

PARK TOWNSHIP
BUDGET WORKSHOP MEETING
FEBRUARY 24, 2011

Supervisor George Jacob called to order the Park Township Budget Meeting held on February 24, 2011 at 6:30 p.m.

Present were Supervisor George Jacob, Treasurer Jan Steggerda, Clerk Skip Keeter, Trustees Doug Dreyer, Bob Ellis, Jerry Hunsburger and Mike Toscano, and Manager Jerry Felix.

Felix reviewed the budget including taxable value, SEV and percentages related to property values. Also, permit revenue, administrative fees and transfers between funds exclusive of administrative funds.

Felix stated the Township is currently in the black and in fair to good shape financially.

Community Service Agency Requests from local non-profit organizations have been received and are being reviewed.

ART 1. GENERAL FUND BUDGET REVIEW

Felix introduced the idea of a perpetual care fund balance for the cemetery. The Township Board should consider increasing cemetery rates \$100 per location.

The board members agreed to not raise their salaries in the 2011-2012 fiscal year.

Steggerda stated she was asked by the board to go out for an RFP for banking services. She stated she has negotiated a positive situation with our current financial institutions considering the economic conditions.

The board agreed if terms change with the Treasurer's current banking institutions during negotiations she will go to the board and possibly move forward in the RFP process.

The board agreed to institute escrow fees for the Planning Commission beginning immediately. The board would like to have a program ready for approval at the April board meeting.

Felix intends to rewrite some rules of the ZBA and bring to the April board meeting.

The board is interested in a fire equipment fund and equipment funds for other departments.

The board agreed to lower the unrestricted fund balance in the Township Improvement fund to earmark funds for equipment.

The board agreed to take \$200,000 out of the Township Improvement Fund and place into a Fire Equipment Fund.

Township staff will survey the streets and prioritize them for repaving and bring back to the board.

The board agreed to look into assessments for street repaving and drain maintenance beginning in the 2012-2013 fiscal year.

ART 2 . E-UNIT FUND

Felix explained where the dollars from this fund are allocated and the status of the fund balance.

Steggerda stated the balance is a little low due to the fact interest rates had not yet been included.

The board addressed the need to have additional police services in the summer patrolling the road ends.

ART 3. PARK AND RECREATION FUND

The board discussed raising fees for the Tot Time program.

The board would like to reinstitute the scholarship program for youth that would like to participate in recreation programs through Holland Township.

The concert series will continue this summer.

The Parks Fund has provisions to improve the boat launch at the road end on 160th on the south side.

Felix stated the skate park expense will be absolved and roll into repairs and maintenance since the park is developed.

ART 4. BIKE PATH FUND

The board discussed the fund balance, maintenance and signage.

The board discussed designated bike lanes and the findings of the committee.

ART 5. SEWER FUND

Felix explained the sewer fund and its balances including special assessments.

ART 6. TOWNSHIP IMPROVEMENT FUND

The board understands these funds have unrestricted use at this time and conveyed a desire to earmark more of the funds toward purchases of equipment.

ART 7. WATER FUND

Felix stated the numbers reflect the recent increase in rates.

The board asked the manager to start the process to get out of the water business.

ART 8. SALARIES

Felix presented the board with staff health care contribution figures for the board to consider.

The board agreed to have the manager budget for 5% of employee contribution to health care beginning in July.

The board agreed to give the manager \$12,500 to spend among the employees for merit raises.

ART 9. PUBLIC COMMENT

Jacob opened the public comment period

0 people spoke at the public comment period

Jacob closed the public comment period.

ART 9. ADJOURN

MOTION MADE, MOTION SUPPORTED, MOTION CARRIED: A motion was by Toscano and supported by Keeter to adjourn at 9:34pm.

Daniele Dykens
Recording Secretary
February 24, 2011