



**GRAND HAVEN CHARTER TOWNSHIP  
BOARD AGENDA  
Monday, November 28, 2022**

**WORK SESSION – CANCELLED**

**REGULAR MEETING – 7:00 P.M.**

Persons wishing to speak at public hearings, on agenda items, or extended comments, must fill out a “Speakers Form” located on the counter. Completed forms must be submitted to Township Staff prior to the meeting.

- I. CALL TO ORDER
- II. PLEDGE TO THE FLAG
- III. ROLL CALL
- IV. APPROVAL OF MEETING AGENDA
- V. CONSENT AGENDA
  1. Approve November 14, 2022, Regular Board Minutes
  2. Approve November 16, 2022, Special Board Minutes (*Budget Work Session*)
  3. Approve Payment of Invoices in the amount of \$366,104.66 (*A/P checks of \$262,766.63 and payroll of \$103,338.03*)
- VI. PUBLIC HEARING – FY 2023 Truth-in Budgeting
- VII. OLD BUSINESS
  1. Approve Resolution 22-11-07 - 2023 Budget Appropriation
  2. Approve Resolution 22-11-08 - Supervisor's Salary
  3. Approve Resolution 22-11-09 - Clerk's Salary
  4. Approve Resolution 22-11-10 - Treasurer's Salary
  5. Approve Resolution 22-11-11 - Trustee's Salary
- VIII. NEW BUSINESS
  1. Approve Hire of “Land Matters” – Property for Meter Station #3
- IX. REPORTS & CORRESPONDENCE
  1. Committee Reports
  2. Manager’s Report
    - i. October Sheriff’s Report
    - ii. October Legal Review (*Not for Public*)
  3. Other
- X. PUBLIC COMMENTS – (*Non-Agenda Items*)
- XI. ADJOURNMENT

**NOTE:** The public will be given an opportunity to comment on any agenda item when the item is brought up for discussion. Please complete Speaker Information Sheet. The supervisor will initiate comment time.

**GRAND HAVEN CHARTER TOWNSHIP BOARD  
MONDAY, NOVEMBER 14, 2022**

**WORK SESSION**

1. Assistant Manager Sherwood provided a PowerPoint presentation regarding the proposed rental inspection program – including the three ordinances that would need to be adopted to implement rental inspections.

It was noted that staff will make a recommendation on how to staff the inspection requirements – considering contracting with private firms; agreements with nearby municipalities that have excess capacity, using Township staff, or hiring staff. Until this decision is ratified by the elected officials, staff won't be able to finalize the rental inspection fees necessary.

After discussion, the Township Board instructed staff to (1) examine retaining a six-day minimum for short-term rentals; and (2) including second option for appeals.

Staff will begin the public hearing process, which will begin at the Planning Commission with amendments to specific Zoning Ordinance language.

**REGULAR MEETING**

I. CALL TO ORDER

Supervisor Reenders called the regular meeting of the Grand Haven Charter Township Board to order at 7:05 p.m.

II. ROLL CALL

**Board members present:** Behm, Reenders, Kieft, Redick, Meeusen, Larsen, Wagenmaker

**Board members absent:**

Also, present were Manager Cargo, Assistant Manager Sherwood, Assessing Director/Deputy Treasurer Larrison, Senior Planner Thibault, Building Official Legard, and Public Services Director Chappell.

Supervisor Reenders led the elected officials, staff and public in the Pledge of Allegiance.

III. APPROVAL OF MEETING AGENDA

**Motion** by Trustee Meeusen and seconded by Trustee Redick to approve the meeting agenda. **Which motion carried.**

V. APPROVAL OF CONSENT AGENDA

1. Approve October 24, 2022, Regular Board Minutes
2. Approve Payment of Invoices in the amount of \$1,171,629.54 (*A/P checks of*

*\$1,043,857.22 and payroll of \$127,772.32)*

3. Approve FY2023 Dust Control Contract with Michigan Chloride Sales (\$37k)
4. Approve Engagement Letter with PFM Financial Advisors - Provide Financial Advisory Services for Proposed Fire/Rescue Station Bond
5. Approve appointment of Chris Bell, Stanley Boelkins, Jeff Kurburski, Brian Taylor, and Kendra Vanderlee as an ad hoc Citizen's Advisory Council

**Motion** by Treasurer Kieft supported by Trustee Wagenmaker to approve the items listed on the Consent Agenda. **Which motion carried.**

VI. PUBLIC HEARING

Supervisor Reenders opened the Joint Special Assessment Public Hearing on Special Assessment rolls for Police Services, Sewer, Storm Drains, Delinquent Water and/or Sewer Payments, and Street Lighting 7:07 p.m.

Deputy Treasurer Larrison provided an overview of the five (5) proposed Special Assessment Rolls noting that total estimated collection is \$675,610.46.

There being no public comments, Supervisor Reenders closed the public hearing at 7:09 p.m.

VII. OLD BUSINESS

1. **Motion** by Trustee Meeusen supported by Trustee Redick to approve and adopt Resolution 22-11-01 approving the special assessment roll for police services in the amount of \$517,561.11 for FY2023. **Which motion carried** pursuant to the following roll call vote:

Ayes: Larsen, Wagenmaker, Kieft, Meeusen, Redick, Behm, Reenders

Nays:

2. **Motion** by Trustee Redick supported by Trustee Meeusen to approve and adopt Resolution 22-11-02 approving the special assessment roll for sewer services in the amount of \$1,399.89 for FY2023. **Which motion carried** pursuant to the following roll call vote:

Ayes: Behm, Wagenmaker, Meeusen, Redick, Kieft, Reenders, Larsen

Nays:

3. **Motion** by Treasurer Kieft supported by Clerk Larsen to approve and adopt Resolution 22-11-04 approving the special assessment roll for delinquent utility bills in the amount of \$3,435.09 for FY2023. **Which motion carried** pursuant to the following roll call vote:

Ayes: Wagenmaker, Larsen, Kieft, Reenders, Behm, Meeusen, Redick

Nays:

4. **Motion** by Trustee Redick supported by Clerk Larsen to approve and adopt Resolution 22-11-03 approving the special assessment roll for storm sewer districts in the amount of \$32,614.93 for FY2023. **Which motion carried** pursuant to the following roll call vote:

Ayes: Kieft, Reenders, Meeusen, Behm, Wagenmaker, Larsen, Redick  
Nays:

5. **Motion** by Trustee Meeusen supported by Trustee Wagenmaker to approve and adopt Resolution 22-11-05 approving the special assessment roll for street lighting in the amount of \$120,600 for FY2022. **Which motion carried** pursuant to the following roll call vote:

Ayes: Meeusen, Behm, Larsen, Kieft, redick, Wagenmaker, Reenders  
Nays:

6. **Motion** by Treasurer Kieft supported by Clerk Larsen to approve and adopt Resolution 22-11-06 approving the proposed Pre-FY2023 budget amendments for fiscal year 2022. **Which motion carried** pursuant to the following roll call vote:

Ayes: Reenders, Kieft, Behm, Meeusen, Larsen, Redick, Wagenmaker  
Nays:

#### VIII. NEW BUSINESS

1. **Motion** by Trustee Wagenmaker supported by Trustee Meeusen to approve the proposed Third Transmission Main – Ferry Street Route agreement, as presented, and authorize the Supervisor and Clerk to execute the agreement. **Which Motion Carried.**

#### IX. REPORTS AND CORESPONDENCE

a. Committee Reports

- ✓ Trustee Redick noted that the NORA millage failed in both Grand Haven Township and Robinson Township and that the authority will continue to be funded by contributions from the member units.

b. Manager's Report, which included:

- ✓ Manager Cargo noted that a FY2023 Budget Work Session is scheduled for Wednesday, November 16<sup>th</sup> at 6:00 p.m.
- ✓ October Building Report
- ✓ October Ordinance Enforcement Report
- ✓ October Public Services Report
- ✓ September Legal review

#### X. PUBLIC COMMENTS

- a. Curtis Walburg (*12621 Golf Estates Lane*) noted that he is the President of the North Ottawa Rod and Gun Club. Further, the Gun Club has repaired the fence located on the property line with Schmidt Heritage Park and will be installing 70 warning signs. Further, Walburg acknowledged that it is the Gun Club's legal responsibility to keep bullets from escaping the Club's property.

Walburg believes it is irresponsible for the Township to not supplement the safety work of the Club and requested that the Township install additional fencing and signs east of the property line at the bottom of the hill adjacent to the rifle to warn parks users of the gun range.

The Board instructed staff to review fencing/signage options and bring the matter back to the Board.

XI. ADJOURNMENT

**Motion** by Clerk Larsen and seconded by Trustee Behm to adjourn the meeting at 7:25 p.m. **Which motion carried.**

Respectfully Submitted,



Laurie Larsen  
Grand Haven Charter Township Clerk



Mark Reenders  
Grand Haven Charter Township Supervisor



GRAND HAVEN CHARTER TOWNSHIP

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# SUPERINTENDENT'S MEMO

DATE: November 18, 2022  
TO: Township Board, Department Directors  
FROM: Cargo & Sandoval  
SUBJECT: 2023 Budget

## **OVERVIEW:**

Pursuant to state law, the Township superintendent must prepare and forward a budget to the full Board for consideration. *(This work was reviewed by the elected officials at a November 16<sup>th</sup> Board work session on the FY2023 Budget.)*

The Truth-in-Taxation hearing was held on Monday, September 12<sup>th</sup>. The public hearing on the Special Assessments was held on Monday, November 14<sup>th</sup>. The public hearing for the FY 2023 budget is scheduled for **Monday, November 28<sup>th</sup> at 7:00 p.m.**

In addition to this cover memorandum, please find the following:

1. The 2023 Summary of Revenues/Expenditures spreadsheet. *(This is one of the most important budget documents providing a one-page overview of revenues and expenditures and projecting the fund balance or cash reserves of each of the eleven funds. **All the Township's Funds are "balanced" inasmuch as they are projected to maintain healthy fund balances or cash reserves at the end of FY2023.**)*
2. The 2023 Budget Worksheet, which provides line-item detail and comparison with the previous two years.

## **2023 BUDGET SUMMARY:**

The Township's FY2023 budget – which begins on January 1<sup>st</sup> – is **unusual** because four of the FY2022 park projects (*i.e., Pottawattomie Park waterfront project, Schmidt Heritage Park project, Hofma Park and Preserve MNRTF project, and the Groesbeck MNRTF land acquisition project*) will be carried forward and completed in FY2023. In addition, because the construction

costs of these projects were estimated prior to the COVID-19 pandemic, all of the projects will cost substantially more due to either construction costs and/or change orders that were deemed necessary. The additional costs will be covered by the General Fund.

Further, FY2023 is **unusual** because there will be few new capital projects but a significant amount of construction planning for FY2024 capital projects. Specifically, the Township will be completing construction documents for:

1. A third transmission main through the City of Grand Haven with a construction cost estimate of \$6+ million (*which, due to supply chain issues, will likely require a budget amendment during FY2023 for the early order of the water main and related appurtenances*);
2. A new Fire/Rescue station, assuming voter approval of the May bond election, with a construction cost estimate of \$10+ million; and,
3. A DDA water main extension project with a construction cost estimate of \$3.2+ million. (*A portion of this project is outside of the DDA boundaries and will be assigned to the Water Fund.*)

Although expenditures exceed revenues, the FY2023 budget is “balanced” inasmuch as the difference is taken from the existing fund balances, cash reserves and/or bond revenues for these planned capital improvement projects. Moreover, the budget is balanced since the fund balances or cash reserves will remain positive in each of the funds – totaling about **\$13.09 million at the end of FY2023**.

It is important to remember that although GHT adopts a single budget resolution each year, the total budget (i.e., about \$17.44 million) discussed in this overview is actually fourteen (14) separate budgets ... one for each of the Township’s funds. With few exceptions, monies from one fund cannot be transferred to other funds, unless there is a specific service received.

It is also noted that most of funds and accounts are referenced as a “continuation budget”. This means that the activities previously approved by the Board are being maintained and the cost for these services are substantially similar.

The remainder of this cover memorandum will briefly review each of these fourteen (14) separate budgets.

### **1 - General Fund:**

**The General Fund budget will have revenues of \$4.65 million and expenditures of \$5.13 million.** The General fund’s fund balance will be an estimated **\$2.83 million** on December 31<sup>st</sup> of 2023. This undesignated fund balance equates to about a seven-month surplus, which is considered very healthy and above↑ the minimum \$1.6 million fund balance instituted by the Township Board.

Property tax revenues raised from the 1.0221 allocated millage will be about \$910k, which is an increase of about \$60k over previous.

The Taxable Value (TV) of the Township has increased↑ by about 6.4% or about \$58 million to the current estimate of about \$965 million. (*The SEV for the Township exceeds \$1.24 billion.*) About \$30 million (or 52%) of this \$58 million increase is related to the inflation factor imposed by the State of Michigan, which leaves about \$28 million (or 48%) related to other factors – such as new construction, additions, or “uncapping”. (*Remember that the property tax monies are collected in December of 2022 for the 2023 Fiscal Year are based upon 2021 Assessments.*)

It should be noted that most Personal Property Tax revenues (*or PPT*) are virtually eliminated. However, this only has a minor impact on the General Fund. The impact of the PPT legislation has a greater impact on the DDA Fund; but, the State of Michigan is expected to reimburse the Township for this revenue loss in the amount of about **\$164k** for FY 2023.

Revenues associated with construction are expected to remain steady with permit revenues estimated at **\$426k**. New housing starts are expected to decline because of high interest rates.

The State Shared Revenues are estimated at **\$1.92 million**, which is about a 21% decline↓ over FY2022. (*Recall that FY2022 included “catch-up” monies related to the 2020 Census.*) This total includes about \$1.86 million for the constitutional portion of revenue sharing (*i.e., related to the State Sales Tax*) and about \$60k from the statutory portion (*i.e., the so-called “City, Village, and Township Revenue Sharing” or CVTRS program*).

To qualify for the CVTRS monies, the Township must meet all the requirements of 2016 PA 268 (*e.g., complete a F-65 Citizen’s Guide, maintain on-line Performance Dashboard, Debt Service Report, Projected Budget Report, signed certification form, etc.*). However, it is noted that, unlike the Constitutional portion of the State Shared Revenues, these CVTRS monies can be eliminated by the State Legislature (*i.e., “what the state giveth, the state can taketh away”*). For example, the Township did not receive any CVTRS monies for FY 2016.

The General Fund revenues include “Administrative & Supervision Fees” of about **\$465k** paid from other Funds to cover the cost of services provided by the Finance and Administrative departments. (*See the “2023 Administrative Fees and Overhead” spreadsheet.*)

An overview of the General Fund Accounts includes the following:

- 1) The Legislative Account is a continuation budget. However, expenditures are about \$7k more↑ than previous mostly due to increases for liability insurance. This account contains monies for the following activities or projects:
  - a. \$37k to support economic development activities through the Chamber of Commerce per the current contract
  - b. \$ 8k for July 4<sup>th</sup> fireworks
  - c. \$ 3k for the Coast Guard Heroes and Legends Dinner
  - d. \$ 7k for annual Michigan Townships Association dues
  - e. \$ 3k for holiday lighting
  - f. \$ 2k for conferences and seminars
  - g. \$ 1k for an Employee Recognition Lunch

h. \$ 9k for an Appreciation Dinner for committee members and staff

- 2) The Supervisor Account is a continuation budget with any increase a result of inflation related labor cost increases.
- 3) The Administrative Account is a continuation budget with any increase a result of inflation related labor cost increases.
- 4) The Finance Department is a continuation budget. However, expenditures are about \$36k more↑ than previous, mostly because of inflation related labor costs and the use of a better credit card processing vendor (*i.e.*, “Invoice Cloud” at about \$8k).
- 5) The Clerk Account is a continuation budget.
- 6) The Board of Review Account is a continuation budget.
- 7) The Treasurer Account is a continuation budget.
- 8) The Assessing Account is a continuation budget.
- 9) The Elections Account has been budgeted with the understanding that 2023 will have one election – the May school election, which will also have the Township Fire/Rescue bond proposal on the ballot. The Elections account is about \$81k less↓ than FY2022.
- 10) The Building and Grounds Account expenditures have been reduced↓ by about \$10k over previous. The major capital costs for this account include the following:
  - \$4k to add a security camera to the backyard and fuel area;
  - \$4k to power wash the Administrative building;
  - \$1k to paint the Administrative parking lot lines; and,
  - \$6k to replace landscaping and turf.
- 11) The Community Development Account is a continuation budget. However, expenditures are about \$40k more↑ than previous mostly because of inflation impacts on liability insurance and labor costs.
- 12) The Storm Drains Account is funding an estimated \$139k – \$137k for at-large drain maintenance costs and \$2k for the so-called “Orphan Drain” project, which will be completed as time permits.
- 13) The Road Construction Account is no longer utilized. Rather, the General Fund will transfer \$500k to the Municipal Street Fund to supplement the maintenance monies that this Fund will expend on street maintenance during FY 2023.

*[Because Act 51 monies (i.e., gas and weight taxes) are insufficient for the Ottawa County Road Commission to maintain the county roads, GHT has used General Fund*

*monies to supplement the Road Commission's maintenance activities. Specifically, the following road maintenance activities are allotted to the Township:*

- *all subdivision resurfacing;*
- *all dust control; and,*
- *some gravel road maintenance.]*

- 14) The Street Lighting Account is a continuation budget with Special Assessment Lighting District (SALD) revenues covering about 95% of the cost. *(Recall that GHT pays for certain intersection lights as opposed to having these lights included in any SALD.)* That said, because of more efficient lights being installed, the expenditure for this account will be reduced by about \$5k.
- 15) The Waste Collection Account is a continuation budget.
- 16) The Cemetery Account is a continuation budget; but, is about \$26k higher<sup>↑</sup> than previous due to inflationary impacts on labor and about \$10k to replace the cemetery signs.
- 17) The Planning Commission Account is a continuation budget with no special projects.
- 18) The Zoning Board of Appeals Account is a continuation budget.
- 19) The Parks and Recreation Account will increase<sup>↑</sup> by about \$154k mostly related to the costs of operating the Schmidt Heritage Park and the hire of a new full-time Public Services employee focused on parks maintenance. For FY 2023, the following maintenance and equipment purchases are noted:
  - a. \$40k for a new truck for a new Parks employee scheduled to be hired.
  - b. \$30k for three new Parks entrance signs *(i.e., Schmidt Heritage Park, Hofma Preserve, and Hofma Park)*. All signs will be constructed over the winter by Township staff.
  - c. \$45k for Toro Grounds Master 7210T4 lawn mower.
  - d. \$13k for Toro MDX Yard Cart.
  - e. \$15k for Toro Sand Pro 20-402 field dresser.
  - f. \$16k for New Rider 1700 Airless line striper.
  - g. \$16k for a Toro stand mower.
  - h. \$13k for a Standup blower.
  - i. \$ 9k for a trail head kiosk at the 168<sup>th</sup> Hofma Preserve entrance.
  - j. \$ 8k for trailer.

All other maintenance projects are less expensive; but, listed in the line-item budget.

- 20) The Appropriations Transfers Account sends:
  - a. \$500k for street maintenance activities. *(This is in addition to the \$300k used for the street maintenance from the Municipal Street Fund and the use of about \$200k in cash reserves from the Street Fund.)*

- b. \$120k for pathway maintenance activities in the Pathway Fund. (*This is in addition to the \$373k being used from the Pathway Fund.*)
- c. \$850k for capital projects in the Parks.
- d. \$239k for information technology.
- e. \$ 5k for Retiree Health costs related to retiree health care for certain covered retirees. (*Retiree health care costs have been abolished for all employees – except the full-time union Fire/Rescue staff.*)

**2 - Municipal Street Fund:**

This Fund accounts for monies related to the .9408 millage approved by the voters in 2011 and renewed in 2021.

**The Municipal Street Fund budget will have revenues of about \$1.35 million and expenditures of about \$1.53 million.** The monies are used for two purposes. First, a portion of the monies (*i.e., an amount equal to 0.60 mills*) are utilized to fund Harbor Transit service in the Township, which is estimated to be about \$531k during FY2023.

Second, a portion of the monies (*i.e., an amount equal to 0.34 mills or about \$306k*) are added to General Fund Transfer monies and utilized for road maintenance work, which is estimated to be about \$1 million during FY 2023, which includes as follows:

- ✓ Dust Control - \$ 37k
- ✓ Subdivision Resurfacing - \$963k

The fund balance of the Municipal Street Fund will be about **\$77k** at the end of FY 2023.

**3 - Fire Fund:**

The budget for the Fire/Rescue Department reflects the 2014 voter approved millage rate of 1.9 mills, which was renewed in FY2022.

**The Fire/Rescue budget will have revenues of about \$1.74 million and expenditures of about \$1.70 million.** The Fire/Rescue fund balance is projected to be \$723k at the end of FY2023.

The table below is used to annually compare the projected fund balances that were presented to the voters in 2014 to the actual/budgeted fund balance. The Township will be **far above** projections at the end of FY 2023 – about \$534k higher or 281% above projections.

Fire/Rescue Millage - Projected Fund Balance vs. Actual/Budgeted										
Year	Original 2014 Projected Surplus	Original 2014 Projected CIP Costs	Original 2014 Projected Fund Balance	Actual (A) / Budgeted (B) CIP Costs	Actual (A) / Budgeted (B) Surplus (Deficit)	Actual (A) / Budgeted (B) Fund Balance			% Difference Projected vs. Actual	
2014			\$93,348			\$80,423	A		-13.85%	
2015	\$100,000	\$30,000	\$163,348	\$24,160	A	\$78,129	A	\$158,552	A	-2.94%
2016	\$100,000	\$31,000	\$232,348	\$47,729	A	\$126,302	A	\$284,854	A	22.60%
2017	\$100,000		\$332,348	\$13,775	A	\$160,815	A	\$445,669	A	34.10%
2018	\$100,000	\$52,700	\$387,348	\$69,747	A	\$137,644	A	\$583,313	A	50.59%
2019	\$100,000		\$487,348	\$174,977	A	\$18,379	A	\$601,692	A	23.46%
2020	\$100,000	\$712,000	\$587,348	\$597,970	A	(\$257,520)	A	\$344,172	A	-41.40%
2021	\$100,000	\$139,000	\$7,348	\$209,832	B	\$480,317	B	\$818,711	B	11041.96%
2022	\$100,000		\$107,348	\$425,400	B	\$189,590	B	\$674,671	B	528.49%
2023	\$100,000	\$18,000	\$189,348	\$48,000		\$48,120		\$722,791		281.73%
2024	\$100,000	\$52,000	\$237,348							
2025	\$100,000		\$337,348							

The Fire/Rescue budget contains the following highlights:

- a. Purchase four sets of turnout gear at \$21k.
- b. Equipment for the new brush truck \$48k.
- c. \$25k in OPEB costs (*i.e., retiree health care*) for the IAFF union members.
- d. \$73k for Information Technology Services.

It is noted that the 801.000 line item for Legal and Professional Fees has monies budgeted for design costs (*i.e., \$16k*), construction estimates (*i.e., \$11k*), and preliminary bond services for the proposed fire station. Assuming that voters approve the proposed Fire Station bond vote in May, the Fire Fund will be reimbursed from the bond revenues. If the bond is rejected by the voters, these will be unreimbursed “*sunk costs*”.

#### **4 - Police Services SAD Fund:**

This budget accounts for Special Assessment District (SAD) monies (*equal to 0.55 mills*) that are used to provide police services through contracts with the Ottawa County Sheriff’s Department.

**The fund is estimated to have \$565k in revenues and expenditures at \$619k for FY 2023.** (*This fund pays for 3.3 COPS deputies, who supplement the work of the Sheriff’s department in GHT. A portion of the costs for the high school officer is funded by the GHAPS. An additional officer is added for the Summer months*)

It is noted the FY2022 renovation of the restroom (*i.e., \$17k*) carried into FY 2023.

Cash reserves in the Police Services SAD Fund are projected to decrease↓ by about \$54k to about **\$237k** at the end of FY 2023.

#### **5 - Downtown Development Authority:**

The Grand Haven Charter Township Downtown Development Authority (DDA) has been

expanded and extended. The next step is to amend the original Tax Increment Finance (TIF) and Development Plan.

That said, **the DDA budget has projected revenues of about \$958k with estimated expenditures of \$142k.** The major expenditure will be \$125k for the engineering related to the extension of municipal water, connecting the Grand Rapids US-31/M-45 water meter station with the Hiawatha Drive water meter station.

The DDA Fund fund balance at the end of FY 2023 is projected at **\$3.18 million** – which will allow for significant capital projects in FY2024 in the expanded portion of the DDA district.

#### **6 – American Rescue Plan Act (ARPA) Fund**

Of the remaining \$1,514,841 (*plus any earned interest*) of ARPA monies, the funds will be appropriated as follows:

- ✓ 75% (*i.e., about \$1.14 million*) be expended in the Water Fund to offset the cost of the proposed FY 2024 third transmission main and meter station project – which has a total estimated project cost of about \$5.85 million.
- ✓ 25% (*i.e., about \$378k*) be expended as matching monies for the Ottawa County broadband project designed to construct the “middle mile” (*i.e., middle mile is the physical fiber optic infrastructure needed to enable broadband internet connectivity*).

The ARPA monies must be spent or obligated before December 31<sup>st</sup> of 2024. That said, until the ARPA monies are obligated, only the interest monies will appear in the budget.

#### **7 & 8 - Debt Funds – Parks Debt Service & Pathways Debt Service:**

The debt funds are a budgeting “no-brainer”. GHT collects the revenues and pays the bonds pursuant to the bonds’ repayment schedules. **The total debt revenue collected will be about \$643k** from these two funds.

Further, **a total of about \$654k in debt payments will be made during 2023** from the Parks Debt Fund and the Pathway Debt Fund.

#### **9 – Pathway Fund:**

**The Pathway Fund will collect about \$514k in revenues and incur an estimated \$676k in expenditures.**

The major costs for the Pathway Fund include:

- a. \$90k to replace some retaining walls along 152<sup>nd</sup> Avenue.
- b. \$40k to replace a 2008 Ford F250.

The fund balance of the Pathway Fund will fall to an estimated **\$12k** at the end of FY2023.

## **10 – Parks Construction Fund**

The Parks Construction Fund will have about **\$1.41 million** in revenues – which includes \$546k in grants from the State of Michigan.

Expenditures within this Fund will be about **\$2.95 million**.

The two major capital projects being carried forward include:

- ✓ \$2.20 million – Schmidt Heritage Park Phase I
- ✓ \$670k – Hofma Park Improvements
- ✓ \$ 13k to raze and remove the two (2) structures on the Groesbeck property.

The cash reserves of this Fund are expected to be about \$11k at the end of the fiscal year.

## **11 – Sewer Fund:**

**The Sewer Fund will collect about \$933k in revenues and incur an estimated \$679k in expenditures.** (See the “Yearly Waste Water Totals & Projections” spreadsheet.)

The significant costs within the Sewer Fund budget include the following:

- a. \$255k to process an estimated 112.1 million gallons of wastewater collected
- b. \$102k for administrative overhead
- c. \$ 80k in debt payments
- d. \$ 34k for routine maintenance of the system
- e. \$ 29k for Information Technology Services.

The cash reserves of the Sewer Fund are estimated to increase↑ by about \$254k to a projected **\$1.25 million** at the end of FY 2023.

## **12 - Water Fund:**

**The Water Fund will collect about \$3.25 million in revenues and incur an estimated \$2.89 million in expenditures.** (See the spreadsheet entitled “NOWS/Grand Rapids Water Totals & Projections”.)

The revenues are based on the sale of about 659.4 million gallons of potable water and fifty (50) new residential connections.

The significant costs within the Water fund include the following:

- a. \$814k to purchase about 739 million gallons of water
- b. \$225k to purchase land for the transmission main #3 meter station
- c. \$233k for administrative overhead
- d. \$ 51k for meter purchases
- e. \$ 23k for hydrant purchases
- f. \$ 29k for service line purchases

- g. \$ 51k for contracted services associated with a projected 40 new water connections
- h. \$ 16k for hydrant repair and maintenance
- i. \$ 91k to repair 30 service line breaks (*associated with the plastic service lines still in the system*);
- j. \$ 89k for Information Technology Services, and
- k. \$385k for various debt payments.

The budget resolution will increase↑ fees for water taps in order to cover the higher costs, especially related to contractor costs— specifically the following will be as follows:

- ✓ a ¾" meter with a 1" service line was \$1,900 and will be increased to \$2,600; and,
- ✓ a 1" meter with a 1" service line was \$2,000 and will be increased to \$2,700.

The cash reserves of the Water Fund are projected to increase↑ by about \$357k to an estimated **\$4.48 million**.

**13 - Information Technology:**

Information Technology (IT) costs for FY 2023 has revenues of **\$432k** – with the following transfers into this Fund:

- General Fund Transfer = \$239k (*or 55.4%*)
- Fire/Rescue Fund Transfer = \$ 72k (*or 16.8%*)
- Sewer Fund Transfer = \$ 30k (*or 6.9%*)
- Water Fund Transfer = \$ 90k (*or 20.9%*)

The expenditures are also **\$431k** for the IT budget and can be divided into the following four major categories:

- Software & License fees = **\$237k** (*about 54.8%*)
- IT professional fees = **\$ 99k** (*about 23.1%*)
- Computer hardware costs = **\$ 17k** (*about 3.9%*)
- Replace UPS (battery backup) = **\$ 12k** (*about 2.8%*)
- Replace 13 Network Switches = **\$ 66k** (*about 15.5%*)

The fund balance will be at about \$39k at the end of the FY2023.

**14 – Employee Retiree Health Care Trust Fund:**

Other Post-Employment Benefits (OPEB) is an accounting concept created by the Governmental Accounting Standards Board (GASB) that is designed to address expenses that entities may or may not be legally bound to pay but pay as a moral obligation. For GHT, the only OPEB cost is a retiree medical benefits plan that provides health insurance for current retirees and IAFF union members (*i.e., full-time fire fighters*) between the ages of 60 and 65 and a Medicare “filler” insurance program after age 65.

Recall that the Township transferred the OPEB Fund monies into a Trust Fund in 2016 in

order that contributions for retiree health care on behalf of current retirees and full-time fire fighters could be counted toward any OPEB liability – which will allow this obligation to be fully funded pursuant to an amortization schedule prepared by Watkins Ross.

**OPEB contributions from the appropriate funds are projected at \$32k while the OPEB costs for 2023 are budgeted at \$29k.** The projected fund balance for this Trust Fund will be about \$198k at the end of the 2023 fiscal year.

To approve the FY2023 Budget, as presented, the following motion can be offered:

**Motion to approve Resolution 22-11-07 approving the FY2023 Budget, as presented, with fourteen (14) Funds totaling about \$17.44 million.**

If you have any questions or comments, please contact either Cargo or Sandoval at your convenience.

**2023  
Budget**

Updated 11/9/22

**Summary of Revenues/Expenditures**

<b>FUNDS</b>	<b>Revenues</b>	<b>Expenditures</b>	<b>Difference</b>	<b>Projected Fund Balance or Cash Reserves on 12/31/22</b>	<b>Projected Undesignated Fund Balance or Cash Reserves on 12/31/23</b>
<b>General Fund</b>	\$4,649,990	\$5,131,350	(\$481,360)	\$3,312,727	\$2,831,367
<b>Municipal Street Fund</b>	\$1,345,530	\$1,533,350	(\$187,820)	\$264,703	\$76,883
<b>Fire/Rescue Fund</b>	\$1,745,390	\$1,697,270	\$48,120	\$674,671	\$722,791
<b>Police Services SAD</b>	\$565,090	\$619,000	(\$53,910)	\$291,282	\$237,372
<b>DDA Fund</b>	\$957,880	\$142,310	\$815,570	\$2,368,170	\$3,183,740
<b>ARPA Fund</b>	\$2,000	\$0	\$2,000	\$1,730	\$3,730
<b>Debt - Parks</b>	\$339,390	\$350,450	(\$11,060)	\$52,950	\$41,890
<b>Debt - Pathway</b>	\$303,490	\$303,490	\$0	\$3	\$3
<b>Pathway</b>	\$513,660	\$676,240	(\$162,580)	\$174,433	\$11,853
<b>Parks Construction</b>	\$1,406,700	\$2,948,200	(\$1,541,500)	\$1,553,096	\$11,596
<b>Sewer Fund</b>	\$932,860	\$679,570	\$253,290	\$1,001,710	\$1,255,000
<b>Water Fund</b>	\$3,251,500	\$2,894,270	\$357,230	\$4,120,112	\$4,477,342
<b>IT Service Fund</b>	\$431,890	\$431,790	\$100	\$38,850	\$38,950
<b>Retiree Health Care Fund</b>	\$31,670	\$29,300	\$2,370	\$195,376	\$197,746
<b>TOTALS</b>	<b>\$16,477,040</b>	<b>\$17,436,590</b>	<b>(\$959,550)</b>	<b>\$14,049,813</b>	<b>\$13,090,263</b>
<b>Debt Funds - TOTAL</b>	\$642,880	\$653,940	(\$11,060)		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 000  
Revenues

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
402.000	PROPERTY TAXES - REAL	900,460	850,200	842,240	909,910	Based upon a general operating levy of 1.0221Mills (Ad valorem, plus IFT/FTE less DDA & Brownfield Capture) See estimated tax revenue sheet
412.000	PROPERTY TAXES-DELINQT PERS	650	500	210	500	Based on projected activity
434.000	PROPERTY TAXES-TRAILER FEES	4,270	4,280	3,950	4,300	716 lots x .50 x 12
445.000	PROPERTY TAXES-INT & PENALTIES	5,570	7,860	7,940	7,000	Late fees on property taxes, based on previous year's experience.
447.000	PROPERTY TAXES-ADMIN FEE	279,380	293,890	305,120	311,610	1% administrative fee on property taxes collected
451.000	SPECIAL ASSESSMENTS - LIGHTS	121,410	123,560	123,550	120,300	Based upon current light districts approved by the Board
452.000	SPECIAL ASSESSMENTS - ROADS	17,380	15,750	16,350	0	None - paid off in 2022
477.000	FRANCHISE FEES	238,020	234,700	179,580	224,500	Charter Communications
						AT&T
						Waste Haulers
						<b>Justification Items Total:</b>
						<b>205,000</b>
						<b>18,000</b>
						<b>1,500</b>
						<b>224,500</b>
528.000	FEDERAL GRANTS - OTHER	0	3,710	3,710	0	None anticipated
540.000	LIQUOR CONTROL FEES	9,000	8,800	8,870	8,900	Based upon projected activity
566.300	DNR GRANT - POTTAWATTOMIE PARK	104,070	30,420	30,420	0	Complete in 2022
573.000	LOCAL COMMUNITY STABILIZATION SHARE	0	53,260	53,250	0	None anticipated
574.000	STATE REVENUE SHARING	1,615,100	1,965,190	1,729,830	1,917,460	Based on current State estimates - Constitutional (As of May 2022)
						Statutory
						<b>Justification Items Total:</b>
						<b>1,857,240</b>
						<b>60,220</b>
						<b>1,917,460</b>
613.000	PLANNING/BOARD OF APPEALS FEES	6,270	6,000	7,170	6,000	Estimate of 4 ZBA applications (\$250 fee)
						Estimate of 10 PC applications (fee range \$150-\$1,000)
						<b>Justification Items Total:</b>
						<b>1,000</b>
						<b>5,000</b>
						<b>6,000</b>
613.100	CONSTRUCTION BOARD OF APPEALS	0	150	0	150	Based upon current level of activity
614.000	VARIOUS FEES	93,690	60,950	59,910	65,800	Payment in lieu of taxes from BLP
						Payment in lieu of taxes from Health Pointe
						Payment in lieu of taxes from The Village at Rosy Mound
						Planning Services Contract with Village of Spring Lake
						Metro ROW fees
						Peddler's/Dog license fees
						Land division fees
						Property information fees
						Ordinance book revenue
						Printed material sales
						NSF Fees (10 @ \$25)
						Facility rental fees (Bayou Point and other)
						Duplicate bill fees
						<b>Justification Items Total:</b>
						<b>9,200</b>
						<b>17,600</b>
						<b>1,700</b>
						<b>21,600</b>
						<b>13,500</b>
						<b>500</b>
						<b>400</b>
						<b>50</b>
						<b>200</b>
						<b>200</b>
						<b>250</b>
						<b>500</b>
						<b>100</b>
						<b>65,800</b>
614.600	SUMMER TAX COLLECTION FEES	18,690	18,810	18,910	19,010	Paid by the school district at a rate of \$2.75/parcel for an estimated 6,920 parcels

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 000  
Revenues

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT	
615.000	CEMETERY GRAVE OPENING FEES	34,800	28,000	37,720	35,000	Based upon current level of activity	
616.000	CEMETERY LOT SALES/TRANSFERS	42,020	30,000	23,650	22,000	Based upon current level of activity	
627.000	BUILDING PERMIT FEES	312,940	270,000	268,380	280,000	Estimate Based on Projected Activity	
628.000	ELECTRICAL PERMIT FEES	52,110	48,000	47,070	52,900	Estimate Based on Projected Activity	
629.000	PLUMBING PERMIT FEES	31,860	24,000	24,300	30,000	Estimate Based on Projected Activity	
630.000	MECHANICAL PERMIT FEES	64,330	56,000	54,540	63,900	Estimate Based on Projected Activity	
631.000	ZONING PERMIT FEES	9,210	8,500	8,740	12,000	Fences	5,500
						Sheds	4,500
						Other	800
						Signs	1,200
						<b>Justification Items Total:</b>	<b>12,000</b>
651.000	BOAT LAUNCH FEES	37,910	33,000	35,440	35,000	Based on current level of activity	
651.500	PARKS RENTALS	11,480	21,760	15,210	16,000	Based on current level of activity	
657.000	ORDINANCE VIOLATION FINES	750	3,000	3,670	1,000	Based upon projected activity	
665.000	INTEREST INCOME	16,120	16,210	25,720	26,100		
673.000	SALE OF FIXED ASSETS	0	5,500	5,440	0	None anticipated	
674.000	PRIVATE CONTRIBUTIONS & DONATIONS	0	0	250	250		
676.000	REIMBURSEMENTS	2,260	9,500	18,310	5,000	Insurance claims, etc...	
676.500	REIMBURSEMENTS - EE HEALTH INS CONT	6,810	10,000	5,190	6,400	Employee Contribution	
680.000	ADMINISTRATION & SUPERVISION	418,200	474,060	434,550	465,000	See spreadsheet for details	
684.000	MISCELLANEOUS INCOME	2,040	7,000	6,510	4,000	Insurance Dividends	3,000
						Other	1,000
						<b>Justification Items Total:</b>	<b>4,000</b>
699.285	OP TRANSFER IN - ARPA FUND	80,310	0	0	0		
		<b>4,537,110</b>	<b>4,722,560</b>	<b>4,405,700</b>	<b>4,649,990</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 101 LEGISLATIVE  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	18,530	20,510	17,090	22,810	Wage Established for four board members @ \$5,536/Trustee Allocation of Information Technology Wages	22,150 660
<b>Justification Items Total:</b>						<b>22,810</b>
707.000 COMM MEETING & CONF PAY	1,030	1,800	1,250	1,200	Committee meetings	
708.000 INTERNET	2,400	2,400	2,000	2,400	\$50 per month per trustee	
715.000 FICA	1,680	1,890	1,560	2,020	Based upon 7.65% of all compensation (salary, committee pay, internet)	
719.700 EMPLOYEE ASSISTANCE PROGRAM	170	240	170	200	4 @ \$20 each plus \$100 admin fee	
721.000 WORKERS COMP INSURANCE	350	820	680	1,020	Based on current rates	
727.000 OFFICE SUPPLIES & POSTAGE	5,100	4,000	4,340	4,200	Copies	1,500
					General postage	1,700
					Supplies	1,000
<b>Justification Items Total:</b>						<b>4,200</b>
801.000 LEGAL AND PROFESSIONAL FEES	46,180	44,000	31,400	45,500	Fees paid to Dickinson & Wright Watkins Ross - OPEB rollforward valuation	44,000 1,500
<b>Justification Items Total:</b>						<b>45,500</b>
802.000 CONFERENCES, DUES, SUB'S	8,110	9,700	8,800	9,700	Annual MTA dues	6,700
					Miscellaneous	500
					Mileage	300
					Conferences and seminars	1,500
					GH Chamber Annual membership	700
<b>Justification Items Total:</b>						<b>9,700</b>
803.000 CONTRACTED SERVICES	0	300	170	300	Shredding contract - Shred Hub	
805.000 AUDIT SERVICES	5,300	5,300	5,300	5,420	40% of \$13,550	
826.000 PROPERTY & LIABILITY INSURANCE	18,680	20,890	20,440	26,480	Property and Liability Insurance (Effective Nov 1st)	
861.000 TRAVEL & MILEAGE	0	50	0	50	Based on anticipated level of activity	
880.000 ECONOMIC DEVELOPMENT CONTRACT	35,630	36,540	34,380	36,540	Based upon contract with the Chamber of Commerce	
885.000 COMMUNITY PROMOTION	14,450	15,700	4,850	14,100	July 4th fireworks	7,500
					Coast Guard Heros and Legends Dinner	3,000
					Holiday Lighting	3,200
					Business Recognition Award	400
<b>Justification Items Total:</b>						<b>14,100</b>
900.000 PRINTING & PUBLISHING	8,480	8,000	7,070	8,000	Publishing & Posting	
955.000 HEALTH & SAFETY	120	120	0	100	Training, materials, videos	
956.000 MISCELLANEOUS EXPENSE	7,460	14,000	1,840	14,800	Newspaper subscriptions, Miscellaneous Needs, etc	4,100
					Employee Recognition Luncheon (Meal, Certificates, Gifts)	1,200
					Appreciation Dinner	9,500
<b>Justification Items Total:</b>						<b>14,800</b>

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 101 LEGISLATIVE  
Expenditures

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ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
	<hr/> 173,670	<hr/> 186,260	<hr/> 141,340	<hr/> 194,840		

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**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 171 SUPERVISOR  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	20,110	25,560	21,300	27,780	Wage established at \$27,603	27,610
					Allocation of Information Technology Wages	170
					<b>Justification Items Total:</b>	<b>27,780</b>
707.000 COMM MEETING & CONF PAY	270	300	160	300		
708.000 INTERNET	600	600	500	600	\$50 per month	
715.000 FICA	1,610	2,030	1,680	2,200	7.65% of total compensation	
719.700 EMPLOYEE ASSISTANCE PROGRAM	20	40	20	20	1 employee @ \$20	
721.000 WORKERS COMP INSURANCE	130	280	230	240	Based on current rates	
727.000 OFFICE SUPPLIES & POSTAGE	40	100	0	100		
	<b>22,780</b>	<b>28,910</b>	<b>23,890</b>	<b>31,240</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 172 ADMIN,MGR,SUPERINTENDENT,CONTROLL  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
701.000 MANAGERS SALARY	124,070	130,460	108,340	145,590	Annual salary - \$145,589	
702.000 SALARIES	157,580	140,530	121,620	182,360	Assistant Manager/HR Director - Salary of \$103,851 + Insurance opt out of \$2,191 and cell phone stipend of \$600	106,650
					Administrative Assistant - 1040 hrs @ \$27.64/hr (1040 hours to Comm. Development)	28,750
					Administrative Assistant - 1456hrs @ \$30.48/hr (104 hrs - Clerk duties, 520 hrs - Election duties)	44,380
					Overtime - 20 Hrs Ea	1,750
					Allocation of Information Technology Wages	830
					<b>Justification Items Total:</b>	<b>182,360</b>
715.000 FICA	22,090	20,730	18,420	25,090	7.65% of salaries and wages	
716.000 MEDICAL CARE & PHYSICALS	0	100	100	100		
718.000 PENSION	32,770	32,170	23,720	38,240	10% of wages and salaries, excluding sick leave reimbursement & overtime	17,850
					14% of wages and salaries for Manager	20,390
					<b>Justification Items Total:</b>	<b>38,240</b>
719.000 HEALTH INSURANCE	54,670	50,630	36,620	34,100	Blue Care Network - Includes HSA Deposit	
719.100 DENTAL INSURANCE	3,500	3,190	1,840	1,420	Delta Dental - 0% increase	
719.200 DISABILITY INSURANCE	2,190	2,710	2,020	2,910	Short and Long term - 0% increase	
719.300 LIFE INSURANCE	480	240	500	270	\$30,000 for Adminstrative Assistants, \$100,000 Manager and Assistant Manager	
719.700 EMPLOYEE ASSISTANCE PROGRAM	60	100	60	80	4 Employees @ \$20	
721.000 WORKERS COMP INSURANCE	660	1,070	800	900	Based on current rates	
727.000 OFFICE SUPPLIES & POSTAGE	2,430	3,000	2,900	3,000	Based upon current activity	
802.000 CONFERENCES, DUES, SUB'S	3,310	11,500	3,160	6,410	ICMA dues	1,500
					MLGMA Dues (Cargo and Sherwood)	450
					Books, Publications	200
					Training for Admin Assts	500
					SHRM Dues plus Local Chapter	510
					SHRM Conference & Training	1,600
					MMA Conference and MERS Conference	900
					MTA Conference	750
					<b>Justification Items Total:</b>	<b>6,410</b>
861.000 TRAVEL & MILEAGE	250	150	340	250	Mileage to Classes/Misc	
862.000 VEHICLE MAINTENANCE & REPAIR	0	500	270	500	General vehicle maintenance and tires	
900.000 PRINTING & PUBLISHING	3,150	2,000	890	1,600		
936.000 EQUIPMENT MAINTENANCE	0	100	0	100	Repair of printers and other office machines	
956.000 MISCELLANEOUS EXPENSE	900	750	410	500	Based on prior years activity	
965.000 EQUIPMENT PURCHASES	1,200	2,130	2,340	1,000	Miscellaneous small equipment	
971.000 CAPTIAL OUTLAY	0	21,690	21,690	0	None anticipated	
	<b>409,310</b>	<b>423,750</b>	<b>346,040</b>	<b>444,420</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 191 FINANCE  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	183,220	206,030	171,180	230,630	Finance Director - salary of \$100,975 plus ins opt out of \$4,000 and cell phone stipend of \$600	105,580
					Finance Clerk - \$29.49/hr	61,340
					Accounting Assistant - \$27.64/hr plus health & dental ins opt out of \$4,355	61,850
					Overtime (10 hours each)	860
					Allocation of Information Technology Wages	1,000
					<b>Justification Items Total:</b>	<b>230,630</b>
715.000 FICA	14,210	15,760	13,070	17,650	7.65% of salaries and wages	
716.000 MEDICAL CARE & PHYSICALS	0	100	0	100		
718.000 PENSION	17,390	19,690	16,640	22,150	10% of wages and salaries (Excluding overtime & insurance opt out)	
719.000 HEALTH INSURANCE	20,950	22,450	20,540	23,310	Blue Care Network - Includes HSA deposit	
719.100 DENTAL INSURANCE	2,670	2,670	2,380	2,530	Delta Dental - 0% increase	
719.200 DISABILITY INSURANCE	1,620	1,750	1,520	1,750	Short and long term - 0% increase	
719.300 LIFE INSURANCE	250	250	230	250	\$30,000 coverage for 3 employees	
719.700 EMPLOYEE ASSISTANCE PROGRAM	50	100	50	60	3 FTE's @ \$20	
721.000 WORKERS COMP INSURANCE	580	1,140	790	960	Based on current rates	
727.000 OFFICE SUPPLIES & POSTAGE	2,840	3,000	2,520	3,000	Based upon current level of activity	
801.001 BANK FEES	6,190	7,000	4,910	14,500	Bank Fees Less Credit Card Rebate	5,500
					Credit Card Processing Fees for Boat Launch Ticket Machine	1,200
					Credit Card Processing Fees for Invoice Cloud	7,800
					<b>Justification Items Total:</b>	<b>14,500</b>
802.000 CONFERENCES, DUES, SUB'S	610	3,570	1,500	3,120	Dues for MGFOA and GFOA	300
					GFOA annual update	200
					Books & Publications - Payroll update	300
					Training for Finance Clerk	500
					Training for Acctg Assistant	500
					Payroll class update	200
					Fall MGFOA conference (\$300) & lodging (\$450)	750
					MGFOA spring conference	220
					Per diems	100
					Chamber meetings	50
					<b>Justification Items Total:</b>	<b>3,120</b>
803.000 CONTRACTED SERVICES	0	300	0	0		
861.000 TRAVEL & MILEAGE	0	200	0	100	Based upon current level of activity	
900.000 PRINTING & PUBLISHING	0	50	0	50		
936.000 EQUIPMENT MAINTENANCE	0	150	0	150	Repair of printers and other office machines	
956.000 MISCELLANEOUS EXPENSE	50	200	0	100	Miscellaneous accounting expenses	
965.000 EQUIPMENT PURCHASES	930	100	0	100		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 191 FINANCE  
Expenditures

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ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
	251,560	284,510	235,330	320,510		

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**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 215 CLERK  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	24,110	29,980	24,210	33,070	Clerk - Wage established at \$24,449 Deputy Clerk - 104 hours @ \$30.48/hr Elections Assistant - 208 Hours @ \$19.33/hr (8 hrs bi-weekly) Overtime - 20 hours Allocation of Information Technology Wages	24,450 3,170 4,030 920 500
<b>Justification Items Total:</b>						<b>33,070</b>
707.000 COMM MEETING & CONF PAY	250	300	30	300		
708.000 INTERNET	600	600	500	600	\$50/month	
715.000 FICA	1,910	2,370	1,890	2,600	7.65% of salaries and wages	
718.000 PENSION	50	280	90	320	10% of Deputy Clerk's Wages	
719.000 HEALTH INSURANCE	80	650	170	470	5% of Deputy Clerk's Benefits	
719.100 DENTAL INSURANCE	10	50	10	30	5% of Deputy Clerk's Benefits	
719.200 DISABILITY INSURANCE	0	30	10	30	5% of Deputy Clerk's Benefits	
719.300 LIFE INSURANCE	0	10	0	10	5% of Deputy Clerk's Benefits	
719.700 EMPLOYEE ASSISTANCE PROGRAM	20	30	20	20	One employee	
721.000 WORKERS COMP INSURANCE	130	280	230	240	Based on current rates	
727.000 OFFICE SUPPLIES & POSTAGE	1,430	2,220	1,910	2,000	New voter ID cards/Master cards, postage for voter ID cards, new voter ID file	
802.000 CONFERENCES, DUES, SUB'S	280	3,200	250	3,200	WMRCA Workshops (Clerk & Deputy Clerk) 2 @ \$10 x 2 MAMC Annual Conference (Clerk & Deputy Clerk) MTA annual conference Miscellaneous Conferences (Clerk & Deputy Clerk) MAMC Dues (Clerk & Deputy Clerk) \$60 x 2 OCCA Dues (Clerk & Deputy Clerk) 6 mtgs @ \$10 x 2	40 1,500 1,200 220 120 120
<b>Justification Items Total:</b>						<b>3,200</b>
861.000 TRAVEL & MILEAGE	0	400	140	400	Off-site conferences/meetings	
956.000 MISCELLANEOUS EXPENSE	0	50	80	100		
965.000 EQUIPMENT PURCHASES	0	100	0	0	None anticipated	
	<b>28,870</b>	<b>40,550</b>	<b>29,540</b>	<b>43,390</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 247 BOARD OF REVIEW  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	2,400	2,590	1,940	2,600	Approximately 80 hours for three members @ \$34.94/hour - minimum of \$60 per meeting (Includes March, July and December Meetings)	
715.000 FICA	180	200	150	240	7.65% of all wages	
802.000 CONFERENCES, DUES, SUB'S	10	300	100	500	Continuing Ed classes/webinars required credits every 2 years	
	<b>2,590</b>	<b>3,090</b>	<b>2,190</b>	<b>3,340</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 253 TREASURER  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	22,670	29,770	24,790	32,310	Treasurer - Wage established @ \$23,577	23,580
					Deputy Treasurer - 260 hours @ \$ 32.92	8,560
					Allocation of Information Technology Wages	170
					<b>Justification Items Total:</b>	<b>32,310</b>
707.000 COMM MEETING & CONF PAY	570	800	80	500	Based upon current level of activity	
708.000 INTERNET	600	600	500	600	\$50/mo.	
715.000 FICA	1,810	2,390	1,910	2,570	7.65% of salary	
718.000 PENSION	770	800	670	860	10% of Deputy Treasurer	
719.000 HEALTH INSURANCE	1,760	2,430	1,440	2,560	12% of Deputy Treasurer benefits	
719.100 DENTAL INSURANCE	190	220	140	210	12% of Deputy Treasurer benefits	
719.200 DISABILITY INSURANCE	60	70	40	70	12% of Deputy Treasurer benefits	
719.300 LIFE INSURANCE	10	10	10	10	12% of Deputy Treasurer benefits	
719.700 EMPLOYEE ASSISTANCE PROGRAM	20	40	20	20	1 employee	
721.000 WORKERS COMP INSURANCE	120	280	230	240	Based on current rates	
727.000 OFFICE SUPPLIES & POSTAGE	6,220	5,600	2,930	7,000	Postage expenses for tax bills. (Need to go out First class mail)	
801.000 LEGAL AND PROFESSIONAL FEES	390	500	0	200		
802.000 CONFERENCES, DUES, SUB'S	940	2,500	200	1,750	MTA and MMTA dues (Deputy Treasurer & Finance Director)	250
					MMTA Winter Workshop (1 attendee)	400
					MMTA Fall Conference (2 attendees)	1,000
					MTA Training/Webinars	100
					<b>Justification Items Total:</b>	<b>1,750</b>
861.000 TRAVEL & MILEAGE	0	250	0	250	Based on current level of activity	
900.000 PRINTING & PUBLISHING	3,600	3,500	2,410	5,000	Printing of summer & winter tax bills & delinquent tax notices and inserts	
	<b>39,730</b>	<b>49,760</b>	<b>35,370</b>	<b>54,150</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 257 ASSESSOR/EQUALIZATION DEPARTMENT  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	72,720	77,880	64,960	88,550	Assessor's salary - \$87,111 plus cell phone stipend of \$600	87,720
					Allocation of Information Technology Wages	830
<b>Justification Items Total:</b>						<b>88,550</b>
702.400 STAFF SALARIES	64,610	8,730	8,720	0	Changed to contract employee in 2022	
715.000 FICA	10,020	6,630	5,480	6,780	7.65% of wages and salaries	
716.000 MEDICAL CARE & PHYSICALS	100	100	0	100		
718.000 PENSION	13,380	7,800	6,700	8,720	10% of full-time salary & wages, excluding insurance opt out & overtime	
719.000 HEALTH INSURANCE	37,870	19,760	18,450	17,930	Blue Care Network - Includes HSA deposit	
719.100 DENTAL INSURANCE	2,470	1,630	1,490	1,450	Delta Dental - 0% increase	
719.200 DISABILITY INSURANCE	1,060	600	550	490	Short and long term - 0% increase	
719.300 LIFE INSURANCE	130	110	90	80	\$30,000 coverage for 1 full time employees	
719.700 EMPLOYEE ASSISTANCE PROGRAM	40	80	40	20	1 employee @ \$20	
721.000 WORKERS COMP INSURANCE	940	760	530	600	Based on current rates	
727.000 OFFICE SUPPLIES & POSTAGE	4,430	5,500	5,130	6,000	Postage for mailing assessment notices, copy costs and other supplies	
741.000 UNIFORM EXPENSE	0	600	510	200	Clothing for field work	
801.000 LEGAL AND PROFESSIONAL FEES	20	0	580	6,500	Appeals; Wal-Mart, Dollar General, Swan Bravo	
802.000 CONFERENCES, DUES, SUB'S	960	3,640	1,860	2,900	Continuing education classes for renewal of certifications	1,000
					Dues IAAO, MAA, Ottawa County Assessors & Misc associations	550
					State Annual Certification fees - 2 employees @ \$175	350
					Annual assessor's conference, lodging and meals for 1 employee	1,000
<b>Justification Items Total:</b>						<b>2,900</b>
803.000 CONTRACTED SERVICES	0	68,850	39,340	70,000	Property Assessment Solutions	
861.000 TRAVEL & MILEAGE	220	400	0	100	Miscellaneous travel expenses when Township vehicle is not available	
862.000 VEHICLE MAINTENANCE & REPAIR	790	500	340	750	General vehicle maintenance for one van	
863.000 FUEL EXPENSE	60	300	120	300	Gasoline costs for one van	
900.000 PRINTING & PUBLISHING	2,230	3,000	2,310	3,000	Contract for printing assessing notices & notice insert	
936.000 EQUIPMENT MAINTENANCE	0	100	0	100	Repairs of printers and other office machines	
956.000 MISCELLANEOUS EXPENSE	10	100	20	100		
965.000 EQUIPMENT PURCHASES	200	5,520	5,260	250	Replacement of broken equipment if needed	
971.000 CAPTIAL OUTLAY	0	21,690	21,690	0	None anticipated	
	<b>212,260</b>	<b>234,280</b>	<b>184,170</b>	<b>214,920</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 262 ELECTIONS  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	16,200	95,010	60,940	42,620	Deputy Clerk 520 Hrs @ \$30.48/hr Elections Assistants (8hrs/wk + 480 during elections) @ \$19.33/hr Election Inspectors - (\$8,300 May) Deputy Clerk Overtime - 25 hours	15,850 17,320 8,300 1,150
<b>Justification Items Total:</b>						<b>42,620</b>
707.000 COMM MEETING & CONF PAY	170	400	370	100	1 election @ 2 trustees (1 X \$49.45 X 2) + extra mtg for combining precincts	
715.000 FICA	710	4,340	3,050	2,640	7.65% of compensation (Deputy Clerk and Elections Assistants only)	
716.000 MEDICAL CARE & PHYSICALS	0	100	0	100		
718.000 PENSION	420	3,700	1,100	1,590	10% of Deputy clerk's wages, excluding overtime	
719.000 HEALTH INSURANCE	690	8,570	2,020	2,350	25% of Deputy Clerk's Benefits	
719.100 DENTAL INSURANCE	30	610	120	120	25% of Deputy Clerk's Benefits	
719.200 DISABILITY INSURANCE	30	310	130	120	25% of Deputy Clerk's Benefits	
719.300 LIFE INSURANCE	10	60	20	20	25% of Deputy Clerk's Benefits	
719.700 EMPLOYEE ASSISTANCE PROGRAM	0	30	0	20		
720.000 UNEMPLOYMENT INSURANCE EXPENSE	0	1,380	1,380	500	Seasonal Election Workers	
721.000 WORKERS COMP INSURANCE	100	60	40	60	Based on current rates	
727.000 OFFICE SUPPLIES & POSTAGE	5,410	19,850	25,140	6,860	Postage for AV Ballots (7,000 x \$.57 x election) Election Inspector & Church mailings Plastic covering in case of rain for precincts AV Postcards - thru PSI - (7,000 x \$.02/ea x 1 election) "I voted" stickers/pens (3,000 x \$.01/ea x 1 election) Misc Copies	3,990 100 100 140 30 500 2,000
<b>Justification Items Total:</b>						<b>6,860</b>
803.000 CONTRACTED SERVICES	0	1,800	170	800	Mark test ballots (1 x \$500) Monthly shredding service - Shred Hub	500 300
<b>Justification Items Total:</b>						<b>800</b>
861.000 TRAVEL & MILEAGE	0	250	520	250	Based on 1 Election	
900.000 PRINTING & PUBLISHING	3,290	4,000	3,780	3,500	Election Publishing - 1 Election	
936.000 EQUIPMENT MAINTENANCE	3,650	1,820	0	1,820	Testing and setup for election equipment (amt/yr from 2019-2027 per County)	
941.000 BUILDING RENTAL	700	2,100	1,400	700	Hope Reformed Church (1 x \$300) Lakeshore Baptist Church (1 x \$200) Watermark Church (1 x \$200)	300 200 200
<b>Justification Items Total:</b>						<b>700</b>
956.000 MISCELLANEOUS EXPENSE	1,070	1,520	2,110	510	Election Inspectors lunches, dinner, beverage (400 x 1 election) Cell phone use (\$15 x 7) X 1	400 110
<b>Justification Items Total:</b>						<b>510</b>

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 262 ELECTIONS  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
965.000 EQUIPMENT PURCHASES	0	0	4,620	0	None anticipated	
	<u>32,480</u>	<u>145,910</u>	<u>106,910</u>	<u>64,680</u>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 265 BUILDING & GROUNDS  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	37,360	31,370	29,970	42,710	Director - Salary of \$107,452 (10%) Assistant Director - Salary of \$95,131 (10%) Coordinator - 104 hrs @ \$32.12/hr (5%) Crew Leader - 208 hrs @ \$34.98/hr (10%) Summer Help - 600 hrs @ \$17.06/hr	10,750 9,190 3,400 7,210 12,160
					<b>Justification Items Total:</b>	<b>42,710</b>
715.000 FICA	2,790	2,430	2,210	3,330	7.65% of all salaries	
718.000 PENSION	3,060	2,070	2,370	3,040	10% of salaries for full-time employees, excludes sick leave reimbursement & overtime	
719.000 HEALTH INSURANCE	2,840	5,320	5,470	3,280	Blue Care Network, includes HSA deposit	
719.100 DENTAL INSURANCE	230	460	460	350	Delta Dental	
719.200 DISABILITY INSURANCE	230	290	270	260	Short and long term disability - 0% increase	
719.300 LIFE INSURANCE	20	20	30	30	Life insurance	
719.700 EMPLOYEE ASSISTANCE PROGRAM	20	40	20	30	1 full-time employee	
721.000 WORKERS COMP INSURANCE	940	680	610	710	Based on current rates	
727.000 OFFICE SUPPLIES & POSTAGE	30	100	80	100	Office supplies	
741.000 UNIFORM EXPENSE	0	400	0	400	Clothing allowance/replacement for 1 full-time employee	
801.000 LEGAL AND PROFESSIONAL FEES	0	1,000	0	200	Professional services such as legal and consulting	
803.000 CONTRACTED SERVICES	14,120	14,900	11,520	14,900	Basic cleaning services Additional cleaning services (additional carpet, spot cleaning, windows, etc.) Republic Services (garbage service & office paper recycle) Pest control	9,100 1,500 3,550 750
					<b>Justification Items Total:</b>	<b>14,900</b>
817.000 MISS DIG SERVICES	820	900	960	1,000	Fiber connection	
850.000 TELEPHONE EXPENSE	6,590	8,260	4,430	4,840	See telephone/internet worksheet (Includes all general fund expense)	
863.000 FUEL EXPENSE	1,300	2,000	950	1,500	Fuel for plow truck, lawn equipment, etc.	
921.000 ELECTRIC	36,730	33,700	28,410	33,500	Paid to Consumer's Power for electric usage	
922.000 GAS	4,260	6,300	5,170	6,300	Paid to Michigan Gas Utilities for natural gas usage	
923.000 WATER EXPENSE	4,780	5,600	2,960	5,000	Paid to Grand Haven Township for water usage	
924.000 WASTEWATER EXPENSE	220	220	160	220	Paid to Grand Haven Township for waste water processing	
930.000 MAINTENANCE AND REPAIR OF B&G	32,280	21,570	27,210	35,530	Maintenance and repair materials including light bulbs, cleaning supplies, replacement building materials, paint, etc. Heating and electrical contractors for maintenance & misc. work as needed Fertilizer Mat cleaning Landscape replacement Powerwash Admin. building Soil test to determine new fertilizer specs Turf renovation around grounds Paint parking lot lines and directional markings	13,500 6,000 500 730 4,000 3,000 500 2,000 1,300

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 265 BUILDING & GROUNDS  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
					Add security cameras to back yard and fuel area	4,000
					<b>Justification Items Total:</b>	<b>35,530</b>
936.000 EQUIPMENT MAINTENANCE	4,730	7,700	4,050	7,500	Postage machine lease & maintenance - \$450/qtr & supplies - \$500	2,300
					Generator maintenance	1,200
					Maintenance of hoist, mowers, forklift and various equipment	4,000
					<b>Justification Items Total:</b>	<b>7,500</b>
936.300 AUTOMOTIVE MAINTENANCE	1,430	2,000	50	2,000	Maintenance of truck	
956.000 MISCELLANEOUS EXPENSE	0	500	270	500	Miscellaneous expenditures not covered by other line items	
965.000 EQUIPMENT PURCHASES	120	300	20	300	Miscellaneous tools & equipment	
971.000 CAPTIAL OUTLAY	106,890	30,070	12,910	0	None anticipated	
971.250 CAPITAL OUTLY - PROF FEES	1,830	0	0	0	None anticipated	
	<b>263,620</b>	<b>178,200</b>	<b>140,560</b>	<b>167,530</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 371 COMMUNITY DEVELOPMENT  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	329,700	359,960	289,200	401,360	Senior Planner @ \$34.74/hr plus cell phone stipend of \$600 Building Official @ \$43.34/hr Building Inspector @ \$40.11/hr Associate Planner @ \$32.18/hr Sick Time Reimbursement (est 80 hrs) Overtime - 160 hrs (20 hrs - Senior Planner; 50 hrs - Official; 20 hrs - Inspector; 50 hrs - Assoc Planner; 20 hrs - Admin Asst) Ordinance Enforcement Officer - 1508 hrs @ \$30.48/hr Community Development Admin Asst - 1040 @ \$27.64/hr Allocation of Information Technology Wages	72,860 90,150 83,430 66,930 3,470 8,480 45,960 28,750 1,330
<b>Justification Items Total:</b>						<b>401,360</b>
707.000 COMM MEETING & CONF PAY	0	250	0	270	Construction Board of Appeals (1 mtg: Chair @ \$63.58; 4 Members @ \$49.45 each)	
715.000 FICA	24,590	27,560	21,430	30,710	7.65% of Total Salaries and Wages (Including Overtime)	
716.000 MEDICAL CARE & PHYSICALS	100	100	0	100	Workplace Health	
718.000 PENSION	32,110	34,920	25,340	38,750	10% of Salaries & Wages (Excluding Sick Leave Reimbursement and Overtime for FTE's)	
719.000 HEALTH INSURANCE	48,130	62,350	47,080	54,500	Blue Care Network - Includes HSA Deposit	
719.100 DENTAL INSURANCE	4,700	5,960	4,190	4,450	Delta Dental - 0% increase	
719.200 DISABILITY INSURANCE	2,700	2,810	2,370	2,810	Long & Short Term Coverage - 0% increase	
719.300 LIFE INSURANCE	370	380	340	380	\$30,000 per FTE	
719.700 EMPLOYEE ASSISTANCE PROGRAM	850	200	100	100		
721.000 WORKERS COMP INSURANCE	1,690	1,650	1,380	1,440	Based on current rates	
727.000 OFFICE SUPPLIES & POSTAGE	5,200	6,500	5,670	6,000	Copies, Office Supplies, Postage, Printer Cartridges, etc.	
741.000 UNIFORM EXPENSE	290	750	40	300	Replacement Clothing	
801.000 LEGAL AND PROFESSIONAL FEES	3,120	8,000	10,670	8,000	Legal Consultation (Dickinson Wright), Consulting for Planning/Zoning/Bldg/Code Enf	
802.000 CONFERENCES, DUES, SUB'S	4,220	7,850	5,950	6,390	Spring & Fall Code Officials Conference (Lodging, Travel, Per Diems) Metro Annual Dues @ \$125 each Metro Mid-Winter Conference @ \$100 each Code Officials Conference of Michigan (COCM) Dues @ \$50 each International Code Council (ICC) Membership Dues APA & MAP Membership Dues (Senior Planner @ \$600; Assoc Planner @ \$350) Planning Michigan Conference x2 Misc Planning Conferences/Meetings MCAD Membership Dues (Online Code Book Library) Misc Books	1,500 270 200 100 120 950 1,500 500 750 500
<b>Justification Items Total:</b>						<b>6,390</b>
806.000 ELECTRICAL INSPECTIONS	35,050	34,560	32,350	38,100	About 72% of Projected Fees	
807.000 PLUMBING INSPECTIONS	21,190	17,280	19,990	21,600	About 72% of Projected Fees	
807.100 MECHANICAL INSPECTIONS	43,580	40,320	37,840	46,000	About 72% of Projected Fees	
826.000 PROPERTY & LIABILITY INSURANCE	920	1,090	990	1,390	Property and Liability Insurance (Effective Nov 1st)	

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 371 COMMUNITY DEVELOPMENT  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
861.000 TRAVEL & MILEAGE	250	700	1,350	750	Mileage for Travel with Personal Vehicles (Com Dev & Assess = 7 staff w/ 3 vehicles)	100
					Mileage for Travel to/from Spring Lake Village per Contract	650
					<b>Justification Items Total:</b>	<b>750</b>
862.000 VEHICLE MAINTENANCE & REPAIR	210	3,750	210	2,300	General Vehicle Maintenance (2017 & 2020 Durgano's)	
863.000 FUEL EXPENSE	2,030	2,800	2,700	3,100	Based Upon Current Level of Activity	
900.000 PRINTING & PUBLISHING	800	50	0	50		
956.000 MISCELLANEOUS EXPENSE	220	500	250	500	Miscellaneous Expense	200
					Builders Forum (2)	300
					<b>Justification Items Total:</b>	<b>500</b>
965.000 EQUIPMENT PURCHASES	390	1,500	620	500	Miscellaneous Equipment	
	<b>562,410</b>	<b>621,790</b>	<b>510,060</b>	<b>669,850</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 445 DRAINS - PUBLIC BENEFIT  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
801.000 LEGAL AND PROFESSIONAL FEES	0	4,000	0	2,000	Orphan drain project	
939.000 REPAIRS & MAINT - DRAINS AT LARGE	0	77,630	77,620	137,040	Beechtree	63,890
					Mercury Drive	28,450
					Vincent	8,190
					Kolberg	5,180
					Schroeder	4,780
					VanDoorne	3,650
					Little Pigeon	4,130
					9 Smaller Drains	18,770
					<b>Justification Items Total:</b>	<b>137,040</b>
	<u>0</u>	<u>81,630</u>	<u>77,620</u>	<u>139,040</u>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 446 ROAD CONSTRUCTION  
Expenditures

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ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
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**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 448 STREET LIGHTING  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
920.000 LIGHT DISTRICTS	133,040	135,610	102,790	130,210	This line item is not totally covered by SAD revenues since the General Fund pays for the lights at major intersections	129,960
					Shared Street Lights with Robinson Township	250
					<b>Justification Items Total:</b>	<b>130,210</b>
921.000 ELECTRIC	710	720	650	800	School speed signs at Peach Plains & Rosy Mound	
930.000 MAINTENANCE AND REPAIR	0	1,500	1,610	1,500	Repairs to school speed signs	
	<b>133,750</b>	<b>137,830</b>	<b>105,050</b>	<b>132,510</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 528 WASTE COLLECTION  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
831.000 YARD WASTE	10,600	13,700	1,900	14,900	Leaf collection contract (Valid thru 2024)	4,500
					Leaf collection - 6 weeks fall	7,400
					Leaf collection - 2 weeks spring	3,000
					<b>Justification Items Total:</b>	<b>14,900</b>
	<u>10,600</u>	<u>13,700</u>	<u>1,900</u>	<u>14,900</u>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 567 CEMETERY  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	86,340	88,450	75,770	102,520	Director - Salary of \$107,452 (2%) Assistant Director - Salary of \$95,131 (10%) Coordinator - 624 hrs @ \$32.12/hr (30%) Crew Leader - 104 hrs @ \$34.68/hr (5%) Public Services Worker - 2080 hrs @ \$30.48/hr	2,150 9,190 20,430 3,600 67,150
					<b>Justification Items Total:</b>	<b>102,520</b>
715.000 FICA	6,410	6,840	5,640	7,940	7.65% of all salaries	
716.000 MEDICAL CARE & PHYSICALS	0	0	30	100	Med center treatment as necessary	
718.000 PENSION	8,110	8,460	7,300	9,830	10% of base salaries for full-time employees, excludes sick leave reimbursement & overtime	
719.000 HEALTH INSURANCE	23,760	26,760	23,630	29,320	Blue Care Network - Includes HSA deposit	
719.100 DENTAL INSURANCE	1,240	1,290	1,120	1,250	Delta Dental	
719.200 DISABILITY INSURANCE	710	770	670	820	Short and long term disability - 0% increase	
719.300 LIFE INSURANCE	120	120	110	130	Life insurance	
719.700 EMPLOYEE ASSISTANCE PROGRAM	20	40	20	30	1 full time employee	
721.000 WORKERS COMP INSURANCE	770	770	540	770	Based on current rates	
727.000 OFFICE SUPPLIES & POSTAGE	120	200	230	200	Supplies for O & M of the cemeteries	
741.000 UNIFORM EXPENSE	1,050	1,510	910	1,550	Uniform cleaning for 1 full time employee Clothing allowance/replacement for 1 full-time employee Prescription safety glasses	750 400 400
					<b>Justification Items Total:</b>	<b>1,550</b>
801.000 LEGAL AND PROFESSIONAL FEES	0	500	1,640	500	Professional services such as legal, engineering and consulting	
808.100 CEMETERY CONTRACT EXPENSES	2,840	9,000	10,180	9,000	Vaults, memorials and urns owed to contract holders	
863.000 FUEL EXPENSE	1,980	1,400	2,410	2,500	Fuel for truck, lawn equipment, etc.	
921.000 ELECTRIC	2,250	2,450	2,120	2,400	Paid to Consumers Energy for electric usage - sprinkling and lights	
922.000 GAS	780	750	700	900	Paid to Michigan Gas Utilities for gas usage	
923.000 WATER EXPENSE	6,570	6,500	7,450	7,500	Paid to Grand Haven Township for water usage	
930.000 MAINTENANCE AND REPAIR OF B&G	4,150	16,700	16,030	10,000	Materials for maintenance and up keep of physical structures such as buildings, water system, roadways and grave sites Iron sequestration chemicals Add apron to driveway at Historic Cemetery (carryover) Paint Lakeshore Cemetery building doors	4,000 2,000 3,000 1,000
					<b>Justification Items Total:</b>	<b>10,000</b>
931.000 FERTILIZER EXPENSE	4,380	4,550	4,670	4,920	Historic Cemetery - 4 applications Lakeshore Cemetery - 4 applications	2,000 2,920
					<b>Justification Items Total:</b>	<b>4,920</b>
936.000 EQUIPMENT MAINTENANCE	5,750	6,000	2,010	6,000	Maintenance of lawn mowers, trimmers, misc. wheels, grease, blades, etc.	
936.300 AUTOMOTIVE MAINTENANCE	380	1,000	60	1,000	Maintenance of truck	
940.000 EQUIPMENT RENTAL	0	100	0	100	Rental of miscellaneous items for maintenance in the cemeteries	

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 567 CEMETERY  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
956.000 MISCELLANEOUS EXPENSE	0	100	40	100	Miscellaneous expenditures not covered by other line items	
965.000 EQUIPMENT PURCHASES	50	500	130	900	Miscellaneous tools & equipment Vacuum cleaner	500 400
					<b>Justification Items Total:</b>	<b>900</b>
971.000 CAPTIAL OUTLAY	0	0	0	10,000	Replacement - Historic Cemetery sign Replacement - Lakeshore Cemetery sign	5,000 5,000
					<b>Justification Items Total:</b>	<b>10,000</b>
	<u>157,780</u>	<u>184,760</u>	<u>163,410</u>	<u>210,280</u>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 701 PLANNING COMMISSION  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	10,740	10,800	7,510	11,670	Chair: 15 Meetings @ \$98.91 each 8 Members: 15 Meetings @ \$84.77 each	1,490 10,180
					<b>Justification Items Total:</b>	<b>11,670</b>
707.000 COMM MEETING & CONF PAY	500	500	0	500	Conference Pay (\$12/hr, \$48/half-day, and \$96/day - Structured Fee Schedule)	
715.000 FICA	860	870	570	940	7.65% of Total Salaries	
801.000 LEGAL AND PROFESSIONAL FEES	12,180	10,000	2,560	5,000	Legal Costs	
802.000 CONFERENCES, DUES, SUB'S	1,960	2,000	260	2,000	Various Subscriptions & Other Training	
861.000 TRAVEL & MILEAGE	0	150	0	200	Mileage for Travel with Personal Vehicles	
	<b>26,240</b>	<b>24,320</b>	<b>10,900</b>	<b>20,310</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 702 ZONING BOARD OF APPEALS  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	1,520	1,650	1,910	1,760	Chair: 4 Meetings @ \$84.77 each 5 Members: 4 Meetings @ \$70.65 each	340 1,420
					<b>Justification Items Total:</b>	<b>1,760</b>
707.000 COMM MEETING & CONF PAY	80	250	0	250	Conference Pay (\$12/hr, \$48/half-day, and \$96/day - Structured Fee Schedule)	
715.000 FICA	120	150	150	130	7.65% of Total Salaries	
801.000 LEGAL AND PROFESSIONAL FEES	1,090	500	700	500	Legal Costs (Escrows now required with application)	
802.000 CONFERENCES, DUES, SUB'S	300	750	0	750	Various Subscriptions and Other Training	
861.000 TRAVEL & MILEAGE	0	100	0	100	Mileage for Travel with Personal Vehicles	
	<b>3,110</b>	<b>3,400</b>	<b>2,760</b>	<b>3,490</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 751 PARKS AND RECREATION  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	104,080	131,580	137,530	203,580	Director - Salary of \$107,452 (20%) Assistant Director - Salary of \$95,131 (15%) Coordinator - 208 hrs @ \$32.12/hr (10%) New Employee - 1733 hrs @ \$30.93/hr (10 months) Public Services Worker - 2080 hrs @ \$28.51/hr 2 - Summer Help - 600 hrs @ \$14.79/hr Summer Help - 600 hrs @ \$17.06/hr Overtime - 75 hrs for each summer employee Gatekeeper Allocation of Information Technology Wages	21,490 13,780 6,810 55,930 61,440 8,870 20,470 5,500 8,960 330
<b>Justification Items Total:</b>						<b>203,580</b>
706.000 AREA WIDE RECREATION	52,590	52,000	52,670	54,100	Anticipated contract amount contributed to NORA for recreation activities	
707.000 COMM MEETING & CONF PAY	760	1,180	1,080	1,280	6 Parks & Recreation Committee Members for attendance at 6 meetings @ \$32.71/hr	
715.000 FICA	7,930	10,210	10,410	15,740	7.65% of all salaries	
716.000 MEDICAL CARE & PHYSICALS	710	600	820	1,000	Pre-employment physicals & med-center treatment as necessary	
718.000 PENSION	5,640	9,030	8,990	15,460	10% of salaries for full-time employees (Excludes sick leave reimbursement & overtime)	
719.000 HEALTH INSURANCE	7,740	19,800	20,870	25,370	Blue Care Network - Includes HSA deposit	
719.100 DENTAL INSURANCE	670	1,760	1,810	2,320	Delta Dental - 0% increase	
719.200 DISABILITY INSURANCE	490	760	940	1,310	Short and long term disability - 0% increase	
719.300 LIFE INSURANCE	90	120	160	190	Life insurance	
719.700 EMPLOYEE ASSISTANCE PROGRAM	130	130	130	140	2 full-time employees, 5 part-time	
721.000 WORKERS COMP INSURANCE	2,360	2,960	1,950	3,270	Based on current rates	
727.000 OFFICE SUPPLIES & POSTAGE	750	1,200	150	1,000	Miscellaneous office supplies including boat launch passes	
741.000 UNIFORM EXPENSE	3,490	4,550	2,550	6,780	Clothing allowance/replacement - 2 full-time = \$800 & 4 part-time = \$1200 Uniform cleaning for 2 full-time employees T-shirts for 4 part time employees Safety gear such as vests, gloves, glasses Safety glasses	2,000 1,500 480 2,000 800
<b>Justification Items Total:</b>						<b>6,780</b>
801.000 LEGAL AND PROFESSIONAL FEES	6,030	6,000	9,710	6,000	Professional services such as legal, engineering, and consulting	
802.000 CONFERENCES, DUES, SUB'S	0	0	0	600	MParks Conference	
826.000 PROPERTY & LIABILITY INSURANCE	4,090	4,800	4,360	6,130	Property and Liability Insurance (Effective Nov 1st)	
861.000 TRAVEL & MILEAGE	3,570	3,600	3,330	4,500	Mileage for Gate Keeper based on \$250 per pay period	
863.000 FUEL EXPENSE	7,460	6,000	8,060	10,000	Fuel for trucks, tractors, mowers, trimmers, chain saws, etc.	
870.000 ROAD SIGNS	100	500	750	500	Miscellaneous signs and posts & replacement for vandalism	
900.000 PRINTING & PUBLISHING	580	500	250	500	Employment ads	
921.000 ELECTRIC EXPENSE	9,980	9,800	8,110	14,800	Electrical usage for lights, pumps, etc.	
923.000 WATER EXPENSE	3,660	4,550	2,650	10,620	Water usage in parks	

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 751 PARKS AND RECREATION  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
930.000 MAINTENANCE AND REPAIR OF B&G	92,050	89,500	71,140	60,000	Maintenance and upkeep of buildings, playground equipments, picnic tables, etc. - including vandalism	12,000
					Paper products, cleaning supplies, garbage service, etc.	5,800
					Trail marker maintenance	500
					Pottawattomie dock removal/reinstall (annual)	2,500
					Add bark to all park play areas	3,000
					No wake bouy removal/install (3)	2,400
					Tree removal in parks	7,000
					Stone dust for Mercury & Hofma ball fields	2,500
					Powerwash Pottawattomie & Hofma Park bathrooms and storage bldgs	3,000
					Add ADA sidewalk in Hofma Park from bathrooms to playground to shelter	6,000
					Add irrigation at Pottawattomie - North side of parking lot	4,500
					Remove warning track at Hofma Park	5,000
					Kayak launch maintenance	1,000
					Pump septic tanks at Hofma Park, Hofma Preserve and boat launch	1,800
					Replace vices on work bench	1,000
					Repair edging around sand playground at Pottawattomie	2,000
					<b>Justification Items Total:</b>	<b>60,000</b>
931.000 FERTILIZER EXPENSE	4,990	5,000	4,990	6,500	Fertilizer for softball diamonds, soccer fields, and general park areas	5,500
					Soil test 4 parks and boat launch to determine new fertilizer specs	1,000
					<b>Justification Items Total:</b>	<b>6,500</b>
932.200 BUCHANAN ACCESS	0	4,380	7,900	4,350	Garbage containers, repair/replacement of sign, fencing, etc.	1,000
					Beach Attendant \$14.79/hr (100%), including workers comp and FICA	3,310
					Beach Attendant shirts	40
					<b>Justification Items Total:</b>	<b>4,350</b>
936.000 EQUIPMENT MAINTENANCE	13,260	17,500	14,490	17,000	Maintenance of tractors, mowers, trimmers, chainsaws, etc.	14,000
					Redeck trailer (2)	3,000
					<b>Justification Items Total:</b>	<b>17,000</b>
936.300 AUTOMOTIVE MAINTENANCE	2,370	1,000	1,580	2,200	Maintenance/repair of trucks including tires, tune-ups, etc.	1,000
					Tires for 1 truck	1,200
					<b>Justification Items Total:</b>	<b>2,200</b>
940.000 EQUIPMENT RENTAL	0	400	0	400	Rental of miscellaneous items for maintenance of the parks	
956.000 MISCELLANEOUS EXPENSE	50	300	700	300	Miscellaneous expenditures not covered by other line items	
965.000 EQUIPMENT PURCHASES	1,120	7,950	4,130	6,500	Miscellaneous tools & equipment	2,000
					Impact wrench	750
					Hedger	650
					Oil drainer	500

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 751 PARKS AND RECREATION  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
					Tools for Johnson	1,000
					Tools for new employee	1,600
					<b>Justification Items Total:</b>	<b>6,500</b>
971.000 CAPTIAL OUTLAY	568,110	116,570	27,370	205,000	Trail head kiosk - 168th Hofma Preserve entrance	9,000
					New signs - Hofma Park and Hofma Preserve	30,000
					Truck - new employee	40,000
					Toro lawn mower	45,000
					Toro field dresser	15,000
					Toro MDX yard cart	13,000
					New Rider striper	16,000
					Toro Grand Stand mower	16,000
					Stand up blower	13,000
					Trailer	8,000
					<b>Justification Items Total:</b>	<b>205,000</b>
971.250 CAPITAL OUTLY - PROF FEES	40,950	19,000	15,480	0	None anticipated	
	<b>945,800</b>	<b>533,230</b>	<b>425,060</b>	<b>687,440</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 101 GENERAL FUND  
DEPARTMENT: 966 APPROPRIATION TRANSFERS  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
995.204 OP TRANSFER OUT - TRANSP FUND	564,960	500,000	458,330	500,000	For Street Maintenance	
995.370 OP TRANSFER OUT - TWP BLDG DEBT	132,070	0	0	0	Expired in 2021	
995.408 OP TRANSFER OUT - PATHWAY FUND	0	525,000	481,250	120,000	For Pathway Maintenance	
995.410 OP TRANSFER OUT - PARKS CONSTRUCTIC	0	750,000	750,000	850,000		
995.645 OP TRANSFER OUT - IT FUND	142,440	193,150	177,040	239,110	See software expense & computer services spreadsheet	
995.737 OP TRANSFER OUT - OPEB FUND	15,720	16,800	15,400	5,400	3 Retirees	
	<b>855,190</b>	<b>1,984,950</b>	<b>1,882,020</b>	<b>1,714,510</b>		

**Totals for Fund: 101 GENERAL FUND**

<b>Total Revenues:</b>	<b>4,537,110</b>	<b>4,722,560</b>	<b>4,405,700</b>	<b>4,649,990</b>
<b>Total Expenditures:</b>	<b>4,131,750</b>	<b>5,160,830</b>	<b>4,424,120</b>	<b>5,131,350</b>
<b>Net of Revenues/Expenditures:</b>	<b>405,360</b>	<b>(438,270)</b>	<b>(18,420)</b>	<b>(481,360)</b>

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: **204 MUNICIPAL STREET FUND**  
DEPARTMENT: **000**  
**Revenues**

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
402.000 PROPERTY TAXES - REAL	789,520	793,490	793,510	837,530	Based upon a levy of .9408 mills (ad valorem, plus IFT/FTE less DDA & Brownfield Capture) See estimate tax revenue sheet	
412.000 PROPERTY TAXES-DELINQT PERS	590	500	190	500		
573.000 LOCAL COMMUNITY STABILIZATION SHARE	0	40,100	40,100	0	None anticipated	
614.000 VARIOUS FEES	1,590	1,430	1,490	1,500	Payment in lieu of taxes - Village at Rosy Mound	
665.000 INTEREST INCOME	10	4,500	5,130	6,000		
699.000 OPERATING TRANSFERS IN	564,960	500,000	458,330	500,000	General Fund monies	
699.285 OP TRANSFER IN - ARPA FUND	72,590	0	0	0		
	<b>1,429,260</b>	<b>1,340,020</b>	<b>1,298,750</b>	<b>1,345,530</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 204 MUNICIPAL STREET FUND  
DEPARTMENT: 446 ROAD CONSTRUCTION  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
801.000 LEGAL AND PROFESSIONAL FEES	15,880	27,000	16,390	1,000		
803.300 CONTRACTED SERVICES - HARBOR TRANS	521,050	525,280	525,700	531,350	See estimated tax revenue sheet (Based on 0.60 mills)	
872.000 ROAD CONST DUST CONTROL	36,240	36,000	36,450	37,000		
873.400 STREET PAVING	246,770	1,280,000	1,039,830	963,500	Subdivision resurfacing, double chip & seal, etc...	
956.000 MISCELLANEOUS EXPENSE	0	500	0	500	Signs not covered by the OCRC	
	<b>819,940</b>	<b>1,868,780</b>	<b>1,618,370</b>	<b>1,533,350</b>		
<b>Totals for Fund: 204 MUNICIPAL STREET FUND</b>						
Total Revenues:	1,429,260	1,340,020	1,298,750	1,345,530		
Total Expenditures:	819,940	1,868,780	1,618,370	1,533,350		
Net of Revenues/Expenditures:	609,320	(528,760)	(319,620)	(187,820)		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 206 FIRE FUND  
DEPARTMENT: 000  
Revenues

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT	
402.000	PROPERTY TAXES - REAL	1,579,330	1,511,720	1,511,730	1,691,450	Based upon a levy of 1.9000 mills (ad valorem, plus IFT/FTE less DDA & Brownfield Capture) See estimate tax revenue sheet	
412.000	PROPERTY TAXES-DELINQT PERS	1,190	1,000	360	1,000	Amount based on projected activity	
528.000	FEDERAL GRANTS - OTHER	22,330	0	0	0	None anticipated	
573.000	LOCAL COMMUNITY STABILIZATION SHARE	0	27,910	27,900	0	None anticipated	
614.000	VARIOUS FEES	32,820	32,810	33,890	34,900	Payment in lieu of taxes - Health Pointe Payment in lieu of taxes - Village at Rosy Mound	32,000 2,900
<b>Justification Items Total:</b>						<b>34,900</b>	
614.100	HOUSE NUMBERING FEES	630	760	450	540	\$20 per address	
614.300	ADDRESS SIGN INCOME	190	500	440	500	Based on current level of activity	
635.000	PUBLIC EDUCATION FEES	0	500	0	500	CPR Training	
636.000	CHARGES FOR SERVICES	3,770	3,500	1,850	2,000	Blue card training for departments	
665.000	INTEREST INCOME	1,590	7,200	5,100	6,000		
673.000	SALE OF FIXED ASSETS	18,500	5,000	0	0	None anticipated	
674.000	PRIVATE CONTRIBUTIONS & DONATIONS	600	500	250	1,000	Open house and misc donations	
676.000	REIMBURSEMENTS	3,340	6,500	7,780	5,000	Insurance claims, etc...	
676.500	REIMBURSEMENTS - EE HEALTH INS CONT	2,510	2,400	1,750	2,400	Employee Contribution	
684.000	MISCELLANEOUS INCOME	0	100	190	100		
699.285	OP TRANSFER IN - ARPA FUND	145,190	0	0	0		
		<b>1,811,990</b>	<b>1,600,400</b>	<b>1,591,690</b>	<b>1,745,390</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 206 FIRE FUND  
DEPARTMENT: 336 FIRE DEPT EXPENSES  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	495,360	514,710	425,150	644,690	Chief Schrader (Plus insurance Opt out \$4,615) Captain Schweitzer (W/Medic) Lt. Marshall (W/Medic) Lt. Peterson (Plus Insurance Opt out \$4,615) (W/Medic) EO. Whitaker (Plus Insurance Opt out \$4,615 and cell phone stipend of \$600) (W/Medic) EO. Heuer (W/Medic) Plus cell phone stipend of \$600 EO. Dilley (W/Medic) Plus cell phone stipend of \$600 New Employee (W/Medic) Marshall sick bank payout Allocation of Information Technology Wages	112,070 86,910 82,230 81,570 72,260 58,400 65,550 82,720 1,650 1,330
					<b>Justification Items Total:</b>	<b>644,690</b>
702.100 OVERTIME	40,540	35,050	37,660	29,000	Schweitzer Marshall Peterson Whitaker Heuer Dilley New Employee	6,500 4,000 4,500 4,500 3,000 4,000 2,500
					<b>Justification Items Total:</b>	<b>29,000</b>
702.300 STANDBY SALARIES-FIRE DEPT.	78,180	104,420	81,750	103,800	See wage spreadsheet (Part Time Firefighter Station hours)	
703.000 OVERHEAD & SUPERVISION	63,420	67,740	62,090	74,160	See spreadsheet	
705.000 PART-TIME SALARIES - FIRE DEPT	42,230	58,760	41,990	52,100	See wage spreadsheet (Annual Run Pay)	
705.100 PART-TIME TRAINING	7,900	25,030	26,760	39,270	See Wage Spreadsheet	
715.000 FICA	49,520	56,460	45,940	67,790	7.65% of total salaries & wages	
716.000 MEDICAL CARE & PHYSICALS	4,550	11,280	900	13,380	New hire physicals (\$460 x3) Department Physicals for the whole department (\$300 x33)	1,380 12,000
					<b>Justification Items Total:</b>	<b>13,380</b>
717.000 DISABILITY INS-PART-TIME	3,880	3,910	3,490	4,290	Short & long term disability (Berends, Hendricks, Stuit)	
718.000 PENSION	41,700	50,330	38,900	62,500	10% of FT salaries & wages, excluding overtime and insurance opt outs	
719.000 HEALTH INSURANCE	68,170	67,120	56,890	88,060	Blue Care Network (3 employees waiving health care) - Includes HSA deposit Schweitzer Marshall Heuer Dilley New Employee	17,060 23,600 12,900 13,790 23,600
					<b>Justification Items Total:</b>	<b>90,950</b>
719.100 DENTAL INSURANCE	8,370	6,180	6,080	6,900	Schweitzer	1,710

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 206 FIRE FUND  
DEPARTMENT: 336 FIRE DEPT EXPENSES  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
					Marshall	1,710
					Heuer	900
					Dilley	900
					New Employee	1,710
					<b>Justification Items Total:</b>	<b>6,930</b>
719.200	DISABILITY INSURANCE	4,030	4,300	3,210	4,800	Short and long term disability - 0% increase
719.300	LIFE INSURANCE	2,190	2,160	2,230	2,650	Full-time employees - \$30,000, Part-time - \$15,000
719.700	EMPLOYEE ASSISTANCE PROGRAM	580	1,490	580	660	EAC
721.000	WORKERS COMP INSURANCE	19,110	20,660	17,200	20,040	Based on current rates
727.000	OFFICE SUPPLIES & POSTAGE	1,060	1,250	1,150	1,250	Based on current level of activity
730.000	MEDICAL SUPPLIES	12,530	11,300	5,640	11,300	Gloves, oxygen and other medical supplies,
						CPR Life bands and defib pads
						ALS Supplies
						6,300
						2,000
						3,000
						<b>Justification Items Total:</b>
						<b>11,300</b>
731.000	FIRE SUPPLIES	8,780	16,800	4,070	18,300	Boots, Gloves, and Hoods
						Class A Foam
						Fire Hose
						Radio Headsets
						Radio Holders
						Fire Helmets
						6,500
						3,400
						2,500
						2,500
						1,800
						1,600
						<b>Justification Items Total:</b>
						<b>18,300</b>
732.000	ADDRESS SIGN SUPPLIES	180	800	310	800	Supplies for making address signs, street signs
741.000	UNIFORM EXPENSE	7,660	9,000	7,160	8,500	Station Duty Uniforms/Boots/Coats (Replacement for FT & PT)
801.000	LEGAL AND PROFESSIONAL FEES	42,500	5,000	13,940	79,070	IAFF contract year
						Christman Construction - Phase I
						5 Bugle Design - Phase I
						PFM Financial Advisors
						Mika Meyers - Bond Counsel
						10,000
						10,690
						16,380
						18,000
						24,000
						<b>Justification Items Total:</b>
						<b>79,070</b>
801.001	BANK FEES	0	200	0	200	
802.000	CONFERENCES, DUES, SUB'S	19,030	21,670	19,710	26,970	Fire Academy
						EMT
						Class (for two students to attend)
						Fire Investigators, EMS I/C, and Inspector CEs
						Blue Card Training (Command)
						DUES:
						a) Ottawa County Fire Chiefs
						b) Fire Inspectors
						1,200
						4,300
						4,500
						2,800
						150
						200

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 206 FIRE FUND  
DEPARTMENT: 336 FIRE DEPT EXPENSES  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
					c) Fire Instructors	150
					d) Ottawa Medical Control	350
					e) State of Michigan Paramedic and EMT Lic.	500
					f) MI Fire Chief's Assoc.	120
					FDIC/Specialized Training Classes/National Fire Academy	4,000
					Fire Chief Conference	1,000
					Basic Trauma Life Support (Required for Medic)	2,300
					Peds Advanced Life Support (Required for Medic)	2,700
					Advanced Cardiac Life Support (Required for Medic)	2,700
					<b>Justification Items Total:</b>	<b>26,970</b>
802.500 EMPLOYEE TUITION REIMBURSEMENT	6,980	4,800	2,660	9,600	Dave Marshall	4,800
					Matt Schweitzer	4,800
					<b>Justification Items Total:</b>	<b>9,600</b>
803.000 CONTRACTED SERVICES	22,630	16,000	11,680	15,850	Generator Contract	1,600
					Fire Extinguishers	800
					Emergency Sirens	1,250
					Hazmat team contract	3,000
					Ladder Testing	1,500
					Auto Pulse service contract	1,400
					Liberty Pest	500
					SCBA Annual Maintenance	2,400
					Hose Testing	3,400
					<b>Justification Items Total:</b>	<b>15,850</b>
805.000 AUDIT SERVICES	1,990	1,990	1,990	2,040	15% of audit costs \$13,550	
812.000 IN-HOUSE TRAINING	710	1,200	830	2,350	Training props, materials, cars for extrication	1,500
					CPR Manikins	850
					<b>Justification Items Total:</b>	<b>2,350</b>
820.000 PUBLIC EDUCATION EXPENSE	0	1,000	780	500	CPR cards, books, testing materials	
826.000 PROPERTY & LIABILITY INSURANCE	16,350	18,530	17,410	23,680	Property and Liability Insurance (Effective Nov 1st)	
850.000 TELEPHONE EXPENSE	7,160	6,790	5,180	5,100	See telephone/internet spreadsheet	
861.000 TRAVEL & MILEAGE	30	250	0	150	Personal vehicle use on Township business	
862.000 VEHICLE MAINTENANCE & REPAIR	30,270	27,600	31,090	28,000	Annual maintenance, pump tests, PM	25,000
					1082 remove/install tracks seasonally	1,000
					Rear Brakes/Rear Wheel Seals on 1061	2,000
					<b>Justification Items Total:</b>	<b>28,000</b>
863.000 FUEL EXPENSE	9,550	13,200	12,290	14,200	Based on current level of activity	
900.000 PRINTING & PUBLISHING	630	600	0	750	Advertisement for FT or PT firefighters	

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 206 FIRE FUND  
DEPARTMENT: 336 FIRE DEPT EXPENSES  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
921.000 ELECTRIC	13,410	14,000	11,380	14,000	Paid to Consumers Power for electric usage	
922.000 GAS	5,420	8,600	6,540	10,000	Paid to Michigan Gas	
923.000 WATER EXPENSE	2,770	3,200	1,680	3,000	Paid to Grand Haven Township	
924.000 WASTEWATER EXPENSE	0	0	70	500	Paid to Grand Haven Township	
930.000 MAINTENANCE AND REPAIR OF B&G	9,850	15,100	7,850	10,500	Cleaning supplies, Household Supplies	5,000
					HVAC Maintenance, building repairs	5,500
					<b>Justification Items Total:</b>	<b>10,500</b>
936.000 EQUIPMENT MAINTENANCE	6,570	5,850	3,050	5,400	Radio and pager maintenance	1,000
					Fitness equipment maintenance (including preventative maintenance)	600
					Breathing air compressor service/testing	1,800
					Service on Zoll cardiac monitors	2,000
					<b>Justification Items Total:</b>	<b>5,400</b>
956.000 MISCELLANEOUS EXPENSE	4,720	6,200	4,360	6,600	Food for training & runs	1,200
					Licenses & Fees for Agency	1,200
					Charter cable	1,450
					Various expenses not covered in another line item	750
					Awards and Retirement- recognition night for the staff for 2023 accomplishments.	2,000
					<b>Justification Items Total:</b>	<b>6,600</b>
960.000 FIRE DEPT-PREVENTION & INSP	4,390	7,300	3,740	6,000	Fire prevention open house	4,000
					Educational materials	250
					Inspection materials	250
					911 Academy	1,500
					<b>Justification Items Total:</b>	<b>6,000</b>
965.000 EQUIPMENT PURCHASES	8,280	23,300	19,460	33,300	Two phones up for replacment	800
					4 sets of firefighting gear	21,000
					Misc Fire Tools	1,000
					Fitness Room Equipment	2,500
					Copy Machine Payoff	4,200
					Thermal Imaging Camera (Firefighting)	3,800
					<b>Justification Items Total:</b>	<b>33,300</b>
971.000 CAPTIAL OUTLAY	93,880	425,400	222,370	48,000	Finish installing flat bed, lights, and equipment on brush truck (1081)	
995.645 OP TRANSFER OUT - IT FUND	41,040	68,260	62,570	72,670	See software expense & computer services spreadsheet	
995.737 OP TRANSFER OUT - OPEB FUND	23,580	25,200	23,100	24,600	Per actuarial study - current employees and retirees	
	<b>1,331,680</b>	<b>1,789,990</b>	<b>1,352,880</b>	<b>1,697,270</b>		
<b>Totals for Fund: 206 FIRE FUND</b>						

Total Revenues:	1,811,990	1,600,400	1,591,690	1,745,390
Total Expenditures:	1,331,680	1,789,990	1,352,880	1,697,270
Net of Revenues/Expenditures:	480,310	(189,590)	238,810	48,120

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 207 POLICE SERVICES SAD  
DEPARTMENT: 000  
Revenues

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
427.000 COMMUNITY WIDE SPECIAL ASSESSMENT	462,590	485,570	485,200	518,200	0.55 mill levy (See estimated tax revenue sheet)	
614.000 VARIOUS FEES	960	830	860	890	Payment in lieu of taxes - Village at Rosy Mound	
657.100 COUNTY FINES & COSTS	48,360	40,000	29,400	40,000		
665.000 INTEREST INCOME	130	1,600	3,350	6,000		
676.000 REIMBURSEMENTS	0	100	0	0	Drug kits	
	<b>512,040</b>	<b>528,100</b>	<b>518,810</b>	<b>565,090</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 207 POLICE SERVICES SAD  
DEPARTMENT: 301 POLICE/SHERIFF  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
703.000 OVERHEAD & SUPERVISION	47,160	49,080	44,990	50,880	Rent, accounting, etc.	
801.000 LEGAL AND PROFESSIONAL FEES	3,800	4,000	1,710	3,000	Legal fees for queries & court	
801.001 BANK FEES	0	50	0	0		
803.000 CONTRACTED SERVICES	481,170	502,350	421,340	534,990	Contract costs with Ottawa Sheriff for 3.3 deputies (2/3 of schools' COPS Deputy is paid by Ottawa County & GHAPS) Additional Deputy for the summer months	487,700 47,290
<b>Justification Items Total:</b>						<b>534,990</b>
850.000 TELEPHONE EXPENSE	160	250	140	130	See telephone/internet spreadsheet	
862.000 VEHICLE MAINTENANCE & REPAIR	170	600	260	0	None anticipated (paid by OCSD)	
930.000 MAINTENANCE AND REPAIR OF B&G	850	1,000	160	500		
936.000 EQUIPMENT MAINTENANCE	60	500	0	500		
956.000 MISCELLANEOUS EXPENSE	50	1,500	440	1,500	Promotional Items/Trophies Drug testing kits Team 911 Academy	500 500 500
<b>Justification Items Total:</b>						<b>1,500</b>
971.000 CAPTIAL OUTLAY	0	17,000	0	25,000	Bathroom Remodel	
971.250 CAPITAL OUTLY - PROF FEES	500	0	0	2,500		
	<b>533,920</b>	<b>576,330</b>	<b>469,040</b>	<b>619,000</b>		
<b>Totals for Fund: 207 POLICE SERVICES SAD</b>						
Total Revenues:	512,040	528,100	518,810	565,090		
Total Expenditures:	533,920	576,330	469,040	619,000		
Net of Revenues/Expenditures:	(21,880)	(48,230)	49,770	(53,910)		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 248 DOWNTOWN DEVELOPMENT AUTHORITY  
DEPARTMENT: 000  
Revenues

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
402.100 TAX INCREMENT REVENUES	0	718,000	723,220	768,600	FTE capture with 10.1806 mill levy on a \$75.22 million tax base (see estimated tax revenue worksheet)	
665.000 INTEREST INCOME	8,360	9,310	16,970	25,200		
676.000 REIMBURSEMENTS	30,200	154,000	153,710	164,080	State of MI for lost Personal Property Revenues	
	<b>38,560</b>	<b>881,310</b>	<b>893,900</b>	<b>957,880</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 248 DOWNTOWN DEVELOPMENT AUTHORITY  
DEPARTMENT: 000  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
703.000 OVERHEAD & SUPERVISION	66,120	15,660	14,350	4,140	See spreadsheet - Based upon previous year's activity	
801.000 LEGAL AND PROFESSIONAL FEES	12,050	25,000	14,790	12,000	Legal Fees	
805.000 AUDIT SERVICES	660	660	660	670	5% of \$13,250	
956.000 MISCELLANEOUS EXPENSE	210	500	120	500		
971.000 CAPTIAL OUTLAY	108,600	100,000	0	0	No projects planned	
971.250 CAPITAL OUTLY - PROF FEES	50,110	20,500	14,030	125,000	Engineering for water system extension - US 31	
	<b>237,750</b>	<b>162,320</b>	<b>43,950</b>	<b>142,310</b>		

**Totals for Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY**

<b>Total Revenues:</b>	<b>38,560</b>	<b>881,310</b>	<b>893,900</b>	<b>957,880</b>
<b>Total Expenditures:</b>	<b>237,750</b>	<b>162,320</b>	<b>43,950</b>	<b>142,310</b>
<b>Net of Revenues/Expenditures:</b>	<b>(199,190)</b>	<b>718,990</b>	<b>849,950</b>	<b>815,570</b>

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 285 AMERICAN RESCUE PLAN ACT FUND  
DEPARTMENT: 000  
Revenues

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
528.000 FEDERAL GRANTS - OTHER	332,480	0	0	0	None anticipated	
665.000 INTEREST INCOME	230	1,500	1,130	2,000		
	<b>332,710</b>	<b>1,500</b>	<b>1,130</b>	<b>2,000</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 285 AMERICAN RESCUE PLAN ACT FUND  
DEPARTMENT: 000  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
995.000 OPERATING TRANSFERS OUT	332,480	0	0	0		
	<u>332,480</u>	<u>0</u>	<u>0</u>	<u>0</u>		

**Totals for Fund: 285 AMERICAN RESCUE PLAN ACT FUND**

Total Revenues:	332,710	1,500	1,130	2,000
Total Expenditures:	332,480	0	0	0
Net of Revenues/Expenditures:	230	1,500	1,130	2,000

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 308 DEBT SERVICE - PARK SYSTEM  
DEPARTMENT: 000  
Revenues

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
402.000 PROPERTY TAXES - REAL	0	362,060	362,720	338,130	Based upon a levy of .3500 mills (ad valorem, plus IFT/FTE less DDA & Brownfield Capture) See estimate tax revenue sheet	
412.000 PROPERTY TAXES-DELINQT PERS	0	100	30	100		
614.000 VARIOUS FEES	0	0	630	660	Payment in lieu of taxes - Village at Rosy Mound	
665.000 INTEREST INCOME	0	50	540	500		
	<b>0</b>	<b>362,210</b>	<b>363,920</b>	<b>339,390</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 308 DEBT SERVICE - PARK SYSTEM  
DEPARTMENT: 000  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
991.250 BOND PRINCIPAL PAYMENTS	0	160,000	160,000	235,000	Pursuant to bond payment schedule - expires 2041	
993.000 INTEREST EXPENSE	0	150,030	150,030	114,950	Pursuant to bond payment schedule	
994.999 PAYING AGENT FEES	0	500	1,000	500		
	<u>0</u>	<u>310,530</u>	<u>311,030</u>	<u>350,450</u>		
<b>Totals for Fund: 308 DEBT SERVICE - PARK SYSTEM</b>						
Total Revenues:	0	362,210	363,920	339,390		
Total Expenditures:	0	310,530	311,030	350,450		
Net of Revenues/Expenditures:	0	51,680	52,890	(11,060)		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 310 DEBT SERVICE - PATHWAY  
DEPARTMENT: 000  
Revenues

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
699.000 OPERATING TRANSFERS IN	292,410	298,120	298,120	303,490	100% from Pathway Fund	
	<u>292,410</u>	<u>298,120</u>	<u>298,120</u>	<u>303,490</u>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 310 DEBT SERVICE - PATHWAY  
DEPARTMENT: 000  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
991.250 BOND PRINCIPAL PAYMENTS	170,000	180,000	180,000	190,000	Pursuant to bond payment schedule - expires 2035	
993.000 INTEREST EXPENSE	121,990	117,620	117,610	112,990	Pursuant to bond payment schedule	
994.999 PAYING AGENT FEES	500	500	500	500		
	<b>292,490</b>	<b>298,120</b>	<b>298,110</b>	<b>303,490</b>		
<b>Totals for Fund: 310 DEBT SERVICE - PATHWAY</b>						
Total Revenues:	292,410	298,120	298,120	303,490		
Total Expenditures:	292,490	298,120	298,110	303,490		
Net of Revenues/Expenditures:	(80)	0	10	0		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 408 PATHWAY FUND  
DEPARTMENT: 000  
Revenues

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
402.000 PROPERTY TAXES - REAL	377,720	361,580	361,560	381,650	Based upon a levy of .4287 mills (Ad valorem, plus IFT/FTE less DDA & Brownfield Capture) See estimated tax spreadsheet	
412.000 PROPERTY TAXES-DELINQT PERS	280	200	90	200		
573.000 LOCAL COMMUNITY STABILIZATION SHARE	0	19,190	19,180	0	None anticipated	
614.000 VARIOUS FEES	760	650	680	710	Payment in lieu of taxes - Village at Rosy Mound	
665.000 INTEREST INCOME	230	1,800	5,490	6,000		
676.000 REIMBURSEMENTS	47,650	5,000	100	5,000		
684.000 MISCELLANEOUS INCOME	0	100	0	100		
699.101 OP TRANSFER IN - GENERAL FUND	0	525,000	481,250	120,000		
699.285 OP TRANSFER IN - ARPA FUND	34,390	0	0	0		
	<b>461,030</b>	<b>913,520</b>	<b>868,350</b>	<b>513,660</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 408 PATHWAY FUND  
DEPARTMENT: 000  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	59,070	83,300	54,730	89,610	Director - Salary of \$107,452 (18%) Assistant Director - Salary of \$95,131 (5%) Coordinator - 104 hrs @ \$32.12/hr (5%) Crew Leader - 208 hrs @ \$34.68/ hr (10%) Public Services Worker - 2080 hrs @25.54/hr	19,340 4,600 3,410 7,220 55,040
<b>Justification Items Total:</b>						<b>89,610</b>
715.000 FICA	4,450	6,390	4,070	6,900	7.65% of all salaries	
716.000 MEDICAL CARE & PHYSICALS	0	200	60	200	Pre-employment physicals, med-center treatment as necessary	
718.000 PENSION	5,650	8,120	4,750	8,760	10% of salaries for full-time employees, excludes sick leave reimbursement and overtime	
719.000 HEALTH INSURANCE	26,540	23,410	16,430	23,660	Blue Care Network - Includes HSA deposit	
719.100 DENTAL INSURANCE	1,640	2,130	1,260	2,110	Delta Dental	
719.200 DISABILITY INSURANCE	500	750	460	820	Short and long term disability - 0% increase	
719.300 LIFE INSURANCE	80	110	70	120	Life insurance	
719.700 EMPLOYEE ASSISTANCE PROGRAM	20	40	20	30	1 full-time employee	
721.000 WORKERS COMP INSURANCE	1,140	700	1,150	720	Based on current rates	
727.000 OFFICE SUPPLIES & POSTAGE	30	100	60	100	Miscellaneous office supplies	
741.000 UNIFORM EXPENSE	990	1,510	1,790	1,550	Uniform cleaning Clothing allowance/replacement - 1 full-time employee Prescription safety glasses	750 400 400
<b>Justification Items Total:</b>						<b>1,550</b>
801.000 LEGAL AND PROFESSIONAL FEES	7,450	80,000	770	5,100	Professional services such as legal, consulting, and easement acquisition Land rental - Consumers Energy	5,000 100
<b>Justification Items Total:</b>						<b>5,100</b>
803.000 CONTRACTED SERVICES	0	400	0	400	Services provided such as major tree trimming, pavement repair/replacement or other major repairs the DPW is not able to complete	
826.000 PROPERTY & LIABILITY INSURANCE	2,570	2,910	2,730	3,720	Property and Liability Insurance (Effective Nov 1st)	
863.000 FUEL EXPENSE	2,540	3,000	3,970	4,000	Fuel expense for maintenance	
870.000 ROAD SIGNS	140	500	300	8,500	New or replacement of signs and posts as needed due to damage or removed along the pathway Replace pathway rules signs that include rules for electric bikes (20)	500 8,000
<b>Justification Items Total:</b>						<b>8,500</b>
900.000 PRINTING & PUBLISHING	230	0	0	0	None anticipated	
930.000 MAINTENANCE AND REPAIR OF B&G	58,040	23,600	14,810	24,000	Repair of surface damage, retaining walls, etc. Paint crosswalks & approach markings Bridge maintenance and repair	6,000 14,000 4,000
<b>Justification Items Total:</b>						<b>24,000</b>
936.000 EQUIPMENT MAINTENANCE	6,560	11,000	12,150	15,000	Replacement brushes for sweepers, tractor maintenance by dealer, etc.	
936.300 AUTOMOTIVE MAINTENANCE	1,510	2,000	60	1,000	Maintenance/repair of trucks including tires, tune-ups, etc.	

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 408 PATHWAY FUND  
DEPARTMENT: 000  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
956.000 MISCELLANEOUS EXPENSE	0	200	180	200	Miscellaneous expenditures not covered by other line items	
957.000 UNIFORM EXPENSE	0	1,510	0	0		
965.000 EQUIPMENT PURCHASES	170	2,800	2,160	1,250	Miscellaneous tools & equipment Impact wrench	500 750
					<b>Justification Items Total:</b>	<b>1,250</b>
971.000 CAPTIAL OUTLAY	29,190	720,070	651,150	130,000	Pathway wall repair - 152nd Avenue Replace 2008 Ford 250	90,000 40,000
					<b>Justification Items Total:</b>	<b>130,000</b>
971.050 CAPITAL OUTLAY - EASEMENTS	3,480	0	0	0		
971.250 CAPITAL OUTLY - PROF FEES	33,020	160,000	87,530	45,000	Pathway wall repair - 152nd Avenue Pottawattomie wall repair study - carry over	20,000 25,000
					<b>Justification Items Total:</b>	<b>45,000</b>
995.310 OP TRANSFER OUT - PATHWAY DEBT	292,410	298,120	298,120	303,490		
	<b>537,420</b>	<b>1,432,870</b>	<b>1,158,780</b>	<b>676,240</b>		
<b>Totals for Fund: 408 PATHWAY FUND</b>						
Total Revenues:	461,030	913,520	868,350	513,660		
Total Expenditures:	537,420	1,432,870	1,158,780	676,240		
Net of Revenues/Expenditures:	(76,390)	(519,350)	(290,430)	(162,580)		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 410 PARKS CONSTRUCTION FUND  
DEPARTMENT: 000  
Revenues

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
566.200 MNRTF GRANT - HOFMA PARK	0	546,300	0	546,300	Hofma Park and Preserve Land Acquisition	246,300
					Hofma Park and Preseve Trail Expansion	300,000
					<b>Justification Items Total:</b>	<b>546,300</b>
665.000 INTEREST INCOME	580	8,000	11,510	10,400		
696.000 BOND REVENUES	6,138,240	0	0	0		
699.101 OP TRANSFER IN - GENERAL FUND	0	750,000	750,000	850,000		
	<b>6,138,820</b>	<b>1,304,300</b>	<b>761,510</b>	<b>1,406,700</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 410 PARKS CONSTRUCTION FUND  
DEPARTMENT: 000  
Expenditures

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ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
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**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 410 PARKS CONSTRUCTION FUND  
DEPARTMENT: 751 PARKS AND RECREATION  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
801.000 LEGAL AND PROFESSIONAL FEES	65,260	0	2,270	0		
801.001 BANK FEES	20	100	0	100		
956.000 MISCELLANEOUS EXPENSE	0	600	560	600		
971.000 CAPTIAL OUTLAY	60	6,549,000	2,602,550	2,882,500	SHP - carry over from 2022	2,200,000
					Hofma Preserve - carry over from 2022	670,000
					Removal of 2 structures on Groesbeck property along with grading/filling	12,500
					<b>Justification Items Total:</b>	<b>2,882,500</b>
971.250 CAPITAL OUTLY - PROF FEES	200,180	249,800	215,310	65,000	SHP - carry over from 2022	50,000
					Hofma Preserve - carry over from 2022	15,000
					<b>Justification Items Total:</b>	<b>65,000</b>
	<u>265,520</u>	<u>6,799,500</u>	<u>2,820,690</u>	<u>2,948,200</u>		

**Totals for Fund: 410 PARKS CONSTRUCTION FUND**

Total Revenues:	6,138,820	1,304,300	761,510	1,406,700
Total Expenditures:	265,520	6,799,500	2,820,690	2,948,200
Net of Revenues/Expenditures:	5,873,300	(5,495,200)	(2,059,180)	(1,541,500)

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 590 SEWER FUND  
DEPARTMENT: 000  
Revenues

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
460.000 SPECIAL ASSESSMENT INCOME	7,030	1,160	1,900	1,160	Sewer Assessment Principal	
634.000 LATERAL CHARGES/INSP FEES	6,480	1,050	1,150	1,050	Inspection fees - 30 new connections x \$35 per inspection	
634.100 TRUNKAGE FEES	153,760	111,370	92,130	86,370	30 trunkage units x \$2,879 per unit - assuming that 0 connections will be paid over time as special assessment income	
642.000 UTILITY SALES	439,370	443,500	396,400	450,050	Based on 105.4 MG to be collected in 2023 - estimated wastewater collection sales @ \$4.27/1,000 gallons	
642.100 DEBT SERVICE CHARGE	327,780	354,620	313,430	374,630	2023 Existing connections:	
					(a) 1025.0 Residential trunkage units x \$16.55 per month x 12 months	203,570
					(b) 846.43 Non-residential trunkage units x \$16.55 per month x 12 months	168,100
					2023 New connections (addition of 30 new trunkage units):	
					(a) 10 units x \$16.55 per month x 9 months	1,480
					(b) 10 units x \$16.55 per month x 6 months	990
					(c) 10 units x \$16.55 per month x 3 months	490
					<b>Justification Items Total:</b>	<b>374,630</b>
658.000 LATE CHARGES	9,380	8,500	4,160	6,700	Late charges	
665.000 INTEREST INCOME	14,060	14,020	2,200	7,800	Special assessments	250
					Investments	2,000
					<b>Justification Items Total:</b>	<b>2,250</b>
673.000 SALE OF FIXED ASSETS	(16,490)	0	0	0	None anticipated	
676.000 REIMBURSEMENTS	2,160	5,000	5,310	5,000	Sewer industrial surcharge reimbursement	
684.000 MISCELLANEOUS INCOME	0	100	0	100	Miscellaneous revenues not covered by other line items	
	<b>943,530</b>	<b>939,320</b>	<b>816,680</b>	<b>932,860</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 590 SEWER FUND  
DEPARTMENT: 537 SEWER EXPENSES  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	46,100	84,730	81,540	107,790	Director - Salary of \$107,452 (25%) Assistant Director - Salary of \$95,131 (20%) Coordinator - 208 hrs @ \$32.12/hr (10%) Crew Leader - 728 hrs @ \$34.68/hr (35%) Public Service Worker - 520 hrs @ \$34.68/hr (25%) Public Service Worker - 520 hrs @ \$30.48/hr (25%) Allocation of Information Technology Wages	26,860 18,380 6,810 25,250 15,850 14,310 330
<b>Justification Items Total:</b>						<b>107,790</b>
703.000 OVERHEAD & SUPERVISION	61,800	160,920	147,510	102,060	See spreadsheet	
715.000 FICA	3,430	6,520	6,050	8,390	7.65% of all salaries	
716.000 MEDICAL CARE & PHYSICALS	0	300	30	300	Pre-employment physicals, med-center treatment as necessary	
718.000 PENSION	3,000	8,430	7,980	10,700	10% of salaries for full-time employees, excudes sick leave reimbursement & overtime	
719.000 HEALTH INSURANCE	4,800	13,400	13,360	13,080	Blue Care Network - Includes HSA deposit	
719.100 DENTAL INSURANCE	360	1,630	1,330	1,310	Delta Dental	
719.200 DISABILITY INSURANCE	330	880	770	910	Short and long term disability - 0% increase	
719.300 LIFE INSURANCE	40	170	130	120	Life insurance	
719.700 EMPLOYEE ASSISTANCE PROGRAM	20	40	20	30	1 full-time employee	
721.000 WORKERS COMP INSURANCE	280	300	260	730	Based on current rates	
727.000 OFFICE SUPPLIES & POSTAGE	1,660	2,400	1,390	2,400	Miscellaneous office supplies & postage for water bills (20%)	
741.000 UNIFORM EXPENSE	1,120	1,510	1,360	1,550	Uniform cleaning for 1 full-time employee Clothing allowance/replacement for 1 full-time employee Prescription safety glasses	750 400 400
<b>Justification Items Total:</b>						<b>1,550</b>
801.000 LEGAL AND PROFESSIONAL FEES	14,440	66,000	7,640	3,000	Engineering plan reviews / construction inspections	
801.001 BANK FEES	0	250	0	250	Bank charges	
802.000 CONFERENCES, DUES, SUB'S	0	2,000	1,890	2,000	Confined space Continuing education	1,800 200
<b>Justification Items Total:</b>						<b>2,000</b>
805.000 AUDIT SERVICES	1,990	1,990	1,990	2,040	15% of \$13,550	
810.000 WASTEWATER TREATMENT	263,330	246,960	172,710	255,480	Estimate of 112.1 mg in wastewater collection and treatment charges in 2023 - includes 6% unmetered sewer Operating costs - \$15,550 per month 2013 Debt - \$1190 per month Local Lift Station Debt - \$1,270 per month 2018 Debt - \$1,070 per month Plant modification - \$1,530 per month Pump station costs - \$490 per month Administrative charge - \$190 per month	

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 590 SEWER FUND  
DEPARTMENT: 537 SEWER EXPENSES  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT	
					NOTE: Prior year's average used for each cost because it is calculated on usage		
					<b>Justification Items Total:</b>	<b>0</b>	
817.000	MISS DIG SERVICES	820	900	960	1,000	Annual fee for water, sewer and fiber	
826.000	PROPERTY & LIABILITY INSURANCE	4,130	4,690	4,400	5,990	Property and Liability Insurance (Effective Nov 1st)	
850.000	TELEPHONE EXPENSE	3,150	730	750	640	See telephone/internet expense spreadsheet	
863.000	FUEL EXPENSE	840	1,000	1,210	1,300	Partial payment for fuel expense for service trucks and generators	
921.000	ELECTRIC	12,760	12,000	8,880	11,000	Lift stations & partial payment for township electrical expense	
922.000	GAS	1,040	900	1,010	1,300	Lift stations	
923.000	WATER EXPENSE	260	250	280	330	Water consumption at lift stations for cleaning, maintenance and sprinkling	
930.000	MAINTENANCE AND REPAIR OF B&G	460	1,000	1,070	1,600	Portion of miscellaneous maintenance (20%)	1,000
					Powerwash DPS building (20%)	600	
					<b>Justification Items Total:</b>	<b>1,600</b>	
936.000	EQUIPMENT MAINTENANCE	730	4,000	2,460	4,000	Gas detector maintenance, safety equipment, etc.	2,000
					Generator maintenance	2,000	
					<b>Justification Items Total:</b>	<b>4,000</b>	
936.300	AUTOMOTIVE MAINTENANCE	0	1,200	1,080	1,200	Maintenance of trucks including oil changes, grease, filters, brakes, truck washes, etc.	
936.400	LIFT STATION MAINTENANCE	33,020	17,700	20,210	23,900	Routine maintenance of pump stations including pump seals, gaskets, electrical components, etc.	12,000
					Fertilizer	150	
					Wet well cleaning	3,500	
					Calibration of cathodic protection - 4 pump stations	4,000	
					Powerwash Hayes lift station	750	
					Install irrigation at Brigham Woods lift station	3,500	
					<b>Justification Items Total:</b>	<b>23,900</b>	
936.410	WASTEWATER SYSTEM MAINTENANCE	58,770	67,200	3,270	3,700	Force main repair, maintenance hole repair, lateral repair	2,000
					Miss Dig location materials	200	
					Cones and barricades (50%)	1,500	
					<b>Justification Items Total:</b>	<b>3,700</b>	
956.000	MISCELLANEOUS EXPENSE	0	100	100	100	Miscellaneous expenditures	
965.000	EQUIPMENT PURCHASES	850	1,000	120	1,000	Miscellaneous small equipment as needed	
965.600	MISC TOOLS & EQUIPMENT	960	950	230	500	Gloves, masks, coveralls, etc.	
971.000	CAPTIAL OUTLAY	0	383,380	308,520	0	None anticipated	
971.250	CAPITAL OUTLY - PROF FEES	0	33,500	26,340	0	None anticipated	
991.600	SEWER EXPANSION PRINCIPAL-2008	0	60,000	60,000	60,000	Based on bond schedule - expires 2028	
993.600	SEWER EXPANSION INTEREST-2008	25,800	22,290	22,280	19,290	Based on bond schedule - expires 2028	
994.999	PAYING AGENT FEES	650	600	650	600	Paid to OCRC for handling of bonds	
995.370	OP TRANSFER OUT - TWP BLDG DEBT	27,800	0	0	0	Expired in 2021	
995.645	OP TRANSFER OUT - IT FUND	27,480	30,890	28,320	29,980	See software expense & computer services spreadsheet	

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 590 SEWER FUND  
DEPARTMENT: 537 SEWER EXPENSES  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
	602,220	1,242,710	938,100	679,570		
<b>Totals for Fund: 590 SEWER FUND</b>						
Total Revenues:	943,530	939,320	816,680	932,860		
Total Expenditures:	602,220	1,242,710	938,100	679,570		
Net of Revenues/Expenditures:	341,310	(303,390)	(121,420)	253,290		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 591 WATER FUND  
DEPARTMENT: 000  
Revenues

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
590.000 GHACF COMMUNITY CHOICE GRANT	0	7,140	7,140	0	One time grant in 2022	
614.000 VARIOUS FEES	560	350	320	350	NSF Charges - 14 @ \$25	
632.000 SALE OF MATERIALS	7,360	7,000	6,410	7,000	Sale of meters, setters, angle valves, other materials, etc.	
634.000 LATERAL CHARGES/INSP FEES	118,700	85,500	76,400	113,500	Based on 50 new connections in water system. 40 connections at \$2,650/tap, and 10 connectons at \$750/tap (pretapped). Commercial/industrial connections pay meter/material costs under account 632.	
634.100 TRUNKAGE FEES	71,500	36,200	33,480	36,200	Based on 50 new residential connections - 10 existing homes will connect leaving 40 new construction connections @ \$905/trunkage. Commercial/industrial connections will pay based on meter size under this account.	
642.000 UTILITY SALES	1,825,100	1,918,280	1,488,300	1,896,160	NOWS based on 635.5 MG in water sales @ \$2.86 per 1000 gallons Grand Rapids based on 23.9 MG in water sales @ \$3.29 per 1000 gallons	1,817,530 78,630
					<b>Justification Items Total:</b>	<b>1,896,160</b>
642.200 READINESS TO SERVE CHARGE	1,086,290	1,081,080	913,890	1,084,360	Increase RTS with 50 new connections - Assumes 15 connection x 9 months, 15 connections x 6 months and 20 connections x 3 months (\$14.23/month) remainder based on actual collection to date	
642.300 FIRE LINE CHARGES	13,730	14,150	11,700	14,310	52 - up to 6" @ \$13.65/month 10 - 8" @ \$29.50/month 2 - 10" @ \$51.50/month 1 - 12" @ \$86.00/month	8,510 3,540 1,230 1,030
					<b>Justification Items Total:</b>	<b>14,310</b>
658.000 LATE CHARGES	44,600	32,000	27,030	38,000	Estimate of late payments	
658.100 RE-ESTABLISH SERVICE CHARGE	4,470	5,500	4,840	5,100	Estimate of late payments	
665.000 INTEREST INCOME	2,810	7,100	17,360	24,000	Interest on investments	
667.000 HYDRANT RENTAL INCOME	1,540	1,870	2,250	1,870	Includes rental charges for hydrant usage by contractors Robinson Township hydrant rental	500 1,370
					<b>Justification Items Total:</b>	<b>1,870</b>
671.000 LEASE PAYMENTS	23,590	26,410	24,230	27,200	T-Mobile Wireless antenna lease on water tower (increases 3% per year)	
676.000 REIMBURSEMENTS	17,100	1,000	8,520	1,000		
676.500 REIMBURSEMENTS - EE HEALTH INS CONT	2,170	2,250	1,790	2,350	Employee Contribution	
684.000 MISCELLANEOUS INCOME	0	1,000	110	100	Miscellaneous revenues not covered by other line items	
696.000 BOND REVENUES	0	1,000	0	0		
	<b>3,219,520</b>	<b>3,227,830</b>	<b>2,623,770</b>	<b>3,251,500</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 591 WATER FUND  
DEPARTMENT: 536 WATER EXPENSES  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
702.000 SALARIES	278,600	278,100	176,230	229,270	Director - Salary of \$107,452 (25%) Assistant Director - Salary of \$95,131 (40%) Coordinator - 832 hrs @ \$32.12/hr (40%) Public Services Foreman - 2080 hrs @ \$34.68/hr Public Services Worker - 1560 hrs @ \$30.48/hr (75%) Public Services Worker - 1560 hrs @ \$27.52/hr (75%) (includes health & dental opt out) Allocation of Information Technology Wages	26,870 40,010 29,650 31,460 49,840 49,610 1,830
<b>Justification Items Total:</b>						<b>229,270</b>
702.900 SALARIES - SPECIAL PROJECTS	3,000	10,960	0	11,840	Summer help - hydrant maintenance - 800 hrs @ \$14.79/hr	
703.000 OVERHEAD & SUPERVISION	179,700	180,660	165,600	233,760	See spreadsheet	
715.000 FICA	20,850	21,070	13,130	17,160	7.65% of salaries	
715.900 FICA - SPECIAL PROJECTS	0	840	0	910	7.65% of salaries	
716.000 MEDICAL CARE & PHYSICALS	630	500	330	500	Pre-employment physicals, med-center treatment as necessary	
718.000 PENSION	16,560	25,950	15,730	20,900	10% of salaries for full-time employees, excludes sick leave reimbursement & overtime	
719.000 HEALTH INSURANCE	47,430	41,440	37,150	31,680	Blue Care Network - Includes HSA deposit	
719.100 DENTAL INSURANCE	4,310	3,470	2,370	2,530	Delta Dental	
719.200 DISABILITY INSURANCE	2,700	2,380	1,470	1,790	Short and long term disability - 0% increase	
719.300 LIFE INSURANCE	400	300	270	250	Life insurance	
719.700 EMPLOYEE ASSISTANCE PROGRAM	70	200	70	120	4 full- time employees	
721.000 WORKERS COMP INSURANCE	2,520	3,380	2,460	1,540	Based on current rates	
727.000 OFFICE SUPPLIES & POSTAGE	12,600	10,000	8,110	10,000	Supplies such as paper, pens, folders, checks, postage for water bills (80%), mailings, etc.	
741.000 UNIFORM EXPENSE	4,570	8,650	4,040	5,730	Uniform cleaning for 3 full-time employees & 1 part-time employee Clothing allowance for 3 full-time employees & 1 part-time employee Prescription safety glasses for 3 full-time employees Safety gear	2,630 1,400 1,200 500
<b>Justification Items Total:</b>						<b>5,730</b>
801.000 LEGAL AND PROFESSIONAL FEES	51,210	30,300	26,300	41,300	Required MDEQ Trihalomethanes/Haloacetic Acids (HAA5) Normal annual update of GIS system through Prein & Newhof (Including As-Builts) Legal fees for easements, delinquent bill collection, etc. EGLE licensing fee Inspect East tank - Dixon Engineering	800 25,000 3,000 7,000 5,500
<b>Justification Items Total:</b>						<b>41,300</b>
801.001 BANK FEES	530	500	0	500	Bank charges	
802.000 CONFERENCES, DUES, SUB'S	7,000	10,000	12,060	11,000	AWWA memberships, continuing education, magazine/publication subscriptions - 10 full-time employees to educate	
803.000 CONTRACTED SERVICES	34,660	30,000	21,610	51,000	Payment made to contractor for the installation of new water services - 40 new taps at \$1,275 each	
805.000 AUDIT SERVICES	3,310	3,320	3,310	3,390	25% of \$13,550	
817.000 MISS DIG SERVICES	820	900	960	1,000	Annual fee for water, sewer and fiber	

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 591 WATER FUND  
DEPARTMENT: 536 WATER EXPENSES  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
825.000 WATER PURCHASES	827,000	784,820	712,110	814,940	NOWS based on 714.0 MG in water purchased @ \$1.08/1,000 gallons	771,120
					Grand Rapids based on 24.9 MG in water purchased @ \$1.76/1,000 gallons	43,820
					<b>Justification Items Total:</b>	<b>814,940</b>
826.000 PROPERTY & LIABILITY INSURANCE	10,890	12,350	11,600	15,780	Property and Liability Insurance (Effective Nov 1st)	
850.000 TELEPHONE EXPENSE	4,470	4,590	3,560	4,230	See telephone/internet worksheet	
861.000 TRAVEL & MILEAGE	30	300	20	300	Token amount for continuing education and training	
863.000 FUEL EXPENSE	7,580	8,000	10,860	11,500	Fuel expense for service trucks, compressor, etc.	
900.000 PRINTING & PUBLISHING	5,040	1,000	240	1,000	Employment ads	
921.000 ELECTRIC	6,030	6,150	5,630	6,330	Payment for building electrical expenses, meter stations and meter pits	
922.000 GAS	7,050	9,730	7,750	8,850	Payment for building and meter station gas usage	
923.000 WATER EXPENSE	3,670	3,500	2,950	3,200	Water consumption for domestic usage and sprinkling at meter stations	
924.000 WASTEWATER EXPENSE	150	240	130	180	Waste water processing	
930.000 MAINTENANCE AND REPAIR OF B&G	2,260	5,550	6,610	6,400	Miscellaneous maintenance (80%)	4,000
					Powerwash building (80%)	2,400
					<b>Justification Items Total:</b>	<b>6,400</b>
936.000 EQUIPMENT MAINTENANCE	800	4,130	2,170	4,200	Calibration of meters, locators, hand-held meter readers, sampling equipment, etc.	3,000
					Generator maintenance	1,200
					<b>Justification Items Total:</b>	<b>4,200</b>
936.300 AUTOMOTIVE MAINTENANCE	7,470	7,400	1,590	6,200	Maintenance of trucks including oil changes, grease, filters, brakes, truck washes, etc.	5,000
					Tires for 1 truck	1,200
					<b>Justification Items Total:</b>	<b>6,200</b>
936.310 HYDRANT MAINTENANCE	13,230	25,500	9,490	15,900	Contracted services	10,000
					Signs, posts, nozzles, caps, miscellaneous parts, etc.	500
					Paint and materials	5,000
					Hydrant pump	400
					<b>Justification Items Total:</b>	<b>15,900</b>
936.320 METER MAINTENANCE	3,870	8,800	7,980	9,000	Testing of large meters. All 2" and larger meters are tested every 3 years (2023 - 2" meters = 24, 3" meters = 3, 4' meters = 1)	
936.330 METER STATION MAINTENANCE	3,500	6,550	6,170	7,500	Fertilizer	550
					Maintenance	5,000
					Generator maintenance (2)	1,200
					Powerwash West meter station	750
					<b>Justification Items Total:</b>	<b>7,500</b>
936.340 SERVICE LINE MAINTENANCE	70,500	61,600	89,540	104,050	Payment to contractor for service line breaks / replacements - 30 repairs @ \$3,050 each	91,500
					Material for service line repairs including pits, copper, etc.	10,000
					Miss Dig location materials	550
					Vacuum breakers - Cross Connection Control Program	500

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 591 WATER FUND  
DEPARTMENT: 536 WATER EXPENSES  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
					Cones and barricades (1/2)	1,500
					<b>Justification Items Total:</b>	<b>104,050</b>
936.350 WATER MAIN MAINTENANCE	9,100	20,000	2,040	20,000	Payment to contractor for repair of water main breaks	
936.360 WATER TANK MAINTENANCE	1,660	11,500	7,520	6,200	Calibration of cathodic protection, altitude valve, various telemetry equipment	2,000
					Water tank maintenance	3,000
					Generator maintenance (2)	1,200
					<b>Justification Items Total:</b>	<b>6,200</b>
936.370 RADIO MAINTENANCE	0	500	230	500	Maintenance of mobile and portable radios as needed	
940.000 EQUIPMENT RENTAL	0	200	0	200	Rental of equipment as needed for water system maintenance such as leak detector, hammer drill & bits, etc.	
956.000 MISCELLANEOUS EXPENSE	0	300	170	300	Miscellaneous expenditures not covered by other line items	
961.000 METER PURCHASES	29,690	38,750	41,840	51,200	30 new 3/4" meters @ \$160 each	4,800
					20 new 1" meters @ \$270 each	5,400
					50 new mxu's @ \$195 each	9,750
					100 replacement meters @ \$215 each	21,500
					50 replacement mxu's @\$195 each	9,750
					<b>Justification Items Total:</b>	<b>51,200</b>
962.000 HYDRANT PURCHASES	0	12,570	0	22,500	Replacement of hydrants - 6 @ \$3,390/hydrant	20,340
					Extensions - 6 @ \$360	2,160
					<b>Justification Items Total:</b>	<b>22,500</b>
963.000 SERVICE LINE PURCHASES	39,400	28,750	33,500	28,750	50 standard residential taps (copper, brass, curb boxes and rods) @ \$400 each	20,000
					50 V-2 meter setters @ \$175 each	8,750
					<b>Justification Items Total:</b>	<b>28,750</b>
965.000 EQUIPMENT PURCHASES	4,670	7,820	6,990	1,500	65" TV and stand	
965.600 MISC TOOLS & EQUIPMENT	2,000	2,000	510	2,000	Miscellaneous tools and equipment not covered under 965 account	
971.000 CAPTIAL OUTLAY	0	652,360	646,510	225,000	Meter station property acquisition - Transmission Main #3	
971.250 CAPITAL OUTLY - PROF FEES	0	65,000	44,100	365,000	Engineering for Transmission Main #3	300,000
					Engineering for water system extension - US 31/M-45 to Hiawatha	65,000
					<b>Justification Items Total:</b>	<b>365,000</b>
992.400 NOWS PLANT EXPAN 2009 PRINCIPAL	0	214,320	214,310	225,970	NOWS plant expansion (2016 refunding bonds) - expires 2034	
994.200 WATER INTAKE EXPAN INTEREST	1,670	0	0	0	Expired in 2021	
994.400 NOWS PLANT EXPAN 2009 INTEREST	172,120	167,500	167,490	158,690	NOWS Plant expansion interest (2016 refunding bonds) - expires 2034	
994.999 PAYING AGENT FEES	640	750	340	700		
995.370 OP TRANSFER OUT - TWP BLDG DEBT	71,830	0	0	0	Expired in 2021	
995.645 OP TRANSFER OUT - IT FUND	39,960	57,860	53,020	90,030	See software expense & computer services spreadsheet	
	<b>2,017,750</b>	<b>2,893,310</b>	<b>2,588,170</b>	<b>2,894,270</b>		

**Totals for Fund: 591 WATER FUND**

Total Revenues:	3,219,520	3,227,830	2,623,770	3,251,500
Total Expenditures:	2,017,750	2,893,310	2,588,170	2,894,270
Net of Revenues/Expenditures:	1,201,770	334,520	35,600	357,230

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 645 INFORMATION TECHNOLOGIES FUND  
DEPARTMENT: 000  
Revenues

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
665.000 INTEREST INCOME	0	0	90	100		
699.101 OP TRANSFER IN - GENERAL FUND	142,440	193,150	177,040	239,110	See spreadsheet - 55.4%	
699.206 OP TRANSFER IN - FIRE FUND	41,040	68,260	62,570	72,670	See spreadsheet - 16.8%	
699.590 OP TRANSFER IN - SEWER FUND	27,480	30,890	28,320	29,980	See spreadsheet - 6.9%	
699.591 OP TRANSFER IN - WATER FUND	39,960	57,860	53,020	90,030	See spreadsheet - 20.9%	
	<b>250,920</b>	<b>350,160</b>	<b>321,040</b>	<b>431,890</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 645 INFORMATION TECHNOLOGIES FUND  
DEPARTMENT: 000  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
804.000 COMPUTER SERVICES	210,260	291,640	251,330	337,380	See spreadsheet	
965.000 EQUIPMENT PURCHASES	9,800	12,960	12,270	16,850	Ruckus Access Point (DPW Garage)	900
					Fire/Rescue Ipad Pro (2)	4,400
					DPW Laptop	2,500
					HR Laptop	2,500
					Spare Workstations	3,500
					Miscellaneous Items	3,000
					<b>Justification Items Total:</b>	<b>16,800</b>
971.000 CAPTIAL OUTLAY	0	105,560	100,910	77,560	Replace Network Switches (13)	66,000
					UPS (Battery BackUp)	11,500
					<b>Justification Items Total:</b>	<b>77,500</b>
	<u>220,060</u>	<u>410,160</u>	<u>364,510</u>	<u>431,790</u>		

**Totals for Fund: 645 INFORMATION TECHNOLOGIES FUND**

Total Revenues:	250,920	350,160	321,040	431,890
Total Expenditures:	220,060	410,160	364,510	431,790
Net of Revenues/Expenditures:	30,860	(60,000)	(43,470)	100

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 737 OPEB FUND  
DEPARTMENT: 000  
Revenues

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
665.000 INTEREST INCOME	0	0	10	0		
676.700 REIMBURSEMENTS-RETIREE CONTRIBUTIC	1,740	3,750	450	1,670	Bette Boomgard	100
					Terry and Sylvia French	210
					Norma VanOordt	260
					Bruce Palm	
					Jeff and Kara Kriger	1,100
					<b>Justification Items Total:</b>	<b>1,670</b>
699.101 OP TRANSFER IN - GENERAL FUND	15,720	16,800	15,400	5,400	Current Retirees	
699.206 OP TRANSFER IN - FIRE FUND	23,580	25,200	23,100	24,600	Current IAFF employees and retirees	
	<b>41,040</b>	<b>45,750</b>	<b>38,960</b>	<b>31,670</b>		

**GRAND HAVEN CHARTER TOWNSHIP**

REQUESTED BUDGET WORKSHEET FOR  
FISCAL YEAR 2023

FUND: 737 OPEB FUND  
DEPARTMENT: 000  
Expenditures

ACCOUNT	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/30/22	2023 REQUESTED BUDGET	JUSTIFICATION DETAIL	ITEM AMOUNT
719.600 RETIREMENT HEALTH CARE	36,490	27,300	24,970	28,940	Bette Boomgard	960
					Norma Van Oordt	960
					Terry and Sylvia French	1,920
					Bruce Palm (Plus \$1,125 HSA deposit)	11,330
					Jeff Kriger (Plus \$2,250 HSA deposit)	13,770
					<b>Justification Items Total:</b>	<b>28,940</b>
801.001 BANK FEES	300	360	250	360		
	<u>36,790</u>	<u>27,660</u>	<u>25,220</u>	<u>29,300</u>		
<b>Totals for Fund: 737 OPEB FUND</b>						
Total Revenues:	41,040	45,750	38,960	31,670		
Total Expenditures:	36,790	27,660	25,220	29,300		
Net of Revenues/Expenditures:	4,250	18,090	13,740	2,370		
<b>Total - All Funds</b>						
Total Revenues:	20,008,940	16,515,100	14,802,330	16,477,040		
Total Expenditures:	11,359,770	22,973,110	16,412,970	17,436,590		
Net of Revenues/Expenditures:	8,649,170	(6,458,010)	(1,610,640)	(959,550)		

**GRAND HAVEN CHARTER TOWNSHIP  
BUDGET RESOLUTION 22-11-07 FOR ADOPTION  
BY THE GRAND HAVEN CHARTER TOWNSHIP BOARD  
OF THE 2023 FISCAL YEAR BUDGET**

A resolution to establish the general appropriations act of the Charter Township of Grand Haven for the Fiscal Year 2023, a resolution to make appropriations, approve certain fee increases, to provide for the expenditure of appropriations; to provide for the disposition of income received by the Township; to define the powers and duties of Township officers in relation to the administration of the budget; and, to provide remedies for refusal or neglect to comply with the requirements of this resolution.

The Board of Trustees of Grand Haven Charter Township resolves:

**SECTION 1: TITLE**

This resolution shall be known as the 2023 Grand Haven Charter Township Appropriations Act.

**SECTION 2: CHIEF ADMINISTRATIVE OFFICER**

The Township Superintendent, pursuant to state law, shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this resolution.

**SECTION 3: FISCAL OFFICER**

The Township Finance Director shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this resolution.

**SECTION 4: PUBLIC HEARING ON THE BUDGET**

Pursuant to MCLA 42.26, notice of a public hearing on the proposed budget was published in the Grand Haven Tribune, a newspaper of general circulation on November 18 and 23, 2022 and a public hearing on the proposed budget was held on November 28, 2023, at 7:00 p.m. at the Township Hall.

**SECTION 5: ESTIMATED REVENUES AND EXPENDITURES OF VARIOUS FUNDS**

**SUBSECTION A: GENERAL FUND**

The total revenues and unreserved fund balance estimated to be available for appropriations in the **GENERAL FUND** of Grand Haven Charter Township, including an allocated millage of 1.0221 mills; voter authorized millage of 0.0 mills, and various other revenues for the Fiscal Year 2023 are as follows:

<b>REVENUE</b>		<b>NOTES</b>
<b>General Fund Revenues</b>	<b>4,649,990</b>	
<b>Fund Balance on 01/01/23</b>	<b>3,312,727</b>	
<b>Total Available Funds</b>	<b>\$7,962,717</b>	

That \$5,131,350 of the total available to appropriate in the **GENERAL FUND** is hereby appropriated in the amounts and for the purposes set forth below:

<b>EXPENDITURE</b>		<b>NOTES</b>
<b>General Fund Expenditures</b>	<b>5,131,350</b>	
<b>Fund Balance on 12/31/23</b>	<b>\$2,831,367</b>	

### **SUBSECTION B: MUNICIPAL STREET FUND**

That the total revenues and unappropriated cash balance estimated to be available for the appropriation in the **MUNICIPAL STREET FUND** of the Charter Township of Grand Haven, including a voter-authorized millage of 0.9408 mills, and various other revenues for the Fiscal Year 2023 is as follows:

<b>REVENUES</b>		<b>NOTES</b>
<b>Municipal Street Fund Revenues</b>	<b>1,345,530</b>	
<b>Fund Balance on 01/01/23</b>	<b>264,703</b>	
<b>Total Available Funds</b>	<b>\$1,610,233</b>	

That \$1,533,350 of the total available to appropriate in the **MUNICIPAL STREET FUND** is hereby appropriated in the amounts and for the purposes set forth below:

<b>EXPENDITURES</b>		<b>NOTES</b>
<b>Municipal Street Fund Expenditures</b>	<b>1,533,350</b>	<b>\$531k will be transferred to Harbor Transit; \$1 million will be retained for street maintenance</b>
<b>Fund Balance on 12/31/23</b>	<b>\$76,883</b>	

### **SUBSECTION C: FIRE DEPARTMENT FUND**

That the total revenues and unappropriated cash balance estimated to be available for the appropriation in the **FIRE DEPARTMENT FUND** of the Charter Township of Grand Haven, including a voter-authorized millage of 1.9 mills for the Fiscal Year 2023 is as follows:

<b>REVENUES</b>		<b>NOTES</b>
<b>Fire Fund Revenues</b>	<b>1,745,390</b>	
<b>Fund Balance on 01/01/23</b>	<b>674,671</b>	
<b>Total Available Funds</b>	<b>\$2,420,061</b>	

That \$1,697,270 of the total available to appropriate in the **FIRE DEPARTMENT FUND** is hereby appropriated in the amounts and for the purposes set forth below:

<b>EXPENDITURES</b>		<b>NOTES</b>
<b>Fire Fund Expenditures</b>	<b>1,697,270</b>	
<b>Fund Balance on 12/31/23</b>	<b>\$722,791</b>	

**SUBSECTION D: POLICE SERVICES SAD FUND**

That the total revenues and unappropriated cash balance estimated to be available for the appropriation in the **POLICE SERVICES SAD FUND** of the Charter Township of Grand Haven, including a township-wide special assessment levy equal to 0.5500 mills on the taxable value of real property, and various other revenues for the Fiscal Year 2023 is as follows:

<b>REVENUES</b>		<b>NOTES</b>
<b>Police SAD Fund Revenues</b>	<b>565,090</b>	
<b>Fund Balance on 01/01/23</b>	<b>291,282</b>	
<b>Total Available Funds</b>	<b>\$856,732</b>	

That \$619,000 of the total available to appropriate in the **POLICE SERVICES SAD FUND** is hereby appropriated in the amounts and for the purposes set forth below:

<b>EXPENDITURES</b>		<b>NOTES</b>
<b>Police SAD Fund Expenditures</b>	<b>619,000</b>	<b>Funds portion of 5 Sheriff deputies</b>
<b>Fund Balance on 12/31/23</b>	<b>\$237,372</b>	

**SUBSECTION E: DOWNTOWN DEVELOPMENT AUTHORITY**

That the total revenues and unappropriated cash balance estimated to be available for the appropriations in the **DOWNTOWN DEVELOPMENT AUTHORITY FUND** of the Charter Township of Grand Haven for the Fiscal Year 2023 is as follows:

<b>REVENUES</b>		<b>NOTES</b>
<b>DDA Fund Revenues</b>	<b>957,880</b>	
<b>Fund Balance on 01/01/23</b>	<b>2,368,170</b>	
<b>Total Available Funds</b>	<b>\$3,326,050</b>	

That \$142,310 of the total available to appropriate in the **DOWNTOWN DEVELOPMENT AUTHORITY FUND** is hereby appropriated in the amounts and for the purposes set forth below:

<b>EXPENDITURES</b>		<b>NOTES</b>
<b>DDA Fund Expenditures</b>	<b>142,310</b>	
<b>Fund Balance on 12/31/23</b>	<b>\$3,183,740</b>	

**SUBSECTION F: AMERICAN RESCUE PLAN ACT (ARPA) FUND**

That the total revenues and unappropriated cash balance estimated to be available for appropriations in the **ARPA FUND** of the Charter Township of Grand Haven, including various other revenues for the Fiscal Year 2023 is as follows:

<b>REVENUES</b>		<b>NOTES</b>
<b>ARPA Fund Revenues</b>	<b>2,000</b>	
<b>Fund Balance on 01/01/23</b>	<b>1,730</b>	
<b>Total Available Funds</b>	<b>\$3,730</b>	

That \$0 of the total available to appropriate in the **ARPA FUND** is hereby appropriated in the amounts and for the purposes set forth below:

<b>EXPENDITURES</b>		<b>NOTES</b>
<b>ARPA Fund Expenditures</b>	<b>0</b>	
<b>Fund Balance on 12/31/23</b>	<b>\$3,730</b>	

### **SUBSECTION G: DEBT SERVICE FUND - PARKS**

That the total revenues and unappropriated cash balance estimated to be available for appropriations in the **DEBT SERVICE FUND - PARKS** of the Charter Township of Grand Haven, including a voter-authorized millage rate of 0.35 mills, and various other revenues for the Fiscal Year 2023 is as follows:

<b>REVENUES</b>		<b>NOTES</b>
<b>Park Debt Fund Revenues</b>	<b>339,390</b>	
<b>Fund Balance on 01/01/23</b>	<b>52,950</b>	
<b>Total Available Funds</b>	<b>\$392,340</b>	

That \$350,450 of the total available to appropriate in the **DEBT SERVICE FUND - PARKS** is hereby appropriated in the amounts and for the purposes set forth below:

<b>EXPENDITURES</b>		<b>NOTES</b>
<b>Park Debt Fund Expenditures</b>	<b>350,450</b>	
<b>Fund Balance on 12/31/23</b>	<b>\$41,890</b>	

### **SUBSECTION H: DEBT SERVICE FUND – PATHWAYS**

That the total revenues and unappropriated cash balance estimated to be available for appropriations in the **DEBT SERVICE FUND – PATHWAYS** of the Charter Township of Grand Haven, including a voter-authorized millage rate of 0.00 mills, and various other revenues for the Fiscal Year 2023 is as follows:

<b>REVENUES</b>		<b>NOTES</b>
<b>Pathways Debt Fund Revenues</b>	<b>303,490</b>	100% from Pathway Fund
<b>Fund Balance on 01/01/23</b>	<b>3</b>	
<b>Total Available Funds</b>	<b>\$303,493</b>	

That \$303,490 total available to appropriate in the **DEBT SERVICE FUND – PATHWAYS** is hereby appropriated in the amounts and for the purposes set forth below:

<b>EXPENDITURES</b>		<b>NOTES</b>
<b>Pathways Debt Expenditures</b>	<b>303,490</b>	Bond Expires in 2035
<b>Fund Balance on 12/31/23</b>	<b>\$3</b>	

**SUBSECTION I: PATHWAY FUND**

That the total revenues and unappropriated cash balance estimated to be available for appropriations in the **PATHWAY FUND** of the Charter Township of Grand Haven, including a voter-authorized millage rate of 0.4287 mills, and various other revenues for the Fiscal Year 2023 is as follows:

<b>REVENUES</b>		<b>NOTES</b>
<b>Pathway Fund Revenues</b>	<b>513,660</b>	
<b>Fund Balance on 01/01/23</b>	<b>174,433</b>	
<b>Total Available Funds</b>	<b>\$688,093</b>	

That \$676,240 total available to appropriate in the **PATHWAY FUND** is hereby appropriated in the amounts and for the purposes set forth below:

<b>EXPENDITURES</b>		<b>NOTES</b>
<b>Pathway Expenditures</b>	<b>676,240</b>	
<b>Fund Balance on 12/31/23</b>	<b>\$11,853</b>	

**SUBSECTION J: PARKS CONSTRUCTION FUND**

That the total revenues and unappropriated cash balance estimated to be available for appropriations in the **PARKS CONSTRUCTION FUND** of the Charter Township of Grand Haven, including various grants and other revenues for the Fiscal Year 2023 is as follows:

<b>REVENUES</b>		<b>NOTES</b>
<b>Parks Construction Fund Revenues</b>	<b>1,406,700</b>	
<b>Fund Balance on 01/01/23</b>	<b>1,553,096</b>	
<b>Total Available Funds</b>	<b>\$2,959,796</b>	

That \$2,948,200 total available to appropriate in the **PARKS CONSTRUCTION FUND** is hereby appropriated in the amounts and for the purposes set forth below:

<b>EXPENDITURES</b>		<b>NOTES</b>
<b>Pathway Expenditures</b>	<b>2,948,200</b>	
<b>Fund Balance on 12/31/23</b>	<b>\$11,596</b>	

**SUBSECTION K: SEWER DEPARTMENT**

That the total revenues and unappropriated cash balance estimated to be available for appropriations in the **WASTEWATER FUND** of the Charter Township of Grand Haven for the Fiscal Year 2023 is as follows:

<b>REVENUES</b>		<b>NOTES</b>
Wastewater Fund Revenues	<b>932,860</b>	
Cash Reserves on 01/01/23	<b>1,001,710</b>	
<b>Total Available Funds</b>	<b>\$1,934,570</b>	

That \$679,570 of the total available to appropriate in the **WASTEWATER FUND** is hereby appropriated in the amount and for the purposes set forth below:

<b>EXPENDITURES</b>		<b>NOTES</b>
Wastewater Fund Expenditures	<b>679,570</b>	
Cash Reserves on 12/31/23	<b>\$1,255,000</b>	

#### **SUBSECTION L: WATER FUND**

That the total revenues and unappropriated cash balance estimated to be available for the appropriations in the **WATER FUND** of the Charter Township of Grand Haven for the Fiscal Year 2023 is as follows:

<b>REVENUES</b>		<b>NOTES</b>
Water Fund Revenues	<b>3,251,500</b>	
Cash Reserves on 01/01/23	<b>4,120,112</b>	
<b>Total Available Revenues</b>	<b>\$7,371,612</b>	

That \$2,894,270 of the total available to appropriate in the **WATER FUND** is hereby appropriated in the amount and for the purposes set forth below:

<b>EXPENDITURES</b>		<b>NOTES</b>
Water Fund Expenditures	<b>2,894,270</b>	
Cash Reserves on 12/31/23	<b>\$4,477,342</b>	

#### **SUBSECTION M: IT SERVICE FUND**

That the total revenues and unappropriated cash balance estimated to be available for the appropriations in the **IT SERVICE FUND** of the Charter Township of Grand Haven for the Fiscal Year 2023 is as follows:

<b>REVENUES</b>		<b>NOTES</b>
Transfer Fund Revenues	<b>431,890</b>	
Fund Balance on 01/01/23	<b>38,850</b>	
<b>Total Available Revenues</b>	<b>\$470,740</b>	

That \$431,790 of the total available to appropriate in the **IT SERVICE FUND** is hereby appropriated in the amount and for the purposes set forth below:

<b>EXPENDITURES</b>		<b>NOTES</b>
<b>IT Service Fund Expenditures</b>	<b>431,790</b>	
<b>Fund Balance on 12/31/23</b>	<b>\$38,950</b>	

**SUBSECTION N: RETIREE HEALTH CARE TRUST FUND**

That the total revenues and unappropriated cash balance estimated to be available for the appropriations in the **RETIREE HEALTH CARE TRUST FUND** of the Charter Township of Grand Haven for the Fiscal Year 2023 is as follows:

<b>REVENUES</b>		<b>NOTES</b>
<b>Transfer Fund Revenues</b>	<b>31,670</b>	
<b>Fund Balance on 01/01/23</b>	<b>195,376</b>	
<b>Total Available Revenues</b>	<b>\$227,046</b>	

That \$29,300 of the total available to appropriate in the **RETIREE HEALTH CARE TRUST FUND** is hereby appropriated in the amount and for the purposes set forth below:

<b>EXPENDITURES</b>		<b>NOTES</b>
<b>Retiree Health Fund Expenditures</b>	<b>29,300</b>	
<b>Fund Balance on 12/31/23</b>	<b>\$197,746</b>	

**SECTION 6: ADOPTION BY REFERENCE**

1. The 2023 Budget Year Worksheet of Grand Haven Charter Township is hereby adopted by reference, with the revenues and activity expenditures as indicated in Section 5 of this resolution.
2. The 2023 GHT Wage Scale is hereby adopted by reference and shall be utilized for offers of employment throughout FY2023.

**SECTION 7: ADOPTION OF BUDGET BY ACTIVITY**

The Grand Haven Charter Township Board of Trustees adopts the 2023 Fiscal Year budget by activity. The Township Fiscal Officer, who is responsible for the expenditures authorized in the budget, may expend Township funds up to, but not to exceed, the total appropriation authorized in each activity.

**SECTION 8: FEES & CHARGES**

1. The General Fund, Sewer Fund, and Fire Fund are exempted from paying the Readiness to Serve (RTS) charge on the water bills.
2. The following Water Fund “tap” fees are established, as follows:
  - ✓ a ¾” meter with a 1” service line is \$2,600;
  - ✓ a 1” meter with a 1” service line is \$2,700;

## SECTION 9: INSURANCE BENEFITS

Monies for the following insurances are included within the budget:

1. Health Insurance – Blue Care Network High Deductible Health Plan - HMO HSA (*for full-time staff with about 4% of premium funded by staff with 7 expected waivers*)
  - HSA Payment Single = \$1,125
  - HSA Payment Double = \$2,250
  - HSA Payment Family = \$2,250

Employee premium insurance contributions for the Blue Care Network HMO HSA Plan are as follows:

Single (7)	- \$ 21.79/month
Double (6)	- \$ 45.92/month
Family (9)	- \$ 62.26/month

2. The health care waiver payments for full-time employees will remain at the following levels:
  - Single - \$166.67/month
  - Double - \$333.33/month
  - Family - \$333.33/month
3. The dental care waiver payments for full-time employees will remain at the following levels:
  - Single - \$ 15.94/month
  - Double - \$ 29.56/month
  - Family - \$ 51.24/month
4. Retiree Medicare Supplemental Health Insurance - Priority Medicare Individual Plan (*for retirees above the age of 65*)
5. Dental Insurance – Delta Dental PPO (*for full-time staff with 5 expected waivers*)
6. Short Term Disability – Mutual of Omaha (*for all staff*)
7. Long Term Disability - Mutual of Omaha (*for all staff*)
8. Workers Compensation – Manufacturing Technology Mutual Insurance (*for full-time and part-time staff*)
9. Life and AD&D Insurance – Mutual of Omaha
  - \$30,000 (*for full-time staff and part-time fire/rescue staff*)
  - \$60,000 (*for full-time staff who are also part-time fire/rescue staff*)
  - \$100,000 (*for superintendent position*)
10. Liability & Vehicle Insurance – Par Plan

**SECTION 10: STAFFING**

Monies for the following staffing levels are included within the budget:

**Township Board**

<b>Position Title</b>	<b># Positions</b>	<b># Filled</b>	<b># Vacant</b>
Supervisor	1	1	0
Clerk	1	1	0
Treasurer	1	1	0
Trustees	4	4	0

**Administration**

<b>Position Title</b>	<b># Positions</b>	<b># Filled</b>	<b># Vacant</b>
Township Superintendent	1	1	0
Assistant Manager/Human Resources Director	1	1	0
Administrative Assistant – Community Development/Administration	1	1 (FT - shared)	0
Administrative Assistant – General Office and Elections (Deputy Clerk)	1	1 (FT - shared)	0

**Assessing**

<b>Position Title</b>	<b># Positions</b>	<b># Filled</b>	<b># Vacant</b>
Director of Assessing/Deputy Treasurer	1	1	0
Appraiser ( <i>replaced with contract employees</i> )	1	0	0

**Community Development**

<b>Position Title</b>	<b># Positions</b>	<b># Filled</b>	<b># Vacant</b>
Senior Planner	1	1	0
Associate Planner	1	1	0
Building Official/Plan Reviewer	1	1	0
Building Inspector/Plan Reviewer	1	1	0
Ordinance Enforcement Officer	1	1 (PT-24 hours)	0
Mechanical & Plumbing Inspector (contract)	1	1 (independent contractor)	0
Electrical Inspector (contract)	1	1 (independent contractor)	0

**Elections**

<b>Position Title</b>	<b># Positions</b>	<b># Filled</b>	<b># Vacant</b>
Election Assistant (temporary & part-time)	4	4	0
Election Workers (7 precincts, AV Counting Board and Receiving Board)	65	65	0

### **Finance**

<b>Position Title</b>	<b># Positions</b>	<b># Filled</b>	<b># Vacant</b>
Director of Finance	1	1	0
Finance Clerk	1	1	0
Administrative Assistant - Finance	1	1	0

### **Fire/Rescue**

<b>Position Title</b>	<b># Positions</b>	<b># Filled</b>	<b># Vacant</b>
Fire Chief	1	1	0
Fire Captain	1	1	0
Fire Lieutenant	2	2	0
Fire Fighter/Equipment Operator	3	3	0
Full-time Position (undefined)	1	0	1
Fire Fighter (part-time)	26	21	5

### **Public Services**

<b>Position Title</b>	<b># Positions</b>	<b># Filled</b>	<b># Vacant</b>
Director of Public Services	1	1	0
Assistant Public Services Director	1	1	0
Public Services Administrative Coordinator	1	1	0
Public Services Foreman	2	1	1
Public Services Worker – Cemetery	1	1	0
Public Services Worker	5	5	0
Public Services Laborer (seasonal)	5	0	5
Beach Attendant (seasonal)	1	0	0
Gate Keeper (seasonal - contract)	1	1	0

### **Township Boards, Commissions, and Committees**

<b>Position Title</b>	<b># Positions</b>	<b># Filled</b>	<b># Vacant</b>
Ambulance Oversight Committee (one is Township staff)	1	1	0
Board of Review	3 (+ 1 alternate)	4	0
Construction Board of Appeals	5	5	0

Downtown Development Authority / Brownfield Redevelopment Authority (one is elected official)	9	9	0
Elections Commission (all are elected officials)	3	3	0
Grand Haven Spring Lake Sewer Authority Board (one is the superintendent)	1 (+ alternate)	2	0
Harbor Transit Authority Board (one is the superintendent)	1 (+ alternate)	2	0
Hofma Park Commission	3	3	0
Loutit District Library Authority Board	3	3	0
North Ottawa Community Hospital Board	1	1	0
North Ottawa Recreation Authority Board (one is an elected official)	2 (+ alternate)	3	0
North Ottawa Water System Administration Committee (one is the superintendent)	1 (+ alternate)	2	0
Ordinance Review Committee (all are elected officials)	3	3	0
Parks and Recreation Committee (one is an elected official)	6	6	0
Personnel Committee (all are elected officials)	3 (+ alternate)	4	0
Planning Commission (one is an elected official)	9	9	0
Public Safety Committee (all are elected officials)	3	3	0
Public Works and Transportation (all are elected officials)	3	3	0
Tax Abatement Review Committee (three are elected officials)	4	4	0
Zoning Board of Appeals (one is an elected official, and one is Planning Commission member)	5 (+ alternate)	6	0

### Contracted Professional Service Agreements

<b>Professional Service Provided</b>
Legal Services (Dickinson Wright)
Engineering Services (Prein and Newhof, Inc.)
Financial Audit Services (Vredeveld Haefner LLC)
Plumbing and Mechanical Inspections (West Shore Inspections, LLC)
Electrical Inspections (Jeff Johnson and/or Joel Hosko)

Water Service Connections & Emergency Repairs (Northern Pipeline Contractors)
Ottawa County Sheriff's Department (4.0 FTEs or portion of 5)

**SECTION 11: TRANSFER AUTHORITY**

The Chief Administrative Officer shall have the authority to make transfers among various line items within an activity.

The line item amounts for salaries and wages, FICA, pension, and employee insurance within and between the Water Fund, Sewer Fund, Pathway Fund, and the General Fund's Building and Grounds Account, Cemetery Account, and Parks Account may be increased or reduced by the Chief Administrative Officer as necessary, if the net effect of the amendment will not exceed the amounts for salary and wages rates established by the Board (*as found in the Pay Rates spreadsheet*) for the staff positions these line items fund.

The line- item amounts for salaries and wages, FICA, pension, and employee insurance within and between the General Fund's Administration Account, Clerk Account and Elections Account may be increased or reduced by the Chief Administrative Officer as necessary, if the net effect of the amendment will not exceed the amounts for salary and wages rates established by the Board (*as found in the Pay Rates spreadsheet*) for the staff positions these line items fund.

**SECTION 12: PERIODIC FISCAL REPORTS**

The Fiscal Officer shall transmit to the Board at the end of each month a report of financial operations for the previous month (*e.g., prior to the end of July, a report for the month of June shall be sent to the Board*), including, but not limited to:

- A. A summary statement of the actual financial condition of the various funds;
- B. A summary statement showing the revenues and expenditures for the previous month and for the current Fiscal Year;
- C. A detailed list:
  - 1. Of expected revenues by major source as estimated in the budget; actual receipts to date for the current Fiscal Year compared with actual receipts from the prior Fiscal Year, and any revisions in the revenue estimates resulting from collection experience to date.
  - 2. For each activity, including the amount appropriated, the amount charged to each appropriation in the previous month and for the Fiscal Year and as compared with the prior Fiscal Year; the unencumbered balance of appropriations, and any revisions in the estimate of expenditures.

**SECTION 13:           LIMIT OF OBLIGATIONS AND PAYMENTS**

No obligation shall be incurred against and no payment shall be made from any appropriation activity unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation. Department heads shall not consider appropriations contained in this resolution as a mandate to expend Township funds.

Prior to completing any single equipment or capital purchase exceeding \$25,000, which has been approved by this resolution, the Chief Administrative Officer shall inform the Board by written memorandum of the proposed expenditure. If the Board does not object to the proposed purchase at its next scheduled meeting, the Fiscal Officer shall have the authority to complete the transaction.

**SECTION 14:           BUDGET MONITORING**

Whenever it appears to the Chief Administrative Officer or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the Township Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or both.

**SECTION 15:           VIOLATIONS OF THIS RESOLUTION**

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible officials or employees to disciplinary action as outlined in Act 621 of the Public Acts of 1978, as amended, and the Grand Haven Charter Township Personnel Manual.

**SECTION 17:           BOARD ADOPTION**

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

Upon roll call vote the following voted:  
Ayes:  
Nays:  
Absent:

RESOLUTION DECLARED ADOPTED.  
Dated: November 28, 2022

---

Township Clerk  
Laurie Larsen

CERTIFICATE

I, the undersigned, the duly qualified and acting Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting of the Township Board held on the 28<sup>th</sup> day of November 2022. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

---

Township Clerk  
Laurie Larsen

Resolution 22-11-08

At a regular meeting of the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at the Township Hall at 13300 168<sup>th</sup> Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 28<sup>th</sup> day of November 2022, at 7:00 p.m., local time.

PRESENT:

ABSENT:

The Supervisor called the meeting to order. After certain matters of business were concluded, the Supervisor stated the next order of business of the meeting was to determine the salary for the elected Supervisor during the 2023 Fiscal Year.

Discussion followed with respect to the salary adjustment on the Supervisor's salary. After completion of this discussion, the following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_:

**RESOLUTION #22-11-08  
Establish Supervisor's Salary**

**WHEREAS**, according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board, and

**WHEREAS**, Michigan Attorney General Opinion 6422 opines that the Township Board should adopt a separate resolution for each elected official, and

**WHEREAS**, the township board deems that an adjustment in the salary of the office of supervisor is warranted in consideration of the recommendation Municipal Consulting Services Classification and Compensation Study and inflation, now

**BE IT RESOLVED**, that as of January 1<sup>st</sup>, 2023, the salary of the office of supervisor shall be as follows:

1. The Supervisor's salary shall be established at \$27,603.
2. The position shall include a monthly stipend of \$50 per month for at-home Internet access.
3. All resolutions in conflict herewith in whole or in part are revoked to the extent of such conflict.

YES:  
NO:  
ABSENT:

RESOLUTION DECLARED ADOPTED.  
Dated: November 28, 2022

---

Township Clerk  
Laurie Larsen

CERTIFICATE

I, the undersigned, the duly qualified and acting Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting of the Township Board held on the 28<sup>th</sup> day of November 2022. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

---

Township Clerk  
Laurie Larsen

Resolution 22-11-09

At a regular meeting of the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at the Township Hall at 13300 168<sup>th</sup> Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 28<sup>th</sup> day of November 2022, at 7:00 p.m., local time.

PRESENT:

ABSENT:

The Supervisor called the meeting to order. After certain matters of business were concluded, the Supervisor stated the next order of business of the meeting was to determine the salary for the elected Clerk during the 2023 Fiscal Year.

Discussion followed with respect to the proposed adjustment on the Clerk's salary. After completion of this discussion, the following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_:

**RESOLUTION #22-11-09**  
**Establish Clerk's Salary**

**WHEREAS**, according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board, and

**WHEREAS**, Michigan Attorney General Opinion 6422 opines that the Township Board should adopt a separate resolution for each elected official, and

**WHEREAS**, the township board deems that an adjustment in the salary of the office of Clerk is warranted in consideration of the recommendation of the Municipal Consulting Services Classification and Compensation Study and inflation, now

**BE IT RESOLVED**, that as of January 1<sup>st</sup>, 2023, the salary of the office of Clerk shall be as follows:

1. The Clerk's salary shall be established at \$24,449.
2. The position shall include a monthly stipend of \$50 per month for at-home Internet access.
3. All resolutions in conflict herewith in whole or in part are revoked to the extent of such conflict.

YES:  
NO:  
ABSENT:

RESOLUTION DECLARED ADOPTED.  
Dated: November 28, 2022

---

Township Clerk  
Laurie Larsen

CERTIFICATE

I, the undersigned, the duly qualified and acting Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting of the Township Board held on the 28<sup>th</sup> day of November 2022. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

---

Township Clerk  
Laurie Larsen

Resolution 22-11-10

At a regular meeting of the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at the Township Hall at 13300 168<sup>th</sup> Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 28<sup>th</sup> day of November 2022, at 7:00 p.m., local time.

PRESENT:

ABSENT:

The Supervisor called the meeting to order. After certain matters of business were concluded, the Supervisor stated the next order of business of the meeting was to determine the salary for the elected Treasurer during the 2023 Fiscal Year.

Discussion followed with respect to the proposed adjustment on the Treasurer's salary. After completion of this discussion, the following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_:

**RESOLUTION #22-11-10**  
**Establish Treasurer's Salary**

**WHEREAS**, according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board, and

**WHEREAS**, Michigan Attorney General Opinion 6422 opines that the Township Board should adopt a separate resolution for each elected official, and

**WHEREAS**, the township board deems that an adjustment in the salary of the office of Treasurer is warranted in consideration the recommendation of the Municipal Consulting Services Classification and Compensation Study and inflation, now

**BE IT RESOLVED**, that as of January 1<sup>st</sup>, 2023, the salary of the office of Treasurer shall be as follows:

1. The Treasurer's salary shall be established at \$23,577.
2. The position shall include a monthly stipend of \$50 per month for at-home Internet access.
3. All resolutions in conflict herewith in whole or in part are revoked to the extent of such conflict.

YES:  
NO:  
ABSENT:

RESOLUTION DECLARED ADOPTED.  
Dated: November 28, 2022

---

Township Clerk  
Laurie Larsen

CERTIFICATE

I, the undersigned, the duly qualified and acting Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting of the Township Board held on the 28<sup>th</sup> day of November 2022. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

---

Township Clerk  
Laurie Larsen

Resolution 22-11-11

At a regular meeting of the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at the Township Hall at 13300 168<sup>th</sup> Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 28<sup>th</sup> day of November 2022, at 7:00 p.m., local time.

PRESENT:

ABSENT:

The Supervisor called the meeting to order. After certain matters of business were concluded, the Supervisor stated the next order of business of the meeting was to determine the salary for the elected Trustees during the 2023 Fiscal Year.

Discussion followed with respect to the proposed adjustment on the Trustees' salary. After completion of this discussion, the following resolution was offered by Supervisor Reenders and supported by Clerk Larsen:

**RESOLUTION #22-11-11  
Establish Trustees' Salary**

**WHEREAS**, according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board, and

**WHEREAS**, Michigan Attorney General Opinion 6422 opines that the Township Board should adopt a separate resolution for each elected official, and

**WHEREAS**, the township board deems that an adjustment in the salary of the office of Trustee is warranted in consideration of the recommendation of the Municipal Consulting Services Classification and Compensation Study and inflation, now

**BE IT RESOLVED**, that as of January 1<sup>st</sup>, 2023, the salary of the office of Trustee shall be as follows:

1. The Trustees' salary shall be established at \$5,536.
2. The position shall include a monthly stipend of \$50 per month for at-home Internet access.
3. All resolutions in conflict herewith in whole or in part are revoked to the extent of such conflict.

YES:  
NO:  
ABSENT:

RESOLUTION DECLARED ADOPTED.  
Dated: November 28, 2022

---

Township Clerk  
Laurie Larsen

CERTIFICATE

I, the undersigned, the duly qualified and acting Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting of the Township Board held on the 28<sup>th</sup> day of November 2022. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

---

Township Clerk  
Laurie Larsen



## Public Services Memo

DATE: November 21, 2022

TO: Township Board

FROM: Public Services Director Chappell

RE: Land Matters Proposal for Land Acquisition ~ Ferry St. Trans Main #3

### BACKGROUND

Land Matters is committed, highly capable, and well positioned to meet the land acquisition needs of the Township in a professional and efficient manner. Since 2005, Land Matters has successfully acquired land, easements, right-of-way, access, grading permits and other rights on thousands of parcels throughout Michigan. Land Matter have expertise which encompasses both the public and private sector for roadway, utilities (sanitary sewer, watermain, storm sewer, pipeline), sidewalks, trails, electrical transmission, and other infrastructure improvement projects.

Based on our discussion with Land Matter, Public Utilities Director Pat Staskiewicz and Public Services Director Chappell, Grand Haven Charter Township will be purchasing a site to construct a new water metering station on Ferry Street. Land Matter estimates the cost of assisting with the purchase at **\$10,000**; but this cost could possibly increase based on the willingness of the seller.

### Land Matter Proposed Task

- ✓ Identifying and managing the acquisition of property and right-of-way needs of the Township
- ✓ Estimating acquisition expenses
- ✓ Property appraisals and review appraisals (if necessary)
- ✓ Assist in obtaining concurrence by the Federal Transit Administration (FTA) for property and right-of-way acquisition to the extent necessary
- ✓ Negotiating with property owners and tenants
- ✓ Maintaining records of notifications and contacts of affected parties
- ✓ Coordinating escrow and title work
- ✓ Estimating relocation costs (if necessary)

- ✓ Developing relocation plans and providing relocation services according to Relocation Law (if necessary)
- ✓ Coordination with utilities as directed
- ✓ Coordinate survey work associated with the acquisition of property and right-of-way as directed
- ✓ Acquisition of permanent and temporary easements
- ✓ Any and all services customarily provide by property acquisition firms

If the Board agrees with the recommendation, the following motion can be offered:

**Move to authorize the Township Public Services Director to execute an agreement with Land Matter for identifying and managing the acquisition of property and right-of-way needs for the development of the Water Meter Station ~ Ferry Street Transmission Main # 3 Project.**



# County of Ottawa

## Sheriff's Office

Steve A. Kempker  
Sheriff

Valerie L. Weiss  
Undersheriff



*Headquarters/Administration*  
12220 Fillmore Street  
West Olive, Michigan 49460  
(616) 738-4000 or (888) 731-1001  
Fax: (616) 738-4062

*Correctional Facility*  
12130 Fillmore Street  
West Olive, Michigan 49460  
(616) 786-4140 or (888) 731-1001  
Fax: (616) 738-4099

Date: 11-10-2022

To: Manager Bill Cargo

From: Deputy Forrest Sabo

RE: Monthly Report (October 2022)

During the month of October, the Sheriff's Office responded to 434 calls for service. Including 70 medicals and 52 traffic related accidents in October 2022.

Traffic contacts during the month of October 2022, Deputies issued 178 tickets.

### **Grand Haven / OAISD School News:**

- Grand Haven had 1 Home Football Game.
- Homecoming Dance was successful.

### **Community Event's:**

- Deputies Sabo, Todd and Busse attended the Grand Haven Township Fire/Rescue Open House.

### **Teaching / Training:**

Deputies Reuwer/Sabo/Teunis:

- Deputies Reuwer and Sabo instructed Hunter Safety at the North Ottawa Rod & Gun Club for Grand Haven High School's Outdoor Education Class
- Deputy Reuwer taught TEAM to Elementary School's.
- Deputy Teunis attended TEAM school. She also spoke to the Grand Haven High School Law Class.
- Deputy Reuwer attended Dive Training.
- Deputy Todd instructed tire deflation training to new hires.

Thank you,

Deputy Forrest Sabo





# County of Ottawa

## *Sheriff's Office*

*Headquarters/Administration*  
12220 Fillmore Street  
West Olive, Michigan 49460  
(616) 738-4000 or (888) 731-1001  
Fax: (616) 738-4062

**Steve A. Kempker**

*Sheriff*

**Valerie L. Weiss**

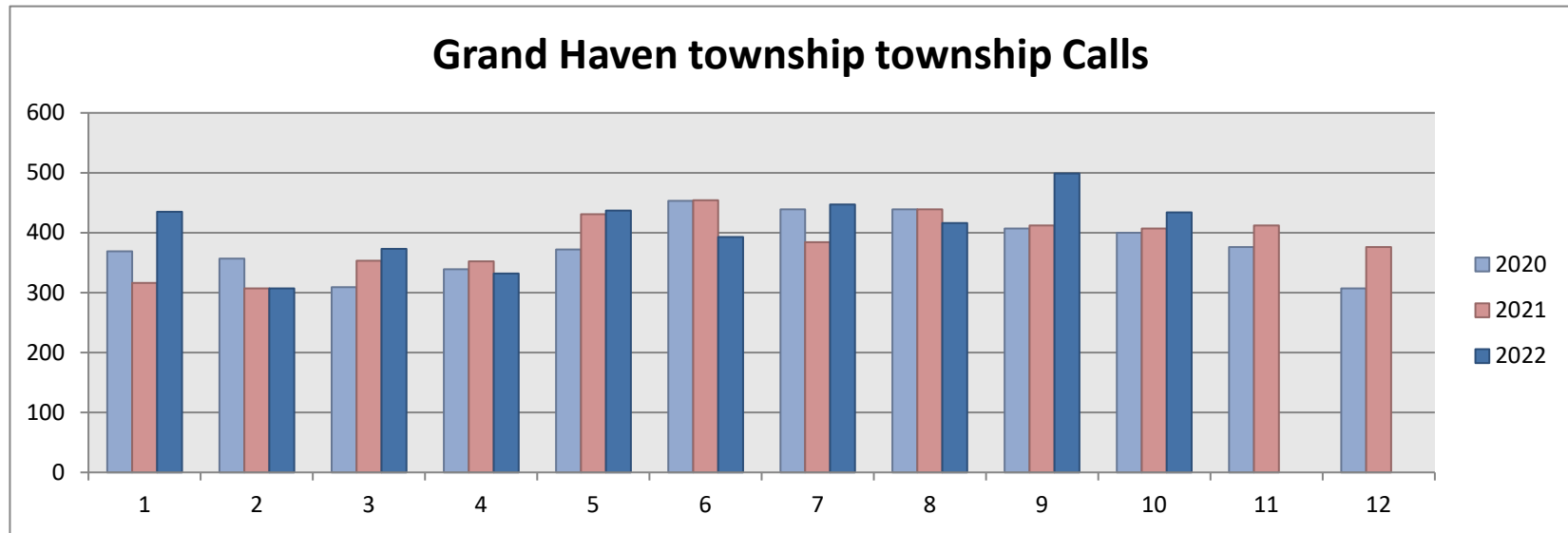
*Under Sheriff*



*Correctional Facility*  
12130 Fillmore Street  
West Olive, Michigan 49460  
(616) 786-4140 or (888) 731-1001  
Fax: (616) 738-4099

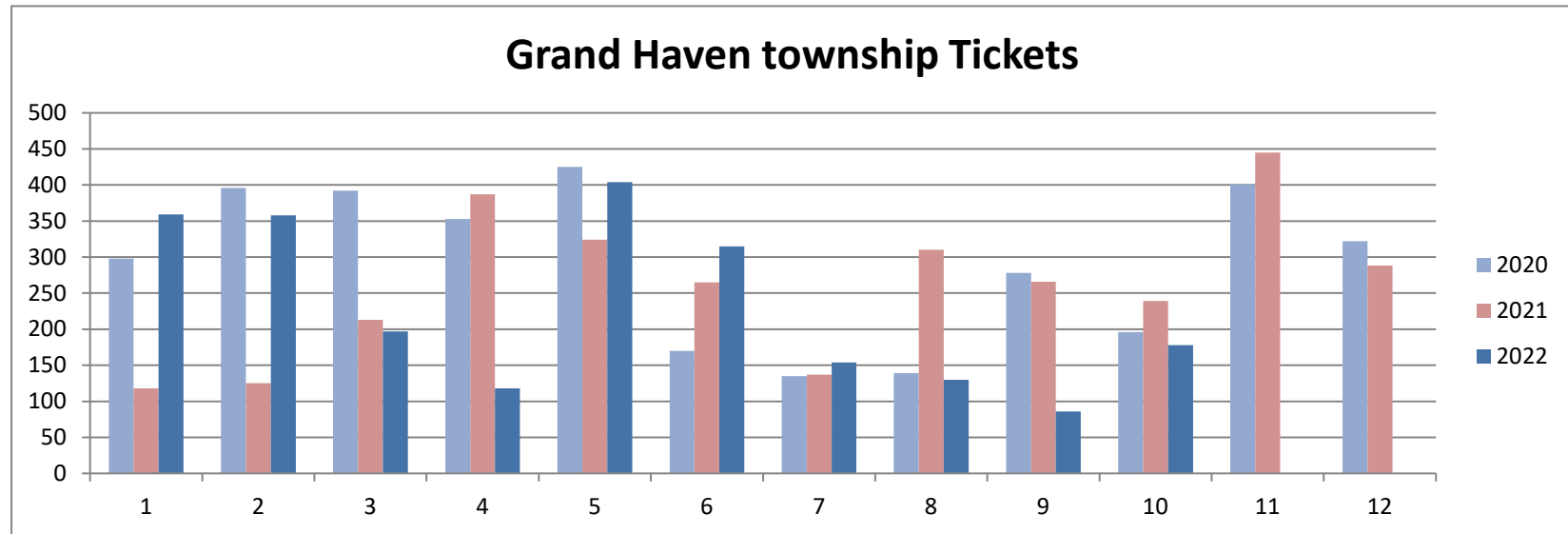
**Total Number of Calls:**

	January	February	March	April	May	June	July	August	September	October	November	December
2020	369	357	309	339	372	453	439	439	407	400	376	307
2021	316	307	353	352	431	454	384	439	412	407	412	376
2022	435	307	373	332	437	393	447	416	499	434		



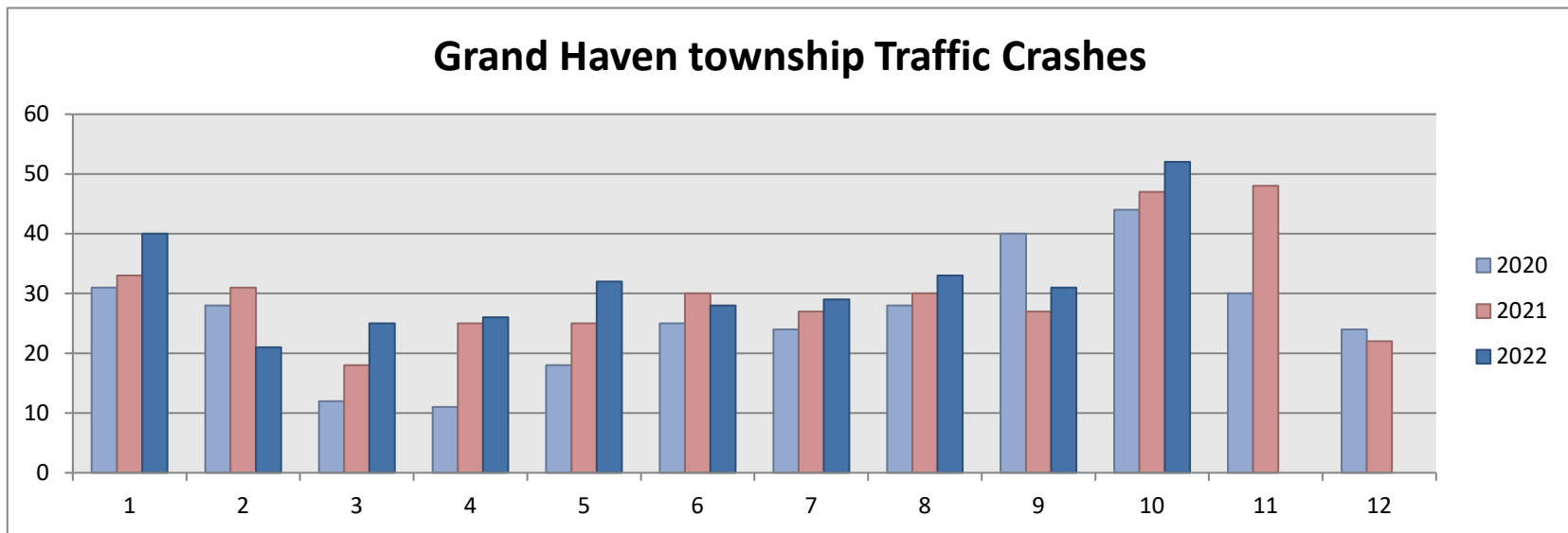
## Total Tickets by Month

	January	February	March	April	May	June	July	August	September	October	November	December
2020	298	396	392	353	425	170	135	139	278	196	401	322
2021	118	125	213	387	324	265	137	310	266	239	445	288
2022	359	358	197	118	404	315	154	130	86	178		



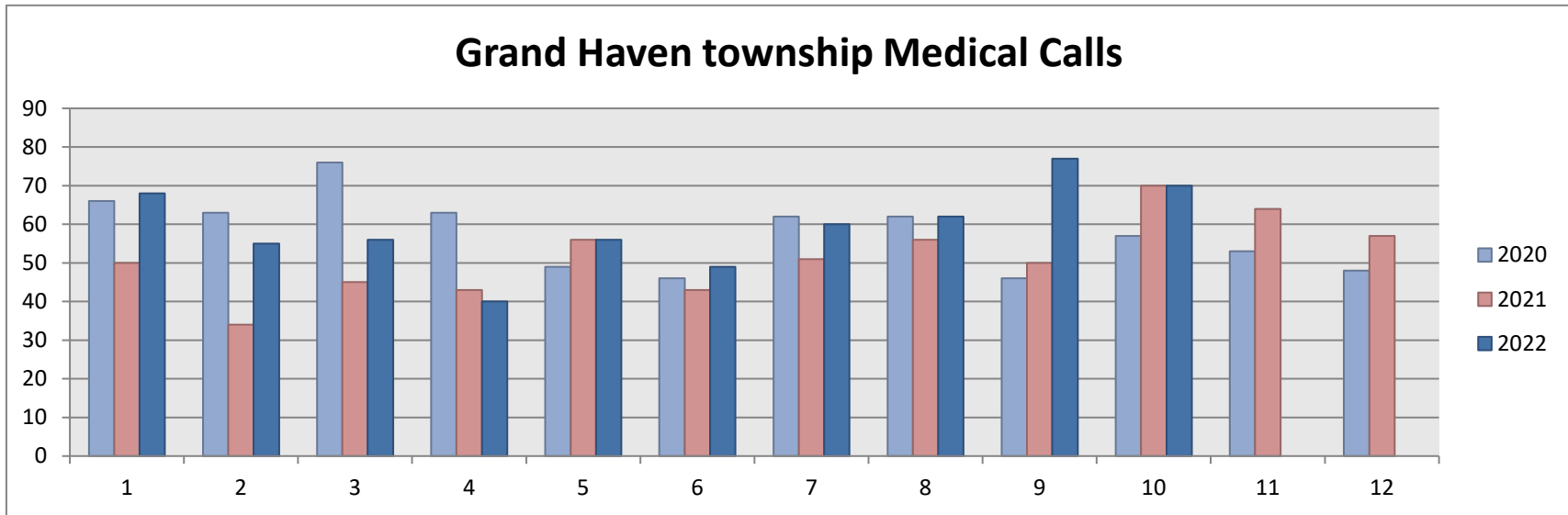
## Traffic Crashes

	January	February	March	April	May	June	July	August	September	October	November	December
2020	31	28	12	11	18	25	24	28	40	44	30	24
2021	33	31	18	25	25	30	27	30	27	47	48	22
2022	40	21	25	26	32	28	29	33	31	52		



## Medical Calls

	January	February	March	April	May	June	July	August	September	October	November	December
2020	66	63	76	63	49	46	62	62	46	57	53	48
2021	50	34	45	43	56	43	51	56	50	70	64	57
2022	68	55	56	40	56	49	60	62	77	70		



### Calls of Interest

	January	February	March	April	May	June	July	August	September	October	November	December
<b>B &amp; E's</b>	2	5	4	0	3	2	1	3	6	3		
<b>Larcenies</b>	6	4	8	8	8	6	5	7	7	4		
<b>Shoplifting</b>	4	2	10	0	0	4	4	5	6	3		
<b>FTP fuel</b>	0	1	1	0	0	0	0	0	0	0		
<b>Assist Other</b>	4	0	5	2	4	5	2	6	1	7		
<b>Assaults</b>	1	3	1	1	3	1	4	0	4	1		

<b>Domestic</b>	19	15	24	19	21	21	36	23	26	22		
<b>Animal</b>	11	14	14	12	18	29	18	13	21	16		
<b>Alarms</b>	16	10	11	10	12	7	12	10	13	9		
<b>SOR Check</b>	0	1	1	0	1	0	0	2	0	0		
<b>Traffic</b>	23	20	30	31	40	27	47	42	53	55		
<b>AGP</b>	9	8	8	10	8	16	12	17	8	18		
<b>Suspicious</b>	17	12	19	19	25	29	31	30	43	21		













