

AGENDA  
HAYES TOWNSHIP BOARD OF TRUSTEES  
BUDGET

6:00p.m. June 12, 2023  
Hayes Township Hall  
9195 Major Douglas Sloan Road  
Charlevoix, Michigan 49720

Join Zoom Meeting

<https://us02web.zoom.us/j/88001640434?pwd=QkdkY3AzN1dmKzZpajZQNEkwMkZ5dz09>

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

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

**ADJOURN MEETING**

## Township of Hayes Profit & Loss Budget Overview

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

## Township of Hayes Profit & Loss Budget Overview

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

## Township of Hayes Profit & Loss Budget Overview

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

## Township of Hayes Profit & Loss Budget Overview

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

## Township of Hayes Profit & Loss Budget Overview

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

### Township of Hayes Profit & Loss Budget Overview

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

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

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