



BOARD OF TRUSTEES
Regular Meeting
October 23, 2024
7:00 p.m.

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. PRESENTATIONS
 - a. 2025 Recommended Budget
6. PUBLIC HEARINGS
 - a. FY 2025 Budget Recommendation
7. PUBLIC COMMENT: Restricted to three minutes regarding items on this agenda

Note: This is an opportunity for comments only, questions to the Board will not be answered at this time. For specific answers to questions, please call Township Hall (989-772-4600)
8. CLOSED SESSION
9. REPORTS/BOARD COMMENTS
 - A. Current List of Boards and Commissions – Appointments as needed
 - B. October Monthly Activity Report
 - C. Planning Commission, EDA, and ZBA updates by Community and Economic Development Director
 - D. Board Member Reports
10. CONSENT AGENDA
 - A. Communications
 - B. Minutes – October 9, 2024 – Regular Meeting
 - C. Accounts Payable
 - D. Payroll
 - E. Meeting Pay
 - F. Fire Reports

- G. Certify Delinquent Special Assessments from McGuirk Subdivision, Carriage Hill Estates, and Fox Meadows Estates
- H. Consider approval of an Intergovernmental Agreement with Isabella County to allow access to the County Register of Deeds Property Deed Access Portal

11. NEW BUSINESS

- A. Discussion/Action: (Nanney) Introduction and First Reading Zoning Ordinance Amendments – Administrative approvals on Final Site Plan
- B. Discussion/Action: (Stuhldreher) Consideration of Department Director Employment Agreement Amendment Authorization
- C. Discussion/Action: (Teall) Policy Governance 2.5 Financial Conditions and Activities
- D. Discussion/Action: (Board of Trustees) Policy Governance 4.3 Delegation to the Township Manager & Management Team
- E. Discussion/Action: (Board of Trustees) FY 2025 Recommended Budget Discussion and Consideration of Adoption

12. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue

Note: This is an opportunity for comments only, questions to the Board will not be answered at this time. For specific answers to questions, please call Township Hall (989-772-4600)

13. MANAGER COMMENTS

14. FINAL BOARD MEMBER COMMENT

15. ADJOURNMENT

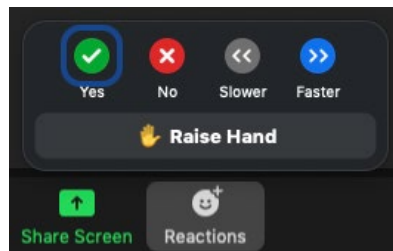
Hybrid Meeting Instructions for the Charter Township of Union Board of Trustees Meeting

The public can view all Union Township meetings live by clicking on our [YouTube Channel](#). For those who would like to participate during public comment, you can do so via Zoom.

[Click here](#) to participate in the Zoom Meeting via computer or smart phone. (Meeting ID Enter “829 4309 7870” Password enter “300757”). Access to the electronic meeting will open at 6:50 p.m. and meeting will begin at 7:00 p.m.

Telephone conference call, dial (312-626-6799). Enter “829 4309 7870” and the “#” sign at the “Meeting ID” prompt, and then enter “300757” at the “Password” prompt. Lastly, re-enter the “#” sign again at the “Participant ID” prompt to join the meeting.

- All public comments for items on the agenda will be received during the Public Comment section of the Agenda and any issue not on the agenda will be received during the Extended Public Comment section of the Agenda.
- Computer/tablet/smartphone audience: To indicate you wish to make a public comment, please use the “Reactions” icon. **Next, click on the “Raise Hand” icon** near the bottom right corner of the screen.



- **To raise your hand for telephone dial-in participants, press *9.** You will be called on by the last three digits of your phone number for comments, at which time you will be unmuted by the meeting moderator.
- Please state your name and address for the minutes and keep public comments concise.

You will be called upon once all in-person comments have been received, at which time you will be unmuted by the meeting moderator.

Persons with disabilities needing assistance should call the Township office at (989) 772-4600. Persons requiring speech or hearing assistance can contact the Township through the Michigan Relay Center at 711. A minimum of one (1) business day of advance notice will be necessary for accommodation.

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	James	Thering	11/20/2024
2-Chair	Phil	Squattrito	2/15/2026
3-Vice Chair	Stan	Shingles	2/15/2027
4-Secretary	Jessica	Lapp	2/15/2026
5 - Vice Secretary	Thomas	Olver	2/15/2027
6	Vacant		2/15/2025
7	Paul	Gross	2/15/2025
8	Nivia	McDonald	2/15/2026
9	Philip	Browne Jr.	2/15/2025
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1-Chair	Liz	Presnell	12/31/2025
2 -Vice Chair	Richard	Barz	12/31/2025
3- PC Rep	Nivia	McDonald	2/15/2026
4 -	Lori	Rogers	12/31/2026
5 -	Eric	Loose	12/31/2024
Alt. #1	David	Coyne	12/31/2024
Alt #2	Brian	Clark	12/31/2026
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Jeanette	Corbin	12/31/2024
2	Sarvjit	Chowdhary	12/31/2024
3	Vacant		12/31/2024
Alt #1	Vacant		12/31/2024
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Joseph	Schafer	12/31/2025
2	Andy	Theisen	12/31/2025
3	William	Gallaher	12/31/2025
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2024
2	John	Dinse	12/31/2025
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2027
2	Lynn	Laskowsky	12/31/2025



Board Expiration Dates

EDA Board Members (9 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-Chair	Thomas	Kequom	4/14/2027
2-VC/BOT Rep	Bryan	Mielke	11/20/2024
3	James	Zalud	4/14/2027
4	Richard	Barz	2/13/2025
5	Robert	Bacon	1/13/2027
6	Marty	Figg	6/22/2026
7	Sarvjit	Chowdhary	6/22/2027
8	Jeff	Sweet	2/13/2025
9	David	Coyne	3/26/2026
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2025
2	Vacant		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Vacant		12/31/2025
Mt. Pleasant Airport Joint Operations and Mgmt Board (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1 - Union Township	Rodney	Nanney	12/31/2026

**APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION**



Name: Jacob Trudell-Lozano Date: 10-2-23

Address: 20 E Remus RD

Phone (home) _____ (cell) 310-988-5699 (work) _____

Email: JakeTrudell@hotmail.com

Occupation: Technician

Please select the board you are applying for:

_____ Zoning Board of Appeals Must be a Union Township Resident

☒ Board of Review Must be a Union Township Resident

_____ Planning Commission Must be a Union Township Resident

_____ EDA Must meet one of the following qualifications:

_____ Property owner in East or West DDA


_____ Resident in Union Township

_____ OTHER *Specify Board: _____

Please state reason for interest in above board:

I own a Commercial Property in town and would like to learn be more involved in my city, I also live in the township

Other information that you feel would be useful in your application review (i.e., past experience, past board membership, etc. A resume is encouraged with the application):

Signature:  Date: 10-2-24

**APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION**



Name: David Coyne Date: 10/11/2024

Address: 1368 N Harris St , Mt. Pleasant , Mi 48858

Phone (home) _____ (cell) 9893302984 (work) _____

Email: david.d.coyne@gmail.com

Occupation: Retired

Please select the board you are applying for:

- ☒ Zoning Board of Appeals Must be a Union Township Resident
- Board of Review Must be a Union Township Resident
- Planning Commission Must be a Union Township Resident
- EDA Must meet one of the following qualifications:
- Property owner in East or West DDA
- ☒ Resident in Union Township

 OTHER *Specify Board: ZBA

Please state reason for interest in above board:

I would like to help Union Township in it's growth and development .

Other information that you feel would be useful in your application review (i.e., past experience, past board membership, etc. A resume is encouraged with the application):

I have been on the ZBA Board and have enjoyed it. I'm currently on the EDA Board .

Signature: David D Coyne Date: 10/11/2024



Monthly Report

From: Township Manager

To: Board of Trustees

Month/Year: October 2024

Global Ends

- 1.1 Community well-being and the common good
- 1.2 Prosperity through economic diversity, cultural diversity, and social diversity
- 1.3 Health and Safety
- 1.4 Natural environment
- 1.5 Commerce

Future Board of Trustee Meeting Agenda Items

Finance

- 2025 Recommended Budget - October

Community and Economic Development

- PREZ24-01 – Township Initiated rezoning request of the 0.53-acre lot at 943 S. Isabella Road (PID14-001-30-004-01) from I-1 Light Industrial District to R-1 Rural Residential District.
- Consideration of an updated Master Plan
- Consideration of a new Parks and Recreation Master Plan
- Consideration of new International Fire Code Ordinance for adoption, which would replace Ordinance No. 2014-05 and would reference the updated fire code to be enforced by the Mt. Pleasant Fire Department in both the city and the Township.
- Consider updates to the Township's ordinance on open burning
- Consider updates to the Noxious Weeds Ordinance No. 1998-5 to improve consistency in applicable regulations of tall grass and weeds
- Consider updates to the Subdivision of Land Ordinance No. 1994-6 for consistency with updates to the state's subdivision plat approval requirements.
- Consider updates to the Land Division Ordinance No. 1997-8 to clarify application requirements and the division, combination, and boundary adjustment approval process.

Public Services

- Consider amendments to water/sewer ordinance to
 - Consider elimination of REU basis for variable cost billing component and move to actual usage
 - Consider updates due to age of existing Ordinance
- Pump Station #2 Engineering Agreement
- 2024 Manhole Rehabilitation Project Bid awards
- Stonebridge and Meadowbrook Paving Special Assessment District – several items over the next couple of months
- DWSRF ARPA Lead Service Line Bids
- DWSRF ARPA Water Treatment Plant Bids
- 2024 Parks Improvement Project Bids

Significant Items of Interest Longer Term

Finance

- Implement BS&A Purchase Orders
- Measure and price all exempt properties to better understand impact/volume/ of tax-exempt properties
- Prepare a Budget Amendment request form for use by organization

Community and Economic Development

- Zoning Administration – The Department Director and Zoning Administrator will review the current Zoning Board of Appeals bylaws to coordinate with recent updates to relevant sections of Zoning Ordinance 20-06.
- Building Services - When the county's office situation stabilizes, the Department Director will resume working with the county Community Development Dept. Director to develop a draft reciprocal intergovernmental agreement proposal for Isabella County to provide for residential and commercial building inspection services during vacations.
- Economic Development - Possible future airport-related Zoning Ordinance changes to create a separate zoning district for the Mt. Pleasant Airport to expand options for airport-related business activities beyond the scope allowed under the current the AG (Agricultural) district.
- The Department Director will work with the Township Attorney and Public Services Director to prepare updates to the Township's ordinance establishing rules for our parks.
- Economic Development - The Community and Economic Development Director will expand information on the Township's website related to development approval processes and pre-application meeting options to further assist the development community.
- Economic Development – The Community and Economic Development Director will prepare an updated summary document for the website outlining economic development programs and incentives available from the State of Michigan and our DDA Districts for various types of projects.
- Other Activities – When the county's office situation stabilizes, the Department Director, the County's Community Development Director, and the City Planner will resume work on creating a unified "regional planning/zoning" theme on the County's FetchGIS website where County, City, and Township zoning district and future land use maps could be displayed together with other relevant data.

Public Services

- WWTP - Sludge Storage Tank installation
- Refurbish Pump Station #10 (2024) 30 + years old

- Upgrade motor controls, level controls & electrical at Pump Station # 2 (43 years old)
- Lead and copper service line replacement as identified and continued managing the ongoing Lead & Copper program
- 2024 Well Maintenance Request for Proposals.
- Replace lead hydrant heads with no lead heads
- ARPA Grant Projects:
 - Division A – Well #12
 - Work began on new test well and 12” production well.
 - Installed probes in test wells at Mission Well Site #8 & #9 and City of Mt. Pleasant Well #17 (102 feet) for well #12 testing.
 - Coordinated with Peerless Midwest on drilling Well #12 located on Deerfield Rd.
 - Division B – Bid award and funding
 - Approved by Board of Trustees September 11, 2024.
 - Division C – Water Treatment Plant Upgrades –
 - Met several times with Gourdie Frasier, and electrical engineer to discuss layout, design, operation, and equipment.
 - Met with Larry West from Perceptive Controls at Isabella Treatment Plant to discuss design and needs of SCADA for plant expansion.
 - Reviewed plans and provided information for design and operations throughout the month.
 - Division D – Lead Service Line Project – RFP was issued and bid opening set for October 11, 2024.
 - FSR #3 submitted to EGLE in the amount of \$400,795.41

Ordinance Enforcement Activities

- 4935 E. Valley Road. - Complaint about accessory buildings, junk and people living in camper. There was a similar complaint years ago that Township staff worked with the owner to resolve. No current violation found during a site visit. This matter has been closed.
- 943/975 S. Isabella Rd. – Complaint about chickens at two adjacent legal non-conforming residences on lots in an Industrial zoning district. Notices have been sent to both owners. A rezoning proposal for 943 S. Isabella Rd. is on the October Planning Commission agenda. The owner of 975 S. Isabella Rd. is working to reduce the number of farm animals on the premises.
- 5105 E. Kay Street. – junk. The owner of the property is deceased. A family relative responded to notice of the violation. The site clean-up is substantially complete, except for a few items. Follow up communication and a final site visit are planned to verify completion.
- 1651 Airway Dr. – Complaint about chickens at a legal non-conforming residence on a small lot in an Industrial zoning district. The owner has responded to the notice of violation to confirm they are moving, and chickens will be removed.
- Indian Hills Shopping Center - Owner and contractor were notified of a possible violation related to the approved minor site plan for sidewalk, pedestrian access, and parking lot improvements to the Indian Hills Shopping Center property. The applicant’s agreed-upon timeline for completion of site improvements per the approved site plan has concluded with several key elements left incomplete. Failure to conform to an approved site plan is an ordinance violation. The owners have not responded to multiple notices. The next step will be issuance of civil infraction tickets.
- 386 Bluegrass Road. - Junk in the yard. Owner has continued to have junk removed when able to due to age. The owner has continued to have the lawn maintained. Township staff conduct site visits to discuss remaining items with the owner and continue to assist the owner in finding

companies and organizations that can help. Owner to report back to Zoning Administrator with any progress made.

- 5401 S. Lincoln Rd. – An 1,800 square-foot detached accessory building constructed without a building permit and in violation of applicable maximum height and maximum 1,500 square-foot floor area requirements. The owner applied for and was granted a height variance in May 2023 contingent upon completion of alterations to reduce the building floor area by 300 square-feet. The owner's contractor subsequently secured a building permit for the work, which expired on 1/17/2024 with no activity. Despite months to complete corrective actions, the owner has failed to do so. There has also been no activity on a potential purchase of additional land from the neighbor, which if done correctly to increase the total lot area to at least 2.5 acres would resolve the remaining violations. Following a new final notice of violation, civil infraction tickets will be issued for violation of the conditions of the approved height variance and failure to correct the Zoning Ordinance violation related to maximum floor area for this accessory building.
- 4941 E Valley Rd. – Dilapidated and potentially unsafe dwelling. The owner confirmed that he wants the roof completed but does not have the funds. The Building Official and a contractor are continuing to investigate options to help the owner resolve the violations.
- Northeast corner of S. Lincoln Rd. and E. Broomfield Rd. – unlawful contractor's storage yard and unlawful grading/fill activities without a grading permit. The owner claimed a "grandfathered" status as a legal nonconforming use. This matter remains under review by the Township Attorney with additional follow up anticipated.

Staff Training, Continuing Education, Compliance and Safety Related Activity

- The Building Official attended the annual COCM conference and the regular NMCOA training session for professional development
- The Zoning Administrator attended the 2024 Michigan Association of Planning Conference in Grand Rapids, MI for professional development.
- The Community and Economic Development Director participated in an outdoor fitness court webinar hosted by the National Fitness Campaign for professional development
- The Director meets weekly with the Community and Economic Development Department staff as a group and regularly on an individual basis to provide guidance, coordinate provision of services, ensure good intra- and inter-departmental communication, and identify and resolve issues
- The Building Official provided the following services during the month:
 - 47 Building Inspections
 - 12 Permits issued
 - 3 Certificate of Occupancy's Issued
- Rental Inspections
 - The Community and Economic Development Director would like to acknowledge and express deep appreciation for the work of the Building Official and Building Services Clerk in planning and preparation of on-boarding-related training for our new Rental Inspector.
 - The first day for the Township's new Rental Inspector, Tim Muller, was September 27, 2024.
 - The Building Official worked alongside our new Rental Inspector for his first 60 rental inspections to help him get off to a good start.
- Building Services Clerk served as our fearless team leader for the Township staff's second annual participation in the Chamber of Commerce Corporate Cup Challenge as a team building event with several coworkers. Our team "kicked major butt" (to quote our fearless leader), coming in fourth overall out of 16 teams and winning the highly coveted Team Spirit Award
- Jameson and McDonald Park general cleaning, and maintenance

- Tested all pump station alarms (monthly operation and maintenance)
- Monthly cleaning of sanitary sewer mains, manholes, and wet wells throughout Township
- Monthly MOR submitted to EGLE – along with 22 monthly distribution system water sample results
- Monthly Water reports submitted – no violations
- Monthly Sanitary Sewer reports submitted – no violations
- Monthly maintenance of chlorine injectors and pump tubes
- Monthly fire extinguisher, AED, and eye wash inspections completed.
- Completed 40 lead and copper identification inspections.
- Replaced (3) fire hydrant heads with new no lead heads.
- WWTP
 - Power washed and crack sealed sludge storage tank and digester roof
 - Poured equipment storage pad on north side of pole barn.
 - Installed new VFD RAS Pump #2.
 - Refurbished belt guard and associated mounts, changed grease pump and gearbox and installed new motor bearings for screw pump 2
 - Cleared brush from fence on East side of plant.
 - Poured spillway for stormwater sampling at WWTP stormwater outfall.
 - Complete NPDES required Whole Effluent Toxicity Testing.
- Working on power washing water tanks
- Begin Fall Hydrant Flushing Program in October

Economic Development Activities

- The Department Director and the Township Assessor will be working on developing policy proposals for Board of Trustees consideration to establish updated guidelines for consideration of requests for new or amended Industrial Development Districts and Industrial Facility Tax Exemption (IFTE) applications under Michigan Public Act 198 of 1973, as amended.
- The Community and Economic Development Director and Township Engineer at Gourdie-Fraser Associates continued work on evaluation and prioritization of infrastructure improvements for potential new industrial/research/business park development along the US-127 corridor in accordance with the state Rural Readiness Grant awarded to the Township for our Master Plan update project.
- The EDA approved a Participation Agreement with the Board of Trustees to provide gap funding for the EGLE Drinking Water State Revolving Fund (DWSRF) ARPA Grant Division B Water Main Transmission and Extensions Project in the amount of \$500,000.00.
- The Department Director will expand information on the Township's website related to development approval processes and pre-application meeting options to further assist the development community.
- The Community and Economic Development Director and Zoning Administrator met with a local builder about a proposed office building project on S. Lincoln Rd.
- The Community and Economic Development Director and Zoning Administrator met with young entrepreneurs about a proposed agri-tourism use on S. Crawford Road.
- The Community and Economic Development Director and Zoning Administrator met remotely via Zoom with a representative from Old Hickory Buildings about an open-air business proposed for a lot on E. Pickard Road in the East DDA District.
- The Community and Economic Development Director continues to have business retention contacts.

- Fire Hydrant flow test Encore Drive. (Walmart)

Community Development Activities

- The Community and Economic Development Director will complete and distribute a request for qualifications from sign contractors with the capability to design and install a new gateway sign for the East DDA District to be located at the corner of M-20 and S. Summerton Rd. in cooperation with Mid-Michigan College and Consumers Energy, and to design and install new Enterprise Industrial Park signage at the corner of M-20 and Enterprise Dr. The EDA Board will evaluate responding contractors, with the selected finalist(s) to be invited to submit bids for planned projects
- The Department Director will begin work to prepare a proposed scope of work and request for proposals from qualified consulting firms to prepare a detailed evaluation of housing needs and priorities in accordance with the approved MSHDA Housing Readiness Incentive Grant to expand the Township's Master Plan update project.
- The Community and Economic Development Director is working with the Township's engineering consultants to resolve final issues related to securing a county Road Commission permit for the sidewalk construction project along the east side of Bud St. from E. Pickard Rd. (M-20) north to Jameson Park.
- The Township's engineering consultant at Gourdie-Fraser is in the process of completing engineering and securing of easements needed to prepare construction plans for new sidewalk projects along the:
 - north side of Pickard Rd. east from S. Lincoln Rd. to the existing sidewalk near Ashland Dr;
 - east side of S. Isabella Rd. from E. Kay St. south to E. Broadway Rd;
 - west side of Bradley St. from E. Remus Rd. (M-20) north to connect to the Mt. Pleasant Middle School at the City-Township boundary; and
 - south side of E. Bluegrass Rd. from S. Mission Rd. east across the frontage of the Red Lobster parcel to complete a connection to the Indian Pines Shopping Center.
- The Community and Economic Development Director, Zoning Administrator, Building Official, and Fire Lieutenant held a pre-application meeting with representatives of the Thrive Church development team for their proposed project on Bud Street.
- The Community and Economic Development Director and the Mt. Pleasant City Planner met informally to discuss planning, zoning, and economic development topics of mutual interest
- Port a John will be set up 10/4/24 -11/4/24 at McDonald Park by playground.
- Clean up day held with great success and positive feedback

Organizational and Stakeholder Support Services

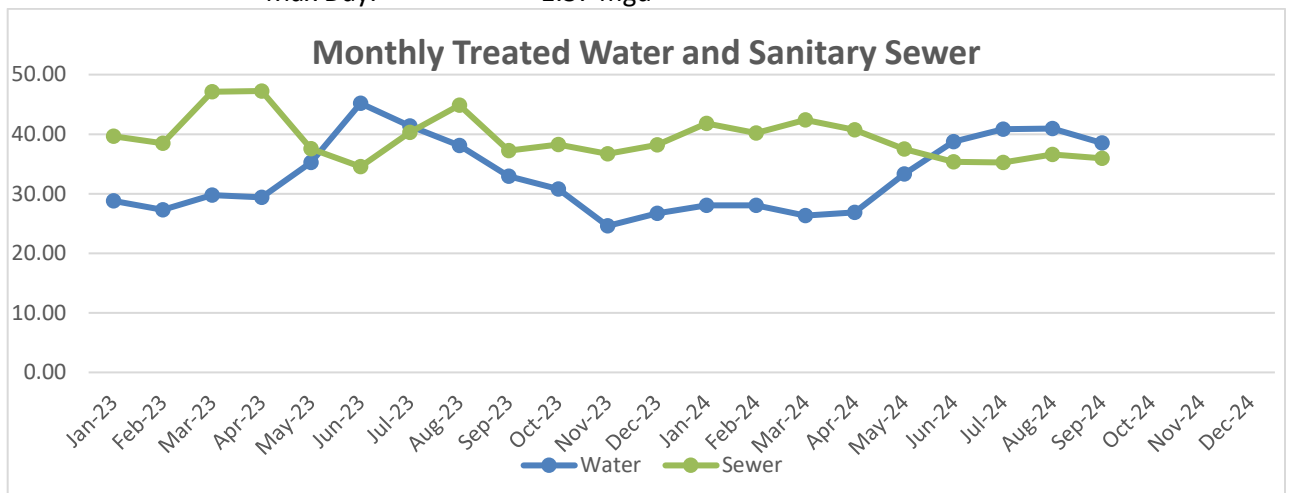
- Building Services Clerk, Administrative Assistant and Public Services staff continue to provide support to the Clerk's office for upcoming elections
- Assessor working on splits or combinations done in the past which did not get forwarded to the Township or County GIS. All past land changes will need reviewing for correct assessment roll descriptions and will be sent to both GIS departments.
- Building Services – The Building Official continues to work in close coordination with the County's plumbing, mechanical, and electrical inspectors on building projects to minimize delays and to ensure that construction meets the applicable health and safety standards.
- The Community and Economic Development Director will serve as Chair for the Sept/Oct meeting of the Mt. Pleasant Airport Joint Operations and Management Board.

- The Community and Economic Development Director will participate in the quarterly meeting of the Convention and Visitors Bureau Sports Commission to coordinate needs and facilities for planned sports tournaments and related events.
- The Zoning Administrator provided the following services:
 - (3) Zoning approvals related to building permits.
 - (3) Miss Dig notifications for various projects. Owners contacted for permits on projects.
 - Site plan enforcement temporary C/O for 2160E. Remus Road.
- The Building Services Clerk provided the following services during the month:
 - Served as a second Township Hall contact person for the public and helped process payments at counter and through mail.
 - Assisted homeowners and contractors with building permit applications and coordinated with the Building Official, Zoning Administrator, Assessor, and Public Services Department as needed to facilitate timely reviews of permit applications.
 - Administrative support for Rental Inspector
 - Prepared monthly Census and HBA reports for building permits
- (234) Miss Dig underground markings completed throughout Township
- Processed (3) ACH Request; (7) Transfers of Service/Final Bills; Prepared (1) Misc. Invoice – Alwood Nursery; Received/Processed (202) miscellaneous service request/work orders/phone calls/general inquiry /billing inquiries/emails/cross connection program inquiries; Prepared and coded department credit card and accounts payable statements/bills; set up 5 new customer accounts
- Coordinated Shut Offs for non-payment and monitored payments for scheduled turn-ons.
- Prepared Handheld for 3Q Readings, Analyzed Usage Reports, Coordinated Re-Reads as necessary
- Calculated/printed/mailed third quarter Utility Billing in the amount of \$1,286,597
- Mailed (7) high usage letters
- Repaired water service leak at 2145 McDonald Dr.
- Repaired water service leak at 1436 South Lincoln Rd.
- Asphalt repair has been completed on Belmont Drive from water main leak repair.
- Inspected and approved water and sewer connections for new home build at 2431 Sandstone Dr.
- GIS:
 - Developed new data sources, queries, and reports to accomplish the goals of the Township regarding EGLE's Complete Distribution System Materials Inventory (CDSMI) requirements.
 - Continue to explore the possibilities of using free and open-source GIS software such as Quantum GIS (QGIS) that can be used with OpenStreetMap (OSM) data for various mapping projects, especially for maps of the whole water distribution and wastewater collection systems.
 - Water Service Line Material Verification Project - Provided detailed shapefiles from the GIS database to the engineer at Gourdie-Fraser working on the RFP for the service line material verification project.
 - Water Service Line Material Verification Map - Created a database table based on BS&A parcel and utility billing records. Added OpenStreetMap as a tile-server basemap layer in ArcGIS and created a map representing each full water service line as a single address point within a parcel. Each service address record has unique identifiers such as parcel number, account number, year built, and latitude/longitude coordinates.

- Hydrant Flushing Map - Updated the map mailed out with the Fall 2024 hydrant flushing notices (October 7, 2024 – November 8, 2024)

Miscellaneous

- Assessing fieldwork ongoing with emphasis on inspections to comply with 20% annual reinspection requirements
- September 2024 – Treated Potable Water (blue line)
 - Total Month: 38.506 mg
 - Average Day: 1.284 mgd
 - Max Day: 1.481 mgd
- September 2024 – Treated Sanitary Sewer (green line)
 - Total Month: 35.97 mg
 - Average Day: 1.20 mgd
 - Max Day: 1.37 mgd



2024 CHARTER TOWNSHIP OF UNION
Board of Trustees
Regular Meeting Minutes

A regular meeting of the Charter Township of Union Board of Trustees was held on October 9, 2024, at 7:00 p.m. at the Union Township Hall.

Meeting was called to order at 7:00 p.m.

Smith moved **Bills** supported to appoint Treasurer Rice as temporary Supervisor. **Vote: Ayes: 5 Nays: 0.**
Motion carried.

Smith moved **Brown** supported to appoint Trustee Bills as temporary Clerk. **Vote: Ayes: 5 Nays: 0. Motion carried.**

Roll Call

Present:

Treasurer Rice, Trustee Bills, Trustee Brown, Trustee Smith, and Trustee Thering

Excused: Supervisor Mielke and Clerk Cody (arrived at 7:10 p.m.)

Approval of Agenda

Bills moved **Smith** supported to approve the agenda as presented. **Vote: Ayes: 5 Nays: 0. Motion carried.**

Presentation

- a. Commissioner Engler, Isabella County Commissioner, gave updates on the County.

Public Hearing

Public Comment

Open: 7:05 p.m.

No comments were offered.

Closed: 7:05 p.m.

Reports/Board Comments

A. Current List of Boards and Commissions – Appointments as needed.

B. Board Member Reports

Smith gave updates on the Isabella County Commissioners work session meeting.

C. Memo from Treasurer Rice: List of Delinquent Assessments (Step 1 to get them on the Winter Tax Roll)

Consent Agenda

- A. Communications
- B. Minutes – September 25, 2024 – Regular Meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay
- F. Fire Reports

Bills moved **Smith** supported to approve the consent agenda as presented. **Vote: Ayes: 5 Nays: 0. Motion carried.**

New Business

A. Discussion/Action: (Nanney) Second Reading and Adoption of the updated Zoning Ordinance - Signs
***7:10 p.m. Clerk Cody arrived**

Bills moved **Smith** supported to conduct a Second Reading of the proposed PTXT 24-01 amendments to Section 11 (Signs and Section 2.2 (Definitions of the Zoning Ordinance No. 20-06 for the purposes of establishing more flexible standards and updated requirements for various types of signs and resolving regulatory conflicts in the current ordinance, and to adopt the amendatory ordinance as Township Ordinance Number 24-04. **Roll Call Vote: Ayes: Cody, Rice, Bills, Brown, Smith, and Thering. Nays: 0. Motion carried.**

B. Discussion/Action: (Stuhldreher) Resolution to set a Public Hearing for FY 2025 Budget Recommendations

Smith moved **Brown** supported to schedule the FY 2025 Budget Adoption Public Hearing for Wednesday, October 23, 2024 and to notice same in the Morning Sun as required by statute **Vote: Ayes: 6 Nays: 0. Motion carried.**

C. Discussion/Action: (Stuhldreher) Public Act 152 (Publicly Funded Health Insurance Contribution Act) Exemption Cost Sharing Resolution

Cody moved **Smith** to approve a resolution opting out of the employer health care benefit plan contribution limits as allowed under State of Michigan Public Act 152 (Publicly Funded Health Insurance Contribution Act) for the benefit year of 2025. **Roll Call Vote: Ayes: Cody, Rice, Bills, Brown, Smith, and Thering. Nays: 0. Motion carried.**

D. Discussion/Action: (Board of Trustees) Negotiating of the Manager's 2025 Employment Agreement

Smith moved **Brown** supported to approve a 3% salary increase and a \$50 monthly increase to the car allowance for to the Managers 2025 Employment Agreement. Additionally, add an agenda item to the October 23, 2024 regular meeting to discuss authorization to amend the Department Director's Employment Agreement originally approved on 1/24/2024. **Roll Call Vote: Ayes: Cody, Rice, Bills, Brown, Smith, and Thering. Nays: 0. Motion carried.**

EXTENDED PUBLIC COMMENT: RESTRICTED TO 5 MINUTES REGARDING ANY ISSUE

Open: 7:37 p.m.

Lori Rogers, 2248 Cornerstone Dr., made a comment that attending the meetings helped her find how she could be more involved with the community.

Closed: 7:38 p.m.

MANAGER COMMENTS

- Reminder that the Township Hall will be closed to the public for the November 5th election. Staff will be on site working.
- Staff will bring an Economic Development presentation to the Board at a future meeting
- Reminder that there are board seats that expire at the end of the year.
- Appreciate the consideration of the Managers 2025 Contract.

FINAL BOARD MEMBER COMMENT

Bills – Thanked the Township Clerk for getting the absentee ballots out and reminded everyone to be mindful of lighting fires while its bone dry out.

Thering – Thanked the manager for accepting the Manager's 2025 Contract.

ADJOURNMENT

Bills moved **Smith** supported to adjourn the meeting at 7:43 p.m. **Vote: Ayes: 6. Nays: 0. Motion carried.**

APPROVED BY:

Lisa Cody, Clerk

Bryan Mielke, Supervisor

(Recorded by Tera Green)

DRAFT

10/16/2024 05:34 PM
User: SHERRIE
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 10/10/2024 - 10/23/2024

Page: 1/2

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 101 POOLED CHECKING						
10/16/2024	101	740 (E)	00146	CONSUMERS ENERGY	1876 S LINCOLN 2055 ENTERPRISE 48858 LED LIGHT STREET LIGHT 2010 S LINCOLN L4 2279 S MERIDIAN PUMP HOUSE 4511 E RIVER	16.57 156.73 526.78 1,987.16 83.92 40.45 11,913.30 <hr/> 14,724.91
10/23/2024	101	25866	01703	AMAZON CAPITAL SERVICES	SURFACE PRO PROTECTIVE CASES MOUSE FOR CASHIER COUNTER COMPUTER HDMI CABLE & SURFACE DOCKING STN DOLLY CART & CLIPBOARDS-ELECTIONS SHIPPING CHARGE CREDIT SHIPPING CHARGE CREDIT SHIPPING CHARGE CREDIT	144.07 20.95 286.22 71.42 (1.66) (3.77) (1.56) <hr/> 515.67
10/23/2024	101	25867	01600	BE GREEN LAWN SERVICES CO INC	FERTILIZER & BROADLEAF-MCDONALD PARK	3,685.00
10/23/2024	101	25868	00066	BILL'S CUSTOM FAB, INC.	LABOR TO DUPLICATE 3PCS STAINLESS 2B LABOR TO FABRICATE BELT GUARD/PLATES/PIN	406.00 930.88 <hr/> 1,336.88
10/23/2024	101	25869	00072	BLOCK ELECTRIC	CHANGE OUT VFD & REWIRE FOR WAS PUMP TIE FUSE BLOCKS INTO CT FOR BLOWERS	720.00 897.28 <hr/> 1,617.28
10/23/2024	101	25870	00095	C AND C ENTERPRISES INC	C-FOLD TOWELS/PAPERTOWELS/RUBBER GLOVES	276.75
10/23/2024	101	25871	00099	CENTRAL CONCRETE PRODUCTS CO. INC	CONCRETE SACKS	802.75
10/23/2024	101	25872	00129	CMS INTERNET, LLC	MANAGED IT, EMAIL &PHONE SERV-NOV 2024	6,729.55
10/23/2024	101	25873	01626	DANNY COFFELL	MILEAGE TO/FROM JAMESON HALL/HOME	15.28
10/23/2024	101	25874	00155	COYNE OIL CORPORATION	FUEL IN TOWNSHIP VEHICLES-SEP 2024	2,758.70
10/23/2024	101	25875	01242	CULLIGAN WATER	BOTTLED WATER-SHOP	33.50
10/23/2024	101	25876	01786	CUMMINS SALES & SERVICE	GENERATOR TRANSFER SWITCH-LIFT STN #2	3,827.98
10/23/2024	101	25877	00209	ETNA SUPPLY COMPANY	ELECTRONIC READING GUN REPAIR SENSUS OMNI +F2	450.00 534.91 <hr/> 984.91
10/23/2024	101	25878	00216	FEDEWA INC	WASH WATER TOWER TANKS	12,700.00
10/23/2024	101	25879	00231	FOUR SEASON'S EXTERMINATING	MONTHLY EXT TREATMENT-SEP 2024 MONTHLY EXT TREATMENT-OCT 2024	40.00 40.00 <hr/> 80.00
10/23/2024	101	25880	00249	GILL-ROYS HARDWARE	TOTE FOR CLEAN UP DAY SUPPLIES	30.99
10/23/2024	101	25881	00257	GOURDIE FRASER INC	SURVEY&DESIGN-BLUEGRASS SIDEWALK INFILL DWSRF PROJECT PLAN CAPITAL IMPR PHASE I	4,800.00 296,321.75 <hr/> 301,121.75
10/23/2024	101	25882	01746	TERA GREEN	MILEAGE TO/FROM BANK/TWP HALL	41.00

10/16/2024 05:34 PM
User: SHERRIE
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 10/10/2024 - 10/23/2024

Page: 2/2

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/23/2024	101	25883	01846	GWORCS	PUBWORKS ANNUAL FEE-2025	4,026.00
10/23/2024	101	25884	01721	HYDROCORP	LEAD SERVICE LINE IDENTIFICATION/CROSS C LEAD SERVICE LINE IDENTIFICATION/CROSS C	2,286.00 1,354.50
						<u>3,640.50</u>
10/23/2024	101	25885	01094	ISABELLA COUNTY RECYCLING CENTER	USED MOTOR OIL DISPOSAL	3.75
10/23/2024	101	25886	00333	ISABELLA COUNTY ROAD COMMISSION	FOX MEADOWS-MILL & PAVING OVERLAY	83,858.36
10/23/2024	101	25887	00360	KIMBALL MIDWEST	DRILL BITS/WIRE NUTS/CONNECTORS/WASHERS/	188.15
10/23/2024	101	25888	01356	MCLAREN CENTRAL MICHIGAN	RENTAL INSPECTOR DRUG SCREEN	34.00
10/23/2024	101	25889	00399	MCMASTER-CARR SUPPLY CO	MORSE TAPER SHANK REMOVAL TOOL	22.12
10/23/2024	101	25890	01109	METRO 25 CAR CARE CENTER	LAWNMOWER TIRE REPAIR	15.00
10/23/2024	101	25891	01984	MINUTEMAN PRESS: FENTON	BUSINESS CARDS-RENTAL INSPECTOR	87.96
10/23/2024	101	25892	00460	MT. PLEASANT AREA CHMB OF COMMERCE	ROLLIE DENISON LEADERSHIP COURSE	850.00
10/23/2024	101	25893	00494	NORTH CENTRAL LABORATORIES	BROTH AMPULES/PETRI DISH/TSS FIL	1,568.45
10/23/2024	101	25894	01638	NOVO PRINT USA	AD IN CHAMBER OF COMMERCE COMMUNITY GUID	1,895.00
10/23/2024	101	25895	00518	PEERLESS-MIDWEST, INC.	AIR WASH BLOWER & GRID INSTALLATION	41,692.08
10/23/2024	101	25896	00131	PERCEPTIVE CONTROLS INC	SEPTEMBER SUPPORT SERVICES	740.00
10/23/2024	101	25897	01598	POWDER COAT OF CENTRAL MICHIGAN	SCREW PUMP #2: GUARD & HARDWARE	450.00
10/23/2024	101	25898	01293	SHAY WATER CO/CUSTOM COFFEE SERV	COFFEE BREWER RENT	45.00
10/23/2024	101	25899	01090	SIMPLY ENGRAVING	NAME PLATES-PLANNING/ACCOUNTING/RENTAL I	27.25
10/23/2024	101	25900	01979	SMART BUSINESS SOURCE	TWP HALL OFFICE SUPPLIES & TAX PAPER	277.94
10/23/2024	101	25901	02002	SMOLYANOV HOME IMPROVEMENT	REFUND-JOB CANCELLED/PERMIT CLOSED	193.00
10/23/2024	101	25902	00618	STATE OF MICHIGAN	MCAT CERTIFICATION RENEWAL-ADMIN ASSNT MCAT CERTIFICATION RENEWAL-BLDG CLERK	50.00 50.00
						<u>100.00</u>
10/23/2024	101	25903	01542	STERICYCLE, INC.	CLEAN UP DAY EVENT PAPER SHREDDING-SEPT 2024	1,084.05 88.75
						<u>1,172.80</u>
10/23/2024	101	25904	01013	USA BLUE BOOK	REPLACEMENT PAPER FILTER REPLACEMENT PAPER FILTER REPLACEMENT PAPER FILTER	92.43 155.25 46.22
						<u>293.90</u>
10/23/2024	101	25905	00710	WEBB CHEMICAL SERVICE	FERRIC CHLORIDE SOLUTION	10,969.43
						<u><u>10,969.43</u></u>
101 TOTALS:						
Total of 41 Checks:						503,433.59
Less 0 Void Checks:						0.00
Total of 41 Disbursements:						<u><u>503,433.59</u></u>

Charter Township of Union Payroll
--

Check Date: 10/10/24
Pay Period End Date:10/05/24

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$ 45,306.08
Fire Fund	
EDDA	
WDDA	
Sewer Fund	37,809.30
Water Fund	33,097.01

Total To Transfer from Pooled Savings	\$ 116,212.39
--	----------------------

NOTE: CHECK TOTAL FOR TRANSFER

BS&A Gross Payroll	\$ 81,453.14
Employer Share Medicare	1,128.33
Employer Share SS	4,824.63
SUI	29.42
Pension-Employer Portion	6,758.10
Workers' Comp	470.19
Dental	1,360.64
Health Care	22,220.53
Vision	393.19
Vision Contribution	(202.79)
Health Care Contribution	(2,856.24)
Life/LTD	633.25
Cobra/Flex Administration	-
PCORI Fee	-

Total Transfer to Payroll Checking	\$ 116,212.39
---	----------------------

TOTAL TRANSFER FROM POOLED SAVINGS TO PAYROLL ACCOUNT

CONFIRMATION NUMBER: _____ **DATE:** _____

ACH NUMBER: _____ **TIME:** _____



Union Township Report

Date: Tuesday, October 8, 2024



Alarm Date between 2024-09-29 and 2024-10-05

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000749						
		9/29/2024 8:14:27 AM	131	Passenger vehicle fire	ENG 31	2	1
						Total Responding 2	
Union Township	0000750						
		9/29/2024 7:47:31 PM	412	Gas leak (natural gas or LPG)	ENG 33	2	1
						Total Responding 2	
Union Township	0000751						
		9/30/2024 7:28:48 AM	622	No incident found on arrival at dispatch address	ENG 33	2	1
						Total Responding 2	

Union Township	0000752						
		9/30/2024 12:38:44 PM	412	Gas leak (natural gas or LPG)	ENG 33	2	1
						Total Responding 2	
Union Township	0000754						
		9/30/2024 4:06:14 PM	424	Carbon monoxide incident	ENG 33	2	1
						Total Responding 2	
Union Township	0000756						
		10/1/2024 7:04:00 PM	321	EMS call, excluding vehicle accident with injury	ENG 33	3	1
						Total Responding 3	
Union Township	0000761						
		10/2/2024 3:23:00 PM	323	Motor vehicle/pedestrian accident (MV Ped)	ENG 33	2	1

						Total Responding 2	
Union Township	0000763						
		10/3/2024 8:03:40 AM	700	False alarm or false call, other	ENG 33	10	3
						Total Responding 10	
Union Township	0000765						
		10/3/2024 8:13:33 AM	321	EMS call, excluding vehicle accident with injury	ENG 32	1	1
		10/3/2024 8:13:33 AM	321	EMS call, excluding vehicle accident with injury	CHIEF	1	1
		10/3/2024 8:13:33 AM	321	EMS call, excluding vehicle accident with injury	C 31	1	1
		10/3/2024 8:13:33 AM	321	EMS call, excluding vehicle accident with injury	POV	4	1
						Total Responding 7	
Union Township	0000767						
		10/3/2024 12:15:48 PM	321	EMS call, excluding vehicle accident with injury	ENG 33	2	1

						Total Responding 2	
Union Township	0000768						
		10/3/2024 10:29:38 AM	131	Passenger vehicle fire	ENG 33	2	3
		10/3/2024 10:29:38 AM	131	Passenger vehicle fire	POV	8	3
						Total Responding 10	
Union Township	0000769						
		10/3/2024 5:13:53 PM	311	Medical assist, assist EMS crew	ENG 33	2	1
						Total Responding 2	
Union Township	0000770						
		10/3/2024 7:02:05 PM	622	No incident found on arrival at dispatch address	ENG 33	2	1
						Total Responding 2	

Union Township	0000773						
		10/4/2024 4:02:46 PM	322	Motor vehicle accident with injuries	ENG 33	2	1
						Total Responding 2	
Union Township	0000774						
		10/4/2024 10:03:14 PM	311	Medical assist, assist EMS crew	ENG 33	2	1
						Total Responding 2	
	Total Runs 15					Total Responding 52	

Note: Alarms

1=Duty Crew

2=Paged Off Duty Full-time

3=Paged Paid-on-Call Firefighters

4=Paged All



Union Township Report

Date: Thursday, October 17, 2024



Alarm Date between 2024-10-06 and 2024-10-12

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000780						
		10/6/2024 4:21:09 AM	311	Medical assist, assist EMS crew	ENG 32	2	1
		10/6/2024 4:21:09 AM	311	Medical assist, assist EMS crew	C 31	1	1
						Total Responding 3	
Union Township	0000788						
		10/7/2024 7:36:17 PM	745	Alarm system activation, no fire - unintentional	ENG 33	2	1
						Total Responding 2	
Union Township	0000792						
		10/9/2024 12:02:00 PM	744	Detector activation, no fire - unintentional	ENG 32	2	1

						Total Responding 2	
Union Township	0000796						
		10/10/2024 11:43:54 AM	321	EMS call, excluding vehicle accident with injury	ENG 32	2	1
						Total Responding 2	
Union Township	0000799						
		10/10/2024 8:56:37 PM	412	Gas leak (natural gas or LPG)	ENG 32	3	1
						Total Responding 3	
Union Township	0000800						
		10/10/2024 10:49:42 PM	700	False alarm or false call, other	ENG 32	2	1
						Total Responding 2	
Union Township	0000801						

		10/11/2024 8:14:13 PM	131	Passenger vehicle fire	ENG 32	2	4
		10/11/2024 8:14:13 PM	131	Passenger vehicle fire	POV	9	4
						Total Responding 11	
Union Township	0000802						
		10/11/2024 9:44:21 PM	142	Brush or brush-and-grass mixture fire	ENG 32	2	2
		10/11/2024 9:44:21 PM	142	Brush or brush-and-grass mixture fire	Brush 31	2	2
						Total Responding 4	
Union Township	0000804						
		10/11/2024 10:22:00 AM	311	Medical assist, assist EMS crew	ENG 32	2	3
		10/11/2024 10:22:00 AM	311	Medical assist, assist EMS crew	POV	7	3
						Total Responding 9	
	Total Runs 9					Total Responding 38	

Note: Alarms

1=Duty Crew

2=Paged Off Duty Full-time

3=Paged Paid-on-Call Firefighters

4=Paged All



REQUEST FOR TOWNSHIP BOARD ACTION

TO: Board of Trustees	DATE: October 17, 2024
FROM: Kimberly Rice, Township Treasurer	DATE FOR BOARD CONSIDERATION: 10/23/2024
ACTION REQUESTED: To certify Delinquent Special Assessments from the McGuirk, Carriage Ln, and Fox Meadow Special Assessment Rolls to place said delinquencies on the winter 2024 tax bill as allowed under State of Michigan Public Act 188 of 1954.	

Current Action ☒ Emergency ☐

Funds Budgeted: If Yes ☐ Account # ☐ No ☐ N/A ☒

Finance Approval MDS

BACKGROUND INFORMATION

The Warrant for Collection of the above referenced Special Assessment Rolls requires the township to comply with certain provisions of PA 188 of 1954 in order for delinquent installments to be collected via the winter tax bill.

The first provision requires a report be presented to the Board listing the accounts that are delinquent. This report was presented to the Board at the October 9, 2024, Board meeting. The next step is for the Board to certify that the accounts are delinquent. The certification will allow the Treasurer to place the delinquent installment on the winter tax bill.

The attached reports, current as of October 17, 2024, reflect delinquent installments that if remain unpaid, will be placed on the winter tax roll assuming Board certification.

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

Certifying the delinquent special assessments and placing them on the tax roll is a collection method that will help ensure the Township recoup funds that the Township provided at the front end that allowed the work to proceed. Recouping these funds will reestablish fund balances in the Special Assessment fund that can be used as a source of cash flow for future paving projects.

PROJECT IMPROVEMENTS

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

- Community well-being and common good

COSTS

If not certified the delinquencies do not get added to the roll. This will make it much more difficult to enforce payment for delinquent special assessment installments that currently total \$9,722.40.

PROJECT TIME TABLE

These would be placed on the winter taxes that go out December 1st, 2024, and are due February 14th, 2025.

RESOLUTION

Be it resolved that the attached delinquent special assessment installment report is duly certified for the purposes of PA 188 of 1954 and therefore, said amounts will be placed on the tax year 2024 winter tax roll to the extent the amount(s) remain delinquent as of the creation of the winter tax roll.

Resolved by _____ Seconded by _____

Date Signed: _____

Yes:

No:

Absent:

10/17/2024
02:29 PM

Current Year Installment Report for CHARTER TOWNSHIP OF UNION

Page: 1/1

Installments and Payments for 2024

DB: Union Twp Specia

Population: Special Assessment Districts (109, 110, 114)

Sp. Assessment	Parcel #	Name	2024 Installment	2024 Payments	2024 Balance Due
114 (FOX MEADOWS PAVING)	14-010-10-002-10	BACKUS ROBERT M & KATHL	294.17	0.00	294.17
110 (CARRIAGE HILL PAVIN)	14-035-30-012-00	TRAVIS SHELLY	993.60	0.00	993.60
110 (CARRIAGE HILL PAVIN)	14-051-00-001-00	SALEM WILLIAM J	993.60	0.00	993.60
110 (CARRIAGE HILL PAVIN)	14-053-00-010-00	WARNER TIMOTHY & JULIE	993.60	0.00	993.60
110 (CARRIAGE HILL PAVIN)	14-053-00-011-00	PARTIE BRIAN & JEANINE	983.96	974.12	9.84
110 (CARRIAGE HILL PAVIN)	14-053-00-016-00	COVARRUBIAS MICHAEL G &	993.60	0.00	993.60
110 (CARRIAGE HILL PAVIN)	14-053-00-017-00	FLORIAN ADAM W & TRACY A	993.60	0.00	993.60
110 (CARRIAGE HILL PAVIN)	14-053-00-020-00	LARA NUNEZ MARIA & ET AL	993.60	0.00	993.60
114 (FOX MEADOWS PAVING)	14-070-00-015-00	SHAIKH ZUBAIR AHMED	294.17	0.00	294.17
114 (FOX MEADOWS PAVING)	14-070-00-017-00	TARBELL ERIK & ROBISON C	294.17	0.00	294.17
114 (FOX MEADOWS PAVING)	14-070-00-021-00	MELTON JAMES H JR & TAMA	294.17	0.00	294.17
114 (FOX MEADOWS PAVING)	14-070-00-032-00	WALLACE THOMAS J & LEIGH	294.17	0.00	294.17
114 (FOX MEADOWS PAVING)	14-070-00-038-00	CUDJOE ERNEST A & GIFTY	294.17	0.00	294.17
109 (MCGUIRK SUB PAVING)	14-151-00-011-00	MCFALL PAUL & JENNIFER	330.99	0.00	330.99
109 (MCGUIRK SUB PAVING)	14-151-00-013-00	WHEELER CHRISTOPHER	330.99	0.00	330.99
109 (MCGUIRK SUB PAVING)	14-151-00-022-00	GARIGLIO RANDY L & SARAH	330.99	0.00	330.99
109 (MCGUIRK SUB PAVING)	14-151-00-024-00	COORAY KAHADAWALA S	330.99	0.00	330.99
109 (MCGUIRK SUB PAVING)	14-151-00-029-00	SMITH GARY & KATHLEEN	330.99	0.00	330.99
109 (MCGUIRK SUB PAVING)	14-151-00-031-00	BUCKLEY RYAN M & SARAH S	330.99	0.00	330.99
Totals....	19 Parcels		10,696.52	974.12	9,722.40

REQUEST FOR TOWNSHIP BOARD ACTION

INTERGOVERNMENTAL AGREEMENT

This Intergovernmental Agreement is made this _____ day of _____, 2024, by and between Isabella County, on behalf of the Isabella County Register of Deeds, and the City/Township of _____ (Isabella County Local Unit of Government), and **it is hereby agreed:**

(1) The Isabella County Register of Deeds is the County Officer charged by Michigan's Constitution and statutes with the responsibility of recording, indexing and maintaining land records, along with providing for public review, reproduction and inspection under MCL 53.94 and MCL 600.2567.

(2) The Isabella County Register of Deeds is responsible pursuant to MCL 211.41a to furnish each Township Supervisor a statement giving the names of the parties to the instrument recorded, a description of the parcel(s), and the interest in land conveyed.

(3) The Isabella County Register of Deeds pursuant to MCL 211.27a(10) is responsible to notify each local assessing officer in Isabella County of any recorded deeds, land contracts, and conveyances by and to trusts.

(4) In lieu of providing copies, the MCL 211.41a statement and charging the statutory fee for MCL 211.27a(10) records, the Isabella County Register of Deeds agrees to provide to the local unit of government, through the County Equalization Department, digital copies of the recorded land transfers, at no charge, which shall be for the sole purpose of the Isabella County Equalization Director's or local assessor's compliance with statutory duties.

(5) In no event shall the Isabella County Equalization Director or any local unit use the documents provided above to create or maintain a tract index or abstract of title.

(6) The local unit of government agrees, in light of receiving the digital copies of land records from the Register of Deeds at less than the statutory fee of \$1.00 per page, and in lieu of a statement of recorded conveyances, that none of the recorded documents, copies or images provided by the Isabella County Register of Deeds and used by the Isabella Equalization Department or local assessor shall be sold, distributed, downloaded or duplicated without the express written permission of the Isabella County Register of Deeds. Nor shall any of the recorded documents provided be downloaded or stored in whole in a Geographic Information System and/or Imaging System.

(7) If the Isabella County Equalization Director or a local unit provides copies of the recorded land records received from the Isabella County Register of Deeds in response to a Freedom of Information Act request, the local unit agrees to collect the statutory fee of \$1.00 per page for the

records under FOIA on behalf of the Isabella County Register of Deeds, and shall promptly remit the statutory fees recovered under FOIA to the Isabella County Register of Deeds.

(8) This Agreement is terminable by either party at any time with or without notice.

ISABELLA COUNTY

LOCAL UNIT OF GOVERNMENT

By: _____
Tobin D. Hope, Chairperson
Isabella County Board of Commissioners

By: _____
Title: _____

Dated: _____

Dated: _____

By: _____
Karen Jackson
Isabella County Register of Deeds

Dated: _____

To: Board of Trustees	DATE: October 16, 2024
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: 10/25/2024
ACTION REQUESTED: To introduce and conduct a First Reading for the proposed PTXT 24-02 amendments to Section 14.2 (Site Plan Review) and Section 12.5 (Nonconforming Sites) to allow for administrative approval of a final site plan under certain circumstances and for the Zoning Administrator to apply the nonconforming site provisions to minor site plans, as recommended by the Planning Commission.	

Current Action X Emergency
 Funds Budgeted: If Yes Account # No N/A X

BACKGROUND INFORMATION

On January 25, 2023, the Board of Trustees adopted a Resolution of Intent to participate in the [Redevelopment Ready Communities](#) (RRC) certification program run by the Michigan Economic Development Corporation (MEDC), to further incorporate RRC best practices into the Township's development-related ordinances and planning documents, and to pursue a Redevelopment Ready Communities certification from the MEDC. Many of the RRC Program's Best Practices related to zoning and development review processes have been incorporated in the Township's current Zoning Ordinance No. 20-06, as amended. A baseline evaluation of our ordinance, policies, and practices completed by MEDC staff earlier this year found that the Township is currently or partially aligned with nearly all RRC Program expectations for both the RRC Essentials designation and the full RRC Certification.

Streamlining the development review process is one of the topics emphasized in the RRC Best Practices, including in 3.5 (Approval Authority) below:

3.5 Approval Authority

Approving permitted uses at the planning commission or staff level allows faster approval and respects the administrative nature of development review.

CRITERIA: The community streamlines the approval process by using administrative and planning commission approval authority.

In 2020, as part of a comprehensive update to the site plan review procedures in the new Zoning Ordinance No. 20-06, an administrative "minor site plan" approval option was added for smaller-scale projects. More recently, the Township staff's proactive efforts to assist and guide applicants in preparation of complete and accurate site plans have resulted in a higher percentage of final site plan applications coming to the Planning Commission with staff reports indicating that the plan fully conforms to all applicable standards for final site plan approval.

The Michigan Zoning Enabling Act and our Zoning Ordinance make clear that, where a final site plan is in full compliance with all applicable standards for approval, the Planning Commission must approve the plan. There is no discretion to do otherwise under this circumstance.

Zoning Administrator Approval of a Final Site Plan.

With that in mind, and with the goal of further streamlining the development approval process for site plan approval applicants, staff has initiated this proposed Zoning Ordinance amendment to add an allowance for administrative approval of a final site plan that is determined to fully conform to Section 14.2.S. (Standards for Site Plan Approval). This change would further reduce the development approval process timeline in most cases and would create an additional incentive for developers to provide complete and accurate site plans for review. The change would also free up space on the Planning Commission meeting agendas. In conjunction with this change, the flowcharts and text of the site plan review provisions in Section 14.2 have been updated as needed.

Zoning Administrator Authority to Apply the Nonconforming Sites Provisions to a Minor Site Plan.

Section 12.5 (Nonconforming Sites) was added to the Zoning Ordinance No. 20-06, as amended in 2020 to make it easier for owners of properties developed years ago to be able to make improvements and upgrades without the burden of needing to bring the entire site up to the current site development standards that would apply to a new development on a vacant lot. Section 12.5 establishes a requirement for public safety deficiencies to be corrected as part of any site improvements for a project that is subject to site plan approval. Beyond that, this Section establishes a menu of ten (10) broad categories for potential improvements with the intent that the project address only three (3) of them at a minimum.

Section 12.5 has proven to be a very effective tool for encouraging improvements to older sites. However, the current provisions of Section 12.5 require a Planning Commission action. The proposed amendments would authorize the Zoning Administrator to apply Section 12.5 to minor site plan applications subject only to administrative approval. This change will support further redevelopment of older sites in the Township, especially where small additions or improvements are proposed for older commercial properties in our business districts.

Public Hearing, Planning Commission Recommendation, and County Review.

The Planning Commission reviewed the proposed amendments during their August 20, 2024 meeting, and held a public hearing during their September 17, 2024 meeting. There were no public comments. Following the hearing, the Commission took the following action:

Olver** moved **Gross** supported to recommend to the Board of Trustees that the proposed Zoning amendments to Section 14.2 (Site Plan Review) and Section 12.5 (Nonconforming Sites) of the Zoning Ordinance No. 20-06 be adopted as presented. **Roll Call Vote:** Ayes: Gross, Lapp, McDonald, Olver, Shingles, Squattrito and Thering. Nays: 0. Abstained: Browne. **Motion carried.

Per Section 307(1) of the Michigan Zoning Enabling Act (Public Act 110 of 2006, as amended), staff also forwarded the as-recommended amendments to the County for review and comment. The County Planning Commission included the proposed amendments on their 10/10/2024 regular meeting agenda but chose not to offer any comments.

SCOPE OF SERVICES

Introduction and First Reading of the proposed set of Zoning Ordinance amendments.

JUSTIFICATION

The Zoning Ordinance is an important regulatory tool for implementation of the Township Master Plan's future land use and development policies. Allowing administrative approval of final site plans that fully comply with applicable standards would further streamline the Township's development review process and remove the need to include "must approve" items on the Planning Commission's agenda. Allowing the Zoning Administrator to apply the Section 12.5 (Nonconforming Sites) provisions to minor site plan applications would further encourage improvements to older commercial properties in our business districts and other older sites.

GOALS ADDRESSED

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

- 1. Community well-being and common good**
- 5. Commerce**

The proposed set of amendments will help to ensure that the Township's Zoning Ordinance supports a sustainable community (1.0) and provides for fair and nondiscriminatory code enforcement (1.1.1.2). The commerce-friendly changes proposed to further streamline site plan approval procedures and expand administrative approval options are intended to support local economic development consistent with Redevelopment Ready best practices (1.5).

COSTS

NA

TIMETABLE

After a Second Reading and adoption by the Board of Trustees, the Zoning Ordinance amendments would take effect on the eighth day following publication of the required notice of adoption under the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended.

RESOLUTION

To introduce and conduct a First Reading for the proposed PTXT 24-02 amendments to Section 14.2 (Site Plan Review) and Section 12.5 (Nonconforming Sites) to allow for administrative approval of a final site plan under certain circumstances and for the Zoning Administrator to apply the nonconforming site provisions to minor site plans, as recommended by the Planning Commission.

Resolved by _____ Seconded by _____

Yes:

No:

Absent:

**CHARTER TOWNSHIP OF UNION
ISABELLA COUNTY, MICHIGAN**

ORDINANCE NO. _____

An ordinance to delete and replace in their entirety subsections “D.” through “O.” of Section 14.2 (Site Plan Review) of the Charter Township of Union Zoning Ordinance No. 20-06 for the purpose of revising review procedures and flowchart illustrations for the types of site plan reviews; to amend Section 12.5 (Nonconforming Sites) to clarify authority for the Zoning Administrator to apply this section to minor site plans subject to administrative approval; and to provide for repeal, severability, publication, and an effective date; all by authority of the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended (MCL 125.3101 et seq.).

THE CHARTER TOWNSHIP OF UNION, ISABELLA COUNTY, MICHIGAN, HEREBY ORDAINS:

PART ONE – Title

This Ordinance shall be known and may be referred to as “Ordinance Number _____ Amending the Charter Township of Union Zoning Ordinance.”

PART TWO – Delete and Replace subsections “D.” through “O.” of Section 14.2 (Site Plan Review)

The text and illustrations of subsections “D.” through “O.” of Section 14.2 (Site Plan Review) are hereby deleted and replaced in their entirety to revise the review procedures and flowchart illustrations for various types of site plan approvals, as follows:

Section 14.02 Site Plan Review.

D. Fees and Escrow Deposits.

Required fees and escrow deposits shall be paid to the Township at the time of the filing of the application. No action shall be taken on an application for which a required fee or escrow deposit has not been paid in full.

E. Pre-Application Meetings.

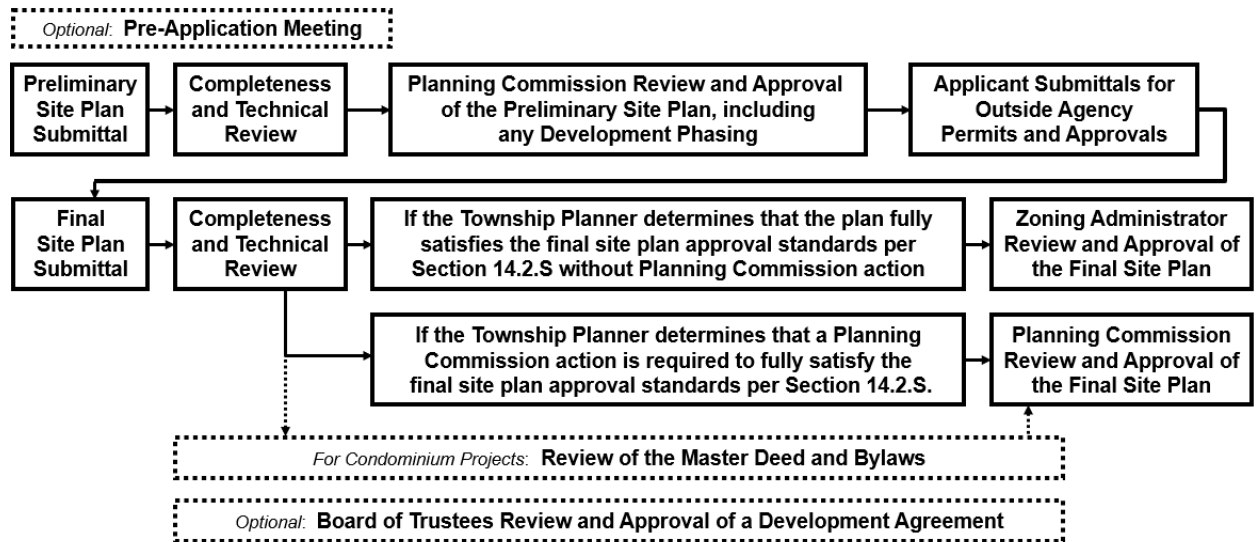
An applicant may request a pre-application meeting with the Township Planner and Zoning Administrator to discuss conceptual plans, ordinance requirements, and review procedures. Upon request, other Township staff or outside agency representatives may be invited to attend the pre-application meeting. Comments shall be advisory only. Any required fee shall be paid to the Township prior to the meeting.

F. Application Information.

The following minimum information shall be required with any application for site plan approval:

1. The name, address, and contact information for the applicant, and the applicant's legal interest in the property. If the applicant is not the owner, the name, address, and contact information for the owner(s) and the signed consent of the owner(s) shall also be required.
2. Signature(s) of the applicant(s) and owner(s), certifying the accuracy of the information.
3. A legal description of the property, including street address(es) and tax code number(s).
4. A description of the proposed use.
5. A site plan meeting the minimum information requirements of Section 14.02.P. (Required Site Plan Information) for the type of site plan applicable to the project.

G. Preliminary and Final Site Plan Approval Process.



Preliminary and Final Site Plan Approval Process

H. Filing of Preliminary Site Plan Application and Technical Review.

Applications for preliminary site plan approval shall be submitted and reviewed as follows:

1. Submittal of a complete application. A preliminary site plan application shall be filed at the Township Hall at least 28 calendar days prior to a regularly scheduled Planning Commission meeting, unless a shorter timeframe policy for review has been set by the Township Planner. A complete preliminary site plan application shall include, at a minimum, one (1) completed and signed copy of the required application form, the required fee and any required escrow deposit, two (2) large (up to 24-inch by 36-inch maximum) printed site plan sets, eleven (11) reduced 11-inch by 17-inch printed site plan sets, and one (1) digital copy in .PDF format of the complete set of all application materials and plans.
2. Completeness and technical review. Prior to Planning Commission consideration, the application materials and site plan shall be distributed to the Township Planner and Zoning Administrator for review and comment. The Township Planner or Planning Commission Chair may also request comments from other Township departments, consultants or outside agencies with jurisdiction. Applications found to be incomplete or inaccurate shall be returned to the applicant without further consideration.

I. Preliminary Site Plan Review and Action.

The Planning Commission shall review the application materials and site plan, along with any reports and recommendations. The Planning Commission shall identify and evaluate all relevant factors, and shall then take action by motion to approve the site plan, to approve the site plan with conditions, to deny the site plan application, or to postpone further consideration of the site plan application to a date certain:

1. Approval. The Planning Commission shall approve the preliminary site plan upon determination that it fully satisfies all applicable standards of Section 14.2.S. (Standards for Site Plan Approval).
2. Approval with conditions. The Planning Commission may approve the preliminary site plan subject to any conditions necessary to address necessary modifications; ensure that public services and facilities can accommodate the proposed use; protect significant natural resources or site features; ensure compatibility with adjacent land uses; or otherwise meet the intent and purposes of this Ordinance.
3. Postponement. Upon determination that the site plan is not sufficiently complete for approval or denial, failure of the applicant to attend the meeting, or upon request by the applicant, the Planning Commission may postpone until a date certain further consideration.
4. Denial. Upon determination that the preliminary site plan does not comply with applicable requirements and standards of this Ordinance and other Township ordinances, or would require extensive revisions to comply with such requirements, it shall be denied. Failure of the applicant or agent to attend two (2) or more meetings shall also be grounds for the Planning Commission to deny site plan approval. If the site plan is denied, a written record shall be provided to the applicant listing the findings of fact and conclusions or reasons for denial.

5. Recording of Planning Commission action. Planning Commission action on the preliminary site plan shall be recorded in the Planning Commission meeting minutes, stating the name and location of the project, most recent plan revision date, findings of fact and conclusions for the Planning Commission's action, and any conditions of approval. The Zoning Administrator shall promptly notify the applicant of the preliminary site plan action and update the Township's record for the application to include a copy of the approved meeting minutes.
6. Effect of preliminary site plan approval. Approval of a preliminary site plan by the Planning Commission shall indicate its general acceptance of the proposed layout of buildings, roads, drives, parking areas, and other facilities and areas in accordance with the standards for preliminary site plan approval specified in Section 14.2.S. The Planning Commission may, at its discretion and with appropriate conditions attached, authorize limited work to begin for soils exploration, incidental site clearing, and other preliminary site work as specified in the authorization. At a minimum, the required conditions for any authorization shall include compliance with all applicable Township and outside agency permitting requirements, measures to control erosion, exemption of the Township from any liability if a final site plan is not approved, and submittal of an acceptable performance guarantee for site restoration if work does not proceed to completion.

J. Outside Agency Approvals.

The applicant shall be responsible for obtaining all necessary permits or approvals from applicable outside agencies, prior to submittal of an application for final site plan approval. Documentation of necessary outside agency permits or approvals shall be submitted to the Zoning Administrator.

K. Filing of Final Site Plan Application and Technical Review.

Applications for final site plan approval shall be submitted and reviewed as follows:

1. Eligibility. With the exception of a combined preliminary and final site plan approval application as allowed per Section 14.2.M. (Combining Preliminary and Final Site Plans), a final site plan application shall not be accepted by the Township without valid prior approval of a preliminary site plan for the same project.
2. Submittal of a complete application. A final site plan application shall be filed at the Township Hall at least 28 calendar days prior to a regularly scheduled Planning Commission meeting, unless a shorter timeframe policy for review has been set by the Township Planner. A complete final site plan application shall include:
 - a. At a minimum, one (1) completed and signed copy of the required application form, the required fee and any required escrow deposit, documentation of all required outside agency permits or approvals, two (2) large (up to 24-inch by 36-inch maximum) printed site plan sets, three (3) reduced 11-inch by 17-inch printed site plan sets, and one (1) digital copy in .PDF format of the complete set of all application materials and plans.
 - b. If the Township Planner finds that a Planning Commission review and action is necessary (see Section 14.2.L.3.), then the applicant will need to submit to the Township Hall a sufficient number of additional reduced 11-inch by 17-inch printed site plan sets for all Planning Commission members.

L. Final Site Plan Review and Action.

Applications for final site plan approval shall be submitted and reviewed as follows:

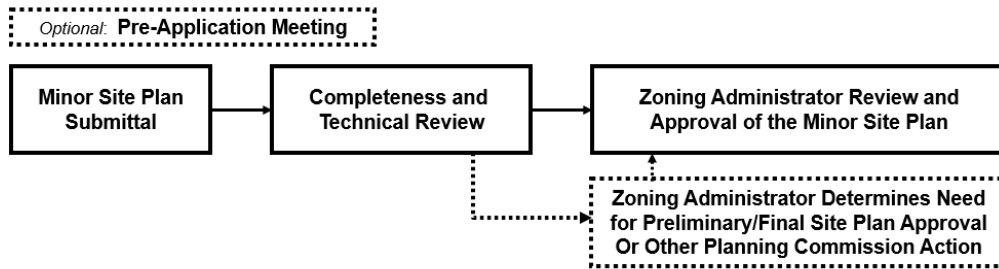
1. Completeness and technical review. Prior to final consideration and action, the application materials and site plan shall be distributed to the Township Planner and Zoning Administrator for review and comment. The Township Planner or Planning Commission Chair may also request comments from other Township departments, consultants or outside agencies with jurisdiction. Applications found to be incomplete or inaccurate shall be returned to the applicant without further consideration.
2. Limited authority for Zoning Administrator approval of a final site plan. If the Township Planner determines that the final site plan fully satisfies all applicable standards for final site plan approval as specified in Section 14.2.S. (Standards for Site Plan Approval), then the Zoning Administrator shall have authority to take final action to approve the site plan as presented.
 - a. The Zoning Administrator shall not have authority to approve a final site plan with conditions or to deny a final site plan approval.
 - b. The Zoning Administrator shall promptly notify the applicant of the final site plan approval action and update the Township's record for the application to note the approval.

3. Planning Commission authority for all other final site plan applications. If the Township Planner finds that a Planning Commission review and action is necessary before compliance with Section 14.2.S. (Standards for Site Plan Approval) could be determined, then the application materials and final site plan shall be forwarded to the Planning Commission for their review, along with any reports and recommendations. The Planning Commission shall identify and evaluate all relevant factors, and shall then take action by motion to approve the site plan, to approve the site plan with conditions, to deny the site plan application, or to postpone further consideration of the site plan application to a date certain:
 - a. Approval. The Planning Commission shall approve the final site plan upon determination that it fully satisfies all applicable standards of Section 14.2.S. (Standards for Site Plan Approval).
 - b. Approval with conditions. The Planning Commission may approve the final site plan subject to any conditions necessary to address necessary modifications; ensure that public services and facilities can accommodate the proposed use; protect significant natural resources or site features; ensure compatibility with adjacent land uses; or otherwise meet the intent and purposes of this Ordinance.
 - c. Postponement. Upon determination that the site plan is not sufficiently complete for approval or denial, failure of the applicant to attend the meeting, or upon request by the applicant, the Planning Commission may postpone until a date certain further consideration.
 - d. Denial. Upon determination that the final site plan does not comply with applicable requirements and standards of this Ordinance and other Township ordinances, or would require extensive revisions to comply with such requirements, it shall be denied. Failure of the applicant or agent to attend two (2) or more meetings shall also be grounds for the Planning Commission to deny site plan approval. If the site plan is denied, a written record shall be provided to the applicant listing the findings of fact and conclusions or reasons for denial.
4. Recording of Planning Commission action. Planning Commission action on the final site plan shall be recorded in the Planning Commission meeting minutes, stating the name and location of the project, most recent plan revision date, findings of fact and conclusions for the Planning Commission's action, and any conditions of approval. The Zoning Administrator shall promptly notify the applicant of the final site plan approval action and update the Township's record for the application to include a copy of the approved meeting minutes.
5. Effect of Final Site Plan Action. Approval of a final site plan by the Zoning Administrator constitutes the final zoning approval for the project and allows for issuance of a building permit to begin site work or construction, provided all other construction and engineering requirements have been met [see also Section 19.10 (Development Agreement)].

M. Combining Preliminary and Final Site Plans.

An applicant may, at the applicant's discretion and risk and with approval of the Planning Commission, combine a preliminary site plan and a final site plan into one (1) consolidated application for approval. The applicant shall pay the required fees and escrow deposit for both preliminary and final site plan review. The Planning Commission shall have the authority to grant only a preliminary site plan approval or to require submittal of a preliminary site plan separate from a final site plan where, in its opinion, the completeness of the site plan or complexity or size of the proposed development so warrant. Preliminary and final site plan approval applications shall not be combined for any multi-phase development.

N. Minor Site Plan Approval Process.



Minor Site Plan Approval Process

O. Minor Site Plan Applications, Review, and Action.

Applications for minor site plan approval shall be submitted and reviewed as follows:

1. Submittal of a complete application. A minor site plan application shall be filed at the Township Hall a minimum of one (1) completed and signed copy of the required application form, the required fee, two (2) printed site plan sets, and one (1) digital copy in .PDF format of the complete set of all application materials and plans.
2. Completeness and technical review. Prior to final consideration and action, the Zoning Administrator shall review the application materials and site plan for completeness, accuracy, and compliance with all applicable requirements and standards of this Ordinance and other Township ordinances. Applications found to be incomplete or inaccurate shall be returned to the applicant without further consideration.
3. Referral of a minor site plan application to the Planning Commission. Upon determination that the proposed project scope warrants a more comprehensive review under the standards for preliminary and final site plan approval applications (see Section 14.2.G. (Preliminary and Final Site Plan Approval Process), the Zoning Administrator shall return the minor site plan application to the applicant with direction to submit a preliminary site plan approval application instead. Upon determination that an element of the site plan requires a Planning Commission action prior to final administrative approval of the minor site plan, the Zoning Administrator shall forward the application materials and site plan to the Planning Commission for their review and action.
4. Zoning Administrator review and action. The Zoning Administrator shall review the application materials and site plan, shall identify and evaluate all relevant factors, and shall then take action to approve the minor site plan, to approve the minor site plan with conditions, to deny the site plan application, or to postpone further consideration of the site plan application to a date certain, as follows:
 - a. Approval. The Zoning Administrator shall approve the minor site plan upon determination that it fully satisfies all applicable standards of Section 14.2.S. (Standards for Site Plan Approval).
 - b. Approval with conditions. The Zoning Administrator may approve the minor site plan subject to any conditions necessary to address necessary modifications; ensure that public services and facilities can accommodate the proposed use; protect significant natural resources or site features; ensure compatibility with adjacent land uses; or otherwise meet the intent and purposes of this Ordinance.
 - c. Postponement. Upon determination that the site plan is not sufficiently complete for approval or denial, or upon request by the applicant, the Zoning Administrator may postpone until a date certain further consideration with direction given to the applicant of the deadline date and any details or revisions needed prior to further review and action.
 - d. Denial. Upon determination that the minor site plan does not comply with applicable requirements and standards of this Ordinance and other Township ordinances, or would require extensive revisions to comply with such requirements, it shall be denied.
5. Recording of minor site plan action. The Zoning Administrator shall promptly notify the applicant of the final action on the minor site plan and update the Township's record for the application. If the minor site plan is denied, a written record shall be provided to the applicant listing the findings of fact and conclusions or reasons for denial.

PART THREE – Delete and Replace Section 12.5 (Nonconforming Sites)

The text of Section 12.5 (Nonconforming Sites) is hereby deleted and replaced in its entirety to add authority for the Zoning Administrator to apply this section to minor site plans subject to administrative approval, as follows:

Section 12.5 Nonconforming Sites

The purpose of this Section is to encourage improvements to existing sites in the Township that were developed before the site design requirements of this Ordinance were established or amended. This Section establishes requirements for prioritizing improvements to existing nonconforming sites that are intended to gradually bring the site into compliance with current Ordinance requirements. Nonconforming sites may be improved or modified without a complete upgrade of all site elements, subject to the following conditions:

- A. A nonconforming site shall not be improved or modified in a manner that increases its nonconformity.
- B. The proposed site improvements shall address public health, safety, and welfare by resolving public safety deficiencies and pedestrian/vehicle conflicts and improving emergency access.
- C. The proposed site improvements shall include at least three (3) of the following, as accepted by the Planning Commission for preliminary and final site plan approval applications, or by the Zoning Administrator for minor site plan applications:
 - 1. Preservation of natural resources or historical site features.
 - 2. Pedestrian access improvements.
 - 3. Vehicular access and circulation improvements.
 - 4. Building design or exterior facade improvements.
 - 5. Off-street parking or loading improvements.
 - 6. Landscaping improvements.
 - 7. Screening and buffering improvements.
 - 8. Exterior lighting improvements.
 - 9. Drainage and stormwater management improvements.
- D. Clean up or restoration of a blighted site, removal of contaminated soil, or similar environmental improvements.
- E. The scope of any additional site improvements requested by the Planning Commission, or by the Zoning Administrator for minor site plan applications, shall be in reasonable proportion to the scale and construction cost of proposed building improvements, expansions, or other improvements.
- F. A reasonable timeline for completion of site improvements to an existing nonconforming site may be approved as part of any plan approval. Failure to complete improvements in accordance with an approved timeline shall be deemed a violation of this Ordinance.

PART FOUR – Repeal

All ordinances or parts of ordinances in conflict with the provisions of this amendatory ordinance, except as herein provided, are hereby repealed only to the extent necessary to give this amendatory ordinance full force and effect.

PART FIVE – Severability

If any section, subsection, clause, phrase or portion of this amendatory ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portion thereof.

PART SIX – Publication

The Clerk for the Charter Township of Union shall cause this amendatory ordinance to be published in the manner required by law.

PART SEVEN – Effective Date

This amendatory ordinance was approved and adopted by the Charter Township of Union Board of Trustees, Isabella County, Michigan, on _____, 2024, after initiation and a public hearing by the Planning Commission on September 17, 2024 as required pursuant to the Michigan Public Act 110 of 2006, as amended, and after introduction and a first reading by the Board of Trustees on _____, 2024 and publication after such first reading as required by Michigan Act 359 of 1947, as amended. This amendatory ordinance shall be effective on _____, 2024, which date is more than seven days after publication of the ordinance as is required by Section 401(6) of Act 110 of 2006, as amended, provided that this effective date shall be extended as necessary to comply with the requirements of Section 402 of Act 110 of 2006, as amended.

The following Board of Trustees goals are addressed in this review (From Policy 1.0: Global End)

- Community well-being and common good

COSTS

Not applicable

PROJECT TIME TABLE

If authorization is granted to change the severance payment, the Township Manager will update the Standard Department Director At-Will Employment Agreement.

RESOLUTION

Be it resolved that the Board of Trustees approves authorizing the Township Manager to amend the Standard Department Director At-will Employment Agreement by increasing the severance payment to four (4) months from the current three (3) months.

Standard Department Director At-Will Employment Agreement

This At-Will Employment Agreement is entered into as of the date of the last signature affixed hereto, by and between Charter Township of Union ("Employer"), and John A. Doe ("Employee").

In consideration of the mutual promises and covenants set forth herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, Employer and Employee hereby agree as follows:

1. Position of Employment. The Employer will employ the Employee in the position of [title] and, in that position, the Employee will report to the Township Manager. The Township Manager retains the right to change Employee's title, duties, and reporting relationships as may be determined to be in the best interests of the Employer; provided, however, that any such change in Employee's duties shall be consistent with Employee's training, experience, and qualifications.

The terms and conditions of the Employee's employment shall, to the extent not addressed or described in this Employment Agreement, be governed by Employer's Policies and Procedures and existing practices. In the event of a conflict between this Employment Agreement and the Policies and Procedures or existing practices, the terms of this Agreement shall govern.

2. Term of Employment. Employee's at-will employment with the Charter Township of Union shall begin on the date of this Agreement and shall continue indefinitely on an "at will" basis subject to the provisions of paragraph 5 regarding Termination of Employment.
3. Compensation and Benefits.
 - a. Base Salary. Employee shall be paid a base salary of \$_____ annually ("Base Salary"), subject to applicable federal, state, and local withholding, such Base Salary to be paid to Employee in the same manner and on the same payroll schedule in which all Charter Township of Union employees receive payment. Any increases in Employee's compensation and benefit package for years beyond the first year of Employee's employment shall be in the sole discretion of the Township Manager, and nothing herein shall be deemed to require any such increase.
 - b. Incentive and Deferred Compensation. Employee shall be eligible to participate in a deferred compensation programs available to Department Directors of Charter Township of Union, such participation to be in the same form, under the same terms, and to the same extent that such programs are made available to other employees.
 - c. Employee Benefits. Employee shall be eligible to participate in all employee benefit plans, policies, programs, or perquisites in which other Charter Township of Union employees participate.
4. Duties and Performance. The Employer acknowledges that the Employee possesses a unique set of skills, abilities, and experiences which will benefit the Employer. The

Employee both acknowledges and agrees that continued employment with the Employer is contingent upon the successful performance of the duties of the position as noted above, or in such other position to which he may be assigned. Employee also acknowledges and agrees that employment is "at will" and may be terminated any time by either party with or without cause subject to the provisions of Paragraph 5 regarding Termination of Employment.

a. General Duties.

- i. Employee shall render to the very best of Employee's ability services to and on behalf of the Employer and shall undertake diligently all duties as assigned to the employee by the Township Manager.
- ii. Employee shall devote full time, energy, and skill to the performance of the services in which the Employer is engaged, at such time and place as the Employer may direct. Employee shall not undertake the performance of services for compensation (actual or expected) for any other entity without the express written agreement of the Township Manager.
- iii. Employee shall faithfully and industriously assume and perform with skill, care, diligence, and attention all responsibilities and duties of the position as noted above or in such other position to which the Employee may be assigned.
- iv. Employee shall have no authority to enter into any contracts binding upon the Employer, or to deliberately create any obligations on the part of the Employer, except as may be specifically authorized by the Township Manager or Employer policies.

b. Specific Duties. See attached job description.

5. Termination of Employment. Employee's employment with the Employer may be terminated, in accordance with any of the following provisions:

- a. Termination by Employee. The Employee may terminate their employment at any time by giving a minimum of 30 calendar days' notice in writing to the Township Manager. During the notice period, Employee must fulfill all of the Employee's duties and responsibilities set forth above and must use their best efforts to train and support any replacement employee as assigned by the Township Manager. Failure to comply with this requirement may result in Termination for Cause as described below, but otherwise Employee's salary and benefits will remain unchanged during the notification period. The Township Manager may, in its sole discretion, provide Employee's salary and benefits pay in the amount of the remaining notice period in lieu of actual employment, and nothing herein shall require Employer to maintain Employee in active employment for the duration of the notice period.
 - i. If notice is provided for as described above, the Employee will receive (1) a vacation bank balance payment at the then current rate of pay and the current years vacation accruals not yet posted to the vacation bank; (2) a personal leave bank balance payment at the then current rate of pay; and

(3) one-half (1/2) of sick leave bank balance payment at the then current rate of pay.

- b. Termination by the Employer Without Cause. Township Manager may terminate Employee's employment at any time during the course of their employment agreement by providing written notice. If the employee has worked for at least three (3) years and if terminated without cause, the Employee will receive the following payment(s) and benefits:

- i. Severance payment equal to ~~three (3)~~ four (4) months of pay at the Employee's then current rate of pay. This payment will be made in the same manner and at the same time as regular payroll payments are made.
- ii. During the covered period of the severance payment, the Employee will also receive Continuation of Group Plan Coverage under COBRA for health care, dental and vision benefits which are in effect at the time of employment termination as long as the Employee continues to make employee contributions for these benefits in effect at the time of termination.
 1. The Employee, spouse, and dependent children are solely responsible for payment of the related premiums for COBRA continuation coverage, except that to the extent Employee, Employee's spouse, or Employee's dependent children timely elect COBRA continuation coverage, the Employer will pay the premiums for the COBRA continuation coverage elected for the Employee, Employee's spouse, and dependent children until the earlier of (a) the severance payment period expires or (b) the expiration or termination of COBRA continuation coverage. The Employer's obligation under this Section to pay premiums is conditioned on the Employee's timely written notice to Employer of (a) the election of COBRA continuation coverage, (b) the premium amounts and premium payment due dates, (c) any change to premium amounts, and (d) the party to which premium payments are to be made. Employer is not responsible for any loss or termination of COBRA coverage due to Employee's failure to timely notify Employer in writing of the election, premium amount, changes to premium amounts, premium payment due dates, or the party to which premium payments are to be made.
- iii. The Employee shall also be entitled to receive (1) a vacation bank balance payment at the then current rate of pay and the current years vacation accruals not yet posted to the vacation bank; (2) a personal leave bank balance payment at the then current rate of pay; and (3) one-half (1/2) of sick leave bank balance payment at the then current rate of pay.
- iv. The severance payments and benefits referenced in Section 5b(i-iii) of this Agreement are conditioned upon your execution of an Employment

Separation and Release Agreement, in substantially the same form as attached.

- c. Termination by the Employer for Cause. The Employer may, at any time and without notice, terminate the Employee for "cause", which shall include but not be limited to termination based on any of the following grounds. The Employee shall be entitled to receive: (1) a vacation bank balance payment at the then current rate of pay and; (2) payment of the current year's vacation accruals not yet posted to the vacation bank. The employee will not be entitled to any other additional payments if terminated for cause.
 - i. Failure to perform the duties of the Employee's position in a satisfactory manner.
 - ii. Fraud, misappropriation, embezzlement or acts of similar dishonesty.
 - iii. Illegal use of drugs, marijuana or use of alcohol in the workplace.
 - iv. Intentional and willful misconduct that may subject the Employer to criminal or civil liability.
 - v. Breach of the Employee's duty of loyalty to the Employer.
 - vi. Willful violation of Employer policies and procedures.
 - vii. Breach of any of the material terms of this Agreement.
 - viii. Insubordination or deliberate refusal to follow the lawful instructions of the Township Manager.
- 6. Expenses. The Employer shall pay or reimburse Employee for any expenses reasonably incurred in furtherance of the duties assigned per this Employment Agreement, including expenses for travel, meals, and hotel accommodations, subject to submission by the Employee of vouchers or receipts maintained and provided to the Employer in compliance with such rules and policies relating thereto as the Employer may from time to time adopt.
- 7. [To be used for "special provision" e.g., new employee is a consultant that needs to clean up tasks under existing contract]
- 8. General Provisions.
 - a. Notices. All notices and other communications required or permitted by this Agreement to be delivered by the Employer or Employee to the other party shall be delivered via electronic notification, in person, in writing to the address shown below or, to such other address as the party may from time to time advise the other party:

CHARTER TOWNSHIP OF UNION:
CHARTER TOWNSHIP OF UNION
2010 S. Lincoln Rd.
Mt Pleasant, MI 48858

Attention: Township Manager

Employee:

John A. Doe

[Street]

[City, State ZIP]

- b. Amendments and Termination; Entire Agreement. Subject to the termination of employment provisions in Paragraph 5, this Agreement shall not be amended or terminated except by a writing executed by all of the parties hereto. This Agreement constitutes the entire agreement of Employer and Employee relating to the subject matter hereof and supersedes all prior oral and written understandings and agreements relating to such subject matter.
- c. Any controversy, dispute or claim arising out of or relating to whether termination is with or without cause under the terms of this Agreement or arising out of any alleged breach of this Agreement shall be resolved by arbitration administered by the American Arbitration Association under its Employment Arbitration Rules & Mediation Procedures. Judgment on the award rendered by the arbitrator may be entered in any court having jurisdiction.
- d. Successors and Assigns. The rights and obligations of the parties hereunder are not assignable to another person without prior written consent.
- e. Severability; Provisions Subject to Applicable Law. All provisions of this Agreement shall be applicable only to the extent that they do not violate any applicable law and are intended to be limited to the extent necessary so that they will not render this Agreement invalid, illegal, or unenforceable under any applicable law. If any provision of this Agreement or any application thereof shall be held to be invalid, illegal, or unenforceable, the validity, legality, and enforceability of other provisions of this Agreement or of any other application of such provision shall in no way be affected thereby.
- f. Definitions; Headings; and Number. A term defined in any part of this Employment Agreement shall have the defined meaning wherever such term is used herein. The headings contained in this Agreement are for reference purposes only and shall not affect in any manner the meaning or interpretation of this Employment Agreement. Where appropriate to the context of this Agreement, use of the singular shall be deemed also to refer to the plural, and use of the plural to the singular.
- g. Governing Laws and Forum. This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Michigan. The parties hereto further agree that any action brought to enforce any right or obligation under this Agreement shall be subject to the exclusive jurisdiction of the courts of the State of Michigan.

IN WITNESS WHEREOF, the Charter Township of Union and Employee have executed and delivered this Agreement as of the date written below.

John A. Doe

CHARTER TOWNSHIP OF UNION

By: _____

Print Name: _____

Title: _____

Date: _____

Charter Township of Union

To: Township Board of Trustees
From: Sherrie Teall, Finance Director
Subject: Policy Governance Review
Date: October 17, 2024

Policy Review: 2.5 Financial Condition and Activities
Type of Review: Internal
Review Interval: Quarterly
Review Month: October, 2024

Policy Wording

With respect to the actual, ongoing financial condition and activities, the Township Management Team shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from board priorities established in End policies.

Further, without limiting the scope of the foregoing by this enumeration, he or she shall not:

2.5.1 Expend more funds than have been received in the fiscal year to date unless the debt guideline (below) is met.

2.5.1 .1 Indebt the organization in an amount greater than can be repaid by certain, otherwise unencumbered revenues within 60 days.

2.5.2 Use any long-term reserves except for purposes and amounts specifically released by the Board.

2.5.3 Conduct interfund shifting in amounts greater than can be restored to a condition of discrete fund balances by certain, otherwise unencumbered revenues within 30 days.

2.5.4 Fail to settle payroll and debts in a timely manner.

2.5.5 Allow tax payments or other government ordered payments or filings to be overdue or inaccurately filed.

2.5.6 Make a single unbudgeted emergency purchase or commitment, to maintain township operations, of greater than \$10,000 for the Township Hall and/or \$50,000 for the water and sewer systems.

2.5.7 Make a single purchase or commitment of greater than \$20,000. Purchases over \$10,000 shall not be made without timely notification to the Board.

2.5.8 Acquire, encumber or dispose of real property.

2.5.9 Fail to aggressively pursue receivables after a reasonable grace period.

2.5.10 Fail to maintain an adequate level of cash flow.

Manager Interpretation

Township Manager interprets this policy to indicate that there will be no expenditures made or incurred that will exceed the expenditures budgeted for that current year unless it is an emergency purchase as outlined in 2.5.6. The manager shall also not make a single purchase or commitment (unless it falls under 2.5.6) of greater than \$10,000 or inform the board of purchases over \$5,000 unless the purchase is for materials or services needed for normal operations of township facilities.

Furthermore, all tax payments to other governmental entities are paid according to state statute, payroll is paid bi-weekly, and accounts payable invoices are processed and ready for board approval as soon as they are received, verified, and coded for payment.

Justification for Reasonability

The interpretations are reasonable in that when the budget is approved by the Board of Trustees, it is left to the management team to operate within the guidelines established and to follow all state and federal statutes. The Township Board is to function as a policy making body and the management team is to function as implementer of that policy as indicated in the approved budget.

Attachments from BS&A system include General Fund departmental revenue and expenditure reports, special revenue fund and enterprise fund revenue and expenditure reports.

Data

- Expenditures support Global Ends Policies
- No new debts were acquired in the 3rd Quarter 2024
- No long-term General Fund reserves have been used for several years
- All payroll was paid timely in July, August, and September, 2024
- All payroll taxes and benefits were paid on schedule and on time
- All purchases greater than \$10,000 were approved by the Board of Trustees prior to making a purchase with the exception of the following:
 - None
- No real property was acquired or disposed of without approval from the Board
- All receivables are pursued on a regular basis
- All funds have a reasonable amount of cash flow, which enables timely payment of payroll and bills.

Compliance

In compliance with policy as stated.

User: SHERRIE

PERIOD ENDING 09/30/2024

DB: Union

% Fiscal Year Completed: 74.86

ACCOUNT	DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
		12/31/2023	ORIGINAL	2024	09/30/2024	
		RMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	RMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000 - NONE						
402.000	CURRENT PROPERTY TAX	329,726.59	353,000.00	349,700.00	349,775.17	100.02
402.100	PRIOR YEARS PROPERTY TAXES	2,524.81	0.00	0.00	0.00	0.00
404.000	425 AGREEMENT	165.03	100.00	100.00	88.76	88.76
412.000	DELQ PERSONAL PROPERTY TAXES	621.62	600.00	600.00	270.09	45.02
414.000	PROPERTY TAX REFUNDS-MTT	(43.15)	(5,000.00)	(5,000.00)	(281.04)	5.62
432.000	PILOT TAX	1,832.90	2,000.00	2,000.00	0.00	0.00
434.000	MOBILE HOME PARK TAX	3,244.00	3,400.00	3,400.00	2,284.00	67.18
445.000	INTEREST ON TAXES	25.71	500.00	500.00	118.87	23.77
445.100	3% OR 4% PENALTY ON TAX	15,654.90	6,000.00	12,500.00	12,778.43	102.23
447.000	ADMIN FEE-PROPERTY TAX	168,549.10	170,000.00	170,000.00	173,312.66	101.95
447.001	ADMIN FEES-REFUNDS MTT BOR	(170.23)	(1,000.00)	(1,000.00)	(181.23)	18.12
447.050	ADMIN FEE-STATE EDUC TAX(SET)	7,705.00	7,700.00	7,700.00	7,625.00	99.03
447.100	ADMIN FEE-PRIOR YEARS	1,258.06	200.00	200.00	82.68	41.34
467.000	REVENUE-STREET LIGHTS SPEC ASSESS	19,979.75	19,000.00	20,150.00	9,146.58	45.39
476.000	BUILDING PERMITS	219,073.25	75,000.00	75,000.00	52,201.50	69.60
476.500	ZONING PERMITS	15,845.00	18,000.00	18,000.00	5,970.00	33.17
477.000	CABLE TV FRANCHISE FEES	96,904.78	100,000.00	80,000.00	62,696.07	78.37
478.000	DOG LICENSE REVENUE	(35.00)	100.00	100.00	65.00	65.00
539.000	STATE GRANTS	0.00	975,000.00	975,000.00	36,958.41	3.79
573.000	STATE AID REVENUE-LCSA	4,640.65	4,500.00	5,700.00	5,712.33	100.22
574.000	STATE REVENUE SHARING	1,313,467.00	1,280,000.00	1,320,000.00	879,955.00	66.66
574.100	LIQUOR STATE REVENUE SHARING	12,890.90	13,800.00	13,800.00	14,114.10	102.28
574.200	METRO ACT REVENUE SHARING-LCSA	12,027.88	12,000.00	9,000.00	8,964.44	99.60
576.000	STATE GRANTS - SPECIAL ELECTION REIMB	0.00	0.00	20,600.00	0.00	0.00
582.000	CONTRIBUTION FROM TRIBE	0.00	0.00	125,250.00	125,251.77	100.00
626.000	LAND DIVISIONS/ZONING REVIEW FEES	2,425.00	2,000.00	2,000.00	1,400.00	70.00
628.000	RENTAL INSPECTION FEES	95,342.00	103,000.00	103,000.00	110,005.00	106.80
637.000	APPLICATION FEES	750.00	500.00	500.00	0.00	0.00
637.500	WEED ABATEMENT SERVICES	0.00	1,000.00	1,000.00	488.75	48.88
651.000	USE FEES-BASEBALL FIELDS	520.00	500.00	500.00	1,080.00	216.00
655.000	FINES & FORFEITURES	930.00	800.00	3,000.00	5,680.00	189.33
665.000	INTEREST EARNED	264,937.23	200,000.00	300,000.00	295,410.78	98.47
667.000	RENT - JAMESON HALL	7,025.00	8,000.00	8,000.00	8,250.00	103.13
667.100	RENT - McDONALD PARK PAVILION	1,416.00	1,500.00	1,500.00	1,590.00	106.00
667.200	RENT - JAMESON PAVILION	1,308.00	1,500.00	1,500.00	1,300.00	86.67
671.000	LEASES	900.00	900.00	900.00	900.00	100.00
672.000	OTHER REVENUE	319.23	5,000.00	5,000.00	1,291.92	25.84
673.000	GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS	5,500.00	5,000.00	0.00	0.00	0.00
681.000	ELECTION FILING FEES	0.00	0.00	700.00	700.00	100.00
685.000	OPIOID SETTLEMENT REVENUE	97.21	0.00	0.00	80.94	100.00
687.000	REFUNDS & REBATES	489.91	500.00	500.00	0.00	0.00
Total Dept 000 - NONE		2,607,848.13	3,365,100.00	3,631,400.00	2,175,085.98	59.90
Dept 930 - TRANSFER IN						
699.285	TRANSFER IN FROM ARPA FUND	7,012.64	0.00	0.00	0.00	0.00
Total Dept 930 - TRANSFER IN		7,012.64	0.00	0.00	0.00	0.00
TOTAL REVENUES		2,614,860.77	3,365,100.00	3,631,400.00	2,175,085.98	59.90
Expenditures						
Dept 101 - TRUSTEES						
702.000	SALARIES & WAGES	29,196.27	30,200.00	30,200.00	21,922.96	72.59
707.000	PER MEETING	1,975.00	4,000.00	4,000.00	1,700.00	42.50
710.000	EMPLR FICA CONTR	1,985.32	2,108.00	2,108.00	1,464.64	69.48
711.000	EMPLR MEDICARE CONTR	464.29	500.00	500.00	342.53	68.51
724.000	WORKER'S COMP	13.17	32.00	32.00	13.27	41.47
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,507.50	4,300.00	4,300.00	3,507.50	81.57
860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	500.00	500.00	0.00	0.00
955.000	MISC.	86.52	250.00	250.00	0.00	0.00
957.000	PROFESSIONAL DEVELOPMENT	114.00	1,000.00	1,000.00	826.67	82.67
957.100	SEMINAR LODGING	0.00	500.00	500.00	0.00	0.00
957.200	SEMINAR MEALS	0.00	250.00	250.00	0.00	0.00
957.300	MEMBERSHIP & DUES	19,633.41	20,000.00	20,000.00	19,205.87	96.03
Total Dept 101 - TRUSTEES		56,975.48	63,640.00	63,640.00	48,983.44	76.97
Dept 171 - SUPERVISOR						
702.000	SALARIES & WAGES	6,250.12	6,250.00	6,250.00	4,567.38	73.08
707.000	PER MEETING	1,575.00	1,400.00	1,400.00	625.00	44.64
710.000	EMPLR FICA CONTR	485.25	475.00	475.00	321.99	67.79

User: SHERRIE

PERIOD ENDING 09/30/2024

DB: Union

% Fiscal Year Completed: 74.86

ACCOUNT	DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
		12/31/2023	ORIGINAL	2024	09/30/2024	
		RMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	RMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
711.000	EMPLR MEDICARE CONTR	113.57	112.00	112.00	75.37	67.29
724.000	WORKER'S COMP	7.16	10.00	10.00	4.55	45.50
767.000	UNIFORMS	0.00	100.00	100.00	0.00	0.00
860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	350.00	350.00	0.00	0.00
957.000	PROFESSIONAL DEVELOPMENT	43.00	500.00	500.00	275.57	55.11
957.200	SEMINAR MEALS	0.00	100.00	100.00	0.00	0.00
Total Dept 171 - SUPERVISOR		8,474.10	9,297.00	9,297.00	5,869.86	63.14
Dept 172 - TWP MANAGER						
702.000	SALARIES & WAGES	36,824.32	40,250.00	40,250.00	29,329.26	72.87
702.600	CAR ALLOWANCE	3,600.00	3,600.00	3,600.00	2,400.00	66.67
710.000	EMPLR FICA CONTR	2,480.60	2,700.00	2,700.00	1,898.26	70.31
711.000	EMPLR MEDICARE CONTR	580.15	630.00	630.00	444.02	70.48
711.500	UNEMPLOYMENT	16.85	47.00	47.00	16.59	35.30
716.000	EMPLR RETIREMENT CONTR	3,646.63	4,170.00	4,170.00	3,014.34	72.29
718.500	HEALTH INSURANCE	8,543.97	8,600.00	8,600.00	6,907.59	80.32
718.700	HEALTH INS-EE CONTRIBUTIONS	(354.64)	(380.00)	(380.00)	(291.70)	76.76
719.000	DENTAL INSURANCE	186.46	185.00	185.00	139.42	75.36
719.800	VISION INSURANCE	54.50	52.00	52.00	40.02	76.96
719.900	VISION INS-EE CONTRIBUTIONS	(27.27)	(26.00)	(26.00)	(20.03)	77.04
724.000	WORKER'S COMP	69.98	75.00	75.00	52.91	70.55
725.000	LIFE & DISABILITY BENEFIT	135.70	150.00	150.00	100.78	67.19
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	18,010.00	4,000.00	4,700.00	4,700.00	100.00
852.000	CONTRIBUTION TO CABLE CONSORTIUM	38,761.92	42,000.00	42,000.00	17,078.42	40.66
880.000	COMMUNITY PROMOTION	8,891.61	8,000.00	9,000.00	8,800.00	97.78
916.000	SUBSCRIPTIONS & PUBLICATIONS	1,244.47	800.00	800.00	575.64	71.96
955.000	MISC.	537.70	300.00	300.00	153.00	51.00
957.000	PROFESSIONAL DEVELOPMENT	741.52	1,000.00	1,000.00	61.20	6.12
957.100	SEMINAR LODGING	176.32	500.00	500.00	0.00	0.00
957.200	SEMINAR MEALS	95.02	100.00	100.00	206.20	206.20
957.300	MEMBERSHIP & DUES	75.00	600.00	600.00	0.00	0.00
980.000	NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	0.00
Total Dept 172 - TWP MANAGER		124,290.81	117,853.00	119,553.00	75,605.92	63.24
Dept 191 - ACCOUNTING/GEN ADMIN						
702.000	SALARIES & WAGES	121,128.55	137,900.00	110,400.00	63,758.42	57.75
702.500	OVERTIME	4,674.86	6,500.00	6,500.00	3,003.36	46.21
702.700	LUMP SUM IN LIEU OF STEP	0.00	800.00	800.00	0.00	0.00
705.000	LEAVE TIME PAYOUT	1,606.25	0.00	0.00	0.00	0.00
710.000	EMPLR FICA CONTR	7,417.59	9,000.00	9,296.00	3,903.23	41.99
711.000	EMPLR MEDICARE CONTR	1,734.89	2,006.00	1,628.00	912.87	56.07
711.500	UNEMPLOYMENT	111.53	333.00	333.00	101.25	30.41
716.000	EMPLR RETIREMENT CONTR	617.41	13,720.00	11,100.00	6,342.41	57.14
718.500	HEALTH INSURANCE	51,995.65	60,040.00	47,200.00	29,684.84	62.89
718.700	HEALTH INS-EE CONTRIBUTIONS	(5,277.22)	(6,506.00)	(5,000.00)	(3,212.31)	64.25
719.000	DENTAL INSURANCE	2,634.45	2,975.00	2,475.00	1,628.74	65.81
719.800	VISION INSURANCE	641.36	722.00	580.00	325.53	56.13
719.900	VISION INS-EE CONTRIBUTIONS	(320.68)	(361.00)	(290.00)	(162.76)	56.12
724.000	WORKER'S COMP	219.03	240.00	193.00	109.57	56.77
725.000	LIFE & DISABILITY BENEFIT	715.87	825.00	600.00	348.56	58.09
752.000	OFFICE SUPPLIES	1,411.79	3,000.00	3,000.00	2,958.61	98.62
767.000	UNIFORMS	0.00	300.00	300.00	0.00	0.00
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	2,462.13	2,000.00	42,000.00	41,968.23	99.92
801.020	EXTERNAL AUDIT	20,165.00	21,000.00	24,500.00	24,535.00	100.14
851.000	MAIL/POSTAGE	6,843.21	8,000.00	8,000.00	6,435.06	80.44
860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	1,003.08	500.00	500.00	367.98	73.60
900.000	PRINTING & PUBLISHING	373.00	1,500.00	1,500.00	1,261.00	84.07
955.000	MISC.	48.60	200.00	200.00	32.94	16.47
955.001	BANK FEES	221.00	250.00	250.00	377.00	150.80
957.000	PROFESSIONAL DEVELOPMENT	2,118.94	4,000.00	4,000.00	919.00	22.98
957.100	SEMINAR LODGING	565.72	1,500.00	1,500.00	0.00	0.00
957.200	SEMINAR MEALS	54.66	200.00	200.00	0.00	0.00
957.300	MEMBERSHIP & DUES	229.00	800.00	800.00	329.76	41.22
980.000	NEW OFFICE EQUIPMENT & FURNITURE	1,007.50	1,000.00	1,000.00	1,189.00	118.90
980.100	NEW COMPUTER HARDWARE & SOFTWARE	0.00	500.00	500.00	0.00	0.00
Total Dept 191 - ACCOUNTING/GEN ADMIN		224,403.17	272,944.00	274,065.00	187,117.29	68.27
Dept 215 - CLERK						
702.000	SALARIES & WAGES	28,038.50	32,500.00	39,500.00	31,593.87	79.98
707.000	PER MEETING	225.00	2,000.00	2,000.00	0.00	0.00
710.000	EMPLR FICA CONTR	1,758.54	2,200.00	2,600.00	1,958.82	75.34

User: SHERRIE

PERIOD ENDING 09/30/2024

DB: Union

% Fiscal Year Completed: 74.86

ACCOUNT	DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
		12/31/2023	ORIGINAL	2024	09/30/2024	
		RMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	RMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
711.000	EMPLR MEDICARE CONTR	411.28	520.00	600.00	458.10	76.35
724.000	WORKER'S COMP	30.03	40.00	40.00	36.91	92.28
752.000	OFFICE SUPPLIES	0.00	500.00	500.00	0.00	0.00
754.000	OPERATING SUPPLIES	1,061.52	1,000.00	1,000.00	491.51	49.15
860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	300.00	300.00	0.00	0.00
900.000	PRINTING & PUBLISHING	2,984.19	2,500.00	2,500.00	758.81	30.35
957.000	PROFESSIONAL DEVELOPMENT	50.00	100.00	100.00	0.00	0.00
957.100	SEMINAR LODGING	0.00	750.00	750.00	0.00	0.00
957.200	SEMINAR MEALS	0.00	100.00	100.00	0.00	0.00
957.300	MEMBERSHIP & DUES	150.00	150.00	150.00	0.00	0.00
980.000	NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	0.00
980.100	NEW COMPUTER HARDWARE & SOFTWARE	0.00	500.00	500.00	0.00	0.00
Total Dept 215 - CLERK		34,709.06	43,660.00	51,140.00	35,298.02	69.02
Dept 228 - DATA PROCESSING, INFORMATION TECHNOLOGY						
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	50,110.21	53,560.00	64,560.00	45,729.09	70.83
950.000	HARDWARE REPLACEMENTS	11,302.97	19,200.00	19,200.00	6,884.95	35.86
Total Dept 228 - DATA PROCESSING, INFORMATION TE		61,413.18	72,760.00	83,760.00	52,614.04	62.82
Dept 253 - TREASURER						
702.000	SALARIES & WAGES	21,536.50	24,102.00	24,102.00	15,660.00	64.97
707.000	PER MEETING	0.00	500.00	500.00	0.00	0.00
710.000	EMPLR FICA CONTR	1,335.26	1,525.00	1,525.00	970.92	63.67
711.000	EMPLR MEDICARE CONTR	312.28	357.00	357.00	227.07	63.61
724.000	WORKER'S COMP	20.10	30.00	30.00	14.28	47.60
752.000	OFFICE SUPPLIES	336.96	500.00	500.00	35.98	7.20
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0.00	500.00	500.00	0.00	0.00
851.000	MAIL/POSTAGE	3,993.33	4,000.00	4,000.00	2,138.33	53.46
860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	250.00	250.00	0.00	0.00
955.000	MISC.	0.00	100.00	100.00	0.00	0.00
957.000	PROFESSIONAL DEVELOPMENT	0.00	250.00	250.00	0.00	0.00
957.300	MEMBERSHIP & DUES	99.00	100.00	100.00	0.00	0.00
980.000	NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	0.00
980.100	NEW COMPUTER HARDWARE & SOFTWARE	0.00	500.00	500.00	0.00	0.00
Total Dept 253 - TREASURER		27,633.43	33,214.00	33,214.00	19,046.58	57.35
Dept 257 - ASSESSOR						
702.000	SALARIES & WAGES	51,410.09	79,700.00	90,300.00	59,683.13	66.09
707.000	PER DIEM	2,000.00	4,125.00	4,125.00	2,250.00	54.55
710.000	EMPLR FICA CONTR	3,204.82	5,120.00	5,800.00	3,788.66	65.32
711.000	EMPLR MEDICARE CONTR	749.52	1,200.00	1,375.00	886.06	64.44
711.500	UNEMPLOYMENT	47.50	143.00	300.00	53.71	17.90
716.000	EMPLR RETIREMENT CONTR	4,569.94	7,570.00	7,570.00	5,531.08	73.07
718.500	HEALTH INSURANCE	15,925.52	25,724.00	25,724.00	19,485.36	75.75
718.700	HEALTH INS-EE CONTRIBUTIONS	(619.65)	(1,135.00)	(1,135.00)	(824.04)	72.60
719.000	DENTAL INSURANCE	349.23	550.00	550.00	393.69	71.58
719.800	VISION INSURANCE	96.00	152.00	152.00	106.74	70.22
719.900	VISION INS-EE CONTRIBUTIONS	(48.00)	(76.00)	(76.00)	(53.39)	70.25
724.000	WORKER'S COMP	152.23	226.00	226.00	165.67	73.31
725.000	LIFE & DISABILITY BENEFIT	149.50	400.00	400.00	269.10	67.28
754.000	OPERATING SUPPLIES	312.60	500.00	500.00	184.09	36.82
759.000	GAS/FUEL	0.00	0.00	0.00	75.00	100.00
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	30,125.00	10,000.00	17,000.00	27,090.69	159.36
850.000	COMMUNICATIONS	509.52	550.00	550.00	382.14	69.48
851.000	MAIL/POSTAGE	2,214.00	2,800.00	2,800.00	1,962.83	70.10
900.000	PRINTING & PUBLISHING	1,955.04	2,000.00	2,000.00	646.32	32.32
916.000	SUBSCRIPTIONS & PUBLICATIONS	278.00	0.00	1,700.00	1,251.00	73.59
955.000	MISC.	464.21	500.00	500.00	267.24	53.45
957.000	PROFESSIONAL DEVELOPMENT	300.00	500.00	500.00	996.88	199.38
957.300	MEMBERSHIP & DUES	0.00	1,700.00	1,700.00	0.00	0.00
980.000	NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	0.00
980.100	NEW COMPUTER HARDWARE & SOFTWARE	2,190.00	500.00	500.00	0.00	0.00
Total Dept 257 - ASSESSOR		116,335.07	143,249.00	163,561.00	124,591.96	76.17
Dept 262 - ELECTIONS						
702.000	SALARIES & WAGES	237.00	3,000.00	3,000.00	405.92	13.53
702.200	ELECTION WORKERS	0.00	30,000.00	30,000.00	10,781.50	35.94
702.500	OVERTIME	0.00	0.00	0.00	18,051.00	100.00
710.000	EMPLR FICA CONTR	14.69	200.00	200.00	24.50	12.25

ACCOUNT	DESCRIPTION	END BALANCE	2024		YTD BALANCE	
		12/31/2023	ORIGINAL	2024	09/30/2024	% BDGT
		RMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	RMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
711.000	EMPLR MEDICARE CONTR	3.44	40.00	40.00	5.74	14.35
711.500	UNEMPLOYMENT	0.00	400.00	400.00	13.15	3.29
716.000	EMPLR RETIREMENT CONTR	0.00	200.00	200.00	40.31	20.16
718.500	HEALTH INSURANCE	0.00	600.00	600.00	200.92	33.49
718.700	HEALTH INS-EE CONTRIBUTIONS	0.00	(100.00)	(100.00)	(23.71)	23.71
719.000	DENTAL INSURANCE	0.00	50.00	50.00	10.97	21.94
719.800	VISION INSURANCE	0.00	15.00	15.00	3.22	21.47
719.900	VISION INS-EE CONTRIBUTIONS	0.00	(7.00)	(7.00)	(1.61)	23.00
724.000	WORKER'S COMP	0.40	20.00	20.00	2.71	13.55
725.000	LIFE & DISABILITY BENEFIT	0.00	20.00	20.00	3.23	16.15
754.000	OPERATING SUPPLIES	2,781.01	8,000.00	8,000.00	4,245.88	53.07
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	2,220.00	10,000.00	12,000.00	15,877.24	132.31
851.000	MAIL/POSTAGE	1,396.89	9,000.00	9,000.00	3,639.94	40.44
860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	150.00	150.00	99.16	66.11
900.000	PRINTING & PUBLISHING	0.00	1,600.00	1,600.00	0.00	0.00
955.000	MISC.	0.00	600.00	600.00	167.89	27.98
957.000	PROFESSIONAL DEVELOPMENT	0.00	250.00	250.00	0.00	0.00
Total Dept 262 - ELECTIONS		6,653.43	64,038.00	66,038.00	35,515.37	53.78
Dept 265 - BUILDING & GROUNDS						
702.000	SALARIES & WAGES	674.56	1,200.00	1,200.00	524.80	43.73
710.000	EMPLR FICA CONTR	39.93	70.00	70.00	31.66	45.23
711.000	EMPLR MEDICARE CONTR	9.34	20.00	20.00	7.41	37.05
711.500	UNEMPLOYMENT	0.78	10.00	10.00	1.25	12.50
716.000	EMPLR RETIREMENT CONTR	60.70	100.00	100.00	49.86	49.86
718.500	HEALTH INSURANCE	235.32	500.00	500.00	100.42	20.08
718.700	HEALTH INS-EE CONTRIBUTIONS	(26.50)	(40.00)	(40.00)	(10.26)	25.65
719.000	DENTAL INSURANCE	11.37	40.00	40.00	3.81	9.53
719.800	VISION INSURANCE	2.61	10.00	10.00	0.00	0.00
719.900	VISION INS-EE CONTRIBUTIONS	(1.32)	0.00	0.00	0.00	0.00
724.000	WORKER'S COMP	3.90	30.00	30.00	2.72	9.07
725.000	LIFE & DISABILITY BENEFIT	4.91	20.00	20.00	1.73	8.65
754.000	OPERATING SUPPLIES	2,981.38	6,500.00	6,500.00	3,020.81	46.47
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	16,780.32	23,000.00	26,500.00	12,889.80	48.64
801.003	SIDEWALK SNOWPLOWING	0.00	3,000.00	3,000.00	116.20	3.87
801.401	HALL CLEANING	6,551.68	10,000.00	10,000.00	5,170.26	51.70
850.000	COMMUNICATIONS	3,112.31	2,860.00	2,860.00	2,291.50	80.12
920.000	ELECTRIC/NATURAL GAS	11,579.67	14,000.00	14,000.00	8,333.89	59.53
920.200	WATER & SEWER CHARGES	865.50	1,000.00	1,000.00	554.16	55.42
930.200	MAINT-GROUNDS	550.21	2,500.00	2,500.00	2,215.98	88.64
930.300	MAINT-BUILDINGS	778.55	10,000.00	10,000.00	1,575.85	15.76
933.050	MAINT-EQUIPMENT	229.00	500.00	500.00	0.00	0.00
934.500	MAINT. AGREEMENT ON EQUIPMENT	4,542.84	4,500.00	4,500.00	1,574.50	34.99
940.100	POSTAGE METER LEASE	1,851.00	2,000.00	2,000.00	1,363.14	68.16
955.000	MISC.	74.00	100.00	100.00	28.00	28.00
962.000	SAFETY	0.00	600.00	600.00	521.03	86.84
963.000	PROPERTY/LIABILITY INSURANCE	15,641.87	16,500.00	19,500.00	15,361.51	78.78
Total Dept 265 - BUILDING & GROUNDS		66,553.93	99,020.00	105,520.00	55,730.03	52.81
Dept 266 - LEGAL/ATTORNEY						
826.000	LEGAL FEES	28,218.35	50,000.00	50,000.00	11,681.00	23.36
826.600	LEGAL FEES-MTT CASES	17,088.00	6,000.00	6,000.00	14,303.00	238.38
Total Dept 266 - LEGAL/ATTORNEY		45,306.35	56,000.00	56,000.00	25,984.00	46.40
Dept 371 - BUILDING INSPECTION						
702.000	SALARIES & WAGES	179,169.48	190,979.00	190,979.00	132,535.28	69.40
702.500	OVERTIME	2,661.88	2,100.00	2,100.00	1,791.57	85.31
705.000	LEAVE TIME PAYOUT	0.00	0.00	3,700.00	3,640.25	98.39
710.000	EMPLR FICA CONTR	10,505.23	11,302.00	11,302.00	8,000.03	70.78
711.000	EMPLR MEDICARE CONTR	2,456.85	2,650.00	2,650.00	1,870.98	70.60
711.500	UNEMPLOYMENT	142.50	428.00	428.00	139.65	32.63
716.000	EMPLR RETIREMENT CONTR	16,399.42	18,350.00	18,350.00	13,106.90	71.43
718.500	HEALTH INSURANCE	72,257.74	77,175.00	77,175.00	54,423.80	70.52
718.700	HEALTH INS-EE CONTRIBUTIONS	(8,922.21)	(10,212.00)	(10,212.00)	(6,863.54)	67.21
719.000	DENTAL INSURANCE	5,029.20	5,283.00	5,283.00	3,498.84	66.23
719.800	VISION INSURANCE	1,104.48	1,161.00	1,161.00	757.73	65.27
719.900	VISION INS-EE CONTRIBUTIONS	(552.24)	(581.00)	(581.00)	(378.86)	65.21
724.000	WORKER'S COMP	467.56	470.00	470.00	332.82	70.81
725.000	LIFE & DISABILITY BENEFIT	1,011.12	1,090.00	1,090.00	744.52	68.30
752.000	OFFICE SUPPLIES	114.77	500.00	500.00	20.52	4.19
754.000	OPERATING SUPPLIES	1,163.99	1,275.00	1,275.00	590.00	46.27

ACCOUNT	DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
		12/31/2023	ORIGINAL	2024	09/30/2024	
		RMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	RMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
759.000	GAS/FUEL	1,795.34	2,000.00	2,000.00	1,019.55	50.98
767.000	UNIFORMS	280.00	300.00	300.00	12.00	4.00
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	14,627.15	35,000.00	35,000.00	0.00	0.00
801.410	VEHICLE CLEANING	130.00	250.00	250.00	0.00	0.00
802.100	SOFTWARE SUPPORT/MAINTENANCE AGREEMENTS	1,671.22	2,875.00	2,875.00	2,769.37	96.33
850.000	COMMUNICATIONS	1,288.34	1,350.00	1,350.00	967.69	71.68
851.000	MAIL/POSTAGE	27.86	35.00	35.00	0.00	0.00
860.000	TRANSPORTATION/MILEAGE REIMBURSMNT	90.46	150.00	150.00	174.20	116.13
900.000	PRINTING & PUBLISHING	37.85	500.00	1,800.00	1,745.00	96.94
916.000	SUBSCRIPTIONS & PUBLICATIONS	0.00	500.00	500.00	0.00	0.00
930.000	VEHICLE REPAIRS & MAINTENANCE	232.02	1,000.00	1,000.00	21.99	2.20
957.000	PROFESSIONAL DEVELOPMENT	1,801.00	5,000.00	5,000.00	1,015.00	20.30
957.100	SEMINAR LODGING	399.30	750.00	750.00	748.98	99.86
957.200	SEMINAR MEALS	529.59	750.00	750.00	267.00	35.60
957.300	MEMBERSHIP & DUES	1,190.00	1,400.00	1,400.00	1,585.00	113.21
980.000	NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	0.00
980.100	NEW COMPUTER HARDWARE & SOFTWARE	7,059.66	500.00	1,500.00	987.72	65.85
Total Dept 371 - BUILDING INSPECTION		314,169.56	354,830.00	360,830.00	225,524.44	62.50
Dept 441 - PUBLIC WORKS						
920.000	STREET LIGHTING	25,003.31	26,000.00	29,000.00	22,210.76	76.59
956.100	DRAINS AT LARGE	25,380.13	61,000.00	26,000.00	25,905.70	99.64
959.500	CONTRIBUTIONS TO ROAD COMMISSION	263,926.29	369,000.00	483,100.00	469,612.63	97.21
967.500	SIDEWALKS AND NON MOTORIZED PATHS	51,097.55	955,000.00	270,000.00	18,687.50	6.92
Total Dept 441 - PUBLIC WORKS		365,407.28	1,411,000.00	808,100.00	536,416.59	66.38
Dept 701 - PLANNING						
702.000	SALARIES & WAGES	160,939.02	168,700.00	168,700.00	124,612.75	73.87
702.700	LUMP SUM IN LIEU OF STEP	1,711.63	4,200.00	4,200.00	0.00	0.00
707.000	PER DIEM	9,760.00	15,000.00	15,000.00	3,930.00	26.20
710.000	EMPLR FICA CONTR	9,980.00	11,584.00	11,584.00	7,438.82	64.22
711.000	EMPLR MEDICARE CONTR	2,334.08	2,709.00	2,709.00	1,739.73	64.22
711.500	UNEMPLOYMENT	98.35	303.00	303.00	106.85	35.26
716.000	EMPLR RETIREMENT CONTR	14,541.15	15,912.00	15,912.00	11,628.00	73.08
718.500	HEALTH INSURANCE	48,172.26	51,448.00	51,448.00	39,066.42	75.93
718.700	HEALTH INS-EE CONTRIBUTIONS	(5,948.14)	(6,808.00)	(6,808.00)	(4,449.06)	65.35
719.000	DENTAL INSURANCE	2,945.17	2,790.00	2,790.00	1,995.01	71.51
719.800	VISION INSURANCE	368.16	390.00	390.00	272.88	69.97
719.900	VISION INS-EE CONTRIBUTIONS	(184.08)	(194.00)	(194.00)	(136.44)	70.33
724.000	WORKER'S COMP	378.68	400.00	400.00	268.72	67.18
725.000	LIFE & DISABILITY BENEFIT	717.60	800.00	800.00	538.20	67.28
752.000	OFFICE SUPPLIES	0.00	250.00	250.00	0.00	0.00
754.000	OPERATING SUPPLIES	0.00	300.00	300.00	151.64	50.55
759.000	GAS/FUEL	62.45	600.00	600.00	83.09	13.85
767.000	UNIFORMS	42.50	200.00	200.00	38.00	19.00
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	8,156.43	165,250.00	165,250.00	2,368.33	1.43
850.000	COMMUNICATIONS	229.90	250.00	250.00	149.90	59.96
860.000	TRANSPORTATION/MILEAGE REIMBURSMNT	1,665.85	3,000.00	3,000.00	485.75	16.19
900.000	PRINTING & PUBLISHING	2,877.38	5,500.00	5,500.00	3,346.59	60.85
916.000	SUBSCRIPTIONS & PUBLICATIONS	10.00	200.00	200.00	0.00	0.00
932.000	VEHICLE REPAIRS & MAINTENANCE	726.00	1,000.00	1,000.00	0.00	0.00
940.000	LEASE/RENT	0.00	200.00	200.00	0.00	0.00
955.000	MISC.	16.00	100.00	100.00	7.75	7.75
957.000	PROFESSIONAL DEVELOPMENT	2,022.95	7,250.00	7,250.00	3,489.00	48.12
957.100	SEMINAR LODGING	957.60	2,650.00	2,650.00	772.17	29.14
957.200	SEMINAR MEALS	10.25	800.00	800.00	0.00	0.00
957.300	MEMBERSHIP & DUES	1,448.50	1,500.00	1,500.00	1,592.04	106.14
959.100	CONTRIBUTION TO LOCAL AIRPORT	10,000.00	10,000.00	10,000.00	10,000.00	100.00
Total Dept 701 - PLANNING		274,039.69	466,284.00	466,284.00	209,496.14	44.93
Dept 751 - PARKS & RECREATION						
702.000	SALARIES & WAGES	21,775.68	25,000.00	25,000.00	20,258.67	81.03
702.200	TEMPORARY LABOR	22,636.89	18,720.00	18,720.00	19,523.28	104.29
702.500	OVERTIME	1,472.75	2,000.00	2,000.00	1,782.56	89.13
710.000	EMPLR FICA CONTR	2,755.71	2,721.00	2,721.00	2,491.99	91.58
711.000	EMPLR MEDICARE CONTR	644.50	636.00	636.00	582.76	91.63
711.500	UNEMPLOYMENT	99.66	423.00	423.00	91.53	21.64
716.000	EMPLR RETIREMENT CONTR	2,094.14	2,562.00	2,562.00	2,093.94	81.73
718.500	HEALTH INSURANCE	10,925.58	12,862.00	12,862.00	10,592.47	82.35
718.700	HEALTH INS-EE CONTRIBUTIONS	(1,358.49)	(1,702.00)	(1,702.00)	(1,331.05)	78.23
719.000	DENTAL INSURANCE	752.33	881.00	881.00	677.80	76.94

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REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF UNION
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ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	09/30/2024 RMAL (ABNORMAL)	
Fund 101 - GENERAL FUND					
Expenditures					
719.800 VISION INSURANCE	178.04	194.00	194.00	133.95	69.05
719.900 VISION INS-EE CONTRIBUTIONS	(89.02)	(97.00)	(97.00)	(66.99)	69.06
724.000 WORKER'S COMP	585.58	600.00	600.00	535.85	89.31
725.000 LIFE & DISABILITY BENEFIT	157.25	170.00	170.00	120.77	71.04
754.000 OPERATING SUPPLIES	5,314.00	5,000.00	5,000.00	3,632.20	72.64
759.000 GAS/FUEL	1,649.72	1,800.00	1,800.00	1,688.00	93.78
767.000 UNIFORMS	182.50	500.00	500.00	178.70	35.74
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	3,040.10	3,500.00	3,500.00	2,604.36	74.41
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	90.39	100.00	100.00	198.64	198.64
900.000 PRINTING & PUBLISHING	448.49	600.00	600.00	0.00	0.00
920.000 ELECTRIC/NATURAL GAS	4,004.82	4,200.00	4,200.00	3,021.90	71.95
920.200 WATER & SEWER CHARGES	6,358.95	5,000.00	5,000.00	3,738.98	74.78
930.000 REPAIRS	994.87	31,000.00	31,000.00	10,575.48	34.11
930.200 MAINT-GROUNDS	12,014.16	33,000.00	33,000.00	12,936.36	39.20
930.250 MAINT-DOG PARK	1,350.00	3,000.00	3,000.00	490.00	16.33
930.300 MAINT-BUILDINGS	3,478.52	8,500.00	8,500.00	5,351.02	62.95
933.000 MAINT-VEHICLES	658.79	1,000.00	1,000.00	253.83	25.38
933.050 MAINT-EQUIPMENT	2,361.64	2,000.00	2,000.00	1,473.71	73.69
962.000 SAFETY	530.16	3,500.00	3,500.00	1,850.34	52.87
977.000 NEW EQUIPMENT PURCHASE	935.00	13,300.00	13,300.00	7,007.06	52.68
Total Dept 751 - PARKS & RECREATION	106,042.71	180,970.00	180,970.00	112,487.71	62.16
Dept 901 - CAPITAL OUTLAY					
976.301 CAPITAL OUTLAY-INFORMATION TECHNOLOGY	18,097.98	0.00	38,000.00	23,217.19	61.10
976.303 CAPITAL OUTLAY-PROPERTY	50.45	0.00	0.00	0.00	0.00
976.306 CAPITAL OUTLAY-PARKS DEPT	14,581.00	0.00	23,000.00	9,586.25	41.68
976.307 CAPITAL OUTLAY-FIBER NETWORK	17,549.99	0.00	0.00	0.00	0.00
976.309 CAPITAL OUTLAY-VEHICLES	96,491.99	0.00	0.00	0.00	0.00
976.314 CAPITAL OUTLAY-NEW TWP HALL/RENO STUDY	13,397.87	0.00	9,000.00	7,880.00	87.56
Total Dept 901 - CAPITAL OUTLAY	160,169.28	0.00	70,000.00	40,683.44	58.12
Dept 906 - DEBT SERVICE					
991.000 BOND - PRINCIPAL	22,478.00	0.00	22,500.00	22,477.83	99.90
993.000 BOND INTEREST EXPENDITURE	11,778.00	0.00	11,200.00	11,154.07	99.59
Total Dept 906 - DEBT SERVICE	34,256.00	0.00	33,700.00	33,631.90	99.80
TOTAL EXPENDITURES	2,026,832.53	3,388,759.00	2,945,672.00	1,824,596.73	61.94
Fund 101 - GENERAL FUND:					
TOTAL REVENUES	2,614,860.77	3,365,100.00	3,631,400.00	2,175,085.98	59.90
TOTAL EXPENDITURES	2,026,832.53	3,388,759.00	2,945,672.00	1,824,596.73	61.94
NET OF REVENUES & EXPENDITURES	588,028.24	(23,659.00)	685,728.00	350,489.25	51.11

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REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF UNION

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% Fiscal Year Completed: 74.86

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	09/30/2024 RMAL (ABNORMAL)	
Fund 206 - FIRE FUND					
Revenues					
Dept 000 - NONE					
402.000 CURRENT REAL PROPERTY TAX	743,320.97	794,000.00	794,000.00	787,004.46	99.12
402.100 PRIOR YEARS PROPERTY TAXES	5,680.82	0.00	0.00	0.00	0.00
412.000 DELQ PERSONAL PROPERTY TAXES	1,398.61	500.00	500.00	607.71	121.54
414.000 PROPERTY TAX REFUNDS-MTT	(97.08)	(10,000.00)	(10,000.00)	(608.78)	6.09
432.000 PILOT TAX	4,124.02	5,000.00	5,000.00	0.00	0.00
445.000 INTEREST ON TAXES	76.20	300.00	300.00	28.62	9.54
543.000 STATE GRANT-PUBLIC SAFETY	10,597.04	12,000.00	12,000.00	0.00	0.00
573.000 STATE AID REVENUE-LCSA	10,441.44	10,400.00	10,400.00	12,852.76	123.58
665.000 INTEREST EARNED	42,595.88	50,000.00	50,000.00	44,706.01	89.41
677.200 FIRE PROTECTION - EDDA	79,658.26	81,000.00	81,000.00	85,760.78	105.88
677.300 FIRE PROTECTION - WDDA	65,765.91	66,000.00	66,000.00	69,657.35	105.54
Total Dept 000 - NONE	963,562.07	1,009,200.00	1,009,200.00	1,000,008.91	99.09
TOTAL REVENUES	963,562.07	1,009,200.00	1,009,200.00	1,000,008.91	99.09
Expenditures					
Dept 336 - FIRE DEPARTMENT					
702.000 SALARIES & WAGES	980.34	0.00	0.00	260.10	100.00
710.000 EMPLR FICA CONTR	56.84	0.00	0.00	15.13	100.00
711.000 EMPLR MEDICARE CONTR	13.29	0.00	0.00	3.55	100.00
716.000 EMPLR RETIREMENT CONTR	88.24	0.00	0.00	24.71	100.00
718.500 HEALTH INSURANCE	475.32	0.00	0.00	127.46	100.00
718.700 HEALTH INS-EE CONTRIBUTIONS	(56.05)	0.00	0.00	(15.95)	100.00
719.000 DENTAL INSURANCE	29.56	0.00	0.00	8.13	100.00
719.800 VISION INSURANCE	4.67	0.00	0.00	0.00	0.00
719.900 VISION INS-EE CONTRIBUTIONS	(2.34)	0.00	0.00	0.00	0.00
724.000 WORKER'S COMP	7.89	0.00	0.00	2.56	100.00
725.000 LIFE & DISABILITY BENEFIT	4.35	0.00	0.00	1.58	100.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	830,100.00	871,600.00	871,600.00	838,401.00	96.19
801.005 FIRE HYDRANT REPAIRS	0.00	2,000.00	2,000.00	0.00	0.00
801.025 HYDRANT FLUSHING	0.00	10,000.00	10,000.00	0.00	0.00
Total Dept 336 - FIRE DEPARTMENT	831,702.11	883,600.00	883,600.00	838,828.27	94.93
TOTAL EXPENDITURES	831,702.11	883,600.00	883,600.00	838,828.27	94.93
Fund 206 - FIRE FUND:					
TOTAL REVENUES	963,562.07	1,009,200.00	1,009,200.00	1,000,008.91	99.09
TOTAL EXPENDITURES	831,702.11	883,600.00	883,600.00	838,828.27	94.93
NET OF REVENUES & EXPENDITURES	131,859.96	125,600.00	125,600.00	161,180.64	128.33

User: SHERRIE

PERIOD ENDING 09/30/2024

DB: Union

% Fiscal Year Completed: 74.86

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023	ORIGINAL BUDGET	2024 AMENDED BUDGET	09/30/2024	
	RMAL (ABNORMAL)			RMAL (ABNORMAL)	
Fund 248 - EAST DDA FUND					
Revenues					
Dept 000 - NONE					
402.000 CURRENT PROPERTY TAX	516,934.75	557,000.00	561,000.00	561,478.47	100.09
402.100 PRIOR YEARS PROPERTY TAXES	0.00	(250.00)	(250.00)	0.00	0.00
412.000 DELQ PERSONAL PROPERTY CAPT	3.63	300.00	300.00	7.44	2.48
414.000 PROPERTY TAX REFUNDS-BOR MTT	0.00	(4,000.00)	(4,000.00)	0.00	0.00
445.000 INTEREST ON TAXES	0.66	500.00	500.00	0.78	0.16
573.000 STATE AID REVENUE-LCSA	69,776.09	69,000.00	73,000.00	0.00	0.00
665.000 INTEREST EARNED	65,903.71	80,000.00	80,000.00	65,051.07	81.31
672.000 OTHER REVENUE	0.00	1,000.00	1,000.00	0.00	0.00
Total Dept 000 - NONE	652,618.84	703,550.00	711,550.00	626,537.76	88.05
TOTAL REVENUES	652,618.84	703,550.00	711,550.00	626,537.76	88.05
Expenditures					
Dept 336 - FIRE DEPARTMENT					
830.000 PUBLIC SAFETY - FIRE PROTECTION	79,658.26	81,000.00	81,000.00	85,760.78	105.88
Total Dept 336 - FIRE DEPARTMENT	79,658.26	81,000.00	81,000.00	85,760.78	105.88
Dept 728 - ECONOMIC DEVELOPMENT					
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	6,340.47	21,300.00	21,300.00	11,829.20	55.54
801.001 MAINT- BENCHES/TRASH RECEPTACLES	246.00	5,000.00	5,000.00	0.00	0.00
801.003 SIDEWALK SNOWPLOWING	4,550.00	15,000.00	15,000.00	6,547.21	43.65
801.004 LAWN CARE	13,086.00	35,000.00	35,000.00	19,302.00	55.15
801.005 IRRIGATION / LIGHTING REPAIRS	6,477.25	20,000.00	20,000.00	20,815.53	104.08
801.007 FLOWER / LANDSCAPE MAINTENANCE	7,358.00	47,000.00	47,000.00	23,593.72	50.20
826.000 LEGAL FEES	0.00	4,000.00	4,000.00	0.00	0.00
880.000 COMMUNITY PROMOTION	5,500.00	16,500.00	16,500.00	6,500.00	39.39
883.000 COMMUNITY IMPROVEMENT GRANTS	5,134.67	40,000.00	40,000.00	0.00	0.00
885.000 STREET LIGHT BANNERS/CHRISTMAS	17,085.00	23,000.00	23,000.00	6,168.39	26.82
900.000 PRINTING & PUBLISHING	0.00	250.00	250.00	0.00	0.00
920.000 ELECTRIC/NATURAL GAS	8,403.53	15,000.00	15,000.00	6,890.00	45.93
920.200 WATER & SEWER CHARGES	4,621.02	18,000.00	18,000.00	4,488.54	24.94
940.000 LEASE/RENT	715.00	1,200.00	1,200.00	715.00	59.58
955.000 MISC.	0.00	100.00	100.00	32.00	32.00
957.300 MEMBERSHIP & DUES	375.00	500.00	500.00	75.00	15.00
963.000 PROPERTY/LIABILITY INSURANCE	2,147.92	2,200.00	2,200.00	2,109.43	95.88
967.200 WATER SYSTEM PROJECTS	0.00	100,000.00	0.00	0.00	0.00
967.300 SEWER SYSTEM PROJECTS	160,000.00	0.00	0.00	0.00	0.00
967.400 STREET/ROAD PROJECTS	168,571.77	0.00	0.00	0.00	0.00
967.500 SIDEWALK/PATHWAY PROJECTS	0.00	520,000.00	150,000.00	26,500.00	17.67
967.600 PARKS PROJECTS	0.00	90,000.00	0.00	0.00	0.00
971.000 CAPITAL OUTLAY-LAND	0.00	550,000.00	550,000.00	0.00	0.00
974.000 LAND IMPRVMENTS-GENERAL	50.45	20,000.00	20,000.00	0.00	0.00
974.200 LAND IMPRVMENTS-PICKARD RIGHT OF WAY	0.00	450,000.00	0.00	54.74	100.00
974.201 LAND IMPRVMENTS-5800 PICKARD/ENTERPRIS	100.90	40,000.00	40,000.00	164.22	0.41
974.202 LAND IMPRVMENTS-2120 YATS DR	0.00	210.00	210.00	109.48	52.13
974.203 LAND IMPRVMENTS-JONATHON LANE	100.90	210.00	210.00	164.22	78.20
Total Dept 728 - ECONOMIC DEVELOPMENT	410,863.88	2,034,470.00	1,024,470.00	136,058.68	13.28
TOTAL EXPENDITURES	490,522.14	2,115,470.00	1,105,470.00	221,819.46	20.07
Fund 248 - EAST DDA FUND:					
TOTAL REVENUES	652,618.84	703,550.00	711,550.00	626,537.76	88.05
TOTAL EXPENDITURES	490,522.14	2,115,470.00	1,105,470.00	221,819.46	20.07
NET OF REVENUES & EXPENDITURES	162,096.70	(1,411,920.00)	(393,920.00)	404,718.30	102.74

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	09/30/2024 RMAL (ABNORMAL)	
Fund 250 - WEST DDA FUND					
Revenues					
Dept 000 - NONE					
402.000 CURRENT PROPERTY TAX	414,115.58	438,600.00	442,000.00	442,342.63	100.08
412.000 DELQ PERSONAL PROPERTY CAPT	47.46	50.00	50.00	43.14	86.28
414.000 PROPERTY TAX REFUNDS-BOR MTT	(409.14)	(4,000.00)	(4,000.00)	0.00	0.00
445.000 INTEREST ON TAXES	106.61	200.00	200.00	3.31	1.66
573.000 STATE AID REVENUE-LCSA	1,884.84	1,800.00	2,900.00	0.00	0.00
665.000 INTEREST EARNED	39,141.10	50,000.00	50,000.00	42,644.36	85.29
Total Dept 000 - NONE	454,886.45	486,650.00	491,150.00	485,033.44	98.75
TOTAL REVENUES	454,886.45	486,650.00	491,150.00	485,033.44	98.75
Expenditures					
Dept 336 - FIRE DEPARTMENT					
830.000 PUBLIC SAFETY - FIRE PROTECTION	65,765.91	66,000.00	69,600.00	69,657.35	100.08
Total Dept 336 - FIRE DEPARTMENT	65,765.91	66,000.00	69,600.00	69,657.35	100.08
Dept 728 - ECONOMIC DEVELOPMENT					
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	3,370.23	13,300.00	13,300.00	3,292.50	24.76
801.003 SIDEWALK SNOWPLOWING	3,500.00	8,000.00	8,000.00	4,361.40	54.52
880.000 COMMUNITY PROMOTION	5,500.00	16,500.00	16,500.00	6,500.00	39.39
883.000 COMMUNITY IMPROVEMENT GRANTS	0.00	40,000.00	40,000.00	0.00	0.00
900.000 PRINTING & PUBLISHING	0.00	500.00	500.00	0.00	0.00
957.300 MEMBERSHIP & DUES	375.00	500.00	500.00	75.00	15.00
967.400 STREET/ROAD PROJECTS	0.00	50,000.00	1,000.00	100.00	10.00
967.500 SIDEWALK/PATHWAY PROJECTS	0.00	175,000.00	20,000.00	11,125.00	55.63
974.204 LAND IMPRVMENTS-REMUS RD RIGHT OF WAY	0.00	50,000.00	0.00	0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT	12,745.23	353,800.00	99,800.00	25,453.90	25.50
TOTAL EXPENDITURES	78,511.14	419,800.00	169,400.00	95,111.25	56.15
Fund 250 - WEST DDA FUND:					
TOTAL REVENUES	454,886.45	486,650.00	491,150.00	485,033.44	98.75
TOTAL EXPENDITURES	78,511.14	419,800.00	169,400.00	95,111.25	56.15
NET OF REVENUES & EXPENDITURES	376,375.31	66,850.00	321,750.00	389,922.19	121.19

		END BALANCE 12/31/2023	2024 ORIGINAL	2024 AMENDED	YTD BALANCE 09/30/2024	% BDGT USED
ACCOUNT	DESCRIPTION	RMAL (ABNORMAL)	BUDGET	BUDGET	RMAL (ABNORMAL)	
Fund 285 - AMERICAN RESCUE PLAN ACT (ARPA)						
Revenues						
Dept 000 - NONE						
539.000	STATE GRANTS	191,001.01	0.00	0.00	0.00	0.00
665.000	INTEREST EARNED	0.00	0.00	0.00	3,345.92	100.00
Total Dept 000 - NONE		191,001.01	0.00	0.00	3,345.92	100.00
TOTAL REVENUES		191,001.01	0.00	0.00	3,345.92	100.00
Expenditures						
Dept 901 - CAPITAL OUTLAY						
976.306	CAPITAL OUTLAY-PARKS EQUIPMENT	191,001.01	0.00	0.00	0.00	0.00
Total Dept 901 - CAPITAL OUTLAY		191,001.01	0.00	0.00	0.00	0.00
Dept 996 - TRANSFER OUT						
995.101	TRANSFER OUT TO GENERAL FUND	7,012.64	0.00	0.00	0.00	0.00
Total Dept 996 - TRANSFER OUT		7,012.64	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		198,013.65	0.00	0.00	0.00	0.00
Fund 285 - AMERICAN RESCUE PLAN ACT (ARPA) :						
TOTAL REVENUES		191,001.01	0.00	0.00	3,345.92	100.00
TOTAL EXPENDITURES		198,013.65	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		(7,012.64)	0.00	0.00	3,345.92	100.00

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ACCOUNT	DESCRIPTION	END BALANCE	2024		YTD BALANCE	
		12/31/2023	ORIGINAL	2024	09/30/2024	% BDGT
		RMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	RMAL (ABNORMAL)	USED
Fund 590 - SEWER FUND						
Revenues						
Dept 000 - NONE						
582.000	CONTRIBUTION FROM TRIBE	225,371.17	0.00	0.00	0.00	0.00
583.000	CONTRIBUTION FROM EDA FOR PROJECTS	160,000.00	0.00	0.00	0.00	0.00
626.000	SEWER INSPECTION FEES	7,191.75	2,000.00	2,000.00	0.00	0.00
642.000	SERVICE	1,568,157.33	1,672,580.00	1,672,580.00	1,292,616.03	77.28
644.300	CONNECTION FEE	272,758.01	78,800.00	78,800.00	29,805.72	37.82
655.000	FINES & FORFEITURES	34,021.47	33,000.00	33,000.00	25,592.12	77.55
665.000	INTEREST EARNED	127,311.06	120,000.00	200,000.00	160,147.44	80.07
670.000	DEBT RETIREMENT	1,311,238.31	1,385,945.00	1,385,945.00	1,082,069.94	78.07
672.000	OTHER REVENUE	134.30	3,000.00	3,000.00	59.25	1.98
673.000	GAIN/LOSS ON SALE OF ASSETS	400.00	0.00	0.00	0.00	0.00
687.000	REFUNDS & REBATES	2,968.86	3,500.00	3,500.00	0.00	0.00
Total Dept 000 - NONE		3,709,552.26	3,298,825.00	3,378,825.00	2,590,290.50	76.66
TOTAL REVENUES		3,709,552.26	3,298,825.00	3,378,825.00	2,590,290.50	76.66
Expenditures						
Dept 536 - WATER/SEWER SYSTEMS						
702.000	SALARIES & WAGES	283,864.57	310,065.00	310,065.00	208,211.90	67.15
702.200	TEMPORARY LABOR	13,918.13	12,480.00	12,480.00	14,370.38	115.15
702.500	OVERTIME	11,780.65	12,900.00	12,900.00	4,962.50	38.47
702.700	LUMP SUM IN LIEU OF STEP	3,038.07	4,010.00	4,010.00	0.00	0.00
705.000	LEAVE TIME PAYOUT	0.00	5,900.00	5,900.00	0.00	0.00
710.000	EMPLR FICA CONTR	18,730.52	20,354.00	20,354.00	13,602.08	66.83
711.000	EMPLR MEDICARE CONTR	4,380.87	4,760.00	4,760.00	3,181.42	66.84
711.500	UNEMPLOYMENT	274.86	838.00	838.00	276.36	32.98
716.000	EMPLR RETIREMENT CONTR	25,615.67	29,200.00	29,200.00	19,228.51	65.85
718.500	HEALTH INSURANCE	93,488.85	100,787.00	100,787.00	67,213.48	66.69
718.700	HEALTH INS-EE CONTRIBUTIONS	(8,902.22)	(10,800.00)	(10,800.00)	(6,651.35)	61.59
719.000	DENTAL INSURANCE	4,511.78	4,990.00	4,990.00	3,143.31	62.99
719.800	VISION INSURANCE	603.42	727.00	727.00	280.27	38.55
719.900	VISION INS-EE CONTRIBUTIONS	(301.82)	(364.00)	(364.00)	(140.27)	38.54
724.000	WORKER'S COMP	1,470.97	1,371.00	1,371.00	1,019.49	74.36
725.000	LIFE AND DISABILITY INSURANCE	1,248.06	1,422.00	1,422.00	857.83	60.33
726.000	COMPENSATED ABSENCES	(2,145.60)	0.00	0.00	0.00	0.00
752.000	OFFICE SUPPLIES	602.61	1,500.00	1,500.00	612.02	40.80
754.000	OPERATING SUPPLIES	4,633.53	5,500.00	5,500.00	3,957.99	71.96
759.000	GAS/FUEL	11,185.13	12,000.00	12,000.00	11,190.92	93.26
767.000	UNIFORMS	522.25	1,500.00	1,500.00	1,033.14	68.88
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	68,482.67	53,350.00	53,350.00	27,667.85	51.86
802.100	SOFTWARE SUPPORT/MAINTENANCE AGREEMENTS	2,558.38	2,840.00	2,840.00	2,723.26	95.89
826.000	LEGAL FEES	300.00	10,000.00	10,000.00	0.00	0.00
850.000	COMMUNICATIONS	2,439.20	3,320.00	3,320.00	2,311.18	69.61
851.000	MAIL/POSTAGE	1,993.33	3,000.00	3,000.00	813.33	27.11
860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	716.31	800.00	800.00	169.24	21.16
900.000	PRINTING & PUBLISHING	572.08	1,000.00	1,000.00	399.00	39.90
920.000	ELECTRIC/NATURAL GAS	88,280.08	105,000.00	105,000.00	68,507.65	65.25
930.000	REPAIRS	2,064.19	170,000.00	170,000.00	6,137.69	3.61
930.200	MAINT-GROUNDS	323.25	1,500.00	1,500.00	267.31	17.82
930.300	MAINT-BUILDINGS	2,000.00	20,250.00	20,250.00	13,258.70	65.48
933.000	MAINT-VEHICLES	6,643.49	6,000.00	6,000.00	4,647.28	77.45
933.050	MAINT-EQUIPMENT	2,100.78	20,000.00	20,000.00	3,288.94	16.44
933.500	MAINT-LIFT STATIONS	15,897.86	110,000.00	110,000.00	19,842.11	18.04
934.300	OPTO 22 MAINTENANCE	1,708.83	10,000.00	10,000.00	7,915.60	79.16
934.500	MAINT. AGREEMENT ON EQUIPMENT	9,290.54	9,500.00	9,500.00	6,267.46	65.97
955.000	MISC.	110.03	150.00	150.00	0.00	0.00
957.000	PROFESSIONAL DEVELOPMENT	417.50	2,500.00	2,500.00	317.50	12.70
957.100	SEMINAR LODGING	255.39	1,000.00	1,000.00	0.00	0.00
957.200	SEMINAR MEALS	0.00	150.00	150.00	0.00	0.00
957.300	MEMBERSHIP & DUES	243.50	500.00	500.00	1,068.00	213.60
962.000	SAFETY	3,489.63	12,000.00	12,000.00	881.82	7.35
963.000	PROPERTY/LIABILITY INSURANCE	33,752.50	38,000.00	38,000.00	26,478.95	69.68
969.300	HOOKUP LABOR & MATERIAL	7,218.08	7,500.00	7,500.00	186.44	2.49
973.000	CAPITAL PROJECTS-SEWER SYSTEM	768.48	1,027,000.00	1,027,000.00	4,610.00	0.45
977.000	NEW EQUIPMENT PURCHASE	1,088.74	15,000.00	20,000.00	16,316.77	81.58
980.000	NEW OFFICE EQUIPMENT & FURNITURE	559.98	1,000.00	1,000.00	4.24	0.42
980.100	NEW COMPUTER HARDWARE & SOFTWARE	4,370.28	6,000.00	6,000.00	309.43	5.16
Total Dept 536 - WATER/SEWER SYSTEMS		726,165.40	2,156,500.00	2,161,500.00	560,739.73	25.94
Dept 540 - WWTP						
702.000	SALARIES & WAGES	260,132.76	334,912.00	334,912.00	212,152.43	63.35
702.500	OVERTIME	9,343.13	10,000.00	10,000.00	7,085.59	70.86

User: SHERRIE

PERIOD ENDING 09/30/2024

DB: Union

% Fiscal Year Completed: 74.86

ACCOUNT	DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
		12/31/2023	ORIGINAL	2024	09/30/2024	
		RMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	RMAL (ABNORMAL)	
Fund 590 - SEWER FUND						
Expenditures						
702.700	LUMP SUM IN LIEU OF STEP	3,647.13	5,250.00	5,250.00	0.00	0.00
710.000	EMPLR FICA CONTR	16,242.14	20,660.00	20,660.00	12,987.15	62.86
711.000	EMPLR MEDICARE CONTR	3,798.56	4,832.00	4,832.00	3,037.35	62.86
711.500	UNEMPLOYMENT	190.00	713.00	713.00	232.75	32.64
716.000	EMPLR RETIREMENT CONTR	24,633.03	33,265.00	33,265.00	20,827.66	62.61
718.500	HEALTH INSURANCE	99,308.70	128,620.00	128,620.00	82,638.88	64.25
718.700	HEALTH INS-EE CONTRIBUTIONS	(11,194.36)	(16,339.00)	(16,339.00)	(9,991.56)	61.15
719.000	DENTAL INSURANCE	5,946.42	8,071.00	8,071.00	4,820.52	59.73
719.800	VISION INSURANCE	758.41	1,207.00	1,207.00	660.50	54.72
719.900	VISION INS-EE CONTRIBUTIONS	(379.21)	(604.00)	(604.00)	(330.24)	54.68
724.000	WORKER'S COMP	1,767.51	2,195.00	2,195.00	1,339.33	61.02
725.000	LIFE AND DISABILITY INSURANCE	1,359.61	1,850.00	1,850.00	1,008.43	54.51
743.000	CHEMICALS	66,578.71	65,000.00	65,000.00	64,612.81	99.40
744.000	LAB EQUIPMENT & SUPPLIES	28,667.12	38,000.00	38,000.00	19,682.41	51.80
752.000	OFFICE SUPPLIES	758.72	700.00	700.00	332.78	47.54
754.000	OPERATING SUPPLIES	7,641.53	12,000.00	12,000.00	9,070.80	75.59
759.000	GAS/FUEL	3,644.33	5,000.00	5,000.00	2,233.06	44.66
767.000	UNIFORMS	872.30	2,000.00	2,000.00	607.92	30.40
774.100	BIOXIDE	89,138.31	85,000.00	85,000.00	53,753.72	63.24
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	23,961.54	33,800.00	33,800.00	23,152.49	68.50
801.200	CONT. SERV. - BIOSOLIDS LAND APPL.	50,376.34	50,000.00	50,000.00	31,981.92	63.96
801.250	WASTE/RUBBISH DISPOSAL	0.00	0.00	0.00	8.45	100.00
801.300	CONT. SERV. - LAB ANALYSIS	7,085.00	7,000.00	7,000.00	6,051.00	86.44
850.000	COMMUNICATIONS	6,439.36	3,250.00	3,250.00	2,044.59	62.91
851.000	MAIL/POSTAGE	181.20	500.00	500.00	305.06	61.01
860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	10.48	250.00	250.00	14.74	5.90
900.000	PRINTING & PUBLISHING	0.00	250.00	250.00	1,734.50	693.80
920.000	ELECTRIC/NATURAL GAS	162,975.72	176,000.00	176,000.00	121,593.45	69.09
920.200	WATER & SEWER QUARTERLY BILLING	7,944.31	10,000.00	10,000.00	8,472.72	84.73
923.000	PROPANE	1,882.24	3,500.00	3,500.00	1,160.33	33.15
930.200	MAINT-GROUNDS	1,697.92	12,100.00	12,100.00	5,768.13	47.67
930.300	MAINT-BUILDINGS	1,607.35	20,000.00	20,000.00	14,410.36	72.05
933.000	MAINT-VEHICLES	485.59	3,000.00	3,000.00	663.66	22.12
933.050	MAINT-EQUIPMENT	3,095.73	6,000.00	6,000.00	1,097.22	18.29
934.300	OPTO 22 MAINTENANCE	1,925.95	6,000.00	6,000.00	4,667.70	77.80
934.500	MAINT. AGREEMENT ON EQUIPMENT	750.00	1,700.00	1,700.00	760.80	44.75
934.981	SAMPLING EQUIPMENT MAINT.	577.01	4,000.00	4,000.00	9,911.29	247.78
934.982	PRELIMINARY TREAT EQUIPM. MAINT.	9,874.81	500,800.00	500,800.00	9,556.93	1.91
934.983	SECONDARY TREAT EQUIP. MAINT.	32,661.89	25,000.00	25,000.00	21,811.24	87.24
934.984	SOLIDS EQUIPMENT MAINT.	21,019.05	25,000.00	25,000.00	17,613.07	70.45
934.985	DISINFECTION EQUIPMENT MAINT.	103.50	6,000.00	6,000.00	4,724.42	78.74
934.986	INSTRUMENTATION EQUIPMENT MAINT.	4,482.74	3,000.00	3,000.00	315.74	10.52
934.987	TERTIARY FILTER MAINT.	649.78	10,000.00	10,000.00	7,682.60	76.83
949.000	IPP	0.00	500.00	500.00	0.00	0.00
957.000	PROFESSIONAL DEVELOPMENT	1,378.30	5,000.00	5,000.00	995.00	19.90
957.100	SEMINAR LODGING	0.00	500.00	500.00	0.00	0.00
957.200	SEMINAR MEALS	0.00	100.00	100.00	0.00	0.00
957.300	MEMBERSHIP & DUES	578.00	500.00	500.00	181.00	36.20
958.100	PERMITS & FEES	5,500.00	13,000.00	13,000.00	5,500.00	42.31
962.000	SAFETY	2,965.49	5,000.00	5,000.00	3,777.23	75.54
963.000	PROPERTY/LIABILITY INSURANCE	20,077.02	22,000.00	25,000.00	19,535.26	78.14
977.000	NEW EQUIPMENT PURCHASE	4,204.63	5,000.00	5,000.00	3,463.74	69.27
980.000	NEW OFFICE EQUIPMENT & FURNITURE	0.00	750.00	750.00	150.00	20.00
980.100	NEW COMPUTER HARDWARE & SOFTWARE	11,250.83	2,000.00	2,000.00	2,892.00	144.60
Total Dept 540 - WWTP		998,596.63	1,703,832.00	1,706,832.00	818,758.85	47.97
Dept 906 - DEBT SERVICE						
993.350	BOND INTEREST-RURAL DEVELOPMENT	138,604.87	138,000.00	138,000.00	68,852.68	49.89
Total Dept 906 - DEBT SERVICE		138,604.87	138,000.00	138,000.00	68,852.68	49.89
Dept 960 - DEPRECIATION EXPENSE						
968.000	DEPRECIATION EXPENSE	804,613.24	790,000.00	815,000.00	0.00	0.00
Total Dept 960 - DEPRECIATION EXPENSE		804,613.24	790,000.00	815,000.00	0.00	0.00
TOTAL EXPENDITURES		2,667,980.14	4,788,332.00	4,821,332.00	1,448,351.26	30.04
Fund 590 - SEWER FUND:						
TOTAL REVENUES		3,709,552.26	3,298,825.00	3,378,825.00	2,590,290.00	76.66

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	09/30/2024 RMAL (ABNORMAL)	
Fund 590 - SEWER FUND					
TOTAL EXPENDITURES	2,667,980.14	4,788,332.00	4,821,332.00	1,448,351.26	30.04
NET OF REVENUES & EXPENDITURES	1,041,572.12	(1,489,507.00)	(1,442,507.00)	1,141,939.24	79.16

User: SHERRIE

PERIOD ENDING 09/30/2024

DB: Union

% Fiscal Year Completed: 74.86

ACCOUNT	DESCRIPTION	END BALANCE	2024		YTD BALANCE	
		12/31/2023	ORIGINAL	2024	09/30/2024	% BDGT
		RMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	RMAL (ABNORMAL)	USED
Fund 591 - WATER FUND						
Revenues						
Dept 000 - NONE						
476.500	REVENUE-REPLACEMENT METERS	0.00	1,000.00	1,000.00	0.00	0.00
539.000	STATE GRANTS	31,137.82	0.00	550,000.00	338,741.68	61.59
626.000	WATER INSPECTION FEES	8,695.75	5,000.00	5,000.00	0.00	0.00
643.000	WATER SALES	1,628,851.39	1,592,175.00	1,592,175.00	1,333,216.17	83.74
643.100	BULK WATER SALES	6,625.00	1,500.00	11,000.00	10,732.00	97.56
643.200	FINAL READ	3,978.00	4,000.00	4,000.00	2,375.10	59.38
643.300	TURN-OFF	4,575.00	4,000.00	4,000.00	4,223.25	105.58
644.000	LATERALS	0.00	2,500.00	2,500.00	0.00	0.00
644.200	BENEFIT FEES	94,510.38	52,500.00	52,500.00	10,768.00	20.51
645.000	CONNECTION FEES	28,538.00	52,500.00	52,500.00	10,823.00	20.62
655.000	FINES & FORFEITURES	18,305.77	20,000.00	20,000.00	13,322.93	66.61
665.000	INTEREST EARNED	125,251.64	120,000.00	190,000.00	142,877.53	75.20
671.000	LEASES - TOWER RENTAL	58,626.66	56,000.00	56,000.00	47,886.79	85.51
672.000	OTHER REVENUE	2,634.01	8,000.00	8,000.00	1,930.89	24.14
673.000	GAIN/LOSS ON SALE OF ASSETS	400.00	0.00	0.00	0.00	0.00
687.000	REFUNDS & REBATES	3,468.58	3,500.00	3,500.00	0.00	0.00
Total Dept 000 - NONE		2,015,598.00	1,922,675.00	2,552,175.00	1,916,897.34	75.11
TOTAL REVENUES		2,015,598.00	1,922,675.00	2,552,175.00	1,916,897.34	75.11
Expenditures						
Dept 536 - WATER/SEWER SYSTEMS						
702.000	SALARIES & WAGES	447,071.32	515,060.00	515,060.00	371,868.69	72.20
702.200	TEMPORARY LABOR	14,973.75	12,480.00	12,480.00	16,814.26	134.73
702.500	OVERTIME	37,092.25	44,900.00	44,900.00	27,555.06	61.37
702.700	LUMP SUM IN LIEU OF STEP	5,075.07	6,120.00	6,120.00	0.00	0.00
705.000	LEAVE TIME PAYOUT	0.00	5,900.00	5,900.00	0.00	0.00
710.000	EMPLR FICA CONTR	30,199.41	34,521.00	34,521.00	24,858.12	72.01
711.000	EMPLR MEDICARE CONTR	7,062.16	8,074.00	8,074.00	5,813.16	72.00
711.500	UNEMPLOYMENT	350.01	1,100.00	1,100.00	372.81	33.89
716.000	EMPLR RETIREMENT CONTR	42,670.38	51,900.00	51,900.00	36,414.90	70.16
718.500	HEALTH INSURANCE	150,773.95	177,959.00	177,959.00	126,323.12	70.98
718.700	HEALTH INS-EE CONTRIBUTIONS	(15,359.08)	(21,012.00)	(21,012.00)	(13,408.09)	63.81
719.000	DENTAL INSURANCE	7,684.25	10,273.00	10,273.00	6,211.17	60.46
719.800	VISION INSURANCE	1,065.71	1,501.00	1,501.00	701.34	46.72
719.900	VISION INS-EE CONTRIBUTIONS	(532.70)	(751.00)	(751.00)	(350.52)	46.67
724.000	WORKER'S COMP	5,082.42	6,093.00	6,093.00	4,152.54	68.15
725.000	LIFE AND DISABILITY INSURANCE	2,100.21	2,632.00	2,632.00	1,689.06	64.17
726.000	COMPENSATED ABSENCES	(3,552.51)	0.00	0.00	0.00	0.00
752.000	OFFICE SUPPLIES	493.09	1,600.00	1,600.00	1,007.79	62.99
753.000	PROCESS CHEMICALS/CHLORINE	65,820.55	70,000.00	70,000.00	52,729.79	75.33
754.000	OPERATING SUPPLIES	12,093.27	11,000.00	11,000.00	12,213.61	111.03
759.000	GAS/FUEL	10,103.32	12,000.00	12,000.00	8,460.08	70.50
767.000	UNIFORMS	522.24	2,000.00	2,000.00	1,165.41	58.27
774.100	MXU	6,010.00	7,000.00	7,000.00	0.00	0.00
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	67,895.66	116,350.00	116,350.00	66,032.58	56.75
801.010	LAB FEES	10,571.43	25,000.00	25,000.00	5,336.27	21.35
801.025	HYDRANT FLUSHING	0.00	(10,000.00)	(10,000.00)	0.00	0.00
801.750	WELL HEAD PROTECTION	0.00	500.00	500.00	0.00	0.00
801.800	WATER STUDY	0.00	20,000.00	20,000.00	0.00	0.00
802.100	SOFTWARE SUPPORT/MAINTENANCE AGREEMENTS	2,558.39	2,840.00	2,840.00	2,723.27	95.89
826.000	LEGAL FEES	300.00	10,000.00	10,000.00	0.00	0.00
850.000	COMMUNICATIONS	4,271.71	4,780.00	4,780.00	2,297.00	48.05
851.000	MAIL/POSTAGE	2,235.55	3,700.00	3,700.00	1,149.39	31.06
860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	707.12	750.00	750.00	234.90	31.32
900.000	PRINTING & PUBLISHING	4,173.16	5,400.00	5,400.00	5,157.61	95.51
920.000	ELECTRIC/NATURAL GAS	152,213.34	180,000.00	180,000.00	114,651.34	63.70
930.000	EQUIPMENT REPAIRS	32,004.72	60,000.00	60,000.00	35,809.98	59.68
930.200	MAINT-GROUNDS	323.25	15,472.00	15,472.00	2,294.43	14.83
930.300	MAINT-BUILDINGS	4,123.98	20,250.00	20,250.00	14,485.13	71.53
933.000	MAINT-VEHICLES	8,268.97	6,000.00	6,000.00	6,123.97	102.07
933.050	MAINT-EQUIPMENT	1,593.94	10,000.00	10,000.00	6,526.20	65.26
933.100	MAINT-WATER WELLS	1,789.62	62,000.00	62,000.00	2,568.00	4.14
933.200	MAINT-TREATMENT PLANTS	18,037.58	15,000.00	15,000.00	5,438.97	36.26
933.300	MAINT-WATER TOWERS	1,783.99	22,000.00	22,000.00	1,965.73	8.94
934.300	OPTO 22 MAINTENANCE	6,607.61	15,000.00	15,000.00	7,234.15	48.23
934.500	MAINT. AGREEMENT ON EQUIPMENT	7,568.24	7,700.00	7,700.00	4,695.31	60.98
940.500	ROYALTIES	5,057.36	5,000.00	5,000.00	3,984.16	79.68
955.000	MISC.	101.00	150.00	150.00	0.00	0.00
957.000	PROFESSIONAL DEVELOPMENT	2,952.50	5,000.00	5,000.00	1,687.50	33.75
957.100	SEMINAR LODGING	255.39	1,000.00	1,000.00	0.00	0.00
957.200	SEMINAR MEALS	72.89	450.00	450.00	0.00	0.00
957.300	MEMBERSHIP & DUES	338.50	1,200.00	1,200.00	329.00	27.42

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REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF UNION
 PERIOD ENDING 09/30/2024
 % Fiscal Year Completed: 74.86

Page: 15/15

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	09/30/2024 RMAL (ABNORMAL)	
Fund 591 - WATER FUND					
Expenditures					
962.000 SAFETY	3,507.29	12,000.00	12,000.00	1,801.70	15.01
963.000 PROPERTY/LIABILITY INSURANCE	30,045.62	31,000.00	36,000.00	29,448.18	81.80
969.200 METER REPLACEMENT PROGRAM	25,109.79	30,000.00	30,000.00	9,887.19	32.96
969.300 HOOKUP LABOR & MATERIAL	20,922.70	60,000.00	60,000.00	16,263.76	27.11
972.000 CAPITAL PROJECTS-WATER SYSTEM	155.45	2,550,154.00	2,550,154.00	279,677.08	10.97
972.001 CAPITAL PROJECTS-DWSRF-WELL	0.00	0.00	0.00	21,583.75	100.00
972.002 CAPITAL PROJECTS-DWSRF-WATERMAIN	0.00	0.00	0.00	154,880.91	100.00
972.003 CAPTIAL PROJECTS-DWSRF-WTR PLANT	0.00	0.00	0.00	351,400.00	100.00
972.004 CAPITAL PROJECTS-DWSRF-LEAD SERVICE LINE	0.00	0.00	0.00	14,316.90	100.00
977.000 NEW EQUIPMENT PURCHASE	9,056.73	17,500.00	22,500.00	18,861.02	83.83
980.000 NEW OFFICE EQUIPMENT & FURNITURE	542.10	1,000.00	1,000.00	333.19	33.32
980.100 NEW COMPUTER HARDWARE & SOFTWARE	5,615.77	8,500.00	8,500.00	413.17	4.86
Total Dept 536 - WATER/SEWER SYSTEMS	1,257,560.42	4,276,046.00	4,286,046.00	1,874,184.04	43.73
Dept 906 - DEBT SERVICE					
993.002 BOND INTEREST - (2010 WATER)	42,745.26	39,600.00	39,600.00	39,505.00	99.76
993.800 BOND ISSUE COST AMORTIZATION	1,578.75	1,579.00	1,579.00	1,578.75	99.98
993.900 BOND - PAYING AGENT FEES	750.00	750.00	850.00	825.00	97.06
Total Dept 906 - DEBT SERVICE	45,074.01	41,929.00	42,029.00	41,908.75	99.71
Dept 960 - DEPRECIATION EXPENSE					
968.000 DEPRECIATION EXPENSE	433,944.19	430,000.00	445,000.00	0.00	0.00
Total Dept 960 - DEPRECIATION EXPENSE	433,944.19	430,000.00	445,000.00	0.00	0.00
TOTAL EXPENDITURES	1,736,578.62	4,747,975.00	4,773,075.00	1,916,092.79	40.14
Fund 591 - WATER FUND:					
TOTAL REVENUES	2,015,598.00	1,922,675.00	2,552,175.00	1,916,897.34	75.11
TOTAL EXPENDITURES	1,736,578.62	4,747,975.00	4,773,075.00	1,916,092.79	40.14
NET OF REVENUES & EXPENDITURES	279,019.38	(2,825,300.00)	(2,220,900.00)	804.55	0.04
TOTAL REVENUES - ALL FUNDS	10,602,079.40	10,786,000.00	11,774,300.00	8,797,199.85	74.72
TOTAL EXPENDITURES - ALL FUNDS	8,030,140.33	16,343,936.00	14,698,549.00	6,344,799.76	43.17
NET OF REVENUES & EXPENDITURES	2,571,939.07	(5,557,936.00)	(2,924,249.00)	2,452,400.09	83.86



REQUEST FOR TOWNSHIP BOARD ACTION

TO: Board of Trustees	DATE: October 15, 2024
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: 10/23/2024
ACTION REQUESTED: Board of Trustees annual review of Board Governance Policy No. 4.3 – Delegation to Township Manager and Management Team	

Current Action X Emergency

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

Finance Approval MDS

BACKGROUND INFORMATION

The Board Governance Policy was originally adopted in 2010 with subsequent amendments in the intervening years and as recently as early in 2024. The purpose of the Policy is to assist the Board of Trustees in the execution of their duties as a policy making body. Through the articulation of various policies within the totality of the document, the Board of Trustees is encouraged to focus on long-term organizational outputs and the discharge of its fiduciary responsibilities.

Certain policies, such as Policy 4.3 (Delegation to Township Manager and Management Team), are to be reviewed and monitored for compliance on an annual basis.

Board Policy 4.3 – Delegation to Township Manager and Management Team

The Policy states:

The board will instruct the Township Manager and Management Team through written policies which prescribe the organizational Ends to be achieved, and describe organizational situations and actions to be avoided, allowing the Township Management to use any reasonable interpretation of these policies.

Accordingly:

- 4.3.1 The board will develop policies instructing the Township Manager to produce certain effects, define the intended recipients of those effects to be produced and the intended worth (cost benefit or priority) of the effects. These policies will be developed systematically from the broadest, most general level to more defined levels, and will be called Ends policies
- 4.3.2 The board will develop policies which limit the latitude the Township Management Team may exercise in choosing the organizational means. These policies will be developed systematically from the broadest, most general level to more defined levels, and they will be called Executive Limitations policies.
- 4.3.3 As long as the Township Manager uses *any reasonable interpretation* of the board's Ends and Executive Limitations policies, the Township Manager is authorized to establish, consistent with

Board established policies, all further policies, make all decisions, take all actions, establish all practices, and develop all activities.

- 4.3.4 The board may change its Ends and Executive Limitations policies, thereby shifting the boundary between board and the Township Management Team domains. By doing so, the board changes the latitude of choice given to the Township Manager. But as long as any particular delegation is in place, the board will respect and support the Township Manager's choices.

Attached is an evaluation form that can be used for the review/discussion of Policy No. 4.3.

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

An annual review of Board Policies allows for the Board of Trustees to monitor itself regarding adherence to policies that apply to the Board of Trustees.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed in this review (From Policy 1.0: Global End)

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

COSTS

Not applicable

PROJECT TIME TABLE

Not applicable

RESOLUTION

Not applicable

Policy: 4.3 – Delegation to Township Manager and Management Team
Type: Direct Inspection
Occurrence: Annual
Date: October 2024

Policy:

The board will instruct the Township Manager and Management Team through written policies which prescribe the organizational Ends to be achieved, and describe organizational situations and actions to be avoided, allowing the Township Management to use any reasonable interpretation of these policies.

Accordingly:

- 4.3.1 The board will develop policies instructing the Township Manager to produce certain effects, define the intended recipients of those effects to be produced and the intended worth (cost benefit or priority) of the effects. These policies will be developed systematically from the broadest, most general level to more defined levels, and will be called Ends policies
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- 4.3.3 As long as the Township Manager uses *any reasonable interpretation* of the board's Ends and Executive Limitations policies, the Township Manager is authorized to establish, consistent with Board established policies, all further policies, make all decisions, take all actions, establish all practices, and develop all activities.
- 4.3.4 The board may change its Ends and Executive Limitations policies, thereby shifting the boundary between board and the Township Management Team domains. By doing so, the board changes the latitude of choice given to the Township Manager. But as long as any particular delegation is in place, the board will respect and support the Township Manager's choices.

Use this evaluation form for discussion at the Board of Trustees Meeting on October 23, 2024.

Review all sections of the policy listed and evaluate compliance with policy.

1. Indicate item by item if you believe **(Y/N)** the Board is in strict compliance with the policy as stated.

2. If you indicated that the Board is not in strict compliance with the policy as stated, please indicate what you notice that gives evidence that the Board is not in compliance.

3. How do you think the Board could improve the process to be in full compliance?

4. What does the Board need to learn or discuss in order to live by the policies more completely?



Fiscal Year 2025
Recommended Budget
Presented October 2024

Charter Township of Union

To: Charter Township of Union Board of Trustees
From: Mark Stuhldreher, Township Manager/ MDS
Date: October 15, 2024
Subject: Fiscal Year 2025 Budget Recommendation

Please find attached the Township Manager's recommended FY 2025 budget for the following funds:

1. General
2. Fire
3. Special Assessment
4. EDDA Operating
5. WDDA Operating
6. Two (2) percent SCIT Grant
7. Sewer
8. Water

This recommendation is the result of budget requests received by the respective departments, information obtained from discussion with the Board and as reviewed by the Manager's office.

The focus of this recommendation is to advance the Ends as outlined in the Union Township Board Policy Manual.

The format of the budget document is similar to previous years.

The table below outlines the procedural steps required for final budget adoption.

Action	Date
Manager Budget Recommendation to Board	October 2024
Board Study Session	Month of October, November, and December
Board Set Public Hearing	October 9, 2024, Board Meeting
Publish Public Hearing Notice	October 13, 2024, Paper
Hold Public Hearing	October 23, 2024, Board Meeting
Budget Adoption	[Date], 2024, Board Meeting

Below are highlights of the respective fund budget recommendations.

General

- Township Operation millage remains at 1 mill
- Total appropriation budget is \$3.417 million

- At \$1.324 million dollars, state shared revenue is projected to be flat compared to the FY '24-year end projections. This is compared to FY '23 actual of \$1.313 million
- Interest income is budgeted at \$325k which is similar to what is expected by year-end 2024. This compares to FY '23 actual of \$265k
- No changes in staffing levels are budgeted in FY '25
- Employee health care, dental and vision benefit expenses are projected to increase 9%, 5%, and 5%, respectively
- Employee contribution to the health care benefit program is budgeted at 12% of the premium per labor contracts.
- A two-year project to scan historical buildings and site plan documents, currently located in the basement of Township Hall, began this year, and will continue into 2025. This is split between the building and planning department.
- Annual clean-up day funding is \$18k
- Election department funding is budgeted at \$12.8k which is significantly lower than in prior years. This is due to no general election next year
- Funding contribution in support of Joint Operations and Management Agreement for the Mt Pleasant Regional Airport of \$10k is provided-additional funding partners include Saginaw Chippewa Indian Tribe, Mid-Michigan Development Corporation, and Isabella County
- Funds in the amount of \$990k are budgeted for sidewalk projects to include \$375k contribution to the Mission Creek Pathway, \$300k for a new sidewalk on Pickard between Lincoln and Ashland and \$255k for sections along Bluegrass Rd
- Contributions to the ICRC are budgeted at \$376k for gravel road improvement (refurbish and/or ditch maintenance), brine application, and in partnership with the Isabella Township and the Road Commission, refurbishing of Meridian Rd
- FY 2025-year end fund balance, projected at \$6.928 million or 203% of FY 2025 recommended appropriations

Fire

- Fire millage remains at 2.25 mills
- East and West DDA continue financial support to the fund for fire services in respective districts in the total amount of \$161k
- FY '25 fire protection service contract payment to the City of Mt. Pleasant is \$863k, a 3% increase. Note that the contract with the City expired at the end of 2023. The contract contains provisions to extend the contract and discussions regarding same are in process.
- Total recommended appropriations are \$877k
- FY 2025 year-end fund balance projected at \$1.494 million or 170% of operating expenses

Special Assessment

- After drawing down the fund balance over the last couple of years because of cash financing various projects, the fund balance is projected to be \$345k at year end. This is available to cash finance citizen initiated special assessment paving projects.

EDDA Operating

- Total appropriations budget is \$2,185,470
- Funding transfer of \$88,000 to the Fire Fund in support of the fire service delivery contract with Mt Pleasant
- Programs such as lawn mowing, irrigation, landscape maintenance, holiday lighting, banners and snowplowing are funded
- \$40,000 is budgeted to continue offering grant programs to assist local businesses with signage, beautification, and access improvements
- \$1,000 is budgeted to continue to support the operation and maintenance of the Mt. Pleasant Airport's courtesy vehicle
- \$10,000 is budgeted to help support the creation of a new set of seasonal gateway banners for the US-127 interchange
- Funding of \$500,000 is budgeted for a contribution to the Water Fund for construction of a water system loop from M20 to South Summerton to East Broadway
- \$200,000 is budgeted for assistance to plan reconstruction of Packard/Corporate/Airport Rd. area industrial roads to class A
- A total of \$225,000 is proposed for sidewalk projects that include along the east side of S. Isabella Rd. from E. Kay St. south to E. Broadway Rd., and across the unbuilt road right-of way owned by the Township on Honey Bear Lane to the adjacent Broadway Acres Mobile Home Park. These projects have been carried over from 2023 and 2024.
- Funding of \$400,000 is proposed for potential land assembly to help facilitate expanded industrial/research/warehouse/distribution center development opportunities and eligibility for state and federal economic development programs aimed at supporting local governments with funding for industrial site and infrastructure improvements.
- Funding of \$20,000 has been carried over from 2023 and 2024 for the Installation of a new gateway entrance sign in partnership with Mid Michigan College and Consumers Energy on the SW corner E. Pickard Rd. (M-20) and S. Summerton Rd.
- Funding of \$450,000 is proposed for reconstruction of the underground irrigation system along both sides of E. Pickard Rd. (M-20). This amount is based on a preliminary cost estimate provided by the Township's irrigation contractor.
- Funding of \$40,000 has been carried over from 2023 and 2024 for demolition and replacement of the dilapidated Enterprise Industrial Park freestanding sign at 5800 E. Pickard Rd., which may include use of an electronic message board sign element to expand opportunities for promotion of industrial park businesses.
- Net revenue/expense for the East DDA Fund during fiscal year 2025 is (\$1,449,420).
- Fiscal Year 2025 projected year end fund balance for the East DDA Fund is \$929,406.
- The EDDA budget was approved at their October 15, 2024, meeting with a recommendation that the Board of Trustees approve as well.

WDDA Operating

- Total appropriation budget is \$427,650
- \$1,000 is budgeted to continue to support the operation and maintenance of the Mt. Pleasant Airport's courtesy vehicle
- \$10,000 is budgeted to help support the creation of a new set of seasonal gateway banners for the US-127 interchange

- \$40,000 is budgeted to continue offering grant programs to assist local businesses with signage, beautification, and access improvements
- \$50,000 is budgeted to plan development for storm drainage, sidewalks, and streetlights from Remus Road to the bridge on Lincoln Road
- Funding of \$175,000 is proposed for extension of the public sidewalk along E. Remus Rd. (M-20) north along Bradley St. to connect to the existing sidewalk in front of the Middle School (440 S. Bradley St.).
- Funding of \$50,000 is proposed for the development of a plan for streetlighting and additional streetscape improvements along E. Remus Rd. (M-20).
- Net revenue/expense for Fiscal Year 2025 is \$83,500
- Fiscal Year 2025 projected year end fund balance is \$1,652,598
- The WDDA budget was approved at their October 15, 2024, meeting with a recommendation that the Board of Trustees approve as well.

Two (2) percent Grant Fund

- FY 2025 projected year end fund balance is \$41k and is comprised of interest earnings that have accumulated over the past years as well as residual amounts not needed for projects that were awarded in the past that came in under budget.
- If grants are awarded in 2025, this budget will be amended

Sewer

- Total appropriation budget is \$5.228 million
- To support the Capital Investment program and inflationary increases, usage rates have increased 5.1% as have several other fees. For a more complete discussion, see the "Fee" section of this memo below
- Capital maintenance projects include:
 - \$150k for manhole/wet well floor relining, and miscellaneous system repairs
 - \$110k for lift station maintenance and pump repairs
- New capital projects include:
 - \$275k for pump station #2 upgrades/replacement
 - \$675k for pump station #5 upgrades/replacement
 - \$168k for pump station #10 upgrades/replacement
 - \$600k to update the fine screening components at the treatment plant
- FY 2025 projected year end net assets are \$14.644 million

Water

- Total appropriation budget is \$8.868 million
- To support the Capital Investment program and inflationary increases, usage rates have increased 4.8% as have several other fees. For a more complete discussion, see the "Fee" section of this memo below
- \$44k is budgeted to continue the lead and copper inventory study and to continue the cross-connection control program

- Capital maintenance projects include:
 - Well #11 rehabilitation
 - Cathodic protection at the Broadway Tower
- New capital projects include:
 - 2025 will be spent managing the \$10.958 million DWSRF grant program that includes:
 - New well #12
 - New transmission line from the new well to Isabella/Mission Rd. Treatment Plant
 - Upgrades and expansion to the water treatment plant
 - Lead Service line and lead hydrant head replacement
- FY 2025 projected year end net assets are \$9.840 million

Fees

The recommended fee schedule is included in the “other information” section of the budget book. Only a few fees are recommended to increase this year.

- While no building permit fee changes are recommended to existing fees, it is recommended that the Special Use review fee be applied starting in 2025 to accessory dwellings, bed and breakfast operations, foster family group homes and short-term rental housing.
- A new escrow deposit in the amount of \$2,425 is being recommended for providing sewer capacity letters
- Water and Sewer Fees are recommended to increase based on Cost-of-Service Study recommendations.

For a complete listing, please see the Recommended Fee Schedule in the “other information” section of the budget book.

Other Information

- The section of the budget book labeled “Other Information” contains useful historical and future focused information regarding state shared revenue, taxable value, fund balance and working capital trends, long-term projections, and capital improvement plan information. Additionally, you will find the fee schedule and personnel cost summary worksheets in this section of the budget book.

I would like to thank the citizens, the Board of Trustees, and the Township staff for their participation in the development of this recommendation.

I look forward to discussing this budget recommendation with the Board in the coming weeks.

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 000 - NONE							
101-000-402.000	CURRENT PROPERTY TAX	329,727	349,700	349,700	367,000	367,000	
101-000-402.100	PRIOR YEARS PROPERTY TAXES	2,525				1,000	
101-000-404.000	425 AGREEMENT	165	100	100	100	100	
101-000-412.000	DELQ PERSONAL PROPERTY TAXES	622	600	600	600	600	
101-000-414.000	PROPERTY TAX REFUNDS-MTT	(43)	(5,000)	(5,000)	(5,000)	(5,000)	
101-000-432.000	PILOT TAX	1,833	2,000	2,000	2,000	2,000	
101-000-434.000	MOBILE HOME PARK TAX	3,244	3,400	3,400	3,400	3,400	
101-000-445.000	INTEREST ON TAXES	26	500	500	500	500	
101-000-445.100	3% OR 4% PENALTY ON TAX	15,655	12,500	12,800	12,000	12,800	
101-000-447.000	ADMIN FEE-PROPERTY TAX	168,549	170,000	175,000	180,000	180,000	
101-000-447.001	ADMIN FEES-REFUNDS MTT BOR	(170)	(1,000)	(1,000)	(1,000)	(1,000)	
101-000-447.050	ADMIN FEE-STATE EDUC TAX(SET)	7,705	7,700	7,700	7,700	7,700	
101-000-447.100	ADMIN FEE-PRIOR YEARS	1,258	200	200	200	200	
101-000-467.000	REVENUE-STREET LIGHTS SPEC ASSESS	19,980	20,150	20,150	22,000	22,000	
101-000-476.000	BUILDING PERMITS	219,073	75,000	60,000	75,000	75,000	
101-000-476.500	ZONING PERMITS	15,845	18,000	10,000	18,000	18,000	
101-000-477.000	CABLE TV FRANCHISE FEES	96,905	80,000	70,000	85,000	70,000	
101-000-478.000	DOG LICENSE REVENUE	(35)	100	100	100	100	
101-000-539.000	STATE GRANTS		975,000	975,000			
101-000-573.000	STATE AID REVENUE-LCSA	4,641	5,700	5,700	5,700	5,700	
101-000-574.000	STATE REVENUE SHARING	1,313,467	1,320,000	1,320,000	1,324,000	1,324,000	
FOOTNOTE AMOUNTS:						76,000	
CITIES, VILLAGES, & TOWNSHIPS REVENUE SHARING							
FOOTNOTE AMOUNTS:						1,248,000	
CONSTITUTIONAL REVENUE SHARING-PER STATE EST.							
GL # FOOTNOTE TOTAL:						1,324,000	
101-000-574.100	LIQUOR STATE REVENUE SHARING	12,891	13,800	14,200	14,000	14,000	
101-000-574.200	METRO ACT REVENUE SHARING-LCSA	12,028	9,000	9,000	9,000	9,000	
101-000-576.000	STATE GRANTS - SPECIAL ELECTION RE		20,600	20,600			
101-000-582.000	CONTRIBUTION FROM TRIBE		125,250	125,250			
101-000-626.000	LAND DIVISIONS/ZONING REVIEW FEES	2,425	2,000	2,000	2,000	2,000	
101-000-628.000	RENTAL INSPECTION FEES	95,342	103,000	111,000	109,000	109,000	
101-000-637.000	APPLICATION FEES	750	500	500	500	500	
101-000-637.500	WEED ABATEMENT SERVICES		1,000	500	1,000	500	
101-000-651.000	USE FEES-BASEBALL FIELDS	520	500	1,100	500	500	
101-000-655.000	FINES & FORFEITURES	930	3,000	5,700	3,000	3,000	
101-000-665.000	INTEREST EARNED	264,937	300,000	300,000	325,000	325,000	
101-000-667.000	RENT - JAMESON HALL	7,025	8,000	8,700	8,000	8,000	
101-000-667.100	RENT - McDONALD PARK PAVILION	1,416	1,500	1,600	1,600	1,600	
101-000-667.200	RENT - JAMESON PAVILION	1,308	1,500	1,500	1,300	1,300	
101-000-671.000	LEASES	900	900	900	900	900	
101-000-672.000	OTHER REVENUE	319	5,000	3,000	5,000	3,000	
101-000-673.000	GAIN/LOSS ON SALE(DISPOSAL)OF ASSF	5,500			1,500	1,500	
TRADE-IN 2012 KUBOTA LAWNMOWER-PARKS							
101-000-681.000	ELECTION FILING FEES		700	700			
101-000-685.000	OPIOID SETTLEMENT REVENUE	97		81			
101-000-687.000	REFUNDS & REBATES	490	500	500	500	500	
Totals for dept 000 - NONE		2,607,850	3,631,400	3,613,781	2,580,100	2,564,400	
Dept 930 - TRANSFER IN							
101-930-699.285	TRANSFER IN FROM ARPA FUND	7,013					
Totals for dept 930 - TRANSFER IN		7,013					
TOTAL ESTIMATED REVENUES		2,614,863	3,631,400	3,613,781	2,580,100	2,564,400	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 101 - TRUSTEES							
101-101-702.000	SALARIES & WAGES	29,196	30,200	30,200	30,000	30,000	
101-101-707.000	PER MEETING	1,975	4,000	4,000	4,000	4,000	
101-101-710.000	EMPLR FICA CONTR	1,985	2,108	2,108	2,108	2,108	
101-101-711.000	EMPLR MEDICARE CONTR	464	500	500	493	493	
101-101-724.000	WORKER'S COMP	13	32	32	31	31	
101-101-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	3,508	4,300	4,300	4,300	4,300	
	FOOTNOTE AMOUNTS:					3,500	
	BOT MEETING RECORDING						
	FOOTNOTE AMOUNTS:					200	
	MML DUES						
	FOOTNOTE AMOUNTS:					600	
	MISCELLANEOUS SERVICES						
	GL # FOOTNOTE TOTAL:					4,300	
101-101-860.000	TRANSPORTATION/MILEAGE REIMBURSMEN		500		500	500	
101-101-955.000	MISC.	87	250	250	250	250	
101-101-957.000	PROFESSIONAL DEVELOPMENT	114	1,000	1,000	1,000	1,000	
101-101-957.100	SEMINAR LODGING		500		500	500	
101-101-957.200	SEMINAR MEALS		250	250	300	300	
101-101-957.300	MEMBERSHIP & DUES	19,633	20,000	20,000	20,000	20,000	
	FOOTNOTE AMOUNTS:					10,000	
	MIDDLE MICHIGAN DEVELOPMENT CORP						
	FOOTNOTE AMOUNTS:					7,500	
	MTA DUES						
	FOOTNOTE AMOUNTS:					1,900	
	MTA ONLINE SUBSCRIPTION-TRAINING						
	FOOTNOTE AMOUNTS:					600	
	MT PLEASANT AREA CHAMBER OF COMMERCE						
	GL # FOOTNOTE TOTAL:					20,000	
Totals for dept 101 - TRUSTEES		56,975	63,640	62,640	63,482	63,482	
Dept 171 - SUPERVISOR							
101-171-702.000	SALARIES & WAGES	6,250	6,250	6,250	6,250	6,250	
101-171-707.000	PER MEETING	1,575	1,400	1,400	1,400	1,400	
101-171-710.000	EMPLR FICA CONTR	485	475	475	474	474	
101-171-711.000	EMPLR MEDICARE CONTR	114	112	112	111	111	
101-171-724.000	WORKER'S COMP	7	10	10	7	7	
101-171-767.000	UNIFORMS		100	100	100	100	
101-171-860.000	TRANSPORTATION/MILEAGE REIMBURSMEN		350		350	350	
101-171-957.000	PROFESSIONAL DEVELOPMENT	43	500	500	500	500	
101-171-957.200	SEMINAR MEALS		100		100	100	
Totals for dept 171 - SUPERVISOR		8,474	9,297	8,847	9,292	9,292	
Dept 172 - TWP MANAGER							
101-172-702.000	SALARIES & WAGES	36,824	40,250	40,250	40,207	40,207	
101-172-702.600	CAR ALLOWANCE	3,600	3,600	3,600	3,600	3,600	
101-172-710.000	EMPLR FICA CONTR	2,481	2,700	2,700	2,686	2,686	
101-172-711.000	EMPLR MEDICARE CONTR	580	630	630	628	628	
101-172-711.500	UNEMPLOYMENT	17	47	47	32	32	
101-172-716.000	EMPLR RETIREMENT CONTR	3,647	4,170	4,170	4,381	4,381	
101-172-718.500	HEALTH INSURANCE	8,544	8,600	8,600	9,356	9,356	
	ASSUMED A 9% INCREASE						
101-172-718.700	HEALTH INS-EE CONTRIBUTIONS	(355)	(380)	(380)	(457)	(457)	
	EMPLOYEE COST SHARE 12%						
101-172-719.000	DENTAL INSURANCE	186	185	185	184	184	
	ASSUMED A 5% INCREASE						075
101-172-719.800	VISION INSURANCE	55	52	52	52	52	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 172 - TWP MANAGER							
ASSUMED A 5% INCREASE							
101-172-719.900	VISION INS-EE CONTRIBUTIONS	(27)	(26)	(26)	(26)	(26)	
101-172-724.000	WORKER'S COMP	70	75	75	73	73	
101-172-725.000	LIFE & DISABILITY BENEFIT	136	150	150	134	134	
ASSUMED A 5% INCREASE							
101-172-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	18,010	4,700	4,700	500	4,000	
101-172-852.000	CONTRIBUTION TO CABLE CONSORTIUM	38,762	42,000	42,000	35,000	35,000	
101-172-880.000	COMMUNITY PROMOTION	8,892	9,000	9,000	10,000	10,000	
FOOTNOTE AMOUNTS:						9,000	
EPICENTER UNDERWRITING/SPONSORSHIP							
FOOTNOTE AMOUNTS:						500	
BUSINESS AFTER HOURS SPONSORSHIP							
FOOTNOTE AMOUNTS:						500	
ANNUAL LEADERSHIP LUNCHEON							
GL # FOOTNOTE TOTAL:						10,000	
101-172-916.000	SUBSCRIPTIONS & PUBLICATIONS	1,244	800	800	800	800	
BUDGET BOOKS CREATED							
101-172-955.000	MISC.	538	300	300	300	300	
101-172-957.000	PROFESSIONAL DEVELOPMENT	742	1,000	200	1,000	750	
101-172-957.100	SEMINAR LODGING	176	500		500	500	
101-172-957.200	SEMINAR MEALS	95	100		200	250	
101-172-957.300	MEMBERSHIP & DUES	75	600		600	300	
101-172-980.000	NEW OFFICE EQUIPMENT & FURNITURE		500	500	500	500	
Totals for dept 172 - TWP MANAGER		124,292	119,553	117,553	110,250	113,250	
Dept 191 - ACCOUNTING/GEN ADMIN							
101-191-702.000	SALARIES & WAGES	121,129	110,400	110,400	149,960	149,960	
101-191-702.500	OVERTIME	4,675	6,500	4,500	7,500	4,500	
OVERTIME REQUIRED FOR AFTER HOURS BOARD MEETINGS							
101-191-702.700	LUMP SUM IN LIEU OF STEP		800	800	840	840	
101-191-705.000	LEAVE TIME PAYOUT	1,606					
101-191-710.000	EMPLR FICA CONTR	7,418	9,296	9,296	9,703	9,703	
101-191-711.000	EMPLR MEDICARE CONTR	1,735	1,628	1,628	2,164	2,164	
101-191-711.500	UNEMPLOYMENT	112	333	333	222	222	
101-191-716.000	EMPLR RETIREMENT CONTR	617	11,100	11,100	14,996	14,996	
101-191-718.500	HEALTH INSURANCE	51,996	47,200	47,200	65,382	65,382	
ASSUMED A 9% INCREASE							
101-191-718.700	HEALTH INS-EE CONTRIBUTIONS	(5,277)	(5,000)	(5,000)	(8,667)	(8,667)	
EMPLOYEE COST SHARE 12%							
101-191-719.000	DENTAL INSURANCE	2,634	2,475	2,475	3,712	3,712	
ASSUMED A 5% INCREASE							
101-191-719.800	VISION INSURANCE	641	580	580	814	814	
ASSUMED A 5% INCREASE							
101-191-719.900	VISION INS-EE CONTRIBUTIONS	(321)	(290)	(290)	(358)	(358)	
101-191-724.000	WORKER'S COMP	219	193	193	258	258	
101-191-725.000	LIFE & DISABILITY BENEFIT	716	600	600	843	843	
ASSUMED A 5% INCREASE							
101-191-752.000	OFFICE SUPPLIES	1,412	3,000	3,000	3,000	3,000	
101-191-767.000	UNIFORMS		300	200	200	200	
101-191-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	2,462	42,000	42,000	2,000	2,000	
FOOTNOTE AMOUNTS:						1,000	
F65 PREPARATION							
FOOTNOTE AMOUNTS:						1,000	
MISCELLANEOUS							
GL # FOOTNOTE TOTAL:						2,000	076
101-191-801.020	EXTERNAL AUDIT	20,165	24,500	24,535	25,000	25,000	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 191 - ACCOUNTING/GEN ADMIN							
101-191-851.000	MAIL/POSTAGE	6,843	8,000	9,500	8,000	8,000	
101-191-860.000	TRANSPORTATION/MILEAGE REIMBURSMEN	1,003	500	500	500	500	
101-191-900.000	PRINTING & PUBLISHING	373	1,500	1,500	1,500	1,500	
101-191-955.000	MISC.	49	200	100	200	200	
101-191-955.001	BANK FEES	221	250	400	300	300	
101-191-957.000	PROFESSIONAL DEVELOPMENT	2,119	4,000	4,000	4,000	4,000	
101-191-957.100	SEMINAR LODGING	566	1,500		1,500	1,500	
101-191-957.200	SEMINAR MEALS	55	200		200	200	
101-191-957.300	MEMBERSHIP & DUES	229	800	500	800	800	
101-191-980.000	NEW OFFICE EQUIPMENT & FURNITURE	1,008	1,000	1,200	1,000	1,000	
101-191-980.100	NEW COMPUTER HARDWARE & SOFTWARE		500	500	500	500	
Totals for dept 191 - ACCOUNTING/GEN ADMIN		224,405	274,065	271,750	296,069	293,069	
Dept 215 - CLERK							
101-215-702.000	SALARIES & WAGES	28,039	39,500	39,500	40,046	40,046	
101-215-707.000	PER MEETING	225	2,000	500	2,000	500	
101-215-710.000	EMPLR FICA CONTR	1,759	2,600	2,600	2,607	2,607	
101-215-711.000	EMPLR MEDICARE CONTR	411	600	600	610	610	
101-215-724.000	WORKER'S COMP	30	40	40	47	47	
101-215-752.000	OFFICE SUPPLIES		500	250	500	500	
101-215-754.000	OPERATING SUPPLIES	1,062	1,000	600	1,500	1,000	
101-215-860.000	TRANSPORTATION/MILEAGE REIMBURSMEN		300		300	300	
101-215-900.000	PRINTING & PUBLISHING	2,984	2,500	2,500	3,000	3,000	
101-215-957.000	PROFESSIONAL DEVELOPMENT	50	100		100	100	
101-215-957.100	SEMINAR LODGING		750		750	750	
101-215-957.200	SEMINAR MEALS		100		100	100	
101-215-957.300	MEMBERSHIP & DUES	150	150		150	150	
101-215-980.000	NEW OFFICE EQUIPMENT & FURNITURE		500		500	500	
101-215-980.100	NEW COMPUTER HARDWARE & SOFTWARE		500	500	500	500	
Totals for dept 215 - CLERK		34,710	51,140	47,090	52,710	50,710	
Dept 228 - DATA PROCESSING, INFORMATION TECHNOLOGY							
101-228-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	50,110	64,560	64,560	52,350	52,350	
	FOOTNOTE AMOUNTS:					9,120	
	BS&A SUPPORT SERVICES						
	FOOTNOTE AMOUNTS:					21,600	
	CMS MANAGED IT						
	FOOTNOTE AMOUNTS:					100	
	STATIC IP						
	FOOTNOTE AMOUNTS:					35	
	ANNUAL DOMAIN REGISTRATION						
	FOOTNOTE AMOUNTS:					700	
	HOSTED EMAIL SERVICE (IMAIL)						
	FOOTNOTE AMOUNTS:					2,100	
	HOSTED EMAIL SERVICE (EXCHANGE)						
	FOOTNOTE AMOUNTS:					345	
	2-YR VEEAM BACKUP RENEWAL						
	FOOTNOTE AMOUNTS:					1,200	
	MISS DIG LOCATION SERVICES						
	FOOTNOTE AMOUNTS:					1,600	
	WEB ASCENDER-WEBSITE HOSTING/SUPPORT						
	FOOTNOTE AMOUNTS:					550	
	APEX SKETCHING SOFTWARE						
	FOOTNOTE AMOUNTS:					1,200	
	ANNUAL FIBER INTERNET FEE						
	FOOTNOTE AMOUNTS:					2,400	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 228 - DATA PROCESSING, INFORMATION TECHNOLOGY							
	ADOBE ACROBAT PRO SUBSCRIPTIONS						
	FOOTNOTE AMOUNTS:					1,100	
	PIVOT POINT-FIELD ASSESSING SOFTWARE						
	FOOTNOTE AMOUNTS:					700	
	ESRI-ARCGIS ONLINE CREATOR ANNUAL SUBSCRIPTION						
	FOOTNOTE AMOUNTS:					2,500	
	MICROSOFT OFFICE 365 PROPLUS ANNUAL SUBSCRIPTION						
	FOOTNOTE AMOUNTS:					3,000	
	MISC REPAIRS NOT COVERED/ONSITE SUPPORT						
	FOOTNOTE AMOUNTS:					2,000	
	SERVER CO-LOCATION FEES						
	FOOTNOTE AMOUNTS:					1,300	
	BACKBLAZE CLOUD STORAGE/BACKUP						
	FOOTNOTE AMOUNTS:					800	
	ZOOM VIRTUAL MEETING SUBSCRIPTION						
	GL # FOOTNOTE TOTAL:					52,350	
101-228-950.000	HARDWARE REPLACEMENTS	11,303	19,200	19,200	6,000	6,000	
	FOOTNOTE AMOUNTS:					2,000	
	1 COMPUTER REPLACEMENT-TREASURER						
	FOOTNOTE AMOUNTS:					4,000	
	MISC HARDWARE REPLACEMENTS						
	GL # FOOTNOTE TOTAL:					6,000	
Totals for dept 228 - DATA PROCESSING, INFORMATION		61,413	83,760	83,760	58,350	58,350	
Dept 253 - TREASURER							
101-253-702.000	SALARIES & WAGES	21,537	24,102	24,102	24,102	24,102	
101-253-707.000	PER MEETING		500		500	500	
101-253-710.000	EMPLR FICA CONTR	1,335	1,525	1,525	1,525	1,525	
101-253-711.000	EMPLR MEDICARE CONTR	312	357	357	357	357	
101-253-724.000	WORKER'S COMP	20	30	30	24	24	
101-253-752.000	OFFICE SUPPLIES	337	500	500	1,000	1,000	
101-253-801.000	PROFESSIONAL & CONTRACTUAL SERVICE		500		500	500	
101-253-851.000	MAIL/POSTAGE	3,993	4,000	4,000	4,200	4,200	
	POSTAGE FOR TAX BILLS						
101-253-860.000	TRANSPORTATION/MILEAGE REIMBURSMEN		250		250	250	
101-253-955.000	MISC.		100	100	100	100	
101-253-957.000	PROFESSIONAL DEVELOPMENT		250		1,000	1,000	
101-253-957.100	SEMINAR LODGING				500	500	
101-253-957.200	SEMINAR MEALS				300	300	
101-253-957.300	MEMBERSHIP & DUES	99	100	100	300	300	
101-253-980.000	NEW OFFICE EQUIPMENT & FURNITURE		500		500	500	
101-253-980.100	NEW COMPUTER HARDWARE & SOFTWARE		500		500	500	
Totals for dept 253 - TREASURER		27,633	33,214	30,714	35,658	35,658	
Dept 257 - ASSESSOR							
101-257-702.000	SALARIES & WAGES	51,410	90,300	90,300	96,354	96,354	
101-257-707.000	PER DIEM	2,000	4,125	4,125	4,125	4,125	
101-257-710.000	EMPLR FICA CONTR	3,205	5,800	5,800	6,140	6,140	
101-257-711.000	EMPLR MEDICARE CONTR	750	1,375	1,375	1,436	1,436	
101-257-711.500	UNEMPLOYMENT	48	300	300	190	190	
101-257-716.000	EMPLR RETIREMENT CONTR	4,570	7,570	7,570	8,575	8,575	
101-257-718.500	HEALTH INSURANCE	15,926	25,724	25,724	28,013	28,013	
	ASSUMED A 9% INCREASE						
101-257-718.700	HEALTH INS-EE CONTRIBUTIONS	(620)	(1,135)	(1,135)	(1,368)	(1,368)	
	EMPLOYEE COST SHARE 12%						
101-257-719.000	DENTAL INSURANCE	349	550	550	551	551	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 257 - ASSESSOR							
101-257-719.800	ASSUMED A 5% INCREASE						
	VISION INSURANCE	96	152	152	150	150	
101-257-719.900	ASSUMED A 5% INCREASE						
	VISION INS-EE CONTRIBUTIONS	(48)	(76)	(76)	(75)	(75)	
101-257-724.000	WORKER'S COMP	152	226	226	243	243	
101-257-725.000	LIFE & DISABILITY BENEFIT	150	400	400	400	400	
101-257-754.000	ASSUMED A 5% INCREASE						
	OPERATING SUPPLIES	313	500	300	500	500	
101-257-759.000	GAS/FUEL			75	200	200	
101-257-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	30,125	17,000	28,000	17,000	17,000	
	FOOTNOTE AMOUNTS:					15,000	
	APPRAISAL FEES FOR MTT CASES						
	FOOTNOTE AMOUNTS:					600	
	ASSESSMENT NOTICE PRINTING/PROCESSING						
	FOOTNOTE AMOUNTS:					1,400	
	MISCELLANEOUS PROFESSIONAL SERVICES						
	GL # FOOTNOTE TOTAL:					17,000	
101-257-850.000	COMMUNICATIONS	510	550	550	550	550	
	DATA CHARGE FOR THE FIELD ASSESSING IPAD						
101-257-851.000	MAIL/POSTAGE	2,214	2,800	2,800	2,800	2,800	
	MAILING ASSESSMENT NOTICES/PERSONAL PROPERTY STMTS						
101-257-900.000	PRINTING & PUBLISHING	1,955	2,000	2,000	2,000	2,000	
	PUBLIC NOTICES FOR THE BOARD OF REVIEW MEETINGS						
101-257-916.000	SUBSCRIPTIONS & PUBLICATIONS	278	1,700	1,700	1,800	1,800	
	CREXI SUBSCRIPTION-SALES LOOK-UP ACCESS						
101-257-932.000	VEHICLE REPAIRS & MAINTENANCE				500	500	
	FORD ESCAPE MAINTENANCE/CAR WASHES						
101-257-955.000	MISC.	464	500	500	500	500	
101-257-957.000	PROFESSIONAL DEVELOPMENT	300	500	1,000	1,000	1,000	
	ASSESSOR CONFERENCES/BOARD OF REVIEW TRAINING						
101-257-957.100	SEMINAR LODGING				500	500	
101-257-957.200	SEMINAR MEALS				200	200	
101-257-957.300	MEMBERSHIP & DUES		1,700	1,700	1,000	1,000	
101-257-980.000	NEW OFFICE EQUIPMENT & FURNITURE		500		500	500	
101-257-980.100	NEW COMPUTER HARDWARE & SOFTWARE	2,190	500	100	500	500	
Totals for dept 257 - ASSESSOR		116,337	163,561	174,036	174,284	174,284	
Dept 262 - ELECTIONS							
101-262-702.000	SALARIES & WAGES	237	3,000	3,000	500	500	
101-262-702.200	ELECTION WORKERS		30,000	30,000	2,000	2,000	
101-262-710.000	EMPLR FICA CONTR	15	200	200	200	200	
101-262-711.000	EMPLR MEDICARE CONTR	3	40	40	40	40	
101-262-711.500	UNEMPLOYMENT		400	400	50	50	
101-262-716.000	EMPLR RETIREMENT CONTR		200	200	200	200	
101-262-718.500	HEALTH INSURANCE		600	600	600	600	
101-262-718.700	HEALTH INS-EE CONTRIBUTIONS		(100)	(100)	(100)	(100)	
101-262-719.000	DENTAL INSURANCE		50	50	50	50	
101-262-719.800	VISION INSURANCE		15	15	15	15	
101-262-719.900	VISION INS-EE CONTRIBUTIONS		(7)	(7)	(7)	(7)	
101-262-724.000	WORKER'S COMP		20	20	20	20	
101-262-725.000	LIFE & DISABILITY BENEFIT		20	20	20	20	
101-262-754.000	OPERATING SUPPLIES	2,781	8,000	8,000	3,000	3,000	
101-262-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	2,220	12,000	16,000	3,000	3,000	
101-262-851.000	MAIL/POSTAGE	1,397	9,000	9,000	2,000	2,000	
101-262-860.000	TRANSPORTATION/MILEAGE REIMBURSMEN		150	150	200	200	
101-262-900.000	PRINTING & PUBLISHING		1,600	1,600	500	500	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 262 - ELECTIONS							
101-262-955.000	MISC.		600	600	300	300	
101-262-957.000	PROFESSIONAL DEVELOPMENT		250	250	250	250	
Totals for dept 262 - ELECTIONS		6,653	66,038	70,038	12,838	12,838	
Dept 265 - BUILDING & GROUNDS							
101-265-702.000	SALARIES & WAGES	675	1,200	1,200	1,200	1,200	
101-265-710.000	EMPLR FICA CONTR	40	70	70	100	100	
101-265-711.000	EMPLR MEDICARE CONTR	9	20	20	25	25	
101-265-711.500	UNEMPLOYMENT	1	10	10	10	10	
101-265-716.000	EMPLR RETIREMENT CONTR	61	100	100	100	100	
101-265-718.500	HEALTH INSURANCE	235	500	500	500	500	
101-265-718.700	HEALTH INS-EE CONTRIBUTIONS	(27)	(40)	(40)	(40)	(40)	
101-265-719.000	DENTAL INSURANCE	11	40	40	40	40	
101-265-719.800	VISION INSURANCE	3	10	10	10	10	
101-265-719.900	VISION INS-EE CONTRIBUTIONS	(1)			(5)	(5)	
101-265-724.000	WORKER'S COMP	4	30	30	30	30	
101-265-725.000	LIFE & DISABILITY BENEFIT	5	20	20	20	20	
101-265-754.000	OPERATING SUPPLIES	2,981	6,500	6,500	6,500	6,500	
101-265-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	16,780	26,500	26,500	22,100	22,100	
	FOOTNOTE AMOUNTS:					17,400	
	CLEAN-UP DAY						
	FOOTNOTE AMOUNTS:					1,300	
	SHRED-IT PAPER RECYCLING SERVICE						
	FOOTNOTE AMOUNTS:					500	
	FOUR SEASONS EXTERMINATING						
	FOOTNOTE AMOUNTS:					1,200	
	WASTE MANAGEMENT-DUMPSTER SERVICE						
	FOOTNOTE AMOUNTS:					600	
	COFFEE POT RENTAL/COFFEE						
	FOOTNOTE AMOUNTS:					500	
	MID MICHIGAN SECURITY-ALARM MONITORING						
	FOOTNOTE AMOUNTS:					600	
	MISC DRAWING/MAP FEES						
	GL # FOOTNOTE TOTAL:					22,100	
101-265-801.003	SIDEWALK SNOWPLOWING		3,000	3,000	3,000	3,000	
101-265-801.401	HALL CLEANING	6,552	10,000	10,000	8,000	8,000	
101-265-850.000	COMMUNICATIONS	3,112	2,860	2,860	2,860	2,860	
	FOOTNOTE AMOUNTS:					2,500	
	PHONE SERVICE-CMS						
	FOOTNOTE AMOUNTS:					360	
	FAX SERVICE-CMS						
	GL # FOOTNOTE TOTAL:					2,860	
101-265-920.000	ELECTRIC/NATURAL GAS	11,580	14,000	14,000	14,000	14,000	
101-265-920.200	WATER & SEWER CHARGES	866	1,000	1,000	1,000	1,000	
101-265-930.200	MAINT-GROUNDS	550	2,500	2,500	1,000	1,000	
101-265-930.300	MAINT-BUILDINGS	779	10,000	10,000	2,000	2,000	
101-265-933.050	MAINT-EQUIPMENT	229	500	500	500	500	
101-265-934.500	MAINT. AGREEMENT ON EQUIPMENT	4,543	4,500	4,500	3,000	3,000	
	PRINTER/COPIER SERVICE AGREEMENT						
101-265-940.100	POSTAGE METER LEASE	1,851	2,000	2,000	2,000	2,000	
101-265-955.000	MISC.	74	100	100	100	100	
101-265-962.000	SAFETY		600	600	600	600	
101-265-963.000	PROPERTY/LIABILITY INSURANCE	15,642	19,500	19,500	20,000	20,000	
Totals for dept 265 - BUILDING & GROUNDS		66,555	105,520	105,520	88,650	88,650	

Dept 266 - LEGAL/ATTORNEY

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GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 441 - PUBLIC WORKS							
	BRINE CONTRACT 20% INCREASE TO 2024 CONTRACT						
	FOOTNOTE AMOUNTS:					102,000	
	GRAVEL ROAD CONTRACT 20% INCREASE TO 2024 CONTRACT						
	FOOTNOTE AMOUNTS:					180,000	
	MERIDIAN ROAD PARTNER WITH ICRC, DEERFIELD TOWNSHIP, 2% REQUEST COST UPDATED BY ICRC 9-10-2024						
	FOOTNOTE AMOUNTS:					67,250	
	SURVEY/ENGINEERING/RIGHT-OF-WAY/BID ASSISTANCE FOR PLANS TO RECONSTRUCT RICH RACH DR. AS A CLASS A ROAD FOR ACCESS TO TWP. OWNED INDUSTRIAL LAND						
	GL # FOOTNOTE TOTAL:					376,250	
101-441-967.500	SIDEWALKS AND NON MOTORIZED PATHS	51,098	270,000	25,000	990,000	990,000	
	FOOTNOTE AMOUNTS:					300,000	
	CONSTRUCTION OF NEW SIDEWALKS ALONG THE NORTH SIDE OF W. PICKARD RD. FROM WEST OF ASHLAND DR. TO S. LINCOLN RD.						
	FOOTNOTE AMOUNTS:					60,000	
	CONSTRUCTION OF SIDEWALK RAMPS AND PEDESTRIAN CROSSINGS AT THE S. LINCOLN RD./W. PICKARD RD. INTERSECTION						
	FOOTNOTE AMOUNTS:					255,000	
	PROGRESS ON REMAINING BROOMFIELD - BLUEGRASS SIDEWALK SECTIONS						
	FOOTNOTE AMOUNTS:					375,000	
	CONTRIBUTION TO MT PLEASANT FOR MISSION CREEK PATHWAY						
	GL # FOOTNOTE TOTAL:					990,000	
Totals for dept 441 - PUBLIC WORKS		365,407	808,100	563,100	1,421,250	1,421,250	
Dept 701 - PLANNING							
101-701-702.000	SALARIES & WAGES	160,939	168,700	168,700	177,268	177,268	
101-701-702.700	LUMP SUM IN LIEU OF STEP	1,712	4,200	4,200	4,400	4,400	
101-701-707.000	PER DIEM	9,760	15,000	15,000	15,000	15,000	
101-701-710.000	EMPLR FICA CONTR	9,980	11,584	11,584	12,042	12,042	
101-701-711.000	EMPLR MEDICARE CONTR	2,334	2,709	2,709	2,816	2,816	
101-701-711.500	UNEMPLOYMENT	98	303	303	202	202	
101-701-716.000	EMPLR RETIREMENT CONTR	14,541	15,912	15,912	17,587	17,587	
101-701-718.500	HEALTH INSURANCE	48,172	51,448	51,448	56,026	56,026	
	ASSUMED A 9% INCREASE						
101-701-718.700	HEALTH INS-EE CONTRIBUTIONS	(5,948)	(6,808)	(6,808)	(8,210)	(8,210)	
	EMPLOYEE COST SHARE 12%						
101-701-719.000	DENTAL INSURANCE	2,945	2,790	2,790	2,793	2,793	
	ASSUMED A 5% INCREASE						
101-701-719.800	VISION INSURANCE	368	390	390	382	382	
	ASSUMED A 5% INCREASE						
101-701-719.900	VISION INS-EE CONTRIBUTIONS	(184)	(194)	(194)	(191)	(191)	
101-701-724.000	WORKER'S COMP	379	400	400	404	404	
101-701-725.000	LIFE & DISABILITY BENEFIT	718	800	800	800	800	
	ASSUMED A 5% INCREASE						
101-701-752.000	OFFICE SUPPLIES		250	250	250	250	
101-701-754.000	OPERATING SUPPLIES		300	300	300	300	
101-701-759.000	GAS/FUEL	62	600	300	300	300	
	ORDINANCE/ENFORCEMENT/ZONING ADMINISTRATOR						
101-701-767.000	UNIFORMS	43	200	200	200	200	
101-701-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	8,156	165,250	50,000	165,500	165,500	
	FOOTNOTE AMOUNTS:					10,000	
	PLANNING-ENGINEERING CONSULTANT SERVICES						
	FOOTNOTE AMOUNTS:					1,000	
	MUNICODE ANNUAL SUPPORT FEE						
	FOOTNOTE AMOUNTS:					1,000	
	WEED ABATEMENT SERVICES						
	FOOTNOTE AMOUNTS:					3,500	
	MUNICODE ORDINANCE UPDATES						
	FOOTNOTE AMOUNTS:					50,000	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 701 - PLANNING							
	MASTER PLAN UPDATE PROJECT						
	FOOTNOTE AMOUNTS:					35,000	
	BULK SCANNING - HISTORICAL FILES AND PLANS						
	FOOTNOTE AMOUNTS:					20,000	
	PARKS AND RECREATION MASTER PLAN UPDATE						
	FOOTNOTE AMOUNTS:					45,000	
	ENGINEERING CONSULTANT SERVICES - MASTER PLAN INDUSTRIAL DEVELOPMENT SITE EVALUATION - RURAL READINESS REIMBURSABLE GRANT						
	GL # FOOTNOTE TOTAL:					165,500	
101-701-850.000	COMMUNICATIONS	230	250	250	500	500	
101-701-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	1,666	3,000	2,000	3,000	3,000	
	FOOTNOTE AMOUNTS:					1,500	
	TRANSPORTATION/MILEAGE - GENERAL						
	FOOTNOTE AMOUNTS:					1,500	
	TRANSPORTATION/MILEAGE - IEDC CERTIFICATION - RODNEY NANNEY						
	GL # FOOTNOTE TOTAL:					3,000	
101-701-900.000	PRINTING & PUBLISHING	2,877	5,500	5,500	5,500	5,500	
	FOOTNOTE AMOUNTS:					500	
	PLOTTER INK AND MAINTENANCE (1/3 COST SHARED WITH WATER AND SEWER FUNDS)						
	FOOTNOTE AMOUNTS:					5,000	
	PRINTING AND PUBLISHING - GENERAL						
	GL # FOOTNOTE TOTAL:					5,500	
101-701-916.000	SUBSCRIPTIONS & PUBLICATIONS	10	200		200	200	
101-701-932.000	VEHICLE REPAIRS & MAINTENANCE	726	1,000	1,000	1,000	1,000	
101-701-940.000	LEASE/RENT		200	200	200	200	
	FUNDS FOR OFF-SITE MEETING SPACE RENTAL IF NEEDED						
101-701-955.000	MISC.	16	100	100	100	100	
101-701-957.000	PROFESSIONAL DEVELOPMENT	2,023	7,250	5,000	7,250	7,250	
	FOOTNOTE AMOUNTS:					4,000	
	PROFESSIONAL - DEVELOPMENT - GENERAL						
	FOOTNOTE AMOUNTS:					3,250	
	ECONOMIC DEVELOPMENT INSTITUTE AND IEDC CERTIFICATION TRAINING - RODNEY NANNEY						
	GL # FOOTNOTE TOTAL:					7,250	
101-701-957.100	SEMINAR LODGING	958	2,650	1,500	2,650	2,650	
	FOOTNOTE AMOUNTS:					750	
	SEMINAR LODGING - GENERAL						
	FOOTNOTE AMOUNTS:					1,900	
	SEMINAR LODGING FOR IEDC CERTIFICATION - RODNEY NANNEY						
	GL # FOOTNOTE TOTAL:					2,650	
101-701-957.200	SEMINAR MEALS	10	800		800	800	
	FOOTNOTE AMOUNTS:					400	
	SEMINAR MEALS - GENERAL						
	FOOTNOTE AMOUNTS:					400	
	SEMINAR MEALS - IEDC CERTIFICATION - RODNEY NANNEY						
	GL # FOOTNOTE TOTAL:					800	
101-701-957.300	MEMBERSHIP & DUES	1,449	1,500	1,600	1,750	1,750	
101-701-959.100	CONTRIBUTION TO LOCAL AIRPORT	10,000	10,000	10,000	10,000	10,000	
Totals for dept 701 - PLANNING		274,040	466,284	345,434	480,819	480,819	
Dept 751 - PARKS & RECREATION							
101-751-702.000	SALARIES & WAGES	21,776	25,000	25,000	26,671	26,671	
101-751-702.200	TEMPORARY LABOR	22,637	18,720	18,720	19,656	19,656	
101-751-702.500	OVERTIME	1,473	2,000	2,000	2,000	2,000	
101-751-710.000	EMPLR FICA CONTR	2,756	2,721	2,721	2,863	2,863	
101-751-711.000	EMPLR MEDICARE CONTR	645	636	636	670	670	
101-751-711.500	UNEMPLOYMENT	100	423	423	292	292	
101-751-716.000	EMPLR RETIREMENT CONTR	2,094	2,562	2,562	2,867	2,867	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 751 - PARKS & RECREATION							
101-751-718.500	HEALTH INSURANCE	10,926	12,862	12,862	14,007	14,007	
	ASSUMED A 9% INCREASE						
101-751-718.700	HEALTH INS-EE CONTRIBUTIONS	(1,358)	(1,702)	(1,702)	(2,053)	(2,053)	
	EMPLOYEE COST SHARE 12%						
101-751-719.000	DENTAL INSURANCE	752	881	881	882	882	
	ASSUMED A 5% INCREASE						
101-751-719.800	VISION INSURANCE	178	194	194	191	191	
	ASSUMED A 5% INCREASE						
101-751-719.900	VISION INS-EE CONTRIBUTIONS	(89)	(97)	(97)	(96)	(96)	
101-751-724.000	WORKER'S COMP	586	600	600	641	641	
101-751-725.000	LIFE & DISABILITY BENEFIT	157	170	170	172	172	
	ASSUMED A 5% INCREASE						
101-751-754.000	OPERATING SUPPLIES	5,314	5,000	5,000	5,000	5,000	
101-751-759.000	GAS/FUEL	1,650	1,800	1,800	1,600	1,600	
101-751-767.000	UNIFORMS	183	500	500	500	500	
101-751-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	3,040	3,500	3,500	3,500	3,500	
101-751-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	90	100	200	300	300	
101-751-900.000	PRINTING & PUBLISHING	448	600		600	600	
101-751-920.000	ELECTRIC/NATURAL GAS	4,005	4,200	4,200	4,000	4,000	
101-751-920.200	WATER & SEWER CHARGES	6,359	5,000	5,000	4,000	4,000	
101-751-930.000	REPAIRS	995	31,000	31,000	7,000	7,000	
	FOOTNOTE AMOUNTS:					5,000	
	MCDONALD PARK AND JAMESON PARK PLAYGROUND EQUIPMENT REPAIRS						
	FOOTNOTE AMOUNTS:					2,000	
	MISC REPAIRS						
	GL # FOOTNOTE TOTAL:					7,000	
101-751-930.200	MAINT-GROUNDS	12,014	33,000	33,000	18,000	18,000	
	FOOTNOTE AMOUNTS:					12,000	
	PARKS SPRAYING						
	FOOTNOTE AMOUNTS:					2,500	
	MISC GROUNDS MAINTENANCE						
	FOOTNOTE AMOUNTS:					3,500	
	REPLACE CONCRETE PARKING BLOCKS						
	GL # FOOTNOTE TOTAL:					18,000	
101-751-930.250	MAINT-DOG PARK	1,350	3,000	2,000	3,000	2,000	
101-751-930.300	MAINT-BUILDINGS	3,479	8,500	8,500	6,000	6,000	
	INSTALLATION OF EXTERIOR & INTERIOR CAMERAS AT JAMESON PARK						
101-751-933.000	MAINT-VEHICLES	659	1,000	1,000	1,700	1,700	
	FOOTNOTE AMOUNTS:					900	
	NEW TIRES PARKS TRUCK						
	FOOTNOTE AMOUNTS:					800	
	GENERAL VEHICLE MAINTENANCE						
	GL # FOOTNOTE TOTAL:					1,700	
101-751-933.050	MAINT-EQUIPMENT	2,362	2,000	2,000	2,000	2,000	
101-751-962.000	SAFETY	530	3,500	3,500	2,000	2,000	
101-751-977.000	NEW EQUIPMENT PURCHASE	935	13,300	13,300	4,300	4,300	
	FOOTNOTE AMOUNTS:					1,800	
	JAMESON HALL TABLE AND CHAIRS - REPLACE AS NEEDED						
	FOOTNOTE AMOUNTS:					2,500	
	MISC PARKS EQUIPMENT						
	GL # FOOTNOTE TOTAL:					4,300	
Totals for dept 751 - PARKS & RECREATION		106,046	180,970	179,470	132,263	131,263	
Dept 901 - CAPITAL OUTLAY							
101-901-976.301	CAPITAL OUTLAY-INFORMATION TECHNOLOGY	18,098	38,000	38,000			
101-901-976.302	CAPITAL OUTLAY-TOWNSHIP HALL				23,000	23,000	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 901 - CAPITAL OUTLAY							
	REPLACE CAMERAS @ TOWNSHIP HALL						
101-901-976.303	CAPITAL OUTLAY-PROPERTY	50					
101-901-976.306	CAPITAL OUTLAY-PARKS DEPT	14,581	23,000	23,000	14,000	14,000	
	REPLACE/TRADE IN 2012 KUBOTA ZERO TURN LAWMOWER						
101-901-976.307	CAPITAL OUTLAY-FIBER NETWORK	17,550					
101-901-976.309	CAPITAL OUTLAY-VEHICLES	96,492					
101-901-976.314	CAPITAL OUTLAY-NEW TWP HALL/RENO	13,398	9,000	9,000			
Totals for dept 901 - CAPITAL OUTLAY		160,169	70,000	70,000	37,000	37,000	
Dept 906 - DEBT SERVICE							
101-906-991.000	BOND - PRINCIPAL	22,478	22,500	22,500	22,478	22,478	
	MISSION CREEK DRAIN REVENUE BOND-COUNTY						
101-906-993.000	BOND INTEREST EXPENDITURE	11,778	11,200	11,200	10,475	10,475	
	MISSION CREEK DRAIN REVENUE BOND-COUNTY						
Totals for dept 906 - DEBT SERVICE		34,256	33,700	33,700	32,953	32,953	
TOTAL APPROPRIATIONS		2,026,840	2,945,672	2,564,482	3,420,441	3,417,441	
NET OF REVENUES/APPROPRIATIONS - FUND 101		588,023	685,728	1,049,299	(840,341)	(853,041)	
	BEGINNING FUND BALANCE	6,144,191	6,732,220	6,732,220	7,781,519	7,781,519	7,781,519
	ENDING FUND BALANCE	6,732,214	7,417,948	7,781,519	6,941,178	6,928,478	7,781,519

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 000 - NONE							
206-000-402.000	CURRENT REAL PROPERTY TAX	743,321	794,000	794,000	825,000	825,000	
206-000-402.100	PRIOR YEARS PROPERTY TAXES	5,681					
206-000-412.000	DELQ PERSONAL PROPERTY TAXES	1,399	500	500	500	500	
206-000-414.000	PROPERTY TAX REFUNDS-MTT	(97)	(10,000)	(10,000)	(5,000)	(5,000)	
206-000-432.000	PILOT TAX	4,124	5,000	5,000	5,000	5,000	
206-000-445.000	INTEREST ON TAXES	76	300	300	300	300	
206-000-543.000	STATE GRANT-PUBLIC SAFETY	10,597	12,000	12,000	12,000	12,000	
206-000-573.000	STATE AID REVENUE-LCSA	10,441	10,400	10,400	12,000	12,000	
206-000-665.000	INTEREST EARNED	42,596	50,000	50,000	62,000	62,000	
206-000-677.200	FIRE PROTECTION - EDDA	79,658	81,000	81,000	88,000	88,000	
206-000-677.300	FIRE PROTECTION - WDDA	65,766	66,000	66,000	73,000	73,000	
Totals for dept 000 - NONE		963,562	1,009,200	1,009,200	1,072,800	1,072,800	
TOTAL ESTIMATED REVENUES		963,562	1,009,200	1,009,200	1,072,800	1,072,800	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 336 - FIRE DEPARTMENT							
206-336-702.000	SALARIES & WAGES	980			1,000	1,000	
206-336-710.000	EMPLR FICA CONTR	57			50	50	
206-336-711.000	EMPLR MEDICARE CONTR	13			15	15	
206-336-716.000	EMPLR RETIREMENT CONTR	88			100	100	
206-336-718.500	HEALTH INSURANCE	475			500	500	
206-336-718.700	HEALTH INS-EE CONTRIBUTIONS	(56)			(75)	(75)	
206-336-719.000	DENTAL INSURANCE	30			30	30	
206-336-719.800	VISION INSURANCE	5			10	10	
206-336-719.900	VISION INS-EE CONTRIBUTIONS	(2)			(5)	(5)	
206-336-724.000	WORKER'S COMP	8			10	10	
206-336-725.000	LIFE & DISABILITY BENEFIT	4			5	5	
206-336-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	830,100	871,600	838,401	863,553	863,553	
SERVICE CONTRACT WITH CITY-ASSUMED A 3% INCREASE							
206-336-801.005	FIRE HYDRANT REPAIRS		2,000	2,000	2,000	2,000	
206-336-801.025	HYDRANT FLUSHING		10,000	10,000	10,000	10,000	
Totals for dept 336 - FIRE DEPARTMENT		831,702	883,600	850,401	877,193	877,193	
TOTAL APPROPRIATIONS		831,702	883,600	850,401	877,193	877,193	
NET OF REVENUES/APPROPRIATIONS - FUND 206		131,860	125,600	158,799	195,607	195,607	
BEGINNING FUND BALANCE		1,008,573	1,140,433	1,140,433	1,299,232	1,299,232	1,299,232
ENDING FUND BALANCE		1,140,433	1,266,033	1,299,232	1,494,839	1,494,839	1,299,232

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 000 - NONE							
245-000-451.107	REVENUE-GREEN ACRES SPEC ASSESS	1,364					
245-000-451.108	REVENUE-THE OAKS SPEC ASSESS	2,293					
245-000-451.109	REVENUE-BLGRAS/ISB SIDEWALK	6,759	4,700	7,500	7,000	7,000	
245-000-451.110	REVENUE-MCGUIRK PAVING-PRINCIPAL	6,208	6,400	4,000	6,400	6,400	
245-000-451.111	REVENUE-MCGUIRK PAVING-INTEREST	1,025	3,700	600	1,000	1,000	
245-000-451.112	REVENUE-CARRIAGE PAVING PRINCIPAL	8,320	3,160	5,900	5,900	5,900	
245-000-451.113	REVENUE-CARRIAGE PAVING INTEREST	1,971	1,580	1,580	1,500	1,500	
245-000-451.114	REVENUE-FOX MEADOWS PAVING PRINCIPAL			72,677	5,100	5,100	
245-000-451.115	REVENUE-FOX MEADOWS PAVING INTEREST			56	3,700	3,700	
245-000-665.000	INTEREST EARNED	7,750	7,000	11,070	12,000	12,000	
Totals for dept 000 - NONE		35,690	26,540	103,383	42,600	42,600	
Dept 441 - PUBLIC WORKS							
245-441-460.000	PENALTIES ON SPECIAL ASSESSMENTS			25			
Totals for dept 441 - PUBLIC WORKS				25			
TOTAL ESTIMATED REVENUES		35,690	26,540	103,408	42,600	42,600	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 000 - NONE							
245-000-826.000	LEGAL FEES		500	500	500	500	
245-000-967.414	EXPENDITURE-FOX MEADOWS PAVING			118,000			
Totals for dept 000 - NONE			500	118,500	500	500	
TOTAL APPROPRIATIONS			500	118,500	500	500	
NET OF REVENUES/APPROPRIATIONS - FUND 245		35,690	26,040	(15,092)	42,100	42,100	
BEGINNING FUND BALANCE		282,292	317,982	317,982	302,890	302,890	302,890
ENDING FUND BALANCE		317,982	344,022	302,890	344,990	344,990	302,890

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 000 - NONE							
248-000-402.000	CURRENT PROPERTY TAX	516,935	561,000	561,000	575,000	575,000	
248-000-402.100	PRIOR YEARS PROPERTY TAXES		(250)	(250)	(250)	(250)	
248-000-412.000	DELQ PERSONAL PROPERTY CAPT	4	300	300	300	300	
248-000-414.000	PROPERTY TAX REFUNDS-BOR MTT		(4,000)	(4,000)	(2,000)	(2,000)	
248-000-445.000	INTEREST ON TAXES	1	500	500	500	500	
248-000-573.000	STATE AID REVENUE-LCSA	69,776	73,000	73,000	75,000	75,000	
248-000-665.000	INTEREST EARNED	65,904	80,000	80,000	87,000	87,000	
248-000-672.000	OTHER REVENUE		1,000	1,000	500	500	
Totals for dept 000 - NONE		652,620	711,550	711,550	736,050	736,050	
TOTAL ESTIMATED REVENUES		652,620	711,550	711,550	736,050	736,050	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 336 - FIRE DEPARTMENT							
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	79,658	81,000	81,000	88,000	88,000	
Totals for dept 336 - FIRE DEPARTMENT		79,658	81,000	81,000	88,000	88,000	
Dept 728 - ECONOMIC DEVELOPMENT							
248-728-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	6,340	21,300	21,300	22,300	22,300	
	FOOTNOTE AMOUNTS:					9,000	
	M M I FOR GROUNDS MAINTENANCE ALONG PICKARD					400	
	FOOTNOTE AMOUNTS:					2,500	
	MID MICHIGAN CABLE CONSORTIUM FOR RECORDING MEETINGS					400	
	FOOTNOTE AMOUNTS:					10,000	
	MMDC ANNUAL CLIENT FEE					22,300	
	FOOTNOTE AMOUNTS:					5,000	
	AUDIT PRESENTATION						
	FOOTNOTE AMOUNTS:						
	PLANNING/ENGINEERING CONSULTATIONS FOR IMPLEMENTATION OF EDDA DEV PLAN						
	GL # FOOTNOTE TOTAL:						
248-728-801.001	MAINT- BENCHES/TRASH RECEPTACLES	246	5,000	5,000	5,000	5,000	
	MAINTENANCE TO PARK BENCHES, PLANTERS, TRASH RECEPTACLES AS NEEDED						
248-728-801.003	SIDEWALK SNOWPLOWING	4,550	15,000	15,000	19,000	19,000	
	COVERS E. PICKARD & S. ISABELLA IN EDDA WITH ADDITION OF NEW BUD ST. SIDEWALK						
248-728-801.004	LAWN CARE	13,086	35,000	35,000	35,000	35,000	
	FOOTNOTE AMOUNTS:					2,900	
	LAWNCARE - E. PICKARD RD. RIGHT-OF-WAY					600	
	FOOTNOTE AMOUNTS:					3,500	
	LAWNCARE - ADDITIONAL EDDA DISTRICT PROPERTIES					23,000	
	GL # FOOTNOTE TOTAL:						
248-728-801.005	IRRIGATION / LIGHTING REPAIRS	6,477	20,000	20,000	23,000	23,000	
	IRRIGATION/LIGHTING REPAIRS TO EXISTING SYSTEMS						
248-728-801.007	FLOWER / LANDSCAPE MAINTENANCE	7,358	47,000	22,000	49,000	49,000	
	FOOTNOTE AMOUNTS:					24,000	
	PLEASANT THYME HERB FARM - FLOWERS AND LANDSCAPE MAINTENANCE					25,000	
	FOOTNOTE AMOUNTS:					49,000	
	E. PICKARD RD. M-20 STREET TREE TRIMMING AND DEAD TREE REMOVAL/REPLACEMENT						
	GL # FOOTNOTE TOTAL:						
248-728-826.000	LEGAL FEES		4,000	4,000			
	ASSISTANCE WITH PROPERTY PURCHASE/TRANSFER/SALE AND AGREEMENTS AS NEEDED						
248-728-880.000	COMMUNITY PROMOTION	5,500	16,500	6,500	16,500	16,500	
	FOOTNOTE AMOUNTS:					5,000	
	EAST DDA CONTRIBUTION TO THE MT PLEASANT AREA CVB					500	
	FOOTNOTE AMOUNTS:					1,000	
	MISCELLANEOUS					10,000	
	FOOTNOTE AMOUNTS:					16,500	
	MT. PLEASANT MUNICIPAL AIRPORT - CONTRIBUTION TO CREW CAR OPERATIONS						
	FOOTNOTE AMOUNTS:						
	CONTRIBUTION TO CREATION OF NEW GATEWAY BANNERS FOR THE US-127 INTERCHANGE						
	GL # FOOTNOTE TOTAL:						
248-728-883.000	COMMUNITY IMPROVEMENT GRANTS	5,135	40,000	10,000	40,000	40,000	
248-728-885.000	STREET LIGHT BANNERS/CHRISTMAS	17,085	23,000	23,000	23,000	23,000	
	FOOTNOTE AMOUNTS:					10,600	
	BANNERS - INSTALLATION AND TAKE-DOWN					12,400	
	FOOTNOTE AMOUNTS:					23,000	
	HOLIDAY LIGHTING - INSTALLATION AND TAKE-DOWN						
	GL # FOOTNOTE TOTAL:						
248-728-900.000	PRINTING & PUBLISHING		250	250	250	250	
248-728-920.000	ELECTRIC/NATURAL GAS	8,404	15,000	15,000	17,000	17,000	
248-728-920.200	WATER & SEWER CHARGES	4,621	18,000	18,000	8,000	8,000	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 728 - ECONOMIC DEVELOPMENT							
248-728-940.000	LEASE/RENT	715	1,200	1,200	1,200	1,200	
	STREETSCAPE EQUIPMENT STORAGE FACILITY RENTAL						
248-728-955.000	MISC.		100	100	100	100	
248-728-957.300	MEMBERSHIP & DUES	375	500	500	500	500	
248-728-963.000	PROPERTY/LIABILITY INSURANCE	2,148	2,200	2,200	2,200	2,200	
248-728-967.200	WATER SYSTEM PROJECTS				500,000	500,000	
	WATER SYSTEM LOOP CONSTRUCTION - M-20 - S. SUMMERTON TO E. BROADWAY						
248-728-967.300	SEWER SYSTEM PROJECTS	160,000					
248-728-967.400	STREET/ROAD PROJECTS	168,572			200,000	200,000	
	SURVEY/ENGINEERING/RIGHT-OF-WAY/BID ASSISTANCE FOR PLANS TO RECONSTRUCT PACKARD/CORPORATE/AIRPORT RD. AREA INDUSTRIAL ROADS TO CLASS A						
248-728-967.500	SIDEWALK/PATHWAY PROJECTS		150,000	70,000	225,000	225,000	
	FOOTNOTE AMOUNTS:					200,000	
	NEW SIDEWALK ALONG THE EAST SIDE OF S. ISABELLA RD. FROM E. KAY ST. TO E. BROADWAY RD.						
	FOOTNOTE AMOUNTS:					25,000	
	NEW SIDEWALK CONNECTOR (HONEY BEAR LANE OUTLOT)						
	GL # FOOTNOTE TOTAL:					225,000	
248-728-967.600	PARKS PROJECTS				90,000		
	LIGHTING FOR KAY ST TO JONATHAN LANE SIDEWALK						
248-728-971.000	CAPITAL OUTLAY-LAND		550,000		400,000	400,000	
	LAND ASSEMBLY - INDUSTRIAL						
	INCLUDES TITLE WORK/DUE DILIGENCE ASSISTANCE AND PURCHASES OF PRIORITY LOTS						
248-728-974.000	LAND IMPRVMENTS-GENERAL	50	20,000	20,000	20,000	20,000	
	INSTALLATION OF A NEW GATEWAY ENTRANCE SIGN - SW CORNER M-20 & S. SUMMERTON-CONSUMERS ENERGY PROPERTY						
248-728-974.200	LAND IMPRVMENTS-PICKARD RIGHT OF W				450,000	450,000	
	RECONSTRUCTION OF IRRIGATION SYSTEM ALONG PICKARD						
248-728-974.201	LAND IMPRVMENTS-5800 PICKARD/ENTERI	101	40,000	1,000	40,000	40,000	
	DEMO AND REPLACE THE ENTERPRISE PARK FREESTANDING SIGN AT 5800 E. PICKARD RD. WITH AN ELECTRONIC MESSAGE BOARD						
248-728-974.202	LAND IMPRVMENTS-2120 YATS DR		210	210	210	210	
248-728-974.203	LAND IMPRVMENTS-JONATHON LANE	101	210	210	210	210	
Totals for dept 728 - ECONOMIC DEVELOPMENT		410,864	1,024,470	290,470	2,187,470	2,097,470	
TOTAL APPROPRIATIONS		490,522	1,105,470	371,470	2,275,470	2,185,470	
NET OF REVENUES/APPROPRIATIONS - FUND 248		162,098	(393,920)	340,080	(1,539,420)	(1,449,420)	
BEGINNING FUND BALANCE		1,876,649	2,038,746	2,038,746	2,378,826	2,378,826	2,378,826
ENDING FUND BALANCE		2,038,747	1,644,826	2,378,826	839,406	929,406	2,378,826

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 000 - NONE							
250-000-402.000	CURRENT PROPERTY TAX	414,116	442,000	442,000	454,000	454,000	
250-000-412.000	DELQ PERSONAL PROPERTY CAPT	47	50	50	50	50	
250-000-414.000	PROPERTY TAX REFUNDS-BOR MTT	(409)	(4,000)	(4,000)	(2,000)	(2,000)	
250-000-445.000	INTEREST ON TAXES	107	200	200	200	200	
250-000-573.000	STATE AID REVENUE-LCSA	1,885	2,900	2,900	2,900	2,900	
250-000-665.000	INTEREST EARNED	39,141	50,000	50,000	56,000	56,000	
Totals for dept 000 - NONE		454,887	491,150	491,150	511,150	511,150	
TOTAL ESTIMATED REVENUES		454,887	491,150	491,150	511,150	511,150	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 336 - FIRE DEPARTMENT							
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	65,766	69,600	69,600	73,000	73,000	
Totals for dept 336 - FIRE DEPARTMENT		65,766	69,600	69,600	73,000	73,000	
Dept 728 - ECONOMIC DEVELOPMENT							
250-728-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	3,370	13,300	13,300	13,300	13,300	
	FOOTNOTE AMOUNTS:					400	
	MID MICHIGAN CABLE CONSORTIUM-RECORDING MEETINGS						
	FOOTNOTE AMOUNTS:					2,500	
	MMDC ANNUAL CLIENT FEE						
	FOOTNOTE AMOUNTS:					400	
	AUDIT PRESENTATION						
	FOOTNOTE AMOUNTS:					10,000	
	PLANNING/ENGINEERING CONSULTATIONS FOR IMPLEMENTATION OF WDDA DEV PLAN						
	GL # FOOTNOTE TOTAL:					13,300	
250-728-801.003	SIDEWALK SNOWPLOWING	3,500	8,000	8,000	9,000	9,000	
250-728-880.000	COMMUNITY PROMOTION	5,500	16,500	6,500	16,500	16,500	
	FOOTNOTE AMOUNTS:					5,000	
	MT. PLEASANT AREA CVB - CONTRIBUTION FOR PROMOTION OF DISTRICT						
	FOOTNOTE AMOUNTS:					1,000	
	MT. PLEASANT MUNICIPAL AIRPORT - CONTRIBUTION TO CREW CAR OPERATIONS						
	FOOTNOTE AMOUNTS:					500	
	MISC. COMMUNITY PROMOTION						
	FOOTNOTE AMOUNTS:					10,000	
	CONTRIBUTION TO CREATION OF NEW GATEWAY BANNERS FOR US-127 INTERCHANGE						
	GL # FOOTNOTE TOTAL:					16,500	
250-728-883.000	COMMUNITY IMPROVEMENT GRANTS		40,000	10,000	40,000	40,000	
250-728-900.000	PRINTING & PUBLISHING		500	500	250	250	
250-728-955.000	MISC.				100	100	
250-728-957.300	MEMBERSHIP & DUES	375	500	500	500	500	
250-728-967.400	STREET/ROAD PROJECTS		1,000	1,000	50,000	50,000	
	DEVELOPMENT OF A PLAN FOR STORM DRAINAGE, SIDEWALKS, STREETLIGHTS FROM REMUS RD TO BRIDGE ON LINCOLN						
250-728-967.500	SIDEWALK/PATHWAY PROJECTS		20,000	20,000	175,000	175,000	
	SIDEWALK CONNECTOR ON BRADLEY ST N FROM REMUS RD. TO THE MIDDLE SCHOOL SIDEWALK						
250-728-974.204	LAND IMPRVMENTS-REMUS RD RIGHT OF				50,000	50,000	
	PLAN FOR STREETLIGHTING-STREETScape IMPROVEMENTS						
Totals for dept 728 - ECONOMIC DEVELOPMENT		12,745	99,800	59,800	354,650	354,650	
TOTAL APPROPRIATIONS		78,511	169,400	129,400	427,650	427,650	
NET OF REVENUES/APPROPRIATIONS - FUND 250		376,376	321,750	361,750	83,500	83,500	
BEGINNING FUND BALANCE		830,973	1,207,348	1,207,348	1,569,098	1,569,098	1,569,098
ENDING FUND BALANCE		1,207,349	1,529,098	1,569,098	1,652,598	1,652,598	1,569,098

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 000 - NONE							
287-000-582.000	CONTRIBUTION FROM TRIBE	100,000		125,252			
287-000-665.000	INTEREST EARNED	1,829	1,500	2,900	3,500	3,500	
Totals for dept 000 - NONE		101,829	1,500	128,152	3,500	3,500	
TOTAL ESTIMATED REVENUES		101,829	1,500	128,152	3,500	3,500	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 728 - ECONOMIC DEVELOPMENT							
287-728-965.600	CONTRIBUTION TO SEWER FUND	225,371		125,252			
287-728-967.400	STREET/ROAD PROJECTS						
Totals for dept 728 - ECONOMIC DEVELOPMENT		225,371		125,252			
TOTAL APPROPRIATIONS		225,371		125,252			
NET OF REVENUES/APPROPRIATIONS - FUND 287		(123,542)	1,500	2,900	3,500	3,500	
BEGINNING FUND BALANCE		157,809	34,267	34,267	37,167	37,167	37,167
ENDING FUND BALANCE		34,267	35,767	37,167	40,667	40,667	37,167

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 000 - NONE							
590-000-582.000	CONTRIBUTION FROM TRIBE	225,371					
590-000-583.000	CONTRIBUTION FROM EDA FOR PROJECTS	160,000					
590-000-626.000	SEWER INSPECTION FEES	7,192	2,000	2,000	1,000	1,000	
590-000-642.000	SERVICE	1,568,157	1,672,580	1,672,580	1,829,323	1,829,323	
	2025 INCREASE 5.1% PER SAW GRANT REQUIREMENTS & COS STUDY						
590-000-644.300	CONNECTION FEE	272,758	78,800	60,000	50,000	50,000	
	5% INFLATION RATE USED						
590-000-655.000	FINES & FORFEITURES	34,021	33,000	33,000	33,000	33,000	
590-000-665.000	INTEREST EARNED	127,311	200,000	200,000	148,000	148,000	
590-000-670.000	DEBT RETIREMENT	1,311,238	1,385,945	1,385,945	1,515,785	1,515,785	
	2025 INCREASE 5.1% PER SAW GRANT REQUIREMENTS & COS STUDY						
590-000-672.000	OTHER REVENUE	134	3,000	500	1,000	1,000	
590-000-673.000	GAIN/LOSS ON SALE OF ASSETS	400					
590-000-687.000	REFUNDS & REBATES	2,969	3,500	3,500			
Totals for dept 000 - NONE		3,709,551	3,378,825	3,357,525	3,578,108	3,578,108	
TOTAL ESTIMATED REVENUES		3,709,551	3,378,825	3,357,525	3,578,108	3,578,108	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 536 - WATER/SEWER SYSTEMS							
590-536-702.000	SALARIES & WAGES	283,865	310,065	310,065	321,881	321,881	
590-536-702.200	TEMPORARY LABOR	13,918	12,480	12,480	13,728	13,728	
590-536-702.500	OVERTIME	11,781	12,900	12,900	12,900	12,900	
590-536-702.700	LUMP SUM IN LIEU OF STEP	3,038	4,010	4,010	4,930	4,930	
590-536-705.000	LEAVE TIME PAYOUT		5,900	5,900	5,900	5,900	
STAFF LEAVE TIME PAYOUT UPON RETIREMENT							
590-536-710.000	EMPLR FICA CONTR	18,731	20,354	20,354	21,058	21,058	
590-536-711.000	EMPLR MEDICARE CONTR	4,381	4,760	4,760	4,925	4,925	
590-536-711.500	UNEMPLOYMENT	275	838	838	529	529	
590-536-716.000	EMPLR RETIREMENT CONTR	25,616	29,200	29,200	31,911	31,911	
590-536-718.500	HEALTH INSURANCE	93,489	100,787	100,787	109,755	109,755	
ASSUMED A 9% INCREASE							
590-536-718.700	HEALTH INS-EE CONTRIBUTIONS	(8,902)	(10,800)	(10,800)	(13,434)	(13,434)	
EMPLOYEE COST SHARE 12%							
590-536-719.000	DENTAL INSURANCE	4,512	4,990	4,990	5,366	5,366	
ASSUMED A 5% INCREASE							
590-536-719.800	VISION INSURANCE	603	727	727	718	718	
ASSUMED A 5% INCREASE							
590-536-719.900	VISION INS-EE CONTRIBUTIONS	(302)	(364)	(364)	(359)	(359)	
590-536-724.000	WORKER'S COMP	1,471	1,371	1,371	1,383	1,383	
590-536-725.000	LIFE AND DISABILITY INSURANCE	1,248	1,422	1,422	1,404	1,404	
ASSUMED A 5% INCREASE							
590-536-726.000	COMPENSATED ABSENCES	(2,146)					
590-536-752.000	OFFICE SUPPLIES	603	1,500	1,000	1,500	1,000	
590-536-754.000	OPERATING SUPPLIES	4,634	5,500	5,500	7,000	5,500	
590-536-759.000	GAS/FUEL	11,185	12,000	12,000	12,500	12,500	
590-536-767.000	UNIFORMS	522	1,500	1,500	1,500	1,500	
590-536-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	68,483	53,350	53,350	49,600	49,600	
FOOTNOTE AMOUNTS:					44,000		
MANAGED IT SERVICE/MISDIG MARKING/FIBER LIFT STATIONS/DATA CENTER/OFFICE 365							
FOOTNOTE AMOUNTS:					5,000		
MISC PROFESSIONAL FEES							
FOOTNOTE AMOUNTS:					600		
ANNUAL BOND DISCLOSURES-PFM							
GL # FOOTNOTE TOTAL:					49,600		
590-536-801.250	WASTE/RUBBISH DISPOSAL				700	700	
590-536-802.100	SOFTWARE SUPPORT/MAINTENANCE AGREEMENT	2,558	2,840	2,840	9,965	9,965	
FOOTNOTE AMOUNTS:					2,965		
BS&A SOFTWARE SUPPORT SERVICE							
FOOTNOTE AMOUNTS:					7,000		
1/3 WATER 1/3 SEWER 1/3 WWTP							
GL # FOOTNOTE TOTAL:					9,965		
590-536-826.000	LEGAL FEES	300	10,000	500	5,000	5,000	
SEWER CONNECTION FEE & RATE ORDINANCE UPDATES							
590-536-850.000	COMMUNICATIONS	2,439	3,320	3,320	3,600	3,600	
FOOTNOTE AMOUNTS:					1,200		
ANSWERING SERVICE							
FOOTNOTE AMOUNTS:					2,400		
VERIZON PHONES							
GL # FOOTNOTE TOTAL:					3,600		
590-536-851.000	MAIL/POSTAGE	1,993	3,000	3,000	2,000	2,000	
590-536-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	716	800	800	800	800	
590-536-900.000	PRINTING & PUBLISHING	572	1,000	600	1,000	1,000	
590-536-920.000	ELECTRIC/NATURAL GAS	88,280	105,000	105,000	110,000	110,000	
590-536-930.000	REPAIRS	2,064	170,000	170,000	150,000	150,000	
FOOTNOTE AMOUNTS:					125,000		098

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 536 - WATER/SEWER SYSTEMS							
	MANHOLE/WET WELL RELINING						
	FOOTNOTE AMOUNTS:				25,000		
	MISC REPAIRS						
	GL # FOOTNOTE TOTAL:				150,000		
590-536-930.200	MAINT-GROUNDS	323	1,500	750	2,000	1,500	
590-536-930.300	MAINT-BUILDINGS	2,000	20,250	20,250	5,000	5,000	
590-536-933.000	MAINT-VEHICLES	6,643	6,000	6,000	7,000	7,000	
590-536-933.050	MAINT-EQUIPMENT	2,101	20,000	12,000	20,000	12,000	
590-536-933.500	MAINT-LIFT STATIONS	15,898	110,000	75,000	110,000	110,000	
	GENERAL PUMP STATION MAINTENANCE & PUMP REPLACEMENT						
590-536-934.300	OPTO 22 MAINTENANCE	1,709	10,000	10,000	10,000	10,000	
590-536-934.500	MAINT. AGREEMENT ON EQUIPMENT	9,291	9,500	9,500	15,500	15,500	
	FOOTNOTE AMOUNTS:				11,000		
	GENERATORS						
	FOOTNOTE AMOUNTS:				1,500		
	GENERAL MAINT AGRMTS						
	FOOTNOTE AMOUNTS:				3,000		
	XEROX PRINTERS-1/2 WATER AND 1/2 SEWER						
	GL # FOOTNOTE TOTAL:				15,500		
590-536-955.000	MISC.	110	150	150	150	150	
590-536-957.000	PROFESSIONAL DEVELOPMENT	418	2,500	1,000	1,500	1,000	
590-536-957.100	SEMINAR LODGING	255	1,000		750	750	
590-536-957.200	SEMINAR MEALS		150		150	150	
590-536-957.300	MEMBERSHIP & DUES	244	500	1,100	1,500	1,500	
590-536-962.000	SAFETY	3,490	12,000	6,000	6,000	6,000	
	MISC SAFETY AND SAFETY TRAINING						
590-536-963.000	PROPERTY/LIABILITY INSURANCE	33,753	38,000	38,000	38,000	38,000	
590-536-969.300	HOOKUP LABOR & MATERIAL	7,218	7,500	5,000	5,000	5,000	
590-536-973.000	CAPITAL PROJECTS-SEWER SYSTEM	768	1,027,000	20,000	1,178,000	1,178,000	
	FOOTNOTE AMOUNTS:				675,000		
	STATION #5 UPGRADE/REHABILITATION - ENGINEERING COMPLETE /EGLE CONSTRUCTION PERMIT PENDING MOVED FROM 2024						
	FOOTNOTE AMOUNTS:				168,000		
	PUMP STATION #10 MULBERRY LANE MOVED FROM 2024						
	FOOTNOTE AMOUNTS:				275,000		
	PUMP STATION #2 UPGRADE MOVED FROM 2024						
	FOOTNOTE AMOUNTS:				60,000		
	PUMP STATION #5 SERVICE AREA DYE TESTING						
	GL # FOOTNOTE TOTAL:				1,178,000		
590-536-977.000	NEW EQUIPMENT PURCHASE	1,089	20,000	20,000	7,000	7,000	
	FOOTNOTE AMOUNTS:				2,500		
	REPLACE BRUSHHOG						
	FOOTNOTE AMOUNTS:				4,500		
	VAC TUBES AND RACK FOR VAC TRUCK TO REACH 40 FOOT DEEP STATION WET WELLS WITH SOLID TUBE						
	GL # FOOTNOTE TOTAL:				7,000		
590-536-980.000	NEW OFFICE EQUIPMENT & FURNITURE	560	1,000	500	1,000	1,000	
590-536-980.100	NEW COMPUTER HARDWARE & SOFTWARE	4,370	6,000	6,000	5,750	5,750	
	FOOTNOTE AMOUNTS:				3,750		
	REPLACEMENT OF THREE SURFACES C3775LT308, C3775LT309, C3775LT310 - 1/2 WATER & 1/2 SEWER						
	FOOTNOTE AMOUNTS:				2,000		
	MISCELLANEOUS COMPUTER AND HARDWARE AND SOFTWARE						
	GL # FOOTNOTE TOTAL:				5,750		
590-536-981.000	NEW VEHICLE PURCHASE				25,000	25,000	
	2025 TRUCK PURCHASE - TRADE 2009 F150 1/2 WATER & 1/2 SEWER						
Totals for dept 536 - WATER/SEWER SYSTEMS		726,167	2,161,500	1,089,300	2,317,060	2,306,060	099

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 540 - WWTP							
590-540-702.000	SALARIES & WAGES	260,133	334,912	334,912	343,912	343,912	
590-540-702.500	OVERTIME	9,343	10,000	10,000	10,000	10,000	
590-540-702.700	LUMP SUM IN LIEU OF STEP	3,647	5,250	5,250	4,000	4,000	
590-540-710.000	EMPLR FICA CONTR	16,242	20,660	20,660	20,913	20,913	
590-540-711.000	EMPLR MEDICARE CONTR	3,799	4,832	4,832	4,891	4,891	
590-540-711.500	UNEMPLOYMENT	190	713	713	475	475	
590-540-716.000	EMPLR RETIREMENT CONTR	24,633	33,265	33,265	35,761	35,761	
590-540-718.500	HEALTH INSURANCE	99,309	128,620	128,620	140,065	140,065	
ASSUMED A 9% INCREASE							
590-540-718.700	HEALTH INS-EE CONTRIBUTIONS	(11,194)	(16,339)	(16,339)	(19,706)	(19,706)	
EMPLOYEE COST SHARE 12%							
590-540-719.000	DENTAL INSURANCE	5,946	8,071	8,071	8,085	8,085	
ASSUMED A 5% INCREASE							
590-540-719.800	VISION INSURANCE	758	1,207	1,207	1,195	1,195	
ASSUMED A 5% INCREASE							
590-540-719.900	VISION INS-EE CONTRIBUTIONS	(379)	(604)	(604)	(598)	(598)	
590-540-724.000	WORKER'S COMP	1,768	2,195	2,195	2,167	2,167	
590-540-725.000	LIFE AND DISABILITY INSURANCE	1,360	1,850	1,850	1,833	1,833	
ASSUMED A 5% INCREASE							
590-540-743.000	CHEMICALS	66,579	65,000	65,000	86,000	86,000	
590-540-744.000	LAB EQUIPMENT & SUPPLIES	28,667	38,000	38,000	32,000	32,000	
590-540-752.000	OFFICE SUPPLIES	759	700	700	700	700	
590-540-754.000	OPERATING SUPPLIES	7,642	12,000	12,000	14,000	14,000	
590-540-759.000	GAS/FUEL	3,644	5,000	5,000	4,000	4,000	
590-540-767.000	UNIFORMS	872	2,000	2,000	2,000	2,000	
590-540-774.100	BIOXIDE	89,138	85,000	85,000	75,000	75,000	
590-540-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	23,962	33,800	33,800	46,500	46,500	
FOOTNOTE AMOUNTS:					4,500		
CLEANING WWTP							
FOOTNOTE AMOUNTS:					5,000		
BLOWER ELECTRICAL EFFICIENCY STUDY							
FOOTNOTE AMOUNTS:					2,000		
OUT OF SCOPE IT SERVICES							
FOOTNOTE AMOUNTS:					32,500		
MANAGED IT SERVICES/MISDIG LOCATE/OFFICE 365							
FOOTNOTE AMOUNTS:					2,500		
MISC PROFESSIONAL FEES							
GL # FOOTNOTE TOTAL:					46,500		
590-540-801.200	CONT. SERV. - BIOSOLIDS LAND APPL.	50,376	50,000	50,000	50,000	50,000	
590-540-801.250	WASTE/RUBBISH DISPOSAL				4,000	4,000	
590-540-801.300	CONT. SERV. - LAB ANALYSIS	7,085	7,000	7,000	8,000	8,000	
EPA/EGLE ADDITIONAL MONITORING							
LAB ANALYSIS							
590-540-802.100	SOFTWARE SUPPORT/MAINTENANCE AGREEMENT				7,000	7,000	
1/3 WATER 1/3 SEWER 1/3 WWTP							
590-540-850.000	COMMUNICATIONS	6,439	3,250	3,250	3,500	3,500	
590-540-851.000	MAIL/POSTAGE	181	500	500	600	600	
590-540-860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	10	250	250	250	250	
590-540-900.000	PRINTING & PUBLISHING		250	2,000	500	2,000	
590-540-920.000	ELECTRIC/NATURAL GAS	162,976	176,000	176,000	195,000	195,000	
590-540-920.200	WATER & SEWER QUARTERLY BILLING	7,944	10,000	10,000	10,000	10,000	
590-540-923.000	PROPANE	1,882	3,500	3,500	3,500	3,500	
590-540-930.200	MAINT-GROUNDS	1,698	12,100	8,000	3,500	3,500	
590-540-930.300	MAINT-BUILDINGS	1,607	20,000	20,000	5,000	5,000	
590-540-933.000	MAINT-VEHICLES	486	3,000	3,000	3,000	3,000	
590-540-933.050	MAINT-EQUIPMENT	3,096	6,000	6,000	6,000	6,000	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 540 - WWTP							
590-540-934.300	OPTO 22 MAINTENANCE	1,926	6,000	6,000	10,000	10,000	
590-540-934.500	MAINT. AGREEMENT ON EQUIPMENT	750	1,700	1,700	1,700	1,700	
590-540-934.981	SAMPLING EQUIPMENT MAINT.	577	4,000	4,000	19,000	19,000	
	FOOTNOTE AMOUNTS:				4,000		
	MISC EQUIPMENT MAINT						
	FOOTNOTE AMOUNTS:				15,000		
	REPLACE FINAL EFFLUENT SAMPLER						
	GL # FOOTNOTE TOTAL:				19,000		
590-540-934.982	PRELIMINARY TREAT EQUIPM. MAINT.	9,875	500,800	25,000	625,000	625,000	
	FOOTNOTE AMOUNTS:				25,000		
	MISC PRELIMINARY TREATMENT						
	FOOTNOTE AMOUNTS:				600,000		
	FINE SCREEN INSTALLATION 20% INFLATION INCREASE						
	GL # FOOTNOTE TOTAL:				625,000		
590-540-934.983	SECONDARY TREAT EQUIP. MAINT.	32,662	25,000	25,000	25,000	25,000	
590-540-934.984	SOLIDS EQUIPMENT MAINT.	21,019	25,000	25,000	40,000	40,000	
	FOOTNOTE AMOUNTS:				10,000		
	THICKNER FEED PUMP						
	FOOTNOTE AMOUNTS:				25,000		
	MISC SOLIDS EQUIPMENT MAINT						
	FOOTNOTE AMOUNTS:				5,000		
	ENCLOSURE/COVER DIGESTER						
	GL # FOOTNOTE TOTAL:				40,000		
590-540-934.985	DISINFECTION EQUIPMENT MAINT.	104	6,000	6,000	6,000	6,000	
590-540-934.986	INSTRUMENTATION EQUIPMENT MAINT.	4,483	3,000	3,000	3,000	3,000	
590-540-934.987	TERTIARY FILTER MAINT.	650	10,000	10,000	10,000	10,000	
590-540-949.000	IPP		500	500	250	250	
590-540-957.000	PROFESSIONAL DEVELOPMENT	1,378	5,000	3,000	5,000	5,000	
590-540-957.100	SEMINAR LODGING		500		500	500	
590-540-957.200	SEMINAR MEALS		100		100	100	
590-540-957.300	MEMBERSHIP & DUES	578	500	250	500	500	
590-540-958.100	PERMITS & FEES	5,500	13,000	13,000	14,000	14,000	
590-540-962.000	SAFETY	2,965	5,000	5,000	6,000	6,000	
	MISC SAFETY EQUIPMENT & SAFETY TRAINING						
590-540-963.000	PROPERTY/LIABILITY INSURANCE	20,077	25,000	25,000	22,000	22,000	
590-540-977.000	NEW EQUIPMENT PURCHASE	4,205	5,000	5,000	50,000	50,000	
	2025 TRUCK PURCHASE/TRADE 2006 CHEVY TRUCK						
590-540-980.000	NEW OFFICE EQUIPMENT & FURNITURE		750	750	750	750	
590-540-980.100	NEW COMPUTER HARDWARE & SOFTWARE	11,251	2,000	2,000	9,500	9,500	
	FOOTNOTE AMOUNTS:				5,000		
	REPLACE TWO SURFACES - C3775LT203, C3775LT204						
	FOOTNOTE AMOUNTS:				2,500		
	DESKTOP - WWTP ASSISTANT SUPERINTENDENT						
	FOOTNOTE AMOUNTS:				2,000		
	MISCELLANEOUS COMPUTER EQUIPMENT AND HARDWARE						
	GL # FOOTNOTE TOTAL:				9,500		
Totals for dept 540 - WWTP		998,598	1,706,832	1,225,832	1,961,343	1,962,843	
Dept 906 - DEBT SERVICE							
590-906-993.350	BOND INTEREST-RURAL DEVELOPMENT	138,605	138,000	138,000	134,700	134,700	
Totals for dept 906 - DEBT SERVICE		138,605	138,000	138,000	134,700	134,700	
Dept 960 - DEPRECIATION EXPENSE							
590-960-968.000	DEPRECIATION EXPENSE	804,613	815,000	815,000	825,000	825,000	
Totals for dept 960 - DEPRECIATION EXPENSE		804,613	815,000	815,000	825,000	825,000	101

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
TOTAL APPROPRIATIONS		2,667,983	4,821,332	3,268,132	5,238,103	5,228,603	
NET OF REVENUES/APPROPRIATIONS - FUND 590		1,041,568	(1,442,507)	89,393	(1,659,995)	(1,650,495)	
BEGINNING FUND BALANCE		15,163,691	16,205,263	16,205,263	16,294,656	16,294,656	16,294,656
ENDING FUND BALANCE		16,205,259	14,762,756	16,294,656	14,634,661	14,644,161	16,294,656

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 000 - NONE							
591-000-476.500	REVENUE-REPLACEMENT METERS		1,000	1,000	1,000	1,000	
591-000-539.000	STATE GRANTS	31,138	550,000	800,000	5,569,305	5,778,305	
	DWSRF ARPA GRANT						
591-000-583.000	CONTRIBUTION FROM EDA FOR PROJECTS				500,000	500,000	
	SUMMERTON ROAD WATER MAIN						
591-000-626.000	WATER INSPECTION FEES	8,696	5,000	1,000	2,500	2,500	
591-000-643.000	WATER SALES	1,628,851	1,592,175	1,592,175	1,671,783	1,671,783	
591-000-643.100	BULK WATER SALES	6,625	11,000	11,000	5,000	5,000	
591-000-643.200	FINAL READ	3,978	4,000	4,000	3,400	3,400	
591-000-643.300	TURN-OFF	4,575	4,000	4,500	6,200	5,000	
591-000-644.000	LATERALS		2,500		1,000	1,000	
591-000-644.200	BENEFIT FEES	94,510	52,500	15,000	28,000	25,000	
591-000-645.000	CONNECTION FEES	28,538	52,500	15,000	20,000	15,000	
591-000-655.000	FINES & FORFEITURES	18,306	20,000	20,000	20,000	20,000	
591-000-665.000	INTEREST EARNED	125,252	190,000	190,000	185,000	185,000	
591-000-671.000	LEASES - TOWER RENTAL	58,627	56,000	56,000	56,000	56,000	
591-000-672.000	OTHER REVENUE	2,634	8,000	3,000	2,000	2,000	
591-000-673.000	GAIN/LOSS ON SALE OF ASSETS	400					
591-000-687.000	REFUNDS & REBATES	3,469	3,500	1,000			
Totals for dept 000 - NONE		2,015,599	2,552,175	2,713,675	8,071,188	8,270,988	
TOTAL ESTIMATED REVENUES		2,015,599	2,552,175	2,713,675	8,071,188	8,270,988	

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 536 - WATER/SEWER SYSTEMS							
591-536-702.000	SALARIES & WAGES	447,071	515,060	515,060	541,261	541,261	
591-536-702.200	TEMPORARY LABOR	14,974	12,480	12,480	13,728	13,728	
591-536-702.500	OVERTIME	37,092	44,900	44,900	44,900	44,900	
591-536-702.700	LUMP SUM IN LIEU OF STEP	5,075	6,120	6,120	8,800	8,800	
591-536-705.000	LEAVE TIME PAYOUT		5,900		5,900	5,900	
STAFF LEAVE TIME PAYOUT UPON RETIREMENT							
591-536-710.000	EMPLR FICA CONTR	30,199	34,521	34,521	36,149	36,149	
591-536-711.000	EMPLR MEDICARE CONTR	7,062	8,074	8,074	8,454	8,454	
591-536-711.500	UNEMPLOYMENT	350	1,100	1,100	554	554	
591-536-716.000	EMPLR RETIREMENT CONTR	42,670	51,900	51,900	57,436	57,436	
591-536-718.500	HEALTH INSURANCE	150,774	177,959	177,959	193,794	193,794	
ASSUMED A 9% INCREASE							
591-536-718.700	HEALTH INS-EE CONTRIBUTIONS	(15,359)	(21,012)	(21,012)	(24,928)	(24,928)	
EMPLOYEE COST SHARE 12%							
591-536-719.000	DENTAL INSURANCE	7,684	10,273	10,273	10,657	10,657	
ASSUMED A 5% INCREASE							
591-536-719.800	VISION INSURANCE	1,066	1,501	1,501	1,416	1,416	
ASSUMED A 5% INCREASE							
591-536-719.900	VISION INS-EE CONTRIBUTIONS	(533)	(751)	(751)	(708)	(708)	
591-536-724.000	WORKER'S COMP	5,082	6,093	6,093	6,543	6,543	
591-536-725.000	LIFE AND DISABILITY INSURANCE	2,100	2,632	2,632	2,536	2,536	
ASSUMED A 5% INCREASE							
591-536-726.000	COMPENSATED ABSENCES	(3,553)					
591-536-752.000	OFFICE SUPPLIES	493	1,600	1,600	1,600	1,600	
591-536-753.000	PROCESS CHEMICALS/CHLORINE	65,821	70,000	70,000	80,000	80,000	
591-536-754.000	OPERATING SUPPLIES	12,093	11,000	12,000	15,000	15,000	
591-536-759.000	GAS/FUEL	10,103	12,000	12,000	14,000	14,000	
591-536-767.000	UNIFORMS	522	2,000	2,000	2,000	2,000	
591-536-774.100	MXU	6,010	7,000	7,000	7,000	7,000	
591-536-801.000	PROFESSIONAL & CONTRACTUAL SERVICE	67,896	116,350	116,350	96,286	95,286	
FOOTNOTE AMOUNTS:					7,500		
EGLE YEARLY WATER FEES							
FOOTNOTE AMOUNTS:					4,000		
CLEANING ISABELLA TRTM PLANT							
FOOTNOTE AMOUNTS:					43,686		
CROSS CONNECTION CONTROL PROGRAM AND LEAD AND COPPER INVENTORY PROGRAM							
FOOTNOTE AMOUNTS:					600		
ANNUAL BOND DISCLOSURE-PFM							
FOOTNOTE AMOUNTS:					3,000		
OUT OF SCOPE MANAGED IT SERVICES							
FOOTNOTE AMOUNTS:					36,500		
MANAGED IT SERVICE/MISDIG MARKING/FIBER/DATA CENTER/OFFICE 365							
GL # FOOTNOTE TOTAL:					95,286		
591-536-801.010	LAB FEES	10,571	25,000	15,000	25,000	15,000	
591-536-801.025	HYDRANT FLUSHING		(10,000)				
591-536-801.250	WASTE/RUBBISH DISPOSAL				1,000	1,000	
591-536-801.750	WELL HEAD PROTECTION		500	500	500	500	
591-536-801.800	WATER STUDY		20,000				
2020 COST OF SERVICE PLAN UPDATE-MOVED TO 2026							
591-536-802.100	SOFTWARE SUPPORT/MAINTENANCE AGREEMENT	2,558	2,840	2,840	9,965	9,965	
FOOTNOTE AMOUNTS:					2,965		
BS&A SOFTWARE SUPPORT SERVICE							
FOOTNOTE AMOUNTS:					7,000		
1/3 WATER 1/3 SEWER 1/3 WWTP							
GL # FOOTNOTE TOTAL:					9,965		
591-536-826.000	LEGAL FEES	300	10,000	500	5,000	5,000	104

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 536 - WATER/SEWER SYSTEMS							
WATER RATE AND CONNECTION FEE ORDINANCE CHANGES							
591-536-850.000	COMMUNICATIONS	4,272	4,780	4,780	4,700	4,700	
	FOOTNOTE AMOUNTS:				1,200		
	ANSWERING SERVICE						
	FOOTNOTE AMOUNTS:				3,500		
	VERIZON CELL PHONES/TABLETS						
	GL # FOOTNOTE TOTAL:				4,700		
591-536-851.000	MAIL/POSTAGE	2,236	3,700	3,700	3,500	3,500	
591-536-860.000	TRANSPORTATION/MILEAGE REIMBURSMEN	707	750	750	750	750	
591-536-900.000	PRINTING & PUBLISHING	4,173	5,400	5,400	5,700	5,700	
CCR REPORT							
NOTICES & ADVERTISEMENTS							
591-536-920.000	ELECTRIC/NATURAL GAS	152,213	180,000	180,000	180,000	180,000	
591-536-930.000	EQUIPMENT REPAIRS	32,005	60,000	50,000	30,000	30,000	
MISC							
591-536-930.200	MAINT-GROUNDS	323	15,472	15,472	5,000	5,000	
MISC GROUNDS MAINTENANCE							
591-536-930.300	MAINT-BUILDINGS	4,124	20,250	20,250	5,000	5,000	
MISC BUILDING MAINTENANCE							
591-536-933.000	MAINT-VEHICLES	8,269	6,000	7,000	6,000	6,000	
591-536-933.050	MAINT-EQUIPMENT	1,594	10,000	10,000	10,000	10,000	
591-536-933.100	MAINT-WATER WELLS	1,790	62,000	25,000	65,000	65,000	
	FOOTNOTE AMOUNTS:				37,000		
	WELL #11 REHAB						
	FOOTNOTE AMOUNTS:				3,000		
	WELL PUMP TEST EGLE REQUIREMENT						
	FOOTNOTE AMOUNTS:				25,000		
	MISC MAINTENANCE AND REPAIRS WATER WELLS						
	GL # FOOTNOTE TOTAL:				65,000		
591-536-933.200	MAINT-TREATMENT PLANTS	18,038	15,000	15,000	15,000	15,000	
MISC TREATMENT PLANT MAINTENANCE							
591-536-933.300	MAINT-WATER TOWERS	1,784	22,000	22,000	33,000	33,000	
	FOOTNOTE AMOUNTS:				5,000		
MISC TOWER MAINTENANCE							
	FOOTNOTE AMOUNTS:				28,000		
	CATHODIC PROTECTION AT BROADWAY TOWER						
	GL # FOOTNOTE TOTAL:				33,000		
591-536-934.300	OPTO 22 MAINTENANCE	6,608	15,000	15,000	15,000	15,000	
591-536-934.500	MAINT. AGREEMENT ON EQUIPMENT	7,568	7,700	7,700	7,700	7,700	
	FOOTNOTE AMOUNTS:				3,000		
WOLVERINE POWER SYSTEMS MAINTENANCE AGREEMENTS							
	FOOTNOTE AMOUNTS:				1,000		
CORPO WATERWORKS CATHODIC PROTECTION							
	FOOTNOTE AMOUNTS:				700		
MISC EQUIPMENT MAINT AGREEMENTS							
	FOOTNOTE AMOUNTS:				3,000		
XEROX PRINTERS-1/2 WATER AND 1/2 SEWER							
	GL # FOOTNOTE TOTAL:				7,700		
591-536-940.500	ROYALTIES	5,057	5,000	5,000	5,200	5,200	
591-536-955.000	MISC.	101	150	150	150	150	
591-536-957.000	PROFESSIONAL DEVELOPMENT	2,953	5,000	5,000	4,000	4,000	
591-536-957.100	SEMINAR LODGING	255	1,000		750	750	
591-536-957.200	SEMINAR MEALS	73	450		450	450	
591-536-957.300	MEMBERSHIP & DUES	339	1,200	500	1,200	1,200	
591-536-962.000	SAFETY	3,507	12,000	7,000	6,000	6,000	
MISC SAFETY & TRAINING							

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 REQUESTED BUDGET	2025 RECOMMENDED BUDGET	2025 APPROVED BUDGET
APPROPRIATIONS							
Dept 536 - WATER/SEWER SYSTEMS							
591-536-963.000	PROPERTY/LIABILITY INSURANCE	30,046	36,000	36,000	32,000	32,000	
591-536-969.200	METER REPLACEMENT PROGRAM	25,110	30,000	30,000	20,000	20,000	
591-536-969.300	HOOKUP LABOR & MATERIAL	20,923	60,000	30,000	35,000	35,000	
591-536-972.000	CAPITAL PROJECTS-WATER SYSTEM	155	2,550,154	266,000			
591-536-972.001	CAPITAL PROJECTS-DWSRF-WELL			165,625	285,875	285,875	
DIVISION A WATER WELL							
591-536-972.002	CAPITAL PROJECTS-DWSRF-WATERMAIN			812,570	3,560,852	3,560,852	
FOOTNOTE AMOUNTS:					2,640,852		
TRANSMISSION LINE NEW WELL TO ISABELLA TREATMENT PLANT & SUMMERTON ROAD LOOP PICKARD TO BROADWAY - DWSRF ARPA GRANT FUNDING					420,000		
FOOTNOTE AMOUNTS:							
BOT APPROVED FUNDING (SEPTEMBER 11, 2024) FOR SUMMERTON ROAD WATER MAIN COST ABOVE BUDGETED FUNDS IN THE DWSRF ARPA GRANT					500,000		
FOOTNOTE AMOUNTS:							
EDA APPROVED FUNDING (SEPTEMBER 17, 2024) FOR SUMMERTON ROAD LOOP FROM PICKARD TO BROADWAY)							
GL # FOOTNOTE TOTAL:					3,560,852		
591-536-972.003	CAPTIAL PROJECTS-DWSRF-WTR PLANT			466,900	2,456,237	2,456,237	
ISABELLA TREATMENT PLANT UPGRADES							
591-536-972.004	CAPITAL PROJECTS-DWSRF-LEAD SERVICE			142,660	395,342	395,342	
LEAD SERVICE LINES VERIFICATION AND REPLACEMENT, LEAD HYDRANT HEAD REPLACEMENT							
591-536-977.000	NEW EQUIPMENT PURCHASE	9,057	22,500	22,500	4,000	4,000	
MISC NEW EQUIPMENT PURCHASE							
591-536-980.000	NEW OFFICE EQUIPMENT & FURNITURE	542	1,000	1,000	1,000	1,000	
591-536-980.100	NEW COMPUTER HARDWARE & SOFTWARE	5,616	8,500	5,500	3,750	3,750	
REPLACEMENT OF THREE SURFACES C3775LT308, C3775LT309, C3775LT310 - 1/2 WATER & 1/2 SEWER							
591-536-981.000	NEW VEHICLE PURCHASE				25,000	25,000	
2025 TRUCK PURCHASE - TRADE 2009 F150 1/2 WATER & 1/2 SEWER							
Totals for dept 536 - WATER/SEWER SYSTEMS		1,257,559	4,286,046	3,469,097	8,386,999	8,375,999	
Dept 906 - DEBT SERVICE							
591-906-993.002	BOND INTEREST - (2010 WATER)	42,745	39,600	39,600	34,900	34,900	
591-906-993.800	BOND ISSUE COST AMORTIZATION	1,579	1,579	1,579	1,579	1,579	
591-906-993.900	BOND - PAYING AGENT FEES	750	850	850	850	850	
Totals for dept 906 - DEBT SERVICE		45,074	42,029	42,029	37,329	37,329	
Dept 960 - DEPRECIATION EXPENSE							
591-960-968.000	DEPRECIATION EXPENSE	433,944	445,000	445,000	455,000	455,000	
Totals for dept 960 - DEPRECIATION EXPENSE		433,944	445,000	445,000	455,000	455,000	
TOTAL APPROPRIATIONS		1,736,577	4,773,075	3,956,126	8,879,328	8,868,328	
NET OF REVENUES/APPROPRIATIONS - FUND 591		279,022	(2,220,900)	(1,242,451)	(808,140)	(597,340)	
BEGINNING FUND BALANCE		11,401,492	11,680,512	11,680,512	10,438,061	10,438,061	10,438,061
ENDING FUND BALANCE		11,680,514	9,459,612	10,438,061	9,629,921	9,840,721	10,438,061

Charter Township of Union – Recommended 2025 Fee Schedule

Community and Economic Development Department

BUILDING AND ZONING PERMITS		
<i>Note: The total cost of improvement for calculation of building permit fees is based on the most recently adopted state Bureau of Construction Codes Square Foot Construction Cost Table, which can be found at http://mi.gov/lara. Premanufactured unit fees are based upon 50% of the normal on-site construction permit fee.</i>		
Type of Application	Construction Cost	Fee
Building Permit	Up to \$1,000.00	\$65.00
	\$1,000.00 to \$10,000.00	\$69.00 plus \$11.00 per \$1,000.00 of construction cost
	\$10,000.01 to \$100,000.00	\$134.00 plus \$4.50 per \$1,000.00 of construction cost
	\$100,000.01 to \$500,000.00	\$209.00 plus \$3.75 per \$1,000.00 of construction cost
	\$500,000.01 to \$1,000,000.00	\$334.00 plus \$3.50 per \$1,000.00 of construction cost
	\$1,000,000.01 or Higher	\$834.00 plus \$3.00 per \$1,000.00 of construction cost
	All work not involving a square foot computation	\$150.00 for the permit, plus \$100.00 for each inspection required for the project
	Additional inspections	\$100.00 per additional inspection or re-inspection beyond that included in the original permit fee
Demolition Permit	Agricultural or single-family/ two-family residential	\$150.00 per building to be demolished
	Multiple-family or non-residential	\$150.00; plus \$0.07 per square foot on demolition
Building Relocation		\$250.00
Construction Plan Review		Included in the building permit fee
Construction Board of Appeals		\$500.00 per application
Certificate of Occupancy		\$50.00
Type of Application		Fee
Zoning Permit	Zoning review of a building permit, demolition permit, building relocation or grading permit application <i>Note: No zoning review required for siding, window or roof replacements, interior only renovations without a change of use, and mobile/modular home installations in a previously approved mobile home park.</i>	\$35.00
	Zoning review of a land division, lot line adjustment, or land combination	\$75.00
	Shed or other accessory structure not subject to a building permit	\$0.00
	Fence or wall not subject to a building permit	\$0.00
	Temporary signs	\$0.00
	Building-mounted signs	\$50.00
	Freestanding or ground signs not subject to a building permit	\$50.00
	Other signs subject to a permit	\$50.00
	Administrative review and acceptance of cell tower/antennae collocations and alterations not subject to special land use approval	\$0.00
	Other zoning permit applications	\$50.00
Zoning Letter of Compliance		\$50.00 per letter

Charter Township of Union – Recommended 2025 Fee Schedule

Community and Economic Development Department

PLANNING COMMISSION, ZONING BOARD OF APPEALS, AND OTHER REQUESTS				
Type of Application			Review Fee	Additional Escrow Deposit
Site Plan Review (per contiguous tract of land)	Minor Site Plan		\$175.00	--
	Preliminary Condominium Site Plan		\$700.00	\$2,000.00
	Other Preliminary Site Plan		\$700.00	\$2,000.00
	Final Condominium Site Plan and Condominium Master Deed and Bylaws		\$800.00	\$2,000.00
	Other Final Site Plan		\$700.00	\$2,000.00
	Amendment to an approved site plan		Same as new application	
Special Use Permit (per contiguous tract of land)	Accessory dwelling, a Adult foster care large -group homes, bed & breakfast, boarding house, foster family group home, group child day care home, and -home-based limited business, and short term rental housing		\$325.00	\$500.00
	New cell towers and “Standard B” tower projects		\$1,000.00	\$500.00
	All other new applications		\$950.00	\$500.00
	Amendment to an approved permit		Same as new application	
Subdivision Plat	Preliminary Plat		\$800.00	\$2,000.00
	Final Plat		\$700.00	\$2,000.00
Private Road Plan Approval for projects not otherwise subject to site plan or subdivision plat approval.			\$750.00	\$2,000.00
Stormwater Management Plan Approval for projects not otherwise subject to site plan or subdivision plat approval.			\$225.00	\$2,000.00
Rezoning			\$950.00	\$1,000.00
Text Amendment			\$850.00	\$1,000.00
Planned Unit Development (PUD) (per contiguous tract of land)			\$1,350.00	\$1,000.00
Home Occupation Permit	Medical Marihuana Caregiver		\$325.00	
	All other home occupations		\$0.00	--
Extraction Permit (per contiguous tract of land)			\$1,350.00	\$10,000.00
Planning Commission Special Meeting Request			\$925.00	--
Zoning Board of Appeals	Variances (per variance)	Agricultural or single/two-family residential	\$350.00	\$500.00
		Multiple-family or non-residential	\$450.00	\$500.00
	Administrative appeal		\$450.00	\$1,000.00
	Interpretation		\$950.00	\$1,000.00
	Other applications		\$950.00	\$500.00
	Special meeting request		\$775.00	--

Charter Township of Union – Recommended 2025 Fee Schedule

Community and Economic Development Department

HOUSING LICENSING AND RENTAL INSPECTIONS				
Housing Licensing and Rental Inspection Services			Fee	
Rental Certification and Inspection Fees (includes up to two visits)	Single-family		\$72.00 per unit	
	Two-family or duplex		\$97.00 per two-family or duplex building	
	Multiple-family (3+ units)		\$27.00 per unit	
	Hotel or motel		\$17.00 per unit	
	Fee for certification and inspection of a rental unit operating without certification in violation of the Rental Housing Code.		\$250.00 per unit	
Re-Inspection Fees	Each re-inspection (after two initial visits)		Same as the initial fee based on the type of re-inspected unit	
Violations, Late Fees, and Appeals	Civil infraction notices and citations		Per the Fee Schedule and the Municipal Ordinance Violations Bureau Ordinance	
	Late fee for hotel or motel		\$6.00 per unit per month	
	Late fee for all other rental units		\$10.00 per unit per month	
	Housing Board of Appeals application		\$500.00 per application	
OTHER PERMITS AND APPROVALS				
Type of Application		Fee	Additional Escrow Deposit	
Grading Permit	per an approved site plan		\$50.00	--
	other grading activities		\$225.00	\$1,000.00
Type of Application		Fee		
Unregulated Permit Activity and After-the-Fact Permits and Approvals	Applicants for after-the-fact permits or approvals for any regulated activity that is:	Started but not completed without the required permit or approval will be charged 150% of the applicable fee.		
		Completed without the required permit or approval will be charged 200% of the applicable fee.		
Temporary Use or Structure	Temporary structure		\$200.00	
	Yard/garage sale or non-profit event		\$0.00	
	Other temporary use or event		\$25.00	
MUNICIPAL ORDINANCE VIOLATIONS BUREAU SCHEDULE OF CIVIL FINES AND COSTS				
Offense			Fine or Cost	
First violation within a three (3) year period			\$50.00	
Second violation within a three (3) year period			\$100.00	
Third violation within a three (3) year period			\$250.00	
Fourth violation and any subsequent violation within a three (3) year period			\$500.00	
Late fee for any fine paid to the Bureau more than ten (10) calendar days after the date of service for the civil infraction notice			\$20.00	

Charter Township of Union – Recommended 2025 Fee Schedule

Finance Department

ASSESSING REQUESTS	
Type of Application	Fee
Land Division	\$175.00 per new legal description
Lot Line Adjustment or Combination	
Condominium Development or Condominium Division of Existing Building or Land	\$175.00 per condominium unit created
Industrial Facilities Tax Abatement	\$750.00 per application

Public Services Department

WATER AND SEWER			
Type of Service		Rate	
Water Service Quarterly Rate		\$ 63.92 <u>\$67.00</u> minimum per quarter up to 15,000 gallons	
		\$ 2.56 <u>2.65 per</u> 1,000 gallons over 15,000 gallons per quarter	
Bulk Water Rate		\$ 5.75 <u>\$6.25</u> per 1,000 gallons (\$500.00 deposit)	
Meter Purchase		5/8” - \$600.00; 1” - \$700.00	
Water Hook-Up Rate 5/8 and 1”Meter		\$ 1,732 <u>\$1,820.00</u> for 5/8” & one-inch service	
Water Benefit Fee		\$ 2,692 <u>\$2,826.00</u> per residential equivalency unit (REU)	
Inspection Fees (Water and Sewer)		\$ 122.85 <u>\$130.00</u> per hour	
Turn On/Off Rate	Regular business hours	\$ 47.25 <u>\$49.00</u> each	
	After hours	\$ 204.75 <u>\$214.00</u> each	
	For non-payment	\$ 47.25 <u>\$49.00</u>	
Final Read Charge		\$ 81.90 <u>\$85.00</u>	
Fire Flow Test		\$ 304.50 <u>\$320.00</u>	
Sewer Hook-Up		\$ 3,885 <u>\$4,080.00</u> per REU	
Sewer Service Quarterly Rate	Operation and Maintenance	\$ 66.06 <u>\$69.43</u> per REU	
	Capital Charge	\$ 54.74 <u>\$57.53</u> per REU	
<u>Sewer Capacity Letter Escrow Amount/Per Parcel</u>		<u>\$2,245</u>	
OTHER REQUESTS			
Facility Rentals	Resident Fee	Non-resident Fee	Refundable Damage Deposit for all Facility Rentals
McDonald Park Pavilion	\$70.00 per day	\$95.00 per day	--
Jameson Park Pavilion	\$50.00 per day	\$75.00	--
Jameson Hall	\$150.00	\$300.00	\$250.00
McDonald Park ballfields	\$40.00 per scheduled game to be played on the reserved fields* *not applicable to League play under a Board-approved User Agreement		
Jameson Park ballfield			

<p style="text-align: center;">Charter Township of Union 2025 Personnel Cost Summary</p>

Elected Officials

Position	FTE (Full-time Equivalent)	Salary/Wages	Benefits	Total Compensation
Supervisor	N/A	\$ 12,500	\$ 1,076	\$ 13,576
Clerk	N/A	28,190	2,337	\$ 30,527
Treasurer	N/A	21,190	1,679	\$ 22,869
Trustee	N/A	7,500	658	\$ 8,158
Trustee	N/A	7,500	658	\$ 8,158
Trustee	N/A	7,500	658	\$ 8,158
Trustee	N/A	7,500	658	\$ 8,158
Meeting Pay		6,500		\$ 6,500
Elected Officials Totals	N/A	\$ 98,380	\$ 7,724	\$ 106,104

Township Manager

Position	FTE (Full-time Equivalent)	Salary/Wages	Benefits	Total Compensation
Township Manager	1.00	\$ 120,621	\$ 49,827	\$ 170,448
Car Allowance		3,600		\$ 3,600
Township Manager Totals	1.00	\$ 124,221	\$ 49,827	\$ 174,048

<p align="center">Charter Township of Union 2025 Personnel Cost Summary</p>
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Financial Services

Accounting

Position	FTE (Full-time Equivalent)	Salary/Wages	Benefits	Total Compensation
Finance Director	1.00	\$ 100,587	\$ 46,080	\$ 146,667
Administrative Assistant	1.00	49,863	35,469	\$ 85,332
Accounting Specialist	1.00	66,568	38,225	\$ 104,793
Deputy Clerk	0.30	11,856	927	\$ 12,783
Deputy Treasurer	0.10	2,912	228	\$ 3,140
Overtime	N/A	7,500		\$ 7,500
Lump Sum In Lieu of Step	N/A	2,520		\$ 2,520
Accounting Totals	3.40	\$ 241,806	\$ 120,929	\$ 362,735

Assessing

Position	FTE (Full-time Equivalent)	Salary/Wages	Benefits	Total Compensation
Assessor	1.00	\$ 85,746	43,017	\$ 128,763.00
Asst. Assessor Temp	0.30	\$ 10,608	915	\$ 11,523.00
Board of Review-Meeting Pay	N/A	\$ 4,125	322	\$ 4,447.00
Assessing Totals	1.30	\$ 100,479	\$ 44,254	\$ 144,733

Financial Services Totals

4.70	\$	342,285	\$	165,183	\$	507,468
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<p align="center">Charter Township of Union 2025 Personnel Cost Summary</p>
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Community & Economic Development Services

Building

Position	FTE (Full-time Equivalent)	Salary/Wages	Benefits	Total Compensation
Building Official	1.00	92,019	42,492	\$ 134,511
Rental Inspector	1.00	54,019	35,784	\$ 89,803
Building Department Clerk	1.00	54,501	35,968	\$ 90,469
Overtime	N/A	2,300	-	\$ 2,300
Building Totals	3.00	\$ 202,839	\$ 114,244	\$ 317,083

Planning

Position	FTE (Full-time Equivalent)	Salary/Wages	Benefits	Total Compensation
Community & Economic Dev Director	1.00	\$ 100,385	\$ 43,194	\$ 143,579
Planning & Zoning Administrator	1.00	75,483	39,697	\$ 115,180
Planning Commission	N/A	16,600	1,298	\$ 17,898
Zoning Board of Appeals	N/A	4,355	340	\$ 4,695
Mapping Specialist	0.04	1,400	121	\$ 1,521
Lump Sum In Lieu of Step	N/A	4,400		\$ 4,400
Planning Totals	2.04	\$ 202,623	\$ 84,650	\$ 287,273

Community & Economic Development Services

5.04	\$	405,462	\$	198,894	\$	604,356
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<p align="center">Charter Township of Union 2025 Personnel Cost Summary</p>
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Public Services

Parks and Recreation

Position	FTE (Full-time Equivalent)	Salary/Wages	Benefits	Total Compensation
Skilled Laborer	0.50	\$ 26,671	\$ 18,475	\$ 45,146
Parks Temp	0.15	4,680	467	\$ 5,147
Parks Temp	0.15	5,616	560	\$ 6,176
Parks Temp	0.10	3,120	311	\$ 3,431
Parks Temp	0.10	3,120	311	\$ 3,431
Parks Temp	0.10	3,120	311	\$ 3,431
Overtime	N/A	2,000		\$ 2,000
Parks & Rec Totals	1.10	\$ 48,327	\$ 20,435	\$ 68,762

Water/Sewer

Position	FTE (Full-time Equivalent)	Salary/Wages	Benefits	Total Compensation
Public Services Director	1.00	\$ 112,376	\$ 46,649	\$ 159,025
Public Services Assistant	1.00	59,592	37,404	\$ 96,996
Mapping Specialist	0.80	34,944	2,801	\$ 37,745
Skilled Operator	1.00	66,904	39,825	\$ 106,729
Skilled Laborer	1.00	46,384	35,276	\$ 81,660
Skilled Laborer	1.00	53,342	36,419	\$ 89,761
Public Works Foreman	1.00	89,826	44,613	\$ 134,439
WWTP Superintendent	1.00	106,105	45,937	\$ 152,042
WWTP Assistant Superintendent	1.00	68,661	38,434	\$ 107,095
WWTP Operator	1.00	50,902	35,914	\$ 86,816
WWTP Operator	1.00	59,593	37,695	\$ 97,288
WWTP Operator	1.00	58,351	37,103	\$ 95,454
Chief Water Operator	1.00	93,987	48,727	\$ 142,714
Assistant Water Operator	1.00	67,944	41,663	\$ 109,607
Assistant Water Operator	1.00	57,450	36,921	\$ 94,371
Parks Laborer	0.50	26,672	18,316	44,988
Utilities Temp	0.40	14,976	1,396	\$ 16,372
Utilities Temp	0.40	12,480	1,179	\$ 13,659
Overtime	N/A	67,800		\$ 67,800
Lump Sum In Lieu of Step	N/A	16,050		\$ 16,050
Leave Time Payout upon retirement	N/A	11,800		\$ 11,800

Water/Sewer Totals

Public Services Totals

Township Wide Total

Water/Sewer Totals	16.10	\$ 1,176,139	\$ 586,272	\$ 1,762,411
Public Services Totals	17.20	\$ 1,224,466	\$ 606,707	\$ 1,831,173
Township Wide Total	27.94	\$ 2,194,814	\$ 1,028,335	\$ 3,223,149

<p align="center">Charter Township of Union General Fund Long Term Forecast October, 2024</p>
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	Projected Year End 2024	Recommended Budget 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Fiscal Year Maximum Millage Rate Levied	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Revenues											
Property Tax ¹	546,000	569,300	592,072	615,755	628,070	640,631	653,444	666,513	679,843	693,440	707,309
State Shared Revenue ²	1,363,800	1,347,000	1,360,470	1,374,075	1,387,815	1,401,694	1,415,711	1,429,868	1,444,166	1,458,608	1,473,194
State Grants	980,700	5,700	4,650	4,700	4,750	4,800	4,850	4,900	4,950	5,000	5,050
Contributions from Local Govts/EDA	0	0	0	0	0	0	0	0	0	0	0
Other ³	723,281	642,400	648,824	655,312	661,865	668,484	675,169	681,921	688,740	695,627	702,583
Total Revenues	3,613,781	2,564,400	2,606,016	2,649,842	2,682,501	2,715,609	2,749,173	2,783,201	2,817,699	2,852,675	2,888,136
Expenditures											
Salaries & Wages ⁴	824,526	857,918	900,814	945,855	974,230	1,003,457	1,033,561	1,064,568	1,096,505	1,129,400	1,163,282
Health Care Benefit ⁵	198,732	224,713	238,196	252,488	267,637	283,695	300,717	318,760	337,885	358,158	379,648
Other Benefits ⁶	142,759	155,257	163,020	171,171	176,306	181,595	187,043	192,654	198,434	204,387	210,519
Public Works ⁷	563,100	1,421,250	625,000	643,750	663,063	682,954	703,443	724,546	746,283	768,671	791,731
Capital Outlay ⁸	70,000	37,000	38,110	39,253	40,431	41,644	42,893	44,180	45,505	46,870	48,277
Other ⁹	765,365	721,303	757,368	795,237	819,094	843,666	868,976	895,046	921,897	949,554	978,041
Total Expenditures	2,564,482	3,417,441	2,722,508	2,847,753	2,940,760	3,037,012	3,136,633	3,239,754	3,346,509	3,457,041	3,571,497
Excess of revenue over expenditures	1,049,299	-853,041	-116,492	-197,911	-258,259	-321,403	-387,460	-456,553	-528,810	-604,366	-683,361
Fund Balance - beginning of year	6,732,220	7,781,519	6,928,478	6,811,986	6,614,075	6,355,816	6,034,413	5,646,953	5,190,401	4,661,591	4,057,225
Projected Fund Balance - end of year	7,781,519	6,928,478	6,811,986	6,614,075	6,355,816	6,034,413	5,646,953	5,190,401	4,661,591	4,057,225	3,373,865
Fund Balance Policy¹⁰	854,827	1,139,147	907,503	949,251	980,253	1,012,337	1,045,544	1,079,918	1,115,503	1,152,347	1,190,499
Amount over/(under) policy target	6,926,692	5,789,331	5,904,484	5,664,824	5,375,563	5,022,076	4,601,409	4,110,483	3,546,088	2,904,878	2,183,366
Fund balance percent of operating expense	303%	203%	250%	232%	216%	199%	180%	160%	139%	117%	94%

Assumptions:

¹Taxable value increases 4% per year in 2026 and 2027, with the following years increasing at 2% per year

²State revenue increases 1%/year

³Other revenue increases 1%/year

⁴Salaries & wages increase 5% per year in 2026 and 2027, with the following years increasing at 3% per year

⁵Health care benefits increase 6%/year

⁶Other benefits increase 5% per year in 2026 and 2027, with the following years increasing at 3% per year

⁷Public works expense increase 3%/year

⁸Capital outlay expense increase 3%/year

⁹Other expense increase 5.0% per year in 2026 and 2027, with the following years increasing at 3% per year

¹⁰Fund balance policy equals 4 months of expenses or 33% of operating expenses

<p align="center">Charter Township of Union Fire Fund Long Term Forecast October, 2024</p>

	Fiscal Year Millage Rate Levied ¹	Projected Year End 2024	Recommended Budget 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
		2.25	2.25	2.25	2.25	2.25	2.25	2.25	2.25	2.25	2.25	2.25
Revenues												
Property Tax ²		794,000	825,000	858,000	892,320	910,166	928,370	946,937	965,876	985,193	1,004,897	1,024,995
Property Tax Refunds-MTT		-10,000	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000
Pilot Tax		5,000	5,000	5,200	5,300	5,400	5,500	5,600	5,700	5,800	5,900	6,000
Delinquent Personal Property Tax		500	500	500	500	500	500	500	500	500	500	500
State Grant-Public Safety		12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
State Aid Revenue		10,400	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
Fire Protection-East & West DDA ³		147,000	161,000	167,440	174,138	177,620	181,173	184,796	188,492	192,262	196,107	200,029
Interest Earned		50,000	62,000	62,000	62,000	62,000	62,000	62,000	62,000	62,000	62,000	62,000
Other Revenue		0	0	0	0	0	0	0	0	0	0	0
Total Revenues		1,008,900	1,072,500	1,112,140	1,153,258	1,174,687	1,196,542	1,218,833	1,241,568	1,264,755	1,288,404	1,312,525
Expenditures												
Salaries & Benefits-Hydrant Flushing ⁴		10,000	10,000	10,500	11,025	11,356	11,696	12,047	12,409	12,781	13,164	13,559
Professional and Contractual Services ⁵		838,401	863,553	906,731	952,067	971,109	990,531	1,010,341	1,030,548	1,051,159	1,072,182	1,093,626
Fire Hydrant Repairs/Replacements ⁴		2,000	2,000	2,100	2,205	2,271	2,339	2,409	2,482	2,556	2,633	2,712
Total Expenditures		850,401	875,553	919,331	965,297	984,735	1,004,566	1,024,798	1,045,439	1,066,496	1,087,980	1,109,897
Excess of revenue over expenditures		158,499	196,947	192,809	187,960	189,951	191,976	194,035	196,129	198,259	200,425	202,627
Fund Balance - beginning of year		1,140,432	1,298,931	1,495,878	1,688,687	1,876,648	2,066,599	2,258,575	2,452,610	2,648,740	2,846,999	3,047,424
Projected Fund Balance - end of year⁷		1,298,931	1,495,878	1,688,687	1,876,648	2,066,599	2,258,575	2,452,610	2,648,740	2,846,999	3,047,424	3,250,051
Fund Balance Policy⁶		283,467	291,851	306,444	321,766	328,245	334,855	341,599	348,480	355,499	362,660	369,966
Amount over/(under) policy target		1,015,464	1,204,027	1,382,244	1,554,882	1,738,354	1,923,720	2,111,011	2,300,260	2,491,500	2,684,764	2,880,085
Fund balance percent of operating expenditures		153%	171%	184%	194%	210%	225%	239%	253%	267%	280%	293%

Assumptions:

¹ Millage approved in November 2018 and expires in 2028. Worksheet assumes millage is renewed

² Taxable value increases 4% per year for 2026 and 2027, with the following years increasing by 2%

³ Increase is based on increase in taxes/tax captures in the districts

⁴ Expenses increase 5% per year for 2026 and 2027, with the following years increasing at 3% per year

⁵ Service Agreement with City of Mt Pleasant being re-negotiated. Assume 5.0% increase for 2026 and 2027, with the following years increasing by 2%

⁶ Fund balance policy equals 4 months of expenditures or 33% of operating expenditures

Charter Township of Union
East DDA Fund Long Term Forecast
October, 2024

Fiscal Year	Projected Year End 2024	Recommended Budget 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Revenues											
Property Tax ¹	561,000	575,000	598,000	621,920	634,358	647,046	659,986	673,186	686,650	700,383	714,391
Property Tax Refunds-MTT	-4,000	-2,000	-2,000	-2,000	-2,000	-2,000	-2,000	-2,000	-2,000	-2,000	-2,000
State Aid Revenue ²	73,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
Interest Earned	80,000	87,000	87,000	87,000	87,000	87,000	87,000	87,000	87,000	87,000	87,000
Other Revenue	1,000	500	500	500	500	500	500	500	500	500	500
Total Revenues	711,000	735,500	758,500	782,420	794,858	807,546	820,486	833,686	847,150	860,883	874,891
Expenditures											
Professional and Contractual Services ³	81,000	88,000	92,400	97,020	99,931	102,929	106,016	109,197	112,473	115,847	119,322
Community Improvement Grants	10,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Fire Protection ⁴	81,000	88,000	89,000	90,000	91,000	92,000	93,000	94,000	95,000	96,000	97,000
Projects ⁵	91,420	1,925,420	800,000	800,000	800,000	400,000	400,000	400,000	400,000	400,000	400,000
Total Expenditures	263,420	2,141,420	1,021,400	1,027,020	1,030,931	634,929	639,016	643,197	647,473	651,847	656,322
Excess of revenue over expenditures	447,580	-1,405,920	-262,900	-244,600	-236,072	172,617	181,470	190,489	199,677	209,036	218,568
Fund Balance - beginning of year	2,038,746	2,486,326	1,080,406	817,506	572,906	336,834	509,451	690,921	881,410	1,081,087	1,290,123
Projected Fund Balance - end of year	2,486,326	1,080,406	817,506	572,906	336,834	509,451	690,921	881,410	1,081,087	1,290,123	1,508,692
Fund Balance Policy⁶	28,667	23,084	36,901	37,837	38,489	39,156	39,837	40,534	41,246	41,975	42,721
Amount over/(under) policy target	2,457,659	1,057,322	780,605	535,069	298,345	470,295	651,084	840,877	1,039,841	1,248,148	1,465,970
Fund balance percent of operating expenditures	1446%	500%	369%	252%	146%	217%	289%	362%	437%	512%	589%

Assumptions:

¹ Taxable value increases 4% per year for 2026 and 2027, with the following years increasing at 2% per year

² State Aid Revenue estimated to stay about the same from year to year

³ Expenses increase 5% per year for 2026 and 2027, with the following years increasing at 3% per year

⁴ Reimburse tax captures to Fire Fund for fire protection services, estimated to increase \$1,000 annually

⁵ Annual spending on projects assumption \$800,000 in 2026, 2027, and 2028 for anticipated road improvements, then \$400,000 each year from 2029 until 2034

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
October, 2024

Fiscal Year	Projected Year End 2024	Recommended Budget 2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Revenues											
Property Tax ¹	442,000	454,000	472,160	491,046	500,867	510,885	521,102	531,524	542,155	552,998	564,058
Property Tax Refunds-MTT	-4,000	-2,000	-2,000	-2,000	-2,000	-2,000	-2,000	-2,000	-2,000	-2,000	-2,000
Interest Earned	50,000	56,000	56,000	56,000	56,000	56,000	56,000	56,000	56,000	56,000	56,000
Total Revenues	488,000	508,000	526,160	545,046	554,867	564,885	575,102	585,524	596,155	606,998	618,058
Expenditures											
Professional and Contractual Services ²	13,300	13,300	13,965	14,663	15,103	15,556	16,023	16,504	16,999	17,509	18,034
Community Promotion	6,500	16,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500
Community Improvement Grants	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Fire Protection ³	69,600	73,000	74,000	75,000	76,000	77,000	78,000	79,000	80,000	81,000	82,000
Projects ⁴	21,000	175,000	400,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Total Expenditures	150,400	317,800	534,465	636,163	637,603	639,056	640,523	642,004	643,499	645,009	646,534
Excess of revenue over expenditures	337,600	190,200	-8,305	-91,117	-82,736	-74,172	-65,421	-56,479	-47,344	-38,011	-28,476
Fund Balance - beginning of year	1,207,348	1,544,948	1,735,148	1,726,843	1,635,726	1,552,990	1,478,819	1,413,398	1,356,919	1,309,575	1,271,564
Projected Fund Balance - end of year	1,544,948	1,735,148	1,726,843	1,635,726	1,552,990	1,478,819	1,413,398	1,356,919	1,309,575	1,271,564	1,243,089
Fund Balance Policy⁵	21,567	23,800	22,411	22,694	22,934	23,177	23,421	23,668	23,917	24,169	24,423
Amount over/(under) policy target	1,523,381	1,711,348	1,704,432	1,613,032	1,530,056	1,455,642	1,389,977	1,333,251	1,285,658	1,247,396	1,218,666
Fund balance percent of operating expenditures	1194%	1215%	1284%	1201%	1129%	1063%	1006%	956%	913%	877%	848%

Assumptions:

¹ Taxable value increases 4% per year for 2026 and 2027, with the following years increasing at 2% per year

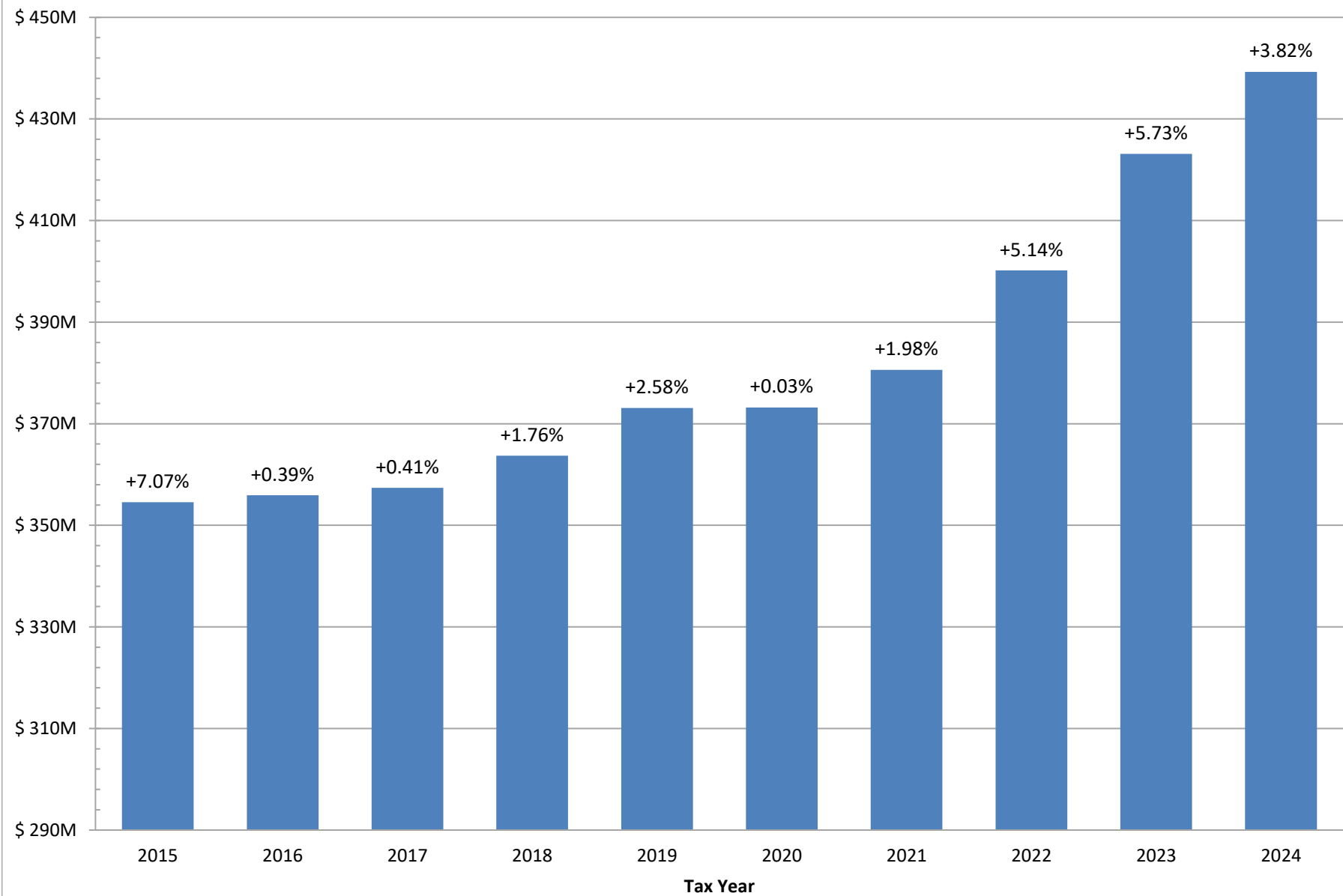
² Expenses to increase 5% per year in 2026 and 2027, with the following years increasing at 3% per year

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

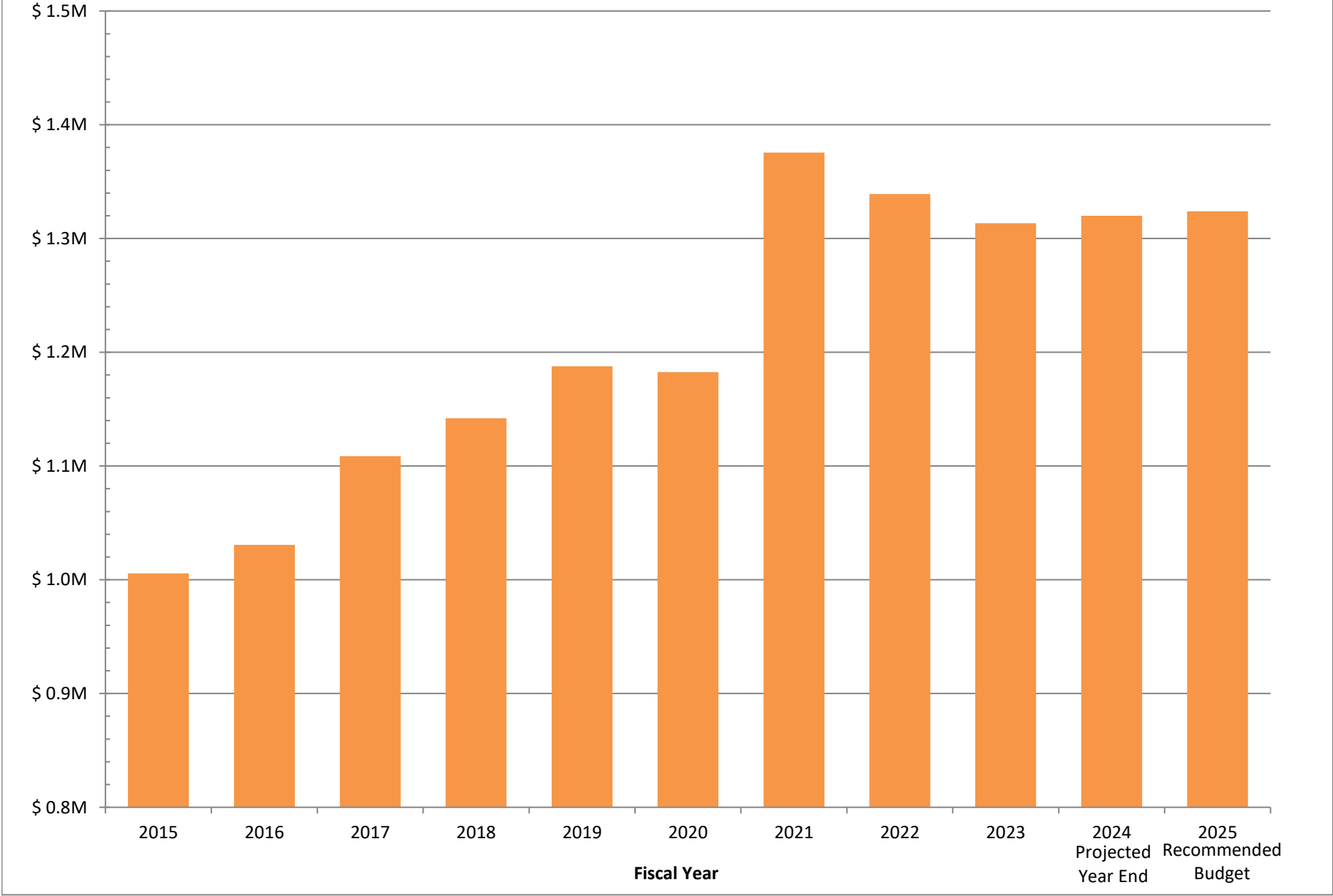
⁴ Annual spending on projects assumption \$400,000 in 2026, then \$500,000 beginning in 2027 until 2034

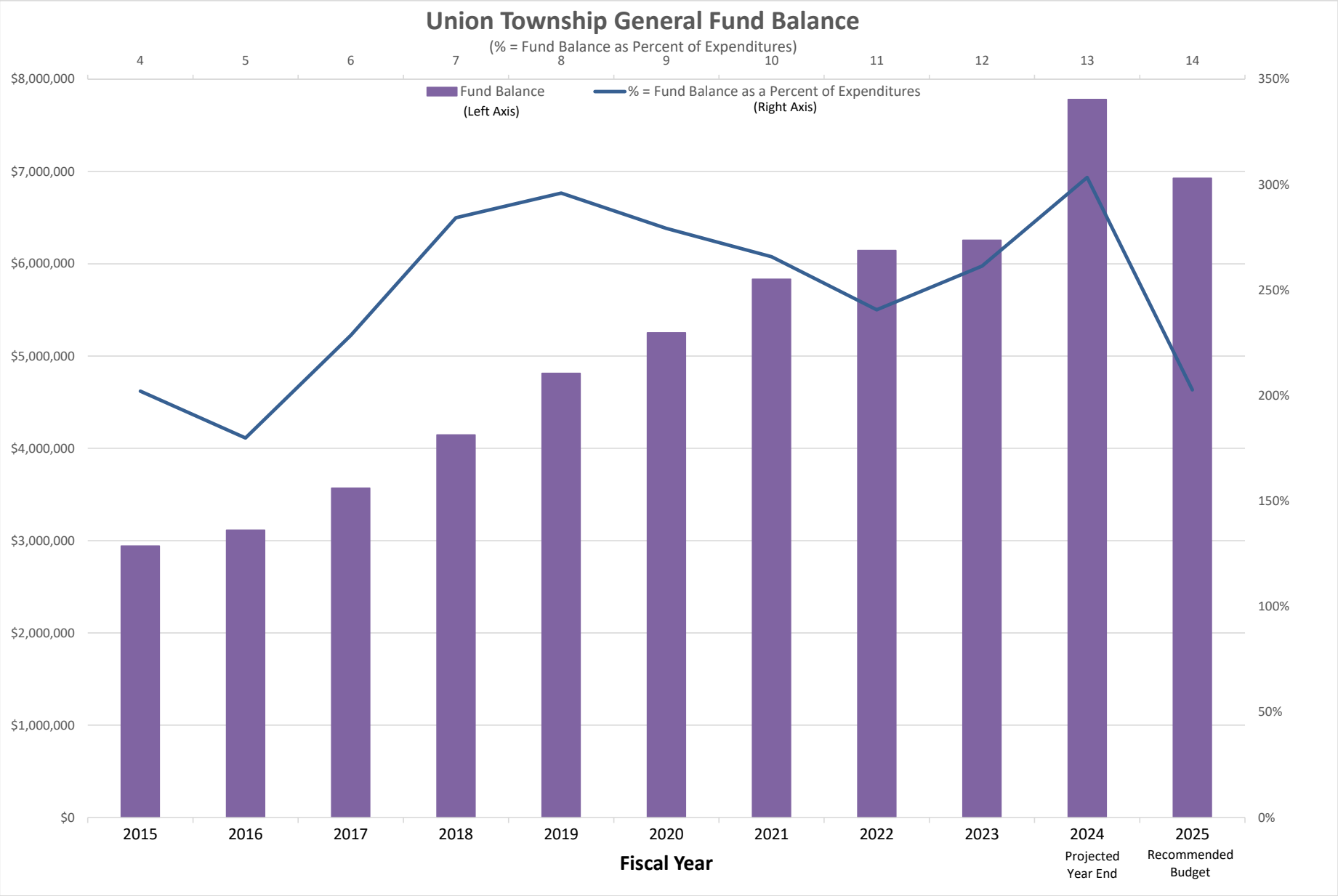
⁵ Fund balance policy equals 2 months of normal operational expenditures or 16.7% of operating expenditures

Union Township Taxable Valuation

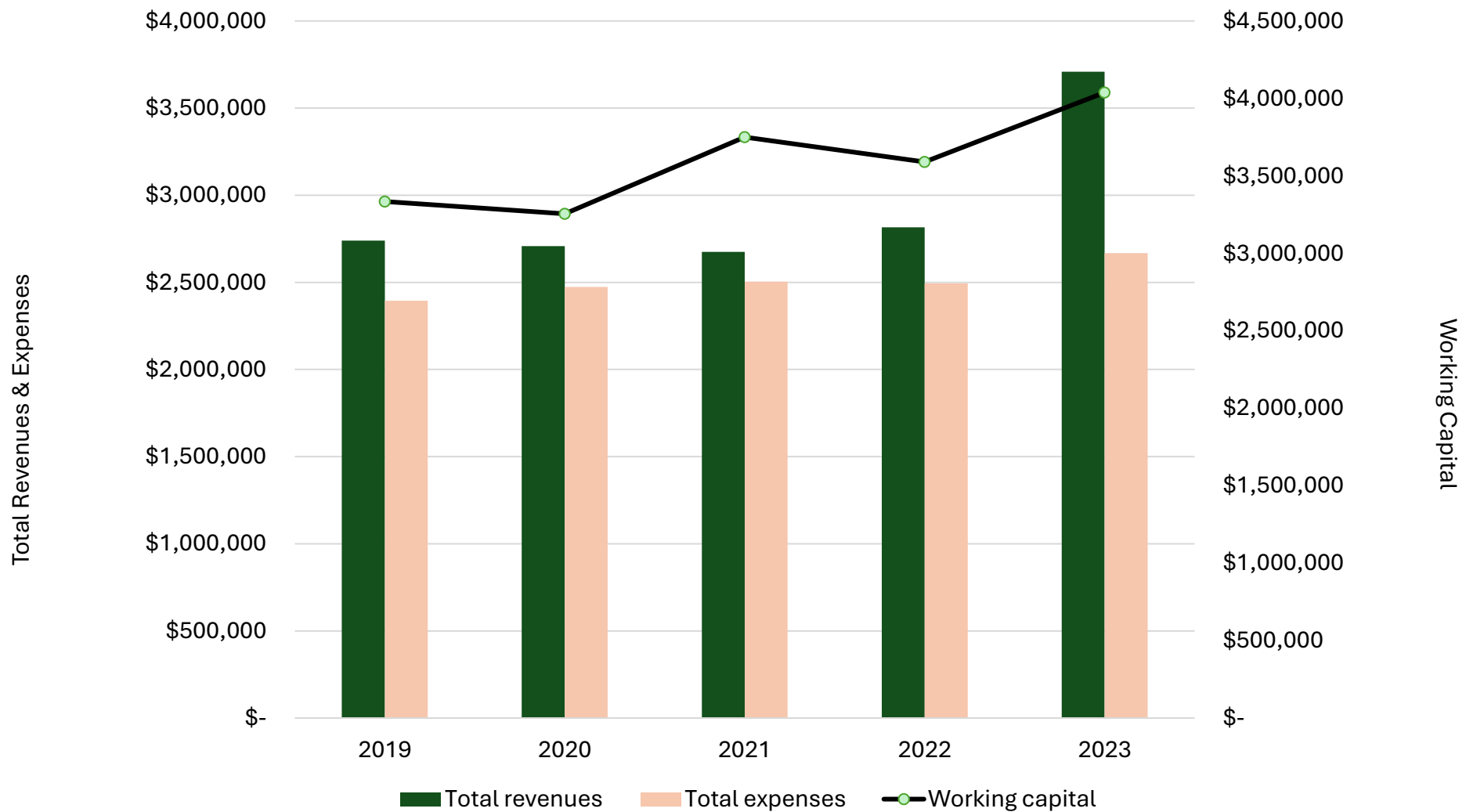


Union Township State Shared Revenue Trend

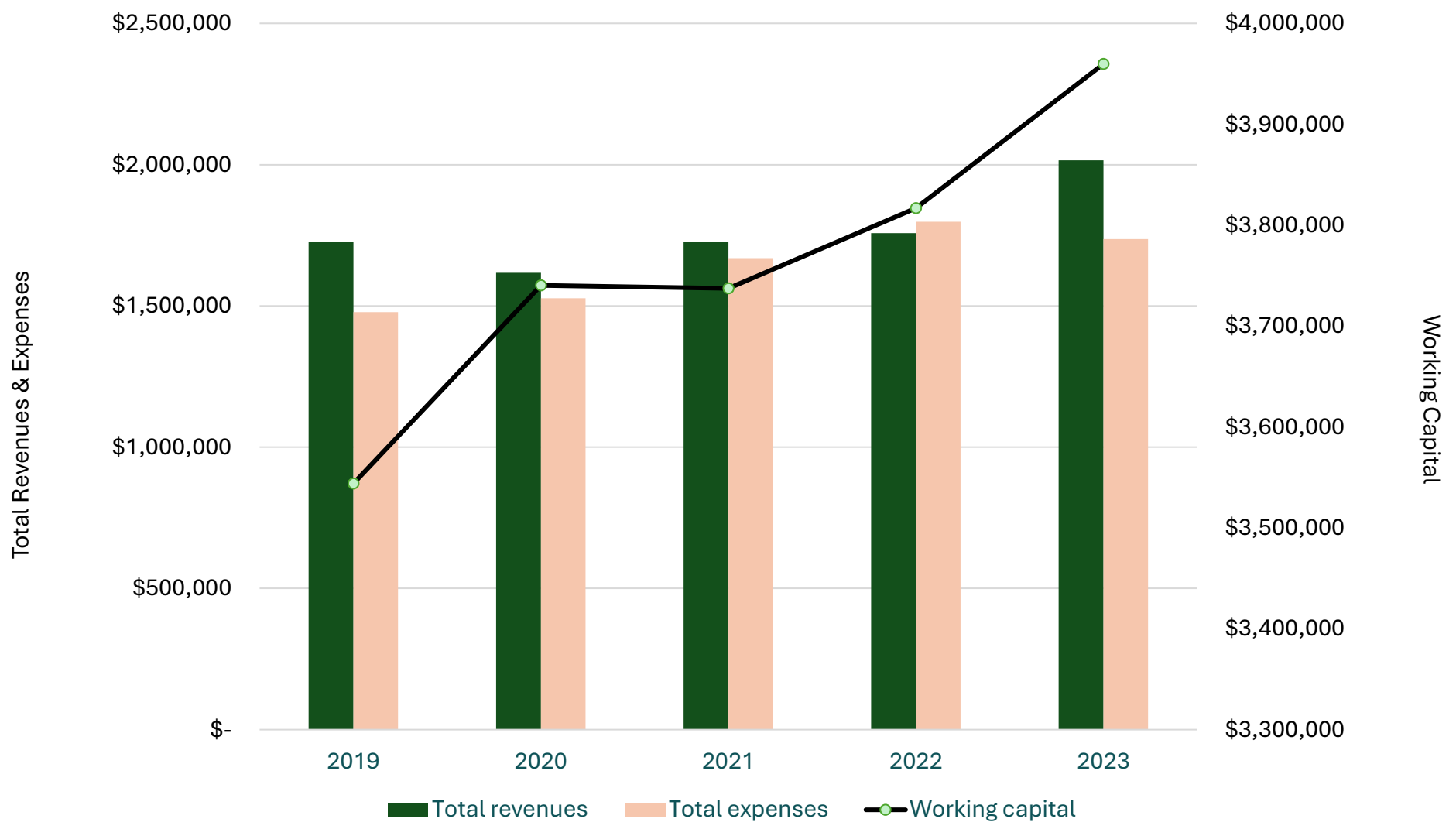




Union Township Working Capital Sewer Fund



Union Township Working Capital Water Fund



Notice of Public Hearing Language for Morning Sun to be Published Sunday, October 13, 2024

*“The Charter Township of Union Board of Trustees will hold a public hearing on the proposed budget for the fiscal year 2025 at the Township Hall located at 2010 S. Lincoln Rd., Mt. Pleasant, MI on October 23, 2024, at 7:00 pm. **The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.** A copy of the budget is available for public inspection at the Township Hall located at 2010 S. Lincoln Rd., Mt. Pleasant, MI 48858.”*

CHARTER TOWNSHIP OF UNION
FY 2025 - GENERAL APPROPRIATIONS RESOLUTION

At a meeting held of the Township Board of the Charter Township of Union, Isabella County, Michigan held at 2010 South Lincoln Road, Mt. Pleasant Michigan 48858 on the 23rd day Of October 2024:

Present

Absent

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

WHEREAS, the Township Board received the proposed 2025 Township Budget in October 2024; and

WHEREAS, the Township Board deliberated over the FY 2025 budget throughout the fall of 2024 and set the date for the public hearing on October 8, 2024; and

WHEREAS, the Township Board held a public hearing on October 23, 2024; and

WHEREAS, this resolution serves as the General Appropriation Act for the Township;

NOW THEREFORE, BE IT RESOLVED that the Township Board of the Charter Township of Union, Isabella County, Michigan, hereby adopts the 2025 budget for the various funds as shown in the attached budget document at the department level subject to all Township policies regarding the expenditure of funds, budget management, budget reporting, other financial related policies, and technical typographical corrections, if any.

BE IT FURTHER RESLOVED that the attached fee scheduled is hereby established for FY 2025;

BE IT FURTHER RESOLVED that the following millage subject to reduction by the Headlee Millage Reduction Fraction is to be levied for the fiscal year 2025:

General Operating	1.0000 mills
Fire Millage	2.2500 mills

ADOPTED: AYES: NAYES: ABSENT:

I hereby certify that the foregoing constitutes a true and complete copy of a Resolution adopted by the Board of Trustees of the Charter Township of Union, County of Isabella, Michigan, at a regular meeting held on Wednesday, October 23, 2024

Lisa Cody, Clerk

2025 - 2029 Charter Township of Union Capital Improvement Plan
Proposed Water, Sewer, Township Hall Maintenance, and Parks Maintenance

Water Projects & Capital Purchases	2025	2026	2027	2028	2029	Project Totals
Vehicle Purchase (1/2 water and 1/2 sewer) 2025 - trade 2009 F150	\$ 35,000.00	\$ 35,000.00		\$ 35,000.00		\$ 105,000.00
Well Cleaning & Maintenance Program (Well #11 - 2025)	\$ 37,000.00	\$ 37,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 194,000.00
Water and Sewer Equipment Storage Building Construction - (1/2 water & 1/2 sewer) Total Project 300,000 - 2024 project - cost estimate updated 2023 CWSRF Project Plan	\$ -	\$ 150,000.00				\$ 150,000.00
Water Reliability Study - EGLE Requirement / next due in 2027 - due every five years EGLE requirement				\$ 25,000.00		\$ 25,000.00
Isabella ground storage tank - replacement of protective cathode seams		\$ 350,000.00				\$ 350,000.00
Storage Tank Inspections (required every five years per EGLE)			\$ 35,000.00			\$ 35,000.00
Well #3 & Well #4 Redrill from 8" to 12" Wells				\$ 250,000.00		\$ 250,000.00
Lawnmower Purchase 1/2 water & 1/2 sewer			\$ 10,000.00			\$ 10,000.00
Mini Excavator & Trailer Purchase 1/2 water & 1/2 sewer (backhoe 2013)		\$ 65,000.00				\$ 65,000.00
Total Water Cost	\$ 72,000.00	\$ 637,000.00	\$ 85,000.00	\$ 350,000.00	\$ 40,000.00	\$ 1,184,000.00

Sewer Projects & Capital Purchases	2025	2026	2027	2028	2029	Project Totals
Sanitary Sewer Manhole Repair/Pump Station Floor Coating	\$ 125,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 165,000.00	\$ 740,000.00
Vehicle Purchase (1/2 water and 1/2 sewer) - 2025 trade 2009 F150)	\$ 35,000.00	\$ 35,000.00		\$ 35,000.00		\$ 105,000.00
Water and Sewer Equipment Storage Building Construction - (1/2 water & 1/2 sewer) Total Project 300,000 - 2024 project - cost estimate updated 2023 CWSRF Project Plan	\$ -	\$ 150,000.00				\$ 150,000.00
WWTP Sludge Storage Unit original deduct of 459,138 wwtp project in 2013 (est. construction 2023) cost estimate updated 2023 CWSRF Project Plan			\$ 3,262,500.00			\$ 3,262,500.00
Pump Station Upgrades/Rehabilitation (Pump Station #2- Isabella Road) construction & engineering moved to 2025 due to availability of parts, permitting, and engineering	\$ 275,000.00					\$ 275,000.00
Pump Station Upgrade/Rehabilitation (Pump Station #4 1660 Belmont) - cost estimate updated 2023 CWSRF Project Plan	\$ -	\$ 584,700.00				\$ 584,700.00
Pump Station #18 (Remus Road) Pump Change - additional head capacity required - delayed based on flows in area			\$ 100,000.00			\$ 100,000.00
Pump Station Upgrade/Rehabilitation (Pump Station #10 - 900 Mulberry Lane) cost estimate updated 2023	\$ 168,000.00					\$ 168,000.00
WWTP - Screw Pump #1 & #2 Replacement (20 - 25 year life cycle - (est. construction 2026) cost estimate updated 2023 CWSRF Project Plan			\$ 943,200.00			\$ 943,200.00
WWTP Fine Screen Installation (second fine screen installation) (est construction- 2023) - cost estimate updated 2023 CWSRF Project Plan	\$ 600,000.00					\$ 600,000.00
Pump Station Upgrades/Rehabilitation (Pump Station #5 Concourse Drive) moved to 2025 due to permitting issues - permit submitted February 2024 to EGLE- cost estimate updated 2023 CWSRF Project Plan	\$ 675,000.00					\$ 675,000.00
Pump Station #5 manhole waterstop & Infiltration Study - dye testing moved to 2025 completing with pump station rehab work for pump station #5	\$ 60,000.00					\$ 60,000.00
Bypass Manhole Rehab & Pump Station Rehabilitation (#9 Mission Road) - requires easement		\$ 575,000.00				\$ 575,000.00
Pump Station #3 - Broomfield Road- 105 HP Pump Replacement, valve rehabilitation, valute replacement					\$ 350,000.00	\$ 350,000.00
Pump Station #8 - Scully Drive Pump Station Rehabilitation				\$ 250,000.00		\$ 250,000.00
Pump Station #13 - Northway Drive (Home Depot) Pump Station Rehabilitation		\$ 100,000.00				\$ 100,000.00
Pump Station #15 - Pickard Road (Cornerstone) Replace existing single phase pumps with three-phase chopper pumps, install VFD, install new panel				\$ 250,000.00		\$ 250,000.00
Pump Station #2 - Isabella Road pump replacement, valve replacement, and valute replacement					\$ 200,000.00	\$ 200,000.00
Lawnmower Purchase 1/2 water & 1/2 sewer			\$ 10,000.00			\$ 10,000.00
WWTP - F150 truck replacement (trade 2006 Chevy truck)	\$ 50,000.00					\$ 50,000.00
WWTP - Lawnmower replacement		\$ 20,000.00				
Mini Excavator & Trailer Purchase 1/2 water & 1/2 sewer (backhoe 2013)		\$ 65,000.00				\$ 65,000.00
Total Sewer Cost	\$ 1,988,000.00	\$ 1,679,700.00	\$ 4,465,700.00	\$ 685,000.00	\$ 715,000.00	\$ 9,513,400.00

Included in IJIA (Infrastructure Investment Jobs Act) CWSRF Project Plan

Parks Maintenance	2025	2026	2027	2028	2029	Project Totals
Barrier Free Picnic Tables		\$ 5,000.00		\$ 5,000.00		\$ 10,000.00
Lawnmower Purchase - Replace Kubota Lawnmower	\$ 14,000.00		\$ 16,000.00			\$ 30,000.00
Misc backstop and fence repair Jameson Park & McDonald Park			\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 60,000.00
Drinking Fountain Replacment McDonald Park - front pavillion		\$ 10,000.00				\$ 10,000.00
Drinking Fountain Replacement McDoanld Park - back restrooms		\$ 10,000.00				\$ 10,000.00
Paint Jameson Hall interior			\$ 15,000.00			\$ 15,000.00
Total Parks Cost	\$ 14,000.00	\$ 25,000.00	\$ 51,000.00	\$ 25,000.00	\$ 20,000.00	\$ 135,000.00

Township Hall Building Maintenance & Improvements	2025	2026	2027	2028	2029	Project Totals
Office Furniture (replacement/purchase)			\$ 10,000.00	\$ 10,000.00		\$ 20,000.00
Exterior Painting		\$ 15,000.00				\$ 15,000.00
Lower Parking Lot seal and restriping only					\$ 8,000.00	\$ 8,000.00
Camera Replacement	\$ 23,000.00					
Total Township Hall Cost	\$ -	\$ 15,000.00	\$ 10,000.00	\$ 10,000.00	\$ 8,000.00	\$ 43,000.00

Contribution to the Road Commission	2025	2026	2027	2028	2029	Project Totals
Brine (estimate 20% increase)	\$ 27,000.00	\$ 33,000.00	\$ 39,000.00	\$ 47,000.00	\$ 56,000.00	\$ 202,000.00
Gravel (estimate 20% increase)	\$ 102,000.00	\$ 122,000.00	\$ 146,000.00	\$ 175,000.00	\$ 210,000.00	\$ 755,000.00
Meridian Road (M20 to Baseline Road)	\$ 180,000.00					\$ 180,000.00
Total Contribution to the Road Commission	\$ 309,000.00	\$ 155,000.00	\$ 185,000.00	\$ 222,000.00	\$ 266,000.00	\$ 2,274,000.00