



**Economic Development Authority Board (EDA)
Regular Meeting – Township Hall
Tuesday October 15, 2019
5:15 p.m.**

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF REGULAR MEETING MINUTES AUGUST 20, 2019
5. APPROVAL OF REGULAR MEETING MINUTES SEPTEMBER 17, 2019
6. PUBLIC COMMENT
7. REPORTS
 - A. ACCOUNTS PAYABLE APPROVAL – AUGUST / SEPTEMBER
EAST DDA DISTRICT #248 – **CHECK REGISTER**
WEST DDA DISTRICT #250 – **CHECK REGISTER**
 - B. SEPTEMBER FINANCIAL REPORTS: INCOME/EXPENSE STATEMENT; BALANCE SHEET
EAST DDA DISTRICT #248
WEST DDA DISTRICT #250
 - C. BOARD MEMBER EXPIRATION MATRIX
 - D. WATER AND SEWER PROJECT PROGRESS REPORT
8. NEW BUSINESS
 - A. ACCEPT / SUPPORT DDA JAMESON PARK IMPROVEMENTS SUBCOMMITTEE 2019 / 2020 PROJECT RECOMMENDATIONS
 - B. APPROVAL OF 2020 EDA MEETING SCHEDULE
 - C. CONSIDER TO APPROVE AND ADOPTION OF THE FY 2020 BUDGET FOR THE EAST DDA AND WEST DDA FUNDS AND TO FURTHER RECOMMEND ADOPTION TO THE TOWNSHIP BOARD OF TRUSTEES
9. PENDING BUSINESS
10. ADJOURNMENT UNTIL NEXT REGULAR EDA MEETING: NOVEMBER 19, 2019

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular Board Meeting
Tuesday August 20, 2019**

MINUTES

CALL TO ORDER

Chairman Kequom called to order EDA Board Meeting at 5:16 p.m.

ROLL CALL

Present: Bacon, Hunter, Zalud, Chowdhary, Johnson, Kequom, Barz, Figg, Coyne, Gunning (5:19)

Excused: Smith

Absent:

Others Present: Mark Stuhldreher – Township Manager, Sherrie Teall – Finance Director, Amy Peak-Building Dept. Clerk

APPROVAL OF AGENDA

MOTION by **Johnson** SUPPORTED by **Barz** to APPROVE the agenda as presented. MOTION CARRIED 9-0.

APPROVAL OF MINUTES

MOTION by **Figg** SUPPORTED by **Chowdhary** to APPROVE minutes from the July 16, 2019 regular meeting as presented. MOTION CARRIED 10-0.

PUBLIC COMMENT – None

REPORTS

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

Manager Stuhldreher reviewed the accounts payable for the East & West DDA.

MOTION by **Zalud** SUPPORTED by **Johnson** to APPROVE the East DDA payables 7/17/19 – 8/20/19 in the amount of \$72,556.17 and the West DDA payables 7/17/19 – 8/20/19 in the amount of \$49,152.00 as presented. MOTIONED CARRIED 10-0.

Manager Stuhldreher reviewed financial reports.

July Financial reports were RECEIVED AND FILED by Chairman Kequom.

PENDING BUSINESS

Chair Kequom gave brief update on the Jameson Park Improvement Subcommittee meeting. Subcommittee recommendations will be included in September Board Packet.

MANAGER COMMENTS

- Update on downed light pole on corner of Pickard & Summerton Rds.
- MMI Service Agreements
- Letter from EDA to Board of Trustee to be in August 28, 2019 Board Packet
- Trash receptacles and Park Bench Project Update
- Street Light update
- Reminder of Annual Joint Meeting to be held at Commission on Aging 8/27/19 at 7pm.
- Lincoln Rd closure on 8/26/19 & 8/27/19
- Manager Stuhldreher notified Board of a tree in front of Gateway Banners. MDOT has given permission to the Township to have the tree cut down and removed. EDA Board consensus to proceed with tree removal.

GENERAL DISCUSSION

- Mid-Michigan College property development and tax capture

Reminder of the next scheduled EDA meeting on September 17, 2019.

Meeting was adjourned by Chairman Kequom at 5:39 p.m.

APPROVED BY

Secretary Chowdhary

(Recorded by Amy Peak)

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular Board Meeting
Tuesday September 17, 2019**

MINUTES

CALL TO ORDER

Meeting called to order by Gunning at 5:19 pm

ROLL CALL

Present: Gunning, Bacon, Hunter

Excused: Figg, Barz, Coyne, Kequom, Zalud, Johnson, Smith

Absent: Chowdhary

Others Present: Mark Stuhldreher – Township Manager, Sherrie Teall – Finance Director, Amy Peak-Building Dept. Clerk,

NO QUORUM PRESENT – MEETING CANCELED

Reminder of the next scheduled EDA meeting on October 15, 2019

Meeting was adjourned by Gunning at 5:20 p.m.

APPROVED BY

Secretary Chowdhary

(Recorded by Amy Peak)

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
08/28/2019	248	51 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	5771 E PICKARD B 5771 E PICKARD A 5770 E PICKARD B 5770 E PICKARD A 5325 E PICKARD 2029 2ND 5157 E PICKARD B 5157 E PICKARD A 4900 E PICKARD 2027 FLORENCE 4923 E PICKARD 4675 E PICKARD 4592 E PICKARD B 4592 E PICKARD A 1940 S ISABELLA	26.08 62.83 26.22 66.37 50.58 53.90 26.63 30.92 30.38 28.17 33.23 33.12 26.08 36.76 40.28
						571.55
09/17/2019	248	4111	00021	ALWOOD LANDSCAPING NURSERY, INC	MULCH - EDDA	612.00
09/17/2019	248	4112	00072	BLOCK ELECTRIC	CHANGE GATEWAY BANNERS CONVERT LIGHT TO LED	500.00 172.74
						672.74
09/17/2019	248	4113	01637	CMU PRINTING SERVICES	NEW EAST DDA GATEWAY BANNERS	2,550.00
09/17/2019	248	4114	01611	THOMAS CULVER	TRASH RECEPTICLES REPAIR/REPLACE BENCHES REPAIR/REFINISH	7,667.00 10,148.00
						17,815.00
09/17/2019	248	4115	00450	M M I	PARK BENCH/GROUND MAINT - AUG 2019	354.00
09/17/2019	248	4116	01438	PATTERSON PLUMBING SERVICE INC.	TEST BACKFLOW -DDA	437.50
09/17/2019	248	4117	01620	PENCHURA, L.L.C.	TRASH CAN INSERTS FOR RECEPTACLES-PICKAR	2,159.25
09/17/2019	248	4118	00530	PLEASANT THYME HERB FARM	WATER & WEED - BASKETS/BEDS JUL - SEPT	3,230.00
09/17/2019	248	4119	00544	PUMMILL PROMARK	CHECK STOCK - EDDA	123.45
09/17/2019	248	4120	00649	THIELEN TURF IRRIGATION, INC.	IRRIGATION SYSTEM SERVICE	211.00
09/17/2019	248	4121	00640	WILSON LAWN CARE, INC	MOWING & TRIMMING PICKARD - AUG 2019	1,600.00
09/27/2019	248	52 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	1940 S ISABELLA 2027 FLORENCE 4923 E PICKARD 4675 E PICKARD 4592 E PICKARD STE A 5771 E PICKARD STE A 5770 E PICKARD STE A 5325 E PICKARD 2029 2ND 5157 E PICKARD STE A 4900 E PICKARD	15.28 31.35 37.02 36.81 41.06 71.32 75.03 57.78 61.49 34.50 33.74
						495.38
10/15/2019	248	4122	01600	BE GREEN LAWN SERVICES CO, INC.	FERTILIZER - PICKARD CORRIDOR	1,740.00
10/15/2019	248	4123	00072	BLOCK ELECTRIC	REPLACE LIGHT POLE ON PICKARD RE-INSTALL BANNERS	1,177.50 120.00
						1,297.50

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/15/2019	248	4124	00722	CHARTER TOWNSHIP OF UNION	Q3 UTILITY BILLING - EDDA	8,641.30
10/15/2019	248	4125	00450	M M I	PARK BENCH/GROUND MAINT - SEPT 2019	840.00
10/15/2019	248	4126	01645	PLANTE MORAN	PUBLIC ACT 57 PROFESSIONAL SERVICES	1,174.37
10/15/2019	248	4127	00530	PLEASANT THYME HERB FARM	MULCH, FALL CLEANUP, BASKET REMOVAL ETC	2,676.00
10/15/2019	248	4128	00649	THIELEN TURF IRRIGATION, INC.	REPLACE HEAD & LINE - NEAR IHOP	242.54
					WINTERIZE IRRIGATION SYSTEM - PICKARD	835.00
						<u>1,077.54</u>
10/15/2019	248	4129	00640	WILSON LAWN CARE, INC	MOWING & TRIMMING PICKARD - SEPT 2019	<u>2,000.00</u>

248 TOTALS:

Total of 21 Disbursements:

50,278.58

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
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Bank 250 WDDA CHECKING

10/15/2019	250	233	00333	ISABELLA COUNTY ROAD COMMISSION	LINCOLN RD - M20 TO PICKARD	162,293.14
10/15/2019	250	234	01645	PLANTE MORAN	PUBLIC ACT 57 PROFESSIONAL SERVICES	1,174.38

250 TOTALS:

Total of 2 Checks:						163,467.52
Less 0 Void Checks:						0.00
Total of 2 Disbursements:						163,467.52

User: SHERRIE

DB: Union

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	YTD BALANCE		2019		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2019 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Revenues								
Dept 000 - NONE								
248-000-402.000	CURRENT PROPERTY TAX	395,403.52		400,000.00	400,000.00		408,606.73	102.15
248-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	(4,000.00)		0.00	0.00
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00		(250.00)	(250.00)		0.00	0.00
248-000-420.000	DELQ PERSONAL PROPERTY CAPT	4.57		1,000.00	1,000.00		292.42	29.24
248-000-445.000	INTEREST ON TAXES	319.66		500.00	500.00		177.00	35.40
248-000-573.000	STATE AID REVENUE-LCSA	0.00		30,000.00	55,000.00		0.00	0.00
248-000-665.000	INTEREST EARNED	12,718.00		10,000.00	18,000.00		18,769.14	104.27
248-000-671.000	OTHER REVENUE	11,355.69		100.00	100.00		11,414.89	1,414.89
Total Dept 000 - NONE		419,801.44		437,350.00	470,350.00		439,260.18	93.39
TOTAL REVENUES		419,801.44		437,350.00	470,350.00		439,260.18	93.39
Expenditures								
Dept 000 - NONE								
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	4,064.50		5,570.00	11,070.00		8,556.82	77.30
248-000-801.003	SIDEWALK SNOWPLOWING	2,350.00		5,500.00	9,000.00		8,700.00	96.67
248-000-801.004	RIGHT OF WAY LAWN CARE	10,540.00		13,000.00	16,500.00		14,420.00	87.39
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	12,906.55		12,000.00	30,000.00		32,263.78	107.55
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	14,567.00		18,000.00	18,000.00		16,381.00	91.01
248-000-801.015	STREET LIGHT BANNERS/CHRISTMAS	6,390.50		20,000.00	20,000.00		6,283.00	31.42
248-000-826.000	LEGAL FEES	0.00		500.00	500.00		0.00	0.00
248-000-880.000	COMMUNITY PROMOTION	5,000.00		5,000.00	5,000.00		8,170.00	163.40
248-000-900.000	PRINTING & PUBLISHING	0.00		250.00	250.00		0.00	0.00
248-000-917.000	WATER TO IRRIGATION SYSTEM	10,145.04		12,500.00	14,100.00		11,674.45	82.80
248-000-920.000	ELECTRIC/NATURAL GAS	6,461.07		12,000.00	12,000.00		7,169.77	59.75
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,206.98		1,400.00	1,500.00		1,255.17	83.68
248-000-940.000	LEASE/RENT	550.00		700.00	700.00		550.00	78.57
248-000-955.000	MISC.	7.00		0.00	50.00		5.58	11.16
248-000-967.000	PROJECTS	0.00		110,000.00	122,650.00		44,479.25	36.27
Total Dept 000 - NONE		74,188.64		216,420.00	261,320.00		159,908.82	61.19
Dept 336 - FIRE DEPARTMENT								
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	64,013.00		64,000.00	64,500.00		66,311.00	102.81
Total Dept 336 - FIRE DEPARTMENT		64,013.00		64,000.00	64,500.00		66,311.00	102.81
Dept 728 - ECONOMIC DEVELOPMENT								
248-728-967.200	WATER SYSTEM PROJECTS	30,753.75		0.00	0.00		0.00	0.00
248-728-967.300	SEWER SYSTEM PROJECTS	12,087.00		160,260.00	160,260.00		0.00	0.00
248-728-967.400	STREET/ROAD PROJECTS	107,043.30		0.00	0.00		0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		149,884.05		160,260.00	160,260.00		0.00	0.00
TOTAL EXPENDITURES		288,085.69		440,680.00	486,080.00		226,219.82	46.54
Fund 248 - EAST DDA FUND:								
TOTAL REVENUES		419,801.44		437,350.00	470,350.00		439,260.18	93.39

User: SHERRIE

DB: Union

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	YTD BALANCE 09/30/2018		2019		YTD BALANCE 09/30/2019		% BGD USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2019 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
TOTAL EXPENDITURES		288,085.69		440,680.00	486,080.00	226,219.82		46.54
NET OF REVENUES & EXPENDITURES		131,715.75		(3,330.00)	(15,730.00)	213,040.36		1,354.36

User: SHERRIE

DB: Union

PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	YTD BALANCE		2019		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2019 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 250 - WEST DDA FUND								
Revenues								
Dept 000 - NONE								
250-000-402.000	CURRENT PROPERTY TAX	601,336.22		304,000.00	304,000.00	304,611.31		100.20
250-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	(139.29)		(4,000.00)	(4,000.00)	0.00		0.00
250-000-420.000	DELQ PERSONAL PROPERTY CAPT	0.00		200.00	200.00	1,538.94		769.47
250-000-445.000	INTEREST ON TAXES	86.02		250.00	250.00	284.23		113.69
250-000-665.000	INTEREST EARNED	3,647.84		7,000.00	14,000.00	13,561.04		96.86
Total Dept 000 - NONE		604,930.79		307,450.00	314,450.00	319,995.52		101.76
TOTAL REVENUES		604,930.79		307,450.00	314,450.00	319,995.52		101.76
Expenditures								
Dept 000 - NONE								
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	300.00		870.00	6,370.00	4,341.88		68.16
250-000-967.400	STREET/ROAD PROJECTS	0.00		500,000.00	530,000.00	162,293.14		30.62
Total Dept 000 - NONE		300.00		500,870.00	536,370.00	166,635.02		31.07
Dept 336 - FIRE DEPARTMENT								
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	45,642.00		45,600.00	45,600.00	49,152.00		107.79
Total Dept 336 - FIRE DEPARTMENT		45,642.00		45,600.00	45,600.00	49,152.00		107.79
Dept 728 - ECONOMIC DEVELOPMENT								
250-728-967.300	SEWER SYSTEM PROJECTS	24,445.00		0.00	180,745.00	0.00		0.00
250-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		70,000.00	70,000.00	0.00		0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		24,445.00		70,000.00	250,745.00	0.00		0.00
Dept 996 - TRANSFER OUT								
250-996-999.396	TRANSFER OUT TO WDDA G/O DEBT SERVICE	272,670.00		0.00	0.00	0.00		0.00
Total Dept 996 - TRANSFER OUT		272,670.00		0.00	0.00	0.00		0.00
TOTAL EXPENDITURES		343,057.00		616,470.00	832,715.00	215,787.02		25.91
Fund 250 - WEST DDA FUND:								
TOTAL REVENUES		604,930.79		307,450.00	314,450.00	319,995.52		101.76
TOTAL EXPENDITURES		343,057.00		616,470.00	832,715.00	215,787.02		25.91
NET OF REVENUES & EXPENDITURES		261,873.79		(309,020.00)	(518,265.00)	104,208.50		20.11
TOTAL REVENUES - ALL FUNDS								
TOTAL REVENUES - ALL FUNDS		1,024,732.23		744,800.00	784,800.00	759,255.70		96.75
TOTAL EXPENDITURES - ALL FUNDS								
TOTAL EXPENDITURES - ALL FUNDS		631,142.69		1,057,150.00	1,318,795.00	442,006.84		33.52
NET OF REVENUES & EXPENDITURES		393,589.54		(312,350.00)	(533,995.00)	317,248.86		59.41

Fund 248 EAST DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	8,420.35
248-000-002.000	SAVINGS	419,026.51
248-000-003.001	CERTIFICATE OF DEPOSIT	930,252.47
Total Assets		1,357,699.33
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	19,456.71
Total Liabilities		19,456.71
*** Fund Balance ***		
248-000-370.379	RESTRICTED FUND BALANCE	1,125,202.26
Total Fund Balance		1,125,202.26
Beginning Fund Balance		1,125,202.26
Net of Revenues VS Expenditures		213,040.36
Ending Fund Balance		1,338,242.62
Total Liabilities And Fund Balance		1,357,699.33

Fund 250 WEST DDA FUND

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	6,505.74
250-000-002.000	SAVINGS	353,775.46
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	923,405.84
Total Assets		1,283,740.74
*** Liabilities ***		
250-000-202.000	ACCOUNTS PAYABLE	163,467.52
Total Liabilities		163,467.52
*** Fund Balance ***		
250-000-370.379	RESTRICTED FUND BALANCE	1,016,064.72
Total Fund Balance		1,016,064.72
Beginning Fund Balance		1,016,064.72
Net of Revenues VS Expenditures		104,208.50
Ending Fund Balance		1,120,273.22
Total Liabilities And Fund Balance		1,283,740.74

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Lisa	Cody	11/20/2020
2-Chair	Phil	Squatrito	2/15/2020
3- Vice Chair	Bryan	Mielke	2/15/2021
4-Secretary	Alex	Fuller	2/15/2020
5 - Vice Secretary	Mike	Darin	2/15/2022
6	Stan	Shingles	2/15/2021
7	Ryan	Buckley	2/15/2022
8	Denise	Webster	2/15/2020
9	Doug	LaBelle II	2/15/2022
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1-Chair	Tim	Warner	12/31/2019
2-PC Rep / Vice Chair	Bryan	Mielke	2/18/2021
3-Secretary	Jake	Hunter	12/31/2019
4- Vice Secretary	Andy	Theisen	12/31/2019
5	Taylor	Sheahan-Stahl	12/31/2021
Alt. #1	John	Zerbe	12/31/2019
Alt. #2	Liz	Presnell	2/15/2021
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2020
2	James	Thering	12/31/2020
3	Bryan	Neyer	12/31/2020
Alt #1	Randy	Golden	1/25/2021
Citizens Task Force on Sustainability (4 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Don	Long	12/31/2020
2	Mike	Lyon	12/31/2020
3	vacant seat		12/31/2018
4- BOT Representative	vacant seat		11/20/2020
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Colin	Herron	12/31/2019
2	Richard	Jakubiec	12/31/2019
3	Andy	Theisen	12/31/2019
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2020
2	John	Dinse	12/31/2019
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2019
2	Lynn	Laskowsky	12/31/2021



Board Expiration Dates

EDA Board Members (11 Members) 4 year term			
#	F Name	L Name	Expiration Date
1	Thomas	Kequom	4/14/2023
2	James	Zalud	4/14/2023
3	Richard	Barz	2/13/2021
4	Robert	Bacon	1/13/2023
5	Ben	Gunning	11/20/2020
6	Marty	Figg	6/22/2022
7	Sarvjit	Chowdhary	1/20/2022
8	Cheryl	Hunter	6/22/2023
9	Vance	Johnson	2/13/2021
10	Michael	Smith	2/13/2021
11	David	Coyne	3/26/2022
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2020
2	Vacant		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Brian	Smith	12/31/2019
Sidewalks and Pathways Prioritization Committee (2 year term)			
#	F Name	L Name	Expiration Date
1 BOT Representative	Kimberly	Rice	11/20/2020
2 PC Representative	Denise	Webster	8/15/2020
3 Township Resident	Sherrie	Teall	8/15/2021
4 Township Resident	Jeremy	MacDonald	10/17/2020
5 Member at large	Connie	Bills	8/15/2021



September 17, 2019

DDA Water & Sewer Projects Progress Report

Project Description: Pump Station #1 Rehabilitation & Upgrade

Project OPC: \$428,525.00

Anticipated Project Schedule:

Engineering: 100 days/ September 2018

Permitting: 6 - 8 weeks

Bidding: Early 2019 - 30 day bid period

Construction: Spring 2019 - 120 day contract (depending on pump delivery - pump lead time - estimated to be 16 weeks)

Project Status:

Engineered Drawings and Specifications Completed/Final Design completed/awaiting MDEQ Act 399 Permit

Permits Applied For:

MDEQ Part 41 Construction Permit - Received February 22, 2019

Isabella County Road Commission - Received

Isabella County Soil Erosion - Received

Isabella County Drain Commission - Received

Activities Performed During this Reporting Period:

Activities Planned for Next Reporting Period:

Issues/Resolution:

construction bids received were 71% higher than estimated construction budget - administration is recommending that project be rebid in fall of 2019 for 2020 construction season

estimated construction cost \$348,500.00

two construction bids received: \$595,500 & \$713,500

Project Changes:

rebid project



September 17, 2019

DDA Water & Sewer Projects Progress Report

Project Description: Pump Station #14 - May Street Rehabilitation & Upgrade

Project Cost: \$292,127.00

Anticipated Project Schedule:

Engineering: 45 days/ July 2018

Permitting: 6 - 8 weeks

Bidding: 20 - 30 day bid period

Construction: Spring 2019 - 90 day contract (dependent on pump delivery - estimated pump shipping date September 14, 2019)

Site survey performed by GFA to gather information for design purposes

Engineering Design

Preliminary Engineering (100%)

Topo & Easement Survey (100%)

Final Engineering and Design (100%)

Permit submittals (100%)

MDEQ Part 41 Permit - Submitted 8-25-2018/Permit received December 3, 2018

Activities Planned for Next Reporting Period:

Construction starting - Onsite Pre-Construction Meeting held on August 19, 2019

pumps estimated to arrive week of 9-16-2019

vfd's estimated to arrive week of 9-16-2019

Issues/Resolution:

estimated pump shipping date September 14, 2019 - as of May 7, 2019

Project Changes:

pump delivery time - 16 weeks

REQUEST FOR EDA BOARD ACTION

To: Mark Stuhldreher - Township Manager	DATE: September 12, 2019
FROM: Kim Smith – Public Service Director	DATE FOR BOARD CONSIDERATION: September 17, 2019
ACTION REQUESTED: Accept/support DDA Jameson Park Improvements Subcommittee 2019/2020 project recommendations.	

Current Action Emergency

Funds Budgeted: If Yes Account # No N/A

Finance Approval _____

BACKGROUND INFORMATION

In September of 2018, the EDA Board approved a proposal from Goudreau Associates for the completion of the Jameson Park Planning and Design Master Plan. Over the next several months inspections by professional firms were conducted to assess the facilities and provide recommendations for repairs and improvements to the park. A public input meeting was held in May of 2019 to receive suggestions from township stakeholders.

In June of 2019 Goudreau Associates presented the findings to the EDA Board. The presentation included a detailed list of improvements. At the July 2019 EDA Board Meeting a Jameson Park Improvements Subcommittee was created to review and recommend future projects at Jameson Park.

The subcommittee met in August of 2019 to review the projects identified in the plan and determine which projects were viable and coincide with DDA Board, Township Board of Trustees, and Citizen Priorities. East DDA financial viability and EDA/Board of Trustee partnership opportunities relating to the project list were also discussed. A copy of the subcommittee’s recommendations for 2019/2020 projects is attached for your review.

SCOPE OF SERVICES

Recommendation from subcommittee for 2019/2020 Jameson Park Improvements.

JUSTIFICATION

Subcommittee utilized a professionally sourced plan to determine improvements to Jameson Park. The analysis included the EDA and Township’s overall goals, project cost and schedule, fiscal responsibility, and total impact to the community.

PROJECT IMPROVEMENTS

Board of Trustees goals addressed by this agreement (From Policy 1.0: Global End).

- 1. **Community well-being and common good**
- 2. **Safety**

COSTS

PROJECT FUNDING

Subcommittee recommended projects to be funded by the East Downtown Development Authority as well as possible partnership with the Township Board of Trustees for additional Jameson Park Improvements.

PROJECT TIME TABLE

Work to be completed in 2019/2020

RESOLUTION

Motion to accept and support the recommendation of the Jameson Park Improvements Subcommittee for projects to be completed in fiscal years 2019/2020.

Resolved by _____ Seconded by _____

- Yes:
- No:
- Absent:

EDA Chair

**Jameson Park Improvements
Proposed EDA Planning Committee Improvement List**

CODE RELATED IMPROVEMENTS	
Improvement:	Estimated Budget:
Under-Sink Insulation in Toilet Facilities	\$ 116.00
Replace Non-GFCI Outlets	\$ 248.00
Replace Exit Signs & Emergency Lighting	\$ 1,200.00
Roof/Wall Caps for Exhaust Fans	\$ 1,200.00
Toilet Room Pipe Upgrades	\$ 5,950.00
Total Code Related Improvements	\$ 8,714.00

EXTERIOR IMPROVEMENTS	
Improvement:	Estimated Budget:
Right-of-way Signage (Isabella Road & Pickard/M20)	TBD
Parking Lot Expansion & Misc. Site Regrading	\$ 60,000.00
Parking Lot Bumpers	\$ 580.00
Parking Lot Lighting	\$ 15,000.00
Total Exterior Related Improvements	\$ 75,580.00

Improvements	\$ 84,294.00
15% Construction Contingency	\$ 12,644.10
10% Design, bidding, construction observation	\$ 9,693.81
Total Project Cost	\$ 106,631.91

REQUEST FOR TOWNSHIP BOARD ACTION

To: Economic Development Authority	DATE: October 9, 2019
FROM: Mark Stuhldreher, Township Manager	DATE FOR EDA CONSIDERATION: 10/15/2019
ACTION REQUESTED: Consider approval of the proposed Economic Development Authority meeting schedule for the 2020 calendar year in accordance with the Open Meetings Act.	

Current Action Emergency

Funds Budgeted: If Yes Account #: _____ N/A:

Finance Approval _____ *MDS*

BACKGROUND INFORMATION

The Open Meetings Act requires the Economic Development Authority schedule and post the annual meeting schedule prior to the start of the calendar year.

SCOPE OF SERVICES

To set the 2020 Economic Development Authority business meeting schedule.

JUSTIFICATION

Scheduling and noticing the annual meeting schedule alerts the citizens when Economic Development Authority meetings will be held. Additionally, adopting and posting the meeting schedule is required as part of the Open Meetings Act.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed by approving these Agreements (From Policy 1.0: Global Ends)

- Community well-being and common good
- Prosperity through economic diversity, cultural diversity , and social diversity
- Safety
- Health
- Natural environment
- Commerce

COSTS

Not applicable

PROJECT TIME TABLE

Not applicable

RESOLUTION

RESOLVED that the regular Economic Development Authority meeting dates for the 2020 calendar year through December 31, 2020, scheduled for 5:15 p.m., on the third Tuesday of each month (except as may be noted in the schedule) at Union Township Hall located at 2010 S. Lincoln Road, Union Township, Michigan, are hereby established in accordance with the Open Meetings Act, being MCL15.261, et, Seq., and whereas these meetings are conducted and open to the public as per the attached schedule.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:

EDA CHAIR

CHARTER TOWNSHIP OF UNION

Scheduled Meetings for 2020



BOARD OF TRUSTEES: *(Second and Fourth Wednesday of each Month)*

January 8	May 13	September 9
January 22	May 27	September 23
February 12	June 10	October 14
February 26	June 24	October 28
March 11	July 8	November 11
March 25	July 22	November 24 <i>(Tuesday)</i>
April 8	August 12	December 16
April 22	August 26	

ZONING BOARD OF APPEALS: *(First Wednesday of each Month)*

January 7 <i>(Tuesday)</i>	April 1	July 1	October 7
February 5	May 6	August 5	November 4
March 4	June 3	September 2	December 2

PLANNING COMMISSION: *(Third Tuesday of each Month)*

January 21	April 21	July 21	October 20
February 18	May 19	August 18	November 17
March 17	June 16	September 15	December 15

JOINT MEETING DATE: *(Board of Trustees, ZBA, Planning Commission, EDA, Sustainability Committee Hannah's Bark Park Advisory Board, Chippewa River District Library Board, Mid-Michigan Area Cable Consortium, Cultural and Recreational Commission, and Sidewalks and Pathways Prioritization Committee)*

Date September 29 7:00pm

EDA *(Third Tuesday of each Month)* All meetings begin at 5:15p.m.

January 21	April 21	July 21	October 20
February 18	May 19	August 18	November 17
March 17	June 16	September 15	December 15

SUSTAINABILITY *(Second Tuesday of the Month, Meets Quarterly)* All meetings begin at 4:00p.m.

January 14	April 14	July 14	October 13
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All of the above meetings are to be held at the Union Township Hall, 2010 S. Lincoln Road. All meetings except for the Board of Review, EDA, and Sustainability Committee begin at 7:00 p.m. Minutes and Agendas may be obtained at the Township Hall, during regular business hours. Phone 989-772-4600.

To: Economic Development Authority	DATE: October 11, 2019
FROM: Mark Stuhldreher, Township Manager	DATE FOR EDA CONSIDERATION: 10/15/2019
ACTION REQUESTED: Approval and adoption of the FY 2020 Budget for the East DDA Fund, West DDA Fund and to further recommend adoption to the Township Board of Trustees.	

Current Action _____ Emergency _____

Funds Budgeted: If Yes _____ Account # _____ No _____ N/A X

Finance Approval _____ *MDS* _____

BACKGROUND INFORMATION

It is recommended that the FY 2020 budget be adopted by the Authority for the funds listed above and as shown in the attached. A brief description of the significant items for each fund follows. The attached budget detail also includes 10-year projections for each fund.

EDDA Operating

- Total appropriation budget is \$467k
- Pump Station #1 project (cost share with sewer fund), originally budgeted in 2019 but not executed due to receipt of bids higher than anticipated is funded in 2020 for \$160k
- Jameson Park improvement funding in the amount of \$107k
- Programs such as lawn mowing, irrigation, landscape maintenance, holiday lighting, banners and snowplowing are funded
- Funding transfer of \$66k to the Fire Fund in support of the fire service delivery contract with Mt Pleasant
- Net revenue/expense for FY 2020 is \$37,390
- FY 2020 projected year end fund balance is \$1.307 million

WDDA Operating

- Total appropriation budget is \$453k
- The Lincoln Rd improvement project, south of the bridge, which was approved in 2018 in the amount of \$330k is budgeted in FY 2020 in anticipation of project completion. It is unclear when the improvements on Lincoln Rd north of the bridge will be completed as funding is in the process of being identified
- Funding of \$70k in support of a sidewalk along Lincoln Rd from the Lux property to township hall has been budgeted
- Funding transfer of \$49k to the Fire Fund in support of the fire service delivery contract with Mt Pleasant is budgeted
- Net revenue/expense for FY 2020 is (\$122,750)
- FY 2020 projected year end fund balance is \$705k

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

Budget adoption is required under the Uniform Budget Act. As per the DDA Act, Authority budgets are also required to be approved by the Township Board of Trustees. Board of Trustee approval is anticipated at their December 18, 2019 meeting.

PROJECT IMPROVEMENTS

The following Board of Trustee goals are addressed in these budgets:

- Community well-being and common good
- Prosperity through economic diversity, cultural diversity , and social diversity
- Safety
- Health
- Natural environment
- Commerce

COSTS

Not applicable

PROJECT TIME TABLE

The fiscal year begins January 1, 2020. Budget adoption is required prior to that date in order to expend resources throughout the fiscal year.

RESOLUTION

Authorization is hereby given to adopt the FY 2020 budget for the East DDA and West DDA funds as per the attached and further recommend approval of same to the Township Board of Trustees.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:

EDA Chair

Calculations as of 09/30/2019

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 AMENDED BUDGET	2019 ACTIVITY THRU 09/30/19	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
ESTIMATED REVENUES						
Dept 000 - NONE						
248-000-402.000	CURRENT PROPERTY TAX	395,404	400,000	408,607	400,000	435,000
248-000-402.001	PROPERTY TAX REFUNDS-BOR MTT		(4,000)		(4,000)	(4,000)
248-000-402.100	PRIOR YEARS PROPERTY TAXES		(250)		(250)	(250)
248-000-420.000	DELQ PERSONAL PROPERTY CAPT	258	1,000	292	1,000	300
248-000-445.000	INTEREST ON TAXES	373	500	177	500	500
248-000-573.000	STATE AID REVENUE-LCSA	55,480	55,000		55,000	55,000
248-000-665.000	INTEREST EARNED	17,699	18,000	14,051	18,000	18,000
248-000-671.000	OTHER REVENUE	11,766	100	35	100	100
Totals for dept 000 - NONE		480,980	470,350	423,162	470,350	504,650
TOTAL ESTIMATED REVENUES		480,980	470,350	423,162	470,350	504,650

Calculations as of 09/30/2019

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 AMENDED BUDGET	2019 ACTIVITY THRU 09/30/19	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
APPROPRIATIONS						
Dept 000 - NONE						
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	5,171	11,070	6,542	11,070	9,800
	FOOTNOTE AMOUNTS:				2,500	2,500
	CLIENT FEE FOR MIDDLE MICHIGAN DEVELOPMENT CORP					400
	FOOTNOTE AMOUNTS:				370	
	VIDEO RECORDING OF EDA MEETINGS					300
	FOOTNOTE AMOUNTS:				500	
	FINANCIAL AUDIT PRESENTATION					5,600
	FOOTNOTE AMOUNTS:				4,700	
	PARK BENCH/GROUNDS MAINT ALONG PICKARD					3,000
	FOOTNOTE AMOUNTS:					
	PA 57 COMPLIANCE SUPPORT					1,000
	FOOTNOTE AMOUNTS:					
	MISCELLANEOUS					
	GL # FOOTNOTE TOTAL:				11,070	9,800
248-000-801.003	SIDEWALK SNOWPLOWING	2,350	9,000	8,700	9,000	10,000
248-000-801.004	RIGHT OF WAY LAWN CARE	11,740	16,500	10,680	16,500	16,500
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	17,949	30,000	29,999	30,000	30,000
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	18,067	18,000	13,705	18,000	18,500
248-000-801.015	STREET LIGHT BANNERS/CHRISTMAS	18,852	20,000	6,163	20,000	20,000
248-000-826.000	LEGAL FEES		500		500	500
248-000-880.000	COMMUNITY PROMOTION	5,000	5,000	8,170	5,000	
248-000-900.000	PRINTING & PUBLISHING		250		250	250
248-000-917.000	WATER TO IRRIGATION SYSTEM	14,093	14,100	3,033	14,100	14,200
248-000-920.000	ELECTRIC/NATURAL GAS	10,194	12,000	6,674	12,000	12,000
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,458	1,500	1,255	1,500	1,500
248-000-940.000	LEASE/RENT	550	700	550	700	700
248-000-955.000	MISC.	39	50	6	50	50
248-000-967.000	PROJECTS	2,688	122,650	44,479	122,650	
Totals for dept 000 - NONE		108,151	261,320	139,956	261,320	134,000
Dept 336 - FIRE DEPARTMENT						
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	64,013	64,500	66,311	64,500	66,000
Totals for dept 336 - FIRE DEPARTMENT		64,013	64,500	66,311	64,500	66,000
Dept 728 - ECONOMIC DEVELOPMENT						
248-728-967.200	WATER SYSTEM PROJECTS	159,852				
248-728-967.300	SEWER SYSTEM PROJECTS	19,235	160,260			160,260
PUMP STATION #1 UPGRADE & REHAB-PROJ APPROVED IN 18, DELAYED DUE TO HIGH BID PRICES						
248-728-967.400	STREET/ROAD PROJECTS	107,043				
248-728-967.600	PARKS PROJECTS					107,000
CONTRIBUTION TO GEN FUND FOR JAMESON HALL UPGRADE						
Totals for dept 728 - ECONOMIC DEVELOPMENT		286,130	160,260			267,260
TOTAL APPROPRIATIONS		458,294	486,080	206,267	325,820	467,260
NET OF REVENUES/APPROPRIATIONS - FUND 248		22,686	(15,730)	216,895	144,530	37,390
BEGINNING FUND BALANCE		1,102,517	1,125,202	1,125,202	1,125,202	1,269,732
ENDING FUND BALANCE		1,125,203	1,109,472	1,342,097	1,269,732	1,307,122

Calculations as of 09/30/2019

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 AMENDED BUDGET	2019 ACTIVITY THRU 09/30/19	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
ESTIMATED REVENUES						
Dept 000 - NONE						
250-000-402.000	CURRENT PROPERTY TAX	601,336	304,000	304,611	304,000	320,000
250-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	(139)	(4,000)		(4,000)	(4,000)
250-000-420.000	DELQ PERSONAL PROPERTY CAPT		200	1,539	200	200
250-000-445.000	INTEREST ON TAXES	86	250	284	250	250
250-000-665.000	INTEREST EARNED	8,275	14,000	11,568	14,000	14,000
Totals for dept 000 - NONE		609,558	314,450	318,002	314,450	330,450
TOTAL ESTIMATED REVENUES		609,558	314,450	318,002	314,450	330,450

Calculations as of 09/30/2019

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 AMENDED BUDGET	2019 ACTIVITY THRU 09/30/19	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
APPROPRIATIONS						
Dept 000 - NONE						
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	300	6,370	3,168	6,370	4,200
	FOOTNOTE AMOUNTS:				2,500	2,500
	CLIENT FEE FOR MIDDLE MICH DEVELOPMENT CORP					
	FOOTNOTE AMOUNTS:				370	400
	VIDEO RECORDING OF EDA MEETINGS					
	FOOTNOTE AMOUNTS:				500	300
	FINANCIAL AUDIT PRESENTATION					
	FOOTNOTE AMOUNTS:				3,000	
	PA 57 COMPLIANCE SUPPORT					
	FOOTNOTE AMOUNTS:					1,000
	MISCELLANEOUS					
	GL # FOOTNOTE TOTAL:				6,370	4,200
250-000-967.400	STREET/ROAD PROJECTS		530,000		200,000	330,000
	LINCOLN RD-SOUTH OF BRIDGE-WORK IN 2020 PER ICRC					
Totals for dept 000 - NONE		300	536,370	3,168	206,370	334,200
Dept 336 - FIRE DEPARTMENT						
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	45,642	45,600	49,152	45,600	49,000
Totals for dept 336 - FIRE DEPARTMENT		45,642	45,600	49,152	45,600	49,000
Dept 728 - ECONOMIC DEVELOPMENT						
250-728-967.300	SEWER SYSTEM PROJECTS	19,256	180,745		180,745	
250-728-967.500	SIDEWALK/PATHWAY PROJECTS		70,000		70,000	70,000
Totals for dept 728 - ECONOMIC DEVELOPMENT		19,256	250,745		250,745	70,000
Dept 996 - TRANSFER OUT						
250-996-999.396	TRANSFER OUT TO WDDA G/O DEBT SERV	272,663				
Totals for dept 996 - TRANSFER OUT		272,663				
TOTAL APPROPRIATIONS		337,861	832,715	52,320	502,715	453,200
NET OF REVENUES/APPROPRIATIONS - FUND 250		271,697	(518,265)	265,682	(188,265)	(122,750)
	BEGINNING FUND BALANCE	744,368	1,016,065	1,016,065	1,016,065	827,800
	ENDING FUND BALANCE	1,016,065	497,800	1,281,747	827,800	705,050

Charter Township of Union
East DDA Fund Long Term Forecast
September, 2019

Fiscal Year	Projected Year End 2019	Recommended Budget 2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Revenues											
Property Tax ¹	401,500	435,800	440,158	444,560	449,005	453,495	458,030	462,610	467,237	471,909	476,628
Property Tax Refunds-MTT	-4,250	-4,250	-4,250	-4,250	-4,250	-4,250	-4,250	-4,250	-4,250	-4,250	-4,250
State Aid Revenue ²	55,000	55,000	50,000	45,000	40,000	35,000	30,000	25,000	20,000	15,000	10,000
Interest Earned	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000
Other Revenue	100	100	100	100	100	100	100	100	100	100	100
Total Revenues	470,350	504,650	504,008	503,410	502,855	502,345	501,880	501,460	501,087	500,759	500,478
Expenditures											
Professional and Contractual Services ³	138,670	134,000	136,680	139,414	142,202	145,046	147,947	150,906	153,924	157,002	160,142
Fire Protection ⁴	64,500	66,000	67,000	68,000	69,000	70,000	71,000	72,000	73,000	74,000	75,000
Projects ⁵	122,650	267,260	250,000	257,500	265,225	273,182	281,377	289,819	298,513	307,468	316,693
Total Expenditures	325,820	467,260	453,680	464,914	476,427	488,228	500,324	512,724	525,437	538,471	551,835
Excess of revenue over expenditures	144,530	37,390	50,328	38,496	26,428	14,118	1,556	-11,264	-24,350	-37,712	-51,357
Fund Balance - beginning of year	1,123,948	1,268,478	1,305,868	1,356,196	1,394,692	1,421,120	1,435,238	1,436,794	1,425,530	1,401,180	1,363,468
Projected Fund Balance - end of year	1,268,478	1,305,868	1,356,196	1,394,692	1,421,120	1,435,238	1,436,794	1,425,530	1,401,180	1,363,468	1,312,111
Fund Balance Policy⁶	33,862	33,334	33,947	34,570	35,201	35,842	36,492	37,152	37,821	38,501	39,191
Amount over/(under) policy target	1,234,616	1,272,534	1,322,249	1,360,122	1,385,919	1,399,396	1,400,302	1,388,378	1,363,358	1,324,967	1,272,920
Fund balance percent of operating expenditures	624%	653%	666%	672%	673%	667%	656%	640%	617%	590%	558%

Assumptions:

¹ Taxable value increases 1%/year

² State Aid Revenue estimated to decrease \$5,000 annually

³ Expenses increase 2%/year

⁴ Reimburse tax captures to Fire Fund for fire protection services

⁵ Projects assumption \$250,000 in 2021 and going forward annually plus 3%

⁶ Fund balance policy equals 2 months of normal operational expenditures or 16.7% of operating expenditures

Charter Township of Union
West DDA Fund Long Term Forecast
September, 2019

Fiscal Year	Projected Year End 2019	Recommended Budget 2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Revenues											
Property Tax ¹	304,450	320,450	323,655	326,891	330,160	333,462	336,796	340,164	343,566	347,001	350,471
Property Tax Refunds-MTT	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000	-4,000
Interest Earned	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000
Total Revenues	314,450	330,450	333,655	336,891	340,160	343,462	346,796	350,164	353,566	357,001	360,471
Expenditures											
Professional and Contractual Services ²	6,370	4,200	4,284	4,370	4,457	4,546	4,637	4,730	4,824	4,921	5,019
Fire Protection ³	45,600	49,000	50,000	51,000	52,000	53,000	54,000	55,000	56,000	57,000	58,000
Projects ⁴	450,745	400,000	250,000	257,500	265,225	273,182	281,377	289,819	298,513	307,468	316,693
Total Expenditures	502,715	453,200	304,284	312,870	321,682	330,728	340,014	349,548	359,338	369,389	379,712
Excess of revenue over expenditures	-188,265	-122,750	29,371	24,021	18,478	12,734	6,782	616	-5,772	-12,388	-19,240
Fund Balance - beginning of year	1,016,065	827,800	705,050	734,421	758,442	776,920	789,653	796,435	797,051	791,279	778,891
Projected Fund Balance - end of year	827,800	705,050	734,421	758,442	776,920	789,653	796,435	797,051	791,279	778,891	759,651
Fund Balance Policy⁵	8,662	8,867	9,048	9,228	9,410	9,591	9,773	9,955	10,138	10,320	10,503
Amount over/(under) policy target	819,138	696,183	725,373	749,213	767,510	780,062	786,662	787,096	781,142	768,571	749,147
Fund balance percent of operating expenditures	1593%	1325%	1353%	1370%	1376%	1372%	1358%	1334%	1301%	1258%	1205%

Assumptions:

¹ Taxable value increases 1%/year

² Expenses increase 2%/year

³ Reimburse tax captures to Fire Fund for fire protection services' estimated to increase \$1,000 annually

⁴ Projects assumption \$250,000 in 2021 and going forward annually plus 3%

⁵ Fund balance policy equals 2 months of normal operational expenditures or 16.7% of operating expenditures