Oshtemo Township 2020 1st and 2nd QTR Budget Amendment Request Summary

General			
Worker's Comp			$ 22,000.00
Petty Cash			$ 300.00
Elections			$ 25,250.00
Parks			
Fire			
Vehicles			$ 1,000.00
Police			
Street Lighting			
SoDA			
Sewer			
Water			
Fire Hydrant Inspection and Maint.			$ 5,000.00
DDA			

Total New Expenditure	**$ 53,550.00**

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BUDGET AMENDMENT REQUEST

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

Date: 03/04/2020

Department Head Name: Farmer

Fund Name: 101 General

			Amount	
Additional Funds Request for: (description and GL number)	101-234-91100	Worker's Comp	$ 22,000.00	
	206-340-91200			
				$ 22,000.00
Funds requested from: (description and GL number)	101-001-40100	Carryover	$ 22,000.00	
	206-001-40100			
				$ 22,000.00

Explanation of request:

To adjust budget as appropriate between Fire and General to account for the increase in Worker's Compensation expenses after the hire of new full time firefighters and new staff positions in the office.

Supervisor Review:
(pending or date reviewed)

Board Authorization:
(pending or date authorized)

Clear Form

BUDGET AMENDMENT REQUEST

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

Date: 01/16/2020

Department Head Name: M. Barnes

Fund Name: 211 Fire Equipment

			Amount	
Additional Funds Request for: (description and GL number)	Vehicles	211-344-97600	$ 1,000.00	
				$ 1,000.00
Funds requested from: (description and GL number)	Capital Fund Balance (Carryover)	211-001-40100	$ 1,000.00	
				$ 1,000.00

Explanation of request:

Brokerage fees (10%) for advertising the sale of our 2004 America LaFrance 75' Telesquirt fire truck. Not knowing if / when this decommissioned unit was going to sell, we did not budget for this fee.

Supervisor Review:
(pending or date reviewed)

Board Authorization:
(pending or date authorized)

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BUDGET AMENDMENT REQUEST

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

Date: 02/24/2020

Department Head Name: Treasurer

Fund Name: 101 General

			Amount	
Additional Funds Request for: (description and GL number)	101-249-72900	Petty Cash	$ 300.00	
				$ 300.00
Funds requested from: (description and GL number)	101-001-00100	Carryover	$ 300.00	
				$ 300.00

Explanation of request:

Our Petty cash became depleted and was not budgeted for.

Supervisor Review:
(pending or date reviewed)

Board Authorization:
(pending or date authorized)

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BUDGET AMENDMENT REQUEST

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

Date: 01/01/2020

Department Head Name: Marc Elliott

Fund Name: 491 Water

			Amount	
Additional Funds Request for: (description and GL number)	Misc/Fire Hydrant Inspection & Maint	491-000-96200	$ 5,000.00	
				$ 5,000.00
Funds requested from: (description and GL number)	Carryover	491-000-401	$ 5,000.00	
				$ 5,000.00

Explanation of request:

Request to amend 2020 budget for the fire hydrant inspection project. Approximately 66% of the work completed in 2019. This is not new money; carryover funds not spent in 2019 are requested to complete this important work.

Supervisor Review:
(pending or date reviewed)

Board Authorization:
(pending or date authorized)

Clear Form

BUDGET AMENDMENT REQUEST

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

Date: 05/22/2020

Department Head Name: Farmer

Fund Name: 101 General

			Amount	
Additional Funds Request for: (description and GL number)	101-191-71500/72200	Election FICA/Pension	$ 250.00	
	101-191-72800	Supplies	$ 5,000.00	
	101-191-73000	Election Postage	$ 20,000.00	$ 25,250.00
Funds requested from: (description and GL number)	101-001-40100	Carryover	$ 25,250.00	
				$ 25,250.00

Explanation of request:

Payroll taxes for election bonus pay. Supplies: May need the funds to purchase desk guards for all 10 election precincts and the absentee county board stations. Election Postage: This increase (although partially reimbursed by the State) is a reflection of the increase in both application ballots and ballots (sent and received).

Supervisor Review: n/a
(pending or date reviewed)

Board Authorization:
(pending or date authorized)