



GRAND BLANC

TOWNSHIP

ESTABLISHED 1833

Proposed 2019 General Fund Budget

September 1, 2018

CHARTER TOWNSHIP OF GRAND BLANC

5371 South Saginaw Street P.O. Box 1833 Grand Blanc, MI 48480-0057
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August 30, 2018

To the Township Board of Trustees,

You have received electronic copies of the Superintendents preliminary 2019 recommended balanced General Fund and Special Revenue Funds budget for Board consideration from Finance Director Cathy Szostak, sent to the Board by September 1st to comply with the requirements of the Uniform Budgeting and Accounting Act, Public Act 2 of 1968, as amended. The Township Board is to receive the itemized budget no later than 120 days prior to the commencement of the fiscal year.

By statute, if a township operates on a calendar year budget cycle, a public hearing on the proposed budget shall be held not later than December 15th; and, the township board must then adopt by resolution a budget, an appropriation of money needed for township purposes, and a levy of the amount necessary to be raised by taxes for the municipal purposes of the township not later than December 31st in the year preceding the calendar year covered by the budget.

The Charter Township of Grand Blanc adopts a budget each year which reflects the Townships goals and commitment to provide critical services to our community, including: police and fire protection, code enforcement, recreational opportunities for all residents, building and planning services to encourage economic development, elections, treasury and tax assessing. The Township Board has provided direction to administration to focus on nurturing economic development opportunities, maintaining service levels to residents, and increasing funding to Pension and OPEB liabilities.

This July department heads were given their preliminary budget packets to complete in preparation for meetings held with the Superintendent and Finance Director to finalize requests to accomplish departmental goals for 2019. The results are included in the FY2019 Budget documents you have been provided, with the column(s) for department request and managers requested budget. Every effort was made to accommodate departmental requests where feasible, but our revenue dictates what can be accomplished in any given year.

You will receive a full FY 2019 Budget Packet in hard copy at the September 11, 2018 Board meeting. This packet will include budget request narratives from Department Heads describing in detail their requests for the year for any new or additional funding, a copy of the Board adopted fee schedule with any proposed changes, a copy of the Capital Improvement Plan for years 2019-2024, and information detailing personnel by department. The full hard copy will provide the additional information to help you make informed decisions as we work through this process. You will have a month to prepare before we start formal budget discussions, and we will be happy to answer questions along the way to provide clarification.

The Township continues to rebound from the devastating revenue shortfalls brought on by the severe and lingering economic recession, and we are able to project a slight increase in anticipated revenue from Real Property Tax again this year. This is due to the continued growth in the community from both the commercial and residential sectors. Our 2018 State Equalized



Scott Bennett, *Supervisor*

Cathy Lane, *Clerk* Earl R. Guzak, *Treasurer*

Trustees: Joe Massey Ken Thomas Al Mansour Lonnie Adkins
Dennis Limmatta, *Township Superintendent*

Value is \$1,509,717,100 equating to a 4.15% increase over prior year, and our Taxable Value is \$1,276,479,315 for a 5.09% increase over prior year. This continues the growth of our taxable value for the fifth consecutive year yet we remain at approximately 87% of where we were in 2007 before the recession.

In spite of the fact that we have lost over \$8 Million in State Revenue Sharing payments since 2003, and the continued loss of revenue from legislative tax cuts coming from Lansing from personal property tax reform and veteran's exemptions, we have continued to provide premier services to our community. We have also been responsive to addressing our unfunded liabilities (UAL) from Police Pension and Retiree Healthcare, putting in place several measures that will decrease our future liability. These include reformed investment strategies to increase the rate of return, General Fund balance in excess of the Board mandated 12-15% of expenditures dedicated to paying down UAL for Pension & OPEB, negotiated union agreements that include retiree participation in healthcare premium contribution, and elimination of retiree healthcare for new hires (replaced with a health savings arrangement without future liability). We look forward to receiving an updated Actuarial Valuation Report for OPEB in the next couple months that will showcase the results of these actions in reducing our unfunded liability.

REVENUES & EXPENDITURES

The General Fund budget includes proposed revenues and expenditures of \$15,433,131. The December 31, 2017 unassigned General Fund balance was \$3,119,122 or 21% of 2017 General Fund Expenses, which exceeds the Charter Townships fund balance policy recommendation of 12-15%. This will allow the Township to make an additional contribution to OPEB unfunded liabilities of \$1 million, fulfilling the Boards goal of aggressively funding unfunded liabilities.

GENERAL OFFICE

We have budgeted for the addition of a full time Computer Systems Administrator this year due to the increased reliance on technology in the DPW, Police, Building, Assessing and general office operations. This includes assisting in our ability to become a Development Ready Community, a multi-departmental initiative that will streamline development projects review and approvals through electronic plan submissions. I increased legal services slightly in anticipation of negotiating new labor agreements with the Police Department represented employees.

POLICE DEPARTMENT

The voter approved millage to support Police operations in the Township is expected to be \$1.08Million for FY 2019, and added to other revenues provide a total revenue of \$1,466,975 for Police operations, that are combined with an appropriation from the General Fund to cover expenditures of \$7,527,371. This does not include the .7 mills the Township Board has dedicated to the Municipal Campus Project Fund from operating millage to pay the bond principal and interest on the Police Department Building, this year expected to be \$696,750. Dedicating the .7 mills generates more than is required for the bond payments, and the Board may want to consider utilizing the additional funds to be put towards additional contributions to unfunded actuarial accrued liabilities. This year revenues from dedicating .7 mills exceeds expenditures in the municipal campus fund by \$229,585 and will be allocated to a fund balance that currently already exceeds \$2.6 Million.

Chief Wiles had requested the hiring of 3 additional officers again this year to prepare for the eventual retirement of as many as thirteen (13) officers over the next six (6) years. While that is definitely a concern that must be addressed to prevent having recruiting issues and inexperienced officers making up too much of the patrol force, I did not approve the additional officers for 2019. This was done after a review of probable retirement dates and allows us to provide excellent law enforcement services to the community while strategically planning for future

needs. The request for changes to the command structure last year allowed us to increase one Lieutenant position. The staffing level will be as follows: 1 Police Chief, 1 Captain, 2 Lieutenants, 6 sergeants, 3 Detectives, 30 Patrol Officers, 1 Administrative Assistant, 1 Evidence Technician, 5 full time and several part time Dispatchers. Grand Blanc Township Police Department continues to be a regionally respected law enforcement organization and we will continue to be vigilant in our efforts to provide excellent service to our community.

THE FIRE DEPARTMENT

The voter approved millage for Fire Services is expected to bring in \$1,280,620, with an anticipated additional \$640,310 contribution from the General Fund. We have initiated a cost allocation study in order to provide a much clearer picture of actual costs to provide these critical services to the community, so they may be more effectively allocated to the benefited parties. The City of Grand Blanc has placed a 1 mill request to their voters on the November ballot. The Township currently funds approximately 86% of total expenses for Fire Protection of the joint operation, and that will be reviewed based upon the results of the study. The good news is that with Township voter support, we will be able to address the serious capital funding shortfall that previously existed, and continue to provide premier fire protection and prevention services. The Township will need to determine and address the ongoing operating agreement with the City before January 2019, as the funding structure has changed with the new millage rate. The cost allocation study results should help the Board frame the new agreement effectively.

CAPITAL IMPROVEMENT PLANNING

The 2016 budget year was the first year we implemented the CIP into the annual budget process, and we continue to evolve our procedures. Each Department Head was asked to provide the projection for capital needs for the next 5-7 years, and provide a rating scale to determine the priority of the request. We also look at the average annual replacement costs for ongoing purchases to determine our level of funding ability in the future. This planning gives us the ability to understand how well we are doing to properly plan to meet our obligations from a capital standpoint to avoid the peaks and valleys of unplanned critical needs expenditures on the budget. We are in an excellent financial position with a 2017 year-end balance of \$2.1 Million providing us the ability to fund our anticipated capital needs for the next several years, protecting against any economic downturn.

OPEB

We are able to recommend an appropriation of \$381,223 towards retiree healthcare liability above and beyond meeting the current premiums. We have made great progress in addressing the unfunded actuarial liability(UAL) for OPEB, through collective bargaining negotiation, revised investment strategy, and appropriation of excess General Fund balance including a projected \$1Million in 2018. Due to GASB changes, we waited to perform an actuarial study until 2018 to fully measure the progress made through December 31, 2017, and the Board will receive the study anticipated in October 2018. It is our belief that the changes enacted and the Boards focus on providing additional funding each year have made serious gains in our funding level, but we must remain vigilant in continuing to aggressively reduce the Townships financial exposure from UAL. Administration has made changes to some plans for retiree healthcare that resulted in savings of over \$100,000 annually, and we are currently working on additional proposals for the over 65 supplemental healthcare policies that may result in an additional savings of \$120,000 per year with no change to medical or prescription plan coverages for our valued retirees through an alternative provider.

We were notified in July by the State Department of Treasury of the preliminary review of underfunded status pursuant to Public Act 202 of 2017 for our Post-Employment Health Benefits

Plan. This was anticipated, and we prepared a request for waiver of the underfunded status as required, based upon the changes to the system previously enacted, the creation of a new retiree healthcare investment policy, and the increased funding provided annually. Unfortunately, we did not have the results of the OPEB Actuarial Study to supply with our application. We will be notified sometime in the next couple of months and if denied we will be required to provide a Corrective Action Plan to the Municipal Stability Board for review and approval.

TOWNSHIP FEE SCHEDULE

As our annual budget is predicated on adoption of the schedule of fees and rates charged to support cost recovery of our various operations, please review the attached schedule for approval. We did require minor changes to the fee schedule for FY2019 to support ongoing operations in sign permit fees and water usage charges.

PUBLIC SERVICES EXPENSE

For 2019 we are recommending continuation of the snow plowing program with a slight increase as we saw a rough winter this year that exceeded multi-year averages in expenses. We will also recommend we continue the road chloriding program with three applications for the year versus the two we had done in prior years. I have asked for an increase to the Parks and Recreation contribution and have confirmed the City will also increase at the 60/40 funding ratio. Other areas for Board consideration in this cost center include possibly increasing the McFarlen Library contribution amount to assist with some deferred maintenance items, and the creation of a Township Revolving Fund for the Concord Green SAD project versus bonding. In addition, we have heard the Road Commission may consider increasing the 50/50 local road allocation and the Board will need to consider if that occurs the amount we are willing to participate.

PLANNING & BUILDING

With the hiring of the new Director in January this year we combined Planning and Building operations under one manager to streamline operational processes. However, starting with 2019 we are moving the Building Department into a Special Revenue Fund budget at the advice of our auditors to better account for revenues and expenses of the department. This will not have any effect on the operational decision to have both department's report to one manager. The Planning Department will be embarking on the Township Master Plan update and we have budgeted accordingly. They have also requested a capital projects fund expenditure of \$10,000 to complete the Perry Farmstead improvements as recommended in the Perry Farmstead strategic plan from the Historic District Commission.

DPW

The Board will receive the DPW annual budget under separate cover. The water rates will be adjusted up slightly to reflect current needs for operations and capital expenditures. The Township has not instituted a rate increase other than to pass through increased costs from the County in several years. The change to the KWA completed this year will provide the Township with clean stable water and more control over future rates than staying with the GLWA as the KWA system has just been completed with brand new infrastructure. The DPW is planning several projects for 2019 including the extension of sewer in District 8 for the planned Dort Highway Extension, and several water main looping projects, in addition to any work we do on the newly purchased Dort Highway property as part of the DPW future expansion.

The staffing levels are remaining stable for the foreseeable future. Director Sears has made some internal moves to improve work flow and customer service with great results. We will continue to plan for the use of part time seasonal summer labor that provides the ability to perform routine

maintenance while our more knowledgeable and higher paid service technicians focus on more complex projects throughout the Township.

CONCLUSION

After another very busy year in the Township, we continue to face the challenges of providing premier services with limited revenue growth. I believe the proposed 2019 budget will allow us to accomplish our goals of delivering excellent customer service to our taxpayers and visitors alike. Some areas of opportunity remain like adequate street and road funding, attracting additional commercial growth, expansion of recreational opportunities, and maintaining revenue from taxable values and state revenue sharing. The Township staff remains as one of our biggest assets, and they have shown that through their willingness to address unfunded liabilities through the bargaining process, as well as the excellent customer service they deliver every day. We truly have a exceptional group of professionals that take pride in delivering good government services to our taxpayers, and the community as a whole.

The Township is in the process of forming a DDA to assist in economic development efforts in the area that has the greatest potential for commercial expansion, and we look forward to working with the DDA Board in 2019 and beyond to help drive needed development while expanding our tax base. The future is bright in Grand Blanc Township, and we remain a community on the move! Please let me know if I can provide you with any additional information to assist you in making decisions during this process.

GRAND BLANC TOWNSHIP

General Fund - 2019 Proposed Budget

Summary of Revenues and Expenditures by Department

Dept #	Department	2016 Activity	2017 Activity	2018 Amended Budget	2019 Proposed Budget
Revenues					
000	Revenue - General	13,187,256	13,412,202	13,547,434	13,966,156
030	Revenue - Police	1,402,315	1,425,134	1,390,820	1,466,975
Total Operating Revenue		14,589,571	14,837,336	14,938,254	15,433,131
Expenditures					
101	Legislative Board	192,507	220,246	227,939	228,573
103	Finance	484,473	432,713	514,516	494,808
172	Township Superintendent	192,496	315,818	370,326	400,851
192	Elections	73,056	15,201	80,190	63,860
209	Assessing	433,579	461,285	508,365	520,028
210	Legal/Attorney	101,559	89,615	126,000	136,000
215	Clerk	222,507	166,795	198,926	204,547
228	GIS / IT	375,272	391,540	443,926	534,330
253	Treasurer	372,755	386,083	372,271	387,724
265	Twp. Buildings & Grounds	129,572	125,144	137,500	142,000
290	Public Services	1,279,151	1,790,052	1,539,409	1,393,654
300	Police	6,952,708	7,229,325	7,270,236	7,527,371
340	Fire Commission	526,300	582,500	608,250	640,310
380	Buildings & Inspections	451,040	482,436	590,363	**
721	Planning & Zoning	154,986	154,731	222,177	192,797
966	Appropriations Transfers	2,259,399	2,488,422	1,727,860	2,566,278
Total Operating Expenditures		14,201,360	15,331,906	14,938,254	15,433,131
Revenue Over (Under) Expenditures		388,211	(494,570)	0	0

**Building & Inspections has been moved to Special Revenue Fund 249.

BUDGET REPORT FOR GRAND BLANC TOWNSHIP

Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
ESTIMATED REVENUES									
Dept 000 - Unclassified									
101-000-403.000	Current Real Property Tax	4,720,534	4,879,086	5,004,228	5,192,760	3,158,686	5,222,974	5,440,100	5,440,100
	Township Operating Millage on Winter 2018 is 4.5143 mills of which 0.7 mil is dedicated to the police building bond.								
101-000-404.340	Fire Authority Tax Millage -DueTo	566,826	573,973	584,408	608,250		609,113	1,280,620	1,280,620
	Voter approved property tax millage of 1.0 mil.								
101-000-408.010	Revenue - Holly Spring Rd S/A(201	75,931	48,819	36,244	54,000	19,405	54,000	54,000	54,000
101-000-408.012	Revenue - Water Edge Rd S/A(2012	76,587	31,022	26,674	36,000	16,097	36,000	36,000	36,000
101-000-408.013	Revenue -Braemoor Roads S/A(2013	149,843	103,347	84,700	77,000	46,667	77,000	77,000	77,000
101-000-408.015	Revenue - Sandalwood S/A (2015	27,096	30,986	22,910	16,000	10,075	16,000	15,000	15,000
101-000-408.017	Revenue - Concord Green S/A			48,883	110,000	31,577		70,000	70,000
101-000-408.100	S/A-Street Lights	262,912	262,153	244,690	260,000	127,400	243,773	245,000	245,000
	Special Assessment for Street Lights (each district)								
101-000-408.501	S/A-(TAX)Mowing,Demo, CleanUp, De	8,471	10,418	7,294	10,000	5,673	6,500	7,000	7,000
	Special Assessments- Delinquent mowing, demolition, clean-up, etc.								
101-000-408.600	Tax - Mosquito Control	189,273	195,955	196,051	206,850	130,359	206,975	206,180	206,180
	Voter approved property tax millage for mosquito control of 0.161 mil.								
101-000-410.000	Current Personal Property Taxes	384,329	347,657	298,195	338,870	321,084	321,085	317,110	317,110
	Personal property tax for the current year.								
101-000-412.100	Personal Property Reimbursement		307,768	86,167	100,000		80,000	80,000	80,000
	Reimbursement from State for lost PPT.								
101-000-420.000	Delq Personal Prop Tax	6,167	23,636	18,471	6,000	3,382	6,000	6,000	6,000
	Delinquent personal property tax payments. Grand Blanc Township is responsible for the collection of delinquent PPT up to seven years.								
101-000-437.000	IFT Indust Facitlites Tax	37,858	38,915	23,906	21,600	22,188	22,200	23,885	23,885
	Property taxes collected from manufacturers awarded an industrial facilities exemption.								
101-000-445.000	Interest/Delq Tax Collect	2,603	9,305	1,683	3,000	4,975	5,000	3,500	3,500
	1% late fee added per month (4% Delinquent Fee charged 1st month delinquent) on delinquent tax payments.								
101-000-447.000	Current Tax/Administr Fee	449,494	494,656	521,289	503,450	168,924	529,625	545,000	545,000
	1% Admin Fee on total tax bill for collection of taxes (summer and winter).								
101-000-460.000	Cable Franchise Revenue	656,100	670,335	658,570	660,000	315,863	635,000	635,000	635,000
	Received from Comcast Cable and Michigan Bell for cable franchise fees.								
101-000-476.000	Non Business License/Perm	12,534	8,893	7,160	9,000	6,530	8,000	8,000	8,000
	Peddler Permits, Application Land Division, IFT Exempt, Liquor License								
101-000-487.000	Trailer Park Fees \$3/monthly	3,642	3,363	3,733	3,600	2,017	3,600	3,600	3,600
	GBT receives \$0.50 per occupied mobile home/month, remainder goes to the Genessee County.								
101-000-490.000	Building Permits	552,978	634,550	381,098	399,840	333,695	365,000		
	Fees paid for building permits								
101-000-490.500	FOIA-Building Dept. Revenue	297	197	280	400	158	400		
	Fees received from Freedom of Information Act requests within the Building Dept								
101-000-492.000	Contractors Licenses	3,930	3,826	4,695	4,000	2,505	4,000		
	Registration fees that Contractors pay to register their state license with the Township. This fee is \$15 per license held, and must be registered each time the state license is renewed.								
101-000-494.000	Electrical Inspections	140,573	107,500	138,966	102,000	64,981	100,000		
	Fee paid for electrical permits.								
101-000-495.000	Mechanical Inspections	206,109	173,072	189,268	160,000	109,970	160,000		
	Fee paid for mechanical permits.								
101-000-496.000	Plumbing Inspections	133,303	99,681	96,063	98,000	57,800	78,000		
	Fee paid for plumbing permits.								
101-000-497.000	Fire Prevention Inspections	3,264	2,295	4,325	4,000	1,374	4,000	4,000	4,000
	Fee for Fire Inspections of Existing Business starting @ \$100.								
101-000-497.100	Fire Prevention Plan Review	1,674	752	1,806	2,500	875	1,500	1,500	1,500
	Review of blue prints for Fire code compliance.								
101-000-498.000	BBA - Building Board of Appeals		400		400		400		
101-000-500.000	Construction Plan Review	47,369	80,475	26,971	43,000	43,982	62,000		
	Review of blue prints for Building code compliance								
101-000-539.000	State Grant - State of Michigan			7,000					
101-000-574.000	State Revenue Sharing~Constitutio	2,818,354	2,891,450	3,102,566	3,038,249	1,507,518	3,098,069	3,180,042	3,180,042

BUDGET REPORT FOR GRAND BLANC TOWNSHIP
 Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
ESTIMATED REVENUES									
Dept 000 - Unclassified									
In accordance with the State Constitution of 1963, Article IX, Section 10, as amended, constitutional revenue sharing payments are based on 15% of the 4% portion of Michigan's 6% sales tax collections.									
101-000-574.111	State Revenue Sharing - Other	99,268	99,268	114,496	129,724	64,864	129,724	129,636	129,636
City, Village, and Township Revenue Sharing (CVTRS) -Each eligible local unit must meet all of the requirements of 2017 PA 107, section 952(3) in order to receive the full CVTRS payments									
101-000-612.000	BZA-Board Zoning Appeals	6,738	14,750	8,425	7,000	6,663	9,000	9,000	9,000
Application Fees.									
101-000-613.000	Planning & Zoning Fees	7,940	17,582	70,751	15,000	6,379	10,000	15,000	15,000
101-000-613.050	Planning & Zoning Meeting Fees					1,625			
101-000-613.100	Fence Permit Income			100		2,600			
101-000-613.200	Sign & Temp Sign Permit Income			564		838			
101-000-613.300	Shed Permit Income					1,300			
101-000-614.000	Site Plan Review	8,345	5,632	9,850	7,000	16,636	10,000	10,000	10,000
101-000-614.500	Special Land Use					1,625	5,000	5,000	5,000
101-000-614.800	Engineering Review Fee					9,190	7,500	7,500	7,500
101-000-615.000	Tree Removal Fee Permit Income	46,703		25,600					
101-000-640.000	Revenue= Secure,CleanUp,Demo Stru					1,000	2,000		
101-000-641.000	Weed Control	2,635	4,608	7,662	6,000	4,677	5,000		
Fee for services provided for mowing and weed control.									
101-000-645.000	Printed Materials	1,186	1,290	1,928	1,200	1,541	1,500	1,500	1,500
Fee charged for copy of township documents.									
101-000-645.592	G I S / Printed Material		48		50	65	50	50	50
Sale of copies of maps.									
101-000-667.000	Rental Income(DPW Facilities Rent	145,000	145,000	253,420	253,420		253,420	253,420	253,420
DPW Fund Pays General Fund for Space Used by DPW in Gov't Building.									
101-000-667.200	Rental-Wireless Antenna Lease	42,054	42,653	43,270	43,060	29,126	43,680	43,680	43,680
T Mobile & Verizon - Cell Tower Rental Fees									
101-000-669.000	Interest On Checking & Savings	241	183	3,503	250	119	250	250	250
Interest Earned on Bank Checking or Savings Accounts.									
101-000-670.000	Interest On Investments - CD's		6,260	28,618	3,000	24,580	30,000	25,000	25,000
Interest Earned on CD Type of Investments.									
101-000-670.100	Interest/Money Market	23,640	26,649	33,804	29,000	53,652	95,000	60,000	60,000
Interest Earned on Money Market Type of Investments.									
101-000-670.703	Interest from Tax Fund	426		527	500	475	500	500	500
All Interest Earned by Tax Collection Fund is transferred to the General Fund.									
101-000-671.010	Interest-Holly Spring Rd S/A(2010	102	280	24	100	33	100	100	100
101-000-671.012	Interest-Water Edge Rd S/A(2012 B	485	161	56	100	45	100	100	100
101-000-671.013	Interest-Braemoor Roads S/A(2013	179	555	280	250	104	150	150	150
101-000-671.015	Interest- Sandalwood S/A (2015 B	9	173	89	100	29	100	100	100
101-000-673.000	Sale Fix Assets..Gain Revenue	9,763		2,093	3,000		3,000	3,000	3,000
Revenue from the Sale of Fixed Assets (General Government).									
101-000-676.215	Elections Reimbursements	57,045	26,630	7,646		22,965			
This represents a % of the cost of election (Election Workers, Clerical, Supplies) from school district for election reimbursed to the Township.									
101-000-677.000	Employee CoPay-% Health Insurance	120,488	149,003	176,576	201,500	138,156	199,450	220,000	220,000
101-000-686.000	Cashier Reimburesment from DPW	75,000	75,000						
101-000-686.103	Administrative Reimbursement DPW		256,234	468,228	471,996	471,996	471,996	501,510	501,510
Reimbursement for services provided to DPW by Finance, Treasury, Clerk, Legislative, and Superintendent's departments.									
101-000-686.228	GIS Reimbursement from DPW	200,000	200,000	223,458	207,915	207,915	207,915	221,193	256,823
Reimbursement from DPW for IT/GIS services provided to DPW.									
101-000-686.249	Administrative Reimbursement-Bldg								91,300
Reimbursement from Building Department for administrative services provided by the General Fund.									
101-000-686.340	Reimbursement from Fire Commissio			26,775	26,000		26,000	26,000	26,000
For administrative services provided.									
101-000-687.000	Refunds~Rebates~LawSuit Settlemen		5,903	351	500	2,920	3,000	2,000	2,000
101-000-687.703	Collection- Admin Fees	50,868	54,277	54,513	60,000		54,500	54,500	54,500

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BUDGET REPORT FOR GRAND BLANC TOWNSHIP

Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
ESTIMATED REVENUES									
Dept 000 - Unclassified									
	Administrative fee paid by other taxing jurisdictions for collection of summer taxes.								
101-000-688.000	Insurance Refunds~Claims Settleme					3,933	4,000		
101-000-690.000	Revenue=Sale Waste Bags	4,116	3,234	3,192	4,000	2,289	3,500	3,500	3,500
	Sale of Plastic Trash Bags at \$21/box as a service to its citizens.								
101-000-692.000	Misc Revenue	6,115	11,898	18,109	8,000	4,127	8,000	8,000	8,000
101-000-697.015	Proceed SANDalwood Pav LongTerm D	149,000							
101-000-699.000	Transfer from Capital Projects		5,500						
Totals for dept 000 - Unclassified		12,595,397	13,187,256	13,412,202	13,547,434	7,595,227	13,540,649	13,839,226	13,966,156

BUDGET REPORT FOR GRAND BLANC TOWNSHIP

Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
ESTIMATED REVENUES									
Dept 030 - POLICE DEPT REVENUE*Gen Fund									
101-030-403.300	Police/Curr Real Prop Tax	941,301	971,341	1,003,654	1,046,000	631,205	1,042,860	1,087,700	1,087,700
	Police special voted millage of 0.9026 mil (with rollback).								
101-030-410.300	Police/Current Personal Property	72,620	69,239	59,625	60,000	64,200	64,200	63,000	63,000
	Police millage from Current Year Personal Property Tax								
101-030-412.300	Police - Delq. PPT- Tax	415	3,526	336	500	638	650	500	500
	Police Millage..Delinquent Personal Property Tax								
101-030-437.300	Police/I.F.T.	6,798	7,295	4,347	4,320	4,319	4,320	4,775	4,775
	Industrial Facilities Tax Exemption for Police Millage								
101-030-501.300	Police Federal Grant - U S Federa	2,678	5,574	5,115					
101-030-543.054	Police/Grant-Traffic Shared Grant	37,652	58,419	48,942	30,000	27,653	30,000	30,000	30,000
	Grants shared with other municipalities (City of Grand Blanc, City of Burton). Reimbursed Overtime Hours from State of Michigan. Office of Highway Safety Planning..Impaired Driving								
101-030-543.300	Police/Grants	1,413							
	Miscellaneous Police Grants								
101-030-543.400	FANG GRANT	48,521	53,020	48,895	50,000	32,542	45,000	45,000	45,000
	Flint Area Narcotics Grant - Multi Jurisdictional Drug Teams which investigate drug & criminal activity in Genesee County. One Officer dedicated to FANG-Reimbursed 50% of Salary & 50% of Fringe Benefits.								
101-030-543.500	HIDTA GRANT	7,153	9,806	9,558	7,000	5,802	7,000	7,000	7,000
	Grant from FANG for Overtime Hours devoted to "High Intensity Drug Trafficking Area"								
101-030-570.300	Police/Liquor License Fee	20,019	19,417	19,734	20,000	1,482	20,000	20,000	20,000
	55% of Liquor License Collected by State of Michigan from Grand Blanc Township establishments selling Liquor.								
101-030-577.300	State/Pol Training Grant	18,075	7,912	6,673	7,000	3,164	7,000	7,000	7,000
	From State of Michigan = Designated for Justice Training of Police Department (ie: Training Seminars for Police Personnel)								
101-030-577.977	Youth Alchohol Grant - State	5,597	7,850	5,937	7,500	1,524	7,500	7,500	7,500
	Grant from State of Michigan - State Police Highway Safety Grant. Designated Dates to Patrol for Youth Alcohol Related Crimes. Overtime Hours Plus 28% Benefits.								
101-030-577.978	DRE Grant Revenue					1,606	3,000	3,000	3,000
101-030-637.001	Salvage Vehicle Inspection Fees			400		800	1,000	1,000	1,000
101-030-646.300	Police/Sale Accident Rpts to Insu	12,174	5,989	6,950	7,000	2,784	7,000	7,000	7,000
	\$4.00 per Report for Copies of Police Accident Reports to Insurance Companies.								
101-030-660.300	POLICE/District Court-Fines/Ticke	71,903	107,229	93,999	85,000	69,958	95,000	95,000	95,000
	From Genesee County 67th Court ~ proceeds from Police Tickets, Witness Fees, Restitutions.								
101-030-661.300	Pol/Register SexOffenders & DNA T	360	400	520	500	420	500	500	500
	\$50 Fee for Registration of each Sex Offender (GBTwp retains \$20/each and \$30 if forwarded to State Police).								
101-030-673.300	Police/Sale Fixed Assets	2,174	2,539	7,523	1,000	5,948	6,000	1,000	1,000
	Proceeds / Gains from the sale of police assets.								
101-030-674.100	Private Contributions & Donations		2,271	725	1,000	355	500	1,000	1,000
101-030-674.300	Sale of LESO Equipment		6,674						
101-030-675.300	Police/Donations Received	7		1,000					
101-030-676.300	Police/Refunds Or Reimbur	1,031	713	3,108	1,000		1,000	1,000	1,000
	Police Miscellaneous Refunds (ie: Overpayments)								
101-030-676.333	Insurance Reimburse/Vehicle Damag	819	724	2,345	2,500	8,066	8,100	5,000	5,000
	Police Damaged Vehicle Claims Reimbursement after Deductibles.								
101-030-680.300	School Liaison Officer Reimbursem	60,000	60,000	60,000	60,000	60,000	60,000	60,000	75,000
	2 School Liaison Officers assigned to Grand Blanc Middle Schools during School Year per Agreement with Grand Blanc Schools.								
101-030-692.300	Police/Misc Revenue	1,493	2,377	35,748	500	3,354	3,339	5,000	5,000
	Unexpected revenue that cannot be logically applied to another revenue account.								
Totals for dept 030 - POLICE DEPT REVENUE*Gen Fund		1,312,203	1,402,315	1,425,134	1,390,820	925,820	1,413,969	1,451,975	1,466,975
TOTAL ESTIMATED REVENUES		13,907,600	14,589,571	14,837,336	14,938,254	8,521,047	14,954,618	15,291,201	15,433,131

BUDGET REPORT FOR GRAND BLANC TOWNSHIP

Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 101 - LEGISLATIVE BOARD EXPENSE									
101-101-703.000	Salaries Elected Official~Supervi	18,000	18,000	18,000	18,000	12,000	18,000	18,000	18,000
101-101-705.100	Trustees Salaries	22,811	22,811	22,811	22,811	15,069	22,811	22,811	22,811
Budget amount represents the salaries for the four elected Trustees. Each Trustee annual salary is \$5,702.75.									
101-101-705.600	Planning Commission Fees	7,360	9,680	7,600	9,600	3,280	9,600	9,600	9,600
Planning Commission members earn \$80 per meeting. Budgeted amount reflects eight members that attend twelve meetings per year.									
101-101-705.700	Board Of Appeals Fee	1,520	3,840	3,360	3,600	1,920	3,600	3,600	3,600
Zoning Board & Building Board of Appeals members earn \$80.00 per meeting. The Zoning Board of Appeals has four members, they have six meetings per year. The Building Board of Appeals has five members, and they have four meetings per year.									
101-101-707.000	Contingent Employees Wages	18,021	468						
101-101-715.000	Fica Taxes, Employer	4,198	3,398	3,013	3,349	1,849	3,349	3,349	3,349
The Township contributes 6.20% of the employee's wages.									
101-101-715.900	Medi Fica Tax, Employer	982	795	705	783	432	783	783	783
The Township contributes 1.45% of the employee's wages.									
101-101-716.000	Short & Long Term Disability Insu			141	172	96	172	127	127
Grand Blanc Township pays 100% of premiums for sick & accident insurance for full time employees.									
101-101-717.000	Medical Insurance			31,560	24,696	18,075	24,696	26,178	26,178
101-101-718.000	Dental Insurance			873	1,570	1,122	1,570	1,570	1,570
101-101-720.000	Life & AD & D Insurance			46	46	28	46	46	46
Grand Blanc Township pays 100% of premiums for Life and Accidental Death & Dismemberment Insurance for full time employees. These policies are calculated on base salary.									
101-101-724.000	Worker's Comp Insurance	108	117	87	162	66	162	659	659
101-101-740.000	Operating Supplies	613	141	1,981	3,000	348	1,500	2,400	2,400
Charges for supplies such as Trustee's Business Cards and Photography.									
101-101-830.000	Membership & Dues	17,134	17,049	19,834	20,000	16,786	20,000	20,000	20,000
Genesee Chamber Foundation contribution, Michigan Township Association Dues and memberships, Genesee County Metro Alliance, Genesee County Chamber Dues and Genesee County Chapter of MTA									
101-101-831.000	Publications/Legal Notice	10,414	15,181	11,499	15,000	5,477	15,000	12,000	12,000
Payment for publication of required legal notices.									
101-101-840.000	Media Expense		2,800	3,900	4,000	2,800	4,000	7,750	7,750
Recording of meetings \$4,000; Board subcommittee advertising expense \$3,750									
101-101-850.000	Telephone Communications Expense	3,197	3,351	3,791	3,350	1,927	3,350	3,400	3,400
This expense includes reimbursement of \$40 per month to Board members using their own personal electronic devices for Township Business.									
101-101-866.000	Gas,Oil,Wash,Tires,Etc Expense	1,442	1,444	111	1,800	900		400	400
101-101-868.000	Training (Seminar) Expense	1,578	466	3,190	5,000	2,202	5,000	4,000	4,000
This amount reflects training that the Legislative Board receives at the MTA conference, and training materials purchased from the MTA.									
101-101-910.000	Liability Insurance & Bonds Expen	94,334	89,945	87,222	90,000	74,185	90,000	90,000	90,000
This represents the Township's general fund liability insurance policy and deductibles. It also includes notary bond and fiduciary bonds on the Clerk and Treasurer.									
101-101-956.000	Misc. Expense	627	3,021	522	1,000	22	1,000	1,900	1,900
Miscellaneous, one-time purchases \$1,000; Task force meeting materials \$900.									
Totals for dept 101 - LEGISLATIVE BOARD EXPENSE		202,339	192,507	220,246	227,939	157,684	225,539	228,573	228,573



FINANCE DEPARTMENT
MEMORANDUM

TO: Dennis Liimatta, Superintendent
FROM: Cathy Szostak, Finance Director
DATE: August 9, 2018
RE: 2019 Finance Department Budget

The Finance Department Budget for 2019 totals \$494,808 which is a 3.8% decrease compared to last year's budget, or approximately \$20,000 less. Some of the highlights include:

Wages and Fringes:

This budget includes the costs of three positions – Finance Director, Senior Staff Accountant, and Staff Accountant. The personnel costs total \$314,035 or approximately 63.5% of the departmental budget.

Retiree healthcare of \$77,998 was budgeted to cover the OPEB costs of five retirees (and their beneficiaries) from the Finance Department. This is approximately a 6% reduction from last year.

Finance Operating Costs:

The operating costs directly related to the Finance Department total \$16,675. This includes the annual maintenance agreement with BS&A for the various modules of the financial system, memberships to professional organizations and training for Finance Department personnel, bank service charges, and miscellaneous supplies and equipment for the Finance Department.

Township-wide Operating Costs:

An additional \$86,100 is included in the Finance Department budget for Township-wide expenditures, which not only benefit the Finance Department but also benefit other departments within the Township, as well. These include office supplies for all administrative offices within the Township Hall (except the DPW Department and Police Department); postage for Township mailings; auditing fees; and payment of the copier leases.

For the 2019 budget, the Contractual Services line item dropped significantly. This is due to the fact that there was \$15,000 included within the 2018 budget for a cost of service study to be completed for the purpose of having an appropriate allocation of the General Fund costs. This will be completed this year and will not be needed again for several years. In addition, the 2018 budget included \$15,000 for an actuarial study for retiree health benefits (OPEB) to be performed, due to the additional reporting requirements associated with the implementation of GASB 75. Since the actuarial study is only required every two years, the Township will not need another until the 2020 fiscal year.

BUDGET REPORT FOR GRAND BLANC TOWNSHIP

Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 103 - FINANCE DEPARTMENT EXPENSE									
101-103-706.000	Salaries And Wages	122,663	235,994	194,478	196,176	128,478	197,955	205,495	205,495
101-103-707.000	Contingent Employees Wages			5,757					
101-103-710.000	Overtime wages	753	2,931	1,073	3,000	451	1,500	3,000	3,000
101-103-715.000	Fica Taxes, Employer	7,554	14,385	11,881	12,349	7,588	12,366	12,924	12,924
	The Township contributes 6.20% of the employee's wages.								
101-103-715.900	Medi Fica Tax, Employer	1,767	3,364	2,779	2,888	1,775	2,892	3,023	3,023
	The Township contributes 1.45% of the employee's wages.								
101-103-716.000	Short & Long Term Disability Insu	811	1,649	1,450	1,870	924	1,700	1,341	1,341
	Grand Blanc Township pays 100% of premiums for sick & accident insurance for full time employees.								
101-103-717.000	Medical Insurance	29,528	58,213	39,400	52,500	36,069	52,500	52,772	52,772
	Grand Blanc Township pays 100% of premiums for Medical Insurance premiums for qualified, full time employees. Per contract stipulations, each employee repays the Township a % of their premium. The Township's Medical Insurance policy includes Optical Coverage. Employees who opt out of the Township Medical Insurance Policy qualify for an "in lieu" payment and Optical Insurance.								
101-103-718.000	Dental Insurance	1,816	3,286	3,065	3,584	2,558	3,584	3,584	3,584
	Grand Blanc Township pays 100% of premiums for dental insurance for full time employees.								
101-103-719.000	Optical Insurance	58	126	102	95	71	95	117	117
	Employees that do not have Township Health Insurance have separate Optical Insurance premiums.								
101-103-720.000	Life & AD & D Insurance	246	502	442	424	260	450	381	381
	Grand Blanc Township pays 100% of premiums for Life and Accidental Death & Dismemberment Insurance for full time employees. These policies are calculated on base salary.								
101-103-721.000	Retiree Insurance~Medical~Dental~	42,369	54,508	66,611	83,049	56,883	80,050	77,998	77,998
	Grand Blanc Township pays 100% of premiums for retiree health insurance, including dental and optical. Retirees not on Flex Blue 3 receive a \$200 annual optical reimbursement. The Finance Department has five retirees.								
101-103-721.200	Retiree Health Care Savings Progr				3,250				
101-103-722.000	Pension Expense	10,896	25,812	25,599	25,792	15,501	25,792	31,193	31,193
	Grand Blanc Township contributes 15% of the base compensation for each full time employee to a Defined Contribution Pension Plan.								
101-103-724.000	Worker's Comp Insurance	278	562	339	589	257	592	205	205
101-103-727.000	Office Supplies	4,019	4,772	4,320	4,800	907	4,500	4,500	4,500
	This account represents the purchase of office supplies for the Finance Department and other offices within the Township. Purchases include file folders, envelopes, tax forms, all copier paper and other general supplies.								
101-103-727.100	Computer Supplies	1,190	230	1,447	3,000	224	3,000	3,000	3,000
	This account represents the purchase of items such as print cartridges, flash drives, memory upgrades, power supplies, network system software and other computer supplies.								
101-103-740.000	Operating Supplies	24,462	23,834	13,549	24,000	12,087	24,000	24,000	24,000
	Charges for supplies that are not specifically assigned as office supplies such as postage (for entire township). P O Box rental, UPS service, Presort permit, letterhead, envelopes, time off slips, purchase order forms etc. for Township.								
101-103-787.000	Furniture & Equip~Under \$2,500			212	800	19	800	800	800
101-103-800.000	Bank Service Charge	891	740	3,904	1,000	10	1,000	1,000	1,000
101-103-802.000	Auditing Fees	37,495	38,310	39,460	42,000	40,625	40,625	44,000	44,000
	P.A. 2 of 1968 requires that the Township conduct an annual audit. This Account represents all expenses associated with the audit of all funds except DPW.								
101-103-818.000	Contractual Services	6,852	3,746	1,301	35,000	1,275	35,000	7,000	7,000
	Charges for external services such as OPEB actuarial valuations every two years, maintenance agreements, Pitney Bowes mail machine, and other misc. services.								
101-103-818.100	Computer Contractual Serv	8,411	6,777	5,128	9,500	5,372	9,500	9,500	9,500
	Annual maintenance agreement with BS&A for the Finance related accounting modules [General Ledger/Budgeting, Cash Receipting, Misc Receivables, Accts Payable, Purchase Orders, Fixed Assets, Special Assessments].								
101-103-818.300	Copier Lease Expense	6,076	3,303	2,828	3,600	1,585	3,600	3,600	3,600
	Copier Lease payments.								
101-103-830.000	Membership & Dues	390	410	564	750	696	750	875	875
	Annual membership for Government Finance Officers Association, Michigan Governmental Finance Officers Association and Mapers								
101-103-850.000	Telephone Communications Expense	356	(40)						
101-103-866.000	Gas,Oil,Wash,Tires,Etc Expense	334	(110)	(318)		(342)			
101-103-868.000	Training (Seminar) Expense	1,384	1,169	2,243	4,500	325	3,800	4,500	4,500
	This represents training for full time employees in the finance department.								
101-103-868.100	Computer Training Expense			2,301					
101-103-959.000	Tuition Reimbursement Expense	635							

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BUDGET REPORT FOR GRAND BLANC TOWNSHIP
 Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 THRU 08/31/18 ACTIVITY	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 103 - FINANCE DEPARTMENT EXPENSE									
101-103-980.000	Office Equipment & Furniture			2,798					
Totals for dept 103 - FINANCE DEPARTMENT EXPENSE		311,234	484,473	432,713	514,516	313,598	506,051	494,808	494,808

Grand Blanc Township
Finance Department
Personnel Summary (Budgeted Number of Positions)

<u>Position/Title</u>	<u>Approved Budget 2017</u>	<u>Approved Budget 2018</u>	<u>Proposed Budget 2019</u>
Finance Director	1.0	1.0	1.0
Senior Staff Accountant	1.0	1.0	1.0
Staff Accountant	1.0	1.0	1.0
Total	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>

BUDGET REPORT FOR GRAND BLANC TOWNSHIP
 Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 172 - TWP SUPERINTENDENT									
101-172-702.000	Salary~Twp Manager~Appointed	24,701	111,115	125,261	138,000	90,231	140,760	142,140	150,000
	Superintendent Salary								
101-172-706.000	Salaries And Wages		35,964	84,732	85,717	58,959	91,161	94,457	94,457
101-172-707.000	Contingent Employees Wages			2,987					
101-172-710.000	Overtime wages		32	969	1,200	337	1,200	1,200	1,200
101-172-715.000	Fica Taxes, Employer	1,504	9,018	12,636	13,945	8,669	14,454	14,743	15,231
	The Township contributes 6.20% of the employee's wages.								
101-172-715.900	Medi Fica Tax, Employer	352	2,109	2,955	3,261	2,027	3,380	3,448	3,562
	The Township contributes 1.45% of the employee's wages.								
101-172-716.000	Short & Long Term Disability Insu	95	804	1,341	4,539	881	1,500	1,443	1,443
	Grand Blanc Township pays 100% of premiums for sick & accident insurance for full time employees.								
101-172-717.000	Medical Insurance	3,354	21,713	43,010	58,608	36,195	58,608	58,476	58,476
	Grand Blanc Township pays 100% of premiums for Medical Insurance premiums for qualified, full time employees. Per contract stipulations, each employee repays the Township a % of their premium. The Township's Medical Insurance policy includes Optical Coverage. Employees who opt out of the Township Medical Insurance Policy qualify for an "in lieu" payment of \$100 per month and Optical Insurance.								
101-172-718.000	Dental Insurance	249	1,876	3,409	3,584	2,558	3,584	3,584	3,584
	Grand Blanc Township pays 100% of premiums for dental insurance for full time employees.								
101-172-719.000	Optical Insurance		98	102		32	32		
	Employees that have Township medical insurance have Optical Insurance included in Flex Blue 3 insurance premiums. Employees that do not have Township Health Insurance have separate Optical Insurance premiums.								
101-172-720.000	Life & AD & D Insurance	38	307	500	483	320	501	440	455
	Grand Blanc Township pays 100% of premiums for Life and Accidental Death & Dismemberment Insurance for full time employees. These policies are calculated on base salary.								
101-172-721.200	Retiree Health Care Savings Progr					3,000	5,417	6,500	6,500
	Employees hired after August 1, 2017 must contribute \$50 per pay period toward their own retiree health care; the Township contributes \$125 per pay also. This account represents the Township's cost for the Retiree Health Care Savings Program.								
101-172-722.000	Pension Expense		2,077	25,249	33,738	22,378	34,968	35,670	36,849
	Grand Blanc Township contributes 15% of the base compensation for each full time employee to a Defined Contribution Pension Plan; after one year of employment.								
101-172-724.000	Worker's Comp Insurance	119	352	360	671	273	300	237	244
101-172-727.000	Office Supplies	397	964	1,382	1,200	114	1,000	1,000	1,000
101-172-727.100	Computer Supplies	1,317	139	563	1,000	186	1,000	1,000	1,000
101-172-740.000	Operating Supplies	973	1,181	359	700	865	500	600	600
	Charges for supplies such as: UPS mailing costs, certified letter mailing costs.								
101-172-787.000	Furniture & Equipment Under \$2,50		420	299	1,300	73	1,000	1,200	1,200
101-172-807.172	Personnel Search..Twp Manager 201	4,827							
101-172-818.000	Contractual Services	233				600	600	500	500
101-172-818.100	Computer Contractual Serv			2,335	2,200	2,384	2,500	7,270	7,270
	BSA Annual maintenance for Payroll and HR Modules								
101-172-830.000	Membership & Dues	395	1,991	1,508	2,000	592	2,000	2,000	2,000
	Grand Blanc Chamber of Commerce; Michigan Economic Developers Association								
101-172-850.000	Telephone Communications Expense	120	480	440	1,380	120	480	480	480
101-172-863.000	Vehicle Maint & Repairs Expense	260		486	400	153	400	500	500
101-172-866.000	Gas,Oil,Wash,Tires,Etc Expense		403	851	800	430	800	800	800
101-172-868.000	Training (Seminar) Expense		390	788	3,500	1,464	3,200	3,500	3,500
	This represents training expenses for the Superintendent, or department employees, to attend educational training or conferences.								
101-172-868.100	Computer Training Expense			2,301	1,100		1,000	1,000	1,000
101-172-868.400	Professional Development - Townsh				8,000		6,000	6,000	6,000
101-172-956.000	Misc. Expense	84	177						
101-172-959.000	Tuition Reimbursement Expense		886	995	3,000		2,000	3,000	3,000
	Totals for dept 172 - TWP SUPERINTENDENT	39,018	192,496	315,818	370,326	232,841	378,345	391,188	400,851

Grand Blanc Township
 Superintendent's Department
 Personnel Summary (Budgeted Number of Positions)

<u>Position/Title</u>	<u>Approved Budget 2017</u>	<u>Approved Budget 2018</u>	<u>Proposed Budget 2019</u>
Superintendent	1.0	1.0	1.0
HR Generalist	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0
Total	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>

Charter Township of Grand Blanc Elections

Update for 2018 and Proposed Budget for Fiscal Year 2019

The Election Budget for 2018 has been very active with several unanticipated events after its adoption by the Board.

- **Grand Blanc Schools scheduled a Special Election for May 8, 2018**, for a millage renewal that was successful. In August, the County Clerk sent a check for \$22,515.04 to reimburse our expenses and the Finance Department will amend our Revenue Account and Expenditure accounts. The costs related to this election [\$9,309.74 – Clerk’s Department for Contingent Employees and Overtime and \$13,205.30 for Election Workers, supplies, and postage].
 - **Deputy Clerk DeVernay was on short-term disability**. Contingent Employees [part-time Election Specialists – Terry Donnelly and Linda Ruwart] stepped up – helped with processing Absentee Ballot Applications, the preparation and pre-testing, training of Election Workers, and all the work on Election Day. Although busy, things went smoothly utilizing the new HART equipment. We consolidated all precincts are our eight locations utilizing Chair and Co-Chairs. All the new equipment was tested in the Township Hall during our Mock Election and functioned properly. However, for a yet undetermined reason, the HART Scanner at West Middle School would not transmit the unofficial results on May 8, 2018, from either inside nor outside the building, delaying the final count until the thumb drive could be taken to the County Courthouse at 11:00 p.m. During the Public Test on Tuesday, July 31, 2018, the equipment did transmit from West Middle School. The County contracted with Verizon to transmit unofficial election results from all precincts to the County Building; there are a few areas in the County where Verizon cannot transmit. If there is difficulty transmitting Primary Election results, have discussed possible options to boost the signal with School’s Technology Department and Verizon.
 - **Hart equipment was designed to collapse for easy transporting**, display to the voter their vote was counted or explain areas that need to be voted/corrected, and transmit unofficial results at 8:00 p.m. to the County. For the DPW crew to prepare 17 precincts, transport equipment to eight locations, and set up/break down equipment, would be costly, time consuming, and could result in breakage of moveable parts/hinges requiring multiple repairs over the State’s ten-year commitment. Mike Yuresko, our new DPW Election Leader, revised Genesee Township Clerk Wayne Bates’ design. Our machines sit permanently on a moveable platform with the printers and VAT [Voter Assisted Terminals] stored inside. Clerk Bates and other County Clerks acknowledged we have a “Mercedes” transport system that is easy and effective for delivery to our eight locations. An unplanned but cost-effective expenditure that Clerk Bates and others have adopted for their use.
 - **Election Workers’ Stipend for Training and Election Day** work was approved by the Board and well within other municipalities’ pay scales. The Election Workers appreciated the Board’s acknowledgement of their commitment to the election process and safeguarding of each vote.
- Grand Blanc Schools informed me, they will hold another Special Election in May 2019 to renew another millage.** If the Township were to schedule the Police Millage with the Schools millage, the Township assumes ALL the costs. To minimize costs, precincts would be consolidated, as in 2018. In addition to the \$22,500.00 we receive from the schools, the Township would incur additional cost from

the County for printing ballots, administrative costs, and newspaper publications, i.e., registration notice, election notice, and notice of public accuracy test – at a cost of approximately \$30,000.00.

With continued utilization of computers and E-Poll Books, continued training will required, as well as ongoing recruitment of Election Workers because of retiring Election Workers utilizing college outreach and the Grand Blanc View.

The State of Michigan planned and financed the majority of our new HART Intercivic, Inc., election equipment, which will be utilized over the next ten years and Genesee County has a ten-year contract with HART Intercivic, Inc., for maintenance of voting system hardware, firmware, and software.

On June 28, 2017, the Board authorized \$21,817.00 to purchase additional equipment necessary to backup and properly operate our elections. The State pays the Annual Maintenance Fee of \$11,856.00 for years 1 thru 5 of the contact. Rather than taking the 15% discount and pay \$49,538.00 upon delivery in 2018, Superintendent Liimatta and Treasurer Guzak will determine which of the two maintenance plans for years 6 thru 10 work better for the Township: payment of \$53,352.00 [10% discount in Year Five (5) or make annual payments for years 6 thru 10 of \$11,856.00. Am recommending this cost be listed in our Capital Improvement Plan.

Line Items in Budget 2018:

- **Election Workers** – need for additional specialized training on new equipment/procedures
- **Operating Supplies** – increased for items to hold/transport HART equipment, broken printer, and new lap top for E-Poll Book

Line Items in Budget 2019:

- **Election Workers** – planned for two Special Elections – Grand Blanc Schools and Police Millage
- **Operating Supplies** – Purchase of 15 lap top computers/mouse for E-Poll Book

Respectfully,

Cathy Lane

Cathy Lane
Clerk

BUDGET REPORT FOR GRAND BLANC TOWNSHIP

Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 192 - ELECTIONS EXPENSE									
101-192-705.200	Election Workers Fee	31,630	55,791	9,249	60,000	32,039	60,000	55,000	40,000
	DPW employees set up the day before and tear down the day after each election. Budget amount represents the estimated expenses to run one election in 2019. Each election can cost \$10,000 - \$25,000,								
101-192-715.000	Fica Taxes, Employer	310	409	112	3,720	249	3,720	3,410	2,480
	The Township contributes 6.20% of the employee's wages. Election workers are exempt from Social Security tax as long as they do not work for the Township in any other capacity.								
101-192-715.900	Medi Fica Tax, Employer	72	96	26	870	58	870	797	580
	The Township contributes 1.45% of the employee's wages. Election workers are exempt from Medicare taxes as long as they do not work for the Township in any other capacity.								
101-192-722.000	Pension Expense			126		123		200	200
101-192-727.000	Office Supplies	63	262						
	This account is used for the purchase of items such as file folders, toner, envelopes, and other general supplies.								
101-192-740.000	Operating Supplies	10,611	9,047	4,712	10,000	9,606	10,000	9,000	9,000
	Charges for supplies not specifically assigned as office supplies such as voter reg cards, absentee ballots, truck rental, etc. This line item fluctuates based on the number of elections held each year.								
101-192-787.000	Furniture & Equipment Under \$2,500 15 laptop computers		1,694			913	1,000	9,000	9,000
101-192-818.000	Contractual Services	4,085	4,885		5,000	300	1,800	1,800	1,800
101-192-850.000	Telephone Communications Expense	636	872	976	600	575	800	800	800
	Totals for dept 192 - ELECTIONS EXPENSE	47,407	73,056	15,201	80,190	43,863	78,190	80,007	63,860

Assessing Department

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Amended	2019 Request
727.000 Office Supplies File Folders, Bookmaking Supplies, envelopes for personal property statement & change notices Fiberglass Measuring Tapes - \$150 each	444	209	184	370	550	650
727.100 Computer Supplies Stylus Replacement 4 @ \$100 = \$400 Batteries for Stylus - \$150	2,035	2,449	2,247	2,800	3,100	600
740.000 Operating Supplies Assessment Change Notices w/ Postage - \$7,800 Business Cards - \$200 Door Hangers - \$500	8,788	8,794	8,538	8,362	9,100	9,000
744.000 Uniform Expense Per union contract-work uniform expenses	0	146	0	0	150	150
787.000 Furniture & Equipment Under \$2,500 1 chair - \$400 1 tablet - \$,1000	0	0	244	4,264	1,200	1,400
818.000 Contractual Services Marshall & Swift-Commercial Updates \$800 Copier Maintenance - \$300 Apex Renewal - 5 Stations @ \$260 = \$1,300	569	952	606	694	3,200	2,400
818.100 Computer Contractual Services BS&A Maintenance - \$260 X 12 = \$3,120	3,754	2,859	2,151	3,117	5,400	3,400
830.000 Membership & Dues State of Michigan Licenses - 5 @ \$200 = \$1,000 Tri-County Assessors Association 5 @ \$10 = \$50 IAAO - 3 @ \$210 = \$630 Crains - \$100 MAA - 5 @ \$100= \$500	1,222	1,474	50	1,425	2,000	2,280
850.000 Telephone Communications Expense Cell Phone - \$700 Tablet Internet Fees - 4 X \$45.00 X 12 = \$2,160 One Note Fees - 4 X \$75 = \$ 300	698	699	1,926	700	700	3,200
863.000 Vehicle Mainte & Repairs Expense	0	221	45	99	2,000	1,000
866.000 Gas, Oil, Wash, Tires, Etc Expense	1,579	952	1,500	1,500	1,500	1,500
868.000 Training (Seminar) Expense MAA Classes \$300 per class @4 = \$1,200 IAAO Classes \$500 per class @3 = \$1,500 Hotels & Food - \$2,500 Various Classes outside of MAA = \$1,000	1,509	3,423	1,899	5,500	7,000	7,000
868.100 Computer Training Expense 956.000 Misc Expenses	0	0	1,751	200	2,000	2,000
		111	0	24	200	200
	20,598	22,289	21,141	29,055	38,100	34,780

BUDGET REPORT FOR GRAND BLANC TOWNSHIP

Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 209 - ASSESSING DEPT EXPENSE									
101-209-705.300	Board Of Review Fee	4,500	2,700	5,400	6,000	4,800	6,000	6,000	6,000
	There are three Board of Review members. Each member is paid \$150 per meeting. There are approximately 8-12 meetings each year in March, one meeting in July, and one meeting in December.								
101-209-706.000	Salaries And Wages	269,296	263,971	285,604	302,086	190,177	303,200	315,359	315,359
101-209-710.000	Overtime wages	808	2,580	786	2,000	1,338	2,000	2,000	2,000
	Overtime occurs during periods of peak activity such as Board of Review, New Year's Eve canvas, and mailing of assessment change notices. Every effort is made to minimize overtime.								
101-209-715.000	Fica Taxes, Employer	16,684	16,600	17,549	19,225	11,784	19,294	20,048	20,048
	The Township contributes 6.20% of the employee's wages.								
101-209-715.900	Medi Fica Tax, Employer	3,902	3,882	4,104	4,496	2,756	4,512	4,689	4,689
	The Township contributes 1.45% of the employee's wages.								
101-209-716.000	Short & Long Term Disability Insu	1,907	1,935	2,235	2,788	1,473	2,798	2,077	2,077
	Grand Blanc Township pays 100% of premiums for sick & accident insurance for full time employees.								
101-209-717.000	Medical Insurance	52,784	51,422	49,548	57,756	33,071	57,756	57,660	57,660
	Grand Blanc Township pays 100% of premiums for Medical Insurance premiums for qualified, full time employees. Per contract stipulations, each employee repays the Township a % of their premium. The Township's Medical Insurance policy includes Optical Coverage. Employees who opt out of the Township Medical Insurance Policy qualify for an "in lieu" payment of \$100 per month and Optical Insurance.								
101-209-718.000	Dental Insurance	2,761	2,492	2,496	2,645	1,873	2,645	2,645	2,645
	Grand Blanc Township pays 100% of premiums for dental insurance for full time employees.								
101-209-719.000	Optical Insurance	154							
	Employees that have Township medical insurance have Optical Insurance included in Flex Blue 3 insurance premiums. Employees that do not have Township Health Insurance have separate Optical Insurance premiums.								
101-209-720.000	Life & AD & D Insurance	570	578	659	632	407	634	568	568
	Grand Blanc Township pays 100% of premiums for Life and Accidental Death & Dismemberment Insurance for full time employees. These policies are calculated on base salary.								
101-209-721.000	Retiree Insurance~Medical~Dental~	18,364	21,864	19,554	23,784	17,530	23,784	24,389	24,389
	Grand Blanc Township pays 100% of premiums for retiree health insurance, including dental and optical. Retirees not on Flex Blue 3 receive a \$200 annual optical reimbursement. The Assessing Department has one retiree.								
101-209-722.000	Pension Expense	37,856	39,396	41,437	44,173	28,541	44,339	46,089	46,089
	Grand Blanc Township contributes 15% of the base compensation for each full time employee to a Defined Contribution Pension Plan: after one year of employment.								
101-209-724.000	Worker's Comp Insurance	3,038	3,999	3,409	4,680	2,583	4,697	3,724	3,724
101-209-727.000	Office Supplies	209	184	370	550	14	550	650	650
101-209-727.100	Computer Supplies	2,035	2,449	2,247	3,100	454	604	600	600
	Stylus Replacements, Batteries for Stylus								
101-209-740.000	Operating Supplies	8,794	8,538	8,362	9,100	8,472	9,060	9,000	9,000
	Charges for supplies such as assessment change notices with postage, business cards, and door hangers.								
101-209-744.000	Uniform Expense	146			150			150	150
	Per union contract - work uniform expenses								
101-209-787.000	Furniture & Equipment Under \$2,50		244	4,264	1,200	205	900	1,400	1,400
	One Office Chair, and one tablet.								
101-209-818.000	Contractual Services	1,554	2,919	2,326	3,200	1,175	2,400	2,400	2,400
	Marshall & Swift Commercial Updates, Copier Maintenance, APEX software.								
101-209-818.100	Computer Contractual Serv	2,859	2,151	3,117	5,400	3,178	3,100	3,400	3,400
	Annual BS&A maintenance.								
101-209-830.000	Membership & Dues	1,474	1,050	1,425	2,000	280	1,700	2,280	2,280
	MAA, IAAO, Tri County Assessors, SECMA, Crains, State of Michigan Liscences.								
101-209-850.000	Telephone Communications Expense	699	701	1,926	700	1,853	3,160	3,200	3,200
101-209-863.000	Vehicle Maint & Repairs Expense	221	45	99	2,000	82	500	1,000	1,000
101-209-866.000	Gas,Oil,Wash,Tires,Etc Expense	952	606	694	1,500	332	1,250	1,500	1,500
101-209-868.000	Training (Seminar) Expense	3,423	3,273	1,899	7,000	1,929	3,635	7,000	7,000
	Required training to maintain certification.								
101-209-868.100	Computer Training Expense			1,751	2,000		600	2,000	2,000
101-209-956.000	Misc. Expense	111		24	200			200	200
	Expenses that cannot be logically assessed to another account.								
Totals for dept 209 - ASSESSING DEPT EXPENSE		435,101	433,579	461,285	508,365	314,307	499,118	520,028	520,028

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BUDGET REPORT FOR GRAND BLANC TOWNSHIP
Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM	2019 RECOMM BUDGET
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APPROPRIATIONS

Grand Blanc Township
 Assessing Department
 Personnel Summary (Budgeted Number of Positions)

<u>Position/Title</u>	<u>Approved Budget 2017</u>	<u>Approved Budget 2018</u>	<u>Proposed Budget 2019</u>
Assessing Director	1.0	1.0	1.0
MAAO	1.0	1.0	2.0
MCAO	2.0	3.0	2.0
MCAT	1.0	0.0	0.0
Total	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>

BUDGET REPORT FOR GRAND BLANC TOWNSHIP

Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 210 - ATTORNEY - LEGAL SERVICES EXPENSE									
101-210-826.100	Legal Fee/General	50		996	1,000	746	1,000	1,000	1,000
	Miscellaneous legal services.								
101-210-826.200	Attorney Retainer/Lattie	71,358	63,755	62,809	70,000	35,494	70,000	70,000	70,000
	David Lattie, retainer plus expenses. Approx. 30% of retainer is expensed to DPW								
101-210-826.300	Labor Attorney Fee	17,001	12,848	5,224	15,000	9,803	15,000	25,000	25,000
	Labor Attorney Expenses								
101-210-960.000	Court Settlements Expense	45,410	3,506	570	20,000		20,000	20,000	20,000
	Annual Estimate to settle potential claims.								
101-210-960.100	Litigation Costs (Legal Deductabl	7,000	21,450	20,016	20,000	20,000	20,000	20,000	20,000
	Estimate of potential litigation costs (deductibles); appraisals needed for tax tribunal cases.								
Totals for dept 210 - ATTORNEY - LEGAL SERVICES EX		140,819	101,559	89,615	126,000	66,043	126,000	136,000	136,000

Charter Township of Grand Blanc
Clerk's Office Expense
Update for 2018 and Proposed Budget for Fiscal Year 2019

The positions of Clerk and Deputy Clerk are easily understood. With the retirement of Deputy Clerk Sue DeVernay and appointment of Lynn Henry as Deputy Clerk effective August 10, 2018, there will be some minor adjustments to benefits. Superintendent Liimattia's proposal to reduce the Township's health care costs by increasing the annual "in lieu" payment from \$1,200.00 to \$3,500.00 payable monthly was supported by the Board and discussions are progressing with the unions. Ms. Henry accepted this option and will be utilizing the Township's dental and vision coverage for her family.

Contingent Employees in the Clerk's Department work on updating and maintaining our over 10,000 annual activities relating to voter registration and work full-time prior to each election to process Absentee Ballots, training, and preparing equipment. The unanticipated School Election and the absence of Deputy DeVernay resulted in a significant overage in 2018 – Budgeted \$10,000.00 and thru August 3, 2018, expended \$17,949.00 with two weeks' pay outstanding for the Primary Election. The designated portion of the Grand Blanc Schools' reimbursement for the May Election will reduce that overage by \$9,309.74. The November 6, 2018 General Election is still before us and with anticipated ballot questions, i.e., medical marijuana, before us. It will be busy. **Am anticipating needing \$10,000.00 additional to complete 2018.**

Capital Outlays in 2018 will include a new Qualified Voter Computer with 24-inch screen. The current equipment purchased by the State has stopped working and is being replaced. Three chairs have survived more than ten years of wear and slowly lower themselves to the ground during the day – they will be replaced.

For the 2019 Budget Year:

With State laws ever changing and new members of our TEAM, the Clerk's Department and Elections will require ongoing training. Training Expense needs to be increased for the required certifications for the Deputy, basic training for Contingent Employees, and attendance at the Michigan Townships Association conferences.

With the implementation of the DDA and General Ordinance Upgrades, additional legal notices and publication updates will be required.

Grand Blanc Schools' will be holding another Special Election in May 2019, which necessitates additional Contingent Employee time. If the School millage is the only item on the Ballot, we will be reimbursed, similar to this year. If the Township puts a ballot question before the voters, we must pay all the costs – about \$30,000.00.

Respectfully,

Cathy Lane

Cathy Lane
Clerk

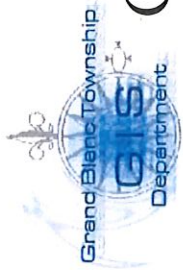
BUDGET REPORT FOR GRAND BLANC TOWNSHIP
Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 215 - TOWNSHIP CLERK'S OFFICE EXPENSE									
101-215-703.000	Salaries Elected Official	59,972	59,972	59,972	59,973	39,981	59,973	59,973	59,973
101-215-704.000	Wages/Deputy	46,947	19,919	37,607	52,500	24,582	54,452	53,129	53,129
101-215-707.000	Contingent Employees Wages	11,774	68,127	6,176	10,000	20,857	30,000	25,000	25,000
	Provision for part-time or seasonal workers in the Clerks office. This does not include election workers, but additional help is needed based on number of elections.								
101-215-710.000	Overtime wages	687	2,454		2,500		2,500	2,500	2,500
	Overtime occurs during periods of peak activity such as before elections. Every effort is made to minimize overtime.								
101-215-715.000	Fica Taxes, Employer	7,431	9,366	6,658	7,748	5,440	9,138	8,717	8,717
	The Township contributes 6.20% of the employee's wages.								
101-215-715.900	Medi Fica Tax, Employer	1,738	2,190	1,557	1,812	1,272	2,137	2,039	2,039
	The Township contributes 1.45% of the employee's wages.								
101-215-716.000	Short & Long Term Disability Insu	448	411	967	1,068	657	877	801	801
	Grand Blanc Township pays 100% of premiums for sick & accident insurance for full time employees.								
101-215-717.000	Medical Insurance	9,257	8,340	2,818	2,400	297	3,300	4,700	4,700
	Grand Blanc Township pays 100% of premiums for Medical Insurance premiums for qualified, full time employees. Per contract stipulations, each employee repays the Township a % of their premium. The Township's Medical Insurance policy includes Optical Coverage. Employees who opt out of the Township Medical Insurance Policy qualify for an "in lieu" payment of \$100 per month and Optical Insurance.								
101-215-718.000	Dental Insurance	417	348	1,496	1,570	812	1,570	1,570	1,570
	Grand Blanc Township pays 100% of premiums for dental insurance for full time employees.								
101-215-719.000	Optical Insurance			32	95	63	200	435	435
	Employees that have Township medical insurance have Optical Insurance included in Flex Blue 3 insurance premiums. Employees that do not have Township Health Insurance have separate Optical Insurance premiums.								
101-215-720.000	Life & AD & D Insurance	114	77	199	242	131	247	210	210
	Grand Blanc Township pays 100% of premiums for Life and Accidental Death & Dismemberment Insurance for full time employees. These policies are calculated on base salary.								
101-215-721.000	Retiree Insurance~Medical~Dental~	33,803	35,688	27,892	31,031	14,735	26,516	16,608	16,608
	Grand Blanc Township pays 100% of premiums for retiree health insurance, including dental and optical. Retirees not on Flex Blue 3 receive a \$200 annual optical reimbursement. The Clerk's Department has two retirees.								
101-215-722.000	Pension Expense	8,996	9,026	9,606	17,171	8,988	14,171	12,027	12,027
	Grand Blanc Township contributes 15% of the base compensation for each full time employee to a Defined Contribution Pension Plan: after one year of employment.								
101-215-724.000	Worker's Comp Insurance	322	339	243	366	184	433	138	138
101-215-727.000	Office Supplies	918	1,175	103	2,000	76	1,000	1,000	1,000
101-215-727.100	Computer Supplies	910	477	596	2,000	2,373	3,300	2,000	2,000
101-215-740.000	Operating Supplies	330	2,025	999	2,000	1,240	1,400	1,800	1,800
	Charges for supplies such as: minute books, business cards, and forms.								
101-215-787.000	Furniture & Equipment Under \$2,50							1,500	1,500
101-215-818.000	Contractual Services				1,000	50	600	1,800	1,800
	Charges for external services, such as photography services.								
101-215-818.100	Computer Contractual Serv		550	2,050	600	925	1,000	600	600
	Annual BS&A maintenance.								
101-215-830.000	Membership & Dues	60	175	66	100		100	400	400
	Michigan Association of Municipal Clerks for Clerk and Deputy, and Government Clerks of Genesee County Association.								
101-215-859.228	GBTwp WebSite Expenses	750	750	750	750		750	750	750
	Web hosting fee, storage, streaming and website maintenance fees.								
101-215-866.000	Gas,Oil,Wash,Tires,Etc Expense		65	22			50	100	100
101-215-868.000	Training (Seminar) Expense	1,098	1,033	902	2,000	1,241	2,000	6,500	6,500
	Deputy Clerk continuing education \$2,500; Election worker training \$4,000.								
101-215-868.100	Computer Training Expense			1,100					
101-215-956.000	Misc. Expense	250		209				250	250
101-215-970.100	Computer Capital Outlay			4,775					
Totals for dept 215 - TOWNSHIP CLERK'S OFFICE EXPE		186,222	222,507	166,795	198,926	123,904	215,714	204,547	204,547

Grand Blanc Township
 Clerk's Department
 Personnel Summary (Budgeted Number of Positions)

<u>Position/Title</u>	<u>Approved Budget 2017</u>	<u>Approved Budget 2018</u>	<u>Proposed Budget 2019</u>
Clerk	1.0	1.0	1.0
Deputy Clerk	1.0	1.0	1.0
Total (Full-time)	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
Contigent/Part-time	Varies *	Varies *	Varies *

*The Clerk's Dept. hires contingent workers, as needed. The budgeted amounts are as follows: 2017 \$7,500; 2018 \$10,000; and 2019 \$25,000.



GIS Department Memorandum

Date: August 3, 2018

To: Dennis Liimatta, Superintendent

From: Robbie Beller, GIS/IT Director

RE: 2019 GIS/IT Budget

The GIS/IT requested budget for 2019 is \$529,218 which is just over an \$80,000 increase from last year. This increase is due to the request for an additional employee within the GIS/IT Department as well as a request to increase the funding within the Computer Contractual Services fund. Other increases are related to increases in employee's cost for our existing staff.

For several years the department has operated with three employees: The GIS/IT Director, GIS Analyst, and the Information Systems Technician. Over the past few years we had added more mobile devices in multiple departments which require some maintenance when issues arise. Also with the implementation of our E-Plan Review process associated with the Development Ready initiative and our Document Solution, there will be a need to have a staff member manage this system as part of their daily activity. With an additional employee in the department we will be able reallocate job duties where two of the employees are responsible for the networking and hardware portion of the operations while the other two are responsible for the data management portion.

With the addition of our E-Plan Review and Document Management Solution there will be an increase in the annual maintenance fees which are funded out of the Computer Contractual Service Account (101-228-818.100).

All other budget items have remained the same as we are on target to hit the projections for the 2018 budget.

Thank you,

Robbie Beller, GIS/IT Director

BUDGET REPORT FOR GRAND BLANC TOWNSHIP
 Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 THRU 08/31/18 ACTIVITY	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 228 - GIS / IT Department									
101-228-706.000	Salaries And Wages	168,981	173,104	177,892	183,534	121,433	185,780	245,800	245,800
101-228-707.000	Contingent Employees Wages				24,000		12,000		
	Part-time employee, up to 29 hours per week.								
101-228-710.000	Overtime wages	3,426	1,301	2,595	3,200	521	1,500	3,200	3,200
101-228-715.000	Fica Taxes, Employer	10,293	10,288	10,270	13,066	6,911	12,355	15,438	15,438
	The Township contributes 6.20% of the employee's wages.								
101-228-715.900	Medi Fica Tax, Employer	2,407	2,406	2,402	3,056	1,616	2,890	3,610	3,610
	The Township contributes 1.45% of the employee's wages.								
101-228-716.000	Short & Long Term Disability Insu	1,217	1,237	1,406	1,703	916	1,713	1,660	1,660
	Grand Blanc Township pays 100% of premiums for sick & accident insurance for full time employees.								
101-228-717.000	Medical Insurance	59,389	65,107	67,061	74,088	52,672	74,088	98,544	98,544
	Grand Blanc Township pays 100% of premiums for Medical Insurance premiums for qualified, full time employees. Per contract stipulations, each employee repays the Township a % of their premium. The Township's Medical Insurance policy includes Optical Coverage. Employees who opt out of the Township Medical Insurance Policy qualify for an "in lieu" payment of \$100 per month and Optical Insurance.								
101-228-718.000	Dental Insurance	3,139	3,139	4,096	4,709	3,367	4,709	6,279	6,279
	Grand Blanc Township pays 100% of premiums for dental insurance for full time employees.								
101-228-720.000	Life & AD & D Insurance	358	366	412	386	251	388	446	446
	Grand Blanc Township pays 100% of premiums for life and term insurance for full time employees.								
101-228-722.000	Pension Expense	24,730	26,172	25,889	27,290	17,495	27,192	28,302	28,302
	Grand Blanc Township contributes 15% of the base compensation for each full time employee to a Defined Contribution Pension Plan: after one year of employment.								
101-228-724.000	Worker's Comp Insurance	1,820	2,501	2,101	3,244	1,592	3,068	2,926	2,926
101-228-727.000	Office Supplies	49	13		100		100	100	100
	This account is used for the purchase of items such as file folders, envelopes, and other general supplies.								
101-228-727.100	Computer Supplies	4,502	2,036	5,111	6,000	3,485	6,000	6,000	6,000
	Back-up Batteries, cabling, and other replacement supplies, toner, plotter paper.								
101-228-740.000	Operating Supplies	32	33	133	100	69	100	100	100
	Charges for supplies that are not specifically assigned as office supplies, such as: business cards, and specialty forms.								
101-228-787.000	Furniture & Equipment Under \$2,50			609	900			450	450
	New chairs, for three employees.								
101-228-801.000	Professional Services					2,923	2,925	2,925	2,925
	Genesee County Pictometry shared cost.								
101-228-818.000	Contractual Services	855	1,028	101		34			
	Phone System.								
101-228-818.100	Computer Contractual Serv	35,334	30,556	37,555	42,000	23,997	42,000	62,000	62,000
	AT&T monthly internet,Mail Max Anti Spam, install data cables or other misc repairs, Annual BS&A, MapLogic Layout Manager Pro annual maintenance, ESRI annual, ONSSI Security Camera								
101-228-830.000	Membership & Dues	225	250	250	250		250	250	250
101-228-850.000	Telephone Communications Expense	44,626	52,748	50,571	50,000	28,285	50,000	50,000	50,000
	Township wide phone costs.								
101-228-866.000	Gas,Oil,Wash,Tires,Etc Expense				100		100	100	100
	General Fund pooled car usage.								
101-228-868.000	Training (Seminar) Expense	970	987	1,586	2,200	1,074	1,500	2,200	2,200
	IMAGIN Conference, registration and lodging costs.								
101-228-868.100	Computer Training Expense				1,000		1,000	1,000	1,000
	GIS and IT online training classes.								
101-228-959.000	Tuition Reimbursement Expense	2,000	2,000	1,500	3,000	1,500	1,500	3,000	3,000
	Totals for dept 228 - GIS / IT Department	364,353	375,272	391,540	443,926	268,141	431,158	534,330	534,330

Grand Blanc Township
 GIS - IT Department
 Personnel Summary (Budgeted Number of Positions)

<u>Position/Title</u>	<u>Approved Budget 2017</u>	<u>Approved Budget 2018</u>	<u>Proposed Budget 2019</u>
GIS/IT Director	1.0	1.0	1.0
GIS Analyst	1.0	1.0	1.0
Info Systems Tech	1.0	1.0	1.0
Computer Systems Admin	0.0	0.0	1.0
Total	3.0	3.0	4.0

Part-time 1.0 *

*Part-time position was budgeted at \$30,000 for 2018.

Guzak, Earl

Sent: Tuesday, August 07, 2018 2:28 PM
To: Township Board
Cc: Guzak, Earl
Subject: Treasurer Budget 2019

The Treasurer Department has Three Cashiers, Deputy Treasurer and Treasurer. Two of the Cashiers are full time with one Cashier being assigned 50% Treasurer Department and 50% Building Department. The only capital expense is for computers. This item is not in our budget, it is budgeted with IT Capital Budget. We have been updating our computers based on the IT schedule. We do not expect any major changes in 2019.

Earl Guzak
Treasurer
Charter Township of Grand Blanc
810-424-2646 phone
810-424-2647 Fax

BUDGET REPORT FOR GRAND BLANC TOWNSHIP
 Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 253 - TOWNSHIP TREASURER'S OFFICE EXPENSE									
101-253-703.000	Salaries Elected Official	59,972	59,972	59,972	59,972	39,981	59,972	59,972	59,972
101-253-703.200	Longevity-Elected Official	500	1,200	1,200	1,200		2,400	2,400	2,400
101-253-704.000	Wages/Deputy	52,674	53,110	57,264	57,283	36,720	59,683	59,340	59,340
101-253-706.000	Salaries And Wages	116,055	119,763	119,651	108,737	69,203	108,737	115,394	115,394
101-253-706.200	Longevity-NonUnion Employ				2,400				
101-253-707.000	Contingent Employees Wages	578		4,767					
101-253-710.000	Overtime wages	2,764	4,773	4,077	3,000	2,509	3,000	4,200	4,200
	Overtime occurs during periods of peak activity such as tax collection and utility billing due dates. Every effort is made to minimize overtime.								
101-253-715.000	Fica Taxes, Employer	14,246	14,438	15,282	14,421	8,781	14,421	14,961	14,961
	The Township contributes 6.20% of the employee's wages.								
101-253-715.900	Medi Fica Tax, Employer	3,332	3,377	3,574	3,373	2,053	3,373	3,499	3,499
	The Township contributes 1.45% of the employee's wages..								
101-253-716.000	Short & Long Term Disability Insu	1,671	1,706	2,051	2,131	1,200	2,131	1,656	1,656
	Grand Blanc Township pays 100% of premiums for sick & accident insurance for full time employees.								
101-253-717.000	Medical Insurance	34,437	52,066	48,587	44,856	30,851	44,856	48,558	48,558
	Grand Blanc Township pays 100% of premiums for Medical Insurance premiums for qualified, full time employees. Per contract stipulations, each employee repays the Township a % of their premium. The Township's Medical Insurance policy includes Optical Coverage. Employees who opt out of the Township Medical Insurance Policy qualify for an "in lieu" payment of \$100 per month and Optical Insurance.								
101-253-718.000	Dental Insurance	4,220	5,050	5,630	5,234	3,800	5,234	5,234	5,234
	Grand Blanc Township pays 100% of premiums for dental insurance for full time employees.								
101-253-719.000	Optical Insurance	488	675	321	821	358	821	536	536
	Employees that have Township medical insurance have Optical Insurance included in Flex Blue 3 insurance premiums. Employees that do not have Township Health Insurance have separate Optical Insurance premiums.								
101-253-720.000	Life & AD & D Insurance	441	452	541	483	291	483	428	428
	Grand Blanc Township pays 100% of premiums for Life and Accidental Death & Dismemberment Insurance for full time employees. These policies are calculated on base salary.								
101-253-722.000	Pension Expense	28,734	32,574	34,993	33,989	21,526	33,989	35,116	35,116
	Grand Blanc Township contributes 15% of the base compensation for each full time employee to a Defined Contribution Pension Plan: after one year of employment.								
101-253-724.000	Worker's Comp Insurance	497	899	928	671	703	671	230	230
101-253-727.000	Office Supplies	1,648	245	845	1,200	442	1,200	1,200	1,200
101-253-727.100	Computer Supplies	1,582	571	1,592	1,800	414	1,800	1,800	1,800
101-253-740.000	Operating Supplies	668	2,665	728	2,000	188	1,500	1,500	1,500
	Charges for supplies such as the Wall Street Journal annual subscription.								
101-253-787.000	Furniture & Equipment Under \$2,50		498	342	500	171	500	500	500
101-253-800.000	Bank Service Charge								4,000
101-253-818.000	Contractual Services			25					
	Charges for external services.								
101-253-818.100	Computer Contractual Serv	2,582	2,590	3,410	3,500	3,481	3,500	3,500	3,500
	BS&A maintenance for Cash Receipting, Tax and Delq Personal Property Tax Modules								
101-253-830.000	Membership & Dues	2,142	1,942	2,042	2,000	1,750	2,000	2,000	2,000
	Michigan Municipal Treasurers Association for Treasuere and Deputy; Association of Public Treasurers; Investment rating Service; APT US&C Association of Public Treasurers								
101-253-863.000	Vehicle Maint & Repairs Expense	23		612	600	193	600	600	600
101-253-866.000	Gas,Oil,Wash,Tires,Etc Expense	225	224	127	300	46	300	300	300
101-253-868.000	Training (Seminar) Expense			1,331	1,500		1,500	1,500	1,500
	This represents training for full time employees of the Treasurer's Department.								
101-253-904.000	Tax Roll Expense	14,870	13,965	16,191	19,000	7,384	18,000	18,000	18,000
	This account includes tax bill printing, processing, and mailing.								
101-253-956.000	Misc. Expense				300		300	300	300
	Unexpected expenses that cannot be logically assessed to another account.								
101-253-959.000	Tuition Reimbursement Expense	843			1,000		1,000	1,000	1,000
Totals for dept 253 - TOWNSHIP TREASURER'S OFFICE		345,192	372,755	386,083	372,271	232,045	371,971	383,724	387,724

Grand Blanc Township
 Treasurer's Department
 Personnel Summary (Budgeted Number of Positions)

<u>Position/Title</u>	<u>Approved Budget 2017</u>	<u>Approved Budget 2018</u>	<u>Proposed Budget 2019</u>
Treasurer	1.0	1.0	1.0
Deputy Treasurer	1.0	1.0	1.0
Clerical II - Cashier	1.0	1.0	1.0
Clerical I - Cashier	1.5 *	1.5 *	1.5 *
Total	4.5	4.5	4.5

*50% of a Clerical I is budgeted in the Building Dept. Fund 249

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 User: Szostak
 DB: Grand Blanc

BUDGET REPORT FOR GRAND BLANC TOWNSHIP
 Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 265 - TOWNSHIP BUILDINGS & GROUNDS EXPENSE									
101-265-724.000	Worker's Comp Insurance		1,100						
101-265-740.000	Operating Supplies	15,397	13,015	13,161	16,000	8,294	16,000	16,000	16,000
	Charges for supplies that are not specifically assigned as office supplies, to include: cleaning supplies, paper products, and other supplies.								
101-265-818.000	Contractual Services	11,610	3,707	6,808	10,000	1,459	7,000	12,000	12,000
	Fire alarm testing and cost of generator maintenance, .								
101-265-818.333	Cleaning Service/General Office	18,859	16,142	11,854	14,000	6,790	13,000	14,000	14,000
	Contracted service to clean Township Hall.								
101-265-920.000	Utilities (Elec/Gas/Water/Sewer	61,419	60,850	59,203	70,000	39,079	65,000	65,000	65,000
	This account includes the water, sewer, electric, and gas for each of the Township's General Fund buildings.								
101-265-930.000	Maintenance & Repairs Expense	41,972	34,758	34,118	27,500	24,398	27,500	35,000	35,000
	This account represents the maintenance and repairs of the buildings, floor mats, generator, sidewalks, boiler, fire extinguishers, and lawn mowing.								
Totals for dept 265 - TOWNSHIP BUILDINGS & GROUNDS		149,257	129,572	125,144	137,500	80,020	128,500	142,000	142,000

BUDGET REPORT FOR GRAND BLANC TOWNSHIP
 Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 290 - TOWNSHIP PUBLIC SERVICES EXPENSE									
101-290-801.010	Holly Springs SA Expenditures	250	250	250	250		250	250	250
101-290-801.012	Waters Edge SA Expenditures				250				
101-290-801.013	Braemoor SA Expenditures	250	250	250	250		250	250	250
101-290-801.015	Sandalwood SA Expenditures	152,980			250		250	250	250
101-290-801.016	Concord Green SA Expenditures			462,792	250		250	250	250
101-290-817.000	Waste Collection Expense	1,000			1,000				
This represents the hazardous waste collection and unordinary clean-ups within the Township.									
101-290-818.000	Contractual Services	230	230	230	1,000	2,078	2,078	2,000	2,000
Contractual services, as needed.									
101-290-818.050	Contractual Services-Muni Code/Or				5,000		5,000	5,000	5,000
101-290-825.100	Gen Co/Drains-At-Large	80,481	50,992	82,094	50,000		50,000	50,000	50,000
The Township is billed annually from Genessee County, for repairs and maintenance on drains within the Township.									
101-290-825.200	Drains/Storm Sewer	76,505	34,499	48,715	40,000	500	40,000	40,000	40,000
This account is used for catch basin repairs.									
101-290-827.000	Contribution to Grand Blanc Libra	47,500	47,500	47,500	50,000	50,000	50,000	50,000	50,000
This represents the Township's Contribution to the Grand Blanc-McFarlenLibrary.									
101-290-880.000	Mosquito Control Program Expense	192,662	191,826	193,026	206,850	80,453	206,975	206,180	206,180
The account represents the contract cost with Rose Pest Solutions for mosquito control within the Township.									
101-290-882.000	GBTwp Road Maintenance Expense			40,295	20,000	15,117	20,000	20,000	20,000
This account represents the Townships portion of Road Maintenance performed by Genessee County Road Commission.									
101-290-882.100	GBTwp Roads-At-Large(Gen Co) Ex	186,813	179,737	132,803	185,000		85,000	85,000	85,000
This account represents the Township's portion of the Genesee County Road Commission Special Assessment where township is responsible for 25% of improvement and is financed over 10 years.									
101-290-882.200	Road Chloriding Expense	6,310	5,952	5,741	12,000		11,500	13,000	13,000
This account represents the Township's portion of GCRC road chloriding expenses.									
101-290-882.300	Snow Removal	39,439	61,421	36,304	80,000	13,310	100,000	80,000	90,000
This represents the Township's cost for snow removal.									
101-290-899.000	Disaster Fund Expense	2,800	2,800	3,425	5,000	2,762	5,000	5,000	5,000
This account is used to service disaster sirens, and the annual maintenance contract for sirens.									
101-290-900.000	GBTwp * NewsLetter/Promotional Ex			3,357	5,000	2,116	5,000	5,000	5,000
101-290-901.000	Purchase Of Waste Bags	4,186	4,186	3,140	4,000	2,093	3,500	3,500	3,500
Purchase of trash bags for resale.									
101-290-926.000	Street-Traffic Light Expense	6,017	8,827	20,915	10,000	3,377	10,000	10,000	10,000
This account is used for traffic lights electrical cost and maintenance.									
101-290-928.000	Special Assess / Light Districts	310,053	283,706	303,948	325,000	182,611	325,000	325,000	325,000
Cost of Subdivision lighting which is placed on winter tax as special assessment.									
101-290-930.000	Maintenance & Repairs Expense	5,520	4,633	8,156	6,000	5,498	6,000	6,000	6,000
101-290-930.025	PathWay Maintenance/Upkeep	3,565	11,991	4,500	5,000	1,776	5,000	5,000	5,000
101-290-932.000	Twp Cemetery Expense	56				521			
101-290-932.151	Maple Cemetery Expense	4,082	4,006	6,748	5,000	2,507	4,500	5,000	5,000
Mowing, utilities, annual cleanup and flags.									
101-290-932.209	Perry Cemetery Expense	2,633	2,853	3,828	3,500	1,220	3,500	3,500	3,500
Mowing, utilities, annual cleanup and flags.									
101-290-932.210	Oakwood Cemetery Expense	2,475	2,555	2,555	3,500	1,070	2,500	3,000	3,000
Mowing, utilities, annual cleanup and flags.									
101-290-935.000	Contribution=GrandBlanc Parks&Rec	159,262	159,282	159,277	169,282	172,121	169,282	169,282	180,000
This represents the Township's contribution to Grand Blanc Parks & Rec's operating budget.									
101-290-942.330	Park&Rec EXTRA Rental-TwpShare	11,435	11,435	11,435	11,435	8,576	11,435	11,435	11,435
This represents building rent for Parks & Rec which is partially funded by the Township.									
101-290-962.000	Property Damage					1,918	1,666		
101-290-964.000	Refunds & Reimbursements Expense	7,630							
101-290-975.000	Capital Outlay-Building				20,000		20,000		
101-290-991.010	Debt - Bond Principal - Holly Spr	56,000	55,000	54,000	54,000	54,000	54,000	54,000	54,000
101-290-991.012	Debt- Bond Principal - Water Edge	37,000	37,000	36,000	36,000	36,000	36,000	36,000	36,000
101-290-991.013	Debt - Bond Principal - Braemoor	77,000	77,000	77,000	77,000	77,000	77,000	77,000	77,000
101-290-991.015	Debt - Bond Principal - Sandalwoo		12,000	16,000	16,000	16,000	16,000	15,000	15,000

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BUDGET REPORT FOR GRAND BLANC TOWNSHIP
 Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 290 - TOWNSHIP PUBLIC SERVICES EXPENSE									
101-290-991.017	Debt-Bond Principal-Concord Green				80,000			50,000	50,000
101-290-996.010	Debt-Bond Interest- Holly Springs	10,737	9,087	7,289	5,345	3,179	5,345	3,266	3,266
101-290-996.012	Debt - Bond Interest -Waters Edge	5,390	4,650	3,920	3,200	1,780	3,200	2,480	2,480
101-290-996.013	Debt - Bond Interest - Braemoor	13,956	13,263	12,301	11,069	5,871	11,069	9,587	9,587
101-290-996.015	Debt - Bond Interest - Sandalwood		2,220	2,258	1,978	1,059	1,978	1,706	1,706
101-290-996.017	Debt-Bond Interest-Concord Green				30,000			20,000	20,000
Totals for dept 290 - TOWNSHIP PUBLIC SERVICES EXP		1,504,217	1,279,151	1,790,052	1,539,409	744,513	1,348,528	1,372,936	1,393,654



August 09, 2018

To: Dennis Liimatta, Township Superintendent
Cathy Szostak, Finance Director

From: Ron Wiles, Chief of Police

Re: 2019 Budget Requests

101-300-706.00 Salary and Wages

In 2008 the Police Department was budgeted for 48 sworn officers and had 46 of those positions filled. Today the Police Department is budgeted for 42 sworn officers and has 40 of those positions filled. The Police Department receives a very high level of support from the community because of the quality and type of services we provide. In the next 6 years, we will have 13 department members that are eligible for retirement. This will leave a large gap within the department if we do not look to spread the hiring of our officers out, while building our numbers back up, instead of hiring several at the same time. The township is poised for growth and it will be important to have the proper staffing so residents can continue to receive exceptional policing service. Today, officers are responding to more calls for service, performing more self-initiated activity, while participating in more community outreach events. The total cost of a new hire patrol officer is \$90,949 with family benefits. I am requesting the approval to hire three (3) additional entry-level officers during the 2019 budget year for a total of \$272,847.

101-300-706.00 Salary and Wages

Over the past several years, the size of our Detective Bureau has decreased. In 2010 a Captain, a Sergeant, and four (4) full-time detectives staffed the Detective Bureau. Currently the Detective Bureau is comprised of a Sergeant and three (3) full-time detectives. Investigations are becoming more complex and require more time to investigate properly and thoroughly. The addition of another full-time detective would allow the department to improve on the already high level of service and quality of the investigations that are completed. Contractually a detective receives a 5% pay increase. For a topped out police officer this is approximately \$5,781 per year. I am requesting the approval to add one fulltime detective bureau.

101-300-710.000 Overtime Wages

The return of professional golf to Grand Blanc Township will require the Police Department to provide additional law enforcement resources to help ensure the safety of all those who attend the tournament and visit the area during this week long event. I am requesting an additional \$15,000 to cover these additional costs.

101-300-740.400 Community Outreach

The 2017 addition of a Community Outreach line item has greatly assisted in the organizing, planning, and delivering of our Community Outreach programs. The line item has been used for programs such as; National Night Out, Crime Prevention, Camp Safety, Citizens Police Academy, departmental presentations, and departmental handouts. I am requesting the approval of an additional \$5000 to be

placed in this line item for funding of these programs bringing the total to \$10,000. Our Community Outreach programs have excelled over the past year. The additional funding will allow us to continue to provide outstanding programs and build positive relationships with the community.

Lines to be removed (No longer used)

101-030-540.366	Pol/Grant-CMH (Mental Health)
101-030-543.320	Grant-HEMP
101-300-710.200	OT / PSN (Proj Safe Neighborhood)
101-300-710.320	HEMP GRANT OT
101-300-710.366	Grant O/T-CMH
101-300-710.543	Overtime/FANG Officers
101-300-745.000	Bullet Proof Vest

Combine Lines (Same activity)

101-300-710.354 and 101-300-740.977	Youth Alcohol Grant
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09/11/2018 11:44 AM
 User: Szostak
 DB: Grand Blanc

BUDGET REPORT FOR GRAND BLANC TOWNSHIP
 Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 300 - POLICE	DEPARTMENT EXPENSE								
101-300-818.100	Computer Contractual Serv	24,364	30,397	11,810	30,000	3,350	25,000	25,000	25,000
	This account includes BS&A Software, LexisNexis, IDNetworks/ Finger Roll annual service, Crimeview annual maintenance.								
101-300-818.300	Copier Lease Expense	12,740	12,994	9,614	12,000	6,181	12,000	12,000	12,000
	This represents the cost for the copier lease.								
101-300-818.333	Cleaning Service/Police Station	33,750	29,195	16,381	15,000	8,778	15,000	15,000	15,000
101-300-826.000	Legal/Attorney Fees	11,310	21,912	1,196	20,000	955	4,000	20,000	20,000
101-300-828.000	Consulting Services Expense	400							
101-300-830.000	Membership & Dues	3,476	2,128	2,970	4,000	2,301	3,500	4,000	3,500
	Funds budgeted to include dues and memberships. Memberships include: MAGLEOCLEN, firearms instructors, FBI dues, Gen Co Police Chiefs, All Data, Grand Blanc Chamber of Commerce, LEORTC membership dues, etc.								
101-300-842.000	FANG- Narcotics Task Force	49,564	49,564	49,564	50,000		50,000	50,000	50,000
	This account reflects the cost to participate in the Flint Area Narcotics Task Force.								
101-300-850.000	Telephone Communications Expense	13,048	18,303	20,230	17,000	11,780	17,000	17,000	17,000
	Charges for AT&T phone service, cell phones, and long distance service charges.								
101-300-855.000	Communications Radio Maint & Repa	5,713	2,113	3,070	8,000	179	5,000	8,000	5,000
	Charges for maintenance of police radios Blumerich, Motorola & L3 Communications								
101-300-863.000	Vehicle Maint & Repairs Expense	38,125	47,697	65,774	50,000	53,992	55,000	55,000	55,000
	Funds to cover costs of routine maintenance and repairs for department vehicles.								
101-300-864.000	Vehicle Lease		6,069	11,111	26,000	7,508	22,000	26,000	12,000
101-300-866.000	Gas, Oil, Wash, Tires, Etc Expense	124,102	114,239	124,365	130,000	81,181	125,000	130,000	130,000
	Funds to cover costs of gas, oil, car washes for department vehicles								
101-300-868.000	Training (Seminar) Expense	21,322	20,434	27,351	25,000	20,022	25,000	30,000	30,000
	This represents training for full time employees of at the Police Department.								
101-300-868.100	Computer Training Expense			7,800					
101-300-920.000	Utilities (Elec/Gas/Water/Sewer	138,257	152,378	134,938	120,000	80,056	137,000	120,000	138,000
101-300-930.000	Maintenance & Repairs Expense	36,475	29,798	20,329	25,000	30,188	25,000	27,000	27,000
101-300-956.000	Misc. Expense	1,017	1,616	1,002	5,000	1,543	5,000	5,000	2,000
	Unexpected expenses that cannot be logically assessed to another account.								
101-300-956.100	Misc- LESO Expenditures		2,220	3,223					
101-300-959.000	Tuition Reimbursement Expense			2,675	2,000	2,243	4,000	5,000	5,000
	This amount reflects reimbursement to employees working towards their Associate Degree, BS, or BA degrees.								
Totals for dept 300 - POLICE DEPARTMENT EXPENSE		6,489,025	6,952,708	7,229,325	7,270,236	4,472,114	7,224,006	7,733,698	7,527,371

Grand Blanc Township
Police Department
Personnel Summary (Budgeted Number of Positions)

<u>Position/Title</u>	<u>Approved Budget 2017</u>	<u>Approved Budget 2018</u>	<u>Proposed Budget 2019</u>
Chief	1.0	1.0	1.0
Captain	1.0	1.0	1.0
Lieutenant	1.0	1.25 (a)	2.0
Sergeants	6.0	6.0	6.0
Detectives	3.0	3.0	3.0
Patrol	30.0	30.0	30.0
Administrative Assistant	1.0	1.0	1.0
Evidence Tech	1.0	1.0	1.0
Dispatch	5.0	5.0	5.0
Mechanic	0.5 (b)	0.5 (b)	0.5 (b)
Total	49.5	49.75	50.5

Contingent/Part-time Varies (c) Varies (c) Varies (c)

- a. Lieutenant was budgeted to be filled at the end of 2018 (3 months).
- b. 50% of Mechanic is budgeted to Police Dept, and 50% to DPW Fund 592.
- c. The Police Dept employs part-time dispatchers and other part-time workers, 2017 was budgeted at \$100,000, 2018 & 2019 are budgeted for \$90,000.

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BUDGET REPORT FOR GRAND BLANC TOWNSHIP

Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 THRU 08/31/18 ACTIVITY	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 340 - FIRE COMMISSION CONTRIBUTION EXPENSE									
101-340-811.000	Contribution to * Fire Commission	406,090	406,090	462,290	488,040	122,010	488,040	520,100	520,100
This expense represents the Township's contribution to the Fire Commissions operating budget. The Fire Commission is jointly funded by the Township and the City .									
101-340-979.000	Fire Commission Vehicle Replaceme	120,210	120,210	120,210	120,210		120,210	120,210	120,210
This represents the annual payment toward the Fire Commission vehicle replacement budget.									
Totals for dept 340 - FIRE COMMISSION CONTRIBUTION		526,300	526,300	582,500	608,250	122,010	608,250	640,310	640,310

BUDGET REPORT FOR GRAND BLANC TOWNSHIP
 Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 THRU 08/31/18 ACTIVITY	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 380 - BUILDING/ INSPECTION DEPT EXPENSE									
101-380-706.000	Salaries And Wages	43,411	49,564	81,936	155,383	97,509	149,650		
101-380-707.000	Contingent Employees Wages	79,936	74,380	55,797		43,940	72,000		
101-380-710.000	Overtime wages	3,546	1,589	1,058	5,000	558	2,500		
Overtime occurs during periods of peak activity such as evening meetings.									
101-380-715.000	Fica Taxes, Employer	7,715	7,593	8,238	9,944	8,385	13,865		
The Township contributes 6.20% of the employee's wages.									
101-380-715.900	Medi Fica Tax, Employer	1,804	1,776	1,927	2,326	1,961	3,243		
The Township contributes 1.45% of the employee's wages.									
101-380-716.000	Short & Long Term Disability Insu	305	314	666	1,115	736	926		
Grand Blanc Township pays 100% of premiums for sick & accident insurance for full time employees.									
101-380-717.000	Medical Insurance	21,375	22,525	34,450	61,740	50,280	74,088		
Grand Blanc Township pays 100% of premiums for Medical Insurance premiums for qualified, full time employees. Per contract stipulations, each employee repays the Township a % of their premium. The Township's Medical Insurance policy includes Optical Coverage. Employees who opt out of the Township Medical Insurance Policy qualify for an "in lieu" payment of \$100 per month and Optical Insurance.									
101-380-718.000	Dental Insurance	1,493	1,493	2,418	3,924	3,242	4,709		
Grand Blanc Township pays 100% of premiums for dental insurance for full time employees.									
101-380-720.000	Life & AD & D Insurance	89	92	193	235	200	313		
Grand Blanc Township pays 100% of premiums for Life and Accidental Death & Dismemberment Insurance for full time employees. These policies are calculated on base salary.									
101-380-721.200	Retiree Health Care Savings Progr					1,063	1,625		
101-380-722.000	Pension Expense	6,125	6,549	10,001	17,037	10,711	16,587		
Grand Blanc Township contributes 15% of the base compensation for each full time employee to a Defined Contribution Pension Plan: after one year of employment.									
101-380-724.000	Worker's Comp Insurance	226	272	259	2,409	196	750		
101-380-727.000	Office Supplies	1,262	1,867	1,873	1,600	515	1,600		
101-380-727.100	Computer Supplies	1,054	392	1,219	2,500	405	2,000		
101-380-740.000	Operating Supplies	1,123	4,354	4,090	6,000	375	2,500		
Charges include the parcel delivery service, printing ordinance books, and code reference material.									
101-380-744.000	Uniform Expense					128			
101-380-787.000	Furniture & Equipment Under \$2,50			487	3,000	400	2,500		
101-380-816.000	Weed Control ~ Mowing Expense	2,672	3,673	2,188	4,500	1,306	3,000		
101-380-817.640	Expense to Secure,CleanUp,Demo St		335	725	900	1,250	1,500		
101-380-818.000	Contractual Services		196	259,960	228,000	164,386	228,000		
Charges for external services, such as: copier leases; phone system extended maintenance agreement.									
101-380-818.100	Computer Contractual Serv	2,592	1,846	2,276	2,500	2,312	2,500		
Annual maintenance of GIS Software upgrade									
101-380-818.300	Copier Lease Expense	2,409	1,690	2,118	2,200	1,189	2,000		
101-380-818.721	Plan Review Expense	37,575	47,454	5,457	39,000	867	1,000		
101-380-818.803	Contract/David Gibson (D&G of Mic	60,483							
101-380-818.813	Contract/Inspector Michael Kyle	35,090	32,970						
101-380-818.818	Contract/Inspect Ted Sczepanski	33,900	29,698						
101-380-818.820	Contract/Inspect-Thomas,Glenn	79,150	73,340						
101-380-818.822	Contract/Inspector - Scott Herzbe	2,260	3,910						
101-380-818.823	Contractor/Inspector David Martin		80,223						
101-380-818.824	Contractor - Mike Butzke		560						
101-380-818.825	Contract/Inspector Ron Shelton		120						
101-380-828.000	Consulting Services Expense			408					
101-380-830.000	Membership & Dues	148	135	397	800	205	800		
101-380-850.000	Telephone Communications Expense	758	1,713	2,324	3,000	1,668	3,000		
This account is used for the Building Department's cell phone expenses									
101-380-863.000	Vehicle Maint & Repairs Expense	807	73		1,200	612	1,200		
101-380-866.000	Gas,Oil,Wash,Tires,Etc Expense	199	344	1,320	1,050	1,050	1,050		
101-380-868.000	Training (Seminar) Expense				3,000	255	3,000		
101-380-868.100	Computer Training Expense			651			2,000		
101-380-970.000	Captital Outlay				30,000				
Totals for dept 380 - BUILDING/ INSPECTION DEPT E		427,507	451,040	482,436	590,363	395,704	597,906		

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BUDGET REPORT FOR GRAND BLANC TOWNSHIP
Fund: 101 General Fund

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APPROPRIATIONS

CHARTER TOWNSHIP OF GRAND BLANC

5371 South Saginaw Street P.O. Box 1833 Grand Blanc, MI 48480-0057
810-424-2600 Fax 810-694-2881
www.twp-grand-blanc.mi.us

PLANNING DEPARTMENT 2019 BUDGET NARRATIVE

101-721-706.000 (Planning) Salary and Wages

In 2018, Planning and Building were successfully combined to create a more efficient development review process and to improve the overall customer service experience. The 2019 Planning Budget comprises two (2) full-time employees. There are no new employees requested at this time.

Ten (10) percent of the Planning Department Clerk and fifty (50) percent of the Directors' salary will be paid from the Building fund to properly allocate funding for these positions.

Operational Matters

The anticipated cost for a new Master Plan in FY 2019 is \$40,000. The Planning Department is requesting \$30,000 from the General Fund to pay for a portion of the cost with an additional \$10,000 to be allocated from the Building Department budget 101-380-818-000.

Planning Dept.	\$30,000.00
Building Dept.	<u>\$10,000.00</u>
Total cost.	\$40,000.00

Capital Items

A new capital item is being requested for the Perry Farmstead Park and Trails property as follows:

2019	\$10,000.00 total
\$ 6,000.00	Kitchen improvements
\$ 4,000.00	Misc. building and site repairs/maintenance

*Lines to be removed (No longer used)

101-000-613.050	Planning and Planning Meeting Fees
101-000-613.100	Fence Permit Income
101-000-613.200	Sign and Temporary Sign Income
101-000-613.300	Shed Permit

**Revenue from above activity will be combined and recognized in account 101-000-613-000 Planning and Zoning Fees.*

The following Revenue lines have been moved to Code Enforcement, in the Building Fund 249:

101-000-640-000	Revenue = Secure, clean up, demo structure (New GL 249-073-640.000)
101-000-641-000	Weed Control (New GL 249-073-641.000)

Fees

Fees are proposed to be adjusted as follows:

New Fee	
Zoning Verification letter	\$75.00

A Zoning Verification Letter is sent out at the request of an individual looking to obtain information on zoning, non-conformity, permitted uses, etc. on a given property. A Zoning Confirmation Letter is often requested by real estate agents looking to verify conformity of a property prior to closing a sale. This often times requires substantial research of ordinances and permit files and may require a site visit.

BUDGET REPORT FOR GRAND BLANC TOWNSHIP
 Fund: 101 General Fund

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 ACTIVITY THRU 08/31/18	2018 PROJECTED ACTIVITY	2019 DEPT REQUESTED BUDGET	2019 SUPERINT RECOMM BUDGET
APPROPRIATIONS									
Dept 721 - PLANNING & ZONING DEPT - EXPENSE									
101-721-706.000	Salaries And Wages	43,737	43,292	45,537	116,283	52,628	82,533	81,383	81,383
101-721-707.000	Contingent Employees Wages	1,605				603	800	800	800
101-721-710.000	Overtime wages	1,088	3,223	2,550	800				
Overtime occurs during periods of peak activity such as evening meetings. Every effort is made to minimize overtime.									
101-721-715.000	Fica Taxes, Employer	2,745	2,736	2,813	7,259	3,125	5,167	5,095	5,095
The Township contributes 6.20% of the employee's wages.									
101-721-715.900	Medi Fica Tax, Employer	642	640	658	1,698	731	1,208	1,192	1,192
The Township contributes 1.45% of the employee's wages.									
101-721-716.000	Short & Long Term Disability Insu	308	314	359	1,085	420	591	413	413
Grand Blanc Township pays 100% of premiums for sick & accident insurance for full time employees.									
101-721-717.000	Medical Insurance	19,074	15,919	17,079	49,392	21,673	37,044	34,490	34,490
Grand Blanc Township pays 100% of premiums for Medical Insurance premiums for qualified, full time employees. Per contract stipulations, each employee repays the Township a % of their premium. The Township's Medical Insurance policy includes Optical Coverage. Employees who opt out of the Township Medical Insurance Policy qualify for an "in lieu" payment of \$100 per month and Optical Insurance.									
101-721-718.000	Dental Insurance	1,158	823	824	2,435	1,677	2,355	2,198	2,198
Grand Blanc Township pays 100% of premiums for dental insurance for full time employees.									
101-721-720.000	Life & AD & D Insurance	89	92	104	246	101	134	147	147
Grand Blanc Township pays 100% of premiums for Life and Accidental Death & Dismemberment Insurance for full time employees. These policies are calculated on base salary.									
101-721-721.200	Retiree Health Care Savings Progr					1,062	1,625	1,625	1,625
Employees hired after August 1, 2017 must contribute \$50 per pay period toward their own retiree health care; the Township contributes \$125 per pay also. This account represents the Township's cost for the Retiree Health Care Savings Program.									
101-721-722.000	Pension Expense	6,180	6,340	6,471	6,582	4,339	6,582	11,884	11,884
Grand Blanc Township contributes 15% of the base compensation for each full time employee to a Defined Contribution Pension Plan; after one year of employment.									
101-721-724.000	Worker's Comp Insurance	96	113	177	342	134	186	490	490
101-721-727.000	Office Supplies	182	479	384	800	207	800	800	800
101-721-727.100	Computer Supplies	578		23	750	1,095	1,095	750	750
101-721-740.000	Operating Supplies		75	95	125	242	250	250	250
Charges for supplies such as parcel delivery services, and printing ordinance books.									
101-721-787.000	Furniture & Equipment Under \$2,50				2,000	1,143	2,000	2,000	2,000
101-721-818.000	Contractual Services			25					
For external services.									
101-721-818.100	Computer Contractual Serv	600	600	600	600	600	600	600	600
Annual maintenance of GIS Software and ESRI.									
101-721-818.300	Copier Lease Expense	2,475	1,690	2,118	2,000	1,188	2,000	2,000	2,000
Copier Lease Expense.									
101-721-828.000	Consulting Services Expense					2,704	2,705	40,900	40,900
Masterplan \$30,000; Board Task Force \$8,400; Misc.consulting services \$2,500.									
101-721-828.100	Planning ` Consultant ` Expense	26,190	74,950	69,342	24,000	19,929	15,000		
This account represents the retainer fee per month for planning services, plus expenses, and updates to the Township Master Plan.									
101-721-830.000	Membership & Dues	963	650		2,000	650	2,000	2,000	2,000
Membership and dues for; MAP, Michigan Economic Development Association, and the American Planning Association.									
101-721-850.000	Telephone Communications Expense				480	240	480	480	480
101-721-863.000	Vehicle Maint & Repairs Expense		165						
101-721-866.000	Gas,Oil,Wash,Tires,Etc Expense				300		300	300	300
101-721-868.000	Training (Seminar) Expense	350	2,885	5,497	3,000	445	3,000	3,000	3,000
This represents training for full time employees of the Planning and Zoning Department, as well as planning commission members.									
101-721-956.000	Misc. Expense			75					
Totals for dept 721 - PLANNING & ZONING DEPT - EX		108,060	154,986	154,731	222,177	114,936	168,455	192,797	192,797

Grand Blanc Township
 Planning & Zoning Department
 Personnel Summary (Budgeted Number of Positions)

<u>Position/Title</u>	<u>Approved Budget 2017</u>	<u>Approved Budget 2018</u>	<u>Proposed Budget 2019</u>
Planning Director	1.0	1.0	0.5 *
Clerical II	1.0	1.0	1.0
Total	2.0	2.0	1.5

*50% of Director's salary is charged to Building Dept - Fund 249

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BUDGET REPORT FOR GRAND BLANC TOWNSHIP
 Fund: 101 General Fund

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APPROPRIATIONS									
Dept 966 - APPROPRIATIONS ** EXPENSE									
101-966-999.208	Transfer Out - Parks & Rec			8,109	8,000		8,000	8,000	8,000
101-966-999.296	Employ Benefit OPEB	400,000	561,826	1,080,405	258,860		258,860	51,200	381,223
	Annual contribution for post retirement healthcare (MERS RHFV program).								
101-966-999.340	Transfer Out/Millage-Fire Authori	566,826	589,874	584,408	608,250		609,113	1,280,620	1,280,620
	Fire millage collected by the Township and transferred to the Fire Commission.								
101-966-999.475	*Campus Project/Trans Out	788,095	807,699	815,500	852,750		852,750	896,435	896,435
	0.7 mil of the Township operating millage that is transferred to the Municipal Campus Project fund for payment of existing bond on Police Station.								
101-966-999.497	Approp Trans Out/Cap Proj	40,000	300,000						
	Totals for dept 966 - APPROPRIATIONS ** EXPENSE	1,794,921	2,259,399	2,488,422	1,727,860		1,728,723	2,236,255	2,566,278
TOTAL APPROPRIATIONS		13,070,972	14,201,360	15,331,906	14,938,254	7,681,723	14,636,454	15,291,201	15,433,131
NET OF REVENUES/APPROPRIATIONS - FUND 101		836,628	388,211	(494,570)		839,324	318,164		
	BEGINNING FUND BALANCE	2,687,267	3,288,016	3,912,124	3,419,385	3,419,385	3,419,385	3,737,549	3,737,549
	FUND BALANCE ADJUSTMENTS		235,888	1,818					
	ENDING FUND BALANCE	3,523,895	3,912,115	3,419,372	3,419,385	4,258,709	3,737,549	3,737,549	3,737,549

CHARTER TOWNSHIP OF GRAND BLANC
2019 Fee Schedule

*All changes from 2018 to 2019 are in red

Building Department

Contractor License Registration

\$15.00

Building Permit/Construction Fee

Inspections

\$80.00

Resinspections

\$80.00

Setback/Grade Permit

\$100.00

1st acre + \$25.00 per add. acre

Building Permit Computation (construction \$ range)

\$1.00 - \$1,000.00

\$1,001.00 - \$100,000.00

plus \$7.50 per \$1,000.00

\$100,001.00 - \$500,000.00

plus \$6.50 per \$1,000.00

\$500,001.00 and over

plus \$6.00 per \$1,000.00

Plan Review (residential and commercial)

R3 and R4 groups-new construction and additions

0 - 1,000 sq ft

\$125.00

1,001 - 2,000 sq ft

\$150.00

2,001 - 3,500 sq ft

\$175.00

3,500 sq ft and over

construction cost x 0.0006

All Other Use Groups

project "minor" in nature

\$100.00

up to \$500,000.00

0.0019 of building value

over \$500,000.00

\$950.00

*Plan review fees for assembly, institutional uses, mercantile, covered mall, buildings with smoke control systems, motels, hotels and buildings greater than 2 stories shall be 1.5 times the fee as calculated above.

no less than \$200.00
plus 0.0006 of building value

Electrical, Mechanical, and Plumbing - per trade (residential only)

3,500 - 5,000 sq ft

\$125.00

5,001 - 7,500 sq ft

\$150.00

7,501 sq ft and over

plus \$30.00 per 1,000 sq ft

Electrical, Mechanical, and Plumbing - per trade (commercial only)

plan review-electrical, mechanical & plumbing

1/4 bldg. plan review amt.

per trade (\$100.00 per trade min)

Fire Suppression

(includes review of fire pumps, hose stations, & stand pipes)

0 - 20 heads

\$110.00

21 - 50 heads

\$135.00

51 - 75 heads

\$160.00

76 - 100 heads

\$185.00

101 - 200 heads

\$210.00

201 - 300 heads

\$235.00

301 - 400 heads

\$260.00

401 - 500 heads

\$285.00

501 heads +

\$285.00

Construction cost based on the fee computed for the permits or submitted value (which ever is greater).

limited area fire suppression system

\$125.00

fire suppression system for hood

\$125.00

Miscellaneous Permit

Demolition

sheds, garages, & accessory structures over 100 sq ft

\$50.00

residential- dwelling structures

\$75.00

required bond payment

\$500.00

commercial and industrial structures

\$125.00

required bond payment

\$1,000.00

Mobile Home Set-Up (park site)

\$275.00

Landfill/Excavation Permit

\$50.00

Building Board of Appeals

\$400.00

per site
1st acre + \$25.00 each add. acre

Cancelled or Voided Permits are subject to:

administrative fee

\$75.00

inspections performed prior to voiding

\$75.00

Inspections

special inspections or reinspection

\$80.00

overtime inspections

\$80.00

removal of stop work order

\$80.00

Requested Inspections:

single family residential

\$300.00

multi family residential

\$300.00

commercial/industrial building

\$400.00

each inspection

per hour/one hour min

per hour/two hour min

each unit

each unit

plus \$25.00 per 1,000 sq ft.

Occupancy Inspection Only (building only)

residential

\$100.00

commercial/industrial

\$250.00

Temporary C of O-refundable bond

Bond Charge

\$2,500.00

residential

\$2,500.00

commercial/industrial

\$2,500.00

or 110% of value of uncompleted items

Lawn Mowing Services Rendered

\$165.00

Administrative Costs: 15% fee to all invoices where township monies expend from General Fund

plus \$165.00 per add acre

Clerks Department

F.O.I.A.

Labor
Under 15 min. of work
Per 15 min. of work
Contracted Labor (per 15 min)

no charge
Hourly rate + benefits of employee doing work
\$12.23

Copy/Duplicates
Digital Copy

per 8 1/2" x 11" or 8 1/2" x 14" sheet

\$0.10
\$0.51

Mailing

6 x 9 or 9 x 12 envelope
10 x 13 envelope
Postage based on weight and cost

\$0.09
\$0.11

Cemeteries – Maple-Gibson, Oakwood, Perry-Gibson

Township and City residents
Non-residents
Use of Chapel
Opening and closing of graves done by Genesee Vault arranged by Funeral Home

\$400.00
\$450.00
\$300.00

Solicitations

Monthly
Daily
Surety Bond from Company
Ichat Background Check provided and paid by each individual solicitor

\$200.00
\$20.00
\$500.00

per person
per person

Elections

Election Absentee Voter List
Election Voter List

\$25.00
\$25.00

per election
per election

DPW Department

Water/Sewer Usage

Water

\$6.90 per 100 cubic feet

Water-Rediness to serve: Per meter per month

5/8" or 3/4"
1"
1.5"
2"
3"
4"
6"

\$12.50
16.50
62.50
100.00
218.75
312.50
625.00

Sewer

Sewer-rediness to serve
Sewer Only

\$1.82 per 100 cubic feet
\$4.67 per unit per month
\$12.24 per unit per month based on county table unit factors
\$27.43 CS per unit per month
\$12.24 TS per unit per month

Tap Fees

Water

Sewer

Permits require CCIF fee paid at GCWW

\$2,600 per unit
\$2,750 per unit
\$1,000 each- water and sewer

Water Meter

5/8"
1" (required at 2500 sq. ft. & above)
1.5"
2"
All other sizes, call for price

\$231.20
\$340.00
\$1,864.74
\$2,139.47

MXU (remote meter reader)

MXU (remote meter reader-pit version)

Re-inspection fee

Water turn on/off

\$220.00

\$230.00

\$50.00

\$50.00

Meter Pit

1" pit

1.5" pit

2" pit

\$1,015.79
\$3,158.87
\$3,337.53

Temporary Hydrant Meter

(use approved per DPW Director only)

Deposit

Bulk water

Per 100 cf. after the \$80.00 Min

\$2,500.00
\$80.00 per fill
\$6.90

Sewer Contractor License

Requirements:-

Certificate-of-insurance

Surety-Bond

\$25-00

DPW Water/sewer or DPW Final reinspection fee

\$50.00

DPW Commercial Inspections

\$70.00 / Hr.

Physical Meter Reading fee

\$50.00

Finance Department

Returned check fee (for any reason)

Returned ACH Payment fee (for any reason)

Remove/Modify ACH Payment (for payment posted to

\$30.00

\$30.00

\$0.00

per occurrence

per occurrence

(proposed \$15.00)

Fire Department

Plan Review: Fire Suppression System-Water

0-20 heads	\$100.00	
21-50 heads	\$125.00	
51-75 heads	\$150.00	
76-100 heads	\$175.00	
101-200 heads	\$200.00	
201-300 heads	\$225.00	
301-400 heads	\$250.00	
401-500 heads	\$275.00	
501+ heads	\$275.00	
per system		
per pump		
per building		
add \$1.00 per device		
add \$10.00 per 1,000 sq. ft.		
per oven		
add \$10.00 per 100 sq. ft.		
per system		
<u>Building Size</u>		
0-5,000 Square Feet	\$20.00	
5,001-20,000 Square Feet	\$45.00	
20,001-40,000 Square Feet	\$70.00	
40,001-50,000 Square Feet	\$90.00	
50,001-60,000 Square Feet	\$100.00	
60,001 & over	\$100.00	
	Sq.Ft. x \$0.009	
	\$10.00	
Accessory Structures 400 sq. ft. and over		
<u>Fire Suppression Systems</u>		
NFPA 13, NFPA 13R, NFPA 13D	\$25.00	
Limited Area or Range Hood System	\$15.00	
Fire Alarm Systems	\$25.00	
Smoke Control Systems	\$25.00	
<u>Operational Permit:</u>		
(one or more operations in that building)		
Aerosol Products > 500lbs	\$25.00	
Amusement Buildings	\$25.00	
Aviation Facilities	\$25.00	
Battery System/Storage >50 gallons	\$25.00	
Carnivals and Fairs (see tents & membrane)	\$25.00	
Cellulose Firm	\$25.00	
Combustible Dust Producers/Storage	\$25.00	
Combustible Fibers (storage and handling)	\$25.00	
Compressed Gases > 200 cubic feet	\$25.00	
Covered Mall Buildings	\$25.00	
Cryogenic Fluids	\$25.00	
Cutting and Welding	\$25.00	
Dry Cleaning Plants	\$25.00	
Exhibits or Trade Shows	\$250.00	
Explosives Including Fire Works	\$25.00	
Fire Hydrants & Valves	\$25.00	
Flammable or Combustible Liquids	\$25.00	
Floor Finishing > 350 square feet	\$25.00	
Fruit and Crop Ripening	\$25.00	
Fumigation and Fogging	\$25.00	
Hazardous Materials	\$25.00	
High Hazard Buildings	\$25.00	
High Piled Storage	\$25.00	
Hot Work Operations	\$25.00	
HPM Facilities (semiconductor facility)	\$25.00	
Industrial Ovens	\$25.00	
LP Gas > 500 gallons	\$25.00	
Liquid/Gas Fueled Vehicles or Equip in Assembly Bldg	\$25.00	
Lumber Yard & Wood Working Plants >100,000 BF	\$25.00	
Magnesium	\$25.00	
Membrane Structures >400 square feet	\$25.00	
Misc. Combustible Storage >2,500 square feet	\$25.00	
Open Flame Torches	\$10.00	
Organic Coating	\$25.00	
Places of Assembly	\$25.00	
Private Hydrants	\$25.00	
Pyrotechnics Displays	\$250.00	
Pyroxylin Plastics	\$25.00	
Refrigeration Equipment	\$25.00	
Repair Garages & Fuel Dispensing Facilities	\$25.00	
Roof Top Heliports	\$2,500.00	
Spraying or Dipping Operations	\$25.00	
Temporary Tents > 400 square feet	\$15.00	
Tire Rebuilding Plants	\$25.00	
Tire Storage > 2,500 cubic feet	\$1,000.00	
Waste Handling Operations	\$1,000.00	
Wood Chip/Compost or Storage > 200 cubic feet	\$25.00	
Safety Inspection: (per business request only)	\$25.00	
Appeals: (per business request only)	\$300.00	

GIS/IT Department

GIS Paper Map Products:
Plotter Maps-Full Color

\$40.00 36 x 42
\$35.00 24 x 30
\$30.00 17 x 22

Laser Printer Maps-Full Color

11 x 17
8.5 x 11

GIS Digital Map Data:

Uncompressed TIF Format

\$20.00 Quarter Section
\$10.00 Full Section
\$20.00 Entire Township
\$80.00 Entire Township
\$1,440.00 Full Section
\$100.00 Entire Township
\$3,600.00 Full Section
\$40.00 Entire Township
\$1,440.00 Full Section
\$25.00 Entire Township
\$900.00 Entire Township

Compressed Mr. SID Image
GIS Parcel Data

GIS Road Data

GIS Thematic Layers

Planning and Zoning Department

Application Fees

Review for Preliminary Plat Tentative Approval*

Review for Preliminary Plat Final Approval*

Review for Final Plat Approval*

Admin Site Plan Review

Opt Concept. Plan Review

Prelim Site Plan Residential Condominium Review*

Prelim Site Plan Review (multiple family)

Prelim Site Plan Review (non-residential)*

Final Site Plan Residential Condominium Review

Final Site Plan Review (multiple family)

Final Site Plan Review (non-residential)*

Special Land Use Review**

Residential Open Space Plan

Parallel Residential Plan

Text Amendments

Rezoning

Review Fees

600.00 plus \$3/unit

400.00 plus \$1/unit

400.00 plus \$1/unit

600.00 plus \$3/unit

550.00 plus \$1/unit

550.00 plus \$7/1000 sqft GFA plus \$10/acre if no
principle bldg

75% of original preliminary review fee

75% of original preliminary review fee

75% of original preliminary review fee

250.00 plus site plan review fee if applicable

750.00 plus \$3/unit

300.00 plus \$1/unit

500.00 hourly

850.00 plus \$3/acre over 20 acres

PUD Concept Plan Review*

PUD Concept Plan with Rezoning Review*

Mobile Home Park Review*

Private Road Review*

Special Planning Commission Meeting

Consultant Attendance at Meetings

Zoning Verification Letter

Traffic Impact Study Reviews

Rezoning Study

Abbreviated Impact Assessment

Full Impact Study

Revised Traffic Impact Study Review

PUD Concept Plan Traffic Review

Engineering Reviews

Site Condominium or Single Family Residential

Condo Site Plan or Preliminary Plat Review

Final Preliminary Plat

Final Plat

Add'l Reviews based on 1st recommendation

Mass Grading & Storm Drainage

Add'l Reviews based on 1st recommendation

Commercial and Industrial Site Plan Review

Add'l Reviews based on 1st recommendation

Private Road with Storm Drainage Review

750.00 plus \$7/1,000 sq ft GFA plus \$2/res unit

450.00 plus PUD concept plan review fee

600.00 plus \$3/unit

450.00 plus \$10/lot

650.00 plus applicator

325.00 per occurrence

\$75.00

\$350.00

\$500.00

\$700.00

\$950.00

request quote

75% of original fee

450.00 plus \$7/1,000 sq ft plus \$2/unit

600.00 up to 15 lots plus \$10 add lot

400.00 up to 15 lots plus \$5 add lot

\$800.00

300.00 up to 15 lots plus \$5 add lot

800.00 up to 15 lots plus \$5 add lot

300.00 up to 15 lots plus \$5 add lot

600.00 up to 2 acres plus \$25 add acres

300.00 up to 2 acres plus \$10 add acres

\$600.00

Tree Removal/Management Plan

First Review

1 - 50 trees
51 - 100 trees
101 - 500 trees
501 - 1,000 trees

Each Subsequent Review

\$220.00

\$370.00

\$445.00

\$570.00

\$130.00

\$230.00

\$280.00

\$380.00

\$80.00

1 - 50 trees

51 - 100 trees

101 - 500 trees

501 - 1,000 trees

51 - 100 trees

101 - 500 trees

501 - 1,000 trees

other reviews, inspections, violation reports, and meet

Zoning Compliance Permit

commercial and industrial site permit

signs (individual)

sign package

temporary sign

fence

shed

100.00 first acre plus \$50 addtl acre

100 ea. Up to 2

250 (3 or more)

50.00 plus \$100 refundable deposit

\$50.00

\$50.00

200 sq ft or less residential use

100 sq ft or less commercial/industrial use

*all other sizes of sheds refer to building dept.
 commercial, industrial and residential
 decks and accessory structures
 plus application fees

1000.00 plus \$100 each add. variance
 \$425.00
 900.00 plus \$150, each add sign/variance
 \$1,000.00
 \$500.00

Zoning Board of Appeals
 Dimensional Variance
 Single Family Residential
 Sign Variance
 Temporary Uses
 Special ZBA Meetings

<u>Police Department</u>	PRICE
TYPE	\$10.00 (residents no charge)
Fingerprints	
P.B.T.s	\$10.00

F.O.I.A.
 *Costs will be estimated and charged in 15-minute increments.
 All partial time increments will be rounded down.

- 1. Labor Cost for Copying/Duplication:**
 under 15 min. If less than one increment-no charge
 per 15 min increments **\$9.84** per increment
- 2. Labor Cost to Locate:**
 under 15 min. If less than one increment-no charge
 per 15 min increments **\$3.38** per increment

3a. Employee Labor Cost for Separating Exempt from Non-Exempt (Redacting):
 under 15 min. If less than one increment-no charge
 per 15 min increments **\$9.84** per increment

3b. Contracted Labor Cost for Separating Exempt from Non-Exempt (Redacting)
 per 15 min increments **\$12.23** per increment

4. Copying/Duplication Cost:
 8 1/2 x 11 - .10 cents per sheet
 8 1/2 x 14 - .10 cents per sheet
 Flash Drive \$11.89
 DVD .51 cents/each

5. Mailing Cost:
 6x9 envelope - .09 cents/each
 9x12 envelope - .09 cents/each
 10x13 envelope - .11 cents/each

DEPARTMENT HIGHLIGHTS

ADMINISTRATION									
ASSESSING									
Project Costs									
Project Title	FY	FY	FY	FY	FY	FY	FY	FY	TOTAL
	2017	2018	2019	2020	2021	2022	2023	2024	
Pool car replacement	\$21,000.00	\$21,000.00	\$21,000.00						\$63,000.00
Tablets	\$5,000.00					\$5,100.00			\$10,100.00
TOTALS	\$26,000.00	\$21,000.00	\$21,000.00	\$0.00	\$0.00	\$5,100.00	\$0.00	\$0.00	\$73,100.00

Priority	Life Expectancy	Average Annual Costs
Desirable	10 years	\$ 6,300.00
Desirable	5 years	\$ 1,020.00
		<u>\$ 7,320.00</u>

ADMINISTRATION									
SUPERINTENDENT									
Project Costs									
Project Title	FY	FY	FY	FY	FY	FY	FY	FY	TOTAL
	2017	2018	2019	2020	2021	2022	2023	2024	
Executime Workforce Management		\$23,423.00							\$23,423.00
Human Resources.NET				\$20,925.00					\$20,925.00
TOTALS	\$0.00	\$23,423.00	\$0.00	\$20,925.00	\$0.00	\$0.00	\$0.00	\$0.00	\$44,348.00

Priority	Life Expectancy	Average Annual Costs
Desirable	10 years	\$ 2,400.00
Desirable	Unknown	
		<u>\$ 2,400.00</u>

ADMINISTRATION									
POLICE DEPARTMENT									
Project Costs									
Project Title	FY	FY	FY	FY	FY	FY	FY	FY	TOTAL
	2017	2018	2019	2020	2021	2022	2023	2024	
Marked Patrol Vehicles	\$116,500.00	\$136,500.00	\$116,500.00	\$116,500.00	\$136,500.00	\$116,500.00	\$116,500.00	\$136,500.00	\$992,000.00
Unmarked Patrol/Pool Vehicles			\$50,000.00						\$50,000.00
TASER X2 Replacement		\$5,230.00	\$5,230.00	\$5,230.00	\$5,230.00				\$20,920.00
Patrol Rifles Replacement		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00			\$75,000.00
K-9 Replacement				\$15,000.00		\$15,000.00			\$30,000.00
Handgun Replacement		\$14,500.00							\$14,500.00
Radar/Message Board (2)		\$7,000.00	\$7,000.00						\$14,000.00
In Car Radar Units	\$2,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$30,000.00
In Car Cameras			\$35,000.00	\$15,000.00	\$35,000.00				\$85,000.00
Building & Grounds	\$5,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$75,000.00
Tactical Plate Carrier/Trauma Plate Vest			\$36,000.00						\$36,000.00
Key Card Server and Software		\$7,000.00							\$7,000.00
Automatic External Defibrillator (A.E.D.)			\$35,000.00						\$35,000.00
Police Cruiser Garage Roof & Wall Repair			\$17,450.00						\$17,450.00
HVAC Controls and Server			\$15,500.00						\$15,500.00
Masonry Repair	\$16,000.00								\$16,000.00
TOTALS	\$139,500.00	\$199,230.00	\$346,680.00	\$180,730.00	\$205,730.00	\$160,500.00	\$130,500.00	\$150,500.00	\$1,513,370.00

Priority	Life Expectancy	Average Annual Costs
Essential	4-6 Years	\$ 122,215.00
Essential	5-7 Years	\$ 8,333.33
Essential	10-15 Years	\$ 2,092.00
Essential	15-20 Years	\$ 3,750.00
Desirable	6-10 Years	\$ 5,000.00
Desirable	15 Years	\$ 1,000.00
Desirable	10-12 Years	\$ 1,400.00
Desirable	10-12 Years	\$ 4,000.00
Desirable	Unknown	\$ 7,500.00
Acceptable	Unknown	\$ 10,000.00
Acceptable	7-10 Years	\$ 3,600.00
Essential	10	\$ 700.00
Essential	6-8 Years	\$ 5,000.00
Essential	Life of the Building	\$ -
Essential	10 Years	\$ 1,550.00
Essential	15 Years	\$ 1,000.00
		<u>\$ 177,140.33</u>

DEPARTMENT OF PUBLIC WORKS									
BUILDING & GROUNDS									
Project Costs									
Project Title	FY	FY	FY	FY	FY	FY	FY	FY	TOTAL
	2017	2018	2019	2020	2021	2022	2023	2024	
Replace Structural Supports Garage & Fire #2		\$20,000.00							\$20,000.00
HVAC General Office					\$250,000.00				\$250,000.00
Fire Station #3 Tile Flooring		\$7,000.00							\$7,000.00
Electronic Key Card System	\$22,148.00								\$22,148.00
Paint, Lighting Carpet, etc.	\$8,000.00	\$14,350.00	\$20,175.00						\$42,525.00
Fire Station #3 Parking Lot Repair			\$5,000.00						\$5,000.00
Fire Station #3 Central AC Unit Replacement			\$5,000.00						\$5,000.00
Perry Farmstead Kitchen Improvements			\$10,000.00						\$10,000.00
TOTALS	\$30,148.00	\$41,350.00	\$40,175.00	\$0.00	\$250,000.00	\$0.00	\$0.00	\$0.00	\$361,673.00

Priority	Life Expectancy	Average Annual Costs
Essential	Unknown	N/A
Desirable	20 Years	\$ 12,500.00
Acceptable	20 Years	\$ 500.00
Desirable	Unknown	\$ 2,000.00
Desirable		\$ 5,000.00
Essential	Unknown	\$ -
Desireable	20 Years	\$ 250.00
Desireable	Unknown	
		\$ 20,250.00

ADMINISTRATION									
CEMETERIES									
Project Costs									
Project Title	FY	FY	FY	FY	FY	FY	FY	FY	TOTAL
	2017	2018	2019	2020	2021	2022	2023	2024	
Tree Removal	\$15,000.00			\$5,000.00			\$5,000.00		\$25,000.00
Tree Replacement	\$5,000.00			\$2,000.00			\$2,000.00		\$9,000.00
									\$0.00
TOTALS	\$20,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$34,000.00

Priority	Life Expectancy	Average Annual Costs
Desirable	3 Years	\$ 1,700.00
Desirable	3 years	\$ 700.00
		\$ 2,400.00

ADMINISTRATION									
GIS/IT DEPARTMENT									
Project Costs									
Project Title	FY	FY	FY	FY	FY	FY	FY	FY	TOTAL
	2017	2018	2019	2020	2021	2022	2023	2024	
Enterprise Content Mgt. - Document Storage	\$50,000.00	\$130,000.00							\$180,000.00
Replace Switches - Office, PD, DPW Barns	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$24,000.00
Replace Security Cameras	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$60,000.00
Replace Phone System			\$30,000.00						\$30,000.00
Upgrade Microsoft Exchange Server	\$15,000.00						\$15,000.00		\$30,000.00
Replace Desktop Computers	\$9,750.00	\$9,750.00	\$9,750.00	\$9,750.00	\$9,750.00	\$9,750.00	\$9,750.00	\$11,000.00	\$79,250.00
Replace Laptop Computers	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$5,000.00	\$33,000.00
Replace Web Server								\$10,000.00	\$10,000.00
									\$0.00
									\$0.00
TOTALS	\$89,250.00	\$154,250.00	\$54,250.00	\$24,250.00	\$24,250.00	\$24,250.00	\$39,250.00	\$36,500.00	\$446,250.00

Priority	Life Expectancy	Average Annual Costs
Desireable	Unknown	\$ 6,000.00
Essential	6-8 Years	\$ 3,000.00
Essential	6-8 Years	\$ 7,500.00
Desirable	10 Years	\$ 3,000.00
Essential	6-8 Years	\$ 2,500.00
Essential	6 Years	\$ 9,750.00
Desirable	5 Years	\$ 4,000.00
Desirable	6-8 Years	\$ 1,800.00
		\$ 37,550.00

ADMINISTRATION									
BUILDING									
Project Costs									
Project Title	FY	FY	FY	FY	FY	FY	FY	FY	TOTAL
	2017	2018	2019	2020	2021	2022	2023	2024	
Code Enforcement car replacement			\$28,000.00	\$28,000.00					\$56,000.00
Tablets and Software			\$20,000.00						\$20,000.00
									\$0.00
									\$0.00
TOTALS	\$0.00	\$0.00	\$48,000.00	\$28,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$76,000.00

Priority	Life Expectancy	Average Annual Costs
Desirable	5-7 years	\$ 4,000.00
Desirable	5-7 years	\$ 4,500.00
		\$ 8,500.00

PARKS AND RECREATION									
2017-2023 Capital Improvement Plan									
Project Costs									
Project Title	FY	FY	FY	FY	FY	FY	FY	FY	TOTAL
	2017	2018	2019	2020	2021	2022	2023	2024	
Basketball Courts	\$ 154,790.00								\$154,790.00
In-Line Skating Area	\$ 58,500.00								\$58,500.00
Field Dragger	\$ 17,425.00								\$17,425.00
Security Cameras	\$ 30,000.00	\$ 13,000.00							\$43,000.00
R&R Playscape Surface		\$ 40,000.00							\$40,000.00
R&R South Pavillion Grill		\$ 17,350.00							\$17,350.00
Pole Barn Upgrades		\$ 8,500.00							\$8,500.00
Softball Field Phase #1 (Backstops, Fencing)		\$ 40,000.00							\$40,000.00
New Base Model 4x2 UTV		\$ 9,000.00							\$9,000.00
New 60" Commercial Zero Turn Mower		\$ 11,000.00							\$11,000.00
Trash Receptacles, Tables, Benches, etc.			\$ 10,000.00	\$ 10,000.00					\$20,000.00
Youth Baseball Safety Netting		\$ 10,000.00							\$10,000.00
3/4 Ton Pickup			\$ 32,000.00		\$ 32,000.00				\$64,000.00
South Pavillion Kitchen/Bathrooms			\$ 30,000.00						\$30,000.00
Construct Multi-Purpose Fields #5 & #6		\$ 131,500.00	\$ 75,000.00						\$206,500.00
Pole Barn Upgrades			\$ 10,000.00						\$10,000.00
R&R Pathway near Youth Baseball				\$ 30,000.00					\$30,000.00
Little League Building & Bathrooms				\$ 60,000.00					\$60,000.00
ADA Bleachers				\$ 20,000.00					\$20,000.00
Complete Fields #5 & #6				\$ 75,000.00					\$75,000.00
Misc. Electrical, fields, parking, water	\$ 45,200.00								\$45,200.00
Upgrade Baseball/Softball Infields			\$ 80,000.00	\$ 50,000.00					
Replace Kubota Tractor			\$ 26,000.00						
Construct Maint., Bathroom, Con. North Side					\$ 150,000.00	\$ 150,000.00	\$ 150,000.00		
Reid Road Entrance			\$ 15,000.00						
Expand & Enhance Dog Park				\$ 30,000.00					
									\$ -
TOTALS	\$305,915.00	\$280,350.00	\$278,000.00	\$275,000.00	\$182,000.00	\$150,000.00	\$150,000.00	\$0.00	\$1,621,265.00

Priority	Life Expectancy	Average Annual Costs
Essential	10-15 Years	\$8,000.00
Essential	10-15 Years	\$4,875.00
Essential	12 Years	\$1,450.00
Desirable	6-8 Years	\$4,000.00
Desirable	10 Years	\$4,000.00
Desirable	25 Years	\$700.00
Essential	10 Years	\$900.00
Desirable	10 Years	\$5,000.00
Desirable	15 Years	\$600.00
Essential	10 Years	\$1,100.00
Desirable	8 Years	\$1,250.00
Essential	8 Years	\$1,250.00
Deferrable	10 Years	\$3,200.00
Desirable	20 Years	\$1,500.00
Deferrable	20 Years	
Essential	20 Years	\$500.00
Deferrable	15 Years	\$1,700.00
Deferrable	20 Years	\$2,500.00
Deferrable	10 Years	\$2,000.00
Deferrable	20 Years	
Essential		
Desirable		
Desirable		
Desirable		
Desirable		
TOTAL		\$44,525.00

