

**OSHTEMO CHARTER TOWNSHIP BOARD
7275 West Main Street
Kalamazoo, MI 49009
269.375.4260**

**July 9, 2019
BOARD WORK SESSION
6:00 p.m.
AGENDA**

- A. Call to Order
- B. Public Comment
- C. Update from Kalamazoo County
- D. Discussion on Operations Manager Job Description
- E. Presentation from Treasurer Regarding Investments
- F. Discussion on 2020 Budget (Continued)
- G. Other Updates and Business

**REGULAR MEETING
7:15 p.m.
AGENDA**

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Public Comment on Non-Agenda Items
- 4. Consent Agenda
 - a. Approve Minutes - June 24 (Budget Workshop) & June 25, 2019 (Regular Meeting)
 - b. Receipts & Disbursements Report
 - c. Investment Policy Amendment
 - d. Board Meeting Procedures
 - e. 2019 2nd STR Budget Amendments and Revenue/Expenditure Report
- 5. Consideration of Proposed Fireworks Ordinance – First Reading
- 6. Other Township Business
- 7. Public Comment
- 8. Board Member Comments
- 9. Adjournment

**Policy for Public Comment
Township Board Regular Meetings, Planning Commission & ZBA Meetings**

All public comment shall be received during one of the following portions of the Agenda of an open meeting:

a. Citizen Comment on Non-Agenda Items or Public Comment – while this is not intended to be a forum for dialogue and/or debate, if a citizen inquiry can be answered succinctly and briefly, it will be addressed or it may be delegated to the appropriate Township Official or staff member to respond at a later date. More complicated questions can be answered during Township business hours through web contact, phone calls, email (oshtemo@oshtemo.org), walk-in visits, or by appointment.

b. After an agenda item is presented by staff and/or an applicant, public comment will be invited. At the close of public comment there will be Board discussion prior to call for a motion. While comments that include questions are important, depending on the nature of the question, whether it can be answered without further research, and the relevance to the agenda item at hand, the questions may not be discussed during the Board deliberation which follows.

Anyone wishing to make a comment will be asked to come to the podium to facilitate the audio/visual capabilities of the meeting room. Speakers will be invited to provide their name, but it is not required.

All public comment offered during public hearings shall be directed, and relevant, to the item of business on which the public hearing is being conducted. Comment during the Public Comment Non-Agenda Items may be directed to any issue.

All public comment shall be limited to four (4) minutes in duration unless special permission has been granted in advance by the Supervisor or Chairperson of the meeting.

Public comment shall not be repetitive, slanderous, abusive, threatening, boisterous, or contrary to the orderly conduct of business. The Supervisor or Chairperson of the meeting shall terminate any public comment which does not follow these guidelines.

(adopted 5/9/2000)
(revised 5/14/2013)
(revised 1/8/2018)

Questions and concerns are welcome outside of public meetings during Township Office hours through phone calls, stopping in at the front desk, by email, and by appointment. The customer service counter is open from Monday-Thursday 8:00 am- 5:00 pm, and on Friday 8:00 am-1:00 pm. Additionally, questions and concerns are accepted at all hours through the website contact form found at www.oshtemo.org, email, postal service, and voicemail. Staff and elected official contact information is provided below. If you do not have a specific person to contact, please direct your inquiry to oshtemo@oshtemo.org and it will be directed to the appropriate person.

Oshtemo Township Board of Trustees		
<u>Supervisor</u>		
Libby Heiny-Cogswell	216-5220	libbyhc@oshtemo.org
<u>Clerk</u>		
Dusty Farmer	216-5224	dfarmer@oshtemo.org
<u>Treasurer</u>		
Grant Taylor	216-5221	gtaylor@oshtemo.org
<u>Trustees</u>		
Cheri L. Bell	372-2275	cbell@oshtemo.org
Deb Everett	375-4260	deverett@oshtemo.org
Zak Ford	271-5513	zford@oshtemo.org
Ken Hudok	548-7002	khudok@oshtemo.org

Township Department Information		
<u>Assessor:</u>		
Kristine Biddle	216-5225	assessor@oshtemo.org
<u>Fire Chief:</u>		
Mark Barnes	375-0487	mbarnes@oshtemo.org
<u>Ordinance Enf:</u>		
Rick Suwarsky	216-5227	rsuwarsky@oshtemo.org
<u>Parks Director:</u>		
Karen High	216-5233	khigh@oshtemo.org
Rental Info	216-5224	oshtemo@oshtemo.org
<u>Planning Director:</u>		
Julie Johnston	216-5223	jjohnston@oshtemo.org
<u>Public Works:</u>		
Marc Elliott	216-5236	melliott@oshtemo.org

OSHTEMO CHARTER TOWNSHIP

INVESTMENT POLICY

1.0 Policy

It is the policy of the Charter Township of Oshtemo to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow needs of the Charter Township of Oshtemo and conforming to all state statutes and local ordinances governing the investment of public funds. *outlined in P.A. 20*

2.0 Scope

This investment policy applies to all financial assets of the Charter Township of Oshtemo. These funds are accounted for in the Charter Township of Oshtemo comprehensive annual financial report and include:

- 2.1.1 General Fund
- 2.1.2 Special Revenue Funds
- 2.1.3 Capital Projects Funds
- 2.1.4 Debt Service
- ~~2.1.5 Trust and Agency Funds~~

3.0 Prudence

The standard of prudence to be applied by the investment officer will be the "prudent person" rule which states, "Investments will be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation but for investment, considering the probable safety of their capital as the probable income to be derived. The prudent person rule will be applied in the context of managing the overall portfolio. Investment officers acting in accordance with written procedures and exercising due diligence will be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported to the Township Board in a timely fashion and appropriate action is taken to control adverse developments.

4.0 Objective

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

4.1 Safety: Safety of principal is the foremost concern of the investment program. Investments of the Oshtemo Charter Township shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, Oshtemo Charter Township will diversify its investments by investing funds among a variety of securities offering independent returns and financial institutions.

4.2 Liquidity: Oshtemo Charter Township's portfolio will ~~remain sufficiently~~ ^{maintain} liquid to meet all operating requirements which might be reasonably anticipated. ^{within the next 6 months}

4.3 Return on Investments: Oshtemo Charter Township's investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, commensurate with Oshtemo Charter Township's investment risk constraints and the cash flow characteristics of the portfolio, while preserving and protecting capital.

5.0 Delegation of Authority: Management responsibility for the investment program is hereby delegated to the Township Treasurer who will establish and maintain administrative procedures for the operation of the investment program consistent with this policy. Procedures will include reference to: safekeeping, wire transfer agreements, collateral/depository agreements and banking service contracts. In Treasurer's absence the Deputy will assume full responsibility unless explicit delegation of authority to the person responsible for transactions in his/her absence. No person may engage in investment transactions except as provided under terms of this policy and the procedures established by the Treasurer.

6.0 Ethics and Conflicts of Interest: Officers and employees involved in the investment process will refrain from personal business activity that could conflict with proper execution and management of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials will disclose to the Township Board any material financial interest in financial institutions that conduct business with this township and they further disclose any large personal financial investment positions that could be related to the performance of the Oshtemo Charter Township's portfolio. Employees and officers will subordinate their personal investment transactions to those of the Charter Township of Oshtemo, particularly with regard to the time of purchases and sales.

7.0 Authorized Financial Dealers and Institutions: The Treasurer will maintain a listing of financial institutions which are approved for investment purposes. The Treasurer will conduct an annual evaluation of each bank's credit worthiness to determine whether it should be on the "Qualified Institution" listing. Banks will provide an annual financial statement. ^{if requested} All financial institutions and broker/dealers who desire to become qualified bidders for investment

transactions must supply the Treasurer with their most recent audited financial statements, proof of state registration, and depository contracts. ^{if requested} Each institution must acknowledge, in writing, ^{or email} receipt of the Township's investment policy and agree to comply with its term regarding sale of securities.

8.0 Authorized & Suitable Investments: Oshtemo Charter Township is allowed to invest in accordance with Michigan Public Act 20 of the Public Acts of 1943, as amended by Public Act 1997, No. 664.

- 8.1.1 Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United State; maturing within one year.
- 8.1.2 In certificates of deposit, savings accounts, deposit accounts, or other interest bearing deposit accounts of a bank or savings and loans associations which are members of the Federal Deposit Insurance Corporation or credit union which is insured by the National Credit Union Administration, but only if the bank or savings and loan association or Credit Union is eligible to be a depository of surplus funds belonging to the State under Section 5 and 6 of Act 105 of the Public Acts of 1855, as amended and providing such banks and savings and loan associations have been approved by the Township board and whose maturities are ~~three~~ two years or less.
- 8.1.3 Repurchase agreements will be negotiated only with dealers or financial institutions with which the Township has negotiated a Master Repurchase Agreement. Repurchase Agreements must be signed with the bank or dealer and must contain provisions similar to those outlined in the Public Security Association's model Master Repurchase Agreement.
- 8.1.4 Investment pools organized under the Surplus Funds Investment Pool Act, 1982 PA 367. Investment pools organized under the local government investment pool act, 1985, PA 121. Pools organized through an inner local governmental agreement under the Urban Cooperation Act of 1976, 1967 (Ex Sess) PA 7, MCL, 124.501 to 124.512.
- 8.1.5 Investments in Commercial Paper are restricted to those which have been rated at the time of purchase, within the 2 highest investment rating classifications provided by any two nationally recognized rating agencies and that matures not more than 270 days after the date of purchase. Commercial Paper held in the portfolio which subsequently received a reduced rating will be closely monitored and sold immediately if the principal invested may otherwise be jeopardized.
- 8.1.6 In bankers' acceptances of United States banks.
- 8.1.7 Mutual funds are limited to securities whose intention is to maintain a net asset value of \$1.00 per share.

9.0 Investment Pools/Mutual Funds: A thorough investigation of the pool/fund is required prior to investing, and on a continual basis. There shall be a questionnaire developed which will answer the following general questions:

- A description of eligible investment securities, and a written statement of investment policy and objectives.
- A description of interest calculations and how it is distributed, and how gains and losses are treated.
- A description of how the securities are safeguarded (including the settlement process), and how often the securities are priced and the program audited.
- A description of who may invest in the program, how often, what size deposit and withdrawal are allowed.
- A schedule for receiving statements and portfolio listings.
- Are reserves, retained earnings, etc. utilized by the pool/fund?
- A fee schedule, and when and how is it assessed.
- Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

10.0 Safekeeping and Custody: All security transactions, including collateral for repurchase agreements, entered into by the (entity) shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by a third party custodian designated by the Treasurer and evidenced by safekeeping receipts.

11.0 Diversification: Oshtemo Township's investment portfolio shall be designed with its objective of obtaining a rate of return throughout the budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

Diversification strategies will be determined and revised by the Township treasurer from time to time to meet diversification objectives. Diversification of no more than 50% of General Funds monies into 1 institution, and no more that 80% into any one type of investment.

12.0 Maximum Maturities: To the extent possible, the Treasurer will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the Treasurer will not directly invest in securities maturing more than ~~one year~~ **three years** from the date of purchase.

Reserve funds and/or capital project funds may be invested in securities exceeding one year, but not more than five years, if the maturity of such investments is made to coincide as nearly as practicable with the expected use of the funds.

13.0 Internal Control: The Treasurer shall establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures.

14.0 Performance Standards: The investment portfolio will be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs of Oshtemo Charter Township.

14.1 Market Yield (Benchmark): Oshtemo Charter Township investment strategy is passive. Given this strategy, the basis used by the Treasurer to determine whether market yields are being achieved shall be to identify a comparable Treasury bill rate that is commensurate with the duration of the investment within the report.

15.0 Reporting: Every ^{12 months}~~six months~~, the Treasurer shall prepare an annual written report to the Oshtemo Township Board concerning the investment of the funds.

Schedules in the quarterly report should include the following:

- A listing of individual securities held at the end of the reporting period by authorized Investment category
- Average life and final maturity of all investments listed
- Earnings rate
- Par value, amortized book value and market value
- Percentage of the portfolio represented by each investment category
- Benchmark Comparison

16.0 Investment Policy Adoption: Oshtemo Charter Township's investment policy shall be adopted by resolution of the Oshtemo Charter Township's Board legislative authority. The policy shall be reviewed annually by the Treasurer and any modifications made thereto must be approved by the Township Board.

GLOSSARY

BROKER: A broker brings buyers and sellers together for a commission.

CERTIFICATE OF DEPOSIT (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

COLLATERAL: Securities, evidence of deposit or other property which a borrower pledges to secure repayment of a loan. Also, refers to securities pledged by a bank to secure deposits of public monies.

COMMERCIAL PAPER: A short-term, unsecured promissory note issued for a maturity specified by the purchaser. Yields generally reflect differentials in maturity and risk. Usually, the paper is backed by an unused bank credit line to refund the notes in case the issuer is unable to roll over the paper at maturity.

DEALER: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

DELIVERY VERSUS PAYMENT: There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits, currently up to \$100,000 per deposit.

FEDERAL RESERVE SYSTEM: The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

LIQUIDITY: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

LOCAL GOVERNMENT INVESTMENT POOL (LGIP): The aggregate of all funds from political subdivisions that are placed in custody of the State Treasurer for investment and reinvestment.

MARKET VALUE: The price at which a security is trading and could presumably be purchased or sold.

MASTER REPURCHASE AGREEMENT: A written contract covering all future transactions between the parties to repurchase-reverse repurchase agreement that establishes each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

PORTFOLIO: Collection of securities held by an investor.

PRUDENT PERSON RULE: An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state-the-so-called legal list. In other states the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

REPURCHASE AGREEMENT (RP OR REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the FED is said to be doing RP, it is lending money that is, increasing bank reserves.

RETURN ON INVESTMENT: The holding period (from purchase until maturity or sale). Measure the investment return on a security or portfolio according to various time intervals (monthly, quarterly or annually). To calculate these returns, one must calculate income as interest received, interest earned and/or changes in the market price of the instrument.

SAFEKEEPING: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

TREASURY BOND: Long-term coupon-bearing U.S. Treasury securities issued as direct Obligations of the U.S. Government and having initial maturities of more than ten years.

YIELD: The rate of annual income return on an investment, expressed as a percentage.

- (a) **INCOME YIELD** is obtained by dividing the current dollar income by the current market price for the security.
- (b) **NET YIELD or YIELD TO MATURITY** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

**ACKNOWLEDGMENT OF RECEIPT OF INVESTMENT POLICY
AND AGREEMENT TO COMPLY**

I have read and fully understand Act 20 PA 1943, as amended, and the Investment Policy of the Charter Township of Oshtemo.

Any investment advice or recommendation given by _____, representing _____, to the investment officer shall comply with the requirements of Act 20 PA 1943, as amended, and the Investment Policy of the Charter Township of Oshtemo. Any existing investment not conforming with the statute or the policy will be disclosed promptly.

By: _____

Title: _____

Date: _____



ASSOCIATION OF PUBLIC TREASURERS
UNITED STATES AND CANADA

CERTIFICATION OF EXCELLENCE
INVESTMENT POLICY

Awarded to

CHARTER TOWNSHIP OF OSHTEMO, MICHIGAN

August 2005

*The investment policy submitted for review meets the standards established by
the Association of Public Treasurers of the United States & Canada*

DRAFT Oshtemo Township Board Meeting Policy and Procedure

Board meetings

The Board sets and adopts the meeting schedule annually. All meetings are held and noticed in accordance with state law. The Board normally meets the second and fourth Tuesday of each month. Regular meetings begin at 7:15 PM, Work Sessions begin at 6 PM, and Joint Meetings begin at 6 PM. Joint meetings occur three times annually. Budget meetings may be scheduled outside of the second and fourth Tuesday schedule. Special meetings will be scheduled as needed, and noticed accordingly.

Meeting agenda

The Board meeting agenda is developed by the Supervisor working with staff. Elected Official may request an agenda item. By statute, the Supervisor is the Chair of the meeting. The standard sequence for most meeting agendas is:

- Call to order
- Pledge of Allegiance
- Public comment on non-agenda items
- Consent agenda
 - Information updates
 - Item consideration
- New or unfinished business
- Other Township business
- Public comment
- Board member comments
- Adjournment

Board meeting materials

Board members are requested to review all materials sent in advance and to fully participate in meeting discussions. The goal is to have these materials available the Friday before the Board meeting. The materials include the agenda and background material on agenda items. Another goal is to have simplified and accessible meeting materials, with large packet items at a separate link on the website, and to include an explanatory memo. Special meeting packets will be sent out as soon as possible.

Consent agenda

Individual formal votes can be avoided on routine matters where there is no opposition and no discussion is required. All consent agenda items are read and approved as one agenda item. If there is a question regarding any item by anyone in attendance, it can be removed from the consent agenda and placed in the Other Township Business.

Discussion and action items

Each agenda item is described as an update, consideration, or discussion. The Board meeting materials will include a discussion of the item and a recommended action. Discussion of each item will generally proceed as follows:

- a) Chair will open the agenda item.
- b) Staff/official or professional may present a report or frame the issue for discussion.
- c) Chair will call for questions from the Board.
- d) Chair will allow the applicant to address the Board.
- e) Chair will call for questions from the Board.
- f) Chair will call for public comment.

- g) Chair will open the issue for Board deliberation.
- h) Chair will entertain a motion.

Resolutions

Board resolutions are worded to be very specific. The legal department or requesting body determines if a resolution is necessary.

Meeting minutes

Minutes reflect official actions taken, not what was said at the meeting, and are sent to Board members prior to the next meeting. The minutes are intended to document legally binding actions. Minutes are posted on the Township website and in the Clerk's office where they can be viewed by Board members and the public.

Oshtemo Rules of Order (summary)

A motion is a proposal that the entire Board take action or a stand on an issue. The purpose of a motion is to introduce items to the Board for their consideration. A motion cannot be made when any other motion is on the floor. Individual members can:

- Make a motion.
- Second motions.
- Debate motions.
- Vote on motions.

Deliberation

This is the time after staff/official and/or professional reports, and after public comments, when the Board speaks amongst themselves to attempt to come to a consensus on the item before them.

Making a motion

, Any Board member will make the motion clearly and concisely. State the motion affirmatively ("I move that we..." rather than, "I move that we do not..."). Another member will second the motion or the Chair will call for a second. If there is no second to the motion it is lost.

The Chair repeats the motion: "It has been moved and seconded that we...", thus placing the motion before the Board for consideration and action. The chair asks for discussion on the motions, followed by a request to vote.

Voting on a motion

The method of vote on any motion depends on the situation. The most common method used by the Board is by voice. The Chair asks those in favor to say, "aye", those opposed to say "no". Any member may move for an exact count.

Adjournment

The Chair adjourns the meeting. A vote is not necessary.

Appropriate staff or official will follow up with items needing signatures or future processing.

2019 Oshtemo Township 2nd QTR Budget Amendment Request Summary

General 101-001-40100	
Elections laptops	\$ 5,500.00
Elections tabulator modems	\$ 4,500.00
Legal Mileage	\$ 75.00
Equipment Maintenance	\$ 4,400.00
New Hire Expenses	\$ 1,000.00
Parks 107-001-40100	
Drake Consultant	\$ 3,700.00
Vehicle Maintenance	\$ 1,600.00
Drake Consultant	\$ 4,683.00
Fire Operations 206-001-40100	
Police 207-001-40100	
Fire Equipment 211-001-40100	
SoDA 247-725-97500	
Building 249-001-40100	
Sewer 490-000-40100	
Water 491-000-40100	
Total New Expenditure	\$ 17,000.00

BUDGET AMENDMENT REQUEST

(Requesting funds for a line item in addition to the approved budget)

Date: 05/28/2019

Department Head Name: Farmer

Fund Name: 101 General

		Amount	
Additional Funds Request for:	<u>101-191-97000</u>	<u>Capital Outlay-Equipment</u>	\$ 5,500.00
(description and GL number)			
			\$ 5,500.00
Funds requested from:	<u>101-000-40100</u>	<u>Carry over</u>	\$5,500.00
(description and GL number)			
			\$ 0.00 \$5,500.00

Explanation of request:

Microsoft is no longer supporting Windows 7 after 2019. All of our laptops for our Electronic Pollbooks run off of Windows 7. We have 10 precincts and no back up laptop in case of an emergency. We are request 11 laptops, which run \$500 each.

Supervisor Review: N/A
 (pending or date reviewed)

Board Authorization:
 (pending or date authorized)

BUDGET AMENDMENT REQUEST

(Requesting funds for a line item in addition to the approved budget)

Date: 06/10/2019

Department Head Name: Jim Porter

Fund Name: 101 General

		Amount
Additional Funds Request for: (description and GL number)	<u>mileage parking</u>	<u>\$ 75.00</u>
	_____	_____
	_____	<u>\$ 75.00</u>
Funds requested from: (description and GL number)	<u>education dues</u>	<u>\$ 75.00</u>
	_____	_____
	_____	_____
	_____	_____
	_____	<u>\$ 75.00</u>

Explanation of request:

Parking exceeded budget due to Solarek litigation and parking cost at depositions.

Supervisor Review: N/A
(pending or date reviewed)

Board Authorization: _____
(pending or date authorized)

BUDGET AMENDMENT REQUEST

(Requesting funds for a line item in addition to the approved budget)

Date: 04/23/2019

Department Head Name: GTaylor

Fund Name: 101 General

			Amount
Additional Funds Request for: <u>101-249-93300</u> (description and GL number) _____	<u>Equipment Maintenance</u>	\$ 4,400.00	
_____	_____		
_____	_____		\$ 4,400.00
Funds requested from: <u>101-001-40100</u> (description and GL number) _____	<u>Carryover</u>	\$ 4,400.00	
_____	_____		
_____	_____		
_____	_____		\$ 4,400.00

Explanation of request:

These dollars were not budgeted for the 2019 Canon/Toshiba copier contracts.

Supervisor Review: N/A
(pending or date reviewed)

Board Authorization:
(pending or date authorized)

BUDGET AMENDMENT REQUEST

(Requesting funds for a line item in addition to the approved budget)

Date: 04/19/2019

Department Head Name: Karen High

Fund Name: 107 Parks

			Amount
Additional Funds Request for: <u>107-756-80800.DRFMP2</u> (description and GL number) _____	<u>Consultant - Drake Farmstead Park Ph 2</u> _____	\$ 3,700.00	
_____	_____		
_____	_____		\$ 3,700.00
Funds requested from: <u>107-756-80800</u> (description and GL number) _____	<u>Consultant</u> _____	\$ 3,700.00	
_____	_____		
_____	_____		\$ 3,700.00
_____	_____		

Explanation of request:

Funds are needed to cover the cost of professional services to revise the construction documents for Drake Farmstead Park Phase 2. Revisions are needed to bring the construction cost within budget.

Supervisor Review: —
(pending or date reviewed)

Board Authorization:
(pending or date authorized)

BUDGET AMENDMENT REQUEST

(Requesting funds for a line item in addition to the approved budget)

Date: 06/05/2019

Department Head Name: Karen High

Fund Name: 107 Parks

		Amount	
Additional Funds Request for: <u>107 756 80800.DRFMP2</u> (description and GL number) _____	<u>Consultant Drake Farmstead Ph 2</u>	\$ 4,683.00	
_____	_____		
_____	_____		\$ 4,683.00
Funds requested from: <u>107 751 40100</u> (description and GL number) _____	<u>Parks Fund Carryover</u>	\$ 4,683.00	
_____	_____		
_____	_____		
_____	_____		\$ 4,683.00

Explanation of request:

No new funds requested. These funds were budgeted in 2018 for construction documents, bidding and observation of Drake Farmstead Phase 2 (parking, trail, picnic shelter) and not spent.

Supervisor Review: 5 June 2019
(pending or date reviewed)

Board Authorization:
(pending or date authorized)

User: DFARMER

PERIOD ENDING 06/30/2019

DB: Oshtemo

% Fiscal Year Completed: 49.59

ACCOUNT PROJECT DESCRIPTION	2019		AVAILABLE BALANCE (ABNORMAL) AL	YTD BALANCE 06/30/2019 (ABNORMAL)	% BDGT USED	
	ORIGINAL BUDGET	2019 MENDEED BUDGETAL				
Fund 101 - General Fund						
Revenues						
Function: Unclassified						
Dept 000 - General						
68200	Debt Proceeds	1,654,126.00	1,654,126.00	1,654,126.00	0.00	0.00
Total Dept 000 - General		1,654,126.00	1,654,126.00	1,654,126.00	0.00	0.00
Dept 001 - Revenue						
40100	Carryover	125,000.00	164,500.00	164,500.00	0.00	0.00
40300	Current Real Property Tax	806,000.00	806,000.00	22,511.89	783,488.11	97.21
40400	Street Lights Tax	0.00	0.00	0.00	0.00	0.00
40500	2010-1 Sidewalk	0.00	0.00	0.00	0.00	0.00
40700	Delq P.P. Tax	0.00	0.00	0.00	0.00	0.00
40900	Act 198 Tax Collection	2,500.00	2,500.00	2,500.00	0.00	0.00
43000	Payments in Lieu of Taxes	2,000.00	2,000.00	2,000.00	0.00	0.00
44500	Other Tax Related Revenue	0.00	0.00	(4,140.29)	4,140.29	100.00
44600	Penalties/Interest Taxes	0.00	0.00	(130.48)	130.48	100.00
44700	Property Tax Admin Fee	338,000.00	338,000.00	(263,761.67)	601,761.67	178.04
45200	Animal Licenses	200.00	200.00	200.00	0.00	0.00
45300	Manufactured Home Comm Fees	5,000.00	5,000.00	5,000.00	0.00	0.00
45400	Hawkers/Peddlers	100.00	100.00	40.00	60.00	60.00
47500	Miscellaneous	10,000.00	10,000.00	6,095.00	3,905.00	39.05
47600	Reimburse Revenue	13,260.00	13,260.00	6,448.33	6,811.67	51.37
47700	SRS-Right of Way	16,000.00	16,000.00	(69.46)	16,069.46	100.43
48000	Federal Grant	0.00	0.00	0.00	0.00	0.00
57400	SRS-Sales Tax Statutory	75,017.00	75,017.00	75,017.00	0.00	0.00
57500	SRS-Sales Tax Constitutional	1,840,215.00	1,840,215.00	1,840,215.00	0.00	0.00
57600	Other Grants	929,030.00	929,030.00	929,030.00	0.00	0.00
60300	FOIA Payment	0.00	0.00	(1,409.74)	1,409.74	100.00
60500	Cable Fees	180,000.00	180,000.00	88,177.40	91,822.60	51.01
60700	Election Reimbursement	0.00	0.00	0.00	0.00	0.00
60900	SMBA Legal Billing	0.00	0.00	0.00	0.00	0.00
61400	Planning Escrow	0.00	0.00	0.00	0.00	0.00
61500	Planning Fees	30,000.00	30,000.00	19,600.00	10,400.00	34.67
61700	Metal Recycling Revenue	3,500.00	3,500.00	2,035.30	1,464.70	41.85
61800	Sidewalk Permit/Inspection	0.00	0.00	0.00	0.00	0.00
63400	Grave Openings	30,000.00	30,000.00	23,510.00	6,490.00	21.63
64300	Sales of Lots	10,000.00	10,000.00	7,270.00	2,730.00	27.30
64500	Monument Installations	0.00	0.00	(1,297.20)	1,297.20	100.00
64600	Transfer of Deed	0.00	0.00	0.00	0.00	0.00
65100	Interest 2014 Sidewalk Assmt	0.00	0.00	0.00	0.00	0.00
65200	Interest 2014-1 Road Assmts	0.00	0.00	0.00	0.00	0.00
66500	Interest Earned	14,000.00	14,000.00	(24,843.14)	38,843.14	277.45
67300	Sales-Fixed Assets	0.00	0.00	0.00	0.00	0.00
67600	Contribution-Other Funds	0.00	0.00	0.00	0.00	0.00
69400	Insurance Reimbursement	0.00	0.00	(3,374.50)	3,374.50	100.00
69900	SMBA Facility Fee	20,000.00	20,000.00	0.00	20,000.00	100.00
Total Dept 001 - Revenue		4,449,822.00	4,489,322.00	2,895,123.44	1,594,198.56	35.51
Total - Function Unclassified		6,103,948.00	6,143,448.00	4,549,249.44	1,594,198.56	25.95
TOTAL REVENUES		6,103,948.00	6,143,448.00	4,549,249.44	1,594,198.56	25.95
Expenditures						
Function: Unclassified						
Dept 110 - Transfer to Other Funds						
96510	Transfer to Other fund	250,000.00	250,000.00	0.00	250,000.00	100.00
96520	Transfer to Revolving	0.00	0.00	0.00	0.00	0.00
96540	Transfer to Police Fund	2,400.00	2,400.00	0.00	2,400.00	100.00
96550	Transfer to Other Funds	0.00	0.00	0.00	0.00	0.00
96560	Transfer to Parks Fund	175,000.00	175,000.00	0.00	175,000.00	100.00
96570	Transfer to Street Lighting	0.00	0.00	0.00	0.00	0.00
Total Dept 110 - Transfer to Other Funds		427,400.00	427,400.00	0.00	427,400.00	100.00
Dept 171 - Supervisor						
70200	Salaries	130,752.48	130,752.48	64,102.69	66,649.79	50.97
71500	Payroll Taxes - FICA	10,002.56	10,002.56	5,116.95	4,885.61	48.84
72200	Pension Plan	8,380.20	8,380.20	5,715.13	2,665.07	31.80
Total Dept 171 - Supervisor		149,135.24	149,135.24	74,934.77	74,200.47	49.75

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ACCOUNT PROJECT DESCRIPTION	2019		AVAILABLE BALANCE (ABNORMAL) AL	YTD BALANCE 06/30/2019 (ABNORMAL)	% BDGT USED	
	ORIGINAL BUDGET	2019 MENDEED BUDGETAL				
Fund 101 - General Fund						
Expenditures						
Dept 173 - Clerk						
70200	Salaries	112,057.65	112,057.65	55,837.85	56,219.80	50.17
71500	Payroll Taxes - FICA	8,572.42	8,572.42	4,587.48	3,984.94	46.49
72200	Pension Plan	8,964.60	8,964.60	6,716.33	2,248.27	25.08
Total Dept 173 - Clerk		129,594.67	129,594.67	67,141.66	62,453.01	48.19
Dept 174 - Treasurer						
70200	Salaries	94,470.02	94,470.02	47,817.35	46,652.67	49.38
71500	Payroll Taxes - FICA	7,127.49	7,127.49	3,836.42	3,291.07	46.17
72200	Pension Plan	7,453.60	7,453.60	5,673.23	1,780.37	23.89
73000	Postage	5,500.00	5,500.00	3,616.03	1,883.97	34.25
Total Dept 174 - Treasurer		114,551.11	114,551.11	60,943.03	53,608.08	46.80
Dept 175 - Trustees						
70200	Salaries	28,000.00	28,000.00	15,410.00	12,590.00	44.96
71500	Payroll Taxes - FICA	2,240.00	2,240.00	1,276.86	963.14	43.00
Total Dept 175 - Trustees		30,240.00	30,240.00	16,686.86	13,553.14	44.82
Dept 191 - Elections						
72800	Supplies	2,800.00	2,800.00	1,537.70	1,262.30	45.08
73000	Postage	1,000.00	1,000.00	612.51	387.49	38.75
80800	Precinct Workers	0.00	0.00	0.00	0.00	0.00
90300	Legal Notices	0.00	0.00	0.00	0.00	0.00
97000	Capital Outlay-Equipment	0.00	0.00	0.00	0.00	0.00
Total Dept 191 - Elections		3,800.00	3,800.00	2,150.21	1,649.79	43.42
Dept 201 - Information Technology						
72800	Supplies	3,000.00	3,000.00	1,325.27	1,674.73	55.82
80500	Computer Support	63,900.00	63,900.00	14,546.63	49,353.37	77.24
97000	Capital Outlay	60,000.00	60,000.00	58,562.93	1,437.07	2.40
Total Dept 201 - Information Technology		126,900.00	126,900.00	74,434.83	52,465.17	41.34
Dept 209 - Assessing/Tax Records						
70200	Salaries	113,574.08	113,574.08	57,439.26	56,134.82	49.43
70300	Board of Review Salaries	2,500.00	2,500.00	550.00	1,950.00	78.00
71500	Payroll Taxes - FICA	8,688.41	8,688.41	4,293.47	4,394.94	50.58
72200	Pension Plan	9,085.92	9,085.92	6,840.54	2,245.38	24.71
72800	Supplies	4,000.00	4,000.00	3,600.00	400.00	10.00
73000	Postage	6,200.00	6,200.00	556.42	5,643.58	91.03
75100	Vehicle Gas & Maintenance	0.00	0.00	0.00	0.00	0.00
80700	Contracted Appeals	60,000.00	60,000.00	39,509.00	20,491.00	34.15
80900	Contracted/Clerical	0.00	0.00	0.00	0.00	0.00
82000	Engineering Fees	15,000.00	15,000.00	8,219.25	6,780.75	45.21
82600	Legal Fees	12,000.00	12,000.00	8,797.50	3,202.50	26.69
87000	Mileage	800.00	800.00	763.17	36.83	4.60
90300	Legal Notices	1,200.00	1,200.00	477.60	722.40	60.20
95800	Education/Dues	5,000.00	5,000.00	3,190.00	1,810.00	36.20
97000	Capital Outlay-Equipment	18,500.00	18,500.00	17,263.37	1,236.63	6.68
Total Dept 209 - Assessing/Tax Records		256,548.41	256,548.41	151,499.58	105,048.83	40.95
Dept 218 - Cemetery, Bldgs & Grounds						
72800	Supplies	1,500.00	1,500.00	1,363.24	136.76	9.12
75100	Vehicle Maintenance	3,000.00	3,000.00	1,596.30	1,403.70	46.79
75300	Grounds Maint Equipment	2,500.00	2,500.00	1,399.80	1,100.20	44.01
75700	Tools & Supplies	1,500.00	1,500.00	1,444.90	55.10	3.67
76000	Facility Supplies	3,200.00	3,200.00	1,774.25	1,425.75	44.55
76600	Expendable Supplies	3,000.00	3,000.00	2,072.13	927.87	30.93
80500	Contracted Snow Removal	1,000.00	1,000.00	875.00	125.00	12.50
80600	Contracted Lawn Maintenance	11,500.00	11,500.00	8,600.00	2,900.00	25.22
80700	Weed Ordinance Mowing	0.00	0.00	0.00	0.00	0.00
80800	Contracted Grave Openings	20,000.00	20,000.00	16,800.00	3,200.00	16.00
82000	Engineering Fees	0.00	0.00	0.00	0.00	0.00
86800	Fuel, Oil & Grease	1,500.00	1,500.00	1,165.70	334.30	22.29
92000	Water	2,000.00	2,000.00	1,496.32	503.68	25.18

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ACCOUNT PROJECT DESCRIPTION	2019		AVAILABLE BALANCE (ABNORMAL) AL	YTD BALANCE 06/30/2019 (ABNORMAL)	% BDGT USED	
	ORIGINAL BUDGET	2019 MENDEED BUDGETAL				
Fund 101 - General Fund						
Expenditures						
92100	Electric	23,000.00	23,000.00	14,854.41	8,145.59	35.42
92300	Heat	4,000.00	4,000.00	1,700.93	2,299.07	57.48
93100	Maintenance Services	23,000.00	23,000.00	14,904.36	8,095.64	35.20
97400	Capital Outlay	178,500.00	178,500.00	177,153.90	1,346.10	0.75
Total Dept 218 - Cemetery, Bldgs & Grounds		279,200.00	279,200.00	247,201.24	31,998.76	11.46
Dept 223 - Finance & Legal						
82500	Accounting & Audit Fees	58,200.00	58,200.00	31,692.19	26,507.81	45.55
82600	Legal Fees	25,000.00	25,000.00	10,544.50	14,455.50	57.82
Total Dept 223 - Finance & Legal		83,200.00	83,200.00	42,236.69	40,963.31	49.23
Dept 234 - Insurance & Bonds						
71600	Health & Life Insurance	150,000.00	150,000.00	52,875.24	97,124.76	64.75
72500	Retiree Health Care	57,600.00	57,600.00	57,600.00	0.00	0.00
91100	Worker's Compensation	6,620.00	6,620.00	1,900.31	4,719.69	71.29
91200	General Insurance	40,000.00	40,000.00	34,388.08	5,611.92	14.03
Total Dept 234 - Insurance & Bonds		254,220.00	254,220.00	146,763.63	107,456.37	42.27
Dept 249 - General Twp Operations						
70200	Salaries	146,146.34	146,146.34	95,193.08	50,953.26	34.86
70400	In Lieu Of Insurance	5,500.00	5,500.00	2,710.00	2,790.00	50.73
71500	Payroll Taxes - FICA	11,279.64	11,279.64	7,371.86	3,907.78	34.64
72200	Pension Plan	11,446.42	11,446.42	9,442.95	2,003.47	17.50
72800	Supplies	8,000.00	8,000.00	4,860.29	3,139.71	39.25
72900	Petty Cash	0.00	0.00	0.00	0.00	0.00
73000	Postage	15,000.00	15,000.00	11,399.06	3,600.94	24.01
75100	Vehicle Maintenance	1,500.00	1,500.00	1,308.27	191.73	12.78
80800	Contracted Services	85,500.00	85,500.00	52,295.22	33,204.78	38.84
82000	Engineering Fees	0.00	0.00	0.00	0.00	0.00
85300	Telephone	7,000.00	7,000.00	4,167.20	2,832.80	40.47
86800	Fuel, Oil & Grease	800.00	800.00	537.39	262.61	32.83
87000	Mileage	1,000.00	1,000.00	435.08	564.92	56.49
87200	New Hire Expenses	3,000.00	3,000.00	117.62	2,882.38	96.08
90300	Legal Notices	18,000.00	18,000.00	11,094.16	6,905.84	38.37
93300	Equipment Maintenance	6,000.00	6,000.00	(183.96)	6,183.96	103.07
95600	Household Hazard Waste	16,000.00	16,000.00	14,046.43	1,953.57	12.21
95700	Newsletter	16,000.00	16,000.00	8,228.91	7,771.09	48.57
95800	Education/Dues	16,000.00	16,000.00	1,781.42	14,218.58	88.87
95900	Trash Collection	48,000.00	48,000.00	28,292.68	19,707.32	41.06
96100	BOR/MTT Refunds	0.00	0.00	(319.14)	319.14	100.00
96200	Miscellaneous	0.00	0.00	0.00	0.00	0.00
96300	Contingency Items	8,340.16	3,340.16	1,786.51	1,553.65	46.51
97500	Capital Outlay / Buildings	0.00	5,000.00	174.00	4,826.00	96.52
97600	Capital Outlay	3,500.00	3,500.00	3,500.00	0.00	0.00
97600 GRPRVN	Capital Outlay	0.00	0.00	0.00	0.00	0.00
97600 NM10TH	Capital Outlay	0.00	0.00	0.00	0.00	0.00
97600 NMDRSA	Capital Outlay	0.00	0.00	0.00	0.00	0.00
97600 NMDRTA	Capital Outlay	0.00	0.00	0.00	0.00	0.00
97600 NMKLAV	Capital Outlay	0.00	0.00	0.00	0.00	0.00
97600 NMMAIN	Capital Outlay	0.00	0.00	0.00	0.00	0.00
97600 WMNGRP	Capital Outlay	0.00	0.00	0.00	0.00	0.00
97600 WMSTDM	Capital Outlay	0.00	0.00	0.00	0.00	0.00
97700	Capital Outlay / Equipment	10,000.00	10,000.00	10,000.00	0.00	0.00
Total Dept 249 - General Twp Operations		438,012.56	438,012.56	268,239.03	169,773.53	38.76
Dept 250 - Legal						
70200	Salaries	262,165.16	262,165.16	132,403.38	129,761.78	49.50
71500	Payroll Taxes - FICA	16,448.36	16,448.36	7,256.35	9,192.01	55.88
72200	Pension Plan	20,973.22	20,973.22	15,514.01	5,459.21	26.03
72800	Supplies	1,000.00	1,000.00	471.54	528.46	52.85
72800 CM.CIC	Supplies	0.00	0.00	0.00	0.00	0.00
80800	Contracted Legal Counsel/Temp Paralegal	2,000.00	2,000.00	2,000.00	0.00	0.00
83000	Departmental Billings	(158,200.00)	(158,200.00)	(126,718.50)	(31,481.50)	19.90
87000	Mileage	250.00	250.00	13.13	236.87	94.75
95500	Law Library/Archives	12,500.00	12,500.00	5,835.07	6,664.93	53.32
95800	Education/Dues	1,000.00	1,000.00	875.00	125.00	12.50
97000	Capital Outlay	1,000.00	1,000.00	1,000.00	0.00	0.00

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ACCOUNT PROJECT DESCRIPTION	2019		AVAILABLE BALANCE (ABNORMAL) AL	YTD BALANCE 06/30/2019 (ABNORMAL)	% BDGT USED
	ORIGINAL BUDGET	2019 MENDED BUDGETAL			
Fund 101 - General Fund					
Expenditures					
Total Dept 250 - Legal	159,136.74	159,136.74	38,649.98	120,486.76	75.71
Dept 506 - Public Works					
70200 Salaries	45,449.40	45,449.40	15,101.71	30,347.69	66.77
70400 In Lieu Of Insurance	0.00	0.00	0.00	0.00	0.00
71500 Payroll Taxes - FICA	3,476.88	3,476.88	1,260.70	2,216.18	63.74
72200 Pension Plan	3,635.94	3,635.94	2,473.81	1,162.13	31.96
72800 Supplies	2,500.00	2,500.00	2,500.00	0.00	0.00
73000 Postage	600.00	600.00	600.00	0.00	0.00
82000 Engineering Fees	0.00	6,000.00	6,000.00	0.00	0.00
82600 Legal Fees	3,500.00	3,500.00	2,548.00	952.00	27.20
87000 Mileage	600.00	600.00	600.00	0.00	0.00
93100 Inspections/Permits	0.00	0.00	0.00	0.00	0.00
95200 Road Project Costs	0.00	0.00	0.00	0.00	0.00
95200 BTR2RD Road Project Costs	366,500.00	366,500.00	366,500.00	0.00	0.00
95200 RDMAN Road Project Costs	250,000.00	250,000.00	250,000.00	0.00	0.00
95200 SANCOA Sewer 1 Contract A	180,000.00	180,000.00	180,000.00	0.00	0.00
95200 SANCOB Sewer 1, Contract B	0.00	0.00	0.00	0.00	0.00
95300 Storm Sewer Costs	12,000.00	12,000.00	11,810.00	190.00	1.58
95800 EDUCATION/DUES	1,500.00	1,500.00	932.00	568.00	37.87
97600 Capital Outlay	113,630.00	113,630.00	113,630.00	0.00	0.00
97600 NMDRRD Non-Motorized Drake Rd	276,480.00	276,480.00	273,680.00	2,800.00	1.01
97600 NMDRSA Non Motorized Drake Safety Grant	1,047,600.00	1,047,600.00	1,047,600.00	0.00	0.00
97600 NMDRTA South Drake Phase 2 Transportation Alt.	829,440.00	829,440.00	516,790.95	312,649.05	37.69
97600 NMKLAV Non Motorized Facility KL Ave	10,000.00	10,000.00	10,000.00	0.00	0.00
97600 NMS9TH Non motorized 9th St.	30,000.00	30,000.00	30,000.00	0.00	0.00
97600 NMSTDM Non motorized Stadium	40,000.00	40,000.00	37,319.39	2,680.61	6.70
97600 PLATSW Capital Outlay / Bldg Addds	0.00	31,000.00	25,708.07	5,291.93	17.07
97600 SANCOA Sewer 1 Contract A	164,000.00	164,000.00	153,150.00	10,850.00	6.62
97600 SANCOB Sewer 1, Contract B	26,000.00	26,000.00	24,279.93	1,720.07	6.62
97600 SANPH2 Sewer 2	11,240.00	11,240.00	11,240.00	0.00	0.00
97600 SWGMDR Sidewalk, Green Meadow	0.00	0.00	0.00	0.00	0.00
97600 SWMHDR Sidewalk, Maple Hill and Croyden	0.00	0.00	0.00	0.00	0.00
Total Dept 506 - Public Works	3,418,152.22	3,455,152.22	3,083,724.56	371,427.66	10.75
Dept 805 - Planning Dept					
70200 Salary	107,221.84	107,221.84	51,275.98	55,945.86	52.18
70300 SALARY-PC/ZBA	12,000.00	12,000.00	9,320.00	2,680.00	22.33
71500 Payroll Taxes - FICA	8,202.47	8,202.47	3,823.52	4,378.95	53.39
72200 Pension Plan	8,577.74	8,577.74	6,329.09	2,248.65	26.21
72800 Supplies	2,000.00	2,000.00	1,958.01	41.99	2.10
73000 Postage	3,000.00	3,000.00	3,000.00	0.00	0.00
80100 GIS Expense	7,000.00	7,000.00	4,691.50	2,308.50	32.98
80800 Consultants	22,000.00	24,500.00	11,873.73	12,626.27	51.54
81000 Escrow Refund	0.00	0.00	0.00	0.00	0.00
82000 Engineering Fees	3,000.00	3,000.00	2,195.50	804.50	26.82
82600 Legal Fees	35,000.00	35,000.00	25,280.00	9,720.00	27.77
87000 Mileage	300.00	300.00	69.74	230.26	76.75
90300 Legal Notices	15,000.00	15,000.00	10,496.30	4,503.70	30.02
95800 Education/Dues	5,000.00	5,000.00	3,480.00	1,520.00	30.40
Total Dept 805 - Planning Dept	228,302.05	230,802.05	133,793.37	97,008.68	42.03
Total - Function Unclassified	6,098,393.00	6,137,893.00	4,408,399.44	1,729,493.56	28.18
TOTAL EXPENDITURES	6,098,393.00	6,137,893.00	4,408,399.44	1,729,493.56	28.18
Fund 101 - General Fund:					
TOTAL REVENUES	6,103,948.00	6,143,448.00	4,549,249.44	1,594,198.56	25.95
TOTAL EXPENDITURES	6,098,393.00	6,137,893.00	4,408,399.44	1,729,493.56	28.18
NET OF REVENUES & EXPENDITURES	5,555.00	5,555.00	140,850.00	(135,295.00)	2,435.55
Fund 107 - Parks					
Revenues					
Function: Unclassified					
Dept 000 - General					
66400 Interest on Investments	0.00	0.00	0.00	0.00	0.00
69900 Loan Proceeds	0.00	0.00	0.00	0.00	0.00

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	ORIGINAL BUDGET	2019 BUDGETAL			
Fund 107 - Parks					
Revenues					
Total Dept 000 - General	0.00	0.00	0.00	0.00	0.00
Dept 751 - Parks Revenue					
40100 Carryover	200,000.00	371,242.00	371,242.00	0.00	0.00
46000 Donations - Restricted	20,000.00	20,000.00	9,850.00	10,150.00	50.75
46000 HANDLY Donations - Restricted	0.00	0.00	0.00	0.00	0.00
46100 Donations - Unrestricted	0.00	0.00	(2,188.41)	2,188.41	100.00
46200 Grant Revenues	137,700.00	137,700.00	134,320.00	3,380.00	2.45
46200 TP2011 Grant Revenues	0.00	0.00	0.00	0.00	0.00
46300 Drake Farmstead Capital Campaign	0.00	0.00	0.00	0.00	0.00
47200 Rental Fee - Grange	6,000.00	6,000.00	1,470.00	4,530.00	75.50
47300 Rental Fee - Oshtemo Community Center	13,000.00	13,000.00	6,962.50	6,037.50	46.44
47400 Rental Fee - Twp Park Pavilion	6,000.00	6,000.00	1,210.00	4,790.00	79.83
47500 Rental Fee - Flesher Pavilion	3,500.00	3,500.00	160.00	3,340.00	95.43
47600 Rental Fee - Flesher Gazebo	500.00	500.00	450.00	50.00	10.00
66500 Interest Earned	9,000.00	9,000.00	8,629.24	370.76	4.12
67300 Sales-Fixed Assets	0.00	0.00	0.00	0.00	0.00
67500 Transfer from General Fund	175,000.00	175,000.00	0.00	175,000.00	100.00
Total Dept 751 - Parks Revenue	570,700.00	741,942.00	532,105.33	209,836.67	28.28
Total - Function Unclassified	570,700.00	741,942.00	532,105.33	209,836.67	28.28
TOTAL REVENUES	570,700.00	741,942.00	532,105.33	209,836.67	28.28
Expenditures					
Function: Unclassified					
Dept 756 - Parks Facilities					
70210 Salaries	76,651.76	76,651.76	44,366.12	32,285.64	42.12
71500 Payroll Taxes - FICA	5,863.85	5,863.85	3,399.63	2,464.22	42.02
72200 Pension Plan	6,093.32	6,093.32	4,865.21	1,228.11	20.16
72800 Program/Marketing Supplies	500.00	500.00	367.72	132.28	26.46
75100 Vehicle Maintenance	1,000.00	1,000.00	(838.60)	1,838.60	183.86
75300 Grounds Maint Equipment	4,500.00	4,500.00	2,419.57	2,080.43	46.23
75700 Tools & Supplies	300.00	300.00	214.37	85.63	28.54
76000 Facility Supplies	3,000.00	3,000.00	2,347.20	652.80	21.76
76600 Expendable Supplies	4,000.00	4,000.00	2,413.46	1,586.54	39.66
77000 Contribution to Oshtemo Parks & Rec Fund	0.00	0.00	0.00	0.00	0.00
80500 Contracted Snow Removal	1,000.00	1,000.00	1,000.00	0.00	0.00
80600 Contracted Lawn Maintenance	0.00	0.00	0.00	0.00	0.00
80800 Consultant	4,000.00	4,000.00	3,828.75	171.25	4.28
80800 DRFMP1 Consultant	6,000.00	14,820.00	11,820.00	3,000.00	20.24
80800 DRFMP2 Consultant	10,700.00	10,700.00	(554.70)	11,254.70	105.18
80800 DRFMP3 Consultant	0.00	0.00	0.00	0.00	0.00
80800 DRKFRM Consultant	0.00	0.00	0.00	0.00	0.00
80800 GRNCOR Consultant	1,000.00	1,000.00	1,000.00	0.00	0.00
80800 GRNGHL Consultant	0.00	0.00	0.00	0.00	0.00
80800 P&RMPU Consultant	0.00	0.00	0.00	0.00	0.00
82500 Accounting & Audit Fees	3,000.00	3,000.00	2,150.00	850.00	28.33
82600 Legal Fees	2,000.00	2,000.00	1,265.00	735.00	36.75
85300 Telephone	1,000.00	1,720.00	797.45	922.55	53.64
86800 Fuel, Oil & Grease	1,500.00	1,500.00	863.13	636.87	42.46
92000 Water	1,500.00	1,500.00	1,033.49	466.51	31.10
92100 Electric	8,500.00	7,780.00	5,116.76	2,663.24	34.23
92300 Heat	6,500.00	6,500.00	2,664.56	3,835.44	59.01
93100 Maintenance Services	23,700.00	23,700.00	17,153.32	6,546.68	27.62
95800 Education/Dues	1,200.00	1,200.00	667.75	532.25	44.35
96300 Contingency Items	0.00	0.00	0.00	0.00	0.00
97100 Capital Outlay/Land	0.00	0.00	0.00	0.00	0.00
97400 Capital Outlay/Improvements	17,000.00	17,000.00	17,000.00	0.00	0.00
97400 DRFMP1 Capital Outlay/Improvements	207,000.00	369,422.00	288,828.70	80,593.30	21.82
97400 DRFMP2 Capital Outlay/Improvements	159,000.00	159,000.00	159,000.00	0.00	0.00
97400 DRFMP3 Capital Outlay/Improvements	0.00	0.00	0.00	0.00	0.00
97400 DRKFRM Capital Outlay/Improvements	0.00	0.00	0.00	0.00	0.00
97400 GRNGHL Capital Outlay/Improvements	0.00	0.00	0.00	0.00	0.00
97500 Capital Outlay/Buildings	0.00	0.00	0.00	0.00	0.00
97700 Capital Outlay/Equipment	0.00	0.00	0.00	0.00	0.00
98000 Capital Outlay/Oshtemo Comm Center	0.00	0.00	0.00	0.00	0.00
98100 Capital Outlay/Drake House	3,000.00	3,000.00	620.00	2,380.00	79.33
98200 FF2012 GRANT MATCH/PARKS	0.00	0.00	0.00	0.00	0.00
98200 FF2013 GRANT MATCH/PARKS	0.00	0.00	0.00	0.00	0.00
98200 GRNG15 Grant Match/Parks	0.00	0.00	0.00	0.00	0.00
98200 TP2011 Grant Match/Parks	0.00	0.00	0.00	0.00	0.00
98400 ROW Projects/Maint	0.00	0.00	0.00	0.00	0.00

User: DFARMER

PERIOD ENDING 06/30/2019

DB: Oshtemo

% Fiscal Year Completed: 49.59

ACCOUNT PROJECT DESCRIPTION	2019		AVAILABLE BALANCE (ABNORMAL) AL	YTD BALANCE 06/30/2019 (ABNORMAL)	% BDGT USED
	ORIGINAL BUDGET	2019 MENDEED BUDGETAL			
Fund 107 - Parks Expenditures					
Total Dept 756 - Parks Facilities	559,508.93	730,750.93	573,808.89	156,942.04	21.48
Total - Function Unclassified	559,508.93	730,750.93	573,808.89	156,942.04	21.48
TOTAL EXPENDITURES	559,508.93	730,750.93	573,808.89	156,942.04	21.48
Fund 107 - Parks:					
TOTAL REVENUES	570,700.00	741,942.00	532,105.33	209,836.67	28.28
TOTAL EXPENDITURES	559,508.93	730,750.93	573,808.89	156,942.04	21.48
NET OF REVENUES & EXPENDITURES	11,191.07	11,191.07	(41,703.56)	52,894.63	472.65
Fund 206 - Fire Revenues					
Function: Unclassified					
Dept 001 - Revenue					
40100 Carryover	0.00	0.00	0.00	0.00	0.00
40200 Current Property Tax Levy	2,409,779.00	2,409,779.00	58,826.72	2,350,952.28	97.56
40900 Act 198 Tax Collection	0.00	0.00	0.00	0.00	0.00
43000 Payments in Lieu of Taxes	0.00	0.00	0.00	0.00	0.00
46000 Donations	0.00	0.00	0.00	0.00	0.00
47500 Miscellaneous	0.00	0.00	0.00	0.00	0.00
47600 KVIAA Assessments	0.00	0.00	0.00	0.00	0.00
47700 False Alarm Fines	0.00	0.00	0.00	0.00	0.00
47800 PEO Mileage Reimbursement	0.00	0.00	0.00	0.00	0.00
48000 Federal Grant	0.00	0.00	0.00	0.00	0.00
61000 Other Services Provided	0.00	0.00	(165.26)	165.26	100.00
66500 Interest Earned	0.00	0.00	(401.06)	401.06	100.00
67300 Transfer from Other Funds	0.00	0.00	0.00	0.00	0.00
Total Dept 001 - Revenue	2,409,779.00	2,409,779.00	58,260.40	2,351,518.60	97.58
Total - Function Unclassified	2,409,779.00	2,409,779.00	58,260.40	2,351,518.60	97.58
TOTAL REVENUES	2,409,779.00	2,409,779.00	58,260.40	2,351,518.60	97.58
Expenditures					
Function: Unclassified					
Dept 336 - Administration					
70200 Salaries	859,858.78	859,858.78	430,967.46	428,891.32	49.88
70300 Overtime	33,090.00	33,090.00	2,914.44	30,175.56	91.19
70400 In Lieu Of Insurance	5,000.00	5,000.00	3,515.00	1,485.00	29.70
71500 Payroll Taxes - FICA	51,098.07	51,098.07	17,079.99	34,018.08	66.57
71600 Health & Life Insurance	193,300.00	193,300.00	127,280.03	66,019.97	34.15
72200 Pension Plan	52,328.22	52,328.22	34,347.29	17,980.93	34.36
72500 Clothing Allowance	23,763.00	23,763.00	21,754.06	2,008.94	8.45
72600 Retiree Health Care	57,600.00	57,600.00	57,600.00	0.00	0.00
82500 Accounting & Audit Fees	5,500.00	5,500.00	2,550.00	2,950.00	53.64
82600 Legal Fees	3,000.00	3,000.00	2,512.50	487.50	16.25
87000 Mileage	500.00	500.00	403.72	96.28	19.26
95500 Education Reimbursement	0.00	0.00	0.00	0.00	0.00
95900 Continuing Education	35,470.00	35,470.00	23,263.28	12,206.72	34.41
96100 Hazmat Fees	1,400.00	1,400.00	1,400.00	0.00	0.00
96300 Admin Contingency	5,000.00	5,000.00	4,187.40	812.60	16.25
Total Dept 336 - Administration	1,326,908.07	1,326,908.07	729,775.17	597,132.90	45.00
Dept 340 - Dept Operations					
70500 Fire Pay - On Call	407,875.00	407,875.00	258,438.37	149,436.63	36.64
70900 Station Staffing/Part Time	0.00	0.00	0.00	0.00	0.00
71500 Payroll Taxes - FICA	6,627.41	6,627.41	4,186.28	2,441.13	36.83
71800 Fire Dept Maintenance	9,323.12	9,323.12	5,320.40	4,002.72	42.93
72200 Pension Plan	41,533.36	41,533.36	26,427.02	15,106.34	36.37
72800 Supplies	8,000.00	8,000.00	4,762.44	3,237.56	40.47
72900 Petty Cash	500.00	500.00	500.00	0.00	0.00
75500 EMS Supplies	6,381.10	6,381.10	2,514.04	3,867.06	60.60
75700 Tools & Supplies	3,000.00	3,000.00	3,000.00	0.00	0.00
76000 Training Supplies	1,800.00	1,800.00	368.70	1,431.30	79.52
76100 Public Education	5,380.00	5,380.00	5,380.00	0.00	0.00
76600 Equipment	13,000.00	13,000.00	11,645.02	1,354.98	10.42

User: DFARMER

PERIOD ENDING 06/30/2019

DB: Oshtemo

% Fiscal Year Completed: 49.59

ACCOUNT PROJECT DESCRIPTION	2019		AVAILABLE BALANCE (ABNORMAL) AL	YTD BALANCE 06/30/2019 (ABNORMAL)	% BDGT USED	
	ORIGINAL BUDGET	2019 MENDED BUDGETAL				
Fund 206 - Fire						
Expenditures						
80900	Computer Operations	77,370.00	77,370.00	45,472.56	31,897.44	41.23
85100	Radio Maintenance	6,300.00	6,300.00	5,807.25	492.75	7.82
85300	Telephone	13,520.00	13,520.00	8,733.19	4,786.81	35.41
86700	Vehicle Operations	113,855.00	113,855.00	55,747.40	58,107.60	51.04
86800	Fuel	30,000.00	30,000.00	17,757.19	12,242.81	40.81
87100	Physical Exams	20,300.00	20,300.00	741.00	19,559.00	96.35
87200	New Hire Expenses	9,000.00	9,000.00	7,034.20	1,965.80	21.84
91200	General Insurance	171,608.00	171,608.00	118,473.27	53,134.73	30.96
92000	Water	2,400.00	2,400.00	1,686.75	713.25	29.72
92100	Electric	33,000.00	33,000.00	20,495.39	12,504.61	37.89
92300	Heat	12,600.00	12,600.00	5,484.98	7,115.02	56.47
93100	Building Maintenance	24,700.00	24,700.00	13,782.61	10,917.39	44.20
93300	Equipment Maintenance	12,000.00	12,000.00	10,995.06	1,004.94	8.37
96100	BOR/MTT Refunds-Operations Fund	0.00	0.00	(618.46)	618.46	100.00
96200	Miscellaneous	0.00	0.00	0.00	0.00	0.00
96300	Operations Contingency	0.00	0.00	0.00	0.00	0.00
96500	Transfer to Fire Equipment	0.00	0.00	0.00	0.00	0.00
97000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 340 - Dept Operations		1,030,072.99	1,030,072.99	634,134.66	395,938.33	38.44
Total - Function Unclassified		2,356,981.06	2,356,981.06	1,363,909.83	993,071.23	42.13
TOTAL EXPENDITURES		2,356,981.06	2,356,981.06	1,363,909.83	993,071.23	42.13
Fund 206 - Fire:						
TOTAL REVENUES		2,409,779.00	2,409,779.00	58,260.40	2,351,518.60	97.58
TOTAL EXPENDITURES		2,356,981.06	2,356,981.06	1,363,909.83	993,071.23	42.13
NET OF REVENUES & EXPENDITURES		52,797.94	52,797.94	1,305,649.43	1,358,447.37	2,572.92
Fund 207 - Police						
Revenues						
Function: Unclassified						
Dept 000 - General						
40700	Delq P.P. Tax	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - General		0.00	0.00	0.00	0.00	0.00
Dept 001 - Revenue						
40100	Carryover	0.00	0.00	0.00	0.00	0.00
40200	Current Property Tax Levy	1,342,380.00	1,342,380.00	10,265.85	1,332,114.15	99.24
43000	Payments in Lieu of Taxes	0.00	0.00	0.00	0.00	0.00
45200	Liquor License Fees	20,000.00	20,000.00	20,000.00	0.00	0.00
65000	Ordinance Violations-8th District Court	40,000.00	40,000.00	23,991.90	16,008.10	40.02
65100	General Ordinance Violations	2,000.00	2,000.00	950.00	1,050.00	52.50
65300	False Fire Alarm Fines	0.00	0.00	(1,380.45)	1,380.45	100.00
65400	False Security Alarm Fines	0.00	0.00	(675.00)	675.00	100.00
65600	Parking Violations	5,000.00	5,000.00	2,645.00	2,355.00	47.10
65700	Rental Housing Inspection Applications	2,040.00	2,040.00	1,610.00	430.00	21.08
65800	Sidewalk Permit/Inspection	1,500.00	1,500.00	900.00	600.00	40.00
66500	Interest Earned	1,500.00	1,500.00	1,219.95	280.05	18.67
67500	Transfer from General Fund	2,400.00	2,400.00	0.00	2,400.00	100.00
Total Dept 001 - Revenue		1,416,820.00	1,416,820.00	59,527.25	1,357,292.75	95.80
Total - Function Unclassified		1,416,820.00	1,416,820.00	59,527.25	1,357,292.75	95.80
TOTAL REVENUES		1,416,820.00	1,416,820.00	59,527.25	1,357,292.75	95.80
Expenditures						
Function: Unclassified						
Dept 310 - POLICE CONTRACT ADMIN						
70200	Salary/Contract Administrator	1,000.00	1,000.00	1,000.00	0.00	0.00
71500	Payroll Taxes - FICA	80.00	80.00	80.00	0.00	0.00
72200	Pension Plan	80.00	80.00	80.00	0.00	0.00
72800	Supplies	0.00	0.00	0.00	0.00	0.00
80200	Protection Contract - KC	1,089,534.00	1,089,534.00	575,957.04	513,576.96	47.14
80300	KCSD Satellite Office	11,000.00	11,000.00	11,000.00	0.00	0.00
80800	Contracted Services	0.00	0.00	0.00	0.00	0.00

User: DFARMER

PERIOD ENDING 06/30/2019

DB: Oshtemo

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ACCOUNT PROJECT DESCRIPTION	2019		AVAILABLE BALANCE (ABNORMAL) AL	YTD BALANCE 06/30/2019 (ABNORMAL)	% BDGT USED	
	ORIGINAL BUDGET	2019 BUDGET				
Fund 207 - Police						
Expenditures						
82500	Accounting & Audit Fees	13,000.00	13,000.00	3,359.85	9,640.15	74.16
82600	Legal Fees-8th District Court	35,000.00	35,000.00	28,550.50	6,449.50	18.43
96100	BOR/MTT Refunds	0.00	0.00	(626.71)	626.71	100.00
96200	Miscellaneous	0.00	0.00	0.00	0.00	0.00
97000	Capital Outlay	2,500.00	2,500.00	2,500.00	0.00	0.00
Total Dept 310 - POLICE CONTRACT ADMIN		1,152,194.00	1,152,194.00	621,900.68	530,293.32	46.02
Dept 320 - PARKING VIOLATIONS ENFORCEMENT						
71500	Payroll Taxes - FICA	400.00	400.00	400.00	0.00	0.00
72200	Pension Plan	500.00	500.00	500.00	0.00	0.00
72800	Supplies	500.00	500.00	500.00	0.00	0.00
80900	Parking Enforcement Officers	5,000.00	5,000.00	5,000.00	0.00	0.00
82600	Legal Fees-Parking Enforcement	0.00	0.00	0.00	0.00	0.00
87000	PEO Mileage	1,000.00	1,000.00	1,000.00	0.00	0.00
Total Dept 320 - PARKING VIOLATIONS ENFORCEMENT		7,400.00	7,400.00	7,400.00	0.00	0.00
Dept 330 - GEN ORDINANCE ENFORCEMENT						
70200	Salaries	33,598.45	33,598.45	17,088.32	16,510.13	49.14
71500	Payroll Taxes - FICA	2,570.28	2,570.28	1,313.14	1,257.14	48.91
72200	Pension Plan	2,687.88	2,687.88	2,027.47	660.41	24.57
72800	Supplies	1,500.00	1,500.00	1,324.21	175.79	11.72
82600	Legal Fees	7,500.00	7,500.00	7,500.00	0.00	0.00
Total Dept 330 - GEN ORDINANCE ENFORCEMENT		47,856.61	47,856.61	29,253.14	18,603.47	38.87
Total - Function Unclassified		1,207,450.61	1,207,450.61	658,553.82	548,896.79	45.46
TOTAL EXPENDITURES		1,207,450.61	1,207,450.61	658,553.82	548,896.79	45.46
Fund 207 - Police:						
TOTAL REVENUES		1,416,820.00	1,416,820.00	59,527.25	1,357,292.75	95.80
TOTAL EXPENDITURES		1,207,450.61	1,207,450.61	658,553.82	548,896.79	45.46
NET OF REVENUES & EXPENDITURES		209,369.39	209,369.39	(599,026.57)	808,395.96	386.11
Fund 211 - Fire Equipment						
Revenues						
Function: Unclassified						
Dept 001 - Revenue						
40100	Carryover	0.00	0.00	0.00	0.00	0.00
40200	Current Property Tax Levy	529,837.00	529,837.00	29,750.76	500,086.24	94.38
43000	Payments in Lieu of Taxes	0.00	0.00	(30,675.83)	30,675.83	100.00
47500	Miscellaneous	0.00	0.00	0.00	0.00	0.00
48000	Federal Grant	0.00	0.00	0.00	0.00	0.00
66500	Interest Earned	1,500.00	1,500.00	1,126.12	373.88	24.93
67300	Sales-Fixed Assets	125,000.00	125,000.00	125,000.00	0.00	0.00
67700	Transfer from Operating	0.00	0.00	0.00	0.00	0.00
Total Dept 001 - Revenue		656,337.00	656,337.00	125,201.05	531,135.95	80.92
Total - Function Unclassified		656,337.00	656,337.00	125,201.05	531,135.95	80.92
TOTAL REVENUES		656,337.00	656,337.00	125,201.05	531,135.95	80.92
Expenditures						
Function: Unclassified						
Dept 344 - Expenditures						
76600	Personal Protective Equipment	44,925.00	44,925.00	20,185.54	24,739.46	55.07
82500	Accounting & Audit Fees	1,000.00	1,000.00	150.00	850.00	85.00
96100	BOR/MTT Refunds	0.00	0.00	0.00	0.00	0.00
97600	Vehicle	159,344.00	159,344.00	159,344.00	0.00	0.00
98000	Capital Outlay/Equipment	39,460.00	39,460.00	34,691.49	4,768.51	12.08
98100	Capital Outlay/Facilities	235,218.00	235,218.00	232,805.00	2,413.00	1.03
98800	Contingency	5,000.00	5,000.00	4,800.02	199.98	4.00
Total Dept 344 - Expenditures		484,947.00	484,947.00	451,976.05	32,970.95	6.80

User: DFARMER

PERIOD ENDING 06/30/2019

DB: Oshtemo

% Fiscal Year Completed: 49.59

ACCOUNT PROJECT DESCRIPTION	2019		AVAILABLE BALANCE (ABNORMAL) AL	YTD BALANCE 06/30/2019 (ABNORMAL)	% BDGT USED
	ORIGINAL BUDGET	2019 MENDED BUDGET			
Fund 211 - Fire Equipment Expenditures					
Total - Function Unclassified	484,947.00	484,947.00	451,976.05	32,970.95	6.80
TOTAL EXPENDITURES	484,947.00	484,947.00	451,976.05	32,970.95	6.80
Fund 211 - Fire Equipment:					
TOTAL REVENUES	656,337.00	656,337.00	125,201.05	531,135.95	80.92
TOTAL EXPENDITURES	484,947.00	484,947.00	451,976.05	32,970.95	6.80
NET OF REVENUES & EXPENDITURES	171,390.00	171,390.00	(326,775.00)	498,165.00	290.66
Fund 219 - STREET LIGHTING FUND					
Revenues					
Function: Unclassified					
Dept 001 - Revenue					
40100 Carryover	0.00	0.00	0.00	0.00	0.00
40200 Current Property Tax Levy	150,000.00	150,000.00	(110.46)	150,110.46	100.07
66500 Interest Earned	0.00	0.00	0.00	0.00	0.00
Total Dept 001 - Revenue	150,000.00	150,000.00	(110.46)	150,110.46	100.07
Dept 506 - Public Works					
67500 Transfer from General Fund	0.00	0.00	0.00	0.00	0.00
Total Dept 506 - Public Works	0.00	0.00	0.00	0.00	0.00
Total - Function Unclassified	150,000.00	150,000.00	(110.46)	150,110.46	100.07
TOTAL REVENUES	150,000.00	150,000.00	(110.46)	150,110.46	100.07
Expenditures					
Function: Unclassified					
Dept 506 - Public Works					
92600 Street Lighting	130,000.00	130,000.00	71,765.81	58,234.19	44.80
97600 Capital Outlay / Upgrade	0.00	0.00	0.00	0.00	0.00
Total Dept 506 - Public Works	130,000.00	130,000.00	71,765.81	58,234.19	44.80
Total - Function Unclassified	130,000.00	130,000.00	71,765.81	58,234.19	44.80
TOTAL EXPENDITURES	130,000.00	130,000.00	71,765.81	58,234.19	44.80
Fund 219 - STREET LIGHTING FUND:					
TOTAL REVENUES	150,000.00	150,000.00	(110.46)	150,110.46	100.07
TOTAL EXPENDITURES	130,000.00	130,000.00	71,765.81	58,234.19	44.80
NET OF REVENUES & EXPENDITURES	20,000.00	20,000.00	(71,876.27)	91,876.27	459.38
Fund 247 - TAX INCREMENT FINANCE AUTHORITY (SoDA)					
Revenues					
Function: Unclassified					
Dept 001 - Revenue					
40100 Carryover	5,300.00	5,300.00	5,300.00	0.00	0.00
40300 Current Real Property Tax	32,500.00	32,500.00	(40,693.37)	73,193.37	225.21
40400 Other Tax Revenue	0.00	0.00	0.00	0.00	0.00
47500 Miscellaneous	0.00	0.00	0.00	0.00	0.00
66500 Interest Earned	0.00	0.00	(14.26)	14.26	100.00
Total Dept 001 - Revenue	37,800.00	37,800.00	(35,407.63)	73,207.63	193.67
Total - Function Unclassified	37,800.00	37,800.00	(35,407.63)	73,207.63	193.67
TOTAL REVENUES	37,800.00	37,800.00	(35,407.63)	73,207.63	193.67
Expenditures					

User: DFARMER

PERIOD ENDING 06/30/2019

DB: Oshtemo

% Fiscal Year Completed: 49.59

ACCOUNT PROJECT DESCRIPTION	2019		AVAILABLE BALANCE (ABNORMAL) AL	YTD BALANCE 06/30/2019 (ABNORMAL)	% BDGT USED	
	ORIGINAL BUDGET	2019 MENDED BUDGETAL				
Fund 247 - TAX INCREMENT FINANCE AUTHORITY (SoDA)						
Expenditures						
Function: Unclassified						
Dept 728 - Economic Development						
70300	Salary-Staff	0.00	0.00	0.00	0.00	
72800	Supplies	0.00	0.00	0.00	0.00	
73000	Postage	0.00	0.00	0.00	0.00	
80800	Consultants	0.00	0.00	0.00	0.00	
82500	Accounting & Audit Fees	300.00	300.00	300.00	0.00	
82600	Legal Fees	0.00	0.00	0.00	0.00	
90300	Legal Notices	0.00	0.00	0.00	0.00	
93300	Repairs/Maintenance	7,500.00	7,500.00	7,500.00	0.00	
96300	Contingency Items	0.00	0.00	0.00	0.00	
97500	Capital Outlay/Obligated Projects	30,000.00	30,000.00	30,000.00	0.00	
97600	Capital Outlay/Land Acquisition	0.00	0.00	0.00	0.00	
Total Dept 728 - Economic Development		37,800.00	37,800.00	37,800.00	0.00	
Total - Function Unclassified		37,800.00	37,800.00	37,800.00	0.00	
TOTAL EXPENDITURES		37,800.00	37,800.00	37,800.00	0.00	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY (SoDA):						
TOTAL REVENUES		37,800.00	37,800.00	(35,407.63)	73,207.63	193.67
TOTAL EXPENDITURES		37,800.00	37,800.00	37,800.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(73,207.63)	73,207.63	100.00
Fund 249 - Building						
Revenues						
Function: Unclassified						
Dept 001 - Revenue						
40100	Carryover	43,256.62	43,256.62	43,256.62	0.00	0.00
66400	Interest on Investments	1,800.00	1,800.00	1,460.78	339.22	18.85
Total Dept 001 - Revenue		45,056.62	45,056.62	44,717.40	339.22	0.75
Total - Function Unclassified		45,056.62	45,056.62	44,717.40	339.22	0.75
TOTAL REVENUES		45,056.62	45,056.62	44,717.40	339.22	0.75
Expenditures						
Function: Unclassified						
Dept 371 - Bldg Dept						
70200	Salaries/Clerical	33,598.46	33,598.46	17,099.79	16,498.67	49.11
70400	In Lieu Of Insurance	0.00	0.00	0.00	0.00	0.00
71500	Payroll Taxes - FICA	2,570.28	2,570.28	1,313.88	1,256.40	48.88
71600	Health & Life Insurance	0.00	0.00	0.00	0.00	0.00
72200	Pension Plan	2,687.88	2,687.88	2,027.92	659.96	24.55
72500	Retiree Health Care	0.00	0.00	0.00	0.00	0.00
82400	Contracted Bldg Plan Review	0.00	0.00	0.00	0.00	0.00
82500	Accounting & Audit Fees	2,200.00	2,200.00	1,250.00	950.00	43.18
82600	Legal Fees	2,000.00	2,000.00	2,000.00	0.00	0.00
95800	Education/Dues	1,500.00	1,500.00	1,110.00	390.00	26.00
97600	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 371 - Bldg Dept		44,556.62	44,556.62	24,801.59	19,755.03	44.34
Total - Function Unclassified		44,556.62	44,556.62	24,801.59	19,755.03	44.34
TOTAL EXPENDITURES		44,556.62	44,556.62	24,801.59	19,755.03	44.34
Fund 249 - Building:						
TOTAL REVENUES		45,056.62	45,056.62	44,717.40	339.22	0.75
TOTAL EXPENDITURES		44,556.62	44,556.62	24,801.59	19,755.03	44.34
NET OF REVENUES & EXPENDITURES		500.00	500.00	19,915.81	(19,415.81)	3,883.16
Fund 490 - Sewer						

User: DFARMER

PERIOD ENDING 06/30/2019

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% Fiscal Year Completed: 49.59

ACCOUNT PROJECT DESCRIPTION	2019		AVAILABLE BALANCE (ABNORMAL) AL	YTD BALANCE 06/30/2019 (ABNORMAL)	% BDGT USED	
	ORIGINAL BUDGET	2019 MENDEED BUDGETAL				
Fund 490 - Sewer						
Revenues						
Function: Unclassified						
Dept 000 - General						
40100	Carryover	856,500.00	926,475.00	926,475.00	0.00	0.00
65000	Mortgage/Contract/SAD/FF	85,400.00	85,400.00	(118,018.50)	203,418.50	238.19
66400	Interest on Investments	1,000.00	1,000.00	752.68	247.32	24.73
66600	Interest on Assessments	11,000.00	11,000.00	11,000.00	0.00	0.00
67900	Assessment Revenue	30,000.00	30,000.00	30,000.00	0.00	0.00
68000	Benefit Fees	220,000.00	220,000.00	71,745.62	148,254.38	67.39
68100	Curb Box Fee	0.00	0.00	0.00	0.00	0.00
68200	Debt Proceeds	0.00	0.00	0.00	0.00	0.00
68300	Debt Service Connection Charges	0.00	0.00	0.00	0.00	0.00
68500	Surcharge	30,000.00	30,000.00	14,401.44	15,598.56	52.00
69600	Miscellaneous Revenue	360,000.00	360,000.00	347,498.60	12,501.40	3.47
69900	Transfer In	250,000.00	269,000.00	19,000.00	250,000.00	92.94
Total Dept 000 - General		1,843,900.00	1,932,875.00	1,302,854.84	630,020.16	32.59
Total - Function Unclassified		1,843,900.00	1,932,875.00	1,302,854.84	630,020.16	32.59
TOTAL REVENUES		1,843,900.00	1,932,875.00	1,302,854.84	630,020.16	32.59
Expenditures						
Function: Unclassified						
Dept 000 - General						
70200	Salaries/Clerical	62,963.48	62,963.48	36,884.49	26,078.99	41.42
71500	Payroll Taxes - FICA	4,816.71	4,816.71	2,926.96	1,889.75	39.23
72200	Pension Plan	5,037.08	5,037.08	3,999.19	1,037.89	20.60
80800	Audit Fees	2,500.00	2,500.00	550.00	1,950.00	78.00
81000	Legal Fees	10,000.00	10,000.00	8,155.00	1,845.00	18.45
82000	Engineering Fees	5,000.00	24,000.00	22,763.70	1,236.30	5.15
82000 SANPH1	USDA Phase 1 Engineering Fees	0.00	3,975.00	3,975.00	0.00	0.00
82000 SAWENG	SAW Grant Engineering Fees	130,000.00	158,000.00	112,713.50	45,286.50	28.66
82000 SAWSRV	SAW Grant Clean/VAC Field Services	210,000.00	248,000.00	166,625.05	81,374.95	32.81
95800	Professional Fees	26,000.00	26,000.00	13,432.00	12,568.00	48.34
96200	Miscellaneous	0.00	0.00	0.00	0.00	0.00
96300	Refunds to Developers	0.00	0.00	0.00	0.00	0.00
96300 N10THS	Refund to Developer	0.00	0.00	0.00	0.00	0.00
96300 WWKLAV	Refund to Developer	0.00	0.00	0.00	0.00	0.00
96400	Construction Costs	20,000.00	20,000.00	19,760.00	240.00	1.20
96400 ATLSWR	Construction Costs	0.00	0.00	0.00	0.00	0.00
96400 BTRSAN	BTR 2.0 San Sewer Construction Costs	144,000.00	144,000.00	144,000.00	0.00	0.00
96400 N10THS	Construction Costs	0.00	0.00	0.00	0.00	0.00
96400 WWBTR2	Construction Costs	0.00	0.00	0.00	0.00	0.00
96400 WWKLAV	Construction Costs	0.00	0.00	0.00	0.00	0.00
96400 WWMMAIN	Construction Costs	0.00	0.00	0.00	0.00	0.00
96580	Transfer to USDA Sewer Phase 1	163,900.00	163,900.00	163,900.00	0.00	0.00
96590	Transfer to USDA Sewer Phase 2	929,400.00	929,400.00	929,400.00	0.00	0.00
97000	Bond Principal	0.00	0.00	0.00	0.00	0.00
97200	LTD Payment - Balkema	0.00	0.00	0.00	0.00	0.00
97500	Bond Interest	0.00	0.00	0.00	0.00	0.00
99100	Principial Payment - National City	0.00	0.00	0.00	0.00	0.00
99500	Interest Payment - National City	0.00	0.00	0.00	0.00	0.00
99600	Debt Service	130,058.00	130,058.00	130,058.00	0.00	0.00
Total Dept 000 - General		1,843,675.27	1,932,650.27	1,759,142.89	173,507.38	8.98
Total - Function Unclassified		1,843,675.27	1,932,650.27	1,759,142.89	173,507.38	8.98
TOTAL EXPENDITURES		1,843,675.27	1,932,650.27	1,759,142.89	173,507.38	8.98
Fund 490 - Sewer:						
TOTAL REVENUES		1,843,900.00	1,932,875.00	1,302,854.84	630,020.16	32.59
TOTAL EXPENDITURES		1,843,675.27	1,932,650.27	1,759,142.89	173,507.38	8.98
NET OF REVENUES & EXPENDITURES		224.73	224.73	(456,288.05)	456,512.78	13,138.33
Fund 491 - Water						
Revenues						
Function: Unclassified						
Dept 000 - General						
40100	Carryover	315,275.02	351,675.02	351,675.02	0.00	0.00

User: DFARMER

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% Fiscal Year Completed: 49.59

ACCOUNT PROJECT DESCRIPTION	2019		AVAILABLE BALANCE (ABNORMAL) AL	YTD BALANCE 06/30/2019 (ABNORMAL)	% BDGT USED	
	ORIGINAL BUDGET	2019 BUDGET				
Fund 491 - Water						
Revenues						
65000	Mortgage/Contract/SAD/FF	24,000.00	24,000.00	21,876.90	2,123.10	8.85
66400	Interest on Investments	4,000.00	4,000.00	2,685.52	1,314.48	32.86
66600	Interest on Assessments	0.00	0.00	0.00	0.00	0.00
67900	Assessment Revenue	0.00	0.00	0.00	0.00	0.00
68000	Benefit Fees	58,000.00	58,000.00	(19,701.25)	77,701.25	133.97
68100	Curb Box Fees	30,000.00	30,000.00	30,000.00	0.00	0.00
68500	Surcharge	74,000.00	74,000.00	28,335.87	45,664.13	61.71
69000	Water Extension	0.00	0.00	0.00	0.00	0.00
69600	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
69900	Indirect Cost Reimbursement	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - General		505,275.02	541,675.02	414,872.06	126,802.96	23.41
Total - Function Unclassified		505,275.02	541,675.02	414,872.06	126,802.96	23.41
TOTAL REVENUES		505,275.02	541,675.02	414,872.06	126,802.96	23.41
Expenditures						
Function: Unclassified						
Dept 000 - General						
70200	Salaries/Clerical	17,514.08	27,514.08	24,349.02	3,165.06	11.50
71500	Payroll Taxes - FICA	1,339.82	1,339.82	1,097.69	242.13	18.07
72200	Pension Plan	1,401.12	1,401.12	1,276.80	124.32	8.87
75700	Tools & Supplies	0.00	1,700.00	1,700.00	0.00	0.00
80800	Audit Fees	2,500.00	2,500.00	1,050.00	1,450.00	58.00
82000	Engineering Fees	4,000.00	4,000.00	3,484.25	515.75	12.89
82000 WM7TO8	Engineering Fees	0.00	1,400.00	0.00	1,400.00	100.00
82600	Legal Fees	10,000.00	10,000.00	9,970.00	30.00	0.30
87000	Mileage	0.00	1,200.00	1,200.00	0.00	0.00
95100	Water Hook-ups - City of Kalamazoo	0.00	0.00	0.00	0.00	0.00
95800	Professional Fees	26,520.00	26,520.00	13,567.50	12,952.50	48.84
96200	Miscellaneous	17,000.00	4,100.00	4,070.00	30.00	0.73
96300	Refunds to Developer	0.00	35,000.00	35,000.00	0.00	0.00
96400	Construction Costs	20,000.00	20,000.00	19,970.00	30.00	0.15
96400 BTRWTR	BTR 2.0 Water Ext Construction Costs	146,000.00	146,000.00	146,000.00	0.00	0.00
96400 WM7TO8	Construction Water Main 7th to 8th	217,000.00	217,000.00	217,000.00	0.00	0.00
96400 WTRBTR	BTR 2.0 Water Extension Construction Cost	0.00	0.00	0.00	0.00	0.00
96400 WTRIMP	Construction Costs	0.00	0.00	0.00	0.00	0.00
96400 WTRKLA	Construction Costs	0.00	0.00	0.00	0.00	0.00
96600	Curb Box Installations	42,000.00	42,000.00	33,590.93	8,409.07	20.02
Total Dept 000 - General		505,275.02	541,675.02	513,326.19	28,348.83	5.23
Total - Function Unclassified		505,275.02	541,675.02	513,326.19	28,348.83	5.23
TOTAL EXPENDITURES		505,275.02	541,675.02	513,326.19	28,348.83	5.23
Fund 491 - Water:						
TOTAL REVENUES		505,275.02	541,675.02	414,872.06	126,802.96	23.41
TOTAL EXPENDITURES		505,275.02	541,675.02	513,326.19	28,348.83	5.23
NET OF REVENUES & EXPENDITURES		0.00	0.00	(98,454.13)	98,454.13	100.00
Fund 492 - USDA Sewer Phase 1						
Revenues						
Function: Unclassified						
Dept 000 - General						
40100	Carryover	0.00	0.00	0.00	0.00	0.00
67800	Transfer from Sewer	163,900.00	163,900.00	163,900.00	0.00	0.00
68200	Debt Proceeds	8,308,000.00	8,308,000.00	8,308,000.00	0.00	0.00
Total Dept 000 - General		8,471,900.00	8,471,900.00	8,471,900.00	0.00	0.00
Total - Function Unclassified		8,471,900.00	8,471,900.00	8,471,900.00	0.00	0.00
TOTAL REVENUES		8,471,900.00	8,471,900.00	8,471,900.00	0.00	0.00
Expenditures						

User: DFARMER

PERIOD ENDING 06/30/2019

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% Fiscal Year Completed: 49.59

ACCOUNT PROJECT DESCRIPTION	2019		AVAILABLE BALANCE (ABNORMAL) AL	YTD BALANCE 06/30/2019 (ABNORMAL)	% BDGT USED	
	ORIGINAL BUDGET	2019 MENDED BUDGETAL				
Fund 492 - USDA Sewer Phase 1						
Expenditures						
Function: Unclassified						
Dept 000 - General						
80800	Audit Fees	3,500.00	3,500.00	3,500.00	0.00	0.00
82000	Engineering Fees	457,600.00	457,600.00	442,443.95	15,156.05	3.31
82600	Legal Fees	20,000.00	20,000.00	20,000.00	0.00	0.00
96400	Construction Costs	6,582,800.00	6,563,800.00	6,552,864.71	10,935.29	0.17
96400	SANCOA Construction Costs Contract A	0.00	0.00	0.00	0.00	0.00
96400	SANCOB Construction Costs Contract B	0.00	0.00	0.00	0.00	0.00
96500	Transfer to Sewer	0.00	19,000.00	19,000.00	0.00	0.00
Total Dept 000 - General		7,063,900.00	7,063,900.00	7,037,808.66	26,091.34	0.37
Total - Function Unclassified		7,063,900.00	7,063,900.00	7,037,808.66	26,091.34	0.37
TOTAL EXPENDITURES		7,063,900.00	7,063,900.00	7,037,808.66	26,091.34	0.37
Fund 492 - USDA Sewer Phase 1:						
TOTAL REVENUES		8,471,900.00	8,471,900.00	8,471,900.00	0.00	0.00
TOTAL EXPENDITURES		7,063,900.00	7,063,900.00	7,037,808.66	26,091.34	0.37
NET OF REVENUES & EXPENDITURES		1,408,000.00	1,408,000.00	1,434,091.34	(26,091.34)	1.85
Fund 493 - USDA Sewer Phase 2						
Revenues						
Function: Unclassified						
Dept 000 - General						
40100	Carryover	0.00	0.00	0.00	0.00	0.00
67800	Transfer from Sewer	929,400.00	929,400.00	929,400.00	0.00	0.00
68200	Debt Proceeds	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - General		929,400.00	929,400.00	929,400.00	0.00	0.00
Total - Function Unclassified		929,400.00	929,400.00	929,400.00	0.00	0.00
TOTAL REVENUES		929,400.00	929,400.00	929,400.00	0.00	0.00
Expenditures						
Function: Unclassified						
Dept 000 - General						
80800	Audit Fees	0.00	0.00	0.00	0.00	0.00
82000	Engineering Fees	909,400.00	909,400.00	557,650.71	351,749.29	38.68
82600	Legal Fees	20,000.00	20,000.00	20,000.00	0.00	0.00
96400	Construction Costs	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - General		929,400.00	929,400.00	577,650.71	351,749.29	37.85
Total - Function Unclassified		929,400.00	929,400.00	577,650.71	351,749.29	37.85
TOTAL EXPENDITURES		929,400.00	929,400.00	577,650.71	351,749.29	37.85
Fund 493 - USDA Sewer Phase 2:						
TOTAL REVENUES		929,400.00	929,400.00	929,400.00	0.00	0.00
TOTAL EXPENDITURES		929,400.00	929,400.00	577,650.71	351,749.29	37.85
NET OF REVENUES & EXPENDITURES		0.00	0.00	351,749.29	(351,749.29)	100.00
Fund 900 - DDA Fund						
Revenues						
Function: Unclassified						
Dept 001 - Revenue						
40100	Carryover	457,250.00	457,250.00	457,250.00	0.00	0.00
40300	Current Real Property Tax	146,000.00	146,000.00	19,783.35	126,216.65	86.45
47500	Miscellaneous	0.00	0.00	0.00	0.00	0.00
66500	Interest Earned	3,000.00	3,000.00	2,309.25	690.75	23.03
Total Dept 001 - Revenue		606,250.00	606,250.00	479,342.60	126,907.40	20.93

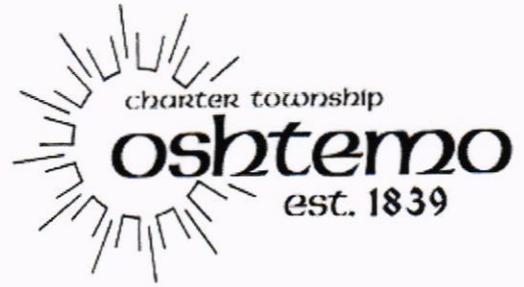
User: DFARMER

PERIOD ENDING 06/30/2019

DB: Oshtemo

% Fiscal Year Completed: 49.59

ACCOUNT PROJECT DESCRIPTION	2019		AVAILABLE BALANCE (ABNORMAL) AL	YTD BALANCE 06/30/2019 (ABNORMAL)	% BDGT USED
	ORIGINAL BUDGET	2019 BUDGETAL			
Fund 900 - DDA Fund					
Revenues					
Total - Function Unclassified	606,250.00	606,250.00	479,342.60	126,907.40	20.93
TOTAL REVENUES	606,250.00	606,250.00	479,342.60	126,907.40	20.93
Expenditures					
Function: Unclassified					
Dept 728 - Economic Development					
70300 Salaries-Staff	2,000.00	2,000.00	1,500.00	500.00	25.00
72800 Supplies	500.00	500.00	500.00	0.00	0.00
73000 Postage	500.00	500.00	500.00	0.00	0.00
80100 Community Events	750.00	750.00	0.00	750.00	100.00
80100 GISPOL Community Events	0.00	0.00	0.00	0.00	0.00
80800 Consultants	20,000.00	20,000.00	20,000.00	0.00	0.00
80800 DDAVTP Consultants	0.00	0.00	0.00	0.00	0.00
80800 NMS9TH Non motorized 9th St.	10,000.00	10,000.00	10,000.00	0.00	0.00
82500 Accounting & Audit Fees	2,000.00	2,000.00	1,150.00	850.00	42.50
82600 Legal Fees	2,000.00	2,000.00	1,940.00	60.00	3.00
90300 Legal Notices	500.00	500.00	470.00	30.00	6.00
93300 Repairs and Maintenance	8,000.00	8,000.00	7,319.11	680.89	8.51
96200 Miscellaneous	0.00	0.00	0.00	0.00	0.00
97500 Capital Outlay/Obligated Projects	480,000.00	10,000.00	10,000.00	0.00	0.00
97500 DDACNR DDA Stadium Corner Project	0.00	470,000.00	454,434.90	15,565.10	3.31
97500 NMSTDM Non motorized Stadium Dr.	80,000.00	80,000.00	72,998.61	7,001.39	8.75
97600 Capital Outlay/Land Acquisition	0.00	0.00	0.00	0.00	0.00
Total Dept 728 - Economic Development	606,250.00	606,250.00	580,812.62	25,437.38	4.20
Total - Function Unclassified	606,250.00	606,250.00	580,812.62	25,437.38	4.20
TOTAL EXPENDITURES	606,250.00	606,250.00	580,812.62	25,437.38	4.20
Fund 900 - DDA Fund:					
TOTAL REVENUES	606,250.00	606,250.00	479,342.60	126,907.40	20.93
TOTAL EXPENDITURES	606,250.00	606,250.00	580,812.62	25,437.38	4.20
NET OF REVENUES & EXPENDITURES	0.00	0.00	(101,470.02)	101,470.02	100.00
TOTAL REVENUES - ALL FUNDS	3,747,165.64	4,083,282.64	6,931,912.28	7,151,370.36	29.69
TOTAL EXPENDITURES - ALL FUNDS	1,868,137.51	2,204,254.51	8,059,756.50	4,144,498.01	18.67
NET OF REVENUES & EXPENDITURES	1,879,028.13	1,879,028.13	1,127,844.22)	3,006,872.35	160.02



Memo

To: Oshtemo Charter Township Board
From: James W. Porter *JWP*
Date: July 2, 2019
Subject: Proposed Fireworks Ordinance

OBJECTIVE

To adopt a Fireworks Ordinance in order to limit fireworks in the Township to only those days specifically permitted under state law.

BACKGROUND

The State of Michigan enacted a state statute, Public Act 256 of 2011, which limits municipalities from prohibiting fireworks on certain days but allows municipalities to adopt ordinances which would prohibit fireworks on any days other than those days permitted under state law.

INFORMATION PROVIDED

I have attached a copy of the proposed Ordinance.

STATEMENT OF WHAT YOU ARE ASKING BOARD TO APPROVE

To approve the Township Fireworks Ordinance for first reading and set for second reading.

OSHTEMO CHARTER TOWNSHIP ORDINANCE NO. ____

Adopted: _____, 2019

Effective: _____, 2019

OSHTEMO CHARTER TOWNSHIP ORDINANCE

An Ordinance to protect the health, safety and general welfare of Oshtemo Charter Township through the regulation of use of fireworks, as provided in PA 256 of 2011 and to repeal all Ordinances or parts of Ordinances in conflict herewith.

THE CHARTER TOWNSHIP OF OSHTEMO

KALAMAZOO COUNTY, MICHIGAN

ORDAINS:

SECTION I. NAME

This Ordinance shall be known and cited as the Oshtemo Charter Township Fireworks Ordinance.

SECTION II. PURPOSE

In the interest of maintaining public health, safety and the general welfare and the comfort and repose of Oshtemo Charter Township residents, Oshtemo Charter Township hereby provides for the regulation and use of fireworks in Oshtemo Charter Township, as provided in PA 256 of 2011, as may be amended, (MCL 28.451, et seq) and repeals all Ordinances or parts of Ordinances in conflict herewith.

SECTION III. DEFINITIONS

For purposes of this Ordinance, the following definitions shall apply:

1. *Articles pyrotechnic*: pyrotechnic devices for professional use that are similar to consumer fireworks in the chemical composition and construction but not intended for consumer use, that meet the weight limits for consumer fireworks but are not labeled as such, and that are classified as UN0431 or UN0432 under 49 CFR 172.101.
2. *APA*: American Pyrotechnics Association.

3. *Consumer fireworks*: fireworks devices that are designed to produce visible effects by combustion, that are required to comply with the construction, chemical composition and labeling regulations promulgated by the United States consumer product safety commission under 16 CFR parts 1500 and 1507, and that are listed in APA standard 87-1, 3.1.2, 3.1.3 or 3.5. Consumer fireworks does not include low-impact fireworks.
4. *Department*: Department of Licensing and Regulatory Affairs (LARA), State of Michigan.
5. *Display fireworks*: large fireworks devices that are explosive materials intended for use in fireworks displays and designed to produce visible or audible effect by combustion, deflagration, or detonation as provided in 27 CFR 555.11, 49 CFR 162 and APA standard 87-1, 4.1.
6. *Firework or fireworks*: any composition or device, except for a starting pistol, a flare gun or a flare, designed for the purpose of producing a visible or audible effect by combustion, deflagration, or detonation. Fireworks consist of consumer fireworks, low-impact fireworks, articles pyrotechnic, display fireworks and special effects.
7. *Low-impact fireworks* means ground and handheld sparkling devices as that phrase is defined under APA standard 87-1, 3.1, 3.1.1.1 to 3.1.1.8 and 3.5.
8. *Minor*: individual who is less than 18 years old.
9. *National holiday*: A national holiday is defined in 5 USC 6103 and includes: New Year's Day (January); Martin Luther King Jr. Day (third Monday in January); Washington's Birthday (third Monday in February); Memorial Day (last Monday in May); Independence Day (July 4); Labor Day (first Monday in September); Columbus Day (second Monday in October); Veterans Day (November 11); Thanksgiving Day (fourth Thursday in November); Christmas Day (December 25).
10. *NFPA*: National Fire Protection Association.
11. *Novelties*: as defined under APA standard 87-1, 3.2, 3.2.1, 3.2.2, 3.2.3, 3.2.4 and 3.2.5. and all of the following:
 - a. Toy plastic or paper caps for toy pistols in sheets, strips, rolls or individual caps containing not more than .25 of a grain of explosive content per cap, in packages labeled to indicate the maximum explosive content per cup.
 - b. Toy pistols, toy cannons, toy canes, toy trick noisemakers, and toy guns in which toy caps as described in the above paragraph are used, that are constructed so that the hand cannot come in contact with the cap when in place for the explosion, and that are not designed to break apart or be separated so as to form a missile by the explosion.
 - c. Flitter sparklers in paper tubes not exceeding 1/8 inch in diameter.
12. *Person*: individual, agent, association, charitable organization, company, limited liability company, corporation, labor organization, legal representative, partnership, unincorporated organization, or any other legal or commercial entity.

13. *Special effects*: a combination of chemical elements or chemical compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical, or thermal effect as in integral part of a motion picture, radio, television, theatrical or opera production or live entertainment.

SECTION IV. NOVELTIES

This Ordinance does not apply to and does not regulate the use of Novelties in Oshtemo Charter Township.

SECTION V. CONSUMER FIREWORKS

Consumer fireworks may be used in Oshtemo Charter Township on the following days beginning at 11 a.m. and ending as set forth below.

- a. December 31 until 1 a.m. on January 1.
- b. The Saturday and Sunday immediately preceding Memorial Day until 11:45 p.m. on each of those days.
- c. June 29 to July 4 until 11:45 p.m. on each of those days.
- d. July 5, if that date is a Friday or Saturday, until 11:45 p.m.
- e. The Saturday and Sunday immediately preceding Labor Day until 11:45 p.m. on each of those days.
- f. Consumer fireworks shall not be used if a burn ban is in effect.
- g. A person shall not ignite, discharge or use consumer fireworks on public property, school property, church property or the property of another person, without that person or organization's express permission to use the consumer fireworks on those premises.
- h. A person shall not use consumer fireworks or low impact fireworks while under the influence of alcoholic liquor, a controlled substance or a combination of alcoholic liquor and a controlled substance.
- i. Consumer fireworks shall only be used in accordance with all applicable local, state and federal laws.

SECTION VI. ARTICLES PYROTECHNIC AND DISPLAY FIREWORKS

1. The Township Board may permit articles pyrotechnic, display fireworks and special effect fireworks in Oshtemo Charter Township, pursuant to the provisions of MCL 28.451, *et seq* and this Ordinance.
2. Any person wishing to conduct an articles pyrotechnic, display fireworks or special effects display shall, at least 45 days prior to any display, submit an application on a form furnished by the Township, pay the required fee and shall secure permission from the Township Board prior to any such fireworks display.

3. The site plan of the area where the articles pyrotechnic, display fireworks or special effects display is to be conducted shall be submitted with the application. The site plan shall set forth all structures in the area and within the discharge site fallout area. The site plan shall furthermore set forth the distance separating any fireworks and any spectator viewing areas. All site plans shall be forwarded to the Fire Chief and/or his designated alternate for approval, including any recommended conditions, prior to coming before the Township Board for its approval.
4. A copy of any required state or federal permit for the fireworks display shall be submitted with the application.
5. Proof of insurance conforming the requirements of this Ordinance and PA 256 of 2011, as amended, shall be submitted with the application.
6. The application shall include information as to the competency and qualifications of the fireworks display operators, as required by NFPA 1123.
7. The Township Board shall approve an application for an articles pyrotechnic, display fireworks or special effects display if it finds that all of the following standards are satisfied:
 - a. The application and accompanying documentation are complete and conforms to the requirements of this Ordinance.
 - b. The operator of the fireworks display is competent and qualified to conduct the fireworks display, per NFPA 1123.
 - c. The Fire Chief or his/her designated alternate has approved the application and site plan.
 - d. The fireworks display will not have an adverse effect upon public safety.
 - e. The time, duration, location of the fireworks or special effects display will not, due to noise and other factors, unreasonably disturb the peace of persons residing within the vicinity or otherwise violate the Township's Nuisance Abatement Ordinance.
 - f. The Township Board, in approving an application hereunder, shall have the authority to impose such conditions as it determines in its sole reasonable discretion are necessary to assure that the fireworks display will satisfy the above standards.
8. Requirements and Restrictions
 - a. The person conducting the fireworks display shall follow NFPA 1123 for fireworks display and/or the Township requirements set forth herein, whichever are more restrictive.
 - b. A minimum safe area of 250 feet radius, plus an additional 70 feet radius for each inch by which the fireworks shell exceeds 3 inches in diameter shall be required. The Township Board shall have the authority to grant a variance from this requirement where it determines in its sole reasonable discretion that, given 1) the nature of the subject site, 2) the nature of the surrounding area and/or 3) the nature of the proposed fireworks display, that a variance will

not have a material adverse impact on public safety. In no event, however, shall the applicant fail to comply with the minimum requirements of NFPA 1123.

- c. The applicant shall maintain personal injury liability insurance/property damage liability insurance in the amount of \$1,000,000 for each event. The Township shall be named as an additional insured on the insurance policy.
- d. The Township Board shall not issue a permit to a nonresident person until the person has appointed in writing a member of the state bar or a resident agent to be the person's legal representative upon whom all process in an action or proceeding against the person may be served.
- e. The applicant shall be responsible for all shells being fired. In the event one or more of the shells does not explode, the applicant shall secure the area until the unexploded shell(s) is found and properly disposed of.
- f. The consumption of alcohol immediately prior to and during the fireworks display by any person involved in conducting the display is prohibited.
- g. A fireworks display conducted hereunder shall conform with all specifications set forth in the approved application and site plan, as well as with any conditions imposed by the Township Board in granting such approval.
- h. The applicant shall cause the site of the fireworks display to be cleaned up within 24 hours after the fireworks display has ended.
- i. A permit is not transferable and shall not be granted to a minor.

SECTION VII. SANCTIONS

Any person that violates any provision of this Ordinance shall be deemed responsible for a municipal civil infraction and fined \$1,000.00 for each violation with \$500.00 of the fine being paid to local law enforcement responsible for enforcing the Ordinance.

In addition, the Township shall have the right to proceed in any court of competent jurisdiction for the purpose of obtaining an injunction, restraining order or other appropriate remedy to compel compliance with this Ordinance. Each day that a violation of this Ordinance continues to exist shall constitute a separate violation of this Ordinance.

SECTION VIII. SEVERABILITY

Should any section, clause or provision of this Ordinance be declared to be invalid by a court of competent jurisdiction, the same shall not affect the validity of the Ordinance as a whole or any other part thereof other than the parts so declared to be invalid.

SECTION IX. REPEAL OF CONFLICTING ORDINANCES

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION X. EFFECTIVE DATE

This Ordinance shall take effect 30 days after publication following its adoption.

DUSTY FARMER, CLERK
OSHTEMO CHARTER TOWNSHIP