

AGENDA
HAYES TOWNSHIP BOARD OF TRUSTEES
BUDGET
6:00p.m. June 12, 2023
Hayes Township Hall
9195 Major Douglas Sloan Road
Charlevoix, Michigan 49720

Join Zoom Meeting

<https://us02web.zoom.us/j/88001640434?pwd=QkdkY3AzN1dmKzZpaizQNEkwMkZ5dz09>

Meeting ID: 880 0164 0434
Passcode: 251468
+1 312 626 6799 US (Chicago)

1. Call to Order
2. Pledge of Allegiance
3. Review and Approval of Agenda
4. Public Comments
5. Presentation of 2023/2024 Fiscal Budgets
6. Public Comment

ADJOURN MEETING

Township of Hayes
Profit & Loss Budget Overview

		ACTUAL	BUDGET
	<u>Jul '22 - Jun '23</u>	<u>Jul '22 - Jun '23</u>	<u>Jul '23 - Jun '24</u>
Income			
CHARGES FOR SERVICE			
101-607 Zoning Fees (Zoning/Planning Fees)	6,500.00	8,343.50	9,000.00
101-630 Twp Hall Rent	500.00	700.00	2,200.00
Total CHARGES FOR SERVICE	7,000.00	9,043.50	11,200.00
INTEREST			
101-665 Interest / Dividends (Interest / Dividends on Township Accounts)	2,400.00	1,427.57	2,400.00
Total INTEREST	2,400.00	1,427.57	2,400.00
OTHER			
101-276 Cemetery	1,500.00	700.00	1,000.00
101-695 FOIA / Other Misc.	1,587.20	744.25	700.00
101-800 Grants			
Cares Act (ARPA)	100,700.00	199,331.31	199,331.31
Charlevoix County Milleage	25,500.00	30,000.00	9,999.00
Community Foundation	5,000.00	0.00	5,000.00
Total 101-800 Grants	131,200.00	229,331.31	214,330.31
200-695 Metro Act Revenue	5,000.00	June	5,000.00
Total OTHER	139,287.20	230,775.56	221,030.31
STATE REVENUE			
101-574 State Rev. Sharing (State Revenue Sharing)	192,000.00	166,648.13 June	192,000.00
Total STATE REVENUE	192,000.00	166,648.13	192,000.00
TAX REVENUE			
101-402 Twp. Operating (Property Taxes)	220,000.00	231,586.40	230,000.00
101-425 Swamp Tax	360.00	345.29	360.00
101-429 Commercial Forest	31.00	26.80	31.00
101-434 Coach Tax (Mobile Home Park Taxes)	1,100.00	1,100.00	1,100.00
101-447 Collection Fees (Administration Fees)	65,000.00	82,360.44	78,000.00
101-448 School Tax Collection (School Tax Collection Fee)	4,520.00	617.50	4,520.00
101-573 Comm. Stabilization (Local Community Stabilization)	7,000.00	22,621.01	8,000.00
101-694 Fines/Penalties	500.00	7,506.32	250.00
Total TAX REVENUE	298,511.00	346,163.76	322,261.00
Total Income	639,198.20	754,058.52	748,891.31

Township of Hayes
Profit & Loss Budget Overview

	BUDGET	ACTUAL	BUDGET
	Jul '22 - Jun '23	Jul '22 - Jun '23	Jul '23 - Jun '24
Cost of Goods Sold			
Cost of Goods Sold (Costs of items purchased and then sold to customers)	0.00	0.00	0.00
Total COGS	0.00	0.00	0.00
Gross Profit	639,198.20	754,058.52	748,891.31
Expense			
GENERAL GOVERNMENT			
101 Township Board			
101-702 Trustee Salary	8,550.00	8,383.88	9,264.00
101-703 Per Diem/ Rec Secretary	3,000.00	2,550.00	3,200.00
101-704 Office Manager Pay	0.00	0.00	0.00
101-800 Accounting, Legislative	15,000.00	16,187.60	20,000.00
101-801 Trustee Education	400.00	380.00	400.00
101-802 Postage & Postage Meter	2,400.00	2,134.89	2,400.00
101-805 Legal Services	35,000.00	39,428.11	45,000.00
101-910 Publication/Printing	1,500.00	1,253.78	10,000.00
101-911 Web Page Publishing	800.00	954.99	2,500.00
Total 101 Township Board	66,650.00	71,273.25	92,764.00
171 Supervisor			
171-702 Supervisor Salary (Supervisor Salary)	29,975.00	29,975.00	29,975.00
Deputy Supervisor	1,000.00	0.00	1,000.00
171-800 Supervisor Education	500.00	380.00	500.00
171-980 Supv. Equipment / Phone	600.00	600.00	600.00
Total 171 Supervisor	32,075.00	30,955.00	32,075.00
191 Elections			
191-703 Election Pay	4,000.00	4,911.00	4,000.00
191-727 Election Ofc Supplies	2,000.00	1,491.25	2,000.00
191-910 Election Publ/Printing	100.00	98.72	500.00
191-958 Election Miscellaneous	1,500.00	1,100.00	1,500.00
Total 191 Elections	7,600.00	7,600.97	8,000.00
209 Assessor			
702 Salary	31,625.00	31,625.00	34,376.00
727 Office Supplies	0.00	0.00	0.00

Township of Hayes
Profit & Loss Budget Overview

	BUDGET	ACTUAL	BUDGET
	Jul '22 - Jun '23	Jul '22 - Jun '23	Jul '23 - Jun '24
800 Services/Education	750.00	0.00	750.00
850 Telephone	0.00	0.00	0.00
980 Equipment	300.00	0.00	1,500.00
Total 209 Assessor	32,675.00	31,625.00	36,626.00
215 Clerk			
702 Salary	29,975.00	29,975.00	32,583.00
703 Deputy Clerk Pay	12,000.00	7,652.78	15,000.00
727 Office Supplies	0.00	0.00	0.00
800 Services/Education	900.00	380.00	2,500.00
980 Equipment	1,400.00	0.00	1,400.00
Total 215 Clerk	44,275.00	38,007.78	51,483.00
247 Board of Review			
703 Pay	2,200.00	2,150.00	2,200.00
800 Services/Education	500.00	85.00	250.00
910 Publication/Printing	100.00	98.72	350.00
Total 247 Board of Review	2,800.00	2,333.72	2,800.00
253 Treasurer			
702 Salary	29,975.00	29,975.00	32,583.00
703 Deputy Treasurer Pay	1,000.00	0.00	1,000.00
703 Summer Salary (Treasurer Summer Salary)	0.00	0.00	0.00
727 Office Supplies	0.00	0.00	0.00
800 Services/Education	300.00	0.00	300.00
980 Equipment	1,500.00	0.00	500.00
Total 253 Treasurer	32,775.00	29,975.00	34,383.00
265 Township Hall			
Hayes Township Support	10,000.00	6,281.70	20,000.00
703 Custodial Pay	2,500.00	625.00	2,500.00
728 Supplies	8,500.00	2,548.75	8,500.00
741 Heating	3,000.00	3,951.08	4,000.00
800 Equipment	5,000.00	0.00	6,810.31
850 Telephone/Internet/Fax	1,500.00	1,124.26	1,500.00
920 Electric	2,000.00	2,083.00	2,000.00

Township of Hayes
Profit & Loss Budget Overview

	BUDGET	ACTUAL	BUDGET
	Jul '22 - Jun '23	Jul '22 - Jun '23	Jul '23 - Jun '24
930 Maintenance	6,000.00	3,292.00	16,000.00
980 Improvements	13,500.00	6,172.52	25,000.00
Total 265 Township Hall	52,000.00	26,078.31	86,310.31
276 Cemetery			
702 Salary	1,200.00	1,408.00	700.00
930 Maintenance/ Burial	3,500.00	1,713.38	5,000.00
980 Improvements	2,500.00	0.00	2,500.00
Total 276 Cemetery	7,200.00	3,121.38	8,200.00
Total GENERAL GOVERNMENT	278,050.00	240,970.41	352,641.31
HEALTH AND WELFARE			
651 Ambulance			
800 Services	0.00	4,704.04	0.00
651 Ambulance - Other	0.00	0.00	0.00
Total 651 Ambulance	0.00	4,704.04	0.00
Total HEALTH AND WELFARE	0.00	4,704.04	0.00
PUBLIC SAFETY			
101-336 Fire Protection			
741 Heating	1,700.00	2,626.36	1,700.00
800 Services/Education	50,000.00	45,000.00	75,000.00
920 Electric	275.00	1,510.85	400.00
930 Maintenance	10,000.00	1,340.00	5,000.00
Total 101-336 Fire Protection	61,975.00	50,477.21	82,100.00
412 Zoning & Planning			
412-703 File Clerk, Admin Pay	4,500.00	4,000.00	10,000.00
702 Recording Secretary Pay	5,800.00	3,950.00	6,200.00
703 ZBA / PC / Per Diem Pay	14,000.00	11,245.00	14,000.00
727 Office Supplies	0.00	0.00	0.00
800 Prof. Services/Education	10,000.00	4,325.00	35,000.00
910 Publication/Printing	3,000.00	1,462.97	4,500.00
Total 412 Zoning & Planning	37,300.00	24,982.97	69,700.00
420 Ordinance Officer			
420-702 Z. Admin Salary	23,350.00	21,368.95	23,350.00

Township of Hayes
Profit & Loss Budget Overview

	BUDGET	ACTUAL	BUDGET
	Jul '22 - Jun '23	Jul '22 - Jun '23	Jul '23 - Jun '24
420-703 Z. Admin Hourly Wage	7,500.00	262.50	7,500.00
800 Services/Education	500.00	85.00	1,000.00
850 Telephone	0.00	0.00	0.00
910 Publication/Printing	700.00	0.00	700.00
980 Equipment	850.00	0.00	500.00
Total 420 Ordinance Officer	32,900.00	21,716.45	33,050.00
Total PUBLIC SAFETY	132,175.00	97,176.63	184,850.00
PUBLIC WORKS			
446 Roads			
920 Hall Lot & Street Lights	2,200.00	2,246.24	2,400.00
930 Repair/Maintenance/Brine	57,000.00	52,665.38	57,000.00
Total 446 Roads	59,200.00	54,911.62	59,400.00
447 Phragmites	0.00	0.00	0.00
Total PUBLIC WORKS	59,200.00	54,911.62	59,400.00
RECREATION AND CULTURAL			
756 Township Parks & Recreation			
Hayes Township Park/CSG Expense			
800 HTP/CSG Custodial/Cleaning	200.00	0.00	600.00
800 HTP/CSG Prof. Services	10,000.00	9,000.00	25,000.00
920 HTP/CSG Electric	3,500.00	3,391.13	5,000.00
930 HTP/CSG Park Maintenance	5,000.00	6,747.76	10,000.00
971 HTP/CSG Pier-Buoys-Bubblers	1,600.00	980.00	1,000.00
980 HTP/CSG Equip/Improvements	60,000.00	31,184.47	60,000.00
980 HTP/CSG WiFi Internet	1,200.00	1,179.02	1,200.00
Total Hayes Township Park/CSG Expense	81,500.00	52,482.38	102,800.00
Other Township Parks Expense			
703 Equipment / Improvements	2,000.00	150.00	6,000.00
930 Maintenance	700.00	0.00	2,700.00
Total Other Township Parks Expense	2,700.00	150.00	8,700.00
756 Township Parks & Recreation - Other	0.00	1,935.00	0.00
Total 756 Township Parks & Recreation	84,200.00	54,567.38	111,500.00
Total RECREATION AND CULTURAL	84,200.00	54,567.38	111,500.00

Township of Hayes
Profit & Loss Budget Overview

	BUDGET	ACTUAL	BUDGET
	Jul '22 - Jun '23	Jul '22 - Jun '23	Jul '23 - Jun '24
UNALLOCATED			
954 Insurance	17,238.50	10,451.00	25,000.00
956 FICA/Medicare	15,500.00	12,203.39	15,500.00
990 Transfer to Capitol Project	0.00	0.00	0.00
Total UNALLOCATED	32,738.50	22,654.39	40,500.00
Total Expense	586,363.50	474,984.47	748,891.31
Net Income	52,834.70	279,074.05	0.00

HAYES TOWNSHIP ROAD FUND
Profit & Loss Budget Worksheet - Draft
July 1, 2023 through June 30, 2024

	Plan Budget Jul 23-24	Comments
Income		
INTEREST		
102-665 Road Millage Interest	350.00	
INTEREST - Other	0.00	
Total INTEREST	350.00	
TAX REVENUE		
102-402 Road Millage	231,586.40	
102-417 Delinquent Taxes	25.00	
102-694 Fines/Penalties	5.00	
TAX REVENUE - Road Account Balance	369,584.31	
Total TAX REVENUE	601,200.71	
Total Income	601,550.71	
Expense		
Payroll Expenses	0.00	
PUBLIC WORKS		
102-930 Project Cost	287,592.00	Bay Shore West
PUBLIC WORKS - Other	0.00	
Total PUBLIC WORKS	287,592.00	
Total Expense	287,592.00	
	313,958.71	