

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

**November 10, 2020**

Refer to [www.oshtemo.org](http://www.oshtemo.org) home page for Virtual Meeting Information.

**BOARD WORK SESSION**

**6:00 p.m.**

**AGENDA**

- A. Call to Order
- B. Public Comment
- C. Request to Enter Into Closed Session to Discuss Gull Lake Sewer and Water Authority, et al v City of Kalamazoo, Ninth Circuit Court for the County of Kalamazoo, Case No. 14-0225-CK
- D. Updates and Business

**REGULAR MEETING**

**7:15 p.m.**

**AGENDA**

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Public Comment on Non-Agenda Items
- 4. Consent Agenda
  - a. Approve Minutes - October 27th, 2020 Regular Meeting
  - b. Receipts & Disbursements Report
  - c. 2021 Property & Liability Insurance Renewal
  - d. 2021 Accounting, Auditing, Engineering, Traffic Engineering, & IT Consulting
  - e. Flexible Benefits Contract Amendment (Navia)
- 5. Consideration of 3rd Amended Intergovernmental Agreement with the Kalamazoo Regional Water & Wastewater Commission
- 6. Consideration of Water Agreement with City of Kalamazoo
- 7. Public Hearing– Fire Protection Special Assessment District
- 8. Public Hearing– Street Light Special Assessment District
- 9. Public Hearing– Police Protection Special Assessment Districts 2004-1 and 2009-1
- 10. Public Hearing– 2021 General & Special Revenue Funds Budget/General Tax Levy.96/Detailed Format
- 11. Consideration of 2021 Township Officers' and Trustees Compensation Resolutions
- 12. Consideration of Routine Expenditures and Purchases
- 13. Presentation on SAW Grant Report (Continued; Sanitary Sewer Asset Management Planning) – Prein & Newhof Consulting Engineers & Baker Tilly Municipal Finance Advisors
- 14. Consideration of SAW Related Sanitary Sewer Surcharge
- 15. Update on Election Results
- 16. Other Township Business
- 17. Public Comment
- 18. Board Member Comments
- 19. Adjournment

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

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

a. Citizen Comment on Non-Agenda Items or Public Comment – while this is not intended to be a forum for dialogue and/or debate, if a citizen inquiry can be answered succinctly and briefly, it will be addressed or it may be delegated to the appropriate Township Official or staff member to respond at a later date. More complicated questions can be answered during Township business hours through web contact, phone calls, email ([oshtemo@oshtemo.org](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 am- 5:00 pm, and on Friday 8:00 am-1:00 pm. Additionally, questions and concerns are accepted at all hours through the website contact form found at [www.oshtemo.org](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.

Oshtemo Township Board of Trustees		
<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>		
Grant Taylor	216-5221	<a href="mailto:gtaylor@oshtemo.org">gtaylor@oshtemo.org</a>
<b><u>Trustees</u></b>		
Cheri L. Bell	372-2275	<a href="mailto:cbell@oshtemo.org">cbell@oshtemo.org</a>
Deb Everett	375-4260	<a href="mailto:deverett@oshtemo.org">deverett@oshtemo.org</a>
Zak Ford	271-5513	<a href="mailto:zford@oshtemo.org">zford@oshtemo.org</a>
Ken Hudok	548-7002	<a href="mailto:khudok@oshtemo.org">khudok@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>		
Mark Barnes	375-0487	<a href="mailto:mbarnes@oshtemo.org">mbarnes@oshtemo.org</a>
<b><u>Ordinance Enf:</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:</u></b>		
Marc Elliott	216-5236	<a href="mailto:melliott@oshtemo.org">melliott@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: 867 8564 4978**

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 toll-free teleconferencing number: **1-929-205-6099**
2. When prompted using your touchtone (DTMF) keypad, enter the Meeting ID number: **867 8564 4978#**

### 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.**



The Supervisor declared that the Resolution has been adopted by at least 2/3 of the members of the Board.

---

DUSTY FARMER, Clerk  
Oshtemo Charter Township

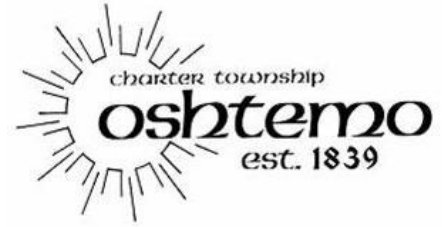
\*\*\*\*\*

CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of an Excerpt of the Minutes of a regular meeting of the Oshtemo Charter Township Board, held on November 10, 2020, 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, Clerk  
Oshtemo Charter Township



# Memorandum

4.c.

**Date:** 6 November 2020  
**To:** Township Board  
**From:** Libby Heiny-Cogswell, Supervisor  
**Subject:** 2021 Municipal Insurance Coverage Proposal

---

## **Objective**

Oshtemo Township Board consideration of 2021 municipal insurance renewal.

## **Background**

The Township is in receipt of a Michigan Municipal Insurance Coverage Proposal from The Hartleb Agency for insurance coverage for property, liability, workers comp, and vehicle coverage for the 2021 calendar year.

The contract with the Hartleb Agency follows internal staff review of property, vehicle, and liability listings and limits. The recommendation is to remain with the Hartleb Agency in 2021.

The premium for 2021 property, liability, cyber, and vehicle coverage totals \$91,219, and reflects slightly less than x% increase over 2020.

The premium will be expensed approximately as follows:

- General Fund \$45,610
- Fire Department \$45,609

The 2021 Township Budget includes itemization for this cost. Please contact the Supervisor if you have any questions about this coverage or to schedule a meeting with our Agent.

**APPOINTMENT OF ACCOUNTING,  
AUDITING, CIVIL ENGINEERING,  
TRAFFIC ENGINEERING, & LEGAL CONSULTANTS**

**2021**

**Accounting**  
Siegfried, Crandall P.C.

**Accounting Special Projects**  
Vredeveld Haefner LLC

**Auditing**  
SeberTans, PLC

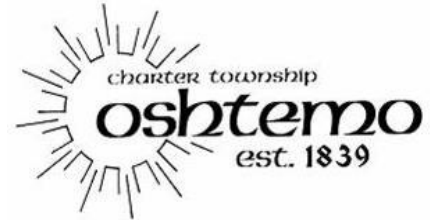
**Civil Engineering (Primary)**  
Prein & Newhof

**Civil Engineering (Secondary)\***  
Williams & Works

**Traffic Engineering**  
Midwestern Consulting LLC  
(James Valenta, PE)

**Legal**  
Miller Canfield (Labor)  
Randall L. Brown & Assoc PLC (HR)  
Fahey & Schultz (Litigation)

\*For any Township review effort or project, the engineering consultant for any applicant or outside government entity shall be a different engineering company than the township civil engineering consultant.



# Memorandum

**Date:** 10 November 2020  
**To:** Township Board  
**From:** Sara Feister, Human Resources  
**Subject:** Navia FSA Carryover Increase and Indexing Amendment

---

## **OBJECTIVE**

Effective 01/01/20, FSA participants can now carryover \$550 per year. Previous carryover amount was \$500.

## **BACKGROUND**

Effective as of the 01/01/20, the Employer amends their plan to increase the carryover and allow for indexing. On May 12, 2020, the Internal Revenue Service released guidance impacting section 125 cafeteria plans. This guidance is designed to provide temporary flexibility for employers and employees and assist with the National response to the 2019 Novel Coronavirus outbreak (COVID-19). These changes permit participants to carryover \$550 for the plan year beginning on or after January 1, 2020. Additionally, the increase in the amount that can be carried over from one plan year to the next shall be indexed for inflation.



**OSHTEMO CHARTER TOWNSHIP, INC FLEXIBLE BENEFITS PLAN  
AMENDMENT**

**ARTICLE I  
PREAMBLE**

- 1.1 **Adoption and effective date of amendment.** The Employer adopts this Amendment to Oshtemo Charter Township Flexible Benefits Plan (the "Plan"). The sponsor intends this Amendment as good faith compliance with the requirements of these provisions. This Amendment shall be effective on or after the date the Employer elects in Section 2.1 below.
- 1.2 **Supersession of inconsistent provisions.** This Amendment shall supersede the provisions of the Plan to the extent those provisions are inconsistent with the provisions of this Amendment.
- 1.3 **Construction.** Except as otherwise provided in this Amendment, any reference to "Section" in this Amendment refers only to sections within this Amendment and is not a reference to the Plan. The Article and Section numbering in this Amendment is solely for purposes of this Amendment, and does not relate to any Plan article, section, or other numbering designations.

**ARTICLE II  
ELECTIONS**

- 2.1 **Effective Date.** The provisions of this Amendment, unless otherwise indicated are effective as of \_\_\_\_\_ (the "Effective date").
- 2.2 **Increase and Indexing of Carryover.**

Effective as of the effective date, the Employer amends their plan to increase the carryover and allow for indexing.

On May 12, 2020, the Internal Revenue Service released guidance impacting section 125 cafeteria plans. This guidance is designed to provide temporary flexibility for employers and employees and assist with the National response to the 2019 Novel Coronavirus outbreak (COVID-19).

These changes permit participants to carryover \$550 for the plan year beginning on or after January 1, 2020. Additionally, the increase in the amount that can be carried over from one plan year to the next shall be indexed for inflation.

This amendment has been executed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Name of Employer: \_\_\_\_\_

By: \_\_\_\_\_  
EMPLOYER

**CERTIFICATE OF ADOPTING RESOLUTION**

The undersigned authorized representative of Oshtemo Charter Township hereby certifies that the following resolutions were duly adopted on \_\_\_\_\_ (date) and that such resolutions have not been modified or rescinded as of the date hereof;

RESOLVED, that the Amendment to the Plan (the Amendment) is hereby approved and adopted, and that an authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the amendment.

The undersigned further certifies that attached hereto is a copy of the Amendment approved and adopted in the foregoing resolution.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

\_\_\_\_\_  
*[print name/title]*

**SUMMARY OF MATERIAL MODIFICATIONS  
for the**

Oshtemo Charter Township  
Flexible Benefits Plan

**I  
INTRODUCTION**

This is a Summary of Material Modifications regarding the Employer Name Flexible Benefits Plan (the “Plan”). This is merely a summary of the most important changes to the Plan and information contained in the Summary Plan Description (“SPD”) previously provided to you. It supplements and amends that SPD so you should retain a copy of this document with your copy of the SPD. If you have any questions, contact the Administrator. If there is any discrepancy between the terms of the Plan, as modified, and this Summary of Material Modifications, the provisions of the Plan will control.

**II  
SUMMARY OF CHANGES**

**Increase and Indexing of Carryover.**

Effective as of the effective date, the Employer amends their plan to increase the carryover and allow for indexing.

On May 12, 2020, the Internal Revenue Service released guidance impacting section 125 cafeteria plans. This guidance is designed to provide temporary flexibility for employers and employees and assist with the National response to the 2019 Novel Coronavirus outbreak (COVID-19).

These changes permit participants to carryover \$550 for the plan year beginning on or after January 1, 2020. Additionally, the increase in the amount that can be carried over from one plan year to the next shall be indexed for inflation.

**CHARTER TOWNSHIP OF OSHTEMO**

**KALAMAZOO COUNTY, MICHIGAN**

**EXCERPT OF MINUTES OF REGULAR MEETING OF THE  
OSHTEMO CHARTER TOWNSHIP BOARD HELD ON  
NOVEMBER 10, 2020, REGARDING FIRE PROTECTION ASSESSMENT**

A meeting of the Oshtemo Charter Township Board was held on November 10, 2020, commencing at 7:15 p.m. at the Oshtemo Charter Township Hall, 7275 West Main Street, within the Charter Township.

Members Present:

Members Absent:

The Chairperson announced that the next item of business would be the public hearing on the proposed special assessment levy in the amount of \$3,155,280 (3.75 mills) against the lands and premises located within the Fire Protection Special Assessment District previously created by the Oshtemo Charter Township Board.

The Township Clerk reported that notice of the public hearing had been published in the Kalamazoo Gazette, a newspaper of general circulation within the Charter Township, on October 29, 2020. Affidavit of the foregoing publication was presented and filed as part of the records of the meeting.

It was pointed out that the area of the special assessment district is Township-wide and explained that the proposed levy of 3.75 mills would produce \$3,155,280 to be raised by special assessment, the total budgeted amount for fire protection being \$3,079,967.

The Chairperson then asked for comments from persons present at the hearing.

After all persons had been given an opportunity to be heard, and an invitation had been repeated by the Chairperson person for the continuance of the public hearing which produced no comments, the following Resolution was then presented by the Township Attorney for consideration and adoption by the Township Board:

**FIRE PROTECTION ASSESSMENT RESOLUTION**

WHEREAS, there has been submitted to the Township Board of the Charter Township of Oshtemo by the Supervisor of said Township a budget for fire protection within said Township for the calendar year of 2021 including operating and maintenance expenses together with capital expenditures in the amount of \$3,079,967; and

WHEREAS, it has been tentatively determined by the Township to assess the sum of \$3,155,280 against the taxable lands and premises (This is a renewal of the current millage.) within the Township through the levy of 3.75 mills special assessment and to pay any additional costs of such fire protection from miscellaneous income accruing to the Township; and

WHEREAS, notice of the hearing was given by publication in the Kalamazoo Gazette on October 29, 2020; and

WHEREAS, Affidavit of the foregoing publication was presented and filed as part of the records of the meeting; and

WHEREAS, a hearing was held on November 10, 2020, at 7:15 p.m. in accordance with duly published notice thereof in accordance with the law and statute; and

WHEREAS, upon further review by the Township Board it appears reasonable and proper to approve a fire protection budget for 2021 fiscal year of the Township in the amount of \$3,079,967 and to further approve a special assessment levy of 3.75 mills against the taxable lands and premises within the Township Fire Protection Special Assessment District benefitted by such fire protection to defray the foregoing sums.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That a budget of the estimated costs and expenses of fire protection including fire extinguishing apparatus and equipment and housing for the same in the total amount of \$3,079,967 for the 2021 fiscal year of the Township commencing January 1, 2021, be hereby approved as reasonable and proper.

2. That a special assessment levy against the taxable lands and premises within the said Fire Protection Special Assessment District of the Township in the amount of 3.75 mills raising the sum of \$3,155,280 be hereby approved and confirmed for collection in a special column on the tax statements to be mailed to the taxpayers of the Township in December of 2020.

3. That the Township Treasurer be hereby directed to collect the foregoing special assessments at the time of the collection of ad valorem Township taxes in December, 2020.

Motion was made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the foregoing Resolution.

Upon roll-call vote, the following voted "AYE":

The following voted "NAY":

Abstained:

The following member was absent:

The Chairperson declared the motion carried and the Resolution duly adopted.

\_\_\_\_\_  
Dusty Farmer, Clerk  
OSHTEMO CHARTER TOWNSHIP

\* \* \* \* \*

CERTIFICATE

Dusty Farmer, the duly elected and acting Clerk of the Charter Township of Oshtemo, Kalamazoo County, Michigan, hereby certifies that the foregoing is a true and correct copy of an Excerpt of the Minutes of a regular meeting of the Oshtemo Charter Township Board held on November 10, 2020, at which a quorum was present.

\_\_\_\_\_  
Dusty Farmer, Clerk  
OSHTEMO CHARTER TOWNSHIP

**CHARTER TOWNSHIP OF OSHTEMO**  
**KALAMAZOO COUNTY, MICHIGAN**

**EXCERPT OF MINUTES OF REGULAR MEETING OF THE**  
**OSHTEMO CHARTER TOWNSHIP BOARD HELD ON**  
**NOVEMBER 10, 2020, REGARDING LIGHTING SPECIAL ASSESSMENT**

A meeting of the Oshtemo Charter Township Board was held on November 10, 2020, commencing at 7:15 p.m. at the Oshtemo Charter Township Hall, 7275 West Main Street, within the Charter Township.

Members Present:

Members absent:

The Supervisor announced that the next item of business would be a public hearing on the proposed special assessment levy of \$159,000 (.3 mills) for lighting within those areas of the Township General Lighting District currently benefitting by street lights in place. The Supervisor identified the areas of the Township where street lights are currently installed. Affidavit of service of public notice was ordered filed as a part of the record of this meeting.

The Township Clerk reported that notice of the public hearing had been published in the Kalamazoo Gazette, a newspaper of general circulation within the Charter Township on October 29, 2020.

The Supervisor then asked for public comments from any persons present at the hearing.



After all persons had been given an opportunity to be heard, and an invitation had been repeated by the Supervisor for the continuance of the public hearing which produced no further public comments, the following Resolution was then presented by the Township Attorney for consideration and adoption by the Township Board:

### **LIGHTING RESOLUTION**

WHEREAS, the Supervisor of the Charter Township of Oshtemo, Kalamazoo County, Michigan, has reported to the Township Board that it is proposed to raise the sum of \$159,000 for lighting expenses within the Oshtemo Township General Lighting District by special assessment at the rate of .3 mills against the properties benefitted by lights within said District and the balance needed by appropriation from the General Fund of the Township for public benefits accruing by virtue of such lighting for the fiscal year commencing on January 1, 2021; and

WHEREAS, the Township Board has tentatively determined that the aforesaid special assessments would be reasonable and just and has directed the Supervisor and Assessing Officer to spread such special assessment sum as a levy against the properties benefitted by lights within said District for such lighting purposes and has called a hearing to review and hear any objections to said cost and expense and to said special assessment levy and General Fund appropriations; and

WHEREAS, notice of a hearing on said assessment roll was given by publication in the Kalamazoo Gazette on October 29, 2020, and by first-class mail to those persons being assessed within the District where additional lighting is being installed; and

WHEREAS, Affidavit of the foregoing publication was presented and filed as part of the records of the meeting; and

WHEREAS, in accordance with said notice, a hearing was held on November 10, 2020, at 7:15 p.m. and opportunity given to all persons present to be heard in the premises; and

WHEREAS, said special assessment roll now appears to be reasonable and proper and in accordance with law and statute and the foregoing decisions.

NOW, THEREFORE, BE IT RESOLVED, that it hereby be determined reasonable and proper to assess the sum of \$159,000 against the properties benefitted by said lighting within said District; and to appropriate from the General Fund on the basis of public benefit such additional sum as may be necessary to cover the balance of such lighting costs and expenses for said fiscal year.

BE IT FURTHER RESOLVED that the levy of .3 mills against the land and premises within the said General Lighting Special Assessment District benefitted by the aforementioned street lighting be hereby confirmed.

BE IT FURTHER RESOLVED that said assessment of .3 mills shall be collected in a special column of the tax statements to be mailed to the taxpayers within the benefitted area of the Township in December, 2020.

BE IT FURTHER RESOLVED that the balance of the costs and expenses of the lighting protection within the benefitted areas of the Township, if any, be appropriated from the General Fund to the Township for the fiscal year 2021.

BE IT FURTHER RESOLVED that the Township Treasurer be hereby directed to collect the foregoing special assessment at the time of the collection of the ad valorem taxes in December, 2020.

Motion was made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the foregoing Resolution.

Upon roll-call vote, the following voted "AYE":

The following voted "NAY":

Abstained:

The following member was absent:

The Supervisor declared the motion carried and the Resolution duly adopted.

\_\_\_\_\_  
Dusty Farmer, Clerk  
OSHTEMO CHARTER TOWNSHIP

\* \* \* \* \*

CERTIFICATE

Dusty Farmer, the duly elected and acting Clerk of the Charter Township of Oshtemo, Kalamazoo County, Michigan, hereby certifies that the foregoing is a true and correct copy of an Excerpt of the Minutes of a regular meeting of the Oshtemo Charter Township Board held on November 10, 2020, at which a quorum was present.

\_\_\_\_\_  
Dusty Farmer, Clerk  
OSHTEMO CHARTER TOWNSHIP

**CHARTER TOWNSHIP OF OSHTEMO**

**KALAMAZOO COUNTY, MICHIGAN**

**EXCERPT OF MINUTES OF REGULAR MEETING OF THE  
OSHTEMO CHARTER TOWNSHIP BOARD HELD ON  
NOVEMBER 10, 2020, REGARDING POLICE PROTECTION ASSESSMENT**

A meeting of the Oshtemo Charter Township Board was held on November 10, 2020, commencing at 7:15 p.m. at the Oshtemo Charter Township Hall, 7275 West Main Street, within the Charter Township.

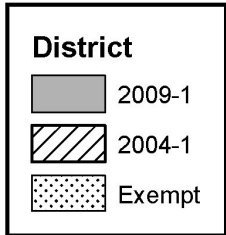
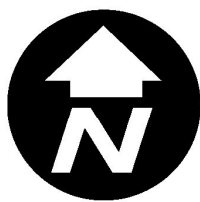
Members Present:

Members absent:

The Supervisor noted a proposed special assessment levy in the amount of \$1,492,062, comprised of 3.8 mills against the lands and premises located within the Police Protection Special Assessment District No. 2004-1 and .9 mills against the lands and premises located within the Police Protection Special Assessment District No. 2009-1 previously created by the Oshtemo Charter Township Board.

It was explained that the levies of 3.8 mills and .9 mills would raise \$1,492,062 within said Districts which would be utilized to continue to furnish police protection for a 12-month period within Police Protection Special Assessment District No. 2004-1, which includes the commercial, commercially developed, high density and multi-family residential areas requiring a higher level of service. District No. 2004-1 does not include any residentially-assessed properties. The said Police Protection Special Assessment District No. 2009-1 is assessed on all the property not otherwise included in Police Protection Special Assessment District No. 2004-1 for 12 months commencing in January, 2021. The Districts are set forth on the following map:

# Police Millage Districts



The total budgeted amount for police protection for the fiscal year 2021 is \$1,464,383, with approximately \$42,000 from carryover, court fines and miscellaneous income and \$1,492,062 from Police Protection Special Assessment District No. 2004-1 and Police Protection Special Assessment District No. 2009-1 being raised by special assessment levy, the balance, if any, to come from reserves or a transfer from general funds.

The Township Clerk reported that notice of the public hearing had been published in the Kalamazoo Gazette, a newspaper of general circulation within Oshtemo Charter Township, on October 29, 2020. The affidavit of the foregoing publication was presented and filed as part of the records of the meeting.

The Supervisor then asked for any comments from any persons present at the hearing. There were no public comments.

After all persons had been given an opportunity to be heard, and an invitation had been repeated by the Supervisor for the continuance of the public hearing which produced no comments, the following Resolution was then presented by the Township Attorney for consideration and adoption by the Township Board:

### **POLICE PROTECTION SPECIAL ASSESSMENT**

WHEREAS, in accordance with Michigan Public Act 33 of 1951 and Public Act 188 of 1954, as amended, a hearing was scheduled and held this date with regard to the Police Protection Special Assessment District No. 2004-1 created by the Township Board on August 26, 1980, expanded and/or amended and confirmed June 10, 2003, November 12, 2013, and October 10, 2017, after hearing, for the purpose of raising sufficient funds to provide additional police protection within the said District for a 12-month period; and

WHEREAS, in accordance with Michigan Public Act 33 of 1951 and Public Act 188 of 1954, as amended, a hearing was scheduled and held this date with regard to the Police Protection Special Assessment District No. 2009-1 created by the Township Board on November 9, 2009, and confirmed on November 23, 2009, and amended October 10, 2017, after hearing, for the purpose of raising sufficient funds to provide additional police protection within the said District for a 12-month period; and

WHEREAS, there has been submitted to the Township Board of the Charter Township of Oshtemo by the Supervisor a budget for police protection within the Township for calendar year 2021 of \$1,464,383; and

WHEREAS, notice of this budget hearing was given by publication in the Kalamazoo Gazette on October 29, 2020.

NOW, THEREFORE, BE IT RESOLVED, that a budget of the estimated costs and expenses of police protection in the total amount of \$1,464,383 for the fiscal year commencing January 1, 2021, is confirmed as reasonable and proper.

IT IS FURTHER RESOLVED that the levy of 3.8 mills against the lands and premises within the said Police Protection Special Assessment District No. 2004-1, as expanded and/or amended, and the levy of .9 mills against the lands and premises within the said Police Protection Special Assessment District No. 2009-1, which are benefitted by the continued additional police protection therein, will raise approximately \$1,492,062, and it is recognized the remainder of the budget is to be paid from court fees, fines and miscellaneous income.

BE IT FURTHER RESOLVED that said assessments of 3.8 mills and .9 mills shall become due and be collected at the same time as ad valorem Township taxes are assessed, levied, and collected in December, 2020, and shall be returned in the same manner for non-payment.

Motion was made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the foregoing Resolution.

Upon roll-call vote, the following voted "AYE":

The following voted "NAY":

Abstained:

The following member was absent:

The Supervisor declared the motion carried and the Resolution duly adopted.

---

Dusty Farmer, Clerk  
OSHTEMO CHARTER TOWNSHIP

\*\*\*\*\*

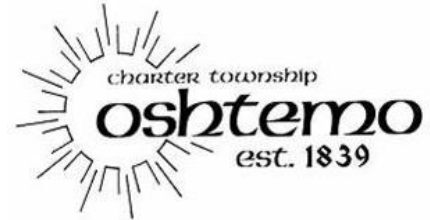
CERTIFICATE

Dusty Farmer, the duly elected and acting Clerk of the Charter Township of Oshtemo, Kalamazoo County, Michigan, hereby certifies that the foregoing is a true and correct copy of an Excerpt of the Minutes of a regular meeting of the Oshtemo Charter Township Board held on November 10, 2020, at which a quorum was present.

---

Dusty Farmer, Clerk  
OSHTEMO CHARTER TOWNSHIP





# Memorandum

**Date:** 6 November 2020  
**To:** Township Board  
**From:** Libby Heiny-Cogswell, Supervisor  
Josh Owens, Assistant to the Supervisor  
**Subject:** Oshtemo Charter Township - 2021 Annual Budget

---

## Objective

Township Board consideration to adopt the 2021 annual detailed budget.

## Background

The 2021 Budget was developed through discussion with Staff and the Township Board at public meetings starting in May and continuing to October. The Budget is compiled and provided for public review in mid-October.

### *2021 Budget & Capital highlights include:*

- Roads & Non-motorized Projects
  - Local Road Maintenance PAR Program Match with KCRC (\$240K)
- Police Protection
  - Kalamazoo County/KCSO Contract – 2 Sergeants; 9 Deputies, providing an increase of three (1) Sergeant and (2) Deputies over the balance of 2020 (\$1.3M)
- Fire & EMS Services
  - Engine 511 – 2008 Pierce Fire Truck Refurbishment (\$120K)
  - Personal Protection Equipment & Other Firefighting Equipment (\$150K)
  - Fire Station 1 Roof Replacement/Fire Stations Maintenance (\$143K)
- Information Technology
  - Security and Router Upgrades for Fire Station 1 and Township Offices (\$14K)
  - Township Website Replacement (\$25K)
  - Expanded Remote Desktop Server space to address Work from Home (\$7K)
- HARC Revolving Fund Sewer Connection Assistance (\$300K)
- Sewer
  - SAW Maintenance/Repairs (\$111K)
- Cemeteries, Buildings & Grounds
  - Plow Truck (\$70K)
  - Cemetery Trust Fund for Maintenance (\$5K)
  - Transition Staffing to address 2021 retirements
  - Change .5 FTE Ordinance Enforcement Administrative Assistant position to .5 FTE Ordinance Enforcement Officer position
- Parks
  - Drake Farmstead Park drive entrance, prairie maintenance, lighting (\$37.8K)
  - Parks Maintenance: parking lot, playground surface renewal, tree trimming, trail signs, etc. (\$17K)

- Street Lighting
  - Continued LED Conversions (\$18K)
- TIF Districts
  - Downtown Development Authority
    - Additional Stadium Drive Sidewalk through DDA area (\$450K)
    - South Drake Corridor Improvement Authority (SoDA)
    - Annual Reimbursement to Township for Drake Path (\$30K)

**Information Provided**

- 2021 Budget Resolution
- 2021 Budget (Portrait Format)
- 2021 Budget (Detailed Format)

**CHARTER TOWNSHIP OF OSHTEMO**

**KALAMAZOO COUNTY, MICHIGAN**

**EXCERPT OF MINUTES OF REGULAR MEETING OF THE  
OSHTEMO CHARTER TOWNSHIP BOARD HELD ON  
NOVEMBER 10, 2020, REGARDING GENERAL FUNDS**

A meeting of the Oshtemo Charter Township Board was held on November 10, 2020, commencing at 7:15 p.m. at the Oshtemo Charter Township Hall, 7275 West Main Street, within the Charter Township.

Members Present:

Members absent:

The Chairperson announced that the next item of business would be a public hearing upon the proposed 2021 General Fund Budget, Fire Fund Budget, Street Lighting Fund Budget and Police Fund Budget for the Charter Township of Oshtemo.

The Township Clerk reported that notice of the public hearing had been published in the Kalamazoo Gazette, a newspaper of general circulation within Oshtemo Charter Township, on October 29, 2020. Affidavit of the foregoing publication was presented and filed as part of the records of the meeting.

Reference was made to the budget document which stated that the total 2021 General Operations Budget for the Charter Township of Oshtemo including special assessment levies will be approximately \$11,566,833. The cost and expenses of the General fund operations for 2021 will be approximately \$4,846,174.

The Budget for Police Protection, Parking Enforcement and Ordinance Enforcement for the fiscal year commencing January 1, 2021, is approximately \$1,464,383 which is comprised of \$1,492,062 being raised by the special assessment levy, court fees and miscellaneous income.

The 2021 Lighting Fund Budget for the fiscal year commencing January 1, 2021, is approximately \$159,000 which is being raised by special assessment.

The 2021 Fire Fund Budget is approximately \$3,079,967 which is comprised of \$3,155,280 being raised by special assessment and revenue carryover.

The general levy of .96 mills against the taxable property within the Township will raise \$880,599.

The Chairperson then asked for public comments from persons present at the hearing.

After all persons had been given an opportunity to be heard, and an invitation had been repeated by the Chairperson for the continuance of the public hearing which produced no comments, the following Resolution was then presented by the Township Attorney for consideration and adoption by the Township Board.

**GENERAL OPERATIONS BUDGET APPROPRIATIONS ACT**  
**AND MILLAGE RESOLUTION**

WHEREAS, in accordance with law and statute a General Operations Budget has been prepared by the Township Supervisor and submitted to the Township Board covering the 2021 fiscal year of the Township in the total amount of \$11,566,833 for General Operations, comprised of police protection budget of \$1,464,383; fire protection budget of \$3,079,967; street lighting special assessment levy of \$159,000; and \$4,846,174 for general Township operations; and

WHEREAS, it has tentatively been determined by the Township Board to levy .96 mills against the taxable real and personal properties within the Township to raise the sum of \$880,599 of said total budget; and

WHEREAS, notice was published in the Kalamazoo Gazette of a hearing upon said Budget and the levy of .96 mills on October 29, 2020, scheduling a hearing for this time and date upon the same and describing where said Budget may be reviewed by the public; and

WHEREAS, a public hearing has been held as scheduled in accordance with such notice and all persons given an opportunity to be heard upon said Budget and levy; and

WHEREAS, as a result of the foregoing, it appears reasonable and proper to approve a total General Operations Budget in the amount of \$11,566,833 including the aforementioned lighting, fire and police protection special assessment levies and to approve a levy of .96 mills.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the General Operations Budget for the Charter Township of Oshtemo for the 2021 fiscal year of the Township commencing on January 1, 2021, in the total amount of \$11,556,833, including \$4,846,174 for general Township operations, police protection budget of \$1,464,383 (\$1,492,062 from special assessment levy); lighting fund budget of \$159,000 (all raised by special assessment); fire fund budget of \$3,079,967 (\$3,155,280 from special assessment) is adopted.

2. Said special assessment levies are hereby approved and confirmed as reasonable and proper.

3. That a general tax levy in the amount of .96 mills against the taxable real and personal properties within the Township be hereby approved and confirmed to be collected with the tax statement delivered to taxpayers in the Township in December of 2020 to defray a portion of the foregoing budget.

4. That the Clerk be hereby directed to report the foregoing tax levy to the Supervisor of the Township forthwith and that the Supervisor, in turn, be hereby directed to deliver certified copies of the Resolution to the Clerk of the County of Kalamazoo for presentation to the County Board of Commissioners at its subsequent annual meeting.

After the resolution was discussed, \_\_\_\_\_ made a motion which was seconded by \_\_\_\_\_ to adopt the resolutions.

Upon roll-call vote, the following voted "AYE":

The following voted "NAY":

Abstained:

The following member was absent:

The Chairperson declared the Resolution duly adopted.

---

Dusty Farmer, Clerk  
OSHTEMO CHARTER TOWNSHIP

\*\*\*\*\*

**CERTIFICATE**

Dusty Farmer, the duly elected and acting Clerk of the Charter Township of Oshtemo, Kalamazoo County, Michigan, hereby certifies that the foregoing is a true and correct copy of an Excerpt of the Minutes of a regular meeting of the Oshtemo Charter Township Board held on November 10, 2020, at which a quorum was present.

\_\_\_\_\_  
Dusty Farmer, Clerk  
OSHTEMO CHARTER TOWNSHIP



**Budget**  
**Fiscal year**  
**2021**



# Table of Contents

Revenues/Expenditures Summaries	P. 1
General Fund	P. 4
Parks Fund	P. 21
Cemetery Fund	P. 24
Fire Department Fund	P. 26
Police Fund	P. 34
Street Lighting Fund	P. 39
Sewer Hardship Revolving Fund	P. 42
South Drake Corridor Improvement Authority (SoDA)	P. 45
Building Fund	P. 48
Sewer Fund	P. 51
Water Fund	P. 54
Retiree Medical Trust Fund	P. 57
Downtown Development Authority Fund	P. 60

**Revenue Budget Summary  
Fiscal 2021 Budget**

<b>General Fund</b>	Carryover	1,455,000
	Current Real Property Tax	797,874
	Delq P.P. Tax	2,500
	Payments in Lieu of Taxes	2,000
	Other Tax Related Revenue	2,000
	Property Tax Admin Fee	371,000
	Animal Licenses	200
	Manufactured Home Comm Fees	5,000
	Hawkers/Peddlers	100
	Reimburse Revenue	21,500
	SRS-Right of Way	18,000
	SRS-Sales Tax Statutory	35,000
	SRS-Sales Tax Constitutional	1,800,000
	Other Grants	55,000
	FOIA/Subpoena Payment	2,500
	Cable Fees	165,000
	Election Reimbursement	10,000
	Planning Fees	30,000
	Metal Recycling Revenue	3,000
	Sidewalk Permit/Inspection	1,500
	Grave Openings	20,000
	Sales of Lots	10,000
	Monument Installations	4,000
	Interest Earned	14,000
	SMBA Facility Fee	21,000
<b>Parks Fund</b>	Donations - Restricted	10,000
	Grant Revenues	13,650
	Rental Fee - Grange	3,000
	Rental Fee - Oshemo Community Center	5,500
	Rental Fee - Twp Park Pavilion	6,000
	Rental Fee - Flesher Pavilion	4,000
	Rental Fee - Flesher Gazebo	500
	Rental Fee - Drake Farmstead	2,000
	Interest Earned	13,300
	Transfer from General Fund	250,000
<b>Cemetery Trust Fund</b>	Transfer from General Fund	5,000
<b>Fire Operating</b>	Carryover	0
	Current Property Tax Levy	2,613,722
	Interest Earned	5,000
<b>Fire Equipment/Facilities</b>	Carryover	149,350
	Current Property Tax Levy	461,245
	Interest Earned	3,500
<b>Police Fund</b>	Current Property Tax Levy	1,416,383
	Liquor License Fees	22,000
	Ordinance Violations-8th District Court	20,000
	General Ordinance Violations	2,000
	Rental Housing Inspection Applications	2,000
	Interest Earned	2,000
<b>Street Lighting Fund</b>	Current Property Tax Levy	159,000
<b>Sewer Hardship Revolving Fund</b>	Transfer from Other Funds	300,000
<b>SoDA Fund</b>	Current Real Property Tax	40,000
	Interest Earned	500
<b>Building Fund</b>	Carryover	50,000
<b>Sewer Fund</b>	Mortgage/Contract/SAD/FF	250,000
	Interest on Investments	1,800
	Interest on Assessments	10,000
	Assessment Revenue	200,000
	Benefit Fees	330,000
	Surcharge	315,000
	Transfer In	250,000
<b>Water Fund</b>	Carryover	40,000
	Mortgage/Contract/SAD/FF	28,000
	Interest on Investments	10,000
	Interest on Assessments	4,000
	Assessment Revenue	30,000
	Benefit Fees	70,000
	Surcharge	84,000
<b>Retiree Medical Trust Fund</b>	Carryover	15,000
<b>DDA Fund</b>	Carryover	500,000
	Current Real Property Tax	189,476
	Miscellaneous	35,000
	Interest Earned	1,000
	<b>Total Revenue</b>	<b>12,769,100</b>

**Expenditures Summary  
Fiscal 2021 Budget**

<b>General Fund</b>	Transfer	505,000
	Supervisor	236,873
	Clerk	137,025
	Treasurer	111,416
	Trustees	38,880
	Elections	16,700
	Information Technology	261,254
	Assessing/Tax Records	267,940
	Cemetery, Bldgs & Grounds	744,400
	Finance & Legal	112,500
	Insurance & Bonds	348,900
	General Twp Operations	314,680
	Legal	183,604
	Public Works	1,296,740
	Planning Dept	270,262
	<b>Total General Fund</b>	<b>4,846,174</b>
<b>Parks Fund</b>	Parks	295,328
		<b>Total Parks Fund</b>
<b>Fire Fund Operating</b>	Administration	1,632,517
	Dept Operations	878,965
	Maintenance	107,240
		<b>Total Fire Fund - Operations</b>
<b>Fire Fund Equipment/Facilities</b>	Equipment	429,597
		<b>Total Fire Fund - Equipment/Facilities</b>
<b>Police Fund</b>	Police Contract	1,347,500
	Parking Violations Enforcement	7,700
	Gen Ordinance Enforcement	52,078
		<b>Total Police Fund</b>
<b>Street Lighting Fund</b>	Public Works	159,000
		<b>Total Street Lighting Fund</b>
<b>Sewer Hardship Revolving Fund</b>	Revolving Improvement	50,000
		<b>Total Sewer Hardship Revolving Fund</b>
<b>SoDA Fund</b>	Economic Development	38,000
		<b>Total SoDA Fund</b>
<b>Building Fund</b>	Building Dept	49,578
		<b>Total Building Fund</b>
<b>Sewer Fund</b>	Sewer	733,030
		<b>Total Sewer Fund</b>
<b>Water Fund</b>	Water	260,876
		<b>Total Water Fund</b>
<b>Retiree Medical Trust Fund</b>	Insurance & Bonds	15,000
		<b>Total Retiree Medical Trust Fund</b>
<b>DDA Fund</b>	Economic Development	654,250
		<b>Total DDA Fund</b>
	<b>Total All Funds</b>	<b>11,556,833</b>

**Planned Expenditure Comparison  
By Fund  
Fiscal 2021 Budget**

	<b>2020</b>	<b>2021</b>	<b>2020 Variance</b>	<b>2021 Variance Percentage</b>
<b>General</b>	7,111,451	4,846,174	-2,265,277	-32%
<b>Parks</b>	540,088	295,328	-244,760	-45%
<b>Fire Operations</b>	2,544,614	2,618,722	74,108	3%
<b>Fire Equipment &amp; Facilities</b>	431,606	429,597	-2,009	0%
<b>Police</b>	969,233	1,407,278	438,045	45%
<b>Street Lighting</b>	135,000	159,000	24,000	18%
<b>Sewer Hardship</b>		50,000	50,000	NA
<b>South Drake Corridor Improvement Authority</b>	40,400	38,000	-2,400	-6%
<b>Building</b>	50,383	49,578	-805	-2%
<b>Sewer</b>	1,641,775	733,030	-908,745	-55%
<b>Water</b>	474,027	260,876	-213,151	-45%
<b>Retiree Medical Trust</b>	13,500	15,000	1,500	11%
<b>Downtown Development Authority</b>	706,250	654,250	-52,000	-7%
<b>Total</b>	<b>14,658,327</b>	<b>11,556,833</b>	<b>-3,101,494</b>	<b>-21%</b>

# General Fund

Budget  
Fiscal year  
2021



10/12/2020

BUDGET REPORT FOR OSHTEMO CHARTER TOWNSHIP

2021 BUDGET

Calculations as of 10/31/2020

GL NUMBER	DESCRIPTION	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/20	2021 RECOMMENDED BUDGET
Dept 001 - Revenue				
ESTIMATED REVENUES				
101-001-40100	Carryover	2,562,875		1,455,000
101-001-40300	Current Real Property Tax	845,972	786,858	797,874
101-001-40700	Delq P.P. Tax			2,500
101-001-43000	Payments in Lieu of Taxes	2,000	2,215	2,000
101-001-44500	Other Tax Related Revenue	2,000	24,537	2,000
101-001-44700	Property Tax Admin Fee	367,023	366,103	371,000
101-001-45200	Animal Licenses	200	200	200
101-001-45300	Manufactured Home Comm Fees	4,900	3,811	5,000
101-001-45400	Hawkers/Peddlers	100	30	100
101-001-47600	Reimburse Revenue	34,254	11,461	21,500
101-001-47700	SRS-Right of Way	16,000	17,555	18,000
101-001-57400	SRS-Sales Tax Statutory	77,268	25,580	35,000
101-001-57500	SRS-Sales Tax Constitutional	2,030,287	910,372	1,800,000
101-001-57600	Other Grants	801,572		55,000
101-001-60300	FOIA/Subpeona Payment	2,500	720	2,500
101-001-60500	Cable Fees	170,000	124,724	165,000
101-001-60700	Election Reimbursement	30,000		10,000
101-001-61400	Planning Escrow		(78)	
101-001-61500	Planning Fees	30,000	19,650	30,000
101-001-61700	Metal Recycling Revenue	4,000	1,663	3,000
101-001-61800	Sidewalk Permit/Inspection	1,500	7,710	1,500
101-001-63400	Grave Openings	19,000	15,154	20,000
101-001-64300	Sales of Lots	10,000	9,200	10,000
101-001-64500	Monument Installations	4,000	3,881	4,000
101-001-66500	Interest Earned	75,000	22,820	14,000
101-001-69900	SMBA Facility Fee	21,000	20,250	21,000
Total for dept 001 - Revenue				4,846,174
TOTAL ESTIMATED REVENUES				4,846,174

Dept 110 - Transfer to Other Funds			
101-110-96510	Transfer to Sewer	250,000	250,000
101-110-96525	Transfer to Cemetery	5,000	5,000
101-110-96560	Transfer to Parks Fund	325,000	250,000
Totals for dept 110 - Transfer to Other Funds			505,000

Dept 171 - Supervisor				
101-171-70200	Salaries	220,078	161,222	204,819
101-171-71500	Payroll Taxes - FICA	16,836	11,886	15,669
101-171-72200	Pension Plan	15,883	6,415	16,385
Totals for dept 171 - Supervisor				236,873

---



Dept 173 - Clerk			
101-173-70200	Salaries	116,481	91,427
101-173-71500	Payroll Taxes - FICA	8,911	6,475
101-173-72200	Pension Plan	9,318	3,614
Totals for dept 173 - Clerk			137,025

Dept 174 - Treasurer			
101-174-70200	Salaries	96,413	74,706
101-174-71500	Payroll Taxes - FICA	7,276	5,406
101-174-72200	Pension Plan	7,609	2,988
101-174-73000	Postage	7,500	2,609
Totals for dept 174 - Treasurer			111,416

Dept 175 - Trustees				
101-175-70200	Salaries	28,000	18,610	36,000
101-175-71500	Payroll Taxes - FICA	2,240	1,424	2,880
Total for dept 175 - Trustees				<hr/>
				38,880
				<hr/>

Dept 191 - Elections				
101-191-71500	Payroll Taxes - FICA	150	159	100
101-191-72200	Pension Plan	100	88	100
101-191-72800	Supplies	15,500	19,312	3,000
101-191-73000	Postage	34,500	28,390	4,000
101-191-80800	Precinct Workers	52,300	6,794	9,500
101-191-82670	Facility Rental Fees	1,000	500	
101-191-97000	Capital Outlay-Equipment	3,325		
Totals for dept 191 - Elections				16,700

Dept 201 - Information Technology				
101-201-70200	Salaries/Clerical	56,000	26,923	56,000
101-201-71500	Payroll Taxes - FICA	4,284	2,062	4,284
101-201-72200	Pension Plan	3,102	1,034	4,480
101-201-72800	Supplies	1,000	1,300	3,000
101-201-80500	Computer Support	115,950	79,112	150,740
101-201-97000	Capital Outlay	11,000	3,144	42,750
Totals for dept 201 - Information Technology				261,254

Dept 209 - Assessing/Tax Records				
101-209-70200	Salaries	116,201	90,899	119,922
101-209-70300	Board of Review Salaries	3,000	2,535	3,000
101-209-71500	Payroll Taxes - FICA	8,889	6,911	9,174
101-209-72200	Pension Plan	9,296	3,636	9,594
101-209-72800	Supplies	4,000	476	1,000
101-209-73000	Postage	6,500	6,063	7,250
101-209-80700	Contracted Appeals	60,000	18,607	60,000
101-209-82000	Engineering Fees	20,000	6,656	20,000
101-209-82600	Legal Fees	18,000		20,000
101-209-87000	Mileage	800		800
101-209-90300	Legal Notices	1,200	865	1,200
101-209-95800	Education/Dues	5,000	750	5,000
101-209-97000	Capital Outlay-Equipment	11,000	2,526	11,000
Totals for dept 209 - Assessing/Tax Records				267,940

Dept 218 - Cemetery, Bldgs & Grounds				
101-218-72800	Supplies	1,500	243	1,500
101-218-75100	Vehicle Maintenance	3,000	9	3,000
101-218-75300	Grounds Maint Equipment	2,500	939	2,500
101-218-75700	Tools & Supplies	1,500	67	1,500
101-218-76000	Facility Supplies	3,200	945	3,200
101-218-76600	Expendable Supplies	3,000	1,483	3,000
101-218-80500	Contracted Snow Removal	1,000		1,000
101-218-80600	Contracted Lawn Maintenance	11,500	9,000	12,500
101-218-80800	Contracted Grave Openings		12,935	20,000
101-218-86800	Fuel, Oil & Grease	1,500	277	1,500
101-218-92000	Water	2,000	1,227	2,000
101-218-92100	Electric	23,000	13,136	23,000
101-218-92300	Heat	4,000	2,101	4,000
101-218-93100	Maintenance Services	24,500	12,787	28,700
101-218-97400	Capital Outlay	187,500	1,644	637,000
Totals for dept 218 - Cemetery, Bldgs & Grounds				744,400

Dept 223 - Finance & Legal  
101-223-82500  
101-223-82600  
Totals for dept 223 - Finance & Legal

Accounting & Audit Fees	62,500	42,056	62,500
Legal Fees	30,000	44,030	50,000
	-----		-----
			112,500
	-----		-----



Dept 234 - Insurance & Bonds				
101-234-71600	Health & Life Insurance	214,500	208,438	214,900
101-234-72500	Retiree Health Care	68,400	(3,594)	72,000
101-234-91100	Worker's Compensation	13,700	10,087	12,000
101-234-91200	General Insurance	42,000	14,988	50,000
Totals for dept 234 - Insurance & Bonds				348,900

Dept 249 - General Twp Operations				
101-249-70200	Salaries	123,985	76,225	103,062
101-249-70400	In Lieu Of Insurance	7,020	5,625	
101-249-71500	Payroll Taxes - FICA	9,584	5,763	7,984
101-249-72200	Pension Plan	9,542	3,019	7,972
101-249-72800	Supplies	8,000	6,100	8,000
101-249-72900	Petty Cash	300	300	
101-249-73000	Postage	15,000	11,940	15,000
101-249-75100	Vehicle Maintenance	1,500		1,500
101-249-80800	Contracted Services	71,500	52,272	4,500
101-249-85300	Telephone	7,000	4,906	7,000
101-249-86800	Fuel, Oil & Grease	800	84	800
101-249-87000	Mileage	1,000	254	500
101-249-87200	New Hire Expenses	4,000	5,697	3,000
101-249-90300	Legal Notices	18,000	11,466	18,000
101-249-93300	Equipment Maintenance	12,400	10,333	12,400
101-249-95600	Household Hazard Waste	17,000	10,187	17,000
101-249-95700	Newsletter	16,000	8,988	35,000
101-249-95800	Education/Dues	24,000	10,878	20,000
101-249-95900	Trash Collection	51,000	30,353	51,000
101-249-96100	BOR/MTT Refunds		9,501	
101-249-96300	Contingency Items	19,272		1,962
101-249-97600	Capital Outlay	106,500		
101-249-97700	Capital Outlay / Equipment	10,000		
Totals for dept 249 - General Twp Operations				314,680

Dept 250 - Legal				
101-250-70200	Salaries	267,647	210,090	232,500
101-250-71500	Payroll Taxes - FICA	16,988	14,549	16,404
101-250-72200	Pension Plan	21,412	8,404	18,600
101-250-72800	Supplies	1,200	1,439	1,000
101-250-80800	Contracted Legal Counsel/Temp Paralegal	2,200		
101-250-83000	Departmental Billings	(99,000)	(3,890)	(99,000)
101-250-87000	Mileage	550		500
101-250-95500	Law Library/Archives	14,500	9,726	12,000
101-250-95800	Education/Dues	1,200	224	1,000
101-250-97000	Capital Outlay	1,250		600
Totals for dept 250 - Legal				183,604

Dept 506 - Public Works				
101-506-70200	Salaries	84,167	68,301	71,630
101-506-71500	Payroll Taxes - FICA	6,477	5,055	5,480
101-506-72200	Pension Plan	5,711	2,105	5,730
101-506-72800	Supplies	2,500	117	500
101-506-73000	Postage	600	221	500
101-506-82000	Engineering Fees	6,000	77	5,000
101-506-82600	Legal Fees	12,000		5,000
101-506-87000	Mileage	500	461	500
101-506-95200	Road Project Costs	352,552	20,009	
101-506-95200.RDMAIN	Road Project Costs	397,082	242,571	240,000
101-506-95200.SANCOB	Sewer 1, Contract B		1,620	
101-506-95300	Storm Sewer Costs	12,000		15,000
101-506-95800	EDUCATION/DUES	2,000		2,000
101-506-97600	Capital Outlay	20,000	30	20,000
101-506-97600.NMDRDR	Non-Motorized Drake Rd	286,000	1,900	6,000
101-506-97600.NMDRSA	Non Motorized Drake Safety Grant	657,500	52,407	
101-506-97600.NMDRTA	South Drake Phase 2 Transportation Alt.	213,000	32,920	
101-506-97600.NMKLAV	Non Motorized Facility KL Ave	20,000		10,000
101-506-97600.NMP211	NON-MOTO WHITEGATE TO POWDERHORN			95,500
101-506-97600.NMS9TH	Non motorized 9th St.	30,000		
101-506-97600.NMSTDM	Non motorized Stadium	520,000	15,530	6,000
101-506-97600.PLATSW	Capital Outlay / Bldg Adds	30,000	10,148	
101-506-97600.SANCOA	Sewer 1 Contract A		3,239	174,900
101-506-97600.SANCOB	Sewer 1, Contract B	148,800		30,000
101-506-97600.SANPH2	Sewer 2	30,000		
101-506-97600.SWGMDR	Sidewalk, Green Meadow	430,000		239,000
101-506-97600.SWMHDR	Sidewalk, Maple Hill and Croyden	473,000		364,000
Totals for dept 506 - Public Works				1,296,740

Dept 805 - Planning Dept				
101-805-70200	Salary	108,163	84,076	133,369
101-805-70300	SALARY-PC/ZBA	14,380	7,025	14,380
101-805-71500	Payroll Taxes - FICA	8,274	6,595	10,203
101-805-72200	Pension Plan	8,653	3,363	10,670
101-805-72800	Supplies	2,000	251	1,000
101-805-73000	Postage	2,000	32	2,000
101-805-80100	GIS Expense	7,000	1,836	14,000
101-805-80800	Consultants	25,000	12,112	29,000
101-805-81000	Escrow Refund		4,620	
101-805-82000	Engineering Fees	3,000	1,650	3,000
101-805-82600	Legal Fees	32,000		32,000
101-805-87000	Mileage	300		300
101-805-90300	Legal Notices	15,000	8,597	15,000
101-805-95800	Education/Dues	5,000	1,969	5,340
Totals for dept 805 - Planning Dept				270,262
<hr/>				
TOTAL APPROPRIATIONS - FUND 101		7,111,451	2,161,592	4,846,174
NET OF REVENUES/APPROPRIATIONS - FUND 101				0

# Parks Fund

Budget  
Fiscal year  
2021



Fund 107 - Parks

Dept 751 - Parks Revenue

ESTIMATED REVENUES

107-751-40100	Carryover	150,949		
107-751-46000	Donations - Restricted	10,000	10,000	10,000
107-751-46100	Donations - Unrestricted		966	
107-751-46200	Grant Revenues	13,650	51,959	13,650
107-751-47200	Rental Fee - Grange	6,000	740	3,000
107-751-47300	Rental Fee - Oshtemo Community Center	11,000	3,040	5,500
107-751-47400	Rental Fee - Twp Park Pavilion	6,000	2,340	6,000
107-751-47500	Rental Fee - Flesher Pavilion	4,000	2,905	4,000
107-751-47600	Rental Fee - Flesher Gazebo	200	625	500
107-751-47700	Rental Fee - Drake Farmstead			2,000
107-751-66500	Interest Earned	16,000	103	13,300
107-751-67500	Transfer from General Fund	325,000		250,000
Totals for Dept 751 - Parks Revenue				307,950

Dept 756 - Parks Facilities				
107-756-70210	Salaries	94,472	53,715	77,953
107-756-71500	Payroll Taxes - FICA	7,227	3,961	5,963
107-756-72200	Pension Plan	6,340	1,903	5,697
107-756-72800	Program/Marketing Supplies	2,500		3,000
107-756-75100	Vehicle Maintenance	2,600		2,600
107-756-75300	Grounds Maint Equipment	4,500	1,587	4,500
107-756-75700	Tools & Supplies	300	173	300
107-756-76000	Facility Supplies	3,000	413	3,000
107-756-76600	Expendable Supplies	4,000	2,092	4,000
107-756-80500	Contracted Snow Removal	1,000		1,000
107-756-80800	Consultant	14,000	360	15,000
107-756-80800.DRFMP2	Consultant	1,800		
107-756-80800.DRKFRM	Consultant			2,000
107-756-82500	Accounting & Audit Fees	2,000	1,350	2,000
107-756-82600	Legal Fees	2,000		2,000
107-756-85300	Telephone	2,000	1,440	2,000
107-756-86800	Fuel, Oil & Grease	1,500	767	1,500
107-756-92000	Water	2,000	990	2,000
107-756-92100	Electric	8,700	4,201	8,700
107-756-92300	Heat	6,500	3,242	6,500
107-756-93100	Maintenance Services	23,700	14,666	24,815
107-756-95800	Education/Dues	1,200	861	1,200
107-756-97400	Capital Outlay/Improvements	74,000	5,253	20,000
107-756-97400.DRFMP2	Capital Outlay/Improvements	150,949	65,767	
107-756-97400.DRFMP3	Capital Outlay/Improvements	60,300	9,462	37,800
107-756-97400.GRNGHL	Capital Outlay/Improvements	2,500		4,000
107-756-97700	Capital Outlay/Equipment	56,000		54,800
107-756-98000	Capital Outlay/Oshtemo Comm Center	2,000		
107-756-98100	Capital Outlay/Drake House	3,000	300	3,000
Totals for Dept 756 - Parks Facilities				295,328
				-----
				-----
TOTAL APPROPRIATIONS - FUND 107				295,328
NET OF REVENUES/APPROPRIATIONS - FUND 107				12,622
				-----



# Cemetery Fund

Budget  
Fiscal year  
2021



Fund 151 - CEMETERY TRUST FUND

Dept 001 - Revenue

ESTIMATED REVENUES

151-001-66500

151-001-67500

Totals for dept 001 - Revenue

Interest Earned

Transfer from General Fund

		3	
	5,000		5,000
			5,000
	5,000	3	5,000

NET OF REVENUES/APPROPRIATIONS - 001 - Revenue

# Fire Department Fund

Budget  
Fiscal year  
2021



Fund 206 - Fire

Dept 001 - Revenue

ESTIMATED REVENUES

206-001-40100	Carryover	46,336		
206-001-40200	Current Property Tax Levy	2,480,278	2,453,087	2,613,722
206-001-47500	Miscellaneous		150	
206-001-47700	False Alarm Fines		1,604	
206-001-66500	Interest Earned	18,000	2,248	5,000
Totals for dept 001 - Revenue				2,618,722
TOTAL ESTIMATED REVENUES				2,618,722

Dept 336 - Administration				
206-336-70200	Salaries	944,047	709,059	961,116
206-336-70300	Overtime	60,000	46,758	62,110
206-336-70310	Other Overtime	39,800	13,206	48,000
206-336-70400	In Lieu Of Insurance	2,340	2,745	2,340
206-336-71500	Payroll Taxes - FICA	79,854	57,046	81,949
206-336-71600	Health & Life Insurance	131,569	104,891	140,218
206-336-72200	Pension Plan	83,163	27,675	85,698
206-336-72500	Clothing Allowance	31,590	8,654	22,029
206-336-72600	Retiree Health Care	57,600		57,600
206-336-82500	Accounting & Audit Fees	5,000	6,269	6,000
206-336-82600	Legal Fees	45,000	49,689	20,000
206-336-87000	Mileage	500		500
206-336-95900	Continuing Education	51,025	11,021	55,440
206-336-96100	Hazmat Fees	1,400		1,400
206-336-96300	Admin Contingency			88,117
Totals for dept 336 - Administration				1,632,517

Dept 340 - Dept Operations				
206-340-70500	Fire Pay - On Call	415,384	265,460	375,000
206-340-71500	Payroll Taxes - FICA	6,023	3,895	5,440
206-340-71800	Fire Dept Maintenance		(276)	
206-340-72200	Pension Plan	41,538	24,315	37,500
206-340-72800	Supplies	8,000	1,192	9,000
206-340-72900	Petty Cash	500		500
206-340-75500	EMS Supplies	6,660	3,726	12,034
206-340-75700	Tools & Supplies	3,000	512	3,000
206-340-76000	Training Supplies	5,595	4,315	1,102
206-340-76100	Public Education	5,880		2,970
206-340-76600	Equipment	5,020	3,981	4,800
206-340-80900	Computer Operations	77,523	44,472	92,601
206-340-85100	Radio Maintenance	11,150		7,600
206-340-85300	Telephone	13,740	7,393	14,000
206-340-86700	Vehicle Operations	91,881	99,800	107,991
206-340-86800	Fuel	30,000	15,939	30,000
206-340-87100	Physical Exams	26,075	360	26,800
206-340-87200	New Hire Expenses	5,500	1,999	5,060
206-340-91200	General Insurance	141,927	102,529	126,927
206-340-93300	Equipment Maintenance	15,060	3,669	16,640
206-340-96100	BOR/MTT Refunds-Operations Fund		12,311	
206-340-96300	Operations Contingency	13,077		
Totals for dept 340 - Dept Operations				878,965

Dept 341 - Maintenance				
206-341-70200	Fire Maintenance Salaries	12,240	10,426	15,468
206-341-71500	Payroll Taxes - FICA	936	700	1,183
206-341-72200	Pension Plan	892	386	1,124
206-341-75100	Vehicle Gas & Maintenance	1,500		1,500
206-341-75300	Grounds Maint Equipment	700	366	700
206-341-75700	Tools & Supplies	300	6	300
206-341-76000	Facility Supplies	3,800	581	10,000
206-341-76600	Expendable Supplies	2,100	2,620	4,000
206-341-86800	Fuel, Oil, and Grease	625	321	650
206-341-92000	Water	2,900	1,736	2,500
206-341-92100	Electric	33,000	24,306	33,000
206-341-92300	Heat	12,600	8,135	12,600
206-341-93100	Maintenance Services	16,600	20,282	24,215
Totals for dept 341 - Maintenance				107,240
				-----
				-----
TOTAL APPROPRIATIONS - FUND 206				2,618,722
NET OF REVENUES/APPROPRIATIONS - FUND 206				0

Fund 211 - Fire Equipment

Dept 001 - Revenue

ESTIMATED REVENUES

211-001-40100	Carryover	1,000		149,350
211-001-40200	Current Property Tax Levy	444,703	388,904	276,747
211-001-47500	Miscellaneous		800	
211-001-66500	Interest Earned	28,000	4,673	3,500
211-001-67300	Sales-Fixed Assets	15,000	135,000	
Totals for dept 001 - Revenue		488,703	529,377	429,597



Dept 344 - Expenditures				
211-344-76600	Personal Protective Equipment	43,875	2,778	41,975
211-344-82500	Accounting & Audit Fees	1,000	1,450	2,000
211-344-97600	Vehicle	180,000	161,207	120,000
211-344-98000	Capital Outlay/Equipment	101,731	81,570	122,622
211-344-98100	Capital Outlay/Facilities	100,000	125	143,000
211-344-98800	Contingency	5,000		
Totals for dept 344 - Expenditures				429,597
<hr/>				
TOTAL APPROPRIATIONS - FUND 211				429,597
NET OF REVENUES/APPROPRIATIONS - FUND 211				0

Fund 212 - Fire Capital

Dept 001 - Revenue

ESTIMATED REVENUES

212-001-40200

Totals for dept 001 - Revenue

Current Property Tax Levy

148,913

184,498

148,913

184,498

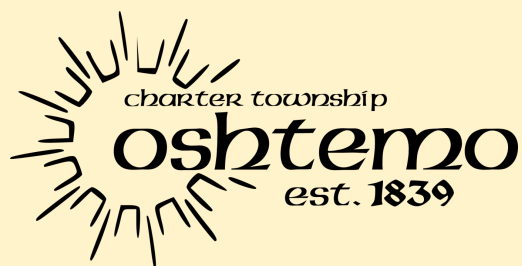
TOTAL APPROPRIATIONS - FUND 212

NET OF REVENUES/APPROPRIATIONS - FUND 212

184,498

# Police Fund

Budget  
Fiscal year  
2021



Fund 207 - Police

Dept 001 - Revenue

ESTIMATED REVENUES

207-001-40200	Current Property Tax Levy	1,405,103	1,383,525	1,416,383
207-001-45200	Liquor License Fees	20,000	23,740	22,000
207-001-65000	Ordinance Violations-8th District Court	40,000	13,852	20,000
207-001-65100	General Ordinance Violations	2,000	1,340	2,000
207-001-65300	False Fire Alarm Fines		11,081	
207-001-65600	Parking Violations	5,000	1,310	
207-001-65700	Rental Housing Inspection Applications	2,000	300	2,000
207-001-66500	Interest Earned	12,000	4,102	2,000
Totals for dept 001 - Revenue				1,464,383

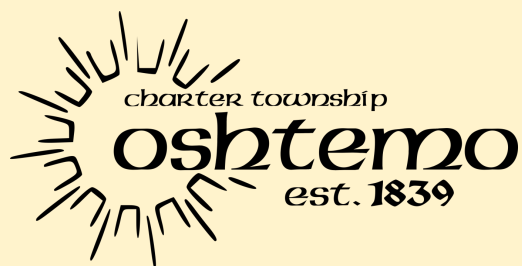
Dept 310 - POLICE CONTRACT ADMIN				
207-310-70200	Salary/Contract Administrator	1,000		1,000
207-310-80200	Protection Contract - KC	867,500	192,861	1,329,000
207-310-80300	KCSD Satellite Office	11,000		
207-310-82500	Accounting & Audit Fees	8,000	1,950	5,000
207-310-82600	Legal Fees-8th District Court	23,000		12,500
207-310-96100	BOR/MTT Refunds		12,475	
207-310-97000	Capital Outlay	1,250	820	
Totals for dept 310 - POLICE CONTRACT ADMIN				1,347,500

Dept 320 - PARKING VIOLATIONS ENFORCEMENT			
207-320-71500	Payroll Taxes - FICA	400	400
207-320-72200	Pension Plan	500	500
207-320-72800	Supplies	500	500
207-320-80900	Parking Enforcement Officers	5,000	5,000
207-320-82600	Legal Fees-Parking Enforcement		300
207-320-87000	PEO Mileage	1,000	1,000
Totals for dept 320 - PARKING VIOLATIONS ENFORCEMENT		-----	-----
			7,700
		-----	-----

Dept 330 - GEN ORDINANCE ENFORCEMENT				
207-330-70200	Salaries	37,955	23,008	37,681
207-330-71500	Payroll Taxes - FICA	2,904	1,751	2,883
207-330-72200	Pension Plan	2,724	920	3,014
207-330-72800	Supplies	2,500	153	2,500
207-330-82600	Legal Fees	4,000	175	6,000
Totals for dept 330 - GEN ORDINANCE ENFORCEMENT				52,078
-----				
-----				
TOTAL APPROPRIATIONS - FUND 207				1,407,278
-----				
NET OF REVENUES/APPROPRIATIONS - FUND 207				57,105

# Street Lighting Fund

Budget  
Fiscal year  
2021





Fund 219 - Street Lighting Fund

Dept 001 - Revenue  
ESTIMATED REVENUES  
219-001-40200  
219-001-66500  
Totals for dept 001 - Revenue

Current Property Tax Levy  
Interest Earned

151,000		159,000
	12	
<hr/>		159,000
<hr/>		

Dept 506 - Public Works			
219-506-82500	Accounting & Audit Fees	500	800
219-506-92600	Street Lighting	135,000	140,000
219-506-97600	Capital Outlay / Upgrade		18,200
Totals for dept 506 - Public Works			159,000
			-----
			-----
TOTAL APPROPRIATIONS - FUND 219			159,000
NET OF REVENUES/APPROPRIATIONS - FUND 219			0

# Sewer Hardship Fund

Budget  
Fiscal year  
2021



Fund 246 - Sewer Hardship Revolving Fund

Dept 001 - Revenue  
ESTIMATED REVENUES  
246-001-67500

Transfer from Other Funds

300,000	300,000	300,000
<hr/>		
		300,000
<hr/>		

Totals for dept 001 - Revenue

Dept 265 - Revolving Improvement Expenses			
246-265-97600	Capital Outlay/Other	300,000	
246-265-97800	Miscellaneous		50,000
Totals for dept 265 - Revolving Improvement Expenses			50,000
<hr/>			
TOTAL APPROPRIATIONS - FUND 246			50,000
NET OF REVENUES/APPROPRIATIONS - FUND 246			250,000

# SoDA Fund

Budget  
Fiscal year  
2021



Fund 247 - SoDA Fund

Dept 001 - Revenue

ESTIMATED REVENUES

247-001-40100

247-001-40300

247-001-66500

Totals for dept 001 - Revenue

Carryover

Current Real Property Tax

Interest Earned

200

40,000

1,400

39,814

183

40,000

500

40,500

Dept 728 - Economic Development			
247-728-82500	Accounting & Audit Fees	500	500
247-728-93300	Repairs/Maintenance	9,900	259
247-728-97500	Capital Outlay/Obligated Projects	30,000	30,000
Totals for dept 728 - Economic Development			38,000
<hr/>			
TOTAL APPROPRIATIONS - FUND 247			38,000
NET OF REVENUES/APPROPRIATIONS - FUND 247			2,500



# Building Fund

Budget  
Fiscal year  
2021



Fund 249 - Building

Dept 001 - Revenue  
ESTIMATED REVENUES  
249-001-40100  
249-001-66400

Carryover  
Interest on Investments

	43,000		50,000
	8,000	2,225	50,000
<hr/>			
<hr/>			

Totals for dept 001 - Revenue

Dept 371 - Bldg Dept				
249-371-70200	Salaries/Clerical	37,955	23,022	37,681
249-371-71500	Payroll Taxes - FICA	2,904	1,752	2,883
249-371-72200	Pension Plan	2,724	921	3,014
249-371-82500	Accounting & Audit Fees	2,200	3,300	3,000
249-371-82600	Legal Fees	2,000		2,000
249-371-95800	Education/Dues	1,000		1,000
249-371-97600	Capital Outlay	1,600		
Totals for dept 371 - Bldg Dept				49,578
				-----
				-----
TOTAL APPROPRIATIONS - FUND 249				49,578
NET OF REVENUES/APPROPRIATIONS - FUND 249				422

# Sewer Fund

Budget  
Fiscal year  
2021



Fund 490 - Sewer

Dept 000 - General  
ESTIMATED REVENUES

490-000-40100	Carryover	502,060		
490-000-65000	Mortgage/Contract/SAD/FF	300,000	192,809	250,000
490-000-66400	Interest on Investments	5,000	3,593	1,800
490-000-66600	Interest on Assessments	6,000		10,000
490-000-67900	Assessment Revenue	60,000		200,000
490-000-68000	Benefit Fees	220,000	316,397	330,000
490-000-68500	Surcharge	293,368	25,441	315,000
490-000-69600	Miscellaneous Revenue	26,000	68,095	
490-000-69900	Transfer In	250,000		250,000
Totals for dept 000 - General				<u>1,356,800</u>

Dept 000 - Sewer				
490-000-70200	Salaries/Clerical	75,127	41,950	76,723
490-000-71500	Payroll Taxes - FICA	5,785	3,036	5,869
490-000-72200	Pension Plan	5,303	1,678	6,138
490-000-80800	Audit Fees	3,500	2,450	3,500
490-000-81000	Legal Fees	15,000	960	7,800
490-000-82000	Engineering Fees	16,000	1,798	6,000
490-000-82000.SAWENG	SAW Grant Engineering Fees	139,000	90,211	
490-000-82000.SAWSRV	SAW Grant Clean/VAC Field Services	20,910	33,925	
490-000-95800	Professional Fees	26,000	12,500	26,000
490-000-96400	Construction Costs	88,150	50,220	131,000
490-000-96590	Transfer to USDA Sewer Phase 2	817,000		170,000
490-000-96595	Transfer to Sewer Hardship	300,000	300,000	300,000
490-000-99600	Debt Service	130,000		
Totals for dept 000 - Sewer				733,030
				-----
				-----
TOTAL APPROPRIATIONS - FUND 490				733,030
NET OF REVENUES/APPROPRIATIONS - FUND 490				623,770
				-----

# Water Fund

Budget  
Fiscal year  
2021



Fund 491 - Water

Dept 000 - General  
ESTIMATED REVENUES

491-000-40100	Carryover	(12,000)		40,000
491-000-65000	Mortgage/Contract/SAD/FF	18,000	70,386	28,000
491-000-66400	Interest on Investments	28,000	10,444	10,000
491-000-66600	Interest on Assessments			4,000
491-000-67900	Assessment Revenue			30,000
491-000-68000	Benefit Fees	60,000	76,267	70,000
491-000-68500	Surcharge	75,000	68,482	84,000
491-000-69600	Miscellaneous Revenue	320,000	257,581	
Totals for dept 000 - General				266,000



Dept 000 - Water				
491-000-70200	Salaries/Clerical	10,328	5,100	13,901
491-000-71500	Payroll Taxes - FICA	714	390	1,063
491-000-72200	Pension Plan	685	204	1,112
491-000-80800	Audit Fees	2,500	2,450	3,400
491-000-82000	Engineering Fees	36,800	598	52,400
491-000-82600	Legal Fees	1,000	90	1,000
491-000-95800	Professional Fees	26,000	12,500	13,000
491-000-96200	Miscellaneous	6,000	550	1,000
491-000-96400	Construction Costs	70,000	319,586	20,000
491-000-96400.WM7TO8	Construction Water Main 7th to 8th			154,000
491-000-96400.WTRKLA	Construction Costs	320,000		
Totals for dept 000 - Water				260,876
<hr/>				
<hr/>				
<hr/>				
TOTAL APPROPRIATIONS - FUND 491				260,876
NET OF REVENUES/APPROPRIATIONS - FUND 491				5,124

# Retiree Medical Trust Fund

Budget  
Fiscal year  
2021



Fund 736 - Retiree Medical Trust Fund

Dept 001 - Revenue  
ESTIMATED REVENUES  
736-001-40100  
736-001-66500  
Totals for dept 001 - Revenue

Carryover  
Interest Earned

7,000		15,000
6,500	(50,038)	15,000
<hr/>		
<hr/>		

Dept 234 - Insurance & Bonds			
736-234-72500	Insurance Premiums	13,500	6,684
Totals for dept 234 - Insurance & Bonds			15,000
		-----	
		-----	
TOTAL APPROPRIATIONS - FUND 736			15,000
NET OF REVENUES/APPROPRIATIONS - FUND 736			-----

# DDA Fund

Budget  
Fiscal year  
2021



Fund 900 - DDA Fund

Dept 001 - Revenue  
ESTIMATED REVENUES

900-001-40100	Carryover	540,000		500,000
900-001-40300	Current Real Property Tax	170,000	168,227	189,476
900-001-47500	Miscellaneous			35,000
900-001-66500	Interest Earned	15,000	5,103	1,000
Totals for dept 001 - Revenue				725,476

Dept 728 - Economic Development			
900-728-70300	Salaries-Staff	2,000	2,000
900-728-72800	Supplies	500	500
900-728-73000	Postage	500	298
900-728-80100	Community Events	750	750
900-728-80800	Consultants	20,000	55,000
900-728-82500	Accounting & Audit Fees	2,000	1,350
900-728-82600	Legal Fees	2,000	2,000
900-728-90300	Legal Notices	500	500
900-728-93300	Repairs and Maintenance	8,000	3,224
900-728-97500	Capital Outlay/Obligated Projects	20,000	65,000
900-728-97500.DDACNR	DDA Stadium Corner Project	380,000	110,757
900-728-97500.NMSTDM	Non motorized Stadium Dr.	60,000	7,526
900-728-97600	Capital Outlay/Land Acquisition	110,000	60,000
900-728-97700	Emergency Assistance Program	100,000	47,500
Totals for dept 728 - Economic Development			654,250

ESTIMATED REVENUES - ALL FUNDS	12,832,750
APPROPRIATIONS - ALL FUNDS	11,556,833
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS	<hr/> 1,275,917



**OSHTEMO CHARTER TOWNSHIP DETAILED 2021 BUDGET REQUEST 10.14.2020**

<b>GL NUMBER</b>	<b>FOOTNOTE AMOUNT</b>	<b>DESCRIPTION</b>	<b>2019 ACTIVITY</b>	<b>2020 AMENDED BUDGET</b>	<b>2020 ACTIVITY THRU 10/31/2020</b>	<b>2021 REQUESTED BUDGET</b>
<b>GENERAL FUND ESTIMATED REVENUE</b>						
101-001-40100		Carryover		2,562,875		1,455,000
101-001-40300		Current Real Property Tax	779,303	845,972	786,858	797,874
		<i>Current levy .96</i>				
101-001-40700		Delq P.P. Tax	2,151			2,500
101-001-40900		Act 198 Tax Collection	1,965			
101-001-43000		Payments in Lieu of Taxes	2,058	2,000	2,215	2,000
101-001-44500		Other Tax Related Revenue	2,747	2,000	24,537	2,000
101-001-44600		Penalties/Interest Taxes	130			
101-001-44700		Property Tax Admin Fee	366,248	367,023	366,103	371,000
		<i>1% Summer, 1% Winter</i>				
101-001-45200		Animal Licenses	192	200	200	200
101-001-45300		Manufactured Home Comm Fees	4,964	4,900	3,811	5,000
101-001-45400		Hawkers/Peddlers	60	100	30	100
101-001-47500		Miscellaneous	4,070			
101-001-47600		Reimburse Revenue	13,189	34,254	11,461	21,500
	10,000	<i>SMBA Legal Fees</i>				
	500	<i>DDA Legal Fees</i>				
	11,000	<i>Police Satelite Office Facility</i>				
101-001-47700		SRS-Right of Way	16,069	16,000	17,555	18,000
101-001-57400		SRS-Sales Tax Statutory	75,881	77,268	25,580	35,000
101-001-57500		SRS-Sales Tax Constitutional	1,918,472	2,030,287	910,372	1,800,000
101-001-57600		Other Grants	60,000	801,572		55,000
	30,000	<i>SoDA Reimbursement #3 to Twp for Drake Rd Non-Motorized Facilities</i>				
	25,000	<i>Other Development Revenue (NM/Sidewalk Participation Agreements)</i>				
101-001-60300		FOIA/Subpeona Payment	1,715	2,500	674	2,500
101-001-60500		Cable Fees	180,663	170,000	124,724	165,000
101-001-60700		Election Reimbursement	11,355	30,000		10,000
101-001-61400		Planning Escrow			(78)	
101-001-61500		Planning Fees	17,720	30,000	19,050	30,000
101-001-61700		Metal Recycling Revenue	3,185	4,000	1,663	3,000
101-001-61800		Sidewalk Permit/Inspection		1,500	7,650	1,500
101-001-63400		Grave Openings	14,800	19,000	13,654	20,000
101-001-64300		Sales of Lots	5,450	10,000	9,200	10,000
101-001-64500		Monument Installations	1,037	4,000	3,881	4,000
101-001-66500		Interest Earned	72,266	75,000	22,820	14,000
101-001-69400		Insurance Reimbursement	3,375			
101-001-69900		SMBA Facility Fee	20,000	21,000	20,000	21,000
<b>TOTAL ESTIMATED REVENUE</b>			<b>3,579,065</b>	<b>7,111,451</b>	<b>2,371,960</b>	<b>4,846,174</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>TRANSFER TO OTHER FUNDS</b>						
101-110-96510		Transfer to Sewer	250,000	250,000		250,000
		<i>Phase I Construction (roadway contributon) to 492-000-67800</i>				
101-110-96525		Transfer to Cemetery		5,000		5,000
101-110-96540		Transfer to Police Fund	2,400			
101-110-96560		Transfer to Parks Fund	185,000	325,000		250,000
<b>TOTAL GENERAL FUND TRANSFERS TO OTHER FUNDS</b>			<b>437,400</b>	<b>580,000</b>		<b>505,000</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>SUPERVISOR'S OFFICE</b>						
101-171-70200		Salaries	145,883	220,078	161,222	204,819
		<i>Supervisor 1 FTE</i>				
		<i>Assist to Supervisor - Strategic Planning, Ops (1 FTE)</i>				
		<i>HR/Benefits - Recruiting, Benefits (1 FTE)</i>				
		<i>Admin Assistant (.925 FTE; 20%)</i>				
101-171-71500		Payroll Taxes - FICA	10,717	16,836	11,886	15,669
101-171-72200		Pension Plan	11,372	15,883	6,415	16,385
<b>TOTAL SUPERVISOR'S OFFICE</b>			<b>167,972</b>	<b>252,797</b>	<b>179,523</b>	<b>236,873</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>CLERK'S OFFICE</b>						
101-173-70200		Salaries	113,959	116,481	91,427	118,482
		<i>Clerk</i>				
		<i>Deputy Clerk</i>				
		<i>Assistant Clerk .925 FTE (80% Clerk, 20% General)</i>				
		<i>Administrative Assistant (20% of .925 FTE)</i>				
101-173-71500		Payroll Taxes - FICA	8,045	8,911	6,475	9,064
101-173-72200		Pension Plan	8,814	9,318	3,614	9,479
<b>TOTAL CLERK'S OFFICE</b>			<b>130,818</b>	<b>134,710</b>	<b>101,516</b>	<b>137,025</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>TREASURER'S OFFICE</b>						
101-174-70200		Salaries	94,728	96,413	74,706	90,030
		<i>Treasurer 1 FTE</i>				
		<i>Assistant Treasurer (925 FTE; 60%)</i>				
		<i>Deputy Treasurer</i>				
101-174-71500		Payroll Taxes - FICA	6,780	7,276	5,406	6,788
101-174-72200		Pension Plan	7,447	7,609	2,988	7,098
101-174-73000		Postage	5,456	7,500	2,609	7,500
	2,000	<i>Delinquent Personal Property Taxes</i>				
	5,500	<i>Tax Bills</i>				
<b>TOTAL TREASURER'S OFFICE</b>			<b>114,411</b>	<b>118,798</b>	<b>85,709</b>	<b>111,416</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>TRUSTEES</b>						
101-175-70200		Salaries	22,680	28,000	18,610	36,000
101-175-71500		Payroll Taxes - FICA	1,735	2,240	1,424	2,880
<b>TOTAL TRUSTEES</b>			<b>24,415</b>	<b>30,240</b>	<b>20,034</b>	<b>38,880</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>ELECTIONS</b>						
101-191-71500		Payroll Taxes - FICA		150	159	100
101-191-72200		Pension Plan		100	88	100
101-191-72800		Supplies	1,942	15,500	12,887	3,000
		<i>2 backup e-pollbook laptops, ID cards, supplies, AV envelopes, app, ballots</i>				
101-191-73000		Postage	2,969	34,500	28,390	4,000
		<i>Postage for ID cards and AV</i>				
101-191-80800		Precinct Workers	8,312	52,300	6,794	
		<i>1 election</i>				9,500
101-191-82670		Facility Rental Fees	500	1,000	500	
101-191-97000		Capital Outlay-Equipment	8,106	3,325		
<b>TOTAL ELECTIONS</b>			<b>21,829</b>	<b>106,875</b>	<b>48,818</b>	<b>16,700</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>INFORMATION TECHNOLOGY</b>						
101-201-70200		Salaries/Clerical	431	56,000	26,923	56,000
		<i>IT Coordinatorr (1 FTE; 80%)</i>				
101-201-71500		Payroll Taxes - FICA	33	4,284	2,062	4,284
101-201-72200		Pension Plan		3,102	1,034	4,480
101-201-72800		Supplies	2,713	1,000	596	3,000
		<i>Cables, keyboards, monitors, mouse devices, WFH support</i>				
101-201-80500		Computer Support	86,724	115,950	78,158	150,740
	14,400	<i>BS&amp;A Annual Support</i>				
	5,000	<i>Encode Ordinance Hosting</i>				
	1,300	<i>Apex Software</i>				
	2,640	<i>BS&amp;A Seats</i>				
	65,600	<i>Secant Cloud Service (add: 2 factor auth; 2nd rds server;server space)</i>				
	5,500	<i>Web Page (new: annual hosting, support, training)</i>				
	3,600	<i>GIS Licensing (3 concurrent seats)</i>				
	7,500	<i>IT Additional Costs</i>				
	100	<i>SSL Certificate (Encryption)</i>				
	1,000	<i>Community Center WiFi</i>				
	8,000	<i>Laserfiche</i>				
	7,600	<i>Fiber optic dedicated line (CTS)</i>				
	13,725	<i>Printer Services (central &amp; desktop)</i>				
	540	<i>Remote access &amp; control support</i>				
	8,000	<i>WFH Support (\$200/person*40 staff)</i>				
	1,835	<i>Adobe Support (10 concurrent)</i>				
	2,400	<i>Asset tagging system</i>				
	2,000	<i>Password protection system</i>				
101-201-97000		Capital Outlay	6,643	11,000	3,144	42,750
	7,700	<i>Computer Replacements (7 Dell; internal servicing)</i>				
	20,000	<i>Web Page Upgrade (interactive)</i>				
	11,350	<i>Router Upgrade (Station 1 &amp; Township Hall)</i>				
	3,700	<i>Township Branding/Logo/User Guide</i>				
<b>TOTAL INFORMATION TECHNOLOGY</b>			<b>96,544</b>	<b>191,336</b>	<b>111,917</b>	<b>261,254</b>



GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>ASSESSING DEPT</b>						
101-209-70200		Salaries	115,918	116,201	90,899	119,922
		<i>Assessor (1 FTE)</i>				
		<i>Assistant to Assessor (1 FTE)</i>				
101-209-70300		Board of Review Salaries	2,405	3,000	2,535	3,000
		<i>\$65/half day &amp; \$130 full day, including alternate</i>				
101-209-71500		Payroll Taxes - FICA	8,951	8,889	6,911	9,174
101-209-72200		Pension Plan	9,338	9,296	3,636	9,594
101-209-72800		Supplies	400	4,000	441	1,000
101-209-73000		Postage	6,154	6,500	6,063	7,250
101-209-80700		Contracted Appeals	60,417	60,000	18,607	60,000
	28,000	<i>Legal</i>				
	32,000	<i>Commercial Appraisals</i>				
101-209-82000		Engineering Fees	16,708	20,000	6,656	20,000
101-209-82600		Legal Fees	20,085	18,000		20,000
101-209-87000		Mileage	851	800		800
101-209-90300		Legal Notices	722	1,200	865	1,200
101-209-95800		Education/Dues	4,785	5,000	750	5,000
101-209-97000		Capital Outlay-Equipment	13,905	11,000	2,526	11,000
	8,000	<i>BS&amp;A Programming Service</i>				
	500	<i>Misc</i>				
	2,500	<i>PivotPoint Software/Assessing Mobile Technology</i>				
<b>TOTAL ASSESSING DEPT</b>			<b>260,639</b>	<b>263,886</b>	<b>139,889</b>	<b>267,940</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>CEMETERIES, BLDGS, GROUNDS</b>						
101-218-72800		Supplies	293	1,500	243	1,500
101-218-75100		Vehicle Maintenance	2,138	3,000	9	3,000
101-218-75300		Grounds Maint Equipment	1,445	2,500	848	2,500
101-218-75700		Tools & Supplies	144	1,500	67	1,500
101-218-76000		Facility Supplies	3,157	3,200	945	3,200
101-218-76600		Expendable Supplies	1,641	3,000	1,406	3,000
101-218-80500		Contracted Snow Removal	125	1,000		1,000
101-218-80600		Contracted Lawn Maintenance	8,900	11,500	7,500	12,500
101-218-80800		Contracted Grave Openings	13,600		12,935	20,000
101-218-86800		Fuel, Oil & Grease	662	1,500	277	1,500
101-218-92000		Water	1,403	2,000	1,042	2,000
101-218-92100		Electric	19,295	23,000	11,627	23,000
101-218-92300		Heat	3,794	4,000	2,000	4,000
101-218-93100		Maintenance Services	22,134	24,500	11,856	28,700
	4,000	Trash services				
	200	Irrigation close				
	740	Security System				
	990	Security Video				
	2,200	Window Cleaning				
	1,500	Carpet Cleaning				
	8,400	Facility Cleaning				
	200	Annusl Fire Extinguisher Service				
	250	Annual Fire System Testing				
	840	Generator Service				
	490	Pest Control				
	525	Septic Systems Servicing				
	8,365	Systems Repair				
101-218-97400		Capital Outlay	18,102	187,500	1,644	637,000
	300,000	Maintenance Facility Structure Modification or Pole Bldg Framework (Insulation, Interior, Electrical, Water Extension)				
	2,500	Lighting Upgrades (LED)				
	6,000	Asphalt Maintenance (crack seal, sealcoat, etc)				
	20,000	Cemetery Maintenance (Phase 3 of 4)				
	60,000	Twp Office, Public Restrooms Sanitary Sewer Connections (Connection & Fee)				
	30,000	Replacement Township Hall Carpet (PH2)				
	140,000	Roof Replacement Township office				
	10,000	Township Office Chairs (PH1)				
	35,000	New Maintenance Truck (part)				
	33,500	Bobcat & Trailer				
<b>TOTAL CEMETERIES, BLDGS, GROUNDS</b>			<b>96,833</b>	<b>269,700</b>	<b>52,399</b>	<b>744,400</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>FINANCE &amp; LEGAL</b>						
101-223-82500		Accounting & Audit Fees	39,820	62,500	42,056	62,500
	14,500	<i>Annual Audit &amp; Single Audit</i>				
	48,000	<i>Acctg Consulting Services (prepare financial stmts, month end, etc)</i>				
101-223-82600		Legal Fees	64,486	30,000	37,632	50,000
<b>TOTAL FINANCE &amp; LEGAL</b>			<b>104,306</b>	<b>92,500</b>	<b>79,688</b>	<b>112,500</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>INSURANCE &amp; BONDS</b>						
101-234-71600		Health & Life Insurance	192,486	214,500	198,005	214,900
	190,000	<i>Health Insurance</i>				
	3,000	<i>Life Insurance</i>				
	6,000	<i>ST/LT Disability</i>				
	1,700	<i>HRA/FSA Admin Fees</i>				
	2,500	<i>Long Term Care</i>				
	11,700	<i>In Lieu of</i>				
101-234-72500		Retiree Health Care	72,960	68,400	(3,594)	72,000
		<i>Full Time Employees Defined Contribution Plan (20)</i>				
101-234-91100		Worker's Compensation	8,545	13,700	10,087	12,000
101-234-91200		General Insurance	43,268	42,000	14,988	50,000
		<i>Liability/Vehicles/Property</i>				
<b>TOTAL INSURANCE &amp; BONDS</b>			<b>317,259</b>	<b>338,600</b>	<b>219,486</b>	<b>348,900</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>GENERAL TWP OPERATIONS</b>						
101-249-70200		Salaries	110,453	123,985	76,225	103,062
		<i>Customer Service Admin Assistant (.925 FTE; 60%)</i>				
		<i>GIS Specialist (1 FTE; 10%)</i>				
		<i>Assistant Clerk (.925 FTE; 20%)</i>				
		<i>Maintenance - Director (1 FTE: 65%)</i>				
		<i>Maintenance - General (1 FTE: 45% )</i>				
		<i>Maintenance - General (.5 FTE; 50%)</i>				
		<i>Maintenance -Seasonal (55%)</i>				
		<i>Assistant Treasurer (.925 FTE; 20%)</i>				
101-249-70400		In Lieu Of Insurance	6,646	7,020	5,625	
101-249-71500		Payroll Taxes - FICA	8,510	9,584	5,763	7,984
101-249-72200		Pension Plan	7,806	9,542	3,019	7,972
101-249-72800		Supplies	6,787	8,000	5,998	8,000
101-249-72900		Petty Cash		300	300	
101-249-73000		Postage	7,808	15,000	11,940	15,000
101-249-75100		Vehicle Maintenance	263	1,500		1,500
101-249-80800		Contracted Services	68,222	71,500	52,272	4,500
	2,500	<i>Maintenance</i>				
	2,000	<i>Maintenance - Hazardous Communication</i>				
101-249-85300		Telephone	5,682	7,000	4,426	7,000
101-249-86800		Fuel, Oil & Grease	642	800	84	800
101-249-87000		Mileage	1,390	1,000	238	500
101-249-87200		New Hire Expenses	8,999	4,000	5,697	3,000
101-249-90300		Legal Notices	23,373	18,000	11,466	18,000
101-249-93300		Equipment Maintenance	10,722	12,400	9,552	12,400
101-249-95600		Household Hazard Waste	16,052	17,000	10,187	17,000
101-249-95700		Newsletter	11,214	16,000	7,813	35,000
	25,000	<i>Newsletter &amp; Other Communications</i>				
	10,000	<i>Community Survey</i>				
101-249-95800		Education/Dues	21,385	24,000	10,878	20,000
101-249-95900		Trash Collection	52,470	51,000	25,549	51,000
	49,500	<i>Township Trash Day Operations</i>				
	1,500	<i>Township Trash Day Staffing</i>				
101-249-96100		BOR/MTT Refunds	2,334		9,501	
101-249-96300		Contingency Items		19,272		1,962
101-249-97500		Capital Outlay / Buildings	4,826			
101-249-97600		Capital Outlay		106,500		
101-249-97700		Capital Outlay / Equipment	4,785	10,000		
<b>TOTAL GENERAL TWP OPERATIONS</b>			<b>380,369</b>	<b>533,403</b>	<b>256,533</b>	<b>314,680</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>LEGAL DEPT</b>						
101-250-70200		Salaries	264,802	267,647	210,090	232,500
		<i>Attorney 1 FTE</i>				
		<i>Admin Assist/Paralegal 1 FTE (retiring June 26th)</i>				
		<i>Admin Assist/Paralega 1 FTE (transition/overlap)</i>				
101-250-71500		Payroll Taxes - FICA	15,951	16,988	14,549	16,404
101-250-72200		Pension Plan	21,558	21,412	8,404	18,600
101-250-72800		Supplies	1,186	1,200	1,031	1,000
101-250-80800		Contracted Legal Counsel/Temp Paralegal		2,200		
101-250-83000		Departmental Billings	(123,114)	(99,000)	(3,890)	(99,000)
101-250-87000		Mileage	314	550		500
101-250-95500		Law Library/Archives	13,436	14,500	9,726	12,000
101-250-95800		Education/Dues	600	1,200	224	1,000
101-250-97000		Capital Outlay	443	1,250		600
<b>TOTAL LEGAL DEPT</b>			<b>195,176</b>	<b>227,947</b>	<b>240,134</b>	<b>183,604</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>PUBLIC WORKS DEPT</b>						
101-506-70200		Salaries	72,676	84,167	68,301	71,630
		<i>PW Director (1 FTE; 50%; ~August 31 Retirement)</i>				
		<i>PW Deputy Director (1 FTE; 25%)</i>				
		<i>PW Technical (1 FTE 50%; start ~July)</i>				
		<i>PW Technical (Part Time, Flex Schedule)</i>				
101-506-71500		Payroll Taxes - FICA	5,340	6,477	5,055	5,480
101-506-72200		Pension Plan	6,791	5,711	2,105	5,730
101-506-72800		Supplies		2,500	117	500
101-506-73000		Postage	29	600	221	500
101-506-82000		Engineering Fees	8,334	6,000	77	5,000
101-506-82600		Legal Fees	18,030	12,000		5,000
101-506-87000		Mileage	6	500	269	500
101-506-95200		Road Project Costs		352,552	16,874	
101-506-95200.BTR2RD		Road Project Costs	366,500			
101-506-95200.RDMAIN		Road Project Costs	168,756	397,082	231,989	240,000
		<i>Road Maintenance Program (support RCKC PAR match program)</i>				
101-506-95200.SANCOB		Sewer 1, Contract B			1,620	
101-506-95300		Storm Sewer Costs	364	12,000		15,000
	6,000	<i>Improvements to Maple Hill Storm PS in conjunction with transfer to Drain Comm</i>				
	6,000	<i>General storm sewer capital expense</i>				
	3,000	<i>Osh Contribution to RC Basin at Bunker Hill</i>				
101-506-95800		Education/Dues	668	2,000		2,000
101-506-97600		Capital Outlay	6,710	20,000		20,000
		<i>Non-motorized facilities ADA assessment activities with maintenance &amp; restoration</i>				
101-506-97600.NMDRDR		Non-Motorized Drake Rd		286,000	1,500	6,000
		<i>Non Motorized TA KL Ave to Stadium (3rd and Final segment)- Esmts &amp; Rptng</i>				
101-506-97600.NMDRSA		Non Motorized Drake Safety Grant	9,834	657,500	38,750	
101-506-97600.NMDRTA		South Drake Phase 2 Transportation Alt.	393,757	213,000	32,920	
101-506-97600.NMKLAV		Non Motorized Facility KL Ave		20,000		10,000
		<i>KL Ave Path Incrementals (Legal Descriptions &amp; Easement Acquisitions)</i>				
101-506-97600.NMP211		Non-moto Whitegate to Powderhorn				95,500
		<i>Non Motorized, Whitegate Ln, from Powderderhorn to 11th (west &amp; north sides)</i>				
101-506-97600.NMS9TH		Non motorized 9th St.		30,000		
101-506-97600.NMSTDM		Non motorized Stadium	14,354	520,000	15,530	6,000
		<i>8th St to Quail (N side) DDA - Esmt participation</i>				
101-506-97600.PLATSW		Capital Outlay / Bldg Adds	5,292	30,000	10,148	
101-506-97600.SANCOA		Sewer 1 Contract A	12,600		3,239	174,900
		<i>Traffic Calming &amp; Shoulder Striping</i>				
101-506-97600.SANCOB		Sewer 1, Contract B	1,732	148,800		30,000
	15,000	<i>Fairgrove Connector SW, Mansfield to Stadium, 5-ft, one side (east)</i>				
	15,000	<i>Easterly SW Extensions, @100 ft each at Castlen and Lamplighter</i>				
101-506-97600.SANPH2		Sewer 2		30,000		
101-506-97600.SWGMDR		Sidewalk, Green Meadow		430,000		239,000

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
		<i>Green Meadow, bid following Contract A (Skyridge Swr), 6ft Wk N Side Only</i>				
101-506-97600.SWMHDR		Sidewalk, Maple Hill and Croyden		473,000		364,000
		<i>To be bid following Contract B (Beech St Sewer), 5-ft SW, E and S side only</i>				
<b>TOTAL PUBLIC WORKS DEPT</b>			<b>1,091,773</b>	<b>3,739,889</b>	<b>428,715</b>	<b>1,296,740</b>



GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>PLANNING DEPT</b>						
101-805-70200		Salary	94,225	108,163	84,076	133,369
		<i>Planning Director (1 FTE)</i>				
		<i>Zoning Administrator (1 FTE; 90%)</i>				
		<i>Zoning Administrator (1 FTE; 20%)</i>				
		<i>Admin Assistant (.925 FTE; 20%)</i>				
101-805-70300		SALARY-PC/ZBA	11,045	14,380	7,025	14,380
	8,800	<i>Planning Commission</i>				
	5,580	<i>Zoning Board of Appeals</i>				
101-805-71500		Payroll Taxes - FICA	7,864	8,274	6,595	10,203
101-805-72200		Pension Plan	4,533	8,653	3,363	10,670
101-805-72800		Supplies	199	2,000	251	1,000
101-805-73000		Postage		2,000	32	2,000
101-805-80100		GIS Expense	2,309	7,000	1,836	14,000
101-805-80800		Consultants	49,086	25,000	10,337	29,000
	15,000	<i>Zoning Ordinance Updates (Marihuana. 5G, etc)</i>				
	8,000	<i>Recorder of Minutes</i>				
	6,000	<i>GO! Green Oshtemo Conservation Next Steps Planning &amp; Community Outreach</i>				
101-805-81000		Escrow Refund			4,620	
101-805-82000		Engineering Fees	1,256	3,000	1,650	3,000
101-805-82600		Legal Fees	33,495	32,000		32,000
101-805-87000		Mileage	230	300		300
101-805-90300		Legal Notices	20,466	15,000	8,597	15,000
101-805-95800		Education/Dues	2,715	5,000	1,969	5,340
	500	<i>Planning Director Annual APA Dues</i>				
	700	<i>PC/Staff general APA Dues</i>				
	200	<i>Planetizen/Urban Planning News</i>				
	1,440	<i>ZBA/PC workshops (est. \$120 per member - 12 members)</i>				
	2,000	<i>MI APA Conference (\$800 registration - 2 staff- hotel)</i>				
	500	<i>Other workshops for PD staff</i>				
<b>TOTAL PLANNING DEPT</b>			<b>227,423</b>	<b>230,770</b>	<b>130,351</b>	<b>270,262</b>

GENERAL FUND OVERALL TOTAL ESTIMATED REVENUE  
GENERAL FUND OVERALL TOTAL ESTIMATED APPROPRIATIONS

4,846,174  
4,846,174

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>PARKS FUND ESTIMATED REVENUE</b>						
107-751-40100		Carryover		150,949		
107-751-46000		Donations - Restricted	19,126	10,000		10,000
		<i>Rotary Picnic Shelter (#3 of 5)</i>				
107-751-46100		Donations - Unrestricted	1,678		966	
107-751-46200		Grant Revenues	6,380	13,650	51,959	13,650
107-751-47200		Rental Fee - Grange	10,545	6,000	740	3,000
107-751-47300		Rental Fee - Oshtemo Community Center	13,953	11,000	3,040	5,500
107-751-47400		Rental Fee - Twp Park Pavilion	6,345	6,000	2,565	6,000
107-751-47500		Rental Fee - Flesher Pavilion	5,113	4,000	3,030	4,000
107-751-47600		Rental Fee - Flesher Gazebo	75	200	625	500
107-751-47700		Rental Fee - Drake Farmstead				2,000
107-751-66500		Interest Earned	13,575	16,000	103	13,300
	13,000	<i>Kal Comm Fndtn Oshtemo Parks &amp; Recreation Fund</i>				
	300	<i>Parks Fund Interest</i>				
107-751-67500		Transfer from General Fund	185,000	325,000		250,000
<b>TOTAL ESTIMATED REVENUE</b>			<b>261,790</b>	<b>542,799</b>	<b>63,028</b>	<b>307,950</b>

**PARKS FUND EXPENDITURES**

107-756-70210		Salaries	77,910	94,472	53,715	77,953
		<i>Parks Director (1 FTE; 80%)</i>				
		<i>Maintenance Director - (1 FTE; 25%)</i>				
		<i>Maintenance General - (1 FTE; 35%)</i>				
		<i>Maintenance General - (.5 FTE; 30%)</i>				
		<i>Maintenance Seasonal - (100%)</i>				
		<i>Maintenance Seasonal - (35%)</i>				
107-756-71500		Payroll Taxes - FICA	5,949	7,227	3,961	5,963
107-756-72200		Pension Plan	4,824	6,340	1,903	5,697
107-756-72800		Program/Marketing Supplies	408	2,500		3,000
	500	<i>Supplies</i>				
	2,500	<i>Create and produce marketing materials for wedding &amp; other rentals</i>				
107-756-75100		Vehicle Maintenance	2,921	2,600		2,600
107-756-75300		Grounds Maint Equipment	2,627	4,500	1,368	4,500
107-756-75700		Tools & Supplies	117	300	173	300
107-756-76000		Facility Supplies	2,291	3,000	413	3,000
		<i>Facilities maint parts/supplies: light bulbs, fasteners, lubricants, paint/painting supplies, locks, lock batteries, thermostats, furnace filters, flags, etc.</i>				
107-756-76600		Expendable Supplies	3,037	4,000	1,702	4,000
		<i>Supplies expended though use: Paper towels, toilet paper, cleaning chemicals, ice melt, soap, garbage bags, disposable gloves, etc.</i>				
107-756-80500		Contracted Snow Removal		1,000		1,000
107-756-80800		Consultant	7,671	14,000	360	15,000
	5,000	<i>Drake/KL Neighborhood Park (comm. outreach, schematic design)</i>				
	5,000	<i>Fruitbelt Trail (plan and cost estimate for future acquisition grant app)</i>				
	5,000	<i>Twp Pk-Wolf Tree Natural Corridor (KL Landfill, adj natural areas; public input, design, mgmnt)</i>				
107-756-80800.DRFMP1		Consultant	6,000			

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
107-756-80800.DRFMP2		Consultant	18,899	1,800		
107-756-80800.DRKFRM		Consultant				2,000
		<i>Interpretive signs at Drake Farmstead Park (graphic design)</i>				
107-756-82500		Accounting & Audit Fees	1,450	2,000	1,350	2,000
107-756-82600		Legal Fees	2,663	2,000		2,000
107-756-85300		Telephone	1,868	2,000	1,355	2,000
		<i>Grange Elevator Emergency Phone</i>				
107-756-86800		Fuel, Oil & Grease	1,824	1,500	767	1,500
107-756-92000		Water	1,544	2,000	953	2,000
107-756-92100		Electric	6,142	8,700	3,891	8,700
107-756-92300		Heat	5,653	6,500	3,222	6,500
107-756-93100		Maintenance Services	14,751	23,700	12,559	24,815
	1,037	<i>Elevator Inspection Services</i>				
	742	<i>EPS Elevator Inspection Services</i>				
	5,000	<i>Various Systems Repair</i>				
	1,487	<i>Trash Collection</i>				
	2,268	<i>Porta Jons</i>				
	1,240	<i>Periodic Window Cleaning</i>				
	400	<i>Carpet Cleaning</i>				
	8,400	<i>Cleaning Service</i>				
	150	<i>Irrigation System Close</i>				
	300	<i>Annual Fire Extinguisher Service</i>				
	700	<i>Generator Servicing</i>				
	880	<i>Pest Control</i>				
	1,700	<i>Flesher Landscape Service</i>				
	301	<i>Termite Remediation</i>				
	210	<i>Septic Systems Servicing</i>				
107-756-95800		Education/Dues	844	1,200	861	1,200
107-756-97400		Capital Outlay/Improvements	24,989	74,000	5,253	20,000
	2,000	<i>Planting &amp; tree maintenance</i>				
	10,000	<i>Parking lot maintenance</i>				
	3,000	<i>Engineered Wood Fiber (Playground Safety Surface)</i>				
	1,000	<i>Trail head sign at Flesher Field</i>				
	1,000	<i>Design and install rain garden and no mow signs</i>				
	3,000	<i>Partner on basketball hoops at old Chime School</i>				
107-756-97400.DRFMP1		Capital Outlay/Improvements	360,649			
107-756-97400.DRFMP2		Capital Outlay/Improvements	84,325	150,949	65,767	
107-756-97400.DRFMP3		Capital Outlay/Improvements		60,300	9,462	37,800
	25,000	<i>Improve gravel driveway</i>				
	3,300	<i>Prairie maintenance</i>				
	6,000	<i>Exterior drinking fountain, dog fountain and water bottle filler at Carriage Barn</i>				
	2,000	<i>Lighting along trail between carriage barn and parking lot</i>				
	1,500	<i>Interpretive sign fabrication</i>				
107-756-97400.GRNGHL		Capital Outlay/Improvements		2,500		4,000
	3,000	<i>Road cycling trailhead improvements</i>				

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
	1,000	<i>Paint basement walls</i>				
107-756-97700		Capital Outlay/Equipment		56,000		54,800
	28,000	<i>New Maintenance Truck</i>				
	26,800	<i>Bobcat &amp; Trailer</i>				
107-756-98000		Capital Outlay/Oshtemo Comm Center		2,000		
107-756-98100		Capital Outlay/Drake House	3,000	3,000	300	3,000
		<i>Drake House Renovation for 50% match with OHS projects</i>				
			<b>642,356</b>	<b>540,088</b>	<b>169,335</b>	<b>295,328</b>

**PARKS FUND OVERALL TOTAL ESTIMATED REVENUE**

**307,950**

**PARKS FUND OVERALL TOTAL ESTIMATED APPROPRIATIONS**

**295,328**

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>CEMETERY TRUST FUND ESTIMATED REVENUE</b>						
151-001-46000		Cemetery Donations	500			
151-001-66500		Interest Earned	3		3	
151-001-67500		Transfer from General Fund		5,000		5,000
<b>TOTAL ESTIMATED REVENUE</b>			<b>503</b>	<b>5,000</b>	<b>3</b>	<b>5,000</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>FIRE FUND - OPERATIONS ESTIMATED REVENUE</b>						
206-001-40100		Carryover		46,336		
206-001-40200		Current Property Tax Levy	2,337,852	2,480,278	2,453,087	2,613,722
		<i>82% of 3.75 SAD (1.4% incr)</i>				
		<i>Ev North Emergency Services Agreement (PILOT)</i>				
		<i>Non-taxable Properties SAD (Act 198)</i>				
206-001-40900		Act 198 Tax Collection	6,539			
206-001-43000		Payments in Lieu of Taxes	25,154			
206-001-46000		Donations	4,701			
206-001-47500		Miscellaneous	750		150	
206-001-47700		False Alarm Fines	2,600		1,604	
206-001-61000		Other Services Provided	153			
206-001-66500		Interest Earned	20,989	18,000	2,248	5,000
		<i>Estimation</i>				
206-001-69800		Insurance Recoveries	20,419			
<b>TOTAL ESTIMATED REVENUE</b>			<b>2,419,157</b>	<b>2,544,614</b>	<b>2,457,089</b>	<b>2,618,722</b>

**FIRE FUND ADMINISTRATION**

206-336-70200		Salaries	892,123	944,047	709,059	961,116
		<i>Fire Chief, Deputy Chief, Assistant Chief, Training Officer (4 FTE)</i>				
		<i>24 Hour Firefighters (12 FTE)</i>				
		<i>Admin Assistant (0.6 FTE)</i>				
		<i>IT Coordinator (1 FTE; 20%)</i>				
206-336-70300		Overtime	69,637	60,000	46,758	62,110
		<i>Scheduled (Statutory)</i>				
206-336-70310		Other Overtime	11,282	39,800	13,206	48,000
		<i>Unscheduled (Contractual)</i>				
206-336-70400		In Lieu Of Insurance	3,069	2,340	2,745	2,340
		<i>(2) 26 pays @ \$45 ea</i>				
206-336-71500		Payroll Taxes - FICA	72,481	79,854	57,046	81,949
206-336-71600		Health & Life Insurance	119,739	131,569	98,052	140,218
	130,000	<i>Health, Dental &amp; Vision (Blue Cross, Blue Shield)</i>				
	2,980	<i>Life Insurance (Consumers Life Ins.)</i>				
	1,284	<i>Long Term Care (UNUM)</i>				
	5,134	<i>Disability (Kansas City - Nulty)</i>				
	820	<i>HRA &amp; FSA Admin Fees (Navia Benefits)</i>				
206-336-72200		Pension Plan	69,779	83,163	27,675	85,698
206-336-72500		Clothing Allowance	13,708	31,590	7,902	22,029
	9,600	<i>FTE (16 positions @ \$600 ea.)</i>				
	3,810	<i>New Resident Interns (3 positions @ \$1,270 ea)</i>				
	1,900	<i>POC promoted from trainee to firefighter (4 @ \$475 ea.)</i>				
	789	<i>Promoted to DO &amp; PEO (3 @ \$263 ea.)</i>				
	500	<i>Promoted from firefighter to officer (1 @ \$500 ea.)</i>				
	3,500	<i>Repairs</i>				

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
	1,930	<i>New FTE</i>				
206-336-72600		Retiree Health Care	57,600	57,600		57,600
		<i>16 FTE's @ \$3,600 ea.</i>				
206-336-82500		Accounting & Audit Fees	5,929	5,000	6,269	6,000
206-336-82600		Legal Fees	8,759	45,000	44,673	20,000
206-336-87000		Mileage	96	500		500
206-336-95900		Continuing Education	29,844	51,025	11,021	55,440
	3,790	<i>Administration Division</i>				
	7,475	<i>Fire Prevention Division - Inspectors &amp; Investigators certifications</i>				
	7,645	<i>Training &amp; Safety Division</i>				
	5,580	<i>Trench Rescue</i>				
	30,950	<i>Department Wide</i>				
206-336-96100		Hazmat Fees		1,400		1,400
		<i>Annual maintenance membership to support countywide team. Same as 2019.&amp; 2020</i>				
206-336-96300		Admin Contingency	2,690			88,117
<b>TOTAL FIRE FUND ADMINISTRATION</b>			<b>1,356,736</b>	<b>1,532,888</b>	<b>1,024,406</b>	<b>1,632,517</b>

#### FIRE FUND OPERATIONS

206-340-70500		Fire Pay - On Call	326,645	415,384	265,460	375,000
		<i>Paid On Call Firefighters (Estimated to be approximately 25 members)</i>				
206-340-71500		Payroll Taxes - FICA	5,453	6,023	3,895	5,440
		<i>Medicare Only (1.45%)</i>				
206-340-71800		Fire Dept Maintenance	9,893		(283)	
206-340-72200		Pension Plan	33,280	41,538	24,315	37,500
206-340-72800		Supplies	8,028	8,000	1,116	9,000
		<i>General office supplies (both stations)</i>				
206-340-72900		Petty Cash		500		500
206-340-75500		EMS Supplies	5,232	6,660	3,726	12,034
	1,836	<i>8 replacement batteries for FR3 AED's</i>				
	270	<i>Field notes purchased from medical control</i>				
	130	<i>Colorimetric Detector (13 @ \$10 ea.)</i>				
	18	<i>Thomas Tube Holder (5 @ \$3.50 ea.)</i>				
	3,315	<i>Exam Gloves (all sizes)</i>				
	640	<i>Hand held suction units (10 @ \$64 ea.)</i>				
	260	<i>Replacement Suction Canister (20 @ \$13 ea.)</i>				
	225	<i>Opti Cide Surface Wipes (15 @ \$15 ea.)</i>				
	150	<i>Oxygen regulators for O2 tanks (5 @ \$30 ea)</i>				
	204	<i>Accountability Cynch Locks for bags (12 bags @ \$16.96)</i>				
	240	<i>B/P Cuffs (Lg. Adults, Adults, Child, Infant) (8 @ \$30 ea)</i>				
	310	<i>EMS First-In Bags (2 @ \$155 ea)</i>				
	80	<i>Replacement EMS Bag shoulder straps (5 @ \$16 ea)</i>				
	8	<i>Heat Packs (15 @ \$0.50)</i>				
	15	<i>Heat Blankets (15 @ \$1.00)</i>				
	300	<i>N-95 Masks (100 @ \$3.00 ea)</i>				
	90	<i>Olaes Bangages (15 @ \$6.00 ea)</i>				

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
	60	Sterile Water (30 @ \$2.00)				
	1,800	RTF (Mass Casualty) Bags (4 @ \$450)				
	2,000	Repair parts for AED's				
	84	OB Kits (12 @ \$7.00)				
206-340-75700		Tools & Supplies	56	3,000	512	3,000
		Shop tools and supplies				
206-340-76000		Training Supplies	1,528	5,595	4,315	1,102
	500	Construction Materials for simulators				
	350	Huskey Supply Line Bracket				
	252	Class A burning materials for live burns.				
206-340-76100		Public Education	2,728	5,880		2,970
	1,200	Kids plastic fire helmets (1,500 @ \$0.80 ea.)				
	145	Badges, stickers... (500 @ \$0.29 ea.)				
	260	Instructional Coloring books (4 boxes @ \$65 ea.)				
	1,235	Reflective Slap Wristbands (2 boxes with 250 per box @ \$618 ea.)				
	130	Heat Reactive Pencils (500 @ \$0.26 ea.)				
206-340-76600		Equipment	5,972	5,020	3,981	4,800
	800	SCBA Batteries. All units changed twice annually.				
		TIC Batteries. Replacement or refurbishment.				
	2,000	PPE equipment: Key FOBs, helmet shields, accountability tags, flashlights...				
	2,000	Equipment Replacement. Broken shoves, axes, pike poles, spanner wrenches...				
206-340-80900		Computer Operations	61,051	77,523	43,860	92,601
	3,300	Annual desktop rotation of 3 units @ \$1,800 ea				
	2,650	Replace routers - Station 1				
	27,043	Software support & annual licensing (RMS, Lexipol, Aladtec, Arc View...)				
	35,000	Aunalytics				
	6,000	Repairs by outside vendors				
	2,000	Replace damaged technology				
	2,520	Mobile Technology - First Net, Road Safety				
	1,880	Printers. Station 1 & 2				
	608	Secondary Alerting System - Active 911				
	2,000	Charter Communications - both stations				
	7,600	Fiber optic (CTS)				
	2,000	Unspecified repairs & software license increases				
206-340-85100		Radio Maintenance	1,627	11,150		7,600
	1,000	Pager batteries, belt clips and replacement knobs				
	3,000	Repairs to HT 1250 portables.				
	3,000	Undesignated repairs (antennas, base radios, UPS units...)				
	600	Replacement batteries for XTS5000 800 MHz radios (4 @ \$150 ea)				
206-340-85300		Telephone	8,411	13,740	7,113	14,000
	900	Cellphone charges for 3 positions (50% of \$50 per month) \$25 x 3 x 12 months				
	300	Annual rebate to 1 members for using personal cell for Twp business. (\$25 per mo.)				
	6,600	AT&T Mobility (First Net)				
	4,200	Building Telephone service (CTS) \$350 per month				
	2,000	Telephone System Repairs (CTS or Aunalytics)				



GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
206-340-86700		Vehicle Operations	143,181	91,881	99,800	107,991
	12,500	Annual PM Service - Large Vehicles (5 units @ \$2,500 ea.)				
	4,800	Annual PM Service - Small Vehicles ( 8 units @ \$300 ea. 2x per year)				
	1,750	Annual fire pump certification testing (5 units @ \$350)				
	3,600	Annual Aerial Ladder Testing (2 units @ \$1,800)				
	1,260	Annual Ground Ladder Testing (Ext 400 feet x \$3.15)				
	4,006	Annual Hose Testing (16,000 feet x \$0.25)				
	75	Annual Large Vehicle weights (5 units)				
	80,000	Repairs for existing fleet				
206-340-86800		Fuel	35,046	30,000	15,939	30,000
		Diesel, gasoline for vehicles and equipment				
206-340-87100		Physical Exams	20,176	26,075	360	26,800
	23,625	Annual medical physicals & other medical for up to 45 members @ \$525 ea				
	675	Annual flu inoculations - offered to all 45 members @ \$15 ea				
	2,000	Injury evaluation and unspecified medical needs				
	500	Unplanned Medical Needs. i.e. Thermometers for COVID in 2020				
206-340-87200		New Hire Expenses	5,633	5,500	1,999	5,060
	3,600	Entry Level Medical examination. \$450 ea for up to 8 candidates.				
	960	Background Investigation. \$120 ea for up to 8 candidates.				
	500	Undesignated				
206-340-91200		General Insurance	118,015	141,927	102,529	126,927
	58,328	Vehicles, Liability & Property (EMC / Hartleb)				
	21,000	Volunteer Package (Vol. Fireman's Insurance Services - VFIS)				
	47,599	Workers Compensation. FD pays 90% of total Twp premium (Accident Fund).				
206-340-92000		Water	2,064			
206-340-92100		Electric	30,071			
206-340-92300		Heat	10,833			
206-340-93100		Building Maintenance	26,907			
206-340-93300		Equipment Maintenance	10,972	15,060	3,669	16,640
	3,240	SCBA annual 3rd party testing				
	800	General SCBA repairs				
	1,600	Annual extrication equipment testing and service (Holmatro)				
	600	Repairs to extrication equipment: Blades, bolts, couplers				
	1,500	Air Compressor quarterly testing. (Mako)				
	4,000	Thermal Imaging Cameras (TIC) repairs for all 6 units				
	600	SCBA Batteries - \$300 x 2 times per year				
	300	Reburbishment of TIC Batteries. \$60 ea x 5				
	4,000	Unspecified repairs: Air monitors, saws, hand tools, fans, blowers, eductor hoses...				
206-340-96100		BOR/MTT Refunds-Operations Fund	5,107		12,311	
206-340-96300		Operations Contingency		13,077		
<b>TOTAL FIRE FUND OPERATIONS</b>			<b>877,909</b>	<b>923,533</b>	<b>594,617</b>	<b>878,965</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>FIRE FUND MAINTENANCE</b>						
206-341-70200		Fire Maintenance Salaries		12,240	10,426	15,468
		<i>Maintenance Director (1 FTE; 10%)</i>				
		<i>Maintenance General (1 FTE; 20%)</i>				
		<i>Maintenance General (.5 FTE; 20%)</i>				
		<i>Maintenance Seasonal (10%)</i>				
206-341-71500		Payroll Taxes - FICA		936	700	1,183
206-341-72200		Pension Plan		892	386	1,124
206-341-75100		Vehicle Gas & Maintenance		1,500		1,500
206-341-75300		Grounds Maint Equipment		700	311	700
206-341-75700		Tools & Supplies		300	6	300
206-341-76000		Facility Supplies		3,800	581	10,000
	3,800	<i>Parts and Supplies used in Maintenance of Facilities</i>				
	600	<i>Replacement Television</i>				
	1,500	<i>Replacement Beds (2)</i>				
	1,500	<i>Recliners (2)</i>				
	1,300	<i>Couch</i>				
	1,300	<i>Refrigerator</i>				
206-341-76600		Expendable Supplies		2,100	2,577	4,000
206-341-86800		Fuel, Oil, and Grease		625	321	650
206-341-92000		Water		2,900	1,434	2,500
206-341-92100		Electric		33,000	22,502	33,000
206-341-92300		Heat		12,600	7,988	12,600
206-341-93100		Maintenance Services		16,600	19,887	24,215
	1,607	<i>Trash Collection</i>				
	967	<i>EPS Fire Alarm Monitoring</i>				
	1,240	<i>Periodic Window Cleaning</i>				
	1,200	<i>Carpet Cleaning</i>				
	2,400	<i>Cleaning Service</i>				
	150	<i>Irrigation System Shut Down</i>				
	550	<i>Annual Fire System / Backflow Testing</i>				
	1,000	<i>Generator Servicing</i>				
	1,027	<i>Pest Control</i>				
	400	<i>Termite Remediation</i>				
	3,675	<i>Septic System / Sand Trap Servicing</i>				
	10,000	<i>General Systems Repair</i>				
<b>TOTAL FIRE FUND MAINTENANCE</b>				<b>88,193</b>	<b>67,119</b>	<b>107,240</b>

TOTAL FIRE FUND ADMIN/OPERATIONS/MAINT ESTIMATED REVENUE  
TOTAL FIRE FUND ADMIN/OPERATIONS/MAINT APPROPRIATIONS

2,618,722  
2,618,722

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>POLICE FUND ESTIMATED REVENUE</b>						
207-001-40200		Current Property Tax Levy	1,332,114	1,405,103	1,383,525	1,416,383
	1,134,255	3.8 Commercial & Multi-housing (SAD District 04)				
	268,639	0.9 All other areas (2009 SAD District 09)				
	5,180	Ev No Emergency Services Agreement (PILOT)				
	8,309	Non-taxable Properties SAD (Act 198)				
207-001-45200		Liquor License Fees	22,860	20,000	23,740	22,000
207-001-65000		Ordinance Violations-8th District Court	33,190	40,000	13,852	20,000
207-001-65100		General Ordinance Violations	4,600	2,000	1,340	2,000
207-001-65300		False Fire Alarm Fines	3,369		11,081	
207-001-65400		False Security Alarm Fines	675			
207-001-65600		Parking Violations	3,255	5,000	1,310	
207-001-65700		Rental Housing Inspection Applications	1,030	2,000	300	2,000
207-001-65800		Sidewalk Permit/Inspection	10,500			
207-001-66500		Interest Earned	14,166	12,000	4,102	2,000
207-001-67500		Transfer from General Fund	2,400			
<b>POLICE FUND TOTAL ESTIMATED REVENUE</b>			<b>1,428,159</b>	<b>1,486,103</b>	<b>1,439,250</b>	<b>1,464,383</b>

**POLICE CONTRACT ADMIN**

207-310-70200		Salary/Contract Administrator		1,000		1,000
		Police Specialist (as needed)				
207-310-80200		Protection Contract - KC	1,027,154	867,500	192,861	1,329,000
	140,000	Sergeant (1)				
	820,000	Deputies (7) including Traffic Officer				
	234,000	Deputies (2) Additional 2021				
	135,000	Sergeant (1) Additional 2021				
207-310-80300		KCSD Satellite Office		11,000		
207-310-82500		Accounting & Audit Fees	9,926	8,000	1,950	5,000
	3,000	General Accounting & Auditing				
	2,000	Project Analysis				
207-310-82600		Legal Fees-8th District Court	22,500	23,000		12,500
207-310-96100		BOR/MTT Refunds	5,139		12,475	
207-310-97000		Capital Outlay		1,250	820	
<b>TOTAL POLICE CONTRACT ADMIN</b>			<b>1,064,719</b>	<b>911,750</b>	<b>208,106</b>	<b>1,347,500</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>PARKING VIOLATIONS ENFORCEMENT</b>						
207-320-71500		Payroll Taxes - FICA		400		400
207-320-72200		Pension Plan		500		500
207-320-72800		Supplies		500		500
207-320-80900		Parking Enforcement Officers	998	5,000		5,000
207-320-82600		Legal Fees-Parking Enforcement	1,005			300
207-320-87000		PEO Mileage		1,000		1,000
<b>TOTAL PARKING VIOLATIONS ENFORCEMENT</b>			<b>2,003</b>	<b>7,400</b>		<b>7,700</b>

**GEN ORDINANCE ENFORCEMENT**

207-330-70200		Salaries	33,233	37,955	23,008	37,681
		<i>Ordinance Enforcement Officer 1 (.5 FTE; 50%)</i>				
		<i>Ordinance Enforcement Officer 2 (1 FTE; 50%)</i>				
207-330-71500		Payroll Taxes - FICA	2,530	2,904	1,751	2,883
207-330-72200		Pension Plan	2,698	2,724	920	3,014
207-330-72800		Supplies	391	2,500	153	2,500
	500	<i>BS&amp;A Consultant Support</i>				
	500	<i>Misc hauling, mowing, etc</i>				
	500	<i>New Uniforms, PPE</i>				
	1,000	<i>Signage &amp; Barriers</i>				
207-330-82600		Legal Fees	5,355	4,000	175	6,000
<b>TOTAL GEN ORDINANCE ENFORCEMENT</b>			<b>44,207</b>	<b>50,083</b>	<b>26,007</b>	<b>52,078</b>

TOTAL POLICE FUND ESTIMATED REVENUE

1,464,383

TOTAL POLICE FUND APPROPRIATIONS

1,407,278

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>FIRE FUND EQUIPMENT ESTIMATED REVENUE</b>						
211-001-40100		Carryover		1,000		149,350
211-001-40200		Current Property Tax Levy	513,187	444,703	388,904	276,747
		9% of 3.75 Fire SAD Levy - Equipment				
		Ev North Emergency Services Agreement (PILOT)				
		Non taxable properties SAD (Act 198)				
211-001-43000		Payments in Lieu of Taxes	5,522			
211-001-47500		Miscellaneous			800	
211-001-66500		Interest Earned	13,757	28,000	4,673	3,500
		Estimated				
211-001-67300		Sales-Fixed Assets		15,000	135,000	
<b>TOTAL FIRE FUND EQUIPMENT ESTIMATED REVENUE</b>			<b>532,466</b>	<b>488,703</b>	<b>529,377</b>	<b>429,597</b>
<b>FIRE FUND EQUIPMENT</b>						
211-344-76600		Personal Protective Equipment	26,106	43,875	2,778	41,975
	1,850	Replace outdated: 1 bunker pants & 2 pair boots				
	18,000	Replacing destroyed / unsafe 6 sets of PPE (coat, pant, helmet & boot) @ \$3,000 ea				
	4,000	Possible repairs to garments				
	3,125	Standard replacement of gloves and hoods				
	15,000	New PPE for new member when nothing in stock fits. 5 units at \$3,000 ea				
211-344-82500		Accounting & Audit Fees	1,400	1,000	1,450	2,000
211-344-97600		Vehicle	159,656	180,000	156,449	120,000
		Refurbish 13-year old Engine (2008 Pierce Engine #511)				
211-344-98000		Capital Outlay/Equipment	42,474	101,731	81,570	122,622
	49,725	Portable Radios:13 units @ \$3,825 ea. Yr 2 of 3. 3 Mobiles: New Eng & 2 rescues				
	5,000	Dual head mobile radio for new engine (APX6500)				
	7,000	Mobile radios for replacment EMS vehicles (APX6500)				
	38,500	Replace AED's. 11 units @ \$3.500 ea				
	1,000	Lumber for trench traailer				
	955	Deck Gun valves for 3 engines				
	4,500	RIC PAK for Engine 512				
	2,242	Pak Tracker & Charger for Engine 512				
	7,000	Maintenance Truck (10%)				
	6,700	Maintenance Bobcat & Trailer				
211-344-98100		Capital Outlay/Facilities	9,939	100,000	125	143,000
	13,000	Water softeners				
	20,000	HVAC replacement - Station 5-2				
	20,000	Repair walls and windows both stations				
	5,000	LED upgrades				
	60,000	Fire Roof Replacement				
	25,000	Sewer Connection (if Phase 1)				
211-344-98800		Contingency	540	5,000		
<b>TOTAL FIRE FUND EQUIPMENT</b>			<b>240,115</b>	<b>431,606</b>	<b>242,372</b>	<b>429,597</b>
<b>TOTAL FIRE FUND EQUIPMENT ESTIMATED REVENUE</b>						<b>429,597</b>
<b>TOTAL FIRE FUND EQUIPMENT APPROPRIATIONS</b>						<b>429,597</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>FIRE FUND CAPITAL ESTIMATED REVENUE</b>						
212-001-40200		Current Property Tax Levy	145,218	148,913		184,498
		<i>6% of 3.75 Fire SAD levy</i>				
<b>TOTAL FIRE FUND CAPITAL ESTIMATED REVENUES</b>			<b>145,218</b>	<b>148,913</b>		<b>184,498</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>STREET LIGHTING FUND ESTIMATED REVENUES</b>						
219-001-40200		Current Property Tax Levy	153,126	151,000		159,000
		<i>SAD .3 mil</i>				
219-001-66500		Interest Earned	438		12	
<b>TOTAL STREET LIGHTING FUND ESTIMATED REVENUE</b>			<b>153,564</b>	<b>151,000</b>	<b>12</b>	<b>159,000</b>

**PUBLIC WORKS - STREET LIGHTING**

219-506-82500		Accounting & Audit Fees			500	800
219-506-92600		Street Lighting	138,206	135,000	88,807	140,000
		<i>Power Usage Expense</i>				
219-506-97600		Capital Outlay / Upgrade	123,348			18,200
		<i>LED Conversion</i>				
<b>TOTAL PUBLIC WORKS - STREET LIGHTING</b>			<b>261,554</b>	<b>135,000</b>	<b>89,307</b>	<b>159,000</b>

**TOTAL PUBLIC WORKS - STREET LIGHTING ESTIMATED REVENUE**

**159,000**

**TOTAL PUBLIC WORKS - STREET LIGHTING APPROPRIATIONS**

**159,000**

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
-----------	--------------------	-------------	---------------	------------------------	----------------------------------	--------------------------

**SEWER HARDSHIP REVOLVING FUND ESTIMATED REVENUE**

246-001-67500		Transfer from Other Funds		300,000	300,000	300,000
<b>TOTAL SEWER HARDSHIP REVOLVING FUND ESTIMATED REVENUE</b>				<b>300,000</b>	<b>300,000</b>	<b>300,000</b>

**SEWER HARDSHIP REVOLVING FUND**

246-265-97600		Capital Outlay/Other		300,000		
246-25-97800		Micellaneous				50,000
<b>TOTAL SEWER HARDSHIP REVOLVING FUND APPROPRIATIONS</b>				<b>300,000</b>		<b>50,000</b>

**TOTAL SEWER HARDSHIP REVOL FUND ESTIMATED REVENUE**

**300,000**

**TOTAL SEWER HARDSHIP REVOL FUND APPROPRIATIONS**

**50,000**



GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
-----------	-----------------	-------------	---------------	---------------------	-------------------------------	-----------------------

**SODA FUND ESTIMATED REVENUE**

247-001-40100		Carryover		200		
247-001-40300		Current Real Property Tax	90,302	40,000	39,814	40,000
247-001-66500		Interest Earned	1,032	1,400	183	500
<b>TOTAL SODA FUND ESTIMATED REVENUE</b>			<b>91,334</b>	<b>41,600</b>	<b>39,997</b>	<b>40,500</b>

**SODA FUND - ECONOMIC DEVELOPMENT**

247-728-82500		Accounting & Audit Fees		500	500	500
247-728-82600		Legal Fees	338			
247-728-93300		Repairs/Maintenance		9,900	259	7,500
		<i>2020-21 Winter Snow Maintenance</i>				
247-728-96100		BOR/MTT	1,921			
247-728-97500		Capital Outlay/Obligated Projects	60,000	30,000		30,000
		<i>SoDA Annual Reimbursement for Drake Path</i>				
<b>TOTAL SODA FUND - ECONOMIC DEVELOPMENT</b>			<b>62,259</b>	<b>40,400</b>	<b>759</b>	<b>38,000</b>

**TOTAL SODA FUND ESTIMATED REVENUE**

**40,500**

**TOTAL SODA FUND APPROPRIATIONS**

**38,000**

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
-----------	-----------------	-------------	---------------	---------------------	-------------------------------	-----------------------

**BUILDING FUND ESTIMATED REVENUE**

249-001-40100		Carryover		43,000		50,000
249-001-66400		Interest on Investments	6,261	8,000	2,225	
<b>TOTAL BUILDING FUND ESTIMATED REVENUE</b>			<b>6,261</b>	<b>51,000</b>	<b>2,225</b>	<b>50,000</b>

**BUILDING FUND**

249-371-70200		Salaries/Clerical	33,357	37,955	23,022	37,681
		<i>Property Code Enforcement/Rental Inspector 1 (.5 FTE; 50%)</i>				
		<i>Property Code Enforcement/Rental Inspector 2 (1 FTE; 50%)</i>				
249-371-71500		Payroll Taxes - FICA	2,540	2,904	1,752	2,883
249-371-72200		Pension Plan	2,697	2,724	921	3,014
249-371-82500		Accounting & Audit Fees	1,550	2,200	3,300	3,000
249-371-82600		Legal Fees		2,000		2,000
249-371-95800		Education/Dues	390	1,000		1,000
		<i>BS&amp;A Consultant, Property Maintenance Code Training; Education</i>				
249-371-97600		Capital Outlay		1,600		
<b>TOTAL BUILDING FUND</b>			<b>40,534</b>	<b>50,383</b>	<b>28,995</b>	<b>49,578</b>

**TOTAL BUILDING FUND ESTIMATED REVENUE**

**50,000**

**TOTAL BUILDING FUND APPROPRIATIONS**

**49,578**

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>SEWER FUND ESTIMATED REVENUES</b>						
490-000-40100		Carryover		502,060		0
490-000-65000		Mortgage/Contract/SAD/FF	439,541	300,000	192,809	250,000
490-000-66400		Interest on Investments	6,392	5,000	3,593	1,800
490-000-66600		Interest on Assessments	11,740	6,000		10,000
		<i>Interest Portion of Sewer Mortgage Payments</i>				
490-000-67900		Assessment Revenue	152,019	60,000		200,000
		<i>Capital Portion of Sanitary Sewer Mortgage Payments</i>				
490-000-68000		Benefit Fees	713,951	220,000	303,097	330,000
490-000-68500		Surcharge	33,034	293,368	25,441	315,000
	63,000	<i>Surcharge (Debt Service 4%; ~\$1/ mnth for single family)</i>				
	252,000	<i>Surcharge (SAW O&amp;M 16%; ~\$3/mo for single family)</i>				
490-000-69600		Miscellaneous Revenue	256,447	26,000	68,095	
490-000-69900		Transfer In	250,000	250,000		250,000
<b>TOTAL SEWER FUND ESTIMATED REVENUES</b>			<b>1,863,124</b>	<b>1,662,428</b>	<b>593,035</b>	<b>1,356,800</b>
490-000-70200		Salaries/Clerical	56,241	75,127	41,950	76,723
		<i>Public Works Director (1 FTE; 50%)</i>				
		<i>Public Works Deputy Director (1 FTE; 60%; 3 Quarters)</i>				
		<i>Public Works Technical (1 FTE ~July1); 35%)</i>				
490-000-71500		Payroll Taxes - FICA	4,084	5,785	3,036	5,869
490-000-72200		Pension Plan	2,310	5,303	1,678	6,138
490-000-80800		Audit Fees	2,850	3,500	2,450	3,500
490-000-81000		Legal Fees	5,325	15,000	960	7,800
	6,000	<i>Legal Services</i>				
	1,800	<i>Mortgage Filings</i>				
490-000-82000		Engineering Fees	18,844	16,000	1,798	6,000
490-000-82000.SAWENG		SAW Grant Engineering Fees	112,831	139,000	90,211	
490-000-82000.SAWSRV		SAW Grant Clean/VAC Field Services	81,375	20,910	33,925	
490-000-95800		Professional Fees	12,568	26,000	12,500	26,000
490-000-96400		Construction Costs	33,001	88,150	50,220	131,000
	20,000	<i>Infrastructure Repairs &amp; Improvements - Incident/ER Contingency</i>				
	48,500	<i>Stadium Dr Utility Penetration Repair (SAW)</i>				
	10,000	<i>Sewer Easement Maintenance (SAW)</i>				
	52,500	<i>Sewer Cleaning and CCTY Inspection (SAW)</i>				
490-000-96400.BTRSAN		BTR 2.0 San Sewer Construction Costs	144,000			
490-000-96400.WWKLAV		Construction Costs	3,725			
490-000-96580		Transfer to USDA Sewer Phase 1	163,900			
490-000-96590		Transfer to USDA Sewer Phase 2	929,400	817,000		170,000
		<i>Engineering</i>				
490-000-96595		Transfer to Sewer Hardship		300,000	300,000	300,000
490-000-99600		Debt Service		130,000		
<b>TOTAL SEWER FUND</b>			<b>1,570,454</b>	<b>1,641,775</b>	<b>538,728</b>	<b>733,030</b>

**TOTAL SEWER FUND ESTIMATED REVENUE**

**1,356,800**

**TOTAL SEWER FUND APPROPRIATIONS**

**733,030**

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>WATER FUND ESTIMATED REVENUE</b>						
491-000-40100		Carryover		(12,000)		40,000
491-000-65000		Mortgage/Contract/SAD/FF	4,110	18,000	70,386	28,000
491-000-66400		Interest on Investments	26,064	28,000	10,444	10,000
491-000-66600		Interest on Assessments	5,117			4,000
491-000-67900		Assessment Revenue	28,314			30,000
491-000-68000		Benefit Fees	145,658	60,000	76,267	70,000
491-000-68100		Curb Box Fees	12,240			
491-000-68500		Surcharge	80,576	75,000	68,482	84,000
491-000-69600		Miscellaneous Revenue		320,000	257,581	
<b>TOTAL WATER FUND ESTIMATED REVENUE</b>			<b>302,079</b>	<b>489,000</b>	<b>483,160</b>	<b>266,000</b>

**WATER FUND**

491-000-70200		Salaries/Clerical	13,034	10,328	5,100	13,901
		<i>Public Works Deputy Director (1 FTE; 15%)</i>				
		<i>Public Works Technical (1 FTE; 15%)</i>				
491-000-71500		Payroll Taxes - FICA	501	714	390	1,063
491-000-72200		Pension Plan	270	685	204	1,112
491-000-75700		Tools & Supplies	1,813			
491-000-80800		Audit Fees	2,350	2,500	2,450	3,400
491-000-82000		Engineering Fees	1,175	36,800	598	52,400
	20,000	<i>Misc</i>				
	17,400	<i>South 11th St (w-sewer) - Design Phase</i>				
	15,000	<i>Frie &amp; OPark (w-sewer) - Design Phase</i>				
491-000-82000.WM7TO8		Engineering Fees	1,400			
491-000-82600		Legal Fees	1,358	1,000	90	1,000
491-000-87000		Mileage	383			
491-000-95800		Professional Fees	12,953	26,000	12,500	13,000
		<i>KRWWC membership and consulting fees et al</i>				
491-000-96200		Miscellaneous	30	6,000	550	1,000
		<i>Fire Hydrant Inspection and Maintenance</i>				
491-000-96400		Construction Costs	16,447	70,000	319,586	20,000
		<i>Miscellaneous Infrastructure Repairs &amp; Improvements</i>				
491-000-96400.BTRWTR		BTR 2.0 Water Ext Construction Costs	146,000			
491-000-96400.WM7TO8		Construction Water Main 7th to 8th				154,000
491-000-96400.WTRKLA		Construction Costs		320,000		
491-000-96600		Curb Box Installations	8,409			
<b>TOTAL WATER FUND</b>			<b>206,123</b>	<b>474,027</b>	<b>341,468</b>	<b>260,876</b>

TOTAL WATER FUND ESTIMATED REVENUE  
TOTAL WATER FUND APPROPRIATIONS

266,000  
260,876

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
-----------	--------------------	-------------	---------------	------------------------	----------------------------------	--------------------------

**RETIREE MEDICAL TRUST FUND ESTIMATED REVENUE**

736-001-40100		Carryover		7,000		15,000
736-001-66500		Interest Earned	47,655	6,500	(50,038)	
<b>TOTAL RETIREE MEDICAL TRUST FUND ESTIMATED REVENUE</b>			<b>47,655</b>	<b>13,500</b>	<b>(50,038)</b>	<b>15,000</b>

**RETIREE MEDICAL TRUST FUND**

736-234-72500		Insurance Premiums		13,500	6,684	15,000
<b>TOTAL RETIREE MEDICAL TRUST FUND</b>				<b>13,500</b>	<b>6,684</b>	<b>15,000</b>

**TOTAL RETIREE MEDICAL TRUST FUND ESTIMATED REVENUE**

**15,000**

**TOTAL RETIREE MEDICAL TRUST FUND APPROPRIATIONS**

**15,000**

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
<b>DDA FUND ESTIMATED REVENUE</b>						
900-001-40100		Carryover		540,000		500,000
900-001-40300		Current Real Property Tax	144,602	170,000	168,227	189,476
900-001-47500		Miscellaneous				35,000
900-001-66500		Interest Earned	14,515	15,000	5,103	1,000
<b>TOTAL DDA FUND ESTIMATED REVENUE</b>			<b>159,117</b>	<b>725,000</b>	<b>173,330</b>	<b>725,476</b>

**DDA FUND - ECONOMIC DEVELOPMENT**

900-728-70300		Salaries-Staff	2,000	2,000		2,000
900-728-72800		Supplies		500		500
900-728-73000		Postage		500	298	500
900-728-80100		Community Events	750	750		750
900-728-80800		Consultants	338	20,000		55,000
	20,000	<i>Assistance with New Projects</i>				
	35,000	<i>DDA Director</i>				
900-728-82500		Accounting & Audit Fees	1,400	2,000	1,350	3,000
900-728-82600		Legal Fees	705	2,000		2,000
900-728-90300		Legal Notices	60	500		500
900-728-93300		Repairs and Maintenance	2,409	8,000	2,956	15,000
	12,000	<i>Lawn Care and Maintenance (corner &amp; Millard's Way)</i>				
	1,000	<i>Commercial Access Drive Snow Removal</i>				
	2,000	<i>Banners Swap</i>				
900-728-96200		Miscellaneous	11,224			
900-728-97500		Capital Outlay/Obligated Projects	3,057	20,000		65,000
	10,000	<i>Grants/Loan Program</i>				
	20,000	<i>Car Charging Station</i>				
	5,000	<i>OCC WiFi</i>				
	30,000	<i>9th Street Sidewalk (SRS 900-728-97500.NMS9TH)</i>				
900-728-97500.DDACNR		DDA Stadium Corner Project	88,294	380,000	110,757	
900-728-97500.NMSTDM		Non motorized Stadium Dr.	33,958	60,000	7,526	450,000
		<i>Construction documents, easement acq, construction, construction admin</i>				
900-728-97600		Capital Outlay/Land Acquisition		110,000		60,000
		<i>Possible Property Acquisition (New Project)</i>				
900-728-97700		Emergency Assistance Program		100,000	47,500	
<b>TOTAL DDA FUND ECONOMIC DEV</b>			<b>144,195</b>	<b>706,250</b>	<b>170,387</b>	<b>654,250</b>

**TOTAL DDA FUND ESTIMATED REVENUE**  
**TOTAL DDA FUND APPROPRIATIONS**

**725,476**  
**654,250**

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 ACTIVITY	2020 AMENDED BUDGET	2020 ACTIVITY THRU 10/31/2020	2021 REQUESTED BUDGET
-----------	--------------------	-------------	---------------	------------------------	----------------------------------	--------------------------

ESTIMATED REVENUES - ALL FUNDS

12,769,100

APPROPRIATIONS - ALL FUNDS

11,556,833

CHARTER TOWNSHIP OF OSHTEMO  
KALAMAZOO COUNTY, MICHIGAN

**Resolutions Regarding Township Officers' and  
Township Trustees' Compensation - 2021**

WHEREAS, MCL 42.6 and 41.95(3) state that the Township Board determines the salaries/compensation of Township Officers; and

WHEREAS, the Oshtemo Charter Township Board wishes to set a compensation schedule for 2021 for its Officers.

IT IS HEREBY RESOLVED that effective January 1, 2021, the salary of the Township Supervisor is \$ 71,696.92 annually.

A motion was made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the foregoing resolution.

Upon roll-call vote, the following voted "AYE":

The following voted "NAY":

Abstained: Elizabeth Heiny-Cogswell

Absent:

The Supervisor declared that the resolution has been adopted.



IT IS FURTHER RESOLVED that effective January 1, 2021, the salary of the Township Clerk is \$ 71,696.92 annually.

A motion was made by \_\_\_\_\_, seconded by \_\_\_\_\_ to adopt the foregoing resolution.

Upon roll-call vote, the following voted "AYE":

The following voted "NAY":

Abstained: Dusty Farmer

Absent:

The Supervisor declared that the resolution has been adopted.

IT IS FURTHER RESOLVED that effective January 1, 2021, the salary of the Township Treasurer is \$ 71,696.92 annually.

A motion was made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the foregoing resolution.

Upon roll-call vote, the following voted "AYE":

The following voted "NAY":

Abstained: Grant Taylor

Absent:

The Supervisor declared that the resolution has been adopted.

IT IS FURTHER RESOLVED that, effective January 1, 2021, the salary of Township Trustees is \$ 2,520 annually plus \$ 100.00 per Township Board meeting and \$ 50.00 per committee meeting in accordance with Township Board Policy adopted October 8, 2013.

A motion was made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the foregoing resolution.

Upon roll-call vote, the following voted "AYE":

The following voted "NAY":

Abstained:

Absent:

The Supervisor declared that the resolution has been adopted.

\_\_\_\_\_  
DUSTY FARMER, Clerk  
Oshtemo Charter Township

\*\*\*\*\*

CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of an Excerpt of the Minutes of a meeting of the Oshtemo Charter Township Board, held on November 10, 2020, 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

**CHARTER TOWNSHIP OF OSHTEMO**  
**KALAMAZOO COUNTY, MICHIGAN**

**RESOLUTION REGARDING ROUTINE EXPENDITURES AND PURCHASES**

WHEREAS, in accordance with Michigan statute, a Budget was prepared and approved on November 10, 2020, for the 2021 fiscal year of Oshtemo Charter Township; and

WHEREAS, the Budget was prepared by "line item," but approved by function, and affairs and the payment of routine bills and the initiation of routine purchases, it is necessary that these be accomplished by the Township officers subject to Township Board ratification.

IT IS THEREFORE RESOLVED AS FOLLOWS:

1. The Township Supervisor, Clerk and Treasurer are hereby authorized to amend the line item budgeted amounts without Township Board prior approval, so long as the total budgeted revenues and expenditures of each fund for the fiscal year are not exceeded, and the Township's purchases are made in accordance with the Township's Purchasing Policy.
2. The Township Supervisor, Clerk and Treasurer are hereby authorized to initiate purchases for the benefit of the Township in accordance with the Township's Purchasing Policy last amended by the Township Board on May 28, 2019.
3. The payment of reoccurring routine, i.e., regularly incurred Township expenses is hereby authorized, and said disbursements may be made by the Township prior to Township Board approval of same provided said disbursements are within

budget appropriations and no controversy or disagreement exists as to the amount or recipient of such disbursements.

A motion was made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the foregoing resolution.

Upon roll-call vote, the following voted "AYE":

The following voted "NAY":

Abstained:

Absent:

The Supervisor declared that the resolution has been adopted.

\_\_\_\_\_  
DUSTY FARMER, Clerk  
Oshtemo Charter Township

\*\*\*\*\*

CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of an Excerpt of the Minutes of a meeting of the Oshtemo Charter Township Board, held on November 10, 2020, 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  
PURCHASING POLICY**

**Restated: May 28, 2019**

**General Purpose:**

The purpose of this purchasing policy is to ensure the efficient procurement of appropriate goods and services for use in the normal and routine operation of the Charter Township of Oshtemo. This policy ensures the accountability, transparency, and ethical behavior of Township purchasing representatives, yet supports an efficient process.

**Summary Statement of Policy:**

The policy is designed to serve as a guide for all purchases by Township employees and elected officials on behalf of Oshtemo Township.

**Actual Policy as Written:**

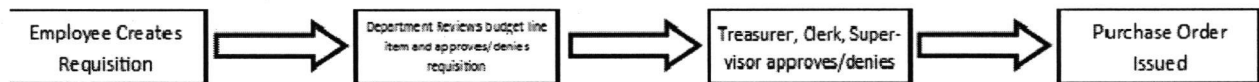
All purchases are ultimately the responsibility of the Township Supervisor and the Board of Trustees. Department Heads, and assigned employees shall be responsible for purchasing goods and services for their departments/area, such as for certain standard supplies and services. All purchases must be budgeted for, and properly documented, in accordance with this policy. Other than those specifically listed, this policy does not afford anyone the ability to make purchases in excess of what has been budgeted for their specific department budget. Purchasers shall not consider appropriations contained in the budget as a mandate to expend funds, nor does the budget constitute authorization to commit the Township to purchases, as such authorization originates from the provisions in this policy. This purchasing policy is based on dollar thresholds. The practice of separating the work of vendors into separate invoices to circumvent the policy is prohibited. The intention of this policy is to give Department Heads latitude to keep operations moving and for Department Heads to keep the Personnel Director apprised of operations and purchases.

Purchases should be awarded to the lowest responsible bidder. Consideration shall be given to: quality of goods/services; conformity with specifications; suitability to the requirements of the township; delivery of goods; and past performance of vendor. The Township shall attempt to purchase the highest quality goods and services in the best interest of the Township. In this process, the Township shall serve as an equal opportunity purchaser, favoring local vendors only when all other factors are equal.

Department Heads shall conduct monthly review of funds assigned to them and is responsible for reporting any variance to the Supervisor or his or her designee. Designees of any Official will be reported to the Township Board during the annual budget process.

**Non-Discrimination Requirements:**

In accordance with the requirements of 1976 P.A. 453 (Michigan Civil Rights Act) and 1976 P.A. 220 (Michigan Handicapped Rights Act) and the Oshtemo Charter Township Non-Discrimination Ordinance No. 549 adopted August 27, 2013, to the greatest extent possible, the Township will do business with vendors of goods and services which “do not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, familial status, citizenship, gender identity, sexual orientation, genetic information, or because of a physical or mental disability/handicap that is unrelated to the person's ability to perform the duties of a particular job or position. Any vendor found to not comply with these requirements shall be ineligible to do business with the Township.



**Authorization to Purchase:**

Purchasers are authorized and required to make purchases of goods or services through the formal requisition process using the purchase order program. Employees must get the following requisition authorization depending on the type of purchase they are requesting. Note: Supervisor, Treasurer or Clerk may determine any particular item can be presented for information to the Township Board. Department Heads will review budget monthly and submit reports and request amendments (using electronic Budget Amendment Form – T Drive) to the Township Supervisor. Corrections will be submitted to the Township Clerk (using electronic Journal Correction Form – T Drive). The Supervisor, Clerk and Treasurer will review the budget quarterly to verify purchases are being made in accordance with purchasing policy and annual budget.

- 1) *Purchases that have been budgeted for in the annual budget \$2,000 or less:* Purchaser initiates requisition using purchase order program, and Township Officials (or their designee) and Department Heads shall monitor sum of purchases for adherence to annual budget. The Township Supervisor, Treasurer, or Clerk must then review and approve the requisition.
- 2) *Purchases that have been budgeted for in the annual budget for operations (no maximum) or for capital items \$2,000 - \$10,000:* Purchaser initiates requisition using purchase order program, and Township Officials (or their designee) and Department Heads shall monitor sum of purchases for adherence to annual budget. The Township Supervisor, Treasurer, or

Clerk must then review and approve the requisition. The Department Head must report this purchase to the Township Clerk requesting that the purchase be placed on the receipts and disbursements summary report issued monthly to the Township Board.

- 3) *Purchases that have been budgeted for in the annual budget for capital items >\$10,000:* Capital purchases that have been budgeted for in the annual budget, including but not limited to large capital items such as vehicle purchases, road construction, water construction, and sewer construction, shall not require further Township Board approval. These capital items will be detailed to the Township Board during the annual budget meeting process. These items will be included in the annual budget in the blue detail line items within each General Ledger category. Department Heads will provide a written update on the consent agenda or presentation at the meeting will be provided to the Board on the purchasing process used and the selected vendor or contractor.
- 4) *Purchases that have not been budgeted for in the annual budget, less than or equal to \$2,000:* Purchaser must first receive authorization from their Department Head and Supervisor, Clerk or Treasurer. Department Head and Township Official shall identify source of fund from the annual budget. Upon authorization, purchaser shall make requisition request using the purchase order program. The Township Board will be informed via receipts and disbursements reports, and the Board will make budget amendments for all such purchases no less than quarterly.
- 5) *Purchases that have not been detailed in the annual budget greater than \$2,000, or purchases that end up costing more than the detailed amount in the annual budget:* Purchaser must first receive recommendation from their Department Head and the Township Supervisor. The Township Board must then both approve the requisition and amend the annual budget. Purchaser then creates requisition in the purchase order program.

Using the above guidelines, a purchase order must be generated before the purchase is made.

There are three means by which the Township selects a service provider or material product. These are: a) sealed bids, b) informal quotes, and c) sole source purchasing. Refer to detail on each, below. It is the practice of Oshtemo Township to provide vendors with fair and equal opportunities to compete for work. Summaries shall state method used. Department Heads will review the method of procurement for vendor or service providers with the Township Supervisor.

### **Selecting Vendors/Service Providers:**

#### **A. Sealed Bid Procedure:**

Sealed bids may be obtained using a request for proposal (RFP), a set of detailed specifications, or contract documents (plans and specifications). Publication or communication of proper notice of the need for bids shall be arranged for in the manner which will bring the information to the attention of appropriate professionals, contractors, or vendors. A minimum of three bids are recommended for all purchases over \$10,000. Employees may choose to seek multiple bids for

purchases less than or equal to \$10,000 as well. The Township may choose to forego the bidding procedure due to circumstances that would result in a savings to the Township and if the quality of services provided will not be diminished due to the lack of bidding.

All bids received by the Township will be time/date stamped when received. All bids must be sealed when received; unsealed bids will not be accepted. Bids will be opened by the Township Supervisor or personnel appointed by the Supervisor at the place and time described in the bid advertisement and shall be open to the public. Once the bid opening process is complete, staff will prepare a written purchase recommendation. If approved, staff will inform the winning bidder. The Township reserves the right to reject any and all bids and is not required to accept the lowest bid. In general, the Township works in accordance with the Qualifications-Based Selection (QBS)\*.

(\*From online: "Qualifications-Based Selection (QBS) is a procurement process established by the United States Congress as a part of the Brooks Act[1] (Public Law 92-582; see also 40 USC 1101 et. seq.)[2] and further developed as a process for public agencies to use for the selection of architectural and engineering services for public construction projects. It is a competitive contract procurement process whereby consulting firms submit qualifications to a procuring entity (owner) who evaluates and selects the most qualified firm, and then negotiates the project scope of work, schedule, budget, and consultant fee." Additional information on QBS in Michigan is available at [www.qbs-mi.org](http://www.qbs-mi.org)).

#### **B. Quoting Procedure:**

**Quotes may be obtained by means of discussion and/or written outline scope of services request.** A minimum of three quotes from professionals, contractors, or vendors is recommended for substantive purchases. The Township may choose to forego the quoting procedure due to circumstances that would result in a savings to the Township and if the quality of services provided will not be diminished due to the lack of quoting.

All quotes received by the Supervisor's Office or designee will be time/date stamped when received. Quotes do not need to be sealed. Quotes may be opened at the time they are received. The approving party must approve or deny all purchases that have been quoted according to purchasing standards previously stated. The Township reserves the right to reject any and all quotes and is not required to accept the lowest quote. In general, the Township works in accordance with the quality based selection on all quotes.

#### **C. Sole Source Purchasing:**

In recognition that certain products and services are clearly superior and/or compatible with township operations, the approving party may determine that a specific product or vendor be the sole source of purchasing for the Township. In doing so, the items will be purchased without a formal bidding process. Examples of sole source purchasing include engineering, information technology, insurances, and auditing services.



Purchaser will periodically evaluate composite billings and compare sole source vendor with other vendors, for comparison of pricing and quality, and provide summary of review and decision. Suggested review period is every three years.

### **Methods of Payment**

#### **Petty Cash:**

Miscellaneous purchases under \$25 may be made using the petty cash fund in accordance with this policy. Petty cash is maintained by the Treasurer. Receipts must be submitted to the Treasurer for reimbursement. The Treasurer shall keep petty cash in his/her office and may designate additional areas in which petty cash may kept; e.g., in the Fire Department.

The Treasurer will review petty cash disbursements prior to replenishing the fund. Records of petty cash distribution will be kept in the Treasurer's office and are available at all times for review.

#### **Checks:**

Checks are the standard form of payment from the Township. A check will be issued through the purchase order process, unless another form of payment is requested.

#### **Credit Cards (for employee use):**

When no other payment method is available, Township credit cards may be used to make purchases from vendors where credit terms are not available (such as travel) as well as for one time non routine items. Treasurer manages credit card availability to employees. **Please see the Township's Credit Card Policy.** Purchaser must submit detailed receipt to Clerk's office.

Purchases made on credit cards are subject to transaction and credit limits established for each individual card. A minimum transaction of five dollars (\$5) is required for all credit card transactions.

#### **Contracts:**

In general, all contracts are approved through the Township Supervisor who by law is the purchasing agent for the Township. The Supervisor signs the contracts and may do so if signature aligns with purchasing policy herein (budget) and state law. The Treasurer and Clerk co-sign the payments.

### **Education and Training:**

The employee's Department Head shall approve all requests for continuing education, conferences, and external training, prior to registration. Department Head shall approve based on annual budgeted education/training line item and shall not exceed the annual appropriated amount without budget amendment per previous guidelines.

### **Cooperative Government Contracts:**

Should the Township be able to secure quality products at favorable prices by joining with other local units of government, or participating in a State of Michigan or federal government purchasing program, the Township Supervisor may waive the formal bidding process.

### **Emergency Purchases:**

Emergency purchases can be authorized only when health, safety, and/or welfare of Township residents or their property are endangered through unexpected circumstances, when normal operations of the Township would be severely hampered by a long delay, or when Township property or employees are endangered through unexpected circumstances. Normal purchasing procedures outlined in this policy may be suspended when such circumstances exist. In the case of an emergency situation, the Township Supervisor, Treasurer, Clerk, Fire Chief, or Maintenance Director can authorize the immediate purchase of any materials, supplies, equipment, or services needed to resolve the emergency situation. The Supervisor will report all emergency purchases to the Township Board at its next scheduled meeting.

### **Change Orders (Within Annual Budget Detail):**

Staff & Supervisor are expected to document all change orders through the purchase order program in excess of 10% of the original contracted price. Approval is subject to Supervisor review and approval and availability of funds.

### **Change Orders: (Outside Annual Budget Detail):**

Supervisor or Staff will include up to an additional 10% of contract or specified lump sum amount in all project budgets for capital projects when submitting request to Township Board to award contract. Request will identify source of payment funds. As with any other budget approval, Board approval shall be subject to monies availability in either annual budget or in Township reserves. Subsequently, Supervisor can approve change orders within the additional approved budget amount. Supervisor shall work in consultation with consultants and/or Staff to make determination.

### **Tax Exempt Status:**

Section 4 of the General Sales Tax Act, MCL 205.54(5); MSA 7.524(5) and Michigan Sales and Use Tax Rule, 1979 AC, R205.79, provide that sales to the United States Government, the State of Michigan and their political subdivisions, departments and institutions are not taxable when ordered and paid for by warrant on government funds. In the alternative, the government may claim exemption at the time of purchase by providing the seller with a signed statement to the

effect that the purchaser is a governmental entity. Statement is available upon request from the Clerk's office.

**Forms:**

Every Township vendor is required to complete an IRS W-9 form or have this form on record prior to the release of payment for goods and services.

**Documentation:**

When a purchase order is requested all supporting documentation should be attached to the requisition within the purchase order program (bids, board resolution, etc.). Once a purchase order requisition is approved, all invoices for goods and services will be attached in the accounts payable program.

This policy will be in effect upon adoption by the Township Board and will remain in effect until rescinded by the Township Board. Revisions or amendments must be approved by the Township Board, and must be recorded in writing and maintained with this original policy by the Township Clerk. This policy, and all subsequent amendments, will be provided by the Clerk to all Township Board members, Department Heads, and employees.

A motion was made by Zak Ford, seconded by Cheri Bell, to adopt the restatement of the Purchasing Policy.

Upon the call for a vote, the following voted "Aye":

Elizabeth Heiny-Cogswell, Dusty Farmer, Grant Taylor,  
Deborah Everett, Cheri Bell, Zak Ford and Ken Hudok

The following voted "Nay":                      None

The following "Abstained":                      None

The following were Absent:                      None

The Supervisor declared that the motion has been adopted.

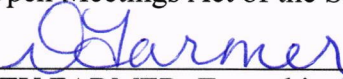
---

DUSTY FARMER, Clerk  
Oshtemo Charter Township

\*\*\*\*\*

CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of an Excerpt of the Minutes of a meeting of the Oshtemo Charter Township Board, held on May 28, 2019, at which meeting all 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

CHARTER TOWNSHIP OF OSHTEMO  
KALAMAZOO COUNTY, MICHIGAN

**RESOLUTION ESTABLISHING SANITARY SEWER FEES  
AND USER RATES**

Adopted: \_\_\_\_\_, 2020

Effective: \_\_\_\_\_, 2020

WHEREAS, the Charter Township of Oshtemo has heretofore adopted the Wastewater Service Ordinance, being Ordinance number 208, and as thereafter amended; and

WHEREAS, pursuant to Section 21 and 22 of said Ordinance the Township Board is required to establish appropriate service charges and user rates for each wastewater user and to make changes from time to time to reflect the changes in cost and sewer needs; and

WHEREAS, the Township's engineers Prein and Newhof, pursuant to a state grant, undertook a three-year study of the Township sanitary sewer system and have prepared a report outlining the repair and maintenance needs of the Township's sanitary sewer system and have presented their report to the Township entitled "Sanitary Sewer Assessment Management Plan"; and

WHEREAS, the Township received the S.A.W. grant report at its Board Meeting of November 10, 2020; and

WHEREAS, the Township Board recognizes the report and its recommended maintenance and repair needs for the Township sanitary sewer system.

NOW THEREFORE, until further modification by resolution of the Township Board, the sanitary sewer sanitary service charges and user rates are hereby adopted, and the following fees shall be payable for all sanitary sewer users of the Township at the time of connection.

**Sewer Fees and User Rates.**

Monthly or quarterly use charges shall be billed to each user connected to the public sewer system by the City of Kalamazoo in conjunction with the user's water bill as metered at the user's private water supply, in accordance with the sanitary sewage disposal agreement between the Charter Township of Oshtemo and the City of Kalamazoo.

In addition to the user charges as established by the City of Kalamazoo, each sanitary sewer user will be charged a surcharge for this service of 16%, to be added to each user's monthly or quarterly billing, for repair and maintenance of the Oshtemo Charter Township sanitary sewer system.

**Annual Review.**

These fees are to be reviewed annually.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to adopt the foregoing resolution.

Upon roll call vote,

The following voted "Aye":

The following voted "Nay":

The following abstained or were absent:

The Supervisor declared the motion carried in the resolution duly adopted.

\_\_\_\_\_  
DUSTY FARMER, Clerk  
Oshtemo Charter Township

\*\*\*\*\*

**CERTIFICATE**

I hereby certify that the foregoing constitutes a true and complete copy of an Excerpt of the Minutes of a regular meeting of the Oshtemo Charter Township Board, held on November 10, 2020, 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, Clerk  
Oshtemo Charter Township