

AGENDA
ROSE TOWNSHIP
9080 Mason Street
Holly, MI 48442
May 8, 2024-Regular Meeting
7:00 P.M.



CALL TO ORDER:
PLEDGE OF ALLEGIANCE

ROLL CALL: Dianne Scheib-Snider, Supervisor
Debbie Miller, Clerk
Paul Gambka, Treasurer

Patricia Walls, Trustee
Agnes Miesch, Trustee

1. **Approval of Agenda**
2. **Approval of Consent Agenda**
 - A. Approval of Township Board Meeting Minutes of April 10, 2024.
 - B. Receipt of Monthly Reports
 - Building Department
 - N.O.C.F.A.
 - HAYA
 - Financial Report
 - Treasurers Report
 - CDBG Report
 - Code Enforcement Officer Report
 - C. Payment of Bills

Brief Public Comments on unfinished & new agenda items only, comments only, limit comments to 3 minutes

3. Public Hearing for Eveline Drive Special Assessment District: The purpose of this public hearing is to receive objections to the petition for the proposed Eveline Drive Special Assessment District for the maintenance of a private road.

4. Unfinished Business

5. New Business

- A. Application for License of an Outdoor Assembly (Rodeo)

- B. 2024 Lake Braemar Fireworks Display Application
- C. Eveline Drive Special Assessment District Resolution to approve a Public Hearing Date to Hear Objections to the Special Assessment Roll.
- D. Fish Lake Aquatic Weed Control Special Assessment District Resolution to Approve a Public Hearing Date to Hear Objections to the Petition.
- E. Big Trail, Frushour, Field Drive Special Assessment District Resolution to Approve a Public Hearing Date to Hear Objections to the Petition.
- F. OLHSA Chore Mini Grant Application
- G. Closed session with counsel to discuss trial or settlement strategy regarding specific pending litigation pursuant to MCL 15.268(e) regarding Rose Township v. Julius and Jill Stern, Case #24-000326 ON since an open meeting would have a detrimental financial effect on the settlement or litigation position of the Township.

6. Announcements

- A. Planning Commission Meeting: June 6, 2024 @ 7:00 p.m.
- B. Zoning Board of Appeals Meeting: June 4, 2024 @ 7:00 p.m.
- C. N.O.C.F.A. Board Meeting: May 20, 2024 @ 6:30 p.m. NOCFA Station #1
- D. Assessing Office: M-F, 9:00a.m.-5:00p.m. 248-858-2179, doyler@oakgov.com
- E. Township Board Regular Meeting: June 12, 2024 @ 7:00 p.m.
- F. NoHaz Event: Saturday, June 1, 2024 @ Oxford Middle School
1420 Lakeville Road, Oxford. From 8:00 am- 2:00 pm

7. Miscellaneous Reports

- A. Clerk
- B. Cemetery
- C. N.O.C.F.A.
- D. Planning Commission
- E. HAYA
- F. Treasurer
- G. Zoning Board of Appeals
- H. Parks and Recreation
- I. Heritage Committee
- J. Supervisor

8. Brief Public Comments-Comments only, limit comments to 3 minutes

9. Adjournment

This notice is posted in compliance with PA267 of 1976 as amended (Open Meetings Act), MCLA 41.72a (2) (3) and the Americans with Disabilities Act. Individuals with disabilities requiring auxiliary aids or services should contact the Rose Township Board of Trustees by contacting the Rose Township Clerk's office, 9080 Mason Street, Holly, MI 48442 (248) 634-8701 clerk@rosetownship.com.

Dianne Scheib-Snider, Rose Township Supervisor

**April 10, 2024 – REGULAR MEETING
ROSE TOWNSHIP
BOARD OF TRUSTEES**

DATE: Wednesday, April 10, 2024
TIME: 7:00 p.m.
PLACE: 9080 Mason St, Holly, MI 48442

PRESENT: Paul Gambka, Treasurer Patricia Walls, Trustee
 Dianne Scheib-Snider, Supervisor Agnes Miesch, Trustee
 Debbie Miller, Clerk

ABSENT: None

OTHERS PRESENT: Angie Guillen, Recording Secretary, John Mulvihill, Township Attorney

OTHERS: Paul Englehart, Debra Bourdeau, Will Love, Brad Stilwell, Bill Jobes, Sharon Reisenauer, Dan Johnson, Mike Maher and Julius Stern.

CALL TO ORDER: Supervisor Scheib-Snider called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE:

1. Approval of Agenda:

Motion by Trustee Gambka to approve the agenda as presented. Second by Trustee Miesch.

VOTE: YES: Miesch, Miller, Walls, Gambka, Scheib-Snider

NO: None

ABSENT: None

2. Approval of Consent Agenda:

Motion by Scheib-Snider to approve the consent agenda as presented with an addition to the minutes on page three of six with the heading Use of Township Facilities and the correction being on page four of six to add the word "in-kind" in her motion. Second by Treasurer Gambka.

VOTE: YES: Miller, Walls, Gambka, Miesch, Scheib-Snider

NO: None

ABSENT: None

Brief Public Comments on items appearing on the agenda under unfinished business & new agenda items only: (limit comments to 3 minutes)

Mike Maher addressed the Board regarding mowing bids for the cemeteries. He further commended Julius Stern for the countless hours and dedication he puts into the cemetery committee and suggested the Township funds in the case against Julius be capped if there is further litigation.

Dan Johnson addressed the Board regarding the litigation against Julius Stern. He explained what was trying to be accomplished by placing garbage in the cemetery trash can as to see when it was emptied by Republic Services. He stated the case against Julius is a waste of Township money.

3. Unfinished Business:

A. American Towers/Cell Tower Contract Proposed Amendments

Discussion was held regarding the offer from American Towers and proposed cell tower agreement. Supervisor Scheib-Snyder indicated she received information from different municipalities regarding cell towers they own and are comparable to what we are doing now.

Motion by Gambka to leave the lease currently with 3% escalator given the fact that the other Townships that we see here seem to be getting 3%, 4% and 5% escalator and tell American Tower we are not going to make any changes. Second by Trustee Walls. Discussion ensued.

VOTE: YES: Walls, Gambka, Miesch, Scheib-Snyder
NO: Miller
ABSENT: None

B. SAFEbuilt Michigan LLC Contract

Supervisor Scheib-Snyder indicated the Township Attorney recommended having revisions included in the contract. He suggested to have on page 8 of 9 under planning and zoning services, the consultant agrees to provide litigation support as necessary including expert reports of testimony by a certified licensed planner related to land use and zoning matters. This has been received back and signed by SAFEbuilt and is like the contract we had in the past. Discussion ensued.

Motion by Walls to accept the professional services agreement between Rose Township Michigan and SAFEbuilt Michigan LLC as presented. Second by Miesch.

VOTE: YES: Gambka, Miesch, Miller, Walls, Scheib-Snyder
NO: None
ABSENT: None

C. Eveline Drive Special Assessment District Resolution for Approval of a Public Hearing Date to Hear Objections to the Petitions.

Motion by Scheib-Snyder to approve the Rose Township Resolution intent to create a special assessment district Eveline Drive Road Maintenance District 9 Resolution to have a public hearing on objections to the petition to be scheduled for the 8th day of May 2024 at 7pm or as soon as possible thereafter. Second by Walls. She indicated that we would approve this and put this on the agenda and the Clerks Department needs to do the mailings and the advertising for the public hearing.

VOTE: YES: Miesch, Miller, Walls, Gambka, Scheib-Snyder
NO: None
ABSENT: None

4. New Business:

A. West Nile Fund Participation and Reimbursement Authorization Resolution

Supervisor Scheib-Snyder indicated the amount we receive for the West Nile Virus Mosquito Protection Program is the same as last year. This is just a formality. She had to attend an hour and a half meeting and submit paperwork, get estimates, and approve the resolution to receive the reimbursement of \$2,596.86.

Last year the Board allowed her to spend more and it got consumed because of the cost increases but this year her quotes were done on sales that were going to expire so she was able to benefit from the sale prices based on the resolution approval. Based on her quotes she can get two cases of tablets and insect larvicide and spend about what we spent last year.

Motion by Supervisor Scheib-Snider to approve the Rose Township Resolution 2024-XX for the West Nile Virus Fund Participation and Reimbursement Authorization in the amount of \$2,596.86 for mosquito control activity. Second by Walls.

ROSE TOWNSHIP RESOLUTION # 2024-06

WEST NILE VIRUS FUND PARTICIPATION AND REIMBURSEMENT AUTHORIZATION

WHEREAS, Upon the recommendation of the Oakland County Executive, the Oakland County Board of Commissioners has established a West Nile Virus Fund Program to assist Oakland County cities, villages and townships in addressing mosquito control activities; and

WHEREAS, Oakland County's West Nile Virus Fund Program authorizes Oakland County cities, villages and townships to apply for reimbursement of eligible expenses incurred in connection with personal mosquito protection measures/activity, mosquito habitat eradication, mosquito larvicide or focused adult mosquito insecticide spraying in designated community green areas; and

WHEREAS, Rose Township, Oakland County, Michigan will incur expenses in connection with mosquito control activities believed to be eligible for reimbursement under Oakland County's West Nile Virus Fund Program.

NOW THEREFORE BE IT RESOLVED that the Rose Township Board of Trustees authorizes the Township Supervisor, as agent for the Township, in the manner and to the extent provided by the Oakland County Board of Commissioners, to confirm the township's participation in the West Nile Virus mosquito protection program and to request reimbursement of up to \$2,596.86 for mosquito control activity, specifically personal mosquito repellent products, under Oakland County's West Nile Virus Fund Program.

BE IT FURTHER RESOLVED that in order to provide effective West Nile Virus protection, Rose Township will distribute the purchased mosquito repellent products to its residents from the township offices, the township parks and from any other location that may become available for distribution.

VOTE: YES: Miller, Walls, Gambka, Miesch, Scheib-Snider
NO: None
ABSENT: None

Motion by Supervisor Scheib-Snider to approve additional funds not to exceed \$2,900.00 for products that address mosquito control activities including shipping charges. Second by Walls. Discussion ensued regarding what the Supervisor was purchasing in regard to resident needs.

VOTE: YES: Walls, Gambka, Miller, Miesch, Scheib-Snider
NO: None
ABSENT: None

B. 2024 and 2025 Site Grass Contract Bids Township Offices, Historic Hall, and Parks

Supervisor Scheib-Snider indicated this was a two-year contract bid. There was only one person who bid. The person who bid has been used in the past and did not raise their contract bid from last year and there was no increase for the following year. She further indicated what areas the bid included explaining it was not for the cemetery. She indicated for the 2024-2025 season they need to supply updated certificate of liability insurance before we go ahead with the 2025 season.

Motion by Walls to award All In One Lawn Care Services with the site grass mowing contract for the Rose Township Offices Hall, Civic and Dearborn Parks for the 2024-2025 grass maintenance season in the amount of \$5,510.00 each year for the contract year 2024 and 2025. Second by Gambka. Discussion ensued.

VOTE: YES: Gambka, Miesch, Miller, Walls, Scheib-Snider
NO: None
ABSENT: None

C. 2024 Site Grass Contract Bids Cemetery

Supervisor Scheib-Snider indicated there were two bids received from TPC Lawn & Landscape and M & A Investments LLC with a difference of \$912.00 dollars.

Motion by Treasurer Gambka to approve TPC Lawn & Landscape for the 2024 site grass mowing contract for the Rose Township Cemeteries grass maintenance season in the amount of \$12,242.00. Second by Miller. Discussion ensued.

VOTE: YES: Miesch, Miller, Walls, Gambka, Scheib-Snider
NO: None
ABSENT: None

D. 2024 RCOC Dust Control Program

Supervisor Scheib-Snider explained the RCOC Dust Control Program and stated in the last two years for dust control we had four applications applied, prior to that we had five applications applied. There was a slight increase this year compared to last year, but there were no increases in the years prior to that. This is something we have been doing for decades.

Motion by Miesch for the proposed blanket program with four applications in the amount of \$90,591.36. Second by Walls. Discussion ensued.

VOTE: YES: Miller, Walls, Gambka, Miesch, Scheib-Snider
NO: None
ABSENT: None

E. North Oakland Fire Authority Proposed Operating Budget FY 2025

Motion by Scheib-Snider to approve the North Oakland Fire Authority Proposed Operating Budget FY 2025 in the amount of \$2,845,750.00. The Township of Rose contribution amount is \$1,103,000.00. Second by Walls. Supervisor Scheib-Snider reported on the most recent North Oakland County Fire Authority Meeting. Discussion ensued.

VOTE: YES: Walls, Gambka, Miller, Miesch, Scheib-Snider

NO: None
ABSENT: None

F. Closed Session

Motion by Supervisor Scheib-Snider to go into closed session at 8:06 pm with Counsel to discuss trial or settlement strategy regarding specific pending litigation pursuant to MCL 15.268 (e) regarding the Township of Rose v. Kreiner, Case No. 22-192542-CZ and Rose township v. Julius and Jill Stern, Case #24-000326 ON since an open meeting would have a detrimental financial effect on the settlement or litigation position of the Township. Second by Walls.

VOTE: YES: Gambka, Miesch, Miller, Walls, Scheib-Snider
NO: None
ABSENT: None

The regular Township Meeting reconvened at 8:39pm

Motion by Scheib-Snider to go back into open session at 8:39 pm. Second by Walls.

VOTE: YES: Miesch, Miller, Walls, Gambka, Scheib-Snider
NO: None
ABSENT: None

5. Announcements:

- A. Planning Commission Meeting:** May 2, 2024, at 7:00 p.m.
- B. Zoning Board of Appeals Meeting:** May 7, 2024, at 7:00 p.m.
- C. N.O.C.F.A. Board Meeting:** April 15, 2024, at 6:30 p.m. Rose Twp. Offices
- D. Assessing Office:** M-F, 9:00am - 5:00pm, Rob Doyle, 248-858-2179, doyler@oakgov.com
- E. Township Board Regular Meeting:** May 8, 2024, at 7:00 p.m.
- F. NoHaz,** Saturday April 27, 2024. Oakland County Service Center Campus, 1200 N. Telegraph Road, Pontiac, MI. 48341 from 8am – 2pm
- G. Rose Township Clean-Up Day.** May 4, 2024, from 8:00am – 4:00pm

6. Miscellaneous Reports:

- A. Clerk Report:** Clerk Miller indicated she and her Deputy completed a two-day class in Mt Pleasant and tomorrow they will be at Oakland County all day regarding election administration training. She indicated she would like to get her additional election staff employee hired and trained now so that they will be ready for the upcoming Presidential Election season. Supervisor Scheib-Snider clarified that it needed to be approved by the Election Commissioners at a special meeting. Clerk Miller indicated it is imperative that we get this person hired and trained as it is a law to have the front Clerks counter always staffed. Discussion ensued.
- B. Cemetery Committee:** Clerk Miller indicated they have not met.
- C. N.O.C.F.A.:** Supervisor Scheib-Snider indicated she discussed the N.O.C.F.A. meeting in detail during the Proposed Operating Budget FY 2025 discussion earlier. Clerk Miller stated the N.O.C.F.A. meeting on Monday is going to be a big meeting.
- D. Planning Commission:** Trustee Miesch indicated the meeting was cancelled.

- E. HAYA:** Trustee Walls indicated there was no report.
- F. Treasurer Report:** Treasurer Gambka indicated the taxes were submitted for settlement to Oakland County and we are waiting to hear if they accepted the settlement. When they do, we will receive the balance of our taxes which is usually received sometime during the first week in May. Most people pay their taxes on time, and the 1-2% not paid gets submitted to Oakland County and they assume the collection duties and even foreclosure if need be.
- G. Zoning Board of Appeals:** Treasurer Gambka indicated there was no meeting.
- H. Parks and Recreation:** Supervisor Scheib-Snyder indicated the committee is going to be pruning the trail at Rose Ponds. The residents are grateful for the efforts to create a new parking lot there which she explained was not new, there was scrub brush removed and put down crushed concrete. She had several residents indicate they appreciate it.
- I. Heritage Committee:** Supervisor Scheib-Snyder indicated the Heritage Committee is working on plans for creating events and when we get closer, she will share flyers with the Clerks Department to put on the website and place them on social media. She indicated the historian from Oakland County Carol Egbo and Muara Jung who is on the Heritage Committee, have created a Historic Hall brochure with the history of the hall and including new and old photos which will be shared at our open house when we are ready. She thanked them for the kind gesture.
- J. Supervisor Report:** Supervisor Scheib-Snyder shared Historic Hall updates. She indicated she contracted Beauchamp Water Treatment Solutions and explained the cost savings with utilizing them for the water softener and reverse osmosis system. The reverse osmosis system was drained a couple times this week and was tested for the amount of iron in the water and indicated there is a lifetime warranty on the new water softener. She measured the rugs and tables and made sure the tables were ADA compliant. She explained the challenges with receiving the tables and finding safe stable chairs. She approved the last invoice for the builder and architect, and we were under budget for the Historic Hall. With all the additional items mentioned it will put us a little over budget, but we need those in order to use it. Anything else will be put in the next budget and we will take bids on the additional needed items. We used the last of our ARPA funds, N.O.C.F.A. still has funds and she shared that it was approximately \$100,000.00. She wrote an article for the newspaper explaining what N.O.C.F.A. has spent. During the last Fire Board Meeting you were able to see the brush truck Rose Township paid for and is now in service. She further discussed the new policies being created with the Township Attorney for the Historic Hall policy and other policies going forward which will be added to the policy book for the Township. Discussion ensued.

7. Brief Public Comments – Comments only, limit comments to 3 minutes

Will Love addressed the Board regarding the hourly rate for the Township Attorney as he sat through the Board meeting until the closed session ended.

Mike Maher addressed the Board regarding restrictions for the use of the public Township Hall.

Brad Stilwell addressed the Board regarding the Michigan Township Association zoom lunch and learn regarding the use of Township Hall facilities.

8. Adjournment: 9:07 p.m.

Date: _____

Debbie Miller, MMC, MiPMC III
Rose Township Clerk

DRAFT

ROSE TOWNSHIP 2023/24 FISCAL YTD BUILDING DEPT.

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTALS
PERMITS ISSUED													
BUILDING	11	4	8	5	3	4	1	6	2	8			52
AG USE AFFS	0	0	0	0	0	0	0	1	1	0			2
ELECTRICAL	21	11	8	8	7	11	7	1	9	5			88
PLUMBING	4	9	2	4	2	4	2	1	4	3			35
MECHANICAL	12	15	11	4	6	12	3	3	7	5			78
TOTAL	48	39	29	21	18	31	13	12	23	21	0	0	255
INSPECTIONS													
# BUILDING	31	45	37	50	36	18	21	15	22	18			293
# ELECTRICAL	35	28	23	34	22	20	22	15	16	17			232
# PLUMBING	16	10	10	17	8	14	16	4	5	9			109
# MECHANICAL	30	16	20	27	17	14	21	8	14	9			176
TOTAL	112	99	90	128	83	66	80	42	57	53	0	0	810
PAID OUT													
BUILDING	2,015.00	2,925.00	2,405.00	3,250.00	2,340.00	1,170.00	1,365.00	975.00	1,430.00	1,170.00			19,045.00
ELECTRICAL	2,802.85	2,637.65	2,139.80	3,005.80	2,005.00	1,890.80	2,049.80	1,226.70	1,411.20	1,315.60			20,485.20
PLUMBING	1,849.65	756.35	1,062.60	1,745.60	837.85	1,303.20	1,487.90	417.85	487.50	662.30			10,610.80
MECHANICAL	2,581.15	1,478.55	1,590.25	2,310.15	1,358.65	1,167.40	1,842.15	672.65	1,093.80	718.90			14,813.65
RETAINER	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00			12,000.00
Other per contract	585.00	175.50	351.00	234.00	175.50	234.00	117.00	351.00	117.00	409.50			2,749.50
TOTAL PAID	11,033.65	9,173.05	8,748.65	11,745.55	7,917.00	6,965.40	8,061.85	4,843.20	5,739.50	5,476.30	0.00	0.00	79,704.15
FEES RECEIVED													
BLD PLAN REVIEW	650.00	195.00	390.00	260.00	195.00	260.00	130.00	390.00	130.00	455.00			3,055.00
BUILDING FEES	9,358.00	2,954.00	5,178.00	2,389.00	2,436.00	2,330.00	1,085.00	7,466.00	1,171.00	3,153.00			37,520.00
ELECTRICAL FEES	5,233.00	3,091.00	2,170.00	2,397.00	1,474.00	2,204.00	2,544.00	470.00	3,273.00	1,472.00			24,328.00
PLUMBING FEES	1,839.00	3,099.00	474.00	1,347.00	465.00	930.00	1,013.00	65.00	1,473.00	1,246.00			11,951.00
MECHANICAL FEES	2,753.00	3,472.00	1,624.00	1,110.00	1,280.00	1,848.00	965.00	396.00	1,403.00	1,049.00			15,900.00
CONTRACTOR FEE	90.00	62.00	45.00	34.00	45.00	48.00	156.00	16.00	45.00	31.00			572.00
SUNDRY (NSF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
TOTAL REC'D	19,923.00	12,873.00	9,881.00	7,537.00	5,895.00	7,620.00	5,893.00	8,803.00	7,495.00	7,406.00	0.00	0.00	93,326.00
TOTAL FEES REC'D													
TOTAL FEES REC'D	19,923.00	12,873.00	9,881.00	7,537.00	5,895.00	7,620.00	5,893.00	8,803.00	7,495.00	7,406.00	0.00	0.00	93,326.00
TOTAL PAID OUT													
TOTAL PAID OUT	11,033.65	9,173.05	8,748.65	11,745.55	7,917.00	6,965.40	8,061.85	4,843.20	5,739.50	5,476.30	0.00	0.00	79,704.15
NET													
NET	8,889.35	3,699.95	1,132.35	-4,208.55	-2,022.00	654.60	-2,168.85	3,959.80	1,755.50	1,929.70	0.00	0.00	13,621.85
	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	YEARLY NET
	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	



NORTH OAKLAND COUNTY FIRE AUTHORITY
Board of Directors Proposed Agenda For
Monday April 15, 2024, 6:30PM
Location: Rose Township Offices. 9080 Mason St. Holly, MI 48442

1. **PLEDGE OF ALLEGIANCE** Kullis Miller Schelb-Snyder
2. **CALL TO ORDER / ROLL CALL** Winchester Stilwell Chief Lintz
3. **AGENDA APPROVAL**
4. **CONSENT AGENDA** - *All items listed under "Consent Agenda" are considered to be routine, and non-controversial, do not require discussion by the NOCFA Board and will be approved by one motion. There will be no separate discussion. If discussion is desired on an item, that item will be removed from the consent agenda and will automatically be moved to the last item under New Business.*
 - a. Approval of meeting minutes from 3/18/2024
 - b. Financial Reports: General Fund Revenue & Expense Year to Date.

Checking Account as of: 3/31/2024	\$14,931.92
Statement Savings Account as of: 3/31/2024	\$323,187.44
Equipment Replacement Money Market Account as of: 3/31/2024	\$421,514.07
Accounts Receivable: – MEDICAL as of: 3/31/2024	\$89,846.91
Accounts Receivable: – FIRE as of: 3/31/2024	\$2,870.00
Aging Accounts Turned Over to Collections Allowance as of: 3/31/2024	\$37,544.47
Cost of Payroll: 3/18/2024 & 4/1/2024	\$96,933.87
Bills For Payment Total: 3/19/2024 through 4/15/2024	\$39,154.24

5. **PUBLIC COMMENT- ON AGENDA ITEMS ONLY:** Members of the public may address the board once recognized by the chair. Comments are limited to 3 minutes. Prior to addressing the board, members of the public will state their name and address for the record. A second public comment is available prior to adjournment of the meeting for all other comments. Thank you for your cooperation.
6. **PRESENTATIONS**
 - a) None
7. **UNFINISHED BUSINESS**
 - a) Articles of Incorporation Revisions / Creating Board Policies
8. **NEW BUSINESS**
 - a) Fire Chief's job description (10.50)
 - b) Administrative Manager job description (10.46)
 - c) Fire Chief open position posting
9. **REPORTS – Including Monthly Incident Data for: March 2024**
 Chiefs Report Firefighters Assoc. Holly Twp. Rose Twp. Citizen at Large
10. **PUBLIC COMMENT - General**
11. **ADJOURNMENT** Next meeting will be Monday May 20, 2024, at 6:30pm NOCFA Station 1, 5051 Grange Hall Rd. Holly, MI 48442

North Oakland County Fire Authority

Budget vs. Actuals: FY_2023_2024 - FY24 P&L

July 2023 - June 2024

	TOTAL					
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
Income						
4050 Revenues						
401 Holly Township Contribution	1,056,000.00	1,056,000.00	0.00	0.00	100.00 %	0.00 %
402 Rose Township Contribution	1,056,000.00	1,056,000.00	0.00	0.00	100.00 %	0.00 %
403 Training/Education revenues	37,175.00	37,000.00	175.00	-175.00	100.47 %	-0.47 %
404 Fire Cost Recovery	1,925.00	2,000.00	-75.00	75.00	96.25 %	3.75 %
405 Grant Receipts	412,932.89	372,000.00	40,932.89	-40,932.89	111.00 %	-11.00 %
405.5 SAFER Grant Receipts	102,433.55	100,000.00	2,433.55	-2,433.55	102.43 %	-2.43 %
406 Medical Cost Recovery	344,421.02	430,000.00	-85,578.98	85,578.98	80.10 %	19.90 %
410 Sales-Small Items	20.00	18,000.00	-17,980.00	17,980.00	0.11 %	99.89 %
412 Sales-Capital Items	0.00	0.00	0.00	0.00		
413 Review and Inspection Services	31,500.15	31,500.00	0.15	-0.15	100.00 %	-0.00 %
414 Interest Earned	12,130.76	750.00	11,380.76	-11,380.76	1,617.43 %	-1,517.43 %
416 Donations	67,729.10	67,000.00	729.10	-729.10	101.09 %	-1.09 %
419 INS-REIMBURSE		0.00	0.00	0.00		
419.1 Wage Reimbursement	1,256.42	1,256.42	0.00	0.00	100.00 %	0.00 %
420 Transfers	0.00		0.00	0.00		
Total 4050 Revenues	3,123,523.89	3,171,506.42	-47,982.53	47,982.53	98.49 %	1.51 %
4999 UNCATEGORIZED INCOME	1,790.23		1,790.23	-1,790.23		
Services	137.19		137.19	-137.19		
Total Income	\$3,125,451.31	\$3,171,506.42	\$ -46,055.11	\$46,055.11	98.55 %	1.45 %
GROSS PROFIT	\$3,125,451.31	\$3,171,506.42	\$ -46,055.11	\$46,055.11	98.55 %	1.45 %
Expenses						
6000 Risk Management Insurance						
650 Liability Insurance	40,836.00	41,000.00	-164.00	164.00	99.60 %	0.40 %
652 Workers Compensation Insurance	56,810.00	74,500.00	-17,890.00	17,890.00	75.99 %	24.01 %
Total 6000 Risk Management Insurance	97,446.00	115,500.00	-18,054.00	18,054.00	84.37 %	15.63 %
7000 Personnel						
700 Wages, Chief Full Time	76,510.45	93,393.00	-16,882.55	16,882.55	81.92 %	18.08 %
700.5 Full Time Employee Wages	475,528.34	635,000.00	-159,471.66	159,471.66	74.89 %	25.11 %
700.7 Full Time Overtime Wages	24,315.72	25,000.00	-684.28	684.28	97.26 %	2.74 %
700.9 COVID19 Wages		0.00	0.00	0.00		
704 Officer Wages	11,999.80	15,800.00	-3,800.20	3,800.20	75.95 %	24.05 %
705 Instructor Wages	2,360.00	2,500.00	-140.00	140.00	94.40 %	5.60 %
707 Special Event Pay	13,673.78	14,000.00	-326.22	326.22	97.67 %	2.33 %
708 Duty Shift Medic	99,585.31	135,000.00	-35,414.69	35,414.69	73.77 %	26.23 %
708.5 Duty Shift Basic	169,294.78	210,000.00	-40,705.22	40,705.22	80.62 %	19.38 %
709 Part Time Overtime Pay	8,821.50	13,000.00	-4,178.50	4,178.50	67.86 %	32.14 %
710 Work Detail Pay	1,268.75	2,000.00	-731.25	731.25	63.44 %	36.56 %
711 Training Wages	14,825.67	24,000.00	-9,174.33	9,174.33	61.77 %	38.23 %
712 Incident run pay/POC Fire Wages	28,051.28	50,000.00	-21,948.72	21,948.72	56.10 %	43.90 %
714 Social Sec/FICA	76,389.24	85,378.51	-8,989.27	8,989.27	89.47 %	10.53 %
715 Medical Exp/Employees	695.00	1,000.00	-305.00	305.00	69.50 %	30.50 %
716 Healthcare Insurance/Full Time	127,085.89	160,000.00	-32,914.11	32,914.11	79.43 %	20.57 %
716.2 Health Care Stipend	4,000.00	4,000.00	0.00	0.00	100.00 %	0.00 %
716.5 Health Care Savings Contrib	12,747.78	15,467.86	-2,720.08	2,720.08	82.41 %	17.59 %

North Oakland County Fire Authority

Budget vs. Actuals: FY_2023_2024 - FY24 P&L

July 2023 - June 2024

	TOTAL					
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
717 401 Contribution - FT Emp	81,564.90	100,541.09	-18,976.19	18,976.19	81.13 %	18.87 %
717.2 401K CONTRIBUTIONS - POC EE	15,912.05	20,000.00	-4,087.95	4,087.95	79.56 %	20.44 %
719 Life/Disability Insurance FT	6,699.05	8,800.00	-2,100.95	2,100.95	76.13 %	23.87 %
Total 7000 Personnel	1,251,329.29	1,614,880.46	-363,551.17	363,551.17	77.49 %	22.51 %
7200 Supplies						
722 Operating Supplies	4,129.52	9,000.00	-4,870.48	4,870.48	45.88 %	54.12 %
723 Fire Prevention	1,875.00	2,500.00	-625.00	625.00	75.00 %	25.00 %
724 Uniforms	7,397.38	14,000.00	-6,602.62	6,602.62	52.84 %	47.16 %
726 Medical Supplies	14,534.95	15,000.00	-465.05	465.05	96.90 %	3.10 %
Total 7200 Supplies	27,936.85	40,500.00	-12,563.15	12,563.15	68.98 %	31.02 %
7500 SAFER GRANT EXPENDITURES						
751 Instructor Wages		1,500.00	-1,500.00	1,500.00		100.00 %
752 Workers Comp Ins/SS		0.00	0.00	0.00		
753 Training Costs	12,637.48	4,000.00	8,637.48	-8,637.48	315.94 %	-215.94 %
754 Employee Physicals		1,500.00	-1,500.00	1,500.00		100.00 %
755 Health Insurance		0.00	0.00	0.00		
756 401 Contributions SAFER FT Emp		0.00	0.00	0.00		
757 Fringe Benefits	70,850.00	78,000.00	-7,150.00	7,150.00	90.83 %	9.17 %
758 Life/Disability FT Employees	0.00	0.00	0.00	0.00		
760 Marketing		1,000.00	-1,000.00	1,000.00		100.00 %
761 Equipment Purchases	3,056.75	6,000.00	-2,943.25	2,943.25	50.95 %	49.05 %
763 Travel Expense		0.00	0.00	0.00		
765 Lost Wages Reimbursement	3,400.00	8,000.00	-4,600.00	4,600.00	42.50 %	57.50 %
Total 7500 SAFER GRANT EXPENDITURES	89,944.23	100,000.00	-10,055.77	10,055.77	89.94 %	10.06 %
8000 Contracted Services						
800 Dispatching	31,837.25	38,500.00	-6,662.75	6,662.75	82.69 %	17.31 %
802 Auditing	7,530.00	7,600.00	-70.00	70.00	99.08 %	0.92 %
804 Legal	11,536.97	11,000.00	536.97	-536.97	104.88 %	-4.88 %
806 Medical Cost Recovery- Billing	19,015.23	23,000.00	-3,984.77	3,984.77	82.67 %	17.33 %
807 Fire Cost Recovery Billing		500.00	-500.00	500.00		100.00 %
810 Non Employee Instructor Wages	27,479.40	22,500.00	4,979.40	-4,979.40	122.13 %	-22.13 %
812 Employee Education	7,143.64	10,000.00	-2,856.36	2,856.36	71.44 %	28.56 %
814 Dues, Fees, Subscriptions	21,227.36	24,000.00	-2,772.64	2,772.64	88.45 %	11.55 %
815 Payroll Services	4,131.22	6,000.00	-1,868.78	1,868.78	68.85 %	31.15 %
816 Administrative Services	6,375.00	8,700.00	-2,325.00	2,325.00	73.28 %	26.72 %
820 Construction/Labor Services	24,341.57	24,000.00	341.57	-341.57	101.42 %	-1.42 %
Total 8000 Contracted Services	160,617.64	175,800.00	-15,182.36	15,182.36	91.36 %	8.64 %
8500 Operating Expenses						
850 Communications	1,594.05	5,000.00	-3,405.95	3,405.95	31.88 %	68.12 %
851 IT Operational Expenses	56,552.38	70,000.00	-13,447.62	13,447.62	80.79 %	19.21 %
852 Fuel	16,435.77	27,000.00	-10,564.23	10,564.23	60.87 %	39.13 %
854 Printing and Publishing	336.60	350.00	-13.40	13.40	96.17 %	3.83 %
855 Training Supplies / Equipment	7,619.18	8,000.00	-380.82	380.82	95.24 %	4.76 %
858 Utilities	31,721.12	48,000.00	-16,278.88	16,278.88	66.09 %	33.91 %
859 Equipment Lease	3,371.31	5,000.00	-1,628.69	1,628.69	67.43 %	32.57 %
860 Bldg & Grnds Repair/Maint.	22,222.11	20,000.00	2,222.11	-2,222.11	111.11 %	-11.11 %

North Oakland County Fire Authority

Budget vs. Actuals: FY_2023_2024 - FY24 P&L

July 2023 - June 2024

	TOTAL					
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
862 Equip Maintenance	19,169.11	15,000.00	4,169.11	-4,169.11	127.79 %	-27.79 %
866 Vehicle Maintenance	48,499.40	45,000.00	3,499.40	-3,499.40	107.78 %	-7.78 %
867 Debt Write-Off-Medical	146,186.23	150,000.00	-3,813.77	3,813.77	97.46 %	2.54 %
867.5 QAAP Medicaid Tax	1,232.54	2,000.00	-767.46	767.46	61.63 %	38.37 %
868 Debt Write-Off-Fire	1,930.00	700.00	1,230.00	-1,230.00	275.71 %	-175.71 %
Total 8500 Operating Expenses	356,869.80	396,050.00	-39,180.20	39,180.20	90.11 %	9.89 %
9500 Debt Service						
950 Debt Service	158,648.35	149,000.00	9,648.35	-9,648.35	106.48 %	-6.48 %
952 Interest on Debt	7,136.33	14,721.02	-7,584.69	7,584.69	48.48 %	51.52 %
Total 9500 Debt Service	165,784.68	163,721.02	2,063.66	-2,063.66	101.26 %	-1.26 %
9700 Purchases						
970 Capital Purchases +5,000	73,913.25	80,000.00	-6,086.75	6,086.75	92.39 %	7.61 %
972 Equipment Purchases -5,000	8,012.76	10,000.00	-1,987.24	1,987.24	80.13 %	19.87 %
973 Grant Expenses	410,227.96	372,000.00	38,227.96	-38,227.96	110.28 %	-10.28 %
974 Grant Match	26,022.33	23,000.00	3,022.33	-3,022.33	113.14 %	-13.14 %
975 COVID19 Supplies/Equipment		0.00	0.00	0.00		
999 Capital replacement transfers	0.00	80,000.00	-80,000.00	80,000.00	0.00 %	100.00 %
Total 9700 Purchases	518,176.30	565,000.00	-46,823.70	46,823.70	91.71 %	8.29 %
Total Expenses	\$2,668,104.79	\$3,171,451.48	\$ -503,346.69	\$503,346.69	84.13 %	15.87 %
NET OPERATING INCOME	\$457,346.52	\$54.94	\$457,291.58	\$ -457,291.58	832,447.25 %	-832,347.25 %
NET INCOME	\$457,346.52	\$54.94	\$457,291.58	\$ -457,291.58	832,447.25 %	-832,347.25 %

North Oakland County Fire Authority Regular Minutes of March 18, 2024

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER / ROLL CALL: Chairperson Kullis called the regular meeting of the North Oakland County Fire Authority Board to order at 6:30 p.m. at NOCFA Station 1, 5051 Grange Hall Road, Holly, MI 48442

Members Present:

Kullis
Miller
Scheib-Snyder
Winchester
Stilwell
Chief Lintz

Members Absent: None

3. AGENDA APPROVAL:

Motion by Winchester to approve the agenda as presented. Supported by Scheib-Snyder. The motion was carried by a 5/0 voice vote.

4. CONSENT AGENDA:

- a. Approval of meeting minutes from 2/20/2024
- b. Financial Reports: General Fund & Capital Fund Revenue & Expense Year to Date

Checking Account as of: 2/29/2024	-\$5,523.27
Statement Savings Account as of: 2/29/2024	\$573,063.60
Equipment Replacement Money Market Account as of: 2/29/2024	\$420,261.92
Accounts Receivable: - MEDICAL as of: 2/29/2024	\$88,426.63
Accounts Receivable: - FIRE as of: 2/29/2024	\$2,870.00
Aging Accounts Turned Over to Collections Allowance as of: 2/29/2024	\$37,544.47
Cost of Payroll: 1/22/2024 & 2/5/2024	\$110,928.91
Bills for Payment Total: 2/21/2024 through 3/18/2024	\$102,853.41

Motion by Winchester to approve the Consent Agenda as presented. Supported by Miller. The motion was carried by a 5/0 roll call vote.

5. PUBLIC COMMENT – ON AGENDA ITEMS ONLY:

Pam Mazich, 4200 Nelson Scott Drive, spoke in support of creating a new administrative position for Jeremy Lintz and selecting Asst. Chief Weil as the new Fire Chief.

6. PRESENTATIONS:

a) Swearing in of new full time Firefighters

Board Secretary, Debbie Miller (Clerk, Rose Township) swore in three of the four new Firefighters:

- Logan Campbell
- Wade Spade
- James Parkin

Firefighter Brent Devries was absent due to illness.

The board, Firefighters, and family members posed for photos before resuming the meeting.

7. UNFINISHED BUSINESS:

a) Articles of Incorporation Revisions/Creating Board Policies

Chief Lintz reported that Atty. Rita Lauer is waiting for a response from the Holly Township Attorney.

No action was taken.

8. NEW BUSINESS:

a) Chief Lintz resignation letter

Chief Lintz read his resignation letter dated March 7, 2024. The effective date of his resignation is July 1, 2024.

Motion by Scheib-Snyder to accept Chief Lintz's resignation. Supported by Winchester. The motion was carried by a 3/0 voice vote.

b) Fire Chief open position

There was extensive discussion regarding the following items: posting the Fire Chief position, appointing an interim Fire Chief, creating a new administrative position, job descriptions, and RFP's. It was agreed that the Fire Chief position should be posted to the public for applications. The decision to appoint an interim Fire Chief can be deferred depending on the length of the search process.

At the board's request, Chief Lintz agreed to develop RFP's for two positions based upon the documents he previously submitted to the board (detailing Fire Chief duties and administrative duties). He was asked to include salary ranges and requirements and have the documents available for next month's meeting. In the meantime, board members will research Fire Chief job descriptions from other fire departments.

Questions arose regarding salary ranges and job requirements (education, experience, training, etc.)

The FY 2025 budget includes salaries for two positions, and the following salary ranges were agreed upon:

- Fire Chief: \$80,000 - \$95,000 + benefits
- Administrative Assistant: \$65,000 (benefits are not budgeted)
Note: this is not an operational/firefighter position

Motion by Stilwell to develop RFP's for both positions, submit them to the public, and conduct interviews. Supported by Winchester. The motion was carried by a 4/1 roll call vote with Miller voting no.

NOTE: the motion above is inclusive of New Business, Items b) and c).

After further discussion, it was agreed that the new Fire Chief should be responsible for hiring an administrative individual.

Stilwell rescinded the previous motion.

Motion by Stilwell to post only the position of Fire Chief, and the new Fire Chief will hire an administrative assistant. Supported by Winchester. The motion was carried with a 5/0 roll call vote.

Motion by Scheib-Snyder to create a new administrative position. Supported by Stilwell. The motion was carried by a 5/0 roll call vote.

c) Proposed Administrative position

Resolved under item b) above.

d) FY 2025 budget draft approval

The salary for the administrative assistant is included in the total draft budget but is not in a separate cost center. For clarity, it was decided to create cost center 700.8 for the salary for the new position.

Motion by Winchester to approve forwarding the draft FY2025 budget to both Township boards for approval with the addition of cost center 700.8. Supported by Miller. The motion was carried by a 5/0 roll call vote.

e) Dispatch contract discussion

Chief Lintz presented a three-year contract with the county for dispatch services. The new contract extends until March 31, 2027. The County has increased the cost per call, and NOCA's call volume has also increased. The new contract amount is \$47,600 for the first year and typically increases 2.5% - 3% each successive year. Chief Lintz anticipated the increase, and the cost is included in the new budget.

Motion by Winchester to approve the 2024-2027 Fire Dispatch Contract Agreement between Oakland County and NOCA. Supported by Stilwell. The motion was carried by a 5/0 roll call vote.

9. REPORTS – including monthly incident data for February 2024

Chief's Report

- 92 calls – 69 EMS calls (31 Rose Township, 50 Holly Township); 2 on I-75; and 9 mutual aid; average response time 7 min 1 second
- Sent Hazard Mitigation Plan to both Townships
- Asst. Chief Weil reported the following:
 - He picked up the new brush truck today. He invited everyone to stop by the bay to see it
 - Under the new Holly Township Business Licensing program, the Fire Authority inspects buildings when businesses change hands. They have already detected things that were potential problems.
- Lt. Blaska reported that the smoke detector program is going well

Firefighter's Association – No Report

Holly Twp – Supervisor Kullis

- The RFP for the Farmstead road will be presented to the Board Wednesday night (March 20, 2024)
- The Workshop for the new Township offices was held, and they are considering the look of the outside façade
- Cautioned everyone to pay attention to proposed actions at the county and state level. A proposed Senate bill will add a \$2 fee per water meter.

Rose Twp – Supervisor Scheib-Snyder

- Oakland County may be taking over the Road Commission

Citizen at large – Stilwell, No Report

10. PUBLIC COMMENT - General

Mary Blanchard, 3444 Old Creek Drive, stated that she attended the Holly Township workshop/visioning meeting for the new Township offices. She has copies of the documents for anyone who wants them. The vote will be at the Wednesday board meeting (March 20, 2024).

11. ADJOURNMENT: Chairperson Kullis adjourned the meeting at 8:38 pm.

Diane Hill, Recording Secretary

North Oakland County Fire Authority

Balance Sheet

As of March 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Cash-Checking	14,931.92
1001 STATEMENT SAVINGS ACCOUNT	323,187.44
1002 Money Market	421,514.07
Total Bank Accounts	\$759,633.43
Accounts Receivable	
1060 A/R-Fire Cost Recovery	2,870.00
1070 A/R-Medical -ACCUMED	89,846.91
1070.6 A/R AACB - ALL RUNS	146,658.09
1073 Training Receivables	1,989.00
1075 A/R-General	1,351.89
Total Accounts Receivable	\$242,715.89
Other Current Assets	
1070.7 ALLOWANCE FOR BAD ACCTS	-109,113.62
1600 PREPAID EXPENDITURES	29,469.64
Total Other Current Assets	\$-79,643.98
Total Current Assets	\$922,705.34
TOTAL ASSETS	\$922,705.34
LIABILITIES AND EQUITY	
	\$922,705.34

North Oakland County Fire Authority

Payroll Cost

March 18 - April 1, 2024

	TOTAL
Income	
Total Income	
GROSS PROFIT	\$0.00
Expenses	
7000 Personnel	
700 Wages, Chief Full Time	7,184.08
700.5 Full Time Employee Wages	52,217.36
700.7 Full Time Overtime Wages	719.08
704 Officer Wages	1,199.98
705 Instructor Wages	0.00
707 Special Event Pay	0.00
708 Duty Shift Medic	5,282.74
708.5 Duty Shift Basic	15,654.92
709 Part Time Overtime Pay	0.00
710 Work Detail Pay	48.00
711 Training Wages	2,545.46
712 Incident run pay/POC Fire Wages	2,037.13
716 Healthcare Insurance/Full Time	-400.00
716.5 Health Care Savings Contrib	1,276.96
717 401 Contribution - FT Emp	8,300.44
717.2 401K CONTRIBUTIONS - POC EE	867.72
Total 7000 Personnel	96,933.87
Total Expenses	\$96,933.87
NET OPERATING INCOME	\$-96,933.87
NET INCOME	\$-96,933.87

North Oakland County Fire Authority

Bill Payment List

March 19 - April 15, 2024

DATE	NUM	VENDOR	AMOUNT	MEMO/DESCRIPTION
1000 Cash-Checking				
03/25/2024	12052	GREAT LAKES LANDCARE INC	-598.50	Station lawn care
03/25/2024	12053	MAZICH, PAMELA	-625.00	Clerical
03/25/2024	12054	VC3, INC	-15,598.00	computers
03/25/2024	12055	DIANE HILL	-150.00	Recording secretary
03/25/2024	12056	KELLER THOMA	-35.00	Legal Expenses
03/25/2024	12057	AT&T MOBILITY	-47.39	Mobile phone
03/25/2024	12058	STANDARD INSURANCE COMPANY RV	-846.99	Life Insurance
03/25/2024	12059	STRYKER SALES, LLC	-899.92	medical supplies
03/25/2024	12060	ALLIED FIRE SALES & SERVICE LLC	-188.85	Fire gear
03/25/2024	12061	DTE ENERGY	-591.50	Station 3 Electric
03/25/2024	12062	MES	-254.00	Fire gear
03/25/2024	12063	PROFESSIONAL HEATING AND COOLING	-915.00	Station HVAC maint
03/25/2024	12064	BOUND TREE MEDICAL	-349.51	Medical Supplies
04/02/2024	12065	GALLS, LLC	-161.96	UNIFORMS
04/02/2024	12066	COMCAST (Station 3 TV)	-10.80	STA.3 CABLE TV
04/02/2024	12067	ACCU-MED	-1,572.20	MONTHLY MEDICAL BILLING
04/02/2024	12068	VC3, INC	-329.00	ADMIN PERSONNEL COMPUTERS
04/02/2024	12069	PETER'S TRUE VALUE HARDWARE	-221.36	VERT SAW REPAIR
04/03/2024		AMAZON CAPITAL SERVICES	-912.95	BATH FANS SEAT COVERS, RESPIRATOR, CLEANING
04/10/2024	12070	JOHN'S PLUMBING INC	-1,090.00	PUMP SEPTIC TANKS STA.1 & 3
04/10/2024	12071	ROAD COMMISSION FOR OAKLAND COUNTY	-1,156.14	FUEL
04/10/2024	12072	VC3, INC	-1,920.00	PROFESSIONAL SERVICE FEE
04/10/2024	12073	EMERGENCY VEHICLES PLUS	-175.10	REPAIR AMBULANCE DOOR
04/10/2024	12074	ARBOR PROFESSIONAL SOLUTIONS	-265.07	MEDICAL WROTEOFF BILLING
04/10/2024	12075	COMCAST (Station 1 TV)	-31.86	STA. 1 TV
04/10/2024	12076	FIRE SYSTEMS OF MICHIGAN	-5,664.99	PUMP INSPECTIONS & SPRINKLER PARTS
04/10/2024	12077	OAKLAND COUNTY TREASURERS - DISPATCHING	-3,968.75	DISPATCHING
04/10/2024	12078	RICOH USA Inc. (copier Lease)	-259.25	COPIER LEASE
04/10/2024	12079	HOLLY AUTOMOTIVE SUPPLY	-46.15	MISC VEHICLE MAINT
04/10/2024	12080	GENESYS EMS EDUCATION	-120.00	HEART SAVER CARDS
04/10/2024	12081	WEB MATTERS BY KRISTIE	-149.00	SECURITY SUBSCRIPTION ANNUAL FEE
Total for 1000 Cash-Checking			\$ -	
			39,154.24	



North Oakland County Fire Authority

POLICIES

TITLE: 10.50 FIRE CHIEF – JOB DESCRIPTION
SECTION: 10.00 Employment Practices
APPROVED: 11/15/2005

Section 1 — General Summary

Under the general authority of N.O.C.F.A., plans, organizes, directs, and administers all operations of the fire department including fire suppression, rescue, fire investigations, fire prevention and emergency medical incidents. Manages the department's personnel, supplies, equipment, and structures. Serves at the pleasure of the board.

Section 2 — Typical Duties

1. Supervises fire suppression activities at major fires or other emergencies and ensures that a command officer is present at all emergencies when the chief is not present.
2. Investigates, or delegates responsibility to investigate, the cause and origin of all fires involving loss of property, injuries or death, and files a report on all fire incidents with the state fire marshal. Coordinates investigation with other public safety and law enforcement agencies.
3. Develops plans for efficient and effective fire prevention, fire suppression and life-saving services in the area and makes recommendations to the board relative to meeting the department's long-term needs.
4. Develops recommendations to the board and enforces department policies and procedures necessary for orderly department operations.
5. Ensures that the department is adequately staffed, including scheduling minimum department personnel responses to emergencies.
6. Oversees the administration of the community fire prevention program including building inspections, code enforcement, prosecuting violations and conducting community education programs.
7. Annually recommends a proposed department budget to the Fire Board. Monitors expenditures for conformance to appropriations and purchasing regulations established by the board. Adheres to board rules regarding capital outlay purchases and competitive bidding procedures.
8. Ensures that all equipment and buildings are properly maintained.
9. Reports monthly to the board on department activities including emergency responses, unusual circumstances and deviations from board policies and procedures, when such occur.
10. Cooperates with the police chief, building inspector and other agencies.
11. Attends training programs oriented to the duties of the chief as authorized by the board and within appropriation limits.



North Oakland County Fire Authority

POLICIES

12. Monitors department personnel performance and takes steps to correct any problems. May verbally counsel and issue written reprimands to personnel and may recommend suspension or termination, ~~to the board.~~
13. ~~Maintains a status-ready department as measured by the ISO Town Classification three (3).~~
14. Performs other duties as assigned by North Oakland County Fire Authority board.

The above statements are intended to describe the general nature and level of work performed in this job classification. ~~They are not to be construed as an exhaustive list of all job duties performed by the fire chief.~~

Section 3 — Management Function of Fire Chief

- I. Fiscal Management
- II. Personnel Management
- III. Productivity
 - A. Control of Hazard to Minimize Fire Loss
 - B. Fire Prevention
 - C. Actual Fires & Emergencies

Section 4- Responsibility to Oversee

1. Budgeting
 - Personnel Cost
 - Stations Physical Plant
 - Apparatus
 - Equipment
 - Sites
2. Planning & Research
 - A. Planning
 - Future needs, manpower, equipment & sites
 - Avoid crisis management
 - B. Research
 - Fire Record Analysis
 - Location of Stations
 - Review of National Data
3. Management of Records and Reports
 - Legal Responsibility



North Oakland County Fire Authority

POLICIES

4. Public Information and Community Relations
 - Maintain Public Support
 - News Media
 - Year-A-Round Activity, Schools, Fire Prevention Week, etc.
 5. Intergovernmental Relations
 - Building Department
 - Law Enforcement
 - Water Department
 - DPW
 - Planning & Zoning
 6. Procurement of Equipment and Supplies
 - New
 - Mandated by Law
 - Repairs — Apparatus & Buildings
 7. Resource Allocation and Utilization
 - Personnel — Best Use of Membership
 - Recruitment
- Section 5 — Management Function of Fire Chief**
8. Mutual Aid and Major Emergencies
 - Develop Ongoing Plan
 - Interface & Coordinate with Area Departments
 9. Non-Emergency Activities
 - Pre-Planning
 - SARA Title III
 - Community Preparedness
 - Annual review of Business
 - Fire Prevention/Life Safety
 - Inspection of Existing Properties
 - Plan Review of New Construction
 - Plan Review of Renovation
 - MIOSHA
 - Training



North Oakland County Fire Authority

POLICIES

- Self Improvement
- Personnel Training



North Oakland County Fire Authority

POLICIES

RECOMMENDATIONS FOR QUALIFICATIONS AND DUTIES OF CHIEF

Qualifications

1. Fire Fighter II, Hazmat Operations
1. Inside Promotion
2. Fire Officer I, II, III
2. Fire Fighter II
3. Fire Officer IV within 1 year of hire date
3. Fire Officer Training I, II, III
4. Minimum EMT Basic medical licensure
4. Fire Fighting Experience/Progressive
5. Experience: 8 years in an officer position with 5 years in a direct supervisory role
65. Budgeting and Bidding Skills
76. Fire Codes (workability)
87. Public Relations (General Public, Boards and Other Dept.)
98. Presentation Skills
109. Knowledge of Hazardous Materials (extra training)
110. B.A. Degree or work experience equivalent
124. Availability to respond to incidents outside of normal working hours
13. Proficient computer skills

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Duties

1. Require regular officer meetings
2. Participation in department trainings
Visible (rotation/Wednesday meetings and training sessions)
3. Budgeting — Standard Operating Procedure
4. Delegate authority
5. Critique fires

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North Oakland County Fire Authority

POLICIES

6. Implement maintenance plan
7. Work to adopt and enforce fire codes
8. Short and long range planning
9. Mutual Aid
10. Attend township meetings regularly
11. Attend county fire chief & mutual aid meetings regularly
12. Attend meetings requested by N.O.C.F.A. Board



North Oakland County Fire Authority

POLICIES

TITLE: 10.46 FIRE ADMINISTRATIVE MANAGER JOB DESCRIPTION
SECTION: 10.00 Employment Practices
APPROVED:

Section 1 — General Summary

The Fire Administrative Manager position is a full-time exempt, at-will employee who shall perform administrative management duties in support of the Fire Chief. These job duties fall outside of an operations employee's role. This is a non-firefighting position and shall not be a member of any collective bargaining unit. This position is a confidential employee of the Authority and requires a high level of problem-solving skills, self-motivation / initiative, and the ability to work independently with minimal direct supervision. This position performs administrative and record-keeping tasks of moderate to high difficulty related to the overall operation of the Department. The position reports directly to the Fire Chief.

Section 2 — Hours of Work

This may be a remote working role with all work being done virtually. 30 hours per week minimum with the expectation that all tasks performed will be completed in a timely manner. This may require work hours to exceed 40 hours per week at times to fulfill responsibilities.

Section 3 — Typical Duties

1. **HR Functions:**
 - a) Organizes, prepares, processes complex bi-weekly payroll for entire Department, including complying with various collective bargaining requirements.
 - b) Reconcile sick and vacation reports for department personnel.
 - c) Reviews scheduling software & scheduling changes to comply with FLSA and Union rules.
 - d) Maintains compliance with wages, taxes, liabilities.
 - e) Facilitates & processes workers compensation benefits, health care benefits, 401k plans, 457 plans, HCSP and life insurance plans.
 - f) On-boarding & off-boarding of all employees through various department software programs.
 - g) Personnel payroll actions and changes. (taxes, beneficiaries, contribution amount changes).
 - h) Maintains department personnel files.

2. **Accounting:**
 - a) Prepares, processes, and/or coordinates departmental account payables & receivables, billings, and invoices.
 - b) Reviews, processes and approves medical billing, collections, & records.



North Oakland County Fire Authority

POLICIES

- c) Maintain files/record and manage payables for all local, state, or federal grant programs.
 - d) Prepare, monitor, and process a variety of transactions including purchasing requisitions, budget requests and transfers, billings, expenditure claims.
 - e) Perform banking transactions as needed and monitor bank accounts.
 - f) Works closely with the department's CPA firm and assists with audits.
 - g) Prepares and monitors department contracts, and reoccurring leases.
 - h) Assists in the preparation of budget information and presentations.
 - i) Provides accounting reports to the Fire Chief on a regular basis.
 - j) Assists Bookkeeper.
3. **Cost Recovery:**
- a) Reviews and submits medical & fire incident reports making sure they are coded properly for billing.
 - b) Maintains relations with billing and collection companies.
 - c) Reviews & approves delinquent bills to send to collection agency.
 - d) Monitors billing processes and efficiency.
 - e) Prepares bills for special detail assignments and inspections.
4. **Compliance:**
- a) Facilitate compliance requirements for state and federal regulatory agencies including Medicare, Medicaid, FEMA, NFPA.
 - b) Government accounts credentialing. (30, 60, 90, 180 days & annually).
 - c) Review & submit monthly fire related incidents into NFIRS database.
 - d) Administrate grants including compliance, draw requests & reporting requirements.
 - e) Manage liability insurance and process claims.
5. **Other Duties:**
- a) Manage and maintain proficiency with fire department software, and all reporting agencies websites. Proficient at executing research using data searches & collecting information from various sources.
 - b) Compile, process, create information for agenda items, letters, memos, and reports as instructed.
 - c) Assist with purchasing as needed.
 - d) Assists in the preparation of the budget for the Fire Chief to present to the Fire Board. Reviews and monitors budget for conformance and assists in preparing amendments as required by changing department needs.
 - e) File, index, and retrieve correspondence and records, determining proper file designation to be used and see that proper distribution and disposition of notices, memoranda, directives, and related material is made.



North Oakland County Fire Authority

POLICIES

- f) Respond to information requests as appropriate including FOIA, insurance claims, citizen requests.

Section 4— Required Knowledge, Skills and Abilities

1. Proficient in administrative and organizational skills, methods, and knowledge.
2. Ability to work unsupervised.
3. Skilled in the use of Microsoft Excel, Word, Google Drive, Sheets, and Gmail.
4. Must have 3 years of experience with advanced skills in QuickBooks.
5. Reliability and attention to detail.
6. Strong organizational, development & planning skills.
7. Proficient in organization and able to handle multiple responsibilities simultaneously and complete them in a thorough and timely manner.
8. Written communication is clearly organized and easily comprehended.
9. Experience with medical billing.
10. Experience with collection methods.
11. Maintains an open line of communication.
12. Skilled in AP / AR transactions, budgetary process, bank reconciliation, general cash and accrual methods.
13. Experience in grant administration.
14. Analytical skills.
15. Knowledge of payroll laws and labor laws.

Section 5- Qualifications

1. Previous public administration or business administration experience. Knowledge of Fire Authority operations is a plus.
2. Associate degree or related skill and experience that meets position requirements.
3. Four (4) years of recent, progressively responsible municipal or another public sector administrative experience.
4. Three (3) years of experience working in a municipal organization with responsibilities in budgeting and fiscal management of the organization.
5. Experience working in any of the following environments preferred; fire and emergency medical systems (EMS), medical billing, emergency management operations.
6. An equivalent combination of education and experience sufficient to provide the applicant with the knowledge, skills, and ability to successfully perform the essential functions of the job will be considered.
7. Employment is contingent upon passing criminal convictions and local background checks including a Live Scan fingerprint check.

North Oakland County Fire Authority
Job Posting - Fire Chief
March XX, 2024

The North Oakland County Fire Authority is accepting applications for the position of Fire Chief.

About the Position

The North Oakland County Fire Authority (NOCFA) Fire Chief directs the administration of the Fire Authority in accordance with policies determined by law and the Fire Authority Board. The Chief is responsible for overseeing all functions related to fire and emergency medical services provided by the Authority, as well as supervising all personnel of the department. In addition to the day-to-day management of the department, the Chief is responsible for developing, presenting, and recommending an annual budget and periodic budget amendments, if needed, for approval by the Fire Authority Board.

The annual budget is approximately \$2.8M, including wages, facilities, equipment, training, and other expenses. Current staffing includes a full-time Chief, Assistant Chief, an EMS coordinator, one Captain and nine additional full-time firefighters. All the full-time employees except for the Fire Chief are members of IAFF Local 5346. In addition, there are approximately 24 paid-on-call/shift firefighters. The Department maintains an ISO fire rating of 3 and provides Advanced Life Support & transporting services.

The NOCFA Fire Chief is the face and voice of the Department and must uphold the Authority's values and commitment to service, coordinate with neighboring departments and mutual-aid partners, effectively manage full-time career and paid-call personnel, and carry out the direction for the Department as set by the Fire Authority Board.

Required Education, Certifications, Skills, and Abilities

Candidates must have State of Michigan certifications for Firefighter I & II, Fire Officer I, II & III, and must complete the new Officer IV certification within one year of hire or 1 year when curriculum is available. Fire Instructor I and /or Fire Inspector I and an EMT Basic license. A minimum of eight (8) years of experience in a fire officer position with at least five (5) years of direct fire department supervisory experience is required. Candidates must have proficient computer skills, budgeting experience, and demonstrate strong verbal and written communication ability. The Chief further must be capable of meeting the physical requirements of a firefighter given the regular requirement to respond to fire/rescue calls.

A bachelor's degree is preferred but candidates who have related experience will be considered if they meet all other position requirements. The Authority has a strong preference for candidates with experience working in or coordinating with a department that relies on paid-call, shift, or volunteer firefighters. Additional training and certifications are highly desirable including, but not limited to, Hazmat Technician, Executive Fire Officer, Fire Inspector, and other applicable training. Preference will be given to candidates who are residents of Holly Township, Rose Township or Village of Holly; at a minimum candidates should be living within 5 to 7 miles of the Fire District borders in order to respond to emergency calls in a timely manner, or be willing to relocate within 18 months.

Compensation and Benefits

The Fire Chief position is a contracted, salaried, exempt position that reports to the Fire Authority Board. The starting salary range is \$80,000 to \$95,000 depending on skills, abilities, experience, education, and training. NOCFA offers a complete insurance package including medical, dental, vision, life insurance, MERS 401(a) Defined Contribution retirement plan with generous match, 457(b) Supplemental Retirement Program, and Health Care Savings Program; vacation and sick time, paid holidays; and the opportunity to truly make a difference each day.

Application and Deadline

Qualified candidates can apply by sending their resume and cover letter to the Fire Authority Board Secretary. **Resumes will be received until Day, Date, 2024 at 4:00 p.m.** and may be sent via email or mail.

VIA MAIL:

Debbie Miller, NOCFA Secretary
RE: Fire Chief Position
Rose Township Offices
9080 Mason St.
Holly, MI 48442

VIA EMAIL:

clerk@rosetownship.com

Selection Process and Appointment

The selection process and appointment of the Fire Chief is made by the NOCFA Board of Directors. Candidates should expect a thorough interview designed to ensure that the right candidate is hired. A pre-employment background check will also be conducted.

This position is an At-Will employee.

About NOCFA

Located in the northwest corner of Oakland County, NOCFA provides Fire, Rescue and ALS transport services to Holly & Rose Township's. The combined population is approximately 12,000 residents. The area served is mostly rural residential with a small amount of commercial and industrial sections. Our Residents enjoy first rate - professional fire, and EMS protection. The area is policed by the Michigan State Police.

North Oakland County Fire Authority Incident Run Data

March-24

Total Incidents	78
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Incident Summary	
Structure Fires	0
Vehicle Fires	0
Brush / Outdoor Fires	2
EMS Medicals	59
Vehicle Accidents w/ Injuries	3
Vehicle Accidents w/ No Injuries	3
Hazardous Cond.	0
Service Call	5
Good Intent	4
False Calls	2
Severe Weather	0
Other	0
Total Calls	78

Out of District Runs	
MUTUAL AID MEDICAL	5
MUTUAL AID FIRE	2
MISC	1
Total	8

Total EMS Related Calls	69
Total NOCFA Transports	44
Patient Sign Offs / No Transport	25

	minutes	# of priority calls
Avg. Response Time To Priority Calls	8.5	24

TOTAL RUNS IN FIRE DISTRICT	70
TOTAL OUT OF DISTRICT RUNS	8

Total Runs **78**

Total Employees	35
Full Time	12
Part time / Paid on Call	23

Paramedic's	14
EMT's	18
MFR's	3

Employees out on leave	0
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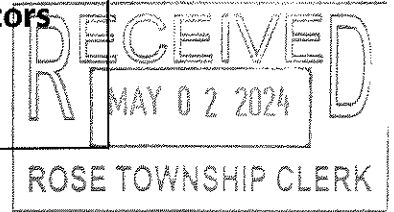
Employees Voluntary / Involuntary terminated last month	0
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Employees Hired last month	0
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Rose Twp.	23
Holly Twp.	42
I-75	5



**Holly Area Youth Assistance Board of Directors
Minutes of March 18, 2024**



Meeting called to order at 3:30 pm by President Tena Alvarado

Members Present: Tena Alvarado (virtual), Nancy Hanks, Cherie Monette, Teresa Blaska, Leslie Osmon, Janie Andrews, Shirley Charbeneau, Karen Kluwe, George Kullis

Others present: Tasha Hanson, Derek Burton, Paul Harrington, Pete Deahl, Linda Blair, Laura Rainey

Agenda: A motion was made to accept the agenda with additions by Teresa Blaska, second by Shirely Charbeneau. Motion Carried

Secretary's Report Motion to accept the secretary's report as presented by Janie Andrews second by Shirely Charbeneau. Motion carried.

Treasurer's Report: The treasurer's report for February, 2024 was shared. There were total deposits of \$200.00. Total expenses of \$878.51. A transfer of \$10,000.00 was made to the payroll account. The ending balance is \$30,810.48 in the general account. The payroll account has an ending balance of \$10,065.41. Motion to accept report from Teresa Blaska, support from Karen Kluwe. Motion Carried.

Case Worker's Report: There were 63 new cases for February. Again, Tasha has requested a full-time case worker at both Holly and Brandon offices due to the increase in cases over the last year. She also shared that there will be a Youth Assistance by-law meeting held on 3/19/24 from 6-8:00PM.

COMMUNITY REPORTS

Holly Township: Derek Burton shared that community center ideas are currently being discussed.

Rose Township: Absent

Springfield Township: Absent

Village of Holly: Paul Harrington shared that the e-mail from Tena Alvarado requesting fund from the village was shared at the board meeting.

Holly Area Schools: Linda Blaire shared that there were 8 student disciplines at the last board meeting, majority due to vaping. The HAS summer program already has 200 students signed up so far. Blessings in a backpack: HHS athletes help unload truck and organize foods. \$5700 was raised at the recent bowling fundraiser. They are looking to partner with Eastern Michigan Food Bank.

Standing Committees

- A. Skill Building** – Nancy Hanks reported that there were 2 applications received, totaling \$310.

- B. Youth Recognition** – Cherie Monette shared that there has been a slow start with only 1 application received so far. Applications are due April 11, 2024. The event will be held on May 9, 2024 at 6:00PM and the Holly Calvary Church.

Old Business

- A. Cap and Gown Program** – The application is ready and Tena Alvarado is working with Lisa Hill (HHS secretary).
- B. Relocation Update** – Tasha Hanson reported that the office will be moved between 3/25/24 – 3/28/24. She will resume seeing clients on April 4, 2024. The new office address is 14470 N Holly Rd, Holly.
- C. Annual Report** – Tena Alvarado reported that the finishing edits are almost complete.
- D. HAYA Scholarship update** – Teresa Blaska reported that there have been 3 applications so far. The deadline is April 2, 2024.
- E. CDBG funding from village** – Tena reported that the money has been released from 6/2023-6/6025. Will have secretary apply for applicable reimbursements.
- F. Report out on 6th and 9th grade orientation** - Linda Blair attended the 6th grade orientation and reported there was a decent attendance. Laura Rainey attended the 9th grade orientation and reported that the event was well attended.
- G. Report out of village funding** – Tena shared that an e-mail requesting funding support from Holly village was sent to all council members. The e-mail was shared on public record at the last council meeting.

New Business

- A. New location for HAYA meetings** – Nancy Hanks shared that the Holly library is reserved. The HAYA meetings will now be held at the library until further notice.
- B. Volunteer Application** – Cherie Monette shared that a new volunteer application was received in the office, will be reaching out.

Meeting adjourned at 4:22 PM.

Respectfully submitted,

Teresa Blaska

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	YTD BALANCE 04/30/2024 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
Account Type: Revenue						
101-000-410-000	CURRENT TAX COLLECTIONS	334,657.00	334,657.00	326,634.63	8,022.37	97.60
101-000-420-000	UNPAID PERSONAL PROPERTY TAX	0.00	0.00	0.00	0.00	0.00
101-000-423-000	TAXES-OTHER THAN PROPERTY TAX	1,000.00	1,000.00	0.00	1,000.00	0.00
101-000-445-000	PENALTIES AND COLLECTION FEES	2,000.00	2,000.00	0.00	2,000.00	0.00
101-000-476-060	OTHER PERMITS	1,000.00	1,000.00	975.00	25.00	97.50
101-000-477-000	DOG LICENSES	800.00	800.00	443.00	357.00	55.38
101-000-528-000	AMERICAN RESCUE PLAN REVENUE	595,372.00	595,372.00	0.00	595,372.00	0.00
101-000-574-010	REVENUE SHARING	677,239.00	677,239.00	568,876.00	108,363.00	84.00
101-000-588-000	PROJECT REIMBURSEMENTS/PAYMENTS	0.00	0.00	0.00	0.00	0.00
101-000-590-000	GRANT INCOME	0.00	0.00	0.00	0.00	0.00
101-000-606-000	PLANNER SERVICES-SPECIAL	0.00	0.00	0.00	0.00	0.00
101-000-607-000	PLANNING COMMISSION FEES	3,500.00	3,500.00	0.00	3,500.00	0.00
101-000-608-000	BOARD OF APPEALS FEES	1,650.00	1,650.00	0.00	1,650.00	0.00
101-000-609-000	LAND DIVISION FEE	3,000.00	3,000.00	1,300.00	1,700.00	43.33
101-000-610-000	ZONING APPLICATION FEES	4,000.00	4,000.00	0.00	4,000.00	0.00
101-000-642-000	CHARGE FOR SERVICES-SALES	0.00	0.00	0.00	0.00	0.00
101-000-655-000	FINES AND FORFEITURES	500.00	500.00	0.00	500.00	0.00
101-000-663-000	PARK ACTIVITIES REVENUE	1,100.00	1,100.00	0.00	1,100.00	0.00
101-000-664-000	INTEREST & DIVIDENDS	75,000.00	75,000.00	66,327.78	8,672.22	88.44
101-000-665-000	COUNTY ENHANCED ACCESS	0.00	0.00	0.00	0.00	0.00
101-000-667-000	CABLE TV RECEIPTS	85,500.00	85,500.00	57,984.75	27,515.25	67.82
101-000-668-000	RENT AND ROYALTIES	1,500.00	1,500.00	0.00	1,500.00	0.00
101-000-669-000	TOWER LEASE RECEIPTS	105,000.00	105,000.00	79,154.20	25,845.80	75.38
101-000-675-000	DONATIONS & CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
101-000-676-000	PEST CONTROL RECEIPTS	2,597.00	2,597.00	2,596.86	0.14	99.99
101-000-678-000	SAD ADMINISTRATION FEES	4,046.00	4,046.00	0.00	4,046.00	0.00
101-000-680-000	OTHER INCOME	18,000.00	18,000.00	4,749.26	13,250.74	26.38
101-000-680-001	APPROPRIATIONS FROM BEG FUND BALANCE	0.00	0.00	0.00	0.00	0.00
101-000-685-000	SUNDRY RECEIPTS	0.00	0.00	0.00	0.00	0.00
101-000-686-000	REVENUE FROM PRIOR YEARS	0.00	0.00	0.00	0.00	0.00
101-000-690-000	SUMMER SCHOOL TAX FEE	9,400.00	9,400.00	8,945.75	454.25	95.17
101-000-690-001	SET COLLECTION RECEIPTS	0.00	0.00	0.00	0.00	0.00
101-000-690-002	ELECTION REIMBURSEMENTS	25,000.00	25,000.00	0.00	25,000.00	0.00
Total Revenue:		1,951,861.00	1,951,861.00	1,117,987.23	833,873.77	57.28
Account Type: Transfers-In						
101-000-699-000	TRANSFERS	0.00	0.00	0.00	0.00	0.00
Total Transfers-In:		0.00	0.00	0.00	0.00	0.00
Total Dept 000		1,951,861.00	1,951,861.00	1,117,987.23	833,873.77	57.28
TOTAL REVENUES						
		1,951,861.00	1,951,861.00	1,117,987.23	833,873.77	57.28
Expenditures						
Dept 000						
Account Type: Expenditure						
101-000-970-000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-000-970-001	TWP OFFICE RENOVATIONS PROJECT	0.00	0.00	0.00	0.00	0.00
Total Expenditure:		0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00

User: DEBBIE
 DB: Rose Twp
 PERIOD ENDING 04/30/2024
 % Fiscal Year Completed: 83.33

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE 04/30/2024	AVAILABLE		% BDTG USED
		ORIGINAL BUDGET	AMENDED BUDGET		NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND							
Expenditures							
Dept 101 - TRUSTEES							
Account Type: Expenditure							
101-101-702-000	TRUSTEES-WAGES	16,800.00	16,800.00	14,000.00	2,800.00	83.33	
101-101-704-000	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	
101-101-715-000	PAYROLL TAXES	1,286.00	1,286.00	1,071.00	215.00	83.28	
101-101-718-000	RETIREMENT	1,680.00	1,680.00	1,400.00	280.00	83.33	
101-101-721-000	REIMBURSED EXPENSES	0.00	0.00	0.00	0.00	0.00	
101-101-726-000	SUPPLIES	0.00	0.00	0.00	0.00	0.00	
101-101-860-000	MILEAGE ALLOWANCE	100.00	100.00	0.00	100.00	0.00	
Total Expenditure:		19,866.00	19,866.00	16,471.00	3,395.00	82.91	
Dept 101 - TRUSTEES							
Total Dept 101 - TRUSTEES		19,866.00	19,866.00	16,471.00	3,395.00	82.91	
Dept 171 - SUPERVISOR							
Account Type: Expenditure							
101-171-702-000	SUPERVISOR-WAGES	69,175.00	69,175.00	57,645.80	11,529.20	83.33	
101-171-703-000	SUPERVISOR ASSISTANT	18,000.00	18,000.00	10,725.00	7,275.00	59.58	
101-171-704-000	HEALTH INSURANCE	14,666.00	14,666.00	12,284.41	2,381.59	83.76	
101-171-715-000	PAYROLL TAXES	6,668.00	6,668.00	5,045.76	1,622.24	75.67	
101-171-718-000	RETIREMENT	6,917.00	6,917.00	5,764.60	1,152.40	83.34	
101-171-721-000	REIMBURSED EXPENSES	100.00	100.00	0.00	100.00	0.00	
101-171-726-000	SUPPLIES	0.00	0.00	0.00	0.00	0.00	
101-171-860-000	MILEAGE ALLOWANCE	1,500.00	1,500.00	246.28	1,253.72	16.42	
Total Expenditure:		117,026.00	117,026.00	91,711.85	25,314.15	78.37	
Dept 171 - SUPERVISOR							
Total Dept 171 - SUPERVISOR		117,026.00	117,026.00	91,711.85	25,314.15	78.37	
Dept 191 - ELECTIONS							
Account Type: Expenditure							
101-191-702-000	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	
101-191-715-000	ELECTIONS-EMPLOYER FICA/MED	0.00	0.00	0.00	0.00	0.00	
101-191-726-000	SUPPLIES	10,000.00	10,000.00	10,889.82	(899.82)	108.90	
101-191-728-000	REIMBURSEABLE ELECTION EXPENSES	10,000.00	10,000.00	19,574.31	(9,574.31)	195.74	
101-191-729-000	MAILING EXPENSE	7,500.00	7,500.00	829.11	6,670.89	11.05	
101-191-802-000	CONTRACTED SERVICES	8,000.00	8,000.00	0.00	8,000.00	0.00	
101-191-802-001	ELECTION INSPECTOR SERVICES	36,000.00	36,000.00	0.00	36,000.00	0.00	
101-191-830-000	TRAINING & MEMBERSHIPS	10,000.00	10,000.00	6.91	9,993.09	0.07	
101-191-860-000	MILEAGE	1,800.00	1,800.00	1,208.58	591.42	67.14	
101-191-900-000	PRINTING AND PUBLISHING	7,500.00	7,500.00	378.00	7,122.00	5.04	
101-191-930-000	REPAIRS AND MAINTENANCE	25,000.00	25,000.00	0.00	25,000.00	0.00	
101-191-970-000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	
101-191-972-000	SMALL EQUIPMENT PURCHASES	15,000.00	15,000.00	4,070.28	10,929.72	27.14	
Total Expenditure:		130,800.00	130,800.00	36,957.01	93,842.99	28.25	
Dept 191 - ELECTIONS							
Total Dept 191 - ELECTIONS		130,800.00	130,800.00	36,957.01	93,842.99	28.25	
Dept 209 - ASSESSOR							
Account Type: Expenditure							
101-209-702-000	PERSONAL SERVICES-ASSESSING	0.00	0.00	0.00	0.00	0.00	
101-209-702-010	CLERICAL SERVICES	0.00	0.00	0.00	0.00	0.00	
101-209-715-000	EMPLOYER FICA/MED	0.00	0.00	0.00	0.00	0.00	

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	04/30/2024	NORMAL (ABNORMAL)	BALANCE	% BDTG USED
Fund 101 - GENERAL FUND							
Expenditures							
101-209-726-000	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
101-209-802-000	CONTRACTUAL -ASSESSOR	58,279.00	58,279.00	(56,367.62)	114,646.62	(96.72)	
101-209-802-001	MISCELLANEOUS SERVICES	0.00	0.00	0.00	0.00	0.00	
101-209-830-000	DUES/METING/SUBSCRIPTIONS	0.00	0.00	0.00	0.00	0.00	
Total Expenditure:		58,279.00	58,279.00	(56,367.62)	114,646.62	(96.72)	
Total Dept 209 - ASSESSOR							
		58,279.00	58,279.00	(56,367.62)	114,646.62	(96.72)	
Dept 215 - CLERK							
Account Type: Expenditure							
101-215-702-000	CLERK-WAGES	69,175.00	69,175.00	57,645.80	11,529.20	83.33	
101-215-703-000	DEPUTY CLERK WAGES	44,240.00	44,240.00	34,597.96	9,642.04	78.21	
101-215-703-001	PART TIME ASST CLERK WAGES	0.00	0.00	0.00	0.00	0.00	
101-215-704-000	HEALTH INSURANCE	8,400.00	8,400.00	12,994.10	(4,594.10)	154.69	
101-215-715-000	PAYROLL TAXES	9,502.00	9,502.00	7,506.71	1,995.29	79.00	
101-215-718-000	RETIREMENT	11,341.00	11,341.00	8,908.87	2,432.13	78.55	
101-215-721-000	REIMBURSED EXPENSES	300.00	300.00	0.00	300.00	0.00	
101-215-726-000	SUPPLIES	300.00	300.00	68.90	231.10	22.97	
101-215-801-000	RECORDING SECRETARY	4,000.00	4,000.00	2,550.00	1,450.00	63.75	
101-215-802-000	CONTRACTED SERVICES ACCTG	0.00	0.00	0.00	0.00	0.00	
101-215-860-000	MILEAGE ALLOWANCE	1,500.00	1,500.00	1,345.31	154.69	89.69	
Total Expenditure:		148,758.00	148,758.00	125,617.65	23,140.35	84.44	
Total Dept 215 - CLERK							
		148,758.00	148,758.00	125,617.65	23,140.35	84.44	
Dept 247 - BOARD OF REVIEW							
Account Type: Expenditure							
101-247-702-000	BD OF REVIEW-WAGES	1,800.00	1,800.00	1,700.00	100.00	94.44	
101-247-715-000	PAYROLL TAXES	138.00	138.00	130.05	7.95	94.24	
101-247-830-000	TRAINING	0.00	0.00	0.00	0.00	0.00	
101-247-860-000	MILEAGE ALLOWANCE	0.00	0.00	0.00	0.00	0.00	
Total Expenditure:		1,938.00	1,938.00	1,830.05	107.95	94.43	
Total Dept 247 - BOARD OF REVIEW							
		1,938.00	1,938.00	1,830.05	107.95	94.43	
Dept 253 - TREASURER							
Account Type: Expenditure							
101-253-702-000	TREASURER WAGES	69,175.00	69,175.00	57,645.80	11,529.20	83.33	
101-253-703-000	DEPUTY TREASURER WAGES	44,240.00	44,240.00	36,866.60	7,373.40	83.33	
101-253-704-000	HEALTH INSURANCE	16,800.00	16,800.00	14,140.61	2,659.39	84.17	
101-253-715-000	PAYROLL TAXES	8,676.00	8,676.00	7,337.70	1,338.30	84.57	
101-253-718-000	RETIREMENT	11,341.00	11,341.00	9,451.20	1,889.80	83.34	
101-253-721-000	REIMBURSED EXPENSES	0.00	0.00	0.00	0.00	0.00	
101-253-726-000	SUPPLIES	0.00	0.00	0.00	0.00	0.00	
101-253-860-000	MILEAGE ALLOWANCE	1,800.00	1,800.00	1,265.09	534.91	70.28	
Total Expenditure:		152,032.00	152,032.00	126,707.00	25,325.00	83.34	
Total Dept 253 - TREASURER							
		152,032.00	152,032.00	126,707.00	25,325.00	83.34	
Dept 265 - BUILDING & GROUNDS							

User: DEBBIE
DB: Rose Twp

PERIOD ENDING 04/30/2024

% Fiscal Year Completed: 83.33

2023-24 ORIGINAL BUDGET AMENDED BUDGET 2023-24 YTD BALANCE 04/30/2024 AVAILABLE BALANCE % BGD
 2023-24 ORIGINAL BUDGET AMENDED BUDGET 2023-24 YTD BALANCE 04/30/2024 AVAILABLE BALANCE % BGD
 USED

Fund 101 - GENERAL FUND

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	AMENDED BUDGET	2023-24 YTD BALANCE 04/30/2024	AVAILABLE BALANCE % BGD USED
Expenditures					
Account Type: Expenditure					
101-265-702-000	CUSTODIAN WAGES	0.00	0.00	0.00	0.00
101-265-703-000	FACILITIES MANAGEMENT	16,582.00	16,582.00	13,818.40	2,763.60 83.33
101-265-704-000	HEALTH INSURANCE	0.00	0.00	0.00	0.00
101-265-715-000	PAYROLL TAXES	1,265.00	1,265.00	1,056.99	208.01 83.56
101-265-718-000	RETIREMENT	1,658.00	1,658.00	1,381.80	276.20 83.34
101-265-721-000	REIMBURSED EXPENSES	0.00	0.00	0.00	0.00
101-265-726-000	BUILDING SUPPLIES	200.00	200.00	222.72	(22.72) 111.36
101-265-860-000	MILEAGE ALLOWANCE	350.00	350.00	185.66	164.34 53.05
101-265-920-000	UTILITIES	9,500.00	9,500.00	8,576.64	923.36 90.28
101-265-930-000	REPAIRS AND MAINTENANCE	20,000.00	20,000.00	16,755.13	3,244.87 83.78
101-265-930-001	RESERVED ACCT-FACILITY MAINTENANCE	0.00	0.00	0.00	0.00
101-265-930-002	RESERVED-ACCT-FACILITY MAINTENANCE	0.00	0.00	0.00	0.00
Total Expenditure:		49,555.00	49,555.00	41,997.34	7,557.66 84.75

Total Dept 265 - BUILDING & GROUNDS

49,555.00	49,555.00	41,997.34	7,557.66	84.75
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Dept 287 - PUBLIC EDUCATION/GOVERNMENT

Account Type: Expenditure	ORIGINAL BUDGET	AMENDED BUDGET	2023-24 YTD BALANCE 04/30/2024	AVAILABLE BALANCE % BGD USED	
101-287-702-000	PEG ADMINISTRATOR	0.00	0.00	0.00	0.00
101-287-704-000	HEALTH INSURANCE	0.00	0.00	0.00	0.00
101-287-715-000	PAYROLL TAXES	0.00	0.00	0.00	0.00
101-287-718-000	RETIREMENT	0.00	0.00	0.00	0.00
101-287-721-000	REIMBURSED EXPENSES	0.00	0.00	0.00	0.00
101-287-726-000	PEG SUPPLIES	0.00	0.00	0.00	0.00
101-287-729-000	POSTAGE/PEG	0.00	0.00	0.00	0.00
101-287-860-000	PEG MILEAGE EXPENSE	0.00	0.00	0.00	0.00
Total Expenditure:	0.00	0.00	0.00	0.00	

Total Dept 287 - PUBLIC EDUCATION/GOVERNMENT

0.00	0.00	0.00	0.00	0.00
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Dept 289 - GENERAL SERVICES

Account Type: Expenditure	ORIGINAL BUDGET	AMENDED BUDGET	2023-24 YTD BALANCE 04/30/2024	AVAILABLE BALANCE % BGD USED	
101-289-702-000	IN HOUSE IT SERVICES	0.00	0.00	0.00	0.00
101-289-702-001	RESERVED WAGE ACCOUNT	0.00	0.00	0.00	0.00
101-289-704-000	HEALTH INSURANCE	17,577.00	17,577.00	14,770.24	2,806.76 84.03
101-289-704-001	HRA ADMINISTRATION FEES	0.00	0.00	0.00	0.00
101-289-715-000	PAYROLL TAXES	0.00	0.00	0.00	0.00
101-289-718-000	RETIREMENT	0.00	0.00	0.00	0.00
101-289-718-001	RETIREMENT/ADMIN FEES	0.00	0.00	0.00	0.00
101-289-719-000	UNEMPLOYMENT TAXES	0.00	0.00	0.00	0.00
101-289-726-000	SUPPLIES-OFFICE	15,000.00	15,000.00	15,636.24	(636.24) 104.24
101-289-728-000	SUMMER TAX COLLECTION EXPENSE	7,485.00	7,485.00	4,305.39	3,179.61 57.52
101-289-729-000	MAILING EXPENSES	5,000.00	5,000.00	19.04	4,980.96 0.38
101-289-801-000	CONTRACTUAL SERVICES	17,000.00	17,000.00	17,103.00	(103.00) 100.61
101-289-802-000	WEBSITE SERVICES	2,000.00	2,000.00	741.89	1,258.11 37.09
101-289-803-000	COMPUTER SERVICES	7,000.00	7,000.00	4,159.00	2,841.00 59.41
101-289-804-000	ATTORNEY FEES	6,000.00	6,000.00	9,452.50	(3,452.50) 157.54
101-289-805-000	PROFESSIONAL SERVICES ARCHITECTS	0.00	0.00	0.00	0.00
101-289-807-000	PROFESSIONAL SERVICES ACCOUNTING	0.00	0.00	0.00	0.00
101-289-808-000	COMPUTER MAINTENANCE EXPENSE	2,500.00	2,500.00	3,430.00	(930.00) 137.20
101-289-809-000	CODIFICATION	2,500.00	2,500.00	2,773.85	(273.85) 110.95
101-289-812-000	GENSUS COUNT COMMITTEE	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		AVAILABLE		% BGD
		ORIGINAL BUDGET	AMENDED BUDGET	04/30/2024	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	BALANCE	
Fund 101 - GENERAL FUND								
Expenditures								
101-289-830-000	TRAINING AND DUES	19,000.00	19,000.00	18,914.06		85.94		99.55
101-289-850-000	TELEPHONES	8,400.00	8,400.00	7,649.74		750.26		91.07
101-289-858-000	LEASE PAYMENTS	5,500.00	5,500.00	3,665.88		1,834.12		66.65
101-289-900-000	PRINTING AND PUBLISHING	5,500.00	5,500.00	3,103.45		2,396.55		56.43
101-289-910-000	INSURANCE	25,000.00	25,000.00	26,872.09		(1,872.09)		107.49
101-289-925-000	HRA DEDUCTIBLE REIMBURSEMENT	0.00	0.00	0.00		0.00		0.00
101-289-930-000	OFFICE EQUIPMENT REPAIR/MAINTENANCE	0.00	0.00	0.00		0.00		0.00
101-289-930-001	RESERVED ACCT/GENERAL MAINTENANCE	0.00	0.00	0.00		0.00		0.00
101-289-955-000	MISCELLANEOUS	1,000.00	1,000.00	1,041.69		(41.69)		104.17
101-289-956-000	TAX CHARGEBACK	0.00	0.00	353.38		(353.38)		100.00
101-289-970-000	CAPITAL OUTLAY	145,175.00	145,175.00	205.00		144,970.00		0.14
101-289-970-001	TWP HALL RENOVATION	100,000.00	100,000.00	103,610.01		(3,610.01)		103.61
101-289-972-000	SMALL EQUIPMENT PURCHASES	500.00	500.00	0.00		500.00		0.00
Total Expenditure:		392,137.00	392,137.00	237,806.45		154,330.55		60.64
Total Dept 289 - GENERAL SERVICES		392,137.00	392,137.00	237,806.45		154,330.55		60.64
Dept 290 - TRANSFERS TO OTHER FUNDS								
Account Type: Transfers-Out								
101-290-999-000	TRANSFERS-MISC	0.00	0.00	0.00		0.00		0.00
101-290-999-206	TRANSFER/FIRE FUND	0.00	0.00	0.00		0.00		0.00
101-290-999-209	TRANSFERS /CEMETERY FUND	25,060.00	25,060.00	0.00		25,060.00		0.00
101-290-999-245	TRANSFERS TO CDBG	0.00	0.00	0.00		0.00		0.00
101-290-999-249	TRANSFERS/BLDG. INSP FUND	0.00	0.00	0.00		0.00		0.00
101-290-999-255	OPERATING TRANSFERS PEG FUND	0.00	0.00	0.00		0.00		0.00
101-290-999-402	TRANS/INFRASTRUCTURE FUND	0.00	0.00	0.00		0.00		0.00
Total Transfers-Out:		25,060.00	25,060.00	0.00		25,060.00		0.00
Total Dept 290 - TRANSFERS TO OTHER FUNDS		25,060.00	25,060.00	0.00		25,060.00		0.00
Dept 301 - ORDINANCE ENFORCEMENT								
Account Type: Expenditure								
101-301-702-000	CONSTABLE WAGES	0.00	0.00	0.00		0.00		0.00
101-301-703-000	ZONING ENFORCEMENT-WAGES	15,306.00	15,306.00	12,755.00		2,551.00		83.33
101-301-704-000	HEALTH INSURANCE	4,200.00	4,200.00	3,500.00		700.00		83.33
101-301-715-000	PAYROLL TAXES	1,300.00	1,300.00	1,243.60		56.40		95.66
101-301-718-000	RETIREMENT	1,530.00	1,530.00	1,275.60		254.40		83.37
101-301-721-000	REIMBURSED EXPENSES	0.00	0.00	30.00		(30.00)		100.00
101-301-726-000	SUPPLIES	0.00	0.00	0.00		0.00		0.00
101-301-802-000	PROFESSIONAL SERVICES	23,000.00	23,000.00	24,606.93		(1,606.93)		106.99
101-301-860-000	MILEAGE-ORDINANCE ENFORCEMENT	2,700.00	2,700.00	2,231.01		468.99		82.63
101-301-920-000	UTILITIES GROVELAND POST	0.00	0.00	0.00		0.00		0.00
Total Expenditure:		48,036.00	48,036.00	45,642.14		2,393.86		95.02
Total Dept 301 - ORDINANCE ENFORCEMENT		48,036.00	48,036.00	45,642.14		2,393.86		95.02
Dept 400 - PLANNING & ZONING								
Account Type: Expenditure								
101-400-702-000	COMMISSIONER WAGES	3,900.00	3,900.00	275.00		3,625.00		7.05
101-400-703-000	ZONING ADMINISTRATOR	17,907.00	17,907.00	14,922.60		2,984.40		83.33
101-400-704-000	HEALTH INSURANCE	0.00	0.00	0.00		0.00		0.00
101-400-715-000	PAYROLL TAXES	1,700.00	1,700.00	1,162.66		537.34		68.39

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		AVAILABLE		% BGD
		ORIGINAL BUDGET	AMENDED BUDGET	04/30/2024	NORMAL (ABNORMAL)	BALANCE	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
101-400-718-000	RETIREMENT	1,790.00	1,790.00	1,492.20		297.80		83.36
101-400-721-000	REIMBURSED EXPENSES	0.00	0.00	0.00		0.00		0.00
101-400-726-000	SUPPLIES	0.00	0.00	0.00		0.00		0.00
101-400-801-000	CONTRACTUAL SERVICES	6,000.00	6,000.00	972.88		5,027.12		16.21
101-400-802-000	ENGINEERING SERVICES	0.00	0.00	0.00		0.00		0.00
101-400-803-000	OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00		0.00		0.00
101-400-805-000	PROFESSIONAL SERVICES ARCHITECTS	0.00	0.00	0.00		0.00		0.00
101-400-806-000	RESERVED ACCT-CONTRACTUAL SERVICES	0.00	0.00	0.00		0.00		0.00
101-400-807-000	PROFESSIONAL SERVICES ACCOUNTING	0.00	0.00	0.00		0.00		0.00
101-400-808-000	RESERVED CONTRACTUAL SERVICES ACCT	0.00	0.00	0.00		0.00		0.00
101-400-809-000	RESERVED CONTRACTUAL SERVICES ACCT	0.00	0.00	0.00		0.00		0.00
101-400-830-000	DUES AND MEETINGS	0.00	0.00	0.00		0.00		0.00
	Total Expenditure:	31,297.00	31,297.00	18,825.34		12,471.66		60.15
Total Dept 400 - PLANNING & ZONING								
		31,297.00	31,297.00	18,825.34		12,471.66		60.15
Dept 410 - ZONING BOARD OF APPEALS								
Account Type: Expenditure								
101-410-702-000	PERSONAL SERVICES-ZBA	900.00	900.00	475.00		425.00		52.78
101-410-715-000	PAYROLL TAXES	69.00	69.00	28.70		40.30		41.59
101-410-718-000	RETIREMENT	0.00	0.00	0.00		0.00		0.00
101-410-721-000	REIMBURSED EXPENSES	0.00	0.00	0.00		0.00		0.00
101-410-726-000	SUPPLIES	0.00	0.00	0.00		0.00		0.00
101-410-804-000	ATTORNEY SERVICES ZBA	0.00	0.00	0.00		0.00		0.00
101-410-830-000	DUES & TRAINING	0.00	0.00	0.00		0.00		0.00
	Total Expenditure:	969.00	969.00	503.70		465.30		51.98
Total Dept 410 - ZONING BOARD OF APPEALS								
		969.00	969.00	503.70		465.30		51.98
Dept 463 - PUBLIC WORKS								
Account Type: Expenditure								
101-463-448-000	STREET LIGHTS	5,550.00	5,550.00	5,231.45		318.55		94.26
101-463-523-000	RECYCLING	6,578.00	6,578.00	306.00		6,272.00		4.65
101-463-525-000	CLEAN-UP DAY	18,000.00	18,000.00	497.31		17,502.69		2.76
101-463-930-000	ROAD MAINTENANCE	10,000.00	10,000.00	0.00		10,000.00		0.00
101-463-930-001	GRAVEL ROAD CHLORIDE	82,552.00	82,552.00	82,551.38		0.62		100.00
101-463-930-002	PEST CONTROL EXPENDITURES	3,000.00	3,000.00	752.40		2,247.60		25.08
101-463-935-000	RESERVED ACCOUNT-MAINTENANCE	10,000.00	10,000.00	0.00		10,000.00		0.00
	Total Expenditure:	135,680.00	135,680.00	89,338.54		46,341.46		65.85
Total Dept 463 - PUBLIC WORKS								
		135,680.00	135,680.00	89,338.54		46,341.46		65.85
Dept 660 - CITIZEN SERVICES								
Account Type: Expenditure								
101-660-844-000	HOLLY YOUTH ASSISTANCE	5,000.00	5,000.00	0.00		5,000.00		0.00
101-660-845-000	SENIOR CITIZENS	0.00	0.00	0.00		0.00		0.00
	Total Expenditure:	5,000.00	5,000.00	0.00		5,000.00		0.00
Total Dept 660 - CITIZEN SERVICES								
		5,000.00	5,000.00	0.00		5,000.00		0.00

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		AVAILABLE		% BDC
		ORIGINAL BUDGET	AMENDED BUDGET	04/30/2024	NORMAL (ABNORMAL)	BALANCE	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
Dept 751 - PARKS & RECREATION								
Account Type: Expenditure								
101-751-930-000	REPAIRS AND MAINTENANCE	6,500.00	6,500.00	5,757.30		742.70		88.57
101-751-946-000	PARK ENGINEERING	0.00	0.00	0.00		0.00		0.00
101-751-956-000	PROGRAMS & ACTIVITIES	3,000.00	3,000.00	875.33		2,124.67		29.18
101-751-970-000	CAPITAL OUTLAY-PARK	0.00	0.00	0.00		0.00		0.00
101-751-975-000	PARK IMPROVEMENT	30,000.00	30,000.00	217.00		29,783.00		0.72
Total Expenditure:		39,500.00	39,500.00	6,849.63		32,650.37		17.34
Total Dept 751 - PARKS & RECREATION		39,500.00	39,500.00	6,849.63		32,650.37		17.34
Dept 790								
Account Type: Expenditure								
101-790-801-000	CONTRACTUAL SERVICES	8,292.00	8,292.00	8,227.60		64.40		99.22
Total Expenditure:		8,292.00	8,292.00	8,227.60		64.40		99.22
Total Dept 790		8,292.00	8,292.00	8,227.60		64.40		99.22
Dept 999 - EMERGENCY MANAGEMENT								
Account Type: Expenditure								
101-999-890-000	EMERGENCY MANAGEMENT EXP	5,000.00	5,000.00	0.00		5,000.00		0.00
101-999-891-000	ARPA EXPENDITURES	595,372.00	595,372.00	413,489.00		181,883.00		69.45
Total Expenditure:		600,372.00	600,372.00	413,489.00		186,883.00		68.87
Total Dept 999 - EMERGENCY MANAGEMENT		600,372.00	600,372.00	413,489.00		186,883.00		68.87
TOTAL EXPENDITURES		1,964,597.00	1,964,597.00	1,205,606.68		758,990.32		61.37
Fund 101 - GENERAL FUND:								
TOTAL REVENUES								
TOTAL EXPENDITURES								
NET OF REVENUES & EXPENDITURES								
		1,951,861.00	1,951,861.00	1,117,987.23		833,873.77		57.28
		1,964,597.00	1,964,597.00	1,205,606.68		758,990.32		61.37
		(12,736.00)	(12,736.00)	(87,619.45)		74,883.45		687.97

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	04/30/2024	NORMAL (ABNORMAL)	BALANCE	% BGD
				NORMAL	(ABNORMAL)		USED
Fund 201 - APPOMATTOX DRIVE MAINTENANCE FUND							
Revenues							
Dept 000							
Account Type: Revenue							
201-000-664-000	INTEREST	60.00	60.00	66.15	(6.15)	110.25	
201-000-672-000	SPECIAL ASSESSMENTS	3,825.00	3,825.00	4,060.00	(235.00)	106.14	
Total Revenue:		3,885.00	3,885.00	4,126.15	(241.15)	106.21	
Account Type: Transfers-In							
201-000-699-000	TRANSFERS	0.00	0.00	0.00	0.00	0.00	
Total Transfers-In:		0.00	0.00	0.00	0.00	0.00	
Total Dept 000		3,885.00	3,885.00	4,126.15	(241.15)	106.21	
TOTAL REVENUES		3,885.00	3,885.00	4,126.15	(241.15)	106.21	
Expenditures							
Dept 000							
Account Type: Expenditure							
201-000-930-000	REPAIRS & MAINTENANCE	3,825.00	3,825.00	3,037.50	787.50	79.41	
201-000-955-000	MISCELLANEOUS	60.00	60.00	918.00	(858.00)	1,530.00	
Total Expenditure:		3,885.00	3,885.00	3,955.50	(70.50)	101.81	
Account Type: Transfers-Out							
201-000-999-000	TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	
Total Transfers-Out:		0.00	0.00	0.00	0.00	0.00	
Total Dept 000		3,885.00	3,885.00	3,955.50	(70.50)	101.81	
TOTAL EXPENDITURES		3,885.00	3,885.00	3,955.50	(70.50)	101.81	
Fund 201 - APPOMATTOX DRIVE MAINTENANCE FUND:							
TOTAL REVENUES		3,885.00	3,885.00	4,126.15	(241.15)	106.21	
TOTAL EXPENDITURES		3,885.00	3,885.00	3,955.50	(70.50)	101.81	
NET OF REVENUES & EXPENDITURES		0.00	0.00	170.65	(170.65)	100.00	

REVENUE AND EXPENDITURE REPORT FOR ROSE TOWNSHIP
 PERIOD ENDING 04/30/2024
 % Fiscal Year Completed: 83.33

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE 04/30/2024	AVAILABLE		% BDTG USED
		ORIGINAL BUDGET	AMENDED BUDGET		NORMAL (ABNORMAL)	BALANCE (ABNORMAL)	
Fund 203 - EVELINE DRIVE MAINTENANCE FUND							
Revenues							
Dept 000							
Account Type: Revenue							
203-000-664-000	INTEREST	1,200.00	1,200.00	1,323.29	(123.29)	110.27	
203-000-672-000	SPECIAL ASSESSMENTS	9,200.00	9,200.00	8,800.00	400.00	95.65	
Total Revenue:		10,400.00	10,400.00	10,123.29	276.71	97.34	
Account Type: Transfers-In							
203-000-699-000	TRANSFERS	0.00	0.00	0.00	0.00	0.00	
Total Transfers-In:		0.00	0.00	0.00	0.00	0.00	
Total Dept 000		10,400.00	10,400.00	10,123.29	276.71	97.34	
TOTAL REVENUES		10,400.00	10,400.00	10,123.29	276.71	97.34	
Expenditures							
Dept 000							
Account Type: Expenditure							
203-000-930-000	REPAIRS/MAINTENANCE	9,200.00	9,200.00	3,785.98	5,414.02	41.15	
203-000-955-000	MISCELLANEOUS	1,200.00	1,200.00	30.00	1,170.00	2.50	
Total Expenditure:		10,400.00	10,400.00	3,815.98	6,584.02	36.69	
Account Type: Transfers-Out							
203-000-999-000	TRANSFERS	0.00	0.00	0.00	0.00	0.00	
Total Transfers-Out:		0.00	0.00	0.00	0.00	0.00	
Total Dept 000		10,400.00	10,400.00	3,815.98	6,584.02	36.69	
TOTAL EXPENDITURES		10,400.00	10,400.00	3,815.98	6,584.02	36.69	
Fund 203 - EVELINE DRIVE MAINTENANCE FUND:							
TOTAL REVENUES		10,400.00	10,400.00	10,123.29	276.71	97.34	
TOTAL EXPENDITURES		10,400.00	10,400.00	3,815.98	6,584.02	36.69	
NET OF REVENUES & EXPENDITURES		0.00	0.00	6,307.31	(6,307.31)	100.00	

REVENUE AND EXPENDITURE REPORT FOR ROSE TOWNSHIP
 PERIOD ENDING 04/30/2024
 % Fiscal Year Completed: 83.33

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE 04/30/2024	AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET		NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)
Fund 204 - BIG TRAIL MAINT FUND						
Revenues						
Dept 000						
Account Type: Revenue						
204-000-664-000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
204-000-672-000	SPECIAL ASSESSMENTS	12,286.00	12,286.00	12,000.44	285.56	97.68
Total Revenue:		12,286.00	12,286.00	12,000.44	285.56	97.68
Account Type: Transfers-In						
204-000-699-000	TRANSFER	0.00	0.00	0.00	0.00	0.00
Total Transfers-In:		0.00	0.00	0.00	0.00	0.00
Total Dept 000		12,286.00	12,286.00	12,000.44	285.56	97.68
TOTAL REVENUES		12,286.00	12,286.00	12,000.44	285.56	97.68
Expenditures						
Dept 000						
Account Type: Expenditure						
204-000-930-000	MAINTENANCE	12,286.00	12,286.00	4,424.18	7,861.82	36.01
204-000-955-000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
Total Expenditure:		12,286.00	12,286.00	4,424.18	7,861.82	36.01
Account Type: Transfers-Out						
204-000-999-000	TRANSFER	0.00	0.00	0.00	0.00	0.00
Total Transfers-Out:		0.00	0.00	0.00	0.00	0.00
Total Dept 000		12,286.00	12,286.00	4,424.18	7,861.82	36.01
TOTAL EXPENDITURES		12,286.00	12,286.00	4,424.18	7,861.82	36.01
Fund 204 - BIG TRAIL MAINT FUND:						
TOTAL REVENUES		12,286.00	12,286.00	12,000.44	285.56	97.68
TOTAL EXPENDITURES		12,286.00	12,286.00	4,424.18	7,861.82	36.01
NET OF REVENUES & EXPENDITURES		0.00	0.00	7,576.26	(7,576.26)	100.00

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	04/30/2024	NORMAL (ABNORMAL)	BALANCE	NORMAL (ABNORMAL)
Fund 205 - WILLIAMS DRIVE MAINT							
Revenues							
Dept 000							
Account Type: Revenue							
205-000-664-000	INTEREST INCOME	240.00	240.00	264.64		(24.64)	110.27
205-000-672-000	SPECIAL ASSESSMENTS	3,800.00	3,800.00	3,420.00		380.00	90.00
Total Revenue:		4,040.00	4,040.00	3,684.64		355.36	91.20
Account Type: Transfers-In							
205-000-699-000	TRANSFERS	0.00	0.00	0.00		0.00	0.00
Total Transfers-In:		0.00	0.00	0.00		0.00	0.00
Total Dept 000		4,040.00	4,040.00	3,684.64		355.36	91.20
TOTAL REVENUES		4,040.00	4,040.00	3,684.64		355.36	91.20
Expenditures							
Dept 000							
Account Type: Expenditure							
205-000-930-000	MAINTENANCE/REPAIR	3,800.00	3,800.00	1,709.60		2,090.40	44.99
205-000-995-000	MISCELLANEOUS	240.00	240.00	0.00		240.00	0.00
Total Expenditure:		4,040.00	4,040.00	1,709.60		2,330.40	42.32
Account Type: Transfers-Out							
205-000-999-000	TRANSFER	0.00	0.00	0.00		0.00	0.00
Total Transfers-Out:		0.00	0.00	0.00		0.00	0.00
Total Dept 000		4,040.00	4,040.00	1,709.60		2,330.40	42.32
TOTAL EXPENDITURES		4,040.00	4,040.00	1,709.60		2,330.40	42.32
Fund 205 - WILLIAMS DRIVE MAINT:							
TOTAL REVENUES		4,040.00	4,040.00	3,684.64		355.36	91.20
TOTAL EXPENDITURES		4,040.00	4,040.00	1,709.60		2,330.40	42.32
NET OF REVENUES & EXPENDITURES		0.00	0.00	1,975.04		(1,975.04)	100.00

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		AVAILABLE		% BDT
		ORIGINAL BUDGET	AMENDED BUDGET	04/30/2024	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	USED	
Fund 206 - FIRE FUND								
Revenues								
Dept 000								
Account Type: Revenue								
206-000-410-000	CURRENT TAX COLLECTIONS	1,221,377.00	1,221,377.00	0.00	1,221,377.00	0.00	0.00	0.00
206-000-420-000	UNPAID PERSONAL PROPERTY TAX	0.00	0.00	0.00	0.00	0.00	0.00	0.00
206-000-664-000	INTEREST INCOME	21,000.00	21,000.00	8,244.58	12,755.42	39.26	39.26	39.26
206-000-685-000	SUNDRY RECEIPTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
206-000-685-001	SUNDRY-STATION 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue:		1,242,377.00	1,242,377.00	8,244.58	1,234,132.42	0.66	0.66	0.66
Account Type: Transfers-In								
206-000-599-000	TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Transfers-In:		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		1,242,377.00	1,242,377.00	8,244.58	1,234,132.42	0.66	0.66	0.66
TOTAL REVENUES		1,242,377.00	1,242,377.00	8,244.58	1,234,132.42	0.66	0.66	0.66
Expenditures								
Dept 000								
Account Type: Expenditure								
206-000-702-000	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
206-000-715-000	FICA/MEDICARE EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
206-000-726-000	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
206-000-802-000	NOFA CONTRIBUTION	1,056,000.00	1,056,000.00	1,056,000.00	0.00	100.00	100.00	100.00
206-000-930-000	REPAIR AND MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
206-000-955-000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
206-000-955-001	MISCELLANEOUS-STATION 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00
206-000-956-000	TAX CHARGEBACK	0.00	0.00	0.00	0.00	0.00	0.00	0.00
206-000-957-000	MISC MEDICAL CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
206-000-970-000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditure:		1,056,000.00	1,056,000.00	1,056,000.00	0.00	100.00	100.00	100.00
Account Type: Transfers-Out								
206-000-999-000	TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Transfers-Out:		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		1,056,000.00	1,056,000.00	1,056,000.00	0.00	100.00	100.00	100.00
TOTAL EXPENDITURES		1,056,000.00	1,056,000.00	1,056,000.00	0.00	100.00	100.00	100.00
Fund 206 - FIRE FUND:								
TOTAL REVENUES		1,242,377.00	1,242,377.00	8,244.58	1,234,132.42	0.66	0.66	0.66
TOTAL EXPENDITURES		1,056,000.00	1,056,000.00	1,056,000.00	0.00	100.00	100.00	100.00
NET OF REVENUES & EXPENDITURES		186,377.00	186,377.00	(1,047,755.42)	1,234,132.42	562.17	562.17	562.17

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	04/30/2024	NORMAL (ABNORMAL)	BALANCE	% BDTG USED
Fund 209 - CEMETERY FUND							
Revenues							
Dept 000							
Account Type: Revenue							
209-000-608-000	FEES-ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0.00
209-000-643-000	LOT SALES	7,000.00	7,000.00	6,460.00	540.00	92.29	92.29
209-000-644-000	LOT SALES/ENDOWMENT	1,200.00	1,200.00	1,140.00	60.00	95.00	95.00
209-000-645-000	LOT TRANSFER FEES	0.00	0.00	0.00	0.00	0.00	0.00
209-000-646-000	SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
209-000-664-000	INTEREST INCOME	40.00	40.00	77.83	(37.83)	194.58	194.58
209-000-685-000	SUNDRY RECEIPTS	2,500.00	2,500.00	0.00	2,500.00	0.00	0.00
	Total Revenue:	10,740.00	10,740.00	7,677.83	3,062.17	71.49	71.49
Account Type: Transfers-In							
209-000-699-000	TRANSFERS	25,060.00	25,060.00	0.00	25,060.00	0.00	0.00
	Total Transfers-In:	25,060.00	25,060.00	0.00	25,060.00	0.00	0.00
	Total Dept 000	35,800.00	35,800.00	7,677.83	28,122.17	21.45	21.45
	TOTAL REVENUES	35,800.00	35,800.00	7,677.83	28,122.17	21.45	21.45
Expenditures							
Dept 000							
Account Type: Expenditure							
209-000-702-020	SEXTON	0.00	0.00	0.00	0.00	0.00	0.00
209-000-702-030	ASSISTANT SEXTON	0.00	0.00	0.00	0.00	0.00	0.00
209-000-702-040	SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
209-000-715-000	FICA/MEDICARE EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
209-000-721-000	REIMBURSED EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
209-000-726-000	SUPPLIES	1,500.00	1,500.00	47.64	1,452.36	3.18	3.18
209-000-801-000	CONTRACTUAL SERVICES	2,000.00	2,000.00	705.00	1,295.00	35.25	35.25
209-000-830-000	DUES	0.00	0.00	0.00	0.00	0.00	0.00
209-000-900-000	LEGAL ADVERTISING	300.00	300.00	0.00	300.00	0.00	0.00
209-000-930-000	MAINTENANCE	17,000.00	17,000.00	9,367.20	7,632.80	55.10	55.10
209-000-930-001	GRAVE STONE REPAIRS	4,000.00	4,000.00	0.00	4,000.00	0.00	0.00
209-000-955-000	MISC EXPENSE	1,000.00	1,000.00	25.16	974.84	2.52	2.52
209-000-970-000	CAPITAL OUTLAY	10,000.00	10,000.00	0.00	10,000.00	0.00	0.00
	Total Expenditure:	35,800.00	35,800.00	10,145.00	25,655.00	28.34	28.34
Account Type: Transfers-Out							
209-000-999-000	TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
	Total Transfers-Out:	0.00	0.00	0.00	0.00	0.00	0.00
	Total Dept 000	35,800.00	35,800.00	10,145.00	25,655.00	28.34	28.34
	TOTAL EXPENDITURES	35,800.00	35,800.00	10,145.00	25,655.00	28.34	28.34
Fund 209 - CEMETERY FUND:							
	TOTAL REVENUES	35,800.00	35,800.00	7,677.83	28,122.17	21.45	21.45
	TOTAL EXPENDITURES	35,800.00	35,800.00	10,145.00	25,655.00	28.34	28.34
	NET OF REVENUES & EXPENDITURES	0.00	0.00	(2,467.17)	2,467.17	100.00	100.00

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	04/30/2024	NORMAL (ABNORMAL)	BALANCE	% BDTG USED
Fund 220 - OTTIEWAY DRIVE MAINTENANCE FUND							
Revenues							
Dept 000							
Account Type: Revenue							
220-000-664-000	INTEREST INCOME	45.00	45.00	49.62	(4.62)	110.27	110.27
220-000-672-000	SPECIAL ASSESSMENTS	2,750.00	2,750.00	2,750.00	0.00	100.00	100.00
Total Revenue:		2,795.00	2,795.00	2,799.62	(4.62)	100.17	100.17
Account Type: Transfers-In							
220-000-699-000	TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
Total Transfers-In:		0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		2,795.00	2,795.00	2,799.62	(4.62)	100.17	100.17
TOTAL REVENUES		2,795.00	2,795.00	2,799.62	(4.62)	100.17	100.17
Expenditures							
Dept 000							
Account Type: Expenditure							
220-000-930-000	REPAIRS AND MAINTENANCE	2,750.00	2,750.00	1,475.00	1,275.00	53.64	53.64
220-000-955-000	MISCELLANEOUS	45.00	45.00	0.00	45.00	0.00	0.00
Total Expenditure:		2,795.00	2,795.00	1,475.00	1,320.00	52.77	52.77
Account Type: Transfers-Out							
220-000-999-000	TRANSFERS-MISC	0.00	0.00	0.00	0.00	0.00	0.00
Total Transfers-Out:		0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		2,795.00	2,795.00	1,475.00	1,320.00	52.77	52.77
TOTAL EXPENDITURES		2,795.00	2,795.00	1,475.00	1,320.00	52.77	52.77
Fund 220 - OTTIEWAY DRIVE MAINTENANCE FUND:							
TOTAL REVENUES		2,795.00	2,795.00	2,799.62	(4.62)	100.17	100.17
TOTAL EXPENDITURES		2,795.00	2,795.00	1,475.00	1,320.00	52.77	52.77
NET OF REVENUES & EXPENDITURES		0.00	0.00	1,324.62	(1,324.62)	100.00	100.00

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		AVAILABLE		% BDTG
		ORIGINAL BUDGET	AMENDED BUDGET	04/30/2024	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	BALANCE	
Fund 245 - CDBG								
Revenues								
Dept 000								
Account Type: Revenue								
245-000-588-000	RECEIPTS-COUNTY	28,000.00	28,000.00	14,090.00		13,910.00		50.32
245-000-664-000	INTEREST & DIVIDENDS	0.00	0.00	0.00		0.00		0.00
Total Revenue:		28,000.00	28,000.00	14,090.00		13,910.00		50.32
Account Type: Transfers-In								
245-000-699-000	TRANSFER	0.00	0.00	0.00		0.00		0.00
Total Transfers-In:		0.00	0.00	0.00		0.00		0.00
Total Dept 000		28,000.00	28,000.00	14,090.00		13,910.00		50.32
TOTAL REVENUES		28,000.00	28,000.00	14,090.00		13,910.00		50.32
Expenditures								
Dept 000								
Account Type: Expenditure								
245-000-720-000	ADMINISTRATION	0.00	0.00	0.00		0.00		0.00
245-000-802-000	REMOVE ARCHITECTURAL BARRIERS	0.00	0.00	0.00		0.00		0.00
245-000-803-000	PUBLIC SERVICES	13,000.00	13,000.00	310.00		12,690.00		2.38
245-000-900-000	PRINTING AND PUBLISHING	0.00	0.00	180.00		(180.00)		100.00
245-000-930-000	MINOR HOME REPAIR	15,000.00	15,000.00	9,600.00		5,400.00		64.00
245-000-930-001	PARKS/RECREATION IMPROVEMENTS	0.00	0.00	0.00		0.00		0.00
245-000-970-000	FIRE EQUIPMENT	0.00	0.00	0.00		0.00		0.00
Total Expenditure:		28,000.00	28,000.00	10,090.00		17,910.00		36.04
Account Type: Transfers-Out								
245-000-999-000	TRANSFER	0.00	0.00	0.00		0.00		0.00
Total Transfers-Out:		0.00	0.00	0.00		0.00		0.00
Total Dept 000		28,000.00	28,000.00	10,090.00		17,910.00		36.04
TOTAL EXPENDITURES		28,000.00	28,000.00	10,090.00		17,910.00		36.04
Fund 245 - CDBG:								
TOTAL REVENUES		28,000.00	28,000.00	14,090.00		13,910.00		50.32
TOTAL EXPENDITURES		28,000.00	28,000.00	10,090.00		17,910.00		36.04
NET OF REVENUES & EXPENDITURES		0.00	0.00	4,000.00		(4,000.00)		100.00

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE 04/30/2024	AVAILABLE BALANCE	
		ORIGINAL BUDGET	AMENDED BUDGET		NORMAL (ABNORMAL)	% BDTG USED
Fund 247 - NSP						
Revenues						
Dept 000						
Account Type: Revenue						
247-000-588-000	NSP - GRANT REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00
247-000-589-000	HOUSE SALES	0.00	0.00	0.00	0.00	0.00
247-000-664-000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
Total Revenue:		0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 000						
Account Type: Expenditure						
247-000-702-000	WAGES - NSP	0.00	0.00	0.00	0.00	0.00
247-000-704-000	NSP HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
247-000-715-000	PAYROLL TAXES	0.00	0.00	0.00	0.00	0.00
247-000-718-000	RETIREMENT	0.00	0.00	0.00	0.00	0.00
247-000-800-000	EXPENSES - GRANT RELATED	0.00	0.00	0.00	0.00	0.00
247-000-860-000	NSP MILEAGE EXPENSE	0.00	0.00	0.00	0.00	0.00
247-000-930-001	NSP - PROJECT DEMOLITION	0.00	0.00	0.00	0.00	0.00
247-000-931-001	NSP - REHABILITATION	0.00	0.00	0.00	0.00	0.00
247-000-932-001	NSP - DOWN PAYMENT	0.00	0.00	0.00	0.00	0.00
247-000-933-001	NSP SALE PROCEEDS TO COUNTY	0.00	0.00	0.00	0.00	0.00
Total Expenditure:		0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 247 - NSP:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		AVAILABLE		% BDT
		ORIGINAL BUDGET	AMENDED BUDGET	04/30/2024	NORMAL (ABNORMAL)	BALANCE	NORMAL (ABNORMAL)	
	Fund 249 - BUILDING INSPECTION FUND							
	Expenditures	0.00	0.00	0.00		0.00		0.00
	Total Transfers-Out:							
	Total Dept 371	69,400.00	69,400.00	91,420.30		(22,020.30)		131.73
	TOTAL EXPENDITURES	69,400.00	69,400.00	91,420.30		(22,020.30)		131.73
	Fund 249 - BUILDING INSPECTION FUND:							
	TOTAL REVENUES	98,000.00	98,000.00	94,552.34		3,447.66		96.48
	TOTAL EXPENDITURES	69,400.00	69,400.00	91,420.30		(22,020.30)		131.73
	NET OF REVENUES & EXPENDITURES	28,600.00	28,600.00	3,132.04		25,467.96		10.95

REVENUE AND EXPENDITURE REPORT FOR ROSE TOWNSHIP
 PERIOD ENDING 04/30/2024
 % Fiscal Year Completed: 83.33

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	04/30/2024	NORMAL (ABNORMAL)	BALANCE	% BDTG USED
Fund 255 - P E G FUND							
Revenues							
Dept 000							
Account Type: Revenue							
255-000-664-000	INTEREST/DIVIDENDS	0.00	0.00	2,817.61	(2,817.61)	100.00	
255-000-667-000	PEG RECEIPTS	31,500.00	31,500.00	22,364.78	9,135.22	71.00	
	Total Revenue:	31,500.00	31,500.00	25,182.39	6,317.61	79.94	
Account Type: Transfers-In							
255-000-699-000	TRANSFERS (IN)	0.00	0.00	0.00	0.00	0.00	
	Total Transfers-In:	0.00	0.00	0.00	0.00	0.00	
	Total Dept 000	31,500.00	31,500.00	25,182.39	6,317.61	79.94	
	TOTAL REVENUES	31,500.00	31,500.00	25,182.39	6,317.61	79.94	
Expenditures							
Dept 000							
Account Type: Expenditure							
255-000-702-000	CABLE ADMINISTRATOR-WAGES	0.00	0.00	0.00	0.00	0.00	
255-000-704-000	HEALTH INSURANCE EXPENSE	0.00	0.00	0.00	0.00	0.00	
255-000-715-000	FICA/MED TWP CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	
255-000-718-000	EMPLOYER RET CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	
255-000-729-000	POSTAGE/MAILING	0.00	0.00	0.00	0.00	0.00	
255-000-858-000	PEG EQUIPMENT CHARGE	0.00	0.00	0.00	0.00	0.00	
	Total Expenditure:	0.00	0.00	0.00	0.00	0.00	
	Total Dept 000	0.00	0.00	0.00	0.00	0.00	
Dept 793							
Account Type: Expenditure							
255-793-721-000	REIMBURSED EXPENSES	0.00	0.00	0.00	0.00	0.00	
255-793-727-000	PEG SUPPLIES	0.00	0.00	0.00	0.00	0.00	
255-793-801-000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	
255-793-975-000	PEG EQUIPMENT PURCHASES	25,000.00	25,000.00	0.00	25,000.00	0.00	
	Total Expenditure:	25,000.00	25,000.00	0.00	25,000.00	0.00	
	Total Dept 793	25,000.00	25,000.00	0.00	25,000.00	0.00	
	TOTAL EXPENDITURES	25,000.00	25,000.00	0.00	25,000.00	0.00	
Fund 255 - P E G FUND:							
	TOTAL REVENUES	31,500.00	31,500.00	25,182.39	6,317.61	79.94	
	TOTAL EXPENDITURES	25,000.00	25,000.00	0.00	25,000.00	0.00	
	NET OF REVENUES & EXPENDITURES	6,500.00	6,500.00	25,182.39	(18,682.39)	387.42	

REVENUE AND EXPENDITURE REPORT FOR ROSE TOWNSHIP
 PERIOD ENDING 04/30/2024
 % Fiscal Year Completed: 83.33

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE 04/30/2024	AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET		NORMAL (ABNORMAL)	BALANCE (ABNORMAL)
Fund 402 - INFRASTRUCTURE FUND						
Revenues						
Dept 000						
Account Type: Revenue						
402-000-590-000	GRANT INCOME	0.00	0.00	0.00	0.00	0.00
402-000-664-000	INTEREST	0.00	0.00	1,474.28	(1,474.28)	100.00
402-000-672-000	TELECOM ACT REVENUES	17,000.00	17,000.00	11,773.13	5,226.87	69.25
Total Revenue:		17,000.00	17,000.00	13,247.41	3,752.59	77.93
Account Type: Transfers-In						
402-000-699-000	TRANSFERS/BLDG & LAND	0.00	0.00	0.00	0.00	0.00
402-000-699-001	TRANSFERS/PUBLIC SAFETY	0.00	0.00	0.00	0.00	0.00
402-000-699-002	TRANSFERS/MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
Total Transfers-In:		0.00	0.00	0.00	0.00	0.00
Total Dept 000		17,000.00	17,000.00	13,247.41	3,752.59	77.93
TOTAL REVENUES						
		17,000.00	17,000.00	13,247.41	3,752.59	77.93
Expenditures						
Dept 000						
Account Type: Expenditure						
402-000-726-000	SUPPLIES	0.00	0.00	0.00	0.00	0.00
402-000-801-000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
402-000-930-000	TELECOM ACT EXPENDITURES	0.00	0.00	0.00	0.00	0.00
402-000-955-000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
402-000-970-000	CAPITAL OUTLAY/BLDG & LAND	0.00	0.00	0.00	0.00	0.00
402-000-970-001	CAPITAL OUTLAY/PUBLIC SAFETY	0.00	0.00	0.00	0.00	0.00
402-000-970-002	CAPITAL OUTLAY/MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
402-000-991-000	PRINCIPAL PAYMENT	0.00	0.00	0.00	0.00	0.00
402-000-995-000	INTEREST PAYMENT	0.00	0.00	0.00	0.00	0.00
Total Expenditure:		0.00	0.00	0.00	0.00	0.00
Account Type: Transfers-Out						
402-000-999-000	TRANSFER	0.00	0.00	0.00	0.00	0.00
Total Transfers-Out:		0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES						
		0.00	0.00	0.00	0.00	0.00
Fund 402 - INFRASTRUCTURE FUND:						
TOTAL REVENUES		17,000.00	17,000.00	13,247.41	3,752.59	77.93
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		17,000.00	17,000.00	13,247.41	3,752.59	77.93

User: DEBBIE

PERIOD ENDING 04/30/2024

% Fiscal Year Completed: 83.33

2023-24

ORIGINAL BUDGET

2023-24

AMENDED BUDGET

YTD BALANCE

04/30/2024

NORMAL (ABNORMAL)

AVAILABLE

BALANCE

% BDTG USED

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE 04/30/2024	AVAILABLE BALANCE	% BDTG USED
				NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	
Fund 701 - T & A						
Revenues						
Dept 000						
Account Type: Revenue						
701-000-664-000	INTEREST INCOME	0.00	0.00	78.47	(78.47)	100.00
Total Revenue:		0.00	0.00	78.47	(78.47)	100.00
Account Type: Transfers-In						
701-000-699-000	TRANSFERS - OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
Total Transfers-In:		0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	78.47	(78.47)	100.00
TOTAL REVENUES		0.00	0.00	78.47	(78.47)	100.00
Fund 701 - T & A:						
TOTAL REVENUES		0.00	0.00	78.47	(78.47)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	78.47	(78.47)	100.00

User: DEBBIE
 DB: Rose Twp
 PERIOD ENDING 04/30/2024
 % Fiscal Year Completed: 83.33

2023-24 ORIGINAL BUDGET AMENDED BUDGET 2023-24 YTD BALANCE 04/30/2024 AVAILABLE BALANCE % BGT USED

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	AMENDED BUDGET	2023-24 YTD BALANCE 04/30/2024	AVAILABLE BALANCE	% BGT USED
Fund 703 - TAX FUND						
Revenues						
Dept 000						
Account Type: Revenue						
703-000-664-000	INTEREST & DIVIDENDS	0.00	0.00	816.04	(816.04)	100.00
Total Revenue:		0.00	0.00	816.04	(816.04)	100.00
Total Dept 000		0.00	0.00	816.04	(816.04)	100.00
TOTAL REVENUES						
0.00		0.00	0.00	816.04	(816.04)	100.00
Expenditures						
Dept 000						
Account Type: Expenditure						
703-000-955-000	MISCELLANEOUS	0.00	0.00	38.62	(38.62)	100.00
Total Expenditure:		0.00	0.00	38.62	(38.62)	100.00
Account Type: Transfers-Out						
703-000-999-000	TRANSFERS	0.00	0.00	0.00	0.00	0.00
Total Transfers-Out:		0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	38.62	(38.62)	100.00
TOTAL EXPENDITURES						
0.00		0.00	0.00	38.62	(38.62)	100.00
Fund 703 - TAX FUND:						
TOTAL REVENUES						
0.00		0.00	0.00	816.04	(816.04)	100.00
TOTAL EXPENDITURES						
0.00		0.00	0.00	38.62	(38.62)	100.00
NET OF REVENUES & EXPENDITURES						
0.00		0.00	0.00	777.42	(777.42)	100.00

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE 04/30/2024	AVAILABLE		% BDC
		ORIGINAL BUDGET	AMENDED BUDGET		NORMAL (ABNORMAL)	BALANCE	
Fund 704 - FISH LAKE WEED CONTROL							
Revenues							
Dept 000							
Account Type: Revenue							
704-000-664-000	INTEREST INCOME	150.00	150.00	165.40	(15.40)	110.27	
704-000-672-000	SPECIAL ASSESSMENTS	18,624.00	18,624.00	17,886.94	737.06	96.04	
	Total Revenue:	18,774.00	18,774.00	18,052.34	721.66	96.16	
Account Type: Transfers-In							
704-000-699-000	TRANSFERS	0.00	0.00	0.00	0.00	0.00	
	Total Transfers-In:	0.00	0.00	0.00	0.00	0.00	
	Total Dept 000	18,774.00	18,774.00	18,052.34	721.66	96.16	
	TOTAL REVENUES	18,774.00	18,774.00	18,052.34	721.66	96.16	
Expenditures							
Dept 000							
Account Type: Expenditure							
704-000-900-000	F/L MAINTENANCE-PUBLISHING	0.00	0.00	588.50	(588.50)	100.00	
704-000-930-000	LAKE MAINTENANCE	18,624.00	18,624.00	612.00	18,012.00	3.29	
704-000-955-000	MISCELLANEOUS	150.00	150.00	0.00	150.00	0.00	
	Total Expenditure:	18,774.00	18,774.00	1,200.50	17,573.50	6.39	
Account Type: Transfers-Out							
704-000-999-000	TRANSFERS	0.00	0.00	0.00	0.00	0.00	
	Total Transfers-Out:	0.00	0.00	0.00	0.00	0.00	
	Total Dept 000	18,774.00	18,774.00	1,200.50	17,573.50	6.39	
	TOTAL EXPENDITURES	18,774.00	18,774.00	1,200.50	17,573.50	6.39	
Fund 704 - FISH LAKE WEED CONTROL:							
	TOTAL REVENUES	18,774.00	18,774.00	18,052.34	721.66	96.16	
	TOTAL EXPENDITURES	18,774.00	18,774.00	1,200.50	17,573.50	6.39	
	NET OF REVENUES & EXPENDITURES	0.00	0.00	16,851.84	(16,851.84)	100.00	

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	04/30/2024	NORMAL (ABNORMAL)	BALANCE
Fund 705 - LAKE BRAEMAR SAD FUND							
Revenues							
Dept 000							
Account Type: Revenue							
705-000-664-000	INTEREST INCOME	760.00	760.00	827.07	(67.07)	108.83	
705-000-672-000	SPECIAL ASSESSMENTS	32,000.00	32,000.00	31,383.40	616.60	98.07	
705-000-680-000	OTHER INCOME	0.00	0.00	0.00	0.00	0.00	
Total Revenue:		32,760.00	32,760.00	32,210.47	549.53	98.32	
Account Type: Transfers-In							
705-000-699-000	TRANSFER	0.00	0.00	0.00	0.00	0.00	
Total Transfers-In:		0.00	0.00	0.00	0.00	0.00	
Total Dept 000		32,760.00	32,760.00	32,210.47	549.53	98.32	
TOTAL REVENUES		32,760.00	32,760.00	32,210.47	549.53	98.32	
Expenditures							
Dept 000							
Account Type: Expenditure							
705-000-930-000	MAINTENANCE	32,000.00	32,000.00	10,942.50	21,057.50	34.20	
705-000-955-000	MISCELLANEOUS	760.00	760.00	1,152.00	(392.00)	151.58	
Total Expenditure:		32,760.00	32,760.00	12,094.50	20,665.50	36.92	
Total Dept 000		32,760.00	32,760.00	12,094.50	20,665.50	36.92	
TOTAL EXPENDITURES		32,760.00	32,760.00	12,094.50	20,665.50	36.92	
Fund 705 - LAKE BRAEMAR SAD FUND:							
TOTAL REVENUES		32,760.00	32,760.00	32,210.47	549.53	98.32	
TOTAL EXPENDITURES		32,760.00	32,760.00	12,094.50	20,665.50	36.92	
NET OF REVENUES & EXPENDITURES		0.00	0.00	20,115.97	(20,115.97)	100.00	

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	04/30/2024	NORMAL (ABNORMAL)	BALANCE	% BDGT USED
Fund 707 - TIPSICO LAKE FUND							
Revenues							
Dept 000							
Account Type: Revenue				4,135.51	(385.51)	110.28	
707-000-664-000	INTEREST INCOME	3,750.00	3,750.00	64,878.36	1,121.64	98.30	
707-000-672-000	SPECIAL ASSESSMENTS	66,000.00	66,000.00	69,013.87	736.13	98.94	
Total Revenue:		69,750.00	69,750.00				
Account Type: Transfers-In							
707-000-699-000	TRANSFERS	0.00	0.00	0.00	0.00	0.00	
Total Transfers-In:		0.00	0.00				
Total Dept 000		69,750.00	69,750.00	69,013.87	736.13	98.94	
TOTAL REVENUES		69,750.00	69,750.00	69,013.87	736.13	98.94	
Expenditures							
Dept 000							
Account Type: Expenditure							
707-000-930-000	TIPSICO LAKE MAINTENANCE	66,000.00	66,000.00	8,477.50	57,522.50	12.84	
707-000-955-000	MISCELLANEOUS	3,750.00	3,750.00	0.00	3,750.00	0.00	
Total Expenditure:		69,750.00	69,750.00	8,477.50	61,272.50	12.15	
Account Type: Transfers-Out							
707-000-999-000	TRANSFERS	0.00	0.00	0.00	0.00	0.00	
Total Transfers-Out:		0.00	0.00				
Total Dept 000		69,750.00	69,750.00	8,477.50	61,272.50	12.15	
TOTAL EXPENDITURES		69,750.00	69,750.00	8,477.50	61,272.50	12.15	
Fund 707 - TIPSICO LAKE FUND:							
TOTAL REVENUES		69,750.00	69,750.00	69,013.87	736.13	98.94	
TOTAL EXPENDITURES		69,750.00	69,750.00	8,477.50	61,272.50	12.15	
NET OF REVENUES & EXPENDITURES		0.00	0.00	60,536.37	(60,536.37)	100.00	

User: DEBBIE PERIOD ENDING 04/30/2024

DB: Rose Twp % Fiscal Year Completed: 83.33

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE 04/30/2024	AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET		NORMAL (ABNORMAL)	BALANCE (ABNORMAL)
Fund 861 - HOLLY SHORES LIGHTS						
Revenues						
Dept 000						
	Account Type: Revenue					
	861-000-664-000 INTEREST INCOME	150.00	150.00	165.50	(15.50)	110.33
	861-000-672-000 SPECIAL ASSESSMENTS	81.00	81.00	65.00	16.00	80.25
	Total Revenue:	231.00	231.00	230.50	0.50	99.78
	Account Type: Transfers-In					
	861-000-699-000 TRANSFERS	0.00	0.00	0.00	0.00	0.00
	Total Transfers-In:	0.00	0.00	0.00	0.00	0.00
	Total Dept 000	231.00	231.00	230.50	0.50	99.78
	TOTAL REVENUES	231.00	231.00	230.50	0.50	99.78
Expenditures						
Dept 000						
	Account Type: Expenditure					
	861-000-920-000 UTILITIES	1,000.00	1,000.00	450.50	549.50	45.05
	861-000-955-000 MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
	Total Expenditure:	1,000.00	1,000.00	450.50	549.50	45.05
	Account Type: Transfers-Out					
	861-000-999-000 TRANSFER	0.00	0.00	0.00	0.00	0.00
	Total Transfers-Out:	0.00	0.00	0.00	0.00	0.00
	Total Dept 000	1,000.00	1,000.00	450.50	549.50	45.05
	TOTAL EXPENDITURES	1,000.00	1,000.00	450.50	549.50	45.05
Fund 861 - HOLLY SHORES LIGHTS:						
	TOTAL REVENUES	231.00	231.00	230.50	0.50	99.78
	TOTAL EXPENDITURES	1,000.00	1,000.00	450.50	549.50	45.05
	NET OF REVENUES & EXPENDITURES	(769.00)	(769.00)	(220.00)	(549.00)	28.61

User: DEBBIE PERIOD ENDING 04/30/2024

% Fiscal Year Completed: 83.33

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	04/30/2024	NORMAL (ABNORMAL)	BALANCE	% BDTG USED
Fund 865 - INVESTMENTS							
Revenues							
Dept 000							
Account Type: Revenue							
865-000-664-001	UR GAIN/LOSS	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue:		0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
Expenditures							
Dept 000							
Account Type: Expenditure							
865-000-718-001	ADVISORY FEES	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditure:		0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
Fund 865 - INVESTMENTS:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS		3,559,459.00	3,559,459.00	1,434,117.61	2,125,341.39	40.29	
TOTAL EXPENDITURES - ALL FUNDS		3,334,487.00	3,334,487.00	2,410,903.86	923,583.14	72.30	
NET OF REVENUES & EXPENDITURES		224,972.00	224,972.00	(976,786.25)	1,201,758.25	434.18	

User: DEBBIE

Period Ending 04/30/2024

DB: Rose Twp

Fund 101 GENERAL FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
101-000-001-000	CASH-CHECKING-SWEEP	163,266.33	64,722.83
101-000-003-000	INVESTMENTS	1,787,949.37	1,851,217.92
101-000-003-001	CD'S	20,000.00	20,657.97
101-000-003-002	OAKLAND COUNTY POOL	100,193.01	10,883.30
101-000-003-003	MICHIGAN CLASS	21,482.23	22,384.05
101-000-004-000	PETTY CASH-TREASURER	120.00	120.00
101-000-004-001	PETTY CASH - GENERAL	100.00	100.00
101-000-018-000	PETTY CASH	0.00	0.00
101-000-019-000	A/R CABLE TV COMMISSIONS	0.00	0.00
101-000-020-000	A/R ENVIRONMENTAL INFRASTRUCTU	0.00	0.00
101-000-026-000	TAXES RECEIVABLE-DELINQ/REAL	0.00	0.00
101-000-027-000	TAX RECEIVABLES	0.00	0.00
101-000-028-000	TAXES RECEIVABLE-DELINQ/PERS.	0.00	0.00
101-000-035-000	ACCOUNTS RECEIVABLE	0.00	0.00
101-000-035-001	A/R REIMBURSEMENTS	0.00	0.00
101-000-056-000	INTEREST RECEIVABLE	0.00	0.00
101-000-067-000	DUE FROM NSP FUND	0.00	0.00
101-000-067-203	DUE FROM EVELINE DRIVE FUND	0.00	0.00
101-000-067-204	DUE TO/FROM BIG TRAIL MAINTENANCE	0.00	0.00
101-000-067-205	DUE TO/FROM WILLIAMS DR SAD FUND	0.00	0.00
101-000-067-206	DUE TO/FROM FIRE FUND	50,000.00	0.00
101-000-067-209	DUE TO/FROM CEMETERY FUND	0.00	0.00
101-000-067-245	DUE TO/FROM COMM DEVELOP	0.00	0.00
101-000-067-247	DUE TO/FROM NSP FUND	0.00	0.00
101-000-067-249	DUETO/FROM BLDG INSPECTION FUND	0.00	0.00
101-000-067-255	DUE TO/FROM PEG FUND	0.00	0.00
101-000-067-402	DUE TO/FROM INFRASTRUCTURE FUND	0.00	0.00
101-000-067-701	DUETO/FROM TRUST & AGENCY	370.52	370.52
101-000-067-703	DUE TO/FROM TAX FUND	2,296.93	2,296.93
101-000-067-704	DUE TO/FROM FISH LAKE MAINTENANCE	0.00	0.00
101-000-067-705	DUE TO/FROM LAKE BRAEMAR	0.00	0.00
101-000-067-707	DUE TO/FROM TIPSICO LAKE MAINTENANCE	0.00	0.00
101-000-067-861	DUE TO/FROM HOLLY SHORES ST LIGHT	0.00	0.00
101-000-078-000	DUE FROM STATE	0.00	0.00
101-000-078-001	DUE TO OAKLAND COUNTY	0.00	0.00
101-000-078-002	DUE TO/FROM GENESEE COUNTY	0.00	0.00
Total Assets		2,145,778.39	1,972,753.52
*** Liabilities ***			
101-000-201-000	DEFERRED REVENUE	0.00	0.00
101-000-202-000	ACCOUNTS PAYABLE	88,761.84	(2,516.56)
101-000-203-000	HEALTH INSURANCE PAYABLE	0.00	0.00
101-000-204-000	WAGES PAYABLE	0.00	0.00
101-000-205-000	ACCRUED LEGAL FEES	0.00	0.00
101-000-214-000	SUSPENSE ACCOUNT	0.00	0.00
101-000-214-001	DUE TO OPEB TRUST FUND	0.00	0.00
101-000-214-249	DUE TO BLDG. INSPECTION FUND	0.00	0.00
101-000-228-000	FICA/ STATE W/H	0.00	0.00
101-000-229-000	FEDERAL GOVERNMENT	0.00	0.00
101-000-230-000	MEDICAL/DENTAL DEDUCTIONS	0.00	5,872.98
101-000-231-000	VOLUNTARY RETIREMENT CONTRIBUT	0.00	0.00
101-000-232-000	FSA	0.00	0.00
101-000-233-000	DEFERRED COMP/PEBSICO	0.00	0.00
101-000-234-000	GARNISHMENTS	0.00	0.00
101-000-339-000	DEFERRED REVENUE - ARPA	678,032.41	678,032.41
Total Liabilities		766,794.25	681,388.83
*** Fund Balance ***			
101-000-390-000	FUND BALANCE	1,374,051.40	1,374,051.40
101-000-398-000	INFRASTRUCTURE FUND BALANCE	13,481.24	13,481.24
101-000-399-000	INFRASTRUCTURE GRANT F/B	(8,548.50)	(8,548.50)
Total Fund Balance		1,378,984.14	1,378,984.14

Fund 101 GENERAL FUND

GL Number	Description	Current Year Beg. Balance	Balance
	Beginning Fund Balance		1,378,984.14
	Net of Revenues VS Expenditures		(87,619.45)
	Ending Fund Balance		1,291,364.69
	Total Liabilities And Fund Balance		1,972,753.52

User: DEBBIE

Period Ending 04/30/2024

DB: Rose Twp

Fund 201 APPOMATTOX DRIVE MAINTENANCE FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
201-000-001-000	CASH-APPOMATTOX DRIVE MAINTENANCE SAD	1,695.30	497.36
201-000-003-000	INVESTMENTS	2,036.57	2,102.72
201-000-026-000	ASSESSMENTS RECEIVABLE	0.00	0.00
201-000-067-703	DUE FROM TAX FUND	0.00	0.00
Total Assets		3,731.87	2,600.08
*** Liabilities ***			
201-000-202-000	ACCOUNTS PAYABLE	1,302.44	0.00
201-000-214-000	DUE TO/FROM FROM GENERAL FUND	0.00	0.00
Total Liabilities		1,302.44	0.00
*** Fund Balance ***			
201-000-390-000	FUND BALANCE	2,429.43	2,429.43
Total Fund Balance		2,429.43	2,429.43
Beginning Fund Balance			2,429.43
Net of Revenues VS Expenditures			170.65
Ending Fund Balance			2,600.08
Total Liabilities And Fund Balance			2,600.08

User: DEBBIE

Period Ending 04/30/2024

DB: Rose Twp

Fund 203 EVELINE DRIVE MAINTENANCE FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
203-000-001-000	CASH-EVELINE DRIVE MAINTENANCE SAD	13,347.29	18,411.80
203-000-003-000	INVESTMENTS	40,731.94	42,055.23
203-000-026-000	ASSESSMENTS RECEIVABLE	0.00	0.00
203-000-067-703	DUE FROM TAX FUND	0.00	0.00
Total Assets		54,079.23	60,467.03
*** Liabilities ***			
203-000-202-000	ACCOUNTS PAYABLE	175.00	255.49
203-000-214-000	DUE TO/FROM GENERAL FUND	0.00	0.00
Total Liabilities		175.00	255.49
*** Fund Balance ***			
203-000-390-000	FUND BALANCE	53,904.23	53,904.23
Total Fund Balance		53,904.23	53,904.23
Beginning Fund Balance			53,904.23
Net of Revenues VS Expenditures			6,307.31
Ending Fund Balance			60,211.54
Total Liabilities And Fund Balance			60,467.03

Fund 204 BIG TRAIL MAINT FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
204-000-001-000	BIG TRAIL ROAD MAINTENANCE	6,484.03	13,310.29
204-000-002-000	TO RECORD SAD CASH ACCOUNT BALANCES	0.00	0.00
204-000-003-000	INVESTMENTS	0.00	0.00
204-000-026-000	TAXES RECEIVABLE	0.00	0.00
204-000-067-703	DUE FROM TAX FUND	0.00	0.00
Total Assets		6,484.03	13,310.29
*** Liabilities ***			
204-000-202-000	ACCOUNTS PAYABLE	750.00	0.00
204-000-214-000	DUE TO/FROM GENERAL FUND	0.00	0.00
Total Liabilities		750.00	0.00
*** Fund Balance ***			
204-000-390-000	FUND BALANCE	5,734.03	5,734.03
Total Fund Balance		5,734.03	5,734.03
Beginning Fund Balance			5,734.03
Net of Revenues VS Expenditures			7,576.26
Ending Fund Balance			13,310.29
Total Liabilities And Fund Balance			13,310.29

Fund 205 WILLIAMS DRIVE MAINT

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
205-000-001-000	WILLIAMS DR MTN/CASH-CHECKING	3,745.79	5,456.19
205-000-003-000	INVESTMENTS	8,146.37	8,411.01
205-000-026-000	RECEIVABLE ASSESSMENTS	0.00	0.00
205-000-067-703	DUE FROM TAX FUND	0.00	0.00
Total Assets		11,892.16	13,867.20
*** Liabilities ***			
205-000-202-000	ACCOUNTS PAYABLE	0.00	0.00
205-000-214-000	DUE TO/FROM GENERAL FUND	0.00	0.00
205-000-214-704	DUE TO/FROM WILLIAMS DRIVE	0.00	0.00
Total Liabilities		0.00	0.00
*** Fund Balance ***			
205-000-390-000	F/B WILLIAMS DRIVE MAINTENANCE	11,892.16	11,892.16
Total Fund Balance		11,892.16	11,892.16
Beginning Fund Balance			11,892.16
Net of Revenues VS Expenditures			1,975.04
Ending Fund Balance			13,867.20
Total Liabilities And Fund Balance			13,867.20

Fund 206 FIRE FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
206-000-001-000	CASH-CHECKING	478,566.12	572.02
206-000-003-000	INVESTMENTS	651,923.35	1,213,922.44
206-000-003-001	CD'S	0.00	0.00
206-000-028-000	TAXES RECEIVABLE-DELINQUENT	0.00	0.00
206-000-056-000	INTEREST RECEIVABLE	0.00	0.00
206-000-067-703	DUE FROM TAX FUND	(85.18)	(1,181,845.59)
Total Assets		1,130,404.29	32,648.87
*** Liabilities ***			
206-000-202-000	ACCOUNTS PAYABLE	0.00	0.00
206-000-214-000	DUE TO/FROM GENERAL FUND	50,000.00	0.00
206-000-229-000	FEDERAL WITHHOLDING	0.00	0.00
Total Liabilities		50,000.00	0.00
*** Fund Balance ***			
206-000-390-000	BALANCE-BEG. OF PERIOD	1,080,404.29	1,080,404.29
206-000-391-000	STATION 3 FUND BALANCE	0.00	0.00
Total Fund Balance		1,080,404.29	1,080,404.29
Beginning Fund Balance			1,080,404.29
Net of Revenues VS Expenditures			(1,047,755.42)
Ending Fund Balance			32,648.87
Total Liabilities And Fund Balance			32,648.87

Fund 209 CEMETERY FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
209-000-001-000	CASH-CHECKING	(45,116.74)	(48,811.04)
209-000-002-010	CASH-ENDOWMENT SAVINGS	5,880.05	7,107.18
209-000-003-000	INVESTMENTS	30,093.05	30,093.05
209-000-056-000	INTEREST RECEIVABLE	0.00	0.00
Total Assets		(9,143.64)	(11,610.81)
*** Liabilities ***			
209-000-202-000	ACCOUNTS PAYABLE	0.00	0.00
209-000-214-000	DUE TO/FROM GENERAL FUND	0.00	0.00
209-000-228-000	FICA/ STATE W/H	0.00	0.00
209-000-229-000	FEDERAL GOVERNMENT	0.00	0.00
Total Liabilities		0.00	0.00
*** Fund Balance ***			
209-000-390-000	BAL. AT BEG. OF PERIOD	(9,143.64)	(9,143.64)
Total Fund Balance		(9,143.64)	(9,143.64)
Beginning Fund Balance			(9,143.64)
Net of Revenues VS Expenditures			(2,467.17)
Ending Fund Balance			(11,610.81)
Total Liabilities And Fund Balance			(11,610.81)

Fund 220 OTTIEWAY DRIVE MAINTENANCE FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
220-000-001-000	OTTIEWAY DRIVE CASH-CHECKING-SWEEP	2,431.57	3,706.57
220-000-003-000	INVESTMENTS	1,527.94	1,577.56
220-000-026-000	TAXES RECEIVABLE-DELINQ/REAL	0.00	0.00
220-000-067-703	DUE TO/FROM TAX FUND	0.00	0.00
Total Assets		3,959.51	5,284.13
*** Liabilities ***			
220-000-202-000	ACCOUNTS PAYABLE	0.00	0.00
220-000-214-000	DUE TO/FROM GENERAL FUND	0.00	0.00
220-000-214-704	DUE TO/FROM OTTIEWAY DRIVE	0.00	0.00
Total Liabilities		0.00	0.00
*** Fund Balance ***			
220-000-390-000	FUND BALANCE OTTIEWAY DRIVE	3,959.51	3,959.51
Total Fund Balance		3,959.51	3,959.51
Beginning Fund Balance			3,959.51
Net of Revenues VS Expenditures			1,324.62
Ending Fund Balance			5,284.13
Total Liabilities And Fund Balance			5,284.13

Fund 245 CDBG

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
245-000-001-000	CASH-CHECKING	(4,445.80)	(445.80)
245-000-035-000	ACCOUNTS RECEIVABLE	0.00	0.00
245-000-081-000	DUE FROM COUNTY	0.00	0.00
Total Assets		(4,445.80)	(445.80)
*** Liabilities ***			
245-000-202-000	ACCOUNTS PAYABLE	0.00	0.00
245-000-214-101	DUE TO/FROM GENERAL FUND	0.00	0.00
Total Liabilities		0.00	0.00
*** Fund Balance ***			
245-000-390-000	BAL. AT BEG. OF PERIOD	(4,445.80)	(4,445.80)
Total Fund Balance		(4,445.80)	(4,445.80)
Beginning Fund Balance			(4,445.80)
Net of Revenues VS Expenditures			4,000.00
Ending Fund Balance			(445.80)
Total Liabilities And Fund Balance			(445.80)

Fund 247 NSP

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
247-000-001-000	CASH - CHECKING	0.00	0.00
247-000-002-000	TO RECORD NSP CASH ACCOUNT BALANCES	0.00	0.00
247-000-003-000	INVESTMENTS	0.00	0.00
247-000-035-000	ACCOUNTS RECEIVABLE	0.00	0.00
247-000-081-000	DUE FROM COUNTY	0.00	0.00
Total Assets		0.00	0.00
*** Liabilities ***			
247-000-202-000	ACCOUNTS PAYABLE	0.00	0.00
247-000-214-101	DUE TO GENERAL FUND	0.00	0.00
247-000-214-245	DUE TO CDBG	0.00	0.00
247-000-216-000	DUE TO COUNTY	0.00	0.00
Total Liabilities		0.00	0.00
*** Fund Balance ***			
247-000-390-000	BAL AT BEG OF PERIOD	0.00	0.00
Total Fund Balance		0.00	0.00
Beginning Fund Balance			0.00
Net of Revenues VS Expenditures			0.00
Ending Fund Balance			0.00
Total Liabilities And Fund Balance			0.00

Fund 249 BUILDING INSPECTION FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
249-000-001-000	CASH-CHECKING-SWEEP	159,264.13	169,629.82
249-000-003-000	INVESTMENTS	0.00	0.00
249-000-035-000	ACCOUNTS RECEIVABLE	0.00	0.00
249-000-067-101	DUE FROM GENERAL FUND	0.00	0.00
249-371-035-000	ACCOUNTS RECEIVABLE	0.00	0.00
Total Assets		159,264.13	169,629.82
*** Liabilities ***			
249-000-202-000	ACCOUNTS PAYABLE	3,682.00	10,915.65
249-000-214-000	DUE TO GENERAL FUND (AUDITORS)	0.00	0.00
249-000-214-002	DUE TO GENERAL FUND (AUDITORS)	0.00	0.00
249-000-214-101	DUE TO/FROM GENERAL FUND	0.00	0.00
249-000-228-000	FICA/ STATE W/H	0.00	0.00
249-000-229-000	FEDERAL GOVERNMENT	0.00	0.00
249-000-231-000	VOLUNTARY RETIREMENT CONTRIBUT	0.00	0.00
249-000-233-000	DEFERRED COMP/PEBSCO	0.00	0.00
Total Liabilities		3,682.00	10,915.65
*** Fund Balance ***			
249-000-390-000	FUND BALANCE	155,582.13	155,582.13
Total Fund Balance		155,582.13	155,582.13
Beginning Fund Balance			155,582.13
Net of Revenues VS Expenditures			3,132.04
Ending Fund Balance			158,714.17
Total Liabilities And Fund Balance			169,629.82

Fund 255 P E G FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
255-000-001-000	CASH-CHECKING	226,518.57	251,700.96
255-000-003-000	INVESTMENTS	65,105.56	65,105.56
255-000-019-000	A/R CABLE COMMISSIONS	0.00	0.00
255-000-035-000	ACCOUNTS RECEIVABLE	0.00	0.00
Total Assets		291,624.13	316,806.52
*** Liabilities ***			
255-000-202-000	ACCOUNTS PAYABLE	0.00	0.00
255-000-214-101	DUETO/FROM GENERAL FUND	0.00	0.00
255-000-228-000	FICA/ STATE W/H	0.00	0.00
255-000-229-000	FEDERAL WITHHOLDING	0.00	0.00
255-000-230-000	AFLAC DEDUCTIONS	0.00	0.00
255-000-231-000	VOLUNTARY RETIREMENT CONTRIBUT	0.00	0.00
255-000-232-000	DEFERRED COMP-AETNA	0.00	0.00
255-000-233-000	DEFERRED COMP-PEBSO	0.00	0.00
Total Liabilities		0.00	0.00
*** Fund Balance ***			
255-000-390-000	FUND BALANCE	291,624.13	291,624.13
Total Fund Balance		291,624.13	291,624.13
Beginning Fund Balance			291,624.13
Net of Revenues VS Expenditures			25,182.39
Ending Fund Balance			316,806.52
Total Liabilities And Fund Balance			316,806.52

Fund 402 INFRASTRUCTURE FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
402-000-001-000	CASH-CHECKING	119,533.67	132,781.08
402-000-003-000	INVESTMENTS	0.00	0.00
402-000-035-000	A/R TELECOM ACT FUNDS	0.00	0.00
402-000-035-001	A/R - REIMBURSEMENTS	0.00	0.00
402-000-067-101	DUE FROM GENERAL FUND	0.00	0.00
Total Assets		119,533.67	132,781.08
*** Liabilities ***			
402-000-202-000	ACCOUNTS PAYABLE	0.00	0.00
402-000-214-000	DUE TO//FROM GENERAL FUND	0.00	0.00
Total Liabilities		0.00	0.00
*** Fund Balance ***			
402-000-390-000	FUND BALANCE	119,533.67	119,533.67
Total Fund Balance		119,533.67	119,533.67
Beginning Fund Balance			119,533.67
Net of Revenues VS Expenditures			13,247.41
Ending Fund Balance			132,781.08
Total Liabilities And Fund Balance			132,781.08

Fund 701 T & A

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
701-000-001-000	CASH-CHECKING	56,302.28	59,832.75
701-000-003-000	INVESTMENTS	0.00	0.00
701-000-035-000	ACCOUNTS RECEIVABLE	0.00	0.00
701-000-067-101	DUE FROM GENERAL FUND	(370.52)	(370.52)
Total Assets		55,931.76	59,462.23
*** Liabilities ***			
701-000-202-000	ACCOUNTS PAYABLE	425.50	425.50
701-000-214-000	DUE TO/FROM GENERAL FUND	(102.82)	(102.82)
701-000-214-703	DUE TO/FROM TAX	0.00	0.00
701-000-214-999	DUE TO OTHER	0.00	0.00
701-000-229-000	FEDERAL GOVERNMENT	0.00	0.00
701-000-230-000	DUE TO OTHER GOVT AGENCIES	17,158.00	20,156.00
701-000-230-001	DOG LICENSE PAYABLE	(2,519.50)	(6,486.50)
701-000-230-002	PARK PASS PAYABLE	(0.50)	(1,692.50)
701-000-283-000	PERF DEPOSITS & MISC ESCROW	40,714.87	46,827.87
701-000-283-001	FOAMRITE DEPOSITS	0.00	0.00
Total Liabilities		55,675.55	59,127.55
*** Fund Balance ***			
701-000-390-000	BALANCE AT BEGINNING OF PERIOD	256.21	256.21
Total Fund Balance		256.21	256.21
Beginning Fund Balance			256.21
Net of Revenues VS Expenditures			78.47
Ending Fund Balance			334.68
Total Liabilities And Fund Balance			59,462.23

Fund 703 TAX FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
703-000-001-000	TAX-CASH CHECKING	4,279.16	86,666.71
703-000-003-000	INVESTMENTS	0.00	0.00
703-000-017-000	TRANSFER FUNDS	0.00	0.00
703-000-026-000	TAXES RECEIVABLE-DELINQ.-REAL	0.00	0.00
703-000-084-101	DUE FROM GENERAL FUND	(4,084.45)	(4,084.45)
Total Assets		194.71	82,582.26
*** Liabilities ***			
703-000-202-000	ACCOUNTS PAYABLE	0.00	0.00
703-000-214-000	TRANSFER TAX PYMNT INTEREST	0.00	0.00
703-000-214-101	GENERAL FUND TAX PAYMENTS	0.00	(2,059.04)
703-000-214-201	APPOMATTOX DR TAX PYMTS	0.00	0.00
703-000-214-203	EVELINE DR TAX PAYMENTS	0.00	0.00
703-000-214-204	BIG TRAIL MAINT TAX PMTS	0.00	(15.16)
703-000-214-205	DUE TO WILLIAMS DR SAD	0.00	0.00
703-000-214-206	FIRE FUND TAX PAYMENTS	0.00	(544.72)
703-000-214-220	OTTIWAY RD	0.00	0.00
703-000-214-664	TRANSFER BANK ACCT INTEREST	0.00	0.00
703-000-214-701	DUE TO/FROM AGENCY	0.00	0.00
703-000-214-704	F/L WEEDS-DUE TO SAD FUND	0.00	(23.63)
703-000-214-705	LAKE BRAEMAR TAX PAYMENTS	0.00	(408.34)
703-000-214-707	TIPSICO LAKE TAX PAYMENTS	0.00	0.00
703-000-214-861	STREET LIGHTING TAX PAYMENTS	0.00	(1.03)
703-000-214-910	MISC OUTSIDE SPECIAL ASSESSMENTS	0.00	0.00
703-000-215-000	TIPSICO LAKE DRAIN PAYMENT	0.00	139.41
703-000-215-001	PATTERSON DRAIN PAYMENTS	0.00	0.00
703-000-215-002	GARNER DRAIN TAX PAYMENTS	0.00	94.19
703-000-220-000	TIPSICO LK IMPROVEMENT PAYMENT	0.00	408.34
703-000-221-000	COUNTY ROAD ASSESSMENTS	0.00	0.00
703-000-222-000	OAKLAND COUNTY TAX PAYMENTS	0.00	11,697.97
703-000-222-010	DOG LICENSES	0.00	0.00
703-000-225-000	HOLLY SCHOOLS TAX PAYMENTS	0.00	29,003.72
703-000-225-010	FENTON SCHOOLS TAX PAYMENTS	0.00	(449.63)
703-000-225-020	OAKLAND INTERMEDIATE TAX PYMT	0.00	7,137.35
703-000-225-030	O.C.C. TAX PAYMENTS	0.00	5,688.34
703-000-225-040	GENESEE INTERMEDIATE TAX PYMT	0.00	0.00
703-000-225-050	M.C.C.TAX PAYMENTS	0.00	7,794.59
703-000-225-055	STATE OF MICHIGAN TAX PAYMENT	0.00	17,529.48
703-000-225-065	HURON CLINTON METRO AUTHORITY	0.00	2,017.33
703-000-225-070	COUNTY PARKS & REC	0.00	3,344.07
703-000-225-071	OAKLAND TRANSIT	0.00	9,260.56
703-000-225-075	ZOO AUTHORITY	0.00	920.65
703-000-225-076	ART INSTITUTE	0.00	1,895.47
703-000-226-000	HOLLY SCHOOLS INTEREST	0.00	0.00
703-000-226-010	FENTON SCHOOLS INTEREST	0.00	0.00
703-000-226-020	OAKLAND INTERMEDIATE INTEREST	0.00	0.00
703-000-226-030	OCC INTEREST	0.00	0.00
703-000-226-040	GENESEE INTERMEDIATE INTEREST	0.00	0.00
703-000-226-050	M.C.C. INTEREST	0.00	0.00
703-000-226-055	STATE OF MICHIGAN INTEREST	0.00	0.00
703-000-226-060	OAKLAND COUNTY TAX INTEREST	0.00	0.00
703-000-226-065	OC OIS INTEREST	0.00	0.00
703-000-230-000	DUE TO OTHERS	0.00	2,850.99
703-000-275-000	TAX OVERPAYMENTS	0.00	(14,670.78)
Total Liabilities		0.00	81,610.13
*** Fund Balance ***			
703-000-390-000	BAL. AT BEG. OF PERIOD	194.71	194.71
Total Fund Balance		194.71	194.71
Beginning Fund Balance			194.71

05/01/2024 01:23 PM
User: DEBBIE
DB: Rose Twp

BALANCE SHEET FOR ROSE TOWNSHIP
Period Ending 04/30/2024

Fund 703 TAX FUND

GL Number	Description	Current Year Beg. Balance	Balance
	Ending Fund Balance		972.13
	Total Liabilities And Fund Balance		82,582.26

Fund 704 FISH LAKE WEED CONTROL

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
704-000-001-000	F/L WEED CONTROL-CASH/CHECKING	4,441.19	21,127.63
704-000-003-000	INVESTMENTS	5,091.49	5,256.89
704-000-026-000	TAXES RECEIVABLE	0.00	0.00
704-000-067-703	DUE FROM TAX FUND	0.00	0.00
Total Assets		9,532.68	26,384.52
*** Liabilities ***			
704-000-202-000	ACCOUNTS PAYABLE	0.00	0.00
704-000-214-000	DUE TO/FROM GENERAL FUND	0.00	0.00
704-000-214-205	DUE TO/FROM WILLIAMS DR SAD	0.00	0.00
Total Liabilities		0.00	0.00
*** Fund Balance ***			
704-000-390-000	FUND BALANCE	9,532.68	9,532.68
Total Fund Balance		9,532.68	9,532.68
Beginning Fund Balance			9,532.68
Net of Revenues VS Expenditures			16,851.84
Ending Fund Balance			26,384.52
Total Liabilities And Fund Balance			26,384.52

Fund 705 LAKE BRAEMAR SAD FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
705-000-001-000	LK BRAEMAR-CASH/CHECKING	15,372.83	34,661.73
705-000-003-000	INVESTMENTS	25,457.26	26,284.33
705-000-026-000	TAXES RECEIVABLE	0.00	0.00
705-000-067-703	DUE FROM TAX FUND	0.00	0.00
Total Assets		40,830.09	60,946.06
*** Liabilities ***			
705-000-202-000	ACCOUNTS PAYABLE	0.00	0.00
705-000-214-000	DUE TO/FROM GENERAL FUND	0.00	0.00
Total Liabilities		0.00	0.00
*** Fund Balance ***			
705-000-390-000	FUND BALANCE	40,830.09	40,830.09
Total Fund Balance		40,830.09	40,830.09
Beginning Fund Balance			40,830.09
Net of Revenues VS Expenditures			20,115.97
Ending Fund Balance			60,946.06
Total Liabilities And Fund Balance			60,946.06

Fund 707 TIPSICO LAKE FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
707-000-001-000	TIPSICO LAKE/CASH-CHECKING	48,398.09	104,798.95
707-000-003-000	INVESTMENTS	127,287.50	131,423.01
707-000-026-000	TAXES RECEIVABLE	0.00	0.00
707-000-067-703	DUE FROM TAX FUND	0.00	0.00
Total Assets		175,685.59	236,221.96
*** Liabilities ***			
707-000-202-000	ACCOUNTS PAYABLE	0.00	0.00
707-000-214-000	DUE TO/FROM GENERAL FUND	0.00	0.00
Total Liabilities		0.00	0.00
*** Fund Balance ***			
707-000-390-000	TIPSICO LAKE FUND BALANCE	175,685.59	175,685.59
Total Fund Balance		175,685.59	175,685.59
Beginning Fund Balance			175,685.59
Net of Revenues VS Expenditures			60,536.37
Ending Fund Balance			236,221.96
Total Liabilities And Fund Balance			236,221.96

Fund 861 HOLLY SHORES LIGHTS

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
861-000-001-000	HOLLY SHORES STREET LIGHTS CASH ACCOUNT	3,712.18	3,326.68
861-000-003-000	INVESTMENTS	5,091.49	5,256.99
861-000-017-000	TRANSFER FUNDS	0.00	0.00
861-000-026-000	TAXES RECEIVABLE-DELINQ.-REAL	0.00	0.00
861-000-067-703	DUE FROM TAX FUND	0.00	0.00
Total Assets		8,803.67	8,583.67
*** Liabilities ***			
861-000-202-000	ACCOUNTS PAYABLE	88.85	88.85
861-000-214-000	DUE TO/FROM GENERAL FUND	0.00	0.00
861-000-214-090	TAX COLLECTION FUND	0.00	0.00
Total Liabilities		88.85	88.85
*** Fund Balance ***			
861-000-390-000	BAL. AT BEG. OF PERIOD	8,714.82	8,714.82
Total Fund Balance		8,714.82	8,714.82
Beginning Fund Balance			8,714.82
Net of Revenues VS Expenditures			(220.00)
Ending Fund Balance			8,494.82
Total Liabilities And Fund Balance			8,583.67

Fund 865 INVESTMENTS

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
865-000-001-000	CASH-CHECKING-SWEEP	0.00	0.00
865-000-003-000	INVESTMENTS	93,873.05	93,873.05
Total Assets		93,873.05	93,873.05
*** Fund Balance ***			
865-000-390-000	FUND BALANCE	93,873.05	93,873.05
Total Fund Balance		93,873.05	93,873.05
Beginning Fund Balance			93,873.05
Net of Revenues VS Expenditures			0.00
Ending Fund Balance			93,873.05
Total Liabilities And Fund Balance			93,873.05

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN GENERAL POOLED ACCOUNT (COMMON)						
04/17/2024	GEN	24294	BEAUCHAMP	BEAUCHAMP WATER TREATMENT SOLUTIONS	BEAUCHAMP WATER TREATMENT SOLUTIONS/101	3,700.00
04/17/2024	GEN	24295	BLUE CROSS	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE BCBS	3,112.01
04/17/2024	GEN	24296	CLARKE	CLARKE MOSQUITO CONTRL PRODUCTS INC	CLARKE MOSQUITO CONTROL PRODUCTS/101-4	376.20
04/17/2024	GEN	24297	CLARKE	CLARKE MOSQUITO CONTRL PRODUCTS INC	CLARKE MOSQUITO CONTROL PRODUCTS/101-46	376.20
04/17/2024	GEN	24298	PITNEYBOWE	PITNEY BOWES GLOBAL FINANCIAL SERV	POSTAGE MACHINE/101-289-726-000	660.38
04/17/2024	GEN	24299	PSI	PRINTING SYSTEMS, INC.	AV OUTER ENVELOPES/101-191-726-000	1,022.54
04/17/2024	GEN	24300	PSI	PRINTING SYSTEMS, INC.	SECRECY ENVELOPES/101-191-726-000	1,116.63
04/17/2024	GEN	24301	RICOH	RICOH USA INC	COPIER LEASE /101-289-858-000	221.33
04/17/2024	GEN	24302	UNUM	FIRST UNUM LIFE INSURANCE COMPANY	TOWNSHIP INSURANCE/101-215-704-000/101-	323.96
04/17/2024	GEN	24303	OAKCTYECON	OAKLAND COUNTY ECONOMIC DEVELOPMENT	(MAP) PLANNING & ZONING WORKSHOP CLASS	40.00
04/22/2024	GEN	24304	A. GUILLEN	ANGIE GUILLEN	APRIL MILEAGE/101-215-860-000	257.95
04/22/2024	GEN	24305	BEAR	BEAR PACKAGING AND SUPPLY	CLEAN UP DAY TRASH BAGS/101-463-525-000	410.00
04/22/2024	GEN	24306	DTEL	DTE ENERGY	DTE/101-265-920-000	487.24
04/22/2024	GEN	24307	DTEL	DTE ENERGY	DTE/101-265-920-000	60.30
04/22/2024	GEN	24308	MILLER	DEBBIE MILLER	APRIL MILEAGE/101-215-860-000/101-191-8	226.46
04/22/2024	GEN	24309	SHRED EXPR	SHRED EXPERTS LLC	JANUARY SHREDDING/101-463-523-000	70.00
04/30/2024	GEN	24310	ALLIED	REPUBLIC SERVICES	ROSE CTR & OFFICES/209-000-930-000/101-	191.55
04/30/2024	GEN	24311	COMCAST OF	COMCAST	COMCAST BUSINESS/101-289-850-000	179.36
04/30/2024	GEN	24312	CONSENRGY	CONSUMERS ENERGY	HICKORY RIDGE PUMP/101-265-920-000	36.45
04/30/2024	GEN	24313	CONSENRGY	CONSUMERS ENERGY	CONSUMERS ENERGY/101-265-920-000	138.93
04/30/2024	GEN	24314	DPLEWES	DAVID PLEWES	MARCH & APRIL MILEAGE	290.10
04/30/2024	GEN	24315	DWEAVER	DOUG WEAVER	4.2024 INSPECTOR PAY/249-371-802-000	1,315.60
04/30/2024	GEN	24316	OCCA	OAKLAND COUNTY CLERKS ASSOCIATION	2024 MEMBERSHIP DUES/101-289-830-000	70.00
04/30/2024	GEN	24317	SHRED EXPR	SHRED EXPERTS LLC	TOWNSHIP SHREDDING/101-463-523-000	236.00
04/30/2024	GEN	24318	STAPLES BU	STAPLES BUSINESS CREDIT	STAPLES/101-289-726-000	135.88
04/30/2024	GEN	24319	STAPLES BU	STAPLES BUSINESS CREDIT	STAPLES SUPPLIES ORDER/101-289-726-000	1,534.73
04/30/2024	GEN	24320	VERIZON	VERIZON WIRELESS	VERIZON BILL/101-289-850-000	153.44
04/30/2024	GEN	24321	WELSH	KRISTINA WELSH	4.2024 INSPECTOR PAY/249-371-803-000	1,381.20

GEN TOTALS:

Total of 28 Checks:

18,124.44

Less 0 Void Checks:

0.00

Total of 28 Disbursements:

18,124.44

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank SAD SPECIAL ASSESSMENT CHECKING						
04/17/2024	SAD	3053	SOLITUDE	SOLITUDE LAKE MANAGEMENT LLC	TIPSICO LAKE PERMIT FEE 2024	1,920.00
04/22/2024	SAD	3054	TRADEMARK	TRADEMARK OUTDOOR SERVICES	BIG TRAIL SUBDIVISION/204-000-930-000	250.00
04/30/2024	SAD	3055	AUTOOWNERS	AUTO-OWNERS INSURANCE	AUTO OWNERS ACCT 006090596/704-000-930	153.00
04/30/2024	SAD	3056	BIGBARNEYS	BIG BARNEY'S	SUMMER APPLICATION EVELINE ROAD/203-000	750.00
04/30/2024	SAD	3057	D VISNER	DAVE VISNER	SNOW FLOW & GRADE 2023/2024/201-000-930	1,975.00
04/30/2024	SAD	3058	PROSE	GREG PROSE	GRADE EVELINE LANE/203-000-930-000	800.00
SAD TOTALS:						
Total of 6 Checks:						5,848.00
Less 0 Void Checks:						0.00
Total of 6 Disbursements:						5,848.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank TAX TAX CHECKING						
04/18/2024	TAX	8438	GIS	GENESEE INTERMEDIAGE SCHOOLS	GENESEE INTERMEDIATE TAX PYMT-ALLOCATED GENESEE INTERMEDIATE TAX PYMT - VOTED	484.46 <u>10,741.21</u> 11,225.67
04/18/2024	TAX	8439	FENTONSCH	FENTON SCHOOLS	FENTON SCHOOLS TAX PAYMENTS	22,292.94
04/18/2024	TAX	8440	OAKCTYTREA	OAKLAND COUNTY TREASURER	FIRE FUND TAX PAYMENTS - FIRE/EMERGENCY	33,838.74
04/18/2024	TAX	8441	ROSETWPGF	ROSE TOWNSHIP GENERAL FUND	GENERAL FUND TAX PAYMENTS	12,116.38
04/18/2024	TAX	8442	ROSETWPSAD	ROSE TOWNSHIP SAD	LAKE BRAEMAR TAX PAYMENTS	4,368.17
					TIPSICO LK IMPROVEMENT PAYMENT	1,734.17
					F/L WEEDS-DUE TO SAD FUND	517.93
					HOLLY SHORES -STREET LIGHTING TAX PYMTS	10.00
					OTTIWAY RD	500.00
					BIG TRL RD MAINT-FISH LAKE MAINT TX PYM	16.51
					WILLIAMS DR SAD	190.00
						<u>7,336.78</u>
04/18/2024	TAX	8443	GIS	GENESEE INTERMEDIAGE SCHOOLS	GENESEE INTERMEDIATE TAX PYMT-ALLOCATED GENESEE INTERMEDIATE TAX PYMT - VOTED	4.16 <u>92.28</u> 96.44
04/18/2024	TAX	8444	FENTONSCH	FENTON SCHOOLS	FENTON SCHOOLS TAX PAYMENTS	153.22
04/18/2024	TAX	8445	ROSETWPGF	ROSE TOWNSHIP GENERAL FUND	GENERAL FUND TAX PAYMENTS	25.03
04/18/2024	TAX	8446	OAKCTYTREA	OAKLAND COUNTY TREASURER	FIRE FUND TAX PAYMENTS - FIRE/EMERGENCY	91.35
TAX TOTALS:						
Total of 9 Checks:						87,176.55
Less 0 Void Checks:						0.00
Total of 9 Disbursements:						<u>87,176.55</u>

Payroll ID: 356
Pay Period End Date: 04/15/2024 Check Post Date: 04/15/2024 Bank ID: GEN

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

Department: 010

Employee: DIOR M DUBAY-RUSHTON Employee Id: DUBAY-RUSHTON Check Number: 15124 Check Date: 04/15/2024

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
SALARY	64.00	0.00	1,843.33	12,903.31	FITW	107.80	754.60
					SITW	73.89	517.23
					SOCSEC_EE	107.79	754.54
					SOCSEC_ER	107.79	754.54
					MEDICARE_EE	25.21	176.47
					MEDICARE_ER	25.21	176.47
					BC/BS OF MI	104.75	733.25
					PENSION	184.33	1,290.31

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
1,843.33	0.00	419.44	1,423.89	12,903.31	0.00	317.33

Employee: PAUL J GAMBKA

Employee Id: GAMBKA Check Number: 15125 Check Date: 04/15/2024

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
SALARY	0.00	0.00	2,882.29	20,176.03	FITW	389.48	2,726.36
IN LIEU HEALTH	0.00	0.00	175.00	1,225.00	SITW	125.68	879.76
					SOCSEC_EE	189.55	1,326.86
					SOCSEC_ER	189.55	1,326.86
					MEDICARE_EE	44.33	310.31
					MEDICARE_ER	44.33	310.31
					PENSION	288.23	2,017.61
					VOYA	100.00	700.00

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
3,057.29	0.00	849.04	2,208.25	21,401.03	0.00	522.11

Employee: ANGELIA M GUILLEN

Employee Id: GUILLEN Check Number: 15126 Check Date: 04/15/2024

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
SALARY	0.00	0.00	1,701.54	11,910.78	FITW	209.76	1,435.32
MEETINGS	1.00	0.00	150.00	900.00	SITW	65.39	451.37
IN LIEU HEALTH	0.00	0.00	0.00	0.00	SOCSEC_EE	108.75	751.96
					SOCSEC_ER	108.75	751.96
					MEDICARE_EE	25.43	175.86
					MEDICARE_ER	25.43	175.86
					PENSION	185.15	1,281.05

* = Check Adjustment

Payroll ID: 356
Pay Period End Date: 04/15/2024 Check Post Date: 04/15/2024 Bank ID: GEN

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

Department: 010

Employee: ANGELA M GUILLEN Employee Id: GUILLEN Check Number: 15126 Check Date: 04/15/2024

BC/BS OF MI 89.67 627.69
DENTAL/VISION 7.82 54.74

Gross Pay This Period 1,851.54 Deduction Refund 0.00 Ded. This Period 506.82 Net Pay This Period 1,344.72 Gross Pay YTD 12,810.78 Dir. Dep. Expense This Period 0.00 319.33

Employee: CAITLIN E HOLDORF Employee Id: HOLDORF Check Number: 15127 Check Date: 04/15/2024
Pay Code Id HOURLY Hours 26.00 OT Hours 0.00 Cur. Amnt. 650.00 YTD Amnt.* 3,912.50 Ded/Exp Id SITW 27.63 Cur. Amnt. 27.63 YTD Amnt.* 166.30
SOCSEC_EE 40.30 Cur. Amnt. 40.30 YTD Amnt.* 242.58
SOCSEC_ER 40.30 Cur. Amnt. 40.30 YTD Amnt.* 242.58
MEDICARE_EE 9.42 Cur. Amnt. 9.42 YTD Amnt.* 56.73
MEDICARE_ER 9.42 Cur. Amnt. 9.42 YTD Amnt.* 56.73

Gross Pay This Period 650.00 Deduction Refund 0.00 Ded. This Period 77.35 Net Pay This Period 572.65 Gross Pay YTD 3,912.50 Dir. Dep. Expense This Period 0.00 49.72

Employee: DEBRA MILLER Employee Id: MILLD001 Check Number: 15129 Check Date: 04/15/2024
Pay Code Id SALARY Hours 0.00 OT Hours 0.00 Cur. Amnt. 2,882.29 YTD Amnt.* 20,176.03 Ded/Exp Id FITW 244.54 Cur. Amnt. 244.54 YTD Amnt.* 1,711.78
IN LIEU HEALTH 0.00 0.00 175.00 SITW 120.02 Cur. Amnt. 120.02 YTD Amnt.* 840.14
SOCSEC_EE 189.55 Cur. Amnt. 189.55 YTD Amnt.* 1,326.86
SOCSEC_ER 189.55 Cur. Amnt. 189.55 YTD Amnt.* 1,326.86
MEDICARE_EE 44.33 Cur. Amnt. 44.33 YTD Amnt.* 310.31
MEDICARE_ER 44.33 Cur. Amnt. 44.33 YTD Amnt.* 310.31
PENSION 288.23 Cur. Amnt. 288.23 YTD Amnt.* 2,017.61

Gross Pay This Period 3,057.29 Deduction Refund 0.00 Ded. This Period 598.44 Net Pay This Period 2,458.85 Gross Pay YTD 21,401.03 Dir. Dep. Expense This Period 0.00 522.11

Employee: DAVID PLEWES Employee Id: PLEWD001 Check Number: 15130 Check Date: 04/15/2024

* = Check Adjustment

Payroll ID: 356
Pay Period End Date: 04/15/2024 Check Post Date: 04/15/2024 Bank ID: GEN

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

Department: 010

Employee: DAVID PLEWES Employee Id: FLEWD001 Check Number: 15130 Check Date: 04/15/2024

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
ZONING ADMINIST	0.00	0.00	746.13	5,222.91	FITW	594.14	4,158.98
ZONING ENFORMNT	0.00	0.00	637.75	4,464.25	SITW	115.62	809.34
FACILITIES MANA	0.00	0.00	690.92	4,836.44	SOCSEC_EE	139.48	976.41
IN LIEU HEALTH	0.00	0.00	175.00	1,225.00	SOCSEC_ER	139.48	976.41
					MEDICARE_EE	32.62	228.35
					MEDICARE_ER	32.62	228.35
					PENSION	207.48	1,452.36
					PENSION EE	50.00	350.00

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
2,249.80	0.00	931.86	1,317.94	15,748.60	0.00	379.58

Employee: DIANNE SCHELIB-SNIDER Employee Id: SNIDE001 Check Number: 15131 Check Date: 04/15/2024

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
SALARY	0.00	0.00	2,882.29	20,176.03	FITW	346.09	2,422.63
					SITW	107.39	751.73
					SOCSEC_EE	171.12	1,197.87
					SOCSEC_ER	171.12	1,197.87
					MEDICARE_EE	40.02	280.15
					MEDICARE_ER	40.02	280.15
					PENSION	288.23	2,017.61
					BC/BS OF MI	114.40	800.80
					DENTAL/VISION	7.82	54.74

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
2,882.29	0.00	786.84	2,095.45	20,176.03	0.00	499.37

Totals for Department: 010

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
FACILITIES MANA	0.00	0.00	690.92	4,836.44	BC/BS OF MI	308.82	2,161.74
HOURLY	26.00	0.00	650.00	3,912.50	DENTAL/VISION	15.64	109.48
IN LIEU HEALTH	0.00	0.00	525.00	3,675.00	FITW	1,891.81	13,209.67
MEETINGS	1.00	0.00	150.00	900.00	MEDICARE_EE	221.36	1,538.18

* = Check Adjustment

Payroll ID: 356
Pay Period End Date: 04/15/2024 Check Post Date: 04/15/2024 Bank ID: GEN

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

Department:	010										
SALARY	64.00	0.00	12,191.74	85,342.18	MEDICARE_ER	221.36	1,538.18				
ZONING ADMINIST	0.00	0.00	746.13	5,222.91	PENSION	1,441.65	10,076.55				
ZONING ENFORMNT	0.00	0.00	637.75	4,464.25	PENSION EE	50.00	350.00				
					SITW	635.62	4,415.87				
					SOCSEC_EE	946.54	6,577.08				
					SOCSEC_ER	946.54	6,577.08				
					VOYA	100.00	700.00				

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
15,591.54	0.00	4,169.79	11,421.75	108,353.28	0.00	2,609.55

Payroll ID: 356
Pay Period End Date: 04/15/2024 Check Post Date: 04/15/2024 Bank ID: GEN

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

Department: 020

Employee: AGNES C MIESCH

Check Date: 04/15/2024

Check Number: 15128

Employee Id: MIESCH

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
TRUSTEE	0.00	0.00	700.00	2,800.00	SITW	29.75	119.00
					SOCSEC_EE	43.40	173.60
					SOCSEC_ER	43.40	173.60
					MEDICARE_EE	10.15	40.60
					MEDICARE_ER	10.15	40.60
					PENSION	70.00	280.00
					PENSION EE	70.00	280.00

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
700.00	0.00	153.30	546.70	2,800.00	0.00	123.55

Employee: PATRICIA WALLS

Check Date: 04/15/2024

Check Number: 15132

Employee Id: WALLS

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
TRUSTEE	0.00	0.00	700.00	2,800.00	SITW	29.75	119.00
					SOCSEC_EE	43.40	173.60
					SOCSEC_ER	43.40	173.60
					MEDICARE_EE	10.15	40.60
					MEDICARE_ER	10.15	40.60
					PENSION	70.00	280.00

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
700.00	0.00	83.30	616.70	2,800.00	0.00	123.55

Totals for Department: 020

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
TRUSTEE	0.00	0.00	1,400.00	5,600.00	MEDICARE_EE	20.30	81.20
					MEDICARE_ER	20.30	81.20
					PENSION	140.00	560.00
					PENSION EE	70.00	280.00
					SITW	59.50	238.00
					SOCSEC_EE	86.80	347.20
					SOCSEC_ER	86.80	347.20

* = Check Adjustment

Payroll ID: 356
 Pay Period End Date: 04/15/2024 Check Post Date: 04/15/2024 Bank ID: GEN

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

Department: 020

Gross Pay This Period	1,400.00	Ded. This Period	236.60	Net Pay This Period	1,163.40	Gross Pay YTD	5,600.00	Dir. Dep.	0.00	Expense This Period	247.10
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Grand Totals for Payroll:

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
FACILITIES MANA	0.00	0.00	690.92	4,836.44	BC/BS OF MI	308.82	2,161.74
HOURLY	26.00	0.00	650.00	3,912.50	DENTAL/VISION	15.64	109.48
IN LIEU HEALTH	0.00	0.00	525.00	3,675.00	FITW	1,891.81	13,209.67
MEETINGS	1.00	0.00	150.00	900.00	MEDICARE_EE	241.66	1,619.38
SALARY	64.00	0.00	12,191.74	85,342.18	MEDICARE_ER	241.66	1,619.38
TRUSTEE	0.00	0.00	1,400.00	5,600.00	PENSION	1,581.65	10,636.55
ZONING ADMINIST	0.00	0.00	746.13	5,222.91	PENSION EE	120.00	630.00
ZONING ENFORMNT	0.00	0.00	637.75	4,464.25	SITW	695.12	4,653.87
					SOCSEC_EE	1,033.34	6,924.28
					SOCSEC_ER	1,033.34	6,924.28
					VOYA	100.00	700.00

Gross Pay This Period	16,991.54	Deduction Refund	0.00	Net Pay This Period	12,585.15	Gross Pay YTD	113,953.28	Dir. Dep.	0.00	Expense This Period	2,856.65
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* = Check Adjustment

Pay Period End Date: 04/30/2024 Check Post Date: 04/30/2024 Bank ID: GEN
Payroll ID: 357
* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

Department: 010

Employee: DIOR M DUBAY-RUSHTON	Employee Id: DUBAY-RUSHTON	Check Number: 15133	Check Date: 04/30/2024
Pay Code Id	Hours	OT Hours	Cur. Amnt.
SALARY	64.00	0.00	1,843.33
			YTD Amnt.*
			14,746.64
			Ded/Exp Id
			FITW
			SITW
			SOCSEC_EE
			SOCSEC_ER
			MEDICARE_EE
			MEDICARE_ER
			BC/BS OF MI
			PENSION
			Cur. Amnt.
			107.80
			73.89
			107.80
			107.80
			25.21
			25.21
			104.75
			184.33
			YTD Amnt.*
			862.40
			591.12
			862.34
			862.34
			201.68
			201.68
			838.00
			1,474.64

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
1,843.33	0.00	419.45	1,423.88	14,746.64	0.00	317.34

Employee: PAUL J GAMBKA	Employee Id: GAMBKA	Check Number: 15134	Check Date: 04/30/2024
Pay Code Id	Hours	OT Hours	Cur. Amnt.
SALARY	0.00	0.00	2,882.29
IN LIEU HEALTH	0.00	0.00	175.00
			YTD Amnt.*
			23,058.32
			1,400.00
			SOCSEC_EE
			SOCSEC_ER
			MEDICARE_EE
			MEDICARE_ER
			PENSION
			VOYA
			Cur. Amnt.
			389.48
			125.68
			189.56
			189.56
			44.34
			44.34
			288.23
			100.00
			YTD Amnt.*
			3,115.84
			1,005.44
			1,516.42
			1,516.42
			354.65
			354.65
			2,305.84
			800.00

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
3,057.29	0.00	849.06	2,208.23	24,458.32	0.00	522.13

Employee: ANGELA M GUILLEN	Employee Id: GUILLEN	Check Number: 15135	Check Date: 04/30/2024
Pay Code Id	Hours	OT Hours	Cur. Amnt.
SALARY	0.00	0.00	1,701.54
MEETINGS	1.00	0.00	150.00
IN LIEU HEALTH	0.00	0.00	0.00
			YTD Amnt.*
			13,612.32
			1,050.00
			0.00
			SOCSEC_EE
			SOCSEC_ER
			MEDICARE_EE
			MEDICARE_ER
			PENSION
			Cur. Amnt.
			209.76
			65.39
			108.75
			108.75
			25.43
			25.43
			185.15
			YTD Amnt.*
			1,645.08
			516.76
			860.71
			860.71
			201.29
			201.29
			1,466.20

* = Check Adjustment

Payroll ID: 357
Pay Period End Date: 04/30/2024 Check Post Date: 04/30/2024 Bank ID: GEN

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

Department: 010

Employee: ANGELA M GUILLEN

Employee Id: GUILLEN

Check Number: 15135

Check Date: 04/30/2024

BC/BS OF MI 717.36
DENTAL/VISION 62.56

Gross Pay This Period 1,851.54
Deduction Refund 0.00
Ded. This Period 506.82
Net Pay This Period 1,344.72
Gross Pay YTD 14,662.32
Dir. Dep. 0.00
Expense This Period 319.33

Employee: CAITLIN E HOLDORF

Employee Id: HOLDORF

Check Number: 15136

Check Date: 04/30/2024

Pay Code Id HOURLY
Hours 13.00
OT Hours 0.00
Cur. Amnt. 325.00
YTD Amnt.* 4,237.50
Ded/Exp Id SITW 13.81
SOCSEC_EE 20.15
SOCSEC_ER 20.15
MEDICARE_EE 4.71
MEDICARE_ER 4.71
YTD Amnt.* 180.11
262.73
262.73
61.44
61.44

Gross Pay This Period 325.00
Deduction Refund 0.00
Ded. This Period 38.67
Net Pay This Period 286.33
Gross Pay YTD 4,237.50
Dir. Dep. 0.00
Expense This Period 24.86

Employee: DEBRA MILLER

Employee Id: MILLD001

Check Number: 15137

Check Date: 04/30/2024

Pay Code Id SALARY
Hours 0.00
OT Hours 0.00
Cur. Amnt. 2,882.29
YTD Amnt.* 23,058.32
Ded/Exp Id FITW 244.54
SITW 120.02
SOCSEC_EE 189.56
SOCSEC_ER 189.56
MEDICARE_EE 44.34
MEDICARE_ER 44.34
PENSION 288.23
YTD Amnt.* 1,956.32
960.16
1,516.42
1,516.42
354.65
354.65
2,305.84

Gross Pay This Period 3,057.29
Deduction Refund 0.00
Ded. This Period 598.46
Net Pay This Period 2,458.83
Gross Pay YTD 24,458.32
Dir. Dep. 0.00
Expense This Period 522.13

Employee: DAVID PLEWES

Employee Id: PLEWD001

Check Number: 15138

Check Date: 04/30/2024

* = Check Adjustment

Payroll ID: 357
Pay Period End Date: 04/30/2024 Check Post Date: 04/30/2024 Bank ID: GEN

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

Department: 010

Employee: DAVID PLEWES Employee Id: PLEWD001 Check Number: 15138 Check Date: 04/30/2024

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
ZONING ADMINIST	0.00	0.00	746.13	5,969.04	FITW	594.14	4,753.12
ZONING ENFORMNT	0.00	0.00	637.75	5,102.00	SITW	115.62	924.96
FACILITIES MANA	0.00	0.00	690.92	5,527.36	SOCSEC_EE	139.49	1,115.90
IN LIEU HEALTH	0.00	0.00	175.00	1,400.00	SOCSEC_ER	139.49	1,115.90
					MEDICARE_EE	32.63	260.98
					MEDICARE_ER	32.63	260.98
					PENSION	207.48	1,659.84
					PENSION_EE	50.00	400.00

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
2,249.80	0.00	931.88	1,317.92	17,998.40	0.00	379.60

Employee: DIANNE SCHEIB-SNIDER	Employee Id: SNIDE001	Check Number: 15139	Check Date: 04/30/2024				
Pay Code Id	Hours	OT Hours	Cur. Amnt. <td>YTD Amnt.* <td>Ded/Exp Id</td> <td>Cur. Amnt. <td>YTD Amnt.*</td> </td></td>	YTD Amnt.* <td>Ded/Exp Id</td> <td>Cur. Amnt. <td>YTD Amnt.*</td> </td>	Ded/Exp Id	Cur. Amnt. <td>YTD Amnt.*</td>	YTD Amnt.*
SALARY	0.00	0.00	2,882.29	23,058.32	FITW	346.09	2,768.72
					SITW	107.39	859.12
					SOCSEC_EE	171.12	1,368.99
					SOCSEC_ER	171.12	1,368.99
					MEDICARE_EE	40.02	320.17
					MEDICARE_ER	40.02	320.17
					PENSION	288.23	2,305.84
					BC/BS OF MI	114.40	915.20
					DENTAL/VISION	7.82	62.56

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
2,882.29	0.00	786.84	2,095.45	23,058.32	0.00	499.37

Totals for Department: 010

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
FACILITIES MANA	0.00	0.00	690.92	5,527.36	BC/BS OF MI	308.82	2,470.56
HOURLY	13.00	0.00	325.00	4,237.50	DENTAL/VISION	15.64	125.12
IN LIEU HEALTH	0.00	0.00	525.00	4,200.00	FITW	1,891.81	15,101.48
MEETINGS	1.00	0.00	150.00	1,050.00	MEDICARE_EE	216.68	1,754.86

* = Check Adjustment

Payroll ID: 357
 Pay Period End Date: 04/30/2024 Check Post Date: 04/30/2024 Bank ID: GEN

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

Department: 010	-----									
SALARY	64.00	0.00	12,191.74	97,533.92	MEDICARE_ER	216.68	1,754.86			
ZONING ADMINIST	0.00	0.00	746.13	5,969.04	PENSION	1,441.65	11,518.20			
ZONING ENFORMNT	0.00	0.00	637.75	5,102.00	PENSION_EE	50.00	400.00			
					SITW	621.80	5,037.67			
					SOCSEC_EE	926.43	7,503.51			
					SOCSEC_ER	926.43	7,503.51			
					VOYA	100.00	800.00			

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
15,266.54	0.00	4,131.18	11,135.36	123,619.82	0.00	2,584.76

Grand Totals for Payroll:

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
FACILITIES MANA	0.00	0.00	690.92	5,527.36	BC/BS OF MI	308.82	2,470.56
HOURLY	13.00	0.00	325.00	4,237.50	DENTAL/VISION	15.64	125.12
IN LIEU HEALTH	0.00	0.00	525.00	4,200.00	FITW	1,891.81	15,101.48
MEETINGS	1.00	0.00	150.00	1,050.00	MEDICARE_EE	216.68	1,754.86
SALARY	64.00	0.00	12,191.74	97,533.92	MEDICARE_ER	216.68	1,754.86
ZONING ADMINIST	0.00	0.00	746.13	5,969.04	PENSION	1,441.65	11,518.20
ZONING ENFORMNT	0.00	0.00	637.75	5,102.00	PENSION_EE	50.00	400.00
					SITW	621.80	5,037.67
					SOCSEC_EE	926.43	7,503.51
					SOCSEC_ER	926.43	7,503.51
					VOYA	100.00	800.00

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
15,266.54	0.00	4,131.18	11,135.36	123,619.82	0.00	2,584.76

* = Check Adjustment

ROSE TOWNSHIP TREASURER'S REPORT						
ROSE TOWNSHIP BANK BALANCE						
MONTH OF MARCH 2024						
	BEGINNING	DEPOSITS	DEBITS	INTEREST	ENDING	
GENERAL FUND						
CHECKING (FLAGSTAR)	\$593,942.08	\$127,885.51	\$90,236.44	\$580.82	\$631,591.15	
COMMERCIAL SAVINGS (FLAGSTAR BANK)	\$111,037.21	\$390.30	\$0.00	\$390.30	\$111,427.51	
CHECKING/CENTRAL FUNDS (STATE BANK)	\$3,443.01	\$0.00	\$0.00	\$0.00	\$3,443.01	
TOTAL	\$708,422.30	\$128,275.81	\$90,236.44	\$971.12	\$746,461.67	
TAX FUND						
CHECKING (THE STATE BANK)	\$243,374.42	\$31,571.66	\$100,830.34	\$35.93	\$174,115.74	
TOTAL	\$243,374.42	\$31,571.66	\$100,830.34	\$35.93	\$174,115.74	
TRUST AND AGENCY						
CHECKING (THE STATE BANK)	\$54,777.00	\$2,358.75	\$0.00	\$8.75	\$57,135.75	
TOTAL	\$54,777.00	\$2,358.75	\$0.00	\$8.75	\$57,135.75	
SPECIAL ASSESSMENT						
CHECKING (WATERFORD BANK NA)	\$209,957.89	\$0.00	\$4,819.60	\$0.00	\$205,138.29	
WELLS FARGO CD's ACCOUNT VALUE	\$220,389.35	\$0.00	\$0.00	\$758.20	\$221,147.55	
TOTAL	\$430,347.24	\$0.00	\$4,819.60	\$758.20	\$426,285.84	
INVESTMENT						
MICHIGAN CLASS (POOL)	\$22,281.70	\$0.00	\$0.00	\$102.35	\$22,384.05	
STATE BANK 14 MO CD	\$20,657.97	\$0.00	\$0.00	\$0.00	\$20,657.97	
WELLS FARGO CD's ACCOUNT VALUE	\$1,912,688.89	\$0.00	\$0.00	\$13,588.51	\$1,926,277.40	
TOTAL	\$1,955,628.56	\$0.00	\$0.00	\$13,690.86	\$1,969,319.42	
INVESTMENT						
OAKLAND COUNTY/LGIP 77705 (GENERAL)	\$10,864.62	\$0.00	\$0.00	\$18.68	\$10,883.30	
OAKLAND COUNTY/LGIP 77706 (FIRE FUND)	\$1,177,967.00	\$0.00	\$0.00	\$2,025.35	\$1,179,992.35	
TOTAL	\$1,188,831.62	\$0.00	\$0.00	\$2,044.03	\$1,190,875.65	
<i>Wells Fargo interest posted quarterly</i>						

SUPERVISOR
Dianne Scheib-Snyder
(248) 634-6889

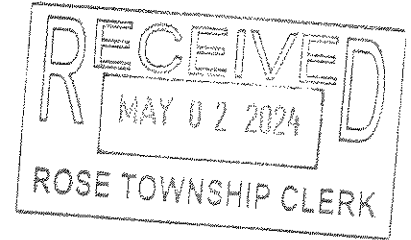
CLERK
Debbie Miller
(248) 634-8701

*Township of Rose
Oakland County
Michigan*

TREASURER
Paul J Gambka
(248) 634-7291

TRUSTEES
Patricia Walls
Agnes Miesch

CDBG REPORT
As of April 30, 2024



2022 Minor Home Repair	\$3,941.89
2019 Public Service (HAYA)	\$2,560.00
2021 Public Service (HAYA)	\$3,500.00
Total funds available	<u>\$10,001.89</u>

MONTHLY CODE ENFORCEMENT BOARD REPORTS

MONTH

Telephone calls/emails received:

Property inspections:

Violation notices issued:

Violation notices open

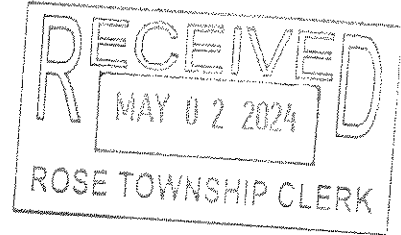
Violation notices resolved:

Notices issued for the following violations:

Dogs:	<input type="text" value="0"/>
Trash & Debris:	<input type="text" value="3"/>
Vehicles:	<input type="text" value="0"/>
Grass:	<input type="text" value="0"/>
Building:	<input type="text" value="0"/>
Other:	<input type="text" value="2"/>

Citizen office visits:

Reporting David S. Plewes



Debbie Miller

From: Dianne Scheib-Snider
Sent: Tuesday, April 30, 2024 12:42 PM
To: Debbie Miller
Cc: Angela Guillen
Subject: SAD

Debbie,

Could you please provide me with a copy of the public notice and publication dates for the Eveline Drive SAD.
Could I also have date and proof of the mailer to the Eveline property owners.

Thank you,

Dianne Scheib-Snider
Rose Township Supervisor
9080 Mason Street
Holly, MI 48442
Phone (248) 634-6889
Fax (248) 634-6888
Dianne@rosetownship.com



Diane

Debbie Miller

From: Debbie Miller
Sent: Wednesday, April 24, 2024 11:26 AM
To: Katie Smith
Cc: Debbie Miller
Subject: SAD Eveline 1st Letter Public Hearing paper 4-27-2024.doc
Attachments: SAD Eveline 1st Letter Public Hearing paper 4-27-2024.doc

Hello Katie,

I hope you are doing well enjoying this lovely spring weather ☺ Would you please publish the notice of public hearing in the paper April 27 and May 1, 2024 and mail me the affidavits. Thank you very much!

*Debbie Miller, MMC, MiPMC II
Rose Township Clerk
9080 Mason Street
Holly, MI 48442
clerk@rosetownship.com
Phone: (248) 634-8701
Fax: (248) 634-6888*

HEART

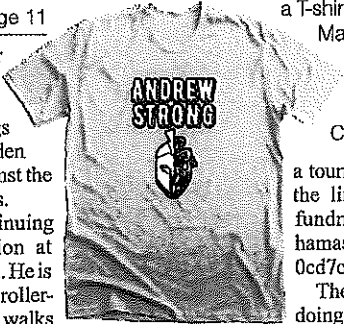
Continued from Page 11

Petry, a player for the Wings. Andrew had a great time cheering the Wings to a victory in sudden death overtime against the Montreal Canadiens.

Andrew is continuing cardiac rehabilitation at Ivy Rehab in Linden. He is throwing a baseball, rollerblading, and taking walks to keep his heart strong.

"We are so pleased with the amazing progress he has made," Reichert said.

A gofundme account "Help send our Heart Hero to the Bahamas" was established three years ago by friends and family of the Reicherts. They hope to raise enough funds so he is able to see his dream of traveling to the Bahamas come true. He would love to be able to watch MSU basketball play in



The Reicherts are doing a T-shirt fundraiser until May 1, called "Andrew Strong" that supports Save A Heart at Mott Children's Hospital.

a tournament there. Here's the link: <https://www.gofundme.com/f/andrew-bahamas?qid=182964c7ecbf0cd7cfa47245e2050fc5>

The Reicherts also are doing a T-shirt fundraiser called "Andrew Strong"

that supports Save A Heart at Mott Children's Hospital. The family plans to close this fundraiser May 1. Here's the link - <https://www.bonfire.com/andrew-strong/>.

Read more about Andrew's journey at https://www.tctimes.com/news/lake-fenton-student-put-on-priority-transplant-list/article_e2784fd4-9942-11ee-80d7-ebfb97593be3.html

NOTICE TO ROSE TOWNSHIP RESIDENTS EVELINE DRIVE

NOTICE IS HEREBY GIVEN, that the Rose Township Board of Trustees will hold a public hearing on Wednesday, May 8, 2024 in the Rose Township Office, 9080 Mason Street, Holly, Michigan on the following Special Assessment District:

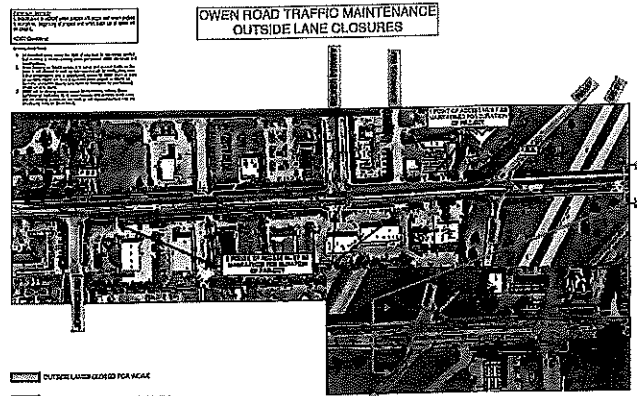
Eveline Drive Public Hearing will begin at approximately 7:00 p.m.

THE PURPOSE OF THE HEARING is to receive comments on the creation and re-creation of the special assessment district for the purpose of maintenance of the private road. A map of the special assessment district is available for inspection in the office of the Rose Township Clerk, 9080 Mason Street, Holly, Michigan during regular business hours from 8:30 am until 4:30 pm, Monday through Thursday, except holidays.

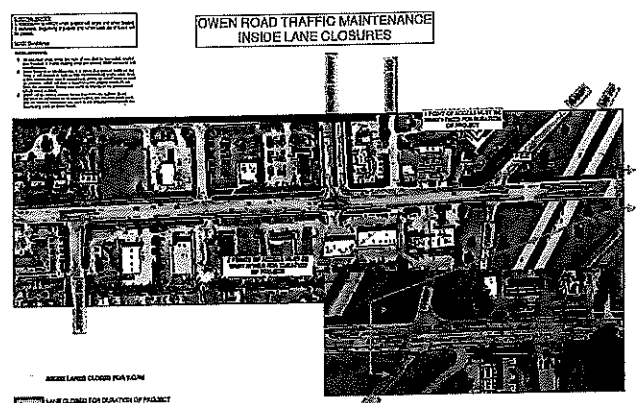
A petition from 50% or more of the property owners in the districts requesting continuation and/or establishment of the special assessment district has been submitted to the Rose Township Board of Trustees.

Property owners may appeal the assessment levy to the Michigan Tax Tribunal if an appearance is made at the hearing at which the special assessment roll is confirmed. Appearance can be made in person or by mail and can be made by an agent for the property owner. The property owner or any person having an interest in the property subject to the proposed special assessments may file a written appeal of the special assessment with the State Tax Tribunal within thirty-five days after confirmation of the special assessment roll if that special assessment was protested at the special assessment roll hearing.

Debbie Miller, MMC, MiPMC III
Rose Township Clerk



OUTSIDE LANE CLOSURE FOR PAVING
LANE CLOSURE FOR DURATION OF PROJECT



INSIDE LANE CLOSURE FOR PAVING
LANE CLOSURE FOR DURATION OF PROJECT

OWEN ROAD Continued from Page 1

The roadway will be milled in two stages and repaved. Shown with this story are images for lane closures for

the inside and outside lanes of traffic. Work hours will be from 7 a.m. to 7 p.m. for the duration of the project. For all construction updates, visit: <https://cityoffenton.org/373/Current-Construction-Projects>

HOT LINE CONTINUED

GREENSPACE SHOULD ONLY be rezoned for owner-occupied houses and condos. Create more homeowners; don't welcome in more predatory corporate landlords.

ALL OF THE roadwork on Torrey Road would have been a great opportunity to build a pedestrian walkway along here down to the middle school.

JUST CURIOUS IF we opened more dispensaries do you think our fentanyl overdoses would decrease? Just something to think about. No, I am not a user. I would also like to know what kind of tax revenue they generate and where does that money go?

IF THE PEOPLE of Fenton would stop thinking marijuana is evil, the tax money would foot the bill for many upgrades in this community. Face it, your neighborhood is full of the dreaded weed. Grow up.

**NOTICE TO ROSE TOWNSHIP RESIDENTS
EVELINE DRIVE**

NOTICE IS HEREBY GIVEN, that the Rose Township Board of Trustees will hold a public hearing on Wednesday, May 8, 2024 in the Rose Township Office, 9080 Mason Street, Holly, Michigan on the following Special Assessment District:

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THE PURPOSE OF THE HEARING is to receive comments on the creation and re-creation of the special assessment district for the purpose of maintenance of the private road. A map of the special assessment district is available for inspection in the office of the Rose Township Clerk, 9080 Mason Street, Holly, Michigan during regular business hours from 8:30 am until 4:30 pm, Monday through Thursday, except holidays.

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Debbie Miller, MMC, MiPMC III
Rose Township Clerk

Publish: April 27, 2024 and May 1, 2024

Affidavit of Mailing

State of Michigan

County of Oakland

I, Debra Miller, being first duly sworn, depose and say that I personally prepared for mailing and mailed by first-class mail, on April 24, 2024, a notice of hearing, a true copy of which is attached hereto and made a part hereof, to each owner of or party in interest in property located within the special assessment district described in the attached notice, whose name appears upon the last local tax assessment records for ad valorem tax purposes, which has been review by the local board of review as supplemented by any subsequent changes in the names or the addresses of such owners or parties listed thereon; that I personally checked each envelope against the list of such owners of parties in interest shown by said tax assessment roll and that each envelope was properly addressed to each such owner or party in interest as shown on said tax assessment roll; that each such envelope had contained therein the appropriate notice of the aforesaid hearing, was securely sealed, with postage fully prepaid thereon for first-class mail delivery, and was properly addressed; that I personally placed all of said envelopes in a Unites States Post Office receptable in Holly, Michigan, on said date; that said notice referred to a hearing scheduled for May 8, 2024 before the Rose Township Board.

Rose Township clerk:

Debra Miller

Subscribed and sworn to before me this 24th day of April, 2024.

Notary public:

Angela M. Guillen

Oakland

County, Michigan

My commission expires:

10-22-29

ANGELA M. GUILLEN
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF GENESEE
My Commission Expires Oct. 22, 2029
Acting in the County of Oakland

ROSE TOWNSHIP RESOLUTION #2024-XX
TENTATIVE DECLARATION OF INTENT TO RE-CREATE THE FISH LAKE
AQUATIC WEED CONTROL SPECIAL ASSESSMENT DISTRICT #005

WHEREAS, the Board of Trustees of the Township of Rose has received a written request, signed by more than 50% of the owners of record of the total frontage of the proposed Fish Lake Property Owners Special Assessment District requesting the Township renew the Fish Lake Aquatic Weed Control Special Assessment, and

WHEREAS, under the provisions of Public Act No. 188 of 1954 (MCL 41.723) the township board may proceed to carry out an improvement on its own motion, and

WHEREAS, the Township has tentatively described the location of the improvements and identified the parcels by parcel identification numbers in the list attached hereto and made part hereof, which would comprise the special assessment district, and

WHEREAS, the Township Supervisor has prepared an estimated of costs for the requested improvements and will file same with the Township Clerk upon adoption of this resolution.

NOW THEREFORE BE IT RESOLVED, that Rose Township Board declares its tentative intent to create a special assessment district for the purpose of controlling aquatic weeds and protecting the water quality of Fish Lake and, pursuant to MCL 41.724, sets a public hearing on the 12th day of June, 2024 at 7:00 p.m. or as soon as possible thereafter, at the Township Office, 9080 Mason Street, in in the Township of Rose as the time and place to hear and accept written objections to the Board's tentative declaration of intent.

06-32-426-003	06-32-453-002	06-32-452-014	06-32-451-022
06-32-426-004	06-32-426-030	06-32-426-041	06-32-452-021
06-32-427-004	06-32-453-003	06-32-452-015	06-32-426-048
06-32-427-006	06-32-426-031	06-32-453-014	06-32-451-023
06-32-427-010	06-32-453-004	06-32-426-042	06-32-452-022
06-32-426-013	06-32-426-032	06-32-452-016	06-32-452-023
06-32-426-014	06-32-451-007	06-32-453-015	06-32-451-026
06-32-426-015	06-32-426-033	06-32-426-043	06-32-476-001
06-32-426-016	06-32-451-008	06-32-453-016	06-32-453-026
06-32-426-017	06-32-426-036	06-32-426-044	06-32-454-025
06-32-426-020	06-32-451-011	06-32-451-019	06-32-451-030
06-32-426-023	06-32-454-008	06-32-453-017	06-32-451-031
06-32-426-024	06-32-426-037	06-32-426-045	06-32-454-028
06-32-426-025	06-32-452-011	06-32-451-020	06-32-453-030
06-32-426-026	06-32-453-010	06-32-453-018	06-32-453-031
06-32-453-001	06-32-452-012	06-32-426-046	06-32-454-030
06-32-426-029	06-32-451-014	06-32-451-021	06-32-451-034
06-32-451-004	06-32-452-013	06-32-426-047	

06-32-454-031	06-32-453-035	06-32-451-046	06-32-451-051
06-32-451-035	06-32-451-041	06-32-451-047	06-32-451-052
06-32-453-033	06-32-451-042	06-32-451-048	06-32-451-053
06-32-476-010	06-32-451-044	06-32-451-049	
06-32-453-034	06-32-451-045	06-32-451-050	

Moved by:

Seconded by:

Voting Yea:

Voting Nay:

The Supervisor declares the resolution adopted/denied.

I, Debbie Miller, the duly elected clerk of Rose Township, Oakland County, Michigan, do hereby certify that the foregoing is a true copy of a resolution made and adopted by the Rose Township Board of Trustees at its regular meeting held on May 8, 2024 at which time a quorum was present.

Dated:

Debbie Miller, MMC, MiPMC III
Rose Township Clerk

**ROSE TOWNSHIP RESOLUTION 2024-XX
INTENT TO
RE-CREATE A SPECIAL ASSESSMENT DISTRICT #004**

- Whereas,** the Board of Trustees of the Township of Rose has received a petition from property owners along Big Trail, Field Drive, and Frushour Drive requesting that Rose Township create a special assessment district for the maintenance of Big Trail, Field Drive, and Frushour Drive private roads, and
- Whereas,** said petition was signed by the owners of lots of records constituting of more than 50% of the total frontage upon Big Trail, Field Drive, and Frushour Drive and,
- Whereas,** Public Act No. 188 of 1954, as amended requires the Township to schedule a public hearing regarding the proposed creation of a special assessment, and
- Whereas,** an estimate of costs has been prepared and filed with the Township Clerk as required by Public Act No. 188 of 1954, upon adoption of this resolution, and
- Whereas,** it is the intent of the Board to create a special assessment district comprised of the parcels abutting and/or having access to Big Trail as more specifically identified on the list attached hereto and made part hereof.

06-32-426-003	06-32-426-042	06-32-451-030	06-32-452-014	06-32-454-008
06-32-426-004	06-32-426-043	06-32-451-031	06-32-452-015	06-32-427-011
06-32-426-013	06-32-426-044	06-32-451-034	06-32-452-016	06-32-451-053
06-32-426-014	06-32-426-045	06-32-451-035	06-32-452-021	06-32-426-029
06-32-426-015	06-32-427-004	06-32-451-041	06-32-452-022	06-32-476-001
06-32-426-016	06-32-427-006	06-32-451-042	06-32-453-001	06-32-476-003
06-32-426-017	06-32-451-044	06-32-453-002	06-32-476-010	06-32-454-031
06-32-426-020	06-32-427-008	06-32-451-045	06-32-453-003	06-32-427-012
06-32-426-046	06-32-451-004	06-32-451-047	06-32-453-010	06-32-427-010
06-32-426-047	06-32-451-007	06-32-451-048	06-32-453-014	06-32-476-007
06-32-426-023	06-32-451-008	06-32-451-049	06-32-453-015	
06-32-426-024	06-32-451-011	06-32-451-050	06-32-453-016	
06-32-426-025	06-32-451-014	06-32-451-051	06-32-452-023	
06-32-426-026	06-32-451-019	06-32-453-033	06-32-453-004	
06-32-451-020	06-32-426-030	06-32-451-021	06-32-426-048	
06-32-453-017	06-32-453-033	06-32-426-031	06-32-451-022	
06-32-453-018	06-32-454-025	06-32-426-032	06-32-451-023	
06-32-453-026	06-32-451-052	06-32-452-011	06-32-453-035	
06-32-453-030	06-32-453-031	06-32-426-036	06-32-452-012	
06-32-453-031	06-32-427-014	06-32-426-037	06-32-427-015	
06-32-451-046	06-32-427-016	06-32-427-017	06-32-426-041	
06-32-451-026	06-32-452-013	06-32-453-034	06-32-427-013	

Now Therefore Be It Resolved that the Township declares its intent to create a special assessment district for Big Trail, Field Drive, and Frushour Drive for the purposes permitted under State law, specifically, MCLA 41.722 (2)(1) (m) for the maintenance of a private road and, pursuant to MCLA 41.724(2), determines that a hearing on objections to the petition be scheduled for the 12th day of June, 2024 at 7:00 p.m. or as soon as possible thereafter, at the Township Office, 9080 Mason Street in the Township of Rose.

Moved by: Second by:

Voting Yea:

Voting Nay:

The Supervisor declared the resolution adopted/denied.

CERTIFICATION

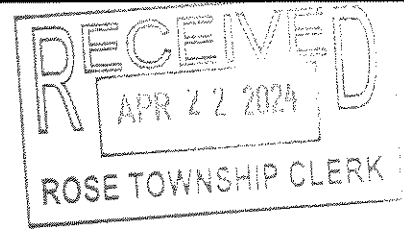
I, Debbie Miller, the duly elected Clerk of Rose Township, Oakland County, State of Michigan do hereby certify that the above resolution was made and adopted by the Rose Township Board of Trustees at a regular township board meeting held on May 8, 2024 at which time a quorum of the board was present.

Dated:

Debbie Miller, MMC, MiPMC III
Rose Township Clerk

Debbie Miller

From: MARIE VERHEYEN <MARIEV@olhsa.org>
Sent: Friday, April 19, 2024 3:07 PM
To: Debbie Miller
Subject: Chore Mini Grant Project I told you about



Hi Debbie

Darryl De Mar sent the message below to: Dianne Scheib-Snider and David Plewes. Rose Township can ask for \$10,000 to \$15,000 for the Mini Grants. Marie

Message sent by Darryl De Mar:

The Oakland Livingston Human Service Agency (OLHSA) is pleased to announce this American Rescue Plan Act (ARPA) funding opportunity to provide Oakland County Cities, Villages, and Townships (CVT) with mini grants to operate local chore projects for low-income seniors through July 2026. OLHSA will provide technical assistance and a tool kit to aid CVTs in the development and implementation of local chore services for seniors such as lawn mowing, snow removal, and yard services.

Please visit <https://www.olhsa.org/en-us/chore> to find the application form & budget forms and the detailed RFP. First round of proposals are due May 30, 2024.

Any questions can be directed to me,

Marie

Marie Verheyen, CPRP
Senior Program Support Manager
Oakland Livingston Human Service Agency
248-209-2671

Make a difference in our community. Join our team:
<https://www.olhsa.org/current-job-openings>

Get Help!

Donate Now!

Search



Select Language



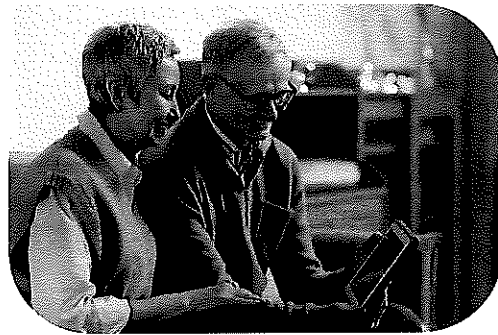
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Do



A Community Action Agency

Senior Chore Program



We are thrilled to announce the Oakland County Senior Chore Pilot Program, administered by Oakland Livingston Human Service Agency (OLHSA). This initiative, funded through the American Rescue Plan Act (ARPA), offers mini grants to Oakland County Cities, Villages, and Townships (CVTs) to operate local chore projects for low-income seniors until July 2026. With access to \$3 million in ARPA funds allocated by the Oakland County Executive and Board of Commissioners, these mini grants

will empower communities to
make a meaningful impact on the
lives of seniors.

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Deadline

Oakland County Cities, Villages, and Townships (CVTs) must submit an application form and preliminary budget to mariev@olhsa.org by **May 31, 2024**. Final budgets will be due by **September 30, 2024**. CVT's not applying for Round One are asked to complete and submit the Letter of Intent form

indicating their interest in or noninterest in Round Two funding to guide us in allocating funds.

Grant Application



Elig	App	Funding
All	Round	Allocation
Oak	Firs	Awards
Col	roui	range
Citi	app	forms
Vill	due	\$5,000
and	by	to
Tow	Ma	\$130,000
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are	202	on
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Why Senior Chore Services Matter

**Maintaining
Independence**

Assist seniors in aging in place by providing essential chore assistance.

**Safety and
Well-being**

Ensure the safety and well-being of seniors by completing hazardous chores safely.

**Financial
Assistance**

Alleviate financial strain for low-income seniors by providing essential yard services.

**Community
Impact**

Make a meaningful difference by providing vital services to seniors in need within your community.

Timeline

Funds awarded through this initiative aim to bolster the capacity of Oakland County Cities, Villages, and Townships (CVTs) to provide sustainable chore services for seniors. The allocated funds for this mini grant project are dedicated to designing and implementing a locally operated pilot senior chore program, with the goal of long-term sustainability beyond the grant period. Utilize the toolkit for recommendations, considerations, and templates to guide the program's design, implementation, and evaluation.

Phase 1: Planning

Inventory Needs and Resources

- Perform a scan of a community's existing resources, potential partners, and capacity
- Develop a final budget
- Perform monitoring and oversight
- Engage with OLHSA consultant for technical assistance

Phase 2: Implementation

Note: *Some communities may need less planning time as they simply need to scale*

up or expand current services.

Design Program

- Finalize eligibility and prioritization criteria
- Settle on types of services to be provided
- Select the best mode of service delivery
- Determine the program capacity i.e level of service to be provided (quantity, frequency, duration)
- Identify and procure contractors and/or developing a staffing plan.
- Develop an outreach and marketing plan
- Establish written program policies

- Promote Program
- Certify and enroll households
- Deliver yard services
- Perform monitoring and oversight
- Provide customer service functions to participating households (complaints, inquiries)
- Complete and submit programmatic reporting and fiscal invoicing
- Engage with OLHSA consultant on progress check-ins and ongoing technical assistance

Phase 3: Evaluation and Sustainability

- Assess program outcomes and outputs.
- Reflect on successes and failures and identify lessons learned
- Incorporate course corrections into design of program
- Formulate a funding plan for continuation beyond mini-grant
- Transition to CDBG or other funds

Resources & Support

Find supplementary documents below. These resources provide essential support for initiating and sustaining your senior chore program effectively.

[Download All](#)



Mission Statement

To empower families and communities to gain the knowledge, skills and resources needed to improve their quality of life.

Take Action

[Donate Now!](#)

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[Volunteer](#)

[Customer Service Survey](#)

Early Childhood Programs

[How to Apply](#)

[Great Start Readiness Program \(GSRP\)](#)

[Head Start](#)

[Women, Infants & Children \(WIC\)](#)

[Early Head Start](#)

[Family Resources](#)

[Oakland County Program Locations](#)

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RECEIVED
APR 22 2024
ROSE TOWNSHIP CLERK

OLHSA SENIOR CHORE PROGRAM TOOLKIT

Updated: April 3, 2024

CONTENTS

1 Introduction

2 Needs Assessment

3 Scope of Services

4 Service Delivery

8 Participant Eligibility

10 Program Budget and Capacity

13 Enrollment Procedures

17 Program Promotion

18 Quality Control

20 Program Sustainability



INTRODUCTION

This toolkit was designed by the Oakland Livingston Human Service Agency (OLHSA) to enable Oakland County cities, townships, and villages to use ARPA funded mini-grants to create a responsive yard services program to meet the needs of older adults and persons with disabilities living in their communities. This toolkit will guide you through the steps to construct a program that will improve the lives of your residents. Throughout the Toolkit, we point out suggestions to align your program with Community Development Block Grant guidelines for a smooth transition to CDBG funding once the ARPA pilot period ends.

OLHSA is part of a national network of Community Action Agencies (CAAs) that work with individuals, families, and communities to reduce the causes and conditions of poverty. OLHSA had operated a senior chore program from 1984 through 2019 and is eager to share its practical knowledge and pass on its wisdom to local communities so they may fill this critical service gap. As indicated throughout the toolkit, OLHSA is available to perform outreach and enrollment services for your senior chore program.

step
#1

NEEDS ASSESSMENT

The first step in developing a senior chore program is to gauge the depth and scope of need for yard services in your community. We recommend you do one or more of the following activities:

- Create a survey (electronic and paper versions) asking what types of yard services your senior residents need to live more safely in their homes. Include suggestions of the types of services that you are willing and able to provide on the survey so that residents can rank them in order of importance. Some possible services include lawn mowing, snow removal, gutter cleaning, bush trimming, and yard cleanup.

- Post the survey link on your website, email the link out to residents, and put a QR code for the link in your newsletter.

- Provide paper surveys at your local senior center, the library, town hall, and local churches; ask your local Meals on Wheels provider to give them to homebound seniors in single family homes.

- Hold a community forum to solicit the residents' opinions on which yard services are needed and what age/income guidelines you should impose. This can be scheduled before a regularly scheduled trustee/board meeting or at your local senior center.

- Check with the local post office to identify homes to which they are not delivering mail to learn if they are vacant or simply need bush trimming or other lawn maintenance.

- Talk with your local DPW office to see if they have identified a need for yard services (lawns overgrown, snow not being plowed, bushes not trimmed so that the home looks vacant when someone is living in it.) Check on the types of tickets issued to homeowners to detect any patterns that demonstrates need.

***TIP:** Working with your DPW office is vital to creating and maintaining a good program as they are the eyes and ears in your neighborhoods.*

Once you have collected and analyzed this data, you will have a good idea of which services are needed in your community and how many people need them. You can then ask yourself the detailed questions in the next section.

SCOPE OF SERVICES

The next step is to incorporate the communities' input and demonstrated need into determining which types of yard services you will offer and how your program should be structured. Consider the options and associated decisions below as you are determining the scope of services you will offer.

Lawn Mowing

- To what height do you want the grass mowed (3 inches for grass health or shorter to spread out frequency of service)?
- How often will you mow in season (weekly, bi-weekly, or as dictated by the amount of rain)?
- Will you provide weed whipping on driveways and other walkways?
- Will you provide edging?
- What is the maximum size yard to be mowed? (Up to 1 acre, 2 acres, or more; this may mean only the portion surrounding the home and driveway of large yards will be mowed.)
- Will you provide only the minimum work done to prevent a code violation or a more broad level of service?
- Will you provide participants with this service for the whole season or limit the number of mows?

Snow Removal

- When will the snow removal be provided? After the snow stops falling or while the snow is still falling?
- Does this change when large storms are predicted so that the contractor can stay ahead of the storm?
- How many inches of snow must accumulate before you authorize the removal? (2 inches? 3 inches?)
- If the snow starts melting, does the contractor stop plowing when snow melts to under 2 inches?
- What is the maximum length and width of driveways that will be plowed?
- Does the service include snow removal on sidewalks, porches, walkways to the driveways, access to and from the home, mailbox and garage?
- Will you provide the clients this service for the whole season or limit the number of plows?

Gutter Cleaning

If offered, will you provide this once or twice a year?

Bush/Tree Trim & Removal

If included, will you perform this task in the fall, in the spring, or in both seasons?

Yard Cleanup

If proposed, will you clean up the fall leaves or provide spring cleanup before lawn mowing or both?

TIP: These service categories are all eligible CDBG service types and can be continued when CDBG funds your program after the pilot period.

Consideration: We recommend providing lawn mowing and snow removal for the whole season for enrolled clients so that you can establish a plan that is consistent and less labor intensive for all involved. It can be challenging to add and remove households to serve though out the season. Additionally, the senior household can rest assured that their lawn or driveway will be maintained all season without the possibility of having to identify a service provider when they have reached their maximum number of plows or mows.

SERVICE DELIVERY

Once you have selected which services you will offer, the next step is to plan how you will deliver all of the activities and services that a senior chore program entails.

Your program will need staffing or vendors to fulfil the following activities:

1

Promoting the program and raising community awareness.

2

Processing applications, certifying senior applicants to certify eligibility, verifying their property specifications, notifying applicants of enrollment decision, and onboarding them to the program. This is an annual process.

3

Delivering the yard services. You will need to use internal employees or contract with lawn service companies. If you use employees, you will need to consider equipment needs. If you use outside contractors, you will need to procure qualified, licensed entities that can provide the services at rates that work with your budget and you will need to perform adequate oversight.

4

Fielding inquiry calls from prospective or enrolled participants and handling any complaints or issues during the operating seasons.

5

Performing quality control and verification of service duties. You will have to ensure that services are being delivered and meet your established standards.

6

Working with contractors or in-house staff to assign households and schedule routes. You will need to communicate with direct service providers to address ongoing issues or questions during service delivery.

7

Processing invoices and payments to contractors, if applicable.

SERVICE DELIVERY

Suggested Roles:

Enrollment Specialist: solicits and processes applications annually, certifies eligibility, addresses program inquiry calls, performs outreach, and assesses client satisfaction. This could be an internal employee or OLHSA. He or she will be the primary point of contact during program enrollment periods and will handle all communication related to program eligibility and enrollment.

Municipality Community Contact: promotes the program, coordinates with the Enrollment Specialist, completes reporting, and engages in ongoing communication with and oversight of the contractors. The Community Contact's name and contact information will be listed on all client correspondence. He or she will be the primary point of contact for participants during the operating seasons and will handle inquiries, concerns, or complaints.

Service Provider: delivers the actual yard services and submits verification of work performed. This could be community employees using municipal equipment or a contracted yard services company.

Note: If you elect to utilize OLHSA for the enrollment component of your program, we will:

- Promote and perform outreach to recruit seniors for the senior yard program
- Send enrollment packets and correspondence prior to each season to existing participants
- Assist new prospective participants with application procedures
- Collect eligibility documentation.
- Certify and enroll applicants.
- Provide a list of eligible clients to municipality within established timeline.
- Continue to collect applications, certify eligibility, maintain a waiting list, and move people off the waiting list as vacancies in the program occur.
- Provide referrals and linkages to enrolled clients, ineligible applicants, and those on the waiting list.

See the vignette on page 6 to see how OLHSA has worked with the City of Oak Park in this role.

SERVICE DELIVERY

Success Story

In late April, Toni from the Oak Park Department of Public Works (DPW) office was out in the field when she noticed that a home on Harding Street had grass that was 6 inches high. She knocked on the door and met Mary, who told her that she was unable to mow her grass anymore. She had a fall during the winter and now had to use a walker. She also didn't have the money to hire someone to mow the lawn and didn't know what she would do.

Toni told her that the City had a Chore Yard Care program that may be able to assist her. Toni retrieved the CDBG Senior Chore Program Application from her truck and waited for Mary to fill it out. Toni then took a picture of Mary's State ID and told Mary that someone from the Oakland Livingston Human Service Agency (OLHSA) would give her a call. She explained that OLHSA processes the paperwork for the City of Oak Park's yard service program.

When Toni got back to her office she scanned the documents to OLHSA and caseworker Jane was assigned to contact Mary to get the rest of her information to sign her up for the program. While talking to Mary, Jane learned that she was 69 and didn't have enough food to eat. Jane completed a Bridge Card application for Mary to get her signed up for food stamps and did an internal referral to OLHSA's Commodity Supplemental Food Program (CSFP) so she could receive monthly food boxes delivered to her home.

Jane then turned the Chore paperwork over to Marie for the lawn mowing services. Marie checked with Dan (the Municipal Community Contact) to make sure that there was an open slot for her. Luckily, their enrollment list for the summer had not been finalized, and since Mary's income put her at 30% AMI she was classified as high priority to receive services. Mary was put on the grass mowing list and the service started in May.

When Mary was called in June to see how things were going, she was delighted. She told us that she was doing very well. The monthly food box and the food stamps really helped her to not be hungry, and she no longer had to worry about her grass being unsightly or receiving a citation. It was being mowed beautifully. She was now comfortable to go into her back yard to enjoy the sunshine. She thanked OLHSA and the City of Oak Park for the wonderful program.

In August, OLHSA made sure to include her when they sent out program renewal notices so she could reapply and receive snow removal services that coming winter, along with lawn services next year.

step
#3

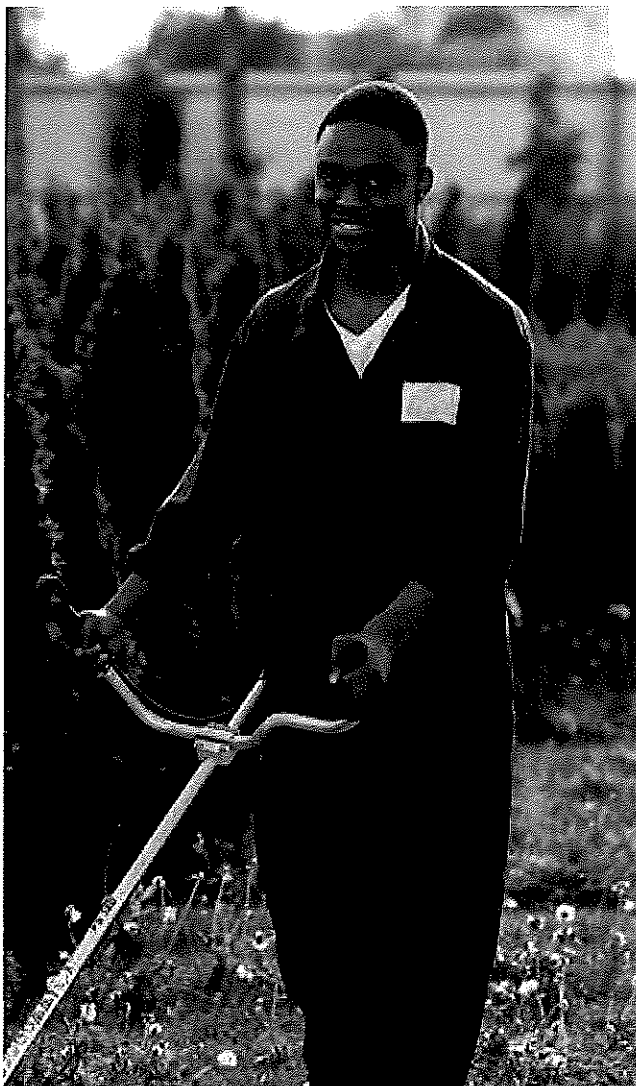
SERVICE DELIVERY

Procurement of Service Contractors:

It would be ideal to utilize a known, reputable local company to provide this service. Each community may be familiar with the companies that are visible and active in their area. It would be advisable to approach these companies to gauge their interest and capacity. We have attached a sample request for qualifications that can be used. Items that need to be filled in by the community are highlighted in yellow. (*See Appendix C.*)

See *Appendix D* for a sample spreadsheet of contractor costs per household based on a rate of \$25 per unit.

Tip: Check out the Better Business Bureau website to assist with finding contractors.



In addition to the standard fee for service costs, you may wish to also negotiate with contractor on the following:

- Does the contractor get paid a fee for going to a home that has already been plowed or mowed by homeowner?
- Will you pay the contractor different rates based on the length/width of driveways and other walkways to be cleared?
- Will you pay the contractor different rates based on the depth of the snow?
- Are they willing to use a system such as Property Pres Wizard to verify their work?



step #4

PARTICIPANT ELIGIBILITY

The next step is to finalize your eligibility criteria and establish priorities. Federal grants such as ARPA or CDBG will dictate the qualification requirements, and the only flexibility you will be afforded is to impose stricter guidelines; for example, CDBG allows service to those 62 and older but you may restrict service to those 65 and older. In order to offer services to households that do not meet grant guidelines but still have demonstrated need, you may wish to supplement your program funding with general funds, private grants, or a private pay option.

1

Age: What minimum age will you establish?

2

Disability: Will you also serve disabled adults under minimum age? (see Disabled Adult Template 1b) Will you prioritize older adults and only serve disabled adults if there is capacity left after all seniors have had a chance to enroll?

3

Income: What income criteria will you institute? Will you offer a private-pay option with a sliding fee scale for those who do not meet income criteria?

4

Home Ownership: Will you require that the senior owns the property? Will you allow seniors who rent the property but who have legal responsibility for lawn maintenance to be served?

5

Home Residency: Will you require that applicants must live in the home during service season.

6

Household Composition: If able-bodied adults aged 18 or older reside at the home, will the applicant be able to receive services? Types of able-bodied adults: renters, family members who can't afford to live on their own, children over age 18, but mainly in school, paid or unpaid caregivers of the homeowner. If you exclude applicants who have other adults living in their homes, how do you do this equitably?

7

Transfer of Services: Can services be transferred to an eligible household member in case of enrolled client death?

**step
#4**

PARTICIPANT ELIGIBILITY

Prioritization Criteria

How will you prioritize applicants? Will you create an acuity scale that measures certain factors to assure that those most in need (most elderly, lowest income) are enrolled first if demand exceeds your resources?

Consideration: Will you require proof of income or allow participants to self-declare? CDBG allows for self-declaration for income but requires a driver's license or state ID verifying age. CDBG also requires a letter certifying serious physical disability from the participant's physician if the person is under age 62.

Tip: If you plan to continue your program using CDBG funds in the future you may wish to align your eligibility criteria with the CDBG program. They are as follows:

- Applicants must own the home and reside there
- Applicant must be age 62 or older, or be severely physically disabled (with proof of disability provided by a doctor)
- Income must be under 80% of AMI (income list provided by HUD)
- Income is for all persons living at the address (including any renters)

<i>Criteria</i>	<i>Minimum Oakland County ARPA Requirements</i>	<i>Proof Required</i>	<i>CDBG Requirements</i>	<i>Proof Required</i>
age	62 and over	Self-certify	62 and older	Driver's license or state ID
Physical disability	Severely disabled adults under 62	Self-certify	Severely disabled adults under 62	Physician letter
income	80% AMI	Self-certify	80% AMI	Self-certify
Home ownership	None	N/A	Senior must own	Self-certify
Home residency	None	N/A	Senior must reside but allows hospital or rehab stays	Self-certify

step #5

PROGRAM BUDGET AND CAPACITY

Now that you have assessed the community need, determined the services to be offered and program eligibility, and identified how services will be delivered, you can create a program budget. This budget will ultimately provide the capacity parameters used to structure your program and make final decisions on service levels. It is important to develop a feasible budget based on solid projections of the number of seniors to be served, the specifications of properties and distances between properties in your community, and the scope and frequency of services to be offered. In spite of careful projections, actual yard service costs can be variable depending on factors such as the weather (number of significant snowfalls, amount of rain) and fluctuating contractor service rates.

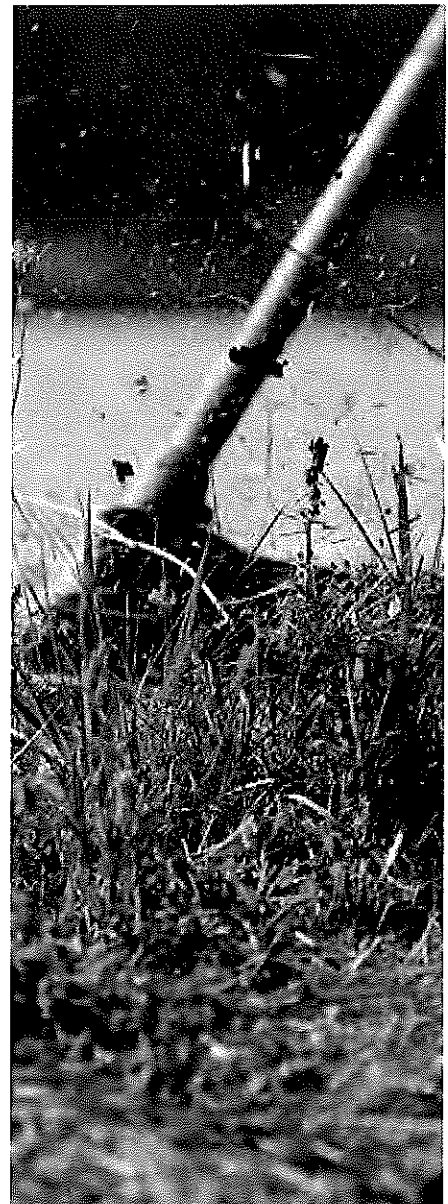
These are the factors that will drive the direct lawn services portion of your budget and will ultimately factor into your program capacity and structure:

- Projected costs for the types of services you wish to offer based on actual or estimated contractor rates and property specs in your community
- Projected frequency and number of services you plan to offer to enrolled households
- Projected number of households to be served

Other items to account for in your budget:

- Salaries/fringe benefits for the Community Contact and Enrollment Specialist
- Equipment (if providing in-house)
- Marketing and application materials (paper products, stamps, envelopes)
- Verification software cost (if using a product like Property Pres Wizard)
- Liability insurance

It is important to keep in mind that biggest expense will be the direct services. Negotiating with a contractor for the best rates they can offer will be an important part of this process. Many landscape companies will be willing to accept a rate that is lower than market because of the geographic concentration of properties or the altruistic nature of the program.



PROGRAM BUDGET AND CAPACITY

Guidance:

Because there are so many factors and variables, we are including a sample budget to provide a reference of what a chore program budget might look like. You may also refer to [Appendix D](#) for a worksheet of the costs per household based on a rate of \$25 per unit. You will be able to drop in the rates you negotiate with a contractor into this spreadsheet to estimate your costs per household.

This sample budget example is based on serving a community with two different sizes of yards for mowing and two sizes of driveways for plowing. The budget is based on 34 small properties (½ acre for mowing and under 100 feet for driveways) and 16 larger properties (½ to 1 acre for mowing and between 100 feet and 1,320 feet for driveways).

Sample Budget for 50 addresses:

Lawn Mowing *	\$29,700
Snow Removal**	\$33,000
Contractor Total:	\$62,700
Liability Insurance:	\$ 1,000
Property Pres Wizard Software	\$ 2,000
Marketing and application materials:	\$ 3,000
Community Contact 2 hours a week:	\$ 4,000
Enrollment Specialist: (15% of the total budget)	\$10,905
Total Budget:	\$83,605

**The lawn mowing estimate is based on 18 mows between May and October at a cost of \$25 per mow for 34 small yards and \$50 per mow for 16 large yards.*

***The snow removal estimate is for a moderate winter with 10 plows of which 4 are between 2-4 inches, 3 are between 4-8 inches, 2 are between 8-12 inches, and 1 is over 13 inches. Costs start at \$25 per push for small driveways with 2-4 inches of snow and \$50 per push for large driveways for 2-4 inches of snow. The price increases by \$25 per push per each higher amount of snow for the small driveways and \$50 per push for each higher amount of snow for the longer driveways.*

PROGRAM BUDGET AND CAPACITY

Capacity and Structure of Program

Once you determine the dollar amount designated for direct services, you will use your priorities to determine how many households you can enroll in the program and the scope and frequency of services, i.e determine your program capacity. You may decide that serving everyone who is eligible is the most important factor and that priority will dictate the frequency and scope of service. Conversely, you may decide that providing a certain level of service to fewer people is more important. Do you wish to stretch your budget by limiting the types of services each household can receive or will you offer all types of services to every household. By this stage, you should finalize (with input and consultation from the contracted service provider):

- How many households you can serve each season
- The frequency and number of services enrolled households can expect per season (we suggest declaring a range as opposed to a specific number since weather variables are at play)

Consideration: Will all eligible, enrolled households receive all services (for example lawn and snow) or will you have them apply separately each snow and lawn season? We recommend offering all available services to participants at the point of application and allowing them to choose which services they are requesting for the year. If they choose snow and lawn, we advise checking with the household prior to the start of the next service season to assure they are still in need and interested as a lot can change over the course of 6 months.



step #6

ENROLLMENT PROCEDURES

Once you have established the need for the services, decided on the services that you will provide and the delivery methods, determined the eligibility requirements and priorities, and scaled your program capacity, the next step is to create the program materials and enroll participants.

Suggested Forms:

- Annual application form (see sample new applicant application form and sample CDBG application Appendix B2: [1a](#), [1e](#))
- Annual Severely Disabled Adult form, if relevant (see sample Appendix B2: [1b](#))
- Application Cover letter with instructions and contact information (see samples Appendix B: [1c](#), [1d](#), [2a](#), [2b](#))

Suggested Initial Enrollment Process:

- Community Contact informs Enrollment Specialist about the number of households that can be enrolled each season (i.e. capacity).
- Both Community Contact and Enrollment Specialist disseminate the program applications to the community via mail, email, or a download link from your website or hard copy. Applications can be received by mail, email, electronic submission on website, or drop off at community location.
- Enrollment Specialist collects, date stamps and reviews completed applications and required proofs to verify applicant meets community eligibility requirements.
- Enrollment Specialist contacts applicants if information is missing from the application form.
- Enrollment Specialist may perform more targeted outreach to engage more isolated seniors and assist any seniors who require support in completing the application.
- Enrollment Specialist prioritizes list of eligible applicants based on established criteria and weight (i.e. income, age, order of receipt).
- Once the capacity for the season has been reached, the Enrollment Specialist establishes a waitlist for the service.
- Enrollment Specialist provides list of possible addresses to the Contractor for review (at this time the Contractor can let the Enrollment Specialist know if there is any address that they are not willing or able to serve).
- Enrollment Specialist receives written approval via email from Contractor to accept the addresses on the list.
- Enrollment Specialist submits final list to Community Contact and receives final approval.

step #6

ENROLLMENT PROCEDURES

- Enrollment Specialist provides final, approved list for the season to the Community Contact, DPW and the Contractor.
- Enrollment Specialist provides client demographics to the Community Contact.
- Enrollment Specialist sends out appropriate client follow up letters to applicants: welcome letter (will receive service), wait list, not eligible (see samples in Appendix B: [3](#), [4](#), [5a](#), [5b](#), [5c](#), [6a](#), [6b](#), [8](#), [9a](#), [9b](#)).
- Enrollment Specialist provides program policies to enrolled participants,

Suggested Renewal Enrollment Process (year two and beyond)

- Community/Enrollment Specialist sends renewal applications out once a year to all the clients who were on the program during the previous year, to all persons who were on the waitlist and to other interested persons. Be sure that the cover letter for the renewal applications clearly states the due date.
- Enrollment Specialist date stamps the renewal applications and reviews for continuing eligibility.
- After the renewal due date passes, Enrollment Specialist prioritizes the list of applicants based on established criteria and order of receipt to create the service list.
- If capacity for the season has not been reached, the Enrollment Specialist contacts former clients who did not respond to the renewal paperwork until capacity is reached.
- Once the capacity for the season has been reached, the Enrollment Specialist starts a waitlist for the service and follows the rest of the process steps as outlined above.

Waitlist Letters:

- The list has reached the maximum number of clients.
- The applicant applied after the list was finalized.
- The contractor is not able to do the work at the address.
- The eligible applicant did not meet the high priority category for services but could potentially be served before the end of the season.

ENROLLMENT PROCEDURES

Other Program Letters

- Application received letters (see sample Appendix B: Z)
- Termination of services letter (see sample Appendix B: 10)
- Temporary suspension letters: can include issues that need to be addressed prior to service resuming such as too much dog feces in backyard to safely mow, car blocking driveway , blocked access to backyard , homeowners acting in unsafe way (going outside when contractors mowing lawn when they could be hit by debris) (see sample Appendix B: 11)

Application Procedures Tips

- We recommend sending the renewal applications (year two and beyond) in August. At this time the applicants will be able to request both snow removal and lawn mowing. Both the snow removal client list and the lawn mowing “wish list” will be created at this time. You may wish to indicate that there is no guarantee that all persons who are put on the lawn mowing wish list in the fall will be able to receive the service the following summer; funding may be less than projected due to a severe winter or higher priority clients may take up all the slots.
- Send the list of enrolled household addresses to the Community’s Department of Public Works (DPW) and request that they notify the Community Contact and Service Provider if they find an issue with any of the addresses on the list. The desired outcome is that the DPW will contact the program so the issue may be resolved instead of giving citations to the homeowners for services covered under the program. This relieves stress for the homeowners.
- Have the contractors review the lists for addresses they are not willing/able to serve before welcome letters are sent out to minimize problems. Some reasons for not being willing or able to serve may include prior issues with a household in the past or contractor equipment too large to safely service the property.

Tip: When creating your outreach and program materials keep the following in mind:

- Program documents should be translated into other languages that are prominent in your community.
- The welcome letters should have the following type of clause in them, “The X Community has the right to terminate the services at the subject location if deemed dangerous or otherwise problematic for contractors or community administration staff.” This allows households to be terminated from services for cause.
- Clearly communicate that participants have to reapply annually.

**step
#6**

ENROLLMENT PROCEDURES

Sample Timeline (note, if beginning with Spring/Summer season, adjust all dates to start timeline in March)

Activity	Timeline
Open Enrollment Period and Promote	August 1st
Close Enrollment Period (keep accepting applicants to add to waitlists)	August 30th
Certify Households and create a proposed list of households to be served for Snow season and a preliminary "wish" list for Lawn season	September
Present Service List to Service Provider and Community Contact for Final Approval	October 1st -October 15
Notify applicants of approval, denial, wait list	October 15th
Snow Season service begins	November 1st
Check if enrolled households who chose lawn services too still need and want lawn service	Mid-March to Mid-April
Perform any additional outreach and promotion until capacity is reached	Mid-March to Mid-April
Submit an updated, final list of approved households to Service Provider and Community Contact for approval	Mid-April
Spring Clean Up (if offered and selected) and Summer Lawn Service Begins	May or June
Send Renewal Applications to enrolled households, waitlisted households, and other interested parties; open up application and promote until reach capacity.	August 1st

Repeat above sequence of activities

Fall Clean Up (If offered and selected)	September -November
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PROGRAM PROMOTION

Once you have determined your enrollment procedures and have a signed a contract with a yard services company or have in-house staff equipped, you can start to promote the program. Below is a list of suggested outreach activities:

1. Create Program Flyers that include eligibility guidelines, application procedures & deadline, and a QR code for the application. Provide/post the flyers at the following locations:

- Community social media (Facebook, Twitter, Instagram)
- Community newsletter or email blasts
- Community website
- Local senior centers
- Local library
- Township/City administrative offices
- Local churches
- Meals on Wheels provider to distribute to their clients
- Community fairs/flu shot clinics/tax preparation days
- Resident mailboxes

2. Conduct presentations with a PowerPoint at:

- Township/City Board Meeting (televised)
- Local senior centers
- A special Community Forum to advertise the new program.

Remember- If you elect to have OLHSA handle your enrollment, we will advertise the program on our social media and conduct presentations for your community at your local senior centers or municipal events to spread the word about the program.

- For recruitment of non-native English-speaking applicants, you may want to work with ethnic specific outreach organizations or associations to inform seniors and assist them with applying for services.

Tip: Prominently mention somewhere in your literature/on your website that applications must be renewed annually.

QUALITY CONTROL

Monitoring

Senior Chore Programs must implement a method to assure that the services were delivered and to assess that service standards were met. There are various ways to accomplish this process.

We recommend using a picture-based verification program such as Property Pres Wizard <https://home.propertypreswizard.com>. This database allows the Contractor to take before and after photos of the yards and the work completed. The municipality can then review the work and verify that the work was done at the correct home prior to issuing payment to the contractor. A challenge with this option is that contractors are sometimes reluctant to carry out this process as it may slow them down.

Another option is to have the contractor or in-house yard service provider leave a form and self-addressed, stamped envelope with the homeowner so the household can verify that the service was completed and indicate their level of satisfaction. The main drawbacks of this method is that the response rate is typically poor. You can explore new ways of using technology to confirm services via a text or email link, but be careful not to assume that all seniors are comfortable with this option.

It is important to verify that the contractor is completing the work at the proper address. We have learned late in the season that the contractor was inadvertently serving the wrong property all summer long. To avoid this:

- Have the homeowner provide a photo of their home to the Community Contact.
- The Community Contact provides photos of the homes to the contractor with their list of assigned properties.
- Best Practice: have the contractor complete a dry run and to evaluate homes and confirm addresses prior to season start.



QUALITY CONTROL

Client Satisfaction

In order to get feedback from the clients on impact of the program, we recommend having the Enrollment Specialist contact a sample of clients towards the beginning of each season. We recommend that the calls are made one week after the first snowstorm of the season has been plowed and one month after the lawn mowing services have begun. An example script is below.

- Hello Mrs. Smith, you are on the ABC Community snow removal program and we wanted to give you a call to see if you were satisfied with the snow removal service that you received.
- Please explain.
- Do you have any suggestions for improving the service?
- Do you have any other needs?

Customer Service

Inquiry Calls:

Seniors will call to ask questions about the program. If they call during the enrollment period, the Enrollment Specialist can field their questions and provide guidance. If prospective participants call after enrollment has been closed and have questions or concerns about services, they should be directed to the Community Contact.

Seniors will inevitably call with questions about their services such as “when will my lawn be mowed?” or “when will my driveway be plowed?” Be sure to appoint which staff member will field those sorts of calls, which can be at a high volume during snow events.

Client Complaints:

You should also appoint someone such as the Community Contact to receive complaints or grievances and handle the investigation and resolution. Programs should develop clearly communicated procedures for participants to informally and formally make complaints. Some complaints can be minor and others can be significant such as claims of property damage.



PROGRAM SUSTAINABILITY

Once you have demonstrated the value of the senior chore program in your community and have operated a successful pilot program, the next step is to develop a transition plan to keep it operating beyond the pilot period.

The most viable sources of future funding include:

- Community Development Block Grant (CDBG) funds (Yard Services)
- General Funds could be set aside for this purpose upon conclusion of the pilot project
- Supplementing grant or general funds with client donations and setting up a private pay system based on a sliding scale.

Consideration: Communities receiving ARPA funds for the Senior Chore Pilot Program would need to apply for CDBG funds for Program Year 2026 in December of 2025. Communities receive Program Year 2026 funds in February 2027. Communities would need to front the money to keep the programs going between August 2026 and February 2027 when the funds for Program Year (PY) 2026 are released. If programs are confident that they will pursue CDBG Yard Service funds, they could strategically apply for PY 2025 in December of 2024.

Additional Best Practices

Data Collection, Reporting, and Recordkeeping

For CDBG and ARPA funded projects, it is required that you record certain demographics of households served and track services provided. Programs should enter client data and services in a database or spreadsheet so it is available for reporting or audits. Client applications, service verifications, and contractor invoices should be maintained in a locked physical location or on a secure electronic storage platform for five years (ARPA) or three years (CDBG).

See appendix B2: [*1f*](#) for a copy of the required CDBG Direct Benefit Activity Report form.

Program Policies

It is important to document program policies so that the program can be implemented fairly and consistently.

We recommend that you create the following policies for your program:

- Eligibility Policy
- Prioritization Policy
- Wait List Policy
- Client Complaint Policy
- Donation Policy
- Termination of Services Policy with Appeal Procedures
- Quality Assurance Policy
- Record Retention
- Confidentiality Policy



Conclusion

We hope that you find this toolkit useful as you design your local senior chore program. By providing this service, you are truly filling a need in your community and improving the lives of your senior residents. Remember, the OLHSA team is available throughout your pilot program to provide ongoing technical assistance and support.

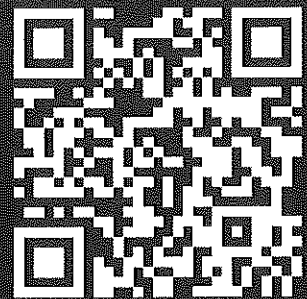
Contact:

Marie Verheyen, Program Manager

email: mariev@olhsa.org
Landline: (248) 209-2671
Cell Phone: (248) 895-4273

**For additional
resources go to:**

www.OLHSA.org/chore



**Download All
Appendices**



OAKLAND COUNTY SENIOR CHORE PILOT PROGRAM ADMINISTERED BY OAKLAND LIVINGSTON HUMAN SERVICE AGENCY (OLHSA)

We are pleased to announce this American Rescue Plan Act (ARPA) funding opportunity to provide Oakland County Cities, Villages, and Townships (CVT) with mini grants to operate local chore projects for low income seniors through July 2026. OLHSA will provide technical assistance and a tool kit to aid CVTs in the development and implementation of local chore services for seniors such as lawn mowing, snow removal, and yard services.

All Oakland County CVTs are eligible to apply. There will be 2 application periods. The first round applications are due by May 31, 2024. There will be a rolling approval process so performance periods may start as soon as contracts are in place; therefore, CVTs are encouraged to apply as soon as possible if they wish to start their projects during the 2024 summer season. The second round of funding applications will open by late summer/early fall of 2024. CVTs who applied during Round 1 are not eligible to apply again in Round 2. After the round two application period closes, there may be remaining funds to reallocate to participating CVTs. All funds must be expended by CVTs by July 30, 2026.

To guide us in planning the distribution of funds, we ask that all CVTs who are not submitting a Round One application please complete this [Letter of Intent Form](#) by May 31, 2024, to indicate whether they plan to apply for Round 2, are considering applying for Round 2, or are not planning to apply to Round 2. **CVTs who are applying for Round One should not submit a LOI.**

OVERVIEW

The Oakland County Executive and Board of Commissioners have allocated \$3 million in American Rescue Plan Act Funds to fund senior chore services. The Oakland Livingston Human Service Agency was chosen to administer these funds and to make mini grants, a “How To” Toolkit, and ongoing technical assistance available to local Oakland County CVTs to operate their own chore pilot projects. OLHSA had delivered chore services for seniors across Oakland County through Older American Act grants and CDBG funds from 1984 through 2019 and can



provide expertise and guidance needed to help CVTs build the capacity to offer this critically needed service to their low income, senior homeowners.

Oakland County has not had county-wide funded provider of chore services for low income older adults since 2019, when OLHSA received Older American Act funds through AAA 1-B to operate the program. While a small number of CVTs use general funds or CDBG dollars to offer chore services for their senior homeowners, most seniors in the county do not have access to this type of assistance. Recognizing the non-feasibility of a county-wide, centralized solution, this new approach emerged to help local CVTs develop the capacity to deliver these vital services at the municipal level.

Older adult chore services are important for several reasons, as they address various needs and challenges that seniors often face as they age.

- **Maintaining Independence:** Many older adults value their independence and prefer to age in their own homes. Chore services help them maintain their autonomy by providing assistance with tasks that might become difficult due to physical limitations or health issues.
- **Physical Safety:** As people age, certain chores and household tasks can become hazardous, increasing the risk of accidents or injuries. Chore services ensure that these tasks are completed safely, reducing the likelihood of falls or other accidents. With driveways plowed, they can receive their Meals on Wheels, and get safely to vital appointments or to the mailbox. Homes that are externally well maintained are less likely to be targets of crime or attract vermin.
- **Mental and Emotional Wellbeing:** Aging can sometimes lead to feelings of loneliness and isolation. Regular visits from chore service providers not only help seniors with tasks but also provide social interaction, reducing feelings of loneliness and improving mental well-being. Chore services can help improve a senior's quality of life. During warm months, seniors can enjoy their yards and connect with their neighbors outdoors. They can avoid feelings of shame or embarrassment about not being able to keep their properties in good condition. They can avoid the stresses of managing these chores on their own.
- **Financial Welfare:** Low-income older adults may not have funds in their budget to pay companies to provide lawn care and snow removal. Homes that are neglected lose value and require costly home repairs. If communities help seniors offset this expense, they will be able to better stretch their budgets to cover bills, food, and medicine.

PROJECT DESCRIPTION

Funds through this award are being made available to help Oakland County Cities, Villages, and Townships (CVTs) scale capacity to deliver sustainable chore services for seniors. The funds allocated for this mini grant project are to be used expressly for the purpose of designing and implementing a locally operated pilot senior chore program that can ideally be sustained beyond the grant period. OLHSA's Toolkit contains recommendations, considerations, and templates to provide a road map for this process of program design, implementation, and evaluation.

Phase 1-Program Planning

Inventory Needs and Resources

- Explore the scope and depth of need for senior chore services by gathering community input
 - Learn how many seniors need the services
 - Assess the types of services that are most needed
 - Identify their priorities
- Perform a scan of a community's existing resources, potential partners, and capacity
- Develop a final budget
- Engage with OLHSA consultant for technical assistance

Note: Some communities may need less planning time as they simply need to scale up or expand current services.

Design Program

- Finalize eligibility and prioritization criteria
- Settle on types of services to be provided
- Select the best mode of service delivery
 - CVTs can contract with local landscape companies or use in-house employees.
 - Partner with OLHSA for enrollment services or use employees
- Determine the program capacity i.e. level of service to be provided (quantity, frequency, duration)
- Identify and procure contractors and/or developing a staffing plan
- Develop an outreach and marketing plan
- Establish written program policies

Phase 2-Program Implementation



- Promote Program
- Certify and enroll households
- Deliver yard services
- Perform monitoring and oversight
- Provide customer service functions to participating households (complaints, inquiries)
- Complete and submit programmatic reporting and fiscal invoicing
- Engage with OLHSA consultant on progress check-ins and ongoing technical assistance

Phase 3- Program Evaluation and Sustainability

- Assess program outcomes and outputs
- Reflect on successes and failures and identify lessons learned
- Incorporate course corrections into design of program
- Formulate a funding plan for continuation beyond mini-grant
- Transition to CDBG or other funds

REQUIRED ACTIVITIES AND USE OF FUNDS

Participant Eligibility and Enrollment

Mini-grant funds must be used on the planning and implementation of a yard service program for residents who at least 62 years of age with an income at or under 80% of HUD area median income. CVTs may also elect to serve income eligible residents who are younger than 62 with a physical disability. If the number of qualifying households exceeds the amount of available funds, CVTs may establish stricter eligibility criteria based on priorities designed to serve those most in need such as the oldest or lowest income residents.

CVTs may use written self-declaration of age and income and are not required to collect proofs. CVTs must establish written policies on eligibility, prioritization processes, and enrollment procedures. CVTs must create and maintain a waiting list of eligible applicants once capacity has been reached. CVTs must comply with non-discrimination practices in their outreach and enrollment. CVTs must engage in outreach to make those most in need aware of the services.

NOTE: CVTs may allocate 15% of their award to OLHSA to provide the following activities:

- Promote and perform outreach to recruit seniors for the senior yard program



- Send enrollment packets and correspondence prior to each season to existing participants
- Assist new prospective participants with application procedures
- Collect eligibility documentation
- Certify and enroll applicants
- Provide a list of eligible clients to municipality within established timeline.
- Continue to collect applications, certify eligibility, maintain a waiting list, and move people off the waiting list as vacancies in the program occur
- Provide referrals and linkages to enrolled clients, ineligible applicants, and those on the waiting list

Allowable Direct Yard Services

Through staffing or contractors, CVTs will provide some or all of the following yard services:

- Snow removal*
- Lawn mowing*
- Yard Clean Up
- Bush Trimming
- Gutter Cleaning

CVT ELIGIBILITY AND AWARD AMOUNTS

Approval Process and Criteria

Because this is a pilot project and all communities are encouraged to participate, awards will be automatic for eligible applicants although the funded amount may be less than requested.

CVT Applicants must meet the following **basic eligibility criteria**:

- The applicant must be an Oakland County City, Village or Township (CVT) in good standing with both the State of Michigan and the Internal Revenue Service.
- Applicants must have the capacity to track demographic data of participating senior households and to provide regular updates of the age, gender, race, and home zip code of all participants. Applicants must also be able to report on the progress of outcomes.
- Applicants must assure a willingness and intention to continue successful programs to the extent possible beyond funding period through CDBG, general funds, or other grants.



Funding Methodology: OLHSA and Oakland County used the following factors to create a formula based on data from the federal census American Community Survey (ACS) to determine funding ranges for CVTs.

- Numbers of households with a member 65+
- Number of household at 80% AMI
- Number of 65 years olds below the poverty level

See Funding Matrix on page 9 to see the funding range for each CVT. Each CVT’s demographic data is available upon request should it be helpful in informing funding requests.

Funding Request Ranges (funds cover the entire grant period)

CVT Category	Minimum	Maximum
A	\$ 5,000	\$ 5,000
B	\$ 5,000	\$ 10,000
C	\$ 10,000	\$ 15,000
D	\$ 15,000	\$ 30,000
E	\$ 30,000	\$ 60,000
F.	\$ 60,000	\$100,000
G	\$100,000	\$130,000

There will be two application periods. Round One will close on May 31, 2024. Round Two will open in late summer/ early fall and is open only to CVTs who did not apply during Round One. Following Round Two, all remaining funds will redistributed by the formula and made available to CVTS that were awarded mini grants and wish to apply for additional funds.

AWARD AND PROJECT PERIOD TIMELINE

- During the Round One application period ending May 31, 2024, there will be a rolling approval process and applications will be approved and funded as they are submitted during each round.
- CVTs can expect to receive their sub recipient award within 30 days of receipt of their application.



- The Round Two application period will open in late summer/early fall of 2024 and there will be a rolling approval process and applications will be approved and funded as they are submitted during each round. CVTs can expect to receive their sub recipient award within 30 days of receipt of their application and their advance, if elected, within 30 days of their sub recipient agreement.
- All funds received under this grant must be spent within the performance period of May 1, 2024- July 30, 2026.
- No extensions to the spending period will be granted, including no-cost extensions.

COMPLIANCE

- Grant award recipients will be required to submit quarterly reports that document the number of households served and household demographics.
- Funds received through this grant must be spent on allowable programs or services in Oakland County and/or to support eligible Oakland County residents as defined on page 4-5.
- Funding cannot be designated for capital purchases or improvements. Funding can be used to purchase program materials or equipment if yard services will not be contracted out.
- Contractors must be properly licensed and insured.
- Grant recipients must work cooperatively with OLHSA through periodic progress check-ins.

ROUND ONE APPLICATION PROCEDURES AND DEADLINES

CVTs must submit an application form ([found here](#)) and preliminary budget ([found here](#)) to mariev@olhsa.org by May 31, 2024. Final budgets will be due by September 30, 2024.

CVT's not applying for Round One are asked to complete and submit the Letter of Intent form ([found here](#)) indicating their interest in or noninterest in Round Two funding to guide us in allocating funds.

Please submit questions to: mariev@olhsa.org

RESOURCES AND SUPPORT

- See attached Tool Kit that was created to be a “How to Guide” for CVTs developing their local chore projects. Besides outlining steps, recommendations, and considerations, it contains sample program forms, client letter templates, cost-estimate planning worksheet, and a contractor RFQ packet.
- On page 10, there is a list of landscape companies who have indicated that they have capacity to perform chore services for Oakland County CVTs. OLHSA is not endorsing these companies but simply providing some options in case CVTs cannot identify contractors.
- OLHSA:
 - Pre-Award: OLHSA is available to meet with CVT staff prior to application to provide any information that will help guide the decision to apply, the requested amount, service type or mode of delivery, etc.
 - Post-Award:
 - OLHSA is available for ongoing technical assistance to all participating CVTs.
 - As detailed in this document, OLHSA can be retained to perform outreach, enrollment and certification of senior households.

City, Village or Township	Round One Funding Range	Round One Funding Range (total for 3 years)	City, Village or Township	Round One Funding Range	Round One Funding Range (total for 3 years)	
Lake Angelus City	A	\$5,000.00	Milford Township	D	\$15,000-\$30,000	
Novi Township	A		Brandon Township	D		
Leonard Village	A		Birmingham City	D		
Clarkston City	A		Ferndale City	D		
Ortonville Village	A		Auburn Hills City	D		
Lathrup Village City	A		Oxford Township	D		
Lake Orion Village	A		Hazel Park City	D		
Pleasant Ridge City	A		Southfield Township	D		
Sylvan Lake City	A		Highland Township	E		\$30,000-\$60,000
Orchard Lake City	A		Independence Township	E		
Oxford Village	A		Orion Township	E		
Northville City	B		Oak Park City	E		
Franklin Village	B	White Lake Township	E			
Royal Oak Township	B	Novi City	E			
Keego Harbor City	B	Commerce Township	E			
Bloomfield Hills City	B	Madison Heights City	F	\$60,000-\$100,000		
Huntington Woods City	B	Bloomfield Township	F			
Groveland Township	B	Royal Oak City	F			
Wolverine Lake Village	B	Rochester Hills City	F			
Addison Township	B	West Bloomfield Township	G		\$100,000-\$130,000	
Milford Village	B	Pontiac City	G			
Rose Township	C	Farmington Hills City	G			
Rochester City	C	Waterford Township	G			
Holly Village	C	Troy City	G			
Walled Lake City	C	Southfield City	G			
Beverly Hills Village	C					
Oakland Township	C					
Bingham Farms Village	C					
Berkley City	C					
Springfield Township	C					
Farmington City	C					
South Lyon City	D	\$15,000-\$30,000				
Holly Township	D					
Wixom City	D					
Clawson City	D					
Lyon Township	D					



Contractors Interested in providing Yard Services

1. Lakeview Lawn service and Landscaping: Samuel Burrell 248-212-2355. Lakeview Lawn Service provides Lawn service, Snow removal, Bush trimming, and gutter cleaning. They service all of Oakland County and can take up to 400 new clients. lakeviewlawnservice2021@gmail.com
2. Goldstar Landscaping: Richard Pitman: 248-979-3287. Goldstar provides lawn mowing, snow removal, yard cleanups, and bush trimming. They have openings in Holly Village, Holly Township, City of Pontiac, Rose Township, Springfield Township, and Groveland Township. 83rickap@gmail.com
3. Mow view Landscape & Windows: Jay Vonty 248-961-5064. They provide lawn mowing, snow removal, bush trimming, yard cleanup, gutter cleaning and outside window washing. They have openings in Troy, Waterford and White Lake Township. Jamesjayvonty@gmail.com