

EAGLE TOWNSHIP
EAGLE TOWNSHIP HALL
14318 MICHIGAN ST
EAGLE, MI 48822

TOWNSHIP BUDGET WORKSHOP AGENDA
March 21, 2024 following Board meeting

Call to Order: _____ p.m.

Members Present: Briggs-Dudley_____, C. Hoppes_____, Stroud_____, Strahle _____, M. Hoppes_____ ,

Citizen's Comments (Items not on the agenda)

Please be respectful to everyone, any side conversations need to happen outside of this hall.

Agenda Approval:

A. Budget Workshop FY 2024-2025

Includes discussion of revenues and expenditures for each fund including Street Light Special Assessment and EMS Special Assessment.

B. Adjourn (time) _____ p.m.

If you wish to address the Board, please begin by stating your name and address. Also, please limit your comments to 3 minutes...thank you.

EAGLE TOWNSHIP ARPA Funds						
ACCOUNT NUMBER	ARPA Funds - Revenues Fund No. 282	Budget Year Ending Date 03/31/2025				
	Account Description	Actual 2021-2022	Actual Year 2022-2023	Proposed Budget Year 2023-2024	Actual 2023-2024 Thru Feb	Proposed Budget Year 2024-2025
282-101-390	BALANCE FORWARD	0.00	137,222.69	276,693.07	274281.56	280,472.71
282-101-528	Funds Received	137,142.34	137,139.22	0.00		
282-101-665	Interest	63.64	2,331.16	3,000.00	6,191.15	
	TOTAL:	137,205.98	276,693.07	279,693.07	280,472.71	280,472.71
ARPA Funds - Expenditures						
	Account Description	Actual Year 2021-2022	Actual Year 2022-2023	Proposed Budget Year 2023-2024	Actual 2023-2024 Thru Feb	Proposed Budget Year 2024-2025
282-101-967	ARPA Expenditures-Broadband	0.00	0.00	279,693.07	0.00	
	TOTAL:	0.00	0.00	279,693.07	0.00	0.00
	Fund Balance	137,205.98	276,693.07	0.00	280,472.71	280,472.71

EAGLE TOWNSHIP METRO Funds							
ACCOUNT NUMBER	METRO Funds - Revenues Public Safety Fund No. 205	Budget Year Ending Date 03/31/2024					
	Account Description	Budget Year 2021-2022	Actual 2021-2022	Actual Year 2022-2023	Proposed Budget Year 2023-2024	Actual 2023-2024 Thru Feb	Proposed Budget Year 2024-2025
205-101-390	BALANCE FORWARD	0.00	0.00	0.00	0.00	0	0
205-101-577	State of Michigan Pmts	8,000.00	6,620.39	6,728.38	9,000.00	9159.24	
205-101-665	Interest	0.00	0.00	1.17	0.00	33.11	0.00
	TOTAL:	8,000.00	6,620.39	6,729.55	9,000.00	9,192.35	0.00
	METRO Funds - Expenditures						
	Account Description	Budget Year 2021-2022	Actual 2021-2022	Actual Year 2022-2023	Proposed Budget Year 2023-2024	Actual 2023-2024 Thru Feb	Proposed Budget Year 2024-2025
205-446-801	Road Maintenance	8,000.00	6,620.39	6,729.55	9,000.00	9192.35	
	Actual Spent						
	TOTAL:	8,000.00	6,620.39	6,729.55	9,000.00	9,192.35	0.00
	Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00
	Past Funds received						
	2010 - \$5,167.87						
	2011 - \$4,754.59						
	2012 - \$5,243.13						
	2013 - \$5,537.39						
	2014 - \$5,269.39						
	2015 - \$4,967.98						
	2016 - \$6,321.41						
	2017 - \$6,125.26						
	2018 - \$6,078.24						
	2019 - \$6,117.82						
	2020 - \$6,853.41						
	2021 - \$6,620.39						
	2022 - \$ 6,728.38						
	2023 - \$9,159.24	Not sure why 2023 had such a large increase					
	2024 - comes in June -ish						
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EAGLE TOWNSHIP Niles Cemetery								
ACCOUNT NUMBER	Niles Cemetery - Revenues Funds No. 209	Budget Year Ending Date 03/31/2025						
	Account Description	Budget Year 2021-2022	Actual Year 2021-2022	Budget Year 2022-2023	Actual Year 2022-2023	Proposed Budget Year 2023-2024	Actual Year 2023-2024 Thru Feb 2024	Proposed Budget Year 2024-2025
209-567-390	BALANCE FORWARD	11,151.79	11,152.42	13,819.00	13,821.21	14,550.46	14,584.91	14,923.04
209-567-674	Contributions	0.00	2,650.00	0.00	600.00	0.00	0.00	0.00
209-567-665	Interest	0.00	16.70	0.00	129.25	0.00	338.13	0.00
	TOTAL:	11,151.79	13,819.12	13,819.00	14,550.46	14,550.46	14,923.04	14,923.04
	Niles Cemetery - Expenditures							
	Account Description	Budget Year 2021-2022	Actual 2021-2022	Budget Year 2022-2023	Actual Year 2022-2023	Proposed Budget Year 2023-2024	Actual Year 2023-2024 Thru Feb 2024	Proposed Budget Year 2024-2025
209-567-934	Improvements/Fund Transfer	5,000.00	0.00	0.00	0.00	5,000.00	0	5000
	TOTAL:	5,000.00	0.00	0.00	0.00	5,000.00	0.00	5,000.00
	Proposed Ending Fund Balance:	6,151.79	13,819.12	13,819.00	14,550.46	9,550.46	14,923.04	9,923.04

EAGLE TOWNSHIP- North Eagle Cemetery Trust funds

ACCOUNT NUMBER	North Eagle Cemetery - Revenues Fund No. 151	Budget Year Ending Date 03/31/2025					Proposed Budget Year 2023-2024	Actual Year 2023-2024 Thru Dec 2023	Proposed Budget Year 2024-2025
		Budget Year 2021-2022	Actual Year 2021-2022	Budget Year 2022-2023	Actual Year 2022-2023	Actual Year 2023-2024			
151-567-390	BALANCE FORWARD	2,350.00	2,352.11	2,350.00	2,350.78	2,403.00	2,412.95	2,532.98	
151-567-674	Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
151-567-665	Interest	100.00	0.31	20.00	57.66	20.00	120.03	40.00	
	TOTAL:	2,450.00	2,352.42	2,370.00	2,408.44	2,423.00	2,532.98	2,572.98	
	North Eagle Cemetery - Expenditures								
	Account Description	Budget Year 2021-2022	Actual Year 2021-2022	Budget Year 2022-2023	Actual Year 2022-2023	Proposed Budget Year 2023-2024	Actual Year 2023-2024 Thru Dec 2023	Proposed Budget Year 2024-2025	-
151-567-963	Interest Distribution	100.00	2.20	20.00	5.44	73.00	93.98	75.00	
			0.00						
	TOTAL:	100.00	2.20	20.00	5.44	73.00	93.98	75.00	
	Proposed Ending Fund Balance:	2,350.00	2,350.22	2,350.00	2,403.00	2,350.00	2,439.00	2,497.98	

EAGLE TOWNSHIP Whispering Winds Subdivision

ACCOUNT NUMBER	Whispering Winds - Revenues Fund No. 219	Budget Year Ending Date 03/31/2025						
		Account Description	Budget Year 2021 - 2022	Budget Year 2022-2023	Actual 2022-2023	Proposed Budget Year 2023-2024	Actual 2023-2024 Thru Feb	Est addl 1 months 23-24
219-448-390	BALANCE FORWARD	19,577.62	21,779.63	21,593.61	23,728.37	24000.88		26,060.10
219-448-665	Interest & Delinquent Taxes	0.00	0.00	189.29	0.00	527.91		
219-448-467	Street Light Assessment	4,676.76	4,676.76	4,676.76	4,676.76	3259.56	1,417.20	1200
	TOTAL:	24,254.38	26,456.39	26,459.66	28,405.13	27,788.35	1,417.20	27,260.10
	Whispering Winds - Expenditures							
	Account Description	Budget Year 2021 - 2022	Budget Year 2022-2023	Actual 2022-2023	Proposed Budget Year 2023-2024	Actual 2023-2024 Thru Dec	Est addl 2 months 23-24	Proposed Budget Year 2024-2025
219-448-924	Utility Payment - 15	2,800.00	3,000.00	2,731.29	3,000.00	2328.25	600	3200
	TOTAL:	2,800.00	3,000.00	2,731.29	3,000.00	2,328.25	600.00	3,200.00
	Proposed Ending Fund Balance	21,454.38	23,456.39	23,728.37	25,405.13	25,460.10	817.20	24,060.10
	(since I took office 1996 - assessment \$40x34 parcels-ps)							
	2008-09 @ \$40 x 34 parcels						26,060.10	
	2009-10 @ \$80 x 34 parcels (public hearing approved double)							
	2010-11 @ \$88 x 34 parcels (raise 10% w/o public hearing)							
	2011-12 @ \$96.8 x 34 parcels (" " ")							
	2012-13 @ \$106.48 x 34 parcels							
	2013-14 @ \$117.04 x 34 parcels (s/b \$117.13)							
	2014-15 @ \$128.84 x 34 parcels							
	2015-16 @ \$141.72 x 34 parcels = \$4,818.48							
	2016-20- no increase proposed							
	2020-24-no increase proposed (2 parcels combined-current count 33)							
	2024-2025 - Decrease as have surplus funds (1/4)							
	updated 03/15/23							

EAGLE TOWNSHIP Emergency Services									
ACCOUNT NUMBER	Emergency Services - Revenues Fund No.206	Budget Year Ending Date 03/31/2025							
	Account Description	Budget Year 2021-2022	Actual 2021- 2022	Budget Year 2022-2023	Actual Year 2022-2023	Budget Year 2023-2024	Actual Year 2023-2024 Thru Feb 2024	Est addl 1 months 23-24	Proposed Budget Year 2024-2025
206-101-390	BALANCE FORWARD	454,255.31	466,951.30	483,084.19	430,098.94	399,311.17	323,421.31		176,170.07
206-101-665	Interest	2,000.00	225.03	2,000.00	6,539.13	2,000.00	7,904.76		2,000.00
206-101-467	Millage (2 mils)	216,000.00	214,633.04	215,000.00	224,212.62	225,000.00	167,014.62	79,000.00	247,000.00
206-101-412	Pymt. of Delinquent Taxes	5,000.00	0.00	7,000.00	7,594.74	5,000.00	0.00		5,000.00
206-101-607	Reimb. Fire Runs	5,000.00	6,726.60	5,000.00	2,379.61	2,000.00	6,615.00	850.00	5,000.00
	TOTAL:	682,255.31	688,535.97	712,084.19	670,825.04	633,311.17	504,955.69	79,850.00	435,170.07
Emergency Services - Expenditures									
	Account Description	Budget Year 2021-2022	Actual 2021- 2022	Budget Year 2022-2023	Actual Year 2022-2023	Proposed Budget Year 2023-2024	Actual Year 2023-2024 Thru Jan 2024	Est addl months 23-24	Proposed Budget Year 2024-2025
206-101-801	EMS - Legal Fees	500.00	0.00	500.00	0.00	500.00	498.37		600.00
206-336-801	Service Contract - Accumed	2,000.00	1,045.78	2,000.00	640.12	2,000.00	560.00	200.00	2,000.00
206-101-803	Authority Operation Budget	273,000.00	204,406.00	307,000.00	229,650.66	319,633.20	239,724.90	84,134.97	350,000.00
206-336-985	Authority Capital Outlay	0.00	0.00	33,000.00	32,681.25	84,593.20	80,070.20	3,447.18	16,000.00
206-336-955	Misc. Authority Expenses	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	TOTAL:	275,500.00	205,451.78	342,500.00	262,972.03	406,726.40	320,853.47	87,782.15	368,600.00
	Proposed Ending Fund Balance:	406,755.31	483,084.19	369,584.19	407,853.01	226,584.77		176,170.07	
	2014 Budget \$400,751								
	38% = 152,285								
	2015 Budget \$397,060								
	37% - \$146,912.20								
	Capital Outlay \$48,100 x 35%								
	2016 Budget \$454,621								
	39% - \$177,302.19								
	Capital Outlay \$20,100 x 35%								

\$66,000 for ambulance from reserve funds

2017 Budget \$491,596								
38% - \$186,806.48								
Capital Outlay \$11,600 x 35%								
2018 Budget \$479,864								
38% - 164,108								
Capital Outlay \$48,000 x 35%								
2019 Budget \$449,581								
38% - 170,841								
2020 BUDGET \$549,604								
38% - \$208,849.52								
Capital outlay \$115,500 x 35%								
2021 BUDGET \$717,214 (Grant expired '20)								
38% = 272,541.32								
2022 BUDGET \$952,070								
37% = \$306,200.90								
Capital Outlay \$124,500 35% = \$43,575								
2023 BUDGET \$887,870								
36% = \$319,633.20			26,636.10	monthly				
Capital Outlay \$51,696 35% - \$18,093.60			1,507.80	monthly				
2024 BUDGET \$934,000								
36% = \$336,240			28,044.99	monthly				
Capital Outlay \$39,396 35% - 13,788.60			1,149.06	monthly				

EAGLE TOWNSHIP General-Receipts								
Fund No. 101		Budget Year Ending Date 03/31/2025						
Account Number	Account Description	Budget Year 2021-2022	Actual 2021- 2022	Actual 2022- 2023	Proposed Budget Year 2023-2024	Actual 2023- 2024 Thru Feb	Est addl 1 month 23-24	Proposed Budget Year 2024-2025
101 000 390	BALANCE FORWARD	768,775.83	806,788.03	1,041,459.93	1,138,603.01	1,135,688.50		1227630.79
101 000 403	Taxes- 1 mill Twp	112,300.00	113,610.18	117,253.04	119,000.00	83,809.02	46,000.00	135000
101 000 407	Deliquent Tax*	100.00	1,432.73	63.18	100.00	-		
101 000 411	Trailer Coach Tax	500.00	628.50	806.00	1,000.00	812.00	83.50	900
101 000 472	Int. & Penalties on Delinq Tax	200.00	0.09	671.79	200.00	42.79		50
101-000-573	Local Community Stabilization	0.00	0.00	2,386.62	2,000.00	3,876.03	2,203.73	4000
101 000 574	Sales Tax-Revenue Sharing *	224,294.00	223,698.00	249,301.00	290,000.00	196,879.00	96,000.00	290,000.00
101 000 618	Administration Fee	37,000.00	38,399.61	39,983.47	40,000.00	31,843.98	8,000.00	40000
101 000 618	Deliquent Admin. Tax Fee*	3,000.00	308.26	90.63	100.00	7.86		50
101 000 664	Interest on Tax Money	500.00	437.33	4,475.39	4,500.00	2,940.81		3000
101 000 664	Interest on General Funds	2,000.00	812.35	16,916.90	17,000.00	41,092.76	3,500.00	30000
101 000 670	Miscellaneous	0.00	6,870.92	4,423.41	4,500.00	4,475.98		4500
101-000-672	Delinquent Tax Penalty 3%	0.00	0.00	1,775.34	0.00	24.37		0
101 000 675	Town Hall Rental	0.00	1,250.00	2,050.00	1,500.00	2,045.00		1500
101 000 686	Franchise Fee Income	3,000.00	3,260.63	2,115.65	2,000.00	1,633.65	400.00	2000
101 000 692	Petty Cash (Taxes) Asset	100.00	0.00	100.00	100.00	100.00		100
101 000 693	Accident Fund Refund	0.00	78.00	155.25	0.00			
101 000 693	Election Refund	0.00	1,695.96	0.00	0.00	49.70		
101 000 693	MTA Refund	0.00	0.00	0.00	0.00			
101 000 694	Cemetery	0.00	0.00	0.00	0.00	-		
101 000 695	Land Division	0.00	600.00	100.00	0.00	600.00		
101 000 492	Zoning Permit Fees & Inspection						2,500.00	12000
	TOTAL	1,151,769.83	1,199,870.59	1,484,127.60	1,620,603.01	1,505,921.45	158,687.23	1,750,730.79
* year end accruals are NOT included								
State Revenue Sharing Received in Past Years							1,664,608.68	
	FY ending Mar '09	151,334.00						
	FY ending Mar '10	136,426.00						
	FY ending Mar '11	145,396.00						
	FY ending Mar '12	197,040.00						

FY ending Mar '13		185,068.00						
FY ending Mar '14		192,033.00						
FY ending Mar '15		197,819.00						
FY ending Mar '16		203,914.00						
FY ending Mar '17		202,329.00						
FY ending Mar '18		208,857.00						
FY ending Mar '19		215,253.00						
FY ending Mar '20		229,269.00						
FY ending Mar '21	(adj to \$230,716 - 02/11/21)	233,430.00						
FY ending Mar '22	updated 02/11/21	224,294.00						
FY ending Mar '23		249,301.00						
FY ending March '24 estimate		292,924.00						
FY Ending March '25 estimate		292,135.00						

[Revenue Sharing Search \(state.mi.us\)](https://www.state.mi.us/revenue-sharing)

EAGLE TOWNSHIP General-Disbursements Page 1 of 2

		Fund No. 101	Budget Year Ending Date 03/31/2024						
Account Number	New Account Number	Account Description	Budget Year 2021-2022	Actual 2021-2022	Actual 2022-2023	Proposed Budget Year 2023-2024	Actual 2023-2024 Thru Feb	Est addl 1 months 23-24	Proposed Budget Year 2024-2025
101 103 702	101 246 703	Twp. Board of Trustees (salary)	4,680.00	4,290.00	3,900.00	4,824.00	3929.00	804.00	4824.00
101 103 956	101 101 955	Miscellaneous Expense	2,000.00	100.00	1,100.00	2,000.00	533.34		2000.00
101 195 702	101 262 801	Election Expense	3,000.00	3,269.84	12,297.53	25,000.00	12283.18	4000.00	25000.00
101 202 702	101 171 703	Supervisor Salary	18,576.00	17,028.00	15,480.00	19,140.00	15480.00	3096.00	18576.00
101 202 702B	101 173 703	Deputy Supervisor Salary	2,040.00	0.00	0.00	2,100.00	118.55	350.00	2100.00
	101 171 801	Supervisor Professional Services	6,000.00	2,840.00	2,381.50	4,000.00	765.00		0.00
101 203 702	101 257 703	Assessor Salary	25,000.00	19,857.09	18,051.90	25,000.00	18051.90	3610.38	26441.25
101 215 702	101 215 703	Clerk Salary	22,956.00	21,043.00	19,130.00	23,652.00	19710.00	3942.00	23652.00
101 215 702B	101 216 703	Deputy Clerk Salary	2,040.00	1,870.00	1,700.00	2,100.00	1750.00	350.00	2100.00
101 232 807	101 223 801	Audit	6,500.00	6,300.00	6,300.00	6,500.00	6300.00		6800.00
101 232 809	101 257 851	Assessing Services	1,500.00	1,387.02	0.00	1,500.00	0.00	1400.00	1500.00
101 232 811	101 257 801	Re-Appraisal Services	6,000.00	5,445.00	5,445.00	6,000.00	5445.00		6000.00
101 247 702	101 247 703	Board of Review Salary	700.00	58.00	88.00	1,100.00	0.00	750.00	1100.00
101 247 873	101 247 861	Board of Review Travel	50.00	0.00	0.00	100.00	0.00		100.00
101 247 875	101 247 910	Board of Review Education	500.00	0.00	0.00	1,000.00	0.00	500.00	1000.00
101 247 956	101 247 955	Board of Review Misc.	200.00	0.00	0.00	200.00	0.00	825.00	1000.00
101 252 702	101 253 703	Treasurer Salary	20,232.00	18,546.00	16,860.00	23,652.00	16860.00	3372.00	20232.00
101 252 702B	101 254 703	Deputy Treasurer Salary	2,040.00	1,870.00	1,700.00	2,100.00	1750.00	350.00	2100.00
101 253 727	101 253 955	Petty Cash -Taxes	100.00	100.00	100.00	100.00	100.00		100.00
101 253 956	101 253 956	Clinton Co. Treasurer	500.00	53.12	393.67	500.00	1068.20		1200.00
101 262 956	101 567 934	Cemetery Maint & Grave Openings	10,000.00	7,970.00	7,686.95	15,000.00	12074.70		14000.00
101 265 702	101 265 704	Twp. Hall & Yard Main.	6,000.00	2,487.00	4,711.00	6,000.00	7837.00	2163.00	10000.00
101 265 727	101 265 752	Twp. Hall Supplies	700.00	141.87	45.27	700.00	166.17	100.00	700.00
101 265 776	101 265 930	Twp. Hall Repairs	50,000.00	6,622.00	434.00	60,000.00	7515.15	5500.00	20000.00
101 265 920	101 265 920	Twp. Hall Utilities	3,000.00	2,135.35	1,246.04	4,000.00	1637.08	700.00	4000.00
101 265 952	101 448 920	Twp St Lights -12	3,000.00	1,857.80	2,202.51	4,000.00	1949.23	300.00	4000.00
101 294 976	101 101 251 101 101 830	New Office Machines & Rentals	6,000.00	4,692.62	4,283.74	10,000.00	6848.31	500.00	10000.00
	101 101 810	Accounting Professional Services							15000.00
101 299 727	101 101 752	Township Supplies (Postage)	5,000.00	3,663.06	5,364.34	8,000.00	5124.00	600.00	8000.00
101 299 850	101 101 850	Township Communications	4,000.00	263.06	2,499.82	5,000.00	714.25	200.00	5000.00
101 299 873	101 101 861	Township Board Travel	5,000.00	1,919.85	2,231.10	5,000.00	2292.77	600.00	5000.00
101 299 875	101 101 911	Township Board Education	4,000.00	1,291.24	1,214.00	5,000.00	2741.00	500.00	5000.00

101 299 901	101 101 900	Township Advertising	2,500.00	482.00	270.00	4,000.00	2165.59	1500.00	5000.00
101 299 958	101 101 915	Township Board Dues	2,500.00	2,251.55	2,482.18	4,000.00	2584.13		4000.00
101 528 805		Refuse Collection/Disposal/Recycle	30,000.00	0.00	0.00	30,000.00	0.00		0.00
		SUBTOTAL:	256,314.00	139,834.47	139,598.55	311,268.00	157,793.55	36012.38	255525.25
EAGLE TOWNSHIP General-Disbursements Page 2 of 2									
		Fund No. 101							
Account Number		Account Description	Budget Year 2021-2022	Actual 2021- 2022	Actual 2022- 2023	Proposed Budget Year 2023-2024	Actual 2023- 2024 Thru Dec	Est addl 1 months 23-24	Proposed Budget Year 2024-2025
		TOTALS CARRY FORWARD -PAGE1	256,314.00	139,834.47	139,598.55	311,268.00	157793.55	36012.38	241525.25
101 336 802	101 336 801	Emergency Services	0.00	0.00	0.00	0.00	0.00		
101 444 818	101 446 801	Highway-Chloride	25,000.00	12,849.85	13,203.88	25,000.00	11080.38		25000.00
101 444 818		Gravel & Construction	160,000.00	4,311.38	124,299.57	200,000.00	102631.38		200000.00
101 446 801		Brush Spraying	4,000.00	0.00	0.00	4,000.00	1146.79		4000.00
101 916 818	101 445 934	Drain at Large	10,000.00	7,234.32	30,238.59	10,000.00	869.12		10000.00
101 925 710	101 101 840	Insurance/Bonds/Comp.	10,000.00	22,900.00	8,618.04	40,000.00	24624.04	2000.00	40000.00
101 953 715		Withholding (Match)	8,000.00	6,659.25	6,243.96	10,000.00	6539.70	2000.00	10000.00
101 953 961	101 101 801	Legal Fees	5,000.00	4,351.26	22,672.00	50,000.00	26312.78	12000.00	40000.00
101 953 962	101 101 803	Planning Commission	267.00	0.00	0.00	100,267.00	25257.77	25000.00	75000.00
101 103 958	101 101 948	Website Design/Maint.	3,000.00	687.08	650.00	3,000.00	1210.00		4000.00
101 103 925	101 101 852	Broadband	20,000.00	0.00	0.00	50,000.00	0.00		0.00
101-265-880	101 265 880	Community improvements	30,000.00	5,000.00	0.00	20,000.00	0.00		10000.00
PLANNING/ZONING									
	101 701 801	Planning Services							8500.00
	101 701 703	Planning Commission Salary							6000.00
	101 702 801	Zoning Administration							10000.00
	101 702 703	ZBA Salary							2100.00
	101 702 820	Inspection/Enforcement Services							13000.00
	101 702 830	Zoning Software							6000.00
	101 702 910	Planning/Zoning Education							2000.00
	101 702 955	Planning/ Zoning Misc							1000.00
	101 702 802	Planning/Zoning Legal Fees							6000.00
	101 702 850	Planning/Zoning Advertising							1000.00
	101 702 861	Planning/Zoning Travel							250
		TOTAL	531,581.00	203,827.61	345,524.59	823,535.00	357,465.51	77012.38	715375.25
Proposed Ending Fund Balance:			620,188.83	996,042.98	1,138,603.01	797,068.01		1662108.68	

	Uniform Accounts	2023-2024 Projected	2023-2024 Actual	2023-2024 Difference	2024-2025 Projected	2024-2025 Forecasted Actual (update after budget meeting)	2024-2025 Difference	2025-2026 Projected	2025-2026 Actual	2025-2026 Difference	2026-2027 Projected	2026-2027 Actual	2026-2027 Difference
Scope of Work		\$100,000.00	\$100,000.00		\$65,000.00	\$65,000.00		\$65,000.00			\$65,000.00		
BS&A (\$15,000.00 request sent to Eagle Board to include the \$1,000 cost for McKenna to assist setup). BS&A Proposed Cost is \$11,090.00 + \$1,000.00 for McKenna Setup = \$12,090.00	702	\$12,090.00	\$0.00	\$12,090.00	\$12,090.00	\$0.00	\$12,090.00	\$2,340.00	\$0.00	\$2,340.00	\$2,340.00	\$0.00	\$2,340.00
Master Plan	701	\$10,000.00	\$6,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Master Plan Language Admendment Hourly Billing	701	\$0.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00
Map Publications	701	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00
P/C Pay 12 Meetings Chair: \$65.00 per meeting, Regular Member: \$45.00	702	\$3,180.00	\$0.00	\$3,180.00	\$3,180.00	\$0.00	\$3,180.00	\$3,180.00	\$0.00	\$3,180.00	\$3,180.00	\$0.00	\$3,180.00
P/C Special Meeting Pay Chair: \$65.00 per meeting, Regular Member: \$45.00	702	\$2,650.00	\$0.00	\$2,650.00	\$2,650.00	\$0.00	\$2,650.00	\$2,650.00	\$0.00	\$2,650.00	\$2,650.00	\$0.00	\$2,650.00
Zoning Ordinance	702	\$10,000.00	\$6,900.00	\$3,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Zoning Language Admendment Hourly Billing	702	\$0.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00
Zoning System Setup	702	\$3,000.00	\$2,805.00	\$195.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Inspection & Enforcement Schedule	702	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly	Biweekly
Biweekly Inspection & Enforcement	702	\$13,000.00	\$0.00	\$13,000.00	\$13,000.00	\$0.00	\$13,000.00	\$13,000.00	\$0.00	\$13,000.00	\$13,000.00	\$0.00	\$13,000.00
Engineering Services (this will be recouped, but didn't minus it out on propuse)	702	\$2,500.00	\$0.00	\$2,500.00	\$4,000.00	\$0.00	\$4,000.00	\$4,000.00	\$0.00	\$4,000.00	\$4,000.00	\$0.00	\$4,000.00
Zoning Applicant Inquiries	702	\$5,500.00	\$1,345.00	\$4,155.00	\$5,500.00	\$0.00	\$5,500.00	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00
Training	702	\$1,250.00	\$1,750.00	-\$500.00	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00
Reference Material	701	\$800.00	\$186.00	\$614.00	\$800.00	\$0.00	\$800.00	\$500.00	\$0.00	\$500.00	\$250.00	\$0.00	\$250.00
ZBA Pay Chair: \$65.00 per meeting, Regular Member: \$45.00	702	\$852.00	\$0.00	\$852.00	\$2,100.00	\$0.00	\$2,100.00	\$2,100.00	\$0.00	\$2,100.00	\$2,100.00	\$0.00	\$2,100.00



Memorandum

TO: Eagle Township
FROM: Christopher Khorey, AICP
SUBJECT: Two Year Financial Analysis for Eagle Planning and Zoning
DATE: January 24, 2024

As requested, below please find a month-by-month estimate of Eagle Township Planning and Zoning Administration costs and revenue.

Please note that these fees are **estimates**, and are subject to change (up or down) based on permit and approval activity. Our estimated permit activity is based on previous Clinton County activity, communications with potential applicants to this point, and other evidence of the potential activity. Specifically, the following are included, then averaged over the months included in the analysis.

- 15 Zoning Compliance Permits (Fences, Sheds, Single Family Homes, etc) Per Year
 - Escrow Per Application: \$605
- 10 Lot Splits Per Year
 - Escrow Per Application: \$770
- 3 Special Use Permits Per Year
 - Escrow Per Application: \$2,625
- 5 Site Plans Per Year
 - Escrow Per Application: \$4,048

- 1 Large-Scale Planned Unit Development (the Megasite)
 - Escrow Per Application: \$15,178

Total Estimated Escrow Revenue Per Year: \$52,479

Of the escrow revenue, the Township keeps the Administration Fee, which is equivalent to 10% of all other costs included the escrow (see our Fee Schedule Memo). Based on our estimates above, the Township would collect **\$4,830 per year** in Administration Fees.

The Township will also collect \$75 from the escrows for each inspection performed. Our estimate above would include at least 78 inspections per year, for revenue of **\$5,850 per year**.

All other escrow revenue would either be paid out to Township vendors (McKenna, Attorney, Assessor, etc) or returned to applicants. McKenna attendance at Planning Commission meetings would be covered by applicants if there is an application pending. We have reduced the Township's share of ongoing McKenna costs accordingly.

MCKENNA



Month						Revenue		Impact to General Fund
	Master Plan/ Zoning Ordinance /System Setup	PC/ZBA Stipends*	BS&A	Zoning Administration (Non-Escrow Funded)	Inspections and Enforcement**	Administration Fees	Inspection Fees	
2024								
January	\$5,500	\$2,120	\$924.16	\$250	\$100	\$0	\$0	\$8,894
February	\$5,500	\$2,120	\$924.16	\$250	\$500	\$0	\$0	\$9,294
March	\$3,000	\$2,120	\$924.16	\$500	\$1,000	\$483	\$585	\$6,476
April	\$2,000	\$2,120	\$924.16	\$500	\$1,000	\$483	\$585	\$5,476
May	\$2,000	\$2,120	\$924.16	\$500	\$1,000	\$483	\$585	\$5,476
June	\$1,250	\$2,120	\$924.16	\$500	\$1,000	\$483	\$585	\$4,726
July	\$1,250	\$2,120	\$924.16	\$500	\$1,000	\$483	\$585	\$4,726
August	\$2,000	\$2,120	\$924.16	\$500	\$1,000	\$483	\$585	\$5,476
September	\$0	\$2,120	\$924.16	\$500	\$1,000	\$483	\$585	\$3,476
October	\$0	\$2,120	\$924.16	\$500	\$1,000	\$483	\$585	\$3,476
November	\$0	\$2,120	\$924.16	\$500	\$1,000	\$483	\$585	\$3,476
December	\$0	\$2,120	\$924.16	\$500	\$1,000	\$483	\$585	\$3,476
2024 Total	\$22,500	\$25,440	\$11,090	\$5,500	\$10,600	\$4,830	\$5,850	\$64,450
2025								
January	\$0	\$2,120	\$195	\$500	\$1,000	\$402.50	\$487.50	\$2,925
February	\$0	\$2,120	\$195	\$500	\$1,000	\$402.50	\$487.50	\$2,925
March	\$0	\$2,120	\$195	\$500	\$1,000	\$402.50	\$487.50	\$2,925
April	\$0	\$2,120	\$195	\$500	\$1,000	\$402.50	\$487.50	\$2,925
May	\$0	\$2,120	\$195	\$500	\$1,000	\$402.50	\$487.50	\$2,925
June	\$0	\$2,120	\$195	\$500	\$1,000	\$402.50	\$487.50	\$2,925
July	\$0	\$2,120	\$195	\$500	\$1,000	\$402.50	\$487.50	\$2,925
August	\$0	\$2,120	\$195	\$500	\$1,000	\$402.50	\$487.50	\$2,925
September	\$0	\$2,120	\$195	\$500	\$1,000	\$402.50	\$487.50	\$2,925
October	\$0	\$2,120	\$195	\$500	\$1,000	\$402.50	\$487.50	\$2,925
November	\$0	\$2,120	\$195	\$500	\$1,000	\$402.50	\$487.50	\$2,925
December	\$0	\$2,120	\$195	\$500	\$1,000	\$402.50	\$487.50	\$2,925
2025 Total	\$0	\$25,440	\$2,340	\$6,000	\$12,000	\$4,830	\$5,850	\$35,100

*\$3,180 annually per member x 8 members (5 PC, 3 ZBA)

**Assumes McKenna serves as enforcement officer through 2025.