



Annual Report 2018

FY-2017 Amended Budget

FY-2018 Proposed Budget

Kevin McNamara, Supervisor
Leon Wright, Clerk
Sharry Budd, Treasurer
Reggie Miller, Trustee
Kevin Martin, Trustee
Sherry Frazier, Trustee
Paul White, Trustee

Van Buren Charter Township



This page intentionally left blank

Table of Contents

FY-2017 Amended/FY-2018 Proposed Budget

Township Report

Interview with Township Supervisor.....	6
Budget Calendar.....	7

History and Community Profile.....	10
Governmental Structure.....	20
Strategic Plan.....	24

Statistics & Values

Telling Our Story & Citizen Guide to Township Finances.....	30
Budget Report 2018.....	36
Wage Schedule.....	37

General Fund Revenues.....	39
----------------------------	----

General Fund Expenditures

101. Township Board.....	64
171. Supervisor's Department	68
Human Resources	72
202. Accounting/Audit.....	75
210. Attorney Fees.....	77
215. Clerk's Department.....	79
191. Election.....	84
248. General Office.....	86
900. Insurance.....	88
228. Information Technology.....	90
247. Assessing.....	96
253. Treasury	102
301. Public Safety.....	107
325. Dispatch	118
329. Ordinance	121
336. Fire.....	124
691. Recreation.....	129
718. Park & Lake.....	135
692. Senior Department.....	139
715. Cable Department.....	145
Public Services Department.....	150
370. Planning & Economic Development.....	152
265. Building & Grounds.....	158
276. Cemetery	164
445. Drains	165
446. Public Services (Dust Prevention)	167
450. Street Lights	169

General Fund Revenues & Expenditures

**Enterprise
Funds**

**Special
Revenues**

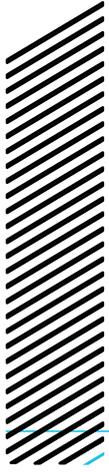
Appendix

Enterprise Funds..... 171
592. Water and Sewer..... 172

Special Revenues Funds

Community Development Block Grant..... 188
Downtown Development Authority 191
LDFA Fund..... 193
Federal Forfeiture Fund..... 194
State Forfeiture Fund..... 195
E-911 196
Landfill fund..... 197
Museum 198
Long-Term Debt Fund..... 199

Glossary.....201
Budget Recap.....205



Becoming a Premiere Community

Planning to become an economically strong community takes time. It requires growth, infrastructure, critical evaluation of ideas and engagement from people like you.

Van Buren Township, Reaching New Heights.

Interview with our Township Supervisor

There are several roads to opportunity out there, we just have to take them.

The Township's future is outlined in a financial blue print in which we call the Budget. We have seen a boom in development encouraging community support from both citizens and business owners, which contributes to our vision of being a premiere community. This year's budget will be in preparation of any future uncertainty demanding us to act responsibly now. Within the blink of an eye our Township has seen how quickly one venture can create a \$29 million dollar situation, possibly deficit, where we are forced into a complete restructure to protect our township services.

Driven by ideas we will reach more results - Be a part of our success.

Both the Board of Trustees and Directors are committing themselves to focusing on solutions of sustainability, while addressing any and all challenges. Most importantly providing the framework for long term fiscal responsibility to the citizens of Van Buren Charter Township.

Follow your instincts.

Our budget over the next three years will become more proactive by taking steps such as you are reading. Steps that include creating a preliminary budget plan that gives us time to analyze our revenues and expenditures from a top down approach as a team, most importantly protecting all of our achievements.

Van Buren Charter Township Budget Calendar

Fiscal Year 2017-2018	Budget Calendar	Target Date
Salary Survey	Current and Previous years Township Director's Salary's	January 31, 2017
Departmental Analysis	Listening Tour of Directors and Employees Interviews Directors Organizational Charts Job Descriptions Brief Bio's/Hobby's	February 28, 2017
Open Enrollment	Fringe Amounts Change Medical insurance rates are good for the first three months of any year causing the amendments for the nine remaining months. Rates are prone to increase and decrease therefore estimated percentage are added. Not all fringes renew simultaneously.	April 1, 2017
Meetings with Township Supervisor	One on one with Supervisor and Directors to discuss budgets, missions, visions and goals for the 2018 year. The process is ongoing as goals are constantly evolving.	May 31/2017
Preliminary Budget Submittals	Directors submit rough numbers to Supervisor in BS & A	June 1, 2017
Directors Budget Workgroup	Director's round table to share ideas and ask questions as a group.	June 7, 2017

Fiscal Year 2017-2018	Budget Calendar	Target Date
Approval/ Disapproval of submitted budgets	Supervisor will review budget and approve or deny line items. Denied budgets will be revised and discussed with Directors.	June 30, 2017
Trustee Meetings	Supervisor meetings with board member one on one to discuss budget plan.	July 1, 2017 – July 31, 2017

Budget Review	Board of Trustees/Directors Board Room	08/09/2017- 08/10/2017
August 9, 2017	Board of Trustees Convene	8:45 am
	Museum	9:00-9:25 am
	Information Technology	9:30-9:55 am
	Planning & Economic Development	10:00 - Noon
	Lunch	Noon-1:00 pm
	Clerks Department	1:05-1:50 pm
		Elections
		General office
		Accounting
	Treasury Department	2:00-2:25 pm
	Supervisors Department	2:30-4:00 pm
	Board of Trustees	
	Human Resources-Insurance & Fringe Benefits	
	Assessing/Attorney	
August 10, 2017	Board of Trustees Convenes	8:55 am

Fiscal Year 2017-2018	Budget Calendar	Target Date
	Parks & Recreation	9:00-9:30 am
	Public Safety	9:35- Noon
	Dispatch	
	Fire Department	
	Lunch	Noon-1:00 pm
	Senior Center	1:05-1:35 pm
	Cable Department	1:40-2:10 pm
	Department of Public Services	2:15-3:55 pm
	All Department Discussion/Follow-up	3:55-4:30 pm

HISTORY AND COMMUNITY PROFILE

Information provided by McKenna & Associates & Van Buren Township DDA

Van Buren Charter Township

Van Buren Township was created out of Huron Township on April 6, 1835, and named for Martin Van Buren, the eighth president of the United States (1836-1840). At the time it was formed, the Township already had a population of greater than 500 residents.

The Township's growth is largely attributable to four major infrastructure improvements: the building of railroads in the mid-19th Century, the formation of Belleville Lake in 1926 (see below), the development of Willow Run Airport during World War II, and the creation of the Bomber Highway (now I-94) to connect Detroit to the new airfield and accompanying factories.

In 1926, Van Buren Township underwent its most remarkable transformation when the electrical dam built at French Landing by Detroit Edison changed the narrow Huron River into 7-mile long Belleville Lake. The community became something of a resort area as city dwellers from miles around came to swim, fish, and build summer cottages on the beautiful lake shore. Belleville Lake, now surrounded by hundreds of lakeside homes, continues to be a prime recreational site.

Van Buren prides itself on deliberate growth. While it boomed like other communities in the 1990s and 2000s, the Township continues to maintain a positive vision of what it wants to become in the future, founded on a tradition of sound community master planning. Today, Van Buren Township is a thriving community with an estimated 29,853 residents (2016+ estimate). Conveniently located near two airports (Detroit Metro and Willow Run) and two major expressways (I-94 and I-275), the Township is well connected to the region, the state, and the world. New developments of subdivisions, shopping centers and office parks have transformed the Township over the past 10 – 15 years, but the southern portion of the Township still retains a rural character.

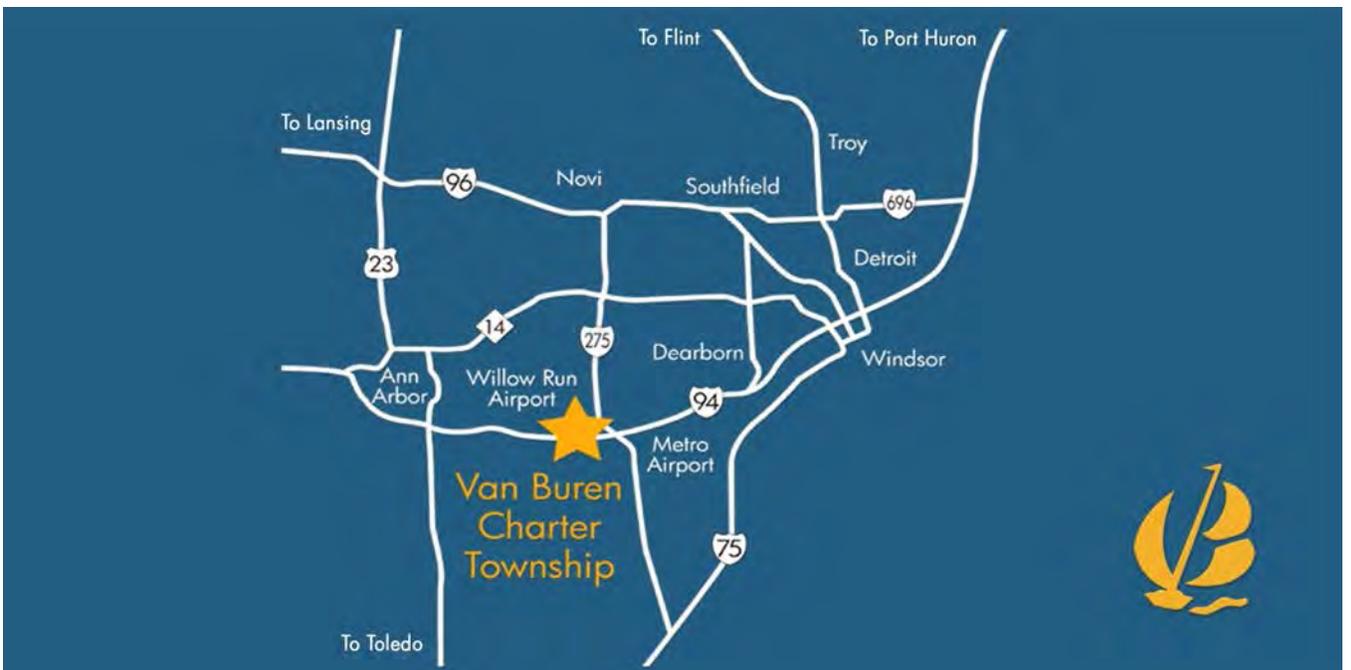
*Historical information from **Water under the Bridge: A History of Van Buren Township** by Cathy S. Horste and Diane F. Wilson, Copyright, 1977.*

Regional Overview

Van Buren Township is located in southwestern Wayne County, approximately 30 miles west of Detroit and 23 miles east of Ann Arbor. The Township is bordered by Canton Charter Township to the north, the City of Romulus to the east, Sumpter Township to the south, and Ypsilanti Charter Township to the west. The City of Belleville is completely surrounded by and located near the center of the Township.

Van Buren Township is generally square and approximately thirty-six (36) square miles in area, with approximately 5% of that area covered by water, mainly Belleville Lake and the Huron River.

Whether for business or a home, Van Buren Charter Township is a great place to land. Located at the crossroads of I-94 and I-275, the Township offers direct highway and rail access. The Township is also home to Willow Run Airport and is just seven minutes from Detroit Metro Airport. Van Buren offers buildings and land for commercial uses, corporate headquarters, and flexible industrial space. The Downtown Development Authority is proactive and ready to assist with new projects along with the Van Buren Township LDFA, Department of Planning and Economic Development, Wayne County Jobs and Economic Development, and the MEDC. In addition to being business-friendly, Van Buren is home to a Wayne County Community College campus, and variety of residential options, and exceptional recreational facilities, including several parks and 7-mile long Belleville Lake.



Transportation Network

Transportation Network

Van Buren Township's roads, rail and airport offer efficient connections around the region, the country, and the world. The availability of transportation options for both passengers and freight is unparalleled in Southeast Michigan.

Roads

Van Buren Township's road network efficiently moves traffic through the community, but, more importantly, connects the Township with all of Southeast Michigan.

The two interstates that pass through the Township offer express routes to the top destinations in the region. **I-94**, which runs east-west through the heart of the township, travels eastward to Metro Airport, Dearborn, and Detroit, with connections to Canada via I-96 (Ambassador Bridge) and M-10 (Detroit-Windsor Tunnel). Westbound, I-94 provides easy access to Ann Arbor, continues on through Jackson and Kalamazoo and eventually to Chicago and beyond.

I-275 provides an express route through western Wayne County, giving access to Canton, Plymouth, Livonia, Farmington Hills and Novi going Northbound. It also connects with I-96, for travel to Lansing and Grand Rapids, and I-696 for access to Ferndale, Royal Oak, and Warren. Southbound, I-275 connects with I-75, providing an express route to Toledo, Dayton, Cincinnati, and beyond.

Major surface streets within the Township include **Belleville Road**, which provides the only bridge across Belleville Lake, and also connects to Canton and Plymouth, and **Huron River Drive**, which bisects the township south of Belleville Lake.

Michigan Avenue (US-12), a major regional thoroughfare, cuts through the northwest corner of the township. Going west it is the main route into Ypsilanti and also provides access to Willow Run Airport. Going east, it runs through the communities of Wayne, Inkster, and Dearborn Heights on its way to Dearborn and Detroit.

Rail

Van Buren Township is served by two **Norfolk Southern** rail lines. One passes through the northern part of the Township, connecting with Detroit and Canada on the east and Ann Arbor and Howell on the west. This line may also be used for commuter service in the future.

The other rail line, running through the southern half of the Township, also runs east into Detroit and to Canada, and to the south and west connects Milan, Adrian, and Fort Wayne, Indiana.

Amtrak service is available in Ann Arbor (20 miles west) and Dearborn (20 miles east), with connections to Detroit, Chicago, and points beyond.

Airports

Willow Run Airport, located on the western edge of Van Buren Township, is Wayne County's primary cargo airport, and one of the largest cargo airports in the United States. It is an integral component of the overall transportation infrastructure of Southeast Michigan and the region – it provides aviation facilities that are a necessity for some businesses and a required convenience for others. Aircraft operations at Willow Run are primarily cargo, corporate, and general aviation users, ranging in size from small private planes to Boeing 747 jets. Five runways, including two Instrument Landing System (ILS) all-weather runways, cross wind runways, and associated taxiways are in use on the site.

The Airport occupies 2,600 acres, approximately 90% of which is located in Van Buren Township. The offices, terminal and most hangar space are located on the west portion of the property, in Ypsilanti Township, Washtenaw County. The runways and additional airport-related uses are located in Van Buren Township. I-94, Ecorse Road, Michigan Avenue (US 12) and I-275 provide major regional ground access.

The Airport has three aircraft parking ramps/aprons used for aircraft storage and companies based at the airport. The East ramp contains T-hangar buildings, conventional hangars, office buildings, other airport storage buildings, and automobile parking area. The West ramp area contains one conventional hangar, Hangar 1, an office building and the Aircraft Rescue and Fire Fighting Station. Hangar 2 accesses the South ramp. Other physical facilities on the Airport grounds include a new fuel facility, comprised of above ground tanks near Hangar 2, and the traffic control tower.

Only seven miles from Van Buren Township is the **Detroit Metropolitan Wayne County Airport**, Michigan's major international airport. Metro Airport is a major hub (and gateway to Asia) for Delta Airlines and is the second-largest base for Spirit Airlines; fourteen other airlines, including four foreign flag carriers, maintain scheduled operations from Detroit.

Operated by the Wayne County Airport Authority, the airport is one of the nation's most recently expanded and modernized airports, with six major runways, two terminals, 145 in-service gates, and an attached Westin Hotel and conference center. The airport's McNamara Terminal Concourse A is the world's second-longest airport terminal building at one mile. The airport has maintenance facilities capable of servicing and repairing aircraft as large as the Boeing 747.

In 2009, Metro Airport was the 13th-busiest airport in the United States and the 24th busiest in the world in terms of passenger traffic. In 2009 Metro Airport served over 31 million passengers and had more than 432,500 total aircraft operations. The airport has access to over 160 destinations in Canada, the USA, Mexico, the Caribbean, Europe, the Middle East, and Asia.

Economy

2.5 million workers strong and traditionally based in manufacturing and the automotive industry, the Southwest Michigan economy is adapting to the service and technology-oriented demands of the 21st Century. According to SEMCOG projections, Health Care and Social Assistance will be the dominant employment sector in the region through 2035, along with Administrative Services and Professional/Scientific/Technical Services.

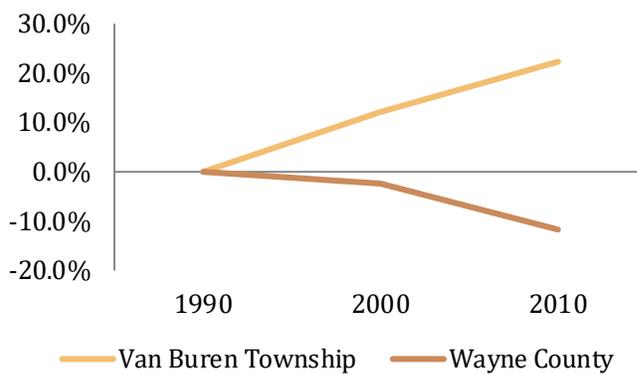
Manufacturing will fall from second place to eighth place over the same period. Retail trade is also projected to decline, although steadily, from third place in 2005 to fifth in 2035.

In Van Buren Township, SEMCOG estimates the workforce will remain near 14,000 through 2035. Projections show that Professional/Scientific/Technical Services is and will continue to dominate the local economy, leaving the Township well positioned for the coming decades. A recent commitment by GE to hire over 1,000 workers at its new Advanced Manufacturing and Software Technology Center will further strengthen this sector and may buoy the slumping manufacturing sector (although manufacturing will likely continue to decline). Most other employment segments are expected to remain generally stable.

Over the past 20 years, Van Buren Township has bucked the prevailing trends in Wayne County of declining population and shrinking household size. Since 1990, as shown in Figure 1, Van Buren Township's population has grown quickly, although in recent years the rate of growth has slowed slightly. The County at large, on the other hand, has been steadily losing population.

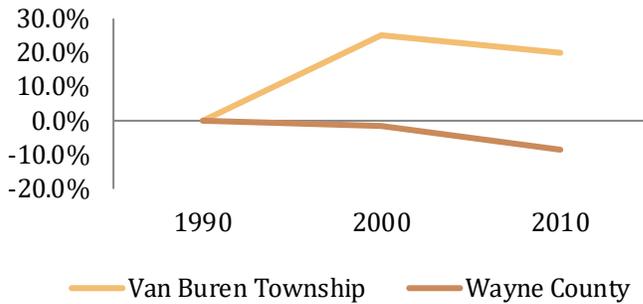
The Township's population is estimated at 28,821, as reported in the 2010 US Census. The Township's population increased 22.3% between 2000 and 2010.

Figure 1: Population Change (Source: US Census Bureau)



Meanwhile, as shown in Figure 2, the number of households in the Township shot up between 1990 and 2000, and has continued to grow, albeit at a somewhat slower rate, through the past decade. Currently, the rate of increase in number of households is lower than the population growth rate, indicating that average household sizes are increasing and generally suggesting households with children. In 2010, the Township contained 11,821 households, according to the U.S. Census.

Figure 2: Change in Number of Households (Source: US Census Bureau)



Quality of Life Aspects

Community Character

Van Buren Township is a quality residential and business community in the midst of a humming metropolitan region. Located between the hub of science and technology in Ann Arbor and the industrial capacity of Dearborn and Detroit, ringed by two premier airports, and with road and rail infrastructure connecting it seamlessly with the region, the state, and international border crossings to Canada, the Township is well positioned for the 21st century.

But even with so much going on in and around it, Van Buren Township is a place known for the beauty of Belleville Lake, the serenity of its farmland and wooded areas, and the close-knit community of its neighborhoods. The Township offers outdoor and water-based recreation, and the opportunity to thrive in a rural setting while just minutes from everything the Southeast Michigan region has to offer.

The Township is proactively improving, adding new amenities and improving quality of life. In this way Van Buren has positioned itself as a place to grow, a place to explore, and a place to enjoy. In short, it's a great place to land

Outdoor Recreation

Van Buren Township features abundant opportunities to take advantage of Michigan's natural beauty through its parks, golf courses, and the 1,220 acre Belleville Lake.

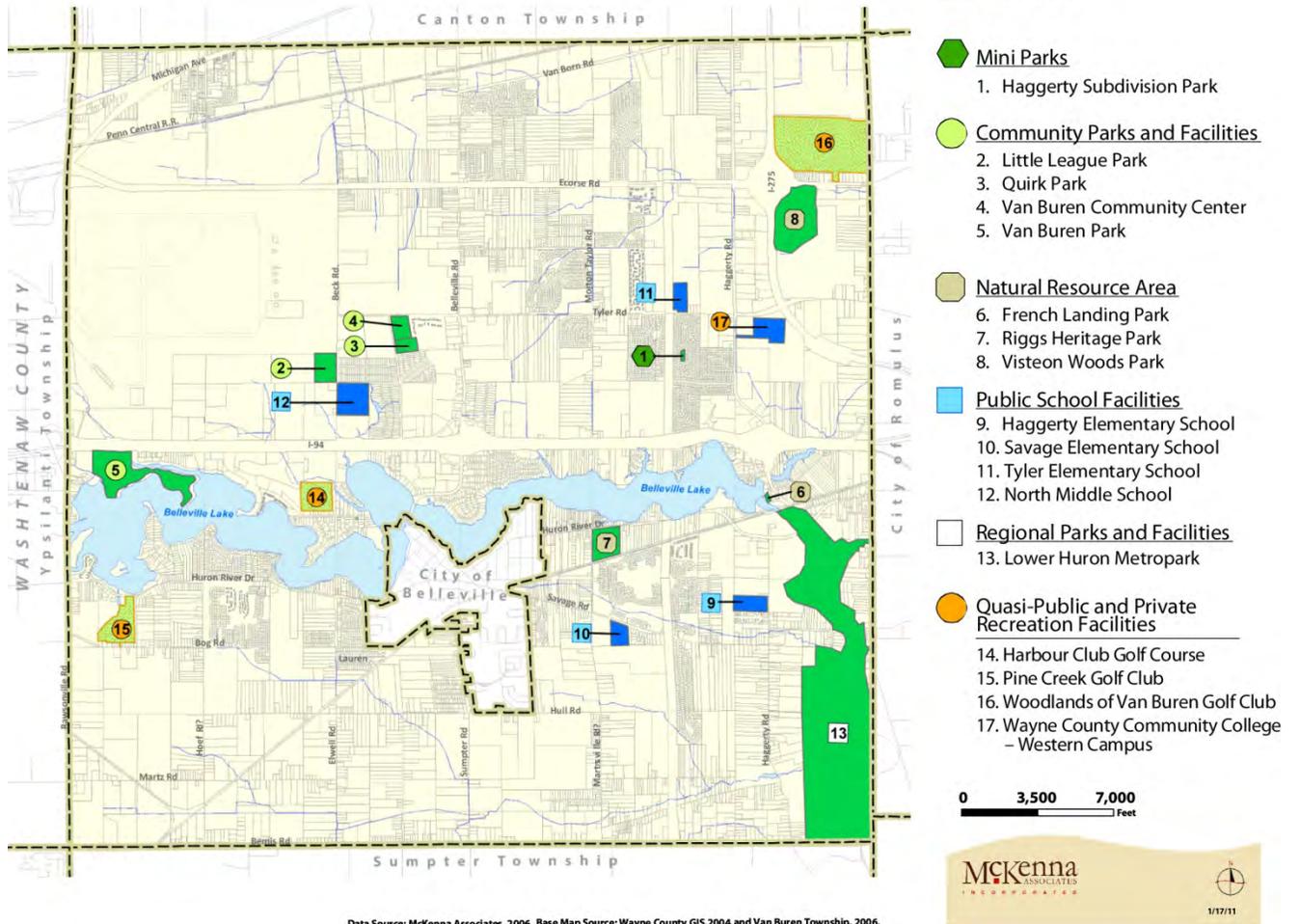
Belleville Lake has been a prime recreation site in the Township for many years, and with the Township's continued support of environmental protection, public programs and access facilities, the Lake will provide a valuable resource to Van Buren residents in the future. The largest inland lake in Wayne County, Belleville Lake attracts boaters, fishermen, and others from around the region.

Park and recreational amenities are distributed throughout the Township in neighborhood parks, sports fields, the Van Buren community park (Belleville Pointe Park) and at the schools, as well as in the large regional Lower Huron Metro Park. The Van Buren Parks & Recreation Department offers a large range of programs for all ages, from pre-school activities, swimming, gymnastics, dance, athletic camps, senior activities, adult exercise and community wide events. The Township also maintains an active Senior Center, as well as a large gym for recreational and community events, both located in the Township Hall.

Figure 3 shows the major parks and golf courses in the Township. Belleville Pointe Park provides public access to Belleville Lake and other lakefront amenities, while the Lower Huron Metro Park features hiking and biking trails, golf, and other recreational space along the Huron River.

Figure 3: Parks and Golf Courses

Map 2 – Existing Parks and Recreation Facilities
Van Buren Charter Township, Wayne County, Michigan



This page intentionally left blank

Governmental Structure



A primary motivation for Townships to adopt the charter form is to provide greater protection against annexation by a City.

Local governments generally include two tiers: counties, also known as boroughs in Alaska and parishes in Louisiana, and municipalities, or cities/towns. In some states, counties are divided into townships. Municipalities can be structured in many ways, as defined by state constitutions, and are called, variously, townships, villages, boroughs, cities, or towns. Various kinds of districts also provide functions in local government outside county or municipal boundaries, such as school districts or fire protection districts.

Municipal governments — those defined as cities, towns, boroughs (except in Alaska), villages, and townships — are generally organized around a population center and in most cases correspond to the geographical designations used by the United States Census Bureau for reporting of housing and population statistics. Municipalities vary greatly in size, from the millions of residents of New York City and Los Angeles to the 287 people who live in Jenkins, Minnesota.

Municipalities generally take responsibility for parks and recreation services, police and fire departments, housing services, emergency medical services, municipal courts, transportation services (including public transportation), and public works (streets, sewers, snow removal, signage, and so forth).

Whereas the federal government and state governments share power in countless ways, a local government must be granted power by the state. In general, mayors, city councils, and other governing bodies are directly elected by the people.

[Charter Township Organizational Structure](#) (typical, varies with township)

Article VII, § 18 of the Michigan Constitution of 1963 provides, “In each organized township there shall be elected for terms of not less than two nor more than four years as prescribed by law a supervisor, a clerk, a treasurer, and not to exceed four trustees, whose legislative and administrative powers and duties shall be provided by law.”

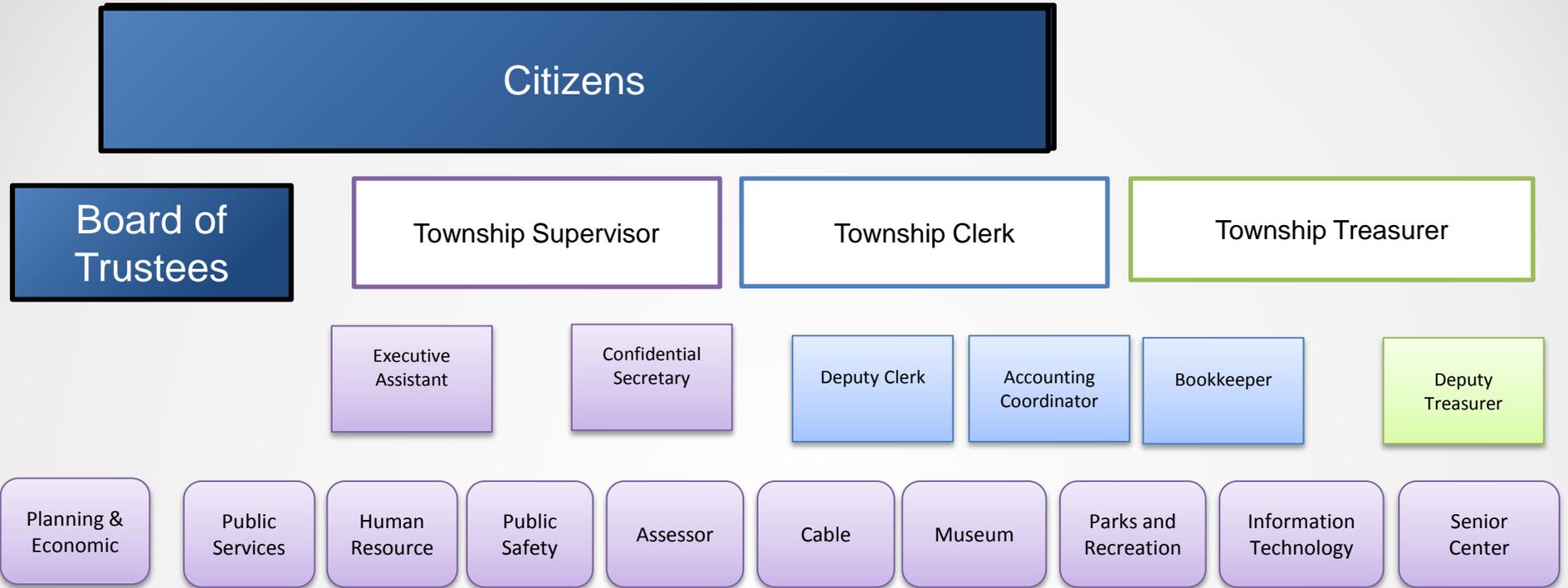
Michigan townships are statutory units of government, having only those powers expressly provided or fairly implied by state law.

State laws authorize townships to perform a wide variety of functions. Townships are required to perform assessment administration, tax collection and elections administration. Townships may choose to perform numerous governmental functions, including enacting and enforcing ordinances, planning and zoning, fire and police protection, cemeteries, parks and recreation facilities and programs, and many more. There are two types of townships in Michigan: general law and charter townships.

All townships are general law townships, unless they have incorporated as a charter township.

Charter township status is a special township classification created by the Michigan Legislature in 1947 to provide additional powers and streamlined administration for governing a growing community. A primary motivation for townships to adopt the charter form is to provide greater protection against annexation by a city. As of 2011, 138 Michigan townships were charter townships.

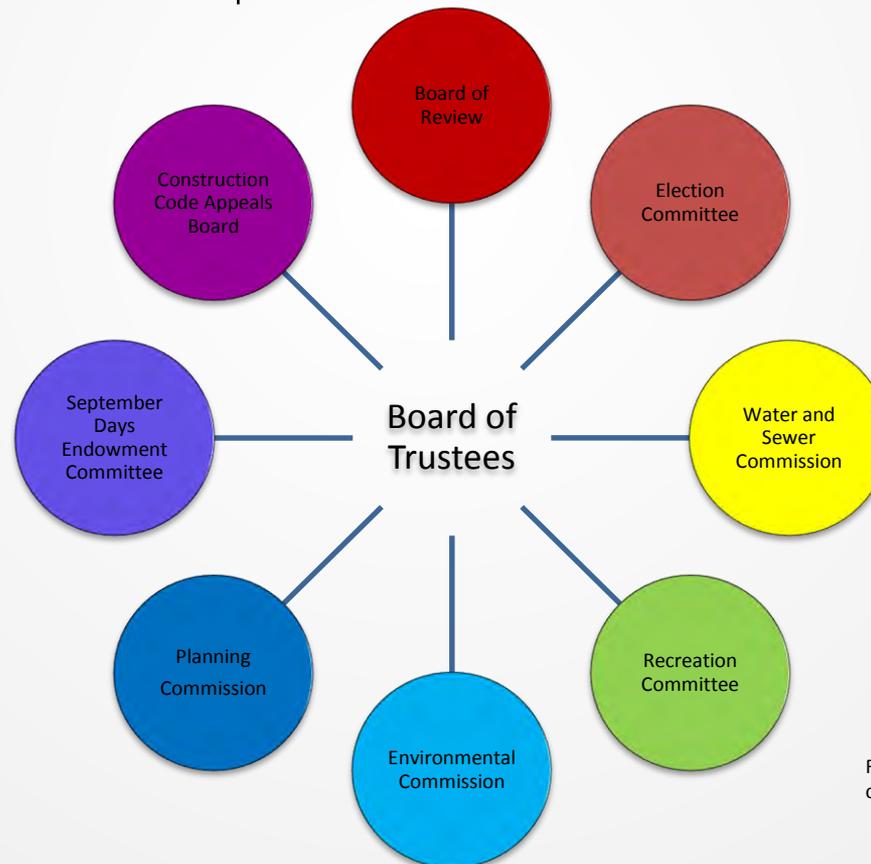
Municipal Organizational Chart



Boards, Commissions and Committees

Each of the Boards and Commission listed here have members that are Board appointed.

Board of Trustees



Recommendations by the Township Supervisor, confirmed by the Board of Trustees.

Officials



Board of Trustee Members from left to right
Supervisor Kevin McNamara , Trustee Sherry Frazier, Trustee Reggie Miller,
Clerk Leon Wright, Trustee Paul White, Treasurer Sharry Budd and
Trustee Kevin Martin



Van Buren Township Strategic Plan:

Executive Summary

The Charter Township of Van Buren Strategic Plan is a roadmap of the township. It leverages the township's assets as a basis for future development, identifies improvements in public amenities and services, and develops a strategy for building more community engagement. Van Buren Township is a community with numerous assets and opportunities provided largely by its strategic location close to two major airports, two interstate freeways, two major research universities, and numerous cultural and retail centers. It is home to Belleville Lake, many parks and recreation opportunities, and prime undeveloped land available for economic development. Van Buren is a diverse community in many ways - demographic, land use, jobs, geography, and development patterns. This is one of its main strengths.

The Strategic Plan was developed by Naheed Huq and Ginger Juncker, SEMCOG staff, at the request of Township Supervisor, Linda Combs. This was a two-stage process with a budget discussion on August 20, 2013 with elected officials and department heads and a day-long board retreat on February 8, 2014. The budget discussion identified some of the financial and organizational issues facing the community, including the future loss of revenues from the landfill located in Van Buren Township, and opportunities for collaboration between departments on issues such as purchasing and human resources. SEMCOG provided detailed financial data, including comparisons on expenditures with other townships in the region.

The board retreat took a more holistic approach to developing a vision for the community by evaluating the opportunities and priorities and aligning these with its strengths and assets. The board worked closely with SEMCOG on a series of exercises to develop a strategic plan based on their values and priorities for the community and creation of a mission statement to help focus on key strategies for achieving the community's true potential. The mission statement developed for the township is:

Van Buren Township is a premiere lake community to live, work, and play where the township provides excellent services to enhance and sustain the quality of life

The exercises helped the board identify priorities through consensus. While many issues were raised during the retreat, it was acknowledged that not everything could be addressed with the same effort or within the same timeframe. The following issues were identified for immediate action:

- Address the LDFA bond issue in Grace Lake
- Ensure the township planning process meet current and future planning needs
- Enhance Van Buren Park by making it available and accessible to all
- Develop an economic development plan for the township
- Leverage the township's strategic location by marketing economic development opportunities

As there are several overlaps in these areas, it is suggested that the township combine some of them and also focus on issues that help implement the mission statement. These include:

- Increased collaboration with neighboring communities
- Increased collaboration with the Van Buren Downtown Development Authority
- Aligning community services with resident needs

The Van Buren Township Strategic Plan is focused on the future by addressing current challenges and developing the processes and structure for successful growth. It is not a comprehensive guide to development; rather, it identifies board priorities for immediate action. The plan is just the first part of a process of improvements that will help address some critical issues. It will require collaboration and coordination among the township board, department directors, and partner organizations to enable further development and effective implementation of the plan. The priorities provide township departments and directors with a strong framework that enable them to make professional decisions to implement strategies developed by the board.

A Great Place to
Live, Work and
Play



Our Downtown Van Buren is rich in Culture, Art and History. The DDA's place making has turned an area to sit and people watch into a gallery venue of beautiful pieces of sculpture along Belleville road created by Michigan Artist.



This page intentionally left blank

Telling our Story

Trying to quantify the budget to some may be as easy as reading the numbers. As the Directors of those departments, numbers are mere place holders to their real story. These are the written words of the General Fund Budget Summary.

Ciitzens Budget Guide 2017- 2018

This section serves as an explanation to the reader as to how the format and budget information flows for a better understanding of the overall process. Budgeting for a governmental entity requires that statements of financial results be prepared in detail over a time period. The Township budget addresses current year amendments and upcoming year forecasts. The General Fund carries the heavy load for departments mainly with help from special revenues, grants and other sources such as contingency reserve funds.

2017 is my first term so creating this budget is a step towards transparency

in more ways than we are used to. The Citizens Budget Guide gives you a chance to see how government can be easy to understand, not just drones of number and line items with no gps. So whats new? Well just about everything from the face lift of the Lake Ledger to the VBT online app. The Directors have many impactful projects that will change the face of Van Buren for you, our citizens.

All and all, the premise of this budget is to shape our future around the budget not the opposite.

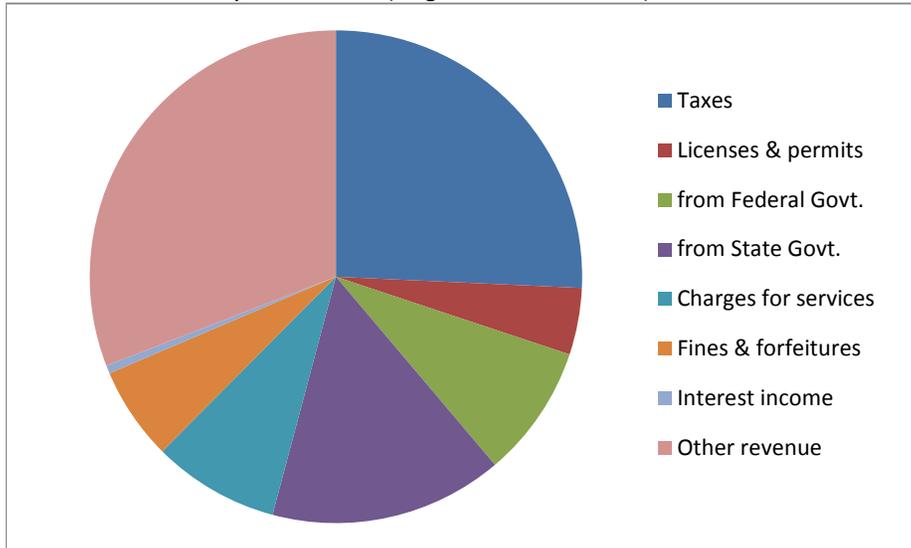
This document represents a structural diagnosis of positive change during critical times. Accomplishing this starts

with the way information is communicated. Which is why I am putting an emphasis on planning before implementing for the 2018 fiscal year and I hope you join me on the ride.

Kevin McNamara,



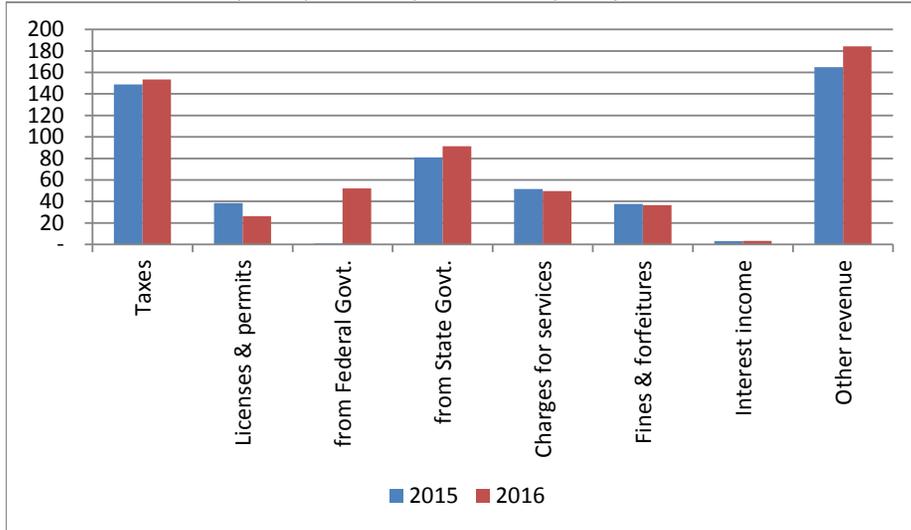
1. Where our money comes from (all governmental funds)



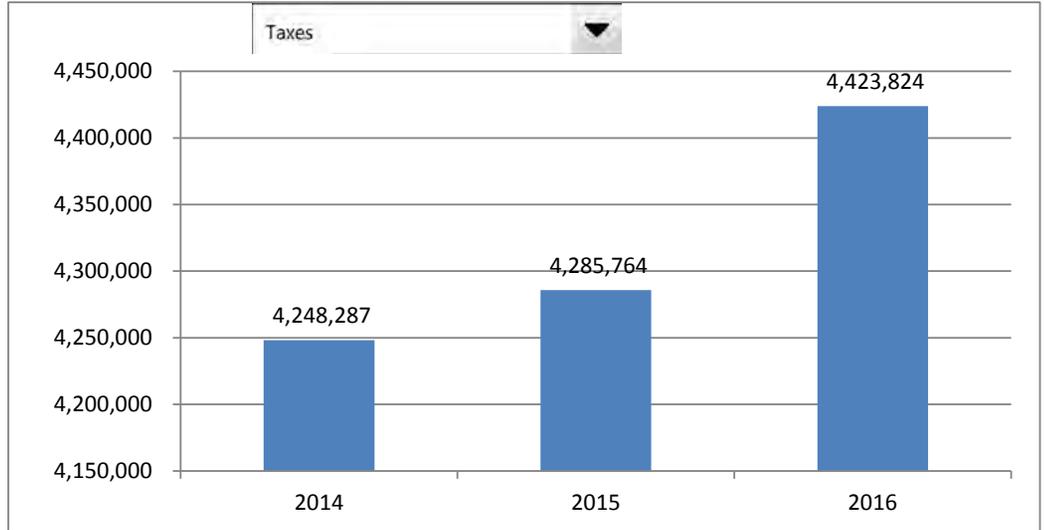
2. Compared to the prior year

	2015	2016	% change
Taxes	\$ 4,285,764	\$ 4,423,824	3.22%
Licenses & permits	\$ 1,105,308	\$ 753,286	-31.85%
from Federal Govt.	\$ 24,157	\$ 1,498,581	6103.51%
from State Govt.	\$ 2,333,436	\$ 2,635,340	12.94%
Charges for services	\$ 1,485,418	\$ 1,430,102	-3.72%
Fines & forfeitures	\$ 1,084,308	\$ 1,053,449	-2.85%
Interest & rent	\$ 89,462	\$ 91,168	1.91%
Other revenue	\$ 4,754,916	\$ 5,309,889	11.67%
Total	\$ 15,162,769	\$ 17,195,639	

3. Revenue sources per capita - compared to the prior year



4. Historical trends of individual sources



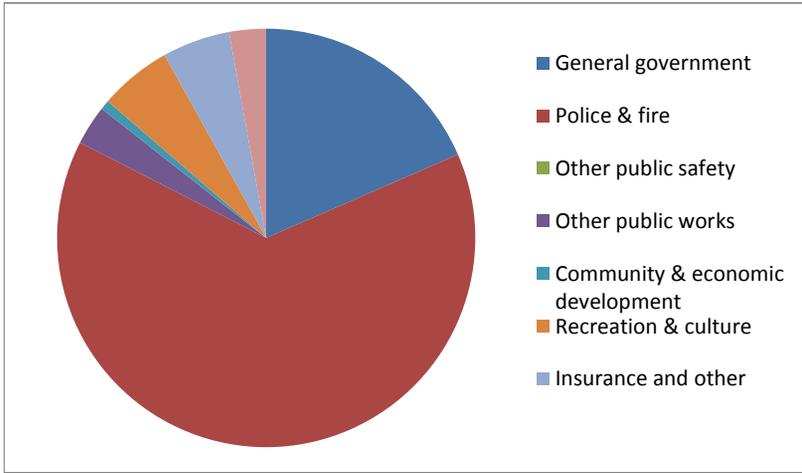
A significant portion of "Other Revenue" is due to the annual transfer of funds from the Landfill Fund to the General Fund, primarily to supplement Public Safety.

For more information on our unit's finances, contact Sean Bellingham at 734-699-8900 x9214.

CITIZENS' GUIDE TO LOCAL UNIT FINANCES - Van Buren Township

EXPENDITURES

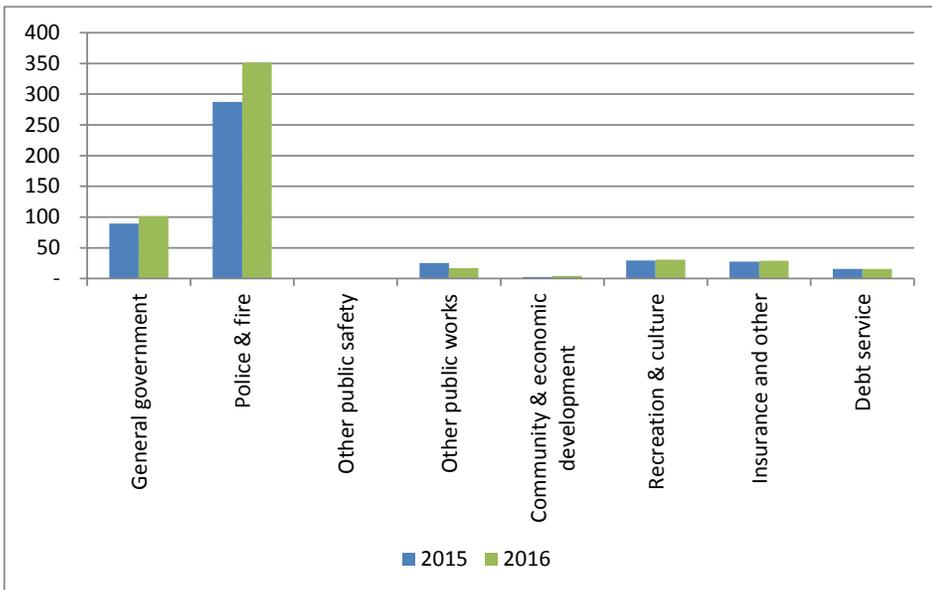
1. Where we spend our money (all governmental funds)



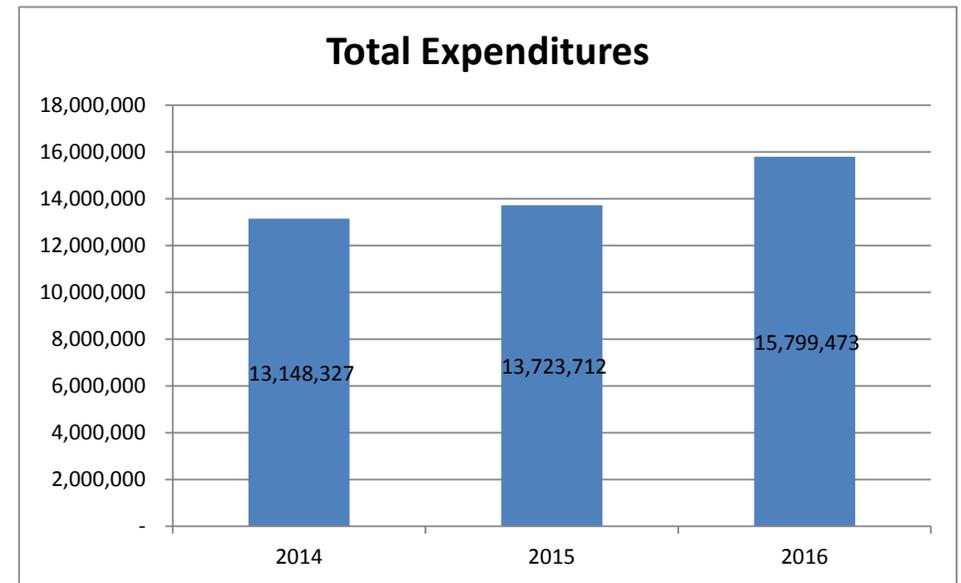
2. Compared to the prior year

	2015	2016	% change
General government	\$ 2,574,569	\$ 2,918,817	13.37%
Police & fire	\$ 8,275,756	\$ 10,119,798	71.63%
Other public safety	\$ -	\$ -	
Other public works	\$ 722,669	\$ 483,994	-9.27%
Community & economic development	\$ 64,106	\$ 116,265	2.03%
Recreation & culture	\$ 844,498	\$ 883,890	1.53%
Insurance and other	\$ 789,180	\$ 827,100	1.47%
Debt Service	\$ 452,934	\$ 449,609	-0.13%
total expenditures	\$ 13,723,712	\$ 15,799,473	

3. Spending per capita - compared to the prior year



3. Total Expenditures Trend - 3 years

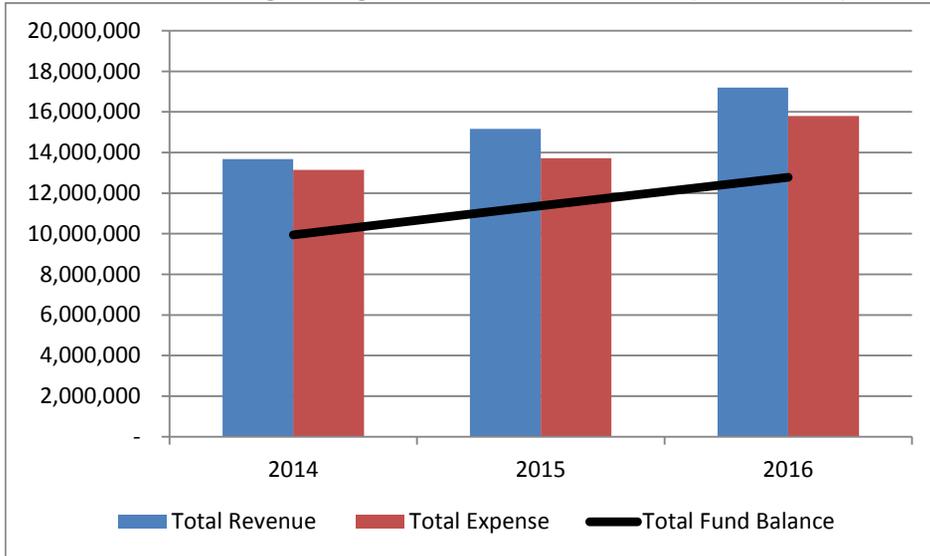


Commentary:

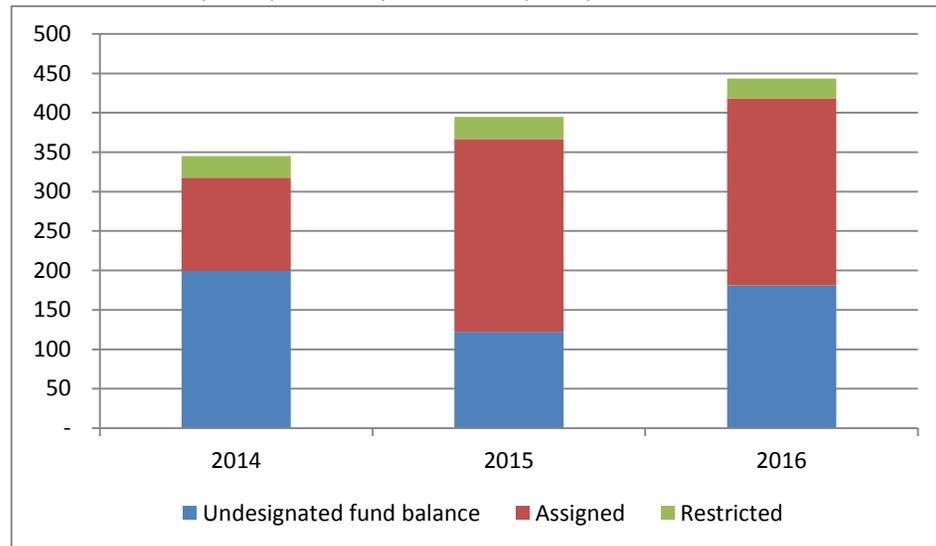
For more information on our unit's finances, contact Sean Bellingham at 734-699-8900 x9214.

CITIZENS' GUIDE TO LOCAL UNIT FINANCES - Van Buren Township

1. How have we managed our governmental fund resources (fund balance)?



3. Fund balance per capita - compared to the prior year

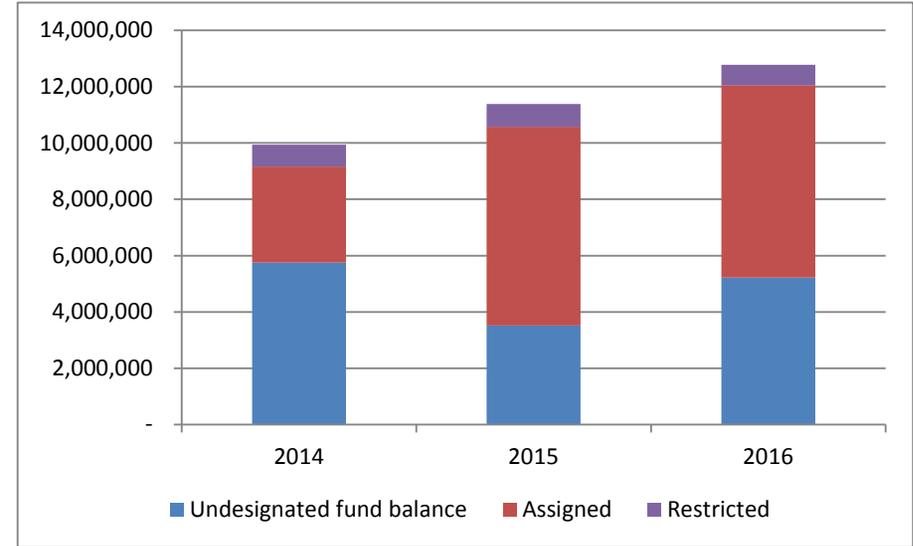


2. Compared to the prior year

FINANCIAL POSITION

	2015	2016	% change
Revenue	15,162,769	17,195,639	13%
Expenditures	13,723,712	15,799,473	15%
Surplus (shortfall)	1,439,057	1,396,166	-3%
Fund balance, by component:			
Restricted	809,447	724,424	-11%
Assigned	7,050,351	6,833,967	-3%
Undesignated fund balance	3,522,878	5,220,451	48%
total fund balance	11,382,676	12,778,842	12%

4. Historical Fund Balance Trends



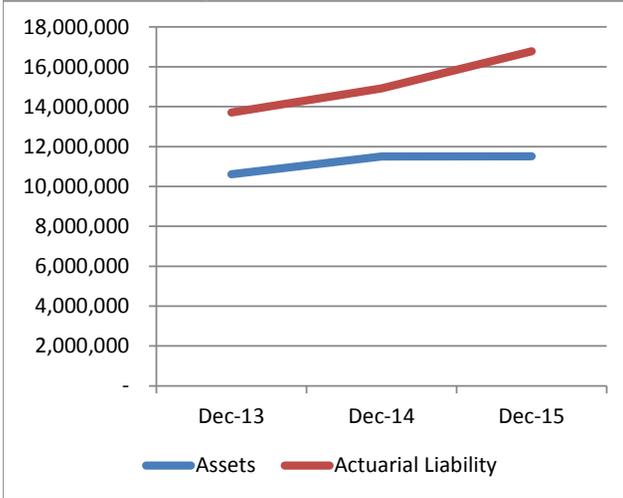
Commentary:

For more information on our unit's finances, contact Sean Bellingham at 734-699-8900 x9214.

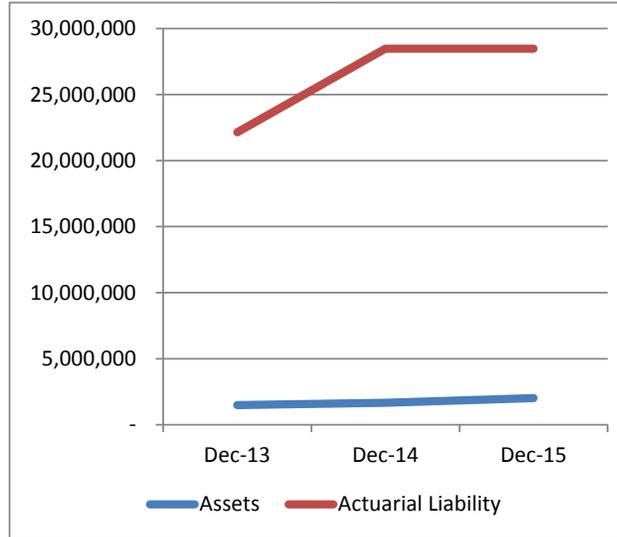
CITIZENS' GUIDE TO LOCAL UNIT FINANCES - Van Buren Township

OTHER LONG TERM OBLIGATIONS

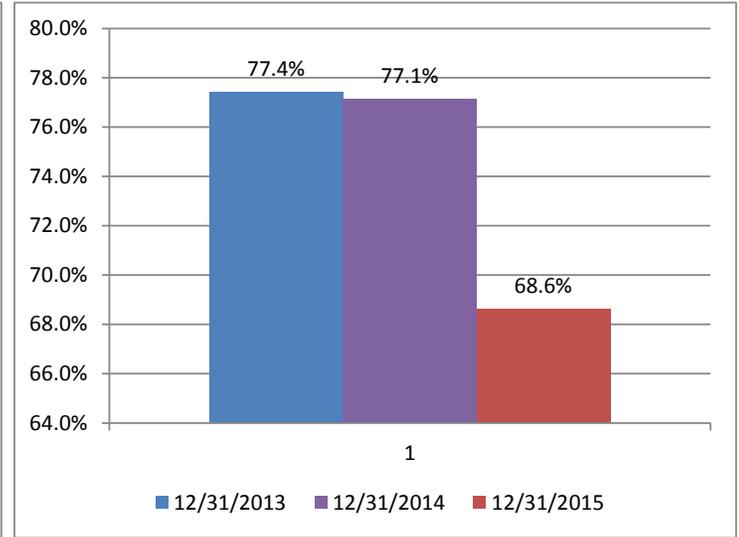
1. Pension funding status



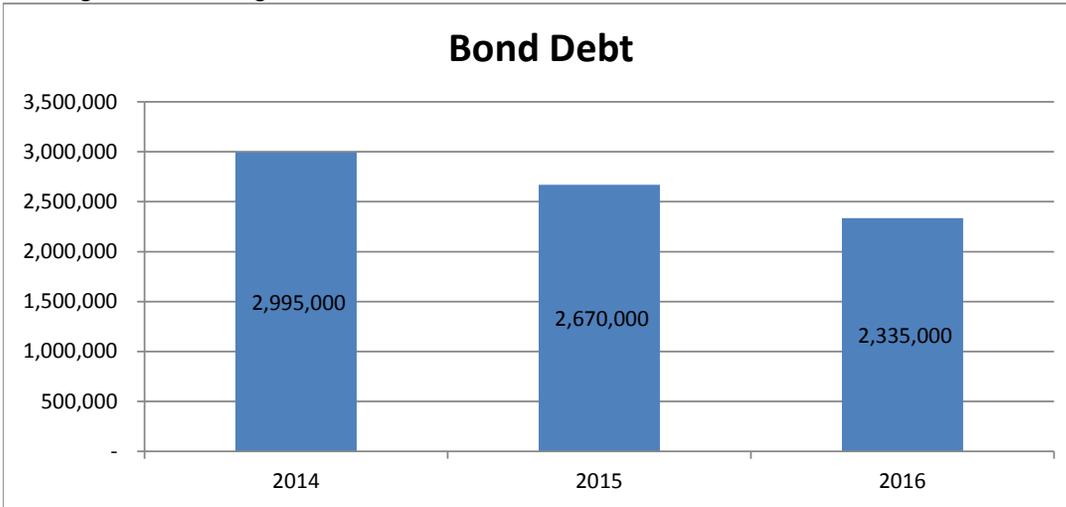
2. Retiree Health care funding status



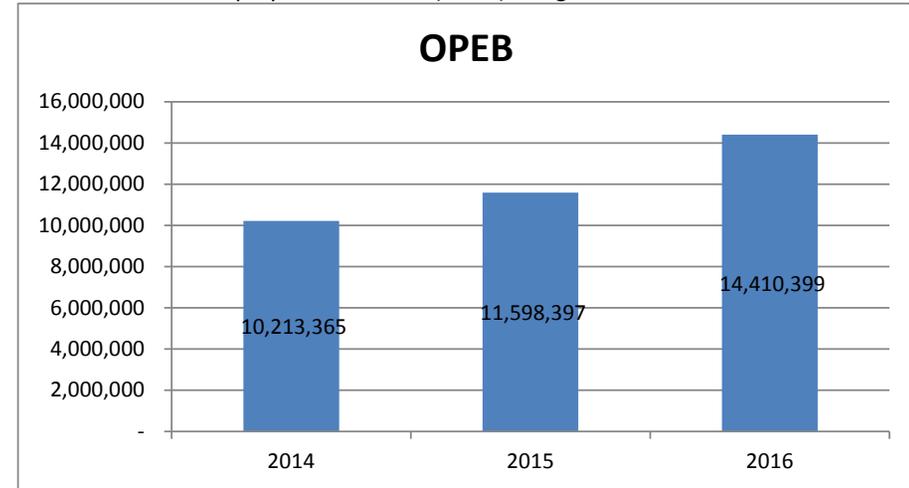
3. Percent funded - Pension



4. Long Term Debt obligations:



5. Net - Other Post Employment Benefits (OPEB) Obligations



Commentary:

For more information on our unit's finances, contact Sean Bellingham at 734-699-8900 x9214.

Budget Report 2018.

Wage Schedule

Resolution 2017 - 21 2018 Salary & Wage Schedule

	1/1/2017	2.50% Increase	Due 1/1/2018
Supervisor	86,000	2,150	88,150
Clerk	82,606	2,065	84,671
Treasurer	82,606	2,065	84,671
Trustees	15,812	395	16,207
Executive Assistant	50,000	1,250	51,250
Assessing Coordinator	66,773	1,669	68,442
Residential Appraiser	35,360	884	36,244
Deputy Clerk	73,129	1,828	74,957
Deputy Treasurer	78,129	1,828	79,957
Human Resource Director	66,000	1,650	67,650
Public Safety Director	102,930	2,573	105,503
Deputy Dir PS-Police	78,409	1,960	80,369
Deputy Dir PS-Fire	78,409	1,960	80,369
PS Adm Asst	48,900	1,223	50,123
Director of Public Services, G/F			40,500
Director of Public Services, Water/Sewer			40,500
Director Planning/Eco Dev.	74,000	1,850	75,850
Dept. Dir Planning/Economic Dev.	66,000	1,650	
W/S Director	74,279	1,857	76,136
W/S Superintendent	59,424	1,486	60,910
B & G Superintendent	59,424	1,486	60,910
Account Coordinator	66,197	1,655	67,852
Park/Rec. Director	63,606	1,590	65,196
Deputy Director Park/Rec.	48,900	1,223	50,123
Senior Director	51,948	1,299	53,247
Senior Coordinator Salary	36,050	901	36,951
Museum Director	39,552	988	40,540
IT Director	71,605	1,790	73,395
PS IT Coordinator	60,419	1,510	61,929
W/S GIS Coordinator	54,363	1,359	55,722
Cable Director	48,900	1,223	50,123
DDA Director	75,464	1,887	77,351
DDA Assistant	51,227	1,281	52,508
PART TIME EMPLOYEES:			
Conf Secretary	13.72	0.34	14.06
Independent Contract - assessing	39,996/year		
Assessing Account Clerk	15.00	0.38	15.38
Senior Dept Part-time	10.40	0.26	10.66
Cable Staff	15.37	0.38	15.75
Board of Review	120/day		

General Fund Revenue

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
ESTIMATED REVENUES					
Dept 000					
101-000-403-000	Current Property Tax	815,676.05	799,370.00	800,000.00	815,000.00
101-000-417-000	Delinquent Per. Property Tax	7,677.97	4,000.00	4,000.00	3,000.00
101-000-428-000	Public Safety Revenue	3,594,147.36	3,498,800.00	3,510,000.00	5,790,000.00
101-000-445-000	Interest & Penalties	6,322.61	6,000.00	6,000.00	7,500.00
101-000-455-000	Trailer Fees	8,957.50	6,000.00	8,000.00	8,000.00
101-000-477-000	Building Permits	380,455.93	400,000.00	450,000.00	427,000.00
101-000-478-000	Electrical Permits	68,979.92	62,000.00	62,000.00	71,000.00
101-000-479-000	Heating Permits	58,563.00	52,000.00	52,000.00	62,000.00
101-000-480-000	Plumbing Permits	33,324.50	31,000.00	31,000.00	36,000.00
101-000-481-001	Water/Sewer Line Inspections		500.00		500.00
101-000-481-002	Permit Deposits		9,000.00		
101-000-482-000	Tree Removal Permits	137,900.00	2,000.00	81,500.00	2,000.00
101-000-483-000	Other Non-Bus. Lic. & Permits	9,540.00	8,000.00	8,000.00	8,000.00
101-000-484-000	Charges For Services & Fees	12,201.01	15,000.00	150,000.00	15,000.00
101-000-485-001	Planning/Engineering - Revenue	42,908.03	45,000.00	35,000.00	45,000.00
101-000-486-000	Sales Other, Zoning Books/maps	455.00	500.00	200.00	500.00
101-000-574-001	Srs-Sales Tax Constitutional	2,221,780.00	2,150,000.00	2,300,000.00	2,250,000.00
101-000-575-000	State Shared Rev.-Liquor Lic.	13,823.70	13,500.00	13,500.00	13,500.00
101-000-576-000	State Of Mi - Metro Authority	13,785.46	13,500.00	13,500.00	13,500.00
101-000-577-000	State Of MI - EVIP	123,279.00	123,200.00	123,200.00	123,200.00
101-000-578-000	State of MI - Essential Services F	113,093.83		113,000.00	113,000.00
101-000-601-000	Dog Licenses	4,171.00	4,400.00	4,400.00	4,400.00
101-000-608-000	Property Tax Admin Fee	398,656.63	400,000.00	400,000.00	420,000.00
101-000-625-000	Cable Franchise Fees				
101-000-627-000	FOIA & Copying Svs	2,089.68	2,200.00	2,200.00	2,500.00
101-000-628-000	Fire Department	3,300.00	2,500.00	2,500.00	2,500.00
101-000-628-001	Fire Dept. - Plan Review	7,690.40	7,200.00	7,200.00	7,200.00
101-000-629-000	Police Department	32,182.92	35,000.00	35,000.00	35,000.00
101-000-629-001	Police Department - Admin Fees	1,330.00	1,500.00	1,500.00	2,000.00
101-000-629-002	Police Dept. - Sex Offend Reg.	950.00	1,000.00	2,200.00	1,000.00
101-000-629-003	Police-Belleville Dispatch	166,929.00	166,929.00	171,101.00	175,377.00
101-000-629-004	Police - Gun Range	14,800.00	5,000.00	5,000.00	10,000.00
101-000-631-000	Weeds	37,704.76	40,000.00	20,000.00	20,000.00
101-000-643-000	Cemetery Lot Use	21,910.00	18,000.00	18,000.00	18,000.00
101-000-651-000	Park Use & Admissions	42,395.00	40,000.00	40,000.00	40,000.00
101-000-651-001	Park Donations	1,000.00			
101-000-652-000	EQ Tipping Fees	621,404.58	500,000.00	600,000.00	625,000.00
101-000-653-000	WM Cultural Donation	15,000.00	15,000.00	15,000.00	15,000.00
101-000-654-000	Lake Maintenance-STs	53,536.65	40,000.00	45,000.00	45,000.00
101-000-655-000	Fines & Costs	551,306.86	500,000.00	550,000.00	550,000.00
101-000-660-000	Cable TV Franchise Fees	353,795.94	340,000.00	340,000.00	345,000.00
101-000-661-000	Cable TV "PEG" Fees	15,596.53	30,000.00	30,000.00	10,000.00
101-000-662-000	Telecommunication	148,345.56	160,000.00	160,000.00	160,000.00
101-000-664-000	Interest Earned On Deposits	51,535.31	40,000.00	60,000.00	40,000.00
101-000-672-000	Special Assessments	196,055.76	200,000.00	230,000.00	225,000.00
101-000-673-000	Sale Of Fixed Assets	9,890.00		6,000.00	
101-000-676-000	Administrative Fees, Water	621,225.00	621,225.00	621,225.00	621,225.00
101-000-686-000	Lot Splits/Address Changes	5,050.00	3,000.00	8,150.00	3,000.00
101-000-686-001	Wayne Co Tax Mapping Fee	1,300.00	1,500.00	3,100.00	2,000.00
101-000-686-002	PTA-Late Filing Fees	5,649.46	4,000.00	4,000.00	4,000.00
101-000-686-003	Tax Abatement App. Fees		2,000.00	2,000.00	2,000.00
101-000-687-000	Miscellaneous	39,007.14	50,000.00	50,000.00	50,000.00
101-000-688-000	Transfer From Landfill Fund	2,935,426.00	4,096,902.00	4,096,902.00	1,800,000.00
101-000-689-000	Transfer From 911 Fund	160,000.00	160,000.00	160,000.00	160,000.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
ESTIMATED REVENUES					
Dept 000					
101-000-691-000	Recreation	46,152.35	56,000.00	56,000.00	56,000.00
101-000-691-001	Recreation Donations				
101-000-691-002	Recreation Summer Camp	45,143.63	44,000.00	44,000.00	44,000.00
101-000-692-000 *	Senior Citizens Dept.	46,841.26	53,000.00	53,000.00	53,000.00
101-000-693-000 *	Senior Gift Shop	1,822.41	1,200.00	1,200.00	1,200.00
101-000-694-000 *	Senior Donations	6,440.99	4,000.00	5,000.00	5,000.00
101-000-699-000	Operating Transfers In				
Totals for dept 000-		14,328,505.69	14,884,926.00	15,603,828.00	15,357,602.00
* NOTES TO BUDGET: DEPARTMENT 000					
692-000	Senior Citizens Dept.				
	FOOTNOTE AMOUNTS:			53,000.00	53,000.00
	Annual Mbrship fees, trip and program fees				
693-000	Senior Gift Shop				
	FOOTNOTE AMOUNTS:			1,200.00	1,200.00
	Monthly shelf rent and senior center sales				
694-000	Senior Donations				
	FOOTNOTE AMOUNTS:			5,000.00	5,000.00
	Bake Sale, Flea Mkt. and raffles				
	DEPT '000' TOTAL			59,200.00	59,200.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
ESTIMATED REVENUES					
	TOTAL ESTIMATED REVENUES	14,328,505.69	14,884,926.00	15,603,828.00	15,357,602.00
	BEGINNING FUND BALANCE	5,334,217.79	5,684,824.59	5,684,824.59	21,288,652.59
	FUND BALANCE ADJUSTMENTS	(8,881.53)			
	ENDING FUND BALANCE	19,653,841.95	20,569,750.59	21,288,652.59	36,646,254.59
Fund: 247 DDA Fund					
ESTIMATED REVENUES					
Dept 000					
247-000-403-000 *	Property Tax-(Tax Capture)	1,249,238.17	1,258,000.00	1,258,000.00	
247-000-573-000 *	Local Comm Stabilization Share Appr	8,421.06		10,598.24	
247-000-664-000	Interest Income	55,136.55	36,500.00		
247-000-690-000	Deposits With Escrow				
247-000-698-000	Bond Sales Proceeds				
247-000-698-001	Bond Sale Premium				
	Totals for dept 000-	1,312,795.78	1,294,500.00	1,268,598.24	

* NOTES TO BUDGET: DEPARTMENT 000

403-000	Property Tax-(Tax Capture)				
	FOOTNOTE AMOUNTS:			1,258,000.00	
	Anticipated property tax capture				
573-000	Local Comm Stabilization Share Appropria				
	FOOTNOTE AMOUNTS:			10,598.24	
	personal property loss				
	DEPT '000' TOTAL			1,268,598.24	

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 247 DDA Fund					
ESTIMATED REVENUES					
	TOTAL ESTIMATED REVENUES	<u>1,312,795.78</u>	<u>1,294,500.00</u>	<u>1,268,598.24</u>	
	BEGINNING FUND BALANCE	7,123,363.23	6,835,589.69	6,835,589.69	8,104,187.93
	FUND BALANCE ADJUSTMENTS	5,751.00			
	ENDING FUND BALANCE	8,441,910.01	8,130,089.69	8,104,187.93	8,104,187.93
Fund: 250 Museum Fund					
ESTIMATED REVENUES					
Dept 000					
250-000-650-000	Museum, Communities	61,500.00	60,500.00		
250-000-664-000	Interest	159.67	65.00		
250-000-664-001	Donation (Artley)		6,000.00		
250-000-664-002	Donations, Other		3,460.00		
250-000-670-000	Museum Revenue	4,832.41	3,500.00		
	Totals for dept 000-	<u>66,492.08</u>	<u>73,525.00</u>		

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 250 Museum Fund					
ESTIMATED REVENUES					
	TOTAL ESTIMATED REVENUES	66,492.08	73,525.00		
	BEGINNING FUND BALANCE	13,598.81	75,354.92	75,354.92	59,031.92
	FUND BALANCE ADJUSTMENTS	69,533.77	(16,323.00)	(16,323.00)	
	ENDING FUND BALANCE	149,624.66	132,556.92	59,031.92	59,031.92
Fund: 251 LDFA Fund					
ESTIMATED REVENUES					
Dept 000					
251-000-403-000	Property Tax Capture	526,111.10	502,043.00		
251-000-573-000	Local Comm Stabilization Share App	75,560.74	99,659.00		
251-000-664-000	Interest Income	632.99	500.00		
251-000-698-000	Bond Sales Proceeds				
251-000-699-000	Bond Premium				
	Totals for dept 000-	602,304.83	602,202.00		

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 251 LDFA Fund					
ESTIMATED REVENUES					
	TOTAL ESTIMATED REVENUES	602,304.83	602,202.00		
	BEGINNING FUND BALANCE	745,383.53	667,962.96	667,962.96	667,962.96
	ENDING FUND BALANCE	1,347,688.36	1,270,164.96	667,962.96	667,962.96
Fund: 260 Landfill Fund					
ESTIMATED REVENUES					
Dept 000					
260-000-403-000	Current Property Tax	80,663.88	81,482.00		
260-000-403-001	Property Tax Rev-Venitian,Dewitt,C	24,801.71	18,981.00		
260-000-654-000	Guarantee 20a Supplement	196,007.38	196,000.00		
260-000-655-000	Public Safety	200,000.00	200,000.00		
260-000-656-000	Recreation	100,000.00	100,000.00		
260-000-657-000	Environmental	50,000.00	50,000.00		
260-000-660-000	Gate Yard Fees	3,454,530.08	2,500,000.00		
260-000-661-000	Haz Waste Agreement				
260-000-664-000	Interest	38,856.39	64,848.00		
260-000-664-001	Interest Income-Special Assess	9,974.59	9,192.00		
260-000-687-000	Miscellaneous	9,997.06			
260-000-688-000	Transfer From Lohr Rd				
	Totals for dept 000-	4,164,831.09	3,220,503.00		

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 260 Landfill Fund					
ESTIMATED REVENUES					
	TOTAL ESTIMATED REVENUES	4,164,831.09	3,220,503.00		
	BEGINNING FUND BALANCE	5,207,389.95	6,322,530.01	6,322,530.01	6,322,530.01
	ENDING FUND BALANCE	9,372,221.04	9,543,033.01	6,322,530.01	6,322,530.01
Fund: 261 911 Fund					
ESTIMATED REVENUES					
Dept 000					
261-000-664-000	Interest Income	260.83	225.00		
261-000-671-000	Wireline 911 Revenue	130,126.19	160,000.00		
261-000-672-000	PSAP State Of Mi 911 Revenue	8,334.00			
	Totals for dept 000-	138,721.02	160,225.00		

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 261 911 Fund					
ESTIMATED REVENUES					
	TOTAL ESTIMATED REVENUES	138,721.02	160,225.00		
	BEGINNING FUND BALANCE	255,422.43	206,490.16	206,490.16	206,490.16
	ENDING FUND BALANCE	394,143.45	366,715.16	206,490.16	206,490.16
Fund: 265 Federal Forfeiture					
ESTIMATED REVENUES					
Dept 000					
265-000-499-000	Revenue-Fed Forfeitures				
265-000-664-000	Interest	43.36	45.00		
265-000-687-000	Miscellaneous Income				
	Totals for dept 000-	43.36	45.00		

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 265 Federal Forfeiture					
ESTIMATED REVENUES					
	TOTAL ESTIMATED REVENUES	43.36	45.00		
	BEGINNING FUND BALANCE	38,877.58	24,924.88	24,924.88	24,924.88
	ENDING FUND BALANCE	38,920.94	24,969.88	24,924.88	24,924.88
Fund: 266 State Forfeiture Fund					
ESTIMATED REVENUES					
Dept 000					
266-000-499-000	Revenue-State Forfeiture	21,349.00	15,000.00		
266-000-664-000	Interest	272.24	200.00		
266-000-673-000	Sale Of Fixed Assets				
	Totals for dept 000-	21,621.24	15,200.00		

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 266 State Forfeiture Fund					
ESTIMATED REVENUES					
	TOTAL ESTIMATED REVENUES	21,621.24	15,200.00		
	BEGINNING FUND BALANCE	209,377.29	167,903.62	167,903.62	167,903.62
	ENDING FUND BALANCE	230,998.53	183,103.62	167,903.62	167,903.62
Fund: 279 CDBG Fund					
ESTIMATED REVENUES					
Dept 000					
279-000-541-000	Rehab Admin Revenue	4,170.83	3,889.00		
279-000-541-001	Rehab Housing Revenue	54,271.92	25,000.00		
279-000-541-002	Building Demolition Revenue	50,013.93			
279-000-541-003	Senior Citizen Services Revenue	8,992.00	11,467.00		
279-000-541-004	Neighborhood Improvements Rev		200,000.00		
279-000-541-007	Beck Ball Field Improvements	15,512.76	25,000.00		
279-000-541-009	Youth Services	8,992.00	11,467.00		
279-000-541-013	Planning	7,944.84	11,901.00		
279-000-541-015	Sidewalks				
279-000-664-000	Interest	40.84			
279-000-688-000	Transfer From General Fund				
	Totals for dept 000-	149,939.12	288,724.00		

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 279 CDBG Fund					
ESTIMATED REVENUES					
	TOTAL ESTIMATED REVENUES	149,939.12	288,724.00		
	BEGINNING FUND BALANCE	(46,755.79)	(10,977.92)	(10,977.92)	(10,977.92)
	FUND BALANCE ADJUSTMENTS	2,103.01			
	ENDING FUND BALANCE	105,286.34	277,746.08	(10,977.92)	(10,977.92)
Fund: 301 Long Term Debt Fund					
ESTIMATED REVENUES					
Dept 000					
301-000-664-000	Interest Earned On Deposits				
301-000-688-000	Transfer In				
301-000-689-001	Transfer from General Fund				
	Totals for dept 000-				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 301 Long Term Debt Fund					
ESTIMATED REVENUES					
TOTAL ESTIMATED REVENUES					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					
Fund: 592 Water/Sewer Fund					
ESTIMATED REVENUES					
Dept 536-Water Department					
592-536-477-000 *	Tap Fees	94,298.98	50,000.00	160,000.00	170,000.00
592-536-478-000 *	Hydrant Rental Permits	3,440.00	4,000.00	4,000.00	4,000.00
592-536-608-000 *	Water Meter Charges	519,997.85	517,522.00	535,598.00	562,378.00
592-536-609-000 *	Construction Administration	7,114.64	5,000.00	5,000.00	5,000.00
592-536-626-000 *	Finals, Turn On/Off, Other	25,955.00	25,000.00	25,000.00	25,000.00
592-536-627-000 *	Inspection Fees	5,900.00	3,000.00	3,500.00	3,500.00
592-536-643-001 *	Water Sales	3,337,960.86	3,141,500.00	3,280,000.00	3,444,000.00
592-536-650-000 *	Meter/Materials Sales	36,174.25	30,000.00	30,000.00	30,000.00
592-536-662-000 *	Late Penalties	67,959.50	50,000.00	50,000.00	50,000.00
592-536-664-000 *	Interest Income	354,290.00	300,000.00	325,000.00	325,000.00
592-536-693-000	Sale Of Fixed Assets				
592-536-694-000 *	Miscellaneous Revenue	32,970.64	30,000.00	30,000.00	30,000.00
Totals for dept 536-Water Department		4,486,061.72	4,156,022.00	4,448,098.00	4,648,878.00

* NOTES TO BUDGET: DEPARTMENT 536 Water Department

477-000	Tap Fees				
	FOOTNOTE AMOUNTS:			160,000.00	170,000.00
	MENARDS 2017 TAP FEES				
478-000	Hydrant Rental Permits				
	FOOTNOTE AMOUNTS:			4,000.00	4,000.00
	BASED ON HISTORICAL AVERAGE				
608-000	Water Meter Charges				
	FOOTNOTE AMOUNTS:			535,598.00	562,378.00
	CALCULATED WITH PROJECTED 5% INCREASE				
609-000	Construction Administration				
	FOOTNOTE AMOUNTS:			5,000.00	5,000.00
	BASED ON HISTORICAL AVERAGE				
626-000	Finals, Turn On/Off, Other				
	FOOTNOTE AMOUNTS:			25,000.00	25,000.00
	BASED ON HISTORICAL AVERAGE				
627-000	Inspection Fees				
	FOOTNOTE AMOUNTS:			3,500.00	3,500.00
	BASED ON HISTORICAL AVERAGE				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 592 Water/Sewer Fund					
ESTIMATED REVENUES					
Dept 536-Water Department					
643-001	Water Sales				
				3,280,000.00	3,444,000.00
		FOOTNOTE AMOUNTS: CALCULATED WITH PROJECTED 5% INCREASE AND ESTIMATED SALES BASED UPON TRENDS			
650-000	Meter/Materials Sales				
				30,000.00	30,000.00
		FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			
662-000	Late Penalties				
				50,000.00	50,000.00
		FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			
664-000	Interest Income				
				325,000.00	325,000.00
		FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			
694-000	Miscellaneous Revenue				
				30,000.00	30,000.00
		FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			
				4,448,098.00	4,648,878.00
		DEPT '536' TOTAL			

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 592 Water/Sewer Fund					
ESTIMATED REVENUES					
Dept 537-Sewer Department					
592-537-411-000 *	Sewer Assessments	16.57	50.00	50.00	50.00
592-537-477-000 *	Tap Fees	292,525.23	150,000.00	480,000.00	240,000.00
592-537-607-000 *	Debt Service	(5,945.11)	400.00	400.00	400.00
592-537-608-000 *	Sewer Maintenance Charges	717,294.37	726,150.00	726,150.00	775,753.00
592-537-626-000	Finals, Turn On/Off, Other				
592-537-627-000	Inspection Fees				
592-537-643-001 *	Sewage Disposal	3,165,671.49	3,141,500.00	3,141,500.00	3,330,000.00
592-537-643-002 *	Non-Res. User Fees	74,456.26	70,000.00	70,000.00	70,000.00
592-537-662-000 *	Late Penalties	67,257.88	50,000.00	50,000.00	50,000.00
592-537-694-000 *	Miscellaneous Revenue	5,941.81	5,000.00	5,000.00	5,000.00
592-537-695-000	Contribution From DDA				
Totals for dept 537-Sewer Department		4,317,218.50	4,143,100.00	4,473,100.00	4,471,203.00

* NOTES TO BUDGET: DEPARTMENT 537 Sewer Department

411-000	Sewer Assessments				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			50.00	50.00
477-000	Tap Fees				
	FOOTNOTE AMOUNTS: MENARDS 2017 TAP FEES			480,000.00	240,000.00
607-000	Debt Service				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			400.00	400.00
608-000	Sewer Maintenance Charges				
	FOOTNOTE AMOUNTS: CALCULATED WITH PROJECTED 5% INCREASE			726,150.00	775,753.00
643-001	Sewage Disposal				
	FOOTNOTE AMOUNTS: CALCULATED WITH PROJECTED 5% INCREASE AND ESTIMATED FLOWS BASED UPON TRENDS			3,141,000.00	3,330,000.00
643-002	Non-Res. User Fees				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			70,000.00	70,000.00
662-000	Late Penalties				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			50,000.00	50,000.00
694-000	Miscellaneous Revenue				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			5,000.00	5,000.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 592 Water/Sewer Fund					
ESTIMATED REVENUES					
Dept 537-Sewer Department					
	DEPT '537' TOTAL			4,472,600.00	4,471,203.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 592 Water/Sewer Fund					
ESTIMATED REVENUES					
Dept 538-W/S Tax Levy					
592-538-403-000	Property Tax	237.77			
592-538-417-000	Delq Personal Property	122.22			
592-538-445-000	Interest/Penalty Del Pers Prop	473.86			
592-538-607-000	Debt Service				
592-538-694-000	Miscellaneous Revenue				
Totals for dept 538-W/S Tax Levy		833.85			

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 592 Water/Sewer Fund					
ESTIMATED REVENUES					
	TOTAL ESTIMATED REVENUES	<u>8,804,114.07</u>	<u>8,299,122.00</u>	<u>8,921,198.00</u>	<u>9,120,081.00</u>
	BEGINNING FUND BALANCE	59,849,774.94	58,002,100.70	58,002,100.70	66,923,298.70
	FUND BALANCE ADJUSTMENTS	(2,024.00)			
	ENDING FUND BALANCE	68,651,865.01	66,301,222.70	66,923,298.70	76,043,379.70
Fund: 701 Delinquent Tax Fund					
ESTIMATED REVENUES					
Dept 000					
701-000-499-000	Delinquent Tax Collections				
	Totals for dept 000-				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 701 Delinquent Tax Fund					
ESTIMATED REVENUES					
	TOTAL ESTIMATED REVENUES	_____	_____	_____	_____
	BEGINNING FUND BALANCE				
	ENDING FUND BALANCE				
Fund: 703 Current Tax Fund					
ESTIMATED REVENUES					
Dept 000					
703-000-299-000	CTA Collection Acct - Sum				
703-000-299-001	CTA Collection Acct. - Wint	_____	_____	_____	_____
	Totals for dept 000-				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 703 Current Tax Fund					
ESTIMATED REVENUES					
TOTAL ESTIMATED REVENUES					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					
Fund: 736 Public Employee Health Care Fund					
ESTIMATED REVENUES					
Dept 000					
736-000-664-000	Interest on OPEB Investments	46,863.00			
736-000-665-000	Gain On Investment	95,865.00			
736-000-674-000	Employer Contributions	588,462.00			
Totals for dept 000-		731,190.00			

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 736 Public Employee Health Care Fund					
ESTIMATED REVENUES					
	TOTAL ESTIMATED REVENUES	731,190.00			
	BEGINNING FUND BALANCE	1,487,982.00	1,837,628.00	1,837,628.00	1,837,628.00
	ENDING FUND BALANCE	2,219,172.00	1,837,628.00	1,837,628.00	1,837,628.00
Fund: 760 Court Fund					
ESTIMATED REVENUES					
Dept 000					
760-000-299-000	Due To 34th District Court				
Totals for dept 000-					

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 760 Court Fund					
ESTIMATED REVENUES					
TOTAL ESTIMATED REVENUES					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					
Fund: 997 GASB Fund-LDFA					
ESTIMATED REVENUES					
Dept 000					
997-000-698-000	LDFA Bond Premium	743,793.00			
Totals for dept 000-		743,793.00			

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 997 GASB Fund-LDFA					
ESTIMATED REVENUES					
	TOTAL ESTIMATED REVENUES	<u>743,793.00</u>	<u></u>	<u></u>	<u></u>
	BEGINNING FUND BALANCE	(25,818,909.87)	(26,445,604.87)	(26,445,604.87)	(26,445,604.87)
	FUND BALANCE ADJUSTMENTS	(807,913.00)			
	ENDING FUND BALANCE	(25,883,029.87)	(26,445,604.87)	(26,445,604.87)	(26,445,604.87)
Fund: 998 GASB Fund-DDA					
ESTIMATED REVENUES					
Dept 000					
998-000-698-000	DDA Bond Premium	<u>10,072.00</u>	<u></u>	<u></u>	<u></u>
	Totals for dept 000-	10,072.00			

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 998 GASB Fund-DDA					
ESTIMATED REVENUES					
	TOTAL ESTIMATED REVENUES	10,072.00			
	BEGINNING FUND BALANCE	(6,292,031.94)	(6,142,593.94)	(6,142,593.94)	(6,142,593.94)
	FUND BALANCE ADJUSTMENTS	(86,324.00)			
	ENDING FUND BALANCE	(6,368,283.94)	(6,142,593.94)	(6,142,593.94)	(6,142,593.94)
Fund: 999 GASB Fund-General					
ESTIMATED REVENUES					
Dept 000					
999-000-673-000	Sale Of Fixed Assets				
999-000-674-000	Asset Contribution from W/S				
999-000-700-000	SAD Revenue-Public Works	(139,021.00)			
999-000-700-002	Grant Revenue	1,013.00			
999-000-700-003	CDBG Revenue	(35,778.00)			
	Totals for dept 000-	(173,786.00)			

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 999 GASB Fund-General					
ESTIMATED REVENUES					
Dept 902					
999-902-600-001	Capital Contrib-Public Safety				
Totals for dept 902-					
TOTAL ESTIMATED REVENUES		(173,786.00)			
BEGINNING FUND BALANCE		5,440,596.07	2,676,440.63	2,676,440.63	2,676,440.63
FUND BALANCE ADJUSTMENTS		(14,609.00)			
ENDING FUND BALANCE		5,252,201.07	2,676,440.63	2,676,440.63	2,676,440.63
ESTIMATED REVENUES - ALL FUNDS		30,900,637.28	28,838,972.00	25,793,624.24	24,477,683.00
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		30,900,637.28	28,838,972.00	25,793,624.24	24,477,683.00
BEGINNING FUND BALANCE - ALL FUNDS		53,548,286.02	49,902,573.43	49,902,573.43	75,679,874.67
FUND BALANCE ADJUSTMENTS - ALL FUNDS		(842,363.75)	(16,323.00)	(16,323.00)	
ENDING FUND BALANCE - ALL FUNDS		83,606,559.55	78,725,222.43	75,679,874.67	100,157,557.67

General Fund Expenditures

101. Township Board

Township Board

734.699.8900

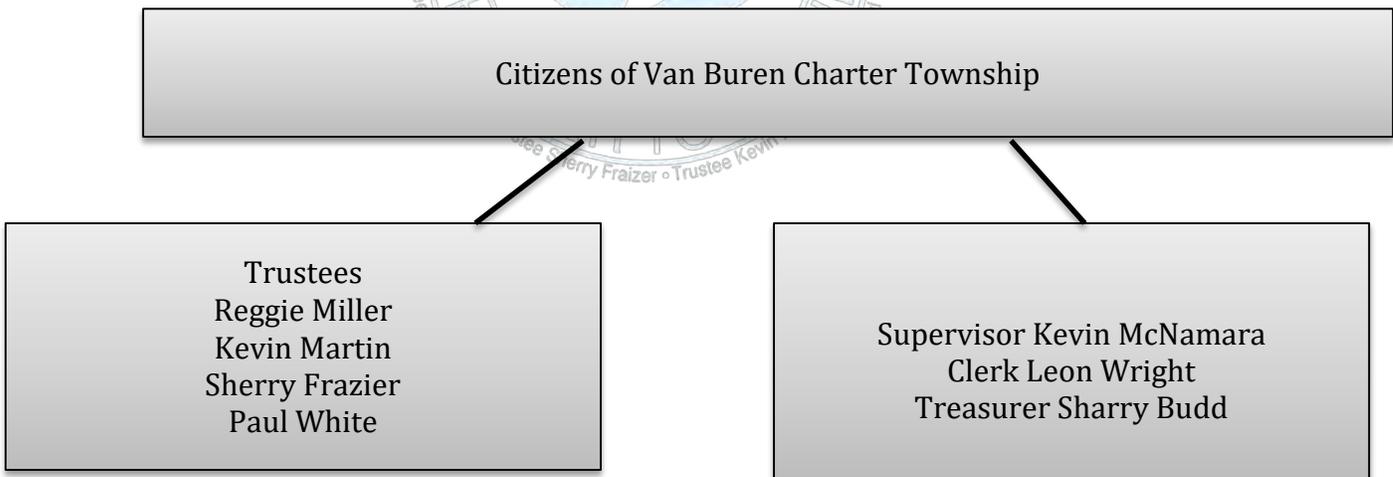
www.vanburen-mi.org

RE: Board of Trustees

It is the Board's vision and direction which control every department within the Township. It is through the Township Board of Trustees that strategic planning, policy, performance measures and evaluation come together in the creation of the budget. The board is the keeper of the budget. By developing the annual budget - they set the priorities. Further, it is by amendments to the budget that they redefine the priorities during the budget year.

The Board is the legislative body of the Township. It utilizes its legislative powers to adopt ordinances, appropriate monies, zone property, settle legal disputes, buy/sell or lease properties, propose mileages to the public for approval, and create special assessment districts.

Van Buren Trustees are expected to maintain continuous training to keep abreast of the current rules, regulations, laws and trends in Township governance. Trustees are encouraged to attend at least one workshop each year; covering multiple disciplines and training classes. It is through this planning, training and collective wisdom that Van Buren Township has grown into a vibrant, premier community.



Break Down/Justification

Van Buren Charter Township Budget Proposal 2017-18

734.699.8900

46425 Tyler Road

Van Buren Charter Township, MI 48111

www.vanburen-mi.org

Re: Board Of Trustees

Township Board 2018 Budget Proposed

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 101-Township Board					
101-101-702-000 *	Township Board Salaries	62,281.92	63,248.00	63,248.00	64,828.00
101-101-706-000 *	REAL Wages			47,984.00	
101-101-706-001	REAL Wage Reimb			(47,984.00)	
101-101-719-000	Allocated Fringes	34,979.54	49,435.00	49,435.00	52,900.00
101-101-810-000	Memberships & Dues	11,755.50	13,000.00	13,000.00	13,000.00
101-101-860-000	Transportation	142.43	2,000.00	2,000.00	2,000.00
101-101-956-000	Other	60,135.59	55,000.00	55,000.00	50,000.00
101-101-956-001	REAL Expenses				
101-101-956-002	REAL Exp reimbursement				
101-101-957-000	Museum Contribution	40,000.00	39,000.00	39,000.00	39,000.00
101-101-958-000	Transfer, Retiree Health	100,000.00	100,000.00	100,000.00	100,000.00
101-101-959-000	Transfer to Long Term Deb				1,500,000.00
Totals for dept 101-Township Board		309,294.98	321,683.00	321,683.00	1,821,728.00
* NOTES TO BUDGET: DEPARTMENT 101 Township Board					
702-000	Township Board Salaries				
	Includes 2.5% projected increase.				
706-000	REAL Wages				
	FOOTNOTE AMOUNTS:			29,025.00	29,025.00
	DEPT '101' TOTAL			29,025.00	29,025.00
TOTAL APPROPRIATIONS		309,294.98	321,683.00	321,683.00	1,821,728.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(309,294.98)	(321,683.00)	(321,683.00)	(1,821,728.00)
	BEGINNING FUND BALANCE	5,334,217.79	5,684,824.59	5,684,824.59	5,363,141.59
	FUND BALANCE ADJUSTMENTS	(8,881.53)			
	ENDING FUND BALANCE	5,016,041.28	5,363,141.59	5,363,141.59	3,541,413.59

171. Township Supervisor

Kevin McNamara

Supervisor

734.699.8910

kmcnamara@vanburen-mi.org

www.vanburen-mi.org

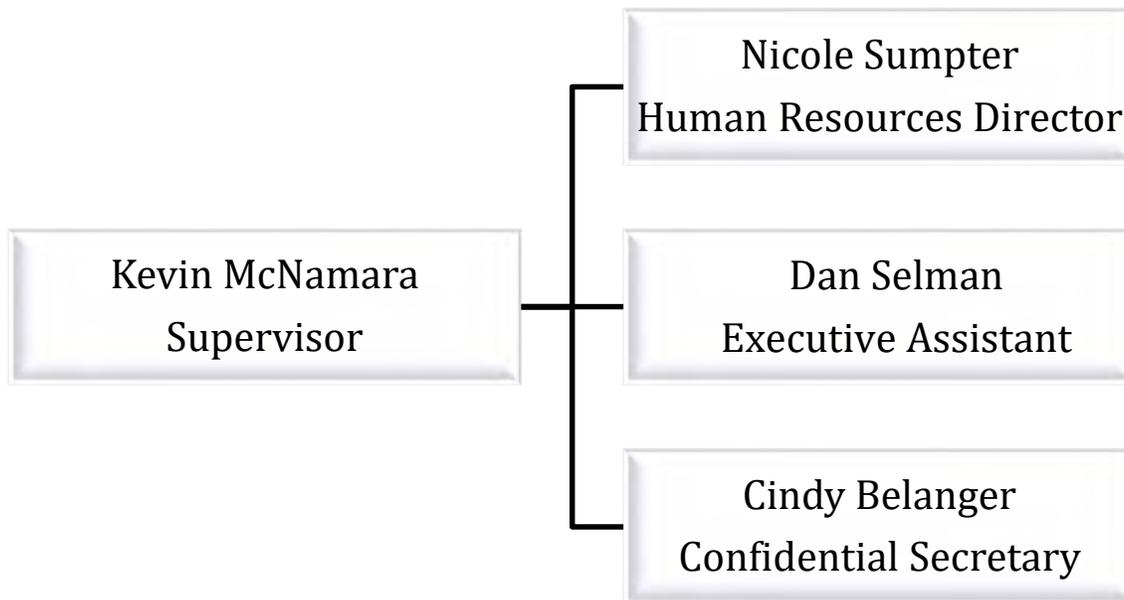
Dan Selman, Executive Assistant

Re: Supervisor's Department

The role of the Township Supervisor encompasses a myriad of responsibilities, such as;

- Is the “legal agent” of the Township, in which intergovernmental contracts, agreements, Memorandum’s of Understanding, and all business dealings are negotiated through.
- The Township’s highest law enforcement official and chief administrative officer.
- Sets the agenda and moderates the meetings of the Board of Trustees.
- Makes committee/commission appointments, with Board approval.
- Oversees and manages the day to day operations of the Township’s varied departments: Public Services, Planning & Economic Development, Cable, Parks & Recreation, Senior Center, Information Technology, and the Belleville-area Museum.

It has been the focus of the Supervisor to maintain a high level of public services, while keeping taxes low. To provide fiscal stability in challenging economic times. Leveraging VBT’s geographical location as an asset, to promote planned economic growth. Placing a strong emphasis on public engagement to facilitate enhanced communication and transparency. A central focal point of the McNamara administration is improved relations with our friends in the City of Belleville and Sumpter Twp. This has allowed for shared services and expanded grant opportunities through regionalism.

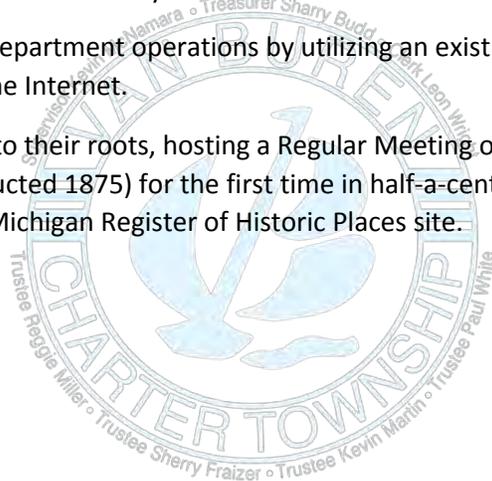


2017 Highlights

The Township Supervisor works according to the vision and direction of the Board of Trustees. Based on the current direction of this Board, great things are happening in Van Buren Charter Township and **Together**:

- **Secured** grant awards, which enhance the quality of life for Van Buren Township residents.
 - ❖ **\$300,000** – CDBG funding to make improvements to homes of our at-risk population. This is the first grant garnered utilizing the new regional grant strategy. Partnering with Belleville, Huron Twp., Sumpter Twp., and Garden City made this grant possible.
 - ❖ **\$47,497** – Detroit Wayne Mental Health Authority, sponsored the Summer Youth Jobs Initiative -“**The Real**” which gave local teens real-world jobs experience as “Community Ambassadors” as they made a valuable contribution doing community outreach. Assistance to local seniors in need was a chief component of this program.
 - ❖ **\$30,000** – State of Michigan provided for the Iron Bell Trail, designed to create walkable/hike-able/bike-able pathways along Huron River Dr. from Haggerty to Belleville.
 - ❖ **\$30,000** – Wayne County in additional funding toward the Iron Bell Trail in order to make a premier trail/sidewalk.
 - ❖ **\$30,000** – Wayne County Park Millage Fund grant for improvements to Quirk park’s ballfield.
 - ❖ **\$ 750,000** – Wayne County Local Road Fund Initiative utilized to pave McBride Road, one of the most heavily trafficked residential roads in the area.
- Launched a portal to everything Van Buren through the **Township APP**, available now on iPhone/Android OS. Features include: easy access to Township officials, which streamline communication between the public and local government; convenient online tax and water bill payment; alerts to the public in case of emergency; a gateway to share your ideas and report problems, links to social media, sign-up and receive coupons for Twp. events, get community updates, and much more.
- Revamped Parks & Recreation department, along with the Community Lake Ledger to be the front door to all VBT based programming, both public and private.
- Proactive approach from Public Safety, with new Fire Chief Amy Brow joining “One Department – One Team”:
 - ❖ Upgraded Fire Department’s emergency response fleet with two brand new, state-of-the-art fire trucks. A \$1,000,000,000 – **2018 100 ft. Platform** that’s primary function is to perform rescues at high elevation and quell large structure fires. A \$350,000 – **2017 Fire Engine** is an initial response front line fire attack vehicle.
 - ❖ Marine Unit rebuilt and deputized by Wayne County Sheriff Benny Napoleon, along with equipping newly deputized unit with a new **\$75,000** boat to patrol Belleville Lake. This mutually beneficial partnership between the County and Township has aided in shared resources, and an increased level of security on Belleville Lake.
 - * **\$35,000** contributed from the Civic Fund (\$25,000) and Franklin Community Homes – Ron Blank (\$10,000) to purchase a dive trailer.
 - ❖ Secured a **\$74,000** Assistance to Firefighters Grant (AFG) for advanced CPR assistance equipment, which has a significantly higher rate of saving lives in emergencies.

- ❖ Outfitted all Public Safety vehicles with NARCAN, an opioid overdose remedy to combat a nationwide opioid epidemic. Also, provided training for our friends in the City of Belleville and Sumpter Twp. to equip their departments as well.
- ❖ Initiated Fire Department Recruitment Program partnership with Schoolcraft Community College.
- Economically, business is booming, as Van Buren Twp. welcomed many new businesses, such as: **Menards, ALDI, Planet Fitness, Which Wich, Qdoba, Starbucks, Maysen Polymer, SVS Vision, and Marriott – Towneplace Suites.**
 - * Additionally, **Atchinson Ford** redesigned its dealership in 2017 to better serve the public.
- Passed the Shoreline Ordinance, which gives lake front residents control over their shoreline.
- Secured the ability for a future planned draw-down of Belleville Lake, allowing an opportunity for much needed clean-up and maintenance.
- Received approval from the Michigan Department Natural Resources to purchase of MDNR property, at a price currently being evaluated by the State.
- Established a warming center in March, after a historic windstorm left over a million Michigan residents without power, impacting thousands of area residents. In cooperation with Van Buren School District and our friends in the City of Belleville and Sumpter Twp., a warming center was quickly setup at Belleville H.S. and provided relief for many families in need.
- Expanded the role of Cable department operations by utilizing an existing talented staff to create unique original content on the Internet.
- Board of Trustees' returned to their roots, hosting a Regular Meeting on June 6th at the historic old grand Township Hall (constructed 1875) for the first time in half-a-century. Currently, the Belleville-area Museum is designated as a Michigan Register of Historic Places site.



Nicole Sumpter

734.699.8900 ext. 9293

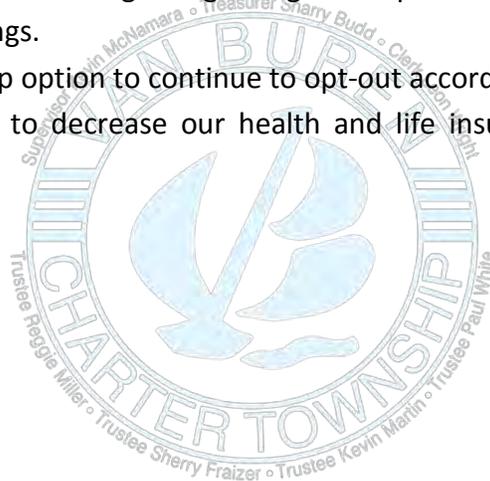
nsumpter@vanburen-mi.org

www.vanburen-mi.org

Director of Human Resources

Human Resources instrumentally progresses the Township culturally and competitively in municipal government. Creating redefining engagement of employees that bring their own mix-match of skills, unanticipated issues and achievements. Develops executable strategies that motivates department to extreme brainstorming and planning for projects that require bringing various skill-sets. The department continues to move towards developing expert knowledge of trends and continuation of inclusion and diversity. Our goals for 2018 fiscal year include:

- Staying current on legislation regarding changes or repeals in our current health care reform and the overtime rulings.
- Maintain the Township option to continue to opt-out according to PA 152
- Stay abreast of ways to decrease our health and life insurance rates through wellness programs.



Break Down/Justification

Van Buren Charter Township Budget Proposal 2017-18

734.699.8900

46425 Tyler Road

Van Buren Charter Township, MI 48111

www.vanburen-mi.org

Supervisor

2018 Budget Proposed

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 171-Supervisor Department					
101-171-702-000 *	Salary Of The Supervisor	81,537.37	86,000.00	86,000.00	88,150.00
101-171-703-000 *	Executive Assistant	55,508.03	50,000.00	50,000.00	51,250.00
101-171-703-001	DDA Reimbursement				
101-171-705-000 *	HR Director		66,000.00	66,000.00	67,650.00
101-171-706-000 *	Employee Wages	13,833.66	14,000.00	16,000.00	16,400.00
101-171-719-000	Allocated Fringes	37,096.29	128,450.00	80,000.00	83,000.00
101-171-810-000	Memberships & Dues	(655.50)	700.00	400.00	700.00
101-171-860-000	Transportation	442.95	1,800.00	1,800.00	800.00
101-171-861-000 *	Training	129.87	2,500.00	2,500.00	5,000.00
101-171-956-000 *	Other	6,249.49	2,000.00	5,000.00	5,000.00
101-171-970-000	Capital Outlay		5,400.00	2,500.00	3,000.00
Totals for dept 171-Supervisor Department		194,142.16	356,850.00	310,200.00	320,950.00
* NOTES TO BUDGET: DEPARTMENT 171 Supervisor Department					
702-000	Salary Of The Supervisor				
	Includes a 2.5% projected increase.				
703-000	Executive Assistant				
	Converted to full time positon from 2016 as well as 2.5% increase.				
705-000	HR Director				
	Position converted from Benefits Coordinator. Salary reflects a 2.5% increase from 2016.				
706-000	Employee Wages				
	Increase reflects amended working schedule from 2016, plus a 2.5% increase				
861-000	Training				
	Increrase reflects State mandated training by department to maintain certifications.				
956-000	Other				
	Increase reflects speacialized office supplies, publishing, and miscellenious activity sprecific to Supervisor's Department.				
TOTAL APPROPRIATIONS		194,142.16	356,850.00	310,200.00	320,950.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(194,142.16)	(356,850.00)	(310,200.00)	(320,950.00)
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	5,374,624.59
FUND BALANCE ADJUSTMENTS		(8,881.53)			
ENDING FUND BALANCE		5,131,194.10	5,327,974.59	5,374,624.59	5,053,674.59

202. Accounting/Audit

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 202-Independent Accounting/audit					
101-202-801-000	Independent Accounting/Audit	51,695.00	55,000.00	80,000.00	55,000.00
Totals for dept 202-Independent Accounting/audit		51,695.00	55,000.00	80,000.00	55,000.00
TOTAL APPROPRIATIONS		51,695.00	55,000.00	80,000.00	55,000.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(51,695.00)	(55,000.00)	(80,000.00)	(55,000.00)
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	5,604,824.59
FUND BALANCE ADJUSTMENTS		(8,881.53)			
ENDING FUND BALANCE		5,273,641.26	5,629,824.59	5,604,824.59	5,549,824.59

210. Attorney Fees

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 210-Attorney Fees					
101-210-801-000	Attorney Fees	215,529.02	240,000.00	240,000.00	240,000.00
Totals for dept 210-Attorney Fees		215,529.02	240,000.00	240,000.00	240,000.00
TOTAL APPROPRIATIONS		215,529.02	240,000.00	240,000.00	240,000.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(215,529.02)	(240,000.00)	(240,000.00)	(240,000.00)
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	5,444,824.59
FUND BALANCE ADJUSTMENTS		(8,881.53)			
ENDING FUND BALANCE		5,109,807.24	5,444,824.59	5,444,824.59	5,204,824.59

215. Clerk's Department

Leon Wright

Clerk

734.699.8909

lwright@vanburen-mi.org

www.vanburen-mi.org

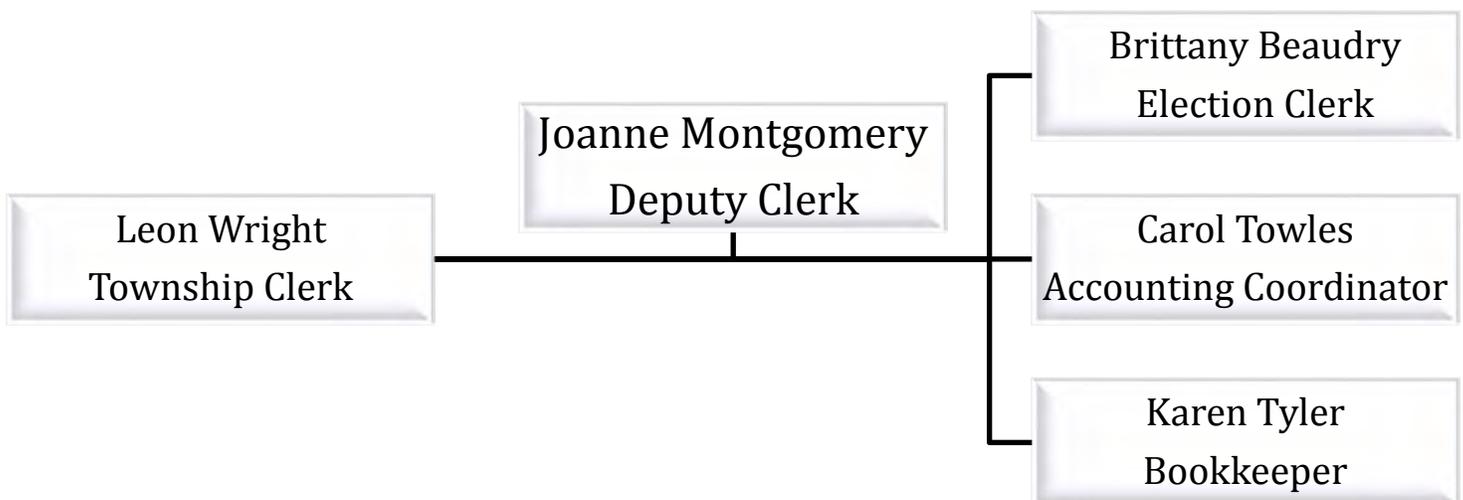
Joanne Montgomery, Deputy Clerk

Re: Clerk's Office

The Clerk's Office is responsible for maintaining all Township records, meeting minutes, oaths of office, accounts payable, payroll, cemetery management, freedom of information requests, annual audits, liability claims and elections. As the first office encountered when visiting the Township, we strive to provide a welcoming atmosphere to residents and visitors alike. We are committed to serving the community and take pride in maintaining the utmost integrity in all election processes.

Highlights for 2017-2018 include:

- Replacement of all voting equipment as mandated by the State of Michigan.
- Upgrades to E-poll book processing including a \$6300.00 grant from the Van Buren Civic Fund to replace 10 depreciated laptops.
- Training for certification, re-certification and to improve staffing service levels. Received \$1062.00 in grants to offset training costs.
- Clerk Wright awarded Michigan Association of Municipal Clerks- 2017 Township Clerk of the Year.
- Aggressive records management re-organization in accordance with State of Michigan records retention schedules.
- Office personnel restructuring and changes.
- Election worker training on new equipment and process enhancements.
- Addition of on-site listener system to allow wireless download of election results to the County and Township on Election day.



Break Down/Justification

Van Buren Charter Township Budget Proposal 2017-18

734.699.8900

46425 Tyler Road

Van Buren Charter Township, MI 48111

www.vanburen-mi.org

Re:

Clerk

2018 Budget Proposed

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 215-Clerk Department					
101-215-702-000 *	Salary Of The Clerk	78,740.62	82,606.00	82,606.00	84,671.15
101-215-703-000 *	Salary Of The Deputy Clerk	65,577.96	73,129.00	73,129.00	74,957.23
101-215-704-000	Admin Asst/Benefits Coord Wage	49,687.36			
101-215-705-000 *	Employees Wages	134,245.44	119,800.00	119,800.00	110,000.00
101-215-705-001	DDA Wage/Fringe Reimb	(9,559.00)	(9,559.00)	(9,559.00)	(9,559.00)
101-215-719-000	Allocated Fringes	154,158.92	139,000.00	116,000.00	122,000.00
101-215-810-000 *	Memberships & Dues	870.00	1,500.00	1,000.00	1,200.00
101-215-831-000	Community Outreach	1,610.10			
101-215-831-001	Community Outreach - Donations	(1,610.10)		(1,179.90)	
101-215-860-000 *	Transportation	2,017.73	3,500.00	3,000.00	3,500.00
101-215-861-000 *	Training	6,210.68	7,500.00	6,000.00	7,000.00
101-215-861-001	Training Reimbursement/Scholarship			(850.00)	
101-215-956-000 *	Other	1,785.14	1,750.00	2,000.00	2,000.00
101-215-970-000 *	Capital Outlay	2,617.24	2,400.00	2,400.00	2,000.00
Totals for dept 215-Clerk Department		486,352.09	421,626.00	394,346.10	397,769.38
* NOTES TO BUDGET: DEPARTMENT 215 Clerk Department					
702-000	Salary Of The Clerk				
	Salary of the Clerk				
703-000	Salary Of The Deputy Clerk				
	Salary of the Deputy Clerk				
705-000	Employees Wages				
	Bookkeeper and Payroll				
810-000	Memberships & Dues				
	Membership dues to MAMC, IIMC, AWCC and MGFOA.				
860-000	Transportation				
	Re-imbusement for travel millage.				
861-000	Training				
	MAMC Education day, MAMC conference, IIMC conference amd IIMC masters classes.				
956-000	Other				
	Fees and cost not budgeted.				
970-000	Capital Outlay				
	Cost for computer replacement for Clerk.				
TOTAL APPROPRIATIONS		486,352.09	421,626.00	394,346.10	397,769.38
NET OF REVENUES/APPROPRIATIONS - FUND 101		(486,352.09)	(421,626.00)	(394,346.10)	(397,769.38)
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	5,290,478.49

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101	General Fund				
	FUND BALANCE ADJUSTMENTS	(8,881.53)			
	ENDING FUND BALANCE	4,838,984.17	5,263,198.59	5,290,478.49	4,892,709.11

191. Elections

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 191-Election Department					
101-191-705-000 *	Election Office Wages	75,498.60	80,000.00	50,000.00	85,000.00
101-191-719-000	Allocated Fringes	2,185.37	19,000.00	19,000.00	15,500.00
101-191-727-000 *	Office Supplies	57,263.97	24,500.00	15,000.00	24,500.00
101-191-727-004	Election Reimbursement	(34,445.79)			
101-191-861-000 *	Training	(129.87)	1,500.00	1,500.00	1,500.00
101-191-900-000 *	Printing & Publishing	892.25	3,500.00	2,500.00	3,500.00
101-191-933-000 *	Equipment Maintenance	3,939.32	1,500.00	1,500.00	2,000.00
101-191-956-000	Other		500.00	500.00	1,000.00
101-191-970-000 *	Capital Outlay		30,000.00	30,000.00	6,800.00
101-191-970-001	Capital Outlay-Reimbursement				
101-191-970-002	Civic Fund Reimbursement			(6,301.50)	
Totals for dept 191-Election Department		105,203.85	160,500.00	113,698.50	139,800.00
* NOTES TO BUDGET: DEPARTMENT 191 Election Department					
705-000	Election Office Wages				
	Wages for Election Clerk and Election workers.				
727-000	Office Supplies				
	Cost for Election supplies, coding, programming of M100 etc.				
861-000	Training				
	Election Clerk Training				
900-000	Printing & Publishing				
	Publications of Elections, Printing of voter ID cards, etc.				
933-000	Equipment Maintenance				
	Maintenance of Kardveyor and Election equipment.				
970-000	Capital Outlay				
	Onsite Listener to download from precincts to Township Hall.				
TOTAL APPROPRIATIONS		105,203.85	160,500.00	113,698.50	139,800.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(105,203.85)	(160,500.00)	(113,698.50)	(139,800.00)
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	5,571,126.09
FUND BALANCE ADJUSTMENTS		(8,881.53)			
ENDING FUND BALANCE		5,220,132.41	5,524,324.59	5,571,126.09	5,431,326.09

248. General Office

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 248-General Office					
101-248-727-000 *	Office Supplies	18,930.75	22,000.00	19,000.00	22,000.00
101-248-728-000 *	Postage	25,891.08	35,500.00	25,500.00	30,000.00
101-248-819-000 *	Contracted Services	11,981.85	15,000.00	15,000.00	15,000.00
101-248-900-000 *	Printing & Publishing	4,371.97	6,500.00	10,000.00	6,500.00
101-248-933-000 *	Equipment Maintenance	2,204.66	3,000.00	3,000.00	3,000.00
101-248-940-000 *	Equipment Rental	4,172.52	6,000.00	4,500.00	4,500.00
101-248-956-000 *	Other	2,240.15	3,500.00	2,500.00	3,000.00
101-248-970-000	Capital Outlay	14,176.00			
101-248-999-000 *	Handling Fees	11,614.90	14,500.00	14,500.00	14,500.00
Totals for dept 248-General Office		95,583.88	106,000.00	94,000.00	98,500.00
* NOTES TO BUDGET: DEPARTMENT 248 General Office					
727-000	Office Supplies				
	Office supplies used by all departments.				
728-000	Postage				
	Postage for all departments.				
819-000	Contracted Services				
	Cost for ordinance codifications, documents shredding township wede and web hosting.				
900-000	Printing & Publishing				
	Projected cost for ordinance publication.				
933-000	Equipment Maintenance				
	Copier maintence for all depts.				
940-000	Equipment Rental				
	Postage Machine Rental.				
956-000	Other				
	General Office non budgeted expense.				
999-000	Handling Fees				
	Bank Charges				
TOTAL APPROPRIATIONS		95,583.88	106,000.00	94,000.00	98,500.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(95,583.88)	(106,000.00)	(94,000.00)	(98,500.00)
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	5,590,824.59
FUND BALANCE ADJUSTMENTS		(8,881.53)			
ENDING FUND BALANCE		5,229,752.38	5,578,824.59	5,590,824.59	5,492,324.59

900. Insurance

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 900-Insurance					
101-900-719-000 *	Retiree & Cobra Benefits	341,448.20	250,000.00	350,000.00	350,000.00
101-900-720-000	Workers' Compensation	78,618.20	65,000.00	120,000.00	100,000.00
101-900-721-000 *	UIA Benefits Paid		2,000.00	2,000.00	2,000.00
101-900-910-000 *	Insurance & Bonds	407,033.51	410,000.00	410,000.00	410,000.00
Totals for dept 900-Insurance		827,099.91	727,000.00	882,000.00	862,000.00
* NOTES TO BUDGET: DEPARTMENT 900 Insurance					
719-000	Retiree & Cobra Benefits				
	Projected retiree cost.				
721-000	UIA Benefits Paid				
	unemployment				
910-000	Insurance & Bonds				
	Annual Liability insurance payment and bonds.				
TOTAL APPROPRIATIONS		827,099.91	727,000.00	882,000.00	862,000.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(827,099.91)	(727,000.00)	(882,000.00)	(862,000.00)
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	4,802,824.59
FUND BALANCE ADJUSTMENTS		(8,881.53)			
ENDING FUND BALANCE		4,498,236.35	4,957,824.59	4,802,824.59	3,940,824.59

228. Information Technology

Steve Rankin

Information Technology Director

734.699.8900 ext. 9204

srankin@vanburen-mi.org

www.vanburen-mi.org

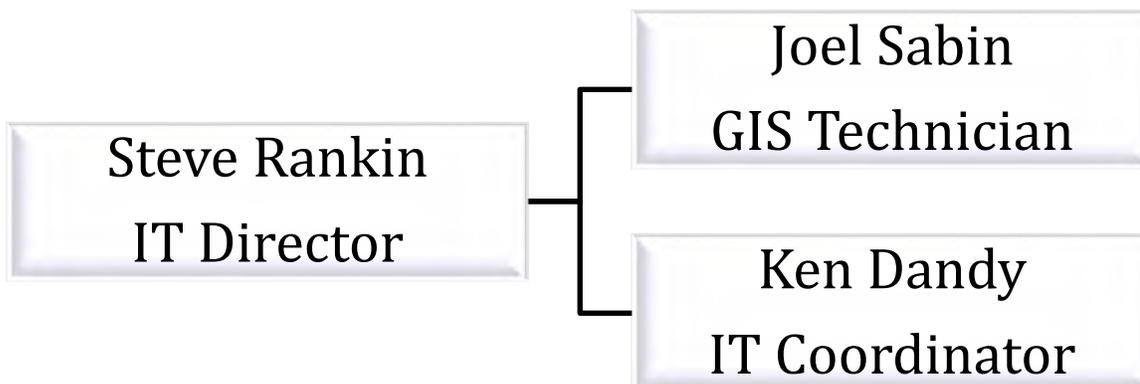
Re: Information Technology Department

Service and support continues to be a large part of what the I.T. Department provides the Township on a daily basis. The I.T. Department is responsible for maintaining over 500 hardware items and a multitude of applications that have to be administered including the Township's Website, Phone system, Email System, Public Safety's CLEMIS system and BS&A Financial, Utility Billing, Tax, Permit, Assessing and Cemetery applications.

In addition to daily service requests the Information Technology Department completes a number of projects on a yearly basis that maintain and improve the Township's Technology Infrastructure to better serve Township employees and residents.

I.T. Department 2017 completed projects:

- *Upgrade of Township Firewall - Security*
- *Addition of Disk Storage Array - Data Growth*
- *Creation of Township App - Resident Communication*
- *Added Secondary Internet Backup Circuit - Redundancy*
- *Procured and set up new Election laptops - Election Support*
- *Update of Twp Parcel Map with Assessing - Assessing Support*
- *Upgrade of Bldg. Security Access System - Security*



Break Down/Justification

Van Buren Charter Township Budget Proposal 2017-18

734.699.8900

46425 Tyler Road

Van Buren Charter Township, MI 48111

www.vanburen-mi.org

Re: Information Technology Department

Information Technology Department 2018 Budget Proposed



BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 228-IT Department					
101-228-702-000	It Director	70,861.60	71,604.00	71,604.00	73,395.00
101-228-702-001	DDA Reimbursement	(2,840.00)	(2,840.00)	(2,840.00)	(3,000.00)
101-228-703-000	Public Safety IT Coordinator	61,090.64	59,857.00	60,149.00	61,653.00
101-228-704-000 *	GIS Technician Salary	52,789.98	54,100.00	54,363.00	55,722.00
101-228-719-000	Allocated Fringes	74,474.17	84,000.00	80,000.00	81,000.00
101-228-810-000 *	Memberships & Dues	100.00	100.00	100.00	200.00
101-228-816-000 *	GIS Technology	9,118.00	11,500.00	9,000.00	8,500.00
101-228-817-000 *	Technology	42,941.05	43,000.00	40,000.00	40,000.00
101-228-860-000 *	Transportation	246.24	150.00	150.00	150.00
101-228-861-000 *	Training	414.60	1,500.00	1,500.00	2,500.00
101-228-939-000 *	Computer Maintenance	47,478.36	51,000.00	55,000.00	56,375.00
101-228-939-001	DDA Reimb-Computer Maintenance	(2,500.00)	(2,500.00)	(2,500.00)	(3,000.00)
101-228-956-000 *	Other	2,682.39	2,000.00	1,800.00	1,800.00
101-228-970-000 *	Capital Outlay	55,155.00	15,000.00	15,000.00	160,716.00
101-228-970-001	MMRMA Reimbursement	(46,190.00)			
Totals for dept 228-IT Department		365,822.03	388,471.00	383,326.00	536,011.00

* NOTES TO BUDGET: DEPARTMENT 228 IT Department

704-000 GIS Technician Salary

FOOTNOTE AMOUNTS: 54,363.00 55,722.00

Correction of 2017 Salary as it was originally calculated at 2.5% not 3.0%
SAW (Sewer and Water) Grant is supposed to cover the portion of this salary that contributes to any Water and Sewer work in GIS and Cityworks. Jim Taylor and Joel Sabin are tracking these contributions for future re-imburement.

810-000 Memberships & Dues

FOOTNOTE AMOUNTS: 200.00

GMIS (Governmental Management Information Sciences) organization. Dues increase of \$100, Annual cost is now \$200.

816-000 GIS Technology

FOOTNOTE AMOUNTS: 8,500.00

ESRI annual Maintenance and Support license renewal which covers our GIS products. Also included is approximately \$3,500 for GIS support/assistance on higher end support. (Specialized technical support)

817-000 Technology

FOOTNOTE AMOUNTS: 40,000.00

AT&T Fiber Optic Internet Circuit - \$1,654 per month - Annual Cost \$19,848
Comcast Secondary Backup Internet Circuit - \$90 per month - Annual Cost \$1080
Swiftic App (VBT Township Hall App Host) - \$57 per month - Annual Cost \$684
Vendor Support Hours for Security (Firewall), Router, Switch, Server issues that require specialized assistance. Cost varies from year to year depending on need for assistance (Vendors AT&T, Ricoh, Red Level Networks, Communication Associates.

860-000 Transportation

FOOTNOTE AMOUNTS: 150.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 228-IT Department					
	Car mileage re-imbursement for travel to and from annual MI-GMIS I.T. Conference.				
861-000	Training				
	FOOTNOTE AMOUNTS:				2,500.00
	Hoping to get some training in for 2018. Have not had opportunity for training in last few years other than annual MI-GMIS Information Technology conference each year.				
939-000	Computer Maintenance				
	FOOTNOTE AMOUNTS:				56,375.00
	Fees cover in most cases unlimited service and support via phone, email, fax or remote assistance of that product. Also covered by these fees are program updates (newer versions), enhancements and bug fixes.				
956-000	Other				
	FOOTNOTE AMOUNTS:				1,800.00
	Other Fund is for basic misc. related to I.T. Support at the Township. Examples misc cabling, UPS unit, powerstrip, Twp App Developer cost for both Google and Apple Store one time fee. Also covers monthly cost of I.T. Director and GIS Tech cell phone. Monthly broadband cost for I.T. Directors iPad Air.				
970-000	Capital Outlay				
	FOOTNOTE AMOUNTS:				135,000.00
	*Included spreadsheet shows original cost of Phones system, network voice/data swtiches and UPS to support it (Purchased 2005) Spreadsheet also shows ballpark estimates given in late 2016 for a new system to replace Townships current 12 yr old phone system. Township Phone system is a Mission Critical System for the Township and it's residents. I would suggest we be pro-active and replace it now before it fails and then becomes an emergency to get quotes/make the decision and have one installed under duress.				
	FOOTNOTE AMOUNTS:				25,716.00
	Upgrade of Township Email System Two Options: Hosted or On-Premise (at VBT vs the Cloud)				
	1) On-Premise one time Cost Estimated - \$25,716 Annual Cost for Support Estimated - \$1,000				
	Estimated 5 Year Cost = \$29,716 (Choice is to go with On-Premise due to cost of Hosted system)				
	2) Township Email upgrade to Exchange 365. This would be a hosted email Server with Government graded security. This model is based on an annual charge per user instead of purchasing the software, client access licenses, installing and maintaining the Exchange Server locally. Companies and Governments are going to this model the last few years and eventually Microsoft will only offer the hosted solution.				
	1st Year Cost Estimate = \$19,442 Annual Cost every year = \$15,192				
	Estimated 5 Year Cost = \$80,210				
	ACCOUNT '970-000' TOTAL				160,716.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 228-IT Department					
	DEPT '228' TOTAL			54,363.00	325,963.00
	TOTAL APPROPRIATIONS	365,822.03	388,471.00	383,326.00	536,011.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(365,822.03)	(388,471.00)	(383,326.00)	(536,011.00)
	BEGINNING FUND BALANCE	5,334,217.79	5,684,824.59	5,684,824.59	5,301,498.59
	FUND BALANCE ADJUSTMENTS	(8,881.53)			
	ENDING FUND BALANCE	4,959,514.23	5,296,353.59	5,301,498.59	4,765,487.59

247. Assessing Department

Linda Stevenson

Assessment Coordinator

734.699.8900 ext. 9202

l Stevenson@vanburen-mi.org

www.vanburen-mi.org

Re: Property Assessments

The mission of the Assessor's Office is to annually provide the residents and property owners of Van Buren Charter Township with fair and equitable assessments; to provide information to the general public that is accurate and reliable and mindful that service is the reason for our existence; to provide information to other Township departments efficiently, allowing them to better perform their duties. The Assessing Department must perform all of these services in a professional and courteous manner which complies with the Charter of Van Buren Township and the constitution and laws of the State of Michigan.

Gina Dorazio, MCAO
Residential Appraiser

Linda M. Stevenson, MAAO
Assessment Coordinator

Kathy Cline
Assessing Account Clerk

Sharon Frischman, MMAO
Contract Assessor

Break Down/Justification

Van Buren Charter Township Budget Proposal 2017-18

734.699.8900

46425 Tyler Road

Van Buren Charter Township, MI 48111

www.vanburen-mi.org

Assessing 2018 Budget Proposed

Projected Department Revenue

Description	2017 Projected	2018 Projected	
Prop. Tax Admin Fee	400,000.00	420,000.00	
Lot Splits/Address Requests	8,150.00	3,000.00	
GIS Mapping Fee	3,100.00	2,000.00	
PTA-Late Filing Fees	4,000.00	4,000.00	
Tax Abatement Application Fees	2,000.00	2,000.00	
	17,250.00	11,000.00	

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 247-Assessing Department					
101-247-703-000 *	Assessing Wages	67,075.73	66,773.00	68,057.00	68,442.00
101-247-705-000 *	Employee Wages	38,175.78	51,584.00	47,000.00	52,239.00
101-247-706-000	Board Of Review	2,040.00	3,000.00	2,400.00	3,000.00
101-247-719-000 *	Allocated Fringes	42,707.51	66,495.00	75,926.00	79,868.00
101-247-727-000 *	Office Supplies	458.82	900.00	500.00	600.00
101-247-810-000 *	Memberships & Dues	810.00	800.00	735.00	985.00
101-247-818-000	Wayne County Fees				
101-247-818-001 *	GIS Processing Fees	321.16	2,000.00	2,000.00	2,000.00
101-247-818-002 *	DDA Parcel Maintenance Reimb	(17,177.00)	(17,176.00)	(17,176.00)	(17,176.00)
101-247-819-000 *	Contracted Services	42,371.44	46,000.00	43,000.00	45,000.00
101-247-860-000 *	Transportation	731.77	1,000.00	800.00	1,000.00
101-247-861-000 *	Training	2,078.89	2,600.00	2,400.00	2,600.00
101-247-956-000 *	Other	128.99	200.00	100.00	100.00
101-247-970-000 *	Capital Outlay	1,194.07	2,500.00	2,840.00	
Totals for dept 247-Assessing Department		180,917.16	226,676.00	228,582.00	238,658.00

* NOTES TO BUDGET: DEPARTMENT 247 Assessing Department

703-000	Assessing Wages				
	FOOTNOTE AMOUNTS:			68,057.00	
	Cash out of 5 PTO Days				
	FOOTNOTE AMOUNTS:				68,442.00
	2.5% increase for 2018				
	ACCOUNT '703-000' TOTAL			68,057.00	68,442.00
705-000	Employee Wages				
	FOOTNOTE AMOUNTS:			47,000.00	
	Decrease in 2017 Projected due to the fact that Assessing Account Clerk did not start until March 2017				
	FOOTNOTE AMOUNTS:				52,239.00
	2.5% Increase in 2018				
	ACCOUNT '705-000' TOTAL			47,000.00	52,239.00
719-000	Allocated Fringes				
	FOOTNOTE AMOUNTS:			75,926.00	
	2017 Change to reflect Residential Appraiser (Gina) chose to go with the Blue Cross PPO instead of BCN as anticipated. Also slight increase due to the cashing out of 5 PTO days.				
	FOOTNOTE AMOUNTS:				79,868.00
	2018 Amount based on HR's estimated costs				
	ACCOUNT '719-000' TOTAL			75,926.00	79,868.00
727-000	Office Supplies				
	FOOTNOTE AMOUNTS:			500.00	
	Decrease				
	FOOTNOTE AMOUNTS:				500.00
	Decrease				
	ACCOUNT '727-000' TOTAL			500.00	500.00
810-000	Memberships & Dues				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 247-Assessing Department					
	FOOTNOTE AMOUNTS:			735.00	
	FOOTNOTE AMOUNTS:				985.00
	2018-Appraisal License (Linda) is due bi-annually				
	ACCOUNT '810-000' TOTAL			735.00	985.00
818-001	GIS Processing Fees				
	FOOTNOTE AMOUNTS:				2,000.00
818-002	DDA Parcel Maintenance Reimb				
	FOOTNOTE AMOUNTS:				(17,176.00)
819-000	Contracted Services				
	FOOTNOTE AMOUNTS:			43,000.00	
	FOOTNOTE AMOUNTS:				45,000.00
	ACCOUNT '819-000' TOTAL			43,000.00	45,000.00
860-000	Transportation				
	FOOTNOTE AMOUNTS:			650.00	
	2017 costs are estimated based on educational programs and Gina's schooling				
	FOOTNOTE AMOUNTS:				1,000.00
	2018 Anticipated costs based on Gina's Acceptance into the MAAO program				
	ACCOUNT '860-000' TOTAL			650.00	1,000.00
861-000	Training				
	FOOTNOTE AMOUNTS:			2,400.00	
	Education Costs for Gina and renewal costs for Linda				
	FOOTNOTE AMOUNTS:				2,600.00
	Estimated Costs for classes and renewals				
	ACCOUNT '861-000' TOTAL			2,400.00	2,600.00
956-000	Other				
	FOOTNOTE AMOUNTS:			100.00	
	Possible costs for MTT filings and parking				
	FOOTNOTE AMOUNTS:				100.00
	Possible costs for MTT filings and parking				
	ACCOUNT '956-000' TOTAL			100.00	100.00
970-000	Capital Outlay				
	FOOTNOTE AMOUNTS:			2,840.00	
	Costs of two computer replacements per the IT Departments schedule. Costs came in slightly higher due to expanded memory and CPU power				
	No schedule replacements				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 247-Assessing Department					
	DEPT '247' TOTAL			241,208.00	235,558.00
	TOTAL APPROPRIATIONS	180,917.16	226,676.00	228,582.00	238,658.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(180,917.16)	(226,676.00)	(228,582.00)	(238,658.00)
	BEGINNING FUND BALANCE	5,334,217.79	5,684,824.59	5,684,824.59	5,456,242.59
	FUND BALANCE ADJUSTMENTS	(8,881.53)			
	ENDING FUND BALANCE	5,144,419.10	5,458,148.59	5,456,242.59	5,217,584.59

253. Treasury

Sharry Budd

Township Treasurer

734.699.8900 ext. 8902

sbudd@vanburen-mi.org

linkedin.com

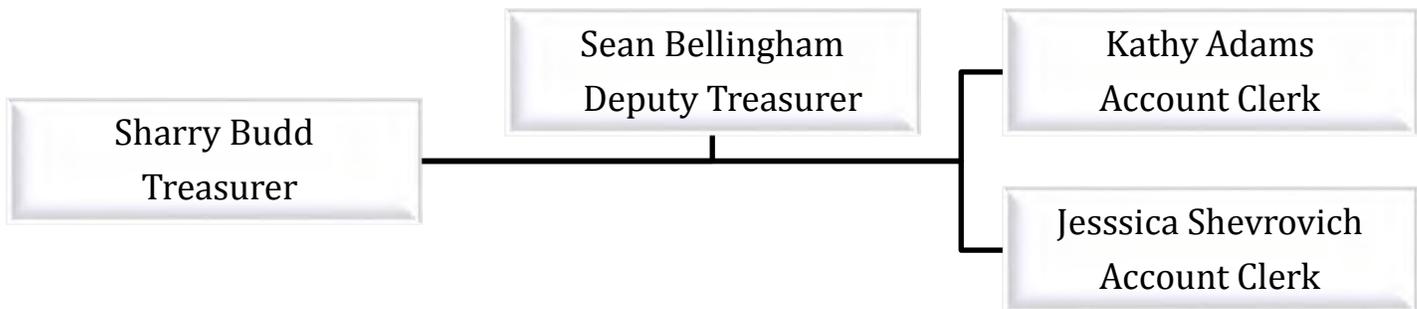
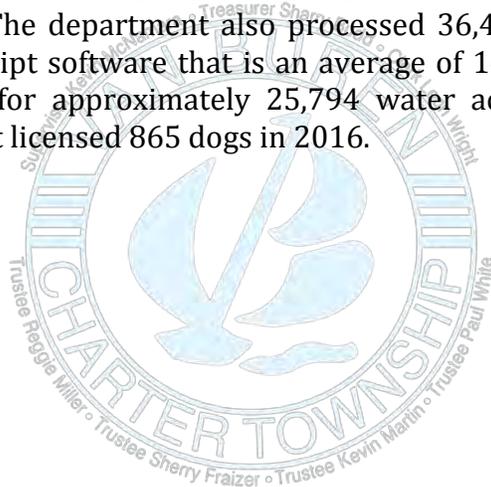
www.vanburen-mi.org

Sean Bellingham, Deputy Treasurer

Re: Treasurer's Office

The mission of the Treasury Department is to offer excellent customer service to all residents and customers of the Township while performing the collection of taxes, utility payments, building permits and fees and all other revenue as it relates to other departmental activities.

The Township Treasurer oversees and accounts for the collection, safeguarding, investing and disbursement of revenue collected. In 2016 the department processed payments for 19,236 parcels, combined for the 2016 summer and winter taxes, which resulted in approximately \$38,545,770. Those funds were then disbursed to all the various taxing agencies, including the Township's General Fund. The department also processed 36,484 cash receipt transactions through the BS&A cash receipt software that is an average of 147 transactions daily. Utility payments were processed for approximately 25,794 water accounts bringing in close to \$7,443,230. The department licensed 865 dogs in 2016.



Break Down/Justification

Van Buren Charter Township Budget Proposal 2017-18

734.699.8900

46425 Tyler Road

Van Buren Charter Township, MI 48111

www.vanburen-mi.org

Re: Treasury

Treasury 2018 Budget Proposed

Projected Department Revenue

Description	Revenue
Property Tax Administration Fees	420,000.00
Dog Licenses	4,400.00
Total	424,400.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 253-Treasurer Department					
101-253-702-000 *	Salary Of The Treasurer	80,226.20	82,606.00	82,606.00	84,671.00
101-253-703-000 *	Salary Deputy Treasurer	77,318.32	78,129.00	79,631.00	79,957.00
101-253-703-001 *	DDA Reimbursement	(8,690.00)	(8,690.00)	(8,690.00)	(8,690.00)
101-253-703-002 *	SHVUA Reimbursement	(20,000.00)	(20,000.00)	(20,000.00)	(20,000.00)
101-253-703-003 *	LDFA Reimbursement	(4,000.00)	(4,000.00)	(4,000.00)	(4,000.00)
101-253-703-004 *	Water/Sewer Reimbursement	(5,000.00)	(5,000.00)	(5,000.00)	(5,000.00)
101-253-705-000 *	Employees Wages	60,079.97	80,000.00	83,000.00	93,000.00
101-253-719-000 *	Allocated Fringes	106,218.82	128,000.00	115,000.00	118,000.00
101-253-810-000 *	Memberships & Dues	1,034.00	1,300.00	1,300.00	1,300.00
101-253-817-000 *	Tax Roll Preparation	3,989.05	5,000.00	5,000.00	5,000.00
101-253-860-000 *	Transportation	549.72	500.00	500.00	500.00
101-253-861-000 *	Training	825.24	2,000.00	2,000.00	2,000.00
101-253-956-000 *	Other	721.50	2,000.00	3,000.00	3,000.00
101-253-970-000 *	Capital Outlay		3,500.00	3,500.00	3,500.00
Totals for dept 253-Treasurer Department		293,272.82	345,345.00	337,847.00	353,238.00

* NOTES TO BUDGET: DEPARTMENT 253 Treasurer Department

702-000	Salary Of The Treasurer Proposed 2.5% wage increase over 2017
703-000	Salary Deputy Treasurer Proposed 2.5% wage increase over 2017
703-001	DDA Reimbursement Reimbursement for accounting services by Deputy Treasurer
703-002	SHVUA Reimbursement Payment for accounting services provided to SHVUA
703-003	LDFA Reimbursement Reimbursement for accounting services by Deputy Treasurer
703-004	Water/Sewer Reimbursement Reimbursement for accounting services by Deputy Treasurer
705-000	Employees Wages 2 full time AFSCME employess, factored in 2.5% wage increase
719-000	Allocated Fringes Fringes for 4 full time employees
810-000	Memberships & Dues MMTA, MGFOA, APT US & C, WCTA, MAA, WAAO, Crains, etc.

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 253-Treasurer Department					
817-000	Tax Roll Preparation				
	Printing co. expenses for mailing of summer & winter tax bills				
860-000	Transportation				
	Mileage for training, SHVUA meetings, CDBG meetings, etc.				
861-000	Training				
	MMTA conferences, Assessor's License Renewal Training, etc.				
956-000	Other				
	Supplies, misc office expenses, etc.				
970-000	Capital Outlay				
	Potential computer replacement cycle, equipment upgrade, etc.				
TOTAL APPROPRIATIONS		293,272.82	345,345.00	337,847.00	353,238.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(293,272.82)	(345,345.00)	(337,847.00)	(353,238.00)
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	5,346,977.59
FUND BALANCE ADJUSTMENTS		(8,881.53)			
ENDING FUND BALANCE		5,032,063.44	5,339,479.59	5,346,977.59	4,993,739.59

301. Public Safety

Greg Laurain

Public Safety Director

734.699.8900 ext. 8950

glaurain@vanburen-mi.org

www.vanburen-mi.org

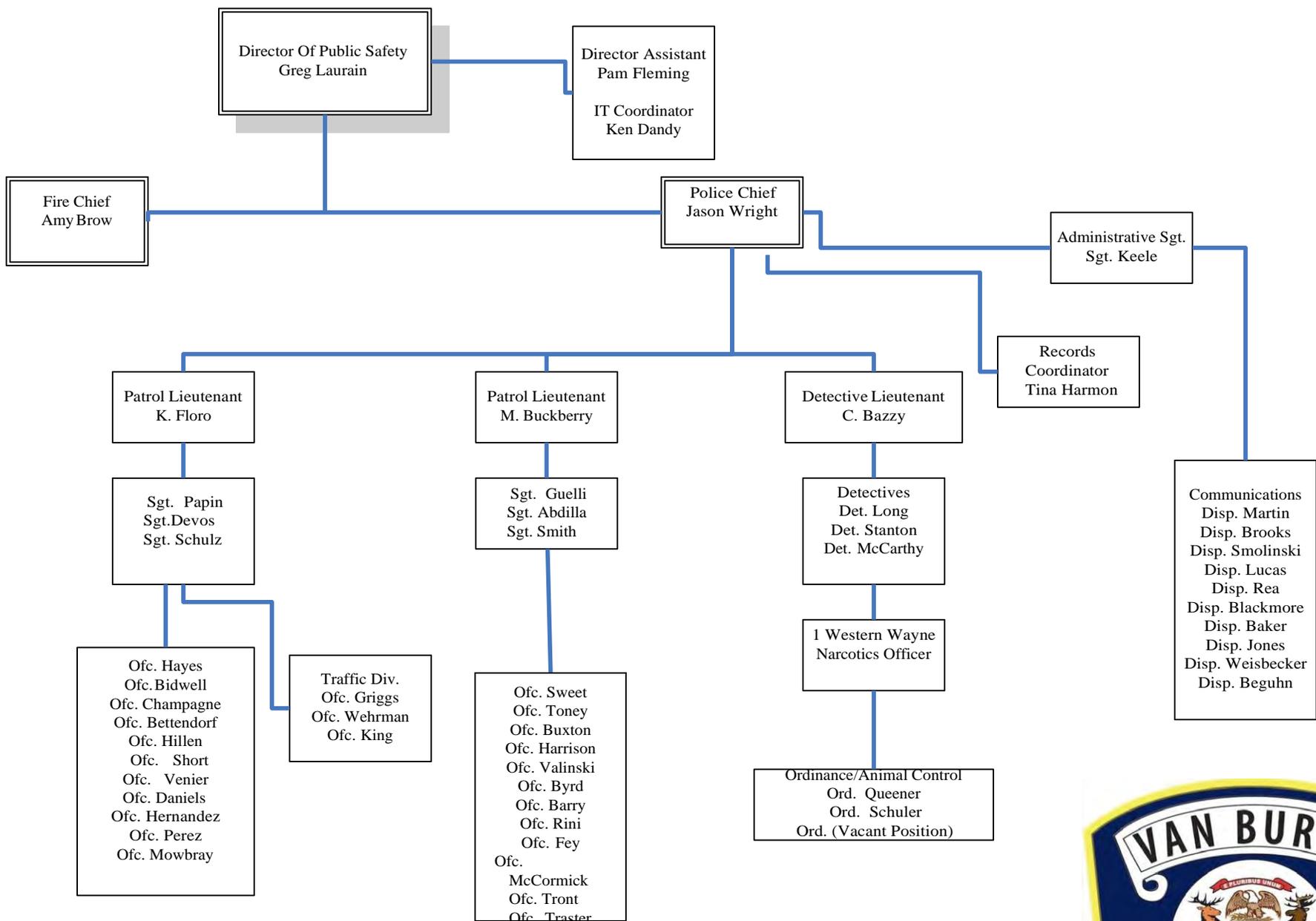
Jason Wright, Police Chief

Amy Brow, Fire Chief

Re: Police-Fire-Dispatch-Ordinance

Van Buren Township Public Safety delivers comprehensive, high quality, highly effective service along with providing safety and security to our community and its visitors. Public Safety has handled over 30,000 calls for service between the Police and Fire Departments and received eleven thousand six hundred and twenty-three (11,623) 911 calls. Van Buren Township Public Safety consists of a full-time police department, a paid on-call fire department that provides full-time service to the community by staffing two (2) fire stations with part-time firefighters 24/7 who provide a quick response time. Public Safety encompasses: Emergency Dispatch Center, lock up facility, a Detective Bureau, Traffic Services, Fire Marshall and Fire Inspector Program, Marine Unit, Dive Team, Special Operations Consortium Team Members (SWAT), Narcotics Team Detective, and a Motorcycle Unit. We also have partnerships with other agencies sharing resources, equipment and manpower with the Michigan State Police, Western Wayne Special Operations, Mobile Field Force and the Wayne County Sheriff's Office. Highlight of FY-2017 include:

- An upgrade to our Emergency Dispatch Center included the installation of a third dispatch station, allowing Public Safety the ability and flexibility to schedule a third dispatcher during high call volume times.
- Installing our 911 Dispatch consoles that houses all of our dispatch electronic equipment (i.e. radios, computers, monitors, printers and telephones).
- A new "Dual Enrollment" program collaboration with Schoolcraft College and Belleville High School was introduced by our fire department. This program affords our high school kids the opportunity for a future career in the fire service. The high school student can obtain high school and college credit at the same time while they complete Fire I and II certification. At the completion of high school our students can begin a career as one of our paid on-call firefighters.
- De-escalation training includes classroom, lecture and scenario based situations that officers may encounter on the street. This training provides officers calm, common sense approaches along with officer safety awareness for potentially volatile encounters with the public.
- The ordinance department has made significant strides forward in the area of code enforcement and voluntary compliance. Numerous new ordinances along with amendments to current ordinances have been presented to the Board of Trustees for consideration and approval. These aggressive changes fall in line with taking our Township to the next level, and enhancing our resident's quality of life.



Break Down/Justification

Van Buren Charter Township Budget Proposal 2017-18

734.699.8900

46425 Tyler Road

Van Buren Charter Township, MI 48111

www.vanburen-mi.org

Re: Public Safety

Public Safety 2018 Budget Proposed

Projected Public Safety Revenue

Description	Revenue		
Public Safety Millage *	\$5,789,257.00		
Fire Department	2500		
Fire Department Plan Review	7200		
Police Department Admin Fees	35,000		
Police Department Sex Offend Reg.	1500		
Police Belleville Dispatch Lock Up	175,377.00		
Police Gun Range	10,000		
Fines & Costs (Citation Revenue)	540,000.00		
E911 Telecommunications	130,000.00		
Total Revenue	\$6,690,834.00		
*PS Millage Capture for LDFA \$221,782/PS Millage Capture for DDA \$495,545.00			

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 301-Police Department					
101-301-702-000 *	Salary Public Safety Dir.	106,555.68	102,930.00	102,930.00	105,503.00
101-301-703-000 *	Salary Public Safety Dep.	75,989.47	78,409.00	78,409.00	80,369.00
101-301-705-000 *	Office Wages	67,895.00	73,500.00	73,500.00	77,500.00
101-301-706-000 *	Police Wages-Full Time	2,804,460.00	3,021,760.00	3,021,760.00	3,051,894.00
101-301-707-000 *	Police Wages-Overtime	230,200.47	252,000.00	252,000.00	252,000.00
101-301-719-000 *	Allocated Fringes	1,474,367.69	1,568,376.00	1,568,376.00	1,646,794.00
101-301-727-000 *	Office Supplies	6,369.43	7,500.00	7,500.00	7,500.00
101-301-740-000 *	Film/Photo/Batteries	3,488.84	7,000.00	7,000.00	7,000.00
101-301-741-000 *	Uniforms & Equipment	30,204.71	40,000.00	40,000.00	40,000.00
101-301-743-000 *	Supplies-Other	5,311.67	9,000.00	9,000.00	9,000.00
101-301-744-000 *	Gun Range	23,972.22	10,000.00	10,000.00	10,000.00
101-301-744-001 *	Gun Range Ammo		10,000.00	10,000.00	10,000.00
101-301-745-000 *	Special Operations Team	6,876.55	8,250.00	8,250.00	9,250.00
101-301-750-000 *	Crime Prevention		4,000.00	4,000.00	4,000.00
101-301-810-000 *	Memberships & Dues	1,995.00	3,000.00	3,000.00	3,000.00
101-301-819-000 *	Contracted Services	110,919.36	127,400.00	127,400.00	125,000.00
101-301-850-000 *	Pagers & Cellular Phones	11,563.88	15,000.00	15,000.00	15,000.00
101-301-860-000 *	Vehicle Maintenance	56,583.73	72,500.00	69,190.00	70,690.00
101-301-860-001 *	Fuel	70,045.42	115,000.00	115,000.00	115,000.00
101-301-860-002 *	Tires	5,705.66	7,200.00	7,200.00	7,200.00
101-301-860-004 *	Car Washes	5,047.25	7,100.00	7,100.00	7,100.00
101-301-861-000 *	Training Expense	25,181.17	30,000.00	30,000.00	30,000.00
101-301-861-001 *	M-Coles Training	4,580.00	7,500.00	7,500.00	7,500.00
101-301-861-002 *	M-Coles Training Reimburs	(8,115.20)	(8,000.00)	(13,000.00)	(8,000.00)
101-301-862-000 *	Detention Supplies	8,698.79	12,500.00	12,500.00	14,000.00
101-301-865-000 *	Marine Division	10,185.76	10,000.00	10,000.00	10,000.00
101-301-933-000 *	Equipment Maintenance	11,298.15	5,500.00	7,000.00	7,000.00
101-301-956-000 *	Other	4,812.95	8,000.00	8,000.00	9,500.00
101-301-957-000	Consortium Purchases				
101-301-958-000 *	Technology Purchases	39,122.72	30,000.00	30,000.00	40,000.00
101-301-970-000 *	Capital Outlay	94,855.44	93,000.00	129,608.00	97,650.00
101-301-970-001	DDA Reimbursement				
101-301-970-002 *	Civic Fund & Other Reimbu.	(28,448.38)		(34,798.00)	
101-301-970-003	CDBG Reimbursement				
Totals for dept 301-Police Department		5,259,723.43	5,728,425.00	5,723,425.00	5,861,450.00

* NOTES TO BUDGET: DEPARTMENT 301 Police Department

702-000	Salary Public Safety Dir.				
	FOOTNOTE AMOUNTS:			102,930.00	105,503.00
	2.5% pay increase projected for salaried employees				
703-000	Salary Public Safety Dep. Dir.				
	FOOTNOTE AMOUNTS:			78,409.00	80,369.00
	2.5% pay increase projected for salary employees				
705-000	Office Wages				
	FOOTNOTE AMOUNTS:			73,500.00	77,500.00
	2.5% pay increase projected for admin. assist				
	2.5% pay increase per AFSCME contract for Part-time Records Clerk (Tina Harman)				
	Includes PTO/Vacation cashout.				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 301-Police Department					
706-000	Police Wages-Full Time				
	FOOTNOTE AMOUNTS:			3,026,625.00	3,051,894.00
	Full-time wages for Patrol and Command Officers. Contract with Patrol and Command will expire on December 31, 2017. Future increase is unknown pending negotiations. Includes Vacation and Sick cashouts along with Holiday pay. Increases also include step-up pay for 7 officers.				
707-000	Police Wages-Overtime				
	FOOTNOTE AMOUNTS:			252,000.00	252,000.00
	Operational Overtime is based on 6% of base wages.				
	Pre-Scheduled Overtime for Training: (Mandatory Department) Firearms-Defensive Tactics-Scenario Based Training-De-escalation Training-Taser Training-				
	Specialty Training: Social Operation Team/Crisis Negotiation Training Emergency Vehicle Operation Mobile Field Force Training Dive Team Training First Aid/ CPR Training				
719-000	Allocated Fringes				
	FOOTNOTE AMOUNTS:			1,568,376.00	1,646,794.00
	Projected increase of Health Care of 5%				
727-000	Office Supplies				
	FOOTNOTE AMOUNTS:			7,500.00	7,500.00
	Office Supplies: Toner for copiers Ink cartridges for printer Pens, tap, staples, paperclips,pencils Laminating Paper Photo Paper				
740-000	Film/Photo/Batteries				
	FOOTNOTE AMOUNTS:			7,000.00	7,000.00
	Batteries for: Weapon lighting systems Flashlights Portable radios for officers AED batteries Camera batteries				
741-000	Uniforms & Equipment				
	FOOTNOTE AMOUNTS:			40,000.00	40,000.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 301-Police Department					
	Uniforms & Equipment:				
	Winter and Summer Uniforms for officers				
	Evidence bags				
	Motorcycle equipment and uniforms				
	Body armor for officers				
	Duty gear for officers				
	Road flares				
	Raincoats				
	Flashlights				
	Any and all other equipment needed not perminately install into a vehicle.				
743-000	Supplies-Other				
	FOOTNOTE AMOUNTS:			9,000.00	9,000.00
	Medical waste pick up				
	Hand cleaner towels				
	Nitrile gloves				
	Hardware for repairs				
744-000	Gun Range				
	FOOTNOTE AMOUNTS:			10,000.00	10,000.00
	Propane				
	Porta-Jon				
	Water bill				
	Targets and Target Stands				
	Weed/Tick control				
	General maintenance and up keep.				
744-001	Gun Range Ammo				
	FOOTNOTE AMOUNTS:			10,000.00	10,000.00
	Annual Training and Duty ammunition for all department weapon systems.				
745-000	Special Operations Team				
	FOOTNOTE AMOUNTS:			8,250.00	9,250.00
	Annual membership fee for consortium SWAT Team.				
	Increase of Western Wayne County Special Operations Team dues of \$1000				
	SWAT equipment and uniforms				
750-000	Crime Prevention				
	FOOTNOTE AMOUNTS:			4,000.00	4,000.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 301-Police Department					
	Community policing material for special events:				
	Pens				
	Water bottles				
	Coloring books				
	Misc.brochures				
	Department Coins				
	Jr. Police Badges				
	Backpacks				
810-000	Memberships & Dues				
	FOOTNOTE AMOUNTS:			3,000.00	3,000.00
	FBI National Academy Associates				
	Michigan Association of Chiefs of Police				
	Southeast Michigan Association of Chiefs of Police				
	Wayne County Association of Chiefs of Police				
	International Association of Chiefs of Police-.Net				
	National Law Enforcement Firearms Instructors Association				
	Prosecuting Attorneys Association of Michigan (Warrant Manual)				
819-000	Contracted Services				
	FOOTNOTE AMOUNTS:			127,400.00	123,000.00
	Lexipol Policy Manual \$8,800				
	Wyandotte Alarm (Boat House) \$2,500				
	CLEMIS Police Reporting Management System \$50,470 (3% increase in July 2018)				
	Wayne County Jail Prisoner Housing \$42,000				
	LEADS On-line (Pawn Shop Tracking) \$2,200				
	LP Police Investigative Search Program \$1,260				
	L-3 Maintenance on Server for all Police Videos \$7,600				
	Emergency Alert System (EAS) \$5,400				
	Michigan Law Enforcement Accreditation Program (MLEAP) \$2,700				
	Daigle Group Training Video's \$1,400				
850-000	Pagers & Cellular Phones				
	FOOTNOTE AMOUNTS:			15,000.00	15,000.00
	Comcast Video Line				
	Monthly cell phone bill				
860-000	Vehicle Maintenance				
	FOOTNOTE AMOUNTS:			69,190.00	70,690.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 301-Police Department					
	\$1810.00 transferred to Capital Outlay to cover overage in cost of 2017 \$1,500.00 to Equipment Maintenance				
	2018 All maintenance and repairs of police fleet.				
860-001	Fuel				
	FOOTNOTE AMOUNTS:			115,000.00	115,000.00
860-002	Tires				
	FOOTNOTE AMOUNTS:			7,200.00	7,200.00
	Tires for all Police Vehicles				
860-004	Car Washes				
	FOOTNOTE AMOUNTS:			7,100.00	7,100.00
861-000	Training Expense				
	FOOTNOTE AMOUNTS:			30,000.00	30,000.00
	In-service training college tuition reimbursement for continuing education				
861-001	M-Coles Training				
	FOOTNOTE AMOUNTS:			7,500.00	7,500.00
861-002	M-Coles Training Reimbursement				
	FOOTNOTE AMOUNTS:			(8,000.00)	(8,000.00)
862-000	Detention Supplies				
	FOOTNOTE AMOUNTS:			12,500.00	14,000.00
	Increase in food for prisoners(\$170.00 avg per/wk- \$680 per/mo \$8,840 per/year)				
	Prisoner property bags				
	Advice of Rights forms				
	Court forms				
	Bond Receipts				
	Cleaning of blankets(\$75.00 avg per wk- \$300 per/mo -\$3,600 per year)				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 301-Police Department					
865-000	Marine Division				
	FOOTNOTE AMOUNTS:			10,000.00	10,000.00
	Maintenance for Marine Boat				
	Replace one Dry Suit				
	Hydro Testing on 16 SCBA tanks				
	Purchase of 1 Interspear AGA (Full Face Mask Communications)				
933-000	Equipment Maintenance				
	FOOTNOTE AMOUNTS:			7,000.00	7,000.00
	General repairs outside police fleet				
	Dept. Copiers				
	Portable radio repairs				
	2017 Projected:				
	\$1,500 from Vehicle Maintenance into Equipment Maintenance.				
956-000	Other				
	FOOTNOTE AMOUNTS:			8,000.00	9,500.00
	Reimbursement for parking				
	MSP/SOR registration				
	Psychological Testing				
958-000	Technology Purchases				
	FOOTNOTE AMOUNTS:			30,000.00	40,000.00
	Expenditures for 2017:				
	Laptop Computer				
	4 desktop computers				
	MSA E-Ticket Paper				
	Fax Copy Scan				
	Voice Recorder maintenance (this year only out of Technology)				
	Expenditure for 2018:				
	Purchase 3 new laptops for police SUVs.\$5,000				
	Purchase 3 new patrol docking stations \$3,500				
	Purchase of 3 desk top computers for Squad Room \$5,500				
	MSA E-Ticket Paper \$2,300				
	Purchase 3 In-car DVR's \$21,000				
	Purchase of DVD's \$2,500				
970-000	Capital Outlay				
	FOOTNOTE AMOUNTS:			129,608.00	97,650.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 301-Police Department					
Total cost of three new police vehicles had increased after original quote in 2016. The original quoted price was done in the Fall of 2016. There was an increase when the vehicle was ordered in 2017. \$1,810 was taken from line item Vehicle Maintenance. Dive Team Trailer purchased thru Civic Fund					
2018 increase is due to cost of (3) new vehicles.					
970-002	Civic Fund & Other Reimbursements				
	Dive Team Trailer Purchase by the Civic Fund and private donor.				
	DEPT '301' TOTAL			5,768,088.00	5,859,450.00
	TOTAL APPROPRIATIONS	5,259,723.43	5,728,425.00	5,723,425.00	5,861,450.00
	NET OF REVENUES/APPROPRIATIONS - FUND 101	(5,259,723.43)	(5,728,425.00)	(5,723,425.00)	(5,861,450.00)
	BEGINNING FUND BALANCE	5,334,217.79	5,684,824.59	5,684,824.59	(38,600.41)
	FUND BALANCE ADJUSTMENTS	(8,881.53)			
	ENDING FUND BALANCE	65,612.83	(43,600.41)	(38,600.41)	(5,900,050.41)

325. Dispatch

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 325-Dispatch					
101-325-705-000 *	Dispatch Wages	460,790.27	505,500.00	505,500.00	505,500.00
101-325-707-000 *	Overtime Wages	59,822.81	35,250.00	35,250.00	30,000.00
101-325-719-000 *	Allocated Fringes	199,565.92	244,700.00	244,700.00	245,950.00
101-325-740-000 *	Supplies	1,276.33	2,500.00	2,500.00	2,500.00
101-325-741-000 *	Uniforms & Equipment	2,314.46	2,500.00	2,500.00	2,500.00
101-325-819-000 *	Contracted Services		15,000.00	15,000.00	32,000.00
101-325-861-000 *	Training Expense	5,228.53	9,100.00	9,100.00	9,100.00
101-325-861-002 *	PSAP Training Reimbursement			(4,864.00)	(4,864.00)
101-325-933-000 *	Equipment Maintenance	1,431.63	2,000.00	2,000.00	2,000.00
101-325-956-000 *	Other	1,137.18	750.00	750.00	750.00
101-325-969-000	Dispatch Equipment E-911				
101-325-970-000	Capital Outlay		30,000.00	30,000.00	
Totals for dept 325-Dispatch		731,567.13	847,300.00	842,436.00	825,436.00

* NOTES TO BUDGET: DEPARTMENT 325 Dispatch

705-000	Dispatch Wages				
	FOOTNOTE AMOUNTS:			505,500.00	505,500.00
	Base wages for 10 Dispatchers				
	Increases are unknown based on contractual negotiations				
707-000	Overtime Wages				
	FOOTNOTE AMOUNTS:			35,250.00	30,000.00
	Anticipating less Overtime for 2018 due to adequate staffing and compliance with State Training mandates.				
719-000	Allocated Fringes				
	FOOTNOTE AMOUNTS:			244,722.00	245,950.00
	Projected Health Care increase of 5%				
740-000	Supplies				
	FOOTNOTE AMOUNTS:			2,500.00	2,500.00
	LEIN printer toner accessories				
	Any other supplies needed				
741-000	Uniforms & Equipment				
	FOOTNOTE AMOUNTS:			2,500.00	2,500.00
	Dispatchers winter and summer uniforms				
819-000	Contracted Services				
	FOOTNOTE AMOUNTS:			15,000.00	32,000.00
	Viper 911 System maintenance agreement \$14,000 Sept 2017				
	Phone/Radio Recording System Re-occurring cost for 4 years. \$8,000 per/year Nov 2018				
	Motorola Radio System maintenance agreement for dispatch console \$10,000 per/year Jan 2018				
861-000	Training Expense				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 325-Dispatch					
	FOOTNOTE AMOUNTS:			9,100.00	9,100.00
	24 hours of training for continuing education for 10 dispatchers				
	10 subscriptions for Police One on-line training				
861-002	PSAP Training Reimbursement				
	\$4,864.00 is mandatory dispatch training reimbursement.				
933-000	Equipment Maintenance				
	FOOTNOTE AMOUNTS:			2,000.00	2,000.00
	General maintenance on all disaptch equipment				
956-000	Other				
	FOOTNOTE AMOUNTS:			750.00	750.00
	Employee testing				
	DEPT '325' TOTAL			817,322.00	830,300.00
TOTAL APPROPRIATIONS		731,567.13	847,300.00	842,436.00	825,436.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(731,567.13)	(847,300.00)	(842,436.00)	(825,436.00)
	BEGINNING FUND BALANCE	5,334,217.79	5,684,824.59	5,684,824.59	4,842,388.59
	FUND BALANCE ADJUSTMENTS	(8,881.53)			
	ENDING FUND BALANCE	4,593,769.13	4,837,524.59	4,842,388.59	4,016,952.59

329. Ordinance

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 329-Ordinance Enforcement					
101-329-706-000 *	Ordinance/Animal Control Wages	83,981.46	140,400.00	140,400.00	140,400.00
101-329-707-000 *	Ord/Anim Cont OT	470.92	8,000.00	8,000.00	8,000.00
101-329-719-000 *	Allocated Fringes	66,479.83	91,000.00	91,000.00	92,500.00
101-329-740-000 *	Supplies	2,059.91	5,000.00	5,000.00	5,000.00
101-329-741-000 *	Uniforms & Equipment	1,405.80	3,000.00	3,000.00	3,000.00
101-329-810-000 *	Membership & Dues	120.00	1,000.00	1,000.00	1,000.00
101-329-819-000 *	Contracted Services	20,333.25	33,500.00	33,500.00	33,500.00
101-329-860-000 *	Transportation	2,492.64	6,000.00	6,000.00	6,000.00
101-329-861-000 *	Training	633.97	2,500.00	2,500.00	2,500.00
101-329-970-000 *	Capital Outlay	29,113.56	43,200.00	43,200.00	
Totals for dept 329-Ordinance Enforcement		207,091.34	333,600.00	333,600.00	291,900.00

* NOTES TO BUDGET: DEPARTMENT 329 Ordinance Enforcement

706-000	Ordinance/Animal Control Wages				
	FOOTNOTE AMOUNTS:			140,400.00	140,400.00
	2.5% contractual increase for 2 Full-time employees				
	Proposed one Full-time Ordinance position included but vacant.				
707-000	Ord/Anim Cont OT				
	FOOTNOTE AMOUNTS:			8,000.00	8,000.00
	Operational overtime for ACO call-ins.				
719-000	Allocated Fringes				
	FOOTNOTE AMOUNTS:			91,000.00	92,500.00
	Projected 5% increase in health care				
740-000	Supplies				
	FOOTNOTE AMOUNTS:			5,000.00	5,000.00
	Covers cell phones, dog tags and licenses, supplies for badging of solicitors.				
741-000	Uniforms & Equipment				
	FOOTNOTE AMOUNTS:			3,000.00	3,000.00
	Winter and Summer Uniforms				
810-000	Membership & Dues				
	FOOTNOTE AMOUNTS:			1,000.00	1,000.00
	Michigan Association of Code Enforcement Officers (MACEO) MembershipFee				
819-000	Contracted Services				
	FOOTNOTE AMOUNTS:			33,500.00	33,500.00
	Ordinance Contracted Grass Cutting Service (cost varies)				
	Animal Control Lodging Romulus (\$650 per/month- minimum \$7,800 per/year)				
860-000	Transportation				
	FOOTNOTE AMOUNTS:			6,000.00	6,000.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 329-Ordinance Enforcement					
	Vehicle maintenance				
861-000	Training				
	FOOTNOTE AMOUNTS:			2,500.00	2,500.00
	Michigan Association of Code Enforcement Officers (MACEO) Training sessions/ annual conference				
970-000	Capital Outlay				
	FOOTNOTE AMOUNTS:			43,200.00	43,200.00
	DEPT '329' TOTAL			333,600.00	335,100.00
TOTAL APPROPRIATIONS		207,091.34	333,600.00	333,600.00	291,900.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(207,091.34)	(333,600.00)	(333,600.00)	(291,900.00)
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	5,351,224.59
FUND BALANCE ADJUSTMENTS		(8,881.53)			
ENDING FUND BALANCE		5,118,244.92	5,351,224.59	5,351,224.59	5,059,324.59

Amy Brow
Fire Chief
O: 734-699-8916
C: 734-613-1019

Van Buren Fire Department
46425 Tyler Rd
Van Buren Twp., MI 48111



DEPARTMENT SLOGAN
"Committed to Excellence"

MISSION STATEMENT

The members of the Van Buren Fire Department shall work together in a professional and caring way to protect life and property from the adverse effects of fire, trauma, illness and dangerous conditions. Our services will be provided in a fair, honest, and ethical manner with the highest respect and dignity to all.

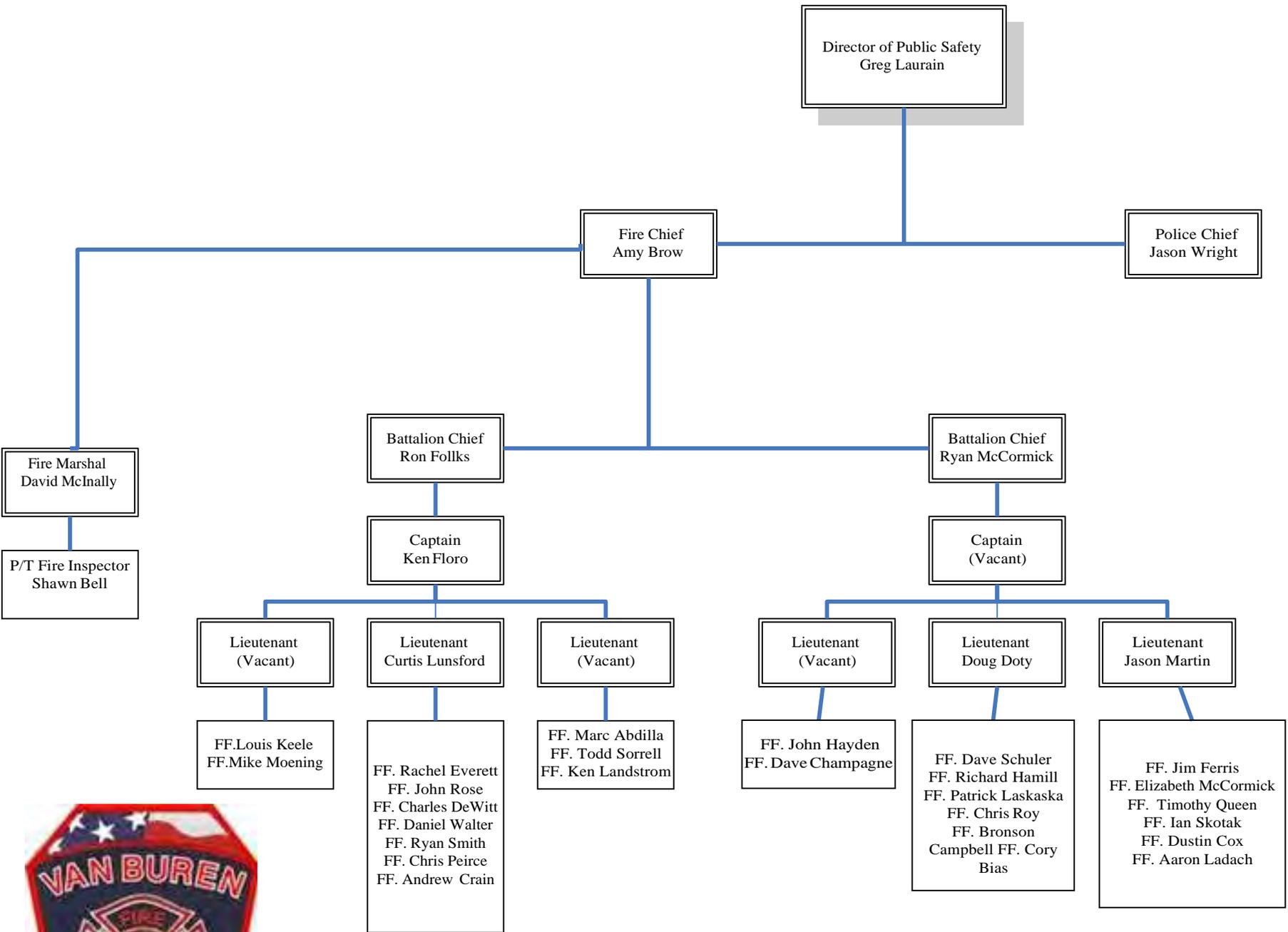
ORGANIZATIONAL VALUES

- Integrity: Act with sincerity and honesty; maintain the highest ethical standards; Earn and preserve the trust and respect of others.
- Dedication: Provide high-quality service; be responsive and innovative; Demonstrate pride and loyalty to our organization and to our profession.
- Caring: Care for each individual's welfare; perform with courtesy and sensitivity; Treat others with respect.
- Teamwork: Focus on results; Work together to solve problems; enjoy our work and keep a sense of humor; manage our resources and expenditures effectively.

PERSONAL VALUES

Confidence * Competence * Compassion * Contributing

Our Mission: The members of the Van Buren Fire Department shall work together in a professional and caring way to protect life and property from the adverse effects of fire, trauma, illness and dangerous conditions. Our services will be provided in a fair, honest, and ethical manner with the highest respect and dignity to all.



BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 336-Fire Department					
101-336-702-000 *	Fire Chief Wages	81,215.40	83,636.00	78,409.00	80,369.00
101-336-703-000 *	Fire Marshal Wages	49,120.53	51,200.00	51,200.00	51,200.00
101-336-705-000 *	Fire Inspector Wages	23,830.14	26,500.00	26,500.00	27,295.00
101-336-706-000 *	Firefighter Wages-On Call	921,855.25	950,000.00	950,000.00	1,048,500.00
101-336-719-000 *	Allocated Fringes	145,190.30	155,000.00	155,000.00	155,000.00
101-336-740-000 *	Operating Supplies	9,396.30	11,500.00	11,500.00	11,845.00
101-336-741-000 *	Uniforms & Equipment	47,761.08	55,000.00	55,000.00	70,000.00
101-336-750-000 *	Fire Prevention	3,843.56	8,000.00	8,000.00	8,000.00
101-336-810-000 *	Memberships & Dues	7,034.31	8,000.00	8,000.00	8,000.00
101-336-819-000 *	Contracted Services	14,171.58	27,000.00	27,000.00	32,895.00
101-336-850-000 *	Telephone	6,806.72	10,000.00	10,000.00	10,300.00
101-336-860-000 *	Transportation	78,356.47	90,000.00	90,000.00	92,700.00
101-336-860-001 *	Fuel	14,750.68	35,000.00	35,000.00	36,050.00
101-336-860-004 *	Car Washes	336.00	450.00	450.00	400.00
101-336-861-000 *	Training Expense	27,967.18	40,000.00	40,000.00	45,000.00
101-336-920-000 *	Utilities	44,212.80	52,000.00	52,000.00	53,560.00
101-336-931-000 *	Building Maintenance	5,738.19	10,000.00	10,000.00	10,300.00
101-336-933-000 *	Equipment Maintenance	17,730.81	19,000.00	19,000.00	19,570.00
101-336-956-000 *	Other	6,072.08	12,000.00	12,000.00	12,360.00
101-336-956-002	MERV Cart Donation		115,100.00		
101-336-970-000 *	Capital Outlay	1,553,729.41		371,000.00	118,553.00
101-336-970-001	FEMA Grant	(1,348,682.00)			
101-336-970-002	FEMA Grant-Communities	(118,229.00)			
101-336-970-003	Civic Fund Reimbursement	(10,000.00)			
101-336-970-004	Capital Outlay- MMRMA Reb.			(365,000.00)	
101-336-971-000 *	Equipment Replacement Sav.				100,000.00
Totals for dept 336-Fire Department		1,582,207.79	1,759,386.00	1,645,059.00	1,991,897.00

* NOTES TO BUDGET: DEPARTMENT 336 Fire Department

702-000	Fire Chief Wages	Approved 2.5% wage increase for January 1, 2018			
703-000	Fire Marshal Wages	Includes CBA increase from July 1, 2017 and anticipated overtime			
705-000	Fire Inspector Wages	Includes CBA increase from July 1, 2017.			
706-000	Firefighter Wages-On Call	Line item is for all of the paid-on-call staff members that include two (2) Duty Crew members per 12-hour period. Two (2) on days and two (2) on nights, departmental call outs to supplement Duty Crews at large scale incidents, training, public education programs and bargaining agreement stipends.			
719-000	Allocated Fringes	Health Care Benefits, Life Insurance, Workman's Comp, Pension, and other fringes for all fire department employees			

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 336-Fire Department					
740-000	Operating Supplies				
	Operating Supplies line item is for purchasing equipment and supplies used in the day-to-day delivery of emergency services including:medical supplies,(gloves,bandages, oxygen), office supplies, (paper, ink cartridges,forms) Resupply foam, floor absorbent, and miscellaneous hardware				
741-000	Uniforms & Equipment				
	Line item is for purchasing all uniforms and accessories including the contractual Uniform Allowance. Line item also includes all the key life-safety firefighting equipment such as Turnout gear, coats, pants, gloves, boots, and Nomex. The added expense is to replace cardio equipment that no longer works (2 treadmills, 2 Stepper)				
750-000	Fire Prevention				
	Coloring Books, helmets, stickers, and other fire prevention/kid safety items. Resupply out of stock items and replenish for projected Fire Department Open House and Public Safety Day 2018				
810-000	Memberships & Dues				
	Included are: Washtenaw Area Mutual Aid Association (WAMAA), Western Wayne County Fire Department Mutual Aid Association, includes Wayne County, Michigan States Firemans Association Southeastern Michigan Association of Fire Chiefs, International Association of Fire Chiefs, National Fire Protection Association, North Central EMS Cooperative, Michigan Fire Inspector Society, Michigan State Fire Chief Association				
819-000	Contracted Services				
	Included are; CLEMIS CAD & Fire reporting systems \$10,000, 800MHz Radio "MIC" Fees for all Fire Department Radios on the MPSCS \$7,000, Electronic Standard Operating Procedure Database Monitoring and Training (Lexipol), ESO software for EMS report writing \$ 5,500, Target Solutions \$4645, Blue Card \$1250				
850-000	Telephone				
	Annual costs for land based telephones, Dispatches back up alert paging system, Cell phone usage for Fire Chief, Fire Marshal				
860-000	Transportation				
	Apparatus annual maintenance, DOT inspections, pump test, Brakes & Tires, Oil changes, replace worn halogens flashers with LED				
860-001	Fuel				
	a 3% increase on fuel as a safety margin, because the amount of runs are increasing				
860-004	Car Washes				
	2 vehicles once a week if needed				
861-000	Training Expense				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 336-Fire Department					
	Blue Card Training, extrication training, Blue Card Instructor renewel training,				
920-000	Utilities				
	Gas and Electricity				
931-000	Building Maintenance				
	Painting the insides of both stations, bay door maintenance,				
933-000	Equipment Maintenance				
	This line item covers Fire extinguisher testing at \$500, Ladder testing @ \$1500.00, SCBA Testing \$3000.00, NFPA inspection and cleaning of turnout gear @ \$3000.00 , Hose testing \$ 3500.00, Jaws of life hydraulic testing \$3000.00, SCBA compressor service \$1500.00,				
956-000	Other				
	New applicants physicals, \$250.00 each, Phsychological Testing, \$500.00 each, Fit Test pulmonary \$4000.00, Fire Tools maintenance \$500.00,				
970-000	Capital Outlay				
	FOOTNOTE AMOUNTS:			6,000.00	
	Appliances for the Stations, getting old. Station Computer replacement				
971-000	Equipment Replacement Savings				
	Money Set aside to go for a vehicle replacement plan				
	DEPT '336' TOTAL			6,000.00	
TOTAL APPROPRIATIONS		1,582,207.79	1,759,386.00	1,645,059.00	1,991,897.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(1,582,207.79)	(1,759,386.00)	(1,645,059.00)	(1,991,897.00)
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	4,039,765.59
FUND BALANCE ADJUSTMENTS		(8,881.53)			
ENDING FUND BALANCE		3,743,128.47	3,925,438.59	4,039,765.59	2,047,868.59

691. Recreation

Jennifer Wright

Director of Parks and Recreation

734.699.8900 ext. 9258

jawright@vanburen-mi.org

www.vanburen-mi.org

Jennifer Zaenglien, Deputy Director of Park and Recreation

Re: Parks and Recreation

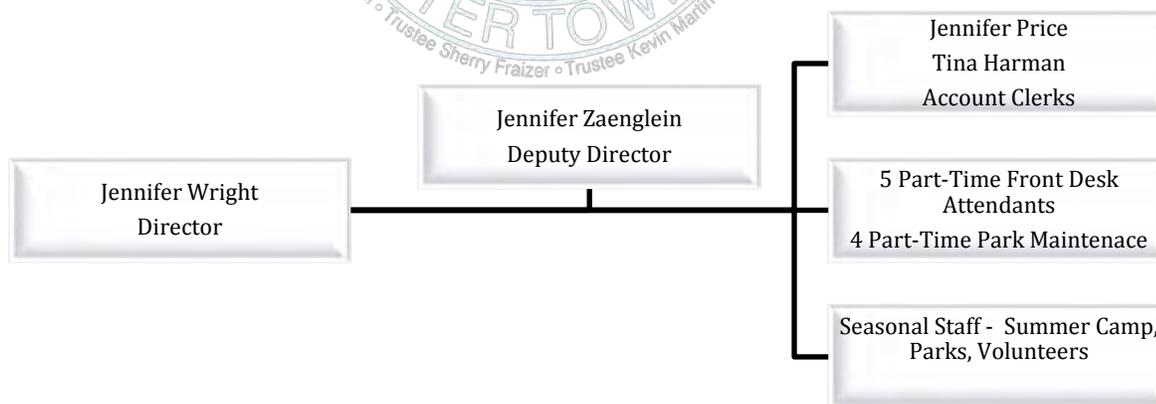
The Parks and Recreation Department Mission Statement: *“Van Buren Township Parks and Recreation will work with all citizens to be good stewards of our environment and to provide safe and welcoming cultural opportunities to play, learn, contemplate and build community.”*

The department’s focus is to deliver outstanding customer service, provide accessible, safe and welcoming spaces to all residents and to strengthen relationships with a sense of community.

The department oversees five quality parks, a gymnasium and a multi-purpose room in which we foster programming and open space usage for all ages.

2018 Goals

- To be a gateway for community organizations
- Develop and cultivate partnerships
- Efficiently utilize resources and demonstrate fiscal responsibility
- Create a healthy community
- Develop and empower staff
- Continue to provide excellent customer service
- Provide premier facilities



Break Down/Justification

Van Buren Charter Township Budget Proposal 2017-18

734.699.8900

46425 Tyler Road

Van Buren Charter Township, MI 48111

www.vanburen-mi.org

Re: Parks and Recreation

Parks and Recreation 2018 Budget Proposed

Projected Department Revenue

Description	Revenue
Recreation	50,000
Summer Camp	42,539.50
SMART Wayne County	20,000.00
Community Development Block Grant	125,000.00
DNR Iron Belle Grant	30,000.00
Wayne County Millage	30,000
Waste Management Grant	10,000
Pavilliion/Park Entry	39,062
Total	\$ 346,601.50

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 691-Recreation Dept					
101-691-702-000 *	Director Parks & Recreation	62,945.51	63,606.00	63,606.00	65,196.00
101-691-703-000 *	Deputy Dir Parks & Recreation	46,379.97	48,900.00	48,900.00	50,123.00
101-691-705-000 *	Recreation Wages	116,379.16	125,500.00	125,500.00	129,522.00
101-691-719-000 *	Allocated Fringes	112,191.87	121,000.00	121,000.00	121,000.00
101-691-740-000 *	Operating Supplies	3,200.26	3,000.00	4,000.00	3,000.00
101-691-742-000 *	Program Expense	27,299.19	37,500.00	31,700.00	48,967.00
101-691-742-001 *	Program Exp-Summer Camp	30,318.11	40,000.00	40,000.00	40,000.00
101-691-810-000 *	Memberships & Dues	735.00	800.00	800.00	700.00
101-691-818-000 *	Recreation Commission	208.96	600.00	600.00	600.00
101-691-860-000 *	Transportation	29.98	700.00	700.00	200.00
101-691-861-000 *	Training		500.00	500.00	1,000.00
101-691-900-000 *	Printing & Publishing	3,496.40	4,500.00	9,700.00	14,000.00
101-691-920-000 *	Utilities	2,410.77	2,500.00	2,500.00	2,500.00
101-691-933-000 *	Equipment Maintenance	1,597.06	2,000.00	2,500.00	2,500.00
101-691-956-000 *	Other	1,255.98	1,400.00	500.00	500.00
101-691-970-000	Capital Outlay				
Totals for dept 691-Recreation Dept		408,448.22	452,506.00	452,506.00	479,808.00

* NOTES TO BUDGET: DEPARTMENT 691 Recreation Dept

702-000	Director Parks & Recreation				
	FOOTNOTE AMOUNTS:			63,606.00	65,196.00
	The wages for the Director of Parks and Recreation are set under the Salaried Employees Benefits Manual.				
	FOOTNOTE AMOUNTS:				65,196.00
	2.5% increase for 2018				
	ACCOUNT '702-000' TOTAL			63,606.00	130,392.00

703-000	Deputy Dir Parks & Recreation				
	FOOTNOTE AMOUNTS:			48,900.00	50,123.00
	The wages for the Deputy Director of Parks and Recreation are set under the Salaried Employees Benefits Manual.				
	FOOTNOTE AMOUNTS:				50,123.00
	2.5% increase for 2018				
	ACCOUNT '703-000' TOTAL			48,900.00	100,246.00

705-000	Recreation Wages				
	FOOTNOTE AMOUNTS:			125,500.00	129,522.00
	Hourly rate for recreation front desk attendants. Covers two Account Clerks positions. Currently, One full time and one half time account clerk. 2.5% increase in hourly wages per the AFSCME Contract.				
	Minimum wage 2018 will increase to \$9.25				

719-000	Allocated Fringes				
	FOOTNOTE AMOUNTS:			121,000.00	121,000.00
	Benefit package for the Director and Deputy.				
	Two full time account clerks federal withholding tax, health insurance cost, pension and other benefits.				
	Covers part-time and seasonal staff's withholding tax, FICA.				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 691-Recreation Dept					
740-000	Operating Supplies				
	FOOTNOTE AMOUNTS:			4,000.00	3,000.00
	Office supplies and director and deputy dircetor monthly cell phone This line item has been amended for this year to cover the cost of new recreation online registration software license \$1,000				
742-000	Program Expense				
	FOOTNOTE AMOUNTS:			31,700.00	48,967.00
	Covers program instructor payments on a 60%/40% split, recreation programs/special events i.e. program supplies/equipment, decorations. Amended this line item to cover the cost of the new Community Lake Ledger that is vital for marketing of recreation classes/events, township information and community organizations. *Increased by \$11,467 for CDBG Takin it to the Streets				
742-001	Program Exp-Summer Camp				
	FOOTNOTE AMOUNTS:			40,000.00	
	Summer Camp expenses; staff pay, craft/game supplies, field trips, transportation (Transportation is reimbursed by SMART)				
810-000	Memberships & Dues				
	FOOTNOTE AMOUNTS:			800.00	
	Michigan and National Recreation and Parks Association renewal membership fees				
818-000	Recreation Commission				
	FOOTNOTE AMOUNTS:			600.00	
	Recreation Committee recording secretary. Pay is based on time and half for two hour meetings every other month				
860-000	Transportation				
	FOOTNOTE AMOUNTS:			700.00	200.00
	This line item covers the cost for mileage				
861-000	Training				
	FOOTNOTE AMOUNTS:			500.00	1,000.00
	Covers cost to attend professional development workshops for full time/part-time as well as camp seasonals Increase \$500 for 2018 to attend the Michigan Parks and Recreation Association Conference in Detroit				
900-000	Printing & Publishing				
	FOOTNOTE AMOUNTS:			10,100.00	
	Covers printing, publishing and delivery of the Community Lake Ledger				
920-000	Utilities				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 691-Recreation Dept					
	FOOTNOTE AMOUNTS:			2,500.00	
	Covers field lighting and electrical services at the Township and Beck Ball Fields				
933-000	Equipment Maintenance				
	FOOTNOTE AMOUNTS:			2,000.00	2,500.00
	Used to pay for recreation equipment repair and maintenance of basketball, gymnastic, softball equipment etc. Also covers the maintenance agreement for the refurbished office copier and duplicator for making copies in large quantities for schools				
	Amendment of \$500 increase for plotter repair and purchase of computer battery backup systems				
956-000	Other				
	FOOTNOTE AMOUNTS:			500.00	500.00
	Drug screens for full/part time and seasonal employees. Drug tesst are \$35 per person. Decrease for this line item because the drug testing has decreased per person from years past.				
	DEPT '691' TOTAL			452,406.00	537,327.00
TOTAL APPROPRIATIONS		408,448.22	452,506.00	452,506.00	479,808.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(408,448.22)	(452,506.00)	(452,506.00)	(479,808.00)
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	5,232,318.59
FUND BALANCE ADJUSTMENTS		(8,881.53)			
ENDING FUND BALANCE		4,916,888.04	5,232,318.59	5,232,318.59	4,752,510.59

718. Park and Lake

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 718-Park & Lake Dept					
101-718-706-000 *	Park Wages	48,194.62	88,570.00	88,570.00	94,531.00
101-718-719-000 *	Allocated Fringes	3,686.89	6,775.00	6,775.00	7,232.00
101-718-740-000 *	Operating Supplies	5,899.89	9,000.00	9,000.00	9,000.00
101-718-810-000 *	Membership And Dues				
101-718-819-000 *	Contracted Services	17,082.00	18,000.00	18,000.00	18,000.00
101-718-819-001 *	Concert Series Donations				
101-718-819-002 *	Fireworks Donations	(13,000.00)	(5,200.00)	(8,000.00)	(8,000.00)
101-718-850-000 *	Telephone	2,513.55	2,500.00	3,600.00	3,600.00
101-718-860-000 *	Transportation	6,339.06	7,000.00	7,000.00	250.00
101-718-861-000 *	Training		500.00	500.00	500.00
101-718-900-000 *	Printing & Publishing	1,421.20	3,000.00	3,000.00	3,000.00
101-718-920-000 *	Utilities	11,435.73	14,000.00	14,000.00	14,000.00
101-718-931-000 *	Building Maintenance				
101-718-933-000 *	Equipment Maintenance				
101-718-940-000 *	Rentals				
101-718-956-000 *	Other	469.00	800.00	800.00	800.00
101-718-958-000 *	Environmental Grant Project			30,000.00	
101-718-958-001 *	Environ Grant Project Proceeds			(30,000.00)	
101-718-959-000	Achieve Grant Expenses				
101-718-959-001	Achieve Grant Proceeds				
101-718-970-000 *	Capital Outlay	36,722.69			
101-718-970-001 *	MMRMA Reimbursement	(41,136.00)			
101-718-970-002 *	Reimbursement				
101-718-973-000 *	Wayne Co Park Millage Project		45,000.00	30,000.00	30,000.00
101-718-973-001 *	Wayne Co Park Millage Grant		(45,000.00)	(30,000.00)	(30,000.00)
Totals for dept 718-Park & Lake Dept		79,628.63	144,945.00	143,245.00	142,913.00

* NOTES TO BUDGET: DEPARTMENT 718 Park & Lake Dept

706-000	Park Wages	This line item pays for the wages of part-time and seasonal staff for the Van Buren Township Parks system. Included are 4 part-time year-round employees and 4 seasonal staff.			
719-000	Allocated Fringes	This lline item pays for the fringe benefits for part-time and seasonal employees.			
740-000	Operating Supplies	This line item pays for the supplies needed for general upkeep, maintenance, and program expenses for Van Buren Township's park system that is not already provided by VBT Buildings and Grounds Department.			
810-000	Membership And Dues	The membership dues for the Deputy Director are paid for in the Recreation budget.			
819-000	Contracted Services	This line item pays for services performed by outside sources. Services include; fireworks, concert performances, landscaping, prescribed fires, etc.			
819-001	Concert Series Donations				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 718-Park & Lake Dept					
	This line item accounts for community businesses and organizations who donate funds to support the concert series.				
819-002	Fireworks Donations				
	This line item accounts for community business and organizations who donate funds to support the fireworks show to cover overtime for police and fire staff.				
850-000	Telephone				
	This line item pays for the phone lines at Van Buren Park				
860-000	Transportation				
	This line item pays for the fuel and general maintenance of the park's vehicles. It also covers milage due to travel.				
861-000	Training				
	This line item covers courses and professional developement to improve park operations, safety and knowledge.				
900-000	Printing & Publishing				
	This line item covers costs associated with printing park passes, brochures and flyers. It also pays for advertising and employment recruiting.				
920-000	Utilities				
	This line item pays for the electricity, propane, and natural gas services to all of our park facilities.				
931-000	Building Maintenance				
	Costs in this line item have been assumed by VBT Buildings and Grounds.				
933-000	Equipment Maintenance				
	Costs in this line item have been assumed by VBT Buildings and Grounds.				
940-000	Rentals				
	This line item pays for rental fees.				
956-000	Other				
	Funds in this line item are used for employee drug testing and physicals.				
958-000	Environmental Grant Project				
	This line item is to expend funding received through grants.				
958-001	Environ Grant Project Proceeds				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 718-Park & Lake Dept					
	This line item item is to account for monies received from awarded grants.				
970-000	Capital Outlay				
	This line item is to expend funding for park projects and park vehicles.				
970-001	MMRMA Reimbursement				
	This line item is to account for monies received from MMRMA.				
970-002	Reimbursement				
	This line item is to account for monies received from the Van Buren Civic Fund.				
973-000	Wayne Co Park Millage Project				
	This line item accounts for funds spent on parks millage projects.				
973-001	Wayne Co Park Millage Grant				
	This line item accounts for funding received from Wayne County Parks millage.				
TOTAL APPROPRIATIONS		79,628.63	144,945.00	143,245.00	142,913.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(79,628.63)	(144,945.00)	(143,245.00)	(142,913.00)
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	5,541,579.59
FUND BALANCE ADJUSTMENTS		(8,881.53)			
ENDING FUND BALANCE		5,245,707.63	5,539,879.59	5,541,579.59	5,398,666.59

692. Senior Department

Lynette Jordan

Director of September Days Senior Center

734.699.8900 ext. 9257

ljordan@vanburen-mi.org

www.vanburen-mi.org

Re: Senior Center

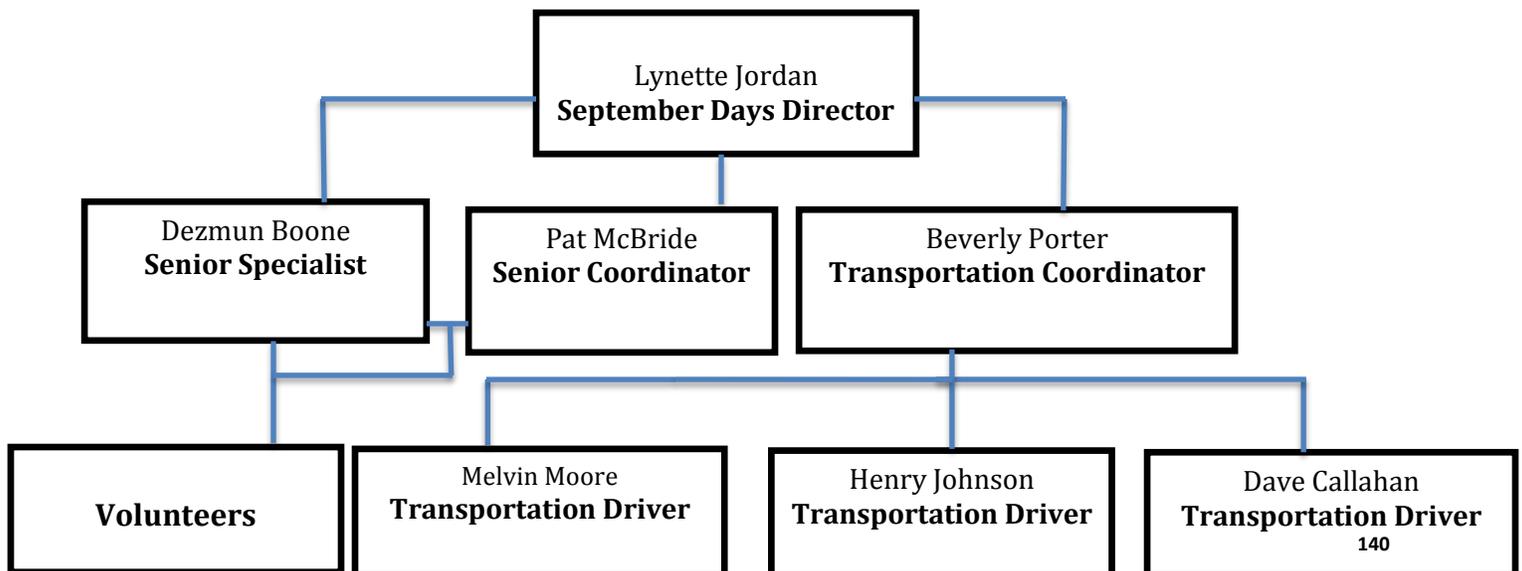
September Days Senior Center continues to focus on quality programs and services for mature adults. To promote the concept of healthy and graceful aging year-round through programming which include: an annual wellness expo, daily group exercise programs, and health and nutritional specialist speakers. Additional services September Days, offers include: weekly Norwegian massages, blood pressure checks, monthly foot doctor appointments and an array of social classes such as mat & frame, ceramics, glass fusing, jewel beading, and billiards. Further, we offer grief counseling, assistance with housing, social security, as well as veteran information.

The Center continues to provide and administer Focus Hope and The Emergency Food Assistance Program to local residents in need on a monthly basis and assist over 75 households.

In partnering with Wayne County, The Center is able to offer a nutritious meal Monday through Friday. The Center packs and distributes over 65 meals to residents of Van Buren Township and the City of Belleville through the Meals on Wheels program, along with a congregate lunch program offered daily at the Center.

The Center offers transportation services to Township residents for medical appointments, weekly shopping trips, as well as local errands when possible. This valuable program has provided over 1,400 rides for various necessities to seniors in need throughout the year.

The Center will continue striving to deliver the best quality programs and services to our members, while working conscientiously to operate within our budget.



Break Down/Justification

Van Buren Charter Township Budget Proposal 2017-18

734.699.8900

46425 Tyler Road

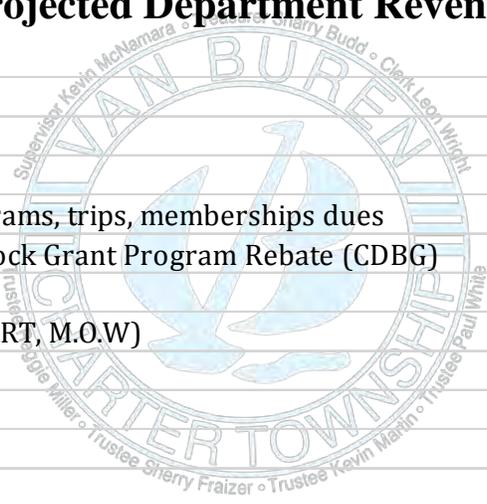
Van Buren Charter Township, MI 48111

www.vanburen-mi.org

Re: Senior Department

September Days Senior Center 2018 Budget Proposed

Projected Department Revenue



Description	Revenue
Revenue comprised of programs, trips, memberships dues	53,000
Community Development Block Grant Program Rebate (CDBG)	11,467.00
Senior Alliance Grant	13,951.00
Transportation Rebate (SMART, M.O.W)	13,000.00
Senior Donations	5,000.00
Gift Shop	1,100
Senior Bequest	7,862
Civic Fund Donation	7,200
Total	\$ 112,580.04

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 692-Seniors Dept					
101-692-702-000 *	Senior Director Wages	50,442.40	51,948.00	51,948.00	53,246.70
101-692-702-005 *	CDBG Reimbursement	(8,992.00)	(11,467.00)	(11,467.00)	(21,315.00)
101-692-703-000 *	Senior Coordinator Salary	34,689.67	36,050.00	36,050.00	36,951.00
101-692-705-000 *	Employee Wages	49,149.54	49,000.00	49,000.00	50,225.00
101-692-705-001 *	Senior Alliance Grant	(6,954.00)	(11,951.00)	(13,951.00)	(11,951.00)
101-692-719-000 *	Allocated Fringes	52,390.79	58,504.00	54,000.00	54,500.00
101-692-740-000 *	Operating Supplies	1,879.39	2,000.00	2,000.00	2,000.00
101-692-742-000 *	Program Expense	20,250.52	21,000.00	21,000.00	21,000.00
101-692-743-000 *	Trips Expense	5,504.08	10,000.00	10,000.00	10,000.00
101-692-810-000 *	Memberships & Dues	716.00	650.00	650.00	700.00
101-692-819-000 *	Contracted Services	2,160.00	2,530.00	2,530.00	2,530.00
101-692-860-000 *	Transportation	20,880.11	25,000.00	23,000.00	11,100.00
101-692-860-001 *	Transportation Rebate	(14,236.40)	(13,000.00)	(13,000.00)	(13,000.00)
101-692-861-000 *	Training	674.85	2,000.00	2,000.00	3,500.00
101-692-900-000 *	Printing & Publishing	987.00	1,200.00	1,200.00	1,200.00
101-692-933-000 *	Equipment Maintenance	4,135.94	3,000.00	3,000.00	3,000.00
101-692-956-000 *	Other	9,738.86	5,000.00	7,000.00	7,000.00
101-692-970-000 *	Capital Outlay			7,200.00	
101-692-970-001 *	Civic Fund Donation			(7,200.00)	
Totals for dept 692-Seniors Dept		223,416.75	231,464.00	224,960.00	210,686.70

* NOTES TO BUDGET: DEPARTMENT 692 Seniors Dept

702-000	Senior Director Wages				
	FOOTNOTE AMOUNTS:			51,948.00	53,246.70
	Director of Senior Services 2.5% increase \$1,298.70				
702-005	CDBG Reimbursement				
	FOOTNOTE AMOUNTS:			(11,467.00)	(11,467.00)
	CDBG Grant Funding Awarded for administrative wages.				
703-000	Senior Coordinator Salary				
	FOOTNOTE AMOUNTS:			36,050.00	36,951.00
	Senior Coordinator Salary 2.5% increase				
705-000	Employee Wages				
	FOOTNOTE AMOUNTS:			49,000.00	50,225.00
	Wages of part-time Senior Specialist 10,25, part-time transportation coord.\$12.28, 3 transportation drivers at \$10.66 each				
705-001	Senior Alliance Grant				
	FOOTNOTE AMOUNTS:			(11,951.00)	(11,951.00)
	Reflected are grants awarded for Senior Center Staffing, Transp, and Evidence Based Disease Prevention Programs.				
719-000	Allocated Fringes				
	FOOTNOTE AMOUNTS:			58,504.00	54,500.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 692-Seniors Dept					
	Amount is set by Salaried Employees' Manual and is reflected as such. FICA for Senior Coord. 4 Transp Drivers, and the Senior Specialist. Also included is Fringe Benefits for Director and Senior Coord.				
740-000	Operating Supplies				
	FOOTNOTE AMOUNTS:			2,000.00	2,000.00
	General Supplies not obtained through the Clerk's Office are expensed here. expensed here.				
742-000	Program Expense				
	FOOTNOTE AMOUNTS:			21,000.00	21,000.00
	Expenses for Classes and Social Events such as the Christmas Party and Volunteer Luncheon. Class/Program Instructor Fees. Revenues are realized.				
743-000	Trips Expense				
	FOOTNOTE AMOUNTS:			10,000.00	10,000.00
	Expense Cost of Senior Trips. Matching Revenues are Realized.				
810-000	Memberships & Dues				
	FOOTNOTE AMOUNTS:			650.00	700.00
	Michigan Assoc. of Senior Centers, Recreation and Parks Assoc. National Council on Aging Member Fees and American Society on Aging 2 year Membership pd thru j2018.				
819-000	Contracted Services				
	FOOTNOTE AMOUNTS:			2,530.00	2,530.00
	Annual Maintenance Fee for the My Senior Center Software				
860-000	Transportation				
	FOOTNOTE AMOUNTS:			23,000.00	11,100.00
	Vehicle maintenance, fuel, repairs and other costs for providing transportation for providing Transportation to Senior and Disabled Residents. for providing transportation to Senior and disabled residents.				
860-001	Transportation Rebate				
	FOOTNOTE AMOUNTS:			(13,000.00)	(13,000.00)
	Funds received from SMART and Wayne County Office of nutrition. Funding is used to offset transportation costs.				
861-000	Training				
	FOOTNOTE AMOUNTS:			2,000.00	3,500.00
	Education Seminars and Workshops for departmental employees. Michigan Association of Senior Centers annual conference also expensed here. Annual Conference also expensed here.				
900-000	Printing & Publishing				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 692-Seniors Dept					
	FOOTNOTE AMOUNTS:			1,200.00	1,200.00
	Qtrly Newsletter mailing				
933-000	Equipment Maintenance				
	FOOTNOTE AMOUNTS:			3,000.00	3,000.00
	Annual service agreement for copier, fitness equipment, maintenance and repairs.				
956-000	Other				
	FOOTNOTE AMOUNTS:			7,000.00	7,000.00
	German Intern Stipend. Purchase of pool table and refelting of other pool table. Funds have been earmarked from previous fundraising. Drug testing and CPR training also expensed here. also expensed here.				
970-000	Capital Outlay				
	FOOTNOTE AMOUNTS:			7,200.00	7,200.00
	Purchase 2 treadmills, 1 elliptical for Fitness Rm. (VBT Civic Fund Grant Award)				
970-001	Civic Fund Donation				
	FOOTNOTE AMOUNTS:			(7,200.00)	(7,200.00)
	VBT Civic Fund, Grant Awarded for Fitness Equipment				
	DEPT '692' TOTAL			231,464.00	220,534.70
TOTAL APPROPRIATIONS		223,416.75	231,464.00	224,960.00	210,686.70
NET OF REVENUES/APPROPRIATIONS - FUND 101		(223,416.75)	(231,464.00)	(224,960.00)	(210,686.70)
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	5,459,864.59
FUND BALANCE ADJUSTMENTS		(8,881.53)			
ENDING FUND BALANCE		5,101,919.51	5,453,360.59	5,459,864.59	5,249,177.89

715. Cable Department

Ally McCracken

Director Government Access Television (GATV)

734.699.8900 ext. 9257

amccracken@vanburen-mi.org

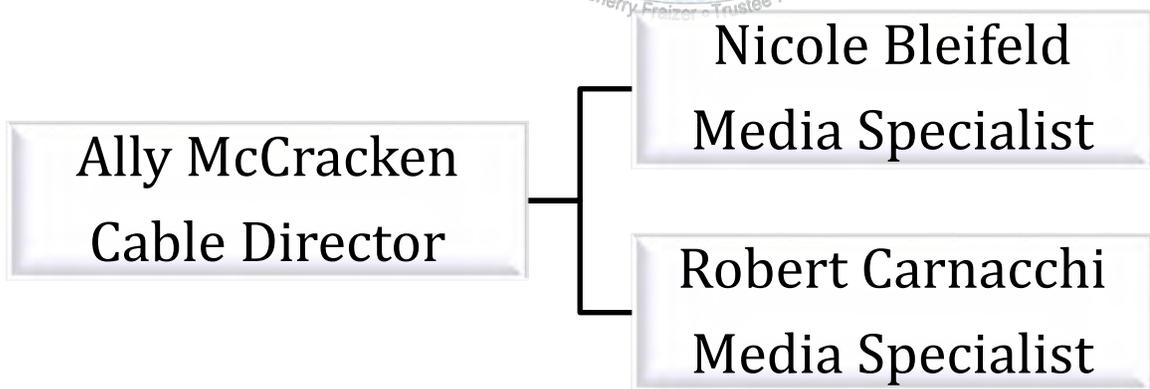
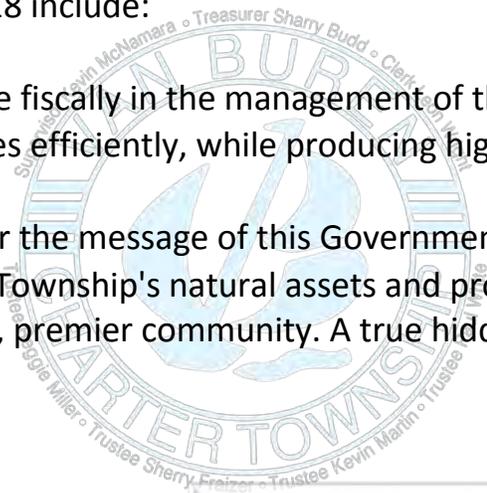
vanburentownship.smugmug.com

www.vanburen-mi.org/cable-tv-2

Re: Government Access Television (GATV)

As a Government Access Station, we are to function as a noncommercial channel. Our mission is to deliver the message and efforts of this Township Government. To highlight the assets and values of this community and its citizens. To share with others how Van Buren Township is a great place to live, work and raise a family. This department aims to develop more channel interest to increase cable subscription that supplies the Township PEG and Franchise fees. Goals for FY-2018 include:

- To be responsible fiscally in the management of the department's budget.
- Harness resources efficiently, while producing high-level, professional and original content.
- Execute & deliver the message of this Government to its constituents.
- Highlighting the Township's natural assets and producing content which showcase VBT as a vibrant, premier community. A true hidden gem in Western Wayne County.



Break Down/Justification

Van Buren Charter Township Budget Proposal 2017-18

734.699.8900

46425 Tyler Road

Van Buren Charter Township, MI 48111

www.vanburen-mi.org

Re: Government Access Television (GATV)

Projected Department Revenue

Fund Number	Descriptions	2016 Received	2017 Estimates	2018 Estimates
000-661	Cable TV "PEG" Fees	15,597	15,672	15,672
000-662	Telecommunications Fees	148,346	130,000	130,000
000-660	Cable TV Franchise Fees	353,796	358,800	358,800
	TOTALS	517,739	504,472	504,472

Revenue for the department comes via Franchise/Telecommunications Fees and PEG Fees received from Comcast and AT&T. Franchise/Telecommunications Fees are compensations for cable company's use of public right-of-ways or easements. PEG Fees are funds that are for the support of the access facility outlay expense. These Fees are charged to cable subscribers and paid to the Township on a quarterly basis in accordance to the Uniform Video Service Local Franchise Agreement.

Cable Department Fund Expenditure Summary

2017 Original	2017 Amended	2018 Requested
193,400	191,400	190,922

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 715-Cable Dept					
101-715-702-000 *	Cable Director Salary	46,576.48	48,900.00	48,900.00	50,122.50
101-715-706-000 *	Employee Wages	14,912.78	45,000.00	43,000.00	45,000.00
101-715-719-000 *	Allocated Fringes	14,469.61	22,500.00	22,500.00	22,500.00
101-715-740-000 *	Operating Supplies	8,016.01	8,000.00	8,000.00	8,000.00
101-715-810-000 *	Memberships And Dues	146.86	400.00	400.00	400.00
101-715-819-000 *	Contracted Services		1,500.00	1,500.00	1,500.00
101-715-860-000 *	Transportation		300.00	300.00	300.00
101-715-861-000 *	Training	49.97	2,500.00	2,500.00	2,500.00
101-715-933-000 *	Equipment Maintenance	801.80	4,000.00	4,000.00	4,000.00
101-715-956-000 *	Other		300.00	300.00	300.00
101-715-970-000 *	Capital Outlay	11,715.00	60,000.00	60,000.00	56,300.00
Totals for dept 715-Cable Dept		96,688.51	193,400.00	191,400.00	190,922.50

* NOTES TO BUDGET: DEPARTMENT 715 Cable Dept

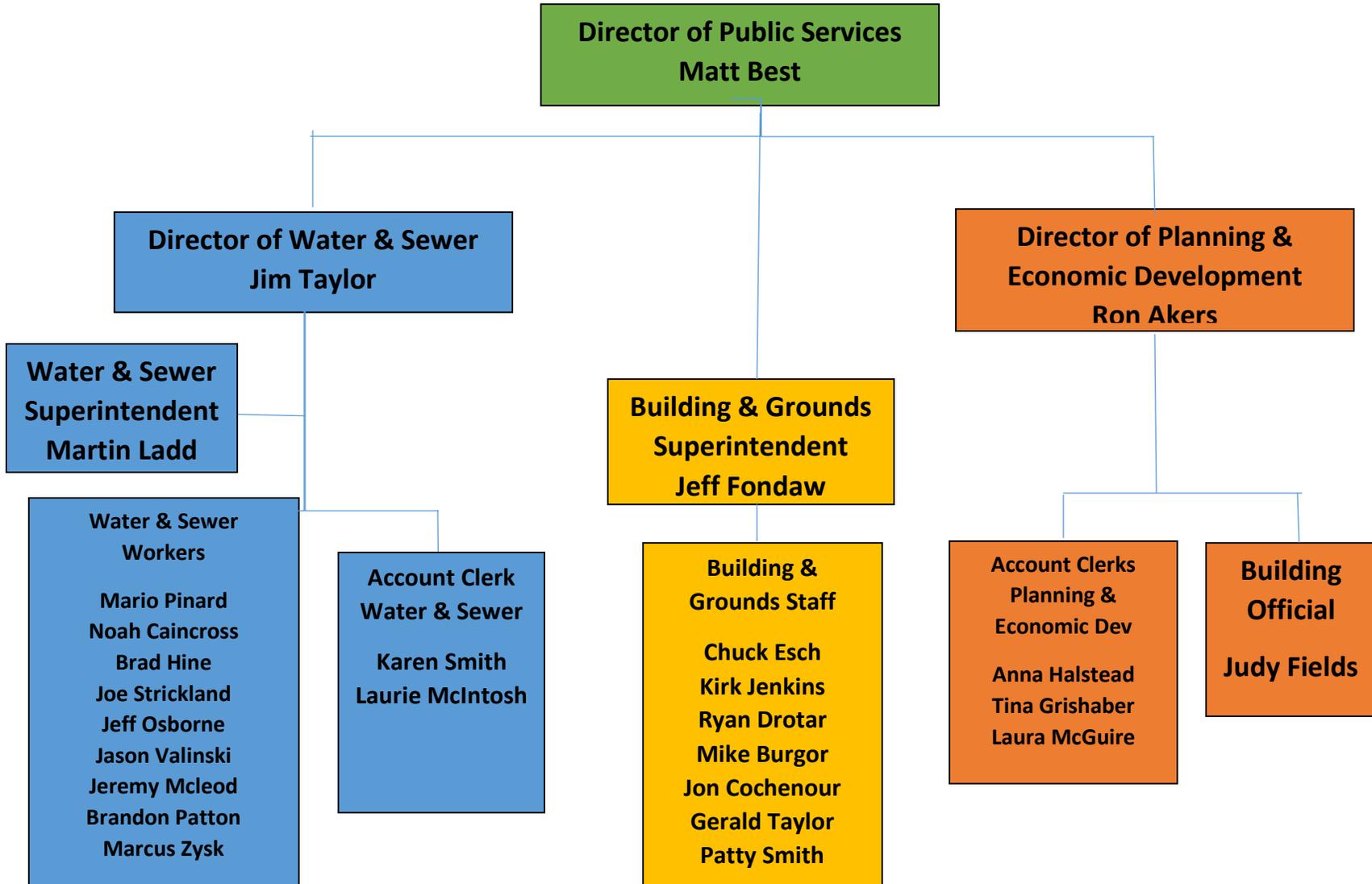
702-000	Cable Director Salary				
	FOOTNOTE AMOUNTS:				50,122.50
	Reflects salary of Government Access Cable Director. Includes 2.5% projected increase				
706-000	Employee Wages				
	FOOTNOTE AMOUNTS:			43,000.00	45,000.00
	Covers part time cable wage staff.				
	2017 Projects a reduction of \$2,000 for unused cable wages.				
719-000	Allocated Fringes				
	FOOTNOTE AMOUNTS:				18,000.00
	Fringe for Cable Director w/ in Lieu of benefits.				
	FOOTNOTE AMOUNTS:				4,500.00
	Fringe for part time staff.				
	ACCOUNT '719-000' TOTAL				22,500.00
740-000	Operating Supplies				
	FOOTNOTE AMOUNTS:				8,000.00
	Frequent use items expensed here such as DVD's and CDR's, flash drives, external hard drives, equipment cables, special light bulbs, etc. Mobile phone and service; cable subscription; software, apps and cloud subscription service included.				
810-000	Memberships And Dues				
	FOOTNOTE AMOUNTS:				400.00
	Covers membership to associations/groups to benefit and have access to networks for knowledge, education and support.				
819-000	Contracted Services				
	FOOTNOTE AMOUNTS:				1,500.00
	Special projects hire for certain events or undertaking.				
860-000	Transportation				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 715-Cable Dept					
	FOOTNOTE AMOUNTS:				300.00
	Travel expenses to location "shoots" are expensed in this line. The Department owns no vehicles.				
861-000	Training				
	FOOTNOTE AMOUNTS:				2,500.00
	Training and tutorial materials expensed here. Certification classes or technology support and management classes may be expensed here.				
933-000	Equipment Maintenance				
	FOOTNOTE AMOUNTS:				4,000.00
	Cost of UVerse, time clock, and unanticipated equipment service & maintenance.				
956-000	Other				
	FOOTNOTE AMOUNTS:				300.00
	For items that do not fit well into the other categories. Employee physicals and various fees the department may incur from time to time.				
970-000	Capital Outlay				
	FOOTNOTE AMOUNTS:				56,300.00
	PEG FEES, not General Fund supplements this expense. Department shall only expense no more than what it has banked in PEG Revenue and shall abide by the Township's Purchasing Policy when it makes a purchase.				
	Equipment List projected to be expensed here include but not limited to replacing/updating Board Room microphone, audio sound system, cameras and projection and control system, lighting grid, broadcast signage, recording, playback, duplication and editing system.				
	DEPT '715' TOTAL			43,000.00	190,922.50
TOTAL APPROPRIATIONS		96,688.51	193,400.00	191,400.00	190,922.50
NET OF REVENUES/APPROPRIATIONS - FUND 101		(96,688.51)	(193,400.00)	(191,400.00)	(190,922.50)
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	5,493,424.59
FUND BALANCE ADJUSTMENTS		(8,881.53)			
ENDING FUND BALANCE		5,228,647.75	5,491,424.59	5,493,424.59	5,302,502.09

Public Services Department

Public Services Department



370. Planning and Economic Development

Ron Akers

Director of Planning and Economic Development

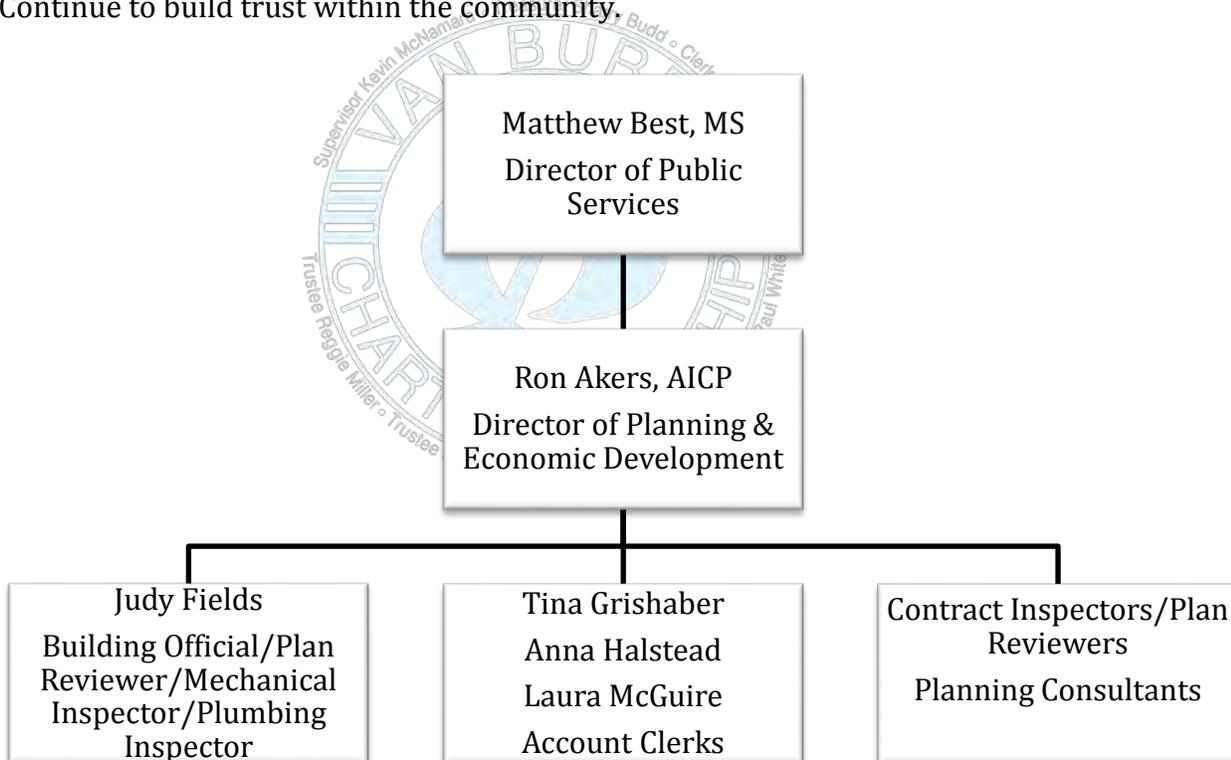
734.699.8900 ext. 9288

rakers@vanburen-mi.org

www.vanburen-mi.org

The 2017 year has brought continued stabilization to the Planning & Economic Development department. Over the course of the year the staff in Planning & Economic Development has become a unified team dedicated to a high level of service to our residents and business owners. Our goals for the 2018 fiscal year include:

- Take steps to streamline planning and engineering approval processes.
- Revise the Township's Master Plan.
- Develop a Township-wide Capital Improvement Program which is updated annually.
- Continue to work toward the development of a team based environment.
- Continue to develop effective economic development strategies for the Township.
- Develop performance measurement strategies for the department.
- Continue to build trust within the community.



Break Down/Justification

Van Buren Charter Township Budget Proposal 2017-18

734.699.8900

46425 Tyler Road

Van Buren Charter Township, MI 48111

www.vanburen-mi.org

Re: Planning

Planning 2018 Budget Proposed

Projected Department Revenue

Description	Revenue
Building Permits	427,000
Electrical Permits	71,000
Heating Permits	62,000
Plumbing Permits	36,000
Water/Sewer Line Inspections	500
Permit Deposits	
Tree Removal Permits	2,000
Other Non-Bus Lic. & Permits	8,000
Charges for Services & Fees	15,000
Planning/Engineering Revenue	45,000
Sals Other, Zoning Books/Maps	500
Total Revenue	\$667,000

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 370-Building/Planning Dept.					
101-370-701-000	Salary - Director of Public Serv				40,500.00
101-370-702-000 *	Salary-Dir Plan & Econ Dev	70,588.55	74,000.00	74,000.00	75,850.00
101-370-702-003 *	LDFA Reimbursement	(4,000.00)	(4,000.00)	(4,000.00)	(4,000.00)
101-370-703-000 *	Salary-Dep Dir Plan & Econ Dev	62,953.27	66,000.00	66,000.00	
101-370-703-005 *	CDBG Reimbursement		(3,889.00)	(3,889.00)	
101-370-705-000 *	Office Wages	116,008.11	120,000.00	120,000.00	125,000.00
101-370-706-000 *	Inspector Wages	102,764.38	129,000.00	100,000.00	100,000.00
101-370-708-000 *	Part-Time Wages		13,000.00		
101-370-719-000 *	Allocated Fringes	164,308.73	228,000.00	210,000.00	197,500.00
101-370-740-000 *	Operating Supplies	7,805.14	7,500.00	7,500.00	7,500.00
101-370-810-000 *	Memberships & Dues	21,361.68	24,000.00	8,000.00	7,000.00
101-370-818-000 *	Commissions	6,303.78	6,500.00	6,500.00	6,500.00
101-370-819-000 *	Contracted Services	133,247.09	115,000.00	130,000.00	165,000.00
101-370-820-000 *	Engineers	20,701.53	5,000.00	5,000.00	5,000.00
101-370-820-001 *	Engineers - FEMA Map Amend				
101-370-821-000 *	Consultants	30,989.26	45,000.00	30,000.00	40,000.00
101-370-822-000 *	Master Plan		40,000.00	40,000.00	20,000.00
101-370-823-000 *	Zoning Ordinances-Codify	10,041.83		1,500.00	
101-370-824-000 *	NPDES Permit	61.50	1,000.00		
101-370-860-000 *	Transportation	5,243.31	7,200.00	5,000.00	1,000.00
101-370-861-000 *	Training	4,518.52	5,000.00	7,500.00	7,500.00
101-370-900-000 *	Printing & Publishing	1,750.35	3,000.00	5,000.00	3,000.00
101-370-956-000 *	Other	2,904.19	7,000.00	7,000.00	7,000.00
101-370-970-000 *	Capital Outlay		27,300.00	37,000.00	5,000.00
Totals for dept 370-Building/Planning Dept.		757,551.22	915,611.00	852,111.00	809,350.00

* NOTES TO BUDGET: DEPARTMENT 370 Building/Planning Dept.

702-000	Salary-Dir Plan & Econ Dev	Director's salary projected with a 2.5% increase as directed by the Supervisor's office			
702-003	LDFA Reimbursement	Reimbursement for providing staff support to the LDFA. Breakdown is \$2,000 for Director's time and \$2,000 for Account Clerk's time.			
703-000	Salary-Dep Dir Plan & Econ Dev	Deputy Director's salary projected with a 2.5% increase as directed by the Supervisor's office			
703-005	CDBG Reimbursement	Township is anticipating no administrative reimbursement from CDBG. These 10% administrative funding is projected to be used for other project related CDBG expenses.			
705-000	Office Wages	Account Clerk wages for three (3) full time existing employees. Raises are commesurative with Collective Bargaining Agreement.			
706-000	Inspector Wages				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 370-Building/Planning Dept.					
	Wages for the Building Official/Plan Reviewer/Plumbing Inspector/Mechanical Inspector. Raises are commesurative with Collective Bargaining Agreement.				
708-000	Part-Time Wages				
	We have no part-time employees in the department.				
719-000	Allocated Fringes				
	Cost of fringes based on projected health care cost increases and current level of employee health insurance.				
740-000	Operating Supplies				
	\$7,500 is a consistent supply budget for every department.				
810-000	Memberships & Dues				
	Projection based on analysis of deparmental memberships. Breakdown is as follows: Ron Akers - APA/AICP-\$500, MEDA-\$300; Matt Best - MWEA - \$70, APA/MAP - \$400; Judy Fields - ICC- \$135, SE MI Mechanical Inspectors-\$40, DRACO-\$75 License Renewal-\$500; PC/BZA MAP Memership-\$700, Huron River Watershed Council-\$2,500; Unanticipated ~\$1,800				
818-000	Commissions				
	Projected Salaries of Planning Commission, Board of Zoning Appeals, and Environmental Commission.				
819-000	Contracted Services				
	Contracted Services Breakdown as follows: McKenna On-Site Services-\$45,000; Electrical Inspector-\$45,000; Outside Inspector Coverage-\$60,000; Outside Building Plan Reviews-\$15,000				
820-000	Engineers				
	Cost of Engineering Services to Township which are not related to development applications.				
820-001	Engineers - FEMA Map Amend				
	Line item needs to be removed.				
821-000	Consultants				
	Consultant Breakdown is as follows: General Planning Services to Township-\$20,000; CDBG Administration \$20,000				
822-000	Master Plan				
	Anticipate to be approximately 50% completed with the Master Plan project by end of 2017. The anticipated total project cost is \$40,000 thus in 2017 we are anticipating to spend \$20,000 and in 2018 we are anticipatin to spend \$20,000.				
823-000	Zoning Ordinances-Codify				
	Project is completed, line item needs to be removed.				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 370-Building/Planning Dept.					
824-000	NPDES Permit				
	NPDES permit is for fuel tank behind building. The cost is to be allocated to DPS.				
860-000	Transportation				
	Transportation costs are being redirected to a different area in the budget. Remaining \$1,000 is to cover mileage reimbursement for training.				
861-000	Training				
	Anticipated Training Breakdown is as follows: Ron Akers: MAP Conference-\$1,200, Other-\$200; Matt Best: MAP Conference \$1,200, Other-\$200; Judy Fields: COCM-\$800, Other-\$200; PC/BZA Members: MAP Conference \$2,400 (2 Members), Other-\$1,000				
900-000	Printing & Publishing				
	At similar levels to prior years. This line items covers necessary legal publications and other publications which are necessary for operations.				
956-000	Other				
	Line items which covers other unanticipated expenses. \$7,000 is standard for all departments.				
970-000	Capital Outlay				
	The total is intended to cover the emergency purchase of a computer and two (2) ArcGIS licenses during the year				
TOTAL APPROPRIATIONS		757,551.22	915,611.00	852,111.00	809,350.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(757,551.22)	(915,611.00)	(852,111.00)	(809,350.00)
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	4,832,713.59
FUND BALANCE ADJUSTMENTS		(8,881.53)			
ENDING FUND BALANCE		4,567,785.04	4,769,213.59	4,832,713.59	4,023,363.59

265. Building and Grounds

Matt Best

Director

734.699.8947

mbest@vanburen-mi.org

www.vanburen-mi.org

Re: BUILDING & GROUNDS DIVISION

Our 2017 approach was for a rotational schedule of maintenance repairs, replacement and upgrades for all township facilities and grounds. This approach provided opportunities to adequately budget projects, minimize disruptions to service delivery and operations, and maximize the FT staffing available to perform many of the required tasks.

Annual facility maintenance activities in 2017:

- a. Continued use of the Court Crews and contractors for garden, landscape and other clean-up work around the township hall grounds, Quirk Park. Spring clean-ups at the cemeteries are primarily performed by staff.
- b. Maintained a schedule, to be updated annually, of all township building facilities projects that do not qualify as capital, but are based upon other criteria such as aesthetics or incidental damage. These would be patch & paint jobs, carpet cleaning and/or replacement, furniture replacement, ceiling tiles, internal and external lighting, minor office relocations or renovations.
- c. The Township Hall HVAC were added to routine maintenance schedules to reduce the frequency of emergency repairs due to breakdowns, and to maximize service life.
- d. Contracted mowing services was provided for all Township owned grounds at public facilities, including the fire stations, museum, cemeteries, DDA district sites, water and sewer facilities and identified park areas. This included the trimming and removal of identified trees in the cemeteries and parks.

Moving forward, the FY-2018 Building & Grounds Budget, the new divisional management will continue to follow a number of the strategies outlined in the FY-2017 budget:

- Continuing the HVAC System upgrades and unit replacement plan
- Continuing the maintenance schedule in Township Hall, Museum and other facility sites
- Continue cemeteries maintenance improvements (tree trimming, removal)

Break Down/Justification

Van Buren Charter Township Budget Proposal 2017-18

734.699.8900

46425 Tyler Road

Van Buren Charter Township, MI 48111

www.vanburen-mi.org

Re:

Building and Grounds 2018 Budget Proposed

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 265-Building & Grounds					
101-265-703-000 *	B&G Maintenance Super.	55,147.88	59,424.00	59,424.00	60,910.00
101-265-706-000 *	Maintenance Wages	305,304.24	321,000.00	321,000.00	329,025.00
101-265-706-001 *	DDA Rebate	(33,313.00)	(34,979.00)	(34,979.00)	(35,595.00)
101-265-707-000 *	Overtime Wages	36,210.40	48,150.00	48,150.00	49,354.00
101-265-719-000 *	Allocated Fringes	194,216.66	203,033.00	170,000.00	150,000.00
101-265-740-000 *	Operating Supplies	62,891.91	55,000.00	55,000.00	70,000.00
101-265-819-000 *	Contracted Services	93,187.16	85,000.00	85,000.00	85,000.00
101-265-850-000 *	Telephone	70,199.67	50,000.00	50,000.00	55,000.00
101-265-860-000 *	Fleet Maintenance	6,270.78	7,500.00	11,000.00	43,950.00
101-265-861-000 *	Training	95.00	2,000.00	1,500.00	2,000.00
101-265-920-000 *	Utilities	78,849.31	90,000.00	80,000.00	80,000.00
101-265-931-000 *	Building Maintenance	66,556.27	60,000.00	70,000.00	70,000.00
101-265-932-000 *	Maintenance-Belleville Mu.	567.28		1,000.00	1,000.00
101-265-933-000 *	Equipment Maintenance	27,781.12	25,000.00	30,000.00	30,000.00
101-265-956-000 *	Other	546.06			500.00
101-265-970-000 *	Capital Outlay	524,855.54	313,000.00	305,000.00	250,000.00
101-265-970-001	DDA Reimbursement	(100,000.00)			
101-265-970-002	Water/Sewer Reimbursement	(150,000.00)	(9,000.00)		
101-265-970-003	MMRMA Reimbursement	(25,000.00)			
101-265-970-004	Civic Fund Reimbursement				
Totals for dept 265-Building & Grounds		1,214,366.28	1,275,128.00	1,252,095.00	1,241,144.00

* NOTES TO BUDGET: DEPARTMENT 265 Building & Grounds

703-000	B&G Maintenance Super.				
	FOOTNOTE AMOUNTS:			59,424.00	60,910.00
	PROJECTED 2.5% WAGE INCREASE				
706-000	Maintenance Wages				
	FOOTNOTE AMOUNTS:			321,000.00	329,025.00
	PROJECTED 2.5% WAGE INCREASE				
706-001	DDA Rebate				
	FOOTNOTE AMOUNTS:			(34,979.00)	(35,595.00)
	ADDED 2.5% FOR DDA CONTRIBUTION TO COVER PROJECTED WAGE INCREASE				
707-000	Overtime Wages				
	FOOTNOTE AMOUNTS:			48,150.00	49,354.00
	INCREASE DUE TO 2.5% PROJECTED WAGE INCREASE / 15% OF WAGES (BENCHMARK)				
719-000	Allocated Fringes				
	FOOTNOTE AMOUNTS:			170,000.00	150,000.00
740-000	Operating Supplies				
	FOOTNOTE AMOUNTS:			55,000.00	70,000.00
	ADDITIONAL PURCHASES FOR REPLACEMENT OF OFFICE FURNITURE AND CHAIRS (8% INCREASE)				

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 265-Building & Grounds					
819-000	Contracted Services				
	FOOTNOTE AMOUNTS:			85,000.00	85,000.00
850-000	Telephone				
	FOOTNOTE AMOUNTS:			50,000.00	55,000.00
	INCREASE IN NUMBER OF USERS (9%)				
860-000	Fleet Maintenance				
	FOOTNOTE AMOUNTS:			8,500.00	43,950.00
	(2018) MAINTENANCE & FUEL COSTS FOR FLEET POOL, SOFTWARE FOR DIAGNOSTICS, ETC., / GENERATORS FUEL				
861-000	Training				
	FOOTNOTE AMOUNTS:			1,500.00	2,000.00
	STAFF AND MANAGEMENT TRAINING				
920-000	Utilities				
	FOOTNOTE AMOUNTS:			80,000.00	80,000.00
	DECREASE OF 8.75% DUE TO INCREASED EFFICIENCIES OF LED LIGHT INSTALLATIONS				
931-000	Building Maintenance				
	FOOTNOTE AMOUNTS:			60,000.00	70,000.00
	INCREASED MAINTENANCE ACTIVITES (MATERIALS, ETC) (8.5%)				
932-000	Maintenance-Belleville Museum				
	FOOTNOTE AMOUNTS:			1,000.00	1,000.00
	INCREASED MAINTENANCE ACTIVITIES (MATERIALS, ETC.)				
933-000	Equipment Maintenance				
	FOOTNOTE AMOUNTS:			30,000.00	30,000.00
956-000	Other				
	FOOTNOTE AMOUNTS:				500.00
	MISCELLANEOUS ITEMS				
970-000	Capital Outlay				
	FOOTNOTE AMOUNTS:			305,000.00	250,000.00
	CARPET & TILE REPLACEMENTS / WALLPAPER REMOVAL & PAINTING / HVAC UNIT REPLACEMENTS / 1 VEHICLE				
	REPLACEMENT / FRENCH LANDING DAM REHAB PROJECT				
	DEPT '265' TOTAL			1,239,595.00	1,241,144.00
TOTAL APPROPRIATIONS		1,214,366.28	1,275,128.00	1,252,095.00	1,241,144.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		(1,214,366.28)	(1,275,128.00)	(1,252,095.00)	(1,241,144.00)

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
	BEGINNING FUND BALANCE	5,334,217.79	5,684,824.59	5,684,824.59	4,432,729.59
	FUND BALANCE ADJUSTMENTS	(8,881.53)			
	ENDING FUND BALANCE	4,110,969.98	4,409,696.59	4,432,729.59	3,191,585.59

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 276-Cemetery					
101-276-706-000 *	Cemetery Wages	10,932.28	12,000.00	12,000.00	12,000.00
101-276-719-000 *	Allocated Fringes	809.99	1,980.00	1,200.00	2,000.00
101-276-932-000 *	Cemetery Maintenance	15,990.24	15,000.00	10,000.00	10,000.00
101-276-940-000 *	Equipment Rentals		1,000.00	500.00	500.00
101-276-970-000	Capital Outlay	7,760.00			
101-276-970-001	Capital Outlay Reimbursement				
101-276-970-004	Civic Fund Reimbursement	(7,630.00)			
Totals for dept 276-Cemetery		27,862.51	29,980.00	23,700.00	24,500.00
* NOTES TO BUDGET: DEPARTMENT 276 Cemetery					
706-000	Cemetery Wages				
	FOOTNOTE AMOUNTS:			12,000.00	12,000.00
	2017 WAGES AT 44% OF TOTAL BUDGET (\$5,316.25)				
719-000	Allocated Fringes				
	FOOTNOTE AMOUNTS:			1,980.00	2,000.00
932-000	Cemetery Maintenance				
	FOOTNOTE AMOUNTS:			10,000.00	10,000.00
	REDUCED 67%				
940-000	Equipment Rentals				
	FOOTNOTE AMOUNTS:			500.00	500.00
	FOR RENTAL OF SMALL DIGGER IN TIGHT SPOTS TOO LARGE FOR BACKHOE THAT MAY DAMAGE ADJACENT CEMETERY PLOT STONES				
	DEPT '276' TOTAL			24,480.00	24,500.00
TOTAL APPROPRIATIONS		27,862.51	29,980.00	23,700.00	24,500.00
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	5,661,124.59
FUND BALANCE ADJUSTMENTS		(8,881.53)			
ENDING FUND BALANCE		5,297,473.75	5,654,844.59	5,661,124.59	5,636,624.59

445. Drains

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
Dept 445-Public Works Drains					
101-445-928-000	Drain Assessments			28,500.00	28,500.00
Totals for dept 445-Public Works Drains				28,500.00	28,500.00
APPROPRIATIONS - FUND 101					
	BEGINNING FUND BALANCE	5,334,217.79	5,684,824.59	5,684,824.59	5,656,324.59
	FUND BALANCE ADJUSTMENTS	(8,881.53)			
	ENDING FUND BALANCE	5,325,336.26	5,684,824.59	5,656,324.59	5,627,824.59

446. Public Services

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
APPROPRIATIONS					
Dept 446-Public Services					
101-446-830-000	Dust Prevention Services	21,500.00	22,000.00	22,000.00	22,000.00
Totals for dept 446-Public Services		21,500.00	22,000.00	22,000.00	22,000.00

450. Street Lighting

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED RECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 101 General Fund					
Dept 450-Public Services					
101-450-926-000	Street Lighting	232,617.18	220,000.00	230,000.00	220,000.00
Totals for dept 450-Public Services		232,617.18	220,000.00	230,000.00	220,000.00
APPROPRIATIONS - FUND 101		232,617.18	220,000.00	230,000.00	220,000.00
BEGINNING FUND BALANCE		5,334,217.79	5,684,824.59	5,684,824.59	5,454,824.59
FUND BALANCE ADJUSTMENTS		(8,881.53)			
ENDING FUND BALANCE		5,092,719.08	5,464,824.59	5,454,824.59	5,234,824.59

General & Enterprise Funds
592. Water and Sewer

James T. Taylor

Director

734.699.8947

jtaylor@vanburen-mi.org

www.vanburen-mi.org

Re: WATER & SEWER DIVISION

With the proposed budget for FY-2018, we will be recommending a 5% rate increase for all Water & Sewer customers. Over the past few years, it has been one of our goals to keep increases of internal operating costs to no more than 3% annually. This is the biggest area of the budget we have direct control. The portion we do not have direct control is the costs of water purchase and sanitary service agencies.

The water volumes have basically flattened out over the past four years for Van Buren Township. The entire state has experienced significant drops in water pumpage, and particularly in Southeast Michigan. Our annual pumpage significantly decreased from 2008 to 2011, and have slightly decreased from 2011 to present. Other communities are still dropping in volumes at alarming rates, causing financial stress. A major contributor to the increase in overall rates is due to the drop in volumes, as systems still have the fixed costs associated with operations. ***If sales continue to drop regionally, unit prices and rates from the Great Lakes Water Authority (GLWA) will continue to increase.***

The sanitary services are provided to Van Buren Township by four systems we are connected to; South Huron Valley System (SHVUA), Downriver System (DUWA), Rouge Valley System (NH-RV), and Ypsilanti Utilities (YUCA). While the Township sanitary system has very little infiltration and is maintained in good operating condition, the costs of belonging to these four collection systems are shared among a number of communities, including Van Buren Township. The rates, while we are represented on various boards and committees, are not our final decision to make. As with water, the systems require continual maintenance and replacement to maintain their operations.

Factors impacting Van Buren Water & Sewer Rates:

- SHVUA – rate increase in 2018 is at 4.5%.
- GLWA – rate increase in 2017 is at 4.1%.
- Downriver Sewage - rate increase in 2017 is at 3.5%.
- Rouge Valley - rate increase in 2017 is at 18.0%.
- YCUA - rate increase in 2017 is estimated to be at 5.0%.

Proposed 5% rate increase for both water/sewer in an effort to again basically break even in the water/sewer operational budget.

- Every 1% increase in rates generates approximately \$70,000.00 in new revenue.
- 5% proposed rate increase for Van Buren Township's water and sewer rates will generate roughly \$350,000 in additional revenue over FY2017 which will be used to offset the increase in our provider costs, Township operations and employee increases.
- Remaining provider expenses are offset by keeping a number of expense line items "flat" for 2018.

Break Down/Justification

Van Buren Charter Township Budget Proposal 2017-18

734.699.8900

46425 Tyler Road

Van Buren Charter Township, MI 48111

www.vanburen-mi.org

Re:

Water and Sewer 2018 Budget Proposed



Water & Sewer Projected Revenues

	2017	2018
<u>Description</u>	<u>Amended</u>	<u>Proposed</u>
Water Tap Fees	75,000	50,000
Hydrant Rental Permits	4,000	4,000
Debt Service	-	-
Water Meter Charges	500,000	500,000
Construction Administration	5,000	5,000
Finals, Turn On/Off, Other	20,000	20,000
Inspection Fees	4,000	4,000
Water Sales	3,044,153	3,141,500
Meter/Materials Sales	30,000	30,000
Late Penalties	50,000	50,000
Interest Income	300,000	300,000
Sale of Fixed Assets	-	-
Miscellaneous Revenue	30,000	30,000
Bond Proceeds		
DWRF Loan Proceeds		
Water Revenues	4,062,153	4,134,500
Sewer Assessments	200	200
Sewer Tap Fees	200,000	200,000
Debt Service	400	400
Sewer Maintenance Charges	705,690	726,150
Construction Administration	-	-
Finals, Turn On/Off, Other	-	-
Inspections Fees	-	-
Sewage Disposal	3,050,201	3,141,500
Non-Res. User Fees	70,000	70,000
Late Penalties	50,000	50,000
Miscellaneous Revenue	5,000	5,000
Sewer Revenues	4,081,491	4,193,250
Miscellaneous Revenue	-	-
Water/Sewer Tax Levy Revenues	-	-
Total Revenues	8,143,644	8,327,750

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 592 Water/Sewer Fund					
APPROPRIATIONS					
Dept 536-Water Department					
592-536-701-000	Salary - Director of Publ.				40,500.00
592-536-702-000 *	Salary-Director of Water/:	72,129.73	75,279.00	75,279.00	76,136.00
592-536-703-000 *	Salary-Superintendent	57,703.95	60,424.00	60,424.00	60,910.00
592-536-704-000 *	Salary - Deputy Treasurer	5,000.00	5,000.00	5,000.00	5,000.00
592-536-705-000 *	Wages-Office	135,434.13	145,000.00	145,000.00	146,000.00
592-536-706-000 *	Wages-Field Operations	409,052.42	420,000.00	420,000.00	422,000.00
592-536-707-000 *	Wages - Field Ops Overtim	97,751.28	105,000.00	105,000.00	100,000.00
592-536-719-000 *	Allocated Fringes	392,689.79	430,000.00	430,000.00	451,700.00
592-536-719-001 *	Fringes-Retiree/Cobra	332,075.90	160,000.00	335,000.00	335,000.00
592-536-719-002 *	Compensated Absences	2,364.21	3,000.00	3,000.00	3,000.00
592-536-720-000 *	Workers Comp	52,411.80	40,000.00	77,000.00	80,000.00
592-536-721-000	UIA Benefits Paid				
592-536-727-000 *	Office Supplies	3,301.72	4,500.00	4,500.00	4,500.00
592-536-728-000 *	Postage	17,725.00	27,500.00	27,500.00	27,500.00
592-536-740-000 *	Operating Supplies	87,350.76	70,000.00	70,000.00	70,000.00
592-536-741-000 *	Uniforms	3,202.51	5,000.00	5,000.00	5,000.00
592-536-751-000 *	Gas & Diesel Fuel	20,665.96	25,000.00	25,000.00	25,000.00
592-536-801-001 *	Accounting & Auditing	31,752.00	32,000.00	32,000.00	32,000.00
592-536-801-002 *	Attorney	85,561.52	100,000.00	100,000.00	100,000.00
592-536-802-000 *	Administrative Fee	621,225.00	621,225.00	621,225.00	621,225.00
592-536-810-000 *	Membership & Dues	12,663.03	3,000.00	3,000.00	12,000.00
592-536-816-000	GIS Implementation				
592-536-818-000 *	Commissions	682.28	1,000.00	1,000.00	1,000.00
592-536-819-000 *	Contracted Services	92,069.99	100,000.00	100,000.00	100,000.00
592-536-820-000 *	Engineering Fees	19,729.55	30,000.00	30,000.00	30,000.00
592-536-860-000 *	Transportation		300.00	300.00	7,500.00
592-536-861-000 *	Training	6,278.38	6,000.00	6,000.00	6,000.00
592-536-900-000 *	Printing & Publishing	2,505.50	2,500.00	2,500.00	2,500.00
592-536-910-000 *	Insurance & Bonds	245,544.49	175,000.00	175,000.00	175,000.00
592-536-920-000 *	Utilities	70,131.81	80,000.00	80,000.00	80,000.00
592-536-927-000 *	Water Purchases	2,633,175.56	2,894,000.00	2,910,000.00	3,085,500.00
592-536-931-000 *	Building Maintenance	3,574.00	3,000.00	3,000.00	3,000.00
592-536-931-001 *	Building Mainte - Water T	2,400.00	10,000.00	10,000.00	10,000.00
592-536-932-000 *	Vehicle Maintenance	21,653.04	15,000.00	17,000.00	30,000.00
592-536-933-000 *	Equipment Maintenance	13,776.64	10,000.00	10,000.00	10,000.00
592-536-936-000	Water System Repair				
592-536-937-000 *	Office Equipment Maint	5,933.39	5,000.00	5,000.00	5,000.00
592-536-940-000 *	Rental	747.00	1,000.00	1,000.00	1,000.00
592-536-956-000 *	Other	2,008.29	5,000.00	5,000.00	5,000.00
592-536-968-000 *	Depreciation	2,253,543.41	2,250,000.00	2,250,000.00	2,250,000.00
592-536-969-000	Asset Contribution to Gov				
592-536-970-000 *	Wtr Capital Outlay-Veh & I	1,300.00	70,000.00	70,000.00	
592-536-970-001 *	Capital Outlay-System Imp	(0.40)	10,000.00	10,000.00	40,000.00
592-536-970-002 *	Capital Outlay-Off Equip/I	6,733.33			
592-536-970-003 *	Capital Outlay-Metering S	0.10	100,000.00	100,000.00	545,900.00
592-536-970-004	Capital Outlay-Facilities	150,000.00		10,000.00	
592-536-990-000	Water Meter Loan Interest				
592-536-995-000	Interest Expense	65,961.16			
592-536-996-000 *	Handling Fees	6,150.40			6,000.00
Totals for dept 536-Water Department		8,043,958.63	8,099,728.00	8,339,728.00	9,010,871.00

* NOTES TO BUDGET: DEPARTMENT 536 Water Department

702-000 Salary-Director of Water/Sewer

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 592 Water/Sewer Fund					
APPROPRIATIONS					
Dept 536-Water Department					
	FOOTNOTE AMOUNTS: PROPOSED 2.5% INCREASE			75,279.00	76,136.00
703-000	Salary-Superintendent				
	FOOTNOTE AMOUNTS: PROPOSED 2.5% INCREASE			59,424.00	60,910.00
704-000	Salary - Deputy Treasurer				
	FOOTNOTE AMOUNTS: PROVIDES ACCOUNTING SERVICES AND ASSISTANCE FOR SHVUA , NHV, DUWA			5,000.00	5,000.00
705-000	Wages-Office				
	FOOTNOTE AMOUNTS: PROPOSED 2.5% INCREASE / 3FT CLERICAL STAFF			145,000.00	146,000.00
706-000	Wages-Field Operations				
	FOOTNOTE AMOUNTS: PROPOSED 2.5% INCREASE / 9 FT FIELD STAFF			420,000.00	422,000.00
707-000	Wages - Field Ops Overtime				
	FOOTNOTE AMOUNTS: 25% BENCHMARK OF BASE WAGE			100,000.00	105,000.00
719-000	Allocated Fringes				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			430,000.00	435,000.00
719-001	Fringes-Retiree/Cobra				
	FOOTNOTE AMOUNTS: OPEB ANNUAL OBLIGATION EXPENSE			335,000.00	335,000.00
719-002	Compensated Absences				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			3,000.00	3,000.00
720-000	Workers Comp				
	FOOTNOTE AMOUNTS: 2017 PROJECTED TO \$77,000 DUE TO PREMIUM INCREASES			77,000.00	80,000.00
727-000	Office Supplies				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			4,500.00	4,500.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 592 Water/Sewer Fund					
APPROPRIATIONS					
Dept 536-Water Department					
728-000	Postage				
	FOOTNOTE AMOUNTS: WATER BILL MAILING, CCR, OTHER NOTICES			27,500.00	27,500.00
740-000	Operating Supplies				
	FOOTNOTE AMOUNTS: TOOLS, EQUIPMENT, SUPPLIES, MATERIALS, STONE, SAND, ETC.			70,000.00	70,000.00
741-000	Uniforms				
	FOOTNOTE AMOUNTS: EMPLOYEE UNIFORM RENTAL COSTS			5,000.00	5,000.00
751-000	Gas & Diesel Fuel				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			25,000.00	25,000.00
801-001	Accounting & Auditing				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			32,000.00	32,000.00
801-002	Attorney				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			100,000.00	100,000.00
802-000	Administrative Fee				
	FOOTNOTE AMOUNTS: TRANSFER TO GENERAL FUND FOR TOWNSHIP SERVICES RENDERED TO WATER & SEWER			621,225.00	621,225.00
810-000	Membership & Dues				
	FOOTNOTE AMOUNTS: AWWA, MWEA, APWA, MRWA, / ADDED ARC,ADW			3,000.00	12,000.00
818-000	Commissions				
	FOOTNOTE AMOUNTS: W/S COMMISSION			1,000.00	1,000.00
819-000	Contracted Services				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			100,000.00	100,000.00
820-000	Engineering Fees				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			30,000.00	30,000.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 592 Water/Sewer Fund					
APPROPRIATIONS					
Dept 536-Water Department					
860-000	Transportation				
	FOOTNOTE AMOUNTS:			300.00	7,500.00
	BASED ON HISTORICAL AVERAGE (MILEAGE) / CONTRIBUTION TO GPS/SOFTWARE FOR VEHICLE TRACKING				
861-000	Training				
	FOOTNOTE AMOUNTS:			6,000.00	6,000.00
	BASED ON HISTORICAL AVERAGE				
900-000	Printing & Publishing				
	FOOTNOTE AMOUNTS:			2,500.00	25,000.00
	BASED ON HISTORICAL AVERAGE				
910-000	Insurance & Bonds				
	FOOTNOTE AMOUNTS:			175,000.00	175,000.00
	BASED ON HISTORICAL AVERAGE				
920-000	Utilities				
	FOOTNOTE AMOUNTS:			80,000.00	80,000.00
	BASED ON HISTORICAL AVERAGE				
927-000	Water Purchases				
	FOOTNOTE AMOUNTS:			2,910,000.00	3,085,000.00
	CALCULATED WITH PROJECTED 5% INCREASE AND ESTIMATED PURCHASES BASED UPON TRENDS				
931-000	Building Maintenance				
	FOOTNOTE AMOUNTS:			3,000.00	3,000.00
	BASED ON HISTORICAL AVERAGE				
931-001	Building Mainte - Water Tower				
	FOOTNOTE AMOUNTS:			10,000.00	10,000.00
	BASED ON HISTORICAL AVERAGE				
932-000	Vehicle Maintenance				
	FOOTNOTE AMOUNTS:			17,000.00	30,000.00
	INCREASED FOR ANTICIPATED RECONSTRUCTION OF BED FOR SMALL DUMP TRUCK				
933-000	Equipment Maintenance				
	FOOTNOTE AMOUNTS:			10,000.00	10,000.00
	BASED ON HISTORICAL AVERAGE				
937-000	Office Equipment Maint				
	FOOTNOTE AMOUNTS:			5,000.00	5,000.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 592 Water/Sewer Fund					
APPROPRIATIONS					
Dept 536-Water Department					
BASED ON HISTORICAL AVERAGE					
940-000	Rental				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			1,000.00	1,000.00
956-000	Other				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			5,000.00	5,000.00
968-000	Depreciation				
	FOOTNOTE AMOUNTS: BASED UPON CALCULATION OF ASSETS			2,250,000.00	2,250,000.00
970-000	Wtr Capital Outlay-Veh & Equip				
	FOOTNOTE AMOUNTS: PURCHASE OF 2 F-150 PICK-UP TRUCKS TO REPLACE AGING VEHICLES (2017) / NO PURCHASES IN 2018			70,000.00	
970-001	Capital Outlay-System Improve				
	FOOTNOTE AMOUNTS: 2018 - ANTICIPATED EXPENSES FOR EQUIPMENT UPGRADES, SCADA, METER CALIBRATIONS / DRIVEWAY REPAIRS			10,000.00	40,000.00
970-002	Capital Outlay-Off Equip/Comp				
	FOOTNOTE AMOUNTS: TABLETS FOR FIELD USE				1,000.00
970-003	Capital Outlay-Metering System				
	FOOTNOTE AMOUNTS: 2018 METER SYSTEM / \$2.5 MILLION BOND ISSUE PAID BY EXISTING RESTRICTED FUNDS				545,900.00
996-000	Handling Fees				
	FOOTNOTE AMOUNTS: BONDS - BASED ON HISTORICAL AVERAGE			6,000.00	6,000.00
	DEPT '536' TOTAL			8,229,728.00	8,981,671.00
TOTAL APPROPRIATIONS		8,043,958.63	8,099,728.00	8,339,728.00	9,010,871.00
BEGINNING FUND BALANCE		59,849,774.94	58,002,100.70	58,002,100.70	49,662,372.70
FUND BALANCE ADJUSTMENTS		(2,024.00)			
ENDING FUND BALANCE		51,803,792.31	49,902,372.70	49,662,372.70	40,651,501.70

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 592 Water/Sewer Fund					
ESTIMATED REVENUES					
Dept 536-Water Department					
592-536-477-000 *	Tap Fees	94,298.98	50,000.00	160,000.00	170,000.00
592-536-478-000 *	Hydrant Rental Permits	3,440.00	4,000.00	4,000.00	4,000.00
592-536-608-000 *	Water Meter Charges	519,997.85	517,522.00	535,598.00	562,378.00
592-536-609-000 *	Construction Administrati	7,114.64	5,000.00	5,000.00	5,000.00
592-536-626-000 *	Finals, Turn On/Off, Othe	25,955.00	25,000.00	25,000.00	25,000.00
592-536-627-000 *	Inspection Fees	5,900.00	3,000.00	3,500.00	3,500.00
592-536-643-001 *	Water Sales	3,337,960.86	3,141,500.00	3,280,000.00	3,444,000.00
592-536-650-000 *	Meter/Materials Sales	36,174.25	30,000.00	30,000.00	30,000.00
592-536-662-000 *	Late Penalties	67,959.50	50,000.00	50,000.00	50,000.00
592-536-664-000 *	Interest Income	354,290.00	300,000.00	325,000.00	325,000.00
592-536-693-000	Sale Of Fixed Assets				
592-536-694-000 *	Miscellaneous Revenue	32,970.64	30,000.00	30,000.00	30,000.00
Totals for dept 536-Water Department		4,486,061.72	4,156,022.00	4,448,098.00	4,648,878.00

* NOTES TO BUDGET: DEPARTMENT 536 Water Department

477-000	Tap Fees				
	FOOTNOTE AMOUNTS:			160,000.00	170,000.00
	MENARDS 2017 TAP FEES				
478-000	Hydrant Rental Permits				
	FOOTNOTE AMOUNTS:			4,000.00	4,000.00
	BASED ON HISTORICAL AVERAGE				
608-000	Water Meter Charges				
	FOOTNOTE AMOUNTS:			535,598.00	562,378.00
	CALCULATED WITH PROJECTED 5% INCREASE				
609-000	Construction Administration				
	FOOTNOTE AMOUNTS:			5,000.00	5,000.00
	BASED ON HISTORICAL AVERAGE				
626-000	Finals, Turn On/Off, Other				
	FOOTNOTE AMOUNTS:			25,000.00	25,000.00
	BASED ON HISTORICAL AVERAGE				
627-000	Inspection Fees				
	FOOTNOTE AMOUNTS:			3,500.00	3,500.00
	BASED ON HISTORICAL AVERAGE				
643-001	Water Sales				
	FOOTNOTE AMOUNTS:			3,280,000.00	3,444,000.00
	CALCULATED WITH PROJECTED 5% INCREASE AND ESTIMATED SALES BASED UPON TRENDS				
650-000	Meter/Materials Sales				
	FOOTNOTE AMOUNTS:			30,000.00	30,000.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 592 Water/Sewer Fund					
ESTIMATED REVENUES					
Dept 536-Water Department					
BASED ON HISTORICAL AVERAGE					
662-000	Late Penalties				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			50,000.00	50,000.00
664-000	Interest Income				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			325,000.00	325,000.00
694-000	Miscellaneous Revenue				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			30,000.00	30,000.00
	DEPT '536' TOTAL			4,448,098.00	4,648,878.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 592 Water/Sewer Fund					
ESTIMATED REVENUES					
Dept 537-Sewer Department					
592-537-411-000 *	Sewer Assessments	16.57	50.00	50.00	50.00
592-537-477-000 *	Tap Fees	292,525.23	150,000.00	480,000.00	240,000.00
592-537-607-000 *	Debt Service	(5,945.11)	400.00	400.00	400.00
592-537-608-000 *	Sewer Maintenance Charges	717,294.37	726,150.00	726,150.00	775,753.00
592-537-626-000	Finals, Turn On/Off, Othe				
592-537-627-000	Inspection Fees				
592-537-643-001 *	Sewage Disposal	3,165,671.49	3,141,500.00	3,141,500.00	3,330,000.00
592-537-643-002 *	Non-Res. User Fees	74,456.26	70,000.00	70,000.00	70,000.00
592-537-662-000 *	Late Penalties	67,257.88	50,000.00	50,000.00	50,000.00
592-537-694-000 *	Miscellaneous Revenue	5,941.81	5,000.00	5,000.00	5,000.00
592-537-695-000	Contribution From DDA				
Totals for dept 537-Sewer Department		4,317,218.50	4,143,100.00	4,473,100.00	4,471,203.00

* NOTES TO BUDGET: DEPARTMENT 537 Sewer Department

411-000	Sewer Assessments				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			50.00	50.00
477-000	Tap Fees				
	FOOTNOTE AMOUNTS: MENARDS 2017 TAP FEES			480,000.00	240,000.00
607-000	Debt Service				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			400.00	400.00
608-000	Sewer Maintenance Charges				
	FOOTNOTE AMOUNTS: CALCULATED WITH PROJECTED 5% INCREASE			726,150.00	775,753.00
643-001	Sewage Disposal				
	FOOTNOTE AMOUNTS: CALCULATED WITH PROJECTED 5% INCREASE AND ESTIMATED FLOWS BASED UPON TRENDS			3,141,000.00	3,330,000.00
643-002	Non-Res. User Fees				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			70,000.00	70,000.00
662-000	Late Penalties				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			50,000.00	50,000.00
694-000	Miscellaneous Revenue				
	FOOTNOTE AMOUNTS: BASED ON HISTORICAL AVERAGE			5,000.00	5,000.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 592 Water/Sewer Fund					
ESTIMATED REVENUES					
Dept 537-Sewer Department					
	DEPT '537' TOTAL			4,472,600.00	4,471,203.00

BUDGET REPORT FOR VAN BUREN TOWNSHIP

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ORIGINAL BUDGET	2017 PROJECTED DIRECTOR ACTIVITY	2018 REQUESTED BUDGET
Fund: 592 Water/Sewer Fund					
ESTIMATED REVENUES					
Dept 538-W/S Tax Levy					
592-538-403-000	Property Tax	237.77			
592-538-417-000	Delq Personal Property	122.22			
592-538-445-000	Interest/Penalty Del Pers	473.86			
592-538-607-000	Debt Service				
592-538-694-000	Miscellaneous Revenue				
Totals for dept 538-W/S Tax Levy		833.85			

Statement of Special Revenues

This page intentionally left blank



TREASURER
Sharry A. Budd

Charter Township of Van Buren

Date: September 8, 2017
To: Honorable Board of Trustees
From: Kevin McNamara, Supervisor
Subject: Consider Resolution 2017-22 Approval of Amended 2017 and Proposed 2018 Special Revenue Fund Budgets

The attached Special Revenue Funds generally reflect their purpose by their title. The Board may make separate motions for each fund or name them as a group, "Special Revenue Funds", with separate motions for each fiscal year.

The attached Special Revenue Funds are:

1. Community Development Block Grant (CDBG) as the projects apply to our Township's fiscal year.
2. Downtown Development Authority (DDA)
3. Local Development Finance authority (LDFA)
4. Federal Forfeiture Fund
5. State Forfeiture Fund
6. E-911 Service Fund
7. Landfill Fund
8. Belleville Area Museum
9. Long Term Debt Fund

In your consideration of approval of these funds, your attention to the following is also respectfully requested:

- A. Revenue in excess of those noted shall be dedicated to fund balance.
- B. Items not expensed shall revert to net income.

CHARTER TOWNSHIP OF VAN BUREN
COMMUNITY DEVELOPMENT BLOCK GRANT

		2013	2014	2014	2015	2015	2017	2018 Budget Notes		
		Actual	Proposed	Amended	Proposed	Amended	Proposed	Proposed	Proposed	
Previous Fund Balance		57,575		276,173						
Revenue:										
279-000-541-000	Administrative Services	11,400			5,995		7,945	3,819	7,105	INs is the PY2017 COBG allocation. We applied for \$1,105 in PY2017.
279-000-541-001	Rehab Housing	2,500	96,910					100,000	100,000	The Demo, the UOI G will w/ p n, id, for Housing Rehab in 2016. \$25,000 WU put in for M18 ahoas.netim; bl. This will be a mix of Demonstration and Program Income. This amount could be high. With 1M Demonstration project funds. With the W UOI as we get closer to budget hearings.
279-000-541-003	Senior Services	11,440	9,514		8,992		8,992	11,467		This is the PY2017 COBG allocation. We applied for \$1,115 in PY2017. We will be W/ UOI for fund Youth Services through COBG.
279-000-541-004	Neighborhood Improv.	83,000			89,921		125,023	200,000	76,581	This is the PY2017 COBG allocation. We applied for \$76,581 in PY2017.
279-000-541-006	Public Safety									
279-000-541-007	Slum/Slight Demolitions							25,000	30,000	This is the PY2017 COBG allocation. We applied for \$30,000 in PY2017.
279-000-541-009	Youth Services	11,440	9,148		8,992		8,992	11,467		This is the PY2017 COBG allocation. We applied for \$11,467 in PY2017.
279-000-541-011	ADA Retirements									
279-000-541-012	Code Enforcement									
279-000-541-013	Planning	1,000			8,195		7,945	11,901	7,105	This is the PY2017 COBG allocation. We applied for \$7,105 in PY2017.
279-000-541-014	Haven Drop-In Center									
279-000-541-015	Sidewalks									
279-000-688-000	Tri/Um General Fund									
279-000-070-000	PH Rehab Loan Renewals				5,000					
Total Revenue		147,280	127,769		124,865		158,897	288,724	167,106	
Expenditures										
279-000-900-000	Printing and Publishing									
279-265-931-000	ADA Requirements									
279-336-740-000	Public Safety									
279-370-740-000	Haven Drop-In Center									
279-370-941-000	Building Demolition								30,000	
279-370-942-000	Slum/Slight Removal									
279-670-985-000	Sidewalks									
279-370-985-000	Code Enforcement									
279-681-740-000	Youth Services		18,545		8,992		8,192	11,467		
279-682-970-000	Senior Services		18,910				8,992	11,467	21,315	
279-801-821-000	Planning				8,995		7,945	11,901	7,105	
279-822-819-000	Rehab Housing		45,000					5,000	100,000	
279-822-950,000	Administrative Services		1,000		8,995		7,945	3,889	7,105	
Total Expenditures			411,166		119,895		158,897	218,724	167,106	
Net Income (Expense)			(283,397)							
Projected Fund Balance										

**Wayne County Health, Veteran & Community Wellness
Community Development Block Grant (CDBG) Program
2017 Grant Year Application**

Submit Electronically to, voucher@waynecounty.com

Due Date: March 3, 2017 at 4:30PM

Please complete the application in full. Use "0" or "N/A" instead of leaving a space blank. For additional assistance, please contact the Wayne County Community Wellness (CDBG) office at (313) 224-6418

Community Name: Charter Township of Van Buren **Contact Person:** Patrick Sloan

Contact Number: (248) 596-0920

TAXID No.: 38-6007135

DUNS Number: 057-874-174

FUNDING

Estimated 2017 CDBG Allocation	\$142,106
Estimated 2017 CDBG Program Income	\$ 5,000
Total Estimated 2017 Funding	\$147,106

ACTIVITIES

The Wayne County CDBG Program allows up to three (3) activities in addition to Planning and Administration. Wayne County will not approve more than three (3) Public Service, Economic Development or Infrastructure Improvement projects. Total public service activities may not exceed fifteen percent (15%) of the CDBG Allocation and total Planning/Administration may not exceed ten percent (10%) of the CDBG Allocation.

Communities can elect to have Wayne County retain Demolition or Housing rehabilitation funding to facilitate on the communities behalf through a subcontractor. Please specify in the appropriate category if you would like to retain Housing Rehabilitation and/or Demolition funds or if you elect Wayne County to retain those funds. If you elect to have Wayne County retain funding for Demolition, please specify each address and attach documentation showing that there is site control. If you elect to have Wayne County retain Housing Rehabilitation and/or Demolition funds, Wayne County will be responsible for Program Income and deed recordation.

	Contract Amount	Wayne County to Retain for Administration of the program	Estimated PI Costs	Total CDBG Costs
1 Public Facilities & Improvements	\$76,581	—	—	\$76,581
2 Demolition	\$30,000	—	—	\$30,000
3 Senior Services Coordinator	\$21,315	—	—	\$21,315
4 Administration*	\$ 7,105	—	—	\$ 7,105
5 Planning*	\$ 7,105	—	—	\$ 7,105
6 Housing Rehabilitation	—	—	\$ 5,000	—
Total Estimated 2017 Costs	\$142,106	—	\$ 5,000	\$147,106

***Combined total of Administration and Planning cannot exceed 10% of your total allocation**

Grantee Name: Charter Township of Van Buren

2017 CDBG Grant Year

If additional funds are granted, please identify which activity that funds should be awarded to:
Please increase the Public Facilities & Improvement activity funds if Van Buren Township's allocation is increased.

PROGRAM INCOME

Program Income includes but is not limited to the following: CDBG loan repayments, proceeds from a CDBG-assisted property or equipment sale, and gross income from the use of property improved or built with CDBG less costs incidental to the generation of the income.

Revolving Funds may be established to carry out specific activities that, in turn, generate payments to carry out the same activities. Revolving funds must be maintained in an interest-bearing account and the earned interest remitted to HUD soon after the end of the CDBG grant year on June 30.

All program income must be expended first, unless identified for a specific project that has been approved by Wayne County.

If you are electing to have Wayne County retain Demolition or Housing Rehabilitation funds to facilitate within your participating area, Wayne County will be responsible for all program income and deed recordation.

How will program income be treated if it is received (anticipated or not - select one)?

Returned to Wayne County

Retained in Revolving Fund(s) • specify the CDBG activity/activities:

Housing Rehabilitation

Retained in a separate interest-bearing account to pay the next incurred CDBG cost.

PUBLIC PARTICIPATION CHECKLIST

The U.S. Department of Housing and Urban Development (HUD) requires that the public is given opportunities to participate in planning activities to be funded by CDBG. Please include documentation of the following.

Notice of Public Hearing# 1 Date of Notice: 01/26/2017
The Notice must be published 10 days prior to the public hearing. Attach a copy of Public Notice or Affidavit of Publication.

Notice of Public Hearing# 2 Date of Notice: 01/26/2017
The Notice must be published 10 days prior to the public hearing. Attach a copy of Public Notice or Affidavit of Publication.

Proposed Statement Notice Date of Notice: 01/19/2017
The Proposed Statement must identify all the proposed finding and activity information including dollar amounts. Attach a copy.

Public Hearing Dates of Hearings: 02/07/2017 & 02/21/2017
Attach a copy of the public hearing minutes and a summary of the comments received and responses given.

Final Statement Notice Date of Notice: 02/23/2017
The Final Statement Notice must identify all the finding and activity information including dollar amounts reported earlier in this application. Attach a copy of the notice and a summary of the comments received and responses given.

Grantee Name: Charter Township of Van Buren 2017 CDBG Grant Year

CHARTER TOWNSHIP OF VAN BUREN DOWNTOWN DEVELOPMENT AUTHORITY		7/18/2017					DDA Review and approval: 07-25-2017 amended @ meeting	DDA Finance Committee July 18, 2017
		AUDITED	AUDITED				Township Board approval:	Board Presentation September 5, 2017
REVENUE		2015 Actual	2016 Actual	2017 Proposed	2017 Amended	2018 Proposed	Comments 2017 Amendments	Comments 2018 Proposed
247-000-403-000	Tax Capture	1,227,307	1,249,238	1,258,000	1,258,000	1,295,740		3%
247-000-664-000	Interest	54,653	55,137	36,500	50,000	50,000	Investment Income	Investment Income
	Tax Ref - MTT's - 2009-2012							
247-000-698-000	Bond Revenue							
247-000-698-001	Bond Sale					1,800,000	n-a	bond issue - bridge widening for pedestrian path
	Stabilization share appropriation	10,277	8,421		10,598		Due to pers property tax repeal-SofM method of giving back	Due to pers property tax repeal-SofM method of giving back
	Total Revenue	1,292,237	1,312,766	1,294,500	1,318,598	3,145,740		
	EXPENDITURES							
247-000-702-000	Director's Salary	75,735	76,789	75,464	75,464	77,351		2.50%
247-000-705-000	Employee Wages - Administrative	63,333	56,581	66,200	66,200	67,520	Dep. Director/Treasury/Bookkeeping/IT	Dep. Director(2.5%)/Treasury/Bookkeeping/IT
247-000-706-000	Employee Wages - Maintenance	23,460	23,460	24,633	24,633	25,249	DPW Reimbursement	DPW Reimbursement
247-000-719-000	Fringes	50,140	58,838	64,500	64,900	67,946	Director/Deputy/DPS/Treasury/Bookkeeping/IT	Director/Deputy/DPS/Treasury/Bookkeeping/IT
247-000-719-001	OPEB	-	-	-	165,003	165,000	retiree health recommended by auditor	retiree health recommended by auditor
247-000-727-000	Office Supplies	1,678	887	5,000	5,000	5,000	letterhead, envelopes, Belleville Rd. setup	letterhead, envelopes, Belleville Rd. setup
247-000-740-000	Operating Supplies	12,121	4,501	6,000	6,100	5,000	IT, Web Hosting, mobile phones	IT, Web Hosting, mobile phones
247-000-801-000	Auditing/Accounting	5,250	5,375	6,200	6,200	6,500	annual audit, continuing disclosure, required reporting	annual audit, continuing disclosure, required reporting
247-000-803-000	Legal Fees	3,470	8,827	9,000	9,000	10,000	Property Acquisition and General Counsel	General Counsel
247-000-805-000	Property Tax Refund	-	-	20,000	15,000	15,000	Potential MTT Exposure (If lose a tax tribunal) or tax refunds	Potential MTT Exposure (If lose a tax tribunal) or tax refunds
247-000-806-000	Parcel Maintenance Fee	17,176	17,176	17,176	17,176	17,176	Annual Assessing Reimbursement	Annual Assessing Reimbursement
247-000-810-000	Memberships and Dues	29,017	29,499	31,000	31,000	6,000	MDA, SEMCOG, ICSC, Crains, MML, Aerotropolis	MDA, SEMCOG, ICSC, Crains, MML
247-000-818-000	Secretary	-	-	-	-	-		
247-000-820-000	Engineering	15,903	44,981	20,000	50,000	50,000		
247-000-821000	Consultant	27,266	2,569	25,000	21,200	25,000	Website revisions/updates/design	Website revisions/updates/design
247-000-822-000	Public relations	44,427	38,396	47,000	47,000	47,000	Public Safety Day/Communication Assoc/Design Serv	Public Safety Day/Communication Assoc/Design Serv
247-000-860-000	Transportation	1,787	1,366	3,000	3,000	3,000	mileage reimbursement	mileage reimbursement
247-000-861-000	Training	4,133	2,075	3,000	3,500	3,500	MDA workshops, conference, ICSC, Cit. Planner, AED training	MDA workshops/conference/ICSC/grant writing/etc
247-000-900-000	Printing and Publishing	17,649	9,787	17,800	32,000	25,000	brochure inserts, community art brochure, advertisement(s) notices	brochure inserts, community art brochure, advertisement(s) notices
247-000-910-000	Insurance	4,332	4,200	4,600	4,600	4,600	MMRMA	MMRMA
247-000-910-001	Workmans Comp Insurance	658	736	1,000	700	800	MML	MML
247-000-920-000	Utilities	55,426	55,960	67,500	69,000	75,000	Electric/Water/gas/ Streetlights	Electric/Water/gas/ Streetlights
247-000-956-000	Other	8,967	1,839	4,100	32,500	6,000	2017-1/3 cost copier-asbestos Belleville Rd Taxes	
247-000-970-000	Capital Outlay	72,030	162,260	-	9,000	60,000	AED DDA apvl 4-25-2016	Phone system contribution & copier for Belleville Rd
247-000-971-000	Placemaking - Site Improvements				250,000	871,020	retention/detention, concrete, bitumius paving, demolitions, etc.	retention/detention, concrete, bitumius paving, demolitions, etc.
247-000-971-001	Placemaking - Construction				250,000	1,045,000	office area, garage, wood shop, barn & restrooms	office area, garage, wood shop, barn & restrooms
247-000-973-000	Sewer Extension (grant match-Ecorse)	-	-	-	-	-	n-a	n-a
247-000-974-000	Amenities Fund	-	6,312	50,000	15,000	85,000	Sculptures and signs	Wayfinding/signage/sculptures
247-000-975-000	Pedestrian Bridge	-	-	175,000	-	2,000,000	Pedestrian Crossing, may actually occur in States FY 2018	Pedestrian Crossing over I-94
247000-976-000	Sidewalks	317,245	-	25,000	25,000	25,000	installation and/or repair	sidewalk repairs
247-000-977-000	Belleville Rd. Intersection	473,545	-	-	-	-	n-a	n-a
247-000-977-002	Rights-of-Way	25,281	270,631	175,000	100,000	100,000	appraiser, record deed, land split, purchase	
247-000-977-003	Belleville/Ecorse Landscape	278,505	56,142	-	-	-	approved additional landscape requested by Wayne Co.	n-a
247-000-977-004	Traffic Signalization	46,714	-	-	-	-	n-a	n-a
	Belleville Road Placemaking	500	7,069	1,450,000	-	-	Accounting suggested new line items	Accounting suggested new line items
247-000-978000	Street Lighting	-	-	10,000	125,000	100,000	replacement parts, LED conv, ped crossing	replacement parts, LED conv, ped crossing

	2014	2015 Actual	2016 actual	2017 Proposed	2017 Amended	2018 proposed	Comments - 2017 amendments	Comments 2018 Proposed
247-000-979-000	Belleville Rd. Streetscape	23,593	14,408	20,000	20,000	20,000	Tree/Fence Replacements	Tree/Fence Replacements
247-000-979-001	Streetscape Maintenance	27,825	28,018	40,000	48,500	45,000	add'l locations for grass cuts in county rights-of-way & DDA prop	add'l locations for grass cuts in county rights-of-way & DDA prop
247-000-980-000	Property Acquisition	8,923	88,160	-	343,940	-	placemaking & rights-of-way	n-a
247-000-981-000	Tyler Road Park	-	-	-	-	-	n-a	n-a
247-000-992-000	Cost of Issuance	-	-	-	-	200,000	n-a	n-a
247-000-994001	Bnd Principal Payment - 2018	-	-	-	-	100,000	n-a	Bond Payments through 2032 for Pedestrian overpass
247-000-994-004	Bnd Principal Payment - 2012	195,000	200,000	200,000	200,000	205,000	Bond Payments through 2032 for intersection	Bond Payments through 2032 for intersection
247-000-994-005	Bnd Principal Payment - 2014	105,000	105,000	110,000	110,000	110,000	Bond Payments through 2032 for Belleville Rd traffic signals/ADA	Bond Payments through 2032 for Belleville Rd traffic signals/ADA
247-000-995001	Interest Expense - 2018	-	-	-	-	80,000	n-a	potential bond payment interest
247-000-995-004	Interest Expense - 2012	145,325	141,425	137,425	137,425	133,425	Bond payment interest	Bond payment interest
247-000-995-005	Interest Expense - 2014	82,363	80,263	77,113	77,113	73,813	Bond payment interest	Bond payment interest
247-000-996-000	Handling Fees and Paying Agent	5,391	4,799	6,500	5,750	8,000		
	Total Expenditures	2,269,165	1,606,321	2,994,211	2,463,904	5,968,900		
	Net Income (Exp)	(976,928)	(293,525)	(1,699,711)	(1,145,306)	(2,823,180)		
	Beginning Fund Balance	8,106,042	7,129,114	5,108,553	6,835,589	5,690,283		
	Total Net Income (expenses)	(976,928)	(293,525)	(1,699,711)	(1,145,306)	(2,823,180)		
	Ending Fund Balance	7,129,114	6,835,589	3,408,842	5,690,283	2,867,124		
	Fund Balance Project Designations	2015 Actual	2016 Actual	2017 Proposed	2017 Amended	2018 Proposed	Comments 2017 Amendments	Comments 2018 Proposed
	OPEB				-	77,260	OPEB	OPEB
	Belleville/Ecorse - 2012 Bond fund	120,000	-					
	Designated Bond Reserve-2018					250,000	n-a	required
	Designated Bond Reserve - 2012	350,000	350,000	350,000	350,000	350,000	required	required
	Designated Bond Reserve 2014	190,000	190,000	190,000	190,000	190,000	required	required
	Designated Streetscape Mainten	250,000	300,000	304,000	314,263	367,000	DDA maintenance commitments to Wayne County	DDA maintenance to Wayne County
	Designated Public Safety	400,000	150,000	150,000	180,000	180,000		
	Public Facilities (Maintenance)	700,000	234,400	125,000	400,000	348,924	repairs to DDA owned property	repairs to DDA owned property
	Designated Amenities	200,000	212,500	113,500	300,000	169,500	Community Art, Information signage	Community Art, Information signage
	Designated Property Acquisition	995,000	350,000		320,000	58,000		
	Designated Public/Private Partnership	900,000	2,750,000	2,000,000	300,000	300,000	I-94 Ped Crossing - State of Michigan/SEMCOG/2018/match prog.	grant match
	Designated Placemaking		1,550,000	-	1,991,020	188,000		If something unexpected happens
	Marketing Retention & Recruitment	326,612	225,000	120,000	195,000	187,500		
	Designated Ecorse to Tyler	1,800,000	523,665	56,342	1,150,000	200,940	Wayne Co. rights-of-way acquisition - Belleville Road	
	Undesignated	897,502	25	0	0	(0)		
	Total Fund Balance	7,129,114	6,835,589	3,408,842	5,690,283	2,867,124		
	LIABILITIES							
	Deferred Revenue - Sidewalk Fund				15,000	15,000	sidewalk bank	sidewalk bank

Charter Township of Van Buren
LDFA Fund

		2015	2016	2017	2017	2018
		Actual	Actual	Budget	Amended	Proposed
Revenue:						
251-000-403-000	Property Tax Capture	520,812	526,111	502,043	514,045	650,405
251-000-573-000	Local Comm Stabilization Approp.	15,731	75,561	99,659	62,131	96,178
251-000-664-000	Interest Income	29,269	633	500	500	4,634
251-000-698-000	Bond Sales Proceeds	12,190,000	-	-	-	-
251-000-699-000	Bond Premium	820,737	-	-	-	-
251-000-	Transfer In for debt service	-	-	-	-	-
	Total Revenue	<u>13,576,549</u>	<u>602,305</u>	<u>602,202</u>	<u>576,676</u>	<u>751,217</u>
Expenditures:						
251-000-702-000	Director Salary	2,000	2,000	2,000	2,000	2,000
251-000-703-000	Secretary	2,000	2,000	2,000	2,000	2,000
251-000-705-000	Employee Wages -Administrative	3,000	3,000	3,000	3,000	3,000
251-000-719-000	Allocated Fringes	1,000	1,000	1,000	1,000	1,000
251-000-727-000	Office Supplies	-	-	-	-	-
251-000-728-000	Postage	-	-	-	-	-
251-000-801-000	Auditing/Accounting	6,465	3,925	5,000	5,000	5,000
251-000-802-000	Attorney Fees	80,191	108,061	100,000	100,000	100,000
251-000-803-000	Consultant	750	6,075	1,000	1,000	1,000
251-000-956-000	Other	2,044	239	2,000	2,000	2,000
251-000-972-000	Corse/Hannan Rd. Improve	-	-	-	-	-
251-000-992-000	Bond Issuance Costs	174,056	-	-	-	-
251-000-994-000	Bond Principal	575,000	-	-	-	-
251-000-994-001	Deposit with Bond Escrow Agent	17,352,681	-	-	-	-
251-000-995-000	Interest Expense	420,701	552,925	521,081	521,081	521,081
251-000-996-000	Handling Fees	300	500	300	301	500
	Total Expenditures	<u>18,620,189</u>	<u>679,725</u>	<u>637,381</u>	<u>637,382</u>	<u>637,581</u>
	Net Income (Expense)	<u>(5,043,640)</u>	<u>(77,420)</u>	<u>(35,179)</u>	<u>(60,706)</u>	<u>113,636</u>
	Beginning Fund Balance	5,789,022	745,383	653,030	667,962	607,256
	Excess of revenues over expenses	<u>(5,043,640)</u>	<u>(77,420)</u>	<u>(35,179)</u>	<u>(60,706)</u>	<u>113,636</u>
	Fund Balance (Deficit)	<u>745,383</u>	<u>667,962</u>	<u>617,851</u>	<u>607,256</u>	<u>720,892</u>

Federal Forfeiture Fund

	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2017 Amended	2018 Proposed
Previous Fund Balance	<u>79,358</u>	<u>94,184</u>	<u>33,023</u>	<u>8,550</u>	<u>8,563</u>	<u>36,026</u>	<u>36,041</u>	<u>38,883</u>	<u>38,878</u>	<u>24,873</u>	<u>24,925</u>	<u>24,920</u>
Revenue												
265-000-499-000 Forfeitures	13,655	0	0	0	27,452	0	2,834	0	0	0	0	0
265-000-664-000 Interest	1,476	368	75	26	37	62	64	59	43	45	45	45
Total Revenue	<u>15,131</u>	<u>368</u>	<u>75</u>	<u>26</u>	<u>27,489</u>	<u>62</u>	<u>2,898</u>	<u>59</u>	<u>43</u>	<u>45</u>	<u>45</u>	<u>45</u>
Expenditures:												
265-000-956-000 Other	0	61,270	0	0	0	0	0	0	0	0	0	0
265-000-970-000 Capital Outlay	0	0	24,491	0	0	0	0	0	13,950	0	0	0
265-000-996-000 Handling Fees	305	259	57	13	26	47	56	64	46	50	50	50
Total Expenditures	<u>305</u>	<u>61,529</u>	<u>24,548</u>	<u>13</u>	<u>26</u>	<u>47</u>	<u>56</u>	<u>64</u>	<u>13,996</u>	<u>50</u>	<u>50</u>	<u>50</u>
Net Income (Expense)	<u>14,826</u>	<u>(61,161)</u>	<u>(24,473)</u>	<u>13</u>	<u>27,463</u>	<u>15</u>	<u>2,842</u>	<u>(5)</u>	<u>(13,953)</u>	<u>(5)</u>	<u>(5)</u>	<u>(5)</u>
Projected Fund Balance	<u>94,184</u>	<u>33,023</u>	<u>8,550</u>	<u>8,563</u>	<u>36,026</u>	<u>36,041</u>	<u>38,883</u>	<u>38,878</u>	<u>24,925</u>	<u>24,868</u>	<u>24,920</u>	<u>24,915</u>
2016 Capital Outlay: Badge replacement	\$ 14,000											

State Forfeiture Fund	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2017 Amended	2018 Proposed
Previous Fund Balance	43,890	59,426	214,759	225,383	301,332	360,758	341,710	263,087	209,378	140,178	167,904	170,820
Revenue:												
266-000-499-000 Forfeitures	47,439	170,342	90,417	87,265	67,964	122,911	8,415	21,278	21,349	15,000	15,000	17,000
266-000-664-000 Interest	947	797	860	806	599	606	482	347	272	200	200	250
266-000-673-000 Sale Of Fixed Assets	0	0	7,796	0	0	1,150	850	0	0	0	0	0
Total Revenue	48,386	171,139	99,073	88,071	68,563	124,667	9,747	21,625	21,621	15,200	15,200	17,250
Expenditures												
266-000-740-000 Supplies	0	0	12,849	4,626	1,129	0	9,795	1,914	0	5,000	5,000	0
266-000-862-000 K-9 Cost	0	0	0	0	0	0	0	0	0	0	0	16,100
266-000-86:UJ00 K9 Fees	6,177	3,105	3,584	4,413	0	0	0	165	0	0	0	5,000
266-000-864-000 Wayne County Prosecutor	1,040	6,854	500	412	245	2,403	0	87	1,000	2,000	2,000	1,500
266-000-956-000 Other, undercover operations	3,891	5,519	6,874	2,362	7,307	7,356	60	0	143	5,000	5,000	1,000
266-000-970-000 capital Outlay	21,742	0	64,124	0	0	133,456	78,083	11,111	61,668	0	0	0
266-000-996-000 Handling Fees	0	328	518	309	456	500	432	391	284	284	284	284
Total Expenditures	32,850	15,806	88,449	12,122	9,137	143,715	88,370	75,334	63,095	12,284	12,284	23,884
Net Income (Expense)	15,536	155,333	10,624	75,949	59,426	(19,048)	(78,623)	(53,709)	(41,474)	2,916	2,916	(6,634)
Projected Fund Balance	59,426	214,759	225,383	301,332	360,758	341,710	263,087	209,378	167,904	143,094	170,820	164,186

Charter Township of Van Buren

	2009 Audited	2010 Audited	2011 Audited	2012 Audited	2013 Audited	2014 Audited	2015 Audited	2016 Audited	2017 Budget	2017 Amended	2018 Proposed
E911 Fund											
Previous Fund Balance	598,635	632,586	508,120	242,611	274,385	284,089	285,416	255,422	183,067	206,490	116,225
Revenue:											
261-000-664-000 Interest	2,850	2,096	1,321	280	303	772	250	261	225	235	240
261-000-671-000 911 Revenue	112,324	79,810	191,902	196,225	194,641	161,305	134,537	130,126	160,000	130,000	130,000
261-000-672-000 PSAP State of MI 911	0	0	9,650	11,174	0	0	(4,423)	8,334	0	0	0
261-000-673-000 Training Revenue	0	0	0	0	0	0	0	0	0	0	0
Total Revenue	115,174	81,906	202,873	207,679	194,945	161,577	130,284	138,721	160,225	130,235	130,240
Expenditures:											
261-000-861-000 Training	0	0	1,020	0	0	0	0	0	0	0	0
261-000-933-000 Repairs & Maintenance	0	0	6,800	0	0	0	0	0	10,000	0	0
261-000-957-000 Transfer to General Fund	80,000	160,000	460,000	175,600	185,000	160,000	160,000	160,000	160,000	160,000	160,000
26-1-000-970-000 Capital Outlay	0	45,035	0	0	0	0	0	89,658	0	60,300	0
261-000-970-001 Reimbursement, DDA	0	0	0	0	0	0	0	(62,260)	0	0	0
261-000-996-000 Handling Fees	1,223	1,337	562	305	241	250	277	255	200	200	200
Total Expenditures	81,223	206,372	468,382	175,905	185,241	160,250	160,277	187,653	170,200	220,500	160,200
Net Income (Expense)	33,951	(124,466)	(265,509)	31,774	9,704	1,327	(29,993)	(48,932.0)	(9,975.0)	(90,265.0)	(29,960.0)
Projected Fund Balance	632,686	508,120	242,611	274,385	284,089	285,416	255,423	206,490	173,092	116,225	86,265

2009 - Cost of a dispatcher

2010 - Cost of two dispatchers

Capital Outlay is for Fire Department radios,

2011 • Additional 911 Revenue due to delay in Wayne Co forwarding funds timely for prior years.

\$160,000 cost of 2 dispatchers and \$300,000 for portion of radiocost(dispatch)

2012. \$160,000 cost of 2 dispatchers and \$15,600 Police Car Laptop Purchases

2013 • \$160,000 cost of 2 dispatchers and \$25,000 Radio Usage Charges

2014. \$160,000 cost of 2 dispatchers

2015-\$160,000 cost of 2 dispatchers

2016 • cost of 2 dispatchers and Capital outlay is for dispatcher consoles

Charter Township of Van Buren
Landfill Fund

	2015	2016	2017	2017	2018
	Actual	Actual	Budget	Amended	Proposed
Previous Fund Balance	<u>4,316,193</u>	<u>5,207,390</u>	<u>6,025,090</u>	<u>6,322,530</u>	<u>5,728,593</u>
Revenue:					
260-000-403-000 Property Tax Revenue - Harmony Lane	97,551	80,664	81,482	81,482	85,354
260-000-403-001 Property Tax Revenue - Venetian	12,452	24,802	18,981	18,981	19,218
260-000-403-002 Property Tax Revenue- McBride	-	-	-	-	19,081
260-000-654 Guarantee 20a Supplement	196,068	196,007	196,000	196,000	196,000
260-000-655 Public Safety	200,000	200,000	200,000	200,000	200,000
260-000-656 Parks/RecreationRecreation	100,000	100,000	100,000	100,000	100,000
260-000-657 Environmental	50,000	50,000	50,000	50,000	50,000
260-000-660 Gate Yard Fees	3,243,477	3,454,530	2,500,000	3,000,000	3,000,000
260-000-661 Hazardous Waste Agreement	-	-	-	-	-
260-000-664 Interest	36,824	38,856	64,848	64,848	46,957
260-000-664-001 Interest Income - (Paving Assessment)	10,063	9,975	9,192	9,192	6,443
260-000-687 Miscellaneous (Paving Assess Payoffs)	11,649	9,997	-	-	-
260-000-688 Transfer from Lohr Road	-	-	-	-	-
260-000-689 Transfer from Water Fund	-	-	-	-	-
Total Revenue	<u>3,958,084</u>	<u>4,164,831</u>	<u>3,220,503</u>	<u>3,720,503</u>	<u>3,723,053</u>
Expenditures:					
260-000-956 Other, Transfer General Fund	1,814,549	2,585,426	3,746,902	3,746,902	1,450,000
260-000-956-001 Transfer to Long Term Debt	-	-	-	-	2,500,000
260-000-957 Bond Payments (interest/principle)	-	-	-	-	-
260-000-959 Transfer to Belle Harb/Lake Crest	-	-	-	-	-
260-000-970-000 Capital Outlay - Venetian	526,649	12,210	-	-	-
260-000-970-001 Capital Outlay - Venetian Reimburse	(187,500)	(243,587)	-	-	-
260-000-970-002 Capital Outlay - Walden Woods	161,289	212,444	-	2,000	-
260-000-970-003 Capital Outlay - Walden Woods Reimburse	(54,000)	(321,634)	-	-	-
260-000-970-004 Capital Outlay - McBride	-	-	-	40,000	887,035
260-000-970-005 Capital Outlay - McBride Reimburse	-	-	-	(277,500)	(554,128)
260-000-970-006 Capital Outlay - Fire	-	-	-	-	1,036,899
260-000-994 Bond Principal Payments	325,000	335,000	350,000	350,000	365,000
260-000-995 Bond Interest Payments	127,934	114,609	100,539	100,539	86,101
260-000-996 Handling Fees	2,966	5,223	2,500	2,500	2,500
260-301-956 Public Safety	200,000	200,000	200,000	200,000	200,000
260-622-956 Environmental	50,000	50,000	50,000	50,000	50,000
260-718-956 Parks/Recreation	100,000	100,000	100,000	100,000	100,000
Total Expenditures	<u>3,066,886</u>	<u>3,049,691</u>	<u>4,549,941</u>	<u>4,314,441</u>	<u>6,123,407</u>
Net Income (Expense)	<u>891,198</u>	<u>1,115,140</u>	<u>(1,329,438)</u>	<u>(593,938)</u>	<u>(2,400,355)</u>
Projected Fund Balance	<u>5,207,390</u>	<u>6,322,530</u>	<u>4,695,652</u>	<u>5,728,593</u>	<u>3,328,238</u>

Museum	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2016 Actual	2017 Budget	2017 Amended	2018 Proposed
Projected Fund Balance	9,810	6,044	9,151	11,348	2,802	12,273	5,223	9,388	13,599	7,897	11,822	9,288	9,288
Revenue:													
250-000-650-000 Community's Contributions	64,000	64,000	64,000	49,000	42,000	48,300	63,500	71,000	61,500	60,500	60,500	60,500	60,000
250-000-664-000 Interest	709	101	62	61	87	22	56	136	160	65	65	65	150
250-000-664-001 Donation (Artley)	0	0	0	0	0	0	0	5,000	6,000	6,000	6,000	6,000	6,000
250-000-670-000 Museum Revenue	17,431	27,673	25,992	15,514	21,368	16,884	9,149	1,861	4,832	6,960	10,323	4,500	4,500
Total Revenue	82,140	91,774	90,054	64,575	63,455	65,206	72,705	77,997	72,492	73,525	76,888	70,650	70,650
Expenditures:													
250.000-702-000 Museum Director	51,248	52,456	52,708	44,875	33,570	37,314	37,204	37,118	37,677	39,552	39,552	40,540	40,540
250-000-719-000 Allocated Fringes	1853	18,490	19,639	11,437	2,568	12,908	16,545	16,373	17,977	17,000	17,000	17,900	17,900
250-000-727-000 Office Supplies	1,255	1,500	1,106	1,308	852	1,333	1,088	2,338	2,180	2,000	2,000	2,000	2,000
250-000-740-000 Archival/Catalog Supplies	294	2,483	233	0	540	3,163	148	246	263	500	500	500	500
250-000-742-000 Gift Shop	326	230	315	788	168	561	989	1,136	325	300	300	300	300
250-000-743-000 Exhibits	7	139	284	50	411	4,858	36	295	411	300	300	300	300
250-000-743-001 Workshops	215	300	239	220	333	291	(81)	186	602	450	450	400	400
250-000-744-000 Trip Expenses	288	0	0	175	0	0	0	0	0	0	0	0	0
250-000-810-000 Memberships and Dues	355	250	485	455	645	375	560	730	630	525	525	525	525
250-000-821-000 Consultant	0	0	0	0	0	0	0	4,100	6,160	6,000	6,000	6,000	6,000
250-000-850-000 Telephone	1,402	1,351	1,433	1,621	1,959	1,297	1,606	1,922	3,107	2,000	2,000	2,000	2,000
250-000-860-000 Transportation	0	0	0	0	0	0	0	0	0	0	0	0	0
250-000-861-000 Training	0	0	0	361	0	0	0	0	0	0	0	0	500
250-000-881-000 Historical Society Events	414	1,101	550	0	1,430	953	156	804	399	500	500	500	500
250-000-900-000 Printing and Publishing	2,120	2,000	2,172	2,090	2,400	403	5,075	182	1,795	3,000	3,000	3,000	3,000
250-000-910-000 Insurance	695	695	695	695	695	695	695	695	695	695	695	695	695
250-000-920-000 Utilities	565	5,873	4,036	7,118	1,605	152	465	4,217	3,404	5,300	5,300	5,300	5,300
250-000-931-000 Building Maintenance	2,713	2,814	3,186	2,507	2,395	2,901	1,940	942	627	1,000	1,000	1,000	1,000
250-000-932-000 Bldg Maintenance, VB Twp	800	800	800	802	800	800	818	834	0	0	0	0	0
250-000-956-000 Other	955	0	0	998	555	106	88	263	504	200	200	200	200
250-000-957-000 Bricks, Signs	0	0	0	0	0	0	0	0	0	0	0	0	0
250-0-0-970-000 Capital Outlay	0	0	0	0	0	0	965	8,010	(2,648)	5,000	5,000	0	0
250-000-970-001 Capital Outlay, donation	0	0	0	0	0	0	(3,600)	(6,745)	0	(5,000)	(5,000)	(6,000)	(6,000)
250-000-996-000 Handling Fees	0	40	40	21	58	143	48	140	161	100	100	100	100
Total Expenditures	85,906	88,603	87,921	73,121	53,984	72,254	68,640	73,786	74,269	79,422	79,422	75,760	75,760
Net Income (Expense)	3,766	3,170	2,133	(8,546)	9,471	(7,048)	4,165	4,211	(1,777)	(5,897)	(2,534)	(5,110)	(5,110)
Projected Fund Balance	6,044	9,215	11,348	2,802	12,273	5,225	9,388	13,599	11,822	2,000	9,288	4,178	4,178
Community contributions:													
City of Belleville	18,000	18,000	18,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
City of Belleville, DOA	14,000	14,000	14,000	7,000	0	0	1,500	2,000	500	1,500	1,500	1,000	1,000
Sumpter Township	0	0	0	0	0	0	0	10,000	10,000	10,000	10,000	10,000	10,000
Van Buren Twp, shortfall	0	0	0	0	0	6,300	20,000	17,000	8,000	7,000	7,000	7,000	7,000
Van Suren Twp	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000
Total	64,000	64,000	64,000	49,000	42,000	48,300	63,500	71,000	61,500	60,500	60,600	60,000	60,000
Donation (M[ey])	0	0	0	0	0	0	0	0	69,533				
								2015	(5,000)				
								2016	(6,000)				
								2017	(6,000)				
								2018	(6,000)				
								Balance					

Long Term Debt Fund

**2018
Proposed**

Previous Fund Balance		<u>0</u>
Revenue		
301-000-664-000	Interest	40,000
301-000-688-000	Transfer from Landfill Fund	2,500,000
301-000-689-001	Transfer from General Fund	<u>1,500,000</u>
Total Revenue		4,040,000
Expenditures:		
301-000-996-000	Handling Fees	<u>500</u>
Total Expenditures		<u>500</u>
Net Income (Expense)		<u>4,039,500</u>
Projected Fund Balance		<u>4,039,500</u>

This page intentionally left blank

Glossary



Actual Budget: The budgeted expenses and revenues of the base year as adjusted to reflect

Appropriation: The amount of spending for a program legally authorized by the General Assembly.

Budget Amendment: A proposal to change the dollar amount of an appropriation after the budget has already been passed by the General Assembly.

Budget Cycle: A period of time in which a specific budget is affected, usually 12 months. See fiscal year.

Budget Public Hearings Act: Requires that the Township hold a public hearing on its proposed budget. Notice must be given in a newspaper or general circulation within the Township at least six days prior to the hearing.

Budget Unit: A department, board, commission, office, institution, or other unit of organization that has, under general law, an independent existence, and thus is authorized to receive and expend an appropriation. A department or agency may have one or more budget units in the Appropriations bill.

Capital Expenditure: An expenditure for the acquisition or construction of buildings or other fixed assets, or for other tangible assets with a useful life of at least fifteen years.

Charter Township Act: Passed in 1947 by the State of Michigan, the Act affords the Township added local discretions, general taxing power, and greater territorial integrity.

Contract: A formal agreement, with appropriate approvals, between the Township and an independent contractor for outside vendor services or products.

Contractual Services: Services provided by a business, organization, or individual who is not a Township employee such as: communication, printing, advertising, utilities, repairs, equipment rentals or lease/purchases, and professional services.

Cost of Living Adjustment (COLA): Salary increases to reflect increases in the cost of living which are based on negotiations rather than merit or longevity.

Current Restricted Funds: Funds that may be used only for restricted purposes. These consist principally of grants and donations for particular purposes .

Current Unrestricted Funds: Funds that may be used without restriction.

Dedicated Funds: Funds collected from a specific revenue source that must be appropriated for a specific expenditure. An example is motor fuel tax funds, which must be constitutionally appropriated for programs related to providing and maintaining an adequate system of public roads and bridges.

Encumbrance: A commitment against allotment for legally binding purchase orders and contracts representing goods and services which have not yet been received. Encumbrances become expenditures and liabilities only when the goods and services are actually received.

Enterprise Funds: Funds maintained to support commercial-type operations such as public utilities, where the costs of providing the services are financed by user charges.

Expenditure: Cash paid or to be paid for the purchase of an item or for a service performed.

Fees: Charges associated with using a particular service provided by government to its citizens. The charge generally recovers the cost of providing the service.

Fiscal Year (FY): The calendar on which the Township operates for financial purposes.

Fringe Benefits: Benefits that are provided to Township employees over and above their salaries as an inducement to employment. These benefits include retirement, health insurance, and employer Social Security contributions.

Fund: A separate accounting entity, maintained for a particular purpose, for which transactions are subject to legal or administrative restrictions. This term is distinguished from funding or funds, which usually refer to the amount of dollars contained in a fund.

General Fund: General unrestricted revenues of the Township government, or funds whose use is not restricted to a specific purpose.

Grants: Funds disbursed by the state directly to units of local government, non-profit corporations, and to individuals for specific purposes.

Indirect Costs: Overhead expenditures which cannot be directly charged to the program providing services. Indirect costs represent administrative and support services an agency provides (such as budgeting, accounting and purchasing) to allow the direct delivery of services.

Memorandum of Understanding (MOU): Agreements which are often used between agencies in contracting for goods or services or for establishing policies and procedures.



Operating Budget: A plan for the yearly distribution of state resources for the ongoing operations of Townships programs.

Operating budget appropriations are made for one fiscal year and any unexpended or obligated funds lapse, i.e., revert to the fund from which they were appropriated, at the end of the fiscal year.

Operating Expenditure: As distinguished from “capital expenditures,” are expenses of ongoing operations of government and other expenditures that do not result in a tangible fixed asset with a useful life of at least fifteen years.

Performance Measures: Measures show progress toward the accomplishment of objectives and provide the yardstick by which programs are evaluated. Measures describe effectiveness, efficiencies, or output of programs.

Position: An authorized job slot. Since a position may or may not be filled, a position is not equivalent to an employee.

Reimbursable Funds: Funds transferred among agencies as payments for services provided by one agency to another.

Revenues: Taxes, fees and sales, etc. that are collected by the Township and are available for expenditure in a budget.

Special Funds: Revenues dedicated to a specific purpose, such as licensing fees or certain tax revenues that may only be used for the purposes designated by law.

Budget Recap

Charter Township of Van Buren

Recap	2015 Actual	2016 Actual	2017 Budget	2017 Amended	2018 Proposed
All General Fund Revenue/Transfers:	\$ 13,758,891	\$ 14,328,506	\$ 14,884,926	\$ 15,603,828	\$ 15,357,603
Expenditures:					
Township Board	274,388	309,295	321,683	321,683	1,821,729
Supervisor's Office	191,267	194,142	356,850	310,200	320,950
Elections	69,875	105,204	160,500	113,699	139,800
Accounting	47,392	51,695	55,000	80,000	55,000
Attorney	262,340	215,529	240,000	240,000	240,000
Clerk's Office	430,964	486,352	421,626	394,346	397,769
IT Department	346,667	365,822	388,471	383,326	536,011
Assessing	180,038	180,917	226,676	228,582	238,658
General Office	83,304	95,584	106,000	94,000	98,500
Treasurer's Office	279,685	293,273	345,345	337,847	353,238
Building and Grounds	1,007,998	1,214,366	1,275,128	1,252,095	1,241,143
Cemetery	14,732	27,863	29,980	23,700	24,500
Police Department	5,024,381	5,259,723	5,728,425	5,723,425	5,861,450
Dispatch	723,982	731,567	847,300	842,436	825,436
Ordinance/Animal Control	181,615	207,091	333,600	333,600	291,900
Fire Department	1,534,389	1,582,208	1,759,386	1,645,059	1,991,897
Planning/Building Department	735,716	757,551	915,611	852,111	809,350
Public Services	219,266	254,117	242,000	280,500	270,500
Recreation Department	416,505	408,448	452,506	452,506	479,808
Senior Citizens Department	190,326	223,417	231,464	224,960	210,687
Cable Department	94,430	96,689	193,400	191,400	190,923
Park & Lake Department	61,559	79,629	144,945	143,245	142,913
Dam-French Landing	1,147	1,435	0	0	0
Insurance and Fringes	789,181	827,100	727,000	882,000	862,000
Total	<u>13,161,147</u>	<u>13,969,017</u>	<u>15,502,896</u>	<u>15,350,720</u>	<u>17,404,162</u>
Net Income (Expense)	<u>\$ 597,744</u>	<u>\$ 359,488</u>	<u>\$ (617,970)</u>	<u>\$ 253,109</u>	<u>\$ (2,046,561)</u>
Use from General Fund Fund Balance			\$ 617,970	\$ (253,109)	\$ 546,561
From General Fund Fund Balance to create Long Term Debt Fund			0	0	1,500,000
			<u>\$ 617,970</u>	<u>\$ (253,109)</u>	<u>\$ 2,046,561</u>

**Charter Township of Van Buren
Changer in Fund Balance**

	2016 Actual	2017 Budget	2017 Amended	2018 Proposed
Revenue:				
Audited Revenue	11,233,080	0	0	0
Budgeted Revenue	0	10,628,024	11,346,926	13,397,602
Total Revenue	<u>11,233,080</u>	<u>10,628,024</u>	<u>11,346,926</u>	<u>13,397,602</u>
Expenditures:				
Audited Expenditures	13,969,017	0	0	0
Budgeted Expenditures	0	15,502,896	15,350,720	17,404,162
Total Expenditures	<u>13,969,017</u>	<u>15,502,896</u>	<u>15,350,720</u>	<u>17,404,162</u>
Net Income (Expense)	(2,735,937)	(4,874,872)	(4,003,794)	(4,006,560)
Other Financing Sources:				
Operating Transfer - Landfill	2,935,429	4,096,902	4,096,902	1,800,000
E-911 Fund	160,000	160,000	160,000	160,000
Total Other Financing	<u>3,095,429</u>	<u>4,256,902</u>	<u>4,256,902</u>	<u>1,960,000</u>
Excess of Revenue & Other Sources Over (Under) Expenditures	<u>359,488</u>	<u>(617,970)</u>	<u>253,108</u>	<u>(2,046,561)</u>
Prior Fiscal Fund Balance	5,619,427	5,978,916	5,978,915	6,232,023
Net Fiscal Income (Expense)	<u>359,488</u>	<u>(617,970)</u>	<u>253,108</u>	<u>(2,046,561)</u>
Projected Fiscal Fund Balance	<u>5,978,915</u>	<u>5,360,946</u>	<u>6,232,023</u>	<u>4,185,462</u>

		2015	2016		2017	2017	2018
		Actual	Actual		Budget	Amended	Proposed
101-000-403-000	Current Property Taxes	786,329	815,676		799,370	800,000	815,000
101-000-417-000	Delq Pers Property Taxes	3,598	7,678		4,000	4,000	3,000
101-000-428-000	Public Safety Revenue	3,474,605	3,594,147		3,498,800	3,510,000	5,790,000
101-000-445-000	Interest and Penalties	8,780	6,323		6,000	6,000	7,500
	Total Tax Revenue	4,273,312	4,423,824		4,308,170	4,320,000	6,615,500
101-000-455-000	Trailer Fees	7,965	8,958		6,000	8,000	8,000
101-000-477-000	Building Permits	828,643	380,456		400,000	450,000	427,000
101-000-478-000	Electrical Permits	84,471	68,980		62,000	62,000	71,000
101-000-479-000	Heating Permits	61,955	58,563		52,000	52,000	62,000
101-000-480-000	Plumbing Permits	33,258	33,325		31,000	31,000	36,000
101-000-481-001	Sewer/Water Inspections	270	-		500	-	500
101-000-481-002	Permit Deposits	9,776	-		9,000	-	-
101-000-482-000	Tree Removal Permits	2,805	137,900		2,000	81,500	2,000
101-000-483-000	Other Licenses & Permits	4,220	9,540		8,000	8,000	8,000
101-000-484-000	Charges for Services & Fees	22,637	12,201		15,000	150,000	15,000
101-000-485-001	Planning/Engineering Revenue	48,645	42,908		45,000	35,000	45,000
101-000-486-000	Sales, Other, Zoning Books	663	455		500	200	500
	Total Licenses & Permits	1,105,308	753,285		631,000	877,700	675,000
101-000-574-001	Sales Tax-Constitutional	2,165,613	2,221,780		2,150,000	2,300,000	2,250,000
101-000-574-003	Sales Tax-Statutory	-	-		-	-	-
101-000-575-000	Liquor License Permits	13,613	13,824		13,500	13,500	13,500
101-000-576-000	State of MI. Metro Authority	9,653	13,785		13,500	13,500	13,500
101-000-577-000	State of MI. EVIP	123,279	123,279		123,200	123,200	123,200
101-000-578-000	State of MI - Essential Services	-	113,094		-	113,000	113,000
	Total State Shared Revenue	2,312,158	2,485,762		2,300,200	2,563,200	2,513,200

		2015	2016		2017	2017	2018
		Actual	Actual		Budget	Amended	Proposed
101-000-601-000	Dog Licenses	4,493	4,171		4,400	4,400	4,400
101-000-602-000	Board and Care of Dogs	-	-		-	-	-
101-000-603-000	Animal Adoptions	-	-		-	-	-
101-000-608-000	Property Tax Administration	407,907	398,657		400,000	400,000	420,000
101-000-627-000	Duplicating and Photo Copies	6,260	2,090		2,200	2,200	2,500
101-000-628-000	Fire Department	1,033	3,300		2,500	2,500	2,500
101-000-628-001	Fire Department, Plan Review	6,651	7,690		7,200	7,200	7,200
101-000-629-000	Police Department	54,476	32,183		35,000	35,000	35,000
101-000-629-001	Police Dept. Admin. Fees	1,870	1,330		1,500	1,500	2,000
101-000-629-002	Police Sex Offender Registrn	250	950		1,000	2,200	1,000
101-000-629-003	Police-Belleville Dispatch	160,509	166,929		166,929	171,101	175,377
101-000-629-004	Gun Range	11,600	14,800		5,000	5,000	10,000
101-000-631-000	Weeds	49,370	37,705		40,000	20,000	20,000
101-000-643-000	Cemetery Lot Fees	17,990	21,910		18,000	18,000	18,000
101-000-651-000	Park Use & Admissions	40,504	42,395		40,000	40,000	40,000
101-000-651-001	Park Donation	-	1,000		-	-	-
101-000-652-000	EQ Tipping Fees	666,774	621,405		500,000	600,000	625,000
101-000-653-000	WM Cultural Donation	15,000	15,000		15,000	15,000	15,000
101-000-654-000	Lake Maintenance, STS	36,956	53,537		40,000	45,000	45,000
101-000-686-000	Lot Splits and Addresses	3,775	5,050		3,000	8,150	3,000
	Total Service Revenue	1,485,418	1,430,101		1,281,729	1,372,101	1,425,977
101-000-655-000	Fines and Costs	576,393	551,307		500,000	550,000	550,000
101-000-660-000	Cable TV Franchise Fees	344,738	353,796		340,000	340,000	345,000
101-000-662-000	Telecommunication	163,177	148,346		160,000	160,000	160,000
	Total Fines and Costs	1,084,308	1,053,448		1,000,000	1,050,000	1,055,000

		2015	2016		2017	2017	2018
		Actual	Actual		Budget	Amended	Proposed
101-000-661-000	Cable PEG Fees	30,922	15,597		30,000	30,000	10,000
101-000-664-000	Interest Earned on Investments	51,821	51,535		40,000	60,000	40,000
101-000-672-000	Special Assessments	197,149	196,056		200,000	230,000	225,000
101-000-673-000	Sale of Fixed Assets	6,712	9,890		-	6,000	-
101-000-676-000	Admin. Fees, Water/Sewer	621,225	621,225		621,225	621,225	621,225
101-000-686-001	GIS Mapping Fees	1,000	1,300		1,500	3,100	2,000
101-000-686-002	PTA Late Filing Fees	7,181	5,649		4,000	4,000	4,000
101-000-686-003	Tax Abatement Fees	2,200	-		2,000	2,000	2,000
101-000-687-000	Miscellaneous	102,402	39,007		50,000	50,000	50,000
101-000-691-000	Recreation	49,816	46,152		56,000	56,000	56,000
101-000-691-001	Recreation Donation	1,000	-		-	-	-
101-000-691-002	Recreation, Summer Camp	41,879	45,144		44,000	44,000	44,000
101-000-692-000	Senior Citizens Department	52,183	46,841		53,000	53,000	53,000
101-000-693-000	Senior Gift Shop	1,148	1,822		1,200	1,200	1,200
101-000-694-000	Senior Donation	7,200	6,441		4,000	5,000	5,000
101-000-698-000	Proceeds, Fire Truck Loan	-	-		-	-	-
	Total Miscellaneous	1,173,838	1,086,660		1,106,925	1,163,925	1,112,925
	Total Revenue	11,434,342	11,233,080		10,628,024	11,346,926	13,397,602
	Planned Transfers:						
101-000-688-000	From Landfill Fund	2,164,549	2,935,426		4,096,902	4,096,902	1,800,000
101-000-689-000	From E-911 Fund	160,000	160,000		160,000	160,000	160,000
101-000-690-000	From Bemis Road	-	-		-	-	-
101-000-699-000	From Capital Improvement Fund	-	-		-	-	-
	Transfer Out	-	-		-	-	-
	Total Transfers	2,324,549	3,095,426		4,256,902	4,256,902	1,960,000
	Total Revenue	11,434,342	11,233,080		10,628,024	11,346,926	13,397,602
	Total Transfers	2,324,549	3,095,426		4,256,902	4,256,902	1,960,000
	Revenue and Transfers Total	13,758,891	14,328,506		14,884,926	15,603,828	15,357,602
	Total Expenditures	13,161,147	13,969,017		15,502,896	15,350,720	17,404,163
	Net Change in Fund Balance	597,744	359,488		(617,970)	253,109	(2,046,561)

	2015 Actual	2016 Actual		2017 Budget	2017 Amended	2018 Proposed
General Fund Balance:						
Beginning Fund Balance	5,021,683	5,619,427		5,978,916	5,978,916	6,232,024
Net Change in Fund Balance	597,744	359,488		(617,970)	253,109	(2,046,561)
Ending Fund Balance	5,619,427	5,978,916		5,360,946	6,232,024	4,185,463
% of Operating Expenses	43%	43%		35%	41%	24%
Combined General and Landfill Fund Balances:						
General Fund Balance	5,619,427	5,978,916		5,360,946	6,232,024	4,185,463
Landfill Fund Balance	5,207,390	6,322,530		6,322,530	4,691,694	3,328,238
Combined Fund Balance	10,826,818	12,301,446		11,683,476	10,923,718	7,513,701
% of General Fund Operating Expenses	82%	88%		75%	71%	43%

		2015	2016		2017	2017	2018
		Actual	Actual		Budget	Amended	Proposed
General Fund Expenditures:							
101-101-702-000	Township Board Salaries	61,404	62,282		63,248	63,248	64,829
101-101-706-000	REAL Wages	-	-		-	47,984	-
101-101-706-001	REAL Wage Reimbursement	-	-		-	(47,984)	-
101-101-719-000	Allocated Fringes	31,831	34,980		49,435	49,435	52,900
101-101-810-000	Memberships and Dues	12,151	11,756		13,000	13,000	13,000
101-101-860-000	Transportation	1,642	142		2,000	2,000	2,000
101-101-956-000	Other	18,360	60,136		55,000	55,000	50,000
101-101-957-000	Museum Contribution	49,000	40,000		39,000	39,000	39,000
101-101-958-000	Transfer, Retiree Health Care Fund	100,000	100,000		100,000	100,000	100,000
101-101-959-000	Transfer to Debt Service Fund	-	-		-	-	1,500,000
	Total Township Board	274,388	309,295		321,683	321,683	1,821,729
101-171-702-000	Salary of the Supervisor	81,423	81,537		86,000	86,000	88,150
101-171-703-000	Executive Assistant	41,977	55,508		50,000	50,000	51,250
101-171-705-000	HR Employee	8,706	-		66,000	66,000	67,650
101-171-706-000	Employee Wages	15,408	13,834		14,000	16,000	16,400
101-171-719-000	Allocated Fringes	39,867	37,096		128,450	80,000	83,000
101-171-810-000	Memberships and Dues	-	(656)		700	400	700
101-171-860-000	Transportation	1,712	443		1,800	1,800	800
101-171-861-000	Training	703	130		2,500	2,500	5,000
101-171-956-000	Other	1,471	6,249		2,000	5,000	5,000
101-171-970-000	Capital Outlay	-	-		5,400	2,500	3,000
	Total Supervisor's Office	191,267	194,142		356,850	310,200	320,950
101-191-705-000	Election Wages	51,913	75,499		80,000	50,000	85,000
101-191-719-000	Allocated Fringes	16,404	2,185		19,000	19,000	15,500
101-191-727-000	Office Supplies	19,728	57,264		24,500	15,000	24,500
101-191-727-004	Election Reimbursement	(21,829)	(34,446)		-	-	-
101-191-861-000	Training	1,520	(130)		1,500	1,500	1,500
101-191-900-000	Printing and Publishing	812	892		3,500	2,500	3,500
101-191-933-000	Equipment Maintenance	1,255	3,939		1,500	1,500	2,000
101-191-956-000	Other	72	-		500	500	1,000
101-191-970-000	Capital Outlay	-	-		30,000	30,000	6,800
101-191-970-002	Civic Fund Reimbursement	-	-		-	(6,302)	-
	Total Election	69,875	105,204		160,500	113,699	139,800

		2015	2016		2017	2017	2018
		<u>Actual</u>	<u>Actual</u>		<u>Budget</u>	<u>Amended</u>	<u>Proposed</u>
101-202-801-000	Accounting	47,392	51,695		55,000	80,000	55,000
101-210-801-000	Attorney Fees	262,340	215,529		240,000	240,000	240,000
101-215-702-000	Salary of the Clerk	78,700	78,741		82,606	82,606	84,671
101-215-703-000	Salary of the Deputy Clerk	65,916	65,578		73,129	73,129	74,957
101-215-704-000	Benefits Coord/Admin Assistant	39,216	49,687		-	-	
101-215-705-000	Employee Wages	114,696	134,245		119,800	119,800	110,000
101-215-705-001	DDA Reimbursement	(9,559)	(9,559)		(9,559)	(9,559)	(9,559)
101-215-719-000	Allocated Fringes	130,775	154,159		139,000	116,000	122,000
101-215-810-000	Memberships and Dues	970	870		1,500	1,000	1,200
101-215-831-000	Community Outreach	-	1,610				
101-215-831-001	Community Outreach - Donations		(1,610)			(1,180)	-
101-215-860-000	Transportation	3,301	2,018		3,500	3,000	3,500
101-215-861-000	Training	5,211	6,211		7,500	6,000	7,000
101-215-861-001	Training - Reimbursement	-	-		-	(850)	
101-215-956-000	Other	1,737	1,785		1,750	2,000	2,000
101-215-970-000	Capital Outlay	-	2,617		2,400	2,400	2,000
						-	
	Total Clerk's Office	430,963	486,352		421,626	394,346	397,769
101-228-702-000	IT Director	69,518	70,862		71,604	71,604	73,395
101-228-702-001	DDA Reimbursement	(2,840)	(2,840)		(2,840)	(2,840)	(3,000)
101-228-703-000	Public Safety IT Coordinator	60,093	61,091		59,857	60,149	61,653
101-228-704-000	GIS Technology	45,034	52,790		54,100	54,363	55,722
101-228-719-000	Allocated Fringes	65,558	74,474		84,000	80,000	81,000
101-228-810-000	Memberships and Dues	75	100		100	100	200
101-228-816-000	GIS Technology	8,766	9,118		11,500	9,000	8,500
101-228-817-000	Technology	45,557	42,941		43,000	40,000	40,000
101-228-860-000	Transportation	256	246		150	150	150
101-228-861-000	Training	540	415		1,500	1,500	2,500
101-228-939-000	Computer Maintenance	45,640	47,478		51,000	55,000	56,375
101-228-939-001	DDA Reim -Comp Maintenance	(2,500)	(2,500)		(2,500)	(2,500)	(3,000)
101-228-956-000	Other	3,902	2,682		2,000	1,800	1,800
101-228-956-000	Capital Outlay	164,584	55,155		15,000	15,000	160,716
101-228-970-001	MMRMA Reimbursement	(157,516)	(46,190)		-	-	-
	Total IT Department	346,667	365,822		388,471	383,326	536,011
101-247-703-000	Assessor Wages	65,347	67,076		66,773	68,057	68,442

		2015	2016		2017	2017	2018
		Actual	Actual		Budget	Amended	Proposed
101-247-705-000	Employee Wages	41,612	38,176		51,584	47,000	52,239
101-247-705-001	DDA reimbursement	-	-		-	-	-
101-247-706-000	Board of Review	2,160	2,040		3,000	2,400	3,000
101-247-719-000	Allocated Fringes	40,074	42,708		66,495	75,926	79,868
101-247-727-000	Office Supplies	368	459		900	500	600
101-247-810-000	Memberships and Dues	357	810		800	735	985
101-247-818-000	Wayne County Fees	-	-		-	-	-
101-247-818-001	GIS Processing Fees	-	321		2,000	2,000	2,000
101-247-818-002	DDA Parcel Reimbursement	(17,176)	(17,177)		(17,176)	(17,176)	(17,176)
101-247-819-000	Contracted Services	42,401	42,371		46,000	43,000	45,000
101-247-860-000	Transportation	1,102	732		1,000	800	1,000
101-247-861-000	Training	2,404	2,079		2,600	2,400	2,600
101-247-956-000	Other	168	129		200	100	100
101-247-970-000	Capital Outlay	1,221	1,194		2,500	2,840	-
	Total Assessing	180,038	180,917		226,676	228,582	238,658
101-248-727-000	Office Supplies	18,465	18,931		22,000	19,000	22,000
101-248-728-000	Postage	35,089	25,891		35,500	25,500	30,000
101-248-819-000	Contracted Services	1,973	11,982		15,000	15,000	15,000
101-248-900-000	Printing and Publishing	6,184	4,372		6,500	10,000	6,500
101-248-933-000	Equipment Maintenance	2,724	2,205		3,000	3,000	3,000
101-248-940-000	Equipment Rental	4,173	4,173		6,000	4,500	4,500
101-248-956-000	Other	2,410	2,240		3,500	2,500	3,000
101-248-999-000	Handling Fees	12,287	11,615		14,500	14,500	14,500
101-248-970-000	Capital Outlay	-	14,176		-	-	-
	Total General Office	83,305	95,584		106,000	94,000	98,500
101-253-702-000	Salary of the Treasurer	80,158	80,226		82,606	82,606	84,671
101-253-703-000	Salary, Deputy Treasurer	75,922	77,318		78,129	79,631	79,957
101-253-703-001	DDA Reimbursement	(8,690)	(8,690)		(8,690)	(8,690)	(8,690)
101-253-703-002	SHVUA Reimbursement	(20,000)	(20,000)		(20,000)	(20,000)	(20,000)
101-253-703-003	L DFA Reimbursement	(4,000)	(4,000)		(4,000)	(4,000)	(4,000)
101253-703-004	Water/Sewer Reimbursement	(5,000)	(5,000)		(5,000)	(5,000)	(5,000)
101-253-705-000	Employee Wages	42,947	60,080		80,000	83,000	93,000
101-253-719-000	Allocated Fringes	108,305	106,219		128,000	115,000	118,000
101-253-810-000	Memberships and Dues	1,254	1,034		1,300	1,300	1,300
101-253-817-000	Tax Roll Preparation	4,015	3,989		5,000	5,000	5,000
101-253-860-000	Transportation	382	550		500	500	500

		2015	2016		2017	2017	2018
		<u>Actual</u>	<u>Actual</u>		<u>Budget</u>	<u>Amended</u>	<u>Proposed</u>
101-253-861-000	Training	1,491	825		2,000	2,000	2,000
101-253-956-000	Other	386	722		2,000	3,000	3,000
101-253-970-000	Capital Outlay	2,515	-		3,500	3,500	3,500
	Total Treasurer's Office	279,685	293,273		345,345	337,847	353,238
101-265-703-000	Building and Grounds Superintendant	18,301	55,148		59,424	59,424	60,910
101-265-706-000	Maintenance Wages	323,954	305,304		321,000	321,000	329,025
101-265-706-001	DDA Rebate	(33,313)	(33,313)		(34,979)	(34,979)	(35,595)
101-265-707-000	Overtime Wages	7	36,210		48,150	48,150	49,354
101-265-719-000	Allocated Fringes	162,377	194,217		203,033	170,000	150,000
101-265-740-000	Operating Supplies	54,527	62,892		55,000	55,000	70,000
101-265-819-000	Contracted Services	75,160	93,187		85,000	85,000	85,000
101-265-850-000	Telephone	44,968	70,200		50,000	50,000	55,000
101-265-860-000	Transportation	6,335	6,271		7,500	11,000	43,950
101-265-861-000	Training	645	95		2,000	1,500	2,000
101-265-920-000	Utilities	76,592	78,849		90,000	80,000	80,000
101-265-931-000	Building Maintenance	52,270	66,556		60,000	70,000	70,000
101-265-932-000	Maintenance-Old Town Hall	(800)	567		-	1,000	1,000
101-265-933-000	Equipment Maintenance	28,089	27,781		25,000	30,000	30,000
101-265-940-000	Equipment Rentals	-	-		-	-	-
101-265-956-000	Other	1,435	546		-	-	500
101-265-970-000	Capital Outlay	197,452	524,856		313,000	305,000	250,000
101-265-970-001	DDA Reimbursement	-	(100,000)		-	-	-
101-265-970-002	Water/Sewere Reimbursement		(150,000)		(9,000)	-	-
101-265-970-003	MMRMA Reimbursement		(25,000)		-	-	-
	Total Building & Grounds	1,007,999	1,214,366		1,275,128	1,252,095	1,241,143
101-276-706-000	Cemetery Wages	3,234	10,932		12,000	12,000	12,000
101-276-719-000	Allocated Fringes	238	810		1,980	1,200	2,000
101-276-932-000	Cemetery Maintenance	17,568	15,990		15,000	10,000	10,000
101-276-940-000	Equipment Rentals	385	-		1,000	500	500
101-276-970-000	Capital Outlay	54,448	7,760		-	-	-
101-276-970-001	Capital Outlay Reimbursement	(61,141)	-		-	-	-
101-276-970-004	Civic Fund Reimbursement	-	(7,630)				
	Total Cemetery	14,732	27,863		29,980	23,700	24,500
101-301-702-000	Public Safety Director Salary	100,355	106,556		102,930	102,930	105,503

		2015	2016		2017	2017	2018
		Actual	Actual		Budget	Amended	Proposed
101-301-703-000	Deputy Director - Police	75,010	75,989		78,409	78,409	80,369
101-301-705-000	Office Wages	67,781	67,895		73,500	73,500	77,500
101-301-706-000	Police Wages-Full Time	2,726,231	2,804,460		3,021,760	3,021,760	3,051,894
101-301-707-000	Police Wages - Overtime	170,448	230,200		252,000	252,000	252,000
101-301-719-000	Allocated Fringes	1,410,077	1,474,368		1,568,376	1,568,376	1,646,794
101-301-727-000	Office Supplies	7,158	6,369		7,500	7,500	7,500
101-301-740-000	Film-Photo-Batteries	3,447	3,489		7,000	7,000	7,000
101-301-741-000	Uniforms and Equipment	30,551	30,205		40,000	40,000	40,000
101-301-743-000	Supplies-Other	4,719	5,312		9,000	9,000	9,000
101-301-744-000	Gun Range	(4,298)	23,972		10,000	10,000	10,000
101-301-744-001	Gun Range Ammo	-	-		10,000	10,000	10,000
101-301-745-000	Special Operations Team	6,950	6,877		8,250	8,250	9,250
101-301-750-000	Crime Prevention	3,159	-		4,000	4,000	4,000
101-301-810-000	Memberships and Dues	2,005	1,995		3,000	3,000	3,000
101-301-819-000	Contracted Services	104,150	110,919		127,400	127,400	125,000
101-301-850-000	Pagers and Cellular Phones	12,422	11,564		15,000	15,000	15,000
101-301-860-000	Vehicle Maintenance	57,224	56,584		72,500	69,190	70,690
101-301-860-001	Fuel	78,145	70,045		115,000	115,000	115,000
101-301-860-002	Tires	7,041	5,706		7,200	7,200	7,200
101-301-860-004	Car Washes	5,658	5,047		7,100	7,100	7,100
101-301-861-000	Training	29,670	25,181		30,000	30,000	30,000
101-301-861-001	M-coles Training	2,322	4,580		7,500	7,500	7,500
101-301-861-002	M-coles Training Reimbursement	(4,016)	(8,115)		(8,000)	(13,000)	(8,000)
101-301-862-000	Detention Supplies	7,417	8,699		12,500	12,500	14,000
101-301-865-000	Marine Division	15,399	10,186		10,000	10,000	10,000
101-301-933-000	Equipment Maintenance	5,314	11,298		5,500	7,000	7,000
101-301-956-000	Other	8,323	4,813		8,000	8,000	9,500
101-301-957-000	Consortium Payments	-	-		-	-	-
101-301-958-000	Technology Purchases	30,350	39,123		30,000	30,000	40,000
101-301-958-001	Tech Grants ARRA Jag	-	-		-	-	-
101-301-970-000	Capital Outlay	61,369	94,855		93,000	129,608	97,650
101-301-970-001	DDA Reimbursement	-	-		-	-	-
101-301-970-002	Civic Fund Reimbursement	-	(28,448)		-	(34,798)	-
101-301-970-003	CDBG Reimbursement	-	-		-	-	-
	Total Police Department	5,024,381	5,259,723		5,728,425	5,723,425	5,861,450
101-325-705-000	Dispatch Wages	504,497	460,790		505,500	505,500	505,500
101-325-707-000	Dispatch Overtime	1,913	59,823		35,250	35,250	30,000
101-325-719-000	Allocated Fringes	206,447	199,566		244,700	244,700	245,950

		2015	2016		2017	2017	2018
		<u>Actual</u>	<u>Actual</u>		<u>Budget</u>	<u>Amended</u>	<u>Proposed</u>
101-325-740-000	Supplies	1,025	1,276		2,500	2,500	2,500
101-325-741-000	Uniforms and Equipment	920	2,314		2,500	2,500	2,500
101-325-819-000	Contracted Services	2,079	-		15,000	15,000	32,000
101-325-861-000	Training	7,706	5,229		9,100	9,100	9,100
101-325-861-002	PSAP Training Reimbursement	-	-		-	(4,864)	(4,864)
101-325-933-000	Equipment Maintenance	475	1,432		2,000	2,000	2,000
101-325-956-000	Other	1,134	1,137		750	750	750
101-325-969-000	Dispatch E 911 Equipment	(2,214)	-		-	-	-
101-325-970-000	Capital Outlay	-	-		30,000	30,000	-
101-325-970-001	DDA Reimbursement, Radios	-	-		-	-	-
	Total Dispatch	723,982	731,567		847,300	842,436	825,436
101-329-706-000	Ordinance/Animal Control Wages	84,918	83,981		140,400	140,400	140,400
101-329-707-000	Ordinance/Animal Control Overtime	-	471		8,000	8,000	8,000
101-329-719-000	Allocated Fringes	56,396	66,480		91,000	91,000	92,500
101-329-740-000	Supplies	1,811	2,060		5,000	5,000	5,000
101-329-741-000	Uniforms and Equipment	143	1,406		3,000	3,000	3,000
101-329-810-000	Membership and Dues	145	120		1,000	1,000	1,000
101-329-819-000	Contracted Services	32,330	20,333		33,500	33,500	33,500
101-329-860-000	Transportation	5,282	2,493		6,000	6,000	6,000
101-329-861-000	Training	590	634		2,500	2,500	2,500
101-329-920-000	Utilities at Dog Pound	-	-		-	-	-
101-329-931-000	Building Maintenance	-	-		-	-	-
101-329-970-000	Capital Outlay	-	29,114		43,200	43,200	-
	Total Animal Control	181,615	207,091		333,600	333,600	291,900
101-336-702-000	Salary Fire Chief	80,011	81,215		83,636	78,409	80,369
101-336-703-000	Fire Marshall Wages	413	49,121		51,200	51,200	51,200
101-336-705-000	Fire Inspector Wages	-	23,830		26,500	26,500	27,295
101-336-706-001	Firefighter Wages - On Call	862,810	921,855		950,000	950,000	1,048,500
101-336-719-000	Allocated Fringes	109,182	145,190		155,000	155,000	155,000
101-336-740-000	Operating Supplies	12,589	9,396		11,500	11,500	11,845
101-336-741-000	Uniforms and Equipment	69,709	47,761		55,000	55,000	70,000
101-336-741-001	Grant Reimbursement	-	-		-	-	-
101-336-750-000	Fire Prevention	4,174	3,844		8,000	8,000	8,000
101-336-810-000	Memberships and Dues	6,221	7,034		8,000	8,000	8,000
101-336-819-000	Contracted Services	14,690	14,172		27,000	27,000	32,895
101-336-850-000	Telephone	7,181	6,807		10,000	10,000	10,300

		2015	2016		2017	2017	2018
		<u>Actual</u>	<u>Actual</u>		<u>Budget</u>	<u>Amended</u>	<u>Proposed</u>
101-336-860-000	Transportation	86,228	78,356		90,000	90,000	92,700
101-336-860-001	Fuel	23,391	14,751		35,000	35,000	36,050
101-336-860-002	Tires	-	-		-	-	-
101-336-860-004	Car Washes	195	336		450	450	400
101-336-861-000	Training	21,053	27,967		40,000	40,000	45,000
101-336-920-000	Utilities	46,895	44,213		52,000	52,000	53,560
101-336-931-000	Building Maintenance	4,060	5,738		10,000	10,000	10,300
101-336-933-000	Equipment Maintenance	34,293	17,731		19,000	19,000	19,570
101-336-956-000	Other	13,012	6,072		12,000	12,000	12,360
101-336-956-001	Smoke Detector Program	-	-		-	-	-
101-336-956-002	MERV Crt Donation	-	-		-	-	-
101-336-970-000	Capital Outlay	134,583	1,553,729		115,100	371,000	118,553
101-336-970-001	FEMA grant	-	(1,348,682)		-	-	-
101-336-970-002	FEMA grant - Communities	-	(118,229)		-	-	-
101-336-970-003	Civic Fund Reimbursement	-	(10,000)		-	-	-
101-336-970-004	Capital Outlay - MMRMA Reimburse	-	-		-	(365,000)	-
101-336-971-000	Equipment Replacement Savings	3,699	-		-	-	100,000
	Total Fire Department	1,534,389	1,582,208		1,759,386	1,645,059	1,991,897
101-370-701-000	Salary - Director of Public Services	-	-		-	-	40,500
101-370-702-000	Salary Director of Planning/Econ	55,765	70,589		74,000	74,000	75,850
101-370-702-001	DDA Rebate	-	-		-	-	-
101-370-702-003	LDFA Reimbursement	(4,000)	(4,000)		(4,000)	(4,000)	(4,000)
101-370-703-000	Salary Dep Director Planning /Econ	32,931	62,953		66,000	66,000	-
101-370-703-005	CDBG Reimbursement	-	-		(3,889)	(3,889)	-
101-370-705-000	Office Wages	95,245	116,008		120,000	120,000	125,000
101-370-706-000	Inspector Wages	99,820	102,764		129,000	100,000	100,000
101-370-707-000	Ordinance Officer Wages	-	-		-	-	-
101-370-708-000	Part-time Wages	-	-		13,000	-	-
101-370-719-000	Allocated Fringes	114,691	164,309		228,000	210,000	197,500
101-370-740-000	Operating Supplies	8,649	7,805		7,500	7,500	7,500
101-370-810-000	Membership and Dues	22,161	21,362		24,000	8,000	7,000
101-370-818-000	Commissions	6,835	6,304		6,500	6,500	6,500
101-370-819-000	Contracted Services	156,332	133,247		115,000	130,000	165,000
101-370-820-000	Engineers	2,675	20,702		5,000	5,000	5,000
101-370-820-001	Engineers, FEMA Map Amend	(400)	-		-	-	-
101-370-821-000	Consultants	109,269	30,989		45,000	30,000	40,000
101-370-822-000	Master Plan	-	-		40,000	40,000	20,000
101-370-823-000	Zoning Ordinance - codify	19,432	10,042		-	1,500	-

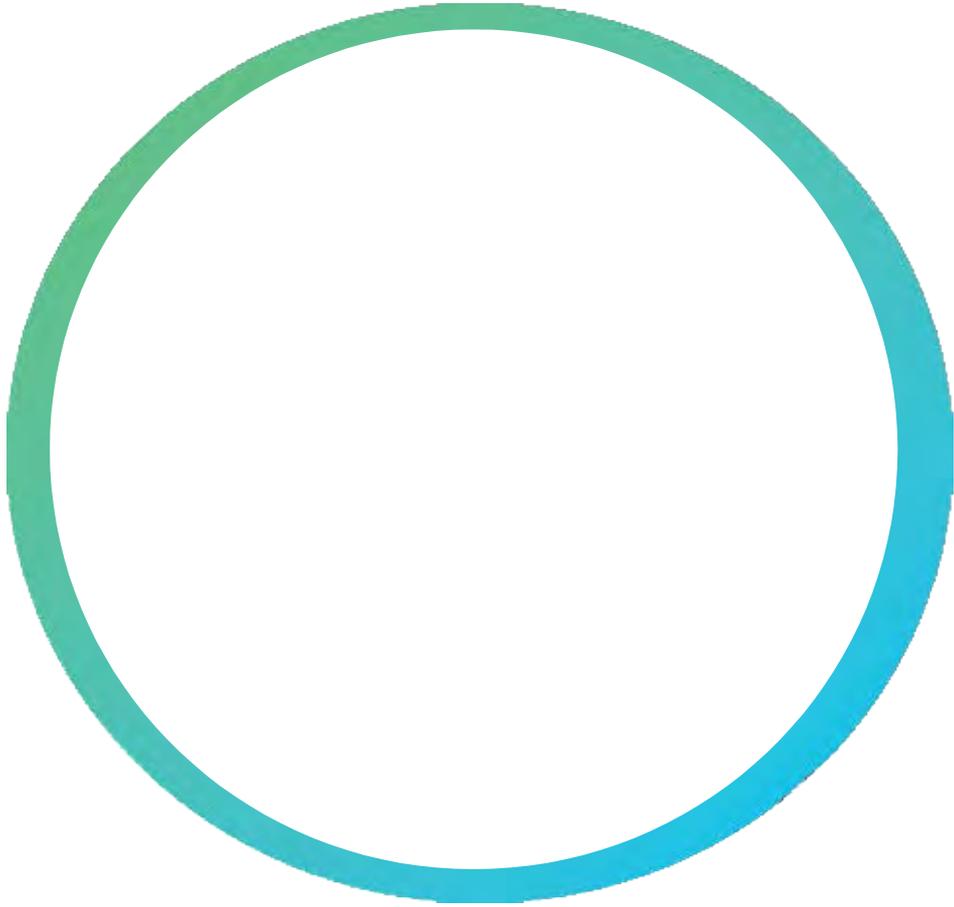
		2015	2016		2017	2017	2018
		Actual	Actual		Budget	Amended	Proposed
101-370-824-000	NPDES Permit	562	62		1,000	-	-
101-370-860-000	Transportation	4,037	5,243		7,200	5,000	1,000
101-370-861-000	Training	2,391	4,519		5,000	7,500	7,500
101-370-900-000	Printing and Publishing	2,721	1,750		3,000	5,000	3,000
101-370-956-000	Other	6,600	2,904		7,000	7,000	7,000
101-370-970-000	Capital Outlay	-	-		27,300	37,000	5,000
	Total Planning/Building Department	735,716	757,551		915,611	852,111	809,350
101-446-830-000	Dust Prevention	10,575	21,500		22,000	22,000	22,000
101-445-928-000	Drain Assessments	-	-		-	28,500	28,500
101-450-926-000	Street Lighting	208,691	232,617		220,000	230,000	220,000
	Total Public Services	219,266	254,117		242,000	280,500	270,500
101-691-702-000	Director Parks & Recreation, Salary	61,547	62,946		63,606	63,606	65,196
101-691-703-000	Dep Director Parks & Rec, Salary	45,681	46,380		48,900	48,900	50,123
101-691-705-000	Office Wages	110,761	116,379		125,500	125,500	129,522
101-691-719-000	Allocated Fringes	106,549	112,192		121,000	121,000	121,000
101-691-740-000	Operating Supplies	2,544	3,200		3,000	4,000	3,000
101-691-742-000	Program Expense	33,814	27,299		37,500	31,700	48,967
101-691-742-001	Program - Summer Camp	38,735	30,318		40,000	40,000	40,000
101-691-810-000	Memberships and Dues	724	735		800	800	700
101-691-818-000	Commission	230	209		600	600	600
101-691-860-000	Transportation	159	30		700	700	200
101-691-861-000	Training	-	-		500	500	1,000
101-691-900-000	Printing and Publishing	3,400	3,496		4,500	9,700	14,000
101-691-920-000	Utilities	2,128	2,411		2,500	2,500	2,500
101-691-933-000	Equipment Maintenance	2,903	1,597		2,000	2,500	2,500
101-691-956-000	Other	1,083	1,256		1,400	500	500
101-691-970-000	Capital Outlay	6,247	-		-	-	-
101*691-970-001	Wayne County Parks Millage Reimb	-	-		-	-	-
	Total Recreation Department	416,505	408,448		452,506	452,506	479,808
101-692-702-000	Senior Director Salary	49,374	50,442		51,948	51,948	53,247
101-692-702-005	CDBG Rebates	(9,375)	(8,992)		(11,467)	(11,467)	(21,315)
101-692-703-000	Senior Coordinator Salary	22,288	34,690		36,050	36,050	36,951
101-692-705-000	Employee Wages	49,243	49,150		49,000	49,000	50,225
101-692-705-001	Senior Alliance Grant	(7,513)	(6,954)		(11,951)	(13,951)	(11,951)

		2015	2016		2017	2017	2018
		<u>Actual</u>	<u>Actual</u>		<u>Budget</u>	<u>Amended</u>	<u>Proposed</u>
101-692-719-000	Allocated Fringes	36,011	52,391		58,504	54,000	54,500
101-692-740-000	Operating Supplies	1,921	1,879		2,000	2,000	2,000
101-692-742-000	Program Expense	23,695	20,251		21,000	21,000	21,000
101-692-743-000	Trips Expense	6,635	5,504		10,000	10,000	10,000
101-692-810-000	Memberships and Dues	539	716		650	650	700
101-692-819-000	Contracted Services	2,160	2,160		2,530	2,530	2,530
101-692-860-000	Transportation	19,578	20,880		25,000	25,000	11,100
101-692-860-001	Transportation Rebates	(17,219)	(14,236)		(13,000)	(13,000)	(13,000)
101-692-861-000	Training	2,706	675		2,000	2,000	3,500
101-692-900-000	Printing and Publishing	1,025	987		1,200	1,200	1,200
101-692-933-000	Equipment Maintenance	3,499	4,136		3,000	3,000	3,000
101-692-956-000	Other	5,760	9,739		5,000	5,000	7,000
101-692-956-001	Donations & Gift Shop	-	-		-	-	-
101-692-970-000	Capital Outlay	-	-		-	-	-
	Total Senior Citizen Department	190,327	223,417		231,464	224,960	210,687
101-715-702-000	Cable Director	45,006	46,576		48,900	48,900	50,123
101-715-706-000	Employee Wages	20,315	14,913		45,000	43,000	45,000
101-715-719-000	Allocated Fringes	14,352	14,470		22,500	22,500	22,500
101-715-740-000	Operating Supplies	7,376	8,016		8,000	8,000	8,000
101-715-810-000	Memberships and Dues	60	147		400	400	400
101-715-818-000	Cable Commission	-	-		-	-	-
101-715-819-000	Contracted Services	-	-		1,500	1,500	1,500
101-715-860-000	Transportation	-	-		300	300	300
101-715-861-000	Training	68	50		2,500	2,500	2,500
101-715-933-000	Equipment Maintenance	1,046	802		4,000	4,000	4,000
101-715-956-000	Other	83	-		300	300	300
101-715-970-000	Capital Outlay	6,124	11,715		60,000	60,000	56,300
	Total Cable Department	94,430	96,689		193,400	191,400	190,923
101-718-702-000	Parks Manager	-	-		-	-	-
101-718-706-000	Park & Lake Wages	41,075	48,195		88,570	88,570	94,531
101-718-719-000	Allocated Fringes	3,326	3,687		6,775	6,775	7,232
101-718-740-000	Operating Supplies	11,739	5,900		9,000	9,000	9,000
101-718-810-000	Memberships and Dues	125	-		-	-	-
101-718-819-000	Contracted Services	21,555	17,082		18,000	18,000	18,000
101-718-819-001	Donations	(9,600)	(13,000)		(5,200)	(8,000)	(8,000)
101-718-850-000	Telephone	2,618	2,514		2,500	3,600	3,600

		2015	2016		2017	2017	2018
		Actual	Actual		Budget	Amended	Proposed
101-718-860-000	Transportation	5,777	6,339		7,000	7,000	250
101-718-861-000	Training	33	-		500	500	500
101-718-900-000	Printing & Publishing	1,970	1,421		3,000	3,000	3,000
101-718-920-000	Utilities	13,722	11,436		14,000	14,000	14,000
101-718-931-000	Building Maintenance	2,678	-		-	-	-
101-718-933-000	Equipment Maintenance	422	-		-	-	-
101-718-940-000	Rentals	-	-		-	-	-
101-718-956-000	Other	72	469		800	800	800
101-718-958-000	Environmental Grant	-	-		-	30,000	-
101-718-958-001	Environmental Grant Proceeds	-	-		-	(30,000)	-
101-718-959-000	ACHIEVE Grant Expenses	-	-		-	-	-
101-718-959-001	ACHIEVE Grant Revenue	-	-		-	-	-
101-718-970-000	Capital Outlay	81,021	36,723		-	-	-
101-718-970-001	Capital Outlay - MMRMA Reimbursement	(100,000)	(41,136)		-	-	-
101-718-971-000	Wayne Co Park Millage Project	(14,975)			45,000		
101-718-973-000	Wayne County Park Millage Projects	10,000	-		(45,000)	30,000	-
101-718-973-001	Wayne County Park Millage	(10,000)	-		-	(30,000)	-
	Total Park and Lake	61,558	79,629		144,945	143,245	142,913
101-719-819-000	French Landing Dam	1,147	1,435		-	-	-
101-719-970-000	French Landing Dam, Embankment	-	-		-	-	-
	Total French Landing Dam	1,147	1,435		-	-	-
101-900-719-000	Retiree and Cobra Benefits	304,710	341,448		250,000	350,000	350,000
101-900-720-000	Worker's Compensation	51,881	78,618		65,000	120,000	100,000
101-900-721-000	MESC	-	-		2,000	2,000	2,000
101-900-910-000	Insurance and Bonds	432,589	407,034		410,000	410,000	410,000
	Total Insurances	789,180	827,100		727,000	882,000	862,000
	Total Expenditures	13,161,147	13,969,017		15,502,896	15,350,720	17,404,163



This page intentionally left blank



Van Buren Charter Township

