

**GENOA CHARTER TOWNSHIP BOARD**  
**Regular Meeting**  
**November 5, 2018**  
**6:30 p.m.**

**AGENDA**

Call to Order:

Pledge of Allegiance:

Call to the Public (Public comment will be limited to two minutes per person)\*:

**Approval of Consent Agenda:**

1. Payment of Bills.
2. Request to Approve Minutes: Oct. 15, 2018
3. Request for approval of an amendment to the General Fund Budget 271 for the Fiscal Year ending March 31, 2018.

**Approval of Regular Agenda:**

4. Presentation by Don Root concerning the placement of a Big Red Barrel at the Township office for disposal of dated and unused medications.
5. Presentation by Tim Church of the Howell Area Parks and Recreation Authority concerning the 2019 proposed budget for the authority with Genoa Township participation of \$101,612.50.
6. Presentation by Human Resources Manager Kim Lane on 2019 benefit changes.
7. Review of the holiday schedule and the schedule of meetings for 2019 calendar year.

Correspondence  
Member Discussion  
Adjournment

\*Citizen's Comments- In addition to providing the public with an opportunity to address the Township Board at the beginning of the meeting, opportunity to comment on individual agenda items may be offered by the Chairman as they are presented.

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

DATE: November 5, 2018

TOWNSHIP GENERAL EXPENSES: Thru November 5, 2018	\$111,989.05
October 19, 2018 Bi Weekly Payroll	\$96,194.88
November 2, 2018 Bi Weekly Payroll	\$96,300.33
OPERATING EXPENSES: Thru November 5, 2018	\$181,714.87
TOTAL:	<u>\$486,199.13</u>

Check Date	Check	Vendor Name	Amount
Bank FNBCK CHECKING ACCOUNT			
10/12/2018	34784	MICHIGAN.COM PRESS & ARGUS	1,652.50
10/16/2018	34785	ALLSTAR ALARM LLC Void Reason: POLLY SIGNED WRONG	270.00 V
10/16/2018	34786	AMERICAN AQUA	146.86
10/16/2018	34787	AT&T	241.86
10/16/2018	34788	BLUE CROSS & BLUE SHIELD OF MI	34,464.13
10/16/2018	34789	BULLSEYE TELECOM	405.68
10/16/2018	34790	BUSINESS IMAGING GROUP	2,776.00
10/16/2018	34791	EHIM, INC	3,415.07
10/16/2018	34792	ETNA SUPPLY COMPANY	12,100.00
10/16/2018	34793	FEDERAL EXPRESS	77.12
10/16/2018	34794	FIRST IMPRESSION PRINT & MARKETING	4,686.48
10/16/2018	34795	LEO'S CUSTOM SPRINKLER SERVICE INC	90.00
10/16/2018	34796	LIVINGSTON COUNTY TREASURER	369.94
10/16/2018	34797	LIVINGSTON PRESS & ARGUS	1,445.00
10/16/2018	34798	MASTER MEDIA SUPPLY	351.05
10/16/2018	34799	MICHIGAN ASSOC. OF PLANNING	10.00
10/16/2018	34800	SAFEBUILT STUDIO	4,737.13
10/16/2018	34801	US BANK EQUIPMENT FINANCE	1,765.56
10/16/2018	34802	ALLSTAR ALARM LLC	270.00
10/19/2018	34803	HART INTERCIVIC, INC.	26.50
10/19/2018	34804	MARY KRENCICKI	17.88
10/19/2018	34805	VERIZON WIRELESS	374.78
10/19/2018	34806	DELTA DENTAL	3,641.82
10/19/2018	34807	GUARDIAN	2,507.01
10/26/2018	34808	ACCIDENT FUND	29,211.00
10/30/2018	34809	242 COMMUNITY CHURCH	150.00
10/30/2018	34810	AMERICAN PLANNING ASSOCIATION	568.00
10/30/2018	34811	MICHAEL ARCHINAL	500.00
10/30/2018	34812	AT&T	52.74
10/30/2018	34813	CHASE CARD SERVICES	733.94
10/30/2018	34814	CLEARY UNIVERSITY	383.37
10/30/2018	34815	COMCAST	190.14
10/30/2018	34816	DTE ENERGY	46.28
10/30/2018	34817	ELECTION SOURCE	494.63
10/30/2018	34818	ETHAN MURPHY	50.00
10/30/2018	34819	MARY KRENCICKI	65.89
10/30/2018	34820	LINDA GALLERANI	16.54
10/30/2018	34821	MICHIGAN MUNICIPAL TREAS. ASSN	50.00
10/30/2018	34822	NEOPOST USA INC	168.00
10/30/2018	34823	PRINTING SYSTEMS	521.20
10/30/2018	34824	SEMCOG	2,728.00
10/30/2018	34825	PAULETTE SKOLARUS	79.58
10/30/2018	34826	TRI COUNTY SUPPLY, INC.	255.62
10/30/2018	34827	UNITED STATES POSTAL SERVICE	35.00
10/30/2018	34828	WALMART COMMUNITY	116.75

FNBCK TOTALS:

Total of 45 Checks:	112,259.05
Less 1 Void Checks:	270.00
Total of 44 Disbursements:	<u>111,989.05</u>

Check Register Report For Genoa Charter Township  
For Check Dates 10/19/2018 to 10/19/2018

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
10/19/2018	FNBCK	EFT272	FLEX SPENDING (TASC)	1,495.77	1,495.77	0.00	Cleared
10/19/2018	FNBCK	EFT273	INTERNAL REVENUE SERVICE	21,732.32	21,732.32	0.00	Cleared
10/19/2018	FNBCK	EFT274	PRINCIPAL FINANCIAL	4,661.00	4,661.00	0.00	Cleared
10/19/2018	FNBCK	EFT275	PRINCIPAL FINANCIAL	1,288.66	1,288.66	0.00	Cleared
<b>Totals:</b>				29,177.75	29,177.75	0.00	
					Dir. Dep.		
Total Physical Checks:					67,017.13		
Total Check Stubs:				4			

67,017.13  
**\$96,194.88**

Check Register Report For Genoa Charter Township  
 For Check Dates 11/02/2018 to 11/02/2018

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
11/02/2018	FNBACK	EFT276	FLEX SPENDING (TASC)	1,495.77	1,495.77	0.00	Open
11/02/2018	FNBACK	EFT277	INTERNAL REVENUE SERVICE	21,959.07	21,959.07	0.00	Open
11/02/2018	FNBACK	EFT278	PRINCIPAL FINANCIAL	4,661.00	4,661.00	0.00	Open
11/02/2018	FNBACK	EFT279	PRINCIPAL FINANCIAL	1,288.66	1,288.66	0.00	Open
<b>Totals:</b>				29,404.50	29,404.50	0.00	
				Number of Checks: 004	Dir. Dep.		
Total Physical Checks:					66,895.83		
Total Check Stubs:				4			
					<b>\$ 96,300.33</b>		

Check Date	Check	Vendor Name	Amount
<b>Bank 503FN DPW-UTILITIES #503</b>			
10/15/2018	4450	POSTMASTER	1,429.68
10/15/2018	4451	ADVANCE AUTO PARTS	36.44
10/15/2018	4452	AUTO-LAB OF LIVINGSTON	674.30
10/15/2018	4453	CHASE CARD SERVICES	1,379.25
10/15/2018	4454	FIRE PROTECTION PLUS	92.94
10/15/2018	4455	OHM ENGINEERING ADVISORS	4,565.00
10/15/2018	4456	PFEFFER, HANNIFORD, PALKA	500.00
10/15/2018	4457	TRACTOR SUPPLY CO.	278.02
10/15/2018	4458	TRUE VALUE HARDWARE	5.99
10/15/2018	4459	USA BLUEBOOK	379.22
10/19/2018	4460	VERIZON WIRELESS	686.96
10/29/2018	4461	HOME DEPOT CREDIT SERVICES	3,099.72
10/29/2018	4462	SPIRIT OF LIVINGSTON	3,808.02
10/29/2018	4463	STAPLES CREDIT PLAN	145.90
10/29/2018	4464	GREG TATARA	700.00
<b>503FN TOTALS:</b>			
Total of 15 Checks:			17,781.44
Less 0 Void Checks:			0.00
Total of 15 Disbursements:			17,781.44

Check Date	Check	Vendor Name	Amount
<b>Bank 592FN OAK POINTE OPERATING FUND #592</b>			
10/15/2018	4397	AMERICAN AQUA	341.41
10/15/2018	4398	BRIGHTON ANALYTICAL , L.L.C.	185.00
10/15/2018	4399	COOPER'S TURF MANAGEMENT LLC	408.00
10/15/2018	4400	DUBOIS-COOPER	30,489.90
10/15/2018	4401	FERGUSON WATERWORKS #3386	786.00
10/15/2018	4402	FIRE PROTECTION PLUS	92.94
10/15/2018	4403	GENOA TOWNSHIP D.P.W. FUND	38,878.16
10/15/2018	4404	GENOA OCEOLA SEWER AUTHORITY	292.92
10/15/2018	4405	GENOA TOWNSHIP G/O NEW USER FUND	15,900.00
10/15/2018	4406	NORTHWEST PIPE & SUPPLY	43.01
10/15/2018	4407	PFEFFER, HANNIFORD, PALKA	720.00
10/15/2018	4408	SIGN WORKS	210.00
10/15/2018	4409	STATE OF MICHIGAN	915.00
10/15/2018	4410	TETRA TECH INC	1,347.19
10/15/2018	4411	TLS CONSTRUCTION	4,144.50
10/15/2018	4412	UIS SCADA	3,924.49
10/15/2018	4413	UNITED STATES PLASTIC CORP.	162.45
10/15/2018	4414	USA BLUEBOOK	649.87
10/15/2018	4415	VIC BOND SALES	94.70
10/19/2018	4416	AT&T	142.48
10/19/2018	4417	CONSUMERS ENERGY	85.40
10/19/2018	4418	MHOG	33,175.94
10/30/2018	4419	AT&T LONG DISTANCE	40.46
10/30/2018	4420	BRIGHTON ANALYTICAL , L.L.C.	185.00
<b>592FN TOTALS:</b>			
Total of 24 Checks:			133,214.82
Less 0 Void Checks:			0.00
Total of 24 Disbursements:			133,214.82

Check Date	Check	Vendor Name	Amount
Bank 593FN LAKE EDGEWOOD OPERATING FUND #593			
10/15/2018	3476	CONSUMERS ENERGY	88.55
10/15/2018	3477	COOPER'S TURF MANAGEMENT LLC	708.00
10/15/2018	3478	CSM MECHANICAL, LLC	3,214.39
10/15/2018	3479	CSM MECHANICAL, LLC	5,920.00
10/15/2018	3480	GENOA TOWNSHIP D.P.W. FUND	10,781.00
10/15/2018	3481	HUBBELL, ROTH & CLARK, INC	4,341.02
10/15/2018	3482	MICHIGAN CAT	1,815.63
10/15/2018	3483	OAK POINT OPERATING	2,327.30
10/15/2018	3484	PFEFFER, HANNIFORD, PALKA	720.00
10/19/2018	3485	BULLSEYE TELECOM	226.75
10/19/2018	3486	MHOG	24.48
10/30/2018	3487	BRIGHTON ANALYTICAL , L.L.C.	134.00
10/30/2018	3488	CONSUMERS ENERGY	17.49

593FN TOTALS:

Total of 13 Checks:	30,318.61
Less 0 Void Checks:	0.00
Total of 13 Disbursements:	30,318.61

Check Date	Check	Vendor Name	Amount
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Bank 595FN PINE CREEK OPERATING FUND #595

10/15/2018	2206	PFEFFER, HANNIFORD, PALKA	400.00
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595FN TOTALS:

Total of 1 Checks:	400.00
Less 0 Void Checks:	0.00
Total of 1 Disbursements:	400.00

**GENOA CHARTER TOWNSHIP BOARD**  
**Regular Meeting**  
**October 15, 2018**

**MINUTES**

Supervisor Rogers called the regular meeting of the Genoa Charter Township Board to order at 6:30 p.m., with the Pledge of Allegiance. The following members were present constituting a quorum for the transaction of business: Bill Rogers, Paulette Skolarus, Robin Hunt, Jim Mortensen, Terry Croft, Diana Lowe and Jean Ledford. Also present were Township Manager, Michael Archinal and three persons in the audience.

A Call to the Public was made with no response.

**Approval of Consent Agenda:**

Moved by Lowe and supported by Mortensen to approve all items listed under the Consent Agenda as requested. The motion carried unanimously.

**1. Payment of Bills.**

**2. Request to Approve Minutes: Oct. 1, 2018**

**3. Consideration of a request from the Election Commission with regard to poll workers and others working the Nov. 6 General Election.**

**Approval of Regular Agenda:**

Moved by Hunt and supported by Ledford to approve for action all items listed under the regular agenda as requested. The motion carried unanimously.

**4. Consideration of a bid from Ethical Exteriors for a full roof replacement of Brighton Fire Station 34 in an amount not to exceed \$36,400.00.**

Moved by Hunt and supported by Mortensen approve a proposal from Ethical Exteriors for the replacement of the roof on the Brighton Fire Station, subject to a warranty on the workmanship and materials at a cost not to exceed \$36,400.00. The motion carried as follows: Ayes – Croft, Hunt, Lowe, Mortensen and Rogers. Nays – Skolarus and Ledford.

**5. Request for approval of an amendment to the General Fund Budget 101.**

Moved by Lowe and supported by Mortensen to approve the amendment to the General Fund Budget as requested by Skolarus. The motion carried unanimously.

**6. Consideration of a recommendation for approval of an amendment to the St. Joseph Mercy Health Planned Unit Development agreement in regards to the entrance sign located at 7575 W. Grand River. The request is petitioned by St. Joseph Mercy Brighton.**

David Raymond, Director of Planning, asked the board for approval of the amendment regarding the entrance sign. Moved by Skolarus and supported by Hunt to approve the amendment to the PUD agreement with regard to the PUD agreement with the following conditions: 1) The document shall be formatted to comply with Livingston County Register of Deeds requirements. 2) The agreement shall be reviewed and approved by the Township Attorney. 3) The petitioner

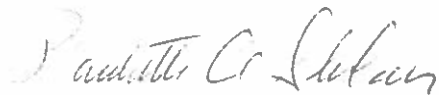


will trim and/or remove trees in the area and will plant trees in other areas as required by the original PUD, subject to review by Township Staff. The motion carried unanimously.

**7. Discussion regarding the refuse and recycling contract transition.**

Archinal addressed the board concerning the refuse and recycling contract transition. The week of Oct. 22<sup>nd</sup> is the last week for GFL. Advanced will begin service on the 29<sup>th</sup>. 7,000 refuse carts and 7,000 recycling carts will be delivered to all residential customers. Genoa Woods and North Shore Commons West will receive 64 gallon carts for both refuse collection and recycling. 800 residential homes will have their pickup date changed. They are being notified of the change by postcard. Residents who would like to receive an additional recycle cart may contact with Advanced for \$5.00 a month. Archinal met with four homeowner's associations concerning the difficulty with curbside pickup and came to agreement with those homeowners. Letters of objection to the scheduled every other week recycling were received by the board with Archinal responding accordingly. Township staff was complimented for their courtesy and hard work during the transition.

The regular meeting of the Genoa Charter Township Board was adjourned at 7:15 p.m.



Paulette A. Skolarus, Clerk  
Genoa Charter Township Board

BUILDINGS AND GROUNDS FUND 271  
 1ST AMENDMENT 11/05/2018

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 ACTIVITY	2018-19 APPROVED BUDGET	2018-19 ACTIVITY 10/19/2018	2018-19 AMENDED BUDGET
<b>ESTIMATED REVENUES</b>								
271-000-664-000	INTEREST	84	77	132	308	300	257	300
271-000-699-000	OPERATING TRANSFER IN #101		75,000	20,000	50,000	50,000		50,000
<b>TOTAL ESTIMATED REVENUES</b>		<b>84</b>	<b>75,077</b>	<b>20,132</b>	<b>50,308</b>	<b>50,300</b>	<b>257</b>	<b>50,300</b>
<b>APPROPRIATIONS</b>								
271-906-956-000	MISC EXPENSE			465		500		500
271-906-957-000	CEMETERY PURCHASE			40,440				
271-906-958-000	CEMETERY MAINTENANCE				5,500	6,000		6,000
271-906-959-000	DORR-FIRE STATION ROOF							36,400
271-929-977-000	CAPITAL OUTLAY/PAVEMENT/PARKING	10,882	174,286			10,000		10,000
<b>TOTAL APPROPRIATIONS</b>		<b>10,882</b>	<b>174,286</b>	<b>40,905</b>	<b>5,500</b>	<b>16,500</b>		<b>52,900</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 271</b>		<b>(10,798)</b>	<b>(99,209)</b>	<b>(20,773)</b>	<b>44,808</b>	<b>33,800</b>	<b>257</b>	<b>(2,600)</b>
<b>BEGINNING FUND BALANCE</b>		<b>282,543</b>	<b>271,745</b>	<b>172,537</b>	<b>151,763</b>	<b>196,571</b>	<b>196,571</b>	<b>196,571</b>
<b>ENDING FUND BALANCE</b>		<b>271,745</b>	<b>172,536</b>	<b>151,764</b>	<b>196,571</b>	<b>230,371</b>	<b>196,828</b>	<b>193,971</b>

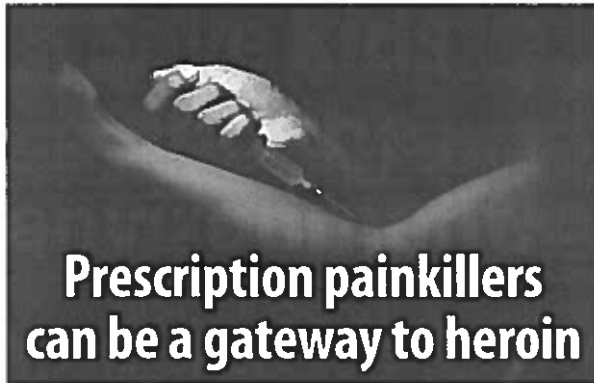


# THE BIG RED Barrel Project

A program of the Livingston County  
Community Alliance

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**Educate. Collect. Dispose.**



## Prescription painkillers can be a gateway to heroin

In the span of a single year, from 2009 to 2010, there were **28 heroin overdose deaths** in Livingston County.

### How it starts:

- A child hears about kids taking Hydrocodone (Vicodin®) and Oxycodone (Oxycontin®).
- That child finds some of these medications in the home medicine cabinet and decides to try them out.
- The child discovers he likes the way the drug makes him feel.
- The child learns — because most kids know — that he can obtain heroin easily and for less money than prescription drugs.
- The child becomes addicted to heroin.

### How it ends:

- **Best case scenario:** The child's future is uncertain; he struggles to overcome addiction for the rest of his life.
- **Worst case scenario:** The child dies from a heroin overdose.

# Save kids and the environment.

Dispose all unused medications safely and securely in a **BIG RED Barrel, NO COST, NO QUESTIONS ASKED.**



**Educate. Collect. Dispose.**

2020 E. Grand River Ave., Howell, MI 48843  
[Livingston.Community.Alliance@gmail.com](mailto:Livingston.Community.Alliance@gmail.com)  
(517) 545-5944



# The gateway to heroin is a lot closer than you think

## Survey says ...

Livingston County youth use alcohol and drugs at rates higher than the national average.

*Michigan Department of Education (2014). Michigan Profile for Healthy Youth Summary Table: Livingston County High School: Alcohol and Other Drugs.*



Six of the top 10 drugs abused by high school seniors are prescription and over-the-counter medications.

*The University of Michigan, Monitoring the Future study, 2015*

Nearly 13 percent of youths in Livingston County have abused prescription drugs and painkillers in the past 30 days.

*Michigan Department of Education (2014). Michigan Profile for Healthy Youth Summary Table: Livingston County High School: Alcohol and Other Drugs.*

After marijuana, prescription and over-the-counter drugs account for most of the top illicit drugs abused by high school seniors in the past year.

*The University of Michigan, Monitoring the Future study, 2015*

## The Big Red Barrel story

Heroin addiction typically starts with the abuse of prescription medication, specifically heavy painkillers.

After numerous drug overdose deaths in the community, members of the Livingston County Community Alliance wanted a place where people could safely dispose of their unwanted medication. The thinking was that with permanent prescription drug collection units available for community use, prescription drug abuse and heroin use would decrease.

The Drug Enforcement Agency mandates that drug take-back programs be secure at all times.

With help from businesses, local law enforcement agencies, students, and other community members, the LCCA designed collection units that look like big, red barrels. In April 2011, the first ones were placed in the Michigan State Police Department in Brighton, Mich., and at the Livingston County Sheriff's Department. Since then, the Big Red Barrel effort has resulted in the secure and environmentally safe disposal of **2 tons of drugs**.



### Dropoffs accepted 24/7:

1. Livingston County Jail, 150 S. Highlander Way, Howell
2. Brighton Police Dept., 440 S. Third St., Brighton
3. Hamburg Twp. Police Dept., 10409 Merrill Road
4. St. Joseph Mercy Livingston Hospital, 620 Byron Rd., Howell

### Dropoff during regular business hours:

5. Fowlerville Police Dept., 213 S. Grand Ave.
6. Green Oak Township Police Dept., 1001 Silver Lake Road, Brighton
7. Howell Police Dept., 611 E. Grand River Ave.

All pills accepted, loose or in plastic bags.

Liquids accepted only if stuffed in a zip-lock plastic bag with enough paper towels to absorb all the liquid. Separate bags for each medication.

No inhalers or syringes.

8. Michigan State Police Post, 4337 Buno Road, Brighton
9. Pinckney Police Dept., 220 S. Howell St.
10. Unadilla Twp. Police Dept., 126 Webb St., Gregory

OR

### Any State Police Post in Michigan



**Polly**

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**From:** Tim Church <TChurch@howellrecreation.org>  
**Sent:** Tuesday, October 23, 2018 10:47 AM  
**To:** Polly  
**Subject:** HAPRA Budget  
**Attachments:** 2019 HAPRA Proposed Budget.pdf; Budget Cover Letter.pdf

Hi Polly,

It's that time of year again for the Howell Parks and Rec to bring on proposed budget around to our supporting municipalities for approval . I have attached the Howell Parks and Rec proposed 2019 budget and I would like to see if it can be added to the boards agenda on November 5th. Please let me know if this is possible. I will be at the meeting to answer any question the board may have and if you have any questions before then please let me know,

Thank you for your time and I hope you have a great week,

Tim



925 W. Grand River Ave.  
Howell, Michigan 48843  
517.546.0693  
517.546.6018 fax  
[www.howellrecreation.org](http://www.howellrecreation.org)

## HOWELL AREA PARKS & RECREATION AUTHORITY PROPOSED 2019 BUDGET

It is our pleasure to submit for your consideration the 2019 Proposed Budget for the Howell Area Parks & Recreation Authority. We believe the budget we have prepared is based on realistic expectations of our programming and operational goals and requirements. We feel that we have outlined a budget with reductions, changes and additions that will keep our core programs intact, and will support an administrative and organizational structure that will lead to our continued success and stability.

If you have any questions, please do not hesitate to contact me at 517/546-0693 ext. 7702 or by e-mail at [tchurch@howellrecreation.org](mailto:tchurch@howellrecreation.org)

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Tim Church".

Tim Church  
Executive Director  
Howell Area Parks & Recreation Authority

2019 HAPRA  
COMBINED BUDGET

	2019 PROPOSED BUDGET	2018 AMENDED BUDGET	2017 ACTUAL BUDGET
REVENUES			
FUND 208 - ADMINISTRATION	\$545,600.00	\$539,005.00	\$508,287.74
FUND 212 - ADULT SPORTS	\$28,910.00	\$39,250.00	\$41,800.00
FUND 213 - AQUATIC CENTER	\$122,610.00	\$131,010.00	\$145,217.04
FUND 214 - YOUTH SPORTS	\$107,410.00	\$105,225.00	\$106,324.38
FUND 215 - ENRICHMENT	\$79,000.00	\$79,500.00	\$62,747.01
FUND 216 - FESTIVALS & EVENTS	\$214,000.00	\$198,804.06	\$195,197.32
FUND 217 - PRESCHOOL	\$57,080.00	\$51,160.00	\$54,081.45
FUND 218 - SENIOR CENTER	\$28,975.00	\$25,400.00	\$37,136.94
FUND 219 - SUMMER CAMP	\$26,500.00	\$17,695.00	\$21,732.00
FUND 220 - BEACH - BOAT LAUNCH	\$53,500.00	\$54,031.00	\$53,115.20
FUND 221 - TEEN CENTER	\$124,000.00	\$90,811.25	\$127,601.15
FUND 223 - DOG PARK	\$13,025.00	\$13,515.00	\$13,378.00
FUND 224 - TRANSPORTATION	\$20,000.00	\$16,000.00	\$0.00
<b>TOTAL Revenues</b>	<b>\$1,420,610.00</b>	<b>\$1,361,406.31</b>	<b>\$1,366,618.23</b>
Expenditures			
FUND 208 - ADMINISTRATION	\$545,600.00	\$539,005.00	\$530,689.78
FUND 212 - ADULT SPORTS	\$28,910.00	\$39,250.00	\$46,257.03
FUND 213 - AQUATIC CENTER	\$122,610.00	\$131,010.00	\$134,543.97
FUND 214 - YOUTH SPORTS	\$107,410.00	\$105,225.00	\$93,781.29
FUND 215 - ENRICHMENT	\$79,000.00	\$79,500.00	\$76,941.23
FUND 216 - FESTIVALS & EVENTS	\$214,000.00	\$198,804.06	\$192,125.10
FUND 217 - PRESCHOOL	\$57,080.00	\$51,160.00	\$53,101.06
FUND 218 - SENIOR CENTER	\$28,975.00	\$25,400.00	\$20,893.26
FUND 219 - SUMMER CAMP	\$26,500.00	\$17,695.00	\$21,606.04
FUND 220 - BEACH - BOAT LAUNCH	\$53,500.00	\$54,031.00	\$47,827.88
FUND 221 - TEEN CENTER	\$124,000.00	\$90,811.25	\$134,865.36
FUND 223 - DOG PARK	\$13,025.00	\$13,515.00	\$9,617.21
FUND 224 - TRANSPORTATION	\$20,000.00	\$16,000.00	\$0.00
<b>TOTAL Expenditures</b>	<b>\$1,420,610.00</b>	<b>\$1,361,406.31</b>	<b>\$1,362,249.21</b>
<b>TOTAL REVENUES</b>	<b>\$1,420,610.00</b>	<b>\$1,361,406.31</b>	<b>\$1,366,618.23</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,420,610.00</b>	<b>\$1,361,406.31</b>	<b>\$1,362,249.21</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,369.02</b>



ADMINISTRATION		ENDING DATE 12-31-2019		
FUND 208		2019	2018	2017
GL NUMBER	DESCRIPTION	PROPOSED	AMENDED	ACTUAL
<b>REVENUES</b>				
208-751-587.001	PK/RC MARION TWP PARTICIPATION	103,225.00	100,000.00	101,612.50
208-751-587.002	PK/RC GENOA TWP PARTICIPATION	103,225.00	100,000.00	101,612.50
208-751-587.003	PK/RC OCEOLA TWP PARTICIPATION	103,225.00	100,000.00	101,612.50
208-751-587.005	PK/RC HOWELL CITY PARTICIPATION	103,225.00	100,000.00	101,612.50
208-751-587.006	PK/RC HOWELL TOWNSHIP PARTICIPATION	103,225.00	100,000.00	76,000.00
208-751-649.003	PK & REC GUIDE ADVERTISEMENT	200.00	0.00	0.00
208-751-651.020	BENNETT BUILDING RENTAL FEES	10,000.00	14,500.00	13,870.00
208-751-651.022	OCEOLA BUILDING RENTAL FEES	12,000.00	15,000.00	5,865.00
208-751-651.040	YOUTH SERVICES RENTAL	1,000.00	505.00	0.00
208-751-665.000	INVESTMENT INTEREST	100.00	200.00	132.75
208-751-667.003	RENTAL INCOME - EQUIPMENT	0.00	0.00	795.00
208-751-671.002	MISC REVENUES	175.00	1,800.00	169.99
	DONATION		1,000.00	
208-751-675.026	GIFT CERTIFICATE	0.00	0.00	5.00
208-751-675.075	DOG PARK MAINTENANCE SERVICES FEES	6,000.00	6,000.00	5,000.00
<b>TOTAL REVENUES</b>		<b>545,600.00</b>	<b>539,005.00</b>	<b>508,287.74</b>
<b>EXPENSES</b>				
208-751-702.001	SALARY & WAGES - DIRECTOR	61,500.00	60,000.00	65,023.22
208-751-702.003	SALARY & WAGES - BUSINESS MANAGER	34,000.00	32,000.00	33,403.41
208-751-702.004	SALARY & WAGES - OPERATIONS MANAGER	24,000.00	25,000.00	20,814.40
208-751-702.024	SALARY & WAGES -MARKETING	36,500.00	34,000.00	33,739.00
208-751-702.030	SALARY & WAGES - FRONT OFFICE	35,000.00	34,000.00	28,431.55
208-751-702.034	SALARY & WAGE - FACILITIES MAINTENANCE	37,500.00	35,000.00	38,606.59
208-751-713.000	EMPLOYER SHARE FICA	17,700.00	16,900.00	19,134.83
208-751-714.000	EMPLOYEE MEDICAL INSURANCE	15,000.00	9,000.00	18,609.85

208-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	1,800.00	1,500.00	1,883.24
208-751-714.004	ICMA RETIREMENT	18,200.00	14,000.00	17,020.00
208-751-727.000	OFFICE SUPPLIES	1,500.00	1,500.00	1,685.02
208-751-730.000	POSTAGE	15,000.00	15,000.00	13,912.58
208-751-740.000	OPERATING SUPPLIES - GENERAL	1,000.00	1,000.00	783.21
208-751-740.025	OPERATING SUPPLIES - HUMAN RESOURCES	0.00	0.00	0.00
208-751-740.026	OPERATING SUPPLIES - STAFF SHIRTS/BADGES	2,000.00	2,000.00	512.00
208-751-751.000	GASOLINE & DIESEL FUEL	1,000.00	250.00	802.18
208-751-801.000	PROFESSIONAL SERVICES	35,000.00	39,000.00	31,959.60
208-751-804.000	CONTRACTUAL SERVICES	3,000.00	11,000.00	1,517.98
208-751-840.000	DUES, SUBSCRIPTIONS & MEMBERSHIPS	3,500.00	3,500.00	3,166.12
208-751-850.000	COMMUNICATION - TELEPHONES	9,000.00	9,000.00	8,367.80
208-751-850.008	COMMUNICATION - INTERNET & CABLE	3,500.00	3,500.00	3,487.87
280-751-850.008	COMMUNICATIONS - INTERNET & CABLE - YOUTH SERVICES CENTER	2,100.00	2,100.00	2,114.73
208-751-860.000	TRAVEL	1,500.00	1,500.00	2,957.33
208-751-900.000	MARKETING, PRINTING & PUBLISHING	25,000.00	25,000.00	24,459.67
208-751-910.000	INSURANCE	30,000.00	30,000.00	29,697.79
208-751-920.000	UTILITIES - ELECTRICITY - BENNETT CENTER	9,000.00	9,000.00	7,705.58
208-751-920.001	UTILITIES - GAS - BENNETT CENTER	3,000.00	4,200.00	3,312.26
208-751-920.002	UTILITIES - WATER/SEWER - BENNETT CENTER	1,500.00	1,500.00	1,523.64
208-751-920.003	UTILITIES - RUBBISH - BENNETT CENTER	1,000.00	1,100.00	984.00
208-751-920.008	UTILITIES - RUBBISH - BARNARD ST.	0.00	0.00	0.00
208-751-920.012	UTILITIES - ELECTRICITY - OCEOLA CENTER	3,000.00	4,500.00	3,981.14
208-751-920.013	UTILITIES - GAS - OCEOLA CENTER	2,000.00	2,000.00	1,871.18
208-751-920.014	UTILITIES - WATER/SEWER - OCEOLA CENTER	500.00	500.00	446.64
208-751-920.015	UTILITIES - RUBBISH - OCEOLA CENTER	750.00	1,000.00	780.00
208-751-920.030	UTILITIES - ELECTRICITY - YOUTH SERVICES CENTER	3,500.00	4,200.00	3,521.92
208-751-920.031	UTILITIES - GAS - YOUTH SERVICES CENTER	2,000.00	2,200.00	1,766.50
208-751-920.032	UTILITIES - WATER/SEWER - YOUTH SERVICES CENTER	750.00	1,000.00	914.11
208-751-920.033	UTILITIES - RUBBISH - YOUTH SERVICES CENTER	0.00	0.00	0.00
208-751-930.000	GROUNDS MAINTENANCE - BENNETT CENTER	2,000.00	2,000.00	1,584.48
208-751-930.006	REPAIR & MAINTENANCE - VEHICLES	3,500.00	500.00	2,803.80
208-751-930.014	OCEOLA BUILDING EXPENSE	10,000.00	11,000.00	8,690.50
208-751-930.014	GROUNDS MAINTENANCE - YOUTH SERVICES CENTER	1,500.00		0.00

208-751-931.000	BUILDING REPAIRS & MTCE. AND SUPPLIES - BENNETT	8,500.00	8,000.00	6,619.12
208-751-931.014	BUILDING REPAIRS & MTCE. AND SUPPLIES - OCEOLA	5,000.00	3,000.00	3,919.14
208-751-931.040	BUILDING REPAIRS & MTCE AND SUPPLIES - YOUTH	2,500.00	2,000.00	5,194.29
208-751-940.000	EQUIPMENT RENTAL	8,500.00	8,500.00	7,038.71
208-751-940.040	RENT - 214 N. WALNUT	21,600.00	21,600.00	18,000.00
208-751-956.000	MISCELLANEOUS	3,500.00	1,000.00	635.74
208-751-956.003	BANK CHARGES & FEES	6,000.00	5,000.00	4,066.00
208-751-957.000	EDUCATION / TRAINING	2,500.00	3,000.00	0.00
208-751-970.000	CAPITAL OUTLAY/EQUIPMENT	14,800.00	24,555.00	4,449.23
208-751-970.030	LEASEHOLD IMPROVEMENT - YOUTH SERVICES CENTER	5,000.00	500.00	0.00
208-751-980.000	OFFICE EQUIPMENT	400.00	700.00	1,652.79
208-751-980.004	EQUIPMENT - COMPUTER HARDWARE	1,500.00	1,700.00	15,864.95
208-751-980.005	EQUIPMENT - COMPUTER SOFTWARE	7,500.00	9,000.00	21,274.09
208-751-981.002	VEHICLES	0.00	0.00	0.00
	<b>TOTAL EXPENDITURES</b>	<b>545,600.00</b>	<b>539,005.00</b>	<b>530,689.78</b>
	<b>TOTAL REVENUES</b>	<b>545,600.00</b>	<b>539,005.00</b>	<b>508,287.74</b>
	<b>TOTAL EXPENDITURES</b>	<b>545,600.00</b>	<b>539,005.00</b>	<b>530,689.78</b>
	<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>0.00</b>	<b>0.00</b>	<b>(22,402.04)</b>

## ADULT SPORTS

ENDING DATE 12-31-2019

FUND 212

2019

2018

2017

GL NUMBER	DESCRIPTION	PROPOSED	AMENDED	ACTUAL
<b>REVENUES</b>				
212-751-650.090	PROGRAM FEES - VOLLEYBALL	4,500.00	5,000.00	3,885.00
212-751-650.092	PROGRAM FEES - GOLF	2,000.00	1,500.00	1,420.00
212-751-650.094	PROGRAM FEES - SOFTBALL	3,500.00	3,750.00	2,800.00
212-751-650.095	PROGRAM FEES - BASKETBALL	8,000.00	8,000.00	8,550.00
212-751-650.096	DROP IN BASKETBALL	3,300.00	5,000.00	5,145.00
212-751-650.103	DROP IN VOLLEYBALL	500.00	1,000.00	
212-751-650.105	PROGRAM FEES - ADULT SPORTS	3,000.00	2,000.00	
212-751-651.019	PAGE FIELD RENTAL	4,110.00	13,000.00	20,000.00
<b>TOTAL REVENUES</b>		<b>28,910.00</b>	<b>39,250.00</b>	<b>41,800.00</b>
<b>EXPENDITURES</b>				
212-751-702.082	SALARY & WAGES - SPORTS MANAGER	1,600.00	9,000.00	11,283.75
212-751-702.083	SALARY & WAGES - FACILITIES	0.00	0.00	679.39
212-751-702.084	SALARY & WAGES - PATRON SERVICES COORDINATOR	5,000.00	5,000.00	4,630.50
208-751-713.000	EMPLOYER SHARE FICA	400.00	1,000.00	0.00
208-751-714.000	EMPLOYEE MEDICAL INSURANCE	0.00	250.00	250.00
208-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	0.00	275.00	251.83
212-751-714.004	ICMA RETIREMENT	0.00	500.00	0.00
212-751-730.000	POSTAGE	0.00	0.00	0.00
212-751-740.000	OPERATING SUPPLIES - GENERAL	750.00	750.00	713.05
212-751-740.080	OPERATING SUPPLIES - VOLLEYBALL	100.00	100.00	0.00
212-751-740.084	OPERATING SUPPLIES - SOFTBALL	300.00	308.40	0.00
212-751-740.085	OPERATING SUPPLIES - BASKETBALL	100.00	100.00	0.00
212-751-804.009	CONTRACT SERVICES - OFFICIALS & COACHES	300.00	300.00	342.00
212-751-804.010	CONTRACT SERVICES - FIELD MAINTENANCE	6,500.00	7,000.00	10,132.14
212-751-804.090	ADULT/FAMILY GOLF LESSONS	1,200.00	0.00	0.00
212-751-840.000	DUES & MEMBERSHIPS	0.00	0.00	0.00
212-751-920.016	UTILITIES - RUBBISH PAGE FIELD	0.00	0.00	487.50
212-751-920.020	UTILITIES WATER/SEWER PAGE FIELD	5,000.00	6,500.00	7,467.37
212-751-942.001	PORTA JOHN RENTALS	250.00	0.00	0.00
212-751-956.000	MISCELLANEOUS	50.00	0.00	0.00
212-751-957.000	EDUCATION / TRAINING	0.00	0.00	22.50
212-751-964.001	PROGRAM REFUNDS	200.00		450.00
212-751-965.000	FACILITY RENTALS HOWELL SCHOOLS	6,500.00	7,500.00	6,550.00
212-751-970.000	CAPITAL OUTLAY EQUIPMENT	660.00	366.60	2,997.00
<b>TOTAL EXPENDITURES</b>		<b>28,910.00</b>	<b>39,250.00</b>	<b>46,257.03</b>
<b>TOTAL REVENUES</b>		<b>28,910.00</b>	<b>39,250.00</b>	<b>41,800.00</b>
<b>TOTAL EXPENDITURES</b>		<b>28,910.00</b>	<b>39,250.00</b>	<b>46,257.03</b>
<b>REVENUES &amp; EXPENDITURES</b>		<b>0.00</b>	<b>0.00</b>	<b>(4,457.03)</b>

AQUATIC CENTER

ENDING DATE 12-31-2019

FUND 213

2019

2018

2017

GL NUMBER	DESCRIPTION	PROPOSED	AMENDED	ACTUAL
<b>REVENUES</b>				
213-751-650.003	PROGRAM FEES - SPECIAL EVENTS	4,860.00	6,000.00	6,182.00
213-751-650.097	PROGRAM FEES - HEALTHWAYS	3,500.00	10,000.00	17,794.00
213-751-650.098	PROGRAM FEES - FITNESS	3,000.00	3,500.00	8,713.00
213-751-650.098	PROGRAM FEES - OPTUM	1,250.00	4,500.00	5,527.65
213-751-675.003	DONATIONS - GENERAL	0.00	10.00	0.00
213-751-678.010	SPONSORSHIP FEES	2,000.00	0.00	0.00
213-751-680.002	AQUATIC CENTER MANAGEMENT FEE	108,000.00	107,000.00	111,000.00
213-751-680.004	AQUATIC CENTER INCENTIVE	0.00	0.00	(3,999.61)
<b>TOTAL REVENUES</b>		<b>122,610.00</b>	<b>131,010.00</b>	<b>145,217.04</b>
<b>EXPENDITURES</b>				
213-751-702.029	SALARY & WAGES - AQUATIC CENTER MANAGER	24,000.00	22,000.00	40,689.51
213-751-702.059	SALARY & WAGES - AQUATIC SUPERVISOR	30,000.00	29,000.00	26,479.04
213-751-702.060	SALARY & WAGES - AQUATIC COORDINATORS	25,000.00	25,000.00	26,400.29
208-751-713.000	EMPLOYER SHARE FICA	4,200.00	6,000.00	6,962.77
208-751-714.000	EMPLOYEE MEDICAL INSURANCE	8,500.00	10,000.00	17,359.66
208-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	1,000.00	700.00	997.92
213-751-714.004	ICMA RETIREMENT	3,000.00	4,150.00	5,335.33
213-751-740.000	OPERATING SUPPLIES - GENERAL	500.00	500.00	22.57
213-751-740.003	OPERATING SUPPLIES - T-SHIRTS	2,000.00	600.00	0.00
213-751-740.035	OPERATING SUPPLIES - SPECIAL EVENTS	3,000.00	700.00	622.24
213-751-740.061	OPERATING SUPPLIES - FITNESS	3,000.00	700.00	14.99
213-751-740.061	OPERATING SUPPLIES - OPTUM	0.00	0.00	39.75
213-751-804.008	CONTRACT SERVICES - INSTRUCTORS	8,500.00	10,000.00	7,336.00
213-751-840.000	DUES & MEMBERSHIPS	510.00	0.00	0.00
213-751-860.000	CONFERENCE /TRANSPORTATION	1,000.00	1,200.00	704.66
213-751-900.000	PRINTING & PUBLISHING	0.00	0.00	25.00
213-751-957.000	EDUCATION / TRAINING	1,500.00	500.00	325.00
213-751-964.001	PROGRAM REFUNDS	200.00	200.00	0.00
213-751-980.000	OFFICE EQUIPMENT	1,200.00	925.00	0.00
	CAPITAL OUTLAY	3,500.00	16,335.00	
213-751-980.004	EQUIP / COMPUTER HARDWARE	2,000.00	2,500.00	1,229.24
213-751-980.005	EQUIP / COMPUTER SOFTWARE	0.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>122,610.00</b>	<b>131,010.00</b>	<b>134,543.97</b>
<b>TOTAL REVENUES</b>		<b>122,610.00</b>	<b>131,010.00</b>	<b>145,217.04</b>
<b>TOTAL EXPENDITURES</b>		<b>122,610.00</b>	<b>131,010.00</b>	<b>134,543.97</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>0.00</b>	<b>0.00</b>	<b>10,673.07</b>

YOUTH SPORTS

ENDING DATE 12-31-2019

FUND 214

2019

2018

2017

GL NUMBER	DESCRIPTION	PROPOSED	AMENDED	ACTUAL
<b>REVENUES</b>				
214-751-650.006	GENDA SOCCER - FIELD RENTALS	12,000.00	12,000.00	12,015.50
214-751-650.050	PROGRAM FEES - VOLLEYBALL	3,500.00	3,325.00	4,637.00
214-751-650.051	PROGRAM FEES - ENRICHMENT	9,700.00	6,000.00	12,945.60
214-751-650.053	PROGRAM FEES - SOCCER	59,500.00	60,900.00	55,106.34
214-751-650.054	PROGRAM FEES - BASKETBALL	15,210.00	15,000.00	19,392.95
214-751-650.057	PROGRAM FEES - ARCHERY	3,000.00	2,500.00	0.00
214-751-650.055	PROGRAM FEES - SPECIAL EVENTS	0.00	0.00	0.00
214-751-651.009	PAGE FIELD RENTAL	4,000.00	5,000.00	1,925.00
214-751-678.095	SPONSORSHIP FEES - YOUTH SPORTS	500.00	500.00	300.00
	<b>TOTAL REVENUES</b>	<b>107,410.00</b>	<b>105,225.00</b>	<b>106,324.39</b>
<b>EXPENDITURES</b>				
214-751-702.080	SALARY & WAGES - YOUTH SPORTS MANAGER	20,000.00	27,000.00	22,475.00
214-751-702.081	SALARY & WAGES - YOUTH SPORTS COORDINATORS	9,500.00	8,000.00	8,411.18
214-751-702.083	SALARY & WAGES - YOUTH FACILITIES COORDINATORS	2,500.00	2,500.00	738.15
208-751-713.000	EMPLOYER SHARE FICA	4,150.00	2,900.00	2,729.45
208-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00	750.00	750.00
208-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	600.00	300.00	251.87
214-751-714.004	ICMA RETIREMENT	4,160.00	2,700.00	3,432.00
214-751-730.000	POSTAGE	50.00	0.00	0.00
214-751-740.000	OPERATING SUPPLIES - GENERAL	2,300.00	1,500.00	4,717.04
214-751-740.080	OPERATING SUPPLIES - VOLLEYBALL	1,000.00	478.00	697.19
214-751-740.081	OPERATING SUPPLIES - SOCCER	17,000.00	16,000.00	12,259.00
214-751-740.086	OPERATING SUPPLIES - BASKETBALL	2,800.00	2,800.00	0.00
214-751-740.087	OPERATING SUPPLIES - ARCHERY	1,000.00	750.00	0.00
214-751-740.082	OPERATING SUPPLIES - SPECIAL EVENTS	0.00	0.00	0.00
214-751-801.017	BACKGROUND CHECKS	1,000.00	1,000.00	735.00
214-751-804.008	CONTRACT SERVICES - INSTRUCTORS	3,000.00	4,000.00	3,278.00
214-751-804.009	CONTRACT SERVICES - OFFICIALS /COACHES	4,500.00	3,500.00	4,819.71
214-751-804.010	CONTRACT SERVICES - FIELD MAINTENANCE	18,000.00	18,847.00	18,451.48
214-751-840.000	DUES & MEMBERSHIPS	150.00	0.00	0.00
214-751-860.000	CONFERENCE /TRANSPORTATION	800.00	800.00	470.88
214-751-900.000	PRINTING & PUBLISHING	100.00	0.00	40.00
214-751-940.000	EQUIPMENT RENTAL	300.00	0.00	0.00
214-751-942.001	PORTA JOHN RENTALS	1,500.00	1,500.00	1,535.00
214-751-957.000	EDUCATION / TRAINING	100.00	0.00	22.50
214-751-964.001	PROGRAM REFUNDS	500.00	0.00	70.00
214-751-965.000	HOWELL SCHOOLS REIMBURSEMENT	8,500.00	8,500.00	6,907.50
214-751-980.000	OFFICE EQUIPMENT	100.00	1,400.00	989.40
	Deficit Elimination (2.7%)	2,800.00		
	<b>TOTAL EXPENDITURES</b>	<b>107,410.00</b>	<b>105,225.00</b>	<b>93,781.29</b>
	<b>TOTAL REVENUES</b>	<b>107,410.00</b>	<b>105,225.00</b>	<b>106,324.39</b>
	<b>TOTAL EXPENDITURES</b>	<b>107,410.00</b>	<b>105,225.00</b>	<b>93,781.29</b>
	<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>0.00</b>	<b>0.00</b>	<b>12,543.10</b>

ENRICHMENT

ENDING DATE 12-31-2019

FUND 215

2019

2018

2017

GL NUMBER	DESCRIPTION	PROPOSED	AMENDED	ACTUAL
<b>REVENUES</b>				
215-751-650.002	PROGRAM FEES ENRICHMENT	61,000.00	64,000.00	59,123.01
215-751-650.020	PROGRAM FEES TRAVEL	10,500.00	8,500.00	3,624.00
215-751-671.013	MISC REV - SPECIAL EVENTS	4,000.00	3,000.00	
215-751-678.070	SPONSORSHIP FEES - SPECIAL EVENTS	3,500.00	4,000.00	
<b>TOTAL REVENUES</b>		<b>79,000.00</b>	<b>79,500.00</b>	<b>62,747.01</b>
<b>EXPENDITURES</b>				
215-751-702.034	SALARY & WAGE - FACILITIES	0.00	0.00	0.00
215-751-702.070	SALARY & WAGES - ENRICHMENT & TRAVEL COORDINATOR	27,200.00	30,500.00	31,294.29
215-751-702.071	SALARY & WAGES - PATRON SERVICES COORDINATOR	9,000.00	7,900.00	7,282.44
215-751-713.000	EMPLOYER SHARE FICA	2,800.00	3,000.00	2,413.25
215-751-714.000	EMPLOYEE MEDICAL INSURANCE	2,000.00	1,000.00	1,000.00
215-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	500.00	500.00	492.00
215-751-714.004	ICMA RETIREMENT	3,200.00	3,050.00	3,120.00
215-751-730.000	POSTAGE	5.00	5.00	5.12
215-751-740.031	OPERATING SUPPLIES - ENRICHMENT	100.00	100.00	260.57
215-751-740.035	OPERATING SUPPLIES - SPECIAL EVENTS	1,600.00	2,000.00	
215-751-740.070	OPERATING SUPPLIES - TRAVEL	2,000.00	1,750.00	977.86
215-751-801.017	BACKGROUND CHECKS	45.00	50.00	157.50
215-751-804.070	CONTRACT SERVICES - ENRICHMENT INSTRUCTORS	30,000.00	29,000.00	29,313.20
215-751-804.071	CONTRACT SERVICES - TRAVEL	0.00	0.00	0.00
215-751-840.000	DUES & MEMBERSHIPS	150.00	0.00	0.00
215-751-860.000	CONFERENCE /TRANSPORTATION	0.00	45.00	0.00
215-751-900.000	PRINTING & PUBLISHING	0.00	0.00	0.00
215-751-964.001	PROGRAM REFUNDS	400.00	600.00	625.00
	Deficit Elimination (2.7%) NOT THIS YEAR	0.00	0.00	

TOTAL EXPENDITURES		79,000.00	79,500.00	76,941.23
TOTAL REVENUES		79,000.00	79,500.00	62,747.01
TOTAL EXPENDITURES		79,000.00	79,500.00	76,941.23
NET OF REVENUES & EXPENDITURES		0.00	0.00	(14,194.22)



FESTIVALS

ENDING DATE 12-31-2019

FUND 216

2019

2018

2017

GL NUMBER	DESCRIPTION	PROPOSED	AMENDED	ACTUAL
<b>REVENUES</b>				
216-751-650.003	PROGRAM FEES SPECIAL EVENTS	23,000.00	16,000.00	23,878.00
216-751-671.013	MISC REVENUES - SPECIAL EVENTS	2,000.00	1,000.00	2,305.00
216-751-675.101	FUNDRAISING	0.00	100.00	68.70
216-751-678.040	SPONSORSHIP FEES - MELON FESTIVAL	43,000.00	41,400.00	43,125.00
216-751-678.041	STREET VENDOR FEES - MELON FESTIVAL	24,000.00	24,175.00	18,125.00
216-751-678.042	FESTIVAL TENT - MELON FESTIVAL	18,000.00	22,114.15	14,723.12
216-751-678.044	MIDWAY - MELON FESTIVAL	9,000.00	11,010.00	9,287.00
216-751-678.045	AD SALES - MELON FESTIVAL	5,000.00	2,750.00	0.00
216-751-678.046	MISC REVENUE - MELON FESTIVAL	3,500.00	941.41	726.00
216-751-678.047	SPONSORSHIP FEES - MELON RUN	6,500.00	5,800.00	11,650.00
216-751-678.048	PROGRAM FEES - MELON RUN	22,000.00	20,677.50	21,989.00
216-751-678.049	FOOD VENDOR FEES - MELON FESTIVAL	9,000.00	8,250.00	6,250.00
216-751-678.050	SPONSORSHIP FEES - LEGEND OF SLEEPY HOWELL	13,000.00	8,000.00	11,250.00
216-751-678.051	VENDOR FEES - LEGEND OF SLEEPY HOWELL	0.00	300.00	0.00
216-751-678.052	BOOTH FEES - LEGEND OF SLEEPY HOWELL	2,000.00	2,000.00	1,500.00
216-751-678.053	MISC REVENUE - LEGEND OF SLEEPY HOWELL	1,000.00	1,000.00	313.00
216-751-678.057	SPONSORSHIP FEES - HEADLESS HORSEMAN RUN	6,000.00	5,000.00	1,580.00
216-751-678.058	PROGRAM FEES - HEADLESS HORSEMAN RUN	22,000.00	22,000.00	20,768.50
216-751-678.070	SPONSORSHIP FEES - SPECIAL EVENTS	5,000.00	4,500.00	5,229.00
216-751-678.075	PROGRAM FEES - DOC MAY RIDE	0.00	1,786.00	2,430.00
<b>TOTAL REVENUES</b>		<b>214,000.00</b>	<b>198,804.06</b>	<b>195,197.32</b>
<b>EXPENDITURES</b>				
216-751-702.001	SALARY & WAGES - FESTIVAL & EVENTS DIRECTOR	30,000.00	30,000.00	30,101.00
216-751-702.004	SALARY & WAGES - OPERATIONS MANAGER	3,000.00	3,000.00	3,667.76
216-751-702.103	SALARY & WAGES - VARIOUS STAFF	10,000.00	13,000.00	14,475.19

208-751-713.000	EMPLOYER SHARE FICA	3,400.00	3,520.00	3,276.28
208-751-714.000	EMPLOYEE MEDICAL INSURANCE	3,000.00	4,000.00	3,359.64
208-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	500.00	500.00	716.03
216-751-714.004	ICMA RETIREMENT	3,400.00	3,000.00	2,062.67
216-751-727.000	OFFICE SUPPLIES	100.00	100.00	63.62
216-751-730.000	POSTAGE	100.00	50.00	60.89
216-751-740.000	OPERATING SUPPLIES	2,000.00	2,000.00	655.34
216-751-740.035	OPERATING SUPPLIES - SPECIAL EVENTS	16,500.00	20,000.00	20,112.32
216-751-740.100	OPERATING SUPPLIES - ENTERTAINMENT	30,000.00	28,796.52	34,262.26
216-751-740.102	OPERATING SUPPLIES - MELON FESTIVAL	16,600.00	13,291.18	15,711.06
216-751-740.103	OPERATING SUPPLIES - MELON FESTIVAL - VOLUNTEER T-SHIRTS	0.00	1,200.00	1,000.00
216-751-740.104	OPERATING SUPPLIES - FESTIVAL TENT	14,000.00	16,282.30	11,882.68
216-751-740.106	OPERATING SUPPLIES - MELON RUN	5,000.00	2,732.01	4,540.82
216-751-740.107	OPERATING SUPPLIES - MELON RUN - T-SHIRTS	5,000.00	4,093.05	4,360.00
216-751-740.201	OPERATING SUPPLIES - LEGEND OF SLEEPY HOWELL	6,000.00	5,000.00	4,287.81
216-751-740.203	OPERATING SUPPLIES - LEGEND OF SLEEPY HOWELL TSHIRTS	0.00	0.00	2,060.00
216-751-740.203	OPERATING SUPPLIES - HEADLESS HORSEMAN RUN	4,000.00	5,500.00	1,426.17
216-751-740.204	OPERATING SUPPLIES - HEADLESS HORSEMAN RUN - T SHIRTS	9,000.00	10,000.00	6,600.00
216-751-804.075	CONTRACT SERVICES - SPECIAL EVENTS	2,000.00	3,000.00	1,802.70
216-751-804.112	CONTRACT SERVICES - MELON RUN	3,000.00	2,054.70	2,702.90
	CONTRACT SERVICES - CITY OF HOWELL MELON FEST	8,000.00		
216-751-804.210	CONTRACT SERVICES - LEGEND OF SLEEPY HOWELL	600.00	1,000.00	1,210.00
216-751-804.212	CONTRACT SERVICES - HEADLESS HORSEMAN RUN	4,000.00	4,000.00	2,765.76
	CONTRACT SERVICES - CITY OF HOWELL LEGEND	8,000.00		
216-751-840.000	DUES & MEMBERSHIPS	1,000.00	1,000.00	961.75
216-751-850.010	COMMUNICATION RADIOS	300.00	237.00	237.00
216-751-860.000	CONFERENCE /TRANSPORTATION	2,000.00	2,500.00	2,100.36
216-751-900.000	PRINTING & PUBLISHING	5,000.00	6,500.00	5,375.75
216-751-940.000	EQUIPMENT RENTAL	0.00	0.00	0.00
216-751-942.001	PORTA JOHN RENTALS	8,000.00	7,500.00	7,261.00
216-751-956.000	MISCELLANEOUS	500.00	0.00	77.50
216-751-957.000	EDUCATION/TRAINING	500.00	0.00	45.00
216-751-964.001	PROGRAM REFUNDS	300.00	0.00	15.00
208-751-970.000	CAPITAL OUTLAY/EQUIPMENT	8,200.00	3,563.30	2,888.84

216-751-980.004	EQUIPMENT - COMPUTER HARDWARE	1,000.00	1,384.00	0.00
216-751-980.005	EQUIPMENT - COMPUTER SOFTWARE	0.00		0.00
	TOTAL EXPENDITURES	214,000.00	198,804.06	192,125.10
	TOTAL REVENUES	214,000.00	198,804.06	195,197.32
	TOTAL EXPENDITURES	214,000.00	198,804.06	192,125.10
	ET OF REVENUES & EXPENDITURES	0.00	0.00	3,072.22

PRESCHOOL

ENDING DATE 12-31-2019

FUND 217

2019

2018

2017

GL NUMBER	DESCRIPTION	PROPOSED	AMENDED	ACTUAL
<b>REVENUES</b>				
217-751-651.007	REC FEE/PRESCHOOL TUITION	50,400.00	44,000.00	46,810.40
217-751-651.030	REGISTRATION FEE	2,680.00	2,160.00	2,157.75
217-751-651.031	EXTENDED DAY FEE	1,000.00	2,000.00	3,137.00
217-751-651.032	DROP IN FEE	1,000.00	1,500.00	1,090.00
217-751-675.015	PRESCHOOL FUNDRAISING	2,000.00	1,500.00	886.30
<b>TOTAL REVENUES</b>		<b>57,080.00</b>	<b>51,160.00</b>	<b>54,081.45</b>
<b>EXPENDITURES</b>				
217-751-702.023	SALARY & WAGES - PRESCHOOL	47,500.00	43,500.00	47,087.32
217-751-713.000	EMPLOYER SHARE FICA	3,680.00	3,500.00	3,626.38
	INSURANCE	1,000.00	1,750.00	
217-751-727.000	OFFICE SUPPLIES	100.00	50.00	0.00
217-751-730.000	POSTAGE	100.00	71.17	71.64
217-751-740.028	OPERATING SUPPLIES - PRESCHOOL	2,000.00	2,000.00	1,268.62
217-751-801.017	BACKGROUND CHECKS	50.00	0.00	35.00
217-751-860.000	CONFERENCE /TRANSPORTATION	250.00	200.00	250.00
217-751-900.000	PRINTING & PUBLISHING	50.00	0.00	0.00
217-751-957.000	EDUCATION / TRAINING	150.00	0.00	112.00
217-751-964.001	PROGRAM REFUNDS	200.00	0.00	0.00
217-751-970.000	CAPITAL OUTLAY	1,500.00	8.83	
217-751-980.000	OFFICE EQUIPMENT	200.00	80.00	255.99
217-751-980.015	PRESCHOOL EQUIPMENT	300.00	0.00	394.11
<b>TOTAL EXPENDITURES</b>		<b>57,080.00</b>	<b>51,160.00</b>	<b>53,101.06</b>
<b>TOTAL REVENUES</b>		<b>57,080.00</b>	<b>51,160.00</b>	<b>54,081.45</b>
<b>TOTAL EXPENDITURES</b>		<b>57,080.00</b>	<b>51,160.00</b>	<b>53,101.06</b>
<b>ET OF REVENUES &amp; EXPENDITURES</b>		<b>0.00</b>	<b>0.00</b>	<b>980.39</b>

SENIOR CENTER

ENDING DATE 12-31-2019

FUND 218

2019

2018

2017

GL NUMBER	DESCRIPTION	PROPOSED	AMENDED	BUDGET
<b>REVENUES</b>				
218-751-590.000	GRANTS	2,425.00	0.00	0.00
218-751-650.030	PROGRAM FEES - ENRICHMENT	2,500.00	4,000.00	3,672.32
218-751-675.009	DONATIONS / PKS & RECS SENIORS	2,500.00	4,000.00	10,298.71
218-751-675.013	UNITED WAY SENIORS	6,000.00	5,600.00	6,278.50
218-751-675.100	FUNDRAISING ENRICHMENT	2,000.00	750.00	1,074.25
218-751-678.012	MEMBERSHIP FEES	4,000.00	4,000.00	5,795.16
218-751-678.015	SENIOR NEWSLETTER ADVT	1,500.00	500.00	1,020.00
218-751-678.030	SPONSORSHIP FEES - ENRICHMENT	2,000.00	0.00	0.00
218-751-678.060	BINGO	6,000.00	6,500.00	8,741.00
218-751-678.200	PROGRAM FEES - YOUNG AT HEART	50.00	50.00	257.00
<b>TOTAL REVENUES</b>		<b>28,975.00</b>	<b>25,400.00</b>	<b>37,136.94</b>
<b>EXPENDITURES</b>				
218-751-702.000	SALARY & WAGES - PATRON SERVICES COORDINATOR	500.00	75.00	297.11
218-751-702.027	SALARY & WAGES - SENIOR CENTER COORDINATOR	18,500.00	13,500.00	12,792.52
218-751-713.000	EMPLOYER SHARE FICA	1,500.00	1,050.00	0.00
218-751-727.000	OFFICE SUPPLIES	100.00	0.00	42.38
218-751-730.000	POSTAGE	700.00	750.00	714.53
218-751-740.032	OPERATING SUPPLIES - GENERAL	1,200.00	1,500.00	2,876.63
218-751-740.043	OPERATING SUPPLIES - BINGO	0.00	650.00	
218-751-740.200	OPERATING SUPPLIES - YOUNG AT HEART	0.00	0.00	110.58
218-751-804.008	CONTRACT SERVICES - INSTRUCTORS	500.00	500.00	268.50
218-751-804.080	CONTRACT SERVICES - ENTERTAINMENT	1,500.00	1,000.00	1,005.00
218-751-840.000	DUES & MEMBERSHIPS	200.00	100.00	50.00
	CONFERENCE AND TRANSPORTATION	750.00	1,000.00	
218-751-900.000	MARKETING PRINTING & PUBLISHING	1,500.00	1,200.00	2,588.96
218-751-957.000	EDUCATION / TRAINING	200.00	0.00	0.00
218-751-964.001	PROGRAM REFUNDS	0.00	0.00	0.00
218-751-967.002	AGING GRANT EXPENSES	1,000.00	16.00	147.05
	CAPITAL OUTLAY	825.00	4,059.00	
<b>TOTAL EXPENDITURES</b>		<b>28,975.00</b>	<b>25,400.00</b>	<b>20,893.26</b>
<b>TOTAL REVENUES</b>		<b>28,975.00</b>	<b>25,400.00</b>	<b>37,136.94</b>
<b>TOTAL EXPENDITURES</b>		<b>28,975.00</b>	<b>25,400.00</b>	<b>20,893.26</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>0.00</b>	<b>0.00</b>	<b>16,243.68</b>

SUMMER DAY CAMP

ENDING DATE 12-31-2019

FUND 219

2019

2018

2017

GL NUMBER	DESCRIPTION	PROPOSED	AMENDED	ACTUAL
<b>REVENUES</b>				
219-751-651.003	SUMMER CAMP	20,000.00	17,120.00	18,118.00
219-751-651.023	AM/PM EXTENDER FEES		0.00	614.00
219-751-651.024	NONREFUNDABLE DEPOSITS	1,500.00	575.00	3,000.00
	SPECIALTY CAMPS	5,000.00		
<b>TOTAL REVENUES</b>		<b>26,500.00</b>	<b>17,695.00</b>	<b>21,732.00</b>
<b>EXPENDITURES</b>				
219-751-702.025	SALARY & WAGES - MANAGER	5,000.00	0.00	0.00
219-751-702.036	SALARY & WAGE - CAMP SUPERVISOR	5,000.00	4,881.26	5,512.50
219-751-702.037	SALARY & WAGES - CAMP COUNSELOR	10,745.00	8,377.70	11,708.82
208-751-713.000	EMPLOYER SHARE FICA	2,000.00	1,520.20	2,225.65
208-751-714.000	EMPLOYEE MEDICAL INSURANCE	250.00	0.00	0.00
208-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	150.00	0.00	0.00
219-751-714.004	ICMA RETIREMENT	0.00	0.00	0.00
219-751-727.000	OFFICE SUPPLIES	100.00	0.00	0.00
219-751-730.000	POSTAGE	50.00	0.68	0.00
219-751-740.003	OPERATING SUPPLIES - TSHIRTS	500.00	443.64	790.57
219-751-740.033	OPERATING SUPPLIES - GENERAL	450.00	264.90	108.75
219-751-740.041	OPERATING SUPPLIES - SNACKS	250.00	73.70	254.72
219-751-740.042	FIELD TRIPS	1,000.00	927.50	682.00
219-751-801.017	BACKGROUND CHECKS	105.00	35.00	52.50
219-751-840.000	DUES & MEMBERSHIPS	0.00	0.00	200.00
219-751-860.000	CONFERENCE /TRANSPORTATION	0.00	0.00	0.00
219-751-900.000	MARKETING PRINTING & PUBLISHING	150.00	63.98	70.53
219-751-957.000	EDUCATION / TRAINING	0.00	0.00	0.00
	CAPITAL OUTLAY	750.00	1,106.44	

219-751-980.000	OFFICE EQUIPMENT	0.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>26,500.00</b>	<b>17,695.00</b>	<b>21,606.04</b>
<b>TOTAL REVENUES</b>		<b>26,500.00</b>	<b>17,695.00</b>	<b>21,732.00</b>
<b>TOTAL EXPENDITURES</b>		<b>26,500.00</b>	<b>17,695.00</b>	<b>21,606.04</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>0.00</b>	<b>0.00</b>	<b>125.96</b>

CITY PARK/BOAT LAUNCH

ENDING DATE 12-31-2019

FUND 220

2019

2018

2017

GL NUMBER	DESCRIPTION	PROPOSED	AMENDED	ACTUAL
<b>REVENUES</b>				
220-751-649.001	CONCESSION SALES - PARK	8,500.00	9,031.00	8,115.20
220-751-678.021	HOWELL CITY PARK GUARD REIMB	45,000.00	45,000.00	45,000.00
220-751-678.100	SPONSORSHIP FEES- SPECIAL EVENTS	0.00		0.00
<b>TOTAL REVENUES</b>		<b>53,500.00</b>	<b>54,031.00</b>	<b>53,115.20</b>
<b>EXPENDITURES</b>				
220-751-702.000	SALARY & WAGES - MANAGER	12,500.00	13,202.64	13,154.01
220-751-702.028	SALARY & WAGES - SEASONAL	18,000.00	19,046.14	20,045.15
220-751-702.040	SALARY & WAGES - SUPERVISOR	9,500.00	6,704.25	5,988.63
220-751-713.000	EMPLOYER SHARE FICA	3,000.00	2,837.29	3,374.03
220-751-714.000	EMPLOYEE MEDICAL INSURANCE	2,000.00	1,000.00	0.00
220-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	200.00	135.00	0.00
220-751-714.004	ICMA RETIREMENT	1,500.00	884.00	0.00
220-751-740.000	OPERATING SUPPLIES GENERAL	100.00	451.05	73.66
220-751-740.035	OPERATING SUPPLIES - SPECIAL EVENTS	0.00	0.00	0.00
220-751-740.037	CONCESSION SUPPLIES	5,000.00	5,000.00	4,619.20
220-751-801.017	BACKGROUND CHECKS	200.00	70.00	70.00
220-751-970.000	CAPITAL OUTLAY/EQUIPMENT	1,500.00	4,700.63	503.20
<b>TOTAL EXPENDITURES</b>		<b>53,500.00</b>	<b>54,031.00</b>	<b>47,827.88</b>
<b>TOTAL REVENUES</b>		<b>53,500.00</b>	<b>54,031.00</b>	<b>53,115.20</b>
<b>TOTAL EXPENDITURES</b>		<b>53,500.00</b>	<b>54,031.00</b>	<b>47,827.88</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>0.00</b>	<b>0.00</b>	<b>5,287.32</b>



## TEEN CENTER

ENDING DATE 12-31-2019

FUND 221

2019

2018

2017

GL NUMBER	DESCRIPTION	PROPOSED	AMENDED	ACTUAL
<b>REVENUES</b>				
221-751-649.000	CONCESSION SALES TEEN	7,500.00	6,500.00	4,971.00
221-751-650.005	PROGRAM FEES TEENS	6,000.00	5,500.00	1,230.00
221-751-650.100	SUMMER PROGRAM FEES	3,500.00	0.00	0.00
221-751-675.010	DONATIONS - TEEN	15,000.00	2,000.00	21,642.40
221-751-675.012	UNITED WAY - TEENS	27,500.00	23,000.00	20,835.50
221-751-675.110	FUNDRAISING	10,000.00	500.00	555.00
221-751-679.010	KELLOGG FOUNDATION GRANT REVENUE	0.00	0.00	25,000.00
221-751-679.025	FREUDENBURG GRANT REVENUE	52,000.00	53,311.25	49,867.25
221-751-679.100	GRANTS > \$ 1000	2,500.00	0.00	3,500.00
<b>TOTAL REVENUES</b>		<b>124,000.00</b>	<b>90,811.25</b>	<b>127,601.15</b>
<b>EXPENDITURES</b>				
221-751-702.026	SALARY & WAGES - YOUTH SERVICES MANAGER	30,000.00	23,000.00	42,875.63
221-751-702.035	SALARY & WAGES - TEEN CENTER COORDINATOR	27,500.00	26,000.00	16,719.41
213-751-713.000	EMPLOYER SHARE FICA	4,400.00	3,000.00	3,775.38
221-751-714.000	EMPLOYEE MEDICAL INSURANCE	3,400.00	2,500.00	1,000.00
221-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	500.00	0.00	547.36
221-751-714.004	ICMA RETIREMENT	3,500.00	1,800.00	3,900.00
221-751-727.000	OFFICE SUPPLIES	50.00	50.00	53.49
221-751-730.000	POSTAGE	0.00	0.00	0.00
221-751-740.000	OPERATING SUPPLIES	750.00	750.00	1,892.18
221-751-740.003	OPERATING SUPPLIES - T-SHIRTS	1,000.00	1,200.00	3,430.00
221-751-740.015	OPERATING SUPPLIES - CONCESSIONS	1,000.00	1,000.00	906.26
221-751-740.036	OPERATING SUPPLIES - TEENS GENERAL	500.00	1,000.00	695.31
	DUES & MEMBERSHIPS	150.00	0.00	
221-751-860.000	CONFERENCE /TRANSPORTATION	750.00	500.00	1,056.88
221-751-900.000	PRINTING & PUBLISHING	100.00	50.00	368.29
221-751-940.000	EQUIPMENT RENTAL	0.00	1,000.00	0.00
221-751-957.000	EDUCATION / TRAINING	0.00	135.00	95.00
221-751-970.000	CAPITAL OUTLAY EQUIP	3,000.00	3,000.00	18,395.35
221-751-979.010	KELLOGG FOUNDATION GRANT EXPENSES	0.00	100.00	8,309.31
221-751-979.025	FREUDENBURG GRANT EXPENSES	47,400.00	22,826.25	30,368.37
221-751-980.004	EQUIP / COMPUTER HARDWARE	0.00	2,900.00	537.14
<b>TOTAL EXPENDITURES</b>	<b>TOTAL EXPENSES</b>	<b>124,000.00</b>	<b>90,811.25</b>	<b>134,865.36</b>
<b>TOTAL REVENUES</b>	<b>TOTAL REVENUES</b>	<b>124,000.00</b>	<b>90,811.25</b>	<b>127,601.15</b>
<b>TOTAL EXPENDITURES</b>	<b>TOTAL EXPENSES</b>	<b>124,000.00</b>	<b>90,811.25</b>	<b>134,865.36</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>NET REV/EXP</b>	<b>0.00</b>	<b>0.00</b>	<b>(7,264.21)</b>

DOG PARK

ENDING DATE 12-31-2019

FUND 223

2019

2018

2017

GL NUMBER	DESCRIPTION	PROPOSED	AMENDED	ACTUAL
<b>REVENUES</b>				
223-751-675.071	DOG PK DONATION - CONST	25.00	15.00	
223-751-675.074	FOB SALES	13,000.00	13,500.00	13,378.00
<b>TOTAL REVENUES</b>		<b>13,025.00</b>	<b>13,515.00</b>	<b>13,378.00</b>
<b>EXPENDITURES</b>				
223-751-740.000	OPERATING SUPPLIES - GENERAL	2,500.00	2,500.00	2,204.51
223-751-801.018	MANAGEMENT SERVICES	6,000.00	6,000.00	5,000.00
223-751-900-000	PRINTING & PUBLISHING	175.00	150.00	196.70
223-751-910.000	INSURANCE	500.00	500.00	500.00
	UTILITIES - WATER	500.00		
223-751-930-000	REPAIRS & MAINTENANCE	300.00	300.00	0.00
223-751-967-071	CONSTRUCTION	500.00	500.00	0.00
223-751-967.072	GROUNDS MAINTENANCE	2,200.00	2,200.00	1,716.00
223-751-970.000	CAPITAL OUTLAY	350.00	1,365.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>13,025.00</b>	<b>13,515.00</b>	<b>9,617.21</b>
<b>TOTAL REVENUES</b>		<b>13,025.00</b>	<b>13,515.00</b>	<b>13,378.00</b>
<b>TOTAL EXPENDITURES</b>		<b>13,025.00</b>	<b>13,515.00</b>	<b>9,617.21</b>
<b>ET OF REVENUES &amp; EXPENDITURES</b>		<b>0.00</b>	<b>0.00</b>	<b>3,760.79</b>

TRANSPORTATION

ENDING DATE 12-31-2019

FUND 224

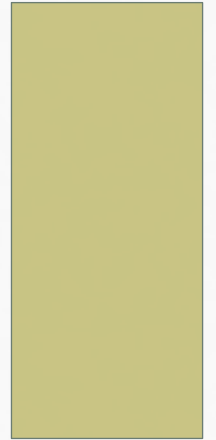
2019

2018

GL NUMBER	DESCRIPTION	PROPOSED	AMENDED
<b>REVENUES</b>			
224-751-675.041	UNITED WAY TRANSPORTATION	15,000.00	16,000.00
224-751-678.031	SPONSORSHIP FEES-TRANSPORTATION	5,000.00	0.00
<b>TOTAL REVENUES</b>		<b>20,000.00</b>	<b>16,000.00</b>
<b>EXPENDITURES</b>			
224-751-702.200	SALARY & WAGES DRIVER	4,800.00	100.00
224-751-713.000	EMPLOYER SHARE FICA	400.00	0.00
224-751-740.000	OPERATING SUPPLIES	1,000.00	200.00
224-751-751.000	GASOLINE & DIESEL FUEL	200.00	200.00
224-751-804.900	CONTRACT SERVICES LETS	5,000.00	4,000.00
224-751-804.905	CONTRACT SERVICES TRANSPORTATION	7,000.00	6,500.00
224-751-930.006	REPAIR & MAINT - VEHICLES	1,600.00	5,000.00
<b>TOTAL EXPENDITURES</b>		<b>20,000.00</b>	<b>16,000.00</b>
<b>TOTAL REVENUES</b>		<b>20,000.00</b>	<b>16,000.00</b>
<b>TOTAL EXPENDITURES</b>		<b>20,000.00</b>	<b>16,000.00</b>
<b>ET OF REVENUES &amp; EXPENDITURES</b>		<b>0.00</b>	<b>0.00</b>

# 2019 BENEFIT SOLUTIONS

REVIEW AND RECOMMENDATIONS



# HIGHLIGHTS FOR 2019

- **HEALTHCARE:** Our Blue Cross renewal remains at a single digit increase trend at 7.5% . We experienced higher EHIM costs during 2018 - an increase of 10.2% over 2017.
- **DENTAL:** We will continue with Delta Dental as our provider for 2019. There is no price increase due to the 2-year rate guarantee we put in place for 2018.
- **LIFE/DISABILITY:** Our Short-Term and Long-Term disability rates have increased for 2019; however, Guardian did not want to lose our business and lowered the increase to match the rates we got from competitors and granted another 2-year rate guarantee through 2020.
- **WELLNESS:** We continue to see 75% participation in our Wellness Plan. Feedback on the program continues to be very positive and employees have been motivated to make positive changes in their overall health.

# EMPLOYEE CONTRIBUTIONS AND TOTAL BENEFIT COSTS FOR 2019

- Employees currently contribute 10% of the Blue Cross Blue Shield rate and 3.5% of EHIM costs for Single, 2-Person, and Family
- As indicated last year, we intend to increase the percentage of employee (EE) EHIM contribution each year until we match the 10% BCBS contribution. This year the EHIM contribution will move to 7%.

Township Expenses					
	2018 Budget/Fees		2019 Renewal with Change to Delta Dental (2yr) Renewal - 2018		
Health/Vision – 7.5% incr	\$418,113		\$449,508		
EHIM – 10.2% incr	\$105,003		\$115,742		
Delta Dental	\$45,633		\$45,633		
Basic Life Insurance	\$5,273		\$5,273		
Short-Term Disability 5.1% incr	\$10,076		\$10,587		
Long-Term Disability 9.9% incr	\$10,028		\$11,021		
Opt-Out Cost -33% decr (5ppl)	\$25,680		\$17,120		
Wellness Program	\$15,000		\$15,000		
<b>Total Cost</b>	<b>\$634,806</b>		<b>\$672,464</b>		
Less Employee Contributions	-\$46,164		-\$53,616		
<b>Net Annual Township Cost</b>	<b>\$588,642</b>		<b>\$618,848</b>		
Percent Increase Prior to EE Contributions			5.93%		
Percent Increase Less EE Contributions			<b>5.13%</b>		
Monthly Composite Rates					
	EEs	BCBS Comp Rate	EHIM Comp Rate	BCBS Comp Rate	EHIM Comp Rate
Single	7	\$447.85	\$115.13	\$477.79	\$127.28
2-Person	7	\$1,074.84	\$276.32	\$1,146.70	\$305.46
Family	18	\$1,343.55	\$345.40	\$1,433.38	\$381.83

Employee Expenses**		
Based on Composite Rates	Current EE Contribution (Monthly)	EE Contribution at 10% BCBS + 7% EHIM (Monthly)
Single	\$50	\$57
2-Person	\$117	\$136
Family	\$146	\$170
<b>Monthly Total (All EE)</b>	<b>\$3,847</b>	<b>\$4,468</b>
<b>Annual Total (All EE)</b>	<b>\$46,164</b>	<b>\$53,616</b>

\*\* Employee Contributions are deducted on a pre-tax basis

Impact on Employees Per Pay			
	Current EE Contribution Per Pay	2019 Contribution Per Pay	Increase Per Pay
Single	\$23.08	\$26.31	+ \$3.23
2-Person	\$54.00	\$62.77	+ \$8.77
Family	\$67.38	\$78.46	+ \$11.08

\* Opt-Out Participants went from 6 people in 2018 to 5 people for 2019

GENOA TOWNSHIP  
SCHEDULE OF MEETINGS  
January 1, 2019 thru December 31, 2019

Meetings will be held at the Genoa Township Hall located at 2911 Dorr Road. The Township Board meets at 6:30 p.m., the Zoning Board of Appeals meet at 6:30 p.m. The Planning Commission meets at 6:30 p.m.

Regular meetings of the Township Board are generally scheduled for the first and third Monday of every month. The Planning Commission generally meets the second and if necessary, the fourth Monday; and the Zoning Board of Appeals usually meets the third Tuesday of each month. Holidays will occasionally disrupt the meeting schedules.

TOWNSHIP BOARD SCHEDULE

January 7, 2019	July 1 & 15, 2019
February 4 & 18, 2019	August 5 & 19, 2019
March 4 & 18, 2019	September 16, 2019
April 1 & 15, 2019	October 7 & 21, 2019
May 6 & 20, 2019	November 4 & 18, 2019
June 3 & 17, 2019	December 2 & 16, 2019

PLANNING COMMISSION SCHEDULE

January 14, 2019	July 8, 2019
February 11, 2019	August 12, 2019
March 11, 2019	September 9, 2019
April 8, 2019	October 15, 2019 (Tuesday)
May 13, 2019	November 12, 2019 (Tuesday)
June 10, 2019	December 9, 2019

ZONING BOARD OF APPEALS SCHEDULE

January 15, 2019	July 16, 2019
February 19, 2019	August 20, 2019
March 19, 2019	September 17, 2019
April 16, 2019	October 16, 2019 (Wednesday)
May 21, 2019	November 19, 2019
June 18, 2019	December 17, 2019

Signed: Paulette A. Skolarus  
Genoa Township Clerk

Notice Posted on Front Display  
Nov. 5, 2018 thru Dec. 31, 2019

(Policy/schedule of meetings 2019)

Date: Nov. 5, 2018

To: Genoa Township Staff  
From: Polly Skolarus & Robin Hunt

For your records the following holidays are scheduled for 2019:

New Year's Day	January 1, 2019
Martin Luther King Day	January 21, 2019
Good Friday	April 19, 2019
Memorial Day	May 27, 2019
Independence Day	July 4, 2019
Floating Holiday	July 5, 2019
Labor Day	September 2, 2019
Columbus Day	October 14, 2019
Veteran's Day	November 11, 2019
Thanksgiving Day	November 28, 2019
Friday following Thanksgiving	November 29, 2019
Christmas Eve	December 24, 2019
Christmas Day Holiday	December 25, 2019
New Year's Eve	December 31, 2019
New Year's Day	January 1, 2020

Policy/holidays 2019



# **Board Correspondence**

To Board 11/05/18



MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY  
WATER RESOURCES DIVISION  
PERMIT

Issued To:

Mr. Joseph Perri  
6870 Grand River Avenue  
Brighton, Michigan 48114

Permit No: WRP013999 v.1  
Submission No.: HND-6SQQ-1BCY6  
Site Name: 47-4501 Oak Pointe Dr-Brighton-Perri island  
Issued: October 24, 2018  
Revised:  
Expires: October 24, 2023

This permit is being issued by the Michigan Department of Environmental Quality (MDEQ), Water Resources Division, under the provisions of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA); specifically:

- Part 301, Inland Lakes and Streams
- Part 303, Wetlands Protection
- Part 315, Dam Safety
- Part 31, Water Resources Protection (Floodplain Regulatory Authority)
- Part 323, Shorelands Protection and Management
- Part 325, Great Lakes Submerged Lands
- Part 353, Sand Dunes Protection and Management

Permission is hereby granted, based on permittee assurance of adherence to State of Michigan requirements and permit conditions, to:

Authorized Activity:

Place approximately 116 cubic yards of clean sand fill to construct an approximately 40-foot long by 40-foot wide beach area in 0.036 acre of wetland. Place approximately 29 cubic yards of fill materials, consisting of at least 50% peastone, with the balance being sand, in an area 40-feet by 10-feet to extend beach area onto bottomland of West Crooked Lake. Construct a permanent 40-foot long by 6-foot wide elevated, open pile boardwalk through wetland to facilitate access to a seasonal dock. Replace an existing dock with a new permanent 56-foot long by 4-foot wide elevated, open pile dock with a 15-foot long by 10-foot wide platform. Use an approximately 0.008 acre area of wetland as landing area for boats and construction equipment. The activities will impact a total of 0.044 acre of wetland.

All work shall be completed in accordance with the attached plans and the specifications of this permit.

Waterbody Affected: West Crooked Lake; wetland  
Property Location: Livingston County, Genoa Township, Town/Range/Section 02N05E28,  
Property Tax No. 4711-28-200-001

Authority granted by this permit is subject to the following limitations:

DEQ-WRD  
WRP013999 v1.0  
Approved  
Issued 42n:10/24/2018  
Expires On:10/24/2023

- A. Initiation of any work on the permitted project confirms the permittee's acceptance and agreement to comply with all terms and conditions of this permit.
- B. The permittee, in exercising the authority granted by this permit, shall not cause unlawful pollution as defined by Part 31 of the NREPA.
- C. This permit shall be kept at the site of the work and available for inspection at all times during the duration of the project or until its date of expiration.
- D. All work shall be completed in accordance with the approved plans and specifications submitted with the application and/or plans and specifications attached to this permit.
- E. No attempt shall be made by the permittee to forbid the full and free use by the public of public waters at or adjacent to the structure or work approved.
- F. It is made a requirement of this permit that the permittee give notice to public utilities in accordance with 2013 PA 174 (Act 174) and comply with each of the requirements of Act 174.
- G. This permit does not convey property rights in either real estate or material, nor does it authorize any injury to private property or invasion of public or private rights, nor does it waive the necessity of seeking federal assent, all local permits, or complying with other state statutes.
- H. This permit does not prejudice or limit the right of a riparian owner or other person to institute proceedings in any circuit court of this state when necessary to protect his rights.
- I. Permittee shall notify the MDEQ within one week after the completion of the activity authorized by this permit by completing and forwarding the attached preaddressed postcard to the office addressed thereon.
- J. This permit shall not be assigned or transferred without the written approval of the MDEQ.
- K. Failure to comply with conditions of this permit may subject the permittee to revocation of permit and criminal and/or civil action as cited by the specific state act, federal act, and/or rule under which this permit is granted.
- L. All dredged or excavated materials shall be disposed of in an upland site (outside of floodplains, unless exempt under Part 31 of the NREPA, and wetlands).
- M. In issuing this permit, the MDEQ has relied on the information and data that the permittee has provided in connection with the submitted application for permit. If, subsequent to the issuance of a permit, such information and data prove to be false, incomplete, or inaccurate, the MDEQ may modify, revoke, or suspend the permit, in whole or in part, in accordance with the new information.
- N. The permittee shall indemnify and hold harmless the State of Michigan and its departments, agencies, officials, employees, agents, and representatives for any and all claims or causes of action arising from acts or omissions of the permittee, or employees, agents, or representative of the permittee, undertaken in connection with this permit. The permittee's obligation to indemnify the State of Michigan applies only if the state: (1) provides the permittee or its designated representative written notice of the claim or cause of action within 30 days after it is received by the state, and (2) consents to the permittee's participation in the proceeding on the claim or cause of action. It does not apply to contested case proceedings under the Administrative Procedures Act, 1969 PA 306, as amended, challenging the permit. This permit shall not be construed as an indemnity by the State of Michigan for the benefit of the permittee or any other person.
- O. Noncompliance with these terms and conditions and/or the initiation of other regulated activities not specifically authorized shall be cause for the modification, suspension, or revocation of this permit, in whole or in part. Further, the MDEQ may initiate criminal and/or civil proceedings as may be deemed necessary to correct project deficiencies, protect natural resource values, and secure compliance with statutes.
- P. If any change or deviation from the permitted activity becomes necessary, the permittee shall request, in writing, a revision of the permitted activity from the MDEQ. Such revision request shall include complete documentation supporting the modification and revised plans detailing the proposed modification. Proposed modifications must be approved, in writing, by the MDEQ prior to being implemented.
- Q. This permit may be transferred to another person upon written approval of the MDEQ. The permittee must submit a written request to the MDEQ to transfer the permit to the new owner. The new owner must also submit a written request to the MDEQ to accept transfer. The new owner must agree, in writing, to accept all conditions of the permit. A single letter signed by both parties that includes all of the above information may be provided to the MDEQ. The MDEQ will review the request and, if approved, will provide written notification to the new owner.
- R. Prior to initiating permitted construction, the permittee is required to provide a copy of the permit to the contractor(s) for review. The property owner, contractor(s), and any agent involved in exercising the permit

are held responsible to ensure that the project is constructed in accordance with all drawings and specifications. The contractor is required to provide a copy of the permit to all subcontractors doing work authorized by the permit.

- S. Construction must be undertaken and completed during the dry period of the wetland. If the area does not dry out, construction shall be done on equipment mats to prevent compaction of the soil.
- T. Authority granted by this permit does not waive permit requirements under Part 91, Soil Erosion and Sedimentation Control, of the NREPA, or the need to acquire applicable permits from the County Enforcing Agent (CEA).
- U. Authority granted by this permit does not waive permit requirements under the authority of Part 305, Natural Rivers, of the NREPA. A Natural Rivers Zoning Permit may be required for construction, land alteration, streambank stabilization, or vegetation removal along or near a natural river.
- V. The permittee is cautioned that grade changes resulting in increased runoff onto adjacent property is subject to civil damage litigation.
- W. Unless specifically stated in this permit, construction pads, haul roads, temporary structures, or other structural appurtenances to be placed in a wetland or on bottomland of the water body are not authorized and shall not be constructed unless authorized by a separate permit or permit revision granted in accordance with the applicable law.
- X. For projects with potential impacts to fish spawning or migration, no work shall occur within fish spawning or migration timelines (i.e., windows) unless otherwise approved in writing by the Michigan Department of Natural Resources, Fisheries Division.
- Y. Work to be done under authority of this permit is further subject to the following special instructions and specifications:
  - 1. Prior to the start of construction, all adjacent non-work wetland areas shall be protected by properly trenched sedimentation barrier to prevent sediment from entering the wetland. Orange construction fencing shall be installed as needed to prohibit construction personnel and equipment from entering or performing work in these areas. Fence shall be maintained daily throughout the construction process. Upon project completion, the accumulated materials shall be removed and disposed of at an upland site, the sedimentation barrier shall then be removed in its entirety and the area restored to its original configuration and cover.
  - 2. Prior to the initiation of any permitted construction activity, a sedimentation barrier shall be installed along the entire route of the disturbed wetland area and maintained in good working order until permanent stabilization and re-vegetation of all disturbed areas has occurred. The sedimentation barrier shall be removed after re-vegetation.
  - 3. All raw areas in uplands resulting from the permitted construction activity shall be effectively stabilized with sod and/or seed and mulch (or other technology specified by this permit or project plans) in a sufficient quantity and manner to prevent erosion and any potential siltation to surface waters or wetlands. Temporary stabilization measures shall be installed before or upon commencement of the permitted activity, and shall be maintained until permanent measures are in place. Permanent measures shall be in place within five (5) days of achieving final grade.
  - 4. Prior to commencement of swim area construction, the entire proposed swim area shall be enclosed with a turbidity curtain to prevent off-site siltation. The turbidity curtain shall be installed to extend from the bed of the waterbody to a point above the existing water's surface. The turbidity curtain shall be maintained for the duration of the project and shall be left in place after completion until all disturbed sediments have settled.
  - 5. Swim area fill materials shall consist of at least 50% peastone, with the balance being sand, and shall be clean and free of fines, other soil materials, any contaminants, or pollutants. It shall not exceed six (6) inches in depth. The existing shoreline contour shall NOT be altered. Swim area fill material shall not be placed in water deeper than four (4) feet unless specified by this permit.

6. Dredging is not authorized by this permit.
7. All fill/backfill shall consist of clean inert material that will not cause siltation nor contain soluble chemicals, organic matter, pollutants, or contaminants. All fill shall be contained in such a manner so as not to erode into any surface water, floodplain, or wetland. All raw areas associated with the permitted activity shall be stabilized with sod and/or seed and mulch, riprap, or other technically effective methods as necessary to prevent erosion.
8. Upon completion of the project, the disturbed wetland areas shall be restored to the original contour elevation, revegetated and reseeded with species native to Michigan appropriate to the site, and mulched to prevent erosion.
9. Dock(s) or pier(s) shall be of open construction without fill, maintaining free water movement and circulation.
10. The dock must be located such that boat dockage shall not interfere with riparian rights.
11. The proposed dockage structures shall be anchored.
12. Additional attachments to permitted structures, including but not limited to roofs, sidewalls, handrails, benches, decks, docks, piers, or extensions thereof, are not authorized by this permit.
13. During removal or repair of the existing structure, every precaution shall be taken to prevent debris from entering any watercourse. Any debris reaching the watercourse during the removal and/or reconstruction of the structure shall be immediately retrieved from the water. All material shall be disposed of in an acceptable manner consistent with local, state, and federal regulations.
14. Authority granted by this permit does not waive permit or program requirements under Part 91 of the NREPA or the need to acquire applicable permits from the CEA. To locate the Soil Erosion Program Administrator for your county, visit [www.mi.gov/deqstormwater](http://www.mi.gov/deqstormwater) and select "Soil Erosion and Sedimentation Control Program" under "Related Links."
15. The authority to conduct the activity as authorized by this permit is granted solely under the provisions of the governing act as identified above. This permit does not convey, provide, or otherwise imply approval of any other governing act, ordinance, or regulation, nor does it waive the permittee's obligation to acquire any local, county, state, or federal approval or authorization necessary to conduct the activity.
16. No fill, excess soil, or other material shall be placed in any wetland, floodplain, or surface water area not specifically authorized by this permit, its plans, and specifications.
17. This permit does not authorize or sanction work that has been completed in violation of applicable federal, state, or local statutes.
18. The permit placard shall be kept posted at the work site, in a prominent location at all times for the duration of the project, or until permit expiration.
19. This permit is being issued for the maximum time allowed and no extensions of this permit will be granted. Initiation of the construction work authorized by this permit indicates the permittee's acceptance of this condition. The permit, when signed by the MDEQ, will be for a five-year period beginning on the date of issuance. If the project is not completed by the expiration date, a new permit must be sought.

20. Upon signing by the permittee named herein, this permit must be returned to the MDEQ's Water Resources Division, Lansing District Office, for final execution. This permit shall become effective on the date of the MDEQ representative's signature.

Permittee hereby accepts and agrees to comply with the terms and conditions of this permit.

X Joseph L. Perri Jr. 10/22/18  
 Permittee Date

X Joseph L. Perri Jr. owner  
 Printed Name and Title of Permittee

Issued By: Jeff Pierce  
 Jeff Pierce  
 Lansing District Office  
 Water Resources Division  
 517-416-4297

cc: Genoa Township Clerk  
 Livingston County Drain Commissioner  
 Livingston County  
 Sherry Slocum, Holland Engineering



## NOTICE OF AUTHORIZATION

Permit Number: WRP013999 v. 1  
Site Name: 47-4501 Oak Pointe Dr-Brighton-Perri island

Date Issued: October 24, 2018  
Expiration Date: October 24, 2023

The Michigan Department of Environmental Quality, Water Resources Division, P.O. Box 30458, Lansing, Michigan 48909-7958, under provisions of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended; specifically:

- Part 301, Inland Lakes and Streams.
- Part 303, Wetlands Protection.

Authorized activity:

Place approximately 116 cubic yards of clean sand fill to construct an approximately 40-foot long by 40-foot wide beach area in 0.036 acre of wetland. Place approximately 29 cubic yards of fill materials, consisting of at least 50% peastone, with the balance being sand, in an area 40-feet by 10-feet to extend beach area onto bottomland of West Crooked Lake. Construct a permanent 40-foot long by 6-foot wide elevated, open pile boardwalk through wetland to facilitate access to a seasonal dock. Replace an existing dock with a new permanent 56-foot long by 4-foot wide elevated, open pile dock with a 15-foot long by 10-foot wide platform. Use an approximately 0.008 acre area of wetland as landing area for boats and construction equipment. The activities will impact a total of 0.044 acre of wetland.

All work shall be completed in accordance with the attached plans and the specifications of this permit.

To be conducted at property located in: Livingston County, Waterbody: West Crooked Lake Section 28, Town 02N, Range 05E, Genoa Township.

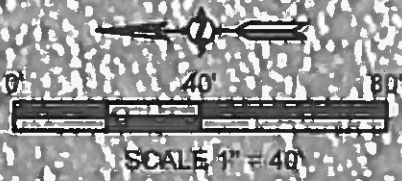
Permittee:  
Mr. Joseph Perri  
6870 Grand River Avenue  
Brighton, MI 48114

A handwritten signature in black ink, appearing to read 'Jeff Pierce', with a long horizontal flourish extending to the right.

Jeff Pierce  
Lansing District Office  
Water Resources Division  
517-416-4297

*This notice must be displayed at the site of work.  
Laminating this notice or utilizing sheet protectors is recommended.*  
Please refer to the above permit number with any questions or concerns.

DEQ-WRD  
WRP013999 v.1.0  
Approved  
Issued 47n: 10/24/2018  
Expires On: 10/24/2023



WEST CROOKED LAKE

PROPOSED 4  
(SEE DETAIL)

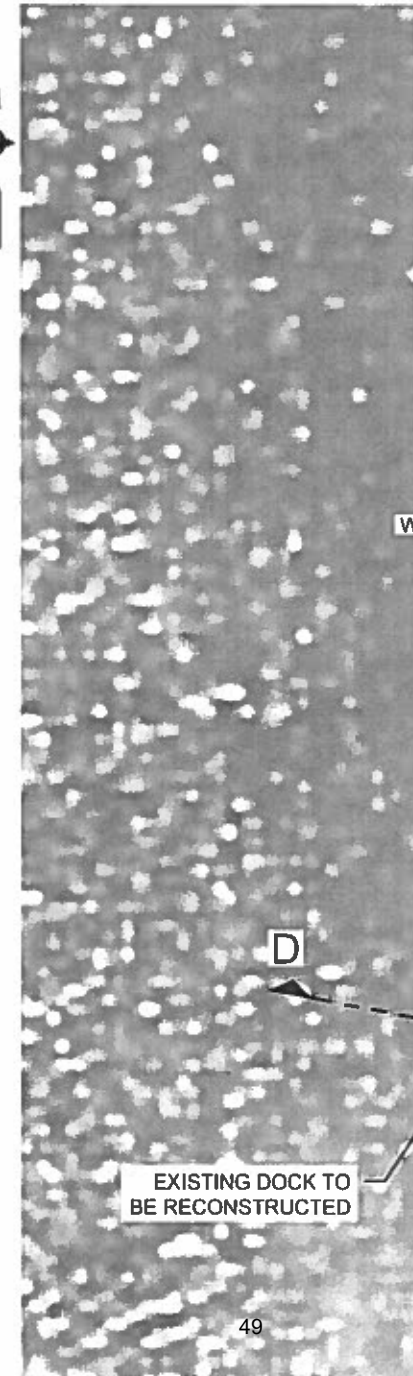
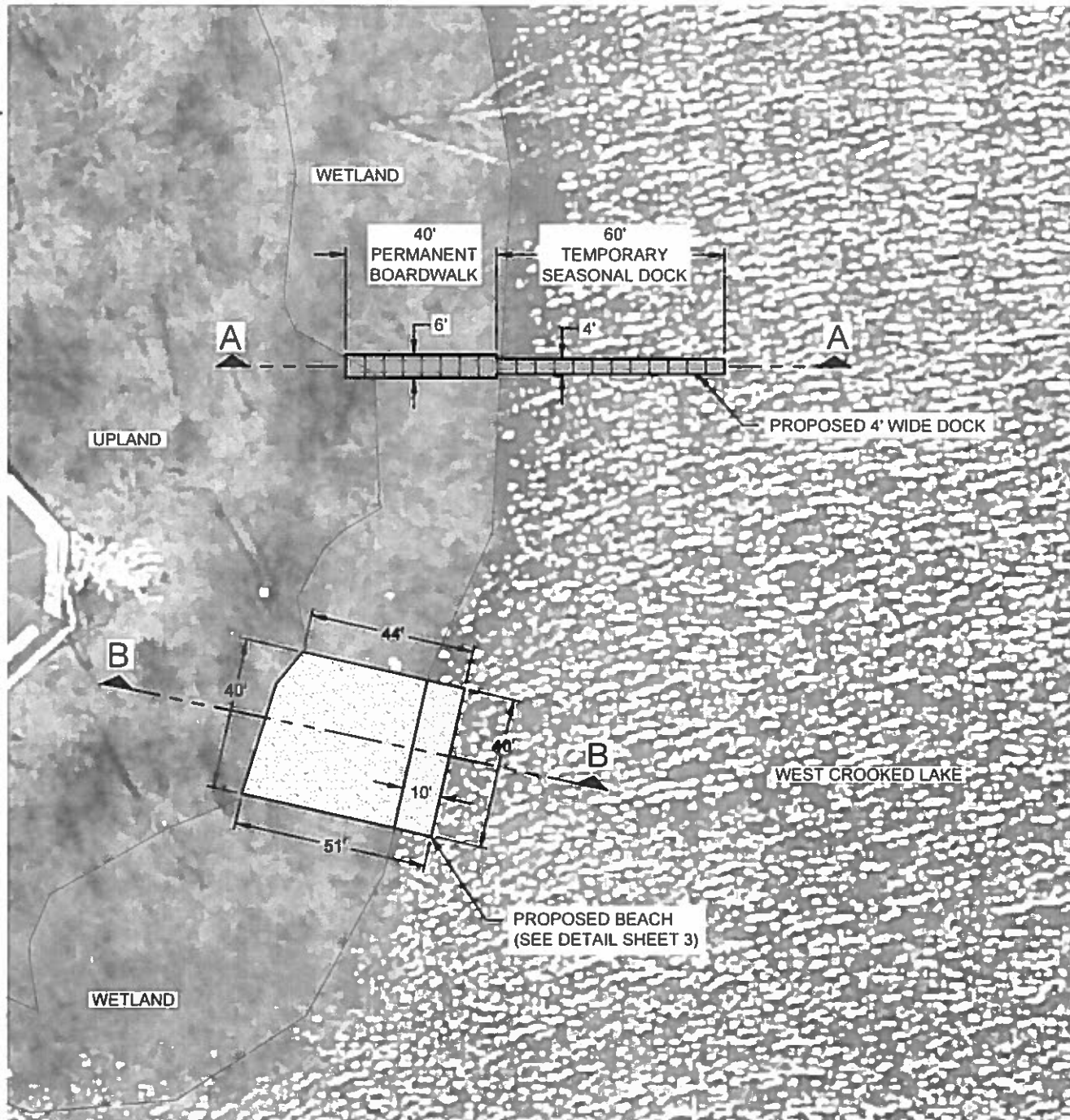
WETLAND

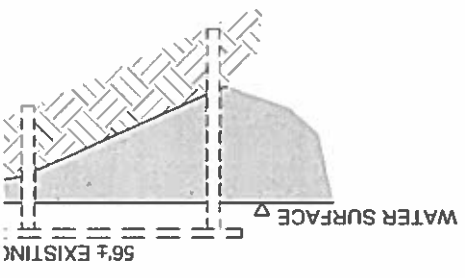
UPLAND

WEST CROOKED LAKE

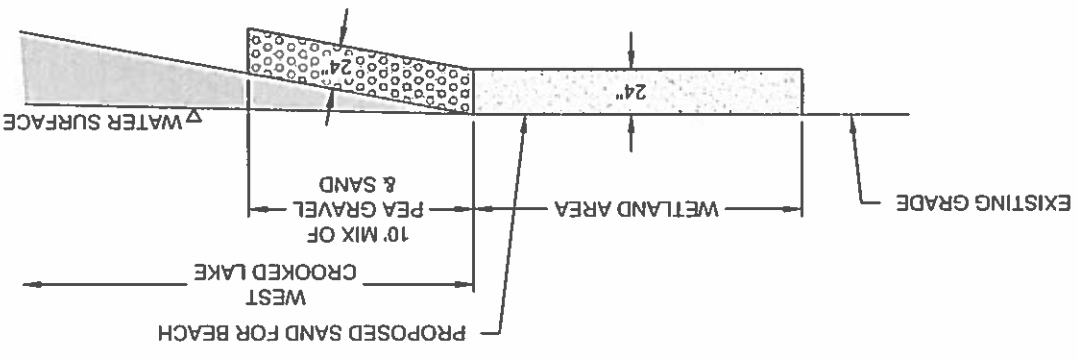
PROPOSED UTILITY  
ENTRANCE



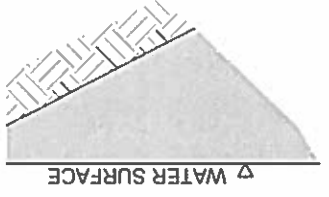




DEPTH (IN)	WIDTH (FT)	LENGTH (FT)	TOTAL AREA (AC)	TOTAL (CU YD)
WETLAND IMPACT VOLUMES				

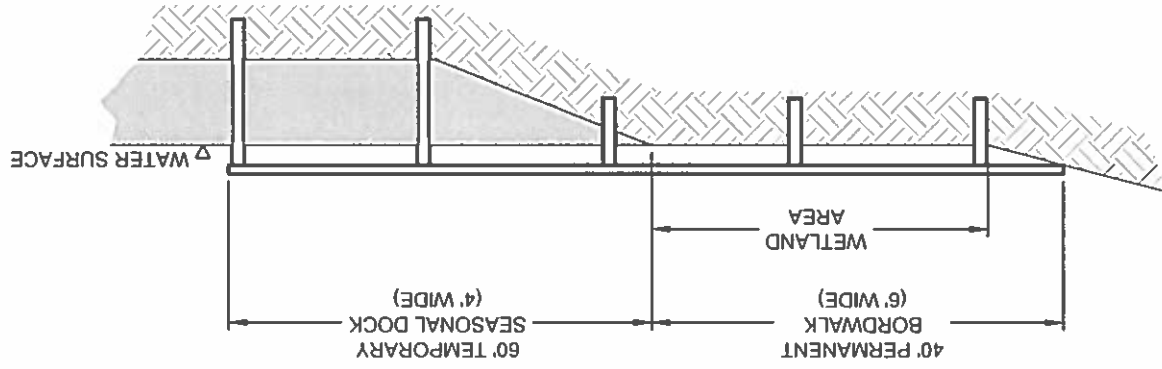


DEPTH (IN)	0
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SECTION A-A  
NO SCALE

WETLAND IMPACT	WIDTH (FT)	LENGTH (FT)
	4-6	40





To Board 11/5/18

RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
PUBLIC SERVICE COMMISSION

SHELLY EDGERTON  
DIRECTOR

NORM SAARI  
COMMISSIONER

SALLY A. TALBERG  
CHAIRMAN

RACHAEL EUBANKS  
COMMISSIONER

October 15, 2018

To Cities/Villages/Townships:

This letter is being sent to franchise entities (municipalities) within the state of Michigan regarding Public Act 480 of 2006, the Uniform Video Services Local Franchise Act (the Act). The Michigan Public Service Commission (MPSC) is the agency designated to implement the Act. Pursuant to Section 12(2) of the Act, the MPSC shall file an annual report to the Governor and Legislature that includes information on the status of video service competition in Michigan.

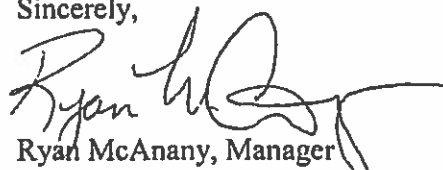
To assist MPSC Staff with gathering information for the report, please complete our electronic survey, which is located at [michigan.gov/mpsc](http://michigan.gov/mpsc). Beginning **October 19, 2018**, click on the Video/Cable link on the left side of the webpage and look for the survey in the Spotlight section. Please submit your responses to the survey by **November 16, 2018**. *Please note that the survey will not be available on the website after November 16, 2018.*

The survey is quick and easy and should take only a few minutes of your time. It is important that MPSC Staff receives feedback from franchise entities. Your feedback will help to provide MPSC Staff with a better insight of the video/cable issues that may be occurring in your community. While MPSC Staff cannot provide you with answers to the survey questions, please contact me if you require clarification regarding the questions being asked.

In addition to the survey, please find attached two Consumer Tips that provide information regarding filing a video/cable complaint with the MPSC. One is relevant to customers, the other to a municipality. We would encourage you to share this information with your residents. You may also find the complaint information online at [michigan.gov/mpsc](http://michigan.gov/mpsc) by clicking on the Video/Cable link. You may consider posting the MPSC contact information and/or a link to our Consumer Tips to your community's webpage.

Your cooperation in submitting your survey answers to our office is greatly appreciated. Should you have any questions, please contact Jennifer Callahan at (517) 284-8205 or by email at [callahanj@michigan.gov](mailto:callahanj@michigan.gov).

Sincerely,



Ryan McAnany, Manager  
Telecommunications Division

Attachments

## Filing a Video/Cable Complaint

Spotlight

### The MPSC's role in handling video/cable television complaints

On December 21, 2006, Governor Granholm signed legislation to promote competition for video services in the state of Michigan. Public Act 480 of 2006, or as it is more commonly known, the "Uniform Video Services Local Franchise Act" charges the Michigan Public Service Commission (MPSC) with implementing the Act. The MPSC now has the responsibility to handle cable inquiries and complaints.

### Are you having a problem with your video/cable television provider?

If you are experiencing problems with your provider, you should first contact your provider and attempt to resolve your dispute with them.

### Not satisfied? File an informal complaint with the MPSC

If you are dissatisfied with the provider's response, or the dispute is not resolved to your satisfaction, you may file an informal complaint with the MPSC.

### How does the informal complaint process work?

- A customer contacts the MPSC with a video/cable television complaint.

- MPSC Staff forwards the complaint to the provider & informally mediates (if necessary) between the provider and the customer.

The provider is allowed up to 10 business days (under normal circumstances) to respond and provide a detailed resolution to both the customer and the MPSC.

### Still not satisfied? File a formal complaint and request a hearing

If you remain dissatisfied even after the Staff has completed the informal complaint process, you may file a Formal Complaint.

A customer will be permitted to file a formal complaint *only after*:

- the informal complaint process has been completed; and
- a satisfactory resolution has not been reached between the provider and the customer.

To request a formal hearing, prepare a letter of complaint explaining the problem. Send the original and seven (7) copies of the letter/complaint to the MPSC at the following address:

Executive Secretary  
MPSC  
P.O. Box 30221  
Lansing, MI 48909

The written complaint must contain the following information:

- customer name, address, telephone number, and signature;
- the name and address of the provider with whom there is a disagreement;
- the location/address of the disputed action;
- the time and dates of the disputed actions;
- a description of exactly what happened – include all details, the names and addresses of any persons involved, disputed charges and costs.

Identify the specific section(s) of the Video Act that are alleged to have been violated and state sufficient facts to support the alleged violation(s). Specify the relief requested.

#### Next Action

MPSC Staff will review the formal complaint, and if the disputed amount is under \$5,000 and all required information is included, the Commission shall appoint a mediator within seven (7) business days of the date the complaint is filed. Mediation may include a review of the complaint and discussions with the customer and company. If through this process the customer and company are still unable to agree, the mediator will issue a recommended solution within 30 days from the date of appointment. The customer and company have 10 days to either accept or reject the recommendation. If the customer or company rejects the solution, the complaint proceeds to a formal hearing. If the dispute involves an amount over \$5,000, it proceeds directly to a contested case hearing with no prior mediation.

#### Formal Complaint Hearing Process

A formal complaint hearing is a trial-like proceeding. This means that the customer, the cable company, and MPSC Staff will come before an administrative law judge. A formal complaint

proceeding is separate from any informal proceeding related to the problem that may have taken place. Lawyers represent the cable company. Customers may hire a lawyer, represent themselves (excluding some businesses), or bring someone to assist them. The customer must present information and witnesses, to prove or justify his/her position. The MPSC cannot provide a lawyer or pay any legal fees. After the hearing, the judge will issue a proposed decision. However, the MPSC will make the final decision, and will issue its decision in a MPSC order. During this process the customer and the company may continue to try to settle the problem. However, the MPSC must approve any agreement that is reached.

#### Required Costs

If the customer or company rejects the mediator's decision and is found by MPSC order to be at fault, that party will be responsible for the legal costs of the other party. If both the customer and the company reject the mediator's decision, each party pays their own legal costs.

#### For more information:

For more information about filing a complaint, PA 480, or the dispute resolution process, go to the MPSC website at: [michigan.gov/mpsc](http://michigan.gov/mpsc). Click on the [video/cable](#) button.

#### You may also contact the MPSC at:

Telecommunications Division  
Attn: Video Franchising  
P.O. Box 30221  
Lansing, MI 48909

Phone: (800) 292-9555  
Fax: (517) 284-8200

#### Filing Satellite Complaints

The Federal Trade Commission (FTC) at: (877) 382-4357 or [ftc.gov](http://ftc.gov) handles satellite complaints/inquiries.

## Dispute Resolution: Franchise Entity (Municipality) or Provider vs. Provider

### The Michigan Public Service Commission's (MPSC) role in informal and formal video/cable television complaints:

Public Act 4 of 2009 — Providing a dispute resolution process for complaints between municipalities or providers and cable providers.

#### Who can file an informal complaint on behalf of a municipality/provider?

A municipality/provider may speak on behalf of itself when filing an informal complaint. Legal representation is not required until a formal complaint is filed.

#### What does a municipality/provider need to do to file an informal complaint?

The municipality/provider shall file a written notice of the dispute with the MPSC.

#### What information is required in the notice of dispute?

- Identifying the nature of the dispute.
- Language that requests an informal dispute resolution process.
- Language stating the other party has been served the notice of the dispute.

#### What happens after the notice is filed?

Commission staff will conduct an informal

mediation with both parties in an attempt to resolve the dispute.

#### What if the dispute is not resolved with informal mediation?

If a satisfactory resolution to the dispute is not achieved any named party in the complaint may file a formal complaint.

#### How does the formal complaint process begin?

A representative submits the following, in writing, to the commission:

- Information that states the section(s) of the public act or franchise agreement that was allegedly violated.
- Sufficient facts to support the allegations.
- The relief requested.
- All information— testimony, exhibits and other documents— in possession the party intends to rely on to support the complaint.

#### How does the formal complaint process proceed?

- Once the complaint is filed each party has ten days to agree on alternative means to resolve the complaint.
- If no agreement is reached within 10 days, the Commission shall order mediation.
- Within 60 days from the date mediation is ordered, the mediator shall issue a recommended settlement.

### What happens after the proposed settlement is presented?

- Each party shall file, with the Commission, a written acceptance or rejection of the recommended settlement within 7 days.
- If the parties accept the recommendation, then the recommendation shall become the final order.
- If a party rejects or fails to respond within 7 days to a proposed settlement, then the complaint will proceed to a contested case hearing.
- A party that rejects the recommended settlement shall pay the opposing party's actual costs of proceeding to a contested case hearing.

### What is the format of a contested case hearing?

A contested case hearing is provided under section 203 of the Michigan telecommunications act, 1991 PA 179, MCL 484.2203

[www.legislature.mi.gov/\(S\(ytxbgg55qxrifz45wc3nmuiim\)\)/mileg.aspx?page=GetMCLDocument&objectname=mcl-484-2203a](http://www.legislature.mi.gov/(S(ytxbgg55qxrifz45wc3nmuiim))/mileg.aspx?page=GetMCLDocument&objectname=mcl-484-2203a)

### For more information:

For more information about filing a formal complaint, Public Act 480, or the dispute resolution process (PA 4 of 2009), go to the MPSC website at: [michigan.gov/mpsc](http://michigan.gov/mpsc); click on the [video/cable](#) tab.

### You may also contact the MPSC at:

Telecommunications Division  
Attn: Video Franchising  
7109 W. Saginaw Hwy.  
P.O. Box 30221  
Lansing, MI 48909

Phone: (800) 292-9555

Fax: (517) 284-8200

### Online Formal Complaint Form:

Complaints can be filed online via the video/cable web site.

[michigan.gov/mpsc/complaints](http://michigan.gov/mpsc/complaints)

Cromaine District Library  
Regular Board Meeting  
Thursday, September 20, 2018

APPROVED

Members Present: Cafmeyer, DeRosier, Lewis, Naylor, Oemke, Sargent  
Members Absent: Thompson  
Staff Present: Stefanie Furge, Marta Jackson (for part), Ceci Marlow, Barbara Rentola,  
Josh Schu (for part)  
Guests Present: None

- I. President Lewis called the meeting to order at 6:58 p.m. in the Community Room of the Cromaine Village Library.
- II. **Approval of agenda** Agenda Approval  
Member Cafmeyer moved to approve the agenda, seconded by Member DeRosier. Passed unanimously.
- III. **Approval of Consent Calendar** Consent Calendar Approval  
Secretary Oemke moved to approve the consent agenda, seconded by Member Cafmeyer. Passed unanimously.
  - A. Approval of minutes, 8/16/2018
  - B. Acknowledge receipt of the August Financial Report and payment of August invoices totaling \$73,088.15 and payroll obligations totaling \$72,213.97.
  - C. Director's Report
  - D. Committee Reports

Community Relations	September 4
Finance	September 13
Personnel	September 6
Planning	September 12
- IV. **Call to the Public** Marta Jackson responded with "happy to be here!" Call to the Public
- V. **Director's Report Update – Update, Comments & Questions from the Community** Director's Update  

The Director's verbal update was turned over to Marta Jackson and Josh Schu who gave a power point **recap of Summer Reading 2018**. [Staff, if you were absent and wish to see this, or want to relive the experience, let me know and we'll make it available.]

**Questions and Comments from the Trustees:** very impressive. President Lewis also asked if any of the trustees had noticed that on checkout receipts at the bottom, it states how much you saved today by using your library. Director Marlow noted that is only on receipts coming directly from CARL and is a CARL feature, and is not available on self-check receipts. President Lewis really likes this. Questions & Comments from the Trustees



**VI. Discussion**

**A. Review Board Bylaws**

Trustee DeRosier asked that we somehow spell out that remote attendance which has been added to Article V, Section 1, that there is some restriction as to how often and/or how many trustees at one time; else we could have a table of seven trustees on the phone or Skype. Director Marlow suggested an addition of "in exceptional circumstances" to the sentence about remote attendance. Trustees agreed and added that comment.

Review of Board Bylaws

**B. Review of Library Mission**

As this was just approved as part of the strategic plan adopted at the June 2018 meeting, no review was deemed necessary.

Review of Library Mission

**C. FY 2017-2018 Audit**

Treasurer Sargent noted that he wants to thank Director Marlow and her staff, particularly Barb Rentola, for the preparation of this audit. Preparation has gotten better and better, but this year the audit was really "smooth." President Lewis commended the very satisfactory audit results.

Audit

**D. Strategic Plan 2018-2022: Learn, Discover, Connect**

The trustees reviewed the marketing materials attached to the Planning Committee minutes. Trustee DeRosier wants the cross-hatching removed as it makes pages 3 and 4 difficult to read. Trustee Cafmeyer and President Lewis concurred. Director Marlow will retrieve the editable files from Library Strategies as of this day; their work was completed and paid for. (There will be a follow on the plan, mid-point, but marketing is not part of that.) Director Marlow noted that one of the documents attached to the Planning Committee minutes is for the board to look at the progress of the plan each month. President Lewis also called attention again to Goal 2, Strategy 3 about making the Youth Program Room in particular more available to the public. Director Marlow and Trustee DeRosier concurred that this room must be saved for library programming and not available to be booked by the public. More library programs can be offered there, but often the room is set up for Youth programming and, while it might look empty, it is part of the program's booking time to preserve that space so that it can be an even richer experience. President Lewis stated that she does not like to see this space unused. Director Marlow stated that it is used heavily, but once the space is included for public booking, we lose the ability to offer and to host on the spur of the moment opportunities like Author Steve Hamilton, particularly since we currently allow private bookings far earlier than 90 days.

Strategic Plan 2018-2022

**E. Board Introductions**

The trustees went around the table and introduced themselves to each other noting when they joined the Board and how and their relationship to libraries and Cromaine specifically. President Lewis read aloud Vice President's bio from the 2014 election.

Board Introductions

**F. Community Relations Committee Policy Review**

The trustees reviewed the policies and had no additional revisions. Trustee DeRosier appreciated the addition of the Wi-Fi hot spots to the lending equipment section.

Community Relations Committee Policy Review

**G. Annual Report FY 2017-2018**

Treasurer Sargent noted that it was very good to read. President Lewis agreed. Director Marlow noted that since this does not include a compilation of all the comments which are now reported monthly, she did state in the cover letter to the townships', schools, and Chamber that she will be happy to send a compilation of them upon request.

Annual Report FY 2017-2018

**VII. Decision**

**A. Resolution 2018-15, Revise Board Bylaws**

Member DeRosier moved to approve Resolution 2018-15, Revising Board Bylaws with the one change noted in discussion, Member Cafmeyer seconded. A roll call vote was taken for approval of the resolution. Ayes: Cafmeyer, DeRosier, Lewis, Naylor, Oemke, Sargent Nays: None APPROVED

Resolution 2018-15 Revising Board Bylaws

**B. Motion to Accept FY 2017-2018 Audit**

Treasurer Sargent moved to approve the FY 2017-2018 audit as presented for approval from the Finance Committee, Member Cafmeyer seconded. APPROVED

Motion to Accept Audit

**C. Resolution 2018-16, Revise Policy 2010, Use of Library Services**

Member Cafmeyer moved to approve Resolution 2018-16, Revise Policy 2010 - Use of Library Services with the change noted in discussion, Member DeRosier seconded. A roll call vote was taken for approval of the resolution Ayes: Cafmeyer, DeRosier, Lewis, Naylor, Oemke, Sargent Nays: None APPROVED

Resolution 2018-16 Revising Policy 2010

**VIII. Information**

Upcoming meeting dates include:

October 2	Community Relations Committee, 10 am, Director's Office
October 4	No Personnel Committee meeting due to another. Next Personnel Committee meeting planned for November 1, 6:30 pm, Director's Office (Unable to attend: Kathleen Oemke)
October 4	7:00 pm Joint Partners in Progress Boards' meeting in the Professional Development Center at the Hartland Consolidated Schools Educational Services Support Center (old Hartland high school) on M-59. Refreshments will be available.
October 10	Planning Committee, 1:00 am, Director's Office (Unable to attend: Holly Naylor)
October 10	7:00 pm Livingston County Directors & Trustees Dinner & Education, Fowlerville District Library, 141 S. Grand River Avenue, Fowlerville. (Unable to attend: Mary Cafmeyer, Kate DeRosier, Nancy Lewis, Holly Naylor)

Upcoming Meeting Dates

October 11	Finance Committee, 2:00 pm., Director's Office
October 18	Board of Trustees meeting, 7 pm, Village Community Room

**Other dates of note shared by trustees on behalf of the community:**

- Wednesday, October 3, 6:30 pm Hartland SOUP at the Hartland United Methodist Church, corner of Washington and Maple/Hibner. (more information here: <https://www.facebook.com/HartSOUP/>)
- Saturday, October 13, 9:00 am-noon - The Livingston County Baby Fair at LESA, 1425 W. Grand River Ave., Howell. An event for new and expectant parents (learn more here: <https://lacasacenter.org/baby-fair/>)
- Thursday, October 18, 6:30-9:00 pm - The chambers of Livingston County and the League of Women Voters for Howell and Brighton sponsor a candidates forum at the Hartland Consolidated Schools Educational Service Support Center on Highland Road. (more information here: <https://thelivingstonpost.com/ask-the-candidates-were-collecting-questions-for-the-upcoming-forum/>)

**IX. Agenda Items for Next Meeting**

Agenda Items  
for Next  
Meeting

- A. Review of first-quarter statistics
- B. Library closing calendar for 2019
- C. Strategic Plan 2018-2022
- D. Board education moment
- E. Policy Review
  - 1010 – Cooperation with Libraries & Other Organizations (Planning)
  - 6001 – Fund Balance Policy (Finance)
  - 6002 – Revenue Distribution & Fund Accounting (Finance)
  - 6003 – Fixed Assets Capitalization (Finance)
  - 6004 – Gifts to the Library (Finance)

**X. Call to the Public had no response.**

Public Call

**XI. Motion by Member DeRosier seconded by Treasurer Sargent to adjourn at 8:06 pm.**

Adjournment

**KATHLEEN OEMKE, SECRETARY**

Barbara Rentola, Recording Secretary  
Cromaine District Library Board

Documents distributed to the Board for/at this meeting:

- 8/18/18 Proposed Minutes
- August 2018 Financial Reports & Checks Issued Totals
- August 2018 CDL Investment Performance Report
- Director's Report 9/20/18
- CDL Statistics for August 2018 & updated CDL 4-year Circulation Graph

September 20, 2018

- Patron Comments Received August 2018
- Community Relations Committee Minutes, 9/4/18, w/revised copy of Policy 2010 attached
- Finance Committee Action/Decision List, 9/13/18
- Personnel Committee Minutes, 9/6/18, w/revised copy of Board Bylaws attached
- Planning Committee Minutes, 9/12/18, w/strategic plan summary attached
- CDL Implementation Plan Draft 2018-2022 & Progress report form
- Resolution 2018-15, Revise Board Bylaws
- Resolution 2018-16, Revise Policy 2010-Use of Library Services
- CDL FY 2017-2018 Annual Report
- CDL FY 2017-2018 Audit
- August 2018 *Board & Administrator*