

# ANN ARBOR CHARTER TOWNSHIP BOARD OF TRUSTEES MEETING AGENDA

Monday, May 19, 2025, at 7:30 PM  
Township Office, 3792 Pontiac Trail, Ann Arbor MI 48105

To participate via video conference call - [Click here to register](#) or [Visit aatwp.org](#)

## I. CALL TO ORDER ESTABLISH QUORUM

## II. APPROVAL OF BOARD OF TRUSTEES MINUTES

- 1) April 21, 2025, Regular Board Meeting

## III. CITIZEN PARTICIPATION Citizen Participation on Agenda items only. Public Comment regarding non-agenda items is at the end of the meeting.

## IV. APPROVE THE AGENDA AND CONSENT AGENDA

- A. Claims Listing: 4-17-25 to 5-16-25 for \$346,809.79
- B. Approve the Change order #2 for North Dixboro Road Path Gap Design and Permitting for \$22,180
- C. Approve the Fire Department Purchase Request for repair of Apparatus in the amount of \$8,436.06.
- D. Reappoint Karen Mendelson to serve on the Planning Commission for a term ending July 1, 2027.

## V. ANNEXATIONS, ORDINANCES, ZONING, RESOLUTION

- A. Presentation of the 2024 Audit – Ken Palka
- B. First Quarter Financial Presentation – Colleen Coogan, Comptroller
- C. Approval of first Quarter Budget Amendment
- D. Approve Agreement of General Consulting Services between Ann Arbor Township, Michigan and Stantec Consulting – Eric Humesky
- E. Approve a new website provider and platform – Kristine Bolhuis, Deputy Clerk
- F. Resolution to Designate Township Clerk as the FOIA Coordinator
- G. Ordinance to Amend Chapter 30, Fire Department, Section 66, “Charges Imposed”
- H. 2025 Ann Arbor Township Road Agreement

- I. Resolution directing Amendment to Blueberry Lane Public Roadway Special Assessment District Roll Under Michigan Act 188 of the Public Acts of 1954, as amended
  - 1) Set a Public Hearing on the Amended Roll
- J. Ordinance to Amend Chapter 70, "Installation of New Connections"

## **VI. REPORTS, DISCUSSIONS**

### **A. Supervisor's Report**

- 1) **Donated Parcel Closing**
- 2) **Request for Professional Services for the Design of Potable Water Ground Storage Tank**

### **B. Clerk's Report**

### **C. Treasurer's Report**

### **D. Planning Commission Report – May 15, 2025, Workshop**

### **E. Committee Report**

- 1) **Farmland Open Space and Preservation Board Report**
- 2) **Utility Committee – May 1, 2025**
- 3) **Climate Resilience Committee – May 12, 2025**
- 4) **Zoning Board of Appeals**
- 5) **Public Safety Committee**
- 6) **Farm Policy and Communication – May 6, 2025**
- 7) **Roads Committee**

### **F. Utilities Department Report**

### **G. Public Safety Report**

- 1) **Washtenaw County Sheriff's Department**
- 2) **Fire Department – Chief Mark Nicholai**

### **H. Building Department Report**

## **VII. INFORMATION ONLY ITEMS**

## **VIII. NON-AGENDA ITEMS**

## **IX. PUBLIC COMMENT**

## **X. ADJOURNMENT**



**ANN ARBOR CHARTER TOWNSHIP  
BOARD OF TRUSTEES MEETING  
MINUTES OF MEETING – MONDAY, April 21, 2025  
TOWNSHIP OFFICES  
3792 PONTIAC TRAIL, ANN ARBOR MI  
7:30 PM**

**I. CALL TO ORDER, ESTABLISH QUORUM**

Supervisor O’Connell called the Ann Arbor Charter Township Board of Trustees meeting to order at 7:30 PM on April 21, 2025.

Present: Supervisor Diane O’Connell  
Clerk Rena Basch  
Treasurer Carlene Colvin-Garcia  
Trustee John Allison  
Trustee Eric Kaldjian  
Trustee Peter Kotila

Absent: Trustee Della DiPietro

Also Present: Attorney Lehman, Bodman PLC  
Rick Judkins, Utilities Department  
Mark Nicholai, Fire Chief

**II. APPROVAL OF BOARD OF TRUSTEES MINUTES**

**A. Regular Meeting March 17, 2025**

**MOTION by Colvin-Garcia, supported by Kotila, to approve the minutes of the March 17, 2025, regular meeting as written.**

**Motion passed unanimously by voice vote.**

**B. Closed Session Meeting March 17, 2025**

**MOTION by Colvin-Garcia, supported by Allison, to approve the minutes of the March 17, 2025, closed meeting as with the following correction:**

- **Add Colvin-Garcia as in attendance and record her vote as “yes”**

**Motion passed unanimously by voice vote.**

**III. CITIZEN PARTICIPATION**

None

**IV. APPROVE THE AGENDA AND CONSENT AGENDA**

**MOTION by Allison, supported by Basch, to approve the Agenda and Consent Agenda with the following changes:**

- Remove item F under section IV (Approve Amount UB 14 Blower) -- move to utility report
- Remove item K under section V (Ordinance to Amend Chapter 70, Utilities) -- to be addressed at a separate meeting

**Motion passed unanimously by voice vote**

**Consent Agenda:**

- Claims Listing: 3-12-25 to 4-16-25 in the amount of \$345,656.56.
- Appoint Eric Kaldjian to the Tilian Committee.
- Appoint Inga Gruss to the Climate Resilience Committee.
- Approve contract agreement with Bob Tinker at the rate of \$50/hour.
- Approve TAZ Networks Managed IT Care Agreement, conditioned on Attorney Review

**V. ANNEXATIONS, ORDINANCES, ZONING, RESOLUTIONS**

**A. Washtenaw County Road Commission (WCRC) – Matt MacDonnell, Adam Lape**

**Discussion:**

Road Commission Director Matt MacDonnell presented the local road funding packet for 2025, explaining that Ann Arbor Township's share is approximately \$39,000 in matching funds. The proposed projects include two segments of Maple Road (unpaved portions). MacDonnell noted that Maple Road is a boundary road and suggested reaching out to Scio Township for potential cost-sharing.

Board members discussed several road-related concerns:

- Trustee Allison acknowledged improvements to Gleaner Hall and Stein Roads with limited forestry work, which he found effective.
- Earhart Road conditions were raised as an ongoing concern due to heavy truck traffic, with discussion about maintenance challenges and potential improvements.
- Traffic noise from trucks was discussed, with inquiries about potential speed limit reductions for large trucks.
- Concerns about queueing on Earhart Road were raised, with discussion about installing "no standing" signs near entrances.
- The Board inquired about recent improvements to Chalmers and Blakeway Roads, which Adam Lape confirmed were due to general grading and stone patching.

The Board also discussed the upcoming Joy Road Bridge work scheduled for late May/June, followed by Warren Road Bridge next year. Trustees expressed interest in obtaining estimates for Ford Road and three sections of Warren Road as potential priorities if Scio Township declines to partner on Maple Road.

The township will email the Road Commission with their project requests, and the Road Commission representatives agreed to attend the next Board meeting on May 19, 2025, when final decisions will be made.

**B. Resolution Requesting that WCRC change Woodridge Drive to Woodridge Avenue**

**Discussion:**

Supervisor O'Connell explained that Woodridge Avenue appears on all Tech Park documents, site plans, business cards, addresses, assessing records, taxation records, and GIS maps, while the road sign incorrectly displays "Woodridge Drive." The resolution would correct this discrepancy.

**MOTION by Allison, supported by Kaldjian, to approve the resolution requesting that the Washtenaw County Road Commission change the road name from Woodridge Drive to Woodridge Avenue.**

**Motion passed unanimously by voice vote.**

**C. Barton Hills Extravaganza – Emily Price, Barton Hills Country Club**

**Discussion:**

Emily Price from Barton Hills Country Club presented the annual Extravaganza event scheduled for June 27, 2025, starting at 6:00 PM. The event typically draws 800-1,000 attendees and includes fireworks, a carnival, and DJs. Price noted that in recent years they've moved the carnival from across the street to the driving range, making the event safer. Fire Chief Nicholai confirmed there were no concerns with the application. The event is similar to previous years with Barton Hills paying for cost recovery for fire services.

**MOTION by Basch, supported by Colvin-Garcia, to approve the Barton Hills Extravaganza Special Event Permit with the conditions that it is subject to attorney review, the pre-event inspection and approval must be obtained from the fire department prior to ignition, and all personnel lighting the fireworks must be over 18.**

**Motion passed unanimously by voice vote.**

**D. CLOSED SESSION**

**MOTION by Kaldjian, supported by Colvin-Garcia, to enter closed session at 8:01 PM to consider the purchase of real property pursuant to Section 8(1)(d) of the Michigan Open Meetings Act (MCL 15.268(1)(d)).**

**Roll Call Vote:**

Allison – Yes  
Kaldjian – Yes  
Basch – Yes  
O'Connell – Yes

DiPietro – Absent  
Kotila – Yes  
Colvin-Garcia – Yes

**Motion passed unanimously by members present.**

**MOTION by Allison, supported by Kotila, to return to open session.**

**Motion passed unanimously by voice vote.**

**MOTION by Allison, supported by Kotila, to approve the minutes from closed session.**

**Motion passed unanimously by voice vote.**

**MOTION by Allison, supported by Kotila, to authorize the supervisor to execute the purchase agreement for application 2017-1 not to exceed \$195,000.**

**Motion passed unanimously by voice vote.**

**E. Farmland Development Rights Agreements and Conservation Easements – Barry Lonik**

**Discussion:**

Barry Lonik provided an update on issues surrounding the Farmland Development Rights Agreements (FDRAs) and conservation easements. In 2019, the Cooks conveyed an easement on their Earhart Road farm to the Township. They were enrolled in the PA-116 program, and the state provided a consent agreement for the easement. The Cooks received tax refunds for 2019-2022 but did not receive their refund for 2023 (\$11,000).

The issue appears to be that the state now believes the previously provided consents are no longer valid. This affects approximately 150 cases statewide, including several in Washtenaw County. Some landowners have received letters from the state treasury department saying they owe tax plus interest.

The Michigan Department of Agriculture and Rural Development (MDARD) has proposed amending all conservation easements to add the state as a co-grantee. Lonik has proposed an alternative solution: amending the statute to clarify definitions and specify that easements can be granted to any applicable entity, including townships.

Lonik identified six properties in Ann Arbor Township that are enrolled with FDRAs, three of which had consents at the time of easement conveyance (Cook, Cat, and Z properties). Four other properties enrolled in the program after easements were in place.

Senator Schenck, chair of an agriculture committee, will be hosting a listening session at the township on May 6th at 4:00 PM to discuss agricultural and farming-related issues.

**F. Resolution Directing Closing on Donated Parcel**

**Discussion:**

The Board discussed completing the due diligence process for a donated parcel and proceeding with closing.

**MOTION by Allison, supported by Kaldjian, to approve the resolution directing closing on the donated parcel.**

**Motion passed unanimously by voice vote.**

**G. Conflict of Interest Ordinance to Amend Chapter 2, Administration Article VI, Boards and Commissions, Division 1 Planning Commission, Second Reading**

**Discussion:**

The Board discussed the definition of "business associate" in the context of the conflict of interest ordinance. Members clarified that a business associate does not mean simply someone who works at the same company, but rather someone with whom a member is intimately involved in doing business. The Board directed that this interpretation be reflected in the meeting minutes.

**MOTION by Kotila, supported by Basch, to adopt the ordinance to amend Chapter 2, Administration Article VI, Boards and Commissions, Division 1 Planning Commission.**

**Motion passed unanimously by voice vote.**

**H. Additions to the Employee Manual**

**Discussion:**

The Board discussed updates to the employee manual required by the Michigan Earned Sick Time Law that became effective in February. The changes include:

1. Modifying sick time policies to comply with the law, which requires one hour of sick time for every 30 hours worked
2. Extending sick time benefits to part-time, seasonal, and temporary workers
3. Maintaining equivalent benefits for full-time employees
4. Moving to half-hour increments for time tracking purposes

Additionally, the Board reviewed guidance on interactions with federal law enforcement, providing protocol for township staff when dealing with law enforcement or being served with court papers.

**MOTION by Colvin-Garcia, supported by Kotila, to approve changes to the employee manual to align with the new earned sick time law.**

**Motion passed unanimously by voice vote.**

**MOTION by Allison, supported by Kaldjian, to approve guidance on interactions with federal law enforcement policy.**

**Motion passed unanimously by voice vote.**

**I. Energy Audit Recommendations – Climate Resilience Committee**

**Discussion:**

Carlene Colvin-Garcia presented recommendations from the Climate Resilience Committee regarding the ASHRAE Level 2 audits for Township Hall, Fire Station 1, and Fire Station 2. After meeting with township staff (Rick Judkins, Peter Pace, and Louie Kemp), the committee recommended prioritizing building envelope improvements rather than HVAC replacements.

Key priorities include:

1. Insulating the stairwell area, which is currently very cold and causes significant heat loss
2. Addressing the front door area where there are gaps and single-pane windows
3. Adding card access to doors for improved security and tracking

The committee is working with Bob Tinker, who conducted the audit, to develop bid specifications. The funding will come from the remaining \$56,000 of the grant, with a September deadline for spending. The Board agreed that focusing on envelope improvements would provide better energy efficiency than replacing HVAC equipment that would still have to overcome significant heat loss.

No formal motion was required as the changes did not affect the total grant amount, but the Board supported the committee's changed priorities.

**J. Resolution Appointing Code Enforcement Officer**

**Discussion:**

The Board discussed appointing Barry Waldron as the new code enforcement officer. Waldron joined via Zoom to introduce himself to the board. He has been an Ann Arbor area resident for over 10 years, is a property owner in Lodi Township, and previously served as code enforcement officer for the City of Saline for three years. He has been a certified assessor for six years and currently works as the assessor of record for another township in Michigan.

The resolution includes granting Waldron the authority to enforce codes and ordinances and to write citations and violation notices.

**MOTION by Colvin-Garcia, supported by Basch, to approve the resolution appointing Barry Waldron as Code Enforcement Officer.**

Motion passed unanimously by voice vote.

**K. Ordinance to amend Section 74-605 Tree and Woodland Preservation Ordinance**

**Discussion:**

The Board discussed the second reading of the ordinance to amend the Tree and Woodland Preservation Ordinance. The Planning Commission had worked on this ordinance for approximately a year and a half.

**MOTION by Allison, supported by Basch, to approve the ordinance to amend Chapter 74, Zoning, Article 5, Supplementary District Regulations, Section 74-605, Tree and Woodland Resource Preservation.**

Motion passed unanimously by voice vote.

**VI. REPORTS, DISCUSSIONS**

**A. Supervisor's Report – O'Connell**

**Discussion of Updates and Action Items from Supervisor's Report:**

- **Michigan Public Service Commission Electrification Grant:** A grant application has been submitted for rooftop solar for Township Hall and Fire Station 1, including battery storage. The decision is expected in December with potential January start.
- **Roof Assessment:** O'Connell has asked for roof assessment and estimates for Township Hall, as repairs would be needed before any solar installation.
- **Tree Giveaway:** The Climate Committee hosted a successful tree giveaway with approximately 250 residents participating. The event was very popular, with the parking lot filling up and lines extending out the door within an hour. Bur oak and serviceberry trees were particularly popular.
- **Invasive Species Removal:** During the tree giveaway, residents signed up to help remove invasive garlic mustard from the Tilian farm. An event is planned for late May.
- **Rattlesnake Update:** The township is continuing to work on mitigation, fencing, and protected areas for the Eastern Massasauga Rattlesnake. Meetings with EGLE and DNR are ongoing.
- **Sheriff's Department Updates:** Quarterly meetings have begun with the Washtenaw County Sheriff to discuss budgeting and contracts. The township's contract ends in 2027, but there are budget issues that may affect service.
- **Senator Schenck Listening Session:** A listening session focused on agricultural and farming issues is scheduled for May 6th at 4:00 PM.

**B. Clerk's Report – Basch**

**Discussion of Updates and Action Items from Clerk's Report:**

- **Website and Communication Improvements:** The Clerk is evaluating a potential change from the current website (.org) to a .gov domain. The change would provide better

security against spoofing and fraud. The team is also considering switching from WordPress to a municipal-specific platform like Civic Plus.

- **Standard Operating Procedures:** The Clerk's office has created additional standard operating procedures for administrative processes to ensure smooth transitions.

#### C. Treasurer's Report – Colvin-Garcia

##### Discussion of Updates and Action Items from Treasurer's Report:

- **Tax Collection:** The Treasurer reported that the township is solvent and finances are moving in the right direction.
- **Newsletter Update:** The newsletter is on track to hit mailboxes by mid-May.

#### D. Planning Commission Report April 7, 2025 – Allison

##### Discussion:

The Planning Commission has been working on the Master Plan implementation matrix and is close to finalizing it. Following Jill Lada's departure, Randy Perry is now the vice chair of the Planning Commission.

#### E. Committee Reports

##### 1. Farmland Open Space and Preservation Board Report - March 31, 2025

Barry Lonik presented the main issues during his report on Farmland Development Rights Agreements.

##### 2. Utility Committee

Has not met but will meet soon.

##### 3. Climate Resilience Committee – March 10, 2025, April 14, 2025

Presented recommendations for energy audit implementation as discussed earlier.

##### 4. Zoning Board of Appeals – March 18, 2025

Zoning Board of Appeals meeting was mentioned but no details provided.

##### 5. Public Safety Committee

Meeting discussions focused on Sheriff's Department contract issues.

##### 6. Farm Policy and Communication – April 7, 2025

Senator Schenck will be attending their May 6th meeting.

##### 7. Tilian Committee

The committee needs to schedule a meeting to discuss hoop house repair proposals. Cost estimates for repairs are quite high (approximately \$70,000), and the committee will need to decide whether to proceed since there are currently no tenants using the hoop houses.

##### 8. Roads Committee

Discussed road priorities during the Road Commission presentation.

**F. Utilities Department Report**

**Discussion:**

Rick Judkins presented a request to purchase a U-Mount blower (4,800 CFM) to maintain the township's walking trails. The blower would attach to the front of the Kubota and help clear gravel that accumulates on the paths from road work, which creates hazardous walking conditions. The cost is \$5,608 from Site 1, an Ann Arbor-based company.

**MOTION by Allison, supported by Basch, to approve the purchase of a blower for \$5,608.**

**Motion passed unanimously by voice vote.**

**G. Public Safety Report**

- 1) Washtenaw County Sheriff's Department – Report is included in the packet
- 2) Fire Department – Chief Mark Nicholai – Report is included in the packet

**H. Building Department Report**

Report is included in the packet

**VII. INFORMATION ONLY ITEMS**

- a. Spark Annual Impact Report
- b. SEMCOG General Assembly Presentation
- c. WCRC Spring Township Update

**VIII. NON-AGENDA ITEMS**

None

**IX. PUBLIC COMMENT**

None

**X. ADJOURNMENT**

**MOTION by Colvin-Garcia, supported by Basch, to adjourn the meeting.**

**Motion passed unanimously by voice vote.**

**The meeting was adjourned at 10:43 PM.**

**From:** [Jill Lada](#)  
**To:** [Diane O'Connell](#)  
**Subject:** Comment for board meeting  
**Date:** Monday, April 21, 2025 5:07:32 PM

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I urge you to start the public input process for land currently owned and soon to be owned by the township. It is going to be a long process, and should be inclusive and thorough.

Gathering public input for the future of Tilian could be a place to start. In my opinion, now is a good time to overhaul the current program.

Please wait to put any new land into PDR until a community-wide vision has been established.

Thank you,

Jill Lada

Green Things Farm

3825 Nixon Rd, Ann Arbor, MI 48105

Ann Arbor Township Assistant to the Clerk

**CAUTION:** This email originated from outside of Ann Arbor Charter Township. **DO NOT** click on links or open attachments unless you were expecting the email, recognize the sender, and know the content is safe.

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND						
Dept 000 OTHER REVENUE ACCOUNT						
101-000-202.002		HEALTH INSURANCE	BLUE CARE NETWORK	HEALTH INSURANCE	8,029.23	2089701053
101-000-202.003		HEALTH INSURANCE	BLUE CROSS & BLUE	HEALTH INSURANCE	16,078.95	2089701054
101-000-202.005		Life & Disability	HARTFORD LIFE &	Life & Disability Insurance	2,493.35	2089701057
101-000-202.006		DELTA INSURANCE	DELTA DENTAL PLAN OF	DELTA INSURANCE	1,435.22	2089701055
101-000-232.000		EMPLOYEE REIMBURSEMENT	VERIZON WIRELESS	CELLPHONES FEB 20TH- MAR 19TH	40.01	2089701061
Total For Dept 000 OTHER REVENUE ACCOUNT					28,076.76	
Dept 101 BOARD OF TRUSTEES						
101-101-725.000		MEMBERSHIP-DUES	MICHIGAN TOWNSHIPS	2025 MTA CAPITAL CONFERENCE	90.00	38431
101-101-725.000		MEMBERSHIPS - DUES	ANN ARBOR SPARK	ANN ARBOR SPARKS CONTRIBUTION	2,000.00	38437
101-101-818.000		SERVICE CONTRACTS	MARLA KIMMEL	MINUTES	300.00	38420
101-101-909.000		ADVERTISING/PUBLISHING	DETROIT LEGAL NEWS	ORDINANCE NOTICE	40.00	38445
101-101-909.000		ADVERTISING/PUBLISHING	DETROIT LEGAL NEWS	ZONING ORDINANCE NOTICE	45.00	38446
Total For Dept 101 BOARD OF TRUSTEES					2,475.00	
Dept 228 TECHNOLOGY						
101-228-818.000		SERVICE CONTRACTS	TAZ NETWORKS INC	COMPUTER INSTALLATION FOR FRONT	1,092.00	38423
101-228-818.000		AATWP WEBSITE SUPPORT	JCM MEDIA GROUP LLC	AATWP WEBSITE SUPPORT	300.00	2089701058
101-228-818.000		SERVICE CONTRACTS	MICROSOFT CORPORATION	MICROSOFT 365 DUPLICATE BILL	(136.71)	2089701036
101-228-818.000		IT SERVICE AND APPS	TAZ NETWORKS INC	IT SERVICE AND APPS	1,415.10	2089701036
101-228-980.000		PURCHASES	AMAZON.COM LLC	WEB CAM	27.99	2089701036
Total For Dept 228 TECHNOLOGY					2,698.38	
Dept 253 TREASURER						
101-253-955.200		CONVENTION & CONFERENCES	KELLOGG HOTEL &	HOTEL FOR MGFOA SPRING SEMINAR	149.80	2089701036
Total For Dept 253 TREASURER					149.80	
Dept 257 ASSESSOR						
101-257-811.000		LEGAL FEES	HALLAHAN & ASSOCIATES	LEGAL FEES	335.34	38418
101-257-818.000		SERVICE CONTRACTS	WAYNE COUNTY APPRAISAL	ASSESSING SERVICES	5,284.58	38426
101-257-957.100		GENERAL OPERATING	BS&A SOFTWARE	PERMIT APPLICATION & ASSESSING	1,539.00	38412
Total For Dept 257 ASSESSOR					7,158.92	
Dept 261 OPERATIONS						
101-261-727.000		OFFICE SUPPLIES	AMAZON.COM LLC	BATTERY BACKUP AND CHECK FOLDER	54.96	2089701036
101-261-727.000		OFFICE SUPPLIES	STAPLES	OFFICE SUPPLIES	165.94	2089701036
101-261-727.000		OFFICE SUPPLIES	VISTAPRINT USA	BUSINESS CARDS FOR CODE	26.48	2089701036
101-261-728.000		COPIER LEASE	LEAF	COPIER LEASE	302.50	2089701060
101-261-798.000		SUBSCRIPTIONS/BOOKS	MICHIGAN TOWNSHIPS	TOWNSHIP BOOKS/GUIDES	273.15	38453
101-261-818.000		SERVICE CONTRACTS	AKT PEERLESS	PHASE 2 ENVIRONMENTAL SITE	6,687.06	38407
101-261-818.000		SERVICE CONTRACTS	AKT PEERLESS	ENVIRONMENTAL ASSESSMENT FOR	4,987.94	38436
101-261-818.000		SERVICE CONTRACTS	TETRA TECH	MASSEY LAKE SAMPLING AND WETLAND	193.00	38463
101-261-818.002		BANK FEES	BANK OF ANN ARBOR	BANK FEES	65.26	2089701052
101-261-851.000		TELECOMMUNICATIONS	VERIZON WIRELESS	CELLPHONES FEB 20TH- MAR 19TH	132.18	2089701061
101-261-851.000		TV AND INTERNET	COMCAST CABLE	TV AND INTERNET	65.00	2089701036
101-261-955.000		MISCELLANEOUS	EMPOWER RETIREMENT	INTEREST DUE TO UNCASHED CHECK	255.26	2089701056
101-261-955.000		MISCELLANEOUS	ENGEL NURSERY	TREE SEEDLINGS FOR EARTH DAY	377.60	2089701036

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND						
Dept 261 OPERATIONS						
Total For Dept 261 OPERATIONS					13,586.33	
Dept 265 BUILDINGS AND GROUNDS						
101-265-818.000		JANITORIAL SERVICES	JNS FACILITY	JANITORIAL SERVICES	695.00	2089701059
101-265-920.000		Gas Charges : 3792	DTE Energy Company	Gas Charges : 3792 Pontiac Trl	565.47	2089701041
101-265-933.000		REPAIR & MAINTENANCE	AVERAGE JOE PEST	PEST CONTROL	1,690.00	38432
Total For Dept 265 BUILDINGS AND GROUNDS					2,950.47	
Dept 266 LEGAL & PROFESSIONAL						
101-266-802.000		ENGINEERING FEES	JIMMY JOHNS	BOARD OF REVIEW MEAL	81.79	2089701036
101-266-802.000		Task-200-General-	Stantec Consulting	Task-200-General-Consultation-AAT-	1,891.00	38461
101-266-806.000		CONSULTANTS - OTHER	AKT PEERLESS	ENVIRONMENTAL CONSULTING SERVICE	7,265.37	38407
101-266-806.000		CONSULTANTS - OTHER	STEVEN WRIGHT	GRAVEL PIT CONSULTANT	11,800.00	38422
101-266-806.000		CONSULTANTS - OTHER	ANN BURKE	GRANT CONSULTING	775.00	2089701062
101-266-806.000		CONSULTANTS - OTHER	ASTI ENVIRONMENTAL	ENVIRONMENT SITE ASSESSMENT FOR	2,400.00	38438
101-266-807.000		AUDIT	PFEFFER, HANNIFORD &	AUDITING SERVICES	10,250.00	38456
101-266-811.000		LEGAL FEES	JESSE O'JACK	LEGAL FEES	360.00	38419
101-266-811.000		General	Bodman PLC	General	5,250.00	38439
101-266-811.000		LEGAL FEES	JESSE O'JACK	PROSECUTION LEGAL FEES	270.00	38450
101-266-811.010		Litigation - Mid Michigan	Bodman PLC	Litigation - Mid Michigan Material	18,930.00	38439
101-266-811.017		LITIGATION- PAULETTE	FOSTER, SWIFT, COLLINS	LEGAL FEES	1,435.00	38417
Total For Dept 266 LEGAL & PROFESSIONAL					60,708.16	
Dept 272 FARMLAND SUPPORT						
101-272-818.000		SERVICE CONTRACTS	MARLA KIMMEL	MINUTES	400.00	38420
101-272-920.001		4400 Pontiac Trl/Tilian	DTE Energy Company	4400 Pontiac Trl/Tilian Farm	68.65	2089701041
101-272-933.002		REPAIRS & MAINTENANCE-	TRACTOR SUPPLY CREDIT	CHEST HANDLES AND HARDWARE	41.95	2089701040
Total For Dept 272 FARMLAND SUPPORT					510.60	
Dept 701 PLANNING COMMISSION						
101-701-725.000		MEMBERSHIP-DUES	MICHIGAN ASSOCIATION	MEMBERSHIP DUES	725.00	38452
101-701-801.000		24 MP Update	CARLISLE-WORTMAN	24 MP Update	1,475.00	38441
101-701-811.000		Planning Commission	Bodman PLC	Planning Commission	525.00	38439
Total For Dept 701 PLANNING COMMISSION					2,725.00	
Dept 702 ZONING						
101-702-605.000		ZONING BOARD OF APPEALS	VENTURE DESIGNS	REFUND OF ZBA APPLICATION	450.00	38433
101-702-806.000		Zoning Admin	CARLISLE-WORTMAN	Zoning Admin	1,229.50	38441
Total For Dept 702 ZONING					1,679.50	
Dept 901 CAPITAL PURCHASES						
101-901-976.001		EQUIP PURCH OVER \$5	SITE ONE LANDSCAPE	MOUNTED BLOWER FOR DIXBORO TRAIL	5,497.20	38460
Total For Dept 901 CAPITAL PURCHASES					5,497.20	
Total For Fund 101 GENERAL FUND					128,216.12	
Fund 105 DEVELOPMENT RIGHTS MONITORING						
Dept 266 LEGAL & PROFESSIONAL						
105-266-806.000		CONSULTANTS - OTHER	TREEMORE ECOLOGY &	FARMLAND CONSULTING	109.60	38424

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 105 DEVELOPMENT RIGHTS MONITORING						
Dept 266 LEGAL & PROFESSIONAL						
105-266-806.000		CONSULTANTS - OTHER	TREEMORE ECOLOGY &	DEVELOPMENT RIGHTS CONSULTING	75.00	38464
Total For Dept 266 LEGAL & PROFESSIONAL					184.60	
Total For Fund 105 DEVELOPMENT RIGHTS MONITORING					184.60	
Fund 205 PUBLIC SAFETY FUND						
Dept 266 LEGAL & PROFESSIONAL						
205-266-807.000		AUDIT	PFEFFER, HANNIFORD &	AUDITING SERVICES	2,000.00	38456
Total For Dept 266 LEGAL & PROFESSIONAL					2,000.00	
Total For Fund 205 PUBLIC SAFETY FUND					2,000.00	
Fund 206 FIRE FUND						
Dept 228 TECHNOLOGY						
206-228-818.000		SERVICE CONTRACTS	MICROSOFT CORPORATION	MICROSOFT 365	(117.89)	2089701036
206-228-818.000		IT SERVICE AND APPS	TAZ NETWORKS INC	IT SERVICE AND APPS	1,105.50	2089701036
206-228-980.000		PC Install / Connections	TAZ NETWORKS INC	PC Install / Connections (3)	1,450.00	38423
206-228-980.000		Replacement Keyboard	AMAZON.COM LLC	Replacement Keyboard Computer	441.99	2089701036
206-228-980.000		New PC Adapter to	OFFICEMAX/OFFICE DEPOT	New PC Adapter to Projecter	25.96	2089701036
206-228-980.000		Internet Connection	TAZ NETWORKS INC	Internet Connection Hardware	1,206.66	38462
Total For Dept 228 TECHNOLOGY					4,112.22	
Dept 261 OPERATIONS						
206-261-727.000		Copy Paper	QUILL CORPORATION	Copy Paper	75.99	38457
206-261-728.000		COPIER LEASE	LEAF	COPIER LEASE	302.50	2089701060
206-261-728.000		Printer Cartridges	AMAZON.COM LLC	Printer Cartridges Station 1	52.29	2089701036
206-261-728.000		Copying / Printer	OBM	Copying / Printer	670.90	2089701036
206-261-742.000		Tool Mounting Brackets	WITMER PUBLIC SAFETY	Tool Mounting Brackets	359.96	38428
206-261-742.000		Brush Fire Brooms (12)	FIRE SAFETY USA	Brush Fire Brooms (12)	288.70	2089701036
206-261-742.000		Rack Materials	HOME DEPOT USA INC	Rack Materials	142.22	2089701036
206-261-742.000		Tools	CARPENTER BROS.	Tools	42.37	38442
206-261-742.000		Rescue 1 and 2 - Foam	CSI EMERGENCY	Rescue 1 and 2 - Foam	310.00	38444
206-261-742.000		Replacement TIC Charger	MACQUEEN EMERGENCY	Replacement TIC Charger	535.78	38451
206-261-742.000		Pick Axe	WITMER PUBLIC SAFETY	Pick Axe	378.94	38467
206-261-742.001		EMS Supplies	BOUND TREE MEDICAL,	EMS Supplies	537.40	38409
206-261-818.000		TV AND INTERNET	COMCAST CABLE	TV AND INTERNET	330.17	2089701036
206-261-818.000		Haz-mat Team Response	WASHTENAW COUNTY	Haz-mat Team Response	3,870.33	38465
206-261-821.000		Dispatch Services	EMERGENT HEALTH	Dispatch Services	2,388.30	38415
206-261-821.000		Dispatch Services	EMERGENT HEALTH	Dispatch Services	2,388.30	38447
206-261-851.000		TELECOMMUNICATIONS	VERIZON WIRELESS	CELLPHONES FEB 20TH- MAR 19TH	482.34	2089701061
206-261-851.000		TV AND INTERNET	COMCAST CABLE	TV AND INTERNET	176.95	2089701036
206-261-933.000		Mixed Fuel for Small	CARPENTER BROS.	Mixed Fuel for Small Engines	178.19	38414
206-261-933.000		Mixed Fuel for Small	TRACTOR SUPPLY CREDIT	Mixed Fuel for Small Engines	171.96	2089701040
206-261-933.000		Paint	CARPENTER BROS.	Paint	40.96	38442
206-261-933.000		Hydraulic Tools	MACQUEEN EMERGENCY	Hydraulic Tools Maintenance	370.00	38451
206-261-955.000		Bar Code Equipment	ORCA SCAN	Bar Code Equipment Software	40.00	2089701036
206-261-955.000		Station Supplies	SAM'S CLUB/SYNCHRONY	Station Supplies	192.26	2089701036
206-261-955.000		Rivet Tool / Paint	CARPENTER BROS.	Rivet Tool / Paint Roller	57.98	38442

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 206 FIRE FUND						
Dept 261 OPERATIONS						
206-261-980.000		2 Manikins	LAERDAL	2 Manikins	736.70	2089701036
Total For Dept 261 OPERATIONS					15,121.49	
Dept 265 BUILDINGS AND GROUNDS						
206-265-920.000		Gas Charges : 3792	DTE Energy Company	Gas Charges : 3792 Pontiac Trl	1,869.44	2089701041
206-265-933.000		Caulk / Toilet Wax Gasket	CARPENTER BROS.	Caulk / Toilet Wax Gasket	35.45	38414
206-265-933.000		REPAIR & MAINTENANCE	AVERAGE JOE PEST	PEST CONTROL	1,690.00	38432
206-265-933.000		Final Invoice for Station	PERFORMANCE ROOFING	Final Invoice for Station 2 Roor	91,900.85	38434
Total For Dept 265 BUILDINGS AND GROUNDS					95,495.74	
Dept 266 LEGAL & PROFESSIONAL						
206-266-807.000		AUDIT	PFEFFER, HANNIFORD &	AUDITING SERVICES	2,300.00	38456
206-266-811.000		Fire Department	Bodman PLC	Fire Department	300.00	38439
Total For Dept 266 LEGAL & PROFESSIONAL					2,600.00	
Dept 270 PERSONNEL						
206-270-723.000		Bricker- Vaccinations	OCCUPATIONAL HEALTH	Bricker- Vaccinations	171.00	38455
206-270-746.001		Extrication Golves	VICTORY STEEL	Extrication Golves	613.00	38425
206-270-746.001		Helmet Shield - Umfleet	Engine Company Leather	Helmet Shield - Umfleet	78.49	2089701036
206-270-746.001		SF Boots	MACQUEEN EMERGENCY	SF Boots	2,481.65	38451
206-270-746.001		Gear Cleaner	MUNICIPAL EMERGENCY	Gear Cleaner	132.78	38454
206-270-746.001		5 - Helmet Shields	WITMER PUBLIC SAFETY	5 - Helmet Shields	1,450.89	38467
206-270-961.000		Pediatric EMS Training	AMERICAN HEART	Pediatric EMS Training Materials	154.61	2089701036
206-270-961.001		Drivers Training TTT	BRIGHTON AREA FIRE	Drivers Training TTT Program	130.00	38411
206-270-961.001		Training Foam	MUNICIPAL EMERGENCY	Training Foam	416.05	38421
206-270-961.001		Training Prop	HOME DEPOT USA INC	Training Prop	51.08	2089701036
206-270-961.001		10 Drivers Training	VFIS	10 Drivers Training Manuals	224.00	2089701036
Total For Dept 270 PERSONNEL					5,903.55	
Dept 596 TRANSPORTATION						
206-596-748.000		GASOLINE & DIESEL	BP PRODUCTS NORTH	MARCH BP BILL	265.69	38410
206-596-748.000		GASOLINE & DIESEL	BP PRODUCTS NORTH	BP GAS	355.70	38440
206-596-748.000		Fuel	CORRIGAN OIL COMPANY	Fuel	1,338.41	38443
206-596-933.000		Engine 2 Replacement	AMAZON.COM LLC	Engine 2 Replacement Headlights	630.00	2089701036
206-596-933.000		CAR WASH MEMBERSHIP	ZIPPY AUTO WASH LLC	CAR WASH MEMBERSHIP	29.99	2089701036
206-596-933.000		Battery Core Return -	ADVANCE AUTO PARTS -	Battery Core Return - CREDIT	48.14	38435
206-596-933.000		Replacment Steps E2 /	CSI EMERGENCY	Replacment Steps E2 / Water Sensor	1,163.30	38444
Total For Dept 596 TRANSPORTATION					3,831.23	
Total For Fund 206 FIRE FUND					127,064.23	
Fund 211 GRANTS FUND						
Dept 261 OPERATIONS						
211-261-955.002	CEM	COMMUNITY ENERGY	WESTSIDE SOLUTIONS	EV CHARGING STATION FINAL PAYMENT	12,414.50	38427
211-261-955.002	CEM	COMMUNITY ENERGY	HOME DEPOT USA INC	WALL PLATES FOR LIGHTS	12.60	2089701036
Total For Dept 261 OPERATIONS					12,427.10	
Dept 262 ELECTION						

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 211 GRANTS FUND						
Dept 262 ELECTION						
211-262-980.000		PURCHASES	HOME DEPOT USA INC	LOCKED MAILBOX	313.28	2089701036
Total For Dept 262 ELECTION					313.28	
Dept 270 PERSONNEL						
211-270-955.200		CONVENTION & CONFERENCES	MICHIGAN MUNICIPAL	BASIC INSTITUTE FOR TREASURER	599.00	38430
Total For Dept 270 PERSONNEL					599.00	
Total For Fund 211 GRANTS FUND					13,339.38	
Fund 219 STREET LIGHTING FUND						
Dept 265 BUILDINGS AND GROUNDS						
219-265-920.000		FC streetlights	DTE Energy Company	FC streetlights	409.27	2089701042
Total For Dept 265 BUILDINGS AND GROUNDS					409.27	
Total For Fund 219 STREET LIGHTING FUND					409.27	
Fund 225 FARMLAND PRESERVATION						
Dept 266 LEGAL & PROFESSIONAL						
225-266-806.000		CONSULTANTS - OTHER	TREEMORE ECOLOGY &	FARMLAND CONSULTING	3,836.55	38424
225-266-806.000		CONSULTANTS - OTHER	TREEMORE ECOLOGY &	FARMLAND CONSULTING	1,782.00	38464
Total For Dept 266 LEGAL & PROFESSIONAL					5,618.55	
Total For Fund 225 FARMLAND PRESERVATION					5,618.55	
Fund 249 BUILDING DEPARTMENT FUND						
Dept 228 TECHNOLOGY						
249-228-818.000		SERVICE CONTRACTS	BS&A SOFTWARE	PERMIT APPLICATION & ASSESSING	124.00	38412
249-228-818.000		SERVICE CONTRACTS	MICROSOFT CORPORATION	MICROSOFT 365 DUPLICATE BILL	(40.28)	2089701036
249-228-980.000		PURCHASES	AMAZON.COM LLC	BATTERY BACKUP AND CHECK FOLDER	79.99	2089701036
Total For Dept 228 TECHNOLOGY					163.71	
Dept 261 OPERATIONS						
249-261-812.000		INSPECTOR COSTS	GARY WOELKE	INSPECTIONS	3,320.00	38448
249-261-812.000		INSPECTOR COSTS	JAMES RATLIFF	INSPECTIONS	1,280.00	38449
249-261-812.000		INSPECTOR COSTS	RICK PLISKO	INSPECTIONS	1,400.00	38458
249-261-812.000		INSPECTOR COSTS	RYAN MILLER	INSPECTIONS	640.00	38459
249-261-851.000		TELECOMMUNICATIONS	VERIZON WIRELESS	CELLPHONES FEB 20TH- MAR 19TH	82.24	2089701061
Total For Dept 261 OPERATIONS					6,722.24	
Dept 266 LEGAL & PROFESSIONAL						
249-266-806.000		CONSULTANTS - OTHER	CARLISLE-WORTMAN	4800 E HURON	572.50	38413
249-266-806.000		CONSULTANTS - OTHER	CARLISLE-WORTMAN	4800 E HURON RIVER DR PLAN REVIEW	270.00	38441
249-266-807.000		AUDIT	PFEFFER, HANNIFORD &	AUDITING SERVICES	700.00	38456
Total For Dept 266 LEGAL & PROFESSIONAL					1,542.50	
Dept 596 TRANSPORTATION						
249-596-748.000		GASOLINE & DIESEL	BP PRODUCTS NORTH	MARCH BP BILL	109.36	38410
249-596-748.000		GASOLINE & DIESEL	BP PRODUCTS NORTH	BP GAS	36.50	38440

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 249 BUILDING DEPARTMENT FUND						
Dept 596 TRANSPORTATION						
Total For Dept 596 TRANSPORTATION					145.86	
Total For Fund 249 BUILDING DEPARTMENT FUND					8,574.31	
Fund 592 UTILITIES FUND						
Dept 228 TECHNOLOGY						
592-228-818.000		SERVICE CONTRACTS	MICROSOFT CORPORATION	MICROSOFT 365 DUPLICATE BILL	(40.27)	2089701036
Total For Dept 228 TECHNOLOGY					(40.27)	
Dept 261 OPERATIONS						
592-261-818.000		PORTABLE TOILET	PARKWAY SERVICES, INC	PORTABLE TOILET	130.00	2089701036
592-261-818.000		SERVICE CONTRACTS	CITY OF ANN ARBOR	BACTI SAMPLING	136.00	2089701063
592-261-851.000		TELECOMMUNICATIONS	VERIZON WIRELESS	CELLPHONES FEB 20TH- MAR 19TH	173.37	2089701061
592-261-933.000		REPAIR & MAINTENANCE	CARPENTER BROS.	HARDWARE	66.17	38414
592-261-933.000		REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT	HARDWARE	65.92	2089701040
592-261-933.000		REPAIR & MAINTENANCE	AMAZON.COM LLC	WEBCAM FOR CLERK DEPARTMENT	34.98	2089701036
592-261-933.000		REPAIR & MAINTENANCE	D.R TRAILER SALES INC	PINTLE LOCK	229.00	2089701036
592-261-933.000		REPAIR & MAINTENANCE	HOME DEPOT USA INC	HARDWARE	152.87	2089701036
592-261-933.000		REPAIR & MAINTENANCE	MENARD INC	HARDWARE	71.52	2089701036
592-261-933.000		REPAIR & MAINTENANCE	CARPENTER BROS.	HARDWARE	40.44	38442
592-261-933.000		REPAIR & MAINTENANCE	WEINGARTZ SUPPLY CO	ELECTRIC STARTER	279.84	38466
Total For Dept 261 OPERATIONS					1,380.11	
Dept 265 BUILDINGS AND GROUNDS						
592-265-920.000		UTILITIES	AMERIGAS PROPANE LP	PROPANE	753.06	38408
592-265-920.000		4620 E Huron Dr	DTE Energy Company	4620 E Huron Dr	2,254.41	2089701041
Total For Dept 265 BUILDINGS AND GROUNDS					3,007.47	
Dept 266 LEGAL & PROFESSIONAL						
592-266-802.000		Task-201-Utilities-	Stantec Consulting	Task-201-Utilities-Consultation-	12,745.75	38461
592-266-807.000		AUDIT	PFEFFER, HANNIFORD &	AUDITING SERVICES	12,000.00	38456
Total For Dept 266 LEGAL & PROFESSIONAL					24,745.75	
Dept 270 PERSONNEL						
592-270-725.000		MEMBERSHIPS - DUES	AMERICAN PUBLIC WORKS	APWA MEMBERSHIP	270.00	2089701036
592-270-725.000		MEMBERSHIPS - DUES	AMERICAN WATER WORKS	AWWA DUES	431.00	2089701036
592-270-955.200		CONVENTION & CONFERENCES	GRAND TRAVERSE RESORT	HOTEL FOR MICHIGAN RURAL WATER	558.20	2089701036
Total For Dept 270 PERSONNEL					1,259.20	
Dept 537 SALES/PURCHASES OF W&S						
592-537-777.000		METER EQUIPMENT PURCHASES	FERGUSON WATERWORKS	RETURN OF WATER METERS	11,177.45	38429
Total For Dept 537 SALES/PURCHASES OF W&S					11,177.45	
Dept 596 TRANSPORTATION						
592-596-748.000		GASOLINE & DIESEL	BP PRODUCTS NORTH	MARCH BP BILL	444.05	38410
592-596-748.000		GASOLINE & DIESEL	BP PRODUCTS NORTH	BP GAS	437.09	38440
592-596-933.000		CAR WASH MEMBERSHIP	ZIPPY AUTO WASH LLC	CAR WASH MEMBERSHIP	59.98	2089701036
Total For Dept 596 TRANSPORTATION					941.12	

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 UTILITIES FUND						
Total For Fund 592 UTILITIES FUND					42,470.83	
Fund 702 ESCROW FUND						
Dept 000 OTHER REVENUE ACCOUNT						
702-000-249.044		Legal Fees	Bodman PLC	Legal Fees	450.00	38439
702-000-249.077		Enginereering Fees	Stantec Consulting	Enginereering Fees	2,042.00	38461
702-000-249.078		Enginereering Fees	Stantec Consulting	Enginereering Fees	84.00	38461
702-000-249.081		Enginereering Fees	Stantec Consulting	Enginereering Fees	5,037.50	38461
702-000-262.079		Enginereering Fees	Stantec Consulting	Enginereering Fees	1,088.40	38461
702-000-262.085		Enginereering Fees	Stantec Consulting	Enginereering Fees	1,163.40	38461
702-000-262.088		Enginereering Fees	Stantec Consulting	Enginereering Fees	1,563.40	38461
702-000-262.090		Enginereering Fees	Stantec Consulting	Enginereering Fees	176.00	38461
702-000-262.091		Enginereering Fees	Stantec Consulting	Enginereering Fees	1,141.80	38461
702-000-280.203		Legal Fees	Bodman PLC	Legal Fees	360.00	38439
702-000-280.203		Planning Fees	CARLISLE-WORTMAN	Planning Fees	135.00	38441
702-000-280.229		Enginereering Fees	Stantec Consulting	Enginereering Fees	292.50	38461
702-000-280.238		SP-02-24 TOYOTA 1555	Bodman PLC	Toyota Technical Center	360.00	38439
702-000-280.238		Planning Fees	CARLISLE-WORTMAN	Planning Fees	472.50	38441
702-000-280.238		Enginereering Fees	Stantec Consulting	Enginereering Fees	1,190.00	38461
702-000-280.245		Planning Fees	CARLISLE-WORTMAN	Planning Fees	2,362.50	38441
702-000-280.245		Enginereering Fees	Stantec Consulting	Enginereering Fees	1,013.50	38461
Total For Dept 000 OTHER REVENUE ACCOUNT					18,932.50	
Total For Fund 702 ESCROW FUND					18,932.50	

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101 GENERAL FUND	128,216.12
Fund 105 DEVELOPMENT	184.60
Fund 205 PUBLIC SAFET	2,000.00
Fund 206 FIRE FUND	127,064.23
Fund 211 GRANTS FUND	13,339.38
Fund 219 STREET LIGHT	409.27
Fund 225 FARMLAND PRE	5,618.55
Fund 249 BUILDING DEP	8,574.31
Fund 592 UTILITIES FU	42,470.83
Fund 702 ESCROW FUND	18,932.50
Total For All Funds:	<u>346,809.79</u>



**Stantec Consulting Michigan Inc.**  
1168 Oak Valley Drive, Suite 100, Ann Arbor MI 48108-2771

May 8, 2025

File: 2075159900

**Attention: Ms. Diane O'Connell, Township Supervisor**  
Ann Arbor Charter Township  
3792 Pontiac Trail  
Ann Arbor, Michigan 48105

Dear Ms. O'Connell,

**Reference: Change Order #2 for N. Dixboro Road Path Gap Design & Permitting  
Ann Arbor Charter Township, Washtenaw County, Michigan**

## Statement of Understanding & Scope

Given additional requirements from MDNR and USFWS upon submission of a memo and conceptual plan detailing Eastern Massasauga Rattlesnake (EMR) conservation benefits, Stantec is requesting an amendment to the project's scope and budget prior to proceeding with the following tasks:

### Task 1. Rare Plant Species Surveys and Report

Stantec will perform three (3) separate field survey mobilizations; one for each rare plant species, to the Project site, based on the target species' optimal survey periods as defined by Michigan Natural Features Inventory (MNFI) listed below.

- White Lady's Slipper (ST) – 3<sup>rd</sup> week May – 3<sup>rd</sup> week June
- Eastern Prairie Fringed Orchid (ST/FT) – 3<sup>rd</sup> week June – 3<sup>rd</sup> Week July
- Stiff Gentian (ST) – 1<sup>st</sup> week September – 4<sup>th</sup> week October

During each mobilization, a botanist will perform a pedestrian meander survey of the project site, conduct presence/absence surveys for the target plant species and document general habitat suitability/natural community conditions. Georeferenced photos will be recorded of any identified target species and a point/polygon feature will be collected for each occurrence, with a GPS capable of sub-meter accuracy. A count of the estimated number of individuals will be recorded for each occurrence.

Stantec will prepare a report that provides MDNR with documentation to support environmental clearance and/or permitting requirements. The report will provide project background information, document the conditions observed within the Project site, the methods and results of the botanical survey, including detailed data on any target listed species found. The report will include maps, a photographic log, and geospatial data for any listed species observed. Final deliverables will be submitted electronically (digital files, including pdf and GIS/CAD files). Stantec will provide a draft report to the Township for review and will respond to one (1) round of consolidated review comments to prepare the final report.

If state and/or federally threatened or endangered species are determined to be present, Stantec is required to report these findings to the Michigan Natural Features Inventory. Avoidance, minimization, and/or mitigation of any project-related impacts to the species may be required by state and/or federal regulatory agencies. Prior to beginning any activities that may impact protected species, the client is responsible for

May 8, 2025

Ms. Diane O'Connell, Township Supervisor

Page 2 of 4

Reference: Change Order #2 for N. Dixboro Road Path Gap Design & Permitting Ann Arbor Charter Township, Washtenaw County, Michigan

coordinating with applicable regulatory agencies and completing any required avoidance, minimization, and/or mitigation measures. Stantec has experience developing and implementing avoidance, minimization, and mitigation measures for state- and federally-protected plants in Michigan. While these services are not included in this Scope, Stantec can perform these as an Extra Service.

### **Assumptions**

- Field work will be completed using one team of two people for three 6-hour days;
- If found, rare plant species the location(s) will be GPS during the field surveys;
- Stantec will have complete access to the entire Project site to conduct field surveys.

The scope of work does **not** include:

- Avoidance, minimization, and mitigation measures.

### **Task 2. EMR Conservation Benefits – Engineering & Permitting**

Through discussions with MDNR, USFWS and University of Michigan's Matthaei Botanical Gardens (University), the proposed EMR conservation benefits for this project have been conceptually approved. A memo detailing this design is attached. The following scope of work is included in this task to finalize design and permitting of the EMR conservation benefits:

#### **Permitting**

- Revise permitted plans to include EMR conservation benefits: permanent 2-foot tall wildlife fencing, two (2) 12" driveway culverts intended for wildlife crossing, and educational signage.
- EGLE: Includes submission of joint permit application and associated fees. Due to the length of the red file review, the original application has been withdrawn and will be resubmitted.
- WCRC: Includes correspondence on existing Right-of-Way permit submittal to review proposed EMR conservation benefits.
- MDNR: Includes submittal of revised plans and associated EMR correspondence, and correspondence for rare plant species survey and report.

#### **Final Design and Construction Documents**

- Assumes one (1) review and revision of revised plans with above permitting agencies and stakeholders (the Township and University).
- Revision of construction specifications and engineer's probable opinion of cost to include EMR conservation benefits.

## **Schedule & Budget**

Stantec proposes commencing the work described above upon authorization. The rare plant species surveys will take place during the flowering period (May – October) for each species in 2025. Schedule for construction of the project will be dependent on the plant survey findings and associated MDNR permit, EGLE and WCRC permitting, but is anticipated to be bid in Winter/Spring 2026.

Stantec can provide the consulting engineering services detailed in this change order on a time and materials basis for a not-to-exceed fee detailed below. An updated 2025 Stantec Fee Schedule is attached for your use.

May 8, 2025

Ms. Diane O'Connell, Township Supervisor

Page 3 of 4

Reference: Change Order #2 for N. Dixboro Road Path Gap Design & Permitting Ann Arbor Charter Township, Washtenaw County, Michigan

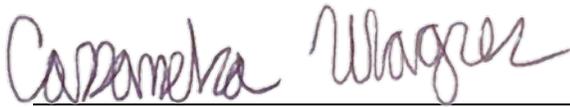
Task	Description	Estimated Fees
1	Rare Plant Species Survey and Report	\$11,873
2	EMR Conservation Benefits – Engineering & Permitting	\$10,307
	<b>Total</b>	<b>\$22,180</b>

Please review and sign this change order letter and return a copy to our office.

Please do not hesitate to contact us if you have any questions or require more information.

Regards,

**Stantec Consulting Michigan Inc.**



**Cassandra Wagner** PE  
Civil Engineer  
Phone: 734-730-5136  
Cassandra.Wagner@stantec.com



**Eric Humesky** PE  
Municipal Engineer  
Phone: 734-358-9464  
Eric.Humesky@stantec.com

cc: Brian Simons  
Mark Pascoe  
Michelle Kearns

Attachment: EMR Concept Plan  
Stantec's 2025 Fee Schedule

May 8, 2025

Ms. Diane O'Connell, Township Supervisor

Page 4 of 4

Reference: Change Order #2 for N. Dixboro Road Path Gap Design & Permitting Ann Arbor Charter Township, Washtenaw County, Michigan

**Acknowledged and Accepted:**

**Ann Arbor Charter Township**

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Name of Signer:

Title of Signer:

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, 2025

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# Memo

To: Carrie Tansy  
U.S. Fish and Wildlife Service

From: Charlie Allen  
Stantec Consulting Services, Inc.

Amy Bleisch  
Michigan Department of Natural Resources

Project/File: North Dixboro Road Path Project      Date: April 18, 2025

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**Reference: Eastern Massasauga Rattlesnake Avoidance Measures and Conservation Plan  
Proposed for the North Dixboro Road Path Project, Washtenaw County, Michigan**

**Introduction:**

Ann Arbor Charter Township (Township) is proposing to construct the North Dixboro Road Path along Dixboro Road in Washtenaw County, Michigan (Project). The path will consist of an asphalt multi-use trail approximately 0.30 mile in length connecting existing paths through the Matthaei Botanical Gardens (Matthaei) to northern Ann Arbor.

To supplement the Michigan Department of Environment, and Great Lakes and Energy (EGLE) permit application associated with the Project, Stantec Consulting Services Inc. (Stantec) was requested to develop and update designs of the pathway to provide conservation benefits for the state and federally listed eastern massasauga rattlesnake (EMR) in order for the Project to fall in agreement with Matthaei's Certificate of Inclusion (COI) under the Michigan Department of Natural Resources (DNR) Conservation Candidate Agreement with Assurances (CCAA).

**Coordination:**

Coordination with Matthaei personnel determined there are known presence of EMR within the vicinity of the Project and that the wetland identified within the Project provides habitat for the known presence of EMR and should be considered sensitive habitat for EMR. Therefore, Stantec has been in continued coordination with Matthaei to understand and develop designs that will both meet the Project's goals and benefit EMR based on Matthaei's observations of previous impacts to EMR in the area. Communication with Matthaei throughout the development of the Project identified several areas of concern and opportunities where trail design could benefit the gardens and EMR. Matthaei stressed the concern and need to develop the trail in order to reduce bike traffic through the main garden and along the existing driveways in order to reduce traffic risk for pedestrians and vehicles using the gardens. Matthaei has also observed EMR along the existing driveways with signs of being impacted by both vehicles and cyclists.

Reference: Eastern Massasauga Rattlesnake Avoidance Measures and Conservation Plan Proposed for the North Dixboro Road Path Project, Washtenaw County, Michigan

### **Construction Approach and Proposed Conservation Measures to Benefit EMR:**

Stantec has developed best management practices (BMPs) to implement during construction of the pathway to avoid direct impacts the EMR and developed long-term designs to mitigate, educate and benefit the presence of the EMR species at Matthaei to be in agreement with their COI CCAA.

BMP's proposed during construction include:

- Erosion/sediment silt control fence surrounding work areas adjacent and within the sensitive habitat.
  - Silt fence is proposed to surround the wetland and stream and an additional 50-foot buffer that will parallel the Project boundary to hinder snakes from entering the work areas.
- Daily checks will be completed by a Matthaei staff qualified biologist for snakes within the silt fence. If any snakes are observed, they shall be moved outside the work area and notification to USFWS of observation shall be completed.
- Where erosion control blankets are proposed, the use of "snake safe" landscape fabric shall be utilized within and adjacent to the sensitive habitat.
- Any work within wetlands along Matthaei's property will occur outside the hibernation period (April 15 – October 14).
- Work within the stream, for culvert extension, will be conducted during low flow months and will not include dewatering.

Long-term design and proposed conservation measures to benefit EMR include:

- Permanent 2-foot tall wildlife fencing installed along the pathway between the proposed pavement and the existing wetland extending between the two entrances of Matthaei's property.
  - Proposed wildlife fencing designs will be consistent with "AMX40 Permanent Wildlife Fencing" or of a similar design specification.
- The permanent wildlife fencing will extend to two proposed embedded 12-inch concrete culverts. The culverts will be installed below the existing driveways of Matthaei's property.
- Permanent educational EMR signage will be placed along the pathway after construction is complete.
  - Signage will detail the sensitivity of this species and conservation efforts and benefits.
- Permanent wildlife crossing zones signage will be installed near the driveway crossings to encourage slower traffic and alertness to potential EMR and other wildlife in the area.

The above proposed conservation measures are depicted on the attached EMR Conservation Conceptual Plan.

Reference: Eastern Massasauga Rattlesnake Avoidance Measures and Conservation Plan Proposed for the North Dixboro Road Path Project, Washtenaw County, Michigan

Coordination with Matthaei identified the driveways as areas where EMR impacts have been observed. The goal of installing permanent wildlife fencing in combination with culverts is to help funnel EMR, as well as other herps and wildlife, to provide a safe crossing under Matthaei's existing driveways through use of the culverts to mitigate potential future impacts as a result of vehicle and cyclist traffic. In addition, installing the 2-foot tall wildlife fence will help hinder EMR from entering the trail to reduce EMR strikes by cyclists.

One goal of the project, developed in coordination with Matthaei, is to reduce bike traffic through the garden driveways to reduce traffic issues with motor vehicles and pedestrians walking through the gardens. Therefore, the proposed trail is positioned along N. Dixboro Road connecting the two existing portions of the trail. The positioning of the trail allows for continued flow of cyclists and reduces the length of potential impact area caused by cyclist through the gardens.

It is Stantec's opinion that with the implementation of the above BMP's and proposed conservation benefits the Project would be in agreement with Matthaei's COI CCAA for the EMR.

Sincerely,

**STANTEC CONSULTING SERVICES INC.**

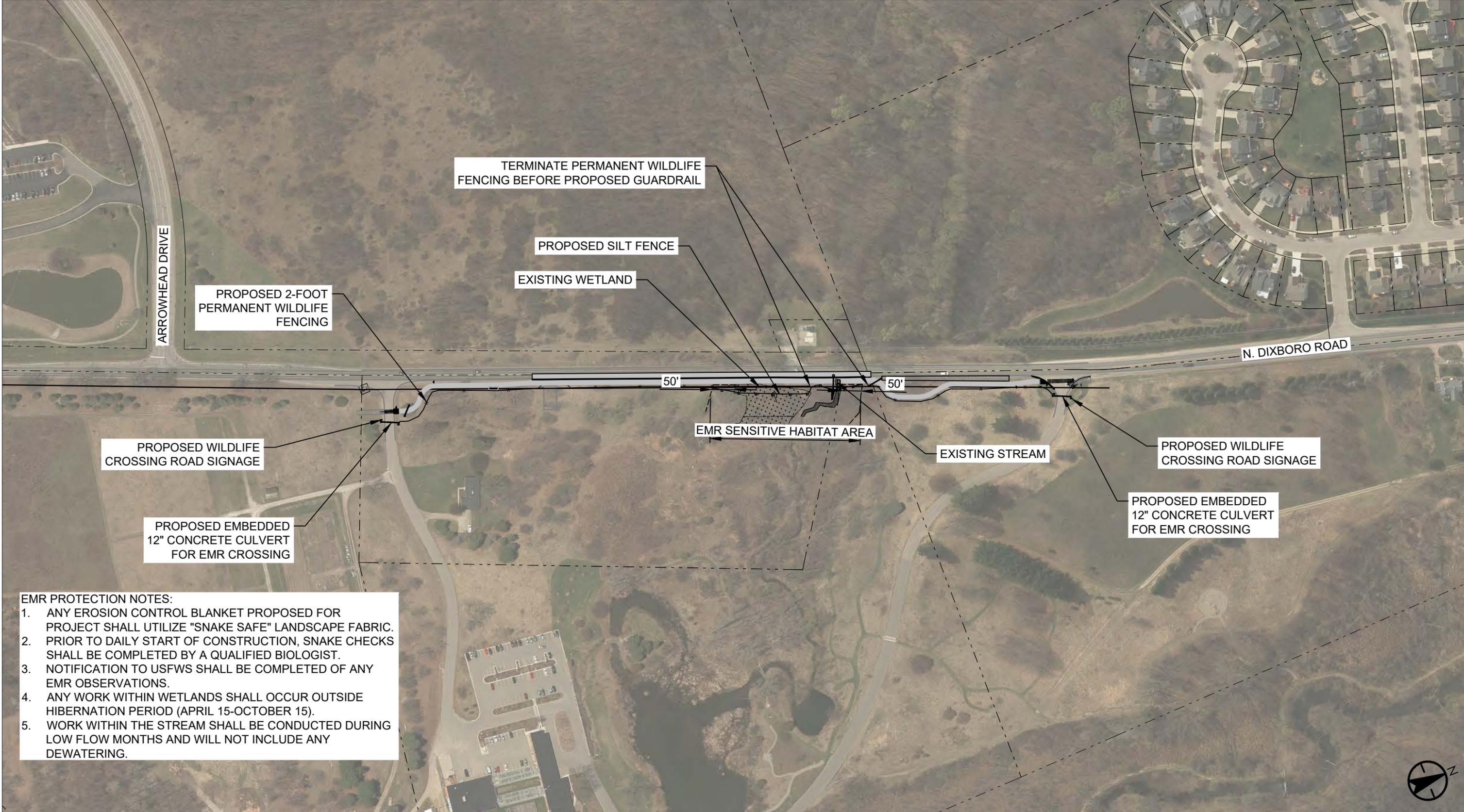


---

**Charlie Allen**  
Senior Environmental Scientist  
Phone: (614) 643-4348  
Mobile: 614-286-4616  
charlie.allen@stantec.com

Attachment: N. Dixboro Road Path EMR Conservation Plans Designs

u:\2075159900\civil\design\drawing\159900\_g-07



- EMR PROTECTION NOTES:**
1. ANY EROSION CONTROL BLANKET PROPOSED FOR PROJECT SHALL UTILIZE "SNAKE SAFE" LANDSCAPE FABRIC.
  2. PRIOR TO DAILY START OF CONSTRUCTION, SNAKE CHECKS SHALL BE COMPLETED BY A QUALIFIED BIOLOGIST.
  3. NOTIFICATION TO USFWS SHALL BE COMPLETED OF ANY EMR OBSERVATIONS.
  4. ANY WORK WITHIN WETLANDS SHALL OCCUR OUTSIDE HIBERNATION PERIOD (APRIL 15-OCTOBER 15).
  5. WORK WITHIN THE STREAM SHALL BE CONDUCTED DURING LOW FLOW MONTHS AND WILL NOT INCLUDE ANY DEWATERING.



Stantec Consulting Michigan Inc.  
 1168 OakValley Drive - Suite 100  
 Ann Arbor MI 48108  
 Tel: (734) 761-1010  
 www.stantec.com

C	REVISED PERMIT SET	CRW	MDP	2025.01.30
B	PERMIT SET	CRW	MDP	2024.03.29
A	PRELIMINARY SET	CRW	MDP	2023.08.17
Issued		By	Appd	YYYY.MM.DD



Know what's below.  
 Call before you dig.

**NOTE:**

THE LOCATIONS AND ELEVATIONS OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THIS DRAWING ARE ONLY APPROXIMATE. NO GUARANTEE IS EITHER EXPRESSED OR IMPLIED AS TO THE COMPLETENESS OR ACCURACY THEREOF. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING MISS DIG PRIOR TO CONSTRUCTION.

Client  
 ANN ARBOR CHARTER TOWNSHIP

Project  
 N. DIXBORO ROAD PATH GAP

Title  
 OVERALL PLAN

Project No.  
 2075159900

Scale  
 1" = 200'

Drawing No.  
 G-07

Sheet  
 7 of 15

2025.01.30 12:07:50 PM

Title	Hourly Rate	Description
Construction Technician CAD Technician	\$114 - \$139	<ul style="list-style-type: none"> <li>• Junior-level position</li> <li>• Independently carries out assignments of limited scope using standard procedures, methods, and techniques</li> <li>• Assists senior staff in carrying out more advanced procedures</li> <li>• Completed work is reviewed for feasibility and soundness of judgment</li> <li>• Graduate from an appropriate post-secondary program or equivalent</li> <li>• Generally, four years' work experience</li> </ul>
Engineering Assistant Engineer-In-Training Construction Technician Administrative Support	\$144 - \$158	<ul style="list-style-type: none"> <li>• Fully qualified professional position</li> <li>• Carries out assignments requiring general familiarity within a broad field of the respective profession</li> <li>• Makes decisions by using a combination of standard methods and techniques</li> <li>• Actively participates in planning to ensure the achievement of objectives</li> <li>• Works independently to interpret information and resolve difficulties</li> <li>• Graduate from an appropriate post-secondary program, with credentials or equivalent</li> <li>• Generally, six years experience</li> </ul>
CAD Manager Designer Process Designer Project Engineer Senior Project Engineer Survey Manager Construction Technician Senior Civil Engineer Environmental Engineer Survey Crew Chief	\$170 - \$189	<ul style="list-style-type: none"> <li>• First level supervisor of first complete level of specialization</li> <li>• Provides applied professional knowledge and initiative in planning and coordinating work programs</li> <li>• Adapts established guidelines as necessary to address unusual issues</li> <li>• Decisions accepted as technically accurate, however may on occasion be reviewed for soundness of judgment</li> <li>• Graduate from an appropriate post-secondary program, with credentials or equivalent</li> <li>• Generally, nine years' experience</li> </ul>
Associate Senior Associate Project Manager Field Services Manager Landscape Architect	\$195 - \$214	<ul style="list-style-type: none"> <li>• Highly-specialized technical professional or supervisor of groups of professionals</li> <li>• Provides multidiscipline knowledge to deliver innovative solutions in related field of expertise</li> <li>• Participates in short and long range planning to ensure the achievement of objectives</li> <li>• Makes responsible decisions on all matters, including policy recommendations, work methods, and financial controls associated with large expenditures</li> <li>• Reviews and evaluates technical work</li> <li>• Graduate from an appropriate post-secondary program, with credentials or equivalent</li> <li>• Generally, ten years' experience with extensive, broad experience</li> </ul>
Principal Senior Principal Vice President	\$241 - \$274  \$284 - \$290	<ul style="list-style-type: none"> <li>• Senior level consultant or management function</li> <li>• Recognized as an authority in a specific field with qualifications of significant value</li> <li>• Provides multidiscipline knowledge to deliver innovative solutions in related field of expertise</li> <li>• Independently conceives programs and problems for investigation</li> <li>• Participates in discussions to ensure the achievement of program and/or project objectives</li> <li>• Makes responsible decisions on expenditures, including large sums or implementation of major programs and/or projects</li> <li>• Graduate from an appropriate post-secondary program, with credentials or equivalent</li> <li>• Generally, fifteen years' experience with extensive professional and management experience</li> </ul>
Survey Crew	\$178 \$261	1 person crew 2 person crew



# Memo

To: Ann Arbor Charter Township Board  
From: Mark Nicholai – Fire Chief  
Cc: N/A  
Date: May 15, 2025  
Re: Purchase Request – Apparatus Repair

---

Rescue 12-1 check engine, and Stabil-track light activated. The unit was placed out-of-service, and was sent to LaFontaine Auto Dealership and Repair Center to investigate the cause of the trouble lights. The apparatus was found to have several issues that needed to be corrected:

- Engine Glow Plug Module
- Front End Alignment
- Balanced Tires
- Brakes – Front and Rear
- Fuel Filter Replaced
- Oil Change

The total cost was \$8,436.06 for all the repairs needed. I recommend that the Board authorize the cost of the repairs to LaFontaine Automotive Group, in the amount of \$8,436.06. I would further recommend that this purchase be charged to line item 206-596-933.000 - Repair & Maintenance - Transportation.

***Mark A. Nicholai***

Fire Chief

**PHP**

**PFEFFER ■ HANNIFORD ■ PALKA**  
*Certified Public Accountants*

**John M. Pfeffer, C.P.A.**  
**Patrick M. Hanniford, C.P.A.**  
**Kenneth J. Palka, C.P.A.**

*Members:*  
*AICPA Private Practice Companies Section*  
*MACPA*

**225 E. Grand River - Suite 104**  
**Brighton, Michigan 48116-1575**  
**(810) 229-5550**  
**FAX (810) 229-5578**

May 19, 2025

Charter Township of Ann Arbor  
Board of Trustees  
3792 Pontiac Trail  
Ann Arbor, MI 48105

Dear Honorable Board of Trustees:

In planning and performing our audit of the financial statements of the Charter Township of Ann Arbor as of and for the year ended December 31, 2024, in accordance with auditing standards generally accepted in the United States of America, we considered the Charter Township of Ann Arbor's internal control over financial reporting (internal control) as a basis for designing and auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given those limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This communication is intended solely for the information and use of management and the Board of Trustees and is not intended to be, and should not be, used by anyone other than these specified parties.

We would like to thank the staff and officials with whom we had contact in conducting our audit for the hospitality and cooperation we received.

Very truly yours,

*Pfeffer, Hanniford & Palka, P.C.*

**PFEFFER, HANNIFORD & PALKA**  
Certified Public Accountants

May 19, 2025

Charter Township of Ann Arbor  
Board of Trustees  
3792 Pontiac Trail  
Ann Arbor, MI 48105-9656

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, of the Charter Township of Ann Arbor for the year ended December 31, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated December 1, 2024. Professional standards also require that we communicate to you the following information related to our audit.

#### Significant Audit Matters

##### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Charter Township of Ann Arbor are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2024, except as discussed in Note 17. We noted no transactions entered into by the Charter Township of Ann Arbor during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

##### Depreciation

Management's estimate of the depreciation expense is based on the estimated useful lives and salvage value of capital assets. We evaluated the methods, assumptions, and data used to develop the depreciation expense in determining that it is reasonable in relation to the financial statements taken as a whole.

##### Leases

Management's estimate of the net present value of leases is based on the incremental borrowing rate and remaining lease term. We have evaluated the key factors and assumptions used to develop the estimate for net present value of leases in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated May 19, 2025.

### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Charter Township of Ann Arbor's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### Other Matters

We applied certain limited procedures to the Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual General Fund, Public Safety Fund, Building Fund, Capital Improvement Fund and ARPA Fund, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on combining statements and individual fund statements, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the Township and management of the Charter Township of Ann Arbor and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*Pfeffer, Hanniford & Palka, P.C.*

PFEFFER, HANNIFORD & PALKA

Certified Public Accountants

DRAFT

# Charter Township of Ann Arbor

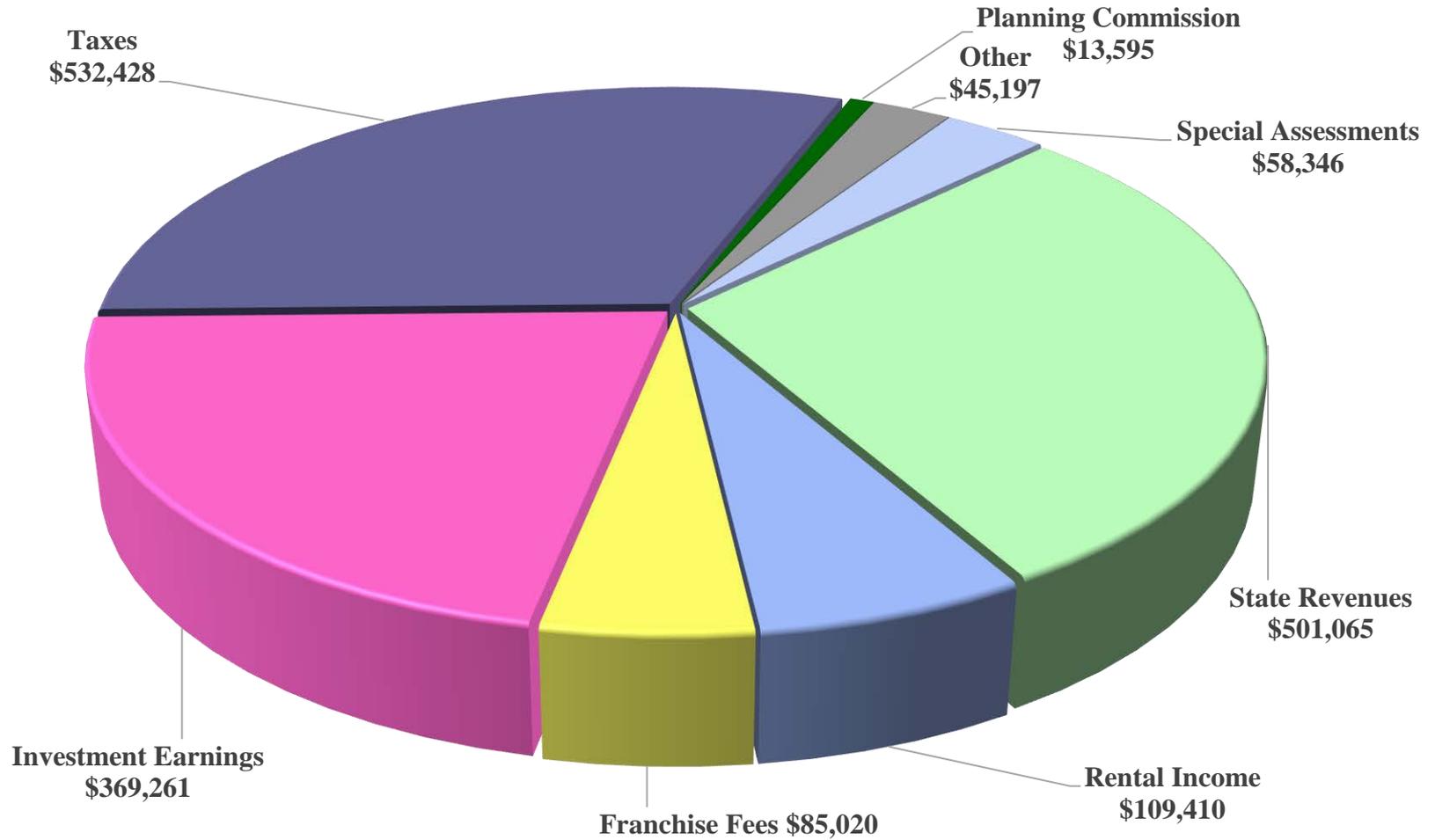
Audit Presentation  
December 31, 2024



PFEFFER, HANNIFORD & PALKA  
Certified Public Accountants

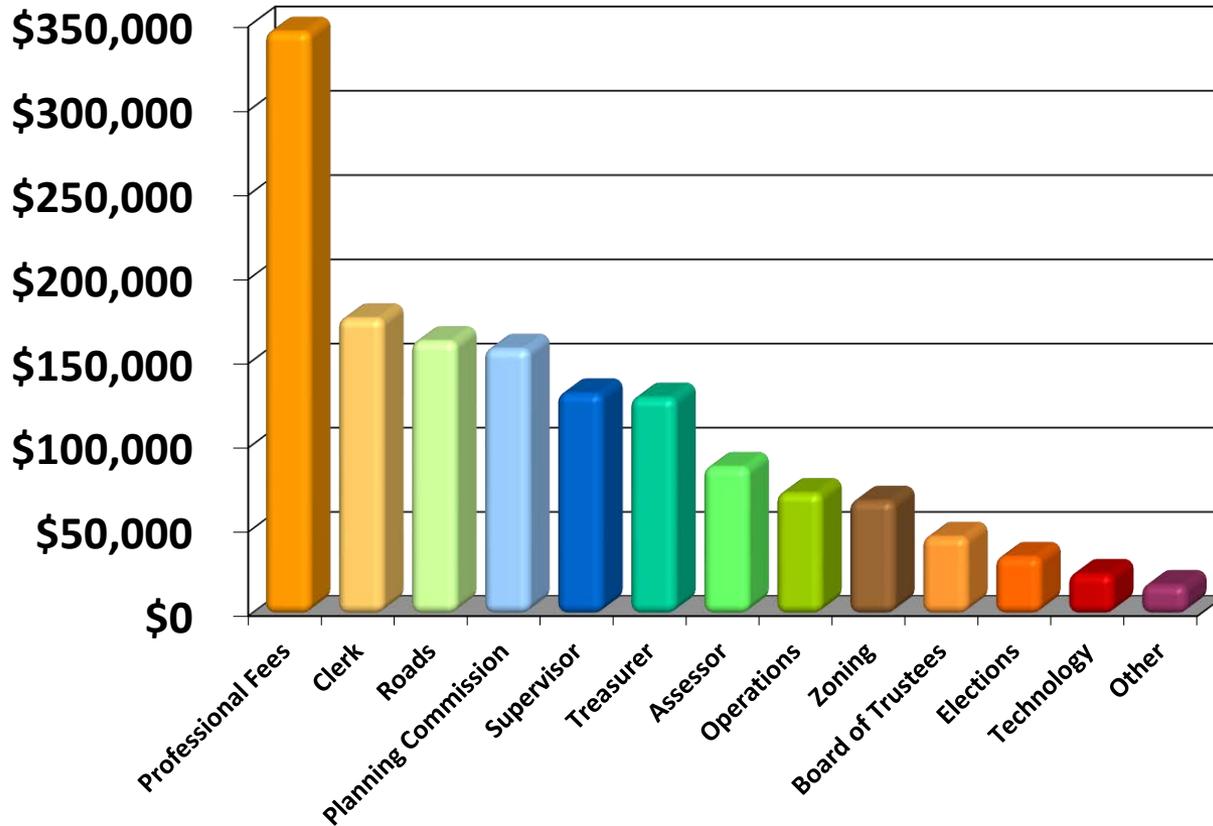
BRIGHTON, MICHIGAN

# Charter Township of Ann Arbor General Fund Revenues - Pre GASB 54 For the Year Ended December 31, 2024



**Total Revenues = \$1,714,322**

Charter Township of Ann Arbor  
General Fund Expenditures (less capital  
outlay) - Pre GASB 54  
For the Year Ended December 31, 2024



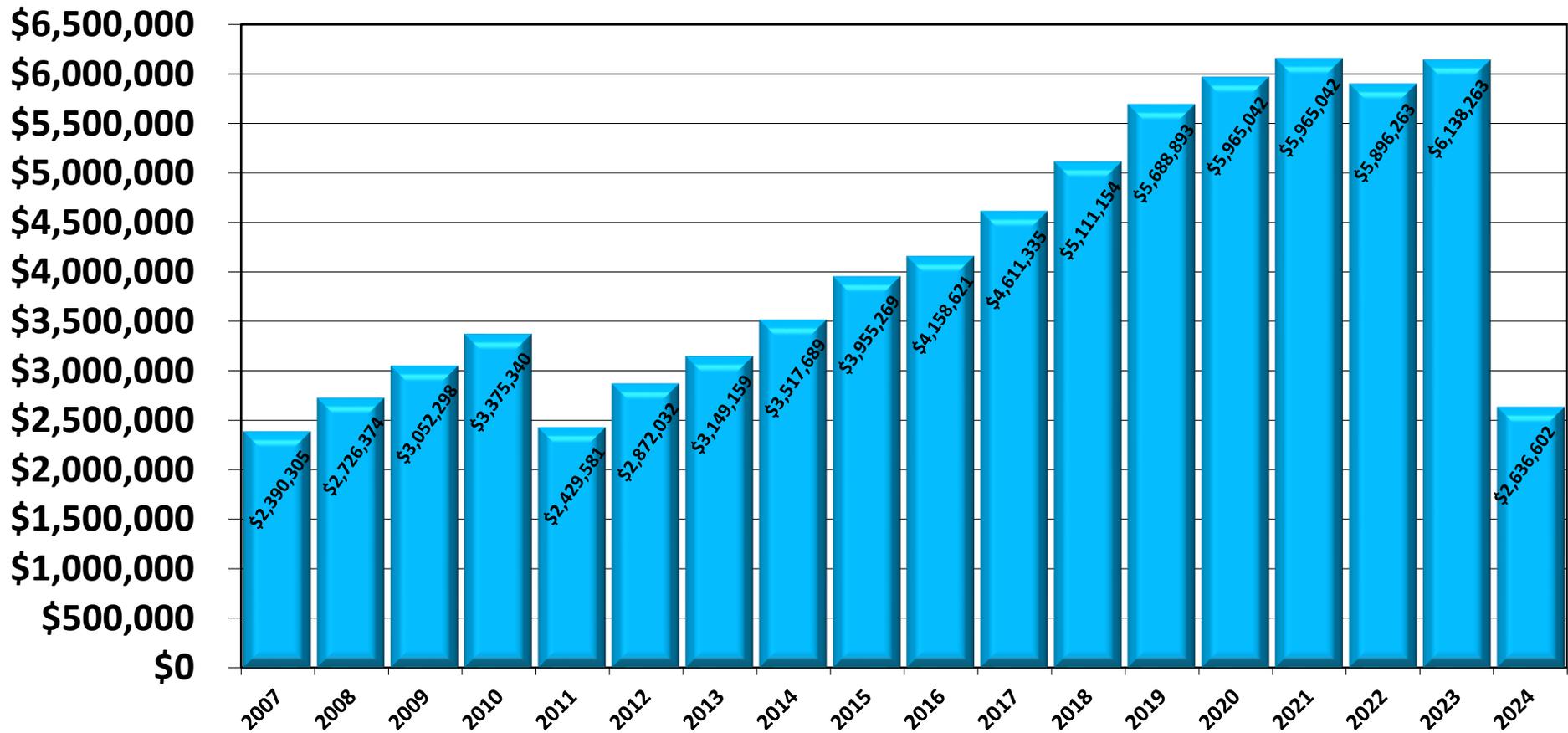
**Total Expenditures: \$11,488,349 less capital  
outlay of \$10,035,436 = \$1,452,913**

# Charter Township of Ann Arbor

## General Fund - Pre GASB 54

### Fund Balance Comparison

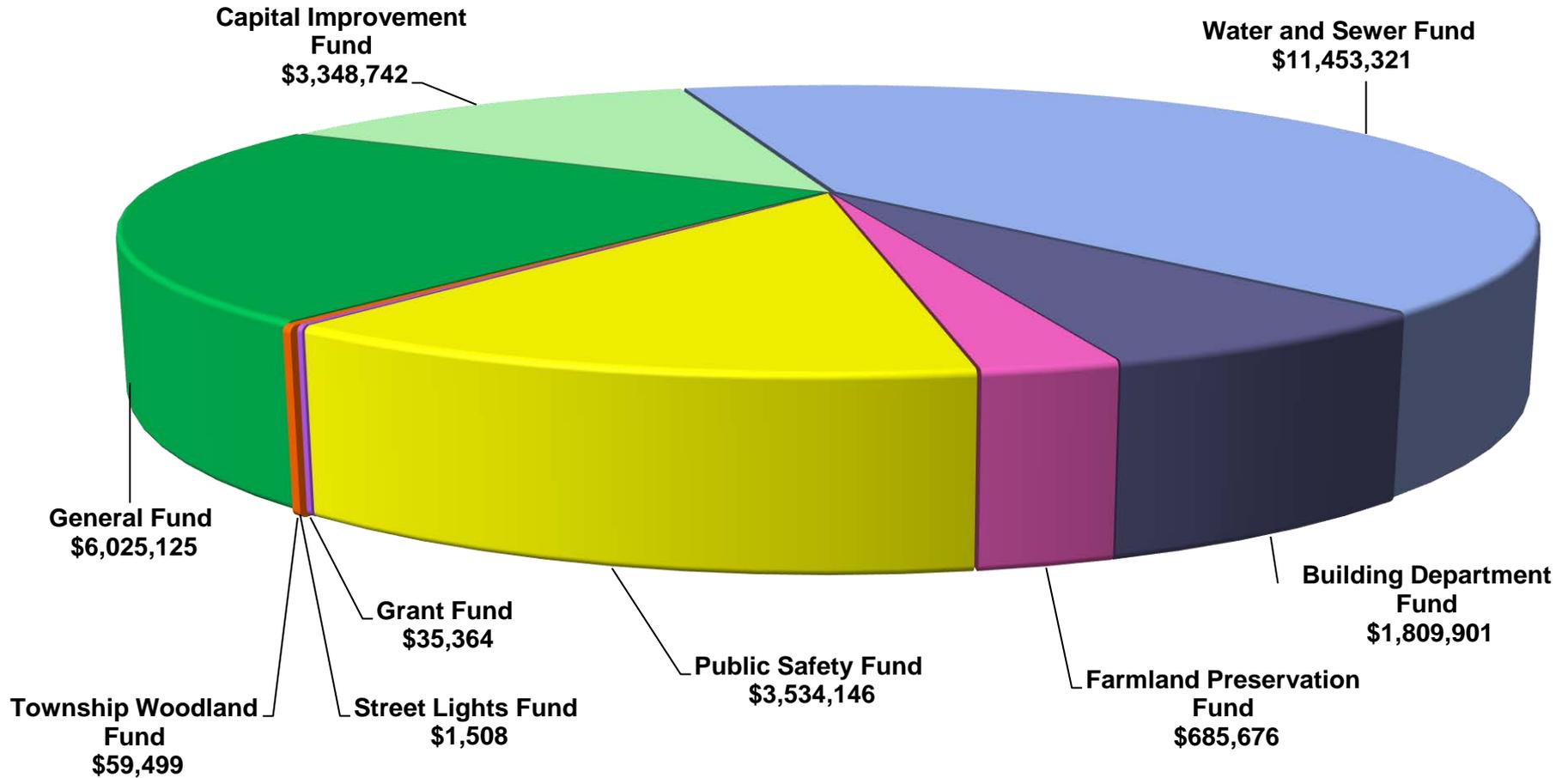
For the Years Ended December 31, 2007 - 2024



# Charter Township of Ann Arbor

Cash, Cash Equivalents and Investments – Governmental and Proprietary Fund Types

December 31, 2024



**Total cash equivalents and investments =  
\$26,953,282**

**ANN ARBOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN**

To: Board of Trustees  
From: Colleen M Coogan  
Date: May 16, 2025  
Re: March 31, 2025 Revenue and Expenditure Highlights

Please note the following regarding the March 31, 2025 revenue and expenditure reports:

**Overall Comments**

1. The 1<sup>st</sup> quarter 2025 proposed budget amendments are included in this report.
2. As of this quarter end, the Treasurer is managing approximately \$32M with \$29M in custodial accounts holding municipal and federal bond investments. 37% or \$12M of these investments belong to the water and sewer system. Utilizing an aggressive policy of investing idle cash helps reduce water and sewer rates.

Total investment interest and dividend income on funds actively managed (which excludes special assessment and loan interest income) for the first quarter is \$178K and the *unrealized* fair market value (FMV) gain on those funds is \$226K.

The Treasurer's strategy is to hold investments until maturity (HTM). As a result, the Township has limited *realized* gains and losses on investments. At this time, we are no longer reporting the unrealized FMV changes in the board quarterly financial reports and only report this at year end in the audited financial statements.

Investment Income is allocated across funds proportionally by the amount each fund has contributed to the investments. (Account# Fund-000-666.000)

3. Tax revenue for fiscal year 2025 is based on the 2024 tax levy.
4. Expenditures are in line with original budget expectations and additional actions taken by the Board during the year.
5. Personnel and expense cost allocations follow budgeted projections until the 4<sup>th</sup> quarter; at which time the allocations are adjusted to actual expenditures.

6. Operating transfers recorded to date:

Transfer From	Amount	Transfer To
General Fund	\$266K	Capital Fund
Public Safety Fund	\$500K	Capital Fund
Public Safety Fund	\$750K	Fire Fund

**CHARTER TOWNSHIP OF ANN ARBOR**

Report on Audit of Financial Statements

For the Year Ended December 31, 2024

DRAFT

**CHARTER TOWNSHIP OF ANN ARBOR**

**TOWNSHIP OFFICIALS**

Supervisor – Diane O’Connell  
Clerk - Rena Basch  
Treasurer – Carlene Colvin-Garcia

**BOARD OF TRUSTEES**

Diane O’Connell  
Rena Basch  
Carlene Colvin-Garcia  
John Allison  
Della DiPietro  
Eric Kaldjian  
Peter Kotila

**LEGAL COUNSEL**

Bodman, LLP

**TOWNSHIP AUDITORS**

Pfeffer, Hanniford & Palka  
Certified Public Accountants

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**INDEPENDENT AUDITOR'S REPORT**

May 19, 2025

Charter Township of Ann Arbor  
Board of Trustees  
3792 Pontiac Trail  
Ann Arbor, MI 48105

**Report on the Audit of the Financial Statements****Opinions**

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Charter Township of Ann Arbor, Michigan, as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents. In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Charter Township of Ann Arbor, Michigan, as of December 31, 2024, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Basis for Opinions**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Township and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

**Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements. In performing an audit in accordance with GAAS, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 8-15 and 52-57 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township's basic financial statements. The accompanying supplementary information such as the combining and individual fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

*Pfeffer, Hanniford & Palka, P.C.*

PFEFFER, HANNIFORD & PALKA  
Certified Public Accountants

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**MANAGEMENT DISCUSSION AND ANALYSIS**

**Management Discussion and Analysis**  
**December 31, 2024**

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This section of the Charter Township of Ann Arbor annual financial report provides a narrative discussion and analysis of the Township's financial activities for the fiscal year ended December 31, 2024. This narrative discusses and analyzes the activity within the context of the financial statements and disclosures that follow this section. The discussion focuses on the Township's primary governmental functions.

**Overview of the Financial Statements**

Management's Discussion and Analysis introduces the Township's basic financial statements. The basic financial statements include government-wide financial statements, fund financial statements, and notes to the financial statements. This report also includes additional information to supplement the basic financial statements.

***Government-wide Financial Statements***

The Township's annual reports include two government-wide financial statements. These statements provide both long-term and short-term information about the Township's overall status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in full accrual accounting and elimination or reclassification of internal activities.

The first of these government-wide statements is the Statement of Net Position. This is the Township-wide statement of position presenting information that includes all the Township's assets plus deferred outflow of resources less liabilities plus deferred inflow of resources with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Township as a whole is improving or deteriorating. Evaluation of the overall health of the Township may extend to various non-financial factors as well.

The second government-wide statement is the Statement of Activities which reports how the Township's net position changed during the current fiscal year. The design of this statement is to show the financial reliance of the Township's distinct activities or functions on the revenues generated by the Township.

Both government-wide financial statements distinguish governmental activities of the Township that are principally supported by taxes and revenue sharing from the business-type activities that are intended to recover all or a significant portion of their costs through user fees and charges. Governmental activities include such activities as general government, public safety, and planning and zoning departments. Business-type activities include water & sewer system operations. Fiduciary activities such as tax collection are not included in the government-wide statements since these assets are not available to fund Township programs.

The Township's financial reporting includes all the funds of the Township (primary government).

***Fund Financial Statements***

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The Township uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the Township's most significant funds rather than the Township as a whole. Major funds are separately reported while all others are combined into a single, aggregated presentation. Individual fund data for non-major funds is provided in the combining statements later in this report.

**The Township has three kinds of funds:**

**Governmental funds** are reported in the financial statements and encompass essentially the same functions as governmental activities in the government-wide financial statements except with a different focus on the financial activity. These statements report on a modified accrual basis to emphasize short-term fiscal accountability by reporting on the use of current financial resources and balances of these resources available at the end of the year. They are useful in evaluating annual financing requirements of governmental programs and the commitment of spendable resources for the near-term. Since the focus of the government-wide financial statements includes a long-term view, a reconciliation of these fund balances has been completed to detail its relation to net position.

**Proprietary funds** are reported in the fund financial statements and are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

**Fiduciary funds** are reported in the fiduciary fund financial statements, but are excluded from the government-wide statements. Fiduciary fund financial statements report resources that are not available to fund Township activities.

**Notes to the financial statements**

The accompanying notes to the financial statements provide information essential to a full understanding of both the government-wide and fund financial statements.

**Other information**

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information. Other supplementary information includes detail by fund for receivables, payables, transfers, and payments within the reporting entity.

Major funds are reported in the basic financial statements as discussed. Combining and individual statements and schedules for non-major funds are presented in a subsequent section of this report.

**Financial Analysis of the Township as a Whole**

The Township's net position at the end of the fiscal year was \$61,362,349. This is a \$1,445,876 increase over last year's net position of \$59,916,473.

The following tables provide a summary of the Township's financial activities and changes in net position:

	<b>SUMMARY OF NET POSITION DECEMBER 31, 2024 &amp; 2023</b>					
	<b>Governmental Activities</b>			<b>Business Type Activities</b>		
	<b>12/31/2024</b>	<b>12/31/2023</b>	<b>Increase (Decrease)</b>	<b>12/31/2024</b>	<b>12/31/2023</b>	<b>Increase (Decrease)</b>
<b>ASSETS</b>						
Current and other assets	\$ 19,591,908	\$ 27,864,024	\$ (8,272,116)	\$ 12,245,853	\$ 11,572,059	\$ 673,794
Capital assets	25,615,979	15,807,702	9,808,277	10,920,041	11,397,737	(477,696)
<b>Total assets</b>	<b>45,207,887</b>	<b>43,671,726</b>	<b>1,536,161</b>	<b>23,165,894</b>	<b>22,969,796</b>	<b>196,098</b>
<b>LIABILITIES</b>						
Other liabilities	1,715,998	1,238,532	477,466	526,529	744,414	(217,885)
Unearned revenue	776,932	659,077	117,855			
<b>Total liabilities</b>	<b>2,492,930</b>	<b>1,897,609</b>	<b>595,321</b>	<b>526,529</b>	<b>744,414</b>	<b>(217,885)</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>						
Taxes levied for the following year	3,717,914	3,670,865	47,049			
Leases	274,059	412,161	(138,102)			
<b>Total deferred inflow of resources</b>	<b>3,991,973</b>	<b>4,083,026</b>	<b>(91,053)</b>			
<b>NET POSITION</b>						
Invested in capital assets	25,615,979	15,807,702	9,808,277	10,920,041	11,397,737	(477,696)
Restricted	3,965,207	9,750,310	(5,785,103)			
Unrestricted	9,141,798	12,133,079	(2,991,281)	11,719,324	10,827,645	891,679
<b>Total net position</b>	<b>\$ 38,722,984</b>	<b>\$ 37,691,091</b>	<b>\$ 1,031,893</b>	<b>\$ 22,639,365</b>	<b>\$ 22,225,382</b>	<b>\$ 413,983</b>

**SUMMARY OF NET POSITION (continued)**  
**DECEMBER 31, 2024 & 2023**

	<b>Totals</b>		<b>Increase (Decrease)</b>
	<b>12/31/2024</b>	<b>12/31/2023</b>	
<b>ASSETS</b>			
Current and other assets	\$ 31,837,761	\$ 39,436,083	\$ (7,598,322)
Capital assets	<u>36,536,020</u>	<u>27,205,439</u>	<u>9,330,581</u>
<b>Total assets</b>	<u>68,373,781</u>	<u>66,641,522</u>	<u>1,732,259</u>
<b>LIABILITIES</b>			
Other liabilities	2,242,527	1,982,946	259,581
Unearned revenue	<u>776,932</u>	<u>659,077</u>	<u>117,855</u>
<b>Total liabilities</b>	<u>3,019,459</u>	<u>2,642,023</u>	<u>377,436</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Taxes levied for the following year	3,717,914	3,670,865	47,049
Leases	<u>274,059</u>	<u>412,161</u>	<u>(138,102)</u>
<b>Total deferred inflows of resources</b>	<u>3,991,973</u>	<u>4,083,026</u>	<u>(91,053)</u>
<b>NET POSITION</b>			
Invested in capital assets	36,536,020	27,205,439	9,330,581
Restricted	3,965,207	9,750,310	(5,785,103)
Unrestricted	<u>20,861,122</u>	<u>22,960,724</u>	<u>(2,099,602)</u>
<b>Total net position</b>	<u>\$ 61,362,349</u>	<u>\$ 59,916,473</u>	<u>\$ 1,445,876</u>

**SUMMARY OF CHANGES IN NET POSITION  
FOR THE YEARS ENDING DECEMBER 31, 2024 & 2023**

	<u>Governmental Activities</u>			<u>Business Type Activities</u>		
	<u>12/31/2024</u>	<u>12/31/2023</u>	<u>Increase (Decrease)</u>	<u>12/31/2024</u>	<u>12/31/2023</u>	<u>Increase (Decrease)</u>
<b>REVENUES</b>						
Program revenues						
Charges for services	\$ 583,471	\$ 469,005	\$ 114,466	\$ 3,081,387	\$ 3,084,666	\$ (3,279)
Operating grants and contributions	79,774	475,545	(395,771)		754	(754)
General revenues						
State Revenues	681,707	631,845	49,862			
Property taxes	3,342,076	3,211,097	130,979			
Investment earnings	1,196,151	1,141,528	54,623	534,141	494,089	40,052
Developer contributions					539,300	(539,300)
Other	779,221	578,617	200,604	449	3,428	(2,979)
Gain on disposal of assets		(1,001)	1,001			
<b>Total revenues</b>	<u>6,662,400</u>	<u>6,506,636</u>	<u>155,764</u>	<u>3,615,977</u>	<u>4,122,237</u>	<u>(506,260)</u>
<b>EXPENSES</b>						
General government	2,378,187	1,767,005	611,182			
Fire protection	2,301,616	2,233,775	67,841			
Police protection	725,105	699,665	25,440			
Street lighting	5,095	5,035	60			
Public works - roads	162,462	371,190	(208,728)			
Farmland preservation	21,512	20,732	780			
Grants	36,530	49,771	(13,241)			
Water and sewer systems				3,201,994	3,073,618	128,376
<b>Total expenses</b>	<u>5,630,507</u>	<u>5,147,173</u>	<u>483,334</u>	<u>3,201,994</u>	<u>3,073,618</u>	<u>128,376</u>
<b>CHANGE IN NET POSITION</b>	1,031,893	1,359,463	(327,570)	413,983	1,048,619	(634,636)
<b>BEGINNING NET POSITION</b>	<u>37,691,091</u>	<u>36,331,628</u>	<u>1,359,463</u>	<u>22,225,382</u>	<u>21,281,473</u>	<u>943,909</u>
<b>PRIOR PERIOD ADJUSTMENT</b>					(104,710)	104,710
<b>ENDING NET POSITION</b>	<u>\$ 38,722,984</u>	<u>\$ 37,691,091</u>	<u>\$ 1,031,893</u>	<u>\$ 22,639,365</u>	<u>\$ 22,225,382</u>	<u>\$ 413,983</u>

**SUMMARY OF CHANGES IN NET POSITION (continued)  
FOR THE YEARS ENDING DECEMBER 31, 2024 & 2023**

	<b>Totals</b>		<b>Increase (Decrease)</b>
	<b>12/31/2024</b>	<b>12/31/2023</b>	
<b>REVENUES</b>			
Program revenues			
Charges for services	\$ 3,664,858	\$ 3,553,671	\$ 111,187
Operating grants and contributions	79,774	476,299	(396,525)
General revenues			
State revenues	681,707	631,845	49,862
Property taxes	3,342,076	3,211,097	130,979
Interest	1,730,292	1,635,617	94,675
Developer contributions		539,300	(539,300)
Other	779,670	582,045	197,625
Gain on disposal of assets		(1,001)	1,001
<b>Total revenues</b>	<b>10,278,377</b>	<b>10,628,873</b>	<b>(350,496)</b>
<b>EXPENSES</b>			
General government	2,378,187	1,767,005	611,182
Fire protection	2,301,616	2,233,775	67,841
Police protection	725,105	699,665	25,440
Street lighting	5,095	5,035	60
Public works - roads	162,462	371,190	(208,728)
Farmland preservation	21,512	20,732	780
Grants	36,530	49,771	(13,241)
Water and sewer systems	3,201,994	3,073,618	128,376
<b>Total expenses</b>	<b>8,832,501</b>	<b>8,220,791</b>	<b>611,710</b>
<b>CHANGE IN NET POSITION</b>	<b>1,445,876</b>	<b>2,408,082</b>	<b>(962,206)</b>
<b>BEGINNING NET POSITION</b>	<b>59,916,473</b>	<b>57,613,101</b>	<b>2,303,372</b>
<b>PRIOR PERIOD ADJUSTMENT</b>		<b>(104,710)</b>	<b>104,710</b>
<b>ENDING NET POSITION</b>	<b>\$ 61,362,349</b>	<b>\$ 59,916,473</b>	<b>\$ 1,445,876</b>

## **FINANCIAL HIGHLIGHTS OF THE TOWNSHIP'S MAJOR FUNDS**

### **General Fund**

The Township decreased its General Fund's fund balance by \$3,465,891, due mainly to the purchase of land at a cost of approximately \$10 million. This cost was offset by various transfers in from various funds of approximately \$6.5 million. The Township remains financially strong with a fund balance maintained at a higher level to be prepared for future annexations by the City of Ann Arbor and to reduce outside borrowing for future capital expenditures.

### **Public Safety Fund**

For internal accounting purposes, the Public Safety Fund serves two purposes. It maintains the police operations and receives all public safety millage funds (Police and Fire). The amount of millage funds needed by the Fire Fund are passed on to the Fire Fund by the Public Safety Fund. The remaining millage monies stay in the Public Safety Fund to finance police operations. For financial statement purposes, the two funds are combined under GASB 54, which can be seen on pages 63 and 67.

The Public Safety Fund's equity decreased by \$4,372,863 for 2024, mainly due to the transfers out to various funds of \$6,808,794. Management believes that there will be future reductions over the long term (10-20 years) in the taxable base for public safety purposes due to annexation from the 1994 Boundary Policy Statement, as amended. This factor makes it especially important to keep expenditures reduced in both police and fire activities.

The public safety millage was renewed by voters in 2021 for 5 years.

### **Building Fund**

The Building Fund saw a decrease in fund balance of \$678 this year.

### **Capital Improvement Fund**

The Capital Improvement Fund saw an increase in fund balance of \$1,462,349 this year, mainly due to a transfers in of \$1,366,000. The Township dedicates a portion of its revenue from cell tower rentals and fire service agreements to fund the Capital Improvement Fund. The dedication of these funds has saved taxpayers the cost of externally financing capital purchases.

### **ARPA Fund**

The Township received a total of \$442,739 related to the American Rescue Plan Act (\$222,254 in 2022; \$220,485 in 2021) and \$400,686 was spent on board approved projects and expenditures as of December 31, 2023. In 2024, the remaining ARPA funds of \$42,053, along with interest income of \$178 were transferred out to the general fund for costs associated with the Dhu Varren Road project and for salaries and wages, as approved by the Township Board.

### **Water and Sewer Fund**

This is the Township's only business fund. The 2024 net position increased by \$413,983.

### **Budgetary Highlights**

The Township adopted its budget prior to the fiscal year in accordance with Public Act 493 of 2000. Expenditures are budgeted by activity, and several activities exceeded budgeted appropriations in several funds. The overall funds were in compliance with the Board approved budget resolution. The budget was amended during the year to account for various projected changes due to Board decisions and economic reality.

### **Capital Asset and Debt Administration**

There was \$10,070,925 in capital assets acquired under governmental activities. These included land for \$10,014,077, battery fans for \$21,639, computer server project costs of \$21,359 and Dixboro Pathway Gap project costs of \$13,850.

There was \$79,158 in capital assets acquired under proprietary activities. This included a meter data collector for \$13,208 and reservoir equipment for \$65,950.

The Township has no debt outstanding as of December 31, 2024.

### **Economic Conditions and Future Activities**

As part of a settlement agreement to resolve litigation over a mobile home park development, the Township purchased the land from the developer for approximately 10 million dollars. The Township analyzed the financial and environmental impacts of the proposed mobile home park and negotiated with the developer to purchase the land. The Township's population would have grown by 20-30% under the current proposal with no increase in property tax revenue to cover the associated increased costs for public services. The development proposal is located on 140 acres not served by public water or sewer and the high-density development would be served by a private wastewater system and a community well. In addition, the increased traffic would stress the existing road network. Despite the impact of the purchase on fund balances, they continue to remain at adequate levels.

The Township's Dixboro Pathway Gap project to connect two existing trails at the Matthaei Botanical Gardens is expected to begin construction in late 2025. The Township has been awarded an additional \$300,000 in grants for construction costs in 2024.

Pursuant to the Boundary Policy Statement between the City of Ann Arbor and Ann Arbor Township in 1994, property subject to taxation continues to be released to the City of Ann Arbor for annexation, and the rate of annexation of approved areas is currently unknown.

The Township's financial status remained strong in 2024. Property tax revenue increased by \$125,461 primarily due to a 5% increase in taxable value of existing properties and property additions.

The Township's other major source of revenue is state revenue sharing, the township receives several revenue sharing payments – the largest of which is based upon a percentage of state sales tax receipts. The amount received in state sales tax revenue sharing in 2024 was \$464,081, which represents a 1% decrease over the state revenue sharing in 2023.

The Township continues to work together with its neighbors in Superior Township to pool its deputies to better provide police protection. As a result, the Township was able to provide 24-hour response without increasing the number of deputies that are under contract from Washtenaw County. In addition, Ann Arbor Township fire fighters and other local fire departments, including Superior Township fire fighters, jointly respond to fires. Fire departments in the region are increasingly using similar equipment and receiving similar training.

### **Contacting the Township's Financial Management**

This report is designed to provide a general overview of the Township's financial position and comply with finance-related regulations. If you have any further questions about this report or request additional information, please contact the Charter Township of Ann Arbor at 3792 Pontiac Trail, Ann Arbor, MI 48105; telephone 734-663-3418.

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**BASIC FINANCIAL STATEMENTS**

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**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

CHARTER TOWNSHIP OF ANN ARBOR

STATEMENT OF NET POSITION  
DECEMBER 31, 2024

	Primary Government		Total
	Governmental Activities	Business-type Activities	
<b>ASSETS</b>			
Cash, cash equivalents and investments	\$ 15,499,961	\$ 11,453,321	\$ 26,953,282
Receivables			
Special assessments	328,324	852	329,176
Taxes	3,071,639		3,071,639
State shared revenues	77,329		77,329
Leases	284,353		284,353
Grants	26,165		26,165
Accounts	197,465	727,562	925,027
Inventory		43,397	43,397
Prepaid expenses	106,672	20,721	127,393
Capital assets			
Assets not being depreciated	23,094,713		23,094,713
Assets net of depreciation	2,521,266	10,920,041	13,441,307
<b>Total assets</b>	<b>45,207,887</b>	<b>23,165,894</b>	<b>68,373,781</b>
<b>LIABILITIES</b>			
Accounts payable	259,099	483,788	742,887
Accrued compensated absences	174,249	42,741	216,990
Due to others	1,282,650		1,282,650
Unearned revenues	776,932		776,932
<b>Total liabilities</b>	<b>2,492,930</b>	<b>526,529</b>	<b>3,019,459</b>
<b>DEFERRED INFLOW OF RESOURCES</b>			
Taxes levied for the following year	3,717,914		3,717,914
Leases	274,059		274,059
<b>Total deferred inflow of resources</b>	<b>3,991,973</b>		<b>3,991,973</b>
<b>NET POSITION</b>			
Net investment in capital assets	25,615,979	10,920,041	36,536,020
Restricted	3,965,207		3,965,207
Unrestricted	9,141,798	11,719,324	20,861,122
<b>Total net position</b>	<b>\$ 38,722,984</b>	<b>\$ 22,639,365</b>	<b>\$ 61,362,349</b>

The notes of the financial statements are an integral part of this statement.

CHARTER TOWNSHIP OF ANN ARBOR

STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2024

Functions/Programs	Program Revenues			Net (Expenses) Revenues and Changes in Net Position		
	Expenses	Charges for Services	Operating Grants and Contributions	Governmental Activities	Business-type Activities	Total
<b>PRIMARY GOVERNMENT</b>						
<b>Governmental activities</b>						
General government	\$ (2,378,187)	\$ 370,419	\$	\$ (2,007,768)	\$	\$ (2,007,768)
Fire protection	(2,301,616)	13,595		(2,288,021)		(2,288,021)
Police protection	(725,105)	199,457		(525,648)		(525,648)
Street lighting	(5,095)			(5,095)		(5,095)
Grants	(36,530)		79,774	43,244		43,244
Farmland preservation	(21,512)			(21,512)		(21,512)
Public works- roads	(162,462)			(162,462)		(162,462)
<b>Total governmental activities</b>	<b>(5,630,507)</b>	<b>583,471</b>	<b>79,774</b>	<b>(4,967,262)</b>		<b>(4,967,262)</b>
<b>Business-type activities</b>						
Water and sewer	(3,201,994)	3,081,387			(120,607)	(120,607)
<b>Total primary government</b>	<b>\$ (8,832,501)</b>	<b>\$ 3,664,858</b>	<b>\$ 79,774</b>	<b>(4,967,262)</b>	<b>(120,607)</b>	<b>(5,087,869)</b>
<b>General revenues:</b>						
Property taxes				3,342,076		3,342,076
State revenues				681,707		681,707
Franchise fees				85,020		85,020
Interest and rents				164,070		164,070
Unrestricted investment earnings				1,196,151	534,141	1,730,292
Other income				530,131	449	530,580
<b>Total general revenues</b>				<b>5,999,155</b>	<b>534,590</b>	<b>6,533,745</b>
<b>Changes in net position</b>				<b>1,031,893</b>	<b>413,983</b>	<b>1,445,876</b>
<b>Net position, January 1, 2024</b>				<b>37,691,091</b>	<b>22,225,382</b>	<b>59,916,473</b>
<b>Net position, December 31, 2024</b>				<b>\$ 38,722,984</b>	<b>\$ 22,639,365</b>	<b>\$ 61,362,349</b>

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**FUND FINANCIAL STATEMENTS**

CHARTER TOWNSHIP OF ANN ARBOR

BALANCE SHEET  
GOVERNMENTAL FUNDS  
DECEMBER 31, 2024

	General Fund	Public Safety Fund	Building Fund	Capital Improvement Fund	Nonmajor Funds	Total
<b>ASSETS</b>						
Cash, cash equivalents and investments	\$ 6,025,125	\$ 3,534,146	\$ 1,809,901	\$ 3,348,742	\$ 782,047	\$15,499,961
Receivables						
Special assessment	324,055				4,269	328,324
Taxes receivable	489,433	2,153,831			428,375	3,071,639
State revenues receivable	77,329					77,329
Lease receivable	175,853			108,500		284,353
Grants receivable					26,165	26,165
Accounts receivable - other	31,211	124,458			16,964	172,633
Prepaid expense	27,304	78,469	899			106,672
Due from other funds	42,730		194			42,924
<b>Total assets</b>	<b>\$ 7,193,040</b>	<b>\$ 5,890,904</b>	<b>\$ 1,810,994</b>	<b>\$ 3,457,242</b>	<b>\$ 1,257,820</b>	<b>\$19,610,000</b>
<b>LIABILITIES</b>						
Accounts payable	\$ 85,741	\$ 89,976	\$ 3,260	\$	\$ 35,762	\$ 214,739
Accrued expenditures		44,360				44,360
Accrued paid time off	5,464	40,693	5,298			51,455
Due to others	1,282,650					1,282,650
Unearned revenue	696,932		80,000			776,932
Due to other funds					27,886	27,886
<b>Total liabilities</b>	<b>2,070,787</b>	<b>175,029</b>	<b>88,558</b>		<b>63,648</b>	<b>2,398,022</b>
<b>DEFERRED INFLOW OF RESOURCES</b>						
Taxes levied for the following year	832,573	2,406,678			478,663	3,717,914
Leases	157,139			116,920		274,059
<b>Total deferred inflow of resources</b>	<b>989,712</b>	<b>2,406,678</b>		<b>116,920</b>	<b>478,663</b>	<b>3,991,973</b>
<b>FUND BALANCES</b>						
Restricted for:						
Public safety		2,415,084				2,415,084
Farmland preservation					650,661	650,661
Streetlighting					5,349	5,349
Woodland					59,499	59,499
Committed for:						
Insurance reserve	1,355,354					1,355,354
Development monitoring	138,585					138,585
Capital improvement				2,496,322		2,496,322
Building department			1,543,514			1,543,514
Assigned for future budget deficit	16,342	894,113	178,922	844,000		1,933,377
Unassigned	2,622,260					2,622,260
<b>Total fund balances</b>	<b>4,132,541</b>	<b>3,309,197</b>	<b>1,722,436</b>	<b>3,340,322</b>	<b>715,509</b>	<b>13,220,005</b>
<b>Total liabilities, deferred inflow of resources and fund balance</b>	<b>\$ 7,193,040</b>	<b>\$ 5,890,904</b>	<b>\$ 1,810,994</b>	<b>\$ 3,457,242</b>	<b>\$ 1,257,820</b>	<b>\$19,610,000</b>

The notes of the financial statements are an integral part of this statement.

CHARTER TOWNSHIP OF ANN ARBOR

RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO NET POSITION OF  
GOVERNMENTAL ACTIVITIES  
DECEMBER 31, 2024

<b>Total governmental fund balance per balance sheet</b>		\$ 13,220,005
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds:		
Historical cost	\$ 29,570,735	
Depreciation	<u>(3,954,756)</u>	
<b>Capital assets net of depreciation</b>		25,615,979
Some liabilities are not due and payable in the current period and therefore are not reported in the funds. These include:		
Compensated absences		(122,794)
Revenues that are not received within 60 days of year end and not available to pay for current expenditures		<u>9,794</u>
<b>Net position of governmental activities</b>		<u><u>\$ 38,722,984</u></u>

The notes of the financial statements are an integral part of this statement.

**CHARTER TOWNSHIP OF ANN ARBOR**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2024**

	<b>General Fund</b>	<b>Public Safety Fund</b>	<b>Building Fund</b>	<b>Capital Improvement Fund</b>	<b>ARPA Fund</b>	<b>Non-major Funds</b>	<b>Totals</b>
<b>REVENUES</b>							
Taxes	\$ 532,428	\$ 2,343,560	\$	\$	\$	\$ 466,088	\$ 3,342,076
State revenues	501,065	153,685				26,957	681,707
Grants					42,053	37,721	79,774
Special assessments	58,346					5,003	63,349
Service contracts		110,260		87,602			197,862
Cable franchise fees	85,020						85,020
Interest and rents	109,410			54,660			164,070
Licenses and permits	2,144		301,693				303,837
Fines and forfeits		1,595					1,595
Annexation fees	800						800
Planning and zoning fees	13,595						13,595
Investment earnings	441,064	374,764	85,565	129,762		164,996	1,196,151
Penalties and interest	2,433						2,433
Miscellaneous	39,820	62,889	427,422				530,131
<b>Total revenues</b>	<b>1,786,125</b>	<b>3,046,753</b>	<b>814,680</b>	<b>272,024</b>	<b>42,053</b>	<b>700,765</b>	<b>6,662,400</b>
<b>EXPENDITURES</b>							
<b>Current</b>							
Elected officials	482,710						482,710
General government	843,774			154,036			997,810
Roads	162,462						162,462
Police protection		725,105					725,105
Fire protection		2,085,717					2,085,717
Farmland preservation						21,512	21,512
Building department			815,358				815,358
Street lighting						5,095	5,095
Grants						36,530	36,530
<b>Capital outlay</b>							
General government	10,035,436						10,035,436
Capital improvement				21,639			21,639
Grants						13,850	13,850
<b>Total expenditures</b>	<b>11,524,382</b>	<b>2,810,822</b>	<b>815,358</b>	<b>175,675</b>		<b>76,987</b>	<b>15,403,224</b>
<b>Excess (deficiency) revenue over expenditures</b>	<b>(9,738,257)</b>	<b>235,931</b>	<b>(678)</b>	<b>96,349</b>	<b>42,053</b>	<b>623,778</b>	<b>(8,740,824)</b>
<b>OTHER FINANCING SOURCES (USES)</b>							
Transfers in	6,542,231	2,200,000		1,366,000		12,659	10,120,890
Transfers (out)	(269,865)	(6,808,794)			(42,231)	(3,000,000)	(10,120,890)
<b>Net change in fund balance</b>	<b>(3,465,891)</b>	<b>(4,372,863)</b>	<b>(678)</b>	<b>1,462,349</b>	<b>(178)</b>	<b>(2,363,563)</b>	<b>(8,740,824)</b>
<b>FUND BALANCE, JANUARY 1, 2024</b>	<b>7,598,432</b>	<b>7,682,060</b>	<b>1,723,114</b>	<b>1,877,973</b>	<b>178</b>	<b>3,079,072</b>	<b>21,960,829</b>
<b>FUND BALANCE, DECEMBER 31, 2024</b>	<b>\$ 4,132,541</b>	<b>\$ 3,309,197</b>	<b>\$ 1,722,436</b>	<b>\$ 3,340,322</b>	<b>\$</b>	<b>\$ 715,509</b>	<b>\$ 13,220,005</b>

The notes of the financial statements are an integral part of this statement.

CHARTER TOWNSHIP OF ANN ARBOR

RECONCILIATION OF CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE CHANGES IN NET POSITION OF GOVERNMENTAL ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2024

**Net change in fund balances - governmental funds** \$ (8,740,824)

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlay as expenditures.

However, in the Statement of Activities the cost of those assets is allocated over their useful lives as depreciation expense.

Net book value of fixed assets disposed and the amount by which capital outlay exceeded depreciation is as follows:

Capital outlay		\$ 10,070,925
Depreciation expense		<u>(262,648)</u>

<b>Total</b>		<b>9,808,277</b>
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Compensated absences are recorded in the government-wide statements as expenditures, but not in the fund financial statements until funds are spent

Current year contribution		<u>(35,560)</u>
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<b>Change in net position of governmental activities</b>		<b><u>\$ 1,031,893</u></b>
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The notes of the financial statements are an integral part of this statement.

CHARTER TOWNSHIP OF ANN ARBOR

STATEMENT OF NET POSITION  
WATER AND SEWER FUND  
DECEMBER 31, 2024

**CURRENT ASSETS**

Cash and cash equivalents	\$ 81,987	
Investments	11,371,334	
Water and sewer billings receivable	706,613	
Inventory	43,397	
Prepaid expense	20,721	
Special assessments receivable	852	
Accounts receivable - other	20,949	
	<hr/>	
<b>Total current assets</b>		\$ 12,245,853

**PROPERTY, PLANT AND EQUIPMENT**

Construction in process	11,475	
Water and sewer system	21,809,190	
Equipment	3,360,950	
	<hr/>	
	25,181,615	
Less accumulated depreciation	14,261,574	
	<hr/>	
<b>Net property, plant and equipment</b>		10,920,041
		<hr/>
<b>Total assets</b>		23,165,894

**CURRENT LIABILITIES**

Accounts payable	483,788	
Accrued compensated absences	42,741	
	<hr/>	
<b>Total current liabilities</b>		526,529

**NET POSITION**

Invested in capital assets	10,920,041	
Unrestricted	11,719,324	
	<hr/>	
<b>Total net position</b>		\$ 22,639,365

The notes of the financial statements are an integral part of this statement.

**CHARTER TOWNSHIP OF ANN ARBOR**

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
WATER AND SEWER FUND  
FOR THE YEAR ENDED DECEMBER 31, 2024**

**OPERATING REVENUES**

Charges for services and meters		\$ 3,081,387
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**OPERATING EXPENSES**

Purchases of services	\$ 2,084,524	
Wages	214,509	
Insurance - employees	39,703	
Pension	17,152	
Payroll taxes	14,479	
Health savings contribution	17,151	
Office	3,528	
Gasoline and diesel	5,533	
Consultants	82,511	
Dues and memberships	4,125	
Service contracts	21,563	
Telephone and utilities	32,717	
Insurance and bonds	19,401	
Repairs and maintenance	75,043	
Building, office and personnel allocation	(15,362)	
Equipment purchase	10,871	
Conferences	8,057	
Depreciation expense	556,854	
Miscellaneous	9,635	

<b>Total operating expenses</b>		<u>3,201,994</u>
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<b>Operating (loss)</b>		(120,607)
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**NON-OPERATING REVENUES**

Interest income - investments	534,141	
Other	449	

<b>Total non-operating revenues</b>		<u>534,590</u>
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<b>Change in net position</b>		413,983
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<b>Net Position, January 1, 2024</b>		<u>22,225,382</u>
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<b>Net Position, December 31, 2024</b>		<u><u>\$ 22,639,365</u></u>
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The notes of the financial statements are an integral part of this statement.

**CHARTER TOWNSHIP OF ANN ARBOR**  
**STATEMENT OF CASH FLOWS**  
**WATER AND SEWER FUND**  
**FOR THE YEAR ENDED DECEMBER 31, 2024**

**CASH FLOWS FROM (USED IN) OPERATING ACTIVITIES**

Cash receipts from customers	\$ 2,999,914	
Cash payments to vendors and employees for goods and services	(2,557,180)	
<b>Net cash from operating activities</b>		<b>\$ 442,734</b>

**CASH FLOWS FROM (USED IN) CAPITAL AND RELATED FINANCING ACTIVITIES**

Special assessments and interest collected	22,706	
Other income	449	
<b>Net cash from capital and related financing activities</b>		<b>23,155</b>

**CASH FLOWS (USED IN) INVESTING ACTIVITIES**

Purchases of property	(79,158)	
Investment purchases and interest income	(341,884)	
<b>Net cash (used in) investing activities</b>		<b>(421,042)</b>

<b>Net increase in cash and cash equivalents</b>		<b>44,847</b>
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<b>CASH AND CASH EQUIVALENTS AT JANUARY 1, 2024</b>		<b>37,140</b>
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<b>CASH AND CASH EQUIVALENTS AT DECEMBER 31, 2024</b>		<b>\$ 81,987</b>
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**ADJUSTMENTS TO RECONCILE OPERATING (LOSS) TO NET CASH FROM (USED IN) OPERATING ACTIVITIES**

Operating (loss)		\$ (120,607)
Depreciation expense		556,854
Changes in assets and liabilities		
(Increase) decrease in accounts receivable		(81,544)
(Increase) decrease in inventory		29,147
(Increase) decrease in prepaid expense		(3,957)
Increase (decrease) in accounts payable		43,115
Increase (decrease) in accrued compensated absences		19,726
<b>Net cash from operating activities</b>		<b>\$ 442,734</b>

The notes of the financial statements are an integral part of this statement.

**CHARTER TOWNSHIP OF ANN ARBOR**  
**FIDUCIARY FUNDS**  
**STATEMENT OF FIDUCIARY NET POSITION**  
**DECEMBER 31, 2024**

<b>ASSETS</b>	
Cash, cash equivalents and investments	\$ 3,553,411
Loan receivable	<u>3,600</u>
<b>Total assets</b>	<u><u>\$ 3,557,011</u></u>
<b>LIABILITIES</b>	
Due to others	\$ 659,439
Due to other funds	<u>15,039</u>
<b>Total liabilities</b>	<u>674,478</u>
<b>NET POSITION</b>	
Restricted for pension	<u>2,882,533</u>
<b>Total liabilities and net position</b>	<u><u>\$ 3,557,011</u></u>

The notes of the financial statements are an integral part of this statement.

CHARTER TOWNSHIP OF ANN ARBOR

FIDUCIARY FUNDS  
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION  
DECEMBER 31, 2024

**ADDITIONS**

Employer contributions	\$ 144,118
Loan activity	3,694
Investment income	467,049
Property taxes collected for others	<u>26,819,027</u>
<b>Total additions</b>	<u>27,433,888</u>

**DEDUCTIONS**

Benefits paid to participants	511,679
Administrative expense	21,288
Property taxes paid to others	<u>26,819,027</u>
<b>Total deductions</b>	<u>27,351,994</u>
<b>Net increase in fiduciary net position</b>	81,894
<b>Net Position, January 1, 2024</b>	<u>2,800,639</u>
<b>Net Position, December 31, 2024</b>	<u><u>\$ 2,882,533</u></u>

The notes of the financial statements are an integral part of this statement.

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**NOTES TO FINANCIAL STATEMENTS**

**CHARTER TOWNSHIP OF ANN ARBOR**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Charter Township of Ann Arbor was incorporated August 11, 1986, under the provision of Act 359 of the Public Acts of 1947, as amended. The policies of the Charter Township of Ann Arbor conform to generally accepted accounting principles as applicable to governments.

The accounting and reporting policies of the Township relating to the funds and account groups included in the accompanying financial statements conform to generally accepted accounting principles applicable to state and local governments. The more significant accounting policies of the Township are described below.

**A. BASIC FINANCIAL STATEMENTS**

In accordance with GASB Standards, the basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (Statement of Net Position and Statement of Activities) report on the Township as a whole, excluding fiduciary activities. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. All activities, both governmental and business-type, are reported in the government-wide financial statements using the economic resources measurement focus and the accrual basis of accounting, which includes long-term assets and receivables as well as long-term debt and obligations. The government-wide financial statements focus more on the sustainability of the Township as an entity and the change in aggregate financial position resulting from the activities of the fiscal period.

Generally, the effect of interfund activity has been removed from the government-wide financial statements. Net interfund activity and balances between governmental activities and business-type activities are shown in the government-wide financial statements.

The government-wide Statement of Net Position reports all financial and capital resources of the Township (excluding fiduciary funds). It is displayed in a format of assets plus deferred outflows of resources less deferred inflows of resources less liabilities equals net position, with the aforementioned elements shown in order of their relative liquidity. Net Position is required to be displayed in three components: 1) invested in capital assets, net of related debt, 2) restricted, and 3) unrestricted. Invested in capital assets, net of related debt is capital assets net of accumulated depreciation and reduced by outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. Restricted net positions are those with constraints placed on their use by either: 1) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations or other governments, or 2) imposed by law through constitutional provisions or enabling legislation. Net Position not otherwise classified as restricted, are shown as unrestricted. Generally, the Township would first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

**CHARTER TOWNSHIP OF ANN ARBOR**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

The Government-Wide Statement of Activities demonstrates the degree to which both direct and indirect expenses of the various functions and programs of the Township are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or identifiable activity. Indirect expenses for administrative overhead are allocated among the functions and activities using a full cost allocation approach and are presented separately to enhance comparability of direct expenses between governments that allocate direct expenses and those that do not. Interest on general long-term debt is not allocated to the various functions. Program revenues include: 1) charges to customers or users who purchase, use or directly benefit from goods, services or privileges provided by a particular function or program and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or program. Taxes, unrestricted investment income and other revenues not identifiable with particular functions or programs are included as general revenues. The general revenues support the net costs of the functions and programs not covered by program revenues.

Also, part of the basic financial statements are fund financial statements for governmental funds and proprietary funds. The focus of the fund financial statements is on major funds, as defined by GASB Statement No. 34. Although this reporting model sets forth minimum criteria for determination of major funds (a percentage of assets, liabilities, revenues, or expenditures/expenses of fund category and of the governmental and enterprise funds combined), it also gives governments the option of displaying other funds as major funds. Other non-major funds are combined in a single column on the fund financial statements.

The Township reports the following major governmental funds:

The General Fund is the Township's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Public Safety Fund was created to receipt the millage collected for fire and police protection services.

The Building Fund was created to account for funds used to operate the building department. It accounts for all building type revenues such as permits and fees which are used to pay for operations, mostly personnel costs.

The Capital Improvement Fund was created to account for monies designated by the Township Board for capital improvements, replacements and expansions of general Township operations.

The ARPA Fund accounts for receiving and spending the federal grants applicable to the American Rescue Plan Act.

The Township reports the following major proprietary fund:

The Water and Sewer Fund accounts for all the activity associated with the operations and maintenance of operating these systems.

CHARTER TOWNSHIP OF ANN ARBOR

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**B. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING**

The governmental fund financial statements are prepared on a current financial resources measurement focus and modified accrual basis of accounting. To conform to the modified accrual basis of accounting, certain modifications must be made to the accrual method. These modifications are outlined below:

- A. Revenue is recorded when it becomes both measurable and available (received within 60 days after year-end). Revenue considered susceptible to accrual includes: property taxes, sales and use taxes, transient occupancy taxes, licenses, fees and permits, intergovernmental revenues, charges for services, fines, forfeits and penalties, and interest.
- B. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year.
- C. Disbursements for the purchase of capital assets providing future benefits are considered expenditures. Bond proceeds are reported as another financing source.

With this measurement focus, operating statements present increases and decreases in net current assets and unreserved fund balance as a measure of available resources.

This is the traditional basis of accounting for governmental funds and also is the manner in which these funds are normally budgeted. This presentation is deemed most appropriate to: 1) demonstrate legal and covenant compliance, 2) demonstrate the sources and uses of liquid resources, and 3) demonstrate how the Township's actual revenues and expenditures conform to the annual budget. Since the governmental funds financial statements are presented on a different basis than the governmental activities column of the government-wide financial statements, a reconciliation is provided immediately following each fund statement. These reconciliations briefly explain the adjustments necessary to transform the fund financial statements into the governmental activities column of the government-wide financial statements.

The proprietary fund's financial statements are prepared on the same basis (economic resources, measurement focus and accrual basis of accounting) as the government-wide financial statements. Therefore, most lines for the total enterprise funds on the proprietary funds financial statements will directly reconcile to the business-type activities column on the government-wide financial statements. Because the enterprise funds are combined into a single business-type activities column on the government-wide financial statements, certain interfund activities between these funds are eliminated in the consolidation for the government-wide financial statements, but are included in the fund columns in the proprietary funds financial statements.

**CHARTER TOWNSHIP OF ANN ARBOR**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Proprietary funds account for operations where the intent of the Township is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. Under standards set by GASB, enterprise funds are also required for any activity whose principal revenue sources meet any of the following criteria: 1) any activity that has issued debt backed solely by the fees and charges of the activity, 2) if the cost of providing services for any activity, including capital costs such as depreciation or debt service, must legally be recovered through fees and charges of the activity, or 3) it is the policy of the Township to establish activity fees or charges to recover the cost of providing services, including capital costs.

On the proprietary funds financial statements, operating revenues are those that flow directly from the operations of the activity, i.e. charges to customers or users who purchase or use the goods or services of that activity. Operating expenses are those that are incurred to provide those goods or services. Non-operating revenues and expenses are items such as investment income and interest expense that are not a result of the direct operations of the activity.

Fiduciary funds account for assets held by the Township in a trustee or agency capacity on behalf of others and, therefore, are not available to support Township programs. Fiduciary funds are not included in the government-wide financial statements as they are not an asset of the Township available to support Township programs. The Township currently maintains two (2) fiduciary funds.

**C. CAPITAL ASSETS**

Under standards set by GASB, all capital assets, whether used by governmental activities or business-type activities are recorded and depreciated in the government-wide financial statements. No capital assets or depreciation are shown in the governmental funds financial statements.

Capital assets, including public domain infrastructure (e.g., roads, bridges, sidewalks and other assets that are immovable and of value only to the Township) are defined as assets with an initial, individual cost of more than \$5,000 and an estimated useful life greater than one year. Capital assets are recorded at cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at the estimated fair market value at the date of donation. Real property is considered a capital asset regardless of initial cost.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major improvements are capitalized and depreciated over the remaining useful lives of the related capital assets.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Buildings, structures and improvements	5 to 50 years
Machinery and equipment	2 to 40 years
Infrastructure	25 to 75 years
Water and sewer systems	40 to 50 years

Capital assets transferred between activities are transferred at their net book value (cost less accumulated depreciation), as of the date of the transfer.

**D. ACCRUED COMPENSATED ABSENCES**

The Township has recorded a liability for compensated absences. The policies regarding compensated absences are outlined in the Township’s “Rules of Employment”.

CHARTER TOWNSHIP OF ANN ARBOR

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**E. BUDGETARY DATA**

The Board of Trustees follows the procedures as outlined in the Uniform Budgeting Manual for Local Units of Government in Michigan in the establishment of the various annual budgets.

The supervisor prepares the annual budgets through information received by the controller. The proposed budgets are then submitted for discussion and approved by the entire Township board. The budgets are approved by activity level rather than line item. If and when it becomes necessary to amend certain amounts in the budget, a proposal outlining the desired changes is made to and approved by the Township board at any of their regular meetings. Budget appropriations made, but not expended by year-end, will lapse with the fiscal year-end; capital and grant appropriations carryforward to the subsequent year.

**F. PROPERTY TAXES**

Property tax revenues are recognized in the subsequent year, for which the taxes are levied. Property taxes are levied on December 1 each year. These taxes become liens on the property at that date. These taxes are due on February 14, with the final collection date of February 28. The delinquent real property taxes of the Township are purchased by Washtenaw County. The county sells tax notes, the proceeds of which are used to pay the Township for these property taxes. The 2023 adjusted taxable value of the Township totaled \$716,948,621. The Township levied the following millage rates for 2023, which was recognized in 2024:

General township	0.7591
Public safety	3.3405
Farmland preservation	<u>0.6644</u>
<b>Total millage</b>	<b><u><u>4.7640</u></u></b>

The 2024 taxable value of the Township totaled \$707,476,821. The Township levied the following millage rates for 2024 that will be recognized in 2025:

General township	0.7591
Public safety	3.3405
Farmland preservation	<u>0.6644</u>
<b>Total millage</b>	<b><u><u>4.7640</u></u></b>

**G. OTHER FINANCING SOURCES (USES)**

The transfers of cash between the various funds are budgeted and reported separate from revenues and expenditures as transfers in or (out) unless they represent temporary advances that are to be repaid, in which case they are carried as assets or liabilities of the advancing or borrowing fund.

**CHARTER TOWNSHIP OF ANN ARBOR**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**H. TOTAL COLUMNS ON STATEMENTS - OVERVIEW**

Total columns on the statements which combine more than one fund (overview) does not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

**I. MANAGEMENT'S ESTIMATES**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**J. FUND EQUITY**

Under GASB standards, in the fund financial statements, governmental funds report the following components of fund balance:

- Nonspendable - Amounts that are not in spendable form or are legally or contractually required to be maintained intact.
- Restricted - Amounts that are legally restricted by outside parties, constitutional provisions, or enabling legislation for use for a specific purpose.
- Committed - Amounts that have been formally set aside by the Township board for use for specific purposes. Commitments are made and can be rescinded only via resolution of the Township board.
- Assigned - Intent to spend resources on specific purposes expressed by the Township Board; or Supervisor, Clerk, and Treasurer; who are authorized by policy approved by the Township Board to make assignments. All current year assignments have been made by the Township Board.
- Unassigned - Amounts that do not fall into any other aforementioned category. This is the residual classification for amounts in the General Fund and represents fund balance that has not been assigned to other funds and has not been restricted, committed, or assigned to specific purposes in the General Fund. In other governmental funds, only negative unassigned amounts are reported, if any, and represent expenditures incurred for specific purposes exceeding the amounts previously restricted, committed, or assigned to those purposes.

CHARTER TOWNSHIP OF ANN ARBOR

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**K. DEFERRED INFLOWS AND OUTFLOWS OF RESOURCES**

Under GASB standards, the Township is reporting two sections in addition to assets, liabilities, and equity in the Statement of Net Position (Government Wide Statement) and in the Balance Sheet (Fund Statement), which are called *deferred outflows* (previously called *assets*) and *deferred inflows* (previously called *liabilities*).

These separate financial statement elements, which meet the definition of deferred outflows and inflows, are no longer considered assets or liabilities.

Deferred outflows of resources represent a consumption of net position that applies to a future period. The element will not be recognized as an expense and (or) expenditure until the time restriction is met. The Township currently does not have any items that qualify for reporting in this category.

Deferred inflows of resources represent an acquisition of net position that applies to a future period. The element will not be recognized as revenue until the time restriction is met. The Township has two transaction types that consists of elements considered deferred inflows.

The first transaction type listed as deferred inflow of resources is property taxes received or reported as receivables before the period in which the levy is to apply. Thus, property taxes levied in December 2023 were recognized as revenue in the year 2024. The second transaction type relates to lease receivables expected to be received in future years. These types of transactions are listed on both the Statement of Net Position as well as the Balance Sheets under Fund Accounting.

**L. LEASE RECEIVABLE**

The Township is a lessor of noncancelable leases of cell tower space located on the Township's owned cell towers. The Township recognizes lease receivables and deferred inflow of resources in the fund financial statements.

At the commencement of the lease agreement, the Township initially measures the lease receivable at the present value of payments expected to be received. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date. Subsequently, the deferred inflow of resources is recognized as revenue over the life of the lease term using straight line amortization.

The Township uses the interest rate charged by the lessor as the discount rate. When the interest rate charged by the Lessor is not provided, the Township generally uses its estimated incremental borrowing rate as the discount rate for leases.

The lease term includes the noncancelable period of the lease. Lease payments included in the measurement of the lease receivable are composed of fixed payments and purchase option price that the Township is reasonably certain to receive.

Key estimates and judgements include how the Township determines (1) the discount rate used to discount the expected lease receipts to present value, (2) lease term, and (3) lease receipts.

The Township monitors changes in circumstances that would require a remeasurement of this lease and will remeasure the lease receivable and deferred inflow of resources if certain changes occur that are expected to significantly affect the amount of the lease receivable.

**CHARTER TOWNSHIP OF ANN ARBOR**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024**

**NOTE 2 - DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS**

Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in the accounts of Federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or Federal Agency obligation repurchase agreements; bankers acceptance of United States banks; commercial paper rated by two standard rating agencies within the two highest classifications, which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan. The Township’s deposits are in accordance with statutory authority.

The Investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investments in all of the investments mentioned in the preceding paragraph.

As of December 31, 2024 cash, cash equivalents and investments (custodial balances) consist of the following:

	<b>Total</b>	<b>Cash</b>	<b>Investment</b>
<b>Deposits</b>			
Checking accounts	\$ 204,540	\$ 204,540	\$
Money market and savings accounts	1,277,090	1,277,090	
<b>Total deposits</b>	<b>1,481,630</b>	<b>1,481,630</b>	
<b>Investments</b>			
Cash in money market	1,110,777	1,110,777	
Cash in pooled investment	2,969,223		2,969,223
Negotiable certificates of deposit	1,967,812		1,967,812
Government securities	7,797,200		7,797,200
Asset backed securities	1,787,896		1,787,896
Municipal bonds	10,593,239		10,593,239
<b>Total investments</b>	<b>26,226,147</b>	<b>1,110,777</b>	<b>25,115,370</b>
<b>Total deposits and investments</b>	<b>\$ 27,707,777</b>	<b>\$ 2,592,407</b>	<b>\$ 25,115,370</b>

Deposits and investments are presented in the financial statements in the following areas:

**Governmental and Business Type Activities:**

**Statement of Net Position:**

Cash and cash equivalents	\$ 604,209
Investments	26,349,073
<b>Total</b>	<b>26,953,282</b>

**Fiduciary Funds:**

**Statement of Fiduciary Net Position:**

Cash and cash equivalents	674,478
Investments	2,878,933
<b>Total</b>	<b>3,553,411</b>
<b>Total cash and investments</b>	<b>\$ 30,506,693</b>

CHARTER TOWNSHIP OF ANN ARBOR

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024

**NOTE 2 - DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS (continued)**

The carrying amount of cash and investments reported in the financial statements is stated at \$30,506,693 as of December 31, 2024. The difference between the carrying amounts and amounts mentioned above stem from cash on hand of \$300, deposits in transit, outstanding checks, and Pension Trust Fund cash, cash equivalents, and investments.

The Township's cash and investments are subject to several types of risk which are presented in detail below.

**Custodial Credit Risk**

**Deposits** - Custodial credit risk is the risk that in the event of a custodian failure the Township will not be able to recover its money. State law does not require, and the Township does not have, a deposit policy for custodial credit risk. The Township evaluates each financial institution with which it deposits funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories. At year-end, the Township had an aggregate \$1,481,630 of bank deposits (certificates of deposit, savings, and checking accounts). The following shows the amounts insured, and uninsured and uncollateralized.

Insured by FDIC	\$ 500,000
Uninsured and uncollateralized	<u>981,630</u>
<b>Total</b>	<b><u>\$ 1,481,630</u></b>

**Investments** – This is the risk that in the event of the failure of a counterparty to a transaction, the Township will not be able to recover the value of the investments. The Township does not have a policy to cover custodial credit risk of investments. As of December 31, 2024, investments totaled \$26,226,147, which was exposed to custodial credit risk as follows:

<b>Investments</b>	
Insured by FDIC	\$ 1,967,813
Insured by SPIC	1,000,000
Uninsured	<u>19,178,334</u>
<b>Total</b>	<b><u>\$ 22,146,147</u></b>

The Township's monies held in investment pools (\$2,969,223) and money market funds (\$1,110,777) are not subject to custodial credit risk and are therefore not included in the chart above.

The Township evaluates each financial institution with which it invests and assesses the level of risk of each institution. Investments are made only with those institutions with an acceptable risk.

CHARTER TOWNSHIP OF ANN ARBOR

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024

**NOTE 2 - DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS (continued)**

**Credit Risk**

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Township's investment policy limits investments to those authorized by Public Act 20 of 1943. Commercial paper must be rated within the two (2) highest classifications established by not less than two (2) standard ratings services. Ratings are not required for U.S. Treasuries and money market accounts. As of December 31, 2024, the Township's investments were exposed to credit risk as follows:

<u>Investment Type</u>	<u>Rating by Standards &amp; Poor's</u>	<u>Amount</u>
Negotiable Certificates of Deposit	Not Rated	\$ 1,967,812
U.S. Government Bonds	AA+	7,797,200
Asset Backed Securities	Not Rated	1,787,896
Pooled investment - MiClass	AAAm	2,969,223
Municipal Bonds	AA+/AA-	10,593,239
		<u>\$ 25,115,370</u>

**Interest Rate Risk**

Interest rate risk is the risk that the investment value will decrease as a result of a rise in interest rates during the time an investment has not matured. The Township's investment policy does not limit investment security maturity dates.

At year-end the average maturities of investments subject to interest rate risk are as follows:

<u>Investment Type</u>	<u>Value</u>	<u>Investment Maturity (in years)</u>	
		<u>1 - 5</u>	<u>6 - 10</u>
Negotiable Certificates of Deposits	\$ 1,967,812	\$ 1,967,812	\$
US Government Bonds	7,797,200	7,797,200	
Asset Backed Securities	1,787,896	1,787,896	
Municipal Bonds	10,593,239	10,321,454	271,785
<b>Total</b>	<u>\$ 22,146,147</u>	<u>\$ 21,874,362</u>	<u>\$ 271,785</u>

CHARTER TOWNSHIP OF ANN ARBOR

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024

**NOTE 2 - DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS (continued)**

**Concentration of Credit Risk**

Concentration of credit risk is the risk attributed to placing a large portion of the Township's portfolio of cash and investments with a single institution or issuer. The total portfolio includes all investments plus deposits and cash equivalents. The Township's investment policy requires diversification with a primary focus on safety; however, the policy does not place a fixed percentage limit for any one user.

The following investments and deposits exceed 5% of total portfolio assets available for investment:

<u>Investment Type</u>	<u>Percent of Portfolio</u>
US Government Bonds	28%
Asset Backed Securities	6%
Negotiable CDs	7%
Municipal Bonds	38%
MI Class pooled Cash Investments	11%

**NOTE 3 - FAIR VALUE MEASUREMENTS**

Accounting standards require certain assets and liabilities to be reported at fair value in the financial statements and provide a framework for establishing that fair value. The framework for determining fair value is based on a hierarchy that prioritized the inputs and valuation techniques used to measure fair value.

The standards define fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Additionally, the standards require the use of valuation techniques that maximize the use of observable inputs and minimize the use of unobservable inputs. These inputs are prioritized as follows:

- Level 1 - Observable inputs such as quoted prices in active markets for identical assets or liabilities.
- Level 2 - Observable market-based inputs or unobservable inputs that are corroborated by market data.
- Level 3 - Unobservable inputs for which there is little or no market data, which requires the use of the reporting entity's own assumptions.

**Level 1 – Fair Value Measurements**

The fair value of money market funds are based on quoted net asset values of shares held by the Township at year end. The fair value of negotiable certificates of deposits is based on readily available quoted prices for identical assets.

**Level 2 – Fair Value Measurements**

The fair value of the government securities, asset backed securities and municipal bonds are obtained from readily available pricing sources for comparable financial instruments.

CHARTER TOWNSHIP OF ANN ARBOR

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024

**NOTE 3 - FAIR VALUE MEASUREMENTS (continued)**

The Township investments are reported at fair value in the accompanying balance sheets. The following tables present fair value measurement information for certain financial instruments. The carrying values of receivables, cash and cash equivalents, and the current liabilities included in the accompanying balance sheets approximated fair value at December 31, 2024 and are thus not included in the following table.

The following is a summary of the inputs used to value each investment as of:

Investments by fair value level	Fair Value Measurements			12/31/2024
	Level 1	Level 2	Level 3	
Cash in money market	\$ 1,110,777	\$	\$	\$ 1,110,777
Negotiable certificates of deposit	1,967,812			1,967,812
Government securities		7,797,200		7,797,200
Asset backed securities		1,787,896		1,787,896
Municipal bonds		10,593,239		10,593,239
<b>Total</b>	<b>3,078,589</b>	<b>20,178,335</b>		<b>23,256,924</b>
Investments measured by NAV- Michigan CLASS investment Pool				2,969,223
<b>Total investments</b>	<b>\$ 3,078,589</b>	<b>\$ 20,178,335</b>	<b>\$</b>	<b>\$ 26,226,147</b>

CHARTER TOWNSHIP OF ANN ARBOR

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024

**NOTE 3 - FAIR VALUE MEASUREMENTS (continued)**

**Investments Held at December 31, 2024**

	<u>Fair Value</u>	<u>Unfunded Commitments</u>	<u>Redemption Frequency, if Eligible</u>	<u>Redemption Notice Period</u>
MI CLASS	\$ 2,969,223	\$	None	None
<b>Total</b>	<b>\$ 2,969,223</b>	<b>\$</b>		

The Michigan CLASS investment pool invests in U.S. Treasury obligations, federal agency obligations of the U.S. government, high-grade commercial paper (rated A1 or better), collateralized bank deposits, repurchase agreements (collateralized at 102 percent by treasuries and agencies), and approved money market funds. The program is designed to meet the needs of Michigan public sector investors. It purchases securities that are legally permissible under state statutes and are available for investment by Michigan counties, cities, townships, school districts, authorities, and other public agencies.

CHARTER TOWNSHIP OF ANN ARBOR

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024

**NOTE 4 - CAPITAL ASSETS**

Capital asset activity for governmental activities for the year ended December 31, 2024 was as follows:

	Governmental Activities				Balance 12/31/2024
	Balance 1/1/2024	Additions	Deletions	Reclass	
<b>Capital assets not being depreciated</b>					
Construction in progress	\$ 65,015	\$ 35,209	\$		\$ 100,224
Land	309,860	\$ 10,014,077			10,323,937
Intangible assets	12,670,552				12,670,552
<b>Total non-depreciable assets</b>	<b>13,045,427</b>	<b>10,049,286</b>			<b>23,094,713</b>
<b>Capital assets being depreciated</b>					
General government	1,577,510				1,577,510
Building department	61,039				61,039
Fire protection	4,815,834	21,639			4,837,473
<b>Total depreciable assets</b>	<b>6,454,383</b>	<b>21,639</b>			<b>6,476,022</b>
<b>Total capital assets</b>	<b>19,499,810</b>	<b>10,070,925</b>			<b>29,570,735</b>
<b>Accumulated depreciation</b>	<b>(3,692,108)</b>	<b>(262,648)</b>			<b>(3,954,756)</b>
<b>Governmental activities capital assets, net</b>	<b>\$ 15,807,702</b>	<b>\$ 9,808,277</b>	<b>\$</b>	<b>\$</b>	<b>\$ 25,615,979</b>

Intangible assets represent "Development Right Easements" purchased by and donated to the Farmland Preservation Activity.

Construction in progress relates to a Dixboro Road pathway project and a computer service project, both of which are expected to be completed in the next few years.

Depreciation expense is being recorded in the government-wide statement of activities based upon the activity utilizing the assets. The Township utilizes the straight-line method to depreciate capital assets over their estimated useful lives.

Depreciation expense was distributed to the various activities as follows:

General government	\$ 61,383
Building department	4,143
Fire protection	197,122
<b>Total</b>	<b>\$ 262,648</b>

CHARTER TOWNSHIP OF ANN ARBOR

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024

**NOTE 4 - CAPITAL ASSETS (continued)**

A summary of changes in fixed assets and depreciation for the water and sewer activities is as follows:

	Water and Sewer			Balance 12/31/2024
	Balance 1/1/2024	Additions	Deletions	
<b>Capital assets not being depreciated</b>				
Construction in progress	\$ 11,475	\$	\$	\$ 11,475
<b>Depreciable Assets</b>				
Sewer system	8,377,507			8,377,507
Water system	13,431,682			13,431,682
Utility equipment	3,281,793	79,158		3,360,951
<b>Total depreciable assets</b>	25,090,982	79,158		25,170,140
<b>Accumulated depreciation</b>	(13,704,720)	(556,854)		(14,261,574)
<b>Business type, activities capital asset, net</b>	<u>\$ 11,397,737</u>	<u>\$ (477,696)</u>	<u>\$</u>	<u>\$ 10,920,041</u>

Construction in progress is initial design costs for a future groundwater storage tank. The project is several years out and will cost upward to several million dollars.

Depreciation is charged as an expense against operations.

Depreciation has been provided over the estimated useful lives using the straight-line method.

**NOTE 5 - LONG-TERM OBLIGATION**

**Accrued Compensated Absences**

The Township has recorded a liability in the Statement of Net Position for compensated absences of the Governmental and Business Type activities. The policies regarding compensated absences are outlined in the Township's "Rules of Employment".

Description	Balance 1/1/2024	Additions	Deletions	Balance 12/31/2024	Within One Year
Accrued compensated Absences - governmental	\$ 120,530	\$ 53,719	\$	\$ 174,249	\$ 51,455
Accrued compensated Absences - business-type	23,015	19,726		42,741	2,023
<b>Totals</b>	<u>\$ 143,545</u>	<u>\$ 73,445</u>	<u>\$</u>	<u>\$ 216,990</u>	<u>\$ 53,478</u>

**CHARTER TOWNSHIP OF ANN ARBOR**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2024**

**NOTE 6 – LEASE RECEIVABLE**

The Township implemented GASB Standard No 87, *Leases*, for the year ended December 31, 2022, and has determined that it has several long-term lease receivable agreements. Leases were valued at implementation based on the present value of future lease payments, using a discount rate of 3.67%, based on the Township’s calculated incremental borrowing rate.

The net present value at implementation, lease term, rent earned, interest earned and remaining balance as of December 31, 2024, are presented below:

<u>Lease</u>	<u>Term</u>	<u>Balance at January 1, 2024</u>	<u>Rent Earned</u>	<u>Balance at December 31, 2024</u>	<u>Interest Earned</u>	<u>Total Received</u>
At&t	5 Years	\$ 139,351	\$ 45,745	\$ 93,606	\$ 4,430	\$ 50,175
T-Mobile	5 Years	126,822	44,575	82,247	3,917	48,492
SBA	6 Years	178,803	47,521	131,282	6,278	53,800
Less: Timing adjustments				(22,782)		
<b>Total</b>		<b>\$ 444,976</b>	<b>\$ 137,841</b>	<b>\$ 284,353</b>	<b>\$ 14,625</b>	<b>\$ 152,467</b>

The T-Mobile lease was cancelled in 2023.

Future expected lease receipts, including principal and interest, are expected to be received as noted below:

<u>Year Ended December 31,</u>	<u>Rent Revenue</u>	<u>Interest Revenue</u>	<u>Total Receipts</u>
2025	\$ 149,162	\$ 8,803	\$ 157,965
2026	133,785	3,225	137,010
2027	24,188	222	24,410
<b>Total</b>	<b>\$ 307,135</b>	<b>\$ 12,250</b>	<b>\$ 319,385</b>

As the leases represent long term expected inflow of resources, the Township has recognized a deferred inflow of resources, which will be amortized on a straight-line basis for the term of each respective lease.

<u>Year Ended December 31,</u>	<u>Annual Amortization Amount</u>	<u>Accumulated Amortization</u>	<u>Eliminations</u>	<u>Unamortized Deferred Inflows</u>
Upon implementation	\$	\$		\$ 990,244
2022	226,493	226,493		763,751
2023	158,242	384,735	(193,348) *	412,161
2024	138,102	716,185		274,059
2025	138,106	854,291		135,953
2026	115,796	970,087		20,157
2027	20,157	990,244		

\* The lease for T-Mobile was cancelled in the year ended December 31, 2023, resulting in the elimination of \$193,348 in outstanding deferred inflows.

**CHARTER TOWNSHIP OF ANN ARBOR**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024**

**NOTE 7 - INTERFUND RECEIVABLES AND PAYABLES**

Interfund receivables and payables exist at December 31, 2024. These represent short-term borrowings and amounts owed for reimbursements between other funds.

As of December 31, 2024 the following interfund balances were outstanding:

<u>Interfund Receivable</u>	<u>Interfund Payable</u>	<u>Amount</u>	<u>Explanation</u>
General Fund	Grant Fund	\$ 27,886	Reimbursement between funds
Building Fund	Current Tax Fund	194	Reimbursement between funds
General Fund	Current Tax Fund	14,844	Reimbursement between funds
	<b>Total</b>	<u><u>\$ 42,924</u></u>	

Interfund transfers, as reported in the fund financial statements, as of December 31, 2024, were:

<u>Transfer In</u>	<u>Transfer Out</u>	<u>Amount</u>
General Fund	ARPA Fund	\$ 42,231
Grant Fund	Fire Fund	8,794
Grant Fund	General Fund	3,865
Capital Improvement Fund	General Fund	266,000
Capital Improvement Fund	Public Safety Fund	1,100,000
General Fund	Township Woodland Fund	1,000,000
General Fund	Farmland Preservation fund	2,000,000
General Fund	Public Safety Fund	3,500,000
Fire Fund	Public Safety Fund	2,200,000
	<b>Total</b>	<u><u>\$ 10,120,890</u></u>

**NOTE 8 - STATEMENT OF CASH FLOWS**

Pursuant to the Governmental Accounting Standards Board (GASB) standards, a statement of cash flows is presented. The purpose of the statement of cash flows is to explain the change in cash and cash equivalents during the year. Cash equivalents are defined as short-term, highly liquid investments with original maturities of three months or less. The direct method was utilized to represent cash flows from operations. The following is a schedule of beginning and ending cash and cash equivalents:

	<u>12/31/2023</u>	<u>12/31/2024</u>
<b>Current assets</b>		
Cash and cash equivalents	<u>\$ 37,140</u>	<u>\$ 81,987</u>

**CHARTER TOWNSHIP OF ANN ARBOR**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024**

**NOTE 9 - PENSION PLAN - DEFINED CONTRIBUTION PLAN**

On May 15, 1989, the Charter Township of Ann Arbor signed a single employer defined contribution pension plan and trust agreement with Massachusetts Mutual Life Insurance Company in order to establish a pension plan which provides retirement and incidental life insurance benefits for its employees. The effective date of this plan was August 1, 1989.

A defined contribution pension plan provides pension benefits in return for services rendered. It also provides an individual account for each participant and specifies how contributions to the individual's account are to be determined instead of specifying the amount of benefits a participant will receive. Under a defined contribution pension plan, the benefits a participant will receive depend solely on the amount contributed to the participant's account and the returns on the investments of those contributions.

Employees currently eligible for participation in the plan include all officers of the Charter Township of Ann Arbor including the Supervisor, Treasurer, Clerk, and all Township employees who are employed full time on a regular basis.

Employees currently eligible must be eighteen years of age. Hours of service is computed on the basis of actual hours for which an employee is paid or entitled payment.

No pension provision changes occurred during the year that affected the required contributions to be made.

The plan year is January 1 through December 31.

In the event of termination of employment or participation of a participant prior to his or her normal retirement age, the vested interest in that portion of the participant's account derived from employer contributions is 100%.

The Township is required to contribute 10% of compensation per participant. There is no mandatory employee contribution.

Normal retirement age of a participant shall be his sixty-fifth birthday. Retirement prior to normal retirement age will be permitted upon the attainment of age fifty-five and the completion of one year of service.

A summary of the most recent available plan's activity for the period January 1, 2024 to December 31, 2024 is as follows:

<b>BALANCE IN GUARANTEED ACCOUNT, JANUARY 1, 2024</b>	\$ 2,800,639
Contributions	144,118
Loan Activity	3,694
Withdrawals	(511,679)
Investment income (loss)	467,049
Administrative expense	(21,288)
<b>BALANCE IN GUARANTEED ACCOUNT, DECEMBER 31, 2024</b>	<u><u>\$ 2,882,533</u></u>

**CHARTER TOWNSHIP OF ANN ARBOR**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2024**

**NOTE 10 - DEFERRED COMPENSATION PLAN**

Ann Arbor Township participates in a deferred compensation plan established by the Michigan Township Association Master Deferral Compensation Plan pursuant to Section 457(b) of the Internal Revenue Code. All full-time Township employees are eligible to participate. Participants may elect to contribute, and revoke the election to contribute, at any time. The plan is administered by the Township and serviced through Empower (previously serviced by VOYA). Total employee contributions made for the year ended December 31, 2024 were \$792,474. The Township has no obligation to contribute to this plan.

**NOTE 11 - HEALTH SAVINGS PLAN**

For the year ended December 31, 2024, the Township's HSA contribution amount was \$6,000 annually for each eligible employee with family health insurance coverage, or \$3,000 for employees with individual coverage. This is consistent with firefighters and non-union employees.

All full-time employees and the elected Supervisor, Clerk, and Treasurer are eligible for the Township's medical insurance for him/herself, spouse, and dependent children. These employees may choose to opt out of both medical/vision and dental insurance if he/she is covered under another group medical insurance plan and provides proof of such coverage. The employee shall be compensated for 40% of the Township medical (not including dental) insurance cost that is avoided and will not be eligible for any HSA payments from the Township. The compensation received in lieu of health insurance is a taxable benefit. The Township contributed \$77,800 toward HSA funding for 2024.

**NOTE 12 - MERS HEALTH CARE SAVINGS PROGRAM**

The Township adopted the MERS post employment health care savings plan effective April 1, 2009 with the program available to all full-time union fire fighter employees. The Township added a second plan effective January 1, 2019 available to all full time non-union (general township) employees and elected officials.

The non-union employee plan requires the Township to contribute \$350 per month for non-union employees, with a mandatory 3% salary reduction employee contribution.

The union firefighter plan required participants to contribute a pre-tax amount of at least \$5.00 per month with the ability to elect up to 100% of their salary. The revised plan requires the Township to contribute \$350 per month per full time union firefighter, with a mandatory \$10 per pay period employee contribution. In addition, the revised union firefighter's contract stipulated a one-time contribution of \$18,000 per employee for those employed as of January 1, 2019 and still on staff at the payment date in June, 2019. The Township also contributes a one time contribution of \$23,000 when a full time union firefighter retires at age 62 or older, or has 25 years of continued service, or is permanently disabled.

Contributions to the plan for the year ended December 31, 2024 were as follows:

Non-union employee monthly contributions	\$ 43,850
Union firefighter monthly contributions	<u>45,850</u>
<b>Total Contributions</b>	<b><u><u>\$ 89,700</u></u></b>

The monies held in the MERS Health Care Savings Program Trust Funds are held and invested for the sole purpose of paying health care benefits and any expenses for administration for eligible employees and shall not be used for any other purpose.

CHARTER TOWNSHIP OF ANN ARBOR

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024

**NOTE 13 - SEGMENT INFORMATION FOR ENTERPRISE FUND**

The Township maintains a proprietary fund which is financed by user charges. Segment information as of December 31, 2024 follows:

	<b><u>Water and Sewer System</u></b>
Operating revenues	\$ 3,081,387
Depreciation	556,854
Operating (loss)	(120,607)
Non-operating revenues and (expenses) net	534,590
Change in net position	413,983
Current assets	12,245,853
Current liabilities	526,529
Net working capital	11,719,324
Total assets	23,165,894
Total liabilities	526,529
Net assets	22,639,365

**NOTE 14 - POTENTIAL LOST TAX REVENUES - ANNEXATION**

The Township and the City of Ann Arbor have reached an agreement regarding the annexation of certain Township properties into the city with a Boundary Agreement signed in 1994. The Agreement conforms with precedence from state courts and provides for systemic planning of services for contiguous areas. Management for the Township has been estimating the lost tax revenue to the Township because of the annexation activities. In 2024, the Township did release several properties to the City of Ann Arbor with taxable value of \$1,315,443. The loss in tax dollars amounts to approximately \$6,267. For the year 2025 the amount of taxable value which will be released to the City of Ann Arbor is projected to be \$717,738 with a projected loss in tax dollars of approximately \$3,677.

**NOTE 15 - TAX ABATEMENTS**

The Township currently has two commercial businesses which have been granted IFT's (Industrial Facilities Tax) that are active exemptions. The total taxable value for the commercial entities for 2024 is \$26,891,562. The loss in Township tax dollars amounts to approximately \$64,053.

**NOTE 16 - SUBSEQUENT EVENTS**

Subsequent events have been evaluated through May 19, 2025, which is the date the financial statements were available to be issued.

Management has determined that the Township does not have any material recognizable or non-recognizable events.

CHARTER TOWNSHIP OF ANN ARBOR

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024

**NOTE 17 – NEWLY ADOPTED ACCOUNTING STANDARDS**

In June 2022, the GASB Issued Statement No. 100, *Accounting Changes and Error Corrections an amendment on GASB Statement No. 62*. This statement prescribes the accounting and financial reporting for (1) each type of accounting change and (2) error corrections. This statement requires that (a) changes in accounting principles and error corrections be reported retroactively by restating prior periods, (b) changes to or within the financial reporting entity be reported by adjusting beginning balances of the current period, and (c) changes in accounting estimates be reported prospectively by recognizing the change in the current period.

In June 2022, the Governmental Accounting Standards Board issued Statement No. 101, *Compensated Absences*, which updates the recognition and measurement guidance for compensated absences under a unified model. This Statement requires that liabilities for compensated absences be recognized for leave that has not been used and leave that has been used but not yet paid in cash or settled through noncash means and establishes guidance for measuring a liability for leave that has not been used. It also updates disclosure requirements for compensated absences

The Township implemented these standards for the year ended December 31, 2024, and has determined that it did not have a significant impact on the financial statements.

**NOTE 18 - UPCOMING GASB STANDARDS**

In December 2023, the GASB issued Statement No. 102, *Certain Risk Disclosures*. This Statement requires a government to assess whether a concentration or constraint makes the government vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to being to occur within 12 months of the date the financial statements are issued. If a government determines that criteria for disclosure have been met for a concentration or constraint, it should disclose information in notes to financial statements in sufficient detail to enable users of financial statements to understand the nature of circumstances disclosed and the government's vulnerability to the risk of substantial impact. The Township is currently evaluating the impact this Statement will have on the financial statements when it is adopted during the year ending December 31, 2025.

In April 2024, the GASB issued Statement No. 103, *Financial Reporting Model Improvements*. This Statement established new accounting and financial reporting requirements – or modified existing requirements – related to management's discussion and analysis (MD&A), unusual or infrequent items, presentation of the proprietary fund statement of revenues, expenses and changes in fund position, information about major components and budgetary comparison information. The Township is currently evaluating the impact this standard will have on the financial statements when it is adopted during the year ending December 31, 2026.

In September 2024, the GASB issued Statement No. 104, *Disclosure of Certain Capital Assets*. This Statement requires certain types of capital assets to be disclosed separately in the capital assets note disclosures required by Statement No. 34. Leased assets recognized in accordance with Statement No. 87, *Leases*, and intangible right-to-use assets recognized in accordance with Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, should be disclosed separately by major class of the underlying asset in the capital assets note disclosures. Subscription assets recognized in accordance with Statement No. 96, *Subscription-based Information Technology Arrangements*, also should be separately disclosed. In addition, the Statement requires intangible assets other than those three types to be disclosed separately by major class. This Statement also requires additional disclosure for capital assets held for sale. The Township is currently evaluating the impact this Statement will have on the financial statements when it is adopted during the year ending December 31, 2026.

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**REQUIRED SUPPLEMENTARY INFORMATION**

CHARTER TOWNSHIP OF ANN ARBOR

GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget Amount		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Taxes	\$ 505,000	\$ 505,000	\$ 532,428	\$
State revenues	480,400	480,400	501,065	
Cable franchise fees	96,000	96,000	85,020	
Interest and rents	140,000	140,000	109,410	
Licenses and permits	1,350	1,350	2,144	
Annexation fees	1,000	1,000	800	
Planning and zoning fees	6,000	6,000	13,595	
Investment earnings	234,000	234,000	441,064	
Penalties and interest	3,500	3,500	2,433	
Miscellaneous	700	500	39,820	
Special assessment revenue		231,300	58,346	
<b>Total revenues</b>	<b>1,467,950</b>	<b>1,699,050</b>	<b>1,786,125</b>	<b>87,075</b>
<b>EXPENDITURES</b>				
Board of Trustees	52,150	54,303	46,207	8,096
Supervisor	133,211	133,211	131,496	1,715
Election	51,000	51,000	34,255	16,745
Assessor	86,620	86,620	87,708	(1,088)
Legal and professional	639,350	689,350	382,149	307,201
Clerk	181,894	191,322	176,023	15,299
Technology	39,750	39,750	24,196	15,554
Treasurer	121,690	132,993	128,984	4,009
Buildings and grounds	31,908	31,908	11,066	20,842
Operations	81,343	66,343	72,259	(5,916)
Planning commission	139,894	169,872	157,968	11,904
Zoning board of appeals	83,554	83,554	67,655	15,899
Roads	0	257,000	162,462	94,538
Farmland preservation	12,100	12,100	4,768	7,332
Capital outlay		10,037,000	10,035,436	1,564
Parks and recreation	50,000	44,000	1,750	42,250
<b>Total expenditures</b>	<b>1,704,464</b>	<b>12,080,326</b>	<b>11,524,382</b>	<b>555,944</b>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<b>(236,514)</b>	<b>(10,381,276)</b>	<b>(9,738,257)</b>	<b>643,019</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer (out)	(266,000)	(270,900)	(269,865)	1,035
Transfer in		6,542,231	6,542,231	0
<b>Net change in fund balance</b>	<b>(502,514)</b>	<b>(4,109,945)</b>	<b>(3,465,891)</b>	<b>644,054</b>
<b>FUND BALANCE, JANUARY 1, 2024</b>	<b>7,598,432</b>	<b>7,598,432</b>	<b>7,598,432</b>	
<b>FUND BALANCE, DECEMBER 31, 2024</b>	<b>\$ 7,095,918</b>	<b>\$ 3,488,487</b>	<b>\$ 4,132,541</b>	<b>\$ 644,054</b>

CHARTER TOWNSHIP OF ANN ARBOR

PUBLIC SAFETY FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget Amount		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Taxes	\$	\$	\$ 2,343,560	\$
State revenues			153,685	
Service contracts			110,260	
Charges for service			0	
Fines and forfeits			1,595	
Investment earnings			374,764	
Miscellaneous			62,889	
<b>Total revenues</b>	<u>2,714,195</u>	<u>2,714,195</u>	<u>3,046,753</u>	<u>332,558</u>
<b>EXPENDITURES</b>				
Police protection			725,105	
Fire protection			2,085,717	
<b>Total expenditures</b>	<u>2,954,731</u>	<u>3,059,138</u>	<u>2,810,822</u>	<u>248,316</u>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<u>(240,536)</u>	<u>(344,943)</u>	<u>235,931</u>	<u>580,874</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer in	2,200,000	2,200,000	2,200,000	
Transfers (out)	<u>(3,300,000)</u>	<u>(6,809,201)</u>	<u>(6,808,794)</u>	<u>407</u>
<b>Total other financing sources (uses)</b>	<u>(1,100,000)</u>	<u>(4,609,201)</u>	<u>(4,608,794)</u>	
<b>Net change in fund balance</b>	<u>(1,340,536)</u>	<u>(4,954,144)</u>	<u>(4,372,863)</u>	<u>580,874</u>
<b>FUND BALANCE, JANUARY 1, 2024</b>	<u>7,682,060</u>	<u>7,682,060</u>	<u>7,682,060</u>	
<b>FUND BALANCE, DECEMBER 31, 2024</b>	<u>\$ 6,341,524</u>	<u>\$ 2,727,916</u>	<u>\$ 3,309,197</u>	<u>\$ 581,281</u>

**CHARTER TOWNSHIP OF ANN ARBOR**

**BUILDING FUND**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED DECEMBER 31, 2024**

	Budget Amount		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Building permits	\$	\$	\$ 301,693	\$
Investment earnings			85,565	
Miscellaneous			427,422	
<b>Total revenues</b>	206,000	931,000	814,680	(116,320)
<b>EXPENDITURES</b>	427,427	1,086,172	815,358	270,814
<b>Net change in fund balance</b>	(221,427)	(155,172)	(678)	154,494
<b>FUND BALANCE, JANUARY 1, 2024</b>	1,723,114	1,723,114	1,723,114	
<b>FUND BALANCE, DECEMBER 31, 2024</b>	<u>\$ 1,501,687</u>	<u>\$ 1,567,942</u>	<u>\$ 1,722,436</u>	<u>\$ 154,494</u>

CHARTER TOWNSHIP OF ANN ARBOR

CAPITAL IMPROVEMENT FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget Amount		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Service contracts	\$	\$	\$ 87,602	\$
Interest and rents			54,660	
Investment earnings			129,762	
<b>Total revenues</b>		181,000	272,024	91,024
<b>EXPENDITURES</b>		1,386,000	175,675	\$1,210,325
<b>Excess (deficiency) of revenue over expenditures</b>		(1,205,000)	96,349	1,301,349
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in		1,366,000	1,366,000	
<b>Net change in fund balance</b>		161,000	1,462,349	1,301,349
<b>FUND BALANCE, JANUARY 1, 2024</b>	1,877,973	1,877,973	1,877,973	
<b>FUND BALANCE, DECEMBER 31, 2024</b>	<u>\$ 1,877,973</u>	<u>\$ 672,973</u>	<u>\$ 3,340,322</u>	<u>\$ 2,667,349</u>

CHARTER TOWNSHIP OF ANN ARBOR

ARPA FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget Amount		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUE</b>				
Grant revenue	\$	\$	\$ 42,053	\$
<b>Total revenues</b>		42,053	42,053	\$
<b>EXPENSE</b>				
<b>Excess revenue over expense</b>		42,053	42,053	
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer out		(42,231)	(42,231)	
<b>Net change in fund balance</b>		(178)	(178)	
<b>FUND BALANCE, JANUARY 1, 2024</b>		178	178	
<b>FUND BALANCE, DECEMBER 31, 2024</b>	\$	\$	\$	\$

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**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

CHARTER TOWNSHIP OF ANN ARBOR

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION  
FOR THE YEAR ENDED DECEMBER 31, 2024

**NOTE - BUDGETARY INFORMATION**

Highlights of the budgetary process are disclosed in Note 1 of the Notes to the Financial Statements.

**Budget Overruns**

Expenditures exceeded appropriations in the General fund:

	<u>Final Budget</u>	<u>Actual Expenditures</u>	<u>Variance (Unfavorable)</u>
Assessor	\$ 86,620	\$ 87,708	\$ (1,088)
Operations	66,343	72,259	(5,916)
<b>Total</b>	<u>\$ 152,963</u>	<u>\$ 159,967</u>	<u>\$ (7,004)</u>

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**SUPPLEMENTARY INFORMATION**

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**COMBINING FINANCIAL STATEMENTS**

CHARTER TOWNSHIP OF ANN ARBOR

ALL FUNDS INCLUDED IN GASB 54 GENERAL FUND CONSOLIDATION  
COMBINING BALANCE SHEET  
DECEMBER 31, 2024

	General Fund Pre GASB 54 Consolidation	Insurance Reserve Fund	Development Rights Monitoring Fund	Escrow Fund	Totals Restated General Fund
<b>ASSETS</b>					
Cash, cash equivalents and investments	\$ 2,549,604	\$ 1,355,354	\$ 140,585	\$ 1,979,582	\$ 6,025,125
Receivables					
Special assessment receivable	324,055				324,055
Taxes receivable	489,433				489,433
State revenues receivable	77,329				77,329
Leases receivable	175,853				175,853
Accounts receivable - other	31,211				31,211
Prepaid expenses	27,304				27,304
Due from other funds	42,730				42,730
<b>Total assets</b>	<b>\$ 3,717,519</b>	<b>\$ 1,355,354</b>	<b>\$ 140,585</b>	<b>\$ 1,979,582</b>	<b>\$ 7,193,040</b>
<b>LIABILITIES</b>					
Accounts payable	\$ 91,205	\$	\$	\$	\$ 91,205
Due to others				1,282,650	1,282,650
Unearned revenues				696,932	696,932
<b>Total liabilities</b>	<b>91,205</b>			<b>1,979,582</b>	<b>2,070,787</b>
<b>DEFERRED INFLOW OF RESOURCES</b>					
Taxes levied for the following year	832,573				832,573
Leases	157,139				157,139
<b>Total deferred inflow of resources</b>	<b>989,712</b>				<b>989,712</b>
<b>FUND BALANCES</b>					
Committed for:					
Insurance reserve		1,355,354			1,355,354
Development rights monitoring			138,585		138,585
Assigned for future budget deficits	14,342		2,000		16,342
Unassigned	2,622,260				2,622,260
<b>Total fund balance</b>	<b>2,636,602</b>	<b>1,355,354</b>	<b>140,585</b>		<b>4,132,541</b>
<b>Total liabilities, deferred inflow of resources and fund balance</b>	<b>\$ 3,717,519</b>	<b>\$ 1,355,354</b>	<b>\$ 140,585</b>	<b>\$ 1,979,582</b>	<b>\$ 7,193,040</b>

CHARTER TOWNSHIP OF ANN ARBOR

ALL FUNDS INCLUDED IN GASB 54 PUBLIC SAFETY FUND CONSOLIDATION  
 COMBINING BALANCE SHEET  
 DECEMBER 31, 2024

	<b>Public Safety Pre GASB 54 Consolidation</b>	<b>Fire Fund</b>	<b>Totals Restated Public Safety Fund</b>
<b>ASSETS</b>			
Cash, cash equivalents and investments	\$ 2,179,546	\$ 1,354,600	\$ 3,534,146
Taxes receivable	2,153,831		2,153,831
Accounts receivable - other	119,436	5,022	124,458
Prepaid expenses		78,469	78,469
<b>Total assets</b>	<b>\$ 4,452,813</b>	<b>\$ 1,438,091</b>	<b>\$ 5,890,904</b>
<b>LIABILITIES</b>			
Accounts payable	\$ 59,097	\$ 30,879	\$ 89,976
Accrued expenses		44,360	44,360
Accrued paid time off		40,693	40,693
<b>Total liabilities</b>	<b>59,097</b>	<b>115,932</b>	<b>175,029</b>
<b>DEFERRED INFLOW OF RESOURCES</b>			
Property taxes levied for following year	2,406,678		2,406,678
<b>FUND BALANCES</b>			
Restricted for public safety	1,093,138	1,321,946	2,415,084
Assigned for future budget deficits	893,900	213	894,113
<b>Total fund balances</b>	<b>1,987,038</b>	<b>1,322,159</b>	<b>3,309,197</b>
<b>Total liabilities, deferred inflow of resources and fund balance</b>	<b>\$ 4,452,813</b>	<b>\$ 1,438,091</b>	<b>\$ 5,890,904</b>

CHARTER TOWNSHIP OF ANN ARBOR

ALL NONMAJOR FUNDS  
COMBINING BALANCE SHEET  
DECEMBER 31, 2024

	Farmland Preservation Fund	Street Lighting Fund	Township Woodland Fund	Grant Fund	Totals
<b>ASSETS</b>					
Cash, cash equivalents and investments	\$ 685,676	\$ 1,508	\$ 59,499	\$ 35,364	\$ 782,047
Taxes Receivable	428,375				428,375
Special assessment receivable		4,269			4,269
Grants receivable				26,165	26,165
Accounts receivable - other	16,964				16,964
<b>Total assets</b>	<u>\$ 1,131,015</u>	<u>\$ 5,777</u>	<u>\$ 59,499</u>	<u>\$ 61,529</u>	<u>\$ 1,257,820</u>
<b>LIABILITIES</b>					
Accounts payable	\$ 1,691	\$ 428	\$	\$ 33,643	\$ 35,762
Due to other funds				27,886	27,886
<b>Total liabilities</b>	<u>1,691</u>	<u>428</u>		<u>61,529</u>	<u>63,648</u>
<b>DEFERRED INFLOW OF RESOURCES</b>					
Taxes levied for the following year	478,663				478,663
<b>FUND BALANCE</b>					
Restricted for:					
Streetlighting		5,349			5,349
Farmland preservation	650,661				650,661
Woodland			59,499		59,499
<b>Total fund balance</b>	<u>650,661</u>	<u>5,349</u>	<u>59,499</u>		<u>715,509</u>
<b>Total liabilities and fund balance</b>	<u>\$ 1,131,015</u>	<u>\$ 5,777</u>	<u>\$ 59,499</u>	<u>\$ 61,529</u>	<u>\$ 1,257,820</u>

CHARTER TOWNSHIP OF ANN ARBOR

ALL FIDUCIARY FUNDS  
 COMBINING STATEMENT OF FIDUCIARY NET POSITION  
 DECEMBER 31, 2024

	Pension Trust Fund	Tax Collection Fund	Totals
<b>ASSETS</b>			
Cash, cash equivalents and investments	\$ 2,878,933	\$ 674,478	\$ 3,553,411
Loan receivable	3,600		3,600
<b>Total assets</b>	<u>\$ 2,882,533</u>	<u>\$ 674,478</u>	<u>\$ 3,557,011</u>
<b>LIABILITIES</b>			
Due to others	\$	\$ 659,439	\$ 659,439
Due to other funds		15,039	15,039
<b>Total liabilities</b>		674,478	674,478
<b>NET POSITION</b>			
Restricted for pension	2,882,533		2,882,533
<b>Total liabilities and net position</b>	<u>\$ 2,882,533</u>	<u>\$ 674,478</u>	<u>\$ 3,557,011</u>

CHARTER TOWNSHIP OF ANN ARBOR

ALL FUNDS INCLUDED IN GASB 54 GENERAL FUND CONSOLIDATION  
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
 FOR THE YEAR ENDED DECEMBER 31, 2024

	General Fund Pre GASB 54 Consolidation	Insurance Reserve Fund	Development Rights Monitoring Fund	Total Restated General Fund
<b>REVENUES</b>				
Taxes	\$ 532,428	\$	\$	\$ 532,428
State revenues	501,065			501,065
Cable franchise fees	85,020			85,020
Interest and rents	109,410			109,410
Licenses and permits	2,144			2,144
Annexation fees	800			800
Planning and zoning fees	13,595			13,595
Investment earnings	369,261	65,178	6,625	441,064
Penalties and interest	2,433			2,433
Miscellaneous	39,820			39,820
Special assessment revenue	58,346			58,346
<b>Total revenues</b>	<b>1,714,322</b>	<b>65,178</b>	<b>6,625</b>	<b>1,786,125</b>
<b>EXPENDITURES</b>				
<b>Elected officials</b>				
Board of Trustees	46,207			46,207
Supervisor	131,496			131,496
Clerk	176,023			176,023
Treasurer	128,984			128,984
<b>Total elected officials</b>	<b>482,710</b>			<b>482,710</b>
<b>General government</b>				
Election	34,255			34,255
Assessor	87,708			87,708
Legal and professional	346,116	33,799	2,234	382,149
Technology	24,196			24,196
Buildings and grounds	11,066			11,066
Operations	72,259			72,259
Planning commission	157,968			157,968
Zoning board of appeals	67,655			67,655
Farmland Support	4,768			4,768
Parks and recreation	1,750			1,750
<b>Total general government</b>	<b>807,741</b>	<b>33,799</b>	<b>2,234</b>	<b>843,774</b>
<b>Roads</b>	<b>162,462</b>			<b>162,462</b>
<b>Capital outlay</b>	<b>10,035,436</b>			<b>10,035,436</b>
<b>Total expenditures</b>	<b>11,488,349</b>	<b>33,799</b>	<b>2,234</b>	<b>11,524,382</b>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<b>(9,774,027)</b>	<b>31,379</b>	<b>4,391</b>	<b>(9,738,257)</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer (out)	(269,865)			(269,865)
Transfer in	6,542,231			6,542,231
<b>Net change in fund balance</b>	<b>(3,501,661)</b>	<b>31,379</b>	<b>4,391</b>	<b>(3,465,891)</b>
<b>FUND BALANCE, JANUARY 1, 2024</b>	<b>6,138,263</b>	<b>1,323,975</b>	<b>136,194</b>	<b>7,598,432</b>
<b>FUND BALANCE, DECEMBER 31, 2024</b>	<b>\$ 2,636,602</b>	<b>\$ 1,355,354</b>	<b>\$ 140,585</b>	<b>\$ 4,132,541</b>

CHARTER TOWNSHIP OF ANN ARBOR

ALL FUNDS INCLUDED IN GASB 54 - PUBLIC SAFETY FUND CONSOLIDATION  
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
 FOR THE YEAR ENDED DECEMBER 31, 2024

	Public Safety Fund Pre GASB 54 Consolidation	Fire Fund	Elimination	Total Restated Public Safety Fund
<b>REVENUES</b>				
Taxes	\$ 2,343,560	\$	\$	\$ 2,343,560
State revenues	75,390	78,295		153,685
Service contracts	110,260			110,260
Fines and forfeits	1,595			1,595
Interest	314,300	60,464		374,764
Miscellaneous		62,889		62,889
<b>Total revenues</b>	<u>2,845,105</u>	<u>201,648</u>		<u>3,046,753</u>
<b>EXPENDITURES</b>				
Police protection	725,105			725,105
Fire protection		2,085,717		2,085,717
<b>Total expenditures</b>	<u>725,105</u>	<u>2,085,717</u>		<u>2,810,822</u>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<u>2,120,000</u>	<u>(1,884,069)</u>		<u>235,931</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer in		2,200,000		2,200,000
Transfer (out)	(6,800,000)	(8,794)		(6,808,794)
<b>Total other financing sources (uses)</b>	<u>(6,800,000)</u>	<u>2,191,206</u>		<u>(4,608,794)</u>
<b>Net change in fund balance</b>	<u>(4,680,000)</u>	<u>307,137</u>		<u>(4,372,863)</u>
<b>FUND BALANCE, JANUARY 1, 2024</b>	<u>6,667,038</u>	<u>1,015,022</u>		<u>7,682,060</u>
<b>FUND BALANCE, DECEMBER 31, 2024</b>	<u>\$ 1,987,038</u>	<u>\$ 1,322,159</u>	<u>\$</u>	<u>\$ 3,309,197</u>

CHARTER TOWNSHIP OF ANN ARBOR

ALL NONMAJOR FUNDS  
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 FOR THE YEAR ENDING DECEMBER 31, 2024

	Farmland Preservation Fund	Street Lighting Fund	Township Woodland Fund	Grant Fund	Totals
<b>REVENUES</b>					
Taxes	\$ 466,088	\$	\$	\$	\$ 466,088
State revenues	26,957				26,957
Grant income				37,721	37,721
Special assessments		5,003			5,003
Investment earnings	116,244	75	48,677		164,996
<b>Total revenues</b>	<u>609,289</u>	<u>5,078</u>	<u>48,677</u>	<u>37,721</u>	<u>700,765</u>
<b>EXPENDITURES</b>					
Current:					
Building department					
Street lighting		5,095			5,095
Farmland preservation	21,512				21,512
Grants				36,530	36,530
Capital outlay:					
Grants				13,850	13,850
<b>Total expenditures</b>	<u>21,512</u>	<u>5,095</u>		<u>50,380</u>	<u>76,987</u>
<b>Excess (deficiency) of revenue over expenditures</b>	587,777	(17)	48,677	(12,659)	623,778
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers in				12,659	12,659
Transfers (out)	(2,000,000)		(1,000,000)		(3,000,000)
<b>Net change in fund balance</b>	(1,412,223)	(17)	(951,323)		(2,363,563)
<b>FUND BALANCE, JANUARY 1, 2024</b>	<u>2,062,884</u>	<u>5,366</u>	<u>1,010,822</u>		<u>3,079,072</u>
<b>FUND BALANCE, DECEMBER 31, 2024</b>	<u>\$ 650,661</u>	<u>\$ 5,349</u>	<u>\$ 59,499</u>	<u>\$</u>	<u>\$ 715,509</u>

CHARTER TOWNSHIP OF ANN ARBOR

ALL FIDUCIARY FUNDS  
 COMBINING STATEMENT OF CHANGES IN FIDUCIARY NET POSITION  
 DECEMBER 31, 2024

	Pension Trust Fund	Tax Collection Fund	Totals
<b>ADDITIONS</b>			
Employer contributions	\$ 144,118	\$	\$ 144,118
Loan activity	3,694		3,694
Investment income	467,049		467,049
Property taxes collected for others		26,819,027	26,819,027
<b>Total additions</b>	<u>614,861</u>	<u>26,819,027</u>	<u>\$ 27,433,888</u>
<b>DEDUCTIONS</b>			
Benefits paid to participants	511,679		511,679
Administrative expense	21,288		21,288
Property taxes paid to others		26,819,027	26,819,027
<b>Total deductions</b>	<u>532,967</u>	<u>26,819,027</u>	<u>27,351,994</u>
<b>Net increase in fiduciary net position</b>	81,894		81,894
<b>Net Position - January 1, 2024</b>	<u>2,800,639</u>		<u>2,800,639</u>
<b>Net Position - December 31, 2024</b>	<u><u>\$ 2,882,533</u></u>	<u><u>\$</u></u>	<u><u>\$ 2,882,533</u></u>

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**INDIVIDUAL FUNDS**

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**GENERAL FUND  
(PRE GASB 54 - RESTATEMENT)**

CHARTER TOWNSHIP OF ANN ARBOR

GENERAL FUND (PRE GASB 54 - RESTATEMENT)

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget	Actual	Variance with Final Budget
<b>REVENUES</b>			
Taxes	\$	\$ 532,428	\$
State revenues		501,065	
Cable franchise fees		85,020	
Interest and rents		109,410	
Licenses and permits		2,144	
Annexation fees		800	
Planning and zoning fees		13,595	
Investment earnings		369,261	
Penalties and interest		2,433	
Miscellaneous		39,820	
Special assessment revenue		58,346	
<b>Total revenues</b>	<b>1,666,050</b>	<b>1,714,322</b>	<b>48,272</b>
<b>EXPENDITURES</b>			
Board of trustees	54,303	46,207	8,096
Supervisor	133,211	131,496	1,715
Election	51,000	34,255	16,745
Assessor	86,620	87,708	(1,088)
Legal and professional	629,350	346,116	283,234
Clerk	191,322	176,023	15,299
Technology	39,750	24,196	15,554
Treasurer	132,993	128,984	4,009
Buildings and grounds	31,908	11,066	20,842
Operations	66,343	72,259	(5,916)
Planning commission	169,872	157,968	11,904
Zoning board of appeals	83,554	67,655	15,899
Roads	257,000	162,462	94,538
Capital outlay	10,037,000	10,035,436	1,564
Farmland support	12,100	4,768	7,332
Parks and recreation	44,000	1,750	42,250
<b>Total expenditures</b>	<b>12,020,326</b>	<b>11,488,349</b>	<b>531,977</b>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<b>(10,354,276)</b>	<b>(9,774,027)</b>	<b>580,249</b>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfer (out)	(270,900)	(269,865)	
Transfer in	6,542,231	6,542,231	
<b>Net change in fund balance</b>	<b>(4,082,945)</b>	<b>(3,501,661)</b>	<b>581,284</b>
<b>FUND BALANCE, JANUARY 1, 2024</b>	<b>6,138,263</b>	<b>6,138,263</b>	
<b>FUND BALANCE, DECEMBER 31, 2024</b>	<b>\$ 2,055,318</b>	<b>\$ 2,636,602</b>	<b>\$ 581,284</b>

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

CHARTER TOWNSHIP OF ANN ARBOR

GENERAL FUND (PRE GASB 54 - RESTATEMENT)  
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL  
FOR THE YEAR ENDED DECEMBER 31, 2024

	<u>Budget</u>	<u>Actual</u>	<u>Variance with Final Budget</u>
<b>BOARD OF TRUSTEES</b>			
Per diem - salaries	\$	\$ 11,600	\$
Payroll taxes		887	
Membership dues		26,447	
Service contracts		5,318	
Advertising		1,955	
<b>Total board of trustees</b>	<u>54,303</u>	<u>46,207</u>	<u>8,096</u>
<b>SUPERVISOR</b>			
Department head - salary		100,000	
Insurance benefits		2,142	
Pension		10,000	
Payroll taxes		7,983	
Medical health equivalent		6,739	
Conferences		60	
Benefits		4,572	
<b>Total supervisor</b>	<u>133,211</u>	<u>131,496</u>	<u>1,715</u>
<b>ELECTION</b>			
Wages		21,470	
Payroll taxes		368	
Operating expense		12,417	
<b>Total election</b>	<u>51,000</u>	<u>34,255</u>	<u>16,745</u>
<b>ASSESSOR</b>			
Service contract		62,937	
Wages		1,507	
Operating expense		3,839	
Legal fees		19,425	
<b>Total assessor</b>	<u>86,620</u>	<u>87,708</u>	<u>(1,088)</u>

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

CHARTER TOWNSHIP OF ANN ARBOR

GENERAL FUND (PRE GASB 54 - RESTATEMENT)  
 STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL (continued)  
 FOR THE YEAR ENDED DECEMBER 31, 2024

	<u>Budget</u>	<u>Actual</u>	<u>Variance with Final Budget</u>
<b>LEGAL AND PROFESSIONAL</b>			
Engineering consulting fees		27,076	
Accounting services		48,965	
Other consultants		23,493	
Expense allocation		(66,000)	
Audit fees		21,950	
Legal fees		290,632	
	<hr/>	<hr/>	<hr/>
<b>Total legal and professional</b>	629,350	346,116	283,234
<b>CLERK</b>			
Department head - salary		86,190	
Salaries		34,585	
Insurance benefits		26,185	
Pension		8,619	
Retirement benefits		4,820	
Payroll taxes		9,062	
Health savings contribution		6,000	
Miscellaneous		325	
Mileage		237	
	<hr/>	<hr/>	<hr/>
<b>Total clerk</b>	191,322	176,023	15,299
<b>TECHNOLOGY</b>			
Service contracts		34,543	
Salaries		2,600	
Payroll taxes		199	
Repairs and maintenance		59	
Expense allocation		(19,000)	
Purchases		5,795	
	<hr/>	<hr/>	<hr/>
<b>Total technology</b>	39,750	24,196	15,554

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

**CHARTER TOWNSHIP OF ANN ARBOR**  
**GENERAL FUND (PRE GASB 54 - RESTATEMENT)**  
**STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL (continued)**  
**FOR THE YEAR ENDED DECEMBER 31, 2024**

	<u>Budget</u>	<u>Actual</u>	<u>Variance with Final Budget</u>
<b>TREASURER</b>			
Department head - salary		57,460	
Salaries		66,855	
Insurance benefits		7,847	
Pension		12,360	
Retirement Benefits		9,020	
Payroll taxes		9,787	
Health savings contribution		10,215	
Personnel allocation		(56,077)	
Miscellaneous		802	
Service contracts		1,335	
Milage		921	
Conferences		3,386	
Tax billing service		5,073	
	<u>132,993</u>	<u>128,984</u>	<u>4,009</u>
<b>BUILDINGS AND GROUNDS</b>			
Service contracts		9,104	
Utilities		6,864	
Personnel allocation		19,408	
Repairs and maintenance		2,690	
Expense allocation		(27,000)	
	<u>31,908</u>	<u>11,066</u>	<u>20,842</u>
<b>OPERATIONS</b>			
Office supplies		6,684	
Personnel allocation		29,159	
Postage		11,054	
Telephone		2,680	
Service contracts		31,930	
Insurance and bonds		11,797	
Printing and binding		10,131	
Building allocation		(39,165)	
Miscellaneous		7,989	
	<u>66,343</u>	<u>72,259</u>	<u>(5,916)</u>

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

CHARTER TOWNSHIP OF ANN ARBOR

GENERAL FUND (PRE GASB 54 - RESTATEMENT)  
 STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL (continued)  
 FOR THE YEAR ENDED DECEMBER 31, 2024

	<u>Budget</u>	<u>Actual</u>	<u>Variance with Final Budget</u>
<b>PLANNING COMMISSION</b>			
Per diem - wages		68,206	
Insurance benefits		25,637	
Payroll taxes		4,983	
Pension		4,880	
Retirement benefits		4,200	
Health savings contribution		5,893	
Consultants		31,220	
Legal fees		14,940	
Advertising and publishing		140	
Service contracts		3,025	
Personnel allocation		(6,406)	
Membership dues		725	
Miscellaneous		525	
<b>Total planning commission</b>	<u>169,872</u>	<u>157,968</u>	<u>11,904</u>
<b>ZONING BOARD OF APPEALS</b>			
Per diem - wages		10,570	
Payroll taxes		809	
Personnel allocation		40,954	
Legal fees			
Miscellaneous		3,673	
Consultants		11,649	
<b>Total zoning board of appeals</b>	<u>83,554</u>	<u>67,655</u>	<u>15,899</u>
<b>ROADS</b>			
Service contracts	<u>257,000</u>	<u>162,462</u>	<u>94,538</u>
<b>CAPITAL OUTLAY</b>	<u>10,037,000</u>	<u>10,035,436</u>	<u>1,564</u>
<b>FARMLAND SUPPORT</b>	<u>12,100</u>	<u>4,768</u>	<u>7,332</u>
<b>PARKS AND RECREATION</b>	<u>44,000</u>	<u>1,750</u>	<u>42,250</u>
<b>Total expenditures</b>	<u>\$ 12,020,326</u>	<u>\$ 11,488,349</u>	<u>\$ 531,977</u>

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

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**FIRE FUND  
(PRE GASB 54 - RESTATEMENT)**

CHARTER TOWNSHIP OF ANN ARBOR

FIRE FUND (PRE GASB 54 - RESTATEMENT)  
 STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL  
 FOR THE YEAR ENDED DECEMBER 31, 2024

	<u>Budget</u>	<u>Actual</u>	<u>Variance with Final Budget</u>
<b>REVENUES</b>			
State revenues	\$	\$ 78,295	\$
Interest		60,464	
Miscellaneous		62,889	
<b>Total revenues</b>	<u>104,000</u>	<u>201,648</u>	<u>97,648</u>
<b>EXPENDITURES</b>			
<b>Personnel</b>			
Salaries		860,801	
Insurance benefit		215,328	
Longevity		7,500	
Pension		83,510	
Payroll taxes		87,493	
Emergency medical team bonus		3,750	
Retiree health benefits		51,750	
Fire Run Assistance		0	
Health savings contributions		42,049	
Paid on-call		203,582	
Other personnel expenses		120,220	
<b>Total personnel</b>	<u>1,744,658</u>	<u>1,675,983</u>	<u>68,675</u>
<b>Legal and professional services</b>	<u>23,000</u>	<u>25,510</u>	<u>(2,510)</u>
<b>Technology</b>	<u>29,250</u>	<u>27,307</u>	<u>1,943</u>
<b>Building and grounds</b>	<u>150,600</u>	<u>57,012</u>	<u>93,588</u>
<b>Transportation</b>	<u>112,714</u>	<u>92,984</u>	<u>19,730</u>
<b>Operations</b>			
Dispatch		24,089	
Insurance and bonds		59,211	
Miscellaneous central charges		123,621	
<b>Total operations</b>	<u>202,881</u>	<u>206,921</u>	<u>(4,040)</u>
<b>Total expenditures</b>	<u>2,263,103</u>	<u>2,085,717</u>	<u>177,386</u>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<u>(2,159,103)</u>	<u>(1,884,069)</u>	<u>275,034</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfer in	2,200,000	2,200,000	
Transfer (out)	(9,201)	(8,794)	407
<b>Total other financing sources (uses)</b>	<u>2,190,799</u>	<u>2,191,206</u>	<u>407</u>
<b>Net change in fund balance</b>	31,696	307,137	275,441
<b>FUND BALANCE, JANUARY 1, 2024</b>	<u>1,015,022</u>	<u>1,015,022</u>	
<b>FUND BALANCE, DECEMBER 31, 2024</b>	<u>\$ 1,046,718</u>	<u>\$ 1,322,159</u>	<u>\$ 275,441</u>

This supplementary information shows the Fire Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

GL NUMBER	DESCRIPTION	END BALANCE		2025 AMENDED BUDGET	YTD BALANCE		AVAILABLE		% BDGT USED	
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)		
Fund 101 - GENERAL FUND										
Revenues										
Dept 000 - OTHER REVENUE ACCOUNT										
101-000-477.100	FRANCHISE/COMCAST FEE	85,019.76		97,920.00	20,799.50		77,120.50		21.24	
101-000-540.000	STATE AND LOCAL GRANTS	11,585.51		12,000.00	0.00		12,000.00		0.00	
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE TAX	25,398.40		25,500.00	0.00		25,500.00		0.00	
101-000-574.000	STATE REVENUE SHARING	464,081.00		465,000.00	78,088.00		386,912.00		16.79	
101-000-617.000	ANNEXATION FEE	800.00		1,000.00	325.00		675.00		32.50	
101-000-646.000	COPIES & FOIA INCOME	112.58		0.00	0.00		0.00		0.00	
101-000-664.002	LEASE INTEREST	8,347.14		0.00	0.00		0.00		0.00	
101-000-664.003	LEASE AMORTIZATION	89,722.00		0.00	0.00		0.00		0.00	
101-000-666.000	DIVIDENDS INTEREST ON INVESTMENTS	321,967.16		150,000.00	18,218.63		131,781.37		12.15	
101-000-667.000	RENTAL INCOME	0.00		101,000.00	37,989.75		63,010.25		37.61	
101-000-676.200	REIMB--ELECTIONS	14,605.23		0.00	0.00		0.00		0.00	
101-000-684.000	MISCELLANEOUS INCOME	100.82		0.00	352.26		(352.26)		100.00	
101-000-684.001	REIMBURSEMENT OF LEGAL FEES	25,000.00		0.00	0.00		0.00		0.00	
Total Dept 000 - OTHER REVENUE ACCOUNT		1,046,739.60		852,420.00	155,773.14		696,646.86		18.27	
Dept 253 - TREASURER										
101-253-402.000	CURRENT PROPERTY TAXES	531,538.44		545,000.00	546,888.96		(1,888.96)		100.35	
101-253-404.000	PROPERTY TAX ADJUSTMENTS	(51.64)		0.00	(69.94)		69.94		100.00	
101-253-412.000	DELINQUENT TAXES	942.49		0.00	0.00		0.00		0.00	
101-253-445.000	PENALTIES & INTEREST	2,432.51		3,570.00	2,168.17		1,401.83		60.73	
101-253-452.000	SPECIAL ASSESSMENT REVENUE	58,345.66		0.00	0.00		0.00		0.00	
101-253-626.000	FEES & SERVICES	80.00		102.00	25.00		77.00		24.51	
101-253-665.703	INTEREST ON TAX ACCOUNT	47,294.37		16,320.00	9,764.61		6,555.39		59.83	
Total Dept 253 - TREASURER		640,581.83		564,992.00	558,776.80		6,215.20		98.90	
Dept 272 - FARMLAND SUPPORT										
101-272-667.000	RENTAL INCOME	11,340.81		0.00	2,842.63		(2,842.63)		100.00	
Total Dept 272 - FARMLAND SUPPORT		11,340.81		0.00	2,842.63		(2,842.63)		100.00	
Dept 701 - PLANNING COMMISSION										
101-701-606.000	PC FEES / ADMIN FEES	13,595.00		5,100.00	2,750.00		2,350.00		53.92	
101-701-665.002	FUND 500 FC	0.00		1,000.00	0.00		1,000.00		0.00	
Total Dept 701 - PLANNING COMMISSION		13,595.00		6,100.00	2,750.00		3,350.00		45.08	
Dept 702 - ZONING										
101-702-604.000	LOT SPLITS/BOUNDARY ADJ/PARCEL DIV	625.00		150.00	675.00		(525.00)		450.00	
101-702-605.000	ZONING BOARD OF APPEALS	1,439.41		1,000.00	900.00		100.00		90.00	
101-702-657.000	FINES/TICKETS	0.00		100.00	0.00		100.00		0.00	
Total Dept 702 - ZONING		2,064.41		1,250.00	1,575.00		(325.00)		126.00	
Dept 931 - TRANSFERS										
101-931-699.000	TRANSFERS IN	6,542,231.29		0.00	0.00		0.00		0.00	
Total Dept 931 - TRANSFERS		6,542,231.29		0.00	0.00		0.00		0.00	

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE		AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Revenues								
TOTAL REVENUES		8,256,552.94	1,424,762.00	721,717.57		703,044.43		50.66
Expenditures								
Dept 101 - BOARD OF TRUSTEES								
101-101-702.000	PER DIEM	11,600.00	14,000.00	5,000.00		9,000.00		35.71
101-101-715.005	FICA-EMPLOYER	887.44	1,100.00	382.50		717.50		34.77
101-101-725.000	MEMBERSHIPS - DUES	26,446.57	25,000.00	3,708.66		21,291.34		14.83
101-101-818.000	SERVICE CONTRACTS	5,318.00	10,000.00	1,000.00		9,000.00		10.00
101-101-909.000	ADVERTISING/PUBLISHING	1,955.00	2,060.00	195.00		1,865.00		9.47
101-101-923.000	STORMWATER	0.00	1,236.00	291.61		944.39		23.59
101-101-955.000	MISCELLANEOUS	0.00	1,030.00	0.00		1,030.00		0.00
Total Dept 101 - BOARD OF TRUSTEES		46,207.01	54,426.00	10,577.77		43,848.23		19.44
Dept 171 - SUPERVISOR								
101-171-703.000	DEPARTMENT HEAD	100,000.08	105,000.00	26,250.00		78,750.00		25.00
101-171-707.000	HOURLY PART TIME/FILL IN	0.00	0.00	250.00		(250.00)		100.00
101-171-715.001	LIFE INSURANCE	2,141.52	2,500.00	535.38		1,964.62		21.42
101-171-715.004	PENSION/RETIREMENT	10,000.08	10,500.00	2,625.00		7,875.00		25.00
101-171-715.005	FICA-EMPLOYER	7,983.28	8,033.00	2,102.41		5,930.59		26.17
101-171-715.008	RETIREMENT HEALTHCARE BENEFITS	4,200.00	4,200.00	1,050.00		3,150.00		25.00
101-171-715.009	WORKERS COMP INSURANCE	371.76	200.00	159.66		40.34		79.83
101-171-715.055	HEALTH EQUIV ADJ/PMTINLIEU	6,738.60	8,220.00	1,769.96		6,450.04		21.53
101-171-725.000	MEMBERSHIPS - DUES	0.00	0.00	66.67		(66.67)		100.00
101-171-955.100	MILEAGE/TRAVEL	0.00	500.00	0.00		500.00		0.00
101-171-955.200	CONVENTION & CONFERENCES	60.00	773.00	260.00		513.00		33.64
Total Dept 171 - SUPERVISOR		131,495.32	139,926.00	35,069.08		104,856.92		25.06
Dept 215 - CLERK								
101-215-703.000	DEPARTMENT HEAD	86,190.00	90,500.00	22,624.98		67,875.02		25.00
101-215-705.000	OVERTIME	1,053.00	0.00	0.00		0.00		0.00
101-215-707.000	HOURLY PART TIME/FILL IN	33,532.00	64,350.00	8,622.25		55,727.75		13.40
101-215-715.000	MEDICAL	22,320.60	27,295.00	6,219.15		21,075.85		22.78
101-215-715.001	LIFE INSURANCE	2,095.20	2,400.00	523.80		1,876.20		21.83
101-215-715.002	DENTAL	1,769.04	2,000.00	457.29		1,542.71		22.86
101-215-715.004	PENSION/RETIREMENT	8,619.12	9,050.00	2,262.48		6,787.52		25.00
101-215-715.005	FICA-EMPLOYER	9,061.68	11,860.00	2,338.49		9,521.51		19.72
101-215-715.008	RETIREMENT HEALTHCARE BENEFITS	4,200.00	4,200.00	1,050.00		3,150.00		25.00
101-215-715.009	WORKERS COMP INSURANCE	619.61	515.00	266.10		248.90		51.67
101-215-715.050	HEALTH SAVINGS ACCT CONTRIBUTION	6,000.00	8,000.00	4,000.00		4,000.00		50.00
101-215-725.000	MEMBERSHIPS - DUES	270.00	300.00	281.67		18.33		93.89
101-215-909.000	ADVERTISING/PUBLISHING	55.00	0.00	0.00		0.00		0.00
101-215-955.100	MILEAGE/TRAVEL	237.13	0.00	208.55		(208.55)		100.00
101-215-955.200	CONVENTION & CONFERENCES	0.00	5,000.00	1,224.61		3,775.39		24.49
101-215-961.000	TRNG & IMPROVEMENT FULL-TIME	0.00	1,000.00	0.00		1,000.00		0.00
Total Dept 215 - CLERK		176,022.38	226,470.00	50,079.37		176,390.63		22.11
Dept 228 - TECHNOLOGY								
101-228-707.000	HOURLY PART TIME/FILL IN	2,600.00	5,000.00	600.00		4,400.00		12.00
101-228-715.005	FICA-EMPLOYER	198.90	400.00	45.90		354.10		11.48

REVENUE AND EXPENDITURE REPORT FOR ANN ARBOR CHARTER TOWNSHIP  
 PERIOD ENDING 03/31/2025  
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GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE		AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
101-228-818.000	SERVICE CONTRACTS	34,543.01	41,200.00	13,576.87		27,623.13		32.95
101-228-933.000	REPAIR & MAINTENANCE	58.84	5,000.00	69.51		4,930.49		1.39
101-228-980.000	PURCHASES	5,795.40	6,000.00	5,441.35		558.65		90.69
101-228-998.000	EXPENSE ALLOCATION	(19,000.00)	(16,720.00)	(4,180.00)		(12,540.00)		25.00
Total Dept 228 - TECHNOLOGY		24,196.15	40,880.00	15,553.63		25,326.37		38.05
Dept 253 - TREASURER								
101-253-703.000	DEPARTMENT HEAD	57,460.08	60,333.00	15,083.28		45,249.72		25.00
101-253-704.000	WAGES- FULL TIME	61,114.08	70,000.00	17,500.02		52,499.98		25.00
101-253-705.000	OVERTIME	1,701.22	969.00	538.51		430.49		55.57
101-253-706.000	HOLIDAY,SICK & VACATION	4,040.38	0.00	0.00		0.00		0.00
101-253-715.000	MEDICAL	4,233.60	5,200.00	1,175.58		4,024.42		22.61
101-253-715.001	LIFE INSURANCE	3,092.52	3,600.00	773.13		2,826.87		21.48
101-253-715.002	DENTAL	524.52	600.00	135.60		464.40		22.60
101-253-715.004	PENSION/RETIREMENT	12,359.69	13,121.00	3,434.29		9,686.71		26.17
101-253-715.005	FICA-EMPLOYER	9,786.85	9,980.00	2,612.63		7,367.37		26.18
101-253-715.008	RETIREMENT HEALTHCARE BENEFITS	8,400.00	8,400.00	2,100.00		6,300.00		25.00
101-253-715.009	WORKERS COMP INSURANCE	619.61	500.00	266.10		233.90		53.22
101-253-715.011	EMPLOYEE MEDICAL PREMIUM	(4.63)	0.00	(8.51)		8.51		100.00
101-253-715.050	HEALTH SAVINGS ACCT CONTRIBUTION	3,106.82	4,000.00	2,000.00		2,000.00		50.00
101-253-715.055	HEALTH EQUIV ADJUSTMENT	7,108.32	8,674.00	1,897.27		6,776.73		21.87
101-253-724.000	PERSONNEL REALLOCATION	(56,077.00)	(55,700.00)	(13,925.00)		(41,775.00)		25.00
101-253-725.000	MEMBERSHIPS - DUES	265.00	400.00	198.00		202.00		49.50
101-253-727.000	OFFICE SUPPLIES	0.00	0.00	13.77		(13.77)		100.00
101-253-727.001	TAX BILLS	5,073.31	6,000.00	0.00		6,000.00		0.00
101-253-818.000	SERVICE CONTRACTS	1,335.00	6,400.00	0.00		6,400.00		0.00
101-253-955.000	MISCELLANEOUS	165.00	50.00	0.00		50.00		0.00
101-253-955.100	MILEAGE/TRAVEL	921.25	400.00	0.00		400.00		0.00
101-253-955.200	CONVENTION & CONFERENCES	3,386.09	5,000.00	289.80		4,710.20		5.80
101-253-961.000	TRNG & IMPROVEMENT FULL-TIME	372.00	250.00	150.00		100.00		60.00
Total Dept 253 - TREASURER		128,983.71	148,177.00	34,234.47		113,942.53		23.10
Dept 257 - ASSESSOR								
101-257-707.000	HOURLY PART-TIME	1,400.00	1,545.00	550.00		995.00		35.60
101-257-715.005	FICA-EMPLOYER	107.11	124.00	42.08		81.92		33.94
101-257-811.000	LEGAL FEES	19,424.76	5,150.00	761.14		4,388.86		14.78
101-257-818.000	SERVICE CONTRACTS	62,937.41	66,950.00	20,886.74		46,063.26		31.20
101-257-957.100	GENERAL OPERATING EXPENSES	3,838.60	5,150.00	3,648.56		1,501.44		70.85
Total Dept 257 - ASSESSOR		87,707.88	78,919.00	25,888.52		53,030.48		32.80
Dept 261 - OPERATIONS								
101-261-724.000	PERSONNEL REALLOCATION	29,159.25	7,600.00	1,900.00		5,700.00		25.00
101-261-727.000	OFFICE SUPPLIES	6,684.49	5,500.00	1,585.11		3,914.89		28.82
101-261-728.000	PRINTING/BINDING	10,131.17	7,750.00	3,309.04		4,440.96		42.70
101-261-730.000	POSTAGE & MAILING	11,053.95	6,000.00	1,732.73		4,267.27		28.88
101-261-798.000	SUBSCRIPTIONS/BOOKS	120.00	0.00	0.00		0.00		0.00
101-261-818.000	SERVICE CONTRACTS	31,930.05	7,000.00	898.44		6,101.56		12.83
101-261-818.002	BANK/MANAGEMENT FEES	1,493.36	0.00	282.64		(282.64)		100.00
101-261-831.000	INSURANCE & BONDS	11,797.40	19,000.00	23,519.00		(4,519.00)		123.78
101-261-851.000	TELECOMMUNICATIONS	2,680.42	5,000.00	1,259.36		3,740.64		25.19

User: colleen

PERIOD ENDING 03/31/2025

DB: Ann Arbor Townsh

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		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
101-261-933.000	REPAIR & MAINTENANCE		327.50	2,000.00	177.42		1,822.58	8.87
101-261-955.000	MISCELLANEOUS		674.19	1,030.00	655.97		374.03	63.69
101-261-956.004	METRO EXPENSES		4,830.00	0.00	0.00		0.00	0.00
101-261-957.000	RESERVE FOR CONTINGENCIES		0.00	369.00	0.00		369.00	0.00
101-261-961.002	TRAINING & IMPROVEMENT		543.81	0.00	0.00		0.00	0.00
101-261-998.000	EXPENSE ALLOCATION		(39,165.00)	(50,900.00)	(12,725.00)		(38,175.00)	25.00
<b>Total Dept 261 - OPERATIONS</b>			<b>72,260.59</b>	<b>10,349.00</b>	<b>22,594.71</b>		<b>(12,245.71)</b>	<b>218.33</b>
Dept 262 - ELECTION								
101-262-702.000	PER DIEM		375.00	0.00	0.00		0.00	0.00
101-262-707.000	HOURLY PART TIME/FILL IN		16,789.50	0.00	0.00		0.00	0.00
101-262-715.005	FICA-EMPLOYER		368.36	0.00	0.00		0.00	0.00
101-262-799.001	JAN/ FEB ELECTION		1,306.68	0.00	0.00		0.00	0.00
101-262-799.003	AUG ELECTION		2,511.79	0.00	0.00		0.00	0.00
101-262-909.000	ADVERTISING/PUBLISHING		405.00	0.00	0.00		0.00	0.00
101-262-955.101	MILEAGE		80.80	0.00	0.00		0.00	0.00
101-262-957.100	GENERAL OPERATING EXPENSES		11,562.87	2,000.00	0.00		2,000.00	0.00
101-262-980.000	PURCHASES		854.08	0.00	0.00		0.00	0.00
<b>Total Dept 262 - ELECTION</b>			<b>34,254.08</b>	<b>2,000.00</b>	<b>0.00</b>		<b>2,000.00</b>	<b>0.00</b>
Dept 265 - BUILDINGS AND GROUNDS								
101-265-724.000	PERSONNEL REALLOCATION		19,408.00	27,300.00	6,825.00		20,475.00	25.00
101-265-818.000	SERVICE CONTRACTS		9,104.09	10,000.00	1,145.00		8,855.00	11.45
101-265-818.002	BANK/MANAGEMENT FEES		32.00	0.00	6.00		(6.00)	100.00
101-265-920.000	UTILITIES		6,831.71	7,000.00	2,454.27		4,545.73	35.06
101-265-933.000	REPAIR & MAINTENANCE		2,690.16	5,000.00	422.48		4,577.52	8.45
101-265-935.000	GROUNDS CARE & SNOW REMOVAL		0.00	2,000.00	0.00		2,000.00	0.00
101-265-955.000	MISCELLANEOUS		0.00	1,030.00	0.00		1,030.00	0.00
101-265-998.000	EXPENSE ALLOCATION		(27,000.00)	(4,680.00)	(1,170.00)		(3,510.00)	25.00
<b>Total Dept 265 - BUILDINGS AND GROUNDS</b>			<b>11,065.96</b>	<b>47,650.00</b>	<b>9,682.75</b>		<b>37,967.25</b>	<b>20.32</b>
Dept 266 - LEGAL & PROFESSIONAL								
101-266-802.000	ENGINEERING FEES		27,076.35	25,000.00	2,896.79		22,103.21	11.59
101-266-804.000	ACCOUNTING SERVICES		48,964.70	42,000.00	4,298.08		37,701.92	10.23
101-266-806.000	CONSULTANTS - OTHER		23,493.00	25,000.00	10,789.37		14,210.63	43.16
101-266-807.000	AUDIT		21,950.00	28,500.00	0.00		28,500.00	0.00
101-266-811.000	LEGAL FEES		112,870.00	100,000.00	20,650.74		79,349.26	20.65
101-266-811.008	LITIGATIONS - DANGEROUS BUILDINGS		30.00	0.00	0.00		0.00	0.00
101-266-811.010	LITIGATION- MID MICHIGAN MATERIAL		108,278.11	0.00	38,820.00		(38,820.00)	100.00
101-266-811.014	LITIGATION- SUN COMMUNITIES		55,538.60	0.00	1,661.73		(1,661.73)	100.00
101-266-811.015	LITIGATION - BAYER		5,035.00	0.00	0.00		0.00	0.00
101-266-811.016	LITIGATION - MARY RE		60.00	0.00	0.00		0.00	0.00
101-266-811.017	LITIGATION- PAULETTE METOYER		8,820.00	0.00	4,480.00		(4,480.00)	100.00
101-266-998.000	EXPENSE ALLOCATION		(66,000.00)	(81,630.00)	(20,407.50)		(61,222.50)	25.00
<b>Total Dept 266 - LEGAL &amp; PROFESSIONAL</b>			<b>346,115.76</b>	<b>138,870.00</b>	<b>63,189.21</b>		<b>75,680.79</b>	<b>45.50</b>
Dept 272 - FARMLAND SUPPORT								
101-272-702.000	PER DIEM		550.00	1,000.00	100.00		900.00	10.00

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		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)		
Fund 101 - GENERAL FUND									
Expenditures									
101-272-715.005	FICA-EMPLOYER		42.05		0.00		7.66	(7.66)	100.00
101-272-724.001	PERSONNEL ALLOCATION- FUND 871 EMPLOYEES		0.00		5,000.00		1,250.00	3,750.00	25.00
101-272-818.000	SERVICE CONTRACTS		1,200.00		0.00		700.00	(700.00)	100.00
101-272-920.001	UTILITIES-TOWNSHIP FARM		2,608.27		2,600.00		311.46	2,288.54	11.98
101-272-933.002	REPAIRS & MAINTENANCE-TOWNSHIP FARM		32.33		500.00		41.95	458.05	8.39
101-272-935.001	GROUND CARE & MAINTENANCE-TOWNSHIP FARM		0.00		500.00		0.00	500.00	0.00
101-272-957.100	GENERAL OPERATING EXPENSES		300.00		1,000.00		0.00	1,000.00	0.00
Total Dept 272 - FARMLAND SUPPORT			4,732.65		10,600.00		2,411.07	8,188.93	22.75
Dept 446 - ROADS									
101-446-818.000	SERVICE CONTRACTS		162,461.88		0.00		0.00	0.00	0.00
Total Dept 446 - ROADS			162,461.88		0.00		0.00	0.00	0.00
Dept 701 - PLANNING COMMISSION									
101-701-702.000	PER DIEM		18,900.00		17,150.00		5,425.00	11,725.00	31.63
101-701-704.000	WAGES- FULL TIME		48,555.12		51,550.00		12,563.76	38,986.24	24.37
101-701-705.000	OVERTIME		750.53		0.00		25.77	(25.77)	100.00
101-701-715.000	MEDICAL		24,304.56		29,700.00		6,952.98	22,747.02	23.41
101-701-715.001	LIFE INSURANCE		1,528.92		1,790.00		382.23	1,407.77	21.35
101-701-715.002	DENTAL		986.04		0.00		254.88	(254.88)	100.00
101-701-715.004	PENSION/RETIREMENT		4,880.37		5,155.00		1,258.97	3,896.03	24.42
101-701-715.005	FICA-EMPLOYER		4,983.17		5,329.00		1,306.42	4,022.58	24.52
101-701-715.008	RETIREMENT HEALTHCARE BENEFITS		4,200.00		4,200.00		1,050.00	3,150.00	25.00
101-701-715.009	WORKERS COMP INSURANCE		371.74		300.00		159.64	140.36	53.21
101-701-715.011	EMPLOYEE MEDICAL PREMIUM		(1,555.37)		0.00		(141.49)	141.49	100.00
101-701-715.050	HEALTH SAVINGS ACCT CONTRIBUTION		5,893.18		8,000.00		4,000.00	4,000.00	50.00
101-701-724.000	PERSONNEL REALLOCATION		(6,406.00)		0.00		0.00	0.00	0.00
101-701-725.000	MEMBERSHIP-DUES		725.00		0.00		0.00	0.00	0.00
101-701-798.000	SUBSCRIPTIONS/BOOKS		0.00		412.00		0.00	412.00	0.00
101-701-801.000	PLANNER FEES		27,610.00		25,000.00		8,222.50	16,777.50	32.89
101-701-802.001	PREAPP MEETING EXPENSES		3,610.00		0.00		0.00	0.00	0.00
101-701-811.000	LEGAL FEES		14,940.03		14,000.00		1,875.00	12,125.00	13.39
101-701-818.000	SERVICE CONTRACTS		3,025.00		2,500.00		600.00	1,900.00	24.00
101-701-909.000	ADVERTISING/PUBLISHING		140.00		500.00		40.00	460.00	8.00
101-701-955.000	MISCELLANEOUS		24.54		1,000.00		0.00	1,000.00	0.00
101-701-955.200	CONVENTION/CONFERENCES/CLASSES		500.00		0.00		0.00	0.00	0.00
Total Dept 701 - PLANNING COMMISSION			157,966.83		166,586.00		43,975.66	122,610.34	26.40
Dept 702 - ZONING									
101-702-702.000	PER DIEM		600.00		2,400.00		0.00	2,400.00	0.00
101-702-707.000	HOURLY PART TIME/FILL IN		9,970.00		16,500.00		510.00	15,990.00	3.09
101-702-715.005	FICA-EMPLOYER		808.61		1,450.00		39.02	1,410.98	2.69
101-702-724.000	PERSONNEL REALLOCATION		40,954.00		46,100.00		11,525.00	34,575.00	25.00
101-702-724.001	PERSONNEL ALLOCATION- FUND 871 EMPLOYEES		0.00		10,000.00		2,500.00	7,500.00	25.00
101-702-806.000	CONSULTANTS - OTHER		11,649.00		15,000.00		4,001.50	10,998.50	26.68
101-702-811.000	LEGAL FEES		0.00		6,000.00		0.00	6,000.00	0.00
101-702-818.000	SERVICE CONTRACTS		850.00		0.00		0.00	0.00	0.00
101-702-909.000	ADVERTISING/PUBLISHING		189.41		300.00		0.00	300.00	0.00
101-702-957.100	CODE ENFORCEMENT EXPENSES		2,636.00		500.00		0.00	500.00	0.00

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		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND									
Expenditures									
Total Dept 702 - ZONING		67,657.02		98,250.00	18,575.52		79,674.48		18.91
Dept 751 - PARKS AND RECREATION									
101-751-811.000	LEGAL FEES	1,750.00		0.00	0.00		0.00		0.00
101-751-977.000	TRAIL DEVELOPMENT	0.00		10,000.00	0.00		10,000.00		0.00
Total Dept 751 - PARKS AND RECREATION		1,750.00		10,000.00	0.00		10,000.00		0.00
Dept 901 - CAPITAL PURCHASES									
101-901-971.000	LAND PURCHASE	10,014,076.97		0.00	352.26		(352.26)		100.00
101-901-976.001	EQUIP PURCH OVER \$5	21,394.76		0.00	4,664.65		(4,664.65)		100.00
Total Dept 901 - CAPITAL PURCHASES		10,035,471.73		0.00	5,016.91		(5,016.91)		100.00
Dept 931 - TRANSFERS									
101-931-995.000	TRANSFER OUT	269,864.80		266,000.00	266,000.00		0.00		100.00
Total Dept 931 - TRANSFERS		269,864.80		266,000.00	266,000.00		0.00		100.00
TOTAL EXPENDITURES		11,758,213.75		1,439,103.00	602,848.67		836,254.33		41.89
Fund 101 - GENERAL FUND:									
TOTAL REVENUES		8,256,552.94		1,424,762.00	721,717.57		703,044.43		50.66
TOTAL EXPENDITURES		11,758,213.75		1,439,103.00	602,848.67		836,254.33		41.89
NET OF REVENUES & EXPENDITURES		(3,501,660.81)		(14,341.00)	118,868.90		(133,209.90)		828.87
BEG. FUND BALANCE		6,138,263.50		2,636,602.69	2,636,602.69				
END FUND BALANCE		2,636,602.69		2,622,261.69	2,755,471.59				

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GL NUMBER	DESCRIPTION	END BALANCE		2025 AMENDED BUDGET	YTD BALANCE		AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 104 - INSURANCE RESERVE FUND									
Revenues									
Dept 000 - OTHER REVENUE ACCOUNT									
104-000-666.000	DIVIDENDS INTEREST ON INVESTMENTS	65,176.93		29,000.00	9,564.91		19,435.09		32.98
Total Dept 000 - OTHER REVENUE ACCOUNT		65,176.93		29,000.00	9,564.91		19,435.09		32.98
TOTAL REVENUES		65,176.93		29,000.00	9,564.91		19,435.09		32.98
Expenditures									
Dept 266 - LEGAL & PROFESSIONAL									
104-266-811.000	LEGAL FEES	0.00		100,000.00	0.00		100,000.00		0.00
104-266-811.014	SUN COMMUNITIES	33,799.00		0.00	0.00		0.00		0.00
Total Dept 266 - LEGAL & PROFESSIONAL		33,799.00		100,000.00	0.00		100,000.00		0.00
TOTAL EXPENDITURES		33,799.00		100,000.00	0.00		100,000.00		0.00
Fund 104 - INSURANCE RESERVE FUND:									
TOTAL REVENUES		65,176.93		29,000.00	9,564.91		19,435.09		32.98
TOTAL EXPENDITURES		33,799.00		100,000.00	0.00		100,000.00		0.00
NET OF REVENUES & EXPENDITURES		31,377.93		(71,000.00)	9,564.91		(80,564.91)		13.47
BEG. FUND BALANCE		1,323,975.55		1,355,353.48	1,355,353.48				
END FUND BALANCE		1,355,353.48		1,284,353.48	1,364,918.39				

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GL NUMBER	DESCRIPTION	END BALANCE		2025 AMENDED BUDGET	YTD BALANCE		AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 105 - DEVELOPMENT RIGHTS MONITORING									
Revenues									
Dept 000 - OTHER REVENUE ACCOUNT									
105-000-666.000	DIVIDENDS INTEREST ON INVESTMENTS	6,625.33		3,000.00	973.68		2,026.32		32.46
Total Dept 000 - OTHER REVENUE ACCOUNT		6,625.33		3,000.00	973.68		2,026.32		32.46
TOTAL REVENUES		6,625.33		3,000.00	973.68		2,026.32		32.46
Expenditures									
Dept 266 - LEGAL & PROFESSIONAL									
105-266-806.000	CONSULTANTS - OTHER	2,233.68		5,000.00	294.20		4,705.80		5.88
Total Dept 266 - LEGAL & PROFESSIONAL		2,233.68		5,000.00	294.20		4,705.80		5.88
TOTAL EXPENDITURES		2,233.68		5,000.00	294.20		4,705.80		5.88
Fund 105 - DEVELOPMENT RIGHTS MONITORING:									
TOTAL REVENUES		6,625.33		3,000.00	973.68		2,026.32		32.46
TOTAL EXPENDITURES		2,233.68		5,000.00	294.20		4,705.80		5.88
NET OF REVENUES & EXPENDITURES		4,391.65		(2,000.00)	679.48		(2,679.48)		33.97
BEG. FUND BALANCE		136,193.48		140,585.13	140,585.13				
END FUND BALANCE		140,585.13		138,585.13	141,264.61				

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		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 205 - PUBLIC SAFETY FUND									
Revenues									
Dept 000 - OTHER REVENUE ACCOUNT									
205-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE TAX	75,389.59		66,300.00	0.00		66,300.00		0.00
205-000-666.000	DIVIDENDS INTEREST ON INVESTMENTS	314,300.03		120,000.00	17,404.51		102,595.49		14.50
Total Dept 000 - OTHER REVENUE ACCOUNT		389,689.62		186,300.00	17,404.51		168,895.49		9.34
Dept 253 - TREASURER									
205-253-402.000	CURRENT PROPERTY TAXES	2,339,127.83		2,410,000.00	2,406,678.39		3,321.61		99.86
205-253-404.000	PROPERTY TAX ADJUSTMENTS	284.27		0.00	(312.41)		312.41		100.00
205-253-412.000	DELINQUENT TAXES	4,147.56		0.00	0.00		0.00		0.00
Total Dept 253 - TREASURER		2,343,559.66		2,410,000.00	2,406,365.98		3,634.02		99.85
Dept 301 - POLICE/SHERIFF									
205-301-637.000	POLICE SERVICES CONTRACT	110,260.41		68,000.00	0.00		68,000.00		0.00
205-301-657.000	FINES/TICKETS	1,595.55		2,550.00	386.10		2,163.90		15.14
Total Dept 301 - POLICE/SHERIFF		111,855.96		70,550.00	386.10		70,163.90		0.55
TOTAL REVENUES		2,845,105.24		2,666,850.00	2,424,156.59		242,693.41		90.90
Expenditures									
Dept 215 - CLERK									
205-215-724.000	PERSONNEL REALLOCATION	0.00		900.00	225.00		675.00		25.00
Total Dept 215 - CLERK		0.00		900.00	225.00		675.00		25.00
Dept 261 - OPERATIONS									
205-261-998.000	EXPENSE ALLOCATION	4,935.00		5,320.00	1,330.00		3,990.00		25.00
Total Dept 261 - OPERATIONS		4,935.00		5,320.00	1,330.00		3,990.00		25.00
Dept 266 - LEGAL & PROFESSIONAL									
205-266-811.000	LEGAL FEES	0.00		0.00	120.00		(120.00)		100.00
205-266-998.000	EXPENSE ALLOCATION	11,000.00		8,530.00	2,132.50		6,397.50		25.00
Total Dept 266 - LEGAL & PROFESSIONAL		11,000.00		8,530.00	2,252.50		6,277.50		26.41
Dept 301 - POLICE/SHERIFF									
205-301-815.000	WASHTENAW COUNTY SHERIFF	709,170.16		746,000.00	184,824.96		561,175.04		24.78
Total Dept 301 - POLICE/SHERIFF		709,170.16		746,000.00	184,824.96		561,175.04		24.78
Dept 931 - TRANSFERS									
205-931-995.000	TRANSFER OUT	6,800,000.00		2,800,000.00	1,250,000.00		1,550,000.00		44.64
Total Dept 931 - TRANSFERS		6,800,000.00		2,800,000.00	1,250,000.00		1,550,000.00		44.64

REVENUE AND EXPENDITURE REPORT FOR ANN ARBOR CHARTER TOWNSHIP  
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		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 205 - PUBLIC SAFETY FUND									
Expenditures									
TOTAL EXPENDITURES		7,525,105.16		3,560,750.00		1,438,632.46		2,122,117.54	40.40
Fund 205 - PUBLIC SAFETY FUND:									
TOTAL REVENUES		2,845,105.24		2,666,850.00		2,424,156.59		242,693.41	90.90
TOTAL EXPENDITURES		7,525,105.16		3,560,750.00		1,438,632.46		2,122,117.54	40.40
NET OF REVENUES & EXPENDITURES		(4,679,999.92)		(893,900.00)		985,524.13		(1,879,424.13)	110.25
BEG. FUND BALANCE		6,667,038.31		1,987,038.39		1,987,038.39			
END FUND BALANCE		1,987,038.39		1,093,138.39		2,972,562.52			

REVENUE AND EXPENDITURE REPORT FOR ANN ARBOR CHARTER TOWNSHIP  
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		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 206 - FIRE FUND									
Revenues									
Dept 000 - OTHER REVENUE ACCOUNT									
206-000-574.000	STATE REVENUE	78,294.97		80,000.00	0.00		80,000.00		0.00
206-000-613.000	FIRE TRAINING FEES	13,150.00		5,000.00	2,800.00		2,200.00		56.00
206-000-638.000	FIRE RUNS	0.00		5,000.00	0.00		5,000.00		0.00
206-000-665.000	INTEREST INCOME	0.39		0.00	0.00		0.00		0.00
206-000-666.000	DIVIDENDS INTEREST ON INVESTMENTS	60,464.04		15,000.00	8,487.01		6,512.99		56.58
206-000-675.100	DONATIONS	1,100.00		0.00	0.00		0.00		0.00
206-000-682.000	WORKER'S COMPENSATION REIMBURSEMENT	0.00		0.00	10,206.00		(10,206.00)		100.00
206-000-684.000	MISCELLANEOUS INCOME	2,764.50		1,000.00	250.00		750.00		25.00
206-000-698.000	INSURANCE RECOVERY PROCEEDS	45,875.00		0.00	0.00		0.00		0.00
Total Dept 000 - OTHER REVENUE ACCOUNT		201,648.90		106,000.00	21,743.01		84,256.99		20.51
Dept 931 - TRANSFERS									
206-931-699.000	TRANSFERS IN	2,200,000.00		2,300,000.00	750,000.00		1,550,000.00		32.61
Total Dept 931 - TRANSFERS		2,200,000.00		2,300,000.00	750,000.00		1,550,000.00		32.61
TOTAL REVENUES		2,401,648.90		2,406,000.00	771,743.01		1,634,256.99		32.08
Expenditures									
Dept 228 - TECHNOLOGY									
206-228-818.000	SERVICE CONTRACTS	15,040.85		20,000.00	7,236.71		12,763.29		36.18
206-228-933.000	REPAIR & MAINTENANCE	23.17		250.00	0.00		250.00		0.00
206-228-980.000	PURCHASES	1,242.59		12,000.00	8,303.61		3,696.39		69.20
206-228-998.000	EXPENSE ALLOCATION	11,000.00		0.00	0.00		0.00		0.00
Total Dept 228 - TECHNOLOGY		27,306.61		32,250.00	15,540.32		16,709.68		48.19
Dept 261 - OPERATIONS									
206-261-727.000	OFFICE SUPPLIES	2,188.76		3,800.00	463.22		3,336.78		12.19
206-261-728.000	PRINTING/BINDING	6,699.40		7,000.00	1,876.63		5,123.37		26.81
206-261-730.000	POSTAGE & MAILING	168.74		350.00	40.80		309.20		11.66
206-261-742.000	FIRE FIGHTING SUPPLIES	11,974.02		16,000.00	3,416.97		12,583.03		21.36
206-261-742.001	EMS SUPPLIES	8,517.26		6,000.00	1,634.09		4,365.91		27.23
206-261-742.002	PREVENTION/PUBLIC EDUCATION	689.77		1,500.00	210.51		1,289.49		14.03
206-261-798.000	SUBSCRIPTIONS/BOOKS	226.48		1,000.00	100.00		900.00		10.00
206-261-818.000	SERVICE CONTRACTS	11,248.23		6,500.00	4,860.84		1,639.16		74.78
206-261-821.000	DISPATCH SERVICES	24,089.06		28,660.00	7,164.90		21,495.10		25.00
206-261-831.000	INSURANCE & BONDS	59,211.00		60,000.00	66,229.00		(6,229.00)		110.38
206-261-851.000	TELECOMMUNICATIONS	9,209.06		8,600.00	2,440.63		6,159.37		28.38
206-261-933.000	EQUIP REPAIR & MAINTENANCE	12,958.16		10,000.00	2,695.70		7,304.30		26.96
206-261-933.001	EQUIP CERTIFICATION TESTING	14,576.31		9,000.00	0.00		9,000.00		0.00
206-261-955.000	MISCELLANEOUS	8,467.71		10,000.00	1,160.23		8,839.77		11.60
206-261-957.000	RESERVE FOR CONTINGENCIES	0.00		82,530.00	0.00		82,530.00		0.00
206-261-976.000	EQUIPMENT PURCH UNDER \$5K	13,343.55		15,000.00	4,283.39		10,716.61		28.56
206-261-980.000	PURCHASES MISC	9,703.96		10,000.00	1,015.60		8,984.40		10.16
206-261-998.000	EXPENSE ALLOCATION	13,650.00		15,730.00	3,932.50		11,797.50		25.00
Total Dept 261 - OPERATIONS		206,921.47		291,670.00	101,525.01		190,144.99		34.81
Dept 265 - BUILDINGS AND GROUNDS									

User: colleen

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		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 206 - FIRE FUND									
Expenditures									
206-265-775.000	JANITORIAL SUPPLIES		588.00	1,000.00		96.76		903.24	9.68
206-265-920.000	UTILITIES		30,162.86	30,000.00		8,423.79		21,576.21	28.08
206-265-933.000	REPAIR & MAINTENANCE		9,320.40	161,450.00		40,551.51		120,898.49	25.12
206-265-935.000	GROUNDS CARE & MAINTENANCE		1,440.86	10,000.00		0.00		10,000.00	0.00
206-265-998.000	EXPENSE ALLOCATION		15,500.00	2,080.00		520.00		1,560.00	25.00
Total Dept 265 - BUILDINGS AND GROUNDS			57,012.12	204,530.00		49,592.06		154,937.94	24.25
Dept 266 - LEGAL & PROFESSIONAL									
206-266-804.000	ACCOUNTING SERVICES		650.00	5,000.00		0.00		5,000.00	0.00
206-266-811.000	LEGAL FEES		6,860.00	0.00		1,725.00		(1,725.00)	100.00
206-266-998.000	EXPENSE ALLOCATION		18,000.00	25,230.00		6,307.50		18,922.50	25.00
Total Dept 266 - LEGAL & PROFESSIONAL			25,510.00	30,230.00		8,032.50		22,197.50	26.57
Dept 270 - PERSONNEL									
206-270-703.000	DEPARTMENT HEAD		101,237.04	105,033.00		26,258.28		78,774.72	25.00
206-270-704.000	WAGES- FULL TIME		406,716.89	545,000.00		109,587.74		435,412.26	20.11
206-270-704.001	RECRUIT TRAINING COORDINATOR		36,001.75	72,500.00		5,540.75		66,959.25	7.64
206-270-705.000	OVERTIME		218,106.30	132,000.00		37,532.30		94,467.70	28.43
206-270-705.001	OVERTIME-FLSA		33,458.34	38,500.00		9,304.70		29,195.30	24.17
206-270-706.000	HOLIDAY, SICK & VACATION PAYOUT		10,536.76	23,000.00		(6,327.60)		29,327.60	(27.51)
206-270-707.000	HOURLY FILL IN		50,843.00	35,600.00		10,178.60		25,421.40	28.59
206-270-709.100	UNIFORM ALLOW - FULL TIME		3,900.00	5,100.00		5,100.00		0.00	100.00
206-270-709.200	LONGEVITY		7,500.00	8,900.00		8,900.00		0.00	100.00
206-270-709.300	PAID-ON-CALL		203,582.25	195,000.00		29,131.25		165,868.75	14.94
206-270-709.400	EMT BONUS		3,750.00	6,000.00		6,000.00		0.00	100.00
206-270-715.000	MEDICAL		148,211.46	212,400.00		36,862.71		175,537.29	17.36
206-270-715.001	LIFE INSURANCE		13,661.75	19,000.00		3,447.87		15,552.13	18.15
206-270-715.002	DENTAL		8,376.54	13,700.00		2,240.25		11,459.75	16.35
206-270-715.004	PENSION/RETIREMENT		83,510.82	87,700.00		20,615.76		67,084.24	23.51
206-270-715.005	FICA-EMPLOYER		87,492.56	82,000.00		18,361.16		63,638.84	22.39
206-270-715.008	RETIREMENT HEALTHCARE BENEFITS		49,950.00	33,600.00		9,450.00		24,150.00	28.13
206-270-715.009	WORKERS COMP INSURANCE		52,488.01	46,000.00		29,630.56		16,369.44	64.41
206-270-715.011	EMPLOYEE MEDICAL PREMIUM		(7,410.00)	0.00		(1,010.00)		1,010.00	100.00
206-270-715.012	RETIRED FIREFIGHTER HEALTH BENEFITS		1,800.00	1,800.00		450.00		1,350.00	25.00
206-270-715.050	HEALTH SAVINGS ACCT CONTRIBUTION		42,049.17	48,000.00		24,000.00		24,000.00	50.00
206-270-723.000	EMPLOYMENT PHYSICALS		9,942.10	7,000.00		0.00		7,000.00	0.00
206-270-724.000	PERSONNEL REALLOCATION		5,234.00	21,300.00		5,325.00		15,975.00	25.00
206-270-725.000	MEMBERSHIPS - DUES		4,680.00	5,500.00		4,000.00		1,500.00	72.73
206-270-746.000	UNIFORM EXPENSE		11,695.73	19,000.00		353.70		18,646.30	1.86
206-270-746.001	PERSONAL PROTECTIVE EQUIP		55,803.00	55,000.00		9,837.62		45,162.38	17.89
206-270-746.002	UNIFORM ALLOWANCE DEPARTMENT HEAD		650.00	650.00		650.00		0.00	100.00
206-270-955.200	CONVENTION & CONFERENCES		609.11	1,700.00		0.00		1,700.00	0.00
206-270-961.000	TRNG & IMPROVEMENT FULL-TIME		10,419.05	11,000.00		1,114.61		9,885.39	10.13
206-270-961.001	TRNG. & IMPROVEMENT PART-TIME		21,186.90	17,000.00		3,964.24		13,035.76	23.32
Total Dept 270 - PERSONNEL			1,675,982.53	1,848,983.00		410,499.50		1,438,483.50	22.20
Dept 596 - TRANSPORTATION									
206-596-748.000	GASOLINE & DIESEL		26,010.00	30,000.00		4,741.12		25,258.88	15.80
206-596-933.000	REPAIR & MAINTENANCE		66,970.44	100,000.00		19,088.43		80,911.57	19.09
206-596-955.100	MILEAGE/TRAVEL		4.20	0.00		0.00		0.00	0.00

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		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 206 - FIRE FUND									
Expenditures									
Total Dept 596 - TRANSPORTATION		92,984.64		130,000.00	23,829.55		106,170.45		18.33
Dept 931 - TRANSFERS									
206-931-995.000	TRANSFER OUT	8,793.99		0.00	0.00		0.00		0.00
Total Dept 931 - TRANSFERS		8,793.99		0.00	0.00		0.00		0.00
TOTAL EXPENDITURES		2,094,511.36		2,537,663.00	609,018.94		1,928,644.06		24.00
Fund 206 - FIRE FUND:									
TOTAL REVENUES		2,401,648.90		2,406,000.00	771,743.01		1,634,256.99		32.08
TOTAL EXPENDITURES		2,094,511.36		2,537,663.00	609,018.94		1,928,644.06		24.00
NET OF REVENUES & EXPENDITURES		307,137.54		(131,663.00)	162,724.07		(294,387.07)		123.59
BEG. FUND BALANCE		1,015,020.91		1,322,158.45	1,322,158.45				
END FUND BALANCE		1,322,158.45		1,190,495.45	1,484,882.52				

REVENUE AND EXPENDITURE REPORT FOR ANN ARBOR CHARTER TOWNSHIP  
 PERIOD ENDING 03/31/2025  
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GL NUMBER	DESCRIPTION	END BALANCE		2025 AMENDED BUDGET	YTD BALANCE		AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 211 - GRANTS FUND									
Revenues									
Dept 000 - OTHER REVENUE ACCOUNT									
211-000-540.000	STATE AND LOCAL GRANTS	37,721.06		144,012.53	21,000.00		123,012.53		14.58
Total Dept 000 - OTHER REVENUE ACCOUNT		37,721.06		144,012.53	21,000.00		123,012.53		14.58
Dept 336 - FIRE DEPARTMENT									
211-336-699.000	TRANSFERS IN FROM FIRE FUND	8,793.99		0.00	0.00		0.00		0.00
Total Dept 336 - FIRE DEPARTMENT		8,793.99		0.00	0.00		0.00		0.00
Dept 931 - TRANSFERS									
211-931-699.000	TRANSFERS IN	3,864.80		0.00	0.00		0.00		0.00
Total Dept 931 - TRANSFERS		3,864.80		0.00	0.00		0.00		0.00
TOTAL REVENUES		50,379.85		144,012.53	21,000.00		123,012.53		14.58
Expenditures									
Dept 261 - OPERATIONS									
211-261-724.000	PERSONNEL REALLOCATION	748.75		0.00	0.00		0.00		0.00
211-261-955.002	COMMUNITY ENERGY MANAGEMENT EXPENSE	5,987.47		94,012.53	22,206.86		71,805.67		23.62
Total Dept 261 - OPERATIONS		6,736.22		94,012.53	22,206.86		71,805.67		23.62
Dept 262 - ELECTION									
211-262-980.000	PURCHASES	0.00		0.00	1,181.36		(1,181.36)		100.00
Total Dept 262 - ELECTION		0.00		0.00	1,181.36		(1,181.36)		100.00
Dept 270 - PERSONNEL									
211-270-746.001	PERSONAL PROTECTIVE EQUIP	29,793.99		0.00	0.00		0.00		0.00
211-270-955.200	CONVENTION & CONFERENCES	0.00		0.00	599.00		(599.00)		100.00
Total Dept 270 - PERSONNEL		29,793.99		0.00	599.00		(599.00)		100.00
Dept 751 - PARKS AND RECREATION									
211-751-802.000	ENGINEERING FEES	13,849.64		0.00	1,021.25		(1,021.25)		100.00
Total Dept 751 - PARKS AND RECREATION		13,849.64		0.00	1,021.25		(1,021.25)		100.00
Dept 901 - CAPITAL PURCHASES									
211-901-976.001	EQUIP PURCH OVER \$5	0.00		50,000.00	0.00		50,000.00		0.00
Total Dept 901 - CAPITAL PURCHASES		0.00		50,000.00	0.00		50,000.00		0.00
TOTAL EXPENDITURES		50,379.85		144,012.53	25,008.47		119,004.06		17.37

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REVENUE AND EXPENDITURE REPORT FOR ANN ARBOR CHARTER TOWNSHIP  
 PERIOD ENDING 03/31/2025  
 % Fiscal Year Completed: 24.66

GL NUMBER	DESCRIPTION	END BALANCE		2025 AMENDED BUDGET	YTD BALANCE		AVAILABLE		% BDT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 211 - GRANTS FUND									
Fund 211 - GRANTS FUND:									
	TOTAL REVENUES	50,379.85		144,012.53		21,000.00		123,012.53	14.58
	TOTAL EXPENDITURES	50,379.85		144,012.53		25,008.47		119,004.06	17.37
	NET OF REVENUES & EXPENDITURES	0.00		0.00		(4,008.47)		4,008.47	100.00
	BEG. FUND BALANCE	(0.20)							
	FUND BALANCE ADJUSTMENTS	0.20							
	END FUND BALANCE					(4,008.47)			

REVENUE AND EXPENDITURE REPORT FOR ANN ARBOR CHARTER TOWNSHIP  
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GL NUMBER	DESCRIPTION	END BALANCE		2025 AMENDED BUDGET	YTD BALANCE		AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 219 - STREET LIGHTING FUND									
Revenues									
Dept 000 - OTHER REVENUE ACCOUNT									
219-000-666.000	DIVIDENDS INTEREST ON INVESTMENTS	74.14		0.00		10.01		(10.01)	100.00
Total Dept 000 - OTHER REVENUE ACCOUNT		74.14		0.00		10.01		(10.01)	100.00
Dept 253 - TREASURER									
219-253-402.000	CURRENT PROPERTY TAXES	0.00		4,790.00		0.00		4,790.00	0.00
219-253-452.000	SPECIAL ASSESSMENT REVENUE	5,002.76		0.00		0.00		0.00	0.00
Total Dept 253 - TREASURER		5,002.76		4,790.00		0.00		4,790.00	0.00
TOTAL REVENUES		5,076.90		4,790.00		10.01		4,779.99	0.21
Expenditures									
Dept 265 - BUILDINGS AND GROUNDS									
219-265-920.000	UTILITIES	5,094.57		4,790.00		826.12		3,963.88	17.25
Total Dept 265 - BUILDINGS AND GROUNDS		5,094.57		4,790.00		826.12		3,963.88	17.25
TOTAL EXPENDITURES		5,094.57		4,790.00		826.12		3,963.88	17.25
Fund 219 - STREET LIGHTING FUND:									
TOTAL REVENUES		5,076.90		4,790.00		10.01		4,779.99	0.21
TOTAL EXPENDITURES		5,094.57		4,790.00		826.12		3,963.88	17.25
NET OF REVENUES & EXPENDITURES		(17.67)		0.00		(816.11)		816.11	100.00
BEG. FUND BALANCE		5,366.07		5,348.40		5,348.40			
END FUND BALANCE		5,348.40		5,348.40		4,532.29			

REVENUE AND EXPENDITURE REPORT FOR ANN ARBOR CHARTER TOWNSHIP  
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GL NUMBER	DESCRIPTION	END BALANCE		2025 AMENDED BUDGET	YTD BALANCE		AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		12/31/2024	03/31/2025	NORMAL	(ABNORMAL)	
Fund 223 - TOWNSHIP WOODLANDS/NATURAL FEATURES FUND									
Revenues									
Dept 000 - OTHER REVENUE ACCOUNT									
223-000-666.000	DIVIDENDS INTEREST ON INVESTMENTS	48,676.72		22,000.00	364.46		21,635.54		1.66
Total Dept 000 - OTHER REVENUE ACCOUNT		48,676.72		22,000.00	364.46		21,635.54		1.66
TOTAL REVENUES		48,676.72		22,000.00	364.46		21,635.54		1.66
Expenditures									
Dept 931 - TRANSFERS									
223-931-995.000	TRANSFER OUT	1,000,000.00		0.00	0.00		0.00		0.00
Total Dept 931 - TRANSFERS		1,000,000.00		0.00	0.00		0.00		0.00
TOTAL EXPENDITURES		1,000,000.00		0.00	0.00		0.00		0.00
Fund 223 - TOWNSHIP WOODLANDS/NATURAL FEATURES FUND:									
TOTAL REVENUES		48,676.72		22,000.00	364.46		21,635.54		1.66
TOTAL EXPENDITURES		1,000,000.00		0.00	0.00		0.00		0.00
NET OF REVENUES & EXPENDITURES		(951,323.28)		22,000.00	364.46		21,635.54		1.66
BEG. FUND BALANCE		1,010,822.09		59,498.81	59,498.81				
END FUND BALANCE		59,498.81		81,498.81	59,863.27				

REVENUE AND EXPENDITURE REPORT FOR ANN ARBOR CHARTER TOWNSHIP  
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GL NUMBER	DESCRIPTION	END BALANCE		2025 AMENDED BUDGET	YTD BALANCE		AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 225 - FARMLAND PRESERVATION									
Revenues									
Dept 000 - OTHER REVENUE ACCOUNT									
225-000-573.000	LOCAL COMMUNITY STABILIZATION	26,957.23		25,500.00	0.00		25,500.00		0.00
225-000-666.000	DIVIDENDS INTEREST ON INVESTMENTS	116,243.49		43,000.00	5,175.22		37,824.78		12.04
Total Dept 000 - OTHER REVENUE ACCOUNT		143,200.72		68,500.00	5,175.22		63,324.78		7.56
Dept 253 - TREASURER									
225-253-402.000	CURRENT PROPERTY TAXES	465,227.62		479,000.00	478,662.89		337.11		99.93
225-253-404.000	PROPERTY TAX ADJUSTMENTS	34.79		0.00	(62.14)		62.14		100.00
225-253-412.000	DELINQUENT TAXES	824.91		0.00	0.00		0.00		0.00
Total Dept 253 - TREASURER		466,087.32		479,000.00	478,600.75		399.25		99.92
TOTAL REVENUES		609,288.04		547,500.00	483,775.97		63,724.03		88.36
Expenditures									
Dept 266 - LEGAL & PROFESSIONAL									
225-266-806.000	CONSULTANTS - OTHER	16,272.84		20,000.00	7,386.55		12,613.45		36.93
225-266-811.000	LEGAL FEES	2,240.00		5,000.00	0.00		5,000.00		0.00
225-266-998.000	EXPENSE ALLOCATION	3,000.00		0.00	0.00		0.00		0.00
Total Dept 266 - LEGAL & PROFESSIONAL		21,512.84		25,000.00	7,386.55		17,613.45		29.55
Dept 901 - CAPITAL PURCHASES									
225-901-971.001	LAND RIGHTS PURCHASE	0.00		0.00	100.00		(100.00)		100.00
Total Dept 901 - CAPITAL PURCHASES		0.00		0.00	100.00		(100.00)		100.00
Dept 931 - TRANSFERS									
225-931-995.000	TRANSFER OUT	2,000,000.00		0.00	0.00		0.00		0.00
Total Dept 931 - TRANSFERS		2,000,000.00		0.00	0.00		0.00		0.00
TOTAL EXPENDITURES		2,021,512.84		25,000.00	7,486.55		17,513.45		29.95
Fund 225 - FARMLAND PRESERVATION:									
TOTAL REVENUES		609,288.04		547,500.00	483,775.97		63,724.03		88.36
TOTAL EXPENDITURES		2,021,512.84		25,000.00	7,486.55		17,513.45		29.95
NET OF REVENUES & EXPENDITURES		(1,412,224.80)		522,500.00	476,289.42		46,210.58		91.16
BEG. FUND BALANCE		2,062,885.49		650,660.69	650,660.69				
END FUND BALANCE		650,660.69		1,173,160.69	1,126,950.11				

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GL NUMBER	DESCRIPTION	END BALANCE		2025 AMENDED BUDGET	YTD BALANCE		AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 249 - BUILDING DEPARTMENT FUND									
Revenues									
Dept 000 - OTHER REVENUE ACCOUNT									
249-000-479.000	RENTAL REGISTRATION & INSPECTION FEES	15,780.00		3,060.00	675.00		2,385.00		22.06
249-000-485.000	PERMIT INSPECTION FEES	247,934.45		140,000.00	78,758.00		61,242.00		56.26
249-000-486.000	PLAN REVIEW FEES	37,979.00		10,000.00	15,499.50		(5,499.50)		155.00
249-000-666.000	DIVIDENDS INTEREST ON INVESTMENTS	85,565.17		40,000.00	12,789.89		27,210.11		31.97
249-000-684.000	MISCELLANEOUS INCOME	45.00		0.00	45.00		(45.00)		100.00
249-000-698.000	INSURANCE RECOVERY PROCEEDS	45.00		0.00	0.00		0.00		0.00
Total Dept 000 - OTHER REVENUE ACCOUNT		387,348.62		193,060.00	107,767.39		85,292.61		55.82
TOTAL REVENUES		387,348.62		193,060.00	107,767.39		85,292.61		55.82
Expenditures									
Dept 228 - TECHNOLOGY									
249-228-818.000	SERVICE CONTRACTS	3,859.19		2,575.00	2,274.91		300.09		88.35
249-228-980.000	PURCHASES	2,812.50		2,000.00	79.99		1,920.01		4.00
249-228-998.000	EXPENSE ALLOCATION	5,000.00		8,360.00	2,090.00		6,270.00		25.00
Total Dept 228 - TECHNOLOGY		11,671.69		12,935.00	4,444.90		8,490.10		34.36
Dept 261 - OPERATIONS									
249-261-727.000	OFFICE SUPPLIES	0.00		0.00	16.95		(16.95)		100.00
249-261-728.000	PRINTING/BINDING	442.00		1,600.00	0.00		1,600.00		0.00
249-261-730.000	POSTAGE & MAILING	8.95		0.00	0.00		0.00		0.00
249-261-798.000	SUBSCRIPTIONS/BOOKS	321.78		700.00	534.89		165.11		76.41
249-261-812.000	INSPECTOR COSTS	56,670.65		60,000.00	13,360.00		46,640.00		22.27
249-261-818.000	SERVICE CONTRACTS	337.50		7,500.00	91.20		7,408.80		1.22
249-261-831.000	INSURANCE & BONDS	12,310.00		4,223.00	0.00		4,223.00		0.00
249-261-851.000	TELECOMMUNICATIONS	1,596.88		1,500.00	328.23		1,171.77		21.88
249-261-957.000	RESERVE FOR CONTINGENCIES	0.00		5,706.00	0.00		5,706.00		0.00
249-261-980.000	OFFICE EQUIP. & FURNITURE	7.88		0.00	0.00		0.00		0.00
249-261-998.000	EXPENSE ALLOCATION	3,150.00		6,510.00	1,627.50		4,882.50		25.00
Total Dept 261 - OPERATIONS		74,845.64		87,739.00	15,958.77		71,780.23		18.19
Dept 265 - BUILDINGS AND GROUNDS									
249-265-998.000	EXPENSE ALLOCATION	4,500.00		1,040.00	260.00		780.00		25.00
Total Dept 265 - BUILDINGS AND GROUNDS		4,500.00		1,040.00	260.00		780.00		25.00
Dept 266 - LEGAL & PROFESSIONAL									
249-266-806.000	CONSULTANTS - OTHER	16,480.00		15,000.00	2,317.50		12,682.50		15.45
249-266-811.000	LEGAL FEES	0.00		5,000.00	0.00		5,000.00		0.00
249-266-998.000	EXPENSE ALLOCATION	10,000.00		10,440.00	2,610.00		7,830.00		25.00
Total Dept 266 - LEGAL & PROFESSIONAL		26,480.00		30,440.00	4,927.50		25,512.50		16.19
Dept 270 - PERSONNEL									
249-270-703.000	DEPARTMENT HEAD	86,533.92		90,000.00	22,500.00		67,500.00		25.00
249-270-704.000	WAGES- FULL TIME	48,555.12		50,255.00	12,563.76		37,691.24		25.00

REVENUE AND EXPENDITURE REPORT FOR ANN ARBOR CHARTER TOWNSHIP  
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		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 249 - BUILDING DEPARTMENT FUND									
Expenditures									
249-270-705.000	OVERTIME	1,542.70		1,500.00	380.37		1,119.63		25.36
249-270-706.000	HOLIDAY,SICK & VACATION	7,917.34		0.00	0.00		0.00		0.00
249-270-707.000	HOURLY PART TIME/FILL IN	21,980.75		29,916.00	6,223.75		23,692.25		20.80
249-270-715.000	MEDICAL	42,140.28		52,000.00	11,858.52		40,141.48		22.80
249-270-715.001	LIFE INSURANCE	3,608.04		3,900.00	902.01		2,997.99		23.13
249-270-715.002	DENTAL	2,755.08		3,200.00	712.17		2,487.83		22.26
249-270-715.004	PENSION/RETIREMENT	14,465.21		14,017.00	3,544.41		10,472.59		25.29
249-270-715.005	FICA-EMPLOYER	11,977.68		13,440.00	2,965.58		10,474.42		22.07
249-270-715.008	RETIREMENT HEALTHCARE BENEFITS (MERS)	8,400.00		8,400.00	2,100.00		6,300.00		25.00
249-270-715.009	WORKERS COMP INSURANCE	736.39		500.00	266.10		233.90		53.22
249-270-715.011	EMPLOYEE MEDICAL PREMIUM	(3,120.00)		0.00	(300.00)		300.00		100.00
249-270-715.050	HEALTH SAVINGS ACCT CONTRIBUTION	12,000.00		16,000.00	8,000.00		8,000.00		50.00
249-270-724.000	PERSONNEL REALLOCATION	6,771.00		(50,300.00)	(12,575.00)		(37,725.00)		25.00
249-270-725.000	MEMBERSHIPS - DUES	740.00		500.00	0.00		500.00		0.00
249-270-955.100	MILEAGE/TRAVEL	197.52		200.00	92.46		107.54		46.23
249-270-955.200	CONVENTION & CONFERENCES	902.67		800.00	0.00		800.00		0.00
249-270-961.000	TRNG & IMPROVEMENT FULL-TIME	0.00		1,500.00	0.00		1,500.00		0.00
Total Dept 270 - PERSONNEL		268,103.70		235,828.00	59,234.13		176,593.87		25.12
Dept 596 - TRANSPORTATION									
249-596-748.000	GASOLINE & DIESEL	683.41		2,000.00	372.43		1,627.57		18.62
249-596-933.000	REPAIR & MAINTENANCE	1,741.44		2,000.00	0.00		2,000.00		0.00
Total Dept 596 - TRANSPORTATION		2,424.85		4,000.00	372.43		3,627.57		9.31
TOTAL EXPENDITURES		388,025.88		371,982.00	85,197.73		286,784.27		22.90
Fund 249 - BUILDING DEPARTMENT FUND:									
TOTAL REVENUES		387,348.62		193,060.00	107,767.39		85,292.61		55.82
TOTAL EXPENDITURES		388,025.88		371,982.00	85,197.73		286,784.27		22.90
NET OF REVENUES & EXPENDITURES		(677.26)		(178,922.00)	22,569.66		(201,491.66)		12.61
BEG. FUND BALANCE		1,723,113.02		1,722,435.76	1,722,435.76				
END FUND BALANCE		1,722,435.76		1,543,513.76	1,745,005.42				



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		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 402 - CAPITAL IMPROVEMENT PLAN (CIP)									
Revenues									
Dept 000 - OTHER REVENUE ACCOUNT									
402-000-628.000	FIRE SERVICES CONTRACT	87,602.36		90,000.00	68,200.03		21,799.97		75.78
402-000-664.002	LEASE INTEREST	6,279.48		0.00	0.00		0.00		0.00
402-000-664.003	LEASE AMORTIZATION	48,380.00		0.00	0.00		0.00		0.00
402-000-666.000	DIVIDENDS INTEREST ON INVESTMENTS	129,761.89		10,000.00	23,822.49		(13,822.49)		238.22
402-000-667.000	RENTAL INCOME	0.00		56,000.00	0.00		56,000.00		0.00
402-000-699.000	OPERATING TRANSFERS - IN	1,366,000.00		766,000.00	766,000.00		0.00		100.00
Total Dept 000 - OTHER REVENUE ACCOUNT		1,638,023.73		922,000.00	858,022.52		63,977.48		93.06
TOTAL REVENUES		1,638,023.73		922,000.00	858,022.52		63,977.48		93.06
Expenditures									
Dept 446 - ROADS									
402-446-818.000	SERVICE CONTRACTS	154,034.86		266,000.00	0.00		266,000.00		0.00
Total Dept 446 - ROADS		154,034.86		266,000.00	0.00		266,000.00		0.00
Dept 901 - CAPITAL PURCHASES									
402-901-976.001	EQUIP PURCH OVER \$5	21,640.00		0.00	0.00		0.00		0.00
402-901-981.000	VEHICLES	0.00		1,500,000.00	0.00		1,500,000.00		0.00
Total Dept 901 - CAPITAL PURCHASES		21,640.00		1,500,000.00	0.00		1,500,000.00		0.00
TOTAL EXPENDITURES		175,674.86		1,766,000.00	0.00		1,766,000.00		0.00
Fund 402 - CAPITAL IMPROVEMENT PLAN (CIP):									
TOTAL REVENUES		1,638,023.73		922,000.00	858,022.52		63,977.48		93.06
TOTAL EXPENDITURES		175,674.86		1,766,000.00	0.00		1,766,000.00		0.00
NET OF REVENUES & EXPENDITURES		1,462,348.87		(844,000.00)	858,022.52		(1,702,022.52)		101.66
BEG. FUND BALANCE		1,877,973.15		3,340,322.02	3,340,322.02				
END FUND BALANCE		3,340,322.02		2,496,322.02	4,198,344.54				

User: colleen

PERIOD ENDING 03/31/2025

DB: Ann Arbor Townsh

% Fiscal Year Completed: 24.66

GL NUMBER	DESCRIPTION	END BALANCE		2025 AMENDED BUDGET	YTD BALANCE		AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 592 - UTILITIES FUND									
Revenues									
Dept 000 - OTHER REVENUE ACCOUNT									
592-000-474.000	INT ON ASSESSMENTS		0.00	510.00		0.00		510.00	0.00
592-000-606.000	ADMIN FEES/PLAN REVIEW FEES		400.00	1,020.00		0.00		1,020.00	0.00
592-000-666.000	DIVIDENDS INTEREST ON INVESTMENTS		534,140.96	240,000.00		80,934.78		159,065.22	33.72
592-000-684.000	MISCELLANEOUS INCOME		50.00	0.00		0.00		0.00	0.00
Total Dept 000 - OTHER REVENUE ACCOUNT			534,590.96	241,530.00		80,934.78		160,595.22	33.51
Dept 537 - SALES/PURCHASES OF W&S									
592-537-630.000	CUSTOMER METER SALES-WATER		1,547,763.43	1,458,600.00		328,513.33		1,130,086.67	22.52
592-537-630.883	CUSTOMER METER SALES-SEWER		1,518,124.11	1,417,800.00		348,007.54		1,069,792.46	24.55
592-537-630.884	WATER & SEWER LATE PENALTY		12,279.81	0.00		4,603.15		(4,603.15)	100.00
592-537-633.000	CONNECTION FEES W&S		0.00	0.00		7,464.00		(7,464.00)	100.00
592-537-634.000	METER EQUIPMENT SALES		0.00	0.00		695.00		(695.00)	100.00
Total Dept 537 - SALES/PURCHASES OF W&S			3,078,167.35	2,876,400.00		689,283.02		2,187,116.98	23.96
Dept 568 - SOIL EROSION									
592-568-485.000	PERMIT INSPECTION FEES (SOI)		3,220.00	1,000.00		1,380.00		(380.00)	138.00
Total Dept 568 - SOIL EROSION			3,220.00	1,000.00		1,380.00		(380.00)	138.00
TOTAL REVENUES			3,615,978.31	3,118,930.00		771,597.80		2,347,332.20	24.74
Expenditures									
Dept 228 - TECHNOLOGY									
592-228-818.000	SERVICE CONTRACTS		3,117.68	3,000.00		2,692.66		307.34	89.76
592-228-980.000	PURCHASES		4,157.79	4,000.00		0.00		4,000.00	0.00
592-228-998.000	EXPENSE ALLOCATION		3,000.00	8,360.00		2,090.00		6,270.00	25.00
Total Dept 228 - TECHNOLOGY			10,275.47	15,360.00		4,782.66		10,577.34	31.14
Dept 261 - OPERATIONS									
592-261-727.000	OFFICE SUPPLIES		324.10	412.00		0.00		412.00	0.00
592-261-728.000	PRINTING/BINDING		3,203.97	5,000.00		0.00		5,000.00	0.00
592-261-730.000	POSTAGE & MAILING		1,032.74	600.00		708.76		(108.76)	118.13
592-261-779.000	SMALL TOOLS		991.02	3,000.00		0.00		3,000.00	0.00
592-261-818.000	SERVICE CONTRACTS		18,444.87	25,000.00		6,165.26		18,834.74	24.66
592-261-831.000	INSURANCE & BONDS		11,718.00	12,360.00		17,383.00		(5,023.00)	140.64
592-261-851.000	TELECOMMUNICATIONS		2,396.28	3,000.00		507.99		2,492.01	16.93
592-261-933.000	REPAIR & MAINTENANCE		60,852.68	130,000.00		9,495.01		120,504.99	7.30
592-261-955.000	MISCELLANEOUS		(213.64)	1,000.00		190.00		810.00	19.00
592-261-957.000	RESERVE FOR CONTINGENCIES		75.00	16,472.00		0.00		16,472.00	0.00
592-261-968.000	DEPRECIATION EXPENSE		556,854.10	0.00		0.00		0.00	0.00
592-261-976.000	EQUIPMENT PURCH UNDER \$5K		10,871.16	10,000.00		0.00		10,000.00	0.00
592-261-980.000	PURCHASES		0.00	1,000.00		0.00		1,000.00	0.00
592-261-998.000	EXPENSE ALLOCATION		17,430.00	23,340.00		5,835.00		17,505.00	25.00
Total Dept 261 - OPERATIONS			683,980.28	231,184.00		40,285.02		190,898.98	17.43
Dept 265 - BUILDINGS AND GROUNDS									

REVENUE AND EXPENDITURE REPORT FOR ANN ARBOR CHARTER TOWNSHIP  
 PERIOD ENDING 03/31/2025  
 % Fiscal Year Completed: 24.66

GL NUMBER	DESCRIPTION	END BALANCE		2025 AMENDED BUDGET	YTD BALANCE		AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 592 - UTILITIES FUND									
Expenditures									
592-265-920.000	UTILITIES	30,320.51		33,000.00	10,488.22		22,511.78		31.78
592-265-998.000	EXPENSE ALLOCATION	7,000.00		1,560.00	390.00		1,170.00		25.00
Total Dept 265 - BUILDINGS AND GROUNDS		37,320.51		34,560.00	10,878.22		23,681.78		31.48
Dept 266 - LEGAL & PROFESSIONAL									
592-266-802.000	ENGINEERING FEES	39,630.86		75,000.00	23,719.50		51,280.50		31.63
592-266-804.000	ACCOUNTING SERVICES	2,500.00		0.00	0.00		0.00		0.00
592-266-811.000	LEGAL FEES	16,380.00		50,000.00	1,350.00		48,650.00		2.70
592-266-998.000	EXPENSE ALLOCATION	24,000.00		37,430.00	9,357.50		28,072.50		25.00
Total Dept 266 - LEGAL & PROFESSIONAL		82,510.86		162,430.00	34,427.00		128,003.00		21.19
Dept 270 - PERSONNEL									
592-270-703.000	DEPARTMENT HEAD	98,280.00		102,250.00	25,429.98		76,820.02		24.87
592-270-705.000	OVERTIME	9,563.28		12,025.00	3,729.96		8,295.04		31.02
592-270-706.000	HOLIDAY, SICK & VACATION	26,919.45		4,000.00	2,023.12		1,976.88		50.58
592-270-707.000	HOURLY FILL IN	24,385.00		22,000.00	5,703.50		16,296.50		25.93
592-270-708.000	HOURLY FULL TIME	55,362.00		65,898.00	16,279.87		49,618.13		24.70
592-270-715.000	MEDICAL	33,747.24		41,200.00	9,255.60		31,944.40		22.47
592-270-715.001	LIFE INSURANCE	3,662.52		4,300.00	915.63		3,384.37		21.29
592-270-715.002	DENTAL	2,293.56		2,600.00	592.89		2,007.11		22.80
592-270-715.004	PENSION/RETIREMENT	17,152.09		17,791.00	4,746.29		13,044.71		26.68
592-270-715.005	FICA-EMPLOYER	14,479.32		15,110.00	3,983.26		11,126.74		26.36
592-270-715.008	RETIREMENT HEALTHCARE BENEFITS	8,400.00		8,400.00	2,100.00		6,300.00		25.00
592-270-715.009	WORKERS COMP INSURANCE	7,683.04		5,900.00	3,299.58		2,600.42		55.93
592-270-715.050	HEALTH SAVINGS ACCT CONTRIBUTION	8,750.83		12,000.00	6,000.00		6,000.00		50.00
592-270-724.000	PERSONNEL REALLOCATION	(39,792.00)		2,800.00	700.00		2,100.00		25.00
592-270-724.001	PERSONNEL ALLOCATION- FUND 871 EMPLOYEES	0.00		(15,000.00)	(3,750.00)		(11,250.00)		25.00
592-270-725.000	MEMBERSHIPS - DUES	4,124.67		5,500.00	3,770.38		1,729.62		68.55
592-270-746.000	UNIFORM EXPENSE	413.81		3,000.00	0.00		3,000.00		0.00
592-270-955.100	MILEAGE/TRAVEL	178.22		250.00	221.20		28.80		88.48
592-270-955.200	CONVENTION & CONFERENCES	8,056.67		6,000.00	2,393.70		3,606.30		39.90
Total Dept 270 - PERSONNEL		283,659.70		316,024.00	87,394.96		228,629.04		27.65
Dept 537 - SALES/PURCHASES OF W&S									
592-537-777.000	METER EQUIPMENT PURCHASES	41,601.14		30,000.00	14,992.01		15,007.99		49.97
592-537-813.000	WATER PURCHASE-CITY OF AA	1,026,517.41		1,091,079.00	0.00		1,091,079.00		0.00
592-537-813.883	SEWER PURCHASES-CITY OF AA	1,016,406.07		942,296.00	0.00		942,296.00		0.00
Total Dept 537 - SALES/PURCHASES OF W&S		2,084,524.62		2,063,375.00	14,992.01		2,048,382.99		0.73
Dept 596 - TRANSPORTATION									
592-596-748.000	GASOLINE & DIESEL	5,533.14		10,000.00	1,381.88		8,618.12		13.82
592-596-933.000	REPAIR & MAINTENANCE	14,191.53		5,000.00	230.29		4,769.71		4.61
592-596-955.100	MILEAGE/TRAVEL	0.00		400.00	0.00		400.00		0.00
Total Dept 596 - TRANSPORTATION		19,724.67		15,400.00	1,612.17		13,787.83		10.47
Dept 901 - CAPITAL PURCHASES									

REVENUE AND EXPENDITURE REPORT FOR ANN ARBOR CHARTER TOWNSHIP  
 PERIOD ENDING 03/31/2025  
 % Fiscal Year Completed: 24.66

GL NUMBER	DESCRIPTION	END BALANCE		2025 AMENDED BUDGET	YTD BALANCE		AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		12/31/2024	03/31/2025	NORMAL	(ABNORMAL)	
Fund 592 - UTILITIES FUND									
Expenditures									
592-901-976.001	EQUIP PURCH OVER \$5		0.00	80,000.00		0.00		80,000.00	0.00
592-901-976.002	WTR & SWR LINES CAP EXPENDITURES		0.00	100,000.00		0.00		100,000.00	0.00
Total Dept 901 - CAPITAL PURCHASES			0.00	180,000.00		0.00		180,000.00	0.00
TOTAL EXPENDITURES			3,201,996.11	3,018,333.00		194,372.04		2,823,960.96	6.44
Fund 592 - UTILITIES FUND:									
TOTAL REVENUES			3,615,978.31	3,118,930.00		771,597.80		2,347,332.20	24.74
TOTAL EXPENDITURES			3,201,996.11	3,018,333.00		194,372.04		2,823,960.96	6.44
NET OF REVENUES & EXPENDITURES			413,982.20	100,597.00		577,225.76		(476,628.76)	573.80
BEG. FUND BALANCE			22,225,381.18	22,639,363.38		22,639,363.38			
END FUND BALANCE			22,639,363.38	22,739,960.38		23,216,589.14			
TOTAL REVENUES - ALL FUNDS									
			19,971,934.69	11,481,904.53		6,170,693.91		5,311,210.62	53.74
TOTAL EXPENDITURES - ALL FUNDS									
			28,298,778.35	12,972,633.53		2,963,685.18		10,008,948.35	22.85
NET OF REVENUES & EXPENDITURES			(8,326,843.66)	(1,490,729.00)		3,207,008.73		(4,697,737.73)	215.13
BEG. FUND BALANCE - ALL FUNDS			44,186,210.66	35,859,367.20		35,859,367.20			
FUND BALANCE ADJ - ALL FUNDS			0.20						
END FUND BALANCE - ALL FUNDS			35,859,367.20	34,368,638.20		39,066,375.93			

To: Ann Arbor Township Board of Trustees  
 From: Iomar Whitt, Accounting Manager  
 Date: May 19, 2025

**First Quarter 2025 Budget Amendment Requests**

Fund	Account #	Description	Original 2025 Budget	Amended 2025 Budget	Change
<b>GENERAL FUND #101</b>					
<b>Budget Amendment Effect on Fund Balance</b>					
		Beginning Fund Balance	\$ 2,636,603	\$ 2,636,603	\$ -
		Revenues	\$ 1,424,762	\$ 1,424,762	\$ -
		Expenditures	\$ 1,439,104	\$ 1,439,104	\$ -
		Ending Fund Balance	\$ 2,622,261	\$ 2,622,261	\$ -

**Detail Budget Amendments**

			Increase	Decrease
<u>Expenditure</u>				
1)	<u>Wage &amp; Benefits Increases as Approved by the Personnel Committee</u>			
Expense	101-215-715.050	HEALTH SAVINGS ACCT CONTRIBUTION	2,000	
Expense	101-253-704.000	WAGES- FULL TIME	8,886	
Expense	101-253-715.005	FICA-EMPLOYER	680	
Expense	101-253-715.004	PENSION/RETIREMENT	976	
Expense	101-253-705.000	OVERTIME	869	
Expense	101-253-715.050	HEALTH SAVINGS ACCT CONTRIBUTION	1,000	
Expense	101-701-704.000	WAGES- FULL TIME	1,700	
Expense	101-701-704.000	OVERTIME	1,295	
Expense	101-701-715.005	FICA-EMPLOYER	229	
Expense	101-701-715.050	HEALTH SAVINGS ACCT CONTRIBUTION	2,000	
Expense	101-701-715.004	PENSION/RETIREMENT	300	
Expense	101-261-957.000	Reserve for Contingencies		19,935
1)	<u>Increase Budget for New Clerk Assistant</u>			
Expense	101-215-707.000	HOURLY PART TIME/FILL IN	27,586	
Expense	101-215-715.005	FICA-EMPLOYER	2,110	
Expense	101-261-957.000	Reserve for Contingencies		29,696

**FIRE FUND #206**

	Original 2025 Budget	Amended 2025 Budget	Change
Beginning Fund Balance	\$ 1,015,021	\$ 1,015,021	\$ -
Revenues	\$ 2,304,000	\$ 2,304,000	\$ -
Expenditures	\$ 2,158,696	\$ 2,290,146	\$ 131,450
Ending Fund Balance	\$ 1,160,325	\$ 1,028,875	\$ (131,450)

**Detail Budget Amendments**

			Increase	Decrease
<u>Expenditure</u>				
1)	<u>Benefit Increases as Approved by the Personnel Committee</u>			
Expense	206-270-709.100	UNIFORM ALLOW - FULL TIME	\$570	
Expense	206-270-709.400	EMT BONUS	\$1,500	
Expense	206-270-709.200	LONGEVITY	\$2,400	
Expense	206-270-715.050	HEALTH SAVINGS ACCT CONTRIBUTION	\$3,000	
Expense	206-261-957.000	Reserve for Contingencies		\$7,470
2)	<u>Fire Station 2 Roof Repair ( Board Approved on 10-21-24 and 3-17-25)</u>			

Expense 206-265-933.000 REPAIR & MAINTENANCE 131,450

**GRANT FUND #211**

**Budget Amendment Effect on Fund Balance**

	Original 2025 Budget	Amended 2025 Budget	Change
Beginning Fund Balance	\$ -	\$ -	\$ -
Revenues	\$ 50,000	\$ 144,013	\$ 94,013
Expenditures	\$ 50,000	\$ 144,013	\$ 94,013
Ending Fund Balance	\$ -	\$ -	\$ -

**Detail Budget Amendments**

		Increase	Decrease
3)	<u>Community Energy Management (CEM) Grant Expenses and Revenue for 2025</u>		
Revenue	211-000-540.000 State and Local Grants	94,012.53	
Expense	211-261-955.002 COMMUNITY ENERGY MANAGEMENT EXPENSE	94,012.53	

**BUILDING DEPARTMENT FUND #249**

**Budget Amendment Effect on Fund Balance**

	Original 2025 Budget	Amended 2025 Budget	Change
Beginning Fund Balance	\$ 1,722,436	\$ 1,722,436	\$ -
Revenues	\$ 193,060	\$ 193,060	\$ -
Expenditures	\$ 371,982	\$ 371,982	\$ -
Ending Fund Balance	\$ 1,543,514	\$ 1,543,514	\$ -

**Detail Budget Amendments**

Expenditure		Increase	Decrease
1)	<u>Wage &amp; Benefits Increases as Approved by the Personnel Committee</u>		
Expense	249-270-703.000 Department Head	3,466	
Expense	249-270-704.000 WAGES- FULL TIME	1,700	
Expense	249-270-707.000 HOURLY PART TIME/FILL IN	3,916	
Expense	249-270-715.005 FICA	695	
Expense	249-270-715.004 Pension/Retirement	517	
Expense	249-270-715.050 HEALTH SAVINGS ACCT CONTRIBUTION	4,000	
Expense	249-261-957.000 Reserve for Contingencies		14,294

**UTILITY FUND #592**

**Budget Amendment Effect on Fund Balance**

	Original 2025 Budget	Amended 2025 Budget	Change
Beginning Fund Balance	\$ 11,719,324	\$ 11,719,324	\$ -
Revenues	\$ 3,118,930	\$ 3,118,930	\$ -
Expenditures	\$ 3,018,333	\$ 3,018,333	\$ -
Ending Fund Balance	\$ 11,819,921	\$ 11,819,921	\$ -

**Detail Budget Amendments**

Expenditure		Increase	Decrease
1)	<u>Wage &amp; Benefits Increases as Approved by the Personnel Committee</u>		
Expense	592-270-708.000 Wages FT	8,898	
Expense	592-270-705.000 Overtime	4,300	
Expense	592-270-715.005 FICA	1,010	
Expense	592-270-715.004 Pension	1,320	
Expense	592-270-715.050 HEALTH SAVINGS ACCT CONTRIBUTION	3,000	
Expense	592-261-957.000 Reserve for Contingencies		18,528



**AGREEMENT OF GENERAL CONSULTING SERVICES  
BETWEEN  
ANN ARBOR TOWNSHIP, MICHIGAN  
AND  
STANTEC CONSULTING MICHIGAN INC.**

This Agreement is made effective \_\_\_\_\_ between ANN ARBOR CHARTER TOWNSHIP, a Michigan Municipal Corporation of 3792 Pontiac Trail, Ann Arbor, Michigan 48105, hereinafter called the TOWNSHIP, and STANTEC CONSULTING MICHIGAN INC., a Michigan corporation of 1168 Oak Valley Drive, Suite 100, Ann Arbor, Michigan 48108, hereinafter called the CONSULTANT.

Whereas, CONSULTANT desires to contract with TOWNSHIP to render professional engineering services for engineering, consultation, site plan reviews, reports, designs or representations in connection with additions to and/or extensions of the municipal utilities systems or other public work assignments, review of plans and proposals submitted for community development or assistance in government operations.

Now, therefore, TOWNSHIP and CONSULTANT in consideration of their mutual covenants herein agree in respect of the performance of professional engineering services by CONSULTANT and the payment for those services by TOWNSHIP as set forth below.

**SECTION I** **BASIC SERVICES OF THE CONSULTANT**

The CONSULTANT shall:

- 1.1** Serve as TOWNSHIP'S professional engineering consultant and advise TOWNSHIP on various matters when so requested by the Township Supervisor, including attendance at Township Planning Commission meetings, Township Board meetings, Utility Committee meetings, staff meetings and other meetings and conduct such reviews and provide other engineering consultation services as designated by the Township Supervisor.
- 1.2** Consult with the Township Supervisor to determine the TOWNSHIP's requirements for an authorized project and review available data.
- 1.3** Perform specific studies, grant applications, planning, or design project(s) upon authorization from the Township Supervisor and serve as the Township's professional representative for the project(s), program(s) or service(s) authorized.

**1.4** Before any services are provided under this Agreement, CONSULTANT shall procure, and maintain in effect during the term of this Agreement, insurance coverage in amounts and on terms not less than set forth below.

A General Liability: Commercial general liability insurance for personal and bodily injury, including death, and property damage in the amount of \$1,000,000 each occurrence and not less than \$2,000,000 in the aggregate. Ann Arbor Township will be named as additionally insured on commercial general liability.

B Automobile Liability: Automobile liability insurance for bodily injury, including death, and property damage in the amount of \$1,000,000 each occurrence.

C Professional Liability: Professional liability insurance for damages incurred by reason of any negligent act, error or omission committed or alleged to have been committed by CONSULTANT in the amount of \$2,000,000 per claim and in the aggregate.

D Workers' Compensation: As prescribed by applicable law.

E Upon request, CONSULTANT shall provide certificates of insurance evidencing coverage required above. Each certificate shall provide that the coverage therein afforded shall not be cancelled except with thirty (30) days prior written notice to the TOWNSHIP.

**1.5** Designate R. Brian Simons and/or Eric Humesky, Civil Engineers licensed in the State of Michigan, as the primary persons responsible for performing and overseeing CONSULTANT's work under this Agreement and designate Steve Tennyson, as the Construction Engineer. Such designation may change upon mutual consent of both parties.

**1.6** Provide sufficient licensed and qualified surveyors, engineers and support personnel to timely and effectively render the services required by this Agreement.

**1.7** Submit itemized monthly invoices for work performed by CONSULTANT under this Agreement for the preceding month. Such invoices shall be separated by project and shall be billed at the rate set forth on the 2025 - 2027 Fee Schedule attached, which rates shall remain unchanged for three (3) years after the date of this Agreement. R. Brian Simons shall be billed at a rate of \$246/hour, Steve Tennyson shall be billed at a rate of \$159/hour and Eric Humesky shall be billed at a rate of \$175/hour.

**1.8** Project specific charges, such as subconsultants; travel, accommodations and meals; project specific printing of deliverables; consumables; usage charges for specialized field equipment and company owned, leased or rented project vehicles; external testing lab charges and other external services charges; specialized computer software costs; and other significant project specific expenses will be invoiced in addition to labor fees.

## **SECTION II**

## **TOWNSHIP'S RESPONSIBILITY**

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The TOWNSHIP shall:

- 2.1** Provide CONSULTANT with that information available to the TOWNSHIP concerning the background and requirements of the authorized project(s), program(s), or service(s).
- 2.2** Assist CONSULTANT in securing rights of entry upon public and private lands as required for CONSULTANT to perform authorized work, and to relieve CONSULTANT of responsibility for any authorized work for which right of entry cannot be secured.
- 2.3** Give thorough consideration to all reports, sketches, estimates, drawings, specifications, proposals, and other documents presented by CONSULTANT and inform CONSULTANT of all decisions within a reasonable time so as not to delay the work of CONSULTANT, or inform CONSULTANT if a project will be delayed.
- 2.4** After review by the Township Supervisor, submit CONSULTANT's invoices for approval by the TOWNSHIP Board in accordance with the Township's procedure for processing invoices for payment.

## **SECTION III**

## **MISCELLANEOUS**

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- 3.1** If any authorized project includes the inspection of construction of any type of facility or system, a new contract covering construction will be negotiated between TOWNSHIP and CONSULTANT.
- 3.2** All documents prepared by CONSULTANT pursuant to this Agreement are instruments of service in respect of the pertinent project. They are not intended or represented to be suitable for reuse by TOWNSHIP or others in extensions of the project beyond that now contemplated or on any other project. Any reuse by TOWNSHIP without written verification or adaptation by CONSULTANT for the specific purpose intended will be at TOWNSHIP'S sole risk and without liability or legal exposure to CONSULTANT.
- 3.3** This Agreement may be terminated by: (a) TOWNSHIP with or without cause upon seven (7) days written notice to CONSULTANT; and (b) CONSULTANT for cause upon thirty (30) days written notice to TOWNSHIP. In the event of any termination, CONSULTANT will be paid for all services and reimbursable expenses properly rendered to the date of termination. Provided, if the termination is for cause, the Township shall have the right to withhold such payment until resolution of any disputed issues. Upon such termination, CONSULTANT will deliver to the Township the materials described in Section 7(b) below.
- 3.4** TOWNSHIP and CONSULTANT, and their successors and assigns are each bound by this Agreement. Provided, this Agreement shall not be transferred, assigned or delegated by CONSULTANT.

**3.5** Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than TOWNSHIP and CONSULTANT.

**3.6** Independent Contractor Status. In the performance of its obligations hereunder, the CONSULTANT is acting as an independent contractor (not as an employee or agent of the Township) for federal, state and local tax purposes and all other purposes. The Township will not withhold or pay on behalf of CONSULTANT any federal, state or local income taxes, unemployment compensation, workers' compensation or any other employer liability or responsibility which relates to employees of the Township. In no event shall the CONSULTANT receive or be eligible to receive benefits offered to employees of the Township. The CONSULTANT agrees to timely report, pay and discharge, at its sole expense, all tax or other liability relating to compensation paid to the CONSULTANT for services rendered by the CONSULTANT pursuant to this Agreement and otherwise comply with all applicable federal, state and local laws relating to the performance of its obligations hereunder. The CONSULTANT shall have no implied or actual authority to legally bind the Township or to make any representation or warranty on behalf of the Township.

**3.7 Confidential and Proprietary Information.**

**3.7.1** The CONSULTANT agrees and understands that given its relationship with the Township, the CONSULTANT may have access to and may receive information or materials that are considered confidential and/or proprietary by the Township ("Confidential Information"). Confidential Information includes, but is not limited to, procedures and processes, documentation, personnel and human resources information, strategic plans, financial information, and proposed agreements. Confidential Information may be communicated in writing, orally, electronically, or by other means, and may or may not be identified in writing as "Confidential" or "Proprietary."

**3.7.2** The CONSULTANT agrees that, during the Term as defined in Section 3.8 below and thereafter, the CONSULTANT will keep all Confidential Information strictly confidential and not use (except on behalf of the Township) or disclose any such Confidential Information, either directly or indirectly, to any person or entity without the prior written consent of the Township. This confidentiality covenant has no temporal, geographical or territorial restriction. Upon termination of this Agreement or at any time upon the Township's request, the CONSULTANT will promptly deliver to the Township all property, keys, notes, memoranda, writings, lists, files, reports, correspondence, tapes, disks, cards, maps, logs, data or any other tangible or electronic product or document which has been produced by, received by or otherwise submitted to the CONSULTANT during or prior to the Term described in Section 3.8 below pertaining to CONSULTANT'S work for the Township, including, but not limited to, information which constitutes or embodies Confidential Information which is in the CONSULTANT's possession or under his control.

**3.7.3** The CONSULTANT agrees that any breach of the terms of this Section 3.7 would result in irreparable injury and damage to the Township for which the Township would have no adequate remedy at law. The CONSULTANT, therefore, also agrees that in the event of any such breach or threatened breach, the Township shall be entitled to an immediate injunction and restraining order to prevent such breach and/or threatened breach and/or

continued breach by the CONSULTANT (including any and all persons acting for or with the CONSULTANT), without having to prove actual damages or post a bond or other security, and shall be entitled to recover all costs and expenses incurred by the Township in connection therewith including reasonable attorneys' fees and costs, in addition to all other remedies Township may be entitled at law or in equity, including, but not limited to, possible money damages.

- 3.8 Term.** The term of the independent contractor engagement under this Agreement shall be for a period beginning on the date of this Agreement and ending thirty-six (36) months thereafter unless sooner terminated as described in Section 3.3 above (the "Term").
- 3.9 Indemnification.** The CONSULTANT agrees to indemnify the Township and its officers, directors, contractors, agents and representatives from and against any and all losses, damages, liabilities, claims, costs and expenses (including, without limitation, reasonable attorneys' fees) resulting from (a) any breach by the CONSULTANT of any of the provisions of this Agreement, (b) any negligent or willful acts or omissions of the CONSULTANT, and (c) any violation by the CONSULTANT of applicable federal, state, local or foreign laws, including the failure to withhold or pay taxes or other withholdings on the payment of compensation under Section 3.6 above.
- 3.10 Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan without referenced to the conflict of laws principles thereof.
- 3.11 Miscellaneous.** No provision of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing and signed by the CONSULTANT and the Township. No waiver by either party hereto at any time of any breach by the other party hereto of, or compliance with, any condition or provision of this Agreement to be performed by such other party shall be deemed a waiver of similar or dissimilar provisions or conditions at the same or at any subsequent time. This Agreement sets forth the entire understanding of the parties hereto with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, written or oral, between them as to such subject matter.

*(signatures follow)*

ANN ARBOR CHARTER TOWNSHIP

STANTEC CONSULTING MICHIGAN INC.

By: \_\_\_\_\_

Diane O'Connell

Its: Township Supervisor

By:  \_\_\_\_\_

R. Brian Simons, PE, LEED® AP

Its: Senior Principal

## 2025 – 2027 FEE SCHEDULE FOR ANN ARBOR TOWNSHIP

Title	Hourly Rate	Description
Construction Technician CAD Technician	\$114 - \$139	<ul style="list-style-type: none"> <li>• Junior-level position</li> <li>• Independently carries out assignments of limited scope using standard procedures, methods, and techniques</li> <li>• Assists senior staff in carrying out more advanced procedures</li> <li>• Completed work is reviewed for feasibility and soundness of judgment</li> <li>• Graduate from an appropriate post-secondary program or equivalent</li> <li>• Generally, four years' work experience</li> </ul>
Engineering Assistant Engineer-In-Training Construction Technician Administrative Support	\$144 - \$158	<ul style="list-style-type: none"> <li>• Fully qualified professional position</li> <li>• Carries out assignments requiring general familiarity within a broad field of the respective profession</li> <li>• Makes decisions by using a combination of standard methods and techniques</li> <li>• Actively participates in planning to ensure the achievement of objectives</li> <li>• Works independently to interpret information and resolve difficulties</li> <li>• Graduate from an appropriate post-secondary program, with credentials or equivalent</li> <li>• Generally, six years' experience</li> </ul>
CAD Manager Designer Process Designer Project Engineer Senior Project Engineer Survey Manager Construction Technician Senior Civil Engineer Environmental Engineer Survey Crew Chief	\$170- \$189	<ul style="list-style-type: none"> <li>• First level supervisor of first complete level of specialization</li> <li>• Provides applied professional knowledge and initiative in planning and coordinating work programs</li> <li>• Adapts established guidelines as necessary to address unusual issues</li> <li>• Decisions accepted as technically accurate, however may on occasion be reviewed for soundness of judgment</li> <li>• Graduate from an appropriate post-secondary program, with credentials or equivalent</li> <li>• Generally, nine years' experience</li> </ul>
Associate Senior Associate Project Manager Field Services Manager Landscape Architect	\$195 - \$214	<ul style="list-style-type: none"> <li>• Highly specialized technical professional or supervisor of groups of professionals</li> <li>• Provides multidiscipline knowledge to deliver innovative solutions in related field of expertise</li> <li>• Participates in short- and long-range planning to ensure the achievement of objectives</li> <li>• Makes responsible decisions on all matters, including policy recommendations, work methods, and financial controls associated with large expenditures</li> <li>• Reviews and evaluates technical work</li> <li>• Graduate from an appropriate post-secondary program, with credentials or equivalent</li> <li>• Generally, ten years' experience with extensive, broad experience</li> </ul>
Principal Senior Principal	\$241 - \$274  \$284 - \$290	<ul style="list-style-type: none"> <li>• Senior level consultant or management function</li> <li>• Recognized as an authority in a specific field with qualifications of significant value</li> <li>• Provides multidiscipline knowledge to deliver innovative solutions in related field of expertise</li> <li>• Independently conceives programs and problems for investigation</li> <li>• Participates in discussions to ensure the achievement of program and/or project objectives</li> <li>• Makes responsible decisions on expenditures, including large sums or implementation of major programs and/or projects</li> <li>• Graduate from an appropriate post-secondary program, with credentials or equivalent</li> <li>• Generally, fifteen years' experience with extensive professional and management experience</li> </ul>
Survey Crew	\$178 \$261	1 person crew 2-person crew

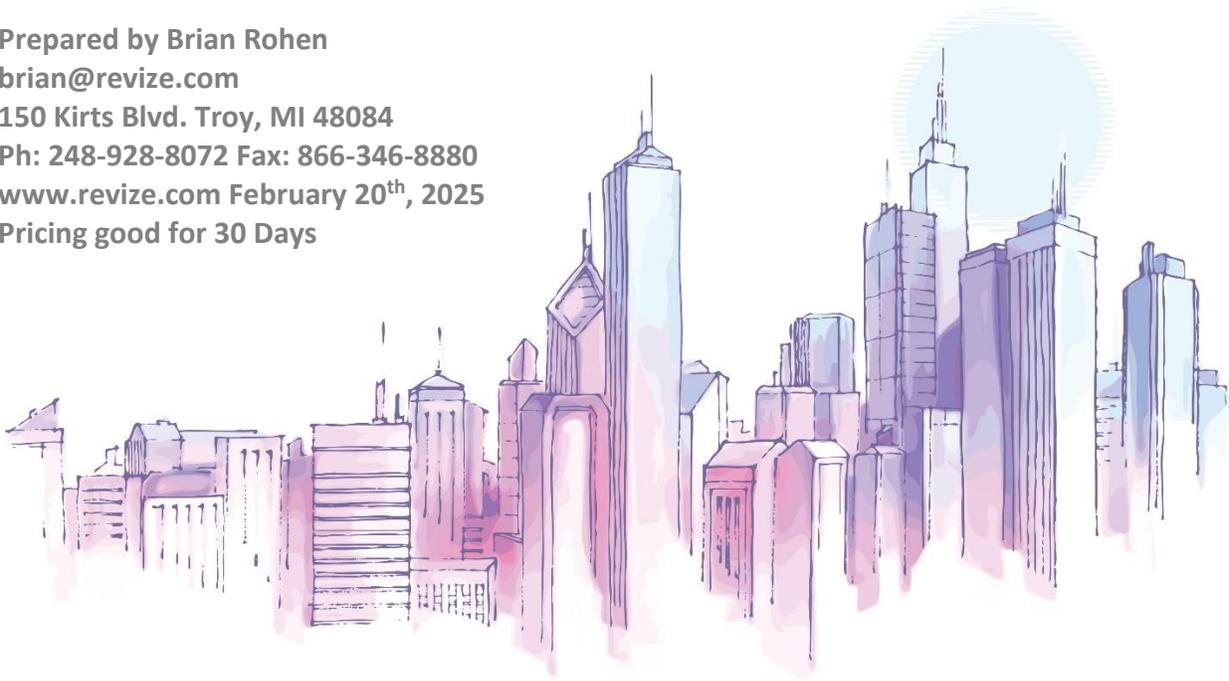
# revize.

The Government Website Experts

## WEBSITE PROPOSAL FOR Ann Arbor Charter Township, Michigan

Revize is a Minority Business Enterprise (MBE)

Prepared by Brian Rohen  
brian@revize.com  
150 Kirts Blvd. Troy, MI 48084  
Ph: 248-928-8072 Fax: 866-346-8880  
www.revize.com February 20<sup>th</sup>, 2025  
Pricing good for 30 Days



## Revize Clients!

- Kronenwetter, MI <https://www.kronenwetter.org/>
- Northfield, MI <https://www.twp-northfield.org/>
- Sharon, MI <https://www.sharontownship.org/>
- Salem, MI <https://www.salem-mi.org/>
- Cassopolis, MI <https://www.cassopolis-mi.us/>
- South Lyon, MI <https://www.southlyonmi.org/>
- Clinton, MI <https://www.villageofclinton.org/>
- Decatur, MI <https://www.decaturm.org/>
- Grosse Pointe Shores, MI <https://www.gpshoresmi.gov/>
- Oscoda, MI <https://www.oscodatownshipmi.gov/>
- Pinconning, MI <https://www.pinconningtownship.com/>

Colleen Roberts, New Bern, NC – Public Information Officer

“Revize is a beehive of creative thinkers who are interested in putting your organization's communication objectives front and center. They're extremely easy to work with and they're engaged every step of the way. Before, during and after Revize did our site build, they were super responsive any time we had questions or concerns. & they're always open to new ideas too. We couldn't be happier!”



## Website Project Experience Examples

### Village of Milford, Michigan



<https://www.villageofmilford.org/>

### Details:

The Village of Milford has an inviting website with an updated, professional feel. This informational website brings together an amazing design with a full suite of web apps to engage the residents they serve. With a robust Document center and smooth transitions from the home page to interior pages of the website, users can find exactly what they are looking for easily. Not only does it serve as an informational website, it has the look and feel of a website that will welcome you home!

### Details:

Revize created a modern, aesthetically pleasing website for South Lyon that truly captured the essence of the community. The website introduced a responsive design which now allows for an adaptive experience across all devices including smartphones and tablets, but also integrated a user-friendly content editing management system. This website brings together an amazing design with a full suite of web apps to engage residents. Smooth transitions from the home page to interior pages of this website allow users to find exactly what they are looking for easily. Their unique design, streamlined integration of web applications, and a high traffic featured news and headlines area top off this website!

### The City of South Lyon, Michigan



<https://www.southlyonmi.org/>

## Website Account References

**Client: City of Dexter, MI**

*Justin Breyer, MPA, City Manager and City Clerk*

Office: (734) 580-2234

Email: [jbreyer@dextermi.gov](mailto:jbreyer@dextermi.gov)

Website: [www.dextermi.gov](http://www.dextermi.gov)

**Client: City of Big Rapids, MI**

*Tim Moslener, IT Director*

Office: 231-592-4033

Email: [tim.moslener@cityofbr.org](mailto:tim.moslener@cityofbr.org)

Website: [www.cityofbr.org](http://www.cityofbr.org)

**Client: City of Port Huron, MI**

*Kris Danko, IT Website Admin*

Office: (810) 984-9729

Email: [dankok@porthuron.org](mailto:dankok@porthuron.org)

Website: [www.porthuron.org](http://www.porthuron.org)

**Client: City of South Lyon, MI**

*Carol Brandon, Administrative Assistant*

Phone: (248) 437-1735

Email: [cbrandon@southlyonmi.org](mailto:cbrandon@southlyonmi.org)

Website: <https://southlyonmi.org/>

**Client: City of Rockford, MI**

*Kris Murphy, Deputy Clerk*

Phone: 616-866-1537

Email: [kmurphy@rockford.mi.us](mailto:kmurphy@rockford.mi.us)

Website: <https://www.rockford.mi.us/>

**Client: City of Petoskey, MI**

*Sarah Bek, City Manager Assistant, Deputy Clerk*

Phone: (231) 347-2500

Email: [sbek@petoskey.us](mailto:sbek@petoskey.us)

Website: [www.petoskey.us](http://www.petoskey.us)

**Client: Grattan Township, MI**

*Sabrina Freeman, Treasurer*

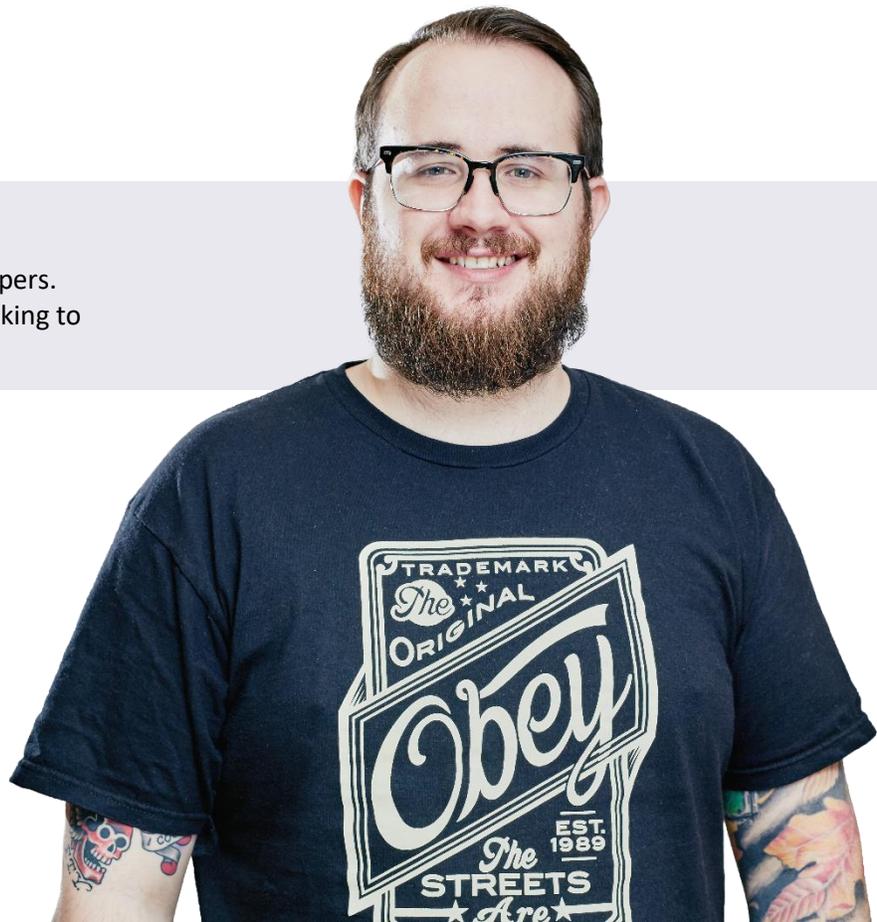
Phone: 616-691-8450x11

Email: [treasurer@grattantownship.org](mailto:treasurer@grattantownship.org)

Website: [www.grattantownship.org](http://www.grattantownship.org)

Did you know?

Our technical support staff are trained developers.  
When you call for tech support, you'll be speaking to  
staff with direct knowledge of development!



# Timeline Summary

Phase	When	Duration
<p><b>Phase 1: Initial Meeting, Communication Strategy, SOW</b></p> <ul style="list-style-type: none"> <li>Revize will conduct a staff interview and website design kickoff meeting with the client.</li> <li>After the meeting, Revize will provide a detailed project plan that assesses key findings and details.</li> </ul>	Weeks 1 through 3	3 Weeks
<p><b>Phase 2: Discovery &amp; Design</b></p> <ul style="list-style-type: none"> <li>Within (5) five weeks of the kick-off meeting Revize will provide (1) one custom homepage mockup, (1) one basic interior page mockup, and (1) one navigation mockup.</li> <li>Revize will provide revisions to each mockup based on the feedback received from the client, and will begin site-mapping process when client approves design</li> </ul>	Weeks 4 through 8	5 Weeks
<p><b>Phase 3 and 4: Template Development and CMS Integration</b></p> <ul style="list-style-type: none"> <li>Mockups will be developed into HTML pages making them clickable and resizable.</li> <li>Following HTML Development, Revize will add in the Revize Content Management System which makes the website easily editable.</li> <li>Integration of any 3<sup>rd</sup> party software will begin during this phase</li> </ul>	<p>Phase 3: Weeks 9 through 12</p> <p>Phase 4: Weeks 12 through 16</p>	<p>4 Weeks</p> <p>5 Weeks</p>
<p><b>Phase 5 and 6: Quality Assurance, Accessibility and Custom Development</b></p> <ul style="list-style-type: none"> <li>Revize will review all developed assets for functionality. The development team will review functionality, style sheet, and formatting checking for errors and verifying that site matches approved design mockups.</li> <li>Any custom needs identified earlier in the project will be executed during this phase and tested for quality assurance.</li> <li>ADA programming and beta site review with the client</li> </ul>	<p>Phase 5 Weeks 15 through 16</p> <p>Phase 6: Week 17</p>	<p>2 Weeks</p> <p>1 Week</p>
<p><b>Phase 7: Sitemap Development / Content Migration</b></p> <ul style="list-style-type: none"> <li>Revize will deliver a suggested sitemap, in Excel format, for the website prior to this phase (Unless the client has chosen to create their sitemap). Client and Revize will review and provide updated versions for approval. Pages will be built out one-by-one according to this previously approved sitemap architecture. Pages that are not linked in the sitemap will be created as blank pages.</li> <li>Migration includes up to all webpages, documents, and new content up to the relevant amount on the current website.</li> </ul>	Weeks 18 through 24	7 Weeks
<p><b>Phase 8: Content Editor and Web Administrator Training and Go Live preparation</b></p> <ul style="list-style-type: none"> <li>Revize will conduct a review of the beta site followed by a core team training (smaller group).</li> <li>After the beta site review, the client may request tweaks to the functionality of the website.</li> <li>Revize will conduct Website Usability testing and a separate full staff training for all CMS editors on-site in a classroom style setting.</li> <li>The training schedule will include editor training, and administrator training with a question-and-answer period.</li> <li>Results of the user experience testing will be provided to the client for review.</li> <li>Any change requests will be reviewed by Revize for feasibility and scope conformance before they are completed.</li> <li>Revize will conduct meeting with client IT department before go live to discuss the process and establish pre-go-live checklist (e.g. SSL certificates, redirects, subdomains, etc.)</li> <li>Retraining is available any time after Go Live.</li> </ul>	Weeks 25 through 27	3 Weeks
	<b>Go-Live (Average)</b>	<b>21-27 Weeks</b>



Did you know?  
 The project planning process is designed to fit your needs. We will adapt our timeline if your schedule requires!

## Revize Support Includes

- 8 AM – 8 PM EST Phone Support (Monday thru Friday)
- 24/7/365 Portal and Email Support
- Staff provides assistance and answers all questions
- Dedicated support staff
- New/existing user training
- Free Training Refreshers
- Video tutorials and online training manual
- Automatic integration of enhancements
- Automatic upgrade of CMS modules, such as Calendar, Document Center, etc.
- Four major CMS upgrades per year  
Software and modules upgrades (automatic install)
- Server hardware and OS upgrades
- Immediate bug fixes/patches
- Round the clock server monitoring
- Data Center Network upgrades
- Security and antivirus software upgrades
- Firewall and router upgrades
- Bandwidth and network infrastructure upgrades
- Remote backup of all website assets
- Tape backup of all website assets
- Quarterly Newsletters on major feature updates
- Regular webinars on CMS features and web site trends

### Maximum Response Times

- 1 hour for crisis issues
- 4-6 hours for critical issues
- 24 hours for normal issues

*As a Revize client, you will receive full access to all enhancements to the core components and modules in the Revize CMS at no additional charge*



## Revize Design Option 1: Custom

Phase 1: Project Planning and Analysis, SOW	\$900
Phase 2: Discovery & Design from scratch - One concept, three rounds of changes, home page design, and inner page design, includes Responsive Web Programming for great viewing on mobile screens.	\$2,250
Phase 3 & 4: Revize Template Development - Set-up all CMS modules listed on the following page with I-framing or linking to any additional 3rd party web applications. You also receive all updates to all CMS modules for the life of your Revize relationship. <b>You own the technology, design and content!</b>	\$3,800
<p><b><u>ADD-ON APPLICATIONS</u></b></p> <p>No Resident Engagement Applications added at yet</p>	
<p><b>ADD-ONS - SEE PAGES 27 &amp; 28</b></p>	
Phase 5 & 6: Q/A Testing, Accessibility and Custom Applications	\$950
Phase 7: Site map development/content reorganization and migration from old website into new website including spell checking and style corrections – up to 150 webpages and documents <b>(approximate amount on your website today). To help remove stale content, Revize will not be moving over old announcements, events</b>	\$450

or calendar items. Additional content migration, if requested, is available for \$3 per webpage and document.

Phase 8: Content editing and site administration training via web conference (one day session up to 8 hours) \$900

**Go live!** Included

**Custom Website Design Subtotal** **\$9,250**

**Revize Annual Maintenance Fee (1<sup>st</sup> Year pre-paid during site development)** **\$2,300/yr**

Includes Unlimited Tech Support, CMS software updates (for 5 users), security software updates, SSL security certificates, hosting and maintenance with website health checks. Website hosting Included free of charge (15 GB storage space, 100GB monthly bandwidth limit):

**ADD-ON APPLICATIONS**

No Resident Engagement Applications added at yet

**ADD-ONS - See Pages 27 & 28**

**Grand Total (1<sup>st</sup> Year)** **\$11,550**

**5-Year Agreement (Length Optional)**

Revize provides a free website design refresh during last year of service if client signs a locked-in rate agreement

**(Payment Plans on Page 23, Agreement Term Length Optional)**

# Revize Custom Design Payment Plans

## Payment Schedule & Interest-Free Payment Plans

### Option 1: Revize Year One Pay-In-Phases Payment Plan

During year one the client reserves the option to pay for the website upon completion of certain project phases. The first payment would be collected upon project start, second payment upon completion of Phase 2: Design Concept, and the final payment after completion of Phase 7: Client Training.

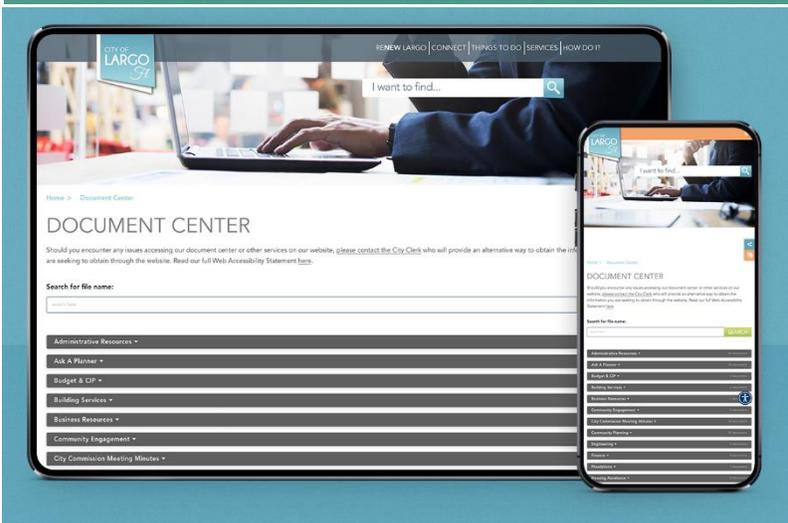
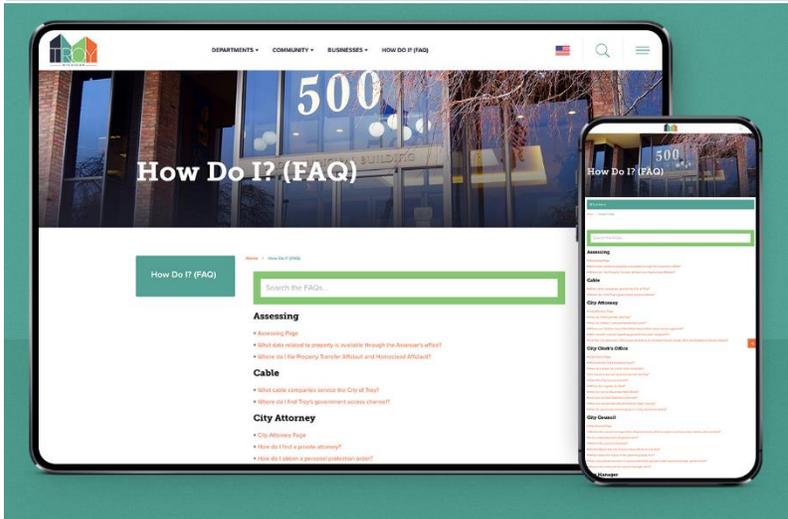
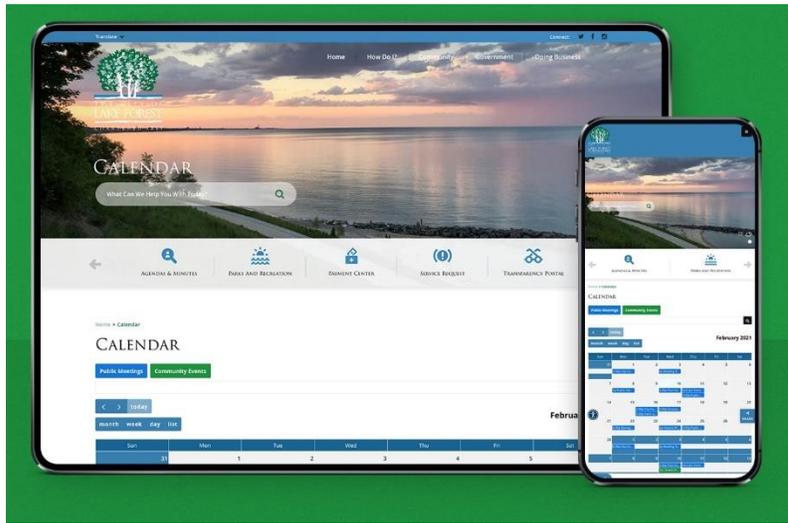
Payment Amount	Due Date	Payment Includes
11,550	Start of Project	Project Cost + Year 1 Annual Hosting and Maintenance
\$ 2,300	Year 2	Year 2 Annual Hosting & Maintenance
\$ 2,300	Year 3	Year 3 Annual Hosting & Maintenance
\$ 2,300	Year 4	Year 4 Annual Hosting & Maintenance + Free Redesign!
\$ 2,300	Year 5	Year 5 Annual Hosting & Maintenance

### Option 2: Revize Five-Year Interest-Free Payment Plan

Instead of paying for the total project cost in year one, Revize would spread out the total first year cost over five years of service.

Payment Amount	Due Date	Payment Includes
\$ 4,150	Year 1	20% of Project Cost + Year 1 Annual Hosting & Maintenance
\$ 4,150	Year 2	20% of Project Cost + Year 2 Annual Hosting & Maintenance
\$ 4,150	Year 3	20% of Project Cost + Year 3 Annual Hosting & Maintenance
\$ 4,150	Year 4	20% of Project Cost + Year 4 Annual Hosting & Maintenance + Free Redesign!
\$ 4,150	Year 5	20% of Project Cost + Year 5 Annual Hosting & Maintenance

# Custom Design Website Features Included



## VISITOR'S COMMUNICATION CENTER APPS

- Home Page Alert
- Agenda/Minutes Center with keyword search
- Document Center with keyword search
- FAQs with keyword search
- Staff/Listing Directory with keyword search
- Job Posting with keyword search
- RFP/RFQ Posting
- News Center with Facebook/Twitter Integration
- "Share This" Social Media App
- Photo Galleries
- Quick Link Buttons
- New Revize Web Calendars with monthly grid and listing view
- Sliding Feature Bar
- Language Translator – over 95 languages

## STAFF PRODUCTIVITY APPS

- Image Manager
- iCal Integration
- Link Checker
- Menu Manager
- CMS Web Form Builder with drag & drop text fields
- Website Content Archiving & Scheduling

## SITE ADMIN & SECURITY APPS

- Audit Trail & History Log
- Drag and Drop Menu Management
- Drag and Drop Picture Management
- Drag and Drop Document Management
- URL Redirect Setup
- Roles and Permission-based Security Mode
- Secure Site Gateway
- SSL Security Certificate
- Unique Login/Password for each Content Editor
- Web Statistics and Analysis with Google Analytics

## VISITOR'S ENGAGEMENT CENTER APPS:

- Citizen Request Center with Captcha
- RSS Feed
- Online Bill Pay via Third Party Payment Processor

## MOBILE DEVICE AND ACCESSIBILITY FEATURES

- ADA Compliant WCAG 2.1AA
- ADA Accessibility Widget
- Responsive Website Design (RWD) – for great Mobile Device viewing i.e All Phones, PC, Tablets, iPads

**ADA Compliance Disclaimer:**  
Revize designs and develops all websites to be ADA Compliant according to the WC3 Consortium's Web Content Accessibility Guidelines according to the 2.1 AA Level

## Resident Engagement Applications Available

<p><b>Online Interactive Forms Application</b>  <b>One Time Set-up Fee:</b>  <b>Annual Hosting and Maintenance Fee</b>  <b>Example:</b> <a href="https://www.arcadiaca.gov/resource_center/index.php">https://www.arcadiaca.gov/resource_center/index.php</a></p>	<p>\$1,950  \$900/yr</p>
<p><b>Add Facility Reservation System to Forms Application</b>  <b>One Time Set-up Fee:</b>  <b>Annual Hosting and Maintenance Fee</b>  <b>Example:</b> <a href="https://sedrowoolley.rja.revize.com/app/bookable-groups/shelters">https://sedrowoolley.rja.revize.com/app/bookable-groups/shelters</a></p>	<p>\$950  \$600/yr</p>
<p><b>New Agenda Builder Application <b>Learn more Here!</b></b> : <a href="https://www.revize.com/webinars_index.php">https://www.revize.com/webinars_index.php</a>  <b>One-Time Set-Up Fee:</b>  <b>Annual Hosting and Maintenance Fee:</b>  <b>Example:</b> <a href="https://agendas.revize.com/madisonoh">https://agendas.revize.com/madisonoh</a></p>	<p>\$2,000  \$2,950/yr</p>
<p><b>New E-Newsletter Center Application with opt-in list</b>  <b>One Time Set-Up Fee:</b>  <b>Annual Hosting and Maintenance Fee:</b>  <b>Example:</b> <a href="https://www.cityofsancarlos.org/e-notify/index.php">https://www.cityofsancarlos.org/e-notify/index.php</a></p>	<p>\$1,900  \$600</p>
<p><b>Alert Center with E-mail Notifications (3,000 emails/month base) (500 Texts/month base)</b>  <b>Annual Hosting and Maintenance Fee:</b>  <b>Example:</b> <a href="https://www.covingtonwa.gov/enotify/">https://www.covingtonwa.gov/enotify/</a></p>	<p>\$950/yr</p>
<p><b>Public Service Request System</b>  <b>One Time Set-up Fee:</b>  <b>Annual Hosting and Maintenance Fee</b>  <b>Example:</b> <a href="https://www.carlislepa.org/residents/public_service_request_portal.php">https://www.carlislepa.org/residents/public_service_request_portal.php</a></p>	<p>\$1,500  \$2,950/yr</p>
<p><b>Employee Intranet Development (Private Webpage with Login Access)</b>  <b>One Time Set-up Fee:</b>  <b>Annual Hosting and Maintenance Fee</b>  <b>Example:</b> <a href="https://www.southington.org/stafflogin/index.php">https://www.southington.org/stafflogin/index.php</a></p>	<p>\$1,500  \$500/yr</p>
<p><b>*New* Revize Online Chat with Artificial Intelligence</b>  <b>Annual Hosting and Maintenance Fee:</b>  <b>Example:</b> <a href="https://www.cityofsaline.org/">https://www.cityofsaline.org/</a></p>	<p>\$2,400/yr</p>

<p><b>Curated Search – Enhanced Search Capability</b>  <b>One-Time Set-up Fee:</b>  <b>Example:</b> <a href="https://www.cityofsancarlos.org/">https://www.cityofsancarlos.org/</a> <b>Try the main search bar!</b></p>	<p>\$1,750</p>
<p><b>Custom “Sub-Site” Department Design (“Site-within-the-Site” Design)</b>  <b>One-Time Set-up Fee (shared with main site design):</b>  <b>Example:</b> <a href="https://www.halseyor.gov/services/library/index.php">https://www.halseyor.gov/services/library/index.php</a></p> <p><b>One-Time Set-up Fee (custom design per department):</b>  <b>Example:</b> <a href="https://www.cityofsparks.us/police_home/index.php">https://www.cityofsparks.us/police_home/index.php</a></p>	<p>\$1,500</p> <p>\$2,750</p>
<p><b>Micro-Site Design for Department Page (Separately Developed Website)</b>  <b>One-Time Set-up Fee (shared with main site design):</b>  <b>Annual Hosting and Maintenance Fee (shared with main site design):</b>  <b>Example:</b> <a href="https://www.templeparks.com">https://www.templeparks.com</a> (micro-site of <a href="https://www.templetx.gov/">https://www.templetx.gov/</a>)</p> <p><b>One-Time Set-up Fee (custom design per site):</b>  <b>Annual Hosting and Maintenance Fee (custom design per site):</b>  <b>Example:</b> <a href="https://www.largopubliclibrary.org">https://www.largopubliclibrary.org</a> (micro-site of <a href="https://www.largo.com/">https://www.largo.com/</a>)</p>	<p>\$2,500</p> <p>\$400/yr</p> <p>\$4,500</p> <p>\$1,250/yr</p>
<p><b>Documents on Demand (TIER 1: Scans/Archive 3000 PDF)(Docs Content Keyword Searchable)</b>  <b>One-Time Set Up Fee:</b>  <b>Annual Hosting and Maintenance Fee</b>  <b>Example:</b> <a href="https://newcanaantownct.documents-on-demand.com/">https://newcanaantownct.documents-on-demand.com/</a></p>	<p>\$950</p> <p>\$950</p>
<p><b>Tile Template Organization</b>  <b>One Time Set-up Fee:</b>  <b>Example:</b> <a href="https://www.pascocountyfl.net/government/">https://www.pascocountyfl.net/government/</a></p>	<p>\$900</p>
<p><b>Revize Managed Web Content Updating Services</b>  Up to 6 sets of edit requests of content management (up to 30 minutes of work each request) per month, pricing does not include creative / copywriting services</p>	<p>\$1,800/yr</p>
<p><b>WCAG Scan and Remediation ADA Service Options</b></p> <p><b>Tier I Annual Hosting and Maintenance Fee</b></p> <ul style="list-style-type: none"> <li>• Up to 2 comprehensive WCAG Compliance scans per year upon client request.</li> <li>• Up to 4 custom development hours included to remediate suspected WCAG compliance issues.</li> <li>• Scans and fixes archived for audit purposes</li> </ul> <p><b>Tier II Annual Hosting and Maintenance Fee</b></p> <ul style="list-style-type: none"> <li>• Up to 2 comprehensive WCAG Compliance scans per year upon client request.</li> <li>• Up to 10 custom development hours included to remediate suspected WCAG compliance issues.</li> <li>• Optional post scan meeting with CLIENT and Revize ADA Team</li> <li>• Scans and fixes archived for audit purposes</li> <li>• Up to 20 custom development hours included to remediate suspected WCAG compliance issues.</li> <li>• Optional post scan meeting with CLIENT and Revize ADA Team</li> </ul>	<p>\$2,400/yr</p> <p>\$3,000/yr</p>

# Thank you

For Considering Revize

Prepared by Brian Rohen

150 Kirts Blvd., Suite B, Troy, MI 48084

Ph: 248-928-8072 Fax: 866-346-8880

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

# Revize Custom Design Payment Plans

## Payment Schedule & Interest-Free Payment Plans

### Option 1: Revize Year One Pay-In-Phases Payment Plan

During year one the client reserves the option to pay for the website upon completion of certain project phases. The first payment would be collected upon project start, second payment upon completion of Phase 2: Design Concept, and the final payment after completion of Phase 7: Client Training.

Payment Amount	Due Date	Payment Includes
11,550	Start of Project	Project Cost + Year 1 Annual Hosting and Maintenance
\$ 2,300	Year 2	Year 2 Annual Hosting & Maintenance
\$ 2,300	Year 3	Year 3 Annual Hosting & Maintenance
\$ 2,300	Year 4	Year 4 Annual Hosting & Maintenance + Free Redesign!
\$ 2,300	Year 5	Year 5 Annual Hosting & Maintenance

### Option 2: Revize Five-Year Interest-Free Payment Plan

Instead of paying for the total project cost in year one, Revize would spread out the total first year cost over five years of service.

Payment Amount	Due Date	Payment Includes
\$ 4,150	Year 1	20% of Project Cost + Year 1 Annual Hosting & Maintenance
\$ 4,150	Year 2	20% of Project Cost + Year 2 Annual Hosting & Maintenance
\$ 4,150	Year 3	20% of Project Cost + Year 3 Annual Hosting & Maintenance
\$ 4,150	Year 4	20% of Project Cost + Year 4 Annual Hosting & Maintenance + Free Redesign!
\$ 4,150	Year 5	20% of Project Cost + Year 5 Annual Hosting & Maintenance

**CHARTER TOWNSHIP OF ANN ARBOR  
BOARD OF TRUSTEES  
RESOLUTION TO DESIGNATE TOWNSHIP CLERK AS FOIA COORDINATOR  
DATE:**

Resolution adopted at a regular meeting of the Board of Trustees of the Charter Township of Ann Arbor, Washtenaw County, Michigan, held at the Township Hall, 3792 Pontiac Trail, Ann Arbor, Michigan, on April\_\_\_, 2025, at 7:30 PM.

PRESENT:

ABSENT:

Motion by Trustee:

**RECITALS**

A. The Michigan Freedom of Information Act, MCL 15.231 et seq. (“FOIA”) provides for townships, as public bodies subject to FOIA, to designate an individual as the public body’s FOIA coordinator (MCL 15.236).

B. FOIA provides that a township’s FOIA coordinator shall be responsible for accepting and processing requests for the public body’s public records made pursuant to FOIA and shall also be responsible for approving a denial of a request under Section 5 (MCL 15.235).

C. Based on the foregoing, the Township Board takes the following action:

**RESOLUTION**

NOW THEREFORE IT IS RESOLVED:

Based on the foregoing Recitals, which are incorporated herein by reference, the Township Board officially designates the Township Clerk as the FOIA Coordinator for the Charter Township of Ann Arbor.

**RESOLUTION DECLARED ADOPTED**

AYES:

NAYES:

ABSTAIN:

\_\_\_\_\_  
Diane O’Connell, Supervisor  
Charter Township of Ann Arbor

I certify that the foregoing is a true and complete copy of a resolution adopted by the Ann Arbor Charter Township Board of Trustees, County of Washtenaw, State of Michigan, at a regular meeting held on \_\_\_\_\_ that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: \_\_\_\_\_, 2025

\_\_\_\_\_  
Rena Basch, Clerk  
Charter Township of Ann Arbor

**ANN ARBOR CHARTER TOWNSHIP  
BOARD OF TRUSTEES  
ORDINANCE TO AMEND CHAPTER 30, FIRE DEPARTMENT,  
SECTION 66, “CHARGES IMPOSED”  
NO. 25-\_\_\_\_**

May 19, 2025

The Ann Arbor Charter Township Board of Trustees ordains and adopts the following amendment to Chapter 30, Fire Department, Section 63 “Charge for services or incidents” and Section 66, “Charges imposed,” of the Township Code of Ordinances, [new language underlined, deleted language ~~stricken~~]:

**Section 1. Amendment of Section 30-63.**

CHAPTER 30, Section 30-63, is amended to read as follows:

Sec. 30-63. - Charge for services or incidents.

Any recipient of Fire Department services or any person involved in the incidents listed in subsections (1) through (6) of this section shall pay charges for such services in accordance with section 30-66.

(1) Medical first response, technical rescue, extrication, or other Fire Department services provided for any accident or fire involving or related to any motor vehicle, trailer, aircraft, boat, snowmobile, watercraft or other vehicle owned or operated by a nonresident of the Township.

(2) Fire Department response to any fire which could be set with a permit but for which a permit has not been obtained.

(3) Fire Department response to any fire which could be set with a permit but which becomes uncontrolled regardless whether a permit was obtained.

(4) Medical first response, technical rescue, extrication or other Fire Department services provided to any nonresident of the Township within the public areas of the Township such as golf courses, rivers, parks, roads or highways. Occupants of long term care facilities in the Township are not considered non-residents.

(5) Fire Department response to an illegal fire such as burning tires or processed lumber or other fires contrary to this chapter or other laws or ordinances, with charges payable by the person or persons causing or responsible for such illegal fire.

(6) Fire Department response to an activity, event or incident in violation of applicable laws, ordinances or regulations, such as illegal use of fireworks, malicious destruction of property or other illegal activity, event or incident, with the charges payable by the person or persons causing or responsible for such illegal activity, event or incident.

(7) Costs incurred by Fire Department response to an activity, event, or incident that, in the determination of the Fire Department, requires a specialized, technical, or hazardous materials response, with the actual costs payable by the property owner of the property upon which the

activity, event, or incident occurs, or if on public ROW, then payable by the person or persons responsible for such activity, event or incident.

**Section 2. Amendment of Section 30-66.**

CHAPTER 30, Section 30-66, is amended to read as follows:

Sec. 30-66. - Charges imposed.

(a) Any recipient of the services described in section 30-63 shall be responsible for payment of all costs or expenses as established by resolution, incurred by the Township in providing such services. Costs established by resolution may include ~~including~~ but are not limited to:

- (1) Costs or expenses incurred by the Township Fire Department and other public officials or body, including all actual out-of-pocket expenses attributable to the services, costs of equipment, operations and personnel, costs of materials used and other incidental costs incurred by the Township as a result of the services;
- (2) Other expenses incurred by the Township or its agents in providing the services, including equipment, labor, consultants, legal and engineering fees, the replacement costs of extinguishing agents, and supplies; and
- (3) Costs incurred in accounting for the services rendered, including billing and collecting costs and attorneys fees, including the costs of dispatch services.

(b) Specific charges for ~~certain~~ of these services shall be as established by resolution.

**Section 3. Effective Date.**

This Ordinance shall take effect upon publication as provided by law.

**Section 4. Repealer.**

All ordinances inconsistent with the provisions of this ordinance are repealed but only to the extent to give this ordinance full force and effect.

**DRAFT MAY 19, 2025**

**Section 5. Savings Clause.**

This ordinance does not nullify, impact or modify the enforcement or collection of any charges due under Sections 30-63 and 30-66 as of the effective date of this ordinance, or the enforcement or collection of any charges that could have been imposed or collected prior to the effective date of this ordinance.

Motion By:

Second By:

YEAS:

NAYS:

Abstain:

Absent:

**ORDINANCE DECLARED ADOPTED.**

ANN ARBOR CHARTER TOWNSHIP BOARD  
OF TRUSTEES

By: \_\_\_\_\_  
Diane O'Connell, Supervisor

By: \_\_\_\_\_  
Rena Basch, Clerk

First Reading: May 19, 2025

Second Reading: \_\_\_\_\_, 2025

Adopted by Board: \_\_\_\_\_, 2025

Published and Effective: \_\_\_\_\_, 2025 (upon publication)

V. I. Blueberry Lane SAD Actual Expenses

Date	Invoice Number	Typr	Amount	Notes
5/15/2024	INV 842489	Bodman Legal	1,120.00	
6/13/2024	INV 845677	Bodman Legal	980.00	
6/24/1919	INV 848485	Bodman Legal	420.00	
5/30/2024	1817838	Detroit Legal News Ad	455.00	
7/4/2024	1821205	Michigan Publications	185.00	
8/22/2024	INV 851657	Bodman Legal	560.00	
TBD	TBD	Bodman Legal	1,000.00	per O'Connell and Coogan on 3/18/2025
12/18/2024	INV 24-49	WCRC	162,461.88	WCRC Invoice # 24-49 dated 12/18/2024
<b>TOTAL ACTUAL BLUEBERRY SAD COST</b>			<b>\$ 167,181.88</b>	Amount DIFFERENT than estimated cost of \$257,000: \$ 89,818.12 Percentage difference: 34.95%
BLUEBERRY SAD RESOLUTION ESTIMATE			\$ 257,000.00	
PERCENTAGE OF TOTAL COST TO BE PAID BY BLUEBERRY LANE SAD			90%	
AMOUNT TO BE PAID BY BLUEBERRY LANE SAD			\$ 231,300.00	
NUMBER OF PARCELS IN BLUEBERRY LANE SAD ROLL			24	
PRINCIPAL AMOUNT TO BE PAID PER PARCEL			\$ 9,637.50	
<b>90% OF TOTAL ACTUAL BLUEBERRY SAD COST</b>			<b>\$ 150,463.69</b>	Amount less than Total Assessment of \$231,300: \$ 80,836.31 Percentage less: 34.95%
<b>PRINCIPAL AMOUNT DUE PER PARCEL BASED ON ACTUAL BB SAD COST</b>			<b>\$ 6,269.32</b>	Amt less than Parcel Assessment of \$9,637.50: \$ 3,368.18 Percentage less: 29.00%
INSTALLMENT PAID IN 2024, BASED ON ESTIMATE IN THE RESOLUTION*			\$ 963.75	
REMAINING PRINCIPAL TO BE PAID PER PARCEL AFTER 2024 WINTER PROERTY TAX PAYMENT			\$ 5,305.57	
REMAINING TERM AFTER 2024 PAYMENT (# YEARS)			9	
ANNUAL PRINCIPAL INSTALLMENT AFTER 2024 PAYMENT			\$ 589.51	

Bodman Legal	1120 INV 842489
Bodman Legal	980 INV 845677
Bodman Legal	420 INV 848485
Detroit Legal News Ad	455 INV 1817838
Michigan Publications	185 INV 1821205
Bodman Legal	560 INV 851657
Bodman Legal	1,000 TBD per Diane & Colleen

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TOTAL LEGAL:	4,080.00
TOTAL SPECIAL BOT MTGS	-
TOTAL NEWS ADS	640.00

Cost Categories	Final cost	Percentage
LEGAL	4,080.00	
NEWS ADS	640.00	
SPECIAL BOT MTGS	-	
<b>TOTAL NON-ROAD COST</b>	<b>\$4,720.00</b>	<b>2.82%</b>
WCRC	162,461.88	97.18%
<b>TOTAL B.B. SAD PROJECT COST</b>	<b>\$167,181.88</b>	

**BOARD OF TRUSTEES  
ANN ARBOR CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION DIRECTING AMENDMENT TO BLUEBERRY LANE  
PUBLIC ROADWAY SPECIAL ASSESSMENT DISTRICT ROLL  
UNDER MICHIGAN ACT 188 OF THE PUBLIC ACTS OF 1954, AS AMENDED  
MAY 19, 2025**

Resolution adopted at a regular meeting of the Board of Trustees (the “Township Board”) of the Charter Township of Ann Arbor (the “Township”), Washtenaw County, Michigan, held at the Township Hall, 3792 Pontiac Trail, Ann Arbor, Michigan on May 19, 2025 at 7:30 p.m.

PRESENT:

ABSENT:

Resolution offered by \_\_\_\_\_ ; supported by \_\_\_\_\_

**RECITALS**

A. Petitions (the “Petitions”) were submitted to the Ann Arbor Charter Township Board of Trustees requesting establishment of a Blueberry Lane Public Roadway Special Assessment District to serve certain properties in the Blueberry Lane, Englave Drive and Danbury Lane neighborhood of the Township (“Proposed District”), pursuant to Public Act 188 of 1954, as amended, MCL 41.721 *et seq.*, (“Act 188”) and

B. The Washtenaw County Road Commission (“WCRC”) and the Township Board caused to be prepared and considered plans (“Plans”) describing (i) the proposed Blueberry Lane, Englave Drive and Danbury Lane public roadway improvements (the “Improvements”) to serve the Proposed District; (ii) the location of the Proposed District; and (iii) the estimated cost of the Improvements (on a fixed or periodic basis as appropriate) (“Estimate of Costs”), and the Township Board ordered the Plans to be filed with the Township Clerk.

C. Pursuant to Act 188, and in accordance with lawful procedure required thereunder, the Township confirmed the Blueberry Lane Special Assessment District, and the Blueberry Lane Special Assessment District Roll (“the Roll”) on July 15, 2024, assessing each Parcel in the District each in the total amount \$9,637.50, plus interest charged at 1.5% per annum.

D. Pursuant to Act 188, if the total amount collected on assessments prove larger than necessary by more than 5% of the original roll, then the surplus shall be prorated among the properties assessed in accordance with the amount assessed against each and applied toward the payment of the next township tax levied against such properties, respectively, or if there be no such tax then it shall be refunded to the persons who are the respective record owners of the properties on the date of the passage of the resolution ordering such refund.

E. The Improvements have been completed, and the actual costs of the Improvements, including all administrative and legal costs, are less than the Estimated Costs upon which the Roll was confirmed, which will amount to a surplus of more than 5% when the total amount is collected in accordance with the confirmed Roll.

F. The Township Board has determined that amendment of the Roll to reflect the actual costs of the Improvements as well as the collection of the first annual installment is in the best interests of the health, safety and welfare of the Township.

### **RESOLUTION**

NOW, THEREFORE, IT IS RESOLVED BY the Ann Arbor Charter Township Board of Trustees that:

1. The Township Supervisor is directed to file the Actual Costs of the Improvements with the Township Clerk.

2. The Township Board directs the Township Supervisor and Township Assessor to amend the Roll to reflect ninety percent (90%) of the actual cost of the Improvements, plus 1.5% interest per annum, and to include all of the parcels of land within the District assessed for the cost of the Improvements, including the names of the owners of each parcel, the total amount to be assessed against each parcel to be the relative portion of the whole sum levied against all parcels of land in the District as the benefit to such parcels bears to the total benefit to all parcels of land in the District. In other words, the benefit received by each parcel as a result of the Improvements shall be compared to the total benefit of the Improvements to the District as a whole. Such assessment shall also reflect collection of any prior installments respectively paid per parcel.

3. When the amended Roll has been completed, the Supervisor shall certify that the amended Roll was made pursuant to this Resolution adopted May 19, 2025 and that the amended Roll conforms to the directions contained in this Resolution and the requirements of Act 188 and other applicable laws and statutes to the Supervisor's best judgment.

4. Upon completion of the amended Roll by the Supervisor and reporting of the amended Roll to the Township Board, the amended Roll shall be filed with the Township Clerk, and a public hearing on the amended Roll is hereby set on June 16, 2025, at 7:30 p.m. at the Township Hall to meet, review and hear any objections to the amended Roll.

5. The Township Clerk shall cause notice of the Public Hearing to hear objections to the amended Roll to be published twice in a newspaper of general circulation in the Township, prior to the date of the Public Hearing with the first publication being not less than 10 days prior to the Public Hearing and shall further cause notice of such hearing to be mailed by first-class mail to all owners of or persons interested in property within the Dhu Varren Road Special Assessment



**ANN ARBOR CHARTER TOWNSHIP  
BOARD OF TRUSTEES  
ORDINANCE TO AMEND CHAPTER 70, UTILITIES,  
SECTION 73, “INSTALLATION OF NEW CONNECTIONS”  
NO. 25-\_\_\_\_**

April 21, 2025

The Ann Arbor Charter Township Board of Trustees ordains and adopts the following amendment to Chapter 70, Utilities, Section 73, “Installation of new connections,” of the Township Code of Ordinances, [new language underlined, deleted language ~~stricken~~]:

**Section 1. Amendment of Section 70-73.**

**CHAPTER 70, Section 70-73**, is amended to read as follows:

**Sec. 70-73-Installation of new connections.**

The new connection shall be installed by the department upon payment of the required connection fee. Any new dwelling, building, or property which is used for human occupancy, employment, recreation, or other purposes, which is (i) being reviewed, approved, or requesting permits for development, construction, or erection in the Township, or (ii) which is currently erected or in use and otherwise being expanded, improved, remodeled, altered, added to, demolished, and/or renovated in a manner which results in a recommendation by the County health department to connect to the Township’s public water system in lieu of issuing a permit for connection to a water supply well, and located in an area in which the Township public water service is available, is required, at owner’s expense, to install and maintain suitable water facilities and connect to the Township water system in accordance with the Land Development Standards. Such installation and connection shall be completed prior to the owner obtaining certificates of occupancy for such dwelling, building or property, or otherwise within 90 days after date of official notice to do so by the Township. On-site water supply shall be prohibited in areas in which such public water service is available. All principal buildings that are located in areas in which public water service is not available shall be connected to water supply wells approved by the county health department. As used herein, public water shall be determined to be “available” if the water system is located in a right-of-way, easement, highway, street, or public way which crosses, adjoins, or abuts upon the property and passing not more than 200 feet at the nearest point from a property line in which public water originates.

**Section 2. Effective Date.**

This Ordinance shall take effect upon publication as provided by law.

**DRAFT APRIL 21, 2025**

**Section 3. Repealer.**

All ordinances inconsistent with the provisions of this ordinance are repealed but only to the extent to give this ordinance full force and effect.

Motion By:

Second By:

YEAS:

NAYS:

Abstain:

Absent:

**ORDINANCE DECLARED ADOPTED.**

ANN ARBOR CHARTER TOWNSHIP BOARD  
OF TRUSTEES

By: \_\_\_\_\_  
Diane O'Connell, Supervisor

By: \_\_\_\_\_  
Rena Basch, Clerk

First Reading: April 21, 2025

Second Reading: \_\_\_\_\_, 2025

Adopted by Board: \_\_\_\_\_, 2025

Published and Effective: \_\_\_\_\_, 2025 (upon publication)



Diane O'Connell, Supervisor  
Rena Basch, Clerk  
Carlene Colvin-Garcia, Treasurer

John Allison, Trustee  
Eric Kaldjian, Trustee  
Della DiPietro, Trustee  
Peter Kotila, Trustee

## MEMORANDUM

TO: Ann Arbor Charter Township Board of Trustees

FROM: Eric Humesky, P.E. *ESH*  
Township Engineer

DATE: April 17, 2025

SUBJECT: Utilities Ordinance Update – Water Service Connection  
Chapter 70, Utilities, Section 73, “Installation of new connections”

The existing Utilities Ordinance language currently does not have any requirements for when a dwelling or building must be connected to the Township’s public water system. The intent of the proposed new ordinance language is to be consistent with the current Township sanitary sewer service connection ordinance requirements, the typical requirements of the surrounding communities, and to meet the County health department goals of ensuring dwellings/buildings are connected to public water when available.

The proposed language specifies that the public water supply is “available” to a property when the water system is within 200 feet of any of the property lines. Therefore, connection to the Township water system would be required for:

- Any new construction located on property within 200 feet of a water main
- Any new work on an existing dwelling/building, resulting in a recommendation by the County health department to connect the public water system, located on property within 200 feet of a water main.

# May 2025 | Consultant Report

Ann Burke

## Completed Work

- Worked with with Carlene Colvin-Garcia write May newsletter content
- Worked with personnel committee to develop communication for May 31 garlic mustard removal event
- Met with township staff, climate committee, and Chris Nordstrom to discuss SEMCOG planning grant on May 7
- Check-in meeting with Diane O’Connell on May 14
- **Success:** Communication support for the Township’s Earth Day event brought in approximately 250 residents to claim trees. Doug Reith at the Washtenaw County Conservation District shared: “Thanks too for sharing your resources, they are fantastic. This serves as a good model for other townships/communities, so I will save these to show as an example down the road.”
  - This successful event resulted from a coordinated effort by Jennifer Morris, Diane O’Connell, Carlene Colvin-Garcia, Kristine Bolhuis, and Climate Resilience committee members. We established a clear and specific timeline for communication distribution and communicated regularly to ensure we were meeting deadlines. The event was also planned well in advance (planning began approximately seven weeks ahead of the event), which allowed ample time to distribute postcards, flyers, emails, and website content.
  - This event is an example of how communications can be done well with strategic planning and strong collaboration between team members.

## In Progress

- Drafting SEMCOG planning grant
- Communications for May 31 garlic mustard removal event

## Next steps

- Submit SEMCOG grant application by May 23
- Discuss next steps for communication strategy with personnel committee (plan for summer)
  - Goal: Establish a consistent communication schedule and strategy

**Note:** What follows below was also included in the April 2025 consultant report with some revisions and updates. I encourage the Township to take advantage of the summer months to establish an actionable communication approach that embodies structure, transparency, a regular schedule, and accountability, as we discussed at the January board meeting. While these recommendations have been previously shared, they have yet to be fully implemented, though the tree giveaway event outlined above is a good example of how a communication can be implemented successfully.

Given recent developments in the Township, (e.g. updates related to infrastructure, property acquisition, and regulatory matters) there is a growing opportunity to enhance communication efforts. Additionally, feedback from residents in the community communication survey reflected a strong interest in greater

transparency and timely updates. It is understood that in some cases, there may be legal or procedural limitations on what can be shared publicly. Still, there are approaches that can be integrated into communication strategies to acknowledge ongoing issues or processes and keep residents informed without compromising these limitations and obligations. Ultimately, strengthening the Township's communication strategy to be more clear, consistent, and responsive can help build public trust, support informed engagement, and ensure alignment with community expectations.

## Suggestions for the short-term: summer projects

As we look ahead to the summer, I recommend we take a coordinated approach to communications. The efforts outlined below can support and reinforce one another. Additionally, I will have more capacity to focus on this work over the summer, making it a good window to support planning and implementation:

- **Communication Strategy:** We've discussed the importance of establishing a comprehensive communication strategy. Once staffing is more settled for the short term, this can be a key priority in the summer. Building on the momentum from the community communication survey, a well-planned and timely communication strategy will help align messaging, enhance transparency, improve outreach, and establish a consistent framework for engagement with residents. Without thoughtful planning and sufficient lead time, efforts risk falling short of expectations and missing critical opportunities to build trust and foster meaningful connections with the community.
- **Website Improvements:** Regardless of whether the township transitions to a new hosting provider, there are immediate opportunities to improve the current township website's architecture, navigation, and usability. Website updates should be aligned with the broader communication strategy, ensuring the site becomes a more effective tool for reaching and informing residents.
- **Committee Support:** In working with the Climate Resilience Committee, I've been glad to support communications and assist with grant writing efforts. I'm also happy to support other committees in similar ways as needed. For example, the Climate Resilience Committee's Education and Outreach Subcommittee may find it helpful to use existing township communications—such as the newsletter, website, and emails—to share updates and engage the community. This kind of coordinated effort would strengthen the township's overall outreach and enhance public engagement across the board.

## Additional (long-term/ongoing) goals for communication:

- Support township efforts via communication strategies
  - Identify key methods and mediums through which to distribute information
  - Determine who will be responsible for distributing this information and when
  - Establish a shared communication calendar
  - Support website revisions for enhanced usability
- Continue to identify and apply for relevant grants

# **ANN ARBOR CHARTER TOWNSHIP**

## **FIRE DEPARTMENT**

### **APRIL 2025 - TOWNSHIP BOARD REPORT**





## Fire Department Activity Report for April 2025

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### **INCIDENTS:**

❖ Structure Fire	2	(1 Ann Arbor City, 1 Scio Twp.)
❖ Grass/Brush Fire	4	
❖ Fire Alarm	7	
❖ Haz-Mat/Gas Leak/CO	2	
❖ Hazardous Conditions	1	
❖ EMS	43	
❖ MVC	25	
❖ Search & Rescue	2	
❖ Extrication/Tech Rescue	1	
❖ Canceled before Arriving	12	
❖ Good Intent	12	
❖ Burning Compliant	1	
❖ Assist Police/Other	1	

The department responded to a total of 113 incidents during the period.

During the month of April, the Ann Arbor Township Fire Department provided mutual aid seventeen (17) times, and received mutual aid assistance seven (7) times.

### **Mutual Aid Provided:**

❖ Building Fire	2
❖ MVA's	2
❖ EMS	2
❖ Fire Alarm	1
❖ Dispatched & Canceled En Route	5
❖ Brush Fire	2
❖ Search for Missing Person	2
❖ Haz-Mat	1

### **Mutual Aid Received:**

❖ Motor Vehicle Accident	3
❖ Cancelled	3
❖ Smoke in Building	1

### **PAID-ON-CALL (POC) STAFF ACTIVITY:**

The department responded to 113 incidents during the month of April, and of those 113 incidents, paid-on-call staff responded to 85 incidents. This represents one or more paid-on-call firefighters responding to 75% of our dispatched incidents.

## **RECRUITMENT / RETENTION:**

The department continues to process four applicants for the position of paid-on-call firefighter / EMT.

## **TRAINING / EVENTS:**

On April 1, Chief Nicholai attended the Washtenaw Area Mutual Aid Association's – Fire Chiefs Meeting.

On April 1, fire personnel attended weekly training. This department training was an American Heart Association's - Pediatric Emergency Assessment, Recognition and Stabilization (PEARS) course. Members who attended were instructed on the following pediatric EMS principles and practices:

- ❖ Systematic pediatric assessment
- ❖ Recognition and stabilization of respiratory emergencies
- ❖ Recognition and stabilization of shock emergencies
- ❖ Recognition and stabilization of cardiopulmonary arrest
- ❖ Resuscitation team concept

All those who attended training, successfully completed the program.

On April 2, 9, 16, 23, and 30, several Ann Arbor Township fire personnel attended the Washtenaw Area Mutual Aid Association's - Fire Officer I certification training program.

On April 3, 5, 6, 7, 10, 12, 14, 17, 19, 20, 21, 24, 26, 27, and 28, fire department trainees attended the Ann Arbor Township Fire Department's Fire Academy - Class #8 The following topics were presented:

- ❖ Ground Ladders Operations
- ❖ Fire Behavior
- ❖ Search and Rescue
- ❖ Practical Skills Evaluations
- ❖ Ventilation Operations
- ❖ Roof Operations
- ❖ Rotary and Chain Saw Operations
- ❖ Truck Company Operations
- ❖ Water Supply Operations



On April 8, fire personnel attended weekly training. Continuing education training was conducted on the care and use of the department's thermal imaging cameras.

On April 22, firefighter / EMT's attended weekly training. Members were instructed on airway management techniques, which included advanced airway devices. This training was an approved State of Michigan EMS Continuing Education training program.



On April 29, fire department members attended weekly training. Training was conducted



Respectfully Submitted,

***Mark A. Nicholai***

Fire Chief



# WASHTENAW COUNTY OFFICE OF THE SHERIFF

EST. 1823

ALYSHIA M. DYER, SHERIFF

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May 15th, 2025

To: Diane O'Connell, Ann Arbor Township Supervisor  
From: Alan Hunt, Lieutenant  
Through: Gary Lowe, Police Services Commander  
Re: April 2025 Police Services Monthly Report

**Monthly Numbers:**

Call for Service: 335  
Traffic Stops: 4  
OWI/QUID: 0  
Traffic Crashes: 15  
Animal Complaints: 2  
Citations: 2

**Significant Incidents:**

25-27873      3300 block of N Dixboro Rd      Death

On April 30<sup>th</sup>, 2025, Deputies were dispatched to the 3000 block of N. Dixboro Road for a suicide. The caller located the deceased hanging from a tree. Foul play is not expected but the Detective Bureau is investigating.

**In/Out of Area Time:**

Into Area Time: 166  
Out of Area Time: 739



Alyshia M. Dyer  
Sheriff

## ANN ARBOR TOWNSHIP MONTHLY POLICE SERVICES DATA

### April 2025

Incidents	Month 2025	Month 2024	% Change	YTD 2025	YTD 2024	% Change
Traffic Stops	4	31	-87%	64	177	-64%
Citations	2	10	-80%	23	30	-23%
Drunk Driving (OWI)	0	0	-	4	0	+
Drugged Driving (OUID)	0	0	-	0	0	-
Calls for Service Total	335	251	33%	1165	1331	-12%
Calls for Service <i>(Traffic stops and non-response medicals removed)</i>	275	175	57%	887	988	-10%
Robberies	0	0	-	0	0	-
Assaultive Crimes	0	0	-	4	1	300%
Home Invasions	0	0	-	1	3	-67%
Breaking and Entering's	0	0	-	0	1	-
Larcenies	0	3	-	3	9	-67%
Vehicle Thefts	1	1	0%	1	1	0%
Traffic Crashes	15	31	-52%	52	66	-21%
Medical Assists	5	2	150%	10	22	-55%
Animal Complaints <i>(ACO Response)</i>	2	5	-60%	12	21	-43%
<b>In/Out of Area Time</b>	<b>Month</b>	<b>YTD</b>	+ = Positive Change - = Negative Change			
	<i>(minutes)</i>	<i>(minutes)</i>				
Into Area Time - A2	166	292				
Out of Area Time - Collab	739	3772				
Investigative Ops (DB)	675	675				
Secondary Road Patrol	0	145				
County Wide	70	110				
<b>Banked Hours</b>	<b>Hours</b>	<b>Previous</b>	<b>Hours</b>	<b>Balance</b>		
	<b>Accum.</b>	<b>Balance</b>	<b>Used</b>			
April - Collab	360	304.51	304.25	360.26		



# Out of Area Time

For: 04/01/2025 thru 04/30/2025



Patrol Area	Reporting Area	Username	Location	Activity Category	Incident Number	Comments	Start Time	Duration / In Minutes	Start Date
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIA	ONANDAGA ST	BACKUP DISPATCHED CALLS	250021755	BU YPSI DEP ON SPANISH TRANSLATION APPROVED BY SGT ARTS	12:01:00	70	4/4/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSINGERA	WINGATE BLVD	DISPATCHED CALLS	250021798	LEW Supervisor approval Sgt. Bynum	14:20:00	0	4/4/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	ANN ARBOR CITY	WOURBANS	WASHTENAW AVE	DISPATCHED CALLS	250022029	K9 TRACKING-SGT BYNUM APPROVED	14:45:00	75	4/5/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHUNO	E CLARK RD/N FORD BLVD	BACKUP DISPATCHED CALLS	250023201	ASSIST YPT UNITS WITH FATAL ACCIDENT / APPROVED BY SGT. PENNINGTON	00:40:00	110	4/11/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLOWHORNB	INTERNATIONAL DR	BACKUP DISPATCHED CALLS	250023560	BU YPT ON DV FA - ALL OTHER YPT DEPS GOING OFF DUTY. OK SGT HOUK	19:30:00	30	4/12/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLOWHORNB	GOLFSDIE RD/WASHTENAW AVE	BACKUP DISPATCHED CALLS	250023622	BU YPT AND ASSIST WITH K9 TRACK APPRV BY SGT WILLIAMS	22:40:00	50	4/12/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSHRESL	CONCORD DR	DISPATCHED CALLS	250024860	HANDLE CALL DUE TO ALL OF YPSI TWP DEPS TIES UP. APPROVED PER SGT WILLIAMS	03:45:00	25	4/18/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	SALEM TOWNSHIP	WDSINGERA	YORKSHIRE CT	BACKUP DISPATCHED CALLS	250025023	Cancelled as backup for assist ambulance/supervisor Sgt. Arts	17:25:00	5	4/18/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	SCIO TOWNSHIP	WDURBANS	BAKER RD	BACKUP DISPATCHED CALLS	250025496	K9 TRACK REQUEST- SGT GEBAUER APPROVED	18:50:00	70	4/20/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSMMST	LEFORGE RD/RAILROAD ST	TRAFFIC STOP	250026024	RFS DROVE LEFT OF CENTER / INTO ONCOMING TRAFFIC / UNAVOIDABLE / SGT WILLIAMS	23:00:00	10	4/22/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDCOUCKED	N HURON RIVER DR/SUPERIOR RD	BACKUP DISPATCHED CALLS	250026813	PER SGT ARTS, ASSIST WITH GETTING COMBATIVE PATIENT TO HVA	10:35:00	15	4/25/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSHRESL	E MICHIGAN AVE/BURBANK AVE	BACK-UP TRAFFIC STOP	250026841	BU ON TRAFFIC STOP APPROVED PER SGT. WILLIAMS FOR K9 SNIFF	05:00:00	30	4/26/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	SALEM TOWNSHIP	WDLOWHORNB	CURTIS RD/NORTH TERRITORIAL RD	BACKUP DISPATCHED CALLS	250027236	OK W SGT HILOBUK - ASSIST TRP WITH CHECKING AREA FOR POSS CHILD WALKING IN ROADWAY.	21:00:00	15	4/27/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	SALEM TOWNSHIP	WDSHRESL	CURTIS RD/NORTH TERRITORIAL RD	BACKUP DISPATCHED CALLS	250027236	ASSIST TROOPERS FOR A POSSIBLE 11YO WALKING ON THE SIDE OF THE ROAD. APPROVED PER SGT. WILLIAMS	21:05:00	15	4/27/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSIRIANNJ	HOLMES RD/N PASADENA ST	BACKUP DISPATCHED CALLS	250027773	ASSIST YPT UNITS WITH CRASH CAR VS. ELECTRICAL POLE / DOWN WIRE / CLOSE ROAD 4 DIRECTIONS / APPROVED BY SGT. PENNINGTON	22:55:00	150	4/29/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIA	HOLMES RD/N PASADENA ST	BACKUP DISPATCHED CALLS	250027773	BU YPSI DEPS WITH SPANISH TRANSLATION ON POSSIBLE UOAA THAT CRASHED APPROVED BY SGT PENNINGTON	23:00:00	60	4/28/2025
							Sum:	739	



# Into Area Time Ann Arbor TWP

For: 04/01/2025 thru 04/30/2025



Patrol Area	Reporting Area	Username	Location	Activity Category	Incident Number	Comments	Start Time	Duration in Minutes	Start Date
YPSILANTI TWP	ANN ARBOR TWP	WDGERWIGB	E HURON RIVER DR/HOGBACK RD	DISPATCHED CALLS	250023388	was leaving the washtenaw county jail // heard the crash come out // was around the corner // made the scene to check on injuries and secure the scene // ok per sgt hook	18:40:00	65	4/11/2025
SCIO TWP	ANN ARBOR TWP	WDSMITHJ	WHITMORE LAKE RD/DHU VARREN RD	DISPATCHED CALLS	250023807	assist ann arbor unit sgt williams approved. car vs pedestrian	06:18:00	32	4/14/2025
YPSILANTI TWP	ANN ARBOR TWP	WDCLARKA	HOGBACK RD	BACKUP DISPATCHED CALLS	250026755	BU Protestors Sgt. Pennington Approval	20:35:00	10	4/25/2025
SALEM TWP	ANN ARBOR TWP	WDMCGRADYP	dixboro and plymouth	BACKUP DISPATCHED CALLS		assist coucke w death investigation (held over from Superior OT shift) Sgt Hook approved	12:01:00	59	4/30/2025
							Sum:	166	

BUILDING REPORT

April 2025

Permit Record Type Totals	Records	Revenue	Records	Revenue
Building	19	59,544	74	126,114
Electrical	17	5,406	64	17,208
Mechanical	19	3,367	80	14,589
Plumbing	11	2,175	34	6,759
ZONING-LAND USE				
Fence Permit	-	-	-	-
Sign Permit	-	-	1	80
Special Event	2	375	2	625
<b>Total</b>	<b>68</b>	<b>70,867</b>	<b>255</b>	<b>165,375</b>

Building	Records	Revenue	Records	Revenue
Ann Arbor Township	17	42,795	67	106,992
Barton Hills	2	16,749	7	19,122

Electrical	Records	Revenue	Records	Revenue
Ann Arbor Township	15	5,128	58	16,339
Barton Hills	2	278	6	869

Mechanical	Records	Revenue	Records	Revenue
Ann Arbor Township	17	2,911	70	12,791
Barton Hills	2	456	10	1,798

Plumbing	Records	Revenue	Records	Revenue
Ann Arbor Township	10	1,969	29	5,793
Barton Hills	1	206	5	966

ZONING-LAND USE

Ann Arbor Township	-	-	-	-
Barton Hills	-	-	-	-

Fence Permit

Ann Arbor Township	-	-	-	-
Barton Hills	-	-	-	-

Sign Permit

Ann Arbor Township	-	-	1	80
Barton Hills	-	-	-	-

Special Event

Ann Arbor Township	1	-	1	250
Barton Hills	1	375	1	375

<b>Total</b>	<b>68</b>	<b>70,867</b>	<b>255</b>	<b>165,375</b>
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