

PROPOSED AGENDA

**CHARTER TOWNSHIP OF BRIGHTON
BOARD OF TRUSTEES
4363 BUNO ROAD
BRIGHTON, MI 48114**

**MARCH 18, 2019
REGULAR MEETING
6:30 P.M.
(810) 229.0560**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL
- D. CALL TO THE PUBLIC
- E. CONSENT AGENDA
 - 1. Approval of Agenda
 - 2. Approval of Minutes
 - a. February 25, 2019 Regular Meeting Minutes
 - 3. Bills
 - a. March 18, 2019
 - 4. Meeting Rescheduling – Master Plan Kick-Off
- F. BUSINESS
 - 1. PUBLIC HEARING AND ADOPTION OF RESOLUTION CONFIRMING THE ASSESSMENT ROLL – School Lake Aquatic Special Assessment District No. S-I-02-2019
 - 2. PUBLIC HEARING – FY' 2019-20 Budget
 - 3. ADOPTION OF RESOLUTION – FY' 2019-20 General Appropriations
 - 4. ADOPTION OF RESOLUTIONS FOR WAGES / SALARIES – FY' 2019-20
 - a. Supervisor
 - b. Clerk
 - c. Treasurer
 - d. Trustees
 - e. Manager
 - 5. ADOPTION OF BUDGET AMENDMENT # 9, FY' 2018-19 – Year End Adjustments
 - 6. FIRST READING – Proposed Zoning Ordinance Language Amendments, Article 2, Section 2-06, Prohibition of Recreational Marihuana Establishments
 - 7. TRANSFER OF OWNERSHIP OF SDD LICENSE AND SUNDAY SALES (PM) PERMIT AND NEW GAS PUMPS – Exxon/BP
 - 8. ACCEPTANCE OF PROPOSAL FOR DUST CONTROL – Chloride Solutions, LLC
- G. REPORTS AND CORRESPONDENCE
 - REPORTS
 - 1. COMMITTEE LIAISONS AND BOARD MEMBERS
 - a. Zoning Board of Appeals Regular Meeting Minutes – January 23, 2019
 - b. Planning Commission Regular Meeting Minutes – January 14, 2019
 - c. Election Commission Meeting Minutes – October 15, 2018
 - 2. DEPARTMENTS
 - a. Infrastructure Alternatives, Inc. Monthly Operating Report – February 2019
 - 3. MANAGER
- CORRESPONDENCE
None
- H. CALL TO THE PUBLIC
- I. ADJOURNMENT

Board Packets are available on our website: www.brightontwp.com. The Charter Township of Brighton will provide necessary reasonable auxiliary aids and services such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting. Individuals should contact the Charter Township of Brighton by writing or contacting: Township Manager, 4363 Buno Road, Brighton, Michigan 48114. Telephone: (810) 229.0550.

Name Mike Palmer 3/18/19
Address 10382 Grand River B.T.B.T.
Brighton Mi 48116
Phone 810 227/6286

Has Brighton Business Park requested under Ordinance 255 Sec. 22-18 of the Sewer Ord. A,B,C, Deferral of Special Assessment charges and waiver of user charges and debt service charges ? Financial Hardship, and conditions for Deferment ? Is the Township currently negotiating a claim of Poverty by Brighton Business Park regarding Master Deed language compelling hook up to the Sewer ?

Clerk:

Provide copy
To All Board

Respond in writing to address above.

Name Mike Palmer 3/18/19
Address 10382 Grand River B.T.B.T.
Brighton Mi 48116

Ordinance 255. Sec. 22-07 (a)
In accordance with Sec. 22-07 (a) 1-3 Why has the Twp. failed to compel BBP to hook up to the Sewer ? The Ord. is specific, and more importantly Kensington Valley Ice house only built a Septic 50% less than what was required with an additional addition added, (see attachment). Also see notification attached they were part of the District. 90 days have passed and they are not paying any quarterly sewer user charges for non-conformance. Legal action is required.

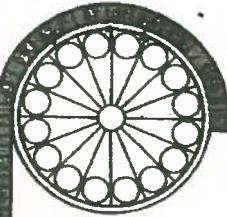
respond in writing to address above

Name Mike Palmer 3/18/19
Address 10382 Grand River B.T.B.T.
Brighton Mi 48116
Phone 810 227-6286

How is a Special Assessment District (SAD) established under the Statute P.A. 188 when creating the District ? (A) all those who benefit ? or (B) Circulator/Petitioners ?

Respond in writing to address above.

These comment sheets will be given to the board for review.



TOWNSHIP OF BRIGHTON

4363 BUNO ROAD • BRIGHTON, MICHIGAN 48114-9298

GENERAL OFFICES
229-0550
FAX 229-1778

SUPERVISOR
ANDREW F. WARDACH
229-0559

CLERK
CHRISTOPHER WARD
229-0561

TREASURER
MARGARET E. WENZEL
CMFA
229-0557

TRUSTEES
GERI HARMON
C. GUS MITSOPoulos
JOHN C. ROGERS
J. MICHAEL SLATON

TOWNSHIP MANAGER
DARRELL A. FECHO
229-0555

January 4, 2000

Livingston County Health Department
2300 East Grand River
Howell MI 48843

RECEIVED

JAN 07 2000

LIV. CTY. HEALTH DEPT.

To whom it may concern:

Brighton Township is proceeding with the design of a Wastewater Treatment Plant (WWTP). The property located at 10540 Citation Drive, Tax ID number 12-33-300-022 is currently included in a special assessment district to participate in the new sewer system. The construction of the system will be bonded through the Livingston County Drain Commissioner. Bids are scheduled to be submitted in the Spring of 2000. The project's time table projects completion in October, 2001.

Thank you.

Sincerely,

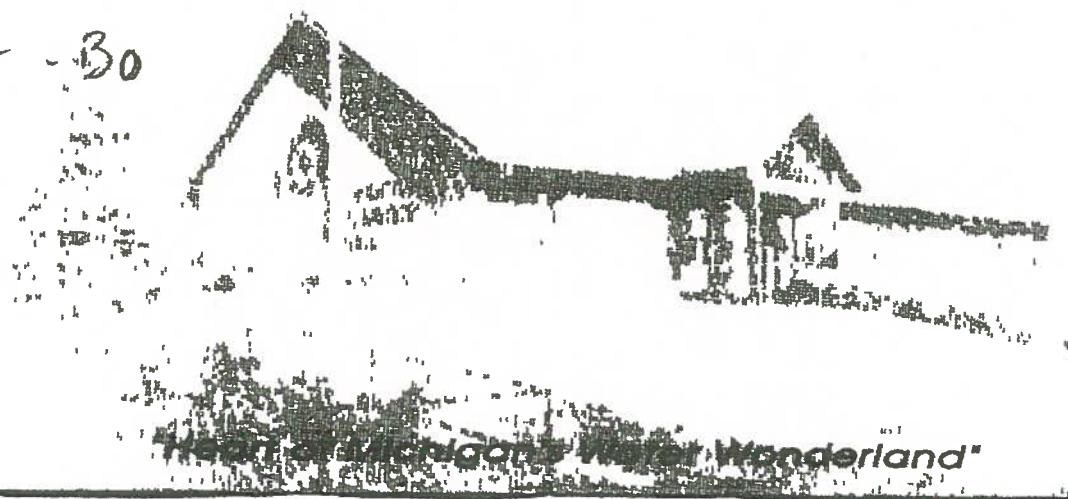
Darrell Fecho
Township Manager

B.B.P.

DF/dk

Permit #99-1531 cn

Att - 30





January 28, 2000

Livingston County Health Department
Attn Mr Beau Forgette
2300 E Grand River
Howell, MI 48843

***RE: Kensington Valley Ice Arena, Advantage Job #99058
Citation Dr., Brighton Township, Section 33***

Dear Mr Forgette

This is to certify that the septic system at the above referenced location was installed in compliance with all local codes and regulations. The septic system was installed in accordance with the plans prepared by Advantage Civil Engineering, Inc., job #99058, with the following exceptions

→

- 1 The system was reduced in size by $\frac{1}{2}$. The northern half of the system was installed A 64' x 43' (2750sqft) was installed.
- 2 The Hydrotek valve was eliminated
- 3 The laterals were changed to 4" dia PVC and the system was installed as a "pump-to-gravity" system and is NOT pressurized
- 4 The flushing valves and observation ports were eliminated

→ These changes were made as a result of Brighton Township's commitment to provide sanitary sewer to this site in the near future (1-2 years). All changes were previously discussed with you at the time of construction

A cut-down and final inspection were conducted by Advantage Civil Engineering were found to be acceptable

Also please note that there is no storm sewer within 50' of the septic field and the storm sewer was constructed using premium joint materials throughout

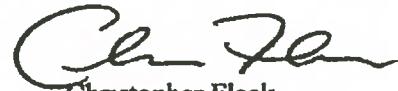
Please feel free to contact our office should you have any questions regarding this matter

Sincerely,

ADVANTAGE CIVIL ENGINEERING, INC


Patrick C. Keough, P E
President

(99058)
CMF/cmt
Lchdcert doc


Christopher Fleck
Project Engineer

Clerk

From: Potocki Bob <bp@potockitransport.us>
Sent: Monday, March 18, 2019 5:14 PM
To: Clerk
Cc: Supervisor; Treasurer; Trustee Lucille; Trustee Mike; Trustee Steve; Trustee Theis
Subject: March 18 2019 - Statement Public Hearing - Township Budget

March 18 2019 - Statement Public Hearing - Township Budget

Monday, March 18, 2019
4:23 PM

These comments and recommendations are being submitted in written form because of conflicts with two other public activities, viz:

1. Livingston County Utilities Committee 7:30pm and
2. Head Judge Cavanaugh presentation 6:30pm.

Please provide the information attached to the Board for their consideration.

Bob Potocki
8420 Woodland Shore Drive
Brighton, MI 48114
248-446-9514
Retiree-Vet-Taxpayer

Comments: Brighton Township Budget Proposal Hearing March 18, 2019

Brighton Township was created by the Northwest Ordinance of 1787. Officials claim it is now an arm of State Government as determined by the State Legislature.

At no time have the voters of Brighton Township authorized Home Rule Powers to the Township Board.

These comments assert that the Board has exceeded its budget authority from at least 1995.

Item 1. Elected Official Wage Increases.

The board is not following the process described in Michigan Law and as thoroughly discussed at similar budget hearings in 2016. (attached)

STATE LAW APPLIES TO TOWNSHIP.

Follow the law.

Item 2. Repeal \$10 per quarter Sewer Increase for Township defense of Sewer Lawsuit.

In 2016 sewer users were forced into filing a class action lawsuit attempting to protect themselves against abusive activity by the board. Despite the ending of the lawsuit and requests for elimination of the unsupported tax, the Tax continues in this budget.

TAXES FORCED ON USERS TO DEFEND THEIR CLAIM OF ABUSE ARE UNLAWFUL TAKINGS.

Discontinue the tax and refund the monies collected.

Item 3. SAD ADMINISTRATION fails to follow state law.

The township is required to administer SADS according to STATE LAW ACT 188. It has failed the basic tasks of recordkeeping and collections. The three SADS I have been subject to were also done without due diligence and common care expected of a municipality.

FOLLOW STATE LAW. Investigate, independently audit and disclose tax billings/collections.

Discontinue SAD activity until the protections for citizens are in place.

Item 4. REFUND CABLE FRANCHISE FEES.

Cable Franchise fees total approximately \$350,000 per year. \$7 million so far. The Township negotiated the prices in 1994 (with no voter approval), however the contemplated service of delivering transparency to township government were not implemented. The use of Cable Television for this purpose has become obsolete and unnecessarily expensive to the citizens.

FOLLOW FEDERAL LAW. STOP COLLECTING MONOPOLY PROFITS FOR CABLE UTILITY SERVICES.

Stop charging cable franchise fees and refund the \$7 million collected.

From 1995 or earlier Brighton Township Board has gamed the US Constitution and powers granted thereunder to avoid the transparency, oversight, fair and equal treatment and liberties guaranteed each citizen.

Please consider this a demand that the budget and underlying resolutions/ordinances be amended to use powers granted to the Township for the benefit of all its citizens.

Bob Potocki
8420 Woodland Shore Drive

MEMORANDUM

TO: BRIGHTON TOWNSHIP RESIDENTS
FROM: JOSEPH R. RIKER, CLERK
SUBJECT: BOARD OF TRUSTEES ELECTRONIC BOARD PACKETS
DATE: JANUARY 31, 2019

Board packets for the Brighton Township Board of Trustees meetings posted to the website contain scanned original documents. These electronic packets are subject to change based on meeting material presented to the Board throughout the course of the meeting. For a complete original packet following the Board meeting contact the Clerk's Office at 810-229-0560 or via email: clerk@brightontwp.com

PROPOSED MINUTES

**CHARTER TOWNSHIP OF BRIGHTON
BOARD OF TRUSTEES
4363 BUNO ROAD
BRIGHTON, MI 48114**

**FEBRUARY 25, 2019
REGULAR MEETING
6:30 P.M.
(810) 229.0560**

A. CALL TO ORDER

Supervisor Michel called the meeting to order at 6:31 P.M.

B. PLEDGE OF ALLEGIANCE

All rose for the Pledge of Allegiance.

C. ROLL CALL

Roll call by the Supervisor indicated the presence of a quorum.

Present: P. Michel, Supervisor; J. Riker, Clerk; R. Drouillard, Treasurer; S. Combs, Trustee; M. Slaton, Trustee; L. Weaire, Trustee

Absent: S. Theis, Trustee

Also Present: B. Vick, Township Manager; Z. Dyba, Assistant to the Manager; J. Harris, Township Attorney; K. Mathews, Township Planner

D. CALL TO THE PUBLIC

Bob Potocki, Woodland Shore Drive – Distributed handout. Fiduciary obligation is to act with due diligence. Spoke about Special Assessment Districts.

Mike Palmer, Grand River – Objects to agenda item #3, Sanitary Sewer Rate.

Barb Potocki, Woodland Shore Drive – Allotted her three minutes to Mike Palmer.

Mike Palmer, Grand River – Enforce the ordinances.

Frank Daugard, School Lake – School Lake weeds and watershed. Spoke about chemicals and the impact of health and environment. Provided handout to BTBT.

Melora Goosey, Parklawn – Allotted her three minutes to Frank Daugard.

Frank Daugard, School Lake – Chemicals proposed to be put in lake.

E. CONSENT AGENDA

L. Weaire moved and S. Combs seconded **to approve the consent agenda moving Item F.12. Grinder Pump Alternative Supplier to F.2.a.**

Motion carried.

F. BUSINESS

1. PUBLIC HEARING AND ADOPTION OF RESOLUTION CONFIRMING THE ASSESSMENT ROLL – DeMaria West Road Improvement Special Assessment District No. S-I-01-2019 Supervisor Michel clarified the role that the Township plays for the Special Assessment Districts. Z. Dyba, Assistant to the Manager, provided an overview of the project and the Budget Amendment tied with this SAD.

Public Hearing opened at 6:55 P.M.

Written comments received:

Randall Dziekan letter dated February 23, 2019

Randall Dziekan – Protesting Road Assessment. Comments reflected language from his submission.

Public Hearing closed at 6:57 P.M.

Manager Vick explained the budget amendment and transfer of monies.

S. Combs moved and R. Drouillard seconded **to adopt Resolution No. 19-004 confirming the**

assessment roll for DeMaria West Road Improvement SAD Number S-I-01-2019 and to adopt Resolution No. 19-005 approving budget Amendment # 7 for FY' 2018-2019.

Ayes: L. Weaire, S. Combs, R. Drouillard, J. Riker, P. Michel
Nays: M. Slaton
Absent: S. Theis
Motion carried.

2. PUBLIC HEARING AND ADOPTION OF RESOLUTION APPROVING THE DISTRICT/PREPARATION OF ASSESSMENT ROLL – Aquatic Special Assessment District for School Lake (S-I-02-2019)

Supervisor Michel clarified the role that the Township plays for the Special Assessment Districts. Z. Dyba, Assistant to the Manager, provided overview of the proposed project.

Public Hearing opened at 7:09 P.M.

Written comments received:

John Conely letter dated February 24, 2019 – Opposes SAD.
Jan Black email dated February 21, 2019 – Opposes SAD.
Evelyn Montgomery letter dated February 18, 2019 – Opposes SAD.
Kyle Montgomery letter dated February 18, 2019 – Opposes SAD.
Frank Daugard letter dated February 24, 2019 – Opposes SAD.

Keith Couch, 2916 Cady Drive – President of Homeowners Association of School Lake. Comments on weed control throughout the lake.

Melora Goosey, 2643 Parklawn Drive – Comments on SAD petition. Questions about SAD payments.
Susan Rose, vacant lot – Not subject to assessment until property is developed. Did not sign petition.

Bob Fuchs, 3092 Park Drive – Chemicals are DNR approved. Supports SAD.

Jan Black, 2941 School Lake – Opposes SAD.

Susy Miley, 10127 Skeman – Opposes SAD.

Connie Secco, 3096 Cady Drive – Comments on lake and chemicals. Professionals handling chemicals.

Robert Miley, 10183 Skeman – Opposes SAD.

Bob Duda, 3082 Cady Drive – Supports SAD.

Frank Daugard, 2901 School Lake – Opposes SAD.

Harold Rosenburg, 2643 Parklawn Drive – Problem won't truly be addressed by treating half the lake.

Bob Carlson, 3101 Park Drive – Supports SAD.

Curt Kofahl, 3070 Cady Dr – Liaison for SAD. Supports SAD. Local and State requirements have been met. Barbara Potocki, 8420 Woodland Lake – Lives on lake with weed problems. Consider the source of the weeds, water funneling into lake from different areas.

Matt Kofahl, 2998 Cady Drive – Supports SAD.

Public Hearing closed at 7:44 P.M.

Z. Dyba, Assistant to the Manager, addressed some of the questions from residents and the BTBT.
L. Weaire moved and J. Riker seconded to adopt Resolution No. 19-006 approving the School Lake S.A.D., Number S-I-02-2019, directing the preparation of the special assessment roll and setting the date as March 18, 2019 for the hearing on the assessment roll.

Ayes: J. Riker, R. Drouillard, S. Combs, L. Weaire, P. Michel
Nays: M. Slaton
Absent: S. Theis
Motion carried.

a. DISCUSSION – Grinder Pumps Alternative Supplier

Manager Vick provided historical information on grinder pumps and supplies including the Utility Committee recommendation. Dan Cabbage, F&V Engineer Consultant, and Tom High, Infrastructure Alternatives, were present and answered questions from the BTBT.

J. Riker moved and L. Weaire seconded **to purchase 20 Redmond Environmental replacement grinder pump cores at a unit price of \$1,500 each.**

Ayes: L. Weaire, S. Combs, R. Drouillard, J. Riker, M. Slaton, P. Michel
Nays: None
Absent: S. Theis
Motion carried.

3. PUBLIC HEARING – SANITARY SEWER RATE

Manager Vick provided a brief overview of the sanitary sewer rate review.

Public Hearing opened at 8:26 P.M.

Barbara Potocki, 8420 Woodland Lake Drive – Brighton Business Park should be on sewers.
Susan Rose, vacant lot – Clarification of charges.

Written comments received:

Mike Palmer email dated February 25, 2019.

Public Hearing closed at 8:29 P.M.

R. Drouillard moved and J. Riker seconded **that the Township board accept the recommendation of the Township Manager selecting a funding scenario ensuring that revenue covers expenses and hereby approves the following sanitary sewer quarterly rates effective April 1, 2019: Debt Service Charge \$80.50 per REU and User Charge \$107.50 per REU.**

Ayes: R. Drouillard, J. Riker, P. Michel
Nays: L. Weaire, S. Combs, M. Slaton
Absent: S. Theis
Motion failed.

4. ADOPTION OF BUDGET AMENDMENT # 8, FY' 2018-19 – BLS Inflation Adjustment and Merit Increases

Manager Vick presented this item as housekeeping based on previous BTBT action.

L. Weaire moved and J. Riker seconded **to adopt Resolution No. 19-007 approving the transfer of discretionary increase dollars from line # 101.101.716.600 to each of the respective wage/benefit lines in the applicable departments as Budget Amendment # 8, for FY' 2018-19.**

Ayes: M. Slaton, J. Riker, R. Drouillard, S. Combs, L. Weaire, P. Michel
Nays: None
Absent: S. Theis
Motion carried.

5. AUTHORIZATION OF CONTRACT – 2019 Master Plan Consulting Services, Envision Group LLC
Manager Vick provided a brief background on this item, the Township Attorney did review the contract language.

S. Combs moved and R. Drouillard seconded **to approve the Envision contract and authorize the Supervisor to sign the contract on behalf of the Township.**

Ayes: L. Weaire, S. Combs, R. Drouillard, J. Riker, M. Slaton, P. Michel
Nays: None
Absent: S. Theis
Motion carried.

6. AUTHORIZATION OF AGREEMENT – Bio-Solid Removal Services, Michigan Agribusiness Solutions

Z. Dyba, Assistant to the Manager, provided a brief overview of the bid process. T. High, Infrastructure Alternatives was present to answer any questions from the BTBT and provided clarification.

L. Weaire moved and S. Combs seconded to authorize the Township Supervisor and Clerk to sign the agreement with Michigan Agribusiness Solutions for bio-solid removal and land application services for the years 2019-2021.

Ayes: M. Slaton, J. Riker, R. Drouillard, S. Combs, L. Weaire, P. Michel

Nays: None

Absent: S. Theis

Motion carried.

7. AUTHORIZATION OF CONTRACT – I.T. Support Services, I.T. Right

Z. Dyba, Assistant to the Manager, presented this item with recommendation of continuing their services.

L. Weaire moved and R. Drouillard seconded to authorize the Supervisor to sign the contract commencing April 8, 2019 and terminating April 7, 2020 for I.T. support services with I.T. Right.

Ayes: M. Slaton, J. Riker, R. Drouillard, S. Combs, L. Weaire, P. Michel

Nays: None

Absent: S. Theis

Motion carried.

8. AUTHORIZATION OF PROPOSAL – Lighting Design Improvements, Fleis & Vandenbrink

Z. Dyba, Assistant to the Township Manager, presented this item and overview of the bid process.

R. Drouillard moved and S. Combs seconded to authorize the Township Manager to sign the Fleis & Vandenbrink proposal dated February 12, 2019 for design plans and specifications in the amount of \$16,480.

Ayes: L. Weaire, S. Combs, R. Drouillard, J. Riker, M. Slaton, P. Michel

Nays: None

Absent: S. Theis

Motion carried.

9. ACCEPTANCE OF PROPOSAL – Ferric Chloride Supplier, PVS Technologies, Inc.

Z. Dyba, Assistant to the Manager, provided a summary of the bid process. This was the only bid received.

R. Drouillard moved and L. Weaire seconded to accept the unit prices contained in the January 4, 2019 proposal as submitted by PVS Technologies for the period of June 1, 2019 through May 31, 2020.

Ayes: J. Riker, R. Drouillard, S. Combs, L. Weaire, P. Michel

Nays: M. Slaton

Absent: S. Theis

Motion carried.

10. ADOPTION OF RESOLUTION – Vacating/Abandonment for Thomas Avenue

Manager Vick provided historical information to why the Township acquired these ten (10) lots and alternative interests for the property.

J. Riker moved and R. Drouillard seconded to adopt the proposed Resolution 19-008 approving the vacation of portions of Thomas Avenue and to authorize staff to work with the Township Attorney through the vacation process also vacating the alley subject to Township Attorney suggestion and further review.

Ayes: L. Weaire, S. Combs, R. Drouillard, J. Riker, M. Slaton, P. Michel

Nays: None

Absent: S. Theis

Motion carried.

11. ADOPTION OF ADMINISTRATIVE POLICY # 1000 – Water REU Charge Payment Over Time

Manager Vick confirmed the Township already has a Sanitary Sewer Payment Over Time Policy.

L. Weaire moved and S. Combs seconded to accept the recommendation of the Utilities Committee

and adopt the Water REU Payment Over Time Policy.

Ayes: M. Slaton, J. Riker, R. Drouillard, S. Combs, L. Weaire, P. Michel

Nays: None

Absent: S. Theis

Motion carried.

G. REPORTS AND CORRESPONDENCE
REPORTS

1. COMMITTEE LIAISONS AND BOARD MEMBERS

Utilities Committee Regular Meeting Minutes – November 26, 2018

Zoning Board of Appeals Regular Meeting Minutes – November 28, 2018

Brighton Area Fire Authority Regular Meeting Minutes – January 10, 2019

Livingston Community Water Authority Regular Meeting Minutes – November 21, 2018

Livingston Community Water Authority Regular Meeting Minutes – January 16, 2019

L. Weaire – BAFA update. Transfer of ownership of Station 34 in Genoa Township to BAFA.

P. Michel – Upcoming SELCRA Daddy Daughter Dance.

2. DEPARTMENTS

Revenue and Expenditure Report – Third Quarter, FY' 2018-2019

Brighton Area Fire Authority 2018 Annual Report

Infrastructure Alternatives, Inc. Monthly Operating Report – January 2019

3. MANAGER

Insulation Cost Analysis - Z. Dyba provided an update. Recommended abandoning this project based on costs savings.

Fire Station 32 Fascia (or Eave) Assessment - Z. Dyba reviewed the assessment. He will work with F&V to pursue an RFP.

Manager Vick spoke with BAFA Chief. He is interested in presenting Annual Report to the BTBT.

Upcoming meeting with Encore Development meeting for water REU's.

CORRESPONDENCE

None

H. CALL TO THE PUBLIC

None.

I. CLOSED EXECUTIVE SESSION

1. Confidential Attorney/Client Communication, specifically Mullins, Municipal Water Extension Agreement, dated February 11, 2019

2. Confidential Attorney/Client Communication, specifically Brighton Township v. Clearwater, dated February 20, 2019

R. Drouillard moved P. Michel seconded **to go into closed executive session for consideration of written legal communication as permitted by Sec. 15.268 Sec. 8.h of the Open Meetings Act.**

Ayes: L. Weaire, S. Combs, R. Drouillard, J. Riker, M. Slaton, P. Michel

Nays: None

Absent: S. Theis

Motion carried.

The Board went into closed executive session at 9:20 P.M.

The Board returned to open session at 11:05 P.M.

R. Drouillard moved and L. Weaire seconded **to authorize the Township to enter into a settlement and release agreement regarding the Lantzy Water Main easement and authorize the Township to pay \$1,800 to purchase the easement, which is the appraised value of the easement, and to authorize the**

Supervisor and Clerk to execute the settlement and release agreement.

Ayes: L. Weaire, S. Combs, R. Drouillard, J. Riker, M. Slaton, P. Michel

Nays: None

Absent: S. Theis

Motion carried.

J. ADJOURNMENT

L. Weaire moved and J. Riker seconded to adjourn. Motion carried.

The meeting adjourned at 11:09 P.M.

Respectfully submitted,

Joseph R. Riker, Clerk

Patrick V. Michel, Supervisor

BRIGHTON TOWNSHIP
3/18/2019
ACCOUNTS PAYABLE

ACCOUNTS PAYABLE:

GENERAL FUND	\$65,779.32
MUNICIPAL WATER	\$3,956.28
SEWER O & M	\$22,187.75
T & A - DOGS	\$515.00
CONSTRUCTION ESCROW	\$55.00
ROAD MAINTENANCE	\$610.00
STREETLIGHTS	\$1,342.87
AQUATICS- OWL	\$800.00
TOTAL ACCOUNTS PAYABLE TO APPROVE	\$95,246.22

Vendor Approval Summary Report

BOT 3-18-19

Date: 03/13/2019

Time: 2:35 pm

Page: 1

CHARTER TOWNSHIP OF BRIGHTON

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
GREAT LAKES ACE	ACE	SUPPLIES	45.95	0.00
AGAINST THE ELEMENTS LLC	AGAINST	SAD- PARADISE FARMS/LINK	400.00	0.00
ALANS ASPHALT MAINTENANCE INC	ALANS	4 OF 5 SNOW PAYMENTS	4,188.40	0.00
APPLIED IMAGING	APPLIED	COPIER METER/MAINTENANCE	262.90	0.00
BRIGHTON TOWNSHIP	BRIGHTON T	DOG LICENSE FEES FEBRUARY	36.00	0.00
CITY OF BRIGHTON	CITY OF BR	UTILITY MAINTENANCE AGREEM	3,956.28	0.00
JOHN COGLEY	COGLEY	BOR PER DIEM 3-12-19	395.00	0.00
CONSUMERS ENERGY	CONSUMERS	UTILITIES	668.40	0.00
CONVERGENT TECHNOLOGY PART	CONVERGENT	PHONES PROJECT-PHASE 3-100	3,730.00	0.00
BRUCE & JULIE DIETZ	DIETZ/BRUC	MARCH MSP RENT	11,457.00	0.00
JOHN DORSET	DORSET	UTILITIES PER DIEM 2-13-19	155.00	0.00
CATHY DOUGHTY	DOUGHTY	P/C PER DIEM 3-11-19	155.00	0.00
DTE	DTE	UTILITIES	0.00	1,179.08
DTE ENERGY	DTE ENERGY	STREETLIGHTS	1,982.78	0.00
DYKEMA GOSSETT PLLC	DYKEMA	LEGAL SERVICES	1,261.00	0.00
FLEIS & VANDENBRINK	FLEIS	ESCROW- SHEPHERD OF THE L/	55.00	0.00
FOSTER, SWIFT, COLLINS & SMITH	FOSTER	LEGAL- COLLETT DUMP	1,941.40	0.00
FRESHWATER PHYSICIANS, INC	FRESHWATER	SAD- OWL LIMNOLOGICAL SURV	800.00	0.00
THE GARBAGE MAN	GARBAGE	LARGE ITEM TAGS	45.00	0.00
JOHN GIBBONS	GIBBONS	ZBA PER DIEM 2-27-19	80.00	0.00
FRANK GRAPENTIEN	GRAPEN	BOR PER DIEM 3-12-19	315.00	0.00
HARRIS & LITERSKI	HARRIS &	LEGAL SERVICES	3,188.06	0.00
LARRY HERZINGER	HERZINGER	P/C PER DIEM 3-11-19	80.00	0.00
STEVE HOLDEN	HOLDEN	P/C PER DIEM 3-11-19	100.00	0.00
HOME DEPOT CREDIT SERVICES	HOME DEPOT	COLLECTION SYSTEM SUPPLIES	0.00	119.40
INFRASTRUCTURE ALTERNATIVES,	INFRASTRUC	WWTP- O & M MARCH 2019	16,602.00	0.00
JUDICIAL SERVICES GROUP LTD	JUDICIAL	SUMMONS & COMPLAINT-VEGA	26.00	0.00
K B ROAD GRADING	K B	SAD-DONALD STURHBURG SNO'	210.00	0.00
STACY A KALISZEWSKI	KALISZEWSK	BOR MARCH- FOOD	152.63	0.00
KONICA MINOLTA ALBIN	KONICA	COPIER METER/MAINTENANCE	36.68	0.00
WILLIAM JR LAWSON	LAWSON	BOR PER DIEM 3-11-19	210.00	0.00
LIVINGSTON COUNTY TREASURER	LIV CTY TR	DOG LICENSE FEES- FEBRUARY	479.00	0.00
ALLAN LUTES	LUTES	ZBA PER DIEM 2-27-19	80.00	0.00
JAMES MCKEON	MCKEON	ZBA PER DIEM 2-27-19	80.00	0.00
CHARLES MORAN	MORAN	UTILITIES PER DIEM 2-13-19	155.00	0.00
NORTH CENTRAL LABORATORIES	NCL	SUPPLIES	401.86	0.00
NORTHWEST PIPE & SUPPLY	NORTHWEST	REPLACE LOOSE PIPING	304.58	0.00
JAMES PANNING	PANNING	UTILITIES PER DIEM 2-13-19	75.00	0.00
LIVINGSTON DAILY PRESS & ARGU	PRESS & AR	LEGAL NOTICES	3,956.94	0.00
HARRY E. PRINE	PRINE	P/C PER DIEM 3-11-19	80.00	0.00
QUILL CORPORATION	QUILL	SUPPLIES	236.47	0.00
MUNICIPAL REFUSE	REFUSE	INTERFUND TRANSFER- VOID CI	4,196.40	0.00
SCHIFKO DANIEL	SCHIFKO	P/C PER DIEM 3-11-19	80.00	0.00
SHERMAN HEATING & COOLING	SHERMAN	TWSP HALL HVAC- RETAINAGE	5,619.00	0.00
SHRED-IT USA LLC	SHRED-IT	OFF-SITE RECORDS PURGE	67.55	0.00
STAPLES CREDIT PLAN	STAPLES	SUPPLIES	0.00	233.43

Vendor Approval Summary Report

BOT 3-18-19

Date: 03/13/2019

Time: 2:35 pm

Page: 2

CHARTER TOWNSHIP OF BRIGHTON

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
STATE OF MICHIGAN	STATE TAX	MI CERTIFIED ASSESSING HYBR	50.00	0.00
JEFFREY STINEDURF	STINEDURF	BOR PER DIEM 3-12-19	370.00	0.00
VARNUM RIDDERING SCHMIDT	VARNUM	LEGAL- VERIZON CELL TOWER	1,959.25	0.00
VERIZON WIRELESS	VERIZON	TELEPHONE	67.73	0.00
WEBER SECURITY GROUP, INC.	WEBER SECU	SECURITY SYSTEM	19,520.74	0.00
WHITLOCK BUSINESS SYSTEMS	WHITLOCK	ASSESSMNET NOTICES	1,193.68	0.00
WOOD ENVIRONMENT &	WOOD	COLLETT DUMP MONITORING	2,205.63	0.00
Grand Total:			93,714.31	1,531.91

INVOICE APPROVAL LIST BY FUND REPORT

BOT 3-18-19

Date: 03/13/2019

Time: 3:36 pm

Page: 1

CHARTER TOWNSHIP OF BRIGHTON

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
Fund: 101 GENERAL FUND							
Dept: 000							
101-000-084.041 DUE FROM OTHERS							
LIVINGSTON DAILY PRESS & ARGUS 0002314041	LEGAL NOTICES			32210	03/18/2019	03/18/2019	889.20
LIVINGSTON DAILY PRESS & ARGUS 0002314041	LEGAL NOTICES			32210	03/18/2019	03/18/2019	889.20
							1,778.40
101-000-214.871 DUE TO SANITATION							
MUNICIPAL REFUSE	49161	INTERFUND TRANSFER- VOID CHECK	32214		03/18/2019	03/18/2019	4,196.40
							4,196.40
						Total Dept. 000:	5,974.80
Dept: 101 LEGISLATIVE-TWSP BOARD							
101-101-900.000 PRINTING & PUBLISHING							
LIVINGSTON DAILY PRESS & ARGUS 0002314041	LEGAL NOTICES			32210	03/18/2019	03/18/2019	1,052.22
							1,052.22
						Total Dept. LEGISLATIVE-TWSP BOARD:	1,052.22
Dept: 209 ASSESSOR							
101-209-708.000 PER DIEM COMP							
COGLEY/JOHN//	49165	BOR PER DIEM 3-5-19		32185	03/18/2019	03/18/2019	105.00
COGLEY/JOHN//	49186	BOR PER DIEM 3-11-19		32185	03/18/2019	03/18/2019	105.00
COGLEY/JOHN//	49190	BOR PER DIEM 3-12-19		32185	03/18/2019	03/18/2019	105.00
GRAPENTIEN/FRANK//	49164	BOR PER DIEM 3-5-19		32198	03/18/2019	03/18/2019	105.00
GRAPENTIEN/FRANK//	49184	BOR PER DIEM 3-11-19		32198	03/18/2019	03/18/2019	105.00
GRAPENTIEN/FRANK//	49188	BOR PER DIEM 3-12-19		32198	03/18/2019	03/18/2019	105.00
LAWSON/WILLIAM JR//	49163	BOR PER DIEM 3-5-19		32208	03/18/2019	03/18/2019	105.00
LAWSON/WILLIAM JR//	49187	BOR PER DIEM 3-11-19		32208	03/18/2019	03/18/2019	105.00
STINEDURF/JEFFREY//	49185	BOR PER DIEM 3-11-19		32224	03/18/2019	03/18/2019	105.00
STINEDURF/JEFFREY//	49189	BOR PER DIEM 3-12-19		32224	03/18/2019	03/18/2019	105.00
							1,050.00
101-209-727.000 SUPPLIES							
KALISZEWSKI/STACY A//	49191	BOR MARCH- FOOD		32206	03/18/2019	03/18/2019	152.63
							152.63
101-209-860.000 EDUCATION							
STATE OF MICHIGAN	49128	MI CERTIFIED ASSESSING HYBRID		32223	03/18/2019	03/18/2019	50.00
							50.00
101-209-900.000 PRINTING & PUBLISHING							
LIVINGSTON DAILY PRESS & ARGUS 0002314041	LEGAL NOTICES			32210	03/18/2019	03/18/2019	533.52
WHITLOCK BUSINESS SYSTEMS	669420	ASSESSMENT NOTICES		32230	03/18/2019	03/18/2019	1,193.68
							1,727.20
						Total Dept. ASSESSOR:	2,979.83
Dept: 215 TOWNSHIP CLERK							
101-215-727.000 SUPPLIES							
STAPLES CREDIT PLAN	49144	SUPPLIES		32178	03/05/2019	03/05/2019	47.37
							47.37
101-215-826.200 RECORD RETENTION SERVICES							
SHRED-IT USA LLC	8126685902	OFF-SITE RECORDS PURGE		32222	03/18/2019	03/18/2019	67.55
							67.55
						Total Dept. TOWNSHIP CLERK:	114.92
Dept: 265 TOWNSHIP HALL/GROUNDS							
101-265-727.000 SUPPLIES							
QUILL CORPORATION	49125	SUPPLIES		32219	03/18/2019	03/18/2019	71.48
STAPLES CREDIT PLAN	49144	SUPPLIES		32178	03/05/2019	03/05/2019	148.57

INVOICE APPROVAL LIST BY FUND REPORT

BOT 3-18-19

Date: 03/13/2019

Time: 3:36 pm

Page: 2

CHARTER TOWNSHIP OF BRIGHTON

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
							220.05
101-265-921.000	STREET LIGHTING						
DTE ENERGY		200431277149	STREETLIGHTS	32192	03/18/2019	03/18/2019	615.46
							615.46
101-265-932.000	GROUNDS MAINTENANCE & REPAIR						
ALANS ASPHALT MAINTENANCE INC		00604	4 OF 5 SNOW PAYMENTS	32181	03/18/2019	03/18/2019	2,358.40
							2,358.40
101-265-974.000	CAPITAL IMPROVEMENTS						
SHERMAN HEATING & COOLING		6378-B	TWSP HALL HVAC- RETAINAGE	32221	03/18/2019	03/18/2019	5,619.00
WEBER SECURITY GROUP, INC.		045085S	SECURITY DOOR	32229	03/18/2019	03/18/2019	2,813.00
WEBER SECURITY GROUP, INC.		045084S	SECURITY SYSTEM	32228	03/18/2019	03/18/2019	16,707.74
							25,139.74
Total Dept. TOWNSHIP HALL/GROUNDS:							28,333.65
Dept: 299 OTHER CHARGES & SERVICES							
101-299-827.000	LEGAL						
DYKEMA GOSSETT PLLC		3244727	LEGAL SERVICES	32193	03/18/2019	03/18/2019	460.00
HARRIS & LITERSKI		190698	LEGAL SERVICES	32200	03/18/2019	03/18/2019	300.00
HARRIS & LITERSKI		190697	LEGAL SERVICES	32200	03/18/2019	03/18/2019	2,531.81
JUDICIAL SERVICES GROUP LTD KKP-2019000664			SUMMONS & COMPLAINT-VEGA	32204	03/18/2019	03/18/2019	26.00
VARNUM RIDDERING SCHMIDT		1060653	LEGAL SERVICES- WILLOW BRANCH	32226	03/18/2019	03/18/2019	115.50
VARNUM RIDDERING SCHMIDT		1060655	LEGAL- VERIZON CELL TOWER	32226	03/18/2019	03/18/2019	1,843.75
							5,277.06
101-299-853.000	TELEPHONE						
VERIZON WIRELESS		9825012570	TELEPHONE	32227	03/18/2019	03/18/2019	67.73
							67.73
101-299-931.000	EQUIPMENT MAINTENANCE & REPAIR						
APPLIED IMAGING		1300431	COPIER METER/MAINTENANCE	32182	03/18/2019	03/18/2019	262.90
KONICA MINOLTA ALBIN		9005465065	COPIER METER/MAINTENANCE	32207	03/18/2019	03/18/2019	36.68
							299.58
101-299-951.000	LEASE-BACK MSP/DIETZ						
DIETZ/BRUCE & JULIE//		49174	MARCH MSP RENT	32188	03/18/2019	03/18/2019	11,457.00
							11,457.00
101-299-970.000	CAPITAL OUTLAY						
CONVERGENT TECHNOLOGY PARTNE		13450	AV- DESIGN PHASE 2- 20%	32187	03/18/2019	03/18/2019	575.00
CONVERGENT TECHNOLOGY PARTNE		13451	PHONES PROJECT-PHASE 3-100%	32187	03/18/2019	03/18/2019	3,155.00
							3,730.00
Total Dept. OTHER CHARGES & SERVICES:							20,831.37
Dept: 336 FIRE DEPARTMENT							
101-336-921.000	STREET LIGHTING						
DTE ENERGY		200431277149	STREETLIGHTS	32192	03/18/2019	03/18/2019	24.45
							24.45
Total Dept. FIRE DEPARTMENT:							24.45
Dept: 400 PLANNING							
101-400-708.000	PER DIEM COMP						
COGLEY/JOHN//		48133	ZBA PER DIEM 2-27-19	32185	03/18/2019	03/18/2019	80.00
DORSET/JOHN//		49130	ZBA PER DIEM 2-27-19	32189	03/18/2019	03/18/2019	80.00
DOUGHTY/CATHY//		49180	P/C PER DIEM 3-11-19	32190	03/18/2019	03/18/2019	80.00
GIBBONS/JOHN//		49132	ZBA PER DIEM 2-27-19	32197	03/18/2019	03/18/2019	80.00
HERZINGER/LARRY//		49181	P/C PER DIEM 3-11-19	32201	03/18/2019	03/18/2019	80.00
HOLDEN/STEVE//		49177	P/C PER DIEM 3-11-19	32202	03/18/2019	03/18/2019	100.00
LUTES/ALLAN//		49136	ZBA PER DIEM 2-27-19	32211	03/18/2019	03/18/2019	80.00
MCKEON/JAMES//		49131	ZBA PER DIEM 2-27-19	32212	03/18/2019	03/18/2019	80.00

INVOICE APPROVAL LIST BY FUND REPORT

BOT 3-18-19

Date: 03/13/2019

Time: 3:36 pm

Page: 3

CHARTER TOWNSHIP OF BRIGHTON

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
MORAN/CHARLES//		49135	ZBA PER DIEM 2-27-19	32213	03/18/2019	03/18/2019	80.00
PRINE/HARRY E.//		49179	P/C PER DIEM 3-11-19	32218	03/18/2019	03/18/2019	80.00
SCHIFKO DANIEL		49182	P/C PER DIEM 3-11-19	32220	03/18/2019	03/18/2019	80.00
STINEDURF/JEFFREY//		49134	ZBA PER DIEM 2-27-19	32224	03/18/2019	03/18/2019	80.00
STINEDURF/JEFFREY//		49178	P/C PER DIEM 3-11-19	32224	03/18/2019	03/18/2019	80.00
							1,060.00

101-400-900.900 PUBLISHING

LIVINGSTON DAILY PRESS & ARGUS 0002314041	LEGAL NOTICES	32210	03/18/2019	03/18/2019	355.68
LIVINGSTON DAILY PRESS & ARGUS 0002314041	LEGAL NOTICES	32210	03/18/2019	03/18/2019	237.12
					592.80

Total Dept. PLANNING: **1,652.80**

Dept: 525 ENVIRONMENTAL

101-525-818.200 CONSULT-COLLET DUMP MONITORING

WOOD ENVIRONMENT &	H06102259	COLLETT DUMP MONITORING	32231	03/18/2019	03/18/2019	2,205.63
						2,205.63

101-525-827.000 LEGAL

FOSTER, SWIFT, COLLINS & SMITH	756657	LEGAL- COLLETT DUMP	32195	03/18/2019	03/18/2019	1,941.40
						1,941.40

Total Dept. ENVIRONMENTAL: **4,147.03**

Dept: 528 MUNICIPAL REFUSE COLLECTION

101-528-826.000 CONTRACTS

THE GARBAGE MAN	1134251	LARGE ITEM TAGS	32225	03/18/2019	03/18/2019	45.00
						45.00

Total Dept. MUNICIPAL REFUSE COLLECTION: **45.00**

Dept: 536 SEWER AND WATER

101-536-708.000 PER DIEM COMP

DORSET/JOHN//	49171	UTILITIES PER DIEM 2-13-19	32189	03/18/2019	03/18/2019	75.00
DOUGHTY/CATHY//	49172	UTILITIES PER DIEM 2-13-19	32190	03/18/2019	03/18/2019	75.00
MORAN/CHARLES//		UTILITIES PER DIEM 2-13-19	32213	03/18/2019	03/18/2019	75.00
PANNING/JAMES//	49173	UTILITIES PER DIEM 2-13-19	32217	03/18/2019	03/18/2019	75.00
						300.00

101-536-827.000 LEGAL

HARRIS & LITERSKI	190697	LEGAL SERVICES	32200	03/18/2019	03/18/2019	323.25
						323.25

Total Dept. SEWER AND WATER: **623.25**Total Fund GENERAL FUND: **65,779.32**

Fund: 405 MUNICIPAL WATER FUND

Dept: 000

405-000-804.600 CONTRACT SERVICES- CITY MAINT

CITY OF BRIGHTON	5607	UTILITY MAINTENANCE AGREEMENT	32184	03/18/2019	03/18/2019	3,956.28
						3,956.28

Total Dept. 000: **3,956.28**Total Fund MUNICIPAL WATER FUND: **3,956.28**

Fund: 590 SEWER O & M FUND

Dept: 537 ADMINISTRATION

590-537-827.000 LEGAL

DYKEMA GOSSETT PLLC	3244726	LEGAL SERVICES- MANN INVEST.	32193	03/18/2019	03/18/2019	801.00
HARRIS & LITERSKI	190697	LEGAL SERVICES	32200	03/18/2019	03/18/2019	33.00

INVOICE APPROVAL LIST BY FUND REPORT

BOT 3-18-19

Date: 03/13/2019

Time: 3:36 pm

Page: 4

CHARTER TOWNSHIP OF BRIGHTON

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
							834.00
							Total Dept. ADMINISTRATION: 834.00
Dept: 540 OPERATION AND MAINTENANCE							
590-540-727.000	SUPPLIES						
GREAT LAKES ACE	49127	SUPPLIES		32199	03/18/2019	03/18/2019	45.95
NORTH CENTRAL LABORATORIES	5345328	SUPPLIES		32215	03/18/2019	03/18/2019	401.86
QUILL CORPORATION	5345328	SUPPLIES		32219	03/18/2019	03/18/2019	164.99
STAPLES CREDIT PLAN	49144	SUPPLIES		32178	03/05/2019	03/05/2019	37.49
							650.29
590-540-804.300	CONTRACTED SERVICES- FIXED						
INFRASTRUCTURE ALTERNATIVES,	23477	WWTP- O & M MARCH 2019		32203	03/18/2019	03/18/2019	16,602.00
							16,602.00
590-540-920.000	UTILITIES						
CONSUMERS ENERGY	202963427598	UTILITIES		32186	03/18/2019	03/18/2019	668.40
DTE	49145	UTILITIES		32179	03/05/2019	03/05/2019	1,179.08
							1,847.48
590-540-931.000	EQUIPMENT MAINTENANCE & REPAIR						
NORTHWEST PIPE & SUPPLY	29169	REPLACE LOOSE PIPING		32216	03/18/2019	03/18/2019	304.58
							304.58
590-540-932.000	GROUNDS MAINTENANCE & REPAIR						
ALANS ASPHALT MAINTENANCE INC	00604	4 OF 5 SNOW PAYMENTS		32181	03/18/2019	03/18/2019	1,830.00
							1,830.00
590-540-936.000	COLLECTION SYS MAINT REPAIR						
HOME DEPOT CREDIT SERVICES	49143	COLLECTION SYSTEM SUPPLIES		32177	03/05/2019	03/05/2019	119.40
							119.40
							Total Dept. OPERATION AND MAINTENANCE: 21,353.75
							Total Fund SEWER O & M FUND: 22,187.75
Fund: 701 TRUST AND AGENCY FUND							
Dept: 000							
701-000-221.400	DOG LICENSE FEES						
BRIGHTON TOWNSHIP	49125	DOG LICENSE FEES FEBRUARY		32183	03/18/2019	03/18/2019	36.00
LIVINGSTON COUNTY TREASURER	49126	DOG LICENSE FEES- FEBRUARY		32209	03/18/2019	03/18/2019	479.00
							515.00
							Total Dept. 000: 515.00
							Total Fund TRUST AND AGENCY FUND: 515.00
Fund: 793 CONSTRUCTION ESCROW							
Dept: 000							
793-000-224.937	DUE TO SHEPHERD OF THE LAKES						
FLEIS & VANDENBRINK	51746	ESCROW- SHEPHERD OF THE LAKES	32194	03/18/2019	03/18/2019		55.00
							55.00
							Total Dept. 000: 55.00
							Total Fund CONSTRUCTION ESCROW: 55.00
Fund: 812 SAD ROAD MAINTENANCE							
Dept: 033 DONALD/STUHRBURG SAD							
812-033-967.100	ADDTL PROJECT COSTS						
K B ROAD GRADING	7966	SAD-DONALD STURHBURG SNOW		32205	03/18/2019	03/18/2019	210.00

INVOICE APPROVAL LIST BY FUND REPORT

BOT 3-18-19

Date: 03/13/2019

Time: 3:36 pm

Page: 5

CHARTER TOWNSHIP OF BRIGHTON

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
							210.00
							Total Dept. DONALD/STUHRBURG SAD: 210.00
Dept: 038 LINK ROAD MAINTENANCE							
812-038-967.000 PROJECT COSTS AGAINST THE ELEMENTS LLC		49176	SAD- PARADISE FARMS/LINK	32180	03/18/2019	03/18/2019	400.00
							400.00
							Total Dept. LINK ROAD MAINTENANCE: 400.00
							Total Fund SAD ROAD MAINTENANCE: 610.00
Fund: 865 STREET LIGHTING FUND							
Dept: 070 COUNTRY CLUB ANNEX LT							
865-070-921.000 STREET LIGHTING DTE ENERGY		200431277149	STREETLIGHTS	32192	03/18/2019	03/18/2019	621.54
							621.54
							Total Dept. COUNTRY CLUB ANNEX LT: 621.54
Dept: 071 DONALD DRIVE LIGHT							
865-071-921.000 STREET LIGHTING DTE ENERGY		200431277149	STREETLIGHTS	32192	03/18/2019	03/18/2019	14.46
							14.46
							Total Dept. DONALD DRIVE LIGHT: 14.46
Dept: 072 BRANDYWINE FARMS LIGHT							
865-072-921.000 STREET LIGHTING DTE ENERGY		200431277149	STREETLIGHTS	32192	03/18/2019	03/18/2019	50.21
							50.21
							Total Dept. BRANDYWINE FARMS LIGHT: 50.21
Dept: 073 HARVEST HILLS LIGHTS							
865-073-921.000 STREET LIGHTING DTE ENERGY		200431277149	STREETLIGHTS	32192	03/18/2019	03/18/2019	50.21
							50.21
							Total Dept. HARVEST HILLS LIGHTS: 50.21
Dept: 074 GREENFIELD POINTE LIGHTS							
865-074-921.000 STREET LIGHTING DTE ENERGY		200431277149	STREETLIGHTS	32192	03/18/2019	03/18/2019	50.21
							50.21
							Total Dept. GREENFIELD POINTE LIGHTS: 50.21
Dept: 075 BRIGHTON GARDENS							
865-075-921.000 STREET LIGHTING DTE ENERGY		200431277149	STREETLIGHTS	32192	03/18/2019	03/18/2019	57.85
							57.85
							Total Dept. BRIGHTON GARDENS: 57.85
Dept: 076 EAGLE HEIGHTS							
865-076-921.000 STREET LIGHTING DTE ENERGY		200431277149	STREETLIGHTS	32192	03/18/2019	03/18/2019	27.19
							27.19
							Total Dept. EAGLE HEIGHTS: 27.19
Dept: 077 GREENFIELD SHORES 1-2-3-4 LOP							

INVOICE APPROVAL LIST BY FUND REPORT

Date: 03/13/2019
Time: 3:36 pm
Page: 6

CHARTER TOWNSHIP OF BRIGHTON

INVOICE APPROVAL LIST BY FUND REPORT
BOT 3-18-19

CHARTER TOWNSHIP OF BRIGHTON

Date: 03/13/2019
Time: 3:36 pm
Page: 7

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
Total Fund SAD AQUATICS:							800.00
Grand Total:							95,246.22

AGENDA NOTES

MEETING DATE: March 18, 2019

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: Master Plan Kick-Off Meeting

EXPLANATION OF TOPIC:

Brighton Township has contracted with Envision to assist the Township through the Master Plan review process. At the March 4th Board Meeting, the Board suggested various dates to coordinate a joint kick off meeting with the Planning Commission. Envision has confirmed that they are available on Monday April 22nd at 6:30 pm. Township Planner, Kelly Mathews, has advised the Planning Commission members of the anticipated meeting date.

RECOMMENDED ACTION:

It is recommended that the April 1st Brighton Township Board Work session be rescheduled for April 22nd.

SUGGESTED MOTION: Motion by _____, supported by _____ to reschedule the April 1st Board work session for Monday, April 22nd at 6:30PM

ROLL CALL VOTE REQUIRED? No

AGENDA NOTES

MEETING DATE: March 18, 2019

PERSON PLACING ITEM ON AGENDA: Assistant to the Township Manager

AGENDA TOPIC: Public Hearing and Adoption of Resolution Confirming the Assessment Roll – School Lake Aquatic Special Assessment District No. S-I-02-2019

EXPLANATION OF TOPIC:

The final step in the process of creating a special assessment district for School Lake is approval of a resolution which confirms the assessment roll for the project. There will be a final public hearing on the assessment roll. The assessment amount will be \$235 per developed parcel for the first year and \$195 for years 2-5. Vacant properties will not be assessed until they are developed. The parcels that are assessed will pay an additional \$23 the first year for mailing and newspaper publication costs per our policy. The resolution reflects petitioners' request that their ability to increase the assessment be limited to 2% from the previous year's assessment instead of the statutory allowed 10%.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- Resolution 19-TBD
- Assessment Roll
- Supervisor's Certification of the Roll

RECOMMENDATION: Adopt resolution.

SUGGESTED MOTION:

Motion by _____, supported by _____ to adopt Resolution 19-TBD confirming the assessment roll for the School Lake Aquatic SAD Number S-I-02-2019.

ROLL CALL VOTE REQUIRED? Yes

RESOLUTION NO. 19-_____
CHARTER TOWNSHIP OF BRIGHTON
LIVINGSTON COUNTY, MICHIGAN
SCHOOL LAKE
AQUATIC
SPECIAL ASSESSMENT DISTRICT
S-I-02-2019
Public Act 188 of 1954 Proceedings

WHEREAS, the Township Board of the Charter Township of Brighton, Livingston County, Michigan, after due and legal notice, has conducted a public hearing upon a proposed assessment roll prepared by the supervisor and assessing officer of the Township for the purpose of aquatic management for the assessment of an estimate of the costs of such services all within the proposed Special Assessment District No. S-I-02-2019 as shown on the plans for such project.

AND WHEREAS, such public hearing was preceded by proper notice in the Livingston County Daily Press & Argus, a newspaper of general circulation in the Township, and by First Class Mail notice to each property owner of record within said district and upon said assessment roll;

TAX IDENTIFICATION NUMBERS:

4712-16-101-085	4712-16-302-131	4712-16-302-034	4712-16-302-106	4712-16-302-122
4712-16-101-084	4712-16-302-124	4712-16-302-033	4712-16-302-115	4712-16-302-117
4712-16-101-083	4712-16-302-048	4712-16-302-129	4712-16-302-105	4712-16-302-026
4712-16-101-082	4712-16-302-047	4712-16-302-029	4712-16-302-116	4712-16-302-127
4712-16-101-152	4712-16-302-046	4712-16-302-028	4712-16-302-104	4712-16-302-123
4712-16-302-121	4712-16-302-045	4712-16-302-027	4712-16-302-103	4712-16-302-120
4712-16-302-057	4712-16-302-044	4712-16-302-111	4712-16-301-081	4712-16-302-090
4712-16-302-056	4712-16-302-043	4712-16-302-110	4712-16-301-057	4712-16-302-091
4712-16-302-055	4712-16-302-099	4712-16-302-112	4712-16-301-059	4712-16-101-087
4712-16-302-054	4712-16-302-100	4712-16-302-109	4712-16-301-056	4712-16-101-086
4712-16-302-072	4712-16-302-097	4712-16-302-113	4712-16-301-055	
4712-16-302-053	4712-16-302-126	4712-16-302-108	4712-16-301-054	
4712-16-302-052	4712-16-302-036	4712-16-302-114	4712-16-301-053	
4712-16-302-130	4712-16-302-035	4712-16-302-107	4712-16-301-052	

AND WHEREAS, comments were received from those present at such public hearing concerning said assessment roll and opportunity to all present to be heard in the matter;

AND WHEREAS, a record of those present to protest, and of written protests submitted at or before the public hearing was made a part of the minutes of the hearing;

AND WHEREAS, the Township Board has duly inspected the proposed assessment roll, alternate methods of apportioning the assessment, and considered all comments and proposed amendments thereto and has found the proposed assessment roll, as amended, to be correct, just and reasonable;

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The assessment roll submitted by the supervisor and assessing officer of the Township shall hereafter be designated as the **SCHOOL LAKE AQUATIC SPECIAL ASSESSMENT DISTRICT S-I-02-2019** and shall hereby be confirmed as the assessment roll for Special Assessment District No. S-I-02-2019.
2. The assessment in said Charter Township of Brighton Special Assessment Roll is \$235 per developed parcel annual for the first year and \$195 for years two through five for a total period of five (5) years (2019 through 2023, inclusive), with the first year being higher to cover direct costs (\$23 per developed parcel). All vacant parcels will not be assessed until they are developed. Annual assessments shall not increase by more than 2% of the previous year's assessment.
3. Any delinquent assessments within the special assessment district may be reviewed annually by the Township and pursuant to Act 188 the Township Board may levy pro-rata additional assessments in the special assessment district to make up any deficiency from such delinquent special assessments. Annual determination of the cost of the scope of the improvement may be made and that a public hearing will not be necessary for such annual redeterminations, provided the annual cost does not exceed the estimate by 10% in accordance with PA 188 of 1954.
4. The assessments made in said special assessment roll are hereby ordered and directed to be collected by the Township Treasurer, with billing to occur with the December tax bills. The Township Clerk shall deliver said special assessment roll to said Treasurer with a warrant attached, directing the Treasurer to collect such assessments in accordance with the direction of the Township Board and said Public Act 188, as amended.
5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Upon roll call vote on the adoption of the resolution, the following voted "Aye":

The following voted "Nay":

Absent:

Joseph R. Riker, Clerk

Patrick V. Michel, Supervisor

CERTIFICATE

I, Joseph R. Riker, Clerk of the Charter Township of Brighton, County of Livingston, Michigan, do hereby certify that the foregoing is a true and complete copy of the Resolution adopted by the Charter Township of Brighton Board of Trustees on the ## day of Month, Year.

In witness hereof, I have hereunto affixed my official seal this ## day of Month, Year.

Joseph R. Riker, Clerk

03/06/2019
09:12 AM

Special Assessment Roll for TOWNSHIP OF BRIGHTON
Roll for Year 2019
Population: Special Assessment District (X0091)
Special Population All Active Parcels

Page: 1/7
DB: Brighton.Sad

Sp. District Heading	Parcel # Owner	Principal Admin Fee	Interest Penalty	Addtl Penlty Cert Fee	Total Installment	Prin Bal Payoff Int	Total Payoff
UNIT 12 DISTRICT X0091							
X0091	4712-16-101-082 SCHOOL LAKE AQUAT TRONZO CAROLE 930 NEW HAVEN CT NORTHVILLE MI 48167	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-101-083 SCHOOL LAKE AQUAT PFEIFER RONALD & PAMELA 2660 CADES CV BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-101-084 SCHOOL LAKE AQUAT MELLAS JAMES & CHERYL 2648 CADES CV BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-101-085 SCHOOL LAKE AQUAT VINCENT RONALD 2636 CADES CV BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-101-152 SCHOOL LAKE AQUAT FINDEN BEN & JACKIE TRUST 2700 CADES CV BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-301-052 SCHOOL LAKE AQUAT ROSENBERG HAROLD & GOOSEY MELORA 3831 W JOY RD ANN ARBOR MI 48105	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-301-053 SCHOOL LAKE AQUAT LEIBOLD PAUL 2639 PARKLAWN DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-301-054 SCHOOL LAKE AQUAT SKIVER GREGORY 2635 PARKLAWN DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-301-055 SCHOOL LAKE AQUAT GONGIA RAYMOND & JENNIFER 2629 PARKLAWN DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-301-056 SCHOOL LAKE AQUAT LANGA LYNNE ANN 2627 PARKLAWN DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-301-057 SCHOOL LAKE AQUAT BAUGHER PAUL 1587 W TROY FERNDALE MI 48220	0.00 0.00	0.00		0.00	258.00 0.00	258.00

03/06/2019
09:12 AM

Special Assessment Roll for TOWNSHIP OF BRIGHTON
Roll for Year 2019
Population: Special Assessment District (X0091)
Special Population All Active Parcels

Page: 2/7
DB: Brighton.Sad

Sp. District Heading	Parcel # Owner	Principal Admin Fee	Interest Penalty	Addtl Penity Cert Fee	Total Installment	Prin Bal Payoff Int	Total Payoff
X0091	4712-16-301-059 SCHOOL LAKE AQUAT BAUGHER PAUL 1587 W TROY ST FERNDALE MI 48220	0.00 0.00	0.00		0.00	0.00 0.00	0.00
X0091	4712-16-301-081 SCHOOL LAKE AQUAT BOGOS KENNETH JOHN 2611 PARKLAWN DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-026 SCHOOL LAKE AQUAT YORK SHIRLEY 10141 SKEMAN RD BRIGHTON MI 48114-7502	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-027 SCHOOL LAKE AQUAT SECCO GERALD & CONNIE 3096 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-028 SCHOOL LAKE AQUAT HASLITT MARY L TRUST 3088 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-029 SCHOOL LAKE AQUAT DUDA ROBERT & CHRISTINE 3082 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-033 SCHOOL LAKE AQUAT KELLY LAWRENCE & KATHARINE 3060 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-034 SCHOOL LAKE AQUAT WINTER ELIZABETH 3050 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-035 SCHOOL LAKE AQUAT MULLIN PATRICK 3040 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-036 SCHOOL LAKE AQUAT WOROSZ MICHAEL & TERRY 3030 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-043 SCHOOL LAKE AQUAT KOSS SANDRA K 2970 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00

03/06/2019
09:12 AM

Special Assessment Roll for TOWNSHIP OF BRIGHTON
Roll for Year 2019
Population: Special Assessment District (X0091)
Special Population All Active Parcels

Page: 3/7
DB: Brighton.Sad

Sp. District Heading	Parcel # Owner	Principal Admin Fee	Interest Penalty	Addtl Penlty Cert Fee	Total Installment	Prin Bal Payoff Int	Total Payoff
X0091	4712-16-302-044 SCHOOL LAKE AQUAT KIRK CHARLES & DEBRA 2950 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-045 SCHOOL LAKE AQUAT CALKINS DAVID & LINDA 2938 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-046 SCHOOL LAKE AQUAT FAUBERT GARY & LINDA 2934 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-047 SCHOOL LAKE AQUAT LAWRENCE PHILIP & BRENDA 2928 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-048 SCHOOL LAKE AQUAT MILLS HAROLD & RUSTEEENA 2922 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-052 SCHOOL LAKE AQUAT MARTIN RICHARD 21105 ANCLOTE CT VENICE FL 34293	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-053 SCHOOL LAKE AQUAT LONGEWAY DANIEL K 2860 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-054 SCHOOL LAKE AQUAT QUESENBERRY MICHAEL 2848 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-055 SCHOOL LAKE AQUAT SUGAR JEFFREY R 2842 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-056 SCHOOL LAKE AQUAT LAMB DAVID 2836 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-057 SCHOOL LAKE AQUAT IANNUZZI JANICE & ROBERT 2824 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00

03/06/2019
09:12 AM

Special Assessment Roll for TOWNSHIP OF BRIGHTON
Roll for Year 2019
Population: Special Assessment District (X0091)
Special Population All Active Parcels

Page: 4/7
DB: Brighton.Sad

Sp. District Heading	Parcel # Owner	Principal Admin Fee	Interest Penalty	Addtl Penlty Cert Fee	Total Installment	Prin Bal Payoff Int	Total Payoff
X0091	4712-16-302-072 SCHOOL LAKE AQUAT QUESENBERRY MICHAEL 2848 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	0.00 0.00	0.00
X0091	4712-16-302-086 SCHOOL LAKE AQUAT WARNE THOMAS 10178 SKEMAN RD BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-087 SCHOOL LAKE AQUAT DESHANO RAYMOND & JANET 10164 SKEMAN RD BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-090 SCHOOL LAKE AQUAT TAVAROZZI FRANK 4501 GOLF VIEW CT BRIGHTON MI 48116	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-091 SCHOOL LAKE AQUAT ROSE SUSAN M 525 VICTORIA BRIGHTON MI 48116	0.00 0.00	0.00		0.00	0.00 0.00	0.00
X0091	4712-16-302-097 SCHOOL LAKE AQUAT KINCZKOWSKI LEONARD & CHARLOTTE 3010 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-099 SCHOOL LAKE AQUAT CONELY JOHN 7208 GRAND RIVER AVE BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-100 SCHOOL LAKE AQUAT KOFahl MATTHEW 2998 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-103 SCHOOL LAKE AQUAT RICE CHRISTOPHER & SHERRI 3172 PARK DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-104 SCHOOL LAKE AQUAT MARSHALL RYAN & DAWN 3156 PARK DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-105 SCHOOL LAKE AQUAT HANE ELSA & CHESTER & ET AL 24811 RIVERDALE DR DEARBORN MI 48124	0.00 0.00	0.00		0.00	258.00 0.00	258.00

03/06/2019
09:12 AM

Special Assessment Roll for TOWNSHIP OF BRIGHTON
Roll for Year 2019
Population: Special Assessment District (X0091)
Special Population All Active Parcels

Page: 5/7
DB: Brighton.Sad

Sp. District Heading	Parcel # Owner	Principal Admin Fee	Interest Penalty	Addtl Penlty Cert Fee	Total Installment	Prin Bal Payoff Int	Total Payoff
X0091	4712-16-302-106 SCHOOL LAKE AQUAT MCCURDY RONALD & SHERRIE 17329 LILYPAD CT NORTHVILLE MI 48168	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-107 SCHOOL LAKE AQUAT 3124 PARK DR LLC 3092 PARK DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-108 SCHOOL LAKE AQUAT FUCHS ROBERT & SUSAN 3092 PARK DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-109 SCHOOL LAKE AQUAT BRUNKEN BRADLEY & SUSAN TRUST 3076 PARK DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-110 SCHOOL LAKE AQUAT SCHERBA MADHUCHHANDA 3060 PARK DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-111 SCHOOL LAKE AQUAT NELSON BRANDON & LISA 3055 PARK DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-112 SCHOOL LAKE AQUAT GROHS DONALD 3071 PARK DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-113 SCHOOL LAKE AQUAT LUTES ALLAN 3087 PARK DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-114 SCHOOL LAKE AQUAT CARLSON ROBERT 3103 PARK DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-115 SCHOOL LAKE AQUAT ELLIOTT MARK E & LINDA 3135 PARK DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-116 SCHOOL LAKE AQUAT CARR KURT J & JULIE L 3151 PARK DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00

03/06/2019
09:12 AM

Special Assessment Roll for TOWNSHIP OF BRIGHTON
Roll for Year 2019
Population: Special Assessment District (X0091)
Special Population All Active Parcels

Page: 6/7
DB: Brighton.Sad

Sp. District Heading	Parcel # Owner	Principal Admin Fee	Interest Penalty	Addtl Penlty Cert Fee	Total Installment	Prin Bal Payoff Int	Total Payoff
X0091	4712-16-302-117 SCHOOL LAKE AQUAT MYERS CORNELIUS 10127 SKEMAN RD BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-120 SCHOOL LAKE AQUAT MILEY ROBERT & SUSAN 10183 SKEMAN RD BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-121 SCHOOL LAKE AQUAT SAWALICH CHARLES & CYNTHIA TRUST 2806 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-122 SCHOOL LAKE AQUAT EBEJER PETER & MELAND MELISSA 10105 SKEMAN RD BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-123 SCHOOL LAKE AQUAT ELAINE MICHLING REVOCABLE TRUST 10171 SKEMAN RD BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-124 SCHOOL LAKE AQUAT COUCH KEITH & MARY 2916 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-126 SCHOOL LAKE AQUAT TORMA FORBES JASON 3026 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-127 SCHOOL LAKE AQUAT LEWIS CASEY 10157 SKEMAN RD BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-129 SCHOOL LAKE AQUAT KOFAHL CURT & LINDA 3070 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-130 SCHOOL LAKE AQUAT ROSE KEVIN 2898 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	258.00 0.00	258.00
X0091	4712-16-302-131 SCHOOL LAKE AQUAT ROSE KEVIN 2898 CADY DR BRIGHTON MI 48114	0.00 0.00	0.00		0.00	0.00 0.00	0.00

03/06/2019
09:12 AM

Special Assessment Roll for TOWNSHIP OF BRIGHTON
Roll for Year 2019
Population: Special Assessment District (X0091)
Special Population All Active Parcels

Page: 7/7
DB: Brighton.Sad

Sp. District Heading	Parcel # Owner	Principal Admin Fee	Interest Penalty	Addtl Penlty Cert Fee	Total Installment	Prin Bal Payoff Int	Total Payoff
X0091 TOTALS: 66		0.00 0.00	0.00		0.00	15,996.00 0.00	15,996.00
UNIT 12 TOTALS: 66		0.00 0.00	0.00		0.00	15,996.00 0.00	15,996.00
Total Parcels: 66		0.00 0.00	0.00		0.00	15,996.00 0.00	15,996.00

1954 PA 188 Proceedings

CERTIFICATE

To the Clerk and Township Board

Brighton Township
Livingston County, Michigan

Dear Officials:

This is to certify that I, Patrick Michel, the Supervisor, has caused the Assessor of Record of Brighton Township, Livingston County, Michigan, to verify the parcels for special assessment district **S-I-02-2019**, to be established for the purpose of road improvements in the proposed special assessment district for School Lake. Parcels will be assessed in accordance with the petition and with all resolutions adopted by the Board of Trustees.

I do hereby certify that the assessment roll and all assessment records have been verified with Township Records, as to the record owners of all property within the Township of Brighton and within the area set forth in the proposed assessment district as of the date stated below.



03/08/2019

Patrick Michel, Supervisor
Charter Township of Brighton

Date

AGENDA NOTES

MEETING DATE: March 18, 2019

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: FY 2019-20 Budget Public Hearing

EXPLANATION OF TOPIC:

As required by statute the attached notice has been published notifying the public of their ability to access the proposed budget and come before the Township Board and speak on the topic of the proposed budget.

Public comments will be received on March 18, 2019. Any comments that are raised may be incorporated into the final budget which is required to be adopted prior to March 31, 2019.

After the budget resolution is adopted the final budget will be posted on the Township website with budget cover letter and exhibits.

SUPPORTING DOCUMENTS:

- Proposed FY2019-20 Budget
- Public Notice

POSSIBLE COURSES OF ACTION:

- Public Hearing

SUGGESTED MOTION: N/A

ROLL CALL VOTE REQUIRED? N/A

Ultra-Low 3[®]
Step-In

GET A FREE KOHLER
NIGHTLIGHT TOILET SEAT
AFTER YOUR IN-HOME QUOTE

The Walk-In Bath Designed by Kohler

With the safety features you need and the spa-like experience you crave, the KOHLER® Walk-In Bath delivers a secure, comfortable soak every time. Stay in the home you love for years to come.

The Kohler Price Promise

We designed our Price Promise to give you the exact cost of your walk-in bath down to the penny. Some companies offer only an estimate, leaving the ultimate cost a mystery until installation day. With Kohler, you won't have any surprise fees or hidden costs.

**FINANCING
AVAILABLE**

TO QUALIFIED
PURCHASERS 

CALL FOR A FREE IN-HOME QUOTE

517-334-0098

*Limited time offer. Valid through March 31st, 2019. Participating dealers only. Not available in AK, HI or Nassau County, NY, Suffolk County, NY, Westchester County, NY and Buffalo County, WI. Also may not be available in other areas. Dealer will provide customer with certificate for free KOHLER® Nightlight toilet seat upon completion of custom quote. A certificate will be provided for quotes that are scheduled but not completed. Certificates for free products are issued directly from Kohler Co. Cannot be combined with any other advertised offer. Installation of toilet seat not included. Walk-in Bath installed in as little as a day. **Contact your local dealer for financing details.

Brighton Main Club Building
465 West Main Street, Brighton, MI
*Information Session
Thursday, April 4 6:30 - 7:30 p.m.
16 week Classes Begin April 25
Followed by monthly maintenance sessions
Thursdays, 6:30 - 7:30 p.m.

Whitmore Lake Community Senior Center
9101 Main Street
Whitmore Lake, MI
16 week Classes Begin February 5
Followed by monthly maintenance sessions
Tuesdays, 6:30 - 7:30 p.m.

St. Joseph Mercy Chelsea
775 South Main Street, Chelsea, MI
*Information Session
Monday, January 28, 2 - 3 p.m.
16 week Classes Begin February 25
Followed by monthly maintenance sessions
Mondays, 2 - 3 p.m.

The Livingston County program is being supported by Grant Number TH060976008, Scaling the National Diabetes Prevention Program in Underserved Areas, from the Centers for Disease Control and Prevention.

For additional information, or to register online, visit stjoeslivingston.org

BeRemarkable.

@kristenshamius.

WEATHER

Today



Mostly clc
and not a

High 36°

Low 1

Saturday



A little rain
the afterno

High 39°

Low 1

Sunday



Very windy;
ly cloudy wi
shower

High 40°

Low 1

Monday



Chilly with ti
of sun and c

High 35°

Low 2

Tuesday



Sunny

High 41°

Low 2

AccuWeather
DOWNLOAD THE FRE

Forecasts and graphics pro
by AccuWeather, Inc. ©20

ATTENTION CHARTER TOWNSHIP OF BRIGHTON RESIDENTS AND PROPERTY OWNERS

The Charter Township of Brighton Board of Trustees will hold a hearing on the adoption of the final proposed budget for the 2019-2020 Fiscal Year (April 1, 2019 – March 31, 2020).

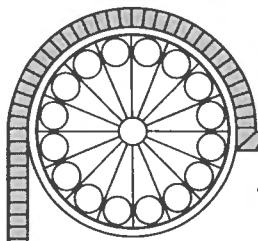
The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.

The hearing will be held on Monday, March 18, 2019 at 6:30 P.M. in the Brighton Township Hall, 4363 Buno Road, Brighton, MI 48114. The proposed budget will be available for inspection no later than Monday, March 11, 2019 in the Clerk's office at Township Hall during normal business hours. Normal business hours are 8:00 AM to 5:00 PM Monday, Wednesday, Thursday and Friday. Tuesday business hours are 8:30 AM to 5:00 PM. Closed daily for lunch from 12:30 PM - 1:30 PM.

The Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities upon notice to the Township. Individuals needing assistance should contact the Township Manager at 810.229.0550 or in writing at the above address.

Written comments concerning the proposed Budget may be submitted to the Office of the Township Clerk at 4363 Buno Road, Brighton, MI 48114 or by e-mail to clerk@brightontwp.com prior to the public hearing and will be made a part of the official record. Please add "Budget" to the subject line. For additional information please contact Brian Vick, Township Manager, at 810.229.0550 or email to manager@brightontwp.com

Joseph R. Riker, Clerk
(03-08-2019 DAILY 349804)



CHARTER TOWNSHIP OF BRIGHTON

4363 Buno Rd. • Brighton, Michigan 48114-9298 • Telephone: (810) 229-0550 Fax: (810) 229-1778
www.brightontwp.com

DRAFT BUDGET

FY 2019-2020

WORKSHEETS AND NOTES
DATED MARCH 8, 2019

101

GENERAL FUND

REVENUES

402.000 Property Taxes. We are projecting a minimal increase in taxable value due to the CPI, Any increases due to CPI and/or new growth is being offset by businesses filing under Personal Property Tax Reform (EMPP and ESA) – This 2014 legislation cuts PPT revenue to local jurisdiction and reimburses the local jurisdictions for only “essential services” (e.g. fire and police). Real property is increasing by approximately _____ % and personal property is decreasing by approximately _____ %. Total tentative TV for 2018 is \$1,085,585,229. The Proposed FY19-20 budget has 2% increase. To be filled in after March 2019 Board of Review.

423.000 Mobile home fees are the fees that mobile home parks pay per mobile home in lieu of taxes. The mobile home park pays normal real property taxes for the land and its improvements. No real property taxes are paid on the mobile homes themselves. The park owner pays \$3 per month per mobile home. The township receives 1/6 of that \$3. The schools receive 2/3 and the county 1/6.

445.000 Interest/Penalties this is interest and penalties on delinquent personal property taxes the township collects.

447.000 Property Tax Administration Fee is the 1% the township collects on all property taxes collected by the Township. The township does all of the collecting and administering of property taxes for the county, state and schools. This 1% is intended to reduce our costs for assessing and tax administration/collection. This will trend upward in conjunction with increasing property values.

448.000 Summer Tax Collection Service Charge is the fees charged to school districts and community colleges for summer tax collection. This is charged per applicable parcel.

448.100 Dog License fee the Township collects this fee, keeping a portion of the license fee (\$1.50), and pays the County the balance, per statute.

451.000 Cable TV Fee is our franchise fee collected as a percent of the bills paid by the township residents to Comcast and AT&T. Fees are calculated using todays collections. As permits for housing construction increases, historically, so too does the revenue in this third largest revenue category.

460.000 Telecommunications R.O.W. Maintenance Fee (Metro Act Fees) are fees provided to each unit of government due to the licensing requirements for

those telecommunications companies doing work in the right of way. Metro Act fees are received from AT&T, Verizon North Incorporated, and Comcast. They can only be used for activities that occur in the Road Right-Of-Way (i.e. street lighting, sidewalks etc.).

482.000 Tenant / Home Occupancy These are fees generated from reviewing proposed uses/space of an existing building as well as reviewing sewer REU's if applicable.

482.100 Temporary Use These are permit fees paid when someone wishes to use a parcel or building for a short period of time in connection with a principle use.

482.200 Land Use Permits. These are for reviewing applications for construction permits that may change the footprint of a structure.

574.000 State Revenue Sharing is the Township's share of the state sales taxes. Based on State of Michigan projections this single largest revenue source are budgeted to remain flat.

574.100 State Revenue Sharing / CVTRS In FY2018/19, The Township began participating in the CVTRS allocation.

574.200 State Revenue Sharing / CVTRS – Supplemental In FY 18/19 the State authorized a supplemental allocation to CVTRS. Any funds allocated by the State of Michigan in the future is at the discretion of the State and should not be planned as a receivable.

609.000 Planning Fees These fees include charges for site plan reviews, sign permits etc. Year to year fluctuation reflects the strength/weakness of the economy.

609.100 Zoning Fees These are fees charged to cover the costs for variance requests and/or rezoning as well as zoning plan reviews.

616.000 Tap In Fee Per Shoner Potocki v Brighton Township Settlement Agreement and Administrative Policy #818: Revenue associated with the 401 REU's will be received by the General Fund. The budget reflects 10 REU in FY 2019/20.

622.000 Soil Removal Fee These are fees charged to review the soil removal/fill permits for gravel mining operations. We have three (3) active mining operations left in the Township. The ordinance allows for permits to be issued for two year periods.

627.000 Large Item Tags. In 2015, the Township purchased 50 large item tags for \$15.00 a piece. We sell them at cost. The Treasurers' office has a good supply on hand. We do not anticipate purchasing any this year.

645.000 Sale of Materials covers photocopying, flags, maps, ordinances, master plan, etc. This stays fairly stable from year to year.

646.000 Sale of Inventory This is the sale of Township equipment that has exceeded the useful life.

650.000 Sale of Cemetery Lots This is for the sale of burial lots in one of the Townships three publically owned cemeteries.

664.000 Interest Earned is on bank accounts and CD's. We are estimating a very conservative amount of interest earned due to very low market rates.

664.001 -664.594 is interest on loans made from the general fund to other Funds.

664.405 Interest on Water Bond Payoff This will be interest paid to the General Fund from the Municipal Water Fund. (\$1,150,000 @1% 2013 loan).

664.589 Interest on Sewer Cap Res Loan This will be interest paid to the General Fund from the Sewer Capital Reserve Fund. (\$140,000 @2% 2012 loan). Per Shoner Potocki v Brighton Township Settlement Agreement and Administrative Policy #818: Interest on Loans from General Fund to the Sewer Funds – These loans are forgiven and therefor no interest will be received by the General Fund.

664.590 Interest on Sewer O & M Loan This will be interest paid to the General Fund from the Sewer Fund. (\$214,832 @2% 2004 loan). Per Shoner Potocki v Brighton Township Settlement Agreement and Administrative Policy #818: Interest on Loans from General Fund to the Sewer Funds – These loans are forgiven and therefor no interest will be received by the General Fund.

664.592 Interest on Sewer Capital Debt Loan This will be interest paid to the General Fund from the Sewer Fund. (\$431,000 @ 2% 2004 loan). Per Shoner Potocki v Brighton Township Settlement Agreement and Administrative Policy #818: Interest on Loans from General Fund to the Sewer Funds – These loans are forgiven and therefor no interest will be received by the General Fund.

664.594 Interest on Sewer Cap Debt Loan Interest paid to the General Fund from the Sewer Capital Reserve Fund. (\$1,200,000 @ 1% 2013 loan). Per Shoner Potocki v Brighton Township Settlement Agreement and Administrative Policy #818: Interest on Loans from General Fund to the Sewer Funds – These loans are forgiven and therefor no interest will be received by the General Fund.

664.595 Interest on Sewer Cap Debt Loan Interest paid to the General Fund from the Sewer Capital Reserve Fund. (\$200,000 @ 1% 2013 loan). Per Shoner Potocki v Brighton Township Settlement Agreement and Administrative Policy #818: Interest on Loans from General Fund to the Sewer Funds – These loans are forgiven and therefor no interest will be received by the General Fund.

664.596 Interest on Sewer Cap Debt Loan Interest paid to the General Fund from the Sewer Capital Reserve Fund. (\$200,000 @ 1% 2013 loan). Per Shoner Potocki v Brighton Township Settlement Agreement and Administrative Policy #818: Interest on Loans from General Fund to the Sewer Funds – These loans are forgiven and therefor no interest will be received by the General Fund.

667.000 Rent-Cell Tower is cell tower lease. Currently the leases are with American Tower and Tower Assets Newco II LLC (formerly Cingular/AT&T).

667.200 State of Michigan Lease Payment This is for the lease payment made by the State of Michigan to Brighton Township for the lease of the MSP post. The building became operational in December 2012.

669.591 Interest from SAD- County Club Annex. Final tax year - 2016

669.805 Interest from SAD- Lakeshore.

672.591 Principle from SAD- County Club Annex This is for hooking the Country Club Annex into the City water system. Final tax year - 2016

672.805 Principle from SAD - Lakeshore The Lakeshore Sad (formerly 805) fund now closed. Principle repayment to the General Fund is shown here.

675.000 PEG Fees These are funds we get from AT+T and Mi Bell for Public Education and Government Cable TV.

677.000 Reimbursement-School Elections.

BUDGET WORKSHEET

 Page: 1
 3/12/2019
 3:40 pm

Brighton Township

	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended
		Original Budget	Amended Budget	Actual Thru March			
Month: 3/31/2019							
Fund: 101 - GENERAL FUND							
Revenues							
Dept: 000							
402.000 PROPERTY TAXES	937,656	946,846	946,846	736,764	946,846	990,000	990,000
410.000 DELIQ PERSONAL PROPERTY TAXES	2,077	0	0	0	0	500	500
423.000 MOBILE HOME FEES	275	270	270	285	270	270	270
441.000 LOC COM STAB SHARE- PPT REIMB	98,976	0	0	39,723	0	80,000	80,000
445.000 INTEREST/PENALTIES	127	500	500	283	500	100	100
447.000 PROPERTY TAX ADMIN FEE	289,835	274,000	274,000	268,596	274,000	290,000	290,000
448.000 SUMMER TAX COLLECTION SVC CHG	24,952	25,000	25,000	25,186	25,000	25,000	25,000
448.100 DOG LICENSE COLLECTION FEE	545	550	550	404	550	550	550
451.000 CABLE TV FEE	331,205	340,000	340,000	244,384	340,000	330,000	330,000
460.000 TELECOMM. R.O.W. MAINT FEE	14,244	15,000	15,000	14,474	15,000	14,500	14,500
465.000 LICENSE/PERMITS	365	0	0	200	0	200	200
481.000 SIGN PERMITS	525	500	500	1,050	500	570	570
482.000 TENANT OCCUPANCY	960	1,000	1,000	600	1,000	1,000	1,000
482.100 TEMPORARY USE	1,600	1,300	1,300	700	1,300	1,300	1,300
482.200 LAND USE PERMIT	11,825	14,000	14,000	10,800	14,000	14,000	14,000
482.300 HOME OCCUPATIONS	180	120	120	120	120	120	120
574.000 STATE REVENUE SHARING	1,471,709	1,475,000	1,475,000	1,297,865	1,475,000	1,500,000	1,500,000
574.100 CVTRS	0	0	0	7,852	0	15,704	15,704
574.200 SUPPLEMENTAL	0	0	0	2,395	0	4,790	4,790
607.000 ADMINISTATIVE FEE SEWER	4,800	4,800	4,800	4,800	4,800	4,800	4,800
609.000 PLANNING FEES	88,501	50,000	50,000	40,684	50,000	30,000	30,000
609.100 ZONING FEES	14,950	8,000	8,000	18,000	8,000	11,500	11,500
615.000 PLAN REVIEW FEE	7,100	1,000	1,000	7,451	1,000	1,250	1,250
616.000 TAP IN FEE	0	0	0	184,680	0	102,600	102,600
622.000 SOIL REMOVAL FEE	2,100	0	0	0	0	2,100	2,100
625.000 ADDRESSING	720	250	250	420	250		
627.000 SALE OF TRASH TAGS	375	200	200	690	200	250	250
645.000 SALE OF MATERIALS	2,756	2,000	2,000	3,811	2,000	2,000	2,000
645.100 FOIA SALE OF MATERIALS	316	400	400	399	400	316	316
646.000 SALE OF INVENTORY	0	0	0	0	0		
650.000 SALE OF CEMETERY LOTS	0	0	0	0	0		
655.000 NSF FEE	315	100	100	35	100	100	100
656.000 FINES	0	0	0	0	0		
664.000 INTEREST EARNED	54,621	25,000	25,000	67,788	25,000	25,000	25,000
664.405 INT- LOAN WATER BOND PAYOFF	11,500	11,500	11,500	11,500	11,500	11,500	11,500
664.589 INTEREST CAPITAL RES LOAN 2012	2,800	0	0	0	0		

BUDGET WORKSHEET

 Page: 2
 3/12/2019
 3:40 pm

Brighton Township

	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended
		Original Budget	Amended Budget	Actual Thru March			
Month: 3/31/2019							
Fund: 101 - GENERAL FUND							
Revenues							
Dept: 000							
664.590 INTEREST SEWER O & M LOAN 2004	4,297	0	0	0	0		
664.592 INTEREST CAP DEBT LOAN 2004	8,620	0	0	0	0		
664.594 INTEREST CAP DEBT LOAN 2013	12,000	0	0	0	0		
664.595 INTEREST CAP DEBT LOAN 09/13	2,000	0	0	0	0		
664.596 INTEREST CAP DEBT LOAN 12/13	2,000	0	0	0	0		
667.000 RENT- CELL TOWER	92,958	90,000	90,000	89,946	90,000	92,000	92,000
667.200 RENT- MSP	137,484	137,490	137,490	137,484	137,490	137,490	137,490
668.000 RENT- MEETING ROOM	200	200	200	400	200	200	200
669.805 LAKESHORE SAD INTEREST	1,373	0	0	0	0		
671.000 OTHER REVENUE	4	500	500	131	500	100	100
675.000 COMCAST/ AT&T PEG FEES	26,342	35,000	35,000	16,711	35,000	20,000	20,000
676.000 REIMBURSEMENT	6,627	0	0	12,705	0		
677.000 REIMBURSEMENT- ELECTIONS	5,976	5,000	5,000	6,755	5,000	37,500	37,500
678.000 REINMBURSEMENT-STATE PRIMARY	0	0	0	0	0		
687.000 REFUNDS	5,682	0	0	4,033	0		
688.100 REIMBURSE SEWER CHARGEBACKS	0	0	0	0	0		
692.000 REALIZED GAIN (LOSS)	0	0	0	0	0		
694.000 CASH OVER AND SHORT	18	0	0	0	0		
699.257 TRAN IN BUDGET STABLILZ	0	0	0	0	0		
699.999 APPROPRIATION TRAN IN FUND BAL	0	0	0	0	0		
Dept: 000	3,683,491	3,465,526	3,465,526	3,260,104	3,465,526	3,747,310	3,747,310
							0

GENERAL FUND 101 EXPENDITURES

LEGISLATIVE – TOWNSHIP BOARD 101

702.000 Trustee Wages These are wages paid to Township Trustees. Additional funds have been budgeted, contingent upon Board approval.

715.000 FICA is social security which represents the employer's required contribution.

715.010 Medicare is Medicare which represents the employer's required contribution.

716.600 Discretionary Increase - This line item allocates funds based on 2.9% of wages and is budgeted for distribution for merit and/or inflationary adjustment contingent upon Board approval. This coincides with Board Action of June 23, 2014 regarding the April 1, 2014 Classification and Compensation Study prepared by Municipal Consulting Services. Each January the Board will review the Bureau of Labor Statistics CPI U, Midwest Region, December to December report with the goal of maintaining all positions within +/- 5% of the mid-point as stated in Appendix C-i and Section II, Table 1, Page II-1 which should be adjusting annually. Municipal Consulting Services updated the wage analysis in June 2017.

717.000 Life Insurance This is life insurance for the township trustees.

718.000 Pension / DC This is the employer cost for trustees to participate in the defined contribution plan, which is 25% of all wages paid to the four board members.

718.100 Pension Fees. This is the ongoing administrative fees for the administration of the defined contribution plan for current and former Trustees.

818.000 Consulting. Consulting for the legislative board not associated with a particular project. This includes funding for the Capital Improvement Plan/ Fiscal Analysis.

819.000 Engineering Services are expenditures related to general engineering assistance that is needed during the fiscal year that aren't related to specifically designated projects within the sewer, water or planning department.

860.000 Education includes the expenses for conventions, seminars, workshops and meetings for the trustees.

900.000 Printing & Publishing is for legal notices primarily meeting minutes. It also includes legislative items such as ordinance adoption. Notices related to a specific department are accounted for in those activity centers.

900.100 Ordinance Codification Zoning Ordinance changes are posted internally. The general ordinances are still on the Muni Code system and there is a fee for this. This number will fluctuate based upon frequency of ordinance revisions/adoptions.

958.000 Dues: Estimated Rates: MTA (\$6,100), SEMCOG (\$2,300), MIDEAL (200), Brighton Chamber of Commerce (200), MML Workers Comp (\$175).

958.700 Economic Development. This is for our contribution for participating with EDC/SPARK.

958.750 Small Business Development. This is for the County Small Business Development and Technology Center.

969.000 Contingencies This is an amount that is available to provide various activity centers additional funds if something unexpected arises during the year.

970.000 Capital Outlay for office equipment as needed. None are known at this time.

BUDGET WORKSHEET

Page: 3
3/12/2019
3:40 pm

Brighton Township

	Prior Year Actual	Current Year			Estimated Total	(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru March				
Month: 3/31/2019								
Fund: 101 - GENERAL FUND								
Revenues								
Total Revenues	3,683,491	3,465,526	3,465,526	3,260,104	3,465,526	3,747,310	3,747,310	0
Expenditures								
Dept: 101 LEGISLATIVE-TWSP BOARD								
702.000 SALARY-ELECTED	29,696	30,280	30,375	27,205	30,375	30,580	30,580	
715.000 FICA	1,841	1,880	1,886	1,686	1,886	1,900	1,900	
715.010 MEDICARE	431	440	442	395	442	450	450	
716.600 DISCRETIONARY INCREASE	0	28,000	17,650	0	17,650	29,500	29,500	
717.000 LIFE INSURANCE	259	220	220	206	220	240	240	
718.000 PENSION	7,406	7,510	7,531	6,946	7,531	7,650	7,650	
718.100 PENSION FEES	148	600	600	108	600	600	600	
727.000 SUPPLIES	274	500	500	104	500	500	500	
811.100 WORKERS'COMP	48	70	71	36	71	80	80	
818.000 CONSULTING	9,362	10,000	10,000	8,065	10,000	10,000	10,000	
819.000 ENGINEERING SERVICES	13,239	15,000	15,000	5,102	15,000	15,000	15,000	
860.000 EDUCATION	616	4,000	4,000	175	4,000	4,000	4,000	
873.000 MILEAGE/TRAVEL	34	500	500	8	500	500	500	
900.000 PRINTING & PUBLISHING	10,780	10,000	10,000	9,049	10,000	11,000	11,000	
900.100 ORDINANCE CODIFICATION	1,150	8,000	8,000	1,150	8,000	8,000	8,000	
958.000 DUES	7,456	9,500	9,500	9,107	9,500	9,500	9,500	
958.700 ECONOMIC DEVOPMENT	0	19,800	19,800	0	19,800	19,800	19,800	
969.000 CONTINGENCIES	0	1,000	1,000	0	1,000	1,000	1,000	
970.000 CAPITAL OUTLAY	0	0	0	0	0			
LEGISLATIVE-TWSP BOARD	82,740	147,300	137,075	69,342	137,075	150,300	150,300	0

SUPERVISOR

171

702.000 Supervisor Wages These are the wages for the Township Supervisor. See notes per 101.716.600. Additional funds have been budgeted, contingent upon Board approval.

718.000 Pension / DC Is the employer cost for the Supervisor to participate in the defined contribution plan which is 10% of the Supervisors wages.

958.000 Dues are for the State Supervisor's organization.

970.000 Capital Outlay Various capital outlay items to improve the efficiency and operation of the Supervisor's office.

BUDGET WORKSHEET

Brighton Township

Page: 4
3/12/2019
3:40 pm

Month: 3/31/2019	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 101 - GENERAL FUND											
Expenditures											
Dept: 171 SUPERVISOR											
702.000 SALARY-ELECTED	30,712	31,310	31,410	28,135	31,410	31,630	31,630				
715.000 FICA	1,904	1,950	1,960	1,744	1,960	1,970	1,970				
715.010 MEDICARE	445	460	463	408	463	460	460				
717.000 LIFE INSURANCE	31	70	70	62	70	70	70				
718.000 PENSION	3,064	3,110	3,120	2,873	3,120	3,170	3,170				
718.100 PENSION FEES	37	200	200	27	200	200	200				
727.000 SUPPLIES	91	200	200	0	200	200	200				
811.100 WORKERS'COMP	43	70	72	36	72	80	80				
860.000 EDUCATION	0	600	600	0	600	600	600				
873.000 MILEAGE/TRAVEL	0	200	200	0	200	200	200				
958.000 DUES	0	200	200	0	200	200	200				
969.000 CONTINGENCIES	0	500	500	0	500	500	500				
970.000 CAPITAL OUTLAY	0	1,500	1,500	2,047	1,500	1,500	1,500				
SUPERVISOR	36,327	40,370	40,495	35,332	40,495	40,780	40,780				
							0				

ADMINISTRATION

172

Activity center is called Administration-Manager because this activity center covers the Manager's functions and other administrative functions such as answering phones, customer service and general information performed by the receptionist.

703.000 Salary Full-Time This is the salary line item for the Township Manager. See notes per 101.716.600. Additional funds have been budgeted, contingent upon Board approval.

706.000 Hourly Full-Time This is the line item for the Assistant to the Township Manager. The receptionist (60%) is in this budget line and to the Assessing Department (40%). See notes per 101.716.600. Additional funds have been budgeted, contingent upon Board approval.

707.000 Hourly Part-Time The receptionist is a full-time position and has been included in line 172.706. Limited funds remain budgeted to cover peak hours, peak days, peak seasons and/or vacations. Additional funds have been budgeted, contingent upon Board approval.

716.000 HEALTH INSURANCE This is the employer contribution for health insurance which is offered to all full-time employees. This line item reflects the current policy adopted by the Township Board.

716.100 HRA/HSA In FY 15/16 the Township first offered an HSA to eligible employees as the Township moved to a high-deductible health care plan. Prior to FY 15/16 the Township participated in an HRA contribution to eligible employees.

718.000 Pension The Manager participates in the townships defined contribution plan and the employer cost is allocated here. Assistant to Manager and Receptionist contribution to MERS is allocated here.

818.000 Consulting This is for consulting services that may be needed in human resources (HR).

860.000 Education This is for educational conferences/seminars, in accordance with Township policies.

958.000 Dues are for professional organizations, such as ICMA and MLGMA.

969.000 Contingencies This is for unanticipated expenses.

970.000 Capital Outlay for office equipment as needed.

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6)	(7)	(8)				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 101 - GENERAL FUND											
Expenditures											
Dept: 172 ADMINISTRATION-MANAGER											
703.000 SALARY-NOT ELECTED	105,761	107,630	107,930	97,226	107,930	108,720	108,720				
706.000 HOURLY FULL TIME	66,736	70,190	71,440	64,402	71,440	74,610	74,610				
707.000 HOURLY- PART TIME	491	1,000	1,000	0	1,000	1,000	1,000				
715.000 FICA	10,932	11,290	11,385	10,170	11,385	11,630	11,630				
715.010 MEDICARE	2,557	2,640	2,665	2,378	2,665	2,720	2,720				
716.000 HOSPITALIZATION INSURANCE	8,065	8,360	8,029	8,326	8,029	8,120	28,120				
716.100 HRA/HSA	1,590	1,590	1,921	1,921	1,921	1,910	5,740				
716.500 PAYMENT IN LIEU OF HEALTH INS	3,200	3,200	3,200	2,400	3,200	3,200	3,200				
717.000 LIFE INSURANCE	692	660	660	640	660	680	680				
718.000 PENSION	9,178	14,510	14,607	12,993	14,607	15,120	15,120				
719.000 DISABILITY INS	2,799	2,640	2,640	2,559	2,640	2,760	2,760				
727.000 SUPPLIES	312	500	500	313	500	500	500				
730.000 POSTAGE	217	300	300	426	300	325	325				
811.100 WORKERS'COMP	456	770	778	394	778	850	850				
818.000 CONSULTING	0	1,000	1,000	0	1,000	1,000	1,000				
860.000 EDUCATION	1,808	4,000	4,000	2,049	4,000	4,000	4,000				
873.000 MILEAGE/TRAVEL	126	1,000	1,000	135	1,000	1,000	1,000				
958.000 DUES	1,108	1,950	1,950	1,409	1,950	2,000	2,000				
969.000 CONTINGENCIES	286	1,000	1,000	0	1,000	1,000	1,000				
970.000 CAPITAL OUTLAY	852	2,000	2,000	800	2,000	2,000	2,000				
ADMINISTRATION-MANAGER	217,166	236,230	238,005	208,541	238,005	243,145	266,975				
							0				

191

Elections are a statutory duty of a township clerk. Duties included administering elections and various ongoing election activities such as voter registration, training, and QVF (Qualified Voter File) maintenance. As a result of election consolidation and because we are an opt-in community, we administer school elections for three (3) of our four (4) school districts in addition to gubernatorial and presidential primary and general elections and special elections. The school districts within our geographic boundary are Brighton Area Schools, Hartland Consolidated Schools and Howell Public Schools. The fourth school district is Huron Valley Schools which currently has no registered voters within this physical area; only the GM Proving Grounds. Elections can be scheduled on any of three regular election dates (May, August, November). The exception is in the year of presidential primaries - then there is a Presidential Primary held in March.

We have budgeted for two elections in FY' 2019-20 as there are no regularly scheduled elections. Brighton Area Fire Authority has requested a May millage and It is anticipated that Brighton Area Schools will go out for a November millage. In even years we have a both a Primary and General Election. Revenues include a projected reimbursement for conducting the BAS election in the precincts within that school district as well as BAFA for all precincts in the township.

702.000 Salary This is where the wages for the Clerk are listed; time is split between Elections (191) and Clerk (215) and varies from year to year depending on the projected election activities.

704.000 Deputy This is where the wages for the Deputy are listed; time is split between Elections (191) and Clerk (215) and varies from year to year depending on the projected election activities. This is an approved full-time position and is budgeted full time but currently staffed part-time. This is due to the retirement of the previous deputy clerk and shifting of responsibilities. The new Clerk will determine work assignments and workload for statutory duties* assigned to the deputy clerk and full-time staff performing statutory duties.

706.000 Hourly full-time This is time that the accountant and clerk assistant spends on elections.

707.000 Hourly part-time Wages for additional support staff during peak election times.

714.000 Election worker covers the cost of the poll worker for Election Day activities. All election workers have to be recertified and trained every two years and this will occur again in FY'2020-21.

716.000 Hospitalization This amount reflects the split between Elections (191) and Clerk (215) for eligible employees. Currently three people are eligible for health insurance.

718.000 Pension The amount reflects the percentage break-down between Elections (191) and Clerk (215) for the upcoming fiscal year. Costs include the employer portion of the MERS contribution for full-time employees in the Defined Benefit Division Plan(s) and an additional 4% of funding in the Full Time General Employees Division. This is to help offset future pension costs and meet actuarial projections. All MERS plans require employee participation.

727.000 Supplies are for miscellaneous supplies related to elections (voter registration cards, master cards, AV applications, AV envelopes, precinct supplies, etc.). Also includes updated election related materials needed to meet the requirements for straight ticket voting and no reason AV voting due to the passing of Proposal 18-3, Promote the Vote.

730.000 Postage for miscellaneous election related mail.

737.000 Small equipment expense includes monies for small equipment needs.

818.100 Consulting and Accuracy Testing Michigan election law requires that public accuracy tests be conducted on all voting machines. This also includes monies for ballot programming.

860.000 Education Training and education plans include work related education. MI Election law requires the new clerk and deputy to be certified in election administration prior to administering an election. Inspector certification takes place every two (2) years.

873.000 Mileage Covers mileage and/or travel to meetings/conferences etc.

900.000 Printing & Publishing Covers costs for miscellaneous printing and/or publication costs.

931.000 Equipment Maintenance & Repair This is for the election equipment maintenance. The new election equipment is under warranty and we do not start paying for ongoing maintenance until Year 6 (2022). This note is included as a place holder for future budgets.

940.000 Equipment Rental We rent a truck for the delivery and tear-down of election equipment in the precincts outside of township hall.

970.000 Capital Outlay Monies to replace QVF monitors/scanners.

Note: There are no line item allowances for computer support services or telephone because these items are currently allocated to the 299 department.

There are some costs directly associated with elections for these activities that the board may want to consider including in the elections department budget versus the 299 department.

BUDGET WORKSHEET

Page: 6
3/12/2019
3:40 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6)	(7)	(8)
	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 191 ELECTIONS							
702.000 SALARY-ELECTED	9,644	16,360	16,440	14,322	16,440	13,220	13,220
704.000 WAGES - DEPUTY		16,135	42,850	43,110	22,965	43,110	32,880
706.000 HOURLY FULL TIME		314	6,300	6,400	7,178	6,400	5,190
707.000 HOURLY- PART TIME		188	7,000	7,000	1,698	7,000	1,000
714.000 ELECTION WORKER		2,362	42,788	39,388	31,061	39,388	30,000
715.000 FICA		1,629	4,500	4,530	2,862	4,530	3,250
715.010 MEDICARE		381	1,050	1,060	669	1,060	760
716.000 HOSPITALIZATION INSURANCE		3,083	7,480	7,068	6,194	7,068	6,510
716.100 HRA/HSA		540	900	1,313	1,313	1,150	1,150
717.000 LIFE INSURANCE		73	140	140	118	140	250
718.000 PENSION		405	2,460	2,475	2,422	2,475	1,540
719.000 DISABILITY INS		0	60	60	51	60	570
727.000 SUPPLIES		1,258	8,000	8,000	5,649	8,000	10,000
730.000 POSTAGE		1,352	10,000	10,000	7,443	10,000	10,000
737.000 SMALL EQUIPMENT EXPENSE		0	300	300	0	300	100
811.100 WORKERS'COMP		95	270	275	118	275	210
818.100 CONSULTING-ACCURACY TESTING		125	7,000	10,400	10,324	10,400	11,000
860.000 EDUCATION		833	2,000	2,000	596	2,000	1,500
873.000 MILEAGE/TRAVEL		26	1,000	1,000	58	1,000	500
900.000 PRINTING & PUBLISHING		70	300	300	180	300	1,500
931.000 EQUIPMENT MAINTENANCE & REPAIR		0	0	0	0	0	
940.000 EQUIPMENT RENTAL		86	500	500	191	500	400
958.000 DUES		373	300	300	255	300	200
969.000 CONTINGENCIES		0	500	500	0	500	500
970.000 CAPITAL OUTLAY		9,488	1,000	1,000	0	1,000	500
ELECTIONS	48,460	163,058	163,559	115,667	163,559	132,730	132,730
							0

ASSESSING 209

The Assessing Department is responsible for determining the fair market value of all real and personal property throughout the township. These values are used to determine the amount of taxes paid by each property owner.

703.000 Salary Non – Elected includes the salary for the Assessor position only. See notes per 101.716.600. Additional funds have been budgeted, contingent upon Board approval.

706.000 Hourly Full Time includes the wages for the Assistant Assessor and 40% of Receptionist. See notes per 101.716.600. Additional funds have been budgeted, contingent upon Board approval.

707.000 Hourly part-time – The assessing clerk is budgeted here. Additional funds have been budgeted, contingent upon Board approval.

707.090 Wages – Clerical Over-time includes the anticipated overtime wages during Board of Review. Overtime is paid to the Assistant Assessor. Typically, the Assistant Assessor takes comp time instead of overtime pay. However, the employee may decide later that the employee would like to be paid for the extra hours worked, so this amount was included in our budget. 20 hours of overtime is estimated.

708.000 Per Diem Comp. Is compensation paid to Board of Review members. We have budgeted one (1) Board of Review.

716.000 Health Insurance This is the employer contribution for health insurance which is offered to all full time employees. This line item reflects the current policy adopted by the Township Board.

716.100 HRA/HSA In FY 15/16 the Township first offered an HSA to eligible employees as the Township moved to a high-deductible health care plan. Prior to FY 15/16 the Township participated in an HRA contribution to eligible employees.

716.500 Payment in Lieu of Health Ins. The Township offers a cash incentive for employees to take health insurance through their spouses employer if offered.

718.000 Pension. All full time general employees and full time elected officials participate in an employer provided Defined Benefit retirement plan; both divisions are historically fully funded. The Board has approved an additional 4% of funding beyond the actuarial required funding (ARC) for the MERS eligible employees to help offset future pension costs.

727.000 Supplies include miscellaneous office supplies.

860.000 Education includes any assessing related continuing education classes that are offered throughout the year. The State Tax Commission requires all certified assessor's take a six hour renewal class annually in order to maintain their certification level. They also require a standards and ethics course be taken every 5 years. On top of the required classes to maintain your current level of certification, many classes are required to increase your level, or obtain additional certifications such as personal property examiner. The State Tax Commission offers many classes throughout the year to inform assessors of any changes in the laws. While these classes are not mandatory, they are imperative to performing our jobs in accordance to the laws.

Also included in the education budget is the cost for several miscellaneous meetings that are offered throughout the year by the different assessors associations. These meetings usually include a topic of discussion with a keynote speaker. It is important to attend these meetings to stay informed of any upcoming legislative changes.

873.000 Mileage / Travel is to cover any mileage expenses when employees must drive their own personal vehicles for township business. In the event that the township vehicle is in use, at times it will be necessary for someone to use their own vehicle for township business.

958.000 Dues. This is for membership in professional Assessor organizations.

970.000 Capital Expenditures Per the I.T. consultant inventory and replacement prioritization. I.T. related expenses (monitors and work stations) will be charged in 101.299.970.000.

BUDGET WORKSHEET

 Page: 7
 3/12/2019
 3:40 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6)	(7)	(8)
	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 209 ASSESSOR							
703.000 SALARY-NOT ELECTED	72,959	74,230	75,430	67,629	75,430	76,110	76,110
706.000 HOURLY FULL TIME	58,668	59,850	61,260	53,790	61,260	63,620	63,620
707.000 HOURLY- PART TIME	20,570	21,660	22,060	18,505	22,060	23,000	23,000
707.090 WAGES - CLERICAL O/T	0	930	930	0	930	1,000	1,000
708.000 PER DIEM COMP	1,785	4,000	4,000	210	4,000	4,000	4,000
715.000 FICA	9,477	9,770	9,960	8,788	9,960	10,200	10,200
715.010 MEDICARE	2,217	2,290	2,335	2,056	2,335	2,390	2,390
716.000 HOSPITALIZATION INSURANCE	41,112	42,700	41,150	45,110	41,150	43,280	43,280
716.100 HRA/HSA	7,200	7,200	8,750	8,750	8,750	7,660	7,660
716.500 PAYMENT IN LIEU OF HEALTH INS	800	800	800	600	800	800	800
717.000 LIFE INSURANCE	638	610	610	590	610	630	630
718.000 PENSION	5,423	14,370	14,500	12,831	14,500	15,670	15,670
719.000 DISABILITY INS	2,172	2,030	2,030	1,971	2,030	2,120	2,120
727.000 SUPPLIES	698	1,500	1,500	379	1,500	1,500	1,500
730.000 POSTAGE	3,985	5,300	5,300	3,938	5,300	5,300	5,300
811.100 WORKERS'COMP	834	1,400	1,425	718	1,425	1,300	1,300
860.000 EDUCATION	2,572	3,500	3,500	1,272	3,500	3,500	3,500
873.000 MILEAGE/TRAVEL	224	200	200	175	200	200	200
900.000 PRINTING & PUBLISHING	1,876	2,800	2,800	221	2,800	2,800	2,800
958.000 DUES	780	1,100	1,100	400	1,100	1,100	1,100
969.000 CONTINGENCIES	0	500	500	0	500	500	500
970.000 CAPITAL OUTLAY	1,999	2,000	2,000	856	2,000	2,000	2,000
ASSESSOR	235,989	258,740	262,140	228,789	262,140	268,680	268,680
							0

**Clerk
215**

The clerk's office is responsible for general ledger, accounts payable, payroll, utility billing, records management, cemetery records, some communications including the newsletter and bulletin boards, township hall reservations, large item drop off, solicitor's permits and elections.

702.000 Salary – This is where the wages for the Clerk are listed; time is split between Elections (191) and Clerk (215) and varies from year to year depending on the projected election activities.

704.000 Deputy – This is where the wages for the Deputy are listed; time is split between Elections (191) and Clerk (215) and varies from year to year depending on the projected election activities. This is an approved full-time position and is budgeted full time but currently staffed part-time. This is due to the retirement of the previous deputy clerk and shifting of responsibilities. The deputy's work schedule ramps up during elections. The new Clerk will determine work assignments and workload for statutory duties* assigned to the deputy clerk and full-time staff performing statutory duties.

706.000 Hourly full-time and 707.000 Hourly part-time – Wages for full-time accountant and full-time clerk assistant. Hourly part-time is for the addition of staffing for FOIA, during vacations, seasonal demands and/or extended leave periods.

716.000 Hospitalization – This amount reflects the split between Elections (191) and Clerk (215) for eligible employees.

718.000 Pension – The amount reflects the percentage break-down between Elections (191) and Clerk (215) for the upcoming fiscal year. Costs include the employer portion of the MERS contribution for full-time employees in the Defined Benefit Division Plan(s) and an additional 4% of funding in the Full Time General Employees Division. This is to help offset future pension costs; meet actuarial projections. All MERS plans require employee participation.

737.000 Small equipment expense includes monies for office equipment such as labelers, digital recorder and supplies, calculator adding machine, etc.

807.000 Audit services is the line item for the money allocated for the audit of the clerk's books (General Ledger) and is shared between the clerk, treasurer, sewer and water. This line item reflects the clerk's portion of that expense.

826.200 Record Retention Services – Covers costs for record storage, retrieval and destruction. We have implemented a regular purging and destruction schedule to assist us with maintaining proper records and purchase plastic-type boxes for permanent records instead of the paper banker boxes. Currently some records are stored off site at the Fire Hall. No monies have been included for

rental of storage space or renovations of existing space but it might have to be considered in the future.

860.000 Education – Training and education plans include work related education in the areas of Record Retention, FOIA, clerking, records, and applicable software training and user groups, and attendance at the annual Michigan Association of Municipal Clerks conference, International Institute of Municipal Clerks trainings in-state, MI Government Finance Officers Association and Regional meetings. Current staff have completed the Clerks' Institute but it is recommended that the new Clerk attend. It is a three-year program.

873.000 Mileage Covers mileage and/or travel to various meetings, trainings and conferences.

900.000 Printing & Publishing – Covers costs for miscellaneous printing and/or publication costs (i.e. job postings, special notices, etc.)

900.200 Newsletter – Covers cost of printing two newsletters per year to be mailed with the summer and winter tax bills. The Board should consider if it wants to continue with the newsletter and if so, should it be charged to either Administration or Legislative Board.

958.000 Dues – Membership and subscription costs to various professional organizations (LCMCA, MAMC, IIMC, MGFOA, ARMA, etc.)

970.000 Capital Outlay – Monies for the purchase of new equipment as applicable.

Note: Computer support services are now included under the 299 department. However, additional monies should be allocated to the clerk's office for software support if the 299 department is abandoned. This would include our ongoing support through Fund Balance for our General Ledger, Utility Billing, Payroll and Payables programs and the Cash Receipts transfer software. Additionally, the cost to accept utility bill credit card payments must be incorporated into either the 299 budget or the sewer budget. No monies have been included for the purpose of upgrading any operating systems.

BUDGET WORKSHEET

 Page: 8
 3/12/2019
 3:40 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 101 - GENERAL FUND											
Expenditures											
Dept: 215 TOWNSHIP CLERK											
702.000 SALARY-ELECTED	54,616	49,060	49,180	43,465	49,180	52,860	52,860				
704.000 WAGES - DEPUTY	16,925	10,750	10,825	17,367	10,825	21,920	21,920				
706.000 HOURLY FULL TIME	84,591	86,340	87,690	75,498	87,690	87,240	87,240				
707.000 HOURLY-PART TIME	0	10,000	10,000	721	10,000	3,000	3,000				
715.000 FICA	9,888	9,620	9,715	8,497	9,715	10,240	10,240				
715.010 MEDICARE	2,313	2,250	2,275	1,987	2,275	2,400	2,400				
716.000 HOSPITALIZATION INSURANCE	56,682	54,650	52,738	51,579	52,738	55,780	55,780				
716.100 HRA/HSA	10,260	9,900	11,813	11,813	11,813	10,350	10,350				
717.000 LIFE INSURANCE	791	690	690	678	690	810	810				
718.000 PENSION	5,684	14,740	14,815	13,671	14,815	14,700	14,700				
719.000 DISABILITY INS	1,462	1,310	1,310	1,274	1,310	1,710	1,710				
727.000 SUPPLIES	1,622	2,000	2,000	775	2,000	1,000	1,000				
730.000 POSTAGE	131	300	300	73	300	300	300				
737.000 SMALL EQUIPMENT EXPENSE	284	300	300	0	300	150	150				
807.000 AUDIT SERVICES	9,600	9,600	9,600	9,320	9,600	9,600	9,600				
811.100 WORKERS'COMP	370	550	560	295	560	640	640				
826.010 TEMPORARY EMPLOYMENT SERVICES	11,248	0	0	0	0						
826.200 RECORD RETENTION SERVICES	2,800	3,000	3,000	1,230	3,000	3,000	3,000				
860.000 EDUCATION	2,006	3,000	2,750	2,228	2,750	3,000	3,000				
873.000 MILEAGE/TRAVEL	585	1,000	1,000	39	1,000	1,000	1,000				
900.200 NEWSLETTER	2,849	3,500	3,500	2,849	3,500	3,500	3,500				
958.000 DUES	373	600	850	795	850	600	600				
969.000 CONTINGENCIES	0	300	300	0	300	300	300				
970.000 CAPITAL OUTLAY	1,000	1,000	1,000	0	1,000	500	500				
TOWNSHIP CLERK	276,080	274,460	276,211	244,154	276,211	284,600	284,600				
							0				

Treasurer
253

The Treasurer acts as the receiver and investor of tax dollars collected by the Township.

702.000 Salary-Elected Full time salary of the Treasurer. See notes per 101.716.600. Additional funds have been budgeted, contingent upon Board approval.

704.000 Deputy Full time wages of the Deputy Treasurer. See notes per 101.716.600.

707.000 Hourly Full Time. This is for the full-time employee that works in the Treasurers office. Additional funds have been budgeted, contingent upon Board approval. This position became full-time in 2017-18.

716.000 Health Insurance This is the employer contribution for health insurance which is offered to all full time employees. This line reflects the current policy approved by the Township Board.

716.100 HRA/HSA In FY 15/16 the Township first offered an HSA to eligible employees as the Township moved to a high-deductible health care plan. Prior to FY 15/16 the Township participated in an HRA contribution to eligible employees.

718.000 Pension – All full time general employees and full time elected officials participate in an employer provided Defined Benefit retirement plan; In 2016 MERS changed the rate of return assumption which lowered funding percentages for all municipalities.

727.000 Supplies Includes supplies required to run the office and computer software upgrades.

730.000 Postage is for mailing of tax bills and normal correspondence and includes sending out late summer tax bills. The recent increase in postage rates is included.

737.000 Small Equipment Expense. This is for small equipment expenses that may arise throughout the year.

860.000 Education Training and education plans include work related education such as the Michigan Municipal Treasurers Institute (MMTI).

969.000 Contingencies This line is to be used for things that may come up during the year that are not anticipated at this time.

970.000 Capital Outlay

BUDGET WORKSHEET

Page: 9
3/12/2019
3:40 pm

Brighton Township

	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended
		Original Budget	Amended Budget	Actual Thru March			
Month: 3/31/2019							
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 253 TREASURER							
702.000 SALARY-ELECTED	64,259	65,410	65,595	60,033	65,595	66,080	66,080
704.000 WAGES - DEPUTY	49,205	53,970	54,365	48,777	54,365	54,790	54,790
704.030 WAGES- DEPUTY O/T	0	200	200	0	200	200	200
706.000 HOURLY FULL TIME	0	36,100	36,680	31,665	36,680	37,030	37,030
707.000 HOURLY- PART TIME	24,247	0	0	69	0	250	250
715.000 FICA	8,781	9,651	9,726	8,621	9,726	9,930	9,930
715.010 MEDICARE	2,054	2,300	2,318	2,016	2,318	2,330	2,330
716.000 HOSPITALIZATION INSURANCE	26,706	27,780	26,674	27,788	26,674	27,110	27,110
716.100 HRA/HSA	5,190	5,190	6,296	6,296	6,296	5,740	5,740
716.500 PAYMENT IN LIEU OF HEALTH INS	0	2,000	2,000	1,000	2,000	2,000	2,000
717.000 LIFE INSURANCE	597	770	770	737	770	780	780
718.000 PENSION	4,683	15,650	15,715	13,718	15,715	16,460	16,460
719.000 DISABILITY INS	934	1,367	1,367	1,191	1,367	1,420	1,420
727.000 SUPPLIES	1,274	1,500	1,500	886	1,500	1,500	1,500
727.250 PROPERTY TAX FORMS	3,392	3,400	3,400	1,761	3,400	3,400	3,400
730.000 POSTAGE	8,499	10,500	10,500	10,246	10,500	10,500	10,500
737.000 SMALL EQUIPMENT EXPENSE	0	300	300	179	300	500	500
807.000 AUDIT SERVICES	9,600	9,600	9,600	9,320	9,600	9,600	9,600
809.000 BANK FEES	13	1,200	1,200	0	1,200	1,200	1,200
809.100 NSF CHECKS RETURNED	0	0	0	0	0		
811.100 WORKERS'COMP	287	570	577	279	577	590	590
818.000 CONSULTING	121	250	250	0	250	500	500
860.000 EDUCATION	3,881	4,000	4,000	2,503	4,000	4,000	4,000
873.000 MILEAGE/TRAVEL	298	500	500	222	500	500	500
958.000 DUES	160	500	500	110	500	500	500
969.000 CONTINGENCIES	550	500	500	0	500	500	500
970.000 CAPITAL OUTLAY	566	2,575	2,575	2,075	2,575	2,575	2,575
TREASURER	215,297	255,783	257,108	229,492	257,108	259,985	259,985
							0

TOWNSHIP HALL AND GROUNDS 265

707.000 Hourly Part Time is the individual who opens and closes the building for meetings, televises meetings. This person may perform small maintenance jobs. No increase has been factored into these figures. See notes per 101.716.600.

727.000 Supplies is the copy paper, stationery, pens, paper clips, folders, etc. that are used throughout the building. If a department needs something specific to them, e.g. forms, that supply is charged directly to that department.

730.000 Postage is charged to building and grounds when it is purchased for the meter. Our postage meter allows the person doing the mailing to enter a code specifying the department sending the mailing. Periodically those charges are reclassified by department. The recent increase in postage is included.

804.000 Contracted Services is for services contracted to maintain building, like floor mats, carpet cleaning and window cleaning etc.

818.000 Consulting Is for professional services that may be associated with Township projects at the Township Hall.

920.000 Utilities include electricity for lights, heating and cooling.

921.000 Street Lighting is our parking lot lighting and the lighting at the ride share areas and the new East Grand River corridor lights.

923.000 – Water / Sewer Fee –Sewer SAD on parcel 4712-32-104-082. Paid off in 2016/17

930.000 Building Maintenance includes those normal plumbing, electric, exterminator, and other repairs, cleaning, roof repairs, insulation and other similar items.

931.000 Equipment Maintenance and repair includes the elevator, generator, heating and cooling preventative maintenance agreement, security alarm and water softener.

932.000 Grounds Maintenance and Repair includes the mowing, snowplowing, flag service and sprinkler system. Funds to cover the cost of plowing the snow for the MSP post are added here. Slight increase to cover detail planting maintenance.

965.000 Tax Chargebacks Taxes that must be returned to taxpayers as a result of changes by the State.

969.000 Contingencies These are funds used to offset any unanticipated expenses.

974.000 Capital Improvements Potential projects include: irrigation repairs, roofing and interior/exterior lighting

977.000 Capital Outlay Equipment Is for the purchase of equipment that may be needed by the Township in the next fiscal year.

BUDGET WORKSHEET

 Page: 10
 3/12/2019
 3:40 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 101 - GENERAL FUND											
Expenditures											
Dept: 265 TOWNSHIP HALL/GROUNDS											
707.000 HOURLY- PART TIME	1,890	4,000	4,000	1,630	4,000	4,000	4,000				
715.000 FICA	117	250	250	112	250	250	250				
715.010 MEDICARE	27	60	60	24	60	60	60				
727.000 SUPPLIES	8,351	14,000	14,000	9,205	14,000	14,000	14,000				
730.000 POSTAGE	-1,718	1,200	1,200	2,112	1,200	1,300	1,300				
737.000 SMALL EQUIPMENT EXPENSE	155	750	750	436	750	1,000	1,000				
804.000 CONTRACTED SERVICES	2,271	3,400	3,400	1,895	3,400	3,400	3,400				
811.100 WORKERS'COMP	45	50	50	24	50	180	180				
818.000 CONSULTING	0	6,000	6,000	3,308	6,000	6,000	6,000				
920.000 UTILITIES	12,583	18,000	18,000	12,533	18,000	18,000	18,000				
921.000 STREET LIGHTING	8,833	10,000	10,000	6,831	10,000	10,000	10,000				
923.000 WATER /SEWER FEE	0	0	1,620	1,620	1,620						
930.000 BUILDING MAINTENANCE & REPAIR	20,697	20,000	20,000	15,396	20,000	22,000	47,000				
931.000 EQUIPMENT MAINTENANCE & REPAIR	12,015	10,000	10,000	5,997	10,000	11,000	11,000				
932.000 GROUNDS MAINTENANCE & REPAIR	14,090	22,000	22,000	16,098	22,000	22,000	22,000				
956.000 DRAIN ASSESSMENT/PRPTY TAX	0	0	900	870	900						
965.000 CHARGEBACK TAXES	1,204	10,000	8,380	132	8,380	10,000	10,000				
969.000 CONTINGENCIES	0	500	500	0	500	500	500				
974.000 CAPITAL IMPROVEMENTS	9,864	340,000	340,000	255,858	340,000	220,000	220,000				
977.000 CAPITAL OUTLAY- EQUIPMENT	0	1,000	1,000	0	1,000	1,000	1,000				
TOWNSHIP HALL/GROUNDS	90,424	461,210	462,110	334,081	462,110	344,690	369,690				
							0				

CEMETERY 276

932.000 Grounds Maintenance and Repair is the mowing, spring and fall clean-up and snow removal. We only plow snow at the time of a funeral. In FY14-15 brush clearing was performed which may need to be budgeted for every few years.

970.000 Capital Outlay is for capital improvements that may be needed for the Township's three cemeteries. Proposed project is the installation of improved fencing at Pleasant Valley Cemetery.

BUDGET WORKSHEET

 Page: 11
 3/12/2019
 3:40 pm

Brighton Township

	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended
		Original Budget	Amended Budget	Actual Thru March			
Month: 3/31/2019							
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 276 CEMETERY							
932.000 GROUNDS MAINTENANCE & REPAIR	7,497	10,000	10,000	2,044	10,000	10,000	10,000
970.000 CAPITAL OUTLAY	0	30,000	30,000	0	30,000	30,000	30,000
CEMETERY	7,497	40,000	40,000	2,044	40,000	40,000	40,000
							0

OTHER CHARGES AND SERVICES

299

This department is to place those charges or services that are necessary for the operation of all or some of the General Fund operations. In past year's budgets these charges were spread within various General Fund departments. In the Special Revenue and Enterprise Funds they continue to be charged where appropriate.

718.000 PENSION MERS lowered their investment rate of return for all of their clients. In FY 17-18 the Township Board made a lump sum payment to bring our account back toward the 100% funding. Our most recent MERS report reflects a \$99,000 gap, after the 17-18 payment is applied, from being 100% fully funded and therefore the amount in the current budget reflects a payment to meet that funding.

804.000 Contracted Services are for IT Rights services, web hosting and online back-up storage. Also includes Comcast and internet services.

804.800 Contracted Services - Charges associated with alcohol enforcement by the Michigan State Police.

811.000 Liability Insurance is for the Township's general liability insurance which is currently provided by Michigan Municipal Risk Management Authority (MMRMA).

811.200 ID Theft This is for identify theft protection for five employees whose signatures are a public record.

826.100 Computer Support Services this includes all annual maintenance programs such as BS&A, Fund Balance, Arcview and Annex.

827.000 Legal includes the fees for the Township Attorney and for special legal services. This would include tax appeals.

853.000 Telephone These are expenses for telephone and maintenance services.

861.000 Gas and Oil This is a General Fund expense that all departments have access to with the primary users being Assessing and Code Enforcement.

931.000 Equipment Maintenance Three(3) maintenance leases for copier for the Treasurers, Clerks and Admin/Assessing offices.

933.000 Vehicle Repairs This is a General Fund expense that all departments have access to with the primary users being Assessing and Code Enforcement. Recently purchased Jeep (2017) should reduce this expense.

940.000 Equipment Rental. Lease on the postage machine.

951.000 State/Dietz Leaseback This is the pass-through account for the State lease payments made to the Township that are passed on to Bruce Dietz for the MSP post.

969.000 Contingencies This line item is for unbudgeted items that may arise during the fiscal year.

970.000 Capital Outlay – Projects include: Replacement of computer workstations and/or servers based upon ITRIGHT inventory report, BS&A Financial software, Audio / Visual Equipment.

BUDGET WORKSHEET

 Page: 12
 3/12/2019
 3:40 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			Estimated Total	(6)	(7)	(8)					
		Original Budget	Amended Budget	Actual Thru March									
Fund: 101 - GENERAL FUND													
Expenditures													
Dept: 299 OTHER CHARGES & SERVICES													
718.000 PENSION	35,000	100,000	100,000	100,000	100,000	25,000	25,000						
737.000 SMALL EQUIPMENT EXPENSE	0	500	500	367	500	500	500						
804.000 CONTRACTED SERVICES	15,597	20,000	20,000	16,796	20,000	20,000	20,000						
804.800 CONTRACTED SERVICES-MSP	8,392	12,000	12,000	3,281	12,000	12,000	12,000						
811.000 LIABILITY INSURANCE	27,162	30,000	30,000	27,529	30,000	30,000	30,000						
811.200 IDENTITY THEFT INSURANCE	729	780	780	595	780	780	780						
826.100 COMPUTER SUPPORT SERVICES	17,112	19,000	19,000	16,940	19,000	20,000	20,000						
827.000 LEGAL	37,353	80,000	80,000	49,167	80,000	80,000	140,000						
853.000 TELEPHONE	8,789	10,000	10,000	9,175	10,000	9,000	9,000						
861.000 GAS AND OIL	742	1,500	1,500	805	1,500	1,500	1,500						
931.000 EQUIPMENT MAINTENANCE & REPAIR	6,399	8,000	8,000	5,534	8,000	7,500	7,500						
933.000 VEHICLE MAINTENANCE & REPAIR	52	700	700	164	700	1,500	1,500						
940.000 EQUIPMENT RENTAL	1,623	2,200	2,200	1,623	2,200	2,200	2,200						
951.000 LEASE-BACK MSP/DIETZ	137,484	137,500	137,500	126,027	137,500	137,500	137,500						
969.000 CONTINGENCIES	0	500	500	0	500	500	500						
970.000 CAPITAL OUTLAY	49,132	63,000	63,000	28,030	63,000	215,000	215,000						
OTHER CHARGES & SERVICES	345,566	485,680	485,680	386,033	485,680	562,980	622,980	0					

FIRE DEPARTMENT

336

This budget represents the Township's required expenditures for the fire department.

804.700 Contracted Services – BAFA- This is for the Township's 20% share of expenses per the lease agreement for station #32.

818.000 Consulting- This is for professional consulting/engineering services for building improvements at either station.

923.000 Water/Sewer fee includes quarterly utility billings for station 32. We will share 20% of the expenses for Station 32 (US 23).

930.000 Building Maintenance & Repair This is where routine and non-routine maintenance items are budgeted. Most expenses have transferred to BAFA for station 33 as the lease is finalized. We will share 20% of the smaller expenses for Station 32 (US23).

931.000 Equipment Maintenance and Repair- This is for generator maintenance and repair.

932.000 Grounds Maintenance & Repair This line item includes snow removal, grass cutting, turning on and off the lawn sprinklers, and flower beds. These expenses are transferred to BAFA for station 33. We will share 20% of the expenses for Station 32 (US 23). Parking lot maintenance will remain the responsibility of the Township.

956.000 Drain Assessment/Property Tax. This is for any assessments for the maintenance of the Handy #4 drain.

974.000 Capital Improvements This is for improvements to the buildings/properties. Possible projects include:

- HVAC repairs
- Exterior fascia
- Monument sign – shared cost

BUDGET WORKSHEET

 Page: 13
 3/12/2019
 3:40 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			Estimated Total	(6)	(7)	(8)					
		Original Budget	Amended Budget	Actual Thru March									
Fund: 101 - GENERAL FUND													
Expenditures													
Dept: 336 FIRE DEPARTMENT													
804.700 CONTRACTED SERVICES- BAFA	3,876	8,500	8,500	1,816	8,500	9,000	9,000						
818.000 CONSULTING	0	7,000	7,000	216	7,000	6,000	6,000						
921.000 STREET LIGHTING	322	400	400	276	400	400	400						
923.000 WATER /SEWER FEE	407	1,200	1,200	305	1,200	1,200	1,200						
930.000 BUILDING MAINTENANCE & REPAIR	2,194	8,000	8,000	254	8,000	8,000	8,000						
931.000 EQUIPMENT MAINTENANCE & REPAIR	0	0	0	0	0								
932.000 GROUNDS MAINTENANCE & REPAIR	1,652	1,500	1,500	855	1,500	2,000	2,000						
956.000 DRAIN ASSESSMENT/PRPTY TAX	0	50	50	0	50	50	50						
970.000 CAPITAL OUTLAY	0	0	0	0	0								
974.000 CAPITAL IMPROVEMENTS	151,839	85,000	85,000	351	85,000	85,000	85,000						
FIRE DEPARTMENT	160,290	111,650	111,650	4,073	111,650	111,650	111,650	0					

PLANNING DEPARTMENT BUDGET 400

The Planning Department is responsible for zoning administration and processing of applications through the Planning Commission, Zoning Board of Appeals, and the Township Board of Trustees. Additionally, long term planning projects are included in this department.

703.000 Salary-Not Elected This is for 82.5% of the Township Planner's wages. The remaining 17.5% is split with 10% budgeted under code enforcement and 7.5% budgeted under liquor enforcement. See notes per 101.716.600. Additional funds have been budgeted, but will only be released after the results of the current wage analysis, contingent upon Board approval.

708.000 Per Diem Comp Twelve (12) meetings of the Planning Commission are budgeted and twelve (12) meetings for the Zoning Board of Appeals. Additional meetings are budgeted if needed for the special meetings.

716.000 Health Insurance This is the employer contribution for health insurance which is offered to all full time employees. This line reflects the current policy adopted by the Township Board. 82.5% of the Township Planner is allocated here. The remaining 17.5% is split with 10% budgeted under code enforcement and 7.5% budgeted under liquor enforcement.

716.100 HRA/HSA In FY 15/16, the Township first offered an HSA to eligible employees as the Township moved to a high-deductible health care plan. Prior to FY 15/16, the Township participated in an HRA contribution to eligible employees.

718.000 Pension All full time general employees and full time elected officials participate in an employer provided Defined Benefit retirement plan; both divisions are historically fully funded. 82.5% of the Township Planner is allocated here. The remaining 17.5% is split with 10% budgeted under code enforcement and 7.5% budgeted under liquor enforcement.

803.000 Contracted Special Projects This line item is for special projects that the Township Board would like to investigate through consulting services. Cost to digitize old records was a multi-year project. ZBA/Rezoning file scanning began in FY18/19 and will continue in FY19/20 will be charged here. The Master Plan process began in FY 18/19 and will continue in 19/20.

819.000 Engineering This line item is for engineering services that are required for site plan, pre apps (free) and construction plan review. Year to year fluctuation in this budget line item reflects the strength/weakness of the economy

860.000 Education includes the annual three-day Michigan Planning Conference for the planner. This line item also includes expenses for one seminar for the Planning Commission, and Zoning Board of Appeals (ZBA) that is typically conducted each year at Township Hall. Funds have also been budgeted for the training of Planning Commission and Zoning Board of Appeals members at various seminars that are offered around the State.

900.00 Publishing includes the public hearing notices for all re-zonings, zoning ordinance changes, and ZBA hearings. Costs vary depending on the size of the notices.

BUDGET WORKSHEET

Page: 14
3/12/2019
3:40 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			Estimated Total	(6)	(7)	(8)					
		Original Budget	Amended Budget	Actual Thru March									
Fund: 101 - GENERAL FUND													
Expenditures													
Dept: 400 PLANNING													
703.000 SALARY-NOT ELECTED	57,886	58,980	59,930	53,736	59,930	60,470	60,470						
708.000 PER DIEM COMP	6,120	11,000	11,000	6,416	11,000	11,000	11,000						
715.000 FICA	3,589	3,660	3,720	3,332	3,720	3,750	3,750						
715.010 MEDICARE	823	860	875	796	875	880	880						
716.000 HOSPITALIZATION INSURANCE	16,959	17,620	16,981	18,608	16,981	17,860	17,860						
716.100 HRA/HSA	2,970	2,970	3,609	3,609	3,609	3,160	3,160						
717.000 LIFE INSURANCE	219	210	210	203	210	210	210						
718.000 PENSION	2,307	8,790	8,830	8,104	8,830	9,680	9,680						
719.000 DISABILITY INS	990	900	900	867	900	930	930						
727.000 SUPPLIES	957	1,000	1,000	467	1,000	1,000	1,000						
730.000 POSTAGE	472	2,000	2,000	463	2,000	2,000	2,000						
803.000 CONTRACTED-SPECIAL PROJECTS	30,322	70,000	70,000	4,532	70,000	70,000	70,000						
811.100 WORKERS'COMP	363	610	620	312	620	540	540						
819.000 ENGINEERING SERVICES	58,654	45,000	45,000	22,721	45,000	45,000	45,000						
860.000 EDUCATION	979	1,000	1,000	1,332	1,000	1,500	1,500						
873.000 MILEAGE/TRAVEL	29	200	200	36	200	200	200						
900.900 PUBLISHING	2,720	0	0	885	0	3,000	3,000						
900.990 PUBLISHING-REFUND/REIMBURSABLE	0	2,000	2,000	2,628	2,000								
958.000 DUES	60	60	60	60	60	60	60						
969.000 CONTINGENCIES	0	500	500	0	500	500	500						
970.000 CAPITAL OUTLAY	343	1,000	1,000	0	1,000	1,000	1,000						
PLANNING	186,762	228,360	229,435	129,107	229,435	232,740	232,740	0					

CODE ENFORCEMENT 412

This activity center covers the cost of our enforcement of the zoning and general ordinances of the township.

703.000 Salary-Not Elected - The Township Planner has a portion of their wages charged here (82.5% in the Planning Department and the remaining 17.5% is split with 10% budgeted under code enforcement and 7.5% budgeted under liquor enforcement). See notes per 101.716.600. Additional funds have been budgeted, but will only be released after the results of the current wage analysis, contingent upon Board approval.

716.000 Health Insurance This is the employer contribution for health insurance which is offered to all full time employees. This line item reflects the current policy adopted by the Township Board. 82.5% of the Township Planner is allocated in the planning department. The remaining 17.5% is split with 10% budgeted under code enforcement and 7.5% budgeted under liquor enforcement.

716.100 HRA/HSA In FY 15/16 the Township first offered an HSA to eligible employees as the Township moved to a high-deductible health care plan. Prior to FY 15/16 the Township participated in an HRA contribution to eligible employees.

718.000 Pension All full time general employees and full time elected officials participate in an employer provided Defined Benefit retirement plan; both divisions are historically fully funded. 82.5% of the Township Planner is allocated in the planning department. The remaining 17.5% is split with 10% budgeted under code enforcement and 7.5% budgeted under liquor enforcement.

969.000 Contingencies This is for unanticipated expenses that may occur during the year.

970.000 Capital Outlay None are budgeted.

BUDGET WORKSHEET

 Page: 15
 3/12/2019
 3:40 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 101 - GENERAL FUND											
Expenditures											
Dept: 412 CODE ENFORCEMENT											
703.000 SALARY-NOT ELECTED	7,027	7,150	7,280	6,513	7,280	7,330	7,330				
715.000 FICA	436	450	460	404	460	460	460				
715.010 MEDICARE	118	110	112	78	112	110	110				
716.000 HOSPITALIZATION INSURANCE	2,056	2,140	2,063	2,255	2,063	2,180	2,180				
716.100 HRA/HSA	360	360	438	438	438	390	390				
717.000 LIFE INSURANCE	27	30	30	25	30	30	30				
718.000 PENSION	280	1,070	1,076	982	1,076	1,180	1,180				
719.000 DISABILITY INS	120	110	110	105	110	120	120				
727.000 SUPPLIES	89	100	100	0	100	100	100				
730.000 POSTAGE	0	100	100	0	100	100	100				
811.100 WORKERS'COMP	48	80	82	41	82	70	70				
969.000 CONTINGENCIES	0	500	500	0	500	500	500				
970.000 CAPITAL OUTLAY	0	0	0	0	0						
CODE ENFORCEMENT	10,561	12,200	12,351	10,841	12,351	12,570	12,570				
							0				

EMERGENCY PREPAREDNESS

426

920.000 Utilities this line item is for the electrical cost of operating the Township's emergency sirens.

935.000 Tornado Siren Repair/Maintenance is for annual maintenance for the new sirens installed in 2010 and 2011. The County 911 office received a grant to purchase and install a centralized computerized control system to monitor and activate all emergency sirens under their control. Currently the system can be activated by the central dispatch, BAFA as well as other fire departments. Annual maintenance and battery replacement is budgeted here.

BUDGET WORKSHEET

Brighton Township

Page: 16
3/12/2019
3:40 pm

Month: 3/31/2019	Prior Year Actual	Current Year			(6)	(7)	(8)				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 101 - GENERAL FUND											
Expenditures											
Dept: 426 EMERGENCY PREPAREDNESS											
920.000 UTILITIES	0	500	500	0	500	500	500				
935.000 TORNADO SIREN REPAIR	4,075	5,000	5,000	3,400	5,000	5,000	5,000				
EMERGENCY PREPAREDNESS	4,075	5,500	5,500	3,400	5,500	5,500	5,500				
							0				

DRAINS

445

727.000 Supplies are for the purchase of educational materials and programs for compliance with the educational component of Phase II Storm Water regulations.

804.000 Contracted Services is for a contract the Livingston County Drain Commission to help with the education component of Phase II Storm Water regulations. It also includes the "participation" fee in the local watershed council. On January 20, 2014 the Board approved a six year agreement with LCDC with an annual estimate of \$35,450. This maximum figure is shared by all participating agencies. Brighton Township would be responsible for six percent of that \$35,450 or \$2,127 each year.

959.000 Drain at Large When a drainage district is set and repairs ordered, under the State Drain Code the costs are shared as follows, county 25%, township 25% and property owners 50%. The township's 25% is called drain at large and is billed to the township annually for whatever period of time the construction bonds are for. It may be as short as one year or as long as ten or more.

When the township is also a property owner in the district, the township pays a per parcel assessment the same as any other property owner who is benefiting by the improvements to the drain district. These costs are assigned to a specific activity center such as fire or building and grounds if the parcel being assessed is part of that activity center. If the parcel being assessed is just vacant land that the township owns, then the assessment is assigned here. The anticipated increase in drain assessments has been included.

962.000 Permits Fees is for Storm Water Phase II program fees to the State of Michigan. The Township has pursued some "green" initiatives that could allow us to be exempt from the Federal Storm water programs but would require significant capital expenditure.

BUDGET WORKSHEET

Page: 17
3/12/2019
3:40 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6)	(7)	(8)				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 101 - GENERAL FUND											
Expenditures											
Dept: 445 DRAINS											
727.000 SUPPLIES	0	100	100	0	100	100	100				
804.000 CONTRACTED SERVICES	2,970	3,000	3,000	959	3,000	3,000	3,000				
959.000 DRAIN AT LARGE	12,625	10,000	10,000	5,020	10,000	10,000	10,000				
962.000 PERMIT FEES	137	500	500	142	500	500	500				
DRAINS	15,732	13,600	13,600	6,121	13,600	13,600	13,600				
							0				

ROADS

446

819.000 Engineering Services is for undetermined engineering services for road upgrades or traffic studies.

822.000 Dust control the Township annually contracts with the County Road Commission to have gravel roads treated for dust control.

974.000 Capital Improvement – The Livingston County Road Commission has conducted an annual Primary Pavement Preservation Program since FY 14-15. Funds have been budgeted to continue partnering on this PPP program under the assumption that it will be offered in FY19-20.

BUDGET WORKSHEET

Page: 18
3/12/2019
3:40 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 101 - GENERAL FUND											
Expenditures											
Dept: 446 ROADS											
819.000 ENGINEERING SERVICES	0	5,000	5,000	0	5,000	5,000	5,000				
822.000 DUST CONTROL	45,959	55,000	55,000	43,543	55,000	55,000	55,000				
974.000 CAPITAL IMPROVEMENTS	243,390	120,000	120,000	110,000	120,000	120,000	120,000				
ROADS	289,349	180,000	180,000	153,543	180,000	180,000	180,000				
							0				

ENVIRONMENTAL 525

**This is for any environmental projects the Township may undertake.
Currently, expenses for the Collette Dump monitoring are budgeted here.**

804.000 Contracted Services This is for services like pest trapping and removal.

818.200 Consult-Collette Dump Monitoring This is for professional services currently provided by BCI-AMEC. In 2016 the Township Board approved a three year contract (through April 2019) with AMEC-Foster-Wheeler for the remaining years under the Consent Decree with the MDEQ.

827.000 Legal This is for an environmental attorney to monitor our progress in relation to the consent agreement with the State of Michigan.

967.000 Project Costs This is for items like lab fees, fees paid to the State of Michigan etc.

BUDGET WORKSHEET

Brighton Township

Page: 19
3/12/2019
3:40 pm

Month: 3/31/2019	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 101 - GENERAL FUND											
Expenditures											
Dept: 525 ENVIRONMENTAL											
804.000 CONTRACTED SERVICES	800	2,000	2,000	800	2,000	2,000	2,000				
818.200 CONSULT-COLLET DUMP MONITORING	23,286	26,000	26,000	25,177	26,000	26,000	26,000				
827.000 LEGAL	8,507	16,000	16,000	21,877	16,000	16,000	16,000				
967.000 PROJECT COSTS	3,574	8,000	8,000	3,533	8,000	8,000	8,000				
ENVIRONMENTAL	36,167	52,000	52,000	51,387	52,000	52,000	52,000				
							0				

MUNICIPAL REFUSE COLLECTION

528

826.000 Contracts. This line item is for the cost of the annual large item drop off of bulk items. The amount reflects the increased costs which were incurred in FY16-17 due to the change in service provider.

BUDGET WORKSHEET

 Page: 20
 3/12/2019
 3:40 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			Estimated Total	(6)	(7)	(8)					
		Original Budget	Amended Budget	Actual Thru March									
Fund: 101 - GENERAL FUND													
Expenditures													
Dept: 528 MUNICIPAL REFUSE COLLECTION													
826.000 CONTRACTS	6,213	6,500	6,500	3,580	6,500	6,500	6,500	6,500					
MUNICIPAL REFUSE COLLECTION	<u>6,213</u>	<u>6,500</u>	<u>6,500</u>	<u>3,580</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>	<u>0</u>					

SEWER AND WATER 536

708.000 Per Diem Compensation is for the Utilities Committee.

804.000 Contracted Services This is for services to assist the Utilities Committee and/or the assistance in coordinating with a consultant toward the purchase of a CMMS system.

819.000 Engineering Services is where expenditures related to studying sewer and water expansion are allocated.

827.000 Legal This is for anticipated legal expenses incurred for system expansions.

974.000 Capital Improvements Funds for utility system expansion for neighborhoods that have recently expressed interest in utility services or partnering with the private sector for main extensions which would benefit the community at large are budgeted here. The budget includes \$80,000 as the Townships contribution toward the oversizing of the pump station at Deerfield Preserve as specified in the Planned Development Agreement.

BUDGET WORKSHEET

 Page: 21
 3/12/2019
 3:40 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			Estimated Total	(6)	(7)	(8)					
		Original Budget	Amended Budget	Actual Thru March									
Fund: 101 - GENERAL FUND													
Expenditures													
Dept: 536 SEWER AND WATER													
708.000 PER DIEM COMP	375	1,500	1,500	300	1,500	1,500	1,500						
804.000 CONTRACTED SERVICES	0	5,000	5,000	0	5,000	5,000	5,000						
819.000 ENGINEERING SERVICES	5,437	10,000	10,000	545	10,000	10,000	10,000						
827.000 LEGAL	0	10,000	10,000	4,568	10,000	10,000	10,000						
827.010 LEGAL-SHONER & POTOCKI V BT	0	2,685,832	4,414,260	4,414,260	4,414,260								
969.000 CONTINGENCIES	0	500	500	0	500	500	500						
974.000 CAPITAL IMPROVEMENTS	0	0	0	0	0	115,000	115,000						
SEWER AND WATER	5,812	2,712,832	4,441,260	4,419,673	4,441,260	142,000	142,000	0					

PARKS AND RECREATION

751

804.000 Contracted Services is for SELCRA, our regional recreation authority. SELCRA provides recreational opportunities for Brighton Township residents. The figure included in the budget will require additional Board action, following SELCRA Board budget discussion and member community discussions, prior to disbursement.

804.900 Contracted Services is for Hartland Senior Center.

818.000 Consulting As of December 2017 the Township is in arbitration with Clearwater LLC regarding fulfillment of the JPDA.

969.000 Contingencies No funds are budgeted.

BUDGET WORKSHEETPage: 22
3/12/2019
3:40 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 101 - GENERAL FUND											
Expenditures											
Dept: 751 PARKS AND RECREATION											
804.000 CONTRACTED SERVICES	150,000	150,000	150,000	150,000	150,000	150,000	150,000				
804.900 CONTRACT SERV-HARTLAND SR CTR	4,000	4,000	4,000	4,000	4,000	4,000	4,000				
818.000 CONSULTING	0	0	0	0	0						
969.000 CONTINGENCIES	0	0	0	0	0						
PARKS AND RECREATION	154,000	154,000	154,000	154,000	154,000	154,000	154,000				
							0				

CONTINGENT LIABILITY

890

827.200 Cont. Liab-TX Appeals. While property values are trending upward, the potential for a high number of property owners seeking significant valuation reductions still exists. These funds are being set aside to cover the cost of reimbursing them for overpaid taxes should they win their appeals.

BUDGET WORKSHEET

 Page: 23
 3/12/2019
 3:40 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			Estimated Total	(6)	(7)	(8)					
		Original Budget	Amended Budget	Actual Thru March									
Fund: 101 - GENERAL FUND													
Expenditures													
Dept: 890 CONTINGENCY													
827.200 CONT LIABILITY-TAX APPEALS	0	10,000	10,000	0	10,000	10,000	10,000						
827.300 CONT LIABILITY- BOND RESERVE	0	0	0	0	0								
827.400 CONT LIABILITY-ELECT EQUIPMENT	0	0	0	0	0								
827.500 CONT LIABILITY-DELINQUENT TAX	0	0	0	0	0								
CONTINGENCY	0	10,000	10,000	0	10,000	10,000	10,000	0					

TRANSFERS

999

This activity center is used to record funds that the General Fund appropriates to other funds.

999.208 Transfer Out – Parks Transfer is based upon the proposed CIP.

999.209 Transfer Out – Cemetery Perpetual Fund Transfer is based upon the proposed CIP.

999.257 Budget Stabilization Interest earned must be transferred into the General Fund. A like amount is transferred back in to the Budget Stabilization Fund.

999.702 Transfer Out – Pathways Transfer is based upon the proposed CIP.

999.792 Transfer Out – Future Roads - This is to assist in the funding of future road improvements. Transfer is based upon the Board discussion of possible projects during the budget process.

BUDGET WORKSHEET

 Page: 24
 3/12/2019
 3:40 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 101 - GENERAL FUND											
Expenditures											
Dept: 999 TRANSFERS											
999.208 TRANSFER OUT TO PARKS	50,000	50,000	50,000	50,000	50,000	50,000	50,000				
999.209 TRANSFER OUT TO CEMETERY FUND	10,000	10,000	10,000	10,000	10,000	10,000	10,000				
999.257 TRAN OUT TO BUDGET STABILIZ	0	2,000	2,000	0	2,000	2,000	2,000				
999.702 TRANSFER OUT TO PATHWAY FUND	100,000	100,000	100,000	100,000	100,000	100,000	100,000				
999.792 TRANSFER OUT TO FUTURE ROADS	1,500,000	250,000	250,000	250,000	250,000	1,380,000	1,380,000				
TRANSFERS	1,660,000	412,000	412,000	410,000	412,000	1,542,000	1,542,000				
							0				

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru March			
Fund: 101 - GENERAL FUND							
Expenditures							
Total Expenditures		4,084,507	6,261,473	7,990,679	7,199,200	7,990,679	4,790,450
GENERAL FUND		-401,016	-2,795,947	-4,525,153	-3,939,096	-4,525,153	-1,043,140
							0

FUND 208 PARKS

This fund is for either new or existing Park improvement. Revenue comes into the fund from the General Fund by Township Board action. Grant/contribution money is also deposited here when designated for Park construction or improvement.

699.101 Transfer In-General Fund. Transfer is based upon the proposed CIP.

NOTE: There was a consent judgment which gave the Township 60 acres of the Sunset Gravel Mine land to be used for park land only. A committee consisting of representatives from the Township, SELCRA and others had several early conversations about what was needed in the park from SELCRA's and other recreation peoples' point of view. Then, a group of Township staff met in 2003/2004 for several meetings developing the development agreement for the park which designates what Sunset and the Township are responsible for. In Spring 2013 the Township hired OHM to perform a survey of the 60 acres to determine grades and any compliance gap from standards listed in the Development Agreement.

The Township is responsible for certain items and Sunset is responsible for certain items for development of this park, as follows:

The Township is responsible for the park building (minus \$75,000 given to us by Sunset), site lighting of the parking lots and athletic fields, future parking area, future tennis courts, athletic field grass surface, electric, gas, phone lines to building, landscaping, playground equipment, and dock/beach/wading area.

Sunset is responsible for a \$10,000 contribution for electrical service, paving of all roadways and athletic field parking lot, rough grading of the athletic fields including placement of clay under the fields, construction of the on-site well and septic, irrigation lines for the athletic fields at a cost not to exceed \$30,000, payment of improvements to the Jacoby/Kensington Road intersection, installation and cost for park sign, installation of pedestrian trail system, and permit costs.

In July 2012, Clearwater (successor to Sunset) made application to the Township Planning Commission for modification to the PUD and application for soil extraction and fill permit. This application was denied on December 16, 2013 due to the fact that the applications and subsequent conversation with the applicant are not consistent with the Joint Planned Development Agreement for the site.

In 2014, The Township began pursuing legal action against Clearwater to comply with the Joint Planned Development Agreement. This issue is currently in arbitration.

BUDGET WORKSHEET

Page: 1
3/12/2019
3:41 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 208 - PARKS											
Revenues											
Dept: 000											
664.000 INTEREST EARNED	6,052	2,500	2,500	10,055	2,500	5,000	5,000				
671.000 OTHER REVENUE	0	0	0	0	0						
699.101 TRANSFER IN-GENERAL FUND	50,000	50,000	50,000	50,000	50,000	50,000	50,000				
Dept: 000	56,052	52,500	52,500	60,055	52,500	55,000	55,000				
Total Revenues	56,052	52,500	52,500	60,055	52,500	55,000	55,000				
PARKS	56,052	52,500	52,500	60,055	52,500	55,000	55,000				
							0				

FUND 209 CEMETERY

This fund was setup in the 2007/08 fiscal year for the perpetual care of the Township owned cemeteries. The intent was for the township to contribute annually until a “corpus” was created that would generate enough interest to provide for the care of the cemeteries. Once the interest is generating enough to pay for the upkeep and maintenance of the cemeteries the Cemetery Department (276) in the General Fund can be retired.

699.101 TRANSFER IN-GENERAL FUND Transfer is based upon the adopted CIP.

BUDGET WORKSHEET

Page: 2
3/12/2019
3:41 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 209 - CEMETERY FUND											
Revenues											
Dept: 000											
664.000 INTEREST EARNED	469	200	200	873	200	200	200				
671.000 OTHER REVENUE	0	0	0	152	0						
699.101 TRANSFER IN-GENERAL FUND	10,000	10,000	10,000	10,000	10,000	10,000	10,000				
Dept: 000	10,469	10,200	10,200	11,025	10,200	10,200	10,200				
Total Revenues	10,469	10,200	10,200	11,025	10,200	10,200	10,200				
CEMETERY FUND	10,469	10,200	10,200	11,025	10,200	10,200	10,200				

FUND 212 **LIQUOR LAW ENFORCEMENT**

This fund receives funds from the State Liquor Control Commission as a percentage of the fees collected from Township businesses for their liquor license. Expenditures are limited to those activities or purchases related to enhanced alcohol enforcement.

470.000 Liquor License Fees These are fees paid by the State to us for liquor licenses in our jurisdiction

703.000 Salary Not Elected - 82.5% of the Township Planner is allocated in the planning department. The remaining 17.5% is split with 10% budgeted under code enforcement and 7.5% budgeted under liquor enforcement. See notes per 101.716.600. Additional funds have been budgeted contingent upon Board approval.

970.000 Capital Outlay The Township has periodically purchased equipment such as in-car cameras to be used for enhanced alcohol enforcement. None are proposed in the FY18-19 budget.

Note - Starting FY 2014-15 the cost associated with Enhanced Alcohol Enforcement performed by the Michigan State Police is shifted from this fund and now being charged to 101.299.804.800

BUDGET WORKSHEET

Page: 3
3/12/2019
3:41 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			Estimated Total	(6)	(7)	(8)	
	Original Budget	Amended Budget	Actual Thru March	Requested		Recommended			
Fund: 212 - LIQUOR LAW ENFORCEMENT FUND									
Revenues									
Dept: 000									
470.000 LIQUOR LICENSE FEES	8,932	8,900	8,900	9,563	8,900	9,000	9,000		
664.000 INTEREST EARNED	249	100	100	426	100	200	200		
699.101 TRANSFER IN-GENERAL FUND	0	0	0	0	0				
Dept: 000	9,181	9,000	9,000	9,989	9,000	9,200	9,200	0	
Total Revenues	9,181	9,000	9,000	9,989	9,000	9,200	9,200	0	
Expenditures									
Dept: 000									
703.000 SALARY-NOT ELECTED	5,270	5,320	5,420	4,885	5,420	5,500	5,500		
715.000 FICA	327	330	340	303	340	350	350		
715.010 MEDICARE	76	80	85	71	85	80	80		
716.000 HOSPITALIZATION INSURANCE	1,529	1,610	1,552	1,692	1,552	1,630	1,630		
716.100 HRA/HSA	270	270	328	328	328	290	290		
717.000 LIFE INSURANCE	20	20	20	18	20	20	20		
718.000 PENSION	210	810	815	737	815	880	880		
719.000 DISABILITY INS	90	90	90	79	90	90	90		
811.100 WORKERS'COMP	37	60	65	31	65	50	50		
970.000 CAPITAL OUTLAY	0	0	0	0	0				
Dept: 000	7,829	8,590	8,715	8,144	8,715	8,890	8,890	0	
Total Expenditures	7,829	8,590	8,715	8,144	8,715	8,890	8,890	0	
LIQUOR LAW ENFORCEMENT FUND	1,352	410	285	1,845	285	310	310	0	

**FUND 249
BUILDING DEPARTMENT**

The Building Department services have been contracted to Livingston County through an intergovernmental agreement.

BUDGET WORKSHEET

 Page: 4
 3/12/2019
 3:41 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			Estimated Total	(6) Requested	(7) Recommended	(8)					
		Original Budget	Amended Budget	Actual Thru March									
Fund: 249 - BUILDING DEPARTMENT FUND													
Revenues													
Dept: 000													
664.000 INTEREST EARNED	21	0	0	30	0								
671.000 OTHER REVENUE	0	0	0	0	0								
Dept: 000	21	0	0	30	0	0	0	0					
Total Revenues	21	0	0	30	0	0	0	0					
Expenditures													
Dept: 000													
999.000 TRANSFER OUT	0	0	0	0	0								
Dept: 000	0	0	0	0	0	0	0	0					
Total Expenditures	0	0	0	0	0	0	0	0					
BUILDING DEPARTMENT FUND													
	21	0	0	30	0	0	0	0					

FUND 257 **BUDGET STABILIZATION FUND**

Money may only be removed from this fund by a 2/3 vote to cover a General Fund deficit, to prevent a reduction in services or personnel layoff during the course of a fiscal year when the revenues will be needed to balance the budget or to cover the expenses in connection with a natural disaster.

No more than 15 percent of the township's most recent General Fund budget or 15 percent of the average of the most recent five annual General Fund budgets whichever is less may be kept in this fund. Using 15 percent of this years budget would place our cap at approximately \$550,000

Obviously, no expenditures are budgeted. The interest earned must be transferred into the general fund. We will transfer a like amount back into the stabilization fund until the balance is close to the 15% cap.

BUDGET WORKSHEET

Page: 5
3/12/2019
3:41 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			Estimated Total	(6)	(7)	(8)					
		Original Budget	Amended Budget	Actual Thru March									
Fund: 257 - BUDGET STABILIZATION FUND													
Revenues													
Dept: 000													
664.000 INTEREST EARNED	2,110	2,000	2,000	2,582	2,000	2,000	2,000						
699.101 TRANSFER IN-GENERAL FUND	0	0	0	0	0								
Dept: 000	2,110	2,000	2,000	2,582	2,000	2,000	2,000	0					
Total Revenues	2,110	2,000	2,000	2,582	2,000	2,000	2,000	0					
Expenditures													
Dept: 000													
999.000 TRANSFER OUT	0	2,000	2,000	0	2,000	2,000	2,000						
Dept: 000	0	2,000	2,000	0	2,000	2,000	2,000	0					
Total Expenditures	0	2,000	2,000	0	2,000	2,000	2,000	0					
BUDGET STABILIZATION FUND	2,110	0	0	2,582	0	0	0	0					

FUND 395 WATER DEBT SERVICE

This fund is used to accept monies designated for water bond repayment.

699.405 Transfer In From Municipal Water The Board paid off the remaining bond balance in 2013 per the approved Capital Improvement Plan/Fiscal Analysis. Repayment to the General Fund is now paid from Fund 405.

FUND CLOSED – FY 2013-2014

FUND 405 **MUNICIPAL WATER**

This fund was created to take in monies for future water projects initiated by the Township. Once a specific project is ready to begin, a new fund will be created for that project and monies from this fund will be transferred into that fund. That new fund will be used to track expenditures for design, construction, administration, engineering, legal and like expenditures directly attributable to that project.

REVENUE

610.000 Commodity Charge The Township receives a commodity charge collected by the City of Brighton on our behalf, to help defray any maintenance costs associated with the Conference Center Drive water system. However, with only a few customers on this system, we are not generating enough revenue to cover our maintenance expenses. This will need to be addressed by the Township Board in the near future.

616.000 Tap In Fee The Township receives payments for each REU. This rate is currently \$5,700 per REU. With the Kroger watermain extension complete we have already received interest in other businesses tying into LCWA. The budget includes 7 new REU due to the development at 9984 Grand River. This is a preliminary figure and will change depending on the specific Appendix A assignment.

EXPENSES

804.600 Contract Services-City Maintenance This is for maintenance services the City of Brighton provides for the new Conference Center Drive water main. Payment is due December 1st each year.

819.000 Engineering Services For engineering services related to the water system.

990.300 Interest General Fund Loan. In March 2013, the Board approved to payoff the remaining bond balance per the approved Capital Improvement Plan/Fiscal Analysis. The Board approved a loan from the General Fund in the amount of \$1,150,000. Annual interest on the loan will be calculated at 1%.

Note: The Municipal Water Fund has an outstanding loan due to the General Fund of \$525,600 (\$128,000 advance and \$397,600 for actual construction) from 2007 when the General Fund loaned money to the Municipal Water Fund for the construction of the LCWA water treatment plant as identified in Resolution 07-028. It is anticipated that when LCWA next goes out for bonds the Township will be repaid in full for the funds advanced.

BUDGET WORKSHEET

Page: 6
3/12/2019
3:41 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			Estimated Total	(6)	(7)	(8)					
		Original Budget	Amended Budget	Actual Thru March									
Fund: 405 - MUNICIPAL WATER FUND													
Revenues													
Dept: 000													
610.000 COMMODITY SURCHARGE	2,832	2,000	2,000	2,045	2,000	2,800	2,800						
616.000 TAP IN FEE	165,300	11,400	11,400	22,800	11,400	39,900	39,900						
664.000 INTEREST EARNED	5,916	3,000	3,000	11,006	3,000	5,000	5,000						
664.002 INTEREST EARNED-LCWA LOAN	2,040	0	0	0	0								
671.000 OTHER REVENUE	0	0	0	0	0								
676.300 SETTLEMENT LCWA -M.O.A.	0	0	0	0	0								
Dept: 000	176,088	16,400	16,400	35,851	16,400	47,700	47,700	0					
Total Revenues	176,088	16,400	16,400	35,851	16,400	47,700	47,700	0					
Expenditures													
Dept: 000													
804.600 CONTRACT SERVICES- CITY MAINT	3,864	4,000	4,000	0	4,000	4,000	4,000						
819.000 ENGINEERING SERVICES	0	0	0	0	0								
827.000 LEGAL	0	0	0	0	0								
967.005 PROJ COST-LCWA MOA SETTLEMENT	0	0	0	0	0								
967.006 PROJ COST LCWA BOOSTER STATION	0	0	0	0	0								
967.007 PROJ COST LCWA FILTERS 5 & 6	0	0	0	0	0								
967.008 PROJ COST LCWA FILTERS 7 & 8	0	0	0	0	0								
990.300 INT EXP- G.F. LOAN	11,500	11,500	11,500	11,500	11,500	11,500	11,500						
Dept: 000	15,364	15,500	15,500	11,500	15,500	15,500	15,500	0					
Total Expenditures	15,364	15,500	15,500	11,500	15,500	15,500	15,500	0					
MUNICIPAL WATER FUND	160,724	900	900	24,351	900	32,200	32,200	0					

FUND 589

SEWER CAPITAL RESERVE

This fund is to be used to receive monies generally from “590 - Sewer Operations and Maintenance (O&M) Fund”. At inception (2002) of the sewer system it was recommended approximately \$70,000 annually be transferred in as highlighted in the approved Capital Improvement Plan/Fiscal Analysis. The “actual” annual amount transferred in is determined by the O&M budget and the health of the O&M fund.

REVENUE

671.000 Other Revenue.

699.590 Transfer in from Sewer O + M. This is the amount we “save” every year for future repairs to the treatment plant and collection system. This amount is dependent upon the health of the sewer O + M fund. This transfer amount has been budgeted at \$70,000, however, the actual figure may increase through a budget amendment depending on the O & M fund equity.

EXPENSES

971.100 Policy #807 Exhibit B Credit - Per Shoner Potocki v Brighton Township Settlement Agreement and Administrative Policy #807, parcels listed on Exhibit B of the Settlement Agreement are eligible for a \$3,800 credit. The budget estimates five in FY 19-20.

972.000 Capital Replacement Funds were reserved to cover the cost of replacing the capital components of the sewer system as the system aged. The adopted Asset Management Plan forecasts which components could be expected to fail based upon "useful life" calculations. Actual expenditures from this line will not be known, and component replaced, until the time of failure or recommended by our consultant. However, possible projects include:

Expenditure or Project	Estimated Cost
Upgrade Station #1 – Electrical	\$35,000 to \$45,000
Upgrade Station #2 – Electrical	\$25,000 to \$30,000
Upgrade Station #2 – Stationary Generator	\$30,000 to \$40,000
Upgrade Station #3 – Three Way Valve	\$15,000 to \$20,000
Upgrade PLC – Station #5	\$5,000 to \$6,000
Upgrade PLC – Station #6	\$5,000 to \$6,000
Upgrade PLC – Station #7	\$5,000 to \$6,000
Upgrade PLC – Station #8	\$5,000 to \$6,000
UV System – Replace Lamps	\$5,500
UV System – Rebuild	\$3,600 to \$3,800
Replace Ferric Pumps	\$6,000 to \$7,000
Replace Return Sludge Pump (RAS) #2	\$16,000
Upgrade/Replace SCADA computer/system in WWTP	\$17,000
Electrical Maintenance of WWTP Tiebreaker	\$6,000

Major Repair and Maintenance are paid out of this line since FY2017-18.

NOTE: Debt Service \$80.50 per REU per quarter. Per Shoner, Potocki V. BT settlement agreement and Administrative Policy #817, the \$80.50 will stop accruing effective January 31, 2018 for the properties in the original SAD (~2002). The amount accrued through January 31, 2018 is \$3,458.99.

BUDGET WORKSHEET

Page: 7
3/12/2019
3:41 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6)	(7)	(8)				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 589 - SEWER CAPITAL RESERVE											
Revenues											
Dept: 000											
664.000 INTEREST EARNED	4,490	2,000	2,000	8,493	2,000	7,000	7,000				
671.000 OTHER REVENUE	0	140,000	368,428	368,428	368,428						
699.590 TRANSFER IN FROM SEWER O&M	100,000	70,000	70,000	70,000	70,000	70,000	70,000				
Dept: 000	104,490	212,000	440,428	446,921	440,428	77,000	77,000				
Total Revenues	104,490	212,000	440,428	446,921	440,428	77,000	77,000				
Expenditures											
Dept: 000											
971.100 POLICY #807- EXHIBIT B CREDIT	0	0	30,400	3,800	30,400	19,000	19,000				
972.000 CAPITAL REPLACEMENT	32,114	98,000	98,000	52,107	98,000	169,000	169,000				
990.300 INT EXP- G.F. LOAN	2,800	0	0	0	0						
999.590 TRAN OUT TO SEWER O&M	0	0	0	0	0						
Dept: 000	34,914	98,000	128,400	55,907	128,400	188,000	188,000				
Total Expenditures	34,914	98,000	128,400	55,907	128,400	188,000	188,000				
SEWER CAPITAL RESERVE	69,576	114,000	312,028	391,014	312,028	-111,000	-111,000				

FUND 590 **SEWER OPERATIONS AND MAINTENANCE FUND**

This fund receives its revenue from quarterly billings. Similarly, when system users require repairs to their local system for which they are responsible and when not prepaid, those monies will be deposited into this fund to offset the expenditures. Expenditures from this fund primarily go for the day to day operation of the sewer system.

Revenues are based upon the current number of users at the current quarterly User Fee rate. Effective April 1, 2017 the rate was set at \$106 per REU per quarter.

643.000 Penalties. These are penalties applied on current bills not paid by the due date.

644.000 Late Charge 10% charge for accounts in arrears. In September, accounts that are 90 days delinquent are placed on the tax roll. Budgeted amount reflects recent history for this account.

655.000 NSF Fees charged by the township for non-sufficient funds checks are shown here.

590-537-539.000 MDEQ SAW Grant – The Township was awarded this grant in December 2017. Upon award the Township can seek reimbursement for funds expended in 2013-2014 for the grant application and Asset Management Plan. Any additional expenditure would be reimbursable up to 90% with the Township being responsible for 10%. We will need to work with our new engineers to confirm how this grant fund will be expended and reimbursed prior to December 2020.

671.000 Other Revenue.

Expenditures

Expenditures have been divided into four activity centers within the sewer fund. They are:

Administration **537**
Operation and Maintenance **540**
Capital Outlay **900**
Debt Service **905**

Administration expenditures include billing, receipting, legal fees and other administrative functions. Consultant is the quarterly financial reporting provided by the township's audit firm.

Poverty deferrals are the assessments deferred due to financial hardship. They have become a lien on the property and will be collected at the time the property is sold or transferred or the owner dies.

The largest expense in the operations and maintenance area is for the contracted operator. The more history we have with the system the more accurate this budget item will become.

537

537-807.000 Audit This is to cover the cost of our auditors in their annual audit of the sewer fund. Costs were increased to more accurately reflect the sewer funds share of these efforts.

537-818.000 Consultants is for professional assistance such as Engineers and Financial Consultants for the quarterly sewer report and/or annual rate analysis.

537-826.100 Computer Support Services Includes the utility billing web interface system.

537-827.000 -.010 Legal

537-961.000 Administrative Fee is for a portion of the Utility Billing and related activities through the Clerk's office to prepare and process the quarterly billings and payments.

537-967.003 Project MDEQ SAW Grant. The Township applied for this in 2013 and was awarded in December 2017. The Township has until December 2020 to spend and get reimbursed for the grant dollars.

540

540-804.300 & 400 Contract Services is for the outside contractor to manage the Wastewater Treatment Plant and non routine repairs. The Township rebid this contract in early 2017 and entered into a new three year contract effective April 1, 2017. This account has been increased in recent years to reflect the increased costs of call outs for grinder pump failures and for locates/startups.

540-811.000 Liability Insurance. This is insurance for the operations and maintenance of the sewer collection and treatment system as well as sewer overflow insurance.

540-818.000 Consulting Is for professional services that may be required for the sewer system.

540-920.000 Utilities is the electricity to each pump station and electricity and heat at the plant. Our operator has worked to install timers which reduce our electric use and we were able to obtain reduced rates from Edison to receive municipal pump rates during off peak periods.

540-930.000 Building Maintenance & Repair as the plant ages repairs will be needed more often. We anticipate some driveway maintenance and repairs will be required in the near future as well as the replacement of the air conditioner in the lab.

540-931.000 Equipment Maintenance & Repair includes costs of repairing items in the treatment plant (e.g. motors, rotor gear box, compressors). This expenditure will increase as the plant ages. Major repairs will be charged from Fund 589.

540-932.000 Grounds Maintenance is the mowing, rubbish and snow plowing.

540-936.000 Collection System Maintenance Repair This is a line item for maintenance repair on the system outside of the sewer plant such as grinder pump and lift station repairs. This line item will require close monitoring as we are experiencing more system failures and blockages.

540-968.100 Transfer to Reserve Fund: At inception of the sewer system (2002) it was recommended the Board transfer \$70,000 each year to the Reserve Fund for large system repairs. The annual amount is determined by the health of the O&M fund and for budgeting purposes is proposed at \$70,000. The actual transfer amount could be greater following the completion of the audit.

900

970.000 Capital Outlay - The August 17, 2015 Asset Management Plan recommends setting aside funds on an annual basis for these costs. The CIP is listed in Appendix H. Major expenses will be paid out of Fund 589. 000.972

971.000 – Grinder Pumps - The August 17, 2015 Asset Management Plan recommends setting aside funds on an annual basis for these costs. The CIP is listed in Appendix I. Major expenses will be paid out of Fund 589.000.972. Grinder pump replacement parts will be charged to this line item.

974.000 Capital Improvements

905

905-990.300 INT EXP-G.F. LOAN

990.400 Interest Expense-General Fund Loan 2012

NOTE: User Fee remains the same at \$106 per REU per quarter.

BUDGET WORKSHEET

Page: 8
3/12/2019
3:41 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 590 - SEWER O & M FUND											
Revenues											
Dept: 000											
539.000 STATE GRANT- MDEQ SAW GRANT	0	216,000	216,000	0	216,000	216,000	216,000				
642.000 USAGE CHARGE	873,719	886,160	886,160	887,799	886,160	895,000	895,000				
642.050 USER CHARGES PRIOR PERIOD	0	0	0	0	0						
643.000 LATE CHARGE	13,940	14,000	14,000	14,440	14,000	14,000	14,000				
643.500 PROP OWNER REIMB- REV	0	0	0	0	0						
644.000 DELINQUENT FEE ON TAXES	4,640	5,000	5,000	5,472	5,000	5,000	5,000				
646.000 SALE OF INVENTORY	0	0	0	0	0						
655.000 NSF FEE	175	0	0	35	0						
664.000 INTEREST EARNED	468	200	200	1,694	200	400	400				
669.000 INTEREST FROM SAD PMT	0	0	0	0	0						
671.000 OTHER REVENUE	1,675	514,832	514,832	514,832	514,832						
671.002 OTHER REVENUE-NORTHWINDS	0	0	0	0	0						
676.000 REIMBURSEMENT	5,779	0	0	10,825	0						
694.000 CASH OVER AND SHORT	0	0	0	0	0						
699.589 TRAN IN FROM SEWER CAP RESERVE	0	0	0	0	0						
Dept: 000	900,396	1,636,192	1,636,192	1,435,097	1,636,192	1,130,400	1,130,400				
Total Revenues	900,396	1,636,192	1,636,192	1,435,097	1,636,192	1,130,400	1,130,400				
Expenditures											
Dept: 537 ADMINISTRATION											
727.000 SUPPLIES	1,065	500	500	553	500	600	600				
730.000 POSTAGE	1,987	2,200	2,200	1,916	2,200	2,200	2,200				
807.000 AUDIT SERVICES	4,800	4,800	4,800	4,660	4,800	4,660	4,660				
809.000 BANK FEES	0	100	100	0	100	100	100				
809.100 NSF CHECKS RETURNED	0	0	0	0	0						
818.000 CONSULTING	13,944	8,000	11,163	11,163	11,163	12,000	12,000				
819.000 ENGINEERING SERVICES	5,250	5,000	1,838	0	1,838	5,000	5,000				
826.100 COMPUTER SUPPORT SERVICES	2,617	2,800	2,800	3,243	2,800	3,500	3,500				
827.000 LEGAL	57,723	32,000	42,000	52,056	42,000	5,000	5,000				
827.010 LEGAL-SHONER & POTOCKI V BT	231,711	29,000	129,000	98,244	129,000	5,000	5,000				
900.000 PRINTING & PUBLISHING	0	0	0	0	0						
961.000 ADMINISTRATIVE FEE	4,800	4,800	4,800	4,800	4,800	4,800	4,800				
967.003 PROJECT COSTS- MDEQ SAW GRANT	0	216,000	216,000	0	216,000	216,000	216,000				
ADMINISTRATION	323,897	305,200	415,201	176,635	415,201	258,860	258,860				
Dept: 540 OPERATION AND MAINTENANCE											
727.000 SUPPLIES	29,957	35,000	35,000	30,069	35,000	35,000	35,000				
737.000 SMALL EQUIPMENT EXPENSE	0	0	0	2,050	0						

BUDGET WORKSHEET

 Page: 9
 3/12/2019
 3:41 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru March	Estimated Total	(6)	(7)	(8)
	Requested	Recommended						
Fund: 590 - SEWER O & M FUND								
Expenditures								
Dept: 540 OPERATION AND MAINTENANCE								
804.300 CONTRACTED SERVICES-FIXED	196,454	199,224	199,224	180,775	199,224	202,054	202,054	
804.400 CONTRACT SERVICES-NON ROUTINE	51,615	50,000	50,000	44,761	50,000	65,000	65,000	
804.500 CONTRACT SERV-SLUDGE REMOVAL	21,852	23,000	23,000	33,104	23,000	35,000	35,000	
811.000 LIABILITY INSURANCE	25,087	25,000	25,000	24,413	25,000	26,000	26,000	
853.000 TELEPHONE	1,180	1,200	1,200	1,018	1,200	1,300	1,300	
920.000 UTILITIES	107,707	105,000	105,000	87,777	105,000	108,000	108,000	
930.000 BUILDING MAINTENANCE & REPAIR	6,436	12,000	12,000	14,887	12,000	12,000	12,000	
930.100 BUILDING SECURITY ALARM	527	550	550	546	550	600	600	
931.000 EQUIPMENT MAINTENANCE & REPAIR	17,816	26,000	26,000	21,112	26,000	26,000	26,000	
932.000 GROUNDS MAINTENANCE & REPAIR	8,315	11,000	11,000	9,951	11,000	16,000	16,000	
936.000 COLLECTION SYS MAINT REPAIR	30,027	25,000	25,000	47,144	25,000	45,000	45,000	
936.001 INFILTRATION MANHOLE 300A	0	0	0	0	0			
962.000 PERMIT FEES	4,232	3,500	3,500	2,450	3,500	3,500	3,500	
964.000 REFUNDS	0	0	0	1,852	0			
968.100 TRAN TO RESERVE FUND	100,000	70,000	70,000	70,000	70,000	70,000	70,000	
969.000 CONTINGENCIES	0	3,000	3,000	0	3,000	3,000	3,000	
OPERATION AND MAINTENANCE	601,205	589,474	589,474	571,909	589,474	648,454	648,454	0
Dept: 900 CAPITAL OUTLAY								
970.000 CAPITAL OUTLAY	0	0	0	0	0			
971.000 GRINDER PUMPS/PARTS	157,175	150,000	150,000	80,442	150,000	257,600	257,600	
974.000 CAPITAL IMPROVEMENTS	0	10,000	10,000	0	10,000			
CAPITAL OUTLAY	157,175	160,000	160,000	80,442	160,000	257,600	257,600	0
Dept: 905 DEBT SERVICE								
990.300 INT EXP- G.F. LOAN	4,297	0	0	0	0			
DEBT SERVICE	4,297	0	0	0	0	0	0	0
Total Expenditures	1,086,574	1,054,674	1,164,675	828,986	1,164,675	1,164,914	1,164,914	0
SEWER O & M FUND	-186,178	581,518	471,517	606,111	471,517	-34,514	-34,514	0

FUND 592 SEWER DEBT SERVICE

Revenue in this fund comes from three primary sources. The special Assessment Districts enacted for the original Sanitary Sewer System and the Spencer Road Extension, Tap-In Fees paid by new users connecting to the system, and a component of the quarterly bill paid by all users. A fourth, intermittent source, General Fund, may be required from time to time to make up deficiencies that may occur. The General Fund may not supply funds except in the form of a loan. Expenditures from this fund go to making the semi-annual bond payments for Sewer Debt.

NOTE: The Capital Charge will be reviewed on an annual basis.

616.000 Tap In Fee charged to cover the cost of the new user's capacity in the treatment plant and transmission mains. Per Shoner, Potocki V. BT settlement agreement and Administrative Policy #818, the revenue for 401 new REU will be received by the General Fund.

642.100 Debt Service Charge Fee charged on the quarterly utility bill required to make bond payments. No rate increase is recommended per Board action at the February 25, 2019 Board meeting. However, the financial health of the fund will continue to be monitored and dictate if, and when, a rate increase may be warranted. Debt Service is currently \$80.50 per REU per quarter. Per Shoner, Potocki V. BT settlement agreement and Administrative Policy #817, the \$80.50 will stop accruing effective January 31, 2018 for the properties in the original SAD (~2002). The amount accrued through January 31, 2018 is \$3,458.99.

643.000 Late Charges 10% penalty on capital costs are incurred when the bill is paid after the due date.

644.000 Delinquent Fee on taxes 10% charge for accounts are in arrears. In September, accounts that are 90 days delinquent are placed on the tax roll. Budget amount reflects recent history of this account.

669.000 -672.200 Special Assessments and Interest Money received from tax roll payments on the assessments or from early pay offs. Early pay offs present a problem because it is difficult for us to invest the money at a rate equal to what we are paying to borrow the money.

671.000 Other Revenue.

672.000 Payment Over Time-These are people who paid the 10% down on their tap fee and spread the rest over a period of time as allowed by Township Administrative Policy 817.

699.101 Transfer In From General Fund – None planned.

EXPENSES

827.000 Legal Funds are budgeted in anticipation of increased activity with system expansion projects.

974.000 Capital Improvements This is for future expansion or upgrades to the sewer system.

990.500 Interest General Fund Loan 2013 – This is interest on the 2013 \$1,200,000 loan from General Fund to make payment on the Bond Payment Sewer Debt per the Board adopted Capital Improvement Plan. Interest of 1% will be charged annually. Per Shoner Potocki v Brighton Township Settlement Agreement and Administrative Policy #818: Interest on Loans from General Fund to the Sewer Funds – These loans are forgiven and therefore no interest will be received by the General Fund.

990.300 – 999.003 Expenditures are the bond interest payments for the original system and an annual interest amount paid to the General Fund for the outstanding loan. Agent fees are the fees paid to the bank for administering the bond payments.

NOTE: User Fee is \$106 per REU per quarter and Debt Service \$80.50 per REU per quarter. Per Shoner, Potocki V. BT settlement agreement and Administrative Policy #817, the \$80.50 will stop accruing effective January 31, 2018 for the properties in the original SAD (~2002). The amount accrued through January 31, 2018 is \$3,458.99.

BUDGET WORKSHEET

Page: 10
3/12/2019
3:41 pm

Brighton Township

	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended
		Original Budget	Amended Budget	Actual Thru March			
Month: 3/31/2019							
Fund: 592 - SEWER DEBT SERVICE							
Revenues							
Dept: 000							
607.200 ADMIN FEE- SPEC ASSESSMENT	0	0	0	0	0		
616.000 TAP IN FEE	564,300	256,500	256,500	69,774	256,500		
616.001 DEVELOPER CONTRIBUTIONS	0	0	0	0	0		
642.050 USER CHARGES PRIOR PERIOD	0	0	0	0	0		
642.100 CAPITAL COSTS CHARGE	641,796	210,000	210,000	175,062	210,000	107,490	107,490
642.200 CAPITAL COSTS CHGE-PPE	0	0	0	0	0		
643.000 LATE CHARGE	13,220	14,000	14,000	2,609	14,000	2,000	2,000
644.000 DELINQUENT FEE ON TAXES	5,408	7,000	7,000	4,672	7,000	2,000	2,000
655.000 NSF FEE	0	0	0	0	0		
664.000 INTEREST EARNED	15,405	10,000	10,000	26,035	10,000	10,000	10,000
669.000 INTEREST FROM SAD PMT	122,956	82,438	82,438	81,638	82,438	39,110	39,110
669.200 INTEREST FROM SAD- SPENCER	5,925	5,080	5,080	4,931	5,080	4,110	4,110
671.000 OTHER REVENUE	2,920	2,031,000	2,031,000	2,031,000	2,031,000		
687.000 REFUNDS	0	0	0	0	0		
693.000 LIT. SETL.- CUST CREDITS	0	0	0	0	0		
694.000 CASH OVER AND SHORT	7	0	0	0	0		
699.101 TRANSFER IN-GENERAL FUND	0	0	0	0	0		
Dept: 000	1,371,937	2,616,018	2,616,018	2,395,721	2,616,018	164,710	164,710
Total Revenues	1,371,937	2,616,018	2,616,018	2,395,721	2,616,018	164,710	164,710
Expenditures							
Dept: 000							
809.000 BANK FEES	0	0	0	0	0		
809.100 NSF CHECKS RETURNED	0	0	0	0	0		
827.000 LEGAL	0	1,000	1,000	0	1,000		
964.000 REFUNDS	0	0	0	1,458	0		
965.000 CHARGEBACK TAXES	0	0	0	0	0		
968.000 DEPRECIATION	839,943	840,000	840,000	0	840,000	840,000	840,000
997.007 BOND ISSUANCE-AMORTIZATION	0	0	0	0	0		
Dept: 000	839,943	841,000	841,000	1,458	841,000	840,000	840,000
Dept: 905 DEBT SERVICE							
990.300 INT EXP- G.F. LOAN	8,620	0	0	0	0		
990.500 INT EXP- G.F. LOAN 2013- 1.2 M	12,000	0	0	0	0		
990.600 INT EXP GF LOAN 09/13 \$200,000	2,000	0	0	0	0		
990.700 INT EXP GF LOAN 12/13 \$200,000	2,000	0	0	0	0		
999.002 BOND PAYMENT-INTEREST	79,082	155,000	155,000	123,400	155,000	91,800	91,800
999.003 AGENT FEES	500	500	500	500	500	500	500

BUDGET WORKSHEET

 Page: 11
 3/12/2019
 3:41 pm

Brighton Township

	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended
		Original Budget	Amended Budget	Actual Thru March			
Month: 3/31/2019							
Fund: 592 - SEWER DEBT SERVICE							
Expenditures							
Dept: 905 DEBT SERVICE							
999.005 BOND ISSUE COSTS-2015 REFI	0	0	0	0	0		
999.006 BOND PAYMENT- DISCOUNT	0	0	0	0	0		
DEBT SERVICE	104,202	155,500	155,500	123,900	155,500	92,300	92,300
Total Expenditures	944,145	996,500	996,500	125,358	996,500	932,300	932,300
SEWER DEBT SERVICE	427,792	1,619,518	1,619,518	2,270,363	1,619,518	-767,590	-767,590
							0

FUND 593 SPENCER ROAD SEWER DEBT SERVICE

This fund gets its revenue from a Special Assessment created for that purpose. Expenditures from this fund go to making the semi-annual bond payments for Spencer Sewer Debt.

The only revenue this system has is special assessments and interest:

999.001 – 999.003 Expenditures are the bond interest payments and depreciation for this system.

BUDGET WORKSHEET

Page: 12
3/12/2019
3:41 pm

Brighton Township

	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended
		Original Budget	Amended Budget	Actual Thru March			
Month: 3/31/2019							
Fund: 593 - SPENCER SEWER DEBT SERVICE							
Revenues							
Dept: 000							
664.000 INTEREST EARNED	925	400	400	1,470	400	400	400
669.000 INTEREST FROM SAD PMT	10,963	9,360	9,360	8,759	9,360	7,300	7,300
671.000 OTHER REVENUE	0	0	0	0	0		
Dept: 000							
	11,888	9,760	9,760	10,229	9,760	7,700	7,700
Total Revenues	11,888	9,760	9,760	10,229	9,760	7,700	7,700
Expenditures							
Dept: 000							
968.000 DEPRECIATION	22,123	22,000	22,000	0	22,000	22,200	22,200
999.001 BOND PAYMENT INT- SPENCER RD	14,180	12,320	12,320	12,320	12,320	10,420	10,420
999.003 AGENT FEES	300	300	300	500	300	500	500
Dept: 000							
	36,603	34,620	34,620	12,820	34,620	33,120	33,120
Total Expenditures	36,603	34,620	34,620	12,820	34,620	33,120	33,120
SPENCER SEWER DEBT SERVICE	-24,715	-24,860	-24,860	-2,591	-24,860	-25,420	-25,420
							0

FUND 701 TRUST AND AGENCY

This Fund is a holding Fund to account for monies held by the Township Treasurer to be dispersed as required to other Funds or Entities.

BUDGET WORKSHEET

Page: 13
3/12/2019
3:41 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6)	(7)	(8)				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 701 - TRUST AND AGENCY FUND											
Revenues											
Dept: 000											
412.000 DELINQUENT REAL PROPERTY TAX	0	0	0	0	0						
607.300 ADMIN FEE OVERAGE	0	0	0	0	0						
655.000 NSF FEE	0	0	0	0	0						
664.000 INTEREST EARNED	0	0	0	24	0						
687.000 REFUNDS	0	0	0	0	0						
694.000 CASH OVER AND SHORT	0	0	0	0	0						
Dept: 000	0	0	0	24	0	0	0				
Total Revenues	0	0	0	24	0	0	0				
Expenditures											
Dept: 000											
809.000 BANK FEES	0	0	0	0	0						
809.100 NSF CHECKS RETURNED	0	0	0	0	0						
964.000 REFUNDS	0	0	0	0	0						
Dept: 000	0	0	0	0	0	0	0				
Total Expenditures	0	0	0	0	0	0	0				
TRUST AND AGENCY FUND	0	0	0	24	0	0	0				

FUND 702 PATHWAYS FUND

This fund is used to receive monies from the General Fund, Grants/Contributions and Property Developers for setting aside funds for future Trails or Bike Paths. Expenditures are to be paid from this fund to build Township Board approved pathways pursuant to the Pathways Master plan.

Revenues

699.101 Transfer in General Fund Transfer is based upon the Board adopted CIP.

699.792 Transfer in from Future Roads – None.

Expenditures

967.000 Project Costs – None

BUDGET WORKSHEET

Page: 14
3/12/2019
3:41 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 702 - PATHWAYS FUND											
Revenues											
Dept: 000											
608.110 PATHWAY- T-BONEZ	0	0	0	11,000	0						
664.000 INTEREST EARNED	873	500	500	2,187	500	500	500				
694.000 CASH OVER AND SHORT	0	0	0	0	0						
699.101 TRANSFER IN-GENERAL FUND	100,000	100,000	100,000	100,000	100,000	100,000	100,000				
699.792 TRANSFER IN FROM FUTURE ROADS	0	0	0	0	0						
Dept: 000	100,873	100,500	100,500	113,187	100,500	100,500	100,500				
Total Revenues	100,873	100,500	100,500	113,187	100,500	100,500	100,500				
 Expenditures											
Dept: 000											
809.000 BANK FEES	0	0	0	0	0						
819.000 ENGINEERING SERVICES	0	0	0	0	0						
967.000 PROJECT COSTS	19,771	0	0	0	0						
999.792 TRANSFER OUT TO FUTURE ROADS	0	0	0	0	0						
Dept: 000	19,771	0	0	0	0	0	0				
Total Expenditures	19,771	0	0	0	0	0	0				
 PATHWAYS FUND	 81,102	 100,500	 100,500	 113,187	 100,500	 100,500	 100,500				

FUND 703

CURRENT TAX COLLECTIONS

This temporary holding Fund is used by the Treasurer until disbursed to the required entity.

BUDGET WORKSHEET

Page: 15
3/12/2019
3:41 pm

Brighton Township

	Prior Year Actual	Current Year			(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru March			
Month: 3/31/2019							
Fund: 703 - CURRENT TAX COLLECTIONS FUND							
Revenues							
Dept: 000							
402.000 PROPERTY TAXES	0	0	0	0	0		
412.000 DELINQUENT REAL PROPERTY TAX	0	0	0	0	0		
655.000 NSF FEE	0	0	0	490	0		
664.000 INTEREST EARNED	0	0	0	14,508	0		
671.000 OTHER REVENUE	0	0	0	0	0		
687.000 REFUNDS	0	0	0	7,482	0		
694.000 CASH OVER AND SHORT	0	0	0	35	0		
Dept: 000	0	0	0	22,515	0	0	0
Total Revenues	0	0	0	22,515	0	0	0
Expenditures							
Dept: 000							
809.000 BANK FEES	0	0	0	0	0		
809.100 NSF CHECKS RETURNED	0	0	0	0	0		
Dept: 000	0	0	0	0	0	0	0
Total Expenditures	0	0	0	0	0	0	0
CURRENT TAX COLLECTIONS FUND	0	0	0	22,515	0	0	0

FUND 792 **FUTURE ROAD IMPROVEMENTS**

This Fund is used to pay for road improvement projects that the Township participates in financially. Township participation may be 100%, partial or in the form of a loan. Funds that are loaned for an SAD project will be transferred out of this fund and into the SAD Road Projects Fund (Fund 814). Additional funding may be allocated from the General Fund in the form of a transfer or loan.

699.101 Transfer In-General Fund Funds will be transferred in to allow the Township to participate in a future road project. The amount of the transfer is determined by the Township Board on a year by year basis. In FY 19-20 the Township will transfer in \$1,380,000 from GF 101.999.999.792.

Expenditures

967.000 – Project Costs –

The following projects, broken down by department, are being funded by the Township:

013	Maxfield Road – Hyne to Commerce. Limestone application	\$154,800
045	Pleasant Valley Culvert – Township Share	\$326,711
014	Roundabout at Jacoby, Kensington	\$135,000
015	Pleasant Valley / Kensington	\$763,489

The following projects, broken down by department, are being advanced funded by the Township to cover construction cost scheduled for the summer of 2019 for these SAD projects. Once construction is completed, bond financing will be sought. Bond revenue will reimburse Fund 792 and annual payments by SAD properties into Fund 814 will cover the cost of the annual bond obligations. A budget amendment following the issuance of the bond is anticipated.

029	DeMaria West	\$419,000
060	Meadowood	\$413,000
094	Shenandoah / Shenandoah Pond	\$965,000

BUDGET WORKSHEET

Page: 16
3/12/2019
3:41 pm

Brighton Township

	Prior Year Actual	Current Year			(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru March			
Month: 3/31/2019							
Fund: 792 - FUTURE ROAD IMPROVEMENT							
Revenues							
Dept: 000							
664.000 INTEREST EARNED	21,464	9,000	9,000	31,283	9,000		
671.000 OTHER REVENUE	0	0	0	0	0	1,797,000	
699.101 TRANSFER IN-GENERAL FUND	1,500,000	250,000	250,000	250,000	250,000	1,380,000	1,380,000
Dept: 000	1,521,464	259,000	259,000	281,283	259,000	1,380,000	3,177,000
Total Revenues	1,521,464	259,000	259,000	281,283	259,000	1,380,000	3,177,000
Expenditures							
Dept: 013 MAXFIELD RD							
967.000 PROJECT COSTS	0	0	0	0	0	154,800	154,800
MAXFIELD RD	0	0	0	0	0	154,800	154,800
Dept: 014 ROUNDABOUT JACOBY/KENSINGTO							
967.000 PROJECT COSTS	0	0	0	0	0	135,000	135,000
ROUNDABOUT JACOBY/KENSINGTON	0	0	0	0	0	135,000	135,000
Dept: 015 PLEASANT VALLEY/KENSINGTON RI							
967.000 PROJECT COSTS	0	0	0	0	0	763,489	763,489
PLEASANT VALLEY/KENSINGTON RD	0	0	0	0	0	763,489	763,489
Dept: 029 DEMARIA WEST							
967.000 PROJECT COSTS	0	0	0	0	0	419,000	419,000
DEMARIA WEST	0	0	0	0	0	419,000	419,000
Dept: 037 CULVER ROAD							
967.000 PROJECT COSTS	0	650,000	650,000	609,245	650,000		
CULVER ROAD	0	650,000	650,000	609,245	650,000	0	0
Dept: 045 PLEASANT VALLEY RD CULVERT							
967.000 PROJECT COSTS	0	225,000	225,000	0	225,000	326,711	326,711
PLEASANT VALLEY RD CULVERT	0	225,000	225,000	0	225,000	326,711	326,711
Dept: 060 MEADOWOOD							
967.000 PROJECT COSTS	0	0	0	0	0	413,000	413,000
MEADOWOOD	0	0	0	0	0	413,000	413,000
Dept: 064 HYNE ROAD							
967.000 PROJECT COSTS	0	0	0	0	0		
HYNE ROAD	0	0	0	0	0	0	0
Dept: 066 SPENCER ROAD							
967.000 PROJECT COSTS	0	0	0	0	0		
SPENCER ROAD	0	0	0	0	0	0	0
Dept: 067 PLEAS VAL- S OF 96							
967.000 PROJECT COSTS	0	0	0	0	0		
PLEAS VAL- S OF 96	0	0	0	0	0	0	0
Dept: 088 KENSINGTON RD							
967.000 PROJECT COSTS	0	0	0	0	0		

BUDGET WORKSHEET

 Page: 17
 3/12/2019
 3:41 pm

Brighton Township

Month: 3/31/2019	Prior	Current Year		(6)	(7)	(8)	
	Year	Original	Amended				
	Actual	Budget	Budget	Actual Thru	Estimated	Requested	Recommended
Fund: 792 - FUTURE ROAD IMPROVEMENT							
Expenditures							
KENSINGTON RD	0	0	0	0	0	0	0
Dept: 089 OLD US 23 S OF HILTON							
967.000 PROJECT COSTS	650,552	0	0	0	0		
OLD US 23 S OF HILTON	650,552	0	0	0	0	0	0
Dept: 090 HYNE W OF OLD 23							
967.000 PROJECT COSTS	431,133	0	0	0	0		
HYNE W OF OLD 23	431,133	0	0	0	0	0	0
Dept: 091 STOBART/JACOBY/KENSINGTON							
967.000 PROJECT COSTS	442,647	0	0	0	0		
STOBART/JACOBY/KENSINGTON	442,647	0	0	0	0	0	0
Dept: 092 OLD US 23 S OF SPENCER							
819.000 ENGINEERING SERVICES	0	0	0	0	0		
OLD US 23 S OF SPENCER	0	0	0	0	0	0	0
Dept: 093 STOBART- EAST END							
967.000 PROJECT COSTS	0	0	0	0	0		
STOBART- EAST END	0	0	0	0	0	0	0
Dept: 094 SHENANDOAH/SHENANDOAH POND							
967.000 PROJECT COSTS	0	0	0	0	0	965,000	965,000
SHENANDOAH/SHENANDOAH POND	0	0	0	0	0	965,000	965,000
Total Expenditures	1,524,332	875,000	875,000	609,245	875,000	3,177,000	3,177,000
FUTURE ROAD IMPROVEMENT	-2,868	-616,000	-616,000	-327,962	-616,000	-1,797,000	0

Fund 793 Construction Escrow

These are funds held by the Township to ensure the successful completion of a private project and that all inspection fees are paid by the contractor.

BUDGET WORKSHEET

Page: 18
 3/12/2019
 3:41 pm

Brighton Township

	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended
		Original Budget	Amended Budget	Actual Thru March			
Month: 3/31/2019							
Fund: 793 - CONSTRUCTION ESCROW							
Revenues							
Dept: 000							
664.000 INTEREST EARNED	0	0	0	2,761	0		
671.000 OTHER REVENUE	0	0	0	0	0		
Dept: 000	0	0	0	2,761	0	0	0
Total Revenues	0	0	0	2,761	0	0	0
Expenditures							
Dept: 000							
809.000 BANK FEES	0	0	0	0	0		
Dept: 000	0	0	0	0	0	0	0
Total Expenditures	0	0	0	0	0	0	0
CONSTRUCTION ESCROW	0	0	0	2,761	0	0	0

FUND 812

SAD ROAD MAINTENANCE

This fund is used to pay for road maintenance on Private Roads when a Special Assessment District (SAD) is established. Maintenance may include such things as grading, graveling, dust control and snow removal. Funding comes from Special Assessment Districts set up for maintenance. Township Funds are not involved.

The funds from an SAD will not be available until March 1st following the first tax collection. Until March 1st no debt shall be allowed to be incurred except for direct administrative costs. Please refer to Administrative Policy 702.

A department number will be assigned to each SAD. All income and expenses including administrative expenses are accounted for within that department number. Unused funds at the conclusion of the SAD can only be used for road maintenance, returned to the current owner of record, or credited to the Future Road Improvement Fund if the balance is less than 5% per state law.

BUDGET WORKSHEET

 Page: 19
 3/12/2019
 3:41 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			Estimated Total	(6) Requested	(7) Recommended	(8)					
		Original Budget	Amended Budget	Actual Thru March									
Fund: 812 - SAD ROAD MAINTENANCE													
Revenues													
Dept: 030 BITTEN DR													
664.000 INTEREST EARNED	10	0	0	38	0								
672.000 SPECIAL ASSESSMENTS	8,681	7,000	7,000	7,000	7,000	7,000	7,000	7,000					
BITTEN DR	8,691	7,000	7,000	7,038	7,000	7,000	7,000	0					
Dept: 031 PARKLAWN SAD													
664.000 INTEREST EARNED	111	0	0	196	0								
672.000 SPECIAL ASSESSMENTS	13,260	13,260	13,260	13,260	13,260	13,260	13,260	13,260					
PARKLAWN SAD	13,371	13,260	13,260	13,456	13,260	13,260	13,260	0					
Dept: 033 DONALD/STUHRBURG SAD													
664.000 INTEREST EARNED	35	0	0	60	0								
672.000 SPECIAL ASSESSMENTS	0	0	0	840	0								
672.100 SPECIAL ASSESSMENTS	1,560	1,560	1,560	720	1,560	1,560	1,560	1,560					
DONALD/STUHRBURG SAD	1,595	1,560	1,560	1,620	1,560	1,560	1,560	0					
Dept: 038 LINK ROAD MAINTENANCE													
664.000 INTEREST EARNED	35	0	0	77	0								
672.000 SPECIAL ASSESSMENTS	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500					
LINK ROAD MAINTENANCE	7,535	7,500	7,500	7,577	7,500	7,500	7,500	0					
Dept: 039 TRACEY LANE SAD													
664.000 INTEREST EARNED	38	0	0	82	0								
672.000 SPECIAL ASSESSMENTS	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000					
TRACEY LANE SAD	6,038	6,000	6,000	6,082	6,000	6,000	6,000	0					
Dept: 040 RIDGECREST S.A.D.													
664.000 INTEREST EARNED	27	0	0	30	0								
672.000 SPECIAL ASSESSMENTS	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250					
RIDGECREST S.A.D.	3,277	3,250	3,250	3,280	3,250	3,250	3,250	0					
Dept: 054 BIRCHCREST													
664.000 INTEREST EARNED	21	0	0	30	0								
672.000 SPECIAL ASSESSMENTS	4,875	4,875	4,875	4,875	4,875	4,875	4,875	4,875					
BIRCHCREST	4,896	4,875	4,875	4,905	4,875	4,875	4,875	0					
Dept: 055 KENDOR													
664.000 INTEREST EARNED	17	0	0	29	0								
672.000 SPECIAL ASSESSMENTS	4,950	4,950	4,950	4,950	4,950	4,950	4,950	4,950					
KENDOR	4,967	4,950	4,950	4,979	4,950	4,950	4,950	0					
Dept: 069 BEN HUR FARMS													
664.000 INTEREST EARNED	13	0	0	27	0								
672.000 SPECIAL ASSESSMENTS	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250					
BEN HUR FARMS	3,263	3,250	3,250	3,277	3,250	3,250	3,250	0					
Dept: 086 WHITE TAIL RUN													
664.000 INTEREST EARNED	7	0	0	11	0								

BUDGET WORKSHEET

Page: 20
3/12/2019
3:41 pm

Brighton Township

	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended
		Original Budget	Amended Budget	Actual Thru March			
Month: 3/31/2019							
Fund: 812 - SAD ROAD MAINTENANCE							
Revenues							
Dept: 086 WHITE TAIL RUN							
672.000 SPECIAL ASSESSMENTS	2,520	2,520	2,520	2,520	2,520	2,520	2,520
WHITE TAIL RUN	2,527	2,520	2,520	2,531	2,520	2,520	2,520
Total Revenues	56,160	54,165	54,165	54,745	54,165	54,165	54,165
Expenditures							
Dept: 030 BITTEN DR							
967.000 PROJECT COSTS	1,680	7,000	7,000	5,290	7,000	13,200	13,200
BITTEN DR	1,680	7,000	7,000	5,290	7,000	13,200	13,200
Dept: 031 PARKLAWN SAD							
967.000 PROJECT COSTS	11,720	24,000	24,000	10,724	24,000	37,900	37,900
PARKLAWN SAD	11,720	24,000	24,000	10,724	24,000	37,900	37,900
Dept: 033 DONALD/STUHRBURG SAD							
964.000 REFUNDS	0	0	0	0	0		
967.100 ADDTL PROJECT COSTS	1,760	7,000	7,000	620	7,000	8,600	8,600
DONALD/STUHRBURG SAD	1,760	7,000	7,000	620	7,000	8,600	8,600
Dept: 038 LINK ROAD MAINTENANCE							
967.000 PROJECT COSTS	5,064	9,000	9,000	5,248	9,000	18,300	18,300
LINK ROAD MAINTENANCE	5,064	9,000	9,000	5,248	9,000	18,300	18,300
Dept: 039 TRACEY LANE SAD							
967.000 PROJECT COSTS	4,712	8,200	8,200	2,335	8,200	17,600	17,600
TRACEY LANE SAD	4,712	8,200	8,200	2,335	8,200	17,600	17,600
Dept: 040 RIDGECREST S.A.D.							
967.000 PROJECT COSTS	3,753	7,000	7,000	4,016	7,000	6,500	6,500
RIDGECREST S.A.D.	3,753	7,000	7,000	4,016	7,000	6,500	6,500
Dept: 054 BIRCHCREST							
967.000 PROJECT COSTS	5,484	4,875	4,875	4,646	4,875	10,400	10,400
BIRCHCREST	5,484	4,875	4,875	4,646	4,875	10,400	10,400
Dept: 055 KENDOR							
967.000 PROJECT COSTS	4,488	5,000	5,000	3,444	5,000	9,900	9,900
KENDOR	4,488	5,000	5,000	3,444	5,000	9,900	9,900
Dept: 069 BEN HUR FARMS							
967.000 PROJECT COSTS	2,515	3,250	3,250	3,390	3,250	5,900	5,900
BEN HUR FARMS	2,515	3,250	3,250	3,390	3,250	5,900	5,900
Dept: 086 WHITE TAIL RUN							
967.000 PROJECT COSTS	3,460	2,500	2,500	745	2,500	5,100	5,100
WHITE TAIL RUN	3,460	2,500	2,500	745	2,500	5,100	5,100
Total Expenditures	44,636	77,825	77,825	40,458	77,825	133,400	133,400

BUDGET WORKSHEET

Page: 21
3/12/2019
3:41 pm

Brighton Township

Month: 3/31/2019	Prior Year	Current Year			(6)	(7)	(8)
	Original Budget	Amended Budget	Actual Thru March	Estimated Total			
SAD ROAD MAINTENANCE	11,524	-23,660	-23,660	14,287	-23,660	-79,235	-79,235

FUND 814 ROAD PROJECTS

This Fund is used to pay for Public or Private Road Improvement projects and in all cases are funded through an SAD. In instances where the Township is contributing to a public road project, the money will come from Fund 792 as well as the loan portions. Private Road Project funding will only be in the form of a loan. Interest coming back into this Fund from SAD's will be transferred annually to Future Road Improvement Fund 792 for funding future projects.

Each new SAD will be assigned its own department within this Fund. Sufficient funds to pay for the project are loaned from the Future Road Improvement Fund 792 to the appropriate department within Fund 814. The annual Special Assessment revenue for each department will be transferred back to Fund 792 to pay back the loan and fund future (SAD) road projects.

The following projects, broken down by department, are being advanced funded by the Township to cover construction cost scheduled for the summer of 2019 for these SAD projects. Once construction is completed, bond financing will be sought. Bond revenue will reimburse Fund 792 and annual payments by SAD properties into Fund 814 will cover the cost of the annual bond obligations. A budget amendment following the issuance of the bond is anticipated.

029	DeMaria West	\$419,000
060	Meadowood	\$413,000
094	Shenandoah / Shenandoah Pond	\$965,000

BUDGET WORKSHEET

 Page: 22
 3/12/2019
 3:41 pm

Brighton Township

	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended
		Original Budget	Amended Budget	Actual Thru March			
Month: 3/31/2019							
Fund: 814 - ROAD PROJECTS							
Revenues							
Dept: 000							
664.000 INTEREST EARNED	380	0	0	645	0		
694.000 CASH OVER AND SHORT	0	0	0	0	0		
699.000 APPROPRIATION TRANSFER IN	0	0	0	0	0		
Dept: 000	380	0	0	645	0	0	0
Dept: 029 DEMARIA WEST							
664.000 INTEREST EARNED	0	0	0	0	0		
669.000 INTEREST FROM SAD PMT	0	0	0	0	0		
672.000 SPECIAL ASSESSMENTS	0	0	0	0	41,995	41,995	
DEMARIA WEST	0	0	0	0	41,995	41,995	0
Dept: 060 MEADOWOOD							
664.000 INTEREST EARNED	0	0	0	40	0		
669.000 INTEREST FROM SAD PMT	0	0	0	0	0		
672.000 SPECIAL ASSESSMENTS	0	0	41,250	41,250	41,250	41,250	
MEADOWOOD	0	0	41,250	41,290	41,250	41,250	41,250
Dept: 061 ROSE ANN DRIVE- SAD							
664.000 INTEREST EARNED	0	0	0	0	0		
669.000 INTEREST FROM SAD PMT	0	0	0	0	0		
672.000 SPECIAL ASSESSMENTS	0	0	0	0	0		
ROSE ANN DRIVE- SAD	0	0	0	0	0	0	0
Dept: 094 SHENANDOAH/SHENANDOAH POND							
664.000 INTEREST EARNED	0	0	0	117	0		
669.000 INTEREST FROM SAD PMT	0	0	0	0	0		
672.000 SPECIAL ASSESSMENTS	0	0	96,475	101,169	96,475	96,475	
SHENANDOAH/SHENANDOAH POND	0	0	96,475	101,286	96,475	96,475	96,475
Total Revenues	380	0	137,725	143,221	137,725	179,720	179,720
Expenditures							
Dept: 000							
809.000 BANK FEES	0	0	0	0	0		
Dept: 000	0	0	0	0	0	0	0
Dept: 029 DEMARIA WEST							
967.000 PROJECT COSTS	0	0	10,000	0	10,000		
DEMARIA WEST	0	0	10,000	0	10,000	0	0
Dept: 060 MEADOWOOD							
967.000 PROJECT COSTS	0	0	10,000	2,628	10,000		
MEADOWOOD	0	0	10,000	2,628	10,000	0	0
Dept: 094 SHENANDOAH/SHENANDOAH POND							
967.000 PROJECT COSTS	0	0	10,000	3,334	10,000		

BUDGET WORKSHEET

Page: 23
 3/12/2019
 3:41 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended
		Original Budget	Amended Budget	Actual Thru March			
Fund: 814 - ROAD PROJECTS							
Expenditures							
SHENANDOAH/SHENANDOAH POND	0	0	10,000	3,334	10,000	0	0
Total Expenditures	0	0	30,000	5,962	30,000	0	0
ROAD PROJECTS	380	0	107,725	137,259	107,725	179,720	179,720

FUND 865 STREET LIGHTING

This fund gets its revenue from Special Assessment Districts set up for purposes of providing local street lights. Typically these lights are at the entrance to subdivisions. Within the fund the individual S.A.D.s are handled as departments with each department having both a revenue as well as an expenditure. This has been added to the SAD's.

BUDGET WORKSHEET

Brighton Township

Page: 24
3/12/2019
3:41 pm

Month: 3/31/2019	Prior Year Actual	Current Year			(6)	(7)	(8)				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 865 - STREET LIGHTING FUND											
Revenues											
Dept: 070 COUNTRY CLUB ANNEX LT											
672.000 SPECIAL ASSESSMENTS	8,090	9,740	9,740	8,090	9,740	8,720	8,720				
COUNTRY CLUB ANNEX LT	8,090	9,740	9,740	8,090	9,740	8,720	8,720				
Dept: 071 DONALD DRIVE LIGHT											
672.000 SPECIAL ASSESSMENTS	23	170	170	23	170	240	240				
DONALD DRIVE LIGHT	23	170	170	23	170	240	240				
Dept: 072 BRANDYWINE FARMS LIGHT											
672.000 SPECIAL ASSESSMENTS	718	790	790	718	790	760	760				
BRANDYWINE FARMS LIGHT	718	790	790	718	790	760	760				
Dept: 073 HARVEST HILLS LIGHTS											
672.000 SPECIAL ASSESSMENTS	717	850	850	717	850	760	760				
HARVEST HILLS LIGHTS	717	850	850	717	850	760	760				
Dept: 074 GREENFIELD POINTE LIGHTS											
672.000 SPECIAL ASSESSMENTS	717	850	850	717	850	760	760				
GREENFIELD POINTE LIGHTS	717	850	850	717	850	760	760				
Dept: 075 BRIGHTON GARDENS											
672.000 SPECIAL ASSESSMENTS	868	1,080	1,080	868	1,080	930	930				
BRIGHTON GARDENS	868	1,080	1,080	868	1,080	930	930				
Dept: 076 EAGLE HEIGHTS											
672.000 SPECIAL ASSESSMENTS	385	460	460	385	460	410	410				
EAGLE HEIGHTS	385	460	460	385	460	410	410				
Dept: 077 GREENFIELD SHORES 1-2-3-4 LOP											
672.000 SPECIAL ASSESSMENTS	869	1,020	1,020	870	1,020	930	930				
GREENFIELD SHORES 1-2-3-4 LOP	869	1,020	1,020	870	1,020	930	930				
Dept: 078 DE MARIA											
672.000 SPECIAL ASSESSMENTS	385	460	460	385	460	410	410				
DE MARIA	385	460	460	385	460	410	410				
Dept: 079 RAVENSWOOD LIGHTS											
672.000 SPECIAL ASSESSMENTS	771	910	910	771	910	810	810				
RAVENSWOOD LIGHTS	771	910	910	771	910	810	810				
Dept: 080 MAPLE RIDGE SUB											
672.000 SPECIAL ASSESSMENTS	385	460	460	385	460	410	410				
MAPLE RIDGE SUB	385	460	460	385	460	410	410				
Dept: 081 ALGER PINES											
672.000 SPECIAL ASSESSMENTS	717	850	850	717	850	760	760				
ALGER PINES	717	850	850	717	850	760	760				
Dept: 082 SHENANDOAH											
672.000 SPECIAL ASSESSMENTS	1,487	880	880	1,486	880	1,160	1,160				
SHENANDOAH	1,487	880	880	1,486	880	1,160	1,160				

BUDGET WORKSHEET

Page: 25
3/12/2019
3:41 pm

Brighton Township

BUDGET WORKSHEET

Page: 26
3/12/2019
3:41 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6) Estimated Total	(7) Requested	(8) Recommended				
		Original Budget	Amended Budget	Actual Thru March							
Fund: 865 - STREET LIGHTING FUND											
Expenditures											
Dept: 080 MAPLE RIDGE SUB											
921.000 STREET LIGHTING	392	460	460	299	460	410	410				
MAPLE RIDGE SUB	<u>392</u>	<u>460</u>	<u>460</u>	<u>299</u>	<u>460</u>	<u>410</u>	<u>410</u>				
Dept: 081 ALGER PINES							0				
921.000 STREET LIGHTING	729	850	850	551	850	760	760				
ALGER PINES	<u>729</u>	<u>850</u>	<u>850</u>	<u>551</u>	<u>850</u>	<u>760</u>	<u>760</u>				
Dept: 082 SHENANDOAH							0				
921.000 STREET LIGHTING	1,121	880	880	850	880	1,160	1,160				
SHENANDOAH	<u>1,121</u>	<u>880</u>	<u>880</u>	<u>850</u>	<u>880</u>	<u>1,160</u>	<u>1,160</u>				
Dept: 084 SHENANDOAH POND HOMEOWNERS							0				
921.000 STREET LIGHTING	390	760	760	292	760	410	410				
SHENANDOAH POND HOMEOWNERS	<u>390</u>	<u>760</u>	<u>760</u>	<u>292</u>	<u>760</u>	<u>410</u>	<u>410</u>				
Dept: 085 OAKS AT BEACH LAKE							0				
921.000 STREET LIGHTING	2,187	2,540	2,540	1,654	2,540	2,270	2,270				
OAKS AT BEACH LAKE	<u>2,187</u>	<u>2,540</u>	<u>2,540</u>	<u>1,654</u>	<u>2,540</u>	<u>2,270</u>	<u>2,270</u>				
Total Expenditures	18,862	21,820	21,820	14,882	21,820	19,740	19,740				
STREET LIGHTING FUND	-370	0	0	3,610	0	0	0				

FUND 871 MUNICIPAL REFUSE

This fund gets its revenue from Special Assessment Districts set up for purposes of providing trash collection. Within the fund the individual S.A.D.s are handled as departments with each department having both a revenue as well as an expenditure.

BUDGET WORKSHEET

Page: 27
3/12/2019
3:41 pm

Brighton Township

	Prior Year Actual	Current Year			(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru March			
Month: 3/31/2019							
Fund: 871 - MUNICIPAL REFUSE							
Revenues							
Dept: 056 RAVENSWOOD							
664.000 INTEREST EARNED	34	0	0	91	0		
672.000 SPECIAL ASSESSMENTS	31,012	28,502	28,502	28,501	28,502	28,502	28,502
RAVENSWOOD	31,046	28,502	28,502	28,592	28,502	28,502	28,502
Dept: 529 WOODLAND/AIRWAY ASSESSMENT							
664.000 INTEREST EARNED	202	0	0	315	0		
672.100 SPECIAL ASSESSMENTS	50,544	50,544	50,544	46,341	50,544	46,342	46,342
WOODLAND/AIRWAY ASSESSMENT	50,746	50,544	50,544	46,656	50,544	46,342	46,342
Total Revenues	81,792	79,046	79,046	75,248	79,046	74,844	74,844
Expenditures							
Dept: 056 RAVENSWOOD							
967.000 PROJECT COSTS	9,635	28,502	28,502	28,480	28,502	28,502	28,502
RAVENSWOOD	9,635	28,502	28,502	28,480	28,502	28,502	28,502
Dept: 529 WOODLAND/AIRWAY ASSESSMENT							
967.100 ADDTL PROJECT COSTS	50,357	50,544	50,544	49,353	50,544	46,342	46,342
WOODLAND/AIRWAY ASSESSMENT	50,357	50,544	50,544	49,353	50,544	46,342	46,342
Total Expenditures	59,992	79,046	79,046	77,833	79,046	74,844	74,844
MUNICIPAL REFUSE	21,800	0	0	-2,585	0	0	0

FUND 880 SAD AQUATICS

This Fund gets its revenue from Special Assessment Districts set up for the purpose of providing various aquatic services such as weed control. Within the Fund the individual S.A.D.s are handled as departments with each department having both a revenue as well as an expenditure.

BUDGET WORKSHEET

Page: 28
3/12/2019
3:41 pm

Brighton Township

Month: 3/31/2019	Prior Year Actual	Current Year			(6)	(7)	(8)
	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	
Fund: 880 - SAD AQUATICS							
Revenues							
Dept: 095 SCHOOL LAKE SAD							
664.000 INTEREST EARNED	0	0	0	0	0		
672.000 SPECIAL ASSESSMENTS	0	0	0	0	0	14,570	14,570
SCHOOL LAKE SAD	0	0	0	0	0	14,570	14,570
Dept: 107 CLARK LAKE AQUATICS							
664.000 INTEREST EARNED	20	0	0	82	0		
671.000 OTHER REVENUE	0	0	0	0	0		
672.000 SPECIAL ASSESSMENTS	13,434	11,175	11,175	11,175	11,175	11,175	11,175
CLARK LAKE AQUATICS	13,454	11,175	11,175	11,257	11,175	11,175	11,175
Dept: 550 WOODLAND LAKE AQUATIC							
664.000 INTEREST EARNED	292	0	0	379	0		
672.000 SPECIAL ASSESSMENTS	69,399	68,260	68,260	73,700	68,260	69,640	69,640
687.000 REFUNDS	0	0	0	0	0		
WOODLAND LAKE AQUATIC	69,691	68,260	68,260	74,079	68,260	69,640	69,640
Total Revenues	83,145	79,435	79,435	85,336	79,435	95,385	95,385
Expenditures							
Dept: 095 SCHOOL LAKE SAD							
967.000 PROJECT COSTS	0	0	0	0	0	14,570	14,570
SCHOOL LAKE SAD	0	0	0	0	0	14,570	14,570
Dept: 107 CLARK LAKE AQUATICS							
809.000 BANK FEES	0	0	0	0	0		
967.000 PROJECT COSTS	2,783	11,175	11,175	7,361	11,175	22,400	22,400
CLARK LAKE AQUATICS	2,783	11,175	11,175	7,361	11,175	22,400	22,400
Dept: 550 WOODLAND LAKE AQUATIC							
809.000 BANK FEES	0	0	0	0	0		
967.000 PROJECT COSTS	98,864	68,260	68,260	64,848	68,260	123,500	123,500
WOODLAND LAKE AQUATIC	98,864	68,260	68,260	64,848	68,260	123,500	123,500
Total Expenditures	101,647	79,435	79,435	72,209	79,435	160,470	160,470
SAD AQUATICS	-18,502	0	0	13,127	0	-65,085	-65,085
Grand Total:	610,269	1,815,026	2,010,653	3,341,008	2,010,653	-2,501,914	-704,914
							0

AGENDA NOTES

MEETING DATE: March 18, 2019

PERSON PLACING ITEM ON AGENDA: Manager

AGENDA TOPIC: Fiscal Year 2019/20 General Appropriations Resolution

EXPLANATION OF TOPIC:

Each year the Township Board must establish a budget by resolution. The budget outlines planned revenues and expenditures by fund. A public notice was published in the Press Argus on March 8, 2019. The Public Hearing will have taken place earlier on this agenda.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- FY 2019/2020 General Appropriations Resolution

POSSIBLE COURSES OF ACTION:

Adopt the resolution as presented, establishing the General Appropriations and Budget Authorization for the fiscal year from April 1, 2019 through March 31, 2020 (or) Adopt the resolution with modifications.

SUGGESTED MOTION:

Motion by _____, supported by _____ to adopt the 2019/2020 general appropriations resolution as presented.

ROLL CALL VOTE REQUIRED? Yes.

RESOLUTION NO 19_____.

**GENERAL APPROPRIATIONS RESOLUTION
FISCAL YEAR ENDING March 31, 2020
CHARTER TOWNSHIP OF BRIGHTON**

A RESOLUTION ESTABLISHING THE GENERAL APPROPRIATIONS FOR THE CHARTER TOWNSHIP OF BRIGHTON; DEFINING POWERS AND DUTIES IN RELATION TO THE ADMINISTRATION OF THE BUDGET; AND PROVIDING REMEDIES FOR NON-COMPLIANCE WITH REQUIREMENTS.

The Board of Trustees of the Charter Township of Brighton hereby resolves:

Section 1: Title

This resolution shall be the Charter Township of Brighton General Appropriations and Budget Authorization for the fiscal year April 1, 2019 to March 31, 2020.

Section 2: Chief Administrative Officer

The Township Superintendent (known as the Manager) is designated as the Chief Administrative Officer under the Uniform Budgeting and Accounting Act and per section 2-76 (10) of the Township Code and is the responsible party for the administration of the Township budget.

Section 3: Fiscal Officer

The Accountant shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this resolution.

Section 4: Public Hearings on the Budget

Pursuant to MCLA 141.412 and MCLA 141.413, notice of public hearing on the proposed budget was published in a newspaper of general circulation on March 8, 2019, the proposed budget has been available for public inspection in advance of the hearing, and a public hearing on the proposed budget was held on Monday, March 18, 2019.

Section 5: Estimated Revenues and Expenditures

Be it resolved, the expenditures for the fiscal year commencing April 1, 2019 and ending March 31, 2020, are hereby appropriated on a departmental and activity basis as follows:

General Fund

Legislative - Township Board	\$150,300
Supervisor	\$40,780
Administration - Manager	\$266,975
Elections	\$132,730
Assessor	\$268,680
Township Clerk	\$284,600
Treasurer	\$259,985
Township Hall /Grounds	\$369,690
Cemetery	\$40,000
Other Charges and Services	\$622,980
Fire Department	\$111,650
Planning	\$232,740
Code Enforcement	\$12,570
Emergency Preparedness	\$5,500
Drains	\$13,600
Roads	\$180,000
Environmental	\$52,000
Municipal Refuse Collection	\$6,500
Sewer & Water	\$142,000
Parks & Recreation	\$154,000
Contingent Liability	\$10,000
Transfers	<u>\$1,542,000</u>
Total Expenditures	\$4,899,280

And be it further resolved, revenues for the 2019-2020 fiscal year are estimated as follows:

General Fund

Taxes (Local)	\$1,070,500
License & Permits	\$ 18,010
Intergovernmental	\$1,520,494

Charges for Services	\$ 359,850
Interest & Rent	\$ 266,290
Other Financing Services	\$ 512,166
Total Revenue	\$3,747,310

And be it further resolved, the Township Board hereby approves budgets for the period of April 1, 2019 through March 31, 2020 for the following funds in the amounts set forth below:

	Revenues	Expenditures
Parks	\$ 55,000	\$ 0
Cemetery	\$ 10,200	\$ 0
Liquor Law Enforcement	\$ 9,200	\$ 8,890
Budget Stabilization Fund	\$ 2,000	\$ 2,000
Municipal Water	\$ 47,700	\$ 15,500
Sewer Capital Reserve	\$ 77,000	\$ 188,000
Sewer O & M Fund	\$ 1,130,400	\$ 1,164,914
Sewer Debt Service	\$ 164,710	\$ 932,300
Spencer Sewer Debt Service	\$ 7,700	\$ 33,120
Pathways	\$ 100,500	\$ 0
Future Road Improvement	\$ 3,177,000	\$ 3,177,000

Section 6: Millage Levy

The Charter Township of Brighton Board shall cause to be levied and collected as the general property tax on all real and personal property within the township upon the current tax roll, an amount equal to .8931 mills being within the limit as set forth by the Tax Allocation Board and as authorized under State law. This rate is subject to reduction based upon current year millage reduction (Headlee) requirements.

Section 7: Adoption of Budget by Reference

The Board of Trustees hereby adopts the general fund budget and budgets for other funds of the Charter Township of Brighton by reference, with revenues and expenditures as indicated in Section 5 of this resolution.

Section 8: Adoption of Budget by Cost Center

The Board of Trustees of the Charter Township of Brighton hereby adopts the 2019/20 budgets by activity cost center. Township officials and appointed staff responsible for the expenditures of cost centers authorized in the budget may expend funds up to, but not to exceed, the total appropriation authorized for the sum total of each activity, and may make transfers among the various line items contained in the cost center appropriation. However, no transfers of appropriations for line items related to personnel or capital outlays may be made without prior board approval by budget amendment.

Section 9: Appropriation Not a Mandate to Spend

Approved appropriations will be deemed maximum authorizations to incur expenditures. The Township Manager shall exercise supervision and control to ensure that all expenditures are within approved appropriations, and shall not issue a purchase order for expenditures that exceed appropriations.

Section 10: Transfer Authority

The Chief Administrative Officer is hereby authorized to make budgetary transfers within the activity centers established throughout this budget, and that all transfers between activity centers may be made only by further action of the Township Board pursuant to Section 19.2 of the Michigan Uniform Accounting and Budget Act. Under no circumstances may the total budget of any fund be changed or personnel be added without board approval.

Section 11: Periodic Fiscal Reports

The Chief Administrative Officer shall transmit to the board at the end of each quarter a report of financial operations, including but not limited to:

- a. A cash balance report showing the amount of funds available in each of the various accounts
- b. A revenue and expenditure report which shows for each line item and cost center in the various funds the original, the amended budget, the year to date actual amounts, the current month actual amount, any encumbered amounts, the unencumbered balance and the percent of budget revenue received or expenditures made.

Section 12: Limit on Obligations and Payments

No obligation shall be incurred against, and no payments shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

Section 13: 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 14: Violations of This Resolution

Any obligation incurred or payment authorized in violation of this resolution shall be void and may subject any responsible official or employees to disciplinary action as outlined in P.A. 621 (1978) and the Charter Township of Brighton Personnel Policies and Procedures.

Section 15: Board Adoption

Motion made by _____, seconded by _____ to adopt the General Appropriations Resolution for the 2019/20 Fiscal Year.

Upon roll call vote, the following members voted:

AYES:

NAYS:

ABSENT:

RESOLUTION WAS DECLARED ADOPTED.

The motion carried and the above resolution was duly adopted by the Board of Trustees of the Charter Township of Brighton at a regular meeting on the 18th day of March 2019.

Patrick Michel, Supervisor

Joseph R. Riker, Clerk

Certification

I, Joseph R. Riker, Township Clerk, hereby certify that the foregoing is a true and complete copy of the Resolution adopted by the Township Board of the Charter Township of Brighton, 4363 Buno Road, Brighton, Michigan, at a regular meeting held on March 18, 2019, and public notice of said meeting was given and minutes of said meeting were kept and will be or have been made available as required.

In witness hereof, I have hereunto affixed my official seal this _____ day of March, 2019.

Joseph R. Riker, Clerk

Section 5A
Estimated Revenues, Expenditures and Fund Balance
2019/20

	General Fund 101
Fund Balance	03/31/18
Estimated Revenue	\$ 3,465,527
Estimated Funds Available	\$13,783,093
Estimated Expenditures	\$ 7,990,679
Estimated Fund Balance	\$ 5,792,414
Estimated Revenue	\$ 3,747,310
Estimated Funds Available	\$ 9,539,724
Estimated Expenses	\$ 4,899,280
Estimated Fund Balance	\$ 4,640,444
 Assigned	
Collette Dump Monitoring	\$ 200,000
Collette Dump Reserve	\$ 1,000,000
Tax Appeals	\$ 160,000
Election Equipment	\$ 91,360
Sewer Grinder Pump Reserve	\$ 1,000,000
Electronic packets	\$ 15,000
 Unassigned	 \$2,174,084

Section 5B
Estimated Revenues, Expenditures and Fund Balance
2019/20

	Parks Fund 208
Fund Balance	03/31/18
Estimated Revenue	\$ 987,409
Estimated Funds Available	\$ 60,055
Estimated Expenditures	\$ 1,047,464
Estimated Fund Balance	\$ 0
Estimated Revenue	\$ 1,047,464
Estimated Funds Available	\$ 55,000
Estimated Expenses	\$ 1,102,464
Estimated Fund Balance	\$ 0
 (Restricted \$75,000)	
 (Assigned \$912,409)	

Section 5C
Estimated Revenues, Expenditures and Fund Balance
2019/20

	Cemetery Fund 209
Fund Balance	03/31/18
Estimated Revenue	\$ 91,779
Estimated Funds Available	\$ 11,025
Estimated Expenditures	\$ 102,804
Estimated Fund Balance	\$ 0
Estimated Revenue	\$ 102,804
Estimated Funds Available	\$ 10,200
Estimated Expenses	\$ 113,004
Estimated Fund Balance	\$ 0
 (Restricted \$ 91,779)	

Section 5D
Estimated Revenues, Expenditures and Fund Balance
2019/20

Liquor Law
Fund 212

Fund Balance	03/31/18	\$ 46,497
Estimated Revenue	2018/19	\$ 9,989
Estimated Funds Available	2018/19	\$ 56,486
Estimated Expenditures	2018/19	\$ 8,715
Estimated Fund Balance	03/31/19	\$ 47,771
Estimated Revenue	2019/20	\$ 9,200
Estimated Funds Available	2019/20	\$ 56,971
Estimated Expenses	2019/20	\$ 8,890
Estimated Fund Balance	03/31/20	\$ 48,081

(Restricted \$ 46,497)

Section 5E
Estimated Revenues, Expenditures and Fund Balance
2019/20

Building Department
Fund 249

Fund Balance	03/31/18	\$ 4,877
Estimated Revenue	2018/19	\$ 30
Estimated Funds Available	2018/19	\$ 4,907
Estimated Expenditures	2018/19	\$ 4,907
Estimated Fund Balance	03/31/19	\$ 0
Estimated Revenue	2019/20	\$ 0
Estimated Funds Available	2019/20	\$ 0
Estimated Expenses	2019/20	\$ 0
Estimated Fund Balance	03/31/20	\$ 0

(Close Fund)

Section 5F
Estimated Revenues, Expenditures and Fund Balance
2019/20

Budget Stabilization
Fund 257

Fund Balance	03/31/18	\$ 279,991
Estimated Revenue	2018/19	\$ 2,582
Estimated Funds Available	2018/19	\$ 282,573
Estimated Expenditures	2018/19	\$ 2,582
Estimated Fund Balance	03/31/19	\$ 279,991
Estimated Revenue	2019/20	\$ 2,000
Estimated Funds Available	2019/20	\$ 281,991
Estimated Expenses	2019/20	\$ 2,000
Estimated Fund Balance	03/31/20	\$ 279,991

(Restricted \$ 279,991)

Section 5H
Estimated Revenues, Expenditures and Fund Balance
2019/20

Municipal Water
Fund 405

Fund Balance	03/31/18	\$ 1,182,132
Estimated Revenue	2018/19	\$ 35,851
Estimated Funds Available	2018/19	\$ 1,217,983
Estimated Expenditures	2018/19	\$ 15,500
Estimated Fund Balance	03/31/19	\$ 1,202,483
Estimated Revenue	2019/20	\$ 47,700
Estimated Funds Available	2019/20	\$ 1,250,183
Estimated Expenses	2019/20	\$ 15,500
Estimated Fund Balance	03/31/20	\$ 1,234,683

(Committed \$1,182,132)

Section 5I
Estimated Revenues, Expenditures and Fund Balance
2019/20

Sewer Capital Reserve
Fund 589

Fund Balance	03/31/18	\$ 834,105
Estimated Revenue	2018/19	\$ 446,921
Estimated Funds Available	2018/19	\$ 1,281,026
Estimated Expenditures	2018/19	\$ 128,400
Estimated Fund Balance	03/31/19	\$ 1,152,626
Estimated Revenue	2019/20	\$ 77,000
Estimated Funds Available	2019/20	\$ 1,229,626
Estimated Expenses	2019/20	\$ 188,000
Estimated Fund Balance	03/31/20	\$ 1,041,626

(Committed \$834,105)

Section 5J
Estimated Revenues, Expenditures and Cash Balance
2019/20

Sewer Operations and Maintenance
Fund 590

Cash Balance	03/31/18	\$54,355
Estimated Revenue	2018/19	\$1,636,192
Estimated Funds Available	2018/19	\$1,690,547
Estimated Expenditures	2018/19	\$1,164,675
Administration		\$415,201
O&M		\$589,474
Cap Outlay		\$160,000
Debt Service		\$0
Estimated Fund Balance	03/31/19	\$525,872
Estimated Revenue	2019/20	\$1,130,400
Estimated Funds Available	2019/20	\$1,656,272
Estimated Expenses	2019/20	\$1,164,914
Administration		\$258,860
O&M		\$648,454
Cap Outlay		\$257,600
Debt Service		\$0
Estimated Cash Balance	03/31/20	\$491,358

(Restricted \$ 54,355)

Section 5K
Estimated Revenues, Expenditures and Cash Balance
2019/20

Sewer Debt Service
Fund 592

Cash Balance	03/31/18	\$ 3,340,085
Estimated Revenue	2018/19	\$ 2,616,018
Estimated Funds Available	2018/19	\$ 5,956,103
Estimated Expenditures	2018/19	\$ 996,500
Estimated Fund Balance	03/31/19	\$ 4,959,603
Estimated Revenue	2019/20	\$ 164,710
Estimated Funds Available	2019/20	\$ 5,124,313
Estimated Expenses	2019/20	\$ 932,300
Estimated Fund Balance	03/31/20	\$ 4,192,013

(Committed \$3,340,085)

Section 5L
Estimated Revenues, Expenditures and Cash Balance
2019/20

Spencer Sewer Debt Service
Fund 593

Cash Balance Fund Balance	03/31/18	\$ 199,253
Estimated Revenue	2018/19	\$ 9,760
Estimated Funds Available	2018/19	\$ 209,013
Estimated Expenditures	2018/19	\$ 34,620
Estimated Fund Balance	03/31/19	\$ 174,393
Estimated Revenue	2019/20	\$ 7,700
Estimated Funds Available	2019/20	\$ 182,093
Estimated Expenses	2019/20	\$ 33,120
Estimated Fund Balance	03/31/20	\$ 148,973

(Committed \$ 199,253)

Section 5M
Estimated Revenues, Expenditures and Fund Balance
2019/20

	Pathways Fund 702	
Fund Balance	03/31/18	\$ 200,633
Estimated Revenue	2018/19	\$ 113,187
Estimated Funds Available	2018/19	\$ 313,820
Estimated Expenditures	2018/19	\$ 0
Estimated Fund Balance	03/31/19	\$ 313,820
Estimated Revenue	2019/20	\$ 100,500
Estimated Funds Available	2019/20	\$ 414,320
Estimated Expenses	2019/20	\$ 0
Estimated Fund Balance	03/31/20	\$ 414,320

(Restricted \$130,278)

(Assigned \$ 70,355)

Section 5N
Estimated Revenues, Expenditures and Fund Balance
2019/20

	Future Road Improvement Fund 792	
Fund Balance	03/31/18	\$ 3,843,691
Estimated Revenue	2018/19	\$ 281,283
Estimated Funds Available	2018/19	\$ 4,124,974
Estimated Expenditures	2018/19	\$ 609,245
Estimated Fund Balance	03/31/19	\$ 3,515,729
Estimated Revenue	2019/20	\$ 3,177,000
Estimated Funds Available	2019/20	\$ 6,692,729
Estimated Expenses	2019/20	\$ 3,177,000
Estimated Fund Balance	03/31/20	\$ 3,515,729

(Assigned \$3,200,000)

Section 5O
Estimated Revenues, Expenditures and Fund Balance
2019/20

	SAD Road Maintenance Fund 812	
Fund Balance	03/31/18	\$ 79,151
Estimated Revenue	2018/19	\$ 54,165
Estimated Funds Available	2018/19	\$ 133,316
Estimated Expenditures	2018/19	\$ 50,000
Estimated Fund Balance	03/31/19	\$ 83,316
Estimated Revenue	2019/20	\$ 54,165
Estimated Funds Available	2019/20	\$ 137,481
Estimated Expenses	2019/20	\$ 133,400
Estimated Fund Balance	03/31/20	\$ 4,081

(Restricted \$79,151)

Section 5P
Estimated Revenues, Expenditures and Fund Balance
2019/20

Road Projects
Fund 814

Fund Balance	03/31/18	\$ 70,566
Estimated Revenue	2018/19	\$ 96,475
Estimated Funds Available	2018/19	\$ 167,041
Estimated Expenditures	2018/19	\$ 30,000
Estimated Fund Balance	03/31/19	\$ 137,041
Estimated Revenue	2019/20	\$ 96,475
Estimated Funds Available	2019/20	\$ 233,516
Estimated Expenses	2019/20	\$ 0
Estimated Fund Balance	03/31/20	\$ 233,516

(Committed \$70,566)

Section 5Q
Estimated Revenues, Expenditures and Fund Balance
2019/20

	Streetlight Fund 865	
Fund Balance	03/31/18	\$ 19,257
Estimated Revenue	2018/19	\$ 21,820
Estimated Funds Available	2018/19	\$ 41,077
Estimated Expenditures	2018/19	\$ 21,820
Estimated Fund Balance	03/31/19	\$ 19,257
Estimated Revenue	2019/20	\$ 19,740
Estimated Funds Available	2019/20	\$ 38,997
Estimated Expenses	2019/20	\$ 19,740
Estimated Fund Balance	03/31/20	\$ 19,257

(Restricted \$ 19,257)

Section 5R
Estimated Revenues, Expenditures and Fund Balance
2019/20

	Municipal Refuse Fund 871	
Fund Balance	03/31/18	\$ 71,709
Estimated Revenue	2018/19	\$ 79,046
Estimated Funds Available	2018/19	\$150,755
Estimated Expenditures	2018/19	\$ 79,046
Estimated Fund Balance	03/31/19	\$ 71,709
Estimated Revenue	2019/20	\$ 74,844
Estimated Funds Available	2019/20	\$146,553
Estimated Expenses	2019/20	\$ 74,844
Estimated Fund Balance	03/31/20	\$ 71,709

(Restricted \$71,709)

Section 5S
Estimated Revenues, Expenditures and Fund Balance
2019/20

	Aquatics Fund 880	
Fund Balance	03/31/18	\$ 87,701
Estimated Revenue	2018/19	\$ 79,435
Estimated Funds Available	2018/19	\$167,136
Estimated Expenditures	2018/19	\$ 79,435
Estimated Fund Balance	03/31/19	\$ 87,701
Estimated Revenue	2019/20	\$ 95,385
Estimated Funds Available	2019/20	\$183,086
Estimated Expenses	2019/20	\$160,470
Estimated Fund Balance	03/31/20	\$ 22,616

(Restricted \$87,701)

AGENDA NOTES

MEETING DATE: March 18, 2019

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: Resolution Setting Wages and Benefits for Supervisor for FY2019-2020

EXPLANATION OF TOPIC:

The Township Board must annually set the wages and benefits for the Township Supervisor. The attached resolution sets the wages and benefits for the 2019-2020 Fiscal Year. This represents a continuation of the current rate.

SUPPORTING DOCUMENTS:

- Resolution

POSSIBLE COURSES OF ACTION:

Adopt the resolution and set the wages and benefits for the Supervisor for FY 2019-2020.

SUGGESTED MOTION: Motion by _____, supported by _____ to adopt the Resolution No. _____ setting the wages and benefits for the Township Supervisor for Fiscal Year 2019-2020.

ROLL CALL VOTE REQUIRED? Yes

RESOLUTION NO. 19-_____
CHARTER TOWNSHIP OF BRIGHTON
WAGES AND BENEFITS OF THE SUPERVISOR

At the regular meeting of the Board of Trustees of the Charter Township of Brighton, held on March 18, 2019, the following resolution was proposed by _____, seconded by _____:

BE IT RESOLVED THAT the compensation of the Supervisor shall be \$31,464.79 annually effective April 1, 2019.

BE IT FURTHER RESOLVED THAT the Supervisor be eligible for retirement benefits as described for elected officials in the Township John Hancock Defined Contribution Retirement Plan or in the MERS Defined Benefit Retirement Plan. The choice must be made by the Supervisor in accordance with the provisions of the plans.

BE IT FURTHER RESOLVED THAT the Supervisor will receive life insurance benefits in accordance with the plan approved by the Board of Trustees.

AYES:

NAYS:

ABSENT:

RESOLUTION WAS _____.

Patrick Michel, Supervisor

Joseph R. Riker, Clerk

Certification

I, Joseph R. Riker, duly elected Clerk, hereby certify that the foregoing is a true and complete copy of the Resolution adopted by the Township Board of the Charter Township of Brighton, 4363 Buno Road, Brighton, Michigan, at a regular meeting held on March 18, 2019, and public notice of said meeting was given and minutes of said meeting were kept and will be or have been made available as required.

In witness hereof, I have hereunto affixed my official seal this _____ day of _____, 2019.

Joseph R. Riker, Clerk

AGENDA NOTES

MEETING DATE: March 18, 2019

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: Resolution Setting Wages and Benefits for Clerk for FY2019-2020

EXPLANATION OF TOPIC:

The Township Board must annually set the wages and benefits for the Township Clerk. The attached resolution sets the wages and benefits for the 2019-2020 Fiscal Year. This represents a continuation of the current rate.

SUPPORTING DOCUMENTS:

- Resolution

POSSIBLE COURSES OF ACTION:

Adopt the resolution and set the wages and benefits for the Clerk for FY 2019-2020.

SUGGESTED MOTION: Motion by _____, supported by _____ to adopt the Resolution No. _____ setting the wages and benefits for the Township Clerk for Fiscal Year 2019-2020.

ROLL CALL VOTE REQUIRED? Yes

RESOLUTION NO. 19 - _____
CHARTER TOWNSHIP OF BRIGHTON
WAGES AND BENEFITS OF THE CLERK

At a regular meeting of the Board of Trustees of the Charter Township of Brighton, held on March 18, 2019, the following resolution was proposed by _____, seconded by _____:

BE IT RESOLVED THAT the compensation of the Clerk shall be \$65,742.52 annually effective April 1, 2019.

BE IT FURTHER RESOLVED THAT the Clerk be eligible for retirement benefits as described in the Township John Hancock Defined Contribution Retirement Plan or in the MERS Defined Benefit Retirement Plan as described for elected officials. The choice must be made by the Clerk in accordance with the provisions of the plans.

BE IT FURTHER RESOLVED THAT the health insurance benefits made available to the employees of the Township shall be made available to the Clerk in compliance with the requirements of the Benefit Plan.

BE IT FURTHER RESOLVED THAT the Clerk will receive life insurance benefits in accordance with the plan approved by the Board of Trustees.

AYES:

NAYS:

ABSENT:

RESOLUTION WAS DECLARED _____.

Patrick Michel, Supervisor

Joseph R. Riker, Clerk

Certification

I, Joseph R. Riker, duly elected Clerk, hereby certify that the foregoing is a true and complete copy of the Resolution adopted by the Township Board of the Charter Township of Brighton, 4363 Buno Road, Brighton, Michigan, at a regular meeting held on March 18, 2019, and public notice of said meeting was given and minutes of said meeting were kept and will be or have been made available as required.

In witness hereof, I have hereunto affixed my official seal this _____ day of _____, 2019.

Joseph R. Riker, Clerk

AGENDA NOTES

MEETING DATE: March 18, 2019

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: Resolution Setting Wages and Benefits for Treasurer for FY 2019-2020

EXPLANATION OF TOPIC:

The Township Board must annually set the wages and benefits for the Township Treasurer. The attached resolution sets the wages and benefits for the 2019-2020 Fiscal Year. This represents a continuation of the current rate.

SUPPORTING DOCUMENTS:

- Resolution

POSSIBLE COURSES OF ACTION:

Adopt the resolution and set the wages and benefits for the Treasurer for FY 2019-2020.

SUGGESTED MOTION: Motion by _____, supported by _____ to adopt the Resolution No. _____ setting the wages and benefits for the Township Treasurer for Fiscal Year 2019-2020.

ROLL CALL VOTE REQUIRED? Yes

RESOLUTION NO. 19 - _____
CHARTER TOWNSHIP OF BRIGHTON
WAGES AND BENEFITS OF THE TREASURER

At a regular meeting of the Board of Trustees of the Charter Township of Brighton, held on March 18, 2019, the following resolution was proposed by _____, seconded by _____:

BE IT RESOLVED THAT the compensation of the Treasurer shall be \$65,742.52 annually effective April 1, 2019.

BE IT FURTHER RESOLVED THAT the Treasurer be eligible for retirement benefits as described in the Township John Hancock Defined Contribution Retirement Plan or in the MERS Defined Benefit Retirement Plan as described for elected officials. The choice must be made by the Treasurer in accordance with the provisions of the plans.

BE IT FURTHER RESOLVED THAT the health insurance benefits made available to the employees of the Township shall be made available to the Treasurer in compliance with the requirements of the Benefit Plan.

BE IT FURTHER RESOLVED THAT the Treasurer will receive life insurance benefits in accordance with the plan approved by the Board of Trustees.

AYES:

NAYS:

ABSENT:

RESOLUTION WAS DECLARED _____.

Patrick Michel, Supervisor

Joseph R. Riker, Clerk

Certification

I, Joseph R. Riker, duly elected Clerk, hereby certify that the foregoing is a true and complete copy of the Resolution adopted by the Township Board of the Charter Township of Brighton, 4363 Buno Road, Brighton, Michigan, at a regular meeting held on March 18, 2019, and public notice of said meeting was given and minutes of said meeting were kept and will be or have been made available as required.

In witness hereof, I have hereunto affixed my official seal this _____ day of _____, 2019.

Joseph R. Riker, Clerk

AGENDA NOTES

MEETING DATE: March 18, 2019

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: Resolution Setting Wages and Benefits for Trustee for FY2019-2020

EXPLANATION OF TOPIC:

The Township Board must annually set the wages and benefits for the Township Trustee. The attached resolution sets the wages and benefits for the 2019-2020 Fiscal Year. This represents a continuation of the current rate.

SUPPORTING DOCUMENTS:

- Resolution

POSSIBLE COURSES OF ACTION:

Adopt the resolution and set the wages and benefits for the Trustee for FY 2019-2020.

SUGGESTED MOTION: Motion by _____, supported by _____ to adopt the Resolution No. _____ setting the wages and benefits for the Township Trustee for Fiscal Year 2019-2020.

ROLL CALL VOTE REQUIRED? Yes

**RESOLUTION NO. 19-
CHARTER TOWNSHIP OF BRIGHTON
WAGES AND BENEFITS OF ELECTED OFFICIALS (TRUSTEES)**

At a regular meeting of the Board of Trustees of the Charter Township of Brighton, held on March 18, 2019, the following resolution was proposed by _____, seconded by _____:

BE IT RESOLVED THAT the compensation of Trustees shall be \$7,606.15 annually effective April 1, 2019.

BE IT FURTHER RESOLVED THAT the Township shall contribute 25% of the Trustees' compensation into the Township John Hancock Defined Contribution Retirement Plan.

BE IT FURTHER RESOLVED THAT Trustees will receive life insurance benefits in accordance with the plan approved by the Board of Trustees.

AYES:

NAYS:

ABSENT:

RESOLUTION WAS DECLARED _____.

Patrick Michel, Supervisor

Joseph R. Riker, Clerk

Certification

I, Joseph R. Riker, duly elected Clerk, hereby certify that the foregoing is a true and complete copy of the Resolution adopted by the Township Board of the Charter Township of Brighton, 4363 Buno Road, Brighton, Michigan, at a regular meeting held on March 18, 2019, and public notice of said meeting was given and minutes of said meeting were kept and will be or have been made available as required.

In witness hereof, I have hereunto affixed my official seal this _____ day of _____, 2019.

Joseph R. Riker, Clerk

AGENDA NOTES

MEETING DATE: March 18, 2019

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: Resolution Setting Wages and Benefits for Manager for FY2019-2020

EXPLANATION OF TOPIC:

The Township Board must annually set the wages and benefits for the Township Manager. The attached resolution sets the wages and benefits for the 2019-2020 Fiscal Year. This represents a continuation of the current wage.

SUPPORTING DOCUMENTS:

- Resolution

POSSIBLE COURSES OF ACTION:

Adopt the resolution and set the wages and benefits for the Manager for FY 2019-2020.

SUGGESTED MOTION: Motion by _____, supported by _____ to adopt the Resolution No. _____ setting the wages and benefits for the Township Manager for Fiscal Year 2019-2020.

ROLL CALL VOTE REQUIRED? Yes

RESOLUTION NO. 19-_____
CHARTER TOWNSHIP OF BRIGHTON
WAGES AND BENEFITS OF THE TOWNSHIP MANAGER

At the regular meeting of the Board of Trustees of the Charter Township of Brighton, held on March 18, 2019, the following resolution was proposed by _____, seconded by _____:

BE IT RESOLVED THAT the compensation of the Township Manager shall be \$108,173.21 annually effective April 1, 2019.

BE IT FURTHER RESOLVED THAT the Township Manager is eligible for retirement benefits as described in the Township MERS Defined Contribution Retirement Plan and the Manager's employment contract.

BE IT FURTHER RESOLVED THAT the health insurance benefits made available to the employees of the Township shall be made available to the Manager upon request and compliance with the requirements of the Benefit plan.

BE IT FURTHER RESOLVED THAT the Manager will receive life insurance benefits and disability insurance in accordance with the plan approved by the Board of Trustees.

AYES:

NAYS:

ABSENT:

RESOLUTION WAS DECLARED ADOPTED.

Patrick Michel, Supervisor

Joseph R. Riker, Clerk

Certification

I, Joseph R. Riker, duly elected Clerk, hereby certify that the foregoing is a true and complete copy of the Resolution adopted by the Township Board of the Charter Township of Brighton, 4363 Buno Road, Brighton, Michigan, at a regular meeting held on March 18, 2019, and public notice of said meeting was given and minutes of said meeting were kept and will be or have been made available as required.

In witness hereof, I have hereunto affixed my official seal this _____ day of _____, 2019.

Joseph R. Riker, Clerk

AGENDA NOTES

MEETING DATE: March 18, 2019

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: FY 18-19 Budget Amendment # 9 – Year End Adjustments

EXPLANATION OF TOPIC:

At this time each year, staff reviews the revenues and expenditures for the closing fiscal year and make department adjustments or recommends Board approved amendments. All of the Township Funds are in a healthy condition and the recommended amendments are related to house-keeping as opposed to unexpected expenditures.

General Fund (101)— None of these departments are over budget. We are only looking at balancing line items.

- Healthcare – The Township uses a blended rate which means, for example, that a family rate takes all Township employees under the family designation and averages the cost whether the employee has one child or seven children. Again, we are not over budget in our Healthcare allocation but merely need to balance the actual expenditure over different departments.
- Supervisor (171) – The Department is not over budget. We are merely transferring \$550 from the education line to the capital outlay for IT equipment.
- Elections (191) & Clerk (215) – The employee wage/benefits in these departments are split based upon a pre-Fiscal Year guesstimate as to what elections will be scheduled and the staff hours needed to conduct those elections. Accurate allocation is needed to ensure that the Township is reimbursed for election related costs where applicable.
- Treasury (253) – The Department is not over budget. A minor transfer is needed (\$70) to cover part-time staff. We have corrected this moving forward as we have included \$200 in the proposed FY19-20 budget.
- Environmental (525) – As you know, monitoring through April 2019 was required as part of the Collett Dump Consent Decree with MDEQ. Efforts to close this project required additional funds due Wood Environmental Contract Change order #1 (BTBT action on July 16, 2018) and Legal costs associated with MDEQ's demands for changing the work plan.

Building Department (249)— The Township contracts our inspection services with the Livingston County Building Department. Since outsourcing this service, the Building Department Fund has carried a small balance of approximately \$5,000. The Township has incurred annual maintenance fees for our BS&A software totaling \$5,410 over the past three

BTBT 3-18-19

Manager

handout from Manager

From: Manager
Sent: Monday, March 18, 2019 3:27 PM
To: Clerk Assist; Supervisor; Treasurer; Trustee Lucille; Trustee Mike; Trustee Steve; Trustee Theis; Clerk
Cc: Assistant Manager; Accountant
Subject: RE: BTBT 03-18-19 Packets
Attachments: 201903181502.pdf

Township Board,

In reviewing the meeting packet for tonight, staff determined that additional language be added to agenda item F.5. Budget Amendment #9. I have highlighted the minor tweak on the attached and will have a hard copy at your desks. In short, if the Board approves the School Lake Aquatic assessment roll (item F.1.) earlier in the agenda we will want to adopt Budget Amendment #9 **"as amended"**.

Thanks. See you tonight.

Brian P. Vick
Township Manager
Charter Township of Brighton
810.494.0710

From: Clerk Assist <clerkasst@brightontwp.com>
Sent: Thursday, March 14, 2019 3:32 PM
To: Supervisor <supervisor@brightontwp.com>; Treasurer <treasurer@brightontwp.com>; Trustee Lucille <trustee lucille@brightontwp.com>; Trustee Mike <trustee mike@brightontwp.com>; Trustee Steve <trustee steve@brightontwp.com>; Trustee Theis <trustee sam@brightontwp.com>; Clerk <clerk@brightontwp.com>
Cc: Manager <manager@brightontwp.com>
Subject: BTBT 03-18-19 Packets

Board Members,

The packets for Monday, March 18, 2019 are available for pickup at Township Hall. Attached is the electronic version with bookmarks included. This will be available on the website as well.

Enjoy the weekend!

Katelyn M Stephens, CMMC
Clerk Assistant

Charter Township of Brighton
4363 Buno Rd.
Brighton, MI 48114
Phone: 810-229-0560
Fax: 810-229-1778
Email: clerkasst@brightontwp.com

AGENDA NOTES

MEETING DATE: March 18, 2019

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: FY 18-19 Budget Amendment # 9 – Year End Adjustments

EXPLANATION OF TOPIC:

At this time each year, staff reviews the revenues and expenditures for the closing fiscal year and make department adjustments or recommends Board approved amendments. All of the Township Funds are in a healthy condition and the recommended amendments are related to house-keeping as opposed to unexpected expenditures.

General Fund (101)— None of these departments are over budget. We are only looking at balancing line items.

- Healthcare – The Township uses a blended rate which means, for example, that a family rate takes all Township employees under the family designation and averages the cost whether the employee has one child or seven children. Again, we are not over budget in our Healthcare allocation but merely need to balance the actual expenditure over different departments.
- Supervisor (171) – The Department is not over budget. We are merely transferring \$550 from the education line to the capital outlay for IT equipment.
- Elections (191) & Clerk (215) – The employee wage/benefits in these departments are split based upon a pre-Fiscal Year guesstimate as to what elections will be scheduled and the staff hours needed to conduct those elections. Accurate allocation is needed to ensure that the Township is reimbursed for election related costs where applicable.
- Treasury (253) – The Department is not over budget. A minor transfer is needed (\$70) to cover part-time staff. We have corrected this moving forward as we have included \$200 in the proposed FY19-20 budget.
- Environmental (525) – As you know, monitoring through April 2019 was required as part of the Collett Dump Consent Decree with MDEQ. Efforts to close this project required additional funds due Wood Environmental Contract Change order #1 (BTBT action on July 16, 2018) and Legal costs associated with MDEQ's demands for changing the work plan.

Building Department (249) – The Township contracts our inspection services with the Livingston County Building Department. Since outsourcing this service, the Building Department Fund has carried a small balance of approximately \$5,000. The Township has incurred annual maintenance fees for our BS&A software totaling \$5,410 over the past three

RESOLUTION NO. 19-**BUDGET AMENDMENT # 9****Fiscal Year 2018-2019**

Motion by _____ and seconded by _____ to adopt Resolution No. 19-____, approving Budget Amendment # 9, Fiscal Year 2018-19, to transfer various dollar amounts as detailed below for end of the year adjustments

Receiving	Amount	Transferring From
101.172.716.000	\$300	101.101.716.600
101.209.716.000	\$4,000	101.101.716.600
101.253.716.000	\$1,200	101.101.716.600
101.400.716.000	\$1,700	101.101.716.600
101.412.716.000	\$200	101.101.716.600
212.000.716.000	\$200	101.101.716.600
101.171.970.000	\$550	101.171.860.000
101.191.706.000	\$4,000	101.191.704.000
101.215.704.000	\$10,000	101.191.704.000
101.253.707.000	\$100	101.253.706.000
101.525.818.200	\$38,980	GF Fund Balance
101.525.827.000	\$10,000	GF Fund Balance
Fund 101	Fund Balance	Fund 249
590.540. (O&M)	\$40,000	590.900 (Capital Outlay)
592.000.964.000	\$1,500	Cash Reserve
593.000.999.003	\$200	Cash Reserve
All SAD expenditure lines	maximum available	Cash Reserve
880.095.967.000	\$1,426	new/SAD creation of new line

NOW, THEREFORE, BE IT RESOLVED THAT

The Board of Trustees of the Charter Township of Brighton does hereby adopt Resolution No.19-____, FY 2018-2019 Budget Amendment # 9.

AYES:

NAYS:

ABSENT:

RESOLUTION WAS DECLARED ADOPTED.

Patrick Michel, Supervisor

Joseph R. Riker, Clerk

CERTIFICATION

I, Joseph R. Riker, Clerk of the Township of Brighton, County of Livingston, Michigan do hereby certify that the foregoing is a true and complete copy of the Resolution adopted by the Charter Township of Brighton Board of Trustees on the 18th day of March 2019. In witness hereof, I have affixed my official seal this ____ day of ____, 2019.

Joseph R. Riker
Brighton Township Clerk

years. It is recommended that this budget amendment will transfer the Building Department Fund Balance to the General Fund to cover past BS&A software expenses.

Sewer O&M – The Fund is not over budget. However, a transfer within the Fund from Department 900 to 540 for cost associated with sludge hauling and collection system maintenance repair.

Sewer Debt Service – Minor adjustment to reflect a refund associated with litigation settlement.

Spencer Sewer Debt – Minor adjustment regarding Agent Fees.

SAD's – The Township does not control how much of the available funds within an SAD are spent by the respective SAD and request for payments could be received on the last day of the Fiscal Year. As such, the year end amendment includes the maximum amount available to the SAD should they have chosen to spend it.

SUPPORTING DOCUMENTS:

- Proposed Resolution

SUGGESTED MOTION: Motion by _____ Supported by _____ to adopt resolution 19-____ approving the transfer of dollars within the recommended funds as part of the year-end adjustments as Budget Amendment #9, for Fiscal Year 2018-19.

RESOLUTION NO. 19-

BUDGET AMENDMENT # 9

Fiscal Year 2018-2019

Motion by _____ and seconded by _____ to adopt Resolution No. 19-____, approving Budget Amendment # 9, Fiscal Year 2018-19, to transfer various dollar amounts as detailed below for end of the year adjustments

Receiving	Amount	Transferring From
101.172.716.000	\$300	101.101.716.600
101.209.716.000	\$4,000	101.101.716.600
101.253.716.000	\$1,200	101.101.716.600
101.400.716.000	\$1,700	101.101.716.600
101.412.716.000	\$200	101.101.716.600
212.000.716.000	\$200	101.101.716.600
101.171.970.000	\$550	101.171.860.000
101.191.706.000	\$4,000	101.191.704.000
101.215.704.000	\$10,000	101.191.704.000
101.253.707.000	\$100	101.253.706.000
101.525.818.200	\$38,980	GF Fund Balance
101.525.827.000	\$10,000	GF Fund Balance
Fund 101	Fund Balance	Fund 249
590.540. (O&M)	\$40,000	590.900 (Capital Outlay)
592.000.964.000	\$1,500	Cash Reserve
593.000.999.003	\$200	Cash Reserve
All SAD expenditure lines	maximum available	Cash Reserve

NOW, THEREFORE, BE IT RESOLVED THAT

The Board of Trustees of the Charter Township of Brighton does hereby adopt Resolution No.19-____, FY 2018-2019 Budget Amendment # 9.

AYES:

NAYS:

ABSENT:

RESOLUTION WAS DECLARED ADOPTED.

Patrick Michel, Supervisor

Joseph R. Riker, Clerk

CERTIFICATION

I, Joseph R. Riker, Clerk of the Township of Brighton, County of Livingston, Michigan do hereby certify that the foregoing is a true and complete copy of the Resolution adopted by the Charter Township of Brighton Board of Trustees on the 18th day of March 2019. In witness hereof, I have affixed my official seal this ____ day of ____, 2019.

Joseph R. Riker
Brighton Township Clerk

AGENDA NOTES

MEETING DATE: March 18, 2019

PERSON PLACING ITEM ON AGENDA: Township Planner

AGENDA TOPIC: First reading on the proposed Zoning Ordinance language regarding recreational marihuana as attached.

EXPLANATION OF TOPIC: The Township Board approved a General Ordinance amendment regarding “opting out” of recreational marihuana at its two (2) meetings in December 2018. This is the first reading of the proposed Zoning Ordinance language “opting out” of recreational marihuana that has been reviewed by the Township Attorney, Planning Commission, and Livingston County Planning Commission. Attached is the proposed language to be inserted into *Sec. 2-06* of the Zoning Ordinance.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- 1/14/19 Planning Commission minutes
- 2/4/19 LCPD letter and 2/20/19 LCPC minutes
- Proposed language

RECOMMENDATION: Forward the proposed Zoning Ordinance language to be inserted into *Sec. 2-06* of the Zoning Ordinance to a second reading/public hearing.

SUGGESTED MOTION:

Motion by _____, supported by _____ to forward the proposed Zoning Ordinance language to be inserted into *Sec. 2-06* of the Zoning Ordinance to a second reading/public hearing.

ROLL CALL VOTE REQUIRED? Yes

PROPOSED MINUTES

CHARTER TOWNSHIP OF BRIGHTON
PLANNING COMMISSION
4363 BUNO ROAD
BRIGHTON, MI 48114

JANUARY 14, 2019
REGULAR MEETING
7:00 P.M.
(810) 229.0562

Chairman S. Holden called the meeting to order at 7:00 P.M. The Pledge of Allegiance was said.
Present: M. Slaton, J. Stinedurf, D. Schifko, B. Prine, S. Holden, L. Herzinger
Absent: G. Mitsopoulos

CALL TO THE PUBLIC
None.

AGENDA

B. Prine moved and L. Herzinger seconded to approve the agenda as presented.
Motion carried.

MINUTES

L. Herzinger moved and J. Stinedurf seconded to approve the minutes of the December 10, 2018 regular meeting as amended.
Motion carried.

BUSINESS

ELECTION OF 2019 OFFICERS AND RECOMMENDATION TO TOWNSHIP BOARD ON LIAISON TO ZONING BOARD OF APPEALS

L. Herzinger moved and D. Schifko seconded to elect Steve Holden as Chairman for 2019.
Motion carried.

J. Stinedurf moved and L. Herzinger seconded to elect Bud Prine as Vice Chairman for 2019.
Motion carried.

D. Schifko moved and L. Herzinger seconded to elect Jeff Stinedurf as Secretary for 2019.
Motion carried.

D. Schifko moved and L. Herzinger seconded to recommend Jeff Stinedurf to the Township Board as ZBA liaison for 2019.
Motion carried.

J. Stinedurf moved and L. Herzinger seconded to elect Kelly Mathews as Scribe for 2019.
Motion carried.

PUBLIC HEARING ON ZONING ORDINANCE AMENDMENT - ARTICLE 2, SEC. 2-06 - RECREATIONAL MARIJUANA

Chairman Holden overviewed the public comment rules. K. Mathews, Township Planner, overviewed the Zoning Ordinance amendment and previous Township Board action on Recreational Marihuana in the General Ordinance. She stated that the Township, as many other communities, is opting out of recreational marihuana at this time and may reconsider the topic in a year or so when regulations have been promulgated.

PUBLIC HEARING

The public hearing opened at 7:15 p.m.

A letter from the Conley sisters regarding recreational marihuana and keeping an open mind for businesses dated 1/13/19 was read into the record.

Kim Logie-Bates, 5508 Woodruff Shore Dr. - Asked about restricting individual's rights to have 12 plants at their home and that much money is being left on the table as far as the municipality receiving money from dispensaries. (It was stated that the ordinance prohibition is for commercial establishments only; not restricting individuals' rights).

Page 1 of 2

*Charter Township of Brighton - Planning Commission
Minutes - January 14, 2019 Regular Meeting
Approved - _____*

The public hearing closed at 7:22 p.m.

D. Schifko moved and L. Herzinger seconded to recommend to the LCPC and the Township Board the proposed language for Recreational Marihuana in *Article 2, Sec. 2-06* with the addition at the top of the ordinance making it clear that the prohibition is for commercial establishments only; not restricting individual property owners' rights under the law.

Motion carried.

REVIEW OF 2018 ANNUAL REPORT AND REVIEW OF 2019 POTENTIAL PROJECTS

The 2018 annual report was reviewed and it was suggested to make the Verizon Hilton, Verizon Commerce, and Verizon Pleasant Valley projects and daycare on Kensington's actions clearer and to add the dates of the meetings to the actions.

D. Schifko moved and J. Stinedurf seconded to approve the 2018 annual report as amended.

Motion carried.

REPORTS AND CORRESPONDENCE

M. Slaton - Township Board update - Master Plan consultants meeting Wed. and newly appointed Clerk.

CALL TO THE PUBLIC

Dawn Logie-Bates, 5508 Woodruff Shore Dr. - Phasing of Encore Building.

ADJOURNMENT

D. Schifko moved and L. Herzinger seconded to adjourn.

Motion carried.

The meeting adjourned at 7:40 P.M.

Respectfully submitted,

Steve Holden, Chairperson

Jeff Stinedurf, Secretary

Kelly Mathews, Recording Secretary



Livingston County Department of Planning

MEMORANDUM

Kathleen J. Kline-Hudson
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Scott Barb
PEM
Principal Planner

TO: Livingston County Planning Commissioners and the Brighton Charter Township Board of Trustees

FROM: Robert Stanford, Principal Planner

DATE: February 4, 2019

SUBJECT: Z-06-19 Amendments to Zoning Ordinance Article - Article 2: *Zoning Districts in General*: Section 2-06: *Prohibition of Recreational Marihuana Establishments*

The Brighton Charter Township Planning Commission proposes to add a new Section, entitled "2.06: Prohibition of Recreational Marihuana Establishments" to *Article 2: Zoning Districts in General*, of the Township Zoning Ordinance.

With these proposed amendments the Township is essentially opting out of allowing commercial recreational establishments, under the provisions set forth by the Michigan Regulation and Taxation of Marihuana Act (also known as the "MRTMA"), Initiated Law 1 of 2018. The Act allows municipalities the option to completely prohibit or limit the number of marihuana establishments within its boundaries. The township's proposed regulations only prohibit commercial marihuana establishments, and do not restrict individual property owners' rights, as allowed under the law.

NOTE: When existing (current) text are utilized in this review for illustrative purposes, additions (or newly proposed text) are noted in **underlined bold** font while deletions to existing text are noted in **strikethrough** font (Times New Roman). Planning Staff comments are noted in **bold italic underline** fashion (Arial).

CASE BACKGROUND INFORMATION: Following is a summary of the provisions of the MRTMA legislation affecting local governments (courtesy of Dickinson Wright, PC.):

- Municipalities must affirmatively "opt out" to prohibit recreational marihuana establishments. In contrast to medical marihuana facilities, which can only operate in municipalities that have "opted in" to such facilities, recreational marihuana establishments may (subject to licensing requirements) operate in any municipality that has not adopted an ordinance affirmatively "opting out" of such establishments under the Michigan Regulation and Taxation of Marihuana Act, 2018 Initiated Law 1 (the "MRTMA").

Department Information

Administration Building
304 E. Grand River Avenue
Suite 206
Howell, MI 48843-2323

•
(517) 546-7555
Fax (517) 552-2347

•
Web Site
co.livingston.mi.us



- Municipalities may completely opt out of recreational marihuana establishments or may limit the number and regulate. Municipalities that do not wish to completely prohibit recreational marihuana establishments may limit the number within the municipality and implement time, place and manner regulations with respect to such establishments. Municipal regulations, whether to completely prohibit or otherwise restrict recreational marihuana establishments, will generally be accomplished through licensing ordinances and zoning ordinances.
- Licensing of recreational marihuana establishments is expected within a year. A state-wide licensing process is expected to be in place within a year. Municipalities may also impose local licensing requirements that do not conflict with State laws and requirements. While a recreational marihuana establishment may not operate under the MRTMA without a license, municipalities that wish to opt out or limit the number of establishments will want to act soon after the legislation becomes effective to ensure that all relevant ordinances are in place by the time licensing begins.
- Municipalities may prohibit marihuana use in public places. While the legislation legalizes individual marihuana use, it does not authorize use in public places. Municipalities may adopt ordinances prohibiting the use of marihuana in public places and establishing penalties for such use, as long as such ordinances are not otherwise inconsistent with State law. Municipalities will want to review existing ordinances establishing penalties for drug possession and use that may now conflict with the MRTMA.
- Municipalities may not prohibit individual use on private property. Municipalities cannot prohibit use by a person 21 years of age and older within that person's property, and cannot prohibit use of marihuana on private property where the owner, occupier or manager has not prohibited its use – and that is not accessible to people under 21 years of age.
- Municipalities should review employment and labor policies. The MRTMA does not prohibit employers from maintaining and establishing drug-free workplace policies that include marihuana. Municipalities will nonetheless want to review employment and labor policies in light of the new law.
- The recreational marihuana legislation creates separate rights and limitations for individuals and for commercial businesses.

PROPOSED TOWNSHIP AMENDMENTS:

Brighton Charter Township proposes to revise its township zoning ordinance regarding the regulation of recreation marihuana establishments with the addition of a new section, Section 2-06 of Article 2, "Prohibition of Recreational Marihuana Establishments," to read as follows:

ARTICLE 2: ZONING DISTRICTS IN GENERAL

Section 2-06 Prohibition of Recreational Marihuana Establishments

- (a) Marihuana establishments, as authorized by and defined in the Michigan Regulation and Taxation of Marihuana Act (the "Act"), are prohibited in all zoning districts, and shall not be permitted as home occupations under Section 3-07 of this Zoning Ordinance.**
- (b) No use that constitutes or purports to be a marihuana grower, marihuana safety compliance facility, marihuana processor, marihuana micro business, marihuana retailer, marihuana secure transporter or any other type of marihuana related business authorized by the Act, that was**



engaged in prior to the enactment of this Ordinance, shall be deemed to have been a legally established use under the provisions of the Charter Township of Brighton Code of Ordinances; that use shall not be entitled to claim legal nonconforming status.

- (c) *Violations of this section are considered a municipal civil infraction punishable by a civil fine of \$500, plus court-imposed costs, and are subject to the violations and penalties pursuant to Section 23-09 of this Zoning Ordinance and if provided for separately may be abated as nuisances pursuant to Section 23-09.*
- (d) *This section does not supersede rights and obligations with respect to the transportation of marihuana by marihuana secure transporters through the Charter Township of Brighton to the extent provided by the Act, and the consumption of marihuana on private property to the extent authorized by the person who owns, occupies, or operates such property and does not supersede rights and the regulations under Section 2-06 of this Article 2 with respect to medical marihuana facilities established pursuant to the Michigan Medical Marihuana Act.*
- (e) *In conformance with Sections 4.1(e) and 6.2(b) of the Act, the sale or consumption of marihuana in any form and the sale or display of marihuana accessories, as defined by the Act, is prohibited in any public places within the boundaries of the Charter Township of Brighton.*

STAFF COMMENTS: Related to item (e) above, for reference, the MRTMA states the following:

MICHIGAN REGULATION AND TAXATION OF MARIHUANA ACT (EXCERPT)
Initiated Law 1 of 2018

333.27954 Scope of act; unauthorized activities with marihuana and marihuana accessories; limitations; application of privileges, rights, immunities, and defenses under other marihuana laws; employer rights; property owner rights.

Sec. 4.

1. This act does not authorize:

- (e) consuming marihuana in a public place or smoking marihuana where prohibited by the person who owns, occupies, or manages the property, except for purposes of this subdivision a public place does not include an area designated for consumption within a municipality that has authorized consumption in designated areas that are not accessible to persons under 21 years of age;

333.27956 Adoption or enforcement of ordinances by municipality; marihuana establishment local license; annual fee; restrictions on transportation or other facilities prohibited.

Sec. 6.

- 2. A municipality may adopt other ordinances that are not unreasonably impracticable and do not conflict with this act or with any rule promulgated pursuant to this act and that:
 - (b) regulate the time, place, and manner of operation of marihuana establishments and of the production, manufacture, sale, or display of marihuana accessories;



STAFF COMMENTS: It should be noted that the Township Attorney has reviewed and offered recommended revisions to these amendments prior to this formal submission for review and recommendation to the County Planning Commission (per Planning Commission meeting minutes, December 10, 2018). The township's proposed amendments mirror similar sample language utilized by the legal firm Dickinson Wright PC (Grand Rapids, MI).

The process for adding these regulations initially began with amendments to the township's general ordinance, which was before the Township Board on December 3rd for a 1st reading and at a 2nd reading/public hearing on Monday, December 17th. At that Public Hearing, The Township Board officially adopted (unanimously) the language as "Ordinance No. 269, an amendment to the General Code of Ordinances, Chapter 12, Article VIII, Section 123", also referred to as the "Recreational Marihuana Ordinance". It was noted in the minutes of the December 10 Planning Commission meeting, that an attorney in the audience at that meeting suggested that the same or similar regulations should be added to the Township Zoning Ordinance.

Township Recommendation: Approval. The Brighton Charter Township Planning Commission recommended Approval of the text amendments at their January 14, 2019 meeting. A letter from the public dated January 13, 2019, was read into the record, regarding recreational marihuana and keeping an open mind for businesses. In addition, there was a question from the public noted regarding restricting individual's rights to have plants at their home. (It was restated by the Planning Commission that the ordinance regulations are strictly for the prohibition of commercial establishments; not restricting individuals' rights).

Staff Recommendation: Approval. The proposed text amendments are reasonable and appropriate and appear to be consonant with the provisions established by the *Michigan Regulation and Taxation of Marihuana Act, Initiated Law 1 of 2018*.

7. ZONING REVIEWS:

A. Z-06-19: BRIGHTON CHARTER TOWNSHIP, ZONING ORDINANCE AMENDMENTS - ARTICLE 2, SECTION 2-06 PROHIBITION OF RECREATIONAL MARIHUANA ESTABLISHMENTS.

The Brighton Charter Township Planning Commission proposes to add a new Section, entitled “2.06: Prohibition of Recreational Marihuana Establishments” to Article 2: Zoning Districts in General, of the Township Zoning Ordinance.

With these proposed amendments the Township is essentially opting out of allowing commercial recreational establishments, under the provisions set forth by the Michigan Regulation and Taxation of Marihuana Act (also known as the “MRTMA”), Initiated Law 1 of 2018. The Act allows municipalities the option to completely prohibit or limit the number of marihuana establishments within its boundaries. The township’s proposed regulations only prohibit commercial marihuana establishments, and do not restrict individual property owners’ rights, as allowed under the law.

Township Planning Commission Recommendation: Approval. The Brighton Charter Township Planning Commission recommended **Approval** of the text amendments at their January 14, 2019 meeting. A letter from the public dated January 13, 2019, was read into the record, regarding recreational marihuana and keeping an open mind for businesses. In addition, there was a question from the public noted regarding restricting individual's rights to have plants at their home. (It was restated by the Planning Commission that the ordinance regulations are strictly for the prohibition of commercial establishments; not restricting individuals' rights).

Staff Recommendation: Approval. The proposed text amendments are reasonable and appropriate and appear to be consonant with the provisions established by the *Michigan Regulation and Taxation of Marihuana Act, Initiated Law 1 of 2018*.

Commission Discussion: Planning Commissioners discussed how Brighton Township will probably be the first of many townships in Livingston County to opt out of allowing marihuana establishments. A general discussion regarding MRTMA followed.

Public Comment: None.

Commissioner Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER ANDERSON.

Motion passed: 5-0

B. Z-07-19: DEERFIELD TOWNSHIP – NEW TOWNSHIP REZONING MAP

The Deerfield Township Planning Commission is proposing to amend the Township Zoning Ordinance by creating a new zoning map.

Deerfield Township’s original zoning map was published in May 2002. According to Landplan, Inc., the Township’s planning consultant, “the new zoning map only documents the numerous rezoning’s that were already approved over the past 17 years since the adoption of the current zoning map in 2002. No new changes are being proposed, aside from the more graphic and clearer delineation of the districts and updated parcel/lot info”. The proposed map will include a new light industrial zoning district.

Township Planning Commission Recommendation: Approval. There were no comments at the January 17, 2019 public hearing.

CHARTER TOWNSHIP OF BRIGHTON
ORDINANCE NO. _____ ARTICLE 2, SECTION 2-06
PROHIBITION OF RECREATIONAL MARIHUANA (COMMERCIAL
ESTABLISHMENTS IN ANY ZONING DISTRICT REGULATION ONLY)

_____ moved and _____ seconded the adoption of the following ordinance:

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CHARTER TOWNSHIP OF BRIGHTON BY ADDING A NEW SECTION WHICH NEW SECTION SHALL BE DESIGNATED AS SECTION 2-06 OF ARTICLE 2 OF SAID ZONING ORDINANCE

THE CHARTER TOWNSHIP OF BRIGHTON ORDAINS:

Section 1. Addition of *Section 2-06 of Article 2*, “Prohibition of Recreational Marihuana Establishments,” is added to the Zoning Ordinance of the Charter Township of Brighton to read as follows:

SECTION 2-06, PROHIBITION OF RECREATIONAL MARIHUANA ESTABLISHMENTS

(a) Marihuana establishments, as authorized by and defined in the Michigan Regulation and Taxation of Marihuana Act (the “Act”), are prohibited in all zoning districts, and shall not be permitted as home occupations under *Section 3-07* of this Zoning Ordinance.

(b) No use that constitutes or purports to be a marihuana grower, marihuana safety compliance facility, marihuana processor, marihuana microbusiness, marihuana retailer, marihuana secure transporter or any other type of marihuana related business authorized by the Act, that was engaged in prior to the enactment of this Ordinance, shall be deemed to have been a legally established use under the provisions of the Charter Township of Brighton Code of Ordinances; that use shall not be entitled to claim legal nonconforming status.

(c) Violations of this section are considered a municipal civil infraction punishable by a civil fine of \$500, plus court-imposed costs, and are subject to the violations and penalties pursuant to *Section 23-09* of this Zoning Ordinance and if provided for separately may be abated as nuisances pursuant to *Section 23-09*.

(d) This section does not supersede rights and obligations with respect to the transportation of marihuana by marihuana secure transporters through the Charter Township of Brighton to the extent provided by the Act, and the consumption of marihuana on private property to the extent authorized by the person who owns, occupies, or operates such property and does not supersede

rights and the regulations under *Section 2-06* of this *Article 2* with respect to medical marihuana facilities established pursuant to the Michigan Medical Marihuana Act.

(e) In conformance with Sections 4.1(e) and 6.2(b) of the Act, the sale or consumption of marihuana in any form and the sale or display of marihuana accessories, as defined by the Act, is prohibited in any public places within the boundaries of the Charter Township of Brighton.

Section 2. Conflict and Repeal. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 3. Effective Date. This ordinance shall take effect immediately upon publication following its adoption. Made and passed by the Township Board of the Charter Township of Brighton, Livingston County, Michigan on the _____ day of _____, 2019.

Ayes:

Nays:

Absent:

The Supervisor declared the Ordinance adopted and ordered to take effect upon publication in a newspaper of general circulation within the Township.

Patrick Michel, Supervisor

Joseph Riker, Clerk

FIRST READING:

SECOND READING/PUBLIC HEARING:

ADOPTED:

PUBLISHED:

EFFECTIVE:

CERTIFICATION:

I, Joseph Riker, Clerk of the Charter Township of Brighton, Livingston County, Michigan, do hereby certify that the foregoing is a true and complete copy of the Ordinance adopted by the Charter Township of Brighton Board of Trustees on the _____ day of _____, 2019.

In witness hereof, I have hereunto affixed my official seal this _____ day of _____, 2019.

Joseph Riker, Clerk

AGENDA NOTES

MEETING DATE: March 18, 2019

PERSON PLACING ITEM ON AGENDA: Township Planner

AGENDA TOPIC: Transfer of ownership of SDD license and Sunday sales permit (PM) and new gas pumps - Exxon/BP - Hilton

EXPLANATION OF TOPIC: The Township received notification from MLCC regarding the Exxon/BP gas station located at 3452 Old 23 that they are seeking to transfer ownership of an SDD license from a Deerfield Township location to this location. In addition, they are adding new Sunday sales (PM) and new motor vehicle fuel pumps. Currently, they have an SDM license (beer and wine) and Sunday Sales (AM) and fuel pumps. An SDD is a Specially Designated Distributor license to allow for the sale of retail spirits and mixed spirit drink in the original package for consumption off premises. Sunday Sales PM is a permit to allow the sale on Sunday afternoons if allowed by the local unit of government. Fuel pump permission allows the licensee to have motor vehicle fuel pumps on or adjacent to the licensed premises. The minimum distance between the fuel pumps and the site of selection and payment for liquor must be at least five (5) feet.

Per the attached MLCC chart, local jurisdiction approval is not required. However, the local jurisdiction's opinions are required to be considered by the MLCC for a transfer of ownership of an SDD license and new Sunday sales permit (PM). No opinions are required to be considered for new motor vehicle fuel pumps.

Per the attached, the quota of six (6) retail SDD off premises is full; however, transfers of licenses within the County do not count as part of the quota. LARA does not have a good system of tracking transfers of licenses within a County but it appears that this is the only current application for a transfer of an SDD license. Therefore, if one of the current off premises SDD licenses are terminated, this one, if approved, would become the sixth. If approved at this time, the Township would have an additional license.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- 2/15/19 letter from MLCC
- MLCC Approval Chart (Excerpt)
- Application Request Details
- Violations
- 3/11/19 E-mails from BAFA and Livingston County Sheriff's Office
- Available licenses

RECOMMENDATION: Provide comments to the MLCC per the transfer of ownership of an SDD license and new Sunday sales permit (PM) for the Exxon/BP located at 3452 Old 23.

SUGGESTED MOTION:

Motion by _____, supported by _____ to provide/not provide comments to the MLCC in their review of the application for a transfer of ownership of an SDD license with new Sunday sales permit (PM) for the Exxon/BP at 3452 Old 23.

ROLL CALL VOTE REQUIRED? No



STATE OF MICHIGAN

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

February 15, 2019
Joseph Shallal, attorney
c/o Brighton BP, Inc.
kristenerredding@aol.com

RID # 1902-02442 Reference/Transaction: Transfer Ownership 2018 SDD License Only From DMD C-Store, Inc., Transfer Location From 7150 Bennett Lake Rd, Fenton To 3452 S Old Us Highway 23, Brighton, To Be Held In Conjunction With Existing SDM License, Transfer Governmental Unit Under MCL 436.1531(18) From Deerfield Township To Brighton Township, New Sunday Sales Permit (PM) And New Motor Vehicle Fuel Pumps Issued Under MCL 436.1541(1) \$250,000 & 5' (Inside)

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: Brighton BP, Inc.

Business address and phone number: 3452 S Old US Highway 23, Brighton MI 48114, Brighton Township, Livingston County

Home address and phone number of partner(s)/subordinates:

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:

Southfield District Office (313) 456-1170

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

cc: Brighton Township Clerk



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
525 W. Allegan, P.O. Box 30005 - Lansing, Michigan 48909
Toll Free (866) 813-0011 • www.michigan.gov/lcc

Off Premise Transactions	Is Local Legislative Body approval required?	Is Local Police approval required?	Is Local Legislative Body or Police opinions required to be considered?	MLCC Investigation required?	Inspection Fees?	Base Fees
Add Space	No	No	No	Yes	Yes	
Change status	No	No	No	No	No	
Correct address	No	No	No	Yes	No	
Drop Space	No	No	No	Yes	Yes	
New Beer & Wine Sampling Permit	No	No	Yes	No	Yes	
New Catering Permit	No	No	Yes	No	Yes	\$100.00
New Direct Connection	No	No	No	Yes	No	
New Gas Pumps	No	No	No	Yes	No	
New Living Quarters Permit	No	No	Yes	No	Yes	
New Participation Permit	No	No	Yes	No	Yes	
New Resort SDD License	No	No	Yes	Yes	Yes	\$150.00 upon licensure
New SDD License	No	No	Yes	Yes	Yes	\$150.00
New SDM License	No	No	Yes	Yes	Yes	\$100.00
New Sunday Sales Permit (AM)	No	No	Yes	No	No	\$160.00
New Sunday Sales Permit (PM)	No	No	Yes	No	No	15% of total license fee
Release license from escrow (in escrow <6 months)	No	No	No	No	No	
Release license from escrow (in escrow 6+ months)	No	No	No	Yes	No	
Transfer Location- Off Premise	No	No	Yes	Yes	Yes	



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
525 W. Allegan, P.O. Box 30005 - Lansing, Michigan 48909
Toll Free (866) 813-0011 • www.michigan.gov/lcc

Off Premise Transactions	Is Local Legislative Body approval required?	Is Local Police approval required?	Is Local Legislative Body or Police opinions required to be considered?	MLCC Investigation required?	Inspection Fees?	Base Fees
Transfer of stock or transfer of interest	No	No	Yes	Yes	Yes	Upon approval by the Commission pursuant to MCL 436.1529(3)
Transfer owner Drive-thru/up/in Window(w/alcohol beverage sales)	No	No	No	Yes	No	
Transfer ownership of Beer & Wine Sampling Permit	No	No	Yes	No	No	
Transfer ownership of Catering Permit	No	No	Yes	No	No	\$100.00
Transfer ownership of Direct Connection	No	No	No	Yes	No	
Transfer ownership of Gas Pumps	No	No	No	Yes	No	
Transfer ownership of Living Quarters Permit	No	No	Yes	No	No	
Transfer ownership of Participation Permit	No	No	Yes	No	No	
Transfer ownership of Resort SDD License	No	No	Yes	Yes	Yes	\$150.00
Transfer ownership of SDD License	No	No	Yes	Yes	Yes	\$150.00
Transfer ownership of SDM License	No	No	Yes	Yes	Yes	\$100.00
Transfer ownership of Sunday Sales Permit (AM)	No	No	Yes	No	No	\$160.00
Transfer ownership of Sunday Sales Permit (PM)	No	No	Yes	No	No	15% of total license fee

(1)

Alcohol Information Management System

Michigan Liquor Control Commission

Check Application Status

You may look up the status on a current application pending with the MLCC through this page.

You do not need to fill out each search box to do a search - for best results enter your request number only and press the search button. A list will appear at the bottom of the page which will include only the request number you entered. You may then click on the request number in that list to open another page with details of the pending request.

You may search using the other search boxes when you do not know the request number but do know other details about the applicant or licensee. If you search using the other search boxes, the resulting list may contain multiple requests related to that search. You may also search by all requests in a specific city, county, or zip code, but that will generate a large list.

After running a search, if you would like to generate a list that you may merge into a letter or print, click the CSV button (for a Comma-Separated Value list), the Excel button (for an Excel spreadsheet list), the Print button to print the list, or the Copy button to copy the data so that you may paste it into a document.

Request Details

Request #

RQ-1902-02442

Licensee

BRIGHTON BP, INC.

Status

Under Investigation

Business ID

209437

LGU

BRIGHTON TWP

County

LIVINGSTON

Physical Address

3452 S Old US Highway 23, Brighton MI, 48114-7520

[Go Back](#)**Licenses**Show entries[Copy](#)[CSV](#)[Excel](#)[Print](#)

License #	Group	Type	Status
L-000419005	Retail - Off Premises	Specially Designated Distributor	Pending

Showing 1 to 1 of 1 entries

[Previous](#)

1

[Next](#)**Permits**Show entries[Copy](#)[CSV](#)[Excel](#)[Print](#)

Permit #	Type	Status
19-682	Sunday Sales (PM)	Pending
19-683	Motor Vehicle Fuel Pumps	Pending

Showing 1 to 2 of 2 entries

[Previous](#)

1

[Next](#)**Request Transactions**Show entries[Copy](#)[CSV](#)[Excel](#)[Print](#)

Name	Type
+ 002718933	Transfer Ownership (Includes Adding Co-Licensees)
+ 002718934	Transfer Location From
+ 002718935	Transfer Governmental Unit From
+ 002718936	New Permit

Name	Type
+ 002718937	New Motor Vehicle Fuel Pumps
+ 002719310	Correct Records

Showing 1 to 6 of 6 entries

Previous

1

Next

Activities

Show entries

Date	Activity Code	Description
02/19/2019	ILSTRL	Initial List Released by MLCC Enforcement
02/15/2019	AUTHOR	Authorized for Investigation
02/15/2019	CAMR	Completed Application Meets Requirements
02/15/2019	PAPREC	Additional Paperwork or Fees Received
02/14/2019	ADDPAP	Additional Paperwork or Fees Requested
02/14/2019	APPEVA	Application Evaluated for Completeness by MLCC Licensing
02/11/2019	FSTREQ	Initial Application Received by MLCC

Showing 1 to 7 of 7 entries

Previous

1

Next

[MI.gov \(http://www.michigan.gov\)](http://www.michigan.gov) [Home \(/\)](#) [About \(http://www.michigan.gov/lcc\)](#)

[Contact](#)[Policies \(http://www.michigan.gov/policies\)](#)[Back to Top](#)

()

Alcohol Information Management System

Michigan Liquor Control Commission

Search Active/Escrowed Licensees

Licensee Details

Licensee Name	BRIGHTON BP, INC.	Doing Business As (DBA)	BRIGHTON BP
Business ID	209437	Local Governmental Unit (LGU)	BRIGHTON TWP
Status	Active	County	LIVINGSTON
Address	3452 S Old US Highway 23 Brighton, MI 48114-7520	Phone	(810) 229-2433

[Go Back](#)

Insurance / Financial Responsibility

Show entries
[Copy](#) [CSV](#) [Excel](#) [Print](#)

Name	Type	Insurance Provider	Effective Date (From)	Status
IN-512557	Liquor Liability Insurance	CONIFER INSURANCE COMPANY	9/2/2018	Active

Showing 1 to 1 of 1 entries

[Previous](#) [1](#) [Next](#)

Subordinates

Show entries
[Copy](#) [CSV](#) [Excel](#) [Print](#)

Name	Relationship To Business	Status
HAITHAM JAMIL	Stockholder	Active
RONNIE JAMIL	Stockholder	Active
SELWAN KESTO	Stockholder	Inactive
WASIM JAMIL	Stockholder	Inactive

Showing 1 to 4 of 4 entries

[Previous](#) [1](#) [Next](#)

Licenses

To view details of a license, please click the  button to expand the license details.Show entries
[Copy](#) [CSV](#) [Excel](#) [Print](#)

License #	Group	Type	Subtype	Status	Issue Date	Expiration Date	Statute	Statute: Location	Transferable
L-000173877	Retail - Off Premises	Specially Designated Merchant		Active	9/11/2008	4/30/2019			Y

Showing 1 to 1 of 1 entries

[Previous](#) [1](#) [Next](#)

PermitsTo view details of a permit or permission, please click the  button to expand the permit or permission details.Show **10**  entries**Copy** **CSV** **Excel** **Print**

Permit #	Type	Specific Purpose	Status	Issue Date	Expiration Date
+ 18-12794	Sunday Sales (AM)		Issued	9/11/2008	4/30/2019
+ 18-34378	Motor Vehicle Fuel Pumps		Issued	9/11/2008	4/30/2019

Showing 1 to 2 of 2 entries

Previous **1** Next**Violations**Show **10**  entries**Copy** **CSV** **Excel** **Print**

Violation #	Date Violation Occured	Status	Violation Description	Event/Decision
CV-00134760	5/23/2009	Closed	SALE TO MINOR - DECOY HURR (17): (LIVINGSTON CO SHER DEPT/DECOY/CK RICHARD MANNING/NO ID)	9/23/2009 HEARING HELD PLYMOUTH POBUR/MCDOWELL/GIBSON ACK COST \$72.00 10/2/2009 \$600 OR 30 DAY SUSP. & \$72 W/FEES TOTAL \$672 SEC.801(2)
CV-00141338		Closed		7/6/2010 PASSED CONTROLLED BUY OPERATION ON JUNE 25, 2010 (MICHIGAN STATE POLICE-BRIGHTON POST/DECOY)
CV-00151832	3/16/2012	Closed	SALE TO MINOR DECOY BOLAM (18) : (MSP-BRIGHTON POST TRP MATTHEWS/CLERK JOVAN KASSAB/ID NOT CHECKED)	5/14/2012 LIC ACK COMMISSIONER POBUR 5/29/2012 \$800 OR 40 DAY SUSP 801 (2)
CV-00158634	5/15/2013	Closed	1-4) ALLOWED NARCOTICS PARAPHERNALIA TO BE USED, STORED, EXCHANGED OR SOLD ON LICENSED PREMISES, SPECIFICALLY: GRINDERS, GLASS BOWLS, DIGITAL SCALES AND SMALL PIPES : (MSP LANSING POST - TRPS HOLTON AND HUTCHINSON)	8/19/2013 HEARING HELD PITTSFIELD MOURNING/ASEVEDO/GIBSON NEG SETTLEMENT 8/30/2013 1)\$300 2)DISMISSED WITH PREJUDICE 3)DISMISSED WITH PREJUDICE 4)\$300 TOTAL \$600 OR 30 DAY SUSP NEG SET
CV-00173101	8/18/2015	Closed	SOLD OR FURNISHED ALCOHOL TO MINOR DECOY WITH DOB 2/20/96 (19) : (MSP-BRIGHTON, TPR JOSEPH/CLERK RAMI ABDULKARM MANUEL/ID NOT CHECKED)	10/2/2015 LIC ACK COMMISSIONER GAFFNEY 10/15/2015 THEREFORE, THE COMMISSIONER ORDERS A PENALTY FINE OF \$900 FOR THE CHARGE IN THIS MATTER. THE COMMISSIONER FURTHER ORDERS THE LICENSEE TO SERVE A SUSPENSION OF FORTY-FIVE (45) CONTINUOUS DAYS, TO RUN CONSECUTIVELY AND NOT CONCURRENTLY WITH ANY OTHER SUSPENSION ORDERED BY THE MLCC, IF THE FINE IS NOT PAID WITHIN FORTY-FIVE (45) DAYS FROM THE MAILING DATE OF THIS ORDER.

Violation #	Date Violation Occured	Status	Violation Description	Event/Decision
CV-501491	4/24/2018	Closed	The licensee, clerk, servant, agent, or employee of the licensee engaged in an illegal occupation or illegal act upon the licensed premises, specifically: sale of cigarettes to minor, Decoy with date of birth October 25, 2000 : (MSP, Brighton, Tpr Hammond)	7/23/2018 Lic-Ack Jacobsen 8/16/2018 Therefore, the Commissioner Orders a penalty fine of \$200 for the charge in this matter. The Commissioner further Orders the Licensee to serve a suspension of ten (10) continuous days, to run consecutively and not concurrently with any other suspension Ordered by the MLCC, if the fine is not paid within forty-five (45) days from the mailing date of this Order.

Showing 1 to 6 of 6 entries

Previous Next[Mi.gov](http://www.michigan.gov) (<http://www.michigan.gov>) [Home \(/\)](#) [About](#) (<http://www.michigan.gov/lcc>) [Contact](#)[Policies](#) (<http://www.michigan.gov/policies>)

Copyright 2019 State of Michigan

()

Alcohol Information Management System

Michigan Liquor Control Commission

Local Governmental Unit Quota Search

Through this search page, you may look up the retail license quota numbers for on and off premises licenses within a specific Local Governmental Unit (LGU) or county.

The "Allowed" column indicates the number of licenses authorized in the LGU under the quota defined under MCL 436.1531. The "Available" column indicates the number of licenses the LGU has available under the quota, but which have not been issued. The "Allocated" column indicates the number of available, unissued quota licenses in the LGU that have been approved by the LGU and for which an active application is still pending. The "Issued" column indicates the total number of quota licenses issued within the LGU.

After running a search, if you would like to generate a list that you may merge into a letter or print, click the CSV button (for a Comma-Separated Value list), the Excel button (for an Excel spreadsheet list), the Print button to print the list, or the Copy button to copy the data so that you may paste it into a document.

LGU Details

LGU Name	BRIGHTON TWP	County	LIVINGSTON
LGU Id	3739	Current Census Population	17791
Prohibition Status	Legal		

[Go Back](#)

Quotas

Show entries

[Copy](#) [CSV](#) [Excel](#) [Print](#)

Quota Name	Type	Allowed	Issued	Available	/
BRIGHTON TWP - Retail - On Premises - - - -	Retail - On Premises	12	9	3	0
BRIGHTON TWP - Retail - SDD - Off Premises - - - -	Retail - SDD - Off Premises	6	6	0	0
BRIGHTON TWP - Retail - SDM - Off Premises - - - -	Retail - SDM - Off Premises	18	11	7	0

Showing 1 to 3 of 3 entries

Previous [1](#) Next

[MI.gov](#) (<http://www.michigan.gov>)

[Home](#) (/)

[About](#) (<http://www.michigan.gov/lcc>)

[Contact](#)

[Policies](#) (<http://www.michigan.gov/policies>)

[Back to Top](#)

Copyright 2019 State of Michigan

Planner

From: Rick Boisvert <rboisvert@brightonareafire.com>
Sent: Monday, March 11, 2019 8:33 AM
To: Planner
Subject: Re: BP Exxon Liquor License

I have no objection.

Yours in Fire Safety,

Rick Boisvert, CFPS, IAAI-FIT
Fire Marshal
Brighton Area Fire Authority
615 W. Grand River
Brighton, MI 48116
Main: (810)229-6640 Direct: (810)299-0033
Fax: (810)229-1619 Cell: (248)762-7929
rboisvert@brightonareafire.com

On Mon, Mar 11, 2019 at 8:24 AM Planner <planner@brightontwp.com> wrote:
Any comments? Thanks.

Kelly Mathews
Planner
Charter Township of Brighton
4363 Buno Rd.
Brighton, MI 48114
Office: 810-229-0562
Fax: 810-229-1778

-----Original Message-----

From: AdminScanner@brightontwp.com <AdminScanner@brightontwp.com>
Sent: Monday, March 11, 2019 8:22 AM
To: Planner <planner@brightontwp.com>
Subject: Scan from LanierAdmin

This E-mail was sent from "LANIERADMIN" (MP C3502).

Scan Date: 03.11.2019 08:21:57 (-0400)
Queries to: AdminScanner@brightontwp.com

Scanned image from LanierAdmin attached courtesy of Applied Imaging.

Planner

From: Mike Murphy <MMurphy@livgov.com>
Sent: Monday, March 11, 2019 12:45 PM
To: Planner
Subject: Re: [EXT] BP Exxon Liquor License

No issues from our end

In God We Trust
Murph

> On Mar 11, 2019, at 8:25 AM, Planner <planner@brightontwp.com> wrote:
>
> <Mimecast Attachment Protection Instructions> Mimecast Attachment
> Protection has deemed this file to be safe, but always exercise caution when opening files.
>
> "The e-mail below is from an external source. Please do not open attachments or click links from an unknown or
suspicious origin."
>
> Any comments? Thanks.
>
>
> Kelly Mathews
> Planner
> Charter Township of Brighton
> 4363 Buno Rd.
> Brighton, MI 48114
> Office: 810-229-0562
> Fax: 810-229-1778
>
>
> -----Original Message-----
> From: AdminScanner@brightontwp.com <AdminScanner@brightontwp.com>
> Sent: Monday, March 11, 2019 8:22 AM
> To: Planner <planner@brightontwp.com>
> Subject: Scan from LanierAdmin
>
> This E-mail was sent from "LANIERADMIN" (MP C3502).
>
> Scan Date: 03.11.2019 08:21:57 (-0400) Queries to:
> AdminScanner@brightontwp.com
>
> Scanned image from LanierAdmin attached courtesy of Applied Imaging.
> <201903110821.pdf>

AGENDA NOTES

MEETING DATE: March 18, 2019

PERSON PLACING ITEM ON AGENDA: Assistant to the Township Manager

AGENDA TOPIC: Dust Control – Chloride Solutions Proposal

EXPLANATION OF TOPIC:

Brighton Township has historically worked with the Livingston County Road Commission toward the annual application of mineral well brine on dirt roads as part of the dust control program. Two years ago, the Township started working with Chloride Solutions to provide these services. The 2019 prices that are quoted to Brighton Township are at a rate of \$.194 per gallon, which is an increase from last year's \$.1825 per gallon. The exact quantity applied is contingent upon road conditions. Typically, three applications are made each year. In the upcoming fiscal year, the Township has budgeted \$55,000.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- Chloride Solutions Proposal for 2019

RECOMMENDATION: Accept the proposal from Chloride Solutions.

SUGGESTED MOTION:

Motion by _____, supported by _____ to accept the proposal from Chloride Solutions for the supply and application of mineral well brine for 2019.

ROLL CALL VOTE REQUIRED? Yes



RATE QUOTE

Date: March 11 2019

*We have been awarded the Livingston County Application
for Dust Control for the 2019 season.
We are offering the same rate to your Township*

Customer: Brighton Township

Product: Dust Control - Mineral Well Brine

Applied Rate: \$.194 per gallon / 9,500 gallons per load

Discount Offered: 1% net 10 days of receipt; net 30 days

Customer Signature: _____

Date: _____

Quoted By: Brian Hitchcock, President

If awarded this bid, please sign and return to our office.

~ Fax: 517-521-4503 ~ Telephone: 517-521-2124 ~

~ Email: brian@mbhtrucking.net ~

Chloride Solutions, LLC

672 N. M-52

Webberville, MI. 48892

Quote is good through the 2019 season

MINUTES

CHARTER TOWNSHIP OF BRIGHTON
ZONING BOARD OF APPEALS
4363 BUNO ROAD
BRIGHTON, MI 48114

JANUARY 23, 2019
REGULAR MEETING
7:00 P.M.
(810) 229.0562

Chairperson F. Grapentien called the meeting to order at 7:00 P.M. The Pledge of Allegiance was said.
Present: J. Gibbons, F. Grapentien, J. Stinedurf, C. Moran (alt.), J. McKeon, J. Cogley, J. Dorset
Absent: S. Theis

CALL TO THE PUBLIC

None.

AGENDA

J. Dorset moved and J. McKeon seconded to approve the agenda as presented.

Ayes: J. Gibbons, J. Stinedurf, C. Moran (alt.), J. McKeon, J. Cogley, J. Dorset, F. Grapentien

Nays: None

Motion carried.

MINUTES

J. Dorset moved and J. Stinedurf seconded to approve the November 28, 2018 regular meeting minutes as presented.

Ayes: J. Gibbons, J. Stinedurf, C. Moran (alt.), J. McKeon, J. Cogley, J. Dorset, F. Grapentien

Nays: None

Motion carried.

ELECTION OF 2019 OFFICERS

F. Grapentien moved and J. Cogley seconded to appoint F. Grapentien as Chairperson, J. Dorset as Vice-Chairperson, and J. Gibbons as Secretary for 2019.

Ayes: J. Gibbons, J. Stinedurf, C. Moran (alt.), J. McKeon, J. Cogley, J. Dorset, F. Grapentien

Nays: None

Motion carried.

ZBA APPLICATION # 18/20; LOCATION: 9500 BITTEN DRIVE; TAX ID # 12-05-200-035; OWNER AND APPLICANT: DONALD DIETRICH; ZONING: RC (RESIDENTIAL COUNTRY)

a. Detached Structure in Front Yard, a variance from *Article 3, Sec. 3-04(c)* of the Zoning Ordinance.

Chairperson F. Grapentien overviewed the variance request. Applicant Donald Dietrich explained that he would like to construct an accessory structure on his property which is in the front yard but he considers it a side yard. His difficulties on the site include ponds, septic and well locations, and placement of the house. K. Mathews reviewed her report dated December 18, 2018.

PUBLIC HEARING

The public hearing opened at 7:10 p.m.

None.

The public hearing closed at 7:10 p.m.

J. Dorset moved and C. Moran seconded to approve the detached structure in the front yard, a variance from Zoning Ordinance *Article 3, Sec. 3-04(c)* for ZBA Application # 18/20, Tax ID # 12-05-200-035, with the structure being moved as far south (at least 10 ft.) as possible from the proposed location for the following reasons: compliance with the strict letter of the restrictions governing placement of an accessory structure would unreasonably prevent the use of the property; granting of the requested variance would do substantial justice to the applicant as well as to other property owners in the district and is necessary for the

preservation and enjoyment of a substantial property right similar to that possessed by other properties in the same zoning district and vicinity of the subject parcel; the requested variance does not substantially interfere with the public safety and welfare, increase the hazard of fire, impair the adequate supply of light and air, or create nuisances; the variance will not substantially interfere with or discourage the appropriate development, continued use, or value of adjacent properties and the surrounding neighborhood; and there are exceptional circumstances or conditions applicable to the property and the intended use that do not generally apply to other properties or uses.

Ayes: J. McKeon, J. Dorset, C. Moran, F. Grapentien

Nays: J. Gibbons, J. Cogley, J. Stinedurf

Motion carried.

ZBA APPLICATION # 18/21; LOCATION: 9984 E GRAND RIVER; TAX ID # 12-32-300-023, 063 AND 073; OWNER AND APPLICANT: GRAND RIVER OLD 23 LLC; ZONING: B-2 (GENERAL BUSINESS)

a. Cumulative Wall Signage, a variance from *Article 17, Sec. 17-06(b)(24)d, Specific Sign Requirements* of the Zoning Ordinance.

b. Ground Signage (height and size), variances from *Article 17, Sec. 17-06(a), Specific Sign Requirements*, and *Sec. 17-04(j), Prohibited Signs*, of the Zoning Ordinance.

Applicant Steve Samona overviewed his request to have additional cumulative wall signage over what the Zoning Ordinance allows and a larger and higher ground sign than what the ordinance requires. He stated there is about an eight (8) ft. grade change between his property and the DFCU property and also the retaining wall blocks visibility to his property. Additionally, he stated that his building is planned about 350 ft. from the road ROW and the PC reviewed the wall signage conceptually in November and agreed in concept with the cumulative wall signage. Additional factors include the speed of Grand River being 45 mph which makes it difficult to see signage. Finally, he said national tenants are looking at the building and need the signage in order to be viable. K. Mathews reviewed her report dated December 27, 2018.

PUBLIC HEARING

The public hearing opened at 7:45 p.m.

None.

The public hearing closed at 7:45 p.m.

Discussion ensued regarding the type of signage proposed for the wall signage i.e. it will be race way mounted and may be LED and it was discussed that each tenant will meet the 10% of the wall space that they are on which many of the other buildings in the Township have complied with. Additionally, it was discussed that the existing pole sign will be removed. No box signs and no permanent window signs will be allowed and the maximum number of signs is nine (9) signs for up to seven (7) tenants.

a. J. Dorset moved and J. Cogley seconded to approve the variance request, Cumulative Wall Signage, a variance from *Article 17, Sec. 17-06(b)(24)d, Specific Sign Requirements* of the Zoning Ordinance for ZBA Application # 18/21, Tax ID # 12-32-300-023, 063 and 073 for the following reasons: compliance with the strict letter of the restrictions would unreasonably prevent the use of the property; granting of the requested variance would do substantial justice to the applicant as well as to other property owners in the district and is necessary for the preservation and enjoyment of a substantial property right similar to that possessed by other properties in the same zoning district and vicinity of the subject parcel; the requested variance does not substantially interfere with the public safety and welfare, increase the hazard of fire, impair the adequate supply of light and air, or create nuisances; and the variance will not substantially interfere with or discourage the appropriate development, continued use, or value of adjacent properties and the surrounding neighborhood. Additional requirements are that each tenant will meet the 10% of the wall space that they are on; the existing pole sign will be removed; no box signs; no permanent window signs will be allowed; and the maximum number of wall signs is nine (9) signs for up to seven (7) tenants.

Ayes: J. Gibbons, J. Stinedurf, C. Moran (alt.), J. McKeon, J. Cogley, J. Dorset, F. Grapentien

Nays: None

Motion carried.

Applicant Steve Samona overviewed the proposal for ground signage. He stated the future approximate 10,000 sq. ft. medical office/office building needs visibility on Grand River so he's proposing an additional sixteen (16) sq. ft. above the thirty-two (32) sq. ft. allowable for the front building and a height of seven (7) ft. due to the grade change and retaining wall from DFCU. He stated he needs this signage for the national tenants to be viable. It was discussed that the three (3) parcels may not all be combined and that the signage can be measured at forty-two (42") inches above the existing elevation of the R.O.W. and this is considered a joint application for the two (2) buildings.

b. F. Grapentien moved and J. Stinedurf seconded to approve the variance request, **Ground Signage**, a variance from *Article 17, Sec. 17-06(a), Specific Sign Requirements* of the Zoning Ordinance for ZBA Application # 18/21, Tax ID # 12-32-300-023, 063 and 073 for the following reasons: compliance with the strict letter of the restrictions would unreasonably prevent the use of the property; granting of the requested variance would do substantial justice to the applicant as well as to other property owners in the district and is necessary for the preservation and enjoyment of a substantial property right similar to that possessed by other properties in the same zoning district and vicinity of the subject parcel; the requested variance does not substantially interfere with the public safety and welfare, increase the hazard of fire, impair the adequate supply of light and air, or create nuisances; and the variance will not substantially interfere with or discourage the appropriate development, continued use, or value of adjacent properties and the surrounding neighborhood. This is being allowed because of the definition in *Article 25-10* of measurement of forty-two (42") inches above the existing elevation of the R.O.W. and being considered a joint application between two (2) buildings, not prohibited signage for the rear building on the front building's sign. Additionally, no additional ground signage will be allowed on the three (3) parcels; only wall signage that meets the Zoning Ordinance.

Ayes: J. Gibbons, J. Stinedurf, C. Moran (alt.), J. McKeon, J. Cogley, J. Dorset, F. Grapentien

Nays: None

Motion carried.

J. Stinedurf moved and J. Gibbons seconded to appoint **K. Mathews** as scribe for the ZBA for 2019.

Ayes: J. Gibbons, J. Stinedurf, C. Moran (alt.), J. McKeon, J. Cogley, J. Dorset, F. Grapentien

Nays: None

Motion carried.

REPORTS AND CORRESPONDENCE

F. Grapentien - Welcomed J. Stinedurf as the ZBA liaison from the PC.

J. Stinedurf - PC update from December and January meetings: 2 Verizon towers on GM property; LCPC presentation; Recreational Marijuana Zoning Ordinance; Master Plan; and Elections of Officers.

K. Mathews - Overviewed the Master Plan consultant selection and process going forward.

CALL TO THE PUBLIC

None.

J. Stinedurf moved and J. Gibbons seconded to adjourn.

Ayes: J. Gibbons, J. Stinedurf, C. Moran (alt.), J. McKeon, J. Cogley, J. Dorset, F. Grapentien

Nays: None

Motion carried.

The meeting adjourned at 8:40 p.m.

Respectfully submitted,

Frank Grapentien, Chairperson

John Gibbons, Secretary

Kelly Mathews, Recording Secretary

MINUTES

CHARTER TOWNSHIP OF BRIGHTON
PLANNING COMMISSION
4363 BUNO ROAD
BRIGHTON, MI 48114

JANUARY 14, 2019
REGULAR MEETING
7:00 P.M.
(810) 229.0562

Chairman S. Holden called the meeting to order at 7:00 P.M. The Pledge of Allegiance was said.
Present: M. Slaton, J. Stinedurf, D. Schifko, B. Prine, S. Holden, L. Herzinger
Absent: G. Mitsopoulos

CALL TO THE PUBLIC
None.

AGENDA

B. Prine moved and L. Herzinger seconded to approve the agenda as presented.
Motion carried.

MINUTES

L. Herzinger moved and J. Stinedurf seconded to approve the minutes of the December 10, 2018 regular meeting as amended.
Motion carried.

BUSINESS

ELECTION OF 2019 OFFICERS AND RECOMMENDATION TO TOWNSHIP BOARD ON LIAISON TO ZONING BOARD OF APPEALS

L. Herzinger moved and D. Schifko seconded to elect Steve Holden as Chairman for 2019.
Motion carried.

J. Stinedurf moved and L. Herzinger seconded to elect Bud Prine as Vice Chairman for 2019.
Motion carried.

D. Schifko moved and L. Herzinger seconded to elect Jeff Stinedurf as Secretary for 2019.
Motion carried.

D. Schifko moved and L. Herzinger seconded to recommend Jeff Stinedurf to the Township Board as ZBA liaison for 2019.
Motion carried.

J. Stinedurf moved and L. Herzinger seconded to elect Kelly Mathews as Scribe for 2019.
Motion carried.

PUBLIC HEARING ON ZONING ORDINANCE AMENDMENT - *ARTICLE 2, SEC. 2-06 - RECREATIONAL MARIJUANA*

Chairman Holden overviewed the public comment rules. K. Mathews, Township Planner, overviewed the Zoning Ordinance amendment and previous Township Board action on Recreational Marijuana in the General Ordinance. She stated that the Township, as many other communities, is opting out of recreational marijuana at this time and may reconsider the topic in a year or so when regulations have been promulgated.

PUBLIC HEARING

The public hearing opened at 7:15 p.m.

A letter from the Conley sisters regarding recreational marijuana and keeping an open mind for businesses dated 1/13/19 was read into the record.

Kim Logie-Bates, 5508 Woodruff Shore Dr. - Asked about restricting individual's rights to have 12 plants at their home and that much money is being left on the table as far as the municipality receiving money from dispensaries. (It was stated that the ordinance prohibition is for commercial establishments only; not restricting individuals' rights).

Page 1 of 2

Charter Township of Brighton - Planning Commission

Minutes - January 14, 2019 Regular Meeting

Approved - March 11, 2019

The public hearing closed at 7:22 p.m.

D. Schifko moved and L. Herzinger seconded to recommend to the LCPC and the Township Board the proposed language for Recreational Marihuana in *Article 2, Sec. 2-06* with the addition at the top of the ordinance making it clear that the prohibition is for commercial establishments only; not restricting individual property owners' rights under the law.

Motion carried.

REVIEW OF 2018 ANNUAL REPORT AND REVIEW OF 2019 POTENTIAL PROJECTS

The 2018 annual report was reviewed and it was suggested to make the Verizon Hilton, Verizon Commerce, and Verizon Pleasant Valley projects and daycare on Kensington's actions clearer and to add the dates of the meetings to the actions.

D. Schifko moved and J. Stinedurf seconded to approve the 2018 annual report as amended.

Motion carried.

REPORTS AND CORRESPONDENCE

M. Slaton - Township Board update - Master Plan consultants meeting Wed. and newly appointed Clerk.

CALL TO THE PUBLIC

Dawn Logie-Bates, 5508 Woodruff Shore Dr. - Phasing of Encore Building.

ADJOURNMENT

D. Schifko moved and L. Herzinger seconded to adjourn.

Motion carried.

The meeting adjourned at 7:40 P.M.

Respectfully submitted,

Steve Holden, Chairperson

Jeff Stinedurf, Secretary

Kelly Mathews, Recording Secretary

MINUTES

CHARTER TOWNSHIP OF BRIGHTON
ELECTION COMMISSION
4363 BUNO ROAD
BRIGHTON, MI 48114

OCTOBER 15, 2018
SPECIAL MEETING
6:00 P.M.
810.229.0560

Clerk A. Bollin called the meeting to order at 6:02 P.M. The Pledge of Allegiance was said.

Present: A. Bollin, M. Slaton, S. Combs

Absent: None

CALL TO THE PUBLIC

No response.

AGENDA

M. Slaton moved and S. Combs seconded to **approve the agenda as presented.**

Motion carried.

BUSINESS

MINUTES

M. Slaton moved and S. Combs seconded to **approve the July 17, 2018 Election Commission minutes as presented.**

Motion carried.

APPOINTMENT OF WORKERS

S. Combs moved and M. Slaton seconded to **appoint the election workers for the November 6, 2018 General Election upon certification and to authorize the Clerk to make any adjustments as necessary.**

Motion carried.

ESTABLISH AVCB

S. Combs moved and M. Slaton seconded to **establish the AVCB for the November 6, 2018 General Election and to authorize the Clerk to establish the starting time.**

Motion carried.

ACCURACY AND LOGIC TESTING OF VOTING EQUIPMENT

A. Bollin moved and M. Slaton seconded to **receive and file the minutes from the September 28, 2018 Accuracy and Logic testing of voting equipment.**

Motion carried.

CLERK'S REPORT

Clerk Bollin provided an update on the new voting equipment, election training and projected voter turnout.

CALL TO THE PUBLIC

No response.

M. Slaton moved and A. Bollin seconded **TO ADJOURN.** Motion carried.

The meeting adjourned at 6:18 P.M.

Respectfully submitted,

*Joseph R. Riker, Clerk
Election Commission Chairperson
Ann M. Bollin, CMC, CMMC, Clerk
Election Commission Chairperson*



**INFRASTRUCTURE
ALTERNATIVES, INC.**

Board Members
Brighton Township
4363 Buno Road
Brighton, MI 48116

WASTEWATER SYSTEM MONTHLY OPERATING REPORT
February 2019

Dear Board Members:

Infrastructure Alternatives is pleased to submit this copy of the Monthly Operating Report covering the operations, maintenance, and management of your wastewater treatment facility and collection system. This Monthly Operating Report is for the month of February 2019.

Infrastructure Alternatives continued to perform routine operation, laboratory analysis and maintenance on the collection system, lift stations and WWTP plant equipment during the month of February. Infrastructure Alternatives continues to perform new grinder pump locates, installation inspections and grinder pump start-ups as required. We respond to Miss Dig requests as needed. Infrastructure Alternatives responds to alarms from any of the nearly 1,000 grinder pumps, call-outs from the 10 pump stations and plant equipment failures. The on-call phone is carried by an Infrastructure Alternatives employee 24 hours per day and 7 days per week. We receive calls on this phone from residents regarding grinder pump emergencies and alerts from the pump stations and WWTP SCADA Systems.

The treatment plant continued to operate within the discharge permit levels during this period with no NPDES Permit violations.

INFRASTRUCTURE ALTERNATIVES

Sincerely,

A handwritten signature in black ink that reads "Thomas High".

Thomas High
Plant Manager



**INFRASTRUCTURE
ALTERNATIVES, INC.**

March 11, 2019

Mr. Brian Vick
Township Manager
Brighton Township
4363 Buno Road
Brighton, MI 48116

WASTEWATER SYSTEM MONTHLY OPERATING REPORT
February 2019

Mr. Vick,

Infrastructure Alternatives is pleased to submit this copy of the Monthly Operating Report covering the operations, maintenance, and management of your wastewater treatment facility and collection system. This Monthly Operating Report is for the month of February 2019.

Infrastructure Alternatives continued to perform routine operation, laboratory analysis and maintenance on the collection system, lift stations and WWTP plant equipment during the month of February. Infrastructure Alternatives continues to perform new grinder pump locates, installation inspections and grinder pump start-ups as required. We respond to Miss Dig requests as needed. Infrastructure Alternatives responds to alarms from any of the nearly 1,000 grinder pumps, call-outs from the 10 pump stations and plant equipment failures. The on-call phone is carried by an Infrastructure Alternatives employee 24 hours per day and 7 days per week. We receive calls on this phone from residents regarding grinder pump emergencies and alerts from the pump stations and WWTP SCADA Systems.

The treatment plant continued to operate within the discharge permit levels during this period with no NPDES Permit violations. Copies of the monthly reports are in attached.

Sincerely,
INFRASTRUCTURE ALTERNATIVES

A handwritten signature in black ink that reads "Thomas High".

Thomas High
Plant Manager



INFRASTRUCTURE
ALTERNATIVES, INC.

PLANT OPERATIONS

9.2252 million gallons of wastewater was processed through the wastewater treatment plant and received full treatment during February 2019. The average daily flow into the wastewater treatment plant was 329,500 gallons. This flow rate represents approximately 50.7% of the design capacity of the Brighton Township Wastewater Treatment Plant.

Analytical testing of various parameters is performed in the plant laboratory five days per week as required by the NPDES Permit. The analytical testing shows that the effluent quality during February 2019 was well within NPDES Permit limitations. During this period, 99.1% of BOD was removed; 99.0% of Suspended Solids was removed and 94.6% of Phosphorus was removed. Daily and average values for all parameters are presented in the charts attached to this report.

COLLECTION SYSTEM AND CALLOUTS

- There were 18 grinder station callouts during February 2019. 14 of these callouts required replacement of the grinder pump.
 - February 1 – 8143 Grand River – Replaced pump (A195789)*
 - February 2 – 297 Winged Foot – Replace pump (DH651342)
 - February 2 – 2690 Shelly – Replaced pump (DH651337)
 - February 3 – 9170 Ridgefield – Replaced pump (DH651349)
 - February 5 - 8444 Woodland Shore – Pump OK
 - February 7 – 4031 Dominion – Replaced pump (DH651345)*
 - February 7 – 9716 Dornach – Replaced pump (DH651350)
 - February 8 – 3650 Olde Hawthorne – Replaced pump (DH500404)*
 - February 9 – 2989 Old US 23 – Replace pump (A132204)
 - February 10 – 8365 Hilton – Pump OK
 - February 11 – 9449 Sheltering Oaks – Replace pump (A157560)*
 - February 14 – 2602 Shelly – Replace pump (DH651343)
 - February 20 – 8273 Grand River – Replace both pumps (A217184 & DH604867)*
 - February 20 – 1062 Xanadu – Replace fuses and EQD ends
 - February 21 – 8850 Lake Bluff – Pump OK
 - February 22 – 9796 Lake Edge Dr. – Replace fuses
 - February 26 – 8511 Prince William Road – Replace pump (A138737)*
 - February 27 – 5935 Kinyon – Replace pump (A132344)*

* Indicates call during normal work hours



**INFRASTRUCTURE
ALTERNATIVES, INC.**

- There were 9 callouts to the treatment plant for equipment failures and restarts. We have contacted DTE to investigate this problem. They may be able to use a power monitor to identify whether this problem is external or internal.
 - February 8 – Power failure – Equipment restart
 - February 13 – Power failure – Equipment restart
 - February 21 – Power failure – Equipment restart
 - February 23 – Power failure – Equipment restart
 - February 23 – Power failure – Equipment restart
 - February 24 – Power failure – Equipment restart
 - February 24 – Power failure – Equipment restart
 - February 24 – Power failure – Equipment restart
 - February 25 – Power failure – Equipment restart
- There were 3 callouts to the pump stations for equipment failures:
 - February 7 – Coms Failure – all stations
 - February 8 – Station 7 – High float, Coms failure
 - February 22 – Station #1 – Generator Fail to Start.
- New station work:
 - Grinder locates
 - None
 - Grinder Installations Inspections
 - None
 - Grinder Startup Inspections
 - 1062 Xanadu
 - 2989 Cady
 - 2955 Cady
 - Grinder Pump Rebuilds
 - Eight (8)

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY

PLANT INFLUENT SHEET
BRIGHTON TOWNSHIP, MICHIGAN
February-19

PLANT NO. MI0054968
SAMPLE 500

Superintendents Signature

D A Y	WEATHER CODE	PRECIP. IN.	TOTAL MGD	RAW SEWAGE QUALITY						5. SNOW/ SNOW				
				TEMP DEG C	pH SU	BOD-5 MG/L	LBS	SS MG/L	LBS	TOTAL PHOSPHORUS MG/L	VSS MG/L	NH3-N MG/L		
PN	CODE	IN.	MGD	00011	00400	00310	85001	00530	85002	00530	85002	00535	610	
1-Feb-19			0.3567	9.9	7.91	334	994	337	1003	3.55	10.6		15.4	
2-Feb-19			0.3513											
3-Feb-19			0.3536											
4-Feb-19			0.3345	14.6	7.81	339	946	303	845	4.05	11.3		16.9	
5-Feb-19			0.3177	11.4	7.85	316	837	255	676	3.36	8.9		18.4	
6-Feb-19			0.3243	9.9	7.98	376	1017	281	760	3.69	10.0		30.0	
7-Feb-19			0.3146	10.7	7.96	520	1364	341	895	3.43	9.0		27.4	
8-Feb-19			0.3193	10.9	7.91	322	857	264	703	3.64	9.7		25.2	
9-Feb-19			0.3302											
10-Feb-19			0.3280											
11-Feb-19			0.3166	11.2	7.81	332	877	328	866	3.13	8.3		13.4	
12-Feb-19			0.3066	9.9	7.83	350	895	292	747	3.54	9.1		16.4	
13-Feb-19			0.3175	9.5	7.92	284	752	218	577	3.69	9.8		19.4	
14-Feb-19			0.3245	10.6	7.95	501	1356	282	763	2.77	7.5		26.7	
15-Feb-19			0.3306	10.4	7.50	312	860	279	769	3.25	9.0			
16-Feb-19			0.3341											
17-Feb-19			0.3283											
18-Feb-19			0.3294	10.4	7.82	288	791	272	747	3.27	9.0		27.1	
19-Feb-19			0.3296	8.9	7.70	292	803	263	723	2.98	8.2		15.1	
20-Feb-19			0.3251	9.0	7.90	292	792	252	683	3.16	8.6		14.1	
21-Feb-19			0.3390	11.7	7.80	484	1368	219	619	3.19	9.0		15.6	
22-Feb-19			0.3328	10.9	7.79	318	883	281	780	3.19	8.9			
23-Feb-19			0.3219											
24-Feb-19			0.3501											
25-Feb-19			0.3334	8.5	7.72	312	868	274	762	2.94	8.2		15.7	
26-Feb-19			0.3294	10.9	7.75	401	1102	217	596	3.07	8.4		15.5	
27-Feb-19			0.3098	11.6	7.82	302	780	234	605	3.47	9.0		15.7	
28-Feb-19			0.3363	11.1	7.76	508	1425	216	606	3.97	11.1		16.5	
1-Mar-19														
2-Mar-19														
3-Mar-19														
Total			0.00	9.2252			19566		14725		183.3			
AVG			0.3295	10.6	7.82	359	978	270	736	3.37	9.2	0	19.4	
MAX			0.00	0.3567	14.6	7.98	520	1425	341	1003	4.05	11.3	0	30.0
MIN				0.3066	8.5	7.50	284	752	216	577	2.77	7.5	0	13.4

STATE OF MICHIGAN
DEPARTMENT OF EN

FINAL EFFLUENT SHEET

PERMIT # M10054968

February-19

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITYACTIVATED SLUDGE SHEET
BRIGHTON TOWNSHIP, MICHIGAN

PERMIT # M0054968

February-19

Superintendents Signature

*PM CODE
 1. CONVENTIAL
 2. STEP FEED
 3. COMPLETE MIX
 4. EXTENDED AER
 5. CONTACT STAB

D A Y	AERATION SYSTEM			MIXED LIQUOR						SECONDARY SLUDGE			PROC MODIFI CATION Code
	AER VOL	DET TIME	SLUDGE LOADING	ORGAN	MLSS	MLVSS	SETTL	SVI	DO	RAS	SS	VSS	WASTE
PN #	KCF	HRS.	ORGAN	MLSS	MLVSS	SETTL	SVI	DO	RAS	SS	VSS	WASTE	KGAL
1-Feb-19	66.8	33.6											81006
2-Feb-19	66.8	34.1											70325
3-Feb-19	66.8	33.9											80991
4-Feb-19	66.8	35.9											80889
5-Feb-19	66.8	37.7											
6-Feb-19	66.8	37.0											
7-Feb-19	66.8	38.1											
8-Feb-19	66.8	37.6											
9-Feb-19	66.8	36.3											
10-Feb-19	66.8	36.6											
11-Feb-19	66.8	37.9											
12-Feb-19	66.8	39.1											
13-Feb-19	66.8	37.8											
14-Feb-19	66.8	37.0											
15-Feb-19	66.8	36.3											
16-Feb-19	66.8	35.9											
17-Feb-19	66.8	36.5											
18-Feb-19	66.8	36.4											
19-Feb-19	66.8	36.4	21.1										
20-Feb-19	66.8	36.9											
21-Feb-19	66.8	35.4											
22-Feb-19	66.8	36.0											
23-Feb-19	66.8	37.3											
24-Feb-19	66.8	34.3											
25-Feb-19	66.8	36.0	21.8										
26-Feb-19	66.8	36.4											
27-Feb-19	66.8	38.7											
28-Feb-19	66.8	35.7	25.0										
1-Mar-19	66.8												
2-Mar-19	66.8												
3-Mar-19	66.8												
Total													
AVG	36.4	21.4	#DIV/0!	3872	#DIV/0!	388	100	#DIV/0!					175.2
MAX	39.1	25.0	0.00	4146	0	400	105	0.0					5.7
MIN	33.6	18.9	0.00	3630	0	380	92	0.0					0

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY

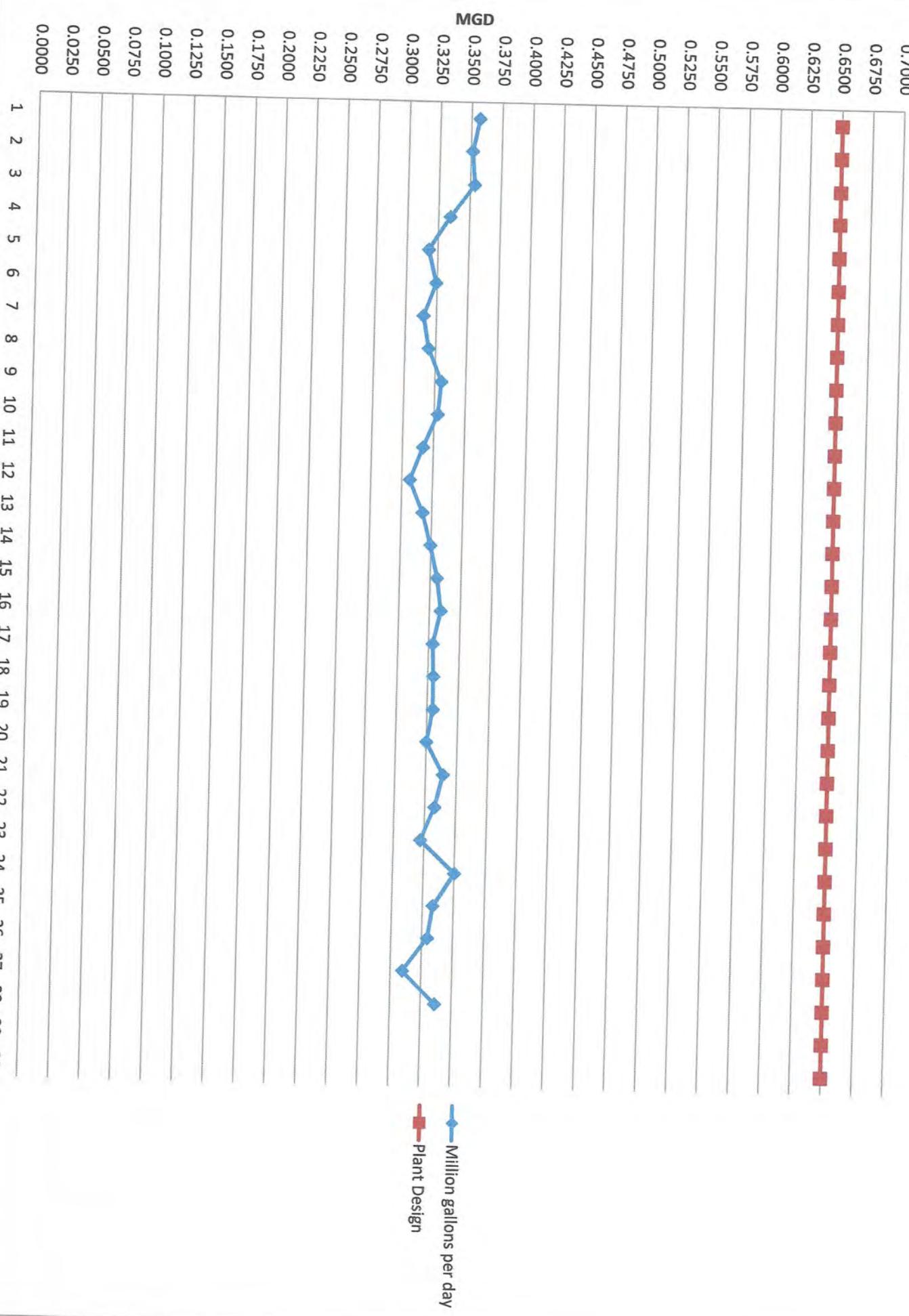
PERMIT # MI0054968

MISCELLANEOUS SHEET
BRIGHTON TOWNSHIP, MICHIGAN
February-19

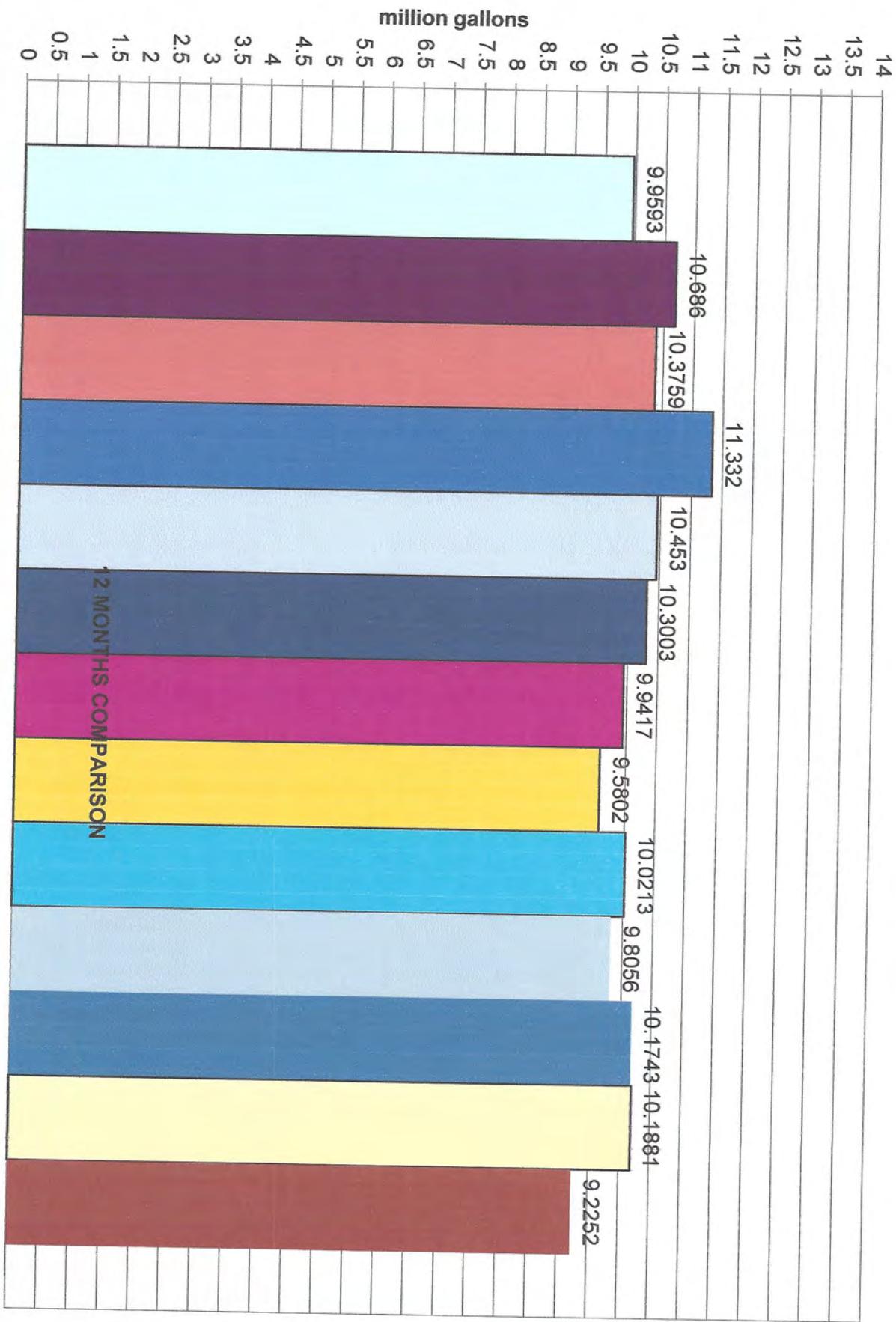
Superintendents Signature _____

DATE	AUX FUEL GEN Y PN	POWER CONSUMPTION #1 KWH	CHEMICALS APPLIED FERRIC GAL	Ferric Reading
SF				
1-Feb-19			40	2949
2-Feb-19			0	2909
3-Feb-19			25	2909
4-Feb-19			21	2884
5-Feb-19			19	2863
6-Feb-19			20	2844
7-Feb-19			26	2824
8-Feb-19			20	2798
9-Feb-19			19	2778
10-Feb-19			22	2759
11-Feb-19			22	2737
12-Feb-19			24	2715
13-Feb-19			21	2691
14-Feb-19			22	2670
15-Feb-19			17	2648
16-Feb-19			24	2631
17-Feb-19			21	2607
18-Feb-19			21	2586
19-Feb-19			28	2565
20-Feb-19			16	2537
21-Feb-19			25	2521
22-Feb-19			26	2496
23-Feb-19			18	2470
24-Feb-19			13	2452
25-Feb-19			25	2439
26-Feb-19			19	2414
27-Feb-19			13	2395
28-Feb-19			2382	
1-Mar-19			0	
2-Mar-19			0	
3-Mar-19			0	
TOTAL	0	0	0	0
AVG	0	#DIV/0!	#DIV/0!	74473
MAX	0	0	0	2402
MIN	0	0	0	2949

BRIGHTON TOWNSHIP WASTEWATER PLANT (DAILY FLOW)

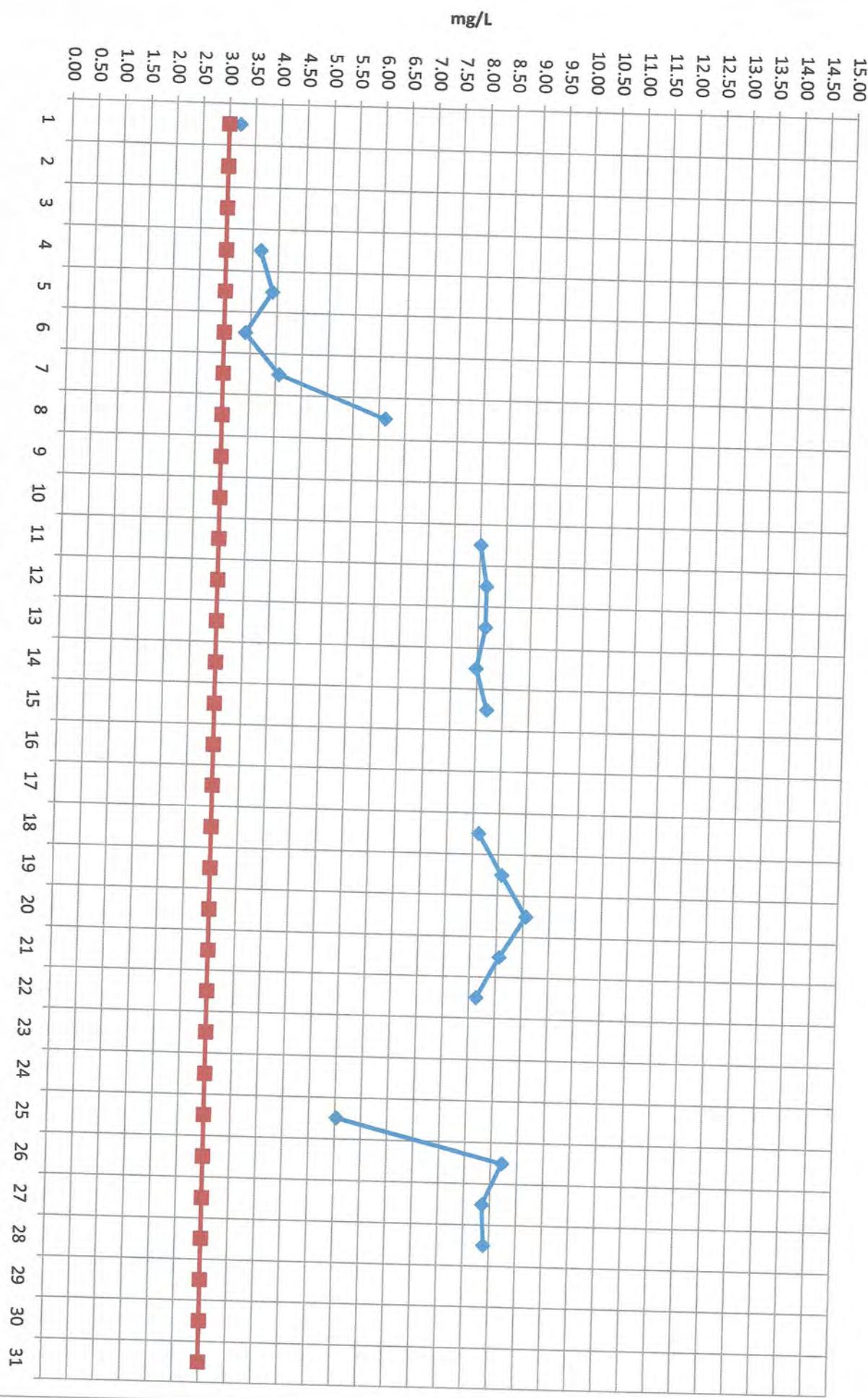


MONTHLY WASTEWATER FLOW COMPARISON

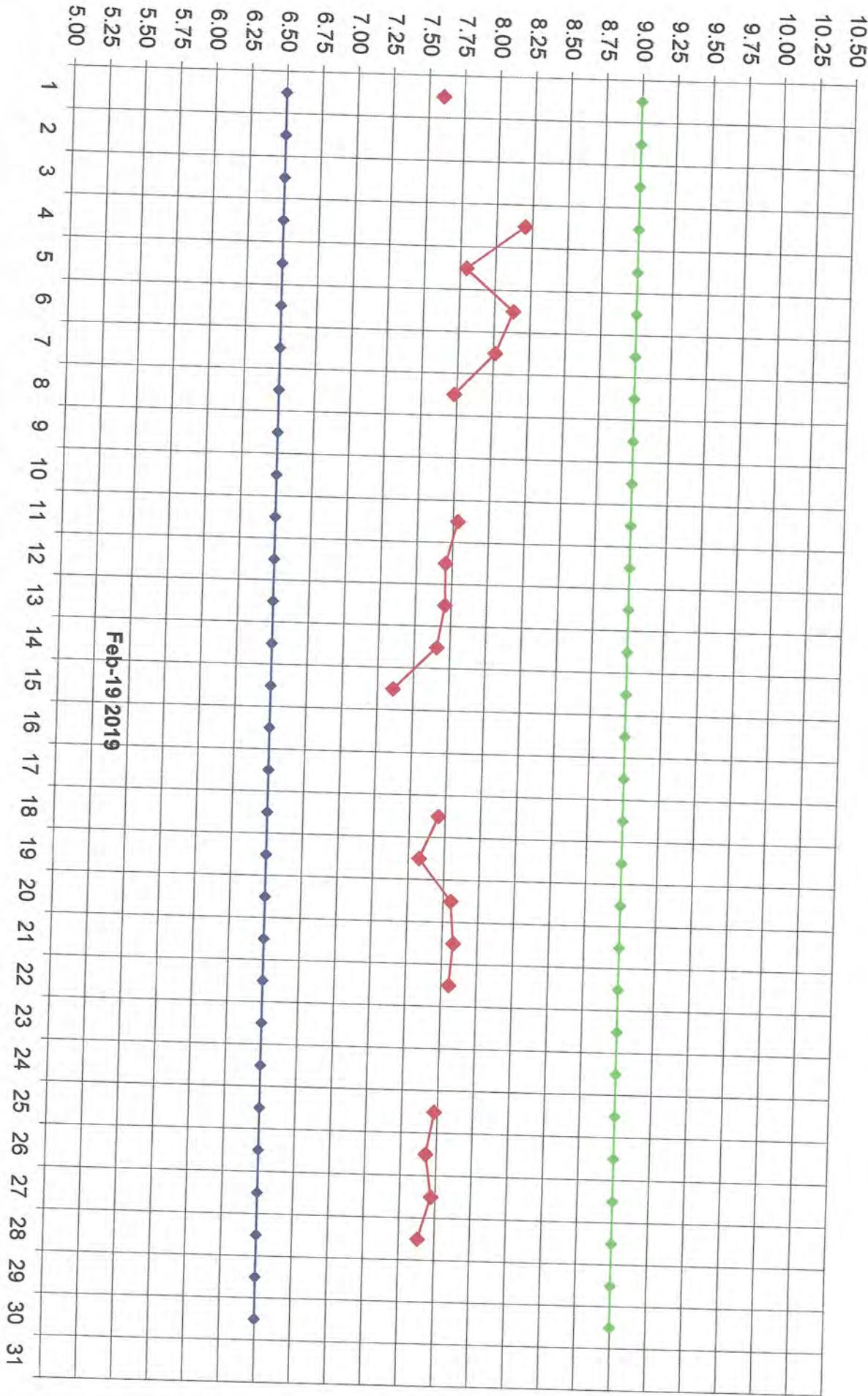


□ Feb-18 ■ Mar-18 □ Apr-18 ■ May-18 □ Jun-18 ■ Jul-18 □ Aug-18 ■ Sep-18 □ Oct-18 ■ Nov-18 ■ Dec-18 □ Jan-19 ■ Feb-19

BRIGHTON TOWNSHIP WASTEWATER PLANT
(Dissolved Oxygen)



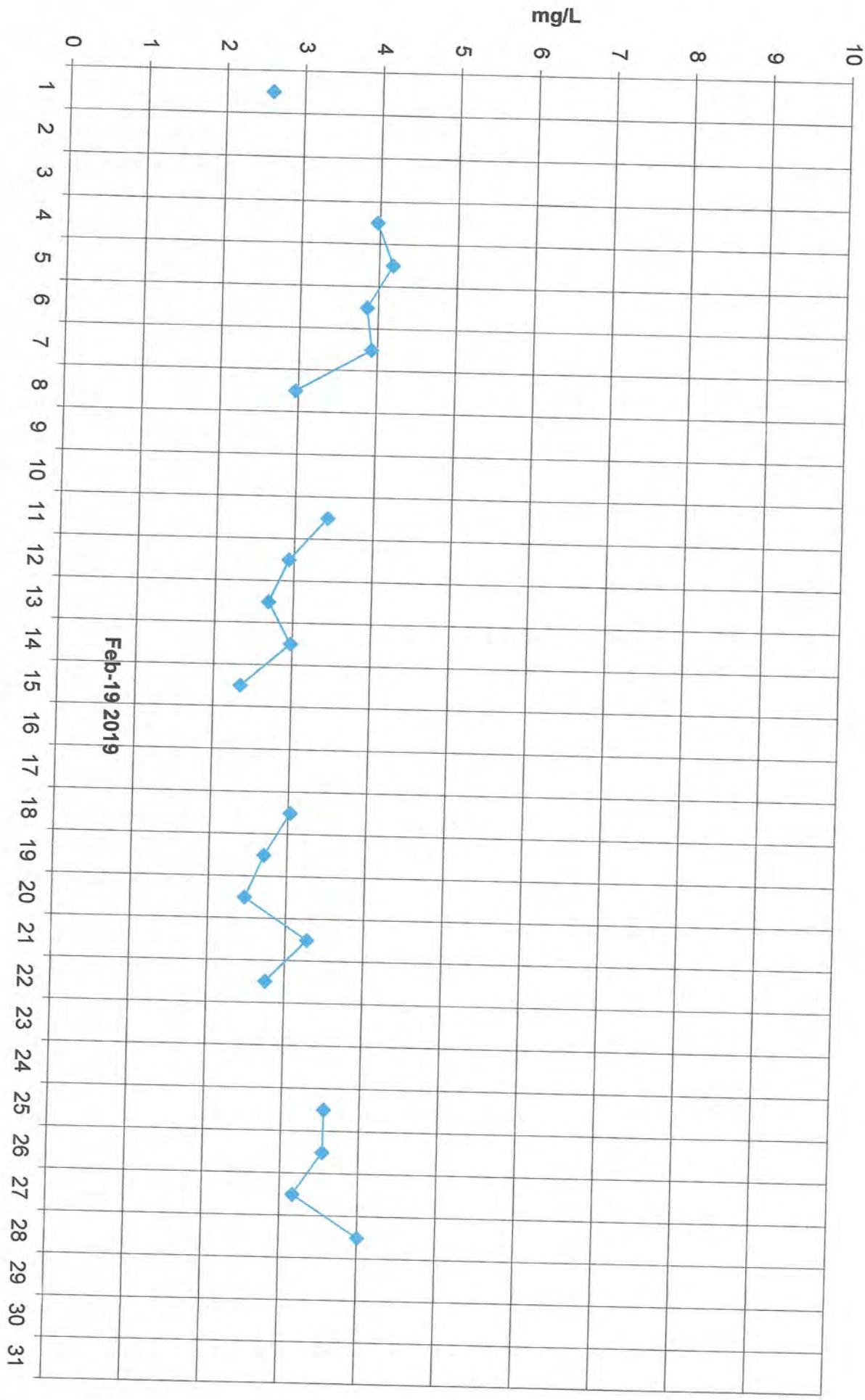
BRIGHTON TOWNSHIP WASTEWATER PLANT (pH)



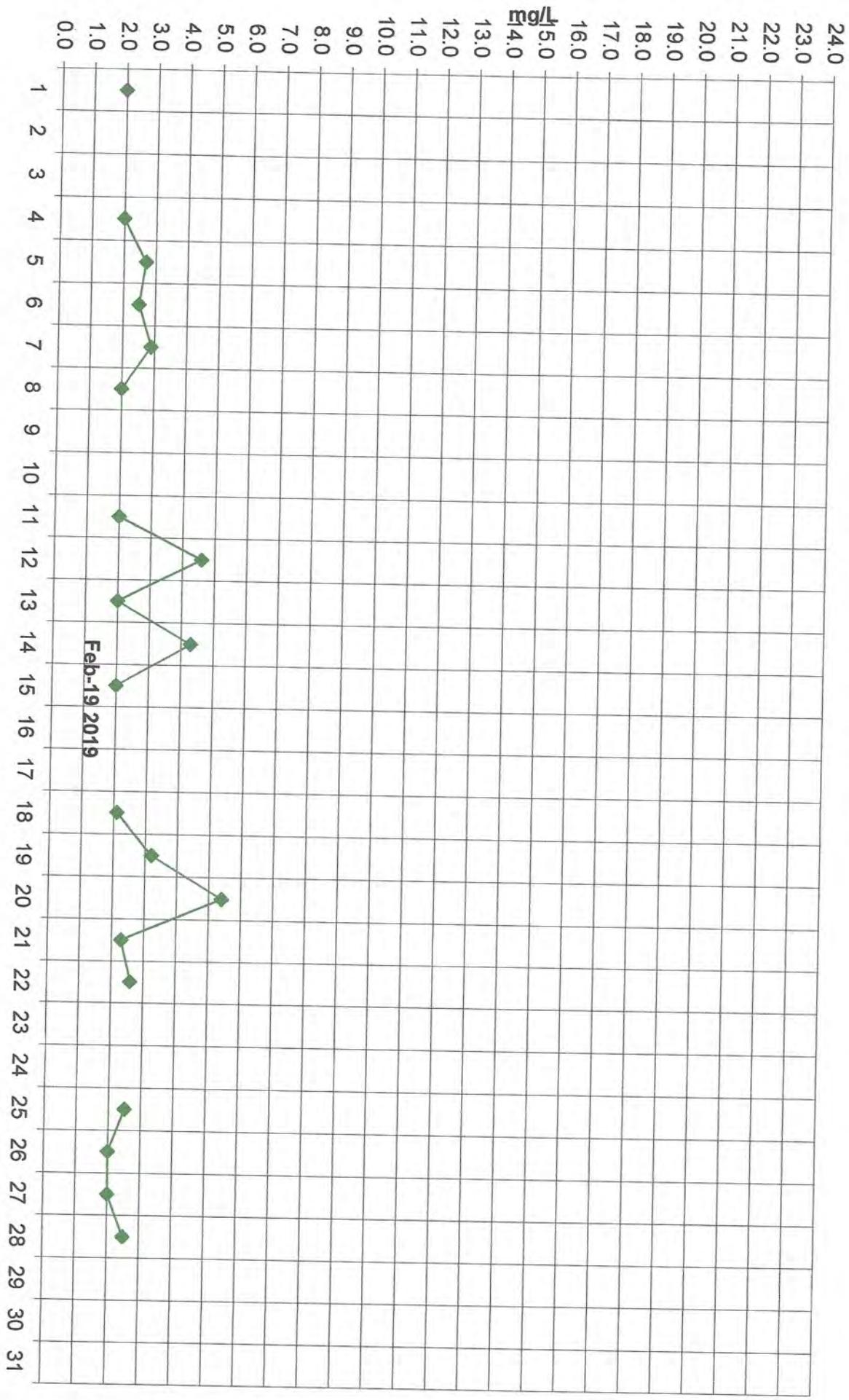
BRIGHTON TOWNSHIP WASTEWATER PLANT

(Biochemical Oxygen Demand)

- ◆ Effluent
- ◆ 30 Day Avg Limit
- ◆ Daily Max Limit

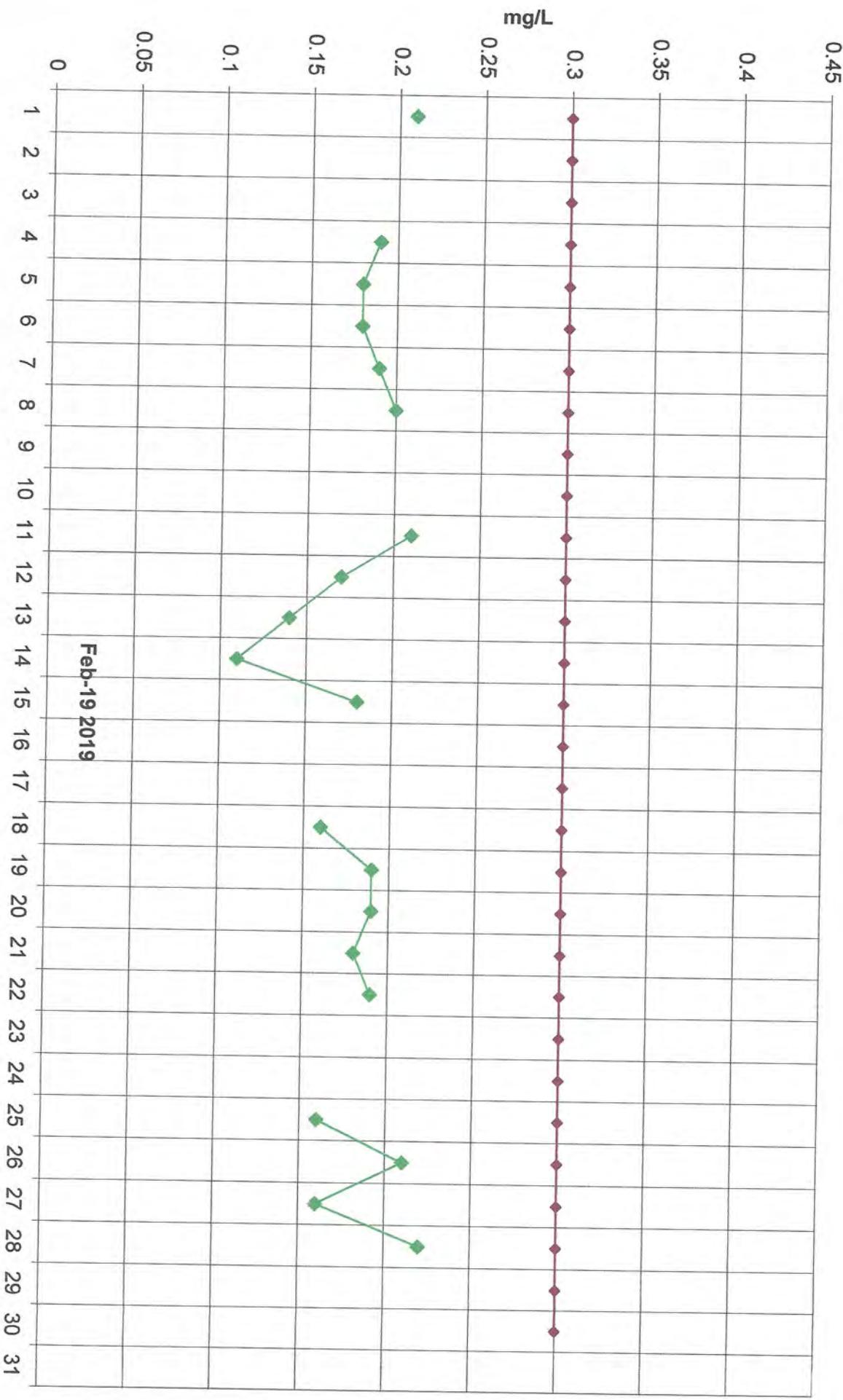


BRIGHTON TOWNSHIP WASTEWATER PLANT (Suspended Solids)



BRIGHTON TOWNSHIP WASTEWATER PLANT

(Total Phosphorus)



BRIGHTON TOWNSHIP WASTEWATER PLANT

(Ammonia Nitrogen)

