



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – REGULAR MEETING
September 3, 2019 6:00 pm

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
 - A. Lifesaving Recognition
 - B. Okemos Solar Car Competition
 - C. 2020 Township Budget Presentation
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS*
6. TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA
 - A. Communications
 - B. Minutes-August 8, 2019 Regular Meeting
 - C. Bills
 - D. Quarterly Treasurer's Report
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS (CANARY)
 - A. 2020 Township Budget
12. ACTION ITEMS (PINK)
 - A. Amendment to Chapter 66 Tax Exemption – PILOT Introduction
 - B. Bond Authorizing Resolution
13. BOARD DISCUSSION ITEMS (ORCHID)
 - A. Special Use Permit #19121 Woodward Way
 - B. 2020 Township Budget
 - C. Franchise and PEG Fees
 - D. Tentative Preliminary Plat #19012 (Giguere Homes)
14. COMMENTS FROM THE PUBLIC
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. CLOSED SESSION
 - A. Consider a Confidential Written Legal Opinion Regarding an Employment Severance Agreement
 - B. Strategy Session/Update Concerning the Negotiation of Pending Collective Bargaining Agreements
17. ADJOURNMENT

All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained from the Supervisor.
Appointment of Supervisor Pro Tem and/ or Temporary Clerk if necessary.

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting:
Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten Day Notice is Required.
Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall



**RECIEVED BOARD
COMMUNICATIONS
September 3, 2019**

**BOARD INFORMATION
(BI)**

Riley Millard

From: Meridian Township, MI <meridian-mi@enotify.visioninternet.com>
Sent: Friday, August 2, 2019 3:49 PM
To: Board
Subject: Okemos Rd bridge replacement

Message submitted from the <Meridian Township, MI> website.

Site Visitor Name: Dan Garijo
Site Visitor Email: dgarijo@comcast.net

I am writing this to offer a possible alternative to funding the Okemos Rd. bridge replacement, one which would allow an “ideal” design and construction without the need for budgetary constraints. The latest trend in road funding is a private partnership between the governmental owner and a private contractor. The contractor would fund the project initially and be responsible for maintenance of the project for a set number of years. The governmental owner would then make yearly payments to the contractor for the duration of the contract. In this way the owner does not have to fund the entire project up front and has the benefit of having known quantity payments each year. Such a partnership between the township/county and a private contractor would allow for the optimal design of the replacement spans without the need for cutting services/amenities due to funding. Ideally this would allow the township to move forward with planning based on current revenue projections and without the need for another bond issue.

Thank you for your time.

Dan Garijo

Riley Millard

From: Zhiheng Bi <zhbi2000@yahoo.com>
Sent: Sunday, August 4, 2019 9:19 PM
To: Board
Subject: Oppose the rezoning #19060

Dear Meridian Township Board:

We are writing to strongly oppose the rezoning #19060 proposed by Bennett Road Holding LLC. Because the rezoning is requesting a RAA zoning, it will result in a higher density, not lower density of housing development in the area proposed. In our opinion, a higher density housing development is an OVER DEVELOPMENT for this area which should be avoided. Because:

- It will not be consistent with the township's master plan
- It will have a negative impact on the environment, i.e. wetland and wildlife
- It will decrease the property value for the neighboring communities
- It will make the area less attractive and thus will not benefit the county/township economically and environmentally in the long term

We urge you to sincerely consider our concerns about the rezoning #19060 (Bennett Road Holding LLC).

Sincerely,

Zhiheng Bi & Xiamei Xu

2694 Sophiea Pkwy

Okemos, MI 48864

517-203-0922

Zhbi2000@yahoo.com

Riley Millard

From: Teri Thornburg <thornburg913@hotmail.com>
Sent: Sunday, August 4, 2019 11:12 PM
To: Board
Subject: Mayberry Rezoning Request

Please deny the request for rezoning. Highland Terrace, the street on which I live, goes north off Bennett Road. Because of the sidewalk situation here, the only time I feel safe walking across the street to get to a sidewalk is before 7:15 am, and that is with traffic as it exists now. That will be worse when the new homes are built....but to build *even more homes* with more traffic is unacceptable.

I understand progress; I understand that this company wants to make a profit on the land which they've purchased to build homes and that is entirely reasonable...but this seems like bait and switch to me. You have approved the zoning as it exists now. Mayberry now wants to build MORE homes, and I sincerely hope you find that unacceptable as I do.

Thank you.

Teri Thornburg
4044 Highland Terrace
Okemos

Riley Millard

From: mindy@northwestbroadcasting.com
Sent: Monday, August 5, 2019 9:22 AM
To: Board
Subject: Mayberry Rezoning Request #19060

From Richard and Mindy Kraus residing at 4325 Aztec Way in Sundance Estates.

Resubmitting our concerns and, again, advising that we are against ANY development proposed by the above mentioned developer for the following reasons:

1. Lack of transparency – no explanation for rezoning request presented by BRHC or the Township.
2. Wetland disturbance – the NATURAL habitat cannot be replaced by a man-made wetlands at the discretion of the developer and convenience of the development. Disruption of the natural underlying flow cannot be changed no matter!
3. Flora and Fauna – displacement of the diverse wildlife that rely on the wetlands.
4. Traffic – the infrastructure is already antiquated and unable to accommodate current vehicle count. Our subdivision roadway is already deteriorated to the point of gravel in spots and no effort to repair is made other than small patching that holds for about six months.
5. Sidewalks – the Township does not maintain the dilapidated, disconnected pathways in place.
6. Overdevelopment – the area will be unable to accommodate the increased population and place stress on local school systems, power supplies, police enforcement and fire protection.
7. Board and Planning Commission Review – would like a poll on board members for and against this development and reasoning.
8. Lack of transparency – impacting local real estate values.

Additionally, we never received notice on the proposed vote for additional millage for funding road construction or which roads will be impacted/resurfaced. More lack of transparency by the township, which will be recognized during the next election.

We are submitting this in lieu of attendance to the Meeting being held on Thursday August 8th 2019 at 6:00p and wish for our comments to be considered during discussions.

Mindy D. Kraus

NBI Holdings, LLC
2111 University Park Dr., Suite 650
Okemos, MI 48864

Voice: 517.347.4141

Fax: 517.347.4675

mindy@northwestbroadcasting.com

NORTHWEST BROADCASTING, LP

Broadcasting Communications, LLC

Mountain Broadcasting, LLC

Bristlecone Broadcasting, LLC

Stainless Broadcasting, LLC

Syracuse Broadcasting, Inc.

BRYSON HOLDINGS, LLC

Idaho Broadcast Partners, LLC

Cala Broadcast Partners, LLC

Blackhawk Broadcasting, LLC

Lost Coast Broadcasting, LLC
Redwood Television Partners, LLC

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Riley Millard

From: Meridian Township, MI [mailto:meridian-mi@enotify.visioninternet.com]

Sent: Sunday, August 04, 2019 7:46 PM

To: Peter Menser

Subject: Please deny rezoning request #19060 (Bennett Road Holding LLC)

Message submitted from the <Meridian Township, MI> website.

Site Visitor Name: Yue Cui

Site Visitor Email: cuiyue.msu@gmail.com

Dear planner and committee members,

Rezoning request #19060 is not a new matter/application. The applicant redrawn / revised many times when the people from Meridian Township raised many concerns that the development will harm the environment, nearby neighbors' safety and quality of life, as well as the potential decreasing their home value and increasing traffic congestions.

The applicant didn't take these concerns seriously. For example, as the resident indicated in the public hearing, their traffic count estimate has simple math errors that rarely made by professionals. In the new application, the applicant didn't have any solid reasons to rezone the proposed land.

The land is in an environmental sensitive area, which is not only impact the surrounding houses, it also impact the upper stream (College Field) and all down stream areas to Red Cedar River regions. The proposal doesn't match the west side of the land as well as the overall master plan. It might also increase the dredging mills in the property tax and home insurance. A environment impact study should be provide by the applicant to answer the residents' concerns.

The proposed land is not only the housing stock in Okemos. It has provided housing opportunities with current zone. Providing housing opportunities is not a reason to rezone the land.

Please consider to deny the application.

Yue Cui

2687 Sophia PKWY, Okemos

Riley Millard

From: Lynne Page <page.okemos@gmail.com>
Sent: Monday, August 5, 2019 2:48 PM
To: Board; Planning Commission (DG)
Subject: Rezoning #19060 Bennett Road Holdings LLC-Agenda Item 13-A

To the Meridian Township Board and Planning Commission:

I have several concerns regarding the documents provided for Agenda Item 13-A (Rezoning #19060 Bennett Road Holdings LLC) included in the August 8, 2019 Township Board meeting packet posted on the Township website on Friday, August 2, 2019.

1. Mayberry Homes' original Rezoning Application for this property (#18120) was submitted on 9/27/18. The Planning Commission held a Public Hearing on this application on 10/22/18. Mayberry submitted an amended application for this property on 4/16/19 (#19060). The Planning Commission held a Public Hearing on this application on 6/10/19. Mayberry submitted a further amendment to its Rezoning Application on 6/19/19, subsequent to the 6/10/19 Public Hearing. On 7/22/19, the Planning Commission voted to recommend denial of Mayberry's Rezoning Application.
2. The Township Board meeting packet for 8/8/19 contains a new Rezoning Application signed by Mayberry on 7/23/19. Every page of the application is different than that of all the previous rezoning applications. Unlike Mayberry's previous Rezoning Applications, there is no dated receipt stamp or signed acknowledgement by Meridian Township for this application.
3. According to Principal Planner Peter Menser, the new application is an "update" and does not constitute a new or amended application. Per Mr. Menser, the previous applications dated 4/16/19 6/19/19 were "modification(s)". These terms are not defined in Meridian Township's Code of Ordinances, and are merely semantics which undermine accountability, transparency and consistency in the application review process. Despite incurring additional staff time for the review of each new rezoning application, Mayberry was charged only a single application fee, remitted in 2018.
4. Mr. Menser's staff memo dated 8/1/19 (included in the Township Board's meeting packet for 8/8/19) regarding this Rezoning Application is addressed to the Planning Commission. Has this revised application been sent back to the Planning Commission for review?

Allowing multiple, significant revisions of a Rezoning Application without holding a new Public Hearing for each change or imposing additional application fees sets a dangerous new precedent for our Township and its Boards and Commissions. Please take immediate action to develop a fair, consistent, democratic process.

Sincerely,
Lynne Page
3912 Raleigh Drive
Okemos, MI 48864

Riley Millard

From: Patrick Murphy <patrickjohnmurphy1@gmail.com>
Sent: Monday, August 5, 2019 3:56 PM
To: Board
Subject: Rezoning 19060 opposition

Dear Meridian Township Board,

The dangers of the rezoning request (#19060) have been reflected publicly thus far in hundreds of signatures, approximately 4 hours of verbal opposition at planning commission meetings, and over 100 letters written. Behind all of that are the countless private hours of internal dialogue, personal anxiety, dinner table conversations, and neighborhood interactions. Publicly and privately, we have shared our expertise and concerns as mothers, fathers, partners, professionals, and retirees. We are active organized citizens who are invested in our neighborhood, and we are privileged to engage in the democratic processes that allow our values and ideas to shape our personal and collective future.

It is ironic that Mayberry Homes, to present, has failed to meaningfully engage or respond to the concerns of the very community they purport to develop. To be honest, it feels a pained affront to our individual and collective efforts, as well as the democratic process, when on July 23rd (the day after the Planning Commission meeting where so many of us attended and spoke publicly) Mayberry Homes submitted significant amendments to their application. The amended application was not reviewed by the Planning Commission, voted on by the Planning Commission, or been exposed for public comment.

My opposition to the rezoning request remains-regardless of which iteration of the application is being considered. The current zoning allows for considerable development at a diversity of price points . A change in zoning holds too great a risk of drainage issues, flooding, and school overcrowding (in particular as schools likely plan future enrollment based on development within existing zoning designations, not potential changes to zoning). And ultimately, there is too great a risk to the safety of our children brought on by increased traffic on

Sophiea Parkway and the likelihood that it will become a thruway. I ask the committee to reject the rezoning application.

Sincerely,

Patrick Murphy, Ed.S.
2589 Sophiea Parkway
Okemos, MI
48864

Riley Millard

From: New, Jennifer <jnew@msu.edu>
Sent: Tuesday, August 6, 2019 9:38 AM
To: Board
Subject: Community Member Against Rezoning Application

Dear Meridian Township Board,

I am writing to share my strong opposition to rezoning request #19060 (Bennett Road Holding LLC) with the recent amendments. As a community member and a resident of the Champion Woods subdivision I have several concerns about their request to rezone to RAA. First, the land can be zoned as is, fitting better into the intentional land usage in the surrounding community. Our community is one that places strong value on the safety of its residents as well as on ethical and thoughtful environmental usage. This rezoning request, would counter these values.

First, traffic will increase in the area, particularly on Sophiea Parkway if the road is extended. This will impact the safety of our community, including my two young children, Milo (age 5) and Eloise (age 2). The traffic would drive right by our neighborhood playground. Children would be less safe while playing in their yards and riding their bikes to school or in our neighborhood. We purchased our home in 2017. Champion Woods was the only neighborhood we considered, in part due to the quality of life that we felt living in the neighborhood would bring to our children. Our house sits directly across from the playground and on the corner of Sophiea and Benca Circle. An increase in traffic (in our fully complete neighborhood) would make me concerned about the safety of my children and when they are older, the ability to let them play outside with their neighborhood friends. This is not the childhood that I want for my children.

Second, the environmental impact of this change cannot be ignored. A higher density certainly increases this impact. The area in question is located adjacent to the Southwest Meridian Upland Preserve, which you purchased in 2010 to preserve the area from development. Increasing the density will lead to less protection for this wildlife corridor. This higher density means increased storm water runoff. This higher density likely means upstream pooling and flooding, thereby decreasing usable space in our yards. In a time where our larger government is not protecting the environment as it should be, it is up the local communities and individuals to do so and I hope that you keep this at the forefront of your minds when you are choosing how to vote on this issue, which otherwise very much seems to be about profit for a developer.

The financial impact of this change to already established residents should not be ignored either. This rezoning allows for a potential change in floodways/floodplains, which would require extra insurance for many current residents. Just as concerning is the likely impact on our property values due to the comparables used in real estate assessments, the possible increase in traffic on Sophiea Parkway, etc. Decreasing the property values of surrounding neighborhoods is harmful to both residents and the township and should not be overlooked.

Additionally, throughout the process of this (and the previous) rezoning request, we have yet to see anyone other than the developer stand in favor of rezoning. However, nearly 80 individuals have spoken against the change at planning commission meetings, with many more sending individual letters, signing neighborhood letters, or sitting in opposition at the commission meetings without speaking. It seems clear that to the developer the goal is increased profit, while the surrounding community is able to see the negative implications that would come from this change in zoning. As it is currently zoned, the new subdivision would already allow for more units than Champion Woods, the Woods of Heron Creek, and College Fields Northpointe combined.

If you are representing our community values, why would you allow a developer to squeeze as many homes as possible into an area simply for profit? I ask you to follow the Planning Commission's recommendation and the concerns of so

many members in our community and to vote no on rezoning. Please hold Bennett Road Holding LLC accountable to the intentional land usage vision of our township.

Thank you,
Jennifer New
4139 Benca Circle

Jennifer R. New

Assistant Director of Academic & Student Affairs

Coordinator of Study Abroad Initiatives

Michigan State University

College of Communication Arts & Sciences

Office of Academic & Student Affairs

404 Wilson Road, Room 189

East Lansing, MI 48824

Phone: 517.355.8988

Fax: 517.355.3346

jnew@msu.edu

Schedule an Advising Appointment at: <https://msu.campus.eab.com/>

Riley Millard

From: Dean Bolton <bolton2@comcast.net>
Sent: Wednesday, August 7, 2019 3:17 PM
To: mccoleda@msu.edu; Board
Cc: Hood
Subject: RE: School District Stance on Development

Dear Mr. McCole,

The Okemos Board of Education had the opportunity to discuss your letter at our August 6, 2019 meeting and directed me to respond to you and copy the Meridian Township Board. I appreciate the opportunity to clarify the statements you referenced.

The board's role is to establish policies that improve public education. Matters such as zoning and development are not within the scope of the powers and responsibilities of the board and the board has not and will not take a position on this specific development proposal or development in general.

As a district that is committed to equity and inclusion, we welcome any and all students who enroll in our district. My response to Supervisor Styka communicated the school board's actions to accommodate enrollment growth in general, no matter the source, and did not state a position on any specific development proposal or development in general.

Dean Bolton, President
Board of Education
Okemos Public Schools

bolton2@comcast.net
517-896-4436

From: McCole, Daniel <mccoleda@msu.edu>
Sent: Monday, August 5, 2019 3:13 PM
To: board@okemosk12.net <board@okemosk12.net>
Subject: School District Stance on Development

School Board,

As you may know, a parcel of land in Okemos (just west of Bennet Woods Elementary/Champton Woods/The woods of Heron Creek, north of Bennett Road and East of the northern part of College Fields) will likely be developed soon. The developer (Mayberry Homes) has been trying for almost a year to change the zoning of the land to make it more dense. Their latest request would increase the number of units that could be developed on that land from 177 to 255. A large number of Okemos residents (myself included) oppose to this rezoning request.

Although the Planning Commission recently voted against the rezoning request, their vote is advisory and the question now goes to the Meridian Township Board. In preparation for the Township Board's consideration, Mayberry has submitted an amended application (attached). As you can see, the application contains a memo from School Board President Dean Bolton to Township Supervisor Ron Styka, and in two different places on the application, Mayberry Homes insinuates that the Okemos school district is supportive of their application. In section A6, the application states

“The Okemos School District has expressed support for new development, and is prepared for increased enrollment.” In Section B4, the application states, “The school district is in support of future development.” It also refers to the memo from Board President Bolton, which to my read, does not state support for development, but seems to be intentionally neutral.

Given that Mayberry is claiming school district’s support for development and refers to the memo from Dean Bolton, I wonder if the school board could please clarify the school districts position on supporting this specific application and development in general.

Thank you very much.

-Dan McCole

Riley Millard

From: Manoj Zutshi <manojer@hotmail.com>
Sent: Wednesday, August 7, 2019 9:00 PM
To: Board
Subject: Rezoning 19060

Dear Meridian Township Board,

I live in Champion woods neighborhood and am writing to express my deep concerns about the above mentioned rezoning application as I fear safety, water encroachment and environmental degradation. I am sure you would have detailed reasons from fellow neighbors which I and my family share. We have been going through this process for months now and are yet to hear genuine reasons for rezoning from the applicant. It appears as a circumvented process aimed at maximizing profits with utter disregard to public safety and other concerns from adjoining neighborhoods. Even the planning commission has vehemently opposed the previous applications multiple times recognizing the demerits and insufficient fulfillment of application requirements, most important being why current zoning is not enough.

I strongly oppose the rezoning for the reasons above and request the board to deny this application.

Thank you for your diligence in enforcing due process and addressing people's concerns.

Smriti and Manoj Zutshi
2559 Sophiea Pkwy
Okemos MI 48864
Ph: 517-507-0145

Riley Millard

From: Fabio Casagrande [mailto:fabiocasagrande61@gmail.com]
Sent: Thursday, August 08, 2019 8:58 AM
To: Planning Commision (DG) <planningcommission@meridian.mi.us>
Subject: Re: Champion Woods Opposition to Rezoning

Hello

Again for another meeting tonight

No change, we stay firm in our position of complete opposition to this relentless charge to make money against the will of the community

I loved my family to Okemos I can move it out if things change

We signed again the petition, no changes but we still signed

We are the Casagrande

2672 LaForet Circle, Okemos 48864

We are against the rezoning

Thank you

On Mon, Jun 10, 2019 at 10:31 AM Fabio Casagrande <fabiocasagrande61@gmail.com> wrote:

Hello my Name is Fabio Casagrande

With my wife Terri, two boys and one daughter we live at

2672 Laforet Circle, Okemos 48864

I would like to notify you of our strong opposition to rezoning that would affect negatively our subdivision.

One of the reason why I accepted the job at MSU when I was recruited is the school system for my boys and the area to live in

I would consider to move away if any of the two conditions would not match our standards and expectations

I plan to attend tonight meeting at 7pm

My best regards

Fabio Casagrande

Riley Millard

From: Scott Hendrickson <hendrickson87@gmail.com>
Sent: Thursday, August 8, 2019 12:21 PM
To: Board
Subject: Mayberry Rezoning Request#19060

Good Afternoon Members of the Township Board,

Let me start by saying that I speak only for myself, and what follows are not the opinions of the rest of the Planning Commission.

I would like to request that you send Mayberry Rezoning Request #19060 back to the Planning Commission to be reconsidered. As you may know if you follow our meetings, we have spent a number of meetings devoted to this request and have had tremendous public involvement. After our public hearing, the applicant submitted an amended request (changing the future state zoning to RAA as opposed to RA) but did not submit any supporting materials to go along with it. I cannot speak for the rest of the Commission, but I personally felt that the applicant had made no case as to why the current zoning was inappropriate nor did they make a case as to why the new zoning was appropriate. Never during the 5 meetings that we considered this issue did the applicant answer any questions from the Planning Commission. Ultimately, the Commission ultimately voted to reject this rezoning request 6-2.

Now, as the proposal is coming before your body, the applicant has added details that were not included in the previous proposal that might have impacted the decision-making of the Planning Commission. That is the first reason why I would request that you send this matter back to us for further consideration.

Secondly, if the Planning Commission is to provide maximum value through our recommendations to the Board, we need to be providing those recommendations based on the same information that the applicants are providing to you. If you were to state that proposals that undergo changes will be sent back to the Planning Commission, you'd encourage applicants/developers to make sure that their ducks are in a row before coming to the Planning Commission, so that we can provide better recommendations on the applications that ultimately make their way to you.

I understand that changes will be made to proposals in discussions with the Board, and I completely respect your position as the ultimate authority on these matters. The Planning Commission is making recommendations to you for a reason; you've entrusted us with acting as a vital gateway when we offer our thoughts on these proposals. I'm only seeking to make sure that we are offering input based on the proposals that make it in front of you, not a different version than what you're seeing in your packets.

Thank you very much for your consideration!

Scott Hendrickson
Meridian Township Planning Commissioner

Riley Millard

From: Wei Li <weidli2012@gmail.com>
Sent: Friday, August 9, 2019 10:55 AM
To: Board; Planning Commission (DG)
Subject: Rezoning #19060 Mayberry Homes

Dear Board and Planning commission,

I'm upset by how rezoning #19060 is being handled by the applicant and would like you to consider the following concerns.

At the Aug 8, 2019 board meeting when addressing a question from Treasurer Deschaine as to why the applicant submitted a blank section II of the application form for the July 8, 2019 planning commission meeting, Bob Schroeder, the Mayberry owner said it's due to **staffing issue** (11:18 of the discussion). At 19:00 min, Mark Kieselbach, the Community planning & development director, said that the applicant **wasn't given any time** to update the application to provide answers to questions on the rezoning criteria.

I want to point out that the planning commission asked the applicant to address the criteria on rezoning to RAA at the June 24, 2019 meeting and the applicant had **FOUR WEEKS** by July 22, the day when the planning commission denied the application, to satisfy the request from the commission. Why did the applicant submit a new application the day after the planning commission voted to deny the request? How could the applicant solve the staffing issue overnight? It appears to me the applicant tried to bypass the planning commission and public review. This should not be allowed and please have it sent back to the planning commission for full review.

Also there is an error on the application form submitted on 7/23/2019. It says the applicants are requesting to rezone 7 parcels of 96.74 acres in total from RAAA and RR to RAA. But our understanding is that partial of the 96.74 acres is already zoned RAA. Could you please have the application sent back to the applicant for corrections?

Respectfully yours,

Wei Li

Riley Millard

From: Meridian Township, MI <meridian-mi@enotify.visioninternet.com>
Sent: Sunday, August 11, 2019 2:19 PM
To: Board
Subject: Bennett Rezoning Request

Message submitted from the <Meridian Township, MI> website.

Site Visitor Name: len schwartz
Site Visitor Email: lenschwartz2000@yahoo.com

I am a long time Meridian resident, and, though I have never attended any government meetings, I regularly watch Board of Trustee meetings. Though I live near the Bennet Road property,

I do not have any position on the requested rezoning. HOWEVER, I do have strong feelings and opinions about the anticipated actions the Board seems to be taking. I believe it is essential for the Board to carefully and vigorously follow the established procedures regarding the Planning Commission and the appropriate steps for any applicant to follow. It is incumbent on the Board to do so. For if the Board will not adhere to established procedures, why should any applicant?

It would seem that this applicant wishes to bypass a serious review by the Planning Commission and deal directly with the Board. If you allow this to occur, and, mediation suggest that you will, you both seriously undercut the role and power of the Planning Commission, and, you encourage future applicant for anything, to ignore established procedures and deal directly with the Board.

Regardless of the outcome of any mediation, it is incumbent on the Board to require the applicant to submit a NEW request to the Planning Commission, so that a formal review and public hearing on the proposal can take place. Though this may further delay any action, the applicant has only itself to blame for ignoring proper procedures.

Riley Millard

From: Meridian Township, MI <meridian-mi@enotify.visioninternet.com>
Sent: Sunday, August 11, 2019 2:28 PM
To: Board
Subject: Camelback Bridge

Message submitted from the <Meridian Township, MI> website.

Site Visitor Name: len schwartz
Site Visitor Email: lenschwartz2000@yahoo.com

I was dismayed earlier this year to hear several Board members suggesting that the Camelback Bridge be preserved and ownership taken over by the Township. The bridge is narrow and falling apart. Forcing Meridian taxpayers to assume the cost of maintaining the bridge, and eventually removing it, would be a very poor decision.

Sooner or later it will need to be removed which is likely to be a very costly endeavor. Far better to allow the County and State assume that burden and cost, then to force Meridian residents to pay for it.

I am aware that some Board members seem to have a sentimental attachment to keeping the bridge. But frankly, having lived nearly four decades in Okemos, my only feeling for it, are the sooner it is gone, the happier I will be.

If you insist on pursuing ownership, please, please, please either put the matter on a ballot, or at a minimum, do a serious survey to determine resident feeling. Frankly, I doubt anyone from Haslett would want their taxes going to such an effort, and, I would guess that most Okemos residents do not share the Board's sentimental feeling, at least not enough to want to see their taxes going to that purpose. This seems especially true as everyone's taxes are about to take a big leap for road repairs.

Riley Millard

From: Carla Galligan <carlagalligan@gmail.com> on behalf of Carla Galligan <carlagall@comcast.net>
Sent: Wednesday, August 14, 2019 11:07 AM
To: Ronald Styka
Cc: Board
Subject: Rezoning #19060 - Bennett Road Holdings

Dear Supervisor Styka :

I spoke with Township Manager Frank Walsh yesterday regarding the Bennett Road Rezoning Neighborhood Meeting scheduled for Monday, August 19th. In our conversation , Mr Walsh stated “ if the “mediation” isn’t successful , it may go to court”. I assume that Mr. Walsh was referring to the potential for a lawsuit with Mayberry as the plaintiff and Meridian Township as the defendant if the subject rezoning application is denied. Therefore, facilitating a quasi-legal process, and calling it a “mediation” may be putting the township at risk. There is nothing in the township ordinances that defines this process.

Many residents are concerned with the Township’s requirement for such “mediation” as part of the rezoning application approval process, since the current application contains no conditions and the applicant has not submitted any site/concept plan for consideration. As an attorney , I am sure that you are aware that in a true “mediation”, the mediator wouldn’t be one of the parties to the “mediation” process.

Have you consulted with the Township's legal counsel regarding this unorthodox procedure?

Sincerely,

Carla A. Galligan
4367 Aztec Way

Riley Millard

From: Yingxin Zhou <zhou0824@gmail.com>
Sent: Monday, August 26, 2019 7:13 AM
To: Frank Walsh
Cc: Board; Planning Commission (DG); <championwoodsokemos@gmail.com>
Subject: Rezoning #19060 yield plans and concept site plan
Attachments: Screen Shot 2019-08-26 at 6.44.50 PM.png

Hi, Frank,

Thank you for the update on the facilitated discussion on the Hagadorn & Bennett road development. Could you please ask the applicant to provide the board, the planning commission and all other related parties with detailed yield plan calculations? Champion woods subdivision board and I asked for it on Aug 11 and Aug 16 respectively but we haven't got such info yet.

Per the application form submitted on July 23, 2019 (Please see the attached screenshot), a preliminary yield plan based on current zoning yields 89 units while yield plan based on RAA zoning would yield 140 units.

Per Mr. Bob Schroeder in the Aug 8, 2019 board meeting, the yield rate on current zoning is 92 units and the yield rate on RAA zoning is 132 units. And Mr. Schroeder could supply your office with yield plan schedules the next day.

It'll be very helpful for us to understand the issue if detailed yield plan calculations are available. Also could you please ask the applicant to provide a conceptual site plan? Thank you for your consideration.

Yingxin Zhou

Riley Millard

From: Yingxin Zhou <zhou0824@gmail.com>
Sent: Monday, August 19, 2019 11:36 AM
To: Board; Planning Commission (DG); Peter Menser; Frank Walsh
Subject: Medical marijuana ordinances revisit

Hello board and planning commission,

It has been almost 3 months since the medical marijuana ordinances were adopted by the township board on 5/21/19.

Per board members' discussion at the 5/21/19 board meeting, in 3 months if we don't have any applicants for growers, processors, distributors, safety compliance centers and other categories that are allowed by the ordinances, Treasurer Deschaine will induce the motion to change the ordinances and change it back to zero or whatever the number is at that point.

As of the 8/9/2019 deadline to apply for the permits, 21 applications had been submitted. None of them are for growers or processors. There is only 1 application for safety compliance center, 1 application for secure transporter and the remaining are all for provisioning centers. So could the board build a consensus to eliminate category of growers and processors and reduce the number of permits for secure transporter and safety compliance center to 1 in the ordinance?

Thank you for your time and consideration on this matter. I look forward to hearing from you.

Sincerely,

Yingxin Zhou
2565 Sophiea Pkwy
Okemos, MI 48864

Riley Millard

From: Daria LaFave <darialafave@gmail.com>
Sent: Monday, August 26, 2019 9:33 AM
To: Board
Subject: Hillbrook Park Subdivision roads situation

Good morning dear Board Members,

I am including you all as I am not sure the best person to contact about the situation. Please feel free to direct me to the right individual who oversees this issue.

I wanted to express my anger with the current state of roads and, more importantly, sidewalks in the Hillbrook Park neighborhood. A total of five children walk to Murphy Elementary from our street alone (there are quite a few total that we know of. Today we experienced the "joy" of road construction firsthand. We had to walk on the road for a pretty major section of our trip since the sidewalks are torn up and pylons are everywhere. We walked with a total of 7 children aging from 4 - 10 (two younger siblings), and picked up another one on the way. We walked as cars and buses zoomed by, I could not help but feel angry with the fact that there is no other way for us to get to the bus stop but to deal with this until the sidewalks are fixed. I am sending you pictures of what our walk looked like, and you can see a child walking alone on one of them. There are other children who walk alone, and the idea of one of them getting hit by a car on the way to school makes my skin crawl. I understand that it is difficult to deal with the construction challenges that came over this summer, but would also hope that somebody could take ownership of the issues that our children are experiencing and would come up with a solution.

Is it not feasible to at least fix the sidewalks so that we have safe passage to the school?

Something has to be done to get this resolved, as I am afraid that not every driver is conscious of the road conditions, and this morning Lake Lansing was extremely busy despite being closed to through traffic.

Please do something! I am begging you to step in and help us find a solution that will secure the safety of our children.

I am happy to speak with you about this further, if you wish. My number is 517-381-2242.

I greatly appreciate your help!

 [IMG_0296.MOV](#)

 [IMG_2130.JPG](#)

 [IMG_2954.JPG](#)

 [IMG_3719.JPG](#)

 [IMG_3924.JPG](#)

 [IMG_5789.JPG](#)

 [IMG_6862.JPG](#)

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Daria S. LaFave, PhD
darialafave@gmail.com



August 16, 2019

Ms. Deborah Guthrie, Communications Director
Meridian Township
5151 Marsh Road
Okemos, MI 48864

Re: Turner Classic Movies Moving to Sports Entertainment Package

Dear Ms. Guthrie:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. Accordingly, please note that effective October 10, 2019, Turner Classic Movies (TCM) will move to the Sports Entertainment Package and will no longer be included in its current service package(s). We are notifying impacted customers of these changes through a bill message.

Please feel free to contact me at 517-334-5686 if you have any questions.

Sincerely,

John P. Gardner
Director, External Affairs
Comcast, Heartland Region
1401 E. Miller Rd.
Lansing, MI 48911

Enclosure



PROPOSED DRAFT MINUTES

PROPOSED MOTION:

Move to approve and ratify the minutes of the Regular Meeting of August 8, 2019 as submitted.

ALTERNATE MOTION:

**Move to approve and ratify the minutes of the August 8, 2019 Regular Meeting with the following amendment(s):
[insert amendments]**

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD REGULAR MEETING **-DRAFT-**
5151 Marsh Road, Okemos MI 48864-1198
853-4000, Township Hall Room
THURSDAY, August 8, 2019 **6:00 pm.**

PRESENT: Supervisor Styka, Clerk Dreyfus, Treasurer Deschaine, Trustees Jackson, Opsommer, Sundland, Wisinski

ABSENT:

STAFF: Township Manager Walsh, Director of Public Works Perry, Fire Chief Hamel, Police Chief Plaga, Community Planning Director Kieselbach, Information Technology Director Gebes, Principal Planner Menser, Economic Development Director Buck.

1. CALL MEETING TO ORDER

Supervisor Styka called the meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Styka led the Pledge of Allegiance.

3. ROLL CALL

The Recording Secretary called the roll of the Board.

Supervisor Styka called for observing a moment of silence in recognition of the tragedies of violence in Dayton, Ohio and El Paso, Texas.

4. PRESENTATIONS - NONE

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened public remarks at 6:02 pm.

Leonard Provencher, 5824 Buena Pwky., Haslett; addressed the Road Bond Millage (Non-Agenda Item).

Ann Alchin, 5972 Cypress St., Haslett; addressed the Road Bond Millage and concerns about campaign materials that had been circulated.

JK Mir, 4289 Shadow Ridge, Okemos; spoke in opposition to Rezoning #19060 (Bennett Road Holdings LLC) (Agenda Item 13A).

Joy Wahawisan, 4155 Benham Way, Okemos; spoke in opposition to Agenda Item 13A.

Larry McCurdy, 2710 Sophia Pkwy., Haslett; spoke in opposition to Agenda Item 13A.

Ashleigh New, 4129 Benca, Okemos; spoke in opposition to Agenda Item 13A and cited potential impacts on traffic and existing housing availability.

Jim Galligan, 4367 Aztec Way, Okemos; spoke in opposition to Agenda Item 13A.

Jane Casey, 2677 LaForet Cir., Okemos; spoke in opposition to Agenda Item 13A.

Craig Patterson, 518 Lakeside Dr., Mackinaw City; (Woda Cooper, Project Developer) spoke in support of Woodward Way Payment In Lieu Of Taxes Proposal (Agenda Item 13B).

Mauricio Pincheira, 4228 Rainforest Cir., Okemos; spoke in opposition to Agenda Item 13A.

Steve Casey, 2677 LaForet Cir., Okemos; spoke in opposition to Agenda Item 13A.

Jill Stephenson-McCole, 4107 W. Benham Way, Okemos; spoke in opposition to Agenda Item 13A and noted inconsistent surrounding zoning.

Dan McCole, 4107 W. Benham Way, Okemos; spoke in opposition to Agenda Item 13A.

Ting Shen, 2601 Sophiea Pkwy., Haslett; spoke in opposition to Agenda Item 13A.

Patrick Murphy, 2589 Sophiea Pkwy., Haslett; spoke in opposition to Agenda Item 13A.

Lynne Page, 3912 Raleigh Dr., Okemos; spoke in opposition to Agenda Item 13A.

Angela Susarca, 4239 Rain Forest Cir., Okemos; spoke in opposition to Agenda Item 13A.

Deborah Gift, 2563 Sundance Ln., Okemos; spoke in opposition to Agenda Item 13A.

Chuck Maniaci, 2553 Sundance Ln., Okemos; spoke in opposition to Agenda Item 13A.

Jason Inman 4146 Benca Way, Okemos; spoke in opposition to Agenda Item 13A.

Supervisor Styka closed public remarks at 7:01 pm.

6. TOWNSHIP MANAGER REPORT

Manager Walsh reported: Medical marihuana application process, Okemos Road Boardwalk, Township Budget Public Hearing on Sep 3, Marketplace on the Green construction, Road Bond Millage, National Night Out.

7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

A. Election Report – Clerk Dreyfus

- Street Bond proposal passed: 60% (4250) to 40% (2866).
- Redi Ride Millage proposal passed: 63% (4487) to 37% (2622).
- 23% (7134) total voter turnout.
- 58% (4167) of all votes were made via absentee ballot.
- Election certified by Board of Canvassers by Aug 8; fastest certification to date.

8. APPROVAL OF AGENDA

Trustee Jackson moved to approve the Agenda. Seconded by Clerk Dreyfus.

VOICE VOTE: Motion carried 7-0

9. CONSENT AGENDA

Supervisor Styka reviewed the consent agenda.

Treasurer Deschaine moved to adopt the Consent Agenda as presented. Seconded by Trustee Wisinski.

ROLL CALL VOTE: YEAS: Trustees Jackson, Sundland, Opsommer, Wisinski, Clerk Dreyfus, Supervisor Styka, Treasurer Deschaine

NAYS:

Motion carried 7-0

A. Communications

Treasurer Deschaine moved that the communications be received and placed on file and any communications not already assigned for disposition be referred to the Township Manager or Supervisor for follow-up. Seconded by Trustee Wisinski.

ROLL CALL VOTE: YEAS: Trustees Jackson, Sundland, Opsommer, Wisinski, Clerk Dreyfus, Supervisor Styka, Treasurer Deschaine

NAYS:

Motion carried 7-0

B. Approval of Minutes – July 23 2019 Regular Meeting

Treasurer Deschaine moved to approve and ratify the minutes of the Regular Meeting of July 23, 2019 as submitted. Seconded by Trustee Wisinski.

ROLL CALL VOTE: YEAS: Trustees Jackson, Sundland, Opsommer, Wisinski, Clerk Dreyfus, Supervisor Styka, Treasurer Deschaine

NAYS:

Motion carried 7-0

C. Bills

Treasurer Deschaine moved to approve that the Township Board approve the Manager’s Bills as follows, seconded by Trustee Wisinski:

Common Cash		\$	365,199.32
Public Works		\$	171,107.24
Trust & Agency		\$	1,209,461.52
	Total Checks	\$	1,745,768.08
Credit Card Transactions		\$	10,223.04
July 18 to Aug 1			
	Total Purchases	\$	<u>1,755,991.12</u>
ACH Payments		\$	<u>805,245.21</u>

ROLL CALL VOTE: YEAS: Trustees Jackson, Sundland, Opsommer, Wisinski,
Clerk Dreyfus, Supervisor Styka, Treasurer Deschaine

NAYS:

Motion carried 7-0

10. QUESTIONS FOR THE ATTORNEY - NONE

11. HEARINGS - NONE

12. ACTION ITEMS

A. Mixed Use Planned Unit Development #19014 (Eyde)

Trustee Opsommer moved to adopt the resolution approving Mixed Use Planned Unit Development #19014 with conditions. Seconded by Treasurer Deschaine.

Board discussion: in-fill development, preservation of greenspace, gazebo diagram provided by applicant.

ROLL CALL VOTE: YEAS: Clerk Dreyfus, Treasurer Deschaine, Supervisor Styka,
Trustees Opsommer, Sundland, Jackson, Wisinski.

NAYS:

Motion carried 7-0

B. Special Use Permit #19091 (Eyde)

Treasurer Deschaine moved to adopt the resolution approving Special Use Permit #19091 with conditions. Seconded by Trustee Sundland.

Board discussion: required for building over 25,000 square feet.

ROLL CALL VOTE: YEAS: Trustees Opsommer, Sundland, Wisinski, Jackson,
Supervisor Styka, Treasurer Deschaine, Clerk Dreyfus.

NAYS:

Motion carried 7-0

C. Elevation Brownfield Plan Amendment

Trustee Opsommer moved to adopt the resolution approving the Elevation at Okemos Pointe Brownfield Plan Amendment in an amount not to exceed \$5,898,251 over a maximum of 18 years. Seconded by Trustee Sundland.

Dave Vanherrin, TriTerra, requested amendments to the motion and resolution be made that would remove the “over a maximum of 18 years” wording and replace it with “over a period estimated at 18 years.”

Board discussion: tax appeal effects on plan duration, other brownfield plans cap dollar amounts but not time, brownfields automatically capped at 30 years, disadvantage to applicant as time goes on, 5% interest rate built into plan, possibility of being less than 18 years.

VOICE VOTE ON

ORIGINAL MOTION: Motion failed 2 (Dreyfus, Jackson) - 5

Trustee Opsommer moved to amend the resolution to strike “not to exceed 18 years” within the first WHEARAS statement on Page 2 and insert “estimated at 18 years” and subsequently approve the resolution approving the Elevation at Okemos Pointe Brownfield Plan Amendment in an amount not to exceed \$5,898,251 over an estimated 18 years. Seconded by Trustee Sundland.

Board discussion: Concerns on financial impact on Township property tax revenues by extending Brownfield Plan to an estimated 18 years, question about using the word “estimated,” taxing jurisdictions get a 20% increase over current amounts and then 100% of new tax revenue when Plan ends, eliminating hard cap ensures developer gets investment their returned in changing market conditions.

ROLL CALL VOTE: YEAS: Trustees Wisinski, Sundland, Jackson, Opsommer, Clerk Dreyfus, Treasurer Deschaine, Supervisor Styka.

NAYS:

Motion carried 7-0

D. Special Use Permit #19041 (Williams Volkswagen, Inc)

Trustee Jackson moved to adopt the resolution approving Special Use Permit #19041 with conditions. Seconded by Treasurer Deschaine.

Board discussion: Planning Commission recommendation of approval, addition of 15,000 sq. ft., increased imperviousness (not desirable), impervious percentage still under ordinance maximum.

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Supervisor Styka, Clerk Dreyfus, Trustees Wisinski, Opsommer, Jackson, Sundland

NAYS:

Motion carried 7-0

13. BOARD DISCUSSION ITEMS

A. Rezoning #19060 (Bennett Road Holding LLC)

Bob Schroeder, President, Mayberry Homes, 1650 Kendale Blvd. Ste. 200, East Lansing; provided details on the proposed rezoning request and possible subsequent development.

Jeff Kyes, President, KEBS Inc., 2116 Haslett Rd., Haslett; provided information on the proposed development.

Board discussion: 132 units predicted in preliminary yield plan, wetland delineation and hold property plan, developer's preference to use Planned Unit Development (PUD), previous mediation efforts, options for alleviating drainage issues, differences in proposal presented at Planning Commission, inflationary housing calculations, property has large wetlands, request should return to the Planning Commission with provided changes, yield plan lists potential number of units, need to change zoning as a PUD, potential buildout numbers, maximum of 143 units in traffic study, 92 units under current zoning, Greenspace Plan identifies fragile corridor on property, critical floodplain/wetlands corresponds with Greenspace Plan, developer should dialog with surrounding neighborhoods, possibility of mediation to address neighbors' concerns, yield plan won't be as complex as PUD plan.

Board consensus to have the Township Manager attempt mediation efforts between the developer and the neighborhood before the next Board meeting.

B. Woodward Way PILOT Proposal

Director Keiselbach explained the Payment In Lieu Of Taxes (PILOT) proposal submitted by the Wooda Cooper Company.

Board discussion: previous Grange Acres PILOT proposal denied by Township Board, no Township obligation to help developers compete, developer can afford to pay property taxes as required, small payment by developer of housing project - instead of property taxes - not fair to other property owners and developers who pay taxes, company assertion development won't go forward without a PILOT, \$9,000 additional Municipal Services payment to Meridian Township, developer assertion that no recent developments succeeded without a PILOT, board member belief that payment instead of taxes results in net gain for the Township and provides public service, estimated \$90,000 in annual property taxes would be lost if PILOT implemented, 15 years of compliance required, taxes return to normal after PILOT expires, belief that Township needs diverse housing, belief that Future Land Use Map indicates need for affordable housing, need to amend the Township PILOT Ordinance.

Board consensus to place this item on for action at the next Board meeting.

14. COMMENTS FROM THE PUBLIC

Supervisor Styka Opened Public Remarks at 8:52 pm.

Karen Grannemann, 2628 Creekstone Trl., Okemos; spoke in opposition to Agenda Item 13A.

Dan McCole, 4107 W. Benham Way, Okemos; spoke in opposition to Agenda Item 13A.

Carla Galligan, 4367 Aztec Way, Okemos; spoke in opposition to Agenda Item 13A.

Manoj Zutshi, 2559 Sophiea Pkwy., Okemos; spoke in opposition to Agenda Item 13A.

Ashleigh New, 4129 Benca, Okemos; spoke in opposition to Agenda Item 13A.

Deborah Gift, 2563 Sundance Ln., Okemos; spoke in opposition to Agenda Item 13A.

Lynne Page, 3912 Raleigh Dr., Okemos; spoke in opposition to Agenda Item 13A.

Jim Galligan, 4367 Aztec Way, Okemos; spoke in opposition to Agenda Item 13A.

Supervisor Styka Closed Public Remarks at 9:08 pm.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Treasurer Deschaine reported:

- Success of National Night Out and community participation.
- Thanks to resident’s support of the Road Bond Proposal.
- Redi Ride Millage approval will help continue providing transportation support.

Supervisor Styka reported:

- Benefits of the passing of the Road Bond Proposal and Redi Ride Millage.

Clerk Dreyfus reported:

- Thanks to election staff and election inspectors for hard work, long hours, and helping make democracy function.

16. CLOSED SESSION – Review Confidential Written Legal Opinion

Treasurer Deschaine moved to take the meeting into closed session under Section 8 of the Open Meetings Act to consider confidential legal advice concerning pending litigation. Seconded by Trustee Jackson.

ROLL CALL VOTE: YEAS: Trustees Wisinski, Sundland, Jackson, Opsommer, Supervisor Styka, Treasurer Deschaine, Clerk Dreyfus

NAYS:

Motion carried 7-0

Supervisor Styka moved the meeting into closed session at 9:18 pm.

Treasurer Deschaine moved to return the meeting to open session. Seconded by Trustee Wisinski

VOICE VOTE: Motion carried 7-0

Supervisor Styka moved the meeting back into open session at 9:57pm.

17. ADJOURNMENT

Trustee Sundland moved to adjourn. Seconded by Trustee Wisinski .

VOICE VOTE: Motion carried 7-0

Supervisor Styka adjourned the meeting at 9:58 pm.

RONALD J. STYKA,
TOWNSHIP SUPERVISOR

BRETT DREYFUS,
TOWNSHIP CLERK



To: Board Members
From: Miriam Mattison, Finance Director
Date: September 3, 2019
Re: Board Bills

**MOVED THAT THE TOWNSHIP BOARD APPROVE THE MANAGER'S
BILLS AS FOLLOWS:**

COMMON CASH	1,072,187.83	
PUBLIC WORKS	1,132,625.40	
TRUST & AGENCY	2,911,683.10	
	TOTAL CHECKS:	\$ 5,116,496.33
CREDIT CARD TRANSACTIONS		\$ 21,789.46
Aug 2 to Aug 28		
	TOTAL PURCHASES:	<u>\$ 5,138,285.79</u>
ACH PAYMENTS		<u>\$ 4,094,805.20</u>

ACH Transactions

Date	Payee	Amount	Purpose
7/31/2019	Blue Care Network	11,035.16	Employee Health Insurance
7/31/2019	Blue Care Network	50,390.73	Employee Health Insurance
8/2/2019	Nationwide	3,440.79	Payroll Deductions 08/02/19 Payroll
8/2/2019	ICMA	36,029.12	Payroll Deductions 08/02/19 Payroll
8/7/2019	Blue Care Network	13,188.20	Employee Health Insurance
8/19/2019	MCT - Utilitys	314.18	Water/Sewer for MCT
8/12/2019	MBS	2,164,537.50	Bond Purchase
8/14/2019	MCT - Utilitys	776.80	Water/Sewer for MCT
8/14/2019	Blue Care Network	8,974.06	Employee Health Insurance
8/16/2019	ICMA	30,133.33	Payroll Deductions 08/16/19 Payroll
8/16/2019	Nationwide	3,315.93	Payroll Deductions 08/16/19 Payroll
8/16/2019	Vantagecare	5,270.18	Employee Health Insurance
8/23/2019	Blue Care Network	15,729.27	Employee Health Insurance
8/12/2019	Delta Dental	14,406.14	Employee Dental Insurance
8/19/2019	ELAN	19,861.05	Credit Card Payment
08/16/19	Invoice Cloud	398.20	Utility Transaction Fees
08/19/19	MBS	1,000,000.00	Bond Purchase
08/02/19	IRS	93,809.08	Payroll Taxes 8/02/19 Payroll
08/02/19	Various Financial Institutions	262,596.34	Direct Deposit 8/02/19 Payroll
08/16/19	IRS	95,968.39	Payroll Taxes 8/16/19 Payroll
07/19/19	Various Financial Institutions	264,630.75	Direct Deposit 8/16/19 Payroll
	Total ACH Payments	<u>\$ 4,094,805.20</u>	

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 08/07/2019 - 09/03/2019
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
1. 2/42 COMMUNITY CHURCH	VOTING ON 8/6/19 STIPEND - PCT 11	75.00	
2. BETTY ANNE RUPLEY	MARKET VENDOR 6/15/19	21.00	101189
3. 54-A DISTRICT COURT	CASH BOND - VANANTWERP, AARON RAY	100.00	101155
	CASH BOND - SALHAS, LUIS J.	300.00	101156
	CASH BOND - JOHNES, CHARITY RENE	300.00	101170
	TOTAL	700.00	
4. 55TH DISTRICT COURT	CASH BOND - BHARGAVA, AJAY KUMAR	2,500.00	101157
	CASH BOND - MOYER, JUSTIN CHARLES	40.00	101159
	CASH BOND - FINLEY, SHEILA ANN	200.00	101158
	TOTAL	2,740.00	
5. A C & E RENTALS INC	CANOPY 20 X 40 & CHAIRS FOR MEMORIAL SERVICE AT GLENDALE	578.75	101171
6. ACCOUNTEMP	FOR T BOUSSON WE 8/2/19	1,054.72	101172
	FOR T BOUSSON WE 8/9	1,038.24	101172
	FOR T BOUSSON WE 8/16/19	1,038.24	
	FOR T BOUSSON WE 8/23/19	1,046.48	
	TOTAL	4,177.68	
7. CATHERINE ADAMS	MILEAGE FOR JUN & JUL 2019	63.22	
8. AFFORDABLE TIRE	POLICE CAR TIRES	1,168.56	
9. AIRGAS GREAT LAKES	STANDING PO FOR MEDICAL OXYGEN	126.34	
	STANDING PO FOR MEDICAL OXYGEN	512.85	
	STANDING PO FOR MEDICAL OXYGEN	100.47	
	TOTAL	739.66	
10. ALLGRAPHICS CORP	CAMP SHIRTS	90.20	
11. AMERICAN MECHANICAL	OVERPYMNT FOR PERMIT PM 19-0574 / REFUNDED	15.00	
12. APOLLO FIRE EQUIPMENT	STANDING PO FOR FIRE FOAM	1,350.00	
13. APPLGATE HOME COMFORT	MECHANICAL PERMIT 50% REFUND	70.00	
14. AT & T	MONTHLY SERVICES JUL 2019	31.64	101173
15. AT & T	FIBER TO CENTRAL FIRE	1,067.42	
16. AT & T MOBILITY	VERIZON - NONEMERGENCY DISPATCH	76.01	101196
17. AT&T	HVAC LINE @ THB / MONTHLY SERVICE - AUG 2019	142.75	101174
	PSB DOCERSTCIUS FAX / MONTHLY SERVICE - AUG 2019	247.22	101174
	SERVICEHVAC LINE / MONTHLY SERVICE - AUG 2019	312.24	101174
	PSB HVAC / MONTHLY SERVICE - AUG 2019	239.75	101174
	DS-1 MONTHLY SERVICES - AUG 2019	3,030.01	101174
	CIRCUIT TO FIRE STATION 92 (N) / MONTHLY SERVICES - AUG 2	541.79	101174
	CIRCUIT TO COEL / MONTHLY SERVICES - AUG 2019	581.79	101174
	TOTAL	5,095.55	
18. HARTY AUSEL	REFUND FOR OVERPAYMENT OF PERMIT PB19-0632 FEE	20.00	
19. AUTO VALUE OF EAST LANSING	FLEET REPAIR PARTS 2019	11.32	
	CORE CREDIT	(4.00)	
	FLEET REPAIR PARTS 2019	16.79	
	FLEET REPAIR PARTS 2019	63.89	
	FLEET REPAIR PARTS 2019	48.47	
	FLEET REPAIR PARTS 2019	212.04	
	FLEET REPAIR PARTS 2019	429.95	
	FLEET REPAIR PARTS 2019	25.78	
	FLEET REPAIR PARTS 2019	13.38	
	TOTAL	817.62	

Vendor Name	Description	Amount	Check #
10. AXON ENTERPRISE, INC	TASER SMART CARTIDGES	1,900.00	
11. AYLES TREE SERVICE INC	REMOVE TREES FROM TOWNSHIP PROPERTIES PER BID 1/8 /2019	1,650.00	
12. THE BANK OF NEW YORK MELLON	BOND INTERST / TAS / IMMS#533526 - JUL 31, 2019	25,046.25	101190
13. BARYAMES CLEANERS	STANDARD POLICE UNIFORM CLEANING - CREDIT FRM PRE-PAID IN	(17.14)	
	STANDING PO FOR DRY CLEANING - M HAMEL	9.30	
	STANDARD POLICE UNIFORM CLEANING - B ANDERSON	3.10	
	STANDARD POLICE UNIFORM CLEANING - B ANDERSON	3.10	
	STANDARD POLICE UNIFORM CLEANING - B ANDERSON	6.00	
	STANDARD POLICE UNIFORM CLEANING - M DIVNEY	24.40	
	STANDING PO FOR DRY CLEANING - M HAMEL	6.20	
	STANDING PO FOR DRY CLEANING - M HAMEL	5.60	
	STANDARD POLICE UNIFORM CLEANING - R GRILLO	24.80	
	STANDARD POLICE UNIFORM CLEANING - A DIETZ	21.70	
	STANDARD POLICE UNIFORM CLEANING - M KLEIN	24.80	
	STANDARD POLICE UNIFORM CLEANING - A MCCPNAUGHY	43.40	
	STANDARD POLICE UNIFORM CLEANING - K PLAGA	15.50	
	STANDARD POLICE UNIFORM CLEANING - J ADAMS	6.20	
	STANDARD POLICE UNIFORM CLEANING - A TOBIAS	26.88	
	STANDARD POLICE UNIFORM CLEANING - A TOBIAS	10.32	
	STANDARD POLICE UNIFORM CLEANING - C LOFTON	12.40	
	STANDARD POLICE UNIFORM CLEANING - D HUETTNER	6.20	
	STANDARD POLICE UNIFORM CLEANING - A SLAVICK	18.60	
	STANDARD POLICE UNIFORM CLEANING - B CANEN	6.20	
	STANDARD POLICE UNIFORM CLEANING - A TREVINO	21.70	
	STANDARD POLICE UNIFORM CLEANING - F RAMBO	20.45	
	STANDARD POLICE UNIFORM CLEANING - B ANDERSON	3.10	
	STANDARD POLICE UNIFORM CLEANING - B ANDERSON	3.10	
	STANDARD POLICE UNIFORM CLEANING - D METTS	18.60	
	STANDARD POLICE UNIFORM CLEANING - E LINN	20.00	
	STANDARD POLICE UNIFORM CLEANING - B LEROY	21.40	
	STANDARD POLICE UNIFORM CLEANING - Q DHESPINA	6.20	
	STANDARD POLICE UNIFORM CLEANING - S LEWIS	12.40	
	STANDARD POLICE UNIFORM CLEANING - K CORNELL	6.20	
	STANDARD POLICE UNIFORM CLEANING - M HAGBON	57.40	
	STANDARD POLICE UNIFORM CLEANING - L VELASQUEZ	18.60	
	STANDARD POLICE UNIFORM CLEANING - J ALLEN	6.20	
	STANDARD POLICE UNIFORM CLEANING - M MASCOO	18.60	
	STANDARD POLICE UNIFORM CLEANING - J ALLEN	3.10	
	STANDARD POLICE UNIFORM CLEANING - A AIKINS	3.10	
	STANDARD POLICE UNIFORM CLEANING - C SQUIRES	12.40	
	STANDARD POLICE UNIFORM CLEANING - J ADAMS	6.20	
	STANDARD POLICE UNIFORM CLEANING - B CANEN	6.20	
	STANDARD POLICE UNIFORM CLEANING - K CORNELL	6.20	
	STANDARD POLICE UNIFORM CLEANING - J ADAMS	6.20	
	STANDARD POLICE UNIFORM CLEANING - D REINKE	9.30	
	STANDARD POLICE UNIFORM CLEANING - B BACH	12.40	
	STANDARD POLICE UNIFORM CLEANING - C SCACCIA	12.40	
	STANDARD POLICE UNIFORM CLEANING - J KENDRICK	17.59	
	STANDARD POLICE UNIFORM CLEANING - K CORNELL	6.20	
	STANDARD POLICE UNIFORM CLEANING - K CORNELL	6.20	
	STANDARD POLICE UNIFORM CLEANING - K HARVEY	24.50	
	STANDARD POLICE UNIFORM CLEANING - J ADAMS	6.20	
	STANDARD POLICE UNIFORM CLEANING - R TUNKL	23.90	
	STANDARD POLICE UNIFORM CLEANING - K CORNELL	6.20	
	STANDARD POLICE UNIFORM CLEANING - J ADAMS	6.20	
	STANDARD POLICE UNIFORM CLEANING	6.20	
	STANDARD POLICE UNIFORM CLEANING - L WHITE	9.30	
	STANDARD POLICE UNIFORM CLEANING - K CORNELL	6.20	
	TOTAL	687.70	
14. BENCH FACTORY	MEMORIAL BENCH FOR MIKE EYIA	1,447.84	
15. BLUE CROSS BLUE SHIELD OF MICHIGAN	RETIREE/COBRA HEALTH INSURANCE - SEP	1,758.77	101175

Vendor Name	Description	Amount	Check #
16. BOARD OF WATER & LIGHT	2019 STREETLIGHT SERVICE	597.88	
	2019 STREETLIGHT SERVICE CR	(34.81)	
	TOTAL	563.07	
17. BOBCAT OF LANSING	REPLACEMENT A/C COMPRESSOR FOR TOOL CAT	975.34	
	EVAP COIL FOR TOOL CAT	426.79	
	TOTAL	1,402.13	
18. BS&A SOFTWARE	BS&A ANNUAL SUPPORT FOR EXISTING DPP, SA, & TIMESHEET	2,932.00	
19. CHRIS BUCK	MILEAGE REIMBURSEMENT JULY	71.00	
20. CARROT-TOP INDUSTRIES INC	US FLAGS	292.13	
21. CATA	REDI-RIDE SERVICES FOR MERIDIAN TOWNSHIP	350,000.00	101176
22. CEDAR CREEK APARTMENTS	PAYMNT TO AVOID EVICTION COE M JACKSON / AUTHORIZED BY CR	229.00	101161
23. CINTAS CORPORATION #725	MECHANICS UNIFORMS 2019	48.35	
	MECHANICS UNIFORMS 2019	48.35	
	MECHANICS UNIFORMS 2019	48.35	
	MECHANICS UNIFORMS 2019	48.35	
	TOTAL	193.40	
24. CINZORIE FARMS LLC	FARM MARKET VENDOR	80.00	
25. CITY OF EAST LANSING	SHARED ASSESSOR SERVICES - JULY	6,764.67	
26. CITY PULSE	TWP NOTICES	60.36	
27. CMS COMMUNICATIONS, INC	CMS CISCO REFERB SWITCH AND PSU FOR REPLACEMENT INCASE OF	170.00	
28. COMCAST	INTERNET & TV FOR 9-1-19 TO 9-30-19	329.55	
	HNC MONTHLY SERVICE - SEP 2019	196.92	
	EXTRA TV DROPS AT PSB MONTHLY SERVICE - SEP 2019	22.37	
	UNION CABLE MONTHLY SERVICE - AUG 2019	151.85	101177
	MONTHLY SERVICE - AUG	7.46	101177
	SCADA MONTHLY SERVICE - SEP 2019	136.85	
	TOTAL	845.00	
29. CONSUMERS ENERGY	ELECTRIC USE FOR 5523 OKEMOS - AUG 2019 - ACCT 1000 8421	25.91	
	CONSUMER ENERGY - LED LIGHTING	1,000.09	101178
	CONSUMER ENERGY - LED LIGHT FIXTURES - JUL 2019 - ACCT 10	1,585.26	
	TOTAL	2,611.26	
30. CONSUMERS ENERGY	PAYMENT TO AVAOID UTILITY SHUITOFF FOR C DAVIS. AUTHORIZ	159.35	101197
31. COURTESY FORD	COVER ASY UNIT #110 - EQUIPMENT	308.12	
	FORD FLEET REPAIR PARTS 2019	308.12	
	FORD FLEET REPAIR PARTS 2019	122.35	
	FORD FLEET REPAIR PARTS 2019	36.02	
	WHEEL ALIGNMENT	75.00	
	ESTIMATE BODY DAMAGE REPAIR UNIT 129	2,705.27	
	BODY REPAIR FROM DEER HIT UNIT 118 PER ESTIMATE	2,659.58	
	REPAIR DEER HIT DAMAGE MPD UNIT 127	643.29	
	TOTAL	6,857.75	
32. CULLIGAN WATER CONDITIONING	DURA CUBE - WATER SOFTNER SALT	18.40	
33. DBI	OFFICE SUPPLIES	12.97	
	STENO BOOKS	10.32	
	OFFICE SUPPLIES / PENS - CORRECTION FLUID	16.18	
	CLIPBOARDS/PENS	8.53	
	TOTAL	48.00	

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14. DESIGN HEATING AND A/C INC	PERMIT CANCELED / 50% REFUNDED	150.00	
15. DEWPOINT	IT PROFESSIONAL SERVICES 7/31	16,800.00	
16. SHAWN DIEMER	FARM MARKET VENDOR	441.00	
17. KELSEY DILLON	MILEAGE JULY 2019	21.23	
18. DOTY MECHANICAL INC	OVERPYMNT FOR PERMIT PM 19-0603	15.00	
19. BRETT DREYFUS	EMPLOYEE EXPENSE REPORT - TRAVEL	124.40	
20. EASTERN MI CONTRACTING, LLC	OKEMOS ROAD BOARDWALK 2019	54,200.00	101179
	OKEMOS ROAD BOARDWALK 2019	95,809.80	
	TOTAL	150,009.80	
21. ELEMENTS STUDIO, INC	LANDSCAPE RAIN GARDEN PLAN FOR SOLAR PANEL AND DRAINAGE S	5,600.03	
22. EW SPARROW HOSPITAL ASSOC	DOT PHYSICAL - D PALACIOS	95.00	
	PHYSICAL & DRUG SCREEN - B FAULKNER	98.00	
	PHYSICAL, LIFT TEST & DRUG SCREEN - C LEFLER	119.50	
	TOTAL	312.50	
23. FAHEY SCHULTZ BURZYCH RHODES PLC	LEGAL FEES	42.00	101180
	LEGAL FEES	316.50	101180
	LEGAL FEES	99.00	101180
	LEGAL FEES	469.50	101180
	LEGAL FEES	861.00	101180
	LEGAL FEES	316.50	101180
	LEGAL FEES	253.50	101180
	LEGAL FEES	84.00	101180
	LEGAL FEES - COLLECTIVE BARGAINING	4,767.00	101180
	LEGAL FEES	238.00	101180
	LEGAL FEES - GRIEVANCES	273.00	101180
	LEGAL FEES - LAND PRESERVATION ACQUISITION	1,677.00	101180
	LEGAL FEES	2,354.00	101180
	LEGAL FEES	204.00	101180
	LEGAL FEES	496.00	101180
	LEGAL FEES	2,650.00	101180
	LEGAL FEES	1,589.82	101180
	LEGAL FEES	575.41	101180
	LEGAL FEES	314.37	101180
	LEGAL FEES	603.11	101180
	LEGAL FEES	1,171.34	101180
	LEGAL FEES	414.38	101180
	LEGAL FEES	581.57	101180
	TOTAL	20,351.00	
24. LETAVIS ENTERPRISES	100 PATROL CAR WASH COUPONS	350.00	
25. FEDEX	EXPRESS SERVICES JUN 27 & JUL 2	19.85	101166
26. FIRST AMERICAN ADMINISTRATORS	EYEMED VISION INSURANCE - JUL 2019	1,552.35	
27. FISHBECK, THOMPSON, CARR & HUBER	WETLAND USE PERMIT REVIEW FOR THE CENTRAL MERIDIAN REGION	2,074.00	
	MUNI BLDG ENGINEERING SERVICES - THRU 8/9/19	3,581.90	
	TOTAL	5,655.90	
28. FORESIGHT GROUP	WATER BILLS W/BACK SIDE PRINTING 7/31	613.18	101182
	#10 WINDOW ENVELOPES	508.57	101182
	WATER BILLING 8/18/19 & POSTAGE	236.08	
	TOTAL	1,357.83	
29. GALLAGHER BENEFIT SERVICES, INC	HEALTH & WELFARE CONSULTING SERVICES	2,755.49	101183
30. GILMORE'S REFRIGERATION	OVER PYMNT FORPERMIT PM 19-0578	15.00	

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	OVER PYMNT FORPERMIT PM 19-0592	15.00	
	TOTAL	30.00	
31. GLUTEN-FREE GOODIES BBY BROWN	FARM MARKET VENDOR	17.00	
32. GRANGER	RUBBISH AND RECYCLING DISPOSAL SERVICES	114.33	
	RUBBISH AND RECYCLING DISPOSAL SERVICES	256.98	
	RUBBISH AND RECYCLING DISPOSAL SERVICES	74.26	
	RUBBISH AND RECYCLING DISPOSAL SERVICES	78.28	
	RUBBISH AND RECYCLING DISPOSAL SERVICES	226.86	
	RUBBISH AND RECYCLING DISPOSAL SERVICES	9.00	
	RUBBISH AND RECYCLING DISPOSAL SERVICES	87.00	
	RUBBISH AND RECYCLING DISPOSAL SERVICES	17.50	
	TOTAL	864.21	
33. H.C. BERGER COMPANY	KYOCERA ECOSYS PRINTER	400.00	
	COPIER LEASE 7/15 TO 8/14/19	1,010.23	
	TOTAL	1,410.23	
34. HALT FIRE INC	PARTS FOR JOB #ED502	107.39	
	EMERGENCY FIRE ENGINE REPAIR - PARTS	979.36	
	TOTAL	1,086.75	
35. THE HARKNESS LAW FIRM PLLC	LEGAL FEES-UTC - AUG 2019	6,666.67	
36. HASLETT COMMUNITY CHURCH	VOTING ON 8/6/19 STIPEND - PCT 5	75.00	
37. WILBUR HOCHSTETLER	FARM MARKET VENDOR	221.00	
38. INCORD	HNC SPIDER WEB REPLACEMENT DUE TO VANDALISM	2,253.48	
39. JOHN DEERE FINANCIAL	FLEET FUEL JULY - DEC 2019	9,840.00	
	FLEET FUEL 2019	14,834.28	
	FLEET FUEL JULY - DEC 2019	1,699.72	
	TOTAL	26,374.00	
40. KATHERINE RICH	MILEAGE FOR JULY	53.36	
41. KENT COUNTY DEPT OF PUBLIC WORKS	INCINERATOR - RECORDS SHREDDING	90.00	
42. KYLE CORNELL	MILEAGE REIMBURSEMENT - JAN 30, 2019 TO 8/26, 2019	118.32	
43. LANSING SANITARY SUPPLY INC	STANDING PO FOR CLEANING SUPPLIES & EQUIPMENT	60.72	
	STATE CONTRACT CUSTODIAL SUPPLIES 2019	401.57	
	TOTAL	462.29	
44. LANSING UNIFORM COMPANY	STANDING PO FOR UNIFORMS	15.00	
	STANDARD POLICE UNIFORM PURCHASES	304.35	
	TOTAL	319.35	
45. LAWSON PRINTERS	BUSINESS CARDS (500) - J MARTIN	62.69	
46. LEGAL NEWS OUT COUNTY PUBLICATIONS	LEGAL NOTICE - FORFEIT PROPERTY	483.80	101160
47. LOCAL EPICUREAN LLC	FARM MARKET VENDOR	41.00	
48. LOPEZ CONCRETE CONSTRUCTION	CONCRETE REPAIR 2019	36,580.15	101184
	CONCRETE REPAIR 2019	46,301.40	
	TOTAL	82,881.55	
49. LUKE LANDSCAPE CO	MOWING SERVICES - 6088 MARSH RD	55.00	
	MOWING SERVICES - 4585 SENECA DR	55.00	
	MOWING SERVICES - 6227 LAKE DR	55.00	
	MOWING SERVICES - 6045 HARDY AVE	70.00	

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	MOWING SERVICES - 2703 GRAND RIVER AVE	55.00	
	MOWING SERVICES - 1695 MACK AVE	55.00	
	MOWING SERVICES - 1313 HASLETT RD	55.00	
	MOWING SERVICES - 6268 RIDGE ST	55.00	
	MOWING SERVICES - 5806 LAKE DR	55.00	
	MOWING SERVICES - 2930 JOLLY RD	85.00	
	MOWING SERVICES - 2874 LAKE LANSING RD 7/3	125.00	
	MOWING SERVICES - 4304 AZTEC WAY	55.00	
	MOWING SERVICES - 2874 LAKE LANSING RD 7/10	100.00	
	TOTAL	875.00	
10. MADISON NATIONAL LIFE INS CO	EMPLOYEE LIFE INSURANCE - AUG	3,169.11	101185
11. MANNIK AND SMITH	2019 PASER RATINGS FOR LOCAL ROADS - FINALIZED REPORT THR	467.00	
12. MEALS ON WHEELS	CONTRIBUTION TO ,EALS ON WHEELS FUNDING REQUEST FOR 2019	4,000.00	
13. MEDICAL MANAGEMENT SYSTEMS OF	AMBULANCE BILLING SERVICE	10,101.70	101186
14. MERIDIAN TOWNSHIP	TRANSFER FOR FLEX CHECKING 8/16/19 PAYROLL DATE	870.23	
	TRANSFER FOR 8/30/19 PAYROLL	870.23	
	TOTAL	1,740.46	
15. MERIDIAN TOWNSHIP RETAINAGE	CONCRETE REPAIR 2019 - LOPEZ THRU 7/26	5,543.52	101165
	CONCRETE REPAIR 2019	516.00	
	TOTAL	6,059.52	
16. MICHIGAN POLICE EQUIPMENT CO	AMMUNITION	3,360.00	
	AMMUNITION	5,622.00	
	AMMO-9 MM MARKING CARTIDGES	1,020.00	
	TOTAL	10,002.00	
17. MICHIGAN MUNICIPAL EXECUTIVES	2019 MME WORKSHOP	50.00	101187
18. MID MICHIGAN EMERGENCY EQUIPMENT	EMERGENCY LIGHTING AND EQUIPMENT 2019	234.00	
19. MCKESSON MEDICAL-SURGICAL GOV SOL	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	1,000.81	
	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	49.80	
	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	76.00	
	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	39.87	
	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	35.00	
	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	75.00	
	TOTAL	1,276.48	
20. MUNETRIX LLC	LEVEL 3 MUNICIPAL LICENSE - TRNAPARENCY EDITION	4,663.00	
21. MYERS PLUMBING & HEATING	DRAIN CLEANING SERVICES	194.00	
22. NAPA	FLEET REPAIR PARTS 2019	285.85	
	FLEET REPAIR PARTS 2019	526.06	
	FLEET REPAIR PARTS 2019	12.99	
	TOTAL	824.90	
23. NEW HOPE CHURCH	VOTING ON 8/6/19 STIPEND - PCT 20	75.00	
24. JONATHAN NZOMA	OVER PAID FEES FOR RENTAL PROPERTY - 6165 INNKEEPERS CT #	100.00	
25. OKEMOS MARATHON	BIKE #10 FUEL	15.00	
	BIKE #9 FUEL	16.05	
	TOTAL	31.05	
26. OKEMOS PUBLIC SCHOOLS	MERIDIAN SENIOR CENTER SECOND HALF 2019 FISCAL YEAR EXPEN	60,414.29	
	VOTING ON 8/6/19 STIPEND - 7 LOCATIONS	200.00	
	TOTAL	60,614.29	

Vendor Name	Description	Amount	Check #
97. OSI RESTAURANT PARTNERS	OVER PYMNT FOR FALSE ALARM - REFUND	25.00	
98. JACKIE PAWLAK	REIMBURSEMENT FOR SUPPLIES ODERED FOR FARMERS MARKET	41.91	
99. PEOPLEFACTS LLC	EMPLOYEE CHECKS THRU 8/1/19	41.67	
100 PIONEER MFG.CO/PIONEER ATHLETICS	PARTS - STARLINER BATTERY CABLE, PUMP & HOSE/NOZZLE CAP &	167.90	
101 POSTMASTER	CYCLE 6 STATEMENTS MAILED	317.07	101168
102 POWER PEOPLE ELECTRIC	OVERPAYMENT ON PERMIT	14.00	
103 PRINT MAKERS SERVICE INC	KIP 860 PRINTER MAINT & METER READINGS	182.13	
104 PROGRESSIVE AE	2019 LAKE LANSING SAD WATERSHED MANAGEMENT	1,328.75	
	2019 LAKE LANSING SAD WATERSHED MANAGEMENT	1,766.29	
	2019 LAKE LANSING SAD WATERSHED MANAGEMENT	1,712.38	
	2019 LAKE LANSING SAD WATERSHED MANAGEMENT	6,644.10	
	TOTAL	11,451.52	
105 PRO-TECH MECHANICAL SERVICES	2019 HVAC REPAIRS	385.00	
106 PRO-TECH SALES	1 BALLISTIC VEST (DUTY)- REINKE	839.00	
107 THE RAPID GROUP LLC	SHREDDING CARTS DELIVER & PICK-UP	170.00	
108 RECLAIMED BY DESIGN	2019 MONTHLY OPERATION OF RECYCLING CENTER - AUG	2,000.00	
109 REDWOOD LANDSCAPING	PATHWAY MOWING/TRIMMING 2019	10,185.00	101188
110 BRETT REED	MILEAGE FOR JUN	34.80	
111 KIT RICH	MILEAGE REIMBURSEMENT - AUG 2019	47.56	
112 HASLETT-OKEMOS ROTARY	MEMBERSHIP - F WALSH	140.00	
	MEMBERSHIP - R DESCHAIINE	140.00	
	MEMBERSHIP - M HAMMEL	140.00	
	2019 3RD QTR DUES - K PLAGA	140.00	
	TOTAL	560.00	
113 ROWERDINK AUTOMOTIVE PARATS	FLEET REPAIR PARTS 2019 - STOCK ORDER	45.36	
	STOCK - BATTERY & CORE CHR9	101.78	
	FLEET REPAIR PARTS 2019 - PART RETURNED UNDER WARRENTY (C	(101.78)	
	FLEET REPAIR PARTS 2019	104.17	
	BATTERY / CORE	87.78	
	FLEET REPAIR PARTS 2019	162.75	
	TOTAL	400.06	
114 RS ENGINEERING, LLC	INSTALLATION OF RRFB LIGHT FOR INTERURBAN AT OKEMOS RD -	917.81	
115 SCARLETT EXCAVATING	STILLVALLEY DRIVE STORM DRAIN IMPROVEMENT	3,125.00	
116 SGI HEATING & COOLING	OVER PYMNT FOR PERMIT PM 19-0567	10.00	
117 SIGNATURE FORD INC.	2020 AWD FORD POLICE UTILITY INTERCEPTORS PER MCCOMB COUN	132,616.00	
118 ANDREA SMILEY	REIMBURSEMENT FOR INTERN EDITING CHAIRS & WARRANTY (PD TH	430.40	101167
119 SOUTHWORTH CONSULTANTS, LLC	USE OF FORCE RECERTIFICATION FOR CANEN & HAGBOM	500.00	
120 SPARROW OCCUPATIONAL	PROFESSIONAL SERVICES - DOT PHYSICAL N CROWTHER	95.00	
	EMPLOYEE TESTING - DOT M ELLIS	214.50	
	TOTAL	309.50	
121 SPARTAN DISTRIBUTORS	TORO MOWER REPAIR PARTS 2019	683.90	
122 SPARTAN CHASSIS INC	ANNUAL PUMP TEST & PM	8,442.22	
123 SPENCER MANUFACTURING			

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	PRIME CONTROL	211.40	
124 ST LUKE LUTHERAN CHURCH	VOTING ON 8/6/19 STIPEND - PCT 1	75.00	
125 ST MARTHA CONFERENCE OF	REIMBURSMT FOR PYMNT TO AVOID UTILITY SHUT OFF FOR S FRA	129.21	101162
	REIMBURSEMENT FOR PAYMENT TO AVOID EVICTION - B ALFORD A	200.00	101198
	TOTAL	329.21	
126 STANDARD ELECTRIC CO	ELECTRIC SUPPLIES 2019	65.63	
127 STATE OF MICHIGAN	FILING FEE #19-000722	25.00	101169
128 TEAM FINANCIAL GROUP	CONTRACT PAYMENT	1,453.00	
	CONTRACT PAYMENT	18.50	
	TOTAL	1,471.50	
129 TEAM LANSING FOUNDATION/GLCVB	AD IN 2020 OFFICIAL GREATER LANSING VISITOR GUIDE / FULL	3,650.00	
130 THE PRINTING KING	HOMTV INTERN T'SHIRTS	264.74	
131 TRI-COUNTY EM CONTROL AUTHORITY	DRUG BOX EXCHANGE FORMS	10.00	
132 UNITED CHURCH OF CHRIST	VOTING ON 8/6/19 STIPEND - PCT 19	75.00	
133 US POSTAL MASTER	CYCLE 2 STATEMENTS	1,344.05	101199
134 USA TODAY NETWORK	LEGAL NOTICES - ACCT #155614	497.50	101191
	LEGAL NOTICES / DO-PROCESS PUBLICATIONS	781.70	101191
	ADVERTISING & MERIDIAN TOWNSHIP CELEBRATION FLYERS	1,827.50	101191
	LEGAL NOTICE / WHITEHILLS LAKE	312.68	101191
	PUB NOTICE / MERIDIAN TOWNSHIP BOARD MEETING	88.02	101191
	LEGAL NOTICE / MIXED USE PERMIT #19014 & SPECIAL PERMIT #	88.02	101191
	LEGAL NOTICE / SITE PLAN REVIEW #19-03	89.58	101191
	LEAGAL NOTICE / SPECL USE PRMT #19111 & #19121	84.90	101191
	LEGAL NOTICE / MIXED USE DVOPMNT #19-15024-2 & SPL USE PR	88.02	101191
	LEGAL NOTICE / COMM MED MARIHUANA FACILITY PERMIT APPLICA	82.00	101191
	PUB NOTICE / ELECTION COMMISSION MEETING	34.00	101191
	LEGAL NOTICE / RESONING #19050	58.00	101191
	LEGAL NOTICE / COMM MED MARIHUANA FACILITY PERMIT APPLICA	82.00	101191
	TOTAL	4,113.92	
135 VALLEY CITY SIGN	REFUND FOR SIGN PERMIT FROM VALLEY CITY SIGN (MERIDIAN MA	237.00	
136 VARIPRO BENEFIT ADMINISTRATORS	FLEX ADMINISTRATION AUGUST	13,271.30	101193
137 VERIZON CONNECT	MONTHLY SERVICES	1,591.80	101194
138 VERIZON WIRELESS	VERIZON WIRELESS - JULY USAGE	3,193.20	101195
139 VIRIDIS DESIGN GROUP	ENGINEERING SERVICES FOR HNC PAVILION AND RESTROOM PROJEC	2,000.00	
140 WASHTENAW COMMUNITY COLLEGE	HUVACO 2019-2020 MEMBERSHIP - J HECKAMAN/R RAU/J MARTIN	285.00	
141 CHRISTENA WILCOX	MILEAGE FOR JUN & JULY 2019	128.47	
142 WILLIAMSTON GREEN HOUSE & FLORIST	FARM MARKET VENDOR	30.00	
143 YOUNG ST JOHNS CHEVROLET	TRANSMISSION REPAIR/AUX HEATER REPAIR AMBULANCE 92	6,958.18	
144 ZOLL MEDICAL CORP	STANDING PO FOR HEART MONITOR SUPPLIES/EQUIPMENT	760.00	
TOTAL - ALL VENDORS		1,072,187.83	

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1. MITA	SANITARY SEWER REHABILITATION	150.00	
2. SHAHZAMAN & FARHA ABBASI	REFUND OVRPYMNT FINAL #CROO-0003806-0000-01	249.26	
3. AMANDA FERNANDES	OVER PAYMENT ON FINAL UTILITY BILL	106.00	
4. MICHAEL BERKOWITZ	REFUND OVRPYMNT FINAL #BIRO-003180-000-03	55.00	
5. BLUE CROSS BLUE SHIELD OF MICHIGAN	RETIREE/COBRA HEALTH INSURANCE - SEP	511.19	27868
6. CITY OF EAST LANSING	2019-2020 ELMWSA OPERATING COST SHARE- (JULY TO DECEMBER	269,779.17	27869
	SEWER OPERATIONS - JULY	246,359.17	27870
	SEWER OPERATIONS - AUG	246,359.17	27871
	TOTAL	762,497.51	
7. DIVERSIFIED NATIONAL TITLE AGENCY	REFUND OVRPYMNT OF TITLE / 2831 STILL VALLEY DR	30.00	
8. FERGUSON WATERWORKS #3386	R 9001 METERS	28,443.00	
	T10 MTR P/C USG X	3,778.81	
	T10 MTR P/C USG X	1,705.25	
	R 9001 METERS	4,468.80	
	WATER SYSTEM REPAIR PARTS 2019	440.00	
	WATER SYSTEM REPAIR PARTS 2019	317.50	
	T10 MTR P/C USG X	5,985.00	
	WATER SYSTEM REPAIR PARTS 2019	659.70	
	WATER SYSTEM REPAIR PARTS 2019	550.00	
	T10 MTR P/C USG X	855.00	
	WATER SYSTEM REPAIR PARTS 2019	25.00	
	WATER SYSTEM REPAIR PARTS 2019	459.00	
	WATER SYSTEM REPAIR PARTS PER QUOTE B030076	4,883.00	
	3TF CMPD MTR P/CR9001 V4 USG PIT	3,013.70	
	TOTAL	55,583.76	
9. FIRST AMERICAN ADMINISTRATORS	EYEMED VISION INSURANCE - JULY 2019	192.14	
10. FISHBECK, THOMPSON, CARR & HUBER	PROFESSIONAL SERVICES THROUGH 8/9/19 - PRJ 180308	252.50	
11. GALLAGHER BENEFIT SERVICES, INC	MONTHLY CONSULTING FEE	484.51	27872
12. GARY CALDER	OVERPAYMENT ON LAST BILL REFUND REQUESTED	85.00	
13. GRAND TRUNK WESTERN	ANNUAL LIC FEE FOR FILE L-89-35 / 10' SANITARY SEWER CROS	100.00	
14. HAGAN REALTY	REFUND OVERPYMNT FINAL / 3706 OKEMOS RD	10.00	
15. DALE HOSFORD	REFUND OVRPYMNT FINAL # MARS-005504-0000-04	55.00	
16. JACK DOHENY COMPANIES INC	VACTOR PARTS	1,021.18	
	VACTOR PARTS	279.00	
	VACTOR PARTS	62.42	
	TOTAL	1,362.60	
17. K & H CONCRETE CUTTING INC	ASPHALT SAWING & CURB CHOPS	355.80	27873
	ASPHALT SAWING MIN CHARGE	175.00	27873
	TOTAL	530.80	
18. KENNEDY INDUSTRIES INC	LIFT STATION PREVENTATIVE MAINTENANCE INSPECTION PROGRAM	23,250.00	
19. LOPEZ CONCRETE CONSTRUCTION	CONCRETE REPAIR 2019	2,220.00	
20. MADISON NATIONAL LIFE INS CO	EMPLOYEE LIFE INSURANCE - SEP	367.09	27874
21. MARY BARTLEY	OVER PD LAST BILL / REFUND REQUESTED	214.50	
22. MERIDIAN TOWNSHIP RETAINAGE	LAKE LANSING TOWNER ROAD WATER MAIN	11,801.50	
	LAKE LANSING TOWNER ROAD WATER MAIN	4,375.26	
	TOTAL	16,176.76	

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 3: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 08/07/2019 - 09/03/2019
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: PWHZ

Vendor Name	Description	Amount	Check #
23. ONE WAY ASPHALT PAVING	ASPHALT REPAIRS 2019	11,900.00	
24. PERCEPTIVE CONTROLS	3YR GROOV MAINTENANCE CONTRACT THRU SEPTEMBER 2022	399.00	
25. JOHN RUBITSCHUN	REFUND OVRPYMNT FINAL #MANI-004386-000-01	32.75	
26. CARL SCHLEGEL INC	SAND , GRAVEL & TOPSOIL 2019	794.40	
	SAND , GRAVEL & TOPSOIL 2019	1,917.08	
	TOTAL	2,711.48	
27. SME	2019 MISCELLANEOUS TESTING FOR EMERGENCY WATER AND SEWER	1,529.35	
28. TITLE RESOURCE AGENCY	OVER PYMNT ON CUSTOMERS FINAL BILL	195.00	
	OVER PYMNT ON CUSTOMERS FINAL BILL	190.41	
	OVER PYMNT ON CUSTOMERS FINAL BILL	122.50	
	OVER PYMNT ON CUSTOMERS FINAL BILL	188.25	
	OVER PYMNT ON CUSTOMERS FINAL BILL	219.25	
	OVER PAID FINAL BILL	165.00	
	OVER PYMNT ON CUSTOMERS FINAL BILL	165.00	
	OVER PAYMENT ON FINAL UTILITY BILL	235.00	
	OVER PAYMENT FINAL UTILITY BILL	25.00	
	TOTAL	1,505.41	
29. TL CONTRACTING INC	LAKE LANSING TOWNER ROAD WATER MAIN	106,213.53	27875
	LAKE LANSING TOWNER ROAD WATER MAIN	143,154.39	
	TOTAL	249,367.92	
30. VERIZON WIRELESS	VERIZON WIRELESS JUL	465.62	27876
31. TRACY WALLACE	OVER PAID FINAL BILL	16.25	
32. ERIC & EMILY WALTHER	REFUND OVRPYMNT FINAL #SILC-005548-000-02	19.00	
33. RICK WERNECKE	REFUND OVRPYMNT FINAL #POTT-005925-000-04	195.00	
TOTAL - ALL VENDORS		1,132,625.40	

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 08/07/2019 - 09/03/2019
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: TA

Vendor Name	Description	Amount	Check #
1. CAPITAL AREA DISTRICT LIBRARY	DELINQ PERSONAL PROPERTY TAXES COLLECTED	5.72	12671
2. CAPITAL REGION AIRPORT AUTHORITY	DELINQ PERSONAL PROPERTY TAX COLLECTED	2.55	12672
3. CATA	DELINQ PERSONAL PROPERTY TAX COLLECTED	11.03	12673
4. EAST LANSING PUBLIC SCHOOLS	SUMMER TAX DISTRIBUTION	106,051.53	12662
	SUMMER TAX COLLECTION	119,238.81	12674
	SUMMER TAX COLLECTION	29,811.59	12680
	TOTAL	255,101.93	
5. HASLETT PUBLIC SCHOOLS	SUMMER TAX DISTRIBUTION	228,031.73	12663
	SUMMER TAX COLLECTION	151,355.79	12675
	SUMMER TAX COLLECTION	64,455.14	12681
	TOTAL	443,842.66	
6. INGHAM COUNTY LAND BANK	SUMMER 2019 LAND BANK SPECIFIC TAX CAPTURE PARCEL #33-02-	2,315.68	12664
	SUMMER 2019 LAND BANK BROWNFIELD CAPTURE PARCEL # 33-02-0	16.96	12665
	TOTAL	2,332.64	
7. INGHAM INTERMEDIATE SCHOOL	SUMMER TAX DISTRIBUTION	697,647.53	12666
	SUMMER TAX COLLECTION	376,647.88	12676
	SUMMER TAX COLLECTIONS	263,457.63	12682
	TOTAL	1,337,753.04	
8. LANSING COMMUNITY COLLEGE	DELINQ PERSONAL PROPERTY TAX COLLECTED	13.97	12677
9. MSU FEDERAL CREDIT UNION	OVERPAYMENT OF SUMMER PROPERTY TAXES	8,790.58	12667
10. OKEMOS PUBLIC SCHOOLS	SUMMER TAX DISTRIBUTION	347,896.69	12668
	TAX COLLECTION	279,812.37	12678
	SUMMER TAX COLLECTION	227,055.81	12683
	TOTAL	854,764.87	
11. STATE OF MICHIGAN	TAX REVERTED SPECIFIC TAX - 2019 SUMMER COLLECTION PARCEL	1,144.54	12669
	SOR - MOEEN MONAM HAZIM	30.00	
	TOTAL	1,174.54	
12. STEVEN & TINA LEE	OVERPAYMENT OF SUMMER PROPERTY TAXES @ 6214 TOWAR AVE	15.32	12679
13. WILLIAMSTON SCHOOLS	SUMMER TAX DISTRIBUTION	7,874.25	12670
TOTAL - ALL VENDORS		2,911,683.10	

Credit Card Report 8/1/2019 to 8/28/2019

Posting Date	Merchant Name	Amount	Name
2019/08/23	244 AUTO VALUE EAST LANSI	\$8.99	DAN PALACIOS
2019/08/22	4ALLPROMOS	\$185.10	ANDREA SMILEY
2019/08/23	AC&E RENTALS INC	\$90.00	MATT FOREMAN
2019/08/09	ACCO BRANDS DIRECT	\$27.59	MICHELLE PRINZ
2019/08/20	ADMIRAL #181	\$33.00	TODD FRANK
2019/08/26	ADOBE *ACROPRO SUBS	\$15.89	DENISE GREEN
2019/08/26	ADOBE *ACROPRO SUBS	\$15.89	DEREK PERRY
2019/08/09	AMAZON.COM*MA00G6DQ1	\$59.99	KRISTI SCHAEING
2019/08/20	AMAZON.COM*MA0JG59T0 AMZN	\$8.70	MICHELLE PRINZ
2019/08/02	AMAZON.COM*MA0JN4PH1 AMZN	\$12.74	MICHELLE PRINZ
2019/08/06	AMAZON.COM*MA5AG71V0 AMZN	\$45.76	MICHELLE PRINZ
2019/08/19	AMAZON.COM*MO02J1001 AMZN	\$33.33	MICHELLE PRINZ
2019/08/27	AMAZON.COM*MO1I815A2 AMZN	\$94.95	KRISTI SCHAEING
2019/08/22	AMAZON.COM*MO1N97EJ2 AMZN	\$83.71	MICHELLE PRINZ
2019/08/27	AMAZON.COM*MO5RJ2XU1 AMZN	\$112.10	KRISTI SCHAEING
2019/08/22	AMAZON.COM*MO69B1082 AMZN	\$59.43	MICHELLE PRINZ
2019/08/20	AMAZON.COM*MO6OH8TT2	\$25.88	MICHELLE PRINZ
2019/08/21	AMAZON.COM*MO8I46341 AMZN	\$17.31	MICHELLE PRINZ
2019/08/12	AMZN MKTP US	(\$0.72)	MICHELLE PRINZ
2019/08/01	AMZN MKTP US*MA1VP0P11	\$5.89	MICHELLE PRINZ
2019/08/02	AMZN MKTP US*MA2B05XF1	\$27.47	ANDREA SMILEY
2019/08/12	AMZN MKTP.US*MA2FT4MW0	\$12.70	MICHELLE PRINZ
2019/08/16	AMZN MKTP US*MA41N12H0	\$69.00	KRISTI SCHAEING
2019/08/01	AMZN MKTP US*MA4D86MC2	\$14.25	MICHELLE PRINZ
2019/08/16	AMZN MKTP US*MA4IP5YI1	\$59.97	KRISTI SCHAEING
2019/08/26	AMZN MKTP US*MO34L1OP0	\$21.00	MICHELLE PRINZ
2019/08/27	AMZN MKTP US*MO4OT9LB0	\$17.89	KRISTI SCHAEING
2019/08/26	AMZN MKTP US*MO5PM20D1	\$65.44	MICHELLE PRINZ
2019/08/16	AMZN MKTP US*MO8L58L52	\$64.93	KRISTI SCHAEING
2019/08/08	ASAP PRINTING	\$44.25	KRISTEN COLE
2019/08/01	BLUE GILL GRILL	\$100.00	MICHELLE PRINZ
2019/08/21	COMCAST	\$306.49	ANDREA SMILEY
2019/08/02	COMPLETE BATTERY SOURCE	\$118.80	WILLIAM PRIESE
2019/08/09	CORAL GABLES OF EAST LANSI	\$29.50	FRANK L WALSH
2019/08/26	COSTCO WHSE#1277	(\$149.77)	MICHAEL DEVLIN
2019/08/26	COSTCO WHSE#1277	\$149.77	MICHAEL DEVLIN
2019/08/19	COVERT WIRELESS COM	\$18.99	BART CRANE
2019/08/05	DUSTY'S WINE BAR	\$39.90	FRANK L WALSH
2019/08/19	EATON FARM COOP MASON	\$90.95	MATT FOREMAN
2019/08/13	EPIC SPORTS, INC.	\$264.56	MICHAEL DEVLIN
2019/08/20	EPIC SPORTS, INC.	(\$264.56)	MICHAEL DEVLIN
2019/08/05	FACEBK HYHXJLA862	\$43.07	DARCIE WEIGAND
2019/08/26	FAYA CORPORATION	\$771.13	LUANN MAISNER
2019/08/05	FEDEX 788835011230	\$45.83	WILLIAM PRIESE
2019/08/07	FEDEX 788903667660	\$45.83	WILLIAM PRIESE
2019/08/19	FEDEX 789162343359	\$40.26	WILLIAM PRIESE

2019/08/09	FLAP JACK SHACK	\$15.27	CHRIS BUCK
2019/08/14	FLEETPRIDE476	\$114.45	TODD FRANK
2019/08/07	GFS STORE #1901	\$63.92	BRETT DREYFUS
2019/08/08	GFS STORE #1901	\$3.99	BRETT DREYFUS
2019/08/06	GOVERNMENT FINANCE OFFIC	\$530.00	MIRIAM MATTISON
2019/08/09	GRAFF-CHEVROLET-OKEMOS	\$107.95	JIM HANSEN
2019/08/05	HAMMOND FARMSLANDSCAPE SU	\$147.50	ROBERT STACY
2019/08/16	HAMMOND FARMSLANDSCAPE SU	\$8.00	MATT FOREMAN
2019/08/23	HAMMOND FARMSLANDSCAPE SU	\$45.48	LAWRENCE BOBB
2019/08/19	HARBOR FREIGHT TOOLS 157	\$119.99	TODD FRANK
2019/08/08	HASLETT TRUE VALUE HARDW	\$23.98	KYLE ROYSTON
2019/08/13	HASLETT TRUE VALUE HARDW	\$13.52	BART CRANE
2019/08/14	HASLETT TRUE VALUE HARDW	\$4.00	DAN PALACIOS
2019/08/16	HASLETT TRUE VALUE HARDW	\$4.79	ROBERT MACKENZIE
2019/08/20	HASLETT TRUE VALUE HARDW	\$7.96	DENNIS ANTONE
2019/08/23	HASLETT TRUE VALUE HARDW	\$18.44	DAN PALACIOS
2019/08/02	HITCHES AND MORE INC	\$69.95	ROBERT STACY
2019/08/02	HOMEDEPOT.COM	\$188.94	KELSEY DILLON
2019/08/02	HOMEDEPOT.COM	\$14.90	KELSEY DILLON
2019/08/05	HYDRO CHEM SYSTEMS INC	\$23.97	ROBERT MACKENZIE
2019/08/23	JIMMY'S PUB	\$18.16	FRANK L WALSH
2019/08/23	JUSTRITE	\$21.13	KYLE ROYSTON
2019/08/09	KCS TRUCK EQUIPMENT REPAI	\$213.40	ROBERT STACY
2019/08/12	KIMBALL MIDWEST	\$202.62	CHAD HOUCK
2019/08/27	KIMBALL MIDWEST	\$208.09	CHAD HOUCK
2019/08/06	KROGER #793	\$5.99	DARCIE WEIGAND
2019/08/06	KROGER #793	\$42.68	DARCIE WEIGAND
2019/08/19	KROGER #793	\$28.96	ROBIN FAUST
2019/08/27	KROGER #793	\$2.99	ROBIN FAUST
2019/08/06	LANGUAGE LINE	\$8.44	KRISTI SCHAEDING
2019/08/20	LEVITT IND TEXTILES	\$222.95	MICHAEL DEVLIN
2019/08/16	LEXISNEXIS RISK SOL EPIC	\$150.00	KRISTI SCHAEDING
2019/08/21	MACOMB COMMUNITY COLLEGE	\$300.00	ANDREW MCCREADY
2019/08/01	MARK'S WATERSHED TAVER	\$100.00	MICHELLE PRINZ
2019/08/02	MEIJER # 025	\$131.76	KATHERINE RICH
2019/08/15	MEIJER # 025	\$35.88	MICHAEL DEVLIN
2019/08/16	MEIJER # 025	\$28.96	KRISTI SCHAEDING
2019/08/01	MEIJER # 253	\$9.57	KRISTI SCHAEDING
2019/08/14	MERS OF MICHIGAN	\$175.00	MIRIAM MATTISON
2019/08/20	MI SECTION AWWA	\$430.00	DEREK PERRY
2019/08/27	MI SECTION AWWA	(\$395.00)	DEREK PERRY
2019/08/27	MI SECTION AWWA	\$170.00	MATT FOREMAN
2019/08/27	MI SECTION AWWA	\$170.00	TYLER KENNEL
2019/08/09	MICHIGAN ASSOC OF CHIEFS	\$75.00	ANDREW MCCREADY
2019/08/16	MICHIGAN METER #3373	\$255.54	CHAD HOUCK
2019/08/20	MICHIGAN NOTARY SERVICE	\$67.40	BRETT DREYFUS
2019/08/02	MIDWEST POWER EQUIPMENT	\$8.77	MATT FOREMAN
2019/08/12	MIDWEST POWER EQUIPMENT	\$159.94	KEITH HEWITT

2019/08/15	MIDWEST POWER EQUIPMENT	\$105.40	KEITH HEWITT
2019/08/27	MRWA	\$1,240.00	DENNIS ANTONE
2019/08/22	MSU PAYMENTS	\$25.00	BRETT DREYFUS
2019/08/23	MTU-CASHIERS OFFICE WEB	\$25.00	NYAL NUNN
2019/08/13	NATIONAL EMERGENCY TRAIN	\$309.50	WILLIAM PRIESE
2019/08/21	NINJAPOPSUNFITWORLD	\$199.00	ANDREA SMILEY
2019/08/02	OFFICEMAX/OFFICEDEPT#3379	\$27.97	ROBIN FAUST
2019/08/08	OFFICEMAX/OFFICEDEPT#3379	\$14.39	CHAD HOUCK
2019/08/09	OFFICEMAX/OFFICEDEPT#3379	\$44.46	WILLIAM PRIESE
2019/08/16	OFFICEMAX/OFFICEDEPT#3379	\$32.75	ROBIN FAUST
2019/08/19	OFFICEMAX/OFFICEDEPT#3379	\$76.61	TODD FRANK
2019/08/21	OFFICEMAX/OFFICEDEPT#3379	\$35.94	MICHAEL DEVLIN
2019/08/23	OFFICEMAX/OFFICEDEPT#3379	\$36.00	KRISTEN COLE
2019/08/23	OHIO TURNPIKE REPLENISHME	\$40.15	WILLIAM PRIESE
2019/08/01	OTTERBOX/LIFEPROOF	\$6.99	WILLIAM PRIESE
2019/08/23	PANERA BREAD #600715 P	\$13.99	KRISTEN COLE
2019/08/14	PARKING EP/PS	\$2.50	KATHERINE RICH
2019/08/21	PAYPAL *A1MAINGROUP	\$22.33	BENJAMIN MAKULSKI
2019/08/20	PAYPAL *ANCA	\$130.00	CATHERINE ADAMS
2019/08/09	PAYPAL *MFIS	\$325.00	TAVIS MILLEROV
2019/08/02	RIT SAFETY SOLUTIONS	\$145.99	WILLIAM PRIESE
2019/08/09	SHAHEEN CHEVROLET	\$69.30	JIM HANSEN
2019/08/09	SHROYER AUTO PARTS, INC.	\$150.00	TODD FRANK
2019/08/27	SITEONE LANDSCAPE SUPPLY,	\$82.93	MATT FOREMAN
2019/08/05	SOLDANS FEEDS & PET S	\$10.74	KATHERINE RICH
2019/08/12	SOLDANS FEEDS & PET S	\$28.73	KATHERINE RICH
2019/08/19	SOLDANS FEEDS & PET S	\$10.74	CATHERINE ADAMS
2019/08/26	SOLDANS FEEDS & PET S	\$10.14	CATHERINE ADAMS
2019/08/19	SQ *DEWOLF & ASSOCI	\$1,490.00	ANDREW MCCREADY
2019/08/13	STATE OF MI EMS	\$25.00	WILLIAM PRIESE
2019/08/16	STATE OF MI EMS	\$25.00	WILLIAM PRIESE
2019/08/07	SUBWAY 03078979	\$239.94	BRETT DREYFUS
2019/08/02	THE HOME DEPOT #2723	\$129.00	CHAD HOUCK
2019/08/02	THE HOME DEPOT #2723	\$50.01	DAN PALACIOS
2019/08/02	THE HOME DEPOT #2723	\$34.46	DENNIS ANTONE
2019/08/02	THE HOME DEPOT #2723	\$548.10	DENNIS ANTONE
2019/08/02	THE HOME DEPOT #2723	\$918.20	DENNIS ANTONE
2019/08/02	THE HOME DEPOT #2723	\$674.10	DENNIS ANTONE
2019/08/02	THE HOME DEPOT #2723	\$129.00	ROBERT STACY
2019/08/05	THE HOME DEPOT #2723	\$55.13	DAN PALACIOS
2019/08/05	THE HOME DEPOT #2723	\$6.34	LAWRENCE BOBB
2019/08/07	THE HOME DEPOT #2723	\$249.00	KELSEY DILLON
2019/08/07	THE HOME DEPOT #2723	\$4.82	TYLER KENNEL
2019/08/08	THE HOME DEPOT #2723	\$3.78	CHAD HOUCK
2019/08/08	THE HOME DEPOT #2723	\$52.88	MATT FOREMAN
2019/08/09	THE HOME DEPOT #2723	\$47.94	CHAD HOUCK
2019/08/09	THE HOME DEPOT #2723	\$13.74	KYLE FOGG
2019/08/09	THE HOME DEPOT #2723	\$26.32	TYLER KENNEL

2019/08/09	THE HOME DEPOT #2723	\$29.64	TYLER KENNEL
2019/08/12	THE HOME DEPOT #2723	\$25.36	DAVID LESTER
2019/08/12	THE HOME DEPOT #2723	\$123.04	DAVID LESTER
2019/08/12	THE HOME DEPOT #2723	\$26.08	KEITH HEWITT
2019/08/12	THE HOME DEPOT #2723	\$7.86	TYLER KENNEL
2019/08/12	THE HOME DEPOT #2723	\$15.98	TYLER KENNEL
2019/08/12	THE HOME DEPOT #2723	(\$7.97)	WILLIAM PRIESE
2019/08/12	THE HOME DEPOT #2723	\$37.94	WILLIAM PRIESE
2019/08/12	THE HOME DEPOT #2723	\$9.97	WILLIAM PRIESE
2019/08/14	THE HOME DEPOT #2723	\$14.46	MATT FOREMAN
2019/08/14	THE HOME DEPOT #2723	\$13.98	MATTHEW WALTERS
2019/08/15	THE HOME DEPOT #2723	\$12.81	ROBERT MACKENZIE
2019/08/16	THE HOME DEPOT #2723	\$19.76	DAN PALACIOS
2019/08/16	THE HOME DEPOT #2723	\$14.95	MATT FOREMAN
2019/08/16	THE HOME DEPOT #2723	\$25.47	TYLER KENNEL
2019/08/16	THE HOME DEPOT #2723	\$5.70	TYLER KENNEL
2019/08/16	THE HOME DEPOT #2723	\$17.98	TYLER KENNEL
2019/08/19	THE HOME DEPOT #2723	\$60.48	KEITH HEWITT
2019/08/19	THE HOME DEPOT #2723	(\$14.95)	MATT FOREMAN
2019/08/19	THE HOME DEPOT #2723	\$27.99	MATT FOREMAN
2019/08/19	THE HOME DEPOT #2723	\$67.18	MATT FOREMAN
2019/08/19	THE HOME DEPOT #2723	\$4,209.12	WILLIAM PRIESE
2019/08/21	THE HOME DEPOT #2723	\$4.27	ROBERT MACKENZIE
2019/08/21	THE HOME DEPOT #2723	\$63.11	TODD FRANK
2019/08/22	THE HOME DEPOT #2723	(\$19.96)	DAN PALACIOS
2019/08/22	THE HOME DEPOT #2723	\$171.47	DAN PALACIOS
2019/08/22	THE HOME DEPOT #2723	\$6.91	DAN PALACIOS
2019/08/22	THE HOME DEPOT #2723	\$56.28	LAWRENCE BOBB
2019/08/22	THE HOME DEPOT #2723	\$166.07	MATT FOREMAN
2019/08/22	THE HOME DEPOT #2723	\$6.91	ROBERT STACY
2019/08/22	THE HOME DEPOT #2723	(\$25.47)	TYLER KENNEL
2019/08/22	THE HOME DEPOT #2723	\$4.98	TYLER KENNEL
2019/08/23	THE HOME DEPOT #2723	\$58.44	ROBERT STACY
2019/08/26	THE HOME DEPOT #2723	\$128.40	KELSEY DILLON
2019/08/27	THE HOME DEPOT #2723	\$23.76	WILLIAM RICHARDSON
2019/08/26	THE PRINTING KING	\$258.00	ANDREA SMILEY
2019/08/02	TONERWORLD.COM	\$85.84	STEPHEN GEBES
2019/08/05	TOP HAT CRICKET FARM INC	\$35.15	CATHERINE ADAMS
2019/08/23	TRI-TECH/NATIONAL LAW	\$149.60	KYLE ROYSTON
2019/08/02	TST* MAYFAIR BAR	\$100.00	MICHELLE PRINZ
2019/08/09	U-HAUL JOLLY CEDAR	\$150.06	DENNIS ANTONE
2019/08/09	U-HAUL JOLLY CEDAR	\$142.44	DENNIS ANTONE
2019/08/12	ZORO TOOLS INC	\$165.81	WILLIAM PRIESE
2019/08/16	ZORO TOOLS INC	\$11.84	WILLIAM PRIESE

Total	\$21,789.46
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TOWNSHIP BOARD MEETING

September 3, 2019

TREASURER'S REPORT

Collections

Distributions

Investments

**DELINQUENT PERSONAL PROPERTY TAX COLLECTION TOTALS FOR 2014,
2015, 2016, 2017 & 2018 TAX YEARS**

COLLECTED IN 2019 (TO 08-27-19)	\$	32,557.98
COLLECTED IN 2018	\$	93,684.78
TOTAL REMAINING COLLECTIBLE (TO 08-27-19)	\$	26,453.71

TOTAL 2019 TAX YEAR COLLECTIONS (TO 08-27-19) \$ 11,196,499.52

2019 TAX YEAR DISTRIBUTION TOTALS (AS OF 08-22-19)

STATE EDUCATION TAX	\$	2,311,025.95
HASLETT SCHOOLS	\$	683,897.87
OKEMOS SCHOOLS	\$	1,446,278.15
WILLIAMSTON SCHOOLS	\$	34,800.84
EAST LANSING SCHOOLS	\$	439,032.22
INGHAM INTERMEDIATE SCHOOL DISTRICT	\$	2,310,850.48
INGHAM COUNTY	\$	2,619,640.02
MERIDIAN TOWNSHIP ADMIN	\$	98,985.56
INGHAM CO LANDBANK-BROWNFIELD ELEVATION	\$	3,477.18
TOTAL DISTRIBUTION:	\$	9,947,988.27

CURRENT FIXED MATURITY INVESTMENTS

Maturity	Fund	Investment	Principal	Purc Date	Int. Rate
09/28/19	general fund	Independent	1,017,201.61	12/28/18	2.94%
09/29/19	general fund	Horizon	1,000,000.00	12/29/18	2.94%
04/30/21	general fund	First Nat'l Bank of Amer	1,031,606.08	03/30/18	2.82%
10/01/23	general fund	FNMA (MBS)	413,986.65	07/30/19	2.03%
10/01/27	general fund	DDA Loan	149,500.00	08/05/10	3.00%
			<u>3,612,294.34</u>		
11/23/21	land pres res	Federal Natl Mtg (MBS)	330,000.00	05/19/16	1.50%
10/01/24	land pres res	FNMA (MBS)	892,000.00	07/30/19	2.47%
06/19/25	land pres res	Federal Farm Credit (MBS)	250,000.00	06/30/17	2.69%
06/26/29	land pres res	Federal Farm Credit (MBS)	250,000.00	06/30/17	3.18%
04/28/31	land pres res	Federal Natl Mtg (MBS)	1,000,000.00	04/28/16	2.50%
			<u>2,722,000.00</u>		
07/02/21	twp imp rev	Commercial Bank	400,000.00	7/2/2019	2.05%
			<u>400,000.00</u>		
08/06/19	parks	Horizon	600,000.00	2/6/2019	2.78%
			<u>600,000.00</u>		
10/06/19	roads	Horizon	900,000.00	2/6/2019	2.78%
			<u>900,000.00</u>		
07/27/21	water	Horizon	2,000,000.00	07/27/19	2.15%
			<u>2,000,000.00</u>		
Total Fixed Investments \$			10,234,294.34		

CURRENT NON-FIXED INVESTMENTS

7/31/2019

PURCH. DATE	FUND	INVESTMENT	PRINCIPAL	CURRENT RATE	INVESTMENT TYPE
08/01/02	GF	MBS	\$ 90,800.12	0.00%	money market
05/12/08	GF	MI Class	\$ 7,428,224.02	2.39%	pooled funds
05/20/09	GF	MSU Fed. CU	\$ 5.00	0.00%	savings
05/28/09	GF	MSU Fed. CU	\$ 749,257.59	1.33%	money market
		Total	\$ 8,268,286.73		
08/01/02	LP	MBS	\$ 150,000.00	0.00%	money market
04/16/03	LP	Flagstar	\$ 258,624.71	1.24%	savings
05/12/08	LP	MI Class	\$ 1,680,790.24	2.39%	pooled funds
		Total	\$ 2,089,414.95		
08/01/02	LP-R	MBS	\$ 5,746.17	0.00%	money market
01/16/09	LP-R	Horizon	\$ 206,599.61	2.00%	money market
05/12/08	LP-R	MI Class	\$ -	0.00%	pooled funds
		Total	\$ 212,345.78		
08/01/02	PM	MBS	\$ -	0.00%	money market
09/30/08	PM	MI Class	\$ -	0.00%	pooled funds
03/27/14	PM	Flagstar	\$ 416,543.59	1.90%	savings
		Total	\$ 416,543.59		
08/01/02	SF	MBS	\$ -	0.00%	money market
01/08/09	SF	Flagstar	\$ 5.49	0.00%	savings
		Total	\$ 5.49		
12/01/09	PA	MBS	\$ -	0.00%	money market
		Total	\$ -		
02/08/13	TA	MI Class	\$ -	0.00%	pooled funds
		Total	\$ -		
08/01/02	WF	MBS	\$ -	0.00%	money market
05/22/09	WF	MI Class	\$ -	0.00%	pooled funds
		Total	\$ -		
03/09/17	BP	MI Class	\$ 417,999.59	2.39%	pooled funds
		Total	\$ 417,999.59		
03/09/17	RDS	MI Class	\$ 212,294.96	2.39%	pooled funds
		Total	\$ 212,294.96		
Total Non-Fixed Investmen			\$ 11,616,891.09		
Total Fixed and Non-Fixed Investments			\$ 21,851,185.43		

FIXED MATURITY INVESTMENT TRANSACTIONS FOR JULY 2019

07/02/19	TIRF		
	Interest earned on matured Commercial Bank CD - Reinvested \$400,000	\$	2,612.69
07/27/19	GENERAL FUND		
	Monthly interest earned on Independent CD	\$	2,452.08
07/29/19	WATER		
	Reinvested a portion of matured CD @ Horizon - balance in checking	\$	2,000,000.00
07/30/19	GENERAL FUND		
	MBS Agency Fund called reinvested a portion - balance in MBS MM	\$	413,986.65
07/30/19	LAND PRESERVATION RESERVE		
	MBS Agency Fund called reinvested a portion- balance in MBS MM	\$	892,000.00

NON-FIXED INVESTMENT TRANSACTIONS FOR JULY 2019

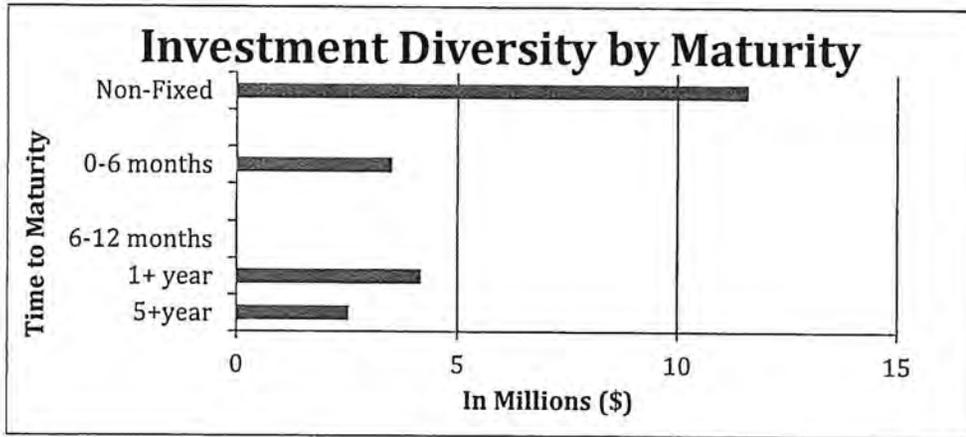
07/01/19	LAND PRESERVATION RESERVE		
	ACH'D funds from MBS money market to Horizon Checking	\$	7,337.50
07/01/19	LAND PRESERVATION		
	ACH'D funds from MBS money market to Horizon Checking	\$	171.99

Bank	Amount Fixed	Amount Non-Fixed	Total Investment
Horizon	\$ 4,500,000.00	\$ 206,599.61	\$ 4,706,599.61
Flagstar	\$ -	\$ 675,173.79	\$ 675,173.79
MBS	\$ 3,135,986.65	\$ 246,546.29	\$ 3,382,532.94
MI Class	\$ -	\$ 9,739,308.81	\$ 9,739,308.81
Commercial Bank	\$ 400,000.00	\$ -	\$ 400,000.00
MSU Federal CU	\$ -	\$ 749,262.59	\$ 749,262.59
DDA Loan	\$ 149,500.00	\$ -	\$ 149,500.00
First Nat'l Bank of Amer	\$ 1,031,606.08		\$ 1,031,606.08
Independent	\$ 1,017,201.61		\$ 1,017,201.61
Totals	\$ 10,234,294.34	\$ 11,616,891.09	\$ 21,851,185.43
% of total investment	46.83633468	53.16366532	100

Each investment institution has received and signed the Meridian Charter Township Investment Policy and Agreement to Comply.

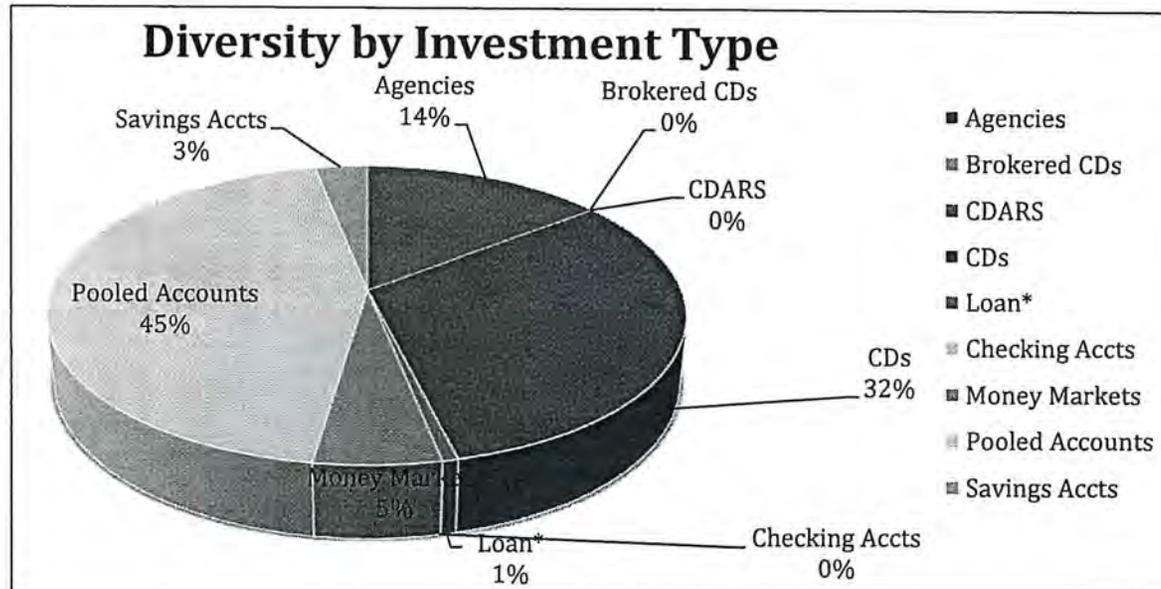
The signed agreement specifies that they are adhering to Public Act 20.

Investment Report Charter Township of Meridian



Current Investment Portfolio Size

Certificate of Deposits	\$ 6,948,807.69
CDARS	\$ -
Brokered CD's	\$ -
Agencies	\$ 3,135,986.65
Loan*	\$ 149,500.00
Money Markets	\$ 1,202,403.49
Checking Accts	\$ -
Savings Accts	\$ 675,178.79
Pooled Funds	\$ 9,739,308.81
	\$ 21,851,185.43



* Not an official investment but reflected for tracking purposes.



11. A & 13. B

To: Township Board

From: Frank L. Walsh, Township Manager

Date: August 30, 2019

Re: 2020 Recommended Budget Public Hearing and Discussion

On Tuesday, August 27, 2019, the Draft 2020 Budget was delivered to the Township Board members and at the same time was made publicly available on our website and at the Haslett and Okemos Libraries.

The overarching goals of the 2020 Budget mirror the 2019 Action Plan adopted by the Board in January 2019. The 2020 Budget focuses on fulfilling our promises that we made to our residents in 2017 and 2019. We are focused on fixing our roads, eliminating our legacy costs, relocating our Farmers' Market and eliminating two decades of blight in downtown Okemos and the Haslett Village Square.

Most importantly, this budget fulfills 100% of the promises we made regarding funding local roads and eliminating pension debt. Our creditability is our mission.

It would be helpful if you bring your copy of the Draft 2020 Budget to the Board meeting.

Finance Director Miriam Mattison and I look forward to presenting the budget to you on Tuesday, September 3rd. In the meantime, please do not hesitate to contact me if should you have any questions.



2020

Budget

Charter Township of Meridian



Meridian Township

5151 Marsh Road
Okemos, MI 48864
517.853.4000



meridian.mi.us

RECOMMENDED
BUDGET
FOR THE
FISCAL YEAR ENDING DECEMBER 31, 2020

Presented

To

Meridian Township Board

Ronald J. Styka, Supervisor
Brett Dreyfus, Clerk
Phil Deschaine, Treasurer
Courtney Wisinski, Trustee
Patricia Herring Jackson, Trustee
Dan Opsommer, Trustee
Kathy Ann Sundland, Trustee

By

Frank L. Walsh
Township Manager

Miriam Mattison
Finance Director

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Meridian Township
5151 Marsh Road
Okemos, MI 48864

P 517.853.4000
F 517.853.4096

Township Board:

Ronald J. Styka
Township Supervisor

Brett Dreyfus
Township Clerk

Phil Deschaine
Township Treasurer

Courtney Wisinski
Township Trustee

**Patricia Herring
Jackson**
Township Trustee

Dan Opsommer
Township Trustee

Kathy Ann Sundland
Township Trustee

Frank L. Walsh
Township Manager

08/27/2019

Dear Supervisor Styka and Board Members:

Finance Director Miriam Mattison and I are pleased to present you with a recommended 2020 Meridian Township Operating Budget. We plan to present you with a complete overview of the budget at your September 3rd Board meeting. Please do not hesitate to contact me should you have any questions leading up to the presentation. Completing the annual budget, and monitoring expenses throughout the year, are the most critical tasks assigned to my administration. It is incumbent upon us to prepare a budget that aligns with your vision and priorities.

INTRODUCTION

If the local government is serving their residents to the highest degree, our 2020 Budget should be a mirror reflection of the goals established by the Township Board in December 2018. The Board's 2019 Action Plan, adopted in December 2018, ignites a call to fix our local roads, expand our solar footprint, address medical marihuana, construct the Okemos Road Boardwalk, clean up and develop downtown Okemos, expand Redi-Ride service, strengthen our Meridian Mall, construct a new Farmers' Market, encourage diverse housing and build momentum in Haslett. The 2020 Draft Budget addresses all of these projects and will continue Meridian Township in a direction of unparalleled success.

GENERAL FUND

The General Fund is the mechanism to pay for core essential services such as police, fire, tax collection, assessing, elections, cemeteries and parks and recreation. Since 2013, the Board's policy has been to maintain a minimum rainy day general fund balance of \$5,250,000. Most local government experts believe good governance is maintaining a contingency fund of 20% of your total general fund expenses. If this 2020 Budget is approved as presented, our general fund balance will be 29% of our annual operating expenses. Over the past years we have maintained a healthy financial outlook, while at the same time tackling some of our most pervasive issues. Without the generous Meridian Township voters, our community would have reduced public safety, higher pension debt and no plan to address our crumbling roads. Our voters, and proper planning, by the Township Board, have allowed us to go from Good to Great.

The 2020 General Fund revenue is \$22,904,355. We expect 2019 General Fund expenses to be \$24,516,585. Expenses will top revenues by \$1,612,230. However, if you eliminate the one-time expenses of local roads, (\$250,000) Marketplace on the Green, (\$400,000) Meridian Redevelopment Fund (\$700,000) and HVAC Improvements (\$2,200,000). In sum, the 2020 Budget proposal contains \$3,550,000 one-time allocations.

We do not have a structural budget deficit. Rather, we have the unique ability to fund community projects that will benefit every Meridian resident.

MERS PENSION DEBT

For the second year in a row, we maintained our promise to the voters by transferring \$1,500,000 from the General Fund to the Municipal Employees' Retirement System of Michigan (MERS). We have eight more years to follow the same process. Our December 31, 2018 MERS Annual Actuarial Valuation Report indicated that our funding position slipped from 64% to 63%. Given the extreme market conditions in 2018, we expected a loss up to 3%. We remain well above our 58% funding level prior to the August 2017 fire-police ballot initiative. If the market remains strong in 2019, we expect to hit 70% on December 31, 2019. At 70%, we would mark an all-time high for our MERS pension fund.

We continue to ignore MERS' rosy forecast of a 7.75% rate of return. Our outlook is predicated on a 5.0%-5.75% rate of return. The two areas of most concern continue to be the police command and fire pension funds. The police command fund is 53.1% and fire 47.9%. Our current monthly payment is \$197,761. Our 2020 monthly payment will increase to \$214,649. In addition to the monthly payment, we will continue to deposit \$750,000 in each of the police and fire pension funds.

On Page 3 of the aforementioned report, it states, "to accelerate to a 100% funding ratio in 10 years, estimated monthly employer contributions for the fiscal year beginning in 2020 for the entire employer would be \$327,993, instead of \$214,649. If you add our monthly contribution of \$214,649 over 12 months (\$2,575,788) to our additional annual contribution of \$1,500,000, our net deposit is \$4,075,788. Hence, we are contributing \$4,075,788/12, or \$339,649 per month. We are exceeding the recommended annual 100% goal contribution of \$327,993 for ten years. Our goal remains 100% funded ratio by 2027.

LOCAL ROADS

Our local road-funding list was limited in 2019 due to the significant cost to reconstruct Towner Road and the local portion of Hagadorn Road and Birch Row. The Hagadorn/Birch Row work will be completed in conjunction with the County as they resurface and improve Lake Lansing Road from Hagadorn to Saginaw Highway this fall. After the work is completed on Towner and Hagadorn/Birch Row, we anticipate having \$375,000 for resurfacing work on Arundel Place and potentially a few other small segments in 2019.

With the recent passage of our August 6, 2019 road bond, we are prepared to repair up to 12 miles of roads in 2020 and complete preservation work on another 5-6 miles. If our bids are competitive, we could see nearly 17-18 miles of road construction as the calendar turns. The General Fund does contain a \$250,000 contribution to fund road preservation. We will use the funds to crack and chip seal our better roads in order to add longevity to our quality roads. Therefore, the entire \$3,500,000 bond proceeds can be allocated to fix our worst roads first. We have over 100 miles of poor streets in Meridian Township. At a minimum, we shall repair 10 miles per year with bond proceeds. The 2020 road project list will be available, for public viewing, prior to December 1, 2019.



MOTOR POOL

The Motor Pool Fund is an internal service fund used to pay for the purchases and maintenance of the Township fleet. It is a critical fund, as many of the services we provide our residents require the use of specialized vehicles and equipment. The Motor Pool is funded by "rents" from the various Township Departments based on future replacement costs, repairs and fuel usage.

In the 2020 recommended budget, we commit our third allocation for the purchase a new ladder truck in 2021/2022. With the allocation from 2018 and 2019, we currently have \$500,000 set aside for the purchase. After the additional dedicated \$250,000 in 2020, we will have \$750,000 in cash for the procurement. We are fulfilling our promise we made to the voters in 2017.

In addition to the allocation for the new ladder truck, we are recommending the purchase of the following vehicles and equipment in the 2020 Motor Pool Budget:

Police	Three Patrol vehicles and accessories	\$123,000
Fire	Retro fit former Police Patrol	\$3,000
Admin/Community Dev.	Two Small SUV's	\$45,000
Engineering	Retro fit former Police Patrol	\$3,000
DPW- Water	10-yard Dump Truck	\$150,000
	Heavy Duty Service Truck	\$55,000
DPW- Sewer	Heavy Duty 4x4 Truck w/plow	\$36,500
DPW- Grounds	Parking Lot Salt Spreader	\$7,000
Total New Purchases and Retrofits		\$422,500



HUMAN RESOURCES

Union negotiations are ongoing with the four non-312 collective bargaining units. We anticipate bargaining sessions with Fire and Police (312 units) to begin in late third quarter 2019. All seven bargaining unit contracts expire December 31, 2019. Current bargaining sessions are primarily focused on wages and benefits. Our goal is to provide a package that includes competitive wages and superior healthcare benefits where, hopefully, no employee paycheck contribution prevails again for 2020 medical insurance (as long as we continue to come in under the PA152 hard cap calculations due in mid-September). Our 2019 employee turnover levels increased due to scheduled retirements as expected, and some unexpected separations across the Township. The retirement trend will continue in 2020, requiring targeted recruitment efforts particularly in the Police and Fire Departments. Diversity initiatives continue to be a driving force for participating in Career Fairs and networking activities.

The primary areas of focus for the Human Resources Department are health care costs, effective 2019-20 negotiations, and successful recruitment to maintain required staffing levels. We must be prepared to address the reality that the current practice of no employee paycheck contribution toward the premium for health care coverage may not continue. The self-insured health care plan continues to work in our favor. The expected cost vs. the actual expense analysis through June, 2019 indicates that our current performance is 7.7% below expected costs. We are expecting a reasonable renewal cost with our providers with these promising numbers.

CHANGING PROPERTY VALUES

According to Township Assessor Dave Lee, Meridian Township expects to see a 3.34% increase in 2019 taxable values. The Township’s 2019 tax base stands at \$1,819,243,937. The number of tax appeals facing the Township has dropped dramatically over the past several years. At this time, we have 7 open appeals. In 2013-14, we had 47 open appeals.

Millage Renewals

Below is the proposed Millage and Taxable Value Summary for 2019. This recommended budget is promulgated to include the street improvement bond millage approved by voters on August 6, 2019. CATA Redi-Ride millage expired at the end of 2018 and, with its recent renewal by voters, will be levied again in 2020.

MILLAGE & TAXABLE VALUE SUMMARY

<u>PURPOSE</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Charter Operating	4.2002	4.1875	4.1741	4.1670	4.1670
Local Roads(2012)	0.2500	0.2492	0.2484	0.2479	0.0000
EMS/Fire(2004)	0.6405	0.6385	0.6364	0.6353	0.6353
Police(2004)	0.6080	0.6061	0.6041	0.6030	0.6030
Community Services(2012)	0.1500	0.1495	0.1490	0.1487	0.1487
Pedestrian/Bicycle Pathways (2016)	0.2774	0.2765	0.3322	0.3316	0.3316
CATA Redi-Ride (2009)	0.2000	0.1994	0.1987	0.1983	0.0000
Land Preservation (2010)	0.3300	0.3290	0.3279	0.3273	0.3273
Parks (2004)	0.3170	0.3160	0.0000	0.0000	0.0000
Police and Fire (2017)	0.0000	0.0000	1.4830	1.4804	1.4804
Parks (2014)	<u>0.6667</u>	<u>0.6646</u>	<u>0.6624</u>	<u>0.6612</u>	<u>0.6612</u>
SUB-TOTAL OPERATING	7.6398	7.6163	8.8162	8.8007	8.3545

Fire Station Building Debt (2012)	0.2000	0.2000	0.2000	0.2000	0.2000
Street Improvement Debt (2019) (estimated)	0.0000	0.0000	0.0000	0.0000	1.9428
TOTAL ALLMILLAGES	7.8398	7.8163	9.0162	9.0007	10.4973
Taxable Value (000)	\$1,608,665	\$1,640,026	\$1,688,081	\$1,760,492	\$1,819,244
	3.64%	1.95%	2.93%	4.29%	3.34%

ECONOMIC DEVELOPMENT

Great strides were made in 2019 that should help Meridian Township move the development needle in 2020 and beyond. The Meridian Redevelopment Fund is active and we anticipate requests by the end of this year for the Village of Okemos project. The DDA TIFA Plan has been rewritten with the participation of 97% of the possible tax mills available. This update is necessary for development to occur in the blighted area of downtown Okemos, and we expect this tax relief to bring us the quality development the Township residents deserve. The Village of Okemos will need our continued support for the next two years, and we need to be prepared for additional projects stemming from this core project.

Haslett has had less publicly known development action, but our Economic Development Director has leveraged the Redevelopment Ready Communities certification and earned \$25,000 in grant funding from the MEDC for an absorption study of the Haslett PICA. Simply put, interested developers want 3rd party assurances that their proposed development will provide a service or housing that the Haslett community will support at a high level. Results of this study will be in-hand by the 4th quarter this year and will hopefully result in quality development projects in 2020.

Meridian Mall continues to evolve with the addition of High Caliber Karting opening in the single story Younkers space and the Marketplace on the Green coming in 2020. It is expected that an announcement for a use at the still vacant, two-story Younkers will come before the end of 2019. This would be critical because if the anchor stores aren't active, the rest of the mall campus suffers. In 2020 we will need to show flexibility and a willingness to "do things differently" as out-of-the box ideas are suggested and the mall strives to play a more modern and sustainable role in the heart of our Township.

The completion of the Best Buy/Office Depot/Big Lots project has added an aesthetic improvement and 100% occupancy of an otherwise aging commercial property. Panera Bread, the redevelopment of the former Leo's Lodge site, car dealership activity, and the implementation of the medical marihuana ordinance rounds out the Economic Development highlights from 2019 that should springboard us into a very positive 2020. The fate of Walnut Hills and the former drive-in movie theater along the Saginaw business loop, which covers 40+ acres, remain large development areas in the Township.

Finally, we must continue to review and approve housing projects that offer the variety and affordability that new and existing residents are looking for. Without a strong population base, the commercial districts will continue to struggle. Copper Creek and Newton Park are being welcomed by Haslett Public Schools. Phase 2 of the Elevation project in Okemos is underway now that Phase 1 is fully occupied. Additional housing starts, both for-rent and home-ownership, will be proposed and should be seriously considered so long as they adhere to high quality, traffic and environmental standards.

FIRE DEPARTMENT



The fire department's 2020 recommended budget includes personal protective equipment, replacement of structural firefighting gear, SCBA cylinders, saws, and hose. Replacement schedules were developed for all of these items based on MIOSHA lifespan requirements and with the purpose of replacing gradually instead of lump sum purchases from the budget.

A ninth outdoor warning siren is proposed this year in the area of Marsh Road and Lake Drive. We are also allocating resources to modernize our south fire station.

The fire department vehicle fleet remains strong with four ambulances less than five years old and a 2016 fire engine in the fleet. We also will be paying cash for one engine and one truck in the next five years. The ladder truck committee has been established and is aggressively working on specifications to purchase a top-of-the-line truck.



INFORMATION TECHNOLOGY

Activities in 2020 support many of the exciting staffing changes implemented in 2019, and also continues the Township's established record of investment in production boosting technologies. There are several intra-governmental cooperatives that will be expanded upon and also enhanced to help provide better end user service. There are several projects that will help to maintain and improve our work-force productivity. We will be replacing the last of our Windows 7 workstations. Most of the replaced machines will be on the order of 5-7 years old, and should allow for better end-user performance based upon machine benchmarks alone. There will be additional investments in our Storage Area Network devices to further enhance end-user access to network resources, and simultaneously improve efficiency. We will also be completing some of the projects that short staffing did not allow us to complete in 2019, such as investments into our Internet connections and wireless capabilities throughout all of our facilities.

In addition to our active projects for 2020, we will continue with organization-wide efforts to produce a plan to handle our ever-growing mountain of paperwork and paper records that are quickly expanding to consume what would otherwise be valuable work-areas for our end-users.

IT staff will, of course, continue all standard operations for technology resource protection, maintenance, and backup.

PUBLIC WORKS

With the recent reorganization of the Department of Public Works, the following Township functions: Engineering, Environmental Services, Geographic Information Systems (GIS), Local Streets, Water, Sewer, Motor Pool, Cemetery, Buildings and Grounds will be coordinated by the Deputy Township Manager/Director of Public Works & Engineering.

In regards to the budget document, the Public Works section is composed of the Water Fund and the Sewer Fund. These two separate budgets, which are considered enterprise funds, provide for specific accounting for the revenues and expenditures of the distinct utilities.

In the Water Fund, the primary revenue source is the sale of water to our roughly 13,000 customer accounts. Expenses for the fund include: Administration, which includes a contribution to the General Fund, Engineering, Water Supply or the purchase of drinking water from the East Lansing Meridian Water Authority (ELMWSA) and the Lansing Board of Water and Light (LBWL), Water Maintenance and Capital Outlay. Water improvement projects recommended for 2020 include water main replacement on Haslett Road near Westminster Road for \$290,000, as it was postponed from 2019 for other unplanned work, water plant improvements of \$150,000 and modifications to the Dobie Road Booster Station in the amount of \$225,000 for a total capital budget of \$665,000 for the Water Fund.

The Sewer Fund is very similar, in that the primary revenue source is the charge of service to collect, transport and treat the sanitary waste generated by our customers each day. Expenses for the fund include: Administration, which also includes a contribution to the General Fund, Engineering, Sewage Treatment or the cost to purchase treatment services from the City of East Lansing Water Reclamation and Reuse Facility (ELWRRF), Sewer Maintenance and Capital Outlay. Proposed capital improvements include the lining and repair to various sewer mains in the Lake Lansing/ northeast area at \$450,000, and the purchase and installation of an on-site fixed generator for the Shoals lift-station at \$50,000 for a total capital budget of \$500,000.

Utility rates for 2020 are being recommended for an increase to sufficiently fund the operations and necessary capital improvements of the Department of Public Works. As noted previously, this includes the purchase of safe potable drinking water and the safe and environmentally correct treatment of wastewater, the recommended capital outlay for both funds, necessary ongoing and future improvements at the City of East Lansing WRRF, and future critical improvement at the ELMWSA treatment plant. With the recent prominence of emerging chemical pollutants, like PFAS, that can negatively impact our safe drinking water, and increasing regulatory requirements from the Federal and State Government, it is critical we plan for and properly fund improvements to both of our treatment facilities for the health and safety of our residents.

To fund all these necessary functions, the water commodity charge is recommended to increase from \$4.59 to \$4.77 per 1,000 gallons and the sewer commodity charge is recommended to increase from \$5.41 to \$5.84 per 1,000 gallons. The \$5.00 billing charge is recommended to remain the same as the 2019 rate of \$5.00 per utility bill. The average homeowner, with a usage of 12,500 gallons per quarter, will realize an increase from \$135.01 to \$137.63. This equates to an increase of \$2.45 per quarter for the average user of both public water and sewer in the Township. Even with the proposed increase, based on our recent survey

of surrounding communities, we will continue to have the lowest rates in the area and be able to provide the necessary recommended improvements to our system.

Rate Comparison Water & Sewer –Based on an average usage of 12,500 gallons per quarter

Municipality	Quarterly Bill
Williamston	\$294.90
East Lansing	\$269.67
Potterville	\$255.69
Delhi Township (BWL)	\$253.38
Lansing (BWL)	\$253.06
St. Johns	\$247.42
Grand Ledge	\$232.99
Charlotte	\$215.25
Bath Township (BWL)	\$214.31
Leslie	\$210.09
DeWitt Township (BWL)	\$200.39
Eaton Rapids	\$185.41
DeWitt (BWL)	\$174.11
Mason	\$163.48
Current Meridian	\$130.01
Recommended Meridian	\$137.63

CAPITAL IMPROVEMENTS

The 2020 Budget recommends \$2,325,000 for capital construction projects. \$2.2 million is allocated for the replacement of the Municipal Building HVAC system. In addition, we are recommending \$20,000 for the remodeling of several employee break areas in the Municipal building, \$30,000 for the replacement of windows in the Municipal Building and \$75,000 for the replacement of the front concrete driveway of the south Fire Station.



POLICE DEPARTMENT

Our current year began with the Police Department's efforts to become the first Mid-Michigan police agency to become accredited through the Michigan Association of Chiefs of Police. The Department has worked diligently to prepare for the December assessment. The Department also welcomed two new officers, both Haslett High School graduates and celebrated two retirements (Sergeant Scott Dawson and Officer Kristi Lysik).

The 2020 budget includes funding to sponsor one candidate to the Mid-Michigan Police Academy. This will assist in meeting our goal of full staffing of 41 officers while increasing the diversity of the employees of police department.

Also funded in 2020, are upgrades to the Department's training room that include audio visual upgrades along with updated tables, chairs and window blinds. As well as, \$15,000 in the police restricted fund for a new K-9 unit.



Traffic concerns consistently rank as one of the top complaints received by the police department. This year's budget includes funding for two speed signs. These signs not only warn motorists they are exceeding the speed limit but allow the Department to conduct speed studies to identify the scope of the traffic concern and how to best address the issue.

In 2019, the contract for police services with Williamstown Township was renewed for a 3-year period. This contract is the first that has included annual increases to cover the increasing costs of personnel and equipment. The cost of the services provided to Williamstown Township is covered by the contract with no financial burden on Meridian Township.

PARKS AND RECREATION

A large number of park development projects have been completed in the last five years due to the park millage supported by voters in 2014 and also through numerous grants. In 2019, there were several major park development projects that were designed and put to bid for fall 2019/spring 2020 construction. These major projects include: Marketplace on the Green; Central Park Regional Pathway; Historical Village Restroom and Gateway Path; Harris Nature Center Pavilion and Waterless Restroom; Small Dog Park in Nancy Moore Park and the Meridian Senior Center Courtyard.



Other projects planned for 2020 include the paving and expansion of two parking lots: Central Park South and North Meridian Road Park; and the Large Dog Park in Central Park.

In 2018, we constructed the Township's first pickleball courts at Hillbrook and Towner Road Parks. Pickleball has been very popular and there is a high demand for court space. The quality of our park maintenance activities continues to improve and will continue to be a focus in 2020. Plans include providing additional pickleball amenities including a shade structure near the courts. Marketplace on the Green will receive its "finishing touches" in 2020 as well.

Deer Management

This year is our ninth year of the successful deer management program. The Township will continue to partner with Ingham County, private property owners and the Michigan Department of Natural Resources in an attempt to curtail the over-population of deer. The DNR and USDA provide additional support in the off-season to assist in halting the spread of CWD. Typically around 75 residents participate as deer managers across the 38 properties.



	Total Hunters	Properties Hunted	Deer Harvested	Reported Deer/Car Collisions
2011	25	7	43	152
2012	50	18	90	153
2013	60	20	127	180
2014	73	21	150	137
2015	30	19	63	144
2016	75	29	67	164
2017	75	29	80	148
2018	74	38	57	129
2019		38 proposed		

Land Preservation

In 2019, hundreds of volunteers and students engaged in stewardship activities in Meridian Township's Land Preserves. Projects this year have included a large scale tree planting, pollinator garden enhancements, invasive species management on six preserve properties, prairie restoration, seed ball projects, and a prescribed burn to manage a restored grassland.





COMMUNICATIONS AND HOMTV

Effective January 1, 2020, I'm introducing a major reorganization of the Communications Department. We currently employ five full-time and two part-time team members for a total of six full-time equivalent. Our current communication budget is nearly \$700,000. Our core mission is social media, HOMTV, marketing, website, programming and offering live production of our municipal meetings. Our mission will remain the same and intact. I'm proposing a 2020 appropriation of \$314,510. Our team will now consist of three full-time members who are dedicated to make the transition smooth and undetectable. Included in the reorganization plan is a severance package for our renowned Director Deborah Guthrie. Ms. Guthrie has provided 21 years of dedicated and exemplary service to our communications effort. It is incumbent upon us to recognize her vast accomplishments as she accepts my offer to vacate the Director's position. Her current employment agreement allows for six months of salary. In addition to the salary, I've offered to cover Ms. Guthrie's medical coverage for 12 months. As difficult as it is to part ways with someone as talented as Director Guthrie, we must focus on reshaping our expenses to match our community needs. We will not fill the vacate position beyond January 1.

An additional step necessary to make this reorganization possible is amending our current ordinance that allocates 80% of our franchise fees away from the General Fund. In September, we will ask the Township Board to change our allocation that mandates 100% of the franchise fees to the General Fund. In order for the reorganization to move forward, we will need the Board to approve the severance agreement and ordinance modification. Simply put, I believe the recent tax increases mandate that we tighten our belt and seek alternative solutions to providing our municipal services.

We will remain committed to providing an excellent product to the community. Our 2020 team will focus on providing our core communication services in a unified manner.

CHARGES AND FEES

Construction Valuation-One and Two Family Dwellings:

- Living Areas- the fee would increase from \$118.45/sq. ft. to \$122.46/sq. ft.
- Basement Area (unfinished)- the fee would increase from \$21.00/sq. ft. to \$22.45/sq.ft.
- Basement Area (finished)- the fee would increase from \$48.88/sq. ft. to \$50.53/sq. ft.
- Garage Area-the fee would increase from \$47.80/sq. ft. to \$48.73/sq. ft.
- Demolition of Buildings (dwellings, garages, sheds, swimming pools)- the fee would increase from \$75 to \$100
- Tall Grass Violation (residential)- the fee would increase from \$50 to \$75
- Tall Grass Violation (non-residential)- the fee would increase from \$100 to \$125

With the addition of the medical marihuana ordinance, we are suggesting the following fees:

- \$5,000 Initial Application

- \$5,000 Annual/Renewal Application

With the addition of the Brownfield Redevelopment Authority, we are suggesting the following fees:

- Application Fee- \$3,000 (total project \$0-\$5 million), \$4,000 (total project \$5 million-\$10 million), \$5,000 (total project \$10 million and over)

Wetland Fees:

- Acreage Fee-Verification would be modified from \$500-\$2,500 + \$500 per 20 acres over 100 to \$1,500-\$3,500 + 500 per 20 acres over 100
- Acreage Fee-Verification would be modified from \$1,250-\$3,500 + \$500 per 20 acres over 100 to \$2,250-\$4,500 + 500 per 20 acres over 100
- Acreage Fee-Verification would be modified from \$2,250-\$6,000 + \$500 per 20 acres over 100 to \$3,250-\$7,000+ 500 per 20 acres over 100

Fire/EMS Ambulance Fees:

- ALS Emergency fee would increase from \$750 to \$800
- ALS II Emergency (monitoring/drugs, etc.) would increase from \$750 to \$800
- ALS Non-Emergency would increase from \$100 to \$800
- BLS Emergency fee would be added at \$800
- BLS Non-Emergency would be added at \$800
- Mileage (per loaded mile) would be added at \$13.00

Water and Sewer Fees:

- Water increase from \$4.59 to \$4.77 per 1,000 gallons
- Sewer increase from \$5.41 to \$5.84 per 1,000 gallons

SUMMARY

Before I delve into the 2020 summary, I want to thank the Township Board for steering the ship in the right direction and the outstanding team of professionals that come to work every day to make Meridian a PRIME community. Our TEAM is blessed with unparalleled talent, common sense and an unrelenting passion to serve the public. A special acknowledgement to Finance Director Miriam Mattison. I appreciate Miriam's commitment to excellent financial oversight.

The 2020 Budget as proposed can be summed up in a few words. "We follow through on our promises".

In 2017, we promised our voters we would use the police-fire millage for hiring two additional police officers, two additional firefighter/paramedics, contributing \$1,500,000 to our pension fund and setting aside \$250,000 per year for the purchase of a ladder truck. This year, we promised our voters we would set aside the entire August 6, 2019 bond proceeds to fix our local roads. We promised no administrative cost would be siphoned off the top. The 2020 Draft Budget fulfills each promise we made to our residents. However, local government cannot be centered on consistent tax hikes. We have an obligation to constantly review our performance by conducting a cost/benefit analysis for each governmental function.

The highlights of 2020 include appropriations to:

- Marketplace on the Green (\$400,000)
- Local Road Preservation (\$250,000)
- Fire Department Ladder Truck 3rd Set Aside (\$250,000)
- Remodeling Employee Breakrooms (\$20,000)
- Meridian Redevelopment Fund (\$700,000)
- HVAC Improvements (\$2,200,000)
- Canine Unit (\$15,000)

- Chinese New Year (\$1,000)
- Flags Over Meridian (\$400)
- South Fire Station Improvements (\$75,000)
- Emergency Warning Siren (9th) (\$25,000)
- Lake Lansing Watershed (\$10,000)
- Additional Payment to OPEB (\$245,000)
- Additional Payment to Township Pension Fund (\$54,000)
- Additional Payment to MERS (\$1,500,000)
- Historical Village Maintenance (\$5,000)
- Meals on Wheels (\$4,000)
- Meridian Community Band (\$1,700)
- New Police Interceptors (\$123,000)
- Window Replacements at Town Hall (\$30,000)

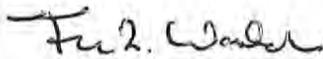
After paying our expenses for 2020, we forecast a December 31, 2020 general fund balance of \$6,109,545. This exceeds our required fund balance of \$5,250,000 by \$859,545. Hence, our general fund balance is in outstanding shape as we head to 2020. We will continue to accelerate our debt elimination plan and reinvest in our municipal building. Our voters spoke loud and clear in August when they provided us the means to fix our local roads.

Over the next decade we shall eliminate our MERS pension debt and fix our local roads. If we are successful, I anticipate a 25%-30% reduction in Meridian Township property tax by 2028.

Thank you for the opportunity to serve the Township Board and the residents of Meridian Township. I look forward to a fulfilling 2020.

We look forward to your questions, feedback and insight on Tuesday, September 3, 2019.

Sincerely,



Frank L. Walsh
Township Manager

2020 Budget Resolution

At a meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at 5151 Marsh Road, Okemos, Michigan 48864-1198, on the 17th day of September 2019, at 6:00 pm local time.

PRESENT: _____

ABSENT: _____

The following budget resolution was offered by _____ and supported by _____.

WHEREAS, the Township Clerk and Board received the proposed 2020 Township Budgets on August 27, 2019, submitted in conformance with 1947 PA 359 Sections 42.24 and 42.25; and

WHEREAS, the Township Board conducted a public hearing and deliberated over the 2020 Township Budgets on September 3, 2019; and

WHEREAS, this resolution serves as the general appropriations act for the Township;

NOW THEREFORE, BE IT RESOLVED THAT THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN hereby adopts the 2020 Budget shown below and on the attached Summaries of Special Revenue Funds, Debt Service Funds, and Capital Projects Funds. These budgets are supported by the budget document, and subject to all Township policies regarding the expenditure of funds and technical or typographical corrections to the narrative.

2020 REVENUE SUMMARY

	GENERAL FUND	SPECIAL REVENUE FUNDS*	DEBT SERVICE FUNDS*	CAPITAL PROJECTS FUNDS*	PUBLIC WORKS FUNDS	INTERNAL SERVICE FUND	DDA
REVENUES							
Taxes	\$13,499,160	\$2,538,200	\$3,875,600	\$0	\$0	\$0	\$30,200
Licenses & Permits	798,250	0	0	0	0	0	0
Intergovernmental	3,925,700	2,584,600	0	0	0	0	12,000
Charges For Services	4,388,400	94,000	0	0	12,442,050	1,250,320	0
Interest	104,485	87,250	32,000	20,000	30,000	5,000	0
Special Assessments	0	0	0	150,000	0	0	0
Other	188,360	11,625,700	0	0	40,700	5,000	0
SUBTOTAL	22,904,355	16,929,750	3,907,600	170,000	12,512,750	1,260,320	42,200
OTHER FINANCING SOURCES							
Operating Transfers In	0	250,000	0	0	0	250,000	0
TOTAL REVENUES	\$22,904,355	\$17,179,750	\$3,907,600	\$170,000	\$12,512,750	\$1,510,320	\$42,200

2020 EXPENDITURE SUMMARY

	GENERAL FUND	SPECIAL REVENUE FUNDS*	DEBT SERVICE FUNDS*	CAPITAL PROJECTS FUNDS*	PUBLIC WORKS FUNDS	INTERNAL SERVICE FUND	DDA
EXPENDITURES							
Legislative	\$84,200	\$0	\$0	\$0		\$0	\$0
General Government	6,564,880	0	0	0		0	4,000
Public Safety	13,705,595	20,000	0	0		702,760	0
Public Works	121,165	217,420	0	0	11,055,560	0	0
Health & Welfare	60,575	127,000	0	0		0	0
Community Economic & Development	0	0	0	0	0	0	0
Recreation & Culture	1,070,170	1,196,915	0	0		0	0
Capital Outlay	2,500,000	6,751,000	0	120,000	1,165,000	437,500	0
Debt Service	0	0	3,813,580	0	253,500	0	4,485
SUBTOTAL	24,106,585	8,312,335	3,813,580	120,000	12,474,060	1,140,260	8,485
OTHER FINANCING USES							
Operating Transfers Out	500,000	0	0	0	0	0	0
TOTAL EXPENDITURES	\$24,606,585	\$8,312,335	\$3,813,580	\$120,000	\$12,474,060	\$1,140,260	\$8,485

* See attached Summary of Special Revenue Funds, Debt Service Funds, and Capital Projects Funds

BE IT FURTHER RESOLVED that the following millage is ordered to be levied on December 1, 2019, for the purpose of funding the 2020 Township budget with the monies raised to be paid into the appropriate funds:

<u>PURPOSE</u>	<u>2020</u>
CHARTER OPERATING	4.1670
VOTED OPERATING	
Local Roads (2012)	0.0000
CATA Redi-Ride Service (2009)	0.0000
Community Services (2012)	0.1487
Fire (2004)	0.6353
Land Preservation (2010)	0.3273
Parks & Recreation (2014)	0.6612
Pedestrian/Bicycle Pathways (2004)	0.3316
Police (2004)	0.6030
Police & Fire Protection (2017)	<u>1.4804</u>
TOTAL VOTED OPERATING	<u>4.1875</u>
SUB-TOTAL ALL OPERATING	<u>8.3545</u>
VOTED DEBT SERVICE	
Fire Station Building Debt (2012)	0.2000
TOTAL ALL MILLAGES	<u>8.5545</u>

ADOPTED: YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
) ss
 COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk for the Charter Township of Meridian, Ingham County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board held on the 17th day of September, 2019.

 Brett Dreyfus
 Township Clerk

Budget Process Policy
Charter Township of Meridian

Legal Requirements

**State of Michigan
Charter Township Act
Act 359 of 1947**

Section 42.24. On or before 150 days prior to the commencement of the fiscal year, each township officer shall submit to the supervisor, or to the township superintendent if such officer has been appointed, an itemized estimate of the anticipated expenditures of the township for the next fiscal year for the township activities under his or her charge. The supervisor, or township superintendent, as the case may be, shall prepare a complete itemized budget proposal for the next fiscal year and shall submit it to the township board not later than 120 days prior to the commencement of the fiscal year.

Section 42.25. The budget proposal shall present a complete financial plan for the ensuing fiscal year, which shall commence on January 1 of each year and end on the following December 31, or in the alternative shall commence on April 1 of each year and end on the following March 31. In no event shall any fiscal year of a township be extended beyond 12 months. It shall include at least all of the following information:

- (a) Detailed estimates of all proposed expenditures for each function and office of the township, showing the expenditures for corresponding items for the current and last preceding fiscal years, with reasons for increases and decreases recommended, as compared with appropriations for the current year.
- (b) Statements of the bonded and other indebtedness of the township, showing the debt redemption and interest requirements, the debt authorized and unissued, and the condition of sinking funds, if any.
- (c) Detailed estimates of all anticipated income of the township from sources other than taxes and borrowing, with a comparative statement of the amounts received by the township from each of the same or similar sources for the last preceding and current fiscal years.
- (d) A statement of the estimated balance or deficit, as the case may be, from the end of the current fiscal year.
- (e) An estimate of the amount of money to be raised by taxation and from delinquent taxes and the amount to be raised from bond issues which, together with income from other sources, will be necessary to meet the proposed expenditures.
- (f) Such other supporting schedules as the township board considers necessary.

Section 42.26. A public hearing on the budget shall be held before its final adoption, at such time and place as the township board shall direct, and notice of such public hearing shall be published at least 1 week in advance by the township clerk. A copy of the proposed budget shall be on file and available to the public for inspection during office hours at the office of the township clerk for a period of not less than 1 week prior to such public hearing.

Section 42.27.

- (1) Except as otherwise provided by this subsection, prior to the commencement of the fiscal year, the township board shall, by resolution, adopt the budget for the next fiscal

year, make an appropriation of the money needed for township purposes, and provide for a levy of taxes upon real and personal property. If a township operates on a calendar year budget cycle, a public hearing on the proposed budget shall be held not later than December 15 and adopted not later than December 31, in the year proceeding the calendar year covered by the budget.

- (2) The levy allowed under subsection (1) shall not exceed 1/10 of 1% of the assessed valuation of all real and personal property subject to taxation within the limits of a village located within the township and 1/2 of 1% of the assessed valuation of all real and personal property subject to taxation in the balance of the township. The electors of a charter township may increase the tax levy limitation not to exceed a total of 1% of the assessed valuation of all real and personal property in the township for a period not to exceed 20 years at 1 time.
- (3) If a township has 1 or more villages that maintain either or both a fire department or a police department, the expense of a township fire department or police department shall be appropriated separately from the other expenses of the township and a tax levy for these expenses shall not spread upon the township assessment roll against the property, either real or personal, located in these villages.
- (4) The adoption of the resolution under this section is the final authority for the township supervisor to spread any approved levies upon the tax roll for the current year and to include the amount of each levy in his or her warrant to the township treasurer. The township treasurer shall collect and return the warrant as provided under the general property tax act, 1893 PA 206, MCL 211.1 to 211.157.
- (5) Within 60 days after the incorporation of a township as a charter township under this act, the township board shall, by resolution, adopt an interim budget until the commencement of the next fiscal year and make an appropriation from the funds and asset of the township available for these purposes.

Section 42.28. No money shall be drawn from the treasury of the township nor shall any obligation for the expenditure of money be incurred, except pursuant to the budget appropriation, or pursuant to any supplemental appropriation which may be made from surplus received. The township board may transfer any unencumbered appropriation balance, or any portion thereof, from 1 fund or agency to another. The balance in any appropriation, which has not been encumbered, at the end of the fiscal year shall revert to the general fund and be reappropriated during the next fiscal year.

2020 Budget Timeline Meridian Township

July 19	ALL Budgets Due to Finance Director
July 29-Aug 2	Management Review of Requests and Individual Discussions
August 12	Directors Discussion
August 13	Board Meeting-Notice for Budget Public Hearing
August 30	Recommended Budget Distributed to Board
September 3	Board Meeting – Budget Deliberations and Public Hearing
September 10	Board Meeting – Budget Deliberations (if necessary)
September 17	Board Meeting – Final Adoption of Budget
Quarterly	Review and Approve Budget Amendments

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2020

Department	Fee Description	2019 Rate	Proposed 2020 Rate
Administration	Initial Liquor License Application Fee	\$250	\$250
	Telecommunications Rights-of-Way Permit Application Fee	\$500	\$500
	Copies - for all Departments unless otherwise noted	\$1.00 1st page & \$0.25 each add'l page, per document	\$1.00 1st page & \$0.25 each add'l page, per document
	Outdoor Assembly License	\$300.00	\$300.00
Cable	Video Copies		
	Flat rate per order	\$15	\$15
	Per hour running time on order, or any increment thereof	\$10	\$10
	HOM-TV supplied tape to copy	\$6	\$6
	Shipping and Handling Charge	\$6	\$6
	Audio Copies		
	Flat rate per copy	\$10	\$10
	Per hour running time on order, or any increment thereof	\$10	\$10
	HOM-TV supplied tape to copy	\$4	\$4
	Shipping and Handling Charge	\$6	\$6
Clerk's Office	Annual Subscriptions	Separately Board approved	Separately Board approved
	FOIA Requests	Cost	Cost
	Code of Ordinance Books/Recodified	\$70 + \$7.50 shipping	\$70 + \$7.50 shipping
	Code of Ordinance CD's	Priced when available	Priced when available
	Zoning Ordinance Book/Recodified	\$40 + \$7.50 shipping	\$40 + \$7.50 shipping
	Precinct Maps - large	bw=\$10; color=\$15	bw=\$10; color=\$15
	Voter Registration Information	Cost	Cost
	Publications for Resale (at cost)		
	Plat Books	\$35	\$35
	Michigan Vehicle Code-1996	\$12	\$12
Community Development Building Division	Rental Housing Fee Schedule		
	Initial Registration Fee	\$800	\$800
	Annual Renewal Fee	\$100	\$100
	Inspection Fees (Rental)		
	One and Two Family - Inspected annually	\$120	\$120
	Building or complex of three or more units	\$120 + \$3 per bedroom	\$120 + \$3 per bedroom
	Missed Appointment Fee	\$60	\$60
	Safety Complaint Inspection Fee	\$60	\$60
	Re-inspection Fee		
	One and Two Family - Inspected annually	\$60	\$60
	Building or complex of three or more units	\$60 + \$3 per bedroom	\$60 + \$3 per bedroom
	Vacant or Abandoned Building		
	Initial Registration	\$175	\$175
	Annual Renewal	\$100	\$100
	Inspection or Re-Inspection	\$75	\$75
	Building Permits		
	New Construction, additions, structural alterations, remodeling and swimming pools		
	Expenditures up to and including \$5,000	\$75	\$75
	Each \$1,000 or fraction thereof above \$5,000	\$10	\$10
	Reinspection Fee	\$75	\$75
Construction Valuation - One and Two Family Dwellings*			
Living areas	\$118.45/sq. ft.	\$122.46/sq. ft.	

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2020

Department	Fee Description	2019 Rate	Proposed 2020 Rate
	Basement area - unfinished	\$21.00/sq. ft.	\$22.45/sq. ft.
	Basement area - finished	\$48.88/sq. ft.	\$50.53/sq. ft.
	Garage area	\$47.80/sq. ft.	\$48.73/sq. ft.
	Free Standing Signs & Wall Signs:		
	Wall signs up to 100 sq. feet	\$125	\$125
	- each sq. foot or fraction thereof over 100 sq. ft.	\$1	\$1
	Free standing signs up to 25 sq. ft.	\$125	\$125
	- each sq. foot or fraction thereof over 25 sq. ft.	\$1	\$1
	Temporary Grand Opening Signs	\$75	\$75
	Swimming Pools		
	Single family home pools	Based on valuation of improvement	Based on valuation of improvement
	All other pools	Based on valuation of improvement	Based on valuation of improvement
	Moving Buildings		
	Buildings up to 500 sq. ft.	\$100	\$100
	Buildings over 500 sq. ft.	\$200	\$200
	Parking Lots New or Expanded	\$75	\$75
	Demolition of Buildings		
	Dwellings, garages, sheds, swimming pools	\$75	\$100
	Warehouses, factories, stores & office buildings	\$150	\$150
	Residing of Buildings	\$75	\$75
	Reroofing of Buildings		
	Single family homes and garages	\$75	\$75
	All other structures	\$100	\$100
	Work started before permit is issued	Double permit fee	Double permit fee
	Extra Inspection/Reinspection	\$75	\$75
	Temporary or Seasonal Sales	\$75	\$75
	Tent Inspection	\$75	\$75
	New Business Inspection	\$75	\$75
	Mechanical/Electrical/Plumbing (MEP)	\$50 base fee + per fixture fees + inspection fees	\$50 base fee + per fixture fees + inspection fees
	MEP Registration Fee	\$15	\$15
	Tall Grass Violation	\$50 (residential) \$100 (non-residential)+ cost of mowing	\$75 (residential) \$125 (non-residential)+ cost of mowing
	Building Board of Appeals	\$75	\$75
Community Development Planning Division	Rezoning		
	3 acres or less	\$700	\$700
	More than 3 acres	\$700 + \$40/acre	\$700 + \$40/acre
	Zoning Text Amendment		
	Request by property owner	\$500	\$500
	Special Use Permit		
	3 acres or less	\$500	\$500
	More than 3 acres	\$500 + \$40/acre	\$500 + \$40/acre
	Minor, Major Amendments and Extensions	1/2 original fee	1/2 original fee
	Site Plan Review		
	Multiple family housing		

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2020

Department	Fee Description	2019 Rate	Proposed 2020 Rate
	Initial application	\$900 + \$10/dwelling unit	\$900 + \$10/dwelling unit
	Modification to site plan prior to approval (hearing required)	\$900 + \$10/dwelling unit	\$900 + \$10/dwelling unit
	Modification to approved site plan (hearing required)	\$900 + \$10/dwelling unit	\$900 + \$10/dwelling unit
	Modification to approved (no hearing required)	\$500 + \$5/dwelling unit	\$500 + \$5/dwelling unit
	PUD, MUPUD, CPUD		
	Initial application	\$900 + \$10/dwelling unit	\$900 + \$10/dwelling unit
	Modification to approved site plan	\$500 + \$5/dwelling unit	\$500 + \$5/dwelling unit
	Office, Commercial, Industrial, Institutional, etc.		
	Initial application	\$500 + \$20/acre	\$500 + \$20/acre
	Modification to site plan prior to approval (hearing required)	\$500 + \$20/acre	\$500 + \$20/acre
	Modification to approved site plan (hearing required)	\$500 + \$20/acre	\$500 + \$20/acre
	Modification to approved (no hearing required)	\$300 + \$10/acre	\$300 + \$10/acre
	Review of new use in existing structure	\$300 + \$10/acre	\$300 + \$10/acre
	Preliminary Review (credited toward final review)		
	Site Plan	\$100	\$100
	Planned Residential Development	\$100	\$100
	PUD, MUPUD	\$100	\$100
	Medical Marihuana		
	Initial Application	N/A	\$5,000
	Annual/Renewal Application	N/A	\$5,000
	Brownfield		
	Application Fee	N/A	Total Project \$0-\$5 million=\$3,000
		N/A	\$5 million-\$10 million=\$4,000
		N/A	\$10 million and over=\$5,000
	Planned Unit Development (PUD) Mixed Use PUD Commercial PUD		
	Initial application	\$500 + \$5/dwelling unit	\$500 + \$5/dwelling unit
	Major amendment to approved PUD, MUPUD and CPUD	\$500 + \$5/dwelling unit	\$500 + \$5/dwelling unit
	Minor amendment to approved PUD, MUPUD and CPUD	\$250 + \$2.50/dwelling unit	\$250 + \$2.50/dwelling unit
	Land Division Review		
	Prepreliminary Plat	\$100	\$100
	Tentative Preliminary Plat	\$600 + \$10 per lot	\$600 + \$10 per lot
	Final Preliminary Plat	\$300 + \$5 per lot	\$300 + \$5 per lot
	Final Plat	\$500 + \$5 per lot	\$500 + \$5 per lot
	Plat Extension	\$200	\$200
	Land Division	\$200 + \$50 per new lot or parcel	\$200 + \$50 per new lot or parcel
	All Other Commission Review	\$300	\$300
	Zoning - Letter of Compliance	\$100	\$100
	Land Clearing Permit	\$100	\$100
	Variances		
	Single family	\$150	\$250
	Multiple family	\$350	\$350
	Office, commercial, industrial	\$450	\$450
	Sign variances	\$200	\$300
	Appeal of Township Officials decision	\$200	\$200
	Ordinance interpretation	\$450	\$450

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2020

Department	Fee Description	2019 Rate	Proposed 2020 Rate
	Applicants request to postpone or table	1/2 of application fee	1/2 of application fee
	Wetland Fees		
	Application Fee-Verification	\$250	\$250
	Application Fee-Delineation	\$250	\$250
	Application Fee-Wetland Use Permit	\$500	\$500
	Amendments to a Wetland use Permit	\$500	\$500
	Annual Review of Mitigation Area	\$250	\$250
	Acreage Fee-Verification	\$500-\$2,500 + \$500 per 20 acres over 100	\$1,500-\$3,500 + \$500 per 20 acres over 100
	Acreage Fee-Delineation	\$1,250-\$3,500 + \$500 per 20 acres over 100	\$2,250-\$4,500 + \$500 per 20 acres over 100
	Acreage Fee-Wetland Use Permit	\$2,250-\$6,000 + \$1,000 per 20 acres over 100	\$3,250-\$7,000 + \$1,000 per 20 acres over 100
Engineering	Engineering Review - Review of Plans		
	Water main, sanitary sewer, paving, grading, sidewalk & pathway construction	1.5% of construction cost	1.5% of construction cost minus \$250 deposit
	After second review in unapprovable condition	reviewer(s) hourly wage x 2.5	reviewer(s) hourly wage x 2.5
	Additional fee for unaddressed items in third review	reviewer(s) hourly wage x 2.5	reviewer(s) hourly wage x 2.5
	Performance Guarantees		Varies by project, subject to Ord. 86-283
	Public Inspection		
	Water main, sanitary sewer, paving, grading, sidewalk & pathway construction	Actual cost (internal costs computed @ 2.5 x wages)	Actual cost (internal costs computed @ 2.5 x wages) Includes new service line permit fee
	Recording of Easements	Actual cost (County Clerk Fees)	Actual cost (County Clerk Fees)
	Administrative Charge		
	Construction commencement prior to site plan approval	engineering review fee	engineering review fee
	Blueprints		
	Small Township maps	\$5	\$5
	Large Township maps	\$10	\$10
	Small Section maps (1"=400')	\$5	\$5
	Large Section maps (1"=200')	\$10	\$10
	As-Builts	\$1.50	\$1.50
	Aerial photography	\$15	\$15
	Aerial superimposed property lines	\$20	\$20
	Permits		
	Sidewalk repair/construction permit	\$40 (Repairs < 50 SF-no charge)	\$45 (Repairs < 50 SF-no charge)
	Water service line repair permit	\$40	\$65
	Sewer service line repair permit	\$40	\$45
	Soil Erosion and Sedimentation SESC Permit		
	Residential		
	Six Month Permit	N/A	\$180
	Twelve Month Permit	N/A	\$240
	Permit Renewal	N/A	\$90
	Minor Disturbance Permit	N/A	\$40
	Transfer	N/A	\$25
	Commercial-Industrial		
	First Acre	N/A	\$420
	Additional Acre	N/A	\$42
	Minor Disturbance Permit	N/A	\$250
	Transfer	N/A	\$90

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2020

Department	Fee Description	2019 Rate	Proposed 2020 Rate
	Inspection Fees Based on Acres	N/A	\$500-\$2,500
	Violation of Notice	N/A	\$250
	Cease and Desist Follow-Up Inspection	N/A	\$250
Fire/EMS	Copies		
	Reports	\$5 1st Page, \$1 each add'l page	\$25.06 Initial; \$1.25 per page for 1st 20 pages; \$0.63 per page from 21 to 50 pages; \$0.25 per page from 51 and over pages
	Pictures	Processing cost + \$5	Processing cost + \$5
	Disc of Pictures	N/A	\$25
	Ambulance Fees		
	ALS Emergency	\$750 + \$13.00/mile	\$800
	ALS II Emergency (monitoring/drugs, etc)	\$750	\$800
	ALS Non-Emergency	\$100	\$800
	BLS Emergency	N/A	\$800
	BLS Non-Emergency	N/A	\$800
	Mileage (per loaded mile)	N/A	\$13.00
	Down Wires and Gas Leak Standby	N/A	\$200
	Fire Lane Parking Violation	N/A	\$25
	False Fire Alarm (2 per calendar year no charge)	N/A	\$0
	3rd False Alarm	N/A	\$25
	4th or More False Alarm	N/A	\$100
	Emergency Response Cost Recovery		
	Engine	N/A	\$250
	Ladder	N/A	\$250
	Ambulance	N/A	\$125
	Command Vehicle	N/A	\$125
	Plan Review/Final Inspection:		
		\$100	\$100
	Expenditures \$100,000 plus	\$200	\$200
	Additional Fees		
	w/fire alarm system	\$100	\$100
	w/hood suppression system	\$100	\$100
	w/fire suppression system	\$200	\$200
	Homeowners Insurance Claims for Fire Suppression	Amount allowed by Insurance Co.	Amount allowed by Insurance Co.
	Hazmat and Homeland Security Responses	Reimbursement of cost	Reimbursement of cost (personel and equipment)
Parks & Recreation	Usage Fees		
	Pavilions	\$60/4 hrs.res; \$120/4 hrs.non-res	\$60/4 hrs.res; \$120/4 hrs.non-res
	Field Usage	\$15/hr non-res; \$75/day non-res	\$15/hr non-res; \$75/day non-res
	Field Preparation	\$40 res; \$60 non-res	\$40 res; \$60 non-res
	Harris Nature Center Room/Building	\$80/hr; \$40/hr. Non-Profit	\$80/hr; \$40/hr. Non-Profit
	Cemetery Rates		
	Burial space - 1 adult	\$900 resident; \$1200 non-res	\$900 resident; \$1200 non-res
	Burial space - 1 infant	\$400 resident; \$600 non-res	\$400 resident; \$600 non-res

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2020

Department	Fee Description	2019 Rate	Proposed 2020 Rate
	Services		
	Grave opening (adult)-Mon-Fri., 8:00 am-3:30 pm	Flat Fee= \$750	Flat Fee= \$750
	Grave opening (adult)-Mon-Fri., after 3:30 pm	Flat Fee = \$900	Flat Fee = \$900
	Saturdays and holidays	Flat Fee = \$1,000	Flat Fee = \$1,000
	Grave opening (infant)-Mon-Fri., 8:00 am-3:30 pm	Flat Fee = \$400	Flat Fee = \$400
	Grave opening (infant)-Mon-Fri., after 3:30 pm	Flat Fee = \$550	Flat Fee = \$550
	Saturdays and holidays	Flat Fee= \$650	Flat Fee= \$650
	Grave opening (cremations)-Mon-Fri., 8:00 am-3:30 pm	Flat Fee = \$300	Flat Fee = \$300
	Grave opening (cremations)-Mon-Fri., after 3:30 pm	Flat Fee= \$450	Flat Fee= \$450
	Saturdays and holidays	Flat Fee = \$550	Flat Fee = \$550
	Body removal (adult); re-interment	\$1500 + \$300 if Dec - Mar	\$1500 + \$300 if Dec - Mar
	Body removal (infant); re-interment	\$1500 + \$300 if Dec - Mar	\$1500 + \$300 if Dec - Mar
Police	Reports		
	Crash Reports	\$0	Charged per the FOIA Act
	Criminal and investigative reports - up to five pages	\$0	Charged per the FOIA Act
	each additional page	\$0	Charged per the FOIA Act
	Precious metal/gem license	\$50	\$50
	Vendor Fees	\$500 deposit, \$20/wk, \$60/mo	\$500 deposit, \$20/wk, \$60/mo
	Diversion Program Participation	\$400	\$400
	Fingerprinting	\$5 per card	\$5 per card
	Fingerprint VIP	N/A	\$30
	Finger Prints-Court Ordered	\$16	\$16
	Snapshot of "Logged" incident	\$0	Charged per the FOIA Act
	Private Property Accident Reports (PPPD Accidents)	\$0	\$0
	Copy of Vehicle Code	\$0	\$0
	Background Checks	\$5	\$5
	Court Order-Preliminary Breath Test (PBT)	\$5	\$5
	Notary fee-pistol purchase permits	\$5	\$5
	False Alarm Fees	\$25 for 2nd & 3rd occurrence, \$100 for subsequent occurrences	\$25 for 2nd & 3rd occurrence, \$100 for subsequent occurrences
	False Alarm Late Fees	\$25 (30, 60 & 90 day intervals)	\$25 (30, 60 & 90 day intervals)
	Impound Lot Storage Fees	\$10.00 per day	\$10.00 per day
	Body Worn Camera/Fleet Video	N/A	Charged per the FOIA Act
Public Works	Utility Rates		
	Billing Charge (sewer only customers are charged 1/2 of this fee)	\$5.00	\$5.00
	Water	\$4.59 per 1000 gallons	\$4.77 per 1000 gallons
	Sewer	\$5.41 per 1000 gallons	\$5.84 per 1000 gallons
	Sewer only (Sewer rate x 12,000 gal usage estimate.)	\$64.92 per quarter	\$70.08 per quarter
	Sewer only, with metered well water	\$5.41 per 1000 gallons	\$5.84 per 1000 gallons
	Penalty on past due utility bills	5% of current billing cycle charges	5% of current billing cycle charges
	Capital Charge-Water	Varies (based on location & extension agreements)	Varies (based on location & extension agreements)
	Capital Charge - Sewer	Varies (based on location & extension agreements)	Varies (based on location & extension agreements)
	Connection Charge - Water	\$1,798.00 minimum (based on meter size)	\$1,870.00 minimum (based on meter size)
	Connection Charge - Sewer	\$2,610.00 minimum (based on meter size)	\$2,810.00 minimum (based on meter size)
	Temporary Water Service Charge	\$2,000	\$2,000
	Temporary Sewer Service Charge	\$3,000	\$3,000
	Swimming Pool Fill	N/A	\$45 per hour plus water usage
	Service Center Bulk Water Fill	N/A	\$15 per load (under 2,500 gallons)

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2020

Department	Fee Description	2019 Rate	Proposed 2020 Rate
	Construction (hydrant) Meter	N/A	\$75 plus water usage, \$1,300 Deposit
	Regular Meter Charge (5/8 x 3/4 to 2" compound) Non-Pit	\$395-\$1,882 (based on size, type & location)	\$411-\$1,957 (based on size, type & location)
	Curb Stop	\$1,352-\$2,652 (based on service size and width of right-of-way)	\$1,406-\$2,758 (based on service size and width of right-of-way)
	Water Turn-on Charge	\$30 (\$20 surcharge for after hrs turn-on)	\$30 (\$20 surcharge for after hrs turn-on)
	Missed Appointment charge	\$35	\$35
	Water meter testing at customer request	\$60 (waived if meter found defective)	\$60 (waived if meter found defective)
	Repairs	Time and Material	Time and Material
	Utility Construction Permit	\$50 if structure required	\$55 if structure required
	Sidewalk Obstruction Violation	\$25 + cost of abatement	\$25 + cost of abatement
Treasurer's Office	Tax Collection Admin Fee	1% of tax bill	1% of tax bill
	Failure to notify assessing office of property transfer required under MCL 211.27a(10)	Penalty levied under MCL 211.27b(1)(c) or (d) waived	Penalty levied under MCL 211.27b(1)(c) or (d) waived
	Interest charge/penalty for late tax payments	1% per month	1% per month
	Duplicate tax bill fee	\$5.00	\$5.00
	Non-Sufficient funds fee	\$20.00	\$20.00
	Enhanced Access to Public Records:		
	Summer Tax Roll	\$150.00	\$150.00
	Winter Tax Roll	\$150.00	\$150.00
	Annual Assessment Roll	\$300.00	\$300.00

NOTE: Valuation of all construction shall be based on "Building Valuation Data" published in Building Safety Journal by the International Conference of Building Officials, automatically adjusted on an annual basis when the revised list is published and reviewed by the Township Board.

Bold items indicate a change in 2020.

2020-2025 CIP

Year	Department	Project Name	Cost	Funding Source	Recommended for Funding
2020	Public Works & Engineering	Pedestrian/Bicycle Pathway Construction and Maintenance	\$3,175,000	Pathway Millage (\$525k), Ingham County millage (950k), MDOT (\$1.7M)	Yes
2020	Public Works & Engineering	Misc sanitary sewer rehab - County Park North LS service area	\$500,000	Sewer Fund	Yes
2020	Public Works & Engineering	Onsite back up generator- Shoals Lift Station	\$40,000	Sewer Fund	Yes
2020	Public Works & Engineering	Misc. local street rehab	\$3,400,000	Road Millage, County match, general fund	Yes
2020	Public Works & Engineering	Water main replacement - Haslett Road (west of Okemos Rd.)	\$500,000	Water Fund	Yes
2020	Public Works & Engineering	Replace Municipal Building HVAC system	\$2,200,000	General Fund	Yes
2020	Information Technology	Work station replacements, Computer, Network, Server Upgrades, Hardware	\$90,400	General Fund	Yes
2020	Information Technology	Mobile Data Units	\$55,000	General Fund	
2020	Information Technology	ESXI Host Implementation	\$21,000	General Fund	Yes
2020	Parks and Recreation	Marketplace on the Green playground, stage, ice, site furnishings	\$300,000	Park Millage	Yes
2020	Parks and Recreation	Parking lot expansion - Central Park South and North Meridian Road Park	\$102,000	Park Millage	Yes
2020	Parks and Recreation	Large dog park	\$25,000	Park Millage	Yes
2020 TOTAL:			\$10,156,400		
2021	Public Works & Engineering	Replace 16" water main valves	\$310,000	Water Fund	
2021	Public Works & Engineering	North water tower improvements	\$190,000	Water Fund	
2021	Public Works & Engineering	Sanitary sewer rehab - County Park North LS Replacement	\$700,000	Sewer Fund	
2021	Public Works & Engineering	Misc sanitary sewer rehab	\$200,000	Sewer Fund	
2021	Public Works & Engineering	Misc. local street rehab	\$3,400,000	Road Millage, County match, general fund	
2021	Public Works & Engineering	Pedestrian/Bicycle Pathway Construction and Maintenance	\$2,700,000	Pathway Millage, Ingham County Trail Millage, State Grants	
2021	Parks and Recreation	Towner Road Park playground	\$200,000	Park Millage	
2021	Parks and Recreation	Ottawa Hills Park playground	\$100,000	Park Millage, Grants	
2021	Parks and Recreation	Central Park pavilion renovation and landscaping	\$250,000	Park Millage	
2021	Parks and Recreation	Harris Nature Center parking lot expansion	\$70,000	Park Millage	
2021 TOTAL:			\$8,120,000		
2022	Public Works & Engineering	Replace 16" water main valves	\$50,000	Water Fund	
2022	Public Works & Engineering	Kinawa water main replacement	\$500,000	Water Fund	
2022	Public Works & Engineering	Misc. sanitary sewer rehab	\$500,000	Sewer Fund	
2022	Public Works & Engineering	Onsite back up generator- I69 Lift Station	\$40,000	Sewer Fund	
2022	Public Works & Engineering	Pedestrian/Bicycle Pathway Construction and Maintenance	\$2,000,000	Pathway Millage, Ingham County Trail Millage, State Grants	
2022	Public Works & Engineering	Kansas Street Water Main	\$101,000	Township Improvement Revolving Fund (TIRF)	
2022	Public Works & Engineering	Misc local street rehab	\$3,400,000	Road Millage, County match, general fund	
2022	Parks and Recreation	Hillbrook Park restroom building	\$200,000	Park Millage, Federal/State Grants	
2022 TOTAL:			\$6,791,000		
2023	Public Works & Engineering	Replace 16" water main valves	\$50,000	Water Fund	
2023	Public Works & Engineering	Okemos Rd- Tamarack to Shawnee- water main replacement (Phase1)	\$500,000	Water Fund	
2023	Public Works & Engineering	Onsite back up generator- Grand River/ Dobie Lift Station	\$40,000	Sewer Fund	
2023	Public Works & Engineering	Lift station Rehab: Generator & panel - Cornell LS	\$120,000	Sewer Fund	
2023	Public Works & Engineering	Misc. sanitary sewer rehab	\$380,000	Sewer Fund	
2023	Public Works & Engineering	Misc local street rehab	\$3,400,000	Road Millage, County match, general fund	
2023	Public Works & Engineering	Service Center Expansion Design and Engineering	\$80,000	General fund	

2020-2025 CIP

Year	Department	Project Name	Cost	Funding Source	Recommended for Funding
2023	Public Works & Engineering	Pedestrian/Bicycle Pathway Construction and Maintenance	\$3,200,000	Pathway Millage, Ingham County Trail Millage, State Grants	
2023	Parks and Recreation	Nancy Moore Park playground and pavilion	\$300,000	Park Millage	
2023	Parks and Recreation	Nancy Moore Park loop trail	\$80,000	Park Millage	
2023	Parks and Recreation	Marshall Park playground	\$100,000	Park Millage	
2023 TOTAL:			\$8,250,000		
2024	Public Works & Engineering	Service Center Expansion Construction	\$1,200,000	General Fund	
2024	Public Works & Engineering	Replace 16" water main valves	\$50,000	Water Fund	
2024	Public Works & Engineering	Okemos Rd- Tamarack to Shawnee- water main replacement (Phase2)	\$500,000	Water Fund	
2024	Public Works & Engineering	Misc. sanitary sewer rehab	\$500,000	Sewer Fund	
2024	Public Works & Engineering	Onsite back up generator- Woodhill Lift Station	\$40,000	Sewer Fund	
2024	Public Works & Engineering	Misc local street rehab	\$3,400,000	Road Millage, County match, general fund	
2024	Public Works & Engineering	Pedestrian/Bicycle Pathway Construction and Maintenance	\$350,000	Pathway Millage	
2024	Parks and Recreation	Central Park Improvements - splashpad	\$500,000	Park Millage, Federal/State Grants	
2024	Parks and Recreation	Wonch Park Improvements - restroom, streambank, launch, WiFi	\$500,000	Park Millage, Federal/State Grants	
2024	Parks and Recreation	Snell-Towar Recreation Center Improvements	\$185,000	Park Millage, Federal/State Grants	
2024 TOTAL:			\$7,225,000		
2025	Public Works & Engineering	Replace 16" water main valves	\$50,000	Water Fund	
2025	Public Works & Engineering	Grand River - Mohawk to Montrose- water main replacement	\$500,000	Water Fund	
2025	Public Works & Engineering	Sewer Main Replacement - Forest Hills Lift Station Replacement	\$700,000	Sewer Fund	
2025	Public Works & Engineering	Misc. sanitary sewer rehab	\$200,000	Sewer Fund	
2025	Public Works & Engineering	Onsite back up generator-Lift Station	\$40,000	Sewer Fund	
2025	Public Works & Engineering	Misc local street rehab	\$3,400,000	Road Millage, County match, general fund	
2025	Public Works & Engineering	Pedestrian/Bicycle Pathway Construction and Maintenance	\$350,000	Pathway Millage	
2025	Parks and Recreation	Meridian Riverfront Park Trail Improvements	\$1,000,000	Park Millage, Pathway Millage, Federal/State Grants	
2025	Parks and Recreation	Newton Road Park playground	\$100,000	Park Millage	
2025 TOTAL:			\$6,340,000		

GENERAL FUND
FINANCIAL SUMMARY
2020

Summary of 2020 Operating Activity:

Estimated Revenues & Financing Sources:

Taxes	\$13,499,160	58.94%
Licenses & Permits	798,250	3.49%
Intergovernmental	3,925,700	17.14%
Charges For Services	4,388,400	19.16%
Interest	104,485	0.46%
Other Revenues	<u>188,360</u>	0.82%

Total Estimated Revenues & Financing Sources	<u>\$22,904,355</u>
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Estimated Expenditures & Financing Uses:

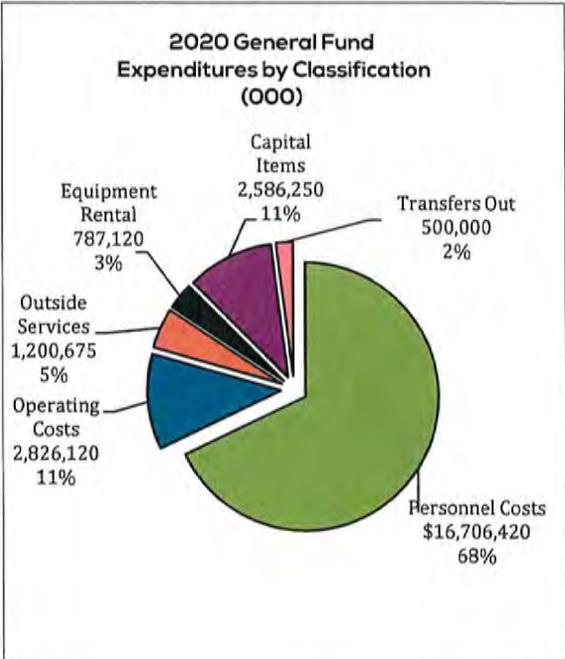
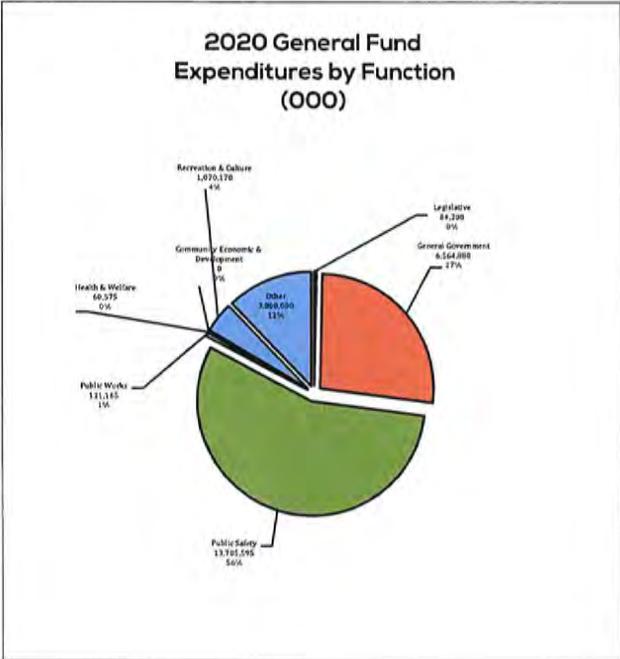
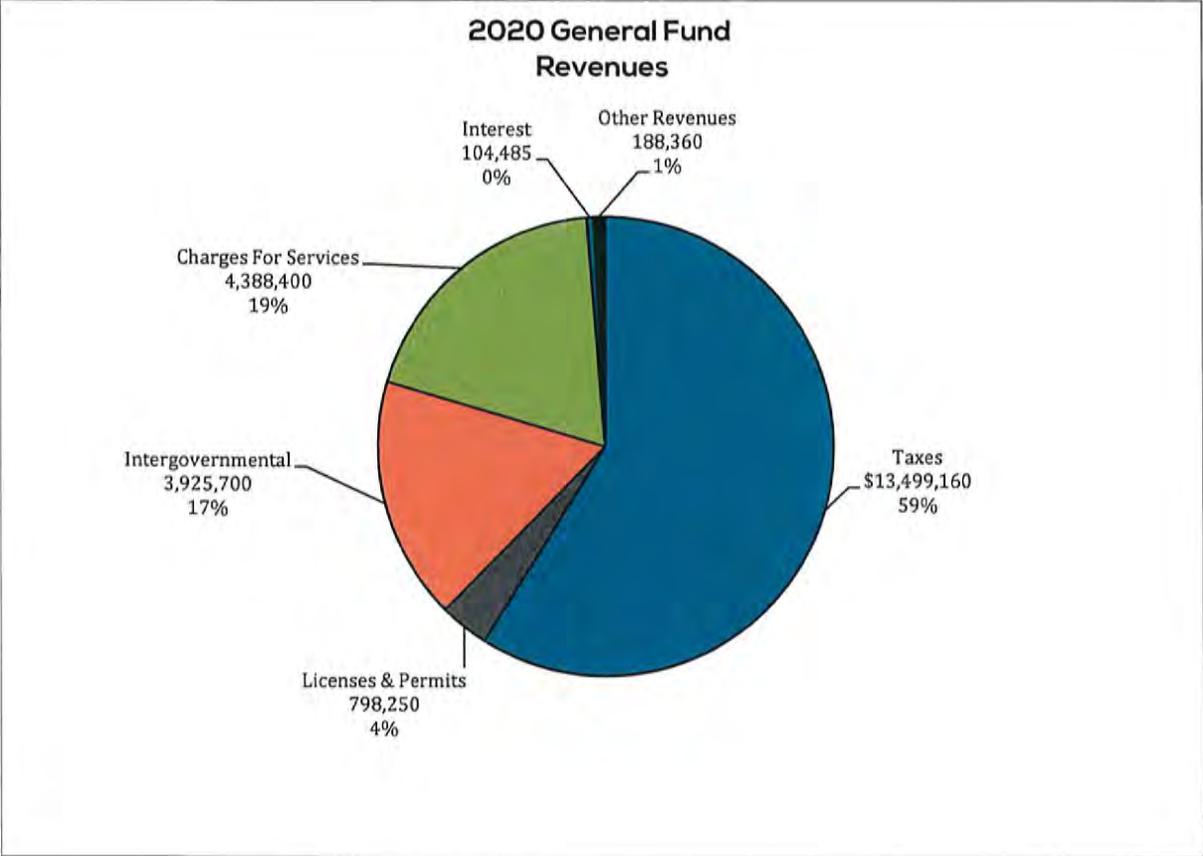
Legislative	84,200	0.34%
General Government	6,564,880	26.68%
Public Safety	13,705,595	55.70%
Public Works	121,165	0.49%
Health & Welfare	60,575	0.25%
Community Economic & Development	0	0.00%
Recreation & Culture	1,070,170	4.35%
Other	<u>3,000,000</u>	12.19%

Total Estimated Expenditures & Financing Uses	<u>24,606,585</u>
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Anticipated Surplus (Deficit) for 2019	<u><u>(\$1,702,230)</u></u>
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Statement of Fund Balance

Fund Balance as of December 31, 2018 (per audited financial statements)	\$7,961,300
Anticipated Surplus (Deficit) for 2019	(239,525)
Estimated Available Fund Balance as of December 31, 2019	<u>7,721,775</u>
Anticipated Surplus (Deficit) for 2020	(1,702,230)
Estimated Available Fund Balance as of December 31, 2020	<u><u>\$6,019,545</u></u>
Fund Balance/Average Monthly Expenditures	<u><u>3.54</u></u>



**GENERAL FUND
DETAILED REVENUE SUMMARY BY SOURCE**

ACTIVITY	2018 Actual	2019 Original Budget	2019 Projected Total	2020 BUDGET	% of Total	% Chg v. 2019 Budget
TAXES						
Current Tax Collections	\$7,007,474	\$7,127,000	\$7,286,300	\$7,539,000	32.92%	5.78%
Payment in Lieu of Taxes	5,924	5,500	5,950	5,960	0.03%	8.36%
Police Millage 1998	1,014,022	1,031,000	1,054,100	1,090,900	4.76%	5.81%
Fire Millage 1998	1,068,243	1,086,000	1,110,600	1,149,400	5.02%	5.84%
Police/Fire Millage 2018	2,488,102	2,532,000	2,590,150	2,678,400	11.69%	5.78%
Trailer Park Collections	252	200	200	200	0.00%	0.00%
Community Services Millage 2002	109,932	111,500	114,200	118,300	0.52%	6.10%
Delinquent Tax Collection	31,593	16,000	19,850	17,000	0.07%	6.25%
Tax Administration Fee	937,369	875,000	875,000	900,000	3.93%	2.86%
TOTAL TAXES	<u>12,662,911</u>	<u>12,784,200</u>	<u>13,056,350</u>	<u>13,499,160</u>	58.95%	5.59%
LICENSES & PERMITS						
Building Permits	515,247	500,000	400,000	500,000	2.17%	0.00%
Other Permits	308,902	271,000	373,250	298,250	1.30%	10.06%
TOTAL LICENSES & PERMITS	<u>824,149</u>	<u>771,000</u>	<u>773,250</u>	<u>798,250</u>	3.48%	3.53%
INTERGOVERNMENTAL						
Federal Revenue	807	2,000	1,245	0	0.00%	n/a
State Revenue Sharing	3,479,465	3,300,000	3,432,000	3,480,000	15.19%	5.45%
Liquor Tax Refund	31,783	30,000	30,000	30,000	0.13%	0.00%
METRO Act Fees	20,854	18,000	22,000	20,000	0.09%	11.11%
Local Revenue Sharing Agreements	265,094	260,000	315,300	315,000	1.38%	21.15%
Other	73,432	80,500	80,700	80,700	0.35%	0.25%
TOTAL INTERGOVERNMENTAL	<u>3,871,435</u>	<u>3,690,500</u>	<u>3,881,245</u>	<u>3,925,700</u>	17.15%	6.37%
CHARGES FOR SERVICES						
Administration - Public Works Services	1,050,000	1,050,000	1,050,000	1,050,000	4.58%	0.00%
Administration - Cable T.V.	120,000	120,000	120,000	740,000	3.23%	516.67%
Administration - Pedestrian Bikepath				40,000	0.17%	n/a
Cemetery Revenue	45,650	36,000	31,000	36,000	0.16%	0.00%
Planning Department	46,940	27,000	31,000	30,000	0.13%	11.11%
Street Lights	347,496	350,000	351,400	360,000	1.57%	2.86%
Ambulance Fees	1,371,860	1,350,000	1,400,000	1,350,000	5.89%	0.00%
Police Services-Williamstown Twp.	235,919	235,000	235,000	235,000	1.03%	0.00%
Reimbursement - Fire & Police	24,031	6,000	12,000	6,000	0.03%	0.00%
Reimbursement - Crossing Guard	11,505	11,000	11,300	11,000	0.05%	0.00%
Reimbursement - Elections	31,152	0	0	0	0.00%	n/a
Reimbursement - School Security	8,559	10,000	5,000	5,000	0.02%	-50.00%
Recreation Program Rev	208,560	181,700	190,380	191,400	0.84%	5.34%
Franchise Fees - BWL	170,909	162,000	160,000	160,000	0.70%	-1.23%
Code Inspection & Registration Fees	216,388	180,000	181,200	174,000	0.76%	-3.33%
TOTAL CHARGES FOR SERVICES	<u>3,888,969</u>	<u>3,718,700</u>	<u>3,778,280</u>	<u>4,388,400</u>	19.15%	18.01%
INTEREST						
Interest Income - General Fund	263,388	104,485	304,485	104,485	0.46%	0.00%
TOTAL INTEREST	<u>263,388</u>	<u>104,485</u>	<u>304,485</u>	<u>104,485</u>	0.46%	0.00%
OTHER REVENUES						
Reimbursement	105,324	44,000	41,650	41,500	0.18%	-5.68%
Donations	1,600	1,500	3,590	1,500	0.01%	0.00%
Rentals	7,006	6,960	6,960	6,960	0.03%	0.00%
Miscellaneous	25,088	16,700	24,150	19,400	0.08%	16.17%
Court Restitution	15,365	15,000	15,000	15,000	0.07%	0.00%
Vehicle & Surplus Property Sales	424	0	500	0	0.00%	n/a
Fines & Tickets	101,981	108,000	105,500	104,000	0.45%	-3.70%
Gain on sale of fixed assets	0	0	0	0	0.00%	n/a
TOTAL OTHER REVENUE	<u>256,788</u>	<u>192,160</u>	<u>197,350</u>	<u>188,360</u>	0.82%	-1.98%
TOTAL REVENUES	<u>21,767,640</u>	<u>21,261,045</u>	<u>21,990,960</u>	<u>22,904,355</u>	100.00%	7.73%

REVENUE NARRATIVE

Current Tax Collections: Based on the projected adjusted taxable value of approximately \$1,809,000,000.

Police Millage 2004: This millage funds existing police officer positions. The millage was approved in 2004 for a sixteen-year period.

Fire Millage 2004: This millage funds existing firefighter/paramedic positions. The millage was approved in 2004 for a sixteen-year period.

Police & Fire Protection Millage 2017: This is a millage to fund existing Police and Firefighter/paramedic positions along with unfunded pension debt for both departments. The millage was approved in 2017 for a ten-year period.

Community Services Millage 2012: This is a millage to fund Senior Citizen, Recreation, and Human Services programs throughout the Township. The 10 year 0.10 millage was passed on the November 2002 ballot. This millage was renewed and an additional .05 mil for seniors was passed in 2012 through 2021.

Tax Administration Fee: The Township collects a 1% administration fee on all taxes collected.

Charges for Services: Revenues from services provided by the Township are based on the fee schedule included with the recommended budget.

Building Permits: Based on the value of construction.

Other Permits: Includes permits for electrical, mechanical, and plumbing. Fees are shared with City of East Lansing, who is performing the inspections.

State Revenue Sharing: Revenue received from the State of Michigan based on sales and income tax collections and disbursed by population.

Administration: Payments made from the Public Works Fund and Pathway Fund to the General Fund for administrative services, building maintenance, etc.

Planning Department: Fees received for the review, processing, and filing of special use permits, rezonings, variances, platting, etc.

Streetlights: Received from property owners to pay for the installation, annual maintenance, and electric costs for their streetlights. Monthly payments for the streetlights are paid from the Administrative Services Activity in the General Fund.

Ambulance Fees: Fees charged per transport for ambulance services. Revenue based on a flat charges plus mileage per run and a fee for non-medical calls in excess of one per month per patient.

Franchise Fees-BWL: The Township receives a 5% franchise fee from the Lansing Board of Water & Light for electric revenues received from Meridian Township customers.

Code Inspection/Registration Fees: Fees received from annual rental registrations of all rental properties and rental inspections performed every three years for apartment complexes and annually for single family and duplex apartments.

Interest: Revenue received from monies invested and loaned to other funds.

Fines & Tickets: Parking tickets, fines, uniform traffic code violations, and false alarm fees.

**GENERAL FUND
DEPARTMENT EXPENDITURE SUMMARY**

Expenditures by Function

FUNCTION	2018 Actual	2019 Original Budget	2019 Projected Total	2020 BUDGET	% of Total	% Chg v. 19 Budget
LEGISLATIVE						
Township Board	\$76,031	\$82,300	\$83,290	\$84,200	0.34%	2.31%
TOTAL LEGISLATIVE	76,031	82,300	83,290	84,200	0.34%	2.31%
GENERAL GOVERNMENT						
Administrative Services	2,101,887	1,992,420	2,146,600	2,056,600	8.36%	3.22%
Clerk - Elections	132,579	134,520	137,300	213,300	0.87%	58.56%
Accounting & Budgeting	421,472	448,005	449,280	570,595	2.32%	27.36%
Assessing	325,072	370,525	369,280	363,745	1.48%	-1.83%
Clerk - Administration	272,892	292,420	290,850	302,410	1.23%	3.42%
Township Manager/Personnel	552,867	566,480	579,680	644,955	2.62%	13.85%
Information Technology	505,459	595,465	596,755	607,550	2.47%	2.03%
Treasurer	260,430	260,600	253,325	259,255	1.05%	-0.52%
Watershed Management	474,408	526,200	429,250	494,270	2.01%	-6.07%
Building Maintenance	389,726	439,020	473,275	578,040	2.35%	31.67%
Grounds Maintenance	199,056	218,140	218,140	269,620	1.10%	23.60%
Cemetery	107,425	78,210	77,800	50,800	0.21%	-35.05%
Recycling Center	87,838	89,990	90,235	97,640	0.40%	8.50%
Associations/Authorities	54,706	54,700	55,365	56,100	0.23%	2.56%
TOTAL GENERAL GOVERNMENT	5,885,818	6,066,695	6,167,135	6,564,880	26.68%	8.21%
PUBLIC SAFETY						
Police	6,028,331	6,374,505	6,187,105	6,417,420	26.08%	0.67%
EMS/Fire	5,769,696	5,862,205	5,803,305	6,054,325	24.60%	3.28%
Community Planning & Dev - Building	475,436	530,270	533,770	584,030	2.37%	10.14%
Community Planning & Dev - Planning	541,690	586,360	583,635	649,820	2.64%	10.82%
TOTAL PUBLIC SAFETY	12,815,152	13,353,340	13,107,815	13,705,595	55.70%	2.64%
PUBLIC WORKS						
Streets & Highways	0	0	0	121,165	0.49%	n/a
TOTAL CHARGES FOR SERVICES	0	0	0	121,165	0.49%	n/a
HEALTH & WELFARE						
Human Services	57,829	59,425	59,285	60,575	0.25%	1.94%
TOTAL HEALTH & WELFARE	57,829	59,425	59,285	60,575	0.25%	1.94%
COMMUNITY AND ECONOMIC DEVELOPMENT						
Meridian Revelopment	0	130,000	700,000	0	0.00%	-100.00%
TOTAL COMMUNITY AND ECON. DEV.	0	130,000	700,000	0		
RECREATION & CULTURAL						
Park Commission	5,505	7,610	5,380	5,380	0.02%	-29.30%
Park & Recreation Administration	120,390	143,285	132,715	133,045	0.54%	-7.15%
Recreation	266,776	300,610	289,910	292,250	1.19%	-2.78%
Parks Maintenance	197,016	250,840	245,165	299,285	1.22%	19.31%
Park Development	7,545	400,000	400,000	0	0.00%	-100.00%
Communications				314,510	1.28%	n/a
Community Activities	12,420	35,700	35,700	25,700	0.10%	-28.01%
TOTAL RECREATION & CULTURAL	609,653	1,138,045	1,108,870	1,070,170	4.35%	-5.96%
OTHER						
Capital Outlay	379,091	412,900	394,090	2,500,000	10.16%	505.47%
Operating Transfers Out	840,000	610,000	610,000	500,000	2.03%	-18.03%
TOTAL OTHER	1,219,091	1,022,900	1,004,090	3,000,000	12.19%	193.28%
TOTAL EXPENDITURES	\$20,663,573	\$21,852,705	\$22,230,485	\$24,606,585	100.00%	12.60%

Expenditures by Account Classification

ACCOUNT CLASSIFICATION	2018 Actual	2019 Original Budget	2019 Projected Total	2020 BUDGET	% of Total	% Chg v. 19 Budget
Personnel Costs	\$15,194,847	\$15,946,685	\$15,769,500	\$16,706,420	67.89%	4.76%
Operating Costs	2,400,989	2,738,705	2,584,455	2,826,120	11.49%	3.19%
Outside Services	921,732	959,975	1,689,450	1,200,675	4.88%	25.07%
Equipment Rental	769,470	698,245	698,245	787,120	3.20%	12.73%
Capital Items	536,535	899,095	878,835	2,586,250	10.51%	187.65%
Transfers Out	840,000	610,000	610,000	500,000	2.03%	-18.03%
TOTAL EXPENDITURES	\$20,663,573	\$21,852,705	\$22,230,485	\$24,606,585	100.00%	12.60%

EXPENDITURE NARRATIVE

Expenditure Classifications

Expenditures have been classified into one of six classifications as follows:

Personnel Costs: Includes all compensation costs for employees including full-time, part-time, permanent, and temporary. Compensation includes wages, benefits, and payroll taxes. (GL #'s 701.000-725.000)

Operating Costs: Includes all expenditures associated with operating the department including supplies, conferences/dues, travel, equipment maintenance, etc.

Outside Services: Costs for services provided to or on behalf of the Township. Includes consulting services, legal fees, contractual services, etc. (GL #'s 820.000-829.000)

Equipment Rental: Primarily amount paid to Motor Pool for use of Township vehicles and equipment to cover costs including depreciation, gas, maintenance, and overhead for each department. Also includes cost of renting large equipment from outside sources for temporary use by Township. (GL #'s 942.000-950.000)

Capital Items: Includes construction/improvements, office furniture and equipment, machinery and equipment, land, buildings, park development, etc. Such items require specific approval for purchase. Items of \$5,000 or more will be capitalized and depreciated as part of year-end closing process. (GL Acct #'s 972.000-981.000)

Transfers out: Represents inter-fund transfers.

Personnel Costs

The following assumptions were made in developing the 2020 Personnel Costs:

- Salary changes include a 2% Cost of Living increase and step increases included in labor contracts.
- Health insurance costs are estimated to increase by 15%. This increase is due to the rising cost of Health Care nationwide.
- Normal defined benefit pension costs were estimated to increase 7.87%.

Capital Expenditures

Expenditures of \$5,000 or more are consolidated and moved to the Capital Outlay Department rather than included in each separate department. Items less than \$5,000 continue to be reflected in each department. These items will not be capitalized under GASB 34 requirements.

GENERAL FUND

DEPARTMENT:
Township Board

FUNCTION:
Legislative

Activity Description:

The Township Board consists of seven members who serve as the legislative and policy-making body of Township government. Two of its members, the Clerk and Treasurer, are also full-time Officers, whose duties are set forth by statute. The Supervisor is the chief elected official of the Board and chairs its meetings.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$66,421	\$68,300	\$68,290	\$69,700
Operating Costs	9,610	12,000	14,000	12,500
Outside Services	0	2,000	1,000	2,000
Capital Items	0	0	0	0
TOTAL	<u>\$76,031</u>	<u>\$82,300</u>	<u>\$83,290</u>	<u>\$84,200</u>

Personnel Costs: Compensation for all Board members is determined by the Elected Official Compensation Commission.

Operating Costs: Includes Communications \$2,000, Conferences \$7,000, Operating Supplies of \$1,000, Mileage of \$500, and Employee Recognition \$2,000.

Outside Services: Education programs, training, media relations services, and Board initiatives.

Capital Items: None planned for 2020.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Supervisor	1.0	1.0	1.0
Trustees	4.0	4.0	4.0
	5.0	5.0	5.0
Clerk - See Clerk Activity			
Treasurer - See Treasurer Activity			

GENERAL FUND

DEPARTMENT:
Administrative Services

FUNCTION:
General Government

Activity Description:

This activity represents general administrative expenses that have not been allocated by department or activity, including insurance, utilities, legal expenses, retiree health care, advertising, general equipment maintenance, and office supplies.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$755,712	\$666,320	\$761,500	\$661,500
Operating Costs	998,010	1,021,100	1,045,100	1,080,100
Outside Services	348,165	305,000	340,000	315,000
Capital Items	0	0	0	0
	<u>\$2,101,887</u>	<u>\$1,992,420</u>	<u>\$2,146,600</u>	<u>\$2,056,600</u>

Personnel Costs: Represents the Township's 50% share of police/fire retiree health care coverage and the actuarially-determined contribution necessary to fund the current and unfunded liability for these post retirement benefits; and reimbursements to the State for unemployment compensation paid to employees who terminate employment with the Township and are not employed elsewhere. 2020 includes a \$200,000 contribution to the Meridian Township Employees Pension Plan.

Operating Costs: Include cost of insurance, postage, ambulance billing, printers/copiers, operating supplies, and utilities.

Outside Services: Include all legal fees and advertising for the Township.

Capital Items: None for 2020

PERSONNEL SUMMARY
(Not Applicable)

GENERAL FUND

DEPARTMENT:
Clerk-Elections

FUNCTION:
General Government

Activity Description:

The Elections Division of the Office of the Township Clerk is responsible for all voter registration and election activities. The Department performs voter registration activities through the State Qualified Voter File, as well as on-site and off-site voter registration initiatives. The Department administers federal, state, county, and local elections. Election consolidation legislation has eliminated elections held exclusively for schools, and while Meridian Township continues to administer elections for the Okemos, Haslett, and part of the East Lansing School Districts, federal, state, county, or local election issues may also appear on those ballots.

BUDGET SUMMARY

<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$91,927	\$88,670	\$93,700	\$137,750
Operating Costs	15,867	42,350	40,600	70,450
Outside Services	1,995	3,000	3,000	4,600
Capital Items	22,790	500	0	500
	<u>\$132,579</u>	<u>\$134,520</u>	<u>\$137,300</u>	<u>\$213,300</u>

Personnel Costs: Includes the cost for workers at the anticipated elections.

Operating Costs: Includes election supplies and postage.

Outside Services: Includes cost for election facilities and moving/hauling of election equipment

Capital Items: Office equipment

PERSONNEL SUMMARY

(See summary for Clerk's Office)

GENERAL FUND

DEPARTMENT:
Accounting/Budgeting

FUNCTION:
General Government

Activity Description:

The Department of Accounting & Budgeting is responsible for the accounting functions of the Township. This department performs accounts payable, pension, and purchasing functions; utility billing functions; financial reporting functions; budget development, execution, and monitoring; as well as oversight of external audit and review of internal procedures and controls.

BUDGET SUMMARY				
<u>Account Classification</u>	2018	2019 Original	2019	2020
	Actual	Budget	Projected	Budget
			Total	
Personnel Costs	\$355,549	\$377,585	\$367,230	\$496,245
Operating Costs	36,066	38,170	38,100	36,600
Outside Services	29,247	31,500	43,950	37,000
Capital Items	610	750	0	750
	<u>\$421,472</u>	<u>\$448,005</u>	<u>\$449,280</u>	<u>\$570,595</u>

Personnel Costs: New Purchasing Coordinator for 2020.

Operating Costs: Includes operating costs for utility billing. These costs are recovered in the administrative fee charged to the Public Works Funds.

Outside Services: Represents the General Fund cost of the annual financial audit.

Capital Items: New office furniture.

PERSONNEL SUMMARY			
<u>Position/Title</u>	2018	2019	2020
Director of Finance	1.0	1.0	1.0
Purchasing Coordinator			1.0
Accountant		0.375	0.375
Bookkeeper	3.25	3.25	3.25
	<u>4.25</u>	<u>4.625</u>	<u>5.625</u>

GENERAL FUND

DEPARTMENT:
Assessing

FUNCTION:
General Government

Activity Description:

The Assessing Department is responsible for determining the value of all taxable real and personal property in the Township. This department assists the Board of Review in its deliberations, and it defends the Township in cases before the Michigan Tax Tribunal, the Michigan Court of Appeals, and the Michigan Supreme Court.

BUDGET SUMMARY

<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$242,718	\$260,445	\$259,400	\$258,295
Operating Costs	6,015	7,980	7,980	7,750
Outside Services	72,589	101,500	101,500	97,700
Equipment Rental (Motor Pool)	3,750	0	0	0
Capital Items	0	600	400	0
	<u>\$325,072</u>	<u>\$370,525</u>	<u>\$369,280</u>	<u>\$363,745</u>

Personnel Costs: No change in staffing levels in 2020.

Operating Costs: Includes costs for supplies, conferences, and training.

Outside Services: Costs associated with sharing a Level 4 Assessor with the City of East Lansing, outside appraisals, and expert witnesses.

Capital Items: None for 2020

PERSONNEL SUMMARY

<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Appraiser II	2.0	2.0	2.0
Assessing Clerk	1.0	1.0	1.0
	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>
Intern	2.0	2.0	2.0

GENERAL FUND

DEPARTMENT:
Clerk-Administration

FUNCTION:
General Government

Activity Description:

An elected full-time Township Clerk heads the administrative division of the Township Clerk's Office, with responsibilities largely set by state statute. These responsibilities include: Custodian of certain Township records, Township Board and Zoning Board of Appeals minute preparation; annual codification of ordinances; legal notices; oversight of Township cemeteries; and a multitude of other administrative and clerical responsibilities. The Township Clerk's Office also maintains the Township mailroom operations.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$264,636	\$282,470	\$282,250	\$292,910
Operating Costs	4,525	6,450	5,100	6,000
Outside Services	3,259	3,000	3,000	3,000
Capital Items	471.15	500	500	500
	<u>\$272,892</u>	<u>\$292,420</u>	<u>\$290,850</u>	<u>\$302,410</u>

Personnel Costs: No change in staffing levels in 2020.

Operating Costs: Includes costs for supplies, conferences, and training.

Outside Services: Includes record shredding and cost to amend and maintain codified ordinance books.

Capital Items: Miscellaneous office equipment.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Township Clerk	1.0	1.0	1.0
Assistant to the Clerk	1.0	1.0	1.0
Administrative Assistant II	1.0	1.0	1.0
Records Technician II	1.0	1.0	1.0
	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>
Temporary Election Help	4.0	4.0	4.0

GENERAL FUND

DEPARTMENT:
Administration/Human Resources

FUNCTION:
General Government

Activity Description:

The Human Resources Director is responsible for the following: employee recruitment and hiring, payroll, employee relations, legal compliance, benefits administration, labor relations, and collective bargaining. In addition, the Human Resources Director coordinates risk management property and liability insurance, managing loss prevention programs, workers' compensation insurance claims, and coordinating employee wellness programs.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$465,496	\$493,075	\$494,275	\$540,305
Operating Costs	43,511	53,150	51,150	70,150
Outside Services	42,360	16,000	30,000	30,000
Equipment Rental (Motor Pool)	1,500	4,255	4,255	4,500
Capital Items	0	0	0	0
	<u>\$552,867</u>	<u>\$566,480</u>	<u>\$579,680</u>	<u>\$644,955</u>

Personnel Costs: No change in staffing levels in 2020.

Operating Costs: Includes hiring costs, all employee physicals including annual physicals, pre-employment physicals, and DOT physicals, employee wellness program, and professional conferences and training.

Outside Services: Includes CARES (Employee Assistance Program), actuarial, and legal expenses.

Capital Items: None planned for 2020.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Township Manager	1.0	1.0	1.0
Human Resources Director	1.0	1.0	1.0
Human Resources Specialist	1.0	1.0	1.0
Accountant		0.125	0.125
Executive Assistant	1.0	1.0	1.0
	<u>4.0</u>	<u>4.125</u>	<u>4.125</u>

GENERAL FUND

DEPARTMENT:
Information Technology

FUNCTION:
General Government

Activity Description:

Provides support services for all technology infrastructures employed by the Township. The operation also supplies end-user departments and users with proven technology that enhances their ability to function and perform their duties to further promote the enhancements of Board Goals and Objectives. Primary attention is given to operations and overall reliability to the end users.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$297,314	\$326,865	\$327,305	\$293,950
Operating Costs	184,259	248,600	202,950	221,600
Outside Services	23,886	20,000	66,500	92,000
Capital Items	0	0	0	0
	<u>\$505,459</u>	<u>\$595,465</u>	<u>\$596,755</u>	<u>\$607,550</u>

Personnel Costs: Added an Assistant Director of IT and removing the two systems administrator positions.

Operating Costs: Includes computer supplies for all users, hardware and software licenses, hardware maintenance, and employee computer training.

Outside Services: Includes GIS services and wiring (\$5,000) consulting services (65,000), and outside network design services (\$22,000).

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Director of Information Technology	1.0	1.0	1.0
Assistant Director of IT			1.0
GIS Specialist	1.0	0.4	0.4
Systems Administrator II	1.0	1.0	0.0
Systems Administrator I	1.0	1.0	0.0
	<u>4.0</u>	<u>3.4</u>	<u>2.4</u>
Intern, part-time	1.0	1.0	0.0

GENERAL FUND

DEPARTMENT:
Treasurer

FUNCTION:
General Government

Activity Description:

The elected full-time Treasurer is required by State Statute to receive and take charge of all monies collected by the Township. This office pays and accounts for all monies according to state law and Township Board requirements.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$235,647	\$238,775	\$231,875	\$236,780
Operating Costs	23,772	21,050	20,950	21,700
Outside Services	0	275	0	275
Capital Items	1,011	500	500	500
	<u>\$260,430</u>	<u>\$260,600</u>	<u>\$253,325</u>	<u>\$259,255</u>

Personnel Costs: No change in staffing levels for 2020.

Operating Costs: Include the cost of printing and postage for tax bills and also professional conferences.

Outside Services: Include legal fees.

Capital Items: Small equipment as needed.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Treasurer	1.0	1.0	1.0
Assistant to the Treasurer	1.0	1.0	1.0
Bookkeeper	0.75	0.75	0.75
	<u>2.75</u>	<u>2.75</u>	<u>2.75</u>

GENERAL FUND

DEPARTMENT:
Watershed Management

FUNCTION:
General Government

Activity Description:

This activity was established in 2007 to account for the increasing costs of stormwater project assessments from the County Drain Commissioner and regional planning and implementation of federally mandated clean water regulations.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original</u> <u>Budget</u>	<u>2019</u> <u>Projected</u> <u>Total</u>	<u>2020</u> <u>Budget</u>
Operating Costs		\$458,111	\$493,900	\$396,950	\$454,270
Outside Services		16,296	32,300	32,300	40,000
		<u>\$474,408</u>	<u>\$526,200</u>	<u>\$429,250</u>	<u>\$494,270</u>

Operating Costs: Includes charges from Ingham County Drain Commissioner for Drains at Large (\$80,000) and Special Project Drains (\$374,270).

Outside Services: Regional Committee and State of Michigan fees for Phase II Stormwater activities.

PERSONNEL SUMMARY	
(Not Applicable)	

GENERAL FUND

DEPARTMENT:
Public Works and Engineering -
Building Maintenance

FUNCTION: Gen Government

Activity Description:

The office of Building Maintenance oversees the operation and maintenance of all municipal buildings. Maintenance personnel provide repair services and preventive maintenance. The Township owns and maintains over 39 separate buildings/structures.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$101,525	\$93,745	\$93,130	\$105,615
Operating Costs	79,469	123,055	122,925	141,725
Outside Services	203,707	208,500	243,500	316,000
Equipment Rental	5,025	13,270	13,270	14,250
Capital Items	0	450	450	450
	<u>\$389,726</u>	<u>\$439,020</u>	<u>\$473,275</u>	<u>\$578,040</u>

Personnel Costs: No change in staffing levels in 2020.

Operating Costs: Includes materials and supplies for maintaining the buildings.

Outside Services: Includes the maintenance for the HVAC system, emergency generator maintenance, tree service, electrician services, and maintenance & custodial service. Also includes \$18,000 for Haslett Library building maintenance in accordance with the lease.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Replacement Equipment

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Facilities Superintendent	0.15	0.15	0.15
Lead Worker	1.0	1.0	1.0
	<u>1.15</u>	<u>1.15</u>	<u>1.15</u>

GENERAL FUND

DEPARTMENT:
Parks and Recreation -
Grounds Maintenance

FUNCTION:
General Government

Activity Description:

This activity is responsible for the maintenance of all public grounds (excluding parks) and parking lots including mowing, trimming, and snow removal. Work is directed by the Facilities Superintendent, reporting to the Director of Parks and Recreation.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$121,179	\$126,445	\$126,445	\$128,520
Operating Costs	16,773	22,400	22,400	40,100
Outside Services	12,045	15,000	15,000	25,000
Equipment Rental	48,000	52,795	52,795	68,500
Capital Items	1,060	1,500	1,500	7,500
	<u>\$199,056</u>	<u>\$218,140</u>	<u>\$218,140</u>	<u>\$269,620</u>

Personnel Costs: No change in staffing levels in 2020.

Operating Costs: Includes materials and supplies for maintaining grounds.

Outside Services: Includes contract for tree maintenance, mosquito control, and sweeping.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Replacement equipment and a salt/ice melt spreader (\$6,000)

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Facilities Superintendent	0.15	0.15	0.15
Lead Worker	1.0	1.0	1.0
	1.15	1.15	1.15
Seasonal Workers	1.0	2.0	2.0

GENERAL FUND

DEPARTMENT:
Parks and Recreation -
Cemetery

FUNCTION:
General Government

Activity Description:

This activity maintains Glendale and Riverside Cemeteries, including lawn mowing, trimming, snow removal, lot sales, and interments. The record keeping is done in conjunction with the Clerk's Office. This activity is under the supervision of the Facilities Superintendent, reporting to the Director of Parks and Recreation.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$44,384	\$32,200	\$31,990	\$32,300
Operating Costs	3,577	4,850	4,650	4,900
Outside Services	0	800	800	1,200
Equipment Rental	9,450	10,360	10,360	12,400
Capital Items	50,015	30,000	30,000	0
	<u>\$107,425</u>	<u>\$78,210</u>	<u>\$77,800</u>	<u>\$50,800</u>

Personnel Costs: Includes a portion of the Facilities Superintendent's cost to oversee operations. Cost of maintenance of the grounds is included in grounds maintenance activity.

Operating Costs: Materials and supplies for maintaining the cemeteries.

Outside Services: Includes cost of tree maintenance when needed.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: None planned for 2020

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Facilities Superintendent	0.15	0.15	0.15
Seasonal Workers	2.0	2.0	2.0

GENERAL FUND

DEPARTMENT:
Public Works and Eng -
Recycling Center

FUNCTION:
 General Government

Activity Description:

This activity maintains the Township's Solid Waste Transfer Station and Recycling Center. This activity is under the supervision of the Assistant Township Manager/Director of Public Works. The transfer station activities were contracted in 2012.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs		\$53,335	\$53,715	\$54,185	\$56,590
Operating Costs		10,503	12,275	12,050	17,050
Outside Services		24,000	24,000	24,000	24,000
Capital Items		0	0	0	0
		<u>\$87,838</u>	<u>\$89,990</u>	<u>\$90,235</u>	<u>\$97,640</u>

Personnel Costs: No change in staffing levels in 2020.

Operating Costs: Materials and supplies for maintaining the Recycling Center.

Outside Services: Contract with outside management company.

Capital Items: None planned for 2020.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Recycling Coordinator	0.8	0.8	0.8
	0.8	0.8	0.8

GENERAL FUND

DEPARTMENT:
Associations and Authorities

FUNCTION:
General Government

Activity Description:

This activity allocates payments and membership dues made by the Township to maintain an active role within the Mid-Michigan region.

BUDGET SUMMARY

<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Convention/Visitors Bureau		\$3,675	\$3,700	\$3,675	\$3,700
Tri-County Reg. Plng. Comm.		21,307	21,000	21,500	22,000
Michigan Townships Assoc.		6,536	6,700	6,820	6,900
LEAP Inc.		15,000	15,000	15,000	15,000
Michigan Municipal League		8,188	8,300	8,370	8,500
		<u>\$54,706</u>	<u>\$54,700</u>	<u>\$55,365</u>	<u>\$56,100</u>

PERSONNEL SUMMARY

(Not Applicable)

GENERAL FUND

DEPARTMENT:
Police

FUNCTION:
Public Safety

Activity Description:

The Meridian Township Police Department is committed to establishing and maintaining partnerships in the community; and with understanding, cooperation and equality, strive to enhance the quality of life and protect the rights of the community. This activity is partially funded by a special millage. Began providing road patrol service (80 hours per week) to Williamstown Township in 2011.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$5,501,026	\$5,903,350	\$5,718,600	\$5,903,350
Operating Costs	125,878	139,700	135,250	157,350
Outside Services	64,437	24,100	25,900	21,900
Equipment Rental	321,000	292,460	292,460	301,470
Capital Items	15,990	14,895	14,895	33,350
	<u>\$6,028,331</u>	<u>\$6,374,505</u>	<u>\$6,187,105</u>	<u>\$6,417,420</u>

Personnel Costs: Includes wages and benefits for 41 sworn officers, 4.5 civilians, and 15 part-time cadets and crossing guards.

Operating Costs: Includes supplies, uniforms, equipment, and training for the department.

Outside Services: Includes services such as 911 legacy costs, towing charges for abandoned vehicles, and printing services.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Replacement police equipment, radar signs (2), Nelson room upgrades, and accident investigation software.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Chief of Police	1.0	1.0	1.0
Assistant Chief of Police	1.0	0.0	1.0
Captain	1.0	0.0	0.0
Lieutenant		2.0	1.0
Sergeant	7.0	7.0	7.0
Officer	31.0	31.0	31.0
Property Records Technician	1.0	0.0	0.0
Records Supervisor	1.0	1.0	1.0
Administrative Assistant II	1.0	1.0	1.0
Records Technician II	2.5	2.5	2.5
	<u>46.5</u>	<u>45.5</u>	<u>45.5</u>
Cadets/Crossing Guards, PT	9.0/6.0	9.0/6.0	9.0/6.0

GENERAL FUND

**DEPARTMENT:
EMS/Fire**

**FUNCTION:
Public Safety**

Activity Description:

The purpose of the Meridian Township EMS/Fire Department is mitigation of all emergencies, both man-made and natural. This includes fire prevention, fire suppression, emergency medical care, special rescue, and public education to residents, businesses, and visitors in the community. This activity is partially funded by a special millage.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$5,146,125	\$5,369,050	\$5,300,150	\$5,507,040
Operating Costs	175,572	199,750	199,750	205,685
Outside Services	72,167	15,000	25,000	26,100
Equipment Rental	318,000	242,905	242,905	280,000
Capital Items	57,833	35,500	35,500	35,500
	<u>\$5,769,696</u>	<u>\$5,862,205</u>	<u>\$5,803,305</u>	<u>\$6,054,325</u>

Personnel Costs: Includes wages and benefits for 36 full-time positions and up to 10 part-time positions.

Operating Costs: Includes supplies and special equipment for the fire stations, administration office, ambulance supplies, training, conferences, physicals, equipment maintenance, etc.

Outside Services: Various maintenance contracts.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Alert Siren.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
EMS/Fire Chief	1.0	1.0	1.0
Inspector-Fire	1.0	1.0	1.0
Training/EMS Chief	1.0	1.0	1.0
Battalion Chief	2.0	2.0	2.0
Captain	3.0	3.0	3.0
Lieutenant	7.0	7.0	7.0
Paramedic/Firefighter	20.0	20.0	20.0
Administrative Assistant II	1.0	1.0	1.0
	<u>36.0</u>	<u>36.0</u>	<u>36.0</u>
Part-time Firefighters	10.0	10.0	10.0

GENERAL FUND

DEPARTMENT:
Community Planning and Development -
Building Division

FUNCTION:
Public Safety

Activity Description:

The Building Division is responsible for reviewing building plans, issuing permits, conducting building inspections, code enforcement activities, and administering the rental housing program.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$454,122	\$501,900	\$499,495	\$539,825
Operating Costs	3,314	4,700	4,605	4,605
Outside Services	0	0	6,000	0
Equipment Rental	18,000	23,670	23,670	39,600
Capital Items	0	0	0	0
	<u>\$475,436</u>	<u>\$530,270</u>	<u>\$533,770</u>	<u>\$584,030</u>

Personnel Costs: Senior Building Inspector position replaced with new hire of building inspector.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: None planned for 2020.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Director	0.25	0.25	0.25
Chief Building Inspector	1.0	1.0	1.0
Senior Building Inspector	1.0	1.0	0.0
Building Inspector	1.0	1.0	2.0
Rental Housing Inspector (2@.625)	1.25	1.25	1.25
Code Enforcement Officer	0.625	1.0	1.0
Administrative Assistant I	1.0	1.0	1.0
	<u>6.125</u>	<u>6.500</u>	<u>6.500</u>
Intern, part-time	0.5	0.5	0.5

GENERAL FUND

DEPARTMENT:
Community Planning and Development -
Planning Division

FUNCTION:
Public Safety

Activity Description:

The Planning Division provides staff support to the Planning Commission, Zoning Board of Appeals, and Environmental Commission which administers the Township Land development regulations and develops planning solutions to improve the quality of life in the community and economic development activities including the Okemos DDA.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$528,721	\$552,225	\$549,700	\$611,670
Operating Costs	7,279	8,400	8,200	10,250
Outside Services	2,315	20,000	20,000	20,000
Equipment Rental	3,375	5,735	5,735	7,900
Capital Items	0	0	0	0
TOTAL	\$541,690	\$586,360	\$583,635	\$649,820

Personnel Costs: Includes payment for Planning Commission and ZBA meetings.
 No change in staffing levels for 2020.

Outside Services: Cost of consultants for wetland, floodplain, forestry, and traffic issues.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: None planned for 2020.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Director	0.75	0.75	0.75
Meridian Redevelopment Dir.	1.0	1.0	1.0
Principal Planner	0.0	0.0	1.0
Senior Planner	1.0	1.0	0.0
Assistant Planner	2.0	2.0	2.0
Administrative Assistant II	1.0	1.0	1.0
	5.75	5.75	5.75
Intern, part-time	0.5	0.5	0.5

GENERAL FUND

DEPARTMENT:
Public Works and Engineering -
Streets and Highways

FUNCTION:
Public Works

Activity Description:

This activity is used to account for activity related to streets that are being paid for with General Fund monies under the supervision of the Assistant Township Manager/Director of Public Works. Revenue and Expenditures for local road maintenance and the Township matching funds for County roads is recorded in the Local Roads Fund.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs					\$99,465
Operating Costs					\$6,700
Outside Services					\$15,000
Capital Items		\$0	\$0	\$0	\$0
TOTAL		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$121,165</u>

Personnel Costs: New position for Project Engineer for streets and pathways.

Outside Services: PASER study

Capital Items: None planned for 2020.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Project Engineer			1.0

GENERAL FUND

DEPARTMENT:
Administration -
Human Services

FUNCTION:
Health and Welfare

Activity Description:

The Human Services Program functions to ensure that the human infrastructure within the community remains strong and vital. To that end, the program strives to develop, coordinate, and promote local resources so that each Township resident may live within an acceptable standard. Beginning in 2003, this activity is funded through a portion of a special millage. The millage was renewed in 2012 for 10 years through 2021 at .15 mills.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$57,829	\$59,425	\$59,285	\$60,575
Operating Costs	0	0	0	0
Outside Services	0	0	0	0
Capital Items	0	0	0	0
	<u>\$57,829</u>	<u>\$59,425</u>	<u>\$59,285</u>	<u>\$60,575</u>

Personnel Costs: Includes per meeting compensation for the Community Resources Commission members and one full-time staff person who works a reduced schedule.

Capital Items: None planned for 2019.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Human Services Specialist	0.8	0.8	0.8

Activity Description:

The EDC will manage this account with all recommendations being approved by the Township Board. Further details will be determined by the Staff and Township Board.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$0	\$0	\$0	\$0
Operating Costs	0	0	0	0
Outside Services	0	130,000	700,000	0
Capital Items	0	0	0	0
	<u>\$0</u>	<u>\$130,000</u>	<u>\$700,000</u>	<u>\$0</u>

Outside Services: Cost associated with redevelopment of core areas.

PERSONNEL SUMMARY
(Not Applicable)

GENERAL FUND

DEPARTMENT:
Parks and Recreation -
Park Commission

FUNCTION:
Recreation and Culture

Activity Description:

The Township Park Commission is an elected body of five members created under MSA 5.2445(11) to acquire and manage parks and recreation facilities on behalf of the Township.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$3,301	\$4,310	\$3,780	\$3,780
Operating Costs	2,204	3,300	1,600	1,600
	<u>\$5,505</u>	<u>\$7,610</u>	<u>\$5,380</u>	<u>\$5,380</u>

Personnel Costs: Includes per meeting compensation for Park Commission members.

Operating Costs: Includes professional conferences for Commission members.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Park Commissioner	5.0	5.0	5.0

GENERAL FUND

DEPARTMENT:
Parks and Recreation -
Administration

FUNCTION:
Recreation and Culture

Activity Description:

The Department of Parks and Recreation is responsible for the overall operation of Meridian Township's 904 acres of parkland, community recreation programs, special events and festivals, the Harris Nature Center, Snell Towar Recreation Center, the Farmers' Market, the Artisan's Market, the Meridian Senior Center, Parks and Grounds Maintenance, Cemeteries, and nearly 800 acres of Land Preservation properties. This department also serves as the liaison to Friends of Historic Meridian and Nokomis Native American Cultural Center. Beginning in 2015, the General Fund supports administration and maintenance of parks in existence prior to 1984. The Park Millage will support administration and maintenance of all parks acquired from 1984 to present, and development costs for all parks.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$109,948		\$122,635	\$123,935	\$122,645
Operating Costs		7,818	20,650	8,780	10,400
Outside Services		0	0	0	0
Equipment Rental		2,625	0	0	0
Capital Items		0	0	0	0
	<u>\$120,390</u>		<u>\$143,285</u>	<u>\$132,715</u>	<u>\$133,045</u>

Personnel Costs: Includes 50% of Parks & Recreation Director and 50% of Administrative Assistant II time, communications support, 1 intern, and seasonal help.

Operating Costs: For community promotion, brochure, and copy machine.

Outside Services: None planned for 2020.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: None planned for 2020.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Director of Parks and Recreation	0.5	0.5	0.5
Administrative Assistant II	0.5	0.5	0.5
	1.0	1.0	1.0
Intern/Seasonal	2.0	2.0	2.0

GENERAL FUND

DEPARTMENT:
Parks and Recreation-
Recreation

FUNCTION:
Recreation and Culture

Activity Description:

The Recreation Division focuses on developing positive relationships with individuals, families, service groups, volunteers, and local businesses through the provision of parks and recreation services. The recreation division is funded with participant fees and a portion of a special millage which was renewed in 2012 for 10 years through 2021 at .15 mills. The Recreation Division also contractually administers youth sports programs for the City of Williamston.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original</u> <u>Budget</u>	<u>2019</u> <u>Projected</u> <u>Total</u>	<u>2020</u> <u>Budget</u>
Personnel Costs	\$165,010		\$177,110	\$180,110	\$181,950
Operating Costs		101,766	123,500	109,800	110,300
Capital Items		0	0	0	0
	<u>\$266,776</u>		<u>\$300,610</u>	<u>\$289,910</u>	<u>\$292,250</u>

Personnel Costs: Includes two full-time Recreation Specialists and temporary/seasonal help.

Operating Costs: Materials and supplies required for the recreation programs.

Capital Items: None planned for 2020.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Park/Rec Specialist	2.0	2.0	2.0
Park Ranger-Summer	0.5	0.5	0.5
Interns	2.5	2.5	1.5
	<u>3.0</u>	<u>3.0</u>	<u>2.0</u>
* Tentative - Staffing dependent on grant/donations revenue received.			

GENERAL FUND

DEPARTMENT:
Parks and Recreation -
Park Maintenance

FUNCTION:
Recreation and Culture

Activity Description:

This activity is responsible for the maintenance of approximately 406 acres of General Fund (pre-millage) parklands. This activity is under the direct supervision of the Facilities Superintendent, reporting to the Director of Parks and Recreation.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$132,922	\$148,070	\$142,870	\$154,535
Operating Costs	19,965	40,975	40,500	42,250
Outside Services	7,259	8,000	8,000	38,000
Equipment Rental	36,750	52,795	52,795	58,500
Capital Items	120	1,000	1,000	6,000
	<u>\$197,016</u>	<u>\$250,840</u>	<u>\$245,165</u>	<u>\$299,285</u>

Personnel Costs: Includes .15 Facilities Superintendent's time, 1.5 Utility Workers, and 2 Seasonal Workers.

Operating Costs: Includes small hand and power tools, sand, gravel, dirt, fertilizer, and seed.

Outside Services: Fertilizing and weed control for playing fields and tree removal service.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Replace equipment and tool cat attachments

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Utility Worker	1.5	1.5	1.5
Facilities Superintendent	0.15	0.15	0.15
	1.65	1.65	1.65
Part-time Seasonal Worker	2.0	2.0	1.0

Activity Description:

The Park Development account is for capital projects related to our parks that are being paid for with our General Fund monies. This activity is under the direct supervision of the Facilities Superintendent, reporting to the Director of Parks and Recreation.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original</u>	<u>2019</u>	<u>2020 Budget</u>
			<u>Budget</u>	<u>Projected</u>	
				<u>Total</u>	
Capital Items		7,545	400,000	400,000	0
		<u>\$7,545</u>	<u>\$400,000</u>	<u>\$400,000</u>	<u>\$0</u>

Capital Items: None budgeted for 2020.

PERSONNEL SUMMARY
(Not Applicable)

GENERAL FUND

DEPARTMENT:
Administration -
Community Activities

FUNCTION:
Recreation and Culture

Activity Description:

Funds activities in Meridian Township that provide a benefit to the community-at-large.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original</u>	<u>2019</u>	<u>2020</u>
			<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
				<u>Total</u>	
Community Promotion		720	20,000	20,000	10,000
Meals on Wheels		0	4,000	4,000	4,000
Community Band		1,700	1,700	1,700	1,700
Lake Lansing Watershed Mgt		10,000	10,000	10,000	10,000
		<u>\$12,420</u>	<u>\$35,700</u>	<u>\$35,700</u>	<u>\$25,700</u>

Community Promotion: Independence Day Celebration, Chinese New Year, Celebrate Meridian, and Community Gardens (\$5,000).

Meals on Wheels: Costs to operate the program to provide services to Township residents.

Community Band: Contribution to the Community Band.

Lake Lansing Watershed Management: Represents the Township's portion of the cost to monitor and maintain the quality of Lake Lansing for recreational purposes.

PERSONNEL SUMMARY
(Not Applicable)

Narrative: The Communications Department provides timely and accurate information, promotes community events and programs to the residents, neighboring communities and visitors to Meridian Township. The department is responsible for managing media relations, the Township's website, social media, internal communication services, graphic design, Township publications and official Township meetings.

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs				\$211,125
Operating Costs				10,285
Outside Services				91,900
Capital Items				1,200
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$314,510</u>

Personnel Costs: 2020 budget has 3 positions budgeted. These positions were moved from the Cable TV Special Fund.

Capital Items: Replacement Equipment

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
HOMTV Executive Producer	1.0	1.0	1.0
Studio TV Production Manager	1.0	1.0	1.0
Video Programmer/Studio Producer	1.0	1.0	1.0
	<u>3.000</u>	<u>3.000</u>	<u>3.000</u>
Interns and Freelancers	40	40	0

GENERAL FUND

DEPARTMENT:
Capital Outlay

FUNCTION:
Other

Activity Description:

This activity identifies major building projects and capital items financed by the General Fund.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Capital Items	\$379,091	\$412,900	\$394,090	\$2,500,000
	<u>\$379,091</u>	<u>\$412,900</u>	<u>\$394,090</u>	<u>\$2,500,000</u>

Capital Items: Includes all General Fund capital acquisitions of \$5,000 or greater.

2019 BUDGET

Information Services	Computer workstations	6,200
	Hardware	51,000
	Computer upgrades	0
	Network upgrades	43,000
	Server upgrades	12,000
	Mobile Data Units	390
	Phone system	11,500
	Total Information Services	<u>\$124,090</u>
Professional Services	Municipal building HVAC design services	150,000
	Total Professional Services	<u>\$150,000</u>
Construction/Improvements	Repair Sink Hole / Catch Basin	6,500
	Upgrade Computers for Fire	18,500
	Replace HVAC South Fire Station - 3 Units	45,000
	Drainage improvements rear entrance North Fire	50,000
	Total Construction/Improvements	<u>120,000</u>
	2019 TOTAL CAPITAL OUTLAY BUDGETED	<u><u>\$394,090</u></u>

2020 BUDGET

Information Services	Computer workstations	5,500
	Hardware	60,000
	Network upgrades	86,500
	Server upgrades	8,000
	Mobile Data Units	15,000
	Total Information Services	<u>\$175,000</u>
Professional Services	Municipal building HVAC	2,200,000
	Total Professional Services	<u>\$2,200,000</u>
Construction/Improvements	Replace Front Ramp South Fire Station	75,000
	Remodel Municipal Building Break Areas	20,000
	Replace Municipal Building Windows	30,000
	Total Construction/Improvements	<u>125,000</u>
	2019 TOTAL CAPITAL OUTLAY BUDGETED	<u><u>\$2,500,000</u></u>

PERSONNEL SUMMARY

(Not Applicable)

GENERAL FUND

DEPARTMENT:
Operating Transfers Out

FUNCTION:
Other

Activity Description:

These are transfers from the General Fund to other funds for debt payments and purchases.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2017</u>	<u>Actual</u>	<u>2018 Original</u>	<u>2018</u>	<u>2019</u>
			<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
				<u>Total</u>	
Transfer Out		\$0	\$0	\$0	\$0
Transfer Out to MP - Police/Fire		\$290,000	\$210,000	\$210,000	\$250,000
Transfer Out/Local Roads		550,000	400,000	400,000	250,000
		<u>\$840,000</u>	<u>\$610,000</u>	<u>\$610,000</u>	<u>\$500,000</u>

Transfers Out: None planned for 2020.

Transfer Out to MP - Police/Fire: The 2020 projections include \$250,000 to the Motor Pool for future purchases of vehicles and equipment for the Police and Fire departments.

Transfer Out/Local Roads: The 2020 projections include \$250,000 to the local roads.

PERSONNEL SUMMARY	
(Not Applicable)	

SUMMARY OF SPECIAL REVENUE FUNDS

REVENUE SUMMARY				
FUND	2018 Actual	2019 Original Budget	2019 Projected Total	2020 Budget
Local Roads	\$977,534	\$997,900	\$841,500	\$12,027,500
CATA Redi-Ride Millage	336,195	339,950	351,650	100
Senior Center Millage	144,044	142,800	151,375	153,550
Pedestrian/Bicycle Pathways	865,964	2,149,650	2,178,500	2,959,200
Land Preservation Millage	1,116,537	569,200	623,740	612,200
Land Preservation Reserve	60,235	35,000	70,000	35,000
Park Millage	1,184,097	1,991,000	1,274,500	1,260,250
Park Restricted/Designated	190,114	212,000	293,100	98,100
Nancy Moore Park Beautification	167	25	200	0
Fire Restricted/Designated	32,831	0	150	50
Library Restricted	167	0	200	50
Police Restricted/Designated	50,597	22,200	30,850	25,500
Law Enforcement Grant Funds	19,029	21,100	1,000	500
Cable Television	833,907	763,000	744,785	0
Community Needs	16,318	7,525	8,700	7,750
TOTAL ADOPTED REVENUES	\$5,827,736	\$7,251,350	\$6,570,250	\$17,179,750

FUND BALANCE USAGE:

Local Roads Fund	\$0	\$27,100	\$21,000	\$0
CATA Redi-Ride Millage	0	10,050	0	9,900
Senior Center Millage	0	0	0	0
Pedestrian/Bicycle Pathways	0	0	0	0
Land Preservation Millage	0	0	0	0
Land Preservation Reserve	161,590	0	0	0
Park Millage	184,648	0	848,465	13,775
Park Restricted/Designated	0	75,705	0	0
Nancy Moore Park Beautification	409	12,850	12,942	0
Fire Restricted/Designated	0	0	450	0
Library Restricted	0	0	0	0
Police Restricted/Designated	0	3,800	0	9,500
Law enforcement Grant Funds	0	0	0	0
Cable Television	74,649	42,925	0	131,310
Community Needs Fund	0	3,475	13,300	750
	421,296	175,905	896,157	165,235

EXPENDITURE SUMMARY				
FUND	2018 Actual	2019 Original Budget	2019 Projected Total	2020 Budget
Local Roads	\$185,944	\$1,025,000	\$862,500	\$3,500,000
CATA Redi-Ride Millage	335,000	350,000	350,000	10,000
Senior Center Millage	51,718	140,250	132,600	148,500
Pedestrian/Bicycle Pathways	520,678	1,560,365	1,546,285	2,917,420
Land Preservation Millage	1,278,128	268,420	283,010	192,005
Land Preservation Reserve	0	0	0	0
Park Millage:				
Parks & Recreation Administration	159,052	168,855	168,495	178,915
Harris Nature Center	202,617	212,100	213,630	203,340
Parks Maintenance	297,745	355,240	340,840	391,770
Park Development	709,331	1,075,000	1,400,000	500,000
Total Park Millage	1,368,745	1,811,195	2,122,965	1,274,025
Park Restricted/Designated	95,134	287,705	211,905	95,575
Nancy Moore Park Beautification	576	12,875	13,142	0
Fire Restricted/Designated	31,808	0	600	0
Library Restricted	0	0	0	0
Police Restricted/Designated	22,117	26,000	16,000	35,000
Police Grant Funds	17,990	21,000	0	0
Cable Television	908,556	805,925	744,475	131,310
Community Needs	13,327	11,000	22,000	8,500
TOTAL EXPENDITURES	\$4,829,719	\$6,319,735	\$6,305,482	\$8,312,335

LOCAL ROADS FUND

Narrative: This fund manages the preservation and maintenance of the Township's local road system and is funded by a special millage passed in August 2019 for 10 years. This millage allows the Township to issue 3 separate bonds to upgrade the roads. The Deputy Township Manager/Director of Public Works oversees this fund.

REVENUE SUMMARY				
<u>Account Classification</u>	2018 Actual	2019 Original Budget	2019 Projected Total	2020 Budget
Property Taxes	\$417,494	\$424,400	\$433,500	\$0
Interest	10,040	1,000	8,000	5,000
Bond Proceeds				11,600,000
Other Intergovernmental revenue		172,500	0	172,500
Operating Transfer In	<u>550,000</u>	<u>400,000</u>	<u>400,000</u>	<u>250,000</u>
	<u>\$977,534</u>	<u>\$997,900</u>	<u>\$841,500</u>	<u>\$12,027,500</u>

STATEMENT OF UNASSIGNED FUND BALANCE	
Fund Balance as of December 31, 2018 (per audit)	\$880,888
Anticipated Operating Surplus (Deficit) for 2019	<u>-21,000</u>
Estimated Available Fund Balance as of December 31, 2019	859,888
Anticipated Operating Surplus (Deficit) for 2020	<u>8,527,500</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$9,387,388</u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	2018 Actual	2019 Original Budget	2019 Projected Total	2020 Budget
Professional Services	\$15,288	\$25,000	\$35,000	\$0
Capital Items	<u>170,656</u>	<u>1,000,000</u>	<u>827,500</u>	<u>3,500,000</u>
	<u>\$185,944</u>	<u>\$1,025,000</u>	<u>\$862,500</u>	<u>\$3,500,000</u>

Capital Items: Local road construction/improvements and sidewalk ramps required by American Disabilities Act.

PERSONNEL SUMMARY	
(Not Applicable)	

PEDESTRIAN/BICYCLE PATHWAY MILLAGE FUND

Narrative: This fund manages the design, construction and maintenance of the Township's millage-supported pedestrian/bicycle pathway system. This millage was renewed and increased to .3333 effective 2017 through 2028. The Deputy Township Manager/Director of Public Works and Director of Parks and Recreation oversees this fund.

REVENUE SUMMARY

<u>Account Classification</u>	2018 Actual	2019 Original Budget	2019 Projected Total	2020 Budget
Tax Collections	\$558,313	\$567,400	\$579,750	\$599,200
Reimbursements/Other	289,150	1,577,250	1,578,750	2,350,000
Interest	18,501	5,000	20,000	10,000
Operating Transfer In	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>\$865,964</u>	<u>\$2,149,650</u>	<u>\$2,178,500</u>	<u>\$2,959,200</u>

STATEMENT OF RESTRICTED FUND BALANCE

	<u>Nonspendable</u>	<u>Restricted</u>
Fund Balance as of December 31, 2018 (per audit)	\$0	\$1,089,087
Anticipated Operating Surplus (Deficit) for 2019	<u> </u>	<u>632,215</u>
Estimated Available Fund Balance as of December 31, 2019	0	1,721,302
Anticipated Operating Surplus (Deficit) for 2020	<u> </u>	<u>41,780</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$0</u>	<u>\$1,763,082</u>

PEDESTRIAN/BICYCLE PATHWAY MILLAGE FUND

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$14,930	\$37,825	\$23,745	\$35,920
Operating Costs	44,867	46,500	46,500	46,500
Outside Services	41,378	40,000	40,000	40,000
Equipment Rental	56,000	93,790	93,790	95,000
Capital Items	<u>363,502</u>	<u>1,342,250</u>	<u>1,342,250</u>	<u>2,700,000</u>
	<u>\$520,678</u>	<u>\$1,560,365</u>	<u>\$1,546,285</u>	<u>\$2,917,420</u>

Personnel Costs: No seasonal workers for 2020.

Operating Costs: Includes administrative cost paid to General Fund for engineering work (\$40,000).

Outside Services: Mowing, tree trimming and snow removal as needed (\$40,000)

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Pathway construction/improvements. MSU to Lake Lansing Phase 1

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Utility Worker	0.50	0.50	0.50
Seasonal Utility Aide	1.00	1.00	0.00

CATA REDI-RIDE MILLAGE FUND

Narrative: In 1999, voters approved a 0.2 millage for increased public transportation including a redi-ride service. The levy was renewed in November 2009 for 10 years. All funds collected are transferred to the Capital Area Transportation Authority.

REVENUE SUMMARY

<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Millage Collections	\$333,923	\$339,450	\$346,650	\$0
Interest	<u>\$2,272</u>	<u>\$500</u>	<u>\$5,000</u>	<u>\$100</u>
	<u>\$336,195</u>	<u>\$339,950</u>	<u>\$351,650</u>	<u>\$100</u>

STATEMENT OF RESTRICTED FUND BALANCE

Fund Balance as of December 31, 2018 (per audit)	\$15,990
Anticipated Operating Surplus (Deficit) for 2019	<u>1,650</u>
Estimated Available Fund Balance as of December 31, 2019	17,640
Anticipated Operating Surplus (Deficit) for 2020	<u>(9,900)</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$7,740</u>

EXPENDITURE SUMMARY

<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Redi-Ride Services	<u>\$335,000</u>	<u>\$350,000</u>	<u>\$350,000</u>	<u>\$10,000</u>
	<u>\$335,000</u>	<u>\$350,000</u>	<u>\$350,000</u>	<u>\$10,000</u>

PERSONNEL SUMMARY

(Not Applicable)

SENIOR CENTER MILLAGE FUND

Narrative: This activity is operated in partnership with Okemos Public Schools and provides activities for older adults throughout the community. The Center is located at Chippewa Middle School with operations funded through a portion of the Community Services Millage. The staff are employed by Okemos Schools, but report to the Director of Parks and Recreation.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Taxes	\$140,107	\$142,500	\$145,375	\$150,550
Interest	3,937	300	6,000	3,000
	<u>\$144,044</u>	<u>\$142,800</u>	<u>\$151,375</u>	<u>\$153,550</u>

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2018 (per audit)	\$281,316
Anticipated Operating Surplus (Deficit) for 2019	<u>18,775</u>
Estimated Available Fund Balance as of December 31, 2019	300,091
Anticipated Operating Surplus (Deficit) for 2020	<u>5,050</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$305,141</u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$2,395	\$4,250	\$2,600	\$1,000
Operating Costs	0	0	0	0
Outside Services	49,323	106,000	100,000	117,500
Capital Items	0	30,000	30,000	30,000
	<u>\$51,718</u>	<u>\$140,250</u>	<u>\$132,600</u>	<u>\$148,500</u>

Personnel Costs: Township staff assistance as needed.

Outside Services: Contractual staffing costs.

Capital Items: Tables, chairs, and lighting improvements.

PERSONNEL SUMMARY	
(Not Applicable)	

LAND PRESERVATION MILLAGE FUND

Narrative: In November 2000, voters approved a ten-year, 0.75 millage for the purpose of purchasing land and land easements for conservation purposes. 25% of the millage collected is reserved and invested, with interest earned used for the purpose of maintaining the properties. Recommendations for purchase are brought forward by the Land Preservation Advisory Board. A reduced renewal (.33 mills) was approved in November 2010 for maintenance, stewardship, and acquisition. The activity is managed by the Parks and Recreation Department.

REVENUE SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Land Preservation Millage Collections		\$552,757	\$559,200	\$573,740	\$592,200
State Grant Revenue		<u>514,374</u>			
Investment Income (Loss)		<u>49,407</u>	10,000	50,000	20,000
		<u>\$1,116,537</u>	<u>\$569,200</u>	<u>\$623,740</u>	<u>\$612,200</u>

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2018 (per audit)	\$2,832,339
Anticipated Operating Surplus (Deficit) for 2019	<u>340,730</u>
Estimated Available Fund Balance as of December 31, 2019	3,173,069
Anticipated Operating Surplus (Deficit) for 2020	<u>420,195</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$3,593,264</u>

EXPENDITURE SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs		80,073	87,120	88,710	90,705
Operating Costs		1,087	35,300	44,300	56,300
Outside Services		27,228	46,000	50,000	45,000
Equipment Rental		7,376	0	0	0
Land Acquisitions, Operations & Maintenance		<u>1,162,364</u>	100,000	100,000	0
		<u>\$1,278,128</u>	<u>\$268,420</u>	<u>\$283,010</u>	<u>\$192,005</u>

Personnel Costs: No Change in staffing levels in 2020.

Operating Costs: Includes signs, maintenance supplies, grounds maintenance.

Outside Services: Legal fees relating to land acquisition, stewardship plan and controlled burns.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Sr. Parks & Land Management Coordinator	0.5	0.5	0.5
Park and Land Management Coordinator	0.0	0.0	0.0
Park Naturalist	0.8	0.8	0.8

LAND PRESERVATION RESERVE FUND

Narrative: In November 2000, voters approved a ten-year 0.75 millage for the purpose of purchasing land and land easements for conservation purposes. 25% of the millage collected has been set aside in an endowment fund and invested for future management activities of the properties.

REVENUE SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Grant Revenue		\$0	\$0	\$0	\$0
Investment Income (Loss)		60,235	35,000	70,000	35,000
Other Revenue		0	0	0	0
		<u>\$60,235</u>	<u>\$35,000</u>	<u>\$70,000</u>	<u>\$35,000</u>

STATEMENT OF FUND BALANCE		
	<u>Nonspendable</u>	<u>Restricted</u>
Fund Balance as of December 31, 2018 (per audit)		\$3,065,634
Anticipated Operating Surplus (Deficit) for 2019	<u>0</u>	<u>70,000</u>
Estimated Available Fund Balance as of December 31, 2019	0	3,135,634
Anticipated Operating Surplus (Deficit) for 2020	<u>0</u>	<u>35,000</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$0</u>	<u>\$3,170,634</u>

PERSONNEL SUMMARY	
(Not Applicable)	

PARK MILLAGE FUND

Narrative: This activity is funded by a .667 mill levy that was authorized for twelve years beginning in 2015. The Director of Parks and Recreation oversees this fund with guidance from the Park Commission.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Park Millage	\$1,110,996	\$1,131,500	\$1,154,500	\$1,196,250
Harris Center	40,815	40,000	40,000	42,000
Investment Income	21,118	5,000	20,000	10,000
Rentals and other	11,168	7,000	10,000	12,000
Grant Revenue	0	807,500	50,000	0
Operating Transfer In	0	0	0	0
	<u>\$1,184,097</u>	<u>\$1,991,000</u>	<u>\$1,274,500</u>	<u>\$1,260,250</u>

STATEMENT OF FUND BALANCE		
	<u>Nonspendable</u>	<u>Restricted</u>
Fund Balance as of December 31, 2018 (per audit)	\$403	\$1,023,386
Anticipated Operating Surplus (Deficit) for 2019	<u>0</u>	<u>(848,465)</u>
Estimated Available Fund Balance as of December 31, 2019	403	174,921
Anticipated Operating Surplus (Deficit) for 2020	<u>0</u>	<u>(13,775)</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$403</u>	<u>\$161,146</u>

PARK MILLAGE FUND

DEPARTMENT:
Parks and Recreation -
Administration

FUNCTION:
Recreation and Culture

Activity Description:

This division oversees expenditures of the Park Millage budget for park maintenance, development and acquisition, Harris Nature Center operations, and selected programs of the Park Commission.

EXPENDITURE SUMMARY				
<u>Account Classification</u>	2018 Actual	2019 Original Budget	2019 Projected Total	2020 Budget
Personnel Costs	\$153,724	\$163,705	\$163,245	\$173,765
Operating Costs	2,328	5,150	5,250	5,150
Outside Services	0	0	0	0
Equipment Rental	3,000	0	0	0
Capital Items	0	0	0	0
	<u>\$159,052</u>	<u>\$168,855</u>	<u>\$168,495</u>	<u>\$178,915</u>

Personnel Costs: No Change in staffing levels in 2020.

Outside Services: Consulting fees.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: None planned for 2020.

PERSONNEL SUMMARY			
<u>Position/Title</u>	2018	2019	2020
Director of Parks & Recreation	0.5	0.5	0.5
Sr. Park & Land Mgt. Coordinator	0.5	0.5	0.5
Park Naturalist	0.2	0.2	0.2
Administrative Assistant II	0.5	0.5	0.5
	<u>1.7</u>	<u>1.7</u>	<u>1.7</u>
Intern/Seasonal	0.0	0.0	0.0

PARK MILLAGE FUND

DEPARTMENT:
Parks and Recreation -
Harris Nature Center

FUNCTION:
Recreation and Culture

Activity Description:

This activity offers environmental activities, outdoor recreation opportunities and special events focusing on protecting, promoting and interpreting our environment. The Nature Center is open to the public 40 hours per week plus special outreach programs, events, and building rentals. The Director of Parks & Recreation oversees this activity.

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$171,882	\$178,300	\$179,230	\$169,940
Operating Costs	26,293	25,800	26,400	26,400
Outside Services	4,442	8,000	8,000	7,000
Capital Items	0	0	0	0
	<u>\$202,617</u>	<u>\$212,100</u>	<u>\$213,630</u>	<u>\$203,340</u>

Personnel Costs: Vacancy in Sr. Park Naturalist from retirement, replaced with Park Naturalist.

Operating Costs: Materials and supplies for the Nature Center,

Outside Services: Maintenance contracts.

Capital Items: None planned for 2020.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Sr. Park Naturalist	1.0	1.0	0.0
Park Naturalist	1.0	1.0	2.0
	2.0	2.0	2.0
Interns - part time	6.0	6.0	6.0

PARK MILLAGE FUND

DEPARTMENT:
Parks and Recreation -
Park Maintenance

FUNCTION:
Recreation and Culture

Activity Description:

This activity is responsible for maintenance of approximately 500 acres of Park Millage park land. This division is under the supervision of the Facilities Superintendent, reporting directly to the Director of Parks & Recreation.

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$213,509	\$227,595	\$227,845	\$239,770
Operating Costs	30,617	43,600	30,600	50,500
Outside Services	4,482	30,000	29,000	37,000
Equipment Rental	49,000	52,795	52,795	58,500
Capital Items	137	1,250	600	6,000
	<u>\$297,745</u>	<u>\$355,240</u>	<u>\$340,840</u>	<u>\$391,770</u>

Personnel Costs: No change in staffing for 2020

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Equipment purchases and drain assessment.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Facilities Superintendent	0.15	0.15	0.15
Utility Worker	2.0	3.0	3.0
	2.15	3.15	3.15
Seasonal Worker	1.0	0.0	0.0

PARK MILLAGE FUND

DEPARTMENT:
Parks and Recreation -
Park Development

FUNCTION:
Recreation and Culture

Activity Description:

This activity funds renovation and development of all Township parks.

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Capital Items	709,331	1,075,000	1,400,000	500,000
	<u>\$709,331</u>	<u>\$1,075,000</u>	<u>\$1,400,000</u>	<u>\$500,000</u>

Capital Items: Marketplace on the Green, Large dog park, shade structure for pickle ball, parking lot expansion for North Meridian and Central Park South, tables, grills, benches, bike racks, kiosks

PERSONNEL SUMMARY
(See Park Millage Parks Administration activity)

PARK RESTRICTED/DESIGNATED FUND

Narrative: These funds are designed for special purposes for Meridian Township park activities. The Director of Parks & Recreation oversees these funds.

REVENUE SUMMARY				
Account Classification	2018 Actual	2019 Original Budget	2019 Projected Total	2020 Budget
Grant Revenue	\$75,000	\$110,000	\$40,000	\$0
Interest	\$2,735	\$200	\$5,000	\$3,000
Market Revenue	41,983	38,000	40,000	40,000
Donations/Park Revenue	70,397	63,800	208,100	55,100
	<u>\$190,114</u>	<u>\$212,000</u>	<u>\$293,100</u>	<u>\$98,100</u>

Market Revenues: Farmers' Market administered by the Department of Parks & Recreation with the daily operations overseen by the Market Manager. Revenues are generated through stall rental fees from vendors.

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2018 (per audit)	\$256,245
Anticipated Operating Surplus (Deficit) for 2019	<u>81,195</u>
Estimated Available Fund Balance as of December 31, 2019	337,440
Anticipated Operating Surplus (Deficit) for 2020	<u>2,525</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$339,965</u>

EXPENDITURE SUMMARY				
Account Classification	2018 Actual	2019 Original Budget	2019 Projected Total	2020 Budget
Recreation Grant Expense	\$0	\$110,000	\$110,000	\$0
Market Expense	31,387	115,205	40,205	41,275
Recreation Expense	3,574	3,500	2,700	3,300
Celebrate Downtown Expense	55,957	59,000	59,000	51,000
Park Development	4,217	0	0	0
	<u>\$95,134</u>	<u>\$287,705</u>	<u>\$211,905</u>	<u>\$95,575</u>

Market Expense: Market Manager stipend, advertising expenses and relocation expense.

Recreation Expense: Recreation programs.

Park Development: Park and Field Improvements.

PERSONNEL SUMMARY			
Position/Title	2018	2019	2020
Recreation Staff-Summer*	2.0	2.0	2.0

* Tentative - Staffing dependent on grant/donations revenue received.

NANCY MOORE - PARK BEAUTIFICATION FUND

Narrative: The Nancy Moore - Park Beautification Fund was created in honor of Nancy Moore, a long-time Park Commissioner, after her death in 1993. Funds in this account are reserved for use on projects that beautify Meridian Township parks. The Director of Parks & Recreation oversees this fund.

REVENUE SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original</u> <u>Budget</u>	<u>2019</u> <u>Projected</u> <u>Total</u>	<u>2020 Budget</u>
Donations/Other		\$0	\$2,000	\$0	
Interest		167	0	200	0
		<u>\$167</u>	<u>\$2,000</u>	<u>\$200</u>	<u>\$0</u>

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2018 (per audit)	\$12,942
Anticipated Operating Surplus (Deficit) for 2019	<u>(12,942)</u>
Estimated Available Fund Balance as of December 31, 2019	0
Anticipated Operating Surplus (Deficit) for 2020	<u>0</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$0</u>

EXPENDITURE SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original</u> <u>Budget</u>	<u>2019</u> <u>Projected</u> <u>Total</u>	<u>2020 Budget</u>
Park Beautification		\$576	\$12,875	\$13,142	\$0
		<u>\$576</u>	<u>\$12,875</u>	<u>\$13,142</u>	<u>\$0</u>

Park Beautification: Plantings and garden restorations in parks.

PERSONNEL SUMMARY	
(Not Applicable)	

FIRE RESTRICTED/DESIGNATED FUND

Narrative: The Fire Chief oversees this fund. It is used to account for restricted gifts and grants. No budgeted activity for 2020.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Grant Revenue	\$32,637	\$0	\$0	\$0
Interest	135	0	150	50
Donations	59	0	0	0
Operating Transfers In	0	0	0	0
	<u>\$32,831</u>	<u>\$0</u>	<u>\$150</u>	<u>\$50</u>

Donations: Funds donated by individuals and other organizations for specified purposes.

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2018 (per audit)	\$9,667
Anticipated Operating Surplus (Deficit) for 2019	<u>(450)</u>
Estimated Available Fund Balance as of December 31, 2019	9,217
Anticipated Operating Surplus (Deficit) for 2020	<u>50</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$9,267</u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Miscellaneous	\$659	\$0	\$600	\$0
Capital Items	<u>\$31,808</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	<u>\$32,466</u>	<u>\$0</u>	<u>\$600</u>	<u>\$0</u>

Capital Items: None planned for 2020.

PERSONNEL SUMMARY	
(Not Applicable)	

LIBRARY RESTRICTED FUND

Narrative: This fund is used to account for donations for improvements to the local libraries. No budgeted activity for 2020.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Interest	167	0	200	50
	<u>\$167</u>	<u>\$0</u>	<u>\$200</u>	<u>\$50</u>

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2018 (per audit)	\$13,244
Anticipated Operating Surplus (Deficit) for 2019	<u>200</u>
Estimated Available Fund Balance as of December 31, 2019	13,444
Anticipated Operating Surplus (Deficit) for 2020	<u>50</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$13,494</u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Capital Items	0	0	0	0
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Capital Items: None planned for 2020.

PERSONNEL SUMMARY	
(Not Applicable)	

POLICE RESTRICTED/DESIGNATED FUND

Narrative: The Police Chief oversees this fund. It is used to account for restricted gifts and grants.

REVENUE SUMMARY				
Account Classification	2018 Actual	2019 Original Budget	2019 Projected Total	2020 Budget
Grant Revenue	\$0	\$1,500	\$1,500	\$8,000
Interest	824	100	1,000	500
Forfeiture Revenue	30,660	8,500	16,350	5,000
Donations	12,593	5,100	5,000	5,000
Training Fund PA 302	6,520	7,000	7,000	7,000
	<u>\$50,597</u>	<u>\$22,200</u>	<u>\$30,850</u>	<u>\$25,500</u>

Grant Revenue: Grant revenue to cover 50% of the cost of bullet proof vests.

Forfeiture Revenue: Money from the confiscation or sale of forfeited property and cash.

Donations: Funds donated by individuals or organizations for specified purposes.

Training Fund PA 302: Funds from the State of Michigan based on the State funding formula.

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2018 (per audit)	\$73,486
Anticipated Operating Surplus (Deficit) for 2019	<u>14,850</u>
Estimated Available Fund Balance as of December 31, 2019	88,336
Anticipated Operating Surplus (Deficit) for 2020	<u>(9,500)</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$78,836</u>

EXPENDITURE SUMMARY				
Account Classification	2018 Actual	2019 Original Budget	2019 Projected Total	2020 Budget
Operating Supplies - Forfeiture	\$0	\$10,000	\$0	\$0
Operating Supplies - Victims Rights	0	2,500	0	0
Operating costs	0	1,500	4,000	8,000
Training Fund PA 302	7,280	7,000	7,000	7,000
Children's Christmas Party	14,837	5,000	5,000	5,000
Capital Items	0	0	0	15,000
	<u>\$22,117</u>	<u>\$26,000</u>	<u>\$16,000</u>	<u>\$35,000</u>

Operating Supplies - Forfeiture: Supplies to enhance law enforcement services.

Operating Costs: Includes the 50% of the cost of replacement bullet proof vests.

Training Fund PA 302: Restricted funds for law enforcement training.

Children's Christmas Party: Money is raised through donations to pay for the annual party.

Capital Items: Canine

PERSONNEL SUMMARY	
(Not Applicable)	

LAW ENFORCEMENT GRANTS FUND

Narrative: This fund accounts for federal and state grants received for law enforcement programs. The Police Chief oversees this fund. The Office of Highway Safety Planning funds programs that reimburse salaries and benefits associated with the Michigan Safe Community Grant.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Interest		\$100	\$1,000	\$500
Grants	19,029	21,000	0	0
	<u>\$19,029</u>	<u>\$21,100</u>	<u>\$1,000</u>	<u>\$500</u>

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2018 (per audit)	\$73,877
Anticipated Operating Surplus (Deficit) for 2019	<u>1,000</u>
Estimated Available Fund Balance as of December 31, 2019	74,877
Anticipated Operating Surplus (Deficit) for 2020	<u>500</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$75,377</u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Grant expenditures	\$17,990	\$21,000	\$0	\$0
Capital Items	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>\$17,990</u>	<u>\$21,000</u>	<u>\$0</u>	<u>\$0</u>

PERSONNEL SUMMARY	
(Not Applicable)	

CABLE TV FUND

Narrative: The highest priority of the Communications Department is to provide residents with an increased access to transparency in governance with relevant information and in a timely fashion. A diverse means of methods through the utilization of current and best communication practices is used to provide information to residents and neighboring municipalities. An advisory board, the Cable Communications Commission, approves operating policies and makes recommendations concerning fiscal matters to the Township Board. Operating funds are primarily generated from franchise fees and peg fees derived from cable service providers according to Public Act 480.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Franchise Fees-Cable TV	\$659,136	\$620,000	\$600,000	\$0
PEG Fees	168,738	142,000	140,000	0
Miscellaneous Revenue	3,716	500	1,200	0
Donations/Agency Fees	0	0	2,085	0
Interest	2,318	500	1,500	0
Grant Revenue	0	0	0	0
Operating Transfers In	0	0	0	0
	<u>\$833,907</u>	<u>\$763,000</u>	<u>\$744,785</u>	<u>\$0</u>

Franchise Fees - Cable TV: Moved to General Fund

PEG Fees: Moved to General Fund for 2020 to cover HVAC costs.

Donations/Agency Fees: Includes the programming application fees, municipal shared services fees, and sponsor revenues for HOMTV.

STATEMENT OF FUND BALANCE		
	<u>Nonspendable</u>	<u>Restricted</u>
Fund Balance as of December 31, 2018 (per audit)	\$9,144	\$287,815
Anticipated Operating Surplus (Deficit) for 2019	<u>(9,144)</u>	<u>9,454</u>
Estimated Available Fund Balance as of December 31, 2019	0	297,269
Anticipated Operating Surplus (Deficit) for 2020	<u>0</u>	<u>(131,310)</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$0</u>	<u>\$165,959</u>

CABLE TV FUND

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$475,074	\$460,725	\$473,125	\$81,310
Operating Costs	214,941	206,100	166,350	0
Outside Services	79,541	87,000	90,000	50,000
Equipment Rental	0	0	0	0
Capital Items	139,000	52,100	15,000	0
	<u>\$908,556</u>	<u>\$805,925</u>	<u>\$744,475</u>	<u>\$131,310</u>

Personnel Costs: Communications Director for 6 months.

Capital Items: None

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Communications Director	1.0	1.0	1.0
HOMTV Executive Producer	1.0	1.0	0.0
Studio TV Production Manager	1.0	1.0	0.0
Video Programmer/Studio Producer	1.0	1.0	0.0
Communications Content Specialist	0.725	0.725	0.000
Administrative Assistant II	1.0	1.0	0.0
	<u>5.725</u>	<u>5.725</u>	<u>1.000</u>
Interns and Freelancers	40	40	0

COMMUNITY NEEDS FUND

Narrative: The Community Resources Commission functions to promote a better community for all residents through its focus on existing or potential human concerns. Funds are donated for distribution to needy Township residents through the Community Resources Commission, who oversees the fund with the Human Services Specialist.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Donations	\$14,876	\$7,500	\$7,500	\$7,500
Redi-Ride	\$1,211		\$1,000	\$200
Interest	231	25	200	50
	<u>\$16,318</u>	<u>\$7,525</u>	<u>\$8,700</u>	<u>\$7,750</u>

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2018 (per audit)	\$18,796
Anticipated Operating Surplus (Deficit) for 2019	<u>(13,300)</u>
Estimated Available Fund Balance as of December 31, 2019	5,496
Anticipated Operating Surplus (Deficit) for 2020	<u>(750)</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$4,746</u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Emergency Fund	\$11,347	\$11,000	\$20,000	\$7,500
Redi-Ride	\$1,188		\$2,000	\$1,000
Operating Supplies	685	0	0	0
Special Events	107	0	0	0
	<u>\$13,327</u>	<u>\$11,000</u>	<u>\$22,000</u>	<u>\$8,500</u>

PERSONNEL SUMMARY	
(Not Applicable)	

FIRE STATION DEBT RETIREMENT FUND

Narrative: In November 2012, voters approved the issuance of \$3,500,000 in general obligation unlimited tax bonds for the purpose of erecting, furnishing, and equipping a new central fire station on a site located at the southeast corner of Okemos Road and Central Park Drive. The bonds are payable in a period not to exceed fifteen (15) years from the date of issue. The estimated average millage rate to retire the bonds is 0.2 mill (\$0.20 per \$1,000 of taxable value). The bonds have been issued, and the Township has received the proceeds from the bonds. Millage collections began in 2014.

REVENUE SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Millage Collections		\$335,565	\$349,100	\$349,650	\$361,600
Interest		<u>3,067</u>	<u>500</u>	<u>5,000</u>	<u>2,000</u>
		<u>\$338,632</u>	<u>\$349,600</u>	<u>\$354,650</u>	<u>\$363,600</u>

STATEMENT OF ASSIGNED FUND BALANCE	
Fund Balance (Deficit) as of December 31, 2018 (per audit)	\$206,187
Anticipated Operating Surplus (Deficit) for 2019	<u>83,180</u>
Estimated Available Fund Balance as of December 31, 2019	289,367
Anticipated Operating Surplus (Deficit) for 2020	<u>90,195</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$379,562</u>

EXPENDITURE SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Debt Service - Principal		\$220,000	\$220,000	\$220,000	\$225,000
Debt Service - Interest		<u>54,218</u>	<u>51,470</u>	<u>51,470</u>	<u>48,405</u>
		<u>\$274,218</u>	<u>\$271,470</u>	<u>\$271,470</u>	<u>\$273,405</u>

PERSONNEL SUMMARY	
(Not Applicable)	

TOWNSHIP IMPROVEMENT REVOLVING FUND

Narrative: This fund is used to account for public improvement projects paid in advance and reimbursed through special assessments.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Interest	\$17,971	\$5,000	\$15,000	\$10,000
Interest - Special Assessments	13,534	10,000	13,500	10,000
Special Assessments	150,443	125,000	150,000	150,000
Miscellaneous	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>\$181,948</u>	<u>\$140,000</u>	<u>\$178,500</u>	<u>\$170,000</u>

STATEMENT OF ASSIGNED FUND BALANCE	
Fund Balance as of December 31, 2018 (per audit)	\$955,585
Anticipated Operating Surplus (Deficit) for 2019	<u>48,500</u>
Estimated Available Fund Balance as of December 31, 2019	1,004,085
Anticipated Operating Surplus (Deficit) for 2020	<u>50,000</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$1,054,085</u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Construction/Improvements	<u>\$376,526</u>	<u>\$120,000</u>	<u>\$130,000</u>	<u>\$120,000</u>
	<u>\$376,526</u>	<u>\$120,000</u>	<u>\$130,000</u>	<u>\$120,000</u>

Construction/Improvements: Lake Lansing Watershed and sidewalk repair

PERSONNEL SUMMARY	
(Not Applicable)	

FIRE STATION CONSTRUCTION FUND

Narrative: In November 2012, voters approved issuance of \$3,500,000 of general obligations unlimited tax bonds for the purpose of erecting, furnishing, and equipping a new central fire station on a site located at the southeast corner of Okemos Road and Central Park Drive. The bonds are payable over a period not to exceed fifteen (15) years from the date of issue. The estimated average millage rate to retire the bonds is 0.2 mill (\$0.20 per \$1,000 of taxable value). The bonds have been issued, and the Township has received the proceeds from the bonds.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Interest	\$48	\$0	\$0	\$0
	0		0	
	<u>\$48</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2018 (per audit)	\$16
Anticipated Operating Surplus (Deficit) for 2019	<u>(16)</u>
Estimated Available Fund Balance as of December 31, 2019	0
Anticipated Operating Surplus (Deficit) for 2020	<u>0</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$0</u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Outside Services	\$250	\$0	\$16	\$0
Capital Items	7,475	0	0	0
Bond Issuance Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>\$7,725</u>	<u>\$0</u>	<u>\$16</u>	<u>\$0</u>

PERSONNEL SUMMARY	
(Not Applicable)	

Road Construction Debt

Narrative: In August 2019, voters approved the issuance of \$35,000,000 in general obligation unlimited tax bonds for the purpose of repairing the local roads. The bonds will be issued in 3 separate issuances over the next 10 years. The estimated average millage rate to retire the bonds is 0.19428 mill (\$0.19428 per \$1,000 of taxable value).

REVENUE SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Millage Collections		\$0	\$0	\$0	\$3,514,000
Interest		0	0	0	30,000
		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$3,544,000</u>

STATEMENT OF ASSIGNED FUND BALANCE	
Fund Balance (Deficit) as of December 31, 2018 (per audit)	\$0
Anticipated Operating Surplus (Deficit) for 2019	<u>0</u>
Estimated Available Fund Balance as of December 31, 2019	0
Anticipated Operating Surplus (Deficit) for 2020	<u>3,825</u>
Estimated Available Fund Balance as of December 31, 2020	<u><u>\$3,825</u></u>

EXPENDITURE SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Debt Service - Principal					\$3,305,000
Debt Service - Interest					235,175
		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$3,540,175</u>

PERSONNEL SUMMARY	
(Not Applicable)	

PUBLIC WORKS AND ENGINEERING FUNDS COMBINED STATEMENT

REVENUE SUMMARY				
ACTIVITY	2018 Actual	2019 Original Budget	2019 Projected Total	2020 Budget
REVENUES				
CHARGES FOR SERVICES				
Water Fund	\$5,982,338	\$5,978,009	\$6,007,509	\$6,268,000
Sewer Fund	5,625,530	5,922,836	5,911,236	6,174,050
Total Charges for Services	11,607,868	11,900,845	11,918,745	12,442,050
OTHER REVENUES				
Water Fund	409,262	55,400	70,200	65,200
Sewer Fund	4,600	600	9,500	5,500
Total Other Revenues	413,862	56,000	79,700	70,700
OTHER FINANCING SOURCES				
Water Fund	430,199	0	0	0
Sewer Fund	95,560	0	0	0
Total Other Financing Sources	525,759	0	0	0
TOTAL REVENUES	\$12,547,490	\$11,956,845	\$11,998,445	\$12,512,750

EXPENSE SUMMARY				
ACTIVITY	2018 Actual	2019 Original Budget	2019 Projected Total	2020 Budget
Water Fund	\$5,590,701	\$5,848,490	\$6,012,165	\$6,337,260
Sewer Fund	5,292,544	5,823,430	5,918,170	6,136,800
TOTAL EXPENSES	\$10,883,245	\$11,671,920	\$11,930,335	\$12,474,060

WATER FUND Summary

REVENUE SUMMARY				
ACTIVITY	2018 Actual	2019 Original Budget	2019 Projected Total	2020 Budget
CHARGES FOR SERVICES				
Water Sales	\$5,390,770	\$5,605,009	\$5,605,009	\$5,850,000
Billing Charges	138,811	125,000	125,000	138,000
Water Penalties	32,183	30,000	30,000	30,000
Customer Installation	83,976	50,000	70,000	70,000
Water Benefits	162,606	20,000	20,000	20,000
Connection Fees	151,592	120,000	120,000	120,000
Engineering & Inspection Fees	22,402	28,000	37,500	40,000
Total Charges for Services	<u>5,982,338</u>	<u>5,978,009</u>	<u>6,007,509</u>	<u>6,268,000</u>
OTHER REVENUES				
Rental Income	26,135	26,000	27,000	27,000
Interest	262	200	10,000	25,000
Miscellaneous	382,865	29,200	33,200	13,200
Total Other Revenues	<u>409,262</u>	<u>55,400</u>	<u>70,200</u>	<u>65,200</u>
OTHER FINANCING SOURCES				
Transfers In	0	0	0	0
Capital Contributions	430,199	0	0	0
Total Other Financing Sources	<u>430,199</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	<u><u>\$6,821,800</u></u>	<u><u>\$6,033,409</u></u>	<u><u>\$6,077,709</u></u>	<u><u>\$6,333,200</u></u>

Water Sales: Water sales revenue is based on 2020 rates of \$4.77/1000 gal, compared to \$4.59 in 2019. The estimate is conservative in relation to new customers and weather factors.

Billing Charges: Represents 50% of the cost of reading meters and processing utility bills. The 2020 charge of \$5.00 per bill stays the same as 2019.

EXPENSE SUMMARY				
ACTIVITY	2018 Actual	2019 Original Budget	2019 Projected Total	2020 Budget
Administration	\$1,418,769	\$701,910	\$706,260	\$708,960
Engineering	262,911	276,075	270,950	265,580
Water Supply	3,091,081	3,102,400	3,242,400	3,252,400
Water Distribution Maintenance	977,746	1,268,105	1,292,555	1,445,320
Pension	(200,361)			
Capital Outlay	40,555	500,000	500,000	665,000
TOTAL EXPENSES	<u><u>\$5,590,701</u></u>	<u><u>\$5,848,490</u></u>	<u><u>\$6,012,165</u></u>	<u><u>\$6,337,260</u></u>

WATER FUND

DEPARTMENT:
Public Works and Engineering -
Administration

FUNCTION:
Public Works

Activity Description:

Personnel are responsible for coordinating all activities of the Department of Public Works & Engineering to ensure that goals and objectives of the Township Board are carried out. Administrative expenses are split between the Water Fund and the Sewer Fund.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019</u> <u>Original</u> <u>Budget</u>	<u>2019</u> <u>Projected</u> <u>Total</u>	<u>2020</u> <u>Budget</u>
Personnel Costs	\$112,404		\$113,210	\$115,460	\$114,660
Operating Costs		51,715	57,200	57,300	57,300
Outside Services		7,900	6,500	8,500	12,000
Equipment Rental		2,800	0	0	0
Administrative		525,016	525,000	525,000	525,000
Depreciation		718,934	0	0	0
Capital Items		0	0	0	0
TOTAL	<u>\$1,418,769</u>		<u>\$701,910</u>	<u>\$706,260</u>	<u>\$708,960</u>

Personnel Costs: No change in staffing

Outside Services: Share of audit costs.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Administrative: Amount paid to General Fund for Administrative expenses.

Depreciation: Year-end adjustment performed at audit time to record non-cash items. All capital assets are depreciated over their useful lives rather than expensed at time of purchase.

Capital Items: None planned for 2020.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Asst. Twp. Mgr. & Dir of P.W.	0.5	0.5	0.5
Administrative Assistant II	0.5	0.5	0.5
	1.0	1.0	1.0

WATER FUND

DEPARTMENT:
**Public Works and Engineering -
 Engineering**

FUNCTION:
Public Works

Activity Description:

The office of Engineering is responsible for coordinating all engineering activities regarding sewer, water, sidewalk, pathway, street lights, and road paving systems. Department personnel review all public and private developments for conformance to current standards and practices. Costs for this activity are split equally between the Water and Sewer Funds.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$229,699	\$252,510	\$253,285	\$246,430
Operating Costs	3,180	3,900	3,900	3,900
Outside Services	6,032	6,100	200	500
Equipment Rental	24,000	13,565	13,565	14,750
Capital Items	0	0	0	0
	<u>\$262,911</u>	<u>\$276,075</u>	<u>\$270,950</u>	<u>\$265,580</u>

Personnel Costs: Elimination of the Administrative Assistant I position

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: None planned for 2020.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Chief Engineer	0.5	0.5	0.5
Sr. Project Engineer	0.5	0.5	0.5
DPW Records Manager	0.5	0.5	0.5
GIS Specialist	0.0	0.3	0.3
Engineering Tech	0.5	1.0	1.0
Administrative Assistant I	0.5	0.5	0.0
	<u>2.5</u>	<u>3.3</u>	<u>2.8</u>
Engineering Aide	1.5	0.0	0.0
Intern	0.50	0.50	0.50

WATER FUND

DEPARTMENT:
Public Works and Engineering -
Water Supply

CLASSIFICATION:
Public Works

Activity Description:

Meridian Township purchases treated water from the Board of Water and Light as well as the East Lansing-Meridian Water and Sewer Authority (which operates the treatment plant and well fields as a separate corporation). The Deputy Township Manager/Director of Public Works is a member of the Authority Board.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Operating Costs	\$0	\$2,400	\$2,400	\$2,400
Outside Services	3,091,081	3,100,000	3,240,000	3,250,000
	<u>\$3,091,081</u>	<u>\$3,102,400</u>	<u>\$3,242,400</u>	<u>\$3,252,400</u>

Outside Services: Cost of water from East Lansing Water Sewer Authority and Lansing Board of Water & Light.

PERSONNEL SUMMARY
(Not Applicable)

WATER FUND

DEPARTMENT:
Public Works and Engineering -
Water Maintenance

CLASSIFICATION:
Public Works

Activity Description:

The Water Distribution Maintenance activity oversees the maintenance of the Township's water system which includes two 0.5 million gallon water towers, a booster station, over 165 miles of water mains, 1,900 fire hydrants, and 13,700 meters and services. Maintenance personnel are responsible for emergency repairs to the water system and coordinate with other public safety offices during times of need. This activity is under the supervision of the Deputy Township Manager/Director of Public Works.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$621,553	\$636,340	\$646,690	\$639,720
Operating Costs	126,866	127,700	129,700	174,700
Outside Services	90,147	110,000	110,000	125,000
Equipment Rental	125,000	179,065	179,065	178,900
Customer Install-Water Meters	3,288	200,000	200,000	300,000
Capital Items	10,892	15,000	27,100	27,000
	<u>\$977,746</u>	<u>\$1,268,105</u>	<u>\$1,292,555</u>	<u>\$1,445,320</u>

Personnel Costs: Includes a 2% wage increase and no staffing changes in 2020.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Safety equipment and tools

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Lead Worker	1.0	1.0	1.0
Utility Worker	7.0	7.0	7.0
	8.0	8.0	8.0
Seasonal Staff	2.0	0.0	1.0

WATER FUND

DEPARTMENT:
Public Works and Engineering -
Capital Outlay

FUNCTION:
Public Works

Activity Description:

These are major projects and special equipment used for the Water Fund.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Capital Items	40,555	500,000	500,000	665,000
	<u>\$40,555</u>	<u>\$500,000</u>	<u>\$500,000</u>	<u>\$665,000</u>

Capital Items: Haslett Road water main replacement (\$290,000), Dobie Road Booster Station Modifications (\$225,000), and Water Plant renovation (150,000)

PERSONNEL SUMMARY
(Not Applicable)

SEWER FUND Summary

REVENUE SUMMARY					
ACTIVITY	2018	Actual	2019 Original Budget	2019 Projected Total	2020 Budget
CHARGES FOR SERVICES					
Sewer Charges	\$5,239,675		\$5,612,236	\$5,612,236	\$5,800,000
Lift Station Fees		6,852	6,500	6,850	6,900
Billing Charges	138,894		71,000	85,000	130,000
Penalties		35,090	25,000	32,000	35,000
Sewer Benefits		13,211	10,000	8,000	10,000
Sewer Licenses/Inspections		4,845	5,100	5,150	5,150
Connection Fees	150,181		150,000	125,000	150,000
Charges for Services	36,782		43,000	37,000	37,000
Total Charges for Services	<u>5,625,530</u>		<u>5,922,836</u>	<u>5,911,236</u>	<u>6,174,050</u>
OTHER REVENUES					
Grant Revenue		0	0	0	0
Interest		302	400	8,000	5,000
Reimbursements		0	0	0	0
Miscellaneous		4,299	200	1,500	500
Total Other Revenues		<u>4,600</u>	<u>600</u>	<u>9,500</u>	<u>5,500</u>
OTHER FINANCING SOURCES					
Transfers In		0	0	0	0
Capital Contributions		95,560	0	0	0
Total Other Financing Sources		<u>95,560</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES		<u>\$5,725,691</u>	<u>\$5,923,436</u>	<u>\$5,920,736</u>	<u>\$6,179,550</u>

Sewer Charges: Sewer charges revenue is based on 2020 rates of \$5.41 per 1000 gallons of metered water, increased from \$5.41 per 1000 gallons in 2019. The estimate is conservative in relation to new customers and weather factors.

Billing Charges: Represents 50% of the cost of reading meters and processing utility bills. The 2020 charge of \$5.00 per bill stays the same as 2019.

EXPENSE SUMMARY					
ACTIVITY	2018	Actual	2019 Original Budget	2019 Projected Total	2020 Budget
Administration		\$873,178	\$665,015	\$669,615	\$663,910
Engineering		316,032	321,120	323,095	304,025
Sewage Treatment		2,650,678	3,300,000	3,300,000	3,500,000
Sewer System Maintenance		1,374,528	834,585	821,010	915,365
Capital Outlay		0	540,000	540,000	500,000
Pension		-132,054	0	0	0
Fixed Obligations		210,182	162,710	264,450	253,500
TOTAL EXPENSES		<u>\$5,292,544</u>	<u>\$5,823,430</u>	<u>\$5,918,170</u>	<u>\$6,136,800</u>

SEWER FUND

DEPARTMENT:
Public Works and Engineering -
Administration

FUNCTION:
Public Works

Activity Description:

Personnel are responsible for coordinating all activities of the Department of Public Works & Engineering to ensure that goals and objectives of the Township Board are carried out. Administrative expenses are split between the Water Fund and the Sewer Fund.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs		\$111,276	\$111,965	\$114,565	\$115,160
Operating Costs		22,431	21,550	21,550	11,750
Outside Services		7,900	6,500	8,500	12,000
Equipment Rental		2,800	0	0	0
Administrative		525,000	525,000	525,000	525,000
Depreciation		203,772	0	0	0
Capital Items		0	0	0	0
TOTAL		<u>\$873,178</u>	<u>\$665,015</u>	<u>\$669,615</u>	<u>\$663,910</u>

Personnel Costs: No change in staffing

Outside Services: Share of audit costs.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Administrative: Amount paid to General Fund for administrative expenses.

Depreciation: Year-end adjustment performed at audit time to record non-cash items. All capital assets are depreciated over their useful lives, rather than expensed at time of purchase.

Capital Items: None planned for 2020.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Asst. Twp. Mgr. & Dir of P.W.	0.5	0.5	0.5
Administrative Assistant II	0.5	0.5	0.5
	1.0	1.0	1.0

DEPARTMENT
Public Works Engineering -
Engineering

SEWER FUND

FUNCTION:
Public Works

Activity Description:

The office of Engineering is responsible for coordinating all engineering activities regarding sewer, water, sidewalk, pathway, street lights, and road paving systems. Department personnel review all public and private development for conformance to current standards and practices. Costs for this activity are split equally between the Water and Sewer Funds.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Original</u> <u>Budget</u>	<u>2019</u> <u>Projected</u> <u>Total</u>	<u>2020 Budget</u>
Personnel Costs	\$248,988	\$268,055	\$270,530	\$250,275
Operating Costs	1,178	4,500	4,000	4,000
Outside Services	43,866	35,000	35,000	35,000
Equipment Rental	22,000	13,565	13,565	14,750
Capital Items	0	0	0	0
	<u>\$316,032</u>	<u>\$321,120</u>	<u>\$323,095</u>	<u>\$304,025</u>

Personnel Costs: Elimination of the Administrative Assistant I position

Outside Services: Engineering consulting, as needed.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: None planned for 2020.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Chief Engineer	0.5	0.5	0.5
Sr. Project Engineer	0.5	0.5	0.5
DPW Records Manager	0.5	0.5	0.5
GIS Specialist	0.0	0.3	0.3
Engineering Tech	0.5	1.0	1.0
Administrative Assistant I	0.5	0.5	0.0
	<u>2.5</u>	<u>3.3</u>	<u>2.8</u>
Engineering Aide	0.0	0.0	0.0
Intern	0.50	0.50	0.50

SEWER FUND

DEPARTMENT:
Public Works and Engineering -
Sewage Treatment

CLASSIFICATION:
 Public Works

Activity Description:

Meridian Township purchases sewage treatment services from the City of East Lansing, owner and operator of the treatment plant, paid on a monthly basis.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Contractual Services	\$2,650,678	\$3,300,000	\$3,300,000	\$3,500,000
	<u>\$2,650,678</u>	<u>\$3,300,000</u>	<u>\$3,300,000</u>	<u>\$3,500,000</u>

Contractual Services: Estimated expenses by the East Lansing Waste Water Treatment Plant.

PERSONNEL SUMMARY	
(Not Applicable)	

SEWER FUND

DEPARTMENT:
Public Works and Engineering -
Sewer Maintenance

CLASSIFICATION:
Public Works

Activity Description:

The Sewer System Maintenance activity operates and maintains the Township's sewer system which includes: 28 lift stations, over 150 miles of sanitary sewer, manhole and Township-owned storm sewers/catch basins and detention basins. Maintenance personnel are responsible for emergency repairs to the sewer system and coordinate with other public safety offices during times of need.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$358,192	\$368,805	\$364,230	\$377,950
Operating Costs	156,437	270,115	261,115	340,115
Outside Services	64,313	67,000	67,000	70,000
Equipment Rental	112,000	102,165	102,165	101,300
Depreciation	677,433	0	0	0
Capital Items	6,154	26,500	26,500	26,000
	<u>\$1,374,528</u>	<u>\$834,585</u>	<u>\$821,010</u>	<u>\$915,365</u>

Personnel Costs: No change in staffing levels in 2020.

Operating Costs: Includes Utilities, operating supplies and costs for lift station repairs.

Outside Services: Root cleaning project, concrete/asphalt repairs, annual lift station cleaning, and generator maintenance.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Safety equipment and tools.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Lead Worker	1.0	1.0	1.0
Utility Worker	4.0	4.0	4.0
	5.0	5.0	5.0
Seasonal Staff	2.0	0.0	0.0

SEWER FUND

DEPARTMENT:
Public Works and Engineering -
Capital Outlay

CLASSIFICATION:
Public Works

Activity Description:

These are major projects and special equipment used for the Sewer Fund.

BUDGET SUMMARY						
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original</u> <u>Budget</u>	<u>2019</u> <u>Projected</u> <u>Total</u>	<u>2020</u>	<u>Budget</u>
Contractual Services		\$0	\$0	\$0		\$0
Contractual Services-Fed Grant		0	0	0		0
Sanitary Sewer Construction		0	0	0		0
Capital Items		0	540,000	540,000		500,000
		<u>\$0</u>	<u>\$540,000</u>	<u>\$540,000</u>		<u>\$500,000</u>

Contractual Services: None planned for 2020.

Sanitary Sewer Construction: None planned for 2020.

Capital Items: Identified Sewer Main Rehab (\$450,000) and Shoals lift station on-site backup generator (\$50,000)

PERSONNEL SUMMARY	
(Not Applicable)	

SEWER FUND

DEPARTMENT:
Public Works and Engineering -
Fixed Obligations

CLASSIFICATION:
Public Works

Activity Description:

This section lists those debt obligations that are included in water and sewage usage rates. The cash flow for payments is budgeted; however, the payment is actually a reduction of the debt rather than an expense and is reflected as such during the audit process.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Wastewater Optimization	\$210,182	\$162,710	\$264,450	\$253,500
	<u>\$210,182</u>	<u>\$162,710</u>	<u>\$264,450</u>	<u>\$253,500</u>

Wastewater optimization: Township share of improvements to the East Lansing Plant.

PERSONNEL SUMMARY
(Not Applicable)

MOTOR POOL

Narrative: The Motor Pool is responsible for all routine maintenance, emergency repairs, and purchase of new and replacement vehicles and major pieces of equipment in the Township's fleet. The Motor Pool vehicle and equipment fleet contains over 130 vehicles and major pieces of equipment with a cost over \$5.0 million. Maintenance personnel also oversee the record keeping and specifications of all vehicles and equipment. The Motor Pool Fund is managed directly by the Facilities Superintendent in the Department of Public Works and Engineering.

REVENUE SUMMARY					
<u>Account Classification</u>	<u>2018</u>	<u>Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Interest		\$9,963	\$1,000	\$15,000	\$5,000
Rentals		1,174,275	1,153,190	1,153,190	1,250,320
Reimbursements		3,630	0	15,950	0
Gain (Loss) on Vehicle Sales		15,659	5,000	5,000	5,000
Transfer In		290,000	210,000	210,000	250,000
		<u>\$1,493,527</u>	<u>\$1,369,190</u>	<u>\$1,399,140</u>	<u>\$1,510,320</u>

Rentals: Represents the charges to other Departments for use of Township vehicles and equipment. The charge is based on depreciation, gas usage, and maintenance of specific vehicles used by each department.

Reimbursements: None for 2020

Vehicle Sales: Sales from vehicles being rotated out and sold.

STATEMENT OF RETAINED EARNINGS		
	Invested in Capital Assets	Unrestricted
Fund Equity as of December 31, 2018 (per audit)	\$1,752,139	(\$482,951)
Anticipated Operating Surplus (Deficit) for 2019	<u> </u>	<u>120,400</u>
Estimated Available Fund Equity as of December 31, 2019	1,752,139	(362,551)
Anticipated Operating Surplus (Deficit) for 2020	<u> </u>	<u>370,060</u>
Estimated Available Fund Equity as of December 31, 2020	<u>\$1,752,139</u>	<u>\$7,509</u>

MOTOR POOL

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2018 Actual</u>	<u>2019 Original Budget</u>	<u>2019 Projected Total</u>	<u>2020 Budget</u>
Personnel Costs	\$1,514,003	\$216,605	\$200,340	\$196,310
Operating Costs	339,915	377,500	366,900	396,450
Outside Services	121,753	105,000	105,000	110,000
Depreciation	376,359	0	0	0
Capital Items	2,487	446,000	606,500	437,500
TOTAL	<u><u>\$2,354,517</u></u>	<u><u>\$1,145,105</u></u>	<u><u>\$1,278,740</u></u>	<u><u>\$1,140,260</u></u>

Personnel Costs: No change in staffing levels in 2020.

Operating Costs: Includes repair parts, tools, gasoline, vehicle insurance, and equipment maintenance.

Outside Services: Includes outside vendors for firetruck and other vehicle repairs, towing, and vehicle alignment services.

Depreciation: Year-end adjustment performed during the audit to record non-cash items. All capital assets are depreciated over their useful lives rather than expensed at time of purchase.

Capital Items: Represents the cash outlay requirements for new capital items. These items are budgeted as expenditures, then capitalized at year-end. Includes the following vehicles: 10 Yard Dump Truck (\$150,000), F25 Service Truck (\$55,000), 3 Interceptors (\$123,000), F250 4x4 Pickup (\$36,500), 2 Ford Escapes (\$45,000), Western salter (\$7,000), and retrofit Police cars (\$6,000)

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Facilities Superintendent	0.25	0.25	0.25
Lead Mechanic	1.0	1.0	1.0
Mechanic	1.0	1.0	1.0
	<u>2.25</u>	<u>2.25</u>	<u>2.25</u>

DOWNTOWN DEVELOPMENT AUTHORITY

Narrative: The Meridian Township Downtown Development Authority (DDA) has a separate legal identity but operates in conformity with many of the Township's policies and procedures. The DDA is reported in the Township's financial statements as a discretely presented component unit. The DDA was organized pursuant to Township Ordinance No. 2005-12 and Act 197 of the Public Acts of 1975, as amended. This DDA's mission is as follows: to beautify and revitalize downtown Okemos as a very desirable place to shop, live and do business. It is a commitment to promoting an improved quality of life by creating a friendly, walkable community embracing natural aesthetics of the river and parks. A Board of Directors, appointed by the Township Board, governs the DDA.

REVENUE SUMMARY					
Account Classification	2018	Actual	2019 Adopted Budget	2019 Projected Total	2020 Budget
Property Taxes		\$29,632	\$15,000	\$30,200	\$30,200
Intergovernmental Revenue		\$17,942	\$15,000	\$12,750	\$12,000
Grant Revenue		0	0	0	0
Investment Income		21	0	0	0
DDA Special Event		0	0	0	0
Miscellaneous		0	0	0	0
		<u>\$47,595</u>	<u>\$30,000</u>	<u>\$42,950</u>	<u>\$42,200</u>

Property Tax: The DDA's tax increment revenue is generated when the current taxable valuation of all real and personal properties within the Development Area exceeds the initial value of the 2005 base year.

Intergovernmental Revenue: Refund from the State of Michigan to offset the loss in tax revenue from the personal property tax exemption.

Grant Revenue: No anticipated request in 2020.

DDA Special Event: None planned for 2020.

STATEMENT OF FUND BALANCE	
Fund Balance Deficit as of December 31, 2018 (per audit)	(\$127,800)
Anticipated Operating Surplus (Deficit) for 2019	<u>34,465</u>
Estimated Available Fund Balance as of December 31, 2019	(93,335)
Anticipated Operating Surplus (Deficit) for 2020	<u>33,715</u>
Estimated Available Fund Balance as of December 31, 2020	<u>(\$59,620)</u>

EXPENDITURE SUMMARY					
Account Classification	2018	Actual	2019 Adopted Budget	2019 Projected Total	2020 Budget
Operating Costs		2,979	3,000	3,000	3,000
Outside Services		71,086	5,000	1,000	1,000
Special Events		0	0	0	0
Debt Service		4,485	4,485	4,485	4,485
		<u>\$78,550</u>	<u>\$12,485</u>	<u>\$8,485</u>	<u>\$8,485</u>

Operating Costs: Includes expenses such as streetlight electricity and water for flowers.

Outside Services: Includes continued streetscape projects, such as hanging flower baskets, weeding, snow removal, and other related activities.

Special Events: None planned for 2020.

Debt Service: Principal and interest payments on the loan from the General Fund for the LED Streetlight improvement project.

Glossary of Terms

Accrual	The accrual basis of accounting is used for the proprietary fund types and non-expendable trust funds. Under the accrual method, revenues are recognized in the accounting period in which they are earned while expenses are recognized when the related liability is incurred.
Appropriation	A legal authorization granted by the Township Board to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in dollar amount and as to the time frame in which it may be expended.
Approved Budget	The approved budget represents the original appropriation for the fiscal year plus any supplemental appropriations, inter-unit budget adjustments or reappropriation of prior year encumbrances as authorized by the Township Board.
Budget	A plan for the accomplishment of programs related to objectives and goals within a definite time period. It includes an estimate of resources required, and an estimate of resources available to finance such a plan.
Carry-over Funds	Carry-over funds are the result of the unspent appropriations in the prior year, new growth, the expansion of the tax base beyond what was projected and increased revenues over estimated amounts. They are brought forward from the preceding fiscal year to become part of the "beginning fund balance".
Debt Service Fund	A fund established to account for the accumulation of resources for, and the payment of general long-term debt, principal and interest.
Department	Is a separate functional and accounting entity within a certain fund type.
Encumbrance	Commitments related to unperformed (executory) contracts for goods or services.
Expenditures	Decreases in assets or net financial resources. Expenditures include current operating expenses that require the current or future use of net current assets, debt service or capital outlays.
Fiscal Year	The 12-month period to which the annual operating budget applies (January 1 to December 31).
Fund	A fiscal and accounting entity with a self-balancing set of accounts which is segregated for the purpose of carrying or specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.
Mills	Refers to amount per \$1,000 of SEV in real estate taxes. For example 70 mills applied to an SEV of \$100,000 would yield \$7,000.
Revenue	Revenue is an increase in financial resources.
SEV	State Equalized Value equal to 50 percent of the assessed value.
Taxable Value	The SEV reduced to the limitations required by the Headley Amendment to property tax laws and to which millage rate is applied to yield real property tax revenue.
TIRF	Township Improvement Revolving Fund. This is a state authorized fund used to finance public improvements such as utility projects, township construction programs, public safety purchases and other capital outlays. The Township Board may order transfers from this fund to the General Fund or Capital Projects Fund for those purposes.

CHARTER TOWNSHIP OF MERIDIAN

AREA and LOCATION

The Charter Township of Meridian encompasses approximately 32 square miles and is located in the south-central area of lower Michigan. Meridian Township is largely residential, part of the Lansing Metropolitan Area, east of the State Capital, and immediately adjacent to East Lansing - home of Michigan State University. The Township was originally organized in 1842 and became a charter township on December 14, 1959.

FORM of GOVERNMENT

The Charter Township of Meridian was established pursuant to Act 359, Public Acts of Michigan, 1947, as amended. The Township is governed by a Township Board that is composed of a part-time Supervisor, full-time Clerk and Treasurer, and four Trustees serving four-year terms. The chief administrative officer is the Township Manager who is appointed by the Township Board and serves at its pleasure. The Board is vested with all legislative powers, except those otherwise provided by law.

INVESTMENT GOALS

Purpose

It is the policy of Meridian Township to invest its funds in a manner which will ensure the preservation of principal and provide the highest investment return with the maximum security while meeting the daily cash flow needs of the township and complying with all state statutes governing the investment of public funds.

Objectives

The primary objectives of the Township's investment activities in priority order shall be:

Safety – Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

Diversification – The investments will be diversified by security type and institution in order to reduce overall portfolio risk while obtaining market average rates of return.

Liquidity – The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

Return of Investment – The investment portfolio shall be designed with the objective of obtaining a reasonable rate of return throughout the budgetary and economic cycles, while taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

STAFFING PLAN

	<u>2019</u>	<u>2020</u>	<u>Chg</u>
	<u>BUDGET</u>	<u>BUDGET</u>	
GENERAL FUND			
<u>TOWNSHIP BOARD</u>			
Supervisor	1	1	
Trustee	4	4	
TOTAL	<u>5</u>	<u>5</u>	
 <u>ACCOUNTING AND BUDGETING</u>			
Director of Finance	1	1	
Accountant	0.375	0.375	
Bookkeeper	3.25	3.25	
Purchasing Coordinator	0	1	1.00
TOTAL	<u>4.625</u>	<u>5.625</u>	
 <u>ASSESSING</u>			
Appraiser II	2	2	
Assessing Clerk	1	1	
TOTAL	<u>3</u>	<u>3</u>	
Intern (part time)	*	2	2
 <u>CLERK'S OFFICE</u>			
Clerk	1	1	
Assistant to the Clerk	1	1	
Administrative Assistant II	1	1	
Records Technician II	1	1	
TOTAL	<u>4</u>	<u>4</u>	
Temporary Election Help	*	4	4
 <u>ADMINISTRATION/HUMAN RESOURCES</u>			
Township Manager	1	1	
Human Resources Director	1	1	
Human Resources Specialist	1	1	
Accountant	0.125	0.125	
Executive Assistant	1	1	
TOTAL	<u>4.125</u>	<u>4.125</u>	
 <u>INFORMATION TECHNOLOGY</u>			
Director of Information Technology	1	1	
Assistant Director of Information Technology	0	1	1.00
GIS Specialist	0.4	0.4	
Systems Administrator II	1	0	(1.00)
Systems Administrator I	1	0	(1.00)
TOTAL	<u>3.4</u>	<u>2.4</u>	
 <u>TREASURER'S OFFICE</u>			
Treasurer	1	1	
Assistant to the Treasurer	1	1	
Bookkeeper	0.75	0.75	
TOTAL	<u>2.75</u>	<u>2.75</u>	

		2019 <u>BUDGET</u>	2020 <u>BUDGET</u>	<u>Chg</u>
<u>BUILDING MAINTENANCE</u>				
Facilities Superintendent		0.15	0.15	
Lead Worker		<u>1</u>	<u>1</u>	
TOTAL		1.15	1.15	
<u>GROUNDS MAINTENANCE</u>				
Facilities Superintendent		0.15	0.15	
Lead Worker		<u>1.0</u>	<u>1.0</u>	
TOTAL		1.15	1.15	
Seasonal workers	*	2.0	2.0	
<u>CEMETERY</u>				
Facilities Superintendent		0.15	0.15	
Seasonal workers	*	2	2	
<u>RECYCLING CENTER</u>				
Recycling Coordinator		0.8	0.8	
<u>POLICE DEPARTMENT</u>				
Chief of Police		1	1	
Assistant Chief of Police		0	1	1.00
Captain		0	0	
Lieutenant		2	1	(1.00)
Sergeant		7	7	
Officer		31	31	
Property Records Technician		0	0	
Records Supervisor		1	1	
Administrative Assistant II		1	1	
Records Technician II		<u>2.5</u>	<u>2.5</u>	
TOTAL		45.5	45.5	
Cadets (part-time)	*	9	9	
Crossing Guards (part time)	*	6	6	
<u>EMS/FIRE DEPARTMENT</u>				
EMS/Fire Chief		1	1	
Inspector - Fire		1	1	
Training/EMS Chief		1	1	
Battalion Chief		2	2	
Captain		3	3	
Lieutenant		7	7	
Paramedic/Firefighter		20	20	
Administrative Assistant II		<u>1</u>	<u>1</u>	
TOTAL		36	36	
Part-Time Firefighters	*	10	10	
<u>COMMUNITY PLANNING & DEVELOPMENT</u>				
Community Planning & Development Director		1	1	
Economic Development Director		1	1	

	2019 BUDGET	2020 BUDGET	Chg
Chief Building Inspector	1	1	
Senior Building Inspector	1	0	(1.00)
Building Inspector	1	2	1.00
Rental Housing Inspector (2 @ .625)	1.25	1.25	
Code Enforcement Officer	1	1	
Principal Planner	1	1	
Senior Planner	0	0	
Associate Planner	0	0	
Assistant Planner	2	2	
Administrative Assistant II	1	1	
Administrative Assistant I	1	1	
TOTAL	12.25	12.25	
Intern (part time)	* 1	2	1.00
<u>STREETS & HIGHWAYS</u>			
Project Engineer	0	1	
<u>CABLE TV</u>			
Communications Director	1	0	(1.00)
HOMTV Executive Producer	1	1	
Studio TV Production Manager	1	1	
Video Programmer/Studio Producer	1	1	
Communications Content Specialist	0.725	0	(0.725)
Administrative Assistant II	1	0	(1.00)
TOTAL	5.725	3	
Paid Interns	* 5	0	(5.00)
Freelance Journalists	* 5	0	(5.00)
Unpaid Interns	* 30	5	(25.00)
<u>HUMAN SERVICES</u>			
Human Services Specialist	0.8	0.8	
<u>PARKS & RECREATION ADMINISTRATION</u>			
Director of Parks & Recreation	0.50	0.50	
Administrative Assistant II	0.50	0.50	
TOTAL	1	1	
Intern/Seasonal	* 2	2	
<u>RECREATION</u>			
Parks/Recreation Specialist	2	2	
Seasonal workers (part time)	* 3	2	(1.00)
<u>PARKS MAINTENANCE</u>			
Facilities Superintendent	0.15	0.15	
Utility Worker	1.5	1.5	
TOTAL	1.65	1.65	
Seasonal workers (part time)	* 2	1	(1.00)
TOTAL - GENERAL FUND - Regular			
	129.350	133.350	
TOTAL - GENERAL FUND - Temporary			
	* 43.0	47.0	

	2019 <u>BUDGET</u>	2020 <u>BUDGET</u>	<u>Chg</u>
SPECIAL REVENUE FUNDS			
<u>PEDESTRIAN/BICYCLE PATHWAY MILLAGE</u>			
Utility Worker	0.50	0.50	
Seasonal workers	*	1	0 (1.00)
<u>PARK MILLAGE</u>			
Director of Parks & Recreation	0.50	0.50	
Facilities Superintendent	0.15	0.15	
Sr. Park Naturalist	1	0	(1.00)
Park Naturalist	1.20	2.2	1.00
Sr. Park & Land Mgt Coordinator	0.50	0.50	
Administrative Assistant II	0.50	0.50	
Utility Worker	3	3	
TOTAL	<u>6.85</u>	<u>6.85</u>	
HNC Interns-Part Time	*	6	6
<u>LAND PRESERVATION MILLAGE FUND</u>			
Sr. Park and Land Mgt Coordinator	0.50	0.50	
Park Naturalist	0.80	0.80	
TOTAL SPECIAL REVENUE FUND - Regular			
TOTAL SPECIAL REVENUE FUND - Temporary			
	*	14.375	8.650
	*	47.0	6.0
<u>PUBLIC WORKS - ADMINISTRATION</u>			
Deputy Twp. Manager/Director of Public Works	1	1	
Administrative Assistant II	1	1	
TOTAL	<u>2</u>	<u>2</u>	
<u>ENGINEERING</u>			
Chief Engineer	1	1	
Administrative Assistant I	1	0	
Sr. Project Engineer	1	1	
DPW Records Manager	1	1	
GIS Specialist	0.6	0.6	
Engineering Technician	2	2	
TOTAL	<u>6.6</u>	<u>5.6</u>	
Interns	*	1	1
<u>WATER DISTRIBUTION MAINTENANCE</u>			
Lead Worker	1	1	
Utility Worker	7	7	
TOTAL	<u>8</u>	<u>8</u>	
Seasonal Utility Aide	*	0	1 1.00
<u>SEWER SYSTEM MAINTENANCE</u>			
Lead Worker	1	1	
Utility Worker	4	4	
TOTAL	<u>5</u>	<u>5</u>	
Seasonal Utility Aide	*	0	1 1.00

	2019 <u>BUDGET</u>	2020 <u>BUDGET</u>	<u>Chg</u>
TOTAL PUBLIC WORKS FUND - Regular	21.6	20.6	
TOTAL PUBLIC WORKS FUND - Temporary *	1	3	
<u>MOTOR POOL</u>			
Facilities Superintendent	0.25	0.25	
Lead Mechanic	1	1	
Mechanic	1	1	
	<u>2.25</u>	<u>2.25</u>	
TOTAL INTERNAL SERVICES FUND - Regular	2.25	2.25	
<u>GRAND TOTAL - ALL FUNDS - Regular</u>			
	167.575	164.850	
<u>GRAND TOTAL- ALL FUNDS - Temporary</u>	91.000	56.000	

CAPITAL OUTLAY/IMPROVEMENT SUMMARY 2020 BUDGET

DEPARTMENT	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	BUDGET AMOUNT
GENERAL FUND:				
Elections	980.000	Office Equipment & Furniture	Replacement equipment	500
Accounting/Budgeting	980.000	Office Equipment & Furniture	Replacement equipment	750
Clerk	980.000	Office Equipment & Furniture	Replacement equipment	500
Treasurer	980.000	Office Equipment & Furniture	Replacement equipment	500
Building Maintenance	979.000	Machinery & Equipment	Replacement equipment	450
Grounds Maintenance	979.000	Machinery & Equipment	Replacement equipment and Salt spreader	7,500
			Replacement police equipment (\$2,750), Taser videos (\$1,600), Radar Sign -2 (\$12,000), Updates to Nelson Room (\$15,000), and Accident Software (\$2,000).	
Police	979.000	Machinery & Equipment		33,350
Fire	979.000	Machinery & Equipment	Alert siren (\$28,000), Replacement equipment (\$7,000)	35,000
	980.000	Office Equipment & Furniture	Replacement equipment	500
Park Maintenance	979.000	Machinery & Equipment	Replacement equipment and tool cat attachments	6,000
Communications	980.010	Video Production Equipment	Replacement equipment	1,200
			Replace front ramp South Fire station (\$75,000), Remodel Municipal Building Break Areas (\$20,000), Replace Municipal Building 1st floor Windows (\$30,000), and HVAC system Municipal Building (\$2,200,000).	2,325,000
Capital Outlay	974.000	Construction/Improvements		2,325,000
	980.015	New Computer workstations	Replacement computer workstations	5,500
	980.020	Hardware	Network switch upgrades (\$10,000), Workstation Replacements (\$45,000)	60,000
	980.040	Network Upgrades	ESXI Host	86,500
	980.050	Server Upgrades	Upgrade server	8,000
	980.070	Mobile Data Units	Police body cameras and filed based computers	15,000
				2,500,000
TOTAL-GENERAL FUND				\$2,586,250
SPECIAL REVENUE FUNDS:				
Local Roads Fund	974.000	Construction/Improvements	Local Street Maintenance	\$3,500,000
Pathway Millage	974.000	Construction/Improvements	Pathway construction	\$2,700,000
Senior Center Millage	980.000	Office Equipment & Furniture	Tables, Chairs, and Lighting Improvements	\$30,000
Park Millage - Park Dev				
Park Maintenance	979.000	Machinery & Equipment	Replacement equipment	6,000
			Market Place on the Green (\$300,000), Large Dog Park (\$40,000), Tables, Grills, Benches, Bike racks, Kiosks (\$55,000), Shade Structure for Pickleball (\$5,000), and Parking Lot Expansion for North Meridian and Central Park South (\$100,000).	
Park Development	974.000	Construction/Improvements		500,000
				\$506,000
TOTAL-SPECIAL REVENUE FUNDS				\$6,736,000

CAPITAL OUTLAY/IMPROVEMENT SUMMARY 2020 BUDGET

DEPARTMENT	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	BUDGET AMOUNT
CONSTRUCTION FUND:				
TIRF	972.020	Lake Lansing Watershed	Lake Lansing management	95,000
	974.000	Construction/Improvements	Sidewalk maintenance	25,000
				120,000
TOTAL-CONSTRUCTION FUND				\$120,000
PUBLIC WORKS FUNDS:				
System Maintenance	979.000	Machinery & Equipment	Replacement equipment	53,000
Capital Outlay	974.000	Construction-Sewer	Generator for Shoals Lift Station	50,000
	974.000	Construction-Sewer	Lining Work	450,000
	974.000	Construction-Water	Water main Haslett Rd. from Westminster to the East	290,000
	974.000	Construction-Water	Dobie Road Booster Station Modifications	225,000
	974.000	Construction-Water	Misc. valve replacements	120,000
	992.110	Water Plant Renovation	ELMWSA Plant Improvements	150,000
				1,285,000
TOTAL-PUBLIC WORKS FUNDS				\$1,338,000
Motor Pool				
	981.000	Vehicles	10 Yard Dump Truck (\$150,000), F250 Service Truck (\$55,000), 3 Police Interceptors (\$123,000), F-250 Pick UP (\$36,500), 2 Ford Escape (\$45,000), Western Slater (\$7,000), and Retro Fit retired Police Vehicles for Pool cars (\$6,000).	422,500
Total Motor Pool				\$422,500
TOTAL - ALL FUNDS				\$11,202,750

Vehicle & Equipment List by Department

Total # of Veh	Dept	Unit #	YEAR	Vehicle Type		Purchase Price
	Assessing		2019	Ford Escape	Passenger Auto	\$ 21,899.00
	Admin	214	2010	Ford Escape	Passenger Auto	\$ 17,367.00
	Planning	506	2010	Ford Escape	Passenger Auto	\$ 18,410.00
3	Admin					
	Water	21-422	2018	Ford Utility	Passenger Auto	\$ 26,795.00
	Water	21-415	2017	Ford F250	Pick-up	\$ 24,868.00
	Water	21-421	2017	CAT Backhoe	Backhoe	\$ 95,750.00
	Water	101		Single Axle Tlr	Trailor	\$ -
	Water	220	2012	Ford F350	Utility Truck	\$ 25,951.00
	Water	223	2008	Sterling Acterra	10 Yard Dump	\$ 60,000.00
	Water	325	2012	Ford F250	Pick-up	\$ 29,094.00
	Water	330	2005	Eager Beaver 12HDB-PT	Trailer	\$ 13,952.00
	Water	348	1992	Wells Cargo EW	Trailer	\$ 3,000.00
	Water	352	2000	Kobota ARX6500	Generator Set	\$ 4,000.00
	Water	366	2002	Honda	Generator Set	\$ 4,000.00
	Water	391	2007	Case 580K	Backhoe	\$ 66,750.00
	Water	400	1996	Arrow Board	Arrow Board	\$ 5,000.00
	Water	401	1994	Arrow Board	Arrow Board	\$ 5,000.00
	Water	403	2007	Mitsubishi	Fork Lift	\$ 24,878.70
	Water	419	2011	Ford F350	Flat Bed	\$ 31,218.00
	Water	441	2002	Ford F750	8 Yard Dump	\$ 50,877.00
	Water	463	2011	Ford F350	Van	\$ 22,364.00
	Water	237	2001	Freightliner FL80	Vactor	\$ 129,613.00
	Water	212	2008	Ford F150	Pick-up	\$ 12,247.00
20	Water					
	Sewer	22-102	2018	Ford E 450	TV Unit	\$ 202,606.00
	Sewer	22-101	2013	International	Vactor 2100	\$ 380,000.00
	Sewer	22-100	2013	Ford F250	Pick-up	\$ 23,811.00
	Sewer	308	2006		Brush Cat	\$ 4,823.00
	Sewer	345	2000	Stanley	Generator Set	\$ 2,000.00
	Sewer	383	2000		Generator Set	\$ 10,000.00
	Sewer	412	2011	Ford F350	Flat Bed w/Crane	\$ 32,480.00
	Sewer	418	2011	Ford F450	Utility w/Crane	\$ 55,073.00
	Sewer	420	1998		2 Axle Trailer	\$ 1,000.00
	Sewer	430	1998		Generator Set	\$ 10,000.00
	Sewer	462	2003	Hallmark 1 Axle	Trailer	\$ 2,728.95
11	Sewer					
1	Buildings	23-450	2017	Ford Transit	Van	\$ 25,782.00
	Engr	25-103	2013	Ford Explorer	Passenger Auto	\$ 26,893.00
	Engr	25-104	2013	Ford Explorer	Passenger Auto	\$ 26,893.00
	Engr	196	2013	Ford Interceptor	Passenger Auto	\$ 23,000.00
	Engr	208	2008	GMC Canyon	Pick-up	\$ 16,440.50
	Engr	524	2002	Chevrolet Tahoe	SUV	\$ 32,000.00
5	Engr					

Total # of Veh	Dept	Unit #	YEAR	Vehicle Type		Purchase Price
	Pathways	305	2008	Western Salter		\$ 13,624.00
	Pathways	26-308	2016	BobCat 5600	Utility Vehicle	\$ 59,139.00
	Pathways	26-100	2013	2012 M-B Tractor	Plow & Blower	\$ 103,600.00
	Pathways	211	2008	GMC Canyon	Pick-up w/plow	\$ 19,857.00
	Pathways	307	2006	BobCat 5600	Utility Vehicle	\$ 40,300.00
	Pathways	386	1997	Trackless MT	Plow	\$ 36,905.00
	Pathways	388	1991	Trackless MT	Plow	\$ 33,000.00
7	Pathways					
		EM 1	2018	Electric Z Mower	Mower	\$ 23,999.00
		EM2	2018	Electric Z Mower	Mower	\$ 23,999.00
	P&R Adm	204	2006	Chev Express	Van	\$ 13,300.00
	P&R Adm	198	2013	Ford Taurus	Passenger Auto	\$ 24,678.00
				7 x 16 Cargo Express		
	Pks&Gds		2017	Trailer	Trailer	\$ 5,083.00
	Pks&Gds		2017	Dump Trailer	Trailer	\$ 9,500.00
	Pks&Gds		2019	Dodge 3500 Dump Truck	Truck	\$ 41,117.00
	Pks&Gds	70-526	2003	South west 2AXLE	Trailer	\$ 8,000.00
	Pks&Gds	31-106	2018	Ford F250	Pick-up	\$ 26,494.00
	Pks&Gds	31-102	2016	John Deer 1600	Mower	\$ 48,000.00
	Pks&Gds	31-100	2013	Toro 4100D	Mower	\$ 52,000.00
	Pks&Gds	31-101	2013	Ford F250	Pick-up	\$ 24,661.00
	Pks&Gds	31-103	2013	Western Tornado	Salter	\$ 5,900.00
	Pks&Gds	203	2005	Dodge Ram	Pick-up dual rears	\$ 28,628.78
	Pks&Gds	261	1999	Ford F350	Stake Rack	\$ 27,448.45
	Pks&Gds	262	2008	Ford F250	w/plow	\$ 28,919.00
	Pks&Gds	274	2012	Ford F250	w/plow	\$ 30,566.00
	Pks&Gds	303	2005	Ferris IS5000	Mower	\$ 13,624.00
	Pks&Gds	309	2006	Bobcat Broom	Broom	\$ 4,597.00
	Pks&Gds	311	2007	Felling 2 Axle	Trailer	\$ 9,000.00
	Pks&Gds	312	2007	TORO 3280	Mower	\$ 17,500.00
	Pks&Gds	313	2009	TORO 4100D	Mower	\$ 44,850.00
	Pks&Gds	314	2009	John Deere 997	Mower	\$ 16,810.00
	Pks&Gds	319	1994	Trailer	Trailer	\$ 8,000.00
	Pks&Gds	321	1993	LEVA 2AXLE	Trailer	\$ 8,000.00
	Pks&Gds	322	2001	TORO 455D	Mower	\$ 31,500.00
	Pks&Gds	323	2002	LOAD 1AXLE	Trailer	\$ 4,000.00
	Pks&Gds	324	2004	Felling 2 Axle	Trailer	\$ 8,000.00
	Pks&Gds	331	2003	TORO 455D	Mower	\$ 33,319.00
	Pks&Gds	334	2007	Dodge Ram	Pickup	\$ 30,413.30
	Pks&Gds	340	1992	John Deere 1070	Tractor	\$ 20,000.00
	Pks&Gds	365	1997	Eeger Beever	Chipper	\$ 10,000.00
	Pks&Gds	375	2008	John Deere 997	Mower	\$ 12,000.00
	Pks&Gds	376	2013	John Deere XVV 825I	Utility Vehicle	\$ 12,645.00
	Pks&Gds	377	2013	John Deere XVV 825I	Utility Vehicle	\$ 12,645.00
	Pks&Gds	390	1994	John Deere 970	Tractor	\$ 20,000.00
36	Pks&Gds					

Total # of Veh	Dept	Unit #	YEAR	Vehicle Type	Purchase Price	
	Cemetery	100	2002	Cushman Truckster	Utility Vehicle	\$ 15,000.00
	Cemetery	302	1995	JCB 210-S	Back hoe	\$ 45,000.00
	Cemetery	355	2012	Exmark Lazer	Mower	\$ 7,478.00
	Cemetery	356	2012	Exmark Lazer	Mower	\$ 7,478.00
	Cemetery	476	2002	Exmark Lazer	Mower	\$ 11,255.00
	Cemetery	477	2002	Exmark Lazer	Mower	\$ 11,255.00
6	Cemetery					
	Planning		2019	Ford Escape	Passenger Auto	\$ 21,899.00
	Planning	60-118	2018	Ford Utility Interceptor	Patrol SUV	\$ 27,885.00
	Planning	506	2010	Ford Escape	Passenger Auto	\$ 17,606.00
	Planning	60-105		Ford Utility	Passenger Auto	\$ 26,935.00
	Planning	35	2010	Ford Fusion	Passenger Auto	\$ 15,500.00
	Planning	37	2012	Ford Focus	Passenger Auto	\$ 13,180.00
	Planning	38	2012	Ford Focus	Passenger Auto	\$ 13,180.00
	Planning	50	2009	Ford Focus	Passenger Auto	\$ 11,998.00
8	Planning					
	Police		2019	Ford Ranger Pickup	Pickup	\$ 28,882.00
	Police		2019	Ford Escape	Passenger Auto	\$ 21,899.00
	Police	60-107	2015	Ford Utility Interceptor	Patrol SUV	\$ 27,251.00
	Police	60-108	2015	Ford Utility Interceptor	Patrol SUV	\$ 27,251.00
	Police	60-109	2015	Ford Utility Interceptor	Patrol SUV	\$ 27,251.00
	Police	60-110	2015	Ford Utility Interceptor	Patrol SUV	\$ 27,251.00
	Police	60-112	2016	Ford Utility Interceptor	Patrol SUV	\$ 26,661.00
	Police	60-113	2016	Ford Utility Interceptor	Patrol SUV	\$ 26,661.00
	Police	60-114	2017	Ford Utility Interceptor	Patrol SUV	\$ 27,885.00
	Police	60-115	2017	Ford Utility Interceptor	Patrol SUV	\$ 27,885.00
	Police	60-116	2017	Ford Utility Interceptor	Patrol SUV	\$ 27,885.00
	Police	60-35	2017	Ruz Speed Trailer	Trailer	\$ 15,000.00
	Police	60-117	2018	Ford Utility Interceptor	Patrol SUV	\$ 27,885.00
	Police	60-119	2018	Ford Utility Interceptor	Patrol SUV	\$ 27,885.00
	Police	9	2009	Harley Davidson FLHTPI	Motorcycle	\$ 14,300.00
	Police	10	2009	Harley Davidson FLHTPI	Motorcycle	\$ 14,300.00
	Police	20	2000		Trailer	\$ 3,000.00
	Police	33	2008	Ford Fusion	Passenger Auto	\$ 15,354.00
	Police	34	2009	Ford Fusion	Passenger Auto	\$ 15,354.00
	Police	79	2012	Ford Explorer	Patrol SUV (Chief)	\$ 29,502.00
	Police	349	1995	Kustom Speed	Trailer	\$ 5,000.00
	Police		2010	Patrol Veh Equipment	10,000 x 12 veh	\$ 120,000.00
21.5	Police					
	Fire	70-103	2017	G4500 Chevrolet	Ambulance	\$ 177,390.00
	Fire	70-102	2015	G4500 Chevrolet	Ambulance	\$ 164,155.00
	Fire	70-550	2016	Spartan Metro Star	Pumper	\$ 425,951.00
	Fire	70-100	2013	Ford Expedition XL	Command SUV	\$ 40,000.00
	Fire	70-101	2013	Chevrolet 4500	Ambulance	\$ 164,155.00
	Fire	70-500	1999	Pierce Dash	Fire Truck	\$ 500,000.00
	Fire	70-501	1999	Pierce Contender	Fire Engine/Pumper	\$ 165,000.00

Total # of Veh	Dept	Unit #	YEAR	Vehicle Type		Purchase Price
	Fire	70-503	1994	Viper	Trailer	\$ -
	Fire	70-504	2008	Spartan Metro Star	Fire Engine/Pumper	\$ 373,700.00
	Fire	70-505	2010	Ford Escape	SUV	\$ 18,410.00
	Fire	70-507	2011	Cargo King	Trailer	\$ 2,642.00
	Fire	70-508	2010	Chevrolet Van	Ambulance	\$ 150,000.00
	Fire	70-515	2009	Chevrolet C4500	Ambulance	\$ 146,000.00
	Fire	70-525	2003	Ford F250	Pick-up	\$ 23,296.00
	Fire	70-527	2005	Ford F250	Pick-up	\$ 22,597.00
	Fire	70-540	2003	Mobile Concepts	Fire Safety House Trailer	\$ -
16	Fire					
	Motor Pool	213	2008	Ford	Van	\$ 13,620.00
	Motor Pool	100-100	2013	Ford F-150	Pick-up	\$ 17,509.00
2	Motor Pool					
136.5				Totals		\$ 5,848,601.68

**LINE
ITEM
DETAIL**

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
ESTIMATED REVENUES					
Dept 000.000					
101-000.000-402.000	CURRENT PROPERTY TAXES	7,007,474	7,127,000	7,286,300	7,539,000
101-000.000-402.100	Payment in Lieu of Taxes	5,924	5,500	5,950	5,960
101-000.000-404.030	POLICE MILLAGE 98/04	1,014,022	1,031,000	1,054,100	1,090,900
101-000.000-405.050	FIRE MILLAGE - 98/04	1,068,243	1,086,000	1,110,600	1,149,400
101-000.000-405.080	POLICE/FIRE MILLAGE - 18	2,488,102	2,532,000	2,590,150	2,678,400
101-000.000-406.000	TRAILER PARK COLLECTIONS	252	200	200	200
101-000.000-409.000	Community Services Millage	109,932	111,500	114,200	118,300
101-000.000-412.000	DELINQUENT PROPERTY TAXES	16,197	5,000	5,000	5,000
101-000.000-428.000	STREET LIGHTS	347,496	350,000	351,400	360,000
101-000.000-441.000	LOCAL COMMUNITY STABILIZATION SHARE 1	29,588	25,000		
101-000.000-445.000	TAX PENALTIES	15,396	11,000	14,850	12,000
101-000.000-447.000	TAX ADMINISTRATION FEE	937,369	875,000	875,000	900,000
101-000.000-451.000	BUILDING PERMITS	515,247	500,000	400,000	500,000
101-000.000-451.100	MECHANICAL PERMITS	104,368	95,000	95,000	95,000
101-000.000-451.200	ELECTRICAL PERMITS	105,429	75,000	75,000	75,000
101-000.000-451.300	PLUMBING PERMITS	57,422	60,000	60,000	60,000
101-000.000-451.400	MEP REGISTRATION FEES	3,760	5,000	2,500	2,500
101-000.000-452.000	WETLAND PERMITS	250			
101-000.000-453.000	Other Permits	36,713	35,000	35,000	35,000
101-000.000-453.500	MOBILE FOOD VENDOR PERMITS	960	1,000	750	750
101-000.000-455.000	MEDICAL MARIHUANA FEES			105,000	30,000
101-000.000-506.100	GRANT REVENUE - FEDERAL	807	2,000	1,245	
101-000.000-574.000	STATE REVENUE SHARING	3,468,777	3,300,000	3,400,000	3,480,000
101-000.000-574.100	CVT SUPPLEMENTAL - UNFUNDED LIAB	10,688		32,000	
101-000.000-575.000	LIQUOR TAX REFUND	31,783	30,000	30,000	30,000
101-000.000-576.000	OTHER INTRGOVTL REVENUE	72,568	80,000	80,000	80,000
101-000.000-576.200	METRO Act Fees	20,854	18,000	22,000	20,000
101-000.000-576.500	Local Revenue Sharing Agreements	235,506	235,000	315,300	315,000
101-000.000-604.000	FRANCHISE FEES - CABLE TV	120,000	120,000	120,000	600,000
101-000.000-604.500	CABLE PEG FEES				140,000
101-000.000-605.000	FIRE INSPECTION CHARGES	5,750	5,000	5,000	5,000
101-000.000-607.000	SOR FEES	620	500	500	500
101-000.000-609.000	ANNUAL RENTAL INSPECTION FEES	94,919	83,000	80,000	75,000
101-000.000-609.010	RENTAL HOUSG REINSPECTION FEES	7,419	7,000	7,000	7,000
101-000.000-609.015	RENTAL REGISTRATION	28,800	25,000	20,000	20,000
101-000.000-609.016	Rental Registration Renewal	79,500	60,000	60,000	60,000
101-000.000-609.017	VACANT/ABANDONED REGISTRATION			2,200	2,000
101-000.000-610.000	VENDOR FEES	360	500	950	500
101-000.000-612.000	BROWNFIELD APPLICATION FEE			7,000	5,000
101-000.000-624.000	PLANNING DEPARTMENT	46,940	27,000	31,000	30,000
101-000.000-625.000	PUBLIC WORKS SERVICES	1,050,000	1,050,000	1,050,000	1,050,000
101-000.000-625.500	PEDESTRIAN BIKEPATH ADMINITRATIVE				40,000
101-000.000-627.000	CEMETERY REVENUE	24,050	21,000	15,000	20,000
101-000.000-628.000	COPIES	799	700	400	400
101-000.000-628.010	POLICE DESK REVENUE	3,456	3,000	3,000	3,000
101-000.000-628.020	FOIA REQUESTS - COPIES	1,711	1,000	3,000	2,000
101-000.000-628.500	ELECTRONIC COPIES	2,700	1,500	1,500	1,500
101-000.000-629.000	FRANCHISE FEES - BWL	170,909	162,000	160,000	160,000
101-000.000-638.500	RECREATION PROGRAM REV	7,234	15,000	15,000	15,000
101-000.000-638.501	Sporties for Shorties	16,620	12,000	13,000	13,000
101-000.000-638.502	Sand Volleyball	4,375	4,000	4,000	4,000
101-000.000-638.503	Adult Softball	11,180	12,000	12,000	12,000
101-000.000-638.506	ADULT SPORTS	4,620	5,000	4,000	4,000
101-000.000-638.510	RECREATION - BASEBALL	33,550	31,500	31,500	31,500
101-000.000-638.601	Oaks Soccer	58,422	43,000	43,000	45,000
101-000.000-638.602	Oaks Football	7,986	6,500	8,000	8,000

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
101-000.000-638.603	Oaks Misc	340		280	
101-000.000-638.700	Contract Programs	2,554	3,000	7,600	8,000
101-000.000-638.801	HYRA Basketball	14,502	17,000	15,000	15,000
101-000.000-638.802	HYRA T-BALL	4,310	3,200	2,300	2,500
101-000.000-638.803	HYRA Flag Football	5,727	4,500	4,500	4,500
101-000.000-638.804	HYRA Soccer	10,480	5,000	10,000	10,000
101-000.000-638.805	HYRA Misc	1,660		80	
101-000.000-638.900	OBSC Revenue			120	
101-000.000-638.950	WILLIAMSTON REC REVENUE	25,000	20,000	20,000	18,900
101-000.000-642.000	PLAN & DOCUMENT SALES	60			
101-000.000-643.000	CEMETERY LOT SALES	21,600	15,000	16,000	16,000
101-000.000-647.010	SURPLUS PROPERTY	424		500	
101-000.000-650.000	RECYCLING REVENUE	13,253	8,000	12,000	10,000
101-000.000-650.500	SPONSOR REVENUE	1,600	1,500	1,750	1,500
101-000.000-656.000	PARKING TICKETS	9,668	7,500	7,500	7,500
101-000.000-657.000	ORDINANCE FINES	3,855	2,000	4,500	3,000
101-000.000-657.010	FINES-UTC ENFORCEMENT	61,688	65,000	65,000	65,000
101-000.000-657.020	FINES-RETAIL FRAUD ORDINANCE	16,700	25,000	20,000	20,000
101-000.000-657.030	POLICE SERVICES-WILLIAMSTOWN TWP	235,919	235,000	235,000	235,000
101-000.000-658.000	FALSE ALARM FEES	9,450	8,000	8,000	8,000
101-000.000-660.000	COURT RESTITUTION	15,365	15,000	15,000	15,000
101-000.000-660.500	TCPS REVENUE SHARING	864	500	700	700
101-000.000-665.000	INTEREST	259,073	100,000	300,000	100,000
101-000.000-665.060	INTEREST - LOAN REPAYMENTS	4,485	4,485	4,485	4,485
101-000.000-665.200	Unrealized invest gain/loss	(170)			
101-000.000-666.020	DIVIDEND - PROPERTY AND LIABILITY INS.	4,128	4,000	1,650	1,500
101-000.000-667.200	Rent-School Street	6,960	6,960	6,960	6,960
101-000.000-667.300	Rent-Library	46			
101-000.000-671.000	MISCELLANEOUS	2,749	2,000	3,300	2,000
101-000.000-675.150	DONATIONS			1,700	
101-000.000-675.180	DONATIONS - PARK LAKE ROUNDABOUT			140	
101-000.000-676.000	REIMBURSEMENTS	101,196	40,000	40,000	40,000
101-000.000-676.020	REIMBURSEMENTS-POLICE	11,031	5,000	5,000	5,000
101-000.000-676.030	REIMBURSEMENTS-FIRE	13,000	1,000	7,000	1,000
101-000.000-677.000	AMBULANCE FEE COLLECTIONS	1,371,860	1,350,000	1,400,000	1,350,000
101-000.000-678.000	REIMBURSEMENTS-CROSSING GUARDS	11,505	11,000	11,300	11,000
101-000.000-679.000	REIMBURSEMENTS-ELECTIONS	31,152			
101-000.000-680.000	REIMBURSEMENTS-SCHOOL SECURITY	8,559	10,000	5,000	5,000
Totals for dept 000.000 -		21,767,640	21,261,045	21,990,960	22,904,355
TOTAL ESTIMATED REVENUES		21,767,640	21,261,045	21,990,960	22,904,355

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
APPROPRIATIONS					
Dept 100.101 - TOWNSHIP BOARD					
101-100.101-701.000	SALARIES	61,356	63,300	63,300	64,600
101-100.101-714.000	FICA	4,930	4,845	4,845	4,950
101-100.101-718.000	WORKERS COMPENSATION	135	155	145	150
101-100.101-728.000	OPERATING SUPPLIES	639	500	2,500	1,000
101-100.101-821.000	PROFESSIONAL SERVICES		2,000	1,000	2,000
101-100.101-822.010	EMPLOYEE RECOGNITION	462	2,000	2,000	2,000
101-100.101-825.000	PROFESSIONAL CONFERENCES/DUES	7,953	7,000	7,000	7,000
101-100.101-851.000	COMMUNICATIONS	475	2,000	2,000	2,000
101-100.101-870.000	MILEAGE	81	500	500	500
Totals for dept 100.101 - TOWNSHIP BOARD		76,031	82,300	83,290	84,200
Dept 170.173 - ADMINISTRATIVE SERVICES					
101-170.173-701.000	SALARIES			100,000	
101-170.173-708.000	PCOR FEDERAL FEE		820		
101-170.173-714.000	FICA	1,503	1,500	1,500	1,500
101-170.173-715.000	HEALTH INSURANCE	3,313	10,000	10,000	10,000
101-170.173-715.100	RETIREE HEALTH INS - OPEB	450,136	450,000	450,000	450,000
101-170.173-717.000	PENSION	300,017	200,000	200,000	200,000
101-170.173-724.000	UNEMPLOYMENT COMPENSATION		4,000		
101-170.173-728.000	OPERATING SUPPLIES	17,002	20,000	20,000	20,000
101-170.173-730.000	POSTAGE	30,738	36,000	36,000	38,000
101-170.173-808.000	LEGAL FEES	196,731	150,000	150,000	150,000
101-170.173-808.100	LEGAL FEES - UTC	76,599	85,000	85,000	85,000
101-170.173-808.200	LEGAL FEES - LABOR RELATIONS	51,254	50,000	75,000	50,000
101-170.173-810.000	ADVERTISING	11,967	10,000	10,000	10,000
101-170.173-812.000	INSURANCE	93,238	95,000	109,000	115,000
101-170.173-820.000	CONTRACTUAL SERVICES	11,615	10,000	20,000	20,000
101-170.173-836.000	AMBULANCE BILLING	77,775	85,000	85,000	85,000
101-170.173-920.000	UTILITIES-ELECTRIC/GAS/WATER	234,981	225,000	225,000	225,000
101-170.173-921.000	UTILITIES-TELEPHONE & DATA SERVICES	118,106	160,000	160,000	160,000
101-170.173-921.500	UTILITIES-CELL PHONE REIMB	20,085	20,000	22,000	22,000
101-170.173-922.000	UTILITIES-STREET LIGHTS	374,850	350,000	350,000	375,000
101-170.173-936.000	EQUIPMENT MAINTENANCE	31,170	30,000	38,000	40,000
101-170.173-955.000	MISCELLANEOUS	1			
101-170.173-965.000	Property Taxes	65	100	100	100
Totals for dept 170.173 - ADMINISTRATIVE SERVICES		2,101,890	1,992,420	2,146,600	2,056,600

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Dept 170.191 - ELECTIONS					
101-170.191-701.080	SALARIES - TEMPORARY	29,590	20,000	22,000	36,000
101-170.191-701.120	SALARIES-MAY ELECTION			12,700	
101-170.191-701.130	SALARIES-AUGUST PRIMARY	22,539	25,500	25,500	28,500
101-170.191-701.140	SALARIES-NOVEMBER ELECTION	27,588	25,500	25,500	28,500
101-170.191-701.150	SALARIES-PRESIDENTIAL PRIMARY				28,500
101-170.191-706.000	OVERTIME	8,570	9,600	5,000	5,000
101-170.191-714.000	FICA	2,915	6,175	2,500	10,250
101-170.191-715.000	HEALTH INSURANCE	51			
101-170.191-717.000	PENSION	675	1,700	500	1,000
101-170.191-717.500	VantageCare		195		
101-170.191-728.000	OPERATING SUPPLIES	153	3,000	3,000	4,000
101-170.191-728.001	SUPPLIES - MAY ELECTION			250	
101-170.191-728.002	Supplies-Aug Election	5,663	5,000	5,000	5,000
101-170.191-728.003	Supplies-Nov Election	6,256	5,000	5,000	5,000
101-170.191-728.004	Supplies-Pres Elec				5,000
101-170.191-730.001	Postage- May Election			1,500	
101-170.191-730.002	Postage-Aug Election	2,337	5,000	5,000	9,700
101-170.191-730.003	Postage-Nov Elec	700	7,000	7,000	9,700
101-170.191-730.004	Postage Pres Elec				9,700
101-170.191-733.000	ELEC COSTS-COUNTY		10,000	10,000	15,000
101-170.191-820.000	CONTRACTUAL SERVICES	1,995	3,000	3,000	4,600
101-170.191-825.000	PROFESSIONAL CONFERENCES/DUES	104	1,000	500	1,000
101-170.191-826.000	COMPUTER SERVICES/SUPPLIES	322	5,000	2,000	5,000
101-170.191-870.000	MILEAGE	333	600	600	600
101-170.191-936.000	EQUIPMENT MAINTENANCE		750	750	750
101-170.191-980.000	OFFICE EQUIPMENT & FURNITURE	22,790	500		500
Totals for dept 170.191 - ELECTIONS		132,581	134,520	137,300	213,300
Dept 170.201 - ACCOUNTING					
101-170.201-701.000	SALARIES	244,453	255,500	245,500	336,400
101-170.201-702.000	SICK LEAVE INCENTIVE PAY	883	830	850	850
101-170.201-709.000	ICMA CONTRIBUTION	250	250	250	500
101-170.201-710.000	LONGEVITY	960	1,280	1,280	1,280
101-170.201-714.000	FICA	18,557	19,725	19,800	25,950
101-170.201-715.000	HEALTH INSURANCE	52,284	61,000	61,000	84,450
101-170.201-716.000	LIFE/DISABILITY INSURANCE	1,072	1,400	1,400	1,865
101-170.201-717.000	PENSION	32,560	31,750	31,750	37,200
101-170.201-717.500	VantageCare	3,867	4,650	4,650	6,250
101-170.201-718.000	WORKERS COMPENSATION	663	1,200	750	1,500
101-170.201-728.000	OPERATING SUPPLIES	14,208	12,000	12,000	12,000
101-170.201-730.000	POSTAGE	19,610	23,000	23,000	21,000
101-170.201-807.000	AUDIT	24,685	28,000	30,100	32,000
101-170.201-821.000	PROFESSIONAL SERVICES	4,562	3,500	13,850	5,000
101-170.201-825.000	PROFESSIONAL CONFERENCES/DUES	2,032	3,000	3,000	3,500
101-170.201-870.000	MILEAGE	136	170	100	100
101-170.201-936.000	EQUIPMENT MAINTENANCE	80			
101-170.201-980.000	OFFICE EQUIPMENT & FURNITURE	610	750		750
Totals for dept 170.201 - ACCOUNTING		421,472	448,005	449,280	570,595

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Dept 170.209 - ASSESSING					
101-170.209-701.000	SALARIES	156,726	159,000	159,400	162,700
101-170.209-701.080	SALARIES - TEMPORARY	18,435	6,600	6,000	6,600
101-170.209-704.000	BOARD OF REVIEW	2,496	3,245	2,300	3,245
101-170.209-706.000	OVERTIME	120		100	
101-170.209-709.000	ICMA CONTRIBUTION	500	500	500	500
101-170.209-710.000	LONGEVITY	2,643	640	640	640
101-170.209-714.000	FICA	13,574	13,000	13,000	13,290
101-170.209-715.000	HEALTH INSURANCE	25,323	55,600	55,600	49,450
101-170.209-715.010	FLEXIBLE BENEFIT	2,625			
101-170.209-716.000	LIFE/DISABILITY INSURANCE	742	935	935	960
101-170.209-717.000	PENSION	15,528	16,500	16,500	16,500
101-170.209-717.500	VantageCare	2,552	3,150	3,150	3,190
101-170.209-718.000	WORKERS COMPENSATION	888	1,275	1,275	1,220
101-170.209-725.000	TEMPORARY HELP	567			
101-170.209-728.000	OPERATING SUPPLIES	5,058	5,000	5,000	5,000
101-170.209-819.000	TRAINING	355	1,850	1,850	1,850
101-170.209-820.000	CONTRACTUAL SERVICES	72,392	73,000	73,000	75,200
101-170.209-821.000	PROFESSIONAL SERVICES	198	28,500	28,500	22,500
101-170.209-825.000	PROFESSIONAL CONFERENCES/DUES	537	530	530	600
101-170.209-826.000	COMPUTER SERVICES/SUPPLIES		300	300	
101-170.209-870.000	MILEAGE	65	300	300	300
101-170.209-942.000	EQUIPMENT RENTAL	3,750			
101-170.209-980.000	OFFICE EQUIPMENT & FURNITURE		600	400	
Totals for dept 170.209 - ASSESSING		325,074	370,525	369,280	363,745
Dept 170.215 - CLERK					
101-170.215-701.000	SALARIES	191,971	201,200	201,200	211,700
101-170.215-706.000	OVERTIME	1,606	1,000	1,000	1,000
101-170.215-709.000	ICMA CONTRIBUTION	500	500	500	500
101-170.215-714.000	FICA	14,676	15,500	15,500	16,350
101-170.215-715.000	HEALTH INSURANCE	32,367	37,400	37,400	37,650
101-170.215-716.000	LIFE/DISABILITY INSURANCE	941	1,200	1,200	1,210
101-170.215-717.000	PENSION	18,769	20,750	20,750	19,500
101-170.215-717.500	VantageCare	3,195	4,000	4,000	4,100
101-170.215-718.000	WORKERS COMPENSATION	612	920	700	900
101-170.215-728.000	OPERATING SUPPLIES	230	1,000	750	1,000
101-170.215-750.000	PUBLICATIONS	562	450	450	500
101-170.215-820.000	CONTRACTUAL SERVICES	3,259	3,000	3,000	3,000
101-170.215-825.000	PROFESSIONAL CONFERENCES/DUES	2,854	3,000	3,000	3,000
101-170.215-826.000	COMPUTER SERVICES/SUPPLIES	552	1,500	600	1,000
101-170.215-870.000	MILEAGE	272	500	300	500
101-170.215-880.000	COMMUNITY PROMOTION	55			
101-170.215-980.000	OFFICE EQUIPMENT & FURNITURE	471	500	500	500
Totals for dept 170.215 - CLERK		272,892	292,420	290,850	302,410

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Dept 170.226 - ADMIN & HUMAN RESOURCES					
101-170.226-701.000	SALARIES	332,078	350,000	350,000	382,000
101-170.226-702.000	SICK LEAVE INCENTIVE PAY	1,155	1,220	1,220	8,665
101-170.226-706.000	OVERTIME	1,116	500	500	500
101-170.226-709.000	ICMA CONTRIBUTION	2,513	2,600	2,700	2,700
101-170.226-710.000	LONGEVITY	434	1,280	1,280	1,280
101-170.226-714.000	FICA	26,485	27,150	27,150	28,400
101-170.226-715.000	HEALTH INSURANCE	41,497	45,000	42,000	44,600
101-170.226-715.010	FLEXIBLE BENEFIT	9,000	9,000	9,000	9,000
101-170.226-716.000	LIFE/DISABILITY INSURANCE	2,754	3,000	3,000	3,110
101-170.226-717.000	PENSION	32,304	35,400	40,100	41,700
101-170.226-717.500	VantageCare	5,529	6,625	6,625	7,000
101-170.226-718.000	WORKERS COMPENSATION	972	1,600	1,000	1,650
101-170.226-723.000	AUTO ALLOWANCE	9,657	9,700	9,700	9,700
101-170.226-728.000	OPERATING SUPPLIES	92		1,000	1,000
101-170.226-809.000	ACTUARIAL SERVICES	23,575	12,000	25,000	25,000
101-170.226-814.000	MEETING EXPENSE	7,083	5,000	2,000	2,000
101-170.226-820.000	CONTRACTUAL SERVICES	18,785	4,000	5,000	5,000
101-170.226-822.010	EMPLOYEE RECOGNITION	2,035	2,500	2,500	2,500
101-170.226-822.020	INTERVIEW/HIRING EXPENSES	2,808	4,000	4,000	4,000
101-170.226-825.000	PROFESSIONAL CONFERENCES/DUES	9,472	11,500	11,500	12,000
101-170.226-835.000	PHYSICALS	21,700	25,000	25,000	26,000
101-170.226-835.010	EMPLOYEE WELLNESS PROGRAM	320	5,000	5,000	22,500
101-170.226-870.000	MILEAGE		150	150	150
101-170.226-942.000	EQUIPMENT RENTAL	1,500	4,255	4,255	4,500
Totals for dept 170.226 - ADMIN & HUMAN RESOURCES		552,864	566,480	579,680	644,955
Dept 170.230 - INFORMATION TECHNOLOGY					
101-170.230-701.000	SALARIES	207,068	220,150	220,150	209,200
101-170.230-702.000	SICK LEAVE INCENTIVE PAY	1,799	1,800	1,800	1,950
101-170.230-706.000	OVERTIME	56		650	
101-170.230-709.000	ICMA CONTRIBUTION	500	850	850	600
101-170.230-710.000	LONGEVITY	1,280	1,280	1,280	1,280
101-170.230-714.000	FICA	15,989	17,100	17,100	16,300
101-170.230-715.000	HEALTH INSURANCE	47,147	55,750	55,750	36,000
101-170.230-715.010	FLEXIBLE BENEFIT	750	1,800	1,800	1,800
101-170.230-716.000	LIFE/DISABILITY INSURANCE	1,180	1,290	1,290	1,230
101-170.230-717.000	PENSION	17,388	21,525	21,525	20,550
101-170.230-717.500	VantageCare	3,417	4,310	4,310	4,100
101-170.230-718.000	WORKERS COMPENSATION	740	1,010	800	940
101-170.230-727.000	LICENSES	120			
101-170.230-728.000	OPERATING SUPPLIES		100	600	100
101-170.230-819.000	TRAINING	2,446	5,000	2,000	7,500
101-170.230-820.000	CONTRACTUAL SERVICES	4,597	7,500	54,000	70,000
101-170.230-821.000	PROFESSIONAL SERVICES	19,289	12,500	12,500	22,000
101-170.230-825.000	PROFESSIONAL CONFERENCES/DUES		1,000	1,000	1,000
101-170.230-826.000	COMPUTER SERVICES/SUPPLIES	21,734	14,000	12,500	13,000
101-170.230-826.010	Existing Software License Agreements	154,876	178,500	178,500	192,000
101-170.230-826.020	Existing Hardware Licenses	5,084	10,000	8,000	8,000
101-170.230-826.030	DATA SERVICES		40,000	350	
Totals for dept 170.230 - INFORMATION TECHNOLOGY		505,460	595,465	596,755	607,550

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Dept 170.253 - TREASURER					
101-170.253-701.000	SALARIES	153,920	156,200	156,200	159,900
101-170.253-702.000	SICK LEAVE INCENTIVE PAY	1,041	980	980	1,000
101-170.253-706.000	OVERTIME	1,511	1,500	1,500	1,500
101-170.253-709.000	ICMA CONTRIBUTION	500	500	500	500
101-170.253-710.000	LONGEVITY	1,280	1,280	1,280	1,280
101-170.253-714.000	FICA	11,919	12,215	12,215	12,600
101-170.253-715.000	HEALTH INSURANCE	41,905	42,900	36,000	39,000
101-170.253-715.010	FLEXIBLE BENEFIT	375			
101-170.253-716.000	LIFE/DISABILITY INSURANCE	737	1,000	1,000	950
101-170.253-717.000	PENSION	19,458	18,525	18,525	16,300
101-170.253-717.500	VantageCare	2,580	3,100	3,100	3,175
101-170.253-718.000	WORKERS COMPENSATION	420	575	575	575
101-170.253-728.000	OPERATING SUPPLIES	254	100	150	100
101-170.253-730.000	POSTAGE	15,342	10,300	10,300	11,000
101-170.253-750.000	PUBLICATIONS	228	350		
101-170.253-808.000	LEGAL FEES		275		275
101-170.253-825.000	PROFESSIONAL CONFERENCES/DUES	1,847	3,500	3,500	3,500
101-170.253-870.000	MILEAGE	92	500	500	500
101-170.253-900.000	PRINTING/PUBLISHING	5,749	5,900	5,900	6,200
101-170.253-955.000	MISCELLANEOUS	260	400	600	400
101-170.253-980.000	OFFICE EQUIPMENT & FURNITURE	1,011	500	500	500
Totals for dept 170.253 - TREASURER		260,429	260,600	253,325	259,255
Dept 170.260 - WATERSHED MANAGEMENT					
101-170.260-820.000	CONTRACTUAL SERVICES	16,296	32,300	32,300	40,000
101-170.260-842.000	DRAINS AT LARGE	68,112	80,000	29,800	80,000
101-170.260-842.500	CHAPTER 20 DRAINS	37,103	70,000	23,250	70,000
101-170.260-843.500	SPECIAL PROJECT DRAINS - PRINCIPAL	271,034	271,035	271,035	240,410
101-170.260-843.501	SPECIAL PROJECT DRAINS - INTEREST	81,861	72,865	72,865	63,860
Totals for dept 170.260 - WATERSHED MANAGEMENT		474,406	526,200	429,250	494,270
Dept 170.268 - BUILDING MAINTENANCE					
101-170.268-701.000	SALARIES	62,843	64,500	64,500	65,200
101-170.268-702.000	SICK LEAVE INCENTIVE PAY	74	220	220	220
101-170.268-706.000	OVERTIME	737	1,500	1,500	1,500
101-170.268-709.000	ICMA CONTRIBUTION	288	290	290	290
101-170.268-710.000	LONGEVITY	1,424	1,475	860	
101-170.268-714.000	FICA	5,155	5,200	5,200	5,300
101-170.268-715.000	HEALTH INSURANCE	9,595	9,600	9,600	21,400
101-170.268-716.000	LIFE/DISABILITY INSURANCE	291	380	380	385
101-170.268-717.000	PENSION	19,430	7,800	7,800	8,500
101-170.268-717.500	VantageCare	183	220	220	220
101-170.268-718.000	WORKERS COMPENSATION	1,507	2,560	2,560	2,600
101-170.268-727.000	LICENSES	1,586	1,550	1,550	6,200
101-170.268-728.000	OPERATING SUPPLIES	10,159	11,500	11,500	12,000
101-170.268-760.000	UNIFORMS	162	275	275	275
101-170.268-761.000	CLOTHING ALLOWANCE	804	750	750	750
101-170.268-819.000	TRAINING	235	750	750	1,500
101-170.268-820.000	CONTRACTUAL SERVICES	196,022	200,000	235,000	304,000
101-170.268-825.000	PROFESSIONAL CONFERENCES/DUES		300	300	1,000
101-170.268-827.000	RADIO MAINTENANCE	172	130		
101-170.268-828.000	SOLID WASTE CONTAINER SERVICES	7,686	8,500	8,500	12,000
101-170.268-930.000	BUILDING REPAIRS	22,022	62,800	62,800	75,000
101-170.268-937.000	BUILDING MAINTENANCE	44,329	45,000	45,000	45,000
101-170.268-942.000	EQUIPMENT RENTAL	5,025	13,270	13,270	14,250
101-170.268-979.000	MACHINERY AND EQUIPMENT		450	450	450
Totals for dept 170.268 - BUILDING MAINTENANCE		389,729	439,020	473,275	578,040

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Dept 170.269 - Grounds Maintenance					
101-170.269-701.000	SALARIES	63,358	63,900	63,900	65,150
101-170.269-701.080	SALARIES - TEMPORARY	3,455	12,000	12,000	12,000
101-170.269-702.000	SICK LEAVE INCENTIVE PAY	74	220	220	215
101-170.269-706.000	OVERTIME	4,196	7,000	7,000	7,000
101-170.269-709.000	ICMA CONTRIBUTION	288	620	620	620
101-170.269-710.000	LONGEVITY	464	1,500	1,500	1,475
101-170.269-714.000	FICA	5,636	6,650	6,650	6,710
101-170.269-715.000	HEALTH INSURANCE	21,917	22,500	22,500	22,700
101-170.269-716.000	LIFE/DISABILITY INSURANCE	289	380	380	385
101-170.269-717.000	PENSION	19,007	8,000	8,000	8,625
101-170.269-717.500	VantageCare	1,112	1,300	1,300	1,300
101-170.269-718.000	WORKERS COMPENSATION	1,385	2,375	2,375	2,340
101-170.269-727.000	LICENSES	2,011	2,000	2,000	6,700
101-170.269-728.000	OPERATING SUPPLIES	10,504	10,000	10,000	11,000
101-170.269-760.000	UNIFORMS	410	400	400	400
101-170.269-761.000	CLOTHING ALLOWANCE	804	750	750	750
101-170.269-819.000	TRAINING	430	500	500	1,500
101-170.269-820.000	CONTRACTUAL SERVICES	12,045	15,000	15,000	25,000
101-170.269-825.000	PROFESSIONAL CONFERENCES/DUES	218	500	500	1,000
101-170.269-827.000	RADIO MAINTENANCE	75	100	100	100
101-170.269-934.000	GROUPS MAINTENANCE	2,275	7,500	7,500	18,000
101-170.269-936.000	EQUIPMENT MAINTENANCE	48	650	650	650
101-170.269-942.000	EQUIPMENT RENTAL	48,000	52,795	52,795	68,500
101-170.269-979.000	MACHINERY AND EQUIPMENT	1,060	1,500	1,500	7,500
Totals for dept 170.269 - Grounds Maintenance		199,061	218,140	218,140	269,620
Dept 170.276 - CEMETERY					
101-170.276-701.000	SALARIES	10,863	11,000	11,000	11,250
101-170.276-701.080	SALARIES - TEMPORARY	14,493	13,200	13,200	13,200
101-170.276-702.000	SICK LEAVE INCENTIVE PAY	74	210		
101-170.276-706.000	OVERTIME	663	800	800	800
101-170.276-709.000	ICMA CONTRIBUTION	38	40	40	40
101-170.276-710.000	LONGEVITY	144	200	200	200
101-170.276-714.000	FICA	1,981	1,950	1,950	2,000
101-170.276-715.000	HEALTH INSURANCE	2,281	2,300	2,300	2,300
101-170.276-716.000	LIFE/DISABILITY INSURANCE	54	65	65	70
101-170.276-717.000	PENSION	13,333	1,700	1,700	1,700
101-170.276-717.500	VantageCare	183	235	235	240
101-170.276-718.000	WORKERS COMPENSATION	278	500	500	500
101-170.276-728.000	OPERATING SUPPLIES	2,770	3,000	3,000	3,000
101-170.276-760.000	UNIFORMS	41	100	100	100
101-170.276-820.000	CONTRACTUAL SERVICES		800	800	1,200
101-170.276-880.000	COMMUNITY PROMOTION	604	750	750	1,000
101-170.276-920.000	UTILITIES-ELECTRIC/GAS/WATER			300	300
101-170.276-930.000	BUILDING REPAIRS	161	1,000	500	500
101-170.276-942.000	EQUIPMENT RENTAL	9,450	10,360	10,360	12,400
101-170.276-974.000	CONSTRUCTION/IMPROVEMENTS	48,995	23,000	23,000	
101-170.276-979.000	MACHINERY AND EQUIPMENT		7,000	7,000	
101-170.276-980.000	OFFICE EQUIPMENT & FURNITURE	1,020			
Totals for dept 170.276 - CEMETERY		107,426	78,210	77,800	50,800
Dept 170.277 - RECYCLING CENTER					
101-170.277-701.000	SALARIES	31,376	31,900	31,900	33,500
101-170.277-706.000	OVERTIME			150	150
101-170.277-710.000	LONGEVITY	1,280		320	640
101-170.277-714.000	FICA	2,475	2,450	2,450	2,610
101-170.277-715.000	HEALTH INSURANCE	14,689	15,100	15,100	15,250
101-170.277-716.000	LIFE/DISABILITY INSURANCE	152	200	200	200

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
101-170.277-717.000	PENSION	2,646	3,125	3,125	3,300
101-170.277-717.500	VantageCare	522	650	650	660
101-170.277-718.000	WORKERS COMPENSATION	195	290	290	280
101-170.277-728.000	OPERATING SUPPLIES			50	50
101-170.277-820.000	CONTRACTUAL SERVICES	24,000	24,000	24,000	24,000
101-170.277-870.000	MILEAGE	14	175		
101-170.277-880.000	COMMUNITY PROMOTION	2,607	2,000	2,000	2,000
101-170.277-888.000	RECYCLING		100		
101-170.277-888.500	RECYCLING-SPECIAL PROJECTS	7,883	10,000	10,000	15,000
Totals for dept 170.277 - RECYCLING CENTER		87,839	89,990	90,235	97,640

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Dept 300.301 - POLICE					
101-300.301-701.000	SALARIES	2,450,946	2,602,000	2,500,000	2,615,000
101-300.301-701.040	SALARIES-RECORD DIVISION	187,836	190,000	190,000	193,800
101-300.301-701.050	SALARIES-CROSSING GUARDS	27,992	29,000	29,000	29,000
101-300.301-701.170	SALARIES-CADETS	80,729	100,000	92,000	95,000
101-300.301-702.000	SICK LEAVE INCENTIVE PAY	20,763	17,200	17,200	17,250
101-300.301-702.010	HOLIDAY PAYOUT	75,335	99,250	80,000	83,100
101-300.301-706.000	OVERTIME	80,577	90,000	90,000	92,000
101-300.301-706.010	OVERTIME-COURT HEARINGS	8,210	10,000	10,000	10,000
101-300.301-706.030	OVERTIME-RECORDS DIVISION	570	700	500	1,000
101-300.301-706.040	OVERTIME-SCHOOL SECURITY	18,627	15,000	15,000	17,000
101-300.301-706.050	OVERTIME-CANINE UNIT	618	1,000	4,000	4,200
101-300.301-706.060	OVERTIME-TRAINING	14,064	17,000	17,000	17,000
101-300.301-706.070	OVERTIME-HOLIDAY	35,185	30,000	35,000	36,000
101-300.301-706.300	OVERTIME-GRANT	(4,826)			
101-300.301-709.000	ICMA CONTRIBUTION	250	500		
101-300.301-710.000	LONGEVITY	32,557	30,000	30,000	26,600
101-300.301-714.000	FICA	236,447	248,000	248,000	238,000
101-300.301-715.000	HEALTH INSURANCE	487,530	506,000	450,000	450,000
101-300.301-715.010	FLEXIBLE BENEFIT	64,125	75,000	95,000	94,500
101-300.301-716.000	LIFE/DISABILITY INSURANCE	12,644	16,000	15,500	15,500
101-300.301-717.000	PENSION	1,607,405	1,728,900	1,728,900	1,778,000
101-300.301-717.500	VantageCare	3,817	5,400	3,500	3,500
101-300.301-718.000	WORKERS COMPENSATION	52,024	84,400	60,000	78,900
101-300.301-720.000	PHYSICAL FITNESS AWARDS	7,600	8,000	8,000	8,000
101-300.301-727.000	LICENSES	14,500			
101-300.301-728.000	OPERATING SUPPLIES	15,424	18,000	18,000	18,000
101-300.301-728.020	OPERATING SUPPLIES-BREATHALYZE	245	500	500	500
101-300.301-728.040	OPERATING SUPPLIES-CANINE UNIT	2,672	2,500	1,250	1,250
101-300.301-728.050	OPERATING SUPPLIES-CRIME PREV.	2,994	3,000	3,000	3,000
101-300.301-728.070	OPERATING SUPPLIES-DARE PROG.	3,000	3,000	3,000	3,000
101-300.301-728.140	OPERATING SUPPLIES-WATCH SIGNS		500		
101-300.301-728.300	Operating Costs - Spec Resp Team	2,227	2,500	2,500	2,500
101-300.301-739.000	AMMUNITION	13,703	16,000	16,000	16,000
101-300.301-750.000	PUBLICATIONS	100	500	500	500
101-300.301-760.000	UNIFORMS	20,389	27,000	27,000	28,000
101-300.301-761.000	CLOTHING ALLOWANCE	2,665	3,500	3,500	3,500
101-300.301-762.000	UNIFORM CLEANING	10,987	12,500	12,500	12,500
101-300.301-764.000	SHOES AND BOOTS	1,989	4,500	4,500	4,500
101-300.301-808.000	LEGAL FEES	13,948			
101-300.301-811.000	ACCREDITATION STUDY		2,700		
101-300.301-820.000	CONTRACTUAL SERVICES	31,164		4,700	
101-300.301-820.035	TOWING SERVICES	1,841	1,500	1,500	1,500
101-300.301-820.040	911 OPERATION	13,845	14,500	14,500	15,000
101-300.301-820.060	PRINTING CONTRACT	3,454	5,000	5,000	5,000
101-300.301-820.065	Record Shredding and Storage	185	400	200	400
101-300.301-825.000	PROFESSIONAL CONFERENCES/DUES	2,997	5,500	5,500	5,500
101-300.301-826.000	COMPUTER SERVICES/SUPPLIES				10,500
101-300.301-827.000	RADIO MAINTENANCE	10,601	15,000	15,000	15,000
101-300.301-831.000	TRAINING	18,702	19,000	19,000	28,000
101-300.301-851.000	COMMUNICATIONS	1,490	1,600	1,600	500
101-300.301-870.000	MILEAGE	172	1,200	500	1,200
101-300.301-936.000	EQUIPMENT MAINTENANCE	528	3,000	1,000	3,000
101-300.301-942.000	EQUIPMENT RENTAL	321,000	292,460	292,460	301,470
101-300.301-956.060	BICYCLE PATROL FUND*	493	400	400	400
101-300.301-979.000	MACHINERY AND EQUIPMENT	15,990	14,895	14,895	33,350
Totals for dept 300.301 - POLICE		6,028,330	6,374,505	6,187,105	6,417,420

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Dept 300.336 - FIRE DEPARTMENT					
101-300.336-701.000	SALARIES	2,149,625	2,150,000	2,150,000	2,340,000
101-300.336-701.060	SALARIES-PART TIME FIREFIGHTRS	14,334	50,000	30,000	50,000
101-300.336-701.070	SALARIES-ACTING PAY	20,408	30,000	20,000	21,000
101-300.336-702.000	SICK LEAVE INCENTIVE PAY	10,483	12,800	12,800	15,690
101-300.336-702.010	HOLIDAY PAYOUT	84,012	94,000	94,000	97,900
101-300.336-706.000	OVERTIME	80,527	60,000	112,000	85,000
101-300.336-706.060	OVERTIME-TRAINING	5,951	25,000	20,000	20,000
101-300.336-709.000	ICMA CONTRIBUTION			250	250
101-300.336-710.000	LONGEVITY	26,498	28,800	28,800	28,800
101-300.336-714.000	FICA	186,749	203,100	203,100	211,200
101-300.336-715.000	HEALTH INSURANCE	472,409	480,000	450,000	515,250
101-300.336-715.010	FLEXIBLE BENEFIT	50,625	45,000	45,000	45,000
101-300.336-716.000	LIFE/DISABILITY INSURANCE	10,151	13,650	13,650	14,250
101-300.336-717.000	PENSION	1,928,733	2,027,250	2,000,000	1,916,400
101-300.336-717.500	VantageCare	1,439	2,750	2,750	2,900
101-300.336-718.000	WORKERS COMPENSATION	64,523	110,500	75,000	100,000
101-300.336-720.000	PHYSICAL FITNESS AWARDS	16,500	17,000	17,000	17,000
101-300.336-721.000	FOOD ALLOWANCE	19,128	19,200	18,600	19,200
101-300.336-723.000	AUTO ALLOWANCE	4,029		7,200	7,200
101-300.336-726.000	SPECIAL EQUIPMENT	14,102	25,000	25,000	30,000
101-300.336-728.000	OPERATING SUPPLIES	13,875	12,500	12,500	12,500
101-300.336-728.090	OPERATING SUPPLIES-AMBULANCE	71,643	80,000	80,000	80,000
101-300.336-732.000	HAZMAT	6,455	5,100	5,100	8,000
101-300.336-750.000	PUBLICATIONS	787	1,200	1,200	1,200
101-300.336-760.000	UNIFORMS	9,837	10,000	10,000	11,000
101-300.336-762.000	UNIFORM CLEANING	3,302	4,000	4,000	3,000
101-300.336-764.000	SHOES AND BOOTS	6,250	5,950	5,950	6,125
101-300.336-820.000	CONTRACTUAL SERVICES	72,167	15,000	25,000	26,100
101-300.336-823.000	EMERGENCY MEDICAL TRAINING	4,345	5,000	5,000	5,000
101-300.336-825.000	PROFESSIONAL CONFERENCES/DUES	2,458	2,500	2,500	2,500
101-300.336-827.000	RADIO MAINTENANCE	13,644	15,000	15,000	13,860
101-300.336-831.000	TRAINING	15,486	18,000	18,000	18,000
101-300.336-851.000	COMMUNICATIONS		500	500	500
101-300.336-870.000	MILEAGE	38			
101-300.336-880.000	COMMUNITY PROMOTION	4,959	5,000	5,000	4,000
101-300.336-936.000	EQUIPMENT MAINTENANCE	8,390	10,000	10,000	10,000
101-300.336-942.000	EQUIPMENT RENTAL	318,000	242,905	242,905	280,000
101-300.336-979.000	MACHINERY AND EQUIPMENT	57,833	35,000	35,000	35,000
101-300.336-980.000	OFFICE EQUIPMENT & FURNITURE		500	500	500
Totals for dept 300.336 - FIRE DEPARTMENT		5,769,695	5,862,205	5,803,305	6,054,325

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Dept 300.371 - DEV. - BUILDING DIVISION					
101-300.371-701.000	SALARIES	344,949	377,000	377,000	401,000
101-300.371-701.080	SALARIES - TEMPORARY	3,928	6,000	4,000	6,000
101-300.371-702.000	SICK LEAVE INCENTIVE PAY	1,617	1,500	1,500	1,400
101-300.371-706.000	OVERTIME	42			
101-300.371-709.000	ICMA CONTRIBUTION	313	820	600	815
101-300.371-710.000	LONGEVITY	3,269	3,200	3,200	4,160
101-300.371-714.000	FICA	27,501	29,700	29,700	30,500
101-300.371-715.000	HEALTH INSURANCE	36,558	41,000	37,000	38,800
101-300.371-715.010	FLEXIBLE BENEFIT	8,250	4,500	9,000	9,000
101-300.371-716.000	LIFE/DISABILITY INSURANCE	1,185	1,780	1,780	2,275
101-300.371-717.000	PENSION	20,251	27,250	27,250	35,200
101-300.371-717.500	VantageCare	4,261	5,950	5,965	7,575
101-300.371-718.000	WORKERS COMPENSATION	2,000	3,200	2,500	3,100
101-300.371-728.000	OPERATING SUPPLIES	821	1,000	1,000	1,000
101-300.371-750.000	PUBLICATIONS		500	500	500
101-300.371-820.000	CONTRACTUAL SERVICES			6,000	
101-300.371-825.000	PROFESSIONAL CONFERENCES/DUES	2,331	3,000	3,000	3,000
101-300.371-827.000	RADIO MAINTENANCE	25	100	5	5
101-300.371-870.000	MILEAGE	137	100	100	100
101-300.371-942.000	EQUIPMENT RENTAL	18,000	23,670	23,670	39,600
Totals for dept 300.371 - DEV. - BUILDING DIVISION		475,438	530,270	533,770	584,030
Dept 300.400 - DEV. - PLANNING/ADMIN.					
101-300.400-701.000	SALARIES	362,619	379,000	382,700	435,000
101-300.400-701.080	SALARIES - TEMPORARY	8,472	6,000	3,000	6,000
101-300.400-701.090	SALARIES-APPOINTED OFFICIALS	4,566	10,000	10,000	10,000
101-300.400-702.000	SICK LEAVE INCENTIVE PAY	2,004	1,550		
101-300.400-706.000	OVERTIME	5,587	3,300	6,000	6,000
101-300.400-709.000	ICMA CONTRIBUTION	688	1,450	1,450	1,450
101-300.400-710.000	LONGEVITY	1,920	1,600	1,600	1,920
101-300.400-714.000	FICA	29,295	30,850	32,000	32,350
101-300.400-715.000	HEALTH INSURANCE	75,032	65,500	56,000	57,400
101-300.400-715.010	FLEXIBLE BENEFIT	3,000	4,500	9,000	9,000
101-300.400-716.000	LIFE/DISABILITY INSURANCE	1,711	2,300	2,300	2,350
101-300.400-717.000	PENSION	25,683	35,200	35,200	39,000
101-300.400-717.500	VantageCare	5,889	7,450	7,450	7,800
101-300.400-718.000	WORKERS COMPENSATION	2,254	3,525	3,000	3,400
101-300.400-728.000	OPERATING SUPPLIES	1,169	1,250	1,200	1,250
101-300.400-750.000	PUBLICATIONS	1,485	1,000	500	1,000
101-300.400-821.000	PROFESSIONAL SERVICES	2,315	20,000	20,000	20,000
101-300.400-825.000	PROFESSIONAL CONFERENCES/DUES	4,065	5,000	5,000	6,000
101-300.400-827.000	RADIO MAINTENANCE	41	100		
101-300.400-870.000	MILEAGE	385	300	1,500	2,000
101-300.400-880.000	COMMUNITY PROMOTION	133	750		
101-300.400-942.000	EQUIPMENT RENTAL	3,375	5,735	5,735	7,900
Totals for dept 300.400 - DEV. - PLANNING/ADMIN.		541,688	586,360	583,635	649,820
Dept 440.446 - STREET & HIGHWAYS					
101-440.446-701.000	SALARIES				75,600
101-440.446-714.000	FICA				6,050
101-440.446-715.000	HEALTH INSURANCE				8,500
101-440.446-716.000	LIFE/DISABILITY INSURANCE				115
101-440.446-717.000	PENSION				7,700
101-440.446-717.500	VantageCare				1,500
101-440.446-728.000	OPERATING SUPPLIES				5,000
101-440.446-819.000	TRAINING				1,200
101-440.446-821.000	PROFESSIONAL SERVICES				15,000
101-440.446-825.000	PROFESSIONAL CONFERENCES/DUES				500

08/26/2019

BUDGET REPORT FOR MERIDIAN TWP

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Totals for dept 440.446 - STREET & HIGHWAYS					121,165

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Dept 600.749 - HUMAN SERVICES					
101-600.749-701.000	SALARIES	40,469	41,200	41,200	42,050
101-600.749-701.090	SALARIES-APPOINTED OFFICIALS	1,005	1,200	1,200	1,200
101-600.749-710.000	LONGEVITY	320	320	320	320
101-600.749-714.000	FICA	3,308	3,300	3,300	3,330
101-600.749-715.000	HEALTH INSURANCE	3,656	3,400	3,400	3,600
101-600.749-715.010	FLEXIBLE BENEFIT	4,500	4,500	4,500	4,500
101-600.749-716.000	LIFE/DISABILITY INSURANCE	179	245	245	250
101-600.749-717.000	PENSION	3,456	4,050	4,050	4,150
101-600.749-717.500	VantageCare	685	810	810	825
101-600.749-718.000	WORKERS COMPENSATION	251	400	260	350
Totals for dept 600.749 - HUMAN SERVICES		57,829	59,425	59,285	60,575
Dept 728.500 - MERIDIAN REDEVELOPMENT					
101-728.500-821.000	PROFESSIONAL SERVICES		130,000	700,000	
Totals for dept 728.500 - MERIDIAN REDEVELOPMENT			130,000	700,000	
Dept 750.752 - PARK COMMISSION					
101-750.752-701.090	SALARIES-APPOINTED OFFICIALS	3,060	4,000	3,500	3,500
101-750.752-714.000	FICA	234	300	270	270
101-750.752-718.000	WORKERS COMPENSATION	7	10	10	10
101-750.752-728.000	OPERATING SUPPLIES	790	1,500		
101-750.752-825.000	PROFESSIONAL CONFERENCES/DUES	1,415	1,800	1,600	1,600
Totals for dept 750.752 - PARK COMMISSION		5,506	7,610	5,380	5,380
Dept 750.753 - PARKS AND RECREATION ADMIN.					
101-750.753-701.000	SALARIES	68,671	70,700	72,000	75,000
101-750.753-701.080	SALARIES - TEMPORARY	8,045	12,300	12,300	10,440
101-750.753-702.000	SICK LEAVE INCENTIVE PAY	1,944	2,250	2,250	1,445
101-750.753-706.000	OVERTIME		1,200	1,200	1,200
101-750.753-709.000	ICMA CONTRIBUTION	125	125	125	125
101-750.753-710.000	LONGEVITY	1,280	1,280	1,280	1,280
101-750.753-714.000	FICA	6,082	6,400	6,400	7,100
101-750.753-715.000	HEALTH INSURANCE	11,751	13,000	13,000	10,700
101-750.753-715.010	FLEXIBLE BENEFIT	2,250	2,250	2,250	2,250
101-750.753-716.000	LIFE/DISABILITY INSURANCE	335	450	450	450
101-750.753-717.000	PENSION	7,778	10,450	10,450	10,250
101-750.753-717.500	VantageCare	1,153	1,400	1,400	1,475
101-750.753-718.000	WORKERS COMPENSATION	534	830	830	930
101-750.753-728.000	OPERATING SUPPLIES	2,400	4,000	4,000	3,500
101-750.753-825.000	PROFESSIONAL CONFERENCES/DUES	689	1,500	2,780	1,500
101-750.753-870.000	MILEAGE		250		
101-750.753-880.000	COMMUNITY PROMOTION	4,729	14,900	2,000	5,400
101-750.753-942.000	EQUIPMENT RENTAL	2,625			
Totals for dept 750.753 - PARKS AND RECREATION ADMIN.		120,391	143,285	132,715	133,045

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Dept 750.754 - Recreation					
101-750.754-701.000	SALARIES	97,869	108,600	108,600	112,300
101-750.754-701.080	SALARIES - TEMPORARY	19,697	19,800	19,800	19,800
101-750.754-702.000	SICK LEAVE INCENTIVE PAY	757	900	900	550
101-750.754-706.000	OVERTIME	6,351	3,000	6,000	5,000
101-750.754-709.000	ICMA CONTRIBUTION	500	500	500	500
101-750.754-710.000	LONGEVITY	1,280	1,280	1,280	1,600
101-750.754-714.000	FICA	9,779	10,250	10,250	10,650
101-750.754-715.000	HEALTH INSURANCE	11,015	10,600	10,600	9,200
101-750.754-715.010	FLEXIBLE BENEFIT	4,500	4,500	4,500	4,500
101-750.754-716.000	LIFE/DISABILITY INSURANCE	487	640	640	675
101-750.754-717.000	PENSION	8,866	10,940	10,940	10,950
101-750.754-717.500	VantageCare	1,662	2,150	2,150	2,250
101-750.754-718.000	WORKERS COMPENSATION	2,248	3,950	3,950	3,975
101-750.754-825.000	PROFESSIONAL CONFERENCES/DUES	2,328	2,900	2,900	2,900
101-750.754-870.000	MILEAGE		200	500	500
101-750.754-882.500	Recreation Program Expenses	12,250	11,000	11,000	12,000
101-750.754-882.501	Sporties for Shorties	1,844	900	900	1,400
101-750.754-882.507	ADULT SPORTS	4,153	6,000	6,000	6,000
101-750.754-882.601	Oaks Soccer	14,253	15,000	15,000	15,000
101-750.754-882.602	Oaks Football	1,569	1,700	1,700	1,700
101-750.754-882.801	HYRA Basketball	9,093	9,500	9,500	9,500
101-750.754-882.802	HYRA Baseball/Softball	1,080	1,100	1,100	1,100
101-750.754-882.803	HYRA Flag Football	1,416	1,300	1,300	1,300
101-750.754-882.804	HYRA Soccer	2,759	2,400	2,400	2,400
101-750.754-882.805	HYRA - Misc.	4,657	11,000	11,000	11,000
101-750.754-882.910	YOUTH BASEBALL/SOFTBALL	20,865	21,000	21,000	21,000
101-750.754-882.950	WILLIAMSTON REC EXPENDITURES	10,181	25,000	11,000	10,000
101-750.754-955.000	MISCELLANEOUS	15,316	14,500	14,500	14,500
Totals for dept 750.754 - Recreation		266,775	300,610	289,910	292,250
Dept 750.758 - Park Maintenance					
101-750.758-701.000	SALARIES	55,739	70,900	65,700	77,600
101-750.758-701.080	SALARIES - TEMPORARY	11,428	13,200	13,200	13,200
101-750.758-702.000	SICK LEAVE INCENTIVE PAY	74	220	220	220
101-750.758-706.000	OVERTIME	4,447	4,000	4,000	4,000
101-750.758-709.000	ICMA CONTRIBUTION	413	420	420	420
101-750.758-710.000	LONGEVITY	784	790	790	835
101-750.758-714.000	FICA	6,708	7,000	7,000	7,500
101-750.758-715.000	HEALTH INSURANCE	15,465	25,000	25,000	26,400
101-750.758-716.000	LIFE/DISABILITY INSURANCE	336	420	420	460
101-750.758-717.000	PENSION	21,785	9,000	9,000	6,500
101-750.758-717.500	VantageCare	990	1,400	1,400	1,550
101-750.758-718.000	WORKERS COMPENSATION	1,475	2,520	2,520	2,650
101-750.758-723.000	AUTO ALLOWANCE	13,279	13,200	13,200	13,200
101-750.758-727.000	LICENSES	2,057	1,200	1,200	2,175
101-750.758-728.000	OPERATING SUPPLIES	15,065	26,000	26,000	26,000
101-750.758-760.000	UNIFORMS	313	650	650	650
101-750.758-761.000	CLOTHING ALLOWANCE	804	975	975	975
101-750.758-820.000	CONTRACTUAL SERVICES	7,259	8,000	8,000	38,000
101-750.758-825.000	PROFESSIONAL CONFERENCES/DUES	650	1,000	500	1,000
101-750.758-827.000	RADIO MAINTENANCE	728	650	675	700
101-750.758-934.000	GROUPS MAINTENANCE		10,000	10,000	10,000
101-750.758-936.000	EQUIPMENT MAINTENANCE	348	500	500	750
101-750.758-942.000	EQUIPMENT RENTAL	36,750	52,795	52,795	58,500
101-750.758-979.000	MACHINERY AND EQUIPMENT	120	1,000	1,000	6,000
Totals for dept 750.758 - Park Maintenance		197,017	250,840	245,165	299,285
Dept 750.759 - Park Development					

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
101-750.759-974.000	CONSTRUCTION/IMPROVEMENTS	7,545	400,000	400,000	
Totals for dept 750.759 - Park Development		7,545	400,000	400,000	
Dept 750.775 - COMMUNITY ACTIVITIES					
101-750.775-880.000	COMMUNITY PROMOTION	720	20,000	20,000	10,000
101-750.775-883.000	MEALS ON WHEELS		4,000	4,000	4,000
101-750.775-886.000	COMMUNITY BAND	1,700	1,700	1,700	1,700
101-750.775-889.000	LAKE LANSING CLEAN UP	10,000	10,000	10,000	10,000
Totals for dept 750.775 - COMMUNITY ACTIVITIES		12,420	35,700	35,700	25,700
Dept 750.806 - CABLE TV					
101-750.806-701.000	SALARIES				156,800
101-750.806-706.000	OVERTIME				2,000
101-750.806-709.000	ICMA CONTRIBUTION				250
101-750.806-710.000	LONGEVITY				960
101-750.806-714.000	FICA				12,240
101-750.806-715.000	HEALTH INSURANCE				4,600
101-750.806-715.010	FLEXIBLE BENEFIT				13,500
101-750.806-716.000	LIFE/DISABILITY INSURANCE				940
101-750.806-717.000	PENSION				15,900
101-750.806-717.500	VantageCare				3,150
101-750.806-718.000	WORKERS COMPENSATION				785
101-750.806-728.000	OPERATING SUPPLIES				500
101-750.806-750.000	PUBLICATIONS				4,000
101-750.806-820.000	CONTRACTUAL SERVICES				91,900
101-750.806-825.000	PROFESSIONAL CONFERENCES/DUES				685
101-750.806-870.000	MILEAGE				100
101-750.806-880.000	COMMUNITY PROMOTION				1,000
101-750.806-890.000	Special Events				3,000
101-750.806-936.000	EQUIPMENT MAINTENANCE				500
101-750.806-955.000	MISCELLANEOUS				500
101-750.806-980.010	VIDEO PRODUCTION EQUIPMENT				1,200
Totals for dept 750.806 - CABLE TV					314,510
Dept 850.882 - ASSOCIATIONS AND AUTHORITIES					
101-850.882-825.010	CONVENTION/VISITORS BUREAU	3,675	3,700	3,675	3,700
101-850.882-825.020	TRI-COUNTY REGIONAL PLANNING	21,307	21,000	21,500	22,000
101-850.882-825.060	MICHIGAN TOWNSHIPS ASSOCIATION	6,536	6,700	6,820	6,900
101-850.882-825.080	MICHIGAN MUNICIPAL LEAGUE	8,188	8,300	8,370	8,500
101-850.882-825.095	LEAP INC	15,000	15,000	15,000	15,000
Totals for dept 850.882 - ASSOCIATIONS AND AUTHORITIES		54,706	54,700	55,365	56,100
Dept 900.901 - CAPITAL OUTLAY					
101-900.901-821.000	PROFESSIONAL SERVICES		150,000	150,000	
101-900.901-974.000	CONSTRUCTION/IMPROVEMENTS	184,105	130,000	120,000	2,325,000
101-900.901-980.015	New Computer Workstations	3,657	6,400	6,200	5,500
101-900.901-980.020	HARDWARE	81,859	55,000	51,000	60,000
101-900.901-980.030	Computer Upgrades	1,457			
101-900.901-980.040	Network Upgrades	248	43,000	43,000	86,500
101-900.901-980.050	Server Upgrades		16,000	12,000	8,000
101-900.901-980.070	Mobile Data Units	27,798		390	15,000
101-900.901-980.080	PHONE SYSTEMS	79,967	12,500	11,500	
Totals for dept 900.901 - CAPITAL OUTLAY		379,091	412,900	394,090	2,500,000
Dept 965.966 - OPERATING TRANSFERS OUT					
101-965.966-999.008	TRANSFER-OUT TO LOCAL ROADS FUND	550,000	400,000	400,000	250,000
101-965.966-999.009	TRANSFER OUT TO MP FOR POLICE & FIRE	290,000	210,000	210,000	250,000
Totals for dept 965.966 - OPERATING TRANSFERS OUT		840,000	610,000	610,000	500,000

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
TOTAL APPROPRIATIONS		20,663,585	21,852,705	22,230,485	24,606,585
NET OF REVENUES/APPROPRIATIONS - FUND 101		1,104,055	(591,660)	(239,525)	(1,702,230)
BEGINNING FUND BALANCE		6,857,233	7,961,288	7,961,300	7,721,775
ENDING FUND BALANCE		7,961,288	7,369,628	7,721,775	6,019,545

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 203 - LOCAL ROADS					
ESTIMATED REVENUES					
Dept 000.000					
203-000.000-402.000	CURRENT PROPERTY TAXES	416,914	424,200	433,300	
203-000.000-412.000	DELINQUENT PROPERTY TAXES	580	200	200	
203-000.000-576.000	OTHER INTRGOVTL REVENUE		172,500		172,500
203-000.000-665.000	INTEREST	10,040	1,000	8,000	5,000
203-000.000-696.000	OTHR FINANCING SRCE-BOND PROCEEDS				11,600,000
203-000.000-699.000	OPERATING TRANSFER IN	550,000	400,000	400,000	250,000
Totals for dept 000.000 -		977,534	997,900	841,500	12,027,500
TOTAL ESTIMATED REVENUES		977,534	997,900	841,500	12,027,500
APPROPRIATIONS					
Dept 000.000					
203-000.000-821.000	PROFESSIONAL SERVICES	15,288	25,000	35,000	
203-000.000-974.000	CONSTRUCTION/IMPROVEMENTS	170,656	1,000,000	827,500	3,500,000
Totals for dept 000.000 -		185,944	1,025,000	862,500	3,500,000
TOTAL APPROPRIATIONS		185,944	1,025,000	862,500	3,500,000
NET OF REVENUES/APPROPRIATIONS - FUND 203		791,590	(27,100)	(21,000)	8,527,500
BEGINNING FUND BALANCE		89,297	880,887	880,887	859,887
ENDING FUND BALANCE		880,887	853,787	859,887	9,387,387

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 204 - PEDESTRIAN BIKEPATH MILLAGE					
ESTIMATED REVENUES					
Dept 000.000					
204-000.000-403.000	BIKE PATH COLLECTIONS	557,539	567,200	579,500	599,000
204-000.000-412.000	DELINQUENT PROPERTY TAXES	774	200	250	200
204-000.000-576.000	OTHER INTRGOVTL REVENUE	267,500	1,577,250	1,577,250	2,350,000
204-000.000-611.000	PYMENT IN LIEU OF CONSTRUCTION	21,620			
204-000.000-665.000	INTEREST	18,501	5,000	20,000	10,000
204-000.000-676.000	REIMBURSEMENTS	30		1,500	
Totals for dept 000.000 -		865,964	2,149,650	2,178,500	2,959,200
TOTAL ESTIMATED REVENUES		865,964	2,149,650	2,178,500	2,959,200
APPROPRIATIONS					
Dept 440.450 - PEDESTRIAN BIKEPATH					
204-440.450-701.000	SALARIES	8,263	24,000	13,700	24,230
204-440.450-706.000	OVERTIME			200	500
204-440.450-709.000	ICMA CONTRIBUTION	125	125	125	125
204-440.450-710.000	LONGEVITY	640	640	640	640
204-440.450-714.000	FICA	674	1,900	1,000	1,925
204-440.450-715.000	HEALTH INSURANCE	3,691	3,650	3,650	3,700
204-440.450-716.000	LIFE/DISABILITY INSURANCE	122	150	150	145
204-440.450-717.000	PENSION	772	6,150	3,100	3,450
204-440.450-717.500	VantageCare	148	460	430	465
204-440.450-718.000	WORKERS COMPENSATION	495	750	750	740
204-440.450-727.000	LICENSES	3,993	5,000	5,000	5,000
204-440.450-728.000	OPERATING SUPPLIES	875	1,500	1,500	1,500
204-440.450-820.000	CONTRACTUAL SERVICES	41,378	40,000	40,000	40,000
204-440.450-950.000	Vehicle Charges	56,000	93,790	93,790	95,000
204-440.450-957.000	ADMINISTRATIVE	40,000	40,000	40,000	40,000
204-440.450-974.000	CONSTRUCTION/IMPROVEMENTS	363,502	1,342,250	1,342,250	2,700,000
Totals for dept 440.450 - PEDESTRIAN BIKEPATH		520,678	1,560,365	1,546,285	2,917,420
TOTAL APPROPRIATIONS		520,678	1,560,365	1,546,285	2,917,420
NET OF REVENUES/APPROPRIATIONS - FUND 204		345,286	589,285	632,215	41,780
BEGINNING FUND BALANCE		743,801	1,089,087	1,089,087	1,721,302
ENDING FUND BALANCE		1,089,087	1,678,372	1,721,302	1,763,082

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 205 - CATA Millage					
ESTIMATED REVENUES					
Dept 000.000					
205-000.000-407.000	CATA MILLAGE	333,460	339,300	346,500	
205-000.000-412.000	DELINQUENT PROPERTY TAXES	463	150	150	
205-000.000-665.000	INTEREST	2,272	500	5,000	100
Totals for dept 000.000 -		336,195	339,950	351,650	100
TOTAL ESTIMATED REVENUES		336,195	339,950	351,650	100
APPROPRIATIONS					
Dept 000.000					
205-000.000-813.000	CATA Services	335,000	350,000	350,000	10,000
Totals for dept 000.000 -		335,000	350,000	350,000	10,000
TOTAL APPROPRIATIONS		335,000	350,000	350,000	10,000
NET OF REVENUES/APPROPRIATIONS - FUND 205		1,195	(10,050)	1,650	(9,900)
BEGINNING FUND BALANCE		14,795	15,990	15,991	17,641
ENDING FUND BALANCE		15,990	5,940	17,641	7,741

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 207 - SENIOR CENTER MILLAGE					
ESTIMATED REVENUES					
Dept 000.000					
207-000.000-409.000	Community Services Millage	139,912	142,400	145,300	150,500
207-000.000-412.000	DELINQUENT PROPERTY TAXES	195	100	75	50
207-000.000-665.000	INTEREST	3,937	300	6,000	3,000
Totals for dept 000.000 -		144,044	142,800	151,375	153,550
TOTAL ESTIMATED REVENUES		144,044	142,800	151,375	153,550
APPROPRIATIONS					
Dept 000.000					
207-000.000-701.000	SALARIES	2,225	4,000	2,400	1,000
207-000.000-714.000	FICA	170	250	200	
207-000.000-820.000	CONTRACTUAL SERVICES	49,323	106,000	100,000	117,500
207-000.000-980.000	OFFICE EQUIPMENT & FURNITURE		30,000	30,000	30,000
Totals for dept 000.000 -		51,718	140,250	132,600	148,500
TOTAL APPROPRIATIONS		51,718	140,250	132,600	148,500
NET OF REVENUES/APPROPRIATIONS - FUND 207		92,326	2,550	18,775	5,050
BEGINNING FUND BALANCE		188,990	281,316	281,316	300,091
ENDING FUND BALANCE		281,316	283,866	300,091	305,141

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 208 - PARK MILLAGE					
ESTIMATED REVENUES					
Dept 000.000					
208-000.000-405.030	PARK MILLAGE	1,109,446	1,131,000	1,154,000	1,196,000
208-000.000-412.000	DELINQUENT PROPERTY TAXES	1,551	500	500	250
208-000.000-566.020	CTL PK N PHASE 2 GRANT REVENUE		657,500		
208-000.000-566.030	HARRIS CENTER GRANT REVENUE		150,000		
208-000.000-566.060	N MERIDIAN RD PARK GRANT REV			50,000	
208-000.000-665.000	INTEREST	21,118	5,000	20,000	10,000
208-000.000-667.000	RENTALS	10,168	7,000	8,000	10,000
208-000.000-667.020	HARRIS CENTER	40,815	40,000	40,000	42,000
208-000.000-667.060	DOG PARKS			2,000	2,000
208-000.000-675.150	DONATIONS		1,000		
Totals for dept 000.000 -		1,184,098	1,991,000	1,274,500	1,260,250
TOTAL ESTIMATED REVENUES					
		1,184,098	1,991,000	1,274,500	1,260,250
APPROPRIATIONS					
Dept 750.753 - PARKS AND RECREATION ADMIN.					
208-750.753-701.000	SALARIES	100,739	109,000	109,000	114,100
208-750.753-701.080	SALARIES - TEMPORARY	10,483	7,800	7,800	12,840
208-750.753-702.000	SICK LEAVE INCENTIVE PAY	145	1,360		
208-750.753-706.000	OVERTIME	91	400	1,000	400
208-750.753-709.000	ICMA CONTRIBUTION	250	250	300	300
208-750.753-710.000	LONGEVITY	1,600	1,600	1,600	1,600
208-750.753-714.000	FICA	8,674	9,250	9,500	9,950
208-750.753-715.000	HEALTH INSURANCE	12,860	13,000	13,000	13,100
208-750.753-715.010	FLEXIBLE BENEFIT	4,500	4,500	4,500	4,500
208-750.753-716.000	LIFE/DISABILITY INSURANCE	430	640	640	675
208-750.753-717.000	PENSION	10,878	11,600	11,600	11,700
208-750.753-717.500	VantageCare	1,768	2,130	2,130	2,250
208-750.753-718.000	WORKERS COMPENSATION	1,305	2,175	2,175	2,350
208-750.753-728.000	OPERATING SUPPLIES	356	1,200	1,200	1,200
208-750.753-825.000	PROFESSIONAL CONFERENCES/DUES	659	2,150	2,150	2,050
208-750.753-870.000	MILEAGE	235	300	400	400
208-750.753-880.000	COMMUNITY PROMOTION	1,078	1,500	1,500	1,500
208-750.753-950.000	Vehicle Charges	3,000			
Totals for dept 750.753 - PARKS AND RECREATION ADMIN.		159,051	168,855	168,495	178,915
Dept 750.756 - Harris Nature Center					
208-750.756-701.000	SALARIES	105,812	109,200	109,200	99,000
208-750.756-701.080	SALARIES - TEMPORARY	24,173	23,000	23,000	23,000
208-750.756-702.000	SICK LEAVE INCENTIVE PAY	757	670	200	
208-750.756-706.000	OVERTIME	411	500	2,000	1,000
208-750.756-709.000	ICMA CONTRIBUTION	500	500	500	500
208-750.756-710.000	LONGEVITY	2,011	1,950	1,950	
208-750.756-714.000	FICA	10,327	10,550	10,550	9,500
208-750.756-715.000	HEALTH INSURANCE	9,901	10,000	10,000	16,600
208-750.756-715.010	FLEXIBLE BENEFIT	4,500	4,500	4,500	4,500
208-750.756-716.000	LIFE/DISABILITY INSURANCE	500	660	660	580
208-750.756-717.000	PENSION	9,073	10,900	10,900	9,700
208-750.756-717.500	VantageCare	1,791	2,200	2,200	1,950
208-750.756-718.000	WORKERS COMPENSATION	2,127	3,670	3,570	3,610
208-750.756-728.000	OPERATING SUPPLIES	13,073	13,000	13,000	13,000
208-750.756-820.000	CONTRACTUAL SERVICES	4,442	8,000	8,000	7,000
208-750.756-825.000	PROFESSIONAL CONFERENCES/DUES	609	1,200	1,000	1,000

08/26/2019

BUDGET REPORT FOR MERIDIAN TWP

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
208-750.756-870.000	MILEAGE	1,514	1,500	1,500	1,500
208-750.756-920.000	UTILITIES-ELECTRIC/GAS/WATER	8,374	8,000	8,000	8,000
208-750.756-934.000	GROUNDS MAINTENANCE	413	500	500	500
208-750.756-955.000	MISCELLANEOUS	2,309	1,600	2,400	2,400
Totals for dept 750.756 - Harris Nature Center		202,617	212,100	213,630	203,340

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Dept 750.758 - Park Maintenance					
208-750.758-701.000	SALARIES	125,562	133,700	133,700	141,500
208-750.758-701.080	SALARIES - TEMPORARY	2,340	6,160	6,160	6,160
208-750.758-702.000	SICK LEAVE INCENTIVE PAY	74	215	215	215
208-750.758-706.000	OVERTIME	4,740	6,000	6,000	6,000
208-750.758-709.000	ICMA CONTRIBUTION	537	540	790	790
208-750.758-710.000	LONGEVITY	1,104	1,105	1,105	1,475
208-750.758-714.000	FICA	10,580	11,100	11,100	11,950
208-750.758-715.000	HEALTH INSURANCE	38,577	46,400	46,400	52,850
208-750.758-716.000	LIFE/DISABILITY INSURANCE	451	805	805	855
208-750.758-717.000	PENSION	25,365	15,000	15,000	11,100
208-750.758-717.500	VantageCare	2,198	2,620	2,620	2,775
208-750.758-718.000	WORKERS COMPENSATION	1,982	3,950	3,950	4,100
208-750.758-727.000	LICENSES	4,150	2,000	2,000	2,000
208-750.758-728.000	OPERATING SUPPLIES	22,345	25,000	25,000	30,000
208-750.758-760.000	UNIFORMS	449	1,500	1,500	1,500
208-750.758-761.000	CLOTHING ALLOWANCE	2,143	1,000	1,000	1,000
208-750.758-819.000	TRAINING	402	1,000	1,000	1,000
208-750.758-820.000	CONTRACTUAL SERVICES	4,192	27,000	27,000	35,000
208-750.758-820.020	SEWER CLEANING-SANITARY	290	3,000	2,000	2,000
208-750.758-825.000	PROFESSIONAL CONFERENCES/DUES	687	1,100		1,200
208-750.758-827.000	RADIO MAINTENANCE	160			
208-750.758-920.000	UTILITIES-ELECTRIC/GAS/WATER	10	12,000	100	200
208-750.758-934.000	GROUPS MAINTENANCE				10,000
208-750.758-936.000	EQUIPMENT MAINTENANCE	271			600
208-750.758-950.000	Vehicle Charges	49,000	52,795	52,795	58,500
208-750.758-956.095	DOG PARK EXPENSE				3,000
208-750.758-974.000	CONSTRUCTION/IMPROVEMENTS		650		
208-750.758-979.000	MACHINERY AND EQUIPMENT	137	600	600	6,000
Totals for dept 750.758 - Park Maintenance		297,746	355,240	340,840	391,770
Dept 750.759 - Park Development					
208-750.759-974.000	CONSTRUCTION/IMPROVEMENTS	709,331	1,075,000	1,400,000	500,000
Totals for dept 750.759 - Park Development		709,331	1,075,000	1,400,000	500,000
TOTAL APPROPRIATIONS		1,368,745	1,811,195	2,122,965	1,274,025
NET OF REVENUES/APPROPRIATIONS - FUND 208		(184,647)	179,805	(848,465)	(13,775)
BEGINNING FUND BALANCE		1,208,035	1,023,388	1,023,387	174,922
ENDING FUND BALANCE		1,023,388	1,203,193	174,922	161,147

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 209 - Land Preservation Millage					
ESTIMATED REVENUES					
Dept 000.000					
209-000.000-408.000	Land Preservation Millage	551,991	559,000	573,500	592,000
209-000.000-412.000	DELINQUENT PROPERTY TAXES	766	200	240	200
209-000.000-576.100	STATE GRANT REVENUE	514,374			
209-000.000-665.000	INTEREST	49,131	10,000	50,000	20,000
209-000.000-665.200	Unrealized invest gain/loss	276			
Totals for dept 000.000 -		1,116,538	569,200	623,740	612,200
TOTAL ESTIMATED REVENUES		1,116,538	569,200	623,740	612,200
APPROPRIATIONS					
Dept 000.000					
209-000.000-701.000	SALARIES	61,042	63,700	63,700	65,500
209-000.000-706.000	OVERTIME	366	500	2,000	1,000
209-000.000-709.000	ICMA CONTRIBUTION	125	325	325	325
209-000.000-710.000	LONGEVITY	320	320	320	320
209-000.000-714.000	FICA	4,764	4,960	5,000	5,150
209-000.000-715.000	HEALTH INSURANCE	4,382	4,300	4,300	6,755
209-000.000-715.010	FLEXIBLE BENEFIT	2,250	2,250	2,250	2,250
209-000.000-716.000	LIFE/DISABILITY INSURANCE	158	380	380	400
209-000.000-717.000	PENSION	5,260	8,550	8,600	7,150
209-000.000-717.500	VantageCare	1,031	1,260	1,260	1,310
209-000.000-718.000	WORKERS COMPENSATION	325	575	575	545
209-000.000-728.000	OPERATING SUPPLIES	1,057	5,000	5,000	5,000
209-000.000-808.000	LEGAL FEES	27,228	6,000	10,000	5,000
209-000.000-821.000	PROFESSIONAL SERVICES		40,000	40,000	40,000
209-000.000-825.000	PROFESSIONAL CONFERENCES/DUES	30		1,000	1,000
209-000.000-870.000	MILEAGE	176	300	300	300
209-000.000-934.000	GROUNDS MAINTENANCE	15,940	30,000	38,000	50,000
209-000.000-950.000	Vehicle Charges	7,200			
209-000.000-971.000	LAND ACQUISTION	1,146,424	100,000	100,000	
Totals for dept 000.000 -		1,278,078	268,420	283,010	192,005
TOTAL APPROPRIATIONS		1,278,078	268,420	283,010	192,005
NET OF REVENUES/APPROPRIATIONS - FUND 209		(161,540)	300,780	340,730	420,195
BEGINNING FUND BALANCE		2,993,879	2,832,339	2,832,338	3,173,068
ENDING FUND BALANCE		2,832,339	3,133,119	3,173,068	3,593,263

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 210 - Land Preservation Reserve Fund					
ESTIMATED REVENUES					
Dept 000.000					
210-000.000-665.000	INTEREST	71,792	35,000	70,000	35,000
210-000.000-665.200	Unrealized invest gain/loss	(11,558)			
Totals for dept 000.000 -		60,234	35,000	70,000	35,000
TOTAL ESTIMATED REVENUES		60,234	35,000	70,000	35,000
APPROPRIATIONS					
Dept 000.000					
210-000.000-716.000	LIFE/DISABILITY INSURANCE	50			
Totals for dept 000.000 -		50			
TOTAL APPROPRIATIONS		50			
NET OF REVENUES/APPROPRIATIONS - FUND 210		60,184	35,000	70,000	35,000
BEGINNING FUND BALANCE		3,005,450	3,065,634	3,065,635	3,135,635
ENDING FUND BALANCE		3,065,634	3,100,634	3,135,635	3,170,635

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 211 - PARK RESTRICTED/DESIGNATED					
ESTIMATED REVENUES					
Dept 000.000					
211-000.000-506.000	GRANT REVENUE - LOCAL	75,000	110,000	40,000	
211-000.000-650.500	SPONSOR REVENUE	58,278	59,000	54,300	51,000
211-000.000-665.000	INTEREST	2,735	200	5,000	3,000
211-000.000-667.030	FARM MARKET	41,983	38,000	18,000	18,000
211-000.000-667.035	MARKET VENDOR REV			22,000	22,000
211-000.000-675.100	DONATIONS-HNC	2,161	2,500	3,500	2,000
211-000.000-675.150	DONATIONS	9,645	2,000	150,000	2,000
211-000.000-675.170	DONATIONS-SCHOLARSHIPS	313	300	300	100
Totals for dept 000.000 -		190,115	212,000	293,100	98,100
TOTAL ESTIMATED REVENUES		190,115	212,000	293,100	98,100
APPROPRIATIONS					
Dept 000.000					
211-000.000-701.010	SALARY - FARM MARKET	10,150	14,000	14,000	15,000
211-000.000-714.000	FICA	776	1,080	1,080	1,150
211-000.000-718.000	WORKERS COMPENSATION	68	125	125	125
211-000.000-882.100	RECREATION SCHOLARSHIPS			200	300
211-000.000-882.650	OAKS SPORTS EXP		1,000		
211-000.000-886.600	HNC EXPENDITURES	3,574	2,500	2,500	3,000
211-000.000-892.000	CELEBRATE DOWNTOWN - SPONSORED EXPI	55,957	59,000	59,000	51,000
211-000.000-956.080	FARM MARKET	20,393	100,000	25,000	25,000
211-000.000-975.000	PARK DEVELOPMENT	4,217	110,000	110,000	
Totals for dept 000.000 -		95,135	287,705	211,905	95,575
TOTAL APPROPRIATIONS		95,135	287,705	211,905	95,575
NET OF REVENUES/APPROPRIATIONS - FUND 211		94,980	(75,705)	81,195	2,525
BEGINNING FUND BALANCE		161,266	256,246	256,246	337,441
ENDING FUND BALANCE		256,246	180,541	337,441	339,966

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 213 - NANCY MOORE - PARK BEAUTIFICATION FUND					
ESTIMATED REVENUES					
Dept 000.000					
213-000.000-665.000	INTEREST	167	25	200	
Totals for dept 000.000 -		167	25	200	
TOTAL ESTIMATED REVENUES		167	25	200	
APPROPRIATIONS					
Dept 000.000					
213-000.000-975.050	PARK BEAUTIFICATION	576	12,875	13,141	
Totals for dept 000.000 -		576	12,875	13,141	
TOTAL APPROPRIATIONS		576	12,875	13,141	
NET OF REVENUES/APPROPRIATIONS - FUND 213		(409)	(12,850)	(12,941)	
BEGINNING FUND BALANCE		13,349	12,940	12,941	
ENDING FUND BALANCE		12,940	90		

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 214 - FIRE RESTRICTED/DESIGNATED					
ESTIMATED REVENUES					
Dept 000.000					
214-000.000-506.100	GRANT REVENUE - FEDERAL	32,637			
214-000.000-665.000	INTEREST	135		150	50
214-000.000-675.035	DONATIONS RESTRIC. FF COMMUNITY OUTR	59			
Totals for dept 000.000 -		32,831		150	50
TOTAL ESTIMATED REVENUES		32,831		150	50
APPROPRIATIONS					
Dept 000.000					
214-000.000-956.015	FIREFIGHTERS COMMUNITY OUTREACH EXPI	659		600	
214-000.000-979.500	EQUIPMENT - GRANT FUNDED	31,808			
Totals for dept 000.000 -		32,467		600	
TOTAL APPROPRIATIONS		32,467		600	
NET OF REVENUES/APPROPRIATIONS - FUND 214		364		(450)	50
BEGINNING FUND BALANCE		9,302	9,666	9,667	9,217
ENDING FUND BALANCE		9,666	9,666	9,217	9,267

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 215 - LIBRARY FUND - RESTRICTED					
ESTIMATED REVENUES					
Dept 000.000					
215-000.000-665.000	INTEREST	167		200	50
Totals for dept 000.000 -		167		200	50
TOTAL ESTIMATED REVENUES					
		167		200	50
NET OF REVENUES/APPROPRIATIONS - FUND 215					
BEGINNING FUND BALANCE		13,077	13,244	13,244	13,444
ENDING FUND BALANCE		13,244	13,244	13,444	13,494

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 218 - POLICE RESTRICTED/DESIGNATED					
ESTIMATED REVENUES					
Dept 000.000					
218-000.000-506.100	GRANT REVENUE - FEDERAL		1,500	1,500	8,000
218-000.000-659.000	FORFEITURE REVENUE-75%		5,000	16,350	5,000
218-000.000-659.050	FORFEITURE-25% VICTIMS RIGHTS		1,000		
218-000.000-659.100	FORFEITURE REV-NARCOTICS	30,660	2,500		
218-000.000-665.000	INTEREST	824	100	1,000	500
218-000.000-675.040	DONATIONS - POLICE DESIGNATED		100		
218-000.000-675.045	DONATIONS RESTRICTED KIDS XMAS PARTY	12,593	5,000	5,000	5,000
218-000.000-675.050	POLICE TRAINING PA 302	6,520	7,000	7,000	7,000
Totals for dept 000.000 -		50,597	22,200	30,850	25,500
TOTAL ESTIMATED REVENUES					
		50,597	22,200	30,850	25,500
APPROPRIATIONS					
Dept 000.000					
218-000.000-728.080	OPERATING SUPPLIES-FORFEITURE OMNIBUS		7,500		
218-000.000-728.081	OPERATING SUPPLIES-FORFEITURE NARCOTICS		2,500		
218-000.000-728.082	OPERATING SUPPLIES-VICTIMS RIGHTS		2,500		
218-000.000-760.000	UNIFORMS		1,500	4,000	8,000
218-000.000-880.030	KIDS XMAS PARTY	14,837	5,000	5,000	5,000
218-000.000-956.040	POLICE TRAINING FUND PA 302	7,280	7,000	7,000	7,000
218-000.000-979.081	MACHINERY AND EQUIPMENT NARCOTICS				15,000
Totals for dept 000.000 -		22,117	26,000	16,000	35,000
TOTAL APPROPRIATIONS					
		22,117	26,000	16,000	35,000
NET OF REVENUES/APPROPRIATIONS - FUND 218					
BEGINNING FUND BALANCE		28,480	(3,800)	14,850	(9,500)
ENDING FUND BALANCE		45,005	73,485	73,485	88,335
		73,485	69,685	88,335	78,835

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 230 - CABLE TV					
ESTIMATED REVENUES					
Dept 000.000					
230-000.000-604.000	FRANCHISE FEES - CABLE TV	659,136	620,000	600,000	
230-000.000-604.500	CABLE PEG FEES	168,738	142,000	140,000	
230-000.000-646.000	CABLE MISCELLANEOUS REVENUE	3,716	500	1,200	
230-000.000-650.500	SPONSOR REVENUE			1,600	
230-000.000-665.000	INTEREST	2,318	500	1,500	
230-000.000-675.150	DONATIONS			485	
Totals for dept 000.000 -		833,908	763,000	744,785	
TOTAL ESTIMATED REVENUES		833,908	763,000	744,785	
APPROPRIATIONS					
Dept 750.806 - CABLE TV					
230-750.806-701.000	SALARIES	308,076	305,300	295,000	50,500
230-750.806-701.080	SALARIES - TEMPORARY	38,271	30,000	50,000	
230-750.806-702.000	SICK LEAVE INCENTIVE PAY	2,088	3,050		
230-750.806-706.000	OVERTIME	4,371	2,000	2,000	
230-750.806-709.000	ICMA CONTRIBUTION	750	1,000	750	250
230-750.806-710.000	LONGEVITY	1,600	1,600	1,600	
230-750.806-714.000	FICA	27,612	26,250	26,250	4,050
230-750.806-715.000	HEALTH INSURANCE	45,721	44,800	44,800	20,400
230-750.806-715.010	FLEXIBLE BENEFIT	11,625	9,000	15,000	
230-750.806-716.000	LIFE/DISABILITY INSURANCE	1,153	1,625	1,625	
230-750.806-717.000	PENSION	27,806	28,500	28,500	5,100
230-750.806-717.500	VantageCare	4,649	5,450	5,450	1,010
230-750.806-718.000	WORKERS COMPENSATION	1,351	2,150	2,150	
230-750.806-728.000	OPERATING SUPPLIES	4,401	3,000	2,000	
230-750.806-750.000	PUBLICATIONS	30,594	35,000	24,000	
230-750.806-808.000	LEGAL FEES	29,951	10,000	3,000	
230-750.806-820.000	CONTRACTUAL SERVICES	79,541	85,700	87,000	50,000
230-750.806-825.000	PROFESSIONAL CONFERENCES/DUES	11,784	13,700	13,700	
230-750.806-870.000	MILEAGE	239	500	200	
230-750.806-880.000	COMMUNITY PROMOTION	10,368	17,100	2,000	
230-750.806-890.000	Special Events	959	5,600	2,700	
230-750.806-936.000	EQUIPMENT MAINTENANCE	339	1,000	500	
230-750.806-942.000	EQUIPMENT RENTAL	3,000			
230-750.806-955.000	MISCELLANEOUS	2,941	1,500	1,250	
230-750.806-957.000	ADMINISTRATIVE	120,000	120,000	120,000	
230-750.806-978.000	SOFTWARE	366			
230-750.806-980.000	OFFICE EQUIPMENT & FURNITURE	339	1,500		
230-750.806-980.010	VIDEO PRODUCTION EQUIPMENT	138,661	50,600	15,000	
Totals for dept 750.806 - CABLE TV		908,556	805,925	744,475	131,310
TOTAL APPROPRIATIONS		908,556	805,925	744,475	131,310
NET OF REVENUES/APPROPRIATIONS - FUND 230		(74,648)	(42,925)	310	(131,310)
BEGINNING FUND BALANCE		371,607	296,959	296,958	297,268
ENDING FUND BALANCE		296,959	254,034	297,268	165,958

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 246 - TIRF					
ESTIMATED REVENUES					
Dept 000.000					
246-000.000-665.000	INTEREST	17,971	5,000	15,000	10,000
246-000.000-665.040	INTEREST - SPECIAL ASSESSMENTS	13,534	10,000	13,500	10,000
246-000.000-672.000	SPECIAL ASSESSMENTS	150,443	125,000	150,000	150,000
Totals for dept 000.000 -		181,948	140,000	178,500	170,000
TOTAL ESTIMATED REVENUES		181,948	140,000	178,500	170,000
APPROPRIATIONS					
Dept 000.000					
246-000.000-972.020	LAKE LANSING WATERSHED	70,210	95,000	95,000	95,000
246-000.000-974.000	CONSTRUCTION/IMPROVEMENTS	306,317	25,000	35,000	25,000
Totals for dept 000.000 -		376,527	120,000	130,000	120,000
TOTAL APPROPRIATIONS		376,527	120,000	130,000	120,000
NET OF REVENUES/APPROPRIATIONS - FUND 246		(194,579)	20,000	48,500	50,000
BEGINNING FUND BALANCE		1,150,165	955,586	955,586	1,004,086
ENDING FUND BALANCE		955,586	975,586	1,004,086	1,054,086

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 250 - COMMUNITY NEEDS FUND					
ESTIMATED REVENUES					
Dept 000.000					
250-000.000-665.000	INTEREST	231	25	200	50
250-000.000-675.060	DONATIONS - HRC EMER SERVICES	14,676	7,500	7,500	7,500
250-000.000-675.065	DONATIONS - REDI-RIDE	1,211		1,000	200
250-000.000-675.076	DONATIONS-HOLIDAY BASKETS	200			
Totals for dept 000.000 -		16,318	7,525	8,700	7,750
TOTAL ESTIMATED REVENUES		16,318	7,525	8,700	7,750
APPROPRIATIONS					
Dept 000.000					
250-000.000-728.000	OPERATING SUPPLIES	685			
250-000.000-956.070	EMERGENCY FUND	11,347	11,000	20,000	7,500
250-000.000-956.073	HOLIDAY BASKETS	107			
250-000.000-956.075	REDI-RIDE	1,188		2,000	1,000
Totals for dept 000.000 -		13,327	11,000	22,000	8,500
TOTAL APPROPRIATIONS		13,327	11,000	22,000	8,500
NET OF REVENUES/APPROPRIATIONS - FUND 250					
BEGINNING FUND BALANCE		2,991	(3,475)	(13,300)	(750)
ENDING FUND BALANCE		15,805	18,796	18,796	5,496

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 275 - REVOLVING ENERGY FUND					
ESTIMATED REVENUES					
Dept 000.000					
275-000.000-665.000	INTEREST	698	100	800	200
275-000.000-685.000	ENERGY SAVINGS PAYMENTS	299	50	50	50
Totals for dept 000.000 -		997	150	850	250
TOTAL ESTIMATED REVENUES		997	150	850	250
APPROPRIATIONS					
Dept 000.000					
275-000.000-820.000	CONTRACTUAL SERVICES	235			
Totals for dept 000.000 -		235			
TOTAL APPROPRIATIONS		235			
NET OF REVENUES/APPROPRIATIONS - FUND 275		762	150	850	250
BEGINNING FUND BALANCE		54,395	55,157	55,157	56,007
ENDING FUND BALANCE		55,157	55,307	56,007	56,257

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 277 - LAW ENFORCEMENT GRANTS					
ESTIMATED REVENUES					
Dept 000.000					
277-000.000-506.000	GRANT REVENUE - LOCAL			2,000	
277-000.000-546.200	OHSP-YOUTH ALCOHOL ENFORCEMENT GRA	6,927	6,000		
277-000.000-576.110	OHSP TRAFFIC GRANT REVENUE	11,063	15,000		
277-000.000-665.000	INTEREST	1,039	100	1,000	500
Totals for dept 000.000 -		19,029	21,100	3,000	500
TOTAL ESTIMATED REVENUES		19,029	21,100	3,000	500
APPROPRIATIONS					
Dept 300.301 - POLICE					
277-300.301-706.310	OT-OHSP TRAFFIC GRANT	11,063	15,000		
277-300.301-706.320	OT-YTH ALC GRANT	6,927	6,000		
277-300.301-979.000	MACHINERY AND EQUIPMENT			2,000	
Totals for dept 300.301 - POLICE		17,990	21,000	2,000	
TOTAL APPROPRIATIONS		17,990	21,000	2,000	
NET OF REVENUES/APPROPRIATIONS - FUND 277					
BEGINNING FUND BALANCE		1,039	100	1,000	500
ENDING FUND BALANCE		72,838	73,877	73,877	74,877
		73,877	73,977	74,877	75,377

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GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 310 - ROADS DEBT RETIREMENT FUND					
ESTIMATED REVENUES					
Dept 000.000					
310-000.000-405.090	ROAD DEBT MILLAGE COLLECTION				3,514,000
310-000.000-665.000	INTEREST				30,000
Totals for dept 000.000 -					3,544,000
TOTAL ESTIMATED REVENUES					3,544,000
APPROPRIATIONS					
Dept 000.000					
310-000.000-993.000	PRINCIPAL EXPENSE				3,305,000
310-000.000-995.000	DEBT SERVICE-INTEREST				235,175
Totals for dept 000.000 -					3,540,175
TOTAL APPROPRIATIONS					3,540,175
NET OF REVENUES/APPROPRIATIONS - FUND 310					3,825
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					3,825

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 370 - FIRE STATION DEBT SERVICE					
ESTIMATED REVENUES					
Dept 000.000					
370-000.000-405.070	FIRE STATION MILLAGE COLLECTION	335,096	349,000	349,500	361,500
370-000.000-412.000	DELINQUENT PROPERTY TAXES	470	100	150	100
370-000.000-665.000	INTEREST	3,067	500	5,000	2,000
Totals for dept 000.000 -		338,633	349,600	354,650	363,600
TOTAL ESTIMATED REVENUES		338,633	349,600	354,650	363,600
APPROPRIATIONS					
Dept 000.000					
370-000.000-993.000	PRINCIPAL EXPENSE	220,000	220,000	220,000	225,000
370-000.000-995.000	DEBT SERVICE-INTEREST	54,218	51,470	51,470	48,405
Totals for dept 000.000 -		274,218	271,470	271,470	273,405
TOTAL APPROPRIATIONS		274,218	271,470	271,470	273,405
NET OF REVENUES/APPROPRIATIONS - FUND 370		64,415	78,130	83,180	90,195
BEGINNING FUND BALANCE		141,773	206,188	206,187	289,367
ENDING FUND BALANCE		206,188	284,318	289,367	379,562

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 454 - FIRE STATION CONSTRUCTION FUND					
ESTIMATED REVENUES					
Dept 000.000					
454-000.000-665.000	INTEREST	48			
Totals for dept 000.000 -		48			
TOTAL ESTIMATED REVENUES		48			
APPROPRIATIONS					
Dept 000.000					
454-000.000-821.000	PROFESSIONAL SERVICES	250			
454-000.000-974.000	CONSTRUCTION/IMPROVEMENTS	7,475			
Totals for dept 000.000 -		7,725			
TOTAL APPROPRIATIONS		7,725			
NET OF REVENUES/APPROPRIATIONS - FUND 454		(7,677)			
BEGINNING FUND BALANCE		7,694	17	16	16
ENDING FUND BALANCE		17	17	16	16

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 590 - SEWER FUND					
ESTIMATED REVENUES					
Dept 000.000					
590-000.000-600.000	Capital Contributions	95,560			
590-000.000-625.000	PUBLIC WORKS SERVICES	20,000	20,000	20,000	20,000
590-000.000-630.110	BILLING CHARGES-SEWER	138,894	71,000	85,000	130,000
590-000.000-631.000	SEWER CHARGES	5,239,675	5,612,236	5,612,236	5,800,000
590-000.000-631.010	LIFT STATION FEES	6,852	6,500	6,850	6,900
590-000.000-632.000	WATER AND SEWER PENALTIES	35,090	25,000	32,000	35,000
590-000.000-634.010	SEWER BENEFITS	13,211	10,000	8,000	10,000
590-000.000-635.000	SEWER INSPECTIONS	4,660	5,000	5,000	5,000
590-000.000-636.000	SEWER LICENSES	185	100	150	150
590-000.000-640.000	CONNECTION FEES	150,181	150,000	125,000	150,000
590-000.000-641.000	ENGINEERING FEES	1,526	3,000	2,000	2,000
590-000.000-641.010	Inspection Charges	15,256	20,000	15,000	15,000
590-000.000-665.000	INTEREST	302	400	8,000	5,000
590-000.000-671.000	MISCELLANEOUS	475	200	1,500	500
590-000.000-693.000	GAIN ON SALE OF FIXED ASSETS	3,824			
Totals for dept 000.000 -		5,725,691	5,923,436	5,920,736	6,179,550
TOTAL ESTIMATED REVENUES		5,725,691	5,923,436	5,920,736	6,179,550
APPROPRIATIONS					
Dept 000.000					
590-000.000-717.600	PENSION EXPENSE - GASB 68	(132,054)			
Totals for dept 000.000 -		(132,054)			
Dept 440.441 - WATER/SEWER ADMINISTRATION					
590-440.441-701.000	SALARIES	75,133	76,000	78,600	79,000
590-440.441-709.000	ICMA CONTRIBUTION	250	250	250	250
590-440.441-710.000	LONGEVITY	640	640	640	800
590-440.441-714.000	FICA	5,954	6,050	6,050	6,150
590-440.441-715.000	HEALTH INSURANCE	14,056	13,800	13,800	13,900
590-440.441-716.000	LIFE/DISABILITY INSURANCE	423	450	450	460
590-440.441-717.000	PENSION	8,375	8,450	8,450	8,300
590-440.441-717.500	VantageCare	1,262	1,500	1,500	1,525
590-440.441-718.000	WORKERS COMPENSATION	957	625	625	575
590-440.441-723.000	AUTO ALLOWANCE	4,225	4,200	4,200	4,200
590-440.441-807.000	AUDIT	7,900	6,500	6,500	7,000
590-440.441-819.000	TRAINING	102	750	750	750
590-440.441-820.000	CONTRACTUAL SERVICES			2,000	5,000
590-440.441-825.000	PROFESSIONAL CONFERENCES/DUES	195	800	800	1,000
590-440.441-950.000	Vehicle Charges	2,800			
590-440.441-955.000	MISCELLANEOUS	22,134	20,000	20,000	10,000
590-440.441-957.000	ADMINISTRATIVE	525,000	525,000	525,000	525,000
590-440.441-968.000	DEPRECIATION	203,772			
Totals for dept 440.441 - WATER/SEWER ADMINISTRATION		873,178	665,015	669,615	663,910

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Dept 440.447 - ENGINEERING					
590-440.447-701.000	SALARIES	184,384	195,100	195,100	180,000
590-440.447-702.000	SICK LEAVE INCENTIVE PAY	369	1,400	1,400	720
590-440.447-706.000	OVERTIME	10	1,250	1,250	1,250
590-440.447-709.000	ICMA CONTRIBUTION	375	250	325	325
590-440.447-710.000	LONGEVITY	1,600	1,600	1,600	1,760
590-440.447-714.000	FICA	14,290	15,300	15,300	13,600
590-440.447-715.000	HEALTH INSURANCE	24,952	26,500	26,500	27,250
590-440.447-715.010	FLEXIBLE BENEFIT	2,813	2,250	4,650	3,600
590-440.447-716.000	LIFE/DISABILITY INSURANCE	541	775	775	710
590-440.447-717.000	PENSION	15,964	18,650	18,650	16,500
590-440.447-717.500	VantageCare	2,729	3,420	3,420	3,250
590-440.447-718.000	WORKERS COMPENSATION	962	1,560	1,560	1,310
590-440.447-727.000	LICENSES		2,000	2,000	2,000
590-440.447-728.000	OPERATING SUPPLIES	498	1,000	500	500
590-440.447-819.000	TRAINING	264	1,000	1,000	1,000
590-440.447-821.000	PROFESSIONAL SERVICES	43,866	35,000	35,000	35,000
590-440.447-825.000	PROFESSIONAL CONFERENCES/DUES	417	500	500	500
590-440.447-950.000	Vehicle Charges	22,000	13,565	13,565	14,750
Totals for dept 440.447 - ENGINEERING		316,034	321,120	323,095	304,025
Dept 440.527 - SEWAGE TREATMENT					
590-440.527-820.000	CONTRACTUAL SERVICES	2,650,678	3,300,000	3,300,000	3,500,000
Totals for dept 440.527 - SEWAGE TREATMENT		2,650,678	3,300,000	3,300,000	3,500,000
Dept 440.538 - SEWER MAINTENANCE					
590-440.538-701.000	SALARIES	218,710	225,400	225,400	227,650
590-440.538-701.080	SALARIES - TEMPORARY		5,000	5,000	5,500
590-440.538-706.000	OVERTIME	12,445	10,000	10,000	10,000
590-440.538-709.000	ICMA CONTRIBUTION	1,250	1,250	1,250	1,250
590-440.538-710.000	LONGEVITY	640	640	640	1,280
590-440.538-714.000	FICA	18,469	18,750	18,750	19,650
590-440.538-715.000	HEALTH INSURANCE	68,661	71,200	71,200	73,400
590-440.538-715.010	FLEXIBLE BENEFIT	4,500	4,500	1,900	
590-440.538-716.000	LIFE/DISABILITY INSURANCE	998	1,290	1,290	1,350
590-440.538-717.000	PENSION	25,298	21,500	21,500	28,700
590-440.538-717.500	VantageCare	3,808	4,300	4,300	4,350
590-440.538-718.000	WORKERS COMPENSATION	3,413	4,975	3,000	4,820
590-440.538-727.000	LICENSES	11,004	15,000	11,100	35,000
590-440.538-728.000	OPERATING SUPPLIES	8,329	10,000	10,000	10,000
590-440.538-760.000	UNIFORMS	825	1,500	1,500	1,500
590-440.538-761.000	CLOTHING ALLOWANCE	4,018	3,815	3,815	3,815
590-440.538-806.000	CLAIM REIMBURSEMENT		2,000		2,000
590-440.538-819.000	TRAINING	3,857	6,000	6,000	6,000
590-440.538-820.000	CONTRACTUAL SERVICES	64,313	65,000	65,000	68,000
590-440.538-820.020	SEWER CLEANING-SANITARY	35	1,000	1,000	1,000
590-440.538-820.030	SEWER CLEANING-STORM		1,000	1,000	1,000
590-440.538-825.000	PROFESSIONAL CONFERENCES/DUES	118	1,200	500	1,200
590-440.538-827.000	RADIO MAINTENANCE	5,603	7,400	5,000	7,400
590-440.538-920.000	UTILITIES-ELECTRIC/GAS/WATER	89,338	85,000	85,000	85,000
590-440.538-921.000	UTILITIES-TELEPHONE & DATA SERVICES	873	1,200	1,200	1,200
590-440.538-931.000	LIFT STATION REPAIRS	20,203	80,000	80,000	130,000
590-440.538-932.000	SEWER LINE REPAIRS	7,473	50,000	50,000	50,000
590-440.538-936.000	EQUIPMENT MAINTENANCE	4,761	7,000	7,000	7,000
590-440.538-950.000	Vehicle Charges	112,000	102,165	102,165	101,300
590-440.538-968.000	DEPRECIATION	677,433			
590-440.538-979.000	MACHINERY AND EQUIPMENT	6,154	26,500	26,500	26,000
Totals for dept 440.538 - SEWER MAINTENANCE		1,374,529	834,585	821,010	915,365

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GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Dept 900.901 - CAPITAL OUTLAY					
590-900.901-974.000	CONSTRUCTION/IMPROVEMENTS		540,000	540,000	500,000
Totals for dept 900.901 - CAPITAL OUTLAY			540,000	540,000	500,000
Dept 905.906 - DEBT SERVICE					
590-905.906-995.000	DEBT SERVICE-INTEREST	210,182	162,710	264,450	253,500
Totals for dept 905.906 - DEBT SERVICE		210,182	162,710	264,450	253,500
TOTAL APPROPRIATIONS		5,292,547	5,823,430	5,918,170	6,136,800
NET OF REVENUES/APPROPRIATIONS - FUND 590		433,144	100,006	2,566	42,750
BEGINNING FUND BALANCE		23,376,855	23,809,999	23,810,001	23,812,567
ENDING FUND BALANCE		23,809,999	23,910,005	23,812,567	23,855,317

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 591 - WATER FUND					
ESTIMATED REVENUES					
Dept 000.000					
591-000.000-600.000	Capital Contributions	430,199			
591-000.000-625.000	PUBLIC WORKS SERVICES	20,000	20,000	20,000	
591-000.000-630.000	WATER SALES	5,390,770	5,605,009	5,605,009	5,850,000
591-000.000-630.100	BILLING CHARGES	138,811	125,000	125,000	138,000
591-000.000-632.000	WATER AND SEWER PENALTIES	32,183	30,000	30,000	30,000
591-000.000-633.000	CUSTOMER INSTALLATION	83,976	50,000	70,000	70,000
591-000.000-634.000	WATER BENEFITS	162,606	20,000	20,000	20,000
591-000.000-635.100	Water inspection	5,620	5,000	5,000	5,000
591-000.000-640.000	CONNECTION FEES	151,592	120,000	120,000	120,000
591-000.000-641.000	ENGINEERING FEES	1,526	3,000	3,000	3,000
591-000.000-641.010	Inspection Charges	15,256	20,000	20,000	20,000
591-000.000-665.000	INTEREST	262	200	10,000	25,000
591-000.000-667.100	RENTAL INCOME-ANTENNAS	26,135	26,000	27,000	27,000
591-000.000-671.000	MISCELLANEOUS	15,102	6,000	10,000	10,000
591-000.000-671.001	MISC-POOL FILL	296	200	200	200
591-000.000-671.002	Misc-Construction meters	5,937	3,000	12,500	15,000
591-000.000-692.000	GAIN FROM JOINT VENTURE	337,706			
591-000.000-693.000	GAIN ON SALE OF FIXED ASSETS	3,824			
Totals for dept 000.000 -		6,821,801	6,033,409	6,077,709	6,333,200
TOTAL ESTIMATED REVENUES		6,821,801	6,033,409	6,077,709	6,333,200
APPROPRIATIONS					
Dept 000.000					
591-000.000-717.600	PENSION EXPENSE - GASB 68	(200,361)			
Totals for dept 000.000 -		(200,361)			
Dept 440.441 - WATER/SEWER ADMINISTRATION					
591-440.441-701.000	SALARIES	75,587	76,000	78,250	78,500
591-440.441-709.000	ICMA CONTRIBUTION	250	250	250	250
591-440.441-710.000	LONGEVITY	640	640	640	800
591-440.441-714.000	FICA	5,989	6,020	6,020	6,150
591-440.441-715.000	HEALTH INSURANCE	14,106	14,500	14,500	13,900
591-440.441-716.000	LIFE/DISABILITY INSURANCE	423	450	450	460
591-440.441-717.000	PENSION	8,364	8,450	8,450	8,300
591-440.441-717.500	VantageCare	1,276	1,500	1,500	1,525
591-440.441-718.000	WORKERS COMPENSATION	1,544	1,200	1,200	575
591-440.441-723.000	AUTO ALLOWANCE	4,225	4,200	4,200	4,200
591-440.441-728.000	OPERATING SUPPLIES	133		100	100
591-440.441-807.000	AUDIT	7,900	6,500	6,500	7,000
591-440.441-819.000	TRAINING	190	200	200	200
591-440.441-820.000	CONTRACTUAL SERVICES			2,000	5,000
591-440.441-825.000	PROFESSIONAL CONFERENCES/DUES	28,972	37,000	37,000	37,000
591-440.441-950.000	Vehicle Charges	2,800			
591-440.441-955.000	MISCELLANEOUS	22,421	20,000	20,000	20,000
591-440.441-957.000	ADMINISTRATIVE	525,016	525,000	525,000	525,000
591-440.441-968.000	DEPRECIATION	718,934			
Totals for dept 440.441 - WATER/SEWER ADMINISTRATION		1,418,770	701,910	706,260	708,960
Dept 440.447 - ENGINEERING					
591-440.447-701.000	SALARIES	164,678	180,350	180,350	175,000
591-440.447-702.000	SICK LEAVE INCENTIVE PAY	1,636	945	945	750
591-440.447-706.000	OVERTIME		2,500	1,250	1,250

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
591-440.447-709.000	ICMA CONTRIBUTION	125	200	325	325
591-440.447-710.000	LONGEVITY	1,600	1,600	1,600	1,760
591-440.447-714.000	FICA	12,858	14,100	14,100	13,575
591-440.447-715.000	HEALTH INSURANCE	25,846	26,500	26,000	27,300
591-440.447-715.010	FLEXIBLE BENEFIT	2,812	2,250	4,650	3,600
591-440.447-716.000	LIFE/DISABILITY INSURANCE	528	720	720	710
591-440.447-717.000	PENSION	15,883	18,650	18,650	17,600
591-440.447-717.500	VantageCare	2,729	3,235	3,235	3,250
591-440.447-718.000	WORKERS COMPENSATION	1,004	1,460	1,460	1,310
591-440.447-727.000	LICENSES		1,800	1,800	1,800
591-440.447-728.000	OPERATING SUPPLIES	2,296	1,000	1,000	1,000
591-440.447-819.000	TRAINING	291	500	500	500
591-440.447-821.000	PROFESSIONAL SERVICES	6,032	6,100	200	500
591-440.447-825.000	PROFESSIONAL CONFERENCES/DUES	593	600	600	600
591-440.447-950.000	Vehicle Charges	24,000	13,565	13,565	14,750
Totals for dept 440.447 - ENGINEERING		262,911	276,075	270,950	265,580

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Dept 440.528 - WATER SUPPLY					
591-440.528-812.000	INSURANCE		2,400	2,400	2,400
591-440.528-820.000	CONTRACTUAL SERVICES	3,091,081	3,100,000	3,240,000	3,250,000
Totals for dept 440.528 - WATER SUPPLY		3,091,081	3,102,400	3,242,400	3,252,400
Dept 440.537 - WATER MAINTENANCE					
591-440.537-701.000	SALARIES	361,263	364,000	371,600	373,200
591-440.537-701.080	SALARIES - TEMPORARY		5,000	5,000	5,000
591-440.537-706.000	OVERTIME	25,396	24,000	24,000	24,000
591-440.537-709.000	ICMA CONTRIBUTION	2,000	2,000	2,000	2,000
591-440.537-710.000	LONGEVITY	4,480	5,120	5,245	4,800
591-440.537-714.000	FICA	30,203	31,520	31,520	32,650
591-440.537-715.000	HEALTH INSURANCE	136,626	136,000	136,000	118,900
591-440.537-715.010	FLEXIBLE BENEFIT			2,625	4,500
591-440.537-716.000	LIFE/DISABILITY INSURANCE	1,678	2,150	2,150	2,200
591-440.537-717.000	PENSION	44,382	45,000	45,000	49,500
591-440.537-717.500	VantageCare	6,214	7,150	7,150	7,320
591-440.537-718.000	WORKERS COMPENSATION	9,310	14,400	14,400	15,650
591-440.537-727.000	LICENSES	14,484	25,000	25,000	50,000
591-440.537-728.000	OPERATING SUPPLIES	72,014	75,000	75,000	95,000
591-440.537-760.000	UNIFORMS	1,318	2,400	2,400	2,400
591-440.537-761.000	CLOTHING ALLOWANCE	6,991	6,000	6,000	6,000
591-440.537-806.000	CLAIM REIMBURSEMENT	16,409			
591-440.537-819.000	TRAINING	3,625	4,800	4,800	4,800
591-440.537-820.000	CONTRACTUAL SERVICES	90,147	110,000	110,000	125,000
591-440.537-825.000	PROFESSIONAL CONFERENCES/DUES	1,052	2,500	2,500	2,500
591-440.537-827.000	RADIO MAINTENANCE	4,168	4,000	4,000	4,000
591-440.537-920.000	UTILITIES-ELECTRIC/GAS/WATER	4,373	5,000	7,000	7,000
591-440.537-921.000	UTILITIES-TELEPHONE & DATA SERVICES	873	1,000	1,000	1,000
591-440.537-936.000	EQUIPMENT MAINTENANCE	1,559	2,000	2,000	2,000
591-440.537-950.000	Vehicle Charges	125,000	179,065	179,065	178,900
591-440.537-972.000	CUSTOMER INSTALLATION - WATER	3,288	200,000	200,000	300,000
591-440.537-979.000	MACHINERY AND EQUIPMENT	10,892	15,000	27,100	27,000
Totals for dept 440.537 - WATER MAINTENANCE		977,745	1,268,105	1,292,555	1,445,320
Dept 900.901 - CAPITAL OUTLAY					
591-900.901-974.000	CONSTRUCTION/IMPROVEMENTS	40,555	500,000	500,000	515,000
Totals for dept 900.901 - CAPITAL OUTLAY		40,555	500,000	500,000	515,000
Dept 905.906 - DEBT SERVICE					
591-905.906-992.110	WATER PLANT RENOVATION				150,000
Totals for dept 905.906 - DEBT SERVICE					150,000
TOTAL APPROPRIATIONS		5,590,701	5,848,490	6,012,165	6,337,260
NET OF REVENUES/APPROPRIATIONS - FUND 591					
BEGINNING FUND BALANCE		1,231,100	184,919	65,544	(4,060)
ENDING FUND BALANCE		27,460,494	28,691,594	28,691,594	28,757,138
		28,691,594	28,876,513	28,757,138	28,753,078

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 661 - MOTOR POOL					
ESTIMATED REVENUES					
Dept 000.000					
661-000.000-665.000	INTEREST	9,963	1,000	15,000	5,000
661-000.000-667.000	RENTALS	1,174,275	1,153,190	1,153,190	1,250,320
661-000.000-667.500	RENTALS - PUBLIC SAFETY VEHICLES	290,000	210,000	210,000	250,000
661-000.000-673.000	VEHICLE SALES		5,000	5,000	5,000
661-000.000-693.000	GAIN/LOSS ON SALE OF FIXED ASSETS	15,659			
661-000.000-697.000	INSURANCE RECOVERIES	3,630		15,950	
Totals for dept 000.000 -		1,493,527	1,369,190	1,399,140	1,510,320
TOTAL ESTIMATED REVENUES		1,493,527	1,369,190	1,399,140	1,510,320
APPROPRIATIONS					
Dept 000.000					
661-000.000-701.000	SALARIES	128,109	130,000	135,000	130,800
661-000.000-702.000	SICK LEAVE INCENTIVE PAY	1,129	355	1,150	1,150
661-000.000-706.000	OVERTIME	3,052	3,000	3,000	3,000
661-000.000-709.000	ICMA CONTRIBUTION	563	570	570	570
661-000.000-710.000	LONGEVITY	240	240	240	640
661-000.000-714.000	FICA	10,480	10,000	10,000	10,770
661-000.000-715.000	HEALTH INSURANCE	25,260	23,000	23,000	20,850
661-000.000-715.010	FLEXIBLE BENEFIT	4,500	4,500	4,500	4,500
661-000.000-716.000	LIFE/DISABILITY INSURANCE	595	780	780	780
661-000.000-717.000	PENSION	33,835	15,000	15,000	16,400
661-000.000-717.500	VantageCare	2,211	25,050	3,000	2,600
661-000.000-717.600	PENSION EXPENSE - GASB 68	1,301,554			
661-000.000-718.000	WORKERS COMPENSATION	2,475	4,110	4,100	4,250
661-000.000-727.000	LICENSES	2,591	15,400	2,500	21,400
661-000.000-728.101	Vehicle Repair parts	76,452	80,000	80,000	85,000
661-000.000-728.102	Vehicle Accessories	5,628	5,250	10,250	10,250
661-000.000-728.103	Veh Supplies-outside services	96,651	80,000	80,000	85,000
661-000.000-728.104	Tires/Tire Services	25,102	20,000	20,000	25,000
661-000.000-728.105	Batteries/Electrical	3,861	4,500	4,500	4,500
661-000.000-728.106	Tools	1,619	2,000	2,000	2,000
661-000.000-728.107	Fasteners	1,327	1,200	2,000	1,500
661-000.000-728.108	Solvents	1,466	1,200	1,200	1,400
661-000.000-728.110	OPERATING SUPPLIES-CUSTODIAL		250	250	250
661-000.000-760.000	UNIFORMS	2,205	2,200	2,200	2,400
661-000.000-761.000	CLOTHING ALLOWANCE	1,716	1,500	1,500	1,500
661-000.000-812.000	INSURANCE	69,411	75,000	75,000	75,000
661-000.000-819.000	TRAINING	128	2,500	1,500	2,000
661-000.000-820.000	CONTRACTUAL SERVICES	6,168	25,000	25,000	25,000
661-000.000-825.000	PROFESSIONAL CONFERENCES/DUES	20	1,000	500	750
661-000.000-826.000	COMPUTER SERVICES/SUPPLIES	6,451	5,000	5,000	5,000
661-000.000-827.000	RADIO MAINTENANCE	127	500		
661-000.000-865.000	GASOLINE	158,584	150,000	150,000	150,000
661-000.000-936.000	EQUIPMENT MAINTENANCE	2,161	10,000	8,500	8,500
661-000.000-968.000	DEPRECIATION	376,359			
661-000.000-979.000	MACHINERY AND EQUIPMENT	589		5,000	15,000
661-000.000-981.000	VEHICLES	1,899	446,000	601,500	422,500
Totals for dept 000.000 -		2,354,518	1,145,105	1,278,740	1,140,260
TOTAL APPROPRIATIONS		2,354,518	1,145,105	1,278,740	1,140,260
NET OF REVENUES/APPROPRIATIONS - FUND 661		(860,991)	224,085	120,400	370,060

08/26/2019

BUDGET REPORT FOR MERIDIAN TWP

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
BEGINNING FUND BALANCE		2,130,178	1,269,187	1,269,187	1,389,587
ENDING FUND BALANCE		1,269,187	1,493,272	1,389,587	1,759,647

GL NUMBER	DESCRIPTION	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 PROJECTED ACTIVITY	2020 RECOMMENDED BUDGET
Fund 900 - DOWNTOWN DEVELOPMENT AUTHORITY					
ESTIMATED REVENUES					
Dept 000.000					
900-000.000-402.000	CURRENT PROPERTY TAXES	29,632	15,000	30,200	30,200
900-000.000-576.000	OTHER INTRGOVTL REVENUE	17,942	15,000	12,750	12,000
900-000.000-665.000	INTEREST	21			
Totals for dept 000.000 -		47,595	30,000	42,950	42,200
TOTAL ESTIMATED REVENUES		47,595	30,000	42,950	42,200
APPROPRIATIONS					
Dept 000.000					
900-000.000-728.000	OPERATING SUPPLIES	2,979	3,000	3,000	3,000
900-000.000-820.000	CONTRACTUAL SERVICES	71,086	5,000	1,000	1,000
900-000.000-995.000	DEBT SERVICE-INTEREST	4,485	4,485	4,485	4,485
Totals for dept 000.000 -		78,550	12,485	8,485	8,485
TOTAL APPROPRIATIONS		78,550	12,485	8,485	8,485
NET OF REVENUES/APPROPRIATIONS - FUND 900		(30,955)	17,515	34,465	33,715
BEGINNING FUND BALANCE		(96,845)	(127,800)	(127,800)	(93,335)
ENDING FUND BALANCE		(127,800)	(110,285)	(93,335)	(59,620)



To: Township Board

From: Mark Kieselbach, Director of Community Planning and Development

Date: August 29, 2019

Re: Amendment to Chapter 66 Tax Exemption (PILOT)

The Township Board discussed amending the Township’s ordinance that allows a Payment in Lieu of Taxes (PILOT) for federally aided or Michigan State Housing Development Authority (MSHDA) aided housing projects at its meeting on August 8, 2019. The tax exemption in the current ordinance applies to housing projects for elderly persons of low to moderate income. The proposed amendment would allow the tax exemption to apply to housing projects for all persons and families of low to moderate income. In addition to the Township attorney’s review the ordinance was also reviewed by MSHDA to ensure compliance with the Michigan State Housing Development Authority Act of 1966.

A resolution to approve the amendment for introduction is attached. The following motion has been provided for the Board’s consideration:

- **Move to approve the resolution for introduction of the amendment to Chapter 66, Article II to allow for a tax exemption and Payment in Lieu of Taxes (PILOT) for persons and families of low to moderate income.**

Attachments

1. Resolution for Introduction
2. Proposed Amendment – Redline Copy
3. Proposed Amendment – Clean Copy

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RESOLUTION TO APPROVE

**Amendment to Chapter 66 - Taxation
(Township Board)
INTRODUCTION**

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 3rd day of September, 2019, at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, the Township Board in 1995 enacted an ordinance pursuant to Section 15a of the State Housing Development Authority Act of 1966, being MCL 125.1415a, which limited the class of housing projects that qualify to pay the Township an annual service charge for public services in lieu of taxes (PILOT); and

WHEREAS, the class of housing project that qualifies for a PILOT is for elderly low income or moderate income persons; and

WHEREAS, it is the desire of the Township Board to amend the ordinance to allow housing projects for low or moderate income families and persons to be eligible for a PILOT; and

WHEREAS, the Township Board has determined that it is in the best interest of the Township to encourage low or moderate income housing projects for families and persons.

NOW, THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby **INTRODUCES FOR PUBLICATION AND SUBSEQUENT ADOPTION** Ordinance No. _____, entitled "Ordinance Amending the Code of the Charter Township of Meridian, Ingham County, Michigan, by amending Chapter 66, Article II, Tax Exemption for Federally Aided or Michigan State Housing Authority Aided Housing Projects, Section 66-28 and Section 66-30."

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it is introduced at least once prior to the next regular meeting of the Township Board.

ADOPTED: YEAS: _____

NAYS: _____

Ordinance No. 2019- _____

ORDINANCE AMENDING THE CODE OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, CHAPTER 66, ARTICLE II BY AMENDING SECTION 66-28 AND SECTION 66-30.

THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:

Section 1. Amendment to Chapter 66, Article II, Section 66-28. Section 66-28 entitled Class of Housing Developments Exempt of the Code of the Charter Township of Meridian, Ingham County, Michigan is hereby amended to read as follows:

Section 66-28 Class of housing developments exempt.

The tax exemption shall apply to, and a service charge shall be paid in lieu of taxes, by a housing project financed with a federally-aided or authority-aided mortgage or advance or grant from the authority for elderly low income or moderate income persons or other low income or moderate income persons when:

- (1) The housing project is owned by a nonprofit housing corporation or limited dividend housing corporation; and
- (2) The housing development is, prior to initial occupancy, subject to covenants running with the land which require that it be maintained as housing for elderly low or moderate income persons or other low income or moderate income persons the remainder of its economic life.

Section 2. Amendment to Chapter 66, Article II, Section 66-30. Section 66-30 entitled Resolution of the Code of the Charter Township of Meridian, Ingham County, Michigan is hereby amended to read as follows:

Section 66-30 Resolution.

A resolution of the Township Board granting tax exempt status, as provided in this article, shall be adopted for a housing project qualified under the terms and provisions of this article. Payment of a service charge in lieu of tax exemption will be effectuated by adoption of a resolution by the Township Board.

Section 3. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 4. Repealer Clause. All ordinances or parts of ordinances in conflict therewith are hereby replaced only to the extent necessary to give this Ordinance full force and effect.

Section 5. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 6. Effective Date. This Ordinance shall become effective immediately upon its publication.

Ronald J. Styka, Township Supervisor

Brett Dreyfus, Township Clerk

**Chapter 66
TAXATION**

**Article I
In General**

Section 66-1 through Section 66-25. (Reserved)

**Article II
Tax Exemption for Federally Aided or Michigan State Housing Authority Aided Housing
Projects**

Section 66-26 Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

ANNUAL SHELTER RENTS

The total collections during an agreed annual period from all occupants of a housing project representing rent or occupancy charges exclusive of charges for gas, electricity, heat or other utilities furnished to the occupants.

AUTHORITY-AIDED MORTGAGE

A mortgage made, held, purchased, or assisted by the authority.

AUTHORITY

The state housing development authority.

ELDERLY

A single person whose age is within the limits as specified in Section 11 of the Michigan State Housing Development Authority Act of 1966, being MCL Section 125.1411.

ELDERLY PERSONS OF LOW AND MODERATE INCOME

Elderly persons who meet the eligibility criteria set by the Authority and/or the federal government.

FEDERALLY AIDED MORTGAGE

A below-market-interest-rate mortgage insured, purchased, or held by the secretary of the department of housing and urban development; a market interest rate mortgage insured by the secretary of the department of housing and urban development and augmented by a program of rent supplements; a mortgage receiving interest reduction payments provided by the secretary of the department of housing and urban development; a mortgage on a housing project to which the authority allocates low income housing tax credits under Section 22b of Public Act No. 346 of 1966 (MCL Section 125.1422b); or a mortgage receiving special benefits under other federal law designated specifically to develop low and moderate income housing, consistent with Public Act No. 346 of 1966 (MCL Section 125.1411 et seq.).

HOUSING DEVELOPMENT

A development that contains a significant element of housing for persons of low or moderate income and elements of other housing, commercial, recreational, industrial, communal, and educational facilities that the authority determines improve the quality of the development as it relates to housing for persons of low or moderate income.

HOUSING PROJECT

Any of the following:

(1) Residential real property developed or to be developed or receiving benefits under Public Act No. 346 of 1966 (MCL Section 125.1411 et seq.).

(2) A specific work or improvement either for rental or for subsequent sale to an individual purchaser undertaken by a nonprofit housing corporation, consumer housing cooperative, limited dividend housing corporation, mobile home park corporation, or mobile home park association pursuant to or receiving benefits under Public Act No. 346 of 1966 (MCL Section 125.1411 et seq.) to provide dwelling accommodations, including the acquisition, construction, or rehabilitation of lands, buildings, and improvements.

(3) Social, recreational, commercial, and communal facilities that the authority finds necessary to serve and improve a residential area in which housing pursuant to subsection (1) or (2) of this section is located or is planned to be located, thereby enhancing the viability of the housing.

HUD

The Department of Housing and Urban Development of the United States Government.

LIMITED DIVIDEND HOUSING CORPORATION

A corporation incorporated or qualified pursuant to the corporation laws of this state and Chapter 6 of the State Housing Development Authority Act of 1966, being MCL Section 125.1481 through 125.1486 and a limited dividend housing association organized and qualified pursuant to Chapter 7 of the State Housing Development Authority Act of 1966, being MCL Section 125.1491 through 125.1496, and any future amendments or replacements.

LOW INCOME OR MODERATE INCOME PERSONS

Families and persons who meet the eligibility criteria defined in Section 11 of the State Housing Development Authority Act of 1966, being MCL Section 125.1411 or as defined by the authority on the basis of specific conditions in Meridian Township.

MORTGAGE LOAN

A loan to be made by the authority or farmers home administration or the United States Department of Housing and Urban Development to the sponsor for the construction and permanent financing of the housing development or a mortgage loan insured by HUD.

NONPROFIT HOUSING CORPORATION

A nonprofit corporation incorporated under the corporation laws of this state and Chapter 4 of the State Housing Development Authority Act of 1966, being MCL Section 125.1461 through 125.1465, and any future amendments or replacements.

SPONSOR

Persons or entities which have applied to either the authority for a mortgage loan to finance a housing development or to another governmental entity for a federally aided loan, as defined by Public Act No. 346 of 1966 (MCL Section 125.1411 et seq.).

UTILITIES

Fuel, water, sanitary sewer services, and/or electrical services which are paid by the housing development.

The above terms and any other terms used in this article shall be as defined, amended, or established from time to time by Section 11 of Public Act No. 346 of 1966 (MCL Section 125.1411).

Section 66-27 Nonapplicability of tax exemption.

The tax exemption provided to an owner of a housing project financed with a federally-aided or authority-aided mortgage or advance or grant from the authority, pursuant to the terms of Subsection 15a(1) of the Michigan State Housing Development Authority Act of 1966, being MCL Section 125.1415a(1), shall not apply to any housing project, or portion thereof, located within the boundaries of the Township, which is owned by a consumer housing cooperative, mobile home park corporation, or mobile home park association, as defined in Section 11 of the Michigan State Housing Development Authority Act of 1966, being MCL Section 125.1411.

Section 66-28 Class of housing developments exempt.

The tax exemption shall apply to, and a service charge shall be paid in lieu of taxes, by a housing project financed with a federally-aided or authority-aided mortgage or advance or grant from the authority for elderly low income or moderate income persons **or other low income or moderate income persons** when:

(1) The housing project is owned by a nonprofit housing corporation or limited dividend housing corporation; and

(2) The housing development is, prior to initial occupancy, subject to covenants running with the land which require that it be maintained as housing for elderly low or moderate income persons **or other low income or moderate income persons** the remainder of its economic life.

Section 66-29 Establishment of annual service charge.

The class of housing projects described in Section 66-28 and the property on which they will be constructed shall be exempt from all ad valorem property taxes from and after the commencement of construction. In lieu of such taxes the owner of the housing project shall pay to the Charter Township of Meridian an annual service charge for public services. Except as provided herein, the annual service charge shall be equal to 5% of the annual shelter rents obtained from the project. The service charge shall not exceed the ad valorem taxes that would have been paid on the property on which the project is located for the tax year before the date when construction or rehabilitation of the project was commenced.

Section 66-30 Resolution.

A resolution of the Township Board granting tax exempt status, as provided in this article, shall be adopted for a housing project qualified under the terms and provisions of this article. Payment of a service charge in lieu of tax exemption will be effectuated by ~~enactment~~ adoption of a resolution by the Township Board.

Section 66-31 Payment of service charge.

The service charge in lieu of taxes as determined under this article shall be payable in the same manner as general property taxes are payable to the Township except that the annual payment shall be paid on or before July 1 of each year.

Section 66-32 Duration.

Tax exempt status granted by the Township Board shall be forfeited unless construction of the housing project to which such status is granted is commenced within one year from the effective date of the Township Board resolution approving that status. The tax exempt status of a housing project approved by resolution of the Township Board shall remain in effect and shall not terminate while the federally-aided or authority-aided mortgage or advance or grant from the authority is outstanding.

**Chapter 66
TAXATION**

**Article I
In General**

Section 66-1 through Section 66-25. (Reserved)

**Article II
Tax Exemption for Federally Aided or Michigan State Housing Authority Aided Housing
Projects**

Section 66-26 Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

ANNUAL SHELTER RENTS

The total collections during an agreed annual period from all occupants of a housing project representing rent or occupancy charges exclusive of charges for gas, electricity, heat or other utilities furnished to the occupants.

AUTHORITY-AIDED MORTGAGE

A mortgage made, held, purchased, or assisted by the authority.

AUTHORITY

The state housing development authority.

ELDERLY

A single person whose age is within the limits as specified in Section 11 of the Michigan State Housing Development Authority Act of 1966, being MCL Section 125.1411.

ELDERLY PERSONS OF LOW AND MODERATE INCOME

Elderly persons who meet the eligibility criteria set by the Authority and/or the federal government.

FEDERALLY AIDED MORTGAGE

A below-market-interest-rate mortgage insured, purchased, or held by the secretary of the department of housing and urban development; a market interest rate mortgage insured by the secretary of the department of housing and urban development and augmented by a program of rent supplements; a mortgage receiving interest reduction payments provided by the secretary of the department of housing and urban development; a mortgage on a housing project to which the authority allocates low income housing tax credits under Section 22b of Public Act No. 346 of 1966 (MCL Section 125.1422b); or a mortgage receiving special benefits under other federal law designated specifically to develop low and moderate income housing, consistent with Public Act No. 346 of 1966 (MCL Section 125.1411 et seq.).

HOUSING DEVELOPMENT

A development that contains a significant element of housing for persons of low or moderate income and elements of other housing, commercial, recreational, industrial, communal, and educational facilities that the authority determines improve the quality of the development as it relates to housing for persons of low or moderate income.

HOUSING PROJECT

Any of the following:

(1) Residential real property developed or to be developed or receiving benefits under Public Act No. 346 of 1966 (MCL Section 125.1411 et seq.).

(2) A specific work or improvement either for rental or for subsequent sale to an individual purchaser undertaken by a nonprofit housing corporation, consumer housing cooperative, limited dividend housing corporation, mobile home park corporation, or mobile home park association pursuant to or receiving benefits under Public Act No. 346 of 1966 (MCL Section 125.1411 et seq.) to provide dwelling accommodations, including the acquisition, construction, or rehabilitation of lands, buildings, and improvements.

(3) Social, recreational, commercial, and communal facilities that the authority finds necessary to serve and improve a residential area in which housing pursuant to subsection (1) or (2) of this section is located or is planned to be located, thereby enhancing the viability of the housing.

HUD

The Department of Housing and Urban Development of the United States Government.

LIMITED DIVIDEND HOUSING CORPORATION

A corporation incorporated or qualified pursuant to the corporation laws of this state and Chapter 6 of the State Housing Development Authority Act of 1966, being MCL Section 125.1481 through 125.1486 and a limited dividend housing association organized and qualified pursuant to Chapter 7 of the State Housing Development Authority Act of 1966, being MCL Section 125.1491 through 125.1496, and any future amendments or replacements.

LOW INCOME OR MODERATE INCOME PERSONS

Families and persons who meet the eligibility criteria defined in Section 11 of the State Housing Development Authority Act of 1966, being MCL Section 125.1411 or as defined by the authority on the basis of specific conditions in Meridian Township.

MORTGAGE LOAN

A loan to be made by the authority or farmers home administration or the United States Department of Housing and Urban Development to the sponsor for the construction and permanent financing of the housing development or a mortgage loan insured by HUD.

NONPROFIT HOUSING CORPORATION

A nonprofit corporation incorporated under the corporation laws of this state and Chapter 4 of the State Housing Development Authority Act of 1966, being MCL Section 125.1461 through 125.1465, and any future amendments or replacements.

SPONSOR

Persons or entities which have applied to either the authority for a mortgage loan to finance a housing development or to another governmental entity for a federally aided loan, as defined by Public Act No. 346 of 1966 (MCL Section 125.1411 et seq.).

UTILITIES

Fuel, water, sanitary sewer services, and/or electrical services which are paid by the housing development.

The above terms and any other terms used in this article shall be as defined, amended, or established from time to time by Section 11 of Public Act No. 346 of 1966 (MCL Section 125.1411).

Section 66-27 Nonapplicability of tax exemption.

The tax exemption provided to an owner of a housing project financed with a federally-aided or authority-aided mortgage or advance or grant from the authority, pursuant to the terms of Subsection 15a(1) of the Michigan State Housing Development Authority Act of 1966, being MCL Section 125.1415a(1), shall not apply to any housing project, or portion thereof, located within the boundaries of the Township, which is owned by a consumer housing cooperative, mobile home park corporation, or mobile home park association, as defined in Section 11 of the Michigan State Housing Development Authority Act of 1966, being MCL Section 125.1411.

Section 66-28 Class of housing developments exempt.

The tax exemption shall apply to, and a service charge shall be paid in lieu of taxes, by a housing project financed with a federally-aided or authority-aided mortgage or advance or grant from the authority for elderly low income or moderate income persons or other low income or moderate income persons when:

- (1) The housing project is owned by a nonprofit housing corporation or limited dividend housing corporation; and
- (2) The housing development is, prior to initial occupancy, subject to covenants running with the land which require that it be maintained as housing for elderly low or moderate income persons or other low income or moderate income persons the remainder of its economic life.

Section 66-29 Establishment of annual service charge.

The class of housing projects described in Section 66-28 and the property on which they will be constructed shall be exempt from all ad valorem property taxes from and after the commencement of construction. In lieu of such taxes the owner of the housing project shall pay to the Charter Township of Meridian an annual service charge for public services. Except as provided herein, the annual service charge shall be equal to 5% of the annual shelter rents obtained from the project. The service charge shall not exceed the ad valorem taxes that would have been paid on the property on which the project is located for the tax year before the date when construction or rehabilitation of the project was commenced.

Section 66-30 Resolution.

A resolution of the Township Board granting tax exempt status, as provided in this article, shall be adopted for a housing project qualified under the terms and provisions of this article. Payment of a service charge in lieu of tax exemption will be effectuated by adoption of a resolution by the Township Board.

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Section 66-32 Duration.

Tax exempt status granted by the Township Board shall be forfeited unless construction of the housing project to which such status is granted is commenced within one year from the effective date of the Township Board resolution approving that status. The tax exempt status of a housing project approved by resolution of the Township Board shall remain in effect and shall not terminate while the federally-aided or authority-aided mortgage or advance or grant from the authority is outstanding.



12. B.

To: Township Board Members
**From: Derek N. Perry, Deputy Township Manager
Director of Public Works & Engineering**
Date: August 29, 2019
Re: Bond Authorizing Resolution

With the approval of the August 6, 2019 local road bond by the voters of Meridian Township, the attached Resolution to Authorize Issuance of General Obligation Unlimited Tax Bonds is required to be approved by the Township Board to proceed with the sale of the bonds.

In addition to the required resolution, a memo from our bond counsel, Roger Swets of Dickinson Wright, is included to provide explanation of the bond sale process and requirements.

Both Roger Swets, and our Financial Advisor, Warren Creamer of RW Baird & Co., plan to attend the Township Board meeting to answer questions.

A schedule of the bond is also included for your reference and anticipates a November 13, 2019 closing.

Proposed Motion:

“Move to Adopt the Resolution to Authorize Issuance of General Obligation Unlimited Tax Bonds, Series 2019 as presented”

M E M O R A N D U M

To: Meridian Charter Township

From: Roger Swets

Date: August 26, 2019

Attached with this Memo is the Bond Resolution for the Township's proposed General Obligation Unlimited Tax Bonds, Series 2019 which are proposed to be issued as the first series of bonds to be issued to implement the first phase of the \$35,250,000 street improvement project approved by the voters at the August election. Bonds are authorized in the amount of \$11,750,000, which is 1/3 of the total amount authorized by the ballot proposal.

This resolution is the main legal document to authorize the issuance of the bonds. As bonds approved by the voters, the bonds will be paid from a millage levied in an amount needed to pay the debt service on the bonds each year. By sizing this phase at \$11,750,000, the par amount is intended to provide funds to pay for the first three years of street work.

The resolution provides that the bonds will be sold at a competitive public sale. By law in Michigan, this is done by printing an official notice of sale in a national newspaper called the Bond Buyer, and then taking bids from any underwriter or financial institution in the country that has interest in purchasing the bonds. By law the bonds will then be awarded to the bidder whose bid provides the lowest true interest cost to the Township.

The resolution is set up as a parameters resolution, which sets out maximum parameters for the terms of the bonds, with the final bond details being approved by authorized officers. This allows the Township flexibility in approving the bond issue, with details being adjusted by the authorized officer as the process proceeds, without having to have the Board come in for a special meeting. The resolutions allows the bonds to be outstanding up to the maximum term provided in the ballot proposal (6 years), but it is anticipated that the term will be shorter (approximately 3 to 4 years). The resolution sets the maximum interest rate on the bonds at 5.00%. This is just a ceiling and the final rate will be lower, based on the bids received. Since the Bonds are short term the resolution does not allow optional prepayment prior to maturity. The Supervisor and the Township Manager, or either one acting alone, are designated as authorized officers to finalize the bond details, like reducing the final maturity of the bonds, approving the interest rate and payment terms. In the end these details will be finally determined by the bids, which the authorized officer is authorized to award, which by law must be awarded to the lowest bidder.

Please let me know if you have any questions on this material.

**CHARTER TOWNSHIP OF MERIDIAN
(Ingham County, Michigan)**

Resolution No. _____

**RESOLUTION TO AUTHORIZE ISSUANCE OF
GENERAL OBLIGATION UNLIMITED TAX BONDS, SERIES 2019**

Minutes of a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held in the Township Hall on September 3, 2019, at _____ p.m., local time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by Member _____ and supported by Member _____:

WHEREAS, pursuant to Act 359, Public Acts of Michigan, 1947, as amended (the "Act") the Township Board of the Charter Township of Meridian (the "Township") has determined to make the improvements identified in the proposal below (the "Improvements"); and

WHEREAS, the Township Board prepared and submitted to the electorate within the Township the following proposal (the "Ballot Proposal"):

STREET IMPROVEMENT BOND PROPOSAL

Shall the Charter Township of Meridian, Ingham County, Michigan (the "Township"), borrow the principal amount of not to exceed \$35,250,000 and issue its general obligation unlimited tax bonds for all or a portion of that amount in one or more series payable over not to exceed 6 years from the date of issue of each series to pay the cost of designing, acquiring, constructing, improving, repairing, and maintaining streets and related improvements within the Township?

The estimated millage to be levied in the first year of levy is 1.9428 mills (\$1.9428 for each \$1,000 of taxable value) and the estimated simple average annual millage rate required to retire the bonds over approximately 10 years is 1.9429 mills (\$1.9429 for each \$1,000 of taxable value).

WHEREAS, on August 6, 2019, the voters of the Township approved the Ballot Proposal; and

WHEREAS, the Township Board has the authority to issue its bonds in one or more series in the aggregate amount of not-to exceed \$35,250,000 supported by the Township's full faith and credit, unlimited tax, general obligation to undertake the Improvements; and

WHEREAS, the Improvements will enable the Township to provide more efficient and better quality public services to the residents of the Township; and

WHEREAS, the Township is ready to proceed with the first phase of the Improvements; and

WHEREAS, to finance the cost of making the first phase of the Improvements the Township Board deems it necessary to borrow the sum of not to exceed \$11,750,000 and to issue its General Obligation Unlimited Tax Bonds, therefor pursuant to the provisions of the Act.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. NECESSITY. It is necessary for the public health, safety and welfare of the Township to make the first phase of the Improvements and issue bonds of the Township, pursuant to the Act to finance the design, acquisition, and construction of the first phase of the Improvements.

2. ESTIMATED COST - PERIOD OF USEFULNESS. The total cost of the first phase of the Improvements, including the payment of engineer's fees, legal and financial expenses and other expenses incidental to the financing of the Improvements, which is currently estimated to be approximately \$11,750,000, is hereby approved and confirmed, and the estimated period of usefulness of the Improvements is determined to be in excess of six (6 years).

3. ISSUANCE OF BONDS. To defray the cost of the first phase of the Improvements, including legal, engineering, financial and other expenses, the Township shall issue its bonds known as General Obligation Unlimited Tax Bonds, Series 2019 (the "Bonds") in the aggregate principal sum of not to exceed \$11,750,000, as finally determined by the Authorized Officer (defined below) at the time of sale.

4. BOND TERMS. The Bonds shall be issued in fully registered form as to both principal and interest, in the denomination of \$5,000 each, or any whole multiple thereof. The Bonds shall be numbered consecutively in the order of their registration, shall be dated the date of their delivery or such other date determined by the Authorized Officer, and shall be payable serially or as term bonds on such dates and in such amounts as determined by the Authorized

Officer at the time of sale. The Bonds shall bear interest as determined by the Authorized Officer, payable semiannually as determined by the Authorized Officer at the time of sale. The Authorized Officer may alter the Bond terms within the parameters of this resolution as hereafter provided.

5. PAYMENT OF PRINCIPAL AND INTEREST. Both principal of and interest on the Bonds shall be payable in lawful money of the United States of America to the person appearing on the Bond registration books as the registered owner thereof. Payment of principal on the Bonds shall be made at the principal office of the Paying Agent (defined below). Payment of interest on the Bonds shall be paid to the registered owner at the address as it appears on the registration books as of the determination date. Initially, the determination date shall be the date as of the fifteenth (15th) day of the month prior to the payment date for each interest payment; however, the determination date may be changed by the Township to conform to market practice.

6. PLEDGE OF FULL FAITH AND CREDIT, GENERAL OBLIGATION. The Bonds shall be payable from ad valorem property taxes authorized and approved by the Ballot Proposal. The Township hereby pledges its unlimited tax, full faith and credit, general obligation for the prompt payment of the principal of and interest on the Bonds as and when due. The Township shall levy upon the tax rolls of the Township each year for the purpose of paying the principal of and interest on the Bonds a sum not less than the amount estimated to be sufficient to pay the principal and interest on the Bonds as such principal and interest fall due, prior to the next year's tax levy, the probable delinquency in collections being taken into consideration in arriving at the estimate. Taxes required to be levied to meet the principal and interest obligations may be without limitation as to rate or amount, as provided by Article IX, Section 6, of the Michigan Constitution of 1963.

7. PRIOR REDEMPTION.

(a) Mandatory Redemption. Principal designated as a term bond maturity shall be subject to mandatory redemption, in whole or in part, by lot, at par plus accrued interest, on the redemption dates and in the amounts determined by the Authorized Officer at the time of sale. When term bonds are purchased by the Township and delivered to the Paying Agent for cancellation or are redeemed in a manner other than by mandatory redemption, the principal amount of the term bonds affected shall be reduced by the principal amount of the Bonds so redeemed in the order determined by the Township.

(b) Optional Redemption. The Bonds will not be subject to optional redemption prior to maturity.

8. PAYING AGENT AND REGISTRATION.

(a) Appointment of Paying Agent. From time to time the Authorized Officer shall designate and appoint a paying agent, which may also act as transfer agent and bond registrar (the “Paying Agent”). The Authorized Officer shall also have the authority to remove the Paying Agent and to appoint a successor Paying Agent. The initial Paying Agent shall be appointed by the Authorized Officer. In the event of a change in the Paying Agent, notice shall be given in writing, by certified mail, to each Registered Owner not less than sixty (60) days prior to the next interest payment date. The Paying Agent shall keep the official books for the recordation of the Registered Owners of the Bonds.

(b) Book-Entry-Only. The Bonds may be issued initially in book-entry-only form as one fully registered bond per maturity and will be registered in the name of Cede & Co., as bondholder and nominee for DTC. DTC will act as securities depository for the Bonds, purchase of the Bonds will be made in book-entry-only form, in the denomination of \$5,000 or any integral multiple thereof, and purchasers will not receive certificates representing their interest in Bonds purchased. Payment of principal and interest will be made by the Paying Agent to DTC. While the Bonds are held in book-entry-only form, then the Bonds shall be transferred in accordance with the procedures established by DTC. So long as the Bonds are registered to DTC or another bond depository, the Paying Agent or bond registrar shall have no responsibility with respect to such transfers. The Authorized Officer shall have the authority from time to time to appoint a successor depository trustee to serve in the place of DTC. While the Bonds are issued in book-entry-only form the Paying Agent shall serve as paying agent only.

(c) Registration of Bonds Outside of Book-Entry-Only. In the event the book-entry-only system is not chosen or is discontinued, the following provisions would apply to the Bonds. Bonds may be transferred only by submitting the same to the Paying Agent, together with a satisfactory instrument of transfer signed by the Registered Owner or his or her legal representative duly authorized in writing, after which a new Bond or Bonds shall be issued by the Paying Agent to the transferee (new registered owner) in denominations of \$5,000 or any integral multiple thereof, in the same aggregate principal amount as the Bond submitted for transfer. No transfer of Bonds shall be valid unless and until recorded on the bond registration

books in accordance with the foregoing. The person in whose name any bond is registered may for all purposes, notwithstanding any notice to the contrary, be deemed and treated by the Township and the Paying Agent as the absolute owner thereof, and any payment of principal and interest on any Bond to the Registered Owner thereof shall constitute a valid discharge of the Township's liability upon such Bond to the extent of such payment. No Bond shall be transferred less than fifteen (15) days prior to an interest payment date nor after the Bond has been called for redemption. So long as the Bonds are registered to DTC or another bond depository, the Paying Agent, acting as bond registrar, shall have no responsibility with respect to such transfers.

9. BOND FORM. The Bonds shall be substantially in the form attached hereto as Exhibit A, and incorporated herein, with such changes as are recommended by the Township's Bond Counsel and approved by the officers of the Township signing the Bonds.

10. EXECUTION OF BONDS. The Township Supervisor and the Township Clerk are hereby authorized and directed to sign the Bonds, either manually or by facsimile signature, on behalf of the Township. Upon execution, the Bonds shall be delivered to the purchaser thereof upon receipt of the purchase price in accordance with the accepted bid therefor, plus the accrued interest, if any, to the date of delivery.

11. BONDS MUTILATED, LOST OR DESTROYED. If any Bond shall become mutilated, the Township, at the expense of the holder of the Bond, shall execute, and the Paying Agent shall authenticate and deliver, a new Bond of like tenor in exchange and substitution for the mutilated Bond, upon surrender to the Paying Agent of the mutilated Bond. If any Bond issued under this Resolution shall be lost, destroyed or stolen, evidence of the loss, destruction or theft may be submitted to the Paying Agent and, if this evidence is satisfactory to both the Township and the Paying Agent and indemnity satisfactory to the Paying Agent shall be given, the Township, at the expense of the owner, shall execute, and the Paying Agent shall thereupon authenticate and deliver, a new Bond of like tenor, which shall bear the statement required by Act 354, Public Acts of Michigan, 1972, as amended, or any applicable law hereafter enacted, in lieu of and in substitution for the Bond so lost, destroyed or stolen. If any such Bond shall have matured or shall be about to mature, instead of issuing a substitute Bond, the Paying Agent may pay the same without surrender thereof.

12. BOND PAYMENT FUND. For payment of principal of and interest on the Bonds, there shall be established and maintained a debt service fund for the Bonds (the “Bond Payment Fund”). The accrued interest, if any, and capitalized interest, if any, received at the time of delivery of the Bonds and such amount of any premium determined by the Authorized Officer shall be placed into the Bond Payment Fund. All proceeds from taxes levied for the payment of the principal of and interest on the Bonds shall also be deposited into the Bond Payment Fund. Moneys in the Bond Payment Fund shall be expended solely for payment of principal and interest on the Bonds that first come due. The Township hereby pledges to budget and set aside each year, from the first collection of taxes not limited by law to other purposes, a sum sufficient to pay the principal of and interest on the Bonds coming due prior to the next collection of taxes.

13. CONSTRUCTION FUND. Prior to delivery and sale of the Bonds, there shall be established a fund for the payment of the costs of the Improvements (the “Construction Fund”). After deducting the sums that are required to be deposited in the Bond Payment Fund, the balance of the proceeds of the Bonds shall be deposited into the Construction Fund. The moneys on deposit in the Construction Fund from time to time shall be used solely for the purpose for which the Bonds were issued. Any unexpended balance shall be used for such purposes as allowed by law. Any monies remaining in the Construction Fund after payment of all such costs shall be transferred to the Bond Payment Fund. After completion of the Improvements and disposition of any remaining Bond proceeds, pursuant to the provisions of this Section, the Construction Fund shall be closed.

14. INVESTMENT OF FUNDS. Moneys in the funds and accounts established herein may be invested by the Township as allowed by law, and subject to the limitations imposed by arbitrage regulations and Section 148 of the Internal Revenue Code of 1986, as amended, and the applicable regulations thereunder (collectively the “Code”).

15. DEPOSITORY AND FUNDS ON HAND. Monies in the several funds and accounts maintained pursuant to this Resolution may be kept in one or more accounts at financial institutions designated by resolution of the Township, and if kept in one account, the monies shall be allocated on the books and records of the Township in the manner and at the times provided in this Resolution.

16. CONTRACT WITH BONDHOLDERS. The provisions of this Resolution shall constitute a contract between the Township and the holder or holders of the Bonds from time to time, and after the issuance of any of such Bonds, no change, variation or alteration of the provisions of this Resolution may be made that would lessen the security for the Bonds. The provisions of this Resolution shall be enforceable by appropriate proceedings taken by such holder or holders, either at law or in equity.

17. SALE OF BONDS. The Bonds shall be sold at a public sale. The Authorized Officer shall set the date and time for sale of the Bonds, which date shall be at least seven (7) days after the publication of the official notice of sale. The Authorized Officer of the Township shall cause notice of the sale of the Bonds to be published in *The Bond Buyer*, which notice shall be in substantially the form attached hereto as Exhibit B, with such changes, additions and completions as are approved by the Authorized Officer.

18. AUTHORIZED OFFICER. Notwithstanding any other provision of this Resolution, the Township Supervisor and the Township Manager, or either one of them acting alone (the “Authorized Officer”) is authorized within the limitations set forth below to determine the title of the Bonds, maximum interest rate, interest rate or rates, amount of discount or premium, amount of maturities, principal amount, amount of good faith deposit, if any, denominations, dates of issuance, dates of maturities, interest payment dates, optional and mandatory redemption rights, and term bond options. The Authorized Officer shall have the authority to determine that up to two years of interest on the Bonds be capitalized. The authority granted to the Authorized Officer by this Section, is subject to the following limitations:

- (a) The par amount of the Bonds shall not exceed \$11,750,000.
- (b) The interest rate on the Bonds shall not exceed five percent (5%) per annum.
- (c) The final maturity date of the Bonds shall not be later than six (6) years from the date of issuance.
- (d) The Bonds shall not be sold at a price that is less than 98% of the par value of the Bonds.

The Authorized Officer is hereby authorized for and on behalf of the Township, without further Township Board approval, to: (a) approve the circulation of a preliminary and a final Official Statement describing the Bonds; (b) to award the bid for the sale of the Bonds;

(c) purchase municipal bond insurance, if considered necessary, as additional security for the bondholders; (d) apply to rating agencies for a rating on the Bonds; (e) make any designations or elections pursuant to the Code; and (f) do all other acts and take all other necessary procedures required to effectuate the sale, issuance and delivery of the Bonds.

Approval by the Township of the matters delegated in this section or any other sections may be evidenced by execution or approval of such documents by the Authorized Officer. The Authorized Officer, together with the Clerk, the Treasurer and the Finance Director, or any one or more of them, are authorized to execute any documents or certificates necessary to complete the transaction, including, but not limited to, any applications, an Application for State Treasurer's Approval to Issue Long-Term Securities or any other applications or supporting documents to the Michigan Department of Treasury, applications for waivers and the submission of any supporting or related documents, any certificates, receipts, orders, agreements, instruments, security reports, a blanket letter of representations, and any certificates relating to federal or state securities laws, rules or regulations.

19. DEFEASANCE. In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional or mandatory redemption, the principal of, premium, if any, and interest on the Bonds, shall be deposited in trust, this Resolution shall be defeased and the owners of the Bonds shall have no further rights under this Resolution except to receive payment of the principal of, premium, if any, and interest on the Bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange bonds as provided herein.

20. TAX COVENANT. The Township covenants to comply with all requirements of the Code necessary to assure that the interest on the Bonds will be and will remain excludable from gross income for federal income tax purposes. The Authorized Officer and other appropriate officials of the Township are authorized to do all things necessary (including the making of such covenants of the Township as shall be appropriate) to assure that the interest on the Bonds will be and will remain excludable from gross income for federal income tax purposes.

21. MUNICIPAL BOND INSURANCE. The Authorized Officer is hereby authorized to acquire municipal bond insurance to enhance the marketability of the Bonds. If the Township acquires municipal bond insurance from a municipal bond insurer (the “Insurer”), the Authorized Officer, the Clerk, the Treasurer, or any one of them, are hereby authorized to take all actions, and to execute any documents, certificates, orders, applications, agreements, conditions, covenants or other instruments necessary to effectuate the issuance of the policy of bond insurance, including, but not limited to the execution of an order or agreement containing such provisions as the Insurer may require with respect to the insurance and the Insurer, which shall be binding on the Township in the same manner as if contained herein. The Authorized Officer is further authorized to sign such agreements or other documents and to pay such fees as are required for the Township to become a member of a mutual insurance company.

22. CONTINUING DISCLOSURE. The Township agrees to provide or cause to be provided, in accordance with the requirements of Rule 15c2-12 (the “Rule”) promulgated by the Securities and Exchange Commission (a) on or prior to the last day of the seventh month after the end of the fiscal year of the Township, commencing with the first fiscal year ending after the issuance of the Bonds, certain annual financial information and operating data, including audited financial statements for the preceding fiscal year (or if audited financial statements are not available, unaudited financial statements), generally consistent with certain information that was contained or cross-referenced in the Official Statement relating to the Bonds, (b) timely notice of the occurrence of certain material events with respect to the Bonds, and (c) timely notice of a failure by the Township to provide the required annual financial information on or before the date specified in (a) above.

23. OFFICIAL STATEMENT. The Township is hereby authorized to approve, execute, and deliver a Preliminary Official Statement relating to the Bonds in such form as the Authorized Officer shall approve. The Authorized Officer, the Clerk, the Treasurer or the Finance Director, or any of them, are hereby authorized and directed to approve, execute and deliver the Official Statement on behalf of the Township with such changes or modifications as they deem necessary in order to assure that the statements therein are true, and that it does not contain any untrue statement or material fact and does not omit a material fact necessary in order to make the statements, in light of the circumstances under which they were made, not misleading.

24. APPOINTMENTS. The firm of Dickinson Wright PLLC is hereby approved as bond counsel to the Township and Robert W. Baird & Co. is appointed as municipal advisor for the issuance of the Bonds.

25. RESOLUTION SUBJECT TO MICHIGAN LAW. The provisions of this Resolution are subject to the laws of the State of Michigan.

26. SECTION HEADINGS. The section headings in this Resolution are furnished for convenience of reference only and shall not be considered to be a part of this Resolution.

27. SEVERABILITY. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Resolution.

28. CONFLICT. Except as provided above, all resolutions or parts thereof, insofar as the same may be in conflict herewith, are hereby repealed; provided, that the foregoing shall not operate to repeal any provision thereof, the repeal of which would impair the obligation on the Bonds.

29. EFFECTIVE DATE OF RESOLUTION. This Resolution is determined by the Township Board to be immediately necessary for the preservation of the peace, health and safety of the Township and shall be in full force and effect from and after its passage.

YEAS: _____

NAYS: _____

ABSTAIN: _____

RESOLUTION DECLARED ADOPTED.

Brett Dreyfus, Clerk
Charter Township of Meridian

CERTIFICATION

I, Brett Dreyfus, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, Michigan (the "Township") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a meeting held on September 3, 2019, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act 267, Public Acts of Michigan, 1976, as amended.

Dated: September 3, 2019

Brett Dreyfus, Clerk
Charter Township of Meridian

EXHIBIT A

No. ____

**UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF INGHAM
CHARTER TOWNSHIP OF MERIDIAN
GENERAL OBLIGATION UNLIMITED TAX BONDS, SERIES 2019**

Interest Rate Maturity Date Date of Original Issue CUSIP

Registered Owner: Cede & Co.

Principal Amount: _____ Dollars (\$ _____)

The Charter Township of Meridian, Ingham County, Michigan (the "Township"), acknowledges itself indebted and, for value received, hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America, on the Date of Maturity specified above, with interest thereon from the Date of Original Issue specified above or such later date to which interest has been paid, until paid, at the Interest Rate per annum specified above, payable on the first day of _____ and _____ of each year, beginning on _____ 1, 2020.

This Bond is one of a total authorized issue of bonds of even date and like tenor except as to date of maturity, amount and rate of interest, numbered in order of registration, aggregating the principal sum of \$ _____, issued in accordance with the provisions of Act 359, Public Acts of Michigan, 1947, as amended and a resolution adopted by the Township Board on September 3, 2019, for the purpose of paying the cost of designing, acquiring, constructing, improving, repairing, and maintaining streets and related improvements within the Township (the "Improvements").

The Township has pledged its unlimited tax, full faith or credit, general obligation, for the prompt payment of the principal of and interest on the Bonds as and when due. Unless the Township has sufficient funds on hand, the Township shall annually levy a tax on all taxable property in the Township for the prompt payment of principal and interest on the Bonds, which tax shall be unlimited as to rate and amount as approved by the electorate on August 6, 2019.

Principal of this Bond is payable at the principal office of _____, _____, Michigan, or such other Paying Agent as the Township may hereafter designate (the "Paying Agent") by notice mailed to the Registered Owner not less than sixty (60) days prior to the next interest payment date. Interest on this Bond is payable to the Registered Owner of record as of the fifteenth (15th) day of the month preceding the payment date as shown on the registration books of the Township maintained by the Paying Agent, by check or draft mailed to the Registered Owner at the registered address.

Bonds maturing on _____, ____ (the "Term Bonds"), are subject to mandatory redemption prior to maturity in part, by lot, on each _____ 1, commencing _____, _____, and will be redeemed at the par value thereof plus accrued interest to the redemption date on _____ 1 of each of the following years in the amounts as follows:

<u>Redemption Date</u>	<u>Principal Amount</u>
------------------------	-------------------------

Term Bonds purchased by the Township and delivered to the Paying Agent for cancellation or which are redeemed in a manner other than by mandatory redemption, shall reduce the principal amount of the Term Bonds subject to mandatory redemption by the amount of the Bonds so redeemed, in the order determined by the Township.

The Bonds shall not be subject to optional redemption prior to maturity.

This Bond shall be registered in the name of the Registered Owner on the registration books kept by the Paying Agent and such registration noted hereon and thereafter no transfer shall be valid unless made upon the registration books and likewise noted hereon. This Bond is exchangeable at the request of the Registered Owner hereof, in person or by his attorney duly authorized in writing, at the office of the Paying Agent, but only in the manner, subject to the limitations and at his sole expense, for other bonds of an equal aggregate amount, upon surrender of this Bond to the Paying Agent. Upon such transfer, a new registered bond or bonds of the same series and the same maturity of authorized denomination will be issued to the transferee in exchange therefor.

It is hereby certified and recited that all acts, conditions and things required by law, precedent to and in the issuance of this Bond, exist and have been done and performed in regular and due time and form as required by law and that the total indebtedness of the Township including this Bond, does not exceed any constitutional or statutory limitation.

IN WITNESS WHEREOF, the Charter Township of Meridian, Ingham County, Michigan, by its Township Board, has caused this Bond to be signed, by the manual or facsimile signatures of its Supervisor and Clerk, all as of the ____ day of _____, 2019.

Ronald J. Styka Supervisor

Brett Dreyfus, Clerk

CERTIFICATE OF REGISTRATION AND AUTHENTICATION

This Bond is one of the Charter Township of Meridian \$ _____ General Obligation Unlimited Tax Bonds, Series 2019 and has been registered in the name of the Registered Owner designated on the face thereof in the bond register maintained for the Township.

Authentication Date: _____, 20__

As Paying Agent/Bond Registrar/Transfer Agent

WRONGFUL USE OF CERTIFICATE

Unless this certificate is presented by an authorized representative of The Depository Trust Company, a New York corporation (“DTC”), to Issuer or its agent for registration of transfer, exchange, or payment, and any certificate issued is registered in the name of Cede & Co. or in such other name as is requested by an authorized representative of DTC (and any payment is made to Cede & Co. or to such other entity as is requested by an authorized representative of DTC), ANY TRANSFER, PLEDGE, OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL inasmuch as the registered owner hereof, Cede & Co., has an interest herein.

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____

(please print or type social security number or taxpayer identification number and name and address of transferee)

the within bond and all rights thereunder, and does hereby irrevocably constitute and appoint _____ attorney to transfer the within bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signed: _____

In the presence of: _____

Notice: The signature to this assignment must correspond with the name as it appears upon the face of the within bond in every particular, without alteration or enlargement or any change whatever. When assignment is made by a guardian, trustee, executor or administrator, an officer of a corporation, or anyone in a representative capacity, proof of his authority to act must accompany the bond.

Signature(s) must be guaranteed by an eligible guarantor institution participating in a Securities Transfer Association recognized signature guaranty program.

Signature Guaranteed: _____

EXHIBIT B

OFFICIAL NOTICE OF SALE

\$ _____ *

*(subject to adjustment as described below)

**CHARTER TOWNSHIP OF MERIDIAN
GENERAL OBLIGATION UNLIMITED TAX BONDS, SERIES 2019**

SEALED BIDS for the purchase of the above bonds (the “Bonds”) will be received by undersigned on the ____ day of _____, 2019, until _____.m., Eastern Time, at the Meridian Township Hall, 5151 Marsh Road, Okemos Michigan 48864, at which time they will be opened and read publicly. Bids also will be received on the same date and until the same time by an agent of the undersigned at the offices of the Municipal Advisory Council of Michigan (the “MAC”), 26211 Central Park Boulevard, Suite 508, Southfield, Michigan 48076, where they will be opened and read publicly. Signed bids may be submitted by fax to the Township Manager at (517) 853-4251 or the MAC at (313) 963-0943, but no bid will be received after the time for receiving bids specified above and the bidder bears all risks of transmission failure.

IN THE ALTERNATIVE: Bids may be submitted electronically via PARITY pursuant to this Notice on the same date and until the same time, but no bid will be received after the time for receiving bids specified above. To the extent any instructions or directions set forth in PARITY conflict with this Notice, the terms of this Notice shall control. For further information about PARITY, potential bidders may contact the Municipal Advisor (identified below) or PARITY at (212) 849-5021.

BOND DETAILS: The Bonds will be fully registered bonds of the denomination of \$5,000 each or any integral multiple thereof not exceeding the aggregate principal amount for each maturity at the option of the purchaser thereof, dated the date of their delivery, and will bear interest from their date payable on _____ 1, 2020, and semiannually thereafter.

The Bonds will mature on the first day of _____ as follows (provided, however, that the amounts set forth may be adjusted as described under “Adjustment in Principal Amount” herein:

YEAR	AMOUNT
2020	
2021	
2022	
2023	
2024	
2025	

TERM BOND OPTION: Bidders shall have the option of designating bonds as serial bonds or term bonds, or both. The bid must designate whether each of the principal amounts shown above represents a serial maturity or a mandatory redemption requirement for a term bond maturity. There may be more than one term bond designated. In the event that term bonds are utilized, the principal amount scheduled for maturity in the years shown above shall be represented by either serial bond maturities or mandatory redemption requirements, or a combination of both. Any such designation must be made at the time bids are submitted.

PRIOR REDEMPTION:

A. MANDATORY REDEMPTION. Bonds designated as term bonds shall be subject to mandatory redemption at par and accrued interest on the dates and in the amounts corresponding to the annual principal maturities hereinbefore set forth. The Bonds or portions of bonds to be redeemed shall be selected by lot.

B. OPTIONAL REDEMPTION. The Bonds are not subject to optional redemption prior to maturity.

INTEREST RATE AND BIDDING DETAILS: The Bonds shall bear interest at a rate or rates not exceeding 5% per annum, to be fixed by the bids therefor, expressed in multiples of 1/8 or 1/20 of 1%, or both. The interest on any one bond shall be at one rate only and all bonds maturing in any one year must carry the same interest rate. The interest rate borne by bonds maturing in any one year shall not be less than the interest rate borne by the Bonds maturing the preceding year. No proposal for the purchase of less than all of the Bonds or at a price less than 98% of their par value will be considered.

BOOK-ENTRY-ONLY: The Bonds will be issued in book-entry-only form as one fully-registered bond per maturity and will be registered in the name of Cede & Co., as nominee for The Depository Trust Company ("DTC"), New York, New York. DTC will act as securities depository for the Bonds. Purchase of the Bonds will be made in book-entry-only form, in the denomination of \$5,000 or any multiple thereof. Purchasers will not receive certificates representing their interest in bonds purchased. The Bonds will not be issued in book-entry form if the purchaser is willing to accept physical delivery of the Bonds in denominations equal to the aggregate principal amount for each maturity and, if necessary, transfer the Bonds only in such denominations. If requested by the purchaser of the Bonds and determined by an authorized officer of the Township, the Bonds may be issued in the form of a single bond with an exhibit containing the principal maturity amounts and applicable interest rates and due dates. The book-entry-only system is described further in the preliminary official statement for the Bonds.

BOND REGISTRAR AND PAYING AGENT: The Bonds shall be payable as to principal in lawful money of the United States upon surrender thereof at the corporate trust office of _____, _____, Michigan, the bond registrar and paying agent. Interest shall be paid to the registered owner of each bond as shown on the registration books at the close of business on the 15th day of the calendar month preceding the month in which the interest payment is due. Interest shall be paid when due by check or draft drawn upon and mailed by the bond registrar and paying agent to the registered owner at the registered address. As long as

DTC, or its nominee Cede & Co., is the registered owner of the Bonds, payments will be made directly to such registered owner. Disbursement of such payments to DTC participants is the responsibility of DTC and disbursement of such payments to the beneficial owners of the Bonds is the responsibility of DTC participants and indirect participants as described in the preliminary official statement for the Bonds. The Township from time to time as required may designate a successor bond registrar and paying agent. Alternatively, a Township official may serve as bond registrar and paying agent for the Bonds.

PURPOSE AND SECURITY: The Bonds are to be issued pursuant to the provisions of Act 359, Public Acts of Michigan, 1947, as amended, to defray all or part of cost of designing, acquiring, constructing, improving, repairing, and maintaining streets and related improvements within the Township. The issuance of the Bonds was approved at an election on August 6, 2019. The full faith and credit of the Township have been pledged to the prompt payment of the principal of and interest on the Bonds as and when due, and the Township will levy ad valorem taxes, without limitation as to rate or amount, to the extent necessary for the payment of such principal and interest.

ADJUSTMENT IN PRINCIPAL AMOUNT: Following receipt of bids and prior to final award, the Township reserves the right to decrease the principal amount of the Bonds. Such adjustment, if necessary, will be made in increments of \$5,000, and may be made in one or more maturities. The purchase price will be adjusted proportionately to the decrease in the principal amount of the Bonds, but the interest rates specified by the successful bidder will not change. The successful bidder may not withdraw its bid as a result of any changes made as provided in this paragraph.

GOOD FAITH: A good faith deposit in the form of a certified or cashier's check drawn upon an incorporated bank or trust company, or wire transfer, in the amount of \$_____ payable to the order of the Township will be required of the successful bidder. If a check is used, it must accompany the bid. If a wire transfer is used, the successful bidder is required to wire its good faith deposit to the Township not later than Noon, Eastern Standard Time, on the next business day following the sale using the wire instructions provided by the Municipal Advisor. The good faith deposit will be applied to the purchase price of the Bonds. In the event the purchaser fails to honor its accepted bid, the good faith deposit will be retained by the Township. No interest shall be allowed on the good faith deposit, and checks of the unsuccessful bidders will be promptly returned to such bidder's representative or by registered mail. The good faith check of the successful bidder will be cashed and payment for the balance of the purchase price of the Bonds shall be made at the closing.

AWARD OF BONDS: The Bonds will be awarded to the bidder whose bid produces the lowest true interest cost to the Township. True interest cost shall be computed by determining the annual interest rate (compounded semiannually) necessary to discount the debt service payments on the Bonds from the payment dates thereof to _____, 2019, and to the price bid.

LEGAL OPINION: Bids shall be conditioned upon the approving opinion of Dickinson Wright PLLC, attorneys of Grand Rapids, Michigan, the original of which will be furnished without expense to the purchaser at the delivery of the Bonds. The fees of Dickinson Wright PLLC for services rendered in connection with such approving opinion are expected to be paid from bond proceeds. Except to the extent necessary to issue its approving opinion as to the validity of the

above bonds, Dickinson Wright PLLC has made no inquiry as to any financial information, statements or material contained in any financial documents, statements or materials that have been or may be furnished in connection with the authorization, issuance or marketing of the Bonds and, accordingly, will not express any opinion with respect to the accuracy or completeness of any such financial information, statements or materials. In submitting a bid, the bidder agrees to the representation of the Township by Dickinson Wright PLLC, notwithstanding any representation of the bidder by Dickinson Wright PLLC, in connection with any matters unrelated to sale of the Bonds by the Township.

TAX MATTERS: The approving opinion will include an opinion to the effect that under existing law, as enacted and construed on the date of the initial delivery of the Bonds, the interest on the Bonds is excluded from gross income for federal income tax purposes. Interest on the Bonds is not an item of tax preference for purposes of the federal alternative minimum tax. The opinion set forth above will be subject to the condition that the Township comply with all requirements of the Internal Revenue Code of 1986, as amended (the "Code"), that must be satisfied subsequent to the issuance of the Bonds in order that interest thereon be (or continue to be) excluded from gross income for federal income tax purposes. Failure to comply with certain of such requirements could cause the interest on the Bonds to be included in gross income retroactive to the date of issuance of the Bonds. The Township has covenanted to comply with all such requirements. The opinion will express no opinion regarding other federal tax consequences arising with respect to the Bonds.

If the successful bidder will obtain a municipal bond insurance policy or other credit enhancement for the Bonds in connection with their original issuance at its expense, the successful bidder will be required, as a condition of delivery of the Bonds, to certify that the premium therefor will be less than the present value of the interest expected to be saved as a result of such insurance or other credit enhancement. The form of an acceptable certificate will be provided by bond counsel.

In addition, the approving opinion will include an opinion to the effect that under existing law, as enacted and construed on the date of the initial delivery of the Bonds, the Bonds and the interest thereon are exempt from all taxation by the State of Michigan or a political subdivision thereof, except estate taxes and taxes on gains realized from the sale, payment or other disposition thereof.

ISSUE PRICE: The winning bidder shall assist the Township in establishing the issue price of the Bonds and shall execute and deliver to the Township at Closing an "issue price" or similar certificate setting forth the reasonably expected initial offering price to the public or the sales price or prices of the Bonds, together with the supporting pricing wires or equivalent communications, substantially in the form provided by Bond Counsel, with such modifications as may be appropriate or necessary, in the reasonable judgment of the winning bidder, the Township and Bond Counsel. All actions to be taken by the Township under this Notice of Sale to establish the issue price of the Bonds may be taken on behalf of the Township by the Township's Municipal Advisor identified herein and any notice or report to be provided to the Township may be provided to the Township's Municipal Advisor.

The Township intends that the provisions of Treasury Regulation Section 1.148-1(f)(3)(i) (defining “competitive sale” for purposes of establishing the issue price of the Bonds) will apply to the initial sale of the Bonds (the “competitive sale requirements”) because:

- (1) the Township is disseminating this Notice of Sale to potential underwriters in a manner that is reasonably designed to reach potential underwriters;
- (2) all bidders shall have an equal opportunity to bid;
- (3) the Township anticipates receiving bids from at least three underwriters of municipal bonds who have established industry reputations for underwriting new issuances of municipal bonds; and
- (4) the Township anticipates awarding the sale of the Bonds to the bidder who submits a firm offer to purchase the Bonds at the lowest true interest cost, as set forth in this Notice of Sale.

Any bid submitted pursuant to this Notice of Sale shall be considered a firm offer for the purchase of the Bonds, as specified in the bid.

In the event that competitive sale requirements are satisfied, the winning bidder shall be expected to certify as to the reasonably expected initial offering price of the Bonds to the public.

In the event that the competitive sale requirements are not satisfied, the Township shall so advise the winning bidder. The Township shall treat (i) the first price at which 10% of a maturity of the Bonds (the “10% test”) is sold to the public as of the sale date as the issue price of that maturity and (ii) the initial offering price to the public as of the sale date of any maturity of the Bonds not satisfying the 10% test as of the sale date as the issue price of that maturity (the “hold-the-offering-price rule”), in each case applied on a maturity-by-maturity basis (and if different interest rates apply within a maturity, to each separate CUSIP number within that maturity). The winning bidder shall advise the Township if any maturity of the Bonds satisfies the 10% test as of the date and time of the award of the Bonds. Any maturity of the Bonds (and if different interest rates apply within a maturity, to each separate CUSIP number within that maturity) that does not satisfy the 10% test as of the date and time of the award of the Bonds shall be subject to the hold-the-offering-price rule. Bids will not be subject to cancellation in the event that any maturity of the Bonds is subject to the hold-the-offering-price rule. Bidders should prepare their bids on the assumption that some or all of the maturities of the Bonds will be subject to the hold-the-offering-price rule in order to establish the issue price of the Bonds.

By submitting a bid, each bidder confirms that, except as otherwise provided in its bid, it has an established industry reputation for underwriting new issuances of municipal bonds, and, further, the winning bidder shall (i) confirm that the underwriters have offered or will offer the Bonds to the public on or before the date of award at the offering price or prices (the “initial offering price”), or at the corresponding yield or yields, set forth in the bid submitted by the winning bidder and (ii) agree, on behalf of the underwriters participating in the purchase of the Bonds, that the underwriters will neither offer nor sell unsold bonds of any maturity to which the hold-the-offering-price rule shall apply to any person at a price that is higher than the initial

offering price to the public during the period starting on the sale date and ending on the earlier of the following:

- (1) the close of the fifth (5th) business day after the sale date; or
- (2) the date on which the underwriters have sold at least 10% of that maturity of the Bonds to the public at a price that is no higher than the initial offering price to the public.

The winning bidder shall promptly advise the Township when the underwriters have sold 10% of that maturity of the Bonds to the public at a price that is no higher than the initial offering price to the public, if that occurs prior to the close of the fifth (5th) business day after the sale date.

The Township acknowledges that, in making the representation set forth above, the winning bidder will rely on (i) the agreement of each underwriter to comply with the hold-the-offering-price rule, as set forth in an agreement among underwriters and the related pricing wires, (ii) in the event a selling group has been created in connection with the initial sale of the Bonds to the public, the agreement of each dealer who is a member of the selling group to comply with the hold-the-offering-price rule, as set forth in a selling group agreement and the related pricing wires, and (iii) in the event that an underwriter is a party to a retail distribution agreement that was employed in connection with the initial sale of the Bonds to the public, the agreement of each broker-dealer that is a party to such agreement to comply with the hold-the-offering-price rule, as set forth in the retail distribution agreement and the related pricing wires. The Township further acknowledges that each underwriter shall be solely liable for its failure to comply with its agreement regarding the hold-the-offering-price rule and that no underwriter shall be liable for the failure of any other underwriter, or of any dealer who is a member of a selling group, or of any broker-dealer that is a party to a retail distribution agreement to comply with its corresponding agreement regarding the hold-the-offering-price rule as applicable to the Bonds.

By submitting a bid, each bidder confirms that: (i) any agreement among underwriters, any selling group agreement and each retail distribution agreement (to which the bidder is a party) relating to the initial sale of the Bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter, each dealer who is a member of the selling group, and each broker-dealer that is a party to such retail distribution agreement, as applicable, to comply with the hold-the-offering-price rule if and for so long as directed by the winning bidder and as set forth in the related pricing wires, and (ii) any agreement among underwriters relating to the initial sale of the Bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter that is a party to a retail distribution agreement to be employed in connection with the initial sale of the Bonds to the public to require each broker-dealer that is a party to such retail distribution agreement to comply with the hold-the-offering-price rule if and for so long as directed by the winning bidder or such underwriter and as set forth in the related pricing wires.

Sales of any bonds to any person that is a related party to an underwriter shall not constitute sales to the public for purposes of this Notice of Sale. Further, for purposes of this Notice of Sale:

(i) “public” means any person other than an underwriter or a related party,

(ii) “underwriter” means (A) any person that agrees pursuant to a written contract with the Township (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the Bonds to the public and (B) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (A) to participate in the initial sale of the Bonds to the public (including a member of a selling group or a party to a retail distribution agreement participating in the initial sale of the Bonds to the public),

(iii) a purchaser of any of the Bonds is a “related party” to an underwriter if the underwriter and the purchaser are subject, directly or indirectly, to (A) at least 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (B) more than 50% common ownership of their capital interests or profit interests, if both entities are partnerships (including direct ownership by one partnership of another), or (C) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other), and

(iv) “sale date” means the date that the Bonds are awarded by the Township to the winning bidder.

OFFICIAL STATEMENT: An electronic copy of the Township’s official statement relating to the Bonds may be obtained by contacting the Municipal Advisor at the address referred to below. The official statement is in a form deemed final by the Township for purposes of paragraph (b)(1) of SEC Rule 15c2-12 (the “Rule”), but is subject to revision, amendment and completion in a final official statement.

After the award of the Bonds, the Township will provide on a timely basis copies of a final official statement, as that term is defined in paragraph (e)(3) of the Rule, at the Township’s expense in sufficient quantity to enable the successful bidder or bidders to comply with paragraphs (b)(3) and (b)(4) of the Rule and the rules of the Municipal Securities Rulemaking Board. Requests for such additional copies of the final official statement shall be made to the Municipal Advisor at the address set forth below within 24 hours of the award of the Bonds.

CONTINUING DISCLOSURE: In order to assist bidders in complying with paragraph (b)(5) of the Rule, the Township will undertake, pursuant to a resolution adopted by its governing body and a continuing disclosure certificate, to provide annual reports and notices of certain events. A description of these undertakings is set forth in the preliminary official statement and will also be set forth in the final official statement.

CUSIP: It is anticipated that CUSIP numbers will be printed on the Bonds, but neither the failure to print CUSIP numbers nor any improperly printed CUSIP numbers shall be cause for the purchaser to refuse to take delivery of and pay the purchase price for the Bonds. The CUSIP Service Bureau's charge for the assignment of CUSIP identification numbers shall be paid by the purchaser.

BIDDER CERTIFICATION: NOT “IRAN-LINKED BUSINESS”: By submitting a bid, the bidder shall be deemed to have certified that it is not an “Iran-Linked Business” as defined in Act 517, Public Acts of Michigan, 2012; MCL 129.311 et seq.

DELIVERY OF BONDS: The Township will furnish bonds ready for execution at its expense. Bonds will be delivered without expense to the purchaser through DTC in New York, New York, or such other place or by such other means as may be agreeable to the purchaser and the Township. The usual closing documents, including a continuing disclosure certificate (to the extent that the purchaser is subject to the Rule) and a certificate that no litigation is pending affecting the issuance of the Bonds, will be delivered at the time of the delivery of the Bonds. If the Bonds are not tendered for delivery by twelve o’clock noon, Eastern Standard Time, on the 45th day following the date of sale, or the first business day thereafter if said 45th day is not a business day, the successful bidder on that day, or any time thereafter until delivery of the Bonds, may withdraw its proposal by serving notice of cancellation, in writing, on the undersigned, in which event the Township shall return the good faith deposit. Payment for the Bonds shall be made in Federal Reserve Funds.

THE RIGHT IS RESERVED TO REJECT ANY OR ALL BIDS.

ENVELOPES containing the bids should be plainly marked “Proposal for Bonds.”

MUNICIPAL ADVISOR: Further information regarding the Bonds may be obtained from Robert W. Baird & Co., 1001 Bay Street, Traverse City, Michigan 49684. Telephone: (231) 933-8850.

Brett Dreyfus, Clerk
Charter Township of Meridian

**Charter Township of Meridian
Unlimited Tax General Obligation Bonds, Series 2019**

Proposed Schedule of Events

August 2019							September 2019							October 2019							November 2019						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5						1	2
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30

<u>Date</u>	<u>Event</u>
August 12, 2019	Baird requests schedule of information from Township to draft Preliminary Official Statement (POS)
August 22, 2019	Township returns schedule of information to Baird
August 30, 2019	Baird distributes initial draft of POS to working group for comments
September 2, 2019	Labor Day holiday
September 3, 2019	Township adopts the Bond Authorizing Resolution
September 11, 2019	Working group provides Baird with comments on draft of POS
September 13, 2019	Baird requests S & P rating
September 26, 2019	Rating preparation call with Township and Baird. 2:00 p.m. (ET)
October 2, 2019	Rating conference call with S & P, Township and Baird. Time to be determined.
Week of October 7th	Due Diligence conference call – Township, Baird and Bond Counsel
October 10, 2019	Baird receives rating from S & P
October 11, 2019	Baird distributes Preliminary Official Statement
October 14, 2019	Notice of Sale published for the Bonds
October 22, 2019	Competitive sale at 1:30 p.m. (ET)
October 23, 2019	Baird distributes draft of the closing letter and Final Official Statement
October 28, 2019	Baird prints and distributes Final Official Statement
November 5, 2019	Township Board approves millage for December 1, 2019 levy
November 13, 2019	Closing





To: Township Board

From: Mark Kieselbach, Director of Community Planning and Development
Justin Quagliata, Assistant Planner

Date: August 30, 2019

Re: Special Use Permit #19121 Woodward Way

Woodward Limited Dividend Housing Association has requested a special use permit (SUP) to construct a group of buildings totaling 52,861 square feet in size on the north 4.37 acres of Parcel Number 17-377-031. The RC (Multiple Family, maximum 14 dwelling units per acre) zoned subject site is located east of Sirhal Drive, north of Whole Foods, and west of Greencliff Drive.

The applicant received SUP approval (SUP #19111) from the Planning Commission on August 26, 2019 to construct a 49-unit townhouse and apartment complex comprised of four buildings. The Planning Commission held the public hearing on SUP #19121 at its July 22, 2019 meeting and voted to recommend approval at the August 26, 2019 meeting, citing the following reasons for its decision:

- The subject site is appropriately zoned RC (Multiple Family), which permits the construction of a group of buildings greater than 25,000 square feet in floor area by special use permit.
- The proposed housing project is consistent with the conditions established in Rezoning #19010.
- The proposed housing project meets the design standards of the RC (Multiple Family) zoning district listed in Section 86-376(g) of the Code of Ordinances.
- The proposed project is consistent with the general standards for granting a special use permit found in Section 86-126 of the Code of Ordinances.
- Public water and sanitary sewer services serve the subject site.

Staff memorandums outlining the special use permit and minutes from the Planning Commission meetings at which the special use permit was discussed are attached for the Board's review. The staff reports for Special Use Permit #19111 are attached for a more complete overview of the project.

Township Board Options

The Township Board may approve or deny the special use permit. If the Board amends the proposal, the request may be referred back to the Planning Commission for a recommendation. A resolution will be provided at a future meeting.

**Special Use Permit #19121 (Woodward Limited Dividend Housing Association)
Township Board (September 3, 2019)
Page 2**

Attachments

1. Staff memorandums dated July 19, 2019, August 8, 2019, and August 23, 2019 with attachments.
2. Special Use Permit #19111 staff memorandums dated July 19, 2019 and August 23, 2019 with attachments.
3. Resolution recommending approval of Special Use Permit #19121 dated August 26, 2019.
4. Planning Commission minutes dated July 22, 2019 (public hearing), August 12, 2019 (discussion), and August 26, 2019 (decision).

G:\Community Planning & Development\Planning\SPECIAL USE PERMITS (SUP)\2019\SUP 19121 (Woodward Limited Dividend Housing Association)\SUP 19121.tb1.doc



To: Planning Commission

From: Peter Menser, Principal Planner
Justin Quagliata, Assistant Planner

Date: July 19, 2019

Re: Special Use Permit #19121 (Woodward Limited Dividend Housing Association), construct a group of buildings greater than 25,000 square feet in size on an undeveloped parcel identified as Parcel Number 17-377-031.

Woodward Limited Dividend Housing Association has requested a special use permit to construct a group of buildings greater than 25,000 square feet in size on the north 4.37 acres of Parcel Number 17-377-031. The subject site is zoned RC (Multiple Family, maximum 14 units per acre) and located east of Sirhal Drive, north of Whole Foods, and west of Greencliff Drive. The proposed project is a 49-unit townhouse and apartment complex comprised of four buildings totaling 53,353 square feet in size.

In addition to the special use permit request to construct the multiple family housing development (SUP #19111), a special use permit is required for constructing a building totaling more than 25,000 square feet in gross floor area (SUP #19121). The special use permits are being processed concurrently. This staff report focuses on the special use permit for construction of a group of buildings greater than 25,000 square feet in gross floor area. The staff report for SUP #19111 should be referenced for a more complete overview of the project.

The construction of any building or group of buildings with a combined gross floor area greater than 25,000 square feet requires a special use permit due to the significant impact such development may have upon adjacent property owners, neighborhoods, and public infrastructure. The Code of Ordinances requires the special use permit to ensure public utilities, roads, and other infrastructure systems are or will be adequate to support the proposed development.

Staff Analysis

The special use permit review criteria found in Section 86-126 of the Code of Ordinances should be used when evaluating the proposed special use permit. The Planning Commission makes a recommendation on the SUP request and the Township Board has final approval.

Planning Commission Options

The Planning Commission may recommend approval, approval with conditions, or denial of the proposed special use permit. A resolution will be provided at a future meeting.

Attachment

1. Special use permit application.

RECEIVED
JUN 25 2019

CHARTER TOWNSHIP OF MERIDIAN
DEPARTMENT OF COMMUNITY PLANNING AND DEVELOPMENT
5151 MARSH ROAD, OKEMOS, MI 48864
PLANNING DIVISION PHONE: (517) 853-4560, FAX: (517) 853-4095

SPECIAL USE PERMIT APPLICATION

Before submitting this application for review, an applicant may meet with the Director of Community Planning and Development to discuss the requirements for a special use permit and/or submit a conceptual plan for review to have preliminary technical deficiencies addressed prior to submittal of the application. If the property or land use is located in the following zoning districts RD, RC, RCC, RN then the applicant must meet with the Planning Director to discuss technical difficulties before filing a formal application.

Part I

- A. Applicant Woodward Limited Dividend Housing Assoc % Frank Figate
Address of Applicant 500 S Front Street 10th Floor Columbus Ohio 43215
Telephone - Work 614-396-3204 Home 614-406-2931 Fax _____ Email f.figate@wodn.com
Interest in property (circle one): Owner Tenant Option Other wodn group. com
(Please attach a list of all persons with an ownership interest in the property.)
- B. Site address / location / parcel number East of 2790 Sigval Di East Lansing 48823
Legal description (please attach if necessary) ATTACHED Parcel ID: 17-377-031
Current zoning RC- multi family
Use for which permit is requested / project name _____
Corresponding ordinance number _____
- C. Developer (if different than applicant) Woodward Companies % Frank Figate
Address 500 S Front 10th Floor Columbus Oh. 43215
Telephone - Work 614-396-3204 Home 614-406-2931 Fax _____
- D. Architect, Engineer Planner or Surveyor responsible for design of project if different from applicant:
Name PCT DESIGN
Address 500 S Front Suite 975 Columbus O. 43215
Telephone - Work 614-396-5265 Home _____ Fax _____
- E. Acreage of all parcels in the project: Gross 4.3 Acres Net _____
- F. Explain the project and development phases:
- G. Total number of:
Existing: structures 0 bedrooms - offices - parking spaces - carports - garages -
Proposed: structures 4 bedrooms 97 offices 1 parking spaces 104 carports 0 garages 0
- H. Square footage: existing buildings 0 proposed buildings 4
Usable Floor area: existing buildings 0 proposed buildings 47,371
- I. If employees will work on the site, state the number of full time and part time employees working per shift and hours of operation: 2 Full time employees when constructed 8-5-M-F
- J. Existing Recreation: Type NONE Acreage _____
Proposed Recreation: Type GREEN SPACE / lot / lot / galley Acreage _____
Existing Open Space: Type All Acreage 4.3 Acres
Proposed Open Space: Type 49% - OPEN GREEN SPACE Acreage 2.0 ±

K. If Multiple Housing:

Total acres of property	<u>4.3</u>		
Acres in floodplain	<u>0</u>	Percent of total	<u>0</u>
Acres in wetland (not in floodplain)	<u>0</u>	Percent of total	<u>0</u>
Total dwelling units	<u>49</u>		

Dwelling unit mix:

Number of single family detached:	for Rent	<u>-</u>	Condo	<u>-</u>
Number of duplexes:	for Rent	<u>-</u>	Condo	<u>-</u>
Number of townhouses:	for Rent	<u>49</u>	Condo	<u>-</u>
Number of garden style apartments:	for Rent	<u>-</u>	Condo	<u>-</u>
Number of other dwellings:	for Rent	<u>-</u>	Condo	<u>-</u>

L. The following support materials must be submitted with the application: - Attaches

1. Nonrefundable Fee. - Check # 1078
2. Legal Description of the property.
3. Evidence of fee or other ownership of the property.
4. Site Plan containing the information listed in the attachment to this application.
5. Architectural sketches showing all sides and elevations of the proposed buildings or structures, including the project entrance, as they will appear upon completion. The sketches should be accompanied by material samples or a display board of the proposed exterior materials and colors.
6. A Traffic Study, prepared by a qualified traffic engineer, based on the most current edition of *Evaluating Traffic Impact Studies: A Recommended Practice for Michigan Communities*, published by the State Department of Transportation.
 - a. A traffic assessment will be required for the following:
 - 1) New special uses which could, or expansion or change of an existing special use where increase in intensity would, generate between 50 to 99 directional trips during a peak hour of traffic.
 - 2) All other special uses requiring a traffic assessment as specified in the Township Code of Ordinances, Chapter 86, Article IV, Division 2.
 - b. A traffic impact study will be required for the following:
 - 1) New special uses which would, or expansion or change of an existing special use where increase in intensity would, generate over 100 directional trips or more during a peak hour of traffic, or over 750 trips on an average day.
 - 2) All other special uses requiring a traffic assessment as specified in the Township Code of Ordinances, Chapter 86, Article IV, Division 2.
7. Natural features assessment which includes a written description of the anticipated impacts on the natural features at each phase and at project completion that contains the following:
 - a. An inventory of natural features proposed to be retained, removed, or modified. Natural features shall include, but are not limited to, wetlands, significant stands of trees or individual trees greater than 12 inches dbh, floodways, floodplains, waterbodies, identified groundwater vulnerable areas, slopes greater than 20 percent, ravines, and vegetative cover types with potential to sustain significant or endangered wildlife.
 - b. Description of the impacts on natural features.
 - c. Description of any proposed efforts to mitigate any negative impacts.

The natural features assessment may be waived by the Director of Community Planning and Development in certain circumstances.

Part II

SUP REQUEST STANDARDS
Township Code of Ordinances, Section 86-126

Applications for Special Land Uses will be reviewed with the standards stated below. An application that complies with the standards stated in the Township Ordinance, conditions imposed pursuant to the Ordinance, other applicable Ordinances, and State and Federal statutes will be approved. Your responses to the questions below will assist the Planning Commission in its review of your application.

- (1) The project is consistent with the intent and purposes of this chapter.
- (2) The project is consistent with applicable land use policies contained in the Township's Master Plan of current adoption.
- (3) The project is designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such a use will not change the essential character of the same area.
- (4) The project will not adversely affect or be hazardous to existing neighboring uses.
- (5) The project will not be detrimental to the economic welfare of surrounding properties or the community.
- (6) The project is adequately served by public facilities, such as existing roads, schools, stormwater drainage, public safety, public transportation, and public recreation, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide any such service.
- (7) The project is adequately served by public sanitation facilities if so designed. If on-site sanitation facilities for sewage disposal, potable water supply, and storm water are proposed, they shall be properly designed and capable of handling the longterm needs of the proposed project.
- (8) The project will not involve uses, activities, processes, materials, and equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.
- (9) The project will not directly or indirectly have a substantial adverse impact on the natural resources of the Township, including, but not limited to, prime agricultural soils, water recharge areas, lakes, rivers, streams, major forests, wetlands, and wildlife areas.

Part III

I (we) hereby grant permission for members of the Charter Township of Meridian's Boards and/or Commissions, Township staff member(s) and the Township's representatives or experts the right to enter onto the above described property (or as described in the attached information) in my (our) absence for the purpose of gathering information including but not limited to the taking and the use of photographs.

Yes No (Please check one)

By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate

[Signature]
Signature of Applicant

6-22-2019
Date

FRANK FUGATE
Type/Print Name

Fee: \$540

Received by/Date: [Signature] 6-25-19

L Support Materials and Part II

RECEIVED

JUN 25 2019

- 1) Provided
- 2) Provided
- 3) Provided
- 4) Provided
- 5) Provided
- 6) Traffic Study dated April, from: Monument Engineering
 - a) Traffic Assessment required for 50 to 99 peak directional trips
Attached memo only shows 26 AM and 34 PM trips
 - b) A traffic impact study will be required
 - 1) 100 directional trips or over 750 per day

Note: Traffic Site Generation shows 53 units shows a lower peak trips than single family.

7) Natural features assessment which includes a written description of the anticipated impacts on the natural features at each phase and at project completion that contains the following:

- a) Provided is an Inventory of natural features to be retained, removed or modified.

This is the redevelopment of a closed trailer park, containing the existing roads/ curbs trailer pads, underground utilities and other construction materials from the Whole Food development will be removed. Along the 3 current residential property lines the existing trees over 12 inches in the 25-foot set back will be maintained as long as they are quality healthy trees as determined by a professional. It appears a lot of these trees have been compromised and are lesser desirable species as urban trees. Along the southern property line are very few trees. Again, any trees determined desirable not in the way of construction will be preserved. Some species recognized on the property include mulberry, locust, maple, cottonwood, spruce, green ash, walnut and Siberian Elm. Generally, the trees are in poor condition and mostly located in the 25 foot set back. There are a few pockets of trees in the center of the property. Two maps provided one winter one summer.

The site has no floodways, flood plains, wetlands, water bodies identified groundwater vulnerable areas no slopes, ravines and vegetative cover to sustain significant or endangered wildlife. The site is basically flat with a low grade from North to south.

Being a LEED Green developer, attention will be paid to recycling the existing material protecting the trees and design/ build energy efficient buildings. The landscaping will utilize native species for them to be sustained naturally. Calculations from the architect measuring hard surfaces show 49.8% of the property will be soft surface/ green space.

- b) Currently the site has concrete roads, trailer pads, curbs, sidewalks and construction debris along with the underground utilities. The site has few natural features that will be

impacted. The benefit will be removing all the waste, concrete, dead trees and repurpose waste material.

c) To mitigate any negative impacts, Woda Construction will be on site to supervisor contractors and will have identified natural features, and create a grading plan, marking desirable trees to protect them.

M) Specific information asked by the Director.

N) In addition, for zoning district RC the following is required:

1) USGS contours are provided, since the site is so flat the proposed contours will be similar. USGS map attached.

2) The adopted township water and sewer standards will be met. Included is a letter from township Engineer stating there is both adequate sewer and water capacity to the site.

3) Ten copies of a report defining the scope of the project:

4) Attached seven copies of the project plan 24 X 36.

O) Not applicable

P) Not applicable

Q) Not applicable

R) In addition to the above requirements the Townships of Ordinances, Article VI should be reviewed since the total development buildings are over 25,000 square feet. The Planning commission will review the development and will make recommendations to the Township Board for their consideration. The developments total building square footage is 53,294 square foot including stairs and storage areas. The square footage of the living area is 47,371 square feet.

Part II

RECEIVED
JUN 25 2019

Applications for Special Land Uses will be reviewed with the standard stated below:

1. Project is consistent with the intent and purpose of this chapter:

The use of this development creates a special use in that it is over 25,000 sq. feet the development is 53,294 square feet. Because of zoning conditions set forth: height will be only two stories with a single entrance from Sirhal and conditioned to 49 units. The design will not have negative on adjacent land, affect the health, safety and general welfare of the community. The development is below the allowable 14 units per acre and the traffic will be minimally impacted.

2. Project is consistent with applicable land use policies contained in the Townships Master Plan.

The general architectural standards that are encouraged in the master plan we will incorporate many of these and others in our designs. Exterior finishes include brick, stone cementitious siding and other natural materials. Our architects will use primary natural colors with accent colors and roof slope and shingle color to meet the plan.

The master plan has seven goals as we outlined in the rezoning and this development will meet these criteria being a LEED Green Development

- a. *Preserve and Strengthen residential neighborhoods:* Creating a cluster development, removing blight, in a walkable area creating housing diversity with a middle range of density.
- b. *Preserve Open Space:* The design is to cluster the units towards the front allowing a natural buffer/ greenspace and distance to the existing homes.
- c. *Enhance The viability of Township Business:* The resident make-up of work force housing to create employee for the local's businesses while being a public transportation and a walkable alternative along the Grand River business corridor.
- d. *Maintain and Expand a Diverse Park System:* Our development will provide outdoor space gazebo grilling areas tot lot and residential community garden and encourage the residents by our manager to utilize parks and other amenities such as the farmers market.
- e. *Maintain Essential Public Services:* Attract families with school age students to benefit the closed school. Be walkable/ utilize the public transportation and as an energy efficient development not tax the public As a LEED green developer all appliances are Energy Efficient/ design to silver or higher.
- f. *Provide and support an Efficient safe Environmental Multi-modal Transportation:* Provide a covered bike rack, promote public transportation, and walkability (Note this site has a high walkability score)

- g. *Promote Efficient Sustainable Growth Practices:* This will be a LEED Green Development, is an Ideal infill redevelopment recycling existing material located on the site. (Concrete and trees) Discuss tax incentives for LEED certified or equivalent developments.
- h. *Community Profile; Demographics:* Walkable Communities, suited for growing families, housing diversity and moving forward the Township is aware of a need for Work force housing.

3. Project is designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will change the essential character of the same area.

As we have moved through the process in the last year, our townhome design with one, two- and three-bedroom units, conditioned at 2 story will be a harmonious transition from the multi-story apartment building first proposed with the existing 3 story senior development to the west and the existing commercial properties along Grand River Blvd. again over 49 % of the site will be soft surface or greenspace will create a harmonious appearance. Two story townhome design along the southern border the density will be away from the existing residential more towards the commercial uses (Wholefoods).

4. Project will not adversely affect or be hazardous to existing neighboring uses.

The development will not adversely affect the area. In our meetings with the neighbors the main concern has been traffic and we have addressed this by reducing the number of units to 49, being a townhome design not exceeding two stories, allowing one entrance on Sirhal.

5. Project will not be detrimental to the economic welfare of surrounding properties or the community.

The development will provide needed work force diversity and a benefit to local business. The property is within 1/10 of a mile to a bus stop and is walkable to many businesses along Grand River Blvd. The development is a proposed 12.5 million investment replacing an abandoned trailer park with concrete waste, dead trees misc. construction waste. As a LEED green development, will have less impact on public services.

6. Project is adequately served by public facilities such as existing roads, schools, storm water drainage, public safety, public transportation and public recreation or that persons or agencies responsible for the establishment of the proposed use shall be able to provide any such service. Attached is a review letter from the city utilities department. The property has

an eight-inch sewer line and a 8 inch water line. At the rear of the property is the Proctor storm sewer.

7. Project is adequately served by public sanitation facilities is so designed. There will be no on-site water or sewage system.

The area is served by local water and sewer to the property.

8. Project will not involve uses activities processes materials and equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare\by reason of excessive production of traffic noise smoke or fumes, glare or odors.

The development will not create any detrimental or adverse conditions. A major concern is traffic, to the Warwick residential neighborhood. Conditions will allow one entrance on to Sirhal, with no through traffic to Greycliff. Traffic memo shows low traffic at peak times are less than single family homes. This area has a high walk score,1/10 mile to public transportation, expensive public parking rates close to campus and being close to commercial amenities has the potential to reduce congestion.

9. Project will not directly or indirectly have a substantial adverse impact on the natural resources of the Township, including but not limited t o prime agricultural soils water recharge areas lakes, rivers, streams, major forests wetlands and wildlife areas

The development is not impacting any of the above-mentioned features and isn't in a flood plain or have any wetlands. Development of the site will clean up concrete, construction debris, underground utilities and dead trees left over from the trailer park and construction of Whole foods.

Part III

Signature line

Special Use Permit Application Attachment

- A) Site Plan
 - a. thorough n. provided on 24 X 36 drawings.

RECEIVED

JUN 25 2019

N-3 Report on the Intent and Scope of the Woodward

The Woodward is located east of 2840 East Grand River Avenue in Meridian Twp. The development will be a 49-unit new construction town home design. The Woodward will be a 12.5 million redevelopment investment of an underutilized and under-taxed blighted former trailer park. We are proposing safe, secure, new construction, energy efficient workforce residential living meaning residents will be less likely to leave the area and enjoy the many conveniences of this walkable area. Woodward will be a general occupancy development for singles, seniors and families with children and it is obvious the community's concern for the future of their children. Providing newly constructed, safe, housing for the city's children in the near-term underscores leadership's commitment to the families/children of Meridian Twp. Workforce families need quality housing that elevates their esteem, stabilizes their families plus stimulates a more comfortable and productive lifestyle. Woda Management & Real Estate will manage the Woodward. Woda Management & Real Estate manages over 12,000 units, across 300 properties with a 97% occupancy rate. Woda Management & Real Estate oversight is three levels: District, Regional, and Local Management along with the same for property maintenance. The Woodward will generate 2 full time employees for management. Property reserves of \$203,000 and will assure quality maintenance with replacement reserves of \$15,900 per annum to sustain the property long-term. Woda will hire locally from the community, utilize apprentice programs, and will hire both local skilled and unskilled workers. In a 2016 construction development in NW Michigan (72-unit, new construction), 32 out of 37 suppliers and sub-contractors were sourced locally or regionally.

The Woodward will be four (4) building community that will feature a total of forty-nine (49) units and ninety-seven (97) bedrooms.

Dimensions of the structures

Building A-1: 182 feet by 58 feet

Building B-2: 237 feet by 29 feet

Building B-3: 237 feet by 29 feet

Building C: 205 feet by 26 feet

The property has three unique building plans. Building A-1 is along the south property line has 8- 2bedroom units and 8- 1 bedroom units with a community space an office for all residents to utilize. The space will also contain a laundry facility and outside tot lot. Building plan B-2 and B-3. Will have 10-2-bedroom units and 2- 3-bedroom units each. The last building type C-4 will have 6- 2bedroom units and 3- 3 bedroom units.

The property has a total of 104 parking spaces, slightly exceeding the required amount of spaces. included will be 16 handicap accessible parking spaces designed for car and van accessible design. The typical parking space is 10 x 20, the typical HDC parking space is 15 x 20 and the van accessible spaces are 18 x 20.

In total there is 52,538 SF of parking and drive area.

The buildings will be constructed using the slab on grade technique with wood framing. The exterior will be faced with a modern, yet timeless facade with a brick veneer base and mix of fiber cement siding. Energy star rated windows and fiberglass insulated doors will provide sustainable benefits to the units. 30-year architectural style anti-fungal shingles will be placed on all the roofs. Overall, these buildings will provide a healthy, quality living for the residents providing a long-term sense of community.



To: Planning Commission

From: Peter Menser, Principal Planner

Date: August 8, 2019

Re: Special Use Permit #19111 & 19121 (Woodward Limited Dividend Housing Association)

The Planning Commission held the public hearings for Special Use Permit #19111 and #19121 at its meeting on July 22, 2019. Since the meeting the applicant has submitted a revised site plan that includes several changes to the layout of the project. The revised site plan was received late in the week and therefore staff has not had time to review it in detail. Additional comments will be provided at the meeting on August 12, 2019 and in a future memorandum.

Planning Commission Options

The Planning Commission may approve, approve with conditions, or deny the special use permit. A resolution will be provided at a future meeting.

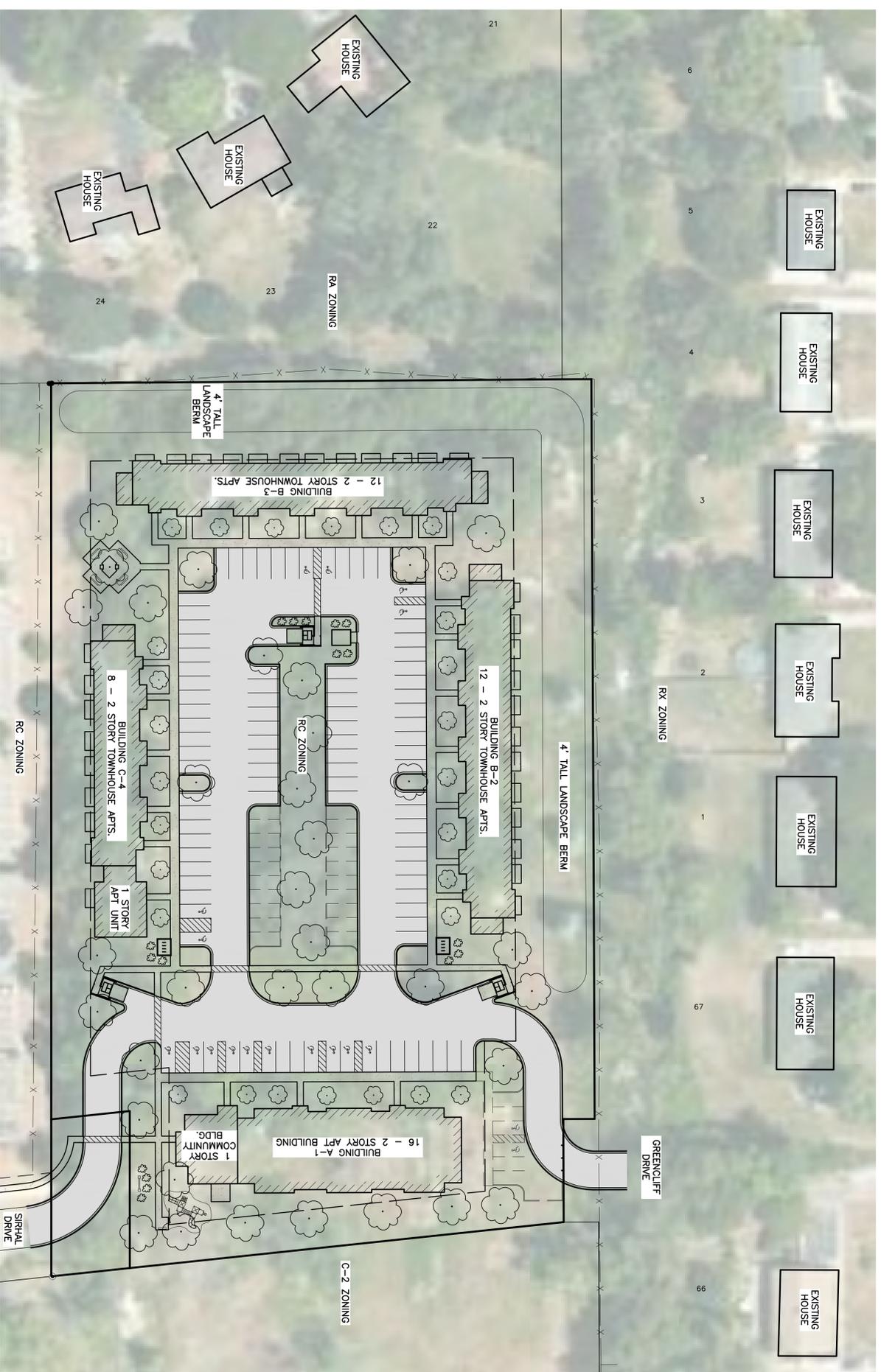
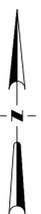
Attachment

1. Revised site plan prepared by Monument Engineering Group Associates, Inc. dated August 7, 2019 and received by the Township on August 8, 2019.

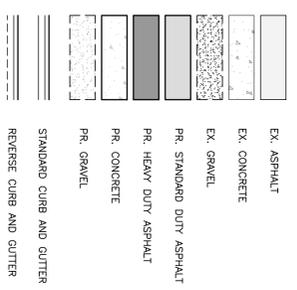
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WOODWARD WAY
SITE PLAN



PAVEMENT LEGEND



ZONING INFORMATION

THIS ZONING INFORMATION IS TAKEN FROM MERIDIAN TOWNSHIP ZONING ORDINANCE
DATED: JANUARY 25, 2019

SUBJECT PARCEL ZONING CLASSIFICATION:
RC

BUILDING SETBACKS:	REQUIRED	PROVIDED
FRONT (WEST):	25'	25'
SIDE (NORTH):	50'	50'
SIDE (SOUTH):	25'	25'
REAR (EAST):	50'	50'

SUBJECT PARCEL AREA: 4.37 ACRES

PROPOSED BUILDING:	AREA
BUILDING A-1:	9,014 SF
BUILDING B-2:	7,109 SF
BUILDING B-3:	7,109 SF
BUILDING C-4:	6,047 SF
MAINTENANCE BLDG:	120 SF

LOT COVERAGE:
UNIT DENSITY: 49 UNITS/4.37 ACRES = 11.21 UNITS/ACRE

BUILDING COVERAGE:
29,399 SF BUILDINGS/190,297 SF PARCEL = 15.45%

IMPERVIOUS SURFACE COVERAGE:
29,399 SF PR. BUILDINGS + 2,363 SF PATIO AREA + 9,959 SF DRIVEWAY + 255 SF CONCRETE CURB + 1,208 SF CURB AND GUTTER + 24,208 SF PAVED DRIVEWAY + 2,075 SF DRIVEWAY AND DRIVEWAY CURB = 47,508 SF IMPERVIOUS SURFACE COVERAGE
91,201 SF IMPERVIOUS/190,297 SF PARCEL = 47.53%

ADJACENT ZONING:
NORTH: RA
SOUTH: C-2
EAST: RX
WEST: RC

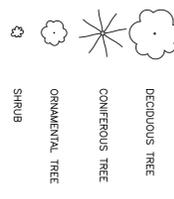
PROPOSED PARKING

2/UNIT PLUS
25% EXPANSION CAPACITY FOR PROPOSED UNITS PLUS
1/2 BICYCLE PARKING SPACES PER UNIT
1/2 BICYCLE PARKING SPACES
49 UNITS X 2 = 98 SPACES PLUS
98 X 25% = 25 EXPANSION CAPACITY SPACES PLUS
1,418 SF COMMUNITY SPACE/200 = 7 SPACES MINUS
16 BICYCLE PARKING SPACES/2 = 8
TOTAL PARKING REQUIRED:
98 + 25 + 7 = 132 PARKING SPACES
97 SPACES AND 25 EXPANSION CAPACITY SPACES
PARKING SPACES: 98
BARRIER FREE PARKING SPACES: 16
EXPANSION PARKING SPACES: 24
TOTAL PARKING PROVIDED:
124 (98 SPACES AND 26 EXPANSION SPACES)

NOTES

1. SIGN TO BE LOCATED AND MEET ALL TOWNSHIP STANDARDS
2. SCREENING SHALL BE PROVIDED FOR ALL MECHANICAL EQUIPMENT.
3. PARKING LOT ISLANDS SHALL BE FINISHED IN GRASS, GROUND COVER OR MULCH.
4. STORM WATER MANAGEMENT TO MEET ALL TOWNSHIP & STATE STORM WATER MANAGEMENT REQUIREMENTS

LANDSCAPE LEGEND



ENGINEERS - SURVEYORS
CONSULTANTS - LAND PLANNERS

MEGA
Associates, Inc.

298 VETERANS DRIVE
MICHIGAN 48816
MONUMENTENGINEERING.COM
OFFICE 517.233.3512
SERVICE DISABLED VETERAN OWNED
SMALL BUSINESS (SDVOSB)

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CLIENT :
WODA COOPER COMPANIES, INC.
500 S FRONT STREET
SUITE 975
COLUMBUS, OH 43215

WOODWARD WAY - SITE PLAN
SIRHAL & GREENCLIFF DRIVES
MERIDIAN TOWNSHIP, MI

PLAN SUBMITTALS/REVISIONS	DATE
PRELIMINARY SITE PLAN LAYOUT	8/07/2019

ORIGINAL ISSUE DATE:
8/07/2019

PROJECT NO.: 19-022

SCALE: 1" = 20'

0 1/2" 1"

FIELD:
DRAWN BY: [Signature]
CHECK BY: AP



To: Planning Commission

From: Peter Menser, Principal Planner
Justin Quagliata, Assistant Planner

Date: August 23, 2019

Re: Special Use Permit #19121 (Woodward Limited Dividend Housing Association), construct a group of buildings greater than 25,000 square feet in size on an undeveloped parcel identified as Parcel Number 17-377-031.

The public hearing for Special Use Permit #19121 was held at the July 22, 2019 Planning Commission meeting. Since the public hearing the applicant has submitted a revised site plan that includes several changes. The proposed 49-unit townhouse and apartment complex comprised of four buildings decreased in size from 53,353 square feet to 52,861 square feet in size, a 492 square foot reduction. The staff report for SUP #19111 should be referenced for a more complete overview of the revised site plan.

At the last meeting the Planning Commission agreed to consider a resolution to recommend approval of the special use permit at its next meeting.

Planning Commission Options

The Planning Commission may recommend approval, approval with conditions, or denial of the proposed special use permit. A resolution to recommend approval of the special use permit to the Township Board is provided.

- **Motion to adopt the resolution recommending approval of Special Use Permit #19121.**

Attachment

1. Resolution to recommend approval.

G:\Community Planning & Development\Planning\SPECIAL USE PERMITS (SUP)\2019\SUP 19121 (Woodward Limited Dividend Housing Association)\SUP 19121.pc3.doc

RESOLUTION TO RECOMMEND APPROVAL

**Special Use Permit #19121
(Woodward Limited Dividend Housing Association)**

RESOLUTION

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 26th day of August, 2019, at 7:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, Woodward Limited Dividend Housing Association has submitted a request to construct a group of buildings greater than 25,000 square feet in size on the north 4.37 acres of Parcel Number 17-377-031; and

WHEREAS, the proposed project is a 49-unit townhouse and apartment complex comprised of four buildings totaling 52,861 square feet in size; and

WHEREAS, a special use permit is required for constructing a group of buildings totaling more than 25,000 square feet in gross floor area; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on July 22, 2019 and has reviewed staff material forwarded under cover memorandums dated July 19, 2019, August 8, 2019, and August 23, 2019; and

WHEREAS, the subject site is appropriately zoned RC (Multiple Family), which permits the construction of a group of buildings greater than 25,000 square feet in floor area by special use permit; and

WHEREAS, the proposed housing project is consistent with the conditions established in Rezoning #19010; and

WHEREAS, the proposed housing project meets the design standards of the RC (Multiple Family) zoning district listed in Section 86-376(g) of the Code of Ordinances; and

WHEREAS, the proposed project is consistent with the general standards for granting a special use permit found in Section 86-126 of the Code of Ordinances; and

WHEREAS, public water and sanitary sewer services serve the subject site.

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Special Use Permit #19121, subject to the following conditions:

**Resolution to Recommend Approval
SUP #19121 (Woodward Limited Dividend Housing Association)**

Page 2

1. Approval is in accordance with the site plan prepared by prepared by Monument Engineering Group Associates, Inc. dated August 7, 2019 (revision date August 21, 2019) and received by the Township on August 22, 2019.
2. Approval of the special use permit is subject to all conditions placed on Special Use Permit #19111 by the Planning Commission.
3. Any future building additions will require an amendment to the special use permit.

ADOPTED: YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Chair of the Planning Commission of the Charter Township Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Planning Commission on the 26th day of August, 2019.

John Scott-Craig
Planning Commission Chair



To: Planning Commission

From: Peter Menser, Principal Planner
Justin Quagliata, Assistant Planner

Date: July 19, 2019

Re: Special Use Permit #19111 (Woodward Limited Dividend Housing Association), construct a 49-unit townhouse and apartment complex comprised of four buildings totaling 53,353 square feet on the north 4.37 acres of an undeveloped parcel identified as Parcel Number 17-377-031.

Woodward Limited Dividend Housing Association has requested a special use permit to construct a 49-unit townhouse and apartment complex comprised of four buildings totaling approximately 53,353 square feet in size on the north 4.37 acres of Parcel Number 17-377-031. The project site is zoned RC (Multiple Family, maximum 14 units per acre) and located east of Sirhal Drive, north of Whole Foods, and west of Greycliff Drive. In addition to the special use permit for the multiple family housing development, a special use permit is required to construct a group of buildings greater than 25,000 square feet in gross floor area (SUP #19121). The special use permits are being processed concurrently.

The following table summarizes the number and type of unit located within each building:

	Building size (sq. ft.)	No. of units	1 bedroom/ 1 bathroom	2 bedroom/ 1.5 bathroom	3 bedroom/ 2 bathroom
Building A-1	16,230	16	8 (686 sq. ft./unit)	8 (894 sq. ft./unit)	0
Building B-2	13,374	12	0	10 (1,020 sq. ft./unit)	2 (1,176 sq. ft./unit)
Building B-3	13,374	12	0	10 (1,020 sq. ft./unit)	2 (1,176 sq. ft./unit)
Building C-4	10,255	9	0	6 (1,020 sq. ft./unit)	3 (2, 1,176 sq. ft. units & 1, 1,155 sq. ft. unit)

Each building would be two-stories in height and not contain basements. All townhouse units would have a patio in the rear. A 120 square foot maintenance shed would be located north of Building C-4 at the northwest portion of the site.

**Special Use Permit #19111 (Woodward Limited Dividend Housing Association)
Planning Commission (July 22, 2019)
Page 2**

In June 2019 the project site was rezoned (Rezoning #19010) to RC with conditions voluntarily offered by the applicant, which included the following:

- The property will only be developed as an affordable housing development using Michigan State Housing and Development Authority (MSHDA) programs and resources.
- The development will not exceed two stories in height.
- Sirhal Drive will be extended to create one hundred feet of public road frontage and be dedicated to the appropriate public utility.
- The remainder parcel created by the land division will be combined with an adjacent parcel to the west so the division of the property does not create an island parcel.
- The number of units will not exceed 49 allowing for one ingress and egress.

LOCATION MAP



Master Plan

The Future Land Use Map from the 2017 Master Plan designates the subject site in the R2-Residential 0.5 – 3.5 dwelling units per acre category. The applicant is proposing 49 units; with density of 11.21 dwelling units per acre the project is consistent with the maximum permitted for the 4.37 acre site.



FUTURE LAND USE MAP

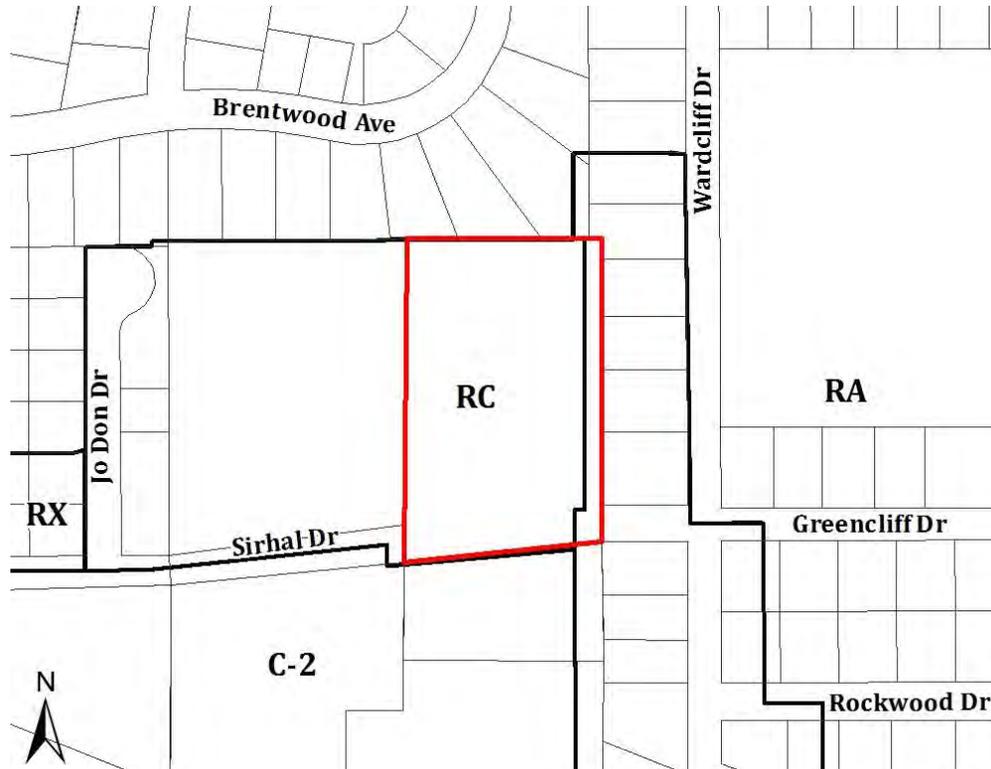


Zoning

The subject site is zoned RC (Multiple Family, maximum 14 units per acre). The applicant will be required to dedicate an additional 50 feet of right-of-way at the east end of Sirhal Drive to the Ingham County Road Department to meet the minimum lot width requirement of 100 feet. There is not a minimum lot area requirement for multiple family residential developments containing three or more units in the RC district. The following table illustrates the minimum lot width and lot area requirements for the RC zoning district.

Zoning District	Lot Width (feet)	Lot Area (square feet)
RC (Multiple Family)	100	11,000 for two families, no minimum for multiple family

ZONING MAP



Physical Features

The site was formerly occupied by Mobile Home Manor and is currently undeveloped. The topography is generally level, with elevations ranging from 842 feet above mean sea level near the northeastern corner of the property and gradually rising to 848 feet above mean sea level at the southern portion of the site. Vegetation mainly consists of overgrown brush. The applicant submitted a tree survey which depicts trees greater than 12 inches in diameter on the property.

The Township Wetland Map and the Flood Insurance Rate Map indicate neither wetlands nor floodplain are present on or near the site. The site has no special designation on the Township Greenspace Plan.

Streets and Traffic

The site fronts on Sirhal Drive and stubbed Greencliff Drive unimproved right-of-way. Both streets are two-lane roads designated as Local Streets on the Street Setbacks and Service Drives Map in the zoning ordinance. Sirhal Drive has curb and gutter east of Jo Don Drive. Greencliff Drive was platted as part of the Eastwood Acres subdivision (1954). The Ingham County Road Department (ICRD) does not have traffic count information for Sirhal Drive or Greencliff Drive.

**Special Use Permit #19111 (Woodward Limited Dividend Housing Association)
 Planning Commission (July 22, 2019)
 Page 5**

The applicant submitted a trip generation analysis which estimates future vehicle trips that could be generated by the proposed development. The Institute of Transportation Engineers (ITE) trip generation rates for Multifamily Housing Low-Rise (Land Use Code 220) were selected to represent the proposed development. The following table summarizes findings from the submitted trip generation analysis.

Description	Size	AM Peak Hour			PM Peak Hour			Weekday
		In	Out	Total	In	Out	Total	
Multifamily Housing (Low-Rise), Code 220	53 Units	6	20	26	21	13	34	360

A traffic assessment is required for new special uses which could generate between 50 and 99 directional trips during morning and afternoon peak hours of traffic. A traffic impact study is required for new special uses which would generate over 100 directional trips during morning and afternoon peak hours of traffic, or over 750 trips on an average day. An average day is the average 24-hour total of all vehicle trips counted to and from a study site from Monday through Friday. Based on the projected traffic volumes neither a traffic assessment nor traffic impact study is required.

CATA bus service is available approximately three-tenths mile south of the site, along Grand River Avenue west of Whole Foods. Route 1 travels to Meridian Mall, Meijer, the Michigan State University campus, and Downtown Lansing.

Public Utilities

Municipal water and sanitary sewer are available to serve the subject site. The location and capacity of utilities will be reviewed in detail during site plan review if the special use permit is approved.

Staff Analysis

The applicant is requesting a special use permit to construct a 49-unit townhouse and apartment complex comprised of four buildings. All multiple family housing projects with more than two units must receive special use permit approval from the Planning Commission. Special use permits for multiple family housing are evaluated using the nine general special use permit criteria listed in Section 86-126 of the zoning ordinance and specific standards for multiple family projects found in Section 86-376.

The RC zoning district allows a maximum density of 14 dwelling units per acre. The applicant is proposing 49 units; with density of 11.21 dwelling units per acre, the project is consistent with the maximum permitted for the 4.37 acre site. Compliance with design standards listed in Section 86-376(g) of the zoning ordinance are shown on the following chart.



Design Objective	Standard	Proposed
Minimum lot width	100 feet	100 feet (with 50 foot Sirhal Drive right-of-way extension)
Maximum building coverage	35%	15.72%
Minimum open space	35%	50.31%
Front yard setback	25 feet	25 feet
Side yard setback	25 feet	80 feet (east) & 25 feet (west)
Rear yard setback	40 feet	110 feet
Distance from a single-family zoning district boundary	50 feet	110 feet (north) & 80 feet (east)
Minimum distance between buildings (when widest dimensions face each other)	60 feet	Bldgs. B-2 & B-3: 55 feet Bldgs. B-3 & C-4: 90 feet
Minimum distance between buildings (when narrowest dimensions face widest dimension)	40 feet	Bldg. A-1 & Bldgs. B-2/B-3: 105 feet
Maximum building height	35 feet	26 feet
Maximum building dimension	200 feet	Bldg. A-1: 182 feet in length Bldg. B-2: 237 feet in length Bldg. B-3: 237 feet in length Bldg. C-4: 205 feet in length

Variances

Zoning Ordinance Section 86-376(f)(1) states the minimum distance between two-story buildings whose widest dimensions face each other is 60 feet. The submitted site plan shows Buildings B-2 and B-3 separated by 55 feet, therefore a five foot variance is required from the Zoning Board of Appeals.

Zoning Ordinance Section 86-376(4)(f)(7)(i) states no entrance to a multiple-family structure containing three or more units shall be located closer to any street, access road, driveway, or parking area than 25 feet. The submitted site plan depicts entrances of Building A-1 located 20 feet from the parking area, entrances of Buildings B-2 and B-3 located 12 feet from the parking area, and entrances of Building C-4 located 10 feet from the parking area, therefore a five foot variance for Building A-1, a 13 foot variance for Buildings B-2 and B-3, and a 15 foot variance for Building C-4 is required from the Zoning Board of Appeals.

Zoning Ordinance Section 86-376(4)(f)(7)(ii) states no multiple-family structure containing three or more units shall be located closer to any street, access road, driveway, or parking area than 20 feet. The submitted site plan depicts the wall of Building C-4 located 15 feet from the parking area and the walls of Buildings B-2 and B-3 located 17 feet from the parking area, therefore a three foot variance for Buildings B-2 and B-3 and a five foot variance for Building C-4 is required from the Zoning Board of Appeals.



Zoning Ordinance Section 86-376(4)(f)(7)(iii) states no single building or connected building may exceed 200 feet in any one dimension, and that all buildings shall be arranged to permit emergency vehicle access, by some practical means, to all sides. The submitted site plan indicates Buildings B-2 and B-3 are 237 feet in length and Building C-4 is 205 feet in length, therefore a 37 foot variance for Buildings B-2 and B-3 and a five foot variance for Building C-4 is required from the Zoning Board of Appeals.

Parking

Zoning Ordinance Section 86-755 states two parking spaces must be provided for each dwelling unit, plus expansion capacity of 25 percent. With 49 units proposed and 1,418 square feet of community/office space 130 parking spaces are required (98 parking spaces for the residential units, seven parking spaces for the community/office space, and 25 parking spaces for the 25 percent expansion capacity). The expansion capacity parking is not required to be built at this time. The applicant must demonstrate the ability to construct the additional parking, in conformance with the zoning ordinance, should the need for more parking arise in the future.

One bicycle parking space must be provided for every ten motor vehicle parking spaces required. With 105 parking spaces required to serve the development (not including expansion capacity parking), 11 bicycle parking spaces are required (six bike racks). The submitted site plan indicates 16 bicycle parking spaces are proposed. The ordinance allows the number of required motor vehicle parking spaces on the site to be reduced by one motor vehicle parking space for every two bicycle parking spaces installed on a site, up to a maximum of 10 percent of the total number of required motor vehicle parking spaces. Using this formula the required number of motor vehicle parking spaces can be reduced by eight spaces. With the allowed reduction granted for bicycle parking, the total required motor vehicle parking is reduced to 97 spaces and 99 are provided.

Zoning Ordinance Section 86-756(10) states where a parking area with a capacity of 50 or more vehicles, or its associated internal access or service drives, adjoins a residential district, a landscaped buffer, at least 40 feet wide, must be provided between the parking area and the adjoining property and a vertical screen must be erected consisting of a masonry wall, plant materials, a landscaped earth berm, or a combination thereof, as appropriate for the site, no less than four feet in height. The parking area along the east property line and the expansion parking area is located 20 feet from the RX (One and Two Family Residential) zoning district, therefore a 20 foot variance is required from the Zoning Board of Appeals.

Zoning Ordinance Section 86-756(14) states where a parking area or its associated internal access or service drives adjoins any nonresidential district, a landscaped buffer, at least 15 feet wide, must be provided between the parking area and the property line and a vertical screen must be erected consisting of a masonry wall, plant material, a landscaped earth berm, or a combination thereof, as appropriate for the site, no less than three feet in height. The submitted site plan shows the parking area along the south property line is located five feet from the C-2 (Commercial) zoning district, therefore a five foot variance is required from the Zoning Board of Appeals.

**Special Use Permit #19111 (Woodward Limited Dividend Housing Association)
Planning Commission (July 22, 2019)
Page 8**

The following list summarizes the required variances:

- Five foot variance for the setback between Buildings B-2 and B-3
- Five foot variance for the setback between entrances to Building A-1 and the parking area
- 13 foot variance for the setback between entrances to Buildings B-2 and B-3 and the parking area
- 15 foot variance for the setback between entrances to Building C-4 and the parking area
- Three foot variance for the setback between the wall of Buildings B-2 and B-3 and the parking area
- Five foot variance for the setback between the wall of Building C-4 and the parking area
- 37 foot variance for the maximum dimension of Buildings B-2 and B-3
- Five foot variance for the maximum dimension of Building C-4
- 20 foot variance for the parking setback from an adjacent residential zoning district
- Five foot variance for the parking setback from an adjacent nonresidential zoning district

The submitted building elevations indicate fiber cement siding is the primary building material with accents of brick veneer surrounding entrance doors. Asphalt shingles would cover the roof.

If the project is approved by the Planning Commission, the applicant will be required to submit for Site Plan Review before work on the project can begin. Site Plan Review is a detailed staff-level analysis of the project which includes reviews of storm water, utilities, landscaping, grading, and other issues to ensure compliance with all applicable ordinances as well as confirmation of approvals from local agencies such as the Ingham County Drain Commissioner's Office and Road Department.

Planning Commission Options

The Planning Commission may approve, approve with conditions, or deny the special use permit. A resolution will be provided at a future meeting.

Attachments

1. Special use permit application dated June 22, 2019 and received by the Township on June 25, 2019.
2. Trip generation analysis prepared by Bergmann Associates dated April 1, 2019 and received by the Township on June 25, 2019.
3. Square footage calculations dated June 12, 2019 and received by the Township on July 18, 2019.
4. Site plans prepared by PCI Design Group, Inc. dated July 15, 2019 and received by the Township on July 18, 2019.
5. Building elevations and and floor plans prepared by PCI Design Group, Inc. dated June 25, 2019 and received by the Township on July 11, 2019.
6. Topographic and tree survey prepared by Monument Engineering Group Associates, Inc. dated July 15, 2019 and received by the Township on July 15, 2019.

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**CHARTER TOWNSHIP OF MERIDIAN
DEPARTMENT OF COMMUNITY PLANNING AND DEVELOPMENT
5151 MARSH ROAD, OKEMOS, MI 48864
PLANNING DIVISION PHONE: (517) 853-4560, FAX: (517) 853-4095**

RECEIVED
JUN 25 2019

SPECIAL USE PERMIT APPLICATION

Before submitting this application for review, an applicant may meet with the Director of Community Planning and Development to discuss the requirements for a special use permit and/or submit a conceptual plan for review to have preliminary technical deficiencies addressed prior to submittal of the application. If the property or land use is located in the following zoning districts RD, RC, RCC, RN then the applicant must meet with the Planning Director to discuss technical difficulties before filing a formal application.

Part I

- A. Applicant Woodward Limited Dividend Housing Assoc % Frank Frigate
 Address of Applicant 500 S Front Street 10th Floor Columbus Ohio 43215
 Telephone - Work 614-396-3204 Home 614-406-2931 Fax _____ Email f.frigate@woda.com
 Interest in property (circle one): Owner Tenant Option Other woda group. com
 (Please attach a list of all persons with an ownership interest in the property.)
- B. Site address / location / parcel number East of 2790 Sigval Di East Lansing 48823
 Legal description (please attach if necessary) ATTACHED Parcel ID: 17-377-031
 Current zoning RC- multi family
 Use for which permit is requested / project name _____
 Corresponding ordinance number _____
- C. Developer (if different than applicant) Woda Cooper Companies % Frank Frigate
 Address 500 S Front 10th floor Columbus Oh 43215
 Telephone - Work 614-396-3204 Home 614-406-2931 Fax _____
- D. Architect, Engineer Planner or Surveyor responsible for design of project if different from applicant:
 Name PCT Design
 Address 500 S Front Suite 975 Columbus O. 43215
 Telephone - Work 614-396-5265 Home _____ Fax _____
- E. Acreage of all parcels in the project: Gross 4.3 Acres Net _____
- F. Explain the project and development phases:
- G. Total number of:
 Existing: structures 0 bedrooms - offices - parking spaces - carports - garages -
 Proposed: structures 4 bedrooms 97 offices 1 parking spaces 104 carports 0 garages 0
- H. Square footage: existing buildings 0 proposed buildings 4
 Usable Floor area: existing buildings 0 proposed buildings 47,371
- I. If employees will work on the site, state the number of full time and part time employees working per shift and hours of operation: 2 Full time employees when constructed 8-5- M-F
- J. Existing Recreation: Type NONE Acreage _____
 Proposed Recreation: Type green space / hot lot / gazebo Acreage _____
 Existing Open Space: Type All Acreage 4.3 Acres
 Proposed Open Space: Type 49% - open green space Acreage 2.0 ±

K. If Multiple Housing:

Total acres of property	<u>4.3</u>		
Acres in floodplain	<u>0</u>	Percent of total	<u>0</u>
Acres in wetland (not in floodplain)	<u>0</u>	Percent of total	<u>0</u>
Total dwelling units	<u>49</u>		

Dwelling unit mix:

Number of single family detached:	for Rent	<u>-</u>	Condo	<u>-</u>
Number of duplexes:	for Rent	<u>-</u>	Condo	<u>-</u>
Number of townhouses:	for Rent	<u>49</u>	Condo	<u>-</u>
Number of garden style apartments:	for Rent	<u>-</u>	Condo	<u>-</u>
Number of other dwellings:	for Rent	<u>-</u>	Condo	<u>-</u>

L. The following support materials must be submitted with the application: - Attached

1. Nonrefundable Fee. - Check # 1078
2. Legal Description of the property.
3. Evidence of fee or other ownership of the property.
4. Site Plan containing the information listed in the attachment to this application.
5. Architectural sketches showing all sides and elevations of the proposed buildings or structures, including the project entrance, as they will appear upon completion. The sketches should be accompanied by material samples or a display board of the proposed exterior materials and colors.
6. A Traffic Study, prepared by a qualified traffic engineer, based on the most current edition of *Evaluating Traffic Impact Studies: A Recommended Practice for Michigan Communities*, published by the State Department of Transportation.
 - a. A traffic assessment will be required for the following:
 - 1) New special uses which could, or expansion or change of an existing special use where increase in intensity would, generate between 50 to 99 directional trips during a peak hour of traffic.
 - 2) All other special uses requiring a traffic assessment as specified in the Township Code of Ordinances, Chapter 86, Article IV, Division 2.
 - b. A traffic impact study will be required for the following:
 - 1) New special uses which would, or expansion or change of an existing special use where increase in intensity would, generate over 100 directional trips or more during a peak hour of traffic, or over 750 trips on an average day.
 - 2) All other special uses requiring a traffic assessment as specified in the Township Code of Ordinances, Chapter 86, Article IV, Division 2.
7. Natural features assessment which includes a written description of the anticipated impacts on the natural features at each phase and at project completion that contains the following:
 - a. An inventory of natural features proposed to be retained, removed, or modified. Natural features shall include, but are not limited to, wetlands, significant stands of trees or individual trees greater than 12 inches dbh, floodways, floodplains, waterbodies, identified groundwater vulnerable areas, slopes greater than 20 percent, ravines, and vegetative cover types with potential to sustain significant or endangered wildlife.
 - b. Description of the impacts on natural features.
 - c. Description of any proposed efforts to mitigate any negative impacts.

The natural features assessment may be waived by the Director of Community Planning and Development in certain circumstances.

Part II

SUP REQUEST STANDARDS
Township Code of Ordinances, Section 86-126

Applications for Special Land Uses will be reviewed with the standards stated below. An application that complies with the standards stated in the Township Ordinance, conditions imposed pursuant to the Ordinance, other applicable Ordinances, and State and Federal statutes will be approved. Your responses to the questions below will assist the Planning Commission in its review of your application.

- (1) The project is consistent with the intent and purposes of this chapter.
- (2) The project is consistent with applicable land use policies contained in the Township's Master Plan of current adoption.
- (3) The project is designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such a use will not change the essential character of the same area.
- (4) The project will not adversely affect or be hazardous to existing neighboring uses.
- (5) The project will not be detrimental to the economic welfare of surrounding properties or the community.
- (6) The project is adequately served by public facilities, such as existing roads, schools, stormwater drainage, public safety, public transportation, and public recreation, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide any such service.
- (7) The project is adequately served by public sanitation facilities if so designed. If on-site sanitation facilities for sewage disposal, potable water supply, and storm water are proposed, they shall be properly designed and capable of handling the longterm needs of the proposed project.
- (8) The project will not involve uses, activities, processes, materials, and equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.
- (9) The project will not directly or indirectly have a substantial adverse impact on the natural resources of the Township, including, but not limited to, prime agricultural soils, water recharge areas, lakes, rivers, streams, major forests, wetlands, and wildlife areas.

Part III

I (we) hereby grant permission for members of the Charter Township of Meridian's Boards and/or Commissions, Township staff member(s) and the Township's representatives or experts the right to enter onto the above described property (or as described in the attached information) in my (our) absence for the purpose of gathering information including but not limited to the taking and the use of photographs.

Yes No (Please check one)

By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate

[Signature]
Signature of Applicant

6-22-2019
Date

FRANK TUGATA
Type/Print Name

Fee: \$540

Received by/Date: [Signature] 6-25-19

L Support Materials and Part II

RECEIVED
JUN 25 2019

- 1) Provided
- 2) Provided
- 3) Provided
- 4) Provided
- 5) Provided
- 6) Traffic Study dated April, from: Monument Engineering
 - a) Traffic Assessment required for 50 to 99 peak directional trips
Attached memo only shows 26 AM and 34 PM trips
 - b) A traffic impact study will be required
 - 1) 100 directional trips or over 750 per day

Note: Traffic Site Generation shows 53 units shows a lower peak trips than single family.

7) Natural features assessment which includes a written description of the anticipated impacts on the natural features at each phase and at project completion that contains the following:

a) Provided is an Inventory of natural features to be retained, removed or modified.

This is the redevelopment of a closed trailer park, containing the existing roads/ curbs trailer pads, underground utilities and other construction materials from the Whole Food development will be removed. Along the 3 current residential property lines the existing trees over 12 inches in the 25-foot set back will be maintained as long as they are quality healthy trees as determined by a professional. It appears a lot of these trees have been compromised and are lesser desirable species as urban trees. Along the southern property line are very few trees. Again, any trees determined desirable not in the way of construction will be preserved. Some species recognized on the property include mulberry, locust, maple, cottonwood, spruce, green ash, walnut and Siberian Elm. Generally, the trees are in poor condition and mostly located in the 25 foot set back. There are a few pockets of trees in the center of the property. Two maps provided one winter one summer.

The site has no floodways, flood plains, wetlands, water bodies identified groundwater vulnerable areas no slopes, ravines and vegetative cover to sustain significant or endangered wildlife. The site is basically flat with a low grade from North to south.

Being a LEED Green developer, attention will be paid to recycling the existing material protecting the trees and design/ build energy efficient buildings. The landscaping will utilize native species for them to be sustained naturally. Calculations from the architect measuring hard surfaces show 49.8% of the property will be soft surface/ green space.

b) Currently the site has concrete roads, trailer pads, curbs, sidewalks and construction debris along with the underground utilities. The site has few natural features that will be

impacted. The benefit will be removing all the waste, concrete, dead trees and repurpose waste material.

c) To mitigate any negative impacts, Woda Construction will be on site to supervisor contractors and will have identified natural features, and create a grading plan, marking desirable trees to protect them.

M) Specific information asked by the Director.

N) In addition, for zoning district RC the following is required:

1) USGS contours are provided, since the site is so flat the proposed contours will be similar. USGS map attached.

2) The adopted township water and sewer standards will be met. Included is a letter from township Engineer stating there is both adequate sewer and water capacity to the site.

3) Ten copies of a report defining the scope of the project:

4) Attached seven copies of the project plan 24 X 36.

O) Not applicable

P) Not applicable

Q) Not applicable

R) In addition to the above requirements the Townships of Ordinances, Article VI should be reviewed since the total development buildings are over 25,000 square feet. The Planning commission will review the development and will make recommendations to the Township Board for their consideration. The developments total building square footage is 53,294 square foot including stairs and storage areas. The square footage of the living area is 47,371 square feet.

Part II

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JUN 25 2019

Applications for Special Land Uses will be reviewed with the standard stated below:

1. Project is consistent with the intent and purpose of this chapter:

The use of this development creates a special use in that it is over 25,000 sq. feet the development is 53,294 square feet. Because of zoning conditions set forth: height will be only two stories with a single entrance from Sirhal and conditioned to 49 units. The design will not have negative on adjacent land, affect the health, safety and general welfare of the community. The development is below the allowable 14 units per acre and the traffic will be minimally impacted.

2. Project is consistent with applicable land use policies contained in the Townships Master Plan.

The general architectural standards that are encouraged in the master plan we will incorporate many of these and others in our designs. Exterior finishes include brick, stone cementitious siding and other natural materials. Our architects will use primary natural colors with accent colors and roof slope and shingle color to meet the plan.

The master plan has seven goals as we outlined in the rezoning and this development will meet these criteria being a LEED Green Development

- a. *Preserve and Strengthen residential neighborhoods:* Creating a cluster development, removing blight, in a walkable area creating housing diversity with a middle range of density.
- b. *Preserve Open Space:* The design is to cluster the units towards the front allowing a natural buffer/ greenspace and distance to the existing homes.
- c. *Enhance The viability of Township Business:* The resident make-up of work force housing to create employee for the local's businesses while being a public transportation and a walkable alternative along the Grand River business corridor.
- d. *Maintain and Expand a Diverse Park System:* Our development will provide outdoor space gazebo grilling areas tot lot and residential community garden and encourage the residents by our manager to utilize parks and other amenities such as the farmers market.
- e. *Maintain Essential Public Services:* Attract families with school age students to benefit the closed school. Be walkable/ utilize the public transportation and as an energy efficient development not tax the public As a LEED green developer all appliances are Energy Efficient/ design to silver or higher.
- f. *Provide and support an Efficient safe Environmental Multi-modal Transportation:* Provide a covered bike rack, promote public transportation, and walkability (Note this site has a high walkability score)

- g. *Promote Efficient Sustainable Growth Practices:* This will be a LEED Green Development, is an Ideal infill redevelopment recycling existing material located on the site. (Concrete and trees) Discuss tax incentives for LEED certified or equivalent developments.
- h. *Community Profile; Demographics:* Walkable Communities, suited for growing families, housing diversity and moving forward the Township is aware of a need for Work force housing.

3. Project is designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will change the essential character of the same area.

As we have moved through the process in the last year, our townhome design with one, two- and three-bedroom units, conditioned at 2 story will be a harmonious transition from the multi-story apartment building first proposed with the existing 3 story senior development to the west and the existing commercial properties along Grand River Blvd. again over 49 % of the site will be soft surface or greenspace will create a harmonious appearance. Two story townhome design along the southern border the density will be away from the existing residential more towards the commercial uses (Wholefoods).

4. Project will not adversely affect or be hazardous to existing neighboring uses.

The development will not adversely affect the area. In our meetings with the neighbors the main concern has been traffic and we have addressed this by reducing the number of units to 49, being a townhome design not exceeding two stories, allowing one entrance on Sirhal.

5. Project will not be detrimental to the economic welfare of surrounding properties or the community.

The development will provide needed work force diversity and a benefit to local business. The property is within 1/10 of a mile to a bus stop and is walkable to many businesses along Grand River Blvd. The development is a proposed 12.5 million investment replacing an abandoned trailer park with concrete waste, dead trees misc. construction waste. As a LEED green development, will have less impact on public services.

6. Project is adequately served by public facilities such as existing roads, schools, storm water drainage, public safety, public transportation and public recreation or that persons or agencies responsible for the establishment of the proposed use shall be able to provide any such service. Attached is a review letter from the city utilities department. The property has

an eight-inch sewer line and a 8 inch water line. At the rear of the property is the Proctor storm sewer.

7. Project is adequately served by public sanitation facilities is so designed. There will be no on-site water or sewage system.

The area is served by local water and sewer to the property.

8. Project will not involve uses activities processes materials and equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare\by reason of excessive production of traffic noise smoke or fumes, glare or odors.

The development will not create any detrimental or adverse conditions. A major concern is traffic, to the Warwick residential neighborhood. Conditions will allow one entrance on to Sirhal, with no through traffic to Greencliff. Traffic memo shows low traffic at peak times are less than single family homes. This area has a high walk score,1/10 mile to public transportation, expensive public parking rates close to campus and being close to commercial amenities has the potential to reduce congestion.

9. Project will not directly or indirectly have a substantial adverse impact on the natural resources of the Township, including but not limited t o prime agricultural soils water recharge areas lakes, rivers, streams, major forests wetlands and wildlife areas

The development is not impacting any of the above-mentioned features and isn't in a flood plain or have any wetlands. Development of the site will clean up concrete, construction debris, underground utilities and dead trees left over from the trailer park and construction of Whole foods.

Part III

Signature line

Special Use Permit Application Attachment

A) Site Plan

- a. thorough n. provided on 24 X 36 drawings.

RECEIVED

JUN 25 2019

N-3 Report on the Intent and Scope of the Woodward

The Woodward is located east of 2840 East Grand River Avenue in Meridian Twp. The development will be a 49-unit new construction town home design. The Woodward will be a 12.5 million redevelopment investment of an underutilized and under-taxed blighted former trailer park. We are proposing safe, secure, new construction, energy efficient workforce residential living meaning residents will be less likely to leave the area and enjoy the many conveniences of this walkable area. Woodward will be a general occupancy development for singles, seniors and families with children and it is obvious the community's concern for the future of their children. Providing newly constructed, safe, housing for the city's children in the near-term underscores leadership's commitment to the families/children of Meridian Twp. Workforce families need quality housing that elevates their esteem, stabilizes their families plus stimulates a more comfortable and productive lifestyle. Woda Management & Real Estate will manage the Woodward. Woda Management & Real Estate manages over 12,000 units, across 300 properties with a 97% occupancy rate. Woda Management & Real Estate oversight is three levels: District, Regional, and Local Management along with the same for property maintenance. The Woodward will generate 2 full time employees for management. Property reserves of \$203,000 and will assure quality maintenance with replacement reserves of \$15,900 per annum to sustain the property long-term. Woda will hire locally from the community, utilize apprentice programs, and will hire both local skilled and unskilled workers. In a 2016 construction development in NW Michigan (72-unit, new construction), 32 out of 37 suppliers and sub-contractors were sourced locally or regionally.

The Woodward will be four (4) building community that will feature a total of forty-nine (49) units and ninety-seven (97) bedrooms.

Dimensions of the structures

Building A-1: 182 feet by 58 feet

Building B-2: 237 feet by 29 feet

Building B-3: 237 feet by 29 feet

Building C: 205 feet by 26 feet

The property has three unique building plans. Building A-1 is along the south property line has 8- 2bedroom units and 8- 1 bedroom units with a community space an office for all residents to utilize. The space will also contain a laundry facility and outside tot lot. Building plan B-2 and B-3. Will have 10-2-bedroom units and 2- 3-bedroom units each. The last building type C-4 will have 6- 2bedroom units and 3- 3 bedroom units.

The property has a total of 104 parking spaces, slightly exceeding the required amount of spaces. included will be 16 handicap accessible parking spaces designed for car and van accessible design. The typical parking space is 10 x 20, the typical HDC parking space is 15 x 20 and the van accessible spaces are 18 x 20.

In total there is 52,538 SF of parking and drive area.

The buildings will be constructed using the slab on grade technique with wood framing. The exterior will be faced with a modern, yet timeless facade with a brick veneer base and mix of fiber cement siding. Energy star rated windows and fiberglass insulated doors will provide sustainable benefits to the units. 30-year architectural style anti-fungal shingles will be placed on all the roofs. Overall, these buildings will provide a healthy, quality living for the residents providing a long-term sense of community.



To: Mr. Frank Fugate
Woda Cooper Companies, Inc.

Re: The Woodward Multi-Family-Meridian Twp, MI
Trip Generation Study

From: Timothy J. Likens, PE, PTOE
Transportation Engineer

Date: April 1, 2019

RECEIVED

JUN 25 2019

In August, 2018 Bergmann provided a memorandum to outline the traffic generation potential for the proposed Woodward multi-family residential development in Meridian Township, Ingham County, Michigan. The project site is located on the north side of Grand River Avenue, directly north of Whole Foods and was previously occupied by the Mobile Home Manor trailer park. The proposed development plans currently include construction of a new two-story, 53-unit multi-family residential development with site access provided via connection to Sirhal Drive and emergency only connection to Greencliff Drive.

Bergmann received input from the Township Planning Department regarding the scope of the original traffic evaluation. Subsequently, the Township requested additional information as outlined in a March 7, 2019 email from the Planning Department to Woda Cooper. The current requirements principally include the following, which are addressed in this memorandum:

- Comparison of trip generation for the existing versus proposed zoning maximum densities; and
- Potential impacts on the adjacent residential streets, specifically considering cut-thru traffic to/from Park Lake Road.

The subject site is approximately 4.6 acres, and is currently zoned RX (Duplex). Under existing zoning, maximum density allowed is 2 units per lot, with a minimum lot size of 11,000 SF, resulting in a maximum density of 36 units for this site. The proposed zoning is RC, allowing for up to 14 units per acre, or a maximum density of 64 units for this site. The site was also formerly occupied by a mobile home park. Aerial imagery from 2005 shows that the density included approximately 50 lots and mobile home trailers on this site.

The potential number of peak hour and daily vehicle trips generated by this site were forecast based on the rates and equations published by the Institute of Transportation Engineers in *Trip Generation, 10th Edition*. The Planning Department has noted some discrepancy in their review of previous trip generation calculations. Although these discrepancies are presumed to be minor based on the size and potential density on the subject parcel, Bergmann cautions against reference to previous versions of *Trip Generation*. According to the current *10th Edition*, "In prior editions [of the manual] multifamily housing sites were further divided into rental and condominium categories. An investigation of vehicle trip data found no clear differences in trip making patterns within the ITE database." Accordingly, the data have been reorganized and should not be compared directly between editions.

ITE publishes average trip generation rates for a wide variety of land uses, as well as regression equations for some. For all of the residential land uses evaluated for this study, the regression equation was determined to be most appropriate based on ITE methodologies outlined in the *ITE Trip Generation Manual*. For Multi-Family Housing, "Low-Rise" (Land Use #220) and "Mid-Rise" (Land Use #221) are most appropriate to the proposed development and relative RC zoning. For the existing RX zoning, there is not an ITE land use that exactly fits two-unit duplexes; whereas the Single Family (Land Use #210) and



multi-family land use categories both have similarities and differences to duplexes. Therefore, both were referenced. The former site use is described by Mobile Home Park (Land Use #240).

The site trip generation forecast is summarized in Table 1. As shown in the upper section, the original study referenced 4-story development (mid-rise); whereas the current proposal is for 2-story development (low-rise). Examination of the trip generation data indicate that low-rise uses are actually forecast to generate slightly conservative forecasts; therefore, the low-rise use was referenced for the comparison of existing versus proposed zoning.

Typically, traffic studies are completed based on the peak hour of adjacent street traffic, when the potential interaction between development ingress / egress and existing adjacent street traffic is greatest. In some instances, the peak hour of the generator is of particular interest, where the use would generate more intense volumes during a time period when adjacent street traffic is below peak. Examples include schools and industrial facilities with shift changes. For residential uses, the peak hour of the generator is typically consistent with the peak hour of adjacent street traffic, associated with normal commuting patterns to/from home and work. For this study, the Township has indicated that the most conservative estimates should be referenced. In this case, the calculated forecasts show no significant difference between the peak hour of the generator and the peak hour of adjacent street traffic.

Table 1: Site Trip Generation

Condition	Land Use	ITE			Average Daily	AM Peak Hour			PM Peak Hour		
		Code	Amount	Units		In	Out	Total	In	Out	Total
Original Study (4-story)	Multi-Family Housing - Mid Rise	221	64	Dwellings	347	6	16	22	18	11	29
Compare (2-story)	Multi-Family Housing - Low Rise	220	64	Dwellings	443	7	24	31	25	15	40

Zoning	Land Use	ITE			Average Daily	AM Peak Hour			PM Peak Hour		
		Code	Amount	Units		In	Out	Total	In	Out	Total
Existing RX Zoning (Max Density)	Duplex	220	36	Dwellings	231	4	14	18	15	9	24
Existing RX Zoning (Max Density)	Single Family	210	36	Dwellings	406	8	22	30	24	14	38
Existing RX Zoning (Former Use)	Mobile Home Park	240	50	Dwellings	434	6	26	32	19	12	31
Proposed RC (Development)	Multi-Family Housing - Low Rise	220	53	Dwellings	360	6	20	26	21	13	34
Proposed RC (Max Density)	Multi-Family Housing - Low Rise	220	64	Dwellings	443	7	24	31	25	15	40
Peak Hour of Generator	Multi-Family Housing - Low Rise	220	64	Dwellings	443	10	27	37	26	18	44

According to Township Ordinance and *Evaluating Traffic Impact Studies, A Recommended Practice for Michigan Communities*, the forecast number of site-generated vehicle trips does not meet the thresholds to require traffic impact analysis or further study, under any of the above scenarios. Site trip generation potential of the site under the existing and proposed zoning classifications is similar. Furthermore, the former occupancy of this site exhibits a slightly higher trip daily generation potential than the maximum allowable density under the proposed zoning and respective development. These results indicate that the proposed project would not fundamentally increase the trip generation characteristics of this site.

Regarding potential increases in adjacent street and neighborhood traffic, the forecast volume of traffic for this site on a daily and peak hour basis is consistent with the trip generation characteristics of the surrounding neighborhoods and land uses. Peak hour directional traffic volumes with this development would be relative to approximately 1 vehicle every 3 minutes, and less during off-peak hours. There is no



compelling evidence from this study that would indicate discernable difference in the volume of traffic on the local road network would materialize as a result of this project.

Although the trip generation potential of this site is not significant, concern has been raised regarding the potential impacts of traffic cutting through the adjacent neighborhoods, particularly to the east. A direct connection of Sirhal Drive and Greencliff Drive would provide an alternate route between Grand River Avenue and Park Lake Road. This route is circuitous and professional experience indicates that vehicle delays and queues on the arterial system would have to be significant to cause cut-through overflow into the local road network. Notwithstanding, a direct connection is not proposed; whereas the connection will pass around a building and through a parking lot within the site. Furthermore, the fire department is amenable to emergency access only to Greencliff Drive. Therefore, traffic will not be able to pass through these neighborhoods between Grand River Avenue and Park Lake Road. There will be no changes to the connectivity with the adjacent road network as compared to existing conditions.

Please direct any questions regarding this memorandum to Bergmann.

Attached: Zoning Map / Density Calculations
 2005 Aerial Imagery

SQUARE FOOTAGE CALCULATIONS

PROJECT: The Woodward
 LOCATION: Meridian Twp. DATE: 7/12/2019

UNIT AREA CALCULATIONS

UNIT TYPE	STORAGE	DECK/BALCONY	COVER PORCH	GARAGE	GROUND FLOOR UNIT LIVING AREA	TOTAL UNIT LIVING AREA ALL FLOORS	UNIT AREA INCLUDING STORAGE & PORCH
1 BR UNIT	11	0	0	0	686	686	697.00
1 BR HC UNIT	11	0	0	0	686	686	697.00
2 BR UNIT	11	0	0	0	894	894	905.00
2 BRHC UNIT	11	0	0	0	894	894	905.00
2BRTH UNIT	12	0	60	0	1020	1020	1,032.00
3BRTH UNIT	12	0	39	0	690	1176	1,188.00
3BR HC UNIT	12	0	82	0	1155	1155	1,167.00
							0.00
							0.00

* NOTE: AREAS ABOVE DO NOT INCLUDE ANY FACE BRICK

COMMUNITY BUILDING/COMMON AREA CALCULATIONS

COMMUNITY SPACE & STAIR AREA	EXERCISE, LIBRARY, LAUNDRY	ENTRY	OFFICE & SUPPORT AREAS	RESTROOMS	PORCH	MECHANICAL & MAINTENANCE	COMMERCIAL AREA
1418						204	1418
428						40	428
GROSS AREA OF COMMUNITY BUILDING =							1,622.00
GROSS AREA OF EACH STAIR & BREEZWAY FLOOR =							468

INDIVIDUAL APARTMENT BUILDING AREAS

BUILDING TYPE	# OF BLDGS IN PROJECT	1BR-UNIT	1BRHC UNIT	2BR-UNIT	2BRHC UNIT	2BRTH UNIT	3BRTH UNIT	3BRHC UNIT	STAIR AREA	COMM. BLDG	TOTAL PROJECT LIVABLE AREA	TOTAL PROJECT BLDG AREA	TENANT STORAGE	COVER PORCH
BLDG A-1	1	6	2	5	3	0	0	0	4	1	12,640.00	16,230.00	176.00	284.00
BLDG B	2	0	0	0	0	10	2	0	0		25,104.00	26,748.00	288.00	1,356.00
BLDG C	1	0	0	0	0	6	2	1	1		9,627.00	10,255.00	108.00	520.00
MAINTENANCE BLDG											0.00	120.00	0.00	0.00
											0.00	0.00	0.00	0.00
											0.00	0.00	0.00	0.00
											0.00	0.00	0.00	0.00
											0.00	0.00	0.00	0.00
TOTAL	4	6	2	5	3	26	6	1	4	1	47,371.00		572.00	2,160.00
TOTAL PROJECT NET RENTABLE - STORAGE - PORCH AREA =												572.00	2,160.00	
TOTAL PROJECT GROSS BUILDING AREA =												53,353.00	TOTAL GROUND FL AREA=	

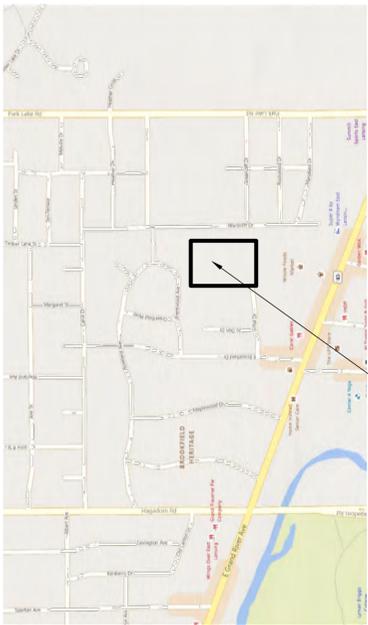
THE WOODWARD

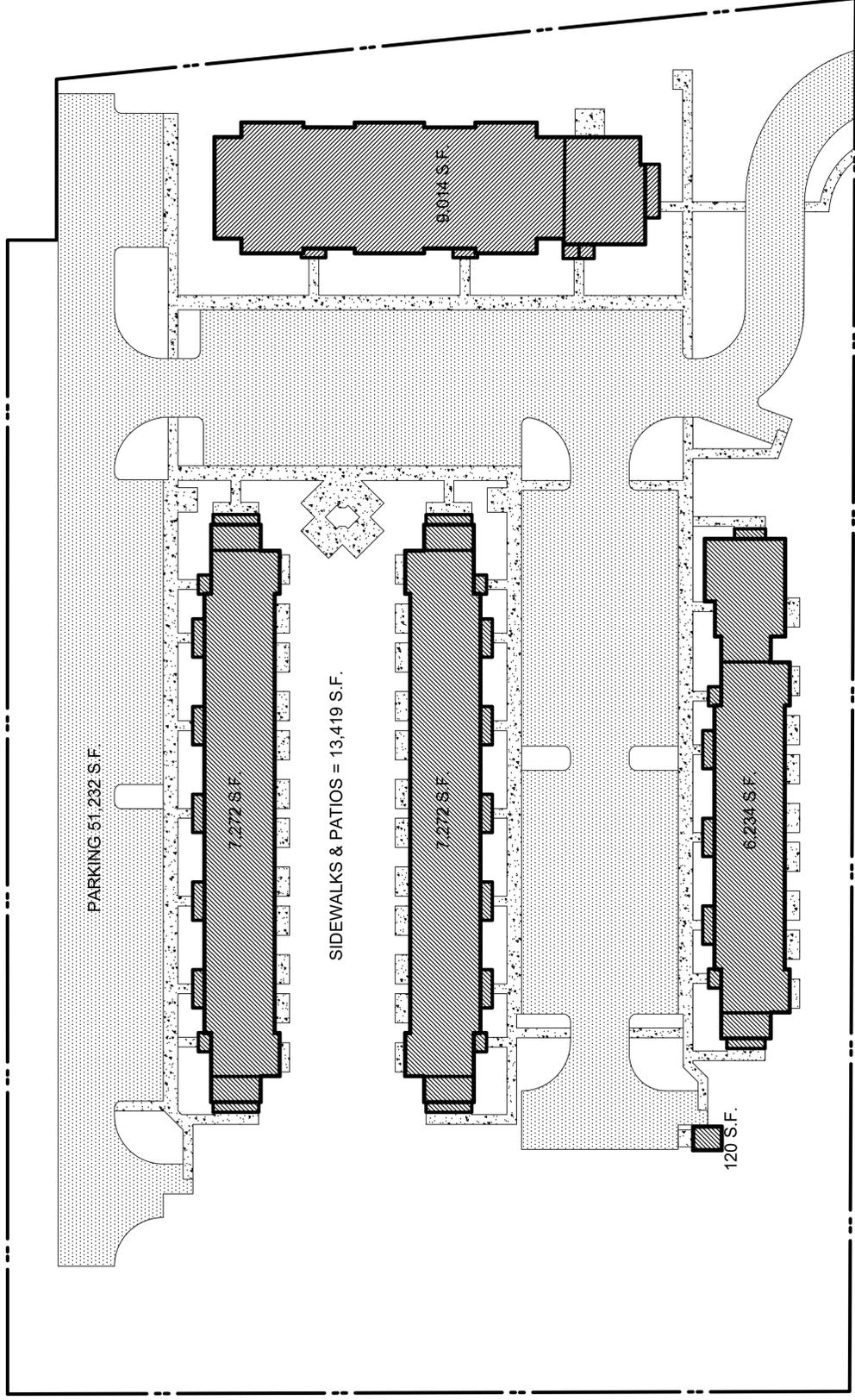
MERIDIAN TWP., MICHIGAN

DEVELOPER
WODA COOPER COMPANIES, INC.

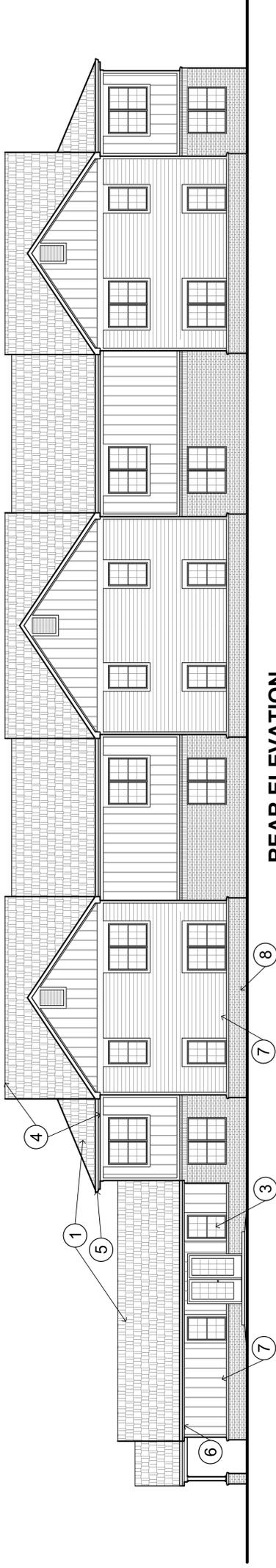
OWNER
**THE WOODWARD
LIMITED DIVIDEND HOUSING ASSOCIATION
LIMITED PARTNERSHIP**

ARCHITECT
PCI DESIGN GROUP, INC.

LOCATION MAP		PROJECT DATA																																																																
 <p>SITE</p> <p>GROSS BUILDING SITE COVERAGE: 29,912 SF TOTAL SITE AREA: 190,296 SF SITE DENSITY: 11.22 UNITS/ACRE PERCENT OF BUILDING COVERAGE: 15.72%</p>		BUILDINGS - RESIDENTIAL UNIT DATA <table border="1"> <thead> <tr> <th>BLDG</th> <th>1BRHC</th> <th>2BRHC</th> <th>2BR</th> <th>3BRHC</th> <th>3BR</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>A1</td> <td>3</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>3</td> </tr> <tr> <td>B1</td> <td>0</td> <td>0</td> <td>5</td> <td>0</td> <td>0</td> <td>5</td> </tr> <tr> <td>B2</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>2</td> <td>2</td> </tr> <tr> <td>B3</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>2</td> <td>2</td> </tr> <tr> <td>B4</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>2</td> <td>2</td> </tr> <tr> <td>C1</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>TOTAL</td> <td>2</td> <td>6</td> <td>3</td> <td>31</td> <td>1</td> <td>6</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>49</td> </tr> </tbody> </table>		BLDG	1BRHC	2BRHC	2BR	3BRHC	3BR	TOTAL	A1	3	0	0	0	0	3	B1	0	0	5	0	0	5	B2	0	0	0	0	2	2	B3	0	0	0	0	2	2	B4	0	0	0	0	2	2	C1	0	0	0	0	0	0	TOTAL	2	6	3	31	1	6							49
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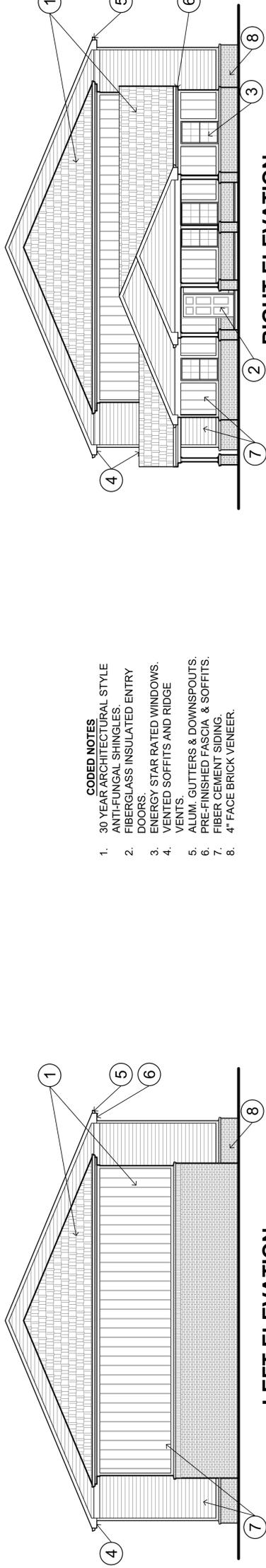


BUILDING AREA CALCULATIONS			
BUILDING	AREA	# OF UNITS	TOTAL
A1	9,014 SF	16	9,014 SF
B2	7,272 SF	12	7,272 SF
B3	7,272 SF	12	7,272 SF
C4	6,234 SF	9	6,234 SF
MAINT. BLDG	120 SF	0	120 SF
TOTAL		49	29,912 SF
PERCENTAGE OF BUILDING COVERAGE = 15.72%			
ALLOWABLE BUILDING COVERAGE = 35%			
OPEN SPACE CALCULATIONS			
TOTAL SITE SIZE			190,296 SF
BUILDING COVERAGE			29,912 SF
SIDEWALKS & PATIOS			13,419 SF
PARKING & DRIVES			51,232 SF
TOTAL IMPERVIOUS AREA			94,563 SF
PERCENT OF IMPERVIOUS COVERAGE			49.69%
OPEN SPACE CALCULATIONS			
		% REQUIRED	% PROVIDED
MIN. OPEN SPACE		35%	50.31%



REAR ELEVATION

SCALE 1/8" = 1'-0"



LEFT ELEVATION

SCALE 1/8" = 1'-0"

- CODED NOTES**
1. 30 YEAR ARCHITECTURAL STYLE ANTI-FUNGAL SHINGLES.
 2. FIBERGLASS INSULATED ENTRY DOORS.
 3. ENERGY STAR RATED WINDOWS.
 4. VENTED SOFFITS AND RIDGE VENTS.
 5. ALUM. GUTTERS & DOWNSPOUTS.
 6. PRE-FINISHED FASCIA & SOFFITS.
 7. FIBER CEMENT SIDING.
 8. 4" FACE BRICK VENEER.

RIGHT ELEVATION

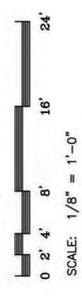
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FRONT ELEVATION

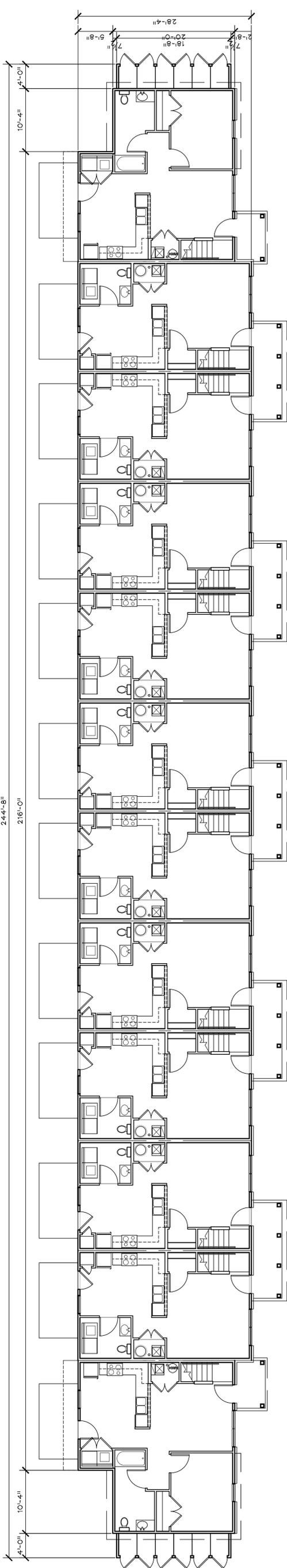
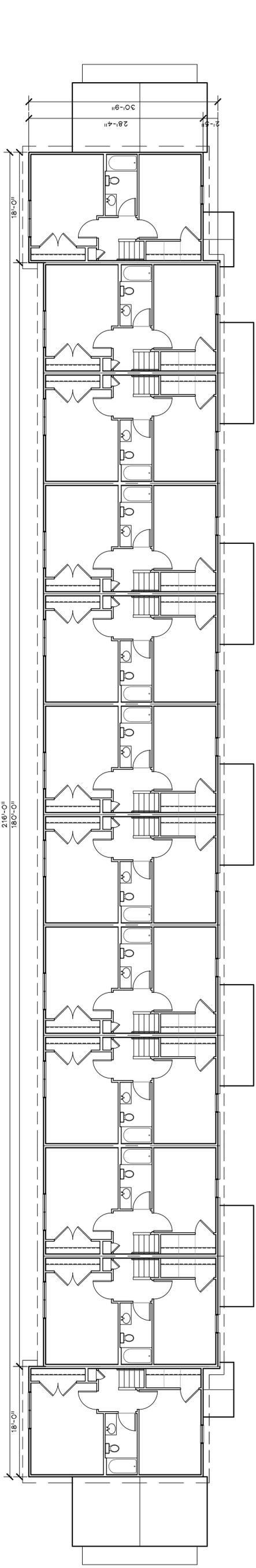
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SCALE: 1/8" = 1'-0"

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SCALE: 1/8" = 1'-0"

SHEET

A4

DATE
06-25-19

PROJECT NAME
MERIDIAN TWP
SIRHAL & GREENCLIFF DRIVES
MERIDIAN TWP., MI

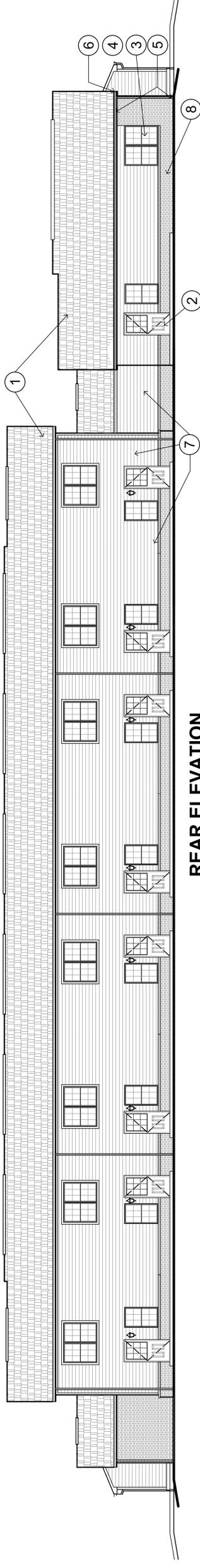
PAGE TYPE
BUILDING B ELEVATIONS

PROJECT NAME
A FAMILY COMMUNITY

ARCHITECT OF RECORD
WODA COOPER COMPANIES, INC.
500 SOUTH FRONT STREET SUITE 975
COLUMBUS, OHIO 43215

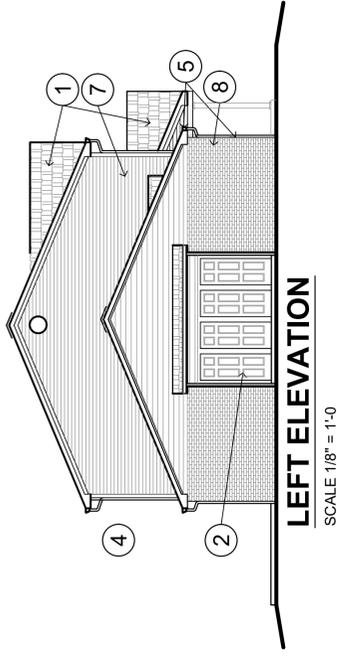
ARCHITECT OF RECORD
PCI DESIGN GROUP, INC.
500 SOUTH FRONT STREET SUITE 975
COLUMBUS, OHIO 43215

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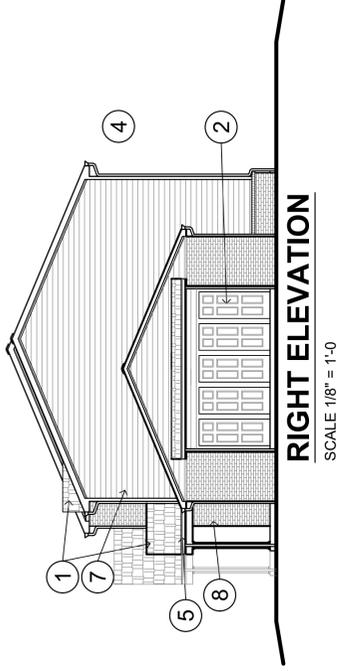
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SCALE 1/8" = 1'-0"



LEFT ELEVATION

SCALE 1/8" = 1'-0"

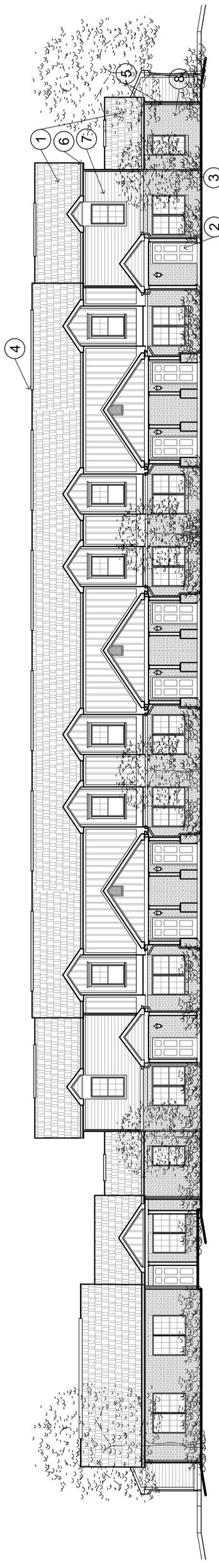


RIGHT ELEVATION

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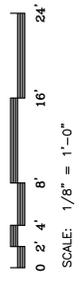
CODED NOTES

1. 30 YEAR ARCHITECTURAL STYLE ANTI-FUNGAL SHINGLES.
2. FIBERGLASS INSULATED ENTRY DOORS.
3. ENERGY STAR RATED WINDOWS.
4. VENTED SOFFITS AND RIDGE VENTS.
5. ALUM. GUTTERS & DOWNSPOUTS.
6. PRE-FINISHED FASCIA & SOFFITS.
7. FIBER CEMENT SIDING.
8. 4" FACE BRICK VENEER.

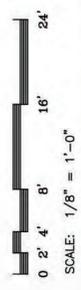


FRONT ELEVATION

SCALE 1/8" = 1'-0"



SCALE: 1/8" = 1'-0"



PCI DESIGN GROUP, INC.
500 SOUTH FRONT STREET, SUITE 975
COLUMBUS, OHIO 43215

WODA COOPER COMPANIES, INC.
500 SOUTH FRONT STREET, SUITE 975
COLUMBUS, OHIO 43215

A FAMILY COMMUNITY

BUILDING C ELEVATIONS

THE WOODWARD
SIRHAL & GREENCLIFF DRIVES
MERIDIAN TWP., MI

MERIDIAN TWP
SPECIAL USE PERMIT

A6

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To: Planning Commission

From: Peter Menser, Principal Planner
Justin Quagliata, Assistant Planner

Date: August 23, 2019

Re: Special Use Permit #19111 (Woodward Limited Dividend Housing Association), construct a 49-unit townhouse and apartment complex comprised of four buildings totaling 52,861 square feet on the north 4.37 acres of an undeveloped parcel identified as Parcel Number 17-377-031.

The Planning Commission last discussed Special Use Permit #19111 at its meeting on August 12, 2019. At the public hearing on July 22, 2019 the Planning Commission indicated support for the project, but expressed concern for the number of variances that would have been required to facilitate the development. At the last meeting a revised site plan that included changes to the site layout was reviewed by the Planning Commission. The number of variances required was reduced from 10 to three. Since the last meeting the applicant has submitted a revised site plan that reduced the number of required variances from three to two. Following is a summary of the changes the applicant has made to the project since the originally submitted site plan.

Setback between Buildings B-2 and B-3

Based on the initial site plan a variance was required for the setback between Buildings B-2 and B-3. With the revised site plan the location and orientation of buildings have shifted to meet all setbacks between buildings, so a variance is not necessary.

Maximum building dimension

No single building or connected building may exceed 200 feet in any one dimension. The revised site plan shows Building C-4 was reduced in length from 205 feet to 200 feet, so the previously identified five foot variance is no longer required. The length of Buildings A-1, B-2, and B-3 remained the same. At 237 feet in length, Buildings B-2 and B-3 require a 37 foot variance for the maximum building dimension. Based on the reduced size of Building C-4 the total size for all buildings in the development decreased from 53,353 square feet to 52,861 square feet in size, a 492 square foot reduction.

Building setbacks from parking areas

Based on the building layout shown on the previous site plans variances would have been required from the 25 foot setback from the entrance of a multiple family structure to a parking area and the 20 foot setback from the wall of a multiple family structure to a parking area. Based on the revised site plan all buildings in the development meet both setbacks, therefore the previously identified variances are no longer required.

**Special Use Permit #19111 (Woodward Limited Dividend Housing Association)
Planning Commission (August 26, 2019)
Page 2**

Size of parking spaces

The size of the parking spaces were reduced from 200 square feet (10 feet by 20 feet) in size to 180 square feet (9 feet by 20 feet) in size. The multiple family zoning district and parking ordinance (Section 86-756(3)) state a minimum of 200 square feet must be provided for each vehicle parking space located within a multiple family residential development. A 20 square foot variance for the size of each parking space is required.

Parking setback from a nonresidential zoning district

The expansion capacity parking area east of Building A-1 was moved north to meet the 15 foot parking setback from the south property line, which is also the C-2 (Commercial) zoning district boundary. By relocating the parking area the applicant eliminated the previously necessary variance for the parking setback. The number of parking spaces provided in the project was reduced from 99 to 98. A minimum of 97 parking spaces are required to serve the site.

With the revised site layout a 20 foot variance from the 40 foot parking setback from the residential zoning district to the east is no longer required.

Buffering along the north and east property lines

The original site plan proposed no screening along the north and east property lines. The previous site plan showed a four foot tall landscape earth berm along the north and east property lines. Discussion at the last meeting included challenges of maintaining landscaping planted on a berm. The revised site plan shows a double row of conifer trees along the north and east property lines for screening.

With the revised site plan building coverage is at 15.45 percent and 51.95 percent of the site is open space. The maximum building coverage allowed in the RC (Multiple Family) zoning district is 35 percent and the minimum open space required is 35 percent.

The following list summarizes the required variances based on the revised site plan:

- 20 square foot variance for the size of each parking space
- 37 foot variance for the maximum dimension of Buildings B-2 and B-3

Planning Commission Options

The Planning Commission may approve, approve with conditions, or deny the special use permit. A resolution to approve the special use permit with conditions is provided.

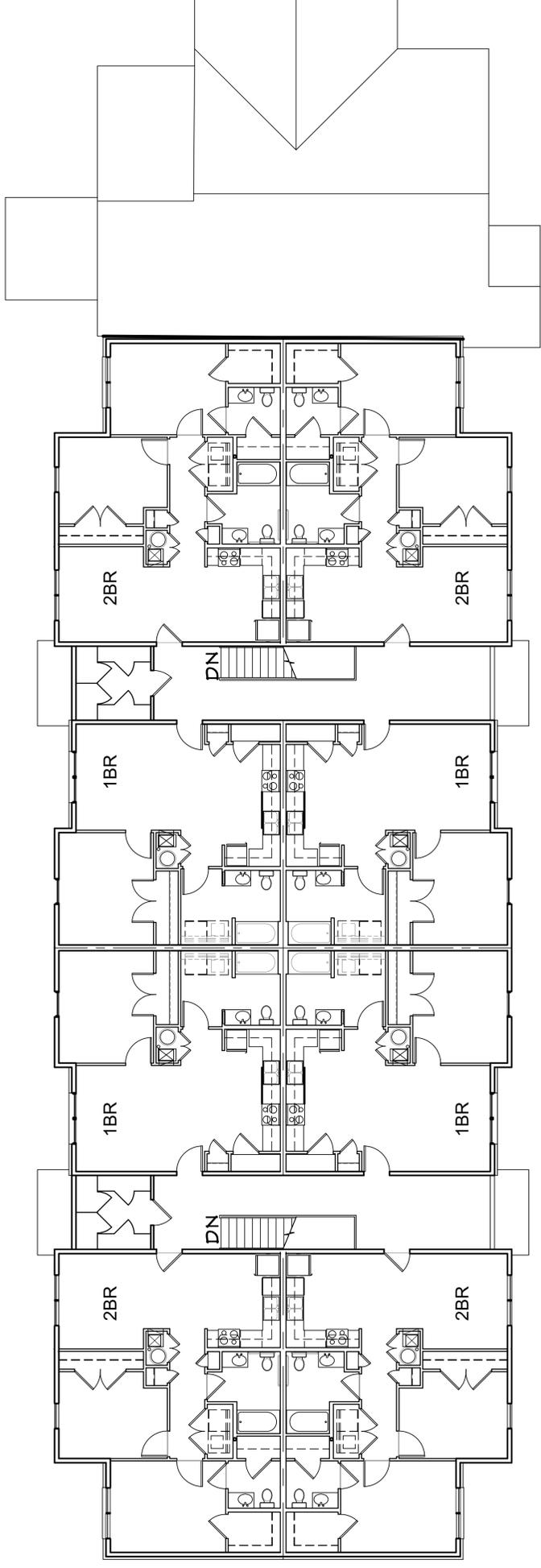
- **Motion to adopt the resolution to approve Special Use Permit #19111 with conditions.**

**Special Use Permit #19111 (Woodward Limited Dividend Housing Association)
Planning Commission (August 26, 2019)
Page 3**

Attachments

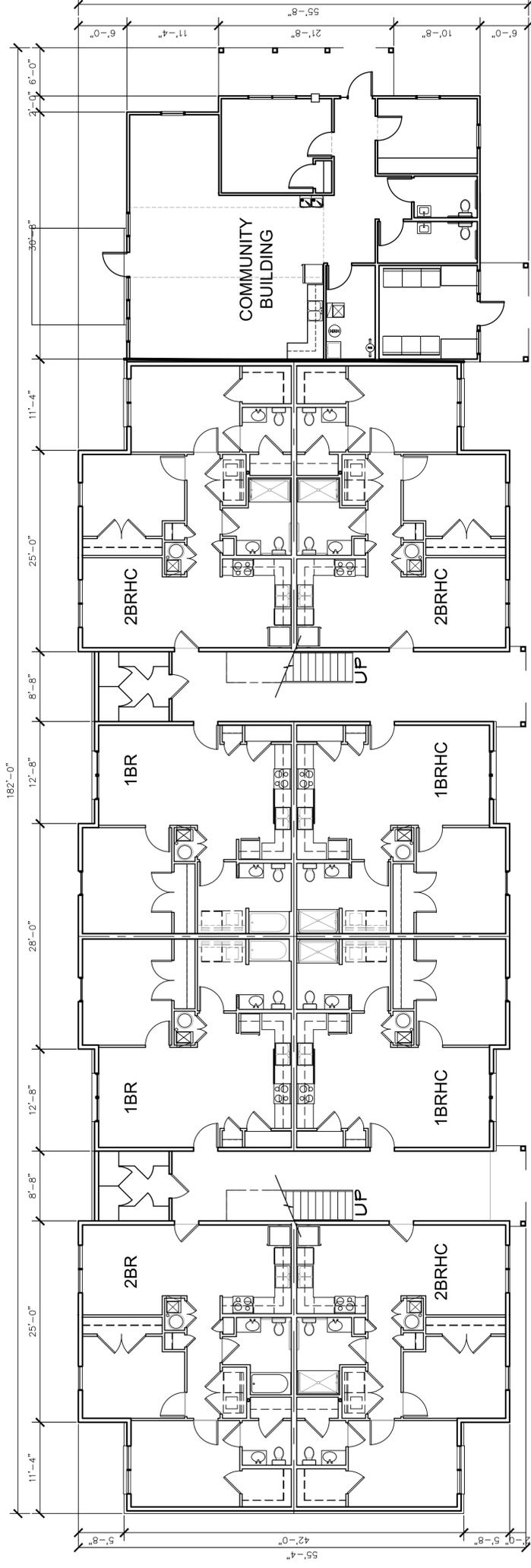
1. Revised site plan prepared by Monument Engineering Group Associates, Inc. dated August 7, 2019 (revision date August 21, 2019) and received by the Township on August 21, 2019.
2. Revised building elevations and floor plans prepared by PCI Design Group, Inc. dated August 21, 2019 and received by the Township on August 22, 2019.
3. Resolution to approve.

G:\Community Planning & Development\Planning\SPECIAL USE PERMITS (SUP)\2019\SUP 19111 (Woodward Limited Dividend Housing Association)\SUP 19111.pc3.doc



SECOND FLOOR PLAN

SCALE 1/8" = 1'-0"



FIRST FLOOR PLAN

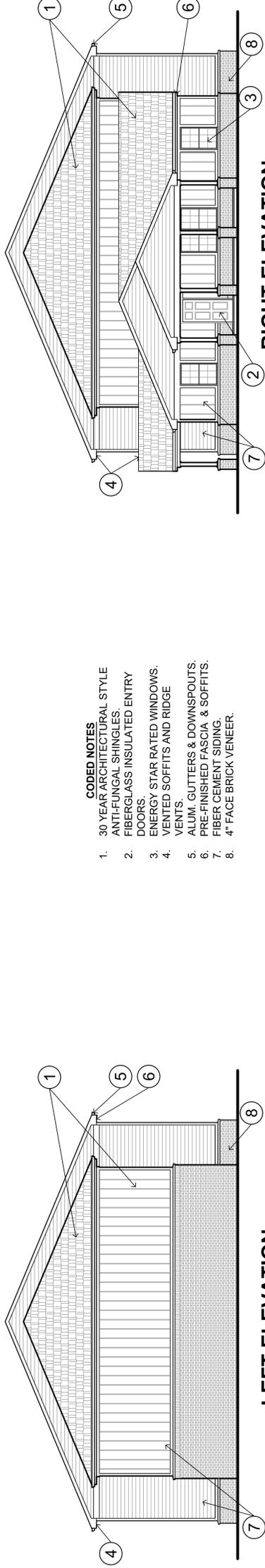
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REAR ELEVATION

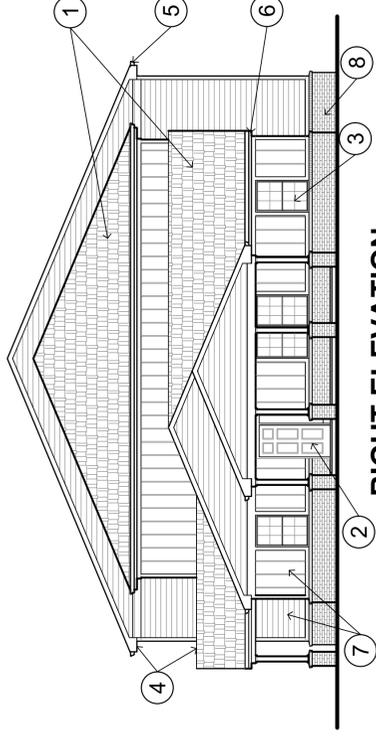
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LEFT ELEVATION

SCALE 1/8" = 1'-0"

- CODED NOTES**
1. 30 YEAR ARCHITECTURAL STYLE ANTI-FUNGAL SHINGLES.
 2. FIBERGLASS INSULATED ENTRY DOORS.
 3. ENERGY STAR RATED WINDOWS.
 4. VENTED SOFFITS AND RIDGE VENTS.
 5. ALUM. GUTTERS & DOWNSPOUTS.
 6. PRE-FINISHED FASCIA & SOFFITS.
 7. FIBER CEMENT SIDING.
 8. 4" FACE BRICK VENEER.



RIGHT ELEVATION

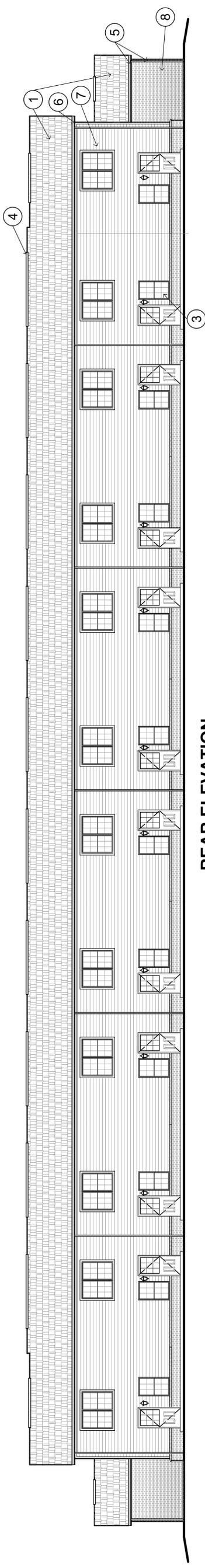
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FRONT ELEVATION

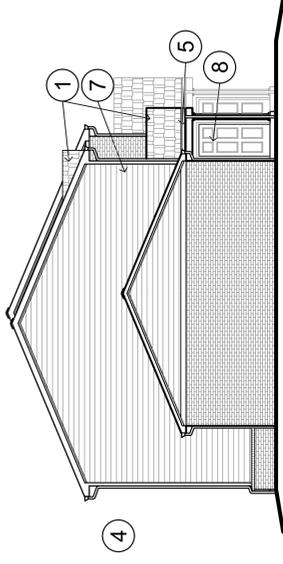
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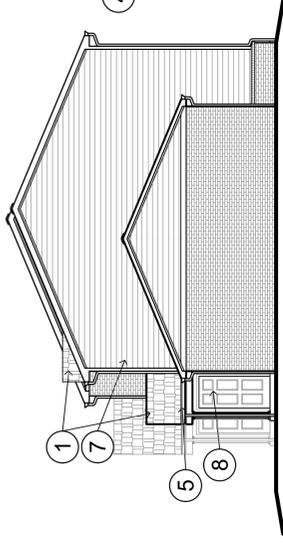
REAR ELEVATION

SCALE 1/8" = 1'-0



LEFT ELEVATION

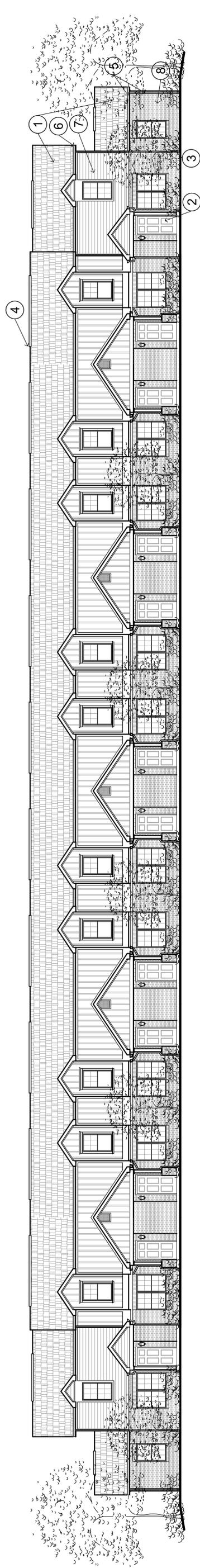
SCALE 1/8" = 1'-0



RIGHT ELEVATION

SCALE 1/8" = 1'-0

- CODED NOTES**
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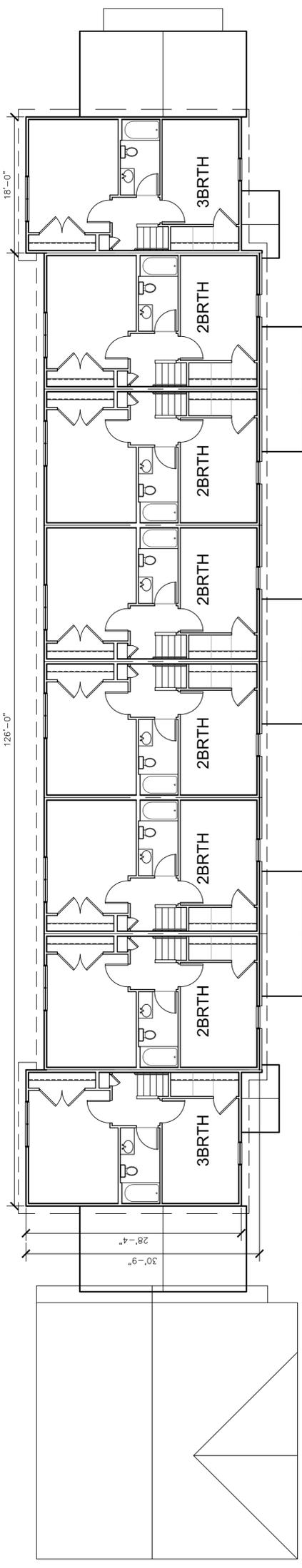


FRONT ELEVATION

SCALE 1/8" = 1'-0

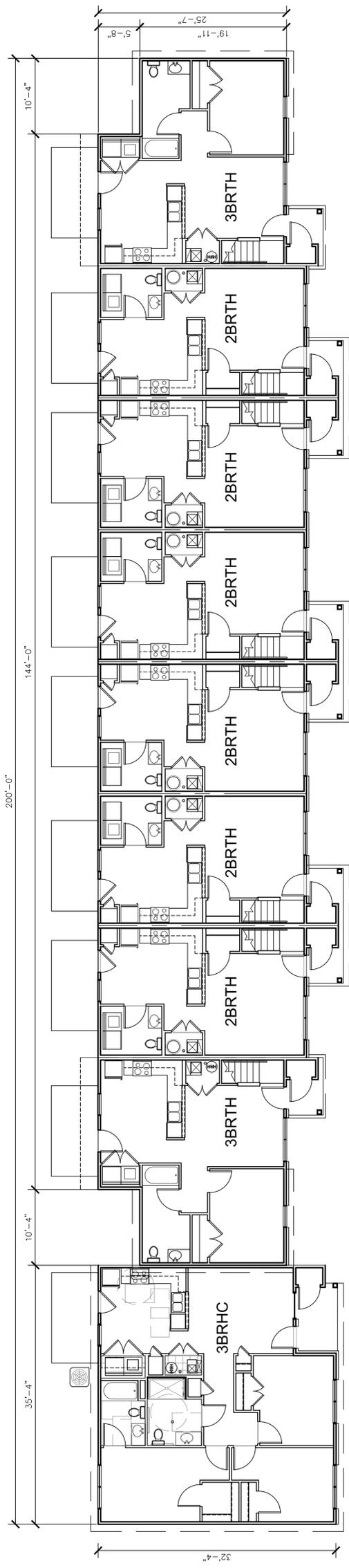


SCALE: 1/8" = 1'-0"



SECOND FLOOR PLAN

SCALE 1/16" = 1'-0"



FIRST FLOOR PLAN

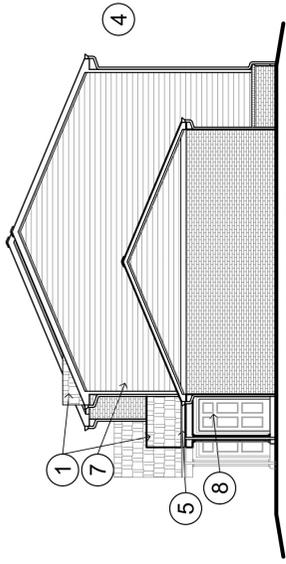
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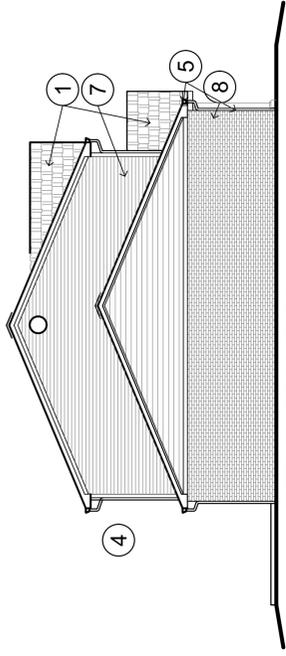
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REAR ELEVATION
SCALE 1/8" = 1'-0"

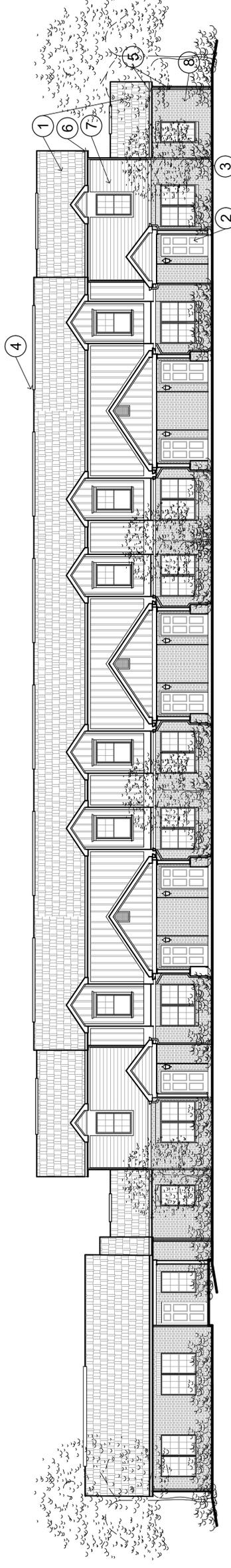


RIGHT ELEVATION
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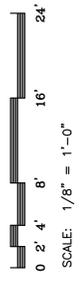


LEFT ELEVATION
SCALE 1/8" = 1'-0"

- CODED NOTES**
1. 30 YEAR ARCHITECTURAL STYLE ANTI-FUNGAL SHINGLES.
 2. FIBERGLASS INSULATED ENTRY DOORS.
 3. ENERGY STAR RATED WINDOWS.
 4. VENTED SOFFITS AND RIDGE VENTS.
 5. ALUM. GUTTERS & DOWNSPOUTS.
 6. PRE-FINISHED FASCIA & SOFFITS.
 7. FIBER CEMENT SIDING.
 8. 4" FACE BRICK VENEER.



FRONT ELEVATION
SCALE 1/8" = 1'-0"



SCALE: 1/8" = 1'-0"

RESOLUTION TO APPROVE

**Special Use Permit #19111
(Woodward Limited Dividend Housing Association)**

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 26th day of August, 2019, at 7:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, Woodward Way Limited Dividend Housing Association requested a special use permit to construct a 49-unit townhouse and apartment complex comprised of four buildings totaling 52,861 square feet on the north 4.37 acres of an undeveloped parcel identified as Parcel Number 17-377-031; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on July 22, 2019 and has reviewed staff material forwarded under cover memorandums dated July 19, 2019, August 8, 2019, and August 23, 2019; and

WHEREAS, the subject site is appropriately zoned RC (Multiple Family, maximum 14 units per acre), which allows multiple family housing projects with three or more units by special use permit; and

WHEREAS, the proposed housing project is consistent with the conditions established in Rezoning #19010; and

WHEREAS, the proposed housing project meets the design standards of the RC (Multiple Family) zoning district listed in Section 86-376(g) of the Code of Ordinances; and

WHEREAS, the proposed housing project provides adequate setbacks and screening from surrounding uses; and

WHEREAS, municipal water and sanitary sewer is available to serve the subject site; and

WHEREAS, the proposed housing project is consistent with Objective B of Goal 1 of the 2017 Master Plan to ensure new residential developments meet high standards of visual attractiveness, health and safety, and environmental sensitivity; and

WHEREAS, the proposed housing project is consistent with Goal J of the 2019 Township Board Action Plan to explore housing options and alternatives to encourage diverse populations and targeted groups to live in the Township; and

WHEREAS, the proposed housing project is consistent with the general standards for granting a special use permit found in Section 86-126 of the Code of Ordinances.

**Resolution to Approve
SUP #19111 (Woodward Limited Dividend Housing Association)
Page 2**

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves Special Use Permit #19111 to construct a 49-unit townhouse and apartment complex on the north 4.37 acres of an undeveloped parcel identified by Parcel Number 17-377-031, subject to the following conditions:

1. Approval is in accordance with the site plan prepared by Monument Engineering Group Associates, Inc. dated August 7, 2019 (Revision Date August 21, 2019) and received by the Township on August 22, 2019.
2. Approval is in accordance with the building elevations and floor plans prepared by PCI Design Group, Inc. dated August 21, 2019 and received by the Township on August 22, 2019.
3. Approval of Special Use Permit #19111 is contingent on the approval of Special Use Permit #19121 by the Township Board.
4. Approval of the special use permit is subject to all voluntary conditions placed on Rezoning #19010 by the applicant.
5. The applicant shall apply for a land division to split the project site from the parent parcel prior to submitting for site plan review.
6. The applicant shall construct a five-foot wide concrete sidewalk to connect to the existing sidewalk along the north side of Sirhal Drive.
7. Site plan review approval is required to construct the housing project. The final site plan, building elevations, and landscape plan shall be subject to the approval of the Director of Community Planning and Development.
8. The applicant shall obtain all necessary permits, licenses, and approvals from the Ingham County Road Department, Ingham County Drain Commissioner, Michigan Department of Environment, Great Lakes, and Energy, and the Township, as applicable. Copies of all permits, licenses, and approval letters shall be submitted to the Department of Community Planning and Development.
9. Utility, grading, and storm drainage plans for the site are subject to the approval of the Director of Public Works and Engineering and Ingham County Drain Commissioner and shall be completed in accordance with the Township Engineering Design and Construction Standards.
10. No grading or land clearing shall take place on the site until the site plan has been approved by the Director of Community Planning and Development and grading and soil erosion and sedimentation control (SESC) permits have been issued for the project.
11. All utility service distribution lines shall be installed underground.
12. Any future building additions or revisions to the site layout will require amendments to Special Use Permit #19111.
13. The final design of the trash and recycling facilities and related enclosures shall be subject to the approval of the Director of Community Planning and Development.

RESOLUTION TO RECOMMEND APPROVAL

**Special Use Permit #19121
(Woodward Limited Dividend Housing Association)**

RESOLUTION

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 26th day of August, 2019, at 7:00 p.m., Local Time.

PRESENT: Commissioners Lane, Scott-Craig, Hendrickson, Trezise, Shrewsbury, Cordill, Richards

ABSENT: Commissioner Premoe

The following resolution was offered by Commissioner Hendrickson and supported by Commissioner Cordill.

WHEREAS, Woodward Limited Dividend Housing Association has submitted a request to construct a group of buildings greater than 25,000 square feet in size on the north 4.37 acres of Parcel Number 17-377-031; and

WHEREAS, the proposed project is a 49-unit townhouse and apartment complex comprised of four buildings totaling 52,861 square feet in size; and

WHEREAS, a special use permit is required for constructing a group of buildings totaling more than 25,000 square feet in gross floor area; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on July 22, 2019 and has reviewed staff material forwarded under cover memorandums dated July 19, 2019, August 8, 2019, and August 23, 2019; and

WHEREAS, the subject site is appropriately zoned RC (Multiple Family), which permits the construction of a group of buildings greater than 25,000 square feet in floor area by special use permit; and

WHEREAS, the proposed housing project is consistent with the conditions established in Rezoning #19010; and

WHEREAS, the proposed housing project meets the design standards of the RC (Multiple Family) zoning district listed in Section 86-376(g) of the Code of Ordinances; and

WHEREAS, the proposed project is consistent with the general standards for granting a special use permit found in Section 86-126 of the Code of Ordinances; and

WHEREAS, public water and sanitary sewer services serve the subject site.

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Special Use Permit #19121, subject to the following conditions:

1. Approval is in accordance with the site plan prepared by prepared by Monument Engineering Group Associates, Inc. dated August 7, 2019 (revision date August 21, 2019) and received by the Township on August 22, 2019.

- 
- B. Special Use Permit #19121 (Woodward Limited Dividend Housing Association), construct group of buildings greater than 25,000 square feet in size on north side of Sirhal Drive, west of Greycliff Drive.

Chair Scott-Craig opened the public hearing at 7:13 P.M.

Principal Planner Menser provided an overview of the proposals and noted the public hearing would cover both items.

Applicant Frank Fugate, 500 South Front Street Columbus, Ohio, with Woda Cooper Company provided additional information on the requests and said he was available to answer questions.

Public Comments:

- A. Lynne Page, 3912 Raleigh Drive, spoke in opposition to Special Use Permit #19111 and Special Use Permit #19121.

Planning Commission Discussion:

- The Planning Commission should determine if the proposals fits the area, meets the design standards of multi-family zoning districts, and if the proposals meet the special use criteria.
- The numbers of variances are not consistent with the purpose and intent of the ordinance by having too much building in a small area.
- Appreciation for the conditions offered by the developer after listening to concerned residents during the rezoning process.
- The ordinance for this type of development has very strict guidelines and as a result has generated a list of ten requested variances.
- The Greycliff access will be an emergency-only and will also serve as a pedestrian connection.
- Proper screening should be added on the north and east side of the proposed development to provide a natural barrier for light pollution from vehicles.
- The developer has agreed to review the ten variances and meet with staff to see if the number can be reduced and come back to a future meeting with revised plans.

Chair Scott-Craig closed the public hearing at 7:53 p.m.

7. Unfinished Business

- A. Rezoning #19060 (Bennett Road Holding LLC), rezone approximately 83 acres from RR (Rural Residential) and RAAA (Single Family-Low Density) to RAA (Single Family-Low Density).

Motion by Commissioner Lane to adopt the resolution recommending denial of Rezoning #19060. Supported by Commissioner Hendrickson.

ROLL CALL VOTE:

YEAS: Commissioners Lane, Hendrickson, Shrewsbury, Cordill, Trezise, and Scott-Craig.

NAYS: Commissioner Richards, Premoe

MOTION CARRIED: 6-2

Planning Commission Discussion:

- Focus on the approval of the minor amendment and not a reconsideration of the original Special Use Permit and if it is complying with its terms and conditions brought up by the appellant during his presentation to the Planning Commission.
- The Special Use Permit goes with the land and the use is open space as proposed at this time is to remain green grass area.
- Adding property is a minor amendment under the ordinance and anything else would be another amendment.

A straw poll indicated the Planning Commission would be in favor of affirming the decision of the Director of Community Planning and Development without modifications its next meeting.

Chair Scott-Craig closed the public hearing at 9:28 p.m.

The Planning Commission took a 5 minute recess.

- D. Preliminary Plat #19012 (Giguere Homes), proposed seven lot subdivision titled Sanctuary 3 located on the north side of Robins Way, east of Hulett Road.

Chair Scott-Craig opened the public hearing at 8:34 P.M.

Principal Planner Menser provided a review of the proposal.

The applicant, Jim Giguere, 6253 Fenwick Court, said he was available to answer questions.

The Planning Commission agreed to consider a resolution to recommend approval of the plat at its next meeting.

Public Comment: None

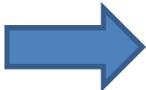
Chair Scott-Craig closed the public hearing at 9:39 p.m.

7. Unfinished Business

- A. Special Use Permit #19111 (Woodward Limited Dividend Housing Association), develop 49 unit apartment complex with four buildings on north side of Sirhal Drive, west of Greencliff Drive.
- B. Special Use Permit #19121 (Woodward Limited Dividend Housing Association), construct group of buildings greater than 25,000 square feet in size on north side of Sirhal Drive, west of Greencliff Drive.

Principal Planner Menser stated both items would run concurrently and provided an update. He also noted a revised site plan was received late in the week so additional comments will be available at the next Planning Commission meeting on August 26, 2019.

Applicant Frank Fugate, 500 South Front Street Columbus, Ohio, with Woda Cooper Company provided additional information on the updated site plan prepared by Monument Engineering



Group Associates and said he was available to answer questions.

Planning Commission Discussion:

- The Planning Commissioners noted appreciation with the updated engineering plan design and thanked the applicant for all of the work involved.
- The list of 10 variances has been narrowed down to 2 variances since the developer met on July 22, 2019.

A straw poll indicated the Planning Commission would recommend approval for Special Use Permit #19111 and Special Use Permit #19121 at its next meeting.

8. Other Business - None

9. Reports and Announcements

A. Township Board updates.

Chair Scott-Craig noted there was no Economic Development Corporation meeting scheduled for August 2019.

Principal Planner Menser provided an update from the Township Board's recent agenda.

10. Project Updates

- A. New Applications - None
- B. Site Plans Received - None
- C. Site Plans Approved
 - 1. Site Plan Review #19-08 (Haslett Road Holding LLC), construct 88 lot Copper Creek development on north side of Haslett Road, east of Creekwood Lane.

11. Public Remarks

- A. Irina Jamison, 2745 Mount Hope Road, with Michigan Montessori International School made additional comments regarding Special Use Permit #19-74011.
- B. Appellant Sergey Baryshev, 2767 Mount Hope Road, expressed concern with Special Use Permit #19-74011.

12. Adjournment

Chair Scott-Craig moved to adjourn the meeting.

Supported by all.

VOICE VOTE: Motion carried unanimously.

Chair Scott-Craig adjourned the regular meeting at 10:07 P.M.

Respectfully Submitted,

5. Communications

Chair Scott-Craig noted the communications listed in the meeting packet and said hard copies of the communications received after the meeting packet was sent out were assembled and distributed to the Planning Commission at their places on the dais prior to the meeting.

6. Public Hearings - None

7. Unfinished Business

- A. Special Use Permit #19111 (Woodward Limited Dividend Housing Association), develop 49 unit apartment complex with four buildings on north side of Sirhal Drive, west of Greencliff Drive.

Motion by Commissioner Lane to approve Special Use Permit #19111 with conditions.
Supported by Commissioner Hendrickson.

ROLL CALL VOTE:

YEAS: Commissioners Lane, Richards, Hendrickson, Shrewsbury, Cordill, Trezise and Scott-Craig.

NAYS: None

MOTION CARRIED: 7-0

- 
- B. Special Use Permit #19121 (Woodward Limited Dividend Housing Association), construct group of buildings greater than 25,000 square feet in size on north side of Sirhal Drive, west of Greencliff Drive.

Motion by Commissioner Hendrickson to recommend approval of Special Use Permit #19121 to the Township Board.
Supported by Commissioner Cordill.

ROLL CALL VOTE:

YEAS: Commissioners Hendrickson, Cordill, Trezise, Lane, Shrewsbury, Richards and Scott-Craig.

NAYS: None

MOTION CARRIED: 7-0

- C. Special Use Permit #19101 (LaFontaine Chrysler, Dodge, Jeep, & Ram of Okemos), construct 24,902 square foot new car dealership at 1510 Grand River Avenue.

Motion by Commissioner Lane to approve Special Use Permit #19101 with conditions.
Supported by Commissioner Trezise.

Planning Commission Comments:

- The applicant has proposed motion sensor lighting on the north side of the property during non-business hours as a courtesy for residents in that area but residents to the south who reside across Grand River Avenue have also expressed concern about lighting during non-business hours.
- The applicant, Gary Laundroche, noted lights are shielded and will aim north.
- Subtle lighting would be safer for drivers and pedestrians to the south, east and west side of the business during non-business hours.



To: Board Members
From: Frank L. Walsh, Township Manager
Date: August 30, 2019
Re: Franchise and PEG Fees

Back in 2003, the Township Board adopted an Ordinance regarding Cable Television. The most critical piece of the legislation is Section 70-28 (c7). I've attached the 2003 language as a starting point of your discussion.

We are requesting that the Board adopt the attached amendment to 70-28 (c7). If approved, the amendment eradicates the requirement that a minimum of 80 percent of franchise fees be allocated to the Cable Commission. Rather, 100% of the Franchise and PEG Fees will be deposited in the general fund. The change is part of the complete reorganization of our Communications Department.

I want to reiterate that although we are budgeting to reduce our communication expenses by 50%, we remain focused on our core services. We will continue to provide an extraordinary level of communications to our 43,000 residents. Our principal services will continue to be HOMTV, social media, web site enhancements, marketing, weekly newsletter and televising township meetings.

We are committed to continuing our record of excellence.

Attachments:

1. 2003 Cable Ordinance
2. 2003 Cable Ordinance Proposed Amendment

ORDINANCE NO. 2003-12

**AN ORDINANCE TO AMEND ARTICLE II OF CHAPTER 70
OF THE MERIDIAN CHARTER TOWNSHIP
CODE OF ORDINANCES REGARDING CABLE TELEVISION**

THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:

Sec. 1. Article II of Chapter 70 of the Meridian Charter Township Code of Ordinances is amended to read as follows:

ARTICLE II CABLE COMMUNICATIONS

DIVISION 1. GENERALLY

Sec. 70-26. Definitions.

For purposes of this article, terms, phrases, words and abbreviations shall have the meanings ascribed to them in the Cable Communications Policy Act of 1984, as amended from time to time, 47 U.S.C. 521 *et seq.*, unless otherwise defined in this article.

Sec. 70-27. Declaration of Purpose.

The purpose of this article is to provide fair regulation of cable service in the township in the interest of the public; to promote and encourage adequate, economical and efficient cable service to the residents of the township; to promote and to encourage harmony between cable television companies and their subscribers; and to provide for the furnishing of cable television system service to the residents of the township without unjust discrimination, undue preferences or advantages.

Sec. 70-28 Cable Communications Commission.

(a) The township shall establish a commission to be known as the Meridian Township cable communications commission. The township board shall solicit from the public and from the franchise names of persons interested in serving on the Commission, but is not limited to names submitted.

(b) The commission consists of five residents of the township appointed by the township board. Each member shall serve a term of three years. Any vacancy in the office shall be filled by the township board for the remainder of the term. No employee or person with an ownership interest in a cable television franchise granted pursuant to this article shall be eligible for membership on the commission. Members of the commission may

be compensated at a rate to be determined by the township. Such rate of compensation, if any, be established and may be revised, from time to time, by resolution of the township board.

(c) Subject to federal law, the commission, in addition to the functions and responsibilities that the township board may delegate to it from time to time by resolution, shall have the following functions:

- (1) Discuss this article and franchises with prospective franchise applications.
- (2) Advise the township board on applications for franchises.
- (3) Advise the township board on matters that might constitute grounds for revocation of a franchise under this article.
- (4) Recommend to the township board, after hearing, resolutions of disputes between franchisees, between franchisee(s) and subscribers, between franchisee(s) and access users, and between access users.
- (5) Advise the township board on the regulation of rates under this article and make recommendations on requested changes in rates, services or classifications.
- (6) Recommend to the township board general policy relating to access channels with a view to maximizing the diversity of programs and services to subscribers.
- (7) Encourage the use of access channels by institutions, groups and individuals within the township. The township board shall budget a minimum of 80 percent of franchise fees for use by the commission to operate a government access channel and administer this ordinance and cable television franchises. Such budgeted funds shall be kept by or under the control of the township treasurer. The township treasurer shall draw checks on said account only when a majority of the members of the township board has authorized such expenditure.
- (8) Encourage and supervise interconnection of systems.
- (9) Review and report to the township board concerning records and reports that the franchisee is required to submit under this article.
- (10) The commission shall annually prepare a proposed budget and submit that proposed budget to the township board for its consideration and adoption. Prior to adopting a budget for the commission, the township board shall conduct a public hearing. The commission shall also prepare and submit to the township board an annual report including an accounting of budgeted

fees received and distributed by the commission and a report of the type and amount of use of access channels.

- (11) Conduct evaluations of the system at least every three years and make recommendations to the township board regarding amendments to this article or to the franchise agreement.

Sec. 70-29. Non-Recourse for Losses.

Any person granted a franchise pursuant to this article shall have no recourse whatsoever against the township, its officers, boards, commissions, agents or employees for any loss, cost, expense or damage arising out of any provision or requirement of this article or its enforcement except as allowed by 47 USC 555a, as amended.

Section 70-30. Priority of Use.

Any right or privilege granted to any person under this article to use or occupy any street, alley, public right-of-way or public place shall be subordinate to any prior lawful occupancy of such property. Nothing in this article shall be construed as limiting in any way the township in the lawful exercise of the police power.

Sec. 70-31 Condition for Grant of Special Use Permit.

In order to achieve a uniform, comprehensive, township-wide standard of service, the grant of any special use permit pursuant to this code shall be conditioned upon satisfactory completion of all necessary easements, licenses and arrangements to permit a connection in each dwelling unit to a cable system, open video system or other multichannel video provider using or occupying the public right of way duly franchised by the township board.

Section 70-32. Hearing and Determination of Complaints; Procedure; Local Office.

(a) Subject to federal law, the township board, or any person or department designated by it, shall, upon its own motion or upon complaint of any person or subscriber of a Grantee, have authority to hear and determine all complaints concerning the rates, charges, rules, regulations, practices, quality of service rendered or refused to be rendered, equipment furnished or refused to be furnished, or any other matter relating to the service or operation of the cable system or any person franchised under the terms of this article.

(b) Upon the filing of any complaint against any Grantee pursuant to the preceding subsection, the township board shall give such person at least 20 days notice of the time and place of a hearing to be given such person upon the matters alleged in the complaint. Subject to federal law, the township board shall have the power to order such changes in the rates, charges, rules, regulations, services, equipment or other matters

**CHARTER TOWNSHIP OF MERIDIAN
INGHAM COUNTY, MICHIGAN**

AN ORDINANCE TO AMEND ORDINANCE NO. 2003-12

Ordinance No.: _____
Effective Date: _____, 2019

At a meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Township Hall, 5151 Marsh Road, Okemos, MI 48864 on September __, 2019, at __ p.m., Board Member _____ moved and Board Member _____ supported to introduce the following Ordinance for posting and publication prior to subsequent final adoption:

An Ordinance to amend Article II of Chapter 70 of the Meridian Charter Township Code of Ordinances, as amended, adopted by the Charter of the Township of Meridian to address the allocation of franchise fees.

Section 1. Amendment of Article II, Chapter 70, Section 70-28 Cable Communications Commission: The Township Code of Ordinances, Article II, Chapter 70, Section 70-28 Cable Communications Commission, shall be amended to provide as follows:

Sec. 70-28 Cable Communications Commission

(a) The Township shall establish a commission to be known as the Meridian Township Cable Communications Commission. The Township Board shall solicit from the public and from the franchisee names of persons interested in serving on the Commission but is not limited to names submitted.

(b) The commission consists of five residents of the Township appointed by the Township Board. Each member shall serve a term of three years. Any vacancy in the office shall be filled by the Township Board for the remainder of the term. No employee or person with an ownership interest in a cable television franchise granted pursuant to this article shall be eligible for membership on the commission. Members of the commission may be compensated at a rate to be determined by the Township. Such rate of compensation, if any, may be established and may be revised, from time to time, by resolution of the Township Board.

(c) Subject to federal and state law, the commission, in addition to the functions and responsibilities that the Township Board may delegate to it from time to time by resolution, shall have the following functions:

- (1) Discuss this article and franchises with prospective franchise applicants.
- (2) Advise the Township Board on applications for franchises.

- (3) Advise the Township Board on matters that might constitute grounds for revocation of a franchise under this article.
- (4) Recommend to the Township Board, after hearing, resolutions of disputes between franchisees, between franchisee(s) and subscribers, between franchisee(s) and access users, and between access users.
- (5) Advise the Township Board on the regulation of rates under this article and make recommendations on requested changes in rates, services or classifications.
- (6) Recommend to the Township Board general policy relating to access channels with a view to maximizing the diversity of programs and services to subscribers.
- (7) Encourage the use of access channels by institutions, groups and individuals within the Township. The commission shall operate a government access channel and use franchise fees to administer this ordinance. Such funds shall be allocated based on the Township's approved budget and budget/appropriations resolution.
- (8) Encourage and supervise interconnection of systems.
- (9) Review and report to the Township Board concerning records and reports that the franchisee is required to submit under this article.
- (10) Annually prepare a proposed budget and submit that proposed budget to the Township Board for its consideration and adoption. Prior to adopting a budget for the commission, the Township Board shall conduct a public hearing. The commission shall also prepare and submit to the Township Board an annual report including an accounting of budgeted fees received and distributed by the commission and a report of the type and amount of use of access channels.
- (11) Conduct evaluations of the system at least every three years and make recommendations to the Township Board regarding amendments to this article or to the franchise agreement.

Section 2. Severability: The provisions of this Ordinance are hereby declared to be severable. If any clause, sentence, word, section, or provision is hereafter declared void or unenforceable for any reason by a court of competent jurisdiction, it shall not affect the remainder of such Ordinance which shall continue in full force and effect.

Section 3. Repeal: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4. Effective Date: This Ordinance shall take effect immediately upon its publication.

ROLL CALL VOTE:

YEAS: _____

NAYS: _____

Brett Dreyfus
Charter Township of Meridian Clerk



13.D

To: Township Board

From: Mark Kieselbach, Director of Community Planning and Development
Peter Menser, Principal Planner

Date: August 27, 2019

Re: Tentative Preliminary Plat #19012 (Giguere Homes)

Giguere Homes has requested tentative preliminary plat (TPP) approval for Sanctuary 3, a subdivision consisting of seven lots on 7.36 acres located on the north side of Robins Way, east of Hulett Road. The property is zoned RAAA (Single Family-Low Density) and is bound by 11 conditions stemming from the rezoning of the parcel (REZ #18160) from RR (Rural Residential), approved by the Township Board on March 19, 2019. The conditions are as follows:

1. Limit current development of the site to a maximum of seven lots.
2. Limit future development of the site to a maximum of seven lots.
3. Establishment of a 50 foot wide natural preservation area along the south side of the parcel to be deeded to the homeowners association.
4. Establishment of a five foot wide tree buffer on the north side of the 50 foot wide natural preservation area on the south side of the parcel, including deed restrictions on Lots 6 & 7 requiring preservation of any trees within the buffer that have a trunk diameter greater than or equal to 12 inches.
5. Establishment of an 80 foot natural preservation area along the west side of the parcel to be deeded to the homeowners association.
6. Establishment of a 20 foot wide preservation area along the north side of the parcel, including deed restrictions on Lots 3, 4, & 5 requiring the preservation area remain undisturbed.
7. Establishment of a 10 foot wide tree buffer area on the south side of the 20 foot wide preservation area along the north side of the parcel, including deed restriction on Lots 3, 4, & 5 requiring preservation of any trees within the buffer that have a trunk diameter greater than or equal to 12 inches.
8. Establishment of deed restrictions for the homes in any new development on the property that meet or exceed those of the existing Sanctuary development.
9. Reservation of one seat on the architectural review board established in the deed restrictions for an elected representative from the existing Sanctuary Homeowners Association.
10. Limitation imposed on Giguere Homes to not seek a variance to encroach into the required wetland buffer on Lots 4, 5, and 6.
11. Restriction of construction hours to only between 8 a.m. to 6 p.m., Monday-Saturday.

The Planning Commission held the public hearing for Tentative Preliminary Plat #19012 at its meeting on August 12, 2019 and voted to recommend approval on August 26, 2019, citing the following reasons for its decision:

**Tentative Preliminary Plat #19012 (Giguere Homes)
Township Board (September 3, 2019)
Page 2**

- The proposed tentative preliminary plat meets the conditions established in Rezoning #18160.
- The proposed tentative preliminary plat complies with the Township's Land Division Ordinance and with the Land Division Act of the State of Michigan (MCL 560.101 et seq., as amended).
- All lots in the proposed tentative preliminary plat meet or exceed the minimum lot width and minimum lot area requirements of the RAAA (Single Family-Low Density) zoning district.
- The proposed tentative preliminary plat will be adequately served by public water and sewer utilities.

Staff memorandums outlining the rezoning request and minutes from the Planning Commission meetings at which the request was discussed are provided for the Board's review.

Township Board Options

The Township Board shall approve, approve with conditions, or deny the proposed tentative preliminary plat within 90 days of the plat being filed with the Township. The application was deemed complete on July 26, 2019 therefore the Board must take action no later than the October 15, 2019 regular meeting. A resolution will be provided at a future meeting.

Attachment

1. Staff memorandums dated August 8, 2019 and August 23, 2019, with attachments.
2. Resolution recommending approval dated August 26, 2019.
3. Planning Commission minutes dated August 12, 2019 (public hearing) and August 26, 2019 (decision).
4. Communications received by the Planning Commission.

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To: Planning Commission

From: Peter Menser, Principal Planner
Mackenzie Dean, Assistant Planner

Date: August 8, 2019

Re: Tentative Preliminary Plat #19012 (Giguere Homes), proposed seven lot subdivision titled Sanctuary 3 located on the north side of Robins Way, east of Hulett Road.

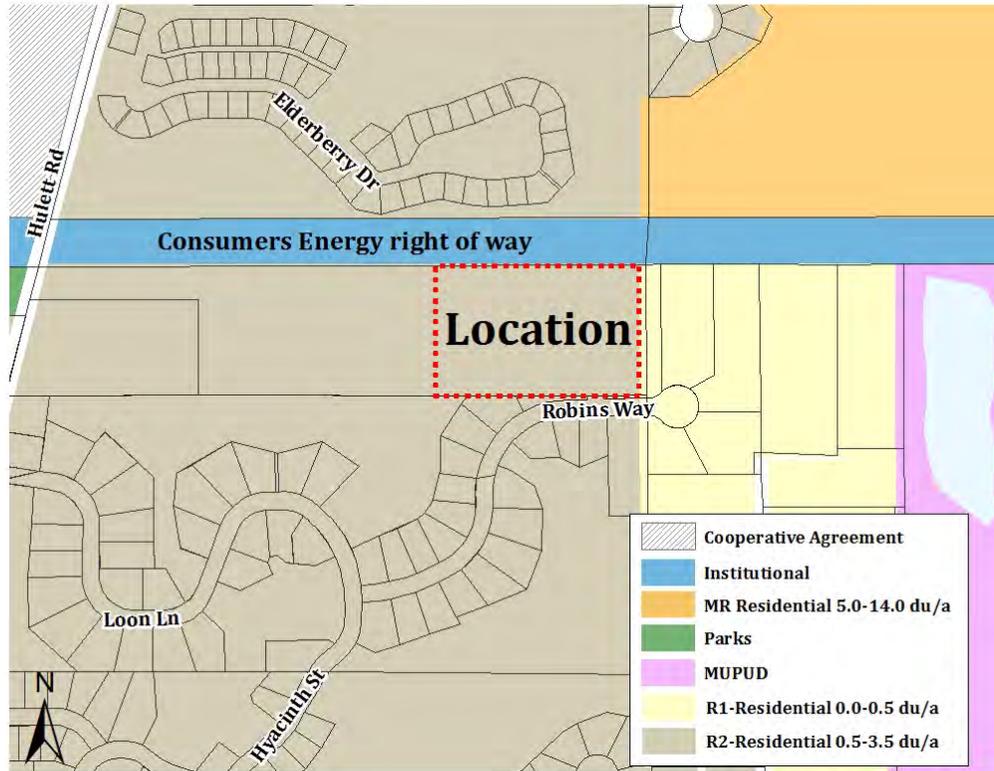
Giguere Homes has requested tentative preliminary plat (TPP) approval for Sanctuary 3, a subdivision consisting of seven lots on 7.36 acres located on the north side of Robins Way, east of Hulett Road. The property is zoned RAAA (Single Family-Low Density) and is bound by 11 conditions stemming from the rezoning of the parcel (REZ #18160) from RR (Rural Residential), which was approved by the Township Board on March 19, 2019. The Planning Commission discussed the conceptual prepreliminary plat at its meeting on June 24, 2019.

The Tentative Preliminary Plat process includes a public hearing and a recommendation from the Planning Commission. The Township Board has the final authority to approve, approve with conditions, or deny the tentative preliminary plat. After the TPP, the next steps in the plat process are final preliminary plat, and final plat. The final preliminary plat and final plat are subject to only Township Board approval.

Master Plan

The Future Land Use Map from the 2017 Master Plan designates the subject property in the R2 Residential 0.5 – 3.5 dwelling units per acre category. The proposed seven lot subdivision on 7.36 acres results in a 0.95 dwelling unit per acre density, which meets the Master Plan designation for the property.

FUTURE LAND USE MAP



Zoning

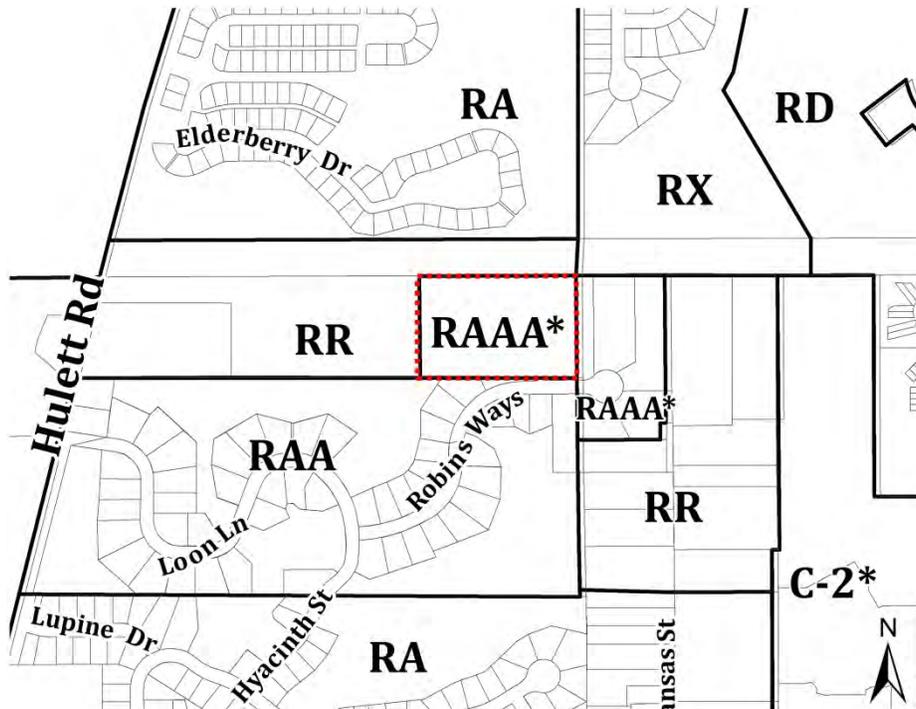
The subject site is located in the RAAA (Single Family-Low Density) zoning district, which requires a minimum of 100 feet of lot width and 20,000 square feet of lot area. The lots in the TPP meet the minimum lot width and lot area standards for the RAAA zoning district. The front yard setback for houses would be 25 feet. Side yard setbacks in RAAA zoning is 10 feet. Rear yard setbacks are established based on the depth of the lot, with 30 foot rear yard setbacks required for lots 150 feet or less in depth and 40 foot setbacks for those lots greater than 150 feet in depth. Maximum lot coverage, which includes both principal buildings and accessory buildings (detached garages, sheds) in RAAA, is 30 percent. The maximum building height permitted is 35 feet or 2.5 stories.

Rezoning #18160 was approved with 11 conditions that run with the land and will impact future development of the property. The conditions are as follows:

1. Limit current development of the site to a maximum of seven lots.
2. Limit future development of the site to a maximum of seven lots.
3. Establishment of a 50 foot wide natural preservation area along the south side of the parcel to be deeded to the homeowners association.

4. Establishment of a five foot wide tree buffer on the north side of the 50 foot wide natural preservation area on the south side of the parcel, including deed restrictions on Lots 6 & 7 requiring preservation of any trees within the buffer that have a trunk diameter greater than or equal to 12 inches.
5. Establishment of an 80 foot natural preservation area along the west side of the parcel to be deeded to the homeowners association.
6. Establishment of a 20 foot wide preservation area along the north side of the parcel, including deed restrictions on Lots 3, 4, & 5 requiring the preservation area remain undisturbed.
7. Establishment of a 10 foot wide tree buffer area on the south side of the 20 foot wide preservation area along the north side of the parcel, including deed restriction on Lots 3, 4, & 5 requiring preservation of any trees within the buffer that have a trunk diameter greater than or equal to 12 inches.
8. Establishment of deed restrictions for the homes in any new development on the property that meet or exceed those of the existing Sanctuary development.
9. Reservation of one seat on the architectural review board established in the deed restrictions for an elected representative from the existing Sanctuary Homeowners Association.
10. Limitation imposed on Giguere Homes to not seek a variance to encroach into the required wetland buffer on Lots 4, 5, and 6.
11. Restriction of construction hours to only between 8 a.m. to 6 p.m., Monday-Saturday.

ZONING MAP



Physical Features

The 7.36 acre site is undeveloped, with single family homes surrounding the property on all sides. The topography of the site slopes from 876 feet above mean sea level in the center of the parcel to a low point of 865 feet above mean sea level near the western edge of the site. The Flood Insurance Rate Map (FIRM) for Meridian Township indicates the property is not located in a floodplain.

The Turtle Crossing Drain is located on the southeastern corner of the property, running through Lot 1 of the plat. The Township's water features setback ordinance (Sec. 86-471) requires a 50-foot setback measured from the top of the bank on the side of the drain for any structure or grading.

Wetlands

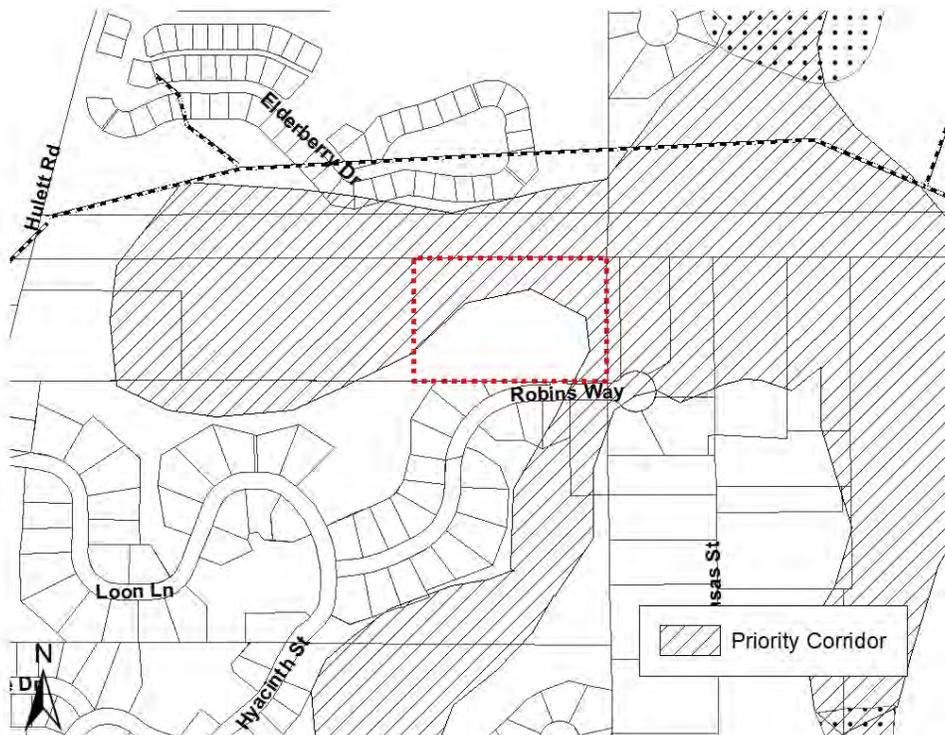
A wetland delineation report was submitted for the property (WDV #19-05) which shows two wetlands regulated by both the Michigan Department of Environment, Great Lakes, and Energy (EGLE) and Meridian Township are present. The Township wetland consultant has verified the wetland delineation. The submitted site plan depicts the wetlands as identified in the delineation and verified by the Township.

The Township's water features setback ordinance calls for a 40-foot setback from the boundary of a wetland, within which no grading or construction may occur. Since the wetland areas within the site are each part of larger wetlands exceeding two acres in size, the plat correctly shows a 40-foot water features setback around each wetland. The setback encroaches onto portions of Lots 1, 2, 4, 5, and 6 near the rear of each lot. The buildable areas of each lot are depicted on the submitted plans. A wetland use permit will be required for any work proposed in the wetlands or storm drainage directed to the wetlands, neither of which are proposed.

Greenspace Plan

The Township Greenspace Plan shows a Priority Conservation Corridor (PCC) on the property. A PCC is a network of ecologically significant open spaces.

GREENSPACE PLAN



Streets & Traffic

The site fronts on Robins Way. Robins Way is a two-lane road designated as a Local Street. Traffic counts are not available for Robins Way. The most recent (2017) traffic count information from the Ingham County Road Department (ICRD) for Hulett Road, between Jolly Road and Bennett Road, showed a total of 3,552 vehicles in a 24 hour period.

During the 2018 rezoning (REZ #18160), data from the Institute of Transportation Engineers (ITE) Trip Generation Manual (8th Edition) was utilized to estimate future traffic volumes, shown below:

	RAAA zoning (7 lots)
Peak Hour trips	6.16 (a.m.) 8.16 (p.m.)
Weekday trips	76.56

Tentative Preliminary Plat #19012 (Giguere Homes)
Planning Commission (August 12, 2019)
Page 6

A traffic assessment or study is required for a tentative preliminary plat if the project generates between 50 and 99 directional trips during a morning or afternoon peak hour (assessment) or if the project generates 100 or more directional trips during a peak hour or over 750 trips per day (study). In this case a traffic assessment is not required.

Utilities

The applicant intends to extend public water and sewer to the subdivision and will work with the Township Engineering Department on the extension of public utilities to the site. Design and construction of public water and sewer services must be consistent with Department of Public Works and Engineering standards.

While a preliminary storm sewer plan is not required at the TPP stage, the system may not drain into regulated wetlands without the appropriate permits, and the runoff volumes from the site may not exceed predevelopment levels. The future storm drainage system must be reviewed and approved by the Director of Public Works and Engineering and the Ingham County Drain Commissioner.

Staff Analysis

The requirements of the RAAA Zoning District, the Land Division Ordinance, and other Township regulations are the standards to consider when reviewing the plat. The design standards from Chapter 62 (Land Division) found in Section 62-60 of the Code of Ordinances will be used to assess the proposed platted subdivision at every step of review in the platting process. The design standards provide detailed requirements related to lot dimensions, common areas, streets, sidewalks, landscaping, easements, and utilities. Review by staff indicates the lots in the plat generally conform to the size and arrangement standards identified in the land division ordinance. Further, the plat appears to meet the conditions established in Rezoning #18160 related to the maximum number of lots and areas identified for preservation.

The TPP stage does not grant the developer any rights or assurances to begin work on the site. TPP approval confers upon the applicant for a period of one year approval of lot sizes, lot orientation, street layout, and application of the subdivision regulations which are in effect at the time of the approval. Once the applicant has received TPP approval from the Township, the plat will be submitted, as necessary, to other agencies, including the Ingham County Drain Commissioner, Ingham County Road Department, Ingham County Health Department, Michigan Department of Environment, Great Lakes, and Energy (EGLE), Ingham County Plat Board, and Tri-County Regional Planning Commission for consideration. Once the applicant has received approval from these agencies, the plat will be submitted to the Township for Final Preliminary Plat approval.

Planning Commission Options

The Planning Commission may recommend approval, approval with conditions, or disapproval of the tentative preliminary plat (TPP) within 60-days of the plat being filed with the Township. The application was deemed complete on July 26, 2019 therefore the Planning Commission must make its recommendation no later than the September 23, 2019 regular meeting. A resolution will be provided for the Commission's consideration at a future meeting.

Attachments

1. Tentative Preliminary Plat Application.
2. Letter from Derek Lisabeth dated July 15, 2019.
3. Tentative Preliminary Plat prepared by Enger Surveying and Engineering dated July 12, 2019.
4. Wetland verification letter report prepared by FTC&H dated May 23, 2019.

G:\Community Planning & Development\Planning\PLATS (PLAT)\2019\Tentative Preliminary Plat #19012 (Giguere) Sanctuary 3

CHARTER TOWNSHIP OF MERIDIAN
DEPARTMENT OF COMMUNITY PLANNING AND DEVELOPMENT
5151 MARSH ROAD OKEMOS, MI 48864
(517) 853-4560

RECEIVED
JUL 15 2019

TENTATIVE PRELIMINARY PLAT APPLICATION

- A. Proprietor(s) Giguere Homes
Address of proprietor 6200 Pine Hollow Drive, Ste.100, East Lansing, MI 48823
Contact information: Work 1-517-339-3600 Home _____
Fax 1-517-339-7201 Email d Elisabeth@giguerehomes.com
- B. Plat name Sanctuary III Number of lots 7
Site address/location East end of Robins Way on North side of road
Legal description (Attach additional sheets if necessary) See attached
Parcel number(s) Parent parcel (33-02-02-32-400-005) Zoning designation RAAA
Acreage of site 7.36 Acres of floodplain N/A Acres of wetlands 1.16
- C. Architect, engineer, planner, and/or surveyor responsible for the design of the plat:
Name of Company Enger Surveying & Engineering
Contact person Ron Enger
Contact information: Work 1-517-676-6565 Home _____
Fax 1-517-676-6675 Email ese@acd.net
- D. The proprietor shall submit the application, fee and all required materials as outlined in Section 62-34 of the Township Code of Ordinances. An application will not be considered complete until all required materials have been submitted.
- E. I (we) hereby grant permission for members of the Charter Township of Meridian's Boards and/or Commissions, Township staff member(s) and the Township's representatives or experts the right to enter onto the above described property (or as described in the attached information) in my (our) absence for the purpose of gathering information including but not limited to the taking and the use of photographs.

Yes No (Please check one)

By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate.

Signature of Proprietor

James Giguere

Proprietor's name (Printed)

7/16/19

Date

\$670.00

Fee

Madeline J. Don

Received by/Date

7/15/19

TENTATIVE PRELIMINARY PLAT CHECKLIST

RECEIVED

JUL 15 2019

The checklist is intended only as a guide to the information and materials that are required to be submitted with a tentative preliminary plat application. For a detailed list, refer to Section 62-34 of the Township Code of Ordinances.

Plat name Sanctuary III

Check if provided

✓	1.	Ten sealed copies on paper not greater than 24" X 36" drawn at a scale of not more than 200 feet to one inch.
✓	2.	Scale and north arrow shown on the plat.
✓	3.	One 8.5 " X 11" copy of the plat.
✓	4.	Proof of property ownership in the form of a title insurance policy or a title opinion prepared by an attorney licensed in Michigan showing all legal and equitable owners (including mortgagees, contract purchasers, and fee owners) of the land, all grants, reservations, restrictions, or easements.
✓	5.	Legal description of the property proposed for the subdivision.
✓	6.	Vicinity map showing the general relationship of the subdivision to the surrounding area and nearby facilities.
✓	7.	The boundary of the proposed subdivision with dimensions of the entire property and of any easements.
✓	8.	Owners of all adjacent properties and the names of adjacent subdivisions identified on the plat.
✓	9.	Boundary and character of woodlands, wetlands, 100-year floodplain, other features, and required setbacks. Wetlands shall be delineated by a wetlands professional, with data provided in a written report.
✓	10.	Existing stormwater drainage patterns.
✓	11.	Soils based on the soil survey for Ingham County or soil borings.
N/A	12.	Identified habitat of endangered, threatened, or special concern species.
✓	13.	Sight distance limitations along existing or proposed streets.
✓	14.	Topographic relief of the site and land within 100-feet of the site at two foot contour intervals (referenced to a USGS elevation datum). Slopes greater than eight percent must be highlighted.
✓	15.	The general topography and features of adjacent land, when stub streets are proposed at or near the boundaries of the subdivision.
N/A	16.	Other unique features of the site (such as historic or archaeological).
✓	17.	Zoning classification of the site and all adjacent properties.
✓	18.	Table providing the area (in square feet), width, and depth of each lot.
✓	19.	Buildable area shall be indicated on each lot as well as the required setbacks from any wetland or water feature.
✓	20.	Name, location, and right-of-way width of any existing public roads, street, highways, or railroads adjacent to or on the site and within 100 feet of the site. Number of lanes and the most current traffic volumes shall be noted for existing public streets, roads, and highways.
✓	21.	Location and size of any existing public or private water lines, sanitary sewers, or storm sewers, drains, culverts, and other underground structures within the site or immediately adjacent.
✓	22.	Location of above or below ground utilities within the site or adjacent, including gas, electric, telephone, and cable.
✓	23.	Location of existing permanent structures on or within 100' of the site.
✓	24.	A written statement specifying the intended use of the plat.
N/A	25.	Traffic assessment or study (if required).
✓	26.	Proposed subdivision name.
✓	27.	Layout, right-of-way width, typical cross-section, and names of proposed public streets.
N/A	28.	Sight distance plan and profile at each intersection of a planned subdivision street with any existing public street.
✓	29.	Location, width, and construction material of any sidewalks or pathways.
✓	30.	Location, width, and purpose of any proposed easements.
✓	31.	Dimensions and area of all proposed lots or outlots. Lots shall be numbered consecutively and outlots alphabetically.
✓	32.	Location, dimensions, and area of all parcels of land proposed to be set aside for commons, parks, playgrounds, or other grounds. The conditions of any dedication or reservation shall be specified.
N/A	33.	For phased subdivisions; a general layout for the entire development shall be provided. The temporary construction and permanent access to future phases shall be identified.
✓	34.	A statement indicating whether street lighting is proposed in the subdivision.



July 15, 2019

Re: Tentative Preliminary Plat, Parcel #32-400-005

RECEIVED
JUL 15 2019

To whom it may concern,

The intended use of the plat is for the construction of (7) single family residential homes.

The proposed name for the plat is "Sanctuary III".

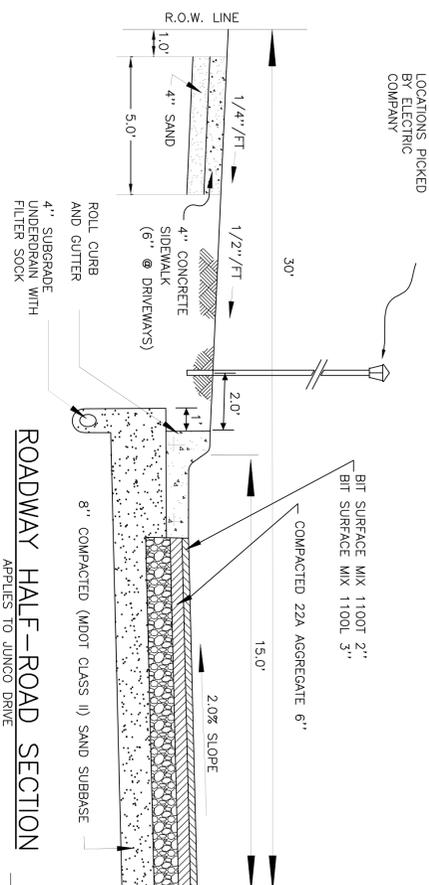
Street lighting will be included in the plat.

Sincerely,

A handwritten signature in blue ink, appearing to read "Derek Lisabeth", is written over a blue horizontal line.

Derek Lisabeth
Giguere Homes

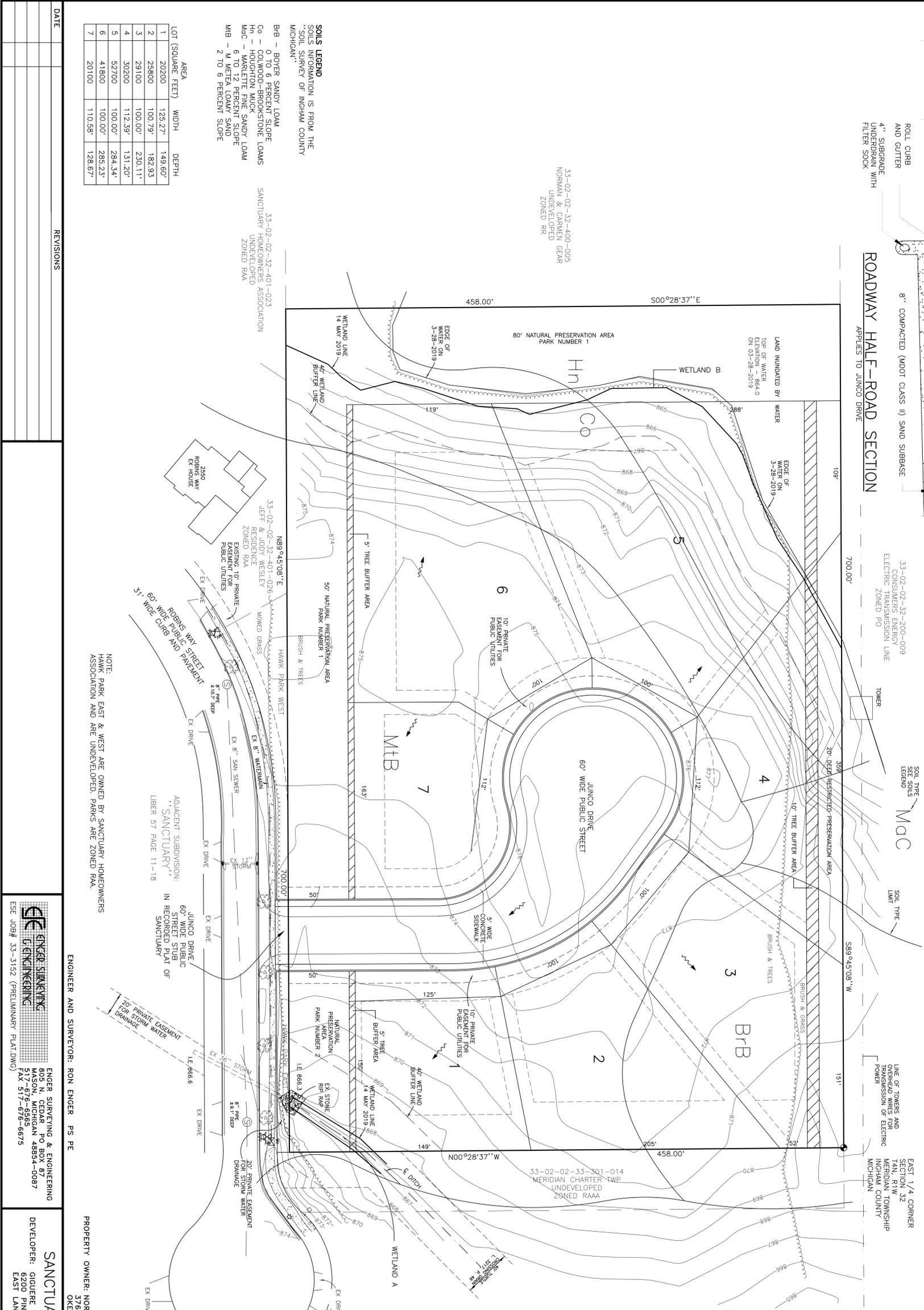
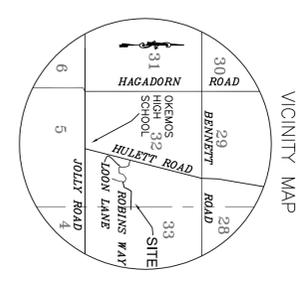
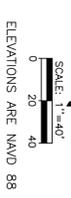
STREET LIGHTS AT
LOCATIONS PICKED
BY ELECTRIC
COMPANY



A SUBDIVISION OF A PART OF THE SOUTHEAST 1/4 OF SECTION 32, T4N, R1W,
MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN

PRELIMINARY PLAT OF SANCTUARY III

ROADWAY HALF-ROAD SECTION
APPLIES TO JUNCO DRIVE



LOT	AREA (SQUARE FEET)	WIDTH	DEPTH
1	20200	125.27'	149.60'
2	25800	100.79'	182.93'
3	29100	100.00'	230.11'
4	30200	112.39'	131.20'
5	52700	100.00'	284.34'
6	41800	100.00'	285.23'
7	20100	110.58'	128.67'

SOILS LEGEND
SOILS INFORMATION IS FROM THE
"SOIL SURVEY OF INGHAM COUNTY
MICHIGAN"

BrB - BOYER SANDY LOAM
Co - 0 TO 6 PERCENT SLOPE
COLWOOD-BROOKSTONE LOAMS
Hh - HOUGHTON WICK
Mdc - MARLETTE FINE SANDY LOAM
Mh - 6 TO 12 PERCENT SLOPE
MhB - MARLETTE FINE SANDY LOAM
2 TO 6 PERCENT SLOPE

33-02-02-32-400-005
NORMAN & CARMEN GEAR
UNDEVELOPED
ZONED RR

33-02-02-32-401-023
SANCTUARY HOMEOWNERS ASSOCIATION
UNDEVELOPED
ZONED RAA

33-02-02-32-401-026
JEFF & JUDY WESLEY
RESIDENCE
ZONED RAA

NOTE: PARK EAST & WEST ARE OWNED BY SANCTUARY HOMEOWNERS
ASSOCIATION AND ARE UNDEVELOPED. PARKS ARE ZONED RAA.

ADJACENT SUBDIVISION:
"SANCTUARY" IN RECORDED PLAT OF
LIBER 57 PAGE 11-18

ADJACENT SUBDIVISION:
"SANCTUARY" IN RECORDED PLAT OF
LIBER 57 PAGE 11-18

ADJACENT SUBDIVISION:
"SANCTUARY" IN RECORDED PLAT OF
LIBER 57 PAGE 11-18

LEGAL DESCRIPTION -
A parcel of land in the Southeast 1/4 of Section 32, T4N, R1W, Meridian Township, Ingham County, Michigan; the boundary of said parcel being described as BEGINNING at the East 1/4 Corner of Section 32, T4N, R1W, Michigan Meridian; thence S89°45'08" W, along the East-West 1/4 line, 700.00 feet; thence S00°28'37" E, 458.00 feet to the North line of the recorded subdivision named Sanctuary; thence N89°45'08" E, along said North line, 700.00 feet to the East line of said Section; thence N00°28'37" W, along said Section line, 458.00 feet to the point of beginning; said parcel contains 7.36 acres.

WRITTEN STATEMENTS
1-THE INTENDED USE OF THE PLAT IS FOR THE CONSTRUCTION OF (7) SINGLE FAMILY RESIDENTIAL HOMES.
2-THE PROPOSED NAME FOR THE PLAT IS "SANCTUARY III"
3-STREET LIGHTING WILL BE INCLUDED IN THE PLAN.

SITE ANALYSIS
5A
AREA LABELED "BRUSH AND TREES" IS HARDWOOD TREES DIAMETER RANGING FROM 2 INCH TO 36 INCH, WITH PERHAPS SOME WITH GREATER THAN 36 INCH DIAMETER, SOME SCATTERED BRUSH BELOW, BUT FOR MOST PART IS OPEN BENEATH THE CANOPY.
AREA LABELED BRUSH AND GRASS IS TALL GRASS AND LOW BRUSH.

5B
PART OF THE LAND IS INUNDATED BY WATER. THIS POND IS VISIBLE ON AERIAL PHOTOGRAPHS DATING BACK TO 1999.
WETLAND AREAS DETERMINED BY MARK WETLAND AND VERIFIED BY THE TOWNSHIP'S WETLAND CONSULTANT, FISHERBECK, THOMPSON, CARR & HUBER, INC. STAFF ON MAY 14, 2019 AND DESCRIBED IN THEIR LETTER DATED MAY 15, 2019. THE WETLANDS BOUNDARY IS VERIFICATION AND PROPERTY, FLOODPLAIN AREA WITH ELEVATION 866 NAVD 88 IS SHOWN ON THE FEMA MAP ABOUT 150 FEET EAST OF THIS PROPERTY.

5F
SIGHT DISTANCE LIMITATION DOES NOT EXIST THE INTERSECTION OF JUNCO DRIVE WITH ROBINS WAY/SITE
AREA:
NATURAL PRESERVATION AREA= 64610 ST
DEEP RESERVED PRESERVATION AREA= 12382 ST
TREE BUFFER AREA= 5000 ST

NOTE:
WITHIN THE 10' AND 5' TREE BUFFER AREAS 12" AND LARGER DIAMETER TREES WILL NOT BE CUT

LAND IN SUBDIVISION IS IN
ZONING DISTRICT RAA:
20000 SFT MIN
100' MIN WIDTH
25' FRONT YARD
30' REAR YARD IF LOT UP 150' DEEP
40' REAR YARD FOR LOT OVER 150' DEEP

ENGINEER AND SURVEYOR: RON ENGER, P.S. PE
3760 HULETT ROAD
OKEMOS MICHIGAN 48864
PLAN DATE: JULY 12, 2019

PROPERTY OWNER: NORMAN AND CARMEN GEAR

ENGINEER SURVEYING & ENGINEERING
805 N. CEDAR, PO BOX 87
MASON, MICHIGAN 48854-0087
P.L.# 517-519-6565
E.S.E. JOB# 33-3152 (PRELIMINARY PLAT/DWG)

DEVELOPER: GIGUERE HONES
6200 PINE HOLLOW DR STE 100
EAST LANSING MI 48823

SANCTUARY III
PRELIMINARY PLAT

HORZ SCALE: 1" = 40'
SHEET 1 OF 1



May 23, 2019
Project No. 190708

Mr. Peter Menser
Charter Township of Meridian
5151 Marsh Road
Okemos, MI 48864-1198

Re: Wetland Boundary Verification – WDV 19-05
3760 Hulett Road, Meridian Township, Ingham County, Michigan

Dear Peter:

On May 14, 2019, Fishbeck, Thompson, Carr & Huber, Inc. (FTCH) staff conducted a field investigation and verified wetland boundaries on an approximately 7.36-acre site located at 3760 Hulett Road (the Site). The Site is in Section 32 of Meridian Township (Town 4 North, Range 1 West).

Site wetlands were delineated by Marx Wetlands (Marx), as described in its October 6, 2017, report entitled *Wetland Determination Report: Giguere Homes Site, Section 32, Meridian Township, Ingham County, Michigan* (Report). Giguere Homes intends to construct seven single-family residences and Junco Drive at the Site.

Site Investigation

FTCH staff met Ms. Bryana Guevara of Marx at the site on May 14th to inspect the wetland boundary. Site conditions were generally consistent as described in the Report. Marx delineated two wetlands, which are discussed below.

Wetland A: This emergent wetland is located along a drainageway at the southeast corner of the Site. The creek flows through a culvert under Robins Way Drive to the northeast. The creek appears to drain into wetland contiguous with the Smith Drain. Ms. Guevara indicated wetland boundary flags were originally placed on both sides of the creek, labelled A1 through A5 (with duplicate flags on each side of the creek). Flags labelled A4 were observed and were appropriately placed. The remaining flags were no longer present. We reflagged the wetland boundary with wetland flags labelled A2 and A3.

Wetland B: Wetland B is a large wetland complex with its eastern edge at the western end of the Site. Wetland B corresponds to Township Wetland 32-36, an approximately 31.67-acre emergent, scrub/shrub, forested and open water wetland. Wetland boundary flags B1 through B25 were evaluated on the Site. Most of the wetland flags were observed. Some of the wetland flags were placed too high in the landscape, as verified by the presence of spring ephemeral wildflowers that confirmed the presence of mesic forest. The following adjustments to the wetland boundary were made:

- Wetland flag B0 was placed near the northern property boundary. This is a new wetland flag.
- Flag B1 was moved north, closer to open water.
- Flags B2 through B5 were removed.
- New flag B2 was placed to the north of the original flag B2 location. It connects to new flag B1 and existing flag B8. Flags B6 through B7 were not observed.
- Flag B12 was moved approximately 10 feet northwest.
- Flag B13 was removed.
- Flag B14 was moved northwest (it connects to new flag B12 and original flag B15).
- Flag B20 was moved closer to open water.
- All other wetland flags were appropriately placed (i.e. flags B8 through B11, B15 through B19, and B21 through B25).



Regulatory Review

The regulatory review was based upon the Report and site observations. Section 22-116 of the Township's Wetland Protection Ordinance defines "protected wetlands" as wetlands greater than two acres in size and wetlands, regardless of size, which are contiguous (i.e. within 500 feet of) to any inland lake, stream, river, or pond, whether partially or entirely within the project site. Wetland A is contiguous with a stream. Wetland B is greater than two-acres in size and is also contiguous with a pond. Therefore, both wetlands are regulated by the Township.

A Wetland Use Permit (WUP) is required from the Township for any of the following activities:

- Placing fill or permitting the placement of fill in regulated wetland.
- Dredging, removing, or permitting the removal of soil or minerals from regulated wetland.
- Constructing, operating, or maintaining any use or development in regulated wetland.
- Draining surface water from regulated wetland.

In addition, the Township requires that all structures and grading activities during site development shall be set back 40 feet from the delineated wetland boundary and a natural vegetation strip shall be maintained within 20 feet of the wetland boundary.

FTCH recommends the wetland boundaries and buffers on the Site survey be updated as described in this letter. If you have any questions regarding this letter or any other wetland-related issues, please contact me at 616.464.3738 or ehtripp@ftch.com.

Sincerely,

FISHBECK, THOMPSON, CARR & HUBER, INC.

A handwritten signature in black ink that reads "Elise Hansen Tripp". The signature is written in a cursive, flowing style.

Elise Hansen Tripp, PWS

pmb

By email

cc: Mr. Mark Kieselbach – Charter Township of Meridian



To: Planning Commission

From: Peter Menser, Principal Planner

Date: August 23, 2019

Re: **Tentative Preliminary Plat #19012 (Giguere Homes), proposed seven lot subdivision titled Sanctuary 3 located on the north side of Robins Way, east of Hulett Road.**

The Planning Commission held the public hearing for Tentative Preliminary Plat #19012 at its meeting on August 12, 2019. At the meeting the Planning Commission agreed to consider a resolution to recommend approval of the tentative preliminary plat at its next meeting on August 26, 2019. The next step in the review process is consideration by the Township Board.

Planning Commission Options

The Planning Commission may recommend approval, approval with conditions, or disapproval of the tentative preliminary plat within 60 days of the plat being filed with the Township. The application was deemed complete on July 26, 2019 therefore the Planning Commission must make its recommendation no later than the September 23, 2019 regular meeting. A resolution to recommend approval of the tentative preliminary plat with conditions is provided.

- **Motion to adopt the resolution recommending approval of Tentative Preliminary Plat #19012 with conditions.**

Attachment

1. Resolution to recommend approval.

G:\Community Planning & Development\Planning\PLATS (PLAT)\2019\Plat #19012 (Giguere) Sanctuary 3\Tentative Preliminary Plat\Staff Reports\TPP 19012.pc2.docx

RESOLUTION TO APPROVE

**Tentative Preliminary Plat #19012
(Giguere Homes)**

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 26th day of August, 2019, at 7:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, Giguere Homes has requested tentative preliminary plat approval for a single family subdivision identified as Sanctuary 3 consisting of seven lots on 7.36 acres located on the north side of Robins Way, east of Hulett Road; and

WHEREAS, the Planning Commission held the public hearing for Tentative Preliminary Plat #19012 at its meeting on August 12, 2019 and has reviewed the staff material forwarded under a cover memorandum dated August 8, 2019; and

WHEREAS, the proposed tentative preliminary plat meets the conditions established in Rezoning #18160; and

WHEREAS, the proposed tentative preliminary plat complies with the Township’s Land Division Ordinance and with the Land Division Act of the State of Michigan (MCL 560.101 et seq., as amended); and

WHEREAS, all lots in the proposed tentative preliminary plat meet or exceed the minimum lot width and minimum lot area requirements of the RAAA (Single Family-Low Density) zoning district; and

WHEREAS, the proposed tentative preliminary plat will be adequately served by public water and sewer utilities; and

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Tentative Preliminary Plat #19012, subject to the following conditions:

1. Approval is recommended based on the revised Tentative Preliminary Plat prepared by Enger Surveying and Engineering dated July 12, 2019 and received by the Township on July 15, 2019.
2. Approval is recommended subject to the 11 conditions established in Rezoning #18160.
3. The applicant shall obtain all necessary permits and approvals from the Ingham County Drain Commissioner, Ingham County Road Department, Michigan Department of Environment, Great Lakes, and Energy (EGLE), Ingham County Health Department, and the Township. Copies of all permits and approval letters shall be submitted to the Department of Community Planning and Development.

Resolution to Recommend Approval

TPP #19012 (Giguere Homes)

Page 2

4. Final utility plans shall be subject to the approval of the Director of Public Works and Engineering and shall be completed in accordance with Township Engineering Design and Construction Standards.
5. Storm sewer leads shall be provided to each lot in the subdivision. The final location of the leads shall be subject to the approval of the Director of Public Works and Engineering. All residences constructed in the subdivision shall be connected to the leads.
6. An overall grading plan for the subdivision shall be required with detailed construction plans prior to issuance of any building permits.
7. No grading, tree removal, or subdivision improvements shall occur on the site until Final Preliminary Plat approval is granted by the Township Board, a pre-construction meeting has been held, and the Engineering Department has issued authorization to proceed.
8. Prior to any construction or grading on the site the applicant shall install silt fencing at the upland edge of water feature setbacks. The silt fencing shall be removed after construction once the area is stabilized and vegetation has been established.
9. The property owner shall establish and record easements for the five foot and 10 foot tree buffer areas identified on the tentative preliminary plat.
10. Trees identified for protection during construction and the means of protection shall be identified prior to approval of the final preliminary plat.
11. Natural Preservation Area Park Number 1 and Number 2 shall be identified as private parks.
12. The property owner shall submit evidence that the 20 foot deed restricted preservation area on the north side of the tentative preliminary plat has been added and recorded to the deeds for Lots 3, 4, and 5 prior to the sale of lots.
13. Five foot wide concrete sidewalks shall be constructed around the proposed Junco Drive cul-de-sac. The final location of the sidewalk shall be subject to the approval of the Director of Public Works and Engineering. The design and construction of the sidewalk shall be in accordance with Township Engineering Design and Construction Standards.
14. The natural vegetation strip associated with wetlands and open county drain shall be clearly identified with permanent markers. The size, number, location, and the language on the markers shall be subject to the approval of the Director of Community Planning and Development.
15. Interior street trees shall be required along the proposed Junco Drive cul-de-sac within the subdivision. Species and location of the trees shall be subject to the approval of the Director of Community Planning and Development and the Ingham County Road Department.
16. Any wellhead(s) located on the site shall be properly closed and abandoned per the requirements of the Ingham County Health Department and the Township, prior to the issuance of any permit for construction activity, including grading permits.

Resolution to Recommend Approval

TPP #19012 (Giguere Homes)

Page 3

17. If a development entry sign is planned for the subdivision, a detailed drawing to scale shall be provided to the Department of Community Planning and Development for review and approval prior to final plat submittal showing the location and dimensions of the sign, as well as depicting the easement location for the sign.

18. The proposed Junco Drive cul-de-sac shall be constructed to Ingham County Road Department standards.

ADOPTED: YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Chair of the Planning Commission of the Charter Township Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Planning Commission on the 26th day of August, 2019.

John Scott-Craig
Planning Commission Chair

RESOLUTION TO APPROVE

**Tentative Preliminary Plat #19012
(Giguere Homes)**

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 26th day of August, 2019, at 7:00 p.m., Local Time.

PRESENT: Chair Scott-Craig, Vice-Chair Lane, Commissioners Trezise, Cordill, Shrewsbury, Hendrickson, and Richards

ABSENT: Commissioner Premoe

The following resolution was offered by Vice-Chair Lane and supported by Commissioner Shrewsbury.

WHEREAS, Giguere Homes has requested tentative preliminary plat approval for a single family subdivision identified as Sanctuary 3 consisting of seven lots on 7.36 acres located on the north side of Robins Way, east of Hulett Road; and

WHEREAS, the Planning Commission held the public hearing for Tentative Preliminary Plat #19012 at its meeting on August 12, 2019 and has reviewed the staff material forwarded under a cover memorandum dated August 8, 2019; and

WHEREAS, the proposed tentative preliminary plat meets the conditions established in Rezoning #18160; and

WHEREAS, the proposed tentative preliminary plat complies with the Township's Land Division Ordinance and with the Land Division Act of the State of Michigan (MCL 560.101 et seq., as amended); and

WHEREAS, all lots in the proposed tentative preliminary plat meet or exceed the minimum lot width and minimum lot area requirements of the RAAA (Single Family-Low Density) zoning district; and

WHEREAS, the proposed tentative preliminary plat will be adequately served by public water and sewer utilities; and

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Tentative Preliminary Plat #19012, subject to the following conditions:

1. Approval is recommended based on the revised Tentative Preliminary Plat prepared by Enger Surveying and Engineering dated July 12, 2019 and received by the Township on July 15, 2019.
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Resolution to Recommend Approval

TPP #19012 (Giguere Homes)

Page 2

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5. Storm sewer leads shall be provided to each lot in the subdivision. The final location of the leads shall be subject to the approval of the Director of Public Works and Engineering. All residences constructed in the subdivision shall be connected to the leads.
6. An overall grading plan for the subdivision shall be required with detailed construction plans prior to issuance of any building permits.
7. No grading, tree removal, or subdivision improvements shall occur on the site until Final Preliminary Plat approval is granted by the Township Board, a pre-construction meeting has been held, and the Engineering Department has issued authorization to proceed.
8. Prior to any construction or grading on the site the applicant shall install silt fencing at the upland edge of water feature setbacks. The silt fencing shall be removed after construction once the area is stabilized and vegetation has been established.
9. The property owner shall establish and record easements for the five foot and 10 foot tree buffer areas identified on the tentative preliminary plat.
10. Trees identified for protection during construction and the means of protection shall be identified prior to approval of the final preliminary plat.
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12. The property owner shall submit evidence that the 20 foot deed restricted preservation area on the north side of the tentative preliminary plat has been added and recorded to the deeds for Lots 3, 4, and 5 prior to the sale of lots.
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14. The natural vegetation strip associated with wetlands and open county drain shall be clearly identified with permanent markers. The size, number, location, and the language on the markers shall be subject to the approval of the Director of Community Planning and Development.
15. Interior street trees shall be required along the proposed Junco Drive cul-de-sac within the subdivision. Species and location of the trees shall be subject to the approval of the Director of Community Planning and Development and the Ingham County Road Department.
16. Any wellhead(s) located on the site shall be properly closed and abandoned per the requirements of the Ingham County Health Department and the Township, prior to the issuance of any permit for construction activity, including grading permits.

Planning Commission Discussion:

- Focus on the approval of the minor amendment and not a reconsideration of the original Special Use Permit and if it is complying with its terms and conditions brought up by the appellant during his presentation to the Planning Commission.
- The Special Use Permit goes with the land and the use is open space as proposed at this time is to remain green grass area.
- Adding property is a minor amendment under the ordinance and anything else would be another amendment.

A straw poll indicated the Planning Commission would be in favor of affirming the decision of the Director of Community Planning and Development without modifications its next meeting.

Chair Scott-Craig closed the public hearing at 9:28 p.m.

The Planning Commission took a 5 minute recess.



- D. Preliminary Plat #19012 (Giguere Homes), proposed seven lot subdivision titled Sanctuary 3 located on the north side of Robins Way, east of Hulett Road.

Chair Scott-Craig opened the public hearing at 8:34 P.M.

Principal Planner Menser provided a review of the proposal.

The applicant, Jim Giguere, 6253 Fenwick Court, said he was available to answer questions.

The Planning Commission agreed to consider a resolution to recommend approval of the plat at its next meeting.

Public Comment: None

Chair Scott-Craig closed the public hearing at 9:39 p.m.

7. Unfinished Business

- A. Special Use Permit #19111 (Woodward Limited Dividend Housing Association), develop 49 unit apartment complex with four buildings on north side of Sirhal Drive, west of Greencliff Drive.
- B. Special Use Permit #19121 (Woodward Limited Dividend Housing Association), construct group of buildings greater than 25,000 square feet in size on north side of Sirhal Drive, west of Greencliff Drive.

Principal Planner Menser stated both items would run concurrently and provided an update. He also noted a revised site plan was received late in the week so additional comments will be available at the next Planning Commission meeting on August 26, 2019.

Applicant Frank Fugate, 500 South Front Street Columbus, Ohio, with Woda Cooper Company provided additional information on the updated site plan prepared by Monument Engineering



- F. Preliminary Plat #19012 (Giguere Homes), proposed seven lot subdivision titled Sanctuary 3 located on the north side of Robins Way, east of Hulett Road.

Motion by Commissioner Lane to recommend approval of Tentative Preliminary Plat #19012 with conditions.

Supported by Commissioner Shrewsbury.

ROLL CALL VOTE:

YEAS: Commissioners Lane, Shrewsbury, Hendrickson, Richards, Cordill, Trezise and Scott-Craig.

NAYS: None

MOTION CARRIED: 7-0

8. Other Business

- A. Form based code initiative.

Principal Planner Menser provided additional information on the Form based code initiative. He noted a revised version of the code was included in the packet and is the result of recent meetings with the Director of Planning and Development and consultant team.

Planning Commission Comments:

- Concern that the regulating plan is outdated as the railroad is not shown and the river is not listed. Good maps are needed with detail.
- Idea to create a sub-committee with members from the Planning Commission and the Township Board to meet and discuss how to best move forward. Principal Planner Menser offered to speak the Township Manager and Director of Planning and Development to discuss options.

9. Reports and Announcements

- A. Township Board updates.

Principal Planner Menser provided an update on recent Township Board activities, noting the scheduled Township Board Meeting on August 20, 2019 was cancelled and the upcoming Township Board Meeting on September 3, 2019 will include the 2020 Budget.

10. Project Updates

- A. New Applications - None
 B. Site Plans Received - None
 C. Site Plans Approved - None

11. Public Remarks

- A. Appellant Sergey Barysheva, 2767 Mount Hope Road, expressed concern with Special Use Permit #19-74011.

Principal Planner Menser suggested Mr. Barysheva contact the Planning and Development Department to schedule a meeting and discuss his concerns.

Peter Menser

From: Lick, Brian P. <blick@clarkhill.com>
Sent: Monday, August 26, 2019 2:14 PM
To: Planning Commision (DG)
Cc: Peter Menser; ninety-sixdegrees@aol.com; karthikeyan_narayanan@yahoo.com; Mark Kieselbach
Subject: Preliminary Plat # 19012 (Giguere Homes)

Good Afternoon,

I am writing to oppose the approval of the Preliminary Plat # 19012 submitted by Giguere Homes because it does not comply with the conditions of rezoning as proposed by Mr. Giguere, agreed to by the concerned property owners, and approved by the Township. Specifically, as Suzanne Flowers (2601 Elderberry) and I discussed with Peter Menser and Mark Kieselbach on June 20, 2019, the Preliminary Plat # 19012 does not comply with conditions 6 & 7 of the approved rezoning, which require:

6. Establishment of a 20 foot wide preservation area along the north side of the parcel, including deed restrictions on Lots 3, 4, & 5 requiring the preservation area remain undisturbed.
7. Establishment of a 10 foot wide tree buffer area on the south side of the 20 foot wide preservation area along the north side of the parcel, including deed restriction on Lots 3, 4, & 5 requiring preservation of any trees within the buffer that have a trunk diameter greater than or equal to 12 inches.

The rezoning conditions were the result of the October 10, 2018 meeting facilitated by the Township between concerned members of the community and Giguere Homes. The 7.36 acre parcel is entirely wooded with mature trees. Conditions 6 & 7 were proposed to address specific concerns regarding the preservation of the mature trees on the north side of the parcel. In response to the concerns of community members and neighboring parcel owners regarding tree and habitat preservation, Mr. Giguere offered conditions 6 & 7 to establish a total 30 foot wide preservation area to preserve the existing mature trees on the north side of the parcel. The intended purpose of conditions 6 & 7, as offered by Giguere Homes, and as understood and accepted by the concerned citizens, and as approved by the Township, was to protect a 30 foot wide area of the mature trees on the north side of the wooded parcel.

Between the time Giguere Homes initially submitted its rezoning application in January 2018, to the time Giguere Homes submitted the Pre-Preliminary Plat Application in April 2019, the parcel survey flags always followed the tree line. Because the survey flags followed the tree line on the north side of the parcel, and based on Mr. Giguere's representations that conditions 6 & 7 would address concerns regarding the preservation of the mature trees on the north side of the parcel, the community and the township were led to believe that conditions 6 & 7 would provide a 30 feet wide tree buffer on the north side of the parcel to protect the existing mature trees.

However, as depicted on the Preliminary Plat, and as observable in the field, neither the 20 foot wide preservation area, nor the 10 foot wide tree buffer area, actually protect any of the mature trees or wooded area. The tree line depicted on the Preliminary Plat is well outside of the 20 foot wide preservation area and 10 foot wide tree buffer area. In fact, as drawn, not a single mature tree exists within either the 20 foot wide preservation area, or the 10 foot wide tree buffer area. As drawn on the Preliminary Plat, the 20 foot wide preservation area and 10 foot wide tree buffer area only extend across grasslands, wetlands, and open water. Because the Preliminary Plat does not protect nor preserve any of the mature trees on the north side of the wooded parcel as promised, it does not comply with conditions 6 & 7 of the rezoning, and should not be recommended for approval by the Planning Commission.

I respectfully request that the Planning Commission recommend that the Preliminary Plat # 19012, as submitted by Giguere Homes, be denied until resubmitted/redrafted to comply with rezoning conditions 6 & 7, including preservation

areas on the north side of the parcel which protects at least a 30 foot wide area of the existing mature trees on the wooded parcel.

Thank you for your time and consideration.

Sincerely,

Brian P. Lick

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