



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD – REGULAR MEETING  
September 6, 2022 6:00 PM

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1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
  - A. Introduction of New Police Officers
  - B. 2023 Township Budget
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
6. TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA (SALMON)
  - A. Communications
  - B. Minutes
    - (1) August 4, 2022 Regular Meeting
    - (2) August 15, 2022 Regular Meeting
  - C. Bills
  - D. Ratification of New Police Officer Appointments
  - E. Charitable Gaming License – Okemos Youth Football
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS (CANARY)
  - A. Haslett Village Square - Commercial Rehabilitation Act
  - B. 1621 & 1655 Haslett Road – Brownfield Plan
  - C. 2023 Township Budget
  - D. 2022 Order to Maintain SAD #20 Public Hearing
12. ACTION ITEMS (PINK)
  - A. Hours Exemption for Okemos Road Transition Main
  - B. Election Commission Location Recommendation
  - C. 2022 Order to Maintain SAD #20 Resolution #3
  - D. Set Hours for 2022 Trick-or-Treating
13. BOARD DISCUSSION ITEMS (ORCHID)
  - A. Haslett Village Square - Commercial Rehabilitation Act
  - B. 1621 & 1655 Haslett Road – Brownfield Plan
  - C. 2023 Township Budget
  - D. Railroad Quiet Zone Update
  - E. Recreational Marihuana
14. COMMENTS FROM THE PUBLIC
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. ADJOURNMENT

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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  
Providing a safe and welcoming, sustainable, prime community.



9.A

**CONSENT AGENDA  
BOARD  
COMMUNICATION  
September 9, 2022**

**2022 Tax Rate Request** (This form must be completed and submitted on or before September 30, 2022)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

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

County(ies) Where the Local Government Unit Levies Taxes <b>Ingham, Eaton, Clinton</b>	2022 Taxable Value of ALL Properties in the Unit as of 5-23-2022 <b>7,103,538,222</b>
Local Government Unit Requesting Millage Levy <b>Capital Area Transportation Authority</b>	For LOCAL School Districts: 2022 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2022 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2021 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2022 Current Year "Headlee" Millage Reduction Fraction	(7) 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
PA55of1963	General Operating	03/2020	3.0070	2.9895	1.0000	2.9895	1.0000			2.9895	12/2025

Prepared by <b>James C. Frendt</b>	Telephone Number <b>(517) 999-2530</b>	Title of Preparer <b>Director of Finance</b>	Date
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**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature 	Print Name <b>Shanna Draheim</b>	Date <b>8/17/22</b>
<input checked="" type="checkbox"/> Secretary	Signature 	Print Name <b>Nathan Triplett</b>	Date <b>8/17/22</b>
<input checked="" type="checkbox"/> Chairperson			
<input type="checkbox"/> President			

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

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

**Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2022 for instructions on completing this section.**

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

## Instructions For Completing Form 614 (L-4029) 2022 Tax Rate Request, Millage Request Report To County Board Of Commissioners

These instructions are provided under MCL Sections 211.24e (truth in taxation), 211.34 (truth in county equalization and truth in assessing), 211.34d (Headlee), and 211.36 and 211.37 (apportionment).

**Column 1: Source.** Enter the source of each millage. For example, allocated millage, separate millage limitations voted, charter, approved extra-voted millage, public act number, etc. Do not include taxes levied on the Industrial Facilities Tax Roll.

**Column 2: Purpose of millage.** Examples are: operating, debt service, special assessments, school enhancement millage, sinking fund millage, etc. A local school district must separately list operating millages by whether they are levied against ALL PROPERTIES in the school district or against the NON-HOME group of properties. (See State Tax Commission Bulletin 2 of 2022 for more explanation.) A local school district may use the following abbreviations when completing Column 2: "Operating ALL" and "Operating NON-HOME". "Operating ALL" is short for "Operating millage to be levied on ALL PROPERTIES in the local school district" such as Supplemental (Hold Harmless) Millages and Building and Site Sinking Fund Millages. "Operating NON-HOME" is short for "Operating millage to be levied on ALL PROPERTIES EXCLUDING PRINCIPAL RESIDENCE, QUALIFIED AGRICULTURAL, QUALIFIED FOREST AND INDUSTRIAL PERSONAL PROPERTIES in the local school district" such as the 18 mills in a district which does not levy a Supplemental (Hold Harmless) Millage.

**Column 3: Date of Election.** Enter the month and year of the election for each millage authorized by direct voter approval.

**Column 4: Millage Authorized.** List the allocated rate, charter aggregate rate, extra-voted authorized before 1979, each separate rate authorized by voters after 1978, debt service rate, etc. (This rate is the rate before any reductions.)

**Column 5: 2021 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback.** Starting with taxes levied in 1994, the "Headlee" rollback permanently reduces the maximum rate or rates authorized by law or charter. The **2021** permanently reduced rate can be found in column 7 of the **2021** Form L-4029. For operating millage approved by the voters after April 30, 2021, enter the millage approved by the voters. For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

**Column 6: Current Year Millage Reduction Fraction.** List the millage reduction fraction certified by the county treasurer for the current year as calculated on Form 2166 (L-4034), *2022 Millage Reduction Fraction Calculations Worksheet*. The millage reduction fraction shall be rounded to four (4) decimal places. The current year millage reduction fraction shall not exceed 1.0000 for 2022 and future years. This prevents any increase or "roll up" of millage rates. Use

1.0000 for new millage approved by the voters after April 30, 2022. For debt service or special assessments not subject to a millage reduction fraction, enter 1.0000.

**Column 7: 2022 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback.** The number in column 7 is found by multiplying column 5 by column 6 on this 2022 Form L-4029. This rate must be rounded DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

**Column 8: Section 211.34 Millage Rollback Fraction (Truth in Assessing or Truth in Equalization).** List the millage rollback fraction for 2022 for each millage which is an operating rate. Round this millage rollback fraction to 4 decimal places. Use 1.0000 for school districts, for special assessments and for bonded debt retirement levies. For counties, villages and authorities, enter the Truth in Equalization Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON CEV FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. Use 1.0000 for an authority located in more than one county. For further information, see State Tax Commission Bulletin 2 of 2022. For townships and cities, enter the Truth in Assessing Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON ASSESSED VALUE FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. The Section 211.34 Millage Rollback Fraction shall not exceed 1.0000.

**Column 9: Maximum Allowable Millage Levy.** Multiply column 7 (2022 Millage Rate Permanently Reduced by MCL 211.34d) by column 8 (Section 211.34 millage rollback fraction). Round the rate DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter millage from Column 4.

**Column 10/Column 11: Millage Requested to be Levied.** Enter the tax rate approved by the unit of local government provided that the rate does not exceed the maximum allowable millage levy (column 9). A millage rate that exceeds the base tax rate (Truth in Taxation) cannot be requested unless the requirements of MCL 211.24e have been met. For further information, see State Tax Commission Bulletin 2 of 2022. A LOCAL School District which levies a Supplemental (Hold Harmless) Millage shall not levy a Supplemental Millage in excess of that allowed by MCL 380.1211(3). Please see the memo to assessors dated October 26, 2004, regarding the change in the collection date of certain county taxes.

**Column 12: Expiration Date of Millage.** Enter the month and year on which the millage will expire.



**FOR IMMEDIATE RELEASE**  
**August 22, 2022**

**CONTACT:** LuAnn Maisner, Parks and Recreation Director  
517.853.4600 | [maisner@meridian.mi.us](mailto:maisner@meridian.mi.us)

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**Meridian Heritage Festival Brings History to Life**  
*A Family Friendly Celebration of the Community's History*

**Meridian Township, MI** – History comes alive during Meridian's Heritage Festival on Saturday, October 1 from 10:00 am - 4:00 pm at the Meridian Historical Village (5151 Marsh Road, Okemos). The Friends of Historic Meridian have brought back the 7th Michigan Company B Volunteer Infantry and the 102nd Colored Company to give Civil War Reenactment Presentations.

Visitors will enjoy a family friendly celebration of the community's history with a day of entertainment, demonstrations, games, Native American crafts and exhibits that will include children's games, supervised children's fishing at the pond, cross stitching, rug hooking, inkle loom weaving, candle making, drop spinning and a quilt display in the Chapel, as well as a first person narrative of a 19th Century woman sewing while sharing her lifestyle of the times. There will also be food available for purchase from a variety of Food Trucks.

Special guests will include the Cross Roads Basket Weavers, Zachariah Chandler – first person narrative, Nokomis Cultural Heritage Center providing a mini – Pow Wow, Meridian Garden Club, Capital Area District Libraries and MI Barn Preservation Network with a Teamwork & Timbers Barn Build.

Admission to the event is free and most of the historical buildings will be open to the public.

**Schedule of Events:**

- 10:00 am - 10:15 am - Welcoming Ceremony, Flag Raising
- 10:00 am - 11:00 am - Civil War Reenactment by the 7th Michigan Company B Volunteer Infantry & the 102nd Colored Company
- 10:00 am - 12:00 pm – Music from the Chapel Porch
- 11:00 am - 1:00 pm - Candle Making
- 11:00 am - 1:00 pm - Accordion Player at Gazebo
- 12:00 pm - 1:00 pm - Cupcake Walk
- 1:00 pm - 3:00 pm - Vintage Baseball Game
- 3:00 pm - 4:00 pm - Civil War Reenactment by the 7th Michigan Company B Volunteer Infantry & the 102nd Colored Company

For additional information about the event or to learn more about the Friends of Historic Meridian, visit the [Meridian Historical Village Website](#).

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The community of Meridian Township is in close proximity to the Michigan State Capitol and Michigan State University. The Township serves the community through exceptional services, beneficial amenities and an outstanding quality of life. It is a welcoming community that celebrates quality education, recreation and lifestyles.



STATE OF MICHIGAN

GRETCHEN WHITMER  
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

Tuesday, August 23, 2022

Scott A. Breen  
C/O Tom's Food Center, Inc.  
sbreen@willinghamcote.com

**RID #** RQ-2206-06380      **Reference/Transaction:** Transfer Stock Interest In The 2021 Licensing Year; And As A Result, Existing Member Thomas K Antaya Living Trust UAD 4.02.1997, Thomas K Antaya Trustee Will Hold 78,000 Shares Of Stock, Existing Member David A Antaya Will Hold 2,200 Shares Of Stock, And Existing Member Steven T Antaya Will Hold 2,333 Shares Of Stock (12.31.2021); Transfer Stock Interest In The 2021 Licensing Year; And As A Result, Existing Member Thomas K Antaya Living Trust UAD 4.02.1997, Thomas K Antaya Trustee Will Hold 75,868 Shares Of Stock, Existing Member David A Antaya Will Hold 3,266 Shares Of Stock, And Existing Member Steven T Antaya Will Hold 3,399 Shares Of Stock (01.01.2022); Transfer Stock Interest In The 2021 Licensing Year By Dropping Steven T Antaya As Stockholder; And As A Result, New Stockholder Antaya Family Trust UAD 04.09.2008, Erin R Antaya And Steven T Antaya Co-Trustees Will Hold 3,399 Shares Of Stock (01.01.2022); Transfer Stock Interest In The 2021 Licensing Year By Dropping David A Antaya As Stockholder; And As A Result, New Stockholder David A Antaya Trust UAD 01.17.2022, David A Antaya Trustee Will Hold 3,266 Shares Of Stock (01.17.2022); Correct Stockholder Name From Thomas K Antaya To Thomas K Antaya Living Trust UAD 4.02.1997, Thomas K Antaya Trustee.

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

**Applicant/Licensee:** Tom's Food Center, Inc.

**Business address and phone number:** 1462 E Grand River, Portland, MI 48875

**Home address and phone number of partner(s)/subordinates:**

Thomas K. Antaya Living Trust; 3685 Whimbrel Way, East Lansing, MI 48823; B: 517-647-0075, C: 517-490-9504  
Antaya Family Trust; 3685 Whimbrel Way, East Lansing, MI 48823; B: 517-647-4861, C: 517-203-9402  
David A. Antaya Trust; 107 Quarterline St., Portland, MI 48875; B: 517-647-4861, C: 517-490-9502

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

**Lansing District Office (517) 284-6330**

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required. However, a copy of this notice is also being provided to **Local Governmental Unit** should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION  
PAT GAGLIARDI, CHAIR  
525 W. Allegan St. • P.O. BOX 30005 • LANSING, MICHIGAN 48909  
www.michigan.gov/lcc • 866-813-0011



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

MICHIGAN LIQUOR CONTROL COMMISSION  
Retail Licensing Division  
(866) 813-0011

ZS

cc: Tom's Food Center, Inc. - [tom@tomsfoodcenter.com](mailto:tom@tomsfoodcenter.com); [steve@tomsfoodcenter.com](mailto:steve@tomsfoodcenter.com)  
Meridian Twp. - [clerksoffice@meridian.mi.us](mailto:clerksoffice@meridian.mi.us)

**From:** [Meridian Township, MI](#)  
**To:** [Deborah Guthrie](#)  
**Subject:** 2022 Order to Maintain Sidewalk  
**Date:** Wednesday, August 24, 2022 1:52:25 PM

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Message submitted from the <Meridian Township, MI> website.

**Site Visitor Name:** Michael Barr

**Site Visitor Email:**

I am objecting to the charge to replace a minor issue with a raised piece of sidewalk along my side yard. I cannot attend the hearing but consider this my objection for whatever it matters. The issue is trivial but the charge is ridiculous.



**FOR IMMEDIATE RELEASE**  
**August 25, 2022**

**CONTACT:** Michael Hamel, Fire Chief  
517.853.4704 | [hamel@meridian.mi.us](mailto:hamel@meridian.mi.us)

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**Meridian Township Fire Department Receives Over \$132,000 in Federal Aid**  
*FEMA Grant Program to Help Fund Paramedic Training*

**Meridian Township, MI** – The Meridian Township Fire Department has been awarded \$132,327.27 in federal funds from the Department of Homeland Security and an additional \$13,232.73 of non-federal funds for a total of \$145,560. These funds will provide paramedic training for new and part-time employees.

In early 2022, the department applied for the FEMA Assistance to Firefighters Grant (AFG) to fund paramedic training for new and part-time employees. The purpose of the AFG program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards.

“Over the past two years, the Fire Department has explored different ways of recruiting and retaining employees due to the significant paramedic shortage in the country,” stated Fire Chief Michael Hamel. “We are thrilled with the news as these grant funds will help alleviate the effects of the shortage over the next several years.”

The AFG application consisted of three years of detailed department data, including a project narrative, budget information, department staffing, historical data, future plans, and more. After careful consideration, FEMA determined that our application was consistent with the program’s purpose and worthy of the grant.

The grant is for a two-year period and will fund paramedic training for two current employees and two future employees as part of the departments recruiting and retention program.

For more information and the latest updates, please visit [www.meridian.mi.us/Fire](http://www.meridian.mi.us/Fire) or follow the Meridian Township Fire Department on Facebook at [www.facebook.com/MeridianTwpFD](https://www.facebook.com/MeridianTwpFD).

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**FOR IMMEDIATE RELEASE**  
**August 27, 2022**

**CONTACT:** Bart Crane, Lieutenant  
517.853.4800 | [crane@meridian.mi.us](mailto:crane@meridian.mi.us)

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**Meridian Township Police Investigate Motor Vehicle Crash**  
*Fatal Injuries*

**MERIDIAN TOWNSHIP, MI** — On August 26, 2022 at 10:37 p.m., Meridian Township Police were dispatched to Grand River Ave and the west end of Hamilton Rd in Meridian Township for a car vs pedestrian crash.

The female pedestrian, a 46 year old female from Lansing, was struck by two vehicles in the construction zone. She was pronounced dead at the scene from injuries sustained in the crash. Her identity is being withheld pending notification of family members.

Meridian Township Police were assisted by the Ingham Regional Crash Investigation Team, Michigan State University Police, Ingham County Sheriff's Office, and the Lansing Police Department.

The investigation of this case is ongoing. Anyone who has information regarding this incident is requested to contact the Meridian Township Police Department at 517.853.4800, or submit an anonymous tip through the Department's social media sites.

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**NOTICE OF DAY OF REVIEW OF  
APPORTIONMENTS**

(In accordance with 1956 PA 40, as amended)

*Notice is Hereby Given* that a Day of Review will be held on **Friday, September 9, 2022**, from 9 a.m. to 5 p.m. at the Ingham County Drain Commissioner's Office, 707 Buhl Ave., Mason, MI 48854. At that date and place, the apportionments of benefits will be reviewed for assessment purposes. The Drain and the municipalities subject to assessment are as follows:

DRAIN NO.	DRAIN NAME	MUNICIPALITIES
P 39-00	POVEY DRAIN	MERIDIAN CHARTER TOWNSHIP
		WILLIAMSTOWN TOWNSHIP

A map and description of lands constituting the Drainage District for the above referenced Drain may be found at the Ingham County Drain Commissioner's Office or on its website ([dr.ingham.org](http://dr.ingham.org)).

The Day of Review is an opportunity to review the tentative apportionments of benefits for each parcel and municipality within the Drainage District. The Drain Commissioner, engineers, and/or other staff members will be available to assist individuals throughout the day and make revisions to the apportionments where necessary. There is no need to schedule an appointment for a specific time on the Day of Review. Drain assessments will be collected in the same manner as property taxes. If drain assessments are to be collected in installments of more than one year, they may be paid in full with any interest to date at any time to avoid further interest charges. The entities to be assessed at large are the municipalities listed above, as well as Ingham County for benefit to county roads. The lands to be assessed are those generally described as being within the Drainage District boundaries.

Comments on the apportionments of benefits may be submitted to the Ingham County Drain Commissioner in writing before the date of the meeting to review the apportionment or may be submitted in writing or orally *at the review*. Written statements may be mailed to Ingham County Drain Commissioner, 707 Buhl Avenue, Mason, MI 48854; or emailed to [drainoffice@ingham.org](mailto:drainoffice@ingham.org). Comments submitted in advance must be received by the Drain Commissioner before the date of the meeting to *ensure consideration*.

Persons with disabilities needing accommodations for effective participation in the meeting should contact the Ingham County Drain Commissioner at (517) 676-8395, or the Michigan Relay Center at 711 (TTY) at least 24 hours in advance of the meeting to request mobility, visual, hearing, or other assistance.

*You are Further Notified* that persons aggrieved by the decision with regard to the apportionments of benefits for assessment purposes may appeal to the Ingham County Probate Court within ten (10) days after the Day of Review.

August 26, 2022

Patrick E. Lindemann  
Ingham County Drain Commissioner



**From:** Bradley T. Allen

**Sent:** Friday, September 2, 2022 11:07 AM

**To:** PW <dpw@meridian.mi.us>; Deborah Guthrie <guthrie@meridian.mi.us>

**Cc:** Alexa Allen

**Subject:** RE: Special Assessment District #20 - Sidewalk Maintenance

Charter Township of Meridian  
Department of Public Works  
5151 Marsh Road, Okemos, MI 48864

CC: Deborah Guthrie, Township Clerk

September 2, 2022

RE: Special Assessment District #20 - Sidewalk Maintenance

Dear Meridian Township Assessor(s),

Please accept this letter as our formal notice of protest of the assessed amount for sidewalk maintenance for the property listed below. We feel that the current condition of the sidewalk does not require repair, and that construction would not be sustainable for any reasonable period of time. Further, the minor impediments to the concrete from the level of the soil and roots from nearby trees are beyond our control.

Property Owners	Address	Subject Property	Estimated amount assessed
Alexa Allen and Bradley Allen	5853 Smithfield, East Lansing MI, 48823	33-02-02-08-153-13	\$599.41

If you have any questions, please contact me at [REDACTED]. Thank you for your attention and consideration.

Sincerely,

Bradley T. Allen



9.B

**CONSENT AGENDA  
PROPOSED BOARD MINUTES  
September 6th, 2022**

**PROPOSED MOTION:**

- (1) Move to approve and ratify the minutes of the Regular Meetings of August 4th, 2022, and August 15th, 2022, as submitted.**

**ALTERNATE MOTION:**

- (1) Move to approve and ratify the minutes of the Regular Meetings of August 4th, 2022, and August 15th, 2022, with the following amendment(s):[insert amendments]**

CHARTER TOWNSHIP OF MERIDIAN  
REGULAR MEETING TOWNSHIP BOARD 2022 **-DRAFT-**  
5151 Marsh Road, Okemos MI 48864-1198  
853-4000, Township Hall Room  
THURSDAY, August 4th, 2022 **6:00 pm**

PRESENT: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

ABSENT:

STAFF: Assistant Township Manager and Director of Public Works Opsommer, Chief of Police Plaga, Fire Chief Hamel, Community Planning and Development Director Schmitt, Director of Economic Development Clark, IT Director Gebes, Multimedia Staff Samantha Diehl

1. CALL MEETING TO ORDER

Supervisor Jackson called the meeting to order at 6:01 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Jackson led the Pledge of Allegiance.

3. ROLLCALL

Clerk's Guthrie called the roll of the Board. All Present.

4. PRESENTATION

A. Introduction of New EMT/Firefighter

Chief Hamel introduced new EMT/Firefighter Steven Schott to the board.

Mr. Schott thanked the board for the opportunity to serve the township.

B. 2022 August Primary Election Report- Clerk Guthrie

Clerk Guthrie gave a report on the August 2nd 2022 election. She noted that precinct 9, located at Church of the Nazarene will be relocated

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Jackson opened Public Remarks at 6:27 pm.

NONE

Supervisor Jackson Closed Public remarks at 6:27 pm.

6. TOWNSHIP MANAGER REPORT

Assistant Manager Opsommer reported there was a bid opening for round two of the Local Road Programs bonds which had eight bidders. He noted the township was able to secure a great interest rate of 1.79648%. The MSU to Lake Lansing Trail phase I is going forward using the Transportation Alternative Program Grant with the hope the project will be bid and contracted by September. Phase II of the MSU to Lake Lansing Trail will likely go to bid in August or September. He met with MSU President Stanley, along with Trustee Wisinski, Supervisor Jackson and Chief Plaga to discuss enrollment trends and to give updates about housing in the township for students and staff.

7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS

Trustee Sundland

- Attended Economic Development Corporation meeting where there was a focus on the 'Shop Local Road Block Program', adding the Meridian Mall to one of the Potential Intensity Change Areas and the Meridian Redevelopment Fund

Treasurer Deschaine

- Attended July 20<sup>th</sup> Zoning Board of Appeals and CATA Board Meeting
- Attended 28<sup>th</sup> Brownfield Authority Meeting
- Attended August 4<sup>th</sup> Economic Development Corporation Meeting

Trustee Hendrickson

- On July 29<sup>th</sup> attended a walkthrough of new Sparrow facility with Treasurer Deschaine

Trustee Wisinski

- Attended August 3<sup>rd</sup> Environmental Commission Meeting
- Oct 8<sup>th</sup> is an electronics and appliances recycling event at Chippewa Middle School

Supervisor Jackson

- Attended August 4<sup>th</sup> Economic Development Commission meeting
- Went on a Ride-A-Long with Chief Plaga on 'National Night Out'

8. APPROVAL OF AGENDA

**Trustee Wilson moved to approve the agenda as presented. Seconded by Trustee Wilson.**

VOICE VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wisinski, Wilson

NAYS: None

Motion carried: 7-0

9. CONSENT AGENDA

Supervisor Jackson reviewed the Consent Agenda.

**Treasurer Deschaine moved to approve the Consent Agenda as presented. Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wisinski, Wilson

NAYS: None

Motion carried: 7-0

A. Communications

**Treasurer Deschaine moved that the communications not already assigned for disposition be referred to the Township Manager or Supervisor for follow-up. Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wisinski, Wilson

NAYS: None

Motion carried: 7-0

B. Bills

**Treasurer Deschaine moved to approve that the Township Board approve the Manager's Bills as follows: Seconded by Trustee Wilson.**

<b>Common Cash</b>	<b>\$</b>	<b>202,521.74</b>
<b>Public Works</b>	<b>\$</b>	<b>855,790.71</b>
<b>Trust &amp; Agency</b>	<b>\$</b>	<b><u>1,327.10</u></b>
<b>Total Checks</b>	<b>\$</b>	<b>1,539,458.96</b>
<b>Credit Card Transactions 07/07/22 to 07/20/2022</b>	<b>\$</b>	<b>14,154.37</b>
<b>Total Purchases</b>	<b>\$</b>	<b><u><u>1,553,613.33</u></u></b>
<b>ACH Payments</b>	<b>\$</b>	<b><u><u>583,080.10</u></u></b>

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wisinski, Wilson

NAYS: None

Motion carried: 7-0

C. Proposed CATA Route & Service Changes

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wisinski, Wilson

NAYS: None

Motion carried: 7-0

10. QUESTIONS FOR THE ATTORNEY – NONE

11. PUBLIC HEARINGS

A. Planned Unit Development #22-014-3560 Hulett Road-Giguere Homes

Director Schmitt outlined Planned Unit Development #22-014 for Public Hearing

Supervisor Jackson Opened The Public Hearing at 6:45 pm.

Tomas Brown of Coldwell Banker spoke in support of Planned Unit Development #22-014.

Clerk Guthrie noted a Communication received from Radhika Prasad, 3547 Astilbe Dr., Okemos.

Jim Giguere, 16900 Pine Hollow Dr., East Lansing spoke in support of Planned Unit Development #22-014.

Supervisor Jackson Closed the Public Hearing at 6:49

12. ACTION ITEMS

A. Planned Unit Development #22-014-3560 Hulett Road-Giguere Homes

Director Schmitt outlined Planned Unit Development #22-014 for action.

**Trustee Sundland moved to adopt the resolution approving the Planned Unit Development request from Jim Giguere, for the redevelopment of the property at 3560 Hulett Road. Seconded by Trustee Wisinski.**

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustees Hendrickson, Sundland, Wisinski, Wilson, Supervisor Jackson, Clerk Guthrie

NAYS: None

Motion carried: 7-0

B. Ordinance 2022-08-Traffic Impact Study Standards-**Final Adoption**

Director Schmitt outlined Ordinance 2022-08 for final adoption.

**Trustee Hendrickson moved to adopt the resolution approving for final adoption Zoning Amendment 2022-08 to amend the Zoning Ordinance of the Charter Township of Meridian at multiple locations to update the standards for Traffic Impact Studies in the Township. Seconded by Trustee Wilson.**

Trustee Hendrickson spoke in support of this item.

ROLL CALL VOTE: YEAS: Trustees Hendrickson, Sundland, Wisinski, Wilson, Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine,

NAYS: None

Motion carried: 7-0

C. Ordinance 2022-12- Refuse/Storage Container Regulations-**Final Adoption**

**Treasurer Deschaine moved to adopt the resolution approving for final adoption Zoning Amendment 2022-12 to amend the Zoning Ordinance of the Charter Township of Meridian to create regulations for temporary storage pods and temporary container units. Seconded by Trustee Wisinski.**

ROLL CALL VOTE: YEAS: Trustees Sundland, Wisinski, Wilson, Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson

NAYS: None

Motion carried: 7-0

13. BOARD DISCUSSION ITEMS

A. Prospective Resolution to the Legislature and Governor Regarding Local Control Under the Michigan Fireworks Safety Act

Assistant Manager Opsommer outlined prospective resolution to the Legislature and Governor regarding local control under the Michigan Fireworks Safety Act for discussion.

Treasurer Deschaine thanked Assistant Manager Opsommer for the overview but noted he doesn't believe this should move any further with the township board unless it becomes a bigger issue.

Trustee Hendrickson concurred with Treasurer Deschaine's statement.

Trustee Wisinski asked if firework related calls are more to report injuries or to report a nuisance.

Chief Plaga replied calls are more to report a nuisance and he cannot recall any injuries in recent history.

Clerk Guthrie stated the only reason she would like to see this brought back to the board is to make it more inclusive of other culture's celebrations.

B. Debt Management Policy

Assistant Manager Opsommer outlined the Debt Management Policy. He noted the township does not currently have a formal Debt Management Policy but had already been following these guidelines.

**Treasurer Deschaine moved to suspend the rules and take action on this item tonight. Seconded by Clerk Guthrie.**

VOICE VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wisinski, Wilson

NAYS: None

Motion carried: 7-0

**Trustee Wilson moved to approve the Meridian Township Debt Management Policy. Seconded by Trustee Hendrickson.**

VOICE VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wisinski, Wilson

NAYS: None

Motion carried: 7-0

C. Fund Balance Reserve Policy

Assistant Manager Opsommer outlined the Fund Balance Reserve Policy. He noted the township has no formal policy on the Fund Balance Reserve, but does have an informal policy that has been reference in all of the budgets since the 2014 budget adoption.

Treasurer Deschaine spoke in support of this item.

Supervisor Jackson asked what the average range of Fund Balance Reserve Policies is in local governments.

Assistant Manager Opsommer replied most polices are in the 20-25% range.

Supervisor Jackson asked what the negative effects of holding on to large amounts of money could be.

Assistant Manager Opsommer noted one downside could be devaluation of money through inflation.

Trustee Hendrickson asked to see a month-over-month view of the fund balance for the last several years when this comes back.

Director Garber stated as a former auditor she would like to see 18-20% reserve balance, but that townships generally have a higher percentage.

D. Right of First Refusal for 6160 Whitehills Lakes #5

Treasurer Deschaine outlined Right of First Refusal for 6160 Whitehills Lakes #5. He recommended the board take no action, but wanted to raise awareness.

14. COMMENTS FROM THE PUBLIC

Supervisor Jackson Opened Public Remarks at 7:47 pm.

NONE

Supervisor Jackson Closed Public Remarks at 7:47 pm.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Trustee Hendrickson asked Director Schmitt for a quick synopsis of the Five Year Master Plan.

Director Schmitt replied the Notice of Intent to Plan will be in front of the Planning Commission on August 8<sup>th</sup>, and he expects the Master Plan to be adopted by early 2023.

16. ADJOURNMENT

**Trustee Wilson moved to adjourn. Seconded by Trustee Wisinski.**

VOICE/HAND VOTE: Motion carried 7-0

**Supervisor Jackson adjourned the meeting at 8:09 pm.**

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PATRICIA H. JACKSON,  
TOWNSHIP SUPERVISOR

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DEBORAH GUTHRIE  
TOWNSHIP CLERK

CHARTER TOWNSHIP OF MERIDIAN  
REGULAR MEETING TOWNSHIP BOARD 2022 **-DRAFT-**  
5151 Marsh Road, Okemos MI 48864-1198  
853-4000, Township Hall Room  
MONDAY, August 15th, 2022 **6:00 pm**

PRESENT: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

ABSENT: None

STAFF: Township Manager Walsh, Assistant Township Manager and Director of Public Works Opsommer, Chief of Police Plaga, Fire Chief Hamel, Community Planning and Development Director Schmitt, Director of Economic Development Clark, Human Resources Director Tithof, Director of Projects and Operations Massie, IT Director Gebes, Multimedia Staff Samantha Diehl, Township Attorney Kuschel

1. CALL MEETING TO ORDER

Supervisor Jackson called the meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Jackson led the Pledge of Allegiance.

3. ROLLCALL

Clerk's Assistant Lemaster called the roll of the Board. All Present.

4. PRESENTATION-NONE

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Jackson opened Public Remarks at 6:01 pm.

Sheryl Page, 3888 Rawley Dr., Okemos spoke about the Marihuana Ballot Initiative from the August 2<sup>nd</sup>, 2022, State Primary Election.

Kevin Schoen, 6102 Columbia St., Haslett, MI spoke about increased traffic on Lake Lansing and how to address it.

Supervisor Jackson Closed Public remarks at 6:27 pm.

6. TOWNSHIP MANAGER REPORT

Manager Walsh reported the draft budget will be before the board on August 26<sup>th</sup>. It should be about a \$55,000,000 spending plan. September 6<sup>th</sup> will be the budget public hearing. Union negotiations are taking place with four bargaining groups, whose contracts will expire in

December. The Okemos Library will undergo roof repairs that will likely cost 130-150 thousand. Manager Walsh is asking if CADL will help fund the project. Thursday five new police officers will start the academy. The Local Roads Program is continuing as well as the Okemos Bridge and Grand River Rd. projects. The Brownfield Authority meets Thursday morning to look over the Village of Okemos Brownfield Plan and to reduce the Brownfield request from the American Homes at Meridian. There is an art festival on Friday from 11 am to 6 pm at the Marketplace on the Green. The township currently holds an AA+ rating bond rating. The township recently sold \$12,000,000 of bonds for the local road project at 1.79% interest rate.

7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS

Trustee Wisinski

- Land Preservation Advisory Board met last week and visited Tower Forest Preserve where there will be a tree planting event on Nov. 5<sup>th</sup>
- Environmental Commission is finalizing their Climate Sustainability Plan and there will be an electronic recycling event on Nov. 8th
- Groundwater Management did not meet due to lack of quorum

8. APPROVAL OF AGENDA

**Trustee Wisinski moved to approve the agenda as presented. Seconded by Trustee Wilson.**

VOICE VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

9. CONSENT AGENDA

**Trustee Hendrickson moved to approve the Consent Agenda as presented. Seconded by Treasurer Deschaine.**

Supervisor Jackson reviewed the Consent Agenda.

Jordan Munsters of High Caliber Carting gave further information about item the Outdoor Assembly License for High Caliber Carting.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

A. Communications

**Trustee Hendrickson moved that the communications not already assigned for disposition be referred to the Township Manager or Supervisor for follow-up. Seconded by Treasurer Deschaine.**

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

B. Approval of Minutes – July 26th, 2022 Regular Meeting

**Trustee Hendrickson moved to approve and ratify the minutes of July 26, 2022 Regular Meeting as presented. Seconded by Treasurer Deschaine.**

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

C. Bills

**Treasurer Deschaine moved to approve that the Township Board approve the Manager's Bills as follows: Seconded by Treasurer Deschaine.**

<b>Common Cash</b>	<b>\$</b>	<b>823,176.00</b>
<b>Public Works</b>	<b>\$</b>	<b>486,345.48</b>
<b>Trust &amp; Agency</b>	<b>\$</b>	<b><u>1,993.88</u></b>
<b>Total Checks</b>	<b>\$</b>	<b>1,311,515.36</b>
<b>Credit Card Transactions 07/07/22 to 07/20/2022</b>	<b>\$</b>	<b>17,803.97</b>
<b>Total Purchases</b>	<b>\$</b>	<b><u>1,329,319.33</u></b>
<b>ACH Payments</b>	<b>\$</b>	<b><u>897,392.71</u></b>

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

D. Outdoor Assembly License – High Caliber Carting, Inc.

**Trustee Hendrickson moved to approve the outdoor assembly license for the charity car show to be held on September 4, 2022 at the meridian mall parking lot. Seconded by Treasurer Deschaine.**

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

E. 2023 Township Budget – Set a Public Hearing for September 6, 2022

**Trustee Hendrickson moved that a public hearing be held at 6:00 pm on September 6, 2022 for the purpose of taking comments regarding the 2023 charter township of meridian recommended budget. Seconded by Treasurer Deschaine.**

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

F. Haslett Village Square – Commercial Rehabilitation Act – Set a Public Hearing for September 6, 2022

**Trustee Hendrickson move to set the Public Hearing of Haslett Village Square Commercial Rehabilitation Act for the September 6, 2022 Township Board meeting. Seconded by Treasurer Deschaine.**

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

G. 1621 & 1655 Haslett Road – Brownfield Plan – Set Public Hearing for September 6, 2022

**Trustee Hendrickson moved to set the Public Hearing of 1621 & 1655 Haslett Rd. Brownfield Plan for the September 6, 2022 Township Board meeting. Seconded by Treasurer Deschaine.**

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

10. QUESTIONS FOR THE ATTORNEY – NONE

11. PUBLIC HEARINGS - NONE

12. ACTION ITEMS

A. Fund Balance Reserve Policy

Assistant Manager Opsommer outlined the Fund Balance Reserve Policy for action.

**Trustee Hendrickson Moved to approve the Meridian Township Fund Balance Reserve Policy. Seconded by Trustee Wilson.**

Trustee Hendrickson asked why there was a dip in the general fund balance in 2017.

Assistant Manager Opsommer replied that was due to Heating, Ventilation, and Air Conditioning renovations.

Trustee Wilson spoke in support of this item.

Treasurer Deschaine spoke in support of this item.

ROLL CALL VOTE: YEAS: Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski, Supervisor Jackson

NAYS: None

Motion carried: 7-0

B. 2022 Order to Maintain Resolution #1 & #2

Assistant Manager Opsommer outlined 2022 Order to Maintain Resolutions #1&#2 for action.

Treasurer Deschaine asked if staff perform site inspections to make the Order to Maintain determinations and after list is published do owners ask for reinspections.

Assistant Manager Opsommer replied most people are confused by wording of the letters. He noted the township will investigate calls regarding the assessments and will provide options to home owners.

Trustee Wilson asked if a homeowner does their own sidewalk repair, must it be to the same standards as the township.

Assistant Manager Opsommer replied that is correct.

Trustee Wisinski asked why there is a special assessment roll as opposed to covering the repair with taxes.

Assistant Manager Opsommer replied that pathways used by everyone are covered by millage, while sidewalks in neighborhoods that are mostly used by residents of the neighborhood call for a special assessment.

Supervisor Jackson asked what residents in these Special Assessment District should expect to see, should this be approved.

Assistant Manager Opsommer stated notices will now go out to all property owners in the Special Assessment District. Then a second Public Hearing will be scheduled. Residents will be notified of the Public Hearings. Around January or February 2023 Resolution #5 should be passed, finalizing the Special Assessment roll. Repair work will begin this fall. Residents will pay for the repairs in summer 2023.

Treasurer Deschaine noted these Special Assessments are separate from tax bills.

Trustee Hendrickson asked why there is a five-resolution process.

Assistant Manager Opsommer replied it's covered under Public Act 188. He noted drafters viewed it as consumer protection so that residents will have notice before receiving a bill.

Trustee Wilson noted the assessment may be paid in full, but it may also be paid over 5 years at a 5% interest per year.

Treasurer Deschaine asked what if someone is outside of the district but has dangerous sidewalks.

Assistant Manager Opsommer replied Public Works would go out and repair hazardous sidewalks.

**Trustee Wilson moved to approve the 2022 Order to Maintain Sidewalk Special Assessment District #20 Resolutions #1 and #2, which tentatively approves the improvements and the cost estimates of proposed improvements and sets the date for a Public Hearing on September 6, 2022. Seconded by Trustee Wisinski.**

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski, Supervisor Jackson, Clerk Guthrie

NAYS: None

Motion carried: 7-0

#### C. Recreational Marijuana Petition

Manager Walsh outlined the Recreational Marijuana Petition for action. He explained a petition had been submitted to Opt-in to Adult Use Recreational Marijuana. He noted the

petitioner asked to have the petition withdrawn and that legal counsel advised the petition was invalid.

Township Attorney Matt Kuschel explained why the petition should be considered invalid.

Trustee Hendrickson asked if there is a way a petitioner may withdraw a petition under law.

Township Attorney Kuschel replied there is not.

Trustee Hendrickson noted petitioners could come to the State Board of Canvassers to validate petition language.

Township Attorney Kuschel explained that is not common at the local level.

Treasurer Deschaine noted a correction in the opening line of the memo where June 29<sup>th</sup> should be replaced with July 29<sup>th</sup>. He explained the withdrawal request is not important. He further explained the improper Ordinance language and missing language warning petition signers their signatures could be invalidated is enough to invalidate the petition as a whole.

**Treasurer Deschaine moved to adopt the resolution rejecting the petition which would initiate an ordinance to allow adult-use marihuana establishments in the township. Seconded by Clerk Guthrie.**

Clerk Guthrie noted the petitioner asked to have the petition removed in writing.

Supervisor Jackson noted the desire to withdrawal is not a basis to reject a petition.

Trustee Hendrickson spoke in support of the motion but against the methodology.

Trustee Wisinski spoke in support of the item, but against the methodology.

ROLL CALL VOTE: YEAS: Trustees Hendrickson, Sundland, Wilson, Wisinski,  
Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine

NAYS: None

Motion carried: 7-0

13. BOARD DISCUSSION ITEMS-NONE

14. COMMENTS FROM THE PUBLIC

Supervisor Jackson Opened Public Remarks at 7:06 pm.

NONE

Supervisor Jackson Closed Public Remarks at 7:06 pm.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS-NONE

16. CLOSED SESSION- Motion to go into a Closed Session to consider confidential written legal opinion regarding personnel matter

Trustee Wisinski Seconded by Trustee Wilson.

ROLL CALL VOTE: YEAS: Trustee Sundland, Wilson, Wisinski, Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson

NAYS: None

Motion carried: 7-0

**The board entered a closed session at 7:07 pm.**

**The board resumed its regular session at 8:25 pm.**

17. ADJOURNMENT

**Trustee Wilson moved to adjourn. Seconded by Treasurer Deschaine.**

VOICE/HAND VOTE: Motion carried 7-0

**Supervisor Jackson adjourned the meeting at 8:25 pm.**

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PATRICIA H. JACKSON,  
TOWNSHIP SUPERVISOR

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DEBORAH GUTHRIE  
TOWNSHIP CLERK



To: Board Members  
From: Amanda Garber, Finance Director  
Date: September 1, 2022  
Re: Board Bills

Charter Township of Meridian  
Board Meeting  
9/6/2022

MOVED THAT THE TOWNSHIP BOARD APPROVE THE MANAGER'S  
BILLS AS FOLLOWS:

COMMON CASH	\$	15,618,172.38
PUBLIC WORKS	\$	3,977.61
TRUST & AGENCY	\$	-

TOTAL CHECKS: \$ 15,622,149.99

CREDIT CARD TRANSACTIONS

08/11/22 to 08/31/2022

\$ 18,233.24

TOTAL PURCHASES: \$ 15,640,383.23

ACH PAYMENTS

\$ 1,429,162.64

09/01/2022 04:15 PM  
 User: GRAHAM  
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN  
 EXP CHECK RUN DATES 09/06/2022 - 09/06/2022  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
1. 56TH DISTRICT COURT	CASH BOND - S. KITTLE	200.00	107790
2. AMERICAN LEGION POST 269	METAL MILITARY FLAG HOLDERS/GLENDALE CEMETERY FAMI	178.87	107706
3. AMERICAN RENTALS	8/22/22 TO 9/21/22 PORTABLE TOILETS TRANSFER STATI	89.00	
4. ARTISTIC BRONZE INC	MARGARET "PEGGY" SHICK PLAQUE	185.00	
5. ASAP PRINTING	POLICE BROCHURE PRINTING AND FORMS	204.62	
	TOWNSHIP BUSINESS CARDS	45.12	
	TOWNSHIP BUSINESS CARDS	45.12	
	TOTAL	294.86	
6. ASHLEY WINSTEAD	MI ASSESSOR ASSN CONF REIMB	543.65	
7. AT & T	AUG 2022 - ASE NET - THB - FS91 - 831.000.8214 218	3,867.08	
8. AT & T	AUG 2022 - PRI TEL + 100 MB INT 831-001-1392 886 5	1,179.97	
9. AT & T MOBILITY	AUG 5 - SEPT 4 2022 - DISPATCH NON-EMERGENCY - 287	76.35	
	JUL 7 - AUG 6 2022 - 22 CELL SERVICE 287312082574	72.48	
	TOTAL	148.83	
10. AUTO VALUE OF EAST LANSING	RETURN - MOTOR POOL - FLEET REPAIR PARTS	(286.59)	
	SHOP TOOL - MOTOR POOL - FLEET REPAIR PARTS	41.99	
	UNIT 61 - MOTOR POOL - FLEET REPAIR PARTS	334.78	
	UNIT 61 - MOTOR POOL - FLEET REPAIR PARTS	7.19	
	UNIT 61 - MOTOR POOL - FLEET REPAIR PARTS	66.98	
	UNIT 61 - MOTOR POOL - FLEET REPAIR PARTS	50.99	
	RETURN - MOTOR POOL - FLEET REPAIR PARTS	(50.99)	
	UNIT 140 - MOTOR POOL - FLEET REPAIR PARTS	84.98	
	UNIT 140 - MOTOR POOL - FLEET REPAIR PARTS	35.39	
	SHOP SUPPLIES - MOTOR POOL - FLEET REPAIR PARTS	80.76	
	SHOP TOOL - MOTOR POOL - FLEET REPAIR PARTS	63.19	
	UNIT 30 - MOTOR POOL - FLEET REPAIR PARTS	106.74	
	UNIT 70 - MOTOR POOL - FLEET REPAIR PARTS	148.99	
	UNIT 663 - MOTOR POOL - FLEET REPAIR PARTS	54.19	
	STOCK - MOTOR POOL - FLEET REPAIR PARTS	180.10	
	TOTAL	918.69	
11. BANNASCH WELDING INC	MOTOR POOL - FIRE - ENGINE 92 UNIT 140	1,455.99	
12. BARYAMES CLEANERS	7/18/22 TO 8/16/22 - POLICE UNIFORM CLEANING	430.95	
13. BECKS PROPANE	2022/2023 - CAP PROGRAM PROPANE HNC	40.00	
	GLENDALE - PROPANE 2022/2023 CAP PROGRAM	40.00	
	TOTAL	80.00	
14. BLUE CROSS BLUE SHIELD OF MICHIGAN	9/1/22 TO 9/30/22 - PPO RETIREE HEALTH INS	4,372.50	107780
15. BOARD OF WATER & LIGHT	7/1/22-8/1/2022 STREETLIGHT SERVICE	606.41	
16. BOBCAT OF LANSING	MOTOR POOL - PATHWAYS - 2022 BOBCAT TOOL CAT	3,496.00	
	MOTOR POOL - PARKS - PARTS UNIT 55 & 11	165.94	
	TOTAL	3,661.94	
17. BOUNDTREE MEDICAL	ORDER #103737494 MEDICAL SUPPLIES	1,495.83	107781
	ORDER # 103882969 MEDICAL SUPPLIES	340.20	107781
	ORDER # 103819279 MEDICAL SUPPLIES	2.00	107781
	TOTAL	1,838.03	

09/01/2022 04:15 PM  
 User: GRAHAM  
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN  
 EXP CHECK RUN DATES 09/06/2022 - 09/06/2022  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
18. BRINKER MICHIGAN INC	OVERPAYMENT FOR FALSE ALARM FEES	25.00	
19. CAPITAL ASPHALT LLC	2022 LOCAL ROAD PROGRAM MILLING/HMA CONTRACT	673,838.07	
20. CARRIER & GABLE INC	MOTOR POOL - FIRE - EMITTERS TO CHANGE STOP LIGHTS	4,872.00	
21. CITY PULSE	AUGUST 2 2022 NOTICE OF ELECTION AD	397.75	
22. COMCAST	AUG 14 2022 TO SEPT 13 2022 - HOM TV	323.41	
	SEPT 1 2022 TO SEPT 30 2022 - INT+TV @THB	557.44	
	AUG 29 2022 TO SEPT 28 2022 - INT TV TEL @ HNC	222.59	
	AUG 29 2022 TO SEPT 28 2022 - PD	37.33	
	AUG 16 - SEPT 14 2022 - FIRE #91 TV + INET	156.85	107782
	AUG 19 2022 TO SEPT 18 2022 - SCADA INET	151.85	
	TOTAL	1,449.47	
23. CONSUMERS ENERGY	A. LOVE - EMERGENCY UTILITY PMT	123.64	107797
	TAMEKA MEYERS - EMERGENCY UTILITY PMT	247.61	107795
	KENRA RENNIE - EMERGENCY UTILITY PMT	185.00	107794
	TOTAL	556.25	
24. CORBIN DESIGN	PROF SERV APRIL 2022 - TOWNSHIP ENTRYWAY, WAYFINDI	1,566.66	
25. CRANE CONSTRUCTION	REFUND REQUEST PERFORMANCE GUARANTEE	15,050.00	107783
26. CRYSTAL FLASH	MOTOR POOL - FLEET FUEL	15,375.02	107796
	8/22/22 - MOTOR POOL - FLEET FUEL	4,380.61	107796
	TOTAL	19,755.63	
27. DELL MARKETING LP	SFP TRANSCEIVERS FOR ESXI HOST SERVERS	825.84	
28. DOMINION VOTING SYSTEMS, INC	ICP TABULATORS NEW PRECINCTS	16,655.98	
29. FORESIGHT GROUP	8/15/2022 WATER BILLS/POSTAGE	528.91	
	8/1/2022 - WATER BILLS & POSTAGE	1,778.54	107784
	TOTAL	2,307.45	
30. FRANK WALSH	REIMB LUNCH MTG W/SUPERVISOR JACKSON	32.00	
31. GALLAGHER BENEFIT SERVICES, INC	AUG 2022 CONSULTING SERVICE	2,741.69	
32. GFG INSTRUMENTATION INC	GAS SENSOR REPAIRS	380.00	107785
	GAS SENSOR REPAIRS	435.00	107785
	TOTAL	815.00	
33. H.C. BERGER COMPANY	ACCT #ABD-MT02 - COPIER USAGE	172.50	
34. HUNTINGTON NATIONAL BANK	TWP OBLIGATION TAX BONDS	3,482,125.00	
35. INGHAM COUNTY DRAIN COMMISSIONER	2022 REMY CHANDLER INTERCOUNTY DRAIN SPECIAL ASSES	12,284.11	
36. INGHAM COUNTY TREASURER	K9 LICENSE RENEWAL-3 YEAR	36.00	
37. KEVIN DOUGLAS	POLICE TRAINING	1,500.00	
38. LAFONTAINE AUTOMOTIVE GROUP	UNIT 13 - MOTOR POOL - REPAIR PARTS	125.64	
39. LANSING SANITARY SUPPLY INC	CLEANING SUPPLIES	105.18	
	CLEANING SUPPLIES	126.39	
	8/24/22 JANITORIAL SUPPLIES FOR PARKS	266.25	
	TOTAL	497.82	

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Vendor Name	Description	Amount	Check #
40. LANSING UNIFORM COMPANY	UNIFORM ITEMS - J. CLEMENTS	54.95	
	UNIFORM ITEMS - STOCK	119.95	
	UNIFORM ITEMS - C. JOHNSON	169.85	
	UNIFORM ITEMS - N. IRVING	304.75	
	UNIFORM ITEMS - J GONZALES	89.90	
	UNIFORM PANTS - B. PENNELL	119.90	
	UNIFORM IEMS - S. HUBBARD	59.95	
	UNIFORM ITEMS - B. SPENCE	299.85	
	BOOTS - A. MCREADY	209.95	
	TOTAL	1,429.05	
41. LEAK PETROLEUM EQUIPMENT INC	2022 BI ANNUAL FUEL ISLAND PUMPS FILTER CHANGE	334.21	
42. LOGICALIS	AUG 2022 - IT HELP DESK SERVICE	3,345.00	
43. LOPEZ CONCRETE CONSTRUCTION	2022 LOCAL ROAD PROGRAM CONCRETE CONT (CONTRACT #3	125,849.90	
44. MADISON NATIONAL LIFE INS CO	SEPT 2022 LIFE/DISABILITY INSURANCE	3,305.27	
45. MANNIK AND SMITH	PROF SERVICES THRU APRIL 1, 2022 - M4150001	738.00	
	PROF SERV THRU APRIL 1, 2022 - M4150014	46,267.25	
	PROF SERVICES THRU APRIL 29, 2022 - M4150014	16,915.75	
	PROF SERVICES THRU JULY 29, 2022 - M4150014	20,615.37	
	TOTAL	84,536.37	
46. MARATHON OF HASLETT	REIMBURSE PERF GUARANTEE - 1619 HASLETT RD	5,355.50	
47. MEI TOTAL ELEVATOR SERVICES	SEPT-NOV 2022 - MI14617 & MI27847 - ELEVATOR QTRLY	500.94	
48. MERIDIAN TOWNSHIP	TRANSFER FLEX CHECKING 8/26/22 PAYROLL	502.91	
49. MERIDIAN TOWNSHIP	CD COMMERICAL BANK - 12 MO @ 1.5	1,000,000.00	107798
	CD COMMERICAL BANK - 24 MO 2.05	2,000,000.00	107799
	CD - INDEPENDENT BANK - 12 MO 1.9	2,000,000.00	107800
	CD - INDEPENDENT BANK - 24 MO 2.25	1,000,000.00	107801
	CD - FIRST NATIONAL BANK OF MI - 12 MO 2.65	1,000,000.00	107802
	CD - FIRST NATIONAL BANK OF MI - 36 MO 3.2	1,000,000.00	107803
	CD - FIRST NATIONAL BANK OF MI - 24 MO 3.15	1,000,000.00	107804
	CD - MSUFUCU - 36 MO 2.51	2,000,000.00	107805
	TOTAL	11,000,000.00	
50. MERIDIAN TOWNSHIP RETAINAGE	2022 LOCAL ROAD PROGRAM MILLING/HMA CONTRACT	35,465.16	
	2022 LOCAL RD PROGRAM CONCRETE CONT (CONTRACT #3)	4,519.10	
	TOTAL	39,984.26	
51. MFCI, LLC	FINANCIAL ADVISORY FEE - GENERAL OBLIGATION UNLIMI	40,100.00	
52. MIDWEST FLOATING ISLAND	2ND PMT - C. PARK SOUTH FLOATING ISLAND PROJ	6,258.55	
53. MLC BUILDING COMPANY LLC	EMERGENCY ROOF REPAIR HISTORICAL VILLAGE TOLL HOUS	700.00	
	EMERGENCY ROOF REPAIR HISTORICAL VILLAGE GRETENBE	715.00	
	EMERGENCY ROOF REPAIR HISTORICAL VILLAGE BARNES HO	715.00	
	EMERGENCY ROOF REPAIR HISTORICAL VILLAGE LOG CABIN	500.00	
	TOTAL	2,630.00	
54. MORTON'S CATERING	AVCB AND STAFF LUNCH AND DINNERS FOR AUGUST 2 2022	720.00	
	AVCB AND STAFF LUNCH AND DINNERS FOR AUGUST 2 2022	620.00	
	AVCB AND STAFF LUNCH AND DINNERS FOR AUGUST 2 2022	350.00	
	AVCB AND STAFF LUNCH AND DINNERS FOR AUGUST 2 2022	350.00	
	TOTAL	2,040.00	

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Vendor Name	Description	Amount	Check #
55. MY GREEN MICHIGAN LLC	JUNE 2022 FOOD WASTE CONTAINERS	82.00	107786
	JULY 2022 FOOD WASTE CONTAINERS	82.00	107786
	TOTAL	<u>164.00</u>	
56. OKEMOS PUBLIC SCHOOLS	APRIL 2022 - BASEBALL/SOCCER FIELDS	175.08	107791
	MAY 2022 - BASEBALL/SOCCER FIELDS	150.00	107791
	TOTAL	<u>325.08</u>	
57. PATRICIA JOHNSON	MILEAGE REIMB - ELECTION	15.00	
58. PHOENIX SAFETY OUTFITTERS	STRUCTURAL FIRE GEAR	2,831.46	
59. PIONEER MFG.CO/PIONEER ATHLETICS	ATHLETIC FIELD PAINT - FALL SPORTS	1,977.50	
60. PRINTING SYSTEMS INC	DUAL AV BALLOT APPLICATIONS AUG NOV 2022 ELECTIONS	2,620.44	107787
	PRINTING NEW ID CARDS FOR TOWNSHIP RESIDENTS	3,224.93	107787
	ELECTION FORMS AND SUPPLIES FOR THE PRECINCT AND A	871.98	
	TOTAL	<u>6,717.35</u>	
61. QUALITY TIRE INC	MOTOR POOL TIRES	167.40	
62. R & R FIRE TRUCK REPAIR INC	MOTOR POOL - FIRE - ENGINE 91 REPAIRS	1,587.07	
63. REBEKAH KELLY	MILEAGE REIMBURSEMENT	14.94	
64. ROBIN FAUST	MILEAGE REIMBURSEMENT	44.81	
65. RONALD RAU	2022 WOOK BOOTS REIMB	175.00	
66. ROWERDINK AUTOMOTIVE PARTS	ORDER # 529850 MOTOR POOL - FLEET REPAIR PARTS	200.09	
	ORDER #530720 - MOTOR POOL - FLEET REPAIR PARTS	230.38	
	ORDER #531390 - MOTOR POOL - FLEET REPAIR PARTS	411.25	
	ORDER #537920 - MOTOR POOL - FLEET REPAIR PARTS	169.69	
	ORDER #539550 - MOTOR POOL - FLEET REPAIR PARTS	307.10	
	ORDER #539580 - MOTOR POOL - FLEET REPAIR PARTS	123.00	
	ORDER #539600 - MOTOR POOL - FLEET REPAIR PARTS	141.00	
	ORDER #540200 - MOTOR POOL - FLEET REPAIR PARTS	(14.00)	
	ORDER #543680 - MOTOR POOL - FLEET REPAIR PARTS	27.18	
	ORDER #544490 - MOTOR POOL - FLEET REPAIR PARTS	47.85	
	ORDER #544610 - MOTOR POOL - FLEET REPAIR PARTS	39.36	
	ORDER #548860 - MOTOR POOL - FLEET REPAIR PARTS	53.10	
	ORDER #549740 - MOTOR POOL - FLEET REPAIR PARTS	118.00	
	ORDER #550960 - MOTOR POOL - FLEET REPAIR PARTS	211.16	
	ORDER #551010 - MOTOR POOL - FLEET REPAIR PARTS	51.36	
	ORDER #471240 - MOTOR POOL - FLEET REPAIR PARTS	13.86	
	ORDER #908240 - MOTOR POOL - FLEET REPAIR PARTS	13.86	
	ORDER #758050 - MOTOR POOL - FLEET REPAIR PARTS	27.72	
	ORDER #894690 - MOTOR POOL - FLEET REPAIR PARTS	13.86	
	ORDER #551930 - MOTOR POOL - FLEET REPAIR PARTS	411.25	
	TOTAL	<u>2,597.07</u>	
67. SHEILA A. MCKINNEY	OVRPMT AMBULANCE - 3/17/2022	97.13	
68. SOLDAN'S FEED & PET SUPPLIES	CANINE SUPPLIES FOR K9	74.99	
	CANINE SUPPLIES FOR K9	74.99	
	TOTAL	<u>149.98</u>	
69. SPARTAN LAWN CARE INC	JUNE 2022 MOWING FEES	2,016.00	107788
	JUNE 2022 ADDITIONAL MOWING FEES	252.00	107788
	TOTAL	<u>2,268.00</u>	

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Vendor Name	Description	Amount	Check #
70. ST MARTHA CONFERENCE OF	SEPT 2022 RENT - EDWARD-KELLUM	300.00	107792
71. ST THOMAS AQUINAS PARISH	SEPT 2022 RENT - MCCOY	300.00	107793
72. STATE OF MICHIGAN	GENERAL OBLIGATION UNLIMITED TAX BONDS SERIES 2022	1,000.00	107705
73. STEVEN SCHOTT	REIMB FOR PARAMEDIC SCHOOL BOOKS	779.57	
74. SUPREME SANITATION	KINAWA SCHOOL - AUG 2022 PORTABLE TOILET SERVICE	90.00	
	NEWTON - AUG 2022 PORTABLE TOILET SERVICE	90.00	
	BENNETT WOODS SCHOOL - AUG 2022 PORTABLE TOILET SE	90.00	
	HILLBROOK PARK - AUG 2022 PORTABLE TOILET SERVICE	90.00	
	NANCY MOORE PARK - AUG 2022 PORTABLE TOILET SERVIC	90.00	
	EASTGATE PARK - AUG 2022 PORTABLE TOILET SERVICE	180.00	
	TOTAL	630.00	
75. T MOBILE	7/21/22-8/20/22 - BACKUP CELLULAR DATA SERVICE 517	29.86	
76. TASC	10/1/2022 TO 12/31/22 - COBRA ADMINISTRATION FEE	337.50	
77. TEAM FINANCIAL GROUP	AUG 2022 - COPIER CONTRACT - 40026582-1 & 40026582	1,471.50	
78. THE HARKNESS LAW FIRM PLLC	AUG 2022 - PROSECUTION SERVICES	6,707.78	
79. TRITERRA	VILLAGE OF OKEMOS - 19-2067	2,725.00	
80. TRUGREEN	WEED/FERTILIZER PARKS, ATHLETIC FIELDS, MUNICIPAL	470.30	
	WEED/FERTILIZER PARKS, ATHLETIC FIELDS, MUNICIPAL	1,686.67	
	TOTAL	2,156.97	
81. USA TODAY NETWORK	MAY 1 - MAY 31 2022 - ADVERTISING	1,844.00	
	JUNE 1 - JUNE 30 2022 - ADVERTISING	416.00	
	JULY 1 - JULY 31 2022 - ADVERTISING	417.89	
	JULY 1 - JULY 31 2022 - ADVERTISING	2,712.31	
	TOTAL	5,390.20	
82. VARIPRO BENEFIT ADMINISTRATORS	AUG 2022 FLEX SPENDING ADMINISTRATION COST	153.50	
83. WEST SHORE FIRE INC	SCBA FILL MAINTENANCE CONTRACT	250.50	
	SCBA PARTS AND REAPIR	702.35	
	SCBA FILL MAINTENANCE CONTRACT	7.33	
	FACEPIECES (2 SMALL, 2 LARGE)	1,291.14	107789
	TOTAL	2,251.32	
84. WILDTYPE DESIGN	NATIVE PLANT PROPOGATION	953.80	
TOTAL - ALL VENDORS		15,618,172.38	

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Vendor Name	Description	Amount	Check #
1. CORBIN DESIGN	PROF SERV APRIL 2022 - TOWNSHIP ENTRYWAY, WAYFINDI	783.33	
2. CUMMINS INC	MAIN LIFT STATION GENERATOR REPAIRS/PARTS	530.28	
3. DARRELL NEVES	OVR PMT SEWER BILL - SAPPHIRE LANE	93.00	
4. ETNA SUPPLY COMPANY	WATER - CUSTOMER INSTALL SUPPLIES - METER PIT INST	1,108.12	
5. FERGUSON WATERWORKS #3386	WATER - PARTS CUSTOMER INSTALLATIONS	274.24	
6. GALLAGHER BENEFIT SERVICES, INC	AUG 2022 CONSULTING SERVICE	508.31	
7. MADISON NATIONAL LIFE INS CO	SEPT 2022 LIFE/DISABILITY INSURANCE	430.41	
8. PREMIER SAFETY	WATER/SEWER - AIR MONITOR CALIBRATION FOR CONFINED	249.92	
TOTAL - ALL VENDORS		3,977.61	

**Credit Card Report 8/11/2022-8/31/2022**

<b>Posting Date</b>	<b>Merchant Name</b>	<b>Amount</b>	<b>Name</b>
2022/08/10	LAWRENCE BOBB	\$239.85	THE HOME DEPOT 2723
2022/08/10	SAMANTHA DIEHL	\$313.99	CAPITOL MACINTOSH
2022/08/10	TODD FRANK	\$79.99	TRACTOR SUPPLY #1149
2022/08/10	TODD FRANK	\$55.92	HUTSON OF MI WILLIAMSTON
2022/08/10	JANE GREENWAY	\$112.09	THE HOME DEPOT #2723
2022/08/10	PHIL DESCHAIINE	\$922.02	AMZN MKTP US*L31K00S83
2022/08/11	LAWRENCE BOBB	\$74.94	THE HOME DEPOT #2723
2022/08/11	TYLER KENNEL	\$45.98	MIDWEST POWER EQUIPMENT
2022/08/11	KYLE ROYSTON	\$46.67	MEIJER # 025
2022/08/11	DAN PALACIOS	(\$18.98)	THE HOME DEPOT #2723
2022/08/11	DAN PALACIOS	\$18.98	THE HOME DEPOT #2723
2022/08/11	EMMA CAMPBELL	\$344.44	HARBOR FREIGHT TOOLS 157
2022/08/12	LAWRENCE BOBB	\$4.90	THE HOME DEPOT #2723
2022/08/12	TYLER KENNEL	\$15.36	THE HOME DEPOT #2723
2022/08/12	RUDY GONZALES	\$66.73	MIDWEST POWER EQUIPMENT
2022/08/12	KRISTI SCHAEING	\$115.00	MICHIGAN ASSOC OF CHIEFS
2022/08/12	ROBIN FAUST	\$10.24	WAL-MART #2866
2022/08/15	LAWRENCE BOBB	\$19.49	THE HOME DEPOT #2723
2022/08/15	TYLER KENNEL	\$279.00	THE HOME DEPOT 2723
2022/08/15	NYAL NUNN	\$15.94	USPS PO 2569800864
2022/08/15	KYLE ROYSTON	\$159.00	BESTBUYCOM806668895899
2022/08/15	SAMANTHA DIEHL	\$75.00	MSU PAYMENTS
2022/08/15	ALLISON GOODMAN	\$66.48	SOLDAN S PET SUPPLIES
2022/08/15	ALLISON GOODMAN	\$30.00	WAL-MART #2866
2022/08/15	FRANK L WALSH	\$209.14	AMZN MKTP US*AL4CX2B53 AM
2022/08/15	CAROL HASSE	\$169.00	GRAND TRAV RESORT
2022/08/15	TAVIS MILLEROV	\$3.08	HASLETT TRUE VALUE HARDW
2022/08/15	KENNITH PHINNEY	\$151.00	IMS ALLIANCE
2022/08/16	ROBERT STACY	\$182.50	HAMMOND FARMSLANDSCAPE SU
2022/08/16	ROBERT STACY	\$182.50	HAMMOND FARMSLANDSCAPE SU
2022/08/16	RYAN CAMPBELL	(\$19.98)	THE HOME DEPOT #2723
2022/08/16	RYAN CAMPBELL	\$11.99	MEIJER # 025
2022/08/16	RYAN CAMPBELL	\$127.29	THE HOME DEPOT #2723
2022/08/16	TIMOTHY BOOMS	\$25.00	STATE OF MI EMS
2022/08/16	TIMOTHY BOOMS	\$25.00	STATE OF MI EMS
2022/08/16	KRISTI SCHAEING	\$14.98	AMZN MKTP US*DB2MB2SI3
2022/08/16	KRISTI SCHAEING	\$14.98	AMZN MKTP US*RZ9X14LW3
2022/08/16	ED BESONEN	\$0.75	CITY OF LANSING, MI
2022/08/17	RUDY GONZALES	\$53.85	THE HOME DEPOT #2723
2022/08/17	ROBERT MACKENZIE	\$49.76	GRAINGER
2022/08/17	DAN PALACIOS	\$24.00	ETNA DISTRIBUTORS,LLC
2022/08/17	MICHELLE PRINZ	\$26.95	USPS PO 2569800864
2022/08/17	DENISE GREEN	\$95.00	EGLD DW TRAIN AND CERT
2022/08/17	ED BESONEN	\$32.99	COVERT SCOUTING
2022/08/17	ED BESONEN	\$0.52	CITY OF LANSING, MI
2022/08/18	LAWRENCE BOBB	\$119.99	TRACTOR SUPPLY #1149
2022/08/18	LAWRENCE BOBB	\$47.00	THE HOME DEPOT #2723
2022/08/18	ROBERT STACY	\$418.80	KIMBALL MIDWEST PAYEEZY
2022/08/18	ANDREW MCCREADY	\$330.00	MICHIGAN ASSOC OF CHIEFS
2022/08/18	JACOB FLANNERY	\$11.27	THE UPS STORE 811
2022/08/18	MARK VROMAN	\$29.61	MIDWEST POWER EQUIPMENT
2022/08/18	FRANK L WALSH	\$17.58	OLD CHCG PIZZA AND TAP RM

2022/08/18	MICHELLE PRINZ	\$33.47	AMZN MKTP US*BK5GO3D23
2022/08/18	MICHELLE PRINZ	\$9.99	FREEP.COM
2022/08/18	MICHELLE PRINZ	\$9.99	LANSINGSTATE JOURNAL
2022/08/19	LAWRENCE BOBB	\$339.31	SITEONE LANDSCAPE SUPPLY,
2022/08/19	LAWRENCE BOBB	\$106.02	THE HOME DEPOT #2723
2022/08/19	ASHLEY WINSTEAD	\$409.28	SHANTY CREEK RESORTS -
2022/08/19	TIMOTHY BOOMS	\$30.00	LANSING COMMUNITY COLL
2022/08/19	KRISTI SCHAEDING	\$250.00	ID CARDS INSTANTCARD
2022/08/19	KEITH HEWITT	\$3.98	HASLETT TRUE VALUE HARDW
2022/08/19	MICHELLE PRINZ	\$24.96	AMZN MKTP US*GJ8EP3Q73
2022/08/19	MICHELLE PRINZ	\$31.96	AMAZON.COM*XB5D009D3
2022/08/19	ED BESONEN	\$0.52	CITY OF LANSING, MI
2022/08/22	LAWRENCE BOBB	\$16.99	TRACTOR SUPPLY #1149
2022/08/22	LAWRENCE BOBB	\$47.17	THE HOME DEPOT #2723
2022/08/22	ROBERT STACY	\$33.82	THE HOME DEPOT #2723
2022/08/22	TYLER KENNEL	\$179.00	THE HOME DEPOT #2723
2022/08/22	TYLER KENNEL	\$4.78	THE HOME DEPOT #2723
2022/08/22	KYLE ROYSTON	\$55.00	SAFE KIDS WORLDWIDE
2022/08/22	KYLE ROYSTON	\$55.00	SAFE KIDS WORLDWIDE
2022/08/22	KYLE ROYSTON	\$260.95	GALLS
2022/08/22	KYLE ROYSTON	\$146.00	TRITECH FORENSICS
2022/08/22	MICHAEL HAMEL	\$641.02	ULINE *SHIP SUPPLIES
2022/08/22	DEBBIE BUDZYNSKI	\$125.00	WASHTENAW COMMUNITY
2022/08/22	DEBBIE BUDZYNSKI	\$125.00	WASHTENAW COMMUNITY
2022/08/22	DEBORAH GUTHRIE	\$751.83	LOWEN CORPORATION
2022/08/22	KRISTI SCHAEDING	\$17.50	IN *JOHNSON, ROBERTS, & A
2022/08/22	KRISTEN COLE	\$125.24	STAPLS736342610600001
2022/08/22	STEPHEN GEBES	\$514.85	ZOOM.US 888-799-9666
2022/08/22	STEPHEN GEBES	\$437.20	STAPLS736332841200001
2022/08/22	JOHN HECKAMAN	\$125.00	WASHTENAW COMMUNITY
2022/08/22	JOHN HECKAMAN	\$125.00	WASHTENAW COMMUNITY
2022/08/22	MICHAEL DEVLIN	\$64.18	MEIJER # 025
2022/08/22	MICHELLE PRINZ	\$7.95	AMZN MKTP US*HI0K58W13
2022/08/22	MICHELLE PRINZ	\$29.98	AMZN MKTP US*HT19X0QI3
2022/08/22	DANIEL OPSOMMER	\$67.62	THE HOME DEPOT #2723
2022/08/23	KYLE FOGG	\$182.50	HAMMOND FARMSLANDSCAPE SU
2022/08/23	KRISTI SCHAEDING	\$91.99	AMZN MKTP US*C78LW41W3
2022/08/23	ROBIN FAUST	\$64.04	WAL-MART #2866
2022/08/23	MICHAEL DEVLIN	\$80.00	LARRY CUSHION TROPHIES
2022/08/23	MICHELLE PRINZ	\$169.69	AMZN MKTP US*OL2OD7NR3
2022/08/23	MICHELLE PRINZ	\$149.23	AMZN MKTP US*AX68P0CC3
2022/08/23	ED BESONEN	\$2.55	CITY OF LANSING, MI
2022/08/23	ED BESONEN	\$0.52	CITY OF LANSING, MI
2022/08/24	LAWRENCE BOBB	\$147.84	FERGUSON ENT, INC 934
2022/08/24	KYLE FOGG	\$9.99	TRACTOR SUPPLY #1149
2022/08/24	ALLISON GOODMAN	\$10.74	SOLDAN S PET SUPPLIES
2022/08/24	KRISTEN COLE	\$157.89	DMI* DELL K-12/GOVT
2022/08/24	STEPHEN GEBES	\$154.50	AMZN MKTP US*LQ4MQ3F43
2022/08/24	MICHELLE PRINZ	(\$18.97)	AMZN MKTP US
2022/08/24	MICHELLE PRINZ	(\$23.99)	AMZN MKTP US
2022/08/24	MICHELLE PRINZ	\$9.99	LANSINGSTATE JOURNAL
2022/08/24	MICHELLE PRINZ	\$29.98	AMZN MKTP US*G877E3DD3
2022/08/24	MICHELLE PRINZ	\$8.99	AMZN MKTP US*TO0660VK3
2022/08/24	CATHERINE ADAMS	\$81.34	TOP HAT CRICKET FARM INC
2022/08/24	ED BESONEN	\$2.32	CITY OF LANSING, MI

2022/08/24	DAVID LESTER	\$21.87	THE HOME DEPOT #2723
2022/08/24	BART CRANE	\$160.83	COMCAST
2022/08/25	TIMOTHY BOOMS	\$11.65	USPS PO 2569800864
2022/08/25	KRISTI SCHAEDING	\$40.07	SAFETYSIGN.COM
2022/08/25	KRISTI SCHAEDING	\$91.09	MMS GOV SOLUTION LLC
2022/08/25	LUANN MAISNER	\$10.58	THE HOME DEPOT #2723
2022/08/25	LUANN MAISNER	\$9.98	THE HOME DEPOT #2723
2022/08/25	KEITH HEWITT	\$235.00	HAMMOND FARMSLANDSCAPE SU
2022/08/25	MICHELLE PRINZ	\$26.95	AMZN MKTP US*YN3HH1XG3
2022/08/25	ED BESONEN	\$1.87	CITY OF LANSING, MI
2022/08/25	EMMA CAMPBELL	\$37.57	OFFICEMAX/OFFICEDEPT#3379
2022/08/26	LAWRENCE BOBB	\$60.99	THE HOME DEPOT #2723
2022/08/26	ALLISON GOODMAN	\$27.65	MEIJER # 253
2022/08/26	TIMOTHY BOOMS	\$5.00	LANSING COMMUNITY COLL
2022/08/26	ANDREA SMILEY	\$104.91	FACEBK VF7BTGB9U2
2022/08/26	MICHELLE PRINZ	\$38.99	AMZ*WSJBARRON'S
2022/08/26	CATHERINE ADAMS	\$422.04	AMAZON.COM*074BL8J73 AMZN
2022/08/26	EMMA CAMPBELL	\$99.00	THE HOME DEPOT 2723
2022/08/26	JANE GREENWAY	\$15.88	THE HOME DEPOT #2723
2022/08/29	TYLER KENNEL	\$170.00	HAMMOND FARMS LANDSCAPE S
2022/08/29	MICHAEL HAMEL	\$994.05	MANAGED SPECIALTY SERVICE
2022/08/29	DEBORAH GUTHRIE	\$629.97	OFFICEMAX/OFFICEDEPT#3379
2022/08/29	KRISTI SCHAEDING	\$119.99	BESTBUYCOM806672072154
2022/08/29	KRISTI SCHAEDING	\$89.99	AMZN MKTP US*BY8TV04W3
2022/08/29	KRISTEN COLE	\$32.99	STAPLS7362451718000001
2022/08/29	ROBERT MACKENZIE	\$30.73	GRAINGER
2022/08/29	MICHELLE PRINZ	\$37.10	AMAZON.COM*ND35U47B3 AMZN
2022/08/29	MICHELLE PRINZ	\$79.09	AMZN MKTP US*LY5RM4V03 AM
2022/08/29	MICHELLE PRINZ	\$25.76	AMAZON.COM*U03A354W3
2022/08/29	MICHELLE PRINZ	\$20.77	AMZN MKTP US*AN5953JM3
2022/08/29	MICHELLE PRINZ	\$109.51	AMZN MKTP US*UH41R3AZ3
2022/08/29	MICHELLE PRINZ	\$7.14	AMAZON.COM*G338E62A3
2022/08/29	MICHELLE PRINZ	\$132.73	AMAZON.COM*K859E4BV3
2022/08/29	MICHELLE PRINZ	\$109.24	AMZN MKTP US*646PT2NF3
2022/08/29	MICHELLE PRINZ	\$38.37	AMAZON.COM*L00UF9HW3
2022/08/29	BRIDGET CANNON	\$5.49	BIG LOTS #4679
2022/08/29	BRIDGET CANNON	\$28.39	OFFICEMAX/OFFICEDEPT#3379
2022/08/30	MICHAEL HAMEL	\$25.00	STATE OF MI EMS
2022/08/30	ALLISON GOODMAN	(\$1.00)	WORKTRAINING.COM
2022/08/30	ALLISON GOODMAN	\$1.00	WORKTRAINING.COM
2022/08/30	ROBERT MACKENZIE	\$102.22	AMAZON.COM*1V80N0GZ1 AMZN
2022/08/30	DAN PALACIOS	(\$1.88)	AC&E RENTALS INC
2022/08/30	DAN PALACIOS	\$33.25	AC&E RENTALS INC
2022/08/30	KEITH HEWITT	\$51.00	HAMMOND FARMSLANDSCAPE SU
2022/08/30	CATHERINE ADAMS	\$533.50	PIONEER ATHLETICS
2022/08/31	LAWRENCE BOBB	\$253.39	THE HOME DEPOT 2723
2022/08/31	TYLER KENNEL	\$15.84	THE HOME DEPOT #2723
2022/08/31	CHRISTINE CASSIDY	\$413.55	JACKSON HIRSH INC
2022/08/31	KRISTI SCHAEDING	\$289.98	AMZN MKTP US*9168Z2993
2022/08/31	ROBERT MACKENZIE	\$7.91	AMZN MKTP US*DO6F72TX3 AM
2022/08/31	LUANN MAISNER	\$153.12	AMAZON.COM*LB5RM9103
2022/08/31	TAVIS MILLEROV	\$150.00	MI PERMIT LIC PLAN REV
2022/08/31	CATHERINE ADAMS	\$24.08	SMARTSIGN
2022/08/31	CATHERINE ADAMS	\$132.60	FORESIGHT GROUP LLC
2022/08/31	ED BESONEN	\$1.42	CITY OF LANSING, MI

2022/08/31

ED BESONEN

\$0.75 CITY OF LANSING, MI

Total	\$18,233.24
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### ACH Transactions

Date	Payee	Amount	Purpose
8/12/2022	MCT Utilities	\$ 2,758.12	Water/Sewer for MCT
8/12/2022	Nationwide	\$ 6,704.40	Payroll Deductions 08/12/2022
8/12/2022	ICMA	\$ 42,918.06	Payroll Deductions 08/12/2022
8/12/2022	IRS	\$ 107,126.93	Payroll Taxes 08/12/2022
8/12/2022	Various Financial Institutions	\$ 301,092.25	Direct Deposit 08/12/2022
8/17/2022	ELAN	\$ 25,819.62	Credit Card Payment
8/17/2022	Blue Care Network	\$ 18,905.66	Employee Health Insurance
8/22/2022	Various Financial Institutions	\$ 22,563.81	Direct Deposit 08/22/2022
8/24/2022	Blue Care Network	\$ 16,262.09	Employee Health Insurance
8/26/2022	ICMA	\$ 42,345.84	Payroll Deductions 08/26/2022
8/26/2022	Nationwide	\$ 6,889.25	Payroll Deductions 08/26/2022
8/26/2022	MERS	\$ 311,829.32	Employee Retirement
8/26/2022	Alerus	\$ 5,973.56	Employee Health Insurance
8/26/2022	State of Michigan	\$ 31,709.76	MI Business Tax
8/26/2022	IRS	\$ 104,535.97	Payroll Taxes 08/26/2022
8/26/2022	Various Financial Institutions	\$ 292,531.06	Direct Deposit 8/26/2022
8/31/2022	Blue Care Network	\$ 89,196.94	Employee Health Insurance
<b>Total ACH Payments</b>		<b>\$ 1,429,162.64</b>	



**To: Board Members**  
**From: Abby Tithof, Human Resources Director**  
**Date: September 2, 2022**  
**Re: Ratification of New Police Officer Appointments**

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The Township has presented a conditional offer of employment to two qualified police officer candidates. The prospective hiring will bring the staffing level of the police department to 34 sworn personnel.

Mariam Clevenger graduated with an Associates Degree in Criminal Justice from Montcalm Community College. Mariam is currently serving as a Police Officer at Carson City Police Department.

Stacey Bazan earned a Bachelor's Degree from Bethel College. Stacy is currently employed as a Detective for the Pokagon Tribal Police Department.

A motion is prepared for Board consideration:

**MOVE TO RATIFY THE APPOINTMENTS OF MARIAM CLEVINGER AND STACEY BAZAN TO THE POSITION OF POLICE OFFICERS CONTINGENT UPON SUCCESSFUL COMPLETION OF THOSE ITEMS STIPULATED IN THE CONDITIONAL OFFER OF EMPLOYMENT.**



**To:** Township Board

**From:** Timothy R. Schmitt, AICP  
Community Planning and Development Director

**Date:** August 29, 2022

**Re:** Charitable Gaming License - Okemos Youth Football

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Staff has been approached by the Board of the Okemos Youth Football group for approval of the attached resolution for their application to the Michigan Charitable Gaming Division for a Charitable Gaming License. Local approval of a resolution is required for any application to made under this provision of State law.

We are being asked to approve the attached resolution which states that *“the organization is a recognized nonprofit organization in the community”*. Okemos Youth Football is a recognized nonprofit organization in the community, working to support the Okemos Schools’ football teams and has provided their IRS 501(c)(3) approval showing their nonprofit status. The State of Michigan will need to make the determination is the organization officially qualifies for the Charitable Gaming License. Staff has provided the following motion for the Board to consider in reviewing this item.

**Motion to approve a request from Okemos Youth Football, Inc. of Meridian Township, Ingham County, asking that they be recognized as a nonprofit organization operating in the community for the purposes of obtaining a gaming license for approval, and further that the Township Clerk be authorized to execute the resolution from the State of Michigan.**

**Attachments**

1. 501(c)(3) approval for Okemos Youth Football
2. Approval Resolution from the State of Michigan



Department of the Treasury  
Internal Revenue Service  
Tax Exempt and Government Entities  
P.O. Box 2508  
Cincinnati, OH 45201

OKEMOS YOUTH FOOTBALL INC  
C/O DANIEL E LADUE  
PO BOX 68  
OKEMOS, MI 48864

**Date:**  
08/10/2022  
**Employer ID number:**  
47-4933969  
**Person to contact:**  
Name: Customer Service  
ID number: 31954  
Telephone: 877-829-5500  
**Accounting period ending:**  
December 31  
**Public charity status:**  
509 (a)(2)  
**Form 990 / 990-EZ / 990-N required:**  
Yes  
**Effective date of exemption:**  
July 22, 2022  
**Contribution deductibility:**  
Yes  
**Addendum applies:**  
No  
**DLN:**  
26053606008822

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

Based on the information you submitted with your application, we approved your request for reinstatement under Revenue Procedure 2014-11. Your effective date of exemption, as listed at the top of this letter, is the postmark date of your application.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

*Stephen A. Martin*

Stephen A. Martin  
Director, Exempt Organizations  
Rulings and Agreements



Charitable Gaming Division  
 Box 30023, Lansing, MI 48909  
 OVERNIGHT DELIVERY:  
 101 E. Hillsdale, Lansing MI 48933  
 (517) 335-5780  
 www.michigan.gov/cg

**LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES**  
 (Required by MCL.432.103(K)(ii))

At a \_\_\_\_\_ meeting of the \_\_\_\_\_  
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by \_\_\_\_\_ on \_\_\_\_\_  
DATE

at \_\_\_\_\_ a.m./p.m. the following resolution was offered:  
TIME

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the request from \_\_\_\_\_ of \_\_\_\_\_,  
NAME OF ORGANIZATION CITY

county of \_\_\_\_\_, asking that they be recognized as a  
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for \_\_\_\_\_.  
APPROVAL/DISAPPROVAL

**APPROVAL**

**DISAPPROVAL**

Yeas: \_\_\_\_\_

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the \_\_\_\_\_ at a \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on \_\_\_\_\_.  
DATE

SIGNED: \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.  
 PENALTY: Possible denial of application.  
 BSL-CG-1153(R6/09)



11 & 13 A

**To: Meridian Township Board Members**  
**From: Neighborhoods & Economic Development Director Amber Clark**  
**Date: September 6, 2022**  
**RE: Haslett Village Square - Commercial Rehabilitation Application Public Hearing & Discussion**

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### Summary

1655/1621 is an established CRA in Meridian Township designated the “Haslett Village Square Commercial Rehabilitation District No. 1”. Meridian Township staff received the Commercial Rehabilitation Exemption application from SP HOLDING COMPANY LLC, in early August to complete the approval process for a CRA. The application was sent to the Township Assessor for their review of the current taxable and State Equalized values. The project has not started to make improvements yet and if the application is submitted to the State Tax Commission prior to October 31, 2022, there is strong reasoning the exemption will be certified. Today we will hold a public hearing considering the adoption of a resolution in support of the exemption application. Once the Board adopts the resolution, the application, resolution and narrative can be submitted by the Clerk to the State Tax Commission. The STC will authorize the creation of a certificate acknowledging the exemption. Copies will be submitted to the Clerk and Township Assessor for annual review and reporting.

### History

1655 & 1621 also known as “Haslett Village Square” comprise the southwest block of the Haslett and Marsh road intersections. This portion of the designated “Haslett Potential Intensity Change Area (PICA)”, is proposed by SP Holding Company LLC, as a mixed use planned unit redevelopment. Two nonresidential buildings are proposed to sit along Haslett road with a mix of residential unit sizes and Townhomes to the south. About 21,000 sq. ft. of nonresidential space is proposed with a portion of that as a public community hub. The MUPUD concept was approved by the Township Board August 7<sup>th</sup>, 2022. The currently the complex area is 99% vacant with Fringe Hair Design and Little Caesars Pizza as the only two functioning businesses in the complex. After the close of the L & L in 2011 the complex has seen a decline in vacancy each year. For several recent years the taxable value has been reduced due to the lack of use of the complex, and currently sits at a 6 figure taxable value. The annual taxable income received equates to less than \$80,000 annually. The proposed redevelopment will reverse the downward trend in value of the site and provide our community with active public space, public park amenity and retail space.



The established commercial rehabilitation district allows for the Township to place a freeze on the current annual tax bill for the value of the buildings for no more than 10 years. This freeze on the value will still require an annual payment of taxes on the property by the developer, however the improvements made to the property would not trigger an increase in value until the end of the 10 year period.

Meridian Township staff received the Commercial Rehabilitation Exemption application in early August. The application was sent to the Township Assessor for their review of the current taxable and State Equalized values. The project has not started to make improvements yet and if the application is submitted to the State Tax Commission prior to October 31, 2022, there is strong reasoning the exemption will be certified. Today we will hold a public hearing considering the adoption of a resolution in support of the exemption application. Once the Board adopts the resolution, the application, resolution and narrative can be submitted by the Clerk to the State Tax Commission. The STC will authorize the creation of a certificate acknowledging the exemption. Copies will be submitted to the Clerk and Township Assessor for annual review and reporting.

### **Budgetary Considerations**

The taxable value of the property currently rests in mid six figure range. The underutilized level of the complex drives up the obsolescence of the site. If the site were to remain in its current state, after 20 years the Township will share about \$1.6M with the 7 tax authorities. If the Board were to approve the 10 year Commercial Rehabilitation Exemption and a Brownfield plan, after 20 years the Township would share about \$13M with the 7 tax jurisdictions. The proposal for support of redevelopment can be seen based on the overall future value of the property. The development incentives chosen by this developer are performance based. Both the Brownfield and Commercial Exemption are related to the work and investment produced by the developer. There are no requests at this time from the developer for upfront costs. The request from the developer to the Township at this time is to work administratively to allow for the exemption to put the funding into the development.

**Township Board Action:** Motion to adopt the resolution for the Commercial Rehabilitation Exemption at 1655/1621 Haslett Road.

### **Attachments:**

Commercial Rehabilitation Certification Application

Proposed Development Timeline

Draft Resolution Adopting Commercial Rehabilitation District Application

# Application for Commercial Rehabilitation Exemption Certificate

Issued under authority of Public Act 210 of 2005, as amended.

LOCAL GOVERNMENT UNIT USE ONLY	
▶ Application No.	▶ Date Received
STATE USE ONLY	
▶ Application No.	▶ Date Received

Read the instructions page before completing the form. **This application should be filed after the commercial rehabilitation district is established.** The applicant must complete Parts 1, 2 and 3 and file the application form (with required attachments) with the clerk of the local governmental unit (LGU). Attach the legal description of property on a separate sheet. This project will not receive tax benefits until approved by the State Tax Commission (STC). Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the STC.

PART 1: OWNER / APPLICANT INFORMATION (applicant must complete all fields)			
Applicant (Company) Name (applicant must be the owner of the facility) SP Holding Company, LLC		NAICS or SIC Code	
Facility's Street Address 1621 & 1655 Haslett Road	City Haslett (Meridian Twp.)	State MI	ZIP Code 48840
Name of City, Township or Village (taxing authority) Meridian Charter Township	County Ingham	School District Where Facility is Located Haslett (33060)	
<input type="checkbox"/> City <input checked="" type="checkbox"/> Township <input type="checkbox"/> Village			
Date of Rehabilitation Commencement (mm/dd/yyyy) 11/01/2022	Planned Date of Rehabilitation Completion (mm/dd/yyyy) 12/31/2028		
Estimated Cost of Rehabilitation \$60,000,000	Number of Years Exemption Requested (1-10) 10		
Expected Project Outcomes (check all that apply)			
<input checked="" type="checkbox"/> Increase Commercial Activity <input type="checkbox"/> Retain Employment <input checked="" type="checkbox"/> Revitalize Urban Areas <input checked="" type="checkbox"/> Create Employment <input type="checkbox"/> Prevent Loss of Employment <input checked="" type="checkbox"/> Increase Number of Residents in Facility's Community			
No. of jobs to be created due to facility's rehabilitation 38	No. of jobs to be retained due to facility's rehabilitation 0	No. of construction jobs to be created during rehabilitation 175	
PART 2: APPLICATION DOCUMENTS			
Prepare and attach the following items:			
<input checked="" type="checkbox"/> General description of the facility (year built, original use, most recent use, number of stories, square footage)		<input checked="" type="checkbox"/> Statement of the economic advantages expected from the exemption	
<input checked="" type="checkbox"/> Description of the qualified facility's proposed use		<input checked="" type="checkbox"/> Legal description	
<input checked="" type="checkbox"/> Description of the general nature and extent of the rehabilitation to be undertaken		<input type="checkbox"/> Description of the "underserved area" (Qualified Retail Food Establishments only)	
<input checked="" type="checkbox"/> Descriptive list of the fixed building equipment that will be a part of the qualified facility		<input type="checkbox"/> Commercial Rehabilitation Exemption Certificate for Qualified Retail Food Establishments (Form 4753) (Qualified Retail Food Establishments only)	
<input checked="" type="checkbox"/> Time schedule for undertaking and completing the facility's rehabilitation			
PART 3: APPLICANT CERTIFICATION			
Name of Authorized Company Officer (no authorized agents) Micheal Bosgraaf		Telephone Number (616) 667-3333	
Fax Number		E-mail Address mike.bosgraaf@bosgraaf.com	
Street Address 148 S. River Avenue, Suite 100	City Holland	State MI	ZIP Code 49423
<p><i>I certify that, to the best of my knowledge, the information contained herein and in the attachments is truly descriptive of the property for which this application is being submitted. Further, I am familiar with the provisions of Public Act 210 of 2005, as amended, and to the best of my knowledge the company has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local governmental unit and the issuance of a Commercial Rehabilitation Exemption Certificate by the State Tax Commission.</i></p> <p><i>I further certify that this rehabilitation program, when completed, will constitute a rehabilitated facility, as defined by Public Act 210 of 2005, as amended, and that the rehabilitation of this facility would not have been undertaken without my receipt of the exemption certificate.</i></p>			
Signature of Authorized Company Officer (no authorized agents)		Title Member	Date

<b>PART 4: ASSESSOR RECOMMENDATIONS</b> (assessor of LGU must complete Part 4)			
Provide the Taxable Value and State Equalized Value of Commercial Property, as provided in Public Act 210 of 2005, as amended, for the tax year immediately preceding the effective date of the certificate (December 31 of the year approved by the STC).			
	<b>Taxable Value</b>	<b>State Equalized Value (SEV)</b>	
<b>Land</b>	\$553,062	\$651,600	
<b>Building(s)</b>	\$400,493	\$472,500	
The property to be covered by this exemption may not be included on any other specific tax roll while receiving the Commercial Rehabilitation Exemption. For example, property on the Eligible Tax Reverted Property (Land Bank) specific tax roll cannot be granted a Commercial Rehabilitation Exemption that would also put the same property on the Commercial Rehabilitation specific tax roll.			
<input checked="" type="checkbox"/> By checking this box I certify that, if approved, the property to be covered by this exemption will be on the Commercial Rehabilitation Exemption specific tax roll and not on any other specific tax roll.			
Name of Local Government Body Meridian Charter Township			
Name of Assessor (first and last name) Ashley Winstead		Telephone Number (517) 853-4404	
Fax Number		E-mail Address winstead@meridian.mi.us	
<i>I certify that, to the best of my knowledge, the information contained in Part 4 of this application is complete and accurate.</i>			
Assessor's Signature			Date
<b>PART 5: LOCAL GOVERNMENT ACTION</b> (clerk of LGU must complete Part 5)			
Action Taken By LGU (attach a certified copy of the resolution):			
<input type="checkbox"/> Exemption approved for _____ years, ending December 30, _____ (not to exceed 10 years)			
<input type="checkbox"/> Exemption Denied			
Date District Established (attach resolution for district)	Local Unit Classification Identification (LUCI) Code	School Code	
<b>PART 6: LOCAL GOVERNMENT CLERK CERTIFICATION</b> (clerk of LGU must complete Part 6)			
Clerk's Name (first and last) Deborah Guthrie		Telephone Number (517) 853-4324	
Fax Number		E-mail Address guthrie@meridian.mi.us	
Mailing Address 5151 Marsh Road	City Okemos	State MI	ZIP Code 48864
LGU Contact Person for Additional Information Amber Clark	LGU Contact Person Telephone Number (517) 853-4568	Fax Number	
<i>I certify that, to the best of my knowledge, the information contained in this application and attachments is complete and accurate and hereby request the State Tax Commission issue a Commercial Rehabilitation Exemption Certificate, as provided by Public Act 210 of 2005, as amended.</i>			
Clerk's Signature			Date

For faster service, the LGU should email the completed application and required documents to [PTE@michigan.gov](mailto:PTE@michigan.gov).

An additional submission option is to mail the completed application and required documents to:

Michigan Department of Treasury, State Tax Commission  
P.O. Box 30471  
Lansing, MI 48909

# Instructions for Completing Form 4507

## Application for Commercial Rehabilitation Exemption Certificate

The Commercial Rehabilitation Exemption Certificate was created by Public Act 210 of 2005, as amended. The application is initially filed, reviewed, and approved by the LGU and then reviewed and approved by the State Tax Commission. According to Section 3 of Public Act 210 of 2005, as amended, the LGU must establish a Commercial Rehabilitation District. **Rehabilitation may commence after establishment of the Commercial Rehabilitation District.**

### Owner / Applicant Instructions

1. Complete Parts 1, 2 and 3 of application
2. Prepare and attach all documents required under Part 2 of the application:
  - a. General description of the facility (year built, original use, most recent use, number of stories, square footage)
  - b. Description of the qualified facility's proposed use
  - c. Description of the general nature and extent of the rehabilitation to be undertaken
  - d. Descriptive list of the fixed building equipment that will be a part of the qualified facility
  - e. Time schedule for undertaking and completing the facility's rehabilitation
  - f. Statement of the economic advantages expected from the exemption
  - g. Legal description of the facility
  - h. Description of the "underserved area" (Qualified Retail Food Establishments only)
3. Qualified Retail Food Establishments:
  - a. Complete Part 1 of the *Commercial Rehabilitation Exemption Certification for Qualified Retail Food Establishments* (Form 4753). Submit to LGU clerk along with application.
  - b. Describe the "underserved area" and provide supporting documentation to show how the project area meets one or more of the following requirements:
    - i. An area that contains a low to moderate income census tract(s) which, based on per capita income, are tracts below the 66.67 percentile (\$23,643 in 1999 dollars) and a below average supermarket density
    - ii. An area that has a supermarket customer base with more than 50% living in a low income census tract(s) which based on the per capita income, are tracts below the 66.67 percentile (\$23,643 in 1999 dollars)
    - iii. An area that has demonstrated significant access limitations due to travel distance and has no Qualified Retail Food Establishments within two miles of the geo-center for an urban area or has no Qualified Retail Food Establishments within nine miles of the geo-center for a rural area.

For assistance in determining the project area's eligibility, visit [www.michigan.gov/propertytaxexemptions](http://www.michigan.gov/propertytaxexemptions) and click on Commercial Rehabilitation Act.
4. Submit the application and all attachments to the clerk of the LGU where the property is located.

### LGU Assessor Instructions

Complete and sign Part 4 of the application.

### LGU Clerk Instructions

1. After LGU action, complete Part 5 of the application.
2. After reviewing the application for complete and accurate information, complete Part 6 and sign the application to certify the application meets the requirements as outlined by Public Act 210 of 2005, as amended.
3. Assemble the following for a complete application:
  - a. Completed *Application for Commercial Rehabilitation Exemption Certificate* (Form 4507)
  - b. All required attachments listed under Part 2
  - c. A copy of the resolution by the LGU establishing the district
  - d. A certified copy of the resolution by the LGU approving the application
  - e. Complete Form 4753 (Qualified Retail Food Establishments only)
4. **For faster service, email the completed application and additional required documentation to [PTE@michigan.gov](mailto:PTE@michigan.gov).** An additional submission option is to mail the completed application and required documents to: Michigan Department of Treasury, State Tax Commission, P.O. Box 30471, Lansing, MI 48909

### Application Deadline

The State Tax Commission must receive complete applications on or before October 31 to ensure processing and certificate issuance for the following tax year. Applications received after October 31 may not be processed in time for certificate issuance for the following tax year.

If you have questions or need additional information or sample documents, visit [www.michigan.gov/propertytaxexemptions](http://www.michigan.gov/propertytaxexemptions) or call 517-335-7491.

August 3, 2022

**Application for Commercial Rehabilitation Exemption Certificate  
Public Act 210 of 2005, as amended  
SP Holding Company, LLC  
1621-1655 Haslett Road, Haslett, MI 48840**

**PART 2: APPLICATION DOCUMENTS**

**a. General Description of the facility (year built, original use, most recent use, number of stories, square footage)**

The property currently contains two stand-alone buildings along Haslett Road, a multi-tenant, single-story building in the center of the property, and two former single-family dwellings south of Raby Road (abandoned). Historical records indicate the existing residential houses were constructed on the central portion of the Property in 1915 and a one lane dirt road (Raby Road) ran from east to west through the central portion of the Property from at least 1915 to present. The existing, single-story, shopping centers and commercial bank were constructed on the Property in 1980 and various occupants including retail, doctors' offices, hair salons, restaurants, grocery stores, a dry cleaner, laundromat, and church have occupied the Property from at least 1982. Presently only one retail operation and a church exist on the property and all remaining storefronts are vacant.

**b. Description of the qualified facility's proposed use**

The Haslett Village project includes the demolition of all buildings on the property except a 9,646-square foot located along Haslett Road which will be redeveloped. The overall new development is a mixed-use development including the construction of 19 new buildings and complete renovation of the aforementioned building with a total of 21,750 square feet of commercial and community space and 289 residential units.

**c. Description of the general nature and extent of the rehabilitation to be undertaken**

This is a complete redevelopment project that will include demolition, asbestos abatement, environmental response activities, and construction of new buildings.

The eligible property is comprised the eastern 19.03-acres of the former Haslett Village Square shopping center property. This property is located within the "Haslett Potential Intensity Change Area (PICA)" as designated in the Meridian Township Master Plan. The Project includes the construction of nineteen (19) new multi-family residential buildings, one new commercial building at the corner of Haslett and Marsh Road, and the redevelopment of the former video store building. The new, multi-family buildings will total 274,800 gross square feet and include 289 units:

- one, 57-unit apartment building,
- eleven, 12-unit stacked flat buildings,
- three, 24-unit stacked flat buildings,

- two, 6-unit townhouse buildings, and
- two, 8-unit townhouse buildings.

The apartments are a mix of studios, one-bedroom units, and two-bedroom units. The stacked flats are a mix of one-bedroom and two-bedroom units. The townhouses are a mix of two-bedroom and three-bedroom units.

The existing commercial use along Haslett Road will remain. The new retail/restaurant building at Haslett and Marsh Road will total 14,000 square feet and the former video store building fronting Haslett Road will be redeveloped to include a 7,750-square foot restaurant and community center. The building will be the community hub for the development and will house a community room, restrooms, a fitness and personal training studio, and a small restaurant with a drive-through service lane. It will also be a staging area for events and social activities, including covered and open terraces with fire pits, an outdoor pool with sun deck, a playground, and hook-ups for food trucks.

New parking lots and site improvements will be nestled throughout the complex. On site amenities will include

- dog park,
- trailhead with restroom,
- activity lawn/park,
- pickle ball courts,
- outdoor social space with open and covered terraces,
- outdoor pool and sundeck,
- resident playground,
- food truck staging area with restrooms, and
- a robust network of sidewalks and paths.

The current unimproved, natural area at the southwest corner of the property will remain undeveloped/untouched.

d. **Descriptive list of the fixed building equipment that will be a part of the qualified facility**

This is a complete redevelopment project that will include construction of new buildings, with new utilities, mechanical, electrical, plumbing, heating, ventilation, air conditioning systems.

e. **Time schedule for undertaking and completing the facility's rehabilitation**

The project is anticipated to take 5 years to complete with a construction schedule currently planned for November 1, 2022, through December 31, 2028.

**f. Statement of the economic advantages expected from the exemption**

Redevelopment of the property would provide numerous benefits to the township and region. The development will directly address a significant housing need in the township and the region. The development will also result in the redevelopment of a contaminated parcel and removal of a blighted, functionally obsolete buildings throughout the subject property. 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, needs that are all addressed in the 2017 Master Plan. The 2017 Master Plan states “The Haslett mixed use core will benefit from an influx of residential development that places walkability and human scale above traditional suburban living. By providing housing on-site with existing commercial buildings, the revitalized area will provide residents with the amenities they need, while retailers will benefit from an invested customer base within easy walking distance” (p.25). Redevelopment of existing, privately held property is the most efficient way to improve existing housing stock.

The Property is zoned C-2, Commercial District and is located within the Meridian Charter Township. The 2017 Master Plan designates the subject property in the Mixed-Use Core category. This category “envisions walkable and engaging streetscapes with varied storefronts and activities. Residential housing is encouraged with a mix of townhomes, upper-story lofts, and apartments. Easy access to public transit should be prioritized and off-street parking should be hidden from the street.” The proposed redevelopment at this site is a welcomed project that will possess all the attributes of a successful community in the Mixed-Use Core category, that the village has listed above.

In an effort to maximize the value of the land, the applicant is committed to doing a complete demolition and redevelopment on the property. In that context, the applicant will incur considerable demolition, environmental, and construction costs. The establishment of the PA 210 District, with its multi-year property tax deferral benefit, is vital to making the project economically viable.

**g. Legal description of the facility**

See the attached ALTA/NSPS Land Title Survey for a legal description of the facility.

**h. Description of the “underserved area” (Qualified Retail Food Establishments only)**

Not Applicable to this project.

DS DS  
UM MB

**REVISED EXHIBIT A**

To the Real Estate Sale Agreement  
Dated October 13, 2021  
Between LTG Haslett, L.L.C. as Seller  
And  
Lake Drive Group, LLC, as Buyer



8 5 0 2 7 7 9  
Tx:4327837  
10/16/2020 10:30:00 AM

INST. # 2020-035595  
DERRICK QUINNEY  
REGISTER OF DEEDS  
INGHAM COUNTY MICHIGAN  
RECORDED ON:  
10/19/2020 04:04 PM  
PAGES: 9

B· 9 PG· 992

**SURVEY**

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THE SPACE ABOVE THIS LINE IS RESERVED FOR RECORDER'S USE



Ingham County Register of Deeds  
Derrick Quinney, Register

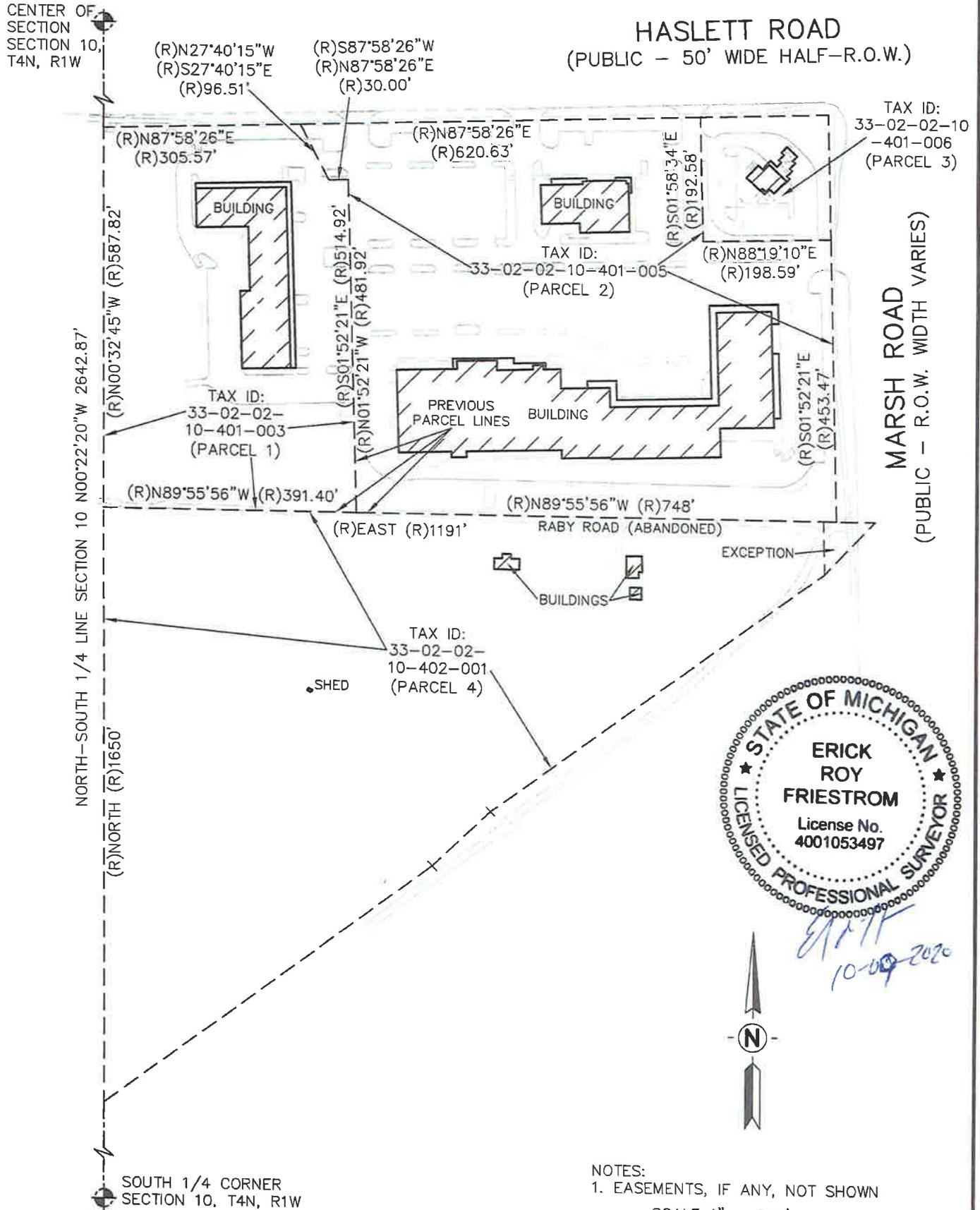
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THIS PAGE IS ADDED TO ALLOW ADEQUATE ROOM FOR RECORDING INFORMATION

DO NOT REMOVE THIS PAGE

# CERTIFIED BOUNDARY SURVEY EXISTING PARCEL CONFIGURATION

FOR: CYPRESS PARTNERS, LLC  
LTG HASLETT, L.L.C.



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



**LEGEND**

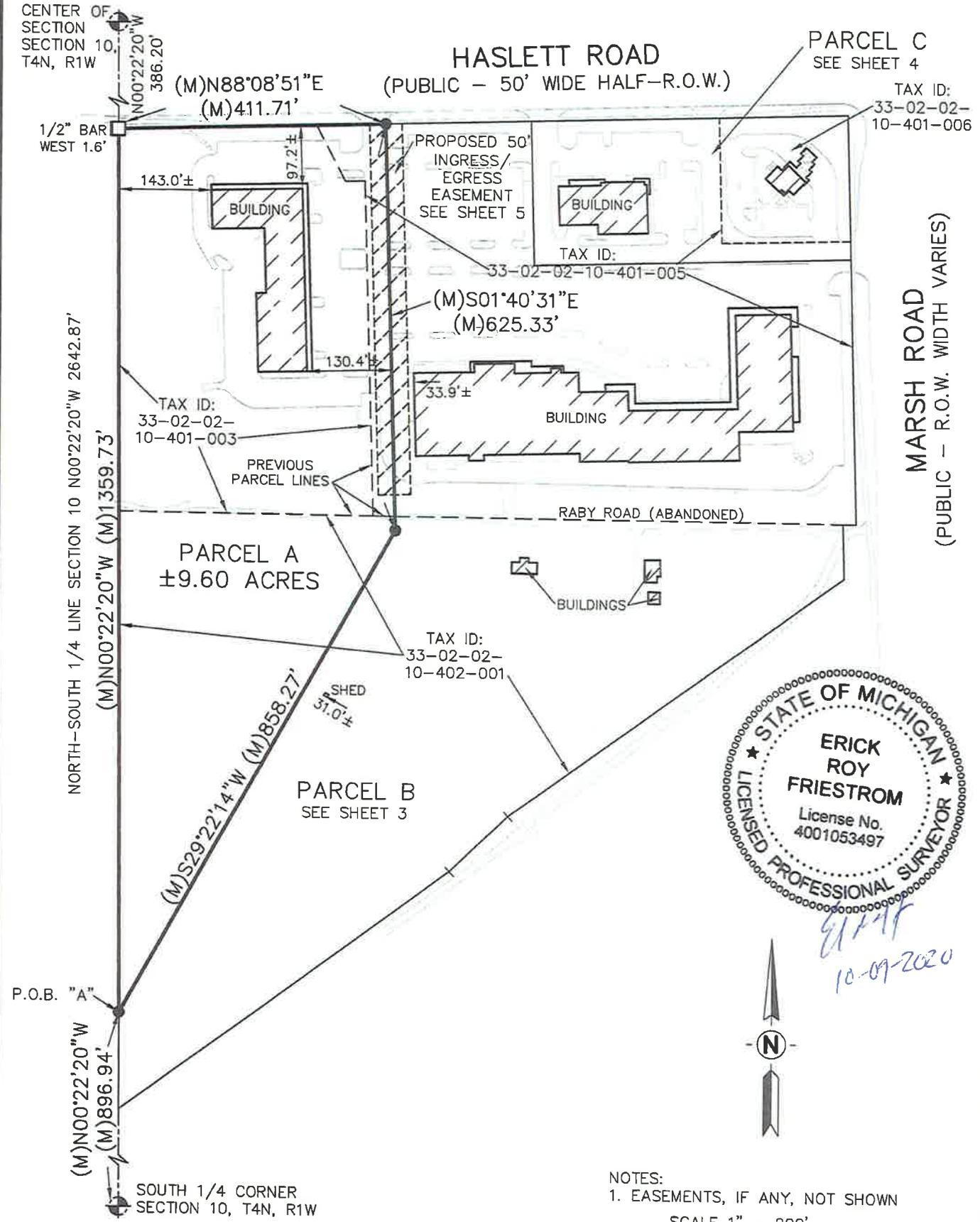
- (M) = Measured Distance
- (R) = Record Distance
- = Set 1/2" Bar with Cap
- = Found Bar & Cap #53497 Unless Noted
- = Survey Boundary Line
- = Distance Not to Scale
- \*—\*— = Fence
- 0.0'± = Denotes Distance to the Survey Line

All Dimensions are in Feet and Decimals Thereof.

<b>KEBS, INC.</b> 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 <b>SSF</b>	SECTION 10, T4N, R1W	
FIELD WORK BY <b>NAW</b>	JOB NUMBER:	
SHEET <b>1</b> OF <b>8</b>	<b>95688.BND</b>	

# CERTIFIED BOUNDARY SURVEY PARCEL A DETAIL

FOR: **CYPRESS PARTNERS, LLC  
LTG HASLETT, L.L.C.**



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



**LEGEND**

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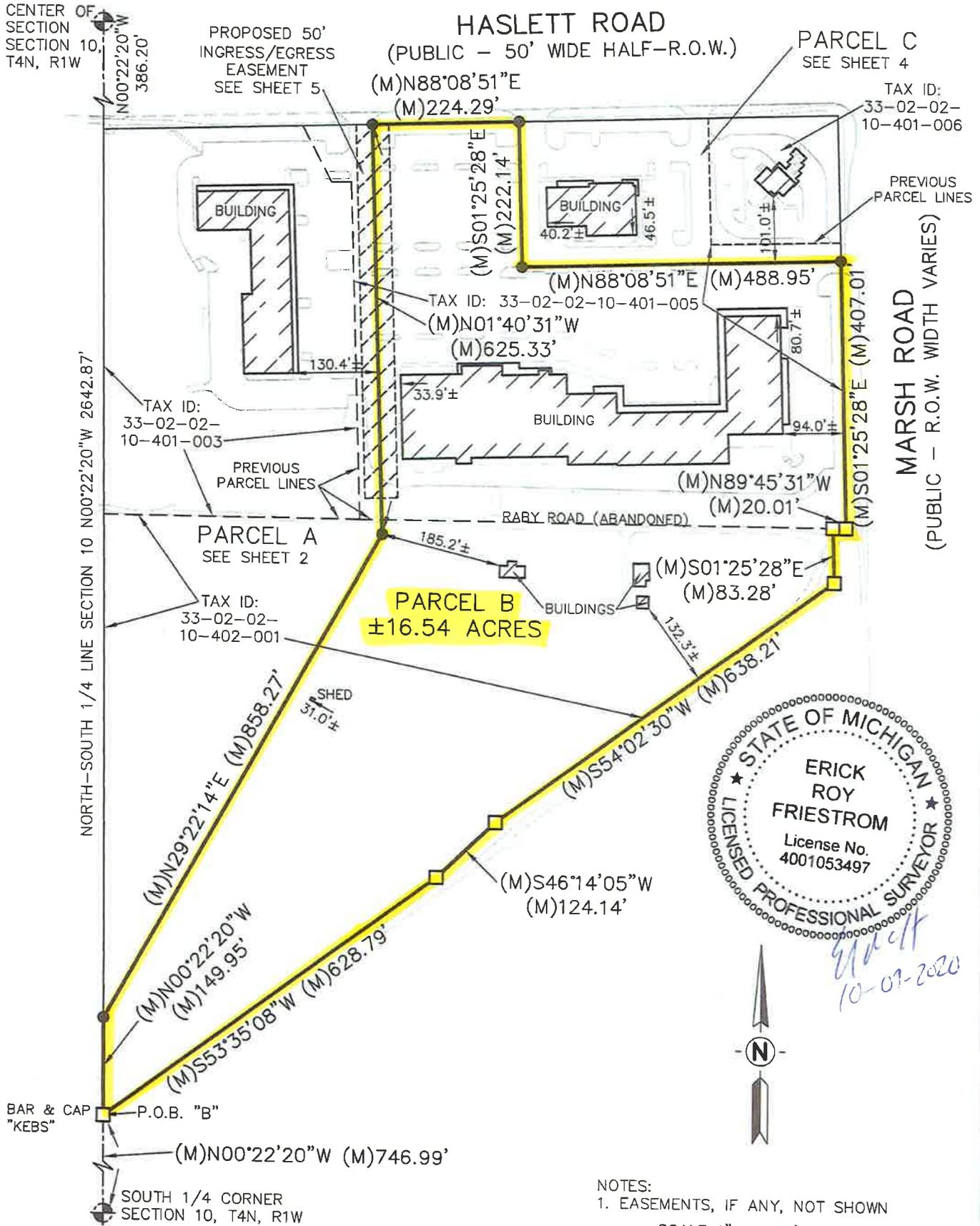
	<b>KEBS, INC.</b> KYES ENGINEERING BRYAN LAND SURVEYS	
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DRAWN BY <b>SSF</b>	SECTION <b>10, T4N, R1W</b>	
FIELD WORK BY <b>NAW</b>	JOB NUMBER:	
SHEET <b>2</b> OF <b>8</b>	<b>95688.BND</b>	

# CERTIFIED BOUNDARY SURVEY

## PARCEL B DETAIL

FOR: CYPRESS PARTNERS, LLC  
LTG HASLETT, L.L.C.

DS *UM* DS *MB*



- LEGEND**
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  - = Found Bar & Cap #53497 Unless Noted
  - = Survey Boundary Line
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  - 0.0'± = Denotes Distance to the Survey Line

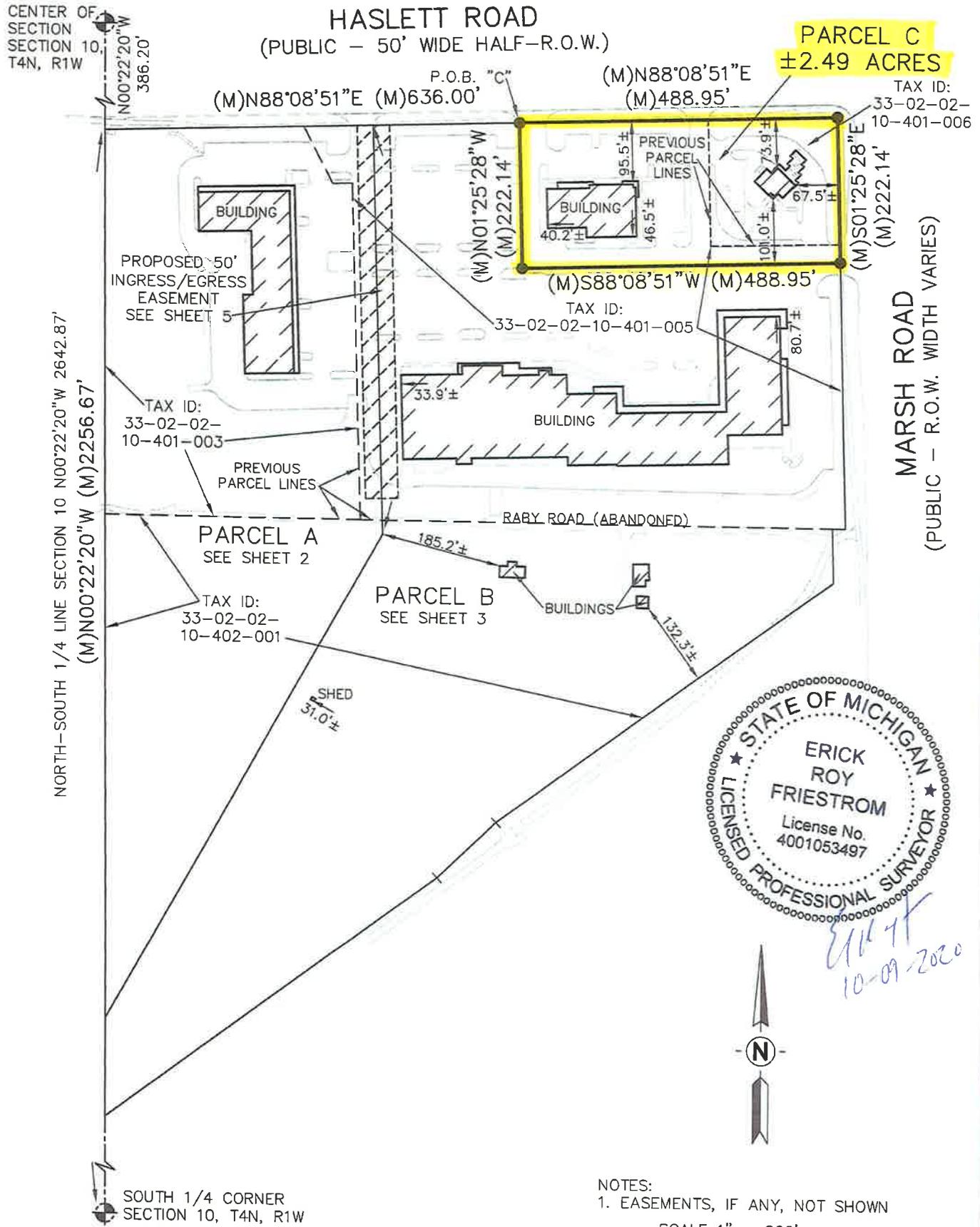
All Dimensions are in Feet and Decimals Thereof.

	<b>KEBS, INC.</b> KYES ENGINEERING BRYAN LAND SURVEYS	
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DRAWN BY <b>SSF</b>	SECTION <b>10, T4N, R1W</b>	
FIELD WORK BY <b>NAW</b>	JOB NUMBER:	
SHEET <b>3</b> OF <b>8</b>	<b>95688.BND</b>	

# CERTIFIED BOUNDARY SURVEY PARCEL C DETAIL

DS  
*UUM* DS  
*MB*

FOR: CYPRESS PARTNERS, LLC  
LTG HASLETT, L.L.C.



STATE OF MICHIGAN  
ERICK ROY FRIESTROM  
License No. 4001053497  
LICENSED PROFESSIONAL SURVEYOR

*Erik Roy*  
10-09-2020



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



**LEGEND**

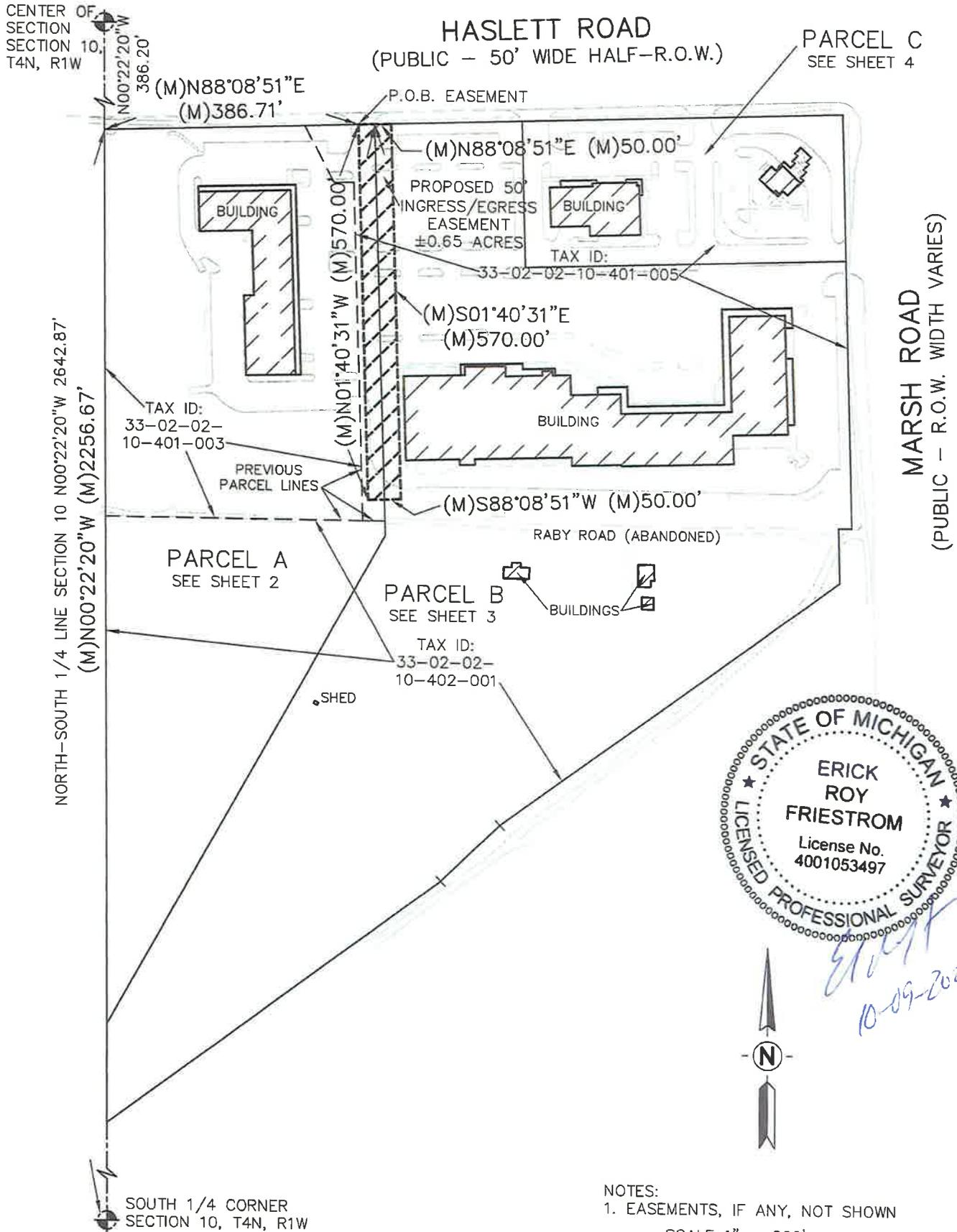
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	<b>KEBS, INC.</b> KYES ENGINEERING BRYAN LAND SURVEYS	
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DRAWN BY <b>SSF</b>	SECTION 10, T4N, R1W	
FIELD WORK BY <b>NAW</b>	JOB NUMBER:	
SHEET <b>4</b> OF <b>8</b>	<b>95688.BND</b>	

# CERTIFIED BOUNDARY SURVEY INGRESS/EGRESS EASEMENT DETAIL

FOR: CYPRESS PARTNERS, LLC  
LTG HASLETT, L.L.C.



STATE OF MICHIGAN  
ERICK ROY FRIESTROM  
License No. 4001053497  
LICENSED PROFESSIONAL SURVEYOR

*Erik Roy Friestrom*  
10-09-2020



- LEGEND**
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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):**

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):**

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):**

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):**

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)



*E. Roy Friestrom*  
10-02-2020

	<b>KEBS, INC.</b> KYES ENGINEERING BRYAN LAND SURVEYS	
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DRAWN BY	SSF	SECTION 10, T4N, R1W
FIELD WORK BY	NAW	JOB NUMBER:
SHEET	6 OF 8	95688.BND

# 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:**

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:**

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:**

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)

DS  
UM
DS  
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10-09-2020

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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:**

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.



*Erick R. Friestrom*  
 Erick R. Friestrom                      Date: 10-09-2020  
 Professional Surveyor No. 53497

	<b>KEBS, INC.</b> KYES ENGINEERING BRYAN LAND SURVEYS
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FIELD WORK BY <b>NAW</b>	JOB NUMBER:
SHEET <b>8</b> OF <b>8</b>	<b>95688.BND</b>



**DRAFT RESOLUTION TO APPROVE A COMMERCIAL REHABILITATION EXEMPTION CERTIFICATE APPLICATION, PA 210 OF 2005, AS AMENDED**

**Minutes of a regular meeting of the Township Board of Meridian Charter Township, held on September 6th, 2022 5151 Marsh Road in Okemos, MI, in Meridian Township Hall at 6:00 PM.**

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_, and supported by \_\_\_\_\_.

**Resolution Approving Commercial Rehabilitation Exemption Certificate Application for SP Holding Company, LLC Located at 1655 and 1621 Haslett road**

**WHEREAS**, the Meridian Charter Township Board legally established the Commercial Rehabilitation District Haslett Village Square Commercial Rehabilitation District No. 1 on August 7th, after a public hearing held on August 7th; and

**WHEREAS**, the taxable value of the property proposed to be exempt plus the aggregate taxable value of property previously exempt and currently in force under Public Act 210 of 2005 or under Public Act 198 of 1974 (IFT's) does not exceed 5% of the total taxable value of Meridian Charter Township; and

**WHEREAS**, the application was approved after a public hearing as provided by section 4(2) of Public Act 210 of 2005 on September 6th; and

**WHEREAS**, the SP Holding Company, LLC, is not delinquent in any taxes related to the facility; and

**WHEREAS**, the application was approved for 10 years and no opportunities for extending the exemption; and

**WHEREAS**, the application is for commercial property as defined in section 2(a) of Public Act 210 of 2005; and

**WHEREAS**, the applicant SP Holding Company, LLC has provided answers to all required questions under the application instructions to the Township Board; and

**WHEREAS**, the Township Board requires that rehabilitation of the facility shall be completed by December 31, 2028; and



**WHEREAS**, the commencement of the rehabilitation of the facility did not occur more than six months prior to the filing of the application for exemption; and

WHEREAS, the application relates to a rehabilitation program that when completed constitutes a qualified facility within the meaning of Public Act 210 of 2005 and that is situated within a Commercial Rehabilitation District established under Public Act 210 of 2005; and

**WHEREAS**, completion of the qualified facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, and increase the number of residents in the community in which the facility is situated; and

**WHEREAS**, the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(j) of Public Act 210 of 2005.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Board of Meridian Charter Township

Be and hereby is granted a Commercial Rehabilitation Exemption for the real property, excluding land, located in Commercial Rehabilitation District, Haslett Village Square Commercial Rehabilitation District No. 1 at 1655 and 1621 Haslett Road, Haslett, MI 48840, for a period of 10 years, beginning December 31, 2022, and ending December 30, 2032 pursuant to The provisions of PA 210 of 2005, as amended.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

---

Clerk Deborah Guthrie

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Township Board of the Meridian Charter Township, County of Ingham, Michigan at a regular meeting held on September 20th.

## **1655 and 1621 Haslett Road Proposed Development Approval Timeline**

### **MUPUD**

Approved August 7th, 2022

Next step: Site Plan Review internal process completed by Planning staff

### **Brownfield Redevelopment Plan**

\*Dependent upon when the Brownfield Plan is submitted

1. Introduction of the BRA plan at the Brownfield Board August 18th
2. Action at Brownfield Board September 15<sup>th</sup>
3. Introduction of plan at Township Board August 15th
4. Public Hearing at Township Board September 6th
5. Action at the Township Board Action at Township Board October 4th

### **Establishment of a Commercial Rehabilitation District**

Established July 2022 Haslett Village Square Commercial Rehabilitation District No. 1

### **Application for Commercial Exemption**

Received Monday August 22nd , 2022

Internal review completed by Economic Development Director

Taxable and SEV confirmed by Township Assessor

Public hearing for CRA exemption is September 6th

Township Board may approve September 20th

Application, Resolutions and Narrative are submitted to STC for certification

### **Construction Commencement**

November demolition and site contamination removal

Vertical Construction Spring 2023

First Phase Development completed 2024



**To: Township Board**

**From: Timothy R. Schmitt, AICP  
Community Planning and Development Director**

**Date: August 30, 2022**

**Re: 1621 & 1655 Haslett Road – Brownfield Plan – Public Hearing**

---

At the August 15, 2022 Township Board meeting, a public hearing was scheduled for September 6, 2022 on the proposed Brownfield Plan for 1621 and 1655 Haslett Road. The Meridian Township Brownfield Redevelopment Authority (MTBRA) had previously reviewed the proposal and recommended approval of the plan to the Township Board.

In accordance with the provisions of the Brownfield Redevelopment Financing Act, Public Act 381 of 1996, as amended, the public hearing is required to be held by the Township Board, affording all residents, taxpayers, interested parties, and taxing units affected by the plan an opportunity to be heard, prior to final review and potential approval.

After the public hearing was scheduled, Staff sent notices directly to all of the taxing agencies that would be affected by the plan, along with the State of Michigan, given that the plan proposes to capture State taxes as well. Additionally, the notice was published in the newspaper. To date, Staff has received no comment on the proposal. After the public hearing, the matter is on the agenda for discussion as well, to allow a more robust conversation around the plan, as needed. Action cannot be taken on the request until 10 days after the public hearing, pursuant to the State enabling legislation.



11. C & 13. C

**To: Township Board**

**From: Frank L. Walsh, Township Manager**

**Date: September 2, 2022**

**Re: 2023 Recommended Budget Public Hearing and Discussion**

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On Friday, August 26, 2022, the Recommended 2023 Budget was provided to the Township Board members.

The overarching goals of the 2023 Budget mirror the 2022 Action Plan adopted by the Board in December 2021. An overview of the entire \$60,000,000 Budget can be found in the 20 page management overview located in the first part of the annual document.

Finance Director Amanda Garber and I look forward to presenting the budget to you on Tuesday, September 6<sup>th</sup>. In the meantime, please do not hesitate to contact me if should you have any questions.

**Attachment:**

1. 2023 Recommended Township Budget



# 2023

## Budget

Charter Township of Meridian



"We dedicate the 2023 Meridian Township Budget to the late Supervisor Ronald Joseph Styka. Ron's dedicated public service to the community spanned more than three decades. Meridian Township is a better place thanks to Ron Styka."

### Meridian Township

5151 Marsh Road  
Okemos, MI 48864  
517.853.4000



[meridian.mi.us](http://meridian.mi.us)

RECOMMENDED  
BUDGET  
FOR THE  
FISCAL YEAR ENDING DECEMBER 31, 2023

Presented

To

Meridian Township Board

Patricia Herring Jackson, Supervisor  
Deborah Guthrie, Clerk  
Phil Deschaine, Treasurer  
Courtney Wisinski, Trustee  
Scott Hendrickson, Trustee  
Marna Wilson, Trustee  
Kathy Ann Sundland, Trustee

By

Frank L. Walsh  
Township Manager

Amanda Garber, CPA  
Finance Director

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**Meridian Township**  
5151 Marsh Road  
Okemos, MI 48864

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**Township Board:**

**Patricia Herring Jackson**  
*Township Supervisor*

**Deborah Guthrie**  
*Township Clerk*

**Phil Deschaine**  
*Township Treasurer*

**Courtney Wisinski**  
*Township Trustee*

**Scott Hendrickson**  
*Township Trustee*

**Marna Wilson**  
*Township Trustee*

**Kathy Ann Sundland**  
*Township Trustee*

**Frank L. Walsh**  
*Township Manager*

08/26/2022

Dear Supervisor Jackson and Board Members:

Finance Director Amanda Garber and I are pleased to present you with the recommended \$60,946,897 2023 Meridian Township Operating Budget. We plan to present you with a complete overview of the budget at your September 6<sup>th</sup> 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**

As I begin my 10<sup>th</sup> budget cycle with the township, I can't help but marvel at the accomplishments of our entire team. The last decade has brought significant improvements to Meridian Township as we flex our muscle for the next 10 years.

Back in 2013, our community faced overwhelming debt. We were saddled with over \$38,000,000 in unfunded pension promises, our motor pool fund balance was \$75,000 and our Central Fire Station was in dire need of replacement. In addition, Town Hall's HVAC system was failing, our local roads were rated very poorly, our public safety team needed additional staffing and we had a dream to build two significant pedestrian enhancements along Okemos Road.

Our current and former elected officials and appointed leaders should take great pride in eliminating nearly \$10,000,000 in legacy costs, allocating over \$500,000 for solar arrays, building our new fire station, adding six members to our fire/police departments, replacing our HVAC, constructing the new Central Fire Station, improving our PASER Rating, adding the Okemos Road Pedestrian Bridge and the Okemos Road Boardwalk and increasing our motor pool fund balance to over \$800,000. Most importantly, other than the fire station bond, we have paid cash for our improvements.

This brings us to the 2023 Budget. We are approaching this year with a slightly different slant. As we have put together several successful years of project management, and building our community, we have not kept up with comparable wage scales. As we compare ourselves to like communities, we have fallen behind in team compensation. In today's competitive drive to retain and recruit talent, in 2023, we must address our shortcomings. The draft budget presented to you attempts to address people over projects.

Although we are planning several key projects in 2023, the highlight is an additional step increase to our team members who have served the community in their current position for more than five years. The Budget includes a one-time 5% increase for our longer term, non-police and fire staff. You may recall, this year we adjusted police and fire wages across the board. To be fair, we may choose to do more for public safety in 2023 & 2024.

While the list of 2023 projects may not eclipse previous years, our number one goal is to retain our top talent. We can always build and buy more shiny stuff, but our real focus must be our people. That's what makes Meridian a Prime Community.

## **CHALLENGES AND OBSTACLES**

The 2023 Budget is hindered by four major challenges. Here is a breakdown of our most daunting obstacles:

- As with every community that provides law enforcement, our challenge is not unique. We must continue to raise the bar on recruiting and retaining police officers and paramedics.
- The inflationary effect on our local roads program is troublesome. Given the 18%-20% increase in project costs, we will struggle mightily to keep up with our anticipated PASER Ratings.
- Our MERS pension payments continue to drag down our operating costs. In 2023, we expect to contribute over \$5,300,000 in legacy costs.
- We must be mindful of how we plan for, and participate in, future drain projects. Our 2023 drain assessment is approaching \$1,000,000.

### **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 2022, the Township Board adopted a formal policy to maintain an end of year general fund balance of 25% of budgeted General Fund expenditures. Over the past nine years, we have exceeded this goal. In Michigan, the average municipal rainy day fund is approximately 22% of the annual general fund expenses. If the 2023 General Fund Budget is approved on September 20<sup>th</sup>, our rainy day fund will be 45% of annual expenses. Again, we are taking a very conservative approach with the pandemic challenges on the horizon. Without the generous support of our taxpayers, we would not be in such a strong financial position. When reviewing our budget, we need to remain cognizant of our daunting \$24,000,000 pension liability.

The 2023 General Fund revenue is \$25,585,700. We expect our 2023 expenses to be \$27,169,291. Hence, we project expenses to bypass revenues by \$1,583,591. It is important to note, we are not proposing a budget with a structural deficit. If you eliminate the one-time \$501,200 capital expenses for a new recycling center (\$251,200), Service Center building generator (\$200,000), LED office light conversions (\$50,000), and Meridian Redevelopment Fund (\$1,250,000) the General Fund would have a positive net balance of \$167,609. The sum of the one-time expenses is \$1,751,200.

Although our 2023 Draft General Fund Budget is not balanced, we are not in a structural deficit position. In fact, we are healthy. If the 2023 General Fund Budget is approved, as presented, our December 31, 2023 fund balance is expected to be \$12,355,867.

### **MERS PENSION DEBT**

The 2023 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 total contribution of \$5,339,460. According to MERS, our ARC, based on 7.00% rate of return, is \$3,135,552. Our 2023 recommended contribution is \$2,203,908 beyond the required payment. This information is available to you on Page 7 of the 2021 Meridian Township Annual Actuarial Valuation Report. Since 2017, with the additional payment to MERS, our funding level has increased from 56% to 72%. We continue to assume a 5.00% rate of return.

Our current unfunded MERS pension liability is as follows:

Fire Department \$13,352,366 (accounting for surplus fund)  
Police Department \$7,584,809 (accounting for surplus fund)  
Department of Public Works \$1,279,021  
Administrative Professionals \$982,467

It is important to note that the pension modifications instituted over the past five years has yielded a positive result. Both the police command/patrol 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 5.00% smoothed rate of return. I would not heed the advice of future leadership if they suggest incorporating the MERS 7.00% rate of return.

**A BIRD'S EYE VIEW**



As you begin to focus on the \$60,946,897 spending plan, it's most helpful to take a closer look at the 2023 major expenses. Here is a breakdown of our Recommended 2023 Budget:

- Police and Fire Services** \$14,516,869
- Sewer Fund** \$8,611,192
- Water Fund** \$7,396,364
- Local Roads** \$4,952,500
- Pedestrian Pathways** \$4,347,995
- Parks & Recreation** \$2,161,935
- Motor Pool** \$1,725,707
- Meridian Redevelopment Fund** \$1,250,000
- Drain Assessments** \$973,000
- IT** \$875,995
- Capital Projects** \$501,200
- Communications** \$465,724
- CATA** \$385,000
- Fire Station Debt** \$275,243

The above expenses represent approximately \$48,400,000 of the \$60,000,000 Budget. Hopefully, this illustration presents a more transparent picture of the township's priorities and expenses.

**LOCAL ROADS**

The third year of the 10-year voter-approved program is well underway. The goal of the program is to raise the average Pavement Surface Evaluation and Rating (PASER) rating of our 147 mile local road system to a "good" condition (8/10 on the PASER rating) by the end of the decade long program. You may recall that in



2019, when we proposed the new road millage, our average PASER rating was 4.48. At the end of 2022, our average PASER rating is projected to be 6.144, a 37.14% increase in the first three years of the 10-year local road program. However, this does not account for roads that have not been worked on that may have declined in PASER rating over the past three years. We will also be updating our PASER ratings for all 147 miles of local roads this fall, which will give us the true improvement in our average PASER rating.

### **2022 Reconstruction Road Projects**

Currently, the 7.87 miles of resurfacing and reconstruction is about 60% complete. Thanks to the Board's generous support with \$1.3 million in American Rescue Plan (ARP) funding, we were able to add Wellington Estates (1.03 miles) to the 2022 local road program. We have also added a portion of Northview Drive just south of Grand River Avenue that was going to be left in poor condition based on the scope of the Daniels Drain project.

### **2021 and 2022 Preventative Maintenance Road Projects**

The 2021 preventative maintenance projects were not completed last year. We have completed nearly all of the 2021 and 2022 crack seal work, 12.85 miles in total. We will complete the 5.24 miles of preservation cape sealing work from the 2021 and 2022 local road program in August, September and October of this year.

By the end of 2022, we will have reconstructed over 26 miles of our poorest condition roads and will have completed over 29 miles of preventative maintenance road work, over 55 miles of road work in total.

Funding for the 2022 local road budget is provided by four main sources: the 2019 road bond proceeds (\$3,500,000), a transfer from the general fund (\$280,000), contribution from Ingham County (\$172,500), and American Rescue Plan (ARP) funding (\$1.3 million). We just completed the public sale of our second round of bonds for the local road program. We bonded for \$12.934 million. The 2023 budget recommends that \$4.5 million be focused exclusively on road rehabilitation and resurfacing and that the general fund contribution and County funds, \$452,500 total, be used for engineering, inspection, and preservation road work.

We are in the process of engineering the Township's 2023 local road program, which includes 6.47 miles of reconstruction and 5.5 miles of cape seal work. We will be bidding the reconstruction projects in January of 2023 when oil prices are known to the contractors with the final 2023 local road program list announced in January or February.

**MOTOR POOL**



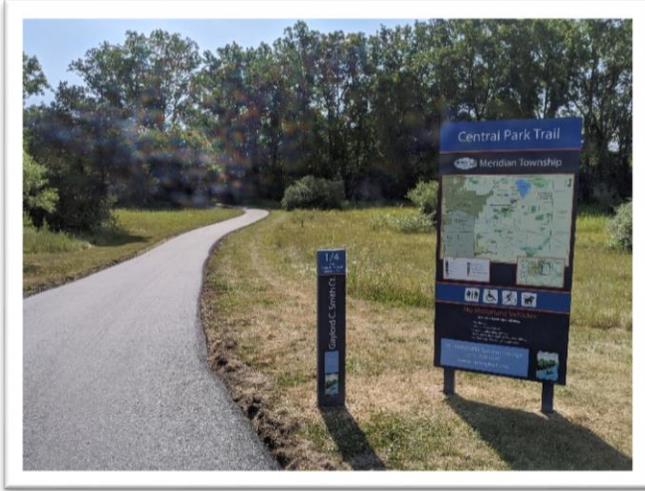
The Motor Pool Fund is an internal service fund used to account for the purchases and maintenance of the Township fleet. It is a critical fund, as many of the Police, Fire, Parks, and DPW services we provide to our residents require the use of specialized vehicles and equipment. The Motor Pool is funded by rent charges from the various Township Departments based on future replacement costs, repairs and fuel usage. In the 2022 adopted budget, we made a down payment of \$225,000 toward the purchase of a new fire engine to replace Engine 93. Engine 93 is a 1999 model.

As part of the Motor Pool budget, we are recommending the purchase of the following vehicles and equipment:

Fire Department	Fire Engine (Replacing Engine 93) *\$225,000 grant from the State of Michigan paid in 2022 towards the engine. The total cost of the new engine is \$589,500.	\$364,500*
Police Department	3 Police Interceptors for Road Patrol	\$150,000
Parks Department	22' Landscaping Trailer	\$15,000
	2 Zero Turn Mowers	\$45,000
	Tool Cat	\$74,000
	Tool Cat Attachments	\$10,000
	Ford F-350	\$55,000
	Chevy Colorado	\$28,000
Water	Ford F-350	\$55,000
Sewer	Ford F-350	\$55,000

At the end of 2023, we anticipate that we will have a fund balance of \$881,162 in the Motor Pool Fund for emergency and future capital outlay and operations. It is important to note that the Motor Pool Fund had a paltry balance of \$75,000 in 2013.

**PATHWAY AND TRAIL PROJECTS**



We will be going to bid on Phase I and II of the MSU to Lake Lansing Trail in August or September with construction beginning in the fall of 2022. Due to the federal TAP grant for Phase I, MDOT must bid this project for us. We are waiting for MDOT to release the RFP for Phase I.

Our 2023 pathway and trail projects recommended for funding from the Township Pedestrian/Bicycle Pathways Millage include:

Project	Meridian Township Pathways Millage	Federal TAP Grant through MDOT	Original Ingham County Trails & Parks Millage Grant	Updated Ingham County Trails & Parks Millage Grant	Grant Funds Received from the Ingham County Trails & Parks Millage	Project Total
<b>MSU to Lake Lansing Connector Trail, Phase I</b>	\$350,000	\$1,700,000	\$950,000	\$950,000	\$237,500	\$3,000,000
<b>MSU to Lake Lansing Connector Trail, Phase II</b>	\$215,000	\$0	\$625,000	\$687,000	\$343,500	\$902,000
<b>4619 Okemos Rd Retaining Wall Replacement</b>	\$12,000					\$12,000
<b>2364 Mount Hope Retaining Wall Replacement</b>	\$23,000					\$23,000
<b>Carlton St Pathway</b>	\$100,000					\$100,000
<b>Z Gates for Railroad Quiet Zone</b>	\$50,000					\$50,000
<b>TOTALS:</b>	<b>\$750,000</b>	<b>\$1,700,000</b>	<b>\$1,575,000</b>	<b>\$1,637,000</b>	<b>\$581,000</b>	

## CHANGING PROPERTY VALUES

According to Township Assessor Ashley Winstead, Meridian Township expects to see a 4.80% increase in 2022 taxable values. The Township's 2022 tax base stands at \$2,006,503,581. The number of tax appeals facing the Township has dropped dramatically over the past several years. At this time, we have seven open appeals. In 2013-14, we had 47 open appeals.

### **Millage Renewals**

Below is the proposed Millage and Taxable Value Summary for 2022.

#### **MILLAGE & TAXABLE VALUE SUMMARY**

<u>PURPOSE</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Charter Operating	4.1670	4.1670	4.1578	4.1578	4.1444
Local Roads(2012)	0.2479	0.0000	0.0000	0.0000	0.0000
EMS/Fire(2020)	0.6353	0.6353	0.6339	0.6339	0.6318
Police(2020)	0.6030	0.6030	0.6016	0.6016	0.5996
Community Services(2022)	0.1487	0.1487	0.1483	0.1483	0.1478
Pedestrian/Bicycle Pathways (2016)	0.3316	0.3316	0.3308	0.3308	0.3297
CATA Redi-Ride(2019)	0.1983	0.0000	0.1978	0.1978	0.1971
Land Preservation(2020)	0.3273	0.3273	0.1000	0.1000	0.0996
Police and Fire(2017)	1.4804	1.4804	1.4771	1.4771	1.4723
Parks(2014)	0.6612	0.6612	0.6597	0.6597	0.6575
<hr/>					
SUB-TOTAL OPERATING	8.8007	8.3545	8.3070	8.3070	8.2798
Fire Station Building Debt(2012)	0.2000	0.2000	0.2000	0.2000	0.2000
Street Improvement Debt(2019)	0.0000	1.9429	1.9429	1.9429	1.9429
<b>TOTAL ALL MILLAGES</b>	<b>9.0007</b>	<b>10.4974</b>	<b>10.4499</b>	<b>10.4499</b>	<b>10.4227</b>
<b>Taxable Value (000)</b>	<b>\$1,760,492</b>	<b>\$1,819,244</b>	<b>\$1,872,353</b>	<b>\$1,914,507</b>	<b>\$2,006,503</b>
	4.29%	3.34%	2.92%	2.25%	4.80%

## **COMMUNITY PLANNING & DEVELOPMENT**

Construction continues to proceed steadily in the Township, with new home construction proceeding rapidly in the Copper Creek and Silverstone subdivisions. We also see new developments coming later this year and early next year from DTN, Mayberry Homes, and Giguere Homes, along with consistent commercial investment throughout the community. The Planning side of the Department has had a steady year, highlighted by the Mixed Use Planned Unit Development (MUPUD) review of the redevelopment of Haslett Village Square. We continue to spend a large amount of time working on potential projects that will continue to support the Building Department in the future. Through July of this year, Building Permit revenue is approaching \$566,000, substantially higher than any time since 2018, with the average in those four years coming in at \$372,000. From a valuation perspective, this comes out to over \$54,000,000 this year, over ten million dollars higher than 2018, the next closest recent year. This huge increase is led by the American Homes project, valued at \$20,000,000, which will start construction in the coming weeks. With a couple of other large projects still on the horizon, this could be the busiest year in decades for the Building Department.

Our rental inspection program is still recovering from a substantial downturn during the COVID-19 pandemic. At this point of the year, in 2018 and 2019, the department was right around \$125,000 in revenue. In 2020 and 2021, that number dropped to \$85,000. In 2022, we modified the fee structure around rental properties, but we are still struggling in this area to get back up to speed and are at \$53,000 in revenue. Staff is working to modify scheduling for the fall to ensure that we get in as many properties as possible this year and looking at longer term changes to stay on track. Looking forward, we will become a more nimble department. This will be led by digital plan submittal, permitting, and payment options that we are looking to implement in 2023. Following that work, we also hope to begin digitizing our plans, so that data is more easily accessible to the general public.

## **DIVERSITY, EQUITY AND INCLUSION**

### **“To Promote and Support a Diverse, Equitable, and Inclusive Workforce Through Training, Evaluation and Action.”**

Our internal Diversity, Equity & Inclusion (DEI) Task Force is committed to hitting the ground running in 2023. Over the past few months, our efforts have been somewhat hindered due to scheduling conflicts with team members. With the addition of Melissa Massie to our Director’s team, we now have two Directors committed to DEI leadership. You will note there is \$30,000 budgeted for DEI in both 2022 and 2023.

Our efforts will go beyond training. Our team is looking at adding free feminine products in our restrooms, making our public bathrooms unisex and broadening our efforts to attract a more diverse workforce. I will note that we have become a much more diverse workforce over the past 18 months. Our efforts going forward will be borne out of the Township’s DEI Task Force and their direction on what’s next. Near the end of 2021, Director Tithof led a DEI training session with the Michigan Department of Civil Rights and we also held our inaugural Juneteenth Celebration with the Honorable Judge Wanda Stokes presiding. The Township Board has added Juneteenth as a permanent township holiday. We also held a lunch and learn with MSU professors to better understand DEI in the workforce.

While there is plenty for us to learn and implement, we have the right people in place to carry forward our mission.

## Juneteenth Event



### ECONOMIC DEVELOPMENT

#### **1673 Haslett Road “American Home Meridian” Formally “Pine Village”**

A couple weeks into summer 2022 we greeted the demolition at 1673 Haslett Road. A great start to summer construction in the Haslett Potential Intensity Change Area. After ten years of hard work of the Township Board, Staff and Committee Members, we make way for our first approved mixed use project in Haslett. The project was previously referred to as “Pine Village,” a nod to our community lake now called Lake Lansing. The modification in name from “Pine Village” to “American Home Meridian” is due to the ownership. Cypress Partners sold the property to the new operators of the building Redico. The current market has stabilized for steel and lumber prices and the Redico team is taking the opportunity to begin the 114 unit mixed use development. The first floor of this development will be commercial office/retail, and will include common open space, walk in retail options and connection to the Interurban Trail. The approved Brownfield Plan of \$3 million of a \$20 million investment, will assist site contamination clean up in the following weeks, once the building structure is removed. This major redevelopment will inspire the commercial corridor we envision on Haslett and Marsh Road.



**Saroki's Haslett Marathon**



**Joes on Jolly**



**Elevation**



### Buddy's Pizza



### Trader Joe's



### Hypershine Car Wash



## Business Retention



## Juneteenth Celebration



## FIRE DEPARTMENT

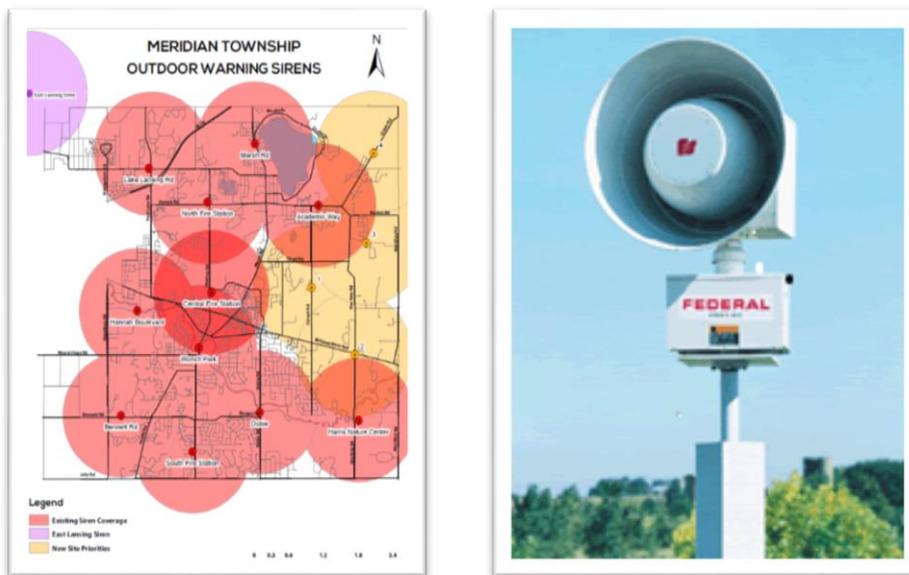


The Department, through its highly trained and dedicated employees, strives to deliver the highest quality fire protection and emergency medical services in the most cost effective manner through quality fire prevention, suppression, and emergency medical services delivery, with the utmost regard for the safety of its citizens, visitors, and employees.

Each year, we strive to prepare a budget, with minimal economic impact, but supports the Meridian Township Fire Department's needs to improve response, provide optimal personal protective equipment, provide vehicles to respond safely, in a timely manner, with the appropriate lifesaving equipment to all township emergencies. The Meridian Township Fire Department staff would like to thank our citizens for their continual support.

The 2023 Fire budget includes continuing the MIOSHA-mandated replacement of equipment (structural firefighting gear and PPE) along with SCBA cylinders, cots for the ambulances, tools, saws, rope rescue equipment, water rescue suits, and smaller tools and equipment that are in poor condition.

In 2023, the multi-year project to add outdoor warning sirens will continue with the purchase of the 12<sup>th</sup> siren. This project ensures Township-wide protection for residents during severe weather emergencies.



Over the past four years, there has been a rapid decline of individuals becoming licensed paramedics in the state of Michigan and across the country. This shortage has affected fire-based EMS with minimal numbers of paramedics to hire and placed us in a position of competing with other fire departments for new hires. We continued our recruiting efforts looking at new ways to recruit and hire qualified individuals filling vacant positions. In 2022, we evaluated the operational feasibility to hire EMTs and sponsor them to paramedic training. Working with staff, we determined that this process would be effective and we hired two EMT/Firefighters who will attend an 18-month paramedic course. Moving into 2023, we will continue to recruit Paramedics and EMTs to replace three firefighters eligible for retirement.

### **INFORMATION TECHNOLOGY**

In 2022, the Township worked with Brightline IT to complete a renovation plan for the Township Technology Systems. The 2023 technology budget focuses on implementation of the second year of proposed improvements and removal of depreciated systems. This will include \$75,000 of workstation replacements, \$79,000 for replacement of the servers related to our data continuity plan, including patch management, system backups, and cloud services to enhance network security at the end-user and core

systems. The Technology Department will continue to invest significant funds for the training of technology staff and end-users across the organization in 2023.

There are two new software packages included in the 2023 budget: 1) JustFOIA, an online portal used to manage Freedom of Information Act requests as they are submitted and then executed across the organization; and 2) PowerDMS, the online portal that is currently used to manage our Police Accreditation process will be expanded to include new functions to assist our Field Training Officers as they train our new Police Officers to the Department's Standard Operating Procedures, new employee time tracking modules, and a new module to track citizen based complaints as they are processed by the Department.



### **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, Storm Water, Geographic Information Systems (GIS), Local Roads, Motor Pool, Cemetery, and the Buildings and Grounds functions of the Township.

To fund all those operations, we 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 for the purchase of treated and softened water from the East Lansing Meridian Water Authority (ELMWSA) and the Lansing Board of Water and Light (LBWL), Water Maintenance and Capital Outlay.

Water improvement projects recommended for 2023 include replacing the 16" water main valves at the Grand River Avenue and Marsh Road intersection and the 16" valve near the railroad tracks east of Park Lake Road (\$160,000), a new 16" mid-block gate valve on Grand River Avenue between Marsh Road and



## POLICE DEPARTMENT

In 2022, the Police Department added two new officers and sponsored five recruits to the Mid-Michigan Police Academy at Lansing Community College. Staffing shortages are common in law enforcement and staff continues to focus on hiring and retaining qualified officers. The 2023 budget includes funding for sponsoring candidates to the academy. These efforts are important to reach our full staffing goal of 41 officers while increasing the diversity of the employees working in the Police Department. The Department will have 37 sworn officers entering into 2023. The Department continues to increase diversity through recruitment and retention efforts.



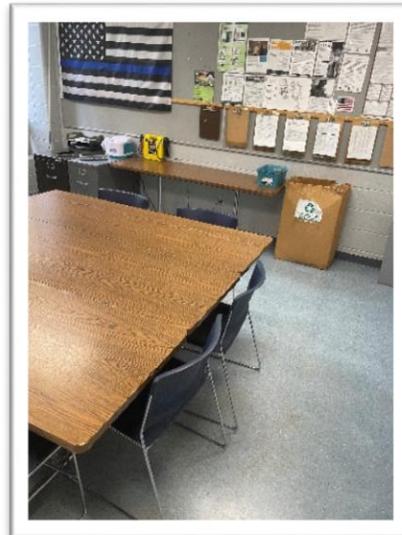
Traffic safety complaints continue to be a top concern for citizens. In 2022, there was an overwhelming amount of road construction in the Township. Officers responded to traffic complaints and conducted directed patrols to address neighborhood traffic issues.

The Department will have an on-site inspection for re-accreditation in December of 2022. Every three years accredited agencies are inspected by assessors to ensure compliance with the over 100 standards set by the Michigan Law Enforcement Accreditation Commission (MLEAC). After a Michigan Law Enforcement Accreditation Commission review of our assessment, our agency will be re-accredited in February of 2023.

The Police Department continues to provide police services to Williamstown Township. The contract was renewed at the end of 2021. Due to staffing levels, the Department reduced the number of patrol hours provided to Williamstown Township. The new contract has provisions for various levels of patrol so staffing levels in Meridian are not impacted.

Updates to the public safety building are ongoing. In 2022, new conference room chairs were purchased to replace outdated and broken chairs that were being used in the conference room. Recently, office chairs throughout the building were replaced and blinds were added to our secondary training room.

The 2023 budget includes funding to update the briefing room (\$18,000). The briefing room is used as an information-sharing center for the department. The furniture in the room is 30 years old and the floor is showing dramatic rust. We are also recommending \$18,000 for the purchase of a second canine unit. As you are aware, Meridian Township has been without our second canine since 2018. The canine purchase would be appropriated from the Narcotics Forfeiture Fund.



### **PARKS AND RECREATION**

Thanks to the efforts of many, our park system has experienced growth and needed improvements in recent years to meet the needs of our growing community. As we move into 2023, our focus will shift toward maintenance and repair upgrades to existing facilities.

The Central Park Pavilion continues to be one of the township's most popular gathering locations. Constructed in 1978, it has experienced a great amount of wear and tear over the years while serving as our Farmers' Market. While the structure and foundation are sound, the overall appearance is in need of attention. This site will receive all new landscaping and cosmetic improvements to the pavilion. The 2023 Budget sets aside \$100,000 to be earmarked for the pavilion.

Keeping the structural integrity of the Meridian Historical Village buildings is a priority. In 2022, the Parks and Recreation Department contracted with an architectural firm who specializes in historic structures to obtain a structural assessment of each building together with a prioritized list of maintenance needs. This report will provide an organized and methodical approach to our maintenance activities in the Historical Village in 2023. The 2023 Budget set aside \$40,000 for improvements to the Meridian Historical Village.



In order to complete a consistent appearance at Harris Nature Center with the newly added improvements of the pavilion and restroom building in 2021, the HNC building will receive \$15,000 in exterior façade stonework to match the new amenities.



As we work to improve accessibility to recreation on the Red Cedar River, the Ferguson Park canoe landing requires renovating, as it has become unusable. To determine what is required to renovate this feature, funds are budgeted in professional services to obtain an engineer’s opinion and plan to assist with budgeting to complete the work in 2024.

Lastly, now that a new signage program is established, \$100,000 is budgeted to begin replacing signs in all of our parks. Depending on final costs, this may be a two or three year project to complete.

Of course, there are many new amenities on the Park Commission’s horizon, but first, our priority is to maintain to the highest quality, the facilities we already have. The Parks and Recreation Department looks forward with enthusiasm to continue providing clean and well maintained park facilities, inclusive and dynamic recreation programming for all ages and abilities, opportunities for community engagement, environmental stewardship management of public lands, and a high quality Farmers’ Market.

### **COMMUNICATIONS AND HOMTV**



The Communications Department continues to provide the core communication services for the Township including emergency/crisis communications, website and social media management, marketing and branding, HOMTV programming and live production of municipal meetings.

Now that we are able to get back to in-person HOMTV studio interviews and programming, the 2023 Budget includes \$20,000 for studio improvements, which include new curtains and sound proofing. Monies have also been allocated for part-time paid interns to assist with televised Township Boards & Commissions meetings, as well as marketing and communication efforts.

The Communications Department strives to maintain a cycle of upgrading and replacing HOMTV Field, Editing and Control Room Equipment. The 2023 budget recommends equipment replacement purchases based on the new 5-Year Equipment Replacement Plan. Those purchases include replacement of camera system E, replacing two editing computers, broadcast audio mixer, CAMTV Ultra Nexus and studio microphones, as well as the continuation of reconfiguring the HOMTV Server Room.

### **SUMMARY**

Before I summarize the 2023 Budget, I want to thank Finance Director Garber, and the entire TEAM for their contributions in creating the DRAFT 2023 Budget. The Township Board allows for a seamless and well-thought-out budget process by adopting annual goals and objectives. It's our responsibility to align the annual spending plan with the Board's vision.

Based on the Board's vision, our 2023 Budget focuses on:

- Improving Local Roads
- Sustainability & the Environment
- Public Safety
- Diversity, Equity and Inclusion
- Maintaining a Welcoming Parks System, Pathways and Open Space
- Community Ambience
- Infrastructure
- Redevelopment of the PICA's
- Reducing Long Term Legacy Costs
- "Keeping our Promises"

It's also important to note that the 2023 Draft Budget maintains promises made to voters over the past four years. In 2017, we made a 10 year commitment to:

- 41 sworn Police Officers
- Commitment to maintain 32 Paramedic/Firefighters
- Commitment to an additional \$1,500,000 contribution to MERS for police and fire pension

In 2019, we made a 10 year commitment 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 2023 Budget include the following recommended appropriations:

- **5% Additional Step Increase (\$312,000)**
- **Local Roads Program (\$4,500,000)**
- **IT Infrastructure Overhaul (\$235,800 in American Rescue Plan Funds)**
- **Central Park Pavilion Renovation (\$100,000)**
- **Replace Service Center Emergency Generator (\$200,000)**

- **MERS Annual Pension Contribution (\$5,339,460)**
- **Diversity, Equity and Inclusion Training (\$30,000)**
- **Allocation to the Meridian Redevelopment Fund (\$1,250,000)**
- **Purchase Emergency Warning Siren (\$30,000)**
- **Replace Fire Engine (total cost \$589,500 with \$225,000 paid for by a State of Michigan grant)**
- **Purchase 22' Landscaping trailer, Two Mowers, Toolcat with attachments and Two Trucks for Parks Department (\$227,000)**
- **Purchase Two Trucks for Public Works (\$110,000)**
- **Purchase Three Patrol Vehicles for Police Department (\$150,000)**
- **Allocation to Community Gardens (\$5,000)**
- **Allocation to Diversity, Equity and Inclusion (\$30,000)**
- **Allocation to Meals on Wheels (\$5,000)**
- **Allocation to Meridian Community Band (\$1,700)**
- **Allocation to Lake Lansing Clean Up (\$10,000)**
- **Purchase HOMTV Curtains and Soundproofing (\$20,000)**
- **Funding for Prime Meridian Magazine (\$15,000)**
- **Allocation to Kiwanis Flags (\$1,000)**
- **Allocation to LEAP, MML, MTA, Chamber, Tri-County and Convention/Visitors Bureau (\$58,125)**
- **Police Roll Call Room Upgrades (\$18,000)**
- **2<sup>nd</sup> Police Department Canine Unit (\$18,000)**
- **Replacement of Two Tasers (\$5,500)**
- **Replacement of Fitness Road Treadmill (\$7,000)**

In summary, the proposed 2023 Budget highlights the Board's vision to:

- **Pay down our legacy debt at an accelerated pace**
- **Continue to enhance our PASER rating by investing in local roads**

- **Focus on our aging infrastructure**
- **Expand our efforts in Diversity, Equity and Inclusion**
- **Further our deep commitment to public safety**
- **Ensure environmental sustainability remains in the forefront of all budgeting decisions**
- **Remain committed to providing an unparalleled park system in combination with our vast open space and pathways**
- **Maintain our commitment to developing our PICA's through the Meridian Redevelopment Fund (MRF)**

Thank you for your time, energy and passion in serving the residents of Meridian Township. We look forward to your input and guidance on September 6<sup>th</sup>.

Please let me know if you have any questions.

Sincerely,



Frank L. Walsh  
Township Manager

## 2023 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 20th day of September 2022, 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 2023 Township Budgets on August 26, 2022, 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 2023 Township Budgets on September 6, 2022; and

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

**WHEREAS**, this resolution authorizes the Summary of Fees for 2023 as presented in the budget document for all Township Department and Funds, including utility commodity charges;

**NOW THEREFORE, BE IT RESOLVED THAT THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN** hereby adopts the 2023 Budget shown below and on the attached Summaries of Special Revenue Funds, Debt Service Funds, Capital Projects Fund, Public Works Funds, Internal Service Fund, and Component Unit Funds. 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.

### 2023 REVENUE SUMMARY

	GENERAL FUND	SPECIAL REVENUE FUNDS*	DEBT SERVICE FUNDS*	CAPITAL PROJECTS FUND*	PUBLIC WORKS FUNDS	INTERNAL SERVICE FUND	COMPONENT UNIT FUNDS
<b>REVENUES</b>							
Taxes	\$14,681,900	\$2,667,605	\$4,192,405	\$0	\$0	\$0	\$358,000
Licenses & Permits	865,650	0	0	0	0	0	0
Intergovernmental	5,399,240	3,171,300	0	0	0	0	0
Charges For Services	4,290,500	148,100	0	0	15,793,375	1,401,330	0
Interest	200,000	352,525	3,500	50,000	60,000	3,000	20
Special Assessments	0	0	0	680,000	0	0	0
Other	148,410	70,000	0	0	49,932	0	10,000
<b>SUBTOTAL</b>	<b>25,585,700</b>	<b>6,409,530</b>	<b>4,195,905</b>	<b>730,000</b>	<b>15,903,307</b>	<b>1,404,330</b>	<b>368,020</b>
<b>OTHER FINANCING SOURCES</b>							
Operating Transfers In	0	280,000	0	0	0	0	0
<b>TOTAL REVENUES</b>	<b>\$25,585,700</b>	<b>\$6,689,530</b>	<b>\$4,195,905</b>	<b>\$730,000</b>	<b>\$15,903,307</b>	<b>\$1,404,330</b>	<b>\$368,020</b>

### 2023 EXPENDITURE SUMMARY

	GENERAL FUND	SPECIAL REVENUE FUNDS*	DEBT SERVICE FUNDS*	CAPITAL PROJECTS FUND*	PUBLIC WORKS FUNDS	INTERNAL SERVICE FUND	COMPONENT UNIT FUNDS
<b>EXPENDITURES</b>							
Legislative	\$92,210	\$0	\$0	\$0	\$0	\$0	\$0
General Government	7,435,320	0	0	0	0	0	0
Public Safety	15,833,851	12,000	0	0	0	864,207	0
Public Works	0	713,495	0	0	11,317,556	0	0
Health & Welfare	60,370	136,000	0	0	0	0	0
Community & Economic Development	1,250,000	0	0	0	0	0	3,000
Recreation & Culture	1,448,840	1,773,885	0	0	0	0	0
Capital Outlay	518,700	9,097,800	0	140,000	2,440,000	861,500	0
Debt Service	0	0	4,168,163	0	2,250,000	0	0
<b>SUBTOTAL</b>	<b>26,639,291</b>	<b>11,733,180</b>	<b>4,168,163</b>	<b>140,000</b>	<b>16,007,556</b>	<b>1,725,707</b>	<b>3,000</b>
<b>OTHER FINANCING USES</b>							
Operating Transfers Out	530,000	0	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$27,169,291</b>	<b>\$11,733,180</b>	<b>\$4,168,163</b>	<b>\$140,000</b>	<b>\$16,007,556</b>	<b>\$1,725,707</b>	<b>\$3,000</b>

\* 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, 2022, for the purpose of funding the 2023 Township budget with the monies raised to be paid into the appropriate funds:

<u>PURPOSE</u>	<u>2023</u>
CHARTER OPERATING	4.1444
VOTED OPERATING	
CATA Redi-Ride Service (2019)	0.1971
Community Services (2022)	0.1478
Fire (2020)	0.6318
Land Preservation (2020)	0.0996
Parks & Recreation (2014)	0.6575
Pedestrian/Bicycle Pathways (2016)	0.3297
Police (2020)	0.5996
Police & Fire Protection (2017)	<u>1.4723</u>
TOTAL VOTED OPERATING	<u>4.1354</u>
<b>SUB-TOTAL ALL OPERATING</b>	<b><u>8.2798</u></b>
VOTED DEBT SERVICE	
Fire Station Building Debt (2012)	0.2000
Local Roads (2019)	<u>1.9429</u>
<b>TOTAL ALL MILLAGES</b>	<b><u>10.4227</u></b>

**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 the Township Board meeting held on the 20th day of September, 2022.

\_\_\_\_\_  
 Deborah Guthrie  
 Township Clerk

# 2023 BUDGET

## SUMMARY OF SPECIAL REVENUE FUNDS

REVENUES	SPECIAL REVENUE FUNDS																
	Local Roads	Park Millage	Park Restricted/ Designated	Fire Restricted/ Designated	Pedestrian/ Bicycle Pathway	Land Preservation Millage	Land Preservation Reserve	Senior Center Millage	Cable Television	Police Restricted/ Designated	Library Restricted	Community Needs	Energy Grant	Law Enforcement Grants	American Rescue Plan Act	CATA Redi-Ride Millage	
Taxes	\$1,010	\$1,280,250	\$0	\$0	\$642,910	\$195,950	\$0	\$160,755	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$386,730	
Licenses & Permits	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Intergovernmental	172,500	0	0	0	2,756,000	0	0	0	0	7,000	0	0	0	0	235,800	0	
Charges For Services	148,100	85,100	63,000	0	0	0	0	0	0	0	0	0	0	0	0	0	
Interest	300,000	0	300	5	2,000	8,000	40,000	500	250	100	20	100	100	50	1,000	100	
Special Assessments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Other	70,000	0	54,000	0	0	0	0	0	0	5,000	0	11,000	0	0	0	0	
<b>SUBTOTAL</b>	<b>6,409,530</b>	<b>473,510</b>	<b>1,365,350</b>	<b>117,300</b>	<b>5</b>	<b>3,400,910</b>	<b>203,950</b>	<b>40,000</b>	<b>161,255</b>	<b>250</b>	<b>12,100</b>	<b>20</b>	<b>11,100</b>	<b>100</b>	<b>50</b>	<b>236,800</b>	<b>386,830</b>
<b>OTHER FINANCING SOURCES</b>																	
Operating Transfers In	280,000	280,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL REVENUES</b>	<b>\$6,689,530</b>	<b>\$753,510</b>	<b>\$1,365,350</b>	<b>\$117,300</b>	<b>\$5</b>	<b>\$3,400,910</b>	<b>\$203,950</b>	<b>\$40,000</b>	<b>\$161,255</b>	<b>\$250</b>	<b>\$12,100</b>	<b>\$20</b>	<b>\$11,100</b>	<b>\$100</b>	<b>\$50</b>	<b>\$236,800</b>	<b>\$386,830</b>
<b>EXPENDITURES</b>																	
Public Safety	12,000	0	0	0	0	0	0	0	0	12,000	0	0	0	0	0	0	
Public Works	713,495	452,500	0	0	260,995	0	0	0	0	0	0	0	0	0	0	0	
Health & Welfare	136,000	0	0	0	0	0	0	125,000	0	0	0	11,000	0	0	0	0	
Recreation & Culture	1,773,885	0	985,779	113,447	0	289,659	0	0	0	0	0	0	0	0	0	385,000	
Capital Outlay	9,097,800	4,500,000	222,000	0	4,087,000	0	0	15,000	20,000	18,000	0	0	0	0	235,800	0	
Debt Service	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>SUBTOTAL</b>	<b>11,733,180</b>	<b>4,952,500</b>	<b>1,207,779</b>	<b>113,447</b>	<b>0</b>	<b>4,347,995</b>	<b>289,659</b>	<b>0</b>	<b>140,000</b>	<b>20,000</b>	<b>30,000</b>	<b>0</b>	<b>11,000</b>	<b>0</b>	<b>235,800</b>	<b>385,000</b>	
<b>OTHER FINANCING USES</b>																	
Operating Transfers Out	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$11,733,180</b>	<b>\$4,952,500</b>	<b>\$1,207,779</b>	<b>\$113,447</b>	<b>\$0</b>	<b>\$4,347,995</b>	<b>\$289,659</b>	<b>\$0</b>	<b>\$140,000</b>	<b>\$20,000</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$11,000</b>	<b>\$0</b>	<b>\$235,800</b>	<b>\$385,000</b>	
	\$ (5,043,650)	\$ (4,198,990)	\$ 157,571	\$ 3,853	\$ 5	\$ (947,085)	\$ (85,709)	\$ 40,000	\$ 21,255	\$ (19,750)	\$ (17,900)	\$ 20	\$ 100	\$ 100	\$ 50	\$ 1,000	\$ 1,830

## SUMMARY OF DEBT SERVICE FUNDS

REVENUES	DEBT SERVICE FUNDS	Road Construction Debt	Fire Station Debt Service
Taxes	\$4,192,405	\$3,801,230	\$391,175
Interest	3,500	3,000	500
	<u>\$4,195,905</u>	<u>\$3,804,230</u>	<u>\$391,675</u>
<b>EXPENDITURES</b>			
Debt Service	<u>\$4,168,163</u>	<u>\$3,892,920</u>	<u>\$275,243</u>

## SUMMARY OF CAPITAL PROJECTS FUND

REVENUES	TIRF
Interest	\$50,000
Special Assessments	680,000
<b>TOTAL REVENUES</b>	<u>\$730,000</u>
<b>EXPENDITURES</b>	
Capital Outlay	<u>\$140,000</u>

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.

**2023 Budget Timeline**  
Meridian Township

July 15	ALL Budgets Due to Finance Director
July 25-Aug 2	Management Review of Requests and Individual Discussions
August 8	Directors Discussion
August 15	Board Meeting-Notice for Budget Public Hearing
August 26	Recommended Budget Distributed to Board
September 6	Board Meeting – Budget Deliberations and Public Hearing
September 20	Board Meeting -Final Adoption of Budget
September 27	Special Board Meeting (if needed)-Final Adoption of Budget
Quarterly	Review and Approve Budget Amendments

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2023

<u>Department</u>	<u>Fee Description</u>	2022 Rate	Proposed 2023 Rate
<b>Administration</b>	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
<b>Communications/HOMTV</b>	<b>Video Copies</b>		
	Flat rate per order	\$15	\$15
	Per hour running time on order, or any increment thereof	\$10	\$10
	HOMTV supplied DVD to copy	\$6	\$6
	Shipping and Handling Charge	\$6	\$6
	<b>Audio Copies</b>		
	Flat rate per copy	\$10	\$10
	Per hour running time on order, or any increment thereof	\$10	\$10
	HOMTV supplied DVD to copy	\$4	\$4
	Shipping and Handling Charge	\$6	\$6
<b>Clerk's Office</b>	FOIA Requests/Election Data Request	Cost	Lowest hourly rate per report, per hour allowable by FIOA Rules and Standards
	Zoning Ordinance Book/Recodified	\$40 + \$7.50 shipping	\$40 + \$7.50 shipping
	Precinct Maps - large <b>(24 inches x 36 inches)</b>	bw=\$10; color=\$15	<b>bw=\$25; color=\$40</b>
	<b>Cemetery Deed Buy Back</b>	<b>N/A</b>	<b>Price of purchase</b>
	Voter Registration Information	Cost	Lowest hourly rate per report, per hour allowable by FIOA Rules and Standards
	<b>Publications for Resale (at cost)</b>		
	<b>History of Meridian Township Book</b>	<b>N/A</b>	<b>\$22</b>
	<b>History of Haslett and Lake Lansing</b>	<b>N/A</b>	<b>\$22</b>
	<b>Cemetery Rates</b>		
	Burial space - 1 adult	\$900 resident; \$1200 non-res	<b>\$1,000 resident; \$1,300 non-res</b>
	Burial space - 1 infant	\$400 resident; \$600 non-res	\$400 resident; \$600 non-res
	<b>Burial space transfer fee (the plot owner can only transfer the plot deed to relatives)</b>	<b>N/A</b>	<b>Flat Fee=\$250</b>
	<b>Services</b>		
Grave opening resident (adult)-Mon-Fri., 8:00 am-3:00 pm	Flat Fee= \$750	Flat Fee= \$750	
Grave opening resident (adult)-Mon-Fri., after 3:00 pm	Flat Fee = \$900	<b>Flat Fee = \$1,125</b>	
<b>Grave opening non-res (adult)-Mon-Fri., 8:00 am-3:00 pm</b>	<b>N/A</b>	<b>Flat Fee = \$1,000</b>	
<b>Grave opening non-res (adult)-Mon-Fri., after 3:00 pm</b>	<b>N/A</b>	<b>Flat Fee = \$1,500</b>	
<b>—Saturdays and holidays</b>	<b>Flat Fee = \$1,000</b>	<b>Flat Fee = \$1,100</b>	
Grave opening (infant/cremations)-Mon-Fri., 8:00 am-3:00 pm	Flat Fee = \$400	Flat Fee = \$400	
Grave opening (infant/cremations)-Mon-Fri., after 3:00 pm	Flat Fee = \$550	<b>Flat Fee = \$600</b>	
<b>Grave opening non-res (infant/cremations)-Mon-Fri., 8:00 am-3:00 pm</b>	<b>N/A</b>	<b>Flat Fee= \$500</b>	
<b>Grave opening non-res (infant/cre)-Mon-Fri., after 3:00 pm</b>	<b>N/A</b>	<b>Flat Fee= \$750</b>	
<b>—Saturdays and holidays</b>	<b>Flat Fee= \$650</b>	<b>Flat Fee= \$650</b>	
<b>—Grave opening (cremations)-Mon-Fri., 8:00 am-3:00 pm —</b>	<b>Flat Fee = \$300</b>	<b>Flat Fee = \$300</b>	
<b>—Grave opening (cremations)-Mon-Fri., after 3:00 pm —</b>	<b>Flat Fee= \$450</b>	<b>Flat Fee= \$450</b>	
<b>—Saturdays and holidays</b>	<b>Flat Fee = \$550</b>	<b>Flat Fee = \$550</b>	
<b>Body removal; re-interment December-March</b>	\$1500 + \$300 if Dec - Mar	<b>Flat Fee= \$2,000</b>	
<b>Body removal; re-interment April-November</b>	\$1500 + \$300 if Dec - Mar	<b>Flat Fee = \$1,600</b>	

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2023

Department	Fee Description	2022 Rate	Proposed 2023 Rate
	<b>Fee for all work on Saturdays and holidays (resident)</b>	N/A	<b>Additional Fee = \$500</b>
	<b>Fee for all work on Saturdays and holidays (non-resident)</b>	N/A	<b>Additional Fee = \$750</b>
<b>Community Development</b>	<b>Rental Housing Fee Schedule</b>		
<b>Building Division</b>	Initial Registration Fee	\$800	\$800
	<b>Annual Renewal Fee (if no inspection is needed)</b>	<b>\$100</b>	<b>\$30</b>
	<b>Inspection Fees (Rental)</b>		
	One and Two Family - Inspected annually	<b>\$150</b>	<b>\$150</b>
	Building or complex of three or more units	<b>\$150 + \$3 per bedroom</b>	<b>\$150 + \$3 per bedroom</b>
	Missed Appointment Fee	\$60	<b>\$75</b>
	Safety Complaint Inspection Fee	\$60	<b>\$75</b>
	<b>Re-inspection Fees</b>		
	One and Two Family - Inspected annually	\$60	<b>\$75</b>
	Building or complex of three or more units	\$60 + \$3 per bedroom	<b>\$75 + \$3 per bedroom</b>
	<b>Vacant or Abandoned Building</b>		
	Initial Registration	\$175	\$175
	Annual Renewal	\$100	\$100
	Inspection or Re-Inspection	\$75	\$75
	<b>Building Permits</b>		
	<b>Plan Review</b>	N/A	<b>25% of permit fee for projects; plan review applied to building permit fee when project moves forward. Fire plan review fees to be paid at same time.</b>
	New Construction, additions, structural alterations, remodeling and swimming pools		
	Expenditures up to and including \$5,000	\$75	<b>\$100</b>
	Each \$1,000 or fraction thereof above \$5,000	\$10	\$10
	Reinspection Fee	\$75	<b>\$100</b>
	<b>Construction Bond for exterior residential construction (refundable)</b>	N/A	<b>\$2,500</b>
	<b>Construction Valuation - One and Two Family Dwellings*</b>		
	—Living areas		
	—Basement area - unfinished	<del>\$22.45/sq. ft.</del>	<del>\$22.45/sq. ft.</del>
	—Basement area - finished	<del>\$50.53/sq. ft.</del>	<del>\$50.53/sq. ft.</del>
	—Garage area	<del>\$48.30/sq. ft.</del>	<del>\$48.30/sq. ft.</del>
	Free Standing Signs & Wall Signs:		
	Wall signs up to 100 sq. feet	\$150	\$150
	Free standing signs up to 25 sq. ft.	\$150	\$150
	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
	<b>Parking Lots New or Expanded</b>	<b>\$75</b>	<b>\$75</b>
	Demolition of Buildings		

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2023

<u>Department</u>	<u>Fee Description</u>	2022 Rate	Proposed 2023 Rate
	Dwellings, garages, sheds, swimming pools	\$100	\$100
	Warehouses, factories, stores & office buildings	\$150	\$150
	Residing of Buildings		
	Single family homes and garages	\$100	<b>\$150</b>
	All other structures	\$100	<b>\$250</b>
	Reroofing of Buildings		
	Single family homes and garages	\$100	<b>\$150</b>
	All other structures	\$150	<b>\$250</b>
	Work started before permit is issued	Double permit fee	Double permit fee
	Extra Inspection/Reinspection	\$75	<b>\$100</b>
	Temporary or Seasonal Sales	\$75	<b>\$100</b>
	Tent Inspection	\$75	<b>\$100</b>
	New Business Inspection	\$75	<b>\$100</b>
	Mechanical/Electrical/Plumbing (MEP)	\$50 base fee + per fixture fees + inspection fees	\$50 base fee + per fixture fees + inspection fees
	Tall Grass Violation	\$75 (residential) \$125 (non-residential)+ cost of mowing	\$75 (residential) \$125 (non-residential)+ cost of mowing
	Building Board of Appeals	\$75	<b>\$250</b>
<b>Community Development Planning Division</b>	<b>Rezoning</b>		
	3 acres or less	\$700	<b>\$750</b>
	More than 3 acres	\$700 + \$40/acre	<b>\$750 + \$50/acre</b>
	<b>Zoning Text Amendment</b>		
	Request by property owner	\$500	\$500
	<b>Special Use Permit</b>		
	<del>—3 acres or less</del>	<b>\$500</b>	<b>\$500</b>
	<del>—More than 3 acres</del>	<b>\$750 + \$50/acre</b>	<b>\$750 + \$50/acre</b>
	<b>All Special Use Permit Review</b>	N/A	<b>\$1,000</b>
	<b>Minor, Major Amendments and Extensions</b>	1/2 original fee	<b>\$500</b>
	<b>Site Plan Review</b>		
	<b>Initial Application</b>	N/A	<b>\$1,000 + \$10 per dwelling unit</b>
	<b>Modification to Approved Plan</b>	N/A	<b>\$500</b>
	<del>—Multiple family housing</del>		
	<del>—Initial application</del>	<b>\$900 + \$10/dwelling unit</b>	<b>\$900 + \$10/dwelling unit</b>
	<del>—Modification to site plan prior to approval (hearing required)</del>	<b>\$900 + \$10/dwelling unit</b>	<b>\$900 + \$10/dwelling unit</b>
	<del>—Modification to approved site plan (hearing required)</del>	<b>\$900 + \$10/dwelling unit</b>	<b>\$900 + \$10/dwelling unit</b>
	<del>—Modification to approved (no hearing required)</del>	<b>\$500 + \$5/dwelling unit</b>	<b>\$500 + \$5/dwelling unit</b>
	<b>PUD, MUPUD, CPUD</b>		
	<del>—Initial application</del>	<b>\$900 + \$10/dwelling unit</b>	<b>\$900 + \$10/dwelling unit</b>
	<del>—Modification to approved site plan</del>	<b>\$500 + \$5/dwelling unit</b>	<b>\$500 + \$5/dwelling unit</b>
	<del>—Office, Commercial, Industrial, Institutional, etc.</del>		
	<del>—Initial application</del>	<b>\$500 + \$20/acre</b>	<b>\$500 + \$20/acre</b>
	<del>—Modification to site plan prior to approval (hearing required)</del>	<b>\$500 + \$20/acre</b>	<b>\$500 + \$20/acre</b>
	<del>—Modification to approved site plan (hearing required)</del>	<b>\$500 + \$20/acre</b>	<b>\$500 + \$20/acre</b>
	<del>—Modification to approved (no hearing required)</del>	<b>\$300 + \$10/acre</b>	<b>\$300 + \$10/acre</b>
	<del>—Review of new use in existing structure</del>	<b>\$300 + \$10/acre</b>	<b>\$300 + \$10/acre</b>
	<del>—Preliminary Review (credited toward final review)</del>		
	<del>—Site Plan</del>	<b>\$100</b>	<b>\$100</b>

**MERIDIAN TOWNSHIP SUMMARY OF FEES - 2023**

<u>Department</u>	<u>Fee Description</u>	2022 Rate	Proposed 2023 Rate
	<del>Planned Residential Development</del>	<del>\$100</del>	<del>\$100</del>
	<del>PUD, MUPUD</del>	<del>\$100</del>	<del>\$100</del>
	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
	<b>Planned Unit Development (PUD) Mixed Use PUD Commercial PUD</b>		
	Initial application	\$500 + \$5/dwelling unit	<b>\$1,000</b>
	Major amendment to approved PUD, MUPUD and CPUD	\$500 + \$5/dwelling unit	<b>\$1,000</b>
	Minor amendment to approved PUD, MUPUD and CPUD	\$250 + \$2.50/dwelling unit	<b>\$500</b>
	<b>Land Division Review</b>		
	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	\$500	\$500
	Zoning - Letter of Compliance	\$100	<b>\$200</b>
	Land Clearing Permit	\$100	<b>\$250</b>
	<b>Variances</b>		
	<del>Single family</del>	<del>\$250</del>	<del>\$250</del>
	<del>Multiple family</del>	<del>\$350</del>	<del>\$350</del>
	<del>Office, commercial, industrial</del>	<del>\$450</del>	<del>\$450</del>
	<del>Sign variances</del>	<del>\$300</del>	<del>\$300</del>
	<del>Appeal of Township Officials decision</del>	<del>\$200</del>	<del>\$200</del>
	<del>Ordinance interpretation</del>	<del>\$450</del>	<del>\$450</del>
	Applicants request to postpone or table	1/2 of application fee	1/2 of application fee
	<b>Any Variance Request</b>	<b>N/A</b>	<b>\$350</b>
	<b>Mobile Food Vending</b>		
	30 Consecutive Days- Minimum	\$60	\$60
	120 Consecutive Days-Maximum	\$240	\$240
	<b>Wetland Fees</b>		
	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	<b>\$1,750-\$3,750 + \$500 per 20 acres over 100</b>
	Acreage Fee-Delineation	\$2,250-\$4,500 + \$500 per 20 acres over 100	<b>\$2,500-\$4,750 + \$500 per 20 acres over 100</b>
	Acreage Fee-Wetland Use Permit	\$3,250-\$7,000 + \$1,000 per 20 acres over 100	<b>\$3,500-\$7,250 + \$1,000 per 20 acres over 100</b>

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2023

Department	Fee Description	2022 Rate	Proposed 2023 Rate
Engineering	<b>Engineering Review - Review of Plans</b>		
	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
	<b>Public Inspection</b>		
	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
	<b>Recording of Easements</b>	Actual cost (County Clerk Fees)	Actual cost (County Clerk Fees)
	<b>Administrative Charge</b>		
	Construction commencement prior to site plan approval	engineering review fee	engineering review fee
	<b>Blueprints</b>		
	Small Township maps	\$5	<b>\$10</b>
	Large Township maps	\$10	<b>\$15</b>
	Small Section maps (1"=400')	\$5	<b>\$10</b>
Large Section maps (1"=200')	\$10	<b>\$15</b>	
As-Builts	\$1.50	\$1.50	
Aerial photography	\$15	\$15	
Aerial superimposed property lines	\$20	\$20	
<b>Permits</b>			
Sidewalk repair/construction permit	\$45 (Repairs < 50 SF-no charge)	\$45 (Repairs < 50 SF-no charge)	
<b>Water service line-Inspection fee only</b>	<b>N/A</b>	<b>\$65</b>	
<b>Sewer service line-Inspection fee only</b>	<b>N/A</b>	<b>\$65</b>	
Water service line repair permit	\$65	\$65	
Sewer service line repair permit	\$45	<b>\$65</b>	
Soil Erosion and Sedimentation SESC Permit			
<b>Residential</b>			
Six Month Permit	\$180	<b>\$185</b>	
Twelve Month Permit	\$240	<b>\$245</b>	
Permit Renewal	\$90	<b>\$95</b>	
Minor Disturbance Permit	\$40	<b>\$45</b>	
Transfer	\$25	\$25	
<b>Commercial-Industrial</b>			
First Acre	\$420	<b>\$430</b>	
Additional Acre	\$42	<b>\$45</b>	
Minor Disturbance Permit	\$250	<b>\$255</b>	
Transfer	\$90	<b>\$95</b>	
Inspection Fees Based on Acres	\$500-\$2,500	\$500-\$2,500	
Violation of Notice	\$250	\$250	
Cease and Desist Follow-Up Inspection	\$250	\$250	
<b>Fire/EMS</b>	<b>Copies</b>		
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	

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2023

<u>Department</u>	<u>Fee Description</u>	2022 Rate	Proposed 2023 Rate
	<b>Ambulance Fees</b>		
	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)	\$13.75	\$13.75
	Response and Treatment-No Transport	\$500.00	\$500.00
	<b>Private Ambulance Turnover Fee (non-emergency)</b>	<b>N/A</b>	<b>\$800.00</b>
	<b>Hospital Transfer Patient Requests</b>	<b>N/A</b>	<b>\$800.00</b>
	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
	<b>Plan Review/Final Inspection:</b>		
		\$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)
<b>Parks &amp; Recreation</b>	<b>Usage Fees</b>		
	Pavilions	\$80/4 hrs.res; \$160/4 hrs.non-res	<b>\$100/4 hrs.res; \$200/4 hrs.non-res</b>
	Field Usage	\$15/hr res; \$30/hr non-res	<b>\$20/hr res; \$40/hr non-res</b>
	Harris Nature Center Room/Building	\$100/hr; \$50/hr. Non-Profit	<b>\$150/hr; \$100/hr. Non-Profit</b>
	Marketplace on the Green Event Fee	TBD	<b>\$500</b>
<b>Police</b>	<b>Reports</b>		
	Crash Reports	Charged per the FOIA Act	Charged per the FOIA Act
	Criminal and investigative reports - up to five pages	Charged per the FOIA Act	Charged per the FOIA Act
	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

**MERIDIAN TOWNSHIP SUMMARY OF FEES - 2023**

<b>Department</b>	<b>Fee Description</b>	2022 Rate	Proposed 2023 Rate
	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
<b>Public Works</b>	<b>Utility Rates</b>		
	Billing Charge (sewer only customers are charged 1/2 of this fee)	\$5.00	<b>\$12.00</b>
	Water	\$5.06 per 1000 gallons	<b>\$5.57 per 1000 gallons</b>
	Sewer	\$6.44 per 1000 gallons	<b>\$7.08 per 1000 gallons</b>
	Sewer only (Sewer rate x 12,000 gal usage estimate.)	\$77.28 per quarter	<b>\$85.01 per quarter</b>
	Sewer only, with metered well water	\$6.44 per 1000 gallons	<b>\$7.08 per 1000 gallons</b>
	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	\$1,984.00 minimum (based on meter size)	<b>\$2,182.00 minimum (based on meter size)</b>
	Connection Charge - Sewer	\$3,096.00 minimum (based on meter size)	<b>\$3,405.00 minimum (based on meter size)</b>
	Temporary Water Service Charge	\$2,000	<b>\$2,250</b>
	Temporary Sewer Service Charge	\$3,000	<b>\$3,375</b>
	Swimming Pool Fill	\$45 per hour plus water usage	<b>\$55 per hour plus water usage</b>
	Service Center Bulk Water Fill	\$15 per load (under 2,500 gallons)	<b>\$15 per load (under 2,500 gallons)</b>
	Construction (hydrant) Meter	\$75 plus water usage, \$1,300 Deposit	<b>\$80 plus water usage, \$1,300 Deposit</b>
	Regular Meter Charge (5/8 x 3/4 to 2" compound) Non-Pit	\$437-\$2,076 (based on size, type & location)	<b>\$481-\$2,284 (based on size, type &amp; location)</b>
	Meters in Pit (5/8" x 3/4" to 2" compound) Non-Pit	\$1,155-\$3,353 (based on size, type & location)	<b>\$1,270-\$3,688 (based on size, type &amp; location)</b>
	Curb Stop	\$1,492-\$2,926 (based on service size and width of right-of-way)	<b>\$1,641-\$3,219 (based on service size and width of right-of-way)</b>
	Water Turn-on Charge	\$30 (\$20 surcharge for after hrs turn-on)	<b>\$35 (\$20 surcharge for after hrs turn-on)</b>
	Missed Appointment charge	\$35	<b>\$40</b>
	Water meter testing at customer request	\$60 (waived if meter found defective)	<b>\$65 (waived if meter found defective)</b>
	Repairs	Time and Material	<b>Time and Material</b>
	Utility Construction Permit	\$55 if structure required	<b>\$60 if structure required</b>
	Sidewalk Obstruction Violation	\$25 + cost of abatement	<b>\$30 + cost of abatement</b>
<b>Treasurer's Office</b>	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	<b>\$300.00</b>
	Winter Tax Roll	\$150.00	<b>\$300.00</b>
	Annual Assessment Roll	\$300.00	<b>\$600.00</b>

## MERIDIAN TOWNSHIP SUMMARY OF FEES - 2023

<u>Department</u>	<u>Fee Description</u>	2022 Rate	Proposed 2023 Rate
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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 2023.**

Project Title	Department	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years
<b>Buildings</b>							
<b>General Building Maintenance</b>							
2023 Wayfinding Sign Project Nancy Moore Park and the Service Center	Public Works		\$ 60,000				
Multiple Buildings - LED Conversion	Public Works	\$ 50,000					
Replace 2013 F250 (Unit 71)	Public Works		\$ 55,000				
Replacement of Motor Pool Items	Public Works			\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
<b>Other Facilities</b>							
Okemos Library Parking Lot Seal Coating and Line Marking	Public Works	\$ 7,000					
Glendale Driveway Seal Coating	Public Works	\$ 15,000					
Parking Lot Seal Coating and Line Marking	Public Works		\$ 40,000	\$ 40,000	\$ 50,000	\$ 50,000	\$ 60,000
<b>Municipal Building</b>							
Municipal Parking Lot Seal Coating and Line Marking	Public Works	\$ 30,000					
<b>Public Safety Building</b>							
Settling Floor in Lobby Bathroom/Remodel	Public Works		\$ 15,000				
<b>Fire Station 91 (Central)</b>							
Central Fire Storage Building	Police, Fire and Capital Outlay-General Fund		\$ 750,000				
<b>Fire Station 92 (North)</b>							
North Fire Parking Lot Seal Coating and Line Marking	Public Works	\$ 2,000					
<b>Fire Station 93 (South)</b>							
South Fire Parking Lot Seal Coating and Line Marking	Public Works	\$ 1,000					
<b>Service Center</b>							
Service Center Parking Lot Seal Coating and Line Marking	Public Works	\$ 30,000					
Service Center - Generator	Public Works	\$ 200,000					
Engineering	Public Works		\$ 200,000				
Service Center Expansion Construction	Public Works			\$ 2,500,000			
<b>Recycling Center</b>							
Recycling Center behind the Service Center	Public Works	\$ 251,200					
<b>Snell-Towar Recreation Center</b>							
Snell-Towar Recreation Center	Parks and Recreation						\$ 185,000
<b>Harris Nature Center</b>							
Exterior Renovation	Parks and Recreation	\$ 15,000					

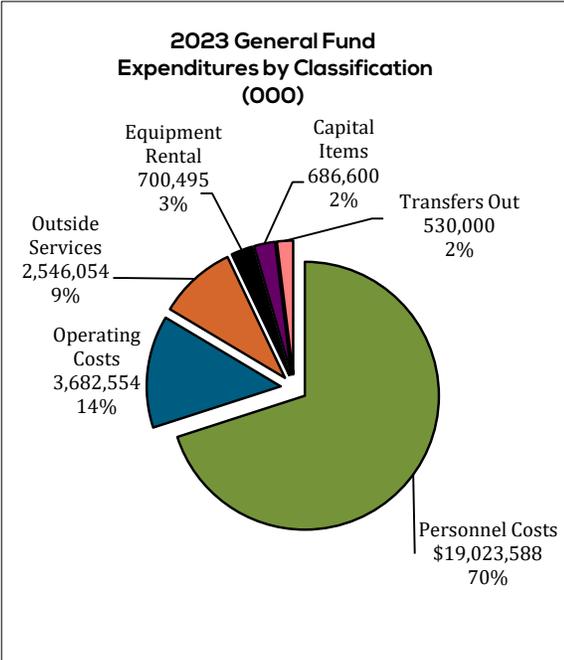
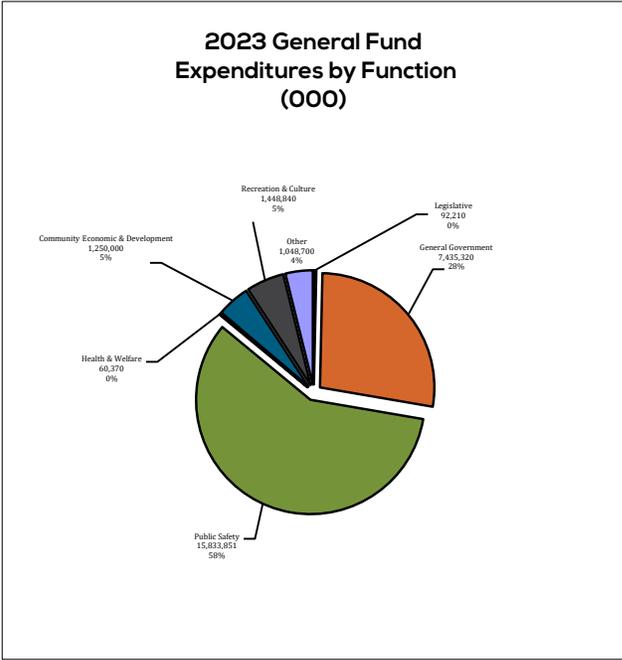
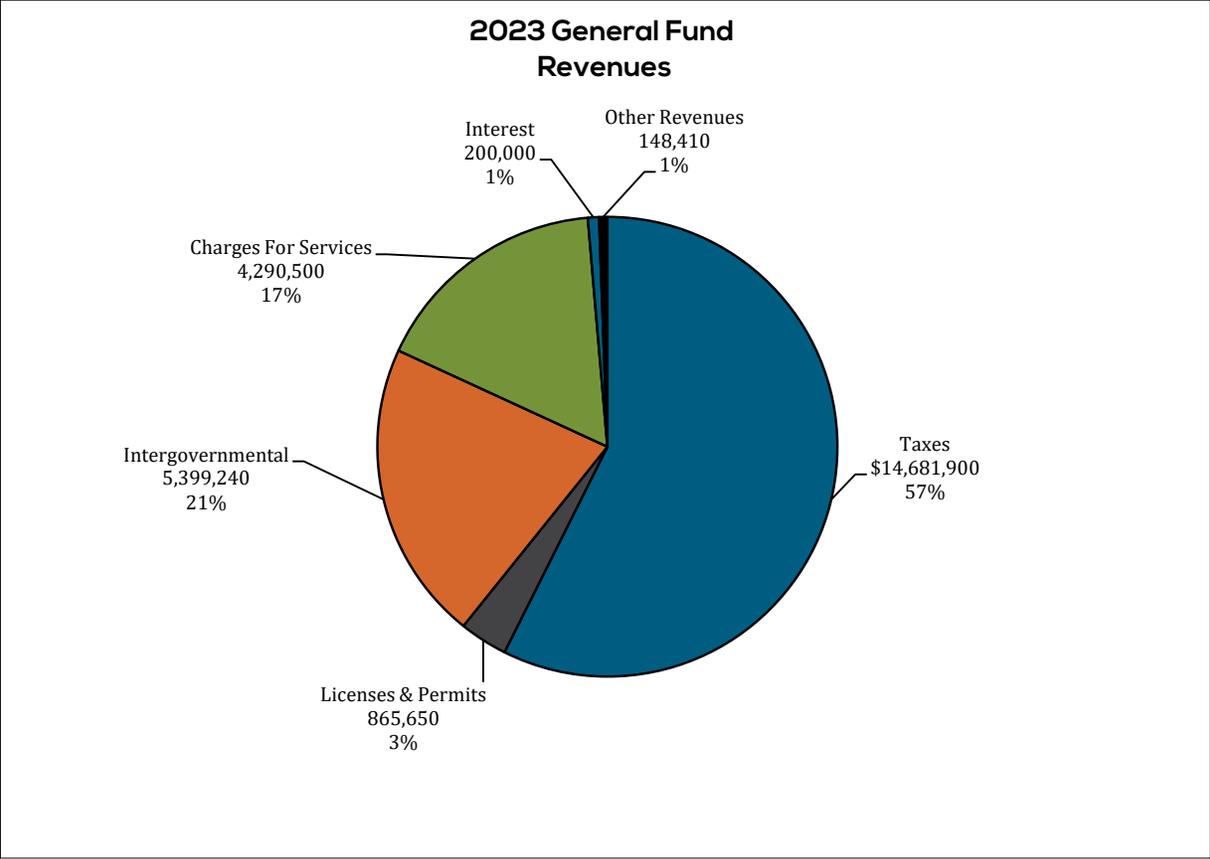
Project Title	Department	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years
<b>Information Technology</b>							
Storage Area Network Devices	Information Technology						\$ 140,000
Firewall and Software Defined Wide Area Network (SD Wan)	Information Technology						\$ 170,000
Network Switches	Information Technology						\$ 255,000
End User Devices	Information Technology	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 750,000
Vulnerability Managemenet Server	Information Technology	\$ 42,000					
Data backup and Protection Servers	Information Technology						\$ 35,000
<b>Parks and Recreation</b>							
Sign for Nancy Moore Park (Part of the larger 2024 Wayfinding Sign Project)	Parks and Recreation		\$ 4,500				
22' Landscaping Trailer	Parks and Recreation	\$ 15,000					
Two Zero Turn Mowers	Parks and Recreation	\$ 45,000					
Ford F-350 Truck (Replacing the current 2008 F-250 Standard Cab)	Parks and Recreation	\$ 55,000					
Chevy Colorado 4x4 (Replacing the 2008 GMC Canyon)	Parks and Recreation	\$ 28,000					
Trailers 1 large 1 small (2004 Felling and 2002 Load Rite)	Parks and Recreation		\$ 20,000				
Side by Side	Parks and Recreation		\$ 50,000				
Escape Supervisor	Parks and Recreation		\$ 30,000				
F350 Flatbed Dump	Parks and Recreation		\$ 50,000				
F 350 (Replace 2005 Dodge 3500)	Parks and Recreation			\$ 57,500			
Repalce 2008 Canyon (Unit 48)	Parks and Recreation			\$ 31,000			
Replace 2007 Batwing Toro	Parks and Recreation			\$ 75,000			
Replace 2006 Rec Van (Unit 60)	Parks and Recreation				\$ 30,000		
Replace 2007 felling trailer	Parks and Recreation					\$ 20,000	

Project Title	Department	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years
Replace 2007 Dodge 3500	Parks and Recreation					\$ 60,000	
Replacement of Motor Pool Items	Parks and Recreation						\$ 175,000
Central Park - Pavilion	Parks and Recreation	\$ 100,000					
Signage Replacement	Parks and Recreation	\$ 100,000					
Van	Parks and Recreation		\$ 35,000				
Parks - Mower - Batwing	Parks and Recreation		\$ 75,000				
Ferguson Park - Canoe Launch	Parks and Recreation		\$ 150,000				
Wonch Park - Canoe Launch	Parks and Recreation		\$ 100,000				
Towner Road Playground	Parks and Recreation		\$ 150,000				
Okemos Road Park - Bike Trail Hub	Parks and Recreation		\$ 400,000				
Ottawa Hills Park - Playground	Parks and Recreation			\$ 75,000			
Marshall Park - Playground	Parks and Recreation			\$ 150,000			
Barrier-free Playground	Parks and Recreation			\$ 600,000			
Nancy Moore Park - Playground	Parks and Recreation				\$ 175,000		
Hillbrook Park - Restrooms	Parks and Recreation				\$ 250,000		
Nancy Moore Park - Pavilion	Parks and Recreation					\$ 200,000	
Nancy Moore Park - Loop Trail	Parks and Recreation					\$ 100,000	
Central Park - Splashpad	Parks and Recreation						\$ 500,000
Meridian Riverfront Park - Trail	Parks and Recreation						\$ 1,000,000
Wonch Park - General Improvements	Parks and Recreation						\$ 500,000
<b>Underground Infrastructure</b>							
<b>Water</b>							
Ford F-350 Truck	Public Works	\$ 55,000					

<b>Project Title</b>	<b>Department</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2027</b>	<b>Future Years</b>
Replace 2002 5 Yard Dump Truck (Unit 24)	Public Works		\$ 110,000				
Replace 2011 F350 (Unit 13)	Public Works		\$ 59,000				
Replace 2012 F250 (Unit 8)	Public Works		\$ 59,000				
Replace 2003 Job Trailer and upfit (Unit 672)	Public Works			\$ 20,000			
Replace 2007 Backhoe (Unit 18)	Public Works					\$ 150,000	
Replace 2017 F250 ( Unit 5)	Public Works					\$ 65,000	
Replacement of Motor Pool Items	Public Works						\$ 175,000
Replace 16" water main valve at Grand River Ave and Marsh Rd intersection and 16" valve near RR tracks, east of Park Lake Rd	Public Works	\$ 160,000					
New 16" mid-block gate valve between Okemos Rd and Marsh Rd on Grand River Ave or between Marsh Rd and Dobie Rd on Grand River Ave	Public Works	\$ 80,000					
New 16" mid-block gate valve between Okemos Rd and Marsh Rd on Grand River Ave or between Marsh Rd and Dobie Rd on Grand River Ave	Public Works		\$ 90,000				
Replace 16" water main valves	Public Works		\$ 160,000	\$ 172,000	\$ 185,000	\$ 195,000	\$ 200,000
Replace Hydrants that are not Storz capatable (start with Traverse City Hydrants)	Public Works	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
NW quad of Haslett / Marsh water main replacement (750 feet)	Public Works	\$ 150,000					
Blue Haven - Linden to Raphael water main replacement (1,300 feet)	Public Works	\$ 300,000					
Hulett Flow Control and Dobie Rd Booster Modifications	Public Works	\$ 580,000					
Kinawa Water Main Replacement	Public Works		\$ 550,000				
Replace 16" water main valves	Public Works			\$ 320,000			
South Water Tower Exterior Maintenance	Public Works			\$ 250,000			
Okemos Road- Tamarack to Shawnee Water Main Replacement	Public Works				\$ 1,500,000		
Replace large water main valves (12" & 16")	Public Works					\$ 300,000	
Replace large water main valves (12" & 16")	Public Works						\$ 300,000
<b>Sewer</b>							
Ford F-350 Truck	Public Works	\$ 55,000					
F250 Replace 2011 F350 (Unit 38)	Public Works		\$ 57,000				
Replace 2013 F250 (Unit 28)	Public Works		\$ 57,000				
Replacement of Motor Pool Items	Public Works			\$ 130,000	\$ 140,000	\$ 150,000	\$ 160,000
County Park North Lift Station Replacement	Public Works	\$ 1,250,000					
Lift station Rehab: Replace Panel for the Cornell Lift Station	Public Works		\$ 25,000				
Lift station Rehab: Generator Replacement	Public Works		\$ 110,000				
Misc. sanitary sewer rehab - Towar area, Carlton, Tacoma	Public Works		\$ 500,000				

Project Title	Department	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years
Misc. sanitary sewer rehab - Northwest interceptor, Indian Lakes, Riverwood, Small Acres FM,(for Central LS)	Public Works			\$ 500,000			
Onsite back up generator- Grand River/ Dobie & Woodhill Lift Station	Public Works			\$ 150,000			
Vactor	Public Works			\$ 550,000			
Forest Hills Lift Station Replacement	Public Works				\$ 700,000		
Onsite back up generator- LS to be determined	Public Works					\$ 125,000	
Onsite back up generator- LS to be determined	Public Works						\$ 125,000
<b>Aboveground Infrastructure</b>							
<b>Roads</b>							
Local Road Program (LRP) Reconstruction	Public Works	\$ 4,500,000	\$ 4,200,000	\$ 4,200,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000
LRP Preventative Maintenance & Engineering	Public Works	\$ 452,500	\$ 452,500	\$ 452,500	\$ 452,500	\$ 452,500	\$ 452,500
<b>Pathways</b>							
Tool Cat Attachements	Parks and Recreation	\$ 10,000					
Tool Cat (Replace 2006 Tool Cat)	Parks and Recreation	\$ 74,000					
Replace 2008 Tool Cat	Parks and Pathways			\$ 75,000			
Tool Cat Attachements	Parks and Pathways			\$ 10,000			
Replacement of Motor Pool Items	Parks and Pathways				\$ 40,000	\$ 40,000	\$ 40,000
MSU to Lake Lansing Pathway Phase I	Public Works	\$ 3,175,000					
MSU to Lake Lansing Pathway Phase II	Public Works	\$ 1,000,000					
MSU to Lake Lansing Pathway Phase III	Public Works		\$ 2,500,000				
Carlton St Pathway	Public Works	\$ 55,000					
4619 Okemos Rd Retaining Wall Replacement	Public Works	\$ 12,000					
2364 Mount Hope Retaining Wall Replacement	Public Works	\$ 23,000					
Haslett Rd Copper Creek Pathway Gap	Public Works	\$ 30,000					
Blondie's Barn Pathway Gap	Public Works	\$ 11,000					
Z-Gates and Signage for Railroad Quiet Zone (Hagadorn Rd 2, Okemos Rd 2, Haslett Rd 4)	Public Works	\$ 50,000					
Meridian East Lansing North Trail Connector	Public Works		\$ 650,000				
Pathway Maintenance and Expansion	Public Works			\$ 650,000	\$ 650,000		\$ 650,000
CMS Energy ROW Trail from Haslett Rd to Okemos Rd	Public Works					\$ 1,750,000	
<b>Sidewalks</b>							
Annual Order to Maintain	Public Works	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
<b>EV/Solar (alt energy)</b>							
Installation of 10 EV stations at the municipal complex			\$ 150,000				
Municipal Building and Public Safety Building Carport Solar Array					\$ 600,000		

Project Title	Department	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years
Installation of 10 EV stations at the municipal complex	Public Works			\$ 80,000			
Installation of 10 EV stations at the municipal complex						\$ 100,000	
<b>Police</b>							
Police Interceptor	Police	\$ 50,000	\$ 52,500	\$ 55,000	\$ 58,000	\$ 60,000	\$ 62,500
Police Interceptor	Police	\$ 50,000	\$ 52,500	\$ 55,000	\$ 58,000	\$ 60,000	\$ 62,500
Police Interceptor	Police	\$ 50,000	\$ 52,500	\$ 55,000	\$ 58,000	\$ 60,000	\$ 62,500
Police - DB - Escape	Police		\$ 30,000				
Secondary Weapons	Police	\$ 7,500					
<b>Fire</b>							
Self Contained Breathing Apparatus (SCBA)	Fire		\$ 250,000				
Boat, Inflatable	Fire						\$ 25,000
Command Vehicle	Fire						\$ 56,000
Ladder Truck #93	Fire						\$ 889,000
Ambulance Replacement (Unit ###)	Fire		\$ 259,000				
Ambulance Re-chassis (Unit 911)	Fire			\$ 200,000			
Replace 2010 Training Officer Escape	Fire				\$ 32,000		
Ambulance Re-chassis (Unit 93)	Fire					\$ 225,000	
Ambulance Re-chassis (Unit 92)	Fire						\$ 250,000
Ambulance Re-chassis (Unit 91)	Fire						\$ 275,000
Engine, Pumper (Sutphen) #93	Fire	\$ 589,500					
Engine, Pumper (Pierce) #92	Fire						\$ 600,000
Engine, Pumper (Spartan Metro Star) #91	Fire						\$ 650,000
Replacement of Motor Pool Items for Fire Department	Fire						\$ 250,000
<b>Communications</b>							
HOMTV Studio Upgrades	Communications	\$ 20,000					
Field Camera System	Communications	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000		
Broadcast Audio Mixer	Communications	\$ 5,000					
UltraNexus-HD Flex encoder	Communications	\$ 9,000					
Remote Townhall Camera System	Communications		\$ 50,000				
UltraNexus-HD X2 encoder	Communications			\$ 11,000			
NewTek Broadcast Switcher	Communications				\$ 30,000		
<b>Historical Village</b>							
Ongoing Building Repair, Historical Village	Parks and Recreation	\$ 60,000	\$ 40,000				



GENERAL FUND  
FINANCIAL SUMMARY  
2023

**Summary of 2023 Operating Activity:**

Estimated Revenues & Financing Sources:

Taxes	\$14,681,900	57.38%
Licenses & Permits	865,650	3.38%
Intergovernmental	5,399,240	21.10%
Charges For Services	4,290,500	16.77%
Interest	200,000	0.78%
Other Revenues	<u>148,410</u>	0.58%

Total Estimated Revenues & Financing Sources	<u>\$25,585,700</u>
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Estimated Expenditures & Financing Uses:

Legislative	92,210	0.34%
General Government	7,435,320	27.37%
Public Safety	15,833,851	58.28%
Health & Welfare	60,370	0.22%
Community Economic & Development	1,250,000	4.60%
Recreation & Culture	1,448,840	5.33%
Other	<u>1,048,700</u>	3.86%

Total Estimated Expenditures & Financing Uses	<u>27,169,291</u>
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Anticipated Surplus (Deficit) for 2023	<u><u>(\$1,583,591)</u></u>
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**Statement of Fund Balance**

Fund Balance as of December 31, 2021 (per audited financial statements)	\$13,165,516
Anticipated Surplus (Deficit) for 2022	<u>773,942</u>
Estimated Available Fund Balance as of December 31, 2022	13,939,458
Anticipated Surplus (Deficit) for 2023	<u>(1,583,591)</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$12,355,867</u>
Fund Balance/Average Monthly Expenditures	<u><u>6.02</u></u>

**GENERAL FUND  
DETAILED REVENUE SUMMARY BY SOURCE**

<b>ACTIVITY</b>	<b>2021 Actual</b>	<b>2022 Original Budget</b>	<b>2022 Projected Total</b>	<b>2023 BUDGET</b>	<b>% of Total</b>	<b>% Chg v. 2022 Budget</b>
<b>TAXES</b>						
Current Tax Collections	\$7,756,896	\$7,915,000	\$7,900,000	\$8,075,000	31.56%	2.02%
Payment in Lieu of Taxes	7,105	7,100	7,250	7,200	0.03%	1.41%
Police Millage 1998	1,122,044	1,145,700	1,140,000	1,165,000	4.55%	1.68%
Fire Millage 1998	1,182,290	1,207,000	1,205,000	1,230,000	4.81%	1.91%
Police/Fire Millage 2018	2,749,010	2,813,000	2,800,000	2,865,000	11.20%	1.85%
Trailer Park Collections	279	200	200	200	0.00%	0.00%
Community Services Millage 2002	121,639	124,000	124,000	126,500	0.49%	2.02%
Delinquent Tax Collection	28,931	13,000	30,500	13,000	0.05%	0.00%
Tax Administration Fee	1,081,339	1,200,000	1,270,000	1,200,000	4.69%	0.00%
<b>TOTAL TAXES</b>	<u>14,049,533</u>	<u>14,425,000</u>	<u>14,476,950</u>	<u>14,681,900</u>	57.39%	1.78%
<b>LICENSES &amp; PERMITS</b>						
Building Permits	898,512	601,000	750,000	600,000	2.34%	-0.17%
Other Permits	256,856	255,450	310,920	265,650	1.04%	3.99%
<b>TOTAL LICENSES &amp; PERMITS</b>	<u>1,155,368</u>	<u>856,450</u>	<u>1,060,920</u>	<u>865,650</u>	3.37%	1.07%
<b>INTERGOVERNMENTAL</b>						
Federal Revenue	919,282	0	0	0	0.00%	n/a
Local Community Stabilization Share	0	0	42,280	42,280	0.17%	n/a
State Revenue Sharing	4,097,493	3,700,000	5,200,000	4,500,000	17.59%	21.62%
Liquor Tax Refund	33,548	25,000	25,000	25,000	0.10%	0.00%
METRO Act Fees	31,192	20,000	32,000	30,000	0.12%	50.00%
Local Revenue Sharing Agreements	459,497	500,000	500,000	500,000	1.95%	0.00%
Other	120,330	100,500	108,500	301,960	1.18%	200.46%
<b>TOTAL INTERGOVERNMENTAL</b>	<u>5,661,342</u>	<u>4,345,500</u>	<u>5,907,780</u>	<u>5,399,240</u>	21.11%	24.25%
<b>CHARGES FOR SERVICES</b>						
Administration - Public Works Services	1,050,000	1,050,000	1,050,000	1,050,000	4.10%	0.00%
Administration - Cable T.V.	888,542	620,000	720,000	620,000	2.42%	0.00%
Cemetery Revenue	61,275	35,000	40,000	40,000	0.16%	14.29%
Planning Department	35,235	30,000	25,000	25,000	0.10%	-16.67%
Street Lights	383,709	383,500	395,000	393,500	1.54%	2.61%
Ambulance Fees	1,308,283	1,350,000	1,500,000	1,500,000	5.86%	11.11%
Police Services-Williamstown Twp.	248,743	240,000	120,000	160,000	0.63%	-33.33%
Reimbursement - Fire & Police	46,555	13,000	11,650	13,000	0.05%	0.00%
Reimbursement - Crossing Guard	5,148	5,000	16,300	15,000	0.06%	200.00%
Reimbursement - Elections	61,634	0	0	0	0.00%	n/a
Reimbursement - School Security	6,195	2,000	2,000	36,000	0.14%	1700.00%
Reimbursement - Insurance	47,302	0	3,050	0	0.00%	n/a
Recreation Program Rev	172,364	142,500	155,955	157,000	0.61%	10.18%
Franchise Fees - BWL	166,905	160,000	160,000	160,000	0.63%	0.00%
Code Inspection & Registration Fees	157,932	179,000	123,500	121,000	0.47%	-32.40%
<b>TOTAL CHARGES FOR SERVICES</b>	<u>4,639,822</u>	<u>4,210,000</u>	<u>4,322,455</u>	<u>4,290,500</u>	16.76%	1.91%
<b>INTEREST</b>						
Interest Income - General Fund	37,856	100,000	160,000	200,000	0.78%	100.00%
<b>TOTAL INTEREST</b>	<u>37,856</u>	<u>100,000</u>	<u>160,000</u>	<u>200,000</u>	0.78%	100.00%
<b>OTHER REVENUES</b>						
Reimbursement	34,411	205,000	65,950	30,000	0.12%	-85.37%
Donations	1,960	1,500	17,150	1,500	0.01%	0.00%
Rentals	6,960	6,960	6,960	6,960	0.03%	0.00%
Miscellaneous	23,636	18,700	11,440	18,450	0.07%	-1.34%
Court Restitution	13,456	10,000	12,000	10,000	0.04%	0.00%
Vehicle & Surplus Property Sales	467	0	0	0	0.00%	n/a
Fines & Tickets	86,092	72,500	68,000	81,500	0.32%	12.41%
Gain on sale of fixed assets	0	0	0	0	0.00%	n/a
<b>TOTAL OTHER REVENUE</b>	<u>166,982</u>	<u>314,660</u>	<u>181,500</u>	<u>148,410</u>	0.58%	-52.83%
<b>TOTAL REVENUES</b>	<u>25,710,903</u>	<u>24,251,610</u>	<u>26,109,605</u>	<u>25,585,700</u>	100.00%	5.50%

**GENERAL FUND  
DEPARTMENT EXPENDITURE SUMMARY**

**Expenditures by Function**

<b>FUNCTION</b>	<b>2021 Actual</b>	<b>2022 Original Budget</b>	<b>2022 Projected Total</b>	<b>2023 BUDGET</b>	<b>% of Total</b>	<b>% Chg v. 22 Budget</b>
LEGISLATIVE						
Township Board	\$79,772	\$92,210	\$91,210	\$92,210	0.34%	0.00%
TOTAL LEGISLATIVE	<u>79,772</u>	<u>92,210</u>	<u>91,210</u>	<u>92,210</u>	0.34%	0.00%
GENERAL GOVERNMENT						
Administrative Services	1,974,086	1,951,200	1,809,850	1,806,350	6.65%	-7.42%
Accounting & Budgeting	457,022	492,300	510,104	548,815	2.02%	11.48%
Clerk - Administration	307,757	337,480	347,346	365,160	1.34%	8.20%
Information Technology	663,036	780,650	686,279	875,995	3.22%	12.21%
Assessing	341,413	407,180	404,530	500,065	1.84%	22.81%
Treasurer	318,481	309,480	320,916	341,700	1.26%	10.41%
Clerk - Elections	80,781	219,710	222,950	100,000	0.37%	-54.49%
Building Maintenance	450,996	468,780	482,048	497,110	1.83%	6.04%
Township Manager/Personnel	687,468	708,180	855,597	906,285	3.34%	27.97%
Grounds Maintenance	188,402	262,870	267,989	266,290	0.98%	1.30%
Recycling Center	95,867	104,505	107,089	108,210	0.40%	3.55%
Watershed Management	583,745	965,000	1,317,350	973,000	3.58%	0.83%
Cemetery	58,981	85,935	88,402	88,215	0.32%	2.65%
Associations/Authorities	51,343	57,300	57,735	58,125	0.21%	1.44%
TOTAL GENERAL GOVERNMENT	<u>6,259,378</u>	<u>7,150,570</u>	<u>7,478,185</u>	<u>7,435,320</u>	27.37%	3.98%
PUBLIC SAFETY						
Police	6,202,063	6,517,325	6,707,910	7,131,615	26.25%	9.43%
EMS/Fire	6,418,623	7,059,630	7,163,297	7,385,254	27.18%	4.61%
Community Planning & Dev - Planning	497,423	565,710	542,024	623,233	2.29%	10.17%
Community Planning & Dev - Building	543,065	584,420	602,540	693,749	2.55%	18.71%
TOTAL PUBLIC SAFETY	<u>13,661,174</u>	<u>14,727,085</u>	<u>15,015,771</u>	<u>15,833,851</u>	58.28%	7.52%
HEALTH & WELFARE						
Human Services	65,439	66,385	68,969	60,370	0.22%	-9.06%
TOTAL HEALTH & WELFARE	<u>65,439</u>	<u>66,385</u>	<u>68,969</u>	<u>60,370</u>	0.22%	-9.06%
COMMUNITY AND ECONOMIC DEVELOPMENT						
Meridian Revevelopment	513,049	2,000,000	0	1,250,000	4.60%	-37.50%
TOTAL COMMUNITY AND ECON. DEV.	<u>513,049</u>	<u>2,000,000</u>	<u>0</u>	<u>1,250,000</u>		
RECREATION & CULTURAL						
Park Commission	2,725	6,260	6,260	6,260	0.02%	0.00%
Park & Recreation Administration	131,443	211,376	206,976	233,160	0.86%	10.31%
Recreation	149,976	220,155	218,485	236,409	0.87%	7.38%
Parks Maintenance	326,695	397,368	393,950	484,587	1.78%	21.95%
Community Activities	137,430	22,700	22,700	22,700	0.08%	0.00%
Communications	340,419	389,060	401,457	465,724	1.71%	19.70%
TOTAL RECREATION & CULTURAL	<u>1,088,688</u>	<u>1,246,919</u>	<u>1,249,828</u>	<u>1,448,840</u>	5.33%	16.19%
OTHER						
Capital Outlay	622,352	1,132,800	901,700	518,700	1.91%	-54.21%
Operating Transfers Out	511,300	530,000	530,000	530,000	1.95%	0.00%
TOTAL OTHER	<u>1,133,652</u>	<u>1,662,800</u>	<u>1,431,700</u>	<u>1,048,700</u>	3.86%	-36.93%
<b>TOTAL EXPENDITURES</b>	<u>\$22,801,152</u>	<u>\$26,945,969</u>	<u>\$25,335,663</u>	<u>\$27,169,291</u>	100.00%	0.83%

**Expenditures by Account Classification**

<b>ACCOUNT CLASSIFICATION</b>	<b>2021 Actual</b>	<b>2022 Original Budget</b>	<b>2022 Projected Total</b>	<b>2023 BUDGET</b>	<b>% of Total</b>	<b>% Chg v. 22 Budget</b>
Personnel Costs	\$16,257,403	\$17,643,789	\$18,006,593	\$19,023,588	70.02%	7.82%
Operating Costs	3,488,563	3,573,385	3,932,975	3,682,554	13.55%	3.06%
Outside Services	1,159,067	3,263,800	1,162,200	2,546,054	9.37%	-21.99%
Equipment Rental	700,485	700,495	700,495	700,495	2.58%	0.00%
Capital Items	684,334	1,234,500	1,003,400	686,600	2.53%	-44.38%
Transfers Out	511,300	530,000	530,000	530,000	1.95%	0.00%
<b>TOTAL EXPENDITURES</b>	<u>\$22,801,152</u>	<u>\$26,945,969</u>	<u>\$25,335,663</u>	<u>\$27,169,291</u>	100.00%	0.83%

## 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$73,769	\$77,710	\$77,710	\$77,710
Operating Costs	6,003	12,500	11,500	12,500
Outside Services	<u>0</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
<b>TOTAL</b>	<u><u>\$79,772</u></u>	<u><u>\$92,210</u></u>	<u><u>\$91,210</u></u>	<u><u>\$92,210</u></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 (\$1,000), mileage (\$500), and employee recognition (\$2,000).

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

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Supervisor	1.0	1.0	1.0
Trustees	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>
	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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$351,656	\$411,300	\$251,300	\$251,450
Operating Costs	1,168,408	1,135,100	1,153,400	1,150,100
Outside Services	<u>454,022</u>	<u>404,800</u>	<u>405,150</u>	<u>404,800</u>
	<u>\$1,974,086</u>	<u>\$1,951,200</u>	<u>\$1,809,850</u>	<u>\$1,806,350</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.

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.

<b>PERSONNEL SUMMARY</b>
(Not Applicable)

# 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$386,158	\$410,500	\$429,804	\$467,015
Operating Costs	29,381	37,300	37,300	37,300
Outside Services	41,483	44,000	42,500	44,000
Capital Items	<u>0</u>	<u>500</u>	<u>500</u>	<u>500</u>
	<u>\$457,022</u>	<u>\$492,300</u>	<u>\$510,104</u>	<u>\$548,815</u>

Personnel Costs: No change in staffing levels.

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: Office Equipment.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Finance Director	1.0	1.0	1.0
Accountant	1.0	1.0	1.0
Bookkeeper	<u>2.75</u>	<u>2.50</u>	<u>2.50</u>
	4.75	4.50	4.50

# 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$285,578	\$319,880	\$329,246	\$347,560
Operating Costs	4,850	5,600	6,100	5,600
Outside Services	17,329	12,000	12,000	12,000
	<u>\$307,757</u>	<u>\$337,480</u>	<u>\$347,346</u>	<u>\$365,160</u>

Personnel Costs: No change in staffing levels.

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

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

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</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	5.0	5.0

# 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$325,422	\$326,150	\$335,279	\$361,895
Operating Costs	252,457	301,500	273,000	380,100
Outside Services	85,157	153,000	78,000	87,000
Capital Items	<u>0</u>	<u>0</u>	<u>0</u>	<u>47,000</u>
	<u>\$663,036</u>	<u>\$780,650</u>	<u>\$686,279</u>	<u>\$875,995</u>

Personnel Costs: No change in staffing levels.

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 (\$5,000), electronic recycling services (\$5,000), Help Desk (\$42,000), and Network Engineering (\$35,000).

Capital Items: Just FOIA (\$20,000), power DMS upgrades (\$20,000), and target solutions (\$7,000).

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Director of Information Technology	1.0	1.0	1.0
Assistant Director of IT	1.0	0.0	0.0
GIS Specialist	0.4	0.4	0.4
IT Technician	<u>0.0</u>	<u>2.0</u>	<u>2.0</u>
	2.4	3.4	3.4

# 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$290,870	\$370,430	\$384,280	\$457,150
Operating Costs	5,260	8,250	8,250	11,415
Outside Services	45,283	28,500	12,000	28,500
Capital Items	0	0	0	3,000
	<u>\$341,413</u>	<u>\$407,180</u>	<u>\$404,530</u>	<u>\$500,065</u>

Personnel Costs: No change in staffing levels.

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 (ended in 2021), outside appraisals, and expert witnesses.

Capital Items: Office desk.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Assessor	0.0	1.0	1.0
Appraiser II	2.0	2.0	2.0
Assessing Clerk	1.0	1.0	1.0
	<u>3.0</u>	<u>4.0</u>	<u>4.0</u>
Intern	2.0	2.0	2.0

# 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$298,821	\$286,680	\$292,816	\$318,900
Operating Costs	19,660	22,300	27,600	22,300
Capital Items	0	500	500	500
	<u>\$318,481</u>	<u>\$309,480</u>	<u>\$320,916</u>	<u>\$341,700</u>

Personnel Costs: No change in staffing levels.

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

Capital Items: Small equipment as needed.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Treasurer	1.0	1.0	1.0
Assistant to the Treasurer	1.0	1.0	1.0
Bookkeeper	0.75	1.0	1.0
	<u>2.75</u>	<u>3.0</u>	<u>3.0</u>

# 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$52,270	\$130,110	\$106,500	\$58,810
Operating Costs	24,769	84,600	111,450	36,190
Outside Services	<u>3,742</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
	<u>\$80,781</u>	<u>\$219,710</u>	<u>\$222,950</u>	<u>\$100,000</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><b>PERSONNEL SUMMARY</b></p> <p>(See summary for Clerk's Office)</p>
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# GENERAL FUND

**DEPARTMENT:**  
**Public Works**  
**Building Maintenance**

**FUNCTION:**  
**General 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 9 separate buildings/structures.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$97,278	\$105,120	\$116,038	\$108,650
Operating Costs	75,581	53,700	53,750	63,500
Outside Services	260,420	290,000	292,300	305,000
Equipment Rental	14,960	14,960	14,960	14,960
Capital Items	<u>2,757</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
	<u>\$450,996</u>	<u>\$468,780</u>	<u>\$482,048</u>	<u>\$497,110</u>

Personnel Costs: No change in staffing levels.

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 \$45,000 for Service Center expansion design and engineering 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 equipment and tools.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Lead Worker	1.0	1.0	1.0

# 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 manages loss prevention programs, workers' compensation insurance claims, and coordinating employee wellness programs.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$569,675	\$571,430	\$718,847	\$769,535
Operating Costs	81,722	90,000	90,000	90,000
Outside Services	14,321	25,000	25,000	25,000
Equipment Rental (Motor Pool)	21,750	21,750	21,750	21,750
	<u>\$687,468</u>	<u>\$708,180</u>	<u>\$855,597</u>	<u>\$906,285</u>

Personnel Costs: No change in staffing levels.

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.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Township Manager	1.0	1.0	1.0
Human Resources Director	1.0	1.0	1.0
Human Resources Administrator	1.0	1.0	1.0
Human Resources Assistant	0.5	0.0	0.0
Executive Assistant	1.0	1.0	1.0
Director of Projects & Operations	0.0	1.0	1.0
Security/Information Officer	0.0	1.0	1.0
	<u>4.5</u>	<u>6.0</u>	<u>6.0</u>

# GENERAL FUND

**DEPARTMENT:**  
**Public Works**  
**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 Public Works Superintendent, reporting to the Assistant Township Manager/Director of Public Works.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$86,122	\$103,530	\$106,599	\$106,200
Operating Costs	26,954	67,700	67,450	66,150
Outside Services	15,186	30,000	32,300	32,300
Equipment Rental	60,140	60,140	60,140	60,140
Capital Items	0	1,500	1,500	1,500
	<u>\$188,402</u>	<u>\$262,870</u>	<u>\$267,989</u>	<u>\$266,290</u>

Personnel Costs: No change in staffing levels.

Operating Costs: Includes materials and supplies for maintaining grounds and seal coating various municipal parking lots (\$90,000).

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 of equipment.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Utility Worker	1.0	1.0	1.0
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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$54,538	\$58,405	\$60,989	\$62,110
Operating Costs	17,329	22,100	22,100	22,100
Outside Services	24,000	24,000	24,000	24,000
	<u>\$95,867</u>	<u>\$104,505</u>	<u>\$107,089</u>	<u>\$108,210</u>

Personnel Costs: No change in staffing levels.

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

Outside Services: Contract with outside management company.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Environmental Programs Coordinator	0.8	0.8	0.8

# 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Operating Costs	\$565,967	\$925,000	\$1,266,200	\$933,000
Outside Services	17,778	40,000	51,150	40,000
	<u>\$583,745</u>	<u>\$965,000</u>	<u>\$1,317,350</u>	<u>\$973,000</u>

Operating Costs: Includes charges from Ingham County Drain Commissioner for Drains at Large (\$575,000) and Special Project Drains (\$358,000).

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

<b>PERSONNEL SUMMARY</b>
(Not Applicable)

# GENERAL FUND

**DEPARTMENT:**  
**Public Works**  
**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 Public Works Superintendent, reporting to the Assistant Township Manager/Director of Public Works.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$32,138	\$45,175	\$45,767	\$35,080
Operating Costs	2,583	5,500	6,075	2,875
Outside Services	0	10,000	11,300	25,000
Equipment Rental	24,260	24,260	24,260	24,260
Capital Items	0	1,000	1,000	1,000
	<u>\$58,981</u>	<u>\$85,935</u>	<u>\$88,402</u>	<u>\$88,215</u>

Personnel Costs: Includes a portion of the Public Works 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 landscaping contract for Glendale Cemetery, fence repairs, pavement preventative maintenance, garage repairs, and 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: Small equipment.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Public Works Superintendent	0.25	0.25	0.25
Seasonal Workers	2.0	2.0	2.0

# 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$5,833,737	\$6,092,550	\$6,277,935	\$6,693,840
Operating Costs	125,196	169,950	175,150	175,250
Outside Services	18,492	21,000	21,000	21,000
Equipment Rental	208,625	208,625	208,625	208,625
Capital Items	16,013	25,200	25,200	32,900
	<u>\$6,202,063</u>	<u>\$6,517,325</u>	<u>\$6,707,910</u>	<u>\$7,131,615</u>

Personnel Costs: Includes wages and benefits for 41 sworn officers, 5 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 of police equipment and upgrade the roll call room.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Chief of Police	1.0	1.0	1.0
Assistant Chief of Police	1.0	0.0	0.0
Captain	0.0	1.0	1.0
Lieutenant	1.0	1.0	1.0
Sergeant	7.0	7.0	7.0
Officer	31.0	31.0	31.0
Records Supervisor	1.0	1.0	1.0
Administrative Assistant II	1.0	1.0	1.0
Records Technician II	2.5	2.5	2.5
	<u>45.5</u>	<u>45.5</u>	<u>45.5</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.

<b>BUDGET SUMMARY</b>						
<u>Account Classification</u>	<u>2021</u>	<u>Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023</u>	<u>Budget</u>
Personnel Costs	\$5,848,505		\$6,488,250	\$6,591,917	\$6,798,206	
Operating Costs	230,172		216,060	216,060	229,424	
Outside Services	24,735		32,000	32,000	34,804	
Equipment Rental	282,820		282,820	282,820	282,820	
Capital Items	32,391		40,500	40,500	40,000	
	<u>\$6,418,623</u>		<u>\$7,059,630</u>	<u>\$7,163,297</u>	<u>\$7,385,254</u>	

Personnel Costs: Includes wages and benefits for 38 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 (\$30,000) and equipment (\$10,000).

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
EMS/Fire Chief	1.0	1.0	1.0
Inspector-Fire	1.0	0.0	0.0
Fire Marshall	0.0	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	22.0	22.0
Administrative Assistant II	1.0	1.0	1.0
	<u>36.0</u>	<u>38.0</u>	<u>38.0</u>
Part-time Firefighters	10.0	5.0	5.0

# 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 2022 for 10 years through 2031 at 0.1483 mills.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	<u>\$65,439</u>	<u>\$66,385</u>	<u>\$68,969</u>	<u>\$60,370</u>

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

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Human Services Specialist	0.8	0.8	0.8

## 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$464,388	\$507,775	\$516,339	\$557,048
Operating Costs	4,538	13,300	11,050	11,550
Outside Services	23,862	40,000	10,000	50,000
Equipment Rental	<u>4,635</u>	<u>4,635</u>	<u>4,635</u>	<u>4,635</u>
	<u>\$497,423</u>	<u>\$565,710</u>	<u>\$542,024</u>	<u>\$623,233</u>

Personnel Costs: Includes payment for Planning Commission and ZBA meetings.

Outside Services: Cost of online permitting and BS&A improvements (\$35,000), 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.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Community Planning & Development Director	0.75	0.75	0.75
Director of Neighborhoods & Economic Development	1.0	1.0	1.0
Principal Planner	1.0	1.0	0.0
Senior Planner	0.0	0.0	1.0
Assistant Planner	1.0	1.0	1.0
Administrative Assistant II	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
	4.75	4.75	4.75
Intern, part-time	0.5	1.0	1.0

## 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$515,664	\$555,265	\$573,385	\$662,594
Operating Costs	4,246	6,000	6,000	8,000
Equipment Rental	<u>23,155</u>	<u>23,155</u>	<u>23,155</u>	<u>23,155</u>
	<u>\$543,065</u>	<u>\$584,420</u>	<u>\$602,540</u>	<u>\$693,749</u>

Personnel Costs: No change in staffing levels.

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.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Community Planning & Development Director	0.25	0.25	0.25
Chief Building Inspector	1.0	1.0	1.0
Senior Building Inspector	0.0	0.0	2.0
Building Inspector	2.0	2.0	0.0
Rental Housing Inspector	1.25	1.63	1.63
Senior Code Enforcement Officer	0.0	0.0	1.0
Code Enforcement Officer	1.0	1.0	0.0
Administrative Assistant I	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
	6.5	6.9	6.9
Intern, part-time	0.5	1.0	1.0

## GENERAL FUND

**DEPARTMENT:**  
**Meridian Redevelopment**

**FUNCTION:**  
**Economic Development**

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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Operating Costs	\$486,700	\$0	\$0	\$0
Outside Services	26,349	2,000,000	0	1,250,000
	<u>\$513,049</u>	<u>\$2,000,000</u>	<u>\$0</u>	<u>\$1,250,000</u>

Operating Costs: None planned.

Outside Services: Cost associated with redevelopment of core areas.

<b>PERSONNEL SUMMARY</b>
(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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$2,487	\$4,060	\$4,060	\$4,060
Operating Costs	<u>238</u>	<u>2,200</u>	<u>2,200</u>	<u>2,200</u>
	<u>\$2,725</u>	<u>\$6,260</u>	<u>\$6,260</u>	<u>\$6,260</u>

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

Operating Costs: Includes professional conferences for Commission members.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Park Commissioner	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>

# 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$94,988	\$121,776	\$117,376	\$138,010
Operating Costs	36,455	84,600	84,600	88,650
Outside Services	0	0	0	6,500
Capital Items	0	5,000	5,000	0
	<u>\$131,443</u>	<u>\$211,376</u>	<u>\$206,976</u>	<u>\$233,160</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: Rec Pro.

Capital Items: None planned.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$87,696	\$106,005	\$106,505	\$115,109
Operating Costs	<u>62,280</u>	<u>114,150</u>	<u>111,980</u>	<u>121,300</u>
	<u>\$149,976</u>	<u>\$220,155</u>	<u>\$218,485</u>	<u>\$236,409</u>

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

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

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Park/Rec Specialist	2.0	1.0	1.0
Park Ranger-Summer	0.5	0.5	0.5
Interns	<u>1.5</u>	<u>1.5</u>	<u>1.5</u>
	2.0	2.0	2.0

\* 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 Parks & Land Superintendent, reporting to the Director of Parks and Recreation.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$205,385	\$237,343	\$238,575	\$258,162
Operating Costs	43,988	77,375	72,725	94,275
Outside Services	15,310	20,000	20,000	65,000
Equipment Rental	60,140	60,150	60,150	60,150
Capital Items	1,872	2,500	2,500	7,000
	<u>\$326,695</u>	<u>\$397,368</u>	<u>\$393,950</u>	<u>\$484,587</u>

Personnel Costs: No change in staffing levels.

Operating Costs: Includes tables, benches, trash containers, field paint, bases, nets, infield stone dust, sand, and irrigation maintenance.

Outside Services: Fertilizing and weed control for playing fields, mosquito spray, porta johns, Hillbrook Park court resurfacing, and Historical Village building repairs.

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.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Lead Worker	0.0	0.5	0.5
Utility Worker	2.5	2.0	2.0
Parks & Land Superintendent	0.20	0.20	0.20
	<u>2.70</u>	<u>2.70</u>	<u>2.70</u>
Part-time Seasonal Worker	1.0	1.0	1.0

# 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Community Promotion	\$125,140	\$6,000	\$6,000	\$6,000
Fundraiser	590	0	0	0
Meals on Wheels	0	5,000	5,000	5,000
Community Band	1,700	1,700	1,700	1,700
Lake Lansing Watershed Mgt	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
	<u>\$137,430</u>	<u>\$22,700</u>	<u>\$22,700</u>	<u>\$22,700</u>

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

Fundraiser: None planned.

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.

<b>PERSONNEL SUMMARY</b>	
(Not Applicable)	

# 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Convention/Visitors Bureau	\$0	\$3,700	\$3,700	\$3,700
Tri-County Reg. Plng. Comm.	20,185	22,000	22,000	22,000
Chamber of Commerce	340	400	415	425
Michigan Townships Assoc.	7,114	7,200	7,620	8,000
Michigan Municipal League	8,704	9,000	9,000	9,000
LEAP Inc.	15,000	15,000	15,000	15,000
	<u>\$51,343</u>	<u>\$57,300</u>	<u>\$57,735</u>	<u>\$58,125</u>

<b>PERSONNEL SUMMARY</b>
(Not Applicable)

**Narrative:** The Communications Department is responsible for coordinating a strategic and comprehensive message to inform the public of the Township’s goals, plans, activities and events through various multimedia platforms including web, digital, and print. The 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 public and media relations, the Township’s website, social media, internal and external communication services, graphic design, Township publications and video production of programs, and official Township meetings on HOMTV.

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$234,819	\$247,960	\$256,357	\$314,124
Operating Costs	25,053	38,600	38,600	37,950
Outside Services	68,028	82,500	86,500	84,150
Capital Items	12,519	20,000	20,000	29,500
	<u>\$340,419</u>	<u>\$389,060</u>	<u>\$401,457</u>	<u>\$465,724</u>

Personnel Costs: No change in staffing levels.

Capital Items: Video production replacement equipment.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Communications Manager	1.0	1.0	1.0
Marketing & Public Relations Specialist	1.0	1.0	1.0
Multimedia Productions & Operations Specialist	1.0	1.0	1.0
	3.0	3.0	3.0
Interns and Freelancers	0.0	25.0	5.25

# GENERAL FUND

**DEPARTMENT:**  
Capital Outlay

**FUNCTION:**  
Other

Activity Description:

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

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Outside Services	\$3,570	\$0	\$0	\$0
Capital Items	618,782	1,132,800	901,700	518,700
	<u>\$622,352</u>	<u>\$1,132,800</u>	<u>\$901,700</u>	<u>\$518,700</u>

Outside Services: None planned.

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

**2022 BUDGET**

Information Services	New Computer Workstations	\$7,800
	Hardware	68,000
	Network upgrades	500,000
	Server upgrades	27,500
	Mobile Data Units	19,500
	Total Information Services	<u>\$622,800</u>

Construction/Improvements	Public Safety Building - Generator Replacement	\$110,000
	Service Center - Entry window repair	10,000
	LED Conversion - Township buildings, Okemos Library	75,000
	Okemos Library - Roof repair/Gutters	95,000
	Treasurer/Clerk Breakroom renovation	15,000
	Supplemental appropriations	205,000
	Total Construction/Improvements	<u>\$510,000</u>

**2022 TOTAL CAPITAL OUTLAY BUDGETED** \$1,132,800

**2023 BUDGET**

Information Services	New Computer Workstations	\$9,000
	Mobile Data Units	8,500
	Total Information Services	<u>\$17,500</u>

Construction/Improvements	LED Conversion - Township buildings	\$50,000
	Service Center - Generator Replacement	200,000
	Recycling Center behind Service Center	251,200
	Total Construction/Improvements	<u>\$501,200</u>

**2023 TOTAL CAPITAL OUTLAY BUDGETED** \$518,700

<b>PERSONNEL SUMMARY</b>	
(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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Transfer Out/Local Roads	\$280,000	\$280,000	\$280,000	\$280,000
Transfer Out to MP - Police/Fire	231,300	250,000	250,000	250,000
	<u>\$511,300</u>	<u>\$530,000</u>	<u>\$530,000</u>	<u>\$530,000</u>

Transfer Out/Local Roads: The 2023 projections include \$280,000 to the local roads.

Transfer Out to MP - Police/Fire: The 2023 projections include \$250,000 to the Motor Pool for future purchases of vehicles and equipment for the Police and Fire departments.

<b>PERSONNEL SUMMARY</b>
(Not Applicable)

## SUMMARY OF SPECIAL REVENUE FUNDS

REVENUE SUMMARY				
FUND	2021 Actual	2022 Original Budget	2022 Projected Total	2023 Budget
Local Roads	\$392,239	\$502,500	\$13,616,363	\$753,510
Park Millage	1,696,865	1,485,750	1,377,324	1,365,350
Park Restricted/Designated	100,940	77,300	119,728	117,300
Fire Restricted/Designated	1,309	0	43,825	5
Pedestrian/Bicycle Pathways	1,369,558	3,967,100	3,972,611	3,400,910
Land Preservation Millage	195,696	198,400	199,849	203,950
Land Preservation Reserve	4,111	40,000	40,000	40,000
Senior Center Millage	155,645	158,550	159,783	161,255
Cable Television	361	100	300	250
Police Restricted/Designated	9,934	12,100	17,900	12,100
Library Restricted	22	20	20	20
Community Needs	40,214	11,000	16,930	11,100
Energy Grant	96	0	100	100
Law Enforcement Grant Funds	127	50	120	50
American Rescue Plan Act	0	0	2,038,200	236,800
CATA Redi-Ride Millage	368,374	376,650	378,300	386,830
<b>TOTAL ADOPTED REVENUES</b>	<b><u>\$4,335,491</u></b>	<b><u>\$6,829,520</u></b>	<b><u>\$21,981,353</u></b>	<b><u>\$6,689,530</u></b>

**FUND BALANCE USAGE:**

Local Roads Fund	\$2,902,957	\$3,447,500	\$0	\$4,198,990
Park Millage	0	0	0	0
Park Restricted/Designated	0	23,080	0	0
Fire Restricted/Designated	0	0	3,425	0
Pedestrian/Bicycle Pathways	0	229,150	529,053	947,085
Land Preservation Millage	0	0	0	85,709
Land Preservation Reserve	0	0	0	0
Senior Center Millage	0	0	0	0
Cable Television	5,456	0	63,100	19,750
Police Restricted/Designated	1,040	0	0	17,900
Library Restricted	0	0	0	0
Community Needs	656	39,900	14,270	0
Energy Grant	2,770	0	0	0
Law Enforcement Grant Funds	0	0	0	0
American Rescue Plan Act	0	0	0	0
CATA Redi-Ride Millage	0	3,350	1,700	0
<b>TOTAL FUND BALANCE USAGE</b>	<b><u>\$2,912,879</u></b>	<b><u>\$3,742,980</u></b>	<b><u>\$611,548</u></b>	<b><u>\$5,269,434</u></b>

EXPENDITURE SUMMARY				
FUND	2021 Actual	2022 Original Budget	2022 Projected Total	2023 Budget
Local Roads	\$3,295,196	\$3,950,000	\$3,962,700	\$4,952,500
Park Millage:				
Parks & Recreation Administration	166,075	192,255	192,440	223,314
Harris Nature Center	164,853	179,784	208,184	233,062
Parks Maintenance	382,663	465,725	463,725	551,403
Park Development	581,015	638,000	500,000	200,000
<b>Total Park Millage</b>	<b>1,294,606</b>	<b>1,475,764</b>	<b>1,364,349</b>	<b>1,207,779</b>
Park Restricted/Designated	75,888	100,380	109,380	113,447
Fire Restricted/Designated	0	0	47,250	0
Pedestrian/Bicycle Pathways	825,857	4,196,250	4,501,664	4,347,995
Land Preservation Millage	114,359	171,375	171,296	289,659
Land Preservation Reserve	350	0	147	0
Senior Center Millage	110,141	118,000	118,000	140,000
Cable Television	5,817	0	63,400	20,000
Police Restricted/Designated	10,974	12,000	17,300	30,000
Library Restricted	0	0	0	0
Community Needs	40,870	50,900	31,200	11,000
Energy Grant	2,866	0	0	0
Law Enforcement Grant Funds	0	0	0	0
American Rescue Plan Act	0	0	2,034,200	235,800
CATA Redi-Ride Millage	368,000	380,000	380,000	385,000
<b>TOTAL EXPENDITURES</b>	<b><u>\$6,144,924</u></b>	<b><u>\$10,454,669</u></b>	<b><u>\$12,800,886</u></b>	<b><u>\$11,733,180</u></b>

## 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 Assistant Township Manager/Director of Public Works oversees this fund.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Property Taxes	\$2,666	\$0	\$7,261	\$1,010
Interest	109,573	50,000	50,000	300,000
Bond Proceeds	0	0	12,934,102	0
Other Intergovernmental revenue	0	172,500	345,000	172,500
Operating Transfer In	<u>280,000</u>	<u>280,000</u>	<u>280,000</u>	<u>280,000</u>
	<u>\$392,239</u>	<u>\$502,500</u>	<u>\$13,616,363</u>	<u>\$753,510</u>

<b>STATEMENT OF UNASSIGNED FUND BALANCE</b>	
Fund Balance as of December 31, 2021 (per audit)	\$4,669,985
Anticipated Operating Surplus (Deficit) for 2022	<u>9,653,663</u>
Estimated Available Fund Balance as of December 31, 2022	14,323,648
Anticipated Operating Surplus (Deficit) for 2023	<u>(4,198,990)</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$10,124,658</u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Professional Services	\$376,461	\$450,000	\$450,000	\$452,500
Capital Items	<u>2,918,735</u>	<u>3,500,000</u>	<u>3,512,700</u>	<u>4,500,000</u>
	<u>\$3,295,196</u>	<u>\$3,950,000</u>	<u>\$3,962,700</u>	<u>\$4,952,500</u>

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

<b>PERSONNEL SUMMARY</b>	
(Not Applicable)	

## PARK MILLAGE FUND

**Narrative:** This activity is funded by a .6575 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.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Park Millage	\$1,230,738	\$1,256,250	\$1,258,977	\$1,280,250
Harris Center	32,669	30,000	55,000	55,000
Investment Income	1,243	1,500	1,000	1,000
Rentals and other	58,919	23,000	30,097	29,100
Grant Revenue	373,296	175,000	32,250	0
	<u>\$1,696,865</u>	<u>\$1,485,750</u>	<u>\$1,377,324</u>	<u>\$1,365,350</u>

<b>STATEMENT OF FUND BALANCE</b>	
Fund Balance as of December 31, 2021 (per audit)	\$218,263
Anticipated Operating Surplus (Deficit) for 2022	<u>12,975</u>
Estimated Available Fund Balance as of December 31, 2022	231,238
Anticipated Operating Surplus (Deficit) for 2023	<u>157,571</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$388,809</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.

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$163,235	\$174,105	\$174,105	\$194,914
Operating Costs	2,840	8,150	8,335	8,400
Outside Services	<u>0</u>	<u>10,000</u>	<u>10,000</u>	<u>20,000</u>
	<u>\$166,075</u>	<u>\$192,255</u>	<u>\$192,440</u>	<u>\$223,314</u>

Personnel Costs: No change in staffing levels.

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.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
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	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>
	1.7	1.7	1.7

# 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.

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$137,599	\$146,284	\$147,284	\$172,362
Operating Costs	20,087	24,500	26,500	30,500
Outside Services	7,167	9,000	19,400	15,200
Capital Items	0	0	15,000	15,000
	<u>\$164,853</u>	<u>\$179,784</u>	<u>\$208,184</u>	<u>\$233,062</u>

Personnel Costs: No change in staffing levels.

Operating Costs: Materials and supplies for the Nature Center.

Outside Services: Maintenance contracts.

Capital Items: Exterior maintenance.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Parks & Land Superintendent	0.0	0.4	0.4
Sr. Park Naturalist	1.0	0.0	0.0
Park Naturalist	1.0	1.0	1.0
	<u>2.0</u>	<u>1.4</u>	<u>1.4</u>
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 Parks & Land Superintendent, reporting directly to the Director of Parks & Recreation.

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$231,966	\$258,450	\$258,450	\$285,178
Operating Costs	56,365	78,600	76,600	107,050
Outside Services	18,013	51,000	51,000	77,000
Equipment Rental	75,175	75,175	75,175	75,175
Capital Items	1,144	2,500	2,500	7,000
	<u>\$382,663</u>	<u>\$465,725</u>	<u>\$463,725</u>	<u>\$551,403</u>

Personnel Costs: No change in staffing levels.

Operating Costs: Stone dust, sand, tables, trash containers, benches, bases, field paint, trail maintenance, nets, playground repair supplies, topsoil, seed, trees, shrubs, and safety surface.

Outside Services: Mosquito spray, weed control, tree removal, porta johns, wastewater treatment contract, pest control, and parking lot 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: Equipment purchases.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Facilities Superintendent	0.15	0.2	0.2
Utility Worker	3.0	3.0	3.0
	<u>3.15</u>	<u>3.20</u>	<u>3.20</u>
Seasonal Worker	0.0	1.0	1.0

# 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.

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Capital Items	\$581,015	\$638,000	\$500,000	\$200,000
	<u>\$581,015</u>	<u>\$638,000</u>	<u>\$500,000</u>	<u>\$200,000</u>

Capital Items: Central Park pavilion renovation and new park signs.

<b>PERSONNEL SUMMARY</b>
(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.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Grant Revenue	\$3,000	\$0	\$0	\$0
Interest	283	300	300	300
Market Revenue	77,743	53,000	63,000	63,000
Donations/Park Revenue	19,914	24,000	56,428	54,000
	<u>\$100,940</u>	<u>\$77,300</u>	<u>\$119,728</u>	<u>\$117,300</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.

<b>STATEMENT OF RESTRICTED FUND BALANCE</b>	
Fund Balance as of December 31, 2021 (per audit)	\$168,286
Anticipated Operating Surplus (Deficit) for 2022	<u>10,348</u>
Estimated Available Fund Balance as of December 31, 2022	178,634
Anticipated Operating Surplus (Deficit) for 2023	<u>3,853</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$182,487</u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Recreation Grant Expense	\$0	\$0	\$0	\$0
Market Expense	57,845	39,380	39,380	48,447
Recreation Expense	36	1,000	10,000	0
Celebrate Downtown Expense	0	50,000	45,000	50,000
Park Development	18,007	10,000	15,000	15,000
Transfer Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>\$75,888</u>	<u>\$100,380</u>	<u>\$109,380</u>	<u>\$113,447</u>

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

**Park Development:** Park and Field Improvements.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Recreation Staff-Summer*	2.0	2.0	2.0

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

## FIRE RESTRICTED/DESIGNATED FUND

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

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Grant Revenue	\$0	\$0	\$43,820	\$0
Interest	7	0	5	5
Donations	<u>1,302</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u><u>\$1,309</u></u>	<u><u>\$0</u></u>	<u><u>\$43,825</u></u>	<u><u>\$5</u></u>

<b>STATEMENT OF RESTRICTED FUND BALANCE</b>	
Fund Balance as of December 31, 2021 (per audit)	\$6,393
Anticipated Operating Surplus (Deficit) for 2022	<u>(3,425)</u>
Estimated Available Fund Balance as of December 31, 2022	2,968
Anticipated Operating Surplus (Deficit) for 2023	<u>5</u>
Estimated Available Fund Balance as of December 31, 2023	<u><u>\$2,973</u></u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Capital Items	<u>\$0</u>	<u>\$0</u>	<u>\$47,250</u>	<u>\$0</u>
	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$47,250</u></u>	<u><u>\$0</u></u>

<b>PERSONNEL SUMMARY</b>	
(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 .3297 effective 2017 through 2028. The Assistant Township Manager/Director of Public Works oversees this fund.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Tax Collections	\$617,478	\$628,100	\$631,611	\$642,910
Reimbursements/Other	748,823	3,337,000	3,337,000	2,756,000
Interest	3,257	2,000	4,000	2,000
	<u>\$1,369,558</u>	<u>\$3,967,100</u>	<u>\$3,972,611</u>	<u>\$3,400,910</u>

<b>STATEMENT OF RESTRICTED FUND BALANCE</b>	
Fund Balance as of December 31, 2021 (per audit)	\$2,039,780
Anticipated Operating Surplus (Deficit) for 2022	<u>(529,053)</u>
Estimated Available Fund Balance as of December 31, 2022	1,510,727
Anticipated Operating Surplus (Deficit) for 2023	<u>(947,085)</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$563,642</u>

# PEDESTRIAN/BICYCLE PATHWAY MILLAGE FUND

## EXPENDITURE SUMMARY

<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$69,262	\$80,575	\$86,389	\$94,045
Operating Costs	45,965	47,000	48,500	43,275
Outside Services	15,675	60,000	62,300	60,000
Equipment Rental	63,675	63,675	63,675	63,675
Capital Items	<u>631,280</u>	<u>3,945,000</u>	<u>4,240,800</u>	<u>4,087,000</u>
	<u><u>\$825,857</u></u>	<u><u>\$4,196,250</u></u>	<u><u>\$4,501,664</u></u>	<u><u>\$4,347,995</u></u>

Personnel Costs: No changes in staffing levels.

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

Outside Services: Mowing, tree trimming, and snow removal as needed (\$30,000).

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 Phases 1 and 2, Okemos Rd and Mount Hope retaining wall replacements, pathway repairs, and 8 Z gates/signage for railroad quiet zone.

## PERSONNEL SUMMARY

<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Parks & Land Superintendent	0.15	0.15	0.15
Lead Worker	1.00	0.50	0.50

## 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 approved a millage reduction of .10 mills. The activity is managed by the Parks and Recreation Department.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Land Preservation Millage Collections	\$190,497	\$190,400	\$194,349	\$195,950
Investment Income (Loss)	5,199	8,000	5,500	8,000
	<u>\$195,696</u>	<u>\$198,400</u>	<u>\$199,849</u>	<u>\$203,950</u>

<b>STATEMENT OF RESTRICTED FUND BALANCE</b>	
Fund Balance as of December 31, 2021 (per audit)	\$3,934,164
Anticipated Operating Surplus (Deficit) for 2022	<u>28,553</u>
Estimated Available Fund Balance as of December 31, 2022	3,962,717
Anticipated Operating Surplus (Deficit) for 2023	<u>(85,709)</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$3,877,008</u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$96,750	\$104,275	\$104,275	\$147,359
Operating Costs	10,299	42,100	42,021	117,300
Outside Services	<u>7,310</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
	<u>\$114,359</u>	<u>\$171,375</u>	<u>\$171,296</u>	<u>\$289,659</u>

**Personnel Costs:** No change in staffing levels.

**Operating Costs:** Includes signs, maintenance supplies, grounds maintenance, small greenhouse, and accessible bird-viewing platform at Davis Farm.

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

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Sr. Parks & Land Management Coordinator	0.5	0.5	0.5
Park and Land Superintendent	0.05	0.05	0.05
Land Stewardship Coordinator	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.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Investment Income (Loss)	\$4,111	\$40,000	\$40,000	\$40,000
	<u>\$4,111</u>	<u>\$40,000</u>	<u>\$40,000</u>	<u>\$40,000</u>

<b>STATEMENT OF FUND BALANCE</b>	
Fund Balance as of December 31, 2021 (per audit)	\$3,384,480
Anticipated Operating Surplus (Deficit) for 2022	<u>39,853</u>
Estimated Available Fund Balance as of December 31, 2022	3,424,333
Anticipated Operating Surplus (Deficit) for 2023	<u>40,000</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$3,464,333</u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Operating Costs	\$350	\$0	\$147	\$0
	<u>\$350</u>	<u>\$0</u>	<u>\$147</u>	<u>\$0</u>

<b>PERSONNEL SUMMARY</b>	
(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.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Taxes	\$154,929	\$158,050	\$159,183	\$160,755
Interest	716	500	600	500
	<u>\$155,645</u>	<u>\$158,550</u>	<u>\$159,783</u>	<u>\$161,255</u>

<b>STATEMENT OF RESTRICTED FUND BALANCE</b>	
Fund Balance as of December 31, 2021 (per audit)	\$342,709
Anticipated Operating Surplus (Deficit) for 2022	<u>41,783</u>
Estimated Available Fund Balance as of December 31, 2022	384,492
Anticipated Operating Surplus (Deficit) for 2023	<u>21,255</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$405,747</u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Operating Costs	\$38	\$0	\$0	\$0
Outside Services	105,152	110,000	110,000	125,000
Capital Items	<u>4,951</u>	<u>8,000</u>	<u>8,000</u>	<u>15,000</u>
	<u>\$110,141</u>	<u>\$118,000</u>	<u>\$118,000</u>	<u>\$140,000</u>

Outside Services: Contractual staffing costs.

Capital Items: Tables, chairs, and lighting improvements.

<b>PERSONNEL SUMMARY</b>	
(Not Applicable)	

## CABLE TV FUND

**Narrative:** This fund previously supported the operations of the Communications Department and was primarily generated from Franchise Fees and PEG Fees derived from cable service providers according to Public Act 480. The Communications Department serves at the Local Franchise Authority for nine Public, Educational and Governmental (PEG) Channels in Meridian Township which includes the operations and production of HOMTV (Government Access Channel) and CAMTV (Public Access Channel).

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Interest	\$361	\$100	\$300	\$250
	<u>\$361</u>	<u>\$100</u>	<u>\$300</u>	<u>\$250</u>

<b>STATEMENT OF FUND BALANCE</b>	
Fund Balance as of December 31, 2021 (per audit)	\$216,276
Anticipated Operating Surplus (Deficit) for 2022	<u>(63,100)</u>
Estimated Available Fund Balance as of December 31, 2022	153,176
Anticipated Operating Surplus (Deficit) for 2023	<u>(19,750)</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$133,426</u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$3	\$0	\$0	\$0
Capital Items	5,814	0	63,400	20,000
	<u>\$5,817</u>	<u>\$0</u>	<u>\$63,400</u>	<u>\$20,000</u>

Capital Items: Studio curtains and sound proofing.

<b>PERSONNEL SUMMARY</b>	
(Not Applicable)	

## POLICE RESTRICTED/DESIGNATED FUND

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

<b>REVENUE SUMMARY</b>					
<u>Account Classification</u>	<u>2021</u>	<u>Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Grant Revenue		\$4,217	\$5,000	\$10,800	\$5,000
Interest		114	100	100	100
Forfeiture Revenue		1,104	0	0	0
Training Fund PA 302		<u>4,499</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>
		<u>\$9,934</u>	<u>\$12,100</u>	<u>\$17,900</u>	<u>\$12,100</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.

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

<b>STATEMENT OF RESTRICTED FUND BALANCE</b>	
Fund Balance as of December 31, 2021 (per audit)	\$69,238
Anticipated Operating Surplus (Deficit) for 2022	<u>600</u>
Estimated Available Fund Balance as of December 31, 2022	69,838
Anticipated Operating Surplus (Deficit) for 2023	<u>(17,900)</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$51,938</u>

<b>EXPENDITURE SUMMARY</b>					
<u>Account Classification</u>	<u>2021</u>	<u>Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Operating costs		\$4,564	\$5,000	\$10,300	\$5,000
Training Fund PA 302		6,410	7,000	7,000	7,000
Capital Items		<u>0</u>	<u>0</u>	<u>0</u>	<u>18,000</u>
		<u>\$10,974</u>	<u>\$12,000</u>	<u>\$17,300</u>	<u>\$30,000</u>

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

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

**Capital Items:** Additional K9.

<b>PERSONNEL SUMMARY</b>	
(Not Applicable)	

## LIBRARY RESTRICTED FUND

**Narrative:** This fund is used to account for donations for improvements to the local libraries.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Interest	\$22	\$20	\$20	\$20
	<u>\$22</u>	<u>\$20</u>	<u>\$20</u>	<u>\$20</u>

<b>STATEMENT OF RESTRICTED FUND BALANCE</b>	
Fund Balance as of December 31, 2021 (per audit)	\$13,558
Anticipated Operating Surplus (Deficit) for 2022	<u>20</u>
Estimated Available Fund Balance as of December 31, 2022	13,578
Anticipated Operating Surplus (Deficit) for 2023	<u>20</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$13,598</u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

<b>PERSONNEL SUMMARY</b>	
(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.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Donations	\$38,497	\$10,000	\$15,750	\$10,000
Redi-Ride	1,566	900	1,030	1,000
Interest	151	100	150	100
	<u>\$40,214</u>	<u>\$11,000</u>	<u>\$16,930</u>	<u>\$11,100</u>

<b>STATEMENT OF RESTRICTED FUND BALANCE</b>	
Fund Balance as of December 31, 2021 (per audit)	\$106,266
Anticipated Operating Surplus (Deficit) for 2022	<u>(14,270)</u>
Estimated Available Fund Balance as of December 31, 2022	91,996
Anticipated Operating Surplus (Deficit) for 2023	<u>100</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$92,096</u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Emergency Fund	\$38,870	\$50,000	\$30,000	\$10,000
Redi-Ride	1,800	900	1,200	1,000
Special Events	200	0	0	0
	<u>\$40,870</u>	<u>\$50,900</u>	<u>\$31,200</u>	<u>\$11,000</u>

<b>PERSONNEL SUMMARY</b>	
(Not Applicable)	

## ENERGY GRANT FUND

**Narrative:** This fund accounts for federal and state grants received for energy conservation programs. The Assistant Township Manager/Director of Public Works oversees this fund. Grants are sought to reduce the energy costs of the Township and purchase energy-saving equipment.

### REVENUE SUMMARY

<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Interest	\$96	\$0	\$100	\$100
	<u>\$96</u>	<u>\$0</u>	<u>\$100</u>	<u>\$100</u>

### STATEMENT OF RESTRICTED FUND BALANCE

Fund Balance as of December 31, 2021 (per audit)	\$56,603
Anticipated Operating Surplus (Deficit) for 2022	<u>100</u>
Estimated Available Fund Balance as of December 31, 2022	56,703
Anticipated Operating Surplus (Deficit) for 2023	<u>100</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$56,803</u>

### EXPENDITURE SUMMARY

<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Outside Services	\$2,866	\$0	\$0	\$0
	<u>\$2,866</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

### 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>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Interest	\$127	\$50	\$120	\$50
	<u>\$127</u>	<u>\$50</u>	<u>\$120</u>	<u>\$50</u>

### STATEMENT OF RESTRICTED FUND BALANCE

Fund Balance as of December 31, 2021 (per audit)	\$76,532
Anticipated Operating Surplus (Deficit) for 2022	<u>120</u>
Estimated Available Fund Balance as of December 31, 2022	76,652
Anticipated Operating Surplus (Deficit) for 2023	<u>50</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$76,702</u>

### EXPENDITURE SUMMARY

<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
	\$0	\$0	\$0	\$0
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

### PERSONNEL SUMMARY

(Not Applicable)

## AMERICAN RESCUE PLAN ACT FUND

**Narrative:** This fund accounts for the American Rescue Plan Act (ARPA) federal grant received for Coronavirus local fiscal recovery. The Assistant Township Manager/Director of Public Works oversees this fund.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Grants	\$0	\$0	\$2,034,200	\$235,800
Interest	<u>0</u>	<u>0</u>	<u>4,000</u>	<u>1,000</u>
	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$2,038,200</u></u>	<u><u>\$236,800</u></u>

<b>STATEMENT OF RESTRICTED FUND BALANCE</b>	
Fund Balance as of December 31, 2021 (per audit)	\$0
Anticipated Operating Surplus (Deficit) for 2022	<u>4,000</u>
Estimated Available Fund Balance as of December 31, 2022	4,000
Anticipated Operating Surplus (Deficit) for 2023	<u>1,000</u>
Estimated Available Fund Balance as of December 31, 2023	<u><u>\$5,000</u></u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Capital Items	<u>\$0</u>	<u>\$0</u>	<u>\$2,034,200</u>	<u>\$235,800</u>
	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$2,034,200</u></u>	<u><u>\$235,800</u></u>

<b>PERSONNEL SUMMARY</b>	
(Not Applicable)	

## 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.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Millage Collections	\$368,287	\$376,550	\$377,800	\$386,730
Interest	87	100	500	100
	<u>\$368,374</u>	<u>\$376,650</u>	<u>\$378,300</u>	<u>\$386,830</u>

<b>STATEMENT OF RESTRICTED FUND BALANCE</b>	
Fund Balance as of December 31, 2021 (per audit)	\$10,066
Anticipated Operating Surplus (Deficit) for 2022	<u>(1,700)</u>
Estimated Available Fund Balance as of December 31, 2022	8,366
Anticipated Operating Surplus (Deficit) for 2023	<u>1,830</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$10,196</u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Redi-Ride Services	\$368,000	\$380,000	\$380,000	\$385,000
	<u>\$368,000</u>	<u>\$380,000</u>	<u>\$380,000</u>	<u>\$385,000</u>

<b>PERSONNEL SUMMARY</b>	
(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).

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Millage Collections	\$3,631,677	\$3,701,000	\$3,717,445	\$3,801,230
Interest	<u>5,579</u>	<u>3,000</u>	<u>6,000</u>	<u>3,000</u>
	<u>\$3,637,256</u>	<u>\$3,704,000</u>	<u>\$3,723,445</u>	<u>\$3,804,230</u>

<b>STATEMENT OF ASSIGNED FUND BALANCE</b>	
Fund Balance (Deficit) as of December 31, 2021 (per audit)	\$953,917
Anticipated Operating Surplus (Deficit) for 2022	<u>119,195</u>
Estimated Available Fund Balance as of December 31, 2022	1,073,112
Anticipated Operating Surplus (Deficit) for 2023	<u>(88,690)</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$984,422</u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Debt Service - Principal	\$3,165,000	\$3,360,000	\$3,360,000	\$3,165,000
Debt Service - Interest	<u>402,500</u>	<u>244,250</u>	<u>244,250</u>	<u>727,920</u>
	<u>\$3,567,500</u>	<u>\$3,604,250</u>	<u>\$3,604,250</u>	<u>\$3,892,920</u>

<b>PERSONNEL SUMMARY</b>	
(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.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Millage Collections	\$373,876	\$380,600	\$382,600	\$391,175
Interest	<u>839</u>	<u>500</u>	<u>1,000</u>	<u>500</u>
	<u>\$374,715</u>	<u>\$381,100</u>	<u>\$383,600</u>	<u>\$391,675</u>

<b>STATEMENT OF ASSIGNED FUND BALANCE</b>	
Fund Balance (Deficit) as of December 31, 2021 (per audit)	\$482,902
Anticipated Operating Surplus (Deficit) for 2022	<u>108,485</u>
Estimated Available Fund Balance as of December 31, 2022	591,387
Anticipated Operating Surplus (Deficit) for 2023	<u>116,432</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$707,819</u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Debt Service - Principal	\$230,000	\$235,000	\$235,000	\$240,000
Debt Service - Interest	<u>44,590</u>	<u>40,115</u>	<u>40,115</u>	<u>35,243</u>
	<u>\$274,590</u>	<u>\$275,115</u>	<u>\$275,115</u>	<u>\$275,243</u>

<b>PERSONNEL SUMMARY</b>	
(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.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Interest	\$5,573	\$5,000	\$5,000	\$5,000
Interest - Special Assessments	35,454	35,000	45,000	45,000
Special Assessments	<u>231,858</u>	<u>210,000</u>	<u>676,000</u>	<u>680,000</u>
	<u>\$272,885</u>	<u>\$250,000</u>	<u>\$726,000</u>	<u>\$730,000</u>

<b>STATEMENT OF ASSIGNED FUND BALANCE</b>	
Fund Balance as of December 31, 2021 (per audit)	\$960,562
Anticipated Operating Surplus (Deficit) for 2022	<u>604,500</u>
Estimated Available Fund Balance as of December 31, 2022	1,565,062
Anticipated Operating Surplus (Deficit) for 2023	<u>590,000</u>
Estimated Available Fund Balance as of December 31, 2023	<u>\$2,155,062</u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Construction/Improvements	<u>\$344,914</u>	<u>\$100,000</u>	<u>\$121,500</u>	<u>\$140,000</u>
	<u>\$344,914</u>	<u>\$100,000</u>	<u>\$121,500</u>	<u>\$140,000</u>

Construction/Improvements: Lake Lansing Watershed and sidewalk repair

<b>PERSONNEL SUMMARY</b>	
(Not Applicable)	

# PUBLIC WORKS AND ENGINEERING FUNDS COMBINED STATEMENT

<b>REVENUE SUMMARY</b>				
<b>ACTIVITY</b>	2021 Actual	2022 Original Budget	2022 Projected Total	2023 Budget
<b>REVENUES</b>				
<b>CHARGES FOR SERVICES</b>				
Sewer Fund	\$6,649,678	\$7,408,350	\$7,528,700	\$8,309,000
Water Fund	<u>6,169,449</u>	<u>6,645,000</u>	<u>6,682,950</u>	<u>7,484,375</u>
Total Charges for Services	12,819,127	14,053,350	14,211,650	15,793,375
<b>OTHER REVENUES</b>				
Sewer Fund	7,488	6,000	12,000	30,500
Water Fund	<u>455,321</u>	<u>50,000</u>	<u>65,100</u>	<u>79,432</u>
Total Other Revenues	462,809	56,000	77,100	109,932
<b>OTHER FINANCING SOURCES</b>				
Sewer Fund	27,550	0	0	0
Water Fund	<u>66,363</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Other Financing Sources	<u>93,913</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL REVENUES</b>	<u><u>\$13,375,849</u></u>	<u><u>\$14,109,350</u></u>	<u><u>\$14,288,750</u></u>	<u><u>\$15,903,307</u></u>

<b>EXPENSE SUMMARY</b>				
<b>ACTIVITY</b>	2021 Actual	2022 Original Budget	2022 Projected Total	2023 Budget
Sewer Fund	\$5,679,989	\$7,630,885	\$8,021,537	\$8,611,192
Water Fund	<u>6,561,738</u>	<u>7,228,595</u>	<u>7,248,570</u>	<u>7,396,364</u>
<b>TOTAL EXPENSES</b>	<u><u>\$12,241,727</u></u>	<u><u>\$14,859,480</u></u>	<u><u>\$15,270,107</u></u>	<u><u>\$16,007,556</u></u>

## SEWER FUND Summary

<b>REVENUE SUMMARY</b>				
<u>ACTIVITY</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
<b>CHARGES FOR SERVICES</b>				
Sewer Charges	\$6,185,273	\$7,111,500	\$7,111,500	\$7,822,650
Lift Station Fees	6,894	6,850	6,850	6,850
Billing Charges	140,781	125,000	125,000	300,000
Penalties	42,429	20,000	20,000	22,000
Sewer Benefits	10,916	8,000	8,000	8,000
Sewer Licenses/Inspections	27,951	15,000	39,050	16,500
Connection Fees	209,731	100,000	192,000	110,000
Charges for Services	25,703	22,000	26,300	23,000
Total Charges for Services	<u>6,649,678</u>	<u>7,408,350</u>	<u>7,528,700</u>	<u>8,309,000</u>
<b>OTHER REVENUES</b>				
Interest	7,172	5,000	11,000	30,000
Miscellaneous	316	1,000	1,000	500
Total Other Revenues	<u>7,488</u>	<u>6,000</u>	<u>12,000</u>	<u>30,500</u>
<b>OTHER FINANCING SOURCES</b>				
Capital Contributions	27,550	0	0	0
Total Other Financing Sources	<u>27,550</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL REVENUES</b>	<u><u>\$6,684,716</u></u>	<u><u>\$7,414,350</u></u>	<u><u>\$7,540,700</u></u>	<u><u>\$8,339,500</u></u>

**Sewer Charges:** Sewer charges revenue is based on 2023 rates of \$7.08 per 1000 gallons of metered water, increased from \$6.44 per 1000 gallons in 2022. 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 2023 charge is \$12.00 per bill increased from \$5.00 per bill in 2022.

<b>EXPENSE SUMMARY</b>				
<u>ACTIVITY</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Administration	\$755,336	\$676,650	\$754,342	\$761,608
Engineering	284,700	305,735	337,741	382,198
Sewage Treatment	2,149,311	3,000,000	3,000,000	3,000,000
Sewer System Maintenance	1,949,548	1,048,500	1,006,999	967,386
Capital Outlay	7,412	700,000	700,000	1,250,000
Pension	-37,997	0	0	0
Fixed Obligations	571,679	1,900,000	2,222,455	2,250,000
<b>TOTAL EXPENSES</b>	<u><u>\$5,679,989</u></u>	<u><u>\$7,630,885</u></u>	<u><u>\$8,021,537</u></u>	<u><u>\$8,611,192</u></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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$135,996	\$127,650	\$130,342	\$136,608
Operating Costs	75,260	1,000	76,000	76,000
Outside Services	19,080	23,000	23,000	24,000
Administrative	<u>525,000</u>	<u>525,000</u>	<u>525,000</u>	<u>525,000</u>
	<u><u>\$755,336</u></u>	<u><u>\$676,650</u></u>	<u><u>\$754,342</u></u>	<u><u>\$761,608</u></u>

Personnel Costs: No change in staffing levels.

Outside Services: Professional conferences/dues and share of audit costs.

Administrative: Amount paid to General Fund for administrative expenses.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Asst. Twp. Mgr. & Dir of P.W.	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>
Administrative Assistant II	<u>0.5</u>	<u>0.5</u>	<u>1.0</u>
	<u>1.0</u>	<u>1.0</u>	<u>1.5</u>

## SEWER 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 development for conformance to current standards and practices. Costs for this activity are split equally between the Water and Sewer Funds.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$266,074	\$266,900	\$298,906	\$344,113
Operating Costs	1,035	3,500	3,500	2,750
Outside Services	2,256	20,000	20,000	20,000
Equipment Rental	15,335	15,335	15,335	15,335
	<u>\$284,700</u>	<u>\$305,735</u>	<u>\$337,741</u>	<u>\$382,198</u>

Personnel Costs: No change in staffing levels.

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.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Chief Engineer	0.5	0.5	0.5
Sr. Project Engineer	0.5	0.5	0.5
Project Engineer	0.0	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
	<u>2.8</u>	<u>3.3</u>	<u>3.3</u>
Intern	0.50	1.00	1.00

# 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Contractual Services	<u>\$2,149,311</u>	<u>\$3,000,000</u>	<u>\$3,000,000</u>	<u>\$3,000,000</u>
	<u>\$2,149,311</u>	<u>\$3,000,000</u>	<u>\$3,000,000</u>	<u>\$3,000,000</u>

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

<b>PERSONNEL SUMMARY</b>
(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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$335,845	\$410,505	\$434,704	\$428,216
Operating Costs	177,700	422,300	347,300	323,475
Outside Services	65,178	72,000	81,300	72,000
Equipment Rental	118,695	118,695	118,695	118,695
Depreciation	1,251,675	0	0	0
Capital Items	455	25,000	25,000	25,000
	<u>\$1,949,548</u>	<u>\$1,048,500</u>	<u>\$1,006,999</u>	<u>\$967,386</u>

Personnel Costs: No change in staffing levels.

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.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
DPW Superintendent	0.25	0.25	0.25
Lead Worker	1.0	1.0	1.0
Utility Worker	4.0	3.0	3.0
	<u>5.25</u>	<u>4.25</u>	<u>4.25</u>

# 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Capital Items	<u>\$7,412</u>	<u>\$700,000</u>	<u>\$700,000</u>	<u>\$1,250,000</u>
	<u>\$7,412</u>	<u>\$700,000</u>	<u>\$700,000</u>	<u>\$1,250,000</u>

Capital Items: County Park North lift station replacement (\$1,250,000).

<b>PERSONNEL SUMMARY</b>
(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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Wastewater Optimization	\$571,679	\$1,900,000	\$2,222,455	\$2,250,000
	<u>\$571,679</u>	<u>\$1,900,000</u>	<u>\$2,222,455</u>	<u>\$2,250,000</u>

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

<b>PERSONNEL SUMMARY</b>
(Not Applicable)

# WATER FUND Summary

<b>REVENUE SUMMARY</b>				
<u>ACTIVITY</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
<b>CHARGES FOR SERVICES</b>				
Water Sales	\$5,686,336	\$6,225,000	\$6,225,000	\$6,847,500
Billing Charges	140,677	125,000	125,000	300,000
Water Penalties	35,522	30,000	30,000	33,000
Customer Installation	80,705	75,000	75,000	82,500
Water Benefits	20,708	20,000	35,500	22,000
Connection Fees	151,038	120,000	131,500	132,000
Engineering & Inspection Fees	54,463	50,000	60,950	67,375
Total Charges for Services	<u>6,169,449</u>	<u>6,645,000</u>	<u>6,682,950</u>	<u>7,484,375</u>
<b>OTHER REVENUES</b>				
Rental Income	29,399	30,000	30,000	30,432
Interest	99,967	5,000	17,500	30,000
Miscellaneous	325,955	15,000	17,600	19,000
Total Other Revenues	<u>455,321</u>	<u>50,000</u>	<u>65,100</u>	<u>79,432</u>
<b>OTHER FINANCING SOURCES</b>				
Capital Contributions	66,363	0	0	0
Total Other Financing Sources	<u>66,363</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL REVENUES</b>	<u><u>\$6,691,133</u></u>	<u><u>\$6,695,000</u></u>	<u><u>\$6,748,050</u></u>	<u><u>\$7,563,807</u></u>

Water Sales: Water sales revenue is based on 2023 rates of \$5.57/1000 gal, compared to \$5.06 in 2022. 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 2023 charge is \$12.00 per bill increased from \$5.00 per bill in 2022.

<b>EXPENSE SUMMARY</b>				
<u>ACTIVITY</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Administration	\$1,444,615	\$721,250	\$723,942	\$736,458
Engineering	265,774	283,715	315,721	365,033
Water Supply	3,479,226	3,405,000	3,405,000	3,405,000
Water Distribution Maintenance	1,115,061	1,616,630	1,683,507	1,699,873
Pension	(20,938)	0	0	0
Capital Outlay	278,000	1,202,000	1,120,400	1,190,000
<b>TOTAL EXPENSES</b>	<u><u>\$6,561,738</u></u>	<u><u>\$7,228,595</u></u>	<u><u>\$7,248,570</u></u>	<u><u>\$7,396,364</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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$121,642	\$120,150	\$122,842	\$135,358
Operating Costs	29,089	60,100	60,100	60,100
Outside Services	18,394	16,000	16,000	16,000
Administrative	525,000	525,000	525,000	525,000
Depreciation	750,490	0	0	0
<b>TOTAL</b>	<b><u>\$1,444,615</u></b>	<b><u>\$721,250</u></b>	<b><u>\$723,942</u></b>	<b><u>\$736,458</u></b>

Personnel Costs: No change in staffing levels.

Outside Services: Contractual services and share of audit costs.

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.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Asst. Twp. Mgr. & Dir of P.W.	0.5	0.5	0.5
Administrative Assistant II	0.5	0.5	1.0
	1.0	1.0	1.5

## 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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$248,025	\$263,780	\$295,786	\$344,948
Operating Costs	2,414	4,600	4,600	4,750
Equipment Rental	15,335	15,335	15,335	15,335
	<u>\$265,774</u>	<u>\$283,715</u>	<u>\$315,721</u>	<u>\$365,033</u>

Personnel Costs: No change in staffing levels.

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.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Chief Engineer	0.5	0.5	0.5
Sr. Project Engineer	0.5	0.5	0.5
Project Engineer	0.0	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
	<u>2.8</u>	<u>3.3</u>	<u>3.3</u>
Intern	0.50	1.00	1.00

# 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 Assistant Township Manager/Director of Public Works is a member of the Authority Board.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Outside Services	\$3,479,226	\$3,405,000	\$3,405,000	\$3,405,000
	<u>\$3,479,226</u>	<u>\$3,405,000</u>	<u>\$3,405,000</u>	<u>\$3,405,000</u>

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

<b>PERSONNEL SUMMARY</b>
(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 Assistant Township Manager/Director of Public Works.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$719,587	\$806,510	\$849,212	\$856,203
Operating Costs	104,662	172,500	172,650	149,325
Outside Services	126,617	125,000	127,300	135,000
Equipment Rental	162,620	162,620	162,620	162,620
Customer Install-Water Meters	0	325,000	325,000	350,000
Capital Items	1,575	25,000	46,725	46,725
	<u>\$1,115,061</u>	<u>\$1,616,630</u>	<u>\$1,683,507</u>	<u>\$1,699,873</u>

Personnel Costs: No change in staffing levels.

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

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
DPW Superintendent	0.0	0.25	0.25
Lead Worker	1.0	1.0	1.0
Utility Worker	7.0	7.0	7.0
	8.0	8.25	8.25
Seasonal Staff	1.0	2.0	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.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Capital Items	<u>\$278,000</u>	<u>\$1,202,000</u>	<u>\$1,120,400</u>	<u>\$1,190,000</u>
	<u><u>\$278,000</u></u>	<u><u>\$1,202,000</u></u>	<u><u>\$1,120,400</u></u>	<u><u>\$1,190,000</u></u>

Capital Items: Grand River water main valve replacement (\$160,000), Haslett/Marsh water main replacement (\$150,000), Blue Haven - Linden to Raphael water main replacement (\$300,000), Hulett Flow control and Dobie Road Booster modifications (\$580,000).

<b>PERSONNEL SUMMARY</b>
(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 Public Works Superintendent under the direction of the Assistant Township Manager/Director of Public Works.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Grants	\$0	\$0	\$225,000	\$0
Interest	2,896	3,000	3,000	3,000
Rentals	1,382,620	1,401,330	1,401,330	1,401,330
Gain (Loss) on Vehicle Sales	153,641	10,000	0	0
	<u>\$1,539,157</u>	<u>\$1,414,330</u>	<u>\$1,629,330</u>	<u>\$1,404,330</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.

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

<b>STATEMENT OF NET POSITION</b>		
	<u>Invested in Capital Assets</u>	<u>Unrestricted</u>
Net Position as of December 31, 2021 (per audit)	\$2,145,280	\$1,809,774
Anticipated Operating Surplus (Deficit) for 2022	_____	<u>(697,137)</u>
Estimated Available Net Position as of December 31, 2022	2,145,280	1,112,637
Anticipated Operating Surplus (Deficit) for 2023	_____	<u>(321,377)</u>
Estimated Available Net Position as of December 31, 2023	<u>\$2,145,280</u>	<u>\$791,260</u>

# MOTOR POOL

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Original Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Personnel Costs	\$202,957	\$214,050	\$228,667	\$244,582
Operating Costs	368,463	403,600	414,800	478,625
Outside Services	97,727	105,000	121,000	141,000
Depreciation	489,715	0	0	0
Capital Items	5,357	667,000	1,562,000	861,500
<b>TOTAL</b>	<b><u>\$1,164,219</u></b>	<b><u>\$1,389,650</u></b>	<b><u>\$2,326,467</u></b>	<b><u>\$1,725,707</u></b>

Personnel Costs: No change in staffing levels.

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 (\$150,000), Parks 22' Lanscaping Trailer (\$15,000), Parks 2 zero turn mowers (\$45,000), Pathway Toolcat (\$74,000), Water F-350 (\$55,000), Sewer F-350 (\$55,000), Parks F-350 (\$55,000), Parks/Pathway Chevy Colorado 4x4 (\$28,000), Tool Cat attachments (\$10,000), and Fire Engine (\$364,500).

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
DPW 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>

## BROWNFIELD REDEVELOPMENT AUTHORITY

Narrative: The Meridian Township Brownfield Redevelopment Authority (BRA) has a separate legal identity but operates in conformity with many of the Township's policies and procedures. The BRA is reported in the Township's financial statements as a discreetly presented component unit. The BRA was created to finance environmental cleanup within the boundaries of the Township. The BRA's governing body includes the Township Manager, a member of each of the Planning Commission, Economic Development Corporation, and Environmental Commission, and 3 other members approved by the Township Board.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Adopted Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Property Taxes	\$475,669	\$0	\$328,500	\$330,000
State Grants	<u>274,602</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u><u>\$750,271</u></u>	<u><u>\$0</u></u>	<u><u>\$328,500</u></u>	<u><u>\$330,000</u></u>

Property Tax: The BRA'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 base year.

<b>STATEMENT OF FUND BALANCE</b>	
Fund Balance Deficit as of December 31, 2021 (per audit)	\$46,966
Anticipated Operating Surplus (Deficit) for 2022	<u>26,700</u>
Estimated Available Fund Balance as of December 31, 2022	73,666
Anticipated Operating Surplus (Deficit) for 2023	<u>330,000</u>
Estimated Available Fund Balance as of December 31, 2023	<u><u>\$403,666</u></u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Adopted Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Outside Services	\$703,229	\$0	\$301,800	\$0
Miscellaneous	<u>76</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u><u>\$703,305</u></u>	<u><u>\$0</u></u>	<u><u>\$301,800</u></u>	<u><u>\$0</u></u>

Outside Services: Expenses are incurred when the developer submits documentation to the Township for reimbursement.

## ECONOMIC DEVELOPMENT CORPORATION

Narrative: The Meridian Township Economic Development Corporation (EDC) has a separate legal identity but operates in conformity with many of the Township's policies and procedures. The EDC is reported in the Township's financial statements as a discreetly presented component unit. The EDC was created to provide means and methods for the encouragement and assistance of industrial and commercial enterprises in relocating, purchasing, constructing, improving, or expanding within the Township, so as to provide needed services and facilities of such enterprises to the residents fo the Township. A Board of Directors, appointed by the Township Board, governs the EDC.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Adopted Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Sponsorships & Donations	\$1,000	\$0	\$1,700	\$0
Interest	27	0	20	20
Miscellaneous	<u>10,000</u>	<u>0</u>	<u>10,000</u>	<u>10,000</u>
	<u><u>\$11,027</u></u>	<u><u>\$0</u></u>	<u><u>\$11,720</u></u>	<u><u>\$10,020</u></u>

<b>STATEMENT OF FUND BALANCE</b>	
Fund Balance Deficit as of December 31, 2021 (per audit)	\$48,479
Anticipated Operating Surplus (Deficit) for 2022	<u>7,220</u>
Estimated Available Fund Balance as of December 31, 2022	55,699
Anticipated Operating Surplus (Deficit) for 2023	<u>10,020</u>
Estimated Available Fund Balance as of December 31, 2023	<u><u>\$65,719</u></u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Adopted Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Operating Costs	\$3,020	\$0	\$4,500	\$0
Outside Services	<u>5,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u><u>\$8,020</u></u>	<u><u>\$0</u></u>	<u><u>\$4,500</u></u>	<u><u>\$0</u></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.

<b>REVENUE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Adopted Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Property Taxes	\$26,292	\$6,500	\$28,200	\$28,000
Investment Income	<u>124,500</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u><u>\$150,792</u></u>	<u><u>\$6,500</u></u>	<u><u>\$28,200</u></u>	<u><u>\$28,000</u></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.

<b>STATEMENT OF FUND BALANCE</b>	
Fund Balance as of December 31, 2021 (per audit)	\$66,865
Anticipated Operating Surplus (Deficit) for 2022	<u>25,200</u>
Estimated Available Fund Balance as of December 31, 2022	92,065
Anticipated Operating Surplus (Deficit) for 2023	<u>25,000</u>
Estimated Available Fund Balance as of December 31, 2023	<u><u>\$117,065</u></u>

<b>EXPENDITURE SUMMARY</b>				
<u>Account Classification</u>	<u>2021 Actual</u>	<u>2022 Adopted Budget</u>	<u>2022 Projected Total</u>	<u>2023 Budget</u>
Operating Costs	\$1,453	\$3,000	\$3,000	\$3,000
Debt Service	<u>-934</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u><u>\$519</u></u>	<u><u>\$3,000</u></u>	<u><u>\$3,000</u></u>	<u><u>\$3,000</u></u>

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

Debt Service: Principal and interest payments on the loan from the General Fund for the LED Streetlight improvement project. The Township Board approved to forgive this loan in 2021.

## Glossary of Terms

<b>Accrual</b>	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.
<b>Appropriation</b>	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.
<b>Approved Budget</b>	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.
<b>Budget</b>	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.
<b>Carry-over Funds</b>	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".
<b>Debt Service Fund</b>	A fund established to account for the accumulation of resources for, and the payment of general long-term debt, principal and interest.
<b>Department</b>	Is a separate functional and accounting entity within a certain fund type.
<b>Encumbrance</b>	Commitments related to unperformed (executory) contracts for goods or services.
<b>Expenditures</b>	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.
<b>Fiscal Year</b>	The 12-month period to which the annual operating budget applies (January 1 to December 31).
<b>Fund</b>	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.
<b>Mills</b>	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.
<b>Revenue</b>	Revenue is an increase in financial resources.
<b>SEV</b>	State Equalized Value equal to 50 percent of the assessed value.
<b>Taxable Value</b>	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.
<b>TIRF</b>	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.

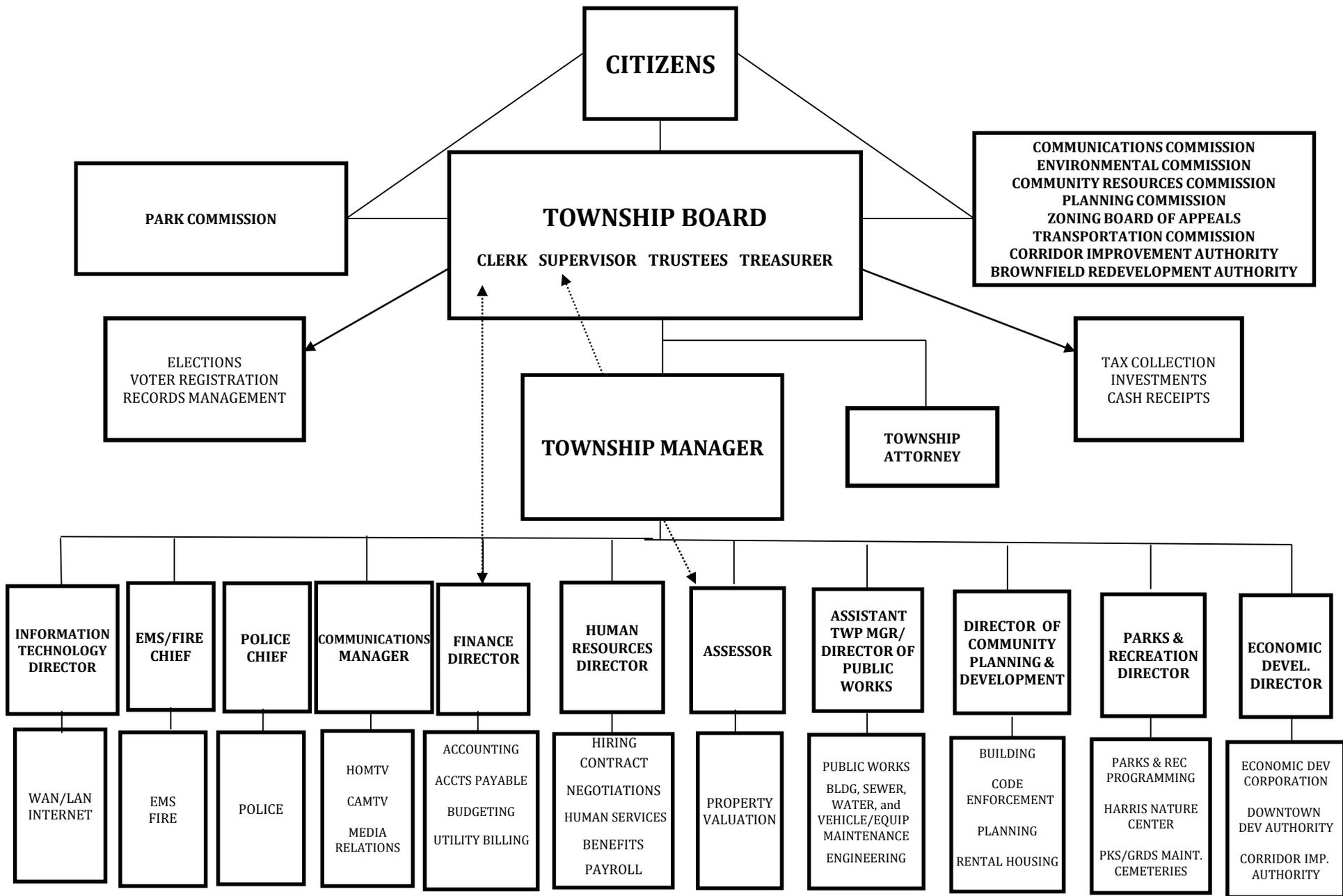
# CHARTER TOWNSHIP OF MERIDIAN

## 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**

	2022	2023	
	<u>BUDGET</u>	<u>BUDGET</u>	<u>Chg</u>
<b>GENERAL FUND</b>			
<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	1	1	
Bookkeeper	2.5	2.5	
TOTAL	<u>4.5</u>	<u>4.5</u>	
<u>ASSESSING</u>			
Assessor	0	1	1.00
Appraiser II	2	2	
Assessing Clerk	1	1	
TOTAL	<u>3</u>	<u>4</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	5	1.00
<u>ADMINISTRATION/HUMAN RESOURCES</u>			
Township Manager	1	1	
Executive Assistant	0.5	1	0.50
Human Resources Director	1	1	
Human Resources Administrator	1	1	
Dir. of Projects & Ops	0	1	1.00
Security/Information Officer	1	1	
TOTAL	<u>4.5</u>	<u>5</u>	
<u>INFORMATION TECHNOLOGY</u>			
Director of Information Technology	1	1	
IT Technician	1	2	
GIS Specialist	0.4	0.4	
TOTAL	<u>3.4</u>	<u>3.4</u>	
<u>TREASURER'S OFFICE</u>			
Treasurer	1	1	
Assistant to the Treasurer	1	1	
Bookkeeper	0.75	1	0.25
TOTAL	<u>2.75</u>	<u>3</u>	
<u>BUILDING MAINTENANCE</u>			
Lead Worker	1	1	

	2022	2023	Chg
	<u>BUDGET</u>	<u>BUDGET</u>	
TOTAL	1.00	1.00	
<u>GROUNDS MAINTENANCE</u>			
Utility Worker	1.0	1.0	
TOTAL	<u>1.00</u>	<u>1.00</u>	
Seasonal workers	2.0	2.0	
<u>CEMETERY</u>			
DPW Superintendent	0.25	0.25	
Seasonal workers	2	2	
<u>RECYCLING CENTER</u>			
Environmental Programs Coordinator	0.8	0.8	
<u>POLICE DEPARTMENT</u>			
Chief of Police	1	1	
Captain	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	2.5	
TOTAL	<u>45.5</u>	<u>45.5</u>	
Cadets (part-time)	9	9	
Crossing Guards (part time)	6	6	
<u>EMS/FIRE DEPARTMENT</u>			
EMS/Fire Chief	1	1	
Fire Marshall	1	1	
Training/EMS Chief	1	1	
Battalion Chief	2	2	
Captain	3	3	
Lieutenant	7	7	
Paramedic/Firefighter	20	22	2.00
Administrative Assistant II	1	1	
TOTAL	<u>36</u>	<u>38</u>	
Part-Time Firefighters	5	5	
<u>COMMUNITY PLANNING &amp; DEVELOPMENT</u>			
Community Planning & Development Director	1	1	
Dir. of Neighborhoods & Economic Development	1	1	
Chief Building Inspector	1	1	
Senior Building Inspector	1	2	
Rental Housing Inspector (2 @ .625)	1.25	1.25	
Sr. Code Enforcement Officer	1	1	
Senior Planner	1	1	
Assistant Planner	1	1	
Administrative Assistant II	1	1	
Administrative Assistant I	<u>1</u>	<u>1</u>	

	2022	2023	Chg
	<u>BUDGET</u>	<u>BUDGET</u>	
TOTAL	10.25	11.25	
Intern/Seasonal (part time)	2	2	
<u>CABLE TV</u>			
Communications Manager	1	1	
Marketing & Public Relations Specialist	1	1	
Multimedia Specialist	1	1	
TOTAL	<u>3</u>	<u>3</u>	
Freelance Journalists	0.25	0.25	
Unpaid Interns	5	5	
<u>HUMAN SERVICES</u>			
Human Services Specialist	0.8	0.8	
<u>PARKS &amp; RECREATION ADMINISTRATION</u>			
Director of Parks & Recreation	0.50	0.50	
Administrative Assistant II	0.50	0.50	
TOTAL	<u>1</u>	<u>1</u>	
Intern/Seasonal	2	2	
<u>RECREATION</u>			
Parks/Recreation Specialist	1	1	
Seasonal Workers	2	2	
<u>PARKS MAINTENANCE</u>			
Superintendent - Parks & Land	0.20	0.20	
Lead Worker	0.50	0.50	
Utility Worker	2	2	
TOTAL	<u>2.70</u>	<u>2.70</u>	
Seasonal Workers	1	1	
<b>TOTAL - GENERAL FUND - Regular</b>			
	132.95	135.58	
<b>TOTAL - GENERAL FUND - Temporary</b>			
	41.50	43.25	
<u>SPECIAL REVENUE FUNDS</u>			
<u>PEDESTRIAN/BICYCLE PATHWAY MILLAGE</u>			
Parks & Land Superintendent	0.15	0.15	
Lead Worker	0.50	0.50	
TOTAL	<u>0.65</u>	<u>0.65</u>	
<u>PARK MILLAGE</u>			
Director of Parks & Recreation	0.50	0.50	
Administrative Assistant II	0.50	0.50	
Parks & Land Superintendent	0.60	0.60	
Park Naturalist	1	1	
Sr. Park & Land Mgt Coordinator	0.50	0.50	
Land Stewardship Coordinator	0.20	0.20	
Utility Worker	3	3	
TOTAL	<u>6.30</u>	<u>6.30</u>	
HNC/Part Time/Irregular Staff	6	6	
<u>LAND PRESERVATION MILLAGE FUND</u>			

	2022	2023	Chg
	BUDGET	BUDGET	
Parks & Land Superintendent	0.05	0.05	
Sr. Park and Land Mgt Coordinator	0.50	0.50	
Land Stewardship Coordinator	0.80	0.80	
TOTAL	1.35	1.35	

<b>TOTAL SPECIAL REVENUE FUND - Regular</b>	8.30	8.30	
<b>TOTAL SPECIAL REVENUE FUND - Temporary</b>	6.0	6.0	

PUBLIC WORKS - ADMINISTRATION

Assistant Twp. Manager/Director of Public Works	1	1	
Administrative Assistant II	1	2	
TOTAL	2	3	

ENGINEERING

Chief Engineer	1	1	
Sr. Project Engineer	1	1	
Project Engineer	0	1	1.00
DPW Records Manager	1	1	
GIS Specialist	0.6	0.6	
Engineering Technician	2	2	
TOTAL	5.6	6.6	
Interns	1	2	1.00

WATER DISTRIBUTION MAINTENANCE

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

SEWER SYSTEM MAINTENANCE

DPW Superintendent	0.25	0.25	
Lead Worker	1	1	
Utility Worker	3	3	
TOTAL	4.25	4.25	

<b>TOTAL PUBLIC WORKS FUND - Regular</b>	20.10	21.10	
<b>TOTAL PUBLIC WORKS FUND - Temporary</b>	1	2	

MOTOR POOL

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

<b>TOTAL INTERNAL SERVICES FUND - Regular</b>	2.25	2.25	
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<b>GRAND TOTAL - ALL FUNDS - Regular</b>	163.60	165.98	
<b>GRAND TOTAL - ALL FUNDS - Temporary</b>	48.50	48.50	

# CAPITAL OUTLAY/IMPROVEMENT SUMMARY

## 2023

### BUDGET

DEPARTMENT	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	BUDGET AMOUNT
<b>GENERAL FUND:</b>				
Accounting	980.000	Office Equipment & Furniture	Replacement equipment	\$ 500
Assessing	980.000	Office Equipment & Furniture	Office desk for Assessing Director	3,000
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	1,500
Cemetery	980.000	Office Equipment & Furniture	Replacement equipment	1,000
			Patrol rifle replacement (\$1,000), Taser (3) replacement (\$6,400), Backup weapon replacement (\$7,500), and Roll Call room upgrade (\$18,000)	32,900
Police	979.000	Machinery & Equipment		32,900
Fire	979.000	Machinery & Equipment	Alert siren (\$30,000) and Replacement equipment (\$10,000)	40,000
			Trimmers, blowers, 50% field roller, and general equipment maintenance	7,000
Park Maintenance	979.000	Machinery & Equipment		7,000
Communications	980.000	Office Equipment & Furniture	Replacement equipment	\$ 500
			Camera system replacement (\$8,000), MAC Editing computer replacement (\$6,000), broadcast audio mixer replacement (\$5,000), CAMTV ultranexus - HD flex replacement (\$9,000), and studio lav microphones replacement (\$1,000).	29,000
	980.010	Video Production Equipment		\$ 29,500
Capital Outlay	974.000	Construction/Improvements	Building LED Lights conversions (\$50,000), Service Center Generator replacement (\$200,000), and recycling center (\$251,200).	\$ 501,200
	980.015	New Computer Workstations	New Computer Workstations	9,000
	980.070	Mobile Data Units	Mobile data workstations (\$7,500) and dock & mount upgrades (\$1,000)	8,500
				\$ 518,700
<b>TOTAL-GENERAL FUND</b>				<b>\$639,600</b>
<b>SPECIAL REVENUE FUNDS:</b>				
Local Roads Fund	974.000	Construction/Improvements	Local Street Maintenance	<b>\$4,500,000</b>
Park Millage				
Harris Nature Center	974.000	Construction/Improvements	Exterior maintenance	\$ 15,000
Park Maintenance	979.000	Machinery & Equipment	50% field roller, trimmers, blowers, and tools	7,000
			Central Park pavilion renovation (\$100,000) and new park signs (\$100,000)	200,000
Park Development	974.000	Construction/Improvements		<b>\$222,000</b>
Park Restricted/Designated	975.000	Park Development	Replacement equipment	<b>\$15,000</b>
Pathway Millage	974.000	Construction/Improvements	Pathway construction, retaining wall replacement, and Z gates and signage for railroad quiet zone	<b>\$4,087,000</b>
Senior Center Millage	980.000	Office Equipment & Furniture	Equipment replacement	<b>\$15,000</b>
Cable TV	974.000	Construction/Improvements	Studio curtains and sound proofing	<b>\$20,000</b>
American Rescue Plan Act	980.040	Network Upgrades	Learning management system (\$18,000), workstation replacements (\$75,000), vulnerability management (\$84,000), backup server (\$28,000), online backup add-on (\$25,800), 2-factor authentication (\$5,000)	<b>\$235,800</b>
<b>TOTAL-SPECIAL REVENUE FUNDS</b>				<b>\$9,094,800</b>

# CAPITAL OUTLAY/IMPROVEMENT SUMMARY

## 2023

### BUDGET

DEPARTMENT	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	BUDGET AMOUNT
<b>CONSTRUCTION FUND:</b>				
TIRF	972.020	Lake Lansing Watershed	Lake Lansing management	\$ 90,000
	974.000	Construction/Improvements	Sidewalk maintenance	50,000
<b>TOTAL-CONSTRUCTION FUND</b>				<b>\$140,000</b>
<b>PUBLIC WORKS FUNDS:</b>				
Sewer Maintenance	979.000	Machinery & Equipment	Replacement equipment	<b>\$25,000</b>
Water Maintenance	979.000	Machinery & Equipment	Replacement equipment	<b>\$46,725</b>
Capital Outlay	974.000	Construction-Sewer	Country Park North lift station replacement	\$ 1,250,000
			Water main replacement at Grand River/Marsh (\$160,000), water main replacement at Haslett/Marsh (\$150,000), Blue Haven-Linden to Raphael water main replacement (\$300,000), Hulett flow control and Dobie Rd booster (\$500,000), and new valves/value replacement (\$80,000).	1,190,000
	974.000	Construction-Water		<b>\$2,440,000</b>
<b>TOTAL-PUBLIC WORKS FUNDS</b>				<b>\$2,511,725</b>
<b>Motor Pool</b>				
	979.000	Machinery and Equipment	Equipment replacement	\$ 10,000
			3 Police Interceptors (\$150,000), Parks landscaping trailer (\$15,000), Parks zero-turn mowers (\$45,000), Pathways tool cat and attachments (\$84,000), Water F-350 (\$55,000), Sewer F-350 (\$55,000), Parks F-350 (\$55,000), Parks/Pathways Chevy Colorado (\$28,000), and Fire engine (\$364,500).	851,500
	981.000	Vehicles		851,500
<b>Total Motor Pool</b>				<b>\$861,500</b>
<b>TOTAL - ALL FUNDS</b>				<b>\$13,247,625</b>

Department	ID	Year	Manufacturer	Model	Description	Purchase Cost
Administration	130	2018	Ford	Explorer	2018 Explorer	\$27,885.00
Administration	111	2009	Ford	Fusion Gray	2009 Ford Fusion	\$14,311.00
Administration	658	2019	Ford	2019 Escape	2019 Assessing auto	\$21,899.00
Administration	677	2020	Ford	2020 Escape SE AWD	2020 White Escape SE AWD	\$24,040.00
Administration	676	2020	Ford	2020 Escape SE AWD	2020 Escape SE AWD	\$24,040.00
Bldg & Grounds Maintenance	71	2013	Ford	F250	2013 Extended Cab 4x4	\$24,661.00
Bldg & Grounds Maintenance	665		Trailer	two axle trailer	Unit 81	\$0.00
Bldg & Grounds Maintenance	649	2003	Johnston	3000 Series	2003 Street Sweeper	\$19,000.00
Bldg & Grounds Maintenance	664	2019	Toro	4100	2019 Front Batwing Mower	\$62,500.00
Bldg & Grounds Maintenance	612	2017	Ford	Transit	2017 Facility maintenance van	\$25,782.00
Bldg & Grounds Maintenance	81		Levins	trailer	Deck Over Tandem Axle Trailer (Red	\$7,500.00
Bldg& Grounds Maintenance	73	2013	Western	Tornado	2013 Bigger Salter	\$6,300.00
Cemetery	96	2012	Exmark	Lazer	2012 Zero Turn Mower	\$7,478.00
Cemetery	98	2002	Exmark	Lazer	2002 Zero Turn Mower	\$11,255.00
Cemetery	95	2002	Cushman	Truckster	2002 Utility Vehicle	\$12,700.00
Cemetery	99	2002	Exmark	Lazer	2002 Zero Turn Mower	\$11,255.00
Cemetery	94	1995	JCB	210-S	1995 Backhoe Cemetery	\$45,000.00
Cemetery	97	2012	Exmark	Lazer	2012 Zero Turn Mower	\$7,478.00
Planning & Development	118	2014	Ford	Explorer	2014 Explorer (Building Inspector)	\$26,935.00
Planning & Development	117	2014	Ford	Explorer	2014 Explorer (Building Inspector)	\$26,935.00
Planning & Development	660	2019	Ford	Escape	2019 Ford Escape, White	\$21,899.00
Planning & Development	116	2012	Ford	Explorer	2012 Explorer	\$32,000.00
Planning & Development	124	2016	Ford	Explorer	2016 Explorer (Joe Wade)	\$26,661.00
Planning & Development	129	2018	Ford	Explorer	2018 Explorer (Frank Christmas)	\$27,885.00
Planning & Development	125	2016	Ford	Explorer	2016 Explorer	\$26,661.00
Engineering	45	2013	Ford	Explorer	2013 Field Inspection AWD SUV	\$26,893.00
Engineering	653	2018	Ford	Explorer	2018 Explorer	\$36,000.00
Engineering	128	2017	Ford	Explorer	White Explorer	\$36,000.00
Engineering	127	2017	Ford	Explorer	2017 Explorer	\$36,000.00

Department	ID	Year	Manufacturer	Model	Description	Purchase Cost
Engineering	126	2017	Ford	Explorer	2017 Explorer	\$36,000.00
Engineering	50	2013	Ford	Explorer	2013 Field Inspection AWD SUV	\$26,893.00
Fire Department	150	2016	Spartan	Metro Star	2016 Engine 91	\$425,000.00
Fire Department	691	2020	Polaris	2000G Pro XD	Fire Department Side by Side	\$16,065.96
Fire Department	138	1999	Pierce	Contender	1999 Engine 93	\$165,000.00
Fire Department	673		Hurst		Jaws of Life	?
Fire Department	140	2008	Spartan	Metro Star	2008 Engine 92	\$373,700.00
Fire Department	669				rescue boat and trailer	\$0.00
Fire Department	149	2003	Mobile Concepts	Fire Safety	Fire Safety Trailer	\$0.00
Fire Department	145	2003	Ford	F250	2003 Squad 91 Truck 4x4 4 door red	\$23,296.00
Fire Department	139		Viper	Single	Rescue Boat Trailer	\$0.00
Fire Department	122	2015	Ford	Explorer	2015 Explorer (Fire Chief Vehicle)	\$36,000.00
Fire Department	135	2017	Chevrolet	C4500	2017 Ambulance Medic 91	\$177,390.00
Fire Department	137	1999	Pierce	Dash	1999 Ladder Truck 93	\$500,000.00
Fire Department	144	2009	Chevrolet	C4500, Kodiak	2009 M931/Rescue Vehicle	\$146,000.00
Fire Department	133	2013	Chevrolet	C4500	2013 911 Ambulance	\$164,155.00
Fire Department	132	2013	Ford	Expedition	2013 Command BC Car	\$31,750.00
Fire Department	134	2015	Chevrolet	C4500	2015 Ambulance Medic 93	\$179,555.00
Fire Department	141	2010	Ford	Escape	2010 Training/EMS Admin Vehicle 4x4 red	\$17,606.00
Fire Department	663	2018	Chevrolet	Brawn	2018 MEDIC 92 Brawn Ambulance	\$179,540.00
Parks Maintenance	87	2007	Dodge	Ram	2007 1 Ton Dually 4x4	\$30,413.30
Parks Maintenance	60	2006	Chevrolet	Express Van	2006 Recreation Van	\$10,000.00
Parks Maintenance	689	2021	Toro	4100-D	2021 Toro Groundsmaster 4100-D Batwing Mower	\$65,773.40
Parks Maintenance	82	1993	Leva	2 Axle	1993 Tandem Axle Red Trailer with side rails	\$7,500.00
Parks Maintenance	63	1999	Ford	F350	1999 Flat Bed Dump Truck	\$27,448.00
Parks Maintenance	79	2009	Toro	4100D	2009 4100D Front Batwing mower (older)	\$44,850.00
Parks Maintenance	62	2017	Cargo Express	Trailer Prow 7X16 TE2	Enclosed Volunteer Trailer	\$5,000.00

Department	ID	Year	Manufacturer	Model	Description	Purchase Cost
Parks Maintenance	698	2022	Ford	F150	2022 F150 4 Door	\$32,044.00
Parks Maintenance	90	2008	John Deer	997	2008 60" zero turn	\$14,219.00
Parks Maintenance	52	2008	GMC	Canyon	2008 Pickup Truck 4x4	\$19,857.00
Parks Maintenance	84	2002	Load	1 Axle	2002 Single Axle small trailer (black)	\$6,000.00
Parks Maintenance	92	2013	John Deer	XUV 825I	2013 4x4 Gator UTV	\$12,644.68
Parks Maintenance	635	2017	Chubbs Steel Trailers	Dump Trailer	Tri Axle Dump Trailer	\$9,500.00
Parks Maintenance	91	2013	John Deer	XUV 825I	2013 4x4 Gator UTV	\$12,644.68
Parks Maintenance	76	2018	Ford	F250	2018 Land Preservation Standard Cab 4x4	\$26,000.00
Parks Maintenance	659	2018	Dodge	RAM	2018 Ram 3500 Dump Truck	\$41,117.00
Parks Maintenance	48	2008	GMC	Canyon, White	2008 White Canyon	\$16,197.00
Parks Maintenance	15	1992	Wells Cargo	EW	Special Events Trailer	\$3,000.00
Parks Maintenance	93	1994	John Deer	970	1994 970 Tractor 4x4	\$20,000.00
Parks Maintenance	77	2007	Felling	2 axle	2007 Tandem Axle (Short sides)	\$8,000.00
Parks Maintenance	3			Trailer	Homemade 1 Axle	\$1,000.00
Parks Maintenance	74	2006	Bobcat	Brushcat	2006 Rotary Brush Cutter	\$4,823.00
Parks Maintenance	89	1989	Eager	Beaver 4-26165	1989 Chipper	\$10,000.00
Parks Maintenance	72	2016	John Deer	1600 Turbo Series 2	2016 John Deere Batwing Mower	\$48,000.00
Parks Maintenance	67	2005	Ferris	IS5000	2005 60" Zero Turn Mower	\$13,624.00
Parks Maintenance	66	2012	Ford	F250	2012 4 Door 4x4	\$25,592.00
Parks Maintenance	55	2016	Bobcat	5600	2016 Tool Cat	\$59,139.00
Parks Maintenance	85	2004	Felling	2 axle	2004 Tandem Axle (Taller Sides)	\$8,000.00
Parks Maintenance	70	2013	Toro	4100D 30449N	2013 Front Batwing Mower	\$52,000.00
Parks Maintenance	152	2008	Ford	E-150	2008 Van	\$13,720.00
Parks Maintenance	61	2005	Dodge	Ram	2005 1 Ton Dually 4x4	\$28,628.78
Parks Maintenance	610	2018	Mean Green	CXR Chaos 60	CXR Chaos 60 (Electric Mower)	\$18,000.00
Parks Maintenance	609	2018	Mean Green	CXR Chaos 60	CXR Chaos 60 (Electric Mower)	\$18,000.00
Parks Maintenance	64	2008	Ford	F250	2008 Standard Cab 4x4	\$25,261.00
Parks Maintenance	75	2006	Bobcat	68 Angle Broom	2006 Angel Power Broom	\$4,597.00
Parks Maintenance	80	2009	John Deer	997	2009 Zero Turn Mower	\$16,800.00
Parks Maintenance	105	2010	Ford	Escape, Red	Escape Red	\$17,606.00
Parks Maintenance	68	2008	Western	Tornado	2008 Small Salter for Dodge	\$4,275.00

Department	ID	Year	Manufacturer	Model	Description	Purchase Cost
Parks Maintenance	631		Western	V plows for trucks	Snow Plows V for trucks	\$7,000.00
Pathway Maintenance	56	2006	Bobcat	5600	2006 Tool Cat (older)	\$40,300.00
Pathway Maintenance	687	2020	Eterra	ET-SB-84-100	Sickle Bar Mower for Tool Cat	\$8,940.00
Pathway Maintenance	699	2022	Bobcat	UW56	BOBCAT toolcat NW56	\$61,109.00
Pathway Maintenance	692	2021	Bobcat	S2066	SB200 Snowblower - 66" Width	\$4,822.00
Pathway Maintenance	58	1997	Trackless	MT5	1997 Multi-purpose Utility Plow Vehicle	\$36,905.00
Pathway Maintenance	54	2012		MD Companies MB60	Snow blower for MB Utility #53	\$9,500.00
Pathway Maintenance	688	2017	Bobcat	SB 200	66" Snow Blower for Tool Cat	\$4,200.00
Pathway Maintenance	686	2021	Bobcat	5600 Toolcat	2021 Bobcat Toolcat	\$59,401.00
Pathway Maintenance	57	2002	Toro	345	2002 Groundsmaster Mower with Blower	\$20,000.00
Pathway Maintenance	650	2008	Bobcat	Tool Cat	Snow Plow	\$2,500.00
Pathway Maintenance	53	2012	MB	MSV (S/N 9-2054)	2012 MB pathway machine	\$103,600.00
Police Department	695	2022	Ford	Explorer	2022 Patrol Interceptor Supervisor Unit 132	\$32,754.00
Police Department	666	2019	Ford	Ranger Pick Up	2019 DB Gray Ford Ranger Pickup	\$28,882.00
Police Department	696	2022	Ford	Explorer	2022 Supervisor Interceptor Unit 13	\$32,754.00
Police Department	671	2020	Ford	Utility Police Interceptor WHITE	2020 White Supervisor Interceptor Patrol 122	\$33,154.00
Police Department	685	2021	Ford	Utility Police Interceptor	2021 White Interceptor	\$32,709.00
Police Department	683	2021	Ford	Utility Police Interceptor	2021 White Interceptor	\$32,709.00
Police Department	667	2020	Ford	Utility Police Interceptor white	2020 White Interceptor Patrol 120	\$33,154.00
Police Department	680	2020	Ford	Utility Police Interceptor	2020 White Interceptor	\$37,578.00
Police Department	684	2021	Ford	Utility Police interceptor	2021 White Interceptor	\$32,709.00
Police Department	119	2015	Ford	Explorer	2015 Parking Enforcement	\$36,000.00
Police Department	697	2022	Ford	Escape	2022 Gray Escape DB	\$25,630.00
Police Department	106	2009	Harley Davidson	FLHTPI	2009 Motorcycle Patrol M9	\$13,300.00
Police Department	107	2009	Harley Davidson	FLHTPI	2009 Motorcycle Patrol M10	\$13,300.00
Police Department	131	2016	RU2	Fast-870 RE9013	2016 Speed Radar Trailer	\$5,000.00

Department	ID	Year	Manufacturer	Model	Description	Purchase Cost
Police Department	108	2000	Trailer		Enclosed trailer Police	\$2,000.00
Police Department	49	2010	Ford	Escape	DB Gold Escape	\$17,367.00
Police Department	679	2020	Ford	Utility Police Interceptor	2020 White Interceptor	\$32,709.00
Police Department	678	2020	Ford	Utility Police Interceptor	2020 White Interceptor	\$32,709.00
Police Department	668	2020	Ford	Utility Police Interceptor	2020 Black Interceptor	\$33,420.00
Police Department	670	2020	Ford	Utility Police Interceptor	2020 White Interceptor Patrol 121	\$33,154.00
Police Department	661	2019	Ford	Escape	2019 DB Car Black Ford Escape	\$21,899.00
Police Department	694	2022	Ford	Explorer Interceptor	2022 Police Chiefs Vehicle	\$33,369.00
Police Department	120	2015	Ford	Explorer	2015 Police Patrol 108 K9 Car	\$36,000.00
Sewer Maintenance	28	2013	Ford	F250	2013 Pickup Truck (Extended cab)	\$23,811.00
Sewer Maintenance	42	2003	Hallmark	1 Axle	Hallmark, Gray, Confined Space Trail	\$2,729.00
Sewer Maintenance	38	2011	Ford	F350	2011 F350, Pickup Truck 4 Door 4x4	\$27,085.00
Sewer Maintenance	31	2016	Ford	E450	2016 E450, Sewer Camera Truck	\$202,606.37
Sewer Maintenance	37	1990	Onan 80		Green Portable Generator	\$10,000.00
Sewer Maintenance	693	2022	International	HV607	2022 Vactor	\$446,659.26
Sewer Maintenance	41	1999	Spectrum	80	Spectrum 80, Gray Portable Generato	\$10,000.00
Sewer Maintenance	674	2020	Ford	F 250	2020 White Cab and Half F 250	\$30,583.00
Sewer Maintenance	39	2011	Ford	F450	2011 Service Truck Sewer	\$55,176.00
Vehicle Maintenance	151	2013	Ford	F150	2013 Mechanics Truck	\$17,509.00
Vehicle Maintenance	121	2015	Ford	Explorer	2015 Explorer (Black)	\$36,000.00
Water Maintenance	40	1998		May 2 Axle	Traffic Control- Sign Trailer	\$1,000.00
Water Maintenance	104	2008	Ford	F150	2008 1/2 Ton Pickup Truck	\$12,247.00
Water Maintenance	690	2021	Western Star	4700SB	Western Star	\$140,957.00
Water Maintenance	20	1994		Arrow Board Arrow Master	Traffic Arrow Board	\$5,000.00
Water Maintenance	675	2020	Ford	F 250	2020 White Cab and Half F 250	\$30,583.00
Water Maintenance	14	2005	Eager	Beaver	Tandem Dually Trailer	\$13,952.00
Water Maintenance	21	2007	Mitsubishi	FG30N-LP	2007 Fork Lift	\$24,878.70
Water Maintenance	7	2018	Ford	Explorer	2018 Stake and Locate Vehicle	\$28,000.00

Department	ID	Year	Manufacturer	Model	Description	Purchase Cost
Water Maintenance	672	2003	South West	Red Southwest Enclosed Trailer	2003 Unit 146 Red Enclosed Trailer	\$5,000.00
Water Maintenance	30	2013	Navistar	7500 SBA 6X	2013 Vactor Truck (complete unit)	\$390,000.00
Water Maintenance	13	2012	Ford	F250	2012 Cab and Half 4x4	\$25,614.00
Water Maintenance	652	2018		185 Sullair	Towable Air Compressor	\$19,590.00
Water Maintenance	5	2017	Ford	F250	2017 Pickup Truck (Standard cab)	\$26,000.00
Water Maintenance	8	2012	Ford	F350	2012 Service Truck	\$25,203.00
Water Maintenance	4	2017	Wacker	Neuson	Light Tower	\$9,000.00
Water Maintenance	23	2011	Ford	F350	2011 Pickup Truck (4 door)	\$31,218.00
Water Maintenance	19	1996		Arrow Board Arrow Master	Traffic Arrow Board	\$5,000.00
Water Maintenance	18	2007	Case	2007 580K super M	2007 Backhoe (Yard)	\$65,000.00
Water Maintenance	6	2017	Caterpillar	2017 430 Backhoe	2017 Backhoe	\$96,000.00
Water Maintenance	24	2002	Ford	F750	2002 Dump Truck (5 yard)	\$50,877.00

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Dept 000.000					
101-000.000-402.000	CURRENT PROPERTY TAXES	7,756,896	7,915,000	7,900,000	8,075,000
101-000.000-402.100	Payment in Lieu of Taxes	7,105	7,100	7,250	7,200
101-000.000-404.030	POLICE MILLAGE 98/04	1,122,044	1,145,700	1,140,000	1,165,000
101-000.000-405.050	FIRE MILLAGE - 98/04	1,182,290	1,207,000	1,205,000	1,230,000
101-000.000-405.080	POLICE/FIRE MILLAGE - 18	2,749,010	2,813,000	2,800,000	2,865,000
101-000.000-406.000	TRAILER PARK COLLECTIONS	279	200	200	200
101-000.000-409.000	Community Services Millage	121,639	124,000	124,000	126,500
101-000.000-412.000	DELINQUENT PROPERTY TAXES	10,486	5,000	4,500	5,000
101-000.000-428.000	STREET LIGHTS	383,709	383,500	395,000	393,500
101-000.000-445.000	TAX PENALTIES	18,445	8,000	26,000	8,000
101-000.000-447.000	TAX ADMINISTRATION FEE	1,081,339	1,200,000	1,270,000	1,200,000
101-000.000-476.000	BUILDING PERMITS	896,262	601,000	750,000	600,000
101-000.000-476.100	MECHANICAL PERMITS	97,412	90,000	100,000	90,000
101-000.000-476.200	ELECTRICAL PERMITS	71,876	75,000	100,000	85,000
101-000.000-476.300	PLUMBING PERMITS	52,328	60,000	75,000	60,000
101-000.000-477.000	FRANCHISE FEES - CABLE TV	732,195	500,000	580,000	500,000
101-000.000-477.500	CABLE PEG FEES	156,347	120,000	140,000	120,000
101-000.000-478.000	Other Permits	29,280	25,000	30,000	25,000
101-000.000-479.000	MOBILE FOOD VENDOR PERMITS	960	450	720	450
101-000.000-481.000	MEDICAL MARIJUANA FEES	5,000	5,000	5,000	5,000
101-000.000-483.000	WETLAND PERMITS	2,250			
101-000.000-491.000	PAVEMENT SEALANT LICENSE			200	200
101-000.000-502.000	GRANT REVENUE - FEDERAL	250			
101-000.000-528.000	OTHER FEDERAL GRANTS	919,032			
101-000.000-540.100	State Grant Revenue	6,668			200,960
101-000.000-542.500	METRO Act Fees	31,192	20,000	32,000	30,000
101-000.000-568.000	LIQUOR TAX REFUND	33,548	25,000	25,000	25,000
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE			42,280	42,280
101-000.000-574.000	STATE REVENUE SHARING	4,097,493	3,700,000	5,200,000	4,500,000
101-000.000-581.000	OTHER INTRGOVTL REVENUE	105,018	100,000	100,000	100,000
101-000.000-582.000	Local Revenue Sharing Agreements	459,497	500,000	500,000	500,000
101-000.000-605.000	FIRE INSPECTION CHARGES	12,600	10,000	7,500	10,000
101-000.000-606.500	RECREATION PROGRAM REV	23,697	10,000	15,000	15,000
101-000.000-606.501	Sporties for Shorties	17,992	12,000	12,000	12,000
101-000.000-606.502	Sand Volleyball	1,605	2,500	1,500	2,000
101-000.000-606.503	Adult Softball	3,170	3,000	3,980	4,000
101-000.000-606.505	Special Events	545	1,000	4,000	4,000
101-000.000-606.506	ADULT SPORTS	2,220	3,000	1,500	2,000
101-000.000-606.510	RECREATION - BASEBALL	17,963	18,000	23,695	24,000
101-000.000-606.601	Oaks Soccer	41,019	40,000	40,000	40,000
101-000.000-606.602	Oaks Football	6,107	8,000	8,000	8,000
101-000.000-606.700	Contract Programs		3,000	2,000	2,000
101-000.000-606.801	HYRA Basketball	16,313	10,000	10,000	10,000
101-000.000-606.802	HYRA T-BALL	2,748	3,000	4,645	4,500
101-000.000-606.803	HYRA Flag Football	7,166	4,500	4,500	4,500
101-000.000-606.804	HYRA Soccer	24,604	10,000	10,000	10,000
101-000.000-606.900	OBSC Revenue	1,419	1,000	1,635	1,500
101-000.000-606.950	WILLIAMSTON REC REVENUE	5,796	13,500	13,500	13,500
101-000.000-607.000	SOR FEES	560	500	500	500
101-000.000-613.000	BROWNFIELD APPLICATION FEE		3,000	5,000	5,000
101-000.000-615.000	FRANCHISE FEES - BWL	166,905	160,000	160,000	160,000
101-000.000-616.000	PLANNING DEPARTMENT	35,235	30,000	25,000	25,000
101-000.000-617.000	PUBLIC WORKS SERVICES	1,050,000	1,050,000	1,050,000	1,050,000
101-000.000-619.000	CEMETERY REVENUE	32,475	20,000	20,000	20,000
101-000.000-627.000	ANNUAL RENTAL INSPECTION FEES	74,994	75,000	75,000	75,000
101-000.000-627.010	RENTAL HOUSG REINSPECTION FEES	7,948	5,000	5,000	5,000
101-000.000-627.015	RENTAL REGISTRATION	27,200	25,000	25,000	20,000
101-000.000-627.016	Rental Registration Renewal	34,550	60,000	5,000	5,000
101-000.000-627.017	VACANT/ABANDONED REGISTRATION	640	1,000	1,000	1,000
101-000.000-628.000	VENDOR FEES	180	200	240	200
101-000.000-637.000	COPIES	1,621	1,000	1,200	1,000
101-000.000-637.010	POLICE DESK REVENUE	2,293	500	1,000	750
101-000.000-637.020	FOIA REQUESTS - COPIES	4,888	3,000	3,000	3,000
101-000.000-637.500	ELECTRONIC COPIES	1,950	2,000	1,000	1,500
101-000.000-638.000	AMBULANCE FEE COLLECTIONS	1,308,283	1,350,000	1,500,000	1,500,000
101-000.000-643.000	CEMETERY LOT SALES	28,800	15,000	20,000	20,000
101-000.000-647.010	SURPLUS PROPERTY	467			

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
101-000.000-647.040	RECYCLING REVENUE	6,922	10,000	3,000	10,000
101-000.000-647.050	SPONSOR REVENUE	1,500	1,500	17,000	1,500
101-000.000-656.000	PARKING TICKETS	4,633	5,000	4,000	5,000
101-000.000-657.000	ORDINANCE FINES	4,103	3,000	4,000	6,000
101-000.000-657.010	FINES-UTC ENFORCEMENT	64,621	50,000	50,000	60,000
101-000.000-657.020	FINES-RETAIL FRAUD ORDINANCE	6,000	10,000	5,000	6,000
101-000.000-657.030	POLICE SERVICES-WILLIAMSTOWN TWP	248,743	240,000	120,000	160,000
101-000.000-658.000	FALSE ALARM FEES	6,175	4,000	4,500	4,000
101-000.000-660.000	COURT RESTITUTION	13,456	10,000	12,000	10,000
101-000.000-660.500	TCPS REVENUE SHARING	1,144	500	1,000	1,000
101-000.000-665.000	INTEREST	112,933	100,000	250,000	200,000
101-000.000-666.020	DIVIDEND - PROPERTY AND LIABILITY INS.			35,950	
101-000.000-667.200	Rent-School Street	6,960	6,960	6,960	6,960
101-000.000-669.000	Unrealized invest gain/loss	(121,562)			
101-000.000-669.100	INVESTMENT GAINS AND LOSSES	46,485		(90,000)	
101-000.000-674.150	DONATIONS	500		150	
101-000.000-674.180	DONATIONS - PARK LAKE ROUNDABOUT	(40)			
101-000.000-674.500	LOCAL GRANTS	7,500		7,500	
101-000.000-675.000	MISCELLANEOUS	5,782	2,000	2,000	2,000
101-000.000-676.000	REIMBURSEMENTS	34,411	205,000	30,000	30,000
101-000.000-676.020	REIMBURSEMENTS-POLICE	36,866	12,000	10,000	12,000
101-000.000-676.030	REIMBURSEMENTS-FIRE	9,689	1,000	1,650	1,000
101-000.000-676.040	REIMBURSEMENTS-INSURANCE	47,302		3,050	
101-000.000-676.050	REIMBURSEMENTS-CROSSING GUARDS	5,148	5,000	16,300	15,000
101-000.000-676.100	REIMBURSEMENTS-ELECTIONS	61,634			
101-000.000-676.300	REIMBURSEMENTS-SCHOOL SECURITY	6,195	2,000	2,000	36,000
101-000.000-699.000	OPERATING TRANSFER IN	50,000			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		25,760,903	24,251,610	26,109,605	25,585,700
Dept 100.101 - TOWNSHIP BOARD					
101-100.101-701.000	SALARIES	68,449	72,050	72,050	72,050
101-100.101-714.000	FICA	5,236	5,510	5,510	5,510
101-100.101-718.000	WORKERS COMPENSATION	84	150	150	150
101-100.101-728.000	OPERATING SUPPLIES	914	1,000	1,000	1,000
101-100.101-821.000	PROFESSIONAL SERVICES		2,000	2,000	2,000
101-100.101-822.010	EMPLOYEE RECOGNITION	840	2,000	2,000	2,000
101-100.101-825.000	PROFESSIONAL CONFERENCES/DUES	4,249	7,000	6,000	7,000
101-100.101-851.000	COMMUNICATIONS		2,000	2,000	2,000
101-100.101-870.000	MILEAGE		500	500	500
NET OF REVENUES/APPROPRIATIONS - 100.101 - TOWNSHIP BOARD		(79,772)	(92,210)	(91,210)	(92,210)
Dept 170.173 - ADMINISTRATIVE SERVICES					
101-170.173-701.000	SALARIES		160,000		
101-170.173-708.000	PCOR FEDERAL FEE	854	950	950	950
101-170.173-714.000	FICA	1,628	1,750	1,750	1,750
101-170.173-715.000	HEALTH INSURANCE	11,014	15,000	15,000	15,000
101-170.173-715.100	RETIREE HEALTH INS - OPEB	190,327	210,000	210,000	210,000
101-170.173-717.000	PENSION	146,994	22,600	22,600	22,750
101-170.173-724.000	UNEMPLOYMENT COMPENSATION	839	1,000	1,000	1,000
101-170.173-728.000	OPERATING SUPPLIES	17,210	20,000	20,000	20,000
101-170.173-728.400	OPERATING SUPPLIES-COVID-19	80,302		3,300	
101-170.173-730.000	POSTAGE	32,306	40,000	40,000	40,000
101-170.173-806.000	CLAIM REIMBURSEMENT	21,392	20,000	20,000	20,000
101-170.173-808.000	LEGAL FEES	302,743	250,000	250,000	250,000
101-170.173-808.100	LEGAL FEES - UTC	80,283	85,000	85,000	85,000
101-170.173-808.200	LEGAL FEES - LABOR RELATIONS	39,863	50,000	50,000	50,000
101-170.173-810.000	ADVERTISING		10,000	10,000	10,000
101-170.173-812.000	INSURANCE	120,000	120,000	135,000	135,000
101-170.173-820.000	CONTRACTUAL SERVICES	28,698	8,000	8,000	8,000
101-170.173-821.000	PROFESSIONAL SERVICES	2,435	1,800	2,150	1,800
101-170.173-826.000	COMPUTER SERVICES/SUPPLIES	111			
101-170.173-826.010	COMPUTER NETWORK LEASE	60			
101-170.173-836.000	AMBULANCE BILLING	75,910	85,000	85,000	85,000
101-170.173-920.000	UTILITIES-ELECTRIC/GAS/WATER	219,296	240,000	240,000	240,000
101-170.173-921.000	UTILITIES-TELEPHONE & DATA SERVICES	154,505	165,000	165,000	165,000
101-170.173-921.500	UTILITIES-CELL PHONE REIMB	21,750	25,000	25,000	25,000
101-170.173-922.000	UTILITIES-STREET LIGHTS	396,821	385,000	385,000	385,000
101-170.173-936.000	EQUIPMENT MAINTENANCE	28,722	35,000	35,000	35,000
101-170.173-965.000	Property Taxes	23	100	100	100
NET OF REVENUES/APPROPRIATIONS - 170.173 - ADMINISTRATIVE SERVICES		(1,974,086)	(1,951,200)	(1,809,850)	(1,806,350)

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Dept 170.191 - ACCOUNTING					
101-170.191-701.000	SALARIES	259,247	277,000	289,200	310,000
101-170.191-701.080	SALARIES - TEMPORARY	11,881		6,000	
101-170.191-706.000	OVERTIME	36			
101-170.191-709.000	ICMA CONTRIBUTION	500	500	250	250
101-170.191-710.000	LONGEVITY	1,360	400	320	
101-170.191-714.000	FICA	19,760	21,250	22,184	23,800
101-170.191-715.000	HEALTH INSURANCE	54,432	62,200	62,200	81,600
101-170.191-716.000	LIFE/DISABILITY INSURANCE	1,179	1,550	1,550	1,600
101-170.191-717.000	PENSION	32,254	42,500	42,500	42,650
101-170.191-717.500	VantageCare	4,776	5,100	5,100	5,750
101-170.191-718.000	WORKERS COMPENSATION	733		500	1,365
101-170.191-728.000	OPERATING SUPPLIES	9,775	11,000	11,000	11,000
101-170.191-730.000	POSTAGE	17,871	20,000	20,000	20,000
101-170.191-807.000	AUDIT	36,820	38,000	36,500	38,000
101-170.191-821.000	PROFESSIONAL SERVICES	4,663	6,000	6,000	6,000
101-170.191-825.000	PROFESSIONAL CONFERENCES/DUES	1,735	6,000	6,000	6,000
101-170.191-870.000	MILEAGE		100	100	100
101-170.191-936.000	EQUIPMENT MAINTENANCE		200	200	200
101-170.191-980.000	OFFICE EQUIPMENT & FURNITURE		500	500	500
NET OF REVENUES/APPROPRIATIONS - 170.191 - ACCOUNTING		(457,022)	(492,300)	(510,104)	(548,815)
Dept 170.215 - CLERK					
101-170.215-701.000	SALARIES	206,213	214,000	222,700	244,000
101-170.215-706.000	OVERTIME	238	1,000	1,000	1,000
101-170.215-709.000	ICMA CONTRIBUTION	500	500	500	500
101-170.215-710.000	LONGEVITY	1,600	1,600	1,600	1,600
101-170.215-714.000	FICA	15,802	16,600	17,266	19,000
101-170.215-715.000	HEALTH INSURANCE	20,329	39,500	39,500	33,500
101-170.215-715.010	FLEXIBLE BENEFIT	4,125	4,500	4,500	4,500
101-170.215-716.000	LIFE/DISABILITY INSURANCE	951	1,250	1,250	1,400
101-170.215-717.000	PENSION	31,498	36,000	36,000	36,150
101-170.215-717.500	VantageCare	3,807	4,200	4,200	5,000
101-170.215-718.000	WORKERS COMPENSATION	515	730	730	910
101-170.215-728.000	OPERATING SUPPLIES	1,745	1,000	1,000	1,000
101-170.215-750.000	PUBLICATIONS		500	500	500
101-170.215-820.000	CONTRACTUAL SERVICES	17,329	12,000	12,000	12,000
101-170.215-825.000	PROFESSIONAL CONFERENCES/DUES	2,572	3,000	3,500	3,000
101-170.215-826.000	COMPUTER SERVICES/SUPPLIES	260	1,000	1,000	1,000
101-170.215-870.000	MILEAGE	273	100	100	100
NET OF REVENUES/APPROPRIATIONS - 170.215 - CLERK		(307,757)	(337,480)	(347,346)	(365,160)
Dept 170.228 - INFORMATION TECHNOLOGY					
101-170.228-701.000	SALARIES	236,139	241,000	249,480	266,000
101-170.228-709.000	ICMA CONTRIBUTION	850	850	850	850
101-170.228-710.000	LONGEVITY	2,240	2,700	2,700	2,560
101-170.228-714.000	FICA	18,616	18,700	19,349	20,700
101-170.228-715.000	HEALTH INSURANCE	31,584	26,000	26,000	32,600
101-170.228-715.010	FLEXIBLE BENEFIT	6,300	6,300	6,300	4,500
101-170.228-716.000	LIFE/DISABILITY INSURANCE	1,027	1,400	1,400	1,500
101-170.228-717.000	PENSION	23,422	23,500	23,500	26,600
101-170.228-717.500	VantageCare	4,684	4,700	4,700	5,400
101-170.228-718.000	WORKERS COMPENSATION	560	1,000	1,000	1,185
101-170.228-728.000	OPERATING SUPPLIES	324	500	400	500
101-170.228-819.000	TRAINING	50		9,600	30,500
101-170.228-820.000	CONTRACTUAL SERVICES	84,344	121,000	50,000	52,000
101-170.228-821.000	PROFESSIONAL SERVICES	813	32,000	28,000	35,000
101-170.228-825.000	PROFESSIONAL CONFERENCES/DUES		33,000	2,000	2,400
101-170.228-826.000	COMPUTER SERVICES/SUPPLIES	9,610	12,500	12,000	12,000
101-170.228-826.010	Existing Software License Agreements	239,680	244,000	239,000	329,700
101-170.228-826.020	Existing Hardware Licenses	2,793	11,500	10,000	5,000
101-170.228-978.000	SOFTWARE				47,000
NET OF REVENUES/APPROPRIATIONS - 170.228 - INFORMATION TECHNOLOGY		(663,036)	(780,650)	(686,279)	(875,995)
Dept 170.243 - ASSESSING					
101-170.243-701.000	SALARIES	194,686	250,000	260,600	298,350
101-170.243-701.080	SALARIES - TEMPORARY		7,800	8,000	9,900
101-170.243-704.000	BOARD OF REVIEW	2,595	3,245	3,245	4,000
101-170.243-709.000	ICMA CONTRIBUTION	500	750	750	750

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
101-170.243-710.000	LONGEVITY	1,280	1,600	1,600	1,920
101-170.243-714.000	FICA	14,348	13,850	16,000	24,100
101-170.243-715.000	HEALTH INSURANCE	46,526	63,100	63,100	73,075
101-170.243-716.000	LIFE/DISABILITY INSURANCE	749	985	985	1,705
101-170.243-717.000	PENSION	25,738	24,800	25,000	35,000
101-170.243-717.500	VantageCare	3,805	3,300	4,000	6,000
101-170.243-718.000	WORKERS COMPENSATION	643	1,000	1,000	2,350
101-170.243-728.000	OPERATING SUPPLIES	2,716	4,000	4,000	4,000
101-170.243-819.000	TRAINING	1,924	2,975	2,975	1,540
101-170.243-820.000	CONTRACTUAL SERVICES	39,261			
101-170.243-821.000	PROFESSIONAL SERVICES	6,022	28,500	12,000	28,500
101-170.243-825.000	PROFESSIONAL CONFERENCES/DUES	620	975	975	3,175
101-170.243-826.000	COMPUTER SERVICES/SUPPLIES				2,400
101-170.243-870.000	MILEAGE		300	300	300
101-170.243-980.000	OFFICE EQUIPMENT & FURNITURE				3,000
NET OF REVENUES/APPROPRIATIONS - 170.243 - ASSESSING		(341,413)	(407,180)	(404,530)	(500,065)
Dept 170.253 - TREASURER					
101-170.253-701.000	SALARIES	186,081	174,000	179,700	199,500
101-170.253-701.080	SALARIES - TEMPORARY	16,346	5,000	5,000	
101-170.253-706.000	OVERTIME	4,727	1,500	1,500	1,500
101-170.253-709.000	ICMA CONTRIBUTION	500	500	500	500
101-170.253-710.000	LONGEVITY	1,762	1,280	1,280	1,600
101-170.253-714.000	FICA	15,010	13,400	13,836	15,600
101-170.253-715.000	HEALTH INSURANCE	38,903	51,600	51,600	59,800
101-170.253-716.000	LIFE/DISABILITY INSURANCE	761	1,000	1,000	1,100
101-170.253-717.000	PENSION	31,036	34,500	34,500	34,650
101-170.253-717.500	VantageCare	3,387	3,300	3,300	3,900
101-170.253-718.000	WORKERS COMPENSATION	308	600	600	750
101-170.253-728.000	OPERATING SUPPLIES	191	200	4,000	200
101-170.253-730.000	POSTAGE	11,160	11,500	11,500	11,500
101-170.253-750.000	PUBLICATIONS	4			
101-170.253-825.000	PROFESSIONAL CONFERENCES/DUES	1,734	3,500	4,500	3,500
101-170.253-870.000	MILEAGE	330	200	700	200
101-170.253-900.000	PRINTING/PUBLISHING	5,488	6,500	6,500	6,500
101-170.253-955.000	MISCELLANEOUS	753	400	400	400
101-170.253-980.000	OFFICE EQUIPMENT & FURNITURE		500	500	500
NET OF REVENUES/APPROPRIATIONS - 170.253 - TREASURER		(318,481)	(309,480)	(320,916)	(341,700)
Dept 170.262 - ELECTIONS					
101-170.262-701.080	SALARIES - TEMPORARY	26,371	20,000	40,000	30,000
101-170.262-701.120	SALARIES-MAY ELECTION	19,132			20,000
101-170.262-701.130	SALARIES-AUGUST PRIMARY		40,000		
101-170.262-701.140	SALARIES-NOVEMBER ELECTION	693	50,000	50,000	
101-170.262-706.000	OVERTIME	3,350	8,000	10,000	2,000
101-170.262-714.000	FICA	2,405	10,600	5,000	5,300
101-170.262-717.000	PENSION	319	1,350	1,500	1,350
101-170.262-717.500	VantageCare		160		160
101-170.262-728.000	OPERATING SUPPLIES	4,621	4,000	9,200	2,000
101-170.262-728.001	SUPPLIES - MAY ELECTION	11,908			10,000
101-170.262-728.003	Supplies-Nov Election		10,000	10,000	
101-170.262-730.000	POSTAGE			4,500	1,590
101-170.262-730.001	Postage- May Election	1,791			5,000
101-170.262-730.002	Postage-Aug Election		5,000	5,200	
101-170.262-730.003	Postage-Nov Elec		5,000	5,000	
101-170.262-820.000	CONTRACTUAL SERVICES	3,742	5,000	5,000	5,000
101-170.262-826.000	COMPUTER SERVICES/SUPPLIES	6,104	60,000	60,000	
101-170.262-870.000	MILEAGE	25	100	50	100
101-170.262-936.000	EQUIPMENT MAINTENANCE	320	500	17,500	17,500
NET OF REVENUES/APPROPRIATIONS - 170.262 - ELECTIONS		(80,781)	(219,710)	(222,950)	(100,000)
Dept 170.265 - BUILDING MAINTENANCE					
101-170.265-701.000	SALARIES	55,268	56,200	66,934	72,400
101-170.265-706.000	OVERTIME	3,438	5,000	5,000	5,000
101-170.265-709.000	ICMA CONTRIBUTION	250	250	250	250
101-170.265-710.000	LONGEVITY	320	320	320	320
101-170.265-714.000	FICA	5,202	5,100	5,284	6,325
101-170.265-715.000	HEALTH INSURANCE	13,791	17,000	17,000	1,600
101-170.265-715.010	FLEXIBLE BENEFIT	4,500	4,500	4,500	4,500
101-170.265-716.000	LIFE/DISABILITY INSURANCE	247	350	350	400

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
101-170.265-717.000	PENSION	11,638	12,500	12,500	12,650
101-170.265-717.500	VantageCare	1,127	1,100	1,100	1,600
101-170.265-718.000	WORKERS COMPENSATION	1,497	2,800	2,800	3,605
101-170.265-727.000	LICENSES	4,050	1,200	1,200	4,050
101-170.265-728.000	OPERATING SUPPLIES	13,498	20,000	15,000	20,000
101-170.265-760.000	UNIFORMS	115			200
101-170.265-761.000	CLOTHING ALLOWANCE	750	1,000	750	750
101-170.265-819.000	TRAINING	395	1,500	1,500	1,500
101-170.265-820.000	CONTRACTUAL SERVICES	250,162	275,000	277,300	290,000
101-170.265-825.000	PROFESSIONAL CONFERENCES/DUES	190			
101-170.265-827.000	RADIO MAINTENANCE	(3)			
101-170.265-828.000	SOLID WASTE CONTAINER SERVICES	10,258	15,000	15,000	15,000
101-170.265-930.000	BUILDING REPAIRS	32,295	15,000	20,300	22,000
101-170.265-937.000	BUILDING MAINTENANCE	24,291	15,000	15,000	15,000
101-170.265-942.000	EQUIPMENT RENTAL	14,960	14,960	14,960	14,960
101-170.265-979.000	MACHINERY AND EQUIPMENT		5,000	5,000	5,000
101-170.265-980.000	OFFICE EQUIPMENT & FURNITURE	2,757			
NET OF REVENUES/APPROPRIATIONS - 170.265 - BUILDING MAINTENANCE		(450,996)	(468,780)	(482,048)	(497,110)
Dept 170.270 - ADMIN & HUMAN RESOURCES					
101-170.270-701.000	SALARIES	405,271	405,000	556,667	571,875
101-170.270-709.000	ICMA CONTRIBUTION	2,779	2,850	3,000	3,300
101-170.270-710.000	LONGEVITY	1,280	1,280	1,280	1,920
101-170.270-714.000	FICA	31,781	31,500	36,700	44,200
101-170.270-715.000	HEALTH INSURANCE	60,337	60,000	60,000	69,600
101-170.270-715.010	FLEXIBLE BENEFIT	4,500	4,500	4,500	4,500
101-170.270-716.000	LIFE/DISABILITY INSURANCE	3,324	3,500	3,500	2,900
101-170.270-717.000	PENSION	42,720	44,100	44,100	58,300
101-170.270-717.500	VantageCare	7,188	7,500	7,500	10,400
101-170.270-718.000	WORKERS COMPENSATION	895	1,600	1,600	2,540
101-170.270-723.000	AUTO ALLOWANCE	9,600	9,600		
101-170.270-728.000	OPERATING SUPPLIES	80	1,000	1,000	1,000
101-170.270-809.000	ACTUARIAL SERVICES	26,160	20,000	20,000	20,000
101-170.270-814.000	MEETING EXPENSE	656	2,000	2,000	2,000
101-170.270-819.000	TRAINING		30,000	30,000	30,000
101-170.270-820.000	CONTRACTUAL SERVICES	3,800	5,000	5,000	5,000
101-170.270-822.010	EMPLOYEE RECOGNITION	3,282	5,000	5,000	5,000
101-170.270-822.020	INTERVIEW/HIRING EXPENSES	24,197	4,000	4,000	4,000
101-170.270-825.000	PROFESSIONAL CONFERENCES/DUES	6,354	7,000	7,000	7,000
101-170.270-835.000	PHYSICALS	24,242	26,000	26,000	26,000
101-170.270-835.010	EMPLOYEE WELLNESS PROGRAM	7,239	15,000	15,000	15,000
101-170.270-870.000	MILEAGE	33			
101-170.270-942.000	EQUIPMENT RENTAL	21,750	21,750	21,750	21,750
NET OF REVENUES/APPROPRIATIONS - 170.270 - ADMIN & HUMAN RESOURCES		(687,468)	(708,180)	(855,597)	(906,285)
Dept 170.271 - Grounds Maintenance					
101-170.271-701.000	SALARIES	49,191	49,500	52,200	54,200
101-170.271-701.080	SALARIES - TEMPORARY	2,959	12,000	12,000	12,000
101-170.271-702.020	AFTER-HOURS RESPONSE STIPEND			200	320
101-170.271-706.000	OVERTIME	2,249	7,000	7,000	7,000
101-170.271-709.000	ICMA CONTRIBUTION	250	250	250	250
101-170.271-710.000	LONGEVITY	1,280	1,280	1,280	1,280
101-170.271-714.000	FICA	4,396	5,650	5,819	6,000
101-170.271-715.000	HEALTH INSURANCE	12,847	12,000	12,000	8,000
101-170.271-716.000	LIFE/DISABILITY INSURANCE	228	300	300	300
101-170.271-717.000	PENSION	10,567	12,400	12,400	12,550
101-170.271-717.500	VantageCare	1,008	1,000	1,000	1,100
101-170.271-718.000	WORKERS COMPENSATION	1,147	2,150	2,150	3,200
101-170.271-727.000	LICENSES	2,700	1,200	1,200	2,700
101-170.271-728.000	OPERATING SUPPLIES	6,518	11,000	11,000	11,000
101-170.271-760.000	UNIFORMS				200
101-170.271-761.000	CLOTHING ALLOWANCE	750	1,000	750	750
101-170.271-819.000	TRAINING	211	1,500	1,500	1,500
101-170.271-820.000	CONTRACTUAL SERVICES	15,186	30,000	32,300	32,300
101-170.271-934.000	GROUND MAINTENANCE	16,775	53,000	53,000	50,000
101-170.271-942.000	EQUIPMENT RENTAL	60,140	60,140	60,140	60,140
101-170.271-979.000	MACHINERY AND EQUIPMENT		1,500	1,500	1,500
NET OF REVENUES/APPROPRIATIONS - 170.271 - Grounds Maintenance		(188,402)	(262,870)	(267,989)	(266,290)
Dept 170.272 - RECYCLING CENTER					

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
101-170.272-701.000	SALARIES	36,954	37,500	39,900	43,700
101-170.272-710.000	LONGEVITY	640	960	960	960
101-170.272-714.000	FICA	2,848	3,000	3,184	3,500
101-170.272-715.000	HEALTH INSURANCE	9,387	12,000	12,000	8,000
101-170.272-716.000	LIFE/DISABILITY INSURANCE	160	220	220	250
101-170.272-717.000	PENSION	3,665	3,700	3,700	4,400
101-170.272-717.500	VantageCare	733	750	750	900
101-170.272-718.000	WORKERS COMPENSATION	151	275	275	400
101-170.272-728.000	OPERATING SUPPLIES		100	100	100
101-170.272-820.000	CONTRACTUAL SERVICES	24,000	24,000	24,000	24,000
101-170.272-880.000	COMMUNITY PROMOTION	477	2,000	2,000	2,000
101-170.272-888.500	RECYCLING-SPECIAL PROJECTS	13,352	10,000	10,000	10,000
101-170.272-934.000	GROUNDS MAINTENANCE	3,500	10,000	10,000	10,000
NET OF REVENUES/APPROPRIATIONS - 170.272 - RECYCLING CENTER		(95,867)	(104,505)	(107,089)	(108,210)
Dept 170.445 - WATERSHED MANAGEMENT					
101-170.445-820.000	CONTRACTUAL SERVICES	17,778	40,000	51,150	40,000
101-170.445-842.000	DRAINS AT LARGE	87,718	90,000	90,000	90,000
101-170.445-842.500	CHAPTER 20 DRAINS		350,000	350,000	
101-170.445-843.500	SPECIAL PROJECT DRAINS - PRINCIPAL	396,408	400,000	655,100	660,000
101-170.445-843.501	SPECIAL PROJECT DRAINS - INTEREST	81,841	85,000	171,100	183,000
NET OF REVENUES/APPROPRIATIONS - 170.445 - WATERSHED MANAGEMENT		(583,745)	(965,000)	(1,317,350)	(973,000)
Dept 170.567 - CEMETERY					
101-170.567-701.000	SALARIES	19,699	20,500	21,050	22,500
101-170.567-701.080	SALARIES - TEMPORARY		12,000	12,000	
101-170.567-706.000	OVERTIME	3,809	2,000	2,000	2,500
101-170.567-709.000	ICMA CONTRIBUTION	63	65	65	65
101-170.567-710.000	LONGEVITY	240	240	240	320
101-170.567-714.000	FICA	1,805	2,700	2,742	2,000
101-170.567-715.000	HEALTH INSURANCE	3,543	4,000	4,000	4,100
101-170.567-716.000	LIFE/DISABILITY INSURANCE	87	120	120	125
101-170.567-717.000	PENSION	2,191	2,600	2,600	2,750
101-170.567-717.500	VantageCare	393	450	450	500
101-170.567-718.000	WORKERS COMPENSATION	308	500	500	220
101-170.567-727.000	LICENSES			375	375
101-170.567-728.000	OPERATING SUPPLIES	1,138	3,000	3,000	1,000
101-170.567-820.000	CONTRACTUAL SERVICES		10,000	11,300	25,000
101-170.567-880.000	COMMUNITY PROMOTION	540	1,000	1,000	200
101-170.567-920.000	UTILITIES-ELECTRIC/GAS/WATER	905	1,000	1,200	1,300
101-170.567-930.000	BUILDING REPAIRS		500	500	
101-170.567-942.000	EQUIPMENT RENTAL	24,260	24,260	24,260	24,260
101-170.567-980.000	OFFICE EQUIPMENT & FURNITURE		1,000	1,000	1,000
NET OF REVENUES/APPROPRIATIONS - 170.567 - CEMETERY		(58,981)	(85,935)	(88,402)	(88,215)
Dept 300.301 - POLICE					
101-300.301-701.000	SALARIES	2,331,940	2,500,000	2,634,678	2,812,200
101-300.301-701.040	SALARIES-RECORD DIVISION	163,125	181,500	195,000	215,000
101-300.301-701.050	SALARIES-CROSSING GUARDS	25,545	29,000	29,000	29,000
101-300.301-701.170	SALARIES-CADETS	96,033	95,000	95,000	132,480
101-300.301-702.000	SICK LEAVE INCENTIVE PAY	16,218	28,000	28,000	18,825
101-300.301-702.010	HOLIDAY PAYOUT	75,486	110,000	110,000	112,000
101-300.301-706.000	OVERTIME	98,182	80,000	110,000	80,000
101-300.301-706.010	OVERTIME-COURT HEARINGS	10,255	10,000	10,000	10,000
101-300.301-706.030	OVERTIME-RECORDS DIVISION		1,000	1,000	1,000
101-300.301-706.040	OVERTIME-SCHOOL SECURITY	35,995	12,000	12,000	36,000
101-300.301-706.050	OVERTIME-CANINE UNIT	3,674	4,200	4,200	9,200
101-300.301-706.060	OVERTIME-TRAINING	18,581	17,000	17,000	17,000
101-300.301-706.070	OVERTIME-HOLIDAY	18,800	36,000	36,000	36,000
101-300.301-709.000	ICMA CONTRIBUTION	250	250	250	250
101-300.301-710.000	LONGEVITY	21,699	23,000	23,000	22,720
101-300.301-714.000	FICA	226,256	240,000	247,207	271,000
101-300.301-715.000	HEALTH INSURANCE	438,311	450,000	450,000	586,000
101-300.301-715.010	FLEXIBLE BENEFIT	49,500	58,500	58,500	49,500
101-300.301-716.000	LIFE/DISABILITY INSURANCE	11,640	15,100	15,100	17,500
101-300.301-717.000	PENSION	2,127,205	2,075,000	2,075,000	2,081,165
101-300.301-717.500	VantageCare	14,309	42,000	42,000	56,000
101-300.301-718.000	WORKERS COMPENSATION	42,633	73,000	73,000	89,000
101-300.301-720.000	PHYSICAL FITNESS AWARDS	8,100	12,000	12,000	12,000
101-300.301-727.000	LICENSES	13,500	15,000	15,000	20,000

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
101-300.301-728.000	OPERATING SUPPLIES	12,832	12,000	12,000	12,000
101-300.301-728.020	OPERATING SUPPLIES-BREATHALYZE	445	650	650	650
101-300.301-728.040	OPERATING SUPPLIES-CANINE UNIT	1,831	1,500	1,500	3,000
101-300.301-728.050	OPERATING SUPPLIES-CRIME PREV.	1,803	3,000	3,000	3,000
101-300.301-728.070	OPERATING SUPPLIES-DARE PROG.	2,825	3,000	3,000	3,000
101-300.301-728.300	Operating Costs - Spec Resp Team	173	2,500	2,500	3,000
101-300.301-739.000	AMMUNITION	15,403	24,000	24,200	24,000
101-300.301-750.000	PUBLICATIONS		1,200	1,200	2,400
101-300.301-760.000	UNIFORMS	19,458	25,000	25,000	25,000
101-300.301-761.000	CLOTHING ALLOWANCE	2,499	3,500	3,500	3,500
101-300.301-762.000	UNIFORM CLEANING	7,066	12,500	12,500	10,000
101-300.301-764.000	SHOES AND BOOTS	2,263	4,500	4,500	4,500
101-300.301-811.000	ACCREDITATION STUDY	1,000	1,000	1,000	1,000
101-300.301-820.035	TOWING SERVICES	695	2,500	2,500	2,500
101-300.301-820.040	911 OPERATION	14,183	15,000	15,000	15,000
101-300.301-820.060	PRINTING CONTRACT	2,500	2,500	2,500	2,500
101-300.301-820.065	Record Shredding and Storage	114			
101-300.301-825.000	PROFESSIONAL CONFERENCES/DUES	3,371	5,500	5,500	6,000
101-300.301-826.000	COMPUTER SERVICES/SUPPLIES	1,831	5,000	10,000	10,000
101-300.301-827.000	RADIO MAINTENANCE	10,680	9,000	9,000	3,000
101-300.301-831.000	TRAINING	26,735	28,000	28,000	28,000
101-300.301-831.500	TRAINING-REIMBURSABLE		5,000	5,000	5,000
101-300.301-851.000	COMMUNICATIONS	440	500	500	500
101-300.301-870.000	MILEAGE		1,200	1,200	1,200
101-300.301-936.000	EQUIPMENT MAINTENANCE	1,798	7,000	7,000	7,000
101-300.301-942.000	EQUIPMENT RENTAL	208,625	208,625	208,625	208,625
101-300.301-956.060	BICYCLE PATROL FUND*	243	400	400	500
101-300.301-979.000	MACHINERY AND EQUIPMENT	16,013	25,200	25,200	32,900
NET OF REVENUES/APPROPRIATIONS - 300.301 - POLICE		(6,202,063)	(6,517,325)	(6,707,910)	(7,131,615)
Dept 300.336 - FIRE DEPARTMENT					
101-300.336-701.000	SALARIES	2,339,170	2,700,000	2,796,300	2,775,880
101-300.336-701.060	SALARIES-PART TIME FIREFIGHTRS	5,236	25,000	25,000	25,000
101-300.336-701.070	SALARIES-ACTING PAY	28,692	25,000	25,000	25,000
101-300.336-702.000	SICK LEAVE INCENTIVE PAY	14,893	34,200	34,200	16,106
101-300.336-702.010	HOLIDAY PAYOUT	88,833	98,100	98,100	113,000
101-300.336-706.000	OVERTIME	75,709	85,000	85,000	85,000
101-300.336-706.060	OVERTIME-TRAINING	7,500	15,000	15,000	15,000
101-300.336-706.070	OVERTIME-HOLIDAY	9,886	12,000	12,000	12,000
101-300.336-709.000	ICMA CONTRIBUTION	250	250	250	57,200
101-300.336-710.000	LONGEVITY	23,680	26,300	26,300	22,720
101-300.336-714.000	FICA	202,834	218,000	225,367	242,700
101-300.336-715.000	HEALTH INSURANCE	432,735	478,000	478,000	538,300
101-300.336-715.010	FLEXIBLE BENEFIT	48,777	50,000	50,000	45,000
101-300.336-716.000	LIFE/DISABILITY INSURANCE	11,032	14,600	14,600	16,600
101-300.336-717.000	PENSION	2,434,084	2,520,000	2,520,000	2,567,415
101-300.336-717.500	VantageCare	27,745	30,200	30,200	62,800
101-300.336-718.000	WORKERS COMPENSATION	55,949	114,000	114,000	131,985
101-300.336-720.000	PHYSICAL FITNESS AWARDS	16,500	17,000	17,000	18,500
101-300.336-721.000	FOOD ALLOWANCE	25,000	25,600	25,600	28,000
101-300.336-726.000	SPECIAL EQUIPMENT	45,852	25,500	25,500	33,700
101-300.336-728.000	OPERATING SUPPLIES	7,812	12,500	12,500	12,500
101-300.336-728.090	OPERATING SUPPLIES-AMBULANCE	97,480	80,000	80,000	80,000
101-300.336-732.000	HAZMAT	8,866	9,000	9,000	9,500
101-300.336-750.000	PUBLICATIONS	995	1,200	1,200	1,200
101-300.336-760.000	UNIFORMS	11,985	13,000	13,000	13,000
101-300.336-762.000	UNIFORM CLEANING	5,112	2,000	2,000	2,000
101-300.336-764.000	SHOES AND BOOTS	5,850	6,000	6,000	6,475
101-300.336-820.000	CONTRACTUAL SERVICES	24,735	32,000	32,000	34,804
101-300.336-823.000	EMERGENCY MEDICAL TRAINING	4,963	7,000	7,000	11,689
101-300.336-825.000	PROFESSIONAL CONFERENCES/DUES	1,777	2,500	2,500	2,500
101-300.336-827.000	RADIO MAINTENANCE	10,945	13,860	13,860	13,860
101-300.336-831.000	TRAINING	18,810	23,000	23,000	25,000
101-300.336-880.000	COMMUNITY PROMOTION	5,000	5,000	5,000	4,000
101-300.336-936.000	EQUIPMENT MAINTENANCE	4,725	15,500	15,500	14,000
101-300.336-942.000	EQUIPMENT RENTAL	282,820	282,820	282,820	282,820
101-300.336-979.000	MACHINERY AND EQUIPMENT	31,891	40,000	40,000	40,000
101-300.336-980.000	OFFICE EQUIPMENT & FURNITURE	500	500	500	
NET OF REVENUES/APPROPRIATIONS - 300.336 - FIRE DEPARTMENT		(6,418,623)	(7,059,630)	(7,163,297)	(7,385,254)

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Dept 600.670 - HUMAN SERVICES					
101-600.670-701.000	SALARIES	43,264	44,525	46,925	40,970
101-600.670-701.090	SALARIES-APPOINTED OFFICIALS	930	1,200	1,200	1,200
101-600.670-710.000	LONGEVITY	640	640	640	
101-600.670-714.000	FICA	3,570	3,550	3,734	3,230
101-600.670-715.000	HEALTH INSURANCE	7,018	6,000	6,000	8,970
101-600.670-715.010	FLEXIBLE BENEFIT	4,500	4,500	4,500	
101-600.670-716.000	LIFE/DISABILITY INSURANCE	186	260	260	230
101-600.670-717.000	PENSION	4,296	4,500	4,500	4,770
101-600.670-717.500	VantageCare	859	900	900	820
101-600.670-718.000	WORKERS COMPENSATION	176	310	310	180
NET OF REVENUES/APPROPRIATIONS - 600.670 - HUMAN SERVICES		(65,439)	(66,385)	(68,969)	(60,370)
Dept 700.701 - DEV. - PLANNING/ADMIN.					
101-700.701-701.000	SALARIES	339,601	345,000	357,600	380,320
101-700.701-701.080	SALARIES - TEMPORARY		6,000	2,000	6,000
101-700.701-701.090	SALARIES-APPOINTED OFFICIALS	5,400	10,000	9,000	10,000
101-700.701-706.000	OVERTIME	156	6,000	6,000	6,000
101-700.701-709.000	ICMA CONTRIBUTION	937	1,900	1,900	938
101-700.701-710.000	LONGEVITY	1,297			320
101-700.701-714.000	FICA	24,181	28,100	29,064	30,874
101-700.701-715.000	HEALTH INSURANCE	59,321	65,000	65,000	71,851
101-700.701-715.010	FLEXIBLE BENEFIT	1,125	3,375	3,375	3,375
101-700.701-716.000	LIFE/DISABILITY INSURANCE	1,598	2,100	2,100	2,113
101-700.701-717.000	PENSION	23,216	31,000	31,000	35,000
101-700.701-717.500	VantageCare	5,989	6,800	6,800	7,606
101-700.701-718.000	WORKERS COMPENSATION	1,567	2,500	2,500	2,651
101-700.701-728.000	OPERATING SUPPLIES	406	2,500	1,000	1,500
101-700.701-750.000	PUBLICATIONS	699	1,000	250	250
101-700.701-821.000	PROFESSIONAL SERVICES	23,862	40,000	10,000	50,000
101-700.701-825.000	PROFESSIONAL CONFERENCES/DUES	2,003	7,500	7,500	7,500
101-700.701-827.000	RADIO MAINTENANCE	1,430	2,000	2,000	2,000
101-700.701-870.000	MILEAGE		300	300	300
101-700.701-942.000	EQUIPMENT RENTAL	4,635	4,635	4,635	4,635
NET OF REVENUES/APPROPRIATIONS - 700.701 - DEV. - PLANNING/ADMIN.		(497,423)	(565,710)	(542,024)	(623,233)
Dept 700.703 - DEV. - BUILDING DIVISION					
101-700.703-701.000	SALARIES	387,097	422,000	439,575	486,898
101-700.703-701.080	SALARIES - TEMPORARY	5,016	6,000	4,000	6,000
101-700.703-702.000	SICK LEAVE INCENTIVE PAY	824	840	840	950
101-700.703-706.000	OVERTIME	312		200	
101-700.703-709.000	ICMA CONTRIBUTION	1,063	1,100	1,100	1,313
101-700.703-710.000	LONGEVITY	4,278	2,900	2,900	3,200
101-700.703-714.000	FICA	30,724	33,200	35,545	38,125
101-700.703-715.000	HEALTH INSURANCE	36,441	38,000	38,000	54,231
101-700.703-715.010	FLEXIBLE BENEFIT	12,375	10,125	10,125	14,625
101-700.703-716.000	LIFE/DISABILITY INSURANCE	1,446	1,900	1,900	2,466
101-700.703-717.000	PENSION	28,226	30,000	30,000	42,000
101-700.703-717.500	VantageCare	6,295	6,300	6,300	8,876
101-700.703-718.000	WORKERS COMPENSATION	1,567	2,900	2,900	3,910
101-700.703-728.000	OPERATING SUPPLIES	1,457	1,250	1,250	1,250
101-700.703-750.000	PUBLICATIONS		1,000	1,000	
101-700.703-825.000	PROFESSIONAL CONFERENCES/DUES	2,268	3,000	3,000	6,000
101-700.703-827.000	RADIO MAINTENANCE	479	750	750	750
101-700.703-870.000	MILEAGE	42			
101-700.703-942.000	EQUIPMENT RENTAL	23,155	23,155	23,155	23,155
NET OF REVENUES/APPROPRIATIONS - 700.703 - DEV. - BUILDING DIVISION		(543,065)	(584,420)	(602,540)	(693,749)
Dept 700.728 - MERIDIAN REDEVELOPMENT					
101-700.728-821.000	PROFESSIONAL SERVICES	26,349	2,000,000		1,250,000
101-700.728-880.000	COMMUNITY PROMOTION	486,700			
NET OF REVENUES/APPROPRIATIONS - 700.728 - MERIDIAN REDEVELOPMENT		(513,049)	(2,000,000)		(1,250,000)
Dept 750.752 - PARK COMMISSION					
101-750.752-701.090	SALARIES-APPOINTED OFFICIALS	2,305	3,750	3,750	3,750
101-750.752-714.000	FICA	176	300	300	300
101-750.752-718.000	WORKERS COMPENSATION	6	10	10	10
101-750.752-728.000	OPERATING SUPPLIES	115	600	600	600
101-750.752-825.000	PROFESSIONAL CONFERENCES/DUES	123	1,600	1,600	1,600
NET OF REVENUES/APPROPRIATIONS - 750.752 - PARK COMMISSION		(2,725)	(6,260)	(6,260)	(6,260)

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Dept 750.753 - PARKS AND RECREATION ADMIN.					
101-750.753-701.000	SALARIES	68,432	76,300	76,300	89,646
101-750.753-701.080	SALARIES - TEMPORARY	978	12,936	12,936	11,700
101-750.753-706.000	OVERTIME	2,370	5,000	4,319	5,000
101-750.753-709.000	ICMA CONTRIBUTION	125	275	125	125
101-750.753-710.000	LONGEVITY	640	640	640	640
101-750.753-714.000	FICA	5,431	7,300	3,831	8,194
101-750.753-715.000	HEALTH INSURANCE	7,684	10,100	10,000	10,508
101-750.753-715.010	FLEXIBLE BENEFIT	563			
101-750.753-716.000	LIFE/DISABILITY INSURANCE	342	450	450	538
101-750.753-717.000	PENSION	6,593	6,400	6,400	7,500
101-750.753-717.500	VantageCare	1,363	1,500	1,500	1,793
101-750.753-718.000	WORKERS COMPENSATION	467	875	875	2,366
101-750.753-728.000	OPERATING SUPPLIES	1,520	4,000	4,000	4,000
101-750.753-750.000	PUBLICATIONS	60			
101-750.753-821.000	PROFESSIONAL SERVICES				6,500
101-750.753-825.000	PROFESSIONAL CONFERENCES/DUES	305	1,550	1,550	1,550
101-750.753-870.000	MILEAGE	17	50	50	
101-750.753-880.000	COMMUNITY PROMOTION	7,650	29,000	29,000	33,100
101-750.753-882.500	Recreation Program Expenses	26,903	50,000	50,000	50,000
101-750.753-975.000	PARK DEVELOPMENT		5,000	5,000	
NET OF REVENUES/APPROPRIATIONS - 750.753 - PARKS AND RECREATION ADMIN.		(131,443)	(211,376)	(206,976)	(233,160)
Dept 750.754 - Recreation					
101-750.754-701.000	SALARIES	58,680	59,200	59,200	64,225
101-750.754-701.080	SALARIES - TEMPORARY	4,089	16,000	16,000	18,000
101-750.754-706.000	OVERTIME	3,521	5,000	5,500	5,500
101-750.754-709.000	ICMA CONTRIBUTION	250	250	250	250
101-750.754-710.000	LONGEVITY	1,280	1,280	1,280	1,280
101-750.754-714.000	FICA	4,858	6,400	6,400	6,828
101-750.754-715.000	HEALTH INSURANCE	6,547	7,600	7,600	7,841
101-750.754-716.000	LIFE/DISABILITY INSURANCE	266	350	350	385
101-750.754-717.000	PENSION	5,788	6,400	6,400	7,000
101-750.754-717.500	VantageCare	1,158	1,200	1,200	1,284
101-750.754-718.000	WORKERS COMPENSATION	1,259	2,325	2,325	2,516
101-750.754-825.000	PROFESSIONAL CONFERENCES/DUES	100	2,000	2,000	2,000
101-750.754-870.000	MILEAGE		50	50	100
101-750.754-882.500	Recreation Program Expenses	14,677	15,000	15,000	20,000
101-750.754-882.501	Sporties for Shorties	1,019	2,000	2,000	2,500
101-750.754-882.507	ADULT SPORTS	131	3,000	3,500	4,000
101-750.754-882.601	Oaks Soccer	7,791	13,000	13,000	14,000
101-750.754-882.602	Oaks Football	2,175	2,700	2,700	3,000
101-750.754-882.801	HYRA Basketball		8,400	5,400	5,800
101-750.754-882.802	HYRA Baseball/Softball	45	2,000	1,330	1,300
101-750.754-882.803	HYRA Flag Football	1,500	1,500	2,500	2,800
101-750.754-882.804	HYRA Soccer	2,419	2,500	2,500	2,800
101-750.754-882.805	HYRA - Misc.	5,999	14,000	14,000	15,000
101-750.754-882.910	YOUTH BASEBALL/SOFTBALL	11,519	21,000	21,000	21,000
101-750.754-882.950	WILLIAMSTON REC EXPENDITURES	2,060	7,000	7,000	7,000
101-750.754-955.000	MISCELLANEOUS	12,845	20,000	20,000	20,000
NET OF REVENUES/APPROPRIATIONS - 750.754 - Recreation		(149,976)	(220,155)	(218,485)	(236,409)
Dept 750.758 - Park Maintenance					
101-750.758-701.000	SALARIES	121,922	135,000	135,000	151,911
101-750.758-701.080	SALARIES - TEMPORARY	8,683	16,800	16,800	19,200
101-750.758-702.020	AFTER-HOURS RESPONSE STIPEND			400	400
101-750.758-706.000	OVERTIME	3,990	6,000	6,000	6,000
101-750.758-709.000	ICMA CONTRIBUTION	675	675	675	675
101-750.758-710.000	LONGEVITY	832		832	896
101-750.758-714.000	FICA	11,531	12,368	12,368	14,295
101-750.758-715.000	HEALTH INSURANCE	34,326	39,000	39,000	34,974
101-750.758-715.010	FLEXIBLE BENEFIT	900	900	900	900
101-750.758-716.000	LIFE/DISABILITY INSURANCE	552	800	800	911
101-750.758-717.000	PENSION	10,050	12,000	12,000	12,250
101-750.758-717.500	VantageCare	2,486	2,600	2,600	3,038
101-750.758-718.000	WORKERS COMPENSATION	2,238	4,000	4,000	5,512
101-750.758-723.000	AUTO ALLOWANCE	7,200	7,200	7,200	7,200
101-750.758-727.000	LICENSES	5,850	3,000	3,500	6,300
101-750.758-728.000	OPERATING SUPPLIES	28,772	50,000	50,000	65,000

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
101-750.758-760.000	UNIFORMS	74	650	650	800
101-750.758-761.000	CLOTHING ALLOWANCE	2,070	1,875	1,875	1,875
101-750.758-820.000	CONTRACTUAL SERVICES	15,310	20,000	20,000	65,000
101-750.758-825.000	PROFESSIONAL CONFERENCES/DUES		500		600
101-750.758-827.000	RADIO MAINTENANCE	1,026	700	700	700
101-750.758-828.000	SOLID WASTE CONTAINER SERVICES		3,900		3,000
101-750.758-934.000	GROUNDS MAINTENANCE	5,963	16,000	16,000	16,000
101-750.758-936.000	EQUIPMENT MAINTENANCE	233	750		
101-750.758-942.000	EQUIPMENT RENTAL	60,140	60,150	60,150	60,150
101-750.758-979.000	MACHINERY AND EQUIPMENT	1,872	2,500	2,500	7,000
NET OF REVENUES/APPROPRIATIONS - 750.758 - Park Maintenance		(326,695)	(397,368)	(393,950)	(484,587)
Dept 750.775 - COMMUNITY ACTIVITIES					
101-750.775-880.000	COMMUNITY PROMOTION	125,140	6,000	6,000	6,000
101-750.775-880.050	FUNDRAISER	590			
101-750.775-883.000	MEALS ON WHEELS		5,000	5,000	5,000
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		(137,430)	(22,700)	(22,700)	(22,700)
Dept 750.800 - ASSOCIATIONS AND AUTHORITIES					
101-750.800-825.010	CONVENTION/VISITORS BUREAU		3,700	3,700	3,700
101-750.800-825.020	TRI-COUNTY REGIONAL PLANNING	20,185	22,000	22,000	22,000
101-750.800-825.040	CHAMBER OF COMMERCE	340	400	415	425
101-750.800-825.060	MICHIGAN TOWNSHIPS ASSOCIATION	7,114	7,200	7,620	8,000
101-750.800-825.080	MICHIGAN MUNICIPAL LEAGUE	8,704	9,000	9,000	9,000
101-750.800-825.095	LEAP INC	15,000	15,000	15,000	15,000
NET OF REVENUES/APPROPRIATIONS - 750.800 - ASSOCIATIONS AND AUTHORITIES		(51,343)	(57,300)	(57,735)	(58,125)
Dept 750.806 - CABLE TV					
101-750.806-701.000	SALARIES	173,015	180,000	187,800	198,529
101-750.806-701.080	SALARIES - TEMPORARY	2,967	6,000	6,000	32,500
101-750.806-706.000	OVERTIME	209	2,000	2,000	2,000
101-750.806-709.000	ICMA CONTRIBUTION	750	750	750	750
101-750.806-710.000	LONGEVITY	960	960	960	320
101-750.806-714.000	FICA	14,170	14,200	14,797	17,909
101-750.806-715.000	HEALTH INSURANCE	12,007	11,700	11,700	31,150
101-750.806-715.010	FLEXIBLE BENEFIT	9,000	9,000	9,000	4,500
101-750.806-716.000	LIFE/DISABILITY INSURANCE	761	1,050	1,050	1,203
101-750.806-717.000	PENSION	17,101	18,000	18,000	20,100
101-750.806-717.500	VantageCare	3,420	3,500	3,500	4,011
101-750.806-718.000	WORKERS COMPENSATION	459	800	800	1,152
101-750.806-728.000	OPERATING SUPPLIES	496	500	500	650
101-750.806-750.000	PUBLICATIONS	11,309	15,000	15,000	13,700
101-750.806-820.000	CONTRACTUAL SERVICES	68,028	82,500	86,500	84,150
101-750.806-825.000	PROFESSIONAL CONFERENCES/DUES	9,256	13,400	13,400	13,900
101-750.806-870.000	MILEAGE		100	100	100
101-750.806-880.000	COMMUNITY PROMOTION	1,696	3,600	3,600	3,600
101-750.806-890.000	Special Events	1,840	5,000	5,000	5,000
101-750.806-936.000	EQUIPMENT MAINTENANCE		500	500	500
101-750.806-955.000	MISCELLANEOUS	456	500	500	500
101-750.806-980.000	OFFICE EQUIPMENT & FURNITURE	766			500
101-750.806-980.010	VIDEO PRODUCTION EQUIPMENT	11,753	20,000	20,000	29,000
NET OF REVENUES/APPROPRIATIONS - 750.806 - CABLE TV		(340,419)	(389,060)	(401,457)	(465,724)
Dept 900.901 - CAPITAL OUTLAY					
101-900.901-821.000	PROFESSIONAL SERVICES	3,570	205,000	115,000	
101-900.901-974.000	CONSTRUCTION/IMPROVEMENTS	530,555	305,000	700,000	501,200
101-900.901-980.015	New Computer Workstations		7,800	5,200	9,000
101-900.901-980.020	HARDWARE	40,149	68,000		
101-900.901-980.040	Network Upgrades	12,063	500,000	15,000	
101-900.901-980.050	Server Upgrades	5,492	27,500	27,500	
101-900.901-980.070	Mobile Data Units	30,523	19,500	39,000	8,500
NET OF REVENUES/APPROPRIATIONS - 900.901 - CAPITAL OUTLAY		(622,352)	(1,132,800)	(901,700)	(518,700)
Dept 965.966 - OPERATING TRANSFERS OUT					
101-965.966-995.008	TRANSFER-OUT TO LOCAL ROADS FUND	280,000	280,000	280,000	280,000
101-965.966-995.009	TRANSFER OUT TO MP FOR POLICE & FIRE	231,300	250,000	250,000	250,000
NET OF REVENUES/APPROPRIATIONS - 965.966 - OPERATING TRANSFERS OUT		(511,300)	(530,000)	(530,000)	(530,000)

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
ESTIMATED REVENUES - FUND 101		25,760,903	24,251,610	26,109,605	25,585,700
APPROPRIATIONS - FUND 101		22,801,152	26,945,969	25,335,663	27,169,291
NET OF REVENUES/APPROPRIATIONS - FUND 101		2,959,751	(2,694,359)	773,942	(1,583,591)
BEGINNING FUND BALANCE		10,205,759	13,165,516	13,165,516	13,939,458
ENDING FUND BALANCE		13,165,510	10,471,157	13,939,458	12,355,867

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 204 - LOCAL ROADS					
Dept 000.000					
204-000.000-402.000	CURRENT PROPERTY TAXES	2,560		1,010	1,010
204-000.000-412.000	DELINQUENT PROPERTY TAXES	106			
204-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE			6,251	
204-000.000-581.000	OTHER INTRGOVTL REVENUE		172,500	345,000	172,500
204-000.000-665.000	INTEREST	109,573	50,000	50,000	300,000
204-000.000-696.000	OTHR FINANCING SRCE-BOND PROCEEDS			12,934,102	
204-000.000-699.000	OPERATING TRANSFER IN	280,000	280,000	280,000	280,000
204-000.000-821.000	PROFESSIONAL SERVICES	376,461	450,000	450,000	452,500
204-000.000-974.000	CONSTRUCTION/IMPROVEMENTS	2,918,735	3,500,000	3,512,700	4,500,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		(2,902,957)	(3,447,500)	9,653,663	(4,198,990)
ESTIMATED REVENUES - FUND 204		392,239	502,500	13,616,363	753,510
APPROPRIATIONS - FUND 204		3,295,196	3,950,000	3,962,700	4,952,500
NET OF REVENUES/APPROPRIATIONS - FUND 204		(2,902,957)	(3,447,500)	9,653,663	(4,198,990)
BEGINNING FUND BALANCE		7,572,942	4,669,985	4,669,985	14,323,648
ENDING FUND BALANCE		4,669,985	1,222,485	14,323,648	10,124,658

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 208 - PARK MILLAGE					
Dept 000.000					
208-000.000-405.030	PARK MILLAGE	1,229,742	1,256,000	1,258,602	1,280,000
208-000.000-412.000	DELINQUENT PROPERTY TAXES	996	250	375	250
208-000.000-566.020	CTL PK N PHASE 2 GRANT REVENUE	128,296		27,250	
208-000.000-566.030	HARRIS CENTER GRANT REVENUE	95,000		5,000	
208-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE			5,597	5,600
208-000.000-581.000	OTHER INTRGOVTL REVENUE	150,000	175,000		
208-000.000-665.000	INTEREST	1,243	1,500	1,000	1,000
208-000.000-667.000	RENTALS	19,098	15,000	15,000	15,000
208-000.000-667.020	HARRIS CENTER	32,669	30,000	55,000	55,000
208-000.000-667.060	DOG PARKS	10,821	8,000	8,000	8,000
208-000.000-674.150	DONATIONS	29,000		1,500	500
NET OF REVENUES/APPROPRIATIONS - 000.000 -		1,696,865	1,485,750	1,377,324	1,365,350
Dept 750.753 - PARKS AND RECREATION ADMIN.					
208-750.753-701.000	SALARIES	108,180	117,000	117,000	134,265
208-750.753-701.080	SALARIES - TEMPORARY	13,396	12,935	12,935	12,600
208-750.753-706.000	OVERTIME	22	400	400	400
208-750.753-709.000	ICMA CONTRIBUTION	300	300	300	300
208-750.753-710.000	LONGEVITY	1,120	1,120	1,120	1,120
208-750.753-714.000	FICA	9,382	10,100	10,100	11,374
208-750.753-715.000	HEALTH INSURANCE	13,745	14,200	14,200	14,553
208-750.753-715.010	FLEXIBLE BENEFIT	2,813	2,250	2,250	2,250
208-750.753-716.000	LIFE/DISABILITY INSURANCE	517	700	700	806
208-750.753-717.000	PENSION	10,347	10,500	10,500	11,600
208-750.753-717.500	VantageCare	2,154	2,300	2,300	2,685
208-750.753-718.000	WORKERS COMPENSATION	1,259	2,300	2,300	2,961
208-750.753-728.000	OPERATING SUPPLIES	898	1,200	1,200	1,200
208-750.753-821.000	PROFESSIONAL SERVICES		10,000	10,000	20,000
208-750.753-825.000	PROFESSIONAL CONFERENCES/DUES	375	1,750	1,750	1,750
208-750.753-870.000	MILEAGE	40	300	300	300
208-750.753-880.000	COMMUNITY PROMOTION	660	4,000	4,000	4,000
208-750.753-965.000	Property Taxes	867	900	1,085	1,150
NET OF REVENUES/APPROPRIATIONS - 750.753 - PARKS AND RECREATION ADMIN.		(166,075)	(192,255)	(192,440)	(223,314)
Dept 750.756 - Harris Nature Center					
208-750.756-701.000	SALARIES	74,440	75,500	75,500	87,328
208-750.756-701.080	SALARIES - TEMPORARY	20,047	25,000	25,000	33,400
208-750.756-706.000	OVERTIME	3,390	2,000	3,000	3,000
208-750.756-709.000	ICMA CONTRIBUTION	350	350	350	350
208-750.756-710.000	LONGEVITY	384	384	384	512
208-750.756-714.000	FICA	7,626	8,000	8,000	9,531
208-750.756-715.000	HEALTH INSURANCE	19,463	21,800	21,800	22,370
208-750.756-715.010	FLEXIBLE BENEFIT	1,800	1,800	1,800	1,800
208-750.756-716.000	LIFE/DISABILITY INSURANCE	320	450	450	524
208-750.756-717.000	PENSION	7,403	7,800	7,800	8,900
208-750.756-717.500	VantageCare	1,481	1,500	1,500	1,747
208-750.756-718.000	WORKERS COMPENSATION	895	1,700	1,700	2,900
208-750.756-728.000	OPERATING SUPPLIES	10,057	14,000	14,000	18,000
208-750.756-750.000	PUBLICATIONS	60			
208-750.756-820.000	CONTRACTUAL SERVICES	6,767	9,000	19,400	15,200
208-750.756-820.020	SEWER CLEANING-SANITARY	400			
208-750.756-825.000	PROFESSIONAL CONFERENCES/DUES	482	2,000	2,000	2,000
208-750.756-870.000	MILEAGE		500	500	500
208-750.756-920.000	UTILITIES-ELECTRIC/GAS/WATER	9,383	8,000	10,000	10,000
208-750.756-934.000	GROUPS MAINTENANCE	105			
208-750.756-974.000	CONSTRUCTION/IMPROVEMENTS			15,000	15,000
NET OF REVENUES/APPROPRIATIONS - 750.756 - Harris Nature Center		(164,853)	(179,784)	(208,184)	(233,062)
Dept 750.758 - Park Maintenance					
208-750.758-701.000	SALARIES	143,137	150,000	150,000	168,194
208-750.758-701.080	SALARIES - TEMPORARY	4,671	8,400	8,400	9,600
208-750.758-706.000	OVERTIME	2,274	6,000	6,000	6,000
208-750.758-709.000	ICMA CONTRIBUTION	800	800	800	800
208-750.758-710.000	LONGEVITY	192	850	850	896
208-750.758-714.000	FICA	12,208	13,200	13,200	14,867
208-750.758-715.000	HEALTH INSURANCE	56,339	63,000	63,000	65,547
208-750.758-715.010	FLEXIBLE BENEFIT	900	900	900	900

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
208-750.758-716.000	LIFE/DISABILITY INSURANCE	647	900	900	1,009
208-750.758-717.000	PENSION	5,633	7,000	7,000	8,600
208-750.758-717.500	VantageCare	2,927	3,000	3,000	3,364
208-750.758-718.000	WORKERS COMPENSATION	2,238	4,400	4,400	5,401
208-750.758-727.000	LICENSES	6,600	4,750	4,750	6,600
208-750.758-728.000	OPERATING SUPPLIES	25,004	50,000	50,000	65,000
208-750.758-761.000	CLOTHING ALLOWANCE	2,375	2,250	2,250	2,250
208-750.758-819.000	TRAINING	1,268	1,000	1,000	1,000
208-750.758-820.000	CONTRACTUAL SERVICES	17,563	49,000	49,000	75,000
208-750.758-820.020	SEWER CLEANING-SANITARY	450	2,000	2,000	2,000
208-750.758-825.000	PROFESSIONAL CONFERENCES/DUES				600
208-750.758-827.000	RADIO MAINTENANCE	1,799	1,000	1,000	1,000
208-750.758-828.000	SOLID WASTE CONTAINER SERVICES				2,500
208-750.758-920.000	UTILITIES-ELECTRIC/GAS/WATER	5,095	4,000	2,000	2,000
208-750.758-934.000	GROUNDS MAINTENANCE	9,934	10,000	10,000	20,000
208-750.758-936.000	EQUIPMENT MAINTENANCE		600	600	600
208-750.758-950.000	Vehicle Charges	75,175	75,175	75,175	75,175
208-750.758-956.095	DOG PARK EXPENSE	4,290	5,000	5,000	5,500
208-750.758-979.000	MACHINERY AND EQUIPMENT	1,144	2,500	2,500	7,000
NET OF REVENUES/APPROPRIATIONS - 750.758 - Park Maintenance		(382,663)	(465,725)	(463,725)	(551,403)
Dept 750.759 - Park Development					
208-750.759-934.000	GROUNDS MAINTENANCE	395			
208-750.759-971.000	LAND ACQUISITION	153,023			
208-750.759-974.000	CONSTRUCTION/IMPROVEMENTS	427,597	638,000	500,000	200,000
NET OF REVENUES/APPROPRIATIONS - 750.759 - Park Development		(581,015)	(638,000)	(500,000)	(200,000)
Dept 965.966 - OPERATING TRANSFERS OUT					
208-965.966-995.000	TRANSFERS OUT	50,000			
NET OF REVENUES/APPROPRIATIONS - 965.966 - OPERATING TRANSFERS OUT		(50,000)			
ESTIMATED REVENUES - FUND 208		1,696,865	1,485,750	1,377,324	1,365,350
APPROPRIATIONS - FUND 208		1,344,606	1,475,764	1,364,349	1,207,779
NET OF REVENUES/APPROPRIATIONS - FUND 208		352,259	9,986	12,975	157,571
BEGINNING FUND BALANCE		(133,996)	218,263	218,263	231,238
ENDING FUND BALANCE		218,263	228,249	231,238	388,809

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 211 - PARK RESTRICTED/DESIGNATED					
Dept 000.000					
211-000.000-581.000	GRANT REVENUE - LOCAL	3,000			
211-000.000-647.050	SPONSOR REVENUE		10,000	37,428	35,000
211-000.000-665.000	INTEREST	283	300	300	300
211-000.000-667.030	FARM MARKET	27,954	18,000	18,000	18,000
211-000.000-667.035	MARKET VENDOR REV	49,789	35,000	45,000	45,000
211-000.000-674.100	DONATIONS-HNC	4,714	4,000	4,000	4,000
211-000.000-674.150	DONATIONS	15,200	10,000	15,000	15,000
211-000.000-701.010	SALARY - FARM MARKET	12,802	13,260	13,260	21,616
211-000.000-714.000	FICA	979	1,020	1,020	1,654
211-000.000-718.000	WORKERS COMPENSATION	56	100	100	177
211-000.000-886.600	HNC EXPENDITURES	36	1,000	10,000	
211-000.000-892.000	CELEBRATE DOWNTOWN - SPONSORED EXPENSE		50,000	45,000	50,000
211-000.000-956.080	FARM MARKET	44,008	25,000	25,000	25,000
211-000.000-975.000	PARK DEVELOPMENT	18,007	10,000	15,000	15,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		25,052	(23,080)	10,348	3,853
ESTIMATED REVENUES - FUND 211		100,940	77,300	119,728	117,300
APPROPRIATIONS - FUND 211		75,888	100,380	109,380	113,447
NET OF REVENUES/APPROPRIATIONS - FUND 211		25,052	(23,080)	10,348	3,853
BEGINNING FUND BALANCE		143,233	168,286	168,286	178,634
ENDING FUND BALANCE		168,285	145,206	178,634	182,487

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 214 - FIRE RESTRICTED/DESIGNATED					
Dept 000.000					
214-000.000-502.000	GRANT REVENUE - FEDERAL			43,820	
214-000.000-665.000	INTEREST	7		5	5
214-000.000-674.035	DONATIONS RESTRIC. FF COMMUNITY OUTREACH	1,302			
214-000.000-979.500	EQUIPMENT - GRANT FUNDED			47,250	
NET OF REVENUES/APPROPRIATIONS - 000.000 -		1,309		(3,425)	5
ESTIMATED REVENUES - FUND 214		1,309		43,825	5
APPROPRIATIONS - FUND 214				47,250	
NET OF REVENUES/APPROPRIATIONS - FUND 214		1,309		(3,425)	5
BEGINNING FUND BALANCE		5,084	6,393	6,393	2,968
ENDING FUND BALANCE		6,393	6,393	2,968	2,973

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
<b>Fund 216 - PEDESTRIAN BIKEPATH MILLAGE</b>					
Dept 000.000					
216-000.000-403.000	BIKE PATH COLLECTIONS	616,978	628,000	628,600	640,000
216-000.000-412.000	DELINQUENT PROPERTY TAXES	500	100	205	100
216-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE			2,806	2,810
216-000.000-581.000	OTHER INTRGOVTL REVENUE	748,823	3,337,000	3,337,000	2,756,000
216-000.000-665.000	INTEREST	3,257	2,000	4,000	2,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		1,369,558	3,967,100	3,972,611	3,400,910
Dept 440.450 - PEDESTRIAN BIKEPATH					
216-440.450-701.000	SALARIES	38,840	40,000	45,697	49,627
216-440.450-701.080	SALARIES - TEMPORARY	5,454	12,000	12,000	14,000
216-440.450-706.000	OVERTIME	1,783	2,000	2,000	2,000
216-440.450-709.000	ICMA CONTRIBUTION	163	165	165	165
216-440.450-710.000	LONGEVITY	784	785	785	832
216-440.450-714.000	FICA	3,756	4,400	4,517	5,232
216-440.450-715.000	HEALTH INSURANCE	8,914	10,500	10,500	10,743
216-440.450-715.010	FLEXIBLE BENEFIT	675	675	675	675
216-440.450-716.000	LIFE/DISABILITY INSURANCE	228	300	300	310
216-440.450-717.000	PENSION	6,814	7,300	7,300	7,450
216-440.450-717.500	VantageCare	788	800	800	993
216-440.450-718.000	WORKERS COMPENSATION	1,063	1,650	1,650	2,018
216-440.450-727.000	LICENSES	4,559	5,000	5,000	1,400
216-440.450-728.000	OPERATING SUPPLIES	1,031	1,500	3,000	1,500
216-440.450-761.000	CLOTHING ALLOWANCE	375	500	500	375
216-440.450-820.000	CONTRACTUAL SERVICES	15,675	60,000	62,300	60,000
216-440.450-950.000	Vehicle Charges	63,675	63,675	63,675	63,675
216-440.450-957.000	ADMINISTRATIVE	40,000	40,000	40,000	40,000
216-440.450-974.000	CONSTRUCTION/IMPROVEMENTS	631,280	3,945,000	4,240,800	4,087,000
NET OF REVENUES/APPROPRIATIONS - 440.450 - PEDESTRIAN BIKEPATH		(825,857)	(4,196,250)	(4,501,664)	(4,347,995)
ESTIMATED REVENUES - FUND 216		1,369,558	3,967,100	3,972,611	3,400,910
APPROPRIATIONS - FUND 216		825,857	4,196,250	4,501,664	4,347,995
NET OF REVENUES/APPROPRIATIONS - FUND 216		543,701	(229,150)	(529,053)	(947,085)
BEGINNING FUND BALANCE		1,496,081	2,039,780	2,039,780	1,510,727
ENDING FUND BALANCE		2,039,782	1,810,630	1,510,727	563,642

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 217 - LAND PRESERVATION MILLAGE					
Dept 000.000					
217-000.000-408.000	Land Preservation Millage	190,162	190,300	193,441	195,000
217-000.000-412.000	DELINQUENT PROPERTY TAXES	335	100	60	100
217-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE			848	850
217-000.000-665.000	INTEREST	8,466	8,000	10,000	8,000
217-000.000-669.000	Unrealized invest gain/loss	(5,966)			
217-000.000-669.100	INVESTMENT GAINS AND LOSSES	2,699		(4,500)	
217-000.000-701.000	SALARIES	69,298	70,500	70,500	109,188
217-000.000-706.000	OVERTIME	370	500	500	500
217-000.000-709.000	ICMA CONTRIBUTION	337	340	340	338
217-000.000-710.000	LONGEVITY	528	530	530	528
217-000.000-714.000	FICA	5,477	6,810	6,810	8,457
217-000.000-715.000	HEALTH INSURANCE	9,414	13,600	13,600	13,909
217-000.000-715.010	FLEXIBLE BENEFIT	2,475	2,475	2,475	2,475
217-000.000-716.000	LIFE/DISABILITY INSURANCE	304	420	420	481
217-000.000-717.000	PENSION	6,889	7,200	7,200	8,010
217-000.000-717.500	VantageCare	1,378	1,400	1,400	1,602
217-000.000-718.000	WORKERS COMPENSATION	280	500	500	1,871
217-000.000-728.000	OPERATING SUPPLIES	3,371	10,000	10,000	85,000
217-000.000-808.000	LEGAL FEES	4,662	5,000	5,000	5,000
217-000.000-821.000	PROFESSIONAL SERVICES	2,648	20,000	20,000	20,000
217-000.000-825.000	PROFESSIONAL CONFERENCES/DUES	100	1,000	1,000	1,000
217-000.000-870.000	MILEAGE		300	300	500
217-000.000-934.000	GROUNDS MAINTENANCE	6,134	30,000	30,000	30,000
217-000.000-965.000	Property Taxes	694	800	721	800
NET OF REVENUES/APPROPRIATIONS - 000.000 -		81,337	27,025	28,553	(85,709)
ESTIMATED REVENUES - FUND 217		195,696	198,400	199,849	203,950
APPROPRIATIONS - FUND 217		114,359	171,375	171,296	289,659
NET OF REVENUES/APPROPRIATIONS - FUND 217		81,337	27,025	28,553	(85,709)
BEGINNING FUND BALANCE		3,852,827	3,934,163	3,934,163	3,962,716
ENDING FUND BALANCE		3,934,164	3,961,188	3,962,716	3,877,007

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 218 - LAND PRESERVATION RESERVE FUND					
Dept 000.000					
218-000.000-665.000	INTEREST	80,457	40,000	40,000	40,000
218-000.000-669.000	Unrealized invest gain/loss	(59,169)			
218-000.000-669.100	INVESTMENT GAINS AND LOSSES	(17,177)			
218-000.000-934.000	GROUNDS MAINTENANCE	350		147	
NET OF REVENUES/APPROPRIATIONS - 000.000 -		3,761	40,000	39,853	40,000
ESTIMATED REVENUES - FUND 218		4,111	40,000	40,000	40,000
APPROPRIATIONS - FUND 218		350		147	
NET OF REVENUES/APPROPRIATIONS - FUND 218		3,761	40,000	39,853	40,000
BEGINNING FUND BALANCE		3,380,719	3,384,480	3,384,480	3,424,333
ENDING FUND BALANCE		3,384,480	3,424,480	3,424,333	3,464,333

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 223 - SENIOR CENTER MILLAGE					
Dept 000.000					
223-000.000-409.000	Community Services Millage	154,813	158,000	158,431	160,000
223-000.000-412.000	DELINQUENT PROPERTY TAXES	116	50	47	50
223-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE			705	705
223-000.000-665.000	INTEREST	716	500	600	500
223-000.000-728.000	OPERATING SUPPLIES	38			
223-000.000-820.000	CONTRACTUAL SERVICES	105,152	110,000	110,000	125,000
223-000.000-980.000	OFFICE EQUIPMENT & FURNITURE	4,951	8,000	8,000	15,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		45,504	40,550	41,783	21,255
ESTIMATED REVENUES - FUND 223		155,645	158,550	159,783	161,255
APPROPRIATIONS - FUND 223		110,141	118,000	118,000	140,000
NET OF REVENUES/APPROPRIATIONS - FUND 223		45,504	40,550	41,783	21,255
BEGINNING FUND BALANCE		297,204	342,709	342,709	384,492
ENDING FUND BALANCE		342,708	383,259	384,492	405,747

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 230 - CABLE TV					
Dept 000.000					
230-000.000-665.000	INTEREST	361	100	300	250
NET OF REVENUES/APPROPRIATIONS - 000.000 -		361	100	300	250
Dept 750.806 - CABLE TV					
230-750.806-715.000	HEALTH INSURANCE	3			
230-750.806-974.000	CONSTRUCTION/IMPROVEMENTS			63,400	20,000
230-750.806-980.010	VIDEO PRODUCTION EQUIPMENT	5,814			
NET OF REVENUES/APPROPRIATIONS - 750.806 - CABLE TV		(5,817)		(63,400)	(20,000)
ESTIMATED REVENUES - FUND 230		361	100	300	250
APPROPRIATIONS - FUND 230		5,817		63,400	20,000
NET OF REVENUES/APPROPRIATIONS - FUND 230		(5,456)	100	(63,100)	(19,750)
BEGINNING FUND BALANCE		221,731	216,275	216,275	153,175
ENDING FUND BALANCE		216,275	216,375	153,175	133,425

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 232 - POLICE RESTRICTED/DESIGNATED					
Dept 000.000					
232-000.000-502.000	GRANT REVENUE - FEDERAL	4,217	5,000	10,800	5,000
232-000.000-659.100	FORFEITURE REV-NARCOTICS	1,104			
232-000.000-665.000	INTEREST	114	100	100	100
232-000.000-674.050	POLICE TRAINING PA 302	4,499	7,000	7,000	7,000
232-000.000-760.000	UNIFORMS	4,564	5,000	5,000	5,000
232-000.000-955.082	MISCELLANEOUS VICTIMS RIGHTS			5,300	
232-000.000-956.040	POLICE TRAINING FUND PA 302	6,410	7,000	7,000	7,000
232-000.000-979.081	MACHINERY AND EQUIPMENT NAROTICS				18,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		(1,040)	100	600	(17,900)
ESTIMATED REVENUES - FUND 232		9,934	12,100	17,900	12,100
APPROPRIATIONS - FUND 232		10,974	12,000	17,300	30,000
NET OF REVENUES/APPROPRIATIONS - FUND 232		(1,040)	100	600	(17,900)
BEGINNING FUND BALANCE		70,280	69,239	69,239	69,839
ENDING FUND BALANCE		69,240	69,339	69,839	51,939

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND					
Dept 000.000					
243-000.000-540.100	GRANT REV - STATE	274,602			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		274,602			
Dept 000.003 - BRA - ELEVATION AT OKEMOS POINTE					
243-000.003-402.000	CURRENT PROPERTY TAXES	475,562		328,500	330,000
243-000.003-412.000	DELINQUENT PROPERTY TAXES	107			
NET OF REVENUES/APPROPRIATIONS - 000.003 - BRA - ELEVATION AT OKEMOS POINTE		475,669		328,500	330,000
Dept 700.707 - BROWNFIELD REDEVELOPMENT					
243-700.707-820.000	CONTRACTUAL SERVICES	430,427		300,000	
243-700.707-820.300	CONTRACTUAL SERVICES GRANT EXPENDITURE	272,802		1,800	
243-700.707-955.000	MISCELLANEOUS	76			
NET OF REVENUES/APPROPRIATIONS - 700.707 - BROWNFIELD REDEVELOPMENT		(703,305)		(301,800)	
ESTIMATED REVENUES - FUND 243		750,271		328,500	330,000
APPROPRIATIONS - FUND 243		703,305		301,800	
NET OF REVENUES/APPROPRIATIONS - FUND 243		46,966		26,700	330,000
BEGINNING FUND BALANCE			46,966	46,966	73,666
ENDING FUND BALANCE		46,966	46,966	73,666	403,666

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 244 - ECONOMIC DEVELOPMENT FUND					
Dept 000.000					
244-000.000-647.060	SPONSOR REVENUE			1,700	
244-000.000-665.000	INTEREST	27		20	20
244-000.000-674.150	DONATIONS	1,000			
244-000.000-698.000	BOND ISSUE COSTS	10,000		10,000	10,000
244-000.000-821.000	PROFESSIONAL SERVICES	5,000			
244-000.000-880.000	COMMUNITY PROMOTION	3,020		4,500	
NET OF REVENUES/APPROPRIATIONS - 000.000 -		3,007		7,220	10,020
ESTIMATED REVENUES - FUND 244		11,027		11,720	10,020
APPROPRIATIONS - FUND 244		8,020		4,500	
NET OF REVENUES/APPROPRIATIONS - FUND 244		3,007		7,220	10,020
BEGINNING FUND BALANCE		45,472	48,479	48,479	55,699
ENDING FUND BALANCE		48,479	48,479	55,699	65,719

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.000					
248-000.000-402.000	CURRENT PROPERTY TAXES	26,292	6,500	28,200	28,000
248-000.000-669.100	INVESTMENT GAINS AND LOSSES	124,500			
248-000.000-728.000	OPERATING SUPPLIES	1,453	3,000	3,000	3,000
248-000.000-993.000	DEBT SERVICE-INTEREST	(934)			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		150,273	3,500	25,200	25,000
ESTIMATED REVENUES - FUND 248		150,792	6,500	28,200	28,000
APPROPRIATIONS - FUND 248		519	3,000	3,000	3,000
NET OF REVENUES/APPROPRIATIONS - FUND 248		150,273	3,500	25,200	25,000
BEGINNING FUND BALANCE		(83,407)	66,865	66,865	92,065
ENDING FUND BALANCE		66,866	70,365	92,065	117,065

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 271 - LIBRARY MILLAGE					
Dept 000.000					
271-000.000-665.000	INTEREST	22	20	20	20
NET OF REVENUES/APPROPRIATIONS - 000.000 -		22	20	20	20
ESTIMATED REVENUES - FUND 271		22	20	20	20
APPROPRIATIONS - FUND 271					
NET OF REVENUES/APPROPRIATIONS - FUND 271		22	20	20	20
BEGINNING FUND BALANCE		13,536	13,558	13,558	13,578
ENDING FUND BALANCE		13,558	13,578	13,578	13,598

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 272 - COMMUNITY NEEDS FUND					
Dept 000.000					
272-000.000-665.000	INTEREST	151	100	150	100
272-000.000-674.060	DONATIONS - HRC EMER SERVICES	28,569	10,000	10,000	10,000
272-000.000-674.065	DONATIONS - REDI-RIDE	1,566	900	1,030	1,000
272-000.000-674.075	DONATIONS-BACK TO SCHOOL			5,750	
272-000.000-674.076	DONATIONS-HOLIDAY BASKETS	3,440			
272-000.000-674.077	DONATIONS -DESCHAINE MEMORIAL FUND	6,488			
272-000.000-956.070	EMERGENCY FUND	38,870	50,000	30,000	10,000
272-000.000-956.073	HOLIDAY BASKETS	200			
272-000.000-956.075	REDI-RIDE	1,800	900	1,200	1,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		(656)	(39,900)	(14,270)	100
ESTIMATED REVENUES - FUND 272		40,214	11,000	16,930	11,100
APPROPRIATIONS - FUND 272		40,870	50,900	31,200	11,000
NET OF REVENUES/APPROPRIATIONS - FUND 272		(656)	(39,900)	(14,270)	100
BEGINNING FUND BALANCE		106,923	106,267	106,267	91,997
ENDING FUND BALANCE		106,267	66,367	91,997	92,097

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 275 - REVOLVING ENERGY FUND					
Dept 000.000					
275-000.000-665.000	INTEREST	96		100	100
275-000.000-820.000	CONTRACTUAL SERVICES	2,866			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		(2,770)		100	100
ESTIMATED REVENUES - FUND 275					
		96		100	100
APPROPRIATIONS - FUND 275					
		2,866			
NET OF REVENUES/APPROPRIATIONS - FUND 275		(2,770)		100	100
BEGINNING FUND BALANCE		59,373	56,604	56,604	56,704
ENDING FUND BALANCE		56,603	56,604	56,704	56,804

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 277 - LAW ENFORCEMENT GRANTS					
Dept 000.000					
277-000.000-665.000	INTEREST	127	50	120	50
NET OF REVENUES/APPROPRIATIONS - 000.000 -		127	50	120	50
ESTIMATED REVENUES - FUND 277		127	50	120	50
APPROPRIATIONS - FUND 277					
NET OF REVENUES/APPROPRIATIONS - FUND 277		127	50	120	50
BEGINNING FUND BALANCE		76,405	76,532	76,532	76,652
ENDING FUND BALANCE		76,532	76,582	76,652	76,702

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 285 - AMERICAN RESCUE PLAN ACT - FUNDS					
Dept 000.000					
285-000.000-528.000	OTHER FEDERAL GRANTS			2,034,200	235,800
285-000.000-665.000	INTEREST			4,000	1,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -				2,038,200	236,800
Dept 900.901 - CAPITAL OUTLAY					
285-900.901-974.000	CONSTRUCTION/IMPROVEMENTS			1,300,000	
285-900.901-980.040	Network Upgrades			734,200	235,800
NET OF REVENUES/APPROPRIATIONS - 900.901 - CAPITAL OUTLAY				(2,034,200)	(235,800)
ESTIMATED REVENUES - FUND 285				2,038,200	236,800
APPROPRIATIONS - FUND 285				2,034,200	235,800
NET OF REVENUES/APPROPRIATIONS - FUND 285				4,000	1,000
BEGINNING FUND BALANCE					4,000
ENDING FUND BALANCE				4,000	5,000

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 288 - CATA Millage					
Dept 000.000					
288-000.000-407.000	CATA MILLAGE	368,064	376,500	376,000	385,000
288-000.000-412.000	DELINQUENT PROPERTY TAXES	223	50	120	50
288-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE			1,680	1,680
288-000.000-665.000	INTEREST	87	100	500	100
288-000.000-813.000	CATA Services	368,000	380,000	380,000	385,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		374	(3,350)	(1,700)	1,830
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ESTIMATED REVENUES - FUND 288		368,374	376,650	378,300	386,830
APPROPRIATIONS - FUND 288		368,000	380,000	380,000	385,000
NET OF REVENUES/APPROPRIATIONS - FUND 288		374	(3,350)	(1,700)	1,830
BEGINNING FUND BALANCE		9,692	10,066	10,066	8,366
ENDING FUND BALANCE		10,066	6,716	8,366	10,196

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 310 - ROADS DEBT RETIREMENT FUND					
Dept 000.000					
310-000.000-405.090	ROAD DEBT MILLAGE COLLECTION	3,629,391	3,700,000	3,706,000	3,790,000
310-000.000-412.000	DELINQUENT PROPERTY TAXES	2,286	1,000	1,215	1,000
310-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE			10,230	10,230
310-000.000-665.000	INTEREST	5,579	3,000	6,000	3,000
310-000.000-992.200	PRINCIPAL EXPENSE	3,165,000	3,360,000	3,360,000	3,165,000
310-000.000-993.000	DEBT SERVICE-INTEREST	402,500	244,250	244,250	727,920
NET OF REVENUES/APPROPRIATIONS - 000.000 -		69,756	99,750	119,195	(88,690)
ESTIMATED REVENUES - FUND 310					
		3,637,256	3,704,000	3,723,445	3,804,230
APPROPRIATIONS - FUND 310					
		3,567,500	3,604,250	3,604,250	3,892,920
NET OF REVENUES/APPROPRIATIONS - FUND 310					
		69,756	99,750	119,195	(88,690)
BEGINNING FUND BALANCE					
		884,162	953,918	953,918	1,073,113
ENDING FUND BALANCE					
		953,918	1,053,668	1,073,113	984,423

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 372 - FIRE STATION DEBT SERVICE					
Dept 000.000					
372-000.000-405.070	FIRE STATION MILLAGE COLLECTION	373,551	380,500	381,400	390,000
372-000.000-412.000	DELINQUENT PROPERTY TAXES	325	100	125	100
372-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE			1,075	1,075
372-000.000-665.000	INTEREST	839	500	1,000	500
372-000.000-992.200	PRINCIPAL EXPENSE	230,000	235,000	235,000	240,000
372-000.000-993.000	DEBT SERVICE-INTEREST	44,590	40,115	40,115	35,243
NET OF REVENUES/APPROPRIATIONS - 000.000 -		100,125	105,985	108,485	116,432
ESTIMATED REVENUES - FUND 372		374,715	381,100	383,600	391,675
APPROPRIATIONS - FUND 372		274,590	275,115	275,115	275,243
NET OF REVENUES/APPROPRIATIONS - FUND 372		100,125	105,985	108,485	116,432
BEGINNING FUND BALANCE		382,778	482,903	482,903	591,388
ENDING FUND BALANCE		482,903	588,888	591,388	707,820

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 446 - TIRF					
Dept 000.000					
446-000.000-665.000	INTEREST	5,573	5,000	5,000	5,000
446-000.000-665.040	INTEREST - SPECIAL ASSESSMENTS	35,454	35,000	45,000	45,000
446-000.000-677.000	SPECIAL ASSESSMENTS	231,858	210,000	676,000	680,000
446-000.000-972.020	LAKE LANSING WATERSHED	86,538	50,000	71,500	90,000
446-000.000-974.000	CONSTRUCTION/IMPROVEMENTS	258,376	50,000	50,000	50,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		(72,029)	150,000	604,500	590,000
ESTIMATED REVENUES - FUND 446		272,885	250,000	726,000	730,000
APPROPRIATIONS - FUND 446		344,914	100,000	121,500	140,000
NET OF REVENUES/APPROPRIATIONS - FUND 446		(72,029)	150,000	604,500	590,000
BEGINNING FUND BALANCE		1,032,592	960,562	960,562	1,565,062
ENDING FUND BALANCE		960,563	1,110,562	1,565,062	2,155,062

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 590 - SEWER FUND					
Dept 000.000					
590-000.000-595.000	Capital Contributions	27,550			
590-000.000-617.000	PUBLIC WORKS SERVICES	20,000	20,000	20,000	20,000
590-000.000-630.110	BILLING CHARGES-SEWER	140,781	125,000	125,000	300,000
590-000.000-631.000	SEWER CHARGES	6,185,273	7,111,500	7,111,500	7,822,650
590-000.000-631.010	LIFT STATION FEES	6,894	6,850	6,850	6,850
590-000.000-632.000	WATER AND SEWER PENALTIES	42,429	20,000	20,000	22,000
590-000.000-634.010	SEWER BENEFITS	10,916	8,000	8,000	8,000
590-000.000-635.000	SEWER INSPECTIONS	7,370	5,000	7,500	5,500
590-000.000-636.000	SEWER LICENSES	425		50	
590-000.000-644.000	CONNECTION FEES	209,731	100,000	192,000	110,000
590-000.000-645.000	ENGINEERING FEES	5,703	2,000	6,300	3,000
590-000.000-645.010	Inspection Charges	20,156	10,000	31,500	11,000
590-000.000-665.000	INTEREST	7,172	5,000	11,000	30,000
590-000.000-675.000	MISCELLANEOUS	316	1,000	1,000	500
590-000.000-717.600	PENSION EXPENSE - GASB 68	(37,997)			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		6,722,713	7,414,350	7,540,700	8,339,500
Dept 440.441 - WATER/SEWER ADMINISTRATION					
590-440.441-701.000	SALARIES	92,713	84,000	86,500	92,500
590-440.441-709.000	ICMA CONTRIBUTION	250	250	250	250
590-440.441-710.000	LONGEVITY	800	800	800	640
590-440.441-714.000	FICA	7,471	6,900	7,092	7,200
590-440.441-715.000	HEALTH INSURANCE	15,447	15,000	15,000	14,793
590-440.441-716.000	LIFE/DISABILITY INSURANCE	386	500	500	555
590-440.441-717.000	PENSION	12,191	13,200	13,200	13,350
590-440.441-717.500	VantageCare	1,636	1,650	1,650	1,850
590-440.441-718.000	WORKERS COMPENSATION	302	550	550	670
590-440.441-723.000	AUTO ALLOWANCE	4,800	4,800	4,800	4,800
590-440.441-728.000	OPERATING SUPPLIES	38			
590-440.441-807.000	AUDIT	8,000	8,000	8,000	8,000
590-440.441-819.000	TRAINING	45			
590-440.441-820.000	CONTRACTUAL SERVICES	11,080	15,000	15,000	16,000
590-440.441-825.000	PROFESSIONAL CONFERENCES/DUES	177	1,000	1,000	1,000
590-440.441-957.000	ADMINISTRATIVE	525,000	525,000	525,000	525,000
590-440.441-964.000	REFUNDS	75,000		75,000	75,000
NET OF REVENUES/APPROPRIATIONS - 440.441 - WATER/SEWER ADMINISTRATION		(755,336)	(676,650)	(754,342)	(761,608)
Dept 440.447 - ENGINEERING					
590-440.447-701.000	SALARIES	194,076	192,000	221,731	242,713
590-440.447-702.000	SICK LEAVE INCENTIVE PAY	811	1,000	1,000	859
590-440.447-706.000	OVERTIME	116	1,250	1,250	500
590-440.447-709.000	ICMA CONTRIBUTION	700	1,540	1,540	825
590-440.447-710.000	LONGEVITY	1,600	1,760	1,760	960
590-440.447-714.000	FICA	15,243	14,900	17,175	18,805
590-440.447-715.000	HEALTH INSURANCE	27,157	25,000	25,000	43,336
590-440.447-715.010	FLEXIBLE BENEFIT	4,163	5,850	5,850	4,500
590-440.447-716.000	LIFE/DISABILITY INSURANCE	533	700	700	1,408
590-440.447-717.000	PENSION	17,430	18,000	18,000	23,600
590-440.447-717.500	VantageCare	3,495	3,600	3,600	4,692
590-440.447-718.000	WORKERS COMPENSATION	750	1,300	1,300	1,915
590-440.447-727.000	LICENSES		2,000	2,000	1,000
590-440.447-728.000	OPERATING SUPPLIES	251	500	500	500
590-440.447-819.000	TRAINING	207	500	500	500
590-440.447-821.000	PROFESSIONAL SERVICES	2,256	20,000	20,000	20,000
590-440.447-825.000	PROFESSIONAL CONFERENCES/DUES	577	500	500	750
590-440.447-950.000	Vehicle Charges	15,335	15,335	15,335	15,335
NET OF REVENUES/APPROPRIATIONS - 440.447 - ENGINEERING		(284,700)	(305,735)	(337,741)	(382,198)
Dept 440.527 - SEWAGE TREATMENT					
590-440.527-820.000	CONTRACTUAL SERVICES	2,149,311	3,000,000	3,000,000	3,000,000
NET OF REVENUES/APPROPRIATIONS - 440.527 - SEWAGE TREATMENT		(2,149,311)	(3,000,000)	(3,000,000)	(3,000,000)
Dept 440.538 - SEWER MAINTENANCE					
590-440.538-701.000	SALARIES	198,207	250,000	270,284	250,912
590-440.538-701.080	SALARIES - TEMPORARY		5,000	5,000	5,000
590-440.538-702.020	AFTER-HOURS RESPONSE STIPEND			3,000	3,000
590-440.538-706.000	OVERTIME	8,716	10,000	10,000	10,000

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
590-440.538-709.000	ICMA CONTRIBUTION	1,063	1,100	1,100	1,063
590-440.538-710.000	LONGEVITY	560	880	880	880
590-440.538-714.000	FICA	17,324	21,650	22,565	21,575
590-440.538-715.000	HEALTH INSURANCE	74,020	74,000	74,000	91,056
590-440.538-715.010	FLEXIBLE BENEFIT	3,750	4,500	4,500	
590-440.538-716.000	LIFE/DISABILITY INSURANCE	902	1,475	1,475	1,505
590-440.538-717.000	PENSION	24,990	33,000	33,000	33,150
590-440.538-717.500	VantageCare	4,075	4,900	4,900	5,018
590-440.538-718.000	WORKERS COMPENSATION	2,238	4,000	4,000	5,057
590-440.538-727.000	LICENSES	12,154	35,000	35,000	11,175
590-440.538-728.000	OPERATING SUPPLIES	7,940	8,000	8,000	8,000
590-440.538-760.000	UNIFORMS	716	1,500	1,500	1,500
590-440.538-761.000	CLOTHING ALLOWANCE	3,000	3,000	3,000	3,000
590-440.538-806.000	CLAIM REIMBURSEMENT		2,000	2,000	2,000
590-440.538-819.000	TRAINING	1,716	16,000	16,000	16,000
590-440.538-820.000	CONTRACTUAL SERVICES	65,178	70,000	79,300	70,000
590-440.538-820.020	SEWER CLEANING-SANITARY		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		1,200	1,200	1,200
590-440.538-827.000	RADIO MAINTENANCE	1,599	7,400	7,400	7,400
590-440.538-920.000	UTILITIES-ELECTRIC/GAS/WATER	95,564	95,000	95,000	95,000
590-440.538-921.000	UTILITIES-TELEPHONE & DATA SERVICES		1,200	1,200	1,200
590-440.538-931.000	LIFT STATION REPAIRS	41,506	120,000	120,000	120,000
590-440.538-932.000	SEWER LINE REPAIRS	9,241	50,000	50,000	50,000
590-440.538-936.000	EQUIPMENT MAINTENANCE	4,264	7,000	7,000	7,000
590-440.538-950.000	Vehicle Charges	118,695	118,695	118,695	118,695
590-440.538-957.000	ADMINISTRATIVE		75,000		
590-440.538-968.000	DEPRECIATION	1,251,675			
590-440.538-979.000	MACHINERY AND EQUIPMENT	455	25,000	25,000	25,000
NET OF REVENUES/APPROPRIATIONS - 440.538 - SEWER MAINTENANCE		(1,949,548)	(1,048,500)	(1,006,999)	(967,386)
Dept 900.901 - CAPITAL OUTLAY					
590-900.901-974.000	CONSTRUCTION/IMPROVEMENTS	7,412	700,000	700,000	1,250,000
NET OF REVENUES/APPROPRIATIONS - 900.901 - CAPITAL OUTLAY		(7,412)	(700,000)	(700,000)	(1,250,000)
Dept 905.906 - DEBT SERVICE					
590-905.906-993.000	DEBT SERVICE-INTEREST	571,679	1,900,000	2,222,455	2,250,000
NET OF REVENUES/APPROPRIATIONS - 905.906 - DEBT SERVICE		(571,679)	(1,900,000)	(2,222,455)	(2,250,000)
ESTIMATED REVENUES - FUND 590		6,684,716	7,414,350	7,540,700	8,339,500
APPROPRIATIONS - FUND 590		5,679,989	7,630,885	8,021,537	8,611,192
NET OF REVENUES/APPROPRIATIONS - FUND 590		1,004,727	(216,535)	(480,837)	(271,692)
BEGINNING FUND BALANCE		26,489,865	27,494,596	27,494,596	27,013,759
ENDING FUND BALANCE		27,494,592	27,278,061	27,013,759	26,742,067

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 591 - WATER FUND					
Dept 000.000					
591-000.000-595.000	Capital Contributions	66,363			
591-000.000-617.000	PUBLIC WORKS SERVICES	20,000	20,000	20,000	20,000
591-000.000-630.000	WATER SALES	5,686,336	6,225,000	6,225,000	6,847,500
591-000.000-630.100	BILLING CHARGES	140,677	125,000	125,000	300,000
591-000.000-632.000	WATER AND SEWER PENALTIES	35,522	30,000	30,000	33,000
591-000.000-633.000	CUSTOMER INSTALLATION	80,705	75,000	75,000	82,500
591-000.000-634.000	WATER BENEFITS	20,708	20,000	35,500	22,000
591-000.000-635.100	Water Inspection	3,615	5,000	5,000	5,500
591-000.000-644.000	CONNECTION FEES	151,038	120,000	131,500	132,000
591-000.000-645.000	ENGINEERING FEES	5,703	5,000	6,250	6,875
591-000.000-645.010	Inspection Charges	25,145	20,000	29,700	35,000
591-000.000-665.000	INTEREST	99,967	5,000	17,500	30,000
591-000.000-667.100	RENTAL INCOME-ANTENNAS	29,399	30,000	30,000	30,432
591-000.000-669.000	Unrealized invest gain/loss	(61,440)			
591-000.000-675.000	MISCELLANEOUS	14,603	10,000	10,000	11,000
591-000.000-675.002	Misc-Construction meters	838	5,000	7,600	8,000
591-000.000-692.000	GAIN FROM JOINT VENTURE	371,954			
591-000.000-717.600	PENSION EXPENSE - GASB 68	(20,938)			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		6,712,071	6,695,000	6,748,050	7,563,807
Dept 440.441 - WATER/SEWER ADMINISTRATION					
591-440.441-701.000	SALARIES	82,465	80,000	82,500	92,500
591-440.441-709.000	ICMA CONTRIBUTION	250	250	250	250
591-440.441-710.000	LONGEVITY	800	800	800	640
591-440.441-714.000	FICA	6,687	6,300	6,492	7,200
591-440.441-715.000	HEALTH INSURANCE	12,035	14,000	14,000	14,793
591-440.441-716.000	LIFE/DISABILITY INSURANCE	329	500	500	555
591-440.441-717.000	PENSION	12,192	11,100	11,100	12,100
591-440.441-717.500	VantageCare	1,636	1,600	1,600	1,850
591-440.441-718.000	WORKERS COMPENSATION	448	800	800	670
591-440.441-723.000	AUTO ALLOWANCE	4,800	4,800	4,800	4,800
591-440.441-728.000	OPERATING SUPPLIES	169	100	100	100
591-440.441-807.000	AUDIT	8,000	8,000	8,000	8,000
591-440.441-820.000	CONTRACTUAL SERVICES	10,394	8,000	8,000	8,000
591-440.441-825.000	PROFESSIONAL CONFERENCES/DUES	28,403	40,000	40,000	40,000
591-440.441-955.000	MISCELLANEOUS	517	20,000	20,000	20,000
591-440.441-957.000	ADMINISTRATIVE	525,000	525,000	525,000	525,000
591-440.441-968.000	DEPRECIATION	750,490			
NET OF REVENUES/APPROPRIATIONS - 440.441 - WATER/SEWER ADMINISTRATION		(1,444,615)	(721,250)	(723,942)	(736,458)
Dept 440.447 - ENGINEERING					
591-440.447-701.000	SALARIES	177,575	190,000	219,731	242,713
591-440.447-702.000	SICK LEAVE INCENTIVE PAY	810	830	830	859
591-440.447-706.000	OVERTIME	71	1,300	1,300	1,300
591-440.447-709.000	ICMA CONTRIBUTION	700	1,540	1,540	825
591-440.447-710.000	LONGEVITY	1,600	1,760	1,760	960
591-440.447-714.000	FICA	13,976	14,900	17,175	18,836
591-440.447-715.000	HEALTH INSURANCE	26,945	25,000	25,000	43,336
591-440.447-715.010	FLEXIBLE BENEFIT	4,162	5,850	5,850	4,500
591-440.447-716.000	LIFE/DISABILITY INSURANCE	533	700	700	1,408
591-440.447-717.000	PENSION	17,408	18,000	18,000	23,600
591-440.447-717.500	VantageCare	3,490	2,600	2,600	4,692
591-440.447-718.000	WORKERS COMPENSATION	755	1,300	1,300	1,919
591-440.447-727.000	LICENSES		2,000	2,000	2,000
591-440.447-728.000	OPERATING SUPPLIES	1,423	1,500	1,500	1,500
591-440.447-819.000	TRAINING	392	500	500	500
591-440.447-825.000	PROFESSIONAL CONFERENCES/DUES	599	600	600	750
591-440.447-950.000	Vehicle Charges	15,335	15,335	15,335	15,335
NET OF REVENUES/APPROPRIATIONS - 440.447 - ENGINEERING		(265,774)	(283,715)	(315,721)	(365,033)
Dept 440.530 - WATER SUPPLY					
591-440.530-820.000	CONTRACTUAL SERVICES	3,479,226	3,405,000	3,405,000	3,405,000
NET OF REVENUES/APPROPRIATIONS - 440.530 - WATER SUPPLY		(3,479,226)	(3,405,000)	(3,405,000)	(3,405,000)
Dept 440.537 - WATER MAINTENANCE					
591-440.537-701.000	SALARIES	410,918	458,000	488,784	472,935
591-440.537-701.080	SALARIES - TEMPORARY		5,000	5,000	5,000

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
591-440.537-702.020	AFTER-HOURS RESPONSE STIPEND			10,200	10,000
591-440.537-706.000	OVERTIME	28,249	24,000	24,000	28,000
591-440.537-709.000	ICMA CONTRIBUTION	2,063	2,400	2,400	2,138
591-440.537-710.000	LONGEVITY	5,383	5,360	5,360	5,680
591-440.537-714.000	FICA	36,199	41,000	42,718	41,584
591-440.537-715.000	HEALTH INSURANCE	131,302	146,000	146,000	164,131
591-440.537-716.000	LIFE/DISABILITY INSURANCE	2,016	2,750	2,750	2,838
591-440.537-717.000	PENSION	84,899	95,000	95,000	95,150
591-440.537-717.500	VantageCare	8,510	9,000	9,000	9,459
591-440.537-718.000	WORKERS COMPENSATION	10,048	18,000	18,000	19,288
591-440.537-727.000	LICENSES	27,345	50,000	50,000	23,825
591-440.537-728.000	OPERATING SUPPLIES	54,729	95,000	95,000	95,000
591-440.537-760.000	UNIFORMS	652			
591-440.537-761.000	CLOTHING ALLOWANCE	6,000	6,000	6,000	6,500
591-440.537-806.000	CLAIM REIMBURSEMENT	712		150	
591-440.537-819.000	TRAINING	3,921	5,000	5,000	6,500
591-440.537-820.000	CONTRACTUAL SERVICES	126,617	125,000	127,300	135,000
591-440.537-825.000	PROFESSIONAL CONFERENCES/DUES	1,009	2,500	2,500	2,500
591-440.537-827.000	RADIO MAINTENANCE	4,002	4,000	4,000	4,000
591-440.537-920.000	UTILITIES-ELECTRIC/GAS/WATER	6,027	7,000	7,000	8,000
591-440.537-921.000	UTILITIES-TELEPHONE & DATA SERVICES		1,000	1,000	1,000
591-440.537-936.000	EQUIPMENT MAINTENANCE	265	2,000	2,000	2,000
591-440.537-950.000	Vehicle Charges	162,620	162,620	162,620	162,620
591-440.537-972.000	CUSTOMER INSTALLATION - WATER		325,000	325,000	350,000
591-440.537-979.000	MACHINERY AND EQUIPMENT	1,575	25,000	46,725	46,725
NET OF REVENUES/APPROPRIATIONS - 440.537 - WATER MAINTENANCE		(1,115,061)	(1,616,630)	(1,683,507)	(1,699,873)
Dept 900.901 - CAPITAL OUTLAY					
591-900.901-974.000	CONSTRUCTION/IMPROVEMENTS	278,000	1,100,000	1,120,400	1,190,000
NET OF REVENUES/APPROPRIATIONS - 900.901 - CAPITAL OUTLAY		(278,000)	(1,100,000)	(1,120,400)	(1,190,000)
Dept 905.906 - DEBT SERVICE					
591-905.906-992.110	WATER PLANT RENOVATION		102,000		
NET OF REVENUES/APPROPRIATIONS - 905.906 - DEBT SERVICE			(102,000)		
ESTIMATED REVENUES - FUND 591		6,691,133	6,695,000	6,748,050	7,563,807
APPROPRIATIONS - FUND 591		6,561,738	7,228,595	7,248,570	7,396,364
NET OF REVENUES/APPROPRIATIONS - FUND 591		129,395	(533,595)	(500,520)	167,443
BEGINNING FUND BALANCE		30,125,939	30,255,332	30,255,332	29,754,812
ENDING FUND BALANCE		30,255,334	29,721,737	29,754,812	29,922,255

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 ORIGINAL BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
Fund 661 - MOTOR POOL					
Dept 000.000					
661-000.000-540.100	STATE GRANT REVENUE			225,000	
661-000.000-665.000	INTEREST	2,896	3,000	3,000	3,000
661-000.000-667.000	RENTALS	1,151,320	1,151,330	1,151,330	1,151,330
661-000.000-667.500	RENTALS - PUBLIC SAFETY VEHICLES	231,300	250,000	250,000	250,000
661-000.000-673.000	VEHICLE SALES	2,033	10,000		
661-000.000-693.000	GAIN/LOSS ON SALE OF FIXED ASSETS	151,608			
661-000.000-701.000	SALARIES	139,668	138,800	152,784	162,875
661-000.000-702.020	AFTER-HOURS RESPONSE STIPEND			200	320
661-000.000-706.000	OVERTIME	2,715	2,500	2,500	3,500
661-000.000-709.000	ICMA CONTRIBUTION	562	600	600	563
661-000.000-710.000	LONGEVITY	880	880	880	880
661-000.000-714.000	FICA	11,243	11,600	12,033	13,528
661-000.000-715.000	HEALTH INSURANCE	19,898	21,800	21,800	21,953
661-000.000-715.010	FLEXIBLE BENEFIT	4,500	4,500	4,500	4,500
661-000.000-716.000	LIFE/DISABILITY INSURANCE	609	820	820	977
661-000.000-717.000	PENSION	25,052	26,800	26,800	26,950
661-000.000-717.500	VantageCare	2,765	2,750	2,750	3,258
661-000.000-717.600	PENSION EXPENSE - GASB 68	(7,240)			
661-000.000-718.000	WORKERS COMPENSATION	2,305	3,000	3,000	5,278
661-000.000-727.000	LICENSES	6,513	5,000	5,000	7,525
661-000.000-728.100	OPERATING SUPPLIES-VEH/EQUIP	29		200	
661-000.000-728.101	Vehicle Repair parts	76,874	75,000	86,000	75,000
661-000.000-728.102	Vehicle Accessories	3,623	10,000	10,000	15,000
661-000.000-728.103	Veh Supplies-outside services	76,654	75,000	75,000	85,000
661-000.000-728.104	Tires/Tire Services	19,369	35,000	35,000	35,000
661-000.000-728.105	Batteries/Electrical	2,703	4,000	4,000	3,000
661-000.000-728.106	Tools	2,472	2,000	2,000	2,500
661-000.000-728.107	Fasteners	3,109	3,000	3,000	3,000
661-000.000-728.108	Solvents	847	1,200	1,200	1,200
661-000.000-728.110	OPERATING SUPPLIES-CUSTODIAL	287			
661-000.000-760.000	UNIFORMS	2,303	2,400	2,400	2,400
661-000.000-761.000	CLOTHING ALLOWANCE	1,500	1,500	1,500	1,500
661-000.000-812.000	INSURANCE	68,117	75,000	91,000	91,000
661-000.000-819.000	TRAINING	547	3,000	3,000	3,000
661-000.000-820.000	CONTRACTUAL SERVICES	29,610	30,000	30,000	50,000
661-000.000-826.000	COMPUTER SERVICES/SUPPLIES	1,559	3,000	3,000	
661-000.000-827.000	RADIO MAINTENANCE	(5)			
661-000.000-865.000	GASOLINE	166,092	175,000	175,000	236,000
661-000.000-936.000	EQUIPMENT MAINTENANCE	3,987	8,500	8,500	8,500
661-000.000-968.000	DEPRECIATION	489,715			
661-000.000-979.000	MACHINERY AND EQUIPMENT	500	10,000	10,000	10,000
661-000.000-981.000	VEHICLES	4,857	657,000	1,552,000	851,500
NET OF REVENUES/APPROPRIATIONS - 000.000 -		374,938	24,680	(697,137)	(321,377)
ESTIMATED REVENUES - FUND 661		1,539,157	1,414,330	1,629,330	1,404,330
APPROPRIATIONS - FUND 661		1,164,219	1,389,650	2,326,467	1,725,707
NET OF REVENUES/APPROPRIATIONS - FUND 661		374,938	24,680	(697,137)	(321,377)
BEGINNING FUND BALANCE		3,580,118	3,955,055	3,955,055	3,257,918
ENDING FUND BALANCE		3,955,056	3,979,735	3,257,918	2,936,541



11. D. & 12. C.

**To: Township Board Members**

**From: Dan Opsommer, Assistant Township Manager**  
**Director of Public Works & Engineering**

**Younes Ishraidi, P.E., Chief Engineer**

**Date: September 6, 2022**

**Re: 2022 Order to Maintain Sidewalk**  
**Special Assessment District #20 Hearing & Resolution #3**

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Since 1999, the Township has developed a proactive approach to minimize residential sidewalk hazards and potential liability to the Township by adopting a sidewalk replacement program. In accordance with ordinance Section 58-32b, and Section 58-32d, the Township Board may order the repair of defective sidewalks. If the property owner fails to repair the sidewalk within 20 days after written notification, the Township may repair or replace the sidewalk and bill the cost of construction to the property owner.

As part of the ongoing sidewalk replacement program for this year, engineering staff has designated locations in Sections 8, , 10, 11, 12, 20, 28, 32, 33, 34 and 35 to continue the sidewalk replacement program. The proposed project areas include the following subdivisions: Briarwood; Briarwood #3, #4, #5, #6, #9, #11, #12; Chippewa Woods #2; Ember Oaks; Heritage Hills; Heritage Hills #2, #3, #4; Hidden Valley; Hidden Valley #2, #3, #4; Hillbrook Park; Hillbrook Park #1, #2; Kinawa View; Kinawa View #2, #4; Okemos Square; Sanctuary; Sunwind Estates; and Wood Valley.,

The public hearing is to receive comments in favor and/or objections to the proposed 2021 Order to Maintain Special Assessment District #19. Also, attached is Resolution 3 which directs the Director of Public Works & Engineering to send a notice to each property owner; approves the construction of the public improvement and to defray the cost by special assessment, approves the estimate of cost, and determines the special assessment district.

**The following motion has been prepared for the Board's consideration:**

**"MOVE TO APPROVE THE 2022 ORDER TO MAINTAIN SIDEWALK SPECIAL ASSESSMENT DISTRICT #20, RESOLUTION #3, WHICH APPROVES REPAIR AND MAINTENANCE OF SIDEWALK IN PORTIONS OF THE FOLLOWING AREAS: BRIARWOOD; BRIARWOOD #3, #4, #5, #6, #9, #11, #12; CHIPPEWA WOODS #2; EMBER OAKS; HERITAGE HILLS; HERITAGE HILLS #2, #3, #4; HIDDEN VALLEY; HIDDEN VALLEY #2, #3, #4; HILLBROOK PARK; HILLBROOK PARK #1, #2; KINAWA VIEW; KINAWA VIEW #2, #4; OKEMOS SQUARE; SANCTUARY; SUNWIND ESTATES; AND WOOD VALLEY., WHICH ARE LOCATED IN SECTIONS 8, 10, 11, 12, 28, 20, 32, 33, 34, AND 35, AND TO DEFRAY THE COST BY SPECIAL ASSESSMENT; APPROVES THE COST ESTIMATE OF \$25,850.12; DETERMINES THE SPECIAL ASSESSMENT DISTRICT;**

**Memo to Township Board**

**September 6, 2022**

**Re: 2022 Order to Maintain Sidewalk Special Assessment District #20 Hearing & Resolution #3**

**Page 2**

**DIRECTS THE MAKING OF AN ASSESSMENT ROLL; AND DIRECTS NOTICES BE SENT TO THE PROPERTY OWNERS INDICATING THEY HAVE 20 DAYS TO REPLACE OR MAKE SAFE THE DEFECTIVE SIDEWALK.**

**Attachments:**

1. 2022 Order to Maintain Sidewalk Special Assessment District #20 – Resolution #3
2. 2022 Order to Maintain Sidewalk Special Assessment District #20 – Legal Description
3. 2022 Order to Maintain Sidewalk Special Assessment District #20 – Brochure
4. 2022 Order to Maintain Sidewalk Special Assessment District #20 – Assessment Roll
5. 2022 Order to Maintain Sidewalk Special Assessment District #20 – Maps

**2022 ORDER TO MAINTAIN SIDEWALKS  
SPECIAL ASSESSMENT DISTRICT #20**

**RESOLUTION NO. 3**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held in the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, (517) 853-4000 on Tuesday, September 6, 2022, at 6:00 p.m.

**PRESENT:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_  
and supported by \_\_\_\_\_.

**WHEREAS**, the Township Board pursuant to the provisions of Act 188, Public Acts of Michigan, 1954, as amended, did on August 15, 2021, adopt a resolution tentatively approving the public improvement to repair and maintain sidewalk in portions of the following areas: Briarwood; Briarwood #3, #4, #5, #6, #9, #11, #12; Chippewa Woods #2; Ember Oaks; Heritage Hills; Heritage Hills #2, #3, #4; Hidden Valley; Hidden Valley #2, #3, #4; Hillbrook Park; Hillbrook Park #1, #2; Kinawa View; Kinawa View #2, #4; Okemos Square; Sanctuary; Sunwind Estates; and Wood Valley., which are located in Sections 8, 10, 11, 12, 28, 20, 32, 33, 34, and 35, of Meridian Township, Ingham County, Michigan; and the establishment of a special assessment district for the purpose of paying the cost thereof, which special assessment district is more specifically hereinafter described; and

**WHEREAS**, the Township Board did meet on September 6, 2022, at 6:00 p.m., the time, date and place set by the Board to hold a public hearing to hear any objections to the improvement and to the special assessment district therefore; and,

**WHEREAS**, estimates of cost of said project are on file with the Township Clerk and have been on file since August 15, 2022; and,

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, THAT:**

1. The Township Board hereby approves the construction of the following described public improvement: Repair and maintain sidewalk in portions of the following areas: Briarwood; Briarwood #3, #4, #5, #6, #9, #11, #12; Chippewa Woods #2; Ember Oaks; Heritage Hills; Heritage Hills #2, #3, #4; Hidden Valley; Hidden Valley #2, #3, #4; Hillbrook Park; Hillbrook Park #1, #2; Kinawa View; Kinawa View #2, #4; Okemos Square; Sanctuary; Sunwind Estates; and Wood Valley., which are located in Sections 8, 10, 11, 12, 28, 20, 32, 33, 34, and 35, which are located in Sections 8, 32, 33, 34, and 35 of Meridian Township, Ingham County, Michigan; and to defray the cost thereof by special assessment against the properties specially benefited thereby.
2. The Township Board hereby approves the estimate of cost in the sum of \$72,993.70 as prepared by Younes Ishraidi, P.E., Chief Engineer.

**(SEE ATTACHED LEGAL DESCRIPTION)**

3. The Township Board finally determines that the special assessment district shall be described as follows:
4. The Supervisor is hereby directed to make a special assessment roll in which shall be described all the parcels of land to be assessed as set forth with the names of the owners thereof if known, and the total amount to be assessed against each parcel of land which amount shall be such relative portion of the whole sum to be levied against all parcels of land in the assessment district as the benefit to such parcel bears to the total benefit of all parcels of land in the special assessment district. The term of the special assessment district shall continue until the special assessments, as approved or modified, have been collected in full.
5. When the Supervisor shall have completed the special assessment roll there shall be affixed thereto a certificate stating that said roll was made pursuant to this resolution of the Township Board of the Charter Township of Meridian adopted September 6, 2022, and that in making the assessment roll the Supervisor has, according to his best judgement, conformed in all aspects to the directions contained in said resolution and the statutes of the State of Michigan and the Supervisor shall then report the special assessment roll with the certificate attached thereto, to the Township Board.
6. The Township Board hereby directs the Director of Public Works & Engineering to send a notice to each property owner in the assessment district indicating that they have 20 days to replace or make safe the defective sidewalk. Failure of a property owner to replace or make safe the sidewalk within 20 days will necessitate the Township's contractor to replace or make safe the sidewalk.
7. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

**YEAS:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

Resolution declared adopted.

**STATE OF MICHIGAN )**

**ss.**

**COUNTY OF INGHAM**

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, Michigan, **DO HEREBY CERTIFY** that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, September 6, 2022.

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Deborah Guthrie, Township Clerk  
Charter Township of Meridian

**2022 ORDER TO MAINTAIN SIDEWALK  
SPECIAL ASSESSMENT DISTRICT NO. 20**

**-- CERTIFICATE OF SUPERVISOR --**

STATE OF MICHIGAN     )  
  ) ss.  
COUNTY OF INGHAM     )

I, Patricia Herring Jackson, Supervisor of the Charter Township of Meridian, Ingham County, Michigan, hereby certify that the attached 2022 Order to Maintain Sidewalk Special Assessment District #20 Special Assessment Roll was made by me pursuant to the resolution of the Township Board of said Charter Township of Meridian heretofore adopted on September 6, 2022, and that in making such assessment roll, to the best of my judgment, I conformed in all respects to the directions contained in such resolution and the Statutes of the State of Michigan.

\_\_\_\_\_  
Patricia Herring Jackson, Supervisor

DATED:

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Notary Public, Ingham County, MI  
My Commission expires: \_\_\_\_\_  
Acting in \_\_\_\_\_, County, MI

**2022 ORDER TO MAINTAIN SIDEWALK  
SPECIAL ASSESSMENT DISTRICT NO. 20**

**PROPOSED SPECIAL ASSESSMENT ROLL**

**LEGAL DESCRIPTION**

**Briarwood:** Lot 7, 8 & 9 exc W 79'; 16, 21, 26, 41, 46 entire lot 47 exc N 74'.

**Briarwood #3:** Lot 69, 72, 74, 75, 76, 78, 88, 92, 95, 105, 106, 108 exc beg at NW cor of Lot 108, S 82 deg 07'38" E 117.49' along N'ly ln of Lot 108 NE cor th due S 5.79' along E ln th N 79 deg 21'05" W 118.42 ' to POB also exc 30 ft.

**Briarwood #4:** Lot 130, 131, 132, 142, 143, 151, 159, 163, 166, 167

**Briarwood #5:** Lot 189, 193, 194, 195, 196, 197, 199, 211, 212, 214, 228, 257; 258, 265, 267, 268, 269, 270, 278 & S'ly 10 ' of Lot 277; 279, 284, 290, 291, 293, Nature Park

**Briarwood #6:** Lot 294, 295, 308, 309, 311, 312, 318, 330, 334, 335, 343

**Briarwood #9:** Lot 372

**Briarwood #11:** Lot 397, 409, 417, 418 exc beg @ the S'ly cor sd lot-NW'ly along the SW'ly lot ln 150 ft to the w'ly cor Lot 418-SE'ly to a pt on SE'ly lot ln 6.72' NE'ly of sd S'ly lot cor-SW'ly on SE'ly lot ln 6.72 ft to the POB.

**Briarwood #12:** Lot 396, 462

**Chippewa Woods:** Lot 53

**Ember Oaks:** Lot 9, 16

**Heritage Hills:** Lot 1, 2, 7, 13 exc the W 11' thereof; 16, 17, 18, 19, 20, 21, 27, 28, 32, 33, 34, 41, 45, 51, 52

**Heritage Hills #2:** Lot 64, 67

**Heritage Hills #3:** Lot 36, 49, 75 & S10' of Lot 76, also beg at SW cor sd Lot 75-W 10' along ext of S ln of sd Lot 75-N 95' pll with W ln of Lots 75 & 76-E 10' to W ln of sd Lot 76-S 95' to POB; 79, 80, 81, 83, 92 also beg at NE cor of Lot 92, th N80 deg 01'15"E 20' th S11 deg 19'04"E 116.22', th S 80 deg 54'30"W 20', Th N 11 deg 19'04"W 116.22 ft to beg; 93, 94, 95, 99, 100, 105, 106, 110, 117, 118, 119

**Heritage Hills #4:** Lot 132, 133, 135, 148, 149, 150, 188, 194, 195, 200, 212, 214, 218 exc S 2'; 229

**Hidden Valley:** Lot 5, 6, 11 exc 2 ft.

**Hidden Valley #2:** Lot 20, 34

**Hidden Valley #4:** Lot 60

**Hillbrook Park:** Lot 6, 7, 9, 12, 15, 16, 18, 20, 21, 25, 27, 28, 29, 41, 45, 48, 50, 51, 52, 53, 54, 55, 58, 60, 61, 67, 72, 78, 79, 80, 84

**Hillbrook Park #1:** Lot 86

**Hillbrook Park #2:** Lot 95, 99, 100, 101, 102, 112, 122, 123, 124, 125, 128

**Kinawa View:** Lot 7, 9, 11, 16, 17

**Kinawa View #2:** Lot 75, 83, 89

**Kinawa View #4:** Lot 49, 63, 74, 76, 124

**Okemos Square:** Lot 1 also a part of Lot 2 said sub desc as beg @ the NW cor Lot 2-N89 deg 41'31"E 134.16 ft on N lot ln - S 11 deg 26' 49" W 9.57 N86 deg 15' 21"W 132.57 ft to POB; 25 26, 28, 29, 47, 48, 49, 53, 63

**Sanctuary:** Lot 46

**Sunwind Estates:** Lot 70

**Wood Valley:** Lot 46



## 2022 ORDER TO MAINTAIN SIDEWALK SPECIAL ASSESSMENT DISTRICT #20

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### DEPARTMENT OF PUBLIC WORKS ORDER-TO-MAINTAIN SIDEWALK PROGRAM

#### **Why has my sidewalk been chosen for replacement?**

Township inspectors found certain sections of the sidewalk abutting your property need to be replaced to make the sidewalk safer. This inspection is part of a yearly program created to replace defective sidewalk. Sidewalk maintenance is important because it may save a pedestrian from injury and you from an expensive lawsuit.

#### **Why is replacement necessary?**

Removal and replacement is necessary to provide reasonably safe and accessible sidewalks.

#### **How can I replace the sidewalk?**

You have three options:

1. Take no action and allow the Township's contractor to replace the sidewalk as part of the sidewalk maintenance program.
2. Hire your own contractor.
3. Perform the work yourself.

If you elect to hire a contractor or do the work yourself, you must obtain a permit from the Department of Public Works. Application for a permit is free of charge for both contractors and homeowners. All work must be completed in accordance with the standards and specifications of Meridian Township. Copies of the standards and specifications are available from the Department of Public Works. An inspection is required when forms are ready and at pour.

If you do nothing, the Township's contractor will be in your area and will replace the sidewalk at your expense, and you will be billed as explained in this brochure. You do not have to obtain a permit if the work is done by the Township's contractor.

#### **Can I make temporary repairs instead of replacement or leveling?**

No, filling vertical or horizontal gaps or displacements by placing mortar or asphalt is not considered a permanent repair.

#### **How much will replacing the defective sidewalk cost?**

Your exact cost will be determined **after** completion of the work; however your estimated cost is indicated on the enclosed "Notice of Public Hearing", and is on file with the Township Clerk. You may contact the Department of Public Works for a detailed breakdown of your costs and the location of the sidewalk to be replaced.

You are responsible for 100% of the sidewalk across your frontage. If you own a residential corner lot, the Township will pay for 40% of the cost of the sidewalk replacement along the street to which the house is not addressed. The Township will pay 100% for ramp replacement at the street intersection.



## 2022 ORDER TO MAINTAIN SIDEWALK SPECIAL ASSESSMENT DISTRICT #20

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### **How will I be billed?**

You will receive a bill, called a special assessment, in **June 2023, with a due date of July 1, 2023**. The assessment may be paid in full with one payment (in 2023), or over 5 years at 5% interest per year. *Please do not make any payments until after you receive this bill.*

The Township sidewalk contractor will complete the work over the Fall of 2022. Once the sidewalk repairs have been completed, a Township inspector will measure the exact dimensions of the replaced sidewalk. Your special assessment will be based on these measurements.

(Please note you will receive a second Township Board "Notice of Hearing" in early 2023 after the contractor has completed all of the sidewalk replacements. It will state the exact cost of your sidewalk repairs. The purpose of the second hearing is for the public to comment on the proposed assessments.)

### **What about damage caused by trees or utility structures?**

Where tree roots have displaced the sidewalk they will be removed prior to new sidewalk installation. A healthy tree should survive this process.

Property owners are responsible for replacement of all sidewalk damaged by tree roots whether the tree is on public or private land. The Township will pay for 100% of the cost for sidewalk directly damaged by Township manhole covers or water valves.

### **Will the contractor restore my lawn after the work?**

Usually only a few inches of grass adjacent to the replaced sidewalk is uprooted. This strip will be filled with topsoil, seeded, and mulched after the concrete forms are removed.

### **How do I protect my sprinkler system?**

If you have a sprinkler system or private underground wires (i.e. invisible fence) they must be marked prior to construction. Contact the person that installed your lines for a detailed layout.

### **May I have private work done by the Township's contractor?**

You may have additional work (driveways, approaches, patios, etc.) performed under a private agreement between you and the Township contractor. You also must be sure that you are not paying the Township contractor directly for work to be done under their contract with the Township.

The Township will not become involved in disputes between you and the contractor for private work. You and the contractor must negotiate the price, timing, restoration, and payment terms for all private work.

### **What about tree branches and other vegetation that obstruct the sidewalk?**

The property owner is responsible for removal of all obstructions; including vegetation such as tree limbs, branches, shrubs, and bushes and other objects; that interfere with the safe use of the sidewalk. The area to be kept clear is one (1) foot from the edges of the sidewalk and eight (8) feet above the sidewalk.

### **If I still have questions, whom should I contact?**

Department of Public Works at (517) 853-4440 or [DPW@MERIDIAN.MI.US](mailto:DPW@MERIDIAN.MI.US).

2022 ORDER TO MAINTAIN SIDEWALK  
SPECIAL ASSESSMENT DISTRICT NO. 20 - RESOLUTION 2

Repair Address					Mailing Address						Property Owner Cost
Parcel #	Subdivision	Lot No.	Repair Address		Primary Name	Street Address	City	ST	Zip		
1	33-02-02-33-278-005	Briarwood #5	228	2079	ASHLAND	COLLIER, CODY E & STEPHANIE	2079 ASHLAND DR	OKEMOS	MI	48864	\$635.46
2	33-02-02-34-103-002	Briarwood #6	343	1937	ATHERTON WAY	MIMS, THOMAS & CYNTHIA	1937 ATHERTON WAY	OKEMOS	MI	48864	\$299.70
3	33-02-02-10-153-025	Hillbrook Park	72	5753	BAYONNE	KELLEY, ANDREW J	5753 BAYONNE AVE	HASLETT	MI	48840	\$191.81
4	33-02-02-10-176-011	Hillbrook Park	60	5800	BAYONNE	ROST, DEAN A	5800 BAYONNE AVE	HASLETT	MI	48840	\$299.70
5	33-02-02-10-153-019	Hillbrook Park	78	5803	BAYONNE	HUTTING, SAMANTHA L & DAVID G & KATHLEEN K	5803 BAYONNE AVE	HASLETT	MI	48840	\$143.86
6	33-02-02-10-176-010	Hillbrook Park	61	5808	BAYONNE	CARRINGTON, LINDA & PETER	5808 BAYONNE AVE	HASLETT	MI	48840	\$299.70
7	33-02-02-10-153-018	Hillbrook Park	79	5809	BAYONNE	JUROSZEK, JOHN O & CHRISTINE	5809 BAYONNE AVE	HASLETT	MI	48840	\$479.52
8	33-02-02-10-153-017	Hillbrook Park	80	5817	BAYONNE	RYAN, MAUREEN	5817 BAYONNE AVE	HASLETT	MI	48840	\$239.76
9	33-02-02-10-153-013	Hillbrook Park	84	5847	BAYONNE	DEVLIN, JOSH AND APRIL	5847 BAYONNE AVE	HASLETT	MI	48840	\$191.81
10	33-02-02-10-128-007	Hillbrook Park #2	125	5888	BAYONNE	MURRAY, DANIELLE F	5888 BAYONNE AVE	HASLETT	MI	48840	\$239.76
11	33-02-02-10-127-007	Hillbrook Park #2	128	5889	BAYONNE	LACCA, ROBERT S & CAROL S	5889 BAYONNE AVE	HASLETT	MI	48840	\$191.81
12	33-02-02-10-128-006	Hillbrook Park #2	124	5898	BAYONNE	VINCE, SYLVIA	5898 BAYONNE AVE	HASLETT	MI	48840	\$239.76
13	33-02-02-10-128-005	Hillbrook Park #2	123	5904	BAYONNE	OWEN, KAREN S & NATHAN L	5904 BAYONNE AVE	HASLETT	MI	48840	\$239.76
14	33-02-02-10-128-004	Hillbrook Park #2	122	5912	BAYONNE	TEETERS, KATHRYN S & JAMES	5912 BAYONNE AVE	HASLETT	MI	48840	\$239.76
15	33-02-02-33-226-012	Briarwood #4	151	2016	BELDING	WYMAN, MATHEW	2016 BELDING CT	OKEMOS	MI	48864	\$299.70
16	33-02-02-33-276-001	Briarwood #4	159	2095	BELDING	KISER, KAREN A TRUSTEE	2095 BELDING CT	OKEMOS	MI	48864	\$179.82
17	33-02-02-33-226-004	Briarwood #4	143	2096	BELDING	CRAIG FAMILY TRUST	2096 BELDING CT	OKEMOS	MI	48864	\$299.70
18	33-02-02-33-201-022	Briarwood #3	95	2120	BELDING	BARTLEY, SALLY E & VINCENT S	2120 BELDING CT	OKEMOS	MI	48864	\$299.70
19	33-02-02-33-202-011	Briarwood #3	72	2135	BELDING	FLORES JR, JOSE RUBEN & GONZALES, LESLIE D	2135 BELDING CT	OKEMOS	MI	48864	\$179.82
20	33-02-02-33-201-019	Briarwood #3	92	2148	BELDING	LIEBER, BRIAN & SEAPAN, ELIZABETH	2148 BELDING CT	OKEMOS	MI	48864	\$299.70
21	33-02-02-33-202-004	Briarwood #3	74	2157	BELDING	NGUYEN, CHINH T & TRANG	2157 BELDING CT	OKEMOS	MI	48864	\$641.47
22	33-02-02-33-202-003	Briarwood #3	75	2165	BELDING	CONRAD, JENNIFER A & JON G	2165 BELDING CT	OKEMOS	MI	48864	\$299.70
23	33-02-02-33-202-002	Briarwood #3	76	2173	BELDING	DETJEN, JAMES T & DETJEN, CONNIE C	2173 BELDING CT	OKEMOS	MI	48864	\$299.70
24	33-02-02-33-201-015	Briarwood #3	88	2184	BELDING	THATCHER, KEVIN G & LYNNE C	2184 BELDING CT	OKEMOS	MI	48864	\$299.70
25	33-02-02-33-202-006	Briarwood #3	78	3926	BELDING	PAHL, CORY & ELIZABETH	3926 BELDING CT	OKEMOS	MI	48864	\$299.70
26	33-02-02-10-176-025	Hillbrook Park	54	5777	BEUNA	VALLEY, RAY C & EMMA J	PO BOX 885	OKEMOS	MI	48805	\$287.83
27	33-02-02-10-176-024	Hillbrook Park	53	5785	BEUNA	BROWER, JAKE T	5785 BEUNA PKWY	HASLETT	MI	48840	\$383.62
28	33-02-02-10-176-023	Hillbrook Park	52	5793	BEUNA	BASTIN, GRAYSON	5793 BEUNA PKWY	HASLETT	MI	48840	\$191.81
29	33-02-02-10-176-022	Hillbrook Park	51	5799	BEUNA	CLARK, KATHLEEN J	5799 BEUNA PKWY	HASLETT	MI	48840	\$383.62
30	33-02-02-10-176-021	Hillbrook Park	50	5807	BEUNA	PANCERZ, GARY J & GANNON, JEAN M	5807 BEUNA PKWY	HASLETT	MI	48840	\$671.33
31	33-02-02-10-176-019	Hillbrook Park	48	5823	BEUNA	BORNOR, JACKIE L	5823 BEUNA PKWY	HASLETT	MI	48840	\$239.76
32	33-02-02-10-176-016	Hillbrook Park	45	5843	BEUNA	WALLACE, LOU ANNE TRUSTEE	5843 BEUNA PKWY	HASLETT	MI	48840	\$383.62
33	33-02-02-10-128-015	Hillbrook Park #2	112	5887	BEUNA	MCCARTHY, KELLY K	5887 BEUNA PKWY	HASLETT	MI	48840	\$239.76

2022 ORDER TO MAINTAIN SIDEWALK  
SPECIAL ASSESSMENT DISTRICT NO. 20 - RESOLUTION 2

Repair Address					Mailing Address					Property Owner Cost
Parcel #	Subdivision	Lot No.	Repair Address	Primary Name	Street Address	City	ST	Zip		
34	33-02-02-33-227-004	Briarwood #5	Nature Park	0 BINGHAMTON	BRIARWOOD HOMEOWNERS ASSOC OF OKEMOS	P O BOX 226	OKEMOS	MI	48805	\$299.70
35	33-02-02-33-277-009	Briarwood #5	199	3800 BINGHAMTON	COHEN, SAUL D & LIN, HUEY-WEN	3800 BINGHAMTON DR	OKEMOS	MI	48864	\$179.82
36	33-02-02-33-277-007	Briarwood #5	197	3820 BINGHAMTON	HERRERA, LUIS & BEVERLY JEAN	3820 BINGHAMTON DR	OKEMOS	MI	48864	\$299.70
37	33-02-02-33-277-006	Briarwood #5	196	3830 BINGHAMTON	HAUGEN, RANDALL & RENUKA	3830 BINGHAMTON DR	OKEMOS	MI	48864	\$299.70
38	33-02-02-33-277-005	Briarwood #5	195	3840 BINGHAMTON	ZWIER, LAWRENCE J & JEAN M	3840 BINGHAMTON DR	OKEMOS	MI	48864	\$299.70
39	33-02-02-33-277-004	Briarwood #5	194	3850 BINGHAMTON	LAMISON, DONALD R & PATRICIA	3850 BINGHAMTON DR	OKEMOS	MI	48864	\$389.61
40	33-02-02-33-277-003	Briarwood #5	193	3860 BINGHAMTON	BILLINGS, ANNE L	3860 BINGHAMPTON DR	OKEMOS	MI	48864	\$299.70
41	33-02-02-33-229-020	Briarwood #5	290	3905 BINGHAMTON	DAVIS, THOMAS M & KAREN S	3905 BINGHAMTON DR	OKEMOS	MI	48864	\$299.70
42	33-02-02-33-229-019	Briarwood #5	291	3915 BINGHAMTON	KRIER, JOSHUA L & RACHEL A	3915 BINGHAMTON DR	OKEMOS	MI	48864	\$299.70
43	33-02-02-33-227-003	Briarwood #5	189	3930 BINGHAMTON	VANDERKOLK, KEVIN & KELLEY, SUSAN	3930 BINGHAMTON DR	OKEMOS	MI	48864	\$299.70
44	33-02-02-33-229-017	Briarwood #5	293	3931 BINGHAMTON	MARUTA, TOMOFUMI & AYAKO	3931 BINGHAMTON DR	OKEMOS	MI	48864	\$299.70
45	33-02-02-08-128-007	Heritage Hills #3	105	5880 BLYTHEFIELD	CHARAMELLA, JOHN M & DONNA J TRUST	5880 BLYTHEFIELD DR	EAST LANSING	MI	48823	\$479.52
46	33-02-02-08-128-006	Heritage Hills #3	106	5890 BLYTHEFIELD	ARNOSTI, DAVID N & VITT, REGULA	5890 BLYTHEFIELD DR	EAST LANSING	MI	48823	\$149.85
47	33-02-02-08-180-007	Heritage Hills #3	83	5893 BLYTHEFIELD	GEORGE ARTHYR PFLEGER FAMILY TRUST	5893 BLYTHEFIELD DR	EAST LANSING	MI	48823	\$299.70
48	33-02-02-08-127-008	Heritage Hills #3	81	5917 BLYTHEFIELD	JAMISON, AMY & REYES-GASTELUM, DAVID	5917 BLYTHEFIELD DR	EAST LANSING	MI	48823	\$449.55
49	33-02-02-08-127-007	Heritage Hills #3	80	5925 BLYTHEFIELD	WILLENBERG, JASON & REBEKAH	5925 BLYTHFIELD DR	EAST LANSING	MI	48823	\$179.82
50	33-02-02-08-128-002	Heritage Hills #3	110	5928 BLYTHEFIELD	TIFFANY, MICHAEL S & KATHERINE A	5928 BLYTHEFIELD DR	EAST LANSING	MI	48823	\$599.41
51	33-02-02-08-127-006	Heritage Hills #3	79	5933 BLYTHEFIELD	HUNT, THOMAS M & KARYN K	5933 BLYTHEFIELD DR	EAST LANSING	MI	48823	\$299.70
52	33-02-02-08-127-014	Heritage Hills #4	214	5939 BLYTHEFIELD	RUDDY, MELISSA A & ROBERT	5939 BLYTHEFIELD DR	EAST LANSING	MI	48823	\$599.41
53	33-02-02-34-107-007	Briarwood #12	462	3904 BRECKINRIDGE	MCLEAN, STEVEN & EVE S	3904 BRECKINRIDGE DR	OKEMOS	MI	48864	\$215.87
54	33-02-02-08-126-018	Heritage Hills #4	188	2796 BUGLERS	TRAN, TRANG PHUOC & LUC, JIALI	2796 BUGLERS WAY	EAST LANSING	MI	48823	\$215.79
55	33-02-02-08-128-020	Heritage Hills #4	218 -	2807 BUGLERS	GIBSON, KENNETH & VICKIE	2807 BUGLERS WAY	EAST LANSING	MI	48823	\$659.35
56	33-02-02-08-126-012	Heritage Hills #4	194	2810 BUGLERS	MOTAGHI, ALI & NAJAFI, HAIDEH	2810 BUGLERS WAY	EAST LANSING	MI	48823	\$599.41
57	33-02-02-08-126-011	Heritage Hills #4	195	2812 BUGLERS	TURNBULL, BRIAN J & MARY LOU	2812 BUGLERS WAY	EAST LANSING	MI	48823	\$239.76
58	33-02-02-08-127-011	Heritage Hills #4	212	2843 BUGLERS	JOHNSON, NANCY A	2843 BUGLERS WAY	EAST LANSING	MI	48823	\$899.11
59	33-02-02-35-352-001	Ember Oaks	9	3598 CABARET	AHMED, ZULFIQAR & NAZ, FAREEHA	3598 CABARET TRL	OKEMOS	MI	48864	\$377.63
60	33-02-02-08-182-007	Heritage Hills Subdivision	45	2846 CAMBRIA	SMITH, DEBORAH V	2846 CAMBRIA DR	EAST LANSING	MI	48823	\$179.82
61	33-02-02-34-102-001	Briarwood #6	294	3980 CHANNING WAY	WALKER, SCOTT A & SHRESTHA, LEENI	3980 CHANNING WAY	OKEMOS	MI	48805	\$179.82
62	33-02-02-34-101-001	Briarwood #6	295	3981 CHANNING WAY	MACLEOD, PAMELA A	3981 CHANNING WAY	OKEMOS	MI	48864	\$779.23
63	33-02-02-34-178-001	Hidden Valley #3	49	1852 CIMARRON	EDELSON, MARK A & MARKZON, CAROL S TRUSTEES	1852 CIMARRON DR	OKEMOS	MI	48864	\$119.88
64	33-02-02-34-153-009	Hidden Valley #3	36	1891 CIMARRON	HELBLE, EDWARD T & CHARLENE	1891 CIMARRON DR	OKEMOS	MI	48864	\$299.70
65	33-02-02-34-153-006	Hidden Valley Subdivision	6	1971 CIMARRON	SAUL, WILLIAM E TRUST	1971 CIMARRON DR	OKEMOS	MI	48864	\$299.70
66	33-02-02-34-153-005	Hidden Valley Subdivision	5	1975 CIMARRON	ILGEN, DANIEL R & BARBARA TRUSTEES	1975 CIMARRON DR	OKEMOS	MI	48864	\$299.70
67	33-02-02-34-127-031	Kinawa View #4	124	3936 CLOVERDALE	REDEY, BIDHAN & PRASANNA	3936 CLOVERDALE AVE	OKEMOS	MI	48864	\$299.70

2022 ORDER TO MAINTAIN SIDEWALK  
SPECIAL ASSESSMENT DISTRICT NO. 20 - RESOLUTION 2

Repair Address					Mailing Address						Property Owner Cost
Parcel #	Subdivision	Lot No.	Repair Address		Primary Name	Street Address	City	ST	Zip		
68	33-02-02-08-180-001	Heritage Hills Subdivision	51	2826 COLONY	DE-LOURDES CHAPA-VARGAS, SUSANA TRUST	2826 COLONY DR	EAST LANSING	MI	48823	\$599.41	
69	33-02-02-08-101-026	Heritage Hills Subdivision	16	2876 COLONY	CUNNINGHAM, PATRICIA Z TRUSTEE	2876 COLONY DR	EAST LANSING	MI	48823	\$695.40	
70	33-02-02-08-101-014	Heritage Hills #2	67	2948 COLONY	MUTH, THOMAS JR & ELLEN	2948 COLONY DR	EAST LANSING	MI	48823	\$299.70	
71	33-02-02-08-101-011	Heritage Hills #2	64	2966 COLONY	ANDERSON, JEFFREY J & BREEANN K	2966 COLONY DR	EAST LANSING	MI	48823	\$239.76	
72	33-02-02-34-203-010	Kinawa View #2	49	1722 COUNTRY VIEW	SOUBANI, ABDULLAH & ABDMAHMOUD, S & ZIEDAN, M	1722 COUNTRY VIEW DR	OKEMOS	MI	48864	\$299.70	
73	33-02-02-34-127-014	Kinawa View #2	63	1740 COUNTRY VIEW	HAUGEN, JASON K & NICOLE	1740 COUNTRY VIEW DR	OKEMOS	MI	48864	\$179.82	
74	33-02-02-34-251-002	Kinawa View #2	76	1743 COUNTRY VIEW	LEFFONDRE-MATTHEWS, EVELYNE & MATTHEWS, GEORGE J	1743 COUNTRY VIEW DR	OKEMOS	MI	48864	\$299.70	
75	33-02-02-34-128-005	Kinawa View #2	74	1754 COUNTRY VIEW	KHATTAR, SUDHIR K & SAROJ	1754 COUNTRY VIEW DR	OKEMOS	MI	48864	\$599.41	
76	33-02-02-08-153-019	Heritage Hills Subdivision	21	2963 CRESTWOOD CIR	TIJERINA, ROGER & ANNETTE	2963 CRESTWOOD CIR	EAST LANSING	MI	48823	\$299.70	
77	33-02-02-08-103-014	Heritage Hills Subdivision	13 -	2876 CRESTWOOD DR	WILLIAMS, ALICIA N & MATTHEW M	2876 CRESTWOOD DR	EAST LANSING	MI	48823	\$449.55	
78	33-02-02-08-154-011	Heritage Hills Subdivision	41	2881 CRESTWOOD DR	JONES, STEVEN H & DARCIE C	2881 CRESTWOOD DR	EAST LANSING	MI	48823	\$299.70	
79	33-02-02-08-154-001	Heritage Hills Subdivision	34	2915 CRESTWOOD DR	SCHULTZ, DAVID L & RACHEL C TRUST	2915 CRESTWOOD DR	EAST LANSING	MI	48823	\$197.80	
80	33-02-02-08-102-012	Heritage Hills Subdivision	7	2932 CRESTWOOD DR	FISHER, RONALD C TRUSTEE	2932 CRESTWOOD DR	EAST LANSING	MI	48823	\$299.70	
81	33-02-02-08-153-012	Heritage Hills Subdivision	27	2933 CRESTWOOD DR	MARIETTA, SEAN & MARIETTA-WESTBERG, JENNIFER	2000 SCROGGINS RD	ALEXANDRIA	VA	22302	\$479.52	
82	33-02-02-08-153-018	Heritage Hills Subdivision	20	2967 CRESTWOOD DR	PIKE, CHRISTOPHER D & KATHRYN M	2967 CRESTWOOD DR	EAST LANSING	MI	48823	\$599.41	
83	33-02-02-08-153-002	Heritage Hills Subdivision	19	2977 CRESTWOOD DR	FRACE, LISA & ROBERT	2977 CRESTWOOD DR	EAST LANSING	MI	48823	\$299.70	
84	33-02-02-08-102-007	Heritage Hills Subdivision	2	2978 CRESTWOOD DR	SIEW, SHIRLEY TRUST NO 1	2978 CRESTWOOD DR	EAST LANSING	MI	48823	\$299.70	
85	33-02-02-34-155-012	Hidden Valley #2	34	3780 CROOKED CREEK	GLINN, DANIEL & MICHELE	3780 CROOKED CREEK RD	OKEMOS	MI	48864	\$299.70	
86	33-02-02-34-104-007	Briarwood #6	312	3867 CROOKED CREEK	SPODAREK, JANICE G & GLAZER, GEORGE A JR	3867 CROOKED CREEK RD	OKEMOS	MI	48864	\$299.70	
87	33-02-02-34-104-006	Briarwood #6	311	3875 CROOKED CREEK	BERLINSKI, ALLEN R & JUDY	3875 CROOKED CREEK RD	OKEMOS	MI	48864	\$299.70	
88	33-02-02-33-203-010	Briarwood Subdivision	9 & 8 -	2186 DONOVAN	FLATLEY, JOHN M & DIANE M TRUSTEES	2186 DONOVAN PL	OKEMOS	MI	48864	\$299.70	
89	33-02-02-28-305-010	Okemos Square	63	2436 GRAYSTONE	KENNEDY, REBECCA L	2436 GRAYSTONE DR	OKEMOS	MI	48864	\$299.70	
90	33-02-02-29-427-005	Okemos Square	25	2485 GRAYSTONE	WALD, EVA	2485 GRAYSTONE DR	OKEMOS	MI	48864	\$299.70	
91	33-02-02-29-427-004	Okemos Square	26	2491 GRAYSTONE	NEGIN, PAUL D	2491 GRAYSTONE DR	OKEMOS	MI	48864	\$299.70	
92	33-02-02-28-304-009	Okemos Square	53	2502 GRAYSTONE	BARR, MICHAEL G & JILL	2502 GRAYSTONE DR	OKEMOS	MI	48864	\$179.82	
93	33-02-02-29-427-002	Okemos Square	28	2503 GRAYSTONE	PONNAMBALAM, VIJAYABARATHI & PONNAMBALAM, PAKUTHARIVU	2503 GRAYSTONE DR	OKEMOS	MI	48864	\$299.70	
94	33-02-02-08-153-001	Heritage Hills Subdivision	18	5848 HAGADORN	MCGUIGAN, DEBORAH E	5848 HAGADORN RD	EAST LANSING	MI	48823	\$539.47	
95	33-02-02-08-102-006	Heritage Hills Subdivision	1	5890 HAGADORN	PANAYOTOU, HASULA E	5890 HAGADORN RD	EAST LANSING	MI	48823	\$125.88	
96	33-02-02-34-106-002	Briarwood #6	330	3870 HEMMINGWAY	KUO, HUNG JEN & WU, YU HWAI	3870 HEMMINGWAY DR	OKEMOS	MI	48864	\$479.52	
97	33-02-02-34-104-004	Briarwood #6	309	3899 HEMMINGWAY	PAPPAS, GEORGIOS & KALFAGIANNI, EFSTRATIA	3899 HEMMINGWAY DR	OKEMOS	MI	48864	\$299.70	
98	33-02-02-34-104-003	Briarwood #6	308	3905 HEMMINGWAY	RAYMOND, MATTHEW CLIFFORD & DALAIRE, JENNIFER ARLEEN	3905 HEMMINGWAY DR	OKEMOS	MI	48864	\$299.70	
99	33-02-02-34-103-011	Briarwood #6	334	3906 HEMMINGWAY	GUESS, MICHAEL & ERIN	3906 HEMMINGWAY DR	OKEMOS	MI	48864	\$299.70	
100	33-02-02-34-103-010	Briarwood #6	335	3920 HEMMINGWAY	MINAMISONO, KEI & NAOMI	3920 HEMMINGWAY DR	OKEMOS	MI	48864	\$329.67	

2022 ORDER TO MAINTAIN SIDEWALK  
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Repair Address					Mailing Address						Property Owner Cost
Parcel #	Subdivision	Lot No.	Repair Address	Primary Name	Street Address	City	ST	Zip			
101	33-02-02-08-127-004	Heritage Hills Subdivision	52	5904 HIGHGATE	FARLIN, KIMBERLY & RANDY	5904 HIGHGATE AVE	EAST LANSING	MI	48823	\$539.47	
102	33-02-02-08-101-025	Heritage Hills Subdivision	17	5913 HIGHGATE	STACKS, FREDERICK D & MARY JO	5913 HIGHGATE AVE	EAST LANSING	MI	48823	\$587.54	
103	33-02-02-08-101-033	Heritage Hills #3	75 +	5923 HIGHGATE	PIERCE, ROBERT D & SHARON	5923 HIGHGATE AVE	EAST LANSING	MI	48823	\$299.70	
104	33-02-02-08-126-006	Heritage Hills #4	200	5990 HIGHGATE	HIRSCHEL, L ANNE REV TRUST	5990 HIGHGATE AVE	EAST LANSING	MI	48823	\$599.41	
105	33-02-02-34-202-008	Kinawa View	11	3926 JONQUIL	KURADA, SAI & BICE, ADAM	3926 JONQUIL LN	OKEMOS	MI	48864	\$329.67	
106	33-02-02-34-202-006	Kinawa View	9	3938 JONQUIL	ROBINSON, RONALD J & HELMA	3938 JONQUIL LN	OKEMOS	MI	48864	\$329.67	
107	33-02-02-34-202-001	Kinawa View	7	3950 JONQUIL	HASHSHAM, SYED & FAROOQI, NIHALA	3950 JONQUIL LN	OKEMOS	MI	48864	\$431.75	
108	33-02-02-32-401-003	Sanctuary	46	2718 LOON	KHEIRAIE, ALI ZOCCAIE & GHAMAMI, MEHRNAZ	2718 LOON LN	OKEMOS	MI	48864	\$329.67	
109	33-02-02-10-179-006	Hillbrook Park	9	1819 LYNDHURST	JACOBSON, CHARLES & SARAH	1819 LYNDHURST WAY	HASLETT	MI	48840	\$191.81	
110	33-02-02-10-179-004	Hillbrook Park	7	1835 LYNDHURST	WOOD, LYNNE A	220 E GIER ST	LANSING	MI	48906-4035	\$239.76	
111	33-02-02-10-176-026	Hillbrook Park	55	1840 LYNDHURST	AMIN, WAHID AHMAD	1840 LYNDHURST WAY	HASLETT	MI	48840	\$143.86	
112	33-02-02-10-179-003	Hillbrook Park	6	1841 LYNDHURST	BELL, KRISTIAN	1841 LYNDHURST WAY	HASLETT	MI	48840	\$239.76	
113	33-02-02-10-176-015	Hillbrook Park	58	1852 LYNDHURST	SHILLAIR, DANIEL I	1852 LYNDHURST WAY	HASLETT	MI	48840	\$935.07	
114	33-02-02-10-178-010	Hillbrook Park	12	5778 MONTEBELLO	BIRD, CATHERINE A TRUST	1260 HOLT RD	MASON	MI	48854	\$575.43	
115	33-02-02-10-177-018	Hillbrook Park	29	5787 MONTEBELLO	LOCATELLI, PETER B & SHIRLEY	5787 MONTEBELLO AVE	HASLETT	MI	48840	\$191.81	
116	33-02-02-10-177-017	Hillbrook Park	28	5795 MONTEBELLO	PIAVIS, MARK & LINDA TRUSTEES	5795 MONTEBELLO AVE	HASLETT	MI	48840	\$623.38	
117	33-02-02-10-178-007	Hillbrook Park	15	5802 MONTEBELLO	BATES, ANNA M & JEREMY M	5949 CHARTRES WAY	EAST LANSING	MI	48823	\$239.76	
118	33-02-02-10-177-016	Hillbrook Park	27	5805 MONTEBELLO	LENSING, BRYCE W & SWEET-LENSING SARAH B	5805 MONTEBELLO AVE	HASLETT	MI	48840	\$239.76	
119	33-02-02-10-178-006	Hillbrook Park	16	5808 MONTEBELLO	DURKEE, WILLARD C & MARJORIE TRUST	5808 MONTEBELLO AVE	HASLETT	MI	48840	\$283.03	
120	33-02-02-10-177-014	Hillbrook Park	25	5817 MONTEBELLO	SCHULZE, PATRICIA	60 S BOULDER CTR #6021	BOULDER	CO	80303-4287	\$479.52	
121	33-02-02-10-178-004	Hillbrook Park	18	5822 MONTEBELLO	WILSON, THOMAS & LINDA	4 FUDORA CR	SIMPSONVILLE	SC	29681	\$191.81	
122	33-02-02-10-178-002	Hillbrook Park	20	5838 MONTEBELLO	GREEN, JOHN J & JUDY A	5838 MONTEBELLO AVE	HASLETT	MI	48840	\$191.81	
123	33-02-02-10-178-001	Hillbrook Park	21	5846 MONTEBELLO	SMITH, CHRISTOPHER J	5846 MONTEBELLO AVE	HASLETT	MI	48840	\$695.37	
124	33-02-02-10-129-016	Hillbrook Park #2	95	5881 MONTEBELLO	DEROSE, STEPHEN R	5881 MONTEBELLO AVE	HASLETT	MI	48840	\$671.33	
125	33-02-02-10-129-012	Hillbrook Park #2	99	5909 MONTEBELLO	DOHONEY, LOUISE E & CUTHBERT, MATTHEW J	5909 MONTEBELLO AVE	HASLETT	MI	48840	\$191.81	
126	33-02-02-10-129-011	Hillbrook Park #2	100	5919 MONTEBELLO	PAYNE, CAROL A & STRICKLAND, MEGAN	5919 MONTEBELLO AVE	HASLETT	MI	48840	\$479.52	
127	33-02-02-10-129-010	Hillbrook Park #2	101	5927 MONTEBELLO	ANDERSON, JOHN C	5927 MONTEBELLO AVE	HASLETT	MI	48840	\$1,218.04	
128	33-02-02-10-129-009	Hillbrook Park #2	102	5935 MONTEBELLO	WORD, WILLIAM & JUANITA TRUST	5935 MONTEBELLO AVE	HASLETT	MI	48840	\$239.76	
129	33-02-02-33-253-003	Briarwood Subdivision	26	3782 NEW SALEM	JUN, JUNG HA	3782 NEW SALEM AVE	OKEMOS	MI	48864	\$299.70	
130	33-02-02-33-251-023	Briarwood Subdivision	41	3833 NEW SALEM	3833 NEW SALEM LLC	3833 NEW SALEM AVE	OKEMOS	MI	48864	\$899.11	
131	33-02-02-33-252-010	Briarwood Subdivision	21	3836 NEW SALEM	WEBB REVOCABLE TRUST	3836 NEW SALEM AVE	OKEMOS	MI	48864	\$299.70	
132	33-02-02-33-252-005	Briarwood Subdivision	16	3866 NEW SALEM	PARTICKA, MICHAEL G & CHRISLYN A	3866 NEW SALEM AVE	OKEMOS	MI	48864	\$299.70	
133	33-02-02-33-251-018	Briarwood Subdivision	46 & 47 -	3867 NEW SALEM	BOCTOR, KAMIL & NABILA	3867 NEW SALEM AVE	OKEMOS	MI	48864	\$299.70	
134	33-02-02-33-203-008	Briarwood Subdivision	7	3896 NEW SALEM	LACOURSIER, RUSSELL & GAYLE	3896 NEW SALEM AVE	OKEMOS	MI	48864	\$299.70	
135	33-02-02-08-129-017	Heritage Hills #4	229	5905 PATRIOTS	RAINVILLE, JEFFREY & EPOLITO, AMANDA	5905 PATRIOTS WAY	EAST LANSING	MI	48823	\$935.45	

2022 ORDER TO MAINTAIN SIDEWALK  
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Repair Address					Mailing Address						Property Owner Cost
Parcel #	Subdivision	Lot No.	Repair Address		Primary Name	Street Address	City	ST	Zip		
136	33-02-02-34-251-016	Kinawa View #2	89	3830	PINE KNOLL	KEENOY, MARSHA L	3830 PINE KNOLL DR	OKEMOS	MI	48864	\$599.41
137	33-02-02-34-251-010	Kinawa View #2	83	3836	PINE KNOLL	REICOSKY, DAVID & BONNIE GAY TRUSTEES	3836 PINE KNOLL DR	OKEMOS	MI	48864	\$179.82
138	33-02-02-34-251-001	Kinawa View #2	75	3842	PINE KNOLL	KNICKERBOCKER, ROBERT H	3842 PINE KNOLL DR	OKEMOS	MI	48864	\$299.70
139	33-02-02-33-204-012	Briarwood #3	108 -	3854	RALEIGH	QUATES, EDWARD W & HESTER, JESSICA	3854 RALEIGH DR	OKEMOS	MI	48864	\$299.70
140	33-02-02-33-204-010	Briarwood #3	106	3872	RALEIGH	CARLSON, EDWARD H & LOUISE D TRUSTE	3872 RALEIGH DR	OKEMOS	MI	48864	\$299.70
141	33-02-02-33-204-009	Briarwood #3	105	3882	RALEIGH	WEBBER, GREGORY R & MEGHAN L	3882 RALEIGH DR	OKEMOS	MI	48864	\$299.70
142	33-02-02-33-203-007	Briarwood #3	69	3905	RALEIGH	CAVANAUGH, SHANE S	3905 RALEIGH DR	OKEMOS	MI	48864	\$299.70
143	33-02-02-33-229-033	Briarwood #5	278 +	3850	ROXBURY	HARRIER, IAN M & SARAH E	3850 ROXBURY AVE	OKEMOS	MI	48864	\$179.82
144	33-02-02-33-228-012	Briarwood #5	257	3884	ROXBURY	AHMED, JALAL U & FERDOUS	3884 ROXBURY AVE	OKEMOS	MI	48864	\$179.82
145	33-02-02-33-252-028	Briarwood #4	130	3823	SANDLEWOOD	WALDMILLER, RAYMOND & MARY E	3823 SANDLEWOOD DR	OKEMOS	MI	48864	\$299.70
146	33-02-02-33-252-027	Briarwood #4	131	3833	SANDLEWOOD	MIYAZAKI, SATORU & TERUKO TRUST	3833 SANDLEWOOD DR	OKEMOS	MI	48864	\$599.41
147	33-02-02-33-252-026	Briarwood #4	132	3843	SANDLEWOOD	DUNN, RICHARD & MARYANN	3843 SANDLEWOOD DR	OKEMOS	MI	48864	\$299.70
148	33-02-02-33-276-009	Briarwood #4	167	3864	SANDLEWOOD	HEPP, RALPH E & PATRICIA	3864 SANDLEWOOD DR	OKEMOS	MI	48864	\$329.67
149	33-02-02-33-276-008	Briarwood #4	166	3874	SANDLEWOOD	FULKERSON, MAX & PANKEN, SARAH	3874 SANDLEWOOD DR	OKEMOS	MI	48864	\$329.67
150	33-02-02-33-276-005	Briarwood #4	163	3892	SANDLEWOOD	KING, TIFFANY A	3892 SANDLEWOOD DR	OKEMOS	MI	48864	\$299.70
151	33-02-02-33-204-014	Briarwood #4	142	3921	SANDLEWOOD	WHITE, MELVIN L	3921 SANDLEWOOD DR	OKEMOS	MI	48864	\$329.67
152	33-02-02-34-179-001	Hidden Valley #4	60	1772	SASHABAW	HARROD, BRIAN & LINDSAY	1772 SASHABAW DR	OKEMOS	MI	48864	\$179.82
153	33-02-02-28-304-015	Okemos Square	47	2394	SEVILLE	COMSTOCK, BRIAN JOSHUA & HOLLY J	2394 SEVILLE DR	OKEMOS	MI	48864	\$299.70
154	33-02-02-28-304-014	Okemos Square	48	2400	SEVILLE	MALDE, PARESH J & VAIDYA, SHRUTI J	2400 SEVILLE DR	OKEMOS	MI	48864	\$299.70
155	33-02-02-28-304-013	Okemos Square	49	2406	SEVILLE	PARKER, KEVIN T & HOAG, MICHELLE	2406 SEVILLE DR	OKEMOS	MI	48864	\$299.70
156	33-02-02-08-181-002	Heritage Hills #3	92 +	5856	SHADOW LAWN	GORDON, HOWARD F & BRENDA B	5856 SHADOW LAWN DR	EAST LANSING	MI	48823	\$395.61
157	33-02-02-08-128-013	Heritage Hills #3	117	5891	SHADOW LAWN	PEREDES, NERMIS S MIESES & MCLEOD, XAVIER I SUAREZ	5891 SHADOW LAWN DR	EAST LANSING	MI	48823	\$299.70
158	33-02-02-33-229-030	Briarwood #5	284	2030	SHAGBARK	COLE, PETER & JENNIFER	2030 SHAGBARK LN	OKEMOS	MI	48864	\$599.41
159	33-02-02-33-229-025	Briarwood #5	279	2080	SHAGBARK	CONRAD, CRAIG J & CAROL A	2080 SHAGBARK LN	OKEMOS	MI	48864	\$299.70
160	33-02-02-33-228-013	Briarwood #5	258	2070	SHELDRAKE	ERICKSEN, GERALD A & VANWIJEREN, GRETEL A	2070 SHELDRAKE AVE	OKEMOS	MI	48864	\$299.70
161	33-02-02-33-229-007	Briarwood #5	270	3880	SHELDRAKE	ITSELL, MICHAEL J & MELISSA	3880 SHELDRAKE AVE	OKEMOS	MI	48864	\$299.70
162	33-02-02-33-229-006	Briarwood #5	269	3886	SHELDRAKE	CONNORS, WILLIAM III & JENNIFER	3886 SHELDRAKE AVE	OKEMOS	MI	48864	\$299.70
163	33-02-02-33-229-005	Briarwood #5	268	3890	SHELDRAKE	KLAUKA, DAVID T	3890 SHELDRAKE AVE	OKEMOS	MI	48864	\$299.70
164	33-02-02-33-229-004	Briarwood #5	267	3900	SHELDRAKE	CONN-AUSTEN FAMILY TRUST	3900 SHELDRAKE AVE	OKEMOS	MI	48864	\$299.70
165	33-02-02-33-229-002	Briarwood #5	265	3920	SHELDRAKE	CANJA, DEBORAH K TRUST	2025 CENTRAL PARK DR, UNIT 255	OKEMOS	MI	48805	\$299.70
166	33-02-02-10-177-002	Hillbrook Park	41	1803	SHERBROOK	MESSINA, MARC E & JESSICA L	1803 SHERBROOK WAY	HASLETT	MI	48840	\$191.81
167	33-02-02-10-176-002	Hillbrook Park	67	1845	SHERBROOK	DOUGLAS, KAYCI R	1845 SHERBROOK WAY	HASLETT	MI	48840	\$287.83
168	33-02-02-10-127-009	Hillbrook Park #1	86	1866	SHERBROOK	HARNEY, DOROTHY M	1866 SHERBROOK WAY	HASLETT	MI	48840	\$239.76
169	33-02-02-11-480-012	Chippewa Woods #2	53	5537	SILVERLEAF CT	BETTEN, DAVID P & BETH S	5537 SILVERLEAF CT	HASLETT	MI	48840	\$689.32

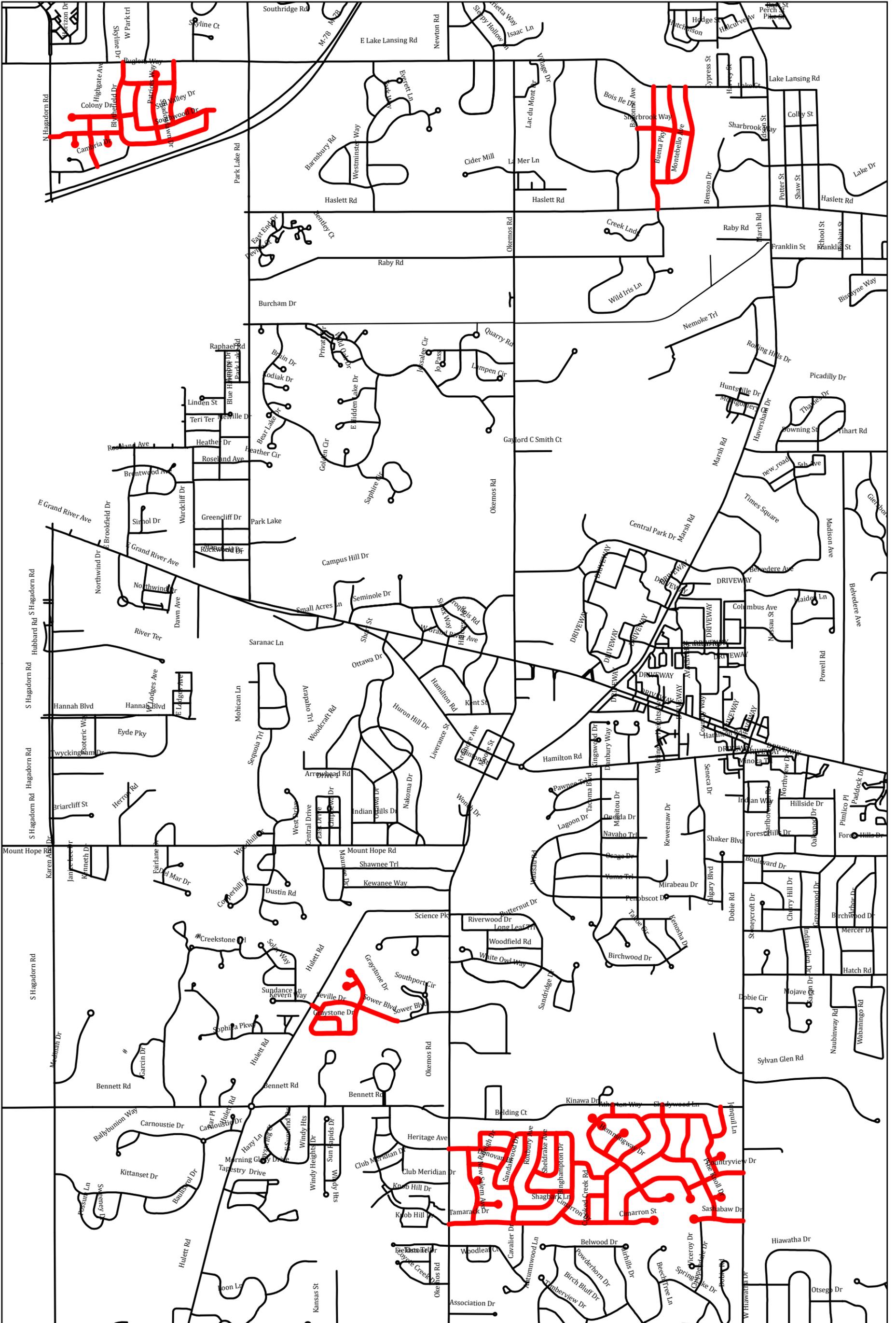
2022 ORDER TO MAINTAIN SIDEWALK  
SPECIAL ASSESSMENT DISTRICT NO. 20 - RESOLUTION 2

Repair Address					Mailing Address						Property Owner Cost
Parcel #	Subdivision	Lot No.	Repair Address		Primary Name	Street Address	City	ST	Zip		
170	33-02-02-08-154-003	Heritage Hills Subdivision	32	5848	SMITHFIELD	BEYERLEIN, SUSAN L	5848 SMITHFIELD AVE	EAST LANSING	MI	48823	\$359.79
171	33-02-02-08-153-013	Heritage Hills Subdivision	28	5853	SMITHFIELD	ALLEN, ALEXAL & BRADLEY T	5853 SMITHFIELD AVE	EAST LANSING	MI	48823	\$599.41
172	33-02-02-08-154-002	Heritage Hills Subdivision	33	5854	SMITHFIELD	KITAGAWA, JUN & REIKO	5854 SMITHFIELD AVE	EAST LANSING	MI	48823	\$599.41
173	33-02-02-08-253-007	Heritage Hills #4	135	2751	SOUTHWOOD	DALEN, MICHELE	1903 WOOD ST	LANSING	MI	48912	\$719.58
174	33-02-02-08-253-009	Heritage Hills #4	133	2759	SOUTHWOOD	CLYMA, JESSE & LYNNE E	2759 SOUTHWOOD DR	EAST LANSING	MI	48823	\$299.70
175	33-02-02-08-253-010	Heritage Hills #4	132	2763	SOUTHWOOD	ORNELAS, ANN MARIE & TERRENCE L & TONI LYNNE	2763 SOUTHWOOD DR	EAST LANSING	MI	48823	\$299.70
176	33-02-02-08-181-010	Heritage Hills #4	148	2772	SOUTHWOOD	NOVICKI, MARKETTA L TRUST	2772 SOUTHWOOD DR	EAST LANSING	MI	48823	\$299.70
177	33-02-02-08-181-009	Heritage Hills #4	149	2776	SOUTHWOOD	WATTERS TRUST, LYNLEY J & MICHAEL A	2776 SOUTHWOOD DR	EAST LANSING	MI	48823	\$599.41
178	33-02-02-08-181-008	Heritage Hills #4	150	2782	SOUTHWOOD	JAKOVAC, SCOTT & SHANNON	2782 SOUTHWOOD DR	EAST LANSING	MI	48823	\$299.70
179	33-02-02-08-180-019	Heritage Hills #3	93	2804	SOUTHWOOD	HIRSCH, STEVEN A & JENNIFER R	2804 SOUTHWOOD DR	EAST LANSING	MI	48823	\$599.41
180	33-02-02-08-180-018	Heritage Hills #3	94	2812	SOUTHWOOD	GUNGOR, SEDAT & ZAREMA	2812 SOUTHWOOD DR	EAST LANSING	MI	48823	\$299.70
181	33-02-02-08-182-010	Heritage Hills #3	100	2819	SOUTHWOOD	HARVEY, RALPH & CATHERINE	2819 SOUTHWOOD DR	EAST LANSING	MI	48823	\$299.70
182	33-02-02-08-180-017	Heritage Hills #3	95	2820	SOUTHWOOD	WOLDRING, DANIEL R & CAROLYN J L	2820 SOUTHWOOD DR	EAST LANSING	MI	48823	\$899.11
183	33-02-02-08-182-009	Heritage Hills #3	99	2827	SOUTHWOOD	GALLEGOS JR, GILBERT & KIMBERLY MARIE	2827 SOUTHWOOD DR	EAST LANSING	MI	48823	\$299.70
184	33-02-02-28-306-022	Okemos Square	1 +	2375	SOWER	QUIRANTE, JEFF & MARIA BLANCHE B	2375 SOWER BLVD	OKEMOS	MI	48864	\$179.82
185	33-02-02-28-302-009	Okemos Square	29	2440	SOWER	BRITTEN, TAMMY & POTTER, LUCAS	2440 SOWER BLVD	OKEMOS	MI	48864	\$179.82
186	33-02-02-08-129-007	Heritage Hills #3	119	2790	STILL VALLEY	IDING, JOSEPH J & ANNA A	2790 STILL VALLEY DR	EAST LANSING	MI	48823	\$299.70
187	33-02-02-08-128-014	Heritage Hills #3	118	2812	STILL VALLEY	HERSHEY, WILLARD J & DELL S	2812 STILL VALLEY DR	EAST LANSING	MI	48823	\$179.82
188	33-02-02-32-228-014	Sunwind Estates	70	3925	SUNWIND DR EAST	AUDAS, PAULA M	3925 SUNWIND DR EAST	OKEMOS	MI	48864	\$299.70
189	33-02-02-33-278-020	Briarwood #5	214	2050	TAMARACK	AKTULGA, HASAN METIN & FATMA SENA	2050 TAMARACK DR	OKEMOS	MI	48864	\$299.70
190	33-02-02-33-278-018	Briarwood #5	212	2070	TAMARACK	DANIK, MICHAEL J	2070 TAMARACK DR	OKEMOS	MI	48864	\$539.47
191	33-02-02-33-278-017	Briarwood #5	211	2080	TAMARACK	MCCARTY, KELLY L & BRENDAN D	2080 TAMARACK DR	OKEMOS	MI	48864	\$239.76
192	33-02-02-34-152-014	Hidden Valley #2	20	1989	THISTLEWOOD	THIRUVENGADAM TRUST, THIRU & KULKARNI, ROSHNI	1989 THISTLEWOOD RD	OKEMOS	MI	48864	\$539.47
193	33-02-02-34-152-006	Hidden Valley	11 -	3798	THISTLEWOOD	CHOI, YONGJUN & KIM, MINHYE	3798 THISTLEWOOD RD	OKEMOS	MI	48864	\$539.47
194	33-02-02-34-202-014	Kinawa View	17	3898	TRAILWOOD	BUSCETTA, JAMES S & ROSEMARY TRUSTE	3898 TRAILWOOD DR	OKEMOS	MI	48864	\$299.70
195	33-02-02-34-202-013	Kinawa View	16	3902	TRAILWOOD	GOODALL, BRADLEY LYNN	3902 TRAILWOOD DR	OKEMOS	MI	48864	\$299.70
196	33-02-02-34-154-001	Briarwood #6	318	2001	VALLEYBROOK	WRIGHT, TIFFANY L & JEFFERY	2001 VALLEYBROOK DR	OKEMOS	MI	48864	\$299.70
197	33-02-02-35-301-008	Ember Oaks	16	1433	WANDERING WAY	PATEL, SHARADHDHEY & SHRADHDHA	1433 WANDERING WAY	OKEMOS	MI	48864	\$209.79
198	33-02-02-12-154-008	Wood Valley Sub.	46	5563	WOOD VALLEY	KACHELSKI, RICHARD & JULIE	5563 WOOD VALLEY DR	HASLETT	MI	48840	\$299.70
199	33-02-02-34-182-001	Briarwood #11	409	1808	YOSEMITE	ELIAS, DAVID J & ROBIN J	1808 YOSEMITE DR	OKEMOS	MI	48864	\$179.82
200	33-02-02-34-181-003	Briarwood #11	397	1855	YOSEMITE	ADAMS, KENNETH G & LINDA S	1855 YOSEMITE DR	OKEMOS	MI	48864	\$599.41
201	33-02-02-34-181-002	Briarwood #12	396	1865	YOSEMITE	FOSTER, MATTHEW & LISA	1865 YOSEMITE DR	OKEMOS	MI	48864	\$599.41
202	33-02-02-34-182-009	Briarwood #11	417	1866	YOSEMITE	MCGRATH, DENNIS J & SHERYL B	1866 YOSEMITE DR	OKEMOS	MI	48864	\$299.70
203	33-02-02-34-182-011	Briarwood #11	418 -	1872	YOSEMITE	BROGAN, ANDREW D & CAROLE A	1872 YOSEMITE DR	OKEMOS	MI	48864	\$299.70
204	33-02-02-34-155-020	Briarwood #9	372	3791	YOSEMITE	CRAIG, BARBARA E	3791 YOSEMITE DR	OKEMOS	MI	48864	\$299.70

**TOTAL: \$72,993.70**

# MERIDIAN TOWNSHIP

## 2022 Order to Maintain Sidewalk Investigation



KINAWA DR.

OKEMOS RD.



BRIARWOOD and #3, 4, 5

● CONCRETE REPLACEMENT LOCATION

Meridian Charter Township  
 Ingham County, Michigan  
**ENGINEERING DEPARTMENT**

Briarwood Sidewalk Repair  
 Locations

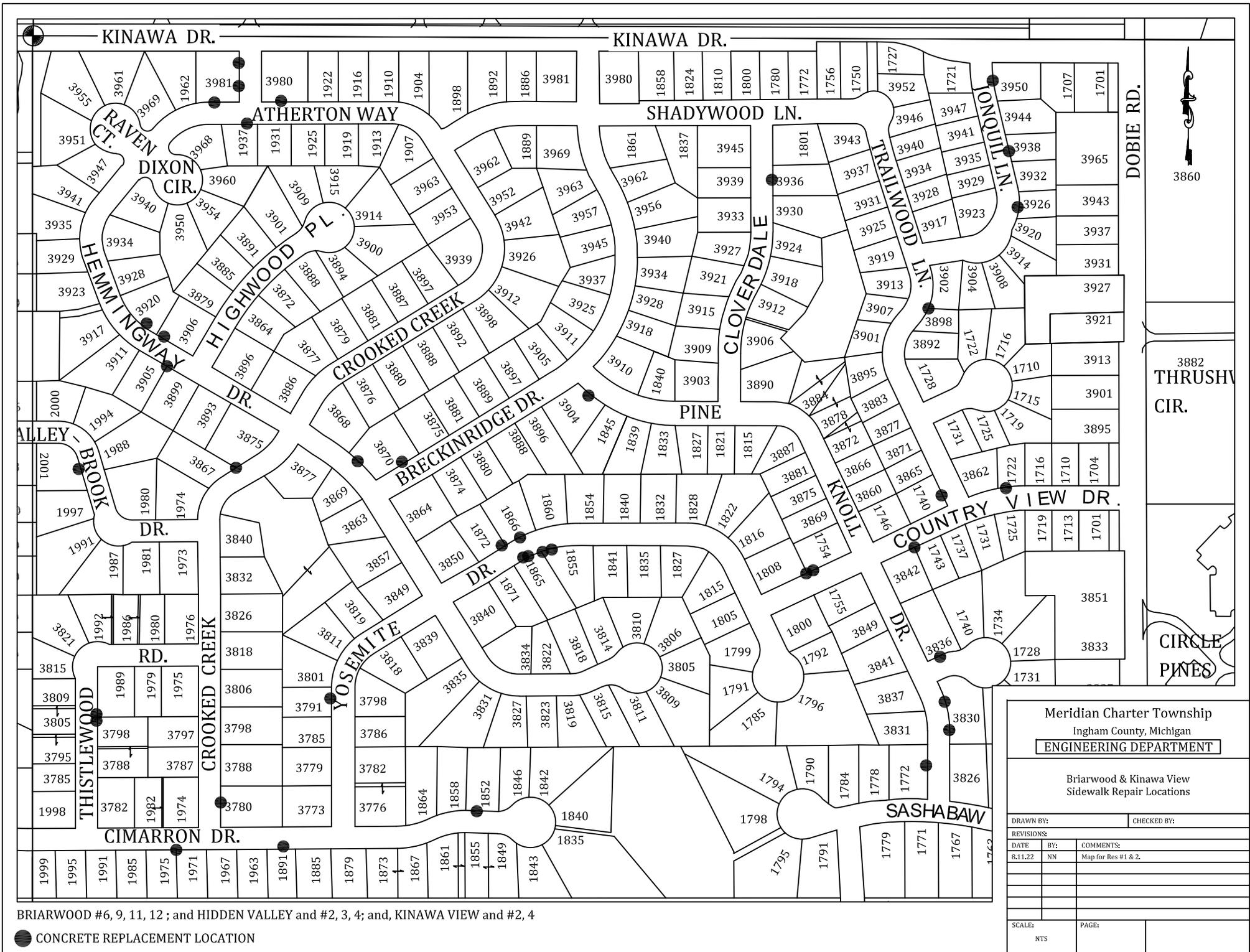
DRAWN BY: \_\_\_\_\_ CHECKED BY: \_\_\_\_\_

REVISIONS:

DATE	BY:	COMMENTS:
8.11.22	NN	Map for Res #1 & 2.

SCALE: \_\_\_\_\_ PAGE: \_\_\_\_\_  
 NTS





BRIARWOOD #6, 9, 11, 12 ; and HIDDEN VALLEY and #2, 3, 4; and, KINAWA VIEW and #2, 4

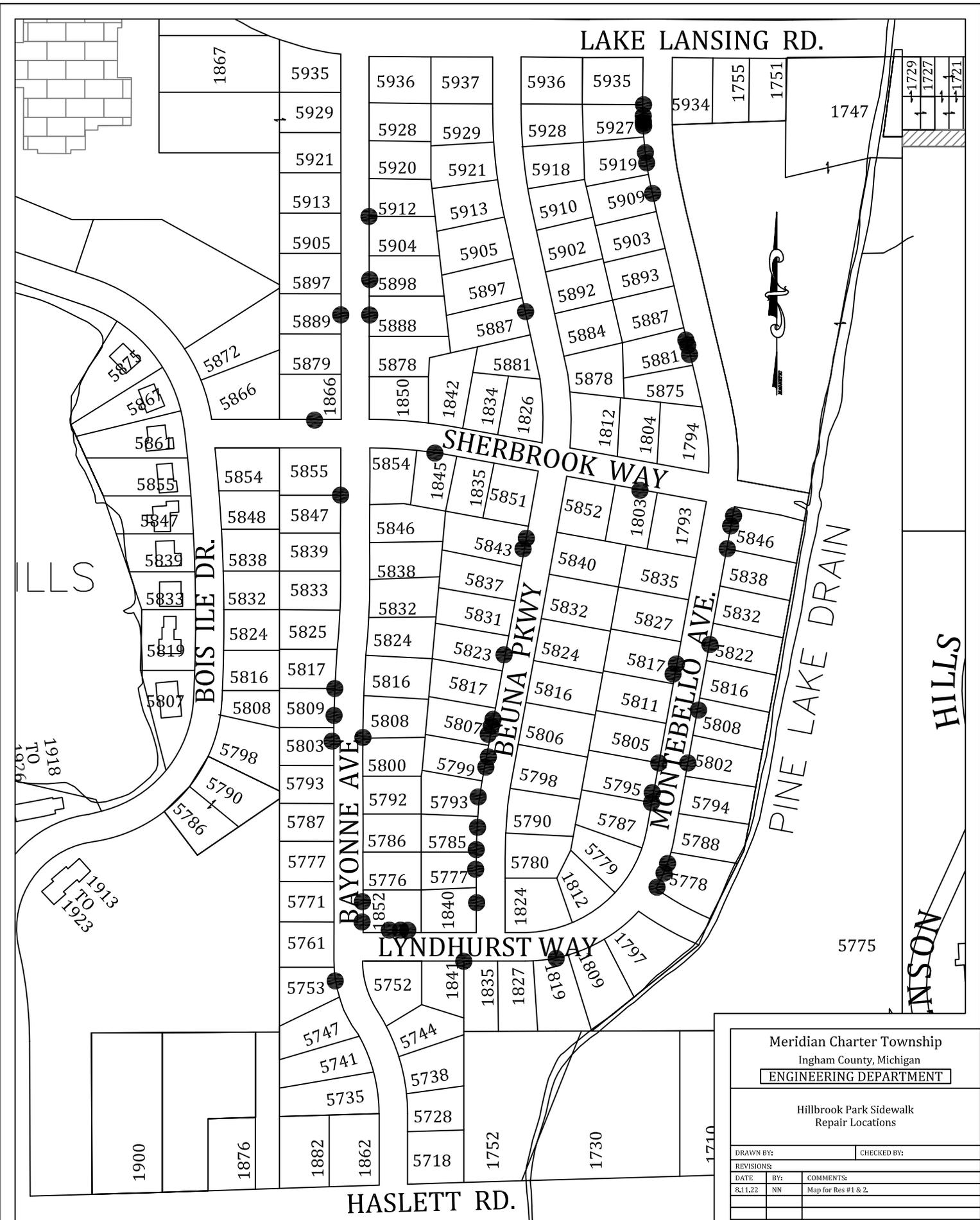
● CONCRETE REPLACEMENT LOCATION

Meridian Charter Township  
Ingham County, Michigan  
**ENGINEERING DEPARTMENT**

Briarwood & Kinawa View  
Sidewalk Repair Locations

DRAWN BY:		CHECKED BY:	
REVISIONS:			
DATE	BY:	COMMENTS:	
8.11.22	NN	Map for Res #1 & 2.	
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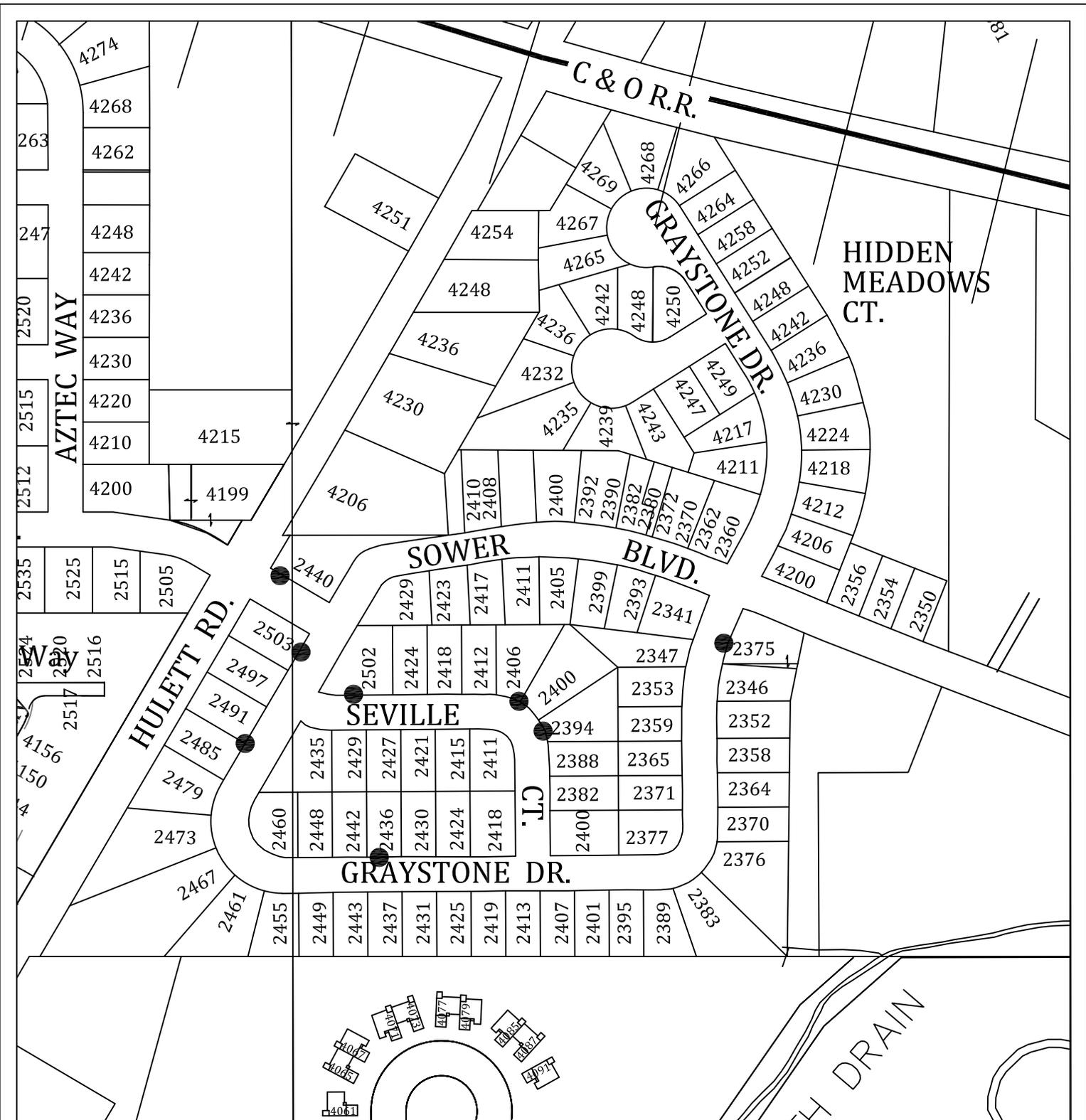




HILLBROOK PARK and #1, 2

● CONCRETE REPLACEMENT LOCATION

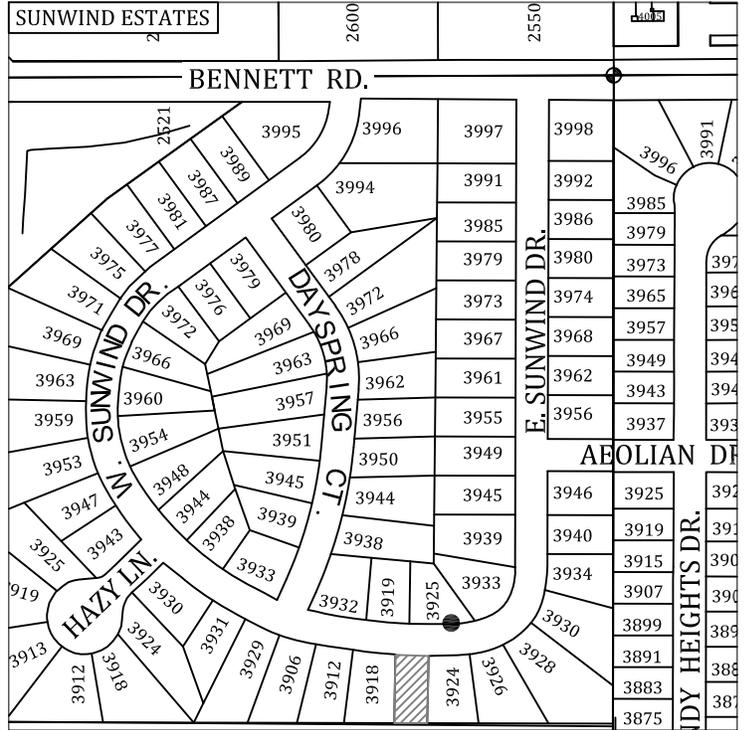
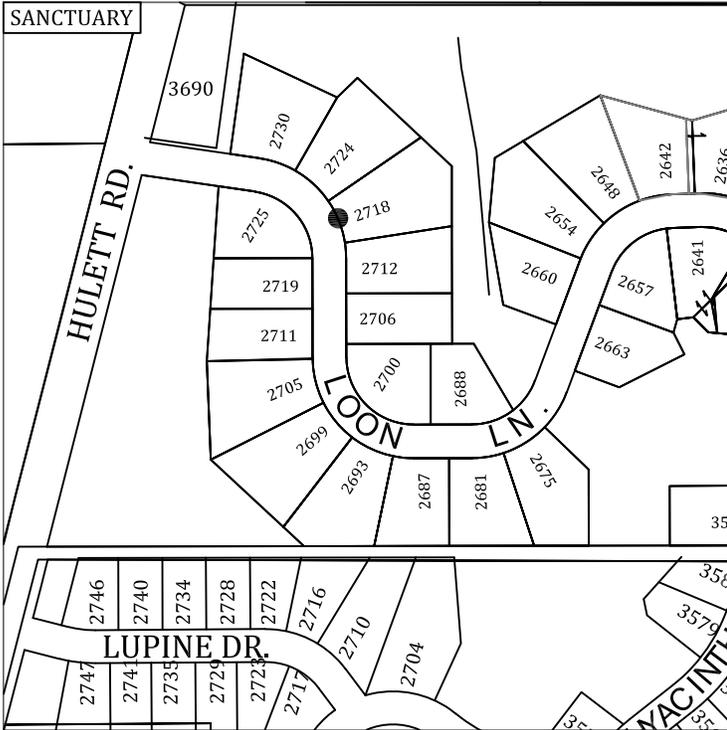
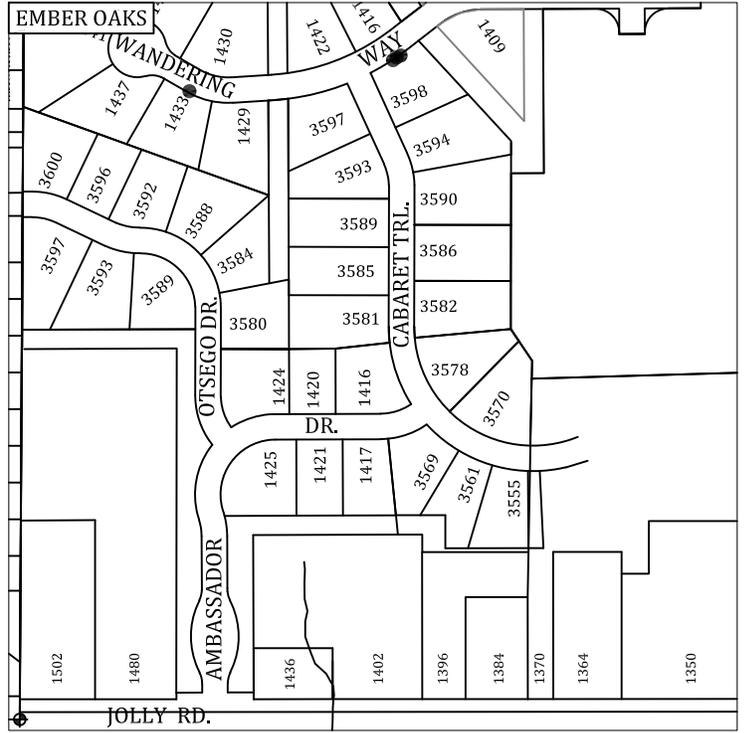
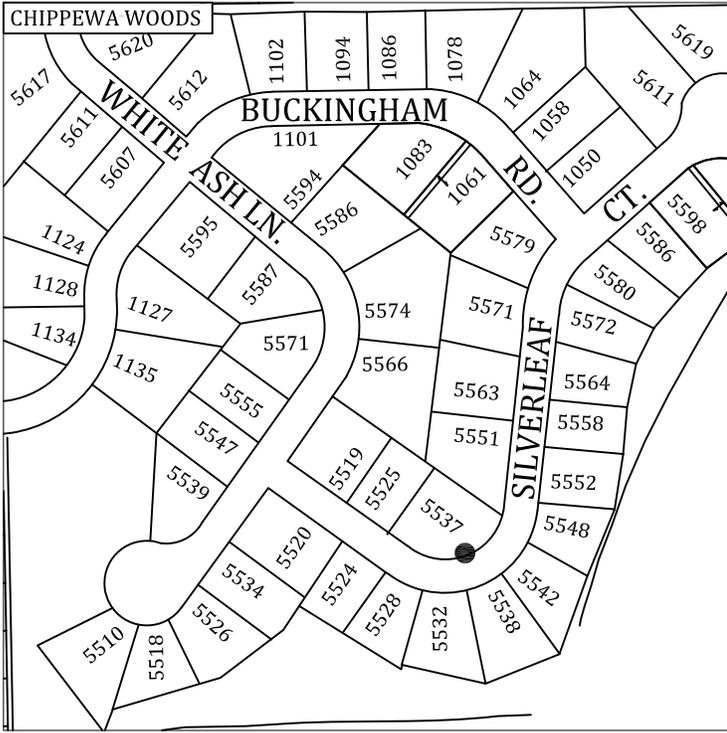
<b>Meridian Charter Township</b> Ingham County, Michigan <b>ENGINEERING DEPARTMENT</b>		
Hillbrook Park Sidewalk Repair Locations		
DRAWN BY:		CHECKED BY:
REVISIONS:		
DATE:	BY:	COMMENTS:
8.11.22	NN	Map for Res #1 & 2.
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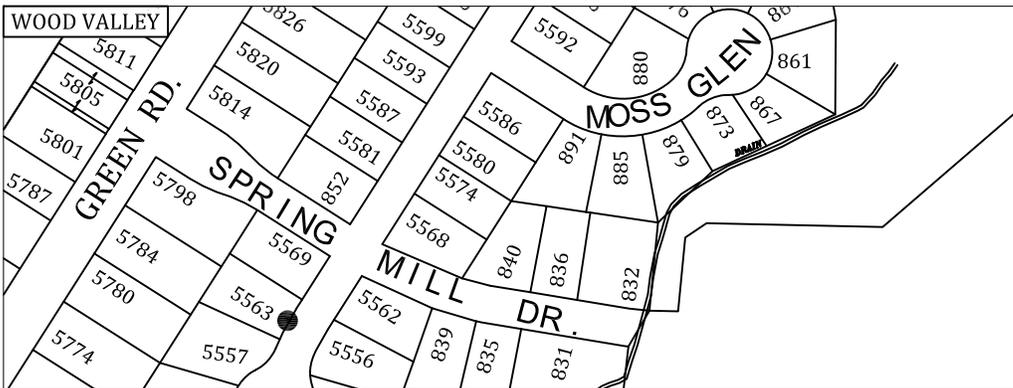
OKEMOS SQUARE

● CONCRETE REPLACEMENT LOCATION

<b>Meridian Charter Township</b> Ingham County, Michigan <b>ENGINEERING DEPARTMENT</b>			
Okemos Square Sidewalk Repair Locations			
DRAWN BY:		CHECKED BY:	
REVISIONS:			
DATE:	BY:	COMMENTS:	
8.1.1.22	NN	Map for Res #1 & 2.	
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● CONCRETE REPLACEMENT LOCATION



Meridian Charter Township  
 Ingham County, Michigan  
**ENGINEERING DEPARTMENT**

Chippewa Woods, Ember Oaks,  
 Sanctuary, Sunwind Estates, and Wood  
 Valley Sidewalk Repair Locations

DRAWN BY:		CHECKED BY:	
REVISIONS:			
DATE	BY:	COMMENTS:	
8.1.1.22	NN	Map for Res #1 & 2.	
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**To: Board Members**  
**From: Dan Opsommer, Assistant Township Manager and Director of Public Works and Engineering**  
**Date: September 6, 2022**  
**Re: Waiving Sec. 50-84, Subsection (4) for the Okemos Rd Transmission Raw Water Main Project**

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We need to waive Sec. 50-84, subsection (4) in a narrow manner for the Okemos Rd Transmission Raw Water Main project in order to ensure the contractor can complete pullbacks when necessary for their underground boring. A pullback is the final step in a Horizontal Directional Drilling operation, where the product pipe is pulled back through the pilot bore into its final position.

This subsection in our code of ordinances restricts construction hours to 7 a.m. to 9 p.m. Monday through Saturday. It prohibits construction work at all hours of the day on Sundays and holidays. Here is the specific subsection in question:

*(4) Construction. Operating or permitting the operation of any tools or equipment used in construction, excavation, demolition, alteration, or repair of any building, street, or highway between the hours of 7:00 p.m. and 7:00 a.m. the following day or on Sundays or federal holidays such that the sound therefrom is plainly audible in any dwelling, hotel, hospital, office, or residence or on any residential property other than the property from which the noise emanates or originates with the following exceptions:*

*a. Noise from the operation of any tools or equipment used in construction, excavation, demolition, alteration, or repair of any building, street, or highway that does not exceed 50 dBA as measured at the property line of the closest residential use shall be permitted between 7:00 p.m. and 9:00 p.m., not including Sundays or federal holidays.*

There are residential parcels near this site, but the pullbacks have to be performed to ensure the pilot bore doesn't cave in or have other blockages created before they are able to pull the pipe into the pilot bore.

Therefore, the Department of Public Works and Engineering is asking the Board to waive this provision in a narrow manner for this specific component of this project. The contractor will not work longer than is necessary, but they may not be able to complete their pullbacks by 7 p.m. when performing this specific scope of the project. This is the reason for the exemption.

**The following motion has been prepared for Board consideration:**

**MOVE TO WAIVE SECTION 50-84, SUBSECTION (4) IN OUR CODE OF ORDINANCES TO PERMIT THE EAST LANSING MERIDIAN WATER AND SEWER AUTHORITY AND ITS**

**Memo to Township Board**

**April 26, 2022**

**Re: Waiving Sec. 50-84, Subsection (4) for the Okemos Rd Transmission Raw Water Main Project**

**Page 2**

**CONTRACTOR WORKING ON THE OKEOMS RD TRANSMISSION MAIN PROJECT TO CONDUCT PULLBACKS BETWEEN THE HOURS OF 7 A.M. AND 7 P.M. MONDAY THROUGH FRIDAY UNTIL DECEMBER 15, 2022.**



**To: Township Board**  
**From: Deborah Guthrie, Township Clerk August 31,**  
**Date: 2022**  
**Re: Election Commission Location Recommendation**

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In 2022, the Election Commission made the recommendation to the Township Board to move polling locations out of the public school districts. During the August 2, 2022 Election, each new location except for one received positive feedback.

On election day, I personally visited each site location and spoke with each Chair about the functionality of this site. Precinct 9 polling location at the Church of the Nazarene had too small of a processing/voting area and public area, the entrance and exit to the facility has only one drive being inappropriate for voters and emergency vehicles to enter and exit at the same time, causing back-up on Hamilton Road, and a musty order was present from the ventilation system.

At the August 25, 2022 Election Commission Meeting, the **Election Commission made a motion to recommend the Township Board approve moving Precinct 9 polling location to Faith Lutheran.**

Prior to that recommendation, staff visited three other possible sites, Commons Church on Marsh Rd., Okemos Masonic Temple on Okemos Rd., and Faith Lutheran on Dobie Rd. The Commons Church declined to be a site for the November 2022 election due to a large parking lot renovation being conducted this fall and possible conflict with Election Day parking. The Okemos Masonic Temple does not have air conditioning and parking is an issue vying with customers from Douglas J Salon, which is also under major renovation. Faith Lutheran has two polling locations in the lower level and there is additional space available in the upstairs vestibule area of the church to serve as a polling location for precinct 9. While this would place a third precinct site at Faith Lutheran; this site location and interior space meet each of the criteria set forth by the Michigan Bureau of Elections.

The Michigan Bureau of Elections guidelines on establishing polling locations states that a city council or township board is responsible for determining the location of polling places in the jurisdiction. Michigan election law, MCL 168.662, provides the following with respect to the establishment of polling places:

- Whenever possible, a polling place must be located in a publicly owned or controlled facility such as a school building, fire station or police station.

**Memo to Township Board**  
**September 2, 2022**  
**Re: Changing Precinct 9 Polling Location**  
**Page 2**

- If it is necessary to establish a polling place in a building other than a publicly owned or controlled facility, the building must be owned or controlled by an organization that is “exempt from federal income tax pursuant to section 501(c) other than 501(c)(4), (5), or (6) of the internal revenue code of 1986....”
- As an exception to the above, a polling place may be established in a “profit or nonprofit residence or facility in which 150 persons or more aged 62 or older reside or at an apartment building or complex in which 150 persons or more reside.”
- All polling places must be fully accessible to the elderly and handicapped. If necessary, the use of temporary ramps and signs designating handicap parking spaces may be employed on Election Day to ensure access.
- If a polling place is established in a building not owned or controlled by the city or township, it is advisable to have a polling place use agreement with the building owners.
- A polling place may not be established in a building that is owned by a business, individual, firm, organization, etc. that has established, directs, controls or financially supports the administration of a Political or Independent Committee registered under the Campaign Finance Act. This prohibition extends to a building owned by a subsidiary of a corporation or the local of a labor organization if the parent corporation or labor organization has established, directs, controls or financially supports the administration of a Political or Independent Committee.
- The same polling place may be used to accommodate up to six precincts if logistically practical. While the polling place is not required to be located within the precinct boundaries, each precinct must have its own precinct board within the shared polling place.
- A polling place may not be established, moved or abolished less than 60 days before an election unless the polling place has been “damaged, destroyed, or rendered inaccessible or unusable as a polling place.”
- An Accessibility Checklist can be found in the eLearning Center for use in determining whether a site is fully accessible or not. Use of the checklist is strongly recommended, as there are many requirements to ensure ADA compliance.

The ultimate decision is made at the Township Board level. Motion for consideration:

**MOTION TO ADOPT THE FOLLOWING RESOLUTION TO MOVE PRECINCT 9 POLLING LOCATION FROM CHURCH OF THE NAZARENE TO FAITH LUTERAN LOCATED AT 4515 DOBIE RD, OKEMOS, MI. 48864 AND DIRECT THE CLERK TO MAIL NEW VOTER ID CARDS TO EACH VOTER IN PRECINCT 9 AFFECTED BY THE PRECINCT REASSIGNMENT.**



**RESOLUTION TO APPROVE**

**RESOLUTION TO RELOCATE  
PRECINCT 9**

**RESOLUTION**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, in said Township on the \_\_\_ day of \_\_\_\_\_, 2022, at 6:00 p.m., Local Time.

PRESENT:

ABSENT:

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_

**WHEREAS**, Michigan election law requires that the legislative body in each township designate or prescribe the place or places of holding an election for the township; and

**WHEREAS**, Michigan election law requires that the legislative body in each township provide a suitable polling place in or for each precinct located in the township; and

**WHEREAS**, the Township Clerk’s office has visited and noted that the established polling location for Precinct 9 at the Church of the Nazarene, has issues with building accessibility, parking area location and size, polling location size, safety of residents entering and exiting onto Hamilton Road, and other facility difficulties; and

**WHEREAS**, in an effort to address the accessibility issues, facility difficulties and the safety of the residents, the Election Commission unanimously voted on Thursday, August 25, 2022 to recommend the Township Board make relocate Precinct 9 polling location to Faith Lutheran; and

**NOW, THEREFORE, BE IT RESOLVED** that, effective immediately, the Meridian Township Board hereby moves the polling location for Precinct 9 from the Church of the Nazarene to Faith Lutheran and directs the Township Clerk to immediately notify the registered electors in the precinct of the polling location change and take any other steps required by law to effectuate the change.

ADOPTED:

YEAS:

NAYS:

The resolution is \_\_\_\_\_





12. D

**To: Board Members**

**From: Ken Plaga, Chief of Police**

**Date: September 2, 2022**

**Re: 2022 Halloween Trick-or-Treating Hours**

---

Meridian Township will allow trick-or-treating on Halloween this year. For those who wish to participate in trick-or-treating, you can do so from 6:00 pm to 8:00 pm on Monday, October 31, 2022.

The following motion is proposed for Board consideration:

**MOVE TO AUTHORIZE TRICK-OR-TREATING ON MONDAY, OCTOBER 31, 2021 FROM 6:00 PM- 8:00 PM.**



**To: Township Board**

**From: Timothy R. Schmitt, AICP  
Community Planning and Development Director**

**Date: August 29, 2022**

**Re: Haslett Village - 1621 and 1655 Haslett Road - Brownfield Plan**

SP Holding Company, LLC has submitted a brownfield plan for the properties located at 1621 and 1655 Haslett Road, commonly known as the Haslett Village Square shopping center. The site is located at the southwest corner of Haslett and Marsh Roads and is currently developed with a series of commercial buildings, totaling 82,283 square feet, most of which is currently vacant. Earlier this year, the Township Board approved a Mixed Use Planned Unit Development project for the site which will bring the construction of 289 dwelling units in 19 buildings, a new 14,000 square foot building, and renovation of a 9,646 square feet commercial building currently existing on the site, while demolishing the remaining existing commercial buildings.

The brownfield plan proposes both State and Local capture. A total tax increment revenue (TIR) of \$2,778,028 would be created over the proposed 11 years of the plan. 89% of those dollars are capture of State taxes and 11% is local tax capture. Of that TIR amount, \$2,437,243 is available for developer reimbursement of eligible costs. The remaining \$340,785 will go towards local administration (\$12,938), the local brownfield revolving loan fund (\$12,938), and the State brownfield revolving loan fund (\$314,909).

The Meridian Township Brownfield Redevelopment Authority discussed the brownfield plan at its June 16, 2022 and July 28, 2022 meetings. At the July meeting, the Authority voted to recommend approval of the plan to the Township Board. Minutes from both of those meetings are attached.

Decision Criteria

In considering the brownfield plan, the Brownfield Redevelopment Financing Act (Public Act 381 of 1996) requires that the *“governing body shall determine whether the plan constitutes a public purpose.”* Public purpose is not defined in the Act, but the Natural Resources and Environmental Protection Act, which is referenced in PA 381, provides some guidance. This includes whether or not a project provides significant and measureable environmental, community, and economic benefits. Economic benefits are generally considered private investment, increases in taxable value, and job creation.

If a public purpose is identified, the Board can approve the plan or approve it with modifications, based on only the following considerations:

- Whether the plan meets the requirements of Section 13 of the Act, which references items required for inclusion in the plan itself, including information on financing, descriptions of eligible activities, and details on how the tax increment revenues generated by the project will be used. *Staff has reviewed the plans and determined that the required elements of Section 13 have been met.*

- Whether the proposed method of financing the costs of eligible activities is feasible and the MTBRA, on behalf of the developer, has the ability to arrange the financing, if the Authority is being asked to do so. *In this case, the Authority will play no role in the financing of the project. Staff has reviewed the pro forma for the project and has determined that the financing plan is feasible and can be undertaken by the development team.*
- Whether the costs of eligible activities proposed are reasonable and necessary to carry out the purposes of this act. *The proposed costs for the eligible activities are reasonable and each eligible activity is necessary to carry about the plan and purpose of the act.*
- Whether the amount of captured taxable value estimated to result from adoption of the plan is reasonable. *Township Assessor Ashley Winstead has reviewed the proposed taxable values and has determined that they are reasonable.*

The bullet points above are technical in nature and have been vetted and confirmed Staff is the attached review letter. The consideration of the plan constituting a public purpose must be determined by the Township Board. The public purpose can include the cleaning up of former contamination in the ground on the site, removal of asbestos from the site, redevelopment of a functionally obsolete and blighted shopping center, increased development activity in one of the Township's Potential Intensity Change Areas from the Comprehensive Plan, and any other item the Township Board determines is a public purpose of the project.

### **Township Board Options**

The Township Board has the option to approve, approve with modifications, or deny the proposed brownfield plan if no public purpose is found. Staff will provide a formal resolution for the Board to take action on at the September 20, 2022 meeting.

### **Attachments**

1. Staff review memo dated July 6, 2022
2. Meridian Township Brownfield Redevelopment Authority minutes - June 16, 2022 and July 28, 2022
3. 1621 and 1655 Haslett Road Brownfield Plan prepared by Triterra dated July 27, 2022



**To:** Meridian Charter Township Brownfield Authority

**From:** Timothy R. Schmitt, AICP  
Director of Community Planning and Development

**Date:** July 6, 2022

**Re:** Proposed Brownfield Plan for Haslett Village Square

---

Staff has completed our review of the Brownfield Plan for the Haslett Village project at 1621 and 1655 Haslett Road, Haslett, MI 48840. The Plan has been proposed SP Holding, LLC, the developer of the project. The project is located at the southwest corner of Haslett and Marsh Roads, currently home to the Haslett Village Square shopping center. This Brownfield Plan does not include the far western edge of the project, as that was covered by the Pine Village Brownfield Plan, that was previously approved by the Authority.

As mentioned previously, the proposed development would include the demolition of the majority of buildings on the current site, with only the 10,500 square foot building that currently houses Solid Rock Baptist Church remaining after redevelopment. The project is proposed to include the construction of 290 residential units and 21,750 square feet of non-residential space in 20 new buildings and the one remaining building, which will be retrofitted for a community hub and retail/restaurant space. There are a number of project amenities that are required by ordinance, that the developer will be constructing along with the buildings and infrastructure for the project. Total capital investment is estimated at \$60,000,000, with 38 new full-time equivalent jobs created from the project.

### **Basis for Eligibility under Act 381**

Staff has reviewed the proposed plan and the Brownfield enabling legislation and confirmed that the property is considered 'eligible property' as defined by Act 381. This is due to the fact that the property was formerly utilized for commercial purposes, they are parcels of land that meet the definition of 'facility' under Part 213 of the Natural Resources and Environmental Protection Act, or they are parcels of land that are adjacent and contiguous and those parcels are estimated to increase the captured taxable value of the property.

### **Displacement of Persons**

The property is largely vacant, with three current commercial tenants: a hair salon, pizza restaurant, and a church. There are no residents on the property, therefore there are no displacement of persons under the proposed development.

### **Financial Impact**

The proposed Plan requests the capture of local and state tax increment revenue (TIR) for up to \$2,437,243 of reimbursement to the developer for eligible costs, which will be discussed in the following section. The three additional reimbursements are as follows:

- State Brownfield Redevelopment Fund - \$314,909
- Administration of the Plan - \$12,938
- Local Brownfield Revolving Fund - \$12,938

## Haslett Village Brownfield Plan

The total reimbursement proposed in the plan is not to exceed \$2,778,028. Of that amount, 89% of the reimbursement dollars will come from the State of Michigan and only 11% will come from local taxes. The financial impact to each Taxing Jurisdiction can be found in Table 2 of the Plan. The project proposes to capture taxes for a total of eleven years, until 2033. The project is expected to be completed in 2029.

Reimbursements will only occur so long as there are available funds. If the actual costs of eligible activities are lower than the estimates in the Plan, reimbursement to the Development will be lower. If the Taxable Value is higher than estimated in the Plan, the reimbursement to the Developer may be completed sooner. Of specific note, the applicant is only modeling a 1% increase in Taxable Value, year over year. This is a conservative approach.

The Township's Assessor has reviewed the base values and the taxable value projections the plan is built upon and has determined that they are appropriate estimates, based on the project's description at this time.

### **Eligible Activities**

The Plan proposes to reimburse the developer for the following eligible activities:

- Pre-Approved Activities (Phase 1 Assessment, Phase 2 Assessment, Baseline Environmental Assessment)
- Department Specific Activities (Documentation of Due Care, Soil Management)
- Asbestos assessment and removal
- Demolition of the building and site
- Brownfield Plan and Act 381 Plan preparation
- Application fees
- Interest (5%)
- Contingency
- Soft Costs

Additionally, as mentioned previously, the plan will provide disbursements to the State Brownfield Revolving Fund, the Local Brownfield Revolving Fund, and for local Administration of the Plan. Details of the Brownfield Eligible Costs can be found in Table 1 of the plan.

### **Meridian Township Brownfield Redevelopment Authority Policies and Procedures**

Staff has reviewed the matter against the local policies and procedures, in addition to the above review against the State enabling legislation. Staff believes the proposal meets all of the local requirements, with minor comments as follows:

- The project is an eligible property, within the jurisdiction of Meridian Township.
- The project is consistent with the Master Plan and the goals of the Community.
- Redevelopment of the property is unlikely without the Brownfield assistance being requested. The applicant is exploring all possible funding options for the project.
- Staff has reviewed the financial analysis and believes that the eligible activities can be completed with the financial resources the Brownfield approval will bring.
- The developer has demonstrated a firm commitment to the project and has sufficient experience and development capabilities to make the project occur. **The developer must provide a pro forma financial statement for Staff review, prior to the matter proceeding to the Township Board for final review.**

## Haslett Village Brownfield Plan

- The site has access to needed infrastructure.

### **Staff Comments and Recommendation**

Staff would offer the following review comments with respect to the proposed plan.

- The applicant should update the project description throughout to reflect the slightly modified unit count and mix, and the total square footage. The numbers have changes slightly through the Mixed Use Planned Unit Development review and should be consistent across documents.
- The applicant should explain what a 'spool' is, as that question has arisen multiple times throughout the review of the project.
- The applicant must submit a proforma for review, prior to the matter proceeding to the Township Board.

In total, Staff believes the proposed Brownfield Plan for Haslett Village has been completed in accordance with Act 381 and the Meridian Township Brownfield Redevelopment Authority's program policies and procedures.

**CHARTER TOWNSHIP OF MERIDIAN  
BROWNFIELD REDEVELOPMENT AUTHORITY  
REGULAR MEETING MINUTES**

**APPROVED**

**June 16, 2022**

**5151 Marsh Road, Okemos, MI 48864-1198**

**Town Hall Room, 8:00 A.M.**

**PRESENT:** Chair Jeff Theuer, Township Manager Frank Walsh, Director Peter Trezise, Director John Matuszak  
**ABSENT:** Vice Chair Ned Jackson, Director Chapman, Director Van Coevering  
**STAFF:** Director of Community Planning and Development Timothy Schmitt, Neighborhoods and Economic Development Director Clark, Treasurer Phil Deschaine  
**OTHER:** Dave Van Haaren, Tri Terra, Matthew Kuschel, Fahey, Schultz, Burzych, Rhodes

**1. Call meeting to order**

Chair Theuer called the regular meeting to order at 8:03 a.m.

**2. Approval of Agenda**

Director Trezise moved to approve the agenda as written.

Supported by Director Matuszak

VOICE VOTE: Motion carried unanimously.

**3. Approval of Minutes**

Director Matuszak moved to approve the March 17, 2022 minutes, with the correction to the misspelling of his name throughout and the correction of a typo on page two.

Supported by Director Trezise

VOICE VOTE: Motion carried unanimously.

**4. Public Remarks – None**

**5. New Business**

**A. Elevation at Okemos Point Assignment Agreement**

CPD Director Schmitt introduced the matter, which involves the construction financing of the project for the new phase of construction. The collateral for the project gets moved between banks and the agreement, which has been reviewed by the Township Attorney, implements that move for the Brownfield proceeds.

Township Attorney Kuschel outlined the agreement and how the assignment actually gets triggered, in the event of a default. The Brownfield Redevelopment Authority has strong protections in the event this agreement were triggered.

Chair Theuer indicated that the BRA has previously approved these and that they are somewhat proforma.

Director Matuszak asked about the assignment of reimbursements and whether they go directly to the bank. Attorney Kuschel outlined the odd wording of the agreement and

explained that the reimbursements would still go the developer unless there was a default triggered.

Director Matuszak moved to approve the Assignment Agreement for the Elevation at Okemos Point project.

Supported by Trezise

VOICE VOTE: Motion carried unanimously

Attorney Kuschel raised the question as to whether or not the Brownfield Authority would like to continue to see these type of agreements in front of the Board in the future or would prefer to delegate that matter to the Chairperson. The Board generally agreed that they would prefer full board approval for these documents.

**B. Haslett Village Square Brownfield Plan**

CPD Director Schmitt introduced the project and discussed how it interacts with the previously approved Pine Village Brownfield Plan. CPD Director Schmitt pointed out the buildings and parcels that are covered by this new plan and specifically discussed the L&L Grocery Store being covered by two plans. CPD Director Schmitt outlined the redevelopment proposal for the site that is currently under review through the Mixed Use Planned Unit Development ordinance.

The current plan calls for just under \$2.8 million in total reimbursement, with just over \$2.4 million going to the developer, \$300,000 going to the State Brownfield Revolving Fund, and \$13,000 each going to Administrative fees and the Local Brownfield Revolving Fund.

Dave Van Haaren, Tri Terra, representing the applicant, outlined the proposed Plan for the Authority. He discussed the activities that were covered under the project, specifically the environmental remediation, asbestos abatement, and demolition, which are the highest costs. In this project, the environmental contamination is coming from a former dry cleaner and given that it has been fully mapped, the entirety of the contamination is being removed. Mr. Van Haaren outlined the idea of the vapor mitigation and the concept that removing the source of contamination removes the need for that mitigation. Mr. Van Haaren further discussed the length of the plan, which is proposed at eleven years, along with the layering of the Brownfield Plan with a potential Commercial Rehabilitation Act tax abatement for the project.

CPD Director Schmitt reminded the Authority that we have a backup consultant, SME, given that Tri-Terra is working for the developer in this case. He asked that the Authority authorize Staff to move forward with the agreement with SME, to keep the project moving forward. The Board was generally in favor of authorizing the contract, given the size of the contract and the fact that the Authority has worked with SME previously. The Board discussed the cost of the review and a cap costs for the review. Mr. Van Haaren reminded the Board that they receive an application fee for these projects specifically to cover these types of review.

Director Matuszak moved to authorize Staff to enter into the agreement with SME as necessary for the review of the Haslett Village Square project, not to exceed \$4,000 without further Board action.

Supported by Walsh

VOICE VOTE: Motion carried unanimously

Chair Theuer asked the applicant whether or not the State has declared the site a facility yet. Mr. Van Haaren explained that a Baseline Environmental Assessment (BEA) will be performed, but that the contamination that was identified was from a previous BEA that was accepted by the State, so everyone was confident the site was a facility.

Director Matuszak asked about potential coordination concerns between the two sites. Mr. Van Haaren had no concerns, as Tri Terra was the environmental consultant for both sites and the Pine Village project was started construction imminently, whereas this project still has some work ahead of them. CPD Director Schmitt concurred, pointing out some minor areas of coordination that would be necessary.

Manager Walsh asked whether or not the site could still qualify as a brownfield without the contamination. Mr. Van Haaren replied that we could rely on a blighted determination here.

Manager Walsh further asked about the CRA and BRA coordination. Mr. Van Haaren explained that the majority of the Brownfield TIF for this project will come from the State tax capture, as the local taxes would be frozen under the CRA. In year 11, there will be a big bump in local value, as the final year of capture will occur after the CRA expires. The local abatement acts as the local 'match' in review by the State of Michigan.

Economic Development Director Clark discussed the CRA and its impact on local taxes. After the 11<sup>th</sup> year, the increase in value will be seen by all local units of government. The Township Assessor has reviewed the numbers and generally agrees they are reasonable.

Manager Walsh asked Director Trezise to explain the Planning Commission's review on the matter. Director Trezise explained that by and large, the Planning Commission was supportive, had some concerns that had been addressed, but agreed that it was an ambitious project that would be a great addition to the north side of the Township.

Manager Walsh explained the support that the Township had received from the County in their support of the CRA.

6. **Old Business - None**

7. **Project Updates**

Director Schmitt provided an update on Elevation Phase 3, Joe's on Jolly, Haslett Marathon project, Pine Village, and Village of Okemos. There was some discussion on the RAP application to the State of Michigan that would support the Village of Okemos project.

Director Theuer asked about the cooperation with the Village of Okemos developers. CPD Director Schmitt indicated that they were working hard and awaiting the results of the RAP grant review by the MEDC.

8. **Public Remarks**

9. **Adjournment**

Chair Theuer adjourned the meeting at 8:38 a.m.

Respectfully Submitted,

Timothy R. Schmitt, *AICP*  
Director of Community Planning & Development

**CHARTER TOWNSHIP OF MERIDIAN  
BROWNFIELD REDEVELOPMENT AUTHORITY  
REGULAR MEETING MINUTES**

**APPROVED**

**July 28, 2022**

**5151 Marsh Road, Okemos, MI 48864-1198**

**Town Hall Room, 8:00 A.M.**

**PRESENT:** Chair Jeff Theuer, Vice Chair Ned Jackson, Township Manager Frank Walsh, Director Peter Trezise, Director John Matuszak  
**ABSENT:** Director Chapman, Director Van Coevering  
**STAFF:** Director of Community Planning and Development Timothy Schmitt, Neighborhoods and Economic Development Director Amber Clark, Treasurer Phil Deschaine, Supervisor Patricia Herring Jackson  
**OTHER:** Dave Van Haaren, Tri Terra, Connor Zook, Tri Terra, Chad Koster, Paramount Realty Partners, Mike Bosgraaf, Bosgraaf Homes

**1. Call meeting to order**

Chair Theuer called the regular meeting to order at 8:01 a.m.

**2. Approval of Agenda**

Vice Chair Jackson moved to approve the agenda as written.

Supported by Director Matuszak

VOICE VOTE: Motion carried unanimously.

**3. Approval of Minutes**

Manager Walsh moved to approve the June 16, 2022 minutes

Supported by Director Trezise, subject to the correction of minor typographical and spelling errors pointed out by the Directors

VOICE VOTE: Motion carried unanimously.

**4. Public Remarks – None**

**5. New Business – None**

**6. Old Business**

**A. Haslett Village Square Brownfield Plan**

CPD Director Schmitt introduced the project and discussed Staff's review of the project. The MTBRA's secondary consultant, SME, was not able to assist Staff with the review and Staff is recommending moving forward with termination of our contract with them as a result. CPD Director Schmitt explained how the main property qualifies as a facility, which makes the adjacent property also eligible under PA 381. The plan proposes the capture of \$2.4 million ineligible expenses and approximately \$380,000 towards state and local revolving loan funds and administration costs. Nearly 89% of the captured dollars are state tax dollars, as this is a state and local capture plan, as opposed to a local only plan.

CPD Director Schmitt explained how the Commercial Rehabilitation Act (CRA) proposed for the site will interact with the proposed Brownfield Redevelopment Plan. The CRA runs for 10

years and in year 11 there will be larger local capture to complete the plan. The plan only assumes 1% of background growth, a very conservative approach. CPD Director Schmitt indicated that the project largely meets the MTBRA policies and procedures, with the exception of requiring a pro forma submittal prior to final review. The applicant has indicated that they are preparing that and will provide it to Staff. Given that the plan meets the standards in Act 381 and the local policies and procedures, Staff would recommend approval of the plan. The Township Board will have final review and approval over the request.

Chad Koster introduced the project to the MTBRA. He went through some of the history and the positive aspects of a project like this in Meridian Township.

Dave Van Haaren provided the MTBRA with a brief presentation of the project, outlining the overall site plan and the details of the buildings, details of the environmental contamination both in the ground (Perc) and in the buildings (asbestos), the cleanup of that contamination, and the financial details of the Brownfield Plan. Mr. Van Haaren clarified that no debt millages are captured, so if the project goes forward, nearly \$1 million of new taxes will still flow through to those agencies with debt millages, while the capture and payback is occurring. Mr. Van Haaren further explained that this project was somewhat unique in that they would be cleaning the entire site of environmental contamination, completely, unlike other sites where that is financially infeasible.

Manager Walsh discussed the potential for larger than 1% growth, which is common in the Township, leading to a potentially shorter plan. Manager Walsh further discussed the ownership of the trailhead proposed for the plan. Mr. Koster indicated that it would be given to the Township.

Manager Walsh is pleased to see a project moving forward, moving the taxable value from approximately \$1 million to \$17 million. He further explained how important additional residents are to the financial payments from the State of Michigan in future years.

Director Matuszak asked about the calculation of the interest for the project. Mr. Van Haaren explained that the calculation is based on the eligible activities and the calculation is done specifically in a calculator provided by the Michigan Economic Development Corporation. He further explained that interest and contingencies and the like are not counted for the purposes of interest.

Director Matuszak asked about the local capture for the administration and local brownfield redevelopment fund. Mr. Van Haaren explained the State policy regarding this portion of the capture and that the overall capture cannot exceed the end of plan, five-year capture, which is the maximum outlined in PA 381.

Chair Theuer stated that he appreciates the complete clean up of the site and that it is a short plan. He discussed the interaction of the CRA and the Brownfield Plan. He continues to have concerns with the interest rate policy but understands the current situation. Manager Walsh explained that controlling the interest rate was one reason Meridian Township established a local Brownfield Authority. He further explained that given that this was in a Potential Intensity Change Area (PICA) and that this is where we wanted higher density development, he has less concerns about the interest rate in this case.

Vice Chair Jackson asked about the market potential for this project. Mr. Koster explained that broadly, there is a shortage of housing everywhere and specifically, the study they have commissioned show the need for 'missing middle' housing. More and more people are leasing, especially as interest rates go up.

Director Clark added to the conversation that it took her family three years of renting to be able to save up to buy a house in Haslett. The rental home market is evolving and people aren't simply buying a house right out of college. She further discussed the need for additional housing in the Haslett school district and this project would greatly support the district. Having the American House project and this project, both on the same block, would bring vitality to Haslett that is currently not here.

Vice Chair Jackson moved to recommend the Haslett Village Square Brownfield Plan to the Township Board

Supported by Director Trezise

VOICE VOTE: Motion carried unanimously.

**7. Project Updates**

CPD Director Schmitt provided an update on Pine Village construction, Haslett Marathon completion, and Elevation construction. Staff has begun the Brownfield reporting process for the 2021/2022 year.

CPD Director Schmitt further discussed the potential for both Pine Village and Haslett Marathon to delay capture, which is permitted under PA 381, to get a full year's worth of capture, instead of a partial year's worth in 2021. He further indicated that Joe's on Jolly will likely take the same course, as they are nearing completion as well.

**8. Public Remarks**

Treasurer Deschaine discussed the history of Haslett Village Square and the excitement for this redevelopment. He further discussed interest rates and how that has changed over the past year.

**9. Adjournment**

Chair Theuer adjourned the meeting at 8:49 a.m.

Respectfully Submitted,

Timothy R. Schmitt, *AICP*  
Director of Community Planning & Development

**MERIDIAN TOWNSHIP  
BROWNFIELD REDEVELOPMENT AUTHORITY**

***BROWNFIELD PLAN***

**Haslett Village  
1621 and 1655 Haslett Road  
Haslett, Michigan 48840**

Meridian Township Brownfield Redevelopment Authority  
1515 Marsh Road  
Okemos, Michigan 48864  
Contact: Timothy R. Schmitt  
Director of Community Planning and Development  
[schmitt@meridian.mi.us](mailto:schmitt@meridian.mi.us)  
Phone: 517-853-4576

Prepared By:  
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Phone: 517-853-2152

June 9, 2022  
*Revised July 27, 2022*

Approved by the Meridian Township BRA on \_\_\_\_\_, 2022  
Approved by the Meridian Charter Township Board of Trustees on \_\_\_\_\_, 2022

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## **1.0 PROJECT SUMMARY**

<b>Project Name:</b>	Haslett Village
<b>Developer:</b>	SP Holding Company, LLC (the “Developer”) 148 S River Ave, Suite 100 Holland, Michigan 49423 Chad Koster and Michael Bosgraaf
<b>Property Location:</b>	1621-1655 Haslett Road Haslett, Michigan 48840
<b>Parcel Information:</b>	33-02-02-10-401-008 and 33-02-02-10-401-009
<b>Type of Eligible Property:</b>	“Facility” and “adjacent and contiguous”
<b>Project Description:</b>	<p>This is a redevelopment of the eastern 19.03-acres of the former Haslett Village Square shopping center property located at the southwest corner of the Haslett Road and Marsh Road intersection in Meridian Charter Township. The property currently contains two stand-alone buildings along Haslett Road, a multi-tenant, single-story building in the center of the property, and two former single-family dwellings south of Raby Road (abandoned). The project includes the demolition of the 1,619-square foot single-story commercial bank, the 71,018-square foot, single-story shopping center, and both former dwellings. The 9,646-square foot former video store building located along Haslett Road will be redeveloped.</p> <p>The Haslett Village project includes the construction of nineteen (19) new multi-family residential buildings, one new commercial building at the corner of Haslett and Marsh Road, and the redevelopment of the former video store building. The new, multi-family buildings will total 274,800 gross square feet and include 289 units:</p> <ul style="list-style-type: none"><li>• one, 57-unit apartment building,</li><li>• eleven, 12-unit stacked flat buildings,</li><li>• three, 24-unit stacked flat buildings,</li><li>• two, 6-unit townhouse buildings, and</li><li>• two, 8-unit townhouse buildings.</li></ul>

The new retail/restaurant building at Haslett and Marsh Road will total 14,000 square feet and the former video store building will be redeveloped to include a 7,750-square foot restaurant with drive through service and community center. The building will be the community hub for the development.

New parking lots and site improvements will be nestled throughout the complex. On site amenities will include, dog park, trailhead with restroom, activity lawn/park, pickle ball courts, outdoor social space with open and covered terraces, outdoor pool and sundeck, resident playground, food truck staging area with restrooms and a robust network of sidewalks and paths.

Brownfield eligible activities include environmental assessment, due care activities, asbestos survey and abatement activities, demolition, and preparation and implementation of a Brownfield Plan and Act 381 Work Plan.

**Total Capital Investment:** Total capital investment is estimated at \$60,000,000 of which \$2,437,243 is currently proposed for Brownfield Reimbursement to the Developer.

**Estimated Job Creation/Retention:** The redevelopment is anticipated to generate 38 new full-time equivalent (FTE) jobs.

**Duration of Plan:** The duration of this Brownfield Plan is 11 years and includes capture of state and local Tax Increment Revenue (TIR) for: 1) reimbursement to the Developer for eligible activities, 2) BRA administration of the Plan, 3) deposits into the BRA's Local Brownfield Revolving Fund (LBRF) and 4) deposits into the State Brownfield Revolving Fund (SBRF). Other economic incentives for the project include a 10-year abatement to local taxes through the Commercial Rehabilitation Act, PA 210 of 2005, as amended.

**Total Captured Tax Increment Revenue:** \$2,778,028

<b>Distribution of New Taxes Paid</b>	
Developer Reimbursement	\$2,437,243
<b><i>Sub-Total Developer Reimbursement</i></b>	<b><i>\$2,437,243</i></b>
State Brownfield Revolving Fund	\$314,909
BRA Plan Administrative Fees	\$12,938
Local Brownfield Revolving Fund (LBRF)	\$12,938
<b><i>Sub-Total Administrative Fees, LBRF Deposits</i></b>	<b><i>\$340,785</i></b>
<b>Grand Total</b>	<b><i>\$2,778,028</i></b>

## 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 eastern 19.03-acres of the former Haslett Village Square shopping center 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. Property layout and boundaries are depicted on Figure 2.

The Property is fully defined in the following table and in Figure 3.

Eligible Property		
Address	Tax ID	Basis of Eligibility
1621 Haslett Road	33-02-02-10-401-009	“Adjacent and Contiguous”
1655 Haslett Road	33-02-02-10-401-008	“Facility”

The Property is zoned C-2, Commercial District and is located within the Meridian Charter Township. The 2017 Master Plan designates the subject property in the Mixed-Use Core category. This category “envisions walkable and engaging streetscapes with varied storefronts and activities. Residential housing is encouraged with a mix of townhomes, upper-story lofts, and apartments. Easy access to public transit should be prioritized and off-street parking should be hidden from the street.”

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 on Figure 3c.

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) the parcel located at 1655 Haslett Road 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) the parcel located at 1621 Haslett Road is 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 4 depicts environmental impact on the Property.

#### **4.0 PROPOSED REDEVELOPMENT**

The Haslett Village project includes the demolition of two commercial buildings and two former residential dwellings and the construction of 20 new buildings and redevelopment of one commercial building, totaling approximately 296,550 square feet.

The eligible property is comprised the eastern 19.03-acres of the former Haslett Village Square shopping center property. This property is located within the “Haslett Potential Intensity Change Area (PICA)” as designated in the Meridian Township Master Plan. The Project includes the construction of nineteen (19) new multi-family residential buildings, one new commercial building at the corner of Haslett and Marsh Road, and the redevelopment of the former video store building. The new, multi-family buildings will total 274,800 gross square feet and include 289 units:

- one, 57-unit apartment building,
- eleven, 12-unit stacked flat buildings,
- three, 24-unit stacked flat buildings,
- two, 6-unit townhouse buildings, and
- two, 8-unit townhouse buildings.

The apartments are a mix of studios, one-bedroom units, and two-bedroom units. The stacked flats are a mix of one-bedroom and two-bedroom units. The townhouses are a mix of two-bedroom and three-bedroom units.

The existing commercial use along Haslett Road will remain. The new retail/restaurant building at Haslett and Marsh Road will total 14,000 square feet and the former video store building fronting Haslett Road will be redeveloped to include at 7,750-square foot restaurant and community center. The building will be the community hub for the development and will house a community room, restrooms, a fitness and personal training studio, and a small restaurant with a drive-through service lane. It will also be a staging area for events and social activities, including covered and open terraces with fire pits, an outdoor pool with sun deck, a playground, and hook-ups for food trucks.

New parking lots and site improvements will be nestled throughout the complex. On site amenities will include

- dog park,
- trailhead with restroom,
- activity lawn/park,
- pickle ball courts,
- outdoor social space with open and covered terraces,

- outdoor pool and sundeck,
- resident playground,
- food truck staging area with restrooms, and
- a robust network of sidewalks and paths.

The current unimproved, natural area at the southwest corner of the property will remain undeveloped/untouched.

The total anticipated investment into the redevelopment project is estimated at \$60,000,000. The development will result in the redevelopment of a contaminated parcel and replacement of predominately underutilized, functionally obsolete buildings. This development will dramatically improve the appearance of the property, significantly increase density to the area and provide additional support to existing retail establishments in the township, as well as create jobs; needs that are all addressed in the 2017 Master Plan. The 2017 Master Plan states “The Haslett mixed use core will benefit from an influx of residential development that places walkability and human scale above traditional suburban living. By providing housing on-site with existing and new commercial buildings, the revitalized area will provide residents with the amenities they need, while retailers will benefit from an invested customer base within easy walking distance.”

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 38 new full-time equivalent jobs.

## **5.0 BROWNFIELD CONDITIONS**

The existing shopping centers and commercial bank were constructed on the Property in 1980 and various occupants including retail, doctors' offices, hair salons, restaurants, grocery stores, a dry cleaner, laundromat, and church have occupied the Property from at least 1982 to present. The existing residential houses were constructed on the central portion of the Property in 1915 and a one lane dirt road (Raby Road) ran from east to west through the central portion of the Property from at least 1915 to present.

A dry cleaner briefly operated at the east end of the former shopping center building (1635 Haslett Road) in the late 1980s. Environmental subsurface investigations completed in 1996 and 2022 included a geophysical survey to evaluate for underground storage tanks system(s), the advancement of eight soil borings and the installation of two soil gas sampling points. The subsurface investigations revealed the presence tetrachloroethylene in soil above the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Part 201 Residential Drinking Water Protection (DWP) Generic Cleanup Criteria (GCC). Therefore, the Property meets the definition of a "facility", as defined by Section 20101 of PA 451, Part 201, as amended. Additionally, the concentration of tetrachlorethylene in soil represents a potential vapor intrusion (VI) condition for the subject building and planned future buildings in the immediate vicinity. Soil, groundwater, and soil gas sample results are summarized in Table 4, Table 5, and Table 6 respectively. Sample locations and analytical results are depicted on Figure 4.

Additionally, Hazardous Material Surveys conducted at each subject building identified asbestos containing materials (ACM) and these materials will require abatement prior to commencement of demolition and redevelopment activities.

**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 and state 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 and Act 381 Work Plan.

The costs of eligible activities included in, and authorized by, this Plan will be reimbursed with incremental local and state 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”).

The total cost of activities eligible for Developer reimbursement from tax increment revenues is projected to be \$2,437,243. The eligible activities are summarized below:

<b>Summary of Eligible Activities</b>	
<b>EGLE Eligible Activities</b>	<b>Cost</b>
Pre-Approved Activities	\$17,400
Department Specific Activities	\$40,500
<b>Total Environmental Eligible Activities</b>	<b>\$57,900</b>
<b>MSF Eligible Activities</b>	<b>Cost</b>
Asbestos and Lead Activities	\$698,850
Demolition	\$945,000
<b>Total Non-Environmental Eligible Activities</b>	<b>\$1,643,850</b>
Contingency (15%) *	\$250,118
Brownfield Plan Preparation	\$25,000
Brownfield Plan Application Fee	\$5,000
Interest (5%, simple) **	\$455,375
<b>Total Eligible Cost for Reimbursement</b>	<b>\$2,437,243</b>

- \* Contingency calculation excludes costs for pre-approved activities, asbestos survey, Brownfield Plan and Act 381 Work Plan preparation and implementation.
- \*\* Interest is calculated annually at up to 5% 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 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 \$953,555, which is based on the following.

Eligible Property – Base Taxable Value		
Address	Tax ID	2022 Taxable Value
1621 Haslett Road	33-02-02-10-401-009	\$302,141
1655 Haslett Road	33-02-02-10-401-008	\$651,414
<b>TOTAL</b>		<b>\$953,555</b>

The projected new taxable value is phased over 7 years with an estimated taxable value of \$16,941,500 in 2029. 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 2023 through 2033 for Developer reimbursement, BRA administrative fees and for deposits into the BRA’s Local Brownfield Revolving Fund (LBRF) and the State Brownfield Revolving Fund (SBRF).

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.

<b>Projected Impact to Taxing Jurisdictions</b>			
<b>Taxing Unit</b>	<b>New Taxes to Taxing Units</b>	<b>New Taxes for BRA Administration, LBRF Deposits, SBRF Deposits and Developer Reimbursement</b>	<b>Total New Taxes</b>
School Operating		\$1,889,453	\$1,889,453
State Education Tax (SET)		\$629,818	\$629,818
Land Preserve		\$690	\$690
Rec/Srs/Hum Serv		\$1,023	\$1,023
CATA/Meridian		\$1,365	\$1,365
Meridian Bike path		\$2,283	\$2,283
Meridian Police		\$4,152	\$4,152
Meridian Fire		\$4,375	\$4,375
Meridian Parks		\$4,553	\$4,553
Airport Authority		\$4,824	\$4,824
Police and Fire		\$10,193	\$10,193
CADL-Library		\$10,716	\$10,716
Haslett Bldg/Site		\$13,603	\$13,603
CATA/Regular		\$20,631	\$20,631
Lansing Community College		\$26,011	\$26,011
Meridian Operating		\$28,693	\$28,693
Ingham Intermediate		\$42,991	\$42,991
Ingham County		\$82,655	\$82,655
Haslett Debt	\$874,397		\$874,397
Road Improvement Debt	\$203,945		\$203,945
Fire station Debt	\$20,994		\$20,994
<b>Total</b>	<b>\$1,099,336 (28.4%)</b>	<b>\$2,778,028 (71.6%)</b>	<b>\$3,877,364</b>

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 11 years after the first year of tax capture, which is anticipated as 2023.

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 Figures 3a through 3c. The general Property location and boundaries described in Section 3.0 and depicted on Figures 3a and 3b comprise eligible property as of April 2022.

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 LBRF. Total deposits into the LBRF will not exceed the sum total equivalent of 5 years of local tax increment revenue.

**6.12 Other Material that the Authority or Governing Body Considers Pertinent**

The Authority and the Township, as the governing body, in accordance with the Act, may amend this Plan in the future in order to fund additional eligible activities associated with the Project or subject property described herein.

## **FIGURES**

**Figure 1: Property Location Map**

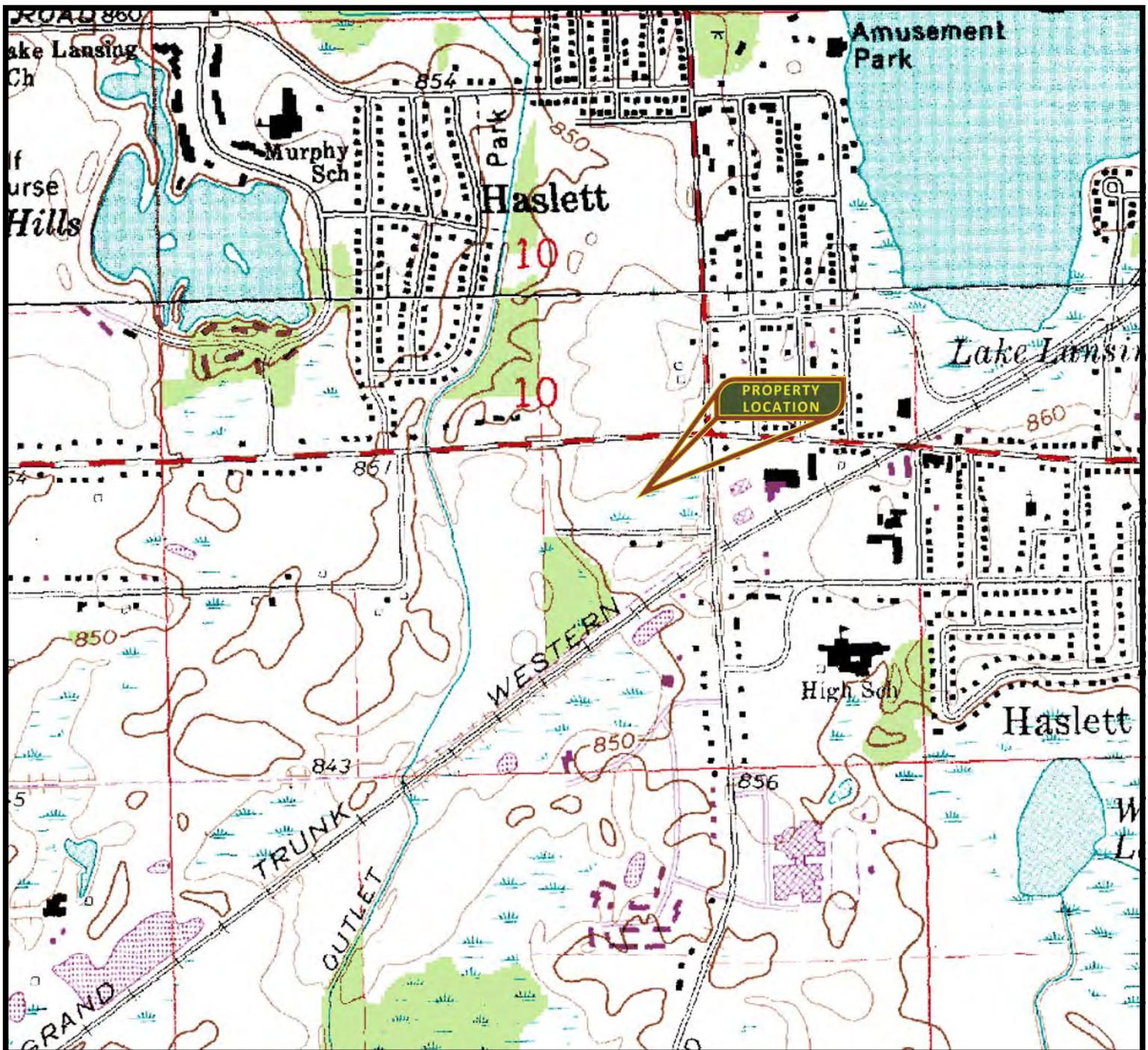
**Figure 2: Eligible Property Map**

**Figure 3a: 1655 Haslett Road – Boundary Survey**

**Figure 3b: 1621 Haslett Road – Boundary Survey**

**Figure 3c: Legal Descriptions**

**Figure 4: Sample Locations with Analytical Results**



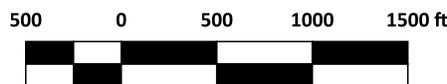
**FIGURE 1**  
**PROPERTY LOCATION**

**1621-1671 HASLETT ROAD &  
1659 RABY ROAD  
HASLETT, MICHIGAN 48840**

**INGHAM COUNTY  
T4N, R1W, SECTION 10**

**PROJECT NUMBER: 21-2907**

**TRI TERRA**



**1:12000**



**TRITERRA**

**FIGURE 2**

**ELIGIBLE PROPERTY MAP**

PROJECT NUMBER: 21-2907

**1621 & 1655 HASLETT ROAD  
HASLETT, MICHIGAN 48840**

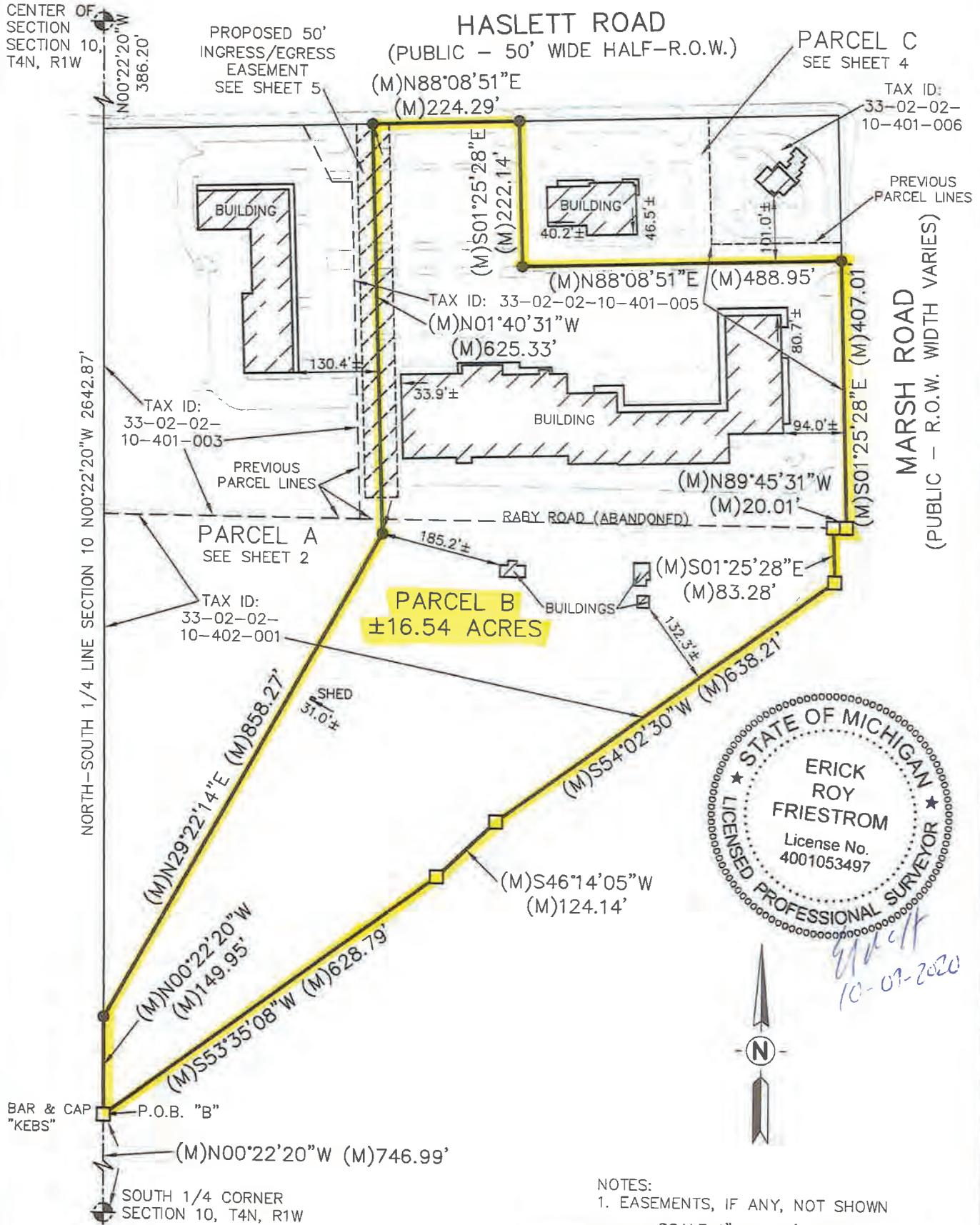
DIAGRAM CREATED BY: CP      DATE: 6/8/2022

# FIGURE 3a 1655 Haslett Road

## CERTIFIED BOUNDARY SURVEY PARCEL B DETAIL

FOR: CYPRESS PARTNERS, LLC  
LTG HASLETT, L.L.C.

DS  
UMM DS  
MB



### 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:	95688.BND
SHEET	3 OF 8		



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:

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: 1655 Haslett Road

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: 1621 Haslett Road

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)

DS *UM* DS *MB*



*10-09-2020*

	<b>KEBS, INC.</b> 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:**

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'

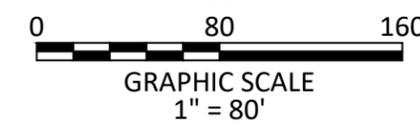
I certify that the requirements for 1970 PA 132, MCL 54.213 have been met. The relative positional precision of the corners identified for this survey and shown on the map are within the limits accepted by the professional practice of surveying.

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

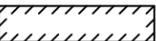
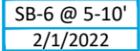
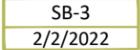


*Erick R. Friestrom*  
 Erick R. Friestrom Date: 10-09-2020  
 Professional Surveyor No. 53497

	<b>KEBS, INC.</b> 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 <b>SSF</b>	SECTION <b>10, T4N, R1W</b>	
FIELD WORK BY <b>NAW</b>	JOB NUMBER:	
SHEET <b>8</b> OF <b>8</b>	<b>95688.BND</b>	



### SYMBOLS LEGEND

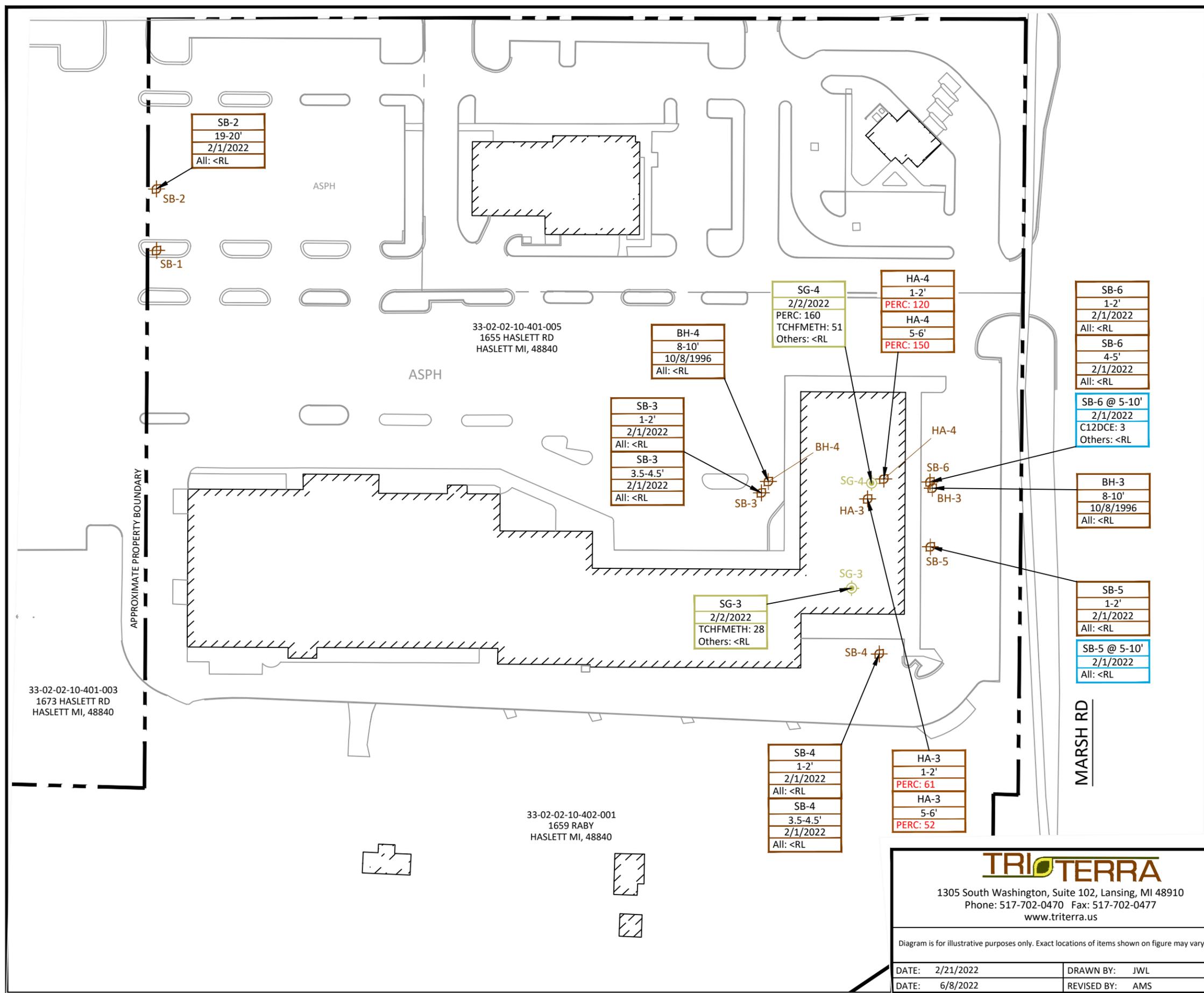
-  SOIL BORING LOCATION
-  EXISTING BUILDING
-  SOIL SAMPLE RESULTS
-  GROUNDWATER SAMPLE RESULTS
-  SOIL GAS SAMPLE RESULTS

### CONSTITUENTS LEGEND

- VOLATILES (VOCs)**  
 C12DCE: cis-1,2-Dichloroethene  
 PERC: Tetrachloroethene  
 TCHFMETH: Trichlorofluoromethane
- <RL: Result was below laboratory reporting limits.

### NOTES

1. Soil concentrations are in µg per kg (ppb).
2. Groundwater concentrations are in µg per L (ppb).
3. Soil gas concentrations are in µg per m<sup>3</sup> (ppb).
4. All exceedances are highlighted in red.



1305 South Washington, Suite 102, Lansing, MI 48910  
 Phone: 517-702-0470 Fax: 517-702-0477  
 www.triterra.us

Diagram is for illustrative purposes only. Exact locations of items shown on figure may vary slightly.

DATE: 2/21/2022	DRAWN BY: JWL
DATE: 6/8/2022	REVISED BY: AMS

### SAMPLE LOCATIONS WITH ANALYTICAL RESULTS

1621-1671 HASLETT ROAD  
 & 1659 RABY ROAD  
 HASLETT, MICHIGAN 48840

PROJECT NUMBER: 21-2907	FIGURE 4
-------------------------	----------

## **TABLES**

**Table 1: Brownfield Eligible Activities**

**Table 2: Tax Increment Revenue Capture Estimates**

**Table 3: Tax Increment Revenue Reimbursement Allocation Table**

**Table 4: Summary of Soil Analytical Results**

**Table 5: Summary Groundwater Analytical results**

**Table 6: Summary of Soil Gas Analytical Results**

**Table 1**  
**Brownfield Eligible Activities**  
**1621-1655 Haslett Road and 1659 Raby Road**  
**Haslett, MI**

ELIGIBLE ACTIVITIES	NO. OF UNITS	UNIT TYPE	UNIT RATE	ESTIMATED TOTAL COST	REIMBURSEMENT ALLOCATION		
					EGLE ACTIVITIES	MSF ACTIVITIES	LOCAL-ONLY ACTIVITIES
<b>EGLE ELIGIBLE ACTIVITIES</b>							
<b>Pre-Approved Activities</b>							
Phase I Environmental Site Assessments	1	LS	\$ 3,200	\$ 3,200	\$ 3,200		
Phase II Site Investigations	1	LS	\$ 11,700	\$ 11,700	\$ 11,700		
Baseline Environmental Assessments	1	LS	\$ 2,500	\$ 2,500	\$ 2,500		
<b>Department Specific Activities</b>							
Documentation of Due Care Compliance (DDCC)	1	LS	\$ 3,800	\$ 3,800			\$ 3,800
Soil Management - Transportation and Disposal	1	LS	\$ 36,700	\$ 36,700			\$ 36,700
<b>EGLE ELIGIBLE ACTIVITIES SUB-TOTAL</b>				<b>\$ 57,900</b>	<b>\$ 17,400</b>	<b>\$ -</b>	<b>\$ 40,500</b>
<b>MSF ELIGIBLE ACTIVITIES</b>							
<b>Asbestos and Lead Activities</b>							
Asbestos - Survey/Assessment	1	LS	\$ 13,095	\$ 13,095		\$ 13,095	
Asbestos - Abatement	1	LS	\$ 653,055	\$ 653,055		\$ 653,055	
Asbestos Abatement - Soft Costs	1	LS	\$ 32,700	\$ 32,700		\$ 32,700	
<b>Subtotal Asbestos and Lead Activities</b>				<b>\$ 698,850</b>		<b>\$ 698,850</b>	<b>\$ -</b>
<b>Demolition</b>							
Demolition - Building & Site	1	LS	\$ 900,000	\$ 900,000		\$ 900,000	
Demolition - Soft Costs	1	LS	\$ 45,000	\$ 45,000		\$ 45,000	
<b>Subtotal Demolition Activities</b>				<b>\$ 945,000</b>	<b>\$ -</b>	<b>\$ 945,000</b>	<b>\$ -</b>
<b>MSF ELIGIBLE ACTIVITIES SUB-TOTAL</b>				<b>\$ 1,643,850</b>	<b>\$ -</b>	<b>\$ 1,643,850</b>	<b>\$ -</b>
<b>MSF AND EGLE ELIGIBLE ACTIVITIES SUB-TOTAL</b>				<b>\$ 1,701,750</b>	<b>\$ 17,400</b>	<b>\$ 1,643,850</b>	<b>\$ 40,500</b>
Contingency (15%)				\$ 250,118		\$ 244,613	\$ 5,505
Brownfield Plan & Act 381 Work Plan Preparation	1	LS	\$ 25,000	\$ 25,000	\$ 260	\$ 24,000	\$ 740
Brownfield Plan Application Fee	1	LS	\$ 5,000	\$ 5,000			\$ 5,000
Interest (5%, simple)				\$ 455,375	\$ 4,632	\$ 437,610	\$ 13,133
<b>TOTAL ELIGIBLE COST FOR REIMBURSEMENT</b>				<b>\$ 2,437,243</b>	<b>\$ 22,292</b>	<b>\$ 2,350,073</b>	<b>\$ 64,878</b>
State Brownfield Revolving Fund				\$ 314,909			
BRA Administrative Fees				\$ 12,938			
Local Brownfield Revolving Fund (LBRF)				\$ 12,938			
<b>GRAND TOTAL</b>				<b>\$ 2,778,028</b>			
					0.91%	96.42%	2.66%

**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, BEAs, Asbestos Surveys, Brownfield Plan and Act 381 Work Plan are excluded from contingency calculation. Interest calculation is based on 5% simple interest on principal eligible activities only.

**Table 2**  
**Tax Increment Revenue Capture Estimates**  
**1621-1655 Haslett Road and 1659 Raby Road**  
**Haslett, MI**

Estimated Taxable Value (TV) Increase Rate: 1% per year		2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Plan Year		1	2	3	4	5	6	7	8	9	10	11	12	
Base Taxable Value (TV) of Land	\$	325,800	325,800	325,800	325,800	325,800	325,800	325,800	325,800	325,800	325,800	325,800	325,800	325,800
Base Taxable Value (TV) of Building	\$	627,755	627,755	627,755	627,755	627,755	627,755	627,755	627,755	627,755	627,755	627,755	627,755	627,755
Estimated New TV for Land	\$	325,800	342,090	345,511	348,966	352,456	355,980	359,540	363,135	366,767	370,434	374,139	377,880	381,659
Estimated New TV for Building	\$	627,755	659,143	1,054,489	5,551,034	7,327,365	9,672,122	12,767,201	16,578,365	16,744,148	16,911,590	17,080,706	17,251,513	17,424,028
Incremental Difference for Land (New TV - Base TV)	\$	-	16,290	19,711	23,166	26,656	30,180	33,740	37,335	40,967	44,634	48,339	52,080	55,859
Incremental Difference for Building (New TV - Base TV)	\$	-	31,388	426,734	4,923,279	6,699,610	9,044,367	12,139,446	15,950,610	16,116,393	16,283,835	16,452,951	16,623,758	16,796,273
Total Incremental Difference	\$	-	47,678	446,445	4,946,445	6,726,266	9,074,547	12,173,186	15,987,945	16,157,360	16,328,469	16,501,289	16,799,983	

School Capture	Millage Rate														Total New Taxes
School Operating	18.0000	\$	-	858	8,036	89,036	121,073	163,342	219,117	287,783	290,832	293,912	297,023	118,440	\$ 1,889,453
State Education Tax (SET)	6.0000	\$	-	286	2,679	29,679	40,358	54,447	73,039	95,928	96,944	97,971	99,008	39,480	\$ 629,818
School Total:	24.0000	39.03%	\$	1,144	10,715	118,715	161,430	217,789	292,156	383,711	387,777	391,883	396,031	157,920	\$ 2,519,271

Local Capture	Millage Rate														
Land Preserve	0.1000	\$	-	2	2	2	3	3	3	4	4	4	5	658	\$ 690
Rec/Srs/Hum Serv	0.1483	\$	-	2	3	3	4	4	5	6	6	7	7	976	\$ 1,023
CATA/Meridian	0.1978	\$	-	3	4	5	5	6	7	7	8	9	10	1,302	\$ 1,365
Meridian Bikepath	0.3308	\$	-	5	7	8	9	10	11	12	14	15	16	2,177	\$ 2,283
Meridian Police	0.6016	\$	-	10	12	14	16	18	20	22	25	27	29	3,959	\$ 4,152
Meridian Fire	0.6339	\$	-	10	12	15	17	19	21	24	26	28	31	4,171	\$ 4,375
Meridian Parks	0.6597	\$	-	11	13	15	18	20	22	25	27	29	32	4,341	\$ 4,553
Airport Authority	0.6990	\$	-	11	14	16	19	21	24	26	29	31	34	4,599	\$ 4,824
Police and Fire	1.4771	\$	-	24	29	34	39	45	50	55	61	66	71	9,719	\$ 10,193
CADL-Library	1.5528	\$	-	25	31	36	41	47	52	58	64	69	75	10,217	\$ 10,716
Haslett Bldg/Site	1.9712	\$	-	32	39	46	53	59	67	74	81	88	95	12,970	\$ 13,603
CATA/Regular	2.9895	\$	-	49	59	69	80	90	101	112	122	133	145	19,671	\$ 20,631
Lansing Community College	3.7692	\$	-	61	74	87	100	114	127	141	154	168	182	24,801	\$ 26,011
Meridian Operating	4.1578	\$	-	68	82	96	111	125	140	155	170	186	201	27,358	\$ 28,693
Ingham Intermediate	6.2297	\$	-	101	123	144	166	188	210	233	255	278	301	40,991	\$ 42,991
Ingham County	11.9772	\$	-	195	236	277	319	361	404	447	491	535	579	78,810	\$ 82,655
Local Total:	37.4956	60.97%	\$	611	739	869	999	1,132	1,265	1,400	1,536	1,674	1,812	246,720	\$ 258,757
Total Capturable Taxes:	61.4956	100.00%	\$	1,755	11,454	119,583	162,430	218,921	293,422	385,111	389,313	393,557	397,843	404,640	\$ 2,778,028

Non-Capturable Millages	Millage Rate														
Haslett Debt	8.3300	\$	-	397	3,719	41,204	56,030	75,591	101,403	133,180	134,591	136,016	137,456	54,811	\$ 874,397
Road Improvement Debt	1.9429	\$	-	93	867	9,610	13,068	17,631	23,651	31,063	31,392	31,725	32,060	12,784	\$ 203,945
Firestation Debt	0.2000	\$	-	10	89	989	1,345	1,815	2,435	3,198	3,231	3,266	3,300	1,316	\$ 20,994
Total Non-Capturable Taxes:	10.4729	\$	-	499	4,676	51,804	70,444	95,037	127,489	167,440	169,214	171,006	172,816	68,912	\$ 1,099,336

Notes:  
 = PA 210 Commercial Rehabilitation Act Abatement 2023 - 2034

**\$ 3,877,364**

**Table 3**  
**Tax Increment Revenue Reimbursement Allocation Table**  
**1621-1655 Haslett Road and 1659 Raby Road**  
**Haslett, MI**

Developer Projected Reimbursement	Proportionality	School & Local Taxes	Local-Only Taxes	Total
State	89.4%	\$ 2,179,475	\$ -	\$ 2,179,475
Local	10.6%	\$ 192,890	\$ 64,878	\$ 257,768
<b>TOTAL</b>		<b>\$ 2,372,365</b>	<b>\$ 64,878</b>	<b>\$ 2,437,243</b>
EGL	0.9%	\$ 22,292		
MSF	99.1%	\$ 2,350,073		

Estimated Total Years of Plan: **11**

Administrative Fees & Loan Funds*	
State Brownfield Revolving Fund	\$ 314,909
BRA Administrative Fees	\$ 12,938
Local Brownfield Revolving Fund	\$ 12,938

\* During the life of the Plan

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	TOTALS
		1	2	3	4	5	6	7	8	9	10	11	12	
<b>Available Tax Increment Revenue (TIR)</b>														
Total State Tax Capture Available	\$ -	\$ 1,144	\$ 10,715	\$ 118,715	\$ 161,430	\$ 217,789	\$ 292,156	\$ 383,711	\$ 387,777	\$ 391,883	\$ 396,031	\$ 157,920	\$ -	
Capture for State Brownfield Revolving Fund (3 mills of SET) (25-Yrs)	\$ -	\$ 143	\$ 1,339	\$ 14,839	\$ 20,179	\$ 27,224	\$ 36,520	\$ 47,964	\$ 48,472	\$ 48,985	\$ 49,504	\$ 19,740	\$ -	\$ 314,909
State TIR Available for Reimbursement to Developer	\$ -	\$ 1,001	\$ 9,375	\$ 103,875	\$ 141,252	\$ 190,565	\$ 255,637	\$ 335,747	\$ 339,305	\$ 342,898	\$ 346,527	\$ 138,180	\$ -	
Total Local Tax Capture Available	\$ -	\$ 611	\$ 739	\$ 869	\$ 999	\$ 1,132	\$ 1,265	\$ 1,400	\$ 1,536	\$ 1,674	\$ 1,812	\$ 246,720	\$ -	
Capture for BRA Administrative Fees (5%)	\$ -	\$ 31	\$ 37	\$ 43	\$ 50	\$ 57	\$ 63	\$ 70	\$ 77	\$ 84	\$ 91	\$ 12,336	\$ -	\$ 12,938
Capture for Local Brownfield Revolving Fund (LBRF) (5% of available Local TIR)	\$ -	\$ 31	\$ 37	\$ 43	\$ 50	\$ 57	\$ 63	\$ 70	\$ 77	\$ 84	\$ 91	\$ 12,336	\$ -	\$ 12,938
Local TIR Available for Reimbursement to Developer	\$ -	\$ 550	\$ 665	\$ 782	\$ 900	\$ 1,018	\$ 1,139	\$ 1,260	\$ 1,382	\$ 1,506	\$ 1,631	\$ 222,048	\$ -	
<b>Total State &amp; Local TIR Available for Reimbursement to Developer</b>	<b>\$ -</b>	<b>\$ 1,551</b>	<b>\$ 10,041</b>	<b>\$ 104,657</b>	<b>\$ 142,151</b>	<b>\$ 191,584</b>	<b>\$ 256,775</b>	<b>\$ 337,007</b>	<b>\$ 340,687</b>	<b>\$ 344,404</b>	<b>\$ 348,158</b>	<b>\$ 360,228</b>	<b>\$ -</b>	
<b>DEVELOPER</b>	<b>Beginning Balance</b>													
	\$ 2,437,243	\$ 2,437,243	\$ 2,435,692	\$ 2,425,652	\$ 2,320,995	\$ 2,178,844	\$ 1,987,260	\$ 1,730,484	\$ 1,393,477	\$ 1,052,790	\$ 708,386	\$ 360,228	\$ -	\$ -
MSF Eligible Activities	\$ 2,350,073	\$ 2,350,073	\$ 2,348,537	\$ 2,338,591	\$ 2,234,917	\$ 2,094,102	\$ 1,904,318	\$ 1,649,955	\$ 1,316,115	\$ 978,629	\$ 637,462	\$ 292,575	\$ -	\$ -
State Tax Reimbursement	\$ 2,158,996	\$ -	\$ 992	\$ 9,287	\$ 102,899	\$ 139,924	\$ 188,775	\$ 253,235	\$ 332,592	\$ 336,116	\$ 339,676	\$ 343,271	\$ 112,229	\$ 2,158,996
Local Tax Reimbursement	\$ 191,077	\$ -	\$ 545	\$ 659	\$ 774	\$ 891	\$ 1,009	\$ 1,128	\$ 1,248	\$ 1,369	\$ 1,492	\$ 1,616	\$ 180,346	\$ 191,077
EGL Eligible Activities	\$ 22,292	\$ 22,292	\$ 22,277	\$ 22,183	\$ 21,200	\$ 19,864	\$ 18,064	\$ 15,651	\$ 12,484	\$ 9,283	\$ 6,047	\$ 2,775	\$ -	\$ -
State Tax Reimbursement	\$ 20,480	\$ -	\$ 9	\$ 88	\$ 976	\$ 1,327	\$ 1,791	\$ 2,402	\$ 3,155	\$ 3,188	\$ 3,222	\$ 3,256	\$ 1,065	\$ 20,480
Local Tax Reimbursement	\$ 1,813	\$ -	\$ 5	\$ 6	\$ 7	\$ 8	\$ 10	\$ 11	\$ 12	\$ 13	\$ 14	\$ 15	\$ 1,711	\$ 1,813
LOCAL-ONLY Activities	\$ 64,878	\$ 64,878	\$ 64,878	\$ 64,878	\$ 64,878	\$ 64,878	\$ 64,878	\$ 64,878	\$ 64,878	\$ 64,878	\$ 64,878	\$ 64,878	\$ -	\$ -
Local-Only Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 64,878	\$ -	\$ 64,878
<b>TOTAL ANNUAL DEVELOPER REIMBURSEMENT</b>	<b>\$ -</b>	<b>\$ 1,551</b>	<b>\$ 10,041</b>	<b>\$ 104,657</b>	<b>\$ 142,151</b>	<b>\$ 191,584</b>	<b>\$ 256,775</b>	<b>\$ 337,007</b>	<b>\$ 340,687</b>	<b>\$ 344,404</b>	<b>\$ 348,158</b>	<b>\$ 360,228</b>	<b>\$ -</b>	
<b>LOCAL BROWNFIELD REVOLVING FUND (LBRF)</b>														
State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
														\$ 2,778,028

Developer Reimbursement Complete





**TABLE 5**  
**SUMMARY OF GROUNDWATER ANALYTICAL RESULTS**  
**1621-1655 Haslett Road**  
**Haslett, Michigan 48840**  
**Triterra Project No. 21-2907**

Analyzed Constituents  <i>(Refer to laboratory report for method reference data)</i>	Chemical Abstract Service Number	EGLE Part 201 Residential Generic Cleanup Criteria and Screening Levels					Volatilization to Indoor Air Pathway (VIAP) Screening Levels (Shallow Groundwater <10')		Sample ID and Collection Date	
		Residential Drinking Water Criteria	Groundwater Surface Water Interface Criteria	Residential Groundwater Volatilization to Indoor Air Inhalation Criteria	Water Solubility	Flammability and Explosivity Screening Level	Residential	Nonresidential	SB-5 5-10' 02/01/2022	SB-6 5-10' 02/01/2022
<b>Volatiles, VOCs ug/L</b>										
Acetone	67641	730	1,700	1,000,000,000	1,000,000,000	21,000,000	50,000	200,000	<RL	<RL
Benzene	71432	5.0	200 (X)	5,600	1,750,000	68,000	1.0	8.4	<RL	<RL
n-Butylbenzene	104518	80	ID	ID	NA	ID	44	360	<RL	<RL
sec-Butylbenzene	135988	80	ID	ID	NA	ID	270	400	<RL	<RL
Carbon disulfide	75150	800	ID	250,000	1,190,000	1,300	92	840	<RL	<RL
Chloroform	67663	80	350	28,000	79,200,000	ID	0.49 (M)	3.1	<RL	<RL
1,2-Dichloroethane	107062	5.0	360 (X)	9,600	8,520,000	250,000	1.4	5.1	<RL	<RL
1,2-Dichlorobenzene	95501	600	13	160,000	156,000	NA	370	950	<RL	<RL
1,3-Dichlorobenzene	541731	6.6	28	18,000	111,000	ID	2.6	7.9	<RL	<RL
1,4-Dichlorobenzene	106467	75	17	16,000	73,800	NA	5.9	28	<RL	<RL
cis-1,2-Dichloroethylene	156592	70	620	93,000	3,500,000	530,000	3.4	14	<RL	<b>3</b>
trans-1,2-Dichloroethylene	156605	100	1,500 (X)	85,000	6,300,000	230,000	16	110	<RL	<RL
Ethylbenzene	100414	74	18	110,000	169,000	43,000	2.8	28	<RL	<RL
p-Isopropyltoluene	99876	NA	NA	NA	NA	NA	NA	NA	<RL	<RL
Isopropylbenzene	98828	800	28	56,000	56,000	29,000	0.60 (M)	6.7	<RL	<RL
2-Methylnaphthalene	91576	260	19	25,000	24,600	ID	66	110	<RL	<RL
1-Methylnaphthalene	90120	NA	NA	NA	NA	NA	NA	NA	<RL	<RL
Methyl-tert-butyl-ether (MTBE)	1634044	40	7,100 (X)	47,000,000	46,800,000	ID	250	810	<RL	<RL
Naphthalene	91203	520	11	31,000	31,000	NA	4.2 (M)	12	<RL	<RL
n-Propylbenzene	103651	80	ID	ID	NA	ID	43	970	<RL	<RL
Styrene	100425	100	80 (X)	170,000	310,000	140,000	33	170	<RL	<RL
1,1,2-Trichloroethane	79005	5.0	330 (X)	17,000	4,420,000	NA	0.47 (M)	0.95 (M)	<RL	<RL
1,2,3-Trimethylbenzene	526738	NA	NA	NA	NA	NA	43 (JT)	150 (JT)	<RL	<RL
1,2,4-Trichlorobenzene	120821	70	99 (X)	300,000	300,000	NA	3.8 (M)	8.5	<RL	<RL
1,2,4-Trimethylbenzene	95636	63	17	56,000	55,890	56,000	25 (JT)	120 (JT)	<RL	<RL
1,3,5-Trimethylbenzene	108678	72	45	61,000	61,150	ID	18 (JT)	110 (JT)	<RL	<RL
Tetrachloroethylene	127184	5.0	60	25,000	200,000	ID	1.5	35	<RL	<RL
Trichloroethylene	79016	5.0	200 (X)	2,200	1,100,000	ID	0.073 (M)	1.6	<RL	<RL
Toluene	108883	790	270	530,000	526,000	61,000	300	6,600	<RL	<RL
Vinyl chloride	75014	2.0	13 (X)	1,100	2,760,000	33,000	0.12 (M)	10	<RL	<RL
Xylenes, Total	1330207	280	49	190,000	186,000	70,000	75	410	<RL	<RL
Various other VOCs	Varies	Vw/C	Vw/C	Vw/C	Vw/C	Vw/C	Vw/C	Vw/C	<RL	<RL

**NOTES:**

- Analytical results compared to EGLE (formerly MDEQ) criteria presented in Administrative Rules for Part 201, Environmental Remediation, of the Natural Resources and Environmental Protection Act, 1994 PA 451, effective December 21, 2020.
- Concentrations reported in ppb (parts per billion or ug/L).
- Detected results shown in **BOLD**. Exceedances are highlighted.
- \* = GSI Protection was calculated for the indicated metals using the EGLE spreadsheet for calculating GSI. A default water hardness value of 150 mg/kg as CaCO3 was used to calculate GSI. Results are presented for surface water receiving bodies that are **not** protected as a drinking water source.
- <RL = Result was less than the laboratory reporting limits, - = Constituent was not analyzed, NA = Not applicable, NLL = Not likely to leach under most soil conditions, NLV = Not likely to volatilize under most conditions, ID = Insufficient data to develop criterion, Vw/C = Varies with constituent.
- RIASL = Recommended Interim Action Screening Levels, August 2017.
- X = The GSI criterion shown in the generic cleanup criteria tables is not protective for surface water that is used as a drinking water source. Check GSI Table Guide for GSI Criteria for surface water protected for drinking water.
- J = Hazardous substance may be present in several isomer forms. Isomer-specific concentrations shall be added together for comparison to criteria.
- JT = Hazardous substance may be present in several isomer forms. The VIAP screening level may be used for the individual isomer provided that is the sole isomer detected; however, when multiple isomers are detected, the isomer-specific concentrations must be added together and compared to the most restrictive VIAP Screening Level of the detected isomers.
- H = If both Chromium III and Chromium VI are present in groundwater, the total concentration of both cannot exceed the drinking water criterion of 100 ug/L. If analytical data are provided for total chromium only, they shall be compared to the cleanup criteria for Chromium VI.
- O = 2,3,7,8 - tetrachlorodibenzo-p-dioxin shall be added together and compared to the criteria for 2,3,7,8 - tetrachlorodibenzo-p-dioxin.

Analyzed Constituents <i>Refer to detailed laboratory report for method reference data</i>	Chemical Abstract Service Number	Volatilization to Indoor Air Pathway (VIAP) Screening Levels		Sample ID and Collection Date	
		Residential	Nonresidential	SG-3 02/02/2022	SG-4 02/02/2022
<b>Volatiles, VOCs <math>\mu\text{g}/\text{m}^3</math></b>					
Acetone	67641	1,000,000	1,000,000	<RL	<RL
Ammonia	7664417	17,000	40,000	<RL	<RL
1,3-Butadiene	106990	NA	NA	<RL	<RL
Benzene	71432	110	260	<RL	<RL
Bromodichloromethane	75274	48	100	<RL	<RL
Bromoform	75252	770	1,800	<RL	<RL
Bromomethane	74839	350	510	<RL	<RL
Vinyl bromide	593602	NA	NA	<RL	<RL
Benzyl chloride	100447	17	340	<RL	<RL
Carbon disulfide	75150	24,000	36,000	<RL	<RL
Chlordane	57749	6.7	9.3	<RL	<RL
Chlorobenzene	108907	1,700	2,600	<RL	<RL
Chloroethane	75003	140,000	200,000	<RL	<RL
Chloroform	67663	37	87	<RL	<RL
Chloromethane	74873	3,100	4,600	<RL	<RL
3-Chloropropene	107051	NA	NA	<RL	<RL
o-Chlorotoluene	95498	2,800	4,100	<RL	<RL
Carbon tetrachloride	56235	150	360	<RL	<RL
Cyclohexane	110827	210,000	310,000	<RL	<RL
1,1-Dichloroethane	75343	530	1,200	<RL	<RL
1,1-Dichloroethylene	75354	7,000	10,000	<RL	<RL
1,2-Dibromoethane	106934	NA	NA	<RL	<RL
1,2-Dichloroethane	107062	33	77	<RL	<RL
1,2-Dichloropropane	78875	140	200	<RL	<RL
1,4-Dioxane	123911	170	400	<RL	<RL
Dichlorodifluoromethane	75718	11,000	17,000	<RL	<RL
Dibromochloromethane	124481	14	83	<RL	<RL
trans-1,2-Dichloroethylene	156605	2,800	410,000	<RL	<RL
cis-1,2-Dichloroethylene	156592	280	410	<RL	<RL
cis-1,3-Dichloropropene	10061015	NA	NA	<RL	<RL
1,3-Dichlorobenzene	541731	100	150	<RL	<RL
1,2-Dichlorobenzene	95501	10,000	15,000	<RL	<RL
1,4-Dichlorobenzene	106467	220	510	<RL	<RL
trans-1,3-Dichloropropene	10061026	NA	NA	<RL	<RL
Ethanol	64175	630,000	630,000	<RL	<RL
Ethylbenzene	100414	340	800	<RL	<RL
Ethyl Acetate	141786	2,400	3,600	<RL	<RL
4-Ethyltoluene	622968	NA	NA	<RL	<RL
Freon 113	76131	NA	NA	<RL	<RL
Freon 114	76142	NA	NA	<RL	<RL
Heptane	142825	120,000	180,000	<RL	<RL
Hexachlorobutadiene	87683	39	91	<RL	<RL
Hexane	110543	24,000	36,000	<RL	<RL
2-Hexanone	591786	1,000	1,500	<RL	<RL
Isopropyl Alcohol	67630	7,000	10,000	<RL	<RL
Methylene chloride	75092	21,000	31,000	<RL	<RL
2-Butanone (MEK)	78933	170,000	170,000	<RL	<RL
4-Methyl-2-pentanone (MIBK)	108101	27,000	27,000	<RL	<RL
Methyl-tert-butyl-ether (MTBE)	1634044	3,300	7,700	<RL	<RL
Methyl methacrylate	80626	NA	NA	<RL	<RL
Napthalene	91203	25	59	<RL	<RL
Propylene	115071	NA	NA	<RL	<RL
Styrene	100425	1,500	3,500	<RL	<RL
1,1,1-Trichloroethane	71556	170,000	230,000	<RL	<RL
1,1,2,2-Tetrachloroethane	79345	15	34	<RL	<RL
1,1,2-Trichloroethane	79005	7.0	10	<RL	<RL
1,2,4-Trichlorobenzene	120821	70	100	<RL	<RL
1,2,4-Trimethylbenzene	95636	2,100 (JT)	3,100 (JT)	<RL	<RL
1,3,5-Trimethylbenzene	108678	2,100 (JT)	3,100 (JT)	<RL	<RL
2,2,4-Trimethylpentane	540841	120,000	180,000	<RL	<RL
1,2,3-Trimethylbenzene	526738	2,100 (JT)	3,100 (JT)	<RL	<RL
Tert-butyl Alcohol	75650	2,500	3,700	<RL	<RL
Tetrachloroethylene	127184	1,400	1,400	<RL	<b>160</b>
Tetrahydrofuran	109999	70,000	100,000	<RL	<RL
Toluene	108883	170,000	250,000	<RL	<RL
Trichloroethylene	79016	67	67	<RL	<RL
Trichlorofluoromethane	75694	15,000	22,000	<b>28</b>	<b>51</b>
Vinyl chloride	75014	54	450	<RL	<RL
Vinyl acetate	108054	7,000	10,000	<RL	<RL
Xylenes, Total	1330207	7,600	11,000	<RL	<RL
Various other VOCs	Varies	Vw/C	Vw/C	<RL	<RL

**NOTES:**

1. Results reported in microgram per cubic meter ( $\mu\text{g}/\text{m}^3$ ).
2. Detected results shown in **BOLD**. Exceedances are highlighted.
3. Vw/C = Varies with constituent, NA = Not Available, <RL = Result was less than the laboratory reporting limits
4. JT = Hazardous substance may be present in several isomer forms. The VIAP screening level may be used for the individual isomer provided that is the sole isomer detected; however, when multiple isomers are detected, the isomer-specific concentrations must be added together and compared to the most restrictive VIAP Screening Level of the detected isomers.



**To: Board Members**

**From: Melissa Massie, Director of Project Management & Operations**

**Date: September 6, 2022**

**Re: Update on the CN Railroad Quiet Zone from Okemos Rd to Green Rd**

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In 2017, implementation of Railroad Quiet Zones (RRQZ) throughout Meridian Township was formally included in the Board's annual goals. This idea originated from the Meridian Transportation Commission.

In response to this goal, the Department of Public Works first worked with Abonmarche, an engineering consulting firm, to prepare and provide an initial study on the feasibility of implementing RRQZ in Meridian Township. This study examined the both of the railroad lines that traverse the Township: the CN and CSX railroad lines. The Township then contracted two years later with OHM, a civil engineering firm, to further examine the previous report and determine next steps.

The biggest hurdle we had to clear was installation of the Positive Train Control (PTC), which is a technology capable of automatically controlling train speeds and movements, should a train operator fail to take appropriate action in the prevailing conditions. This technology is required for a RRQZ. Federal law required PTC to be installed on all Amtrak railroad lines by the end of 2021. Installation of PTC was completed last year on the CN railroad line in accordance with federal law. The CSX railroad line is not an Amtrak line, which is why PTC is not expected to be installed. This means that the CSX railroad line is not viable as a quiet zone as the cost to install PTC is far more than the Township could afford. Our estimate in 2019 was \$2.05 million to \$2.25 million for the PTC and constant warning time circuitry alone. This would cost \$3-\$4 million today. We are working with Rep. Elissa Slotkin's office to determine if there are any discussions at the federal level that could require PTC to be installed on a railroad like CSX. We are currently waiting for additional information from Rep. Slotkin's office.

At the October 12, 2021 Township Board meeting, former Deputy Township Manager Derek Perry presented the report generated by OHM. The report confirmed that the CN line was the only ideal line in Meridian Township to implement a RRQZ for the reasons outlined above. Mr. Perry also outlined that then-Trustee Opsommer was able to confirm through the Michigan Railroad Association and CN that the PTC technology has been installed on this segment of the CN railroad line. The segment of the CN railroad line in Meridian Township is approximately 5.9 miles and typically services 17 trains per day and one per night. Meridian Township has crossings on the CN railroad line located on Hagadorn Rd, Okemos Rd, Haslett Rd, Carlton St and Green Rd.

The report indicated that the next steps to take would be to meet with both the City of East Lansing and Michigan State University (MSU) to gauge their interest in including the crossings at both Bogue St and Hagadorn Rd. While Bogue St is not in Meridian Township, it would need to be

**Memo to Township Board**  
**September 6, 2022**

**Re: Update on the CN Railroad Quiet Zone from Okemos Rd to Green Rd**

included if Hagadorn Rd is included, as any crossings within a half mile of each other must be included. We have spoken to MSU and they are not supportive of implementing a RRQZ at the Bogue St crossing due to safety concerns. MSU is only supportive of RRQZ when there is a grade separation and they have no current plans to provide for a grade separation at this railroad crossing. A grade separation is when there is a bridge that moves pedestrians over the railroad tracks. This means we are unable to implement a RRQZ at the Hagadorn Rd crossing due to the half-mile requirement.

We also inquired with Williamstown Township to see if they would be interested in partnering with us for their crossing at Barry Rd, Shoeman Rd and Foster Rd just to the east of Meridian Township. The Williamstown Township Board discussed this last month and is also not interested in partnering with us.

At this point in time, we are work to implement the RRQZ at the Okemos Rd, Haslett Rd, Carlton St and Green Rd crossings in the Township. To achieve the RRQZ for these crossings, we must construct a curbed median or install a Qwick Kurb divider system, 100 feet north and south of the railroad gates at the Okemos Rd crossing. We've already assessed the feasibility of doing so and see no issues. OHM does not believe any other improvements are required to achieve the necessary safety points for a RRQZ on this section of the CN railroad line. Here are our current cost estimates for this improvement:

- Qwick Kurb: \$225,000-\$250,000.
- Raised Median: \$300,000-\$335,000.

These improvements are to prevent drivers from being able to go around the gates. Had we been able to include Hagadorn Rd and Bogue St in the RRQZ, we believe this improvement on Okemos Rd would not be necessary to achieve the safety points required for a RRQZ.

In addition to the median at the Okemos Rd crossing, we also plan to voluntarily install Z gates at the following crossings for pedestrian safety:

- Okemos Rd
- Haslett Rd
- Carlton Rd

There is no pedestrian crossing at Green Rd, so there is no need for Z gates there. We will install Z gates on Carlton St when we construct the pathway on the west side of the road, which we are currently engineering and will then need to secure easements for.

We have retained OHM under contract again to help us work on the implementation of the quiet zone on the CN railroad line from Okemos Rd to Green Rd. The scope of their services with this contract will include two phases:

## **Memo to Township Board**

**September 6, 2022**

**Re: Update on the CN Railroad Quiet Zone from Okemos Rd to Green Rd**

### **Phase 1:**

- Updating and analysis of potential crossing treatments with FRA Quiet Zone Calculator
- Organizing, facilitating and attending a Diagnostic Study Team Review (DSTR) with MDOT, CNRR, Meridian Township, Ingham County Rd Department and other required/interested parties
- Evaluation of recommended crossing treatments based on FRA Quiet Zone Calculator and DSTR meeting
  - Review proposed SSMs for feasibility with field conditions and estimate costs
  - Review costs for railroad providing items (relocate gates, if needed)
  - Review Costs for railroad fees (permits, flagging and inspection, cable locate fees)
- Meeting with Meridian Township to review alternatives and estimated costs
- Preparing the Notice of Intent – 60-day comment period

### **Phase 2:**

- Design of crossing improvements, required signage, etc.
- Draft and negotiate agreement with CN RR for construction of RR improvements, if any
- Prepare bid package for improvements, bid/award recommendation
- Construction administration and inspection
- Prepare the Notice of Establishment

The schedule of this project will depend on the response time from CN Railroad, MDOT and the Ingham County Road Department, but OHM is anticipating Phase 1 to be approximately 6 months in duration. Phase 2 will be put into motion after Phase 1 determines the recommended improvement and staffing capabilities.

The services listed for Phase 1 will be performed for \$12,500, invoiced monthly to Meridian Township.

We have included funding in the 2023 budget for the Z gates on Okemos Rd, Haslett Rd and construction of the Carlton Rd pathway and Z gates (if we're able to build the Carlton pathway next year, it's still being engineered and easements will be required).

### **Attachments:**

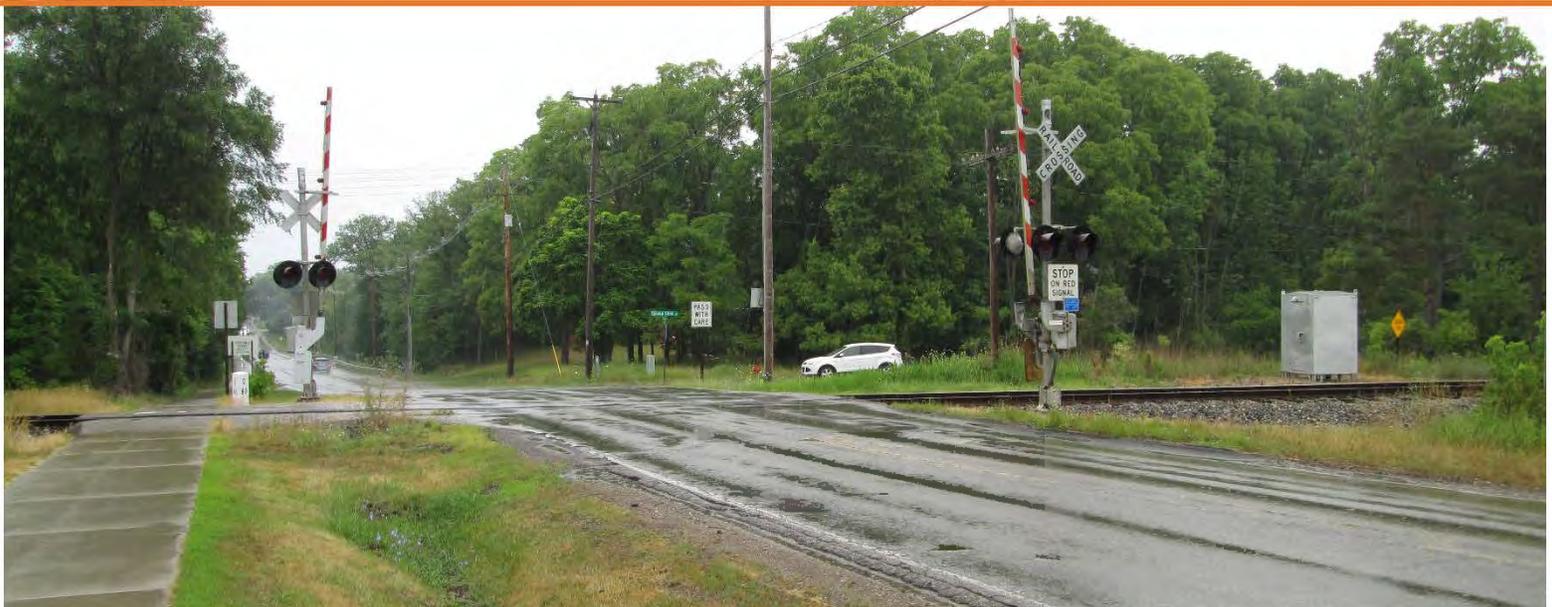
1. OHM Meridian Township Review of Preliminary Study: Railroad Quiet Zones
2. OHM Contract

# MERIDIAN TOWNSHIP

## REVIEW OF PRELIMINARY STUDY: RAILROAD QUIET ZONES



JANUARY 2019





The purpose of OHM Advisor's (OHM) review of the **Preliminary Study: Railroad Quiet Zones**, prepared by Abonmarche for Meridian Township, is to confirm the findings and recommendations contained therein, provide input on anticipated safety measures and associated installation costs, and to assist in determining the next steps for implementation of the two potential quiet zones. OHM was recommended to Meridian Township by the City of Battle Creek based on our work on their quiet zone project that was implemented in 2017. OHM's report offers comments, corrections, and supplemental information to the Preliminary Study. The objective is to provide an understanding of quiet zones and what is required for their implementation, approval, and continued acceptance. It is our intention that both technical and non-technical persons will benefit from the information presented in this report.

### **Summary of Findings and Recommendations**

The main factor in determining the feasibility of implementing a quiet zone is the reduction of risk within the limits of the quiet zone. It is OHM's recommendation that the Quiet Zone Risk Index (QZRI) be reduced, by the installation of supplemental safety measures (SSMs), to below the Risk Index with Horns (RIWH). While it is permissible and will allow the implementation of a quiet zone to have the QZRI be below the Nationwide Significant Risk Threshold (NSRT), as presented in the Preliminary Study for CSX RR, OHM recommends sufficient safety measures be installed to reduce the Quiet Zone Risk Index to below the Risk Index with Horns. Doing this eliminates the need for an annual FRA review of the quiet zone and increases the likelihood of continued acceptance of the quiet zone.

In addition to our recommendation of lowering the QZRI to below the RIWH, our review of the Preliminary Study found that the calculated Risk Index with Horns (RIWH) for the **CSX Railroad** is lower than what is presented in the Preliminary Study (6,845.28 current vs. 10,949.98 study). This lower RIWH value ultimately results in our recommendation to install additional safety measures beyond what is recommended in the Preliminary Study.

While reviewing the Preliminary Study and preparing information for this report, OHM has discovered that positive train control and associated constant warning time circuitry are not planned for the CSX RR crossings, therefore to implement a quiet zone along the CSX RR the circuitry would need to be installed at the cost of the Township. Given the number of trains per day, the associated costs of installing the circuitry, and the necessity of installing gates at two crossings, it would be in the Township's and resident's best interest to evaluate the cost-benefit of a CSX RR quiet zone. The estimated cost to implement a quiet zone on the CSX RR from Mt Hope Road to Meridian Road ranges from approximately \$2.05 million to \$2.25 million, depending on options for the Ingham County Department of Roads to consider.

Regarding the CN RR, two quiet zone options were considered in the Preliminary Study, with one involving crossings within the campus of Michigan State University (at Bogue Street and Hagadorn Road). It is critical that early contact and communication begin with MSU to gauge their interest in the pursuit of a quiet zone involving these two crossings. Following the initial discussion(s) with MSU a request should be submitted by the Township to the Michigan Department of Transportation for a Diagnostic Study Team Review (DSTR) meeting of the CN RR crossings. Early communication in the process gives the opportunity to discuss the project with the stakeholders and incorporate request, comments, and/or suggestions before design plan production begins.

The estimated cost to implement a quiet zone on the CN RR varies greatly depending on the results of communication with MSU and the Ingham County Department of Roads. Should MSU and Ingham County



Department of Roads be in agreement with the pursuit of a quiet zone and concur that minimal work needs to be done to implement a quiet zone, the estimated cost is approximately \$20,000. This option considers a quiet zone from Bogue Street to Green Road. If the Hagadorn and Boque crossings are not included a shorter quiet zone from Okemos Road to Green Road would need to be considered, at an estimated cost of \$150,000 to \$200,000. The variable estimate accounts for options for the Ingham County Department of Roads to consider. OHM has discovered that positive train control and associated constant warning time circuitry are planned to be installed for the CN RR crossings by 2021, The pursuit of a quiet zone along the CN RR seems reasonable given the relatively low potential costs and likelihood of an improved quality of life for those that live near or within the influence of the train horns.

### **Preliminary Study Review – Results and Discussion Details**

The specific areas shown with bold headers throughout this document identify particular items reviewed along with supplemental information for each item. Boxed paragraphs throughout this document highlight discrepancies between our review and the Preliminary Study and provide supplemental information to the Preliminary Study.

#### **Review of crossing inventories, assumptions, and evaluation of each railroad's potential quiet zone (including calculation of risk numbers)**

The creation of a quiet zone is based upon the ability to reduce risk to the motoring public at public highway-rail grade crossings. The Federal Rule *49 CFR Parts 222 and 229 Use of Locomotive Horns at Highway-Rail Grade Crossings* is included as a separate appendix to this report. In general, there are three risk indices that are generated and compared.

One of the risk indexes is the **Nationwide Significant Risk Threshold (NSRT)**. This is a number reflecting a measure of risk, calculated on a nationwide basis, which reflects the average level of risk to the motoring public at public highway-rail grade crossings equipped with flashing lights and gates and at which locomotive horns are sounded. For purposes of the federal rule, a risk level above the Nationwide Significant Risk Threshold represents a significant risk with respect to loss of life or serious personal injury. *The NSRT value of 14,723.00 as shown in the Preliminary Study is consistent with the current value at the time of this review.*

Another risk index is the **Risk Index With Horns (RIWH)** which is a measure of risk to the motoring public when locomotive horns are routinely sounded at every public highway-rail grade crossing within a quiet zone. The third risk index is the **Quiet Zone Risk Index (QZRI)** which is a measure of risk to the motoring public which reflects the crossing corridor risk index for a quiet zone, after adjustment to account for increased risk due to lack of locomotive horn use at the crossings within the quiet zone (if horns are presently sounded at the crossings) and reduced risk due to implementation, if any, of **Supplemental Safety Measures (SSMs)** and **Alternative Safety Measures (ASMs)** within the quiet zone.

There are two categories of safety measures that can be installed; supplemental safety measures (SSMs) and alternative safety measures (ASMs). Supplemental safety measures consist of installation of a four-quadrant gate system, gates with medians or channelizing devices for a specific distance from the gate arm, or permanent closure of the roadway. Wayside horns may be included as part of a quiet zone; however, they cannot be used to calculate risk reduction. ASMs are safety measures that are similar to SSMs with the exception that there are circumstances which prevent them from being fully compliant with all of the requirements of SSMs (i.e.: length of median or channelizing devices).



OHM utilized the FRA’s online quiet zone calculator to verify the risk indices presented in the Preliminary Study for each railroad; CSX and CN. The calculated Risk Index with Horn (RIWH) for the **CSX Railroad** is lower than what is presented in the Preliminary Study (6,845.28 current vs. 10,949.98 study). A number of factors (bulleted below) are considered in the calculation of the RIWH. A majority if not all of these factors have not changed since the report. Additionally, the calculated Quiet Zone Risk Index (QZRI) is lower than what is presented in the Preliminary Study (11,417.93 current vs. 18,864.56 study).

- AADT
- the trains per day
- the number of day through trains
- the total switching trains per day
- the number of main tracks
- the number of other tracks
- if the crossing is in an urban or rural location
- if the roadway is paved or not
- the maximum train speed
- the number of roadway lanes
- the number of years of crash data
- the number of crashes in crash data years

OHM presented these discrepancies to the FRA in an effort to identify the reasoning for the differences. FRA utilized an independent calculation and verified the results of the online quiet zone calculator. The current calculated values (not those presented in the preliminary report) are used for comparison in this evaluation.

The Preliminary Study RIWH and QZRI values for the **CN Railroad** were verified using the online quiet zone calculator. The values listed in the Preliminary Study are consistent with what is currently calculated.

### Field Review

OHM conducted a field review of several of the crossings along each railroad to determine the feasibility of proposed improvements. Site conditions, including lane and shoulder widths, along with driveway locations and their proximity to the gate arm or railroad tracks were observed and taken into account when evaluating proposed supplemental safety measures (SSMs) or alternative safety measures (ASMs).

### Review of preliminary report proposed SSM’s for feasibility with field conditions and costs.

The **Quiet Zone Risk Index (QZRI)** is the average of the risk indexes of all the public crossings in a quiet zone. It takes into consideration the absence of the horn sound and any safety measures that may have been installed.

As part of the establishment and implementation of a quiet zone, certain requirements are necessary to be reported to the Federal Railroad Administration. The frequency of these reports varies depending on the scenario in which the quiet zone was established.



If a quiet zone is qualified based on reference to the Nationwide Significant Risk Threshold then an **annual review** will be done by FRA to determine if the Quiet Zone Risk Index remains equal to, or less than, the Nationwide Significant Risk Threshold. Since the Nationwide Significant Risk Threshold and the Quiet Zone Risk Index may change from year to year, there is no guarantee that the quiet zone will remain qualified. The circumstances that cause the disqualification may not be subject to the control of the public authority. If the quiet zone is no longer qualified, then the public authority will have to take additional measures, and may incur additional costs that might not have been budgeted, to once again lower the Quiet Zone Risk Index to at least the Nationwide Significant Risk Threshold in order to retain the quiet zone. Therefore, while the initial cost to implement a quiet zone by reducing the QZRI below the NSRT may be the lowest cost option, this scenario also carries a degree of uncertainty about the quiet zone's continued existence.

Where supplemental safety measures (SSMs) are not installed at every crossing within the proposed quiet zone and the QZRI is below the RIWH, **periodic updates**, including updated inventory forms, must be submitted every **2.5-3 years** after the date of the quiet zone establishment, and between 2.5-3 years after the last affirmation. For the periodic updates the public authority must:

- 1) Affirm in writing to the FRA that all SSMs and ASMs implemented within the quiet zone continue to conform to the requirements of Appendices A (Approved Supplementary Safety Measures) and B (Alternative Safety Measures) of the federal regulation or the terms of the quiet zone approval. Copies of such notification must be provided to all railroads operating over the public highway-rail grade crossings within the quiet zone; the highway or traffic control or law enforcement authority having jurisdiction over vehicular traffic at grade crossings within the quiet zone; the landowner having control over any private highway-rail grade crossings within the quiet zone; the State agency responsible for highway and road safety; the State agency responsible for grade crossing safety; and the FRA Associate Administrator by certified mail, return receipt requested; and
- 2) Provide to the FRA Associate Administrator an up-to-date, accurate, and complete Grade Crossing Inventory Form for each public highway-rail grade crossing, private highway-rail grade crossing, and pedestrian grade crossing within the quiet zone.

Federal mandate requires the implementation of positive train control (PTC) on rail lines that carry intercity or commuter rail transportation, transport toxic or hazardous materials, or as prescribed by regulation or order. PTC is a system designed to prevent train-to-train collisions, derailments caused by excessive speeds, unauthorized train movements in work zones, and the movement of trains through switches left in the wrong position. PTC networks enable real-time information sharing between trains, rail wayside devices, and "back office" applications, regarding train movement, speed restrictions, train position and speed, and the state of signal and switch devices.

To implement PTC there must be constant warning time circuitry in place. Since constant warning time circuitry is also required for establishment of a quiet zone it is critical to the cost of implementation if the railroad is already obligated and scheduled to install the PTC.

CSX RR is not required to install PTC on this section of their rail, likely due to the volume of trains per day and cargo transported. CN RR is required to install PTC on their section of rail and will have their line equipped by 2021.



A **Diagnostic Study Team Review (DSTR)** meeting is required for any road projects that take place within 250 feet of a public at-grade railroad crossing. The DSTR consists of representatives from the Michigan Department of Transportation, the road authority (Ingham County Department of Roads), and the railroad. As part of the review meeting the DSTR reviews the railroad crossing configuration at each crossing location, including the surrounding roadway, and the road project specifics to determine if safety enhancements are warranted.

**CSX RR**

The Preliminary Study presented implementing a quiet zone by reducing the QZRI below the NSRT. The Preliminary Study included scenarios in which SSMs would be installed at strategic crossings to lower the QZRI.

While this is feasible, OHM strongly recommends establishing the quiet zone by implementing SSM's to reduce the QZRI **below** the RIWH and **avoid an annual review**.

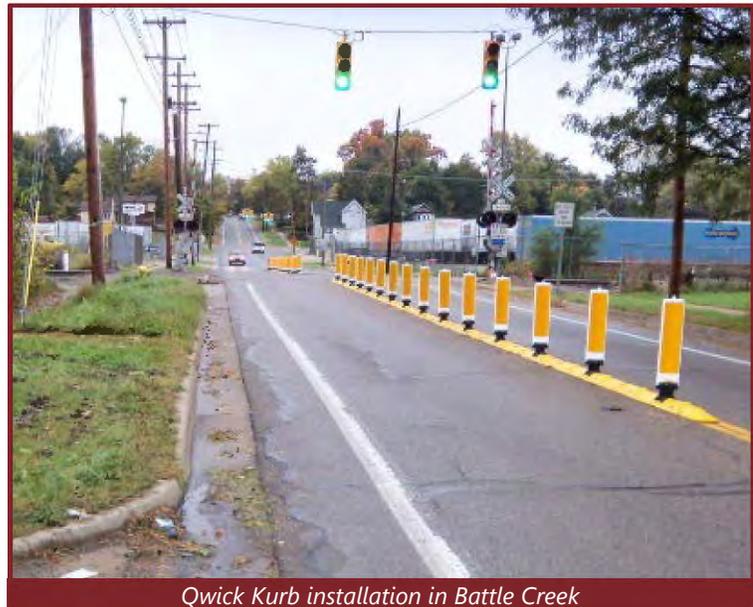
Implementation of the scenarios as listed in the Preliminary Study will result in a QZRI less than the nationwide threshold but not below the RIWH. OHM created a separate scenario which reduces the QZRI below the RIWH. This proposed quiet zone scenario includes all of the crossings within the Township; from Mt Hope Road to Meridian Road. The work required to implement this scenario involves installation of the following SSMs at the highest risk crossings where feasible and results in a QZRI of 6616.03 versus a RIWH of 6845.28. The chosen crossings allow for the installation of SSMs. The crossings where SSMs are not included in this scenario have driveways or intersecting roadways in close proximity and do not allow for installation of SSMs without significant roadwork or reconfiguration.

Mt Hope Rd	SSM Code 12 (Mountable medians with reflective traffic channelization devices)*
Hulett Rd	SSM Code 12 (Mountable medians with reflective traffic channelization devices)*
Okemos Rd	SSM Code 13 (Non-Traversable curb medians with or without channelizing devices)
Vanatta Rd	SSM Code 12 (Mountable medians with reflective traffic channelization devices)*

\* SSM Code 13 (Non-Traversable curb medians with or without channelizing devices) are feasible at these locations should a more permanent median be desired.



Proposed SSMs Coded 12 are anticipated to be Lane Separator Systems (Qwick Kurb) with installations of 100 foot lengths on each approach starting from the railroad gate arm. This type of installation does not require any road work and can be done in a short amount of time, typically one day per approach. Traffic would be affected during the installation but can be maintained by use of flagging or posted detour, if preferred and feasible. An example of this product installed in Battle Creek is shown here.



*Qwick Kurb installation in Battle Creek*

To implement a Quiet Zone, gates would need to be installed at Hulett Road and Meridian Road. Additionally, constant warning time circuitry needs to be installed at Hagadorn Road, Hulett Road, Dobie Road, and Vanatta Road. CSX RR is not required to install PTC and therefore the cost to install the circuitry at these crossings would need to be paid by the Township.



*Curbed median installation in Battle Creek*

The estimated cost of constructing these SSMs including the cost of gates and constant warning time circuitry is approximately \$2,050,000. The estimated cost of constructing non-traversable curbed medians (SSM Code 13) at all of these locations is approximately \$2,250,000. These costs include an estimated inflation rate of 3% until construction in 2022 (3 years), design fees, and construction engineering.

As mentioned in the Preliminary Study, the private crossing at Sylvan Glen Road would require additional signage at a minimum. The DSTR meeting would provide any additional direction needed for safety improvements at this crossing.



## CN RR

The proposed option presented in the Preliminary Study for implementing a quiet zone along the CNRR from Bogue Street to Green Street is rather simple. The existing safety measure, consisting of a non-traversable curbed median at Hagadorn Road, is enough risk reduction to allow for implementation of a quiet zone along this railroad. However, several of the crossings need installation of constant warning time circuitry to satisfy FRA requirements for quiet zone installation. The QZRI is below the RIWH; therefore, the Township will only be required to provide periodic updates to FRA every 2.5-3 years (not annually).

As discussed in the Preliminary Study, the crossing at Bogue Street is located within the City of East Lansing and on Michigan State University's campus. Additionally, there is a pedestrian only crossing at MSU parking Lot 92, just west of Hagadorn Road. **The City and University will need to be engaged early in the process and involved in the diagnostic study team review meeting.** If Hagadorn Road is included in the quiet zone, Bogue Street must also be included due to it being less than 0.5 miles from Hagadorn Road. This is considered Option #1. If Hagadorn Road and Boque Street are not included, then the quiet zone would extend from Okemos Road to Green Street and is labeled Option #2. In this option, the installation of a SSM at Okemos Road would be needed to provide enough risk reduction to put the QZRI below the RIWH. SSM Code 12 (Mountable medians with reflective traffic channelizing devices) (Quick Kurb) on each approach is recommended for this location. However, SSM Code 13 (Non-Traversable curb medians with or without channelizing devices) are feasible at this location should a more permanent median be desired.

OHM communication with CNRR has revealed that the railroad will implement positive train control at their crossings within the Township by 2021. As part of the positive train control installation, the required constant warning time circuitry will be installed as well. If the Township can wait until the railroad installs the positive train control, the cost of these items will not be at the expense of the Township.

Assuming the Township can wait until PTC is installed on the railroad, the estimated cost for implementing Option #1 is estimated to be \$20,000 for coordination and administrative costs, as well as sign installation. If the City of East Lansing and MSU and/or the diagnostic study team review meeting are not in support of including Bogue Street in the quiet zone, Option #2 could be implemented. The estimated cost for this implementation is approximately \$150,000 for lane separator system and approximately \$200,000 for installation of non-traversable curbed medians at Okemos Road. These costs include an estimated inflation rate of 3% until construction in 2022 (3 years), design fees, and construction engineering.

### **Review costs of railroad provided items (gates, flagging and inspection, constant warning time circuitry).**

OHM has cost estimate information for railroad signal and gate arm installation that was done on the recent quiet zone project in Battle Creek. CN RR, which runs through Battle Creek, provided preliminary cost estimates to the City in advance of their project so the City could budget accordingly as the signal and gate arm work was at the City's expense. OHM was unable to obtain signal installation cost information from CSX RR but expect the signal install costs would be similar between CN RR and CSX RR. We feel that a conservative amount for signal work at the required crossing is expected to be approximately \$300,000 per crossing (two lane road, two signals). This cost is included in the CSX RR estimate at the crossings which require gate arms and signals. The Preliminary Study used a cost of \$400,000 per crossing.

Railroad flagging and inspection will be required when work is performed within close proximity to the tracks, typically within 25 feet. Of the latest information we were able to locate the daily costs charged by each railroad is \$1,500 per day (CSX RR) and \$1,300 per 10 hours (CN RR). Other costs include Right of Entry permit and Cable Locate fees.



The Preliminary Study estimated a cost for installation of constant warning time systems to be between \$20,000-\$150,000. Through consultation with a designer of railroad signal systems who has a vast amount of knowledge and experience, we feel a more appropriate cost for installation of a constant warning time system is better estimated at \$175,000 (per crossing) as a conservative amount. This cost can vary depending on the crossing and is dependent on the number of tracks, crossing geometry, type of operations, train speed, existing signal circuitry, etc. and can be adjusted by the operating railroad with **more information gathered from the diagnostics review process**. This unit cost is included in the CSX RR estimate at the crossings which do not yet have the constant warning time circuitry.

Although there is no initial cost to request a DSTR meeting, CSX RR requires an agreement and a fee of \$5,500 prior to discussing the project. This fee is included in the estimate.

### **Alternate Options (ASMs, wayside horn)**

The scenarios as presented in the **Preliminary Study** are certainly viable. However, we feel the best approach to implement a quiet zone is by installing the most appropriate and effective supplemental safety measures (SSM's) at the best crossing locations to reduce the risk below the risk index with horns (RIWH).

As mentioned previously, ASMs can be installed at appropriate crossings to further reduce the risk within the limits of the quiet zone should additional risk reduction be needed in the future. Many of the crossing locations that cannot accommodate SSMs will accommodate ASMs due to the close proximity of driveways and/or intersecting roads. Median SSMs must extend at least 100 feet from the gate arm, or if there is an intersection within 100 feet of the gate, the median must extend at least 60 feet from the gate arm. Shorter length medians are allowed but are considered ASMs.

In the future, if additional risk reduction is necessary along the CSX RR to keep the quiet zone due to a decrease in the RIWH or NSRT, ASM's could be installed at the south approach at Hagadorn Road, the south approach at Dobie Road, and the south approach at Meridian Road. Due to the geometry of the roadways and proximity of driveways or intersecting side streets, OHM recommends the installation of mountable medians with reflective channelizing devices (Quick Kurb). The installation of the ASM's at these locations is estimated to be \$140,000. Furthermore, it may not be necessary to install ASM's at all of these locations, depending on how much additional risk reduction is needed.

In the future, if additional risk reduction is necessary along the CN RR to keep the Option #1 quiet zone, SSM's could be installed at Okemos Road and consist of mountable medians with reflective channelizing devices (Quick Kurb). Additional risk reduction for either scenario could be achieved with the installation of ASM's consisting of mountable medians with reflective channelizing devices (Quick Kurb) on the west approach at Haslett Road, both approaches at Carlton Street, and both approaches at Green Road. Installations at these crossings are considered ASM's because the length of medians that can be installed due to driveway or intersecting street locations being less than those needed for SSM's.

Wayside horns as mentioned in the Preliminary Study provide another option to silence train horns. A wayside horn is a stationary horn located at a highway rail grade crossing, designed to provide, upon the approach of a locomotive or train, audible warning to oncoming motorists of the approach of a train. While the installation of these devices allows for the trains to silence their horns the wayside horns still emit a noise that is similar in decibel level to a train horn only it is directionally focused along the approaching roadway. Moreover, the installation of a wayside horn at a crossing is not included in calculating the quiet zone risk reduction. A rough estimate of cost for the materials and installation of a wayside horn is



approximately \$80,000 per crossing. Maintenance costs for these installations are also significant. It has been reported that many municipalities have tried these horns and ended up removing them due to the maintenance and continued/redistributed noise concerns.

### Other Considerations

OHM fully concurs with the Preliminary Study's recommendation to consider the impact of the quiet zone(s) on pedestrians. We strongly agree with the Preliminary Study recommendation of installing Z-gates at Haslett Road (CN RR) due to the proximity of schools.

We also recommend additional signage along the sidewalk pedestrian crossings on each approach for the CSX RR at Hagadorn Road (east side of road), Okemos Road (both sides of road) and Dobie Road (west side of road), and at the following CN RR crossings, Bogue Street (east side of road), Hagadorn Road (east side of road), Okemos Road (east side of road), and Haslett Road (both sides of road).

The Haslett Road crossing (CN RR) has a unique and difficult configuration due to the skew of the tracks relative to the roadway and the proximity and geometry of an intersecting street and driveways, particularly in the northwest quadrant. Safety measures are not required at this crossing; however, the DSTR meeting would allow for the opportunity to discuss this specific crossing and any potential safety improvements that could be implemented.



*Haslett Road (CN RR)  
Driveway in NW Quad inside of gate arm*

In regard to the potential quiet zone on the CSX RR there are several things to consider. The cost to implement the quiet zone on this track is significant relative to the volume of train traffic. The cost to install signals, install constant warning time devices at several crossings, and the initial cost to discuss the project with CSX RR all need to be covered by the Township and are rather considerable. Perhaps it would serve the community best by holding on the pursuit of a quiet zone along the CSX RR and concentrate the effort to implementing a quiet zone on the CN RR.



### **Suggested Next Steps**

The Preliminary Study provides a good outline for next steps; however, as one of the first steps we recommend discussions with MSU to gauge their interest pursuing a quiet zone which includes Hagadorn Road and Bogue Street. Following the discussion(s) with MSU the Ingham County Department of Roads needs to be contacted to gauge their interests and concerns. Once these discussion have taken place a DSTR meeting request should be submitted to MDOT. Requesting the DSTR meeting early in the process gives the opportunity to discuss the project with the stakeholders and incorporate request, comments, and/or suggestions before design plan production begins.

Following the DSTR meeting and taking into account the discussions from the meeting, a better evaluation of the interests, limits and costs of establishment of quiet zone can be determined.

### **Attachments**

- Cost Estimates
- DSTR request form

Separate file

- FRA Final Rule  
(49 CFR Parts 222 and 229 Use of Locomotive Horns at Highway- Rail Grade Crossings)

**Engineer's Estimate of Cost**

January 2019

**CSX Railroad - Installation of:**

- SSM 12 at Mt Hope Road
- SSM 12 at Hulett Road
- SSM 13 at Okemos Road
- SSM 12 at Vanatta Road

**CSX RAILROAD**

Meridian Township Quiet Zones Cost Summaries				SSM	12	12	12	13	12	12	
ITEM CODES	DESCRIPTION	UNIT	UNIT PRICES	QTY	MT HOPE RD	HAGADORN RD	HULETT RD	OKEMOS RD	DOBIE RD	VANATTA RD	MERIDIAN RD
1500001	Mobilization, Max. _____	LS	\$10,000.00	4	1		1	1		1	
2040050	Pavt, Rem	Syd	\$25.00	287				287			
3020001	Aggregate Base	Ton	\$35.00	180				180			
6020050	Conc Pavt, Misc, Nonreinf, 6 inch	Syd	\$40.00	191				191			
8027001	_Curb and Gutter, Conc, Det F4, Modified	Ft	\$50.00	478				478			
8100340	Post Hole Through Conc for Steel Post	Ea	\$60.00	2				2			
8100371	Post, Steel, 3 lb	Ft	\$8.00	30				30			
8100405	Sign, Type IIIB	Sft	\$20.00	76	10	10	10	16	10	10	10
8110045	Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	Ft	\$15.00	120			48	48		24	
8110069	Pavt Mrkg, Ovly Cold Plastic, Railroad Sym	Ea	\$340.00	2			2				
8110343	Rem Spec Mrkg	Sft	\$2.50	24			24				
8120211	Pavt Mrkg, Longit, Greater than 6 inch Width, Rem	Ft	\$1.25	48			48				
8120250	Plastic Drum, High Intensity, Furn	Ea	\$20.00	102				102			
8120251	Plastic Drum, High Intensity, Oper	Ea	\$0.50	102				102			
8120350	Sign, Type B, Temp, Prismatic, Furn	Sft	\$4.50	168				168			
8120351	Sign, Type B, Temp, Prismatic, Oper	Sft	\$0.25	168				168			
8127001	_Lane Separator System	Ft	\$150.00	600	200		200			200	
8127051	_Maintenance of Traffic	LS	\$10,000.00	3	1		1			1	
8507060	_Cable Locate Fee	Dir	\$1.00	1000	250		250	250		250	
8507060	_Railroad Inspection and Flagging	Dir	\$1.00	24000	3000		3000	15000		3000	
8507060	_Right of Entry License	Dir	\$1.00	3000	750		750	750		750	

<b>Subtotal:</b>		\$54,200.00	\$200.00	\$55,720.00	\$75,327.38	\$200.00	\$54,560.00	\$200.00
<b>Contingency (%):</b> 10		\$5,500.00	\$100.00	\$5,600.00	\$7,600.00	\$100.00	\$5,500.00	\$100.00
<b>SSM Install Cost:</b>		\$59,700.00	\$300.00	\$61,320.00	\$82,927.38	\$300.00	\$60,060.00	\$300.00

\$264,907

**Railroad Associated Items/Costs**

Installation of Gates	Ea	\$300,000.00	2			1				1
Installation of Constant Warning Time Circuitry	Ea	\$175,000.00	4		1	1		1		1
				\$0.00	\$175,000.00	\$475,000.00	\$0.00	\$175,000.00	\$175,000.00	\$300,000.00
				\$59,700.00	\$175,300.00	\$536,320.00	\$82,927.38	\$175,300.00	\$235,060.00	\$300,300.00

\$1,300,000

\$1,564,907

<b>Yrs until Construction:</b> 3										
<b>Inflation (%):</b> 3		\$5,400.00	\$15,800.00	\$48,300.00	\$7,500.00	\$15,800.00	\$21,200.00	\$27,100.00	\$141,100	

CSX Agreement Fee	Ea	\$5,500.00	1
Update USDOT Inventory Forms	Ea	\$1,000.00	7
		\$12,500.00	

Design (10% of SSM installation cost + inflation): \$29,000  
 Construction Engineering (15% of SSM installation cost + inflation + RR Associated Items): \$256,000

**Grand Total: \$2,050,000**

**Engineer's Estimate of Cost**

January 2019

**CSX Railroad - Installation of:**

- SSM 13 at Mt Hope Road
- SSM 13 at Hulett Road
- SSM 13 at Okemos Road
- SSM 13 at Vanatta Road

**CSX RAILROAD**

Meridian Township Quiet Zones Cost Summaries				SSM	13	13	13	13	13	13	
ITEM CODES	DESCRIPTION	UNIT	UNIT PRICES	QTY	MT HOPE RD	HAGADORN RD	HULETT RD	OKEMOS RD	DOBIE RD	VANATTA RD	MERIDIAN RD
1500001	Mobilization, Max. _____	LS	\$15,000.00	4	1		1	1			1
2040050	Pavt, Rem	Syd	\$25.00	547	100		75	287			85
3020001	Aggregate Base	Ton	\$35.00	267	33		24	180			29
5010002	Cold Milling HMA Surface	Syd	\$5.00	3320	2000		684				636
5010034	HMA, 36A	Ton	\$100.00	298	179		61				57
6020050	Conc Pavt, Misc, Nonreinf, 6 inch	Syd	\$40.00	382	73		54	191			64
8027001	_Curb and Gutter, Conc, Det F4, Modified	Ft	\$50.00	478				478			
8027001	_Curb, Conc, Det E4, Modified	Ft	\$40.00	780	300		220				260
8100340	Post Hole Through Conc for Steel Post	Ea	\$60.00	16	4		4	4			4
8100371	Post, Steel, 3 lb	Ft	\$8.00	240	60		60	60			60
8100405	Sign, Type IIIB	Sft	\$20.00	194	41	10	41	41	10		41
8110045	Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	Ft	\$15.00	192	48		72	48			24
8110069	Pavt Mrkg, Ovly Cold Plastic, Railroad Sym	Ea	\$340.00	2			2				
8110231	Pavt Mrkg, Waterborne, 4 inch, White	Ft	\$0.50	1560	600		440				520
8110232	Pavt Mrkg, Waterborne, 4 inch, Yellow	Ft	\$0.50	150	150						
8110343	Rem Spec Mrkg	Sft	\$2.50	24			24				
8120211	Pavt Mrkg, Longit, Greater than 6 inch Width, Rem	Ft	\$1.25	48			48				
8120250	Plastic Drum, High Intensity, Furn	Ea	\$20.00	205	102			102			
8120251	Plastic Drum, High Intensity, Oper	Ea	\$0.50	205	102			102			
8120350	Sign, Type B, Temp, Prismatic, Furn	Sft	\$4.50	336	168			168			
8120351	Sign, Type B, Temp, Prismatic, Oper	Sft	\$0.25	336	168			168			
8127051	_Maintenance of Traffic (Minor Traff Devices, Staging or Detour)	LS	\$25,000.00	4	1		1	1			1
8507060	_Cable Locate Fee	Dlr	\$1.00	1000	250		250	250			250
8507060	_Railroad Inspection and Flagging	Dlr	\$1.00	60000	15000		15000	15000			15000
8507060	_Right of Entry License	Dlr	\$1.00	3000	750		750	750			750

<b>Subtotal:</b>		\$108,077.59	\$200.00	\$82,884.64	\$106,187.38	\$200.00	\$83,118.24	\$200.00
<b>Contingency (%):</b> 10		\$10,900.00	\$100.00	\$8,300.00	\$10,700.00	\$100.00	\$8,400.00	\$100.00
<b>SSM Install Cost:</b>		<b>\$118,977.59</b>	<b>\$300.00</b>	<b>\$91,184.64</b>	<b>\$116,887.38</b>	<b>\$300.00</b>	<b>\$91,518.24</b>	<b>\$300.00</b>

**Railroad Associated Items/Costs**

Installation of Gates	Ea	\$300,000.00	2			1					1
Installation of Constant Warning Time Circuitry	Ea	\$175,000.00	4			1	1		1	1	
				\$0.00	\$175,000.00	\$475,000.00	\$0.00	\$175,000.00	\$175,000.00	\$300,000.00	\$1,300,000
				\$118,977.59	\$175,300.00	\$566,184.64	\$116,887.38	\$175,300.00	\$266,518.24	\$300,300.00	\$1,719,468

<b>Yrs until Construction:</b> 3											
<b>Inflation (%):</b> 3		\$10,800.00	\$15,800.00	\$51,000.00	\$10,600.00	\$15,800.00	\$24,000.00	\$27,100.00	\$155,100		

CSX Agreement Fee	Ea	\$5,500.00	1								
Update USDOT Inventory Forms	Ea	\$1,000.00	7								
				\$12,500.00							

Design (10% of SSM installation cost + inflation): \$46,000  
 Construction Engineering (15% of SSM installation cost + inflation + RR Associated Items): \$282,000

**Grand Total: \$2,250,000**

**Engineer's Estimate of Cost**

January 2019

CN Railroad - Option #1 -

Quiet Zone from Bogue St to Green Rd

Signal installation and constant warning time systems installed by railroad at their expense (by 2021).

**CN RAILROAD**

Meridian Township Quiet Zones Cost Summaries				SSM	BOGUE ST	HAGADORN RD	OKEMOS RD	HASLETT RD	CARLTON RD	GREEN RD
ITEM CODES	DESCRIPTION	UNIT	UNIT PRICES	QTY						
8100405	Sign, Type IIIB	Sft	\$20.00	60	10	10	10	10	10	10

Subtotal:	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	
Contingency (%): 10	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	
*SSM Install Cost:	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$1,800

Railroad Associated Items/Costs

\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0
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\* Only signage need be installed, no SSMs or ASMS

\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$1,800
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Yrs until Construction: 3

Inflation (%): 3

\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$600
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Update USDOT Inventory Forms

Ea	\$1,000.00	6
		\$6,000.00

Administrative Costs (MSU/Ingham Co/DSTR meetings & coordination): \$7,000

**Grand Total: \$20,000**

**Engineer's Estimate of Cost**

January 2019

CN Railroad - Option #2 - Installation of:  
SSM 12 at Okemos Road  
Quiet Zone from Okemos Rd to Green Rd

**CN RAILROAD**

Meridian Township Quiet Zones Cost Summaries				SSM	BOGUE ST	HAGADORN RD	12	HASLETT RD	CARLTON RD	GREEN RD
ITEM CODES	DESCRIPTION	UNIT	UNIT PRICES	QTY			OKEMOS RD			
1500001	Mobilization, Max. _____	LS	\$10,000.00	4			1	1	1	1
8100405	Sign, Type III B	Sft	\$20.00	40			10	10	10	10
8110045	Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	Ft	\$15.00	24			24			
8127001	Lane Separator System	Ft	\$150.00	200			200			
8127051	Maintenance of Traffic	LS	\$10,000.00	1			1			
8507060	Cable Locate Fee	Dlr	\$1.00	250			250			
8507060	Railroad Inspection and Flagging	Dlr	\$1.00	2600			2600			
8507060	Right of Entry License	Dlr	\$1.00	750			750			

<b>Subtotal:</b>							\$54,160.00	\$10,200.00	\$10,200.00	\$10,200.00	
<b>Contingency (%):</b>	10						\$5,500.00	\$1,100.00	\$1,100.00	\$1,100.00	
<b>SSM Install Cost:</b>							\$59,660.00	\$11,300.00	\$11,300.00	\$11,300.00	\$93,560

**Railroad Associated Items/Costs**

							\$0.00	\$0.00	\$0.00	\$0.00	\$0
							\$59,660.00	\$11,300.00	\$11,300.00	\$11,300.00	\$93,560
<b>Yrs until Construction:</b>	3										
<b>Inflation (%):</b>	3						\$5,400.00	\$1,100.00	\$1,100.00	\$1,100.00	\$8,700

Update USDOT Inventory Forms	Ea	\$1,000.00	4
			\$4,000.00

Design (10% of SSM installation cost + inflation):	\$11,000
Construction Engineering (15% of SSM installation cost + inflation + RR Associated Items):	\$16,000
<b>Grand Total:</b>	<b>\$150,000</b>

**Engineer's Estimate of Cost**

January 2019

CN Railroad - Option #2 - Installation of:  
SSM 13 at Okemos Road  
Quiet Zone from Okemos Rd to Green Rd

**CN RAILROAD**

Meridian Township Quiet Zones Cost Summaries				SSM	BOGUE ST	HAGADORN RD	13	HASLETT RD	CARLTON RD	GREEN RD
ITEM CODES	DESCRIPTION	UNIT	UNIT PRICES	QTY			OKEMOS RD			
1500001	Mobilization, Max. _____	LS	\$15,000.00	4			1	1	1	1
2040050	Pavt, Rem	Syd	\$25.00	80			80			
3020001	Aggregate Base	Ton	\$35.00	27			27			
5010002	Cold Milling HMA Surface	Syd	\$5.00	853			853			
5010034	HMA, 36A	Ton	\$100.00	77			77			
6020050	Conc Pavt, Misc, Nonreinf, 6 inch	Syd	\$40.00	59			59			
8027001	_Curb, Conc, Det E4, Modified	Ft	\$40.00	240			240			
8100340	Post Hole Through Conc for Steel Post	Ea	\$60.00	4			4			
8100371	Post, Steel, 3 lb	Ft	\$8.00	60			60			
8100405	Sign, Type IIIB	Sft	\$20.00	71			41	10	10	10
8110045	Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	Ft	\$15.00	24			24			
8110231	Pavt Mrkg, Waterborne, 4 inch, White	Ft	\$0.50	600			600			
8127051	_Maintenance of Traffic (Minor Traff Devices or Detour)	LS	\$25,000.00	1			1			
8507060	_Cable Locate Fee	Dlr	\$1.00	250			250			
8507060	_Railroad Inspection and Flagging	Dlr	\$1.00	13000			13000			
8507060	_Right of Entry License	Dlr	\$1.00	750			750			

<b>Subtotal:</b>							\$83,002.67	\$15,200.00	\$15,200.00	\$15,200.00	
<b>Contingency (%):</b>	10						\$8,400.00	\$1,600.00	\$1,600.00	\$1,600.00	
<b>SSM Install Cost:</b>							<b>\$91,402.67</b>	<b>\$16,800.00</b>	<b>\$16,800.00</b>	<b>\$16,800.00</b>	<b>\$16,800.00</b>

**Railroad Associated Items/Costs**

							\$0.00	\$0.00	\$0.00	\$0.00	\$0
							\$91,402.67	\$16,800.00	\$16,800.00	\$16,800.00	\$141,803

<b>Yrs until Construction:</b>	3										
<b>Inflation (%):</b>	3						\$8,300.00	\$1,600.00	\$1,600.00	\$1,600.00	\$13,100

Update USDOT Inventory Forms	Ea	\$1,000.00	4								
											\$4,000.00

Design (10% of SSM installation cost + inflation): \$16,000  
 Construction Engineering (15% of SSM installation cost + inflation + RR Associated Items): \$24,000

**Grand Total: \$200,000**

## NOTIFICATION OF PROPOSED PROJECT INVOLVING A PUBLIC RAILROAD CROSSING

**INSTRUCTIONS:** TO BE COMPLETED BY ROAD AUTHORITY OR RAILROAD.  
PLEASE ATTACH A COPY OF APPLICABLE PLANS IF AVAILABLE.

**Road Project** - MDOT will determine if a diagnostic review is needed.

**New Crossing** - A review is required for new public roadways or trails proposed to cross a rail line, or for new rail lines to cross an existing public roadway or trail.

**Other** - \_\_\_\_\_

DATE:

### CROSSING IDENTIFICATION

NAME OF EXISTING OR PROPOSED ROAD/TRAIL		ROAD AUTHORITY	
COUNTY		CITY/VILLAGE/TOWNSHIP	
RAILROAD	NATIONAL INVENTORY #	TRAIN MOVES (Projected if new track) _____ PER _____ (DAY/WEEK/ETC)	
CURRENT ADT	YEAR	PROJECTED ADT (Max. 5 years out)	YEAR

**WRITTEN DOCUMENTATION OF CURRENT ADT (WITHIN 3 YEARS/24 HOUR STUDY) MUST BE PROVIDED AT THE REVIEW.**

### PROJECT INFORMATION

BRIEF DESCRIPTION OF PROPOSED PROJECT (Attach additional sheets if necessary)

DESCRIPTION OF PLANNED TRAFFIC CONTROL AT CROSSING DURING CONSTRUCTION

PROXIMITY OF WORK TO NEAREST RAIL IN CROSSING: _____ ft		SOURCE OF ROAD FUNDING (Check one):    Local /    Federal-aid	
<b>ROADWAY DIMENSIONS</b>	<b>CURRENT</b>	<b>PLANNED</b>	
Number of Lanes			
Total Road Width			
Shoulder Width			
Curb & Gutter	YES      NO	YES      NO	
WILL ROADWAY ELEVATION CHANGE IN RELATION TO CROSSING ELEVATION?	YES      NO	WILL ALIGNMENT OF THE ROADWAY CHANGE? YES (If yes, please explain above).      NO	
PROPOSED CONSTRUCTION START DATE	SOURCE OF FUNDS FOR POTENTIAL RAILROAD SURFACE/SIGNAL WORK		

### CONTACT INFORMATION

NAME/TITLE	PHONE	FAX	
ORGANIZATION	E-MAIL		
ADDRESS	CITY	STATE	ZIP CODE

Please complete all sections and return with a copy of applicable plans if available, to:  
Ms. Tina Hissong, Manager, MDOT Rail Safety Section, 425 West Ottawa, Lansing, Michigan 48909,  
Email: [hissongt@michigan.gov](mailto:hissongt@michigan.gov), Phone: (517) 335-2592, Fax: (517) 373-0856.

July 20, 2022

Ms. Melissa Massie  
Director of Project Management & Operations  
Meridian Township  
5151 Marsh Road  
Okemos, MI 48864

RE: Design Services for Quiet Zone for Meridian Township, CN Railroad from Okemos Road to Green Road

Dear Ms. Massie:

Thank you for the opportunity to meet with you and your team on June 29 to discuss the Township's desire to establish a Quiet Zones for the CN Railroad line that runs through Meridian Township. Based on preliminary discussions with the City of East Lansing and Michigan State University the Quiet Zone would not include the Bogue Street or Hagadorn Road crossings.

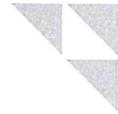
Our mission at OHM Advisors is to advance communities – which means helping each client not only meet the needs for each project, but also meet their needs as it relates to their entire community. We understand that while this project is for Meridian Township, we are tasked with establishing the most effective use of available resources provided by the people of the township.

In addition to our talented and experience staff, we propose to utilize the knowledge and experience of Mr. Larry Bowron, formerly with the City of Battle Creek, whom we worked with on the successful construction and implementation of their Quiet Zone.

#### Scope of Services

Upon Notice to Proceed, OHM will proceed with the following specific work efforts for Phase 1:

- Update and analysis of potential crossing treatments with the FRA Quiet Zone Calculator
- Organize, facilitate and attend a Diagnostic Study Team Review (DSTR) with MDOT, CNRR, Meridian Township, Ingham County Road Department and other required/interested parties.
- Evaluation of recommended crossing treatments based on FRA Quiet Zone Calculator and DSTR meeting
  - Review proposed SSM's for feasibility with field conditions and estimate costs
  - Review costs for railroad provided items (relocate gates, if needed).
  - Review costs for railroad fees (permits, flagging and inspection, cable locate fees)
- Meeting with Meridian Township staff to review alternatives and estimated costs.
- Prepare the Notice of Intent – 60 day comment period.



Work efforts for Phase 2 will be determined after Phase 1 determines the recommended improvements and staffing capabilities for Meridian Township are assessed. Following are the general work tasks to be performed for Phase 2:

- Design of crossing improvements, required signage, etc.
- Draft and negotiate agreement with CN RR for construction of RR improvements, if any.
- Prepare Bid package for improvements, bid/award recommendation
- Construction administration and inspection
- Prepare the Notice of Establishment

#### Schedule

Depending on response time from CN Railroad and MDOT we would anticipate Phase 1 to be approximately 6 months in duration. Individual milestones will be established upon notice to proceed and scheduling of the DSTR meeting.

#### Compensation

The services outlined above for Phase 1 will be performed for the amount of twelve thousand five hundred dollars (\$12,500). This amount is based on the assumptions listed above. The Township will be invoiced monthly for services performed based on 2022 OHM Public billing rates. Additional meetings, if requested, will be billed based on the billing rates. A copy of our Terms and Conditions is attached.

#### Clarifications and Assumptions

Our Proposal was prepared based on the following assumptions:

- ▼ If additional labor effort or change in schedule is required beyond described herein, OHM Advisors will negotiate an amendment with Meridian Township. OHM Advisors will not proceed with additional services without written authorization to proceed from the Township.
- ▼ No topographic survey is included in this scope.
- ▼ No assistance for easement acquisitions is included in this scope.
- ▼ No right-of-way negotiations are included in this scope.
- ▼ No public utility design is included in this scope.

#### **Client Responsibilities**

- ▼ The Township will provide a single point of contact to OHM Advisors who is knowledgeable about the project needs and desired outcomes.
- ▼ The Township will facilitate communication and coordination with local residents and with the Ingham County Road Department.
- ▼ The Township will provide updated traffic counts for the crossings considered.

#### **Authorization and Acceptance**

If this proposal is acceptable to you an issued Purchase Order or signed copy of this proposal will serve as our authorization to proceed. Upon execution, this Proposal and attached Terms & Conditions form our agreement.



We thank you for the opportunity to provide professional engineering services for this project. If you have any questions or require additional information please contact me at (517) 525-1808 or Alan at (616) 780-5353.

Please sign both copies and return one signed copy to OHM or if you prefer send a Purchase Order referencing this proposal.

Sincerely,  
OHM Advisors

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Christine Spitzley, AICP  
Principal

Encl: Terms & Conditions

cc: Dan Opsommer, Meridian Township  
Alan Halbeisen, OHM Advisors  
Larry Bowron, LCB & Co.

**Meridian Township Quiet Zone for CNRR line, Phase 1**

Accepted By:  \_\_\_\_\_

Printed Name: Dan Opsommer \_\_\_\_\_

Title: Assistant Twp Manager and Director of Public Works and Engineering \_\_\_\_\_

Date: 8/5/22 \_\_\_\_\_

## TERMS & CONDITIONS



1. THE AGREEMENT. These Terms and Conditions and the attached Proposal or Scope of Services, upon acceptance by CLIENT, shall constitute the entire Agreement between Orchard, Hiltz & McCliment, Inc. (OHM ADVISORS), a registered Michigan Corporation, and CLIENT. OHM ADVISORS and CLIENT may be referred to individually as a Party or collectively as Parties. This Agreement supersedes all prior negotiations or agreements and may be amended only by written agreement signed by both Parties.
2. CLIENT RESPONSIBILITIES. CLIENT, at no cost, shall:
  - a. Provide access to the project site to allow timely performance of the services.
  - b. Provide all information in CLIENT'S possession as required by OHM ADVISORS to perform the services.
  - c. Designate a person to act as CLIENT'S representative who shall transmit instructions, receive information, define CLIENT policies, and have the authority to make decisions related to services under this Agreement.
3. PROJECT INFORMATION. OHM ADVISORS shall be entitled to rely on the accuracy and completeness of services and information furnished by CLIENT, other design professionals, or consultants contracted directly to CLIENT.
4. PERIOD OF SERVICE. The services shall be completed within the time specified in the Proposal or Scope of Services, or if no time is specified, within a reasonable amount of time. OHM ADVISORS shall not be liable to CLIENT for any loss or damage arising out of any failure or delay in rendering services pursuant to this Agreement that arise out of circumstances that are beyond the control of OHM ADVISORS.
5. COMPENSATION. CLIENT shall pay OHM ADVISORS for services performed in accordance with the method of payment, as stated in the Proposal or Scope of Services. CLIENT shall pay OHM ADVISORS for reimbursable expenses for subconsultant services, equipment rental, or other special project related items at a rate of 1.15 times the invoice amount.
6. TERMS OF PAYMENT. Invoices shall be submitted to the CLIENT each month for services performed during the preceding period. CLIENT shall pay the full amount of the invoice within thirty days of the invoice date. If payment is not made within thirty days, the amount due to OHM ADVISORS shall include a service fee at the rate of one (1%) percent per month from said thirtieth day.
7. STANDARD OF CARE. OHM ADVISORS shall perform their services under this Agreement in a manner consistent with the professional skill and care ordinarily provided by similar professionals practicing in the same or similar locality under the same or similar conditions.
8. RESTRICTION OF REMEDIES. OHM ADVISORS is responsible for the work of its employees while they are engaged on OHM ADVISORS' projects. As such, and in order to minimize legal costs and fees related to any dispute, CLIENT agrees to restrict any and all remedies it may have by reason of OHM ADVISORS' breach of this Agreement or negligence in the performance of services under this Agreement, be they in contract, tort, or otherwise, to OHM ADVISORS, and to waive any claims against individual employees.
9. LIMIT OF LIABILITY. To the fullest extent permitted by law, CLIENT agrees that, notwithstanding any other provision in this Agreement, the total liability in the aggregate, of OHM ADVISORS to CLIENT, or anyone claiming under CLIENT, for any claims, losses, damages or costs whatsoever arising out of, resulting from, or in any way related to this Agreement or the services provided by OHM ADVISORS pursuant to this Agreement, be limited to \$25,000 or OHM ADVISORS fee, whichever is greater, and irrespective of whether the claim sounds in breach of contract, tort, or otherwise.
10. ASSIGNMENT. Neither Party to this Agreement shall transfer, sublet, or assign any duties, rights under or interest in this Agreement without the prior written consent of the other Party.
11. NO WAIVER. Failure of either Party to enforce, at anytime, the provisions of this Agreement shall not constitute a waiver of such provisions or the right of either Party at any time to avail themselves of such remedies as either may have for any breach of such provisions.
12. GOVERNING LAW. The laws of the State of Michigan will govern the validity of this Agreement, its interpretation and performance.
13. INSTRUMENTS OF SERVICE. OHM ADVISORS shall retain ownership of all reports, drawings, plans, specifications, electronic data and files, and other documents (Documents) prepared by OHM ADVISORS as Instruments of Service. OHM ADVISORS shall retain all common law, statutory and other reserved rights, including, without limitation, all copyrights thereto. CLIENT, upon payment in full for OHM's services, shall have an irrevocable license to use OHM's Instruments of Service for or in conjunction with repairs, alterations or maintenance to the project involved but for no other purpose. CLIENT shall not reuse or make any modifications to the Documents without prior written authorization by OHM ADVISORS. In accepting and utilizing any Documents or other data on any electronic media provided by OHM ADVISORS, CLIENT agrees they will perform acceptance tests or procedures on the data within 30 days of receipt of the file.
14. CERTIFICATIONS. OHM ADVISORS shall have 14 days to review proposed language prior to the requested dates of execution. OHM ADVISORS shall not be required to execute certificates to which it has a reasonable objection, or that would require knowledge, services, or responsibilities beyond the scope of this Agreement, nor shall any certificates be construed as a warranty or guarantee by OHM ADVISORS.
15. TERMINATION. Either Party may at any time terminate this Agreement upon giving the other Party 7 calendar days prior written notice. CLIENT shall within 45 days of termination pay OHM ADVISORS for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions in this Agreement.
16. RIGHT TO SUSPEND SERVICES. In the event CLIENT fails to pay OHM ADVISORS the amount shown on any invoice within 45 days of the date of the invoice, OHM ADVISORS may, after giving 7 days' notice to CLIENT, suspend its services until payment in full for all services and expenses is received.

17. OPINIONS OF PROBABLE COST. OHM ADVISORS preparation of Opinions of Probable Cost represents OHM ADVISORS' best judgment as a design professional familiar with the industry. CLIENT recognizes that OHM ADVISORS has no control over costs of labor, equipment, materials, or a contractor's pricing. OHM ADVISORS makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual cost.
18. JOB SITE SAFETY. Neither the professional activities of OHM ADVISORS, nor the presence of OHM ADVISORS or our employees and subconsultants at a construction site shall relieve the Contractor or any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequences, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and the health or safety precautions required by any regulatory agency. OHM ADVISORS has no authority to exercise any control over any construction contractor or any other entity or their employees in connection with their work or any health or safety precautions.
19. CONTRACTOR SUBMITTALS. If included in the services to be provided, OHM ADVISORS shall review the contractor's submittals such as shop drawings, product data, and samples for the limited purpose of checking for conformance with information given and the design concept expressed in the construction documents issued by OHM ADVISORS. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the contractor's responsibility. OHM ADVISORS review shall not constitute approval of safety precautions or, unless otherwise specifically stated by OHM ADVISORS, of any construction means, methods, techniques, sequences or procedures. OHM ADVISORS approval of a specific item shall not indicate approval of an assembly of which the item is a component.
20. CONSTRUCTION OBSERVATION. If requested, OHM ADVISORS shall visit the project construction site to generally observe the construction work and answer questions that CLIENT may have. OHM ADVISORS shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the construction work, or to determine whether the construction work is being constructed in accordance with the Contract Documents.
21. HAZARDOUS MATERIALS. As used in this Agreement, the term hazardous materials shall mean any substances, including without limitation asbestos, toxic or hazardous waste, PCBs, combustible gases and materials, petroleum or radioactive materials (as each of these is defined in applicable federal statutes) or any other substances under any conditions and in such quantities as would pose a substantial danger to persons or property exposed to such substances at or near the Project site. Both Parties acknowledge that OHM ADVISORS' Scope of Services does not include any services related to the presence of any hazardous or toxic materials. In the event OHM ADVISORS or any other person or entity involved in the project encounters any hazardous or toxic materials, or should it become known to OHM ADVISORS that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of OHM ADVISORS' services, OHM ADVISORS may, at its sole option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until CLIENT retains appropriate qualified consultants and/or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations. CLIENT agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless OHM ADVISORS, its officers, partners, employees and subconsultants (collectively, OHM ADVISORS) from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including reasonable attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the Project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability, regulatory or any other cause of action, except for the sole negligence or willful misconduct of OHM ADVISORS.
22. WAIVER OF CONSEQUENTIAL DAMAGES. The Parties waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either Party's termination of this Agreement.
23. WAIVER OF SUBROGATION. The Parties waive all rights against each other and any of their contractors, subcontractors, consultants, agents, and employees, each of the other, for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to a written contract or other property insurance applicable to the construction work.
24. THIRD PARTIES. Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either CLIENT or OHM ADVISORS.
25. CODE REVIEW/ACCESSIBILITY. In providing its services under this Agreement, OHM ADVISORS may have to interpret federal and or state laws, codes, ordinances, regulations and/or statutes. CLIENT understands and agrees that these may be subject to different and possibly contradictory interpretations by relevant governmental officials charged with interpreting same and furthermore understands and agrees that OHM ADVISORS does not warrant or guarantee that their interpretation will be consistent with the interpretation of the relevant governmental officials. OHM ADVISORS shall not be liable for unreasonable or unforeseeable interpretation of federal and or state laws, codes, ordinances, regulations and/or statutes by governmental officials charged with interpreting same.
26. DISPUTE RESOLUTION. In an effort to resolve any conflicts that arise during the project or following the completion of the project, the Parties agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation, unless the Parties mutually agree otherwise, as a prerequisite to further legal proceedings. The Parties agree to share the mediator's fee and any filing fees equally, and the mediation shall be held in the place where the project is located, unless another location is mutually agreed upon.



**To: Township Board**

**From: Timothy R. Schmitt, AICP  
Community Planning and Development Director**

**Date: September 2, 2022**

**Re: Recreational Marijuana**

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The results of the August 2<sup>nd</sup> vote on recreational marijuana have been certified and recounted, affirming a narrow defeat of the proposed ban. Supervisor Jackson has asked that a discussion on recreational marijuana be placed on the Township Board’s agenda to provide direction on how we move forward as a Township.

As it currently stands, the Township prohibits all recreational marijuana establishments, per Ordinance 2019-11 adopted on July 9, 2019. Numerous communities around the State ‘opted out’ at around this time, due to uncertainty as to how the recreational marijuana law was going to be implemented at the State level. Medical marijuana is permitted and is regulated through the zoning ordinance with an overlay district and a licensing/permitting scheme outside of the zoning ordinance. Currently, there are no open medical marijuana facilities or active licenses.

If desired, the zoning structure that was established for medical marijuana can be used to create a similar structure for recreational marijuana, subject to input on three specific items, along with any other input the Township Board and Planning Commission might have.

1. The number of recreational licenses the Township would consider issuing. Currently, through the licensing ordinance, the Township allows up to three each of grower, processor, safety compliance, and secure transport permits, along with six provisioning center permits. However, these licenses are limited by the following item, location.
2. The location where the Township would consider issuing the licenses. There are currently seven overlay areas that allow medical marijuana facilities, including both commercial, industrial, and research park zoned properties.
3. The types of licenses that the Township would consider. The types of licenses are different between medical marijuana and recreational marijuana, although there is some overlap.

The licensing process for medical marijuana is not directly translatable to recreational marijuana and would need to be created specifically for recreational marijuana. Staff will need to seek input from the Township Attorney’s office for options in creating a licensing/permitting scheme for recreational marijuana.

The creation of a new zoning overlay district for recreational marijuana would need to be referred to the Planning Commission for review and a required public hearing. The licensing/permitting scheme may be referred to the Planning Commission but is not required to be, as it is outside of the Zoning Ordinance. No formal action on the topic is needed at this time, but Staff would appreciate any and all feedback on how to proceed or not to proceed with this topic.