

**OSHTEMO CHARTER TOWNSHIP BOARD**

**7275 West Main Street**

**Kalamazoo, MI 49009**

**269.375.4260**

**November 12, 2019**

**BOARD WORK SESSION**

**6:00 p.m.**

**AGENDA**

- A. Call to Order
- B. Public Comment
- C. Update from Kalamazoo County
- D. Update on Treasurer's Office: Investment Report
- E. Discussion on Sewer & Water Fees
- F. SMBA Annual Budget
- G. Other Updates and Business

**REGULAR MEETING**

**7:15 p.m.**

**AGENDA**

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Public Comment on Non-Agenda Items
- 4. Consent Agenda
  - a. Approve Minutes- October 22, 2019 Regular Meeting
  - b. Receipts & Disbursements Report
  - c. 2020 Depositories
  - d. 2020 Township Board Meeting Dates
  - e. 2020 Property & Liability Insurance Renewal
  - f. 2020 Accounting, Auditing, Engineering, Traffic Engineering, & IT Consulting
  - g. 2020 Poverty Exemption Standards
  - h. Consumers Energy Natural Gas Franchise Agreement – Second Reading
  - i. Drake Reception Room Renovation – Budget Amendment per Capital Campaign Donation
  - j. Zoning Ordinance Amendments - Article 55 & 57.140 Flags & Flag Poles – Second Reading
  - k. Southwest Michigan Building Authority (SMBA) 2020 Budget
- 5. Consideration of General Ordinance Amendments
  - a. Ordinance 290 – Subdivision, Site Condominium, & Land Division – First Reading
  - b. Ordinance 256 – Burning Ordinance – First Reading
- 6. Public Hearing– Fire Protection Special Assessment District
- 7. Public Hearing– Street Light Special Assessment District
- 8. Public Hearing– Police Protection Special Assessment Districts 2004-1 and 2009-1
- 9. Public Hearing– 2020 General & Special Revenue Funds Budget/General Tax Levy.9703/Detailed Format
- 10. Consideration of 2020 Township Officers' and Trustees Compensation Resolutions
- 11. Consideration of Police Protection Contract with Kalamazoo County & Sheriff's Office
- 12. Other Township Business
- 13. Public Comment
- 14. Board Member Comments
- 15. 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>Supervisor</b> Libby Heiny-Cogswell	216-5220	<a href="mailto:libbyhc@oshtemo.org">libbyhc@oshtemo.org</a>
<b>Clerk</b> Dusty Farmer	216-5224	<a href="mailto:dfarmer@oshtemo.org">dfarmer@oshtemo.org</a>
<b>Treasurer</b> Grant Taylor	216-5221	<a href="mailto:gtaylor@oshtemo.org">gtaylor@oshtemo.org</a>
<b>Trustees</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>

Township Department Information		
<b>Assessor:</b>		
Kristine Biddle	216-5225	<a href="mailto:assessor@oshtemo.org">assessor@oshtemo.org</a>
<b>Fire Chief:</b>		
Mark Barnes	375-0487	<a href="mailto:mbarnes@oshtemo.org">mbarnes@oshtemo.org</a>
<b>Ordinance Enf:</b>		
Rick Suwarsky	216-5227	<a href="mailto:rsuwarsky@oshtemo.org">rsuwarsky@oshtemo.org</a>
<b>Parks Director:</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>Planning Director:</b>		
Julie Johnston	216-5223	<a href="mailto:jjohnston@oshtemo.org">jjohnston@oshtemo.org</a>
<b>Public Works:</b>		
Marc Elliott	216-5236	<a href="mailto:melliott@oshtemo.org">melliott@oshtemo.org</a>

## 2020 DEPOSITORIES

DEPOSITORY	ADDRESS
<b>COMERICA BANK</b>	5080 West Main Street Kalamazoo MI
<b>CONSUMERS CREDIT UNION</b>	6699 West Main Kalamazoo, MI 49009
<b>FIFTH THIRD BANK</b>	4705 West Main Street Kalamazoo MI
<b>FIRST NATIONAL BANK OF MICHIGAN</b>	5313 West Main St. Kalamazoo, MI 49009
<b>FLAGSTAR BANK</b>	5151 Corporate Drive, Troy, MI 48098
<b>HUNTINGTON NATIONAL BANK</b>	PO Box 1558 EA1W37 Columbus, OH 43216
<b>MBIA CLASS</b>	3135 S State Street Ste 108 Ann Arbor, MI 48108
<b>MERS</b>	1134 Municipal Way Lansing, MI 48917
<b>MERCANTILE BANK</b>	5610 Bryon Center Ave SW Wyoming, MI 49519
<b>PNC</b>	5299 West Main Street Kalamazoo MI

**1<sup>ST</sup> SOURCE BANK**

200 W. Michigan Ave  
Kalamazoo, MI 49007

**CIBC**

2301 W. Big Beaver Ste 525  
Troy, MI 48084

**THE PRIVATEBANK**

38505 Woodward Avenue Ste 1300  
Bloomfield Hills, MI 48304

**CHEMICAL**

PO Box 529  
Midland, MI 48640

**OLD NATIONAL BANK**

220 n. Drake Rd  
Kalamazoo, MI 49009

**ADVIA CREDIT UNION**

4308 W. Main St  
Kalamazoo, MI 49009

**HONOR CREDIT UNION**

5713 Venture Park  
Kalamazoo, MI 49009

**ARBOR FINANCIAL CREDIT UNION**

1551 S. 9<sup>th</sup> St  
Kalamazoo, MI 49009

**LAKE MICHIGAN CREDIT UNION**

6170 W. Main St  
Kalamazoo MI 49009

**SOUTHERN MICHIGAN BANK**

650 Trade Centre Way  
Suite 120  
Portage MI, 49002

## 2020 - Oshtemo Township Board Meeting Dates

(RM) 7:15 p.m. Regular Meeting  
(WS) 6:00 p.m. Work Sessions

January 14 (WS & RM)  
January 28(WS)

February 11 (WS & RM)  
February 25 (WS & RM)

March 24 (WS & RM)

April 14 (WS & RM)  
April 21<sup>st</sup> Joint Boards 6:00 p.m.  
April 28 (WS)

May 12 (WS & RM)  
May 26 (WS & RM)

June 8 Budget Workshop 8:00 a.m.  
June 9 (WS & RM)  
June 23 (WS & RM)

July 14 Budget Work Session 4 p.m.& RM  
July 28 (WS)

August 11 (WS & RM)  
August 24 Budget Work Session 1:00 p.m.  
August 25 (WS & RM)

September 8 (WS & RM)  
September 22 (WS & RM)

October 13 (WS & RM)  
October 20 Joint Boards 6:00 p.m.  
October 27 (WS)

November 10 (WS & RM)  
November 24 (WS & RM))

December 8 (WS & RM)

### Bi-Annual Joint Boards TB / PC / ZBA / SoDA / DDA / OFP

(6:00 p.m.)      Apri 21st      October 20<sup>th</sup>

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

**2020**

**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)

**IT**  
Siegfried, Crandall P.C.

**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.

CHARTER TOWNSHIP OF OSHTEMO  
KALAMAZOO COUNTY, MICHIGAN

**POVERTY EXEMPTIONS GUIDELINES – 2020**

Meeting of the Township Board on November 12, 2019

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

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

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

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

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

- (6) The application for an exemption shall be filed after January 1, but at least a week before the start of the March Board of Review, July Board of Review or December Board of Review.

Poverty exemption standards shall be as follows:

The following are the poverty thresholds as of December 31, 2019, for use in setting poverty exemption guidelines for 2020 assessments:

<b>Size of Family Unit</b>	<b>2020 Federal Poverty Guidelines</b>	<b>2020 Qualifying Income Level Per Township's Policy</b>
1 person	\$12,490	\$15,612
2 persons	\$16,910	\$21,137
3 persons	\$21,330	\$26,662
4 persons	\$25,750	\$32,187
5 persons	\$30,170	\$37,712
6 persons	\$34,590	\$42,237
7 persons	\$39,010	\$48,762
8 persons	\$43,430	\$54,287

For each additional person, add \$ 4,420 \$ 5,525

1. Applicants must complete an application, except for their signature, and return it in person to the Assessor's Office.
2. Applications must be signed and witnessed by an employee of the Township and filed with the Assessor after January 1 but at least a week before the start of the March Board of Review, July Board of Review or December Board of Review.
3. Applicant must submit the previous year's Federal Income Tax Return and State Income Tax Return.
4. Applications may be reviewed by the Board without applicant being present, however, the Board may request the applicant be physically present to respond to questions; and may be called upon to appear on short notice.
5. Answers to questions regarding the applicant's financial affairs, health or medical expenses, employment status of those residing in the residence may be requested before the meeting of the Board.
6. Applicants will be administered an oath of truth.



7. An asset test considering all assets owned by the applicant other than the applicant's homestead vehicle and normal household goods will be used in determining whether relief should be granted. Homeowners with assets in excess of \$25,000 may not be eligible for tax exemption consideration.
8. The Board may grant property tax relief based on poverty annually.
9. Applicant may be subject to investigation by the Township to verify information submitted or statements made in regard to a tax exemption claim.
10. The meeting may be recorded, and minutes will be kept of all proceedings of the Board of Review and all meetings held in compliance with the Open Meetings Act.
11. The Board of Review shall follow the policy and guidelines of Oshtemo Charter Township as set forth in this resolution in granting or denying an exemption unless the Board of Review determines there are substantial and compelling reasons why there should be deviation from the policy and guidelines and the substantial and compelling reasons are communicated in writing to the applicant.
12. Applicants will be evaluated based on data submitted to the Board of Review, testimony taken from the applicant and information gathered from any source by the Township.
13. Those homeowners who meet the income and asset limitations set forth herein may be granted an exemption or partial exemption.

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

The following voted "Aye":

The following was absent:

The following voted "Nay":

The following "Abstained":

The Supervisor declared the Formal Motion had been adopted.

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

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CERTIFICATE

I, Dusty Farmer, the duly elected and acting Clerk of the Charter Township of Oshtemo, hereby certify that the foregoing Formal Motion was adopted by the Township Board of said Charter Township at a regular meeting of said Board held on November 12, 2019, 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

# Memo



**To:** Oshtemo Charter Township Board  
**From:** James W. Porter  
**Date:** November 12, 2019  
**Subject:** New Consumers Energy Company Gas Franchise Ordinance

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## **OBJECTIVE**

To review and approve a 30-year Gas Franchise Ordinance for Consumers Energy Company.

## **BACKGROUND**

Consumers Energy was granted a gas franchise to service the residents of the Township by the Township Board on January 30, 1990, Ordinance No. 260. This expires in 2020. Consumers is required to have a gas franchise in order to operate within the Township.

## **INFORMATION PROVIDED**

Attached is the proposed Gas Franchise Ordinance, which is based, in part, on the document which Consumers Energy provided, but was further modified by Township Counsel to better protect the Township.

## **STATEMENT OF WHAT YOU ARE ASKING BOARD TO APPROVE**

To adopt the proposed 30-year Gas Franchise Ordinance for Consumers Energy Company.

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

Adopted: \_\_\_\_\_, 20\_\_\_\_

Effective: \_\_\_\_\_, 20\_\_\_\_

CONSUMERS ENERGY COMPANY GAS FRANCHISE ORDINANCE

AN ORDINANCE, granting to CONSUMERS ENERGY COMPANY, its successors and assigns, the right and authority to lay, maintain and commercially operate gas lines and facilities including but not limited to mains, pipes, services and on, under, along, and across public places including but not limited to highways, streets, alleys, bridges, and waterways, and to conduct a local gas business in the CHARTER TOWNSHIP OF OSHTEMO, KALAMAZOO COUNTY, MICHIGAN, for a period of thirty (30) years.

THE CHARTER TOWNSHIP OF OSHTEMO  
KALAMAZOO COUNTY, MICHIGAN  
ORDAINS:

- SECTION 1. TITLE. This Ordinance shall be referenced to as the CONSUMERS ENERGY COMPANY GAS FRANCHISE ORDINANCE.
- SECTION 2. GRANT AND TERM. The Charter Township of Oshtemo, Kalamazoo County, Michigan, hereinafter called "Charter Township," hereby grants to Consumers Energy Company, its successors and assigns, hereinafter called "Consumers" the right and authority to lay, maintain and commercially operate gas lines and facilities including but not limited to mains, pipes, services and valves on, under, along, and across public places including but not limited to highways, streets, alleys, bridges, and waterways, and to conduct a local gas business in the Charter Township for a period of thirty (30) years.
- SECTION 3. CONSIDERATION. In consideration of the rights, power and authority hereby granted, Consumers shall faithfully perform all things required by the terms hereof.
- SECTION 4. CONDITIONS. No public place used by Consumers shall be obstructed longer than necessary during construction or repair, and shall be restored to the same order and condition as when work was commenced. All of Consumers' gas lines and related facilities shall be placed as not to unnecessarily interfere with the public's use of public places. Consumers shall have the right to trim or remove trees, if necessary, in the conducting of such business.

- SECTION 5. HOLD HARMLESS. Consumers shall save the Charter Township free and harmless from all loss, costs and expense to which it may be subject by reason of the negligent construction and maintenance of the lines and related facilities hereby authorized. In case any action is commenced against the Charter Township on account of the permission herein given, Consumers shall, upon notice, defend the Charter Township and its representatives and hold them harmless from all loss, costs and damage arising out of such negligent construction and maintenance.
- SECTION 6. EXTENSIONS. Consumers shall construct and extend its gas distribution system within said Charter Township, and shall furnish gas service to applicants residing therein in accordance with applicable laws, rules and regulations.
- SECTION 7. FRANCHISE NOT EXCLUSIVE. The rights, power and authority herein granted, are not exclusive.
- SECTION 8. RATES and CONDITIONS. Consumers shall be entitled to provide gas service to the inhabitants of the Charter Township at the rates and pursuant to the conditions as approved by the Michigan Public Service Commission. Such rates and conditions shall be subject to review and change upon petition to the Michigan Public Service Commission.
- SECTION 9. REVOCAION. The franchise granted by this Ordinance is subject to revocation upon sixty (60) days' written notice by either party. Upon revocation this Ordinance shall be considered repealed and of no effect past, present or future.
- SECTION 10. MICHIGAN PUBLIC SERVICE COMMISSION JURISDICTION. Consumers remains subject to the reasonable rules and regulations of the Michigan Public Service Commission applicable to gas service in the Charter Township and those rules and regulations preempt any term of any Ordinance of the Charter Township to the contrary.
- SECTION 11. TOWNSHIP JURISDICTION. Consumers shall remain subject to all Ordinances, rules and regulations of Charter Township now in effect, or which might subsequently be adopted for the regulation of land uses or for the protection of the health, safety and general welfare of the public; provided however, that nothing herein shall be construed as a waiver by Consumers of any of its existing or future rights under State or Federal law.
- SECTION 12. SUCCESSORS AND ASSIGNS. Wherever in this Ordinance, reference is made to the Charter Township or Consumers, it shall be deemed to include the respective successors or assigns of either; and all rights, privileges, franchises, and obligations herein contained by or on behalf of said Township, or by or on behalf of Consumers, shall be binding upon, and inure to the benefit of the respective successors or assigns of said Charter Township or Consumers, whether so expressed or not.
- SECTION 13. EFFECTIVE DATE AND REPEAL. This Ordinance shall take effect upon publication, provided, however, it shall cease and be of no effect after 30 days from its adoption unless within said period Consumers shall accept the same in writing filed with the Township Clerk. Upon acceptance and publication hereof, this ordinance shall constitute a contract between said Charter Township of Oshtemo and Consumers Energy Company. This Ordinance repeals all Ordinances or parts of Ordinances in conflict to-wit: Ordinance No. 260.

We certify that the foregoing Gas Franchise Ordinance was duly adopted by the Township Board of the CHARTER TOWNSHIP OF OSHTEMO, KALAMAZOO COUNTY, MICHIGAN, on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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

Attest:

I, \_\_\_\_\_, Clerk of the CHARTER TOWNSHIP OF OSHTEMO, KALAMAZOO COUNTY, MICHIGAN, do hereby certify that the Ordinance granting CONSUMERS ENERGY COMPANY, a gas franchise, was properly adopted by the Charter Township Board of the CHARTER TOWNSHIP OF OSHTEMO, KALAMAZOO COUNTY, MICHIGAN, and that all proceedings were regular and in accordance with all legal requirements.

\_\_\_\_\_  
Dusty Farmer, Clerk  
Charter Township of Oshtemo

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Clear Form

# BUDGET AMENDMENT REQUEST

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

Date: 11/06/2019

Department Head Name: Karen High

Fund Name: 107 Parks

		Amount	
Additional Funds Request for: (description and GL number)	Capital Improvements/Drake Phase 1	107-756-97400.DRFMP1	\$ 10,145.00
	_____	_____	_____
	_____	_____	\$ 10,145.00
Funds requested from: (description and GL number)	Donations Restricted	107-751-46000	\$ 8,461.83
	Capital Improvements	107-756-97400	\$ 1,683.17
	_____	_____	_____
	_____	_____	_____
	_____	_____	\$ 10,145.00

Explanation of request:

No new money requested. \$8,461.83 is from Oshtemo Friends of the Parks Capital Campaign donations for Drake Farmstead Park Phase 1. Funds will be used to renovate the reception room in the Drake House, a Capital Campaign project. Renovation includes plastering and painting walls and ceiling, refinishing existing wood floor, replacing damaged windows, and replacing missing woodwork.

Supervisor Review: LibbyHC 11-8-2019  
(pending or date reviewed)

Board Authorization: \_\_\_\_\_  
(pending or date authorized)

4,1

# Memo



To: Oshtemo Charter Township Board  
From: Julie Johnston, AICP  
Acting Planning Director  
Date: October 30, 2019  
Mtg Date: November 12, 2019  
Subject: New Flags and Flagpoles Ordinance

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## **OBJECTIVE**

Consideration of the new Flags and Flagpoles Ordinance and removal of flags from the Signs and Billboards Ordinance for second reading and final approval.

## **BACKGROUND**

The current Township Zoning Ordinance manages flags and flagpoles within the Signs and Billboards Ordinance, which is not how most flags are utilized in Oshtemo. Often, property owners wish to fly the American or State of Michigan flag, not an advertisement flag. Therefore, the Sign Ordinance is an awkward location to manage flags. In addition, the current ordinance language provides very little regulatory control over the placement of flagpoles. At this time, the only requirement for placement would be ensuring the flagpole is outside of the road right-of-way.

The Planning Commission spent two meetings reviewing the draft ordinance language. Additional amendments were made, including language related to placement of the flagpole, the size of flags, and which flag sizes should only be allowed in nonresidential areas. On October 10<sup>th</sup>, the Planning Commission held their public hearing. No members of the public spoke at that meeting. A unanimous motion was approved to forward the draft language to the Township Board for consideration.

The Township Board held first reading of the Ordinance on October 22<sup>nd</sup>. No members of the public spoke at the meeting. The Board approved first reading and set second reading for November 12<sup>th</sup>.

## **INFORMATION PROVIDED**

- Draft Ordinance



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

Adopted: \_\_\_\_\_, 2019

Effective: \_\_\_\_\_, 2019

OSHTEMO CHARTER TOWNSHIP ORDINANCE

An Ordinance to amend the Oshtemo Charter Township Zoning Ordinance, Article 55, Signs and Billboards, by the deletion of any reference to flags and/or flagpoles from the Sections 55.70, 55.80, 55.90, 55.130 and 55.140 and to also amend Article 57, Miscellaneous Protection Requirements, by the addition of a new Section 57.140 Flags and Flagpoles. This Ordinance repeals all Ordinances or parts of Ordinances in conflict.

THE CHARTER TOWNSHIP OF OSHTEMO  
KALAMAZOO COUNTY, MICHIGAN  
ORDAINS:

SECTION I. AMENDMENT OF ZONING ORDINANCE COMPILED ARTICLE 55: SIGNS AND BILLBOARDS.

SECTIONS 55.70, 55.80, 55.90 55.130 AND 55.140. Article 55: Signs and Billboards,

Section 55.70, 55.80, 55.90, 55.130 and 55.140 are hereby amended to delete all reference to flags or flagpoles.

**ARTICLE 55: SIGNS AND BILLBOARDS**

**55.70 AGRICULTURAL AND RESIDENTIAL LAND USES**

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B. All Agricultural and Residential uses shall also be permitted the following:

~~1. Flags.~~

~~2.1.~~ One (1) Seasonal Agricultural Sign, not to exceed a sign area of 32 square feet, except as expressly permitted herein, shall be permitted for up to 90 calendar days per year per principal use for functioning farms and farm markets. A sign permit must be obtained prior to displaying a Seasonal Agricultural Sign.

**55.80 COMMERCIAL AND OFFICE LAND USES**

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B. All Commercial and Office uses shall also be permitted the following:

~~1. Flags. A lot, building site or parcel shall be limited to three flags. For lots, building sites and parcels with public street frontage in excess of 200 feet, three additional flags are permitted for every additional 200 feet of continuous public street frontage. Flag pole height may not exceed 60 feet. Maximum flag sign shall be 15 feet x 25 feet.~~

~~2.1.~~ One directory wall sign per building, not to exceed 20 square feet in total sign area.

~~3. 2.~~ Directional signs up to two square feet in area and four feet in height. Each lot, building site, parcel, commercial center, or development shall not have more than one directional sign per street entrance.

**55.90 INDUSTRIAL LAND USES**

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B. All Industrial shall also be permitted the following:

~~1. Flags. A lot, building site or parcel shall be limited to three flags. For lots, building sites and parcels with public street frontage in excess of 200 feet, three additional flags are permitted for every additional 200 feet of continuous public street frontage. Flag pole height may not exceed 60 feet. Maximum flag sign shall be 15 feet x 25 feet.~~

2.1. One directory wall sign per building, not to exceed 20 square feet in total sign area.

3. 2. Directional signs up to two square feet in area and a height of four feet. Each lot, building site, parcel, or development shall not have more than one directional sign per street entrance.

**55.130 SIGNS NOT REQUIRING PERMITS**

The following types of signs are exempted from permit requirements but must be in conformance with all other requirements of this Article:

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~~H. Flags.~~

**55.140 MAINTENANCE**

All signs, ~~flags, and flag poles~~ shall be properly maintained. Exposed surfaces shall be clean and painted, if paint is required. Defective or damaged parts shall be replaced.

**SECTION II. AMENDMENT OF ZONING ORDINANCE COMPILED ARTICLE 57: MISCELLANEOUS**

**PROTECTION REQUIREMENTS, BY ADDITION OF SECTION 57.140.** Article 57:

Miscellaneous Protection Requirements, Section 57.140 is hereby added to read as follows:

**ARTICLE 57: MISCELLANEOUS PROTECTION REQUIREMENTS**

**57.140 FLAGS AND FLAGPOLES**

A. Purpose. The purpose of this Section is to allow the display of noncommercial flags while furthering the substantial interest of the Township through:

- Maintenance and improvement of the community's appearance,
- Elimination of visual clutter,

- Ensuring traffic and property safety, and
  - Preserving property values.
- B. Scope. The regulations set forth in this Section shall apply to flags and flagpoles in all zoning districts.
- C. Prohibited.
1. Flags designed for, or in effect serve as, advertising shall be considered signage and shall be regulated by Article 55.
  2. Banners, feathers, pennants, spinners, streamers, or other similar devices.
  3. Furcated poles with multiple mounting structures.
- D. Number of Flags and Flagpoles.
1. Residential District.
    - a. A total of three (3) flagpoles, but not more than three (3) flags in total, shall be permitted as part of the overall residential development or apartment complex.
    - b. A total of two (2) flagpoles, but not more than two (2) flags in total, shall be permitted as part of a single-family parcel, lot, or building site.
  2. Nonresidential District.
    - a. A total of three (3) flagpoles, but not more than three (3) flags in total, shall be permitted per parcel, lot, or building site.
    - b. For parcels, lots, or building sites with public street frontage in excess of 200 feet, one additional flagpole and flag is permitted for every additional 200 feet of continuous street frontage.
    - c. For multi-tenant nonresidential establishments, one (1) flag may be displayed per establishment through a wall-mounted stanchion located near the entrance of that tenant space.
- E. Flagpole Height. Flagpoles within residential districts may not exceed 29 feet in height and flagpoles within nonresidential districts may not exceed 60 feet in height, per the chart in Section 57.140.F.
- F. Size of Flags.
1. The maximum flag size allowed shall be based on the height of the flagpole, as follows:

Height of Flagpole	Size of Flag
Under 20	4 feet X 6 feet or 24 square feet
20 – 29 feet	5 feet X 8 feet or 40 square feet
30 – 39 feet*	6 feet X 10 feet or 60 square feet
40 – 49 feet*	8 feet X 12 feet or 96 square feet
50 – 59 feet*	10 feet X 15 feet or 150 square feet
60 feet*	12 feet X 18 feet or 216 square feet
60 feet*	15 feet X 25 feet or 375 square feet

\*Nonresidential districts and uses only.

2. Flags displayed through a wall-mounted stanchion shall not exceed 4 feet X 6 feet or 24 square feet.
- G. Flagpole Location.
1. Flagpoles may be located within any yard.
  2. Flagpoles located within the front yard:
    - a. Must be setback from the front property line a distance to allow the flag to fly fully open within the subject property. Flags may not encroach upon adjacent properties or rights-of-way.
    - b. Must be setback the height of the flagpole from the side property lines.
  3. Flagpoles within any side or rear yard must be setback the height of the flagpole to ensure the pole falls entirely within the subject property.
- H. Maintenance. Flagpoles and flags must be maintained in good condition, free of significant corrosion, peeling paint, tears, fraying, or other damage or deterioration.
- I. Illumination. Flagpoles may be illuminated per the requirements of Article 54.
- J. Manner of Display. Flags and insignia of any government shall be displayed in an approved manner pursuant to federal guidelines in Title 4, United States Code, Chapter 1 (the Federal Flag Code).
- K. Building Permit. Any necessary building permits, if required by State building code, must be obtained prior to the installation of a flagpole.

SECTION III. EFFECTIVE DATE AND REPEAL. All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed. This Ordinance shall take effect upon publication after adoption in accordance with State law.

DUSTY FARMER, CLERK  
OSHTEMO CHARTER TOWNSHIP



7275 West Main Street,  
Kalamazoo MI 49009  
269-585-4150  
www.swmiba.org

*How 4. k*

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11/4/2019

TO: OSHTEMO TOWNSHIP BOARD  
FROM: DUSTY FARMER, SMBA CHAIR  
RE: SMBA BUDGET REVIEW

---

The Southwest Michigan Building Authority was formed as a Local Intergovernmental Agreement with Oshtemo and Cooper Townships to provide Building Department services to the two townships.

The authority is staffed with a full time Building Official who performs most plan reviews and conducts inspections, one full time and one part time administrative assistant, and a part time Office Manager.

The authority has contracts with independent inspectors for electrical, mechanical and plumbing inspections. The authority also contracts with an independent building inspector who fills in when needed.

The authority Board of Directors consists of 2 representatives from each member township and one citizen at large.

Revenue for the authority is solely from permit fees; neither township provides financial support.

Attached you will find the 2020 SMBA Budget for your review and approval.

**2020 BUDGET - SOUTHWEST MICHIGAN BUILDING AUTHORITY - 10/21/2019**

GL NUMBER	DESCRIPTION	2018 AMENDED BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
542-000-99999	Carryover	123,104	34,935		
542-001-47500	Miscellaneous			331	
542-001-61100	Bldg Services to Others				
542-001-61600	Building Permits	371,000	375,000	261,769	200,000
542-001-61615	Plan Review	3,000	3,000	7,983	6,000
542-001-61700	Electrical Permits	91,200	94,000	54,924	50,000
542-001-61800	Mechanical Permits	97,160	90,000	74,889	80,000
542-001-61900	Plumbing Permits	48,640	55,000	57,099	50,000
542-001-66400	Interest on Investments	360	200	637	1,000
<b>TOTAL ESTIMATED REVENUES</b>		<b>734,464</b>	<b>652,135</b>	<b>457,632</b>	<b>387,000</b>

ESTIMATED APPROPRIATIONS					
542-371-66401	Permit Refunds	206			
542-371-70200	Salaries	140,000	146,000	84,884	145,000
	75,000 Building Official				
	62,500 Administrative Assistants				
	7,500 Office Manager				
542-371-70201	Hourly	65,500	105,000	92,605	
542-371-70300	Building Board of Appeals	300			300
542-371-70400	In Lieu of Insurance	1,307	1,170	405	
542-371-71500	Payroll Taxes - FICA	15,750	17,000	13,459	11,600
542-371-71600	Health Insurance	28,000	36,500	36,493	36,000
542-371-71602	Disability/Life Insurance	1,680	1,650	1,148	1,650
542-371-71603	Work Comp Insurance	2,200	2,500		2,500
542-371-71700	HSA	5,000	4,275	4,272	4,275
542-371-72200	Pension Plan	20,000	17,500	12,230	11,600
542-371-72500	Clothing Allowance	500	500		500
542-371-72600	Board Member At Large Stipend	450	480	210	450
542-371-72700	Miscellaneous	100	500	22,000	500
542-371-72800	Supplies	7,500	7,500	2,412	3,500
542-371-72801	Equipment/Maintenance	1,400	1,450	866	1,450
542-371-75100	Vehicle Gas/Maintenance	10,000	10,000	2,148	5,000
542-371-75101	General Insurance	11,000	12,000		6,400
542-371-81100	Electrical Inspector	42,000	37,000	29,070	30,000
542-371-81101	Plan Review	3,000	2,500	600	1,000
542-371-81200	Mechanical Inspector	30,000	31,000	26,145	25,000
542-371-81300	Plumbing Inspector	35,000	30,000	23,265	20,000
542-371-81400	Building Inspector			2,880	5,000
542-371-82500	Accounting/Audit Fees	27,000	20,000	4,375	13,000
542-371-82600	Legal Fees	17,000	10,000	14,258	10,000
542-371-82700	IT Support/Website Host	25,000	22,000	19,626	20,000
542-371-85300	Telephone	6,000	4,000	3,994	5,000
542-371-87000	Mileage	3,000	3,000	1,080	1,500
542-371-92500	Facility Rent	20,000	20,000	20,000	20,000
542-371-95700	Bank Service Charges	450	360	331	500
542-371-95800	Education/Dues	8,500	8,000	2,482	4,000
542-371-96300	Contingency	1,000	1,000		1,275
542-371-97600	Capital Outlay	7,000	5,000	443	
542-371-97700	Capital Outlay-Vehicle		3,000		
<b>TOTAL ESTIMATED APPROPRIATIONS</b>		<b>555,163</b>	<b>565,885</b>	<b>432,656</b>	<b>387,000</b>

# Memo



To: Oshtemo Charter Township Board  
From: Julie Johnston, AICP  
Acting Planning Director  
Date: October 30, 2019  
Mtg Date: November 12, 2019  
Subject: Amendment to the Subdivision, Site Condominium, and Land Division Ordinance

---

## **OBJECTIVE**

Consideration of first reading of the recommended amendments to the Subdivision, Site Condominium, and Land Division Ordinance to manage the development of sidewalks.

## **BACKGROUND**

Common practice during the development of subdivisions or site condominiums is to build the sidewalks after construction of the individual residential units. This is the best way to ensure that sidewalks will not be damaged by heavy equipment during ongoing construction of the home. While this practice is working effectively for lots and/or building sites, it does not manage those common areas where a home is not intended to be built.

Unfortunately, there are a few subdivisions and/or site condominiums within Oshtemo Township where the sidewalks in common areas have not been built. Staff is currently working to ensure these sidewalks get constructed, but it is a struggle as responsibility for their development is not clear. For example, sidewalks in Sky King Meadows I site condominium have not been built on Mickey's Trail or Belle Street around the storm water detention pond, which is a common element for the development. Since this is a completely built-out site condominium, staff needs to determine whether responsibility falls on the homeowner association, the builder who constructed the homes, or the original developer who requested site condominium approval from the Township.

To avoid this confusion in the future, staff is recommending adding some language to Part 290.000: Subdivision, Site Condominium, and Land Division Ordinance of the Township's General Ordinances. Specifically, to the Step 3 approval process, which is the final review by the Township Board for any subdivision plat or site condominium plan. The Step 3 process requires the developer to show that all planned infrastructure has been constructed and as-built drawings have been provided to the Township.

By requiring the sidewalks in common areas be included in the development of this infrastructure, the Township will be assured that these amenities have been built.

The process for approving a sidewalk permit has two steps. The first is to approve the forms in which the concrete will be poured. At this stage, staff visually inspects the sidewalk base and reviews slopes to ensure ADA compliance. The second step is to sign off on the finished sidewalk. Staff must assume that the contractor has followed Township standards for the depth of the compacted aggregate base and the composition, thickness, and finish of the concrete.

As individual homes are built within a development, staff is often to the project numerous times to review and approve sidewalk permits. This has provided staff opportunities to observe the existing sidewalk as new sections are being poured. Unfortunately, we have found issues, such as cracks or sections of the sidewalk settling at a different level causing tripping hazards, with newly constructed sidewalks. When staff has approached the developer/builder about these previously approved sidewalks and requested repairs, there is often pushback that the sidewalk received final approval and therefore any repairs are now the Township's responsibility.

The Non-Motorized Facilities/Sidewalks Ordinance requires the developer or property owner to be responsible for the maintenance of the sidewalk for a period of one year after the sidewalk permit has been approved. It is very likely this section of the Ordinance was written to try and resolve this very issue of poor construction. Staff is recommending a reference to this requirement be included in the Subdivision and Site Condominium Ordinance, with an added obligation that a letter from the developer and/or property owner acknowledging this responsibility be provided as part of Step 3 approval.

With these two minor changes to the Subdivision, Site Condominium and Land Division Ordinance, the recent problems with sidewalk installation and maintenance should be resolved for future developments.

### **INFORMATION PROVIDED**

- Draft Ordinance



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

Adopted: \_\_\_\_\_, 2019

Effective: \_\_\_\_\_, 2019

This Ordinance amends Site Condominium and Land Division Ordinance No. 585, adopted on June 27, 2017, to require sidewalks to be built in common areas prior to STEP THREE approval. Compiled Section 290.007 Approval Procedures, Subsection D. STEP THREE: Final Plan/Plat, is amended by adding a new Subparagraph h. to Paragraph 1. Filing Procedure and relabeling Subparagraphs h. and i. to i. and j., and in addition, by amending Subparagraph vii, adding a new Subparagraph viii, and renumbering Subparagraphs viii and ix of Paragraph 3. Township Board Review of the Oshtemo Charter Township Subdivision, to Subparagraphs ix. and x. and repeals all Ordinance or parts of Ordinances in conflict.

THE CHARTER TOWNSHIP OF OSHTEMO  
KALAMAZOO COUNTY, MICHIGAN  
ORDAINS:

SECTION I. APPROVAL PROCEDURES – COMPILED SECTION 290.007.  
Subsection D. STEP THREE: Final Plan/Plat, Paragraph 1. Filing Procedure, Subparagraph new h. shall read as below and old Subparagraphs h. and i. shall be relabeled Subparagraphs i. and j. :

**290.007 – Approval Procedures.**

**Sec. VII.**

**D. STEP THREE: Final Plan/Plat.**

**1. Filing Procedure.**

- h.** Per the requirements of Section 294.007.A of the Non-Motorized Facilities/Sidewalks Ordinance, the developer and/or property owner is responsible for the maintenance or repair of any sidewalk or non-motorized path/facility for a period of one year from the date of final inspection and approval by the Township. A letter from the developer and/or property owner acknowledging this requirement shall be provided.

- h. i. A legal opinion from the Township Attorney showing the legal and equitable owners of the land to be platted and/or developed, plus all grants, reservations, deed restrictions and easements of record which condition the use of the property.
- i. j. Master deeds, bylaws and any other pertinent exhibits required of a site condominium per Condominium Act, P.A. 59 of 1978.

SECTION II. APPROVAL PROCEDURES – COMPILED SECTION 290.007  
 Subsection D. STEP THREE: Final Plan/Plat, Paragraph 3. Township Board Review, Subparagraphs b. vii. and viii. shall read as below and old Subparagraphs viii. and ix. shall be relabeled to Subparagraphs ix. and x.

**290.007 – Approval Procedures.**

**Sec. VII.**

**D. STEP THREE: Final Plan/Plat.**

**3. Township Board Review.**

- b. The Township Board shall review the proposed final plan/plat and determine that:
  - vii. All public improvements, such as street lights, fire hydrants, ~~sidewalks~~, parks, etc., which have been required by the Township Board, have been completed and installed and reviewed and approved by the Township Engineer or a cash or equivalent deposit has been made with the Township or other public utility sufficient in amount to ensure completion within the time specified and a Deposit Agreement executed by the proprietors.
  - viii. ~~All sidewalks not associated with an individual lot or building site have been constructed to the Township standards and reviewed and approved by the Township Engineer or their designee, or a cash or equivalent deposit has been made with the Township sufficient in amount to ensure completion thereof within the time specified and a Deposit Agreement executed by the proprietors.~~
  - viii: ix. The proposed final plan/plat has complied with all applicable state statutes and Township Ordinances and has received the requisite statutory approval of other governmental agencies.
  - ix: x. That the plan/plat has been executed by all required owners and recorded with the County Register of Deeds and filed with the Township before issuance of any building permits.

SECTION III. EFFECTIVE DATE - COMPILED SECTION 290.018. Compiled  
Section 290.018 shall read as follows:

**290.018 – Effective Date.**

**Sec. XVIII.**

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

DUSTY FARMER, CLERK  
OSHTEMO CHARTER TOWNSHIP



# Memo



**To:** Libby Heiny-Cogswell, Township Supervisor  
**From:** M. Barnes, Fire Chief  
**Date:** November 4, 2019  
**Re:** Requested update to Burning Ordinance #256.

---

Premanufactured outdoor fireplaces have become very popular and are becoming prevalent within our manufactured home communities. While conducting inspections within these communities it has been discovered that they are not always being used safely. Most of the concerns are from the user failing to appreciate the amount of radiant heat being discharged from the unit. Several homes have been found with melted vinyl siding. Therefore, we are recommending a change for the safe setback from 5 feet to 10 feet. That will serve to improve the safe distance from combustible surfaces.

In addition, outdoor fireplaces are not addressed by the ordinance and they too are becoming more common. Therefore, we are asking that they be added. Below are our requested language changes.

The wording changes being requested were reviewed and approved by Mr. Porter.

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

Adopted: \_\_\_\_\_, 2019

Effective: \_\_\_\_\_, 2019

OSHTEMO CHARTER TOWNSHIP ORDINANCE

An Ordinance to amend Oshtemo Charter Township Ordinance No. 324, as amended, entitled the Oshtemo Charter Township Burning Ordinance,” specifically Compiled Section 256.010, Subsection 256.011, Compiled Section 256.060, Subsection 256.061, Compiled Section 256.080, Subsection 256.082, and Compiled Section 256.140, Subsection 256.141 and to repeal all Ordinances or parts of Ordinances in conflict.

THE CHARTER TOWNSHIP OF OSHTEMO

KALAMAZOO COUNTY, MICHIGAN

ORDAINS:

SECTION I. AMENDMENT TO COMPILED SECTION 256.010 REGULATIONS,  
SECTION 256.011. Compiled Section 256.011 is hereby amended to read  
as follows:

SECTION I

256.010 REGULATIONS

256.011 Regulations.

Sec. 1.1. Incinerators, waste burners, open burning, outdoor fireplace, barbecue pit and charcoal or gas grill fires shall hereafter be operated and controlled in accordance with the provisions set forth in this Ordinance.

SECTION II. AMENDMENT TO COMPILED SECTION 256.060 RECREATIONAL  
FIRES, SECTION 256.061. Compiled Section 256.061 is hereby  
amended to read as follows:

SECTION VI

256.060 RECREATIONAL FIRES

256.061 Location.

Sec. 6.1. Recreational fires shall not be conducted within 25 feet of a structure or combustible material unless contained in a barbecue pit or charcoal/gas grills or outdoor fireplace. Conditions which could cause a fire to spread to within 25 feet of a structure shall be eliminated prior to ignition.

SECTION III. AMENDMENT TO COMPILED SECTION 256.080 OUTDOOR

BARBECUE PITS, CHARCOAL GRILLS AND OUTDOOR

FIREPLACES, SECTION 256.082. Compiled Section 256.082 is hereby

amended to read as follows:

SECTION VIII

256.080 OUTDOOR BARBECUE PITS, CHARCOAL GRILLS AND OUTDOOR FIREPLACES

256.082 Location.

Sec. 8.2. Barbecue pits, charcoal grills and outdoor fireplaces outside of buildings shall not be located within ~~five (5)~~ ten (10) feet of combustible walls or roofs or other combustible material. ~~Outdoor fireplaces~~ Barbeque pits, charcoal grills and outdoor fireplaces shall be prohibited above ground/grade level of any multifamily dwelling.

SECTION IV. AMENDMENT TO COMPILED SECTION 256.140 EFFECTIVE

DATE, SECTION 256.141. Compiled Section 256.141 is hereby

amended to read as follows:

SECTION XIV

256.140 EFFECTIVE DATE

256.141 Effective Date.

Sec. 14.1 All Ordinances or parts of Ordinances in conflict herewith are hereby repealed. This Ordinance shall take effect upon publication.

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 12, 2019, REGARDING FIRE PROTECTION ASSESSMENT**

A meeting of the Oshtemo Charter Township Board was held on November 13, 2018, 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 \$2,978,253 (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 31, 2019. 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 \$2,978,253 to be raised by special assessment, the total budgeted amount for fire protection being \$3,073,894.

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 2020 including operating and maintenance expenses together with capital expenditures in the amount of \$3,073,894; and

WHEREAS, it has been tentatively determined by the Township to assess the sum of \$2,978,253 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 31, 2019; 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 12, 2019, 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 2020 fiscal year of the Township in the amount of \$3,073,894 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 \$3,073,894 for the 2020 fiscal year of the Township commencing January 1, 2020, 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 \$2,978,253 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 2019.

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, 2019.

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 12, 2019, 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 12, 2019, REGARDING LIGHTING SPECIAL ASSESSMENT**

A meeting of the Oshtemo Charter Township Board was held on November 12, 2019, 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 \$151,000 (.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 31, 2019.

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 \$151,000 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, 2020; 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 31, 2019, 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 12, 2019, 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 \$151,000 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, 2019.

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 2020.

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, 2019.

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 12, 2019, 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 12, 2019, REGARDING POLICE PROTECTION ASSESSMENT**

A meeting of the Oshtemo Charter Township Board was held on November 12, 2019, commencing at 7:15 p.m. at the Oshtemo Charter Township Hall, 7275 West Main Street, within the Charter Township.

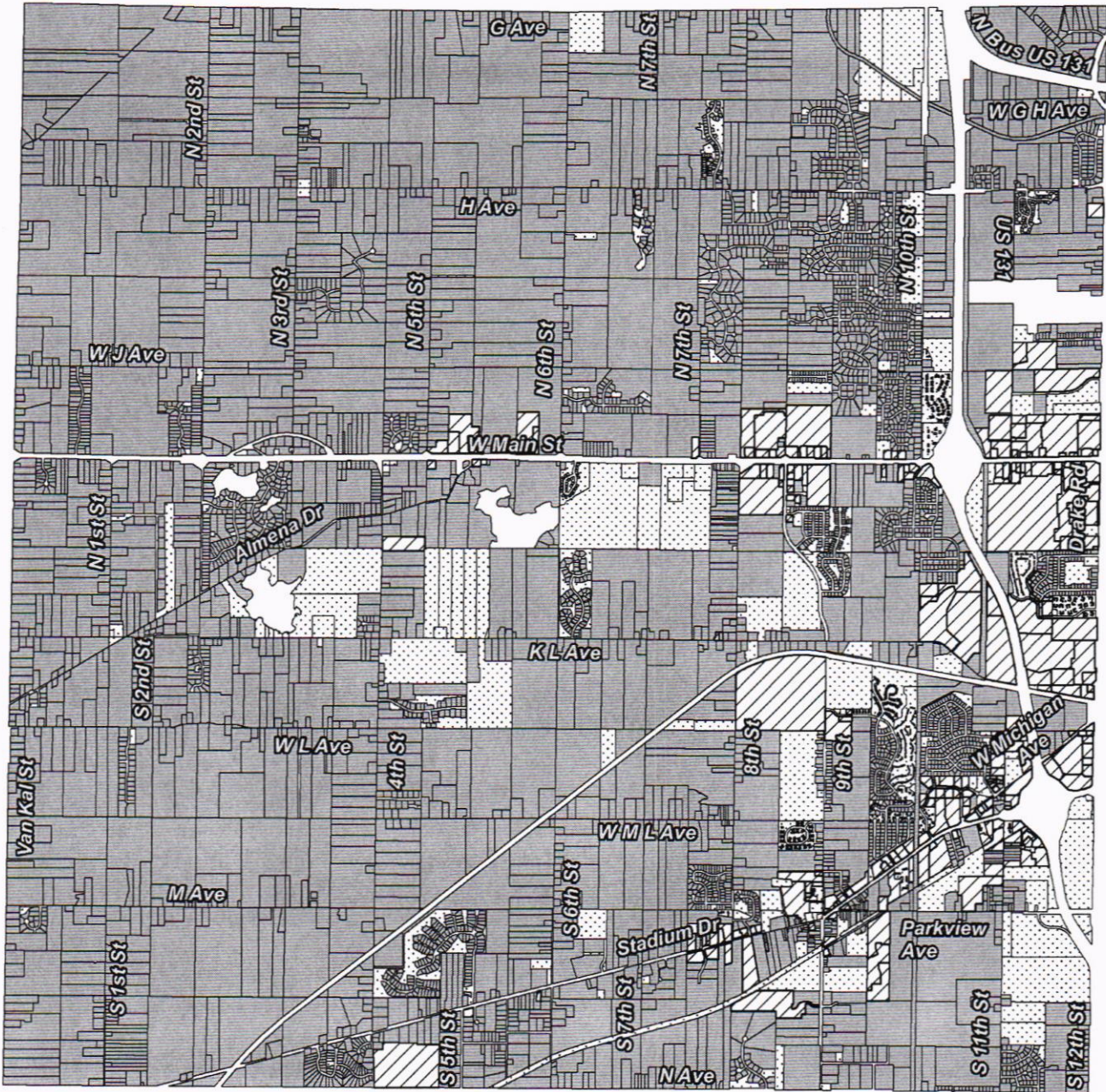
Members Present:




Members absent:

The Supervisor noted a proposed special assessment levy in the amount of \$1,391,614, 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 \$1,391,614 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, 2019. The Districts are set forth on the following map:

# Police Millage Districts



District	
	2009-1
	2004-1
	Exempt





The total budgeted amount for police protection for the fiscal year 2020 is \$1,486,103, with approximately \$94,489 from carryover, court fines and miscellaneous income and \$1,391,614 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 31, 2019. 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.

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 2020 of \$1,486,103; and

WHEREAS, notice of this budget hearing was given by publication in the Kalamazoo Gazette on October 31, 2019.

NOW, THEREFORE, BE IT RESOLVED, that a budget of the estimated costs and expenses of police protection in the total amount of \$1,486,103 for the fiscal year commencing January 1, 2020, 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 \$1,391,614, 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, 2019, 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.

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Dusty Farmer, Clerk  
OSHTEMO CHARTER TOWNSHIP

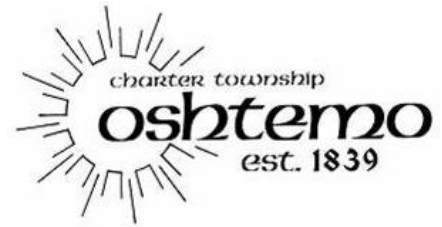
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CERTIFICATE

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 12, 2019, at which a quorum was present.

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Dusty Farmer, Clerk  
OSHTEMO CHARTER TOWNSHIP



# Memorandum

**Date:** 8 November 2019  
**To:** Township Board  
**From:** Libby Heiny-Cogswell, Supervisor  
**Subject:** Oshtemo Charter Township - 2020 Annual Budget

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## **Objective**

Township Board consideration of 2020 Annual Budget adoption.

## **Background**

The 2020 Budget was developed through extensive Staff and public Township Board discussion starting in May. The budget is now compiled and provided for consideration of adoption. This Board consideration follows a seven-week public review period. The required noticing of the 2020 budget in the newspaper and online has occurred. At the time of this writing, the Supervisor has not received any public comment.

*2020 Budget highlights include:*

- Human Resources
  - (1) New Position for IT
- Roads & Non-motorized Projects
  - Local road maintenance & construction (\$500K)
  - Non-motorized path construction (Drake, Croydon, Green Meadow, Stadium)  
(Refer Capital Improvements Plan for extents)
- Transportation - Public Transit bus line route system (\$67K)
- Police Protection
  - Kalamazoo County/KCSO Contract – 1 Sergeant; 7 Deputies (\$868K)
- Fire & EMS Services
  - HVAC Station Two Improvements & other Station Maintenance (\$90K)
  - Vehicle Replacements (3 Tahoe) (\$165,000)
  - Personal Protection Equipment & Misc. Firefighting Equipment (\$127K)
- Sanitary Sewer Extension
  - Construction Projects Phase I (postponed from 2019; \$8.3 Million)
- Water Extension - West Main St (7<sup>th</sup> to 8<sup>th</sup>, north side) (\$217K)
- Parks
  - Drake Farmstead Park Phase 2 (\$60K)
  - Township Park/Grange Hal Court Resurface & Nets (\$17K)
  - Maintenance Trucks Replacement (\$56K)

**CHARTER TOWNSHIP OF OSHTEMO**

**KALAMAZOO COUNTY, MICHIGAN**

**EXCERPT OF MINUTES OF REGULAR MEETING OF THE  
OSHTEMO CHARTER TOWNSHIP BOARD HELD ON  
NOVEMBER 12, 2019, REGARDING GENERAL FUNDS**

A meeting of the Oshtemo Charter Township Board was held on November 12, 2019, 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 2020 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 31, 2019. 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 2020 General Operations Budget for the Charter Township of Oshtemo including special assessment levies will be approximately \$21,377,324. The cost and expenses of the General fund operations for 2020 will be approximately \$6,995,442.

The Budget for Police Protection, Parking Enforcement and Ordinance Enforcement for the fiscal year commencing January 1, 2020, is approximately \$1,486,103 which is comprised of \$1,391,614 being raised by the special assessment levy and \$94,489 carryover, court fees and miscellaneous income.

The 2020 Lighting Fund Budget for the fiscal year commencing January 1, 2020, is approximately \$151,000 which is being raised by special assessment.

The 2020 Fire Fund Budget is approximately \$3,073,894 which is comprised of \$2,978,253 being raised by special assessment and revenue carryover.

The general levy of .9703 mills against the taxable property within the Township will raise \$845,972.

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 2020 fiscal year of the Township in the total amount of \$21,377,324 for General Operations, comprised of police protection budget of \$1,486,103; fire protection budget of \$3,073,894; street lighting special assessment levy of \$151,000; and \$6,995,442 for general Township operations; and

WHEREAS, it has tentatively been determined by the Township Board to levy .9703 mills against the taxable real and personal properties within the Township to raise the sum of \$845,972 of said total budget; and

WHEREAS, notice was published in the Kalamazoo Gazette of a hearing upon said Budget and the levy of .9703 mills on October 31, 2019, 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 \$21,377,324 including the aforementioned lighting, fire and police protection special assessment levies and to approve a levy of .9703 mills.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the General Operations Budget for the Charter Township of Oshtemo for the 2020 fiscal year of the Township commencing on January 1, 2020, in the total amount of \$21,377,324, including \$6,995,442 for general Township operations, police protection budget of \$1,486,103 (\$1,391,614 from special assessment levy); lighting fund budget of \$151,000 (all raised by special assessment); fire fund budget of \$3,073,894 (\$2,978,253 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 .9703 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 2019 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.

Next, it was explained that the Budget of the Township was prepared by "line item," but approved by function; and that in order for the routine expenditures and efficient management of Township fiscal affairs, it is important that the Township officers be authorized to make payment of routine bills and to initiate routine purchases subject to ratification by the Township Board.

**RESOLUTION REGARDING ROUTINE EXPENDITURES AND PURCHASES**

WHEREAS, in accordance with Michigan statute, a Budget was prepared and approved on November 12, 2019, for the 2020 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 November 12, 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.

After both resolutions were 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.

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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 12, 2019, at which a quorum was present.

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Dusty Farmer, Clerk  
OSHTEMO CHARTER TOWNSHIP

**OSHTEMO CHARTER TOWNSHIP - Detailed 2020 Budget Request - 11.12.2019**

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>GENERAL FUND ESTIMATED REVENUE</b>						
101-001-40100		Carryover	186,800		186,800	2,446,866
101-001-40300		Current Real Property Tax	806,000	783,488	783,488	845,972
	845,972	<i>Current levy .97</i>				
101-001-40900		Act 198 Tax Collection	2,500			
101-001-43000		Payments in Lieu of Taxes	2,000		2,000	2,000
101-001-44500		Other Tax Related Revenue		4,140	4,140	2,000
101-001-44600		Penalties/Interest Taxes		130	130	
101-001-44700		Property Tax Admin Fee	338,000	348,849	348,849	367,023
		<i>1% Summer, 1% Winter</i>				
101-001-45200		Animal Licenses	200	192	192	200
101-001-45300		Manufactured Home Comm Fees	5,000	2,470	2,470	4,900
101-001-45400		Hawkers/Peddlers	100	60	60	100
101-001-47500		Miscellaneous	10,000	3,905	3,905	
101-001-47600		Reimburse Revenue	13,260	10,000	13,260	34,254
	12,754	<i>Meijer Corp for Bus Service, 131 to 9th Street</i>				
	10,000	<i>SMBA Legal Fees</i>				
	500	<i>DDA Legal Fees</i>				
	11,000	<i>Police Satellite Office Facility</i>				
101-001-47700		SRS-Right of Way	16,000	16,069	16,069	16,000
101-001-57400		SRS-Sales Tax Statutory	75,017	608,112	75,000	77,268
101-001-57500		SRS-Sales Tax Constitutional	1,840,215	351,054	1,840,215	2,030,287
101-001-57600		Other Grants	929,030		30,000	801,572
	320,800	<i>MDOT Safety Grant, Drake Rd Path from Green Meadows to W MI Ave</i>				
	60,000	<i>SoDA Reimbursement #3 to Twp for Drake Rd Non-Motorized Facilities</i>				
	25,000	<i>Other Development Revenue (NM/Sidewalk Participation Agreements)</i>				
	135,772	<i>MDOT Transportation Alternatives Grant (Drake Rd Path from W MI to Stadium (Sect 01)</i>				
	260,000	<i>KATS MDOT TA Grant (11th Street to Quail Run)</i>				
101-001-60300		FOIA/Subpeona Payment		1,525	2,000	2,500
101-001-60500		Cable Fees	180,000	135,822	170,000	170,000
101-001-60700		Election Reimbursement				30,000
101-001-61400		Planning Escrow				
101-001-61500		Planning Fees	30,000	14,370	20,000	30,000
101-001-61700		Metal Recycling Revenue	3,500	2,477	3,500	4,000
101-001-61800		Sidewalk Permit/Inspection				1,500
101-001-63400		Grave Openings	30,000	10,630	20,000	19,000
101-001-64300		Sales of Lots	10,000	4,230	4,000	10,000
101-001-64500		Monument Installations		698		4,000

<b>GL NUMBER</b>	<b>FOOTNOTE AMOUNT</b>	<b>DESCRIPTION</b>	<b>2019 AMENDED BUDGET</b>	<b>2019 ACTIVITY THRU 9.30.2019</b>	<b>2019 PROJECTED ACTIVITY</b>	<b>2020 REQUESTED BUDGET</b>
101-001-66500		Interest Earned	14,000	62,865	120,000	75,000
101-001-69400		Insurance Reimbursement		3,375	3,375	
101-001-69900		SMBA Facility Fee	20,000	20,000	20,000	21,000
<b>TOTAL GENERAL FUND ESTIMATED REVENUE</b>						<b>6,995,442</b>















GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>INFORMATION TECHNOLOGY</b>						
101-201-70200		Salaries/Clerical				56,000
		<i>IT Coordinator (.8 FTE)</i>				
101-201-71500		Payroll Taxes - FICA				4,284
101-201-72200		Pension Plan				3,102
101-201-72800		Supplies	3,000	2,227	3,000	1,000
		<i>Cables, keyboards, monitors, mouse devices</i>				
101-201-80500		Computer Support	63,900	66,803	113,900	115,950
	18,000	<i>BS&amp;A Annual Support</i>				
	5,000	<i>Encode Ordinance Hosting</i>				
	1,300	<i>Apex Software</i>				
	2,800	<i>BS&amp;A Seats</i>				
	52,800	<i>Secant Cloud Service</i>				
	150	<i>Web Page Support Fees</i>				
	2,700	<i>GIS Licensing</i>				
	7,500	<i>IT Additional Costs</i>				
	100	<i>SSL Certificate (Encryption)</i>				
	2,000	<i>Community Center WiFi</i>				
	16,000	<i>Laserfiche - Upgrade</i>				
	7,600	<i>Fiber optic dedicated line (CTS)</i>				
101-201-97000		Capital Outlay	60,000	4,192	10,000	11,000
	6,000	<i>Computer Replacements (3)</i>				
	4,000	<i>New Employee Computers (2)</i>				
	1,000	<i>O.E. Mobile Surface Pro (50% IT/50% Building)</i>				
<b>TOTAL INFORMATION TECHNOLOGY</b>						<b>191,336</b>



GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>CEMETERY, BLDG &amp; GROUNDS</b>						
101-218-72800		Supplies	1,500	293	200	1,500
101-218-75100		Vehicle Maintenance	3,000	1,469	3,000	3,000
101-218-75300		Grounds Maint Equipment	2,500	1,162	2,500	2,500
101-218-75700		Tools & Supplies	1,500	135	300	1,500
101-218-76000		Facility Supplies	3,200	2,471	2,500	3,200
101-218-76600		Expendable Supplies	3,000	1,198	1,000	3,000
101-218-80500		Contracted Snow Removal	1,000	125	1,000	1,000
101-218-80600		Contracted Lawn Maintenance	11,500	7,400	11,500	11,500
101-218-80800		Contracted Grave Openings	20,000	7,000	20,000	
101-218-86800		Fuel, Oil & Grease	1,500	539	1,000	1,500
101-218-92000		Water	2,000	943	2,000	2,000
101-218-92100		Electric	23,000	13,309	23,000	23,000
101-218-92300		Heat	4,000	2,723	4,000	4,000
101-218-93100		Maintenance Services	23,000	17,579	23,000	24,500
	4,400	Trash services				
	500	Irrigation start up/close out				
	19,600	Alarm & video systems, cleaning, pest control, video monitoring, etc.				
101-218-97400		Capital Outlay	178,500	6,959	63,000	187,500
	115,000	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)				
	10,000	Twp Office, Public Restroomms Sanitary Sewer Connections				
	30,000	Replacement Township Hall Carpet				
	4,000	Security Cameras				
<b>TOTAL CEMETERY, BLDG &amp; GROUNDS</b>						<b>269,700</b>



GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>INSURANCE &amp; BONDS</b>						
101-234-71600		Health & Life Insurance	150,000	129,918	150,000	214,500
	190,000	<i>Health Insurance</i>				
	3,000	<i>Life Insurance</i>				
	5,800	<i>ST/LT Disability</i>				
	1,500	<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	57,600		57,600	68,400
		<i>Full Time Employees Defined Contribution Plan (17 current + 2)</i>			0	
101-234-91100		Worker's Compensation	6,620	4,720	6,620	6,700
101-234-91200		General Insurance	40,000	15,884	40,000	42,000
		<i>Liability /Vehicles/Property Damage</i>				
<b>TOTAL INSURANCE &amp; BONDS</b>						<b>331,600</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>GENERAL OPERATIONS</b>						
101-249-70200		Salaries	146,146	78,198	146,146	123,985
		<i>Clerk's Assistant .925 FTE (20%)</i>				
		<i>Customer Service Admin Assistant .6 FTE</i>				
		<i>GIS Specialist .5 FTE</i>				
		<i>Maintenance Staff</i>				
		<i>Assistant to Clerk .925 FTE (20%)</i>				
101-249-70400		In Lieu Of Insurance	5,500	4,320	5,500	7,020
101-249-71500		Payroll Taxes - FICA	11,280	6,008	11,280	9,584
101-249-72200		Pension Plan	11,446	3,098	11,446	9,542
101-249-72800		Supplies	8,000	4,536	6,000	8,000
101-249-73000		Postage	15,000	5,656	15,000	15,000
101-249-75100		Vehicle Maintenance	1,500	192	500	1,500
101-249-80800		Contracted Services	85,500	49,607	60,000	71,500
	2,500	<i>Maintenance</i>				
	67,000	<i>Bus Service - West Main 131 to 9thSt</i>				
	2,000	<i>Maintenance - Hazardous Communication</i>				
101-249-82000		Engineering Fees				
101-249-85300		Telephone	7,000	4,255	6,000	7,000
101-249-86800		Fuel, Oil & Grease	800	437	800	800
101-249-87000		Mileage	1,000	1,064	1,200	1,000
101-249-87200		New Hire Expenses	4,000	4,194	6,400	4,000
101-249-90300		Legal Notices	18,000	8,316	18,000	18,000
101-249-93300		Equipment Maintenance	10,400	8,119	10,400	12,400
101-249-95600		Household Hazard Waste	16,000	11,488	16,000	17,000
101-249-95700		Newsletter	16,000	8,698	12,000	16,000
		<i>Publishing and Postage Costs Bi-Monthly, 1 Township-Wide Mailing</i>				
101-249-95800		Education/Dues	16,000	15,385		24,000
101-249-95900		Trash Collection	48,000	28,988	48,000	51,000
	49,500	<i>Township Trash Day Operations</i>				
	1,500	<i>Township Trash Day Staffing</i>				
101-249-96100		BOR/MTT Refunds		2,291		
101-249-96300		Contingency Items	3,340			19,272
101-249-97500		Capital Outlay / Buildings	5,000	4,826	5,000	
101-249-97600		Capital Outlay	3,500		1,000	106,500
	6,500	<i>Replacement Maintenance Trailer</i>				
	35,000	<i>Replacement Plow Truck (2006 Chevy)</i>				
	35,000	<i>Replacement Plow Truck (2009 Ford)</i>				
	30,000	<i>Township Office Carpet Replacement (Pt 2)</i>				
101-249-97600.WMSTDM		Capital Outlay				



GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
101-249-97700		Capital Outlay / Equipment	10,000			10,000
<b>TOTAL GENERAL OPERATIONS</b>						<b>533,103</b>



GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>PUBLIC WORKS</b>						
101-506-70200		Salaries	45,449	47,786	65,000	84,167
		<i>Public Works Director 1 FTE (50%)</i>				
		<i>Public Works Technical 1 FTE 50%</i>				
		<i>Public Works Technical (Part Time, Flex Schedule)</i>				
		<i>Public Works Director (Succession overlap; 4th quarter 2020)</i>				
101-506-70400		In Lieu Of Insurance				
101-506-71500		Payroll Taxes - FICA	3,477	3,502	3,477	6,477
101-506-72200		Pension Plan	3,636	1,727	3,636	5,711
101-506-72800		Supplies	2,500			2,500
	500	<i>Supplies</i>				
	2,000	<i>Bikeway Signage</i>				
101-506-73000		Postage	600			600
101-506-82000		Engineering Fees	6,000	4,206	4,206	6,000
101-506-82600		Legal Fees	3,500	6,112	12,000	12,000
101-506-87000		Mileage	600			500
101-506-92600		Street Lighting				
101-506-95200		Road Project Costs				
101-506-95200.BTR2RD		Road Project Costs	366,500		366,500	
		<i>BTR 2.0 Road Economic Development</i>				
101-506-95200.RDMAIN		Road Project Costs	250,000	129,164	160,000	250,000
		<i>Road Maintenance Program (support RCKC PAR match program)</i>				
101-506-95200.SANCOA		Sewer 1 Contract A	180,000			
101-506-95300		Storm Sewer Costs	12,000	364	6,000	12,000
	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>				
101-506-95800		Education/Dues	1,500	668	1,000	2,000
101-506-97600		Capital Outlay	107,130	1,540	20,000	20,000
		<i>Non-motorized facilities ADA assessment activities with maintenance &amp; restoration</i>				
		<i>Proposed 2020 Nonmotorized Bond Expenses</i>				
101-506-97600.NMDRDR		Non-Motorized Drake Rd	276,480			286,000
		<i>Non Motorized TA, W MI Ave to Stadium (DR at Corners @DR), (MDOT Sect 01 of 2)</i>				
101-506-97600.NMDRSA		Non Motorized Drake Safety Grant	1,047,600			1,084,000
		<i>Green Meadow to W Michigan</i>				
101-506-97600.NMDRTA		South Drake Phase 2 Transportation Alt.	829,440	374,318	500,000	15,000

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
		<i>Non-motorized TA, W Main to Green Meadows (MDOT Sect 02 of 2) (Changed to First Phase); add 60' sidewalk</i>				
101-506-97600.NMKLAV		Non Motorized Facility KL Ave	10,000			220,000
		<i>KL Ave Path Incrementals (Legal Descriptions &amp; Easement Acquisitions)</i>				
101-506-97600.NMS9TH		Non motorized 9th St.	30,000			30,000
101-506-97600.NMSTDM		Non motorized Stadium	40,000	4,709	40,000	520,000
		<i>KATS TA Construction (460 ft West of Quail Run to 11th St)</i>				
101-506-97600.PLATSW		Capital Outlay / Bldg Adds	31,000	5,292	30,000	30,000
		<i>Non-Motorized Concept and Preliminary Design (Phase 2 Sewers Extent)</i>				
101-506-97600.SANCOA		Sewer 1 Contract A	164,000	10,850	20,000	
101-506-97600.SANCOB		Sewer 1, Contract B	26,000	1,720	26,000	148,800
	26,800	<i>Fairgrove Connector</i>				
	122,000	<i>Whitegate Connector</i>				
101-506-97600.SANPH2		Sewer 2	11,240		10,000	30,000
		<i>11th St NM Improvements, Parkview to N Ave (4-ft shoulders), Engr Design</i>				
101-506-97600.SWGMDR		Sidewalk, Green Meadow				430,000
		<i>To be bid following Contract A (Skyridge Sewer)</i>				
101-506-97600.SWMHDR		Sidewalk, Maple Hill and Croyden				473,000
		<i>To be bid following Contract B (Beech St Sewer)</i>				
<b>TOTAL PUBLIC WORKS</b>						<b>3,668,755</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>PLANNING DEPT</b>						
101-805-70200		Salaries	92,222	76,497	92,222	108,163
		<i>Planning Director 1 FTE</i>				
		<i>Admin Assistant .2 FTE</i>				
		<i>Zoning Administrator .5 FTE</i>				
101-805-70300		Salaries-PC/ZBA	12,000	5,955	12,000	14,380
	8,800	<i>Planning Commission</i>				
	5,580	<i>Zoning Board of Appeals</i>				
101-805-71500		Payroll Taxes - FICA	8,202	6,143	8,202	8,274
101-805-72200		Pension Plan	8,578	3,071	8,578	8,653
101-805-72800		Supplies	2,000	42	2,000	2,000
101-805-73000		Postage	3,000			2,000
101-805-80100		GIS Expense	7,000	2,309	7,000	7,000
101-805-80800		Consultants	39,500	17,246	39,500	25,000
	10,000	<i>Zoning Ordinance Updates</i>				
	8,000	<i>Recorder of Minutes</i>				
	6,000	<i>GO! Green Oshtemo Conservation Next Steps Planning &amp; Community Outreach</i>				
	1,000	<i>Maple Hill Zoning Ordinance (Cont. from 2019)</i>				
101-805-82000		Engineering Fees	3,000	754	2,000	3,000
101-805-82600		Legal Fees	35,000	16,500	32,000	32,000
101-805-87000		Mileage	300	230	300	300
101-805-90300		Legal Notices	15,000	12,108	15,000	15,000
101-805-95800		Education/Dues	5,000	2,715	5,000	5,000
<b>TOTAL PLANNING DEPT</b>						<b>230,770</b>
<b>GENERAL FUND - OVERALL TOTAL ESTIMATED REVENUES</b>						<b>6,995,442</b>
<b>GENERAL FUND - OVERALL TOTAL ESTIMATED APPROPRIATIONS</b>						<b>6,995,442</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>PARKS FUND ESTIMATED REVENUES</b>						
107-751-40100		Carryover	377,525		377,525	
107-751-46000		Donations - Restricted	20,000	10,544	10,150	10,000
		<i>Rotary Picnic Shelter (#2 of5)</i>			0	
107-751-46100		Donations - Unrestricted		1,538	1,500	
107-751-46200		Grant Revenues	137,700	6,380	129,350	13,650
107-751-47200		Rental Fee - Grange	6,000	6,485	6,000	6,000
107-751-47300		Rental Fee - Oshtemo Community Center	13,000	9,653	11,000	11,000
107-751-47400		Rental Fee - Twp Park Pavilion	6,000	6,160	6,000	6,000
107-751-47500		Rental Fee - Flesher Pavilion	3,500	4,988	4,000	4,000
107-751-47600		Rental Fee - Flesher Gazebo	500	75		200
107-751-66500		Interest Earned	9,000	9,984	11,000	16,000
	13,000	<i>Kal Comm Fndtn Oshtemo Parks &amp; Recreation Fund</i>				
	3,000	<i>Parks Fund Interest</i>				
107-751-67300		Sales-Fixed Assets				
107-751-67500		Transfer from General Fund	175,000	175,000	175,000	325,000
<b>TOTAL PARKS FUND ESTIMATED REVENUE</b>						<b>391,850</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>PARKS</b>						
107-756-70210		Salaries	76,652	54,871	77,000	94,472
		<i>Parks Director .75 FTE</i>				
		<i>Maintenance Staff</i>				
		<i>Parks Intern (25 hours, 12 weeks)</i>				
107-756-71500		Payroll Taxes - FICA	5,864	4,189	6,000	7,227
107-756-72200		Pension Plan	6,093	2,075	4,500	6,340
107-756-72800		Program/Marketing Supplies	500	399	500	2,500
	500	<i>Supplies</i>				
	2,000	<i>Printing of marketing materials for wedding &amp; other rentals</i>				
107-756-75100		Vehicle Maintenance	2,600	1,996	2,600	2,600
107-756-75300		Grounds Maint Equipment	4,500	2,295	4,500	4,500
107-756-75700		Tools & Supplies	300	101	300	300
107-756-76000		Facility Supplies	3,000	2,157	3,000	3,000
		<i>Facilities maintenance parts/supplies: light bulbs, fasteners, lubricants, paint/painting supplies, locks, lock batteries, thermostats</i>				
107-756-76600		Expendable Supplies	4,000	2,738	4,000	4,000
		<i>Supplies expended though use: Paper towels, toilet paper, cleaning chemicals, ice melt, soap, garbage bags, disposable gloves, e</i>				
107-756-80500		Contracted Snow Removal	1,000			1,000
107-756-80800		Consultant	300	871	300	14,000
	8,000	<i>New Drake/KL Area Neighborhood Park (MNRTF application, surveys, concept design, etc)</i>				
	5,000	<i>Fruitbelt Trail concept plan and acquisition grant</i>				
	1,000	<i>Photography and graphic design of marketing materials for rentals</i>				
107-756-80800.DRFMP1		Consultant	14,820	5,000	14,820	
107-756-80800.DRFMP2		Consultant	19,083	15,742	17,583	1,800
		<i>Drake Farmstead Master Plan - update map graphic</i>				
107-756-80800.GRNCOR		Consultant	1,000			
		<i>Land Acquisition Planning/Evaluation</i>				
107-756-80800.P&RMPU		Consultant				
107-756-82500		Accounting & Audit Fees	3,000	1,150	3,000	2,000
107-756-82600		Legal Fees	2,000	1,253	2,000	2,000
107-756-85300		Telephone	1,720	1,395	1,720	2,000
		<i>Grange Elevator Emergency Phone</i>				
107-756-86800		Fuel, Oil & Grease	1,500	1,296	1,500	1,500

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
107-756-92000		Water	1,500	823	1,500	2,000
107-756-92100		Electric	7,780	4,194	7,780	8,700
107-756-92300		Heat	6,500	4,306	6,500	6,500
107-756-93100		Maintenance Services	23,700	10,027	23,700	23,700
	1,000	<i>Elevator Inspection Services</i>				
	1,700	<i>Flesher Field garden area landscape maintenance</i>				
	1,000	<i>EPS Elevator Inspection Services</i>				
	20,000	<i>Other</i>				
107-756-95800		Education/Dues	1,200	532	600	1,200
107-756-97400		Capital Outlay/Improvements	23,500	1,895	15,000	74,000
	5,000	<i>Tee signs in disc golf course</i>				
	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>				
	17,000	<i>Color coat and restripe tennis and basketball courts</i>				
	1,000	<i>Trail head sign at Flesher Field</i>				
	1,000	<i>Design and install rain garden and no mow signs</i>				
	35,000	<i>Old Township Hall Paint</i>				
107-756-97400.DRFMP1		Capital Outlay/Improvements	369,422	153,407	369,422	
107-756-97400.DRFMP2		Capital Outlay/Improvements	159,000	4,850	159,000	
107-756-97400.DRFMP3		Capital Outlay/Improvements				60,300
	10,000	<i>Tables, chairs for Drake carriage barn</i>				
	40,000	<i>Improve gravel driveway</i>				
	2,000	<i>Build woodchip trails with volunteers</i>				
	5,000	<i>Trim trees along driveway with volunteers and paid contracts</i>				
	3,300	<i>Prairie maintenance</i>				
107-756-97400.GRNGHL		Capital Outlay/Improvements				2,500
	1,500	<i>Install gutters at Grange Hall</i>				
	1,000	<i>repair and repaint basement walls</i>				
107-756-97700		Capital Outlay/Equipment				56,000
		<i>Replacement Plow Trucks (40%)</i>				
107-756-98000		Capital Outlay/Oshtemo Comm Center				2,000
		<i>Gutters</i>				
107-756-98100		Capital Outlay/Drake House	3,000	3,000	3,000	3,000
		<i>Drake House Renovation for 50% match with OHS projects</i>				
<b>TOTAL PARKS ESTIMATED APPROPRIATIONS</b>						<b>389,139</b>



GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>CEMETERY TRUST FUND</b>						
151-001-67500		Transfer from General Fund				<b>5,000</b>
<b>TOTAL CEMETERY FUND ESTIMATED REVENUE</b>						

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>FIRE FUND ADMIN/OPERATIONS/MAINT ESTIMATED REVENUE</b>						
206-001-40100		Carryover				31,336
206-001-40200		Current Property Tax Levy	2,409,779	2,350,952	2,350,952	2,480,278
	2,442,167	<i>82% of 3.75 SAD</i>				
	21,411	<i>Evergreen North Emergency Services Agreement</i>				
	16,700	<i>Non-taxable Properties SADs</i>				
206-001-40900		Act 198 Tax Collection				
206-001-43000		Payments in Lieu of Taxes				
206-001-46000		Donations				
206-001-47500		Miscellaneous		700	700	
206-001-47800		PEO Mileage Reimbursement				
206-001-61000		Other Services Provided		165	135	
206-001-66500		Interest Earned		2,856	5,000	18,000
<b>TOTAL FIRE FUND ADMIN/OPERATIONS/MAINT ESTIMATED REVENUE</b>						<b>2,529,614</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET	
<b>ADMINISTRATION</b>							
206-336-70200		Salaries	859,859	634,286	859,859	944,047	
		<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 - up to 24 hours per week)</i>					
		<i>IT Coordinator (.2 FTE)</i>					
206-336-70300		Overtime	33,090	50,113	60,000	60,000	
206-336-70310		Other Overtime			40,000	39,800	
206-336-70400		In Lieu Of Insurance	5,000	2,295	5,000	2,340	
206-336-71500		Payroll Taxes - FICA	51,098	50,761	80,000	79,854	
206-336-71600		Health & Life Insurance	193,300	87,631	193,300	131,569	
	121,351	<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 (Arcadia Benefits)</i>					
206-336-72200		Pension Plan	52,328	26,779	52,328	83,163	
206-336-72500		Clothing Allowance	23,763	4,124	23,763	31,590	
	8,800	<i>FTE (16 positions @ \$550 ea.)</i>					
	4,392	<i>New Resident Interns (4 positions @ \$1,098 ea)</i>					
	8,040	<i>Promoted from trainee to firefighter (10 @ \$804 ea.)</i>					
	1,280	<i>Promoted to DO &amp; PEO (5 @ \$256 ea.)</i>					
		<i>Promoted from firefighter to officer (0 @ \$500 ea.)</i>					
	3,500	<i>Repairs</i>					
	1,168	<i>Change in FTE person (If an FTE leaves and is replaced)</i>					
	4,410	<i>Provide Class A for new FTE's from 2019 (7 @ \$630)</i>					
206-336-72600		Retiree Health Care	57,600			57,600	
		<i>16 FTE's @ \$3,600 ea.</i>					
206-336-82500		Accounting & Audit Fees	5,500	3,350	5,500	5,000	
206-336-82600		Legal Fees	3,000	1,088	3,000	45,000	
206-336-87000		Mileage	500	96	500	500	
206-336-95900		Continuing Education	35,470	20,416	35,470	51,025	
	36,100	<i>Department Wide</i>					
	5,590	<i>Administration Division</i>					
	7,765	<i>Fire Prevention Division - Inspectors &amp; Investigators certifications</i>					
	1,570	<i>Training &amp; Safety Division</i>					
206-336-96100		Hazmat Fees	1,400		1,400	1,400	
		<i>Annual maintenance membership to support countywide team. Same as 2019.</i>					
206-336-96300		Admin Contingency	5,000	813	2,000		
<b>TOTAL FIRE ADMINISTRATION</b>						<b>1,532,888</b>	

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>OPERATIONS</b>						
206-340-70500		Fire Pay - On Call	407,875	226,996	407,875	415,384
		<i>Paid On Call Firefighters (Estimated to be approximately 25 members)</i>				
206-340-70600		Relief Driver Pay				
206-340-70700		Education & Training				
206-340-70800		Work Detail Pay				
206-340-70900		Station Staffing/Part Time				
206-340-71500		Payroll Taxes - FICA	6,627	3,789	6,627	6,023
206-340-71500.FIREDP		Payroll Taxes - FICA				
206-340-71800		Fire Dept Maintenance	9,323	6,892	9,323	
		Est. hours Maint. works on FD facilities				
206-340-71800.FIREDP		Fire Dept Maintenance				
206-340-72200		Pension Plan	41,533	23,128	41,533	41,538
206-340-72200.FIREDP		Pension Plan				
206-340-72800		Supplies	8,000	3,653	8,000	8,000
206-340-72900		Petty Cash	500			500
206-340-75500		EMS Supplies	6,381	4,401	6,381	6,660
	1,836	8 replacement batteries for FR3 AED's				
	270	Field notes purchased from medical control				
	260	Colorimetric Detector (20 @ \$13 ea.)				
	53	Thomas Tube Holder (15 @ \$3.50 ea.)				
	310	Replacement EMS bags (2 @ \$155 ea.)				
	640	Hand held suction units (10 @ \$64 ea.)				
	260	Replacement Suction Canister (20 @ \$13 ea.)				
	225	Opti Cide Surface Wipes (15 @ \$15 ea.)				
	1,989	Exam Gloves (all sizes)				
	204	Accountability Cynch Locks for bags (12 bags @ \$16.96)				
	538	Misc: Sterile water, heat packs, O2 regulator, B/P Cuffs...				
	75	Annual DEQ license as a "Medical Waste Producing Facility".				
206-340-75700		Tools & Supplies	3,000	538	3,000	3,000
206-340-76000		Training Supplies	1,800	1,528	1,800	5,595
	500	Construction Materials for simulators				
	995	SHO-FLOW: 1 1/2" x 1.5"				
	1,200	SHO-FLOW: 2.5" x 2.5"				
	400	Line Pressure Gauge 1/5" Pitot Type				
	500	In-Line Pitot Pressure auge 2.5"				
	1,500	FDC/Standpipe Training Prop				
	500	Unspecified				

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
206-340-76100		Public Education	5,380		5,380	5,880
	2,000	Kids plastic fire helmets (2,500 @ \$0.80 ea.)				
	290	Badges, stickers... (1,000 @ \$0.29 ea.)				
	260	Instructional Coloring books (3 boxes @ \$65 ea.)				
	2,470	Reflective Slap Wristbands (250 per box @ \$617.50 ea.)				
	260	Pencils (1,000 @ \$0.26 ea.)				
	600	Recruitment Banners (3 @ \$200 ea.)				
206-340-76600		Equipment	13,000	1,405	13,000	5,020
	800	SCBA Batteries. All units changed twice annually.				
	220	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	77,370	43,301	77,370	77,523
	7,842	Annual desktop rotation of 3 units & hardware to connect 504 to CAD				
	16,483	Software support & annual licensing (RMS, Lexipol, Aladtec)				
	33,600	SECANT Technologies (\$2,800 per month)				
	5,750	Segfriend Crandall - Installations, repairs...				
	1,000	Technology Repairs by other vendors				
	900	Road Safety: \$15 per vehicle (5 trucks) per month.				
	1,740	Printers: Both stations. Quarterly lease agreement and supplies.				
	608	Active 911 services for secondary alarm notifications (Up to 50 units @ \$12.15 ea.)				
	2,000	Charter Communications - both fire stations				
	7,600	Fiber optic dedicated line (CTS)				
206-340-85100		Radio Maintenance	6,300	1,627	6,300	11,150
	1,000	Pager batteries, belt clips and replacement knobs				
	5,000	Repairs to HT 1250 portables.				
	2,000	Unspecified repairs				
	1,200	Replacement batteries for XTS5000 800 MHz radios (8)				
	1,950	Repair or replace worn Fire Comm headsets in trucks				
206-340-85300		Telephone	13,520	6,686	13,520	13,740
	900	Cellphone charges for 3 positions (50% of \$50 per month) \$25 x 3 x 12 months				
	5,940	WiFi connections to 10 trucks & 1 card @ \$45 per month = \$495 per mo)				
	3,600	Building Telephone service (CTS) \$300 per month				
	2,000	Telephone System Repairs				
	300	Rebate to 1 OFD member for his phone use. (\$25 per month)				
	1,000	Unspecified				



GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>MAINTENANCE</b>						
206-341-70200		Maintenance Salaries				12,240
206-341-71500		Payroll Taxes - FICA				936
206-341-72200		Pension Plan				892
206-341-75100		Vehicle Gas & Maintenance				1,500
206-341-75300		Grounds Maint Equipment				700
206-341-75700		Tools & Supplies				300
206-341-76000		Facility Supplies				3,800
206-341-76600		Expendable Supplies				2,100
206-341-86800		Fuel, Oil, and Grease				625
206-341-92000		Water				2,900
206-341-92100		Electric				33,000
206-341-92300		Heat				12,600
206-341-93100		Maintenance Services				16,600
<b>TOTAL FIRE MAINTENANCE</b>						<b>88,193</b>
<b>TOTAL OVERALL FIRE FUND ADMIN/OPERATIONS/MAINT ESTIMATED REVENUE</b>						<b>2,529,614</b>
<b>TOTAL OVERALL FIRE FUND ADMIN/OPERATIONS/MAINT EST APPROPRIATIONS</b>						<b>2,529,614</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>POLICE FUND ESTIMATED REVENUE</b>						
207-001-40200		Current Property Tax Levy	1,342,380	1,332,114	1,332,114	1,405,103
	886,885	3.8 Commercial & Multi-housing (SAD District)				
	504,729	0.9 All other areas (2009 SAD District)				
	5,180	Ev No Emergency Services Agreement				
	8,309	Non-taxable Properties SAD				
207-001-45200		Liquor License Fees	20,000	436	20,000	20,000
207-001-65000		Ordinance Violations-8th District Court	40,000	24,114	35,000	40,000
207-001-65100		General Ordinance Violations	2,000	1,125	2,000	2,000
207-001-65300		False Fire Alarm Fines		1,746	1,500	
207-001-65400		False Security Alarm Fines		675	700	
207-001-65600		Parking Violations	5,000	2,510	4,000	5,000
207-001-65700		Rental Housing Inspection Applications	2,040	730	1,000	2,000
207-001-65800		Sidewalk Permit/Inspection	1,500	2,000	1,000	
207-001-66500		Interest Earned	1,500	2,062	6,000	12,000
207-001-67500		Transfer from General Fund	2,400	2,400	2,400	
<b>TOTAL POLICE FUND ESTIMATED REVENUE</b>						<b>1,486,103</b>
<b>POLICE CONTRACT/ADMIN</b>						
Dept 310 - POLICE CONTRACT ADMIN						
207-310-70200		Salary/Contract Administrator	1,000			1,000
		Police Specialist (.05 FTE)				
207-310-71500		Payroll Taxes - FICA	80			
207-310-72200		Pension Plan	80			
207-310-80200		Protection Contract - KC	1,089,534	770,365	1,090,000	867,500
	137,500	Sergeant (1)				
	730,000	Deputies (7), including Traffic Officer & Community Policing Officer				
207-310-80300		KCSD Satellite Office	11,000		11,000	11,000
207-310-82500		Accounting & Audit Fees	13,000	9,626	13,000	8,000
	3,000	General Accounting & Auditing				
	5,000	Project Analysis				
207-310-82600		Legal Fees-8th District Court	35,000	11,542	23,000	23,000
207-310-96100		BOR/MTT Refunds		5,128	5,128	
207-310-97000		Capital Outlay	2,500		2,500	1,250
		Traffic Control (signs) (truck route, etc)				
<b>TOTAL POLICE CONTRACT/ADMIN</b>						<b>911,750</b>



GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>PARKING VIOLATIONS ENFORCEMENT</b>						
207-320-71500		Payroll Taxes - FICA	400		400	400
207-320-72200		Pension Plan	500		500	500
207-320-72800		Supplies	500		500	500
207-320-80900		Parking Enforcement Officers	5,000	998	2,000	5,000
207-320-87000		PEO Mileage	1,000		100	1,000
<b>TOTAL PARKING VIOLATIONS ENFORCEMENT</b>						<b>7,400</b>
<b>GENERAL ORDINANCE ENFORCEMENT</b>						
207-330-70200		Salaries	33,598	24,235	33,600	37,955
		<i>Ordinance Enforcement Officer, 50% of 1 FTE</i>				
		<i>Admin Assistant, 50% of .5 FTE</i>				
		<i>OE Seasonal Assistant</i>				
207-330-71500		Payroll Taxes - FICA	2,570	1,845	2,570	2,904
207-330-72200		Pension Plan	2,688	969	2,688	2,724
207-330-72800		Supplies	1,500	176	1,000	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>Traffic Cones, ADA Safety Barricades (2)</i>				
207-330-82600		Legal Fees	7,500	2,025	4,000	4,000
<b>TOTAL GENERAL ORDINANCE ENFORCEMENT</b>						<b>50,083</b>
<b>TOTAL OVERALL POLICE FUND ESTIMATED REVENUE</b>						
						<b>1,486,103</b>
<b>TOTAL OVERALL POLICE FUND ESTIMATED APPROPRIATIONS</b>						
						<b>969,233</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>FIRE FUND EQUIP/FACILITIES ESTIMATED REVENUE</b>						
211-001-40200		Current Property Tax Levy	529,837	500,086	500,086	444,703
	387,173	13% of 3.75 Fire SAD Levy - Equipment				
	4,000	Non-taxable Properties SAD				
	53,530	Evergreen North Emergency Services Agreement				
211-001-43000		Payments in Lieu of Taxes		30,676	30,676	
211-001-47500		Miscellaneous				
211-001-66500		Interest Earned	1,500	2,130	2,130	28,000
211-001-67300		Sales-Fixed Assets	125,000			15,000
<b>TOTAL FIRE FUND EQUIP/FACILITIES ESTIMATED REVENUE</b>						<b>487,703</b>
<b>FIRE FUND EQUIP/FACILITIES</b>						
211-344-76600		Personal Protective Equipment	44,925	26,034	44,925	43,875
	3,750	Replace outdated: 2 coats & 1 pants				
	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	1,000	1,050	1,500	1,000
211-344-96100		BOR/MTT Refunds				
211-344-97600		Vehicle	159,344		159,344	179,000
	165,000	Replace 3 SUV response units. \$55,000 ea.				
	14,000	Replacement Plow Trucks (10%)				
211-344-98000		Capital Outlay/Equipment	39,460	4,940	35,000	101,731
	54,485	Portable Radios: 16 units @ \$3,200 ea. Year 1 of 3.				
	85	Radio programing cable: one				
	2,200	Portable Radio bank charger. 1 per station @ \$1,100 ea.				
	11,000	Fire Comm headset for truck 541.				
	7,225	PPE lockers for both stations. Keeps equipment off floor and dry.				
	780	Vehicle Stabilization chains				
	20,000	Change over of all equipment from 2 trucks into new 512				
	956	Relacement valves for deck guns				
	5,000	Miscellaneous				
211-344-98100		Capital Outlay/Facilities	235,218	3,939	50,000	100,000
	10,000	Station Location Study				
	50,000	Station 2 HVAC				
	10,000	Station 1 & Station 2 Window Frame Repair				
	20,000	Station 1 & 2 Exterior Lighting & LED Upgrades				
	10,000	Sewer Connection				
211-344-98800		Contingency	5,000	540	2,000	5,000
<b>TOTAL FIRE FUND EQUIP/FACILITIES ESTIMATED APPROPRIATIONS</b>						<b>430,606</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>FIRE FUND FACILITIES CAPITAL ESTIMATED REVENUE</b>						
212-001-40200		Current Property Tax Levy				148,913
		<i>5% of 3.75 Fire SAD levy</i>				
<b>TOTAL FIRE FUND FACILITIES CAPITAL ESTIMATED REVENUE</b>						<b>148,913</b>
<b>TOTAL OVERALL FIRE FUND EQUIP/FACILITIES ESTIMATED REVENUE</b>						<b>487,703</b>
<b>TOTAL OVERALL FIRE FUND EQUIP/FACILITIES ESTIMATED APPROPRIATIONS</b>						<b>430,606</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>STREET LIGHT FUND ESTIMATED REVENUE</b>						
219-001-40100		Carryover			103,000	
219-001-40200		Current Property Tax Levy	150,000	150,110	150,110	151,000
<b>TOTAL STREET LIGHT FUND ESTIMATED REVENUE</b>						<b>151,000</b>
<b>STREET LIGHTING</b>						
219-506-92600		Street Lighting	130,000	93,031	130,000	135,000
		<i>Power Usage Expense</i>				
219-506-97600		Capital Outlay / Upgrade			123,000	
<b>TOTAL STREET LIGHTING ESTIMATED APPROPRIATIONS</b>						<b>135,000</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>SOUTH DRAKE ROAD COORIDOR IMPROVEMENT AUTHORITY (SODA) ESTIMATED REVENUE</b>						
247-001-40100		Carryover	5,300			
247-001-40300		Current Real Property Tax	62,500	73,193	73,193	70,000
247-001-66500		Interest Earned		140	250	1,400
<b>TOTAL SODA ESTIMATED REVENUE</b>						<b>71,400</b>
<b>SOUTH DRAKE ROAD COORIDOR IMPROVEMENT AUTHORITY (SODA)</b>						
247-728-82500		Accounting & Audit Fees	300		300	300
247-728-93300		Repairs/Maintenance	7,500		2,000	9,900
		<i>Contracted snow plowing Nov/Dec 2020</i>				
247-728-96300		Contingency Items		1,921	1,921	
247-728-97500		Capital Outlay/Obligated Projects	60,000		60,000	60,000
		<i>Payment #4 to Township for Reimbursement for South Drake Path/Grant Match</i>				
<b>TOTAL SODA ESTIMATED APPROPRIATIONS</b>						<b>70,200</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>BUILDING DEPT FUND ESTIMATED REVENUE</b>						
249-001-40100		Carryover	43,257		43,257	43,000
249-001-66400		Interest on Investments	1,800	1,530	4,500	8,000
<b>TOTAL BUILDING DEPT ESTIMATED REVENUE</b>						<b>51,000</b>
<b>BUILDING DEPT</b>						
249-371-70200		Salaries/Clerical	33,598	24,220	33,600	37,955
		<i>Property Code Enforcement/Rental Inspector (50% of 1 FTE)</i>				
		<i>Admin Assistant (50% of .5 FTE)</i>				
249-371-71500		Payroll Taxes - FICA	2,570	1,844	2,600	2,904
249-371-72200		Pension Plan	2,688	969	2,700	2,724
249-371-72500		Retiree Health Care				
249-371-82400		Contracted Bldg Plan Review				
249-371-82500		Accounting & Audit Fees	2,200	1,250	2,200	2,200
249-371-82600		Legal Fees	2,000			2,000
249-371-95800		Education/Dues	1,500	390	390	1,000
		<i>BS&amp;A Consultant, Property Maintenance Code Training; Education</i>				
249-371-97600		Capital Outlay				1,600
	1,000	<i>O.E. Mobile Surface Pro (50% IT/50% Building)</i>				
	600	<i>OnStar Data Access Plan for Mobile Tablet Access to Twp &amp; SMBA servers, work from field \$40/per month data package</i>				
<b>TOTAL BLDG DEPT ESTIMATED APPROPRIATIONS</b>						<b>50,383</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>SEWER FUND ESTIMATED REVENUE</b>						
490-000-40100		Carryover	926,475		325,000	
490-000-65000		Mortgage/Contract/SAD/FF	85,400	350,339	375,000	300,000
490-000-66400		Interest on Investments	1,000	1,199	2,000	5,000
490-000-66600		Interest on Assessments	11,000		11,000	6,000
		<i>Interest Portion of Sewer Mortgage Payments</i>				
490-000-67900		Assessment Revenue	30,000		60,000	60,000
		<i>Capital Portion of Sanitary Sewer Mortgage Payments</i>				
490-000-68000		Benefit Fees	220,000	413,286	340,000	220,000
490-000-68500		Surcharge	30,000	23,378	29,000	293,368
		<i>2% Surcharge plus debt service (new = 20%)</i>				
490-000-69600		Miscellaneous Revenue	360,000	194,772	320,000	26,000
		<i>SAW Grant Revenue</i>				
490-000-69900		Transfer In	269,000	250,000	250,000	250,000
<b>TOTAL SEWER FUND ESTIMATED REVENUE</b>						<b>1,160,368</b>
<b>SEWER</b>						
490-000-70200		Salaries/Clerical	62,963	38,636	63,000	75,127
		<i>Public Works Director (50%)</i>				
		<i>Public Works Technical (50%)</i>				
		<i>Public Works Director (Succession 4th Qtr)</i>				
490-000-71500		Payroll Taxes - FICA	4,817	2,802	4,800	5,785
490-000-72200		Pension Plan	5,037	1,540	5,037	5,303
490-000-80800		Audit Fees	2,500	2,450	2,500	3,500
490-000-81000		Legal Fees	10,000	3,450	7,000	15,000
490-000-82000		Engineering Fees	24,000	15,495	24,000	16,000
490-000-82000.SANPH1		USDA Phase 1 Engineering Fees	3,975			
490-000-82000.SAWENG		SAW Grant Engineering Fees	158,000	85,843	140,000	26,000
490-000-82000.SAWSRV		SAW Grant Clean/VAC Field Services	248,000	81,375	100,000	
490-000-95800		Professional Fees	26,000	12,568	26,000	26,000
490-000-96200		Miscellaneous				
490-000-96300		Refunds to Developers				
490-000-96400		Construction Costs	20,000	3,710	10,000	20,000
		<i>Miscellaneous Infrastructure Repairs &amp; Improvements</i>				
490-000-96400.BTRSAN		BTR 2.0 San Sewer Construction Costs	144,000		144,000	
490-000-96400.N10THS		Construction Costs				
490-000-96400.WWKLAV		Construction Costs				
490-000-96400.WWMAIN		Construction Costs				
490-000-96580		Transfer to USDA Sewer Phase 1	163,900	163,900	163,900	
490-000-96590		Transfer to USDA Sewer Phase 2	929,400	929,400	929,400	817,000

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
490-000-99600		Debt Service	130,058			130,000
<b>TOTAL SEWER FUND ESTIMATED APPROPRIATIONS</b>						<b>1,139,715</b>



GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>WATER FUND ESTIMATED REVENUE</b>						
491-000-40100		Carryover	351,675			150,000
491-000-65000		Mortgage/Contract/SAD/FF	24,000	2,123	2,123	18,000
491-000-66400		Interest on Investments	4,000	6,196	10,000	28,000
491-000-66600		Interest on Assessments				
491-000-67900		Assessment Revenue				
491-000-68000		Benefit Fees	58,000	94,201	140,000	60,000
491-000-68100		Curb Box Fees	30,000	12,240	30,000	
491-000-68500		Surcharge	74,000	63,884	74,000	75,000
491-000-69000		Water Extension				
<b>TOTAL WATER FUND ESTIMATED REVENUE</b>						<b>331,000</b>
<b>WATER</b>						
491-000-70200		Salaries/Clerical	27,514	4,723	27,514	10,328
		<i>Public Works Technical 1 FTE (20%)</i>				
		<i>Public Works Director (10%)</i>				
491-000-71500		Payroll Taxes - FICA	1,340	361	1,340	714
491-000-72200		Pension Plan	1,401	187	1,401	685
491-000-75700		Tools & Supplies	1,700		850	
491-000-80800		Audit Fees	2,500	1,950	2,500	2,500
491-000-82000		Engineering Fees	4,000	707	4,000	36,800
	2,000	<i>Misc</i>				
	25,000	<i>South 11th St</i>				
	9,800	<i>Frie &amp; Gibbs Plat</i>				
491-000-82000.WM7TO8		Engineering Fees	1,400	1,400	1,400	
491-000-82600		Legal Fees	10,000	45	1,000	1,000
491-000-87000		Mileage	1,200			
491-000-95800		Professional Fees	26,520	12,953	20,000	26,000
		<i>KRWWC membership and consulting fees et al</i>				
491-000-96200		Miscellaneous	4,100	30	30	1,000
		<i>Fire Hydrant Inspection and Maintenance</i>				1,000
491-000-96300		Refunds to Developer	35,000			
491-000-96400		Construction Costs	20,000	2,980	20,000	20,000
		<i>Miscellaneous Infrastructure Repairs &amp; Improvements</i>				
491-000-96400.BTRWTR		BTR 2.0 Water Ext Construction Costs	146,000		146,000	
491-000-96400.WM7TO8		Construction Water Main 7th to 8th	217,000			217,000
491-000-96400.WTRKLA		Construction Costs				
491-000-96600		Curb Box Installations	42,000	8,409	9,000	
<b>TOTAL WATER FUND ESTIMATED APPROPRIATIONS</b>						<b>316,027</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>USDA SEWER PHASE 1 ESTIMATED REVENUE</b>						
492-000-67800		Transfer from Sewer	163,900	163,900	163,900	
492-000-68200		Debt Proceeds	8,308,000			7,355,215
<b>TOTAL USDA SEWER PHASE 1 ESTIMATED REVENUE</b>						<b>7,355,215</b>
<b>USDA SEWER PHASE 1</b>						
492-000-80800		Audit Fees	3,500		1,500	3,500
492-000-82000		Engineering Fees	457,600	22,661	50,000	400,000
492-000-82600		Legal Fees	20,000	6,158	3,000	40,000
	20,000	<i>Bond Counsel</i>				
	20,000	<i>Legal Counsel</i>				
492-000-96400		Construction Costs	6,563,800	16,997	25,000	6,582,800
	2,052,900	<i>A-Skyridge Area</i>				
	1,550,200	<i>A-West Main Sewer &amp; 7th St Pump Station</i>				
	463,400	<i>B-Beech Street (Allenwood Plat)</i>				
	1,093,700	<i>B-Fairlane Plat</i>				
	296,500	<i>B-Meridian &amp; Sunset Street (Pioneer Acres Plat)</i>				
	1,126,100	<i>B-Whitegate Farms Plat</i>				
492-000-96500		Transfer to Sewer	19,000			
492-000-99600		Debt Service				328,915
	297,315	<i>Debt Service (USDA Phase 1)</i>				
	31,600	<i>Debt Reserve (USDA)</i>				
<b>TOTAL USDA SEWER PHASE 1 ESTIMATED APPROPRIATIONS</b>						<b>7,355,215</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>USDA SEWER PHASE 2 ESTIMATED REVENUE</b>						
493-000-67800		Transfer from Sewer	929,400	929,400	929,400	817,000
<b>TOTAL USDA SEWER PHASE 2 ESTIMATED REVENUE</b>						<b>817,000</b>
<b>USDA SEWER PHASE 2</b>						
493-000-82000		Engineering Fees	909,400	404,754	610,000	650,000
		<i>Country Club Plat, Engineering Design</i>				
		<i>West port and Meadowbrook Plat, Engineering Design</i>				
		<i>11th Street Sanitary, Parkview to N Ave, Engineering Design</i>				
		<i>Frie and Gibbs Plat Sewer and Pump Station, Engineering Design</i>				
		<i>KL Ave Sewer, Autumns Way Blvd to 8th St</i>				
493-000-82100		Professional Fees				51,000
493-000-82600		Legal Fees	20,000		15,000	105,000
	30,000	<i>Bond Council; Special Council</i>				
	75,000	<i>Municipal Advisor</i>				
493-000-96400		Construction Costs				11,000
		<i>Land Acqusion for Pump Station</i>				
<b>TOTAL USDA SEWER PHASE 2 ESTIMATED APPROPRIATIONS</b>						<b>817,000</b>

GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
<b>REITREE MEDICAL TRUST ESTIMATED REVENUE</b>						
736-001-40100		Carryover	13,000			7,000
736-001-66500		Interest	5,000	21,096	21,096	6,500
<b>TOTAL RETIREE MEDICAL TRUST ESTIMATED REVENUE</b>						<b>13,500</b>
<b>RETIREE MEDICAL TRUST</b>						
736-234-72500		Insurance Premiums	18,000	6,057	18,000	13,500
		<i>Retiree Grandfathered Group - 3 @\$4,500 each</i>				
<b>TOTAL RETIREE MEDICAL TRUST ESTIMATED APPROPRIATIONS</b>						<b>13,500</b>



GL NUMBER	FOOTNOTE AMOUNT	DESCRIPTION	2019 AMENDED BUDGET	2019 ACTIVITY THRU 9.30.2019	2019 PROJECTED ACTIVITY	2020 REQUESTED BUDGET
		ESTIMATED REVENUES - ALL FUNDS				22,180,108
		APPROPRIATIONS - ALL FUNDS				21,377,324

CHARTER TOWNSHIP OF OSHTEMO  
KALAMAZOO COUNTY, MICHIGAN

**Resolutions Regarding Township Officers' and  
Township Trustees' Compensation - 2020**

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 2020 for its Officers.

IT IS HEREBY RESOLVED that effective January 1, 2020, 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, 2020, 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, 2020, 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, 2020, 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 12, 2019, 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