



# **CHARTER TOWNSHIP OF BRIGHTON**

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[www.brightontwp.com](http://www.brightontwp.com)

## **FY 2023-2024 BUDGET**

**ADOPTED ON  
MARCH 20, 2023**

## 101 GENERAL FUND REVENUES

**402.000 Property Taxes.** The 2022 Final Taxable value was \$289,102,930. We are projecting a 1.5% increase.

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

**441.000 Local Community Stabilization - PPT Reimbursement** 2014 Legislation cut PPT revenue to local jurisdiction and reimburses the local jurisdiction for only "essential services".

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

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

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

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

**477.000 Cable TV Fee** is our franchise fee collected as a percent of the bills paid by the township residents to Comcast and Direct TV / AT&T. Fees are calculated using today's collections. Historically, as new permits for housing construction increased, this revenue source also increased. However, we have seen a multi-year declines which may be representative of the "cutting the cord" trend.

**478.000 Telecommunications R.O.W. Maintenance Fee (Metro Act Fees)** are fees provided to each unit of government due to the licensing requirements for those telecommunications companies doing work in the right of way. Metro Act fees are received from AT&T, Verizon North Incorporated, and Comcast. They can only

be used for activities that occur in the Road Right-Of-Way (i.e. street lighting, sidewalks etc.).

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

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

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

**574.000 State Revenue Sharing** is the Township's share of the state sales taxes. Based on State of Michigan projections this single largest revenue source is projected to increase slightly.

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

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

**607.400 -Admin Fee From Escrow** – Per the Escrow Agreement with Natural Ag dated 8/11/15.

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

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

**616.000 Tap In Fee** Per Shoner Potocki v Brighton Township Settlement Agreement and Administrative Policy #818: Revenue associated with the 401 REU's were received by the General Fund. In FY21/22 this obligation was completed. All new sewer REU sales will be receipted through the Sanitary Sewer Capital Reserve Fund

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

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

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

**647.000 Sale of Cemetery Lots** This is for the sale of burial lots in one of the Townships three publicly owned cemeteries.

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

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

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

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

**676.500 Reimbursement - Elections.**

**699.591 Transfer In from Municipal Water** - This is repayment of the \$1,150,000 loan from the General Fund established in 2013.

**699.814 Transfer In – Road Projects (SAD's)** – IN FY 19-20 the General Fund made a short-term loan to Fund # 814 to cover construction invoicing. Once the projects (Demaria West, Meadowood, Shenandoah and Shenandoah Pond) were invoiced by LCRC, the Township issued Bonds. Bond proceeds reimbursed the General Fund in the same Fiscal Year.



## BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP

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Fund: 101 GENERAL FUND

ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
Dept 000					
101-000-402.000	PROPERTY TAXES	1,067,626.02	1,080,000.00	1,080,000.00	1,095,000.00
101-000-412.000	DELIQ PERSONAL PROPERTY T	1,846.67	500.00	500.00	500.00
101-000-423.000	MOBILE HOME FEES	285.00	270.00	270.00	270.00
101-000-441.000	LOC COM STAB SHARE- PPT R	110,198.96	80,000.00	80,000.00	80,000.00
101-000-445.000	INTEREST/PENALTIES	80.06	100.00	100.00	100.00
101-000-447.000	PROPERTY TAX ADMIN FEE	346,787.49	340,000.00	340,000.00	340,000.00
101-000-448.000	SUMMER TAX COLLECTION SVC	24,980.10	25,000.00	25,000.00	25,000.00
101-000-448.100	DOG LICENSE COLLECTION FE	262.50	500.00	500.00	250.00
101-000-475.000	LICENSE/PERMITS	595.00	200.00	200.00	200.00
101-000-477.000	CABLE TV FEE	308,854.20	300,000.00	300,000.00	285,000.00
101-000-478.000	TELECOMM. R.O.W. MAINT FE	20,689.70	16,000.00	16,000.00	20,000.00
101-000-481.000	SIGN PERMITS	300.00	500.00	500.00	300.00
101-000-482.000	TENANT OCCUPANCY	890.00	750.00	750.00	750.00
101-000-482.100	TEMPORARY USE	1,100.00	1,000.00	1,000.00	1,000.00
101-000-482.200	LAND USE PERMIT	16,525.00	12,000.00	12,000.00	12,000.00
101-000-482.300	HOME OCCUPATIONS	180.00	180.00	180.00	180.00
101-000-574.000	STATE REVENUE SHARING	2,026,168.00	1,550,000.00	1,550,000.00	2,000,000.00
101-000-574.100	CVTRS	63,740.00	55,000.00	55,000.00	55,000.00
101-000-607.000	ADMINISTATIVE FEE SEWER	4,800.00	4,800.00	4,800.00	4,800.00
101-000-607.400	ADMINISTRATIVE FEE- ESCRO	100.00	100.00	100.00	100.00
101-000-614.000	PLANNING FEES	63,886.00	40,000.00	40,000.00	40,000.00
101-000-614.100	ZONING FEES	11,200.00	11,000.00	11,000.00	11,000.00
101-000-615.000	PLAN REVIEW FEE	9,800.00	7,000.00	7,000.00	7,000.00
101-000-616.000	TAP IN FEE	2,010,960.00	0.00	0.00	0.00
101-000-616.100	TAP IN FEES- WATER REUS	0.00	0.00	0.00	57,000.00
101-000-620.000	SOIL REMOVAL FEE	5,100.00	0.00	0.00	5,100.00
101-000-629.000	SALE OF TRASH TAGS	495.00	300.00	300.00	300.00
101-000-645.000	SALE OF MATERIALS	3,426.78	2,000.00	2,000.00	2,000.00
101-000-645.100	FOIA SALE OF MATERIALS	548.35	200.00	200.00	200.00
101-000-646.000	SALE OF INVENTORY	43.03	0.00	0.00	0.00
101-000-647.000	SALE OF CEMETERY LOTS	1,425.00	0.00	0.00	0.00
101-000-658.000	NSF FEE	245.00	100.00	100.00	100.00
101-000-665.000	INTEREST EARNED	28,049.95	25,000.00	25,000.00	150,000.00
101-000-667.000	RENT- CELL TOWER	95,579.15	92,000.00	92,000.00	92,000.00
101-000-667.200	RENT- MSP	137,484.00	137,484.00	137,484.00	137,484.00
101-000-667.400	RENT- MEETING ROOM	400.00	0.00	0.00	200.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 101 GENERAL FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
Dept. 000					
101-000-670.000	INTEREST FROM SAD PMT	1,457.59	0.00	0.00	1,279.83
101-000-671.000	OTHER REVENUE	2,775.00	0.00	0.00	0.00
101-000-675.000	PEG FEES	37,553.24	20,000.00	20,000.00	18,000.00
101-000-676.000	REIMBURSEMENT	8,033.08	0.00	0.00	0.00
101-000-676.500	REIMBURSEMENT- ELECTIONS	0.00	0.00	0.00	14,000.00
101-000-676.600	REINMBURSEMENT-STATE PRIM	0.00	0.00	0.00	62,000.00
101-000-676.700	REIMBURSEMENT INS PREMIUM	143.01	0.00	0.00	0.00
101-000-687.000	REFUNDS/OVERPAYMENTS	2,342.07	0.00	0.00	0.00
101-000-689.000	CASH OVER AND SHORT	49.02	0.00	0.00	0.00
101-000-699.102	TRAN IN BUDGET STABILIZ	0.00	2,000.00	2,000.00	2,000.00
101-000-699.591	TRAN IN FROM MUNICIPAL WA'	1,150,000.00	0.00	0.00	0.00
Totals for dept 000 -		7,567,003.97	3,803,984.00	3,803,984.00	4,520,113.83
TOTAL ESTIMATED REVENUES		7,567,003.97	3,803,984.00	3,803,984.00	4,520,113.83

## **GENERAL FUND 101 EXPENDITURES**

### **LEGISLATIVE – TOWNSHIP BOARD 101**

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

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

**711.000 Medicare** is Medicare which represents the employer's required contribution.

**716.000 Pension / DC** This is the employer cost for trustees to participate in the defined contribution plan, which is 25% of all wages paid to the four board members. Also, legacy costs for past Clerk and Treasurer (Defined Benefit Pension Division 10 only) are charged here.

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

**727.000 Life Insurance** This is life insurance for the township trustees.

**736.000 Discretionary Increase** - This line item allocates funds based on 2.9% of wages and is budgeted for distribution for merit and/or inflationary adjustment contingent upon Board approval. This coincides with Board Action of June 23, 2014 regarding the April 1, 2014 Classification and Compensation Study prepared by Municipal Consulting Services. Each January the Board will review the Bureau of Labor Statistics CPI U, Midwest Region, December to December report with the goal of maintaining all positions within +/- 5% of the mid-point as stated in Appendix C-i and Section II, Table 1, Page II-I which should be adjusting annually. Municipal Consulting Services performed an updated study in the fourth quarter of FY19/20.

**808.000 Consulting.** Consulting for the legislative board not associated with a particular project. Examples of past projects include: compensation study, feasibility studies, traffic studies, CIP and Fiscal analysis.

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

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

**910.000 Education** includes the expenses for conventions, seminars, workshops and meetings for the trustees. Employee and Township delegates to the MERS conference are charged here.

**915.000 Dues:** Membership in various organizations such as: MTA, SEMCOG, MIDEAL, Brighton Chamber of Commerce, MML Workers Comp, HRWC.

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

**945.000 Economic Development.** Prior to 2016 the Township made a contribution for participating with EDC/SPARK. No financial participation has taken place since that time.

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

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

## BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP

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Fund: 101 GENERAL FUND

ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 101 - LEGISLATIVE-TWSP BOARD					
101-101-703.000	SALARY	32,166.59	33,900.00	34,450.00	36,220.00
101-101-709.000	FICA	1,994.40	2,100.00	2,175.00	2,250.00
101-101-711.000	MEDICARE	466.60	500.00	550.00	530.00
101-101-716.000	DC PENSION	7,991.04	14,000.00	14,000.00	9,060.00
101-101-716.100	PENSION FEES	144.00	200.00	200.00	200.00
101-101-717.000	DB PENSION	5,436.00	0.00	0.00	0.00
101-101-727.000	LIFE INSURANCE	206.16	260.00	260.00	220.00
101-101-736.000	DISCRETIONARY INCREASE	0.00	45,000.00	2,678.00	45,000.00
101-101-752.000	SUPPLIES	360.26	500.00	500.00	500.00
101-101-808.000	CONSULTING	5,108.00	10,000.00	10,000.00	10,000.00
101-101-845.000	WORKERS'COMP	64.07	100.00	100.00	90.00
101-101-861.000	MILEAGE/TRAVEL	0.00	500.00	500.00	500.00
101-101-900.000	PRINTING & PUBLISHING	7,285.34	11,000.00	11,000.00	11,000.00
101-101-901.000	ORDINANCE CODIFICATION	1,150.00	8,000.00	8,000.00	8,000.00
101-101-910.000	EDUCATION	410.00	5,500.00	5,500.00	5,500.00
101-101-915.000	DUES	11,952.96	15,000.00	15,000.00	15,500.00
101-101-941.000	CONTINGENCIES	0.00	1,000.00	1,000.00	1,000.00
101-101-946.000	ENGINEERING SERVICES	13,259.36	15,000.00	15,000.00	15,000.00
Totals for dept 101 - LEGISLATIVE-TWSP BOAI		87,994.78	162,560.00	120,913.00	160,570.00



## **SUPERVISOR**

### **171**

**703.000 Supervisor Wages** These are the wages for the Township Supervisor. See notes per 101.736.000. Additional funds have been budgeted, contingent upon Board approval.

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

**915.000 Dues** are for the State Supervisor's organization.

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

## BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP

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Fund: 101 GENERAL FUND

ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 171 - SUPERVISOR					
101-171-703.000	SALARY	33,268.17	35,000.00	35,538.00	37,460.00
101-171-709.000	FICA	2,062.59	2,200.00	2,220.00	2,330.00
101-171-711.000	MEDICARE	482.41	510.00	520.00	550.00
101-171-716.000	DC PENSION	3,305.76	3,500.00	3,551.00	3,750.00
101-171-716.100	PENSION FEES	36.00	200.00	200.00	200.00
101-171-727.000	LIFE INSURANCE	61.56	70.00	70.00	70.00
101-171-752.000	SUPPLIES	0.00	200.00	200.00	200.00
101-171-845.000	WORKERS'COMP	64.07	90.00	90.00	90.00
101-171-861.000	MILEAGE/TRAVEL	0.00	200.00	200.00	200.00
101-171-910.000	EDUCATION	0.00	600.00	600.00	600.00
101-171-915.000	DUES	0.00	200.00	200.00	200.00
101-171-941.000	CONTINGENCIES	0.00	500.00	500.00	500.00
101-171-970.000	CAPITAL OUTLAY	2,029.60	0.00	0.00	2,100.00
Totals for dept 171 - SUPERVISOR		41,310.16	43,270.00	43,889.00	48,250.00

## ADMINISTRATION 172

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

**702.000 Hourly Full-Time** This is the line item for the Assistant to the Township Manager. The receptionist (60%) is in this budget line and to the Assessing Department (40%). See notes per 101.736.000. Additional funds have been budgeted, contingent upon Board approval.

**703.000 Salary Full-Time** This is the salary line item for the Township Manager. See notes per 101.736.000. Additional funds have been budgeted, contingent upon Board approval.

**704.000 Hourly Part-Time.** Limited funds remain budgeted to cover peak hours, peak days, peak seasons and/or vacations. Additional funds have been budgeted, contingent upon Board approval.

**716.000 & 717.000 Pension** The Manager participates in the townships defined contribution plan and the employer cost is allocated here. Assistant to Manager and Receptionist contribution to MERS defined benefit plan is allocated here.

**718.000 Health Insurance** This is the employer contribution for health insurance which is offered to all full-time employees. This line item reflects the current policy adopted by the Township Board. The budget reflects a 3% increase. Any increase beyond this would be absorbed through either a plan change and / or reduction in HSA.

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

**732.000 HCSP** Effective April 1, 2020, the Township established a Health Care Savings Plan for full time employees through MERS. This is a defined contribution plan with required employee participation.

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

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

**915.000 Dues** are for professional organizations, such as ICMA and MME.

**941.000 Contingencies** This is for unanticipated expenses.

**970.000 Capital Outlay** for office equipment as needed.

## BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP

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Fund: 101 GENERAL FUND

ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 172 - ADMINISTRATION-MANAGER					
101-172-702.000	HOURLY FULL TIME	83,552.94	88,000.00	92,336.00	95,180.00
101-172-703.000	SALARY	121,381.80	128,000.00	131,575.00	138,710.00
101-172-704.000	HOURLY PART TIME	0.00	1,000.00	1,000.00	1,000.00
101-172-709.000	FICA	12,904.36	13,700.00	14,168.00	14,860.00
101-172-711.000	MEDICARE	3,017.90	3,200.00	3,315.00	3,480.00
101-172-712.000	PAYMENT IN LIEU OF HEALTH	3,200.00	4,800.00	4,800.00	4,800.00
101-172-713.000	OVERTIME	0.00	0.00	0.00	1,000.00
101-172-716.000	DC PENSION	12,058.01	12,770.00	13,090.00	14,180.00
101-172-717.000	DB PENSION	5,403.46	7,230.00	8,172.00	8,540.00
101-172-718.000	HOSPITALIZATION INSURANCE	4,806.96	4,972.00	5,176.54	5,410.00
101-172-727.000	LIFE INSURANCE	639.60	672.00	672.00	680.00
101-172-728.000	HSA	1,644.84	1,800.00	1,800.00	1,220.00
101-172-729.000	DISABILITY INS	2,851.43	2,994.00	2,994.00	3,210.00
101-172-732.000	HEALTH CARE SAVINGS PLAN	6,539.32	17,600.00	18,706.46	16,450.00
101-172-752.000	SUPPLIES	1,758.62	500.00	800.00	500.00
101-172-808.000	CONSULTING	394.00	2,000.00	2,000.00	2,000.00
101-172-845.000	WORKERS'COMP	736.76	1,000.00	1,000.00	1,080.00
101-172-851.000	POSTAGE	101.90	600.00	600.00	600.00
101-172-861.000	MILEAGE/TRAVEL	141.51	1,000.00	1,050.00	1,000.00
101-172-910.000	EDUCATION	2,293.31	4,000.00	3,650.00	4,000.00
101-172-915.000	DUES	1,116.50	2,400.00	2,400.00	2,400.00
101-172-941.000	CONTINGENCIES	0.00	1,000.00	1,000.00	1,000.00
101-172-970.000	CAPITAL OUTLAY	0.00	2,000.00	2,000.00	1,200.00
Totals for dept 172 - ADMINISTRATION-MANAGER		264,543.22	301,238.00	312,305.00	322,500.00



## Clerk 215

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

**702.000 Hourly full-time Wages** for full-time accountant and full-time clerk assistant. The Assessing Clerk became a full-time position by Board action on February 3, 2020 and is budgeted here as 90% Assessing and 10% Clerk for FY 23/24 due to it not being a major election year with one Special Election planned for May and a Presidential Primary scheduled for February. A year end budget amendment should be expected to allocate dollars as actual staffing dictated. See notes per 101.736.000

**703.000 Salary** This is where the wages for the Clerk are listed; time is split between Elections (262) and Clerk (215) and varies from year to year depending on the projected election activities. See notes per 101.736.000.

**704.000 Hourly part-time** This is where the wages for the Deputy are listed; time is split between Elections (262) and Clerk (215) and varies from year to year depending on the projected election activities. This is an approved full-time position and is budgeted full time but currently staffed part-time. This is due to the retirement of the previous deputy clerk and shifting of responsibilities. The Deputy Clerk is primarily responsible for election coordination and their work schedule ramps up during elections. See notes per 101.736.000.

**717.000 Pension DB** The amount reflects the percentage break-down between Elections (262) and Clerk (215) for the upcoming fiscal year. Costs include the employer portion of the MERS contribution for full-time employees in the Defined Benefit Division Plan(s) and an additional 4% of funding in the Full Time General Employees Division. This is to help offset future pension costs; meet actuarial projections. All MERS plans require employee participation.

**718.000 Hospitalization** This amount reflects the split between Elections (262) and Clerk (215) for eligible employees.

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

**732.000 HCSP** Effective April 1, 2020, the Township established a Health Care Savings Plan for full time employees through MERS. This is a defined contribution plan with required employee participation.

**752.000 Supplies** Are for miscellaneous supplies related to Clerks Department.

**754.000 Small Equipment Expense** Includes monies for office equipment such as labelers, digital recorder and supplies, calculator adding machine, etc.

**807.000 Audit Services** Is the line item for the money allocated for the audit of the clerk's books and is shared between the clerk, treasurer, sewer fund. This line item reflects the clerk's portion of that expense.

**851.000 Postage** For miscellaneous mailings.

**856.000 Record Retention Services** Covers costs for record storage, retrieval, and destruction. We have implemented a regular purging and destruction schedule to assist us with maintaining proper records and purchase plastic-type boxes for permanent records instead of the paper banker boxes. Currently, some records are securely stored off site at another Township owned building. No monies have been included for rental of storage space or renovations of existing space but it might have to be considered in the future.

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

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

**900.200 Newsletter** Covers cost of printing two newsletters per year to be mailed with the summer/winter taxes. A postage line item has been put into the Legislative Board Department in case the newsletter causes the tax mailing costs to increase. The mailing costs are only affected if the postage cost exceeds the standard mail cost for the tax bill alone.

**910.000 Education** Training and education plans include work related education in the areas of Record Retention, FOIA clerking, records, and applicable software training and user groups, and attendance at the annual Michigan Association of Municipal Clerks conference, International Institute of Municipal Clerks, MI Government Finance Officers Association and Regional meetings.

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

**941.000 Contingencies**

**970.000 Capital Outlay** Various capital outlay items to improve the efficiency and operation of the Clerk's office as needed. One major expense will be replacing the printer/copier.

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 101 GENERAL FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 215 - TOWNSHIP CLERK					
101-215-702.000	HOURLY FULL TIME	100,594.46	119,800.00	129,249.00	123,050.00
101-215-703.000	SALARY	63,409.98	62,550.00	64,445.00	72,460.00
101-215-704.000	HOURLY PART TIME	20,246.67	19,250.00	19,355.00	27,690.00
101-215-709.000	FICA	11,675.63	12,350.00	13,236.00	13,900.00
101-215-711.000	MEDICARE	2,730.60	2,900.00	3,167.00	3,260.00
101-215-712.000	PAYMENT IN LIEU OF HEALTH	33.87	0.00	0.00	0.00
101-215-713.000	OVERTIME	0.00	0.00	0.00	1,000.00
101-215-717.000	DB PENSION	20,691.77	30,150.00	30,271.00	36,280.00
101-215-718.000	HOSPITALIZATION INSURANCE	49,913.43	49,050.00	51,483.16	56,120.00
101-215-727.000	LIFE INSURANCE	688.80	750.00	750.00	730.00
101-215-728.000	HSA	9,907.42	10,450.00	10,450.00	7,510.00
101-215-729.000	DISABILITY INS	1,571.28	1,750.00	1,750.00	1,930.00
101-215-732.000	HEALTH CARE SAVINGS PLAN	3,273.41	12,800.00	16,448.84	13,760.00
101-215-752.000	SUPPLIES	1,007.29	1,000.00	1,300.00	1,300.00
101-215-754.000	SMALL EQUIPMENT EXPENSE	329.99	150.00	150.00	300.00
101-215-807.000	AUDIT SERVICES	9,320.00	9,600.00	9,600.00	9,600.00
101-215-845.000	WORKERS'COMP	560.58	775.00	775.00	860.00
101-215-851.000	POSTAGE	65.89	300.00	300.00	300.00
101-215-856.000	RECORD RETENTION SERVICES	6,041.79	3,000.00	3,000.00	3,000.00
101-215-861.000	MILEAGE/TRAVEL	724.08	1,500.00	1,500.00	1,000.00
101-215-900.000	PRINTING & PUBLISHING	0.00	400.00	400.00	300.00
101-215-900.200	NEWSLETTER	3,628.75	4,000.00	5,200.00	6,000.00
101-215-910.000	EDUCATION	5,629.52	4,000.00	2,500.00	2,500.00
101-215-915.000	DUES	510.50	1,000.00	1,000.00	1,000.00
101-215-941.000	CONTINGENCIES	0.00	300.00	300.00	300.00
101-215-970.000	CAPITAL OUTLAY	0.00	500.00	500.00	8,000.00
Totals for dept 215 - TOWNSHIP CLERK		312,555.71	348,325.00	367,130.00	392,150.00

## **Treasurer 253**

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

**702.000 Hourly Full Time.** This is for the full-time employees (Deputy and Clerical staff) that work in the Treasurer's office. This position became full-time in FY 2017-18.

**703.000 Salary-Elected** Full-time salary of the Treasurer. See notes per 101.736.000. Additional funds have been budgeted, contingent upon Board approval.

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

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

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

**732.000 HCSP** Effective April 1, 2020, the Township established a Health Care Savings Plan for full time employees through MERS. This is a defined contribution plan with required employee participation.

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

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

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

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

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

**970.000 Capital Outlay** – for office equipment as needed.



## BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP

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Fund: 101 GENERAL FUND

ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 253 - TREASURER					
101-253-702.000	HOURLY FULL TIME	100,128.15	108,350.00	108,581.00	104,260.00
101-253-703.000	SALARY	79,262.40	83,400.00	86,504.00	90,580.00
101-253-704.000	HOURLY PART TIME	0.00	1,000.00	1,000.00	0.00
101-253-709.000	FICA	11,556.44	12,075.00	12,089.00	12,250.00
101-253-711.000	MEDICARE	2,789.12	2,850.00	2,853.00	2,870.00
101-253-712.000	PAYMENT IN LIEU OF HEALTH	3,166.67	3,000.00	3,000.00	3,000.00
101-253-713.000	OVERTIME	0.00	0.00	0.00	1,000.00
101-253-717.000	DB PENSION	20,163.17	29,000.00	29,020.00	16,370.00
101-253-718.000	HOSPITALIZATION INSURANCE	23,024.00	31,600.00	31,600.00	42,450.00
101-253-727.000	LIFE INSURANCE	651.96	700.00	700.00	690.00
101-253-728.000	HSA	3,122.74	8,200.00	8,200.00	5,560.00
101-253-729.000	DISABILITY INS	1,496.16	1,580.00	1,580.00	1,740.00
101-253-732.000	HEALTH CARE SAVINGS PLAN	3,669.34	13,450.00	13,467.00	13,620.00
101-253-752.000	SUPPLIES	593.50	1,500.00	1,500.00	1,500.00
101-253-752.250	PROPERTY TAX FORMS	4,426.23	5,100.00	5,100.00	6,120.00
101-253-754.000	SMALL EQUIPMENT EXPENSE	344.37	500.00	500.00	600.00
101-253-807.000	AUDIT SERVICES	9,320.00	9,600.00	9,600.00	9,600.00
101-253-808.000	CONSULTING	0.00	250.00	250.00	250.00
101-253-809.000	BANK FEES	0.00	500.00	500.00	500.00
101-253-845.000	WORKERS' COMP	520.54	700.00	700.00	700.00
101-253-851.000	POSTAGE	8,815.77	11,000.00	11,500.00	13,000.00
101-253-861.000	MILEAGE/TRAVEL	0.00	500.00	500.00	500.00
101-253-910.000	EDUCATION	1,223.00	4,000.00	3,400.00	4,000.00
101-253-915.000	DUES	235.00	500.00	600.00	500.00
101-253-941.000	CONTINGENCIES	0.00	500.00	500.00	500.00
101-253-970.000	CAPITAL OUTLAY	1,024.94	2,500.00	2,500.00	2,500.00
Totals for dept 253 - TREASURER		275,533.50	332,355.00	335,744.00	334,660.00

## ASSESSING

257

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

**702.000 Hourly Full Time** includes the wages for the Assistant Assessor and 40% of Receptionist. See notes per 101.736.000. Additional funds have been budgeted, contingent upon Board approval. The Assessing Clerk had been working 3 days per week but became a full-time position by Board action on February 3, 2020 and is budgeted at 90% Assessing and 10% Clerk for FY 23/24 due to minor anticipated elections. This cost share will fluctuate year to year to coincide with heavy election years. A year end budget amendment should be expected to allocate dollars as actual staffing dictated.

**703.000 Salary Non – Elected** includes the salary for the Assessor position only See notes per 101.736.000. Additional funds have been budgeted, contingent upon Board approval.

**704.000 Hourly part-time** – None budget in FY 20/21.

**712.000 Payment in Lieu of Health Ins.** The Township offers a cash incentive for employees to take health insurance through their spouse's employer if offered.

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

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

**725.000 Per Diem Comp.** Is compensation paid to Board of Review members

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

**732.000 HCSP** Effective April 1, 2020, the Township established a Health Care Savings Plan for full time employees through MERS. This is a defined contribution plan with required employee participation.

**752.000 Supplies** include miscellaneous office supplies.

**754.000 Small Equipment Expense** Pivot Pay annual maintenance and cellular data plan.

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

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

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

**915.000 Dues.** This is for membership in professional Assessor organizations.

**970.000 Capital Outlay** Printer Replacement.

Per the I.T. consultant inventory and replacement prioritization. I.T. related expenses (monitors and work stations) will be charged in 101.271.970.000.

Note: In December 2020, The Township Board entered into a Designated Assessor Interlocal Agreement with Livingston County pursuant to PA 660 of 2018. No costs for this agreement are budgeted as costs would only be incurred if the Township were AMAR non-compliant and non-responsive.

## BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP

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Fund: 101 GENERAL FUND

ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 257 - ASSESSOR					
101-257-702.000	HOURLY FULL TIME	115,157.15	105,500.00	100,891.00	129,690.00
101-257-703.000	SALARY	84,970.19	89,500.00	92,823.00	97,100.00
101-257-709.000	FICA	12,476.18	12,500.00	12,529.00	14,200.00
101-257-711.000	MEDICARE	2,814.06	2,850.00	3,038.00	3,330.00
101-257-712.000	PAYMENT IN LIEU OF HEALTH	1,104.85	1,200.00	1,200.00	1,200.00
101-257-713.000	OVERTIME	0.00	0.00	0.00	1,000.00
101-257-717.000	DB PENSION	24,818.15	35,500.00	35,622.00	44,500.00
101-257-718.000	HOSPITALIZATION INSURANCE	43,317.78	44,000.00	46,238.87	48,630.00
101-257-725.000	PER DIEM COMP	1,990.00	4,000.00	4,000.00	4,000.00
101-257-727.000	LIFE INSURANCE	811.80	800.00	800.00	860.00
101-257-728.000	HSA	8,974.92	9,200.00	9,200.00	8,060.00
101-257-729.000	DISABILITY INS	2,896.57	2,950.00	2,950.00	3,560.00
101-257-732.000	HEALTH CARE SAVINGS PLAN	4,242.50	13,700.00	12,192.13	15,950.00
101-257-752.000	SUPPLIES	760.39	1,500.00	1,500.00	1,500.00
101-257-754.000	SMALL EQUIPMENT EXPENSE	3,215.00	4,000.00	4,000.00	4,000.00
101-257-845.000	WORKERS' COMP	1,130.31	1,350.00	1,350.00	1,990.00
101-257-850.000	TELEPHONE	0.00	960.00	960.00	960.00
101-257-851.000	POSTAGE	4,509.28	5,400.00	5,400.00	5,400.00
101-257-861.000	MILEAGE/TRAVEL	0.00	200.00	200.00	200.00
101-257-900.000	PRINTING & PUBLISHING	1,733.91	2,800.00	2,800.00	2,800.00
101-257-910.000	EDUCATION	2,341.70	3,500.00	3,500.00	3,500.00
101-257-915.000	DUES	430.00	1,300.00	1,300.00	1,300.00
101-257-941.000	CONTINGENCIES	0.00	500.00	500.00	500.00
101-257-970.000	CAPITAL OUTLAY	0.00	2,000.00	2,000.00	2,000.00
Totals for dept 257 - ASSESSOR		317,694.74	345,210.00	344,994.00	396,230.00

## ELECTIONS 262

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

We have budgeted for two elections in FY' 2023-24. May Special Election for Hartland Consolidated Schools and February 2024 Presidential Primary. Revenues include reimbursement for conducting both elections.

**702.000 Hourly full-time** This is time that the accountant and clerk assistant spend on elections. Their time is split between Elections (262) and Clerk (215) and varies from year to year depending on the projected election activities. This is an approved full-time position and is budgeted full time but currently staffed part-time. This is due to the retirement of the previous deputy clerk and shifting of responsibilities. See notes per 101.736.000.

**703.000 Salary** This is where the wages for the Clerk are listed; time is split between Elections (262) and Clerk (215) and varies from year to year depending on the projected election activities.

**704.000 Hourly part-time** Wages for the Deputy Clerk and additional support staff during peak election times if needed.

**717.000 Pension DB** The amount reflects the percentage break-down between Elections (262) and Clerk (215) for the upcoming fiscal year. Costs include the employer portion of the MERS contribution for full-time employees in the Defined Benefit Division Plan(s) and an additional 4% of funding in the Full Time General Employees Division. This is to help offset future pension costs and meet actuarial projections. All MERS plans require employee participation.

**718.000 Hospitalization Insurance** This amount reflects the split between Elections (262) and Clerk (215) for eligible employees.



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

**732.000 HCSP** – Effective April 1, 2020, the Township established a Health Care Savings Plan for full time employees through MERS. This is a defined contribution plan with required employee participation.

**734.000 Election worker** covers the cost of the poll workers for work done leading up to, after, and on Election Day. This also covers activities and training leading up to election. All election workers have to be recertified and trained every two years and this will occur again in FY'2024-25.

**752.000 Supplies** are for miscellaneous supplies related to elections (voter registration cards, master cards, AV applications, AV envelopes, precinct supplies, etc.). Health related supplies to keep AV counting boards, precincts workers and voters protected from the transfer of illnesses and other health concerns.

**754.000 Small equipment expense** includes monies for small equipment needs.

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

**851.000 Postage** for miscellaneous election related mail and mailing each voter a new voter ID card (requirement due to redistricting).

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

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

**910.000 Education** Training and education plans include work related education. MI Election law requires the new clerk and deputy to be certified in election administration prior to administering an election. Inspector certification takes place every two (2) years. Also covers cost for training/conferences for CERA Certification (Certified Elections Registration Administrator).

**915.000 Dues** — Membership and subscription costs to various professional organizations (LCMCA, MAMC, IIMC, MGFOA, ARMA, NAEIO, etc.)

**931.000 Equipment Maintenance & Repair** This is for the election equipment maintenance. The election equipment maintenance is now paid year by year. We must start paying for yearly maintenance on each initial machine purchased. This does not include the High Speed Tabulator as that is still under warranty.

**940.000 Equipment Rental** In the past we would rent a truck for the delivery and tear-down of election equipment in the precincts outside of township hall. Recently, we have started using the maintenance trailer. I recommend keeping this money available as a backup to the trailer if needed.

**941.000 Contingencies**

**970.000 Capital Outlay** Monies to replace QVF scanners, tabulators, faulty modems, electronic poll books, replacement of damaged voting booths and any other outdated election equipment. Replacement voting booths have been purchased each year and a larger amount would be purchased this year to remove broken booths from our inventory.

**Note:** There are no line-item allowances for computer support services or telephone because these items are currently allocated to the 271 department. There are some costs directly associated with elections for these activities that the board may want to consider including in the elections department budget versus the 271 department.

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 101 GENERAL FUND

Page: 9/24

ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
<b>APPROPRIATIONS</b>					
<b>Dept 262 - ELECTIONS</b>					
101-262-702.000	HOURLY FULL TIME	6,303.26	25,000.00	25,048.00	10,890.00
101-262-703.000	SALARY	15,852.42	20,900.00	21,927.00	18,120.00
101-262-704.000	HOURLY PART TIME	19,278.39	19,500.00	37,858.00	41,530.00
101-262-709.000	FICA	2,568.88	4,000.00	5,723.00	4,440.00
101-262-711.000	MEDICARE	600.71	950.00	1,279.00	1,040.00
101-262-713.000	OVERTIME	0.00	0.00	0.00	1,000.00
101-262-717.000	DB PENSION	1,594.44	3,050.00	3,620.00	2,940.00
101-262-718.000	HOSPITALIZATION INSURANCE	7,853.85	13,400.00	13,400.00	8,760.00
101-262-727.000	LIFE INSURANCE	135.36	210.00	210.00	150.00
101-262-728.000	HSA	1,498.92	2,700.00	2,700.00	1,120.00
101-262-729.000	DISABILITY INS	127.08	270.00	270.00	160.00
101-262-732.000	HEALTH CARE SAVINGS PLAN	420.83	2,750.00	2,990.00	2,110.00
101-262-734.000	ELECTION WORKER	0.00	48,810.00	28,810.00	25,000.00
101-262-752.000	SUPPLIES	244.81	12,000.00	14,100.00	18,000.00
101-262-754.000	SMALL EQUIPMENT EXPENSE	0.00	950.00	950.00	500.00
101-262-808.100	CONSULTING-ACCURACY TESTII	0.00	21,000.00	21,000.00	14,000.00
101-262-845.000	WORKERS'COMP	136.14	250.00	250.00	290.00
101-262-851.000	POSTAGE	684.21	20,300.00	21,300.00	20,000.00
101-262-856.000	RECORD RETENTION SERVICES	0.00	3,000.00	2,000.00	3,000.00
101-262-861.000	MILEAGE/TRAVEL	0.00	1,700.00	1,700.00	1,500.00
101-262-900.000	PRINTING & PUBLISHING	0.00	1,000.00	1,000.00	500.00
101-262-900.200	NEWSLETTER	0.00	4,000.00	4,000.00	2,000.00
101-262-910.000	EDUCATION	1,286.52	5,000.00	2,900.00	5,000.00
101-262-915.000	DUES	283.00	1,400.00	1,400.00	1,000.00
101-262-931.000	EQUIPMENT MAINTENANCE & R	0.00	35,000.00	35,000.00	9,000.00
101-262-940.000	EQUIPMENT RENTAL	0.00	500.00	500.00	500.00
101-262-941.000	CONTINGENCIES	0.00	800.00	800.00	500.00
101-262-970.000	CAPITAL OUTLAY	4,896.87	110,500.00	107,674.00	15,000.00
101-262-986.000	CAPITAL IMPROVEMENTS	0.00	0.00	2,826.00	0.00
Totals for dept 262 - ELECTIONS		63,765.69	358,940.00	361,235.00	208,050.00

## **TOWNSHIP HALL AND GROUNDS**

### **265**

**702.000 Hourly Full Time** includes the costs for a proposed building and grounds laborer. This position was newly created in FY 21-22. All costs are depicted here but if approved actual expenses would be charged to the respective department. Also, given the current labor market volatility staffing this position versus contracted services may necessitate budget amendments to balance out the actual allocation of costs.

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

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

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

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

**925.000 – Water / Sewer Fee** –The Township has periodically been responsible for SAD related expenses (e.g., lighting) for Township owned properties. None are anticipated at this time.

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

**927.000 Utilities** include electricity for lights, heating and cooling.

**929.000 Grounds Maintenance and Repair** In 2022, the Township brought these functions in-house.

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

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

**941.000 Contingencies** These are funds used to offset any unanticipated expenses.

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

**977.000 Capital Outlay Equipment** Is for the purchase of equipment that may be needed by the Township in the next fiscal year. Various pieces of equipment to be used by the Public Service Worker and stored at the Weber Street Property.

**986.000 Capital Improvements** Potential expenses include: In January 2023, BAFA vacated the Township building on Weber and moved in to their new station. Costs in this line are associated with outfitting the old fire station to accommodate public works operations.

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 101 GENERAL FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 265 - TOWNSHIP HALL/GROUNDS					
101-265-702.000	HOURLY FULL TIME	5,284.64	50,000.00	50,075.00	55,940.00
101-265-704.000	HOURLY PART TIME	0.00	0.00	0.00	5,000.00
101-265-709.000	FICA	327.65	3,000.00	3,107.00	3,840.00
101-265-711.000	MEDICARE	76.63	700.00	733.00	900.00
101-265-713.000	OVERTIME	0.00	0.00	0.00	1,000.00
101-265-717.000	DB PENSION	344.02	3,682.00	4,030.00	4,960.00
101-265-718.000	HOSPITALIZATION INSURANCE	0.00	20,000.00	20,000.00	21,880.00
101-265-727.000	LIFE INSURANCE	26.65	300.00	300.00	260.00
101-265-728.000	HSA	0.00	4,000.00	4,000.00	2,780.00
101-265-729.000	DISABILITY INS	0.00	800.00	800.00	830.00
101-265-732.000	HEALTH CARE SAVINGS PLAN	105.69	3,600.00	3,614.00	3,990.00
101-265-752.000	SUPPLIES	13,277.35	14,000.00	14,000.00	14,000.00
101-265-752.999	SUPPLIES	0.00	0.00	1,900.00	0.00
101-265-754.000	SMALL EQUIPMENT EXPENSE	282.88	1,000.00	1,000.00	1,000.00
101-265-759.000	GAS AND OIL	0.00	0.00	4,100.00	4,500.00
101-265-804.000	CONTRACTED SERVICES	1,571.65	4,300.00	4,300.00	4,500.00
101-265-808.000	CONSULTING	0.00	6,000.00	0.00	6,000.00
101-265-845.000	WORKERS'COMP	272.28	400.00	400.00	2,640.00
101-265-851.000	POSTAGE	106.47	1,300.00	1,300.00	1,300.00
101-265-925.999	WATER/SEWER FEE	0.00	0.00	200.00	0.00
101-265-926.000	STREET LIGHTING	8,738.54	10,200.00	10,000.00	12,240.00
101-265-927.000	UTILITIES	16,577.13	18,000.00	18,000.00	21,600.00
101-265-927.999	UTILITIES	0.00	0.00	600.00	0.00
101-265-929.000	GROUNDS MAINTENANCE & REPAIRS	27,413.46	18,000.00	14,000.00	19,000.00
101-265-930.000	BUILDING MAINTENANCE & REPAIRS	27,149.61	23,000.00	23,000.00	24,000.00
101-265-930.999	BUILDING MAINTENANCE & REPAIRS	0.00	0.00	4,000.00	0.00
101-265-931.000	EQUIPMENT MAINTENANCE & REPAIRS	7,853.16	15,000.00	15,000.00	19,000.00
101-265-941.000	CONTINGENCIES	0.00	500.00	500.00	500.00
101-265-956.000	DRAIN ASSESSMENT/PRPTY TAXES	0.00	1,000.00	1,000.00	1,000.00
101-265-962.000	PERMIT FEES	500.00	0.00	0.00	500.00
101-265-965.000	CHARGEBACK TAXES	4,912.34	10,000.00	9,400.00	10,000.00
101-265-977.000	CAPITAL OUTLAY- EQUIPMENT	0.00	1,000.00	11,200.00	91,625.00
101-265-977.999	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	2,510.00	0.00
101-265-986.000	CAPITAL IMPROVEMENTS	49,166.43	262,000.00	249,290.00	80,000.00
Totals for dept 265 - TOWNSHIP HALL/GROUNDS		163,986.58	471,782.00	472,359.00	414,785.00

## OTHER CHARGES AND SERVICES

### 271

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

**717.000 PENSION** The Township Board has taken active steps to ensure that the system is 100% funded. The system is

- 118% funded at the 7% rate of return assumption.
- 104% funded at the 6% rate of return assumption.
- 91% funded at the 5% rate of return assumption.

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

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

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

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

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

**850.000 Telephone** These are expenses for telephone and maintenance services.

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

**932.000 Vehicle Repairs** This is a General Fund expense that all departments have access to with the primary users being Assessing and Code Enforcement.

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

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

**940.000 Equipment Rental.** Lease on the postage machine.

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

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

**970.000 Capital Outlay** – Projects include: Replacement of computer workstations and/or servers based upon VC3 inventory report, BS&A Financial software, and Cybersecurity.



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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 271 - OTHER	CHARGES & SERVICES				
101-271-717.000	DB PENSION	225,000.00	486,000.00	484,200.00	0.00
101-271-754.000	SMALL EQUIPMENT EXPENSE	0.00	500.00	500.00	500.00
101-271-759.000	GAS AND OIL	1,201.57	4,500.00	4,500.00	8,500.00
101-271-804.000	CONTRACTED SERVICES	29,808.37	36,000.00	36,000.00	47,000.00
101-271-804.800	CONTRACTED SERVICES-MSP	9,895.96	12,000.00	12,000.00	12,000.00
101-271-827.000	LEGAL	57,250.84	85,000.00	74,500.00	85,000.00
101-271-846.000	IDENTITY THEFT INSURANCE	841.75	800.00	800.00	800.00
101-271-850.000	TELEPHONE	3,252.81	4,200.00	4,200.00	4,200.00
101-271-931.000	EQUIPMENT MAINTENANCE & R	8,286.64	8,000.00	8,500.00	8,000.00
101-271-932.000	VEHICLE MAINTENANCE & REP	571.25	3,000.00	3,100.00	4,500.00
101-271-933.000	COMPUTER SUPPORT SERVICES	17,055.21	23,000.00	23,000.00	24,000.00
101-271-937.000	LIABILITY INSURANCE	30,387.16	31,000.00	32,200.00	40,000.00
101-271-937.002	LIABILITY INSURANCE- DEDU	0.00	0.00	10,500.00	0.00
101-271-940.000	EQUIPMENT RENTAL	1,740.72	2,000.00	2,000.00	2,000.00
101-271-941.000	CONTINGENCIES	0.00	500.00	500.00	500.00
101-271-951.000	LEASE-BACK MSP/DIETZ	137,484.00	137,500.00	137,500.00	137,500.00
101-271-970.000	CAPITAL OUTLAY	70,885.62	45,000.00	45,000.00	45,000.00
Totals for dept 271 - OTHER CHARGES & SERV:		593,661.90	879,000.00	879,000.00	419,500.00

## CONTINGENT LIABILITY

### 272

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

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 272 - CONTINGENCY					
101-272-827.200	CONT LIABILITY-TAX APPEAL:	0.00	10,000.00	10,000.00	10,000.00
Totals for dept 272 - CONTINGENCY		0.00	10,000.00	10,000.00	10,000.00

## **FIRE DEPARTMENT 336**

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

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

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

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

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

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

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

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

**986.000 Capital Improvements**

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 336 - FIRE DEPARTMENT					
101-336-804.700	CONTRACTED SERVICES- BAFA	7,215.74	17,500.00	17,500.00	17,500.00
101-336-808.000	CONSULTING	0.00	6,000.00	6,000.00	6,000.00
101-336-925.000	WATER /SEWER FEE	106.00	1,200.00	1,200.00	1,200.00
101-336-926.000	STREET LIGHTING	518.57	400.00	600.00	500.00
101-336-929.000	GROUNDS MAINTENANCE & REP.	1,522.20	10,000.00	9,800.00	10,000.00
101-336-930.000	BUILDING MAINTENANCE & RE	1,843.14	7,000.00	7,000.00	7,000.00
101-336-931.000	EQUIPMENT MAINTENANCE & R	0.00	0.00	100.00	0.00
101-336-956.000	DRAIN ASSESSMENT/PRPTY TA	0.00	10,000.00	9,900.00	10,000.00
101-336-970.000	CAPITAL OUTLAY	30.00	200,000.00	205,090.00	40,000.00
101-336-986.000	CAPITAL IMPROVEMENTS	10,770.84	0.00	5,090.00	5,000.00
Totals for dept 336 - FIRE DEPARTMENT		22,006.49	252,100.00	262,280.00	97,200.00

## **CODE ENFORCEMENT 412**

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

**703.000 Salary-Not Elected** - The Township Planner has a portion of their wages charged here (82.5% in the Planning Department and the remaining 17.5% is split with 10% budgeted under code enforcement and 7.5% budgeted under liquor enforcement). See notes per 101.736.000.

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

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

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

**732.000 HCSP** Effective April 1, 2020, the Township established a Health Care Savings Plan for full time employees through MERS. This is a defined contribution plan with required employee participation.

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

**970.000 Capital Outlay** None are budgeted.

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 412 - CODE ENFORCEMENT					
101-412-703.000	SALARY	8,183.63	8,620.00	8,937.00	9,360.00
101-412-709.000	FICA	507.37	540.00	559.00	580.00
101-412-711.000	MEDICARE	118.65	130.00	135.00	140.00
101-412-717.000	DB PENSION	1,671.71	2,600.00	2,612.00	3,180.00
101-412-718.000	HOSPITALIZATION INSURANCE	1,961.24	2,070.00	2,078.99	2,190.00
101-412-727.000	LIFE INSURANCE	24.60	30.00	30.00	30.00
101-412-728.000	HSA	374.72	420.00	420.00	280.00
101-412-729.000	DISABILITY INS	119.40	130.00	130.00	150.00
101-412-732.000	HEALTH CARE SAVINGS PLAN	263.46	620.00	769.01	660.00
101-412-752.000	SUPPLIES	0.00	0.00	0.00	100.00
101-412-845.000	WORKERS'COMP	48.05	70.00	70.00	130.00
101-412-941.000	CONTINGENCIES	0.00	500.00	500.00	500.00
Totals for dept 412 - CODE ENFORCEMENT		13,272.83	15,730.00	16,241.00	17,300.00

## **EMERGENCY PREPAREDNESS**

### **425**

**927.000 Utilities** this line item is for the electrical cost of operating the Township's eight (8) emergency sirens.

**934.100 Tornado Siren Repair/Maintenance** is for annual maintenance for the sirens installed in 2010 and 2011. Annual maintenance and battery replacement costs are budgeted here.



## BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 425 - EMERGENCY PREPAREDNESS					
101-425-927.000	UTILITIES	508.72	500.00	500.00	600.00
101-425-934.100	TORNADO SIREN REPAIR	0.00	8,000.00	8,000.00	8,000.00
Totals for dept 425 - EMERGENCY PREPAREDNESS		508.72	8,500.00	8,500.00	8,600.00

## **DRAINS 445**

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

**804.000 Contracted Services** is for a contract the Livingston County Drain Commission to help with the education component of Phase II Storm Water regulations. It also includes the "participation" fee in the local watershed council. On February 24, 2020 the Board approved a five-year agreement with LCDC with an annual estimate of \$44,037. This maximum figure is shared by all participating agencies. Brighton Township would be responsible for five percent of that \$44,037 or \$2,201 each year.

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

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

The Livingston County Drain Commission has informed the Township that the Board of Determination has found that maintenance and improvement were necessary for the Brighton No. 4 County Drain. The total cost of this project is estimated upwards of \$1.2 million. The exact cost and Township share have yet to be determined. The LCDC had anticipated assessing this cost in FY21/22 but it now appears that it will take place in FY 23/24. This budget proposes paying the assessment in one lump sum.

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

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 445 - DRAINS					
101-445-804.000	CONTRACTED SERVICES	1,690.92	3,000.00	3,000.00	3,000.00
101-445-959.000	DRAIN AT LARGE	11,349.93	400,000.00	399,800.00	215,000.00
101-445-962.000	PERMIT FEES	142.40	500.00	700.00	500.00
Totals for dept 445 - DRAINS		13,183.25	403,500.00	403,500.00	218,500.00

## **ROADS 446**

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

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

**986.000 Capital Improvement** – The Livingston County Road Commission has conducted an annual Primary Pavement Preservation Program since FY 14-15. Costs incurred through the PPP Program and Gravel/Limestone application are now charged in Fund 442.

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 446 - ROADS					
101-446-928.000	DUST CONTROL	37,482.75	60,000.00	60,000.00	60,000.00
101-446-946.000	ENGINEERING SERVICES	0.00	5,000.00	5,000.00	5,000.00
Totals for dept 446 - ROADS		37,482.75	65,000.00	65,000.00	65,000.00

## **ENVIRONMENTAL 525**

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

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

**808.200 Consult-Collette Dump Monitoring** This is for professional services currently provided by WSP USA (formerly BCI-AMEC and Wood Environmental & Infrastructure Solutions). In 2016 the Township Board approved a three-year contract (through April 2019) with AMEC-Foster-Wheeler for the remaining years under the Consent Decree with the MDEQ. The Township has continued performing limited monitoring and sampling as our consultants make application to EGLE toward fulfillment of the Consent Decree.

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

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

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 525 - ENVIRONMENTAL					
101-525-804.000	CONTRACTED SERVICES	160.00	2,000.00	2,000.00	2,000.00
101-525-808.200	CONSULT-COLLETT DUMP MONI'	23,155.07	26,000.00	29,000.00	26,000.00
101-525-827.000	LEGAL	8,975.10	18,000.00	18,000.00	18,000.00
101-525-967.000	PROJECT COSTS	6,328.47	8,000.00	5,000.00	8,000.00
Totals for dept 525 - ENVIRONMENTAL		38,618.64	54,000.00	54,000.00	54,000.00

## **MUNICIPAL REFUSE COLLECTION**

### **528**

**853.000 Contracts.** This line item is for the cost of the annual large item drop off of bulk items. In FY 2019-20 the Township expanded collection opportunities for its residents by offering a second large item pick up and yard waste collection.



## BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 528 - MUNICIPAL REFUSE COLLECTION					
101-528-853.000	CONTRACTS	14,562.56	15,000.00	15,000.00	15,000.00
Totals for dept 528 - MUNICIPAL REFUSE COL		14,562.56	15,000.00	15,000.00	15,000.00

## **SEWER AND WATER**

### **536**

**725.000 Per Diem Compensation** is for the Utilities Committee.

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

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

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

**986.000 Capital Improvements** Funds for utility system expansion for neighborhoods that have recently expressed interest in utility services or partnering with the private sector for main extensions which would benefit the community at large are budgeted here.

**NOTE:** In 2021, the Township Board entered into a Development Agreement with Grand River Hilton Development toward the construction of 140 residential units. Per section Six of the Agreement, the Township is contributing \$125,000 toward the construction costs of installing a water main along Hilton Road to the project site. This contribution is by way of issuing a credit against the phase three payment of 48 Water REU due on December 31, 2023.

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 536 - SEWER AND WATER					
101-536-725.000	PER DIEM COMP	320.00	1,500.00	1,500.00	1,500.00
101-536-804.000	CONTRACTED SERVICES	0.00	5,000.00	5,000.00	5,000.00
101-536-827.000	LEGAL	1,069.50	10,000.00	10,000.00	10,000.00
101-536-941.000	CONTINGENCIES	0.00	500.00	500.00	500.00
101-536-945.100	ECONOMIC DEVELOPMENT-100	0.00	0.00	520,000.00	0.00
101-536-946.000	ENGINEERING SERVICES	0.00	10,000.00	10,000.00	10,000.00
Totals for dept 536 - SEWER AND WATER		1,389.50	27,000.00	547,000.00	27,000.00

## **CEMETERY**

### **567**

**929.000 Grounds Maintenance and Repair** is the mowing, spring and fall clean-up and snow removal. We only plow snow at the time of a funeral. In FY14-15 brush clearing was performed which may need to be budgeted for every few years. Budget amendment could be needed to reflect allocated costs for the Public Service Worker and contracted services.

**970.000 Capital Outlay** is for capital improvements that may be needed for the Township's three cemeteries.

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 567 - CEMETERY					
101-567-752.000	SUPPLIES	0.00	2,000.00	2,000.00	3,000.00
101-567-929.000	GROUNDS MAINTENANCE & REP:	19,439.97	7,000.00	7,000.00	7,000.00
101-567-970.000	CAPITAL OUTLAY	0.00	30,000.00	30,000.00	2,000.00
Totals for dept 567 - CEMETERY		19,439.97	39,000.00	39,000.00	12,000.00

## PLANNING DEPARTMENT BUDGET 701

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

**703.000 Salary-Not Elected** This is for 82.5% of the Township Planner's wages. The remaining 17.5% is split with 10% budgeted under code enforcement and 7.5% budgeted under liquor enforcement. See notes per 101.736.000.

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

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

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

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

**732.000 HCSP** Effective April 1, 2020, the Township established a Health Care Savings Plan for full time employees through MERS. This is a defined contribution plan with required employee participation.

**802.000 Contracted Special Projects** This line item is for special projects that the Township Board would like to investigate through consulting services. Now that the Master Plan has been updated any related special projects would be charged here.

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

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

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

**970.000 Capital Outlay** – None identified at this time.

## Fund: 101 GENERAL FUND

ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 701 - PLANNING					
101-701-703.000	SALARY	67,514.45	71,000.00	73,721.00	77,150.00
101-701-709.000	FICA	4,185.90	4,420.00	4,572.00	4,790.00
101-701-711.000	MEDICARE	978.80	1,050.00	1,073.00	1,120.00
101-701-717.000	DB PENSION	13,792.20	21,300.00	21,400.00	26,240.00
101-701-718.000	HOSPITALIZATION INSURANCE	16,180.45	17,000.00	17,151.73	18,050.00
101-701-725.000	PER DIEM COMP	8,200.00	11,000.00	11,000.00	11,000.00
101-701-727.000	LIFE INSURANCE	202.92	220.00	220.00	220.00
101-701-728.000	HSA	3,091.52	3,400.00	3,400.00	2,300.00
101-701-729.000	DISABILITY INS	985.20	1,040.00	1,040.00	1,210.00
101-701-732.000	HEALTH CARE SAVINGS PLAN	2,172.98	5,000.00	6,068.27	5,410.00
101-701-752.000	SUPPLIES	495.08	1,000.00	1,000.00	1,000.00
101-701-802.000	CONTRACTED-SPECIAL PROJEC	517.40	25,000.00	25,000.00	25,000.00
101-701-845.000	WORKERS'COMP	392.40	540.00	540.00	1,010.00
101-701-851.000	POSTAGE	279.08	2,000.00	2,000.00	2,000.00
101-701-861.000	MILEAGE/TRAVEL	0.00	200.00	200.00	200.00
101-701-900.000	PRINTING & PUBLISHING	3,812.57	3,500.00	4,000.00	3,500.00
101-701-900.990	PUBLISHING-REFUND/REIMBUR	490.00	0.00	0.00	0.00
101-701-910.000	EDUCATION	290.00	1,500.00	1,000.00	1,500.00
101-701-915.000	DUES	60.00	100.00	100.00	100.00
101-701-941.000	CONTINGENCIES	0.00	500.00	500.00	500.00
101-701-946.000	ENGINEERING SERVICES	46,803.45	45,000.00	45,000.00	45,000.00
101-701-970.000	CAPITAL OUTLAY	0.00	1,000.00	1,000.00	1,000.00
Totals for dept 701 - PLANNING		170,444.40	215,770.00	219,986.00	228,300.00



## **PARKS AND RECREATION**

### **751**

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

**804.010 Contracted Services / Capital Projects** – Brighton Township and Green Oak Township had each committed \$65,000 toward site improvements at Meijer Park in FY 20-21.

**804.900 Contracted Services** is for Hartland Senior Center.

**808.000 Consulting** As of December 2017 the Township is in arbitration with Clearwater LLC regarding fulfillment of the JPDA and the development of Sunset Park.

**941.000 Contingencies** No funds are budgeted.

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 101 GENERAL FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 751 - PARKS AND RECREATION					
101-751-804.000	CONTRACTED SERVICES	150,000.00	150,000.00	150,000.00	150,000.00
101-751-804.900	CONTRACT SERV-HARTLAND SR	4,000.00	4,000.00	4,000.00	4,000.00
Totals for dept 751 - PARKS AND RECREATION		154,000.00	154,000.00	154,000.00	154,000.00

## **TRANSFERS**

### **965**

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

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

**995.208 Transfer Out – Parks** Transfer is based upon the proposed CIP.

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

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

**995.702 Transfer Out – Pathways** Transfer is based upon the proposed CIP.

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 101 GENERAL FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
Dept 965 - TRANSFERS					
101-965-995.102	TRAN OUT TO BUDGET STABIL	0.00	2,000.00	2,000.00	2,000.00
101-965-995.208	TRANSFER OUT TO PARKS	50,000.00	50,000.00	50,000.00	50,000.00
101-965-995.209	TRANSFER OUT TO CEMETERY	10,000.00	10,000.00	10,000.00	10,000.00
101-965-995.442	TRANSFER OUT TO FUTURE R	330,000.00	200,000.00	200,000.00	200,000.00
101-965-995.702	TRANSFER OUT TO PATHWAY F	150,000.00	550,000.00	550,000.00	150,000.00
Totals for dept 965 - TRANSFERS		540,000.00	812,000.00	812,000.00	412,000.00
TOTAL APPROPRIATIONS		3,145,955.39	5,314,280.00	5,844,076.00	4,015,595.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		4,421,048.58	(1,510,296.00)	(2,040,092.00)	504,518.83

## **FUND 102 BUDGET STABILIZATION FUND**

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

No more than 15 percent of the township's most recent General Fund budget or 15 percent of the average of the most recent five annual General Fund budgets whichever is less may be kept in this fund.

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

## BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP

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Fund: 102 BUDGET STABILIZATION FUND

ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
102-000-665.000	INTEREST EARNED	741.81	300.00	300.00	300.00
102-000-699.101	TRANSFER IN-GENERAL FUND	0.00	2,000.00	2,000.00	2,000.00
TOTAL ESTIMATED REVENUES		741.81	2,300.00	2,300.00	2,300.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 102 BUDGET STABILIZATION FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
<hr/>					
APPROPRIATIONS					
102-000-995.000	TRANSFER OUT	0.00	2,000.00	2,000.00	2,000.00
<hr/>					
TOTAL APPROPRIATIONS		0.00	2,000.00	2,000.00	2,000.00
<hr/>					
NET OF REVENUES/APPROPRIATIONS - FUND 102		741.81	300.00	300.00	300.00

## **FUND 208 PARKS**

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

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

### **Expenditure**

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

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

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

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

In July 2012, Clearwater (successor to Sunset) made application to the Township Planning Commission for modification to the PUD and application for soil extraction



and fill permit. This application was denied on December 16, 2013 due to the fact that the applications and subsequent conversation with the applicant are not consistent with the Joint Planned Development Agreement for the site.

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

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 208 PARKS FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
208-000-665.000	INTEREST EARNED	3,065.21	4,000.00	4,000.00	3,000.00
208-000-699.101	TRANSFER IN-GENERAL FUND	50,000.00	50,000.00	50,000.00	50,000.00
TOTAL ESTIMATED REVENUES		53,065.21	54,000.00	54,000.00	53,000.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 208 PARKS FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
208-000-808.000	CONSULTING	3,600.00	0.00	25,000.00	0.00
208-000-988.000	CONSTRUCTION- WEBER STREET PARK	0.00	700,000.00	700,000.00	0.00
TOTAL APPROPRIATIONS		3,600.00	700,000.00	725,000.00	0.00
NET OF REVENUES/APPROPRIATIONS - FUND 208		49,465.21	(646,000.00)	(671,000.00)	53,000.00

## **FUND 209 CEMETERY**

**This fund was setup in the 2007/08 fiscal year for the perpetual care of the Township owned cemeteries. The intent was for the township to contribute annually until a “corpus” was created that would generate enough interest to provide for the care of the cemeteries. Once the interest is generating enough to pay for the upkeep and maintenance of the cemeteries the Cemetery Department (567) in the General Fund can be retired.**

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

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 209 CEMETERY FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
209-000-665.000	INTEREST EARNED	337.26	200.00	200.00	300.00
209-000-699.101	TRANSFER IN-GENERAL FUND	10,000.00	10,000.00	10,000.00	10,000.00
TOTAL ESTIMATED REVENUES		10,337.26	10,200.00	10,200.00	10,300.00
NET OF REVENUES/APPROPRIATIONS - FUND 209		10,337.26	10,200.00	10,200.00	10,300.00

## **FUND 212**

### **LIQUOR LAW ENFORCEMENT**

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

**479.000 Liquor License Fees** -These are fees paid by the State to Brighton Township for liquor licenses in our jurisdiction.

**703.000 Salary Not Elected** - 82.5% of the Township Planner is allocated in the planning department. The remaining 17.5% is split with 10% budgeted under code enforcement and 7.5% budgeted under liquor enforcement. See notes per 101.736.000. Additional funds have been budgeted contingent upon Board approval.

**732.000 HCSP** - Effective April 1, 2020, the Township established a Health Care Savings Plan for full time employees through MERS. This is a defined contribution plan with required employee participation.

**970.000 Capital Outlay** - The Township has periodically purchased equipment such as in-car cameras to be used for enhanced alcohol enforcement. There are no capital expenditures proposed in the FY23-24 budget.

Note - Starting FY 2014-15 the cost associated with Enhanced Alcohol Enforcement performed by the Michigan State Police was shifted from this fund and is now being charged to 101.271.804.800.

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 212 LIQUOR LAW ENFORCEMENT FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
212-000-479.000	LIQUOR LICENSE FEES	11,917.40	10,616.00	10,616.00	10,600.00
212-000-665.000	INTEREST EARNED	133.14	300.00	300.00	200.00
TOTAL ESTIMATED REVENUES		12,050.54	10,916.00	10,916.00	10,800.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 212 LIQUOR LAW ENFORCEMENT FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
212-000-703.000	SALARY	6,137.74	6,454.00	6,702.00	7,020.00
212-000-709.000	FICA	380.63	401.00	415.00	440.00
212-000-711.000	MEDICARE	89.11	94.00	98.00	110.00
212-000-717.000	DB PENSION	1,253.92	1,940.00	1,949.00	2,400.00
212-000-718.000	HOSPITALIZATION INSURANCE	1,470.94	1,545.00	1,559.27	1,650.00
212-000-727.000	LIFE INSURANCE	18.48	20.00	20.00	20.00
212-000-728.000	HSA	281.02	308.00	308.00	210.00
212-000-729.000	DISABILITY INS	89.52	95.00	95.00	110.00
212-000-732.000	HEALTH CARE SAVINGS PLAN	197.50	455.00	549.73	500.00
212-000-845.000	WORKERS'COMP	40.04	50.00	50.00	100.00
TOTAL APPROPRIATIONS		9,958.90	11,362.00	11,746.00	12,560.00
NET OF REVENUES/APPROPRIATIONS - FUND 212		2,091.64	(446.00)	(830.00)	(1,760.00)



## **FUND 284**

### **OPIOID SETTLEMENT FUND**

On Wednesday, July 21, 2021, the National Prescription Opiate Litigation MDL Plaintiffs' Executive Committee, several State Attorneys General, and four major defendants announced agreement on terms of proposed nationwide settlements to resolve all Opioids litigation brought by states and local political subdivisions against the three largest pharmaceutical distributors: McKesson, Cardinal Health and AmerisourceBergen ("Distributors"), and manufacturer Janssen Pharmaceuticals, Inc. and its parent company Johnson & Johnson (collectively, "J&J"). These settlements, if agreed and adopted, will provide substantial funds to states and subdivisions for abatement of the Opioids epidemic across the country and will impose transformative changes in the way the settling defendants conduct their business. State level allocations of funds were based upon: (1) the amount of opioids shipped to the state; (2) the number of opioid-related deaths that occurred in the state; and (3) the number of people who suffer opioid use disorder in the state. (Source <https://nationalopioidsettlement.com/>)

The Township has been notified that we are eligible for approximately \$1,800 from the current settlement. These funds will have to be used for opioid related expenses. Since the Township does not have in-house public safety or a health & human services department the Township could use the money for purchasing Narcan units and distribute them to emergency responders or use the money for education / prevention purposes.

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 284 OPIOID SETTLEMENT FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
284-000-665.000	INTEREST EARNED	0.00	0.00	10.00	0.00
284-000-685.000	OPIOID SETTLEMENT REVENUE	0.00	0.00	2,000.00	0.00
TOTAL ESTIMATED REVENUES		0.00	0.00	2,010.00	0.00
NET OF REVENUES/APPROPRIATIONS - FUND 284		0.00	0.00	2,010.00	0.00

## **FUND 285**

### **American Rescue Plan Act (ARPA)**

All municipalities in the state are receiving aid as part of this \$1.9 trillion federal stimulus act. Brighton Township is estimated to receive \$1.9 million in Fiscal Recovery Fund (FRF) dollars with half being received in FY 2021/22 and half being received in FY 2022/23. The money is restricted in what it can be spent on. The money must be obligated by the end of 2024.

**967.507 Veterans Park** – The Township Board and Planning Commission have been working with Planning Consultant, Envision, toward the design of a community park on the ten parcels the Township owns on the southwest corner of I-96 and Old US23. Construction is targeted for summer/fall 2023.

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 285 ARPA FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
285-000-528.000	OTHER FEDERAL GRANTS	0.00	0.00	412,465.00	1,500,000.00
285-000-665.000	INTEREST EARNED	655.94	100.00	100.00	500.00
TOTAL ESTIMATED REVENUES		655.94	100.00	412,565.00	1,500,500.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 285 ARPA FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
<b>APPROPRIATIONS</b>					
285-000-967.504	PROJECT COST- STATION 32 FASCIA	0.00	0.00	175,000.00	0.00
285-000-967.505	PROJECT COST TWSP HALL RESTROOMS	0.00	0.00	154,400.00	0.00
285-000-967.506	PROJECT COST HIGH SPEED BALLOT TAI	0.00	0.00	97,000.00	0.00
285-000-967.507	PROJECT COST VETERANS PARK	0.00	0.00	0.00	1,500,000.00
<b>TOTAL APPROPRIATIONS</b>		<u>0.00</u>	<u>0.00</u>	<u>426,400.00</u>	<u>1,500,000.00</u>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 285</b>		<u>655.94</u>	<u>100.00</u>	<u>(13,835.00)</u>	<u>500.00</u>

## **FUND 442 FUTURE ROAD IMPROVEMENTS**

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

**699.101 Transfer In-General Fund** Funds will be transferred in to allow the Township to participate in a future road project. The amount of the transfer is determined by the Township Board on a year-by-year basis.

**699.793 Transfer In-** From Construction Escrow - In 2017, The Kroger Company of Michigan and Brighton Township entered into an Escrow Agreement in the amount of \$136,978.97 for the sole purpose of contribution to road improvements at the intersection of Old US 23 and E. Grand River. These funds were expended on the 2020 road construction project.

### **Expenditures**

**967.000 – Project Costs** – The LCRC is proposing a cost sharing project with Brighton Township for Pleasant Valley on a 50% share basis. Brighton Townships share is capped at \$490,000.

## Fund: 442 FUTURE ROAD IMPROVEMENT

ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
442-000-665.000	INTEREST EARNED	2,857.90	2,000.00	2,000.00	2,000.00
442-000-699.101	TRANSFER IN-GENERAL FUND	330,000.00	200,000.00	200,000.00	200,000.00
442-000-699.814	TRAN IN FROM ROAD PROJECTS	73,086.77	0.00	0.00	0.00
TOTAL ESTIMATED REVENUES		405,944.67	202,000.00	202,000.00	202,000.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 442 FUTURE ROAD IMPROVEMENT

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
<b>APPROPRIATIONS</b>					
442-016-967.500	PROJECT COST- NEWMAN RD	147,500.00	0.00	0.00	0.00
442-016-967.501	PROJECT COST-COMMERCE RD	40,000.00	0.00	0.00	0.00
442-097-967.000	PROJECT COSTS	388,965.78	50,000.00	50,000.00	0.00
442-098-967.000	PROJECT COSTS	0.00	0.00	0.00	490,000.00
<b>TOTAL APPROPRIATIONS</b>		<u>576,465.78</u>	<u>50,000.00</u>	<u>50,000.00</u>	<u>490,000.00</u>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 442</b>		<u>(170,521.11)</u>	<u>152,000.00</u>	<u>152,000.00</u>	<u>(288,000.00)</u>



## **FUND 590**

### **SEWER OPERATIONS AND MAINTENANCE FUND**

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

**Revenues** are based upon the current number of users at the current quarterly User Fee rate. Effective April 1, 2021 the rate is set at \$132.50 per REU per quarter.

**590-537-529.000 MDEQ SAW Grant** – The Township was awarded this grant in December 2017. Upon award the Township can seek reimbursement for funds expended in 2013-2014 for the grant application and Asset Management Plan. Any additional expenditure would be reimbursable up to 90% with the Township being responsible for 10%. This project was completed in FY20/21.

**613.000 Delinquent Fee on Taxes** 10% charge for accounts in arrears. In September, accounts that are 90 days delinquent are placed on the tax roll. Budgeted amount reflects recent history for this account.

**643.000 Late Charge.** These are penalties applied on current bills not paid by the due date.

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

**671.000 Other Revenue.**

#### **Expenditures**

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

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

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

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

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

## 537

**537-803.000 Administrative Fee** is for a portion of the Utility Billing and related activities through the Clerk's office to prepare and process the quarterly billings and payments.

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

**537-808.000 Consultants** is for professional assistance such as Engineers and Financial Consultants for the quarterly sewer report and/or annual rate analysis.

**537-827.000 -.010 Legal**

**537-933.000 Computer Support Services** Includes the utility billing web interface system.

**537-967.003 Project MDEQ SAW Grant.** The Township applied for this in 2013 and was awarded in December 2017. The Township has until December 2020 to spend and get reimbursed for the grant dollars. This project was completed in FY20/21.

## 540

**540-804.300 & 400 Contract Services** is for the outside contractor to manage the Wastewater Treatment Plant and non-routine repairs.

**540-808.000 Consulting** Is for professional services that may be required for the sewer system.

**540-927.000 Utilities** is the electricity to each pump station and electricity and heat at the plant. Our operator has worked to install timers which reduce our electric use and we were able to obtain reduced rates from Edison to receive municipal pump rates during off peak periods.

**540-929.000 Grounds Maintenance** is the mowing, rubbish and snow plowing.

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

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

**540-937.000 Liability Insurance.** This is insurance for the operations and maintenance of the sewer collection and treatment system as well as sewer overflow insurance.

**540-939.000 Collection System Maintenance Repair** This is a line item for maintenance repair on the system outside of the sewer plant such as grinder pump and lift station repairs. This line item will require close monitoring as we are experiencing more system failures and blockages.

**540-995.598 Transfer to Reserve Fund:** At inception of the sewer system (2002) it was recommended the Board transfer \$70,000 each year to the Reserve Fund for large system repairs. The annual amount is determined by the health of the O&M fund and for budgeting purposes is proposed at \$100,000. The actual transfer amount could be greater following the completion of the audit.

## **900**

**970.000 Capital Outlay** - The August 17, 2015 Asset Management Plan recommends setting aside funds on an annual basis for these costs. The CIP is listed in Appendix H. Major expenses will be paid out of Fund 589.000.985. The SAW grant has established a new AMP dated December 2020.

**973.100 – Grinder Pumps** - The August 17, 2015 Asset Management Plan recommends setting aside funds on an annual basis for these costs. The CIP is listed in Appendix I. Major expenses will be paid out of Fund 589.000.985. Grinder pump replacements will be charged to this line item.

**974.000 Capital Improvements**

## BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP

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Fund: 590 SEWER O &amp; M FUND

ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
590-000-613.000	DELINQUENT FEE ON TAXES	4,370.53	5,000.00	5,000.00	5,000.00
590-000-642.000	USAGE CHARGE	1,188,821.00	1,195,000.00	1,195,000.00	1,240,200.00
590-000-643.000	LATE CHARGE	20,283.08	14,000.00	14,000.00	14,000.00
590-000-658.000	NSF FEE	70.00	0.00	0.00	0.00
590-000-665.000	INTEREST EARNED	1,019.62	400.00	400.00	1,000.00
590-000-671.000	OTHER REVENUE	7,159.22	0.00	0.00	0.00
590-000-676.000	REIMBURSEMENT	6,715.36	0.00	0.00	0.00
590-000-676.400	POLICY #807- EXHIBIT B REVENUE	0.00	0.00	11,400.00	0.00
TOTAL ESTIMATED REVENUES		1,228,438.81	1,214,400.00	1,225,800.00	1,260,200.00

## BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP

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Fund: 590 SEWER O &amp; M FUND

ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
590-537-752.000	SUPPLIES	303.06	600.00	600.00	600.00
590-537-803.000	ADMINISTRATION FEES	4,800.00	4,800.00	4,800.00	4,800.00
590-537-807.000	AUDIT SERVICES	4,727.71	4,800.00	4,800.00	4,800.00
590-537-808.000	CONSULTING	0.00	12,000.00	12,000.00	12,000.00
590-537-809.000	BANK FEES	0.00	100.00	100.00	100.00
590-537-827.000	LEGAL	4,710.00	10,000.00	10,000.00	10,000.00
590-537-851.000	POSTAGE	2,589.71	2,200.00	2,200.00	2,600.00
590-537-933.000	COMPUTER SUPPORT SERVICES	12,060.44	12,200.00	12,200.00	12,200.00
590-537-946.000	ENGINEERING SERVICES	2,904.00	5,000.00	5,000.00	5,000.00
590-540-752.000	SUPPLIES	33,051.09	35,000.00	41,400.00	35,000.00
590-540-759.000	GAS AND OIL	0.00	0.00	700.00	0.00
590-540-804.300	CONTRACTED SERVICES- FIXED	287,736.00	315,400.00	315,400.00	321,000.00
590-540-804.400	CONTRACT SERVICES-NON ROUTINE	36,198.87	35,000.00	35,000.00	35,000.00
590-540-804.500	CONTRACT SERV-SLUDGE REMOVAL	19,362.98	40,000.00	40,100.00	40,000.00
590-540-850.000	TELEPHONE	618.83	730.00	730.00	730.00
590-540-927.000	UTILITIES	122,188.61	115,000.00	115,000.00	120,000.00
590-540-929.000	GROUNDS MAINTENANCE & REPAIR	11,422.25	16,000.00	9,600.00	3,000.00
590-540-930.000	BUILDING MAINTENANCE & REPAIR	4,576.47	12,000.00	12,000.00	12,000.00
590-540-930.100	BUILDING SECURITY ALARM	624.12	600.00	700.00	700.00
590-540-931.000	EQUIPMENT MAINTENANCE & REPAIR	13,259.26	26,000.00	25,000.00	26,000.00
590-540-937.000	LIABILITY INSURANCE	26,611.29	28,000.00	28,100.00	30,000.00
590-540-937.001	LIABILITY INSURANCE- CLAIMS	0.00	0.00	0.00	5,000.00
590-540-939.000	COLLECTION SYS MAINT REPAIR	107,751.82	50,000.00	50,000.00	50,000.00
590-540-962.000	PERMIT FEES	3,288.70	3,500.00	3,500.00	3,500.00
590-540-995.598	TRAN OUT TO CAPITAL RESERVE	0.00	100,000.00	100,000.00	100,000.00
590-900-968.000	DEPRECIATION	36.00	0.00	0.00	0.00
590-900-973.100	GRINDER PUMPS/PARTS	272,286.21	200,000.00	200,000.00	200,000.00
TOTAL APPROPRIATIONS		971,107.42	1,028,930.00	1,028,930.00	1,034,030.00
NET OF REVENUES/APPROPRIATIONS - FUND 590		257,331.39	185,470.00	196,870.00	226,170.00

## **FUND 591 MUNICIPAL WATER**

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

### **REVENUE**

**616.000 Tap In Fee** The Township receives payments for each REU. This rate is currently \$5,700 per REU. The budget includes 5 new REU but no specific project is identified. This is a preliminary figure and will change depending on the specific usage per Appendix A assignment of the Township Ordinance.

In 2021, the Township Board entered into a Development Agreement with Grand River Hilton Development toward the construction of 140 residential units. Per the Agreement, The developer is scheduled to purchase 46 water REU by 12/31/21, 46 water REU by 12/31/22 and 48 water REU by 12/31/23. the Township is contributing \$125,000 toward the construction costs of installing a water main along Hilton Road to the project site. This contribution is by way of issuing a credit against the phase three payment of 48 Water REU.

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

### **EXPENSES**

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

**946.000 Engineering Services** For engineering services related to the water system.

**992.300 Interest General Fund Loan.** In March 2013, the Board approved to pay-off the remaining bond balance per the approved Capital Improvement Plan/Fiscal

Analysis. The Board approved a loan from the General Fund in the amount of \$1,150,000. Annual interest on the loan will be calculated at 1%.

**995.000 Transfer Out** - This is repayment of the \$1,150,000 loan from the General Fund established in 2013.

**Note:** The Municipal Water Fund has an outstanding loan due to the General Fund of \$525,600 (\$128,000 advance and \$397,600 for actual construction) from 2007 when the General Fund loaned money to the Municipal Water Fund for the construction of the LCWA water treatment plant as identified in Resolution 07-028.

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 591 MUNICIPAL WATER FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
591-000-616.000	TAP IN FEE	478,800.00	262,000.00	262,000.00	0.00
591-000-617.000	COMMODITY SURCHARGE	2,292.62	2,500.00	2,500.00	2,500.00
591-000-665.000	INTEREST EARNED	1,203.15	500.00	500.00	500.00
591-000-670.000	INTEREST FROM SAD PMT	3,856.73	3,300.00	3,300.00	4,850.00
591-000-671.000	OTHER REVENUE	50.00	0.00	0.00	0.00
TOTAL ESTIMATED REVENUES		486,202.50	268,300.00	268,300.00	7,850.00



BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 591 MUNICIPAL WATER FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
<b>APPROPRIATIONS</b>					
591-000-804.600	CONTRACT SERVICES- CITY MAINT	4,222.79	4,500.00	4,500.00	4,500.00
591-000-827.000	LEGAL	30.00	0.00	0.00	1,000.00
591-000-946.000	ENGINEERING SERVICES	0.00	10,000.00	10,000.00	10,000.00
591-000-995.000	TRANSFER OUT	1,150,000.00	0.00	0.00	0.00
<b>TOTAL APPROPRIATIONS</b>		<u>1,154,252.79</u>	<u>14,500.00</u>	<u>14,500.00</u>	<u>15,500.00</u>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 591</b>		<u>(668,050.29)</u>	<u>253,800.00</u>	<u>253,800.00</u>	<u>(7,650.00)</u>

## **FUND 598 SEWER CAPITAL RESERVE**

**This fund is to be used to receive payment for new sewer REU's and transfers from "590 - Sewer Operations and Maintenance (O&M) Fund". At inception (2002) of the sewer system it was recommended approximately \$70,000 annually be transferred in as highlighted in the approved Capital Improvement Plan/Fiscal Analysis.**

**In 2021, The Township completed the SAW Grant process and established a CIP. This fund (598) is the repository for money to be used for Sewer System Capital replacements.**

### **REVENUE**

**616.000 Tap In Fee** charged to cover the cost of the new user's capacity in the treatment plant and transmission mains. Per Shoner, Potocki V. BT settlement agreement and Administrative Policy #818, the 401 REU have been paid back to the General Fund. All new REU sales are received here.

In 2021, the Township Board entered into a Development Agreement with Grand River Hilton Development toward the construction of 140 residential units. Per the Agreement, the developer is scheduled to purchase 46 sewer REU by 12/31/21, 46 sewer REU by 12/31/22 and 48 sewer REU by 12/31/23.

### **671.000 Other Revenue.**

**699.590 Transfer in from Sewer O + M.** This is the amount we "set aside" every year for future repairs to the treatment plant and collection system. This amount is dependent upon the health of the sewer O + M fund. This transfer amount has been budgeted at \$100,000, however, the actual figure may increase through a budget amendment depending on the O & M fund equity.

**Note –** The final bond payment for the original sewer system was made in the Fall 2020. Quarterly billing currently received in Fund 882 will be received in Fund 598 after the final bond payment. Also, any fund balance in 882 after the bond payment will be transferred to Fund 598.

## FUND 598 SEWER CAPITAL RESERVE

### EXPENSES

**973.200 Policy #807 Exhibit B Credit** - Per Shoner Potocki v Brighton Township Settlement Agreement and Administrative Policy #807, parcels listed on Exhibit B of the Settlement Agreement are eligible for a \$3,800 credit. The budget estimates five in FY 20/21.

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

VFD for PS 1	\$23,000
3-Way Valves for PS 2 & 3	\$48,000
Waste Sludge Actuator Valve	\$12,000
DisInfection Improvements	\$437,000
Secondary Effluent Pump	\$4,000
Samper Pump	\$15,000
MCC Replacements	\$639,000
Generator	\$400,000
Pumps at Pump Stations	\$45,000
Headworks Project	\$171,000
Building Sump Pumps	\$20,000
Skimming Arms for Clarifiers	\$30,000

**Total**                      \$1,844,000

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

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

FY 2023/24 Budget  
Adopted March 20, 2023

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 598 SEWER CAPITAL RESERVE

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
598-000-616.000	TAP IN FEE	1,118,340.00	471,960.00	471,960.00	102,600.00
598-000-665.000	INTEREST EARNED	3,934.77	2,000.00	2,000.00	2,000.00
598-000-670.000	INTEREST FROM SAD PMT	0.00	0.00	0.00	1,155.00
598-000-680.100	OTHER GRANTS-MMRMA-WWTP	0.00	0.00	18,000.00	0.00
598-000-699.590	TRANSFER IN FROM SEWER O&M	0.00	100,000.00	100,000.00	100,000.00
598-000-699.882	TRAN IN FROM SEWER CAP DEBT	780,000.00	0.00	0.00	0.00
TOTAL ESTIMATED REVENUES		1,902,274.77	573,960.00	591,960.00	205,755.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 598 SEWER CAPITAL RESERVE

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
598-000-968.000	DEPRECIATION	911.00	0.00	0.00	0.00
598-000-970.000	CAPITAL OUTLAY	0.00	0.00	36,000.00	36,000.00
598-000-973.200	POLICY #807- EXHIBIT B CREDIT	0.00	19,000.00	19,000.00	11,400.00
598-000-985.000	CAPITAL REPLACEMENT	22,972.94	152,000.00	152,000.00	1,000,000.00
TOTAL APPROPRIATIONS		23,883.94	171,000.00	207,000.00	1,047,400.00
NET OF REVENUES/APPROPRIATIONS - FUND 598		1,878,390.83	402,960.00	384,960.00	(841,645.00)

**FUND 701  
GENERAL AGENCY**

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

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 701 GENERAL CUSTODIAL FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
701-000-665.000	INTEREST EARNED	0.00	0.00	0.00	50.00
701-000-687.000	REFUNDS/OVERPAYMENTS	0.00	100.00	100.00	0.00
TOTAL ESTIMATED REVENUES		0.00	100.00	100.00	50.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 701 GENERAL CUSTODIAL FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
<b>APPROPRIATIONS</b>					
701-000-809.000	BANK FEES	0.00	100.00	100.00	0.00
<b>TOTAL APPROPRIATIONS</b>		0.00	100.00	100.00	0.00
<b>NET OF REVENUES/APPROPRIATIONS - FUND 701</b>		0.00	0.00	0.00	50.00



## **FUND 702 PATHWAYS FUND**

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

### **Revenues**

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

**699.442 Transfer in from Future Roads** – None.

### **Expenditures**

**967.000 Project Costs** –

- Old US23 Engineering Design

## BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP

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Fund: 702 PATHWAYS FUND

ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
702-000-665.000	INTEREST EARNED	1,537.41	600.00	600.00	700.00
702-000-699.101	TRANSFER IN-GENERAL FUND	150,000.00	550,000.00	550,000.00	150,000.00
TOTAL ESTIMATED REVENUES		151,537.41	550,600.00	550,600.00	150,700.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 702 PATHWAYS FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
<b>APPROPRIATIONS</b>					
702-000-946.000	ENGINEERING SERVICES	49,146.75	278,000.00	278,000.00	120,000.00
702-000-967.502	PROJECT COST SPENCER-EGR	0.00	712,000.00	712,000.00	0.00
702-000-967.503	PROJECT COST DEERFIELD	0.00	100,000.00	100,000.00	0.00
<b>TOTAL APPROPRIATIONS</b>		<b>49,146.75</b>	<b>1,090,000.00</b>	<b>1,090,000.00</b>	<b>120,000.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 702</b>		<b>102,390.66</b>	<b>(539,400.00)</b>	<b>(539,400.00)</b>	<b>30,700.00</b>

**FUND 703**  
**CURRENT TAX COLLECTIONS**

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

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 703 CURRENT TAX COLLECTIONS FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
<hr/>					
ESTIMATED REVENUES					
703-000-687.000	REFUNDS/OVERPAYMENTS	0.00	0.00	0.00	0.00
<hr/>					
TOTAL ESTIMATED REVENUES		0.00	0.00	0.00	0.00
<hr/>					
NET OF REVENUES/APPROPRIATIONS - FUND 703		0.00	0.00	0.00	0.00

## **Fund 725**

### **Construction Escrow**

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

Effective in FY2021, new accounting standards require the Township to project possible revenue and expenditures for individual private development projects that have been, or may be, approved. Due to the uncertainty, and lack of control over the timing of construction projects, it should be expected that a budget amendment will be required at the end of each fiscal year to accurately account for the actual revenue and expenditures.

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 725 CONSTRUCTION ESCROW

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
725-000-665.000	INTEREST EARNED	0.00	200.00	200.00	0.00
725-000-671.725	OTHER REVENUE ESCROW	146,882.38	150,000.00	650,000.00	150,000.00
TOTAL ESTIMATED REVENUES		146,882.38	150,200.00	650,200.00	150,000.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 725 CONSTRUCTION ESCROW

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
<b>APPROPRIATIONS</b>					
725-000-803.000	ADMINISTRATION FEES	100.00	100.00	100.00	0.00
725-000-958.800	INSPECTION ESCROW	146,782.38	150,000.00	650,000.00	150,000.00
<b>TOTAL APPROPRIATIONS</b>		<u>146,882.38</u>	<u>150,100.00</u>	<u>650,100.00</u>	<u>150,000.00</u>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 725</b>		<u>0.00</u>	<u>100.00</u>	<u>100.00</u>	<u>0.00</u>



**FUND 810**  
**2022 ROAD IMPROVEMENT FUND**

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 810 2022 ROAD IMPROVEMENT FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
810-036-665.000	INTEREST EARNED	0.00	0.00	950.00	0.00
810-036-696.000	PROCEEDS BOND SALE	0.00	0.00	1,241,440.00	0.00
TOTAL ESTIMATED REVENUES		0.00	0.00	1,242,390.00	0.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 810 2022 ROAD IMPROVEMENT FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
<b>APPROPRIATIONS</b>					
810-000-995.860	TRANSFER OUT TO 2022 RD IMP BOND I	0.00	0.00	147,780.00	0.00
810-036-967.000	PROJECT COSTS	0.00	0.00	1,094,590.12	0.00
<b>TOTAL APPROPRIATIONS</b>		<u>0.00</u>	<u>0.00</u>	<u>1,242,370.12</u>	<u>0.00</u>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 810</b>		<u>0.00</u>	<u>0.00</u>	<u>19.88</u>	<u>0.00</u>

## **FUND 812**

### **SAD ROAD MAINTENANCE**

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

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

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

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 812 SAD ROAD MAINTENANCE

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
812-017-665.000	INTEREST EARNED	3.00	20.00	20.00	0.00
812-017-672.000	SPECIAL ASSESSMENTS	7,108.07	7,110.00	7,110.00	6,845.00
812-018-665.000	INTEREST EARNED	0.35	20.00	20.00	0.00
812-018-672.000	SPECIAL ASSESSMENTS	1,081.65	1,085.00	1,085.00	975.00
812-027-665.000	INTEREST EARNED	1.53	20.00	20.00	0.00
812-027-672.000	SPECIAL ASSESSMENTS	4,660.00	3,400.00	3,400.00	3,400.00
812-030-665.000	INTEREST EARNED	12.39	10.00	10.00	0.00
812-030-672.000	SPECIAL ASSESSMENTS	7,000.00	0.00	9,610.00	9,610.00
812-031-665.000	INTEREST EARNED	71.77	50.00	50.00	0.00
812-033-665.000	INTEREST EARNED	24.26	20.00	20.00	0.00
812-033-672.000	SPECIAL ASSESSMENTS	1,560.00	1,560.00	1,560.00	1,560.00
812-036-665.000	INTEREST EARNED	0.00	20.00	20.00	0.00
812-036-672.000	SPECIAL ASSESSMENTS	0.00	13,000.00	13,000.00	13,000.00
812-038-665.000	INTEREST EARNED	35.43	20.00	20.00	0.00
812-038-672.000	SPECIAL ASSESSMENTS	7,957.70	7,750.00	7,750.00	7,750.00
812-039-665.000	INTEREST EARNED	26.82	20.00	20.00	0.00
812-039-672.000	SPECIAL ASSESSMENTS	9,100.00	9,100.00	9,100.00	9,100.00
812-040-665.000	INTEREST EARNED	12.97	20.00	20.00	0.00
812-040-672.000	SPECIAL ASSESSMENTS	4,875.00	4,875.00	4,875.00	4,875.00
812-054-665.000	INTEREST EARNED	18.56	20.00	20.00	0.00
812-054-672.000	SPECIAL ASSESSMENTS	6,930.00	6,930.00	6,930.00	6,930.00
812-055-665.000	INTEREST EARNED	10.96	20.00	20.00	0.00
812-055-672.000	SPECIAL ASSESSMENTS	6,600.00	6,600.00	6,600.00	6,600.00
812-069-665.000	INTEREST EARNED	14.81	20.00	20.00	0.00
812-069-672.000	SPECIAL ASSESSMENTS	3,250.00	3,250.00	3,250.00	3,250.00
812-086-665.000	INTEREST EARNED	9.84	20.00	20.00	0.00
812-086-672.000	SPECIAL ASSESSMENTS	2,520.00	2,520.00	2,520.00	2,520.00
TOTAL ESTIMATED REVENUES		62,885.11	67,480.00	77,090.00	76,415.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 812 SAD ROAD MAINTENANCE

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
<b>APPROPRIATIONS</b>					
812-017-967.000	PROJECT COSTS	732.40	12,350.00	12,350.00	6,845.00
812-018-967.000	PROJECT COSTS	105.13	2,060.00	2,060.00	975.00
812-027-967.000	PROJECT COSTS	950.00	5,870.00	5,870.00	3,400.00
812-030-967.000	PROJECT COSTS	6,700.00	6,330.00	9,610.00	9,610.00
812-031-967.000	PROJECT COSTS	8,077.50	24,500.00	24,500.00	21,700.00
812-033-967.000	PROJECT COSTS	770.00	11,310.00	11,310.00	1,560.00
812-036-967.000	PROJECT COSTS	0.00	0.00	0.00	13,000.00
812-038-967.000	PROJECT COSTS	5,417.62	25,245.00	25,245.00	7,750.00
812-039-967.000	PROJECT COSTS	2,615.00	23,940.00	23,940.00	9,100.00
812-040-967.000	PROJECT COSTS	4,054.26	11,035.00	11,035.00	4,875.00
812-054-967.000	PROJECT COSTS	4,525.00	16,920.00	16,920.00	6,930.00
812-055-967.000	PROJECT COSTS	5,097.22	13,030.00	13,030.00	6,600.00
812-069-967.000	PROJECT COSTS	1,200.00	10,260.00	10,260.00	3,250.00
812-086-967.000	PROJECT COSTS	1,683.14	7,420.00	7,420.00	2,520.00
TOTAL APPROPRIATIONS		41,927.27	170,270.00	173,550.00	98,115.00
NET OF REVENUES/APPROPRIATIONS - FUND 812		20,957.84	(102,790.00)	(96,460.00)	(21,700.00)

**FUND 814**  
**ROAD PROJECTS**

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 814 ROAD PROJECTS

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
814-000-665.000	INTEREST EARNED	183.77	0.00	0.00	0.00
TOTAL ESTIMATED REVENUES		183.77	0.00	0.00	0.00



BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 814 ROAD PROJECTS

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
<hr/>					
APPROPRIATIONS					
814-000-995.442	TRANSFER OUT TO FUTURE ROADS	73,086.77	0.00	0.00	0.00
		<hr/>	<hr/>	<hr/>	<hr/>
TOTAL APPROPRIATIONS		73,086.77	0.00	0.00	0.00
		<hr/>	<hr/>	<hr/>	<hr/>
NET OF REVENUES/APPROPRIATIONS - FUND 814		(72,903.00)	0.00	0.00	0.00

## **FUND 817 MUNICIPAL REFUSE**

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

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 817 MUNICIPAL REFUSE

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
817-036-665.000	INTEREST EARNED	4.75	20.00	20.00	0.00
817-036-672.000	SPECIAL ASSESSMENTS	22,007.48	25,200.00	25,200.00	21,905.00
817-056-665.000	INTEREST EARNED	27.48	20.00	20.00	0.00
817-056-672.000	SPECIAL ASSESSMENTS	37,105.00	37,105.00	37,105.00	28,505.00
817-529-665.000	INTEREST EARNED	80.42	50.00	50.00	0.00
817-529-672.000	SPECIAL ASSESSMENTS	53,658.00	53,660.00	53,660.00	49,175.00
TOTAL ESTIMATED REVENUES		112,883.13	116,055.00	116,055.00	99,585.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 817 MUNICIPAL REFUSE

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
<hr/>					
APPROPRIATIONS					
817-036-967.000	PROJECT COSTS	11,121.46	25,200.00	25,200.00	21,905.00
817-056-967.000	PROJECT COSTS	38,878.83	37,110.00	37,110.00	28,505.00
817-529-967.000	PROJECT COSTS	62,616.75	56,660.00	56,660.00	49,175.00
TOTAL APPROPRIATIONS		<hr/> 112,617.04	<hr/> 118,970.00	<hr/> 118,970.00	<hr/> 99,585.00
NET OF REVENUES/APPROPRIATIONS - FUND 817		<hr/> 266.09	<hr/> (2,915.00)	<hr/> (2,915.00)	<hr/> 0.00

## **FUND 840 SAD AQUATICS**

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

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 840 SAD AQUATICS

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
840-095-665.000	INTEREST EARNED	26.09	20.00	20.00	0.00
840-095-672.000	SPECIAL ASSESSMENTS	12,090.00	12,090.00	12,090.00	12,090.00
840-105-665.000	INTEREST EARNED	16.48	20.00	20.00	0.00
840-105-672.000	SPECIAL ASSESSMENTS	8,100.00	8,100.00	8,100.00	8,100.00
840-107-665.000	INTEREST EARNED	63.18	40.00	40.00	0.00
840-107-672.000	SPECIAL ASSESSMENTS	11,175.00	11,175.00	11,175.00	11,175.00
840-550-665.000	INTEREST EARNED	103.51	60.00	60.00	0.00
840-550-665.009	INTEREST OWL/DAM	32.12	0.00	0.00	0.00
840-550-672.000	SPECIAL ASSESSMENTS	68,071.24	83,690.00	0.00	0.00
840-550-672.009	REVENUE WOOD LK DAM AQUATIC	83,687.50	0.00	83,690.00	86,200.00
TOTAL ESTIMATED REVENUES		183,365.12	115,195.00	115,195.00	117,565.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 840 SAD AQUATICS

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
840-095-967.000	PROJECT COSTS	12,500.00	23,890.00	23,890.00	12,090.00
840-105-967.000	PROJECT COSTS	7,606.96	16,100.00	16,100.00	8,100.00
840-107-967.000	PROJECT COSTS	11,308.00	37,855.00	37,855.00	11,175.00
840-550-967.000	PROJECT COSTS	42,433.56	78,300.00	78,300.00	53,000.00
840-550-967.009	PROJ COST WOOD LK AQUATIC/DAM	0.00	138,235.00	138,235.00	86,200.00
TOTAL APPROPRIATIONS		73,848.52	294,380.00	294,380.00	170,565.00
NET OF REVENUES/APPROPRIATIONS - FUND 840		109,516.60	(179,185.00)	(179,185.00)	(53,000.00)

## **FUND 845 STREET LIGHTING**

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



BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 845 STREET LIGHTING FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
845-070-672.000	SPECIAL ASSESSMENTS	11,233.41	15,315.00	15,315.00	11,235.00
845-071-672.000	SPECIAL ASSESSMENTS	231.46	300.00	300.00	235.00
845-072-672.000	SPECIAL ASSESSMENTS	773.75	780.00	780.00	775.00
845-073-672.000	SPECIAL ASSESSMENTS	771.80	760.00	760.00	775.00
845-074-672.000	SPECIAL ASSESSMENTS	693.59	790.00	790.00	695.00
845-075-672.000	SPECIAL ASSESSMENTS	950.48	1,145.00	1,145.00	955.00
845-076-672.000	SPECIAL ASSESSMENTS	421.40	500.00	500.00	425.00
845-077-672.000	SPECIAL ASSESSMENTS	915.53	1,195.00	1,195.00	920.00
845-078-672.000	SPECIAL ASSESSMENTS	963.04	700.00	700.00	965.00
845-079-672.000	SPECIAL ASSESSMENTS	287.26	500.00	500.00	290.00
845-080-672.000	SPECIAL ASSESSMENTS	421.03	440.00	440.00	425.00
845-081-672.000	SPECIAL ASSESSMENTS	772.01	820.00	820.00	775.00
845-082-672.000	SPECIAL ASSESSMENTS	1,167.76	1,240.00	1,240.00	1,170.00
845-084-672.000	SPECIAL ASSESSMENTS	395.90	450.00	450.00	400.00
845-085-672.000	SPECIAL ASSESSMENTS	2,279.41	2,300.00	2,300.00	2,280.00
TOTAL ESTIMATED REVENUES		22,277.83	27,235.00	27,235.00	22,320.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 845 STREET LIGHTING FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
845-070-926.000	STREET LIGHTING	11,462.27	15,315.00	15,315.00	11,235.00
845-071-926.000	STREET LIGHTING	228.49	300.00	300.00	235.00
845-072-926.000	STREET LIGHTING	655.73	780.00	780.00	775.00
845-073-926.000	STREET LIGHTING	655.73	760.00	760.00	775.00
845-074-926.000	STREET LIGHTING	655.73	790.00	790.00	695.00
845-075-926.000	STREET LIGHTING	913.99	1,145.00	1,145.00	955.00
845-076-926.000	STREET LIGHTING	353.21	500.00	500.00	425.00
845-077-926.000	STREET LIGHTING	913.99	1,195.00	1,195.00	920.00
845-078-926.000	STREET LIGHTING	353.21	700.00	700.00	965.00
845-079-926.000	STREET LIGHTING	706.43	500.00	500.00	290.00
845-080-926.000	STREET LIGHTING	353.21	440.00	440.00	425.00
845-081-926.000	STREET LIGHTING	655.73	820.00	820.00	775.00
845-082-926.000	STREET LIGHTING	1,008.92	1,240.00	1,240.00	1,170.00
845-084-926.000	STREET LIGHTING	332.08	450.00	450.00	400.00
845-085-926.000	STREET LIGHTING	1,967.15	2,300.00	2,300.00	2,280.00
TOTAL APPROPRIATIONS		21,215.87	27,235.00	27,235.00	22,320.00
NET OF REVENUES/APPROPRIATIONS - FUND 845		1,061.96	0.00	0.00	0.00

**FUND 860**  
**2022 ROAD BOND FUND**

**These Special Assessment Districts were set up for purposes of road resurfacing projects in The Ravines. Revenue through interest and special assessment payments are used to make annual bond payments.**

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 860 2022 ROAD IMPROVEMENT BOND PAYMENT FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
860-000-699.810	TRAN IN FROM 2022 ROAD IMPROVEMENT	0.00	0.00	147,780.00	0.00
860-036-665.000	INTEREST EARNED	0.00	0.00	110.00	24,550.00
860-036-670.000	INTEREST FROM SAD PMT	0.00	0.00	24,544.00	126,040.00
860-036-672.000	SPECIAL ASSESSMENTS	0.00	0.00	208,373.00	0.00
TOTAL ESTIMATED REVENUES		0.00	0.00	380,807.00	150,590.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 860 2022 ROAD IMPROVEMENT BOND PAYMENT FUND

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
860-036-809.000	BANK FEES	0.00	0.00	0.00	90,000.00
860-036-991.000	BOND PAYMENT PRINCIPAL	0.00	0.00	0.00	51,570.00
860-036-992.002	BOND PAYMENT-INTEREST	0.00	0.00	0.00	500.00
TOTAL APPROPRIATIONS		0.00	0.00	0.00	142,070.00
NET OF REVENUES/APPROPRIATIONS - FUND 860		0.00	0.00	380,807.00	8,520.00

## **FUND 861**

### **2020 ROAD IMPROVEMENT BOND**

**These Special Assessment Districts were set up for purposes of road resurfacing projects in 2019 for Demaria West, Meadowood, and Shenandoah / Shenandoah Ponds. Bonding was undertaken in 2020. Revenue through interest and special assessment payments are used to make annual bond payments.**

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 861 2020 ROAD IMPROVEMENT BOND SAD

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
861-029-665.000	INTEREST EARNED	21.36	20.00	20.00	30.00
861-029-670.000	INTEREST FROM SAD PMT	3,887.80	3,270.00	3,270.00	3,260.00
861-029-672.000	SPECIAL ASSESSMENTS	32,955.54	24,720.00	24,720.00	24,170.00
861-036-665.000	INTEREST EARNED	0.00	50.00	50.00	0.00
861-036-672.000	SPECIAL ASSESSMENTS	0.00	126,490.00	126,490.00	4,270.00
861-060-665.000	INTEREST EARNED	40.60	20.00	20.00	36,925.00
861-060-670.000	INTEREST FROM SAD PMT	4,981.83	4,270.00	4,270.00	0.00
861-060-672.000	SPECIAL ASSESSMENTS	36,924.93	36,925.00	36,925.00	0.00
861-060-699.814	TRAN IN FROM ROAD PROJECTS	0.00	0.00	0.00	11,290.00
861-094-665.000	INTEREST EARNED	171.16	90.00	90.00	97,620.00
861-094-670.000	INTEREST FROM SAD PMT	13,362.93	11,290.00	11,290.00	0.00
861-094-672.000	SPECIAL ASSESSMENTS	109,387.54	98,740.00	98,740.00	0.00
TOTAL ESTIMATED REVENUES		201,733.69	305,885.00	305,885.00	177,565.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 861 2020 ROAD IMPROVEMENT BOND SAD

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
861-029-991.000	BOND PAYMENT PRINCIPAL	30,000.00	0.00	0.00	25,000.00
861-029-992.002	BOND PAYMENT-INTEREST	1,730.83	1,470.00	1,470.00	1,460.00
861-029-993.000	AGENT FEES	97.60	100.00	100.00	100.00
861-036-827.000	LEGAL	0.00	4,000.00	4,000.00	0.00
861-036-967.000	PROJECT COSTS	446.48	0.00	0.00	0.00
861-060-991.000	BOND PAYMENT PRINCIPAL	40,000.00	0.00	0.00	40,000.00
861-060-992.002	BOND PAYMENT-INTEREST	2,122.08	1,800.00	1,800.00	1,780.00
861-060-993.000	AGENT FEES	85.62	90.00	90.00	90.00
861-094-991.000	BOND PAYMENT PRINCIPAL	110,000.00	0.00	0.00	105,000.00
861-094-992.002	BOND PAYMENT-INTEREST	6,056.67	5,140.00	5,140.00	5,080.00
861-094-993.000	AGENT FEES	316.78	320.00	320.00	320.00
TOTAL APPROPRIATIONS		190,856.06	12,920.00	12,920.00	178,830.00
NET OF REVENUES/APPROPRIATIONS - FUND 861		10,877.63	292,965.00	292,965.00	(1,265.00)



## **FUND 882 SEWER DEBT SERVICE**

Revenue in this fund comes from three primary sources. The special Assessment Districts enacted for the original Sanitary Sewer System and the Spencer Road Extension, Tap-In Fees paid by new users connecting to the system, and a component of the quarterly bill paid by users until they reach the cap.

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

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

**616.000 Tap In Fee** charged to cover the cost of the new user's capacity in the treatment plant and transmission mains. Per Shoner, Potocki V. BT settlement agreement and Administrative Policy #818, the revenue for 401 new REU will be received by the General Fund. During FY 21/22 all 401 REU have been paid to the General Fund and all new sales of Sewer REU are deposited into Capital Reserve Fund 598.

**642.100 Debt Service/ Capital Charge** Fee charged on the quarterly utility bill required to make bond payments. Debt Service is currently \$80.50 per REU per quarter. Per Shoner, Potocki V. BT settlement agreement and Administrative Policy #817, the \$80.50 will stop accruing effective January 31, 2018 for the properties in the original SAD (~2002). The amount accrued through January 31, 2018 is \$3,458.99.

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

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

**670.000 -670.200 Special Assessments and Interest** Money received from tax roll payments on the assessments or from early pay offs. Early pay offs present a problem because it is difficult for us to invest the money at a rate equal to what we are paying to borrow the money.

**699.101 Transfer In From General Fund – None planned.**

## **EXPENSES**

**827.000 Legal** Funds are budgeted in the event of system expansion projects.

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

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

**Note –** The final bond payment for the original sewer system was made in the Fall 2020. Quarterly billing currently received in Fund 882 will be received in Fund 598 after the final bond payment. Also, any fund balance in 882 after the bond payment will be transferred to Fund 598.

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 882 SEWER DEBT SERVICE

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
ESTIMATED REVENUES					
882-000-613.000	DELINQUENT FEE ON TAXES	980.53	500.00	500.00	500.00
882-000-642.100	CAPITAL COSTS CHARGE	196,044.75	157,000.00	157,000.00	250,840.00
882-000-643.000	LATE CHARGE	4,546.21	2,000.00	2,000.00	2,000.00
882-000-665.000	INTEREST EARNED	2,088.34	2,000.00	2,000.00	2,000.00
882-000-670.000	INTEREST FROM SAD PMT	451.74	0.00	0.00	1,495.00
882-000-670.200	INTEREST FROM SAD- SPENCER	1,939.67	2,000.00	2,000.00	0.00
882-000-671.000	OTHER REVENUE	4,347.67	0.00	0.00	0.00
TOTAL ESTIMATED REVENUES		210,398.91	163,500.00	163,500.00	256,835.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 882 SEWER DEBT SERVICE

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
APPROPRIATIONS					
882-000-968.000	DEPRECIATION	856,375.00	850,000.00	850,000.00	0.00
882-000-995.598	TRAN OUT TO CAPITAL RESERVE	780,000.00	0.00	0.00	0.00
TOTAL APPROPRIATIONS		1,636,375.00	850,000.00	850,000.00	0.00
NET OF REVENUES/APPROPRIATIONS - FUND 882		(1,425,976.09)	(686,500.00)	(686,500.00)	256,835.00

## **FUND 883**

### **SPENCER ROAD SEWER DEBT SERVICE**

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

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

**992.001-993.000** Expenditures are the bond interest payments, agent fees and depreciation for this system.

Note – The Spencer Road Sewer Bond was Prepaid during the FY20-21 which saved approximately \$15,000.

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 883 SPENCER SEWER DEBT SERVICE

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
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ESTIMATED REVENUES					
883-000-665.000	INTEREST EARNED	53.29	0.00	0.00	50.00
883-000-670.000	INTEREST FROM SAD PMT	3,705.91	3,000.00	3,000.00	2,260.00
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TOTAL ESTIMATED REVENUES		3,759.20	3,000.00	3,000.00	2,310.00

BUDGET REPORT FOR BRIGHTON CHARTER TOWNSHIP  
Fund: 883 SPENCER SEWER DEBT SERVICE

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ADOPTED BUDGET  
FYE 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 ADOPTED BUDGET
<b>APPROPRIATIONS</b>					
883-000-968.000	DEPRECIATION	22,123.00	22,200.00	22,200.00	22,200.00
<b>TOTAL APPROPRIATIONS</b>		22,123.00	22,200.00	22,200.00	22,200.00
<b>NET OF REVENUES/APPROPRIATIONS - FUND 883</b>		(18,363.80)	(19,200.00)	(19,200.00)	(19,890.00)