

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

**December 13th, 2022**

Refer to [Township Board Agenda Packet](#) page 3 for Virtual Meeting Information

**REGULAR MEETING  
6:00 P.M.  
AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Public Comment on Non-Regular Session Items

**WORK SESSION ITEMS**

4. Discussion on Solar Project for Fire Station Two
5. Discussion on 2023 Organization Review
6. Other Updates & Business

**BREAK (Time Permitting) – 7:05 P.M.**

**REGULAR SESSION ITEMS – 7:15 P.M.**

7. Consent Agenda
  - a. Approve Minutes – November 29th, 2022
  - b. Receipts & Disbursements Report
  - c. Board/Committee Appointments
  - d. Budget Amendments - Draft
  - e. Job Description Amendments
  - f. 2023 Cemetery Fees
  - g. Ordinance 407 Amendments (MERS Benefit) – Second Reading
8. Consideration of 2023 Poverty Exemption Standards
9. Consideration of 2023 Budget Amendments for General, Fire, & Sewer Funds
10. Consideration of Sewer Capital Improvement Plan
11. Public Hearing – Liquor License Application (Speakeasy Golf)
12. Public Comment
13. Board Member Comments

**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](mailto: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 a.m. – 5:00 p.m., and on Friday, 8:00 a.m. – 1:00 p.m. Additionally, questions and concerns are accepted at all hours through the website contact form found at [www.oshtemo.org](http://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](mailto:oshtemo@oshtemo.org) and it will be directed to the appropriate person.

<b>Oshtemo Township Board of Trustees</b>		
<b><u>Supervisor</u></b>		
Libby Heiny-Cogswell	216-5220	<a href="mailto:libbyhc@oshtemo.org">libbyhc@oshtemo.org</a>
<b><u>Clerk</u></b>		
Dusty Farmer	216-5224	<a href="mailto:dfarmer@oshtemo.org">dfarmer@oshtemo.org</a>
<b><u>Treasurer</u></b>		
Clare Buszka	216-5260	<a href="mailto:cbuszka@oshtemo.org">cbuszka@oshtemo.org</a>
<b><u>Trustees</u></b>		
Cheri Bell	372-2275	<a href="mailto:cbell@oshtemo.org">cbell@oshtemo.org</a>
Kristin Cole	375-4260	<a href="mailto:kcole@oshtemo.org">kcole@oshtemo.org</a>
Zak Ford	271-5513	<a href="mailto:zford@oshtemo.org">zford@oshtemo.org</a>
Kizzy Bradford	375-4260	<a href="mailto:kbradford@oshtemo.org">kbradford@oshtemo.org</a>

<b>Township Department Information</b>			
<b><u>Assessor:</u></b>			
Kristine Biddle	216-5225	<a href="mailto:assessor@oshtemo.org">assessor@oshtemo.org</a>	
<b><u>Fire Chief:</u></b>			
Greg McComb	375-0487	<a href="mailto:gmccomb@oshtemo.org">gmccomb@oshtemo.org</a>	
<b><u>Ordinance Enforcement:</u></b>			
Rick Suwarsky	216-5227	<a href="mailto:rsuwarsky@oshtemo.org">rsuwarsky@oshtemo.org</a>	
<b><u>Parks Director:</u></b>			
Karen High	216-5233	<a href="mailto:khigh@oshtemo.org">khigh@oshtemo.org</a>	
Rental Info	216-5224	<a href="mailto:oshtemo@oshtemo.org">oshtemo@oshtemo.org</a>	
<b><u>Planning Director:</u></b>			
Iris Lubbert	216-5223	<a href="mailto:ilubbert@oshtemo.org">ilubbert@oshtemo.org</a>	
<b><u>Public Works Director:</u></b>			
Anna Horner	216-5228	<a href="mailto:ahorner@oshtemo.org">ahorner@oshtemo.org</a>	

## Zoom Instructions for Participants

### Before a videoconference:

1. You will need a computer, tablet, or smartphone with a speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. If you are going to make a public comment, please use a microphone or headphones with a microphone to cut down on feedback, if possible.
3. Details, phone numbers, and links to videoconference or conference call are provided below. The details include a link to “**Join via computer**” as well as phone numbers for a conference call option. It will also include the 11-digit Meeting ID.

### To join the videoconference:

1. At the start time of the meeting, click on this link to [join via computer](#). You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without the link by going to [join.zoom.us](#) on any browser and entering this Meeting ID: **838 0354 9481**

If you are having trouble hearing the meeting or do not have the ability to join using a computer, tablet, or smartphone then you can join via conference call by following instructions below.

### To join the conference by phone:

1. On your phone, dial the teleconferencing number: **1-929-205-6099**
2. When prompted using your touchtone (DTMF) keypad, enter the Meeting ID number: **838 0354 9481#**

### Participant controls in the lower-left corner of the Zoom screen:



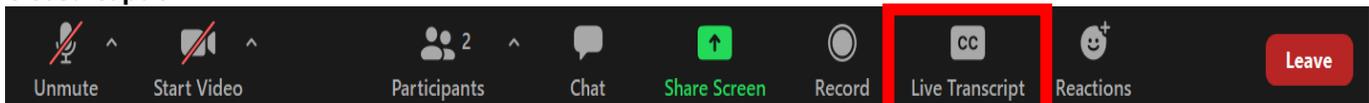
Using the icons at the bottom of the Zoom screen, you can (some features will be locked to participants during the meeting):

- Participants – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand. **This will be used to indicate that you want to make a public comment.**
- Chat – opens pop-up screen that allows participants to post comments during the meeting.

If you are attending the meeting by phone, to use the “Raise Hand” feature **press \*9 on your touchtone keypad.**

Public comments will be handled by the “Raise Hand” method as instructed above within Participant Controls.

### Closed Caption:



### Turn on Closed Caption:

Using the icons at the bottom of the Zoom screen:

1. Click on the “Live Transcription” button.
2. Then select “Show Subtitle”.

This page left intentionally blank for printing purposes.

# SERVICE CONTRACT

SERVICE PROVIDER  
HELIOS SOLAR INVESTMENTS LLC  
248 WEST MICHIGAN AVE  
KALAMAZOO, MI 49007

Service Recipient	Charter Township of Osthemo
Address	7275 West Main Street
Term of Service Contract	25 Years
Beginning Date	January 1, 2023
Ending Date	December 31, 2047
Alternative Energy Facility	Photovoltaic Electricity Generation System with a nominal nameplate capacity of 73.8 kW DC-STC located at 3500 S 6 <sup>th</sup> St, Kalamazoo, MI 49009
Initial Payment per kWh	\$0.135 per kWh
Service Contract Escalator	4% (Annual Rates are specified in Attachment A)

## SERVICE CONTRACT TERMS AND CONDITIONS

1. Helios Solar Investments LLC hereby agrees to provide the service of operation of said Alternative Energy Facility described above to the Charter Township of Osthemo (hereinafter "Service Recipient"), for the term and payments set forth above, to commence on said Beginning Date.

2. At the conclusion of each calendar quarter, Helios Solar Investments LLC will deliver an Invoice to said Service Recipient. The amount due for each calendar quarter shall be the current "Payment Amount per kWh" for the number of kWh's produced by said Alternative Energy Facility as measured and reported to the Enphase Enlighten website established for said Alternative Energy Facility.

3. Helios Solar Investments LLC is solely responsible for the design, installation, construction, operation and maintenance of said Alternative Energy Facility during the term of this Service Contract. It is understood that Helios Solar Investments LLC (1) is the sole owner of said Alternative Energy Facility, (2) is in complete control of said Alternative Energy Facility, and (3) is deemed to be in the physical possession of said Alternative Energy Facility.

4. Service Recipient shall grant access as reasonably necessary for Helios Solar Investments LLC and/or its vendor, Helios Solar LLC, or other authorized subcontractors, to install, construct, maintain and operate said Alternative Energy Facility. Helios Solar Investments LLC shall have the right to restrict access to those areas and equipment as is necessary for safety purposes, including the right to post warning signage as is reasonably appropriate.

5. Helios Solar Investments LLC shall require its vendor, Helios Solar LLC, or other authorized subcontractors, to obtain all appropriate and necessary state and local permits related to the Alternative Energy Facility and shall comply with all federal, state, and local laws related to the Alternative Energy Facility and installation or operation thereof. Helios Solar Investments LLC is obligated to repair any damages to the premises of Service Recipient caused by the installation, operation or maintenance of said Alternative Energy Facility.

6. Helios Solar Investments LLC shall install network enabled monitoring equipment to measure the output of said Alternative Energy Facility to the Enphase Enlighten website and shall make the data produced by said equipment available online to Service Recipient without additional charge.

7. As the owner of said Alternative Energy Facility, Helios Solar Investments LLC is obligated to obtain and pay for its own insurance for loss coverage applicable to said Alternative Energy Facility.

8. Service Recipient is a governmental entity exempt from all real or personal property taxes or any other taxes that might be levied on the said Alternative Energy Facility, or as a result of the electricity generated by said Alternative Energy Facility. Service Recipient agrees to exempt Helios Solar Investments LLC from the assessment for any or all real or personal property taxes under the Michigan General Property tax Act.

9. It is understood that Helios Solar Investments LLC is intended to be the sole beneficiary of any income tax incentives and benefits related to said Alternative Energy Facility and specifically intends to apply for and receive the Investment Tax Credit for said Alternative Energy Facility. Service Recipient agrees that it will execute any documents reasonably requested to implement said understanding.

10. It is the mutual understanding of the parties that the operation of said Alternative Energy Facility will reduce the actual cost that Service Recipient would have otherwise paid to purchase electricity from Consumers Energy. Said reduction of purchases from Consumers Energy by Service Recipient shall hereafter be described by the term "Avoided Cost". If during any calendar year, the Avoided Cost realized by Service Recipient is less than the payments made pursuant to this Service Contract, Service Recipient shall be entitled to a credit for said difference to be realized by reduction of the payments due for the following calendar year.

11. After said Alternative Energy Facility has been in operation for five (5) years, Service Recipient shall have the option to purchase said Alternative Energy Facility from Helios Solar Investments LLC for its fair market value. The schedule contained in Attachment B specifies the agreed fair market value for years 6 through 15. Service Recipient may exercise the option to purchase by written notice to Helios Solar Investments LLC during the month of September of each year with the closing of the transaction to take place on the last business day of the respective year. The obligation of Service Recipient to make quarterly payments to Helios Solar Investments LLC for the kWh's of electricity produced by said Alternative Energy Facility will terminate upon the purchase of said Alternative Energy Facility by Service Recipient.

12. If any quarterly payment is 10 days or more late, Service Recipient will be obligated to pay a Late Charge of 1.5% per month until paid. In addition to any and all remedies allowed at law, if the Service Recipient shall fail to pay any of the monthly payments when due, provided Service Recipient has been given ten (10) days' notice and an opportunity to cure said nonpayment during an additional ten (10) day period and has still failed to pay, Helios Solar Investments LLC shall have the right to enter upon Service Recipient's premises to remove said Alternative Energy Facility.

13. At the end of the original term of this Service Contract or any automatic extension, if said Photovoltaic Electricity Generation System is functioning satisfactorily, this Service Contract shall automatically renew for an additional period of five (5) years unless either party notifies the other party in writing of a decision to reject automatic renewal. Notice of the decision to reject automatic renewal can be delivered at any time prior to the commencement of each individual automatic renewal.

14. At the termination of this Service Contract, Helios Solar Investments LLC shall remove said Alternative Energy Facility at its sole expense, and repair any damages caused by such removal.

15. This Service Contract constitutes the entire agreement of the parties with respect to the subject matter thereof, and may not be changed or modified except in writing. This Service Contract shall be binding upon and inure to the benefit of the legal representatives, successors and assigns of the parties hereto.

16. Any notice to a party hereunder shall be sufficiently given if mailed to said party by first class mail at the addresses set forth above or such other mail or email addresses as either may designate in writing.

17. This Service Contract shall be governed by the laws of the State of Michigan. No provision hereof which may be construed as unenforceable shall in any way invalidate any other provision, all of which shall remain in full force and effect.

WE UNDERSIGNED AGREE TO ALL OF THE TERMS AND CONDITIONS SET FORTH ABOVE.

SERVICE PROVIDER  
Helios Solar Investments LLC

SERVICE RECIPIENT  
Charter Township of Osthemo

By: Connor T. Field  
Chief Executive Officer

By: (Name)  
(Title)

Date:

Date:

This page left intentionally blank for printing purposes.

ATTACHMENT A  
ESCALATOR SCHEDULE

		Payment per kWh rate
Year	Starting Payment	
1	January 1, 2023	\$0.1350
2	January 1, 2024	\$0.1404
3	January 1, 2025	\$0.1460
4	January 1, 2026	\$0.1518
5	January 1, 2027	\$0.1579
6	January 1, 2028	\$0.1642
7	January 1, 2029	\$0.1708
8	January 1, 2030	\$0.1776
9	January 1, 2031	\$0.1847
10	January 1, 2032	\$0.1921
11	January 1, 2033	\$0.1998
12	January 1, 2034	\$0.2078
13	January 1, 2035	\$0.2161
14	January 1, 2036	\$0.2247
15	January 1, 2037	\$0.2337
16	January 1, 2038	\$0.2431
17	January 1, 2039	\$0.2528
18	January 1, 2040	\$0.2629
19	January 1, 2041	\$0.2734
20	January 1, 2042	\$0.2844
21	January 1, 2043	\$0.2958
22	January 1, 2044	\$0.3076
23	January 1, 2045	\$0.3199
24	January 1, 2046	\$0.3327
25	January 1, 2047	\$0.3460

ATTACHMENT B  
OPTION TO PURCHASE

Year	Closing Date	Option Price
6	December 31, 2028	\$135,453
7	December 31, 2029	\$128,323
8	December 31, 2030	\$121,194
9	December 31, 2031	\$114,065
10	December 31, 2032	\$106,936
11	December 31, 2033	\$99,807
12	December 31, 2034	\$92,678
13	December 31, 2035	\$85,549
14	December 31, 2036	\$78,420
15	December 31, 2037	\$71,291

OSHTEMO BOARDS (formal)

\*Bold Font Indicates Proposed Changes. Others are Elected or Continuing

Effective Dec 13th, 2022

TITLE	Members	Dates	Term/End Date	
Board of Review	<b>Fred Gould</b>	<i>March, July, &amp; December</i>	<b>12.31.2024</b>	
<i>Two Year Term, Start Jan 1, Odd Years</i>	<b>Kitty Gelling</b>		<b>12.31.2024</b>	
	<b>Neil Sikora</b>		<b>12.31.2024</b>	
	<b>Wiley Boulding (Alternate)</b>		<b>12.31.2024</b>	
	<b>Harry Jachym (Alternate)</b>		<b>12.31.2024</b>	
	Libby Heiny-Cogswell			
	Kristine Biddle (Staff)			
CCTA (Public Transit)	Dusty Farmer			
Corridor Improvement Authority (SoDA)	<b>OPEN (Resident of SoDA Area)</b>	<i>June &amp; December, noon</i>	12.31.2023	
<i>5 to 9 members</i>	Joe Gesmundo, AVB (Developer)		12.31.2024	
<i>Majority with ownership or bus int</i>	Dale Deleeuw (County Rep)	<i>(appointed by County per agreemnt)</i>	<b>12.31.2024</b>	
<i>At least 1 resident (w/in 1/2 mile)</i>	Corey Ashley, Grp. Mktg. Cvcs., (Business Rep)		12.31.2025	
<i>Four year term staggered terms</i>	Kelly Bringman, Nottingham Apts. (Mgr)		12.31.2025	
	<b>Dennis Patzer, At Large (School Admin)</b>		<b>12.31.2026</b>	Yes 11/30
	<b>Theresa Spurr, (Spurr Dental)</b>		<b>12.31.2026</b>	yes 11/30
	Libby Heiny-Cogswell (TB Liason)			
	Iris Lubbert (Staff)			
Dangerous Building Hearing Officer	Dave Breytone	<i>Supervisor appointment</i>		
DDA (9-13 Members)	Stephen Dallas (Interest)	<i>3rd Thurs, every other</i>	12.31.2025	
<i>9-13 Members</i>	Grant Taylor (At Large)	<i>month, starting Jan, noon</i>	12.31.2025	
<i>Majority with ownership or bus int</i>	Dick Skalski (At Large)		12.31.2024	
<i>At least 1 resident (w/in 1/2 mile)</i>	Ryan Winfield (Resident/Interest)		12.31.2024	
<i>Four year term staggered terms</i>	Themi Corakis (Interest)		12.31.2023	
	Rich MacDonald (Interest)		12.31.2023	
	Tom Sowell (KPL Rep; Interest)		12.31.2026	
	<b>Bill Cekola (Interest)</b>		<b>12.31.2026</b>	lft msg 11/30
	Libby Heiny-Cogswell (Twp Supervisor)			
	Iris Lubbert (Staff)			
Environmental Board	Chad Hughson	<i>As needed</i>	12.31.2023	
<i>Three Year Terms</i>	<b>Steve Malcolm</b>		<b>12.31.2025</b>	email 11/30
	Neil Sikora		12.31.2024	

OSHTEMO BOARDS (formal)

\*Bold Font Indicates Proposed Changes. Others are Elected or Continuing

Effective Dec 13th, 2022

TITLE	Members	Dates	Term/End Date	
Oshtemo Election Commission	Dusty Farmer	<i>As needed</i>	12.8.2020 to 11.20.2024	
	Clare Buszka (Treasurer)			
	Zak Ford			
Friends of the Parks <i>Two Year Term</i>	Bruce Dannenhauer	<i>Monthly, 2nd Thursday, 1 pm</i>	12.31.2023	
	Jan Gibes		12.31.2023	
	Dennis Patzer		12.31.2023	
	<b>Deb Everett</b>		<b>12.31.2024</b>	
	<b>David Walch</b>		<b>12.31.2024</b>	
	<b>Kathy Fretz</b>		<b>12.31.2024</b>	
	Cheri Bell (TB Liason)		<b>12.31.2024</b>	
Joint Boards Meetings	Township Board	<i>3rd Tuesday, 6 pm, Twice Annually</i>		
	Zoning Board of Appeals			
	DDA & SoDA			
	Friends of the Parks			
	Iris Lubbert (Staff)			
SMBA (Southwest Michigan Building Authority) Supervisor, Clerk, Treasurer	Cheri Bell			
	Dusty Farmer			
KATS Policy (Kalamazoo Area Transportation Study (2 votes)	Libby Heiny-Cogswell (Primary)	<i>Monthly, 4th Wed, 9 am</i>		
	<b>Cheri Bell (Alternate)</b>			
KATS Technical (2 votes)	Iris Lubbert or Colten Hutson (Planning Staff)	<i>Monthly, 2nd Thursday, 9 am</i>		
	Anna Horner or Zach Pierson (Public Works Staff)			
Kalamazoo Regional Water & Wastewater Commission	Libby Heiny-Cogswell, Regional Chair			
	Dusty Farmer (Alternate )			
	Jim Porter (Staff)			
Planning Commission <i>Three Year Term</i>	Alistair Smith	<i>2nd &amp; 4th Thursday, 6 pm</i>	12.31.2023	1st term
	Micki Maxwell	<i>(&amp; any special meetings)</i>	12.31.2023	2nd term
	Anna Versalle		12.31.2024	1st Term
	Deb Everett		12.31.2024	Partial
	<b>Phill Doorlag</b>		<b>12.31.2025</b>	1st term
	<b>Scot Jeffries</b>		<b>12.31.2025</b>	2nd term
	<b>Zak Ford (TB Liason)</b>			
Iris Lubbert (Staff)				

TITLE	Members	Dates	Term/End Date	
	Jim Porter (Staff Attorney)			
Public Media Network	Lisa Godfrey (Citizen Rep)			
	Clare Buszka (Board Rep)			
Township Board	Libby Heiny-Cogswell (Supervisor)			
	Dusty Farmer (Clerk)			
	Clare Buszka (Treasurer)			
	Kizzy Bradford, Trustee			
	Cheri Bell, Trustee			
	Zak Ford, Trustee			
	Kristin Cole, Trustee			
	Jim Porter (Staff Attorney)			
	Anna Horner, Public Utilities Dir.			
Zoning Board of Appeals	Louis Williams	<i>4th Tues, 3 pm</i>	12.31.2024	1st term
<i>Three Year Terms</i>	<b>Fred Gould (Partial Term)</b>		<b>12.31.2025</b>	1st Term
	Anita Smith (Vice Chair)		12.31.2023	1st Term
	<b>Harry Jachym (1st Alternate)</b>		<b>12.31.2025</b>	Partial
	<b>Rick Everett (2nd Alternate)</b>		12.31.2024	Partial
	Micki Maxwell (PC Liason)			
	Dusty Farmer (TB Liason)			
	Iris Lubbert (Staff)			
	Jim Porter (Attorney)			

\*Bold Font Indicates Proposed Changes. Others are Continuing

TITLE	Members	Dates	Term/End Date
Board & Committee	Libby Heiny-Cogswell	<i>As needed</i>	
Appointments	Cheri Bell		
	Dusty Farmer		
Buildings and Grounds	Libby Heiny-Cogswell	<i>Quarterly @ 8:00 a.m.</i>	
	Dusty Farmer, TB		
	Carl Benson (Resident)		
	Rick Everett (Resident)		
	Greg McComb (Staff)		
	Greg Fountain (Staff)		
Capital Improvement (CIC)	Zak Ford, TB	<i>Quarterly, Jan, Apr, July, Oct</i>	
	Libby Heiny-Cogswell, TB	<i>3rd Tues. @ 1pm</i>	
	Clare Buszka (TB)		
	Tim Mallett (Resident)		
	<b>Ken Hudok (Resident)</b>		
	Bernie Mein (Resident/retired builder)		
	Anna Horner (Staff)		
	Zach Pierson (Staff)		
HARC (Hardship Advisory Review Committee); 3 year, staggered terms	Fred Gould (BOR)		12/31/2024
	<b>Jeff Parson (Resident-at-large)</b>		12/31/2025
	Neil Sikora (BOR)		12/31/2023
	Clare Buszka (TB Treasurer)		TermofOffice
	Libby Heiny-Cogswell (TB Supervisor)		TermofOffice
Records Management	Dusty Farmer, Chair (Clerk)		
	Anna Horner (Staff)		
	Greg McComb (Fire Chief)		
	(Clerk Staff)		

\*Bold Font Indicates Proposed Changes. Others are Continuing

TITLE	Members	Dates	Term/End Date
	Jon Gibson (Staff)		
	Iris Lubbert (Staff)	<i>As Needed</i>	
	Karen High (Staff)	<i>As Needed</i>	
	Libby Heiny-Cogswell (TB; Ex Officio)	<i>As needed</i>	
IT Committee	Anna Versalles (Resident)		
	Marc Elliott (Staff)		
	Scott Fuller (Staff)		
	Jon Gibson (Staff)		
"Legislative Breakfast"	Open to Entire Board	<i>Quarterly</i>	
	(Southwest Michigan First/Chamber)	<i>8am - 9am</i>	
Kalamazoo Brownfield Authority	Iris Lubbert (Staff)	<i>4th Thursday of each Month @ 3:00pm</i>	
Kalamazoo County Transit Authority	Dusty Farmer, Attendee	<i>2nd &amp; 4th Monday, 5:30 p.m.</i>	
HR (Human Resources)	Libby Heiny-Cogswell, TB, Personnel Director	<i>As Needed</i>	
<i>Board Work Group</i>	<b>Clare Buszka, TB</b>		
	Cheri Bell, TB		
	Sara Fiester (HR)		
Parks	Libby Heiny-Cogswell, TB	<i>3rd Thursday @ 7:30 a.m.</i>	
	Cheri Bell, TB		
	<b>Zak Ford, TB</b>		
	Deb Everett, Resident		
	Paul Sotherland (At Large)		
	Karen High (Staff)		
Police	Libby Heiny-Cogswell, TB	<i>Quarterly as needed</i>	
	Kristin Cole, TB		
	Zak Ford, TB		
	Greg McComb (Staff)		
	Jack Shepperly (Staff Police Specialist)		
	Louis Parker III (Resident)		

\*Bold Font Indicates Proposed Changes. Others are Continuing

TITLE	Members	Dates	Term/End Date
	Malcolm Blair (Resident)		
	Jim Taylor (Resident)		
	Deb Everett (Resident)		
	Jim Porter (Staff Attorney)		
Safety	Greg McComb, Fire (Staff)	<i>As needed</i>	
	Sara Feister, HR, Safety Coordinator (Staff)		
	Rod Rought, Ordinance Enforcement (Staff)		
	Greg Fountain, Maintenance (Staff)		
	Jon Gibson, IT (Staff)		
	Kyle Gibson (SMBA, tenant)		
	Libby Heiny-Cogswell, Superviosr, Ex Officio		
Sunshine	Sally Higgins		
<i>Manage voluntary contributions from staff to recognize employee life events (determined by Staff within the Sunshine Fund, not TB)</i>	Linda Potok		
	Clare Buszka, Treasurer		
	Sara Feister (Staff)		
Wellhead Protection Team	Iris Lubbert/Colten Hutson (Staff)	<i>Quarterly (approx)</i>	
Fire Department Strategic Planning Committee	Greg McComb (Fire Chief, Chair)	<i>TBD</i>	
Established 7.2022	Eric Burghart (Captain)		
	Erin Phillips (Fire Dept Administrative Asst)		
	Fire Staff (As needed)		
	Deb Everett (Resident)		
	Jared Klajnbart (Resident)		
	Themis Corakis (Business Owner)		
	Clare Buszka (TB Member)		
	Libby Heiny-Cogswell (TB Member, Ex Officio)		

### Budget Amendment Requests

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
12/1/2022	Karen High	Parks	107-756-82500	Accounting & Audit	\$ 250.00	107-756-80800	Consultant	\$ 250.00	We are close to going over budget on Accounting and Audit fees. Additional funds needed to close out end of year.	Yes	Yes
			<b>Total</b>			<b>\$ 250.00</b>	<b>Total</b>				

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
12/5/2022	McComb	Fire Equipment	211-344-98000	Capital Outlay	\$ 21,740.21	211-001-40100	Carryover	\$ 21,740.21	Ordered gear washer in 2022, installation took longer than expected. Gear washer will arrive January 4th 2023. Moving funds for use in 2023.	Yes	No
			<b>Total</b>			<b>\$ 21,740.21</b>	<b>Total</b>				

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
12/5/2022	McComb	Fire Equipment	211-344-98100	Capital Outlay	\$ 4,000.00	211-344-98100	Capital Outlay	\$ 4,000.00	Tool box and cabinets for utility room. NO NEW MONEY REQUESTED.	No	Yes
			<b>Total</b>			<b>\$ 4,000.00</b>	<b>Total</b>				

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
12/7/2022	Farmer	General	101-110-96525	Cemetery Transfer	\$ 5,000.00	101-001-40100	Carryover	\$ 5,000.00	2021 Cemetery Maintenance Transfer needs to be completed in 2022.	Yes	No
			<b>Total</b>			<b>\$ 5,000.00</b>	<b>Total</b>				

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
12/7/2022	Farmer	General	101-191-70210	Election Worker	\$ 100.00	101-001-40100	Carryover	\$ 100.00	Additional training pay that was not included in last election payroll.	Yes	No
			<b>Total</b>			<b>\$ 100.00</b>	<b>Total</b>				

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
12/8/2022	Feister/Farmer	General	101-171-72200	Pension	\$ 12,010.00	101-001-40100	Carryover	\$ 22,546.00	Request to fulfill payroll for balance of 2022. (Annual budget and mid-year budget amendments for salary adjustments appear reason). CPA also recommends BAs for end-of-year accounting for pension match CO journal corrections. Note: next year pension match will occur per each payroll.	Yes	No
			101-173-70200	Salary	\$ 3,141.00						
			101-173-72200	Pension	\$ 2,922.00						
			101-174-72200	Pension	\$ 4,473.00						
			<b>Total</b>								

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
12/8/2022	Feister/Farmer	General	101-201-70200	Salary	\$ 716.00	101-001-40100	Carryover	\$ 2,665.00	Request to fulfill payroll for balance of 2022. (Annual budget and mid year budget amendments for salary adjustments appear reason).	Yes	No
			101-201-71500	Taxes	\$ 136.00						
			101-209-70200	Salary	\$ 1,813.00						
			<b>Total</b>								

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
12/8/2022	Feister/Farmer	General	101-209-71500	Taxes	\$ 57.00	101-001-40100	Carryover	\$ 17,060.00	Request to fulfill payroll for balance of 2022. (Annual budget and mid-year budget amendments for salary adjustments appear reason). CPA also recommends BAs for end-of-year accounting for pension match CO journal corrections. Note: next year pension match will occur per each payroll.	Yes	No
			101-209-72200	Pension	\$ 4,926.00						
			101-249-72200	Pension	\$ 1,870.00						
			101-250-70200	Salary	\$ 10,207.00						
			<b>Total</b>								

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			

12/8/2022	Feister/Farmer	General	101-250-71500	Taxes	\$ 1,202.00	101-001-40100	Carryover	\$ 15,558.00	Request to fulfill payroll for balance of 2022. (Annual budget and mid-year budget amendments for salary adjustments appear reason). CPA also recommends BAs for end-of-year accounting for pension match CO journal corrections. Note: next year pension match will occur per each payroll.	Yes	No
			101-250-72200	Pension	\$ 9,692.00						
			101-506-70200	Salary	\$ 4,490.00						
			101-506-71500	Taxes	\$ 174.00						
			<b>Total</b>	\$ 15,558.00		<b>Total</b>	\$ 15,558.00				

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
12/8/2022	Feister/Farmer	General	101-506-72200	Pension	\$ 6,951.00	101-001-40100	Carryover	\$ 17,528.00	Request to fulfill payroll for balance of 2022. (Annual budget and mid year budget amendments for salary adjustments appear reason).	Yes	No
			101-805-70200	Salary	\$ 9,548.00						
			101-805-71500	Taxes	\$ 1,029.00						
						<b>Total</b>	\$ 17,528.00	<b>Total</b>			

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
12/8/2022	Feister/Farmer	General/Parks	101-805-72200	Pension	\$ 4,795.00	101-001-40100	Carryover	\$ 4,795.00	Request to fulfill payroll for balance of 2022. (Annual budget and mid year budget amendments for salary adjustments appear reason).	Yes	No
			107-756-71500	Taxes	\$ 191.00	107-001-40100	Carryover	\$ 889.00			
			107-756-72200	Pension	\$ 698.00						
						<b>Total</b>	\$ 5,684.00	<b>Total</b>			

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
12/8/2022	Feister/Farmer	Fire	206-336-70300	Stat Overtime	\$ 7,248.00	206-001-40100	Carryover	\$ 44,643.00	Overtime is variable. Request is for more than will likely be needed, but this is the last opportunity for adjustment.	Yes	No
			206-336-70310	Con Overtime	\$ 14,856.00						
			206-336-72200	Pension	\$ 22,539.00						
						<b>Total</b>	\$ 44,643.00	<b>Total</b>			

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
12/9/2022		General Fund							Request to adjust outside legal counsel for 4th quarter work.	Yes	No
						<b>Total</b>	\$ -	<b>Total</b>			

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
			<b>Total</b>	\$ -	<b>Total</b>	\$ -					

# Memorandum

**Date:** 13 December 2022  
**To:** Township Board  
**From:** Sara Feister, HR/Benefit Coordinator  
**Subject:** Deputy Fire Chief Job Description Revision

---



## **Objective**

Requesting Board consideration to approve the proposed revisions to the Deputy Fire Chief job description.

## **Background**

We are working to begin staffing activities to fill the open Deputy Fire Chief position. The Deputy Fire Chief job description was reviewed by Chief McComb and there are some requested revisions.

## **Attachments**

- Deputy Fire Chief Job Description Redline with changes

CHARTER TOWNSHIP OF OSHTEMO  
POSITION DESCRIPTION

**Position Title:** DEPUTY FIRE CHIEF

**General Summary:**

Under the direct supervision of the Township Fire Chief, this is the #2 position in the Department's chain of command serving as Deputy to the Fire Chief. It is a highly responsible position requiring abundant self-motivational attributes. Strong leadership qualities are necessary in the management of personnel, programs and emergency scenes.

In addition to emergency response duties, this person ~~may shall~~ perform various administrative functions within the Fire Department (i.e. employee training, scheduling and record keeping).

This is a full-time, FLSA exempt, salaried position.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed ~~primarily~~ in office, vehicle, and outdoor settings in all weather conditions, including temperature extremes during day and night. ~~At times, W~~work is ~~often~~ performed in emergency and stressful situations. ~~Individual is~~This position may be exposed to ~~hearing~~ alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents, and oils.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment is usually quiet in office-like settings and loud at an emergency scene.

**Requirements:**

- Must be 21 years of age or older.
- Must possess, or be able to obtain by time of hire, a valid Michigan State driver's license without record of suspension or revocation in any State.

- No felony convictions or disqualifying criminal histories within the past ten (10) years.
- Must be able to read and write the English language.
- Must be of good moral character and of temperate and industrious habits.

**Physical Requirements:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this firefighting and rescue job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand, sit, walk, talk, climb and hear; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is required to climb stairs, stoop, kneel and crouch. The employee must have the ability to clearly hear and use telephones and other two-way communication devices, and must be able to distinguish between odors.

While performing the duties of this job, the employee will infrequently be required to balance on a 1 ½” beam, climb exterior ladders to a height of 100 feet, drag a weight of up to 145 pounds for a distance of 40 feet horizontally and up and down 23 steps, wear physically constrictive and confining safety gear, maintain respirator certification by a medical professional and crawl into progressively confining spaces.

The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

The employee shall be required to wear turnout gear and self-contained breathing apparatus.

Ability to recognize and identify similarities or differences between characteristics of colors, forms, sounds, tastes, odors and textures associated with job-related objects, materials and tasks.

Ability to work under conditions where exposure to environmental factors such as temperature variations and extremes, odors, toxic agents, violence, noise, machinery, electrical current, wetness, disease and/or dust, may cause discomfort and where there is a significant risk of injury.

~~Note: The degree and frequency of physical demands versus clerical type duties will be dependent upon the specific rank. i.e. A chief officer will have a much lesser chance of engaging in strenuous physical activities associated with hands-on firefighting than that of a Lieutenant or firefighter.~~

~~Ref: NFPA 1001 and 1500. Oshtemo Township’s Firefighter Entry Level Physical Performance Test.~~

### **Typical Responsibilities:**

1. Assists the Fire Chief in his duties.
2. Assumes the duties of the Fire Chief in his absence.
- ~~3. Regular sharing of Duty Officer of the Day (DOD) responsibilities during non-business hours.~~
- 4.3. Will be required to respond to, ~~and perform at,~~ all types of emergencies.
- 5.4. May be required to Operate all forms of fire and emergency vehicles.
- 6.5. May be required to Operate fire, EMS and rescue-related equipment.
- 7.6. Enter immediately-dangerous-to-life-and-health (IDLH) environments.
- 8.7. Document events in reports – handwritten and typed.
- 9.8. Accepts the responsibility for a variety of administrative functions.
- 10.9. In order to remain current on procedures and practices, employee shall participate in educational seminars, departmental training, meetings and classes.
- 11.10. Works cooperatively with related Township, County and State agencies in relation to Fire and EMS services.
- 12.11. Performs a variety of other related duties as required or assigned.

### **Tools and Equipment Used Include:**

- Motor vehicles – large and small
- Two-way radio equipment
- Personal pager
- Personal computer and related equipment
- ~~• Calculator~~
- Telephone
- All types of EMS and fire equipment.

### **Minimum Employment Qualifications:**

#### ~~RESIDENCY REQUIREMENT:~~

- ~~• Per allowance of Michigan Compiled Laws 15.601-15.603 (Public Act #212 of 1999 or “Residency Act”) full-time fire personnel may not establish residency further than 20 miles from the nearest Oshtemo Charter Township border.~~

#### VEHICLE DRIVERS LICENSE REQUIREMENT:

- Must maintain a current Michigan motor vehicle operator’s license without restrictions (other than corrective lenses requirement.).

#### LICENSING/CERTIFICATION(S):

- Michigan Medical First Responder (MFR).

#### TELEPHONE SYSTEM:

- Must maintain either a wire line or mobile telephone system.

#### EDUCATION:

- Associate Degree or higher in Fire Science or in a management field applicable to the fire and EMS services-
- Fire Fighter Level II
- Michigan Medical First Responder or Emergency Medical Responder
- Fire Officer II Certification-

#### EXPERIENCE:

- Ten (10) years of fire service experience.
- Experience in driving and operating emergency fire service vehicles.
- Experience in program management and administrative duties.
- Experience in top management of a ~~volunteer~~ fire and EMS department.
- Six (6) years of providing direct personnel supervision.
- Eight (8) years of routinely providing incident command services.
- Skilled in the use of typical office software, i.e. Microsoft Word, Excel and PowerPoint.

#### **Desirable Qualifications:**

#### EDUCATION:

- Bachelors Degree or higher in a management field applicable to the fire and EMS services.
- Fire Officer III Certification.

#### EXPERIENCE:

- Skilled in the use of computer programs that relate to fire and emergency services.
- Twelve (12) years of fire service experience.
- Experience in program management and administrative duties.
- ~~EightSix~~ (68) years of providing direct personnel supervision.
- ~~TenEight~~ (810) years of routinely providing incident command services.

### **Flexibility of Rank:**

It is expected that it will be periodically necessary for members to temporarily perform the duties of position(s) higher or lower than their own during absences of that person. This will occur with no change in compensation. ~~An exception to this is reflected in Oshtemo Charter Township Employee Handbook Section 5.4.~~

### **Statement of Stipulation**

The previous information represents guidelines; alternative qualifications and conditions may be substituted if sufficient to perform the duties required by this position.

This rank description shall not be interpreted as all inclusive. It is intended to identify major responsibilities and requirements of this position. The incumbent will be required to perform job-related responsibilities and administrative functions / tasks other than those stated in this description.

This rank description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Effective Date: 09/13/18

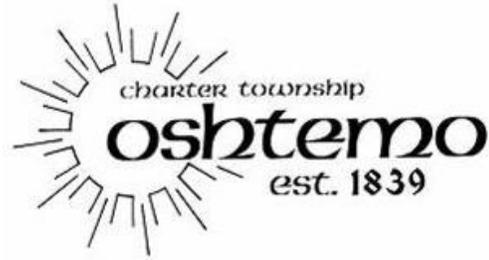
# Memorandum

**Date:** 12/13/2022

**To:** Township Board

**From:** Dusty Farmer, Clerk

**Subject:** 2023 Cemetery Fees



---

## OBJECTIVE:

To notify the Board of increased cemetery fees for 2023.

## INFORMATION:

The Township contracts with RI Stafford Excavating for grave opening and foundation setting. To cover administrative costs, the Township adds \$20 to the proposed fee schedule from RI Stafford. Attached are the current rates and the proposed 2023 rates. There are significant increases since 2021, and a few changes to operational guidelines:

- Burials will now require 48 hours' notice
- No burial service provided on listed holidays
- Monday burials must be ordered by 12 PM on the previous Thursday
- Large cremation vault is now defined as 12X12
- Additional work with Bobcat is billed at \$170/hr
- There is now a differentiation between standard work and winter work

Due to the significant increase in fees from RI Stafford, the Clerk's Office contacted 4 excavating companies for quotes (Kalamazoo Ex, Balkema, Bailey, Woolf), and none provide cemetery burial services. We checked the fees with surrounding municipalities who do not use RI Stafford (City of Kalamazoo, Kalamazoo Township, Texas Township) City of Kalamazoo and Kalamazoo Township provide the service in-house, and the fees in Texas Township are about 10% lower than the proposed fees from RI Stafford. Maintenance Director Greg Fountain has confirmed that our maintenance department does not currently have the capacity to provide the service in-house.

RI Stafford remains a strong partner with the Township. He is flexible in scheduling and he is timely. He was willing to begin green burials with us, even developing a separate fee schedule. In addition, he has been willing to provide additional services to the Township, including cemetery driveway repair and fence maintenance. The strong history we have with RI Stafford cannot be easily dismissed. He has the historic knowledge of our cemeteries and remains a solid choice. The Clerk's Office recommends that we continue this partnership.

7275 W. Main Street  
Kalamazoo, MI 49009  
(269) 216-5220  
Fax (269) 375-7180  
[www.oshtemo.org](http://www.oshtemo.org)

# Oshtemo Township

## Cemetery Rates

Effective January 1, 2023

All burials require **48** hours of notice.

All burials closed same day as funeral service.

No burial services will be provided on New Year's Day, MLK Day, Presidents' Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus (Indigenous People's) Day, Veteran's Day, Thanksgiving Day (and the day before/after), Christmas Eve, Christmas Day.

Short-notice burial rates are at RI Stafford Excavating's discretion and may be charged extra fees.

### Weekday Graves:

Type of Service	Rates	Winter Rates (Dec 1-March 15)
Standard Burial	\$820	\$1020
Child or Infant Burial	\$720	\$920
Standard Cremation	\$570	\$570 (+\$200 snow plowing and \$200 hydraulic hammer)
Cremation with Lg Vault	\$670	\$870
Drop-off Cremation	\$320	\$320
Drop-off Cremation Lg Vault	\$420	\$620
Service after 2:30 PM	\$100 additional	\$100 additional
Green Burial (with immediate closing)	\$1170	\$1370
Green Burial Standard	\$920	\$1120

*\*All Monday burials (or Tuesday burials if Monday is a holiday) must be ordered by 12:00 PM on the previous Thursday. Green burials with immediate closing require a 5-day notice.*

### Saturday Graves:

Type of Service	Rates	Winter Rates (Dec 1-March 15)
Standard Burial	\$1170	\$1370
Child or Infant Burial	\$1070	\$1270
Standard Cremation	\$920	\$920 (+\$200 snow plowing and \$200 hydraulic hammer)
Cremation with Lg Vault	\$1020	\$1220
Service after 11:30 PM	\$100 additional	\$100 additional
Green Burial (with immediate closing)	\$1520	\$1770
Green Burial Standard	\$1270	\$1470

\*Large Vault shall be defined as a container with an outside measurement larger than **12" x 12"** at the base.

Additional cemetery work with Bobcat will be billed at **\$170.00** per hour.

Foundations will be charged **\$0.60** per square inch.

# Memorandum



**Date:** 15 November 2022  
**To:** Township Board  
**From:** Sara Feister, HR/Benefit Coordinator  
**Subject:** Revision to Ord 407, Section 105.007– Retiree Health Care Defined Contribution Plan Ordinance to 2023 Accrual Based Program - **SECOND READING 12.13.2022**

---

## **Objective**

Requesting Board approval to revise the Retiree Health Care Defined Contribution Plan Ordinance to match the move to an accrual based, per pay period, contribution as previously approved by the Board. The intention is to accept Ordinance revisions for First Reading, and to set Second Reading on December 13th.

## **Background**

The Board approved the per pay period accrual-based contribution in September 2022. There is a need to revise the language in the Ordinance to accommodate the accrual-based change.

## **Information Provided**

1. Redline of Ord 407 Section 105.007– Retiree Health Care Defined Contribution Plan Ordinance

OSHTEMO CHARTER TOWNSHIP ORDINANCE NO. \_\_\_\_\_

Adopted: \_\_\_\_\_

Effective: \_\_\_\_\_

OSHTEMO CHARTER TOWNSHIP ORDINANCE

An Ordinance to amend the Oshtemo Charter Township Employee Benefits (Ordinance No. 407, as amended), specifically Section 105.007, and to repeal all Ordinances or parts of Ordinances in conflict.

OSHTEMO CHARTER TOWNSHIP  
KALAMAZOO COUNTY, MICHIGAN  
ORDAINS:

SECTION I. AMENDMENT OF COMPILED SECTION 105.007, RETIREE HEALTH CARE DEFINED CONTRIBUTION PLAN. Compiled Section 105.007 is amended to read as follows:

Section 105.007– Retiree Health Care Defined Contribution Plan

Sec. VII

The Oshtemo Charter Township Board shall determine the annual reimbursement for retirees' medical insurance premiums and the annual contribution the Township will make toward the Retiree Health Care Defined Contribution Plan created, established, and contracted for under this Ordinance. ~~Each eligible officials and/or employees (as are enumerated in the table in Section III) who is employed by the Township on December 31st is eligible for the Retiree Health Care Defined Contribution Plan.~~ Individuals eligible for retiree health benefits prior to November 21, 2012, shall be reimbursed for medical, dental, and vision insurance premiums for themselves, and/or for their spouse (during the employee's

lifetime), up to the annual set amount determined by the Township Board and are not entitled to participate in the Retiree Health Care Defined Contribution Plan.

SECTION II.

EFFECTIVE DATE. This Ordinance shall take effect upon publication after adoption in accordance with State law. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

DUSTY FARMER, CLERK  
OSHTEMO CHARTER TOWNSHIP

This page left intentionally blank for printing purposes.

OSHTEMO CHARTER TOWNSHIP ORDINANCE NO. \_\_\_\_

Adopted: \_\_\_\_\_

Effective: \_\_\_\_\_

OSHTEMO CHARTER TOWNSHIP ORDINANCE

An Ordinance to amend the Oshtemo Charter Township Employee Benefits (Ordinance No. 407, as amended), specifically Section 105.007, and to repeal all Ordinances or parts of Ordinances in conflict.

OSHTEMO CHARTER TOWNSHIP  
KALAMAZOO COUNTY, MICHIGAN  
ORDAINS:

SECTION I. AMENDMENT OF COMPILED SECTION 105.007, RETIREE HEALTH CARE DEFINED CONTRIBUTION PLAN. Compiled Section 105.007 is amended to read as follows:

Section 105.007– Retiree Health Care Defined Contribution Plan

Sec. VII

The Oshtemo Charter Township Board shall determine the annual reimbursement for retirees' medical insurance premiums and the annual contribution the Township will make toward the Retiree Health Care Defined Contribution Plan created, established, and contracted for under this Ordinance. Eligible officials and/or employees are enumerated in the table in Section III. Individuals eligible for retiree health benefits prior to November 21, 2012, shall be reimbursed for medical, dental, and vision insurance premiums for themselves, and/or for their spouse (during the employee's lifetime), up to the annual set amount determined by the Township Board and are not entitled to participate in the Retiree Health Care Defined Contribution Plan.

SECTION II.

EFFECTIVE DATE. This Ordinance shall take effect upon publication after adoption in accordance with State law. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

DUSTY FARMER, CLERK  
OSHTEMO CHARTER TOWNSHIP

OSHTEMO CHARTER TOWNSHIP  
KALAMAZOO COUNTY, MICHIGAN

**POVERTY EXEMPTIONS GUIDELINES – 2023**

Meeting of the Township Board on December 13, 2022

WHEREAS, the adoption of guidelines for poverty exemptions is within the purview of the Township Board; and

WHEREAS, the homestead of persons who, in the judgment of the Supervisor and Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under Public Act 390, 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390, 1994 Oshtemo Charter Township, Kalamazoo County adopts the following guidelines for the Supervisor and Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year.

To be eligible, a person shall do all the following on an annual basis:

- (1) Be an owner of and occupy as a homestead the property for which an exemption is requested.
- (2) File a claim with the Supervisor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the homestead.
- (3) Produce a valid driver's license or other form of identification if requested.
- (4) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if requested.
- (5) Meet the federal poverty income standards as defined and determined annually by the United States Office of Management and Budget.
- (6) The application for an exemption shall be filed after January 1, but at least a week before the start of the March Board of Review, July Board of Review or

December Board of Review.

Poverty exemption standards shall be as follows:

The following are the poverty thresholds as of December 31, 2022, for use in setting poverty exemption guidelines for 2023 assessments:

Size of Family Unit	2023 Poverty Guidelines (Federal)	2023 Qualifying Income Level (Per Township Policy)
1	13590	16987
2	18310	22887
3	23030	28787
4	27750	34687
5	32470	40587
6	37190	46487
7	41910	52387
8	46630	58287
For each additional person	4720	5900

1. Applicants must complete an application, except for their signature, and return it in person to the Assessor's Office.
2. Applications must be signed and witnessed by an employee of the Township and filed with the Assessor after January 1 but at least a week before the start of the March Board of Review, July Board of Review or December Board of Review.
3. Applicant must submit the previous year's Federal Income Tax Return and State Income Tax Return.
4. Applications may be reviewed by the Board without applicant being present, however, the Board may request the applicant be physically present to respond to questions; and may be called upon to appear on short notice.
5. Answers to questions regarding the applicant's financial affairs, health or medical expenses, employment status of those residing in the residence may be requested before the meeting of the Board.
6. Applicants will be administered an oath of truth.
7. An asset test considering all assets owned by the applicant other than the applicant's homestead vehicle and normal household goods will be used in determining whether relief should be granted. Homeowners with assets in excess of \$25,000 may not be eligible for tax exemption consideration.

8. The Board may grant property tax relief based on poverty annually.
9. Applicant may be subject to investigation by the Township to verify information submitted or statements made in regard to a tax exemption claim.
10. The meeting may be recorded, and minutes will be kept of all proceedings of the Board of Review and all meetings held in compliance with the Open Meetings Act.
11. The Board of Review shall follow the policy and guidelines of Oshtemo Charter Township as set forth in this resolution in granting or denying an exemption unless the Board of Review determines there are substantial and compelling reasons why there should be deviation from the policy and guidelines and the substantial and compelling reasons are communicated in writing to the applicant.
12. Applicants will be evaluated based on data submitted to the Board of Review, testimony taken from the applicant and information gathered from any source by the Township.
13. Those homeowners who meet the income and asset limitations set forth herein may be granted an exemption or partial exemption.

A formal motion was made by \_\_\_\_\_, seconded by \_\_\_\_\_ that the Board of Review follow the above-stated policy and federal guidelines in granting or denying an exemption.

The following voted "Aye":

The following voted "Nay":

The following were absent:

The following "Abstained":

The Supervisor declared the Formal Motion had been adopted.

\_\_\_\_\_  
Elizabeth Heiny-Cogswell, Supervisor  
Oshtemo Charter Township

\* \* \* \* \*

CERTIFICATE

I, Dusty Farmer, the duly elected and acting Clerk of the Charter Township of Oshtemo, hereby certify that the foregoing Formal Motion was adopted by the Township Board of said Charter Township at a regular meeting of said Board held on December 3, 2022, at which meeting \_\_\_ members were present, and voted upon the same as indicated in said Minutes; that said meeting was held in accordance with the Open Meetings Act of the State of Michigan.

\_\_\_\_\_  
Dusty Farmer, Township Clerk

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>GENERAL FUND ESTIMATED REVENUE</b>					
101-001-40100	Carryover		1,160,384		1,299,553
101-001-40300	Current Real Property Tax	841,462	823,038	881,988	1,424,959
	1.5 mils				
101-001-40700	Delq P.P. Tax	71	20,000		3,000
101-001-43000	Payments in Lieu of Taxes	13,350	3,000		7,000
101-001-44500	Other Tax Related Revenue	38,033	2,000	1,250	2,000
101-001-44600	Penalties/Interest Taxes				
101-001-44700	Property Tax Admin Fee	408,502	395,588	444,845	461,681
101-001-45200	Animal Licenses				
101-001-45300	Manufactured Home Comm Fees	6,640	5,000	3,988	5,000
101-001-45400	Hawkers/Peddlers	80	100	50	100
101-001-47500	Miscellaneous	12,622		2,314	
101-001-47600	Reimburse Revenue	3,204		(2,544)	
101-001-47700	SRS-Right of Way	16,621	18,000	16,940	18,000
101-001-48000	Federal Grant				
101-001-57400	SRS-Sales Tax Statutory	77,510	78,277	52,185	86,104
101-001-57500	SRS-Sales Tax Constitutional	2,232,130	2,009,198	1,885,486	2,449,664
101-001-57600	Other Grants		230,000		
101-001-60300	FOIA/Copies/Subpeona Payment	622	2,500	578	650
101-001-60500	Cable Fees	160,243	165,000	121,553	160,000
101-001-60700	Election Reimbursement	41,353	18,655	39,218	
101-001-61100	Assessing Application Fees			100	
101-001-61400	Planning Escrow				12,000
	<i>Proposed Development Inspector Work</i>				12,000
101-001-61500	Planning Fees	36,705	130,000	64,526	75,000

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
101-001-61700	Metal Recycling Revenue	4,398	3,000	3,225	3,000
101-001-61800	Sidewalk Permit/Inspection	1,395	1,500	2,400	1,500
101-001-63000	Electric Vehicle Charging Station			67	100
101-001-63400	Grave Openings	21,050	20,000	10,810	20,000
101-001-64300	Sales of Lots	22,750	10,000	7,460	10,000
101-001-64500	Monument Installations	9,420	5,000	6,329	7,500
101-001-66500	Interest Earned	3,872	2,500	(5,328)	3,000
101-001-69900	SMBA Facility Fee	21,000	22,000	22,000	22,000
101-001-69920	TRANSFER ARPA				639,500
	<i>Revenue from ARPA Funding - Planning Master Plan (Long Range Transportation, Parks, Re-org, Market Study, Zoning Updates, etc; yr 1 of 2_</i>				140,000
	<i>Revenue from ARPA Funding - Public Works (NM Asset Management)</i>				10,000
	<i>Revenue from ARPA Funding - Public Works (NM)</i>				250,000
	<i>Revenue from ARPA Funding - Public Works (GIS)</i>				34,500
	<i>Revenue from ARPA Funding - Gen Twp Ops (Communications)</i>				50,000
	<i>Revenue from ARPA Funding - Public Works (Records Digitization)</i>				30,000
	<i>Revenue from County ARPA Funding 50% (Recommended) - Public Works (KL Ave NM Path)</i>				125,000
<b>TOTAL ESTIMATED REVENUE</b>		<b>3,973,033</b>	<b>5,124,740</b>	<b>3,559,440</b>	<b>6,711,311</b>

**TRANSFER TO OTHER FUNDS**

101-110-96510	Transfer to Sewer	250,000	150,000		1,450,000
101-110-96525	Transfer to Cemetery		5,000		5,000
101-110-96550	Transfer to Other Funds		600,000		
101-110-96560	Transfer to Parks Fund	250,000	250,000		250,000
<b>TOTAL GENERAL FUND TRANSFERS TO OTHER FUNDS</b>		<b>500,000</b>	<b>1,005,000</b>		<b>405,000</b>

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>SUPERVISOR'S OFFICE APPROPRIATIONS</b>					
101-171-70200	Salaries	205,097	202,755	114,106	165,418
101-171-71500	Payroll Taxes - FICA	14,896	15,511	8,251	12,654
101-171-72200	Pension Plan	21,347	16,220	15,890	13,233
<b>TOTAL SUPERVISOR'S OFFICE</b>		<b>241,340</b>	<b>234,486</b>	<b>138,247</b>	<b>191,305</b>

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>CLERK'S OFFICE APPROPRIATIONS</b>					
101-173-70200	Salaries	116,811	118,720	88,248	166,813
101-173-71500	Payroll Taxes - FICA	8,391	9,082	6,359	12,761
101-173-72200	Pension Plan	8,220	9,498	6,351	13,345
<b>TOTAL CLERK'S OFFICE</b>		<b>133,422</b>	<b>137,300</b>	<b>100,958</b>	<b>192,919</b>

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>TREASURER'S OFFICE APPROPRIATIONS</b>					
101-174-70200	Salaries	99,275	97,754	74,472	123,985
101-174-71500	Payroll Taxes - FICA	7,056	7,479	5,378	9,485
101-174-72200	Pension Plan	9,365	7,821	7,571	9,919
<b>TOTAL TREASURER'S OFFICE</b>		<b>121,513</b>	<b>113,054</b>	<b>87,421</b>	<b>143,389</b>

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>TRUSTEE'S APPROPRIATIONS</b>					
101-175-70200	Salaries	24,930	50,000	20,710	35,000
101-175-71500	Payroll Taxes - FICA	1,907	4,000	1,584	2,800
<b>TOTAL TRUSTEES</b>		<b>26,837</b>	<b>54,000</b>	<b>22,294</b>	<b>37,800</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>ELECTIONS APPROPRIATIONS</b>					
101-191-71500	Payroll Taxes - FICA				
101-191-72200	Pension Plan				
101-191-72800	Supplies	7,236	24,655	23,160	15,000
	<i>ID cards, master cards</i>				15,000
101-191-73000	Postage	6,645	29,000	23,806	8,000
	<i>ID Cards</i>				8,000
101-191-80800	Precinct Workers	20,220	40,000	28,476	
101-191-82670	Facility Rental Fees	500	750	500	
101-191-90300	Legal Notices				
101-191-97000	Capital Outlay-Equipment		1,000		45,000
	<i>High Speed Tabulator</i>				42,000
	<i>Replacement Laptops</i>				3,000
<b>TOTAL ELECTIONS</b>		<b>34,601</b>	<b>95,405</b>	<b>75,942</b>	<b>68,000</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

<b>GL NUMBER</b>	<b>DESCRIPTION</b>	<b>2021 ACTIVITY</b>	<b>2022 AMENDED BUDGET</b>	<b>2022 ACTIVITY THRU 9-30-2022</b>	<b>2023 RECOMMENDED BUDGET</b>
<b>INFORMATIONAL TECHNOLOGY APPROPRIATIONS</b>					
101-201-70200	Salaries/Clerical	53,661	58,538	43,015	48,957
101-201-71500	Payroll Taxes - FICA	4,682	4,478	3,358	3,745
101-201-72200	Pension Plan	2,697	4,683	1,758	3,917
101-201-72800	Supplies	1,477	5,000	3,574	5,000
	<i>Cables, Keyboards, Mice Devices, Monitors, Scanners, Docks, WFH Support</i>				5,000
101-201-80500	Computer Support	152,450	148,855	97,408	161,500
	<i>BS&amp;A Annual Support</i>				22,000
	<i>Encode Ordinance Hosting</i>				5,000
	<i>Apex Software</i>				1,600
	<i>SMBA BS&amp;A Building Seats</i>				4,200
	<i>Aunalytics Cloud Services</i>				68,000
	<i>GIS Licensing (3 Concurrent Seats)</i>				4,000
	<i>Drake Farm WiFi and Mixed Use Portable WiFi Router</i>				1,200
	<i>Laserfiche Annual Maintenance</i>				9,000
	<i>Fiber Optic (EPL) Transport service, Internet, and Phones</i>				15,000
	<i>Printer Services (Central and Desktop)</i>				14,500
	<i>Telnet Hosted Phone Services</i>				12,000
	<i>Technology Equipment Recycling</i>				500
	<i>Adobe Licensing and Support (20 Concurrent Users)</i>				4,500
101-201-90000	Cell Phone	251	1,700	681	2,400
	<i>Treasurer, Portable WiFi Router, Assessit iPad, Community Center</i>				2,400
101-201-96200	Miscellaneous	2,358			
101-201-97000	Capital Outlay	29,076	82,500	65,236	84,000
	<i>Computer Replacements</i>				10,000
	<i>New Hire Computers (4)</i>				10,000
	<i>WebSite Upgrade (Year 2 of 5)</i>				17,000
	<i>Firewall Upgrade</i>				2,000
	<i>UPS Replacements Throught the Township</i>				5,000
	<i>Meeting Room AV Upgrade</i>				40,000
<b>TOTAL INFORMATION TECHNOLOGY</b>		<b>246,652</b>	<b>305,754</b>	<b>215,030</b>	<b>309,519</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>ASSESSING/TAX RECORDS APPROPRIATIONS</b>					
101-209-70200	Salaries	120,721	132,884	96,627	148,115
101-209-70300	Board of Review Salaries	2,535	3,000	1,950	3,000
101-209-71500	Payroll Taxes - FICA	9,150	10,166	7,376	11,331
101-209-72200	Pension Plan	10,550	10,630	8,673	11,849
101-209-72800	Supplies	237	1,000	52	1,000
101-209-80700	Contracted Appeals	118,286	70,000	10,290	70,000
101-209-82000	Engineering Fees	18,041	20,000	11,598	20,000
101-209-82600	Legal Fees	18,860	36,000	5,430	36,000
101-209-87000	Mileage		800		800
101-209-90300	Legal Notices	(613)	1,200		1,200
101-209-95800	Education/Dues	345	5,000	3,256	5,000
101-209-97000	Capital Outlay-Equipment	5,276	12,050	4,521	11,000
	<i>BS&amp;A Programming Services</i>				6,000
	<i>Pivot Point Software/Assessing Mobile Technology</i>				2,500
	<i>Upgraded Sketch/Change Detection Eagleview</i>				2,500
<b>TOTAL ASSESSING DEPT</b>		<b>310,338</b>	<b>302,730</b>	<b>149,773</b>	<b>319,295</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>CEMETERY, BUILDING, GROUNDS APPROPRIATIONS</b>					
101-218-72800	Supplies		1,500		1,500
101-218-75100	Vehicle Maintenance	90	3,000	4	3,000
101-218-75300	Grounds Maint Equipment	419	2,500	635	2,500
101-218-75700	Tools & Supplies	75	1,500	81	1,500
101-218-76000	Facility Supplies	4,351	4,300	1,916	4,300
101-218-76600	Expendable Supplies	1,205	3,000	1,004	3,500
101-218-80500	Contracted Snow Removal		1,000		1,000
101-218-80600	Contracted Lawn Maintenance	10,200	12,500	8,000	17,000
101-218-80800	Contracted Grave Openings/Foundations	31,919	20,000	16,520	20,000
101-218-86800	Fuel, Oil & Grease	496	1,500	684	1,200
101-218-92000	Water	1,277	2,100	1,356	2,550
101-218-92100	Electric	18,031	24,400	14,658	29,100
101-218-92300	Heat	3,265	4,250	3,566	6,100
101-218-92700	Electric Vehicle Charging Station				500
101-218-93100	Maintenance Services	15,640	31,173	6,635	31,700
	<i>Reoccurring Expenses and Systems Repairs</i>				31,700
101-218-97400	Capital Outlay	20,434	638,442	26,141	550,000
	<i>Maintenance Facility</i>				350,000
	<i>Asphalt Maintenance</i>				10,000
	<i>Cemetery Grounds Maintenance</i>				20,000
	<i>Office Carpet</i>				30,000
	<i>Meeting Room Roof Replacement - 40 year replacement membrane</i>				140,000
<b>TOTAL CEMETERIES, BLDGS, GROUNDS</b>		<b>107,402</b>	<b>751,165</b>	<b>81,200</b>	<b>675,450</b>

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>FINANCE &amp; LEGAL APPROPRIATIONS</b>					
101-223-82500	Accounting & Audit Fees	61,576	72,500	54,259	83,000
101-223-82600	Legal Fees	52,923	115,200	51,228	
	<i>Moved this item to Legal Dept 101-250</i>				
<b>TOTAL FINANCE &amp; LEGAL</b>		<b>114,499</b>	<b>187,700</b>	<b>105,487</b>	<b>83,000</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

<b>GL NUMBER</b>	<b>DESCRIPTION</b>	<b>2021 ACTIVITY</b>	<b>2022 AMENDED BUDGET</b>	<b>2022 ACTIVITY THRU 9-30-2022</b>	<b>2023 RECOMMENDED BUDGET</b>
<b>INSURANCE &amp; BONDS APPROPRIATIONS</b>					
101-234-71500	PAYROLL TAXES - FICA	100	550	359	1,000
	<i>In Lieu of Health Ins Benefit FICA</i>				
101-234-71600	Health & Life Insurance	258,508	261,500	203,534	302,180
	<i>Health Insurance BCBS</i>				200,000
	<i>Life Insurance</i>				3,500
	<i>Short/Long Term Disability</i>				8,000
	<i>HRA/FSA Admin Fees</i>				2,200
	<i>Long Term Care</i>				
	<i>In Lieu of</i>				10,000
	<i>HRA</i>				13,000
	<i>Additional positions (4) Health Ins</i>				60,000
	<i>Additional positions (4) STD, LTD</i>				1,000
	<i>Additional Positions (4) Life Ins</i>				680
	<i>Additional Positions (4) LTC</i>				1,200
	<i>Additional Positions (4) HRA</i>				2,600
101-234-72500	Retiree Health Care	83,566	85,300	83,700	90,000
	<i>Additional Positions (4)</i>				14,400
	<i>Current Positions</i>				75,600
101-234-91100	Worker's Compensation	9,612	12,000	6,952	12,000
101-234-91200	General Insurance	394	50,000	27,140	57,700
	<i>Current Positions</i>				55,000
	<i>Additional Positions (4)</i>				2,700
<b>TOTAL INSURANCE &amp; BONDS</b>		<b>352,180</b>	<b>409,350</b>	<b>321,685</b>	<b>462,880</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>GENERAL TWP OPERATIONS' APPROPRIATIONS</b>					
101-249-70200	Salaries	97,272	111,922	78,667	118,829
101-249-70400	In Lieu Of Insurance				
101-249-71500	Payroll Taxes - FICA	7,284	8,562	5,299	9,090
101-249-72200	Pension Plan	5,887	8,954	4,710	9,391
101-249-72800	Supplies	2,294	11,000	5,520	11,000
101-249-72900	Petty Cash				
101-249-73000	Postage	11,393	37,500	12,281	40,000
101-249-75100	Vehicle Maintenance	285	1,500		1,500
101-249-80800	Contracted Services	52,974	3,271	3,001	65,000
	<i>Board Org Review (Step 1 of 2. Step 2 is HR Salary Compensation Survey/Position Audit (not budgeted))</i>				50,000
	<i>Community Survey</i>				15,000
101-249-85300	Telephone	5,319			
101-249-86800	Fuel, Oil & Grease	823	800	1,021	1,500
101-249-87000	Mileage	288	500	322	500
101-249-87200	New Hire Expenses	9,789	10,000	8,016	10,000
101-249-90300	Legal Notices	15,554	18,000	4,661	18,000
101-249-93300	Equipment Maintenance	10,249		2,669	
101-249-95600	Household Hazard Waste	17,012	20,000	15,734	23,000
101-249-95700	Public Education	23,285	45,000	2,613	95,000
	<i>Newsletter, etc</i>				45,000
	<i>Communications Consulting (ARPA funded)</i>				50,000
101-249-95800	Education/Dues	22,582	20,000	11,649	25,000
101-249-95810	Employee Recognition	17	1,500	20	500
	<i>(13) Anniversary Recognitions</i>				
101-249-95900	Trash Collection	51,440	53,500	31,550	57,100
	<i>Trash Services Dump Day</i>				54,300
	<i>Contracted Attendant</i>				1,200
	<i>Shred Day</i>				1,600
101-249-96100	BOR/MTT Refunds	11,394	41,153	41,152	
101-249-96200	Miscellaneous	12,225			

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
101-249-96300	Contingency Items	250			
101-249-97600	Capital Outlay				
<b>TOTAL GENERAL TWP OPERATIONS</b>		<b>357,616</b>	<b>393,162</b>	<b>228,885</b>	<b>485,410</b>

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>LEGAL APPROPRIATIONS</b>					
101-250-70200	Salaries	228,518	212,381	157,488	234,351
101-250-71500	Payroll Taxes - FICA	15,478	14,972	11,407	16,323
101-250-72200	Pension Plan	20,040	16,991	15,437	18,748
101-250-72800	Supplies	518	765		500
101-250-80800	Contracted Legal Counsel/Temp Paralegal				40,000
101-250-83000	Departmental Billings	(96,610)	(84,800)	(59,550)	(121,000)
101-250-87000	Mileage		500	109	500
101-250-95500	Law Library/Archives	11,056	12,000	8,380	12,000
101-250-95800	Education/Dues	958	1,635	1,195	2,300
101-250-97000	Capital Outlay	160	600		600
<b>TOTAL LEGAL</b>		<b>180,118</b>	<b>175,044</b>	<b>134,466</b>	<b>204,322</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>PUBLIC WORKS APPROPRIATIONS</b>					
101-506-70200	Salaries	79,501	79,442	60,499	75,501
101-506-71500	Payroll Taxes - FICA	5,626	6,077	4,501	5,776
101-506-72200	Pension Plan	9,856	6,356	8,293	6,040
101-506-72800	Supplies		500	156	500
101-506-80800	Consultant				30,000
	<i>PWs Records Digitization</i>				30,000
101-506-82000	Engineering Fees	9,128	100,000	68,219	79,500
	<i>General Civil Engineering</i>				5,000
	<i>GIS Services (CIP: Easements, file architecture, organization) (\$34.5k of \$60k ARPA)</i>				34,500
	<i>N Ave 9th to 11th (NM coord w/ RCKC)</i>				10,000
	<i>GO! Green Plan Non-Motorized Facility Concept Design</i>				20,000
	<i>Non-Motorized Asset Management Plan</i>				10,000
101-506-82600	Legal Fees	6,720	6,000	7,395	15,000
101-506-87000	Mileage	1,199	1,500	646	1,000
101-506-95200	Road Project Costs				
101-506-95200.RDMAIN	Road Project Costs	277,589			
101-506-95200.SANCOB	Sewer 1, Contract B				
101-506-95300	Storm Sewer Costs	150	7,500	174	
101-506-95800	EDUCATION/DUES	424	2,000	190	2,000
101-506-97600	Capital Outlay	10,083	89,000	26,434	50,000
	<i>Non-Motorized Repair &amp; Maintenance (Major Streets)</i>				50,000
101-506-97600.NMDRDR	Non-Motorized Drake Rd	500	1,000		79,000
	<i>Engineering Design &amp; Survey</i>				79,000
101-506-97600.NMDRSA	Non Motorized Drake Safety Grant	13,174	5,000	1,050	
101-506-97600.NMDRTA	South Drake Phase 2 Transportation Alt.	111,829	6,000		40,000
	<i>Retaining Wall Repair</i>				
101-506-97600.NMKLAV	Non Motorized Facility KL Ave	22,648	145,000	28,748	178,100
	<i>OCBA Engineering</i>				
	<i>Wightman Engineering</i>				
	<i>Easement Acquisition</i>				

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
	<i>ROW Agent Services</i>				
101-506-97600.NMPRKV	Vienna to 131 Bridge				300,000
101-506-97600.NMS9TH	Stadium to Quail Run West				160,000
	<i>Engineering</i>				70,000
	<i>Easements</i>				90,000
101-506-97600.NMSTDM	Non motorized Stadium	45,434	3,000	1,263	
101-506-97600.PLATSW	Capital Outlay / Bldg Adds				185,000
	<i>Western Woods</i>				135,000
	<i>Local Street (Neighborhood) Sidewalk repairs &amp; maintenance</i>				50,000
101-506-97600.SWGMDR	Sidewalk, Green Meadow	169,207	14,000	854	
101-506-97600.SWMHDR	Sidewalk, Maple Hill and Croyden	181,410	20,000	854	
101-506-97600.WHTGNM	Whitegate NM Connector		14,000		125,000
<b>TOTAL PUBLIC WORKS</b>		<b>946,028</b>	<b>507,434</b>	<b>209,276</b>	<b>1,332,417</b>

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>PLANNING DEPARTMENT APPROPRIATIONS</b>					
101-805-70200	Salary	130,829	130,331	98,531	235,629
101-805-70300	SALARY-PC/ZBA	7,425	15,000	5,330	
101-805-71500	Payroll Taxes - FICA	10,582	9,971	7,711	18,026
101-805-72200	Pension Plan	10,935	10,427	8,621	18,850
101-805-72800	Supplies	24	500		500
101-805-80100	GIS Expense	5,190	15,050	2,104	14,000
101-805-80800	Consultants	9,556	196,600	30,026	160,000
	<i>ARPA Funded Master Plan Work (Long Range Transportation, Zoning Updates, Parks, Market Study, Re-Organization, etc)</i>				140,000
	<i>Recorder of Minutes</i>				11,000
	<i>General Planning Project Consultant</i>				9,000
101-805-82000	Engineering Fees	2,178	2,000	210	3,000
101-805-82600	Legal Fees	28,050	32,000	13,020	30,000
101-805-87000	Mileage		300		300
101-805-90300	Legal Notices	10,865	15,000	2,039	15,000
<b>TOTAL PLANNING</b>		<b>217,430</b>	<b>432,479</b>	<b>169,565</b>	<b>500,605</b>
<b>GENERAL FUND ESTIMATED REVENUE</b>					
<b>GENERAL FUND ESTIMATED REVENUE</b>					<b>6,711,311</b>
<b>APPROPRIATIONS - FUND 101</b>		<b>3,889,976</b>	<b>5,104,063</b>	<b>2,040,229</b>	<b>6,711,311</b>
<b>NET OF REVENUE/APPROPRIATIONS - FUND 101</b>		<b>84,632</b>	<b>20,677</b>	<b>1,519,661</b>	<b>0</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>PARKS FUND ESTIMATED REVENUE</b>					
107-751-40100	Carryover		70,032		210,000
107-751-46000	Donations - Restricted	10,000	109,050	167,150	
107-751-46100	Donations - Unrestricted	10,066	5,000	15,629	10,000
	<i>Donations from Soccer Shots for use of Flesher Field</i>				10,000
107-751-46200	Grant REVENUE	41,295			
107-751-47200	Rental Fee - Grange	6,910	3,000	9,615	10,000
107-751-47300	Rental Fee - Oshtemo Community Center	7,925	5,500	18,658	20,000
107-751-47400	Rental Fee - Twp Park Pavilion	9,910	8,500	8,390	8,500
107-751-47500	Rental Fee - Flesher Pavilion	7,165	6,500	4,315	4,000
107-751-47600	Rental Fee - Flesher Gazebo	445	500	550	600
107-751-47700	Rental Fee - Drake Farmstead	600	2,000	5,150	5,000
107-751-66500	Interest Earned	106	14,500	392	250
107-000-66400	Interest on Investments (KCF)	14,952			14,500
107-001-69920	TRANSFER ARPA				20,000
107-751-67500	Transfer from General Fund	250,000	250,000		250,000
<b>TOTAL ESTIMATED REVENUE</b>		<b>344,422</b>	<b>474,582</b>	<b>229,849</b>	<b>552,850</b>

**PARKS FUND APPROPRIATIONS**

107-756-70210	Salaries	92,302	111,339	91,659	140,783
107-756-71500	Payroll Taxes - FICA	6,701	8,518	6,783	10,770
107-756-72200	Pension Plan	6,184	8,284	5,572	10,605
107-756-72800	Program/Marketing Supplies	777	1,000	514	1,000
107-756-75100	Vehicle Maintenance	338	2,600	18	2,000
107-756-75300	Grounds Maint Equipment	2,439	4,500	3,158	5,000
107-756-75700	Tools & Supplies	104	300	143	300
107-756-76000	Facility Supplies	5,180	4,300	1,740	4,350
107-756-76600	Expendable Supplies	2,763	5,000	2,810	5,000
107-756-77000	Contribution to Oshtemo Parks & Rec Fund				50,000
107-756-80500	Contracted Snow Removal		1,000		1,000

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
107-756-80800	Consultant				31,000
	<i>Update 5 Yr Parks and Recreation Master Plan - see Planning Budget w ARPA funds</i>				
	<i>Update FF and DFP Master Plans - see Planning Budget w ARPA funds</i>				
107-756-82500	Accounting & Audit Fees				3,000
107-756-82600	Legal Fees				2,000
107-756-85300	Telephone	2,354	2,000	1,276	2,000
107-756-86800	Fuel, Oil & Grease	1,858	1,700	2,618	3,000
107-756-92000	Water	1,865	2,100	2,220	2,900
107-756-92100	Electric	5,950	9,200	5,205	10,100
107-756-92300	Heat	5,673	11,700	10,514	14,500
107-756-93100	Maintenance Services	20,308	32,861	15,408	90,410
	<i>Tree maintenance, removals and planting</i>				17,500
	<i>Asphalt maintenance (Twp Park parking lot &amp; trails)</i>				25,000
	<i>DFP prairie / native planting maintenance by KNC</i>				4,553
	<i>Rain garden maintenance by KNC at OTP, Grange, FF</i>				500
	<i>Herbicide applications for gravel paths and parking lot</i>				1,000
	<i>Elevator Inspection Services</i>				1,060
	<i>Sign Replacent Grange</i>				3,200
	<i>Accessible Ramp/Route OCC</i>				4,000
	<i>Playground Safety Surface</i>				6,000
	<i>Roof Repair</i>				2,000
	<i>Reoccurring Services and Systems Repairs</i>				27,150
107-756-95800	Education/Dues	465	1,200	1,022	1,200
107-756-97400	Capital Outlay/Improvements	54,552	221,100	96,198	154,500
	<i>DFP construct gravel parking lot, ped access, gate, landscaping, clearing, trail grub</i>				50,000
	<i>DFP entry landscape</i>				3,000
	<i>DFP kitchenette in carriage barn</i>				10,000
	<i>Grange Hall - paint lower level, siding repair</i>				2,500
	<i>OTP wiffleball ffield fence</i>				8,000
	<i>OTP pickleball benches and signs</i>				4,000
	<i>FF low mow demo areas - maintain and expand</i>				6,707

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
	<i>FF and FBRT park and trail signs</i>				3,000
	<i>FBRT continue ecological restoration</i>				60,000
	<i>Educational signage for rain gardens and low mow areas</i>				500
	<i>Tree planting at OCC, OTP &amp; FF</i>				3,000
	<i>Picnic tables for FF (2) and Grange (1)</i>				4,500
107-756-97400.DRFMP2	Capital Outlay/Improvements				
107-756-97400.DRFMP3	Capital Outlay/Improvements	17,249		800	
107-756-97400.GRNGHL	Capital Outlay/Improvements	6,229			
107-756-97700	Capital Outlay/Equipment		1,954	1,837	
107-756-98000	Capital Outlay/Oshtemo Comm Center		2,500		
107-756-98100	Capital Outlay/Drake House		3,000	600	5,000
	<i>Match OHS expenditures on interior renovations</i>				3,000
	<i>Drake House repairs</i>				1,000
	<i>Message board for Drake House exterior</i>				1,000
<b>TOTAL PARKS FUND</b>		<b>295,875</b>	<b>473,256</b>	<b>266,907</b>	<b>552,678</b>
<b>ESTIMATED REVENUE - FUND 107</b>		<b>359,374</b>	<b>474,582</b>	<b>229,849</b>	<b>552,850</b>
<b>TOTAL PARKS FUND</b>		<b>295,875</b>	<b>473,256</b>	<b>266,907</b>	<b>552,678</b>
<b>NET OF REVENUE/APPROPRIATIONS - FUND 107</b>		<b>63,499</b>	<b>1,326</b>	<b>(37,058)</b>	<b>172</b>

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>CEMETERY TRUST FUND REVENUE</b>					
151-001-67500	Transfer from General Fund		5,000		5,000
<b>TOTAL CEMETERY TRUST FUND</b>		6	5,000	(4)	5,000

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
-----------	-------------	---------------	---------------------	---------------------------------	----------------------------

**LOCAL ROAD FUND ESTIMATED REVENUE**

204-001-40100	Carryover		1,410		50,000
204-000-40300	Current Real Property Tax		1,003,028	981,411	1,034,000
204-001-66500	Interest Earned		500	1,074	1,200
<b>TOTAL ESTIMATED ROAD FUND</b>			<b>1,003,028</b>	<b>981,411</b>	<b>1,085,200</b>

**LOCAL ROAD FUND APPROPRIATIONS**

204-506-70200	Salaries/Clerical		20,280	14,473	90,149
204-506-71500	Payroll Taxes - FICA		1,553	1,066	6,896
204-506-72200	Pension Plan		1,623	579	7,212
204-506-75700	Tools & Supplies		1,000	728	1,000
204-506-82100	Professional Fees		46,421	5,655	75,000
	<i>Traffic Calming Studies</i>				10,000
	<i>Atlantic Ave/Parkview Ave Safety Project</i>				30,000
	<i>Drake Road Corridor Analysis</i>				15,000
204-506-82500	Accounting & Audit Fees		1,000		1,000
204-506-82600	Legal Fees				7,500
204-506-96510	Transfer to Sewer		350,000		350,000
204-506-97600	Capital Outlay		538,028	191,522	500,000
	<i>Local Road Preventive Maintenance (plus estimated \$240k PAR match)</i>				500,000
	<i>Seeco Drive Extension</i>				50,000
<b>TOTAL ROAD FUND</b>			<b>959,905</b>	<b>214,023</b>	<b>1,068,757</b>

<b>LOCAL ROAD FUND ESTIMATED REVENUE</b>			<b>1,003,028</b>	<b>981,411</b>	<b>1,085,200</b>
<b>TOTAL ROAD FUND</b>			<b>959,905</b>	<b>214,023</b>	<b>1,068,757</b>
<b>NET OF REVENUE/APPROPRIATIONS - FUND 204</b>			<b>43,123</b>	<b>767,388</b>	<b>16,443</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>FIRE OPERATIONS ESTIMATED REVENUE</b>					
206-001-40200	Current Property Tax Levy	2,701,825	2,766,047	2,838,751	2,850,000
	<i>85% of 3.75 SAD</i>				2,850,000
206-001-40900	Act 198 Tax Collection	1,066	1		
	<i>This revenue is contained in the Property Tax Levy 206-001-40900</i>				
206-001-43000	Payments in Lieu of Taxes		55,827		
	<i>Evergreen North, Aaron Glenn, Hope Woods, Pinehurst</i>				
206-001-47500	Miscellaneous	13,167		1,960	
206-001-47700	FALSE FIRE ALARM FINES	49,014	2,500	26,825	25,000
206-001-48000	Federal Grant				
206-001-61000	Other Services Provided				
206-001-66500	Interest Earned	1,467	1,000	(2,099)	1,000
206-001-67300	Transfer from Other Funds				85,000
	<i>Revenue Transfer from Facilities Capital 212</i>				85,000
<b>TOTAL ESTIMATED REVENUE</b>		<b>2,766,539</b>	<b>2,943,835</b>	<b>2,865,437</b>	<b>2,961,000</b>

**FIRE DEPT ADMINISTRATION APPROPRIATIONS**

206-336-70200	Salaries	977,921	1,124,549	776,242	1,271,837
206-336-70300	Overtime	69,353	77,046	55,099	112,162
206-336-70310	Other Overtime	65,391	56,570	51,271	85,500
206-336-70400	In Lieu Of Insurance (moved to 716 below)	3,726			
206-336-71500	Payroll Taxes - FICA	82,311	95,299	65,973	112,417
206-336-71600	Health & Life Insurance	101,683	160,627	136,884	178,370
	<i>Health, Dental &amp; Vision</i>				132,000
	<i>Life Insurance</i>				3,300
	<i>Long Term Care</i>				1,600
	<i>Disability</i>				6,500
	<i>HRA &amp; FSA Admin Fees (\$10 per month per person)</i>				1,100
	<i>HRA</i>				12,500
	<i>Additional Positions (1):</i>				
	<i>Health Ins</i>				15,000

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
	<i>Life Ins</i>				170
	<i>LTC</i>				300
	<i>STD/LTD</i>				250
	<i>HRA</i>				650
	<i>In Lieu of Insurance</i>				5,000
206-336-72200	Pension Plan	91,233	98,206	70,549	112,791
206-336-72500	Clothing Allowance	12,954	23,589	10,474	19,100
	<i>Full Time members (See CBA)</i>				12,000
	<i>New Interns - 3</i>				
	<i>POC Promoted to full FF Status</i>				
	<i>DO Promoted to PEO - 3</i>				
	<i>FF Promoted to officer - 1</i>				
	<i>Repairs &amp; Discretionary</i>				3,500
	<i>Replacement FTE position - 1 Chief</i>				2,500
	<i>Class A Dress Uniforms - 1</i>				
	<i>Additional Position (1)</i>				1,100
206-336-72600	Retiree Health Care	57,600	68,400	57,600	72,000
	<i>\$3,600 annually x 19 FTEs</i>				68,400
	<i>Additional Position (1)</i>				3,600
206-336-72850	Food Allowance	6,192	7,000	6,519	10,500
	<i>\$700 per 24-hour FTE's x 12. (See CBA)</i>				9,800
	<i>\$700 per 24-hour FTE's x 1</i>				700
206-336-82500	Accounting & Audit Fees	3,450	6,000	2,125	6,000
206-336-82600	Legal Fees	3,380	30,000	12,016	15,000
	<i>Internal Legal Dept.</i>				10,000
	<i>External Legal</i>				5,000
206-336-87000	Mileage		500		250
206-336-95900	Continuing Education	30,230	75,026	15,982	50,000
	<i>Dept wide training - general and advanced skills</i>				30,000
	<i>Professional Development - Officers</i>				4,000
	<i>Certifications.: Fire Inspector (4) &amp; Fire Investigator (3)</i>				10,000

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
	<i>Professional Development - Training &amp; Safety Section</i>				6,000
206-336-96100	Hazmat Fees	1,400	1,400		1,400
	<i>Countywide Annual Membership to Receive coverage - Maintain the team.</i>				1,400
206-336-96300	Admin Contingency		(7,802)		
206-340-70500	Fire Pay - On Call	257,655	375,000	171,068	275,000
	<i>Payroll for Paid On-Call (POC) Program. Sta. Staffing, training, responses...</i>				275,000
206-340-71500	Payroll Taxes - FICA	3,516	5,438	2,457	
	<i>1.45 % of all wages. See HR</i>				
206-340-71800	Fire Dept Maintenance	(486)			
206-340-72200	Pension Plan	28,222	37,500	17,091	37,500
	<i>10% of all wages</i>				37,500
206-340-72800	Supplies	4,012	9,000	2,382	9,000
	<i>Office supplies, Truck soap, squeegees, garden hose, propane, paper products etc.</i>				9,000
206-340-72900	Petty Cash		500		250
	<i>Petty Cash</i>				250
206-340-75500	EMS Supplies	10,273	13,573	6,198	16,000
	<i>Expendable items and supplies (bandaging, B/P cuffs, Suction units, iGels, AED batteries...</i>				16,000
206-340-75700	Tools & Supplies	1,487	3,000	959	3,200
	<i>Typical shop tools for vehicle maintenance and those carried on vehicles.</i>				3,200
206-340-76000	Training Supplies	303	1,700	404	1,700
	<i>Materials for simulations and props.</i>				1,700
206-340-76100	Public Education	1,141	4,588	222	5,000
	<i>Educational &amp; PR materials (plastic fire helmets, coloring books, pamphlets...)</i>				5,000
206-340-76600	Equipment	2,090	15,020	4,926	6,000
	<i>SCBA &amp; TIC batteries, flashlights, repair broken hand tools, axes, NY hooks, Traffic cones, Extinguishers</i>				6,000
206-340-80900	Computer Operations	50,029	96,785	62,324	73,565
	<i>Annual Desktop Rotational Replacement - 3 @ \$2,000</i>				6,000
	<i>Support for various software programs (First Due, Lexipol, Alodtec, Bryx...)</i>				20,900
	<i>Aunalytics Cloud Services</i>				16,840
	<i>Adobe Licensing and Support (5 Consurrent Users)</i>				1,000
	<i>Mobile Technology (Road Safety)</i>				5,040

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
	<i>Printers for both stations</i>				2,000
	<i>Secondary alerting system (Active 911)</i>				195
	<i>Hulu into both stations (\$140 per month)</i>				1,680
	<i>CTS Telephone Services</i>				4,000
	<i>Training Tracking Software (Vector Solutions)</i>				3,510
	<i>Supplies, Cable, Monitors, Cutting Plotter, Camera's, Keyboards and Mice</i>				3,000
	<i>BS&amp;A Software - Dept. contribution</i>				4,400
	<i>GIS work for SOC and MABAS Mapping. \$85 X up to 60 hours</i>				5,000
206-340-85100	Radio Maintenance	1,328	5,500	440	5,500
	<i>Pager batteries, belt clips &amp; knobs</i>				1,500
	<i>Unspecified repairs (Antennas, base radios, UPS units...)</i>				2,000
	<i>Unspecified repairs (Portable &amp; mobile radios)</i>				2,000
206-340-85300	Telephone	10,294	10,640	7,483	10,640
	<i>Phones system and related repairs</i>				2,000
	<i>AT&amp;T First Net for designated officers (Handbook appendix G: 50% of cost pd by individual)</i>				900
	<i>Monthly rebate for those who use ther own phone (Handbook appendix G)</i>				300
	<i>AT&amp;T First Net mobility for vehicles</i>				3,240
	<i>Phone and Fiber optic dedicated lines (CTS)</i>				4,200
206-340-86700	Vehicle Operations	90,532	171,820	86,411	108,460
	<i>Annual PM services - Large Fire Apparatus (5)</i>				12,500
	<i>PM service, 2 per year - Small Vehicles</i>				5,120
	<i>Annual pump test certifications</i>				1,750
	<i>Annual Aerial Ladder Testing</i>				2,800
	<i>Annual Ground Ladder Testing - 392 feet</i>				1,700
	<i>Annual Hose Testing - 16,000 feet</i>				4,500
	<i>Annual weights</i>				90
	<i>Unscheduled repairs to all vehicles</i>				80,000
206-340-86800	Fuel	32,226	61,884	32,581	45,000
206-340-87100	Physical Exams	1,032	27,200	3,423	34,800
	<i>24-hour shift personnel (18 @ \$650)</i>				11,700

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
	<i>Day Staff (4 @ \$650)</i>				2,600
	<i>POC's (25 @ \$650)</i>				16,250
	<i>Annual flu inoculations</i>				600
	<i>Other injuries or testing, including new employee</i>				3,000
	<i>24 hour shift (1 additional)</i>				650
206-340-87200	New Hire Expenses	1,770	25,700	21,930	9,800
	<i>Entry Medical Exam (6 @ \$600)</i>				3,600
	<i>Background Investigation (6 @ \$200)</i>				1,200
	<i>Advertisement</i>				1,000
	<i>1 Full Time Firefighter, 1 Deputy Fire Chief hiring expenses</i>				4,000
206-340-91200	General Insurance	132,524	120,343	99,549	130,120
	<i>Vehicles, Liability &amp; Property</i>				22,000
	<i>Volunteer Package VFIS</i>				21,000
	<i>Workers Compensation (FD pays 90%, Twp pays 10%)</i>				86,000
	<i>Additional Position (1) Workers Comp</i>				450
	<i>Additional Position (1) VFIS</i>				670
206-340-93300	Equipment Maintenance	8,846	13,030	2,216	13,010
	<i>SCBA Annual Testing</i>				3,240
	<i>General SCBA repairs</i>				750
	<i>Annual testing: Holmatro hydraulic tools</i>				1,800
	<i>Hydraulic tool repairs - estimated</i>				1,300
	<i>Air compressor quarterly air quality testing</i>				1,320
	<i>Repairs: Air monitores, saws, hand tools, fans, blowers...</i>				4,000
	<i>SCBA batteries</i>				600
206-340-96100	BOR/MTT Refunds-Operations Fund	12,313			
206-340-96300	Operations Contingency				
206-341-70200	Fire Maintenance Salaries	14,106	22,913	12,234	21,100
206-341-71500	Payroll Taxes - FICA	988	1,754	865	1,614
206-341-72200	Pension Plan	592	1,833	476	1,640
206-341-72800	Supplies		500		500

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
206-341-75100	Vehicle Gas & Maintenance	73	1,500	7	1,500
206-341-75300	Grounds Maint Equipment	724	1,200	935	1,200
206-341-75700	Tools & Supplies	34	300	38	300
206-341-76000	Facility Supplies	4,579	10,500	1,948	5,300
	<i>Supplies for Maintenance Repairs</i>				3,800
	<i>Replacement Beds (2)</i>				1,500
206-341-76600	Expendable Supplies	2,397	4,000	2,424	4,000
	<i>Supplies expended through use. Paper Goods, Toilet Paper, Cleaning Chemicals, Ice Melt, Garbage Bags, etc...</i>				
206-341-86800	Fuel, Oil, and Grease	748	845	1,018	1,200
206-341-92000	Water	1,893	2,600	1,783	3,360
206-341-92100	Electric	32,562	35,000	23,687	38,500
206-341-92300	Heat	10,766	14,200	12,643	20,000
206-341-93100	Maintenance Services	18,329	26,210	16,118	27,681
	<i>Trash Collection</i>				1,100
	<i>Fire Alarm Monitoring</i>				1,388
	<i>Window Cleaning</i>				1,436
	<i>Carpet Cleaning</i>				1,200
	<i>Cleaning Service</i>				2,520
	<i>Irrigation System Shutdown</i>				150
	<i>Annual Fire Suppression / Back flow Valve Testing</i>				660
	<i>Generator Servicing</i>				1,000
	<i>Pest Control</i>				1,155
	<i>Termite Remediation</i>				412
	<i>Septic System / Sand Trap Servicing</i>				3,860
	<i>Systems Repair</i>				12,000
	<i>LED Projects</i>				800
<b>FIRE ADMIN ESTIMATED REVENUE</b>		<b>2,766,539</b>	<b>2,943,835</b>	<b>2,865,437</b>	<b>2,961,000</b>
<b>TOTAL FIRE FUND</b>		<b>2,243,722</b>	<b>2,937,986</b>	<b>1,856,974</b>	<b>2,959,693</b>
<b>NET OF REVENUE/APPROPRIATIONS - FUND 206</b>		<b>522,817</b>	<b>5,849</b>	<b>1,008,463</b>	<b>1,307</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>POLICE ESTIMATED REVENUE</b>					
207-001-40100	Carryover		149,980		
207-001-40200	Current Property Tax Levy	1,461,165	1,420,000	1,484,879	1,468,000
207-001-43000	Payments in Lieu of Taxes	248			
207-001-45200	Liquor License Fees	28,375	22,000	22,535	25,000
207-001-65000	Ordinance Violations-8th District Court	13,464	15,000	4,810	10,000
207-001-65100	General Ordinance Violations	3,425	2,000	1,075	2,000
207-001-65300	FALSE POLICE ALARM FINES	47,146		18,150	25,000
207-001-65400	False Security Alarm Fines	6,475			
207-001-65600	Parking Violations	75		75	
207-001-65700	Rental Housing Inspection Applications	430	2,000	600	2,000
207-001-66500	Interest Earned	2,154	2,000	(319)	3,000
<b>TOTAL POLICE ESTIMATED REVENUE</b>		<b>1,562,957</b>	<b>1,612,980</b>	<b>1,531,805</b>	<b>1,535,000</b>

**POLICE CONTRACT ADMIN APPROPRIATIONS**

207-310-70200	Salary/Contract Administrator		7,010		
207-310-71500	Payroll Taxes - FICA		536		
207-310-72200	Pension Plan		561		
207-310-80200	Protection Contract - KC	736,128	1,396,000	530,320	1,400,000
207-310-80600	IT Services		1,200		1,200
207-310-80800	Contracted Services		12,000		
207-310-82500	Accounting & Audit Fees	3,300	5,000	2,105	5,000
207-310-82600	Legal Fees-8th District Court	5,310	10,000	9,105	10,000
207-310-96100	BOR/MTT Refunds	12,079	15,000		
207-310-97000	Capital Outlay		101,000	1,066	2,000
207-320-71500	Payroll Taxes - FICA	1			
207-320-72200	Pension Plan	11			
207-320-80900	Parking Enforcement Officers	100	5,000		
207-320-82600	Legal Fees-Parking Enforcement		300		
207-320-87000	PEO Mileage		1,000		
207-330-70200	Salaries	38,843	38,307	28,035	39,679

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
207-330-71500	Payroll Taxes - FICA	2,914	2,931	2,139	3,035
207-330-72200	Pension Plan	1,707	3,065	1,121	3,174
207-330-72800	Supplies	2,131	3,075	693	3,000
207-330-82600	Legal Fees	6,792	10,000	3,570	10,000
207-330-97000	Capital Outlay		995	469	1,000
	<i>E-Citation</i>				1,000
<b>TOTAL POLICE</b>		<b>809,316</b>	<b>1,612,980</b>	<b>578,623</b>	<b>1,478,088</b>
<b>POLICE ESTIMATED REVENUE</b>		<b>1,562,957</b>	<b>1,612,980</b>	<b>1,531,805</b>	<b>1,535,000</b>
<b>TOTAL POLICE CONTRACT ADMIN</b>		<b>809,316</b>	<b>1,612,980</b>	<b>578,623</b>	<b>1,478,088</b>
<b>NET OF REVENUE/APPROPRIATIONS - FUND 207</b>		<b>753,641</b>	<b>0</b>	<b>953,182</b>	<b>56,912</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>FIRE EQUIPMENT ESTIMATED REVENUE</b>					
211-001-40100	Carryover		97,489		60,000
211-001-40200	Current Property Tax Levy	282,749	278,546	294,846	303,000
211-001-43000	Payments in Lieu of Taxes		5,185	5,728	
211-001-47500	Miscellaneous	15,720	900	900	
211-001-66500	Interest Earned	1,053	600	(355)	600
211-001-67300	Sales-Fixed Assets				
<b>TOTAL FIRE EQUIP ESTIMATED REVENUE</b>		<b>299,522</b>	<b>382,720</b>	<b>301,119</b>	<b>346,600</b>

**FIRE DEPARTMENT EXPENDITURES**

211-344-76600	Personal Protective Equipment	24,450	40,625	7,397	57,000
	<i>PPE (Personal Protective Equipment) 2nd set (rotating 10 yr replacement schedule per NFPA, approx 6-12 sets/yr)</i>				57,000
211-344-82500	Accounting & Audit Fees	2,650	2,500	2,105	2,700
211-344-97600	Vehicle	104,300			
211-344-98000	Capital Outlay/Equipment	77,419	145,914	47,656	157,900
	<i>Extrication Tools (Replacing aged equipment; newer equip batt pwr, stronger, lighter; 1 set; year 1 of 2)</i>				45,000
	<i>Hose and Nozzles (Replacing aged equipment)</i>				23,000
	<i>Drone for Search and Rescue and Fire Command and Control (1) w/thermal imaging capability</i>				15,000
	<i>Replacement TIC (Thermal Imaging Camera) (5 per Officer vehicle location (1 camera) / 5 per Crew vehicle location (4 camera pack each))</i>				34,500
	<i>New APX6000XE Portable Radios (2)</i>				14,100
	<i>APX 6000XE OTA (Over the Air) RM Keys x 41 (One time purchase for radio software update)</i>				12,000
	<i>Body Armor for Firefighters (20 vests)</i>				6,000
	<i>Personal Lockers for 5-1 (3 per year until need met)</i>				4,500
	<i>Additional Position Gear</i>				3,800
211-344-98100	Capital Outlay/Facilities	8,139	176,450	34,148	146,000
	<i>Water Softeners (2 systems)</i>				16,000
	<i>Walls Windows Station 2</i>				20,000
	<i>Roof Replacement Station 1</i>				60,000
	<i>Replace Alarm Systems Station 2 &amp; 3</i>				25,000
	<i>HVAC Station 2</i>				20,000
	<i>Sidewalk Repair Station 2</i>				5,000

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
	<i>Solar Station 2 (ARPA)</i>				
<b>TOTAL FIRE DEPT</b>		<b>216,958</b>	<b>365,489</b>	<b>91,306</b>	<b>346,600</b>
<b>FIRE DEPT ESTIMATED REVENUE - FUND 211</b>		<b>299,522</b>	<b>382,720</b>	<b>301,119</b>	<b>363,600</b>
<b>APPROPRIATIONS - FUND 211</b>		<b>216,958</b>	<b>365,489</b>	<b>91,306</b>	<b>363,600</b>
<b>NET OF REVENUE/APPROPRIATIONS - FUND 211</b>		<b>82,564</b>	<b>17,231</b>	<b>209,813</b>	<b>0</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
-----------	-------------	---------------	---------------------	---------------------------------	----------------------------

**FIRE CAPITAL FUND ESTIMATED REVENUE**

212-001-40200	Current Property Tax Levy	157,080	187,573	200,383	202,000
212-001-43000	Payments in Lieu of Taxes		3,457		
212-001-66500	Interest Earned	475	500	99	600
<b>TOTAL FIRE CAPITAL FUND ESTIMATED REVENUE</b>		<b>157,555</b>	<b>191,530</b>	<b>200,482</b>	<b>202,600</b>

**FIRE DEPT (344) EXPENDITURES**

212-344-82500	Accounting & Audit Fees		100		100
212-336-96550	Transfer to Other Funds				85,000
<b>TOTAL FIRE DEPT (344)</b>			<b>100</b>		<b>85,100</b>

<b>FIRE DEPT ESTIMATED REVENUE - FUND 212</b>		157,555	191,530	200,482	202,600
<b>APPROPRIATIONS - FUND 212</b>			100		85,100
<b>NET OF REVENUE/APPROPRIATIONS - FUND 212</b>		<b>157,555</b>	<b>191,430</b>	<b>200,482</b>	<b>117,500</b>

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>STREET LIGHTING FUND ESTIMATED REVENUE</b>					
219-001-40100	Carryover		35,000		
219-001-40200	Current Property Tax Levy	168,393	165,000	176,029	177,000
219-001-66500	Interest Earned	88	500	151	300
<b>TOTAL STREET LIGHTHING ESIIMATED REVENUE</b>		<b>168,481</b>	<b>200,500</b>	<b>176,180</b>	<b>177,300</b>
<b>PUBLIC WORKS APPROPRIATIONS</b>					
219-506-82500	Accounting & Audit Fees	250	800		800
219-506-92600	Street Lighting	144,191	145,000	77,371	145,000
219-506-97600	Capital Outlay / Upgrade	18,132	50,000		30,000
<b>TOTAL PUBLIC WORKS</b>		<b>162,573</b>	<b>195,800</b>	<b>77,371</b>	<b>175,800</b>
<b>PUBLIC WORKS ESTIMATED REVENUE - FUND 219</b>		168,481	200,500	176,180	177,300
<b>APPROPRIATIONS - FUND 219</b>		162,573	195,800	77,371	175,800
<b>NET OF REVENUE/APPROPRIATIONS - FUND 219</b>		<b>5,908</b>	<b>4,700</b>	<b>98,809</b>	<b>1,500</b>

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>SEWER HARDSHIP REVOLVING FUND ESTIMATED REVENUE</b>					
246-001-40100	Carryover				50,000
246-001-66400	Interest on Investments	349	300	(237)	500
246-001-67500	Transfer from Other Funds		300,000		
<b>TOTAL ESTIMATED REVENUE</b>		<b>349</b>	<b>300,300</b>	<b>(237)</b>	<b>50,500</b>
<b>REVOLVING IMPROVEMENT APPROPRIATIONS</b>					
246-265-97800	Miscellaneous		50,000		50,000
	<i>Hardship Application Grants/Loans</i>				
<b>TOTAL REVOLVING IMPROVEMENT</b>			<b>50,000</b>		<b>50,000</b>
<b>SEWER ESTIMATED REVENUE - FUND 246</b>		349	300,300	(237)	50,500
<b>APPROPRIATIONS - FUND 246</b>			50,000		50,000
<b>NET OF REVENUE/APPROPRIATIONS - FUND 246</b>		<b>349</b>	<b>250,300</b>	<b>(237)</b>	<b>500</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
-----------	-------------	---------------	---------------------	---------------------------------	----------------------------

**SoDA FUND ESTIMATED REVENUE**

247-001-40100	Carryover		31,000		
247-001-40300	Current Real Property Tax	46,124	40,000	75,990	75,000
247-001-66500	Interest Earned	27		60	100
<b>TOTAL SoDA FUND ESTIMATED REVENUE</b>		<b>46,151</b>	<b>71,000</b>	<b>76,050</b>	<b>75,100</b>

**SoDA FUND ECONOMIC DEVELOPMENT**

247-728-82500	Accounting & Audit Fees	950	1,000		1,000
247-728-82600	Legal Fees	420	500		500
247-728-93300	Repairs/Maintenance	1,160	7,500		7,500
247-728-96100	BOR/MTT				
247-728-97500	Capital Outlay/Obligated Projects		60,000		65,000
	<i>Drake Road Repayment</i>				30,000
	<i>Saftey Improvements</i>				35,000
<b>TOTAL SoDA FUND ECONOMIC DEVELOPMENT</b>		<b>2,530</b>	<b>69,000</b>		<b>74,000</b>

<b>SoDA FUND ESTIMATED REVENUE</b>		46,151	71,000	76,050	75,100
<b>TOTAL SoDA FUNDS</b>		2,530	69,000		74,000
<b>NET OF REVENUE/APPROPRIATIONS - FUND 247</b>		<b>43,621</b>	<b>2,000</b>	<b>76,050</b>	<b>1,100</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
-----------	-------------	---------------	---------------------	---------------------------------	----------------------------

**BUILDING HISTORIC FUND ESTIMATED REVENUE**

249-001-40100	Carryover		74,773		56,388
249-001-66400	Interest on Investments	337		(217)	
<b>TOTAL BLDG ESTIMATED REVENUE</b>		<b>337</b>	<b>74,773</b>	<b>(217)</b>	<b>56,388</b>

**BUILDING APPROPRIATIONS**

249-371-70200	Salaries/Clerical	36,833	38,307	28,037	39,679
249-371-71500	Payroll Taxes - FICA	2,825	2,931	2,174	3,035
249-371-72200	Pension Plan	3,916	3,065	3,192	3,174
249-371-82400	Contracted Bldg Plan Review		13,000	19,728	
249-371-82500	Accounting & Audit Fees	5,250	5,000	2,105	5,500
249-371-82600	Legal Fees		10,000	3,615	2,000
249-371-95800	Education/Dues		1,475		2,000
249-371-97600	Capital Outlay	3,045	995	469	1,000
<b>TOTAL BUILDING</b>		<b>51,869</b>	<b>74,773</b>	<b>59,320</b>	<b>56,388</b>

<b>BUILDING ESTIMATED REVENUE - FUND 249</b>		337	74,773	(217)	56,388
<b>APPROPRIATIONS - FUND 249</b>		51,869	74,773	59,320	56,388
<b>NET OF REVENUE/APPROPRIATIONS - FUND 249</b>		<b>(51,532)</b>	<b>0</b>	<b>(59,537)</b>	<b>0</b>

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
-----------	-------------	---------------	---------------------	---------------------------------	----------------------------

**Fund 297 (ARPA) - American Rescue Plan Fund ESTIMATED REVENUE**

297-001-40100	Carryover				484,500
297-001-48000	Federal Grant		1,213,632	1,223,375	
297-001-66500	Interest Earned	(53)	1,000	445	
<b>TOTAL ARPA ESTIMATED REVENUE</b>		<b>(53)</b>	<b>1,214,632</b>	<b>1,223,820</b>	<b>484,500</b>

**Fund 297 (ARPA) - American Rescue Plan Fund APPROPRIATIONS**

297-000-70200	Salaries/Clerical		6,067	2,654	
297-000-71500	Payroll Taxes - FICA		464	201	
297-000-72200	Pension		485	106	
297-000-73000	Postage		884		
297-000-82100	Professional Fees		1,000		
297-000-82500	Accounting & Audit Fees		1,100		
297-000-97600	Capital Outlay		105,000		
297-001-99500	Transfer to General				484,500
<b>TOTAL APPROPRIATIONS</b>			<b>115,000</b>	<b>2,961</b>	<b>484,500</b>

<b>ARPA ESTIMATED REVENUE - FUND 297</b>		<b>(53)</b>	<b>1,214,632</b>	<b>1,223,820</b>	<b>484,500</b>
<b>APPROPRIATIONS - FUND 297</b>			<b>115,000</b>	<b>2,961</b>	<b>484,500</b>
<b>NET OF REVENUE/APPROPRIATIONS - FUND 297</b>		<b>(53)</b>	<b>1,099,632</b>	<b>1,220,859</b>	<b>0</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>WATER ESTIMATED REVENUE</b>					
491-000-40100	Carryover		293,513		245,000
491-000-65000	Mortgage/Contract/SAD/FF	54,743	28,000	12,793	28,000
491-000-66400	Interest on Investments	2,190	1,500	(1,583)	2,000
491-000-66600	Interest on Assessments	5,212	4,000		
491-000-67900	Assessment Revenue	18,705			
491-000-68000	Benefit Fees	60,958	70,000	64,754	
491-000-68500	Surcharge	114,789	105,000	83,178	90,000
	<i>Reduce surcharge from 4% to 2.5%</i>				
491-000-69600	Miscellaneous Revenue				
<b>TOTAL WATER ESTIMATED REVENUE</b>		<b>256,597</b>	<b>502,013</b>	<b>159,142</b>	<b>365,000</b>

**WATER APPROPRIATIONS**

491-000-70200	Salaries/Clerical	9,840	40,737	28,394	53,579
491-000-71500	Payroll Taxes - FICA	634	3,117	2,071	4,099
491-000-72200	Pension Plan	439	3,260	1,136	4,286
491-000-75700	Tools & Supplies		1,000	1,685	1,000
491-000-80800	Audit Fees	3,300	3,400	2,105	3,500
491-000-80900	IT Tools and Supplies				800
	<i>Laserfiche</i>				
491-000-82000	Engineering Fees	576	5,000	1,003	5,000
491-000-82600	Legal Fees	1,170	2,000	1,770	4,000
491-000-95800	Professional Fees	12,500	12,500	12,500	18,500
	KRWWC				12,500
	Consultant				6,000
491-000-96200	Miscellaneous				
491-000-96400	Construction Costs	8,273	206,000	2,942	
491-000-96400.HYD9TH	Construction Costs			9,646	
491-000-96400.WM7TO8	Construction Water Main 7th to 8th		201,000		245,000
491-000-96400.WTRKLA	Construction Costs				
<b>TOTAL WATER</b>		<b>36,732</b>	<b>478,014</b>	<b>63,252</b>	<b>339,764</b>

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
	WATER ESTIMATED REVENUE - FUND 491	256,597	502,013	159,142	365,000
	APPROPRIATIONS - FUND 491	36,732	478,014	63,252	339,764
	NET OF REVENUE/APPROPRIATIONS - 000 - General	219,865	23,999	95,890	25,236

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>RETIREE MEDICAL TRUST FUND ESTIMATED REVENUE</b>					
736-001-40100	Carryover		13,600		11,300
736-001-66500	Interest Earned	48,439		(46,837)	
736-001-67600	Contribution-Other Funds	7,541			
<b>TOTAL ESTIMATED REVENUE</b>		<b>55,980</b>	<b>13,600</b>	<b>(46,837)</b>	<b>11,300</b>
<b>INSURANCE &amp; BONDS APPROPRIATIONS</b>					
736-234-72500	Insurance Premiums	1,217	10,000	(8,000)	10,000
736-234-80800	Administrative Costs		3,600		1,300
	<i>Roll Forward Review (every 2 years ~\$1300); (Full review every two years ~\$3600)</i>				
<b>TOTAL INSURANCE &amp; BONDS</b>		<b>1,217</b>	<b>13,600</b>	<b>(8,000)</b>	<b>11,300</b>
<b>INSURANCE ESTIMATED REVENUE - FUND 736</b>		55,980	13,600	(46,837)	11,300
<b>APPROPRIATIONS - FUND 736</b>		1,217	13,600	(8,000)	11,300
<b>NET OF REVENUE/APPROPRIATIONS - FUND 736</b>		<b>54,763</b>	<b>0</b>	<b>(38,837)</b>	<b>0</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>DDA FUND ESTIMATED REVENUE</b>					
900-001-40100	Carryover		463,619		
900-001-40300	Current Real Property Tax	217,268	200,000	218,100	190,000
900-001-47500	Miscellaneous		600,000		
900-001-66500	Interest Earned	853	1,000	(170)	1,000
<b>TOTAL DDA FUND ESTIMATED REVENUE</b>		<b>218,121</b>	<b>1,264,619</b>	<b>217,930</b>	<b>191,000</b>

**ECONOMIC DEVELOPMENT APPROPRIATIONS**

900-728-70300	Salaries-Staff	2,000	2,000		2,000
900-728-72800	Supplies		500		500
900-728-73000	Postage		500		500
900-728-80100	Community Events	1,050	1,050	1,050	1,050
900-728-80800	Consultants	3,925	31,908	14,059	50,000
	<i>Traffic Consultant, Road Design Engineering</i>				50,000
900-728-82500	Accounting & Audit Fees	2,850	2,000	2,520	3,000
900-728-82600	Legal Fees	2,100	2,000	405	2,000
900-728-90300	Legal Notices		500		500
900-728-92000	Water	848	1,200	176	1,200
900-728-92100	Electric	600	600	416	700
900-728-93300	Repairs and Maintenance	12,554	17,800	11,446	17,800
	<i>Banner Rotation/Storage</i>				2,000
	<i>Lawn Care and Maintenance</i>				12,800
	<i>Millards Way Snow Removal</i>				1,000
	<i>Stadium Dr Sidewalk Snow Removal</i>				2,000
900-728-96200	Miscellaneous	3,187			
900-728-96250	Outdoor Decorations	4,506	5,000		5,500
900-728-97500	Capital Outlay/Obligated Projects	26,316	1,096,111	231,456	10,000
	<i>Facade Improvement Grant Program</i>				10,000
900-728-97500.DDACNR	DDA Stadium Corner Project	1,856			
900-728-97500.NMSTDM	Non motorized Stadium Dr.	476,484		7,040	

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
900-728-97600	Capital Outlay/Land Acquisition		60,000	20,000	95,000
900-728-97700	Emergency Assistance Program				
<b>TOTAL ECONOMIC DEVELOPMENT</b>		<b>538,276</b>	<b>1,221,169</b>	<b>288,568</b>	<b>189,750</b>
<b>DDA ESTIMATED REVENUE - FUND 900</b>		218,121	1,264,619	217,930	191,000
<b>APPROPRIATIONS - FUND 900</b>		538,276	1,221,169	288,568	189,750
<b>NET OF REVENUE/APPROPRIATIONS - FUND 900</b>		<b>(320,155)</b>	<b>43,450</b>	<b>(70,638)</b>	<b>1,250</b>

**Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added**

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
<b>SEWER FUND ESTIMATED REVENUES</b>					
490-000-40100	Carryover		191,766		2,250,000
490-000-57600	Other Grants				
490-000-65000	Mortgage/Contract/SAD/FF	206,638	210,000	56,237	75,000
490-000-66400	Interest on Investments	1,098	1,000	(354)	1,000
490-000-66600	Interest on Assessments	32,384	15,000		25,000
490-000-67900	Assessment Revenue	113,254	250,000		250,000
490-000-68000	Benefit Fees	242,023	150,000	252,377	250,000
490-000-68500	Surcharge	295,908	245,000	220,977	460,000
490-000-69600	Miscellaneous Revenue				
490-000-69900	Transfer In From General Fund	250,000	150,000		1,450,000
	<i>Annual GF Contribution to Sewer</i>				150,000
	<i>One time GF Contribution to Sewer</i>				1,300,000
	<i>GL # FOOTNOTE TOTAL:</i>				1,450,000
490-000-69910	Transfer in from Road Fund		350,000		350,000
<b>TOTAL ESTIMATED REVENUES</b>		<b>1,141,305</b>	<b>1,562,766</b>	<b>529,237</b>	<b>5,111,000</b>

**SEWER FUND APPROPRIATIONS**

490-000-70200	Salaries/Clerical	78,560	61,066	55,708	96,435
490-000-71500	Payroll Taxes - FICA	5,331	4,672	4,089	7,377
490-000-72200	Pension Plan	3,504	4,886	2,228	7,715
490-000-80800	Audit Fees	3,405	5,000	2,655	5,000
490-000-80900	IT Tools and Supplies		1,000	190	1,600
	<i>Laserfiche</i>				1,600
490-000-81000	Legal Fees	26,510	48,000	45,463	15,000
490-000-81000.SANPH1	Escrow Refund	6,259			
490-000-82000	Engineering Fees	6,505	7,000	5,502	7,000
490-000-82000.N8THSA	N. 8th St. Engineering Fees		53,769		
490-000-82000.SANPH1	USDA Phase 1 Engineering Fees	2,299			

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 BUDGET AS OF 12-9-2022	2023 RECOMMENDED BUDGET
490-000-82000.SAWENG	SAW Grant Engineering Fees				
490-000-95800	Professional Fees	12,500	20,000	12,500	12,500
490-000-96300	Refunds to Developers	30,690			
490-000-96400	Construction Costs	52,665	83,000	31,833	20,000
490-000-96400.SANPRK	Sanitary Sewer Parkview				400,000
	<i>Construction</i>				350,000
	<i>Construction Engineering &amp; RCKC OH</i>				50,000
	<i>GL # FOOTNOTE TOTAL:</i>				400,000
490-000-96400.SAWSRV	Construction Costs		75,500	43,528	302,600
	<i>Lift Station (Andover #46) - Design, Admin, Construction</i>				236,000
	<i>Cleaning &amp; Televising</i>				54,600
	<i>Easement Maintenance</i>				12,000
	<i>GL # FOOTNOTE TOTAL:</i>				302,600
490-000-96580	Transfer to USDA Sewer Phase 1				3,883,306
490-000-96590	Transfer to USDA Sewer Phase 2				330,000
490-000-96595	Transfer to Sewer Hardship				
<b>TOTAL APPROPRIATIONS</b>		<b>228,228</b>	<b>363,893</b>	<b>203,696</b>	<b>5,088,533</b>
<b>NET OF REVENUES/APPROPRIATIONS - 000 - General</b>		<b>913,077</b>	<b>1,198,873</b>	<b>325,541</b>	<b>22,467</b>
490-001-95700	Public Education		15,000		
<b>TOTAL APPROPRIATIONS</b>			<b>15,000</b>		
<b>NET OF REVENUES/APPROPRIATIONS - 001 - Revenue</b>			<b>(15,000)</b>		
<b>ESTIMATED REVENUES - FUND 490</b>		1,141,305	1,562,766	529,237	5,111,000
<b>APPROPRIATIONS - FUND 490</b>		228,228	378,893	203,696	5,088,533
<b>NET OF REVENUES/APPROPRIATIONS - FUND 490</b>		<b>913,077</b>	<b>1,183,873</b>	<b>325,541</b>	<b>22,467</b>

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 BUDGET AS OF 12-9-2022	2023 RECOMMENDED BUDGET
<b>USDA SEWER PHASE 1 ESTIMATED REVENUES</b>					
492-000-66400	Interest on Investments	59		(35)	
492-000-67800	Transfer from Sewer		575,000		3,883,306
492-000-68200	Debt Proceeds		9,210,000		9,210,000
<b>TOTAL ESTIMATED REVENUES</b>		<b>59</b>	<b>9,785,000</b>	<b>(35)</b>	<b>13,093,306</b>
<b>APPROPRIATIONS</b>					
492-000-82000	Engineering Fees		480,480	12,671	735,000
492-000-82100	Professional Fees		78,000		50,000
492-000-82600	Legal Fees		50,000		50,000
492-000-96400	Construction Costs				2,925,750
	<i>Balance of Phase 1 construction expense per 2022 estimates</i>				2,575,750
	<i>Construction contingency (3%)</i>				350,000
	<i>GL # FOOTNOTE TOTAL:</i>				2,925,750
492-000-96400.SANCOA	Construction Costs Contract A		4,840,000		4,880,000
492-000-96400.SANCOB	Construction Costs Contract B		4,290,000		4,330,000
492-000-99600	Debt Service		40,000		122,556
<b>TOTAL APPROPRIATIONS</b>			<b>9,778,480</b>	<b>12,671</b>	<b>13,093,306</b>
<b>ESTIMATED REVENUES - FUND 492</b>		59	9,785,000	(35)	13,093,306
<b>APPROPRIATIONS - FUND 492</b>			9,778,480	12,671	13,093,306
<b>NET OF REVENUES/APPROPRIATIONS - FUND 492</b>		<b>59</b>	<b>6,520</b>	<b>(12,706)</b>	

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 BUDGET AS OF 12-9-2022	2023 RECOMMENDED BUDGET
<b>USDA PHASE 2 ESTIMATED REVENUES</b>					
493-000-66400	Interest on Investments	191		(86)	
493-000-67800	Transfer from Sewer		300,000		330,000
<b>TOTAL ESTIMATED REVENUES</b>		<b>191</b>	<b>300,000</b>	<b>(86)</b>	<b>330,000</b>
<b>APPROPRIATIONS</b>					
493-000-82000	Engineering Fees	54,544	153,054	15,003	160,000
493-000-82100	Professional Fees		70,000		70,000
493-000-82600	Legal Fees		23,000		50,000
493-000-82700	Easement Acquisition		33,000		50,000
<b>TOTAL APPROPRIATIONS</b>		<b>54,544</b>	<b>279,054</b>	<b>15,003</b>	<b>330,000</b>
<b>ESTIMATED REVENUES - FUND 493</b>		191	300,000	(86)	330,000
<b>APPROPRIATIONS - FUND 493</b>		54,544	279,054	15,003	330,000
<b>NET OF REVENUES/APPROPRIATIONS - FUND 493</b>		<b>(54,353)</b>	<b>20,946</b>	<b>(15,089)</b>	
<b>ESTIMATED REVENUES - ALL FUNDS</b>		8,596,376	21,641,706	8,131,722	29,137,817
<b>APPROPRIATIONS - ALL FUNDS</b>		6,670,160	19,230,614	6,197,928	28,949,777
<b>NET OF REVENUES/APPROPRIATIONS - ALL FUNDS</b>		<b>1,926,216</b>	<b>2,411,092</b>	<b>1,933,794</b>	<b>188,040</b>

Oshtemo Charter Township Detailed Budget, November 15, 2022 Public Hearing - 12/13/2022 Amendments (yellow highlights) to 101, 206 211 Funds and Sewer Budget Added

GL NUMBER	DESCRIPTION	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
ESTIMATED REVENUE - ALL FUNDS		9,866,524	15,381,762	11,476,894	33,361,955
APPROPRIATIONS - ALL FUNDS		8,249,044	13,671,135	5,531,534	33,091,038
NET OF REVENUE/APPROPRIATIONS - ALL FUNDS		1,617,480	1,710,627	5,945,360	270,917

This page left intentionally blank for printing purposes.

SEWER FUND (COMBINED) 490, 491, 492

	CAPITAL IMPROVEMENT PLAN		2024 - 2028 ILLUSTRATIVE CAPITAL IMPROVEMENTS PLAN				
	2023	2024	2025	2026	2027	2028	
<b>REVENUES:</b>							
Carryover	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Connection Fees: Parcel, F-Ft	\$ 75,000	\$ 75,000	\$ 75,000	\$ 150,085	\$ 374,997	\$ 374,997	
Benefit Fees (New Growth)	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	
Assessment & Installment Payments	\$ 250,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 150,000	
Grants & other revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Interest	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000	
Debt surcharge (USDA)	\$ 159,658	\$ 169,612	\$ 190,636	\$ 196,347	\$ 202,245	\$ 208,313	
Surcharge on Sanitary Utility Billings (16%)	\$ 300,000	\$ 315,000	\$ 330,800	\$ 330,800	\$ 330,800	\$ 330,800	
<b>Total Revenues:</b>	<b>\$ 1,060,658</b>	<b>\$ 1,035,612</b>	<b>\$ 1,072,436</b>	<b>\$ 1,153,232</b>	<b>\$ 1,384,042</b>	<b>\$ 1,340,110</b>	
<b>EXPENDITURES:</b>							
Operating expenditures partial breakout	\$ 113,127	\$ 116,500	\$ 120,000	\$ 123,600	\$ 127,300	\$ 131,100	
Professional Services (Audit, Legal)	\$ 20,000	\$ 20,600	\$ 21,200	\$ 21,800	\$ 22,500	\$ 23,200	
Fees & Professional Services (KRWWC)	\$ 12,500	\$ 12,900	\$ 13,300	\$ 13,700	\$ 14,100	\$ 14,500	
Engineering	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,001	
Operating expenditures	\$ 152,627	\$ 157,000	\$ 161,500	\$ 166,100	\$ 170,900	\$ 175,801	
<b>CAPITAL PROJECTS (YEAR/FINANCING TBD):</b>							
Capital Project - USDA Phase 1 (Fund 492)	\$ 12,140,000						
USDA engineering	\$ 835,000						
Capital Project - USDA Phase 2 (Fund 493)		\$ 19,482,000					
USDA engineering	\$ 330,000	\$ 1,185,000					
Capital expenditures:							
Sewer Repair & Improvement, Incident/ER Contingency	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	
Asset Management (SAW projects)	\$ 303,000		\$ 3,500,000	\$ 903,400	\$ 313,000	\$ 318,900	
8th Street, KL Ave to W Main St (TBD)			\$ 30,000				
Parkview Avenue (11th to 12th St; 11th to Stadium TBD)	\$ 400,000						
<b>FUTURE PROJECTS (YEAR/FINANCING TBD):</b>							
<b>DEBT SERVICE:</b>		\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	
SRF (\$3.5M bond)				\$ 250,000	\$ 250,000	\$ 250,000	
Principal		\$ 24,000	\$ 49,000	\$ 182,000	\$ 466,000	\$ 469,000	
Interest	\$ 122,556	\$ 467,532	\$ 650,794	\$ 648,199	\$ 641,069	\$ 630,883	
<b>Total Expenditures:</b>	<b>\$ 14,303,183</b>	<b>\$ 21,438,532</b>	<b>\$ 4,514,294</b>	<b>\$ 2,272,699</b>	<b>\$ 1,963,969</b>	<b>\$ 1,967,584</b>	
<b>OTHER FINANCING:</b>							
Bond proceeds (USDA)	\$ 9,210,000	\$ 19,482,000	\$ 3,500,000				
Transfer - Sewer Hardship Fund (Fund 490 to Fund 246)							
Transfer - General fund	\$ 1,300,000						
Transfer - USDA Sewer Phase 1 (Fund 492)							
Transfer - USDA Sewer Phase 2 (Fund 493)							
Transfer - Road/GF Contribution to USDA Sewers (LRF 204 \$350k; GF 101 \$150k)	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	
<b>Total Other Financing Sources:</b>	<b>\$ 11,010,000</b>	<b>\$ 19,982,000</b>	<b>\$ 4,000,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	
<b>FUND BALANCE:</b>							
Net change in fund balance	\$ (2,232,525)	\$ (420,920)	\$ 558,142	\$ (619,467)	\$ (79,927)	\$ (127,474)	
Beginning fund balance (Estimated)	\$ 2,961,346	\$ 728,821	\$ 307,901	\$ 866,042	\$ 246,575	\$ 166,649	
<b>Ending Fund Balance:</b>	<b>\$ 728,821</b>	<b>\$ 307,901</b>	<b>\$ 866,042</b>	<b>\$ 246,575</b>	<b>\$ 166,649</b>	<b>\$ 39,174</b>	

This page left intentionally blank for printing purposes.

# Memorandum



**Date:** December 13, 2022  
**To:** Township Board  
**From:** James Porter  
**Subject:** Liquor License Application – Speakeasy Golf

---

## **Objective**

To consider the request of Speakeasy Golf for one of the Townships quota class C liquor licenses.

## **Background**

Speakeasy Golf has received a special use permit to operate an indoor recreational facility at 6120 Stadium Drive. It wishes to add the ability to serve beer and wine to their clientele.

## **Information Provided**

The Township currently has 4 class C liquor licenses at its disposal. Attached are the minutes from the Planning Commission of which the applicant received a special use permit to operate an indoor recreational business consisting of an indoor recreational golf club.

## **Summary of Request**

The applicant is requesting that the Township issue one of its quota class C liquor license for subject facility.





### **Special Uses (§65.30)**

Special Uses are subject to the regulations of Section 65 of the Zoning Ordinance.

- a. *The proposed use will be consistent with the purpose and intent of the Master Plan and Zoning Ordinance, including the District in which the use is located.* The intent of the C, Local Commercial District is designed to permit retail sales and commercial service uses. As previously referenced, the Township Zoning Ordinance considers indoor recreational facilities a special use within the Commercial District. Furthermore, the applicant seeks to occupy an existing commercial space, which had received prior approval by the Zoning Board of Appeals on October 6, 1997. We find that the proposed indoor recreational facility aligns with the intent of the Master Plan.
- b. *Site Plan Review Criteria.* The applicant proposes to utilize/reoccupy an existing commercial suite. Due to no apparent exterior modifications proposed, nor an increase in building square footage, site plan review is not warranted at this time.
- c. *The proposed use would be compatible, harmonious and appropriate with the existing or planned character and uses of adjacent properties; meaning the proposed use can coexist with neighboring uses in a stable fashion over time such that no neighboring use is unduly negatively impacted.* Based on existing land use patterns to the east and west, the re-occupancy of the suite is not anticipated to create a negative impact. Furthermore, the suite is limited in size via square footage, thus "capping" the expansion capabilities. We find that the proposed indoor recreational facility can coexist with neighboring uses.
- d. *Potentially adverse effects arising from the proposed use on adjacent properties would be minimized through the provision of adequate parking, the placement of buildings, structures and entrances, as well as the location of screening, fencing, landscaping, buffers or setbacks.* The site provides 49 parking spaces, enough spaces to accommodate the newly proposed and existing uses within the Commercial building. The re-occupancy of an existing tenant suite for an indoor recreational facility, measuring roughly 1,500 square-feet, is not anticipated to adversely impact adjacent properties.
- e. *The proposed use would not be detrimental, hazardous, or disturbing to existing or future adjacent uses or to the public welfare by reason of excessive traffic, noise, smoke, odors, glare, or visual clutter.* The Zoning Board of Appeals (ZBA), in 1997, made a determination that the proposed construction of this commercial building, offering tenant suites, would not be detrimental, hazardous nor disturbing to existing uses. We find that the proposed use aligns with the findings of the ZBA in 1997.
- f. *Environment.* *The natural features of the subject property shall only be cleared or altered to the extent necessary to accommodate site design elements, particularly where the natural features assist in preserving the general character of the area.* The site is not proposed to change due to the applicant seeking to occupy and existing commercial suite.
- g. *Public facilities.* *Adequate public and/or private infrastructure and services already exist or would be provided, and will safeguard the health, safety, and general welfare of the public.* No apparent changes are proposed that would warrant a change in the existing public/private infrastructure currently servicing the commercial property.



## RECOMMENDATION

In conclusion, the applicant is seeking to operate an indoor recreational facility at 6120 Stadium Drive, Suite B. The subject site is zoned C-1, Local Business, and as such, the proposed use requires a Special Land Use review and approval. Based on the review conducted above, we recommend that the Planning Commission **approve** the request subject to the following conditions:

1. Full compliance with building and fire safety requirements.
2. Approval to operate a beer/wine bar from the Township.

Respectfully submitted,

### McKENNA

Paul Lippens, AICP, NCI  
Vice President

Kyle Mucha, AICP  
Senior Planner



7275 W. Main Street, Kalamazoo, Michigan 49009-9334  
Phone: 269-216-5223 Fax: 269-375-7180

**PLEASE PRINT**

PROJECT NAME & ADDRESS Speakeasy Golf 6120 Stadium Dr STE B, Kalamazoo, MI 49009

**PLANNING & ZONING APPLICATION**

Applicant Name : John R Crookston II

Company SiteCreate/Speakeasy Golf

Address 6120 Stadium

Suite B

Kalamazoo, MI 49009

E-mail Rob@speakeasygolf.com

Telephone 269-760-1249 Fax \_\_\_\_\_

Interest in Property Leasee

THIS SPACE FOR TOWNSHIP USE ONLY

**OWNER\*:**

Name 6120 STDR, LLC

Address 5770 Venture Park

Kalamazoo, MI 49009

Email info@gardermi.com

Phone & Fax 269-323-7774 269-323-7778

Fee Amount \_\_\_\_\_  
Escrow Amount \_\_\_\_\_

**NATURE OF THE REQUEST:** (Please check the appropriate item(s))

- |   |   |
|---|---|
| <input type="checkbox"/> Planning Escrow-1042                 | <input type="checkbox"/> Land Division-1090           |
| <input checked="" type="checkbox"/> Site Plan Review-1088     | <input type="checkbox"/> Subdivision Plat Review-1089 |
| <input type="checkbox"/> Administrative Site Plan Review-1086 | <input type="checkbox"/> Rezoning-1091                |
| <input type="checkbox"/> Special Exception Use-1085           | <input type="checkbox"/> Interpretation-1082          |
| <input type="checkbox"/> Zoning Variance-1092                 | <input type="checkbox"/> Text Amendment-1081          |
| <input type="checkbox"/> Site Condominium-1084                | <input type="checkbox"/> Sign Deviation-1080          |
| <input type="checkbox"/> Accessory Building Review-1083       | <input type="checkbox"/> Other: _____                 |

**BRIEFLY DESCRIBE YOUR REQUEST** (Use Attachments if Necessary): \_\_\_\_\_

Want to open a recreational indoor golf club

\_\_\_\_\_

\_\_\_\_\_

**LEGAL DESCRIPTION OF PROPERTY** (Use Attachments if Necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PARCEL NUMBER:** 3905- 26-440-018

**ADDRESS OF PROPERTY:** 6120 Stadium Dr STE B, Kalamazoo, MI 49009

**PRESENT USE OF THE PROPERTY:** Empty

**PRESENT ZONING** C **SIZE OF PROPERTY** 1500 Sq Ft

**NAME(S) & ADDRESS(ES) OF ALL OTHER PERSONS, CORPORATIONS, OR FIRMS  
HAVING A LEGAL OR EQUITABLE INTEREST IN THE PROPERTY:**

Name(s)	Address(es)
_____	_____
_____	_____

**SIGNATURES**

*I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge true and accurate. I (we) acknowledge that we have received the Township's Disclaimer Regarding Sewer and Water Infrastructure. By submitting this Planning & Zoning Application, I (we) grant permission for Oshtemo Township officials and agents to enter the subject property of the application as part of completing the reviews necessary to process the application.*

6120 STDR, LLC

By: [Signature] / Manager

**Owner's Signature** (\* If different from Applicant)

9/1/22

**Date**

[Signature]

**Applicant's Signature**

8-20-22

**Date**

- Copies to:
- Planning -1
- Applicant -1
- Clerk -1
- Deputy Clerk -1
- Attorney-1
- Assessor -1
- Planning Secretary - Original

\*\*\*\*

**PLEASE ATTACH ALL REQUIRED DOCUMENTS**

Dear Oshtemo

We are speakeasy golf; we would like to open an indoor golf facility at 6120 Stadium Dr suite B. Our proposed indoor recreational golf facility will utilize golf simulators to help members in training all year long.

The space we want to use is 1500 sq ft and is not currently occupied. The building is owned by The Gardner Group, email [Info@gardnermi.com](mailto:Info@gardnermi.com). The space will require minimal changes to fit our needs. Our long-term plan would be to add a small bar to the space to serve beer and wine to members while they are using our facilities. Other additions will include a small area used for putting practice as well as having our merchandise available for purchase.

We are looking forward to getting started on this project and developing Oshtemo's newest recreational facility.

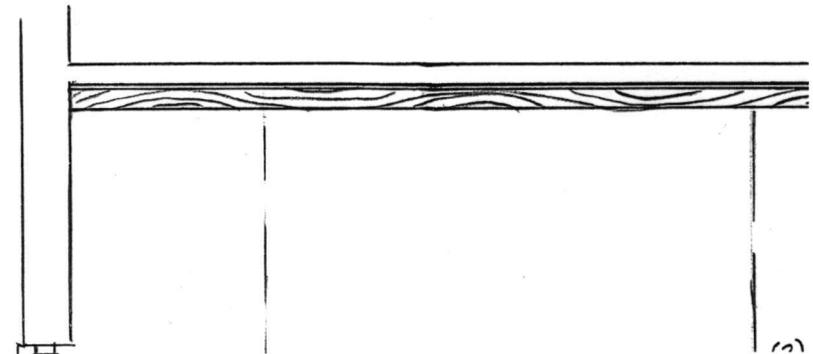
Sincerely,

Speakeasy Golf



# GENERAL NOTES

1. VERIFY ALL NEW EQUIPMENT WITH EXISTING POWER CIRCUITS. ADD NEW CIRCUITS IF NECESSARY.
2. EXISTING CEILING TO REMAIN.
3. PATCH EXISTING FLOOR W/ CARPET OR REPLACE PER OWNER'S DIRECTIVE.
4. VERIFY PROPER OPERATION OF EXISTING EXIT LIGHTS, EMERGENCY LIGHTS, AND BATTERY PACKS.



This page left intentionally blank for printing purposes.



Michigan Department of Licensing and Regulatory Affairs  
 Liquor Control Commission (MLCC)  
 Toll Free: 866-813-0011 • [www.michigan.gov/lcc](http://www.michigan.gov/lcc)

Business ID: \_\_\_\_\_

Request ID: \_\_\_\_\_

(For MLCC use only)

**Local Government Approval**  
 (Authorized by MCL 436.1501)

**Instructions for Applicants:**

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

**Instructions for Local Legislative Body:**

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a \_\_\_\_\_ regular \_\_\_\_\_ meeting of the \_\_\_\_\_ Oshtemo Charter Township \_\_\_\_\_ council/board  
(regular or special) (township, city, village)  
 called to order by \_\_\_\_\_ on December 13, 2022 at 6:00pm  
(date) (time)  
 the following resolution was offered:

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

that the application from John R. Crookston II (on behalf of Speakeasy Golf)  
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Class C Liquor License  
(list specific licenses requested)

to be located at: 6120 Stadium Drive, Suite B, Kalamazoo, Michigan 49009

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: \_\_\_\_\_

It is the consensus of this body that it \_\_\_\_\_ this application be considered for  
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are \_\_\_\_\_

**Vote**

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

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

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

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the \_\_\_\_\_ Township \_\_\_\_\_  
 council/board at a \_\_\_\_\_ regular \_\_\_\_\_ meeting held on December 13, 2022 \_\_\_\_\_  
(regular or special) (date) (township, city, village)

Dusty Farmer

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059



**LIQUOR LICENSE APPLICATION**

Date: 11-07-2022

**Applicant Information:**

Name (First, MI, Last): John R Crookston II

Address: 905 coolidge ave

Phone: (269) 760-1249 Email: rob@speakeasygolf.com

As authorized agent of (company): Speakeasy Golf

Applicant's Date of Birth: 03-06-1982 Place of Birth: Kalamazoo

Citizenship (time/place of naturalization, if applicable): \_\_\_\_\_

Have you ever, prior to this application, made an application for the sale or beer, wine, or spirits?

Yes Provide the date, place, and disposition of each application: \_\_\_\_\_

No

Have you ever been convicted of a felony?

Yes Explain: \_\_\_\_\_

No

Are you disqualified under the State Liquor Control Act, or any provision of the Oshtemo Township Ordinance 202, as amended, from receiving a liquor license?

Yes  No

I/company: \_\_\_\_\_ own the premises for which a license is sought

have lease for the premises for which a license is sought lease therefor for the full period for which the license is issued (*attach*)

Length of time applicant has been in this business/date of corporate charter: 3 months

**Business and Premises Information:**

Business Name: Speakeasy Golf

Address: 6120 stadium Dr suite B Kalamazoo, MI 49009

If the business is a co-partnership, or corporation, please provide the names and addresses of all officers, directors, and those having an interest in the corporation/entitled to share in the profits:

Name	Title/Share	Address

What is the character of the business, or the object(s) for the corporation/co-partnership was formed: We want to open a recreational indoor golf club.

Description of the premises (please provide building/plot plans showing (1) the entire structure, (2) the area(s) where the license will be utilized, (3) the adequacy of off-street parking, lighting, refuse disposal, and (4) plans for screening/noise control (if applicable)):

For businesses other than a brewpub, microbrewery, or wine-tasting room, is the sale of beer, wine, or spirits incidental and subordinate to other permitted business uses on the premises (e.g. food sales, motel operations, recreational activities)?

Yes      Explain: Primary source of income will be from members fees.

No

**License Type:**

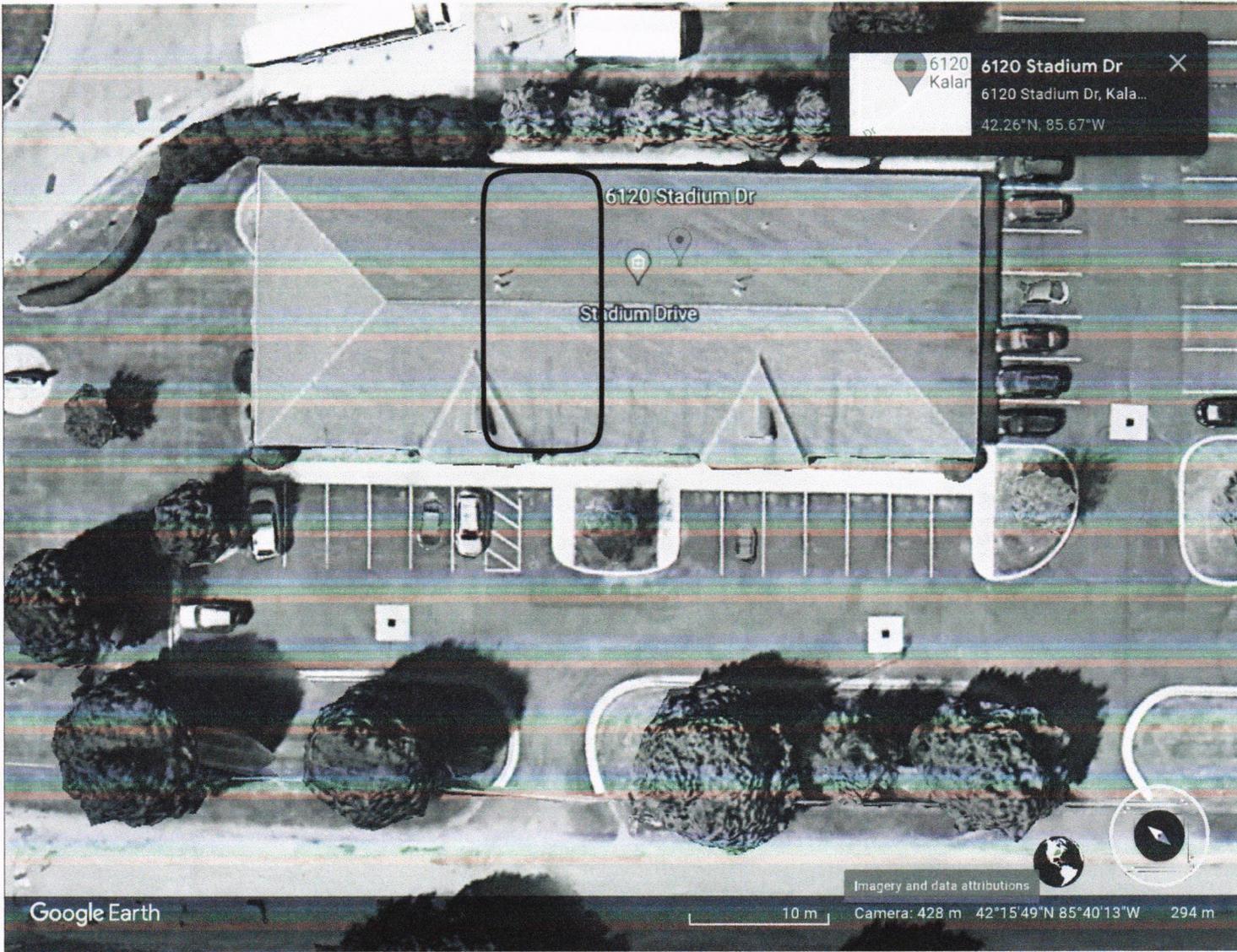
This application is to  Transfer an Existing License  Obtain a New License  
 Obtain a "Limited License" pursuant to Public Act 270 of 2014  
for the  Manufacture (MCL 436.1603(15)(b))  Retail Sale  
of beer, wine, and/or liquor under a Class C license.

**Disclaimer and Signature:**

By signing this application, the applicant affirms that the information provided herein is true and accurate to the best of their knowledge, and that the applicant will not any of the laws of the State of Michigan or of the United States or any ordinances of Oshtemo Charter Township in the conduct of its business. The applicant further affirms that should any information contained in the application (or attachments) change during the term of the license, the applicant will notify the Township Clerk ([Clerk@oshtemo.org](mailto:Clerk@oshtemo.org)) in writing of the change within thirty (30) days.

I John R Crokoston II have submitted all requested materials, and the required application fee- payable to Oshtemo Charter Township.

Signature:   
Title: \_\_\_\_\_  
Date: 11/07/2022



6120 Stadium Dr  
6120 Stadium Dr, Kala...  
42.26°N, 85.67°W

6120 Stadium Dr

Stadium Drive

Google Earth

Imagery and data attributions

10 m

Camera: 428 m 42°15'49"N 85°40'13"W 294 m

This page left intentionally blank for printing purposes.

