

Agenda for the
Allendale Charter Township Board Meeting
Monday, November 14, 2022, 6:00pm

Members Present:

Members Absent:

Guests Present:

Meeting called to order

- Invocation given by Jody Hansen
- Pledge of Allegiance
- Approve Agenda
- Consent Agenda
 - Approval of the October 24, 2022 Regular Board Meeting Minutes
 - Bills
 - Interim Bills
 - Recycling Service for the Township Hall
- For information
 - Minutes of the October 17, 2022 Planning Commission Meeting
 - Minutes of the October 18, 2022 Downtown Development Authority Meeting
 - Minutes of the October 20, 2022 Library Advisory Board Meeting
 - October Monthly Fire Department Report
 - Budget Amendments
 - Resolution 2022-19: 2023 Proposed Budget
- Public Hearings
 - 2023 Proposed Budget
- Public Comments
- Guest Speakers
 - County Commissioner Greg DeJong
 - Chad Doornbos, Public Utility Superintendent: Cost of Service Study
- Action Items
 - Dewpointe West Phase 4 Streetlight Agreement
 - Resolution 2022-17: Authorization for Change in Standard Lighting Contract
 - Streetlight Assessment Contract
 - Resolution 2022-18: PA 152 Annual Health Insurance Contribution
- Discussion Items
 - Water Utility Agreement with Blendon Township

- Extension of DDA TIF
- Strategic Planning
- Public Comments
- Board Comments
- Future Agenda Items
- Adjournment

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- File location: www.allendale-twp.org → Agendas and Minutes → Agendas: Township Board

**PROPOSED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
OCTOBER SESSION 2nd DAY**

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, October 24, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present at Roll Call: Mr. Murillo; Mr. Zeinstra; Ms. Vander Veen; Mr. Vander Wall; Ms. Hansen; and Mr. Elenbaas. (6)

Absent at Roll Call: Ms. Kraker (1)

Staff and Guest Present: Sergeant Cal Keuning, Ottawa County Sheriff; Tim Van Bennekom, Finance Director; Chad Doornbos, Public Utilities Superintendent; Jeff VanLaar, Excel Engineering; Merwyn Koster, Biltmore LLC; and Mitch Johnson.

Mr. Elenbaas pronounced the invocation.

Mr. Elenbaas led in the Pledge of Allegiance to the Flag of the United States of America.

BOT 22-181 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 22-182 Ms. Vander Veen moved to approve the following Consent Resolutions; Mr. Zeinstra moved to approve with the suggested correction, as outlined below, on the October 10, 2022, Board of Trustees meeting minutes:

1. To approve the Minutes of the October 10, 2022, Board of Trustees meeting, with the following amendment: to correct Action Item BOT 22-178 by removing "July 4, 2023, contract" and replacing with "Independence Day Fireworks contract".
2. To approve the general claims in the amount of \$1,075,209.99 and interim payments of \$115,895.09, as presented by the summary report for October 25, 2022.

The motion passed.

Items Received for Information

1. September Finance Report
2. Minutes of the October 3, 2022, Planning Commission Meeting
3. Minutes of the October 10, 2022, Election Commission Meeting
4. September Sheriff's Department Report
5. Administrative Assistant Job Update

Public Hearings- None

Public Comments

Comments were received from:

1. Mitch Johnson

BOT 22-183 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Tim Van Bennekom, Finance Director provided the following budget information:

1. Revenue Accounts
2. Expenditures
3. Fund Balance
4. Excess Fund: Potential Uses
5. Capital Improvement, One Time Projects Fund Requests
6. Investment Options

Action Items

BOT 22-184 Mr. Vander Wall moved to set the 2023 Budget Hearing Date to November 14, 2022. The motion passed.

BOT 22-185 Mr. Zeinstra moved to approve the Springfield North Final Preliminary Plat. The motion passed.

Discussion Items

Mr. Elenbaas informed the board that the Downtown Development Authority will expire at the end of 2023 if the board doesn't extend the DDA TIF. Mr. Elenbaas requested the board start considering what direction they would like to take with the DDA.

Several board members had questions and comments.

Public Comments -None

BOT 22-186 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas provided the board with an overview of the research that was done for the tree preservation request received by resident Mitch Johnson. He indicated that the Tree City program may have some concerning mandates about what owners can and cannot do with their trees. He stated there may be alternative options for supporting tree preservation ideas.

Ms. Hansen informed the board that the satellite clerk's office at GVSU is open October 24, 2022, through November 8, 2022. She informed the board that new ballot drop box regulations were recently made and the necessary changes were made to ensure Allendale Township complies with those regulations. She indicated that although pre-processing of absentee ballots has been authorized by the state, Allendale Township will not be participating. She feels the ballots can be processed on election day by amending the start time of the absentee counting boards.

BOT 22-187 Mr. Murillo moved to adjourn the meeting at 7:10 p.m. The motion passed.

Jody L. Hansen, Clerk
Of the Township of Allendale

Adam Elenbaas, Supervisor
Of the Township of Allendale

INVOICE GL DISTRIBUTION REPORT FOR ALLENDALE CHARTER TOWNSHIP
 EXP CHECK RUN DATES 10/26/2022 - 11/15/2022
 UNJOURNALIZED
 OPEN

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 000.000 REVENUE					
101-000.000-123.000	Prepaid Expense	GRAND VALLEY METRO COUNC	2023 TRANSPORTATION DUES	5,953.00	
101-000.000-123.000	Prepaid Expense	GRAND VALLEY METRO COUNC	2023 MEMBER DUES	7,177.00	
101-000.000-123.000	Prepaid Expense	MICHIGAN ASS'N OF FIRE C	ANNUAL MEMBERSHIP RENEWAL	245.00	
101-000.000-123.000	Prepaid Expense	MICHIGAN STATE FIREMEN'S	ANNUAL MEMBERSHIP RENEWAL	75.00	
101-000.000-123.000	Prepaid Expense	STATE TAX COMMISSION	ASSESSOR CERTIFICATION RENEWAL - GALL	175.00	
101-000.000-123.000	Prepaid Expense	STATE TAX COMMISSION	ASSESSOR CERTIFICATION RENEWAL - GORN	175.00	
101-000.000-123.000	Prepaid Expense	STATE TAX COMMISSION	ASSESSOR CERTIFICATION RENEWAL - MCGO	50.00	
101-000.000-123.000	Prepaid Expense	STATE TAX COMMISSION	ASSESSOR CERTIFICATION RENEWAL - VANB	50.00	
101-000.000-222.000	Due To County	OTTAWA COUNTY TREASURER	DOG LICENSES - OCTOBER	111.00	
101-000.000-222.000	Due To County	OTTAWA COUNTY TREASURER	MOBILE HOMES TAX - OCTOBER	253.50	
101-000.000-225.000	Due To Schools	OTTAWA COUNTY TREASURER	MOBILE HOMES TAX - OCTOBER	1,014.00	
101-000.000-231.000	DEFERRED COMP PAYABLE	ALERUS RETIREMENT SOLUTI	MERS DC & 457 PLANS - OCTOBER	1,059.81	
101-000.000-231.010	401A PAYABLE	ALERUS RETIREMENT SOLUTI	MERS DC & 457 PLANS - OCTOBER	9,246.23	
101-000.000-284.222	CENTENNIAL FARM-SITE CONDO	FLEIS & VANDENBRINK ENG'	SITE PLAN REVIEW - CENTENNIAL FARMS	187.50	
101-000.000-284.223	SPRINGFIELD NORTH-BILTMORE-CHUR	FRESH COAST PLANNING LLC	PLANNING SERVICES - OCTOBER	48.00	
101-000.000-284.224	STATION 45-2022 SLU	FRESH COAST PLANNING LLC	PLANNING SERVICES - OCTOBER	12.00	
101-000.000-284.228	ALDI	FRESH COAST PLANNING LLC	PLANNING SERVICES - OCTOBER	252.00	
101-000.000-284.231	GRIFFIOEN SLU-10259 52ND AVE	FRESH COAST PLANNING LLC	PLANNING SERVICES - OCTOBER	576.00	
101-000.000-284.232	TOMMY'S EXPRESS-QCW ENTERPRISES	FLEIS & VANDENBRINK ENG'	SITE PLAN REVIEW - TOMMY'S EXPRESS	237.50	
101-000.000-284.232	TOMMY'S EXPRESS-QCW ENTERPRISES	FRESH COAST PLANNING LLC	PLANNING SERVICES - OCTOBER	576.00	
101-000.000-284.233	MARCUSSE OFFICE BLDG	FLEIS & VANDENBRINK ENG'	SITE PLAN REVIEW - MARCUSSE OFFICE BL	712.50	
101-000.000-284.233	MARCUSSE OFFICE BLDG	FRESH COAST PLANNING LLC	PLANNING SERVICES - OCTOBER	24.00	
101-000.000-284.234	11126 52ND-EAGLE ROCK VENTURES	FRESH COAST PLANNING LLC	PLANNING SERVICES - OCTOBER	132.00	
101-000.000-284.235	PEARLINE ESTATES	FLEIS & VANDENBRINK ENG'	SITE PLAN REVIEW - PEARLINE ESTATES	247.50	
101-000.000-284.235	PEARLINE ESTATES	FRESH COAST PLANNING LLC	PLANNING SERVICES - OCTOBER	240.00	
101-000.000-284.236	BIGGBY (5195 LMD)	FLEIS & VANDENBRINK ENG'	SITE PLAN REVIEW - BIGGBY COFFEE	299.75	
101-000.000-284.236	BIGGBY (5195 LMD)	FRESH COAST PLANNING LLC	PLANNING SERVICES - OCTOBER	72.00	
101-000.000-284.237	RUSK LAKE MINING-SLU	FRESH COAST PLANNING LLC	PLANNING SERVICES - OCTOBER	336.00	
101-000.000-284.238	11500 56TH REZONE	FRESH COAST PLANNING LLC	PLANNING SERVICES - OCTOBER	180.00	
101-000.000-284.239	BAKALE SLU-MINING	FRESH COAST PLANNING LLC	PLANNING SERVICES - OCTOBER	408.00	
101-000.000-284.240	52ND AVE REZONE-SUCHOWIAN	FRESH COAST PLANNING LLC	PLANNING SERVICES - OCTOBER	192.00	
101-000.000-402.000	REAL PROPERTY TAXES	OTTAWA COUNTY TREASURER	4TH QTR TAX ADJUSTMENTS	357.92	
101-000.000-445.000	PENALTIES AND INTEREST	OTTAWA COUNTY TREASURER	4TH QTR TAX ADJUSTMENTS	209.92	
101-000.000-447.000	TAX ADMIN FEE	OTTAWA COUNTY TREASURER	4TH QTR TAX ADJUSTMENTS	7.29	
101-000.000-659.000	LIBRARY FINES/MISC	JOYCE CNOSSEN	BOOK ON CD REFUND	30.01	
101-000.000-667.000	Hall Rental Income	FARM BUREAU WESTERN REGI	AUDITORIUM RENTAL REFUND	80.00	
Total For Dept 000.000 REVENUE				31,002.43	
Dept 171.000 Supervisor					
101-171.000-802.000-CELLPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - OCTOBER	22.91	
Total For Dept 171.000 Supervisor				22.91	
Dept 191.000 FINANCE/ACCT					
101-191.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	MMTA	MMTA IN THE UP SEMINAR - VANBENNEKOM	99.00	
Total For Dept 191.000 FINANCE/ACCT				99.00	
Dept 215.000 CLERK					
101-215.000-802.000-CELLPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - OCTOBER	45.82	
101-215.000-900.000	PRINTING, PUBLISHING, & POSTAGE	MLIVE MEDIA GROUP	GR PRESS DISPLAY ADS - OCTOBER	606.86	
Total For Dept 215.000 CLERK				652.68	
Dept 248.000 ADMINISTRATION					
101-248.000-732.000	SUPPLIES	STAPLES	DIVIDERS; BINDER CLIPS; PAPER	60.67	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 248.000 ADMINISTRATION					
101-248.000-732.000	SUPPLIES	STAPLES	DIVIDERS; WHITE OUT	36.14	
101-248.000-732.000	SUPPLIES	STAPLES	OFFICE SUPPLIES	75.73	
101-248.000-802.000	Contracted Services	WEST MICHIGAN DOCUMENT S	SECURE SHREDDING SERVICE @ 10/26/22	45.00	
101-248.000-802.000	Contracted Services	WOLBRINK EDUCATION LLC	CPR & FIRST AID TRAINING	924.00	
101-248.000-802.000-ITMONT	Contracted Services	ADOBE INC	ADOBE LICENSE - FIELDS	68.37	
101-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	DISASTER RECOVERY - NOVEMBER	477.00	
101-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	I/T SERVICES - NOVEMBER	2,320.80	
101-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	ELECTION PRINTER ISSUES	544.00	
101-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	ELECTION PRINTER ISSUES	183.75	
101-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	MULTI-FACTOR AUTHENTICATION	268.20	
101-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	WIFI TEST @ TOWNSHIP HALL	360.00	
101-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	OFFICE 365 AZURE & MNGD CBR	66.96	
101-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	SET-UP PRINTER - ELIZABETH	73.50	
101-248.000-802.000-ITPROJ	Contracted Services	REHMANN TECHNOLOGY SOLUT	GDV ONBOARDING/ENGINEERING PROJECT MG	487.50	
101-248.000-900.000	PRINTING, PUBLISHING, & POSTAGE	PITNEY BOWES BANK INC PU	POSTAGE & SUPPLIES	699.80	
101-248.000-955.000	Miscellaneous	OTTAWA COUNTY CLERK	NOTARY RENEWAL - WIERSMA	10.00	
101-248.000-955.000	Miscellaneous	STATE OF MICHIGAN (NOTAR	NOTARY RENEWAL - WIERSMA	10.00	
101-248.000-955.000	Miscellaneous	VERIZON WIRELESS	CELL PHONE CHARGES - OCTOBER	5.78	
Total For Dept 248.000 ADMINISTRATION				6,717.20	
Dept 257.000 ASSESSOR					
101-257.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	DOOR HANGERS	28.04	
101-257.000-860.000	MILEAGE	CONNOR GALLIGAN	MILEAGE REIMBURSEMENT	12.50	
Total For Dept 257.000 ASSESSOR				40.54	
Dept 262.000 ELECTIONS					
101-262.000-732.000	SUPPLIES	AFFOGATO'S ICE CREAM AND	ELECTION TRAINING REFRESHMENTS	40.00	
101-262.000-802.000	Contracted Services	KCI (KENT COMMUNICATIONS	BALLOT PICK-UP POSTAGE	35.21	
101-262.000-802.000	Contracted Services	KCI (KENT COMMUNICATIONS	BALLOT PICK-UP POSTAGE	20.51	
101-262.000-802.000	Contracted Services	KCI (KENT COMMUNICATIONS	BALLOT PICK-UP POSTAGE	116.35	
Total For Dept 262.000 ELECTIONS				212.07	
Dept 265.000 BUILDING & GROUNDS					
101-265.000-732.000	SUPPLIES	MINER SUPPLY COMPANY INC	JANITORIAL SUPPLIES	314.00	
101-265.000-802.000-CELLPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - OCTOBER	22.91	
101-265.000-802.000-CELLPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - OCTOBER	11.56	
101-265.000-802.000-TELEPH	Contracted Services	ACENTEK	TELEPHONE CHARGES - OCTOBER	845.77	
101-265.000-863.000	FUEL	EXXONMOBIL PROCESSING CE	FUEL CHARGES	450.00	
101-265.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - NOVEMBER	1,251.91	
101-265.000-930.000	Maintenance	ALLENDALE TRUE VALUE HDW	MAINTENANCE SUPPLIES - TOWNSHIP DEPT	90.92	
101-265.000-930.000	Maintenance	AMAZON CAPITAL SERVICES	STAINLESS STEEL STANDOFF	51.90	
101-265.000-930.000	Maintenance	FAMILY FARM & HOME INC	MAINTENANCE SUPPLIES	72.63	
101-265.000-930.000	Maintenance	GRAINGER	MAINTENANCE SUPPLIES	202.81	
101-265.000-930.000	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	893.08	
Total For Dept 265.000 BUILDING & GROUNDS				4,207.49	
Dept 301.000 POLICE OFFICER					
101-301.000-802.000	Contracted Services	OTTAWA COUNTY FISCAL SER	SHERIFF DEPT SERVICES - OCTOBER	4,000.18	
101-301.000-802.000	Contracted Services	OTTAWA COUNTY FISCAL SER	SHERIFF DEPT SERVICES - OCTOBER	37,493.42	
Total For Dept 301.000 POLICE OFFICER				41,493.60	
Dept 336.000 FIRE DEPT					
101-336.000-732.000	SUPPLIES	ALLENDALE TRUE VALUE HDW	SUPPLIES - FIRE DEPT	277.72	

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OPEN

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 336.000 FIRE DEPT					
101-336.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	ALUMINUM STORAGE CLIPBOARD	22.53	
101-336.000-732.070	UNIFORMS	NYE UNIFORM COMPANY	NEW EMBLEMS	720.00	
101-336.000-802.000	Contracted Services	SPECTRUM HEALTH HOSPITAL	PHYSICAL FOR FIRE FIGHTER	504.00	
101-336.000-802.000-CELLPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - OCTOBER	27.35	
101-336.000-863.000-FUEL12	FUEL	WEX BANK	FUEL CHARGES	149.46	
101-336.000-863.000-FUEL12	FUEL	WEX BANK	FUEL CHARGES	559.15	
101-336.000-863.000-FUEL14	FUEL	WEX BANK	FUEL CHARGES	227.79	
101-336.000-863.000-FUEL16	FUEL	WEX BANK	FUEL CHARGES	149.38	
101-336.000-863.000-FUEL17	FUEL	WEX BANK	FUEL CHARGES	277.39	
101-336.000-863.000-FUEL17	FUEL	WEX BANK	FUEL CHARGES	274.71	
101-336.000-863.000-FUEL18	FUEL	WEX BANK	FUEL CHARGES	80.31	
101-336.000-863.000-FUEL19	FUEL	WEX BANK	FUEL CHARGES	273.28	
101-336.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - NOVEMBER	30.67	
101-336.000-930.000	Maintenance	FAMILY FARM & HOME INC	MAINTENANCE SUPPLIES	45.94	
101-336.000-935.000	Truck Maintenance	AMAZON CAPITAL SERVICES	GEL EAR PADS CUSHIONS	72.16	
101-336.000-935.000	Truck Maintenance	GRAINGER	CAR WASH BRUSHES	35.55	
101-336.000-935.000-MAINT1	Truck Maintenance	WEST SHORE FIRE INC	TIRES	9,705.60	
101-336.000-935.000-MAINT1	Truck Maintenance	WEST SHORE FIRE INC	TIRES	2,522.88	
101-336.000-935.000-MAINT1	Truck Maintenance	DYKSTRA'S AUTO GROUP INC	TRUCK MAINTENANCE	901.76	
101-336.000-936.000	FIRE SIMULATOR EXPENSES	AMAZON CAPITAL SERVICES	PROPANE TORCH WEED BURNER	25.50	
Total For Dept 336.000 FIRE DEPT				16,883.13	
Dept 448.000 STREET LIGHTS					
101-448.000-920.000	Electricity	CONSUMERS ENERGY	ELECTRIC USAGE - NOVEMBER	16,465.74	
101-448.000-920.002	Henry St/Town Center Electricit	CONSUMERS ENERGY	ELECTRIC USAGE - NOVEMBER	80.79	
Total For Dept 448.000 STREET LIGHTS				16,546.53	
Dept 449.000 HIGHWAY-M45					
101-449.000-863.000	FUEL	EXXONMOBIL PROCESSING CE	FUEL CHARGES	50.00	
101-449.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - NOVEMBER	2,765.38	
101-449.000-930.000-IRRIGA	Maintenance	ALLENDALE TRUE VALUE HDW	MAINTENANCE SUPPLIES - TOWNSHIP DEPT	41.80	
Total For Dept 449.000 HIGHWAY-M45				2,857.18	
Dept 567.000 CEMETERY					
101-567.000-802.000	Contracted Services	KERKSTRA PORTABLE RESTRO	PORTABLE RESTROOM RENTAL	110.00	
101-567.000-863.000	FUEL	EXXONMOBIL PROCESSING CE	FUEL CHARGES	45.00	
101-567.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - NOVEMBER	31.87	
101-567.000-930.000	Maintenance	ALLENDALE TRUE VALUE HDW	MAINTENANCE SUPPLIES - TOWNSHIP DEPT	55.77	
101-567.000-930.000	Maintenance	FAMILY FARM & HOME INC	MAINTENANCE SUPPLIES	7.98	
Total For Dept 567.000 CEMETERY				250.62	
Dept 672.000 LIFELONG LEARNERS					
101-672.000-802.000	Contracted Services	HOLIDAY COACH COMPANY	MYSTERY TRIP TRANSPORTATION @ 10/19/2	1,038.18	
Total For Dept 672.000 LIFELONG LEARNERS				1,038.18	
Dept 701.000 PLANNING & ZONING					
101-701.000-802.000	Contracted Services	FLEIS & VANDENBRINK ENG'	CONSULTATION SERVICES - SEPTEMBER	2,937.50	
101-701.000-802.000	Contracted Services	FRESH COAST PLANNING LLC	PLANNING SERVICES - OCTOBER	1,764.00	
101-701.000-802.000	Contracted Services	FRESH COAST PLANNING LLC	PLANNING SERVICES - OCTOBER	24.00	
101-701.000-900.000	PRINTING, PUBLISHING, & POSTAGE	MLIVE MEDIA GROUP	GR PRESS DISPLAY ADS - OCTOBER	608.22	
Total For Dept 701.000 PLANNING & ZONING				5,333.72	
Dept 751.000 RECREATION AND PARKS					

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OPEN

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 751.000 RECREATION AND PARKS					
101-751.000-863.000	FUEL	EXXONMOBIL PROCESSING CE	FUEL CHARGES	231.75	
101-751.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - NOVEMBER	601.49	
101-751.000-930.000	Maintenance	ALLENDALE TRUE VALUE HDW	MAINTENANCE SUPPLIES - TOWNSHIP DEPT	68.22	
101-751.000-930.000	Maintenance	FAMILY FARM & HOME INC	MAINTENANCE SUPPLIES	91.96	
101-751.000-930.000	Maintenance	GAME TIME	REPLACEMENT COIL SPRING	237.89	
101-751.000-930.000	Maintenance	LARRY HAVEMAN	PICKLEBALL COURTS SIGNS	150.00	
101-751.000-930.000	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	1,011.70	
Total For Dept 751.000 RECREATION AND PARKS				2,393.01	
Dept 753.000 COMMUNITY PROMOTIONS					
101-753.000-900.000	PRINTING, PUBLISHING, & POSTAGE	PACK ROOM LLC	HOLIDAY POSTERS	40.00	
Total For Dept 753.000 COMMUNITY PROMOTIONS				40.00	
Dept 790.000 LIBRARY					
101-790.000-732.000	SUPPLIES	AMAZON	OFFICE SUPPLIES	30.48	
101-790.000-732.000	SUPPLIES	AMAZON	OFFICE SUPPLIES	7.78	
101-790.000-732.000	SUPPLIES	AMAZON	OFFICE SUPPLIES	35.00	
101-790.000-732.000	SUPPLIES	AMAZON	OFFICE SUPPLIES	38.58	
101-790.000-732.000	SUPPLIES	AMAZON	CLEANING SUPPLIES	7.44	
101-790.000-732.000-AVMATE	SUPPLIES	AMAZON	VIDEO GAME	49.99	
101-790.000-732.000-AVMATE	SUPPLIES	AMAZON	VIDEO GAMES	59.99	
101-790.000-732.000-AVMATE	SUPPLIES	AMAZON	VIDEO GAME	59.95	
101-790.000-732.000-AVMATE	SUPPLIES	AMAZON	YOUTH DVDS	29.94	
101-790.000-732.000-AVMATE	SUPPLIES	AMAZON	VIDEO GAME EQUIPMENT	7.88	
101-790.000-732.000-AVMATE	SUPPLIES	AMAZON	VIDEO GAME EQUIPMENT	13.99	
101-790.000-732.000-AVMATE	SUPPLIES	MICROMARKETING LLC	ADULT BODC	46.99	
101-790.000-732.000-AVMATE	SUPPLIES	MICROMARKETING LLC	ADULT BODC	39.99	
101-790.000-732.000-AVMATE	SUPPLIES	MIDWEST TAPE LLC	ADULT & YOUTH DVDS	35.19	
101-790.000-732.000-AVMATE	SUPPLIES	MIDWEST TAPE LLC	ADULT DVDS	91.38	
101-790.000-732.000-AVMATE	SUPPLIES	MIDWEST TAPE LLC	ADULT DVD	29.18	
101-790.000-732.000-AVMATE	SUPPLIES	MIDWEST TAPE LLC	ADULT DVDS	68.16	
101-790.000-732.000-AVMATE	SUPPLIES	MIDWEST TAPE LLC	ADULT DVDS & CDS	139.98	
101-790.000-732.000-AVMATE	SUPPLIES	MIDWEST TAPE LLC	ADULT DVD	21.72	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON	BOOKS	41.53	
101-790.000-732.000-BOOKSX	SUPPLIES	BAKER & TAYLOR BOOKS LLC	ADULT BOOKS	289.72	
101-790.000-732.000-BOOKSX	SUPPLIES	BAKER & TAYLOR BOOKS LLC	BOOKS	419.94	
101-790.000-732.000-BOOKSX	SUPPLIES	GALE/CENGAGE LEARNING IN	LARGE PRINT BOOKS	91.97	
101-790.000-732.000-BOOKSX	SUPPLIES	NEWAYGO AREA DISTRICT LI	REPLACEMENT BOOK	17.99	
101-790.000-732.000-CHILDB	SUPPLIES	BAKER & TAYLOR BOOKS LLC	YOUTH BOOKS	214.09	
101-790.000-732.000-CHILDB	SUPPLIES	BAKER & TAYLOR BOOKS LLC	CHILDREN'S BOOKS	488.98	
101-790.000-802.000	Contracted Services	REBECCA BENJAMIN	LIBRARY CLEANING SERVICES - OCTOBER	850.00	
101-790.000-802.000-AQUARI	Contracted Services	AQUA BLUE AQUARIUM SOLUT	AQUARIUM MAINTENANCE - OCTOBER	75.00	
101-790.000-802.000-DIGITA	Contracted Services	LAKELAND LIBRARY COOPERA	QTRLY OVERDRIVE / OCT-DEC 2022	450.00	
101-790.000-802.000-DIGITA	Contracted Services	MIDWEST TAPE LLC	DIGITAL COLLECTION	1,050.31	
101-790.000-802.000-HOTSP	Contracted Services	T-MOBILE	WIRELESS WIFI HOTSPOTS - NOVEMBER	258.30	
101-790.000-802.000-TECHNO	Contracted Services	ACENTEK	TELEPHONE CHARGES - OCTOBER	218.95	
101-790.000-802.000-TELEPH	Contracted Services	ACENTEK	TELEPHONE CHARGES - OCTOBER	43.76	
101-790.000-807.000-SUMMER	COMMUNITY PROGRAMS	AMAZON	SRP PRIZES	237.10	
101-790.000-807.000-SUMMER	COMMUNITY PROGRAMS	AMAZON	SRP PRIZES	37.79	
101-790.000-807.000-SUMMER	COMMUNITY PROGRAMS	COLLABORATIVE SUMMER LIB	T-SHIRTS	222.43	
101-790.000-807.000-SUMMER	COMMUNITY PROGRAMS	PRIZE BOOKS	PRIZE BOOKS	1,505.95	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	AMAZON	HOLIDAY PROGRAM	7.89	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	AMAZON	CRAFT SUPPLIES	5.90	

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Fund 101 General Fund					
Dept 790.000 LIBRARY					
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	AMAZON	POP IN PLAYTIME	9.99	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	AMAZON	HOLIDAY PROGRAM	94.41	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	AMAZON	CRAFT SUPPLIES	12.99	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	AMAZON	YOUTH PROGRAMS	4.99	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	AMAZON	TEEN PROGRAM	9.89	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	AMAZON	TAKE & MAKES	14.90	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	AMAZON	TAKE & MAKES	23.05	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	AMAZON	TAKE & MAKES	92.05	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	AMAZON	POP IN PLAYTIME	9.68	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	AMAZON	TAKE & MAKES	11.89	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	AMAZON	YOUTH PROGRAMS	3.08	
101-790.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - NOVEMBER	558.40	
Total For Dept 790.000 LIBRARY				8,186.53	
Total For Fund 101 General Fund				137,976.82	
Fund 249 Building Department Fund					
Dept 000.000 REVENUE					
249-000.000-231.010	401A PAYABLE	ALERUS RETIREMENT SOLUTI	MERS DC & 457 PLANS - OCTOBER	128.80	
Total For Dept 000.000 REVENUE				128.80	
Total For Fund 249 Building Department Fund				128.80	
Fund 252 RENTAL ADMINISTRATION					
Dept 000.000 REVENUE					
252-000.000-231.000	DEFERRED COMP PAYABLE	ALERUS RETIREMENT SOLUTI	MERS DC & 457 PLANS - OCTOBER	100.01	
252-000.000-231.010	401A PAYABLE	ALERUS RETIREMENT SOLUTI	MERS DC & 457 PLANS - OCTOBER	431.47	
Total For Dept 000.000 REVENUE				531.48	
Total For Fund 252 RENTAL ADMINISTRATION				531.48	
Fund 403 FIRE STATION BUILDING FUND					
Dept 901.000 CONSTRUCTION					
403-901.000-971.000	CAPITAL OUTLAY	CONSTRUCTION SIMPLIFIED	OWNER'S REP SERVICES - SEPTEMBER	8,250.00	
403-901.000-971.000	CAPITAL OUTLAY	THE ARCHITECTURAL GROUP	ARCHITECTURAL SERVICES @ FIRE STATION	8,340.63	
Total For Dept 901.000 CONSTRUCTION				16,590.63	
Total For Fund 403 FIRE STATION BUILDING FUND				16,590.63	
Fund 494 Dda Development Fund					
Dept 000.000 REVENUE					
494-000.000-402.000	REAL PROPERTY TAXES	OTTAWA COUNTY TREASURER	4TH QTR TAX ADJUSTMENTS	46.02	
Total For Dept 000.000 REVENUE				46.02	
Total For Fund 494 Dda Development Fund				46.02	
Fund 592 Water & Sewer					
Dept 000.000 REVENUE					
592-000.000-123.000	Prepaid Expense	MICH DEPT OF ENVIRON. QU	PUBLIC WATER SYSTEM FEE	6,657.93	
592-000.000-226.000	Due to Robinson Township	ROBINSON TOWNSHIP	DEBT REDUCTION PAYMENT - 3RD QTR 2022	180.00	
592-000.000-231.000	DEFERRED COMP PAYABLE	ALERUS RETIREMENT SOLUTI	MERS DC & 457 PLANS - OCTOBER	1,068.64	
592-000.000-231.010	401A PAYABLE	ALERUS RETIREMENT SOLUTI	MERS DC & 457 PLANS - OCTOBER	5,672.87	
592-000.000-266.000	COURT ORDER PAYABLE	ILLINOIS STATE DISBURSEM	CHILD SUPPORT DISBURSEMENT	230.77	
592-000.000-284.179	ALLENDALE BAPTIST CHURCH	FLEIS & VANDENBRINK ENG'	SITE PLAN REVIEW - ALLENDALE BAPTIST	77.56	

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 Water & Sewer					
Dept 000.000 REVENUE					
592-000.000-284.205	HIGHPOINT REAL ESTATE-METRO HEA	HIGHPOINT REAL ESTATE &	DEVELOPMENT FEE ESCROW ACCOUNT REFUND	750.52	
592-000.000-284.209	DEWPOINTE WEST 4	FLEIS & VANDENBRINK ENG'	SITE PLAN REVIEW - DEWPOINTE WEST - P	8,665.51	
592-000.000-284.209	DEWPOINTE WEST 4	FLEIS & VANDENBRINK ENG'	LIFT STATION SUPPORT - DEWPOINTE WEST	2,937.50	
592-000.000-284.209	DEWPOINTE WEST 4	FRESH COAST PLANNING LLC	PLANNING SERVICES - OCTOBER	60.00	
592-000.000-284.219	CONIFER CREEK-BECKER DR	FLEIS & VANDENBRINK ENG'	SITE PLAN REVIEW - CONIFER CREEK-BECK	69.75	
Total For Dept 000.000 REVENUE				26,371.05	
Dept 248.000 ADMINISTRATION					
592-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	DISASTER RECOVERY - NOVEMBER	318.00	
592-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	I/T SERVICES - NOVEMBER	1,547.20	
592-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	UPDATE ANTIVIRUS SOFTWARE	150.00	
592-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	MULTI-FACTOR AUTHENTICATION	178.80	
592-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	WIFI TEST @ TOWNSHIP HALL	240.00	
592-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	REMOTE SERVER HVAC EQUIPMENT @ WWTP	1,072.00	
592-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	OFFICE 365 AZURE & MNGD CBR	44.64	
592-248.000-802.000-ITPROJ	Contracted Services	REHMANN TECHNOLOGY SOLUT	GDV ONBOARDING/ENGINEERING PROJECT MG	487.50	
592-248.000-900.000	PRINTING, PUBLISHING, & POSTAGE	PACK ROOM LLC	SHIPPING CHARGES - ELECTRICAL GLOVES	16.98	
Total For Dept 248.000 ADMINISTRATION				4,055.12	
Dept 536.000 WATER					
592-536.000-732.000	SUPPLIES	ACTION INDUSTRIAL SUPPLY	MUCK SAFETY BOOTS - HOOVER	70.80	
592-536.000-732.000	SUPPLIES	ALLENDALE TRUE VALUE HDW	SUPPLIES - WATER DEPT	282.04	
592-536.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	2023 WALL CALENDAR	9.99	
592-536.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	FIRST AID CABINET SUPPLIES	24.33	
592-536.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	AAA BATTERY SUPPLY IN ADMIN BLDG	8.49	
592-536.000-732.000	SUPPLIES	CUMMINS SALES & SERVICE	GENERATOR COOLANT	88.17	
592-536.000-732.000-METERS	SUPPLIES	ETNA SUPPLY COMPANY	1.5 INCH WATER METERS & KITS	2,080.00	
592-536.000-732.000-METERS	SUPPLIES	ETNA SUPPLY COMPANY	0.75 INCH WATER METERS	7,840.00	
592-536.000-732.000-METERS	SUPPLIES	ETNA SUPPLY COMPANY	WATER METERS & ANGLE VALVES	5,964.00	
592-536.000-732.000-METERS	SUPPLIES	ETNA SUPPLY COMPANY	0.75 INCH WATER METERS	5,600.00	
592-536.000-732.000-METERS	SUPPLIES	ETNA SUPPLY COMPANY	1.5 INCH WATER METERS & KITS	2,080.00	
592-536.000-802.000	Contracted Services	AMBS CALL CENTER	EMERGENCY CALL NUMBER	60.00	
592-536.000-802.000	Contracted Services	H2O COMPLIANCE SERVICES	CROSS CONNECTION CONTROL MGMT - OCTOB	877.50	
592-536.000-802.000-TELEPH	Contracted Services	ACENTEK	TELEPHONE CHARGES - OCTOBER	39.95	
592-536.000-802.000-TELEPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - OCTOBER	119.44	
592-536.000-803.000	Professional Services	FLEIS & VANDENBRINK ENG'	CONSULTATION SERVICES - SEPTEMBER	4,889.89	
592-536.000-863.000	FUEL	WEX BANK	FUEL CHARGES - PUBLIC UTILITIES DEPT	804.31	
592-536.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - NOVEMBER	3,726.24	
592-536.000-930.000	MAINTENANCE	ALLIED MECHANICAL SERVIC	HVAC PREVENTATIVE MAINTENANCE	1,518.50	
592-536.000-930.000	MAINTENANCE	ZEHN'S LANDSCAPE & LAWN	MOWING - SEPTEMBER	1,300.00	
Total For Dept 536.000 WATER				37,383.65	
Dept 537.000 SEWER					
592-537.000-732.000	SUPPLIES	ACTION INDUSTRIAL SUPPLY	MUCK SAFETY BOOTS - HOOVER	70.79	
592-537.000-732.000	SUPPLIES	ALLENDALE TRUE VALUE HDW	SUPPLIES - WASTE DEPT	173.44	
592-537.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	2023 WALL CALENDAR	10.00	
592-537.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	FIRST AID CABINET SUPPLIES	24.32	
592-537.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	AAA BATTERY SUPPLY IN ADMIN BLDG	8.49	
592-537.000-732.000	SUPPLIES	CUMMINS SALES & SERVICE	GENERATOR COOLANT	88.17	
592-537.000-732.000	SUPPLIES	FAMILY FARM & HOME INC	SPRAY BOTTLE	9.98	
592-537.000-732.000	SUPPLIES	FAMILY FARM & HOME INC	BLACKTOP PATCH MATERIAL	33.96	
592-537.000-732.000-CHEMIC	SUPPLIES	WEBB CHEMICAL SERVICE CO	CHEMICALS	9,747.92	
592-537.000-732.000-LABSUP	SUPPLIES	HACH COMPANY	LAB REAGENT	19.59	

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Fund 592 Water & Sewer					
Dept 537.000 SEWER					
592-537.000-732.000-LABSUP	SUPPLIES	HACH COMPANY	LAB REAGENTS	1,064.16	
592-537.000-732.000-LABSUP	SUPPLIES	HACH COMPANY	LAB REAGENTS	963.48	
592-537.000-732.000-LABSUP	SUPPLIES	NORTH CENTRAL LABORATORI	CONSUMABLES & THERMOMETER	333.33	
592-537.000-732.000-LABSUP	SUPPLIES	THOMAS SCIENTIFIC LOCKBO	FILTER DISCS	172.98	
592-537.000-802.000	Contracted Services	AMBS CALL CENTER	EMERGENCY CALL NUMBER	60.00	
592-537.000-802.000	Contracted Services	PACE ANALYTICAL SERVICES	MERCURY SAMPLING	442.00	
592-537.000-802.000-TELEPH	Contracted Services	ACENTEK	TELEPHONE CHARGES - OCTOBER	398.77	
592-537.000-802.000-TELEPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - OCTOBER	119.43	
592-537.000-802.000-TELEPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - OCTOBER	14.01	
592-537.000-802.000-TELEPH	Contracted Services	VERIZON WIRELESS	MACHINE TO MACHINE ACTIVITY - OCTOBER	1,132.57	
592-537.000-803.000	Professional Services	FLEIS & VANDENBRINK ENG'	CONSULTATION SERVICES - SEPTEMBER	9,357.50	
592-537.000-863.000	FUEL	WEX BANK	FUEL CHARGES - PUBLIC UTILITIES DEPT	804.31	
592-537.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - NOVEMBER	977.93	
592-537.000-930.000	MAINTENANCE	ZEHN'S LANDSCAPE & LAWN	MOWING - OCTOBER	1,040.00	
592-537.000-930.000-COLLEC	MAINTENANCE	HANSEN CONCRETE	SIDEWALK REPLACEMENT @ CADENCE WAY	600.00	
592-537.000-930.000-GENMAI	MAINTENANCE	ALLIED MECHANICAL SERVIC	HVAC PREVENTATIVE MAINTENANCE	1,518.50	
592-537.000-971.000-60THLI	CAPITAL OUTLAY	WINDEMULLER ELECTRIC INC	CONTROLS FOR LIFT STATION PUMPS	6,118.00	
592-537.000-971.000-GVSUTR	CAPITAL OUTLAY	FLEIS & VANDENBRINK ENG'	G.V. TRUNK RELOCATION - PHASE 2	27,022.40	
592-537.000-971.030	WWTP EXPANSION PHASE 2	MOORE & BRUGGINK INC	WWTP DESIGN - PHASE 2	9,798.06	
Total For Dept 537.000 SEWER				72,124.09	
Total For Fund 592 Water & Sewer				139,933.91	

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Fund Totals:					
			Fund 101 General Fund	137,976.82	
			Fund 249 Building Depa	128.80	
			Fund 252 RENTAL ADMINI	531.48	
			Fund 403 FIRE STATION	16,590.63	
			Fund 494 Dda Developme	46.02	
			Fund 592 Water & Sewer	139,933.91	
			Total For All Funds:	295,207.66	

INTERIM PAYMENTS
Board Meeting: 11/14/22

DATE	CHECK #	AMOUNT	VENDOR	DESCRIPTION
10/21/2022	EFT	\$ 165.03	Priority Health	HRA Payment
10/25/2022	EFT	\$ 67,182.51	Employees	Payroll
10/25/2022	EFT	\$ 19,793.99	Federal Gov't	Payroll Taxes
10/31/2022	102548	\$ 160.00	ARROWASTE INC	Trash Service
10/31/2022	102549	\$ 367.58	MINERAL MASTERS	Hydrochloric Acid for Heat Exchanges
11/1/2022	102550	\$ 30.00	OTTAWA CTY REGISTER OF DEEDS	Utility Line Easements - Recording Fee
11/1/2022	102551	\$ 30.00	OTTAWA CTY REGISTER OF DEEDS	Utility Line Easements - Recording Fee
11/2/2022	EFT	\$ 18,815.25	Fire Fighters	Paid-on-Call Payroll
11/2/2022	EFT	\$ 4,182.68	Federal Gov't	Paid-on-Call Payroll Taxes
11/3/2022	EFT	\$ 7,488.57	State of Michigan	October Payroll Taxes
11/4/2022	EFT	\$ 1,511.11	Priority Health	HRA Payment
11/8/2022	102553	\$ 790.20	4 IMPRINT INC	Winter Reading Prizes
11/8/2022	102554	\$ 901.90	AFLAC	Miscellaneous Insurance - October
11/8/2022	102555	\$ 4,097.02	MUTUAL OF OMAHA INSURANCE CO	Insurances - November
11/8/2022	102556	\$ 30.00	OTTAWA CTY REGISTER OF DEEDS	Utility Line Easements - Recording Fee
11/8/2022	102557	\$ 30.00	OTTAWA CTY REGISTER OF DEEDS	Utility Line Easements - Recording Fee
11/8/2022	102558	\$ 30.00	OTTAWA CTY REGISTER OF DEEDS	Utility Line Easements - Recording Fee
11/8/2022	102559	\$ 536.81	VISION SERVICE PLAN	Health Insurance - November
11/8/2022	EFT	\$ 67,086.10	Employees	Payroll
11/8/2022	EFT	\$ 19,922.55	Federal Gov't	Payroll Taxes
		\$ 213,151.30	TOTAL	

Allendale

CHARTER TOWNSHIP

"Where community is more than just a concept!"

September 28, 2022

Township Board of Trustees:

I am writing to you today to ask for approval for the township building to get recycling services by Arrowaste. Arrowaste is our current waste management service and I have requested a quote for this service. If we get this service, the costs would be \$30 per month for a bi-weekly pick-up service and include a 96-gallon recycling can.

Regards,

Zachary Fields

Zachary Fields
Operations Coordinator

WE
RECYCLE
WITH



Paperboard Boxes -
Cereal, Tissue &
Frozen Food Boxes



Newspapers, Catalogs,
Phone Books, Paper Bags



Plastic Jugs &
Containers



Plastic Bottles, Tubs,
Containers & Trays



Glass Bottles
& Jars



File Folders, Office
Paper, Envelopes



Junk Mail, Glossy Paper,
Magazines



Flattened
Cardboard Boxes



Aluminum, Tin, &
Other Metal Cans

NOT ACCEPTED



Hazardous Material



Ink Cartridges



Film Wrap, Film
Plastic, Sheets, Tarps



Food



Electronics



Styrofoam &
Containers

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**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

October 17, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Adams, Zuniga, Chapla, Nadda, Zeinstra
Absent: Westerling
Staff and Guests Present: Planner Greg Ransford, Township Supervisor Adam Elenbaas, Todd Stuive, Sam Sterk, Jay Schippers
3. Communications and Correspondence: None
4. Motion by Chapla to approve the October 3, 2022, Planning Commission Minutes as presented. Seconded by Nadda. **Approved 6-0**
5. Motion by Longcore to approve the October 17, 2022, Planning Commission Agenda as presented. Seconded by Zeinstra. **Approved 6-0**
6. Public Comments for *non-public hearing item*:
Chairperson Longcore opened the public comment section for non-public hearing items.
Seeing no comments, Chairperson Longcore closed the public comment section.
7. Public Hearings: None
8. Site Plan Review: None
9. New Business:
 - A. Pearline Estates Tentative Preliminary Plat (Parcel 70-09-26-400-013)
Todd Stuive with Exxel Engineering, representing the applicant, introduced the project.
Planner Ransford reviewed his memo and explained that the Planning Commission would need to schedule a public hearing for the project.
Commissioners discussed the ingress and egress and whether there would be a need for an entrance from 56th Ave. and Commissioners opined that there would not be a need for it.
There was discussion regarding street trees and Commissioners agreed that the proposed amount of street trees was sufficient.
Commissioners directed Planner Ransford to set the public hearing and Planner Ransford clarified with the applicant that they would be available to attend the November 7th meeting. Public hearing is set for November 7, 2022.
Commissioners requested a Trip Generation Analysis from the applicant.
10. Old Business:
 - A. Traffic Impact Studies Update
Planner Ransford reviewed the history of this topic.
Supervisor Elenbaas stated that MDOT does not have a definitive answer regarding the question of the requirement of a traffic light for the Aldi and Tommy's Car Wash projects.
Supervisor Elenbaas requests that the Planning Commission schedule the public hearing for Tommy's Car Wash without having a definitive answer from MDOT because the requirement of the traffic light will be out of the Planning Commission's control and to keep the project moving forward.

Commissioners requested the opportunity to discuss the M-45 corridor with MDOT, either that be having an MDOT representative come to a Planning Commission meeting or representatives from the Planning Commission meet with an MDOT representative separately.

Consensus among the Commissioners was to direct Planner Ransford to schedule Tommy's Car Wash for the public hearing on November 7, 2022, to keep the project moving forward.

11. Public Comments

Seeing no public present, Chairperson Longcore opened and closed the public comment section.

12. Township Board Reports

Mr. Zeinstra reported that the Board is working on the budget and approved the Independence Day fireworks for next year.

13. Commissioner and Staff Comments

Mr. Zuniga asked if anything was being done regarding dilapidated dumpsters/dumpster enclosures and trees that were a part of an approved site plan that die and are removed? Planner Ransford answered that he does pass these concerns on to the Zoning Administrator, Steve Kushion.

Planner Ransford clarified the schedule for the next meeting with the Commissioners.

Chairperson Longcore asked Supervisor Elenbaas on an update for the 76th Ave. mining project.

Supervisor Elenbaas reported that this project had started as a pond being built but evolved into a commercial operation removing sand from the site, so the Township put a stop to the project. They have applied for a Special Land Use Permit and have requested to start the operation back up. Supervisor Elenbaas has reviewed the project and has given them a Temporary Conditional Administrative Approval with restrictions in place so the project can continue and be completed sooner than if they would have to wait for the Planning Commission process. These conditions are stricter than what the Planning Commission can put on the operation, but they must follow the conditions and complete the Planning Commission process to continue to operate until they have approval from the Planning Commission.

14. Chairperson Longcore adjourned the meeting at 8:11 p.m.

Next meeting November 7, 2022, at 7:00 p.m.
Minutes respectfully submitted by Kelli McGovern



Downtown Development Authority Meeting - Minutes October 18, 2022 – 7:00am

Members Present: Robert Chapin, Kristin Corner, Kellen Brusveen, Jeremy Borgman, Tom Zuniga, Steve Spriensma, Pierce Roon, Adam Elenbaas, Ross Stevens, David Vander Wall

Not Present: Rence Meredith

Guests: Rebecca Wildeboer, Mark & Angela Hatto

Agenda

1. Opportunity for public comment – None present
2. Approval of the September 20, 2022 meeting minutes – Motion to approve Roon, support Borgman, motion passes.
3. 2023 Budget Discussion: Members discussed the proposed budget as presented by Elenbaas. Group addressed each line item as compared to the prior year's approved budget. Motion by Vander Wall: Approve the 2023 DDA Budget as presented/amended at the meeting, support: Roon, motion passes.
4. Enhancement Grant Updates: Members of the subcommittee presented the amended application to the group. The group discussed the updates that removed some items from the existing Enhancement Grant application and clarified other items. The Supervisor will review with staff and bring the document back to the DDA for approval at a future meeting.
5. Enhancement Program Application: Washers Car Wash: Application was received from Mark & Angela Hatto for Washers Car Wash LLC, a coin operated auto wash facility located in the DDA district. Group reviewed & discussed the current application. Members determined the applicant had numerous valid improvements that would fulfill the requirements of the grant. Member committed to diligently work with the current applicant while updates are made to the current process. Motion by Stevens: Accept the application as presented to award the matching grant totaling \$20,000 to Washer Car Wash LLC. for anticipated improvements, support Zuniga, motion passes.
6. Public comment: Rebecca Wildeboer with Allendale Chamber of Commerce shared information with the members regarding how enhancements are processed in other communities around Michigan.

7. Motion to adjourn, Zuniga, support by Borgman, meeting adjourned.
Next meeting: November 15, 2022 at 7:30am

- a. Future Agenda Item: 2023 Budget Approval
- b. Future Agenda Item: Enhancement Program Updates

8. Adjourn

DRAFT

WASHERS CAR WASH

APPROVED BY DDA ON:
10/18/2022

Allendale, MI, 49401

BUILDING ENHANCEMENT GRANT PROGRAM BUDGET:

Note: Grant funds cannot be used to reimburse any costs incurred before the grant is approved. Please take this into account when developing your budget and timeline.

A. BUDGET CATEGORY	B. GRANT FUNDS REQUESTED	C. Business Match CONTRIBUTION	D. TOTAL (B+ C)
1. Repair or replacement of windows, doors, walls or other appropriate architectural elements that will enhance the exterior of the building	\$ 4,000	\$ 4,000	\$ 8,000 Total
2. Purchase & installation of new awnings and framework	\$	\$	\$ Total
3. Exterior lighting for design enhancement	\$ 4,100 \$ 8,200	\$ 4,100	\$ 8,200 Total
4. Replacement, repair, painting &/or cleaning of siding, brick or other exterior facade in order to visually enhance appearance	\$ 4,500	\$ 4,500	\$ 9,000 Total
5. New roofs (not typical maintenance)	\$ 7,350	\$ 7,350	\$ 14,700 Total
6. New landscaping	\$ 2,500	\$ 2,500	\$ 5,000 Total
7. Parking lot resurfacing & deteriorated repairs	\$	\$	\$ Total
7. New wall mounted or free standing signage *maximum up to \$5,000	\$	\$	\$ Total
8. TOTALS	\$ UP TO \$ 20,000	\$ 50% OR GREATER	\$ 44,900

* PER DDA: REIMBURSABLE COSTS MAY FLX BETWEEN CATEGORIES

Library Advisory Board Meeting

October 20, 2022

7pm

Roon Room, Allendale Township Library

Agenda

Members Present:

Mary Cook – *Library Director*

Elaine Ebeling – *Chairperson*

Patti Walcott – *Vice Chairperson*

Carol Scholten

Karen Amisi - *Secretary*

Absent:

Margaret Wheeler

Lenore Cook

Barb Vander Veen – *Allendale Township Board Liaison*

I. Call to order

The meeting was called to order at 7pm by Elaine.

II. Approval of the agenda

- Items listed on agenda approved as submitted

III. Approval of the previous meeting minutes (July 21, 2022)

- Action: Approve items listed on agenda as submitted
- Motion: Carol
- Support: Patti
- Minutes from the July 21st, 2022 meeting were approved

IV. Financial report

a. Summary report for FY22 through September 30, 2022

V. Communications and correspondence

- None

VI. Director's report

- The director highlighted the following areas -
 - Staffing
 - Programs for Adults - Summer (recap) and Fall - current and future ideas
 - LSTA Grant
 - Midwest Ordering
 - Lakeland Library Cooperative
 - Professional Development - Director completed the "Advanced Director's Training"
 - Budget for FY23 - The Township is working on a Capital Improvement Plan (CIP) - to help with furniture replacement and maintenance
 - Proposed goals

VII. Youth Librarian's report

- Highlights
 - Summer reading program recap
 - Regular Programming

VIII. New Business

a. Meeting Schedule for FY23

- Proposed Library Advisory Board Meetings - January 19, 2023; April 20, 2023; July 20, 2023; October 19, 2023.
- Action : Need to vote on approval for proposed dates
- Motion : Patti
- Support: Carol
- Proposed dates were approved

IX. Old Business

a. Bylaws – Final Update

Final Allendale Township Library Advisory Board Bylaws

b. Friends of the Library

- Monthly meetings have begun with a good group of people.
- Updates will be given

c. Outlined Goals

Outreach -

- Potential exists to reach the community and encourage more people to get library cards and use the library more.

Welcoming -

- Meet and greet programs ; September = Library Card Sign-Up Month

Programs -

- Library seeks to increase its use by patrons. Ideas were discussed on how to do this.

X. Public comment

- None - No members of the public were present for the meeting.

XI. Adjournment

The meeting was adjourned at 8 pm.

Next meeting January 19th, 2022, at 7pm

Prepared by:

Karen Amisi

10/20/2022

Name

Date

<u>ALARM TYPE</u>	<u>MONTH</u>	<u>MAY</u>	<u>YEAR TO DATE</u>	<u>YEAR TO DATE</u>	<u>CHANGE</u>
	<u>October</u>		<u>2022</u>	<u>2021</u>	<u>2022</u>
MEDICAL EMERGENCIES	79		642	518	124
Canceled Enroute	6		42	25	17
Squad 172 Responses	31		311	291	20
Asst. Amb.	12		133	170	-37
Lift Assist	2		10	15	-5
VEHICLE ACCIDENTS WITH INJURIES	7		49	46	3
Cancelled Enroute	0		0	1	-1
PROPERTY DAMAGE ACCIDENTS	2		13	12	1
Canceled Enroute	0		2	8	-6
SMOKE/ODOR INVESTIGATION	5		15	20	-5
Canceled Enroute	0		1	0	1
MEDICAL ALARM	2		9	7	2
Canceled Enroute	0		2	1	1
FIRE ALARM	13		89	71	18
Canceled Enroute	3		21	28	-7
SERVICE CALL / LOCK-IN/OUT	4		39	37	-2
MUTUAL AID/AUTOMATIC AID:					
AUTOMATIC AID GIVEN:	2		13	25	-12
MUTUAL AID GIVEN:	4		29	22	7
AUTOMATIC AID RECEIVED	2		17	13	3
MUTUAL AID RECEIVED	3		19	2	17
BUILDING FIRES	0		12	11	1
GRASS, BRUSH, WOODS	0		4	6	-2
TRASH, REFUSE, DUMPSTER	0		3	10	-7
VEHICLE FIRES	1		5	6	-1
CO ALARM	3		12	15	-3
GAS LEAK / WIRE DOWN	5		29	25	4
NO DISPATCH	0		22	14	8
UNAUTHORIZED BURN	4		15	11	4
TOTALS	154		1211	1104	107
	<u>Month</u>		<u>2022 to Date</u>	<u>2021 To Date</u>	<u>22/21 Change</u>
Property Loss: (\$)	\$5,600.00		\$615,056.00	\$1,017,640.00	-\$402,584.00
Property Saved (\$)	\$11,200		\$4,099,922	\$1,718,448	\$2,381,474.00
Man Hours on Alarms	733.25		5041.75	5101.40	-59.65
Training Man Hours	101.25		847	1278.75	-432
Fire School / PPS / Meeting / EQ Checks / Fire Prev / Other	217.77		1555.52	2468.84	-913.32
Burning Permits Issued	8		124	138	-14
Grand Valley Alarms	24		116	86	30
Off-Campus Student Housing	21		139	141	-2
Stonebridge Senior Housing	10		38	22	16
Green Acres	8		65	31	34
Atrium of Allendale	7		90	44	46

Report Filters

Activity/Training Start Date Time: is between '10/1/2022' and '10/31/2022'

Activity/Training Start Date Time	Activity/Training End Date Time	Activity/Training Start Day Name	Activity/Training Event Name	Activity/Training Attendee Count
Activity/Training Event Type: Activity				
10/19/2022 09:30:00	10/19/2022 11:00:00	Wednesday	CRIME FREE MULTI-HOUSING	1
10/21/2022 06:00:00	10/21/2022 18:00:00	Friday	PART TIME SHIFT	1
10/21/2022 18:05:49	10/21/2022 18:05:51	Friday	EQUIPMENT CHECKS #3	5
10/22/2022 09:00:00	10/22/2022 10:30:00	Saturday	CISM	5
10/25/2022 21:30:00	10/25/2022 22:30:00	Tuesday	PART TIME SHIFT	3
10/26/2022 12:00:00	10/26/2022 14:00:00	Wednesday	FIRE PREVENTION	2
10/28/2022 14:30:00	10/28/2022 18:00:00	Friday	PART TIME SHIFT	1
10/28/2022 20:15:00	10/28/2022 23:30:00	Friday	PART TIME SHIFT	2
10/29/2022 08:00:00	10/29/2022 09:15:00	Saturday	EQUIPMENT CHECKS #4	4
10/30/2022 16:30:00	10/30/2022 19:00:00	Sunday	PUBLIC SERVICE	2
10/10/2022 12:45:00	10/10/2022 15:30:00	Monday	FIRE PREVENTION	3
10/12/2022 11:45:00	10/12/2022 15:30:00	Wednesday	FIRE PREVENTION	3
10/13/2022 12:45:00	10/13/2022 15:30:00	Thursday	FIRE PREVENTION	3
10/31/2022 06:30:00	10/31/2022 18:00:00	Monday	PART TIME SHIFT	1
10/01/2022 09:24:16	10/31/2022 09:24:26	Saturday	CAPTAIN PAY	1
10/01/2022 09:25:47	10/31/2022 09:25:54	Saturday	EMS COORDINATOR	1
10/01/2022 09:27:28	10/31/2022 09:27:33	Saturday	EMS REPORT AUDIT	1
10/01/2022 09:28:54	10/31/2022 09:28:58	Saturday	OFFICER PAY D.C.	1
10/01/2022 09:30:27	10/31/2022 09:30:32	Saturday	OFFICER PAY LT.	5
10/01/2022 09:32:34	10/31/2022 09:32:40	Saturday	SERGEANT PAY	6
10/05/2022 17:30:00	10/05/2022 19:30:00	Wednesday	PUBLIC SERVICE	2
10/06/2022 17:15:00	10/06/2022 21:00:00	Thursday	FIRE PREVENTION	4
10/08/2022 08:30:00	10/08/2022 14:00:00	Saturday	REGION 6 HAZMAT EXERCISE	1
10/07/2022 14:00:00	10/07/2022 17:00:00	Friday	EQUIPMENT CHECKS #1	4

Activity/Training Start Date Time	Activity/Training End Date Time	Activity/Training Start Day Name	Activity/Training Event Name	Activity/Training Attendee Count
10/09/2022 12:15:00	10/09/2022 15:45:00	Sunday	PUBLIC SERVICE	4
10/10/2022 09:00:00	10/10/2022 12:00:00	Monday	FIRE PREVENTION	1
10/11/2022 16:30:00	10/11/2022 18:00:00	Tuesday	PART TIME SHIFT	1
10/11/2022 16:15:00	10/11/2022 20:45:00	Tuesday	FIRE PREVENTION	4
10/13/2022 17:00:00	10/13/2022 18:00:00	Thursday	PART TIME SHIFT	1
10/14/2022 06:00:00	10/14/2022 18:00:00	Friday	PART TIME SHIFT	1
10/14/2022 18:00:00	10/14/2022 20:00:00	Friday	EQUIPMENT CHECKS #2	4
10/16/2022 12:45:00	10/16/2022 14:45:00	Sunday	PUBLIC SERVICE	2
10/01/2022 08:00:00	10/01/2022 10:00:00	Saturday	EQUIPMENT CHECKS #6	4
10/01/2022 13:30:00	10/01/2022 14:30:00	Saturday	PROBATIONARY FIREFIGHTER TRAINING	3
10/01/2022 10:00:00	10/01/2022 12:00:00	Saturday	PROBATIONARY FIREFIGHTER TRAINING	2
Activity/Training Event Type: Training				
10/03/2022 18:45:00	10/03/2022 21:00:00	Monday	MEDICAL - PT/PEDS ASSESSMENT	9
10/03/2022 18:45:00	10/03/2022 20:45:00	Monday	DRIVER'S TRAINING -PRACTICAL	11
10/17/2022 18:30:00	10/17/2022 20:45:00	Monday	DRIVER'S TRAINING -PRACTICAL	13
10/17/2022 18:30:00	10/17/2022 20:45:00	Monday	SEARCH & RESCUE	5
10/17/2022 18:30:00	10/17/2022 21:00:00	Monday	MEDICAL - PT/PEDS ASSESSMENT	7

Basic Shift Or Platoon (FD1.30)	Number of Runs
Day of Week: 01 - Sunday	
	2
A - Shift 6P SUN / 6A FRI	4
C - Shift 6P FRI / 6P SUN	21
	Total: 27
Day of Week: 02 - Monday	
A - Shift 6P SUN / 6A FRI	8
B - Shift 6A MON / 6P FRI	12
	Total: 20
Day of Week: 03 - Tuesday	
A - Shift 6P SUN / 6A FRI	8
B - Shift 6A MON / 6P FRI	8
	Total: 16
Day of Week: 04 - Wednesday	
	1
A - Shift 6P SUN / 6A FRI	8
B - Shift 6A MON / 6P FRI	7
	Total: 16
Day of Week: 05 - Thursday	
	1
A - Shift 6P SUN / 6A FRI	6
B - Shift 6A MON / 6P FRI	8
C - Shift 6P FRI / 6P SUN	1
	Total: 16
Day of Week: 06 - Friday	
	2
A - Shift 6P SUN / 6A FRI	4
B - Shift 6A MON / 6P FRI	11
C - Shift 6P FRI / 6P SUN	5
	Total: 22
Day of Week: 07 - Saturday	
	1
C - Shift 6P FRI / 6P SUN	36
	Total: 37
	Total: 154

Alarm Analysis by District - Average Response Time AFD

CAD Basic Incident Number	Basic Incident Alarm Date Time (FD1.26)	Basic Apparatus Call Sign List	Basic Incident Day Name (FD1.3)	Basic Incident Zone/District Number (FD1.32)	Basic First Apparatus Arrived At Scene Dispatch To Arrived At Scene In Minutes
Basic Shift Or Platoon (FD1.30): (None)					
22-0001091	10/09/2022 02:24:03	121, 170	Sunday	180	13
22-0001115	10/13/2022 23:33:41	171, 170	Thursday	180	11
22-0001116	10/14/2022 05:13:51	170, 171	Friday	190	11
22-0001107	10/12/2022 18:32:37	122, 121, 170	Wednesday	160	6
22-0001162	10/22/2022 19:16:39	199	Saturday	141	0
22-0001169	10/23/2022 23:50:22	121, 170, 199	Sunday	180	9
22-0001188	10/28/2022 23:44:19	121, 171, 170	Friday	140	6
					Avg: 8.15
Basic Shift Or Platoon (FD1.30): A - Shift 6P SUN / 6A FRI					
22-0001180	10/27/2022 21:14:03	121, 170, 171, 181, 190	Thursday	191	9
22-0001181	10/28/2022 01:06:49	171, 170	Friday	180	6
22-0001114	10/13/2022 21:45:48	121, 170	Thursday	140	8
22-0001211	10/31/2022 19:27:30	171, 170	Monday	170	7
22-0001168	10/23/2022 22:02:21	170, 171	Sunday	192	9
	10/20/2022 01:56:23	171, 170	Thursday		4
22-0001171	10/24/2022 20:35:14	194, 171	Monday	140	9
22-0001172	10/24/2022 21:49:53	171, 170	Monday	194	5
22-0001174	10/25/2022 20:22:49	121, 195	Tuesday	100	18
22-0001173	10/25/2022 03:16:02	194, 161, 190	Tuesday	OUT	22
22-0001176	10/26/2022 22:43:15	171, 170	Wednesday	141	6
22-0001177	10/26/2022 22:54:36	171, 170, 195	Wednesday	180	6
22-0001178	10/27/2022 03:40:04	170, 171	Thursday	121	6
22-0001104	10/12/2022 02:45:33	195, 121	Wednesday	180	17
22-0001140	10/17/2022 22:40:29	122, 121, 194	Monday	190	11
22-0001141	10/18/2022 04:37:59	171, 170	Tuesday	190	13
22-0001143	10/18/2022 18:05:18	170, 171	Tuesday	150	9
22-0001145	10/19/2022 05:42:46	170, 171	Wednesday	120	24
22-0001144	10/18/2022 21:42:35	170, 171	Tuesday	190	11
22-0001153	10/21/2022 00:03:36	171, 170	Friday	121	9
22-0001154	10/21/2022 00:12:16	170, 171	Friday	190	3
22-0001155	10/21/2022 02:31:02	170, 171	Friday	164	13
22-0001108	10/12/2022 21:01:00	170, 171	Wednesday	141	9
22-0001109	10/12/2022 22:44:05	170, 171	Wednesday	121	5
22-0001110	10/12/2022 23:46:13	121, 122, 170	Wednesday	140	7
22-0001137	10/16/2022 22:35:00	171, 199	Sunday	194	11
22-0001098	10/11/2022 00:59:52	171, 170	Tuesday	121	10
22-0001097	10/10/2022 19:21:17	170, 171	Monday	120	10
22-0001103	10/11/2022 19:30:30	170, 171	Tuesday	192	5
22-0001079	10/05/2022 23:32:21	170, 171	Wednesday	120	7
22-0001094	10/09/2022 18:25:21	171, 170	Sunday	120	6
22-0001095	10/10/2022 01:53:27	170, 171	Monday	180	12
22-0001081	10/06/2022 21:49:11	170, 121	Thursday	110	16
22-0001082	10/06/2022 21:52:05	171	Thursday	121	9
22-0001072	10/03/2022 22:41:33	170, 171	Monday	180	12
22-0001068	10/02/2022 18:17:39	171, 170	Sunday	191	9
22-0001069	10/03/2022 04:02:39	122, 199, 121, 192, 141, 190	Monday	140	12
22-0001076	10/04/2022 20:57:57	171, 170	Tuesday	194	11
					Avg: 9.83
Basic Shift Or Platoon (FD1.30): B - Shift 6A MON / 6P FRI					
22-0001078	10/05/2022 15:45:42	171	Wednesday	140	10

CAD Basic Incident Number	Basic Incident Alarm Date Time (FD1.26)	Basic Apparatus Call Sign List	Basic Incident Day Name (FD1.3)	Basic Incident Zone/District Number (FD1.32)	Basic First Apparatus Arrived At Scene Dispatch To Arrived At Scene In Minutes
22-0001077	10/05/2022 15:24:50	171	Wednesday	190	6
22-0001070	10/03/2022 07:54:52	121, 190	Monday	180	8
22-0001074	10/04/2022 07:23:57	171	Tuesday	160	9
22-0001073	10/04/2022 06:39:46	171	Tuesday	180	8
22-0001071	10/03/2022 10:14:29	198, 121	Monday	180	4
22-0001075	10/04/2022 14:53:42	171	Tuesday	120	6
22-0001083	10/07/2022 07:58:16	171	Friday	120	4
22-0001084	10/07/2022 16:45:13	196	Friday	120	5
22-0001085	10/07/2022 17:04:22	171, 121, 122	Friday	190	16
22-0001080	10/06/2022 09:33:09	192, 190	Thursday	140	0
22-0001102	10/11/2022 17:26:08	192, 121, 122	Tuesday	120	3
22-0001096	10/10/2022 15:55:55	171	Monday	120	4
22-0001099	10/11/2022 12:02:34	171	Tuesday	190	4
22-0001101	10/11/2022 14:03:18	171	Tuesday	120	4
22-0001100	10/11/2022 13:19:43	121, 190	Tuesday	120	6
22-0001120	10/14/2022 17:52:10	171	Friday	120	4
22-0001138	10/17/2022 08:00:00	171	Monday	170	2
22-0001139	10/17/2022 11:55:37	171	Monday	194	4
22-0001111	10/13/2022 08:13:43	190	Thursday	140	
22-0001112	10/13/2022 17:17:48	196	Thursday	100	9
22-0001113	10/13/2022 17:57:51	171	Thursday	190	6
22-0001118	10/14/2022 09:24:10	171	Friday	180	6
22-0001117	10/14/2022 09:20:17	171	Friday	120	
22-0001119	10/14/2022 16:00:46	121, 190	Friday	180	
22-0001156	10/21/2022 11:25:22	171	Friday	191	5
22-0001146	10/19/2022 13:21:03	171	Wednesday	190	6
	10/19/2022 13:18:48	121	Wednesday	180	11
22-0001142	10/18/2022 16:09:50	171	Tuesday	190	6
22-0001105	10/12/2022 07:07:37	190, 171	Wednesday	120	0
22-0001106	10/12/2022 13:01:29	171, 190	Wednesday	180	7
	10/27/2022 09:30:35	171	Thursday	190	5
22-0001175	10/26/2022 13:55:10	171	Wednesday	170	5
22-0001149	10/20/2022 06:05:55	121, 171, 190	Thursday	140	6
22-0001152	10/20/2022 15:45:41	122, 121, 190	Thursday	150	10
22-0001151	10/20/2022 13:42:47	171	Thursday	190	6
22-0001170	10/24/2022 06:35:50	192	Monday	160	
22-0001184	10/28/2022 16:55:31	161, 121, 190	Friday	OUT	10
22-0001182	10/28/2022 14:37:25	171	Friday	140	5
22-0001183	10/28/2022 15:59:24	171, 121	Friday	160	6
22-0001205	10/31/2022 07:42:35	121, 171, 190, 122	Monday	131	11
22-0001206	10/31/2022 10:01:17	171	Monday	120	5
22-0001208	10/31/2022 11:22:48	121, 190	Monday	141	13
22-0001207	10/31/2022 10:46:08	190, 191	Monday	193	5
22-0001209	10/31/2022 11:26:54	171	Monday	120	3
22-0001210	10/31/2022 11:47:42	171, 190	Monday	140	14
					Avg: 6.39
Basic Shift Or Platoon (FD1.30): C - Shift 6P FRI / 6P SUN					
22-0001191	10/29/2022 08:55:16	170, 171	Saturday	180	7
22-0001186	10/28/2022 19:52:21	141, 170	Friday	OUT	35
22-0001187	10/28/2022 21:40:57	122, 195	Friday	120	5
22-0001185	10/28/2022 18:41:17	171	Friday	190	4
22-0001189	10/29/2022 00:42:27	141, 121, 195	Saturday	180	
22-0001190	10/29/2022 02:47:49	170, 171	Saturday	140	

CAD Basic Incident Number	Basic Incident Alarm Date Time (FD1.26)	Basic Apparatus Call Sign List	Basic Incident Day Name (FD1.3)	Basic Incident Zone/District Number (FD1.32)	Basic First Apparatus Arrived At Scene Dispatch To Arrived At Scene In Minutes
22-0001192	10/29/2022 10:03:14	195, 121	Saturday	120	8
22-0001193	10/29/2022 10:52:11	171	Saturday	120	4
22-0001194	10/29/2022 14:16:12	170, 171	Saturday	160	12
22-0001195	10/29/2022 18:09:45	171, 170	Saturday	180	10
22-0001196	10/29/2022 21:35:36	170, 171	Saturday	170	9
22-0001197	10/29/2022 23:29:41	171, 170	Saturday	141	11
22-0001198	10/30/2022 02:44:50	171	Sunday	140	17
22-0001199	10/30/2022 02:54:57	170	Sunday	170	13
22-0001201	10/30/2022 06:24:01	170	Sunday	160	7
22-0001200	10/30/2022 06:15:03	171	Sunday	160	10
22-0001202	10/30/2022 11:38:24	170, 171	Sunday	160	10
22-0001203	10/30/2022 12:53:19	171, 170	Sunday	180	6
22-0001204	10/30/2022 13:39:02	171, 141, 170	Sunday	120	2
22-0001148	10/20/2022 05:17:25	171, 190, 121, 170	Thursday	160	7
22-0001157	10/22/2022 13:10:22	170, 171	Saturday	141	7
22-0001158	10/22/2022 16:39:11	171, 170	Saturday	192	6
22-0001159	10/22/2022 16:54:55	192	Saturday	180	
22-0001160	10/22/2022 17:13:01	171, 170	Saturday	194	3
22-0001161	10/22/2022 18:14:53	171	Saturday	140	5
22-0001163	10/22/2022 19:37:25	170, 171	Saturday	110	5
22-0001164	10/22/2022 23:15:04	170, 171	Saturday	140	9
22-0001165	10/23/2022 05:41:12	170, 171	Sunday	120	8
22-0001166	10/23/2022 13:17:33	171, 170	Sunday	140	6
22-0001167	10/23/2022 14:47:18	170	Sunday	120	6
22-0001121	10/14/2022 18:36:58	170	Friday	120	0
22-0001122	10/15/2022 00:29:00	171	Saturday	170	11
22-0001123	10/15/2022 03:17:13	171	Saturday	190	
22-0001124	10/15/2022 03:45:42	171	Saturday	194	11
22-0001125	10/15/2022 08:49:46	171	Saturday	194	14
22-0001126	10/15/2022 12:04:26	171	Saturday	110	18
22-0001127	10/15/2022 12:32:42	121	Saturday	141	17
22-0001129	10/16/2022 00:27:05	121	Sunday	140	18
22-0001128	10/15/2022 20:38:15	171	Saturday	171	10
22-0001130	10/16/2022 01:58:37	171	Sunday	141	14
22-0001131	10/16/2022 02:37:42	171, 121	Sunday	140	5
22-0001132	10/16/2022 06:58:41	171	Sunday	110	13
22-0001133	10/16/2022 12:47:29	171	Sunday	190	10
22-0001134	10/16/2022 14:20:20	171	Sunday	190	10
22-0001135	10/16/2022 16:49:28	197	Sunday	180	
22-0001136	10/16/2022 17:27:27	171	Sunday	191	9
22-0001092	10/09/2022 14:05:22	121, 170, 198	Sunday	401	4
22-0001093	10/09/2022 15:40:54	161, 198	Sunday	416	3
22-0001086	10/07/2022 21:54:32	198, 141, 192, 121	Friday	140	8
22-0001087	10/08/2022 00:31:45	170, 121	Saturday	140	13
22-0001088	10/08/2022 08:42:45	199, 121	Saturday	120	12
22-0001090	10/08/2022 13:12:47	199, 171	Saturday	140	11
22-0001089	10/08/2022 13:11:03	198	Saturday	120	16
22-0001058	10/01/2022 01:27:42	170, 171	Saturday	180	13
22-0001059	10/01/2022 04:45:32	170, 171	Saturday	120	15
22-0001060	10/01/2022 07:33:32	170, 141, 190	Saturday	825	8
22-0001061	10/01/2022 13:37:22	199	Saturday	192	8
22-0001063	10/01/2022 19:17:40	171, 170	Saturday	140	5

CAD Basic Incident Number	Basic Incident Alarm Date Time (FD1.26)	Basic Apparatus Call Sign List	Basic Incident Day Name (FD1.3)	Basic Incident Zone/District Number (FD1.32)	Basic First Apparatus Arrived At Scene Dispatch To Arrived At Scene In Minutes
22-0001064	10/01/2022 19:38:20	170, 171	Saturday	140	3
22-0001065	10/01/2022 20:07:11	121	Saturday	180	8
22-0001066	10/01/2022 20:13:07	199	Saturday	180	2
22-0001067	10/02/2022 01:48:58	170, 171	Sunday	121	8
22-0001062	10/01/2022 18:36:14	181	Saturday		0
					Avg: 9.11
					Avg: 8.46

Report Filters

Basic Incident Date - Derived (Fd1.3): is between '10/1/2022' and '10/31/2022'

Report Filters

Basic Incident Date Time: is between '10/01/2022' and '10/31/2022'

Report Criteria

Incident Type (Fd1.21): Is Not Blank

Basic Incident Type Code And Description (FD1.21)	Total Incidents Percent of Incidents
Incident Type Category (FD1.21): 1 - Fire	
111 - Building fire	0.65%
113 - Cooking fire, confined to container	0.65%
131 - Passenger vehicle fire	0.65%
Total:	1.95%
Incident Type Category (FD1.21): 3 - Rescue & Emergency Medical Service Incident	
300 - Rescue, EMS incident, other	0.65%
3001 - Lift Assist, Medical	0.65%
311 - Medical assist, assist EMS crew	1.30%
321 - EMS call, excluding vehicle accident with injury	56.49%
322 - Motor vehicle accident with injuries	4.55%
324 - Motor vehicle accident with no injuries.	1.30%
381 - Rescue or EMS standby	0.65%
Total:	65.58%
Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)	
412 - Gas leak (natural gas or LPG)	1.95%
424 - Carbon monoxide incident	0.65%
444 - Power line down	1.30%
Total:	3.90%
Incident Type Category (FD1.21): 5 - Service Call	
553 - Public service	1.95%
554 - Assist invalid	1.95%
561 - Unauthorized burning	2.60%
Total:	6.49%
Incident Type Category (FD1.21): 6 - Good Intent Call	
600 - Good intent call, other	0.65%
611 - Dispatched and cancelled en route	1.95%
6110 - Dispatched and cancelled en route (Medical)	1.95%
6111 - Dispatched and cancelled en route (Fire Alarm)	3.90%
622 - No incident found on arrival at dispatch address	1.30%
651 - Smoke scare, odor of smoke	1.30%
652 - Steam, vapor, fog or dust thought to be smoke	0.65%
671 - HazMat release investigation w/no HazMat	0.65%
Total:	12.34%
Incident Type Category (FD1.21): 7 - False Alarm & False Call	
700 - False alarm or false call, other	1.30%
715 - Local alarm system, malicious false alarm	1.30%
730 - System malfunction, other	0.65%
733 - Smoke detector activation due to malfunction	1.30%
735 - Alarm system sounded due to malfunction	0.65%
740 - Unintentional transmission of alarm, other	0.65%
743 - Smoke detector activation, no fire - unintentional	0.65%
745 - Alarm system activation, no fire - unintentional	1.95%
746 - Carbon monoxide detector activation, no CO	1.30%
Total:	9.74%
Total:	100.00%

AFD Incident Type Report (Summary)

Basic Incident Number (FD1)	Basic Incident Actual Time	Basic Shift Or Platoon (FD1.30)	Basic Incident Type Code And Description (FD1.21)	Basic Aid Given Or Received (FD1.22)	Basic Aid Given Their Fire Department Name (FD1.23)	Total Incidents Percent of Incidents
Incident Type Category (FD1.21): 1 - Fire						
22-0001184	16:54:56	B - Shift 6A MON / 6P FRI	111 - Building fire	Mutual aid given	Robinson Township Fire Dept	
22-0001150	13:29:58	B - Shift 6A MON / 6P FRI	113 - Cooking fire, confined to container	None		
22-0001093	15:40:44	C - Shift 6P FRI / 6P SUN	131 - Passenger vehicle fire	Mutual aid given	Coopersville/Polkton Fire Dept.	
						Total: 0.00%
Count: 3						
Incident Type Category (FD1.21): 3 - Rescue & Emergency Medical Service Incident						
22-0001094	18:24:04	A - Shift 6P SUN / 6A FRI	300 - Rescue, EMS incident, other	None		
22-0001126	12:03:04	C - Shift 6P FRI / 6P SUN	3001 - Lift Assist, Medical	None		
22-0001067	01:48:49	C - Shift 6P FRI / 6P SUN	311 - Medical assist, assist EMS crew	None		
22-0001151	13:41:56	B - Shift 6A MON / 6P FRI	311 - Medical assist, assist EMS crew	None		
22-0001058	01:27:33	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001059	04:40:58	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001063	19:16:03	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001064	19:35:48	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001065	20:05:04	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001068	18:14:52	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001072	22:39:37	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001073	06:38:16	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001074	07:22:55	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001075	14:51:10	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001076	20:56:32	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001077	15:24:22	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001079	23:29:57	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001081	21:47:15	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001082	21:47:11	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001083	07:57:44	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001090	13:10:35	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001095	01:51:29	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001096	15:53:36	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001097	19:19:02	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001098	00:57:43	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001099	12:02:26	B - Shift 6A MON	321 - EMS call, excluding	None		

Basic Incident Number (FD1)	Basic Incident Actual Time	Basic Shift Or Platoon (FD1.30)	Basic Incident Type Code And Description (FD1.21)	Basic Aid Given Or Received (FD1.22)	Basic Aid Given Their Fire Department Name (FD1.23)	Total Incidents Percent of Incidents
		/ 6P FRI	vehicle accident with injury			
22-0001103	19:27:20	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001106	13:00:04	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001108	20:57:52	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001109	22:41:40	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001113	17:54:20	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001115	23:31:01		321 - EMS call, excluding vehicle accident with injury	None		
22-0001116	05:09:56		321 - EMS call, excluding vehicle accident with injury	None		
22-0001118	09:20:53	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001122	00:25:48	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001124	03:40:20	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001125	08:47:21	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001128	20:34:04	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001130	01:53:56	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001134	14:17:45	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001136	17:26:03	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001137	22:31:55	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001138	07:58:48	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001139	11:54:59	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001141	04:34:56	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001143	18:03:49	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001144	21:39:46	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001145	05:42:28	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001146	13:18:16	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001147	01:56:23	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001148	05:17:01	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001149	06:05:47	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001153	00:01:48	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001155	02:28:43	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001156	11:24:33	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001157	13:04:14	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001158	16:36:30	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		

Basic Incident Number (FD1)	Basic Incident Actual Time	Basic Shift Or Platoon (FD1.30)	Basic Incident Type Code And Description (FD1.21)	Basic Aid Given Or Received (FD1.22)	Basic Aid Given Their Fire Department Name (FD1.23)	Total Incidents Percent of Incidents
22-0001160	17:11:04	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001161	18:12:32	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001163	19:34:32	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001164	23:13:55	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001165	05:39:48	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001166	13:15:01	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001168	21:55:33	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001171	20:31:21	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001172	21:45:18	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001175	13:54:31	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001176	22:42:29	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001177	22:52:12	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001178	03:36:02	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001179	09:30:35	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001181	01:01:50	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001182	14:36:36	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001183	15:59:20	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001185	18:40:22	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001188	23:43:57		321 - EMS call, excluding vehicle accident with injury	None		
22-0001190	02:47:32	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001191	08:39:25	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001194	14:12:36	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001195	18:08:01	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001196	21:35:02	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001197	23:27:27	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001198	02:42:36	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001200	06:13:57	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001202	11:35:43	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001203	12:50:04	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0001206	09:58:57	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001207	10:42:15	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001209	11:25:07	B - Shift 6A MON	321 - EMS call, excluding	None		

Basic Incident Number (FD1)	Basic Incident Actual Time	Basic Shift Or Platoon (FD1.30)	Basic Incident Type Code And Description (FD1.21)	Basic Aid Given Or Received (FD1.22)	Basic Aid Given Their Fire Department Name (FD1.23)	Total Incidents Percent of Incidents
		/ 6P FRI	vehicle accident with injury			
22-0001210	11:46:13	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	Mutual aid received		
22-0001211	19:23:30	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0001088	08:40:27	C - Shift 6P FRI / 6P SUN	322 - Motor vehicle accident with injuries	Mutual aid received		
22-0001102	17:26:03	B - Shift 6A MON / 6P FRI	322 - Motor vehicle accident with injuries	None		
22-0001107	18:32:17		322 - Motor vehicle accident with injuries	None		
22-0001110	23:46:01	A - Shift 6P SUN / 6A FRI	322 - Motor vehicle accident with injuries	None		
22-0001140	22:40:21	A - Shift 6P SUN / 6A FRI	322 - Motor vehicle accident with injuries	None		
22-0001152	15:45:06	B - Shift 6A MON / 6P FRI	322 - Motor vehicle accident with injuries	None		
22-0001205	07:41:44	B - Shift 6A MON / 6P FRI	322 - Motor vehicle accident with injuries	None		
22-0001084	16:45:00	B - Shift 6A MON / 6P FRI	324 - Motor vehicle accident with no injuries.	None		
22-0001105	07:07:24	B - Shift 6A MON / 6P FRI	324 - Motor vehicle accident with no injuries.	None		
22-0001186	19:48:34	C - Shift 6P FRI / 6P SUN	381 - Rescue or EMS standby	Mutual aid given	Wright-Tallmadge Fire Dept	
						Total: 0.00%
Count: 101						
Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)						
22-0001085	17:01:50	B - Shift 6A MON / 6P FRI	412 - Gas leak (natural gas or LPG)	None		
22-0001100	13:18:55	B - Shift 6A MON / 6P FRI	412 - Gas leak (natural gas or LPG)	None		
22-0001104	02:43:31	A - Shift 6P SUN / 6A FRI	412 - Gas leak (natural gas or LPG)	None		
22-0001142	16:07:59	B - Shift 6A MON / 6P FRI	424 - Carbon monoxide incident	None		
22-0001112	17:15:50	B - Shift 6A MON / 6P FRI	444 - Power line down	None		
22-0001174	20:22:12	A - Shift 6P SUN / 6A FRI	444 - Power line down	None		
						Total: 0.00%
Count: 6						
Incident Type Category (FD1.21): 5 - Service Call						
22-0001062	18:36:14	C - Shift 6P FRI / 6P SUN	553 - Public service	None		
22-0001121	18:36:33	C - Shift 6P FRI / 6P SUN	553 - Public service	None		
22-0001204	13:37:24	C - Shift 6P FRI / 6P SUN	553 - Public service	None		
22-0001193	10:49:57	C - Shift 6P FRI / 6P SUN	554 - Assist invalid	None		
22-0001199	02:52:46	C - Shift 6P FRI / 6P SUN	554 - Assist invalid	None		
22-0001201	06:23:33	C - Shift 6P FRI / 6P SUN	554 - Assist invalid	None		
22-0001080	09:33:00	B - Shift 6A MON / 6P FRI	561 - Unauthorized burning	None		
22-0001089	13:10:08	C - Shift 6P FRI / 6P SUN	561 - Unauthorized burning	None		
22-0001167	14:46:55	C - Shift 6P FRI / 6P SUN	561 - Unauthorized burning	None		
22-0001192	10:02:12	C - Shift 6P FRI / 6P SUN	561 - Unauthorized burning	None		

Basic Incident Number (FD1)	Basic Incident Actual Time	Basic Shift Or Platoon (FD1.30)	Basic Incident Type Code And Description (FD1.21)	Basic Aid Given Or Received (FD1.22)	Basic Aid Given Their Fire Department Name (FD1.23)	Total Incidents Percent of Incidents
						Total: 0.00%
Count: 10						
Incident Type Category (FD1.21): 6 - Good Intent Call						
22-0001162	19:13:42		600 - Good intent call, other	None		
22-0001066	20:12:12	C - Shift 6P FRI / 6P SUN	611 - Dispatched and cancelled en route	Mutual aid received		
22-0001092	14:02:39	C - Shift 6P FRI / 6P SUN	611 - Dispatched and cancelled en route	Mutual aid given	Coopersville/Polkton Fire Dept.	
22-0001135	16:46:40	C - Shift 6P FRI / 6P SUN	611 - Dispatched and cancelled en route	None		
22-0001117	09:18:43	B - Shift 6A MON / 6P FRI	6110 - Dispatched and cancelled en route (Medical)	None		
22-0001123	03:16:42	C - Shift 6P FRI / 6P SUN	6110 - Dispatched and cancelled en route (Medical)	None		
22-0001154	00:10:33	A - Shift 6P SUN / 6A FRI	6110 - Dispatched and cancelled en route (Medical)	None		
22-0001060	07:33:10	C - Shift 6P FRI / 6P SUN	6111 - Dispatched and cancelled en route (Fire Alarm)	Automatic aid given	Georgetown Township	
22-0001070	07:54:01	B - Shift 6A MON / 6P FRI	6111 - Dispatched and cancelled en route (Fire Alarm)	None		
22-0001111	08:12:49	B - Shift 6A MON / 6P FRI	6111 - Dispatched and cancelled en route (Fire Alarm)	None		
22-0001119	15:59:22	B - Shift 6A MON / 6P FRI	6111 - Dispatched and cancelled en route (Fire Alarm)	None		
22-0001159	16:54:23	C - Shift 6P FRI / 6P SUN	6111 - Dispatched and cancelled en route (Fire Alarm)	None		
22-0001189	00:41:57	C - Shift 6P FRI / 6P SUN	6111 - Dispatched and cancelled en route (Fire Alarm)	None		
22-0001133	12:47:07	C - Shift 6P FRI / 6P SUN	622 - No incident found on arrival at dispatch address	None		
22-0001170	06:34:43	B - Shift 6A MON / 6P FRI	622 - No incident found on arrival at dispatch address	None		
22-0001069	04:01:55	A - Shift 6P SUN / 6A FRI	651 - Smoke scare, odor of smoke	Automatic aid received		
22-0001173	03:15:29	A - Shift 6P SUN / 6A FRI	651 - Smoke scare, odor of smoke	Automatic aid given	Wright-Tallmadge Fire Dept	
22-0001114	21:43:26	A - Shift 6P SUN / 6A FRI	652 - Steam, vapor, fog or dust thought to be smoke	Automatic aid received		
22-0001180	21:11:21	A - Shift 6P SUN / 6A FRI	671 - HazMat release investigation w/no HazMat	None		
						Total: 0.00%
Count: 19						
Incident Type Category (FD1.21): 7 - False Alarm & False Call						
22-0001101	14:02:31	B - Shift 6A MON / 6P FRI	700 - False alarm or false call, other	None		
22-0001169	23:47:33		700 - False alarm or false call, other	None		
22-0001061	13:36:06	C - Shift 6P FRI / 6P SUN	715 - Local alarm system, malicious false alarm	None		
22-0001127	12:31:50	C - Shift 6P FRI / 6P SUN	715 - Local alarm system, malicious false alarm	None		
22-0001208	11:21:09	B - Shift 6A MON / 6P FRI	730 - System malfunction, other	None		
22-0001087	00:29:57	C - Shift 6P FRI / 6P SUN	733 - Smoke detector activation due to malfunction	None		
22-0001129	00:25:44	C - Shift 6P FRI / 6P SUN	733 - Smoke detector activation due to malfunction	None		

Basic Incident Number (FD1)	Basic Incident Actual Time	Basic Shift Or Platoon (FD1.30)	Basic Incident Type Code And Description (FD1.21)	Basic Aid Given Or Received (FD1.22)	Basic Aid Given Their Fire Department Name (FD1.23)	Total Incidents Percent of Incidents
22-0001091	02:21:28		735 - Alarm system sounded due to malfunction	None		
22-0001120	17:51:58	B - Shift 6A MON / 6P FRI	740 - Unintentional transmission of alarm, other	None		
22-0001086	21:52:35	C - Shift 6P FRI / 6P SUN	743 - Smoke detector activation, no fire - unintentional	None		
22-0001071	10:13:36	B - Shift 6A MON / 6P FRI	745 - Alarm system activation, no fire - unintentional	None		
22-0001131	02:36:12	C - Shift 6P FRI / 6P SUN	745 - Alarm system activation, no fire - unintentional	None		
22-0001187	21:40:16	C - Shift 6P FRI / 6P SUN	745 - Alarm system activation, no fire - unintentional	None		
22-0001078	15:44:38	B - Shift 6A MON / 6P FRI	746 - Carbon monoxide detector activation, no CO	None		
22-0001132	06:58:26	C - Shift 6P FRI / 6P SUN	746 - Carbon monoxide detector activation, no CO	None		
						Total: 0.00%
Count: 15						Total: 0.00%
Count: 154						

AFD Aid Given/Received Report

Incident Number	Basic Incident Date Time	Basic Incident Day Name (FD1.3)	Basic Incident Full Address	Aid Given Or Received	Automatic Aid Received Departments
Department Name: (None)					
22-0001066	10/01/2022 20:12:12	Saturday	10438 SOUTH CAMPUS 148 Allendale MI 49401	Mutual aid received	
22-0001069	10/03/2022 04:01:55	Monday	10897 48TH A201 Allendale MI 49401	Automatic aid received	Olive Township Fire Dept, Wright-Tallmadge Fire Dept, Robinson Township Fire Dept, Georgetown Township, Blendon Township Fire Dept
22-0001088	10/08/2022 08:40:27	Saturday	60TH Allendale MI 49401	Mutual aid received	Georgetown Township
22-0001114	10/13/2022 21:43:26	Thursday	4843 PIERCE D3 Allendale MI 49401	Automatic aid received	Blendon Township Fire Dept, Georgetown Township, Olive Township Fire Dept, Robinson Township Fire Dept, Wright-Tallmadge Fire Dept
22-0001210	10/31/2022 11:46:13	Monday	10455 TIMBERLINE Allendale MI 49401	Mutual aid received	Blendon Township Fire Dept
				Count: 5	
Department Name: Coopersville/Polkton Fire Dept.					
22-0001092	10/09/2022 14:02:39	Sunday	95 South 68TH Allendale MI 49401	Mutual aid given	
22-0001093	10/09/2022 15:40:44	Sunday	15585 68TH Allendale MI 49401	Mutual aid given	
				Count: 2	
Department Name: Georgetown Township					
22-0001060	10/01/2022 07:33:10	Saturday	725 BALDWIN 3017 Allendale MI 49401	Automatic aid given	
				Count: 1	
Department Name: Robinson Township Fire Dept					
22-0001184	10/28/2022 16:54:56	Friday	12712 SLEEPER Grand Haven MI 49417	Mutual aid given	
				Count: 1	
Department Name: Wright-Tallmadge Fire Dept					
22-0001173	10/25/2022 03:15:29	Tuesday	1125 COMSTOCK Marne MI 49435	Automatic aid given	
22-0001186	10/28/2022 19:48:34	Friday	8183 KENOWA Grand Rapids MI 49534	Mutual aid given	
				Count: 2	
				Count: 11	

AFD NFIRS Run Data Report - Hour of Day

Hour of Day	Number of Runs
00:00:00 - 00:59:59	7
01:00:00 - 01:59:59	6
02:00:00 - 02:59:59	7
03:00:00 - 03:59:59	4
04:00:00 - 04:59:59	3
05:00:00 - 05:59:59	4
06:00:00 - 06:59:59	6
07:00:00 - 07:59:59	7
08:00:00 - 08:59:59	4
09:00:00 - 09:59:59	5
10:00:00 - 10:59:59	4
11:00:00 - 11:59:59	6
12:00:00 - 12:59:59	5
13:00:00 - 13:59:59	12
14:00:00 - 14:59:59	7
15:00:00 - 15:59:59	7
16:00:00 - 16:59:59	6
17:00:00 - 17:59:59	7
18:00:00 - 18:59:59	9
19:00:00 - 19:59:59	8
20:00:00 - 20:59:59	7
21:00:00 - 21:59:59	10
22:00:00 - 22:59:59	6
23:00:00 - 23:59:59	7
Total: 154	

Budget Amendment Request

Fund Name: General Fund Requested by: Mary Cook
 Department Name: Library Date: 11/1/2022
 Department Number: 790 Amendment #: 13
 Requested by: Mary Cook

	Current Budget	This Amendment	Revised Budget
Transfer In			
TOTAL REVENUES:		\$0.00	\$0.00

EXPENDITURES:

GL Number:



SALARIES	\$264,831.00	(\$6,423.00)	\$258,408.00	101-790.000-702.000
COMMUNITY PROGRAMS	\$15,000.00	(\$1,200.00)	\$13,800.00	101-790.000-807.000
INSURANCE	\$4,400.00	\$1,221.00	\$5,621.00	101-790.000-815.000
MAINTENANCE	\$1,000.00	\$2,000.00	\$3,000.00	101-790.000-930.000
			\$0.00	
			\$0.00	
TOTAL EXPENDITURES:	\$285,231.00	(\$4,402.00)	\$280,829.00	
Revenue Over/(Under) Expenditures	(\$285,231.00)		(\$280,829.00)	
		Net Change to Department	(\$4,402.00)	

Description

Due to staffing fluctuations, we are able to offset the unexpected costs for the insurance and maintenance lines. Insurance experienced a 28% increase that was not foreseen. Beyond our normal wear and tear on the building, we also experienced unexpected maintenance costs with needing to replace the water heater.

Other

Approved/Denied?

**ALLENDALE CHARTER TOWNSHIP
BUDGET RESOLUTION 2022-19 FOR ADOPTION
BY THE ALLENDALE CHARTER TOWNSHIP BOARD
OF THE 2023 FISCAL YEAR BUDGET**

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

The Board of Trustees of Allendale Charter Township resolves:

SECTION 1: TITLE

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

SECTION 2: CHIEF ADMINISTRATIVE OFFICER

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

SECTION 3: FISCAL OFFICER

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

SECTION 4: PUBLIC HEARING ON THE BUDGET

Pursuant to MCLA 42.26, notice of a public hearing on the proposed budget was published in the Grand Rapids Press, a newspaper of general circulation on October 30, 2022 and a public hearing on the Fiscal Year 2023 proposed budget was held on November 14, 2022 at 6:00 p.m. at the Township Hall.

SECTION 5: ESTIMATED REVENUES AND EXPENDITURES OF VARIOUS FUNDS

SUBSECTION A: GENERAL FUND

The total revenues and unreserved fund balance estimated to be available for appropriations in the **GENERAL FUND** of Allendale Charter Township, including an allocated millage of 2.7422 mills; voter authorized millage of 0.0 mills, and various other revenues for the Fiscal Year 2023 are as follows:

REVENUE		NOTES
General Fund Revenues	\$5,690,732	
Fund Balance on 01/01/23	\$4,531,844	
Total Available Funds	\$10,222,576	

That \$5,085,119 of the total available to appropriate in the **GENERAL FUND** is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURE		NOTES
General Fund Expenditures	\$5,085,119	
Fund Balance on 12/31/23	\$5,137,457	

SUBSECTION B: BUILDING INSPECTION FUND

That the total revenues and unappropriated cash balance estimated to be available for the appropriation in the **BUILDING INSPECTION FUND** of the Charter Township of Allendale for the Fiscal Year 2023 is as follows:

REVENUES		NOTES
Building Inspection Fund Revenues	\$261,100	
Fund Balance on 01/01/23	\$29,166	
Total Available Funds	\$290,266	

That \$276,044 of the total available to appropriate in the **BUILDING INSPECTION FUND** is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES		NOTES
Building Inspection Fund Expenditures	\$276,044	
Fund Balance on 12/31/23	\$14,222	

SUBSECTION C: RENTAL ADMIN FUND

That the total revenues and unappropriated cash balance estimated to be available for the appropriation in the **RENTAL ADMIN FUND** of the Charter Township of Allendale for the Fiscal Year 2023 is as follows:

REVENUES		NOTES
Rental Admin Fund Revenues	\$90,400	
Fund Balance on 01/01/23	\$19,940	
Total Available Funds	\$110,340	

That \$97,376 of the total available to appropriate in the **RENTAL ADMIN FUND** is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES		NOTES
Rental Admin Fund Expenditures	\$97,376	
Fund Balance on 12/31/23	\$12,964	

SUBSECTION D: LIBRARY IMPROVEMENT FUND

That the total revenues and unappropriated cash balance estimated to be available for the appropriation in the **LIBRARY IMPROVEMENT FUND** of the Charter Township of Allendale for the Fiscal Year 2023 is as follows:

REVENUES		NOTES
Library Imp Fund Revenues	\$150	
Fund Balance on 01/01/23	\$96,855	
Total Available Funds	\$97,035	

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

EXPENDITURES		NOTES
Library Imp Fund Expenditures	\$0	
Fund Balance on 12/31/23	\$97,035	

SUBSECTION E: CEMETERY IMPROVEMENT FUND

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

REVENUES		NOTES
Cemetery Imp Fund Revenues	\$15,200	
Fund Balance on 01/01/23	\$111,410	
Total Available Funds	\$126,610	

That \$250 of the total available to appropriate in the **CEMETERY IMPROVEMENT FUND** is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES		NOTES
Cemetery Imp Fund Expenditures	\$250	
Fund Balance on 12/31/23	\$126,360	

SUBSECTION F: HISTORICAL SOCIETY FUND

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

REVENUES		NOTES
Historical Society Fund Revenues	\$0	
Fund Balance on 01/01/23	\$8,088	
Total Available Funds	\$8,088	

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

EXPENDITURES		NOTES
Historical Society Fund Expenditures	\$0	
Fund Balance on 12/31/23	\$8,088	

SUBSECTION G: AMERICAN RESCUE PLAN ACT FUND

That the total revenues and unappropriated cash balance estimated to be available for appropriations in the **AMERICAN RESCUE PLAN ACT FUND** of the Charter Township of Allendale for the Fiscal Year 2023 is as follows:

REVENUES		NOTES
American Rescue Plan Act Fund Revenues	\$2,000	
Fund Balance on 01/01/23	\$2,144	
Total Available Funds	\$4,144	

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

EXPENDITURES		NOTES
American Rescue Plan Act Fund Expenditures	\$0	
Fund Balance on 12/31/23	\$4,144	

SUBSECTION H: FIRE STATION BUILDING FUND

That the total revenues and unappropriated cash balance estimated to be available for appropriations in the **FIRE STATION BUILDING FUND** of the Charter Township of Allendale for the Fiscal Year 2023 is as follows:

REVENUES		NOTES
Fire Station Bldg Fund Revenues	\$0	
Fund Balance on 01/01/23	\$1,002,000	
Total Available Funds	\$1,002,000	

That \$1,000,000 of the total available to appropriate in the **FIRE STATION BUILDING FUND** is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES		NOTES
Fire Station Bldg Fund Expenditures	\$1,000,000	
Fund Balance on 12/31/23	\$2,000	

SUBSECTION I: CAPITAL/ONE-TIME PROJECTS FUND

That the total revenues and unappropriated cash balance estimated to be available for appropriations in the **CAPITAL/ONE-TIME PROJECTS FUND** of the Charter Township of Allendale for the Fiscal Year 2023 is as follows:

REVENUES		NOTES
Cap/One-Time-Proj Fund Revenues	\$501,000	
Fund Balance on 01/01/23	\$0	
Total Available Funds	\$501,000	

That \$500,000 of the total available to appropriate in the **CAPITAL/ONE-TIME PROJECTS FUND** is hereby appropriated in the amount and for the purposes set forth below:

EXPENDITURES		NOTES
Cap/One-Time Proj Fund Expenditures	\$500,000	
Fund Balance on 12/31/23	\$1,000	

SUBSECTION J: DOWNTOWN DEVELOPMENT AUTHORITY FUND

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

REVENUES		NOTES
DDA Fund Revenues	\$2,070,978	
Unassigned Fund Balance on 01/01/23	\$1,193,669	Assigned Fund Balance on 01/01/23 is \$1,050,000
Total Available Funds	\$3,264,647	

That \$940,680 of the total available to appropriate in the **DOWNTOWN DEVELOPMENT AUTHORITY FUND** is hereby appropriated in the amount and for the purposes set forth below:

EXPENDITURES		NOTES
DDA Fund Expenditures	\$940,680	
Unassigned Fund Balance on 12/31/23	\$1,273,967	Assigned Fund Balance on 12/31/23 is \$2,100,000

SUBSECTION K: ROAD IMPROVEMENT FUND

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

REVENUES		NOTES
Road Imp Fund Revenues	\$27,300	
Fund Balance on 01/01/23	\$501,287	
Total Available Funds	\$528,587	

That \$129,074 of the total available to appropriate in the **ROAD IMP FUND** is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES		NOTES
Road Imp Fund Expenditures	\$129,074	
Fund Balance on 12/31/23	\$399,513	

SUBSECTION L: WATER/SEWER FUND

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

REVENUES		NOTES
Water/Sewer Fund Revenues	\$6,323,520	
Estimated Cash Reserves on 01/01/23	\$6,969,227	
Total Available Revenues	\$13,292,747	

That \$6,245,445 of the total available to appropriate in the **WATER/SEWER FUND** is hereby appropriated in the amount and for the purposes set forth below:

EXPENDITURES		NOTES
Water/Sewer Fund Expenditures	\$6,245,445	
Estimated Cash Reserves on 12/31/23	\$7,047,302	

SUBSECTION M:

A 2023 Budget Year Worksheet is made part of this resolution, by reference, to provide for greater line item detail of the 2023 Fiscal Year budget and serve as a basis for future fiscal year budgeting.

SECTION 6: ADOPTION OF BUDGET BY REFERENCE

The 2023 Fiscal Year budget of Allendale Charter Township is hereby adopted by reference, with the revenues and activity expenditures as indicated in Section 5 of this resolution.

SECTION 7: ADOPTION OF BUDGET BY ACTIVITY

The Allendale Charter Township Board of Trustees adopts the 2023 Fiscal Year budget by activity. The Township Chief Administrative Officer, who is responsible for the expenditures authorized in the budget, may expend Township funds up to, but not to exceed, the total appropriation authorized in each activity; however, salary/benefits line items within an activity shall not be decreased in order to increase another non-salary/benefits line item.

SECTION 8: INSURANCE BENEFITS

Monies for the following insurances are included within the budget:

1. Health Insurance – Priority Health - HMO HRA (*for full-time staff*)
 - HRA Payment Single = \$2,750
 - HRA Payment Double = \$5,500
 - HRA Payment Family = \$5,500

Employee premium insurance contributions for the Priority Health HMO HRA Plan are as follows:

Single (6)	- \$ 125.82/month	(ACT portion = \$ 503.27)
Double (2)	- \$ 276.80/month	(ACT portion = \$1,107.19)
Family (16)	- \$ 346.00/month	(ACT portion = \$1,383.99)

2. In-lieu of Health Ins –
 - Hired before 12/31/19
 - i. Single - \$ 247.00/month
 - ii. Double (1) - \$ 533.00/month
 - iii. Family (4) - \$ 695.50/month
 - Hired after 12/31/19
 - i. All (4) - \$ 216.67/month
3. Dental Insurance – Mutual of Omaha (*for full-time staff*)
4. Short Term Disability – Self-funded (*for full-time staff*)
5. Long Term Disability - Mutual of Omaha (*for full-time staff*)
6. Workers Compensation – Michigan Municipal League (*for full-time and part-time staff*)
7. Life and AD&D Insurance – Mutual of Omaha
 - \$20,000 (*for full-time staff*)
 - \$50,000 (*for fire/rescue staff and trustees*)
8. Liability & Vehicle Insurance – Par Plan

SECTION 9: STAFFING

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

Township Board

Position Title	# Positions	# Filled	# Vacant
Trustees (4)	4	4	0

Supervisor

Position Title	# Positions	# Filled	# Vacant
Supervisor	1	1	0
Operations Coordinator	1	1	0

Finance/Accounting

Position Title	# Positions	# Filled	# Vacant
Finance/Acct Director	1	1	0
Accounting Assistant (part-time)	1	1	0

Clerk

Position Title	# Positions	# Filled	# Vacant
Clerk	1	1	0
Deputy Clerk	1	1	0

Board of Review

Position Title	# Positions	# Filled	# Vacant
Board of Review members (as needed)	4	4	0

Administration

Position Title	# Positions	# Filled	# Vacant
Administrative Assistant	1	1	0
Safety Coordinator (10%)	1	1	0

Treasurer

Position Title	# Positions	# Filled	# Vacant
Treasurer	1	1	0

Assessing

Position Title	# Positions	# Filled	# Vacant
Head Assessor	1	1	0
Assessor	1	1	0

Elections

Position Title	# Positions	# Filled	# Vacant
Election Inspectors	30	0	30

Building & Grounds

Position Title	# Positions	# Filled	# Vacant
Facilities Supervisor	1	1	0
Custodian (65%)	1	1	0

Human Resources

Position Title	# Positions	# Filled	# Vacant
Human Resources Director (60%)	1	1	0

Fire Department

Position Title	# Positions	# Filled	# Vacant
Fire Chief	1	1	0
Captain	1	1	0
Lieutenant 1	1	1	0
Lieutenant 2 (50%)	1	1	0
Paid-on-call	35	31	4

Highway M-45

Position Title	# Positions	# Filled	# Vacant
Maintenance Operator #2	1	1	0
Maintenance Operator #3	1	1	0

Cemetery

Position Title	# Positions	# Filled	# Vacant
Maintenance Operator #1 (50%)	1	1	0
Summer Help	1	0	1

Lifelong Learners

Position Title	# Positions	# Filled	# Vacant
Lifelong Learner's Director	1	1	0

Planning & Zoning

Position Title	# Positions	# Filled	# Vacant
Planning & Zoning Asst (65%)	1	1	0

Zoning Board of Appeals

Position Title	# Positions	# Filled	# Vacant
Zoning Board of Appeals members (as needed)	4	4	0

Planning Commission

Position Title	# Positions	# Filled	# Vacant
Planning Commission members (as needed)	7	7	0

Recreation & Parks

Position Title	# Positions	# Filled	# Vacant
Maintenance Operator #1 (50%)	1	1	0
Maintenance Assistant	1	1	0
Park Advisory Board	7	7	0

Community Promotions

Position Title	# Positions	# Filled	# Vacant
Community Promotions Coordinator	1	1	0

Library

Position Title	# Positions	# Filled	# Vacant
Library Director	1	1	0
Youth Services Librarian	1	1	0
Circulation Asst II	1	1	0
Part-time employees	7	7	0
Library Advisory Board	8	7	1

Building Permit Fund

Position Title	# Positions	# Filled	# Vacant
Planning & Zoning Asst (35%)	1	1	0

Rental Administration Fund

Position Title	# Positions	# Filled	# Vacant
Lieutenant 2 (50%)	1	1	0
Safety Coordinator (50%)	1	1	0

Water/Sewer Fund

Position Title	# Positions	# Filled	# Vacant
Public Utilities Superintendent	1	1	0
Water Supervisor	1	1	0
Waste Water Supervisor	1	1	0
Public Utilities Operator	5	5	0
Inspector	1	1	0
Lab Tech	1	1	0
Custodian #1	1	1	0
Custodian #2	1	1	0
Seasonal	2	0	2
Public Utilities Clerk	1	1	0
Human Resources Director (40%)	1	1	0
Safety Coordinator (40%)	1	1	0

Contracted Professional Service Agreements

Professional Service Provided
Legal Services (Scholten Fant) (Dickinson Wright)
Engineering Services (Fleis & VandenBrink)
Financial Audit Services (Kiekoover, Scholma, & Schumaker)
Planning Services (Fresh Coast Planning)
IT Services (Rehmann IT)
Building, Electrical, Plumbing and Mechanical Inspections (Professional Code Inspections)
Ottawa County Sheriff's Department (4.33 FTEs or portion of 5)

SECTION 10: TRANSFER AUTHORITY

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

The line item amounts for salaries and wages, FICA, 401a, and employee insurance within and between the General Fund, Building Dept Fund, Rental Administration Fund, and Water/Sewer Fund may be increased or reduced by the Chief Administrative Officer as necessary, if the net effect of the amendment will not exceed the amounts for salary and wages rates established by the Board (*as found in the line item detail*) for the staff positions these line items fund.

SECTION 11: ASSIGNED FUND BALANCES

GENERAL FUND

The assigned fund balance of the General Fund is less than 1% of its' fund balance and is considered immaterial.

DOWNTOWN DEVELOPMENT AUTHORITY FUND

\$200,000 – 60th Ave /Lake Michigan Dr intersection

\$400,000 – 60th Ave pathway (Idema Trail)

\$1,500,000 – Future land purchase

WATER/SEWER FUND

\$2,159,434 – Capital projects-estimated by taking the most currently audited year (2021) add in 2022's and 2023's projected Connections revenue and subtracting 2022's and 2023's principal debt payments.

SECTION 12: PERIODIC FISCAL REPORTS

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

- A. A summary statement of the actual financial condition of the various funds;
- B. A summary statement showing the revenues and expenditures for the previous month and for the current Fiscal Year;
- C. A summary statement showing the revenues and expenditures for the previous Fiscal Year year-to-date compared to the current Fiscal Year year-to-date.

SECTION 13: LIMIT OF OBLIGATIONS AND PAYMENTS

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

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

SECTION 14: BUDGET MONITORING

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

SECTION 15: VIOLATIONS OF THIS RESOLUTION

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

SECTION 16: BOARD ADOPTION

Motion made by xxxxx, supported by xxxxxx to adopt the foregoing resolution.

Upon roll call vote the following voted:

Ayes:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED.

Dated: November 28, 2022

Township Clerk
Jody Hansen

Township Supervisor
Adam Elenbaas

CERTIFICATE

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

Township Clerk
Jody Hansen

		2023 REQUESTED BUDGET
GL NUMBER	DESCRIPTION	
ESTIMATED REVENUES		
Dept 000.000 - REVENUE		
101-000.000-402.000	REAL PROPERTY TAXES	1,280,000
101-000.000-410.000	PERSONAL PROPERTY TAXES	57,254
101-000.000-434.000	TOWNSHIP SHARE MOBILE HOME TAX	3,000
101-000.000-437.000	INDUSTRIAL FACILITY TAX	4,107
101-000.000-447.000	TAX ADMIN FEE	275,000
101-000.000-451.000	STREET LIGHT ASSESSMENT	77,000
101-000.000-477.000	CABLE FRANCHISE FEES	145,000
101-000.000-479.000	STATE LIQUOR LICENSE FEES	5,000
101-000.000-491.000	Collection Fees Dog License	100
101-000.000-493.000	Zoning Compliance Permits	1,000
101-000.000-494.000	SPECIAL USE PERMITS	1,000
101-000.000-528.000	OTHER FEDERAL GRANTS	560,000
		560,000
	ARPA FUNDS	
	ELECTIONS GRANT	
101-000.000-564.000	STATE REV SHARING-CVTRS	74,682
101-000.000-567.000	State Grants Library	34,776
101-000.000-573.000	STATE GRANTS-METRO ACT	12,000
101-000.000-574.000	STATE REV SHARE-CONST SALES TX	2,551,625
101-000.000-581.000	TALLMADGE LIBRARY CONTRIBUTION	110,000
101-000.000-602.000	ZONING CHANGE CHARGE	1,000
101-000.000-605.000	ADMIN CHARGE	215,088
101-000.000-613.000	MISC INCOME	1,000
101-000.000-634.000	OPENING/CLOSING BURIALS	20,000
101-000.000-656.000	Penal Fines	100,000
101-000.000-657.000	Ordinance Fines	3,000
101-000.000-658.000	Civil Infraction Fines	100
101-000.000-659.000	LIBRARY FINES/MISC	8,000
101-000.000-665.000	Interest	12,000
101-000.000-667.000	Hall Rental Income	3,000
101-000.000-667.001	PAVILION RENTAL	1,000
101-000.000-667.050	Rental-Water Tank-Omnipoint	16,000
101-000.000-676.010	Reimbursement Summer Tax Coll.	16,000
101-000.000-676.040	Reimbursement Fire Protection	100,000
101-000.000-676.070	INSURANCE REIMBURSEMENTS	3,000
Totals for dept 000.000 - REVENUE		5,690,732
TOTAL ESTIMATED REVENUES		5,690,732
APPROPRIATIONS		
Dept 101.000 - Township Board		
101-101.000-702.000	Salaries	18,054
	TRUSTEES	17,700
	2% YE ADJ	354
	GL # FOOTNOTE TOTAL:	18,054
101-101.000-703.000	Per Diem	2,000
101-101.000-715.000	Employers Fica	1,534
101-101.000-721.000	PROFESSIONAL DEVELOPMENT	7,000
		4,500
	DUES-MTA	2,500
	SEMINARS-MTA	
	GL # FOOTNOTE TOTAL:	7,000
101-101.000-860.000	MILEAGE	500
101-101.000-900.000	PRINTING, PUBLISHING, & POSTAGE	4,500
		4,500
	ANNOUNCER	
	CHAMBER DIRECTORY	
Totals for dept 101.000 - Township Board		33,588
Dept 171.000 - Supervisor		
101-171.000-702.000	Salaries	147,767
	TWP SUPERVISOR	86,994
	OPERATIONS COORD	57,876
	2% YE ADJ	2,897
	GL # FOOTNOTE TOTAL:	147,767
101-171.000-715.000	Employers Fica	11,304
101-171.000-716.000	EMPLOYER'S 401(A)	8,866
101-171.000-721.000	PROFESSIONAL DEVELOPMENT	5,000
		5,000
	SEMINARS	

		2023 REQUESTED BUDGET
GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 171.000 - Supervisor		
101-171.000-732.000	SUPPLIES	300
101-171.000-802.000	Contracted Services	1,000
		1,000
	CELL PHONE	
101-171.000-860.000	MILEAGE	1,000
101-171.000-955.000	Miscellaneous	2,500
		2,000
	NEW LAPTOP	
		500
	MISC	
	GL # FOOTNOTE TOTAL:	2,500
Totals for dept 171.000 - Supervisor		177,737
Dept 191.000 - FINANCE/ACCT		
101-191.000-702.000	Salaries	129,400
		89,271
	FINANCE/ACCT DIRECTOR	
		37,591
	ACCT CLERK	
		2,537
	2% YE ADJ	
	GL # FOOTNOTE TOTAL:	129,400
101-191.000-715.000	Employers Fica	9,900
101-191.000-716.000	EMPLOYER'S 401(A)	5,400
101-191.000-721.000	PROFESSIONAL DEVELOPMENT	3,000
		3,000
	SEMINARS	
101-191.000-732.000	SUPPLIES	100
101-191.000-860.000	MILEAGE	200
Totals for dept 191.000 - FINANCE/ACCT		148,000
Dept 209.000 - EMPLOYEE INSURANCES		
101-209.000-710.000	In Lieu Of Health Insurance	46,000
101-209.000-715.000	Employers Fica	3,600
101-209.000-717.000	LIFE INS	2,000
101-209.000-718.000	DISABILITY INS	6,000
101-209.000-719.000	WORKER'S COMP INS	30,000
101-209.000-720.000	EMPLOYERS HEALTH INSURANCE	240,000
101-209.000-720.020	EMPLOYEE HEALTH ASSISTANCE PROGRAM	15,000
Totals for dept 209.000 - EMPLOYEE INSURANCES		342,600
Dept 215.000 - CLERK		
101-215.000-702.000	Salaries	86,092
		76,121
	CLERK	
		8,282
	DEPUTY CLERK	
		1,689
	2% YE ADJ	
	GL # FOOTNOTE TOTAL:	86,092
101-215.000-715.000	Employers Fica	6,586
101-215.000-716.000	EMPLOYER'S 401(A)	5,166
101-215.000-721.000	PROFESSIONAL DEVELOPMENT	5,200
		4,500
	SEMINARS	
		700
	DUES	
	GL # FOOTNOTE TOTAL:	5,200
101-215.000-732.000	SUPPLIES	1,000
101-215.000-802.000	Contracted Services	3,000
		1,500
	CODIFY ADD'L ORDINANCES	
		1,500
	ANNUAL CODIFY MAINT	
	GL # FOOTNOTE TOTAL:	3,000
101-215.000-807.000	COMMUNITY PROGRAMS	3,500
		3,500
	PASSPORTS	
101-215.000-860.000	MILEAGE	1,000
101-215.000-900.000	PRINTING, PUBLISHING, & POSTAGE	8,000
		8,000
	MLIVE-BOT	
101-215.000-955.000	Miscellaneous	1,000
Totals for dept 215.000 - CLERK		120,544
Dept 223.000 - AUDIT		

		2023 REQUESTED BUDGET
GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 223.000 - AUDIT		
101-223.000-805.000	Auditor Consultant	1,000
101-223.000-810.000	AUDIT	10,000
Totals for dept 223.000 - AUDIT		11,000
Dept 247.000 - BOARD OF REVIEW		
101-247.000-702.000	Salaries	3,000
101-247.000-715.000	Employers Fica	230
101-247.000-721.000	PROFESSIONAL DEVELOPMENT	400
		400
SEMINARS		
101-247.000-955.000	Miscellaneous	100
Totals for dept 247.000 - BOARD OF REVIEW		3,730
Dept 248.000 - ADMINISTRATION		
101-248.000-702.000	Salaries	45,390
		34,000
ADMIN ASST		5,500
SAFETY COORD (10%)		5,000
INTERN		890
2% YE ADJ		
GL # FOOTNOTE TOTAL:		45,390
101-248.000-715.000	Employers Fica	3,473
101-248.000-716.000	EMPLOYER'S 401(A)	2,424
101-248.000-721.000	PROFESSIONAL DEVELOPMENT	10,500
		9,000
METRO COUNCIL DUES		1,000
DUES		500
ADMIN ASST SEMINARS		
GL # FOOTNOTE TOTAL:		10,500
101-248.000-732.000	SUPPLIES	6,500
		5,500
SUPPLIES		1,000
SAFETY MATERIALS		
GL # FOOTNOTE TOTAL:		6,500
101-248.000-802.000	Contracted Services	75,400
		8,000
COPY MACHINE CONTRACT		800
POSTAGE MACHINE RENTAL		900
ANNUAL POSTAGE CONTRACT		2,500
LAKESHORE ADVANTAGE		2,000
SAFETY TRAINING		3,000
ARCHIVE SOCIAL		42,000
REHMANN IT SERVICES		5,500
OFFICE 365-LIFTOFF		1,200
ADOBE		2,500
BARACUDA		2,000
MICROSOFT OUTLOOK		5,000
REHMANN OUT OF SCOPE		
GL # FOOTNOTE TOTAL:		75,400
101-248.000-900.000	PRINTING, PUBLISHING, & POSTAGE	10,000
101-248.000-955.000	Miscellaneous	1,000
Totals for dept 248.000 - ADMINISTRATION		154,687
Dept 253.000 - TREASURER		
101-253.000-702.000	Salaries	6,192
		6,070
TREASURER		122
2% YE ADJ		

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GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 253.000 - TREASURER		
GL # FOOTNOTE TOTAL:		6,192
101-253.000-715.000	Employers Fica	475
101-253.000-721.000	PROFESSIONAL DEVELOPMENT	850
	SEMINARS	600
	DUES	250
GL # FOOTNOTE TOTAL:		850
101-253.000-802.000	Contracted Services	4,000
	BS&A	4,000
101-253.000-900.000	PRINTING, PUBLISHING, & POSTAGE	6,500
	TAX BILLS	6,500
Totals for dept 253.000 - TREASURER		18,017
Dept 257.000 - ASSESSOR		
101-257.000-702.000	Salaries	162,257
	HEAD ASSESSOR	89,775
	ASSESSOR	69,300
	2% YE ADJ	3,182
GL # FOOTNOTE TOTAL:		162,257
101-257.000-715.000	Employers Fica	12,415
101-257.000-716.000	EMPLOYER'S 401 (A)	9,735
101-257.000-721.000	PROFESSIONAL DEVELOPMENT	3,000
	DUES	1,000
	SEMINARS	2,000
GL # FOOTNOTE TOTAL:		3,000
101-257.000-732.000	SUPPLIES	500
101-257.000-802.000	Contracted Services	26,200
	APPRAISER SERVICES	20,000
	ANNUAL GIS	3,700
	SKETCHING	1,000
	BS&A	1,500
GL # FOOTNOTE TOTAL:		26,200
101-257.000-860.000	MILEAGE	1,500
101-257.000-900.000	PRINTING, PUBLISHING, & POSTAGE	7,000
	ASSESSMENT NOTICES	5,000
	PERSONAL PROPERTY NOTICES	2,000
GL # FOOTNOTE TOTAL:		7,000
101-257.000-955.000	Miscellaneous	500
101-257.000-971.000	CAPITAL OUTLAY	300
	NEW MONITOR-HEAD ASSESSOR	300
Totals for dept 257.000 - ASSESSOR		223,407
Dept 262.000 - ELECTIONS		
101-262.000-702.000	Salaries	6,000
101-262.000-732.000	SUPPLIES	2,500
	VOTER REGISTRATION DAY	2,500
101-262.000-802.000	Contracted Services	15,000
	TEST BALLOTS	500
	VOTER ID CARDS	14,500
GL # FOOTNOTE TOTAL:		15,000
101-262.000-860.000	MILEAGE	250
101-262.000-900.000	PRINTING, PUBLISHING, & POSTAGE	5,500
	ELECTION PUBLICATIONS; FORMS;VOTER ID CARDS;AV BALLOTS;BALLOTS	5,500
101-262.000-930.000	Maintenance	3,500
	ELECTION EQUIP MAINT	3,500
101-262.000-955.000	Miscellaneous	1,000

		2023 REQUESTED BUDGET
GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 262.000 - ELECTIONS		
Totals for dept 262.000 - ELECTIONS		33,750
Dept 265.000 - BUILDING & GROUNDS		
101-265.000-702.000	Salaries	101,945
	FACILITIES SUPERVISOR	77,277
	CUSTODIAN #1 (65%)	22,646
	2% YE ADJ	2,022
	GL # FOOTNOTE TOTAL:	101,945
101-265.000-715.000	Employers Fica	7,799
101-265.000-716.000	EMPLOYER'S 401(A)	6,117
101-265.000-732.000	SUPPLIES	4,300
	SUPPLIES	4,000
	FLOWERS/SHRUBS/TREES	300
	GL # FOOTNOTE TOTAL:	4,300
101-265.000-802.000	Contracted Services	15,000
	TELEPHONE	11,000
	CELL PHONE	1,000
	UNIFORM SERVICE	3,000
	GL # FOOTNOTE TOTAL:	15,000
101-265.000-815.000	INSURANCE	14,000
101-265.000-863.000	FUEL	6,500
101-265.000-926.000	UTILITIES	39,065
	ELECTRICITY	14,300
	HEATING FUEL	20,500
	TRASH	1,265
	WATER USAGE	3,000
	GL # FOOTNOTE TOTAL:	39,065
101-265.000-930.000	Maintenance	33,000
	GENERAL MAINT	10,000
	TRUCK MAINT	3,000
	TRACTOR MAINT	5,000
	SIDEWALK MAINT	15,000
	GL # FOOTNOTE TOTAL:	33,000
101-265.000-955.000	Miscellaneous	1,500
Totals for dept 265.000 - BUILDING & GROUNDS		229,226
Dept 266.000 - ATTORNEY		
101-266.000-802.000	Contracted Services	75,000
101-266.000-802.010	Contracted Services P.C.	12,000
101-266.000-802.025	CONTRACTED SERVICES-TAX TRIBUNAL	25,000
Totals for dept 266.000 - ATTORNEY		112,000
Dept 270.000 - HUMAN RESOURCES		
101-270.000-702.000	Salaries	43,093
	HR DIRECTOR (60%)	42,248
	2% YE ADJ	845
	GL # FOOTNOTE TOTAL:	43,093
101-270.000-715.000	Employers Fica	3,297
101-270.000-716.000	EMPLOYER'S 401(A)	2,586
101-270.000-721.000	PROFESSIONAL DEVELOPMENT	11,500
	HR DIRECTOR SEMINARS	2,000
	SAFETY SEMINARS	1,000
	GROUP SEMINARS	8,000
	DUES	500
	GL # FOOTNOTE TOTAL:	11,500

		2023 REQUESTED BUDGET
GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 270.000 - HUMAN RESOURCES		
101-270.000-802.000	Contracted Services	8,684
	BSA HR	480
	BSA PAYROLL	600
	ANDREWS TECHNOLOGY-NOVATIME	3,000
	BAMBOO	2,304
	SURVEY MONKEY	300
	RECRUITING	2,000
	GL # FOOTNOTE TOTAL:	8,684
101-270.000-955.000	Miscellaneous	1,300
	NEW LAPTOP HR (60%)	1,200
	MISC	100
	GL # FOOTNOTE TOTAL:	1,300
Totals for dept 270.000 - HUMAN RESOURCES		70,460
Dept 301.000 - POLICE OFFICER		
101-301.000-802.000	Contracted Services	743,000
	4.6667 DEPUTIES	734,000
	3X LICENSE PLATE READERS	9,000
	GL # FOOTNOTE TOTAL:	743,000
101-301.000-955.000	Miscellaneous	500
Totals for dept 301.000 - POLICE OFFICER		743,500
Dept 336.000 - FIRE DEPT		
101-336.000-702.000	Salaries	568,100
	FIRE CHIEF	107,666
	CAPTAIN	69,386
	LIEUTENANT (1)	68,796
	LIEUTENANT (2)	31,701
	2% YE ADJ	5,551
	ON CALL PAY (\$20K/MONTH)	240,000
	ON CALL LONGEVITY	20,000
	POTENTIAL NEW HIRE	25,000
	GL # FOOTNOTE TOTAL:	568,100
101-336.000-715.000	Employers Fica	43,345
101-336.000-716.000	EMPLOYER'S 401(A)	18,500
101-336.000-721.000	PROFESSIONAL DEVELOPMENT	13,500
	SEMINARS	1,000
	DUES	1,500
	FIRE FIGHTER TRAINING	5,000
	MEDICAL TRAINING	6,000
	GL # FOOTNOTE TOTAL:	13,500
101-336.000-732.000	SUPPLIES	7,300
	FIRE FIGHTING	3,000
	MEDICAL	3,000
	MISC	1,300
	GL # FOOTNOTE TOTAL:	7,300
101-336.000-802.000	Contracted Services	38,900
	UNIFORMS	4,000
	CELL PHONE	800

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GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 336.000 - FIRE DEPT		
		28,000
	MEDICAL PHYSICALS	
		5,000
	SOFTWARE/LICENSES	
		1,000
	INTERNET	
		100
	MISC	
	GL # FOOTNOTE TOTAL:	38,900
101-336.000-807.000	COMMUNITY PROGRAMS	1,000
		1,000
	PUBLIC FIRE EDUCATION	
101-336.000-815.000	INSURANCE	15,000
101-336.000-836.000	HAZ-MAT RESPONSE	2,200
101-336.000-863.000	FUEL	15,450
		150
	MISC	
		2,000
	121	
		1,500
	122	
		1,700
	141	
		1,200
	161	
		2,400
	170	
		2,500
	171	
		400
	180	
		600
	181	
		300
	182	
		200
	183	
		2,500
	190	
	GL # FOOTNOTE TOTAL:	15,450
101-336.000-900.000	PRINTING, PUBLISHING, & POSTAGE	100
101-336.000-926.000	UTILITIES	30,000
	ELECTRIC	
	HEATING FUEL	
	TRASH	
	WATER	
101-336.000-930.000	Maintenance	16,200
		1,200
	RADIO	
		5,000
	FIRE SIMULATOR	
		8,000
	EQ MAINT	
		2,000
	MISC	
	GL # FOOTNOTE TOTAL:	16,200
101-336.000-935.000	Truck Maintenance	43,000
		2,000
	MISC	
		7,000
	121	
		7,000
	122	
		7,000
	141	
		7,000
	161	
		3,000
	170	
		3,000
	171	
		2,000
	180	
		1,000
	181	
		500

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GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 336.000 - FIRE DEPT		
	182	500
	183	3,000
	190	
	GL # FOOTNOTE TOTAL:	43,000
101-336.000-955.000	Miscellaneous	1,300
101-336.000-972.000	EQUIPMENT REPLACEMENT	5,000
		5,000
	MISC SMALL EQUIP REPLACEMENT	
Totals for dept 336.000 - FIRE DEPT		818,895
Dept 445.000 - DRAIN AT LARGE		
101-445.000-930.000	Maintenance	45,716
Totals for dept 445.000 - DRAIN AT LARGE		45,716
Dept 446.000 - ROADS		
101-446.000-861.000	Dust Control	30,720
		7,680
	APP 1	7,680
	APP 2	7,680
	APP 3	7,680
	APP 4	7,680
	GL # FOOTNOTE TOTAL:	30,720
Totals for dept 446.000 - ROADS		30,720
Dept 448.000 - STREET LIGHTS		
101-448.000-920.000	Electricity	105,000
101-448.000-920.002	Henry St/Town Center Electricity	1,500
Totals for dept 448.000 - STREET LIGHTS		106,500
Dept 449.000 - HIGHWAY-M45		
101-449.000-702.000	Salaries	101,783
		55,910
	MAINTENANCE OPERATOR	43,877
	MAINTENANCE OPERATOR	1,996
	2% YE ADJ	
	GL # FOOTNOTE TOTAL:	101,783
101-449.000-715.000	Employers Fica	7,787
101-449.000-716.000	EMPLOYER'S 401 (A)	6,107
101-449.000-732.000	SUPPLIES	2,350
		150
	MISC	2,200
	FLOWERS/SHRUBS/TREES	
	GL # FOOTNOTE TOTAL:	2,350
101-449.000-802.000	Contracted Services	4,000
		3,500
	FERTILIZER	500
	MISC	
	GL # FOOTNOTE TOTAL:	4,000
101-449.000-815.000	INSURANCE	2,000
101-449.000-863.000	FUEL	2,500
101-449.000-926.000	UTILITIES	82,000
		22,000
	ELECTRICITY	60,000
	WATER USAGE	
	GL # FOOTNOTE TOTAL:	82,000
101-449.000-930.000	Maintenance	22,000
		4,000
	IRRIGATION	6,000
	LIGHTS & POLES	12,000
	2022 LIGHTS	
	GL # FOOTNOTE TOTAL:	22,000
101-449.000-955.000	Miscellaneous	2,000
Totals for dept 449.000 - HIGHWAY-M45		232,527

		2023 REQUESTED BUDGET
GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 567.000 - CEMETERY		
101-567.000-702.000	Salaries	43,089
		29,244
	MAINT OP (50%)	13,000
	SUMMER HELP	845
	2% YE ADJ	
	GL # FOOTNOTE TOTAL:	43,089
101-567.000-715.000	Employers Fica	3,297
101-567.000-716.000	EMPLOYER'S 401(A)	1,755
101-567.000-732.000	SUPPLIES	600
101-567.000-802.000	Contracted Services	2,200
101-567.000-815.000	INSURANCE	450
101-567.000-863.000	FUEL	2,200
101-567.000-926.000	UTILITIES	450
		450
	ELECTRICITY	
101-567.000-930.000	Maintenance	2,000
101-567.000-955.000	Miscellaneous	100
Totals for dept 567.000 - CEMETERY		56,141
Dept 672.000 - LIFELONG LEARNERS		
101-672.000-702.000	Salaries	28,057
		27,506
	SENIORS DIRECTOR	551
	2% YE ADJ	
	GL # FOOTNOTE TOTAL:	28,057
101-672.000-715.000	Employers Fica	2,147
101-672.000-721.000	PROFESSIONAL DEVELOPMENT	100
		100
	SEMINARS	
	DUES	
101-672.000-732.000	SUPPLIES	200
101-672.000-802.000	Contracted Services	8,500
		8,500
	MISC TRIPS	
101-672.000-813.000	POSTAGE	150
101-672.000-860.000	MILEAGE	100
Totals for dept 672.000 - LIFELONG LEARNERS		39,254
Dept 701.000 - PLANNING & ZONING		
101-701.000-702.000	Salaries	31,719
		31,096
	PLANNING & ZONING ASSITANT (65%)	623
	2% YE ADJ	
	GL # FOOTNOTE TOTAL:	31,719
101-701.000-715.000	Employers Fica	2,427
101-701.000-716.000	EMPLOYER'S 401(A)	1,904
101-701.000-721.000	PROFESSIONAL DEVELOPMENT	300
		300
	SEMINARS	
101-701.000-732.000	SUPPLIES	100
101-701.000-802.000	Contracted Services	70,000
		35,000
	FRESH COAST PLANNING	
		35,000
	FLEIS & VANDENBRINK	
	GL # FOOTNOTE TOTAL:	70,000
101-701.000-900.000	PRINTING, PUBLISHING, & POSTAGE	10,000
		9,000
	MLIVE PUBLISHING ORDINANCE & PUB HEARINGS	1,000
	MAILINGS	
	GL # FOOTNOTE TOTAL:	10,000
101-701.000-955.000	Miscellaneous	100
Totals for dept 701.000 - PLANNING & ZONING		116,550
Dept 702.000 - ZONING BOARD OF APPEALS		
101-702.000-702.000	Salaries	2,000
101-702.000-715.000	Employers Fica	153
101-702.000-721.000	PROFESSIONAL DEVELOPMENT	200
		200
	SEMINARS	
101-702.000-732.000	SUPPLIES	50

		2023 REQUESTED BUDGET
GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 702.000 - ZONING BOARD OF APPEALS		
101-702.000-900.000	PRINTING, PUBLISHING, & POSTAGE	200
Totals for dept 702.000 - ZONING BOARD OF APPEALS		2,603
Dept 704.000 - PLANNING COMMISSION		
101-704.000-702.000	Salaries	15,000
101-704.000-715.000	Employers Fica	1,148
101-704.000-721.000	PROFESSIONAL DEVELOPMENT	500
		500
SEMINARS		
101-704.000-732.000	SUPPLIES	100
101-704.000-955.000	Miscellaneous	500
Totals for dept 704.000 - PLANNING COMMISSION		17,248
Dept 751.000 - RECREATION AND PARKS		
101-751.000-702.000	Salaries	58,760
		29,244
MAINT OPERATOR (50%)		
		26,366
MAINT ASSISTANT		
		2,000
PARK ADVISORY BOARD		
		1,150
2% YE ADJ		
GL # FOOTNOTE TOTAL:		58,760
101-751.000-715.000	Employers Fica	4,496
101-751.000-716.000	EMPLOYER'S 401(A)	1,755
101-751.000-732.000	SUPPLIES	3,000
		2,000
FLOWERS/SHRUBS/TREES		
		1,000
CLEANING SUPPLIES		
GL # FOOTNOTE TOTAL:		3,000
101-751.000-802.000	Contracted Services	4,500
		3,000
FERTILIZER		
		1,500
MISC		
GL # FOOTNOTE TOTAL:		4,500
101-751.000-815.000	INSURANCE	2,000
101-751.000-863.000	FUEL	4,500
101-751.000-926.000	UTILITIES	13,000
		9,000
ELECTRICITY		
		4,000
WATER USAGE		
GL # FOOTNOTE TOTAL:		13,000
101-751.000-930.000	Maintenance	9,000
Totals for dept 751.000 - RECREATION AND PARKS		101,011
Dept 753.000 - COMMUNITY PROMOTIONS		
101-753.000-702.000	Salaries	33,789
		33,126
COMMUNITY COORDINATOR		
		663
2% YE ADJ		
GL # FOOTNOTE TOTAL:		33,789
101-753.000-715.000	Employers Fica	2,585
101-753.000-716.000	EMPLOYER'S 401(A)	2,027
101-753.000-807.000	COMMUNITY PROGRAMS	49,500
		5,000
CONCERTS IN THE PARK		
		2,500
MOVIES IN THE PARK		
		6,500
CHRISTMAS		
		22,000
INDEPENDENCE DAY (FIREWORKS)		
		12,000
INDEPENDENCE DAY (ACTIVITIES)		
		1,500
VETERANS DAY		
GL # FOOTNOTE TOTAL:		49,500
101-753.000-860.000	MILEAGE	50
101-753.000-900.000	PRINTING, PUBLISHING, & POSTAGE	500
Totals for dept 753.000 - COMMUNITY PROMOTIONS		88,451

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GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 790.000 - LIBRARY		
101-790.000-702.000	Salaries	286,574
		68,620
	LIBRARY DIRECTOR	
		61,922
	YOUTH SERVICES LIBRARIAN	
		34,965
	FT CIRCULATION ASST II	
		114,316
	PT EMPLOYEES	
		1,132
	LIBRARY ADVISORY BD	
		5,619
	2% YE ADJ	
	GL # FOOTNOTE TOTAL:	286,574
101-790.000-715.000	Employers Fica	21,923
101-790.000-716.000	EMPLOYER'S 401 (A)	10,000
101-790.000-721.000	PROFESSIONAL DEVELOPMENT	2,100
		1,500
	SEMINARS	
		300
	ALA DUES	
		300
	ROTARY DUES	
	GL # FOOTNOTE TOTAL:	2,100
101-790.000-732.000	SUPPLIES	52,600
		3,500
	PROCESSING SUPPLIES	
		3,000
	CLEANING/OFFICE SUPPLIES	
		100
	AED PADS	
		6,000
	A/V SUPPLIES	
		25,000
	BOOKS	
		15,000
	CHILDREN'S BOOKS	
	GL # FOOTNOTE TOTAL:	52,600
101-790.000-802.000	Contracted Services	83,160
		10,500
	CUSTODIAL	
		600
	EPS	
		1,200
	AQUARIUM	
		3,300
	HOTSPOTS	
		400
	WINDOW CLEANING	
		1,000
	CARPET CLEANING	
		500
	COLLECTIONS	
		24,500
	LAKELAND COOP	
		660
	TELEPHONE	
		23,000
	DIGITAL COLLECTION	
		2,000
	COPIER MAINT	
		3,500
	BIBLIOTHECA	
		200
	ELITE FUND	
		3,000
	IT MONTHLY-OFFICE 365	
		1,000
	IT MONTHLY-DEMCO	
		100
	IT MONTHLY-DEEP FREEZE	
		250
	IT MONTHLY-MCONSOLE	
		450
	IT MONTHLY-WHEN I WORK	
		7,000

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REQUESTED
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GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 790.000 - LIBRARY		
	IT-MONTHLY-HEIMLER	
	GL # FOOTNOTE TOTAL:	83,160
101-790.000-807.000	COMMUNITY PROGRAMS	15,000
		6,000
	SUMMER READING	1,000
	TAKE & MAKE	1,000
	EARLY LITERACY	1,000
	SCHOOL AGED	1,500
	FAMILY	1,000
	TEEN	900
	COFFEE & CRAFTS	1,000
	BOOK DISCUSSIONS	1,600
	PRESENTERS/MISC	
	GL # FOOTNOTE TOTAL:	15,000
101-790.000-815.000	INSURANCE	7,200
101-790.000-860.000	MILEAGE	800
101-790.000-900.000	PRINTING, PUBLISHING, & POSTAGE	100
101-790.000-926.000	UTILITIES	18,200
		10,000
	ELECTRIC	3,500
	HEATING FUEL	200
	TRASH	4,500
	WATER	
	GL # FOOTNOTE TOTAL:	18,200
101-790.000-930.000	Maintenance	6,000
		6,000
	PROPERTY MAINT	
101-790.000-955.000	Miscellaneous	1,000
101-790.000-971.000	CAPITAL OUTLAY	2,600
		2,000
	2 NEW COMPUTERS	600
	UPSES	
	GL # FOOTNOTE TOTAL:	2,600
Totals for dept 790.000 - LIBRARY		507,257
Dept 999.000 - TRANSFER OUT		
101-999.000-995.000	TRANSFER OUT	500,000
		500,000
	XFER OUT TO CAP IMP/ONE-TIME PROJECT FUND	
Totals for dept 999.000 - TRANSFER OUT		500,000
TOTAL APPROPRIATIONS		5,085,119
NET OF REVENUES/APPROPRIATIONS - FUND 101		605,613
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

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BUDGET REPORT FOR ALLENDALE CHARTER TOWNSHIP
Fund: 249 Building Department Fund

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		2023
		REQUESTED
		BUDGET
GL NUMBER	DESCRIPTION	
ESTIMATED REVENUES		
Dept 000.000 - REVENUE		
249-000.000-480.000	BUILDING PERMITS	131,250
249-000.000-481.000	Electrical Permits	48,750
249-000.000-482.000	PLUMBING PERMITS	33,750
249-000.000-483.000	Mechanical Permits	47,250
249-000.000-665.000	Interest	100
Totals for dept 000.000 - REVENUE		261,100
TOTAL ESTIMATED REVENUES		261,100
APPROPRIATIONS		
Dept 223.000 - AUDIT		
249-223.000-810.000	AUDIT	500
Totals for dept 223.000 - AUDIT		500
Dept 248.000 - ADMINISTRATION		
249-248.000-801.000	Administration	12,650
Totals for dept 248.000 - ADMINISTRATION		12,650
Dept 371.000 - INSPECTION DEPARTMENT		
249-371.000-702.000	Salaries	17,340
	P&Z COORD	17,000
	2% YE ADJ	340
	GL # FOOTNOTE TOTAL:	17,340
249-371.000-710.000	In Lieu Of Health Insurance	2,300
249-371.000-715.000	Employers Fica	1,503
249-371.000-716.000	EMPLOYER'S 401(A)	1,041
249-371.000-717.000	LIFE INS	100
249-371.000-718.000	DISABILITY INS	110
249-371.000-802.000	Contracted Services	240,000
249-371.000-955.000	Miscellaneous	500
Totals for dept 371.000 - INSPECTION DEPARTMENT		262,894
TOTAL APPROPRIATIONS		276,044
NET OF REVENUES/APPROPRIATIONS - FUND 249		(14,944)
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

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BUDGET REPORT FOR ALLENDALE CHARTER TOWNSHIP
Fund: 252 RENTAL ADMINISTRATION

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		2023
		REQUESTED
		BUDGET
GL NUMBER	DESCRIPTION	
ESTIMATED REVENUES		
Dept 000.000 - REVENUE		
252-000.000-485.000	RENTAL REGISTRATION	30,400
252-000.000-617.000	RENTAL INSPECTIONS	60,000
Totals for dept 000.000 - REVENUE		90,400
TOTAL ESTIMATED REVENUES		90,400
APPROPRIATIONS		
Dept 371.000 - INSPECTION DEPARTMENT		
252-371.000-702.000	Salaries	60,080
	LIEUTENANT 2 (50%)	32,006
	SAFETY COORD (50%)	26,896
	2% YE ADJ	1,178
GL # FOOTNOTE TOTAL:		60,080
252-371.000-715.000	Employers Fica	4,596
252-371.000-716.000	EMPLOYER'S 401(A)	3,605
252-371.000-717.000	LIFE INS	100
252-371.000-718.000	DISABILITY INS	275
252-371.000-720.000	EMPLOYERS HEALTH INSURANCE	19,000
252-371.000-721.000	PROFESSIONAL DEVELOPMENT	1,000
252-371.000-801.000	Administration	2,820
252-371.000-802.000	Contracted Services	5,600
	50% TYLER TECHNOLOGIES MOBILE EYES & BILLING	4,000
	MOBIL EYES INVOICING	1,500
	NFPA LINK SUBSCRIPTION	100
GL # FOOTNOTE TOTAL:		5,600
252-371.000-955.000	Miscellaneous	300
Totals for dept 371.000 - INSPECTION DEPARTMENT		97,376
TOTAL APPROPRIATIONS		97,376
NET OF REVENUES/APPROPRIATIONS - FUND 252		(6,976)
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

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BUDGET REPORT FOR ALLENDALE CHARTER TOWNSHIP
Fund: 253 Library Building Debt Fund

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		2023
		REQUESTED
GL NUMBER	DESCRIPTION	BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 000.000 - REVENUE		
253-000.000-665.000	Interest	150
Totals for dept 000.000 - REVENUE		<hr/> 150
TOTAL ESTIMATED REVENUES		<hr/> 150
NET OF REVENUES/APPROPRIATIONS - FUND 253		<hr/> 150
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

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BUDGET REPORT FOR ALLENDALE CHARTER TOWNSHIP
Fund: 254 Cemetery Improvement Fund

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		2023
GL NUMBER	DESCRIPTION	REQUESTED BUDGET
ESTIMATED REVENUES		
Dept 000.000 - REVENUE		
254-000.000-643.000	GRAVE SITES	15,000
254-000.000-665.000	Interest	50
254-000.000-670.000	PROPERTY RENTAL	150
Totals for dept 000.000 - REVENUE		15,200
TOTAL ESTIMATED REVENUES		15,200
APPROPRIATIONS		
Dept 223.000 - AUDIT		
254-223.000-810.000	AUDIT	250
Totals for dept 223.000 - AUDIT		250
TOTAL APPROPRIATIONS		250
NET OF REVENUES/APPROPRIATIONS - FUND 254		14,950
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

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BUDGET REPORT FOR ALLENDALE CHARTER TOWNSHIP
Fund: 285 AMERICAN RESCUE PLAN ACT

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		2023
		REQUESTED
GL NUMBER	DESCRIPTION	BUDGET
<hr/>		
ESTIMATED REVENUES		
Dept 000.000 - REVENUE		
285-000.000-665.000	Interest	2,000
Totals for dept 000.000 - REVENUE		<hr/> 2,000
TOTAL ESTIMATED REVENUES		<hr/> 2,000
NET OF REVENUES/APPROPRIATIONS - FUND 285		<hr/> 2,000
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

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BUDGET REPORT FOR ALLENDALE CHARTER TOWNSHIP
Fund: 403 FIRE STATION BUILDING FUND

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		2023
		REQUESTED
		BUDGET
GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 901.000 - CONSTRUCTION		
403-901.000-971.000	CAPITAL OUTLAY	1,000,000
Totals for dept 901.000 - CONSTRUCTION		1,000,000
TOTAL APPROPRIATIONS		1,000,000
NET OF REVENUES/APPROPRIATIONS - FUND 403		(1,000,000)
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

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BUDGET REPORT FOR ALLENDALE CHARTER TOWNSHIP
Fund: 404 CAPITAL/ONE-TIME PROJECTS FUND

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		2023 REQUESTED BUDGET
GL NUMBER	DESCRIPTION	
ESTIMATED REVENUES		
Dept 000.000 - REVENUE		
404-000.000-665.000	Interest	1,000
404-000.000-699.000	TRANSFER IN-GF	500,000
	FUTURE CAP/ONE-TIME PROJECTS	500,000
Totals for dept 000.000 - REVENUE		501,000
TOTAL ESTIMATED REVENUES		501,000
APPROPRIATIONS		
Dept 215.000 - CLERK		
404-215.000-802.000	Contracted Services	15,000
	CODIFICATION-ZONING ORDINANCE	15,000
Totals for dept 215.000 - CLERK		15,000
Dept 248.000 - ADMINISTRATION		
404-248.000-802.000	Contracted Services	7,500
	NEW TWP WEBSITE	7,500
Totals for dept 248.000 - ADMINISTRATION		7,500
Dept 262.000 - ELECTIONS		
404-262.000-971.000	CAPITAL OUTLAY	27,500
	VERITY SCAN FOR EXTRA PRECINCTS	27,500
Totals for dept 262.000 - ELECTIONS		27,500
Dept 265.000 - BUILDING & GROUNDS		
404-265.000-802.000	Contracted Services	10,000
	SIGN RELOCATION	10,000
404-265.000-971.000	CAPITAL OUTLAY	230,000
	NEW MONITORS/PROJECTOR IN CONFERENE ROOM	5,000
	NEW SNOWBLOWER	70,000
	NEW LAWN MOWER	15,000
	VARIOUS HVAC EQUIP	10,000
	TWP HALL FACELIFT	100,000
	IRRIGATION-TWP HALL	30,000
	GL # FOOTNOTE TOTAL:	230,000
Totals for dept 265.000 - BUILDING & GROUNDS		240,000
Dept 301.000 - POLICE OFFICER		
404-301.000-802.000	Contracted Services	74,000
	OFFICER START-UP COST	74,000
Totals for dept 301.000 - POLICE OFFICER		74,000
Dept 336.000 - FIRE DEPT		
404-336.000-971.000	CAPITAL OUTLAY	90,000
	NEW BRUSH TRUCK	38,000
	NEW TURNOUT GEAR (OUTFIT,BOOTS,GLOVES,ETC)	31,000
	REPLACE EXPIRING SCBA	21,000
	GL # FOOTNOTE TOTAL:	90,000
Totals for dept 336.000 - FIRE DEPT		90,000
Dept 971.000 - CAPITAL OUTLAY		
404-971.000-971.000	CAPITAL OUTLAY	46,000
	MECHANICAL FAILURES/COST OVER-RUNS	46,000
Totals for dept 971.000 - CAPITAL OUTLAY		46,000
TOTAL APPROPRIATIONS		500,000
NET OF REVENUES/APPROPRIATIONS - FUND 404		1,000
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

		2023 REQUESTED BUDGET
GL NUMBER	DESCRIPTION	
ESTIMATED REVENUES		
Dept 000.000 - REVENUE		
494-000.000-402.000	REAL PROPERTY TAXES	1,902,956
494-000.000-410.000	PERSONAL PROPERTY TAXES	74,431
494-000.000-437.000	INDUSTRIAL FACILITY TAX	3,591
494-000.000-678.000	PPT LOSS REIMB	90,000
Totals for dept 000.000 - REVENUE		2,070,978
TOTAL ESTIMATED REVENUES		2,070,978
APPROPRIATIONS		
Dept 223.000 - AUDIT		
494-223.000-810.000	AUDIT	4,000
Totals for dept 223.000 - AUDIT		4,000
Dept 248.000 - ADMINISTRATION		
494-248.000-801.000	Administration	71,580
494-248.000-802.000	Contracted Services	16,000
	TIF EXTENSION	10,000
	LAKESHORE ADVANTAGE (2/3)	6,000
	GL # FOOTNOTE TOTAL:	16,000
494-248.000-900.000	PRINTING, PUBLISHING, & POSTAGE	4,000
		4,000
	NEW TIF PLAN	
494-248.000-955.000	Miscellaneous	100
494-248.000-971.044	GENERAL MARKETING	60,000
		20,000
	NEW BANNERS LMD	
		40,000
	CHRISTMAS LIGHTS/DECORATIONS	
	GL # FOOTNOTE TOTAL:	60,000
494-248.000-971.046	PROPERTY ENHANCEMENT PROGRAM	100,000
Totals for dept 248.000 - ADMINISTRATION		251,680
Dept 266.000 - ATTORNEY		
494-266.000-802.000	Contracted Services	30,000
		30,000
	LEGAL SERVICES AND WORK TOWARDS NEW TIF PLAN	
Totals for dept 266.000 - ATTORNEY		30,000
Dept 446.000 - ROADS		
494-446.000-971.065	ROAD MAINTENANCE	175,000
		140,000
	SUBDIVISION ROAD RESURFACING	
		20,000
	RESURFACE LIBRARY LN	
		15,000
	LEPRINO RIGHT TURN LANE	
	GL # FOOTNOTE TOTAL:	175,000
Totals for dept 446.000 - ROADS		175,000
Dept 901.000 - CONSTRUCTION		
494-901.000-971.038	PARK IMPROVEMENT	450,000
		100,000
	IMPROVEMENT PLAN-PARK & TWP HALL	
		250,000
	RESURFACE PARK PARKING LOTS	
		100,000
	PARK UPDATES/MAINT-BENCHES, WOODCHIPS, ETC...	
	GL # FOOTNOTE TOTAL:	450,000
494-901.000-976.000	Sidewalks	30,000
		30,000
	HENRY ST EAST CULDESAC	
Totals for dept 901.000 - CONSTRUCTION		480,000
TOTAL APPROPRIATIONS		940,680
NET OF REVENUES/APPROPRIATIONS - FUND 494		1,130,298
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

		2023
		REQUESTED
		BUDGET
GL NUMBER	DESCRIPTION	
ESTIMATED REVENUES		
Dept 248.000 - ADMINISTRATION		
592-248.000-631.000	FINANCE AGREEMENT FEE	150
592-248.000-632.000	CONNECTION FEES-WATER	175,000
592-248.000-632.010	CONNECTIONS FINANCE-WATER	10,720
592-248.000-633.000	CONNECTION FEES-SEWER	250,000
592-248.000-633.010	CONNECTIONS FINANCE-SEWER	15,000
592-248.000-647.000	Penalties	27,500
592-248.000-665.000	Interest	3,500
592-248.000-665.010	Interest On Assessments	9,000
Totals for dept 248.000 - ADMINISTRATION		490,870
Dept 536.000 - WATER		
592-536.000-613.000	MISC INCOME	1,000
592-536.000-619.000	INSPECTIONS	5,000
592-536.000-620.000	WATER METER CHARGES	40,000
592-536.000-630.000	WATER HYDRANT USAGE	5,500
592-536.000-646.000	Utility Charges	3,042,000
592-536.000-667.020	ROBINSON TWP HYDRANT RENT	450
592-536.000-667.050	Rental-Water Tank-Omnipoint	15,500
Totals for dept 536.000 - WATER		3,109,450
Dept 537.000 - SEWER		
592-537.000-613.000	MISC INCOME	1,000
592-537.000-619.000	INSPECTIONS	5,000
592-537.000-646.000	Utility Charges	2,616,340
592-537.000-646.010	Sewer Charges - Leprino	100,860
Totals for dept 537.000 - SEWER		2,723,200
TOTAL ESTIMATED REVENUES		6,323,520
APPROPRIATIONS		
Dept 248.000 - ADMINISTRATION		
592-248.000-732.000	SUPPLIES	6,000
	GENERAL SUPPLIES	1,000
	SAFETY TRAINING & MATERIALS	5,000
	GL # FOOTNOTE TOTAL:	6,000
592-248.000-801.000	Administration Reimbursed	124,964
	TWP SUPERVISOR	
	FINANCE/ACCT DIRECTOR	
	ACCT ASST	
	ADMIN ASST	
	PROJECT COORD	
592-248.000-802.000	Contracted Services	38,700
	REHMANN IT SERVICES	28,000
	OFFICE 365	3,000
	ADOBE	1,100
	BARRACUDA	1,600
	REHMANN OUT OF SCOPE	5,000
	GL # FOOTNOTE TOTAL:	38,700
592-248.000-808.030	COUNTY CONN. REGIS. FEE	100
592-248.000-810.000	AUDIT	12,000
592-248.000-900.000	PRINTING, PUBLISHING, & POSTAGE	10,200
	PRINTING & PUBLISHING (CCR)	1,700
	POSTAGE	8,500
	GL # FOOTNOTE TOTAL:	10,200
592-248.000-955.000	Miscellaneous	1,000
Totals for dept 248.000 - ADMINISTRATION		192,964
Dept 536.000 - WATER		
592-536.000-702.000	Salaries	425,756
	SUPERINTENDENT	51,390
	WATER SUPERVISOR	43,225
	WASTE WATER SUPERVISOR	37,420
	INSPECTOR	32,014

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GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 536.000 - WATER		
		27,861
	OPERATOR #1	30,787
	OPERATOR #2	30,449
	OPERATOR #3	29,084
	OPERATOR #4	27,839
	OPERATOR #5	31,701
	LAB TECH	6,403
	CUSTODIAN #1 (35%)	6,867
	SEASONAL #1	8,100
	SEASONAL #2	14,083
	HR MANAGER (40%)	10,759
	SAFETY COORDINATOR (40%)	13,831
	PUBLIC UTILITIES CLERK	9,222
	CUSTODIAN #2	4,000
	OVERTIME	2,500
	UNUSED PTO DIFFERENCE	8,221
	2% YE ADJ	
	GL # FOOTNOTE TOTAL:	425,756
592-536.000-710.000	In Lieu Of Health Insurance	1,300
592-536.000-715.000	Employers Fica	30,335
592-536.000-716.000	EMPLOYER'S 401(A)	21,908
592-536.000-717.000	LIFE INS	550
592-536.000-718.000	DISABILITY INS	2,200
592-536.000-719.000	WORKER'S COMP INS	9,300
592-536.000-720.000	EMPLOYERS HEALTH INSURANCE	73,300
		64,000
	HEALTH INS	8,000
	DENTAL INS	1,300
	VISION INS	
	GL # FOOTNOTE TOTAL:	73,300
592-536.000-720.020	EMPLOYEE HEALTH ASSISTANCE PROGRAM	7,500
592-536.000-721.000	PROFESSIONAL DEVELOPMENT	13,800
		9,000
	SEMINARS	4,800
	DUES	
	GL # FOOTNOTE TOTAL:	13,800
592-536.000-732.000	SUPPLIES	183,750
		3,000
	SERVICE LATERAL PARTS	145,000
	METERS	25,000
	GENERAL SUPPLIES	2,750
	OFFICE SUPPLIES	5,000
	TOOLS	3,000
	SAFETY SUPPLIES	
	GL # FOOTNOTE TOTAL:	183,750
592-536.000-733.000	WATER COST	1,400,000
592-536.000-802.000	Contracted Services	40,000
		35,000
	AMBS, LAB, SECURENET, H2O COMP, UNIFORMS	5,000
	TELEPHONE & CELL PHONES	
	GL # FOOTNOTE TOTAL:	40,000
592-536.000-803.000	Professional Services	100,000

		2023 REQUESTED BUDGET
GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 536.000 - WATER		
592-536.000-808.000	Public Water System Fee	6,658
592-536.000-815.000	INSURANCE	30,000
592-536.000-860.000	MILEAGE	200
592-536.000-863.000	FUEL	10,000
592-536.000-926.000	UTILITIES	91,500
		75,000
	ELECTRICITY-20/80	
		7,000
	HEATING FUEL-50/50	
		5,500
	HEAT-METERING STATION	
		4,000
	WATER USAGE-SPRINKLING	
	GL # FOOTNOTE TOTAL:	91,500
592-536.000-930.000	MAINTENANCE	200,700
		65,000
	DSMI	
		2,000
	OVERFLOW SCREEN GV TOWER	
		4,500
	REPLACE UNIT HEATER LMD	
		1,200
	REPLACE TRIMBLE	
		128,000
	GENERAL MAINTENANCE	
	GL # FOOTNOTE TOTAL:	200,700
592-536.000-935.000	Truck Maintenance	6,000
592-536.000-955.000	Miscellaneous	2,400
		400
	NEW LAPTOP HR (20%)	
		2,000
	MISC	
	GL # FOOTNOTE TOTAL:	2,400
592-536.000-971.000	CAPITAL OUTLAY	75,000
		75,000
	TOPOGRAPHY-60TH-LINCLOLN-68TH & PIERCE FROM 68TH TO 52ND WATER LOOP	
592-536.000-972.000	EQUIPMENT REPLACEMENT	5,000
		5,000
	REPLACE ARROW BOARD	
Totals for dept 536.000 - WATER		2,737,157
Dept 537.000 - SEWER		
592-537.000-702.000	Salaries	452,078
		51,390
	SUPERINTENDENT	
		43,225
	WATER SUPERVISOR	
		37,420
	WASTEWATER SUPERVISOR	
		32,014
	INSPECTOR	
		27,861
	OPERATOR #1	
		30,787
	OPERATOR #2	
		30,449
	OPERATOR #3	
		29,084
	OPERATOR #4	
		27,839
	OPERATOR #5	
		31,701
	LAB TECH	
		9,222
	MAINT ASST	
		6,867
	SEASONAL #1	
		8,100
	SEASONAL #2	
		14,083
	HR MANAGER (40%)	
		10,759
	SAFETY COORDINATOR (40%)	
		13,831
	PUBLIC UTILITIES CLERK	
		6,403

		2023 REQUESTED BUDGET
GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 537.000 - SEWER		
	CUSTODIAN #1 (35%)	4,000
	OVERTIME	26,322
	WEEKENDS	2,500
	UNUSED PTO DIFFERENCE	8,221
	2% YE ADJ	
	GL # FOOTNOTE TOTAL:	452,078
592-537.000-710.000	In Lieu Of Health Insurance	1,300
592-537.000-715.000	Employers Fica	32,349
592-537.000-716.000	EMPLOYER'S 401(A)	21,908
592-537.000-717.000	LIFE INS	550
592-537.000-718.000	DISABILITY INS	2,200
592-537.000-719.000	WORKER'S COMP INS	9,300
592-537.000-720.000	EMPLOYERS HEALTH INSURANCE	73,300
592-537.000-720.020	EMPLOYEE HEALTH ASSISTANCE PROGRAM	7,500
592-537.000-721.000	PROFESSIONAL DEVELOPMENT	13,800
		9,000
	SEMINARS	4,800
	DUES	
	GL # FOOTNOTE TOTAL:	13,800
592-537.000-732.000	SUPPLIES	248,500
		28,000
	GENERAL SUPPLIES	40,000
	LAB SUPPLIES	2,500
	OFFICE SUPPLIES	5,000
	TOOLS	170,000
	CHEMICALS	3,000
	SAFETY SUPPLIES	
	GL # FOOTNOTE TOTAL:	248,500
592-537.000-802.000	Contracted Services	40,000
		25,000
	AMBS, LABS, SECURENET, UNIFORMS	15,000
	TELEPHONE & CELLPHONES	
	GL # FOOTNOTE TOTAL:	40,000
592-537.000-803.000	Professional Services	100,000
592-537.000-809.010	NPDES Discharge Permit & Expenses	5,700
592-537.000-815.000	INSURANCE	30,000
592-537.000-860.000	MILEAGE	200
592-537.000-863.000	FUEL	10,000
592-537.000-926.000	UTILITIES	154,500
		100,000
	ELECTRICITY	19,000
	HEATING FUEL	2,500
	TRASH	33,000
	WATER USAGE	
	GL # FOOTNOTE TOTAL:	154,500
592-537.000-930.000	MAINTENANCE	301,000
		15,000
	GENERAL MAINT	28,000
	GROUNDS MAINT	55,000
	WRRF MAINT	75,000
	SANITARY SEWER CLEANING	128,000
	COLLECTION SYSTEM MAINT	
	GL # FOOTNOTE TOTAL:	301,000
592-537.000-935.000	Truck Maintenance	6,000
592-537.000-955.000	Miscellaneous	2,400
		400
	NEW LAPTOP HR (20%)	2,000

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BUDGET REPORT FOR ALLENDALE CHARTER TOWNSHIP
Fund: 592 Water & Sewer

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		2023
		REQUESTED
		BUDGET
GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 537.000 - SEWER		
	MISC	
	GL # FOOTNOTE TOTAL:	2,400
592-537.000-971.000	CAPITAL OUTLAY	379,000
		379,000
	GVSU TRUNK SEWER	
592-537.000-971.030	WWTP EXPANSION PHASE 2	800,000
		800,000
	ENGINEERING	
592-537.000-972.000	EQUIPMENT REPLACEMENT	10,000
		5,000
	ARROW BOARD	
		5,000
	GENERAL SMALL EQUIP	
	GL # FOOTNOTE TOTAL:	10,000
Totals for dept 537.000 - SEWER		2,701,585
Dept 906.000 - DEBT		
592-906.000-991.000	Principal Paid	480,000
592-906.000-993.000	INTEREST PAID	131,739
592-906.000-994.000	AGENT FEES	2,000
Totals for dept 906.000 - DEBT		613,739
TOTAL APPROPRIATIONS		6,245,445
NET OF REVENUES/APPROPRIATIONS - FUND 592		78,075
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

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BUDGET REPORT FOR ALLENDALE CHARTER TOWNSHIP
Fund: 811 Road Fund

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		2023
		REQUESTED
		BUDGET
GL NUMBER	DESCRIPTION	
ESTIMATED REVENUES		
Dept 000.000 - REVENUE		
811-000.000-452.000	SPECIAL ASSESS-ROADS	25,000
811-000.000-665.000	Interest	300
811-000.000-665.010	Interest On Assessments	2,000
Totals for dept 000.000 - REVENUE		27,300
TOTAL ESTIMATED REVENUES		27,300
APPROPRIATIONS		
Dept 223.000 - AUDIT		
811-223.000-810.000	AUDIT	1,000
Totals for dept 223.000 - AUDIT		1,000
Dept 446.000 - ROADS		
811-446.000-801.000	Administration	3,074
811-446.000-862.000	Construction	125,000
DEWPOINTE WEST 4 ROAD EXT		125,000
Totals for dept 446.000 - ROADS		128,074
TOTAL APPROPRIATIONS		129,074
NET OF REVENUES/APPROPRIATIONS - FUND 811		(101,774)
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		
ESTIMATED REVENUES - ALL FUNDS		14,982,380
APPROPRIATIONS - ALL FUNDS		14,273,988
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		708,392
BEGINNING FUND BALANCE - ALL FUNDS		
ENDING FUND BALANCE - ALL FUNDS		

A photograph of a forest stream with a water droplet creating ripples. The image is used as a background for the report cover.

Executive Report

Allendale Charter Township, MI

Water Department

Financial Projection and Rate Design Report

August 26, 2022





August 26, 2022

Chad E Doornbos
Superintendent of Public Utilities
Allendale Charter Township
6676 Lake Michigan Drive
Allendale, MI 49401

Dear Mr. Doornbos,

We are pleased to present this executive summary report for a financial projection and rate design study completed for Allendale Charter Township, MI water utility. This report was prepared to provide the utility with a comprehensive examination of its existing financials by an outside party.

The specific purposes of this long-term financial projection and rate study are:

- 1) Determine the water utility's revenue requirements for 2023
- 2) Project rate adjustments needed to meet targeted revenue requirements
- 3) Develop retail rates to be implemented in 2023 (after board approval)

This report includes results of the financial projection and identifies the future rate adjustments for the water department. Specific findings included in this report are:

- 1) Rate adjustments that are based on the utility's ability to work toward three factors listed below:
 - a. Debt Coverage Ratio
 - b. Minimum Cash Reserves
 - c. Optimal Operating Income
- 2) Rate adjustments are designed to work toward the cost of service study results performed in 2019.
 - a. A comparison of current and proposed rates and the impact to rate payers is included

This report is intended for information and use by management and the Board of Directors for purposes stated above and is not intended to be used by anyone except the specified parties.

Sincerely,

Dawn Lund

Utility Financial Solutions, LLC
Dawn Lund, Vice-President

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Utility Revenue Requirements

The utility currently has combined financial statements for water and sewer. This report separates the water department as its own enterprise fund for rate determination purposes. To determine revenue requirements, the revenues and expenses for Fiscal Year 2021 and Budget 2023 were analyzed, with adjustments made to reflect projected operating characteristics.

Table 1 is the projected financial summary for the water department from 2023-2027 without rate adjustments and with a projected bond issue of \$4.5 million in 2025. The operating income is projected at \$500,921 for 2023 and falls to \$85,738 in 2027. The cash balance is \$3.0 million and decreases to \$1.3 million by 2027. Cash generated from operations is currently not sufficient to support the long-term projected maintenance and capital improvement program.

Table 1 – Financial Summary (without Rate Adjustments; with Bond Issue)

Fiscal Year	Projected Rate Adjustments	Projected Revenues	Projected Expenses	Adjusted Operating Income	Operating Cash Balance	Capital Improvements	Bond Issues	Debt Coverage Ratio
2023	0.0%	\$ 3,353,868	\$ 3,015,674	\$ 500,921	\$ 2,971,914	\$ 100,000	-	3.29
2024	0.0%	3,471,253	3,159,336	474,645	2,796,777	716,854	-	3.26
2025	0.0%	3,505,965	3,358,305	310,389	1,374,893	6,300,000	4,500,000	2.10
2026	0.0%	3,541,025	3,551,160	152,592	1,337,188	100,000	-	1.11
2027	0.0%	3,576,435	3,653,426	85,738	1,333,549	100,000	-	1.19
Targeted 2023				\$ 704,570	\$ 1,451,467			1.45
Targeted 2027				\$ 936,578	\$ 2,063,270			1.45

Projected Operating Income does not meet the targets throughout the period. Operating Cash Balance drops and does not meet targets starting in 2025.

Financial Targets

Projected Cash Flow

Table 2 is the projected cash flow for 2023-2027, including projections of capital improvements as provided by the Utility. Changes in the capital improvement plan can greatly affect the cash balance and minimum cash reserve target. The cash balance for 2023 is projected at \$3.0 million and decreases to \$1.3 million in 2027 with the current capital plan projections. This includes a bond issue in 2025 of \$4.5 million. Cash balances are currently combined with sewer and were separated for the projection based on asset balances at a 30/70 percent split to water and sewer respectively.

Table 2 - Projected Cash Flows (without Rate Adjustments; with Bond Issue)

Projected Cash Flows	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Add Net Income	\$ 324,741	\$ 306,897	\$ 46,978	\$ (212,368)	\$ (267,911)
Add Back Depreciation Expense	442,444	454,821	561,137	658,106	661,137
Subtract Debt Principal	215,000	220,000	230,000	383,443	296,866
Add Bond Sale Proceeds	-	-	4,500,000	-	-
Cash Available from Operations	\$ 552,185	\$ 541,718	\$ 4,878,115	\$ 62,296	\$ 96,360
Estimated Annual Capital Additions	100,000	716,854	6,300,000	100,000	100,000
Net Cash From Operations	\$ 452,185	\$ (175,136)	\$ (1,421,885)	\$ (37,704)	\$ (3,640)
Beginning Cash Balance	2,519,729	2,971,914	2,796,777	1,374,893	1,337,188
Ending Cash Balance	\$ 2,971,914	\$ 2,796,777	\$ 1,374,893	\$ 1,337,188	\$ 1,333,549
Total Cash Available	2,971,914	2,796,777	1,374,893	1,337,188	1,333,549
Targeted Minimum	1,451,467	1,684,405	2,282,877	2,198,093	2,063,270

Projected Cash Balances do not meet minimum targets starting in 2025.

Minimum Cash Reserve

Table 3 is the minimum level of cash reserves required to help ensure timely replacement of assets and to provide financial stability of the water utility. The methodology used in this study is based on certain assumptions related to a percentage of operating expense, historical investment, capital improvements, and debt service to be kept in cash reserves. Minimum cash reserve attempts to quantify the minimum amount of cash the utility should keep in reserve and is considered at critical levels if cash approaches this minimum. Actual cash reserves may vary substantially above the minimum and is dependent on the life cycle of assets that are currently in service. The water utility should maintain a minimum of \$2.0 million in cash reserves based on the adopted methodology.

Table 3 – Minimum Cash Reserves for 2023-2027

	Percent Allocated	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Operation & Maintenance Less Depreciation Expense	12.3%	\$ 316,507	\$ 332,655	\$ 344,052	\$ 355,846	\$ 368,052
Historical Rate Base	1.5%	331,709	342,462	436,962	438,462	439,962
Current Portion of Debt Service Reserve	100%	239,879	445,916	938,492	840,415	691,885
Five Year Capital Improvements - Net of bond proceeds	20%	563,371	563,371	563,371	563,371	563,371
Targeted Minimum Cash Reserve		\$ 1,451,467	\$ 1,684,405	\$ 2,282,877	\$ 2,198,093	\$ 2,063,270
Projected Cash Reserves		\$ 2,971,914	\$ 2,796,777	\$ 1,374,893	\$ 1,337,188	\$ 1,333,549

Projected Cash Balances do not meet targets starting in 2025.

Debt Coverage Ratio

Table 4 is the projected debt coverage ratios with capital additions as provided by the Utility. The minimum targeted debt coverage ratio was established at 1.25. The current bonds are revenue bonds with a 1.25 requirement ratio. However, we recommend a 1.45 coverage ratio to help achieve the following:

- Helps to ensure adequate funds are available to meet debt service payments in years when sales are low due to cold or wet summers or loss of a major customer(s).
- Obtain higher bond rating, if revenue bonds are sold in the future, to lower interest cost.

This projection includes a bond issue of \$4.5 million in 2025.

Table 4 – Projected Debt Coverage Ratios:

Debt Coverage Ratio	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Add Net Income	\$ 324,741	\$ 306,897	\$ 46,978	\$ (212,368)	\$ (267,911)
Add Depreciation Expense	442,444	454,821	561,137	658,106	661,137
Add Interest Expense	26,051	19,879	114,666	209,107	197,607
Cash Available for Debt Service	\$ 793,236	\$ 781,597	\$ 722,781	\$ 654,845	\$ 590,832
Debt Principal and Interest	\$ 241,051	\$ 239,879	\$ 344,666	\$ 592,549	\$ 494,472
Projected Debt Coverage Ratio (Covenants)	3.29	3.26	2.10	1.11	1.19
Minimum Debt Coverage Ratio	1.45	1.45	1.45	1.45	1.45

The Debt Coverage Ratio is not sufficient starting in 2026.

Rate of Return

The optimal target for setting rates is the establishment of a target operating income to help ensure the following:

- Funding of Interest Expense on the outstanding principal on debt. Interest expense is below the operating income line and needs to be recouped through the operating income balance.
- Funding of the inflationary increase on the assets invested in the system. The inflation on the replacement of assets invested in the utility should be recouped through the Operating Income
- Adequate rate of return on investment to help ensure current customers are paying their fair share of the use of the infrastructure and not deferring the charge to future generations.

As improvements are made to the system, the optimal operating income target will increase unless annual depreciation expense is greater than yearly capital improvements. The target established for the projection period is approximately \$800,000.

Table 5 - Rate of Return Calculation

	Percent Allocated	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Effective Interest Expense	2.6%	\$ 26,051	\$ 19,879	\$ 114,666	\$ 209,107	\$ 197,607
Contributed Capital Estimated	5.9%	180,106	170,581	161,055	151,529	142,004
Inflationary Increase on Assets	5.1%	498,412	538,491	564,716	582,515	596,968
Target Operating Income		\$ 704,570	\$ 728,951	\$ 840,437	\$ 943,151	\$ 936,578
Projected Adjusted Operating Income		\$ 500,921	\$ 474,645	\$ 310,389	\$ 152,592	\$ 85,738
Rate of Return in %		5.1%	5.2%	4.2%	4.9%	5.0%

Rate of Return does not meet targets throughout the projection period.

SUMMARY OF FINANCIAL POSITION

Proposed Rate Track

Increasing rates requires balancing the financial health of the utility with the financial impact on customers. Table 6 below is the financial projection with proposed rate increases of 4.0% in 2023 – 2027.

The rate track was developed to work toward healthy financial targets (Table 6); while also looking at the utility's financials combined with sewer utility (Table 6B). The rate track should be reviewed with the budget process as changes in expenses and capital can impact the rate track.

Table 6 – Financial Summary (with Proposed Rate Adjustments; with Bond Issue)

Fiscal Year	Projected Rate Adjustments	Projected Revenues	Projected Expenses	Adjusted Operating Income	Operating Cash Balance	Capital Improvements	Bond Issues	Debt Coverage Ratio
2023	4.0%	\$ 3,478,116	\$ 3,015,674	\$ 625,169	\$ 3,096,162	\$ 100,000	-	3.81
2024	4.0%	3,733,590	3,159,336	736,982	3,183,984	716,854	-	4.35
2025	4.0%	3,911,407	3,358,305	715,831	2,169,477	6,300,000	4,500,000	3.28
2026	4.0%	4,098,083	3,551,160	709,650	2,692,804	100,000	-	2.05
2027	4.0%	4,294,062	3,653,426	803,365	3,413,570	100,000	-	2.66
Targeted 2023				\$ 704,570	\$ 1,451,467			1.45
Targeted 2027				\$ 936,578	\$ 2,063,270			1.45

Table 6B – Combined Water and Sewer Financial Summary (with Proposed Rate Adjustments; with Bond Issues)

Fiscal Year	Projected Rate Adjustments (Water)	Projected Rate Adjustments (Wastewater)	Projected Revenues	Projected Expenses	Adjusted Operating Income	Operating Cash Balance	Capital Improvements	Bond Draw Down	Debt Coverage Ratio
2023	4.0%	17.9%	6,943,629	5,731,442	1,518,828	8,078,557	45,100,000	45,000,000	2.24
2024	4.0%	17.9%	7,899,614	6,360,750	1,845,505	7,517,166	1,346,804	-	1.27
2025	4.0%	17.9%	8,812,013	6,636,167	2,482,487	4,385,200	9,083,000	4,500,000	1.48
2026	4.0%	17.9%	9,873,011	6,913,749	3,265,903	5,555,207	935,000	-	1.65
2027	4.0%	2.9%	10,285,147	7,116,573	3,475,214	6,683,346	4,340,000	3,000,000	1.78
Targeted 2023					\$ 2,112,506	\$ 4,021,132			1.25/1.45
Targeted 2027					\$ 3,112,725	\$ 4,739,164			1.25/1.45

COST OF SERVICE COMPLETED IN 2019

A cost of service study was completed in 2019. The results show that any increase in the future should be put on the fixed quarterly charge to the extent possible, while watching the impacts to customers by meter size. The rate design should work towards cost of service, while designed to avoid significant rate impact.

SIGNIFICANT ASSUMPTIONS

This section outlines the procedures used to develop the financial projection study and the related significant assumptions.

Forecasted Operating Expenses

Forecasted expenses were based on 2021 actual and Budget 2023 and adjusted for inflation.

Inflation

Inflation was assumed at 4.9% in 2023, 3.5% in 2024 and 2.9% in 2025-2027.

Growth

Growth projections at 5.0% in 2023, 3.5% in 2024 and 1.0% in 2025-2027.

Depreciation Expense

Depreciation expense was projected based on historical capital additions and discussions with management on future capital additions.

Interest Income

Interest income was forecasted based on projected cash balances and an interest rate of 0.50%.

Capital Improvements

The capital improvement projections were provided by the Utility. Projections for 2023-2027 are listed below:

Fiscal Year	Projected Capital Improvement
2023	100,000
2024	716,854
2025	6,300,000
2026	100,000
2027	100,000

WATER DEPARTMENT FINDINGS:

1. For Allendale Charter Township to maintain long-term financial targets of the water utility, rate increases should be considered in the future. Below is a summary of the five-year financial projection with proposed rate increases of 4.0% in 2023-2027. This rate track will improve targeted operating income and targeted cash balances. The rate track should be reviewed annually as changes in revenues, expenses and capital can affect the rate change and bonding requirements.

Fiscal Year	Projected Rate Adjustments	Projected Revenues	Projected Expenses	Adjusted Operating Income	Operating Cash Balance	Capital Improvements	Bond Issues	Debt Coverage Ratio
2023	4.0%	\$ 3,478,116	\$ 3,015,674	\$ 625,169	\$ 3,096,162	\$ 100,000	-	3.81
2024	4.0%	3,733,590	3,159,336	736,982	3,183,984	716,854	-	4.35
2025	4.0%	3,911,407	3,358,305	715,831	2,169,477	6,300,000	4,500,000	3.28
2026	4.0%	4,098,083	3,551,160	709,650	2,692,804	100,000	-	2.05
2027	4.0%	4,294,062	3,653,426	803,365	3,413,570	100,000	-	2.66
Targeted 2023				\$ 704,570	\$ 1,451,467			1.45
Targeted 2027				\$ 936,578	\$ 2,063,270			1.45

2. Any approved rate increase should be placed on the customer charge to the extent possible while watching the impacts to customers by meter size. It may take several years to move closer to cost of service and recover the relative fixed costs of the system. The rate design should work towards cost of service, while phasing-in increases to customers.
3. The financial projection revenue, expenses and cash flow should be updated annually with the budget process to determine if rate track is on target. Any changes in revenues, expenses and capital improvements can greatly affect the rate track and bonding requirements.

Rate Design and Impacts

Rate Design 2023 with 4.0% Proposed Rate Increase

Allendale Charter Township					
Water Department					
Forecasted 2023 with 4% Proposed Rate Increase					
<u>Summary Current vs Proposed Water Rates</u>					
			Total Current Quarterly Customer Charge	Total Proposed Quarterly Customer Charge	
	Meter Size				
	5/8"		\$ 16.25	\$ 19.50	
	3/4"		23.50	28.00	
	1"		40.00	47.00	
	1.5"		80.00	95.00	
	2"		118.00	135.00	
	3"		181.00	210.00	
	4"		282.00	325.00	
	6"		360.00	415.00	
	8"		450.00	518.00	
	Commodity Rate		\$ 3.77	\$ 3.81	
	Overall Revenue Increase				4.0%

Rate Design and Impacts

Impacts 2023 with 4.0% Proposed Rate Increase

<u>5/8"</u>	Current Rates	Proposed Rates		
Customer Service Charge	\$ 16.25	\$ 19.50		
Commodity Rate /1000 Gallons	3.77	3.81		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
15	\$ 72.80	\$ 76.65	\$ 3.85	5.29%
18	84.11	88.08	3.97	4.72%
24	106.73	110.94	4.21	3.94%
30	129.35	133.80	4.45	3.44%
36	151.97	156.66	4.69	3.09%
<u>3/4"</u>	Current Rates	Proposed Rates		
Customer Service Charge	\$ 23.50	\$ 28.00		
Commodity Rate /1000 Gallons	3.77	3.81		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
18	\$ 91.36	\$ 96.58	\$ 5.22	5.71%
24	113.98	119.44	5.46	4.79%
30	136.60	142.30	5.70	4.17%
36	159.22	165.16	5.94	3.73%
42	181.84	188.02	6.18	3.40%
<u>1"</u>	Current Rates	Proposed Rates		
Customer Service Charge	\$ 40.00	\$ 47.00		
Commodity Rate /1000 Gallons	3.77	3.81		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
24	\$ 130.48	\$ 138.44	\$ 7.96	6.10%
45	209.65	218.45	8.80	4.20%
60	266.20	275.60	9.40	3.53%
75	322.75	332.75	10.00	3.10%
90	379.30	389.90	10.60	2.79%
<u>1.5"</u>	Current Rates	Proposed Rates		
Customer Service Charge	\$ 80.00	\$ 95.00		
Commodity Rate /1000 Gallons	3.77	3.81		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
60	\$ 306.20	\$ 323.60	\$ 17.40	5.68%
80	381.60	399.80	18.20	4.77%
100	457.00	476.00	19.00	4.16%
120	532.40	552.20	19.80	3.72%
140	607.80	628.40	20.60	3.39%

Rate Design and Impacts

Impacts 2023 with 4.0% Proposed Rate Increase

2"	Current Rates	Proposed Rates		
Customer Service Charge	\$ 118.00	\$ 135.00		
Commodity Rate /1000 Gallons	3.77	3.81		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
85	\$ 438.45	\$ 458.85	\$ 20.40	4.65%
105	513.85	535.05	21.20	4.13%
125	589.25	611.25	22.00	3.73%
145	664.65	687.45	22.80	3.43%
165	740.05	763.65	23.60	3.19%
3"	Current Rates	Proposed Rates		
Customer Service Charge	\$ 181.00	\$ 210.00		
Commodity Rate /1000 Gallons	3.77	3.81		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
125	\$ 652.25	\$ 686.25	\$ 34.00	5.21%
155	765.35	800.55	35.20	4.60%
185	878.45	914.85	36.40	4.14%
215	991.55	1,029.15	37.60	3.79%
245	1,104.65	1,143.45	38.80	3.51%
4"	Current Rates	Proposed Rates		
Customer Service Charge	\$ 282.00	\$ 325.00		
Commodity Rate /1000 Gallons	3.77	3.81		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
165	\$ 904.05	\$ 953.65	\$ 49.60	5.49%
195	\$ 1,017.15	\$ 1,067.95	50.80	4.99%
225	\$ 1,130.25	\$ 1,182.25	52.00	4.60%
255	\$ 1,243.35	\$ 1,296.55	53.20	4.28%
285	\$ 1,356.45	\$ 1,410.85	54.40	4.01%
6"	Current Rates	Proposed Rates		
Customer Service Charge	\$ 360.00	\$ 415.00		
Commodity Rate /1000 Gallons	3.77	3.81		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
200	\$ 1,114.00	\$ 1,177.00	\$ 63.00	5.66%
230	1,227.10	1,291.30	64.20	5.23%
260	1,340.20	1,405.60	65.40	4.88%
290	1,453.30	1,519.90	66.60	4.58%
320	1,566.40	1,634.20	67.80	4.33%



Executive Report

**Allendale Charter Township, MI
Sewer Department**

Financial Projection and Rate Design Report

August 26, 2022





August 26, 2022

Chad E Doornbos
Superintendent of Public Utilities
Allendale Charter Township
6676 Lake Michigan Drive
Allendale, MI 49401

Dear Mr. Doornbos,

We are pleased to present this executive summary report for a financial projection and rate design study completed for Allendale Charter Township sewer utility. This report was prepared to provide the utility with a comprehensive examination of its existing financials by an outside party.

The specific purposes of this long-term financial projection and rate study are:

- 1) Determine the sewer utility's revenue requirements for 2023
- 2) Project rate adjustments needed to meet targeted revenue requirements
- 3) Develop retail rates to be implemented in 2023 (after board approval)

This report includes results of the financial projection and identifies the future rate adjustments for the sewer department. Specific recommendations included in this report are:

- 1) Rate adjustments that are based on the utility's ability to work toward three factors listed below:
 - Debt Coverage Ratio
 - Minimum Cash Reserves
 - Optimal Operating Income
- 2) Rate adjustments are designed to work toward cost of service results performed in 2019.
 - A comparison of current and proposed rates and the impact to rate payers is included

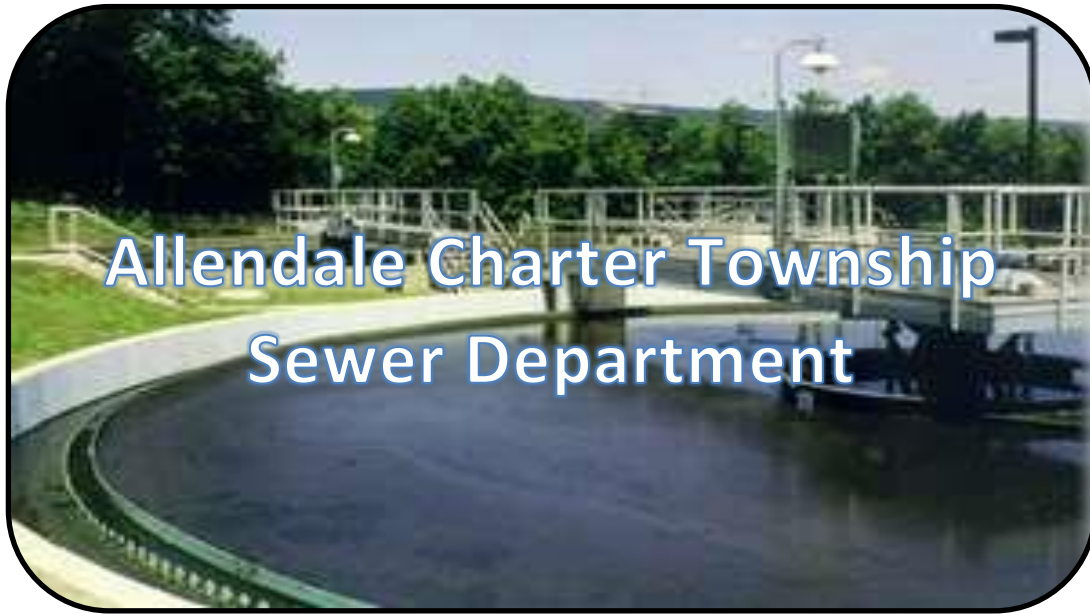
This report is intended for information and use by management and the Board of Directors for purposes stated above and is not intended to be used by anyone except the specified parties.

Sincerely,

Dawn Lund

Utility Financial Solutions, LLC
Dawn Lund, Vice-President

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UTILITY REVENUE REQUIREMENTS FOR 2023-2027

The utility currently has combined financial statements for water and sewer. This report separates the sewer department as its own enterprise fund for rate determination purposes. To determine revenue requirements, the revenues and expenses for Fiscal Year 2021 and Budget 2023 were analyzed, with adjustments made to reflect projected operating characteristics.

Table 1 is the projected financial summary for the sewer department from 2023-2027 without any rate adjustments and with a projected \$45.0 million bond issue in 2023, and a second projected bond issue of \$3.0 million 2027. Projected operating income for 2023 is \$400,918 and decreases to a projected operating loss of (\$155,877) in 2027. The cash generated from operations decreases throughout the period to (\$5.6 million) in 2027. The debt coverage ratio does not meet the targeted revenue bond requirements throughout the projection period.

Table 1 – Financial Summary – (without Rate Adjustments; with Bond Issues)

Fiscal Year	Projected Rate Adjustments	Projected Revenues	Projected Expenses	Adjusted Operating Income	Projected Cash Balances	Capital Improvements	Bond Issues	Debt Coverage Ratio
2023	0.0%	2,972,773	2,715,767	400,918	4,489,655	45,000,000	45,000,000	1.41
2024	0.0%	3,073,290	3,201,414	15,789	2,745,243	629,950	-	0.58
2025	0.0%	3,103,014	3,277,863	(30,935)	(1,177,747)	2,783,000	-	0.57
2026	0.0%	3,133,036	3,362,589	(85,640)	(3,184,038)	835,000	-	0.56
2027	0.0%	3,163,357	3,463,148	(155,877)	(5,618,703)	4,240,000	3,000,000	0.55
Targeted in 2023				\$ 1,407,936				
Targeted in 2027				\$ 2,176,147				
Minimum Target 2023					\$ 2,569,665	1.25/1.45		
Minimum Target 2027					\$ 2,675,894	1.25/1.45		

FINANCIAL TARGETS

PROJECTED CASH FLOW

Table 2 is the projected cash flow for 2023-2027, including projections of capital improvements as provided by the Utility. Changes in the capital improvement plan can greatly affect the cash balance and minimum cash reserve target. Cash balances decrease and turn negative in 2025. The balance includes a \$45.0 million bond issuances in 2023 and \$3.0 million bond issuance in 2027 to help fund the capital improvement program. Cash balances are currently combined with sewer and were separated for the projection based on assets of 30/70 percent to water and sewer respectively.

Table 2 – Projected Cash Flows (without Rate Adjustments; with Bond Issues)

Projected Cash Flows	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Add Net Income	\$ (503,396)	\$ (1,555,739)	\$ (1,577,021)	\$ (1,610,275)	\$ (1,644,295)
Add Back Depreciation Expense	1,200,845	1,657,144	1,691,274	1,727,454	1,778,204
Subtract Debt Principal	265,000	1,215,867	1,254,243	1,288,470	1,328,574
Add Bond Sale Proceeds	45,000,000	-	-	-	3,000,000
Cash Available from Operations	\$ 45,432,449	\$ (1,114,461)	\$ (1,139,990)	\$ (1,171,291)	\$ 1,805,334
Estimated Annual Capital Additions	45,000,000	629,950	2,783,000	835,000	4,240,000
Net Cash From Operations	\$ 432,449	\$ (1,744,411)	\$ (3,922,990)	\$ (2,006,291)	\$ (2,434,666)
Beginning Cash Balance	4,057,206	4,489,655	2,745,243	(1,177,747)	(3,184,038)
Ending Cash Balance	\$ 4,489,655	\$ 2,745,243	\$ (1,177,747)	\$ (3,184,038)	\$ (5,618,703)
Total Cash Available	\$ 4,489,655	\$ 2,745,243	\$ (1,177,747)	\$ (3,184,038)	\$ (5,618,703)
Targeted Minimum	\$ 2,569,665	\$ 2,581,680	\$ 2,614,240	\$ 2,630,505	\$ 2,675,894

Debt Coverage Ratio

The minimum targeted debt coverage ratio for prudent financial planning purposes is 1.45 for the outstanding revenue bonds on the sewer system. Maintaining a 1.45 debt coverage ratio is good business practice and helps to achieve the following:

- Helps to ensure adequate funds are available to meet debt service payments in years when sales are low due to cold or wet summers or loss of a major customer(s).
- Obtain higher bond rating, if revenue bonds are sold in the future, to lower interest cost.

Debt coverage ratios are mandated by covenants in the revenue bond ordinance and must be maintained to ensure the utility maintains its bond rating and has the capacity to issue additional revenue bonds in the future. Allendale Charter Township does not meet the minimum target coverage ratios throughout the projection period.

Table 3 below contains projected debt coverage ratios from 2023-2027. The projection period includes bond issuances of \$45.0 million in 2023 and \$3.0 million in 2027.

Table 3 - Current Debt Coverage Ratio – (without Rate Adjustment; with Bond Issues)

Debt Coverage Ratio	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Add Net Income	\$ (503,396)	\$ (1,555,739)	\$ (1,577,021)	\$ (1,610,275)	\$ (1,644,295)
Add Depreciation Expense	1,200,845	1,657,144	1,691,274	1,727,454	1,778,204
Add Interest Expense	780,688	1,450,063	1,415,899	1,380,722	1,344,505
Cash Available for Debt Service	<u>\$ 1,478,136</u>	<u>\$ 1,551,468</u>	<u>\$ 1,530,151</u>	<u>\$ 1,497,901</u>	<u>\$ 1,478,414</u>
Debt Principal and Interest	\$ 1,045,688	\$ 2,665,929	\$ 2,670,142	\$ 2,669,192	\$ 2,673,079
Projected Debt Coverage Ratio (Covenants)	1.41	0.58	0.57	0.56	0.55
Minimum Debt Coverage Ratio	1.45	1.45	1.45	1.45	1.45

Debt Coverage Ratio do not meet the minimum targets throughout the projection period.

Minimum Cash Reserve

Table 4 is the minimum level of cash reserves required to help ensure timely replacement of assets and to provide financial stability of the sewer utility. The methodology used in this study is based on certain assumptions related to a percentage of operating expense, historical investment, capital improvements, and debt service to be kept in cash reserves. Minimum cash reserve attempts to quantify the minimum amount of cash the utility should keep in reserve and is considered at critical levels if cash approaches this minimum. Actual cash reserves may vary substantially above the minimum and is dependent on the life cycle of assets that are currently in service. The sewer utility should maintain a minimum of \$2.6 million in cash reserves based on the adopted methodology.

Table 4 – Minimum Cash Reserves

	Percent Allocated	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Operation & Maintenance Less Depreciation Expense	12.3%	\$ 186,335	\$ 189,945	\$ 195,150	\$ 201,122	\$ 207,248
Historical Rate Base	1%	830,847	837,146	864,976	873,326	915,726
Current Portion of Debt Service Reserve	50%	1,332,965	1,335,071	1,334,596	1,336,540	1,333,402
Five Year Capital Improvements - Net of bond proceeds	20%	219,518	219,518	219,518	219,518	219,518
Targeted Minimum Cash Reserve Levels		\$ 2,569,665	\$ 2,581,680	\$ 2,614,240	\$ 2,630,505	\$ 2,675,894
Projected Cash Reserves		\$ 4,489,655	\$ 2,745,243	\$ (1,177,747)	\$ (3,184,038)	\$ (5,618,703)

Cash reserves do not meet minimum targets starting in 2025 including \$45 million and \$3 million bonds to help fund the capital improvement program.

Notes:

1. Rate base is historical investment in plant and equipment.
2. Five-year capital includes budgeted capital improvements for the next five years and excludes capital improvements funded through debt issuances.

Rate of Return

The optimal target for setting rates is the establishment of a target operating income to help ensure the following:

- 1) Funding of Interest Expense on the outstanding principal on debt. Interest expense is below the operating income line and needs to be recouped through the operating income balance.
- 2) Funding of the inflationary increase on the assets invested in the system. The inflation on the replacement of assets invested in the utility should be recouped through the operating income.
- 3) Adequate rate of return on investment to help ensure current customers are paying their fair share of the use of the infrastructure and not deferring the charge to future generations.

The target established for 2023 is \$1.4 million and increases to \$2.2 million in 2027 due to the large capital expenditure. This equates to approximately a 3.0% rate of return.

Table 5 – Rate of Return Calculation (without Rate Adjustments; with Bond Issues)

	Percent Allocated	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Outstanding Principal on Debt	1.6%	780,688	1,450,063	1,415,899	1,380,722	1,344,505
Contributed Capital Estimated	2.0%	79,446	81,276	82,631	84,537	85,508
System Equity	3.9%	547,803	567,962	672,799	704,785	746,134
Target Operating Income		\$ 1,407,936	\$ 2,099,301	\$ 2,171,329	\$ 2,170,043	\$ 2,176,147
Projected Adjusted Operating Income		\$ 400,918	\$ 15,789	\$ (30,935)	\$ (85,640)	\$ (155,877)
Rate of Return in %		2.1%	3.1%	3.2%	3.2%	3.1%

Projected Operating Income is not meeting targets throughout the projection period.

SUMMARY OF FINANCIAL POSITION

Proposed Rate Track

To work toward financial health and a healthy debt coverage ratio, a series of rate adjustments should be considered. Table 6 below is the five-year financial projection with proposed rate increases of 17.9% in 2023 – 2026 and 2.8% in 2027.

The rate track was developed to work toward healthy financial targets (Table 6); while also looking at the utility's financials combined with water utility (Table 6B). Cash will need to be monitored as the capital improvement program materializes. The rate track should be reviewed with the budget process as changes in expenses and capital can impact the rate track.

Table 6 – Financial Summary (with Proposed Rate Adjustments; with Bond Issues)

Fiscal Year	Projected Rate Adjustments	Projected Revenues	Projected Expenses	Adjusted Operating Income	Projected Cash Balances	Capital Improvements	Bond Issues	Debt Coverage Ratio
2023	17.9%	3,465,513	2,715,767	893,659	4,982,395	45,000,000	45,000,000	1.88
2024	17.9%	4,166,024	3,201,414	1,108,523	4,333,182	629,950	-	0.99
2025	17.9%	4,900,606	3,277,863	1,766,656	2,215,723	2,783,000	-	1.25
2026	17.9%	5,774,928	3,362,589	2,556,252	2,862,403	835,000	-	1.56
2027	2.9%	5,991,084	3,463,148	2,671,850	3,269,776	4,240,000	3,000,000	1.62
Targeted in 2023				\$ 1,407,936				
Targeted in 2027				\$ 2,176,147				
Minimum Target 2023					\$ 2,569,665	1.25/1.45		
Minimum Target 2027					\$ 2,675,894	1.25/1.45		

Table 6B – Combined Water and Sewer Financial Summary (with Proposed Rate Adjustments; with Bond Issues)

Fiscal Year	Projected Rate Adjustments (Water)	Projected Rate Adjustments (Wastewater)	Projected Revenues	Projected Expenses	Adjusted Operating Income	Operating Cash Balance	Capital Improvements	Bond Draw Down	Debt Coverage Ratio
2023	3.5%	17.9%	6,928,098	5,731,442	1,503,297	8,063,026	45,100,000	45,000,000	2.23
2024	3.5%	17.9%	7,866,259	6,360,750	1,812,150	7,468,203	1,346,804	-	1.26
2025	3.5%	17.9%	8,759,585	6,636,167	2,430,059	4,283,564	9,083,000	4,500,000	1.46
2026	3.5%	17.9%	9,799,761	6,913,749	3,192,652	5,379,813	935,000	-	1.62
2027	3.5%	2.9%	10,189,200	7,116,573	3,379,267	6,411,127	4,340,000	3,000,000	1.75
Targeted 2023					\$ 2,112,506	\$ 4,021,132	1.25/1.45		
Targeted 2027					\$ 3,112,725	\$ 4,739,164	1.25/1.45		

COST OF SERVICE COMPLETED IN 2019

The purpose of a cost of service study is to allocate costs between flow (Commodity Costs) and customer service costs (Customer Costs). The cost of service study was based on recognized procedures from the American Public Works Association.

SIGNIFICANT ASSUMPTIONS

This section outlines the procedures used to develop the financial projection study and related significant assumptions.

Forecasted Operating Expenses

Forecasted expenses were based on 2021 actual and Budget 2023 and adjusted for inflation.

Inflation

Inflation was assumed at 4.9% in 2023, 3.5% in 2024, and 2.9% in 2025-2027.

Growth

Growth on sales was projected at 5.0% in 2023, 3.5% in 2024 and 1.0% in 2025-2027.

Depreciation Expense

Depreciation expense was projected based on historical capital additions and discussions with management on future capital additions.

Interest Income

Interest income was forecasted based on projected cash balances and an interest rate of 0.50%.

Capital Improvements

The capital improvement projections were provided by the Utility. Projections for 2023-2027 are listed below:

Year	Projected Capital Improvement
2023	45,000,000
2024	629,950
2025	2,783,000
2026	835,000
2027	4,240,000

SEWER DEPARTMENT FINDINGS

1. For Allendale Charter Township to maintain long-term financial targets of the sewer utility, rate increases should be considered. Below is a summary of the five-year financial projection with proposed rate increases of 17.9% in 2023 – 2026 and 2.9% in 2027. In addition, approximately \$45.0 million in bonds in 2023 and \$3.0 million in 2027 will need to be issued over the five-year period to help fund the capital improvement program. The rate track was developed to move toward minimum targets. Operating income, cash balances and debt coverage ratio stabilize and work toward the minimums. The rate track should be reviewed annually as changes in revenues, expenses and capital can affect the rate track and bonding requirements.

Fiscal Year	Projected Rate Adjustments	Projected Revenues	Projected Expenses	Adjusted Operating Income	Projected Cash Balances	Capital Improvements	Bond Issues	Debt Coverage Ratio
2023	17.9%	3,465,513	2,715,767	893,659	4,982,395	45,000,000	45,000,000	1.88
2024	17.9%	4,166,024	3,201,414	1,108,523	4,333,182	629,950	-	0.99
2025	17.9%	4,900,606	3,277,863	1,766,656	2,215,723	2,783,000	-	1.25
2026	17.9%	5,774,928	3,362,589	2,556,252	2,862,403	835,000	-	1.56
2027	2.9%	5,991,084	3,463,148	2,671,850	3,269,776	4,240,000	3,000,000	1.62
Targeted in 2023				\$ 1,407,936				
Targeted in 2027				\$ 2,176,147				
Minimum Target 2023					\$ 2,569,665	1.25/1.45		
Minimum Target 2027					\$ 2,675,894	1.25/1.45		

2. Any approved rate increase should be placed on the customer charge to the extent possible while watching the impacts to customers by meter size. It may take several years to move closer to cost of service and recover the relative fixed costs of the system. The rate design should work towards cost of service, while phasing-in increases to customers.
3. The financial projection revenue, expenses and cash flow should be updated annually with the budget process to determine if the rate track is on target. Any changes in revenues, expenses and capital improvements can greatly affect the rate track and bonding requirements.

Proposed Rate Design and Impacts

Rate Design 2023 by Meter Size – 17.9% Rate Increase

Summary Current vs Proposed Wastewater Rates		
Meter Size	Total Current Customer Charge	Total Proposed Customer Charge
5/8"	\$ 43.25	\$ 49.75
3/4"	59.00	69.00
1"	100.00	116.00
1.5"	180.00	210.00
2"	240.00	276.00
3"	430.00	495.00
4"	700.00	805.00
6"	1,200.00	1,380.00
8"	1,300.00	1,495.00
Commodity Rate	4.45	\$ 5.30
Overall Revenue Increase		17.9%

Proposed Rate Design and Impacts

Impacts 2023 by Meter Size – 17.9% Rate Increase

<u>5/8"</u>	Current Rates	Proposed Rates		
Customer Service Charge	\$ 43.25	\$ 49.75		
Commodity Rate (/1000 Gallons)	4.45	5.30		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
15	\$ 110.00	\$ 129.25	\$ 19.25	17.50%
18	123.35	145.15	21.80	17.67%
24	150.05	176.95	26.90	17.93%
30	176.75	208.75	32.00	18.10%
36	203.45	240.55	37.10	18.24%
<u>3/4"</u>	Current Rates	Proposed Rates		
Customer Service Charge	\$ 59.00	\$ 69.00		
Commodity Rate (/1000 Gallons)	4.45	5.30		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
18	\$ 139.10	\$ 164.40	\$ 25.30	18.19%
24	165.80	196.20	30.40	18.34%
30	192.50	228.00	35.50	18.44%
36	219.20	259.80	40.60	18.52%
42	245.90	291.60	45.70	18.58%
<u>1"</u>	Current Rates	Proposed Rates		
Customer Service Charge	\$ 100.00	\$ 116.00		
Commodity Rate (/1000 Gallons)	4.45	5.30		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
24	\$ 206.80	\$ 243.20	\$ 36.40	17.60%
45	300.25	354.50	54.25	18.07%
60	367.00	434.00	67.00	18.26%
75	433.75	513.50	79.75	18.39%
90	500.50	593.00	92.50	18.48%
<u>1.5"</u>	Current Rates	Proposed Rates		
Customer Service Charge	\$ 180.00	\$ 210.00		
Commodity Rate	4.45	5.30		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
40	\$ 358.00	\$ 422.00	\$ 64.00	17.88%
60	447.00	528.00	81.00	18.12%
80	536.00	634.00	98.00	18.28%
100	625.00	740.00	115.00	18.40%
120	714.00	846.00	132.00	18.49%

Proposed Rate Design and Impacts

Impacts 2023 by Meter Size – 17.9% Rate Increase

2"	Current Rates	Proposed Rates		
Customer Service Charge	\$ 240.00	\$ 276.00		
Commodity Rate	4.45	5.30		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
65	\$ 529.25	\$ 620.50	\$ 91.25	17.24%
85	618.25	726.50	108.25	17.51%
105	707.25	832.50	125.25	17.71%
125	796.25	938.50	142.25	17.86%
145	885.25	1,044.50	159.25	17.99%
3"	Current Rates	Proposed Rates		
Customer Service Charge	\$ 430.00	\$ 495.00		
Commodity Rate	4.45	5.30		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
95	\$ 852.75	\$ 998.50	\$ 145.75	17.09%
115	941.75	1,104.50	162.75	17.28%
135	1,030.75	1,210.50	179.75	17.44%
155	1,119.75	1,316.50	196.75	17.57%
175	1,208.75	1,422.50	213.75	17.68%
4"	Current Rates	Proposed Rates		
Customer Service Charge	\$ 700.00	\$ 805.00		
Commodity Rate	4.45	5.30		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
125	\$ 1,256.25	\$ 1,467.50	\$ 211.25	16.82%
125	1,256.25	1,467.50	211.25	16.82%
155	1,389.75	1,626.50	236.75	17.04%
200	1,590.00	1,865.00	275.00	17.30%
300	2,035.00	2,395.00	360.00	17.69%
6"	Current Rates	Proposed Rates		
Customer Service Charge	\$ 1,200.00	\$ 1,380.00		
Commodity Rate	4.45	5.30		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
145	\$ 1,845.25	\$ 2,148.50	\$ 303.25	16.43%
145	1,845.25	2,148.50	303.25	16.43%
175	1,978.75	2,307.50	328.75	16.61%
220	2,179.00	2,546.00	367.00	16.84%
320	2,624.00	3,076.00	452.00	17.23%
8"	Current Rates	Proposed Rates		
Customer Service Charge	\$ 1,300.00	\$ 1,495.00		
Commodity Rate	4.45	5.30		
Usage Level in 100 CF	Current Rates	Proposed Rates	Dollar Impact	Percent Change
195	\$ 2,167.75	\$ 2,528.50	\$ 360.75	16.64%
195	2,167.75	2,528.50	360.75	16.64%
225	2,301.25	2,687.50	386.25	16.78%
270	2,501.50	2,926.00	424.50	16.97%
370	2,946.50	3,456.00	509.50	17.29%

CHARTER TOWNSHIP OF ALLENDALE

Resolution 2022-

Sewer System Rate Schedule

At a regular meeting of the Township Board of the Charter Township of Allendale, Ottawa County, Michigan, held at the Township Hall located at 6676 Lake Michigan Drive, Allendale, Ottawa County, Michigan on _____.

Present: _____

Absent: _____

The Township Supervisor advised the Township Board that the next order of business was a consideration of a resolution regarding the sewer system rate schedule. After discussion the following resolution was offered by _____ and seconded by _____.

RESOLUTION

WHEREAS, the Charter Township of Allendale, Ottawa County, Michigan adopted Ordinance No.2019-13 as amended by Ordinance Amendment 2020-8 known as the Charter Township of Allendale Sewer System Ordinance; and

WHEREAS, the Ordinance requires the Township Board to fix just and reasonable rates and such other charges as may be deemed advisable for supplying services pursuant to the terms of the Ordinance.

THE ALLENDALE CHARTER TOWNSHIP BOARD RESOLVES THAT:

Section 1. SCHEDULE OF RATES AND CHARGES

Effective: January 1, 2023

1. Section 5 connection charges and fees:

a. Lateral charge: \$900.00

b. Connection fee based on Meter Size: See Appendix A

e. Commercial Construction Plan Review Fee: \$150.00 This fee is intended to cover the cost of construction plan review. An additional fee for construction field inspections for altering and/or new service connections may be required based on an hourly rate.

2. Section 6 interest rate – The interest rate shall be Prime plus one percent (1%), however, the interest rate per annum for connections to all portions of the System constructed with the proceeds of the sale of bonds (the "Bonds") sold by or on behalf of the Township shall be the the average interest rate on the Bonds.
3. Section 7 other charges:
 - a. Emergency call - \$100.00
 - b. Skilled Laborer - \$75.00
 - c. Laborer - \$50.00
 - e. Construction Inspection Fee - \$80.00
4. Section 8 sewer charges and rates:
 - a. Quarterly Sewer service charge
 - (i) For a 5/8" meter – See Appendix A
 - (ii) For a 3/4" meter – See Appendix A
 - (iii) For a 1" meter – See Appendix A
 - (iv) For a 1-1/2" meter - See Appendix A
 - (v) For a 2" meter - See Appendix A
 - (vi) For a 3" meter - See Appendix A
 - (vii) For a 4" meter - See Appendix A
 - (viii) For a 6" meter - See Appendix A
 - (ix) For a 8" meter - See Appendix A
 - b. Commodity rate: See Appendix A for commodity Rate
5. Section 9 penalty charge - 10%.
6. Sewer Usage Ordinance inspection fee - \$36.00.

Section 2. Repeal. All resolutions, orders or parts thereof which are in conflict in whole or in part with any of the provisions of this Resolution are, to the extent of such conflict, hereby repealed.

Yes: _____

No: _____

Resolution declared adopted _____.

Allendale Charter Township Clerk, Jody Hansen

APPENDIX A

Quarterly Charges, Commodity Rate, and Connection Fees for 2023

For **SEWER**

Meter Size	Customer Charge
5/8"	\$49.75
3/4"	\$69.00
1"	\$116.00
1-1/2"	\$210.00
2"	\$276.00
3"	\$495.00
4"	\$805.00
6"	\$1,380.00
8"	\$1,495.00

- (i) Residential - \$5.30 per one thousand (1,000) gallons of water metered with summer based on the average of two winter billing quarters,. A minimum sewer bill of 18,000 gallons will be applied if premises are not connected to public water system, charges based on 18,000 gallons of water use per quarter per dwelling unit.
- (ii) Non-residential - \$5.30 per one thousand (1,000) gallons of water metered per quarter,. If Premises not connected to public water system, water utilization shall be determined with a well water meter.

Connection Fees

Meter Size	Connection Fee Sewer
3/4"	\$4,975
1"	\$4,975
1-1/2"	\$9,950
2"	\$15,920
3"	\$29,850
4"	\$49,750
6"	\$99,500
8"	\$159,200

12/16/20

CHARTER TOWNSHIP OF ALLENDALE

Resolution 202~~20~~-

Sewer System Rate Schedule

At a regular meeting of the Township Board of the Charter Township of Allendale, Ottawa County, Michigan, held at the Township Hall located at 6676 Lake Michigan Drive, Allendale, Ottawa County, Michigan on _____.

Present: _____

Absent: _____

The Township Supervisor advised the Township Board that the next order of business was a consideration of a resolution regarding the sewer system rate schedule. After discussion the following resolution was offered by _____ and seconded by _____.

RESOLUTION

WHEREAS, the Charter Township of Allendale, Ottawa County, Michigan adopted Ordinance No.2019-13 as amended by Ordinance Amendment 2020-8 known as the Charter Township of Allendale Sewer System Ordinance; and

WHEREAS, the Ordinance requires the Township Board to fix just and reasonable rates and such other charges as may be deemed advisable for supplying services pursuant to the terms of the Ordinance.

THE ALLENDALE CHARTER TOWNSHIP BOARD RESOLVES THAT:

Section 1. SCHEDULE OF RATES AND CHARGES

Effective: January 1, 202~~3~~⁴

1. Section 5 connection charges and fees:

- a. Lateral charge: \$900.00
- b. Connection fee based on Meter Size: See Appendix A

e. Commercial Construction Plan Review Fee: \$150.00 This fee is intended to cover the cost of construction plan review. An additional fee for construction field inspections for altering and/or new service connections may be required based on an hourly rate.

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12/16/20

2. Section 6 interest rate – The interest rate shall be Prime plus one percent (1%), however, the interest rate per annum for connections to all portions of the System constructed with the proceeds of the sale of bonds (the "Bonds") sold by or on behalf of the Township shall be the the average interest rate on the Bonds.
3. Section 7 other charges:
 - a. Emergency call - \$100.00
 - b. Skilled Laborer - \$75.00
 - c. Laborer - \$50.00
 - e. Construction Inspection Fee - ~~\$75~~80.00
4. Section 8 ~~water-sewer~~ charges and rates:
 - a. Quarterly Sewer service charge ~~for 2021 and 2022~~
 - (i) For a 5/8" meter – See Appendix A
 - (ii) For a 3/4" meter – See Appendix A
 - (iii) For a 1" meter – See Appendix A
 - (iv) For a 1-1/2" meter - See Appendix A
 - (v) For a 2" meter - See Appendix A
 - (vi) For a 3" meter - See Appendix A
 - (vii) For a 4" meter - See Appendix A
 - (viii) For a 6" meter - See Appendix A
 - (ix) For a 8" meter - See Appendix A
 - b. Commodity rate: See Appendix A for commodity Rate
5. Section 9 penalty charge - 10%.
6. Sewer Usage Ordinance inspection fee - \$36.00.

12/16/20

Section 2. Repeal. All resolutions, orders or parts thereof which are in conflict in whole or in part with any of the provisions of this Resolution are, to the extent of such conflict, hereby repealed.

Yes: _____

No: _____

Resolution declared adopted _____.

Allendale Charter Township Clerk, Jody Hansen

APPENDIX A**Quarterly Charges, Commodity Rate, and Connection Fees for 2021**
For SEWER

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Meter Size	Customer Charge
5/8"	\$32.50
3/4"	\$45.00
1"	\$76.00
1-1/2"	\$140.00
2"	\$196.00
3"	\$356.00
4"	\$583.00
6"	\$1,036.00
8"	\$1,086.00

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- (i) Residential — \$3.95 per one thousand (1,000) gallons of water metered based on two winter billing quarters, no minimum bill. If Premises not connected to public water system, charges based on 20,000 gallons of water use per quarter per dwelling unit.
- (ii) Non-residential — \$3.95 per one thousand (1,000) gallons of water metered per quarter, no minimum bill. If Premises not connected to public water system, water utilization shall be determined with a well water meter.

Connection Fees

Meter Size	Connection Fee Sewer
3/4"	\$4,975
1"	\$4,975
1-1/2"	\$9,950
2"	\$15,920
3"	\$29,850
4"	\$49,750
6"	\$99,500
8"	\$159,200

APPENDIX A

12/16/20

Quarterly Charges, Commodity Rate, and Connection Fees for 2023

For SEWER

Meter Size	Customer Charge
5/8"	\$43.25 <u>\$49.75</u>
3/4"	\$59.00 <u>\$69.00</u>
1"	\$100.00 <u>\$116.00</u>
1-1/2"	\$180.00 <u>\$210.00</u>
2"	\$240.00 <u>\$276.00</u>
3"	\$420.00 <u>\$495.00</u>
4"	\$700.00 <u>\$805.00</u>
6"	\$1,200.00 <u>\$1,380.00</u>
8"	\$1,300.00 <u>\$1,495.00</u>

- ~~(i) Residential - \$5.30 per one thousand (1,000) gallons of water metered with summer based on the average of two winter billing quarters.. A minimum sewer bill of 18,000 gallons will be applied if premises are not connected to public water system, charges based on 18,000 gallons of water use per quarter per dwelling unit.~~
- ~~(iii) Residential - \$4.45 per one thousand (1,000) gallons of water metered based on two winter billing quarters, no minimum bill. If Premises not connected to public water system, charges based on 20,000 gallons of water use per quarter per dwelling unit.~~
- ~~(ii) Non-residential - \$5.30 per one thousand (1,000) gallons of water metered per quarter.. If Premises not connected to public water system, water utilization shall be determined with a well water meter.~~
- ~~(iv) Non residential - \$4.45 per one thousand (1,000) gallons of water metered per quarter, no minimum bill. If Premises not connected to public water system, water utilization shall be determined with a well water meter.~~

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Connection Fees

|

12/16/20

Meter Size	Connection Fee Sewer
3/4"	\$4,975
1"	\$4,975
1-1/2"	\$9,950
2"	\$15,920
3"	\$29,850
4"	\$49,750
6"	\$99,500
8"	\$159,200

CHARTER TOWNSHIP OF ALLENDALE

Resolution 2022-

Water System Rate Schedule

At a regular meeting of the Township Board of the Charter Township of Allendale, Ottawa County, Michigan held at the Township Hall located at 6676 Lake Michigan Drive, Allendale, Ottawa County, Michigan on _____.

Present: _____

Absent: _____

The Township Supervisor advised the Township Board that the next order of business was a consideration of a resolution regarding the water system rate schedule. After discussions the following resolution was offered by _____ and seconded by _____.

RESOLUTION

WHEREAS, the Charter Township of Allendale, Ottawa County, Michigan adopted Ordinance No. 2019-12 as Amended by Ordinance 2020-7 known as the Charter Township of Allendale Water System Ordinance; and

WHEREAS, the Ordinance requires the Township Board to fix just and reasonable rates and such other charges as may be deemed advisable for supplying services pursuant to the terms of the Ordinance.

THE ALLENDALE CHARTER TOWNSHIP BOARD RESOLVES THAT:

Section 1. SCHEDULE OF RATES AND CHARGES

Effective: January 1, 2023

1. Section 5 connection charges and fees:
 - a. Lateral charge: \$600.00
 - b. Water meter fee, both regular and sprinkling meters:
 - (i) 3/4" meter - \$450.00
 - (ii) 1" meter - \$500.00
 - (iii) 1-1/2" meter - \$1,457.50

- (iv) 2" meter - \$1,738.00
- (v) 3" meter - \$2,112.00
- (vi) 4" meter - \$3,668.50
- (vii) 6" meter - \$6,330.50
- (viii) 8" meter - \$10,230.00

c. Connection fee per Meter Size: See Appendix A

d. Tap Charge: A tapping charge will be applied to all watermain taps that do not require a meter (a fire protection line or fire line with hydrants etc.). The Tap Charge will be based on the size of the pipe that is installed on the line and the correlating meter size. See Appendix A for charges.

e. Commercial Construction Plan Review Fee: \$150.00 This fee is intended to cover the cost of construction plan review. An additional fee for construction field inspections for altering and/or new service connections may be required based on an hourly rate.

2. Section 6 interest rate – The interest rate shall be Prime plus one percent (1%), however, the interest rate per annum for connections to all portions of the System constructed with the proceeds of the sale of bonds (the "Bonds") sold by or on behalf of the Township shall be the interest rate on the Bonds.

3. Section 7 other charges:

- a. Hydrant use for bulk water supply – commodity rate specified in 4(b)
- b. Construction project water – commodity rate specified in 4(b)
- c. Meter test charge - \$50.00
- d. Shut off notice hand delivered - \$50.00
- e. Service call to turn on water after shut off - \$100.00
- f. Emergency call - \$100.00
- g. Skilled Laborer - \$75.00
- h. Laborer - \$50.00
- i. Construction Inspection Fee - \$80.00

- j. Initial cross connection inspection fee which applies to any non-single Residential Domestic meter - \$70.00
- 4. Section 8 water charges and rates:
 - a. Quarterly water charge service:
 - (i) For a 5/8" meter – See Appendix A
 - (ii) For a 3/4" meter – See Appendix A
 - (iii) For a 1" meter – See Appendix A
 - (iv) For a 1-1/2" meter – See Appendix A
 - (v) For a 2" meter – See Appendix A
 - (vi) For a 3" meter – See Appendix A
 - (vii) For a 4" meter – See Appendix A
 - (viii) For a 6" meter – See Appendix A
 - (ix) For an 8" meter – See Appendix A

This charge shall be assessed if the Premises is connected to the System for all or any part of a billing quarter. The fact the meter has been temporarily removed shall not excuse a Premises from payment of the customer service charge.

- b. Commodity rate – See Appendix A.
- 5. Section 9 penalty charge - 10%.

Section 2. Repeal. All resolutions, orders or parts thereof which are in conflict in whole or in part with any of the provisions of this Resolution are, to the extent of such conflict, hereby repealed.

Yes: _____

No: _____

Resolution declared adopted _____.

Allendale Charter Township Clerk, Jody Hansen

APPENDIX A

Quarterly Charges, Commodity Rate and Connection Fees for 2023

For **WATER**

Meter Size	Customer Charge
5/8"	\$19.50
3/4"	\$28.00
1"	\$47.00
1-1/2"	95.00
2"	\$135.00
3"	\$210.00
4"	\$325.00
6"	\$415.00
8"	\$518.00

The commodity rate for water will be set at \$3. 81/1000 gallons.

Connection/Tap Fees

Meter Size	Connection/Tap Fe Water
3/4"	\$2,639
1"	\$2,639
1-1/2"	\$5,278
2"	\$8,445
3"	\$15,834
4"	\$26,390
6"	\$52,780
8"	\$84,448

CHARTER TOWNSHIP OF ALLENDALE

Resolution 202~~20~~-

Water System Rate Schedule

At a regular meeting of the Township Board of the Charter Township of Allendale, Ottawa County, Michigan held at the Township Hall located at 6676 Lake Michigan Drive, Allendale, Ottawa County, Michigan on _____.

Present: _____

Absent: _____

The Township Supervisor advised the Township Board that the next order of business was a consideration of a resolution regarding the water system rate schedule. After discussions the following resolution was offered by _____ and seconded by _____.

RESOLUTION

WHEREAS, the Charter Township of Allendale, Ottawa County, Michigan adopted Ordinance No. 2019-12 as Amended by Ordinance 2020-7 known as the Charter Township of Allendale Water System Ordinance; and

WHEREAS, the Ordinance requires the Township Board to fix just and reasonable rates and such other charges as may be deemed advisable for supplying services pursuant to the terms of the Ordinance.

THE ALLENDALE CHARTER TOWNSHIP BOARD RESOLVES THAT:

Section 1. SCHEDULE OF RATES AND CHARGES

Effective: January 1, 202~~3~~⁴

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 - a. Lateral charge: \$600.00
 - b. Water meter fee, both regular and sprinkling meters:
 - (i) 3/4" meter - \$450.00
 - (ii) 1" meter - \$500.00
 - (iii) 1-1/2" meter - \$1,457.50

- (iv) 2" meter - \$1,738.00
- (v) 3" meter - \$2,112.00
- (vi) 4" meter - \$3,668.50
- (vii) 6" meter - \$6,330.50
- (viii) 8" meter - \$10,230.00

c. Connection fee per Meter Size: See Appendix A

d. Tap Charge: A tapping charge will be applied to all watermain taps that do not require a meter (a fire protection line or fire line with hydrants etc.). The Tap Charge will be based on the size of the pipe that is installed on the line and the correlating meter size. See Appendix A for charges.

e. Commercial Construction Plan Review Fee: \$150.00 This fee is intended to cover the cost of construction plan review. An additional fee for construction field inspections for altering and/or new service connections may be required based on an hourly rate.

2. Section 6 interest rate – The interest rate shall be Prime plus one percent (1%), however, the interest rate per annum for connections to all portions of the System constructed with the proceeds of the sale of bonds (the "Bonds") sold by or on behalf of the Township shall be the interest rate on the Bonds.
3. Section 7 other charges:
 - a. Hydrant use for bulk water supply – commodity rate specified in 4(b)
 - b. Construction project water – commodity rate specified in 4(b)
 - c. Meter test charge - \$50.00
 - d. Shut off notice hand delivered - \$50.00
 - e. Service call to turn on water after shut off - \$100.00
 - f. Emergency call - \$100.00
 - g. Skilled Laborer - \$75.00
 - h. Laborer - \$50.00
 - i. Construction Inspection Fee - ~~\$80~~75.00

- j. Initial cross connection inspection fee which applies to any non-single Residential Domestic meter - \$70.00
- 4. Section 8 water charges and rates:
 - a. Quarterly water charge service:
 - (i) For a 5/8" meter – See Appendix A
 - (ii) For a 3/4" meter – See Appendix A
 - (iii) For a 1" meter – See Appendix A
 - (iv) For a 1-1/2" meter – See Appendix A
 - (v) For a 2" meter – See Appendix A
 - (vi) For a 3" meter – See Appendix A
 - (vii) For a 4" meter – See Appendix A
 - (viii) For a 6" meter – See Appendix A
 - (ix) For an 8" meter – See Appendix A

This charge shall be assessed if the Premises is connected to the System for all or any part of a billing quarter. The fact the meter has been temporarily removed shall not excuse a Premises from payment of the customer service charge.

- b. Commodity rate – See Appendix A ~~for 2021 and 2022 commodity rate.~~
- 5. Section 9 penalty charge - 10%.

Section 2. Repeal. All resolutions, orders or parts thereof which are in conflict in whole or in part with any of the provisions of this Resolution are, to the extent of such conflict, hereby repealed.

Yes: _____

No: _____

Resolution declared adopted _____.

 Allendale Charter Township Clerk, Jody Hansen

APPENDIX A

~~Quarterly Charges, Commodity Rate and Connection Fees for 2021~~

~~For WATER~~

Meter Size	Customer Charge
5/8"	\$14.00
3/4"	\$20.50
1"	\$35.00
1-1/2"	\$70.00
2"	\$104.00
3"	\$163.00
4"	\$256.00
6"	\$325.00
8"	\$400.00

~~The commodity rate for water will be set at \$3.71/1000 gallons.~~

Connection Fees

Meter Size	Connection Fee Water
3/4"	\$2,639
1"	\$2,639
1-1/2"	\$5,278
2"	\$8,445
3"	\$15,834
4"	\$26,390
6"	\$52,780
8"	\$84,448

APPENDIX A

Quarterly Charges, Commodity Rate and Connection Fees for 202~~32~~

For **WATER**

Meter Size	Customer Charge
5/8"	\$16.25 <u>\$19.50</u>
3/4"	\$23.50 <u>\$28.00</u>
1"	\$40.00 <u>\$47.00</u>
1-1/2"	\$80.00 <u>\$95.00</u>
2"	\$118.00 <u>\$135.00</u>
3"	\$181.00 <u>\$210.00</u>
4"	\$282.00 <u>\$325.00</u>
6"	\$360.00 <u>\$415.00</u>
8"	\$450.00 <u>\$518.00</u>

The commodity rate for water will be set at \$3. ~~77~~81/1000 gallons.

Connection/~~Tap~~ Fees

Meter Size	Connection/Tap Fee Water
3/4"	\$2,639
1"	\$2,639
1-1/2"	\$5,278
2"	\$8,445
3"	\$15,834
4"	\$26,390
6"	\$52,780
8"	\$84,448

RESOLUTION

2022-17

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Charter Township of ALLENDALE, dated 6/1/2018, in accordance with the Authorization for Change in Standard Lighting Contract dated 6/6/2022, heretofore submitted to and considered by this ☐ commission ☐ council ☒ board ;and

RESOLVED, further, that the _____ Clerk be and are authorized to execute such authorization for change on the behalf of the Charter Township.

STATE OF MICHIGAN

COUNTY OF Ottawa

I, _____, Clerk of the Charter Township of ALLENDALE, do hereby certify that the foregoing resolution was duly adopted by the ☐ commission ☐ council ☒ board of said municipality, at the meeting held on _____.

Dated:

Municipal Customer Type: Charter Township



AUTHORIZATION FOR CHANGE IN
STANDARD LIGHTING CONTRACT
(COMPANY-OWNED) FORM 547

Contract Number: 103030684759

Consumers Energy Company is authorized as of 6/6/2022, by the Charter Township of ALLENDALE, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the Charter Township of ALLENDALE, dated 6/1/2018.

Lighting Type:

General Unmetered Light Emitting Diode Lighting Rate GU-LED

Notification Number(s):

1061558916

Construction Work Order Number(s):

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 6/1/2018 shall remain in full force and effect.

Charter Township of
ALLENDALE

By:

(Signature)

(Printed)

Its

(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

GENERAL UNMETERED LIGHT EMITTING DIODE LIGHTING RATE GU-LED

<i>Number of Luminaires</i>	<i>Nominal Watts</i>	<i>Luminaire Type</i>	<i>Fixture Type</i>	<i>Fixture Style</i>	<i>Install Remove</i>	<i>Location</i>
1	46	LED	Post Top	Traditional	Install	DEWPOINTE DEV LOT 173
1	46	LED	Post Top	Traditional	Install	DEWPOINTE DEV LOT 167
1	46	LED	Post Top	Traditional	Install	DEWPOINTE DEV LOT 164
1	46	LED	Post Top	Traditional	Install	DEWPOINTE DEV LOT 187
1	46	LED	Post Top	Traditional	Install	DEWPOINTE DEV LOT 190
1	46	LED	Post Top	Traditional	Install	DEWPOINTE DEV LOT 159
1	46	LED	Post Top	Traditional	Install	DEWPOINTE DEV LOT 157
1	46	LED	Post Top	Traditional	Install	DEWPOINTE DEV LOT 147
1	46	LED	Post Top	Traditional	Install	DEWPOINTE DEV LOT 195
1	46	LED	Post Top	Traditional	Install	DEWPOINTE DEV LOT 199

- OTTAWA CO. ROAD PERMIT/NOTIFY
 - FORM 154 REQUIRED
 (10- NEW 64W LED, POST-TOP)
 - LAWN RESTORATION
 (IF NOT COMPLETED WITH NEW UGLN)

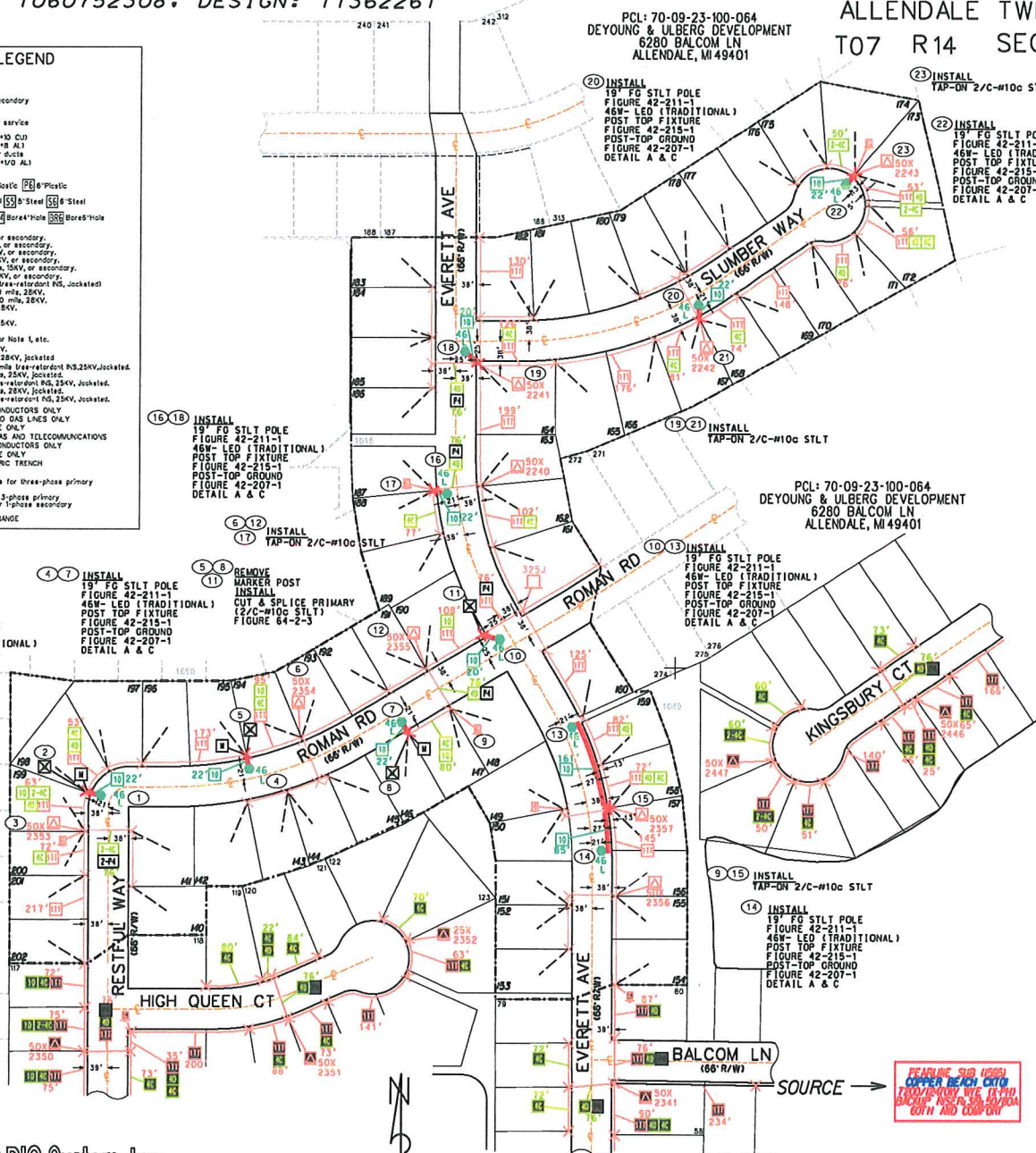
PROVIDE NEW ELECTRIC SERVICE TO
 DEWPOINTE WEST - PHASE 4
 RESIDENTIAL DEVELOPMENT
 ** INSTALL NEW STREETLIGHTS **

SEE/REFER TO NEW UNDERGROUND LINES:
 NOTIFY: 1060752308, DESIGN: 11362261

OTTAWA CO
 ALLENDALE TWP
 T07 R14 SEC.23

UNDERGROUND LEGEND

1. Single-phase primary
 2. Open eye primary
 3. Three-phase primary
 4. Single-phase secondary
 5. Combination light and power secondary
 6. Three-phase power secondary
 7. Single-phase service
 8. Combination lighting and power service
 9. Three-phase power service
 10. Streetlighting conductor (2/C-10 Cu)
 11. Streetlighting conductor (2/C-10 AL)
 12. Covered neutral conductor for ducts
 13. Streetlighting conductor (2/C-10 VUL AL)
- CONDUIT
- 2" Plastic 3" Plastic 4" Plastic 6" Plastic
 2" Steel 3" Steel 4" Steel 6" Steel
 2" Bare 3" Bare 4" Bare 6" Bare
- CABLE MATERIAL AND SIZE
- A. No 2 AL cable, 175 mva, 10kV, or secondary.
 B. No 1/0 AL cable, 175 mva, 10kV, or secondary.
 C. No 3/0 AL cable, 175 mva, 10kV, or secondary.
 D. 350 kcmil AL cable, 175 mva, 10kV, or secondary.
 E. 500 kcmil copper cable, 175 mva, 10kV, or secondary.
 F. 150 kcmil AL cable, 175 mva, 10kV, or secondary.
 FF. 1000 kcmil cable (175 mva tree-retardant INS, 25kV, jacketed).
 G. No 2/0 stranded AL cable, 250 mva, 25kV.
 H. No 3/0 stranded AL cable, 250 mva, 25kV.
 I. 750 kcmil AL cable, 250 mva, 25kV.
 J. Cable joint.
 K. 350 kcmil AL cable, 250 mva, 25kV.
 L. Marker to locate cable.
 M. Refer to Note on Drawing, N1 for Note L, etc.
 N. No 1/0 AL cable, 250 mva, 25kV.
 O. No 1/0 AL cable, 250 mva, 25kV, jacketed.
 P. 350 kcmil AL cable, 250 mva, 25kV, jacketed.
 Q. 350 kcmil AL cable, 250 mva tree-retardant INS, 25kV, jacketed.
 R. 750 kcmil AL cable, 250 mva, 25kV, jacketed.
 S. 750 kcmil AL cable, 250 mva tree-retardant INS, 25kV, jacketed.
- PROPOSED ELEC. CONDUCTIONS ONLY
 PROPOSED ELEC. AND GAS LINES ONLY
 PROPOSED GAS LINE ONLY
 EXIST. ELEC. CONDUCTIONS ONLY
 EXIST. GAS LINE ONLY
 FUTURE ELECTRIC TRENCH
- EX: 3/0 - No 3/0 solid AL cable for three-phase primary
 3/0-0 - No 3/0 AL cable for 3-phase primary and 3/0 AL cable for 1-phase secondary
 CONDUCTOR CHANGE



MISS DIG System, Inc.
 1-800-482-7171



OTTAWA CO
 ALLENDALE TWP
 T07 R14 SEC.23

SEE/REFER TO NEW UNDERGROUND LINES:
 NOTIFY: 1060752308, DESIGN: 11362261

CONTACT PERSONS

COMPANY	CONTACT	PHONE
DEVELOPER:	DEYOUNG & ULBERG	ADAM DEYOUNG 616-293-2102
THEIR ENGINEER:	MOORE+BURGINK	616-363-9801
THEIR SURVEYOR:	MOORE+BURGINK	616-363-9801
THEIR CONTRACTOR:		
CPCO STAKING:		

METER ORDER NUMBER N/A	SUBSTATION PEARLINE	WD NO. 1595	DEWPOINTE WEST - PHASE 4 STREETLIGHTS				JOB PURPOSE: PROVIDE NEW PUBLIC ROAD STREETLIGHTING FOR DEWPOINTE WEST - PHASE 4	
METER NUMBER	CIRCUIT COPPER BEACH	CAT NO. Q1	TLM NUMBER 0714232341	# OF RODS	OHMS	CM NO.100006773370	ORDER NUMBER 1061558916	DESIGN NUMBER 11373418
READ			CE STAKING REQ'D <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	FORESTRY REQ'D <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		ECNC STL 1060752308	ECNC NLV 11362261	ORDER NUMBER
METER LOCATION	Consumers Energy		SHEET C SHEET 1 OF 1			SCALE 1"=133'		

CONSUMERS ENERGY CONTACTS		
DEPARTMENT	NAME	NUMBER
COORDINATOR	DOUGLAS BOON	616-316-3531
DESIGNER	ALAN J. JONES	231-232-2651

PROPERTY DESCRIPTION
Dewpointe West Phase 4

Part of the Northwest one-quarter of Section 23, Town 7 North, Range 14 West, Allendale Township, Ottawa County, Michigan, described as: **COMMENCING** at the Northwest corner of said Section 23; thence South 00°01'33" East 1638.39 feet along the West line of said section; thence South 62°08'54" East 48.65 feet along the North line of Dewpointe West No. 3 (as recorded in Instrument No. 2019-0035028, Ottawa County Records); thence North 89°58'31" East 139.00 feet along said North plat line to the **PLACE OF BEGINNING**; thence North 00°01'33" West 150.00 feet; thence North 37°25'19" East 171.69 feet; thence North 90°00'00" East 257.39 feet; thence North 78°26'24" East 74.72 feet; thence North 59°35'29" East 162.92 feet; thence North 66°46'49" East 55.94 feet; thence North 28°22'31" West 103.80 feet; thence North 09°13'57" West 89.26 feet; thence North 02°46'14" West 50.50 feet; thence North 46°55'22" West 26.57 feet to Reference Point A; thence North 46°55'22" West 25 feet more or less to the water's edge of an unnamed pond; thence Northerly 312 feet more or less along the water's edge of said unnamed pond to its intersection with a line bearing South 49°56'44" West 25 feet more or less from Reference Point B (said Reference Point B) being described as: **BEGINNING** at above mentioned Reference Point A; thence North 43°04'38" East 50.22 feet along an intermediate traverse line; thence North 00°06'46" West 264.29 feet along said intermediate traverse line; thence North 40°03'16" West 41.79 feet along said intermediate traverse line to said Reference Point B; thence North 49°56'44" East 40.48 feet; thence North 89°58'27" East 219.97 feet; thence North 77°52'32" East 208.84 feet; thence North 57°29'27" East 391.79 feet; thence South 79°18'07" East 164.68 feet; thence South 12°49'53" East 268.97 feet; thence South 60°59'07" West 489.31 feet; thence South 67°25'31" West 193.95 feet; thence South 74°44'49" West 46.04 feet; thence South 11°09'52" East 104.46 feet; thence South 32°20'52" East 89.86 feet; thence South 11°27'35" West 91.35 feet; thence South 32°20'52" East 134.70 feet; thence North 66°19'37" East 131.23 feet; thence South 00°00'46" East 269.79 feet along the West line of Dewpointe West (as recorded in Liber 42 of Plats, Pages 337-342, Ottawa County Records) to Reference Point C; thence South 00°00'46" East 25 feet more or less to the water's edge of an unnamed pond; thence Southerly 210 feet more or less along the water's edge of said unnamed pond to its intersection with a line bearing North 00°54'02" East 16 feet more or less from Reference Point D (said Reference Point D) being described as: **BEGINNING** at above mentioned Reference Point C; thence South 21°04'39" West 27.66 feet along an intermediate traverse line; thence South 05°48'35" East 210.79 feet along said intermediate traverse line; thence South 33°51'09" East 17.31 feet along said intermediate traverse line to said Reference Point D; thence South 00°54'02" West 104.61 feet along the West line of said Dewpointe West; thence North 89°05'58" West 49.29 feet along Dewpointe West No. 2 (as recorded in Instrument No. 2018-0001003, Ottawa County Records); thence North 00°01'33" West 92.02 feet along said Dewpointe West No. 2; thence South 89°58'27" West 125.00 feet along said Dewpointe West No. 2; thence South 70°18'33" West 70.09 feet along said Dewpointe West No. 2; thence South 89°59'21" West 125.00 feet along said Dewpointe West No. 2; thence North 00°00'39" West 216.00 feet along aforesaid Dewpointe West No. 3; thence North 07°49'54" West 72.68 feet along said Dewpointe West No. 3; thence North

30°24'31" West 69.91 feet along said Dewpointe West No. 3; thence South 59°37'29" West 121.90 feet along said Dewpointe West No. 3; thence South 66°19'27" West 170.67 feet along said Dewpointe West No. 3; thence South 72°57'16" West 116.77 feet along said Dewpointe West No. 3; thence North 90°00'00" West 59.91 feet along said Dewpointe West No. 3; thence South 00°01'38" East 79.65 feet along said Dewpointe West No. 3; thence South 89°58'31" West 128.02 feet along said Dewpointe West No. 3; thence South 55°04'17" West 80.48 feet along said Dewpointe West No. 3; thence South 89°58'31" West 128.00 feet along said Dewpointe West No. 3; thence North 00°01'33" West 175.48 feet along said Dewpointe West No. 3 to the place of beginning.

21.9682 acres

Resolution No. 2022-18
11/14/2022
HEALTH INSURANCE – 80%/20%

**RESOLUTION TO ADOPT 80%/20% EMPLOYER/EMPLOYEE HEALTH CARE COST
OPTION AS SET FORTH IN 2011 PUBLIC ACT 152, THE PUBLICLY FUNDED
HEALTH INSURANCE CONTRIBUTION ACT**

WHEREAS, 2011 Public Act 152 (the “Act”) was passed by the State Legislature and signed by the Governor on September 24, 2011;

WHEREAS, the Act contains three options for complying with the requirements of the Act;

WHEREAS, the three options are as follows:

- 1) Section 3 - “Hard Caps” Option - limits a public employer’s total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) Section 4 - “80%/20%” Option - limits a public employer’s share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
- 3) Section 8 - “Exemption” Option - a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body;

WHEREAS, the Township Board has decided to adopt the 80%/20% option as its choice of compliance under the Act;

NOW, THEREFORE, BE IT RESOLVED the Township Board of the Charter Township of Allendale elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the 80%/20% option for the medical benefit plan coverage year January 1, 2023 through December 31, 2023.

Upon a call of the roll, the vote was as follows:

Ayes:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED.

Jody Hansen,
Allendale Charter Township Clerk

Adam Elenbaas
Allendale Charter Township Supervisor