

Agenda for the
Allendale Charter Township Board Meeting
Monday, November 28, 2022, 6:00pm

Members Present:

Members Absent:

Guests Present:

Meeting called to order

- Invocation given by Ken Murillo
- Pledge of Allegiance
- Approve Agenda
- Consent Agenda
 - Approval of the November 14, 2022 Regular Board Meeting Minutes
 - Bills
 - Interim Bills
- For information
 - October Finance Report
 - Minutes of the November 7, 2022 Planning Commission Meeting
 - Liquor License Transfer
 - Sheriff's Department October Monthly Report
- Public Hearings
- Public Comments
- Guest Speakers
- Action Items
 - Resolution 2022-19: Budget Adoption for 2023 Fiscal Year
 - Resolution 2022-20: Water Utility Agreement with Blendon Township
 - Resolution 2022-21: Water Cost of Service Study
 - Resolution 2022-22: Wastewater Cost of Service Study
 - Pearline Estates Tentative Preliminary Plat Approval
- Discussion Items
 - Burial Fee Adjustment Request
 - Investing of General Fund Dollars
 - Strategic Planning
- Public Comments
- Board Comments
- Future Agenda Items
- Adjournment

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**PROPOSED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
NOVEMBER SESSION 1st DAY**

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, November 14, 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; Ms. Kraker; and Mr. Elenbaas. (7)

Absent at Roll Call: None (0)

Staff and Guest Present: Bob Sullivan, Legal Counsel; Sergeant Cal Keuning, Ottawa County Sheriff's Department; Tim Van Bennekom, Finance Director; Chad Doornbos, Public Utilities Superintendent; Greg DeJong, Ottawa County Commissioner; and Lucas Groenink.

Ms. Hansen pronounced the invocation.

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

BOT 22-188 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 22-189 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the October 24, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$295,207.66 and interim payments of \$213,151.30, as presented by the summary report for November 15, 2022.
3. To approve bi-weekly recycling services for the township hall building, provided by Arrowaste, at a recurring cost of \$30.00 per month.

The motion passed.

Items Received for Information

1. Minutes of the October 17, 2022, Planning Commission Meeting
2. Minutes of the October 18, 2022, Downtown Development Authority Meeting
3. Minutes of the October 20, 2022, Library Advisory Board Meeting
4. October Fire Department Report
5. Budget Amendment 13, which amends the following line items: reducing salaries by (\$6,423.00), reducing community programs by (\$1,200.00), increasing insurance by \$1221.00, and increasing maintenance costs by \$2,000.00; for a net reduction change to Library Department of (\$4,402.00).
6. Resolution 2022-19; 2023 Proposed Budget; a resolution to establish the General Appropriations Act of the Charter Township of Allendale for the Fiscal Year 2023; 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 the 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.

Public Hearings

1. 2023 Proposed Budget

Mr. Elenbaas opened the public hearing at 6:05 p.m.

No comments were received.

BOT 22-190 Mr. Elenbaas moved to close the public hearing at 6:06 p.m. The motion passed.

Public Comments

Comments were received from:

1. Lucas Groenink

BOT 22-191 Mr. Elenbaas moved to close public comment. The motion passed.

BOT 22-192 Mr. Murillo moved to amend the agenda of today by adding “purchase six (6) United States Armed Forces Insignia Plaques” to Action Items. The motion passed.

Guest Speakers

1. Greg DeJong, Ottawa County Commissioner provided the following updates: Allendale Township’s Veterans Day Breakfast was a huge success. He thanked all team members involved that made that event happen. He commended the election workers for an excellent election

last week. Commissioner DeJong provided county updates including: a new observatory at Hemlock Crossings; Honor Credit Union has a new location in Allendale; various Road Commission updates; ARPA funds; and he informed the board that there are two open seats on the Road Commission. Anyone that is interested should apply on the county website.

2. Chad Doornbos, Public Utilities Superintendent informed the board that due to another jurisdictions last-minute cancellation, the state approved continuation of the bond process for Allendale Public Utilities. He provided an overview of the Cost-of-Service Study and the impacts those results will have.

Several board members had questions and comments.

Action Items

- BOT 22-193 Mr. Murillo moved to make the necessary budget amendments and to approve the purchase of six (6) United States Armed Forces Insignia Plaques at a cost of \$900.00. The motion passed.
- BOT 22-194 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2022-17: Dewpointe West Phase 4 Streetlight Agreement; a resolution authorizing changes in the lighting service as provided in the Standard Lighting Contract between Consumers Energy and Allendale Charter Township; and to authorize the Clerk and/or Supervisor to sign the Standard Lighting Contract, Form 547, with Consumer's Energy. The motion passed.
- BOT 22-195 Ms. Kraker moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2022-18: PA 152 Annual Health Insurance Contribution; a 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. The motion passed.

Discussion Items

Chad Doornbos, Public Utilities Superintendent provided a brief overview of communication with Blendon Township on possibly extending water services to a limited area within the boundaries of Blendon Township.

Mr. Elenbaas informed the board that he has been working on the extension process of the Downtown Development Authority. He sought direction from the board on if he should continue with these efforts. He explained the financial

impact the DDA has to the overall township funds. The board requested Mr. Elenbaas continue with the process of renewing the length of the Downtown Development Authority.

Mr. Elenbaas reminded the board of the strategic planning efforts, provided SWOT results, and objective and category ranking results from the September 7, 2022, Work Session. He asked the board how to best move forward to ensure the strategic planning efforts continue. He indicated there are numerous committees that are awaiting directive from the board before they can begin their planning and board recommendation processes.

Several board members had questions and comments.

Public Comments -None

BOT 22-196 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas provided the board with an overview of the traffic update by the new Aldi's and Tommy's Car Wash location. Michigan Department of Transportation has determined that no light will be required in that area on M-45. Mr. Elenbaas informed the board that the Ottawa County Sheriff's office has a part time deputy position of 24 hours per week available. The additional resource of a part time officer is in addition to the full-time officer that the board has approved for 2023. The part-time position has not been captured in the 2023 budget. If the board is interested in capitalizing on this available resource, budget adjustments will be required. License plate readers are being installed throughout the county by the Sheriff's Department. If Allendale is interested in additional cameras, the cost is \$2,800.00 per camera.

Mr. Murillo thanked the board and the team for the veteran's breakfast.

Ms. Vander Veen thanked the Clerk and Deputy Clerk for all their work on the November 8, 2022, election.

Ms. Hansen thanked the board for the veteran's breakfast. She also thanked Elizabeth Szymanski for all her hard work and effort in this very heartfelt event. She informed the board that the county board of canvassers has completed their canvass of Allendale. Final election processes are under way and wrapping up.

BOT 22-197 Mr. Murillo moved to adjourn the meeting at 8:17 p.m. The motion passed.

Jody L. Hansen, Clerk
Of the Township of Allendale

Adam Elenbaas, Supervisor
Of the Township of Allendale

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 000.000 REVENUE					
101-000.000-123.000	Prepaid Expense	TYLER TECHNOLOGIES INC	ANNUAL INSPECTOR MOBILE PLUS	588.00	
101-000.000-284.234	11126 52ND-EAGLE ROCK VENTURES	SCHOLTEN FANT	ATTORNEY/LEGAL SERVICES - OCTOBER	90.00	
101-000.000-284.235	PEARLINE ESTATES	SCHOLTEN FANT	ATTORNEY/LEGAL SERVICES - OCTOBER	210.00	
101-000.000-667.000	Hall Rental Income	CARMEN JUAREZ	AUDITORIUM DEPOSIT REFUND	50.00	
101-000.000-667.000	Hall Rental Income	CHERIE SMALLEGAN	AUDITORIUM RENTAL REFUND	105.00	
Total For Dept 000.000 REVENUE				1,043.00	
Dept 209.000 EMPLOYEE INSURANCES					
101-209.000-720.000-HEALTH	EMPLOYERS HEALTH INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - DECEMBER	17,425.51	
Total For Dept 209.000 EMPLOYEE INSURANCES				17,425.51	
Dept 248.000 ADMINISTRATION					
101-248.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	CAFETERIA SUPPLIES	77.88	
101-248.000-732.000	SUPPLIES	STAPLES	DUST CLEANER FOR COMPUTERS	17.39	
101-248.000-732.000	SUPPLIES	STAPLES	PAPER; FILE FOLDERS	254.28	
101-248.000-802.000-ITMONT	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES	121.81	
101-248.000-802.000-ITMONT	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES	310.47	
101-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	ELECTION PRINTER ISSUES	36.75	
101-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	OFFICE 365 AZURE - NOVEMBER	66.96	
Total For Dept 248.000 ADMINISTRATION				885.54	
Dept 262.000 ELECTIONS					
101-262.000-732.000	SUPPLIES	CARDMEMBER SERVICE	CREDIT CARD CHARGES	277.33	
101-262.000-732.000	SUPPLIES	CARDMEMBER SERVICE	CREDIT CARD CHARGES	66.17	
101-262.000-732.000	SUPPLIES	CARDMEMBER SERVICE	CREDIT CARD CHARGES	309.28	
101-262.000-732.000	SUPPLIES	CARDMEMBER SERVICE	CREDIT CARD CHARGES	30.74	
101-262.000-732.000	SUPPLIES	CARDMEMBER SERVICE	CREDIT CARD CHARGES	151.22	
101-262.000-732.000	SUPPLIES	PRINTING SYSTEMS INC	VOTER BOOTHS; ELECTION BAGS	845.50	
101-262.000-802.000	Contracted Services	MAIN STREET PUB	CATERING SERVICES FOR ELECTION WORKER	610.80	
101-262.000-900.000	PRINTING, PUBLISHING, & POSTAGE	CARDMEMBER SERVICE	CREDIT CARD CHARGES	90.10	
101-262.000-900.000	PRINTING, PUBLISHING, & POSTAGE	CARDMEMBER SERVICE	CREDIT CARD CHARGES	23.92	
Total For Dept 262.000 ELECTIONS				2,405.06	
Dept 265.000 BUILDING & GROUNDS					
101-265.000-732.000	SUPPLIES	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	122.94	
101-265.000-732.000	SUPPLIES	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	39.76	
101-265.000-802.000	Contracted Services	CINTAS CORPORATION #301	CONTRACT / UNIFORMS - OCTOBER	215.00	
101-265.000-926.000-HEATFU	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - NOVEMBER	772.34	
101-265.000-930.000	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	125.80	
101-265.000-930.000-TRUCKT	Maintenance	AUTOZONE STORES LLC	LIGHT BULB; BATTERY	116.92	
101-265.000-930.000-TRUCKT	Maintenance	NAPA - GENUINE PARTS COM	STICK HOSE; OIL & FILTER	89.61	
Total For Dept 265.000 BUILDING & GROUNDS				1,482.37	
Dept 266.000 ATTORNEY					
101-266.000-802.000	Contracted Services	SCHOLTEN FANT	ATTORNEY/LEGAL SERVICES - OCTOBER	8,170.00	
101-266.000-802.010	Contracted Services P.C.	SCHOLTEN FANT	ATTORNEY/LEGAL SERVICES - OCTOBER	955.00	
Total For Dept 266.000 ATTORNEY				9,125.00	
Dept 301.000 POLICE OFFICER					
101-301.000-802.000	Contracted Services	OTTAWA COUNTY FISCAL SER	ADD'L DEPUTY PATROLS NEAR GVSU - OCTO	3,813.00	
101-301.000-802.000	Contracted Services	OTTAWA COUNTY FISCAL SER	SHERIFF DEPT SERVICES - NOVEMBER	4,000.18	
101-301.000-802.000	Contracted Services	OTTAWA COUNTY FISCAL SER	SHERIFF DEPT SERVICES - NOVEMBER	37,493.42	
Total For Dept 301.000 POLICE OFFICER				45,306.60	

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 336.000 FIRE DEPT					
101-336.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES	55.00	
101-336.000-732.010	MEDICAL SUPPLIES	CARDMEMBER SERVICE	CREDIT CARD CHARGES	52.01	
101-336.000-732.010	MEDICAL SUPPLIES	J&B MEDICAL SUPPLY INC	MEDICAL SUPPLIES	121.00	
101-336.000-732.010	MEDICAL SUPPLIES	J&B MEDICAL SUPPLY INC	MEDICAL SUPPLIES	93.54	
101-336.000-732.070	UNIFORMS	KUSTOM DEZINS LLC	SCREEN PRINT APPAREL/UNIFORMS	1,830.00	
101-336.000-732.070	UNIFORMS	NYE UNIFORM COMPANY	NEW SMALL EMBLEMS	440.00	
101-336.000-802.000	Contracted Services	CINTAS CORPORATION #301	CONTRACT / UNIFORMS - OCTOBER	64.08	
101-336.000-811.000	COMPUTER CONTRACTED SERVICES	CARDMEMBER SERVICE	CREDIT CARD CHARGES	9.99	
101-336.000-836.000	HAZ-MAT RESPONSE	OTTAWA COUNTY FISCAL SER	HAZMAT BILLING - APR THRU SEPT	1,659.99	
101-336.000-926.000-HEATFU	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - NOVEMBER	605.23	
101-336.000-930.000	Maintenance	MACQUEEN EMERGENCY	ANNUAL PREVENTATIVE MAINTENANCE ON TO	739.57	
101-336.000-935.000-MAINT1	Truck Maintenance	WEST SHORE FIRE INC	TRUCK MAINTENANCE	8,121.29	
101-336.000-935.000-MAINT1	Truck Maintenance	WEST SHORE FIRE INC	TRUCK MAINTENANCE	531.26	
101-336.000-935.000-MAINT1	Truck Maintenance	WEST SHORE FIRE INC	TRUCK MAINTENANCE	2,964.53	
101-336.000-935.000-MAINT1	Truck Maintenance	WEST SHORE FIRE INC	TRUCK MAINTENANCE	465.45	
101-336.000-935.000-MAINT1	Truck Maintenance	CARDMEMBER SERVICE	CREDIT CARD CHARGES	21.95	
Total For Dept 336.000 FIRE DEPT				17,774.89	
Dept 448.000 STREET LIGHTS					
101-448.000-920.000	Electricity	BILL PAYMENT CENTER	ELECTRIC USAGE - NOVEMBER	20.37	
Total For Dept 448.000 STREET LIGHTS				20.37	
Dept 449.000 HIGHWAY-M45					
101-449.000-926.000-ELECTR	UTILITIES	BILL PAYMENT CENTER	ELECTRIC USAGE - NOVEMBER	39.79	
101-449.000-930.000-LIGHTS	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	129.78	
101-449.000-955.000	Miscellaneous	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	99.80	
Total For Dept 449.000 HIGHWAY-M45				269.37	
Dept 751.000 RECREATION AND PARKS					
101-751.000-732.000	SUPPLIES	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	174.66	
101-751.000-732.000	SUPPLIES	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	63.80	
101-751.000-930.000	Maintenance	CARDMEMBER SERVICE	CREDIT CARD CHARGES	50.00	
Total For Dept 751.000 RECREATION AND PARKS				288.46	
Dept 753.000 COMMUNITY PROMOTIONS					
101-753.000-807.000-VETERA	COMMUNITY PROGRAMS	PEPPINO'S PIZZARIA RISTO	CATERING SERVICES - VETERANS DAY	843.70	
Total For Dept 753.000 COMMUNITY PROMOTIONS				843.70	
Dept 790.000 LIBRARY					
101-790.000-732.000	SUPPLIES	AMAZON	WALL CLOCK REPLACEMENT	10.75	
101-790.000-732.000	SUPPLIES	AMAZON	OFFICE SUPPLIES	38.83	
101-790.000-732.000-AVMATE	SUPPLIES	AMAZON	YOUTH A/V	69.99	
101-790.000-732.000-AVMATE	SUPPLIES	AMAZON	VIDEO GAME	59.99	
101-790.000-732.000-AVMATE	SUPPLIES	AMAZON	YOUTH A/V	(1.13)	
101-790.000-732.000-AVMATE	SUPPLIES	MICROMARKETING LLC	ADULT BODC	54.99	
101-790.000-732.000-AVMATE	SUPPLIES	MICROMARKETING LLC	ADULT BODC	36.99	
101-790.000-732.000-AVMATE	SUPPLIES	MICROMARKETING LLC	ADULT BODC	45.00	
101-790.000-732.000-AVMATE	SUPPLIES	MIDWEST TAPE LLC	MUSIC CD	14.22	
101-790.000-732.000-AVMATE	SUPPLIES	MIDWEST TAPE LLC	YOUTH DVD	14.22	
101-790.000-732.000-AVMATE	SUPPLIES	MIDWEST TAPE LLC	CDS & DVDS	114.60	
101-790.000-732.000-AVMATE	SUPPLIES	MIDWEST TAPE LLC	CDS & DVDS	98.13	
101-790.000-732.000-BOOKSX	SUPPLIES	BAKER & TAYLOR BOOKS LLC	BOOKS	418.44	
101-790.000-732.000-BOOKSX	SUPPLIES	BAKER & TAYLOR BOOKS LLC	BOOKS	250.09	

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 790.000 LIBRARY					
101-790.000-732.000-BOOKSX	SUPPLIES	CENTER POINT LARGE PRINT	LARGE PRINT BOOKS	190.56	
101-790.000-732.000-BOOKSX	SUPPLIES	GALE/CENGAGE LEARNING IN	LARGE PRINT BOOKS	31.19	
101-790.000-732.000-BOOKSX	SUPPLIES	GALE/CENGAGE LEARNING IN	LARGE PRINT BOOKS	61.58	
101-790.000-732.000-CHILDB	SUPPLIES	AMAZON	REPLACEMENT YOUTH BOOK	36.35	
101-790.000-732.000-CHILDB	SUPPLIES	BAKER & TAYLOR BOOKS LLC	CHILDREN'S BOOKS	276.82	
101-790.000-732.000-CHILDB	SUPPLIES	BAKER & TAYLOR BOOKS LLC	CHILDREN'S BOOKS	284.35	
101-790.000-732.000-CHILDB	SUPPLIES	BAKER & TAYLOR BOOKS LLC	CHILDREN'S BOOKS	511.01	
101-790.000-732.000-CHILDB	SUPPLIES	BAKER & TAYLOR BOOKS LLC	CHILDREN'S BOOKS	669.93	
101-790.000-802.000-COLLEC	Contracted Services	UNIQUE MANAGEMENT SERVIC	PLACEMENTS	19.70	
101-790.000-802.000-COPIER	Contracted Services	OFFICE MACHINES COMPANY	COPY MACHINE REPAIR	993.00	
101-790.000-802.000-DIGITA	Contracted Services	OVERDRIVE INC	EBOOKS / AUDIOBOOKS	179.97	
101-790.000-802.000-DIGITA	Contracted Services	OVERDRIVE INC	EBOOKS / AUDIOBOOKS	453.22	
101-790.000-802.000-ITMONT	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES	12.82	
101-790.000-807.000-MISCPR	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES	10.00	
101-790.000-807.000-MISCPR	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES	12.10	
101-790.000-807.000-SUMMER	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES	70.32	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	AMAZON	YOUTH FALL PROGRAMS	4.99	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES	8.77	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES	158.68	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES	9.99	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES	56.32	
101-790.000-926.000-HEATFU	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - NOVEMBER	269.63	
101-790.000-971.000	CAPITAL OUTLAY	MODERN OFFICE INTERIORS	NEW LOUNGE CHAIRS	2,597.72	
Total For Dept 790.000 LIBRARY				8,144.13	
Total For Fund 101 General Fund				105,014.00	
Fund 249 Building Department Fund					
Dept 371.000 INSPECTION DEPARTMENT					
249-371.000-802.000	Contracted Services	PROFESSIONAL CODE INSPEC	PERMIT INSPECTIONS - OCTOBER	35,675.10	
Total For Dept 371.000 INSPECTION DEPARTMENT				35,675.10	
Total For Fund 249 Building Department Fund				35,675.10	
Fund 252 RENTAL ADMINISTRATION					
Dept 371.000 INSPECTION DEPARTMENT					
252-371.000-720.000-HEALTH	EMPLOYERS HEALTH INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - DECEMBER	1,624.41	
Total For Dept 371.000 INSPECTION DEPARTMENT				1,624.41	
Total For Fund 252 RENTAL ADMINISTRATION				1,624.41	
Fund 403 FIRE STATION BUILDING FUND					
Dept 901.000 CONSTRUCTION					
403-901.000-971.000	CAPITAL OUTLAY	CARDMEMBER SERVICE	CREDIT CARD CHARGES	12,967.88	
403-901.000-971.000	CAPITAL OUTLAY	CARDMEMBER SERVICE	CREDIT CARD CHARGES	358.05	
403-901.000-971.000	CAPITAL OUTLAY	CONSTRUCTION SIMPLIFIED	OWNER'S REP SERVICES - OCTOBER	8,250.00	
403-901.000-971.000	CAPITAL OUTLAY	CUTTING EDGE EXCAVATING	SANITARY LINE REPAIR - FIRE STATION	1,555.00	
403-901.000-971.000	CAPITAL OUTLAY	MOORE & BRUGGINK INC	CONSTRUCTION STAKING - FIRE STATION	2,948.77	
403-901.000-971.000	CAPITAL OUTLAY	MOORE & BRUGGINK INC	CONSTRUCTION STAKING - FIRE STATION	1,234.55	
403-901.000-971.000	CAPITAL OUTLAY	SOILS & STRUCTURES INC	MATERIALS TESTING - FIRE STATION	1,446.22	
403-901.000-971.000	CAPITAL OUTLAY	THE ARCHITECTURAL GROUP	ARCHITECTURAL SERVICES - OCTOBER	7,054.91	
Total For Dept 901.000 CONSTRUCTION				35,815.38	

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 403 FIRE STATION BUILDING FUND					
		Total For Fund 403 FIRE STATION BUILDING FUND		35,815.38	
Fund 494 Dda Development Fund					
Dept 248.000 ADMINISTRATION					
494-248.000-971.044	GENERAL MARKETING	SHINE OF WEST MICHIGAN L	BOULEVARD HOLIDAY LIGHTING	37,060.00	
494-248.000-971.046-WASHER	PROPERTY ENHANCEMENT PROGRAM	WASHERS CAR WASH LLC	ENHANCEMENT GRANT	20,000.00	
		Total For Dept 248.000 ADMINISTRATION		57,060.00	
Dept 266.000 ATTORNEY					
494-266.000-802.000	Contracted Services	DICKINSON WRIGHT PLLC	ATTORNEY SERVICES - OCTOBER	368.00	
		Total For Dept 266.000 ATTORNEY		368.00	
		Total For Fund 494 Dda Development Fund		57,428.00	
Fund 592 Water & Sewer					
Dept 000.000 REVENUE					
592-000.000-123.000	Prepaid Expense	MISSION COMMUNICATIONS L	40TH AVENUE ALARM SYSTEM	466.80	
592-000.000-123.000	Prepaid Expense	MWEA	MEMBERSHIP DUES - LAMB	95.00	
592-000.000-266.000	COURT ORDER PAYABLE	ILLINOIS STATE DISBURSEM	CHILD SUPPORT DISBURSEMENT	230.77	
		Total For Dept 000.000 REVENUE		792.57	
Dept 248.000 ADMINISTRATION					
592-248.000-802.000-ITMONT	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES	25.64	
592-248.000-802.000-ITMONT	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES	206.98	
592-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	OFFICE 365 AZURE - NOVEMBER	44.64	
592-248.000-802.000-ITPROJ	Contracted Services	REHMANN TECHNOLOGY SOLUT	SETUP VM FOR HVAC SYSTEM	2,154.25	
		Total For Dept 248.000 ADMINISTRATION		2,431.51	
Dept 536.000 WATER					
592-536.000-720.000-HEALTH	EMPLOYERS HEALTH INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - DECEMBER	6,541.95	
592-536.000-732.000	SUPPLIES	FAMILY FARM & HOME INC	HAND SCOOPS	14.07	
592-536.000-732.000	SUPPLIES	MCMMASTER-CARR SUPPLY COM	LENS CLEANING WIPES	14.24	
592-536.000-732.000	SUPPLIES	MINER SUPPLY COMPANY INC	C-FOLD TOWELS	43.20	
592-536.000-732.000	SUPPLIES	MINER SUPPLY COMPANY INC	JANITORIAL SUPPLIES	37.11	
592-536.000-732.000	SUPPLIES	NAPA - GENUINE PARTS COM	TOUCH UP PAINT	5.22	
592-536.000-732.000-METERS	SUPPLIES	ETNA SUPPLY COMPANY	CABLE	830.00	
592-536.000-732.000-METERS	SUPPLIES	ETNA SUPPLY COMPANY	CREDIT MEMO - CABLE	(415.00)	
592-536.000-733.000	WATER COST	OTTAWA COUNTY PUBLIC UTI	WATER USE/SYSTEM MAINTENANCE - OCTOBE	99,966.67	
592-536.000-802.000	Contracted Services	CINTAS CORPORATION #301	CONTRACT / UNIFORMS - OCTOBER	281.07	
592-536.000-803.000	Professional Services	SCHOLTEN FANT	ATTORNEY/LEGAL SERVICES - OCTOBER	1,000.00	
592-536.000-860.000	MILEAGE	CHAD DOORNBOS	MILEAGE REIMBURSEMENT	38.07	
592-536.000-926.000-ELECTR	UTILITIES	BILL PAYMENT CENTER	ELECTRIC USAGE - NOVEMBER	90.16	
592-536.000-926.000-HEATFU	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - NOVEMBER	734.98	
592-536.000-926.000-HEATME	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - NOVEMBER	385.83	
592-536.000-930.000	MAINTENANCE	ALLENDALE FIRE FIGHTERS	PAINTING (65) FIRE HYDRANTS	3,900.00	
592-536.000-930.000	MAINTENANCE	CARDMEMBER SERVICE	CREDIT CARD CHARGES	15.98	
592-536.000-930.000	MAINTENANCE	MAC'S HEATING & COOLING,	HVAC MOTOR - SERVICE CALL	255.00	
592-536.000-930.000	MAINTENANCE	WINDEMULLER ELECTRIC INC	FIX ALARM NOTIFICATION SYSTEM	266.00	
592-536.000-935.000	Truck Maintenance	TOLMAN'S AUTO TECH GROUP	OIL/FILTER CHANGE	31.53	
		Total For Dept 536.000 WATER		114,036.08	
Dept 537.000 SEWER					
592-537.000-720.000-HEALTH	EMPLOYERS HEALTH INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - DECEMBER	6,541.95	
592-537.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES	375.00	
592-537.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	MWEA	LAB PRACTICES SEMINAR - VEREEKE	160.00	

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INVOICE GL DISTRIBUTION REPORT FOR ALLENDALE CHARTER TOWNSHIP
EXP CHECK RUN DATES 11/16/2022 - 11/29/2022
UNJOURNALIZED
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Page: 5/6

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 Water & Sewer					
Dept 537.000 SEWER					
592-537.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	MWEA	LAB PRACTICES SEMINAR - VANDERPLOEG	160.00	
592-537.000-732.000	SUPPLIES	MCMaster-CARR SUPPLY COM	LENS CLEANING WIPES	14.24	
592-537.000-732.000	SUPPLIES	MINER SUPPLY COMPANY INC	C-FOLD TOWELS	43.20	
592-537.000-732.000	SUPPLIES	MINER SUPPLY COMPANY INC	JANITORIAL SUPPLIES	37.11	
592-537.000-732.000-LABSUP	SUPPLIES	FLIER'S QUALITY WATER SY	LAB DI WATER SYSTEM MAINTENANCE	289.98	
592-537.000-732.000-LABSUP	SUPPLIES	HACH COMPANY	LAB REAGENT	963.00	
592-537.000-732.000-LABSUP	SUPPLIES	IDEXX DISTRIBUTION INC	LAB REAGENT	2,398.05	
592-537.000-732.000-LABSUP	SUPPLIES	IDEXX DISTRIBUTION INC	LAB REAGENT	31.02	
592-537.000-802.000	Contracted Services	CINTAS CORPORATION #301	CONTRACT / UNIFORMS - OCTOBER	281.07	
592-537.000-802.000	Contracted Services	PREIN & NEWHOF PC INC	WASTEWATER SAMPLING	1,979.00	
592-537.000-803.000	Professional Services	OTTAWA COUNTY PUBLIC UTI	BIOSOLIDS STUDY	151.58	
592-537.000-803.000	Professional Services	SCHOLTEN FANT	ATTORNEY/LEGAL SERVICES - OCTOBER	365.00	
592-537.000-860.000	MILEAGE	CHAD DOORNBOS	MILEAGE REIMBURSEMENT	38.06	
592-537.000-926.000-HEATFU	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - NOVEMBER	1,541.87	
592-537.000-926.000-TRASHX	UTILITIES	ARROWASTE INC	TRASH SERVICE	160.00	
592-537.000-930.000-GENMAI	MAINTENANCE	AMAZON CAPITAL SERVICES	FLAG POLE LIGHTS	119.98	
592-537.000-930.000-GENMAI	MAINTENANCE	CARDMEMBER SERVICE	CREDIT CARD CHARGES	15.97	
592-537.000-930.000-WRRFMA	MAINTENANCE	KENNEDY INDUSTRIES INC	LIMITORQUE MOTOR	446.74	
592-537.000-930.000-WRRFMA	MAINTENANCE	WINDEMULLER ELECTRIC INC	FIX ALARM NOTIFICATION SYSTEM	266.00	
592-537.000-935.000	Truck Maintenance	TOLMAN'S AUTO TECH GROUP	OIL/FILTER CHANGE	31.53	
Total For Dept 537.000 SEWER				16,410.35	
Total For Fund 592 Water & Sewer				133,670.51	

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INVOICE GL DISTRIBUTION REPORT FOR ALLENDALE CHARTER TOWNSHIP
EXP CHECK RUN DATES 11/16/2022 - 11/29/2022
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Page: 6/6

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:					
			Fund 101 General Fund	105,014.00	
			Fund 249 Building Depa	35,675.10	
			Fund 252 RENTAL ADMINI	1,624.41	
			Fund 403 FIRE STATION	35,815.38	
			Fund 494 Dda Developme	57,428.00	
			Fund 592 Water & Sewer	133,670.51	
Total For All Funds:				<hr/>	
				369,227.40	

INTERIM PAYMENTS
Board Meeting: 11/28/22

DATE	CHECK #	AMOUNT	VENDOR	DESCRIPTION
11/14/2022	EFT	\$ 2,276.86	Priority Health	HRA Payment
11/17/2022	102647	\$ 873,813.60	ERHARDT CONSTRUCTION COMPANY	Construction Payment - App #8
11/17/2022	102648	\$ 1,294.52	WEX BANK	Fuel Charges
11/18/2022	EFT	\$ 18,157.58	Election Workers	Payroll
11/18/2022	EFT	\$ 2,037.23	Federal Gov't	Payroll Taxes
11/18/2022	EFT	\$ 8.42	Priority Health	HRA Payment
11/21/2022	102654	\$ 900.00	LUCAS GROENINK	(6) Military Plaques
11/23/2022	EFT	\$ 67,760.52	Employees	Payroll
11/23/2022	EFT	\$ 20,078.64	Federal Gov't	Payroll Taxes
11/25/2022	EFT	\$ 129.55	Priority Health	HRA Payment

\$ 986,456.92 TOTAL

PERIOD ENDING 10/31/2022

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR		% BDGT USED
			10/31/2021 NORMAL (ABNORMAL)	10/31/2022 NORMAL (ABNORMAL)	MONTH 10/31/2022 INCREASE (DECREASE)		
Fund 101 - General Fund							
Revenues							
101-000.000-401.000	TAXES	0.00	1,160,285.51	0.13		0.00	100.00
101-000.000-402.000	REAL PROPERTY TAXES	1,173,994.00	0.00	1,170,907.86		0.50	99.74
101-000.000-410.000	PERSONAL PROPERTY TAXES	58,402.00	0.00	60,606.89		0.00	103.78
101-000.000-412.000	DELQ PERSONAL PROP TAX	0.00	0.00	533.67		0.00	100.00
101-000.000-434.000	TOWNSHIP SHARE MOBILE HOME TAX	3,000.00	2,284.50	2,294.00		254.50	76.47
101-000.000-437.000	INDUSTRIAL FACILITY TAX	2,878.00	0.00	2,878.04		0.00	100.00
101-000.000-445.000	PENALTIES AND INTEREST	1,000.00	1,509.89	3,654.08		115.82	365.41
101-000.000-447.000	TAX ADMIN FEE	271,206.00	242,340.82	258,933.72		1,805.36	95.47
101-000.000-451.000	STREET LIGHT ASSESSMENT	89,991.00	84,464.17	91,637.16		0.00	101.83
101-000.000-477.000	CABLE FRANCHISE FEES	145,000.00	71,508.53	74,428.43		0.00	51.33
101-000.000-478.000	LIQUOR LICENSES	0.00	750.00	0.00		0.00	0.00
101-000.000-479.000	STATE LIQUOR LICENSE FEES	3,500.00	3,345.10	9,854.90		2,033.27	281.57
101-000.000-491.000	Collection Fees Dog License	100.00	92.00	94.00		10.00	94.00
101-000.000-492.000	PASSPORT LICENSE	5,000.00	0.00	0.00		0.00	0.00
101-000.000-493.000	Zoning Compliance Permits	1,000.00	1,320.00	1,230.00		60.00	123.00
101-000.000-494.000	SPECIAL USE PERMITS	500.00	1,500.00	1,500.00		500.00	300.00
101-000.000-495.000	SIGN PERMITS	50.00	20.00	0.00		0.00	0.00
101-000.000-528.000	OTHER FEDERAL GRANTS	107,503.00	48,974.92	789.76		0.00	0.73
101-000.000-564.000	STATE REV SHARING-CVTRS	74,682.00	61,259.00	62,981.00		13,193.00	84.33
101-000.000-567.000	State Grants Library	22,000.00	24,529.82	34,776.34		0.00	158.07
101-000.000-569.000	STATE GRANTS OTHER	0.00	0.00	1,440.00		0.00	100.00
101-000.000-573.000	STATE GRANTS-METRO ACT	11,000.00	11,260.60	11,610.40		0.00	105.55
101-000.000-574.000	STATE REV SHARE-CONST SALES TX	1,916,907.00	1,694,074.00	3,123,057.00		531,409.00	162.92
101-000.000-581.000	TALLMADGE LIBRARY CONTRIBUTION	105,000.00	107,761.76	112,420.07		0.00	107.07
101-000.000-602.000	ZONING CHANGE CHARGE	1,000.00	1,600.00	2,800.00		800.00	280.00
101-000.000-603.000	ACT 198 APP FEE	0.00	0.00	750.00		0.00	100.00
101-000.000-605.000	ADMIN CHARGE	185,697.00	0.00	185,696.94		0.00	100.00
101-000.000-613.000	MISC INCOME	1,000.00	1,798.99	3,075.12		14.60	307.51
101-000.000-629.000	Charge For Site Plan Review	0.00	1,000.00	0.00		0.00	0.00
101-000.000-634.000	OPENING/CLOSING BURIALS	17,000.00	26,325.00	17,800.00		500.00	104.71
101-000.000-656.000	Penal Fines	80,000.00	87,292.56	104,496.96		0.00	130.62
101-000.000-657.000	Ordinance Fines	2,000.00	1,803.32	6,656.49		165.01	332.82
101-000.000-658.000	Civil Infraction Fines	100.00	107.05	0.00		0.00	0.00
101-000.000-659.000	LIBRARY FINES/MISC	5,000.00	7,635.51	7,812.23		0.00	156.24
101-000.000-665.000	Interest	1,500.00	1,559.26	5,970.10		700.65	398.01
101-000.000-667.000	Hall Rental Income	500.00	1,085.00	2,955.00		(135.00)	591.00
101-000.000-667.001	PAVILION RENTAL	1,000.00	1,870.00	1,775.00		0.00	177.50
101-000.000-667.050	Rental-Water Tank-Omnipoint	16,000.00	12,272.48	12,640.65		1,425.12	79.00
101-000.000-675.002	Veteran's Day	0.00	0.00	100.00		0.00	100.00
101-000.000-675.004	CONCERTS/MOVIES IN THE PARK	1,000.00	1,000.00	0.00		0.00	0.00
101-000.000-675.006	VETERAN'S MEMORIAL BRICKS	0.00	(75.00)	(75.00)		0.00	100.00
101-000.000-675.050	Donations - Park	500.00	1,800.00	0.00		0.00	0.00
101-000.000-675.791	DONATIONS - SUMMER READING PGM	500.00	0.00	0.00		0.00	0.00
101-000.000-675.792	DONATIONS & FUNDRAISERS - LIBRARY	0.00	0.00	2,690.00		0.00	100.00
101-000.000-676.000	Miscellaneous Reimbursements	0.00	2,438.98	677.56		0.00	100.00
101-000.000-676.010	Reimbursement Summer Tax Coll.	16,000.00	0.00	16,358.80		16,353.00	102.24
101-000.000-676.030	REIMB-ELECTIONS	0.00	1,400.00	0.00		0.00	0.00
101-000.000-676.040	Reimbursement Fire Protection	100,000.00	0.00	0.00		0.00	0.00
101-000.000-676.070	INSURANCE REIMBURSEMENTS	3,000.00	6,618.62	14,126.97		0.00	470.90
101-000.000-677.000	Grants/Foundations	0.00	207.00	225.00		0.00	100.00
101-000.000-693.000	SALE OF ASSETS	0.00	9,000.00	0.00		0.00	0.00
TOTAL REVENUES		4,424,510.00	3,684,019.39	5,412,159.27		569,204.83	122.32

Expenditures

REVENUE AND EXPENDITURE REPORT FOR ALLENDALE CHARTER TOWNSHIP
 PERIOD ENDING 10/31/2022

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR	
			10/31/2021	10/31/2022	MONTH 10/31/2022	% BDGT
			NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	INCREASE (DECREASE)	USED
Fund 101 - General Fund						
Expenditures						
101.000	Township Board	33,022.00	26,622.25	26,441.41	1,507.89	80.07
171.000	Supervisor	182,595.00	82,768.37	127,721.34	11,145.22	69.95
191.000	FINANCE/ACCT	141,042.00	126,653.48	109,673.01	10,655.00	77.76
209.000	EMPLOYEE INSURANCES	300,443.00	226,159.55	272,598.34	20,621.03	90.73
215.000	CLERK	123,877.00	84,669.81	91,760.48	8,140.59	74.07
223.000	AUDIT	11,000.00	4,960.00	9,755.40	785.00	88.69
247.000	BOARD OF REVIEW	4,530.00	2,095.04	2,001.63	0.00	44.19
248.000	ADMINISTRATION	237,465.00	212,688.98	192,035.35	21,461.18	80.87
253.000	TREASURER	17,120.00	12,003.42	12,275.53	483.53	71.70
257.000	ASSESSOR	226,936.00	149,226.59	159,204.94	13,661.08	70.15
262.000	ELECTIONS	78,553.00	4,715.62	43,174.95	719.16	54.96
265.000	BUILDING & GROUNDS	2,333,093.00	333,702.34	2,258,268.26	9,736.05	96.79
266.000	ATTORNEY	132,000.00	67,708.57	66,740.09	16,682.50	50.56
301.000	POLICE OFFICER	470,500.00	392,590.74	350,769.47	40,375.79	74.55
336.000	FIRE DEPT	839,373.00	633,913.88	577,269.60	130,954.25	68.77
445.000	DRAIN AT LARGE	55,681.00	43,022.59	55,680.10	0.00	100.00
446.000	ROADS	30,720.00	23,040.00	23,040.00	0.00	75.00
448.000	STREET LIGHTS	122,500.00	89,231.44	80,797.57	8,419.27	65.96
449.000	HIGHWAY-M45	228,972.00	140,914.33	131,356.51	12,010.97	57.37
567.000	CEMETERY	44,741.00	40,353.87	25,711.28	1,763.35	57.47
672.000	LIFELONG LEARNERS	35,514.00	24,797.37	26,734.47	2,029.96	75.28
701.000	PLANNING & ZONING	113,046.00	103,774.55	58,273.89	4,758.66	51.55
702.000	ZONING BOARD OF APPEALS	2,603.00	291.08	0.00	0.00	0.00
704.000	PLANNING COMMISSION	17,226.00	16,889.61	7,662.11	852.00	44.48
751.000	RECREATION AND PARKS	125,812.00	73,817.67	78,900.79	7,298.47	62.71
753.000	COMMUNITY PROMOTIONS	85,652.00	0.00	66,189.58	2,739.68	77.28
753.001	COMMUNITY PROMOTIONS - 4TH OF JULY	0.00	20,000.00	0.00	0.00	0.00
753.002	COMMUNITY PROMOTIONS - VETERAN'S DAY	0.00	7.43	0.00	0.00	0.00
753.004	COMMUNITY PROMOTIONS CONCERTS/MOVIES	0.00	4,272.10	0.00	0.00	0.00
753.300	COMMUNITY PROMOTIONS - ADMINISTRATION	0.00	17,250.34	0.00	0.00	0.00
790.000	LIBRARY	480,352.00	328,066.44	353,396.34	37,640.42	73.57
TOTAL EXPENDITURES		6,474,368.00	3,286,207.46	5,207,432.44	364,441.05	80.43
Fund 101 - General Fund:						
TOTAL REVENUES		4,424,510.00	3,684,019.39	5,412,159.27	569,204.83	122.32
TOTAL EXPENDITURES		6,474,368.00	3,286,207.46	5,207,432.44	364,441.05	80.43
NET OF REVENUES & EXPENDITURES		(2,049,858.00)	397,811.93	204,726.83	204,763.78	9.99

FUND BALANCE = \$4,492,663

CASH BALANCE = \$4,514,858

PERIOD ENDING 10/31/2022

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR		% BDGT USED
			10/31/2021	10/31/2022	MONTH 10/31/2022	10/31/2022	
Fund 249 - Building Department Fund							
Revenues							
249-000.000-480.000	BUILDING PERMITS	170,000.00	164,169.75	173,986.00		23,602.00	102.34
249-000.000-481.000	Electrical Permits	68,000.00	58,595.00	49,693.20		3,454.00	73.08
249-000.000-482.000	PLUMBING PERMITS	50,000.00	41,972.00	37,104.00		3,000.00	74.21
249-000.000-483.000	Mechanical Permits	65,000.00	52,670.00	47,390.00		5,528.00	72.91
249-000.000-613.000	MISC INCOME	0.00	100.00	0.00		0.00	0.00
249-000.000-665.000	Interest	15.00	12.23	44.18		0.00	294.53
TOTAL REVENUES		353,015.00	317,518.98	308,217.38		35,584.00	87.31
Expenditures							
223.000	AUDIT	500.00	300.00	481.90		0.00	96.38
248.000	ADMINISTRATION	12,405.00	0.00	12,404.53		0.00	100.00
371.000	INSPECTION DEPARTMENT	338,848.00	302,400.42	295,102.07		33,699.05	87.09
TOTAL EXPENDITURES		351,753.00	302,700.42	307,988.50		33,699.05	87.56
Fund 249 - Building Department Fund:							
TOTAL REVENUES		353,015.00	317,518.98	308,217.38		35,584.00	87.31
TOTAL EXPENDITURES		351,753.00	302,700.42	307,988.50		33,699.05	87.56
NET OF REVENUES & EXPENDITURES		1,262.00	14,818.56	228.88		1,884.95	18.14

FUND BALANCE = \$32,792

CASH BALANCE = \$32,930

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REVENUE AND EXPENDITURE REPORT FOR ALLENDALE CHARTER TOWNSHIP
PERIOD ENDING 10/31/2022

Page: 4/12

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR		% BDGT USED
			10/31/2021	10/31/2022	MONTH 10/31/2022	10/31/2022	
Fund 252 - RENTAL ADMINISTRATION							
Revenues							
252-000.000-485.000	RENTAL REGISTRATION	30,980.00	30,950.00	30,400.00		10.00	98.13
252-000.000-617.000	RENTAL INSPECTIONS	53,475.00	34,265.00	59,870.00		9,625.00	111.96
252-000.000-618.000	LANDLORD RENTAL FINES	100.00	200.00	0.00		0.00	0.00
252-000.000-665.000	Interest	10.00	7.29	28.47		0.00	284.70
TOTAL REVENUES		84,565.00	65,422.29	90,298.47		9,635.00	106.78
Expenditures							
371.000	INSPECTION DEPARTMENT	92,646.00	67,351.28	75,432.90		6,604.13	81.42
TOTAL EXPENDITURES		92,646.00	67,351.28	75,432.90		6,604.13	81.42
Fund 252 - RENTAL ADMINISTRATION:							
TOTAL REVENUES		84,565.00	65,422.29	90,298.47		9,635.00	106.78
TOTAL EXPENDITURES		92,646.00	67,351.28	75,432.90		6,604.13	81.42
NET OF REVENUES & EXPENDITURES		(8,081.00)	(1,928.99)	14,865.57		3,030.87	183.96

FUND BALANCE = \$35,652

CASH BALANCE = \$36,296

PERIOD ENDING 10/31/2022

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 10/31/2021 NORMAL (ABNORMAL)	YTD BALANCE 10/31/2022 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2022 INCREASE (DECREASE)	% BDGT USED
Fund 253 - Library Building Debt Fund						
Revenues						
253-000.000-665.000	Interest	30.00	31.80	67.19	0.00	223.97
TOTAL REVENUES		30.00	31.80	67.19	0.00	223.97
Fund 253 - Library Building Debt Fund:						
TOTAL REVENUES		30.00	31.80	67.19	0.00	223.97
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		30.00	31.80	67.19	0.00	223.97

FUND BALANCE = \$96,853

CASH BALANCE = \$96,853

PERIOD ENDING 10/31/2022

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 10/31/2021		YTD BALANCE 10/31/2022		ACTIVITY FOR MONTH 10/31/2022		% BDGT USED
			NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	
Fund 254 - Cemetery Improvement Fund									
Revenues									
254-000.000-643.000	GRAVE SITES	15,000.00		17,200.00		15,200.00		3,000.00	101.33
254-000.000-665.000	Interest	30.00		28.51		91.62		0.00	305.40
254-000.000-670.000	PROPERTY RENTAL	150.00		150.00		150.00		0.00	100.00
TOTAL REVENUES		15,180.00		17,378.51		15,441.62		3,000.00	101.72
Expenditures									
223.000	AUDIT	0.00		150.00		240.95		0.00	100.00
248.000	ADMINISTRATION	9.00		0.00		8.48		0.00	94.22
TOTAL EXPENDITURES		9.00		150.00		249.43		0.00	2,771.44
Fund 254 - Cemetery Improvement Fund:									
TOTAL REVENUES		15,180.00		17,378.51		15,441.62		3,000.00	101.72
TOTAL EXPENDITURES		9.00		150.00		249.43		0.00	2,771.44
NET OF REVENUES & EXPENDITURES		15,171.00		17,228.51		15,192.19		3,000.00	100.14

FUND BALANCE = \$111,654

CASH BALANCE = \$111,654

PERIOD ENDING 10/31/2022

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 10/31/2021 NORMAL (ABNORMAL)	YTD BALANCE 10/31/2022 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2022 INCREASE (DECREASE)	% BDGT USED
Fund 270 - Allendale Historical Society						
Revenues						
270-248.000-665.000	Interest	5.00	2.85	6.95	0.00	139.00
270-804.000-644.030	150Th Book Sales	0.00	75.00	135.00	45.00	100.00
TOTAL REVENUES		5.00	77.85	141.95	45.00	2,839.00
Expenditures						
804.000	KNOWLTON HOUSE	1,550.00	1,988.95	291.18	291.18	18.79
TOTAL EXPENDITURES		1,550.00	1,988.95	291.18	291.18	18.79
Fund 270 - Allendale Historical Society:						
TOTAL REVENUES		5.00	77.85	141.95	45.00	2,839.00
TOTAL EXPENDITURES		1,550.00	1,988.95	291.18	291.18	18.79
NET OF REVENUES & EXPENDITURES		(1,545.00)	(1,911.10)	(149.23)	(246.18)	9.66

FUND BALANCE = \$7,862

CASH BALANCE = \$7,862

PERIOD ENDING 10/31/2022

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 10/31/2021 NORMAL (ABNORMAL)	YTD BALANCE 10/31/2022 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2022 INCREASE (DECREASE)	% BDGT USED
Fund 285 - AMERICAN RESCUE PLAN ACT						
Revenues						
285-000.000-665.000	Interest	0.00	50.94	2,207.50	0.00	100.00
TOTAL REVENUES		0.00	50.94	2,207.50	0.00	100.00
Fund 285 - AMERICAN RESCUE PLAN ACT:						
TOTAL REVENUES		0.00	50.94	2,207.50	0.00	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	50.94	2,207.50	0.00	100.00

FUND BALANCE = \$2,352

CASH BALANCE = \$2,809,166

11/21/2022 11:50 AM
User: Tim
DB: Allendale

REVENUE AND EXPENDITURE REPORT FOR ALLENDALE CHARTER TOWNSHIP
PERIOD ENDING 10/31/2022

Page: 9/12

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR		% BDGT USED
			10/31/2021 NORMAL (ABNORMAL)	10/31/2022 NORMAL (ABNORMAL)	MONTH 10/31/2022 INCREASE (DECREASE)		
Fund 403 - FIRE STATION BUILDING FUND							
Revenues							
403-000.000-582.000	CONTRIBUTION-DDA	3,500,000.00	0.00	3,500,000.00		0.00	100.00
403-000.000-583.000	CONTRIBUTION-GENERAL FUND	2,110,000.00	0.00	2,110,000.00		0.00	100.00
403-000.000-584.000	CONTRIBUTION-OTHER	1,000,000.00	0.00	1,000,000.00		0.00	100.00
403-000.000-665.000	Interest	0.00	0.00	3,202.96		0.00	100.00
TOTAL REVENUES		6,610,000.00	0.00	6,613,202.96		0.00	100.05
Expenditures							
901.000	CONSTRUCTION	6,610,000.00	0.00	3,740,580.80		655,154.40	56.59
TOTAL EXPENDITURES		6,610,000.00	0.00	3,740,580.80		655,154.40	56.59
Fund 403 - FIRE STATION BUILDING FUND:							
TOTAL REVENUES		6,610,000.00	0.00	6,613,202.96		0.00	100.05
TOTAL EXPENDITURES		6,610,000.00	0.00	3,740,580.80		655,154.40	56.59
NET OF REVENUES & EXPENDITURES		0.00	0.00	2,872,622.16		(655,154.40)	100.00

FUND BALANCE = \$2,872,622

CASH BALANCE = \$2,872,622

PERIOD ENDING 10/31/2022

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR		% BDTG USED
			10/31/2021 NORMAL (ABNORMAL)	10/31/2022 NORMAL (ABNORMAL)	MONTH 10/31/2022 INCREASE (DECREASE)		
Fund 494 - Dda Development Fund							
Revenues							
494-000.000-401.000	TAXES	0.00	913,160.18	0.00		0.00	0.00
494-000.000-402.000	REAL PROPERTY TAXES	1,761,292.00	820,126.66	1,787,757.27		4,890.89	101.50
494-000.000-410.000	PERSONAL PROPERTY TAXES	75,175.00	30,040.97	60,035.31		0.00	79.86
494-000.000-437.000	INDUSTRIAL FACILITY TAX	4,011.00	0.00	3,455.70		0.00	86.16
494-000.000-613.000	MISC INCOME	0.00	500.00	1,450.00		500.00	100.00
494-000.000-665.000	Interest	2,000.00	1,739.65	1,657.87		0.00	82.89
494-000.000-678.000	PPT LOSS REIMB	70,000.00	0.00	91,086.37		91,086.37	130.12
TOTAL REVENUES		1,912,478.00	1,765,567.46	1,945,442.52		96,477.26	101.72
Expenditures							
223.000	AUDIT	4,000.00	2,400.00	3,855.20		0.00	96.38
248.000	ADMINISTRATION	3,757,523.00	63,591.42	3,592,156.03		21,502.27	95.60
266.000	ATTORNEY	10,000.00	0.00	69.00		0.00	0.69
446.000	ROADS	140,000.00	114,002.25	82,451.96		1,071.00	58.89
901.000	CONSTRUCTION	238,879.00	304,312.83	126,007.90		0.00	52.75
TOTAL EXPENDITURES		4,150,402.00	484,306.50	3,804,540.09		22,573.27	91.67
Fund 494 - Dda Development Fund:							
TOTAL REVENUES		1,912,478.00	1,765,567.46	1,945,442.52		96,477.26	101.72
TOTAL EXPENDITURES		4,150,402.00	484,306.50	3,804,540.09		22,573.27	91.67
NET OF REVENUES & EXPENDITURES		(2,237,924.00)	1,281,260.96	(1,859,097.57)		73,903.99	83.07

FUND BALANCE = \$2,363,802

CASH BALANCE = \$2,363,802

PERIOD ENDING 10/31/2022

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR		% BDGT USED
			10/31/2021	10/31/2022	MONTH 10/31/2022	INCREASE (DECREASE)	
Fund 592 - Water & Sewer							
Revenues							
592-248.000-631.000	FINANCE AGREEMENT FEE	200.00	150.00	90.00	0.00	45.00	
592-248.000-632.000	CONNECTION FEES-WATER	150,000.00	205,281.00	209,685.00	15,834.00	139.79	
592-248.000-632.010	CONNECTIONS FINANCE-WATER	5,000.00	10,729.00	10,720.00	0.00	214.40	
592-248.000-633.000	CONNECTION FEES-SEWER	210,000.00	269,170.00	277,600.00	15,825.00	132.19	
592-248.000-633.010	CONNECTIONS FINANCE-SEWER	20,000.00	11,750.00	5,875.00	0.00	29.38	
592-248.000-647.000	Penalties	25,000.00	21,023.53	19,384.64	0.00	77.54	
592-248.000-665.000	Interest	3,000.00	2,988.90	7,236.29	0.00	241.21	
592-248.000-665.010	Interest On Assessments	9,000.00	8,227.27	7,326.73	354.23	81.41	
592-536.000-569.020	STATE GRANTS	0.00	0.00	7,500.00	7,500.00	100.00	
592-536.000-582.000	CONTRIBUTION-DDA	0.00	272,000.00	0.00	0.00	0.00	
592-536.000-613.000	MISC INCOME	2,500.00	80,463.97	1,880.02	0.00	75.20	
592-536.000-619.000	INSPECTIONS	4,000.00	6,356.50	7,908.75	6,690.00	197.72	
592-536.000-620.000	WATER METER CHARGES	25,000.00	38,902.50	42,165.50	2,250.00	168.66	
592-536.000-630.000	WATER HYDRANT USAGE	4,000.00	4,991.04	3,926.11	1,692.74	98.15	
592-536.000-646.000	Utility Charges	2,925,000.00	2,481,428.30	2,651,408.04	(271,494.38)	90.65	
592-536.000-667.020	ROBINSON TWP HYDRANT RENT	450.00	0.00	450.00	0.00	100.00	
592-536.000-667.050	Rental-Water Tank-Omnipoint	15,500.00	12,272.48	12,640.64	1,425.11	81.55	
592-536.000-674.900	DEVELOPER CONTRIBUTIONS	0.00	153,650.00	0.00	0.00	0.00	
592-537.000-569.020	STATE GRANTS	15,000.00	0.00	7,500.00	7,500.00	50.00	
592-537.000-582.000	CONTRIBUTION-DDA	0.00	0.00	(243,386.72)	0.00	100.00	
592-537.000-613.000	MISC INCOME	2,000.00	1,282.16	762.80	0.00	38.14	
592-537.000-619.000	INSPECTIONS	4,000.00	488.00	1,125.00	675.00	28.13	
592-537.000-646.000	Utility Charges	2,404,771.00	1,671,303.54	2,071,112.51	1,927.09	86.13	
592-537.000-646.010	Sewer Charges - Leprino	100,860.00	75,645.00	75,645.00	16,810.00	75.00	
TOTAL REVENUES		5,925,281.00	5,328,103.19	5,178,555.31	(193,011.21)	87.40	
Expenditures							
248.000	ADMINISTRATION	208,557.00	37,463.52	212,292.35	9,316.88	101.79	
536.000	WATER	2,495,140.00	1,587,208.89	1,974,914.57	216,890.29	79.15	
537.000	SEWER	2,620,843.00	929,343.71	1,604,792.93	199,944.89	61.23	
906.000	DEBT	615,251.00	120,638.56	108,247.00	0.00	17.59	
TOTAL EXPENDITURES		5,939,791.00	2,674,654.68	3,900,246.85	426,152.06	65.66	
Fund 592 - Water & Sewer:							
TOTAL REVENUES		5,925,281.00	5,328,103.19	5,178,555.31	(193,011.21)	87.40	
TOTAL EXPENDITURES		5,939,791.00	2,674,654.68	3,900,246.85	426,152.06	65.66	
NET OF REVENUES & EXPENDITURES		(14,510.00)	2,653,448.51	1,278,308.46	(619,163.27)	8,809.84	

FUND BALANCE = \$40,111,645

CASH BALANCE = \$8,085,616

PERIOD ENDING 10/31/2022

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR	% BDGT USED
			10/31/2021 NORMAL (ABNORMAL)	10/31/2022 NORMAL (ABNORMAL)	MONTH 10/31/2022 INCREASE (DECREASE)	
Fund 811 - Road Fund						
Revenues						
811-000.000-452.000	SPECIAL ASSESS-ROADS	25,000.00	28,592.89	26,873.57	3,900.69	107.49
811-000.000-665.000	Interest	100.00	145.82	422.98	0.00	422.98
811-000.000-665.010	Interest On Assessments	2,000.00	1,196.32	676.87	6.64	33.84
TOTAL REVENUES		27,100.00	29,935.03	27,973.42	3,907.33	103.22
Expenditures						
000.000	REVENUE	0.00	(30.00)	0.00	0.00	0.00
223.000	AUDIT	1,000.00	600.00	963.80	0.00	96.38
248.000	ADMINISTRATION	0.00	0.00	5,302.27	0.00	100.00
446.000	ROADS	105,302.00	76,001.49	0.00	0.00	0.00
TOTAL EXPENDITURES		106,302.00	76,571.49	6,266.07	0.00	5.89
Fund 811 - Road Fund:						
TOTAL REVENUES		27,100.00	29,935.03	27,973.42	3,907.33	103.22
TOTAL EXPENDITURES		106,302.00	76,571.49	6,266.07	0.00	5.89
NET OF REVENUES & EXPENDITURES		(79,202.00)	(46,636.46)	21,707.35	3,907.33	27.41
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		19,352,164.00	11,208,105.44	19,593,707.59	524,842.21	101.25
TOTAL EXPENDITURES - ALL FUNDS		23,726,821.00	6,893,930.78	17,043,028.26	1,508,915.14	71.83
NET OF REVENUES & EXPENDITURES		(4,374,657.00)	4,314,174.66	2,550,679.33	(984,072.93)	58.31

FUND BALANCE = \$492,012

CASH BALANCE = \$492,012

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

November 7, 2022

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order
2. Roll Call:
Present: Longcore, Zuniga, Chapla, Nadda, Zeinstra, Adams
Absent: Westerling
Staff and Guests Present: Planner Greg Ransford, Planning and Zoning Coordinator Kelli McGovern, Steve Griffioen, Bob & Joyce Haveman, Jeremy Borgman, Cassandra & Tim Stauffer, James Anderson, Ron Price, Joe Schmucker, Mark Mesbergen, Christine Cochran, Marianne Burns, Tony Vazquez, Mandi Brower, Sam Sterk, Todd Stuve, Steve Witte
3. Communications and Correspondence:
Email from Planner Ransford including the Township Engineer's review of the Traffic Analysis provided by Pearline Estates.
4. Motion by Zeinstra to approve the October 17, 2022, Planning Commission Minutes as presented. Seconded by Zuniga. **Approved 6-0**
5. Motion by Longcore to approve the November 7, 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.
Tony Vasquez, an Allendale resident, had questions regarding the house that is being relocated and when it would be moved from the spot where it currently is. Chairperson Longcore answered that the Planning Commission does not have an answer to that question.
Seeing no more comment, Chairperson Longcore closed the public comment section.
7. Public Hearings:
 - A. Pearline Estates Tentative Preliminary Plant (Parcel 70-09-26-400-013)
 - Twenty-six single family residential lots
Todd Stuve of Exxel Engineering, representing the applicant, introduced the project consisting of twenty-six single family residential lots consistent with the R-1 zoning district.
Planner Ransford reviewed his memo and explained the process to the public that was present.
Chairperson Longcore opened the public comment section for the public hearing.
Jeremy Borgman, an Allendale resident, has questions regarding the existing woods, sidewalk gaps and the reasoning behind not having a 56th Ave. access point.
Cassandra Stauffer, an Allendale resident, would like to see a little bit of a tree line left from what is currently there. Also, she is wondering about the construction traffic and safety for the neighborhood children.
Joe Schmucker, an Allendale resident, has questions regarding the lack of access to 56th Ave. and how will the school busses be routed?
Marianne Burns, an Allendale resident, wondered why they chose to design the neighborhood this way and not move the ponds to the back of the property and have the access off 56th Ave. She also is wondering about the construction traffic route.

Mark Mesbergen, an Allendale resident, has a question regarding the existing ditch line along the north side of the property. He would like to state his appreciation for not having an entrance at 56th as that would create more traffic coming through.

Seeing no more comments, Chairperson Longcore closed the public comment section.

Chairperson Longcore addressed the comments regarding bus routes and sidewalks.

Mr. Stuive addressed the questions regarding sidewalks, the design of the development, access from 56th Ave. and the construction traffic.

Chairperson Longcore asked Mr. Stuive about the trees, the feel of the neighborhood and if the neighborhood would match the adjacent neighborhoods.

Mr. Zeinstra questioned why there wasn't a connection to the southern property line for possible future development and Mr. Stuive replied that there wasn't one proposed and the Ottawa County Road Commission did not require them to put one in.

Mr. Adams had questions regarding the drainage of the property and Mr. Stuive responded that the drainage flows west to east to the proposed ponds.

Motion by Adams to recommend approval to the Township Board. Seconded by Zeinstra. **Approved 5-1.** Dissenting vote by Nadda.

B. Griffioen Special Use Request – 10259 52nd Avenue

- Farm equipment storage with incidental repair and service

Mr. Griffioen introduced the project showing where the proposed building would be located on a survey.

Planner Ransford reviewed his memo and the interpretation of the Zoning Ordinance from the Township Attorney.

Chairperson Longcore opened the public comment section for the public hearing.

Seeing no comments, he closed the public comment section.

Commissioners discussed the Township Attorney's interpretation and if this project meets the standards.

Mr. Griffioen reviewed the conditions of approval on the resolution at the request of Chairperson Longcore and agreed to the conditions.

Motion by Zeinstra to approve the Special Land Use and Resolution 110722-1 as presented. Seconded by Nadda. **Approved 6-0**

C. Tommy's Express – 5380 Lake Michigan Dr.

- Vehicle Wash Establishment

Due to professional conflict of interest, Mr. Zeinstra recused himself from the discussion.

Steve Witte from Nederveld, representing the applicant introduced the project and reviewed Planner Ransford's memo.

Planner Ransford briefly reviewed his memo and explained the process of the public hearing.

Chairperson Longcore opened the public comment section for the public hearing.

Tony Vasquez, an Allendale resident, questioned why the Township would need another car wash and is worried about the noise and the traffic.

Jim Anderson, an Allendale resident, is also worried about the noise level from the car wash.

Chairperson Longcore opened the public comment section for the public hearing.

Mr. Witte responded to the comments presented.

Mr. Zuniga does not agree with the traffic study that was presented and Mr. Adams questions the “peak hours” that were studied. But they also opined that it doesn’t affect the Planning Commission review of the project.

Motion by Chapla to approve the project as presented. Seconded by Zuniga. **Approved 5-0**

Mr. Zeinstra rejoined the meeting.

8. Site Plan Review: None

9. New Business: None

10. Old Business:

A. Master Plan – End of comment period

Planner Ransford reviewed his memo regarding the Master Plan distribution end of the comment period. He did note that the Census information is delayed and if the Commission would like to move forward with the process, they could use data from the American Community Survey (ACS).

Commissioners discussed language regarding clarification for farming in the RE district and traffic study data or documentation.

Commissioners directed Planner Ransford to update the language clarifying farming in the RE Zoning District and directed him to use the ACS data in place of the Census data, and subsequently schedule the public hearing.

11. Public Comments

Chairperson Longcore opened the public comment section for the public hearing and seeing no comments closed the public comment section.

12. Township Board Reports

Mr. Zeinstra reported that the Board has been working on the budget and has set the public hearing for the 2023 Budget. They also approved the Preliminary Plat for Springfield North and talked about the extension to the DDA.

13. Commissioner and Staff Comments

Mr. Longcore has concerns regarding the special use language and differentiating a farm use from an agricultural special use permitted in the AG District. Commissioners decided that this will be put on the 2023 Work Program.

14. Chairperson Longcore adjourned the meeting at 8:39 p.m.

Next meeting November 21, 2022 at 7:00 p.m.

Minutes respectfully submitted by Kelli McGovern





GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

Tuesday, November 22, 2022

Amandeep Singh, Applicant
C/O Tohria LLC
amansukhbir@hotmail.com

RID # RQ-2210-13487 **Reference/Transaction:** Transfer ownership 2022 SDD & SDM license with Sunday Sales permit (AM), Sunday Sales permit (PM) for SDD license – Spirits, Sunday Sales permit (PM) for SDM license – Mixed Spirit Drink and Beer & Wine Tasting permit from M. Chase Enterprises, Inc.

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: Tohria LLC

Business address and phone number: 11233 Sixty Eighth Ave Ste B, Allendale, MI 49401

Home address and phone number of partner(s)/subordinates:
Amandeep Singh, 7665 Canyon Dr, Kalamazoo, MI 49009, C: 646-258-7584

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Grand Rapids District Office (616) 447-2647

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required. However, a copy of this notice is also being provided to **Local Governmental Unit** should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

SR

cc: M. Chase Enterprises, Inc.: mac.1106@live.com
Allendale Twp: clerk@allendale-twp.org



County of Ottawa

Sheriff's Office

Steve A. Kempker
Sheriff

Valerie L. Weiss
Undersheriff



Headquarters/Administration

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

Correctional Facility

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

Date: 11-10-2022

To: Allendale Township Supervisor Adam Elenbaas

From: Sgt. Cal Keuning

RE: Monthly Report (October 2022)

The Sheriff's Office during the month of October responded to 533 calls for service.

Allendale Township Basic EMT and MFR units, with assistance of general road patrol responded to 61 medicals and 3 personal injury accidents.

Traffic contacts during the month of October, deputies issued 166 total tickets.

Home Coming for Allendale Public Schools:

Allendale Public Schools came together for a home coming parade and pep rally. The Sheriff's Office and fire department assisted during the parade and pep rally.



School News:

Deputy Ortman taught 12 classes of TEACHING, EDUCATING, and MENTORING (TEAM) to the 5th grade students. Deputy Ortman starts teaching the next group of 5th graders with 6 weeks of teaching TEAM.

During parent / teacher conferences, Deputy Ortman set up a table showing confiscated vapes. He included parent information on vapes, drugs, marijuana, electronics, and how they cause problems with teens.

**Pumpkin Walk:**

The sheriff's Office assisted with the Pumpkin Walk.




Crime Free Multi Housing Class:

The sheriff's office presented a class to the off-campus owners and managers called Crime Free Multi Housing. This class was held at Life Stream Church and approximately 30 individuals attended. The class is designed to reduce crime, drugs, and gangs on apartment properties. Supervisor Elenbaas was also in attendance for the 8-hour program.



Thank you

Sgt. Cal Keuning



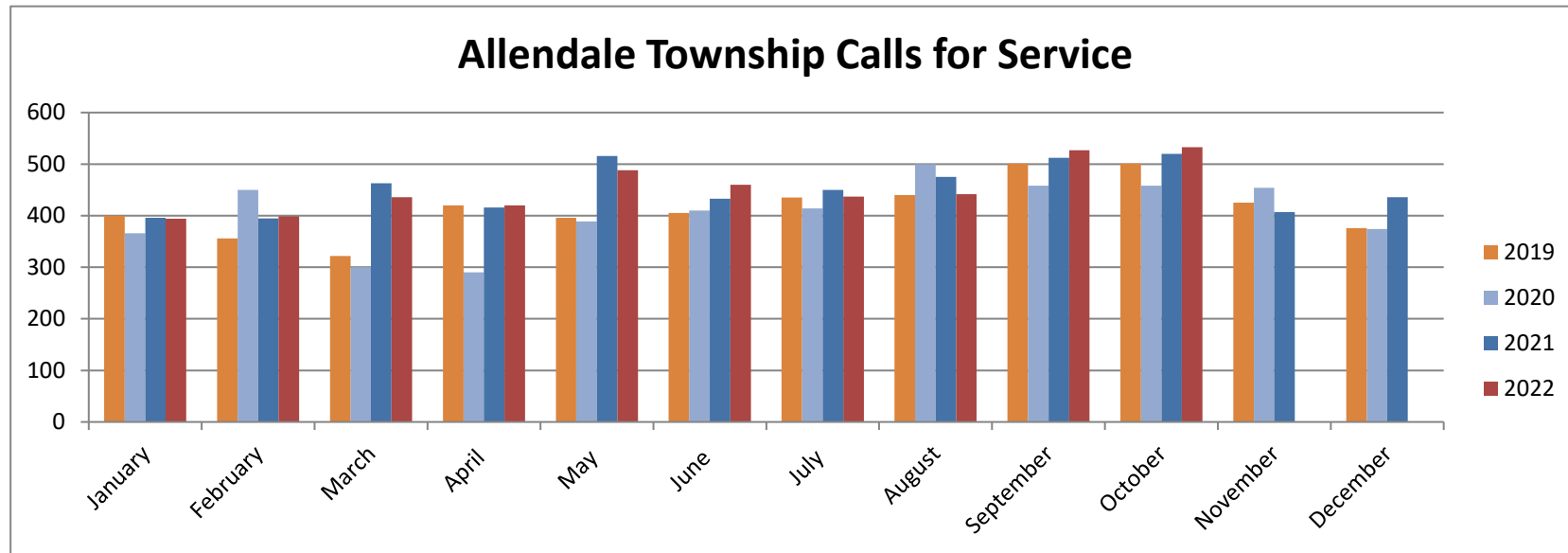
Allendale Township Community Policing

Sergeant Cal Keuning ckeuning@miOttawa.org	Deputy John Ortman jortman@miOttawa.org	Deputy Zachary Martinie zmartinie@miOttawa.org	Deputy Joseph Apolo japolo@miottawa.org
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For emergencies, dial 911. For non-emergencies, dial 1-800-249-0911.

Total Number of Calls

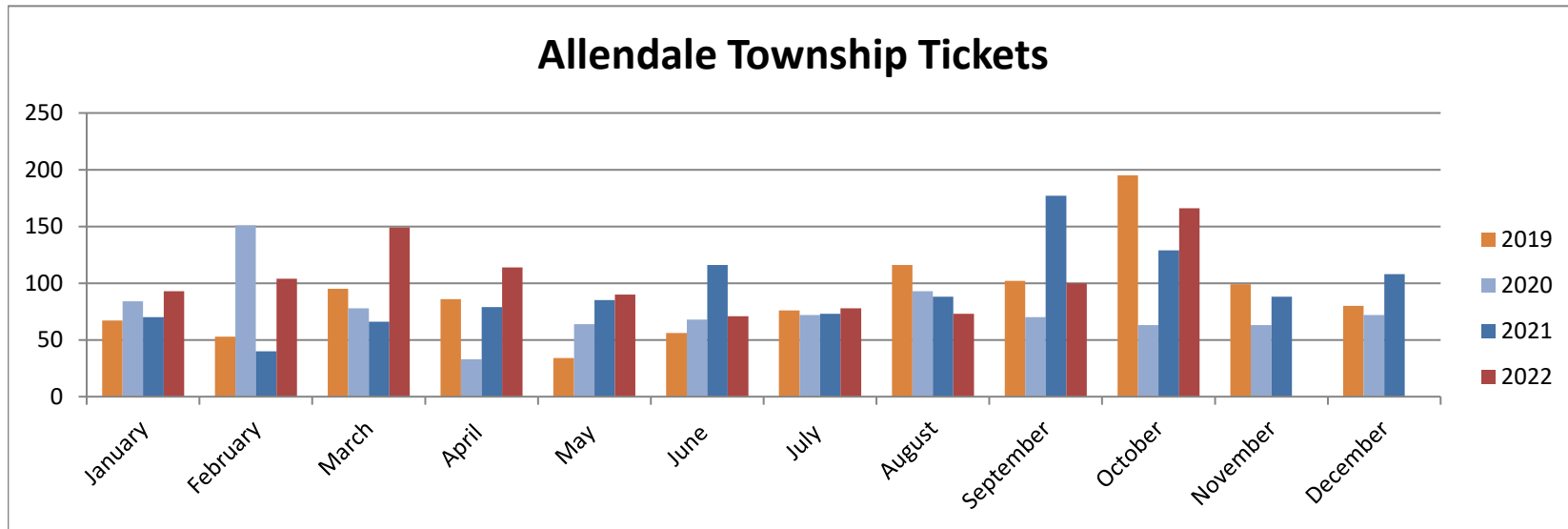
	January	February	March	April	May	June	July	August	September	October	November	December
2019	400	356	322	420	396	405	435	440	501	501	425	376
2020	366	450	300	290	389	410	414	500	458	458	454	374
2021	396	395	463	416	516	433	450	475	512	520	407	436
2022	394	399	436	420	488	460	437	442	527	533		



Total Tickets by Month

	January	February	March	April	May	June	July	August	September	October	November	December
2019	67	53	95	86	34	56	76	116	102	195	99	80

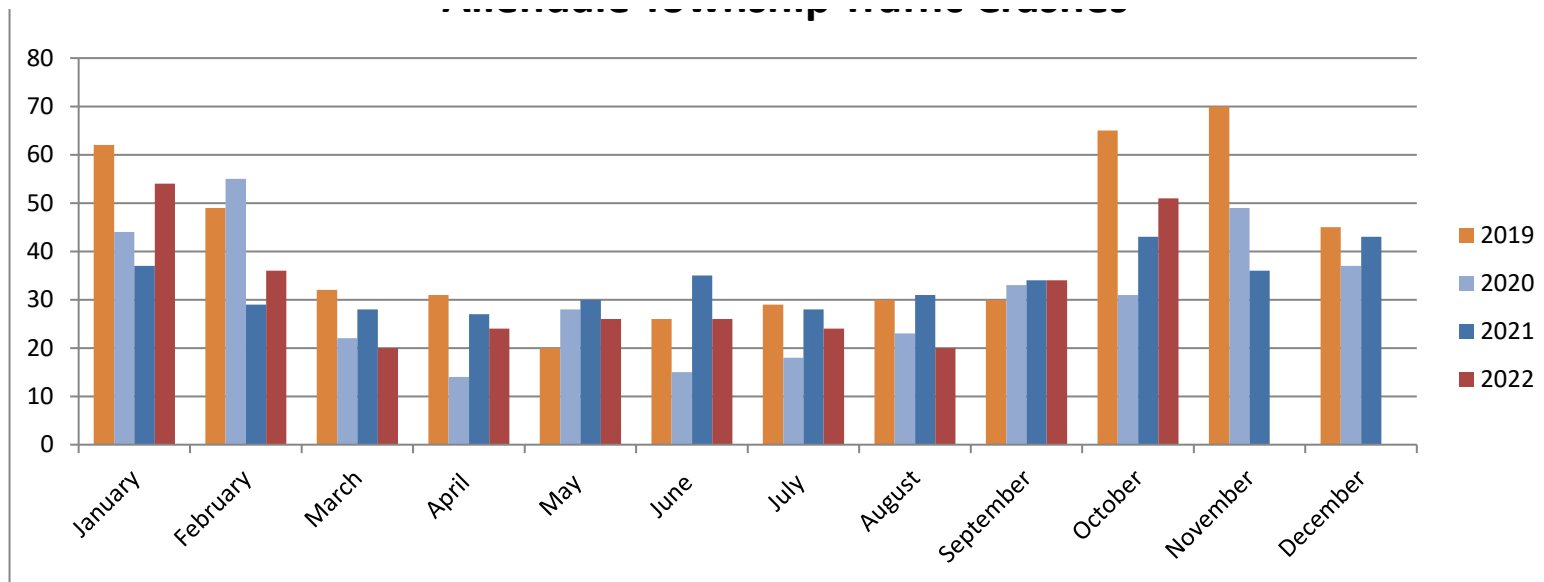
2020	84	151	78	33	64	68	72	93	70	63	63	72
2021	70	40	66	79	85	116	73	88	177	129	88	108
2022	93	104	149	114	90	71	78	73	100	166		



Traffic Crashes

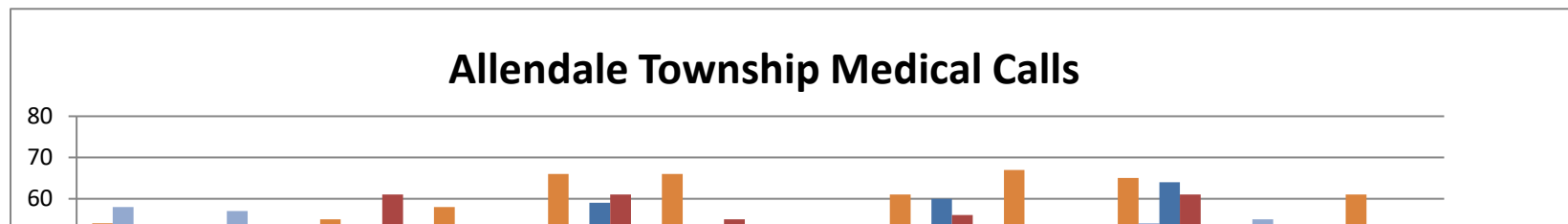
	January	February	March	April	May	June	July	August	September	October	November	December
2019	62	49	32	31	20	26	29	30	30	65	70	45
2020	44	55	22	14	28	15	18	23	33	31	49	37
2021	37	29	28	27	30	35	28	31	34	43	36	43
2022	54	36	20	24	26	26	24	20	34	51		

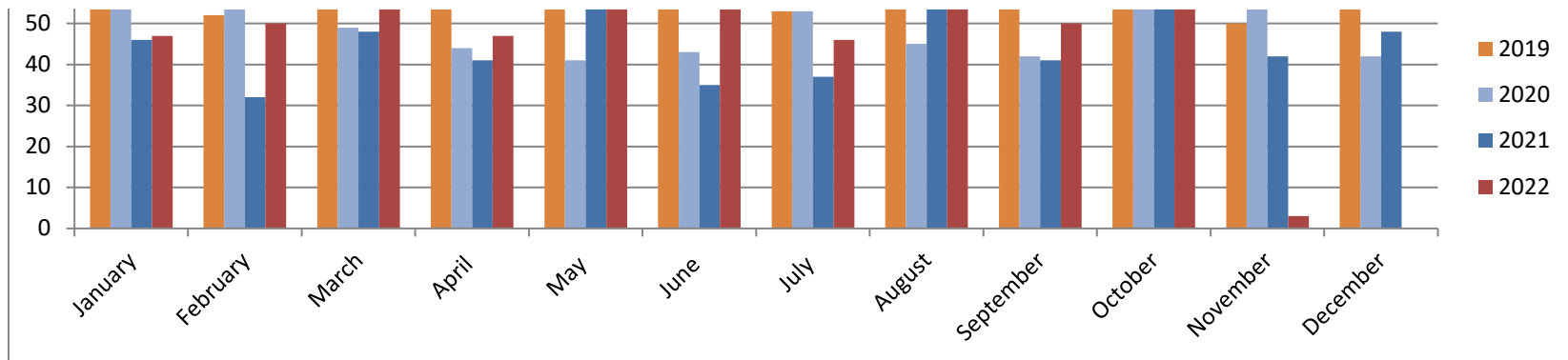
Allendale Township Traffic Crashes



Medical Calls

	January	February	March	April	May	June	July	August	September	October	November	December
2019	54	52	55	58	66	66	53	61	67	65	50	61
2020	58	57	49	44	41	43	53	45	42	54	55	42
2021	46	32	48	41	59	35	37	60	41	64	42	48
2022	47	50	61	47	61	55	46	56	50	61	3	





Calls of Interest 2022

	January	February	March	April	May	June	July	August	September	October	November	December
B & E's	1	3	3	2	4	1	6	3	3	3		
Larcenies	7	19	15	6	7	18	11	15	12	6		
Shoplifting	0	1	0	0	4	1	1	1	2	0		
Mental	7	6	5	15	10	15	9	6	11	15		
Civil	11	11	8	12	5	8	11	14	10	11		
Assaults	5	5	3	5	3	4	4	2	7	9		
Domestic	26	13	17	20	21	25	25	18	27	37		
Animal	8	16	14	18	30	28	24	15	24	15		
Alarms	9	6	7	5	7	8	12	3	8	5		
Traffic	19	33	35	34	40	39	31	31	41	37		
Narcotics	2	0	3	1	0	1	2	3	2	2		
Weapons	0	1	4	7	3	4	2	2	1	3		

Calls of Interest 2021

	January	February	March	April	May	June	July	August	September	October	November	December
B & E's	7	4	1	9	4	1	5	6	5	9	5	2

Larcenies	8	6	6	9	12	8	7	12	18	13	10	12
Shoplifting	0	1	1	1	0	2	0	1	1	0	1	0
Mental	6	2	11	5	9	11	13	12	7	13	11	12
Civil	6	11	8	8	6	12	10	9	9	11	2	8
Assaults	4	6	3	1	3	4	6	2	4	5	2	4
Domestic	28	22	26	15	27	31	23	14	29	23	17	26
Animal	18	18	15	14	10	18	17	19	16	13	9	18
Alarms	4	7	9	8	6	7	10	8	5	13	9	15
Traffic	26	34	38	41	48	37	32	37	35	41	32	45
Narcotics	3	2	3	1	2	8	2	3	6	3	5	1

**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 (Kiekover, 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
101-000.000-445.000	PENALTIES AND INTEREST	1,000
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		5,691,732
TOTAL ESTIMATED REVENUES		5,691,732
APPROPRIATIONS		
Dept 101.000 - Township Board		
101-101.000-702.000	Salaries	18,054
		17,700
	TRUSTEES	
		354
	2% YE ADJ	
	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
		86,994
	TWP SUPERVISOR	
		57,876
	OPERATIONS COORD	
		2,897
	2% YE ADJ	
	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

		2023 REQUESTED BUDGET
GL NUMBER	DESCRIPTION	
APPROPRIATIONS		
Dept 171.000 - Supervisor		
	SEMINARS	
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

		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		

2023
REQUESTED
BUDGET

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
		480
	BSA HR	600
	BSA PAYROLL	3,000
	ANDREWS TECHNOLOGY-NOVATIME	2,304
	BAMBOO	300
	SURVEY MONKEY	2,000
	RECRUITING	
	GL # FOOTNOTE TOTAL:	8,684
101-270.000-955.000	Miscellaneous	1,300
		1,200
	NEW LAPTOP HR (60%)	100
	MISC	
	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
		734,000
	4.6667 DEPUTIES	9,000
	3X LICENSE PLATE READERS	
	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
		107,666
	FIRE CHIEF	69,386
	CAPTAIN	68,796
	LIEUTENANT (1)	31,701
	LIEUTENANT (2)	5,551
	2% YE ADJ	240,000
	ON CALL PAY (\$20K/MONTH)	20,000
	ON CALL LONGEVITY	25,000
	POTENTIAL NEW HIRE	
	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
		1,000
	SEMINARS	1,500
	DUES	5,000
	FIRE FIGHTER TRAINING	6,000
	MEDICAL TRAINING	
	GL # FOOTNOTE TOTAL:	13,500
101-336.000-732.000	SUPPLIES	7,300
		3,000
	FIRE FIGHTING	3,000
	MEDICAL	1,300
	MISC	
	GL # FOOTNOTE TOTAL:	7,300
101-336.000-802.000	Contracted Services	38,900
		4,000
	UNIFORMS	800
	CELL PHONE	

		2023 REQUESTED BUDGET
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

2023
REQUESTED
BUDGET

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

2023
REQUESTED
BUDGET

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

2023
REQUESTED
BUDGET

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		606,613
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

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

Page: 13/26

		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

Page: 14/26

		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

Page: 15/26

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

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

Page: 16/26

		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

Page: 17/26

		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

Page: 18/26

		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

Page: 19/26

		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		

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BUDGET REPORT FOR ALLENDALE CHARTER TOWNSHIP
Fund: 494 Dda Development Fund

Page: 20/26

		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

2023
REQUESTED
BUDGET

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

Page: 25/26

GL NUMBER		DESCRIPTION	2023 REQUESTED BUDGET
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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DB: Allendale

BUDGET REPORT FOR ALLENDALE CHARTER TOWNSHIP
Fund: 811 Road Fund

Page: 26/26

		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		14,983,380
APPROPRIATIONS - ALL FUNDS		14,273,988
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		709,392
BEGINNING FUND BALANCE - ALL FUNDS		
ENDING FUND BALANCE - ALL FUNDS		

Resolution 2022-20

Allendale and Blendon Townships Public Water Supply Contract

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 following resolution was offered by

WHEREAS, certain areas of Blendon Township are experiencing poor groundwater conditions which negatively impact the groundwater supply for on-site water wells; and

WHEREAS, representatives of Blendon Township and Allendale Charter Township have been in discussions concerning the possible extension of the Allendale Charter Township public water system into certain areas of Blendon Township; and

WHEREAS, following several meetings and review by the Townships' attorneys, a proposed "Allendale and Blendon Townships Public Water Supply Contract" draft dated October 13, 2022, has been presented for approval; and

WHEREAS, the contract provides for Allendale Charter Township to make its public water system available to certain areas of Blendon Township on a retail basis, whereby Allendale will be responsible for all aspects of the operation of the system within Blendon Township, and residents of Blendon Township connected to the Allendale water system will be treated as customers of the Allendale water system on the same terms as Allendale Charter Township residents; and

WHEREAS, approval of the contract is in the public interest of Blendon Township.

NOW, THEREFORE, BE IT RESOLVED, by the Township Board of the Charter Township of Allendale, Ottawa County, Michigan as follows:

1. Approval of Contract. The "Allendale and Blendon Townships Public Water Supply Contract" dated October 13, 2022, is hereby approved.

2. Authorization to Sign. Upon approval by the Allendale Charter Township Board, the Township Supervisor and Clerk are hereby authorized and directed to sign the contract on

behalf of Allendale Charter Township, with such minor changes which, in consultation with the Township attorney, do not affect the substantive provisions of the contract.

3. All Resolutions in conflict, in whole or in part, with this Resolution shall be appealed or revoked to the extent of such conflict.

YEAS:

NAYS:

ABSENT:

Resolution declared adopted on

Jody L. Hansen
Allendale Charter Township Clerk

Adam Elenbaas
Allendale Charter Township Supervisor

CERTIFICATION

The undersigned Clerk of Allendale Charter Township hereby certifies that this Resolution was duly adopted by the Allendale Charter Township Board of Trustees at a meeting held on the _____ pursuant to proper notice and compliance with Act No. 267 of the Public Acts of 1976.

Jody L. Hansen
Allendale Charter Township Clerk

Allendale and Blendon Townships

Public Water Supply Contract

This contract, dated as of _____, between ALLENDALE CHARTER TOWNSHIP, a Michigan municipal corporation, whose address is the Township Hall, 6676 Lake Michigan Drive, PO Box 539, Allendale, Michigan 49401, party of the first part, hereinafter referred to as "Allendale," and Blendon Township, a Michigan municipal corporation, whose address is the Township Hall, 7161 72nd Ave, Hudsonville, Michigan 49426, party of the second part, hereinafter referred to as "Blendon".

Recitals:

Allendale owns and operates a municipal water system and Blendon would like to obtain service from the Allendale Water System.

Now, therefore, for and in consideration of the mutual covenants and agreements herein contained, it is agreed by the parties as follows:

1. **Water Service.** Allendale agrees to provide water service to Blendon in accordance with the terms of this Contract for the service area described below.
2. **Water Service Area.** The Water Service Area is included in Exhibit A. The service area can be amended by the parties by mutual agreement. Once service is provided by Allendale, the area served will be an exclusive service area and no other municipal water service may be provided.
3. **Ownership.** Allendale will own all water system infrastructure located in the Blendon Water Service Area and connected to the Allendale Water System.
4. **System Operation and Maintenance.** The System shall be operated and maintained by Allendale in accordance with good utility practice. The phrase "good utility practice" is defined for purposes of this Contract as those practices, methods, and acts, which, in the exercise of reasonable judgment considering the facts at the time a decision is made, can be expected to accomplish the desired result for the lowest reasonable cost consistent with reliability, safety and all applicable laws and governmental rules, regulations and orders. For purposes of this Contract, good utility practice shall include, but not be limited to, any of the practices, methods and acts engaged in or approved by a significant portion of the water supply or wastewater utility industries. Good utility practice is not intended to be limited to the optimum practice, method, or act to the exclusion of all others, but rather to several possible practices, methods, or acts.
5. **Water Rates.** As of the effective date of this Contract, the rates and payment terms for water customers of the System shall be defined in Exhibit B. Such rates and payment terms shall be established on a uniform basis for all customers of the System located in Allendale and Blendon Townships respectively. By appropriate ordinance or resolution adopted by the Allendale Township Board, such rates and payment terms may be amended from time to time. The rates established by Allendale pursuant to this paragraph shall at all times be sufficient in amount so as to provide the funds necessary to properly defray System operation and maintenance expenses as well as all System indebtedness to be paid from rates. Allendale will provide all meter reading

service required to bill water customers of the System. In the event of a defective meter, the same shall be repaired or replaced by Allendale and the cost thereof shall be deemed an expense of the System.

6. **Franchise.** To the extent required by law, this Contract shall be deemed the grant of a revocable franchise by Blendon to Allendale, for Allendale to own, operate, and maintain the System.
7. **Management.** Except as provided in this Contract, Allendale reserves to itself the full discretion to make any and all management decisions pertaining to the operation of the Allendale Water System. All decisions pertaining to the quantity and quality control, including but not being limited to the manner and type of treatment, and type of quantities of additives, if any, to be inserted in the water furnished under this Contract, shall be in compliance with the Safe Drinking Water Act (and any successor or similar statutes and regulations) for the operation of a public water supply system. In addition, Blendon shall adopt such ordinances and resolutions as shall be reasonably necessary for Allendale to own, operate, and maintain the System within the geographical limits of Blendon Township. Such ordinances or resolutions shall fully authorize Allendale officers and employees to enforce this ordinance as enforcement agents for Blendon, and this Agreement constitutes contractual authority for Allendale and its officers and employees to do so.
8. **Customer Connections.** Blendon residents abutting the Allendale Water System and requesting water service will contact Allendale and be required to follow Allendale's policies and procedures for connecting to water. All non-residential customers will require prior approval from Blendon and Allendale, such approval not to be unreasonably withheld, to determine the capacity available, service line and meter sizes, and the appropriate charges.
9. **Billing.** Water customers in Blendon and served by this Contract shall be billed by Allendale thereafter with the same frequency and in the same manner as the water customers within Allendale. Meters will be read for actual reads at minimum every three months. In addition, such bills shall be payable within the same time limits and with the same discounts or penalties for early or late payment as are provided for those water customers located within Allendale's corporate limits. All water customers located within Blendon who are served by water pursuant to this Contract shall be treated as near as possible in the same and identical manner as water customers located within Allendale's corporate limits. Allendale shall consider, review, and conclude all disputes, disagreements, or other complaints concerning water billing or water service in the same manner as it resolves disputes, disagreements, and complaints in connection with its water customers located within its corporate limits.
10. **Delinquent Bills.** If any Blendon customer neglects or refuses to make payment of a water bill, then Allendale shall have the right, after giving such notices and on such basis as would apply to water customers located within its corporate limits, to shut off the Blendon customer's water. Blendon shall place delinquent water system fees and charges against Blendon properties on Blendon property tax bills for the premises served when requested by Allendale and collect them in the same manner as ad valorem property taxes and promptly remit them to Allendale upon

receipt of payment. Allendale shall have the right to impose and collect from Blendon water customers the same costs and charges it imposes on water customers in its own corporate limits for water shut-off or turn-on.

11. **Interruption and Insufficient Supply.** Allendale does not guarantee continuous service during breakdown or other emergencies, nor warrant against any interruption in service arising out of such breakdown or other emergency. If necessary to meet Allendale's needs and its contractual obligation to other parties, water supply may, at the option of Allendale, be restricted in the same manner that customers inside Allendale's corporate limits are restricted.
12. **Fire Hydrants.** Allendale and Blendon shall each have the right to use and utilize all fire hydrants located on System water mains for fires or other emergencies, whether such fire or other emergency shall be located within or outside the System service area. All such fire hydrants shall be repaired, maintained, and replaced, as necessary, by Allendale. The cost thereof shall be part of the operating expenses of the System. Any other requests to use fire hydrants, if allowed, will be made to Allendale, and will follow Allendale's current policies and procedures for the use of fire hydrants.
13. **System Extensions.** To the extent the Allendale Water System has capacity, the Allendale Water System may be extended in the Blendon service area. The procedures for extending water service are described below.
 - a) **Third Party Extensions.** A third party may construct an extension of the Allendale Water System, at its expense to an area approved by Blendon. The extension will not be constructed without the review and approval of Allendale as to capacity and ability to provide service, such approval to not be withheld arbitrarily. Upon satisfactory completion and approval by Allendale, the extension shall be dedicated to Allendale.
 - b) **Special Assessment Districts.** If Blendon residents located within the service area petition Blendon for water service, Blendon will provide the petition to Allendale if Blendon intends to proceed with Special Assessment proceedings. Allendale will review the petition and determine if capacity is available and the general system requirements, such as pipe size and water main looping, and provide Blendon with preliminary approval. The preliminary approval will include a cost estimate from Allendale's engineer. Blendon can then proceed with completing the special assessment district and upon successful completion, provide notice to Allendale. Allendale and Blendon will mutually agree on the method for financing, and other necessary arrangements for the project. Allendale will then proceed with authorizing the design and construction of the project.
 - c) **System Funded Extensions.** Revenue from the Allendale Water System could be used to fund some or all the costs for a water main extension. Allendale will determine if any System funding is appropriate and the amount of such funding. Blendon shall have the right to review the plans for a system funded extension and determine if it meets the Blendon master plan. Blendon shall have the opportunity to request changes to the

extension project and funding decisions. Allendale shall consider the Blendon requests and provide a response within 30 days.

d) **Blendon Approval.** Provided, however, that in recognition that Blendon has zoning and land use jurisdiction over the service area, no extension shall be made without the approval of Blendon. Fillmore Street, being a boundary street, does not require prior approval of Blendon.

e) **Allendale Approval.** All water distribution facilities and appurtenances within Blendon which are connected to Allendale Water System shall be constructed in accordance with applicable requirements of the Safe Drinking Water Act and in accordance with the same construction standards established by Allendale for the construction of water distribution facilities within Allendale. Those standards may from time to time be amended by Allendale utilizing good engineering practices. Blendon shall have the right to review all construction plans for general conformance with its master plan. Allendale must approve plans and specifications for any new water mains prior to the commencement of construction and installation, which approval or disapproval shall not be unreasonably withheld or delayed more than thirty (30) days from the date on which proper documentation (plans and specifications and such other information and documentation as shall be reasonably necessary) is submitted to Allendale. Any denial of the approval by Allendale of plans and specifications must be based on good engineering practices and design and the reason(s) for such denial shall be stated in writing to Blendon. Record drawings, in electronic format and/or other format as may be requested by Blendon, shall be submitted by Allendale to Blendon for its records within ninety (90) days after the final completion of any water mains. Construction pressure and bacterial tests meeting the same standards Allendale uses for its own water distribution system must be witnessed and approved by Allendale prior to any connection to the water system. New construction flushing shall be observed by Allendale personnel. Allendale service personnel shall inspect the tapping of all distribution mains. In the event Allendale shall implement a charge for the services described above, in whole or in part, for its retail service customers such charge(s) shall be billed to Blendon customers in the same manner as other retail service customers are billed within the Allendale Water System.

14. **Access.** Blendon agrees to the use and occupancy of streets, rights-of-way, and highways located within Blendon for the purpose of constructing, operating, maintaining, and/or replacing therein, the existing or future water mains connected to the Allendale Water System.

15. **Dispute Resolution.** Any dispute, interpretation, or breach arising out of this Contract, shall, upon mutual agreement, be submitted to arbitration. A judgment rendered pursuant to arbitration shall be specifically enforceable in the Ottawa County Circuit Court or any court of appropriate jurisdiction. In the event the parties fail to agree to arbitrate, the Ottawa County Circuit Court shall be the forum of exclusive jurisdiction. The parties may agree upon one arbitrator; otherwise, there shall be three (3) One arbitrator will be named in writing by Allendale, and one arbitrator

will be named by Blendon within thirty (30) days after notice of arbitration is served by either party upon the other. And a third arbitrator will be selected by these two (2) arbitrators within thirty (30) days thereafter. Any arbitrator selected by Allendale or Blendon shall have experience or training in the type of controversy or dispute between the parties. No one shall serve as an arbitrator who is in any manner, directly or indirectly financially interested in this Contract or in the affairs of Allendale or Blendon. The arbitration proceedings to be conducted by the arbitrator(s) shall be as mutually agreed by the parties, or, absent an agreement, shall be regulated in accordance with the rules of the American Arbitration Association, or such successor association during the term of the Contract.

16. **Term.** The term of this Contract is 30 years from the date described on page one of this agreement. Thereafter it shall be automatically renewed for successive periods of 5 additional years unless either party gives notice of nonrenewal not less than 24 months before the termination of the initial or any renewed period. This Contract may not be amended except by written agreement properly signed by the Parties.

17. **Force Majeure.** Allendale shall not be in default by reason of any failure or delay in the performance of any obligation under this Contract where such failure or delay arises out of any cause, act, or event beyond the reasonable control of Allendale. Such causes, acts, or events shall include, without limitation, acts of God, landslides, sinkholes, lightning, hurricanes, earthquakes, fires, explosions floods, acts of public enemies or terrorism, wars, blockades, insurrections, riots or civil disturbances, labor disputes, strikes, work-downs, or work stoppages orders, writs, decrees, or judgments of any federal, state, or local court administrative agency or governmental body, so long as not the result of wanton or willful action or inaction of Allendale; provided, however, Allendale shall contest in good faith, such order or judgment, and such contest shall not constitute or construe to constitute a wanton or willful act or inaction of Allendale; suspension termination, interruption, denial, or failure to renew any permit, license, consent authorization, or approval necessary to the operation, maintenance or management of the Allendale Water System as long as such event or act is not the result of wanton or willful action of Allendale; adoption of or change, after the execution of this Contract, in the federal, state, or local laws, rules regulations, ordinances, provisions, or licenses, or changes in the interpretation of such laws, rules, regulations, ordinances, permits, or licenses by a court or public agency having jurisdiction; failure of any subcontractor or any supplier to furnish labor, services, materials, or equipment in accordance with its contractual obligations; or a defect in manufactured components for the production or supply of water. Upon the occurrence of such event of Force Majeure, Allendale shall use its best efforts to remedy and correct the interruption or delay of service.

Blendon shall not be in default by reason of any failure or delay in the performance of any obligation under this Contract where such failure or delay arises out of any cause, act, or event beyond the reasonable control of Blendon. Such causes, acts, or events shall include, without limitation, acts of God, landslides, sinkholes, lightning, hurricanes, earthquakes, fires explosions,

floods, acts of public enemies or terrorism, wars, blockades insurrections, riots, or civil disturbances, labor disputes, strikes, work-downs, or work stoppages, orders, writs, decrees, or judgments of any federal, state, or local court, administrative agency or governmental body, so long as not the result of wanton or willful action or inaction of Blendon; provided, however, Blendon shall contest, in good faith, such order or judgment, and such contest shall not constitute or construe to constitute a wanton or willful act or inaction of Blendon; suspension, termination, interruption, denial, or failure to renew any permit, license, consent, authorization, or approval necessary to the operation, maintenance, or management of the Allendale Water Distribution System as long as such event or act is not the result of wanton or willful action of Blendon; adoption of or change, after the execution of this Contract, in the federal, state, or local laws, rules, regulations, ordinances, provisions, or licenses , or changes in the interpretation of such laws, rules, regulations, ordinances, permits, or licenses by a court or public agency having jurisdiction; failure of any subcontractor or any supplier to furnish labor, services, materials or equipment in accordance with its contractual obligations; or a defect in manufactured components for the production or supply of water. Upon the occurrence of such event of Force Majeure, Blendon shall use its best efforts to remedy and correct the interruption or delay of service.

18. **Indemnification.** Allendale agrees to defend, save, indemnify, and hold harmless Blendon and its boards, officers, employees, and agents (the "Indemnified Party") from any claims, actions, or liabilities, known or unknown, arising out of or connected with its construction, operation, or management of the Allendale Water System, including reasonable costs and attorney's fees incurred by Blendon in connection with the defense of such claims, actions, or liabilities. If such claim action, or liability arises in whole or in part on account of the acts or omissions of Blendon then Allendale's indemnification obligation with respect to Blendon shall be reduced in proportion to its's percentage of responsibility. Nothing in this paragraph shall be deemed to waive any defense or counterclaim, which Allendale may have to such claim, action, or liability to a third party. Allendale shall have the option to settle any such claim action, or liability on such terms as it shall determine. Allendale shall not be responsible for the indemnification obligations set forth above with respect to Blendon to the extent that Blendon has waived a defense which was known by Blendon, and that was otherwise available to it by law. The obligation to defend and indemnify Blendon shall not apply to claims that would be barred by governmental or statutory immunity if brought directly against Allendale.
19. **Insurance.** Allendale shall maintain or cause to be maintained comprehensive general liability insurance covering the use and operation of its water system. Such insurance may be provided by one or more insurance policies. All such policies of insurance shall be payable on an occurrence basis and shall initially be in the amount of \$1,000,000 per occurrence and \$1,000,000 in the aggregate for bodily injury or death. In addition, Allendale, respectively, shall maintain or cause to be maintained an umbrella or excess liability coverage for \$5,000,000. Such insurance shall not have a deductible in excess of \$100,000.00 per occurrence unless approved in writing in advance by both parties. In addition, Allendale shall maintain workers disability insurance coverage, in such form and with such limits as may be required by Michigan law, with respect to all of its personnel and all other persons working on or in connection with their water system throughout the term

of this Contract. All policies of insurance shall be written by insurance companies in good standing and authorized to do business in the State of Michigan. The insurance shall provide further that it shall not be cancelled, terminated, or materially modified except upon not less than thirty (30) days prior written notice to Blendon. Allendale shall, upon request of Blendon, furnish written proof of such insurance coverage which may be provided by certificate satisfactory to the other party or, at Blendon's option, a certified copy of the insurance policy itself. Allendale shall require their respective insurance carrier, with respect to all insurance policies, to waive all rights of subrogation against Blendon, its directors, officers, agents and employees. Nothing contained herein shall limit the right of Allendale to continue, implement, or establish a separate of pooled self-insurance program that is in compliance with the terms of this paragraph.

20. **Default.** In the event of a default, the non-defaulting party shall notify the other party in writing of the nature of the breach, and the party's intent to terminate the Contract. If the default occurs and remains uncured by the defaulting party for thirty (30) days after the other party has given a notice of default, the non-defaulting party shall have the right to terminate this Contract and bring proceedings to recover damages that flow from the defaulting party's breach of this Contract, and subject to the limitations contained herein. The right to terminate and seek damages shall be cumulative and in addition to any and all rights and remedies available to the parties, including specific performance and other equitable relief. Events of default shall include, without limitation:

- a) Blendon fails to pay any fee or amount required to be paid pursuant to this Agreement;
- b) Either party fails to comply with any other material terms and material conditions of this Agreement; or
- c) Either party ceases conducting business in the normal course, admits its insolvency, makes an assignment for the benefit of creditors, or becomes a party to any judicial or administrative proceeding in bankruptcy, receivership, or reorganization.

21. **Miscellaneous.**

- a) This Contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns. This Contract shall not be deemed to inure to the benefit of anyone other than the parties including, but not limited to, the owner or party in interest in any land located within the Service Area or Blendon Township.
- b) Unless otherwise specifically provided, all notices and other documents to be served or transmitted hereunder shall be in writing and addressed to the respective parties hereto at the addresses stated on page 1 of this Agreement or such other address or addresses as shall be specified by the parties hereto from time to time and may be served or transmitted in person or by certified mail properly addressed with return receipt requested and sufficient postage. If Notice is given to Allendale, notice shall be provided to the attention of the

Supervisor. If Notice is given to Blendon, notice shall be provided to the attention of the Supervisor.

- c) This Contract may not be amended except by a written agreement properly signed by Allendale and Blendon.
- d) This Contract is the complete agreement between the parties and supersedes all prior agreements on the subject matter hereof.

Witnessed by:

Allendale Charter Township

By: _____
Its Supervisor

By: _____
Its Clerk

Witnessed by:

Blendon Township

By: _____
Its Supervisor

By: _____
Its Clerk

Exhibit A

Water Service Area Map

Water service area description: Sections 1, 2, 3, 4, 5 and 6, Town 6 North, Range 14 West of Blendon Township, Ottawa County, Michigan. This service area is South of Fillmore Street, West of 48th Avenue, North of Taylor Street and East of 96th Avenue.

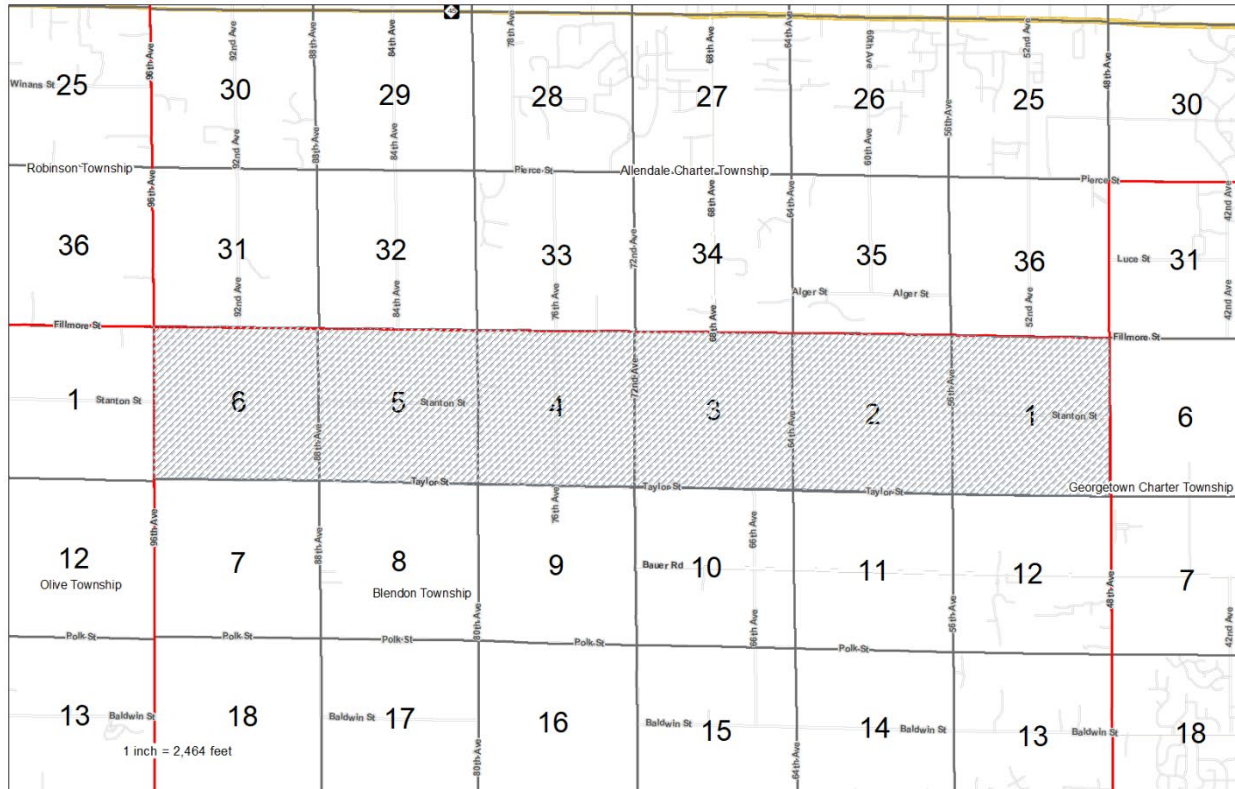


Exhibit B

Initial Rates and Charges for 2022

Connection Fees

Meter Size	Connection Fee
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

User Fees

Commodity rate: \$3.77 / 1000 gallons

Meter Size	Quarterly Customer Charge
5/8"	\$ 16
3/4"	\$ 24
1"	\$ 40
1-1/2"	\$ 80
2"	\$ 118
3"	\$ 181
4"	\$ 282
6"	\$ 360
8"	\$ 450

Resolution 2022-21

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 following resolution was offered by

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.

YEAS:

NAYS:

ABSENT:

Resolution declared adopted on

Jody L. Hansen
Allendale Charter Township Clerk

Adam Elenbaas
Allendale Charter Township Supervisor

CERTIFICATION

The undersigned Clerk of Allendale Charter Township hereby certifies that this Resolution was duly adopted by the Allendale Charter Township Board of Trustees at a meeting held on the _____ pursuant to proper notice and compliance with Act No. 267 of the Public Acts of 1976.

Jody L. Hansen
Allendale Charter Township Clerk

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 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

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

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

Executive Summary	Page
Introduction	
Water Department	1
Utility Revenue Requirements	2
Financial Targets	3
Proposed Rate Track	7
Significant Assumptions	8
Water Department Findings	9
Appendix – Proposed Rate Design and Impacts	<i>i</i>



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:

- A. 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.
- B. 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
- C. 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%

Resolution 2022-22

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 following resolution was offered by

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.

YEAS:

NAYS:

ABSENT:

Resolution declared adopted on

Jody L. Hansen
Allendale Charter Township Clerk

Adam Elenbaas
Allendale Charter Township Supervisor

CERTIFICATION

The undersigned Clerk of Allendale Charter Township hereby certifies that this Resolution was duly adopted by the Allendale Charter Township Board of Trustees at a meeting held on the _____ pursuant to proper notice and compliance with Act No. 267 of the Public Acts of 1976.

Jody L. Hansen
Allendale Charter Township Clerk

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



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

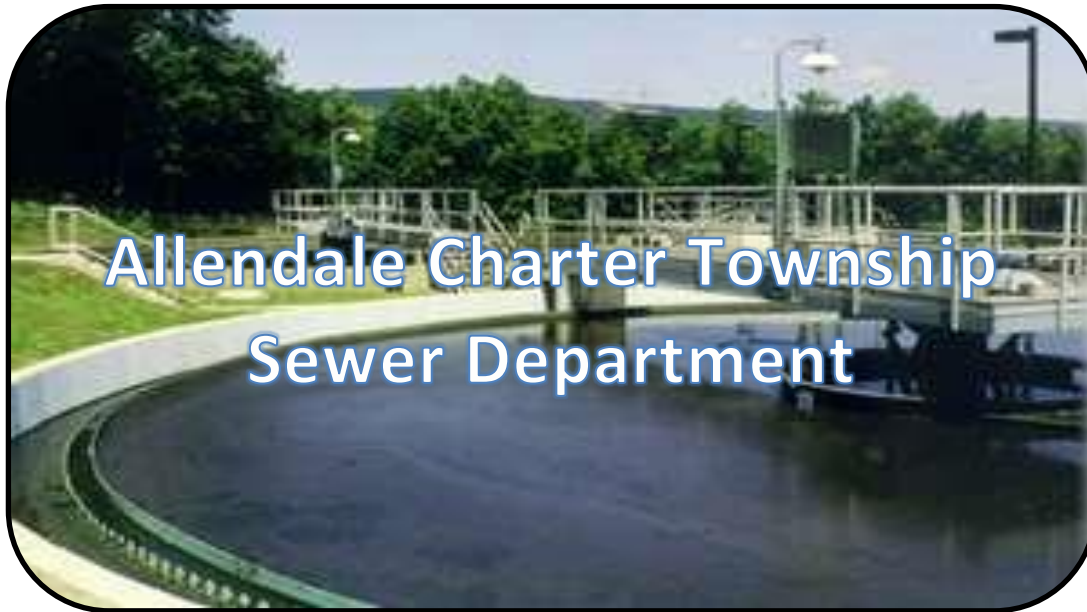
This report is intended for information and use by management and the Board of Directors for purposes stated above and is not intended to be used by anyone except the specified parties.

Sincerely,

Dawn Lund

Utility Financial Solutions, LLC
Dawn Lund, Vice-President

Executive Summary	Page
Introduction	
Sewer Operation	
Utility Revenue Requirements	1
Financial Targets	2
Proposed Rate Track	6
Significant Assumptions	7
Sewer Department Findings	8
Appendix – Proposed Rate Design and Impacts	<i>i</i>



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			
		Total Current Customer Charge	Total Proposed Customer Charge
	Meter Size		
	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

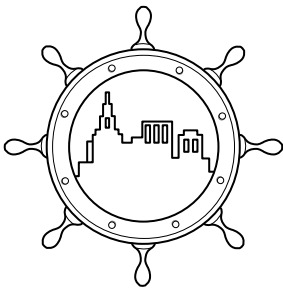
Impacts 2023 by Meter Size – 17.9% Rate Increase

<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%



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MEMORANDUM

To: Allendale Charter Township Board of Trustees
From: Gregory L. Ransford, MPA
Date: November 10, 2022
Re: Pearline Estates – Tentative Preliminary Plat

Pursuant to the Allendale Charter Township Subdivision Ordinance (ACTSO) and the State of Michigan Land Division Act, the Planning Commission recommended approval of the Tentative Preliminary Plat for Pearline Estates, which is located west of 56th Avenue, south of Lake Michigan Drive with proposed street connections to Horizon Lane and Melanie Drive. The property is located within the Low Density One-Family Residential Zoning District.

Below is a synopsis of the application, the action provided by the Planning Commission, and the responsibility of the Allendale Charter Township Board of Trustees. In addition, pursuant to Section 3.2.2c of the ACTSO, attached is the Pearline Estates Tentative Preliminary Plat Report containing the recommendation of the Planning Commission.

Application

Street Trees

As you are aware, you recently adopted an amendment to the ACTSO to require evidence of approval from the Ottawa County Road Commission (OCRC) for the placement of street trees. As you will note within the attached submission, the applicant has identified several trees at each corner of the proposed development that cannot be planted pursuant to the OCRC requirements. The Planning Commission was comfortable with this proposal.

Planning Commission Action

Public Hearing

In accordance with Section 71 of the Michigan Planning Enabling Act, the Planning Commission held a public hearing on the tentative preliminary plat. Five members of the public provided comment concerning the existing woods, potential gaps in sidewalk, access to 56th Avenue, construction traffic, and the existing ditch. All concerns were generally resolved during the meeting.

Recommendation

The Planning Commission recommended approval of the request by a vote of 5-1 with one member absent. The approval was conditioned on staff reviews and outside agency permits, as outlined within the aforementioned Report of the Planning Commission.

Board of Trustees Responsibility

Pursuant to Section 3.2.2d of the ACTSO, the Allendale Charter Township Board of Trustees shall tentatively approve and note its approval on the copy of the preliminary plat to be returned to the applicant or set forth its reasons for denial in writing and the requirements that must be met for tentative preliminary plat approval. Given that the Planning Commission determined the applicant met the requirements of the ACTSO with conditions, in the event

the Board of Trustees provides approval of the project, approval confers upon the applicant approval of lot sizes, lot orientation, and street layout for a period of one (1) year.

Subsequently, the applicant shall return for final preliminary plat approval to the Board of Trustees and provide evidence of approval from all relevant authorities (Ottawa County Road Commission, Ottawa County Water Resources Commissioner, Ottawa County Plat Board, Michigan Department of Environmental Quality (when applicable) and etcetera at the time of submission.

No public hearing is required before the Board of Trustees. If you have any questions, please let us know.

GLR
Planner

Attachments

PEARLINE ESTATES TENTATIVE PRELIMINARY PLAT REPORT of the PLANNING COMMISSION of ALLENDALE CHARTER TOWNSHIP

Pursuant to Section 3.2.2C of the Allendale Charter Township Subdivision Ordinance

EXECUTIVE SUMMARY

On June 27, 2016, Allendale Charter Township adopted the Subdivision Ordinance for Allendale Township, Ottawa County, Michigan. The purpose of this Ordinance is to regulate the subdivision of land within the Township in order to promote the public health, safety and general welfare; to require and regulate the preparation and presentation of preliminary and final plats; to establish minimum plat requirements; to require minimum improvements to be made or guaranteed by the subdivider and; to provide a procedure to be followed by the Allendale Charter Township Board and the Allendale Charter Township Planning Commission to regulate preliminary and final plats.

SECTION 3.2.2C – PRELIMINARY PLAT

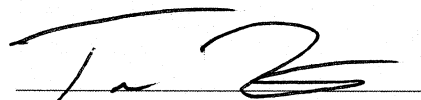
The Planning Commission shall review the preliminary plat and provide its report and recommendation to the Township Board not more than sixty (60) days from the date of filing of the preliminary plat.

RECOMMENDATION

On behalf of the Allendale Charter Township Planning Commission, the following summary as well as the attached November 7, 2022 regular meeting minutes have been provided as our recommendation.

1. Review was conducted by the Township Engineer and should be conditioned as outlined in his letter dated August 5, 2022, and his email dated September 30, 2022.
2. Review was conducted by the Township Superintendent of Public Works and his comments are included as part of the Township Engineer's review.
3. Review was conducted by the Township Fire Department and completed without concerns.
4. Review was conducted by the Township Planner and completed without concerns.
5. Review was provided by the Township Attorney regarding the Master Deed and Covenants without concerns.
6. All agency permits shall be provided in accordance with the Allendale Charter Township Subdivision Ordinance, including but not limited to, the Michigan Department of Environment, Great Lakes, and Energy, the Ottawa County Road Commission, and the Ottawa County Water Resources Commissioner.

A recommendation of approval was provided by Adams, seconded by Zeinstra, and carried 5-1 with Nada opposed and one member absent.



Tom Zuniga, Secretary
Planning Commission
Allendale Charter Township