

NORTHFIELD TOWNSHIP BOARD WORKSHOP AGENDA

May 26, 2015 - - 7:00 PM

8350 Main Street, 2nd Floor

CALL TO ORDER
PLEDGE/INVOCATION
ROLL CALL
ADOPT BALANCE OF AGENDA
CALL TO THE PUBLIC
BOARD MEMBER COMMENTS
CORRESPONDENCE and ANNOUNCEMENTS

DISCUSSION ITEMS:

1. Various Project Updates +
2. Code Enforcement Update
3. Library Allocation
4. RFP Planning Consultant
5. Budget Overview

2nd CALL TO THE PUBLIC
BOARD MEMBER COMMENTS
ADJOURNMENT

* Denotes previous backup; + denotes no backup in package

This notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act) MCLA 41.72A (2) (3) and the Americans with Disabilities Act. (ADA) individuals with disabilities requiring auxiliary aids or services should contact the Northfield Township Office, (734-449-2880) seven days in advance.

NORTHFIELD TOWNSHIP

The ordinance enforcement response since 3/1/2014

Open ordinance complaint were reviewed from the years 2012 and 2013

2012

Of 16 complaints in 2012 10 were closed as compliant after site review

2 are long term and are being monitored for compliance in 2014.

2013

Of 15 complaints in 2013 13 were closed as compliant after site review

none remain open at this time in 2014.

2014

In 2014 to date 87 complaints have been logged and are being closely monitored for compliance

Using the Enforcement Tool Kit.

Of the 20 open complaints

- 6 Are rural in Nature
- 8 Are in the Horseshoe Lake Area
- 3 Are Located in the Hamlet
- 3 Are in the commercial zone

Long term complaints submitted plan/Court orders

- 6 Of the complaints are long term in nature

NORTHFIELD TOWNSHIP

25 Notice of violation mailed out

16 Closed by compliance

6 Long term solutions required

12 In the initial time frame waiting compliance

4 In various forms of investigation/confirmation

4 Violations were sent to the court for adjudication

The Code Enforcement Strategy Guide



Introduction

Purpose

The Code Enforcement Strategy Guide was created with three primary objectives in mind:

- To ensure that all property owners are treated equally by creating a predictable path to resolution for code violations.
- To first try to prevent code violations, then resolve and only use the enforcement tools such as fines when absolutely necessary.
- To create an efficient and easily manageable database of all existing code violations within the City.

This is primarily achieved by outlining the City's expectations for resolving specific types of code enforcement cases. The Strategy Guide also details practical strategies to prevent code violations, tools the City may use in order to achieve compliance and policies that direct day-to-day decision making within the Code Enforcement Division. Overall, the Strategy Guide aims to create a predictable path for property owners, protect neighborhoods for longstanding code violations and improve the efficiency of the code enforcement program.

Contents of Strategy Guide

The Strategy Guide is broken down into five sections: Framework Documents, Practical Strategies, Resolutions Schedules, Enforcement Schedule and Enforcement Tools.

Section 1: Framework Documents

The Framework documents include the case tree and the status table. The case tree is an easy to read chart, which displays the various types of Municipal Code Violations. The Status Table outlines the different stages of code enforcement cases. Both documents allow the Code Enforcement Officers to sort all code cases in a manageable database.

Section 2: Practical Strategies

This section outlines several practical steps the City will take to prevent code enforcement cases and/or increase the likelihood the cases will be resolved in a timely manner. Strategies include a property manager outreach program, a new homebuyer tool kit and outreach programs.

Section 3: Resolution Plans

The Resolution Plans represent the largest section in the document. For each type of violation found within the Case Tree, a plan to resolution has been

created. This resolution plan creates an overall timeline for resolving the code enforcement case, as well as the timeline for each step towards resolution. As long as the property owners sticks to the plan, they can avoid fines and other code enforcement tools.

Section 4: The Enforcement Schedules

The enforcement schedule outlines the timing of enforcement for all Municipal Code violations. This includes when the homeowners will receive notice of violation, when they will receive a fine and when they should expect further action. It is important to note that when a property owner sticks to the schedule outlined in the resolution plan, the enforcement schedule will not be necessary.

Section 5: The Enforcement Tools

It is always the goal of the City to resolve a Municipal Code violation as quickly and simply as possible, and the quickest way to resolve a code violation is immediate removal of the violation or following a resolution plan. In the event a property owner chooses not to go that route, the City must have the tools necessary to enforce the Municipal Code. This section outlines what those tools are, and what the process is to use those tools. Examples of tools are fines, notices of dangerous building and property liens.

Building Code Violations
Housing Code Violations
Municipal Code Violations
Nuisance Violations
Zoning Violations
Vegetation
Misc. Zoning Code Violation

Status Table

Status Type Description Complaint

When the Department receives a complaint the case will be entered into database tracking system.

Notice of Violation (N.O.V.)

When a Code Enforcement Officer conducts a site inspection and confirms a violation exists a Notice of Violation(N.O.V.) will be posted on the site and mailed to the property owner and/or responsible party.

Resolution Plan

A majority of non-nuisance cases are resolved through resolution plans, which allow for a reasonable amount of time to bring a property into compliance with the Municipal Code.

Citation

When a property owner does not respond to the NOV, does not comply with the resolution plan or has a repeat violation a citation will be issued.

City Attorney

For certain cases, the advice of the City Attorney is required. Other cases require City Attorney action because the property owner is not responding to Code Enforcement staff.

Planning Division

Certain cases require that the property owner apply to Planning Division or the planning Commission in order for the case to be resolved. Please note that Building Division approval will typically be required after planning approval.

Status Type Description

Building Division

A majority of non-nuisance related code enforcement cases require the property owner to obtain a building permit in order to achieve compliance. Please note the code enforcement case will not be closed until the building permit has received final approval and all other aspects of the case are resolved.

Outside Agency

There are certain types of code enforcement cases that require the assistance of agencies outside the City of Brighton (e.g., Livingston county Health). The database tracking system will indicate when the code enforcement case is awaiting a determination from an outside agency.

Notice Filed

As the tools section indicates, the City may record notices against property with the County of Livingston. This will allow lenders or potential buyers of the property to be aware of the violation. For some less serious violations, no further action may be taken once a notice is recorded. However, the property owner must correct the violation in order for the notice to be rescinded.

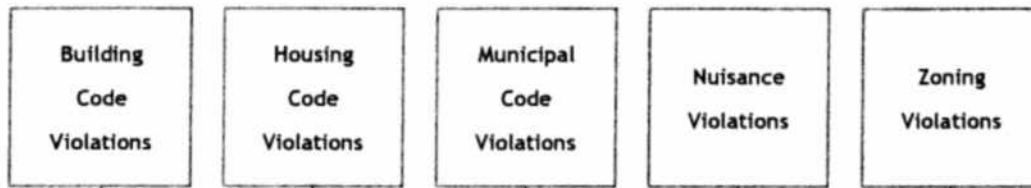
Case Closed – No Merit

For cases where the City receives a complaint and the code enforcement officer cannot verify the violation or finds the violations does not exist.

Case Closed – Resolved

For cases where the property has taken all the necessary steps and the violation no longer exists onsite.

Code Enforcement Case Tree



Case Sub-Types



**NORTHFIELD TOWNSHIP
MICHIGAN**

CODE

**ENFORCEMENT
OFFICER**

WWW.TWP-NORTHFIELD.ORG

(734) 449-2880

MEMO

To: Northfield Township Board

From: Howard Fink

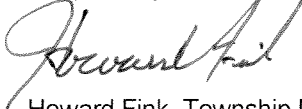
Date: 5/21/2015

Re: Library Allocation

Dear Township Board,

Rick Yaeger provided Zaley Nelson a new calculation of his time spent on the library, which he more formally tracked over the last year. Also, he asked the employees in the office what their sense of the percentage time was over the last year, and that number differed slightly from fiscal year 2014. I have no issues with Rick verifying a cost allocation. Based on this, the library total came out to be \$11,148 (document attached). The Board will need to make a decision if they want to change the cost allocation or stick to the previous year's amount. To prevent this from being a protracted conversation every year, Rick and I both suggest a 2 year amount to be set, so that the library can effectively budget from year to year. Also, you may wish to consider not altering the fee this year, as it would be retroactive to a two year set amount, but rather adjust the fee starting with the 2016 budget year moving forward. Either way, this is a policy decision by the Board of Trustees through negotiations with the Library Board.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Howard Fink", written in dark ink.

Howard Fink, Township Manager

NORTHFIELD TOWNSHIP
Library Administrative Charge
Fiscal 2014 and 2015

Deputy Treasurer

- Total Wages & Benefits	55,239		
Property Tax %	50.0%		
Wages Related to Tax	<u>27,619</u>		
Library Portion of Tax	13.1%		
Total Deputy Treasurer	<u>3,618</u>		<u>3,618</u>

Treasury Clerk

- Total Wages	17,106		
Property Tax %	23.0%		
Wages Related to Tax	<u>3,934</u>		
Library Portion of Tax	13.1%		
Wages Related to Lib. Tax	<u>515</u>		<u>515</u>
Other CR %	18.8%		
Wages Related to Other CR	<u>3,216</u>		
Library Portion of Other CR	1.9%		
Wages Related to Lib. Other CR	<u>61</u>		<u>61</u>

Deputy Clerk

<u>Total Wages</u>			
- Accounts Payable	13,526	9.4%	1,271
- Payroll	4,058	12.7%	515
- Sewer Billing	2,705		0
- Elections	5,410		0
- Cash Receipts	<u>1,353</u>	9.0%	<u>122</u>
Total	<u>27,052</u>		<u>1,909</u>

Controller

- Total Wages	57,321	5.0%	<u>2,866</u>
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Overhead

- Hall & Grounds	27,589	10.0%	0
- PSB Maint & Ops	49,534	2.5%	0
Total			<u>0</u>

Total Library Administrative Fee			<u>8,969</u>
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PAM BOEGLER

Time Estimates

Sewer	25.0%
Taxes - Fiduciary	50.0%
Building	25.0%
	<u>100.0%</u>

Annual Wages	41,000
FICA @ 0.0765	3,137
Health	6,442
Life/Disability	560
Pension	4,100
Total	<u>55,239</u>

Tax Portion	50.0%	27,619
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Sewer %	25.0%
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Library %	13.1%
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Sewer Total	<u>13,810</u>
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Library Total	<u>3,618</u>
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MARY KENDAL
Time Estimates

Cash Receipting	75.0%	----->	75.0% Sewer and Taxes	-----> Sewer	75.0%	x	59.2%	=	44.4%
Building Related	25.0%		25.0% Other	Taxes	75.0%	x	40.8%	=	30.6%
Total	<u>100.0%</u>		<u>100.0%</u>						<u><u>75.0%</u></u>

Sewer	33.3%
Taxes	23.0%
Other	18.8%
Building	25.0%
	<u>100.0%</u>

Annual Wages	15,890
FICA @ 0.0765	1,216
	<u>17,106</u>

Sewer %	33.3%
Sewer Total	<u>5,696</u>

	Tax Portion	Other Portion
	23.0%	18.8%
	<u>3,934</u>	<u>3,216</u>
Library %	13.1%	1.9%
	<u>515</u>	<u>61</u>
Library Total		<u>576</u>

JEWELIE B

Time Estimates

Sewer Admin Charge

Accounts Payable	50.0%	13,526	-----> x	24.9% =	3,368
Payroll	15.0%	4,058	-----> x	13.4% =	544
Sewer Billing	10.0%	2,705	----->		2,705
Elections	20.0%	5,410			
Cash Receipts	5.0%	1,353	-----> x	20.6% =	279
Total	100.0%	27,052			6,895

Annual Wages	25,130
FICA @ 0.0765	1,922
	27,052

Library Admin Charge

Accounts Payable	50.0%	13,526	-----> x	9.4% =	1,271
Payroll	15.0%	4,058	-----> x	12.7% =	515
Sewer Billing	10.0%	2,705			
Elections	20.0%	5,410			
Cash Receipts	5.0%	1,353	-----> x	9.0% =	122
Total	100.0%	27,052			1,909

RICK YAEGER

Time Estimates

General	39.90%
Police	14.25%
Fire	14.25%
Bldg	2.85%
WWTP	23.75%
Library	5.00%
	<u>100.00%</u>

Annual Wages	53,248
FICA @ 7.65%	4,073
	<u>57,321</u>

Library Portion	5.0%
Total Library	<u>2,866</u>

NORTHFIELD TOWNSHIP
Library Administrative Charge
Fiscal 2016 and 2017

Deputy Treasurer

- Total Wages & Benefits	57,264		
Property Tax %	55.0%		
Wages Related to Tax	<u>31,495</u>		
Library Portion of Tax	13.1%		
Total Deputy Treasurer	<u>4,134</u>		<u>4,134</u>

Treasury Clerk

- Total Wages	20,911		
Property Tax %	10.2%		
Wages Related to Tax	<u>2,136</u>		
Library Portion of Tax	13.1%		
Wages Related to Lib. Tax	<u>280</u>		<u>280</u>
Other CR %	7.5%		
Wages Related to Other CR	<u>1,568</u>		
Library Portion of Other CR	1.6%		
Wages Related to Lib. Other CR	<u>26</u>		<u>26</u>

Deputy Clerk

<u>Total Wages</u>			
- Payroll	10,376	10.4%	1,077
- Sewer Billing	10,376		0
- Elections	8,647		0
- Cash Receipts	5,188	8.3%	430
Total	<u>34,588</u>		<u>1,507</u>

Controller

- Total Wages	60,219	7.5%	<u>4,516</u>
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Admin. Asst

- Total Wages	8,599	8.0%	<u>684</u>
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Overhead

- Hall & Grounds	34,340	10.0%	0
- PSB Maint & Ops	49,534	2.5%	0
Total			<u>0</u>

Total Library Administrative Fee	<u>11,148</u>
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PAM BOEGLER

Time Estimates

Sewer	25.0%
Taxes - Fiduciary	55.0%
Taxes - Non-Fiduciary	10.0%
Building/Zoning	10.0%
	<u>100.0%</u>

Annual Wages	42,230
FICA @ 0.0765	3,231
Health	7,050
Life/Disability	530
Pension	4,223
Total	<u>57,264</u>

Sewer %	25.0%
Sewer Total	<u>14,316</u>

Tax Portion	55.0%	31,495
Library %		13.1%
Library Total		<u>4,134</u>

Source: Fiscal 2015 Budget

Time Estimates

Source: Fiscal 2015 Budget

CRISTINA WILSON

Time Estimates

Sewer Admin Charge

Payroll	30.0%	10,376	-----> x	12.9% =	1,337
Sewer Billing	30.0%	10,376	----->		10,376
Elections	25.0%	8,647			
Cash Receipts	15.0%	5,188	-----> x	22.1% =	1,148
Total	100.0%	34,588			12,861

Annual Wages	32,130
FICA @ 0.0765	2,458
	34,588

Library Admin Charge

Payroll	30.0%	10,376	-----> x	10.4% =	1,077
Sewer Billing	30.0%	10,376			
Elections	25.0%	8,647			
Cash Receipts	15.0%	5,188	-----> x	8.3% =	430
Total	100.0%	34,588			1,507

Source: Fiscal 2015 Budget

RICK YAEGER**Time Estimates**

General	32.50%	13 Hrs per Mth (13 divided by 40 = 32.5%)
Police	11.25%	4.5 Hrs per Mth (4.5 divided by 40 = 11.25%)
Fire	11.25%	4.5 Hrs per Mth (4.5 divided by 40 = 11.25%)
Bldg	5.00%	2 Hrs per Mth (2 divided by 40 = 5%)
WWTP	32.50%	13 Hrs per Mth (13 divided by 40 = 32.5%)
Library	7.50%	3 Hrs. per Mth (3 divided by 40 = 7.5%)
	<u>100.00%</u>	

Annual Wages	54,850
FICA @ 7.65%	<u>4,196</u>
	<u>59,046</u>

Library Portion	7.5%
Total Library	<u>4,428</u>

Source: Fiscal 2015 Budget

JENNIFER

Time Estimates

Sewer Admin Charge

Accounts Payable	30.0%	8,599	-----> x	23.2%	=	1,995
Administrative	70.0%	20,063			=	0
Total	100.0%	28,662				<u>1,995</u>

Annual Wages	26,625
FICA @ 0.0765	<u>2,037</u>
	<u>28,662</u>

Library Admin Charge

Accounts Payable	30.0%	8,599	-----> x	8.0%	=	684
Administrative	70.0%	20,063			=	0
Total	100.0%	28,662				<u>684</u>

Source: Fiscal 2015 Budget

NORTHFIELD TOWNSHIP
Sewer/Library Administrative Charge
Overhead Charge

	H&G*		
	<u>Expenditures</u>		
Janitorial	6,000	General	60.0%
- FICA	460	Police	10.0%
Supplies	9,000	Fire	10.0%
Snow & Lawn Maint	4,800	WWTP	10.0%
Communication	8,280	Library	10.0%
Utilities	1,500		<u>100.0%</u>
Rental Eq.	4,300		
Total	<u>34,340</u>		
Sewer %	10.0%	Library %	10.0%
Sewer Portion	<u>3,434</u>	Library Portion	<u>3,434</u>
PSB Maint. & Ops	49,534	N/A N/A N/A N/A N/A N/A	
Sewer %	5.0%	Library %	2.5%
Sewer Portion	<u>2,477</u>	Library Portion	<u>1,238</u>
Total Sewer	<u>5,911</u>	Total Library	<u>4,672</u>

* Source = Fiscal 2015 Budget

Fiscal 2015 Budget

PROPERTY TAX REVENUES

	\$	% of TTL
- Gen	407,540	13.2%
- Law	1,380,946	44.6%
- Fire	617,577	19.9%
- PSB	281,178	9.1%
- Lib	409,550	13.1%
Total	3,096,791	100.0%

Fiscal 2015 Budget

EXPENDITURES

	\$	% of TTL
- Gen	1,479,629	28.2%
- Law	1,481,649	28.2%
- Fire	656,643	12.5%
- Lib	418,289	8.0%
- WWTP	1,219,734	23.2%
Total	5,255,944	100.0%

Based on Latest Tax and Sewer Bills on 4/20/15

SEWER AND TAX BILLS

Sewer Bills	2,557/Qtr	10,228	54.6%
Tax Bills	4,251 W/S	8,502	45.4%
Total		18,730	100.0%

Fiscal 15 Budget

PAYROLL

	\$	% of TTL
- Gen	478,253	23.9%
- Law	760,568	38.0%
- Fire	295,310	14.8%
- Lib	207,753	10.4%
- WWTP	259,903	12.9%
Total	2,001,787	100.0%

Fiscal 2015 Budget Reve

CASH RECEIPTS

	\$	% of TTL
- Gen	1,510,969	24.5%
- Law	1,482,146	24.1%
- SNARC	50,000	0.8%
- FNARC	100,000	1.6%
- Fire	657,152	10.7%
- Bldg	52,515	0.9%
- PSB	430,978	6.9%
- WWTP	1,362,073	22.1%
- Lib	510,650	8.3%
Total	6,156,483	100.0%

CASH RECEIPTS Less Prop Taxes

	\$	% of TTL
- Gen	1,103,429	17.9%
- Law	101,200	1.6%
- SNARC	50,000	0.8%
- FNARC	100,000	1.6%
- Fire	39,575	0.6%
- Bldg	52,515	0.9%
- PSB	149,800	2.3%
- WWTP	1,362,073	22.1%
- Lib	101,100	1.6%
Total	3,059,692	49.7%

MEMO

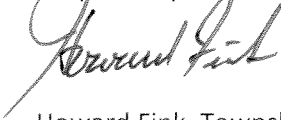
To: Northfield Township Board
From: Howard Fink
Date: 5/22/2015
Re: RFP for Planning Consultants

Dear Township Board,

Attached is a draft RFP for planning consultants. I have attempted to write the RFP without any bias for "planning direction", but rather to explain our community and the issues we are facing. While I am sure not everyone will agree with the language of the RFP, I hope it conveys both "Who is Northfield Township" and what the current issues are that we are facing. If this RFP meets your approval, I will create a very small, summary paragraph to advertise in many different venues, including;

1. Michigan Association of Planning
2. MITN: The states purchasing / bid website
3. Internal list of planning firms in Michigan (we will send it out directly)
4. Planners and Consultants integrated through SEMCOG
5. Cost permitting, any targeted approach through the American Planning Association

Respectfully Submitted,



Howard Fink, Township Manager

Request for Proposals

DUE: JUNE 18, 2015
9 A.M.



Planning Consultant
Northfield Township, Michigan

NORTHFIELD TOWNSHIP
MICHIGAN

Introduction:

Northfield Township Board of Trustees (BOT), in partnership with the Northfield Township Planning Commission, invites planning consultants (both firms and individual consultants) to submit proposals for general planning services. Proposals should demonstrate a clear understanding of the consultant's experience and approach acting as a staff level planner in a small community / township. Please mail 17 hard copies of the proposal to the following address:

Northfield Township
Attention: Howard Fink, Township Manager
8350 Main Street
Whitmore Lake MI 48189

Background:

Northfield Township is a mostly rural / small town community located 10 minutes north of Downtown Ann Arbor, with a population of 8,245. The Township is located in Washtenaw County, and is roughly half-way between Brighton and the City of Ann Arbor. Its land use makeup is mostly residential, with a small downtown business district situated along U.S. 23 and adjacent to Whitmore Lake. The Township also has a small industrial area situated along U.S. 23 and North Territorial. There are a number of existing assets that provide a great deal of potential for Whitmore Lake and Northfield Township to thrive;

- Whitmore Lake, one of the premier lakes in Southeast Michigan, with 750 acres of open water accommodates all sports, including fishing, boating, water skiing, etc.
- Three interchange locations off of U.S. 23 that bisect through Northfield Township
- Beautiful rural landscape
- Small town feel with development potential in all areas of the Township
- An engaged citizenry
- While small, an existing high end Industrial Park and light manufacturing district

Both currently and in years past, the Township residents have fiercely debated the development patterns of the community. That discussion continues, as the Planning Commission is in the midst of updating its Master Plan. The Planning Consultant will be expected to get up to speed quickly on the communities issues and help lead the debate (while not dictating any particular outcome) on the Townships future land use map and planning direction.

Scope of Work:

The Township is requesting RFP's for a planning consultant that will function both as a quasi "staff" level planner and visionary planning consultant on zoning / land use issues. Examples of typical duties include, but are not limited to:

- Planning support and attendance at every planning commission meeting.
- Review site plans and approval processes; provide staff reports, and other “staff” level planning functions.
- Lead the update of the Master Plan Process.
- Provide overall planning services to the Planning Commission, Board of Trustees and other bodies of the Township at their request.
- Provide staff reports and updates to the Board of Trustees and attend meetings when site plans, zoning changes, and ordinance changes are being discussed / debated.
- Attend meetings with businesses and residents for development proposals.
- Respond to any questions by staff, the Planning Commission, and the Board of Trustees on planning or development issues.

Anticipated Timeline / Selection Process

The Township anticipates receiving proposals in three weeks. Township staff and elected officials will chose the preferred proposals for a full and intensive review by both the Planning Commission and Board of Trustees. The Board of Trustees will be the final decision making body in choosing the firm or consultant of choice. While the precise process has not been finalized, firms and consultants should expect interviews with both Planning Commission Members and Board of Trustees.

Final decisions on awarding a contract will not be based solely on price, but the right fit for the Township. Criteria that will be evaluated include, but are not limited to;

- Cost of Consulting Services.
- Past Performance by the firm or individual consultant in similar communities.
- Planning approach; including organization of the firm, and planning vision / ideology – and how that might be applied in Northfield Township.
- Quality and completeness of the proposal
- Qualifications, education and capability of key staff and planning consultant
- Demonstrated experience and creativity in conducting public engagement.
- Demonstrated experience and suggestions on how to handle competing public desires in creating Land Use Visions
- A high level of expertise in the “nuts and bolts” of planning work, both at a staff and visionary level.
- The proven ability to think “outside the box” in both creating a land use vision and identifying strategies to implement that vision in Northfield Township.
- Knowledge and practice of recent planning ideologies / principles, including form based codes, cluster development, smart growth, etc. and the wherewithal to create codes that allow for the implementation of these strategies in today’s market reality and development realities of Northfield Township.

- A visionary leader who will engage, educate, and provide realistic planning strategies to help define the Township's identity / vision.

In recognition of the unique issues that are facing Northfield Township, careful consideration will be given to firms that have expertise in the following areas:

1. Planning in a community that is mix of rural, suburban, and small Town
2. Capitalizing on natural resources, including rural character and beautiful inland lakes, to name a few.
3. Experience dealing with conflict between the desire to preserve natural areas / large lot zoning, and the desire to grow.
4. Revitalization of underdeveloped and disinvested small downtowns.
5. Pressure for new suburban style residential housing development.
6. Multiple School Districts that have varying degrees of desirability, leading to development pressure in some areas and not others.
7. Economic Development Background.

All proposals shall become the property of Northfield Township. The Township reserves the right to reject any or all proposals, advertise for new proposals, or to accept any RFP responses deemed to be in the best interest of the Township.

Submittal Format:

Registration:

All interested consultants are encouraged to send an email to the Township Manager, Howard Fink at finkh@twp.northfield.mi.us to register their intent to respond to this RFP. All firms expressing interest will be added to an email distribution list and will be notified if additional information related to the RFP becomes available.

Question Period:

Any questions regarding the proposal may be submitted by email to the Township Manager, Howard Fink, finkh@twp.northfield.mi.us. Responses will be sent to all registered participants in a timely manner.

Proposals must including the following items:

- Cover Letter
- One to three examples of work and experience in similar communities / planning consulting
- Consultant fees and proposed retainer, if applicable
- Proposed staffing, including resumes for all project staff

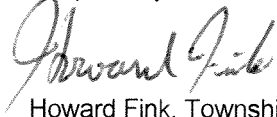
Memo

To: Northfield Township Board
From: Howard Fink
Date: 5/22/2015
Re: Budget

Dear Township Board,

Attached is the budget worksheets for the upcoming fiscal year. Rick has prepared a memo explaining all significant increases and decreases. While cost of living raises are included in the budget, I have not yet completed evaluations on all employees. I may request some additional dollars for salary increases after my evaluations are complete. As we are ~\$30,000 in the black on paper and even greater in reality (there is always additional unspent appropriations at the end of the year), I am comfortable that we remain fiscally sound.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Howard Fink".

Howard Fink, Township Manager

NORTHFIELD TOWNSHIP

8350 Main St.

734-449-2880

To: Board of Directors

Date: May 26, 2015

From: Controller

RE: Fiscal 2015-2016 Budgets

Attached you will find the following budgets:

- General Fund
- Police Fund
- Fire/Medical Rescue Fund
- DDA Fund
- State NARC Fund
- Federal NARC Fund
- Building Department
- Building Authority Debt Fund
- PSB Debt Fund
- Waste Water Treatment Plant (WWTP)
- Seven Mile Sewer Fund
- N.T. Sewer Fund
- Donation Fund

Shown below is a summary of the funds purpose and any significant changes between the Fiscal 2015 – 2016 and 2014-2015 budgets.

GENERAL FUND (#101)

The purpose of the General Fund is to capture revenue dollars from Property Taxes, State Revenue Sharing, Cable Franchise Fees, Administration Fees from Taxes, Planning & Zoning Fees and Other Misc. revenue sources and apply those dollars to the operation of the township offices. Township departments supported by the General Fund are as follows: Township Board, Supervisor, Township Manager, Elections, Clerk, Board of Review, Treasurer, Assessing, Hall & Grounds, Legal & Professional, Planning & Zoning, Streetlights, Road Work, Senior Citizen Center, Capital Outlay and Debt Service.

Overall the General Fund is showing Revenues at \$1,497,019, a decrease of \$13,950 or .9% and Expenditures at \$1,464,794, a decrease of \$140,100 or 8.7% for a net increase to fund balance of \$32,225, an increase of \$126,150 when compared to the amended 2014 - 2015 budget.

REVENUES

Decreases:

- Interest Income is projected to decrease \$1,200 or 80% due to the change in the investment policy. A change to CDARS will improve the amount of interest income received but has not been included in the budget due to not having any specific information related to expected rates.

- The DDA Contribution is projected to decrease \$20,000 or 100% due to the final installment of the pledged \$60,000 for the Non-Motorized Path was made in the 2014-2015 budget.
- Community Center Trips/Programs have now been split between Trips and Programs. A decision was made by Howard and me to split this line item to get a better understanding of the actual activity for trips versus programs.
 - CC Trips is projected to decrease \$20,000 or 80% due to a reduction in the number of trips taken.

Increases:

- Cablevision Franchise Fees are projected to increase \$5,000 or 5.9% which will bring this budget closer to what has been received in recent years.
- State Revenue Sharing is projected to increase \$5,000 or .8% primarily due to better forecasts received from the state of Michigan.
- Current Property Tax collections are projected to increase \$10,000 or 2.5% due to increased tax values of township properties.
- CC Programs are projected to increase \$5,000 or 100% primarily due to being split from the Trips/Programs line item and represents programs that require a fee to participate.

EXPENDITURES

Township Manager:

Decreases:

- Hospitalization is projected to decrease \$13,005 or 89.7% due to the manager opting out of health insurance.
- Contractual Services is projected to decrease \$2,500 or 25% due to less monies needed for website development and codification of ordinances.

Increases:

- Allocate to Departments is projected to increase \$3,903 or 10.5% primarily due a larger amount of the Controller wages getting allocated to Police, Fire, Building Department and WWTP.

Elections:

Decreases:

- Wages are projected to decrease \$3,500 or 53.9% due to less elections expected in 2015-2016.
- Contractual Services is projected to decrease \$7,000 or 100% due to no known elections where testing of equipment would be necessary.
- Printing and Publications is projected to decrease \$1,750 or 87.5% due to fewer elections scheduled where notices need to be sent out to residents.

Increases:

- None

Clerk:

Decreases:

- None

Increases:

- Deputy salaries are projected to increase \$2,230 or 6.9% due to the switch from a PT employee to a FT employee.
- Hospitalization is projected to increase \$1,125 or 100% due to the new Deputy Clerk opting out of health insurance and receiving a pro-rated share of the \$2,000 payout.
- Pension is projected to increase \$3,436 or 100% due to the switch to a FT employee that now received benefits.

Treasurer:

Decreases:

- None

Increases:

- Deputy Treasurer is projected to increase \$1,270 or 3% due to a 3% increase added to the budget.

Assessing:

Decreases:

- Assessor wages are projected to decrease \$3,283 or 100% due to no longer have a FT assessor.
- Social Security is projected to decrease \$3,866 or 56.8% due to the elimination of the Assessors wages.
- Pension is projected to decrease \$2,480 or 39.2% primarily due to the elimination of the Assessors wages offset in part by the addition of a FT Assistant Assessor.

Increases:

- Assistant Assessor Wages are projected to increase \$12,770 or 49.7% due to the switch from a PT employee to a FT employee.
- Hospitalization is projected to increase \$3,985 or 26.8% due to the elimination of the Assessor offset by the Assistant Assessor who has elected to take part in the township medical plan.
- Training and Development is projected to increase \$1,500 or 150% due to additional training projected for the assistant assessor.

Hall & Grounds:

Decreases:

- None

Increases:

- Communication expense is projected to increase \$3,000 or 36.2% primarily due to increases expected in long distance rates.
- Repairs & Maintenance is projected to increase \$2,200 or 12.4% due to the increased cost of BS&A support paid annually for each module and anticipated repairs to the Barker Rd. property.

Legal/Professional:

Decreases:

- None

Increases:

- Audit Fees are projected to increase \$1,800 or 40% due to a reallocation of fees based on changes made to the amount of time spent in each fund.

Contributions:

Decreases:

- Contribution to WWTP is projected to decrease \$15,000 or 100% due to a health insurance contribution from the General Fund that isn't projected to happen again in 2015-2016.
- Contribution to Fire/Medical Rescue is projected to decrease \$5,890 or 19.1% due to a health insurance contribution from the General Fund that isn't projected to happen again in 2015-2016.
- Contribution to Police is projected to decrease \$5,000 or 100% due to a health insurance contribution from the General Fund that isn't projected to happen again in 2015-2016.

Increases:

- None

Roadwork:

Decreases:

- Roadwork projects are projected to decrease \$4,000 or 13.3% due to a reduced cost for Brine Applications.

Increases:

- None

Senior Center:

Decreases:

- Community Center Trips/Programs have now been split between Trips and Programs. A decision was made by Howard and me to split this line item to get a better understanding of the actual activity for trips versus programs.
 - CC Trips is projected to decrease \$18,000 or 80% due to a reduction in the number of trips taken.

Increases:

- CC Programs is projected to increase \$13,500 or 100% primarily due to being split from the Trips/Programs line item and captures the cost of programs where residents pay a fee and where the event is free and the cost is absorbed by the township.

Township Contingency:**Decreases:**

- None

Increases:

- Added \$2,000 to Contingency to cover the Spring Clean-up.

Capital Outlay:**Decreases:**

- Land Acquisition is projected to decrease \$94,600 or 95.5% due to not having another property to purchase in 2015-2016.

Increases:

- None

POLICE FUND (#207)

The police fund is a dedicated millage fund that is used to provide police protection throughout the township.

Overall the Police Fund is showing Revenues at \$1,508,285, an increase of \$16,139 or 1.1% and Expenditures at \$1,508,272, an increase of \$21,623 or 1.5% for a net increase to fund balance of \$13, a decrease of \$5,484 when compared to the amended 2014 - 2015 budget.

REVENUES:**Decreases:**

- Contribution Other Funds is projected to decrease \$6,000 or 14.6% due to a Health Insurance contribution from the General Fund that is not projected to happen in 2015-2016.

Increases:

- Current Property Tax is projected to increase \$23,739 or 1.7% due to an increase in the 2015 tax values of township properties.

EXPENDITURES**Personnel:****Decreases:**

- None

Increases:

- Salaries – Command is projected to increase \$4,794 or 2.5% due to a wage increase built into the budget.
- Salaries – Officers is projected to increase \$17,459 or 4.6% due to a wage increase built into the budget along with one officer moving up through the step program.

- Janitorial Salaries are projected to increase \$3,320 or 66.4% due to the change from 1 time per week to 2 times per week.
- Pension is projected to increase \$2,335 or 3.8% due to the wage increases mentioned above.
- Workers Comp Insurance is projected to increase \$5,880 or 58.1% due to higher rates related to increased claims.

Transportation:

Decreases:

- Fuel & Mileage is projected to decrease \$4,000 or 16% due to the decreased cost of fuel.

Increases:

- None

FIRE FUND (#216)

The fire fund is a dedicated millage fund that is used to provide fire and medical rescue protection throughout the township.

Overall the Fire Fund is showing Revenues at \$673,873, an increase of \$10,831 or 1.6% and Expenditures at \$673,865, an increase of \$11,332 or 1.7% for a net increase to fund balance of \$8, a decrease of \$501 when compared to the amended 2014 - 2015 budget.

REVENUES:

Decreases:

- Contribution Other Funds is projected to decrease \$5,890 or 100% due to a Health Insurance contribution from the General Fund that is not is not projected to happen in 2015-2016.

Increases:

- Current Property Tax is projected to increase \$16,896 or 2.7% due to an increase in the 2015 tax values of township properties.

EXPENDITURES

Personnel:

Decreases:

- None

Increases:

- Salaries for the Duty Program are projected to increase \$5,000 or 3.9% due to wage increases built into the budget based on expected contract changes.
- Salaries – Part Time (Paid-on-Call Firefighters) is projected to increase \$2,000 or 3.8% due to wage increase built into the budget based on expected contract changes.

Operating Costs:

Decreases:

- None

Increases:

- Computer is projected to increase \$3,000 or 100% due to a new computer lease recently signed by the PSB Director.

DDA FUND (#248)

The DDA Fund captures Tax dollars from the General, Fire, Police and Library Funds along with capturing tax dollars from Washtenaw County and Washtenaw Community College. These funds are used to make improvements throughout the township. Due to decreased property values that have fallen below the base established when the DDA was started, they are not projected to collect any tax dollars this coming fiscal year.

- Due to the lack of revenue dollars the plan for 2015-2016 is very limited. They plan on spending \$3,000 for flowers on Mainstreet and \$1,200 for Grounds Maintenance They will be dipping into fund balance to the tune of \$4,200.

STATE NARC FUND (#265)

The State NARC Fund is a fund used to collect drug forfeiture monies from the state level. These funds can be used to supplement some items within the Police Fund.

Very little activity is projected for the coming year. The only significant items for the 2015-2016 budget is a projected \$15,000 decrease in Forfeitures due to less activity expected this coming fiscal year and a \$5,000 decrease in Forfeiture Sharing due to the projected decrease in forfeitures. They also set aside funds to purchase Supplies (\$4,000), Bank Fees (\$2,000) and to cover the Computer Lease (\$8,000) for the department. The Supply and Computer Lease were moved to this fund to help use forfeited funds and provide a little relief to the main police fund.

FEDERAL NARC FUND (#266)

The Federal NARC Fund is a fund used to collect drug forfeiture monies from the federal level. These funds can be used to supplement some items within the Police Fund but needs to be used within three years of receipt.

REVENUES:

Decreases:

- None

Increases:

- None

EXPENDITURES

Operating Costs:

Decreases:

- None

Increases:

- Supplies are projected to increase \$2,000 or 20%. This is supplementing supplies in the Police budget as these funds can be used to purchase certain supplies related to running the department.

Capital Outlay:

Decreases:

- Vehicles is projected to decrease \$15,000 or 20% due to only purchasing 2 vehicles this year compared to 3 last year.

Increases:

- Equipment is projected to increase \$10,000 or 6.3% due to the purchase of various types of equipment including the outfitting of the new vehicles.

BUILDING DEPARTMENT FUND (#287)

The building department is a self-sustaining fund that receives revenue dollars in the form of fees charged for various permits required to perform any building related activities within the township. Money is expended to cover inspections of permitted work and some minor operating expenses.

Overall the Building Department Fund is showing Revenues at \$58,740, an increase of \$6,225 or 11.9% and Expenditures at \$57,194, an increase of \$4,962 or 9.5% for a net increase to fund balance of \$1,546, an increase of \$1,263 when compared to the amended 2014 - 2015 budget.

REVENUES:

Decreases:

- None

Increases:

- Trade Permit Fees are projected to increase \$5,050 or 25.3% due to an expected increase in building activity.

EXPENDITURES

Government Shared Services:

Decreases:

- None

Increases:

- Inspector Expenses are projected to increase \$10,000 or 66.7% primarily due to not budgeting enough in 2014-2015 to cover inspection services provided by Pittsfield Twp.

Operating Costs:

Decreases:

- Inspector Expenses for Electrical and Plumbing are expected to decrease \$5,000 or 40% due to the lack of building activity.

Increases:

- None

BUILDING AUTHORITY DEBT FUND (#369)

The sole purpose of the Building Authority Debt Fund is to capture the \$2.93 million principal and interest bond payments. The revenue side of this fund comes from the General, Fire and Police funds who split the bond payments equally or 1/3 each.

REVENUES:

Decreases:

- None

Increases:

- Funds Transfer for \$2.93 million bond payment is projected to increase \$7,800 due to more principal and less interest scheduled to be paid during 2015-2016.

EXPENDITURES

Personnel:

Decreases:

- None

Increases:

- The overall principal payment is projected to increase \$12,662 or 6.1% and interest payments are projected to decrease \$4,862 or 10% which is based on the payment schedule from PNC.

PSB DEBT FUND (#370)

The purpose of this fund is twofold: 1) To capture the \$2.415 million principal and interest bond payment, which is covered by its own township millage and 2) To capture expenditures related to the PSB building. Total costs over and above the principal and interest payments are again split equally between General, Fire and Police.

REVENUES:

Decreases:

- Current Property Taxes decreased \$5,523 or 2% primarily due to the re-financing of the \$3.8 Million bond. The re-financing effort saved the township interest expense, thus reducing the Millage rate needed to be levied to collect enough to make payment.
- Contribution Other Funds is projected to decrease \$2,875 or 1.9% due to less expense needed to operate the PSB building.

Increases:

- None

EXPENDITURES

Operating Costs:

Decreases:

- Utilities are projected to decrease \$5,000 or 5.9% primarily due to the switch to LED lighting.
- Repairs and Maintenance is projected to decrease \$41,050 or 57.8% due to the cost associated with the conversion to LED lighting that will not be needed again in 2015-2016.

Increases:

- None

Debt Service:

Decreases:

- Interest on the \$2.415 million bond is projected to decrease \$5,523 based on the payment schedule from PNC.

Increases:

- None

WASTE WATER TREATMENT PLANT (WWTP)(#571)

The purpose of this fund and the smaller SAD district funds is to account for all daily activities related to our sewer systems throughout the township. It captures Usage Fees charged to residents, which is the bulk of their revenues (99%+) and various expenditures including labor and related benefits, legal and professional fees, operational expenses including repairs, bond interest payments and capital purchases.

Overall the WWTP Fund is showing Revenues at \$1,457,564, an increase of \$80,491 or 5.9% and Expenditures at \$1,408,421, an increase of \$173,687 or 14.1% for a net increase to fund balance of \$49,143, a decrease of \$93,196 when compared to the amended 2014 - 2015 budget.

REVENUES:

Decreases:

- Contribution Other Funds is projected to decrease \$15,000 or 100% due to a Health Insurance contribution from the General Fund that is not projected to happen in 2015-2016.

Increases:

- Usage Fees are projected to increase \$93,500 or 6.9% primarily due to additional billings on current customers not charged properly in the past.

EXPENDITURES

Personnel:

Decreases:

- None

Increases:

- Salaries for all other employees are projected to increase \$10,818 or 5.9% due to various wage increases built into the budget.
- Salaries – Overtime is projected to increase \$8,000 or 80% due to more time needed to maintain the system.

Legal and Professional:

Decreases:

- None

Increases:

- Controller is projected to increase \$5,866 or 42.8% due to a re-allocation of wages based on hours spent working on that fund.
- Engineer cost is projected to increase \$10,000 or 33.3% to be used for Asset Management Planning.

Operating Costs:

Decreases:

- None

Increases:

- Operating Supplies is projected to increase \$5,000 or 10% due to additional supplies needed to support the operation.
- Utilities are projected to increase \$15,000 or 15% primarily to bring the budget up closer to actual costs.
- Repairs and Maintenance is projected to increase \$5,600 or 5.4% due to higher anticipated repairs in the coming year.
- Depreciation expense is projected to increase \$15,749 or 6.4% primarily due to additional depreciation on the Tertiary Filter Rebuild and GIS Software for Asset Management being purchased during the year.

O&M – Bond & Interest:

Decreases:

- Interest expense on the 1992 bond (61%) is projected to decrease \$13,871 or 35.9% and is directly related to less principal to calculate interest on.

Increases:

- None

Capital Outlay:

Decreases:

- None

Increases:

- Equipment is projected to increase \$105,000 or 190.9% due to a Tertiary Filter Rebuild scheduled for this year.
- Computer expense is projected to increase \$3,000 or 17.6% for GIS software needed for Asset Management.

DISTRICT #5 SEVEN MILE SEWER FUND (#815)

This is an active 20-year Special Assessment District (SAD) for the Seven Mile Sewer Project completed back in 2003-2004. The primary purpose of this fund is to collect SAD Interest charged to residents, record the bond interest payment and depreciation on related equipment.

REVENUES:

Decreases:

- SAD Interest Income is down \$1,135 due to lower principal amounts still owed by residents.

Increases:

- None

EXPENDITURES

Decreases:

- None

Increases:

- None

NORTH TERRITORIAL SEWER DISTRICT FUND (#890)

This is an active 20-year Special Assessment District (SAD) for the North Territorial Sewer Project completed back in 1998-1999. The primary purpose of this fund is to collect SAD Interest charged to residents, record the bond interest payment and depreciation on related equipment.

REVENUES:

Decreases:

- SAD Interest Income is down \$10,208 or 20.8% due to lower principal amounts still owed by residents.

Increases:

- None

EXPENDITURES

Debt Service:

Decreases:

- Interest expense on the 1992 bond (39%) is projected to decrease \$8,870 or 35.9% and is directly related to less principal to calculate interest on.

Increases:

- None

This completes the budget presentation for the May 26, 2015 board meeting.

Thank You,

Rick Yaeger
Controller
Northfield Township

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 101: GENERAL FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
101-000-426	PRIOR YEAR TAX INTEREST	6,996	344	0	0	0	0	0.00%
101-000-452	PEDDLER'S LICENSES	0	85	0	230	0	0	0.00%
101-000-453	CABLEVISION FRANCHISE FEES (Based on Current Agreement)	88,812	92,535	85,000	72,570	90,000	5,000	5.88%
101-000-455	FIBER FOOTAGE FEES (Based on Current Agreement)	9,339	8,586	9,250	0	9,000	(250)	-2.70%
101-000-574	STATE SHARED REVENUE (Based on Latest Info From State which shows \$660,000)	604,327	618,499	650,000	441,708	655,000	5,000	0.77%
101-000-590	GRANT INCOME (Phase 3 of Pathway)	68,591	232,326	250,000	0	250,000	0	0.00%
101-000-615	INSURANCE PROCEEDS	0	0	0	456	0	0	0.00%
101-000-626	COPY & FOIA INCOME	284	269	250	92	250	0	0.00%
101-000-665	INTEREST INCOME	10,296	1,919	1,500	197	300	(1,200)	-80.00%
101-000-667	RENTAL INCOME	3,600	0	0	0	0	0	0.00%
101-000-671	REIMBURSEMENT/OTHER INCOME (5 Events @ \$100 Ea. + Farm Lease @ \$150)	13,561	1,019	650	1,192	650	0	0.00%
101-000-675	CONTRIBUTION-PRIVATE SOURCES	2,000	9	0	0	0	0	0.00%
101-000-688	RENTAL INCOME - BARKER RD (\$980 x 12)	9,966	9,960	11,760	9,500	11,760	0	0.00%
101-000-690	UNREALIZED GAIN/LOSS	(24,995)	(38,174)	0	49	0	0	0.00%
Totals for Dept 000		792,777	927,377	1,008,410	525,994	1,016,960	8,550	0.85%
Dept 191: ELECTIONS								
101-191-671	REIMBURSEMENT/OTHER INCOME	0	2,312	0	0		0	0.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 101: GENERAL FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
Totals for Dept 191-ELECTIONS		0	2,312	0	0	0	0	0.00%
Dept 253: TREASURER								
101-253-402	CURRENT PROPERTY TAX	246,783	252,329	256,700	236,695	263,700	7,000	2.73%
	(Based on 2015 Millage Rates and Tax Value of Properties)							
101-253-404	MOBILE HOME LICENSE FEES	2,457	3,139	2,850	2,174	2,850	0	0.00%
	(Monthly Tax on the Total Number of Mobile Homes (475x\$.50 per Mth) Currently Being Used)							
101-253-445	PENALTY & INTEREST ON TAXES	9,582	151	500	2,699	500	0	0.00%
	(For Late Payments of Property Taxes)							
101-253-627	SUMMER TAX PREPARATION	13,465	13,480	13,490	13,488	13,490	0	0.00%
	(Additional Fee Collected from Schools)							
101-253-680	TAX ADMINISTRATION FEES	132,105	133,477	134,000	126,426	137,000	3,000	2.24%
	(1% Fee Added to Tax Bills)							
Totals for Dept 253-TREASURER		404,392	402,576	407,540	381,482	417,540	10,000	2.45%
Dept 336: CONTRIBUTIONS								
101-336-624	DDA	0	22,790	20,000	20,000	0	(20,000)	-100.00%
	(Contribution to Phase 3 of the Non-Motorized Path)							
101-336-625	SEWER ADMINISTRATION	39,000	39,000	43,969	43,969	46,469	2,500	5.69%
	(Admin Fee from Sewer - \$37,500 and Library - \$8,969)							
Totals for Dept 336-CONTRIBUTIONS		39,000	61,790	63,969	63,969	46,469	(17,500)	-27.36%
Dept 412: PLANNING/ZONING DEPT								
101-412-477	ZONING COMPLIANCE PERMITS	5,000	10,400	3,000	3,900	3,000	0	0.00%
101-412-607	ZONING ADMINISTRATIVE FEES	900	500	0	0	0	0	0.00%
101-412-608	VARIANCES/APPEALS	2,350	2,118	2,000	1,420	2,000	0	0.00%
101-412-610	SITE PLAN REVIEW	6,010	0	0	0	0	0	0.00%
		2						

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 101: GENERAL FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT PCT
101-412-629	ZONING COPIES	65	15	50	0	50	0 0.00%
101-412-637	SPLIT APPLICATIONS	650	2,100	500	850	500	0 0.00%
Totals for Dept 412-PLANNING/ZONING DEPT		14,975	15,133	5,550	6,170	5,550	0 0.00%
Dept 666: COMMUNITY CENTER							
101-666-590	GRANT INCOME	0	2,550	0	0	0	0 -100.00%
101-666-643	CC TRIPS	35,655	15,441	25,000	10,397	5,000	(20,000) -80.00%
101-666-644	CC PROGRAMS	0	0	0	0	5,000	5,000 100.00%
101-666-649	CC MEMBERSHIP	3,274	1,363	0	0	0	0 0.00%
101-666-676	CONTRIBUTIONS - CC	871	580	500	987	500	0 0.00%
Totals for Dept 666-COMMUNITY CENTER		39,800	19,934	25,500	11,384	10,500	(15,000) -58.82%
TOTAL ESTIMATED REVENUES							
		1,290,944	1,429,122	1,510,969	988,999	1,497,019	(13,950) -0.92%
APPROPRIATIONS							
Dept 101: TOWNSHIP BOARD							
101-101-701	SALARIES	9,458	8,958	10,000	8,016	10,000	0 0.00%
	(\$2,500 x 4)						
101-101-715	SOCIAL SECURITY	724	685	765	613	765	0 0.00%
	(\$10,000 x 7.65%)						
101-101-717	LIFE/DISB. INSURANCE	86	0	0	0	0	0 0.00%
101-101-718	PENSION	113	0	0	0	0	0 0.00%
		3					

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 101: GENERAL FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
101-101-807	MEMBERSHIP DUES	9,961	8,231	10,500	9,352	10,500	0	0.00%
	(\$5,500 MTA, \$225 Bri C of C, \$1,475 SEMCOG, \$1,100 WATS, \$1,100 Huron River Watershed, \$175 Mich Mun League, \$925 Other)							
101-101-900	PRINTING & PUBLICATIONS	5,244	7,347	6,500	5,728	7,000	500	7.69%
	(Publishing of Minutes from Twp Board Mtgs and Ads for Employment - \$4,500, Newsletter - \$2,500)							
101-101-956	MISCELLANEOUS	2,864	0	0	0	0	0	0.00%
101-101-957	TRAINING & DEVELOPMENT	0	238	2,000	410	1,000	(1,000)	0.00%
Totals for Dept 101-TOWNSHIP BOARD		28,450	25,459	29,765	24,119	29,265	(500)	-1.68%
Dept 171: SUPERVISOR								
101-171-701	SALARIES	25,105	12,500	12,500	11,058	12,500	0	0.00%
101-171-715	SOCIAL SECURITY	1,221	50	957	(619)	957	0	0.00%
	(\$12,500 x 7.65%)							
101-171-716	HOSPITALIZATION	2,131	0	0	0	0	0	0.00%
101-171-717	LIFE/DISB. INSURANCE	264	0	0	0	0	0	0.00%
101-171-718	PENSION	1,789	0	0	0	0	0	0.00%
101-171-807	MEMBERSHIP DUES	0	0	120	0	120	0	0.00%
101-171-860	FUEL & MILEAGE	0	0	200	0	200	0	0.00%
	(Misc. Conferences)							
101-171-956	MISCELLANEOUS	0	0	100	0	100	0	0.00%
101-171-957	TRAINING & DEVELOPMENT	0	0	1,000	286	1,000	0	0.00%
Totals for Dept 171-SUPERVISOR		30,510	12,550	14,877	10,725	14,877	0	0.00%

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GL NUMBER	DESCRIPTION	2012-13	2013-14	2014-15	2014-15	2015-16	INC/(DEC) FROM 2014-15 AMENDED AMT PCT
		ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 05/20/15	REQUESTED BUDGET	
101-172-701	SALARIES (Includes a 3.9% Increase)	8,292	77,063	77,000	68,115	77,000	0 0.00%
101-172-704	TOWNSHIP MANAGER ASSISTANT (\$17/Hr x 32 Hrs/Wk x 52 Wks)(Includes a \$1.00/Hr Increase)	0	11,228	26,625	22,398	28,288	1,663 6.25%
101-172-715	SOCIAL SECURITY (\$161,228 x 7.65%)	4,386	10,825	12,125	10,551	12,335	210 1.73%
101-172-716	HOSPITALIZATION (Chose Buyout = \$1,500)	2,238	13,082	14,505	6,534	1,500	(13,005) -89.66%
101-172-717	LIFE/DISB. INSURANCE ((\$81.29 x 5%) x 12)	0	1,022	975	894	1,020	45 4.62%
101-172-718	PENSION (Base Wage x 10%)	829	7,700	7,700	6,811	7,700	0 0.00%
101-172-722	CONTROLLER (20 Hrs/Wk x \$53.79/Hr x 52 Wks)(Includes a 2% Increase)	52,000	53,213	54,850	47,411	55,940	1,090 1.99%
101-172-818	CONTRACTUAL SERVICES (Website Development - \$1,500; Codification of Ordinance's - \$5,500, Other - \$500)	0	9,958	10,000	5,859	7,500	(2,500) -25.00%
101-172-850	COMMUNICATION (Telephone @ \$83/Mth)	0	848	1,000	455	1,000	0 0.00%
101-172-860	FUEL & MILEAGE	0	276	1,000	0	500	(500) -50.00%
101-172-927	ALLOCATE TO DEPARTMENTS (Controller Allocation to Police, Fire, Bldg Dept and WWTP - \$36,361)(Twp. Mgr. Allocation to Bldg Dept. - \$4,656)	(30,160)	(30,863)	(37,114)	(30,393)	(41,017)	(3,903) 10.52%
101-172-957	TRAINING & DEVELOPMENT	0	851	2,000	745	1,000	(1,000) 0.00%
Totals for Dept 172-TOWNSHIP MANAGER		37,585	155,203	170,666	139,380	152,766	(17,900) -10.49%
Dept 191: ELECTIONS							
101-191-704	ELECTION WAGES	6,326	1,400	6,500	9,267	3,000	(3,500) -53.85%
101-191-727	SUPPLIES	2,634	1,442	2,650	4,017	1,500	(1,150) -43.40%
101-191-818	CONTRACTUAL SERVICES	0	0	7,000	1,760	0	(7,000) 100.00%

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GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
101-191-851	POSTAGE	1,000	200	1,000	0	200	(800)	-80.00%
101-191-900	PRINTING & PUBLICATIONS	1,924	234	2,000	2,472	250	(1,750)	-87.50%
Totals for Dept 191-ELECTIONS		11,884	3,276	19,150	17,516	4,950	(14,200)	-74.15%
Dept 215: CLERK								
101-215-701	SALARIES	31,911	16,485	12,500	10,096	12,500	0	0.00%
101-215-703	DEPUTY SALARIES (12 Wks @ 40 Hrs x \$15.75/Hr + 40 Wks @ 40 Hrs x \$16.75/Hr)	17,577	28,518	32,130	33,690	34,360	2,230	6.94%
101-215-715	SOCIAL SECURITY (\$46,860 x 7.65%)	3,786	3,443	3,415	3,350	3,585	170	4.98%
101-215-716	HOSPITALIZATION (Chose Buyout - 9 Mths x \$125)	0	0	0	0	1,125	1,125	0.00%
101-215-717	LIFE/DISB. INSURANCE	261	0	0	0	500	500	0.00%
101-215-718	PENSION (Base Wage x 10%)	1,764	0	0	0	3,436	3,436	0.00%
101-215-722	CONTROLLER	0	0	0	0	0	0	0.00%
101-215-723	RECORD SEC (Recording Sec - \$195/Mtg x 24 Mtgs plus \$125/Mtg over 3 Hrs x 8; Video Operator - \$85/Mtg x 24 Mtgs)	4,895	4,768	7,720	4,903	7,720	0	0.00%
101-215-807	MEMBERSHIP DUES	180	0	100	0	100	0	0.00%
101-215-860	FUEL & MILEAGE (Budgeted \$150)	0	102	200	61	150	(50)	0.00%
101-215-922	LATE FEES AND PENALTIES	302	361	0	(26)	0	0	0.00%
101-215-957	TRAINING & DEVELOPMENT	0	288	1,000	0	1,000	0	0.00%
Totals for Dept 215-CLERK		60,676	53,965	57,065	52,074	64,476	7,411	12.99%

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GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
Dept 247: BOARD OF REVIEW								
101-247-706	BOARD OF REVIEW FEE	1,458	1,356	2,000	1,389	2,000	0	0.00%
101-247-715	SOCIAL SECURITY (\$2,000 x 7.65%)	112	104	153	106	153	0	0.00%
101-247-723	RECORDING SEC	0	0	0	1,050	1,200	1,200	100.00%
101-247-900	PRINTING & PUBLICATIONS	0	506	800	682	800	0	0.00%
101-247-959	TRIBUNALS AND DRAINS	9,129	1,966	20,000	8,490	20,000	0	0.00%
Totals for Dept 247-BOARD OF REVIEW		10,699	3,932	22,953	11,717	24,153	1,200	5.23%
Dept 253: TREASURER								
101-253-701	SALARIES	23,865	12,500	12,500	11,057	12,500	0	0.00%
101-253-703	DEPUTY SALARIES (Includes a 3% Increase)	39,449	45,293	42,230	37,898	43,500	1,270	3.01%
101-253-704	FRONT DESK CLERICAL	15,331	19,255	19,425	19,329	19,365	(60)	-0.31%
101-253-715	(44 Wks @ 24 Hrs x \$14.94/Hr + 8 Wks @ 30 Hrs x \$14.94/Hr)(Includes a 3% Increase) SOCIAL SECURITY	6,016	5,894	5,675	5,224	5,765	90	1.59%
101-253-716	(\$75,365 x 7.65%) HOSPITALIZATION	5,806	5,784	7,050	10,090	7,305	255	3.62%
101-253-717	(Based on Single Silver) LIFE/DISB. INSURANCE	311	541	530	422	485	(45)	-8.49%
101-253-718	(\$38.40 x 5% x 12)(Deputy Only) PENSION	5,445	4,087	4,223	3,726	4,350	127	3.01%
101-253-803	(10% of Base Salary - Deputy Only) LEGAL	6,000	6,000	6,000	5,000	6,000	0	0.00%
101-253-804	(\$500/Mth) TAX STATEMENT PREPARATION	1,380	1,248	2,000	1,441	1,650	(350)	-17.50%
101-253-807	(Tax Bill Printing) MEMBERSHIP DUES	100	100	130	100	130	0	0.00%
(MMTA Dues for Treasurer & Deputy @ \$65 Ea.)								
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GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
101-253-851	POSTAGE (Tax Bill Mailing)	2,475	3,243	3,400	3,573	3,000	(400)	-11.76%
101-253-860	FUEL & MILEAGE	0	127	200	207	200	0	0.00%
101-253-927	ALLOCATE TO DEPARTMENTS (Deputy Treasurer Allocation to Zoning and Bldg Dept & Deputy Asst. Allocation to Planning and Bldg. Dept.)	(12,708)	(14,794)	(19,544)	(18,037)	(20,488)	(944)	4.83%
101-253-956	MISCELLANEOUS (Bank Service Charges)	858	377	500	3,078	1,000	500	100.00%
101-253-957	TRAINING & DEVELOPMENT	0	0	2,000	0	1,000	(1,000)	0.00%
Totals for Dept 253-TREASURER		94,328	89,655	86,319	83,108	85,762	(557)	-0.65%
Dept 257: ASSESSING								
101-257-709	ASST ASSESSOR (40 Hrs/Wk x \$18.50/Hr x 52 Wks)	3,904	4,564	25,710	18,778	38,480	12,770	49.67%
101-257-713	ASSESSOR (Includes a 3% Increase)	60,000	62,884	3,283	5,598	0	(3,283)	-100.00%
101-257-715	SOCIAL SECURITY (\$38,480 x 7.65%)	5,003	5,160	6,810	1,865	2,944	(3,866)	-56.77%
101-257-716	HOSPITALIZATION (Based on Family Silver)	1,500	7,913	14,875	2,853	18,860	3,985	26.79%
101-257-717	LIFE/DISB. INSURANCE (\$67.19 x 12)	887	905	810	0	700	(110)	-13.58%
101-257-718	PENSION (10% of Base Salary)	6,000	6,138	6,328	236	3,848	(2,480)	-39.19%
101-257-720	BANKED PTO	231	(1,655)	0	(3,235)	0	0	0.00%
101-257-727	SUPPLIES	75	1,003	1,000	1,144	1,500	500	50.00%
101-257-807	MEMBERSHIP DUES (\$125 MAA Annual Dues, \$25 WAA Annual Dues, \$175 Assessment Admin. Certification, \$125 Misc)	390	290	450	0	500	50	11.11%
101-257-818	CONTRACTUAL SERVICES (\$60,000 Outsource Assessing Manager; \$600 Apex Software Renewal)	0	235	60,000	55,015	60,600	600	1.00%
101-257-851	POSTAGE	2,099	1,513	2,500	1,888	2,500	0	0.00%

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GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	FROM PCT
101-257-860	(Mailing of Assessing Notices) FUEL & MILEAGE	338	818	1,000	0	1,000	0	0.00%
101-257-900	(Reimbursement of Mileage from Home Inspections)(Budgeted \$2,000) PRINTING & PUBLISHING	0	0	0	0	1,000	1,000	#DIV/0!
101-257-957	(Printing of Assessment and PP Notices) TRAINING & DEVELOPMENT	0	510	1,000	1,050	2,500	1,500	0.00%
Totals for Dept 257-ASSESSING		80,427	90,278	123,766	85,192	134,432	10,666	8.62%
Dept 265: HALL AND GROUNDS								
101-265-710	JANITORIAL SALARIES (\$42/Hr x 2.75 Hrs/Wk x 52 Wks)(Includes a 5% Increase)	5,080	5,280	6,000	4,760	6,000	0	0.00%
101-265-715	SOCIAL SECURITY (\$6,000 x 7.65%)	389	404	460	419	460	0	0.00%
101-265-716	HOSPITALIZATION	0	197	0	(146)	0	0	0.00%
101-265-721	UNEMPLOYMENT BENEFITS	0	56	0	0	0	0	0.00%
101-265-727	SUPPLIES	7,716	11,468	9,000	8,928	10,000	1,000	11.11%
101-265-731	WORKERS COMP INSURANCE	1,721	961	1,155	1,896	2,050	895	77.49%
101-265-816	GROUNDS/CLEANG/JANITORL SERVIC (Center Island Flower Beds - \$1,050; Lawn Maintenance - \$1,600; Snow Removal & Salting - \$2,350)	4,985	4,574	4,800	4,845	5,000	200	4.17%
101-265-821	PSB MAINT & OPS ALLOCATION (\$146,925 x 33.33%)	42,945	52,442	49,934	35,700	48,975	(959)	-1.92%
101-265-850	COMMUNICATION (Phone Service - \$245/Mth; Long Distance - \$600/Mth; Livestreaming @ \$45/Mth, PEG Station @ \$50/Mth)	5,214	10,285	8,280	6,065	11,280	3,000	36.23%
101-265-851	POSTAGE (Sewer Bill Mailings - \$4,500; Newsletter Mailing - \$850; Extra Misc - \$150)	4,397	4,708	5,500	4,035	5,500	0	0.00%
101-265-860	FUEL & MILEAGE	1,922	0	0	0	0	0	0.00%
101-265-910	INSURANCE & BONDS	29,996	26,016	30,700	0	30,700	0	0.00%

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		ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 05/20/15	REQUESTED BUDGET	
101-265-920	UTILITIES (Siren Electric @ \$50/Qtr)	3,549	432	1,500	177	200	(1,300) -86.67%
101-265-930	REPAIRS & MAINTENANCE (\$10,935 BS&A Stwr, Anti-virus @ \$100/Mth, \$2,490 On-Site Flex Contract for IT, \$1,000 Postage Mach Maint., \$1,000 Siren & Extinguisher Maint, \$1,175 Misc)	29,455	15,640	17,800	19,714	20,000	2,200 12.36%
101-265-938	CHARGEBACKS - PRIOR TAX YEARS	57	23,891	2,000	3,645	2,500	500 25.00%
101-265-940	RENTAL EQUIPMENT (\$2,800 Copier Lease, \$65 P.O. Box Rental, \$168 Water Cooler, \$1,000 Postage Meter Rental, \$267 Misc)	3,910	3,534	4,300	3,214	4,300	0 0.00%
101-265-956	MISCELLANEOUS	0	186	250	264	300	50 20.00%
101-265-957	TRAINING & DEVELOPMENT	3,481	0	0	0	0	0 0.00%
Totals for Dept 265-HALL AND GROUNDS		144,817	160,074	141,679	93,516	147,265	5,586 3.94%
Dept 270: LEGAL/PROFESSIONAL							
101-270-800	OTHER PROFESSIONAL FEES	8,188	500	500	925	500	0 0.00%
101-270-802	AUDIT FEES (Per Signed Agreement)	4,500	4,500	4,500	4,500	6,300	1,800 40.00%
101-270-803	LEGAL (\$66,000 P. Burns Retainer + \$30,000 Other)	104,996	91,442	96,000	71,346	96,000	0 0.00%
101-270-806	ENGINEER (\$500 Annual Stormwater Permit, \$4,500 Misc Stormwater Work, \$5,000 Misc Engineering)	3,159	3,466	10,000	4,224	10,000	0 0.00%
101-270-927	ALLOCATE TO DEPARTMENTS	(45,600)	(45,600)	(45,600)	(38,000)	(45,600)	0 0.00%
Totals for Dept 270-LEGAL/PROFESSIONAL		75,243	54,308	65,400	42,995	67,200	1,800 2.75%
Dept 294: UNALLOCATED							
101-294-955	DDA	0	0	0	0	0	0 0.00%
Totals for Dept 294-UNALLOCATED		0	0	0	0	0	0 0.00%

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Dept 336: CONTRIBUTIONS							
101-336-933	CONTRIBUTION - INDEPENDENCE DAY CELEBF	2,350	2,000	2,500	2,500	2,500	0 0.00%
101-336-963	CONTRIBUTION - WWTP	0	0	15,000	0	0	(15,000) -100.00%
101-336-964	CONTRIBUTION-FIRE & MED RES	29,310	32,866	30,890	0	25,000	(5,890) -19.07%
101-336-965	CONTR-HUMAN SVC CONTRACT	3,600	0	0	0	0	0 0.00%
101-336-967	CONTRIBUTION - LAW ENFORCEMENT	0	0	5,000	0	0	(5,000) -100.00%
Totals for Dept 336-CONTRIBUTIONS		35,260	34,866	53,390	2,500	27,500	(25,890) -48.49%
Dept 412: PLANNING/ZONING DEPT							
101-412-707	ZBA SALARIES	2,000	1,300	3,000	2,600	3,000	0 0.00%
101-412-715	SOCIAL SECURITY	711	949	1,071	979	1,071	0 0.00%
101-412-723	RECORD SEC	4,240	5,108	6,720	4,427	6,720	0 0.00%
101-412-726	(Recording Sec - \$195/Mtg x 24 Mtgs; Video Operator - \$85/Mtg x 24 Mtgs) PLANN COMM	7,300	11,100	11,000	10,200	11,000	0 0.00%
101-412-727	SUPPLIES	0	76	200	79	200	0 0.00%
101-412-800	OTHER PROFESSIONAL FEES	0	4,720	5,000	4,098	6,000	1,000 20.00%
101-412-801	PLANNER FEES	32,774	34,101	30,000	22,327	30,750	750 2.50%
101-412-803	(Includes a 2.5% Increase in Rates to Carlisle/Wortman) LEGAL	1,655	0	5,000	0	5,000	0 0.00%
101-412-809	CODE ENFORCEMENT	8,492	10,068	15,000	12,933	17,000	2,000 13.33%
(Kurt - \$6,600; C.E. Officer \$25/Hr x 8 Hrs/Wk=\$10,400)		11					

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101-412-851	POSTAGE	0	0	500	14	500	0	0.00%
101-412-860	FUEL & MILEAGE (Code Enforcement Mileage @ \$100/Mth)	0	96	1,800	407	1,200	(600)	0.00%
101-412-900	PRINTING & PUBLICATIONS	1,361	3,713	1,500	2,142	1,800	300	20.00%
101-412-927	ALLOCATE TO DEPARTMENTS (5% of Total Treasurer Costs - \$2,948; plus 25% of Front Desk Help - \$3,648)	6,354	7,397	6,948	6,542	6,596	(352)	-5.07%
101-412-957	TRAINING & DEVELOPMENT	0	570	4,000	879	2,000	(2,000)	0.00%
Totals for Dept 412-PLANNING/ZONING DEPT		64,887	79,198	91,739	67,627	92,837	1,098	1.20%
Dept 448: STREET LIGHTS								
101-448-920	UTILITIES (Ornamental and Overhead Lights @ \$2,960/Mth)	36,626	35,700	37,020	26,263	35,520	(1,500)	-4.05%
Totals for Dept 448-STREET LIGHTS		36,626	35,700	37,020	26,263	35,520	(1,500)	-4.05%
Dept 449: ROAD WORK								
101-449-813	ROADWORK (\$26,000 - 2 Brine Applications)	47,808	18,436	30,000	17,358	26,000	(4,000)	-13.33%
101-449-814	ROAD IMPROVEMENTS (\$35,000 - Township Wide Drainage; \$50,000 Township Wide Limestone; \$11,000 County Drains)	54,297	44,757	105,275	75,932	96,000	(9,275)	-8.81%
101-449-929	GRANT EXPENSE (Phase 2B of Pathway)	68,591	232,326	250,000	23,320	250,000	0	0.00%
Totals for Dept 449-ROAD WORK		170,696	295,519	385,275	116,610	372,000	(13,275)	-3.45%
Dept 666: COMMUNITY CENTER								
101-666-701	SALARIES (Includes a 2% Increase)	37,288	26,895	37,500	33,096	38,275	775	2.07%

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		ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 05/20/15	REQUESTED BUDGET	
101-666-702	SALARIES	6,359	0	0	0	0	0 0.00%
101-666-715	SOCIAL SECURITY (\$38,275 x 7.65%)	3,339	2,057	2,870	2,532	2,930	60 2.09%
101-666-716	HOSPITALIZATION (Based on Single Silver)	10,094	6,021	6,895	8,611	6,950	55 0.80%
101-666-717	LIFE/DISB. INSURANCE (\$43.68 x 5% x 12)	430	401	525	480	550	25 4.76%
101-666-718	PENSION (10% of Base Pay)	2,702	3,140	3,750	3,302	3,828	78 2.08%
101-666-720	BANKED PTO	(3,377)	0	0	0	0	0 0.00%
101-666-727	SUPPLIES	1,063	1,481	1,800	1,654	2,000	200 11.11%
101-666-731	WORKERS COMP INSURANCE	413	250	270	315	340	70 25.93%
101-666-807	MEMBERSHIP DUES (\$75 MASC Annual Dues; \$145 NCOA Annual Dues)	220	295	220	110	220	0 0.00%
101-666-812	CC TRIPS	30,043	18,131	22,500	16,840	4,500	(18,000) -80.00%
101-666-815	CC PROGRAMS (Includes an additional \$3,000)	0	0	0	0	13,500	13,500 100.00%
101-666-816	GROUNDS/CLEANG/JANITORL SERVIC (\$800 Grass, \$125 Beds, \$2,920 Snow and \$4,380 Office Cleaning)	6,970	7,434	8,225	3,755	8,225	0 0.00%
101-666-850	COMMUNICATION (Phone @ \$150/Mth, Long Distance \$25/Mth, \$200 Misc Computer Work)	2,067	2,256	2,300	2,718	2,700	400 17.39%
101-666-851	POSTAGE (Mailing = \$.49x275x6)+4 rolls of stamps @ \$.49 Ea.) + 45 Extra)	846	660	1,050	442	1,050	0 0.00%
101-666-900	PRINTING & PUBLICATIONS (\$150 per mailing x 6 + \$100 Extra)	568	0	1,000	1,252	1,000	0 0.00%
101-666-910	INSURANCE & BONDS	1,840	1,070	1,900	0	2,000	100 5.26%
101-666-920	UTILITIES	2,689	2,538	4,500	2,527	3,000	(1,500) -33.33%
101-666-929	GRANT EXPENSE	0	1,790	0	0	0	0 -100.00%
101-666-930	REPAIRS & MAINTENANCE	7,925	2,207	4,300	4,454	4,500	200 4.65%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 101: GENERAL FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13	2013-14	2014-15	2014-15	2015-16	INC/(DEC) FROM 2014-15 AMENDED AMT PCT
		ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 05/20/15	REQUESTED BUDGET	
	(Misc. Repairs at the Senior Center Building)						
101-666-957	TRAINING & DEVELOPMENT	0	0	0	0	0	0 0.00%
101-666-970	EQUIPMENT	350	105	400	0	400	0 0.00%
Totals for Dept 666-SENIOR CITIZEN CENTER		111,829	76,731	100,005	82,088	95,968	(4,037) -4.04%
Dept 753: RECREATION BOARD							
101-753-931	PARK MAINTENANCE	0	0	0	0	0	0 0.00%
	(Maintain and Upgrade Parks)						
Totals for Dept 753-RECREATION BOARD		0	0	0	0	0	0 0.00%
Dept 850: TOWNSHIP CONTINGENCY							
101-850-905	CONTINGENCY FUNDS	11,044	500	10,000	887	12,000	2,000 0.00%
	(\$10,000 Contingency; \$2,000 Spring Clean-up)						
Totals for Dept 850-TOWNSHIP CONTINGENCY		11,044	500	10,000	887	12,000	2,000 0.00%
Dept 900: CAPITAL OUTLAY							
101-900-972	COMPUTER	7,125	16,259	11,500	8,302	11,500	0 0.00%
	(BS&A Upgrade to .Net - Total Cost \$25,000 divided by 3 Yrs - 3rd of 3 Pymts; 2 New Computers - \$3,000)						
101-900-978	LAND ACQUISITION	6,586	1,605	99,100	98,582	4,500	(94,600) -95.46%
	(Vacant Foreclosed Lots)						
Totals for Dept 900-CAPITAL OUTLAY		13,711	17,864	110,600	106,884	16,000	(94,600) -85.53%
Dept 905: DEBT SERVICE							
101-905-985	PSB SHARE OF BOND PMT	94,320	87,417	85,225	85,221	87,823	2,598 3.05%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 101: GENERAL FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT PCT
(1/3 of Total Payment - Final Payment in 2023)							
Totals for Dept 905-DEBT SERVICE		94,320	87,417	85,225	85,221	87,823	2,598 3.05%
TOTAL APPROPRIATIONS		1,112,992	1,276,495	1,604,894	1,048,422	1,464,794	(140,100) -8.73%
NET OF REVENUES/APPROPRIATIONS - FUND		177,952	152,627	(93,925)	(59,423)	32,225	126,150 -134.31%
BEGINNING FUND BALANCE		1,218,801	1,396,753	1,549,380	XXXXXXXXXXXX	1,455,455	
ENDING FUND BALANCE		1,396,753	1,549,380	1,455,455	XXXXXXXXXXXX	1,487,680	

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BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 207: POLICE FUND
2015-2016 FISCAL YEAR
AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
207-000-402	CURRENT PROPERTY TAX (Based on 2014 Millage Rates)	1,327,751	1,357,584	1,380,946	1,273,456	1,404,685	23,739	1.72%
207-000-445	PENALTY & INTEREST ON TAXES	1,089	726	0	1,769	1,000	1,000	100.00%
207-000-570	LIQUOR LICENSE & PERMITS	2,589	2,605	3,000	2,635	3,000	0	0.00%
207-000-590	GRANT INCOME	13,872	0	1,000	0	0	(1,000)	100.00%
207-000-626	COPY & FOIA INCOME	1,537	2,031	1,500	1,960	1,600	100	6.67%
207-000-656	FINES & COURT FEES	27,331	28,075	30,000	21,701	30,000	0	0.00%
207-000-658	IMPOUND FEES	1,660	2,120	2,000	2,020	2,000	0	0.00%
207-000-664	FEES PAID FOR OFFICER WAGES (German Park Reimbursement of Overtime)	5,958	3,671	6,000	6,298	6,500	500	8.33%
207-000-671	REIMBURSEMENT/OTHER INCOME	2,046	3,714	3,000	2,942	3,000	0	0.00%
207-000-673	SALE OF FIXED ASSET	0	3,986	5,000	605	3,000	(2,000)	-40.00%
207-000-675	CONTRIBUTION-PRIVATE SOURCES	3,000	0	200	0	0	(200)	-100.00%
207-000-681	OT REIMBURSEMENT	21,586	16,846	17,000	13,675	17,000	0	0.00%
207-000-682	SALVAGE INSPECTIONS	0	0	0	0	0	0	0.00%
Totals for Dept 000		1,408,419	1,421,358	1,449,646	1,327,061	1,471,785	22,139	1.53%
Dept 336: CONTRIBUTIONS								
207-336-588	CONTRIBUTION OTHER FUND(S) (From the Fed. MARC Fund to Cover a Portion of the PSB Bond Payment - \$35,000)	42,500	35,000	41,000	36,000	35,000	(6,000)	-14.63%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 207: POLICE FUND
2015-2016 FISCAL YEAR
AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
207-336-683	CONTRIBUTION - INDEPENDENCE DAY CELEBF	1,350	1,000	1,500	1,500	1,500	0	0.00%
Totals for Dept 336-CONTRIBUTIONS		43,850	36,000	42,500	37,500	36,500	(6,000)	-14.12%
TOTAL ESTIMATED REVENUES							16,139	1.08%
APPROPRIATIONS								
Dept 226: PERSONNEL								
207-226-701	SALARIES (Lt. & Sgt. Wages)(Includes a 3% Increase)	144,716	187,204	193,211	173,539	198,005	4,794	2.48%
207-226-702	SALARIES (Full Time Officer Wages)(Includes a 3% Increase)	352,056	364,740	376,420	348,439	393,879	17,459	4.64%
207-226-704	CLERICAL/DEP /SUPER/ELECTION (Includes a 3% Increase)	57,110	60,905	67,717	56,571	69,401	1,684	2.49%
207-226-708	SALARIES-PART TIME	50,180	22,916	36,500	28,889	35,000	(1,500)	-4.11%
207-226-710	JANITORIAL SALARIES (Twice/Wk = 104 x \$80/Cleaning)	4,160	4,240	5,000	7,520	8,320	3,320	66.40%
207-226-711	SALARIES-OVERTIME	49,608	58,941	36,500	48,718	35,000	(1,500)	-4.11%
207-226-714	HOLIDAY (Additional Pay for Holidays Paid Annually in December)	29,066	31,838	33,920	34,215	35,257	1,337	3.94%
207-226-715	SOCIAL SECURITY (\$786,762 x 7.65%)	54,288	57,593	58,185	55,278	60,190	2,005	3.45%
207-226-716	HOSPITALIZATION (CAPS plus Dental & Optical)	125,152	129,915	161,015	159,471	162,555	1,540	0.96%
207-226-717	LIFE/DISB. INSURANCE	7,743	8,405	8,741	7,066	8,028	(713)	-8.16%
207-226-718	PENSION (Base Salary \$608,839 x 10%)	52,390	57,506	60,884	54,267	63,219	2,335	3.84%
207-226-719	EMPLOYEE FRINGE-LONGEVITY (Per Union Contract)	4,500	4,800	5,400	5,400	5,700	300	5.56%
207-226-720	BANKED PTO	(1,271)	(119,213)	0	0	0	0	0.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 207: POLICE FUND
2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13	2013-14	2014-15	2014-15	2015-16	INC/(DEC) FROM 2014-15 AMENDED AMT PCT
		ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 05/20/15	REQUESTED BUDGET	
207-226-730	MEDICAL TESTING	81	713	500	0	500	0 0.00%
207-226-731	WORKERS COMP INSURANCE	13,225	7,536	10,130	15,023	16,010	5,880 58.05%
207-226-741	UNIFORMS/GEAR & ALLOWANCE (Per Union Contract)	5,400	5,900	5,900	6,200	6,200	300 5.08%
207-226-927	ALLOCATE TO DEPARTMENTS (PSB Director @ 50% of Total Salary & Benefit Package Allocated from Fire)	52,179	54,568	56,771	51,343	58,604	1,833 3.23%
207-226-957	TRAINING & DEVELOPMENT	2,009	1,790	500	50	350	(150) -30.00%
Totals for Dept 226-PERSONNEL		1,002,592	940,297	1,117,294	1,051,989	1,156,218	38,924 3.48%
Dept 265: HALL AND GROUNDS							
207-265-821	PSB MAINT & OPS ALLOCATION (\$146,925 x 33.33%)	42,945	52,441	49,933	35,700	48,975	(958) -1.92%
Totals for Dept 265-HALL AND GROUNDS		42,945	52,441	49,933	35,700	48,975	(958) -1.92%
Dept 270: LEGAL/PROFESSIONAL							
207-270-722	CONTROLLER (12.5% of Total Cost)	7,800	7,982	8,227	6,773	6,993	(1,234) -15.00%
207-270-802	AUDIT FEES (12.5% of Total Cost)	3,060	3,060	3,060	3,060	2,250	(810) -26.47%
207-270-803	LEGAL (\$39,600 Allocated from General; \$400 Other)	39,600	39,700	40,000	33,000	40,000	0 0.00%
Totals for Dept 270-LEGAL/PROFESSIONAL		50,460	50,742	51,287	42,833	49,243	(2,044) -3.99%
Dept 301: OPERATING COSTS							
207-301-727	SUPPLIES	6,918	4,397	4,000	5,424	3,000	(1,000) -25.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 207: POLICE FUND
2015-2016 FISCAL YEAR
AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
207-301-741	UNIFORMS/GEAR & ALLOWANCE	2,003	2,673	1,000	58	0	(1,000)	-100.00%
207-301-807	MEMBERSHIP DUES	1,247	1,746	2,000	725	1,000	(1,000)	-50.00%
207-301-818	CONTRACTUAL SERVICES	17,571	17,547	19,000	13,914	18,000	(1,000)	-5.26%
207-301-820	DISPATCH SERVICES (\$5,667/Mth)	31,674	63,347	68,000	58,068	68,000	0	0.00%
207-301-850	COMMUNICATION (Changed Internet Connections for Police Cars)	12,894	16,932	22,000	10,907	20,000	(2,000)	-9.09%
207-301-851	POSTAGE	100	137	200	221	200	0	0.00%
207-301-900	PRINTING & PUBLICATIONS	334	263	500	100	400	(100)	-20.00%
207-301-910	INSURANCE & BONDS	20,754	20,675	17,513	0	17,513	0	0.00%
207-301-929	GRANT EXPENSE (50% of Vest Purchase; Other 50% is in Equipment)	13,872	0	1,000	0	0	(1,000)	-100.00%
207-301-930	REPAIRS & MAINTENANCE (L3 Communication Maint. Contract, Misc. Dept. Maint. And Maint. Supplies)	2,056	3,850	4,000	1,285	2,000	(2,000)	-50.00%
207-301-932	RADIO REPAIR (Annual Maint. Contract for Radio Repairs)	2,200	1,100	1,100	0	1,100	0	0.00%
207-301-938	CHARGEBACKS - PRIOR TAX YEARS	(3,321)	74,885	0	10,935	0	0	0.00%
207-301-940	RENTAL EQUIPMENT (Copier & Printer Cost)	1,692	1,319	2,300	1,453	2,300	0	0.00%
207-301-956	MISCELLANEOUS	7,585	0	0	0	0	0	0.00%
207-301-959	TRIBUNALS AND DRAINS	2,170	0	0	0	0	0	0.00%
207-301-972	COMPUTER (Computer Equipment Lease)(Moved to St.NARC Fund)	2,045	2,608	2,300	2,000	0	(2,300)	-100.00%
Totals for Dept 301-OPERATING COSTS		121,794	211,479	144,913	105,090	133,513	(11,400)	-7.87%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 207: POLICE FUND
2015-2016 FISCAL YEAR
AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT PCT
207-333-860	FUEL & MILEAGE	32,616	29,483	25,000	18,553	21,000	(4,000) -16.00%
207-333-930	REPAIRS & MAINTENANCE	13,571	10,834	11,000	11,192	11,500	500 4.55%
Totals for Dept 333-TRANSPORTATION		46,187	40,317	36,000	29,745	32,500	(3,500) -9.72%
Dept 336: CONTRIBUTIONS							
207-336-964	CONTRIBUTION - FIRE & MED RES	0	7,867	0	0	0	0 0.00%
Totals for Dept 336-CONTRIBUTIONS		0	7,867	0	0	0	0 0.00%
Dept 900: CAPITAL OUTLAY							
207-900-970	EQUIPMENT (50% of Vest Purchase and Misc Equipment)	0	0	1,500	0	0	(1,500) -100.00%
207-900-972	COMPUTER	371	371	500	73	0	(500) -100.00%
207-900-974	VEHICLE	8,573	0	0	0	0	0 0.00%
Totals for Dept 900-CAPITAL OUTLAY		8,944	371	2,000	73	0	(2,000) -100.00%
Dept 905: DEBT SERVICE							
207-905-985	PSB SHARE OF BOND PMT (1/3 of Total Pymt - Final Pymt in 2023)(\$35,000 of the 1/3 Payment is Coming From the Fed. NARC Fund)	94,320	87,417	85,222	85,221	87,823	2,601 3.05%
207-905-991	DEBT SERVICE - PRINCIPAL	0	0	0	0	0	0 0.00%
207-905-995	DEBT SERVICE - INTEREST	262	0	0	0	0	0 0.00%
Totals for Dept 905-DEBT SERVICE		94,582	87,417	85,222	85,221	87,823	2,601 3.05%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 207: POLICE FUND
2015-2016 FISCAL YEAR
AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13	2013-14	2014-15	2014-15	2015-16	INC/(DEC) FROM 2014-15 AMENDED AMT PCT
		ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 05/20/15	REQUESTED BUDGET	
TOTAL APPROPRIATIONS		1,367,504	1,390,931	1,486,649	1,350,651	1,508,272	21,623 1.45%
NET OF REVENUES/APPROPRIATIONS - FUND :		84,765	66,427	5,497	13,910	13	(5,484) -99.76%
BEGINNING FUND BALANCE		319,186	403,951	470,378	XXXXXXXXXXXX	475,875	
ENDING FUND BALANCE		403,951	470,378	475,875	XXXXXXXXXXXX	475,888	

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BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 216: FIRE/MEDICAL RESCUE FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
216-000-402	CURRENT PROPERTY TAX	593,775	607,117	617,577	569,496	634,473	16,896	2.74%
216-000-425	MTT PROPERTY TAX ADJUSTMENTS	0	0	0	0	0	0	0.00%
216-000-445	PENALTY & INTEREST ON TAXES	487	338	0	790	500	500	100.00%
216-000-482	HOUSE NUMBERS	200	400	250	680	500	250	100.00%
216-000-588	CONTRIBUTION OTHER FUND(S)	29,310	25,000	25,000	0	25,000	0	0.00%
216-000-590	GRANT INCOME	0	22	0	0	0	0	0.00%
216-000-615	INSURANCE PROCEEDS	3,617	0	0	0	0	0	0.00%
216-000-626	COPY & FOIA INCOME	46	23	25	25	0	(25)	100.00%
216-000-635	RESPONSE FEES	3,087	20,755	8,000	8,586	8,000	0	0.00%
216-000-639	DRIVEWAY INSPECTIONS	500	550	300	550	400	100	33.33%
216-000-671	REIMBURSEMENT/OTHER INCOME (Football Standby and German Park EMS)	2,596	4,719	5,000	2,566	3,000	(2,000)	-40.00%
216-000-673	SALE OF FIXED ASSTS	0	3,058	0	980	1,000	1,000	100.00%
216-000-675	CONTRIBUTION-PRIVATE SOURCES	0	100	0	0	0	0	0.00%
Totals for Dept 000		633,618	662,082	656,152	583,673	672,873	16,721	2.55%
Dept 336: CONTRIBUTIONS								
216-336-588	CONTRIBUTION - OTHER FUND (S)	0	15,733	5,890	0	0	(5,890)	-100.00%
216-336-683	CONTRIBUTION - INDEPENDENCE DAY CELEBF	1,000	1,000	1,000	1,000	1,000	0	0.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 216: FIRE/MEDICAL RESCUE FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
Totals for Dept 336-CONTRIBUTIONS		1,000	16,733	6,890	1,000	1,000	(5,890)	-85.49%
TOTAL ESTIMATED REVENUES		634,618	678,815	663,042	584,673	673,873	10,831	1.63%
APPROPRIATIONS								
Dept 226: PERSONNEL								
216-226-701	SALARIES	82,000	77,052	79,310	70,070	79,310	0	0.00%
216-226-702	SALARIES (Duty Program)	123,982	124,669	129,000	108,766	134,000	5,000	3.88%
216-226-705	ADMINISTRATIVE ASSISTANT (411 Hrs @ 17.02/Hr)(Includes a 2.5% Increase)	5,344	5,318	6,000	5,156	7,000	1,000	16.67%
216-226-708	SALARIES-PART TIME (Paid-on-Call)	46,104	48,032	53,000	48,058	55,000	2,000	3.77%
216-226-712	SALARIES - OFFICERS (Officer Stipens and Run Response Bonus)	10,406	11,245	14,000	8,925	14,000	0	0.00%
216-226-715	SOCIAL SECURITY (\$302,310 x 7.65%)	21,161	21,170	22,595	19,269	23,130	535	2.37%
216-226-716	HOSPITALIZATION (Cap of \$16,343 plus Dental & Optical and Sales Tax)	15,957	17,521	25,000	24,931	23,000	(2,000)	-8.00%
216-226-717	LIFE/DISB. INSURANCE	949	967	900	774	900	0	0.00%
216-226-718	PENSION (10% OF Base Salary)	7,700	7,700	7,931	6,998	7,931	0	0.00%
216-226-720	BANKED PTO	2,554	(13,882)	0	0	0	0	0.00%
216-226-730	MEDICAL TESTING	689	422	4,000	585	4,000	0	0.00%
216-226-731	WORKERS COMP INSURANCE	14,037	7,429	9,100	9,600	10,280	1,180	12.97%
216-226-927	ALLOCATE TO DEPARTMENTS (PSB Director @ 50% of Total Salary & Benefit Package Allocated to Police)	(52,179)	(54,568)	(56,771)	(51,343)	(58,604)	(1,833)	3.23%
216-226-957	TRAINING & DEVELOPMENT	3,583	4,416	9,000	3,086	10,000	1,000	11.11%
216-226-958	TRAINING WAGES	8,878	10,422	14,000	10,877	13,000	(1,000)	-7.14%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 216: FIRE/MEDICAL RESCUE FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
Totals for Dept 226-PERSONNEL		291,165	267,913	317,065	265,752	322,947	5,882	1.86%
Dept 265: HALL AND GROUNDS								
216-265-816	GROUNDS/CLEANG/JANITORL SERVIC	1,966	2,294	2,000	1,610	2,000	0	0.00%
216-265-821	PSB MAINT & OPS ALLOCATION	42,945	52,441	49,933	35,701	48,975	(958)	-1.92%
Totals for Dept 265-HALL AND GROUNDS		44,911	54,735	51,933	37,311	50,975	(958)	-1.84%
Dept 270: LEGAL/PROFESSIONAL								
216-270-722	CONTROLLER	7,800	7,982	8,227	6,773	6,993	(1,234)	-15.00%
216-270-802	AUDIT FEES	3,060	3,060	3,060	3,060	2,250	(810)	-26.47%
216-270-803	LEGAL	0	0	3,500	0	2,000	(1,500)	-42.86%
Totals for Dept 270-LEGAL/PROFESSIONAL		10,860	11,042	14,787	9,833	11,243	(3,544)	-23.97%
Dept 301: OPERATING COSTS								
216-301-727	SUPPLIES	7,217	8,167	8,000	5,729	8,000	0	0.00%
216-301-741	UNIFORMS/GEAR & ALLOWANCE	2,029	3,410	7,000	3,750	8,000	1,000	14.29%
216-301-807	MEMBERSHIP DUES	1,575	1,701	1,500	1,175	1,500	0	0.00%
216-301-818	CONTRACTUAL SERVICES	1,473	8,286	2,000	1,308	2,000	0	0.00%
216-301-820	DISPATCH SERVICES	9,809	10,585	10,500	9,418	11,800	1,300	12.38%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 216: FIRE/MEDICAL RESCUE FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13	2013-14	2014-15	2014-15	2015-16	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
		ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 05/20/15	REQUESTED BUDGET		
216-301-850	(Approximately \$984/Mth) COMMUNICATION	6,368	6,399	7,000	2,903	7,200	200	2.86%
216-301-851	POSTAGE	19	38	50	100	50	0	0.00%
216-301-900	PRINTING & PUBLICATIONS	56	0	150	204	200	50	33.33%
216-301-910	INSURANCE & BONDS	65,357	65,114	55,000	0	55,000	0	0.00%
216-301-920	UTILITIES	10,470	15,891	10,000	8,734	11,000	1,000	10.00%
216-301-930	REPAIRS & MAINTENANCE	3,521	2,357	4,000	1,176	4,000	0	0.00%
216-301-932	RADIO REPAIR	2,200	2,830	2,200	2,200	3,000	800	36.36%
216-301-938	CHARGEBACKS - PRIOR TAX YEARS	(940)	33,484	0	4,890	0	0	0.00%
216-301-959	TRIBUNALS AND DRAINS	971	0	0	0	0	0	0.00%
216-301-972	COMPUTER	0	0	0	0	3,000	3,000	100.00%
(Computer Lease)								
Totals for Dept 301-OPERATING COSTS		110,125	158,262	107,400	41,587	114,750	7,350	6.84%
Dept 333: TRANSPORTATION								
216-333-860	FUEL & MILEAGE	12,258	13,601	12,000	7,972	11,000	(1,000)	-8.33%
216-333-930	REPAIRS & MAINTENANCE	25,376	15,698	20,000	20,073	21,000	1,000	5.00%
(Repairs to Fire Trucks that continue to Age)								
Totals for Dept 333-TRANSPORTATION		37,634	29,299	32,000	28,045	32,000	0	0.00%
Dept 900: CAPITAL OUTLAY								
216-900-970	EQUIPMENT	3,214	28,008	6,000	3,898	6,000	0	0.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 216: FIRE/MEDICAL RESCUE FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
216-900-972	COMPUTER	586	704	0	586	0	0	0.00%
Totals for Dept 900-CAPITAL OUTLAY		3,800	28,712	6,000	4,484	6,000	0	0.00%
Dept 905: DEBT SERVICE								
216-905-985	PSB SHARE OF BOND PMT (1/3 of Total Pymt - Final Pymt in 2023)	94,320	87,417	85,222	85,221	87,823	2,601	3.05%
216-905-991	DEBT SERVICE - PRINCIPAL (LaFrance Pumper Payment - Final Payment in 2015)	39,819	41,751	43,776	43,776	45,900	2,124	4.85%
216-905-995	DEBT SERVICE - INTEREST	8,305	6,374	4,350	4,349	2,227	(2,123)	-48.80%
Totals for Dept 905-DEBT SERVICE		142,444	135,542	133,348	133,346	135,950	2,602	1.95%
TOTAL APPROPRIATIONS		640,939	685,505	662,533	520,358	673,865	11,332	1.71%
NET OF REVENUES/APPROPRIATIONS - FUND :		(6,321)	(6,690)	509	64,315	8	(501)	-98.43%
BEGINNING FUND BALANCE		425,441	419,120	412,430	XXXXXXXXXXXXXX	412,939		
ENDING FUND BALANCE		419,120	412,430	412,939	XXXXXXXXXXXXXX	412,947		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 248: DDA FUND
2015-2016 FISCAL YEAR
AS OF 04/21/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 04/21/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
248-000-402	CURRENT PROPERTY TAX	0	0	0	0	0	0	0.00%
248-000-590	GRANT INCOME	0	0	0	0	0	0	0.00%
248-000-665	INTEREST INCOME	0	0	0	0	0	0	0.00%
248-000-671	REIMBURSEMENT/OTHER INCOME	0	20	0	0	0	0	0.00%
248-000-675	CONTRIBUTION-PRIVATE SOURCES	136	25,347	0	0	0	0	0.00%
Totals for Dept 000		136	25,367	0	0	0	0	0.00%
APPROPRIATIONS								
Dept 270: LEGAL/PROFESSIONAL								
248-270-722	CONTROLLER	0	0	0	0	0	0	0.00%
248-270-802	AUDIT FEES	0	0	0	0	0	0	0.00%
Totals for Dept 270-LEGAL/PROFESSIONAL		0	0	0	0	0	0	0.00%
Dept 301: OPERATING COSTS								
248-301-727	SUPPLIES	0	0	0	0	0	0	#DIV/0!
248-301-746	FARMERS MARKET	850	0	0	0	0	0	#DIV/0!

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 248: DDA FUND
2015-2016 FISCAL YEAR
AS OF 04/21/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 04/21/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT PCT
248-301-800	OTHER PROFESSIONAL FEES	0	1,100	20,000	5,538	0	(20,000) -100.00%
248-301-816	GROUNDS/CLEANG/JANITORL SERVIC	0	1,200	1,200	0	1,200	0 0.00%
248-301-929	GRANT EXPENSE	0	0	0	0	0	0 0.00%
Totals for Dept 301-OPERATING COSTS		850	2,300	21,200	5,538	1,200	(20,000) -94.34%
Dept 449: ROAD WORK							
248-449-814	ROAD IMPROVEMENTS	0	22,790	20,000	20,000	0	(20,000) -100.00%
Totals for Dept 449-ROAD WORK		0	22,790	20,000	20,000	0	(20,000) 0.00%
Dept 900: CAPITAL OUTLAY							
248-900-925	STREETSCAPING (Flowers for Mainstreet)	1,500	0	1,500	0	3,000	1,500 100.00%
Totals for Dept 900-CAPITAL OUTLAY		1,500	0	1,500	0	3,000	1,500 100.00%
TOTAL APPROPRIATIONS		2,350	25,090	42,700	25,538	4,200	(38,500) -90.16%
NET OF REVENUES/APPROPRIATIONS - FUND :		(2,214)	277	(42,700)	(25,538)	(4,200)	38,500 -90.16%
BEGINNING FUND BALANCE		93,436	91,222	91,499	XXXXXXXXXXXXX	48,799	
ENDING FUND BALANCE		91,222	91,499	48,799	XXXXXXXXXXXXX	44,599	

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 265: STATE NARC FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
265-000-661	FORFEITURES	4,988	29,373	50,000	67,504	35,000	(15,000)	-30.00%
265-000-671	REIMBURSEMENT/OTHER INCOME	0	0	0	0	0	0	0.00%
265-000-673	SALE OF FIXED ASSET	0	0	0	0	0	0	0.00%
265-000-687	CONTRIBUTIONS - D.A.R.E.	0	0	0	0	0	0	0.00%
Totals for Dept 000		4,988	29,373	50,000	67,504	35,000	(15,000)	-30.00%
TOTAL ESTIMATED REVENUES								
		4,988	29,373	50,000	67,504	35,000	(15,000)	-30.00%
APPROPRIATIONS								
Dept 226: PERSONNEL								
265-226-957	TRAINING & DEVELOPMENT	350	275	0	0	0	0	0.00%
Totals for Dept 226-PERSONNEL		350	275	0	0	0	0	0.00%
Dept 301: OPERATING COSTS								
265-301-727	SUPPLIES	300	0	1,000	0	4,000	3,000	300.00%
265-301-899	FORFEITURE SHARING	2,723	14,086	20,000	13,386	15,000	(5,000)	-25.00%
265-301-956	(Amounts paid to other jurisdictions that aided in arrest) MISCELLANEOUS	110	2,645	300	128	2,000	1,700	566.67%
265-301-972	(Bank Service Charges) COMPUTER	0	0	0	0	8,000	8,000	100.00%
(Computer Lease)								

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 265: STATE NARC FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT PCT
Totals for Dept 301-OPERATING COSTS		3,133	16,731	21,300	13,514	29,000	7,700 36.15%
Dept 336: CONTRIBUTIONS							
265-336-967	CONTRIBUTION-LAW ENFORCEMENT	7,500	0	1,000	1,000	0	(1,000) -100.00%
Totals for Dept 336-CONTRIBUTIONS		7,500	0	1,000	1,000	0	(1,000) -100.00%
Dept 900: CAPITAL OUTLAY							
265-900-970	EQUIPMENT	0	300	4,000	6,591	0	(4,000) -100.00%
(Misc. Equipment)							
Totals for Dept 900-CAPITAL OUTLAY		0	300	4,000	6,591	0	(4,000) -100.00%
TOTAL APPROPRIATIONS		10,983	17,306	26,300	21,105	29,000	2,700 10.27%
NET OF REVENUES/APPROPRIATIONS - FUND :		(5,995)	12,067	23,700	46,399	6,000	(17,700) -74.68%
BEGINNING FUND BALANCE		40,175	34,180	46,247	XXXXXXXXXXXXXX	69,947	
ENDING FUND BALANCE		34,180	46,247	69,947	XXXXXXXXXXXXXX	75,947	

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 266: FEDERAL NARC FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2014-15 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
266-000-661	FORFEITURES	225,054	453,900	100,000	92,801	100,000	0	0.00%
Totals for Dept 000		225,054	453,900	100,000	92,801	100,000	0	0.00%
TOTAL ESTIMATED REVENUES								
		225,054	453,900	100,000	92,801	100,000	0	0.00%
APPROPRIATIONS								
Dept 301: OPERATING COSTS								
266-301-727	SUPPLIES	918	1,214	10,000	6,875	12,000	2,000	20.00%
266-301-956	MISCELLANEOUS	0	0	5,000	4,588	5,000	0	0.00%
Totals for Dept 301-OPERATING COSTS		918	1,214	15,000	11,463	17,000	2,000	13.33%
Dept 336: CONTRIBUTIONS								
266-336-967	CONTRIBUTION-LAW ENFORCEMENT	35,000	35,000	35,000	35,000	35,000	0	0.00%
(To cover a portion of the PSB Bond Payment)								
Totals for Dept 336-CONTRIBUTIONS		35,000	35,000	35,000	35,000	35,000	0	0.00%
Dept 900: CAPITAL OUTLAY								
266-900-970	EQUIPMENT	28,730	16,871	160,000	131,112	170,000	10,000	6.25%
(Body Cameras, Defensive Tactic Training Equip., Security System, Raincoats, Vehicle Equip., 2 AED's and Training Room Equip.)								
266-900-974	VEHICLE	63,863	89,188	75,000	34,534	60,000	(15,000)	-20.00%
(2 Vehicles)								

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 266: FEDERAL NARC FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2014-15 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
Totals for Dept 900-CAPITAL OUTLAY		92,593	106,059	235,000	165,646	230,000	(5,000)	-2.13%
TOTAL APPROPRIATIONS		128,511	142,273	285,000	212,109	282,000	(3,000)	-1.05%
NET OF REVENUES/APPROPRIATIONS - FUND :		96,543	311,627	(185,000)	(119,308)	(182,000)	3,000	-1.62%
BEGINNING FUND BALANCE		107,538	204,081	515,708	XXXXXXXXXXXX	330,708		
ENDING FUND BALANCE		204,081	515,708	330,708	XXXXXXXXXXXX	148,708		

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BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 287: BUILDING DEPARTMENT FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2014-15 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	FROM 2014-15 AMENDED PCT
ESTIMATED REVENUES								
Dept 000								
287-000-481	SIGN PERMITS	0	1,055	0	0	0	0	0.00%
287-000-484	BUILDING PLAN REVIEW FEES	3,422	3,372	2,650	2,370	3,000	350	13.21%
287-000-485	BUILDING PERMIT FEES	31,760	34,683	29,240	26,726	29,240	0	0.00%
287-000-486	CONTRACTOR'S REGISTRATION	870	630	675	2,010	1,500	825	122.22%
287-000-488	TRADE PERMIT FEES	20,270	21,300	19,950	28,284	25,000	5,050	25.31%
287-000-665	INTEREST INCOME	0	0	0	0	0	0	0.00%
287-000-671	REIMBURSEMENT/OTHER INCOME	0	0	0	0	0	0	0.00%
Totals for Dept 000		56,322	61,040	52,515	59,390	58,740	6,225	11.85%
TOTAL ESTIMATED REVENUES								
		56,322	61,040	52,515	59,390	58,740	6,225	11.85%
APPROPRIATIONS								
Dept 226: PERSONNEL								
287-226-720	BANKED PTO	(150)	(10,886)	0	0	0	0	0.00%
287-226-927	ALLOCATE TO DEPARTMENTS	6,354	7,397	19,561	15,699	18,548	(1,013)	-5.18%
(10% of Total Treasurer Costs - \$2,948. plus 75% of Front Desk Help - \$10,944 plus 5% of Twp Mgr - \$4,656)								
Totals for Dept 226-PERSONNEL		6,204	(3,489)	19,561	15,699	18,548	(1,013)	-5.18%
Dept 261: GOVERNMENT SHARED SERVICES								
287-261-725	INSPECTOR EXPENSES	19,271	24,123	15,000	21,257	25,000	10,000	66.67%
33								

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 287: BUILDING DEPARTMENT FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2014-15 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
(Pittsfield Twp. - Kurt Weiland)								
Totals for Dept 261-GOVERNMENT SHARED SERVICES		19,271	24,123	15,000	21,257	25,000	10,000	66.67%
Dept 270: LEGAL/PROFESSIONAL								
287-270-722	CONTROLLER	1,560	1,596	1,646	1,354	2,796	1,150	69.87%
	(5% of Total Cost)							
287-270-802	AUDIT FEES	900	900	900	900	900	0	0.00%
	(5% of Total Cost)							
Totals for Dept 270-LEGAL/PROFESSIONAL		2,460	2,496	2,546	2,254	3,696	1,150	45.17%
Dept 301: OPERATING COSTS								
287-301-725	INSPECTOR EXPENSES	11,045	10,793	12,500	4,735	7,500	(5,000)	-40.00%
	(Electrical & Plumbing)							
287-301-727	SUPPLIES	0	0	100	392	500	400	400.00%
287-301-850	COMMUNICATION	260	524	300	283	300	0	0.00%
	(Bldg Phone @ \$25/Mth)							
287-301-910	INSURANCE & BONDS	687	600	600	0	600	0	0.00%
287-301-927	ALLOCATE TO DEPARTMENTS	0	0	1,000	0	1,000	0	100.00%
	(2.5% of H&G Exp + .625% of PSB Maint & Ops)							
287-301-930	REPAIRS & MAINTENANCE	610	0	625	0	0	(625)	-100.00%
Totals for Dept 301-OPERATING COSTS		12,602	11,917	15,125	5,410	9,900	(5,225)	-34.55%
TOTAL APPROPRIATIONS								
		40,537	35,047	52,232	44,620	57,144	4,912	9.40%
NET OF REVENUES/APPROPRIATIONS - FUND :								
		15,785	25,993	283	14,770	1,596	1,313	463.96%
BEGINNING FUND BALANCE								
		23,636	39,421	65,414	XXXXXXXXXXXX	65,697		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 287: BUILDING DEPARTMENT FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13	2013-14	2014-15	2014-15	2014-15	INC/(DEC) FROM 2014-15 AMENDED AMT PCT
		ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 05/20/15	REQUESTED BUDGET	
ENDING FUND BALANCE		39,421	65,414	65,697	XXXXXXXXXXXX	67,293	

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BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 369: BUILDING AUTHORITY DEBT FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
369-000-668	BOND PROCEEDS	2,473,799	0	0	0	0	0	0.00%
369-000-685	FUNDS XFER FOR 2.93 BOND PMT	282,961	262,252	255,666	255,663	263,466	7,800	3.05%
Totals for Dept 000		2,756,760	262,252	255,666	255,663	263,466	7,800	3.05%
APPROPRIATIONS								
Dept 905: DEBT SERVICE								
TOTAL ESTIMATED REVENUES								
369-905-906	BOND ISSUANCE COST	33,799	0	0	0	0	0	0.00%
369-905-939	BOND PAYOFF	2,440,000	0	0	0	0	0	0.00%
369-905-942	2.93 M BOND BLDG AUTH	188,279	179,470	206,856	206,854	219,518	12,662	6.12%
369-905-943	500K CAPITAL IMP	0	29,072	0	0	0	0	#DIV/0!
369-905-954	AGENT FEES	0	0	0	0	0	0	0.00%
369-905-987	INTEREST 2.93 M BOND	38,918	46,222	48,810	48,809	43,948	(4,862)	-9.96%
369-905-992	INTEREST 500K BOND	55,764	7,488	0	0	0	0	#DIV/0!
Totals for Dept 905-DEBT SERVICE		2,756,760	262,252	255,666	255,663	263,466	7,800	3.05%
TOTAL APPROPRIATIONS		2,756,760	262,252	255,666	255,663	263,466	7,800	3.05%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 369: BUILDING AUTHORITY DEBT FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13		2013-14		2014-15		2014-15		2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED	
		ACTIVITY		ACTIVITY		AMENDED BUDGET		ACTIVITY THRU 05/20/15			AMT	PCT
	NET OF REVENUES/APPROPRIATIONS - FUND :	0		0		0		0		0	0	0.00%
	BEGINNING FUND BALANCE	0		0		0		XXXXXXXXXXXX		0		
	ENDING FUND BALANCE	0		0		0		XXXXXXXXXXXX		0		

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BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 370: PSB FUND
2015-2016 FISCAL YEAR
AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT PCT
ESTIMATED REVENUES							
Dept 000							
370-000-402	CURRENT PROPERTY TAX	295,734	284,298	281,178	259,283	275,655	(5,523) -1.96%
370-000-425	MTT PROPERTY TAX ADJUSTMENTS	0	0	0	0	0	0 0.00%
370-000-445	PENALTY & INTEREST ON TAXES	229	151	0	368	0	0 0.00%
370-000-588	CONTRIBUTION OTHER FUND(S)	128,835	157,324	149,800	107,101	146,925	(2,875) -1.92%
370-000-615	INSURANCE PROCEEDS	25,000	0	0	0	0	0 0.00%
370-000-665	INTEREST INCOME	0	0	0	0	0	0 0.00%
370-000-668	BOND PROCEEDS	2,415,000	0	0	0	0	0 0.00%
370-000-671	REIMBURSEMENT/OTHER INCOME	0	26	0	0	0	0 0.00%
Totals for Dept 000		2,864,798	441,799	430,978	366,752	422,580	(8,398) -1.95%
APPROPRIATIONS							
Dept 301: OPERATING COSTS							
TOTAL ESTIMATED REVENUES		2,864,798	441,799	430,978	366,752	422,580	(8,398) -1.95%
370-301-727	SUPPLIES	983	1,075	1,200	864	1,200	0 0.00%
370-301-803	LEGAL	0	0	200	0	0	(200) -100.00%
370-301-816	GROUPS/CLEANG/JANITORL SERVIC	10,335	9,323	10,500	10,900	11,500	1,000 9.52%
370-301-818	(Lawn Maintenance, Flagpole & Watertank Landscaping - \$2,500, Snow Plowing & Sating - \$9,000) CONTRACTUAL SERVICES	8,139	9,303	11,500	7,363	11,725	225 1.96%
370-301-850	(Alarm Monitoring & Inspection - \$1,200; Elevator Inspection - \$3,850; Generator Inspection - \$475; Sprinkler System Inspection - \$1,300; Webb Maint Agree - \$4,900) COMMUNICATION	3,437	3,512	4,200	2,522	3,300	(900) -21.43%
				38			

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 370: PSB FUND
2015-2016 FISCAL YEAR
AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
370-301-910	(Internet @ \$125/Mth; AT&T Long Distance @ \$150/Mth) INSURANCE & BONDS	7,051	7,156	7,200	0	7,200	0	0.00%
370-301-920	UTILITIES	86,919	82,272	85,000	62,006	80,000	(5,000)	-5.88%
370-301-930	REPAIRS & MAINTENANCE (Pest Cont. @ \$100/Qtr; Wind. Cleaning @ \$10/Cleaning Twice/Mth; Webb Heating & A/C Repairs - \$8,300; Trash Pickup @ \$66/Qtr; Fire Ext Inspect - \$280; Other - \$20,516)	37,146	29,540	71,050	25,006	30,000	(41,050)	-57.78%
370-301-938	CHARGEBACKS - PRIOR TAX YEARS	83	15,454	0	2,301	2,000	2,000	#DIV/0!
370-301-959	TRIBUNALS AND DRAINS	0	0	0	0	0	0	#DIV/0!
Totals for Dept 301-OPERATING COSTS		154,093	157,635	190,850	110,962	146,925	(43,925)	-23.02%
Dept 905: DEBT SERVICE								
370-905-906	BOND ISSUANCE COST	40,000	0	0	0	0	0	0.00%
370-905-939	BOND PAYOFF	2,375,000	0	0	0	0	0	0.00%
370-905-945	2.415 M PSB BOND (Final Payment April, 2022)	215,000	235,000	235,000	235,000	235,000	0	0.00%
370-905-954	AGENT FEES	0	0	0	0	0	0	0.00%
370-905-994	INTEREST 2.415 BOND PSB (Final Payment April, 2022)	85,535	51,700	46,178	46,178	40,655	(5,523)	-11.96%
Totals for Dept 905-DEBT SERVICE		2,715,535	286,700	281,178	281,178	275,655	(5,523)	-1.96%
TOTAL APPROPRIATIONS		2,869,628	444,335	472,028	392,140	422,580	(49,448)	-10.48%
NET OF REVENUES/APPROPRIATIONS - FUND :		(4,830)	(2,536)	(41,050)	(25,388)	0	41,050	0.00%
BEGINNING FUND BALANCE		61,580	56,750	54,214	XXXXXXXXXXXX	13,164		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 370: PSB FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
ENDING FUND BALANCE		56,750	54,214	13,164	XXXXXXXXXXXX	13,164		

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BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 571: WWTP FUND
2015-2016 FISCAL YEAR
AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
571-000-500	TAP-IN FEES	7,100	3,550	0	7,100	0	0	0.00%
571-000-651	USAGE FEES	1,180,694	1,160,288	1,359,000	1,126,731	1,452,500	93,500	6.88%
571-000-665	INTEREST INCOME	11,768	2,720	1,000	1,660	1,000	0	0.00%
571-000-671	REIMBURSEMENT/OTHER INCOME (DTE Bill Refund From Whitmore Lake Condo's)	4,621	2,166	2,000	4,903	4,000	2,000	100.00%
571-000-672	SAD INTEREST	94	88	73	73	64	(9)	-12.33%
571-000-673	SALE OF FIXED ASSET	0	5,000	0	0	0	0	0.00%
571-000-690	UNREALIZED GAIN/LOSS	(34,853)	(42,597)	0	(2,022)	0	0	0.00%
Totals for Dept 000		1,169,424	1,131,215	1,362,073	1,138,445	1,457,564	95,491	7.01%
Dept 336: CONTRIBUTIONS								
571-336-588	CONTRIBUTION OTHER FUND(S)	0	0	15,000	0	0	(15,000)	-100.00%
Totals for Dept 336		0	0	15,000	0	0	(15,000)	-100.00%
TOTAL ESTIMATED REVENUES		1,169,424	1,131,215	1,377,073	1,138,445	1,457,564	80,491	5.85%
APPROPRIATIONS								
Dept 226: PERSONNEL								
571-226-701	SALARIES (No Increase)	58,500	60,469	65,500	57,752	65,500	0	0.00%
571-226-702	SALARIES (Includes various % increases)	190,779	185,551	184,403	161,686	195,221	10,818	5.87%
571-226-711	SALARIES-OVERTIME	16,718	5,892	10,000	11,684	18,000	8,000	80.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 571: WWTP FUND
2015-2016 FISCAL YEAR
AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13	2013-14	2014-15	2014-15	2015-16	INC/(DEC) FROM 2014-15 AMENDED AMT PCT
		ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 05/20/15	REQUESTED BUDGET	
571-226-715	SOCIAL SECURITY (\$278,721 x 7.65%)	20,349	19,271	19,885	17,681	21,325	1,440 7.24%
571-226-716	HOSPITALIZATION (Medical CAPS plus Dental & Vision)	64,620	73,669	101,100	99,301	100,600	(500) -0.49%
571-226-717	LIFE/DISB. INSURANCE (\$251.77 x 5% x 12 Mths)	3,352	3,444	3,487	2,632	3,175	(312) -8.95%
571-226-718	PENSION (10% of Base pay)	22,446	22,887	24,045	21,058	24,977	932 3.88%
571-226-720	BANKED PTO	(4,422)	(3,828)	0	0	0	0 0.00%
571-226-731	WORKERS COMP INSURANCE	3,540	2,347	2,915	4,312	4,518	1,603 54.99%
571-226-957	TRAINING & DEVELOPMENT	520	1,395	3,500	2,070	3,500	0 0.00%
Totals for Dept 226-PERSONNEL		376,402	371,097	414,835	378,176	436,816	21,981 5.30%
Dept 270: LEGAL/PROFESSIONAL							
571-270-722	CONTROLLER (35% of Total Cost)	13,000	13,303	13,713	11,289	19,579	5,866 42.78%
571-270-802	AUDIT FEES (35% of Total Cost)	6,480	6,480	6,480	6,480	6,300	(180) -2.78%
571-270-803	LEGAL (\$400 Bendzinski Annual Filing; Other - \$100)	0	0	500	0	500	0 0.00%
571-270-806	ENGINEER (Asset Management Planning)	4,500	13,824	30,000	22,779	40,000	10,000 33.33%
Totals for Dept 270-LEGAL/PROFESSIONAL		23,980	33,607	50,693	40,548	66,379	15,686 30.94%
Dept 301: OPERATING COSTS							
571-301-727	SUPPLIES	865	1,812	1,300	1,367	2,000	700 53.85%
571-301-740	OPERATING SUPPLIES	54,848	36,857	50,000	32,781	55,000	5,000 10.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 571: WWTP FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13	2013-14	2014-15	2014-15	2015-16	INC/(DEC) FROM 2014-15 AMENDED AMT	FROM 2014-15 AMENDED PCT
		ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 05/20/15	REQUESTED BUDGET		
571-301-741	UNIFORMS/GEAR & ALLOWANCE	442	775	2,500	606	2,500	0	0.00%
571-301-807	MEMBERSHIP DUES	144	765	1,000	590	1,000	0	0.00%
571-301-817	(Miss Dig - \$1,000; MRWA - \$600; Stormwater Ind. Cert - \$100; American Waterworks - \$165; Add'l for Price Increases - \$135) LAB & TESTING	2,825	1,319	7,500	6,338	7,000	(500)	-6.67%
571-301-819	COLLECTION SYS ANNUAL MAINT (\$35,000 Sludge Hauling; \$20,000 Collection System)	52,672	37,569	55,000	45,269	55,000	0	0.00%
571-301-825	SEWER ADMINISTRATION FEES	35,000	35,000	35,000	35,000	37,500	2,500	7.14%
571-301-850	COMMUNICATION	5,030	7,120	6,000	3,143	7,000	1,000	16.67%
571-301-851	POSTAGE	2,598	2,703	5,000	2,631	3,000	(2,000)	-40.00%
571-301-900	PRINTING & PUBLICATIONS	70	41	200	0	200	0	0.00%
571-301-910	INSURANCE & BONDS	19,839	20,166	20,300	0	20,300	0	0.00%
571-301-920	UTILITIES	112,145	111,143	100,000	87,863	115,000	15,000	15.00%
571-301-930	REPAIRS & MAINTENANCE	79,676	63,593	104,400	45,453	110,000	5,600	5.36%
571-301-940	RENTAL EQUIPMENT	828	832	1,000	763	1,000	0	0.00%
571-301-941	UNIFORMS - RENTALS	3,393	2,889	0	0	0	0	#DIV/0!
571-301-950	LAND LEASING	258	258	258	258	0	(258)	-100.00%
571-301-968	(Dept of Transportation - 12' Sewer line in ROW S. of Hamburg 11/1/14 - 10/31/15) DEPRECIATION EXPENSE	229,864	234,283	244,578	238,490	260,327	15,749	6.44%
(Std Depre from Schedule plus \$16,600 Extra for Capital Purchase Below)								
Totals for Dept 301-OPERATING COSTS		600,497	557,125	634,036	500,552	676,827	42,791	6.75%

Dept 333: TRANSPORTATION

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 571: WWTP FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
571-333-860	FUEL & MILEAGE	5,854	4,219	6,500	5,667	7,000	500	7.69%
571-333-930	REPAIRS & MAINTENANCE	1,057	1,879	2,000	36	2,000	0	0.00%
Totals for Dept 333-TRANSPORTATION		6,911	6,098	8,500	5,703	9,000	500	5.88%
Dept 528: O & M - BOND & INTEREST								
571-528-954	AGENT FEES	638	658	700	648	700	0	0.00%
571-528-989	INTEREST 1992 BOND (Final Payment in 2022)	18,139	16,739	15,340	15,339	13,940	(1,400)	-9.13%
571-528-995	DEBT SERVICE - INTEREST (61% of Total - Final Payment in 2017)	65,460	52,628	38,630	38,628	24,759	(13,871)	-35.91%
Totals for Dept 528-O & M - BOND & INTEREST		84,237	70,025	54,670	54,615	39,399	(15,271)	-27.93%
Dept 900: CAPITAL OUTLAY								
571-900-970	EQUIPMENT (Tertiary Filter Rebuild - \$160,000)	0	6,274	55,000	36,792	160,000	105,000	190.91%
571-900-972	COMPUTER (GIS Software for Asset Management)	0	0	17,000	14,440	20,000	3,000	100.00%
Totals for Dept 900-CAPITAL OUTLAY		0	6,274	72,000	51,232	180,000	108,000	150.00%
TOTAL APPROPRIATIONS		1,092,027	1,044,226	1,234,734	1,030,826	1,408,421	173,687	14.07%
NET OF REVENUES/APPROPRIATIONS - FUND :		77,397	86,989	142,339	107,619	49,143	(93,196)	-65.47%
BEGINNING FUND BALANCE		5,837,375	5,914,772	6,001,761	XXXXXXXXXXXX	6,144,100		
ENDING FUND BALANCE		5,914,772	6,001,761	6,144,100	XXXXXXXXXXXX	6,193,243		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 571: WWTP FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13	2013-14	2014-15	2014-15	2015-16	INC/(DEC) FROM 2014-15 AMENDED AMT PCT
		ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 05/20/15	REQUESTED BUDGET	

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BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 815: SEVEN MILE SEWER FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
815-000-665	INTEREST INCOME	1,462	370	150	209	150	0	0.00%
815-000-671	REIMBURSEMENT/OTHER INCOME	0	2	0	0	0	0	0.00%
815-000-672	SAD INTEREST	14,248	13,073	10,220	10,220	9,085	(1,135)	-11.11%
815-000-690	UNREALIZED GAIN/LOSS	(4,429)	(5,413)	0	(257)	0	0	0.00%
Totals for Dept 000		11,281	8,032	10,370	10,172	9,235	(1,135)	-10.95%
TOTAL ESTIMATED REVENUES								
		11,281	8,032	10,370	10,172	9,235	(1,135)	-10.95%
APPROPRIATIONS								
Dept 301: OPERATING COSTS								
815-301-968	DEPRECIATION EXPENSE	17,519	17,519	17,519	17,519	17,519	0	0.00%
Totals for Dept 301-OPERATING COSTS		17,519	17,519	17,519	17,519	17,519	0	0.00%
Dept 905: DEBT SERVICE								
815-905-906	BOND ISSUANCE COST	6,201	0	0	0	0	0	0.00%
815-905-954	AGENT FEES	0	0	0	0	0	0	0.00%
815-905-995	DEBT SERVICE - INTEREST	14,944	9,905	9,002	9,001	8,105	(897)	-9.96%
Totals for Dept 905-DEBT SERVICE		21,145	9,905	9,002	9,001	8,105	(897)	-9.96%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 815: SEVEN MILE SEWER FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
TOTAL APPROPRIATIONS		38,664	27,424	26,521	26,520	25,624	(897)	-3.38%
NET OF REVENUES/APPROPRIATIONS - FUND :		(27,383)	(19,392)	(16,151)	(16,348)	(16,389)	(238)	1.47%
BEGINNING FUND BALANCE		660,213	632,830	613,438	XXXXXXXXXXXX	597,287		
ENDING FUND BALANCE		632,830	613,438	597,287	XXXXXXXXXXXX	580,898		

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BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 890: N.T. SEWER DISTRICT FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2014-15 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
890-000-665	INTEREST INCOME	7,342	4,213	750	1,031	750	0	0.00%
890-000-672	SAD INTEREST	68,880	59,040	49,200	49,261	38,992	(10,208)	-20.75%
890-000-690	UNREALIZED GAIN/LOSS	(21,759)	(26,593)	0	(1,262)	0	0	0.00%
Totals for Dept 000		54,463	36,660	49,950	49,030	39,742	(10,208)	-20.44%
TOTAL ESTIMATED REVENUES								
		54,463	36,660	49,950	49,030	39,742	(10,208)	-20.44%
APPROPRIATIONS								
Dept 301: OPERATING COSTS								
890-301-803	LEGAL	0	0	200	0	0	(200)	-100.00%
890-301-968	DEPRECIATION EXPENSE	76,796	76,142	74,187	74,187	74,187	0	0.00%
Totals for Dept 301-OPERATING COSTS		76,796	76,142	74,387	74,187	74,187	(200)	-0.27%
Dept 905: DEBT SERVICE								
890-905-954	AGENT FEES	407	420	450	414	450	0	0.00%
890-905-998	INTEREST NT BOND	41,852	33,647	24,700	24,697	15,830	(8,870)	-35.91%
Totals for Dept 905-DEBT SERVICE		42,259	34,067	25,150	25,111	16,280	(8,870)	-35.27%
TOTAL APPROPRIATIONS		119,055	110,209	99,537	99,298	90,467	(9,070)	-9.11%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 890: N.T. SEWER DISTRICT FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2014-15 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
	NET OF REVENUES/APPROPRIATIONS - FUND :	(64,592)	(73,549)	(49,587)	(50,268)	(50,725)	(1,138)	2.29%
	BEGINNING FUND BALANCE	3,165,616	3,101,024	3,027,475	XXXXXXXXXXXXXX	2,977,888		
	ENDING FUND BALANCE	3,101,024	3,027,475	2,977,888	XXXXXXXXXXXXXX	2,927,163		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 230: DONATION FUND

2015-2016 FISCAL YEAR

AS OF 05/20/15

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 05/20/15	2015-16 REQUESTED BUDGET	INC/(DEC) FROM 2014-15 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
230-000-690	DONATION - DOG PARK	500	3,350	0	0	0	0	0.00%
230-000-691	DONATION - FIREWORKS	0	350	0	1,200	1,000	1,000	100.00%
230-000-692	DONATION - EVENTS/COMMUNITY	0	1,350	0	1,750	1,500	1,500	100.00%
230-000-698	DONATIONS - ALL OTHER SCC	0	20	0	0	0	0	0.00%
Totals for Dept 000		500	5,070	0	2,950	2,500	2,500	0.00%
TOTAL ESTIMATED REVENUES								
		500	5,070	0	2,950	2,500	2,500	100.00%
APPROPRIATIONS								
Dept 301: OPERATING COSTS								
230-301-903	DONATIONS - KIWANIS	0	0	0	1,025	0	0	0.00%
230-301-904	DONATIONS - EVENTS/COMMUNITY	0	1,506	0	1,357	1,500	1,500	100.00%
Totals for Dept 301-OPERATING COSTS		0	1,506	0	2,382	1,500	1,500	100.00%
TOTAL APPROPRIATIONS								
		0	1,506	0	2,382	1,500	1,500	100.00%
NET OF REVENUES/APPROPRIATIONS - FUND :								
		500	3,564	0	568	1,000	1,000	100.00%
BEGINNING FUND BALANCE								
		0	500	4,064	XXXXXXXXXXXX	4,064		
ENDING FUND BALANCE								
		500	4,064	4,064	XXXXXXXXXXXX	5,064		