

***Township's Budget***  
**April 1<sup>st</sup>, 2024 to March 31<sup>st</sup>, 2025**



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**ANNUAL BUDGET**  
**CHARTER TOWNSHIP OF SCIO**

**For the Fiscal Year Beginning**  
**April 1, 2024**

**TOWNSHIP BOARD**

Will Hathaway, Supervisor

Donna Palmer, Treasurer

Jessica Flintoft, Clerk

Mark Brazeau, Trustee

Jillian Kerry, Trustee

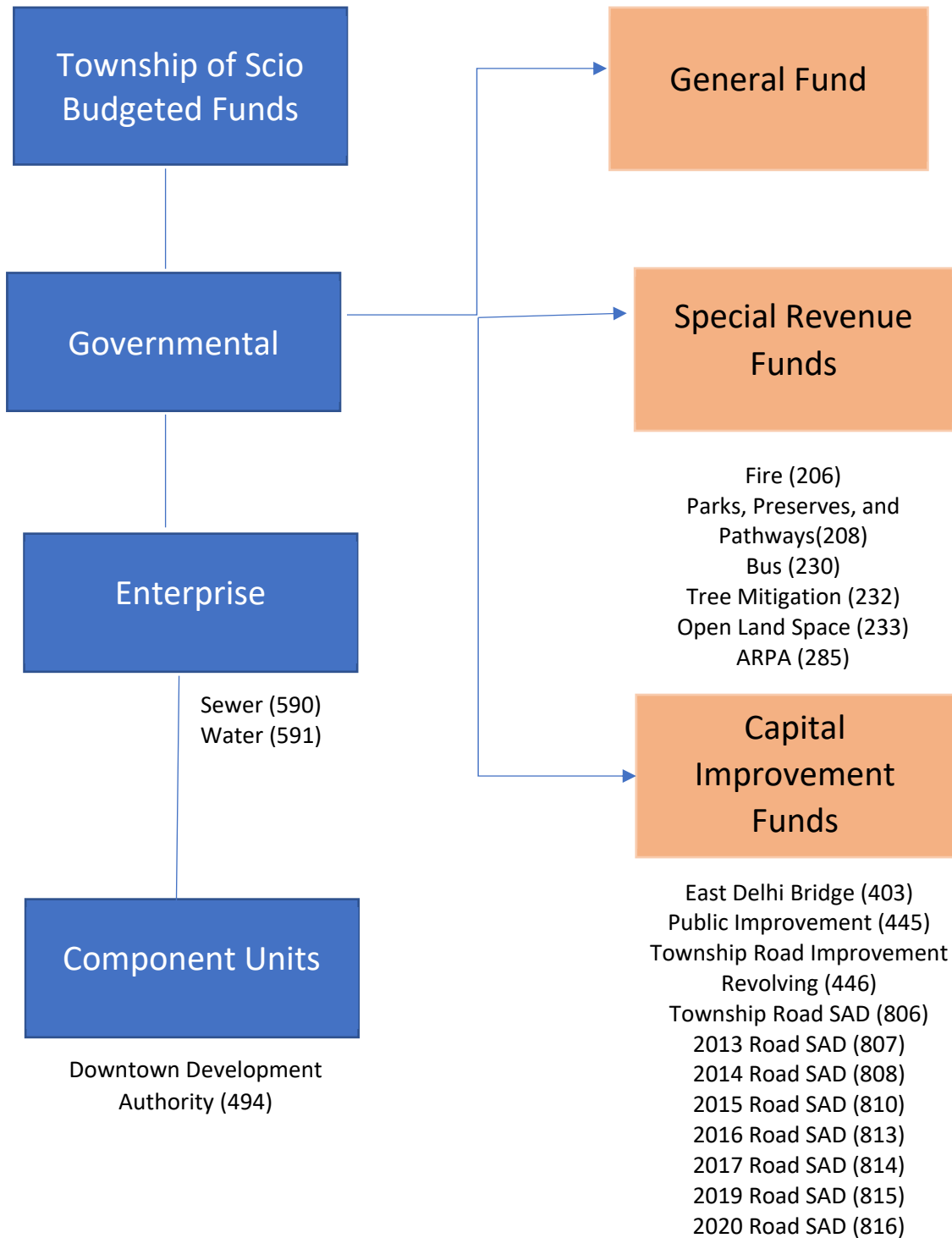
Kathy Knol, Trustee

John Reiser, Trustee

**TOWNSHIP MANAGER**

Joyce Parker

# Budget Fund Structure



*Will Hathaway, Supervisor  
Jessica Flintoft, Clerk  
Donna E. Palmer, Treasurer*

# *Township of Scio*

*Trustees: Mark Brazeau  
Jillian Kerry  
Kathleen Knol  
John Reiser*

March 19, 2024

To: Scio Township Board of Trustees

From: Joyce A. Parker, Township Manager

Subject: 2024/2025 and 2025/2026 Proposed Budgets

Enclosed are the proposed budgets for 2024/2025 and for 2025/2026 fiscal years. The budget under consideration for discussion and adoption is for 2024/2025 fiscal year. The budget, as proposed, is balanced with the use of fund balance, and consists of total revenue in the amount of \$23,239,461 and total expenditures in the amount of \$26,246,294. Revenue and expenditures for the general operating fund consist of revenue in the amount of \$5,953,925 and expenditures in the amount of \$6,408,560. I should note that most funds have expenditures exceeding revenue due to proposed capital improvements. Stated below are highlights included in the budget and relevant information regarding the process.

## **Budget Assumptions and Process**

The township is fortunate to have the expertise of Plante Moran as interim finance director throughout the budgeting process. Plante Moran provided guidelines to departments at the beginning of the process that facilitated clarity with the preparation of department budgets. Assumptions provided to departments and included in the budget are stated below.

- Revenue and expenses were increased across each budget year by 2.5%
- Property tax revenue was increased by 5%
- Health insurance was increased by 6.6%
- OPEB is calculated at 3.5% of salary
- Pension, where applicable, is calculated at 8% of salary

The budgeting process started in December 2023, with a budget kickoff meeting with departments. Budget instructions were provided with a deadline for budget submissions. Each department was also given an opportunity to meet individually with Plante Moran for additional assistance developing their budget proposal. After budget proposals were submitted, a meeting was scheduled with each department with the budget review team to discuss their budget in detail. Once this review was held, the township manager and interim finance director met to finalize the proposed budget, which is being submitted for your review and approval.

**Capital Improvements:**

As stated earlier in this communication, there were several requests in the budget related to capital improvements. A six-year capital improvement plan is included in the budget. Stated below are capital improvements included in the 2024/25 budget year.

- Liberty Road Water Main Start/Calibration
- Water Tower Improvements
- Security Cameras at Booster Stations
- Water Reliability Study Update
- Compressor
- Water Meter Replacement
- Utility Department Vehicles
- GIS Updates (Engineering Study)
- Televising and cleaning sewer lines
- Pump Station Gate and security cameras.
- Generator purchase for township hall and engineering for pump stations
- Township Hall HVAC
- Zeeb Road Phase 5 and Other Park Improvements

**New Positions Proposed for 2024/2025**

Included in the 2024/25 proposed budget are new positions as stated below.

- One Part-time administrative executive assistant for Township Manager
- Three entry level fire fighter positions in the Fire Fund scheduled for the last six months of the fiscal year.
- One utility technician position in the water and sewer fund for the utility department
- One finance director position is scheduled for the last six months of the fiscal year, with the departure of Plante Moran as interim finance directors.

Recommendations regarding creating new positions were limited due to funding availability in the general operating fund and in the fire fund. Every effort was made to limit using fund balance to balance budgets in both funds.

**Water and Sewer Fund:**

Rates in the water and sewer funds were not adjusted or recommended in the budget as proposed. An analysis of rates is underway and will be presented for board consideration prior to the adoption of the budget.

**Acknowledgements:**

I want to take this opportunity to acknowledge the excellent support received from Plante Moran from Ali Norris, Brian Camiller, and Melanie Crowther. Their support was invaluable in terms of the development of the budget. I also want to thank our internal budget team, which included Jessica Flintoft, Will Hathaway and Ali Norris. Lastly, I want to thank all departments and their staff for their work in developing their budgets and attending meetings that supported the completion of this effort.

Please feel free to contact me if you should have any questions or need additional information as you review this document. We are looking forward to meeting with you to discuss the proposed budget in more detail.

Sincerely,

A handwritten signature in blue ink, appearing to read "Joyce A. Parker". The signature is fluid and cursive, with a large initial "J" and "P".

Joyce Parker  
Scio Township Manager

# Description of Major Revenue Categories

## TAXES

Taxes represent Property Taxes that are levied upon real and personal property of the Township. Taxes are based on the taxable value of all taxable property as of January 1 of the calendar year multiplied by the applicable millage rate. In Michigan, property tax revenue growth is restricted by Proposal A and the Headlee Amendment.

Proposal A of 1994 places a cap on a property's taxable value when there has been no change in ownership, to the rate of inflation or 5%, whichever is less. In addition to the cap on the increase to a property's taxable value, the Headlee Amendment of the State Constitution can also reduce the amount of operating millages allowed by Township Law. This amendment limits the growth in property tax revenue from existing property to the rate of inflation. It accomplishes this by reducing millage rates proportionally by the amount that market changes exceed the State's inflation rate multiplier.

## SPECIAL ASSESSMENTS

Special Assessments are assessed against the property owner for public improvements made that benefits the property owner. These numbers are based on the actual assessments to be levied in the next fiscal year. The Township's current special assessment districts are Parkland Plaza, Rose Drive, The Glade, Jackson Industrial, Brook and Ridge, Joanne Court, Parkridge/Laurentide, Honey Creek, Liberty Hills, Scio Meadow, Baker Heights, Sandy Creek, Lamplighter, Cottontail Paving, Daleview, Merlin, Westview, and Wagner.

## STATE-SHARED REVENUE

This category accounts for revenues received from other units of government. The major portion of this source is State-Shared sales taxes. These revenues are forecasted on the basis of data supplied from the State of Michigan for State-Shared sales tax and historical trends for other revenues.

## CHARGES FOR SERVICES

The major sources of revenue in this category are related to planning and zoning permits, appeals, and reviews. These revenues are projected on the basis of history and any adjustment to the fee structure.

## USER FEES

The revenues for the Water and Sewer systems are based on expected water and sewer sales as adjusted for new customers being added through construction and changes in rates.

## FRANCHISE FEES

Franchise fees represent agreements with local cable TV carriers to provide revenue to the township.

## CONTRIBUTIONS

This represents contributions that the Township receives from our public partners for pathway projects.



## GRANTS

These are based on grants that have been awarded in the coming fiscal year for Pathway projects.

## INTEREST INCOME

Interest income is derived by the placing of excess funds in approved investments until needed. The interest earnings are forecasted on the basis of expected investable funds multiplied by an average of expected investment rates based on the economic outlook.

## OTHER INCOME

This category represents all other income not classified elsewhere.

# Description of Expenditure Categories

## PERSONNEL COSTS

This category includes both salaries, wages and fringe benefit costs:

**Salaries**-These expenditures represent all budgeted salary costs for permanent and temporary staff.

**Payroll Fringes** This category represents all personnel-related insurances, such as life insurance and health care. It also includes pension and social security costs.

## MATERIALS AND SUPPLIES

This category includes consumable items costing less than \$5,000 with an estimated life of less than two years. Items include office supplies, chemicals, parts, postage, etc.

## OTHER CHARGES AND SERVICES

These expenditures represent a wide array of charges and contracts with outside agencies. Examples of this type of expenditure include fees incurred for consultants, payments for audit services, and contracted services for various items. Also, this category contains expenditures for miscellaneous items such as payments for printing, utility bills, dues, licenses, education, transfers, etc.

## CAPITAL OUTLAY

This category includes all purchases in excess of \$5,000 of a capital nature. Vehicles and heavy equipment are excellent examples of normal expenditures in this category.

## DEBT SERVICE

This category includes payment of principal and interest related to debt service.

# Fund Descriptions

## Governmental Funds

Governmental funds include all activities that provide general governmental services that are not business-type activities. This includes the General Fund, special revenue funds, debt service funds, capital project funds, and permanent funds. The Township reports the following funds as major governmental funds:

### General Fund

The **General Fund** is the primary operating fund because it accounts for all financial resources used to provide government services other than those specifically assigned to another fund.

### Special Revenue Funds

The **Fire Department Fund** is used to account for monies collected and expended for fire protection services. This fund has a special tax millage which is the primary source of revenue.

The **Parks & Pathways Fund** is used to accounts for monies collected and expended for parks and paths in the Township. This fund has a voted special assessment which is the primary source of revenue.

The **Bus Service Fund** is used to account for a special tax millage to provide bus service to the Township.

The **Tree Mitigation Fund** is used to account for developer contributions related to tree replacement when development removes trees as part of a construction project.

The **Open Space Land Preservation Fund** accounts for monies collected to be used for permanent preservation of farmland, open space, wildlife, etc.

The **Public Improvement Fund** is used to account for Jackson Road corridor grounds maintenance.

The **Public Safety and Improvement Fund** is used to account for Fire Station capital improvements.

The **Township Road Improvement Special Assessment Funds** are used to account for the monies collected and expended for road improvements. This fund includes the Township Special Assessment District Fund, Township Road Improvement Revolving Fund, Newman Boulevard Special Assessment District Fund, the 2014 Road Special Assessment District Fund, Park Road Special Assessment District Fund, the 2015 Road Special Assessment District Road Fund, the 2016 Road Special Assessment Fund, the 2017 Road Special Assessment Fund, the 2019 Road Special Assessment Fund and the 2020 Road Special Assessment Fund.

## Proprietary Funds

Proprietary funds include enterprise funds (which provide goods or services to users in exchange for charges or fees).

The **Sewer Fund** accounts for activities of the sewage collection system and is funded by user charges.

The **Water Fund** accounts for activities of the water distribution and is funded by user charges.

### Component Units

The **Downtown Development Authority (DDA)** was created to correct and prevent deterioration in the downtown district, encourage historical preservation, and promote economic growth within the downtown district. The DDA is used to account for the captured tax levy in the downtown development district. The DDA expends funds for the betterment of the downtown corridor as well as debt service.

**SCIO TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN  
RESOLUTION # 2024-08**

**GENERAL APPROPRIATIONS ACT APPROVING FY24-25 BUDGET**

**March 19, 2024**

At a Regular Meeting of the Township Board of Scio Township, Washtenaw County, Michigan, held on the 19th day of March 2024 at 7:00 pm.

Members Present: Brazeau, Flintoft, Hathaway, Kerry, Knol, Palmer, Reiser  
Members Absent: None.

The following preamble and resolution were offered by Trustee Reiser and supported by Treasurer Palmer.

WHEREAS, For purposes of compliance with Section 16 of the Uniform Budgeting and Accounting Act, as amended, being Act 2 of 1968, MCL § 141.421 *et seq.*, the Board of Trustees of the Township desires to pass a general appropriations act reflecting formal budget approval for the 2024-2025 fiscal year to establish a general appropriations act for the Township, to define the powers and duties of the Township officers in relation to the administration of the budget, and to provide remedies for refusal or neglect to comply with the requirements of this Resolution.

NOW, THEREFORE BE IT RESOLVED,

The Township Board finds, approves, and determines all the following:

1. Title. This resolution shall be known as the Scio Township 2024-2025 General Appropriations Act.
2. Chief Administrative Officer. The Township Manager shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer under this Act.
3. Fiscal Officer. The Township Clerk shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this Act.

4. Estimated Revenues. Estimated township general fund and other fund revenues for the fiscal year are as follows:

FUND NUMBER	FUND NAME	AMOUNT
101	General Fund	\$5,953,925
206	Fire	\$2,456,759
208	Parks & Pathways	\$1,572,748
230	Bus	\$570,701
232	Tree Mitigation	\$4,613
233	Open Space Land	\$760,442
285	ARPA	\$520,000
403	East Delhi Bridge	\$4,999
445	Public Improvement Fund	\$30,443
446	TWP Road Imp Revolving	\$1,025
494	DDA	\$2,825,961
590	Sewer	\$4,358,775
591	Water	\$3,983,255
808	2014 Road SAD	\$1,070
810	2015 Road SAD	\$10,610
813	2016 Road SAD	\$50,446
814	2017 Road SAD	\$14,392
815	2019 Road SAD	\$64,224
816	2020 Road SAD	\$55,072
		\$23,239,460

5. Millage Levy. The Township Board shall cause to be levied and collected the property tax on all real and personal property within the Township upon the current tax roll an allocated general operating millage of 0.9104 mills, plus voter authorized millage of 0.6398 for Parks & Pathways, a voter authorized millage of 0.3468 for transportation and a voter authorized millage of 0.4725 for land preservation for a total levy equal to a voter authorized millage of 2.3695 as set forth by the Tax Allocation Board (or as authorized under state law and approved by the electorate and subject to any state required rollbacks or adjustments). Estimated tax revenue in the proposed budget for the authorized millages of 2.3695 mills is \$3,565,344.

6. Estimated Operating Expenditures. Estimated Township General Fund expenditures for the fiscal year 4/1/2024 through 3/31/2025 for the various township activities are as follows:

ACTIVITY NUMBER	ACTIVITY NAME	AMOUNT
000		\$36,900
101	General Government	\$495,862
171	Supervisor	\$66,687
172	Administrator	\$322,098
191	Accounting	\$210,629
215	Clerk	\$239,786
228	Technology	\$301,576
253	Treasurer	\$301,240
257	Assessor	\$371,598
262	Elections	\$189,754
265	Buildings & Grounds	\$596,115
266	Attorney	\$140,000
270	Human Resources	\$97,070
301	Sheriff	\$1,572,337
315	Traffic Enforcement	\$10,000
445	Drains	\$9,531
446	Roads	\$660,000
528	Recycling	\$47,150
569	Watershed Council	\$20,500
701	Planning	\$453,278
702	Zoning	\$173,938
703	Code Enforcement	\$47,647
803	Historic District	\$14,863
901	Capital Outlay	\$30,000
		<b>\$6,408,559</b>

The expenditure budgets for all other funds are as follows:

FUND NUMBER	FUND NAME	AMOUNT
101	General Fund	\$6,408,560
206	Fire	\$2,556,983
208	Parks & Pathways	\$1,657,059
230	Bus	\$522,261
232	Tree Mitigation	\$41,272
233	Open Space Land	\$2,644,158
285	ARPA	\$520,000
403	East Delhi Bridge	\$9,075
431	Fire Station Capital	\$58,690
445	Public Improvement Fund	\$62,268
494	DDA	\$1,769,889
590	Sewer	\$5,161,303
591	Water	\$4,785,336
813	2016 Road SAD	\$29,940
815	2019 Road SAD	\$19,500
		\$26,246,294



7. Total Full-time Equivalent (FTE) Employees. The number of authorized positions as presented in the *Authorized positions as of March 19, 2024* is adopted by reference. Additional FTEs will require Board approval.
8. Adoption of Budget by Reference. The general fund budget of the Township as presented and amended at the meeting of March 19, 2024, is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 7 of this Act. The budget for all other Township funds as presented and amended on March 19 is also adopted by reference.
9. Adoption of Budget by Department. The Board of Trustees of Scio Township adopts the fiscal year 4/1/2024 through 3/31/2025 general fund budget by Department. As referenced in the State of Michigan Uniform Chart of Accounts this is defined as functions/activities. Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not exceed, the total appropriations authorized for each department, and may make transfers among the various line items contained in the department appropriation. However, no transfers of appropriations for line items related to personnel or capital outlays may be made without prior board approval by budget amendment. For all other funds, the Board of Trustees adopts the expenditure budget by fund in total.
10. Appropriation not a Mandate to Spend. Appropriations will be deemed maximum authorizations to incur expenditures. The Fiscal Officer shall exercise supervision and control to ensure that expenditures are within appropriations and shall not issue any order for expenditures that exceed appropriations.
11. Periodic Financial Reports. The Fiscal Officer shall transmit to the Township Board a report of financial operations, including, but not limited to:
  - a. A summary statement of the actual financial condition of the general fund at the end of the previous month.
  - b. A summary statement showing the receipts and expenditures for the previous quarter and for the current fiscal year to the end of the previous month.
  - c. A detailed list of expected revenues by major source as estimated in the budget; actual receipts to date for the current fiscal year compared with actual receipts for the same period in the prior fiscal year; the balance of estimated revenues to be collected in the then current fiscal year; and any revisions in revenue estimates resulting from collection experience to date.
  - d. A detailed list of, for each department, the amount appropriated; the amount charged to each appropriation in the previous month for the current fiscal year and as compared with the same period in the prior fiscal year; the unencumbered balance of appropriations; and any revisions in the estimate of expenditures.
12. Limit on Obligations and Payments. No obligation shall be incurred against, and no payment shall be made in any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

13. Budget Monitoring. Whenever it appears to the Chief Administrative Officer or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the Township Board recommendations to prevent expenditures from exceeding available revenues or budgeted appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, utilizing reserves or a combination of the same.
  
14. Violations of this Act. Any obligation incurred or payment authorized in violation of this Resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in The Uniform Budgeting and Accounting Act.

**ROLL CALL VOTE:**

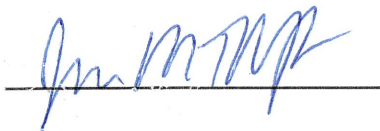
**AYES:** Brazeau, Flintoft, Hathaway, Kerry, Knol, Palmer, Reiser

**NAYS:** None

**ABSENT:** None

**ABSTAIN:** None

**RESOLUTION DECLARED ADOPTED.**



Jessica M. Flintoft, Clerk  
Scio Township

DATED: March 19, 2024

**CERTIFICATE**

I, Jessica M. Flintoft, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Scio Township, County of Washtenaw, State of Michigan, at a Regular Meeting held on March 19, 2024, and 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.



Jessica M. Flintoft, Clerk  
Scio Township

DATED: March 20, 2024

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 000							
101-000-402.000	REAL PROPERTY TAXES	1,222,437	1,318,500	1,310,667	1,357,860	1,357,860	1,357,860
101-000-404.000	RETURNED CAPTURED TAXES						
101-000-410.000	PERSONAL PROPERTY TAX REVENUE	58,920	61,000	54,616	63,000	63,000	63,000
101-000-416.000	PY TAX ADJUSTMENTS						
101-000-432.000	PILT - PAYMENT IN LIEU OF TAXES	364	650	600	205	205	205
101-000-439.000	MEDICAL MARIJUANA	43					10,000
101-000-445.000	INTEREST & PENALTIES ON TAXES	25,576	16,000	31,174	16,400	16,400	16,400
101-000-447.000	ADMIN FEE ON TAXES	625,827	646,600	261,213	662,765	662,765	662,765
101-000-477.000	CABLEVISION FEES	278,303	290,000	272,077	297,250	297,250	297,250
101-000-528.000	OTHER FEDERAL GRANTS						
101-000-569.000	STATE GRANTS - OTHER		12,000	11,294			
101-000-573.000	STATE PPT REIMBURSEMENT	14,545	15,000	16,983	15,375	15,375	15,375
101-000-574.000	STATE SHARED REVENUE	1,991,339	2,100,000	1,959,645	2,152,500	2,152,500	2,152,500
101-000-581.000	LOCAL GRANT	5,900					
101-000-607.005	MOBILE HOME PARK FEES	5,428	5,450	5,469	5,586	5,586	5,586
101-000-607.009	I.F.T. FEES						
101-000-607.014	SCHOOL SUMMER TAX COLLECT FEE	33,933	34,000	29,365	34,850	34,850	34,850
101-000-607.015	DATA PROCESSING FEES						
101-000-642.000	OFFICE SALES	234	200	69	205	205	205
101-000-644.000	MISCELLANEOUS REVENUE	1,980	4,000	815	4,100	4,100	4,100
101-000-647.000	NEWSLETTER ADVERTISING						
101-000-665.000	INTEREST EARNINGS	102,150	154,000	180,085	130,000	130,000	130,000
101-000-667.000	RENT INCOME	5,385	35,000	32,250	35,875	35,875	35,875
101-000-669.000	INVESTMENT GAINS AND LOSSES		17,000	38,752	17,425	17,425	17,425
101-000-675.000	DONATIONS FROM PRIVATE SOURCES						
101-000-687.000	REFUNDS & REBATES	20,028	45,000	447	9,500	9,500	9,500
101-000-691.000	OTHER FINANCING SOURCES						
101-000-693.000	SALE OF ASSETS		58,000	56,804			
101-000-699.000	ACTIVITY TRANSFER - IN				9,404	9,404	9,404
Totals for dept 000 -		4,392,392	4,812,400	4,262,325	4,812,300	4,812,300	4,822,300
TOTAL ESTIMATED REVENUES							
		4,392,392	4,812,400	4,262,325	4,812,300	4,812,300	4,822,300
APPROPRIATIONS							
Dept 000							
101-000-719.100	POST EMPLOYMENT HEALTH INSURANCE			37,366	36,900	36,900	36,900
101-000-963.000	EXPENSE ACCOUNT						
Totals for dept 000 -				37,366	36,900	36,900	36,900
TOTAL APPROPRIATIONS							
				37,366	36,900	36,900	36,900
NET OF REVENUES/APPROPRIATIONS - FUND 101							
		4,392,392	4,812,400	4,224,959	4,775,400	4,775,400	4,785,400

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
APPROPRIATIONS							
Dept 101 - GENERAL GOVERNMENT							
101-101-415.000	CHARGE BACK TAXES	4,165	5,000	1,475	5,125	5,125	5,125
101-101-702.000	OFFICERS SALARIES						
101-101-703.000	TRUSTEES SALARIES	29,984	30,000	29,391	40,000	40,000	40,000
101-101-706.000	FULL TIME EMPLOYEES SALARIES	64,500	109,126	70,309	71,051	71,051	71,051
101-101-707.000	PART TIME EMPLOYEES SALARIES	4,434	5,000	4,345	18,200	18,200	18,200
101-101-708.000	PAY CONTINGENCY						
101-101-715.000	F.I.C.A.	7,530	8,348	7,861	9,888	9,888	9,888
101-101-717.000	INSURANCE	18,222	30,000	20,119	21,000	21,000	21,000
101-101-718.000	WORKERS' COMP INSURANCE	(1,899)	500	90	60	60	60
101-101-719.000	HEALTH INSURANCE	21,384	35,622	22,863	24,637	24,637	24,637
101-101-719.100	POST EMPLOYMENT HEALTH INSURANCE	29,622	9,000	33,305	2,487	2,487	2,487
101-101-720.000	LIFE INSURANCE	242	384	263	240	240	240
101-101-721.000	UNEMPLOYMENT INSURANCE						
101-101-722.000	PENSION	7,686	23,000	22,616	23,600	23,600	23,600
101-101-723.000	EMPLOYEE REIMBURSED HEALTH	2,231	2,290	693	1,000	1,000	1,000
101-101-724.000	LONG TERM DISABILITY	625	1,027	731	750	750	750
101-101-724.100	SHORT TERM DISABILITY	449	699	491	500	500	500
101-101-726.200	COVID 19 COST						
101-101-726.300	OFFICE SUPPLIES	13,607	12,000	16,998	12,300	12,300	12,300
101-101-728.000	POSTAGE	10,590	12,500	16,762	12,813	12,813	12,813
101-101-730.000	DATA PROCESSING						
101-101-807.000	AUDIT FEES						
101-101-817.000	CONSULTANT FEES		10,000		10,250	10,250	10,250
101-101-821.000	ENGINEERING FEES	9,064	15,000	4,576	15,375	15,375	15,375
101-101-822.000	CODIFICATION	1,000	7,500	4,761	7,688	7,688	3,000
101-101-823.000	CONTRACTED SERVICES	112,178	78,400	57,450	71,360	71,360	71,360
101-101-823.001	CONTRACTED SERVICES - EDAC						
101-101-826.000	LEGAL FEES						
101-101-901.000	ADVERTISING	3,754	4,500	4,607	4,613	4,613	4,613
101-101-902.000	PUBLICATIONS	80	500	80	513	513	513
101-101-904.000	PRINTING	1,683	4,500	2,809	4,613	4,613	4,613
101-101-906.000	NEWSLETTER	24,492	28,800	43,370	37,600	37,600	37,600
101-101-920.000	TELEPHONE		500		513	513	513
101-101-934.000	EQUIPMENT REPAIR & MAINTENANCE	12,520	16,000	22,214	16,400	16,400	16,400
101-101-956.000	MISCELLANEOUS	802	2,000	2,047	2,050	2,050	2,050
101-101-958.000	MEMBERSHIP & DUES	6,850	13,000	17,537	13,325	13,325	13,325
101-101-959.000	PUBLIC CONTRIBUTIONS	7,000	22,000	22,000	22,550	22,550	22,550
101-101-960.000	EDUCATION & CONFERENCES	8,092	9,000	200	100	100	100
101-101-963.000	EXPENSE ACCOUNT	88	500	655	513	513	513
101-101-995.000	ACTIVITY TRANSFER - OUT	1,803,147	131,131	26,412	199,302		49,440
Totals for dept 101 - GENERAL GOVERNMENT		2,204,122	627,827	457,030	650,416	451,114	495,866
TOTAL APPROPRIATIONS		2,204,122	627,827	457,030	650,416	451,114	495,866
NET OF REVENUES/APPROPRIATIONS - FUND 101		(2,204,122)	(627,827)	(457,030)	(650,416)	(451,114)	(495,866)

# Supervisor

## Department Description and Purpose

Statutory duties of the supervisor include, but are not limited to, serving as the agent for the township for legal business MCL 41.2(4), serve as chief assessor (unless the supervisor is not a certified assessor) MCL 211.33, make appointments to the Planning Commission MCL 125.3815(1), and to the Compensation Commission MCL 41.95(4)(a), moderate all regular and special meetings of the Township Board MCL 41.97, call special meetings MCL 41.72a, and prepare special assessment rolls MCL 41.725(1)(d).

## Budget Highlights

Supervisor's salary is \$44,308 per year effective 4/1/24. The supervisor's salary, like that of other elected officials, is determined by the Compensation Commission. In 2021, the Compensation Commission based its determination on the opinion that the position of the supervisor is "part-time." The salary in this current budget was determined by the Compensation Commission in 2023 and represents a ten percent increase from the 2021 level.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$0	\$0
<i>Total Expenditures</i>	\$49,268	\$66,687
<i>Change in Fund Balance</i>	(\$49,268)	(\$66,687)
<i>Total Positions</i>	1 FT	1 FT

## 2024/25 Goals and Performance Measures

- Help to renew the Transit/Bus Millage to continue AAATA bus service in Scio Township
- Secure State funding for capital improvement projects (e.g., fire, utilities, and pedestrian safety)
- Support a replacement for the now expired Township-wide road Special Assessment District so that the Township can continue to maintain and improve local roads
- Work to increase funding for the Fire Department to better meet existing and future emergency service needs
- Explore options for a dedicated revenue stream to support the Sheriff contract
- Work with the Downtown Development Authority to strengthen and maintain infrastructure in the commercial district (e.g., repaving side roads, landscaping, blight removal, pedestrian safety, and creating other public amenities)
- Encourage the Township's steps to promote a sustainable planet
- Complete the sale of the Township's historic farm on W. Liberty
- Support the work of the Township's staff to better serve Scio residents and visitors

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
APPROPRIATIONS							
Dept 171 - SUPERVISOR							
101-171-702.000	OFFICERS SALARIES	35,792	40,000	39,625	44,308	44,308	44,308
101-171-706.000	FULL TIME EMPLOYEES SALARIES	52,985	1,000	739			
101-171-707.000	PART TIME EMPLOYEES SALARIES		31,440				
101-171-715.000	F.I.C.A.	6,798	5,465	3,036	3,390	3,390	3,390
101-171-718.000	WORKERS' COMP INSURANCE	477	600	34	400	400	400
101-171-719.000	HEALTH INSURANCE						12,500
101-171-719.100	POST EMPLOYMENT HEALTH INSURANCE	43,683	1,100		1,551	1,551	1,551
101-171-720.000	LIFE INSURANCE	756	533	544	533	533	533
101-171-722.000	PENSION	2,833	3,200	3,200	3,545	3,545	3,545
101-171-723.000	EMPLOYEE REIMBURSED HEALTH	970	1,000				
101-171-724.000	LONG TERM DISABILITY	1,091	785	485	436	436	436
101-171-724.100	SHORT TERM DISABILITY	451	291	302	24	24	24
101-171-726.300	OFFICE SUPPLIES		1,000	1,303			
101-171-958.000	MEMBERSHIP & DUES						
Totals for dept 171 - SUPERVISOR		145,836	86,414	49,268	54,187	54,187	66,687
TOTAL APPROPRIATIONS		145,836	86,414	49,268	54,187	54,187	66,687
NET OF REVENUES/APPROPRIATIONS - FUND 101		(145,836)	(86,414)	(49,268)	(54,187)	(54,187)	(66,687)

# Administrator Budget

## Department Description and Purpose

The administrator budget consists of the township manager position and cost associated with overseeing the day-to-day operation of the township.

## Budget Highlights

- Township Manager salary, benefits and operational expenses

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$0	\$0
<i>Total Expenditures</i>	\$206,104	\$322,098
<i>Change in Fund Balance</i>	(\$206,104)	(\$322,098)
<i>Total Positions</i>	1 FT	1 FT; 1 PT

## 2024/25 Goals and Performance Measures

In December 2023, the Board of Trustees, Boards and Commissions, and staff met to discuss priorities for the township and developed a blueprint for 2024 and beyond. Subject to priorities being adopted by the Board of Trustees, the Township Manager, Department Heads and other staff will work in concert with the implementation of the plan.



BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
APPROPRIATIONS							
Dept 172 - ADMINISTRATOR							
101-172-706.000	FULL TIME EMPLOYEES SALARIES	108,674	97,500	96,807	246,570	246,570	207,570
101-172-707.000	PART TIME EMPLOYEES SALARIES						39,000
101-172-715.000	F.I.C.A.	8,314	7,459	7,295	18,736	18,736	18,736
101-172-718.000	WORKERS' COMP INSURANCE	118	2,000	1,406	1,500	1,500	1,500
101-172-719.000	HEALTH INSURANCE	823	18,750	9,946	16,078	16,078	16,078
101-172-719.100	POST EMPLOYMENT HEALTH INSURANCE		3,413		8,572	8,572	8,572
101-172-720.000	LIFE INSURANCE	27	413	364	605	605	605
101-172-722.000	PENSION	1,809	7,800	7,735	7,349	7,349	7,349
101-172-723.000	EMPLOYEE REIMBURSED HEALTH		2,500	199	500	500	500
101-172-724.000	LONG TERM DISABILITY	152	878	409	981	981	981
101-172-724.100	SHORT TERM DISABILITY	87	585	142	566	566	566
101-172-726.300	OFFICE SUPPLIES	1,327	2,498	1,553	3,410	3,410	3,410
101-172-823.000	CONTRACTED SERVICES	61,380	85,000	79,062	10,000	10,000	10,000
101-172-920.000	TELEPHONE	578	600	929	615	615	615
101-172-934.000	EQUIPMENT REPAIR & MAINTENANCE	52	100	201	103	103	103
101-172-958.000	MEMBERSHIP & DUES		1,000		1,500	1,500	1,500
101-172-960.000	EDUCATION & CONFERENCES		1,000		4,500	4,500	4,500
101-172-963.000	EXPENSE ACCOUNT		500	56	513	513	513
Totals for dept 172 - ADMINISTRATOR		183,341	231,996	206,104	322,098	322,098	322,098
TOTAL APPROPRIATIONS		183,341	231,996	206,104	322,098	322,098	322,098
NET OF REVENUES/APPROPRIATIONS - FUND 101		(183,341)	(231,996)	(206,104)	(322,098)	(322,098)	(322,098)

# Accounting Department

## Department Description and Purpose

The Accounting/Finance Department provides necessary support to the Clerk to book all revenues, expenditures, assets, liabilities, and fund balances for all Township Funds. (MCL41.65) This includes the detailed accounting for all Township Funds, including the administration of Utility Billing, Miscellaneous Receivables, Accounts Payable, and Payroll. The Finance Department provides necessary support to the Chief Administrative Officer (Township Manager) to prepare the annual Township budget and capital improvement plan. (MCL141.422b) The Finance Department provides support to the Township Treasurer as requested, and support to the Township Board of Trustees in coordinating with the Township Auditor for annual audit of financial statements.

## Budget Highlights

The Accounting/Finance Department is funded by General Fund, in part through cost recovery from other funds that indirectly incur costs, per the Cost Allocation Plan. The Finance Department has made measurable improvements over the past 4 years and has much more work to do so that processes are efficient, and procedures up to date with current standards.

Currently, the Accounting/Finance Department consists of 1.0 FTE Finance Director (currently vacant with Interim Finance Director services provided by Plante Moran). This budget anticipates recruiting for and onboarding a Finance Director mid-year. We propose to continue the 1.0 FTE Finance Manager, and 1.0 Finance Assistant, with continued cross training and outside training through budgeted training institutes and professional memberships.

Since summer 2023, the Finance Assistant spends 50% time to Utility Billing (recovered from Water and Sewer Funds), spending average ½ day processing Utility Bills. The 50% time to 101-191 Accounting is dedicated to cross training on Accounts Payable and Payroll so that the Township has contingency options to ensure the timeliness of these critical tasks. Further, this relieves the Finance Manager so that they may carry out more complex planning and reporting finance functions. Also budgeted is \$15,000 for potential contract with 3<sup>rd</sup> party payroll service which is an option being actively explored and would come back before the Board for consideration.

Also budgeted is the projected expenditure for the annual audit of financial statements, a single audit of federal funds, and required actuarial study.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$9,300	\$0
<i>Total Expenditures</i>	\$229,030	\$210,628
<i>Change in Fund Balance</i>	(\$219,730)	(\$210,628)
<i>Total Positions</i>	2 FT	3 FT

## 2024/25 Goals and Performance Measures

In FYE25, Scio Township will continue to expand and develop its Finance Department.

- Ensure essential services of Accounts Payable and Payroll are fully supported so that multiple staff are trained to carry out these services.
- Develop and propose Grants Policy and Capital Assets Policy for Board of Trustees consideration.
- Enact at least 75% of the corrective actions set forth in the Corrective Action Plan submitted in response to the FYE23 Audit Report.

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 191 - ACCOUNTING/FINANCE							
101-191-687.000	REFUNDS & REBATES		10,000	9,300	26,166	26,166	
Totals for dept 191 - ACCOUNTING/FINANCE			10,000	9,300	26,166	26,166	
TOTAL ESTIMATED REVENUES			10,000	9,300	26,166	26,166	
APPROPRIATIONS							
Dept 191 - ACCOUNTING/FINANCE							
101-191-706.000	FULL TIME EMPLOYEES SALARIES	88,315	156,795	127,546	244,002	244,002	244,002
101-191-707.000	PART TIME EMPLOYEES SALARIES						
101-191-715.000	F.I.C.A.	6,765	20,410	9,603	21,917	21,917	21,917
101-191-718.000	WORKERS' COMP INSURANCE	164	325	106	125	125	125
101-191-719.000	HEALTH INSURANCE	32,335	74,575	45,326	65,884	65,884	65,884
101-191-719.100	POST EMPLOYMENT HEALTH INSURANCE	22,964	9,338		10,028	10,028	10,028
101-191-720.000	LIFE INSURANCE	112	670	427	806	806	806
101-191-722.000	PENSION	7,845	18,689	17,877	25,989	25,989	25,989
101-191-723.000	EMPLOYEE REIMBURSED HEALTH	2,287	5,000	3,704	2,750	2,750	2,750
101-191-724.000	LONG TERM DISABILITY	847	2,140	974	1,000	1,000	1,000
101-191-724.100	SHORT TERM DISABILITY	559	1,395	716	750	750	750
101-191-726.300	OFFICE SUPPLIES	211	3,799	1,961	3,894	3,894	3,894
101-191-807.000	AUDIT FEES	102,615	146,700	116,700	63,000	63,000	63,000
101-191-823.000	CONTRACTED SERVICES	71,559	222,402	253,652	84,600	84,600	84,600
101-191-958.000	MEMBERSHIP & DUES	310	1,000	610	390	390	390
101-191-960.000	EDUCATION & CONFERENCES		2,000	950	2,400	2,400	2,400
101-191-963.000	EXPENSE ACCOUNT	23	1,000	1,093	1,025	1,025	1,025
101-191-969.000	COST ALLOCATION	(219,148)	(350,167)	(352,215)	(317,932)	(317,932)	(317,932)
Totals for dept 191 - ACCOUNTING/FINANCE		117,763	316,071	229,030	210,628	210,628	210,628
TOTAL APPROPRIATIONS		117,763	316,071	229,030	210,628	210,628	210,628
NET OF REVENUES/APPROPRIATIONS - FUND 101		(117,763)	(306,071)	(219,730)	(184,462)	(184,462)	(210,628)

## Department Description and Purpose

The Clerk is elected to carry out financial accounting, keep records, and administer elections on behalf of the Township. Additionally, the Clerk serves as a member of the Board of Trustees. Unlike most Townships of Scio's size and complexity, Scio Township has been an outlier in amongst peer townships, historically underinvesting in its Clerk's Office. This has been to the detriment of Scio's financial internal controls and recordkeeping, in particular; and we are just beginning to address these longstanding deficits. This Activity 101-215 Clerk accounts for all activity, except for 101-191 Accounting and 101-262 Elections which are accounted separately. The Clerk's activities are funded by the General Fund.

## Budget Highlights

This budget includes proposed expenditures for two FLSA exempt positions, that of the Clerk and the Deputy Clerk. Since June 1, 2019, the Clerk's salary has been \$84,000. It was determined to be \$99,403 effective April 1, 2024, per Compensation Commission.

The Clerk recommends that our current Deputy Clerk Mary Gillis continue her Board appointment as Editor, a part-time position of 10 hours/week proposed as part of this budget in 101-101 General Government Activity.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$0	\$0
<i>Total Expenditures</i>	\$208,979	\$239,786
<i>Change in Fund Balance</i>	(\$208,979)	(\$239,786)
<i>Total Positions</i>	1 FT, 1 PT	1 FT, 1 PT

## 2024/25 Goals and Performance Measures

In FYE25, Scio Township Clerk's Office will be strengthening the financial accounting, record keeping, and elections administration for the Township.

- By May 1<sup>st</sup> the Board will continue appointment of Editor Mary Gillis.
- By October 1<sup>st</sup>, the Clerk may bring a proposed Records Specialist to the Board of Trustees, for consideration.

BUDGET REPORT FOR SCIO TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
APPROPRIATIONS							
Dept 215 - CLERK							
101-215-702.000	OFFICERS SALARIES	86,402	84,000	83,213	99,403	99,403	99,403
101-215-706.000	FULL TIME EMPLOYEES SALARIES				73,000		57,000
101-215-707.000	PART TIME EMPLOYEES SALARIES	28,865	50,000	44,942		62,210	15,553
101-215-715.000	F.I.C.A.	8,881	10,251	9,646	17,014	12,287	12,287
101-215-717.000	INSURANCE	55					
101-215-718.000	WORKERS' COMP INSURANCE	191	200	124	375	150	150
101-215-719.000	HEALTH INSURANCE	21,115	22,637	20,919	60,327	24,131	24,131
101-215-719.100	POST EMPLOYMENT HEALTH INSURANCE	12,655	41,000	39,149	7,784	5,621	5,621
101-215-720.000	LIFE INSURANCE	344	500	445	1,296	807	807
101-215-722.000	PENSION	6,849	6,720	6,720	17,792	7,952	7,952
101-215-723.000	EMPLOYEE REIMBURSED HEALTH	2,276	2,500	184	2,500	2,500	2,500
101-215-724.000	LONG TERM DISABILITY	865	916	916	2,289	916	916
101-215-724.100	SHORT TERM DISABILITY	559	566	566	1,416	566	566
101-215-726.300	OFFICE SUPPLIES	26	2,200	2,065	2,500	2,500	2,500
101-215-823.000	CONTRACTED SERVICES				9,000	9,000	9,000
101-215-958.000	MEMBERSHIP & DUES	270	350	90	500	500	500
101-215-960.000	EDUCATION & CONFERENCES	175	250		800	800	800
101-215-963.000	EXPENSE ACCOUNT				100	100	100
Totals for dept 215 - CLERK		169,528	222,090	208,979	296,096	229,443	239,786
TOTAL APPROPRIATIONS		169,528	222,090	208,979	296,096	229,443	239,786
NET OF REVENUES/APPROPRIATIONS - FUND 101		(169,528)	(222,090)	(208,979)	(296,096)	(229,443)	(239,786)

# Information Technology

## Department Description and Purpose

The Information Technology (IT) department supports the computing needs of Scio Township and the Fire Department. This includes support of the Microsoft products (Office 365, Active Directory) BS&A software, election support, mobile device management, education, and budgeting.

## Budget Highlights

Budget Highlights for the 2024-2025 budget include transitioning our ArcGIS to the cloud version and work with vendors to create and implement modules to take advantage of the capabilities ArcGIS offers for Utilities, Parks, and Assessing.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$0	\$0
<i>Total Expenditures</i>	\$208,185	\$301,577
<i>Change in Fund Balance</i>	(\$208,185)	(\$301,577)
<i>Total Positions</i>	1 FT	1 FT

## 2024/25 Goals and Performance Measures

Goals for the 2024-2025 Fiscal year:

Providing users training and documentation on better using the Microsoft 365 productivity tools we currently have access to like Teams and SharePoint.

Transitioning to ESRI ArcGIS online from the local version and implementing various modules for the departments.

Create comprehensive documentation of the IT systems in place.

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 228 - TECHNOLOGY							
101-228-699.000	ACTIVITY TRANSFER - IN		165,000				
Totals for dept 228 - TECHNOLOGY			165,000				
TOTAL ESTIMATED REVENUES			165,000				
APPROPRIATIONS							
Dept 228 - TECHNOLOGY							
101-228-706.000	FULL TIME EMPLOYEES SALARIES		80,000	66,346	84,080	84,080	84,080
101-228-715.000	F.I.C.A.		5,612	4,999	6,432	6,432	6,432
101-228-717.000	INSURANCE	2,643	40,000				
101-228-718.000	WORKERS' COMP INSURANCE			25			
101-228-719.000	HEALTH INSURANCE		22,925	23,979	25,712	25,712	25,712
101-228-719.100	POST EMPLOYMENT HEALTH INSURANCE		2,568		2,943	2,943	2,943
101-228-720.000	LIFE INSURANCE		275	210	234	234	234
101-228-722.000	PENSION		5,869	5,308	6,726	6,726	6,726
101-228-723.000	EMPLOYEE REIMBURSED HEALTH		2,500	723	500	500	500
101-228-724.000	LONG TERM DISABILITY		660	613	818	818	818
101-228-724.100	SHORT TERM DISABILITY		440	318	545	545	545
101-228-727.000	OFFICE SUPPLIES		3,500	8,289	3,588	3,588	3,588
101-228-730.000	DATA PROCESSING	53,671	100,000	66,151	50,100	50,100	50,100
101-228-823.000	CONTRACTED SERVICES	70,823	241,000	105,915	268,500	268,500	268,500
101-228-920.000	TELEPHONE			620	4,000	4,000	4,000
101-228-934.000	EQUIPMENT REPAIR & MAINTENANCE				17,000	17,000	17,000
101-228-960.000	EDUCATION & CONFERENCES			599	5,600	5,600	5,600
101-228-969.000	COST ALLOCATION	(43,215)	(75,910)	(75,910)	(175,201)	(175,201)	(175,201)
Totals for dept 228 - TECHNOLOGY			83,922	429,439	208,185	301,577	301,577
TOTAL APPROPRIATIONS			83,922	429,439	208,185	301,577	301,577
NET OF REVENUES/APPROPRIATIONS - FUND 101			(83,922)	(264,439)	(208,185)	(301,577)	(301,577)



# Treasurer

## Department Description and Purpose

The Treasurer is responsible for the collection of taxes and other revenue, and investment of all Township funds in accordance with the Township Investment and Depository Policy.

## Budget Highlights

Nothing new to note

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$0	\$0
<i>Total Expenditures</i>	\$200,673	\$301,240
<i>Change in Fund Balance</i>	(\$200,673)	(\$301,240)
<i>Total Positions</i>	2 FT, 1 PT	2 FT, 1 PT

## 2024/25 Goals and Performance Measures

Collection Township Taxes

BUDGET REPORT FOR SCIO TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
APPROPRIATIONS							
Dept 253 - TREASURER							
101-253-702.000	OFFICERS SALARIES	66,859	65,000	64,391	90,000	90,000	90,000
101-253-705.000	PTO BUYBACK				13,000	13,000	13,000
101-253-706.000	FULL TIME EMPLOYEES SALARIES	65,917	110,415	108,558	150,792	110,792	110,792
101-253-707.000	PART TIME EMPLOYEES SALARIES	14,918	31,440	21,894	31,418	33,021	33,021
101-253-715.000	F.I.C.A.	11,314	15,824	14,668	20,824	17,887	17,887
101-253-718.000	WORKERS' COMP INSURANCE	229	450	185	200	200	200
101-253-719.000	HEALTH INSURANCE	28,642	30,166	30,366	40,157	32,157	32,157
101-253-719.100	POST EMPLOYMENT HEALTH INSURANCE	64,575	7,240		9,527	8,183	8,183
101-253-720.000	LIFE INSURANCE	979	1,217	1,206	1,517	1,300	1,300
101-253-722.000	PENSION	15,222	28,000	27,906	32,529	29,329	29,329
101-253-723.000	EMPLOYEE REIMBURSED HEALTH	2,583	6,000	3,181	2,750	2,750	2,750
101-253-724.000	LONG TERM DISABILITY	1,171	1,690	1,670	1,750	1,750	1,750
101-253-724.100	SHORT TERM DISABILITY	789	1,038	1,027	1,200	1,200	1,200
101-253-726.300	OFFICE SUPPLIES	885	1,500		6,000	6,000	6,000
101-253-728.000	POSTAGE				3,200	3,200	3,200
101-253-823.000	CONTRACTED SERVICES						
101-253-904.000	PRINTING				1,200	1,200	1,200
101-253-958.000	MEMBERSHIP & DUES	99	150		500	500	500
101-253-960.000	EDUCATION & CONFERENCES		500		500	500	500
101-253-963.000	EXPENSE ACCOUNT	123	500	160	500	500	500
101-253-969.000	COST ALLOCATION	(147,407)	(74,539)	(74,539)	(77,404)	(52,229)	(52,229)
Totals for dept 253 - TREASURER		126,898	226,591	200,673	330,160	301,240	301,240
TOTAL APPROPRIATIONS		126,898	226,591	200,673	330,160	301,240	301,240
NET OF REVENUES/APPROPRIATIONS - FUND 101		(126,898)	(226,591)	(200,673)	(330,160)	(301,240)	(301,240)

# Assessing Department

## Department Description and Purpose

The Assessing Department is responsible for accurately identifying, determining, and defending, the value of all taxable real and personal property located within Scio Township for the purpose of taxation. The department must collect and maintain accurate ownership records, legal descriptions, land and building information, parcel and related maps, sales and other transfers of property, and Principal Residence statuses. The information collected is compiled each year to an assessment roll to which taxpayers are notified and allowed an opportunity to challenge the information therein.

## Budget Highlights

- An increase in salaries of 5.1% (this based on prior Board of Trustees action of utilizing the CPI figure)
- An increase in the Tools & Supplies line item due to the purchase of new computers for each department employee (3)
- An increase in the budgeted training number. We anticipate training with the ARC/Pro GIS platform, whom for this year, is rolling out a new format in the ARC View/GIS program (computer mapping)
- A slight increase in the Expense Account line item due to a greater analysis of properties/neighborhoods which equals better supportable data

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$0	\$0
<i>Total Expenditures</i>	\$346,769	\$371,599
<i>Change in Fund Balance</i>	(\$346,769)	(\$371,599)
<i>Total Positions</i>	2 FT, 1 PT	2 FT, 1 PT

## 2024/25 Goals and Performance Measures

### Goals of the Assessing Department:

- To prepare for and pass the upcoming Audit by the State Tax Commission that is to take place this summer
- That no factor be applied (a factor is a measure of increasing assessed values when the local Assessing Department fails to equalize the values on the roll to a state-mandated level. Basically, under-assessing the area in comparison to surrounding areas. This factor is meted out by the County Equalization Department.)
- Assist and mentor our junior employee while she works toward obtaining her Level 3/MAAO designation

### Performance of the Assessing Department is measured by:

- Fewer Small Claims and Tax Tribunal appeals being filed which equals supportable & fair assessed values to all property owners
- By not having the factor mentioned above applied to the assessment roll. No factor equals valid, supportable and fair assessments

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
APPROPRIATIONS							
Dept 257 - ASSESSING							
101-257-706.000	FULL TIME EMPLOYEES SALARIES	113,325	139,823	133,597	151,211	151,211	151,211
101-257-707.000	PART TIME EMPLOYEES SALARIES	36,691	56,184	58,352	62,400	62,400	62,400
101-257-715.000	F.I.C.A.	11,699	14,995	14,590	16,617	16,617	16,617
101-257-718.000	WORKERS' COMP INSURANCE	1,461	2,500	(613)	750	750	750
101-257-719.000	HEALTH INSURANCE	2,014	25,000	4,380	5,359	5,359	5,359
101-257-719.100	POST EMPLOYMENT HEALTH INSURANCE	73,670	65,000	54,122	5,292	5,292	5,292
101-257-720.000	LIFE INSURANCE	425	651	399	413	413	413
101-257-722.000	PENSION	26,584	27,338	48,796	51,800	51,800	51,800
101-257-723.000	EMPLOYEE REIMBURSED HEALTH	188	3,000	1,325	750	750	750
101-257-724.000	LONG TERM DISABILITY	932	1,202	1,289	1,464	1,464	1,464
101-257-724.100	SHORT TERM DISABILITY	678	866	730	893	893	893
101-257-725.200	BOARD OF REVIEW	2,275	3,500	2,275	3,600	3,600	3,600
101-257-726.000	TOOLS & SUPPLIES	2,827	2,500	2,936	6,600	6,600	6,600
101-257-728.000	POSTAGE	3,371	3,500	3,599	3,600	3,600	3,600
101-257-730.000	DATA PROCESSING	10,194	13,000	9,809	13,500	13,500	13,500
101-257-817.000	CONSULTANT FEES						
101-257-823.000	CONTRACTED SERVICES	5,200	7,000		7,200	7,200	7,200
101-257-826.000	LEGAL FEES	5,399	20,000	1,575	20,500	20,500	20,500
101-257-901.000	ADVERTISING	170	500	807	500	500	500
101-257-902.000	PUBLICATIONS	707	800	718	850	850	850
101-257-904.000	PRINTING	1,876	2,000	1,966	2,100	2,100	2,100
101-257-920.000	TELEPHONE	737	1,250	447	1,200	1,200	1,200
101-257-934.000	EQUIPMENT REPAIR & MAINTENANCE	103	200	119	300	300	300
101-257-956.000	MISCELLANEOUS	4	1,000	180	1,100	1,100	1,100
101-257-958.000	MEMBERSHIP & DUES	1,112	3,000	1,397	3,100	3,100	3,100
101-257-960.000	EDUCATION & CONFERENCES	659	2,500	2,132	8,000	8,000	8,000
101-257-963.000	EXPENSE ACCOUNT	2,217	1,750	1,842	2,500	2,500	2,500
Totals for dept 257 - ASSESSING		304,518	399,059	346,769	371,599	371,599	371,599
TOTAL APPROPRIATIONS		304,518	399,059	346,769	371,599	371,599	371,599
NET OF REVENUES/APPROPRIATIONS - FUND 101		(304,518)	(399,059)	(346,769)	(371,599)	(371,599)	(371,599)

# Elections

## Department Description and Purpose

Elections is a mandatory activity of the Township. All revenue and most expenditures for the administration of voter rolls, and administration of all elections, is recorded here. Year to year, the expenditures vary greatly depending on the election calendar. Elections are funded by the General Fund, with reimbursements for certain elections costs available periodically from the Secretary of State most often, and in certain instances from a School District. The Clerk submits for all reimbursement opportunities, and any such revenue is budgeted here.

## Budget Highlights

This budget includes the proposed costs for the ongoing maintenance of the voter rolls, and the administration of the August 2024 State Primary Election and the November 2024 State General Presidential Election. Not budgeted is potential revenue received from State for reimbursement of certain costs related to the February 2024 Presidential Primary, and this would be brought as a budget amendment when that revenue becomes certain. The recent permanent consolidation from 8 precincts to 5 precincts, and the partnership with the County for Early Voting are major steps to improve service and reduce costs for election administration.

Structurally, the Elections budget proposed for FYE25 differs from prior years in that the costs of a Deputy Clerk are proposed to be no longer split between 101-262 Elections and 101-215 Clerk, but to be wholly within 101-215, which is appropriate and administratively easier. The 'full time' employees salaries expenditures reflect the estimated costs of the Utilities Team in their support around Election Day for setting up and taking down polling places.

Supporting the Clerk and Deputy Clerk are temporary, as needed Clerk's Assistants (authorized by MCL 168.29). These hourly positions currently budgeted at \$20/hour; proposed to increase to \$22/hour to remain competitive and in recognition of the specialized knowledge required for this position. For FYE25 I anticipate hiring 3 Clerk's Assistants.

The Township Elections Commission appoints a number of Election Inspectors and Chairpersons to carry out duties at Precincts and Absent Voter Counting Boards (MCL168.674). The Washtenaw County Election Commission appoints Inspectors to Early Voting Sites. Election Inspectors are temporary, hourly positions currently budgeted at \$20/hour (Chairperson); \$18/hour (Co-Chairperson); and \$16/hour (Election Inspector). I propose eliminating the classification of Co-Chairperson (currently budgeted at \$18/hour) since the job is not significantly distinguished from Chairperson or Election Inspector. I propose increasing the pay of Chairperson from \$20/hour to \$22/hour and increasing the pay of Election Inspector from \$16/hour to \$18/hour.

The Township's election equipment is sufficient, in good repair, and continue to be maintained on regular schedule through a maintenance agreement with our vendor. I don't expect to require new election equipment for at least the next 3-4 years. Postage continues to be a major cost, though state reforms now require the state to pay for several regular communications, including the return of absentee ballots.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$11,112	\$0
<i>Total Expenditures</i>	\$152,664	\$189,754
<i>Change in Fund Balance</i>	(\$141,552)	(\$189,754)
<i>Total Positions</i>	As needed basis	As needed basis

## 2024/25 Goals and Performance Measures

In FYE25, Scio Township will continue to proactively promote the vote to all qualified electors of Scio Township, which continues to boast one of the most engaged electorates within the County and State.

- Meet or exceed all state requirements for administration of voter rolls and administration of elections.

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 262 - ELECTIONS							
101-262-502.000	FEDERAL GRANT REVENUE						
101-262-581.000	LOCAL GRANT						
101-262-687.000	REFUNDS & REBATES		12,000	11,112			
101-262-693.000	SALE OF ASSETS						
Totals for dept 262 - ELECTIONS			12,000	11,112			
TOTAL ESTIMATED REVENUES			12,000	11,112			
APPROPRIATIONS							
Dept 262 - ELECTIONS							
101-262-706.000	FULL TIME EMPLOYEES SALARIES	7,683	11,792	2,407	6,000	6,000	6,000
101-262-707.000	PART TIME EMPLOYEES SALARIES	51,110	77,765	35,263	68,640	68,640	68,640
101-262-715.000	F.I.C.A.	4,375	6,851	2,872	5,710	5,710	5,710
101-262-718.000	WORKERS' COMP INSURANCE	66	197	144	1,200	1,200	1,200
101-262-719.000	HEALTH INSURANCE	642	4,913		700	700	700
101-262-720.000	LIFE INSURANCE	134	393	30	100	100	100
101-262-722.000	PENSION	191	983	70	200	200	200
101-262-724.000	LONG TERM DISABILITY	43			50	50	50
101-262-724.100	SHORT TERM DISABILITY	29	98		30	30	30
101-262-725.000	ELECTION INSPECTORS	43,635	85,493	31,608	44,800	44,800	44,800
101-262-726.000	TOOLS & SUPPLIES	20,632	24,567	26,619	30,000	30,000	30,000
101-262-728.000	POSTAGE	15,143	39,307	35,290	23,520	23,520	23,520
101-262-730.000	DATA PROCESSING						
101-262-823.000	CONTRACTED SERVICES	11,107	25,550	16,364	3,000	3,000	3,000
101-262-903.000	LEGAL NOTICES	785	1,179	1,194	800	800	800
101-262-920.000	TELEPHONE	491	590	298	604	604	604
101-262-934.000	EQUIPMENT REPAIR & MAINTENANCE		983	199	1,000	1,000	1,000
101-262-956.000	MISCELLANEOUS	469		154			
101-262-963.000	EXPENSE ACCOUNT	1,843	983	152	3,400	3,400	3,400
101-262-980.000	EQUIPMENT		1,965				
101-262-990.000	LEASE PAYMENT						
Totals for dept 262 - ELECTIONS		158,378	283,609	152,664	189,754	189,754	189,754
TOTAL APPROPRIATIONS		158,378	283,609	152,664	189,754	189,754	189,754
NET OF REVENUES/APPROPRIATIONS - FUND 101		(158,378)	(271,609)	(141,552)	(189,754)	(189,754)	(189,754)



# Buildings & Grounds

## Department Description and Purpose

Building Maintenance- To maintain Scio Township's buildings and grounds to the highest standards.

## Budget Highlights

HVAC- 500k, Electric Mower-35k or Gas Mower 15k,  
Asphalt Parking lot- 180k, Tile Kitchen and Bathrooms- 28,705

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$0	\$12,300
<i>Total Expenditures</i>	\$119,968	\$596,116
<i>Change in Fund Balance</i>	(\$119,968)	(\$583,816)
<i>Total Positions</i>	1 FTE	1 FTE

## 2024/25 Goals and Performance Measures

To make positive, sustainable changes to buildings and grounds.

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 265 - BUILDINGS & GROUNDS							
101-265-540.000	STATE GRANTS	33,657					
101-265-667.000	RENT INCOME	12,000	12,000		12,300	12,300	12,300
101-265-687.000	REFUNDS & REBATES						
101-265-699.000	ACTIVITY TRANSFER - IN		100,000				
Totals for dept 265 - BUILDINGS & GROUNDS		45,657	112,000		12,300	12,300	12,300
TOTAL ESTIMATED REVENUES		45,657	112,000		12,300	12,300	12,300
APPROPRIATIONS							
Dept 265 - BUILDINGS & GROUNDS							
101-265-706.000	FULL TIME EMPLOYEES SALARIES	57,242	60,382	46,945	52,466	52,466	52,466
101-265-707.000	PART TIME EMPLOYEES SALARIES						
101-265-715.000	F.I.C.A.	4,385	4,076	3,533	4,014	4,014	4,014
101-265-718.000	WORKERS' COMP INSURANCE	2,729	3,000	1,390	1,500	1,500	1,500
101-265-719.000	HEALTH INSURANCE	13,365	14,444	14,757	15,398	15,398	15,398
101-265-719.100	POST EMPLOYMENT HEALTH INSURANCE	70,894	2,113		1,836	1,836	1,836
101-265-720.000	LIFE INSURANCE	529	533	285	533	533	533
101-265-722.000	PENSION	4,945	9,500	10,723	14,142	14,142	14,142
101-265-723.000	EMPLOYEE REIMBURSED HEALTH	653	1,000	40	300	300	300
101-265-724.000	LONG TERM DISABILITY	530	565	328	650	650	650
101-265-724.100	SHORT TERM DISABILITY	381	389	210	500	500	500
101-265-726.000	TOOLS & SUPPLIES	436	500	1,469	2,000	2,000	2,000
101-265-726.400	BUILDING SUPPLIES	7,839	7,000	5,830	7,175	7,175	7,175
101-265-823.000	CONTRACTED SERVICES	1,059	10,000	6,348	10,250	10,250	10,250
101-265-920.000	TELEPHONE	2,638	3,500	1,699	3,588	3,588	3,588
101-265-921.000	ELECTRIC	19,058	23,000	20,210	23,575	23,575	23,575
101-265-922.000	WATER	1,359	1,600	2,744	1,640	1,640	1,640
101-265-923.000	GAS	8,462	7,750	6,104	7,944	7,944	7,944
101-265-931.000	BUILDING MAINTENANCE	9,153	18,000	41,956	20,000	20,000	20,000
101-265-931.100	RUBBISH REMOVAL	1,989	2,750	1,553	2,819	2,819	2,819
101-265-931.200	7970 W LIBERTY BUILDING MAINTENANCE						
101-265-931.300	5575 MARSHALL RD BUILDING MAINTENANCE						
101-265-931.500	OTHER TWP BLDG MAINTENANCE				50,000	50,000	50,000
101-265-932.000	GROUNDS MAINTENANCE	13,727	16,000	8,068	26,400	26,400	26,400
101-265-932.100	GROUNDS MAINTENANCE - SLOAN PROPERTY						
101-265-967.000	PROJECT COST	43,957					
101-265-969.000	COST ALLOCATION	(56,237)	(56,239)	(56,239)	(190,989)	(190,989)	(190,989)
101-265-975.000	BUILDINGS AND IMPROVEMENTS		64,000		550,000	550,000	525,000
101-265-980.000	EQUIPMENT		15,000		15,375	15,375	15,375
101-265-981.000	CAPITAL OUTLAY VEHICLES			2,015			
101-265-995.000	ACTIVITY TRANSFER - OUT						
Totals for dept 265 - BUILDINGS & GROUNDS		209,093	208,863	119,968	621,116	621,116	596,116
TOTAL APPROPRIATIONS		209,093	208,863	119,968	621,116	621,116	596,116
NET OF REVENUES/APPROPRIATIONS - FUND 101		(163,436)	(96,863)	(119,968)	(608,816)	(608,816)	(583,816)

# Attorney

## Department Description and Purpose

The Township Attorney is responsible for providing legal advice/opinions to township officials regarding various issues related to the township. The township attorney also defends the township regarding legal actions in court. The attorney is responsible for the preparation of ordinances and interpretation of state and federal statutes related to the township. The township attorney assigns and coordinates with other specialty attorneys on an as needed basis.

## Budget Highlights

- Consulting fees for serving as township attorney.

## Revenue, Expenditure and Position Summary

	<b>2023-2024</b>	<b>2024-25</b>
	<b>Final</b>	<b>Budget</b>
<i>Total Revenue</i>	\$55,207	\$0
<i>Total Expenditures</i>	\$132,037	\$140,000
<i>Change in Fund Balance</i>	(\$76,830)	(\$140,000)
<i>Total Positions</i>	0	0

## 2024/25 Goals and Performance Measures

- To provide legal advice in a timely manner to township officials
- To provide updates and information regarding changes in the law and provide recommendations to township officials.
- To create and amend ordinances on a as needed basis.
- Provide recommendations regarding items on the township board agenda.

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 266 - ATTORNEY							
101-266-687.000	REFUNDS & REBATES		55,500	55,207			
Totals for dept 266 - ATTORNEY			55,500	55,207			
TOTAL ESTIMATED REVENUES			55,500	55,207			
APPROPRIATIONS							
Dept 266 - ATTORNEY							
101-266-826.000	LEGAL FEES	237,868	155,000	132,037	125,000	125,000	140,000
Totals for dept 266 - ATTORNEY		237,868	155,000	132,037	125,000	125,000	140,000
TOTAL APPROPRIATIONS		237,868	155,000	132,037	125,000	125,000	140,000
NET OF REVENUES/APPROPRIATIONS - FUND 101		(237,868)	(99,500)	(76,830)	(125,000)	(125,000)	(140,000)

# Human Resources

## Department Description and Purpose

Management of Human Resources activities is now being handled in house and is no longer handled by outside consulting services.

## Budget Highlights

The 2024-25 Budget includes the salary of the new part-time staff that has recently taken over this role

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$0	\$0
<i>Total Expenditures</i>	\$40,753	\$97,070
<i>Change in Fund Balance</i>	(\$40,753)	(\$97,070)
<i>Total Positions</i>	1 PT	1 PT

## 2024/25 Goals and Performance Measures

Help grow the HR department

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
APPROPRIATIONS							
Dept 270 - HUMAN RESOURCES							
101-270-706.000	FULL TIME EMPLOYEES SALARIES						
101-270-707.000	PART TIME EMPLOYEES SALARIES		25,000	20,784	70,200	70,200	70,200
101-270-715.000	F.I.C.A.		1,800	1,566	5,370	5,370	5,370
101-270-719.000	HEALTH INSURANCE		20,000	13,359			
101-270-723.000	EMPLOYEE REIMBURSED HEALTH			823			
101-270-726.300	OFFICE SUPPLIES		100	361			
101-270-730.000	DATA PROCESSING		2,000	1,721			
101-270-823.000	CONTRACTED SERVICES	12,000	7,500	2,139	1,500	1,500	21,500
Totals for dept 270 - HUMAN RESOURCES		12,000	56,400	40,753	77,070	77,070	97,070
TOTAL APPROPRIATIONS		12,000	56,400	40,753	77,070	77,070	97,070
NET OF REVENUES/APPROPRIATIONS - FUND 101		(12,000)	(56,400)	(40,753)	(77,070)	(77,070)	(97,070)

# Washtenaw County Sheriff's Department

## Department Description and Purpose

Washtenaw County Sheriff's department is under contract with Scio Township and provides police services to the township on an ongoing basis. Three deputies and a supervisor are assigned to the township. The staff assigned to the township respond to calls for service such as accidents, traffic stops, breaking and entering, animal complaints, medical assists, vehicle thefts and many other types of calls. The sheriff's department is located at the fire station on Zeeb Rd.

## Budget Highlights

- Cost associated with operational expenses for the positions assigned to the township.
- Budget to cover the cost of the officers and deputies under contract.
- Building and Grounds maintenance

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$20,000	\$20,000
<i>Total Expenditures</i>	\$1,449,857	\$1,572,338
<i>Change in Fund Balance</i>	(\$1,429,857)	(\$1,552,338)
<i>Total Positions</i>	0	0

## 2024/25 Goals and Performance Measures

- Continue to have an active presence in the community.
- Promote crime prevention within the community.
- Collaborate with code enforcement as needed.

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
<b>ESTIMATED REVENUES</b>							
Dept 301 - SHERIFF							
101-301-658.000	FALSE ALARM FINES	20,250	18,700	20,000	20,000	20,000	20,000
101-301-685.000	OPIOID SETTLEMENT REVENUE						
101-301-691.000	OTHER FINANCING SOURCES						
Totals for dept 301 - SHERIFF		20,250	18,700	20,000	20,000	20,000	20,000
<b>TOTAL ESTIMATED REVENUES</b>		20,250	18,700	20,000	20,000	20,000	20,000
<b>APPROPRIATIONS</b>							
Dept 301 - SHERIFF							
101-301-805.000	SHERIFF CONTRACT	1,454,560	1,527,406	1,445,424	1,480,715	1,480,715	1,418,320
101-301-805.100	SHERIFF CONTRACT - OVERTIME						90,000
101-301-921.000	ELECTRIC	2,179	5,000	1,671	5,125	5,125	5,125
101-301-922.000	WATER	473	575	401	589	589	589
101-301-923.000	GAS	1,267	1,500	1,032	1,538	1,538	1,538
101-301-931.000	BUILDING MAINTENANCE	837	2,500	358	2,563	2,563	2,563
101-301-931.100	RUBBISH REMOVAL	995	1,600	777	1,640	1,640	1,640
101-301-932.000	GROUPS MAINTENANCE	2,115	2,500	194	2,563	2,563	2,563
101-301-975.000	BUILDINGS AND IMPROVEMENTS	22,890			50,000	50,000	50,000
Totals for dept 301 - SHERIFF		1,485,316	1,541,081	1,449,857	1,544,733	1,544,733	1,572,338
<b>TOTAL APPROPRIATIONS</b>		1,485,316	1,541,081	1,449,857	1,544,733	1,544,733	1,572,338
<b>NET OF REVENUES/APPROPRIATIONS - FUND 101</b>		(1,465,066)	(1,522,381)	(1,429,857)	(1,524,733)	(1,524,733)	(1,552,338)



BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 315 - TRAFFIC ENFORCEMENT							
101-315-657.000	DISTRICT COURT FINES	17,453	16,000	16,780	17,000	17,000	17,000
Totals for dept 315 - TRAFFIC ENFORCEMENT		17,453	16,000	16,780	17,000	17,000	17,000
TOTAL ESTIMATED REVENUES		17,453	16,000	16,780	17,000	17,000	17,000
APPROPRIATIONS							
Dept 315 - TRAFFIC ENFORCEMENT							
101-315-826.100	LEGAL FEES - TRAFFIC	10,030	14,000	6,570	10,000	10,000	10,000
Totals for dept 315 - TRAFFIC ENFORCEMENT		10,030	14,000	6,570	10,000	10,000	10,000
TOTAL APPROPRIATIONS		10,030	14,000	6,570	10,000	10,000	10,000
NET OF REVENUES/APPROPRIATIONS - FUND 101		7,423	2,000	10,210	7,000	7,000	7,000

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 445 - DRAINS							
101-445-674.494	CONTRIBUTIONS-DDA						
Totals for dept 445 - DRAINS							
TOTAL ESTIMATED REVENUES							
APPROPRIATIONS							
Dept 445 - DRAINS							
101-445-802.000	COUNTY DRAINS	9,299		9,633	9,531	9,531	9,531
Totals for dept 445 - DRAINS		9,299		9,633	9,531	9,531	9,531
TOTAL APPROPRIATIONS		9,299		9,633	9,531	9,531	9,531
NET OF REVENUES/APPROPRIATIONS - FUND 101		(9,299)		(9,633)	(9,531)	(9,531)	(9,531)

# Roads Department

## Department Description and Purpose

The County Road Commission is responsible construction and maintenance of roads in the Township. The Township participates in the expenses associated with this activity. Much of the road-related expenses are allocated to one of the road special assessment funds.

## Budget Highlights

The final \$520k of money received from ARPA is planned to be spent in FYE 2024-25 to cover part of the WCRC contract in the coming year.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$1,521,548	\$520,000
<i>Total Expenditures</i>	\$1,521,548	\$660,000
<i>Change in Fund Balance</i>	0	(\$140,000)
<i>Total Positions</i>	0	0

## 2024/25 Goals and Performance Measures

Nothing to note

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 446 - ROADS							
101-446-540.000	STATE GRANTS	4,397					
101-446-699.000	ACTIVITY TRANSFER - IN		1,521,548		520,000	520,000	520,000
Totals for dept 446 - ROADS		4,397	1,521,548		520,000	520,000	520,000
TOTAL ESTIMATED REVENUES		4,397	1,521,548		520,000	520,000	520,000
APPROPRIATIONS							
Dept 446 - ROADS							
101-446-803.000	ROADS - COUNTY CONTRACT	20,179	1,121,548	372,557	660,000	660,000	660,000
101-446-821.000	ENGINEERING FEES	4,397	400,000	503,003			
Totals for dept 446 - ROADS		24,576	1,521,548	875,560	660,000	660,000	660,000
TOTAL APPROPRIATIONS		24,576	1,521,548	875,560	660,000	660,000	660,000
NET OF REVENUES/APPROPRIATIONS - FUND 101		(20,179)		(875,560)	(140,000)	(140,000)	(140,000)

# Recycling

## Department Description and Purpose

The recycling department was originally created to support reestablishment of Scio's drop-off program. The monthly drop-off had existed for about 15 years, but it was suspended during the Covid pandemic and has not operated since. The Township explored ways to supplement the curbside recycling pickup under the Township's single waste-hauler contract that took effect in 2021. The focus on a drop-off program broadened to include ideas proposed by Scio's Environmental Sustainability Task Force (ESTF). In 2023, the Township published a special edition of the newsletter that was dedicated to recycling topics. The ESTF subcommittee is working on several initiatives in addition to a recycling drop-off program. These include an electronics recycling event, a compost program, additional recycling education, and re-use of wood from cut-trees.

## Budget Highlights

The \$47K in the proposed Recycling budget would allow for several pilot programs including a recycling drop-off and a special technology recycling event. There is also money for publishing another recycling flyer.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$0	\$0
<i>Total Expenditures</i>	\$4,924	\$47,151
<i>Change in Fund Balance</i>	(\$4,924)	(\$47,151)
<i>Total Positions</i>	0	0

## 2024/25 Goals and Performance Measures

Launch a pilot recycling drop off program and gather usage data  
Publish a consumer-oriented recycling flyer  
Hold at least one special recycling drop-off event such as technology

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
APPROPRIATIONS							
Dept 528 - RECYCLING							
101-528-728.000	POSTAGE		1,500	1,225	1,538	1,538	1,538
101-528-904.000	PRINTING		4,500	3,399	4,613	4,613	4,613
101-528-931.150	RECYCLING		5,000	300	41,000	41,000	41,000
Totals for dept 528 - RECYCLING			11,000	4,924	47,151	47,151	47,151
TOTAL APPROPRIATIONS			11,000	4,924	47,151	47,151	47,151
NET OF REVENUES/APPROPRIATIONS - FUND 101			(11,000)	(4,924)	(47,151)	(47,151)	(47,151)

# Watershed Council

## Department Description and Purpose

Scio Township is one of several partners to address stormwater and other pollution sources into the Huron River System

## Budget Highlights

- The Township is providing financial support over a five-year period to support the services of the council and the five-year work plan.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$0	\$0
<i>Total Expenditures</i>	\$17,572	\$20,500
<i>Change in Fund Balance</i>	(\$17,572)	(\$20,500)
<i>Total Positions</i>	0	0

## 2024/25 Goals and Performance Measures

- Implementation of the five-year work plan commencing January 2024 and ending December, 2028

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
APPROPRIATIONS							
Dept 569 - WATERSHED COUNCIL							
101-569-823.000	CONTRACTED SERVICES	13,836	25,000	17,572	20,500	20,500	20,500
Totals for dept 569 - WATERSHED COUNCIL		13,836	25,000	17,572	20,500	20,500	20,500
TOTAL APPROPRIATIONS		13,836	25,000	17,572	20,500	20,500	20,500
NET OF REVENUES/APPROPRIATIONS - FUND 101		(13,836)	(25,000)	(17,572)	(20,500)	(20,500)	(20,500)



# Planning & Zoning Department

## Department Description and Purpose

The Planning & Zoning Department is staffed by Carlisle Wortman Associates, Inc., Scio Township's planning consultant. The P&Z department assists residents and developers with permitting and review of development projects to ensure compliance with the zoning ordinance regulations and the Township Master Plan.

The consultant manages planning and zoning efforts for the Township by providing office hours 1.5 days per week to review and approve zoning compliance permits, conduct inspections, and meet with developers and residents. Staff support to the Planning Commission and Zoning Board of Appeals is also provided via review of all land use applications and attendance at all meetings.

The P&Z department also provides support to the Board of Trustees in consideration of land use applications and development projects by staffing the newly created Development Team which holds monthly meetings to discuss project updates and upcoming projects amongst various Township departments. The consultant also prepares applicable Board of Trustees agenda items and attends required meetings.

## Budget Highlights

Consultant fees were increased by 10% as we are currently working on an updated contract. In order to offset consultant fees, the existing fee schedule will also be evaluated to determine where additional revenues can offset consultant costs. New employee C. Cheng will be assisting Planning & Zoning in a minor role. Five percent (5%) of his salary will be budgeted to Planning and another 5% to zoning. Contracted services were increased by \$2,000 in both the Planning and Zoning budgets to account for increases in recording secretary fees and to allow administrative staffing of Zoom meetings. A special projects line item was added to the Planning budget to account for zoning ordinance updates such as the JROD district, solar facilities, etc. and ESCAP implementation such as the sustainability fair.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$198,916	\$259,326
<i>Total Expenditures</i>	\$425,402	\$627,221
<i>Change in Fund Balance</i>	(\$226,486)	(\$367,895)
<i>Total Positions</i>	1 FT, 15 PT	1 FT, 15 PT

## 2024/25 Goals and Performance Measures

- Update development review fee schedule
- Execute consultant contract for continuing planning and zoning services
- Ordinance Amendments to be completed – JROD, PUD, solar facilities, EV charging.
- Retain administrative staff to run Zoom during Planning Commission and Zoning Board of Appeals meetings.

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
<b>ESTIMATED REVENUES</b>							
Dept 701 - PLANNING							
101-701-607.001	ORDINANCE AMENDMENT FEES	10,800	7,000	5,350	7,175	7,175	7,175
101-701-607.002	SITE PLAN REVIEW FEES	15,965	18,000	16,860	18,450	18,450	18,450
101-701-607.003	CONSULTANT REVIEW FEES	181,973	150,000	90,250	169,125	169,125	169,125
101-701-607.004	CONDITIONAL USE FEES	6,750	9,000	9,275	9,225	9,225	9,225
101-701-607.007	PRIVATE ROAD FEES	1,000	2,000	1,000	2,050	2,050	2,050
101-701-607.010	WETLANDS ORD APP FEE	400	200		205	205	205
101-701-607.012	DEVELOPMENT PLAN REVIEW FEE	14,159	2,000	9,780	2,050	2,050	2,050
101-701-607.013	PRE & POST APPLICATION FEES	12,275	12,000	11,450	12,300	12,300	12,300
101-701-607.018	INSPECTION FEES						
101-701-644.000	MISCELLANEOUS REVENUE						
101-701-656.000	VIOLATIONS FINE						
101-701-687.000	REFUNDS & REBATES			25			
Totals for dept 701 - PLANNING		243,322	200,200	143,990	220,580	220,580	220,580
<b>TOTAL ESTIMATED REVENUES</b>		243,322	200,200	143,990	220,580	220,580	220,580
<b>APPROPRIATIONS</b>							
Dept 701 - PLANNING							
101-701-706.000	FULL TIME EMPLOYEES SALARIES	36,613	38,815	39,477	37,109	37,109	37,109
101-701-707.000	PART TIME EMPLOYEES SALARIES	8,000	10,000	3,570	10,250	10,250	10,250
101-701-715.000	F.I.C.A.	4,663	3,734	4,585	3,623	3,623	3,623
101-701-718.000	WORKERS' COMP INSURANCE	60	80	34	50	50	50
101-701-719.000	HEALTH INSURANCE	7,336	7,351	7,458	8,000	8,000	8,000
101-701-719.100	POST EMPLOYMENT HEALTH INSURANCE	34,449	1,359		1,299	1,299	1,299
101-701-720.000	LIFE INSURANCE	211	210	213	250	250	250
101-701-722.000	PENSION	3,249	5,000	6,367	6,786	6,786	6,786
101-701-723.000	EMPLOYEE REIMBURSED HEALTH	1,144	1,000	289	550	550	550
101-701-724.000	LONG TERM DISABILITY	349	370	405	450	450	450
101-701-724.100	SHORT TERM DISABILITY	249	253	272	300	300	300
101-701-725.300	PLANNING COMMISSION	14,985	25,000	18,830	25,625	25,625	25,625
101-701-726.300	OFFICE SUPPLIES	900	2,200	1,070	2,255	2,255	2,255
101-701-728.000	POSTAGE		500		513	513	513
101-701-730.000	DATA PROCESSING		2,000		2,050	2,050	2,050
101-701-817.000	CONSULTANT FEES	55,900	65,000	77,682	73,288	73,288	73,288
101-701-817.100	CONSULTANT FEES - PLAN REVIEW	14,889	13,000	33,076	13,325	13,325	13,325
101-701-817.200	CONSULTING FEES - FEE SCHEDULE	189,680	115,000	90,849	179,375	179,375	179,375
101-701-821.000	ENGINEERING FEES						
101-701-823.000	CONTRACTED SERVICES	5,325	36,000	6,425	38,900	38,900	38,900
101-701-826.000	LEGAL FEES		5,000		5,125	5,125	5,125
101-701-826.200	LEGAL FEES - DEPOSITS	4,400	3,000	16,473	3,075	3,075	3,075
101-701-901.000	ADVERTISING	4,128	8,000	3,893	8,200	8,200	8,200
101-701-902.000	PUBLICATIONS	118	800		820	820	820
101-701-904.000	PRINTING	89	500		513	513	513
101-701-920.000	TELEPHONE	246	600	149	615	615	615
101-701-934.000	EQUIPMENT REPAIR & MAINTENANCE	215	250	468	256	256	256
101-701-956.000	MISCELLANEOUS		100		103	103	103
101-701-958.000	MEMBERSHIP & DUES	334	500	330	1,013	1,013	1,013
101-701-960.000	EDUCATION & CONFERENCES	900	500	315	1,000	1,000	1,000
101-701-963.000	EXPENSE ACCOUNT		500	44	513	513	513
101-701-965.000	SPECIAL PROJECTS				30,000	30,000	38,300
Totals for dept 701 - PLANNING		388,432	346,622	312,274	455,231	455,231	453,281
<b>TOTAL APPROPRIATIONS</b>		388,432	346,622	312,274	455,231	455,231	453,281
<b>NET OF REVENUES/APPROPRIATIONS - FUND 101</b>		(145,110)	(146,422)	(168,284)	(234,651)	(234,651)	(232,701)

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
<b>ESTIMATED REVENUES</b>							
Dept 702 - ZONING							
101-702-607.000	ZONING COMPLIANCE FEES	37,550	42,000	46,550	33,928	33,928	33,928
101-702-607.001	ORDINANCE AMENDMENT FEES						
101-702-607.003	CONSULTANT REVIEW FEES	3,000	3,000	3,500	2,255	2,255	2,255
101-702-607.008	BOARD OF APPEALS FEES	1,750	3,250	3,750	2,563	2,563	2,563
101-702-607.100	ZONING COMPLIANCE FEE - LAND DIVISION						
101-702-656.000	VIOLATIONS FINE	100	1,200	1,101			
101-702-687.000	REFUNDS & REBATES		25	25			
Totals for dept 702 - ZONING		42,400	49,475	54,926	38,746	38,746	38,746
<b>TOTAL ESTIMATED REVENUES</b>		42,400	49,475	54,926	38,746	38,746	38,746
<b>APPROPRIATIONS</b>							
Dept 702 - ZONING							
101-702-706.000	FULL TIME EMPLOYEES SALARIES	24,408	25,877	26,470	37,109	37,109	37,109
101-702-707.000	PART TIME EMPLOYEES SALARIES						
101-702-715.000	F.I.C.A.	2,079	1,980	2,302	2,839	2,839	2,839
101-702-718.000	WORKERS' COMP INSURANCE	20	240	26	25	25	25
101-702-719.000	HEALTH INSURANCE	4,895	4,901	4,972	5,500	5,500	5,500
101-702-719.100	POST EMPLOYMENT HEALTH INSURANCE	34,449	906		1,299	1,299	1,299
101-702-720.000	LIFE INSURANCE	140	140	143	200	200	200
101-702-722.000	PENSION	2,139	4,500	4,189	4,644	4,644	4,644
101-702-723.000	EMPLOYEE REIMBURSED HEALTH	1,144	1,000	289	500	500	500
101-702-724.000	LONG TERM DISABILITY	233	247	270	300	300	300
101-702-724.100	SHORT TERM DISABILITY	166	168	181	200	200	200
101-702-725.100	BOARD OF APPEALS	2,605	5,400	4,175	5,535	5,535	5,535
101-702-726.300	OFFICE SUPPLIES	969	1,500	931	1,538	1,538	1,538
101-702-728.000	POSTAGE		250		256	256	256
101-702-730.000	DATA PROCESSING		100		103	103	103
101-702-817.000	CONSULTANT FEES	72,738	64,000	60,106	72,160	72,160	72,160
101-702-817.200	CONSULTING FEES - FEE SCHEDULE	4,000	10,000	3,226	10,250	10,250	10,250
101-702-823.000	CONTRACTED SERVICES	2,000	6,000	2,050	7,150	7,150	7,150
101-702-826.000	LEGAL FEES	8,150	10,000	4,025	20,500	20,500	20,500
101-702-901.000	ADVERTISING	1,262	2,000	1,765	2,050	2,050	2,050
101-702-904.000	PRINTING	89	500		513	513	513
101-702-920.000	TELEPHONE	246	500	149	513	513	513
101-702-934.000	EQUIPMENT REPAIR & MAINTENANCE	215	250	468	256	256	256
101-702-956.000	MISCELLANEOUS						
101-702-957.000	PUBLICATIONS						
101-702-958.000	MEMBERSHIP & DUES			302	500	500	500
101-702-960.000	EDUCATION & CONFERENCES	115		45			
101-702-963.000	EXPENSE ACCOUNT	(2,400)		(2,956)			
Totals for dept 702 - ZONING		159,662	140,459	113,128	173,940	173,940	173,940
<b>TOTAL APPROPRIATIONS</b>		159,662	140,459	113,128	173,940	173,940	173,940
<b>NET OF REVENUES/APPROPRIATIONS - FUND 101</b>		(117,262)	(90,984)	(58,202)	(135,194)	(135,194)	(135,194)

# Code Enforcement

## Department Description and Purpose

Code enforcement is responsible for conducting on-site inspections, detection, investigations, and enforcement of violations of ordinances and codes regulating public health, safety and welfare, business activities, zoning, and land-use in Scio Township.

## Budget Highlights

The code enforcement department will be requesting approval for the annual purchase of a membership in the Michigan Association of Code Enforcement as well as the American Association of Code Enforcement. Both organizations provide certifications and continuing education in code enforcement.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$0	\$0
<i>Total Expenditures</i>	\$19,687	\$47,648
<i>Change in Fund Balance</i>	(\$19,687)	(\$47,648)
<i>Total Positions</i>	1 FTE	1 FTE

## 2024/25 Goals and Performance Measures

Coordinating an agreement with the Washtenaw County Sheriff Office regarding ordinance enforcement.

Identifying how code enforcement can work with other departments to ensure Health & Safety. Create a code enforcement policy and procedure.

Develop a means for educating the community about code enforcement.

Working with the B.O.T. to finalize an updated Noise Ordinance.

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
APPROPRIATIONS							
Dept 703 - CODE ENFORCEMENT							
101-703-707.000	PART TIME EMPLOYEES SALARIES		30,000	11,791	37,251	37,251	37,251
101-703-715.000	F.I.C.A.			889	2,850	2,850	2,850
101-703-718.000	WORKERS' COMP INSURANCE						
101-703-719.300	HEALTH CARE SAVINGS PROGRAM						
101-703-727.000	OFFICE SUPPLIES			1,406	800	800	800
101-703-730.000	DATA PROCESSING				1,800	1,800	1,800
101-703-826.000	LEGAL FEES			4,961	3,747	3,747	3,747
101-703-920.000	TELEPHONE			342	900	900	900
101-703-958.000	MEMBERSHIP & DUES				150	150	150
101-703-960.000	EDUCATION & CONFERENCES				150	150	150
101-703-963.000	EXPENSE ACCOUNT			298			
Totals for dept 703 - CODE ENFORCEMENT			30,000	19,687	47,648	47,648	47,648
TOTAL APPROPRIATIONS			30,000	19,687	47,648	47,648	47,648
NET OF REVENUES/APPROPRIATIONS - FUND 101			(30,000)	(19,687)	(47,648)	(47,648)	(47,648)

# Historic District — Wild-Frey Farm

## Department Description and Purpose

The Wild-Frey Farm came into the possession of Scio Township through a tax foreclosure about 10 years ago. In 2023, the Township completed the process of having the farm site designated as an historic district by the Washtenaw County Historic District Commission. The plan is to sell the 5-acre farm site to a buyer who will then steward the historic farmhouse, barn and other outbuildings in a manner that complements the Township’s adjacent 50-acre nature preserve.

## Budget Highlights

There are minimal funds budgeted for the historic district because the expectation is that it will transfer from the Township’s ownership in 2024. The closing costs will be deducted from the sale of the property.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$0	\$303,000
<i>Total Expenditures</i>	\$10,865	\$14,863
<i>Change in Fund Balance</i>	(\$10,968)	\$288,137
<i>Total Positions</i>	0	0

## 2024/25 Goals and Performance Measures

Market the farm property and select a buyer, then close the sale.

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
ESTIMATED REVENUES							
Dept 803 - HISTORIC DISTRICT OR PROGRAM							
101-803-693.000	SALE OF ASSET				303,000	303,000	303,000
Totals for dept 803 - HISTORIC DISTRICT OR PROGRAM					303,000	303,000	303,000
TOTAL ESTIMATED REVENUES					303,000	303,000	303,000
APPROPRIATIONS							
Dept 803 - HISTORIC DISTRICT OR PROGRAM							
101-803-823.000	CONTRACTED SERVICES	13,000	14,500	10,258	14,863	14,863	14,863
101-803-826.000	LEGAL FEES			563			
101-803-931.200	7970 W LIBERTY BUILDING MAINTENANCE			24			
101-803-956.000	MISCELLANEOUS	34		20			
Totals for dept 803 - HISTORIC DISTRICT OR PROGRAM					14,863	14,863	14,863
TOTAL APPROPRIATIONS					14,863	14,863	14,863
NET OF REVENUES/APPROPRIATIONS - FUND 101					288,137	288,137	288,137



# Capital Outlay

## Department Description and Purpose

This category includes all purchases in excess of \$5,000 of a capital nature. Vehicles and heavy equipment are excellent examples of normal expenditures in this category.

## Budget Highlights

The township is currently budgeting for the purchase of a shared Township vehicle. Examples of shared use of this vehicle would be offsite requests related to Code Enforcement & Assessing duties, possible use to travel to trainings, etc.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$0	\$0
<i>Total Expenditures</i>	\$119,065	\$30,000
<i>Change in Fund Balance</i>	(\$119,065)	(\$30,000)
<i>Total Positions</i>	\$0	0

## 2024/25 Goals and Performance Measures

N/A

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
APPROPRIATIONS							
Dept 901 - CAPITAL OUTLAY							
101-901-971.000	LAND	220,752					
101-901-975.000	BUILDINGS AND IMPROVEMENTS	13,989	20,000	30,822			
101-901-980.000	EQUIPMENT			88,243			
101-901-981.000	CAPITAL OUTLAY VEHICLES				30,000	30,000	30,000
Totals for dept 901 - CAPITAL OUTLAY		234,741	20,000	119,065	30,000	30,000	30,000
TOTAL APPROPRIATIONS		234,741	20,000	119,065	30,000	30,000	30,000
NET OF REVENUES/APPROPRIATIONS - FUND 101		(1,526,322)	65,254	(754,360)	(630,106)	(335,231)	(454,647)
BEGINNING FUND BALANCE		8,136,147	6,609,821	6,609,821	5,855,461	5,855,461	5,855,461
ENDING FUND BALANCE		6,609,825	6,675,075	5,855,461	5,225,355	5,520,230	5,400,814

# Fire Department

## Department Description and Purpose

The mission of the Scio Township Fire Department is to protect the lives and property of Scio Township residents and visitors through:

- Fire suppression
- Emergency treatment and care of the sick and injured
- Hazardous materials control and mitigation
- Outreach to the community regarding fire safety

## Budget Highlights

The proposed budget is a significant investment that directly impacts the safety of township residents and visitors.

Hiring 3 additional personnel meets a long-awaited operational goal as well as MIOSHA’s 2-in 2-out requirement of having 4 firefighters on duty daily. Most importantly, it enables us to enter and act in emergent and hazardous environments immediately upon arrival, rather than waiting for mutual aid partners, resulting in saved lives and limited property damage. Also consequential, it also allows us to respond to calls more strategically by relying more on our Rescue vehicle for medical emergencies, yielding less wear and tear on our Fire Engine.

In addition to expanding personnel, investing in critical equipment will positively impact our ability to fight fires, provide emergency medical care, and facilitate fire safety education to community members and visitors. The purchase of either an off-road firefighting vehicle, an advanced cardiac monitor, and a fire extinguisher training prop enables us to achieve these goals.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$4,319,772	\$2,456,760
<i>Total Expenditures</i>	\$3,373,206	\$2,556,988
<i>Change in Fund Balance</i>	\$946,566	(\$100,228)
<i>Ending Fund Balance</i>	\$1,759,284	\$1,659,056
<i>Total Positions</i>	11 FT, 1 PT, on call as needed	14 FT, 1 PT, on call as needed

## 2024/25 Goals and Performance Measures

- Hiring: 3 additional firefighters
- Equipment purchases (one of the following):
  - Off-road vehicle for firefighting and emergency medical work in areas inaccessible to conventional vehicles (Scio's parks, pathways, and preserves)
  - Advanced cardiac monitor to help diagnose heart attacks through ability to perform 12 lead EKGs, record vital signs, and function as an AED
  - Fire extinguisher training prop to train members of the community (businesses and residents), township staff, as well as firefighters on proper use of fire extinguishers

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
<b>ESTIMATED REVENUES</b>							
Dept 000							
206-000-402.000	REAL PROPERTY TAXES	1,882,648	4,159,815	4,150,592	2,261,903	2,261,903	2,261,903
206-000-416.000	PY TAX ADJUSTMENTS						
206-000-432.000	PILT - PAYMENT IN LIEU OF TAXES		845	321	866	866	866
206-000-502.000	FEDERAL GRANT REVENUE	48,241					
206-000-574.000	STATE SHARED REVENUE			621			
206-000-581.000	LOCAL GRANT						
206-000-607.002	SITE PLAN REVIEW FEES	3,446	3,500	2,644	3,588	3,588	3,588
206-000-607.011	FIRE DEPARTMENT SERVICE FEES	64,764	45,200	44,389			
206-000-607.018	INSPECTION FEES		75,000	20,100	76,875	76,875	76,875
206-000-665.000	INTEREST EARNINGS	48,656	81,500	97,642	51,250	51,250	51,250
206-000-667.000	RENT INCOME						
206-000-675.100	DONATIONS - FIRE			250			
206-000-687.000	REFUNDS & REBATES	43,218	3,500	3,213	3,588	3,588	3,588
206-000-693.000	SALE OF ASSETS						
206-000-699.000	ACTIVITY TRANSFER - IN	1,719,422	104,719		199,302	58,690	58,690
Totals for dept 000 -		3,810,395	4,474,079	4,319,772	2,597,372	2,456,760	2,456,760
<b>TOTAL ESTIMATED REVENUES</b>		<b>3,810,395</b>	<b>4,474,079</b>	<b>4,319,772</b>	<b>2,597,372</b>	<b>2,456,760</b>	<b>2,456,760</b>
<b>APPROPRIATIONS</b>							
Dept 000							
206-000-415.000	CHARGE BACK TAXES	2,789		847			
206-000-704.000	OVERTIME	192,877	182,321	208,409	191,619	191,619	191,619
206-000-705.000	PTO BUYBACK	9,120	13,499	12,224	34,187	34,187	34,187
206-000-706.000	FULL TIME EMPLOYEES SALARIES	922,264	1,115,998	1,018,827	1,213,754	1,118,727	1,118,727
206-000-707.000	PART TIME EMPLOYEES SALARIES	78,154	59,062	32,842	23,354	23,354	23,354
206-000-708.000	PAY CONTINGENCY						
206-000-715.000	F.I.C.A.	90,157	86,967	96,527	111,913	104,643	104,643
206-000-717.000	INSURANCE	26,132	27,000	40,412	40,500	40,500	40,500
206-000-718.000	WORKERS' COMP INSURANCE	49,938	55,000	61,738	43,000	43,000	43,000
206-000-719.000	HEALTH INSURANCE	113,411	169,738	174,110	186,101	180,000	180,000
206-000-719.100	POST EMPLOYMENT HEALTH INSURANCE	303,554	39,316	74,540	42,481	39,973	39,973
206-000-719.300	HEALTH CARE SAVINGS PROGRAM						
206-000-720.000	LIFE INSURANCE	6,639	1,996	2,144	2,400	2,400	2,400
206-000-721.000	UNEMPLOYMENT INSURANCE						
206-000-722.000	PENSION	141,598	157,206	57,971	165,223	165,223	165,223
206-000-723.000	EMPLOYEE REIMBURSED HEALTH	11,561	10,000	25,897	26,400	26,400	26,400
206-000-724.000	LONG TERM DISABILITY	6,399	7,163	7,719	7,980	7,980	7,980
206-000-724.100	SHORT TERM DISABILITY	5,793	6,346	6,141	6,432	6,432	6,432
206-000-726.000	TOOLS & SUPPLIES	37,104	32,000	26,681	32,800	32,800	32,800
206-000-726.200	COVID 19 COST						
206-000-726.300	OFFICE SUPPLIES	5,896	2,500	6,034	2,563	2,563	2,563
206-000-726.400	BUILDING SUPPLIES	3,657	3,500	4,534	3,588	3,588	3,588
206-000-726.500	MEDICAL SUPPLIES	10,552	4,500	4,217	4,613	4,613	4,613
206-000-728.000	POSTAGE	43	200	3,260	205	205	205
206-000-730.000	DATA PROCESSING	11,366	4,500	20,294	12,000	12,000	12,000
206-000-740.000	UNIFORMS	2,691	2,500	1,866	2,563	2,563	2,563
206-000-741.000	FIRE EQUIPMENT EXPENDABLE	663	16,000	6,869	16,400	16,400	16,400
206-000-742.000	DONATIONS EXPENSE						
206-000-804.000	FIRE CONTRACT				25,000	25,000	25,000
206-000-806.000	DISPATCHING CONTRACT	25,489	34,000	27,070	34,850	34,850	34,850
206-000-807.000	AUDIT FEES						
206-000-817.000	CONSULTANT FEES			396			
206-000-823.000	CONTRACTED SERVICES	6,812	2,000	7,799	9,000	9,000	9,000
206-000-826.000	LEGAL FEES	21,137	5,000	1,573	5,125	5,125	5,125
206-000-835.000	PHYSICALS	9,290	9,000	9,435	10,500	10,500	10,500
206-000-861.000	FUEL & LUBES	21,454	22,500	17,451	23,063	23,063	23,063
206-000-901.000	ADVERTISING	95	500	760	513	513	513
206-000-902.000	PUBLICATIONS	727	500	1,116	513	513	513
206-000-904.000	PRINTING		500	12,003	6,500	6,500	6,500
206-000-920.000	TELEPHONE	6,710	5,800	5,530	10,545	10,545	10,545
206-000-921.000	ELECTRIC	8,650	3,000	5,094	3,075	3,075	3,075
206-000-922.000	WATER	1,893	2,200	2,271	2,255	2,255	2,255
206-000-923.000	GAS	5,068	4,500	4,130	4,613	4,613	4,613
206-000-931.000	BUILDING MAINTENANCE	11,837	7,500	9,428	7,688	7,688	7,688
206-000-931.100	RUBBISH REMOVAL	995	1,500	777	1,538	1,538	1,538
206-000-932.000	GROUNDS MAINTENANCE	15,502	6,000	8,144	7,100	7,100	7,100
206-000-933.000	RADIO REPAIR	1,640	2,500		2,563	2,563	2,563

BUDGET REPORT FOR SCIO TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022-23	2023-24	2023-24	2024-25	2024-25	2024-25
		ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 03/31/24	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET
206-000-934.000	EQUIPMENT REPAIR & MAINTENANCE	11,354	12,000	8,717	12,300	12,300	12,300
206-000-939.000	TRUCK MAINTENANCE	56,470	30,000	69,652	30,750	30,750	30,750
206-000-956.000	MISCELLANEOUS	252	500	280	513	513	513
206-000-958.000	MEMBERSHIP & DUES	4,198	3,000	4,672	3,075	3,075	3,075
206-000-960.000	EDUCATION & CONFERENCES	11,080	10,000	7,975	10,250	10,250	10,250
206-000-960.100	FIRE PERSONNEL TRAINING	545		150			
206-000-960.200	PUBLIC EDUCATION EVENTS	5,144	5,000	6,449	6,000	6,000	6,000
206-000-963.000	EXPENSE ACCOUNT	642	1,500	705	1,538	1,538	1,538
206-000-969.000	COST ALLOCATION	107,396	158,433	158,433	190,951	190,951	190,951
206-000-974.000	LAND IMPROVEMENTS						
206-000-975.000	BUILDINGS AND IMPROVEMENTS	53,410	30,000	64,491	28,000	28,000	28,000
206-000-977.000	EQUIPMENT REPLACEMENT	16,243					
206-000-980.000	EQUIPMENT	11,815	25,000	11,486	70,000		
206-000-981.000	CAPITAL OUTLAY VEHICLES	48,119	1,033,116	1,033,116	60,000	60,000	60,000
206-000-990.000	LEASE PAYMENT						
206-000-995.000	ACTIVITY TRANSFER - OUT						
Totals for dept 000 -		2,496,325	3,412,861	3,373,206	2,737,894	2,556,988	2,556,988
TOTAL APPROPRIATIONS		2,496,325	3,412,861	3,373,206	2,737,894	2,556,988	2,556,988
NET OF REVENUES/APPROPRIATIONS - FUND 206		1,314,070	1,061,218	946,566	(140,522)	(100,228)	(100,228)
BEGINNING FUND BALANCE		(501,355)	812,718	812,718	1,759,284	1,759,284	1,759,284
ENDING FUND BALANCE		812,715	1,873,936	1,759,284	1,618,762	1,659,056	1,659,056

# Parks, Preserves, and Pathways

## Department Description and Purpose

The Parks, Preserves & Pathways department is funded by the Parks & Pathways Millage, a 10 year .65 mil tax approved in 2020, the goal of which is to develop and maintain nature preserves, parks, and non-motorized pathways. The resulting network of non-motorized pathways will connect Scio Township residents and visitors to nature preserves, parks, neighborhoods, the business district, and other community destinations. This network will serve as a safe means for movement throughout the Township for pedestrians and cyclists. According to the Parks & Pathways Millage, the Paths, Preserves, Parks, and Open Space Master Plan (PPPOS) will serve as the guiding document for expenditures of Parks & Pathways Millage funds, and other related funds.

## Budget Highlights FY24/25

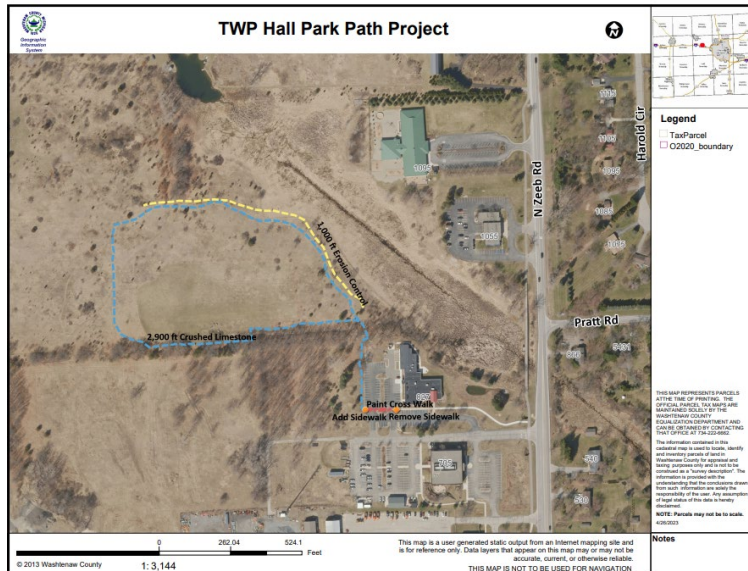
### **Zeeb Rd Phase V**

FY 23-24 – \$150,000 + Remaining Preliminary engineering (under contract)

FY 24-25 - \$450,000

Zeeb Rd Maintenance plan- this includes a full inspection and PASER

## **Township Hall Park Accessibility**



Grading and crushed limestone on existing Township Hall Park path.

## **Marshall Park Accessibility**

A logical add-on to the Township Hall Park accessibility due to the proximity of the two parks and the relative small scale of the Marshall Park path. (~408 SY of crushed limestone needed)

## **Van Curler South Connection**

“This project consists of completing full engineering design of an 8-foot-wide, soft-surface (i.e. gravel, mulch, etc.) pathway that would extend from the eastern side of the Dexter-Huron Metropark, crossing Huron River Drive with an optional rapid flashing beacon or crosswalk

alternative, and ultimately connecting to the existing Van Curler Forest Preserve trail head on the northeast side of Huron River Drive. This design will include grading challenges, potential storm sewer and/or boardwalk implementation, and providing safe access across Huron River Drive. Two (2) primary conceptual alignments were presented and reviewed during the field visit with OHM, PAB, and TAP on April 28, 2022.” – 2022 OHM Preliminary Engineering Proposal

**Van Curler North Parking Lot**

Continuation of the FY 23-24 parking lot project.

**West Scio Vernal Pool Clean-up**

Clean-up of rusty metal and broken glass dump site in West Scio Preserve along southern edge of vernal pool.

**Sloan Bridge**

Bridge over Mill Creek branch, a popular crossing destination for fly-fishers and recreational park visitors.

Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$1,238,476	\$1,572,748
<i>Total Expenditures</i>	\$431,523	\$1,657,060
<i>Change in Fund Balance</i>	\$806,953	(\$84,312)
<i>Ending Fund Balance</i>	\$1,596,621	\$1,512,309
<i>Total Positions</i>	1 FT; 5 PT	1 FT; 5 PT

Goals 25/26 and Onward

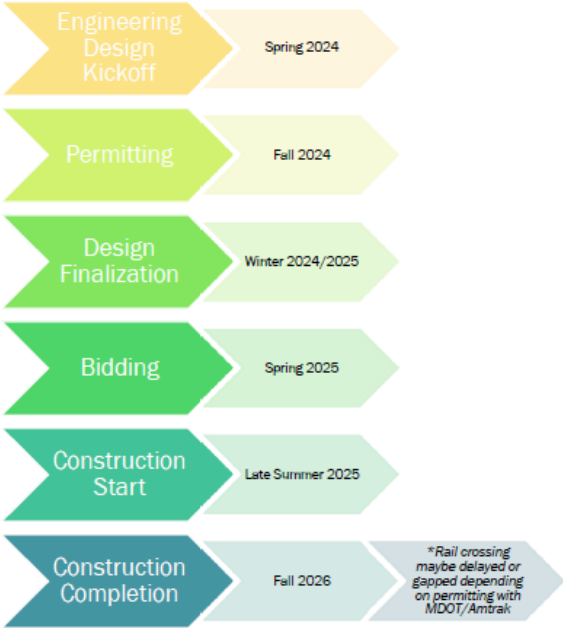
**Zeeb Rd Pathway**

FY 25-26 - \$2,600,000

FY 26-27 - \$300,000



# Potential Phase 5 Project Schedule



BUDGET REPORT FOR SCIO TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
Fund 208 - PARKS & PATHWAYS FUND							
ESTIMATED REVENUES							
Dept 000							
208-000-087.000	REFUNDS & REBATES			122			
208-000-402.000	REAL PROPERTY TAXES	859,079	907,360	921,085	972,065	972,065	972,065
208-000-410.000	PERSONAL PROPERTY TAX REVENUE	41,945	40,560	38,382	44,330	44,330	44,330
208-000-432.000	PILT - PAYMENT IN LIEU OF TAXES		200	153	205	205	205
208-000-445.000	INTEREST & PENALTIES ON TAXES	165	200	271	205	205	205
208-000-573.000	STATE PPT REIMBURSEMENT	13,508	10,800	16,334	11,070	11,070	11,070
208-000-665.000	INTEREST EARNINGS	7,890	14,510	15,093	14,873	14,873	14,873
208-000-669.000	INVESTMENT GAINS AND LOSSES			40,004			
208-000-674.200	CONTRIBUTIONS-PARTNERS						
Totals for dept 000 -		922,587	973,630	1,031,444	1,042,748	1,042,748	1,042,748
Dept 751 - PARKS							
208-751-502.000	FEDERAL GRANT REVENUE						
208-751-540.000	STATE GRANTS				530,000	530,000	530,000
Totals for dept 751 - PARKS					530,000	530,000	530,000
Dept 753 - PATHWAYS							
208-753-502.000	FEDERAL GRANT REVENUE						
208-753-540.000	STATE GRANTS	173,738	255,000	207,032			
208-753-572.000	GRANTS-PARTNERS						
208-753-674.100	CONTRIBUTIONS-PUD						
208-753-674.200	CONTRIBUTIONS-PARTNERS		200,000				
208-753-674.494	CONTRIBUTIONS-DDA						
208-753-699.000	ACTIVITY TRANSFER - IN						
Totals for dept 753 - PATHWAYS		173,738	455,000	207,032			
Dept 770 - PARKS AND PATHWAYS MAINTENANCE							
208-770-699.000	ACTIVITY TRANSFER - IN						
Totals for dept 770 - PARKS AND PATHWAYS MAINTENANCE							
TOTAL ESTIMATED REVENUES		1,096,325	1,428,630	1,238,476	1,572,748	1,572,748	1,572,748
APPROPRIATIONS							
Dept 000							
208-000-415.000	CHARGE BACK TAXES	2,058		524			
208-000-718.000	WORKERS' COMP INSURANCE	297	250	4,999			
208-000-719.100	POST EMPLOYMENT HEALTH INSURANCE			2,729			
Totals for dept 000 -		2,355	250	8,252			
Dept 101 - GENERAL GOVERNMENT							
208-101-415.000	CHARGE BACK TAXES		5,000		5,125	5,125	5,125
208-101-969.000	COST ALLOCATION	20,906	42,044	42,044			
Totals for dept 101 - GENERAL GOVERNMENT		20,906	47,044	42,044	5,125	5,125	5,125
Dept 751 - PARKS							
208-751-706.000	FULL TIME EMPLOYEES SALARIES	12,197	45,339	24,341	119,438	121,510	121,510
208-751-707.000	PART TIME EMPLOYEES SALARIES		40,898	40,313	44,254	31,238	31,238
208-751-715.000	F.I.C.A.	933	5,870	4,918	12,522	11,685	11,685
208-751-717.000	INSURANCE						
208-751-718.000	WORKERS' COMP INSURANCE		1,400	144	575	575	575
208-751-719.000	HEALTH INSURANCE	1,007	8,053	1,756	6,780	6,780	6,780
208-751-719.100	POST EMPLOYMENT HEALTH INSURANCE	375	2,686		4,180	4,253	4,253
208-751-720.000	LIFE INSURANCE	11	158	39	212	212	212
208-751-722.000	PENSION	949	4,582	1,962	9,555	9,721	9,721
208-751-723.000	EMPLOYEE REIMBURSED HEALTH	174	2,000	670	600	600	600
208-751-724.000	LONG TERM DISABILITY	137	616	208	1,347	1,347	1,347
208-751-724.100	SHORT TERM DISABILITY	53	362	135	784	784	784
208-751-726.000	TOOLS & SUPPLIES	3,033	20,000	7,544	20,500	20,500	20,500
208-751-726.300	OFFICE SUPPLIES	1,627	2,000	1,293	3,075	3,075	3,075
208-751-726.400	BUILDING SUPPLIES	2,675		359			
208-751-728.000	POSTAGE		1,000		1,025	1,025	1,025
208-751-817.000	CONSULTANT FEES	28,132	25,000	13,052	51,250	51,250	51,250
208-751-821.000	ENGINEERING FEES	14,716	50,000	3,448	601,250	601,250	601,250
208-751-823.000	CONTRACTED SERVICES	3,476	25,000	3,386	66,125	66,125	66,125
208-751-826.000	LEGAL FEES		1,000		2,050	2,050	2,050
208-751-861.000	FUEL & LUBES			226			
208-751-901.000	ADVERTISING	222					

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
208-751-904.000	PRINTING		500		513	513	513
208-751-920.000	TELEPHONE			139	850	850	850
208-751-923.000	FUEL & LUBES		1,000		2,050	2,050	2,050
208-751-932.000	GROUPS MAINTENANCE	12		3,250			
208-751-934.000	EQUIPMENT REPAIR & MAINTENANCE		5,000	32	10,250	10,250	10,250
208-751-956.000	MISCELLANEOUS	1,055		750			
208-751-960.000	EDUCATION & CONFERENCES		1,000	320	5,000	5,000	5,000
208-751-963.000	EXPENSE ACCOUNT	736		836			
208-751-969.000	COST ALLOCATION				76,292	76,292	76,292
208-751-971.000	LAND/EASEMENT				5,125	5,125	5,125
208-751-971.100	LAND/EASEMENT ACQUISITION COST	7,225	10,000		15,375	15,375	15,375
208-751-974.000	LAND IMPROVEMENTS	47,442	560,000	15,954	602,500	602,500	602,500
208-751-978.000-SCIORIDGEUPL	CONSTRUCTION				16,000	16,000	
208-751-980.000	EQUIPMENT						
208-751-981.000	CAPITAL OUTLAY VEHICLES			2,015			
Totals for dept 751 - PARKS		126,187	813,464	127,090	1,679,477	1,667,935	1,651,935
Dept 753 - PATHWAYS							
208-753-706.000	FULL TIME EMPLOYEES SALARIES	12,197	45,339	17,201			
208-753-715.000	F.I.C.A.	933	3,468	1,296			
208-753-717.000	INSURANCE						
208-753-718.000	WORKERS' COMP INSURANCE		1,350	144			
208-753-719.000	HEALTH INSURANCE	1,007	8,053	1,854			
208-753-719.100	POST EMPLOYMENT HEALTH INSURANCE	375	1,587				
208-753-720.000	LIFE INSURANCE	11	95	16			
208-753-722.000	PENSION	949	3,607	1,403			
208-753-723.000	EMPLOYEE REIMBURSED HEALTH	174	2,000	422			
208-753-724.000	LONG TERM DISABILITY	137	507	208			
208-753-724.100	SHORT TERM DISABILITY	53	288	135			
208-753-726.000	TOOLS & SUPPLIES	2,924	10,000	130			
208-753-726.300	OFFICE SUPPLIES	1,627	1,000	1,219			
208-753-808.100	PATHWAY PROJECT						
208-753-808.200	PATHWAY CONSTRUCTION ZEEB RD						
208-753-817.000	CONSULTANT FEES	5,043	25,000				
208-753-821.000	ENGINEERING FEES	191,023	335,000	174,507			
208-753-821.540	ENGINEERING ZEEB RD PATHWAY PHASE 4						
208-753-823.000	CONTRACTED SERVICES	822		116			
208-753-826.000	LEGAL FEES		1,000				
208-753-861.000	FUEL & LUBES			225			
208-753-901.000	ADVERTISING	222					
208-753-920.000	TELEPHONE			139			
208-753-923.000	FUEL & LUBES		1,000				
208-753-932.000	GROUPS MAINTENANCE	12	20,000				
208-753-934.000	EQUIPMENT REPAIR & MAINTENANCE		5,000	32			
208-753-956.000	MISCELLANEOUS	570		220			
208-753-963.000	EXPENSE ACCOUNT	632		804			
208-753-971.000	LAND/EASEMENT		5,000				
208-753-971.100	LAND/EASEMENT ACQUISITION COST	60	5,000				
208-753-978.000	CONSTRUCTION	872,899	200,000	1,078			
208-753-980.000	EQUIPMENT						
Totals for dept 753 - PATHWAYS		1,091,670	674,294	201,149			
Dept 770 - PARKS AND PATHWAYS MAINTENANCE							
208-770-706.000	FULL TIME EMPLOYEES SALARIES	24,395	25,028	34,643			
208-770-707.000	PART TIME EMPLOYEES SALARIES	121	15,000				
208-770-715.000	F.I.C.A.	1,875	3,062	2,610			
208-770-717.000	INSURANCE	5,860	7,000	8,061			
208-770-718.000	WORKERS' COMP INSURANCE			288			
208-770-719.000	HEALTH INSURANCE	2,118	1,803	3,749			
208-770-719.100	POST EMPLOYMENT HEALTH INSURANCE	750					
208-770-720.000	LIFE INSURANCE	22	20	32			
208-770-722.000	FULL TIME EMPLOYEES SALARIES	1,907	1,982	2,825			
208-770-724.000	LONG TERM DISABILITY	276	324	423			
208-770-724.100	SHORT TERM DISABILITY	107	167	275			
208-770-920.000	TELEPHONE			82			
208-770-981.000	CAPITAL OUTLAY VEHICLES	37,760					
Totals for dept 770 - PARKS AND PATHWAYS MAINTENANCE		75,191	54,386	52,988			
TOTAL APPROPRIATIONS		1,316,309	1,589,438	431,523	1,684,602	1,673,060	1,657,060
NET OF REVENUES/APPROPRIATIONS - FUND 208		(219,984)	(160,808)	806,953	(111,854)	(100,312)	(84,312)
BEGINNING FUND BALANCE		1,009,650	789,668	789,668	1,596,621	1,596,621	1,596,621
ENDING FUND BALANCE		789,666	628,860	1,596,621	1,484,767	1,496,309	1,512,309

# Transit (Bus Service)

## Department Description and Purpose

Scio Township has a bus millage approved by voters to provide fixed route services and demand response transportation services through A-Ride services.

## Budget Highlights

- Transportation services along Jackson Road
- A-Ride Demand Response Services

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$564,058	\$570,703
<i>Total Expenditures</i>	\$487,764	\$522,261
<i>Change in Fund Balance</i>	\$76,294	\$48,442
<i>Ending Fund Balance</i>	\$912,561	\$1,003,154
<i>Total Positions</i>	0	0

## 2024/25 Goals and Performance Measures

- Establish an advisory committee to review need for millage and any changes with service delivery.
- Potentially place ballot question for approval during 2024 calendar year
- Conduct survey to establish what the needs are for transportation services in the future.

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
Fund 230 - BUS SERVICE							
ESTIMATED REVENUES							
Dept 000							
230-000-402.000	REAL PROPERTY TAXES	465,644	492,900	499,253	517,545	517,545	517,545
230-000-404.000	RETURNED CAPTURED TAXES						
230-000-410.000	PERSONAL PROPERTY TAX REVENUE	22,736	24,500	20,804	25,725	25,725	25,725
230-000-416.000	PY TAX ADJUSTMENTS						
230-000-432.000	PILT - PAYMENT IN LIEU OF TAXES		150	83	154	154	154
230-000-445.000	INTEREST & PENALTIES ON TAXES	102	100	147	103	103	103
230-000-573.000	STATE PPT REIMBURSEMENT	8,856	4,500	8,853	4,613	4,613	4,613
230-000-665.000	INTEREST EARNINGS	12,621	2,500	5,825	2,563	2,563	2,563
230-000-669.000	INVESTMENT GAINS AND LOSSES			29,093			
230-000-695.000	CONTRIBUTED CAPITAL-DEVELOPER				20,000	20,000	20,000
Totals for dept 000 -		509,959	524,650	564,058	570,703	570,703	570,703
TOTAL ESTIMATED REVENUES		509,959	524,650	564,058	570,703	570,703	570,703
APPROPRIATIONS							
Dept 000							
230-000-415.000	CHARGE BACK TAXES	1,175	1,000	284	1,025	1,025	1,025
230-000-807.000	AUDIT FEES						
230-000-826.000	LEGAL FEES						
230-000-872.000	BUS SERVICE	457,888	485,000	482,973	497,071	497,071	497,071
230-000-969.000	COST ALLOCATION	2,632	4,507	4,507	4,165	4,165	4,165
230-000-975.000	BUILDINGS AND IMPROVEMENTS				20,000	20,000	20,000
Totals for dept 000 -		461,695	490,507	487,764	522,261	522,261	522,261
TOTAL APPROPRIATIONS		461,695	490,507	487,764	522,261	522,261	522,261
NET OF REVENUES/APPROPRIATIONS - FUND 230		48,264	34,143	76,294	48,442	48,442	48,442
BEGINNING FUND BALANCE		830,155	878,418	878,418	954,712	954,712	954,712
ENDING FUND BALANCE		878,419	912,561	954,712	1,003,154	1,003,154	1,003,154

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Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
Fund 232 - TREE MITIGATION FUND							
ESTIMATED REVENUES							
Dept 000							
232-000-665.000	INTEREST EARNINGS	3,843	4,500	7,934	4,613	4,613	4,613
232-000-675.000	DONATIONS FROM PRIVATE SOURCES						
Totals for dept 000 -		3,843	4,500	7,934	4,613	4,613	4,613
TOTAL ESTIMATED REVENUES		3,843	4,500	7,934	4,613	4,613	4,613
APPROPRIATIONS							
Dept 000							
232-000-823.000	CONTRACTED SERVICES	1,335	40,000		41,000	41,000	41,000
232-000-955.000	COST ALLOCATION	259	265	265	272	272	272
232-000-956.000	MISCELLANEOUS						
Totals for dept 000 -		1,594	40,265	265	41,272	41,272	41,272
TOTAL APPROPRIATIONS		1,594	40,265	265	41,272	41,272	41,272
NET OF REVENUES/APPROPRIATIONS - FUND 232		2,249	(35,765)	7,669	(36,659)	(36,659)	(36,659)
BEGINNING FUND BALANCE		222,770	225,018	225,018	232,687	232,687	232,687
ENDING FUND BALANCE		225,019	189,253	232,687	196,028	196,028	196,028

# Open Space Land Preservation

## Department Description and Purpose

The Farmland and Open Space Preservation Program utilizes Scio’s dedicated millage for land preservation by identifying priority properties, soliciting and evaluating applications, seeking matching funds and making recommendations to the Board of Trustees for the purchase of land and perpetual conservation easements.

## Budget Highlights

The Program has been in operation since voters first approved the millage in November 2004. There are 20 years of data on which to rely. The Land Preservation Commission proposes that the FY 24 expenditures budget be carried over (i.e., no increase) as those numbers continue to be solid for the program’s activities. All available revenues are identified.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$740,829	\$760,444
<i>Total Expenditures</i>	\$80,333	\$2,644,158
<i>Change in Fund Balance</i>	\$660,496	(\$1,883,714)
<i>Ending Fund Balance</i>	\$2,587,112	\$703,398
<i>Total Positions</i>	0	0

## 2024/25 Goals and Performance Measures

Close 2-4 purchases (land or easements)  
Stay under budget!

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
Fund 233 - OPEN SPACE LAND PRESERVATION							
ESTIMATED REVENUES							
Dept 000							
233-000-402.000	REAL PROPERTY TAXES	634,432	669,920	680,223	717,874	717,874	717,874
233-000-404.000	RETURNED CAPTURED TAXES						
233-000-410.000	PERSONAL PROPERTY TAX REVENUE	30,977	32,000	28,345	33,600	33,600	33,600
233-000-416.000	PY TAX ADJUSTMENTS						
233-000-432.000	PILT - PAYMENT IN LIEU OF TAXES		100	113	103	103	103
233-000-445.000	INTEREST & PENALTIES ON TAXES	144	150	200	154	154	154
233-000-502.000	FEDERAL GRANT REVENUE	868,550					
233-000-540.000	STATE GRANTS	760,200					
233-000-573.000	STATE PPT REIMBURSEMENT	8,430	6,000	12,062	6,150	6,150	6,150
233-000-582.000	CONTRIBUTIONS FROM LOCAL UNITS	856,726					
233-000-644.000	MISCELLANEOUS REVENUE	14,000					
233-000-665.000	INTEREST EARNINGS	3,887	2,500	15,360	2,563	2,563	2,563
233-000-667.000	RENT INCOME						
233-000-687.000	REFUNDS & REBATES	75,000		4,526			
233-000-693.100	SALE OF LAND						
233-000-696.000	BOND SALE PROCEEDS						
233-000-699.000	ACTIVITY TRANSFER - IN						
Totals for dept 000 -		3,252,346	710,670	740,829	760,444	760,444	760,444
TOTAL ESTIMATED REVENUES		3,252,346	710,670	740,829	760,444	760,444	760,444
APPROPRIATIONS							
Dept 000							
233-000-415.000	CHARGE BACK TAXES	1,792	2,000	387	2,000	2,000	2,000
233-000-726.000	TOOLS & SUPPLIES		200		200	200	200
233-000-730.000	DATA PROCESSING						
233-000-807.000	AUDIT FEES						
233-000-817.000	CONSULTANT FEES	2,100	5,000	3,340	5,000	5,000	5,000
233-000-823.000	CONTRACTED SERVICES	30,401	40,000	29,311	40,000	40,000	40,000
233-000-826.000	LEGAL FEES	10,679	30,000	7,688	30,000	30,000	30,000
233-000-870.000	TRAVEL EXP						
233-000-901.000	ADVERTISING						
233-000-904.000	PRINTING		500		500	500	500
233-000-956.000	MISCELLANEOUS		1,000		1,000	1,000	1,000
233-000-958.000	MEMBERSHIP & DUES		100		100	100	100
233-000-960.000	EDUCATION & CONFERENCES						
233-000-969.000	COST ALLOCATION	7,513	26,832	26,832	24,648	24,648	24,648
233-000-971.000	LAND/EASEMENT	2,969,507	1,250,000		2,480,710	2,480,710	2,480,710
233-000-971.100	LAND/EASEMENT ACQUISITION COST	8,744	60,000	12,775	60,000	60,000	60,000
233-000-980.000	EQUIPMENT						
Totals for dept 000 -		3,030,736	1,415,632	80,333	2,644,158	2,644,158	2,644,158
TOTAL APPROPRIATIONS		3,030,736	1,415,632	80,333	2,644,158	2,644,158	2,644,158
NET OF REVENUES/APPROPRIATIONS - FUND 233		221,610	(704,962)	660,496	(1,883,714)	(1,883,714)	(1,883,714)
BEGINNING FUND BALANCE		1,705,007	1,926,616	1,926,616	2,587,112	2,587,112	2,587,112
ENDING FUND BALANCE		1,926,617	1,221,654	2,587,112	703,398	703,398	703,398



# American Rescue Plan Act

## Department Description and Purpose

In the 2021 and 2022 calendar years the Township received \$1,883,294.94 from the Federal Government under the American Rescue Plan Act (ARPA). The specific grant program for municipalities was the Coronavirus Local Fiscal Recovery Fund. The final \$520k of money received for this Act has been spent in FYE 2024-25 to cover part of the WCRC contract in the coming year.

## Budget Highlights

The final \$520k of money received for this Act has been spent in FYE 2024-25 to cover part of the WCRC contract in the coming year.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$51,834	\$520,000
<i>Total Expenditures</i>	\$0	\$520,000
<i>Change in Fund Balance</i>	\$51,834	\$0
<i>Ending Fund Balance</i>	\$71,089	\$71,089
<i>Total Positions</i>	0	0

## 2024/25 Goals and Performance Measures

N/A

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Fund 285 - AMERICAN RESCUE PLAN ACT							
ESTIMATED REVENUES							
Dept 000							
285-000-528.000	OTHER FEDERAL GRANTS		1,623,294		520,000	520,000	520,000
285-000-665.000	INTEREST EARNINGS	18,909	2,500	15,468			
285-000-669.000	INVESTMENT GAINS AND LOSSES		26,000	36,366			
Totals for dept 000 -		18,909	1,651,794	51,834	520,000	520,000	520,000
TOTAL ESTIMATED REVENUES		18,909	1,651,794	51,834	520,000	520,000	520,000
APPROPRIATIONS							
Dept 000							
285-000-995.000	ACTIVITY TRANSFER - OUT		1,623,294		520,000	520,000	520,000
Totals for dept 000 -			1,623,294		520,000	520,000	520,000
TOTAL APPROPRIATIONS			1,623,294		520,000	520,000	520,000
NET OF REVENUES/APPROPRIATIONS - FUND 285		18,909	28,500	51,834			
BEGINNING FUND BALANCE		346	19,255	19,255	71,089	71,089	71,089
ENDING FUND BALANCE		19,255	47,755	71,089	71,089	71,089	71,089

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Fund 403 - EAST DELHI BRIDGE MAINTENANCE FUND							
ESTIMATED REVENUES							
Dept 000							
403-000-453.000	DELHI BRIDGE SAD	4,999	4,999	4,999	4,999	4,999	4,999
403-000-665.000	INTEREST EARNINGS	305	75	162			
403-000-699.000	ACTIVITY TRANSFER - IN		26,412	26,412			
Totals for dept 000 -		5,304	31,486	31,573	4,999	4,999	4,999
TOTAL ESTIMATED REVENUES		5,304	31,486	31,573	4,999	4,999	4,999
APPROPRIATIONS							
Dept 000							
403-000-415.000	CHARGE BACK TAXES						
403-000-823.000	CONTRACTED SERVICES	85,658					
403-000-956.000	MISCELLANEOUS						
403-000-969.000	COST ALLOCATION	801	1,696				
403-000-995.000	ACTIVITY TRANSFER - OUT				9,404	9,404	9,075
Totals for dept 000 -		86,459	1,696		9,404	9,404	9,075
TOTAL APPROPRIATIONS		86,459	1,696		9,404	9,404	9,075
NET OF REVENUES/APPROPRIATIONS - FUND 403		(81,155)	29,790	31,573	(4,405)	(4,405)	(4,076)
BEGINNING FUND BALANCE		55,389	(25,766)	(25,766)	5,807	5,807	5,807
ENDING FUND BALANCE		(25,766)	4,024	5,807	1,402	1,402	1,731

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Fund 431 - FIRE STATION CAPITAL PROJECT							
ESTIMATED REVENUES							
Dept 000							
431-000-665.000	INTEREST EARNINGS	44		771			
431-000-699.000	ACTIVITY TRANSFER - IN	80,902					
Totals for dept 000 -		80,946		771			
TOTAL ESTIMATED REVENUES		80,946		771			
APPROPRIATIONS							
Dept 000							
431-000-817.000	CONSULTANT FEES						
431-000-821.000	ENGINEERING FEES						
431-000-823.000	CONTRACTED SERVICES						
431-000-940.000	RENT						
431-000-975.000	BUILDINGS AND IMPROVEMENTS	105,476					
431-000-980.000	EQUIPMENT						
431-000-995.000	ACTIVITY TRANSFER - OUT					58,690	58,690
Totals for dept 000 -		105,476				58,690	58,690
TOTAL APPROPRIATIONS		105,476				58,690	58,690
NET OF REVENUES/APPROPRIATIONS - FUND 431		(24,530)		771		(58,690)	(58,690)
BEGINNING FUND BALANCE		82,646	58,115	58,115	58,886	58,886	58,886
ENDING FUND BALANCE		58,116	58,115	58,886	58,886	196	196

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Fund 445 - PUBLIC IMPROVEMENT FUND							
ESTIMATED REVENUES							
Dept 000							
445-000-452.010	PUBLIC IMPROVE -COUNTRY FRENCH						
445-000-452.020	PUBLIC IMPROVE - POLO FIELDS						
445-000-452.030	PUBLIC IMPROVE - ARBOR POINT						
445-000-551.000	STATE - RIGHT OF WAY FUNDS	19,769	19,700	13,348	20,193	20,193	20,193
445-000-665.000	INTEREST EARNINGS	9,413	10,000	17,986	10,250	10,250	10,250
445-000-675.000	DONATIONS FROM PRIVATE SOURCES						
445-000-687.000	REFUNDS & REBATES						
445-000-693.100	SALE OF LAND						
445-000-699.000	ACTIVITY TRANSFER - IN						
Totals for dept 000 -		29,182	29,700	31,334	30,443	30,443	30,443
TOTAL ESTIMATED REVENUES		29,182	29,700	31,334	30,443	30,443	30,443
APPROPRIATIONS							
Dept 000							
445-000-807.000	AUDIT FEES						
445-000-817.000	CONSULTANT FEES						
445-000-823.000	CONTRACTED SERVICES						
445-000-826.000	LEGAL FEES						
445-000-901.000	ADVERTISING						
445-000-932.000	GROUPS MAINTENANCE	51,800	60,000	46,360	61,500	61,500	61,500
445-000-938.000	RIGHT OF WAY IMPROVEMENTS						
445-000-940.000	RENT						
445-000-956.000	MISCELLANEOUS						
445-000-959.000	PUBLIC CONTRIBUTIONS						
445-000-969.000	COST ALLOCATION	919	1,394	1,394	768	768	768
445-000-980.000	EQUIPMENT						
445-000-995.000	ACTIVITY TRANSFER - OUT						
Totals for dept 000 -		52,719	61,394	47,754	62,268	62,268	62,268
TOTAL APPROPRIATIONS		52,719	61,394	47,754	62,268	62,268	62,268
NET OF REVENUES/APPROPRIATIONS - FUND 445		(23,537)	(31,694)	(16,420)	(31,825)	(31,825)	(31,825)
BEGINNING FUND BALANCE		437,599	414,062	414,062	397,642	397,642	397,642
ENDING FUND BALANCE		414,062	382,368	397,642	365,817	365,817	365,817

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
Fund 446 - TWP ROAD IMPROVEMENT REVOLVING FUND							
ESTIMATED REVENUES							
Dept 000							
446-000-452.050	ROAD SAD - JACKSON PLAZA						
446-000-452.060	ROAD SAD - APRIL DRIVE						
446-000-665.000	INTEREST EARNINGS	802	1,000	1,883	1,025	1,025	1,025
446-000-665.672	INTEREST ON ASSESSMENTS						
446-000-674.494	CONTRIBUTIONS-DDA						
446-000-675.000	DONATIONS FROM PRIVATE SOURCES						
446-000-699.000	ACTIVITY TRANSFER - IN						
Totals for dept 000 -		802	1,000	1,883	1,025	1,025	1,025
TOTAL ESTIMATED REVENUES		802	1,000	1,883	1,025	1,025	1,025
APPROPRIATIONS							
Dept 000							
446-000-803.000	ROADS - COUNTY CONTRACT						
446-000-807.000	AUDIT FEES						
446-000-956.000	MISCELLANEOUS						
446-000-969.000	COST ALLOCATION	801	1,696	1,837			
446-000-972.001	CONSTRUCTION - ROADS		25,000		25,625	25,625	
Totals for dept 000 -		801	26,696	1,837	25,625	25,625	
TOTAL APPROPRIATIONS		801	26,696	1,837	25,625	25,625	
NET OF REVENUES/APPROPRIATIONS - FUND 446		1	(25,696)	46	(24,600)	(24,600)	1,025
BEGINNING FUND BALANCE		142,829	142,829	142,829	142,875	142,875	142,875
ENDING FUND BALANCE		142,830	117,133	142,875	118,275	118,275	143,900

# Downtown Development Authority

## Department Description and Purpose

The Downtown Development Authority (DDA) was created in 1988 because of 1) the need to address future of Jackson Road, 2) the need for water/sewer utilities prompted by pollution from Gelman Sciences. The DDA is a quasi-independent entity that develops its own budget which is approved by the Board of Trustees. The DDA is primarily funded through Tax Increment Financing (TIF). TIF captures a portion of some, not all, new property taxes in the DDA development area above a 1988 baseline. The DDA may use these funds for eligible projects within the DDA district along the Jackson Road corridor.

The Jackson Road boulevard and utilities remain the primary project of the DDA. The Jackson Road project was done in partnership with the Washtenaw County Road Commission. The costs included engineering, land acquisition, construction of the road and sidewalks, construction of the utility infrastructure, landscaping the medians, etc. The scope of the project extends from Wagner Road to Dino Drive, west of Baker Road. Another segment was contemplated. If built, Phase IV would extend the Jackson Road boulevard west to Parker Road. There are no current plans to proceed with Phase IV.

## Budget Highlights

The DDA fund balance appears to be larger than it is because the Jackson Boulevard infrastructure is counted as an asset. Actual revenues for 2022-23 were approximately \$2.6M. Bonds were issued to pay for the Jackson Road project. The DDA payment of the bond debt is a significant annual expenditure. If the DDA were unable to pay the bond payment, then that liability would fall to Scio Township. Partly for this reason, the DDA maintains a fund balance.

A component of the DDA budget is a pass-through EGLE grant for the Brownfield clean-up project at the HOMES campus on Jackson Plaza. This project is nearing completion.

In addition to bond payments and administrative costs, the DDA has the following project areas within the DDA district:

- **Road Improvements** - including repaving of Jackson Boulevard and its side streets
- **Landscaping** - including tree planting and signage on the Jackson Boulevard medians
- **Pedestrian Improvements** - including crosswalks, bus stops, and sidewalks
- **Parks and Recreation Improvements** – including park amenities and the pathway network

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$2,337,646	\$2,825,961
<i>Total Expenditures</i>	\$314,367	\$1,769,889
<i>Change in Net Position</i>	\$2,023,279	\$1,056,072
<i>Ending Net Position</i>	\$22,843,876	\$23,899,948
<i>Total Positions</i>	0	0

## 2024/25 Goals and Performance Measures

- Make annual bond payments for the Jackson Road project
- Phase 1 of Jackson Road landscaping final elements complete
- Phase 2 of Jackson Road landscaping commence and complete
- Partner with WCRC to repave a Jackson Boulevard side road (e.g. Dino Drive)
- Partner with Scio to add amenities to Township Hall Park



BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
Fund 494 - DDA CAPITAL PROJECTS FUND							
ESTIMATED REVENUES							
Dept 000							
494-000-400.000	BOND ISSUANCE FEES						
494-000-405.000	CURRENT TIR INCOME	1,967,287	1,850,000	2,098,922	2,010,961	2,010,961	2,010,961
494-000-405.100	TIR RECEIVED FROM SCHOOLS						
494-000-540.000	STATE GRANTS	79,378	600,000	33,437	600,000	600,000	600,000
494-000-573.000	STATE PPT REIMBURSEMENT	123,977	124,000	134,251	135,000	135,000	135,000
494-000-665.000	INTEREST EARNINGS	23,210	25,000	71,036	80,000	80,000	80,000
494-000-665.672	INTEREST ON ASSESSMENTS						
494-000-675.000	DONATIONS FROM PRIVATE SOURCES	30,000					
494-000-687.000	REFUNDS & REBATES						
494-000-696.000	BOND SALE PROCEEDS						
Totals for dept 000 -		2,223,852	2,599,000	2,337,646	2,825,961	2,825,961	2,825,961
TOTAL ESTIMATED REVENUES		2,223,852	2,599,000	2,337,646	2,825,961	2,825,961	2,825,961
APPROPRIATIONS							
Dept 000							
494-000-415.000	CHARGE BACK TAXES		5,000	329	5,000	5,000	5,000
494-000-706.000	FULL TIME EMPLOYEES SALARIES	9,300	9,300	9,300	9,300	9,300	
494-000-709.000	EMPLOYEES BOND EXPENSE	125	125	(125)			
494-000-717.000	INSURANCE	4,686	4,700	5,036	5,100	5,100	5,100
494-000-726.300	OFFICE SUPPLIES	134	200		200	200	200
494-000-728.000	POSTAGE						
494-000-807.000	AUDIT FEES		5,500		5,600	5,600	
494-000-817.000	CONSULTANT FEES	2,946	100,000	500	100,000	100,000	100,000
494-000-821.000	ENGINEERING FEES						
494-000-821.100	ENGINEERING FEES - ROADS						
494-000-825.000	LANDSCAPING		125,000	143,900	200,000	200,000	200,000
494-000-826.000	LEGAL FEES	975	3,000	1,090	5,000	5,000	5,000
494-000-870.000	GRANT ACQUISITION - TRAVEL EXP						
494-000-901.000	ADVERTISING						
494-000-904.000	PRINTING						
494-000-956.000	MISCELLANEOUS	40	200		200	200	200
494-000-958.000	MEMBERSHIP & DUES	5,000	5,000	5,000	5,000	5,000	5,000
494-000-967.000	PROJECT COST - BROWNFIELD	79,378	600,000	15,434	600,000	600,000	600,000
494-000-968.000	DEPRECIATION EXPENSE	877,057	880,000				
494-000-969.000	COST ALLOCATION				24,289	24,289	24,289
494-000-971.000	LAND/EASEMENT						
494-000-971.100	LAND/EASEMENT ACQUISITION COST						
494-000-972.001	CONSTRUCTION - ROADS		117,600	9,000	500,000	500,000	500,000
494-000-972.022	CONSTRUCTION - WATER						
494-000-980.000	EQUIPMENT						
494-000-986.000	PUBLIC PROJECTS				250,000	250,000	250,000
494-000-993.000	DEBT RETIREMENT - INTEREST	146,339	120,000	124,403	74,600	74,600	74,600
494-000-994.000	PAYING AGENT FEES	500	500	500	500	500	500
494-000-995.000	ACTIVITY TRANSFER - OUT						
Totals for dept 000 -		1,126,480	1,976,125	314,367	1,784,789	1,784,789	1,769,889
TOTAL APPROPRIATIONS		1,126,480	1,976,125	314,367	1,784,789	1,784,789	1,769,889
NET OF REVENUES/APPROPRIATIONS - FUND 494		1,097,372	622,875	2,023,279	1,041,172	1,041,172	1,056,072
BEGINNING FUND BALANCE		19,723,224	20,820,597	20,820,597	22,843,876	22,843,876	22,843,876
ENDING FUND BALANCE		20,820,596	21,443,472	22,843,876	23,885,048	23,885,048	23,899,948

# Utility Department - Sewer

**Department Description and Purpose**

Utility Department- To provide excellent sewer service to Scio Township Customers.

**Budget Highlights**

Sewer Cleaning- 250k, Pump Main- 15k, Meter Study- 150k, H2s- 25k, Engineer Stand -12,225k, GIS- 20k, Meter Rep.- 200k, Vehicles- 60k, Pump Sta Fence/Camera- 50k, New Pump Sta Gen Engineer Work- 30k. New Field Tech- 27k

Consideration- \$294k in Uncollected Dev. Funds and New Budget not offset by adjusted RTS fees and increase in water/sewer rates. May need to amend 24-25 budget after adjusting RTS fees and Water/Sewer rates.

**Revenue, Expenditure and Position Summary**

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$5,169,032	\$4,358,775
<i>Total Expenditures</i>	\$3,944,137	\$5,161,305
<i>Change in Net Position</i>	\$1,224,895	(\$802,530)
<i>Ending Net Position</i>	\$30,413,227	\$29,610,697
<i>Total Positions</i>	5 FTE	6 FTE

**2024/25 Goals and Performance Measures**

To see approved capital improvement projects get done and plan for future work based off of results where applicable.

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
Fund 590 - SEWER FUND							
ESTIMATED REVENUES							
Dept 000							
590-000-478.000	SITE INSPECTIONS						
590-000-607.018	CONSTRUCTION INSPECTION FEES	515,163	600,000	10,790	615,000	615,000	615,000
590-000-607.021	CONNECTION FEES	771,567	350,000	1,210,170	350,000	350,000	350,000
590-000-607.022	DISCHARGE ANALYSIS FEES			13,914			
590-000-626.000	USER FEES-CHARGES FOR SERVICE	2,519,342	2,800,000	2,790,396	2,870,000	2,870,000	2,870,000
590-000-626.200	READY TO SERVE CHARGES	296,223	300,000	296,673	307,500	307,500	307,500
590-000-626.300	OTHER CHARGES FOR SERVICES	615	1,000	12,789	1,025	1,025	1,025
590-000-626.400	CHARGES FOR METERS & SUPPLIES						
590-000-631.000	LATE PENALTY	29,440	30,000	31,560	30,750	30,750	30,750
590-000-632.000	SURCHARGES						
590-000-646.000	ENGINEERING PLAN REVIEW						
590-000-665.000	INTEREST EARNINGS	387,672	150,000	659,121	153,750	153,750	153,750
590-000-665.100	INTEREST EARNINGS ON DELINQUENT ACCOUNTS						
590-000-669.000	INVESTMENT GAINS AND LOSSES		30,000	139,421	30,750	30,750	30,750
590-000-675.000	DONATIONS FROM PRIVATE SOURCES						
590-000-687.000	REFUNDS & REBATES	151		4,198			
590-000-693.000	SALE OF ASSETS						
590-000-695.000	CONTRIBUTED CAPITAL-DEVELOPER						
Totals for dept 000 -		4,520,173	4,261,000	5,169,032	4,358,775	4,358,775	4,358,775
TOTAL ESTIMATED REVENUES		4,520,173	4,261,000	5,169,032	4,358,775	4,358,775	4,358,775
APPROPRIATIONS							
Dept 000							
590-000-704.000	OVERTIME				5,000	5,000	5,000
590-000-706.000	FULL TIME EMPLOYEES SALARIES	145,132	158,469	154,078	237,470	208,282	208,282
590-000-707.000	PART TIME EMPLOYEES SALARIES	11,862	14,037	5,447			
590-000-708.000	PAY CONTINGENCY						
590-000-715.000	F.I.C.A.	12,000	12,531	12,143	18,549	16,316	16,316
590-000-717.000	INSURANCE	5,708	6,000	7,886	8,000	8,000	8,000
590-000-718.000	WORKERS' COMP INSURANCE	1,108	2,500	1,453	1,500	1,500	1,500
590-000-719.000	HEALTH INSURANCE	28,411	32,526	38,655	51,088	62,088	62,088
590-000-719.100	POST EMPLOYMENT HEALTH INSURANCE	(9,963)	5,733	37,313	8,311	7,290	7,290
590-000-720.000	LIFE INSURANCE	494	507	405	413	390	390
590-000-721.000	UNEMPLOYMENT INSURANCE						
590-000-722.000	PENSION	47,792	27,180	44,942	50,265	49,351	49,351
590-000-723.000	EMPLOYEE REIMBURSED HEALTH	2,255	5,000	2,528	2,200	2,200	2,200
590-000-724.000	LONG TERM DISABILITY	1,221	1,314	1,401	2,707	1,700	1,700
590-000-724.100	SHORT TERM DISABILITY	868	892	867	1,642	1,200	1,200
590-000-726.000	TOOLS & SUPPLIES	644	6,000	4,169	6,150	6,150	6,150
590-000-726.100	SAFETY SUPPLIES	255	2,000	500	2,050	2,050	2,050
590-000-726.200	COVID 19 COST						
590-000-726.300	OFFICE SUPPLIES	544	1,000	2,043	7,875	7,875	7,875
590-000-728.000	POSTAGE	2,614	3,000	2,568	3,075	3,075	3,075
590-000-730.000	DATA PROCESSING			85			
590-000-807.000	AUDIT FEES						
590-000-817.000	CONSULTANT FEES	9,127	5,000		5,125	5,125	5,125
590-000-821.000	ENGINEERING FEES	9,130	20,000	13,087	50,000	50,000	50,000
590-000-821.001	ENGINEERING FEES - DEPOSITS	151,679	200,000	62,021	205,000	205,000	205,000
590-000-821.002	ENGINEERING - DEPOSIT STORM	360,424	375,000	227,581	384,375	384,375	384,375
590-000-823.000	CONTRACTED SERVICES	2,106	5,000	3,570	5,125	5,125	5,125
590-000-826.000	LEGAL FEES		1,000	263	1,025	1,025	1,025
590-000-831.000	MISS DIG	1,149	1,750	1,833	1,794	1,794	1,794
590-000-861.000	FUEL & LUBES	4,236	5,000	4,371	5,125	5,125	5,125
590-000-861.100	EQUIPMENT FUEL & LUBES		1,000	1,546	1,025	1,025	1,025
590-000-901.000	ADVERTISING	5,239	1,000	295	1,025	1,025	1,025
590-000-902.000	PUBLICATIONS		350		359	359	359
590-000-904.000	PRINTING	1,465	1,750	2,189	1,794	1,794	1,794
590-000-920.000	TELEPHONE	3,075	4,000	3,961	5,000	5,000	5,000
590-000-921.000	ELECTRIC	41,300	40,000	42,122	41,000	41,000	41,000
590-000-923.000	GAS	795	2,000	778	2,050	2,050	2,050
590-000-924.000	ANN ARBOR SYSTEM USE CHARGES	2,025,010	2,750,000	2,977,756	2,818,750	2,818,750	2,818,750
590-000-924.100	ANN ARBOR SEWAGE SURCHARGES						
590-000-931.000	BUILDING MAINTENANCE		1,500	175	5,000	5,000	5,000
590-000-932.000	GROUNDS MAINTENANCE		1,500	1,120	10,000	10,000	10,000
590-000-934.000	EQUIPMENT REPAIR & MAINTENANCE	31,450	50,000	36,416	66,250	66,250	66,250
590-000-935.000	SYSTEM REPAIRS	4,565	130,000	21,250	133,250	133,250	133,250

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23	2023-24	2023-24	2024-25	2024-25	2024-25
		ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 03/31/24	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET
590-000-935.100	SYSTEM REPAIRS - LIBERTY	17,019	35,000	13,497	35,875	35,875	35,875
590-000-936.000	ORDER CONTROL	34,522	30,000	25,010	30,750	30,750	30,750
590-000-939.000	TRUCK MAINTENANCE	2,396	5,000	4,492	5,125	5,125	5,125
590-000-940.000	RENT						
590-000-940.001	EQUIPMENT RENTAL	4,747	5,000	10,786	5,125	5,125	5,125
590-000-956.000	MISCELLANEOUS	622	500	458	513	513	513
590-000-958.000	MEMBERSHIP & DUES	468	1,000	1,440	1,025	1,025	1,025
590-000-960.000	EDUCATION & CONFERENCES	573	1,500	265	5,000	5,000	5,000
590-000-963.000	EXPENSE ACCOUNT	309	1,500	12,134	1,538	1,538	1,538
590-000-968.000	DEPRECIATION EXPENSE	466,007	500,000				
590-000-968.100	BOND ISSUANCE AMORTIZATION						
590-000-969.000	COST ALLOCATION	165,004	159,238	159,238	223,124	210,815	210,815
590-000-971.000	LAND						
590-000-973.000	CAPITAL OUTLAY - SEWER SYSTEMS				710,000	710,000	710,000
590-000-976.000	LOSS ON DISPOSAL OF ASSETS						
590-000-980.000	EQUIPMENT		150,000		30,000	30,000	30,000
590-000-993.000	DEBT RETIREMENT - INTEREST						
590-000-994.000	PAYING AGENT FEES						
590-000-995.000	ACTIVITY TRANSFER - OUT						
Totals for dept 000 -		3,593,362	4,763,277	3,944,137	5,197,442	5,161,305	5,161,305
TOTAL APPROPRIATIONS		3,593,362	4,763,277	3,944,137	5,197,442	5,161,305	5,161,305
NET OF REVENUES/APPROPRIATIONS - FUND 590		926,811	(502,277)	1,224,895	(838,667)	(802,530)	(802,530)
BEGINNING FUND BALANCE		28,261,517	29,188,332	29,188,332	30,413,227	30,413,227	30,413,227
ENDING FUND BALANCE		29,188,328	28,686,055	30,413,227	29,574,560	29,610,697	29,610,697

# Utility Department - Water

## Department Description and Purpose

To provide excellent water service to Scio Township residents

## Budget Highlights

Truck- 60k, Meters- 200k, Liberty Watermain- 45k, Water Reliability- 50k, Line Inventory- 53k, GIS- 20k, Engineer Standards- 12,225k, Pump Main- 17k, Water Tower- 310k, Air Compressor- 30k, Security Cameras- 30k. New Field Tech Pos: 27k

Consideration, \$440,000 in uncollected development funds. New RTS fees and water/sewer rates not accounted for. May need to revise budget after the fee schedule is revised.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$4,885,874	\$3,983,255
<i>Total Expenditures</i>	\$3,576,797	\$4,785,338
<i>Change in Net Position</i>	\$1,309,077	(\$802,083)
<i>Ending Net Position</i>	\$21,031,631	\$20,229,548
<i>Total Positions</i>	5 FTE	6 FTE

## 2024/25 Goals and Performance Measures

To see approved capital improvement projects get done and plan for future work based off of results where applicable.

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
Fund 591 - WATER FUND							
ESTIMATED REVENUES							
Dept 000							
591-000-478.000	SITE INSPECTIONS						
591-000-607.018	CONSTRUCTION INSPECTION FEES	155,631		2,399			
591-000-607.020	METER FEES	908	20,000	50	1,000	1,000	1,000
591-000-607.021	CONNECTION FEES	686,864	400,000	772,984	400,000	400,000	400,000
591-000-626.000	USER FEES-CHARGES FOR SERVICE	2,423,762	2,500,000	2,920,096	2,562,500	2,562,500	2,562,500
591-000-626.100	USER FEES - DEBT	498,605	450,000	502,873	461,250	461,250	461,250
591-000-626.200	READY TO SERVE CHARGES	298,512	300,000	302,779	307,500	307,500	307,500
591-000-626.300	OTHER CHARGES FOR SERVICES	4,379	5,000	16,952	5,125	5,125	5,125
591-000-626.400	CHARGES FOR METERS & SUPPLIES	12,183	25,000	19,709	25,625	25,625	25,625
591-000-631.000	LATE PENALTY	33,288	30,000	41,185	30,750	30,750	30,750
591-000-646.000	ENGINEERING PLAN REVIEW						
591-000-665.000	INTEREST EARNINGS	130,628	30,000	115,709	30,750	30,750	30,750
591-000-665.100	INTEREST EARNINGS ON DELINQUENT ACCOUNTS		1,000		1,025	1,025	1,025
591-000-667.000	RENT INCOME	2,000	30,000	40,320	30,750	30,750	24,480
591-000-669.000	INVESTMENT GAINS AND LOSSES		130,000	145,677	133,250	133,250	133,250
591-000-675.000	DONATIONS FROM PRIVATE SOURCES						
591-000-687.000	REFUNDS & REBATES	245		5,141			
591-000-693.000	SALE OF ASSETS						
591-000-695.000	CONTRIBUTED CAPITAL-DEVELOPER	1,000,000					
591-000-699.000-GELMAN_CLEA	ACTIVITY TRANSFER - IN						
Totals for dept 000 -		5,247,005	3,921,000	4,885,874	3,989,525	3,989,525	3,983,255
TOTAL ESTIMATED REVENUES		5,247,005	3,921,000	4,885,874	3,989,525	3,989,525	3,983,255
APPROPRIATIONS							
Dept 000							
591-000-415.000	CHARGE BACK TAXES						
591-000-704.000	OVERTIME				25,000	25,000	25,000
591-000-706.000	FULL TIME EMPLOYEES SALARIES	156,921	158,469	156,961	237,470	208,282	208,282
591-000-707.000	PART TIME EMPLOYEES SALARIES	2,061	14,037	5,447			
591-000-708.000	PAY CONTINGENCY						
591-000-715.000	F.I.C.A.	12,151	12,531	12,359	20,079	17,846	17,846
591-000-717.000	INSURANCE	10,615	11,000	14,290	14,290	14,290	14,290
591-000-718.000	WORKERS' COMP INSURANCE	1,108	2,500	1,453	1,500	1,500	1,500
591-000-719.000	HEALTH INSURANCE	28,411	32,526	38,655	51,088	62,088	62,088
591-000-719.100	POST EMPLOYMENT HEALTH INSURANCE	(9,962)	5,733	37,413	8,311	7,290	7,290
591-000-720.000	LIFE INSURANCE	494	507	404	413	390	390
591-000-721.000	UNEMPLOYMENT INSURANCE						
591-000-722.000	PENSION	47,819	40,500	44,979	50,265	49,351	49,351
591-000-723.000	EMPLOYEE REIMBURSED HEALTH	2,255	5,000	2,528	2,200	2,200	2,200
591-000-724.000	LONG TERM DISABILITY	1,221	1,314	1,401	2,707	1,700	1,700
591-000-724.100	SHORT TERM DISABILITY	867	892	866	1,642	1,200	1,200
591-000-726.000	TOOLS & SUPPLIES	1,556	7,000	12,085	10,000	10,000	10,000
591-000-726.100	SAFETY SUPPLIES	255	2,000	379	2,050	2,050	2,050
591-000-726.200	COVID 19 COST						
591-000-726.300	OFFICE SUPPLIES	544	2,500	2,043	7,938	7,938	7,938
591-000-726.600	METER SUPPLIES	43,155	87,500	153,315	20,000	20,000	20,000
591-000-728.000	POSTAGE	2,614	3,500	3,737	3,588	3,588	3,588
591-000-730.000	DATA PROCESSING			90	100	100	100
591-000-807.000	AUDIT FEES						
591-000-817.000	CONSULTANT FEES			500			
591-000-821.000	ENGINEERING FEES	47,113	50,000	24,334	51,250	51,250	51,250
591-000-821.001	ENGINEERING FEES - DEPOSITS	155,243	35,000	129,256	80,000	80,000	80,000
591-000-823.000	CONTRACTED SERVICES	26,551	40,000	20,744	41,000	41,000	41,000
591-000-826.000	LEGAL FEES	468	5,000	263	5,125	5,125	5,125
591-000-831.000	MISS DIG	1,149	1,500	1,833	1,538	1,538	1,538
591-000-861.000	FUEL & LUBES	4,415	4,500	4,331	5,000	5,000	5,000
591-000-861.100	EQUIPMENT FUEL & LUBES	1,682	1,200	1,901	2,000	2,000	2,000
591-000-901.000	ADVERTISING	5,148	1,000	225	1,025	1,025	1,025
591-000-902.000	PUBLICATIONS		350		359	359	359
591-000-904.000	PRINTING	1,465	2,000	2,763	3,500	3,500	3,500
591-000-920.000	TELEPHONE	3,075	4,000	3,814	5,000	5,000	5,000
591-000-921.000	ELECTRIC	20,463	25,000	23,175	25,625	25,625	25,625
591-000-923.000	GAS	538	1,250	731	1,281	1,281	1,281
591-000-927.000	WATER PURCHASES	2,388,132	2,700,000	2,576,217	2,767,500	2,767,500	2,767,500
591-000-931.000	BUILDING MAINTENANCE		1,000	280	1,025	1,025	1,025
591-000-932.000	GROUNDS MAINTENANCE		9,000	8,700	9,225	9,225	9,225

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
591-000-934.000	EQUIPMENT REPAIR & MAINTENANCE	9,996	25,000	9,377	42,625	42,625	42,625
591-000-935.000	SYSTEM REPAIRS	7,900	210,000	17,395	100,000	100,000	100,000
591-000-937.000	HYDRANT REPAIRS & MAINTENANCE	5,994	7,500	10,275	15,000	15,000	15,000
591-000-939.000	TRUCK MAINTENANCE	2,396	5,000	4,492	5,125	5,125	5,125
591-000-940.000	RENT						
591-000-940.001	EQUIPMENT RENTAL	545	2,000	728	2,050	2,050	2,050
591-000-956.000	MISCELLANEOUS	622	1,000	458	1,025	1,025	1,025
591-000-958.000	MEMBERSHIP & DUES	4,454	5,000	5,682	5,125	5,125	5,125
591-000-960.000	EDUCATION & CONFERENCES	1,959	2,500	3,035	6,000	6,000	6,000
591-000-963.000	EXPENSE ACCOUNT	858	1,500	1,336	1,538	1,538	1,538
591-000-968.000	DEPRECIATION EXPENSE	359,114	475,000				
591-000-968.200	AMORTIZATION EXPENSE		167,000				
591-000-969.000	COST ALLOCATION	320,000	151,349	151,349	217,121	204,254	204,254
591-000-972.000	CAPITAL OUTLAY - WATER SYSTEM				880,000	880,000	880,000
591-000-993.000	DEBT RETIREMENT - INTEREST	95,417	85,200	85,198	87,330	87,330	87,330
591-000-994.000	PAYING AGENT FEES						
591-000-995.000	ACTIVITY TRANSFER - OUT						
Totals for dept 000 -		3,766,782	4,406,358	3,576,797	4,822,033	4,785,338	4,785,338
TOTAL APPROPRIATIONS		3,766,782	4,406,358	3,576,797	4,822,033	4,785,338	4,785,338
NET OF REVENUES/APPROPRIATIONS - FUND 591		1,480,223	(485,358)	1,309,077	(832,508)	(795,813)	(802,083)
BEGINNING FUND BALANCE		18,242,329	19,722,554	19,722,554	21,031,631	21,031,631	21,031,631
ENDING FUND BALANCE		19,722,552	19,237,196	21,031,631	20,199,123	20,235,818	20,229,548

# Special Assessment Funds

## Department Description and Purpose

The Township has set up road special assessment funds to cover the costs of road maintenance. Special assessments are assessed against the property owner for public improvements made that benefits the property owner.

## Budget Highlights

During FY 2024, \$1.6M was refunded to tax payers.

The Special Assessment funds have long-term receivables that cannot yet be recognized as revenue per Generally Accepted Accounting Principles. The reported "deficit" will be rectified as that revenue is collected.

## Revenue, Expenditure and Position Summary

	<b>2023-24 Final</b>	<b>2024-25 Budget</b>
<i>Total Revenue</i>	\$239,441	\$196,839
<i>Total Expenditures</i>	\$1,722,744	\$49,440
<i>Change in Fund Balance</i>	(\$1,483,303)	\$147,399
<i>Ending Fund Balance</i>	(\$378,402)	(\$231,003)
<i>Total Positions</i>	0	0

## 2024/25 Goals and Performance Measures

Nothing to note



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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
Fund 806 - TOWNSHIP ROAD SAD							
ESTIMATED REVENUES							
Dept 000							
806-000-454.000	TOWNSHIP ROAD SAD	367,370					
806-000-665.000	INTEREST EARNINGS	27,176	10,000	4,010	10,250	10,250	
806-000-669.000	INVESTMENT GAINS AND LOSSES			50,913			
806-000-687.000	REFUNDS & REBATES						
806-000-699.000	ACTIVITY TRANSFER - IN						
Totals for dept 000 -		394,546	10,000	54,923	10,250	10,250	
TOTAL ESTIMATED REVENUES		394,546	10,000	54,923	10,250	10,250	
APPROPRIATIONS							
Dept 000							
806-000-415.000	CHARGE BACK TAXES						
806-000-726.300	OFFICE SUPPLIES						
806-000-728.000	POSTAGE						
806-000-803.000	ROADS - COUNTY CONTRACT	327,067	60,000		61,500	61,500	
806-000-807.000	AUDIT FEES						
806-000-817.000	CONSULTANT FEES						
806-000-821.000	ENGINEERING FEES	7,400		(7,400)			
806-000-823.000	CONTRACTED SERVICES						
806-000-826.000	LEGAL FEES						
806-000-901.000	ADVERTISING						
806-000-904.000	PRINTING						
806-000-964.000	REFUNDS AND REBATES		1,628,876	1,625,343			
806-000-969.000	COST ALLOCATION	801	141	141			
806-000-972.001	CONSTRUCTION - ROADS	9,970					
806-000-995.000	ACTIVITY TRANSFER - OUT						
Totals for dept 000 -		345,238	1,689,017	1,618,084	61,500	61,500	
TOTAL APPROPRIATIONS		345,238	1,689,017	1,618,084	61,500	61,500	
NET OF REVENUES/APPROPRIATIONS - FUND 806		49,308	(1,679,017)	(1,563,161)	(51,250)	(51,250)	
BEGINNING FUND BALANCE		1,585,708	1,635,016	1,635,016	71,855	71,855	71,855
ENDING FUND BALANCE		1,635,016	(44,001)	71,855	20,605	20,605	71,855

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
Fund 807 - 2013 ROAD SAD PROJECTS							
ESTIMATED REVENUES							
Dept 000							
807-000-400.000	BOND ISSUANCE FEES						
807-000-452.081	ROAD SAD - PARKLAND PLAZA	14,139					
807-000-452.082	ROAD SAD - ROSE DRIVE	6,050					
807-000-452.083	ROAD SAD - THE GLADE	5,835					
807-000-665.000	INTEREST EARNINGS	257		229			
807-000-665.672	INTEREST ON ASSESSMENTS	1,600					
807-000-675.000	DONATIONS FROM PRIVATE SOURCES						
807-000-687.000	REFUNDS & REBATES						
807-000-696.000	BOND SALE PROCEEDS						
Totals for dept 000 -		27,881		229			
TOTAL ESTIMATED REVENUES		27,881		229			
APPROPRIATIONS							
Dept 000							
807-000-807.000	AUDIT FEES						
807-000-826.000	LEGAL FEES						
807-000-901.000	ADVERTISING						
807-000-964.000	REFUNDS AND REBATES			31,090			
807-000-969.000	COST ALLOCATION	801	1,696	1,837			
807-000-972.003	CONSTRUCTION - PARKLAND PLAZA						
807-000-972.004	CONSTRUCTION - ROSE DRIVE						
807-000-972.005	CONSTRUCTION - THE GLADE						
807-000-991.000	DEBT RETIREMENT - PRINCIPAL	47,000	46,000	46,000			
807-000-993.000	DEBT RETIREMENT - INTEREST	3,378	1,121	1,120			
Totals for dept 000 -		51,179	48,817	80,047			
TOTAL APPROPRIATIONS		51,179	48,817	80,047			
NET OF REVENUES/APPROPRIATIONS - FUND 807		(23,298)	(48,817)	(79,818)			
BEGINNING FUND BALANCE		96,963	73,664	73,664	(6,154)	(6,154)	(6,154)
ENDING FUND BALANCE		73,665	24,847	(6,154)	(6,154)	(6,154)	(6,154)

BUDGET REPORT FOR SCIO TOWNSHIP  
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
Fund 808 - 2014 ROAD SAD PROJECTS							
ESTIMATED REVENUES							
Dept 000							
808-000-452.084	ROAD SAD - JACKSON INDUSTRI/INTERFACE	1,014	1,014	1,014	1,014	1,014	1,014
808-000-665.000	INTEREST EARNINGS	14	5	24	5	5	5
808-000-665.672	INTEREST ON ASSESSMENTS	122	50	61	51	51	51
808-000-699.000	ACTIVITY TRANSFER - IN						
Totals for dept 000 -		1,150	1,069	1,099	1,070	1,070	1,070
TOTAL ESTIMATED REVENUES		1,150	1,069	1,099	1,070	1,070	1,070
APPROPRIATIONS							
Dept 000							
808-000-807.000	AUDIT FEES						
808-000-969.000	COST ALLOCATION	801	1,696	1,837			
808-000-972.007	CONSTRUCTION-JACKSON INDUS/INTERFACE						
808-000-991.000	DEBT RETIREMENT - PRINCIPAL						
808-000-993.000	DEBT RETIREMENT - INTEREST						
Totals for dept 000 -		801	1,696	1,837			
TOTAL APPROPRIATIONS		801	1,696	1,837			
NET OF REVENUES/APPROPRIATIONS - FUND 808		349	(627)	(738)	1,070	1,070	1,070
BEGINNING FUND BALANCE		2,177	2,525	2,525	1,787	1,787	1,787
ENDING FUND BALANCE		2,526	1,898	1,787	2,857	2,857	2,857

BUDGET REPORT FOR SCIO TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
Fund 810 - 2015 ROAD SAD PROJECT							
ESTIMATED REVENUES							
Dept 000							
810-000-452.085	ROAD SAD - BROOK N RIDGE	9,714	9,713	9,714	9,713	9,713	9,713
810-000-665.000	INTEREST EARNINGS	25		143			
810-000-665.672	INTEREST ON ASSESSMENTS	1,749	875	1,166	897	897	897
810-000-699.000	ACTIVITY TRANSFER - IN						
Totals for dept 000 -		11,488	10,588	11,023	10,610	10,610	10,610
TOTAL ESTIMATED REVENUES		11,488	10,588	11,023	10,610	10,610	10,610
APPROPRIATIONS							
Dept 000							
810-000-807.000	AUDIT FEES						
810-000-969.000	COST ALLOCATION	801	1,696	1,837			
810-000-972.001	CONSTRUCTION - ROADS						
810-000-991.000	DEBT RETIREMENT - PRINCIPAL						
810-000-993.000	DEBT RETIREMENT - INTEREST						
Totals for dept 000 -		801	1,696	1,837			
TOTAL APPROPRIATIONS		801	1,696	1,837			
NET OF REVENUES/APPROPRIATIONS - FUND 810		10,687	8,892	9,186	10,610	10,610	10,610
BEGINNING FUND BALANCE		(652)	10,034	10,034	19,220	19,220	19,220
ENDING FUND BALANCE		10,035	18,926	19,220	29,830	29,830	29,830

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
Fund 813 - 2016 ROAD SAD PROJECTS							
ESTIMATED REVENUES							
Dept 000							
813-000-452.086	ROAD SAD - JOANNE CT	1,675	1,206	1,347	1,347	1,347	1,347
813-000-452.087	ROAD SAD - PARKRIDGE/LAURENTIDE	1,572	973	973	973	973	973
813-000-452.088	ROAD SAD - HONEY CREEK	4,888	4,498	4,888	4,888	4,888	4,888
813-000-452.089	ROAD SAD - BAKER HEIGHTS		6,000	4,432			
813-000-452.090	ROAD SAD - LIBERTY HILLS	6,794	5,445	6,794	5,021	5,021	5,021
813-000-452.091	ROAD SAD - SCIO MEADOW COMMONS	7,598	7,598	10,361	6,217	6,217	6,217
813-000-665.000	INTEREST EARNINGS	60	10	12	10	10	10
813-000-665.672	INTEREST ON ASSESSMENTS	4,297	2,000	4,042	2,050	2,050	2,050
813-000-687.000	REFUNDS & REBATES						
813-000-699.000	ACTIVITY TRANSFER - IN						29,940
Totals for dept 000 -		26,884	27,730	32,849	20,506	20,506	50,446
TOTAL ESTIMATED REVENUES		26,884	27,730	32,849	20,506	20,506	50,446
APPROPRIATIONS							
Dept 000							
813-000-807.000	AUDIT FEES						
813-000-817.000	CONSULTANT FEES						
813-000-901.000	ADVERTISING						
813-000-956.000	MISCELLANEOUS						
813-000-964.000	REFUNDS AND REBATES		31,090				29,940
813-000-969.000	COST ALLOCATION	801	1,696	1,838			
813-000-972.008	CONSTRUCTION - JOANNE CT						
813-000-972.009	CONSTRUCTION - PARKRIDGE/LAURENTIDE						
813-000-972.010	CONSTRUCTION - HONEY CREEK						
813-000-972.012	CONSTRUCTION - LIBERTY HILLS						
813-000-972.013	CONSTRUCTION - SCIOMEADOW COMMONS						
813-000-991.000	DEBT RETIREMENT - PRINCIPAL						
813-000-993.000	DEBT RETIREMENT - INTEREST						
Totals for dept 000 -		801	32,786	1,838			29,940
TOTAL APPROPRIATIONS		801	32,786	1,838			29,940
NET OF REVENUES/APPROPRIATIONS - FUND 813		26,083	(5,056)	31,011	20,506	20,506	20,506
BEGINNING FUND BALANCE		(41,334)	(15,253)	(15,253)	15,758	15,758	15,758
ENDING FUND BALANCE		(15,251)	(20,309)	15,758	36,264	36,264	36,264

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
Fund 814 - 2017 ROAD SAD PROJECTS							
ESTIMATED REVENUES							
Dept 000							
814-000-452.089	ROAD SAD - BAKER HEIGHTS	4,432	4,430		4,432	4,432	4,432
814-000-452.092	ROAD SAD - SANDY CREEK SAD	9,014	9,014	7,900	7,900	7,900	7,900
814-000-665.000	INTEREST EARNINGS	56	10	6	10	10	10
814-000-665.672	INTEREST ON ASSESSMENTS	4,735	2,000	2,370	2,050	2,050	2,050
814-000-687.000	REFUNDS & REBATES						
Totals for dept 000 -		18,237	15,454	10,276	14,392	14,392	14,392
TOTAL ESTIMATED REVENUES		18,237	15,454	10,276	14,392	14,392	14,392
APPROPRIATIONS							
Dept 000							
814-000-807.000	AUDIT FEES						
814-000-901.000	ADVERTISING						
814-000-956.000	MISCELLANEOUS						
814-000-969.000	COST ALLOCATION	801	1,696	1,838			
814-000-972.011	CONSTRUCTION - BAKER HEIGHTS						
814-000-972.014	CONSTRUCTION - SANDY CREEK						
814-000-991.000	DEBT RETIREMENT - PRINCIPAL						
814-000-993.000	DEBT RETIREMENT - INTEREST						
Totals for dept 000 -		801	1,696	1,838			
TOTAL APPROPRIATIONS		801	1,696	1,838			
NET OF REVENUES/APPROPRIATIONS - FUND 814		17,436	13,758	8,438	14,392	14,392	14,392
BEGINNING FUND BALANCE		(58,569)	(41,134)	(41,134)	(32,696)	(32,696)	(32,696)
ENDING FUND BALANCE		(41,133)	(27,376)	(32,696)	(18,304)	(18,304)	(18,304)

BUDGET REPORT FOR SCIO TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
Fund 815 - 2019 ROAD SAD PROJECTS							
ESTIMATED REVENUES							
Dept 000							
815-000-452.093	ROAD SAD - LAMPLIGHTER SAD						
815-000-452.094	ROAD SAD - COTTONTAIL SAD	27,299	27,299	36,934	27,299	27,299	27,299
815-000-452.095	ROAD SAD - METTY SAD						
815-000-665.000	INTEREST EARNINGS	36		16			
815-000-665.672	INTEREST ON ASSESSMENTS	20,626	17,000	9,595	17,425	17,425	17,425
815-000-699.000	ACTIVITY TRANSFER - IN						19,500
Totals for dept 000 -		47,961	44,299	46,545	44,724	44,724	64,224
TOTAL ESTIMATED REVENUES		47,961	44,299	46,545	44,724	44,724	64,224
APPROPRIATIONS							
Dept 000							
815-000-807.000	AUDIT FEES						
815-000-901.000	ADVERTISING						
815-000-964.000	REFUNDS AND REBATES						19,500
815-000-969.000	COST ALLOCATION	801	1,696	1,838			
815-000-972.015	ROAD SAD - LIBERTY HILLS						
815-000-972.016	ROAD SAD - LAMPLIGHTER						
815-000-972.017	CONSTRUCTION - COTTONTAIL						
815-000-972.018	CONSTRUCTION - METTY						
Totals for dept 000 -		801	1,696	1,838			19,500
TOTAL APPROPRIATIONS		801	1,696	1,838			19,500
NET OF REVENUES/APPROPRIATIONS - FUND 815		47,160	42,603	44,707	44,724	44,724	44,724
BEGINNING FUND BALANCE		(226,197)	(179,037)	(179,037)	(134,330)	(134,330)	(134,330)
ENDING FUND BALANCE		(179,037)	(136,434)	(134,330)	(89,606)	(89,606)	(89,606)

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 03/31/24	2024-25 REQUESTED BUDGET	2024-25 RECOMMENDED BUDGET	2024-25 APPROVED BUDGET
Fund 816 - 2020 SAD ROAD PROJECTS							
ESTIMATED REVENUES							
Dept 000							
816-000-452.096	ROAD SAD - DALEVIEW	37,544		17,784	17,784	17,784	17,784
816-000-452.097	ROAD SAD - MERLIN WAY	44,255	23,292	20,963	20,963	20,963	20,963
816-000-452.098	ROAD SAD - WESTVIEW WAY & SOUTHWOO	25,739	12,500	16,914	10,295	10,295	10,295
816-000-452.099	ROAD SAD -- WAGNER RIDGE	46,231	8,040	6,030	6,030	6,030	6,030
816-000-665.000	INTEREST EARNINGS			2			
816-000-665.672	INTEREST ON ASSESSMENTS			18,628			
816-000-687.000	REFUNDS & REBATES			293			
Totals for dept 000 -		153,769	43,832	80,614	55,072	55,072	55,072
TOTAL ESTIMATED REVENUES		153,769	43,832	80,614	55,072	55,072	55,072
APPROPRIATIONS							
Dept 000							
816-000-728.000	POSTAGE						
816-000-901.000	ADVERTISING	1,164					
816-000-904.000	PRINTING						
816-000-969.000	COST ALLOCATION	801	1,696	1,838			
816-000-972.019	CONSTRUCTION - DALEVIEW SAD	202,062					
816-000-972.020	CONSTRUCTION - MERLIN WAY SAD	226,216					
816-000-972.021	CONSTRUCTION - WAGNER RIDGE	108,109					
816-000-972.022	SAD CONSTRUCTION-WESTVIEW WAY & SOL	117,425		11,750			
Totals for dept 000 -		655,777	1,696	13,588			
TOTAL APPROPRIATIONS		655,777	1,696	13,588			
NET OF REVENUES/APPROPRIATIONS - FUND 816		(502,008)	42,136	67,026	55,072	55,072	55,072
BEGINNING FUND BALANCE		(21,734)	(523,743)	(523,743)	(456,717)	(456,717)	(456,717)
ENDING FUND BALANCE		(523,742)	(481,607)	(456,717)	(401,645)	(401,645)	(401,645)



### Authorized Positions as of March 19, 2024

Fund-Activity	Position	Number of Positions		Authority for Position	Currently Filled by or Vacancy	Current Authorized Pay (as of 4/1/2024)**	per	Exempt	Union	Perm or Temp	Authorized Additional Compensation and benefits	
		that are Authorized	that are Budgeted									
101-101 (General Government)	Trustee	4	4	State	Elected	\$ 10,000	year	yes	no	Permanent	retirement	
101-101 (General Government)	Office Coordinator	1	1	Township	Hired by Board	\$ 71,051	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.	
101-101 (General Government)	Newsletter Editor	.25	.25	Township	Hired by Board	budgeted for 10 hours/week	\$ 35.00	month	no	Permanent	None	
101-171 (Supervisor)	Supervisor	1	1	State	Elected	\$ 44,308	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance	
101-172 (Administrator)	Manager	1	1	Township	Hired by Board	\$ 173,415	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance, PTO and Holiday Pay, individually negotiated employment agreement	
101-172 (Administrator)	Admin Assistant	.6	.6	Township	Hired by Board	vacancy - new position - request for position	\$ 31.25	hour	no	Permanent	Prorated PTO and Holiday Pay.	
101-191 (Accounting/Finance)	Finance Director	1	1	Township	Hired by Board	Contract with Plante Moran - Budgeted as a 09.01.2024 Hire Date	\$ 125,000	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.
101-191 (Accounting/Finance)	Finance Manager	1	1	Township	Hired by Board		\$ 96,340	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.
101-191 (Accounting/Finance)	Finance Assistant	1	1	Township	Hired by Board		\$ 65,162	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.
101-215 (Clerk)	Clerk	1	1	State	Elected	\$ 99,403	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance	
101-215 (Clerk)	Deputy Clerk	1	1	State	Appointed by Clerk	\$70,000 to \$76,000	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.	
101-228 (Technology)	IT Director	1	1	Township	Hired by Board	\$ 84,080	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.	
101-253 (Treasurer)	Treasurer	1.0	1.0	State	Elected	\$ 90,000	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance	
101-253 (Treasurer)	Deputy Treasurer	1	1	State	Appointed by Treasurer	\$ 110,792	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance, PTO and Holiday Pay.	
101-253 (Treasurer)	Assistant	.5	.5	Township	Hired by Board	currently part-time - request to go FTE	\$ 31.75	hour	no	Permanent	Prorated PTO and Holiday Pay.	
101-257 (Assessing)	Assessor	1	1	Township	Hired by Board	\$ 98,661	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.	
101-257 (Assessing)	Associate Assessor	1	1	Township	Hired by Board	\$ 52,550	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.	
101-257 (Assessing)	Assistant Assessor	.6	.6	Township	Hired by Board	budgeted for 24 hours/week	\$50.00	hour	no	Permanent	Prorated PTO and Holiday Pay.	
101-257 (Assessing)	Board of Review Member	3 part time as needed	3 part time as needed	State	Appointed by Board	\$125; \$100	meeting	no	no	Temporary	None	
101-262 (Elections)	Clerk's Assistants	as needed	as needed	State	Appointed by Clerk	\$22	hour	no	no	Temporary	None	
101-262 (Elections)	Election Inspectors	part time	part time	State	Appointed by Clerk	Chairperson (\$22) & Election Inspector (\$18)	\$18 and \$22	hour	no	no	Temporary	None
101-265 (Buildings and Grounds)	Grounds and Facility Worker	1	1	Township	Hired by Board	\$ 52,466	year	no	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.	
101-270 (Human Resources)	Human Resources Generalist	0.75	.75	Township	Hired by Board	\$ 47.30	hour	no	no	Permanent	Prorated PTO and Holiday Pay.	
101-701 (Planning) 50% / 101-702 (Zoning) 50%	Administrative Clerk	1	1	Township	Hired by Board	\$ 65,679	year	no	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.	
101-701 (Planning)	Planning Commission Member	7 part time	7 part time	Township	Appointed by Board	\$200; \$105; \$100; 90	meeting	no	no	Temporary	None	
101-702 (Zoning)	Zoning Board of Appeals Member	6 part time	6 part time	State	Appointed by Board	\$100; \$95; \$90	meeting	no	no	Temporary	None	

### Authorized Positions as of March 19, 2024

Fund-Activity	Position	Number of Positions that are Authorized	Positions that are Budgeted	Authority for Position	Currently Filled by or Vacancy	Current Authorized Pay (as of 4/1/2024)**	per	Exempt	Union	Perm or Temp	Authorized Additional Compensation and benefits	
					Position is:							
101-703 (Code Enforcement)	Ordinance Officer	6	6	Township	Hired by Board	Budget for 24 hrs/week	\$ 29.88	hour	no	no	Permanent	prorated PTO and Holiday Pay.
206 Fire	Fire Chief	1	1	Township	Hired by Board		\$ 106,576	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.
206 Fire	Assistant Fire Chief/Fire Marshal	1	1	Township	Hired by Board		\$ 100,951	year	no	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.
206 Fire	Administrative Assistant	1	1	Township	Hired by Board		\$ 65,162	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.
206 Fire	Fire Captain	3	3	Township	Hired by Board		\$ 30.11	hour	no	yes	Permanent	Pay (shift rate and OT) and Benefits set by Union agreement
206 Fire	Fire Lieutenant	3	3	Township	Hired by Board		\$ 29.13	hour	no	yes	Permanent	Pay (shift rate and OT) and Benefits set by Union agreement
206 Fire	Fire Fighter	3	3	Township	Hired by Board		\$ 27.29	hour	no	yes	Permanent	Pay (shift rate and OT) and Benefits set by Union agreement
206 Fire	Fire Fighter	3	3	Township	Hired by Board	currently vacant - requested hire date of 09.01.2024	\$ 20.63	hour	no	yes	Permanent	Pay (shift rate and OT) and Benefits set by Union agreement
206 Fire	Fire Investigator	1 part time as needed	1 part time as needed	Township	Hired by Fire Chief	approx 28 hrs/week	\$ 16.04	hour	no	no	Temporary	None
206 Fire 208 Parks 50%	Paid on Call Fire Fighters	part time	part time	Township	Hired by Fire Chief		\$ 22.15	hour	no	no	Temporary	Trainee FF without FF I&II, Shift Rate, Call rate. Life insurance.
101-172 (Admin) 40% 101-701 (Planning) 5% 101-702 (Zoning) 5%	Project Manager	1	1	Township	Hired by Board	Chris Cheng	\$ 85,388	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.
208 Parks	Parks Director	1	1	Township	Hired by Board		\$ 78,815	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.
208 Parks	Parks Steward	2 part time	2 part time	Township	Hired by Manager	seasonal positions in FY25 (40 hours a week at 3 months)	\$ 16.27	hour	no	no	Temporary	none
590 Water 50% / 591 Sewer 50%	Utilities Director	1	1	Township	Hired by Board		\$ 101,947	year	yes	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.
590 Water 50% / 591 Sewer 50%	Field Supervisor	1	1	Township	Hired by Board		\$ 77,072	year	no	no	Permanent	retirement, health, life, long term and short term disability insurance, and PTO and Holiday Pay.
590 Water 50% / 591 Sewer 50%	Utilities Technician II	1	1	Township	Hired by Board		\$ 64,492.60	year	no	no	Permanent	retirement, health, life, long term and short term disability insurance, On-Call Pay, PTO and Holiday Pay.
590 Water 50% / 591 Sewer 50%	Utilities Technician II	1	1	Township	Hired by Board		\$ 62,133.82	year	no	no	Permanent	retirement, health, life, long term and short term disability insurance, On-Call Pay, PTO and Holiday Pay.
590 Water 50% / 591 Sewer 50%	Utilities Technician I	1	1	Township	Hired by Board		\$ 56,838	year	no	no	Permanent	retirement, health, life, long term and short term disability insurance, On-Call Pay, PTO and Holiday Pay.
590 Water 50% / 591 Sewer 50%	Utilities Technician I	1	1	Township	Hired by Board	vacant - request for new hire	\$ 54,080	year	no	no	Permanent	retirement, health, life, long term and short term disability insurance, On-Call Pay, PTO and Holiday Pay.

\*\* Values listed here should be considered with the following: elected officials' pay listed is accurate and effective 4/1/24; fire union members increases effective 5/1/24 per CBA; Utilities Technican II received increase by the Board on Mar 5, 2024 that is not reflected here; all other pay reflects a proposed 5.1% COLA increase that is subject to future separate action by the Board of

**TOWNSHIP OF SCIO  
WASHTENAW COUNTY, MICHIGAN  
RESOLUTION #2024-11**

**RESOLUTION TO ADOPT THE 2025-2031 CAPITAL IMPROVEMENT  
PLAN**

At a Special Meeting of the Township Board of Scio Township, Washtenaw County, Michigan, held at the Scio Township Hall, 827 N Zeeb Road, in said Township, on April 16, 2024 at 7:00 pm.

Members Present: Hathaway, Kerry, Knol, Reiser

Members Absent: Brazeau, Flintoft, Palmer

The following preamble and resolution were offered by Trustee Reiser and supported by Trustee Knol.

**WHEREAS**, the Scio Township Board annually accepts a Capital Improvement Plan for the benefit of the health, safety and welfare of the community as those criteria relate to the physical development of Scio Township; and

**WHEREAS**, the Capital Improvement Plan is meant to consider the immediate and future needs and goals of Scio Township, as identified by the public, Township Boards and Commissions, and the Township staff, in light of existing projects and plans and anticipated resources; and

**WHEREAS**, the Capital Improvement Plan is a flexible document, necessarily meant to be reevaluated and amended each year, to project into the six (6) succeeding years, and further amended as needed to address practical realities as they relate to policies and philosophies of relevant Advisory Boards, the Township Board and Township staff; and

**WHEREAS**, the Capital Improvement Plan is a guide and forum to aid the Township's staff, and the Scio Township Board in making decisions regarding the physical development and infrastructure maintenance of the Township and determining what, if any, resources can or should be available to carry out the Township's policies and budgetary decisions; and

**WHEREAS**, the components of the Capital Improvement Plan were arrived at through various variables that included, among other things, whether the project has begun, funds committed, sources of funds, prior Township Board decisions or administrative recommendations and decisions.

NOW THEREFORE BE IT RESOLVED, that the Capital Improvement Plan Workbook presented for review on April 16, 2024, modified by the following motions,

1. That the Scio Township 2025-2031 Capital Improvement Plan include the engineering and construction of a non-motorized pathway and crosswalks alongside Scio Church Road which will connect Upland Drive to Oak Valley Drive.
2. That the Scio Township 2025-2031 Capital Improvement Plan include the engineering and construction of the Park Road paving between Cedar Ridge Drive and Zeeb Road and adjacent pathway and storm sewer improvements.
3. That the Scio Township 2025-2031 Capital Improvement Plan include preliminary review by OHM of sidewalk and bus stop improvements at the intersection of Dexter Ann Arbor and Wagner Roads,

then is adopted by the Scio Township Board on April 16, 2024; and

**BE IT FURTHER RESOLVED**, that this Plan should be published and attested to according to law.

**ROLL CALL VOTE:**

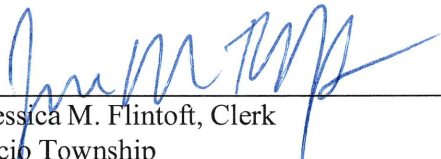
**YES:** Hathaway, Kerry, Knol, Reiser

**NO:** None

**ABSENT:** Brazeau, Flintoft, Palmer

**ABSTAIN:** None.

**RESOLUTION DECLARED ADOPTED.**

  
\_\_\_\_\_  
Jessica M. Flintoft, Clerk  
Scio Township

DATED: April 16, 2024

**CERTIFICATE**

I, Jessica M. Flintoft, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Scio Township, County of Washtenaw, State of Michigan, at a Special Meeting held on April 16, 2024, and 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.



Jessica M. Flintoft, Clerk  
Scio Township

DATED: April 23, 2024

**Scio Township - 6 Year Capital Improvement Plan**

Project Name	Fund/Department	TWP Share (%)	Est Total Cost	FYE 2024-2025	FYE 2025-2026	FYE 2026-2027	FYE 2027-2028	FYE 2028-2029	FYE 2029-2030
Jackson Road Valve Meter Pit/VFD	Water (591)	100%	\$ 810,000	\$ 810,000					
Liberty Rd WM Startup/Calibration	Water (591)	100%	\$ 50,000	\$ 45,000	\$ 5,000				
Water Tower Improvements	Water (591)	100%	\$ 310,000	\$ 310,000					
Security Cameras at Booster Stations/Vaults	Water (591)	100%	\$ 30,000	\$ 30,000					
Water Reliability Study Update (Engineering Study)	Water (591)	100%	\$ 70,000	\$ 50,000	\$ 20,000				
Lead & Copper Line Identification Assistance (Engineering Study)	Water (591)	100%	\$ 100,000	\$ 100,000					
Lead & Copper Inventory Assistance (Engineering Study)	Water (591)	100%	\$ 50,000	\$ 50,000					
Air compressor	Water (591)	100%	\$ 30,000	\$ 30,000					
<b>Total</b>			<b>\$ 1,450,000</b>	<b>\$ 615,000</b>	<b>\$ 835,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Water Meter Replacement	Water (50%)/Sewer (50%)	100%	\$ 1,600,000	\$ 320,000	\$ 320,000	\$ 320,000	\$ 320,000	\$ 320,000	
Utility Dept Vehicles	Water (50%)/Sewer (50%)	100%	\$ 130,000	\$ 130,000					
GIS Updates (Engineering Study)	Water (50%)/Sewer (50%)	100%	\$ 105,000	\$ 40,000	\$ 30,000	\$ 25,000	\$ 5,000	\$ 5,000	
Engineering Standars Update/CIP Report Plant (Engineering Study)	Water (50%)/Sewer (50%)	100%	\$ 40,000	\$ 40,000					
<b>Total</b>			<b>\$ 1,875,000</b>	<b>\$ 530,000</b>	<b>\$ 350,000</b>	<b>\$ 345,000</b>	<b>\$ 325,000</b>	<b>\$ 325,000</b>	<b>\$ -</b>
5-Year Cleaning/Televising (price per year)	Sewer (590)	100%	\$ 960,000	\$ 180,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 180,000
Manhole/Pipe Lining/I&I	Sewer (590)	100%	\$ 1,000,000	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Jackson Road Pump Station Generator	Sewer (590)	100%	\$ 250,000	\$ 0	\$ 250,000				
Jackson Road Pump Station Upgrades - Wet Well Expansion	Sewer (590)	100%	\$ 10,240,000			\$ 5,120,000	\$ 5,120,000		
ARV Repair/Replacement (4)	Sewer (590)	100%	\$ 4,100,000		\$ 1,025,000	\$ 1,025,000	\$ 1,025,000	\$ 1,025,000	
Pump Station Fence and Security Cameras	Sewer (590)	100%	\$ 50,000	\$ 50,000					
Metering Study/Pump Station Evaluation	Sewer (590)	100%	\$ 450,000	\$ 150,000	\$ 50,000.00			\$ 250,000.00	
H2S Assistance & Odallogger Training	Sewer (590)	100%	\$ 50,000	\$ 25,000	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
Generator Engineering	Sewer (590)	100%	\$ 30,000	\$ 30,000					
<b>Total</b>			<b>\$ 17,130,000</b>	<b>\$ 435,000</b>	<b>\$ 1,685,000</b>	<b>\$ 6,500,000</b>	<b>\$ 6,500,000</b>	<b>\$ 1,630,000</b>	<b>\$ 380,000</b>
Township Hall Generator	Bldg & Grounds (101-265)	100%	\$ 120,000	\$ 120,000	\$ -				
Township Parking Lot	Bldg & Grounds (101-265)	100%	\$ 180,000	\$ -	\$ -		\$ 180,000.00		
Counter repairs	Bldg & Grounds (101-265)	100%	\$ 25,000	\$ 25,000					
HVAC	Bldg & Grounds (101-265)	100%	\$ 750,000	\$ 350,000	\$ 400,000				
<b>Total</b>			<b>\$ 1,075,000</b>	<b>\$ 495,000</b>	<b>\$ 400,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 180,000</b>	<b>\$ -</b>
Camera System Setup to be installed/split amongst TWP Hall, Fire Station & Pump Station - recommendation per Chris Bailey	Bldg & Grounds (101-265)/Fire (206)/Sewer (590)	100%	\$ 30,000	\$ 30,000					
<b>Total</b>			<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Off Road Vehicle	Fire (206)	100%	\$ 60,000.00	\$ 60,000.00	\$ -				
Cardiac Monitor	Fire (206)	100%	\$ 55,000.00	\$ -	\$ 55,000.00				
Replacement of Air bottle filling station	Fire (206)	100%	\$ 70,000.00		\$ 70,000.00				
Replacement of Brush Truck	Fire (206)	100%	\$ 95,000.00		\$ 95,000.00				
Second Fire Station Building & Land	Fire (206)	100%	\$ 11,000,000.00			\$ 11,000,000.00			
Second Fire Station vehicles	Fire (206)	100%	\$ 2,750,000.00			\$ 2,750,000.00			
<b>Total</b>			<b>\$ 14,030,000</b>	<b>\$ 60,000</b>	<b>\$ 220,000</b>	<b>\$ 13,750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Replacement of burst Sheriff Station's pipe/water damage	101-301 (Sheriff)	100%	\$ 50,000.00	\$ 50,000.00					
<b>Total</b>			<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Land/Easement	Open Space Land (233)	100%	\$ 2,480,710.00	\$ 2,480,710.00	\$ -	\$ -	\$ -	\$ -	\$ -

**Scio Township - 6 Year Capital Improvement Plan**

Project Name	Fund/Department	TWP Share (%)	Est Total Cost	FYE 2024-2025	FYE 2025-2026	FYE 2026-2027	FYE 2027-2028	FYE 2028-2029	FYE 2029-2030
<b>Total</b>			\$ 2,480,710	\$ 2,480,710	\$ -	\$ -	\$ -	\$ -	\$ -
TWP Vehicle	101-901 (Capital Outlay)	100%	\$ 30,000.00	\$ 30,000.00					
<b>Total</b>			\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -
Land Imp (Benches/signs/kiosks)	Parks (208)	100%	\$ 61,500.00	\$ 61,500.00					
Land Imp-MARSHALLPARK (crushed limestone path)	Parks (208)	100%	\$ 41,000.00	\$ 41,000.00					
Land Imp-TWP Park (ADA accessible loop around TWP Hall Park)	Parks (208)	100%	\$ 276,500.00	\$ 276,500.00					
Land Imp-VANCURLERPRE	Parks (208)	100%	\$ 183,000.00	\$ 183,000.00					
Zeeb Rd Ph 5 (Engineering Study)	Parks (208)	100%	\$ 530,000.00	\$ 530,000.00					
Zeeb Rd Ph 5	Parks (208)	100%	\$ 2,900,000.00	\$ 1,092,000	\$ 2,600,000.00	\$ 300,000.00			
<b>Total</b>			\$ 3,992,000	\$ 1,092,000	\$ 2,600,000	\$ 300,000	\$ -	\$ -	\$ -
<b>Totals of all above</b>			\$ 42,142,710	\$ 5,817,710	\$ 6,090,000	\$ 20,895,000	\$ 6,825,000	\$ 2,135,000	\$ 380,000