

# October 11th, 2021 **AGENDA** Thornapple Township

**Our Vision:** Your vibrant and natural community, with a small-town heart.

**Our Mission:** To maintain effective government contributing to sustainable growth through sound investment while preserving the small-town heritage, recreational spaces, active agriculture, and the rural feel of our township.

## **\*NOTICE\***

**Zoom Access Computer or Phone**

**Meeting ID: 823 8526 2223**

**Passcode: 046158**

**+1 312 626 6799 US (Chicago)**

**+1 929 436 2866 US (New York)**

### **1. Invocation**

### **2. Pledge of Allegiance**

### **3. Roll Call:**

[ ] Schaefer [ ] Buckowing [ ] Campbell [ ] DeMaagd [ ] Selleck [ ] Rairigh [ ] Willshire

### **4. Approval of Printed Agenda:**

[ ] approve as presented [ ] approve as amended

### **5. Approval of Consent Agenda:** [ ] approve as presented [ ] approve as amended

a. [Minutes of the Regular Meeting of September 13th 2021](#)

b. DLSA Meeting Minutes [September 20th 2021](#)

c. [Revenue and Expenditure Report](#)

a. Invoice GL Distribution Report and Approval List totaling: \$175629.44

[Vendor Check Run](#) [Fund Register](#) [AP Invoice Approval](#)

d. [Financial Activities and Investments Report](#)

e. [Planning and Zoning Report](#)

f. [Emergency Services Committee Minutes of October 6th 2021](#)

g. [Chief's TTES Run Report](#)

h. [Code Enforcement Report](#)

i. [T.A.P.R.C. Meeting Minutes 8/11/2021](#)

j. Correspondence: [Boo Fest](#)

### **6. First Public Comment:** (Please limit comments to 3 minutes)

### **7. County Report:** Commissioner Catherine Getty

### **8. Reserved Time:**

### **9. Clerk's Report:**

### **10. Treasurer's Report:**

### **11. Emergency Services Report:**

a. Chiefs Run Report Summary

b. Summary

**12.Unfinished Business:**

- a. ARPA Funds Status: Received \$257,275.50 so far  
[ARPA Fact Sheet](#) [ARPA FAQ](#)

**13.New Business:**

- a. 2022/2023 budget meeting 10/14/2021 @7:30 am
- b. [Agenda Request Fire Safe Cabinet](#)
- c. [Agenda Request Supervisor Non-Statutory pay](#)
- d. [Agenda Request Snow Plowing](#)
- e. [Agenda Request Resolution #2021-14](#)

**14.Committee Reports:**

- a. Administration (Schaefer, Buckowing, Willshire)
- b. Cemetery (Willshire, DeMaagd, Rairigh)
- c. Middleville DDA Report (Schaefer)
- d. Elections (Willshire, Buckowing, Schaefer)
- e. Emergency Services (DeMaagd, Schaefer, Rairigh)
- f. Finance (Buckowing, Willshire, Rairigh)
- g. Parks and Recreation Report (Getty)
- h. Personnel – Compensation (Willshire, Campbell, Schaefer)
- i. Property and Public Utilities (Sellek, DeMaagd, Campbell)
- j. Roads and Highways (Campbell, DeMaagd, Selleck)
- k. Duncan Lake Sewer (Campbell, Selleck, Schaefer)
- l. Oak Opening (Getty, Schaefer, Selleck)

**15.Second Public Comment Period (Please limit comments to 5 minutes)**

**16.Poll of Members:**

Kim Selleck (Trustee)  
Sandy Rairigh (Trustee)  
Ross DeMaagd (Trustee)  
Curt Campbell (Trustee)  
Deb Buckowing (Treasurer)  
Cindy Willshire (Clerk)  
Eric Schaefer (Supervisor)

Adjournment time: \_\_\_\_\_ pm

Next regular monthly meeting scheduled for November 8th, 2021 @ 7:00 p.m.

# TOWNSHIP OF THORNAPPLE

Eric Schaefer, *Supervisor* / Debra K Buckowing, *Treasurer* / Cindy A. Willshire, *Clerk*  
Curt Campbell, *Trustee* / Ross DeMaagd, *Trustee* / Kim Selleck, *Trustee* / Sandra Rairigh, *Trustee*

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PO Box 459 - 200 E Main St. - Middleville, MI 49333



## REGULAR MEETING ZOOM MEETING & IN PERSON September 13, 2021

1. INVOCATION
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL

TIME: 7:00 P.M.

<b>ROLL CALL:</b>	Buckowing: Campbell: DeMaagd: Rairigh:	Present Present Present Present	Schaefer: Selleck: Willshire:	Present Present Present
<b>OTHERS PRESENT:</b>	Chief Randy Eaton, Catherine Getty, Amy Brown, Rob Ranes, Rachael Kruisenga, Mark Kolean, Andrew Beck, Pattie Rayl, Patty Campbell			

### 4. APPROVAL OF PRINTED AGENDA:

<b>MOTION STATED:</b>	Buckowing – Motion to approve printed agenda as presented.
<b>MOTION SUPPORTED:</b>	Rairigh
<b>MOTION STATUS:</b>	Approved by voice vote. 7 ayes and 0 no's.

### 5. APPROVAL OF CONSENT AGENDA:

<b>MOTION STATED:</b>	Buckowing – Approve the consent agenda as presented.
<b>MOTION SUPPORTED:</b>	Willshire
<b>MOTION STATUS:</b>	Approved by voice vote. 7 ayes and 0 no's.

**6. FIRST PUBLIC COMMENT:** Andrew Beck from the Middleville Lion's Club gave his thanks to the Thornapple Township for their support and participation in the 4<sup>th</sup> of July Celebration and fireworks held in Middleville this summer. He also asked that the township board consider making a three-year commitment of support that would allow for more long-term planning such as music venues. He hopes that between the village of Middleville, the DDA and the township there could be a three-year cycle allowing for support from each entity. Beck asked the board to consider this idea but asked for no direct commitment at this time.

**7. COUNTY REPORT:** Getty said the ARPA deadline was due on Friday and that more and more information is becoming available about what kinds of purchases qualify under the APRA funding. The County Board approved rezoning request presented by Bay Pointe. The courthouse parking lot was repaved and painted recently as it had been scheduled for 2020 and had been delayed due to the pandemic. New adult probation software was purchased and implemented. Census information is being reviewed and it is possible that with the redistricting there will be 8 county commissioners on the board rather than 7. There has been a lot of growth in the Northwest region of Barry County. In the past, Barry County had 8 commissioners, then because of population changes it went to 7. Now it may change again.

## 8. RESERVED TIME:

**A. Andrew Beck (Middleville Lion's Club):** See above public comment

**B. Mark Kolean (Shoreline Technology Solutions):** Mr. Kolean stated that a proposal had been included in the packet. He said Shoreline has worked with IVS in the past and suggested to the township that it might be a good fit. Kolean asked if the board had any questions for him. Rairigh asked him who were some of his other customers. Kolean said that he works with other townships and municipalities in Ottawa County, Allegan County as well as one customer in Muskegon County. Buckowing asked him if he works with larger companies. Kolean responded no, usually they are between five and fifty employees. Campbell said he would wait until later to ask his questions as they are more for the board rather than for Kolean.

## 9. CLERK'S REPORT: Within consent agenda

## 10. TREASURER'S REPORT: Within consent agenda

## 11. EMERGENCY SERVICES REPORT:

**A. Chief's Run Report Summary** – It has been another busy month. They are up 198 calls year to date as compared with last year. They are averaging 4.16 calls per day, and they had seventeen double hits this month with two occasions where there were three calls in the morning and then again in the afternoon. They gave up seven calls and had 37 turn overs from others. Buckowing asked the Chief if he thought this trend would continue? The Chief responded that they've noticed this trend from Mercy sending them more calls as well and they have been working on a plan to respond.

**B. Summary** – Chief Eaton requested the board approve the hiring of 6 new applicants to TTES. He is hoping for one medic, one EMT, two firefighters and two firefighter recruits. They would be for paid on call or part-time, but no full-time people at this time. Chief Eaton said he had filled three lieutenant positions. Medic 51 will get a front-end alignment tomorrow and thereafter on for further evaluation regarding the shaking. Chief Eaton gave a big thank you to the board for supporting their Turkey Dinner fundraiser. He also thanked the community of Thornapple Township for coming out and supporting them by buying a dinner and purchasing raffle tickets. The funds raised will be used for swift water rescue supplies, but they are reviewing their list of items and will make a final decision soon. Buckowing complimented the department on what a good job they did to make Heritage Days a success with the Turkey Dinner.

<b>MOTION STATED:</b>	Buckowing – Motion to approve the hiring of six new TTES employees as either paid on call or part-time.
<b>MOTION SUPPORTED:</b>	Willshire
<b>MOTION STATUS:</b>	Approved by voice vote. 7 ayes and 0 no's.

**12. UNFINISHED BUSINESS:**

A. Phone System upgrade (Port Date moved to September 23, 2021) – Schaefer advised that AT&T has agreed to port over the phone numbers, and he has been in discussion with other IT providers to support the township with the process.

**14. NEW BUSINESS:**

A. Transition of Township IT Services from Aunalytics to Shoreline Technology – Schaefer explained to the board that he had requested proposals from Aunalytics who didn't respond. There was another company that also did not respond. Shoreline responded as well as one other provider. However, they were more expensive and wanted to bundle services that the township wouldn't need. Campbell asked if this was an expected change and wondered why this would be done now. Buckowing explained that during covid, the market for IT providers had changed and Aunalytics is more geared toward larger customers such as large corporations and hospitals. When a need arises, they service their bigger clients first. A different provider who serves smaller sized customers might provide better service as they are more used to dealing with smaller customers. Campbell stated that he was part of the phone transition committee and didn't recall anything about needing to change IT service providers as part of that transition. Schaefer explained that, for example, part of the phone transition was that a switch needed to be upgraded. Aunalytics had quoted a Meraki power over ethernet switch at a cost of around \$8,000.00 to install and configure it. Schaefer already had board approval for about \$5,000 to have IVS do the switch along with the rest of the phone transition. Schaefer then asked Aunalytics for more information about how they calculate their fees. Kolean also mentioned that the Meraki router even if used, would result in little to no difference in service as the internet service isn't fast enough to notice the difference. Selleck said that he has had a terrible experience with Aunalytics in regard to getting his email issues resolved. Rairigh also said she has issues with getting her township email to work. Rairigh asked Schaefer if this was his recommendation. Schaefer confirmed that it was.

<b>MOTION STATED:</b>	Rairigh -Motion to approve transfer of the township's IT service from Aunalytics to Shoreline Technology Solutions.
<b>MOTION SUPPORTED:</b>	Willshire
<b>MOTION STATUS:</b>	Approved with a roll call vote of 7 yes's and 0 no's.

<b>ROLL CALL VOTE:</b>	Buckowing:	Yes	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Yes
	Rairigh:	Yes		



**B. Agenda Request – Oak Opening Workday Supplies (\$147.56).** Schaefer explained that a workday to treat the growing sassafras trees had been scheduled but due to the heat, it had been canceled for the time being. Nonetheless in preparation for the day, Getty had purchased some supplies consisting of herbicide and gloves needed for the project. Getty said she had about 16 volunteers coming on Thursday, and the high school football team planned on participating. Buckowing asked if any more supplies might be needed for the workday. Getty responded that Sarah Nelson said that this amount of herbicide should last a while, but they may need to buy some bottled water. Buckowing suggested that they amend the motion to NTE \$200 to allow for any other expenses that may come up. Willshire asked which GL # should be used. Buckowing suggested using some of the Shaw funds for this project. Willshire and Rairigh agreed. Schaefer asked Campbell if he would be willing to revise his motion to include the NTE \$200. Campbell agreed. Buckowing also agreed to the revision. Getty said that there has been a lot of growth since this Spring, and she has picked out a few areas to start working on along with direction from Sarah Nelson. The 16 volunteers will be starting on Thursday, the YMCA day of caring. The next workday is scheduled for October 10 with a rain date of October 17. Rairigh asked if there was poison ivy. Getty said all volunteers have been advised as to how to dress knowing the conditions. Schaefer said that they could “tackle” this with some help from the football team.

<b>MOTION STATED:</b>	Campbell - Motion to approve reimburse Catherine Getty for Oak Opening workday supplies in the amount of \$147.56 and any additional expenses NTE a grand total of \$200.00.
<b>MOTION SUPPORTED:</b>	Buckowing
<b>MOTION STATUS:</b>	Approved with a roll call vote of 7 yes's and 0 no's.

<b>ROLL CALL VOTE:</b>	Buckowing: Yes	Schaefer: Yes
	Campbell: Yes	Selleck: Yes
	DeMaagd: Yes	Willshire: Yes
	Rairigh: Yes	

**C. Agenda Request Annual Exemption for Health Insurance Resolution 12-2021 –** Rairigh stated the Ad-Hoc Committee had several meetings looking at the current carrier as well as other carriers and have decided to stay with the existing health insurance plan realizing that an 8% employee premium payment will be needed to make the amount the township pays slightly less than what the township paid two years ago. The overall goal is that the employee portion would get to 20% contribution rate which is the national average. Also, for anyone not taking the insurance, the stipend would be decreased from \$4426.76 per year to \$4,200.00 per year. Campbell asked which option on the resolution would be the one selected. Selleck also wondered if they got to choose one of the three options on the resolution. Buckowing explained it would be option 3 for this year. Campbell asked if they could choose option two, 80/20%. Campbell understood that the board wanted to move toward the 20% but by taking baby steps toward that and so for the time being they would need to select option three. Rairigh agreed that yes, that was the plan and that she hoped to get to 20% by the time of the next term. Rairigh requested the board handle this in two separate motions, one for the Resolution and one for the percentage employees pay.

<b>MOTION STATED:</b>	Willshire - Motion to approve Resolution 12-2021 Annual Exemption for Health Insurance (option 3)
<b>MOTION SUPPORTED:</b>	Buckowing
<b>MOTION STATUS:</b>	Approved with a roll call vote of 7 yes's and 0 no's.

<b>ROLL CALL VOTE:</b>	Buckowing: Yes	Schaefer: Yes
	Campbell: Yes	Selleck: Yes
	DeMaagd: Yes	Willshire: Yes
	Rairigh: Yes	

<b>MOTION STATED:</b>	Buckowing - Motion to accept Ad-Hoc Committee's recommendation for the 2021-2022 fiscal year to increase the employees' portion of the cost of the health insurance premium to 8% and to decrease the opt-out stipend to \$350.00.
<b>MOTION SUPPORTED:</b>	Willshire
<b>MOTION STATUS:</b>	Approved with a roll call vote of 7 yes's and 0 no's.

<b>ROLL CALL VOTE:</b>	Buckowing: Yes	Schaefer: Yes
	Campbell: Yes	Selleck: Yes
	DeMaagd: Yes	Willshire: Yes
	Rairigh: Yes	

**D. Agenda Request Sewer Connection Fee Resolution 13-2021 and rescind Resolution 15-2020 –** Selleck asked if both could be done in one motion and Schaefer explained it would need two separate motions. Selleck then made the first motion. DeMaagd asked if it would be worth reading the contents of the resolution for the public present. Ranes said he had read it. Schaefer then read the part of the resolution which said the hook-up fee would be \$11,000 for the remainder of 2021 and would then be increased to \$12,000 starting January 1, 2022. Schaefer then said he'd like to rescind the resolution that set the hook-up fee at \$25,000.

<b>MOTION STATED:</b>	Selleck - Motion to adopt Resolution 13-2021 Duncan Lake Sewer Connection Fee Chart.
<b>MOTION SUPPORTED:</b>	Buckowing
<b>MOTION STATUS:</b>	Approved with a roll call vote of 7 yes's and 0 no's.

<b>ROLL CALL VOTE:</b>	Buckowing:	Yes	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Yes
	Rairigh:	Yes		

<b>MOTION STATED:</b>	Selleck - Motion to rescind Resolution 15-2020 Duncan Lake Sewer Hook- up Fee Chart.
<b>MOTION SUPPORTED:</b>	Buckowing
<b>MOTION STATUS:</b>	Approved with a roll call vote of 7 yes's and 0 no's.

<b>ROLL CALL VOTE:</b>	Buckowing:	Yes	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Yes
	Rairigh:	Yes		

**E. ARPA Funds Status:** audit completed – approved (\$514,551.00) – Schaefer said that he had included the ‘Notice of Approval’ in the board packet for informational purposes and feels the board should schedule a meeting to discuss how the funds could be spent. Selleck asked if Schaefer could provide some guidelines as to how they could spend the funds. Schaefer said he hoped more information would become available soon. Buckowing suggests that board members review the strategic plan when considering how to spend the ARPA funds. Buckowing thanked Schaefer for all the hard work he put into the application to make sure everything was done correctly and on time. Buckowing also thanked Schaefer for going out of his way to help guide another township on how to apply for their own funds.

**F. Agenda Request for Committee Stipend for Elaine Denton** – Schaefer explained that Elaine Denton had been asked to work on reviewing the General Ordinances of the township and he felt the township should pay her something for her efforts. There has been one committee meeting so far. Campbell asked why there needed to be a motion for this action. Rairigh explained that because Denton was not on the township board and only on the planning and zoning commission that a motion was necessary to approve her payment for committee work. Rairigh explained that Denton was pulled into this project because she is very meticulous. Willshire explained that this is a separate job for the township that has nothing to do with the planning and zoning. Buckowing explained that there is an existing resolution which states that when it comes to personnel and pay the officers don't have the authority to approve it. That needs to be reviewed and addressed, but currently a motion by the board is needed to approve the pay for Denton's work.

<b>MOTION STATED:</b>	Rairigh - Motion to pay Elaine Denton a committee stipend of \$45 per meeting for her service on the General Ordinance Committee.
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<b>MOTION SUPPORTED:</b>	Buckowing
<b>MOTION STATUS:</b>	Approved with a roll call vote of 7 yes's and 0 no's.

<b>ROLL CALL VOTE:</b>	Buckowing:	Yes	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Yes
	Rairigh:	Yes		

## 15. COMMITTEE REPORTS:

**A. Administration (Schaefer, Buckowing, Willshire) – None**

**B. Cemetery (Willshire, DeMaagd, Rairigh) –** Rairigh asked if the flags from the cemetery would be removed during the YMCA Day of Caring. Buckowing said yes, the project was accepted and there was at least one person.

**C. Middleville DDA Report (Schaefer) –** Schaefer explained that the Concert Series was done. Heritage Days was a success as well. Patriot Day was also completed with the help of Buckowing. Buckowing thanked Katherine Schmidt for the great job she did.

**D. Elections (Willshire, Buckowing, Schaefer) – None**

**E. Emergency Services (DeMaagd, Schaefer, Rairigh) We've covered this**

**F. Finance (Buckowing, Willshire, Rairigh) None**

**G. Parks and Recreation Representative (Getty)** Getty confirmed there are two people signed up to pull the flags in the cemetery. There are a couple of TAPRC projects that didn't get picked up, but there are volunteers who are returning a mountain of bottles and cans. There are two concept plans for Sheridan Park. Getty will email a survey with questions for input on the plans. The next step is that Williams and Works will review plans and they'll complete their report which will include the cost of the plan and grant or other funding options. Once the report is finalized, Getty will present information to the village, school, and township. There aren't currently any sports going right now on the fields for TAPRC, but there is still other planning and preparation going on.

**H. Personnel – Compensation (Willshire, Campbell, Schaefer) - None**

**I. Property and Public Utilities (Selleck, DeMaagd, Campbell)** – Campbell said the traffic lights on Finkbeiner are almost ready. Chief Eaton said many people have commented that they thought it was a four-way stop. Thankfully they have not received any emergency calls for an accident there. Willshire said there is signage that it is not a four-way stop. Selleck said that once electricity is provided it will be a week of flashing before it is active. Buckowing asked Rayl, the Village of Middleville manager, if she had any updates. Rayl said that they are waiting for the other construction projects to be finished up before they turn it on to flashing. Once it flashes for a week then it will become active.

**J. Roads and Highways (Campbell, DeMaagd, Selleck)** – Campbell said 108<sup>th</sup> St, Gackler, Finkbeiner, Whitneyville from Crane to Parmalee and Garbow have all been chip sealed.

**K. Duncan Lake Sewer (Campbell, Selleck, Schaefer)** – DeMaagd asked if anyone had paid the higher hook-up rates under the old resolution that was rescinded today. Campbell and Buckowing confirmed there had not. DeMaagd was glad because he was wondering if any refunds needed to be considered. Campbell said that Peace Church had not gotten back with Larry Schaid when he offered for them to go in at 50% of the cost. Campbell is not sure if this is a final answer or if there is going to be more discussion. Schaefer said Triple Point is redesigning the upgrade of the system based on some samples that had been provided to them. Rairigh asked why Larry Schaid was the only person talking with Peace Church. Campbell explained that the DLSA felt the timeline was fast approaching to get financing secured. He needed to know whether Peace Church was in and for how much. Rairigh asked if Campbell would be the contact person to talk to Peace Church. Campbell said the church was going to get back to them by the end of August, but it hadn't happened. Buckowing said she had concerns because the board has the final authority rather than the DLSA as an advisory committee to the township board. Rairigh agreed. Buckowing stated that it is important that the township board considers the professional advice received when making decisions going forward.

## **16. SECOND PUBLIC COMMENT PERIOD:**

**A. Rob Ranes** – Feels that a lot has been learned about the hook up fees and was glad that the board decided to change the hook-up fee back to \$11,000 rather than setting it at \$12,000 right away. However, he feels that it would be beneficial for Peace Church and DLSA to work together on the expansion. Ranes has some concerns about how things are being communicated. Also, Ranes isn't confident that the costs are accurate as to the whole cost for the expansion/ upgrade. He knows it's important to get the system fixed and soon. 19 of the 23 were prepaid. He asked Buckowing to provide documentation to those 19 owners that they can have for their records in case there are changes in staff at the township. Also feels it is important to have better communication going forward about whether new people will be allowed on the system and what the costs are. He thanked everyone that has worked on resolving this issue and said there may be a house up soon across the street from him.

**B. Deb Buckowing** – Confirmed that the information Rob Ranes said was correct. He had contacted Buckowing to confirm the correct information when he had been given other information from a person that is not on the board. Buckowing said it was really important that the person representing the board be a member of the board or have the blessing of the board to ensure correct communication. Buckowing said she had talked with Ranes and Schaefer about how important it is that the board have everything

worked out and final before communicating that information to those on the system so there isn't any misunderstandings about what is going to happen. Ranes said it is important because there is a lot of money being collected in the quarterly billing and those with a special assessment. He feels it is very important to make sure more information is reviewed before making a decision.

**C. Patty Rayl** – Congratulations to all of us on the new growth in the area as shown in the 2020 census data. Rayl says with a lot of new people in town that they will be interested in the new amenities offered in the area. She is looking forward to working on those projects.

**D. Rachael Kruisenga** – Thanked the board for reviewing the hook-up fees and all their work on it.

## 17. POLL OF MEMBERS:

**Kim Selleck (Trustee)** – Agreed with Rairigh that the Sheridan Park designs look great.

**Sandy Rairigh (Trustee)** – Looked over the Sheridan Park designs, and they look fabulous.

**Ross DeMaagd (Trustee)** – Explained about the difference between Hastings Flying Association and Thornapple Flying Academy to Buckowing and board.

**Curt Campbell (Trustee)** – None.

**Deb Buckowing (Treasurer)** – Thank you to the Thornapple Flying Academy for the fly over they did as part of the Patriot Day celebration. Buckowing said she has been involved for the last 5 years of Patriot Day and 17 years of Memorial Day celebrations and she very much appreciates the Fly overs that pilots have done. Buckowing also wanted to clarify that she appreciates all the work that DLSA has done. When she mentioned some issues of neglect, she wanted to clarify that it wasn't by the DLSA but rather many years ago in the township records. She wanted to apologize if there was any misunderstanding about that.

**Cindy Willshire (Clerk)** – None.

**Eric Schaefer (Supervisor)** – None.

## 18. ADJOURNMENT:

**TIME: 8:29 P.M.**

<b>MOTION STATED:</b>	Campbell – Motion to adjourn.
<b>MOTION SUPPORTED:</b>	Buckowing
<b>MOTION STATUS:</b>	Approved by voice vote. 7 ayes and 0 no's.

Amy Brown, Recording Secretary

Approved \_\_\_\_/2021\_\_

DRAFT

**DUNCAN LAKE SEWER AUTHORITY**

**Minutes of Meeting on Monday, September 20, 2021 at Thornapple Township Hall**

Meeting was called to order at 7:02 PM

**Item #1 – Roll Call:** Eric Schaefer, Curt Campbell, Kim Selleck, Bryan Finkbeiner and Larry Schaidt were present. Guests were Dan Westenburg (in the room – from Progressive AE), Scott Kafka and Ben Shakman (Zoom – from Triplepoint). Todd Hulst and Joe Lyons were absent (excused).

**Item #2 – Secretary’s Minutes:** Approval of minutes of 8/10/2021 meeting. Schaidt motioned to approve as submitted, with support from Selleck. Unanimously approved.

**Item #3 – Reserved Time:** None

**Item #4 – Public Comment:** None

**Item #5 - Lyons Report:** None

**Item #6 – Finkbeiner Report:**

a) An aerator motor went out; it’s being diagnosed and fixed to put back into service.

b) Getting ready for Fall discharges.

**Item #7 – Unfinished Business:**

a) Sewer upgrade funding: No new information.

b) Peace Church Connection: They have not formally responded to our ‘half the cost’ offer, but verbally indicated they would like to connect, though not at half the cost.

**Item #8 – New Business:**

a) Permit Review with Progressive AE and Triplepoint: The review was presented primarily by Dan W., with comments from the Triplepoint reps. See accompanying pdf of “Design Progress Meeting Agenda”, dated 9-20-21 for reference.

b) 3 Phase Power Recommendation: Will submit a form to Consumers Energy to request a formal quote to upgrade electrical service at the sewer plant to 3 phase power. Progressive/Triplepoint believe that for a 180 REU system with the amount of ammonia we need to aerate for, 3 phase power will pay for itself in 10 years.

**Item #9 – Closing Comments:** None

**Item #10 - Next Meeting:** TBD, after Peace Church response to connection offer

**Item #11 – Adjournment:** 9:13 PM

Respectfully Submitted,

Curt Campbell, Secretary



PERIOD ENDING 09/30/2021

% Fiscal Year Completed: 50.14

GL NUMBER	DESCRIPTION	2021-22		YTD BALANCE		ACTIVITY FOR	AVAILABLE	
		AMENDED BUDGET	NORMAL	09/30/2021	09/30/2021	MONTH 09/30/2021	NORMAL	% BDT
				(ABNORMAL)	INCREASE (DECREASE)		(ABNORMAL)	USED
Fund 101 - GENERAL FUND								
Revenues								
Dept 000								
101-000-402.000	CURRENT TAX COLLECTION	297,343.00		10,774.11	0.00		286,568.89	3.62
101-000-405.000	HILLTOP LITE/SP ASSESSMENT	2,220.00		60.00	0.00		2,160.00	2.70
101-000-447.000	PROP TAX ADMINISTRATION FEES	130,365.00		41,943.64	32,604.92		88,421.36	32.17
101-000-450.000	MOBILE HOME FEES	1,500.00		769.00	769.00		731.00	51.27
101-000-574.000	STATE SHARED REVENUE	400,370.00		223,654.00	0.00		176,716.00	55.86
101-000-626.100	CHG FOR SERV/SUMMER SCHOOL TAX	8,350.00		8,480.00	0.00		(130.00)	101.56
101-000-626.200	CHRG FOR SERV/ZONING	6,500.00		4,745.00	1,200.00		1,755.00	73.00
101-000-643.000	SALE OF CEMETERY LOTS	2,500.00		11,045.00	2,150.00		(8,545.00)	441.80
101-000-643.100	CEM OPEN/CLOSING FEES	10,000.00		6,995.00	0.00		3,005.00	69.95
101-000-643.200	CEM FOUNDATION FEES	6,000.00		3,900.95	529.84		2,099.05	65.02
101-000-665.000	EARNED INTEREST	6,000.00		346.86	36.71		5,653.14	5.78
101-000-694.000	MISC REVENUE	500.00		12,191.00	4.00		(11,691.00)	2,438.20
101-000-694.100	METRO ACT	6,000.00		6,613.41	0.00		(613.41)	110.22
Total Dept 000		877,648.00		331,517.97	37,294.47		546,130.03	37.77
Dept 441 - PERSONAL PRORPERTY TAXES REIMBURSEMENT								
101-441-402.200	PERSONAL PROPERTY TAX REIMBURSEMENT	1,000.00		0.00	0.00		1,000.00	0.00
Total Dept 441 - PERSONAL PRORPERTY TAXES REIMBURSEMENT		1,000.00		0.00	0.00		1,000.00	0.00
TOTAL REVENUES								
		878,648.00		331,517.97	37,294.47		547,130.03	37.73
Expenditures								
Dept 103 - TOWNSHIP BOARD								
101-103-702.000	SALARIES/TRUSTEES	10,000.00		4,200.00	800.00		5,800.00	42.00
101-103-702.100	OTHER WAGES/RECORDING SECRETARY	1,000.00		375.00	75.00		625.00	37.50
101-103-715.000	FICA/MEDICARE CONTRIBUTION	1,000.00		353.57	67.69		646.43	35.36
101-103-719.000	PENSION PLAN	200.00		46.75	10.00		153.25	23.38
101-103-956.000	MISCELLANEOUS	100.00		0.00	0.00		100.00	0.00
101-103-960.000	EDUCATION AND TRAINING	1,500.00		597.00	597.00		903.00	39.80
Total Dept 103 - TOWNSHIP BOARD		13,800.00		5,572.32	1,549.69		8,227.68	40.38
Dept 175 - SUPERVISOR								
101-175-702.000	SALARIES	32,660.00		16,295.96	2,512.00		16,364.04	49.90
101-175-702.001	NON-STATUTORY DUTY SALARY	5,763.00		2,875.84	443.30		2,887.16	49.90
101-175-715.000	FICA/MEDICARE CONTRIBUTION	2,500.00		1,398.57	215.46		1,101.43	55.94
101-175-718.000	HEALTH INSURANCE PREMIUM	26,500.00		15,694.66	2,230.46		10,805.34	59.23
101-175-719.000	PENSION PLAN	2,000.00		0.00	0.00		2,000.00	0.00
101-175-956.000	MISCELLANEOUS	250.00		0.00	0.00		250.00	0.00
101-175-960.000	EDUCATION AND TRAINING	2,000.00		0.00	0.00		2,000.00	0.00
Total Dept 175 - SUPERVISOR		71,673.00		36,265.03	5,401.22		35,407.97	50.60
Dept 191 - ELECTIONS								
101-191-702.000	SALARIES	3,000.00		0.00	0.00		3,000.00	0.00
101-191-719.000	PENSION PLAN	40.00		0.00	0.00		40.00	0.00
101-191-730.000	POSTAGE	3,000.00		0.00	0.00		3,000.00	0.00
101-191-740.000	OFFICE/OPERATING SUPPLIES	4,000.00		213.75	0.00		3,786.25	5.34

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PERIOD ENDING 09/30/2021

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% Fiscal Year Completed: 50.14

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 09/30/2021		ACTIVITY FOR MONTH 09/30/2021 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDGT USED
			NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
101-191-808.000	PROFESSIONAL SERVICES-MISC	400.00	2,590.00		0.00	(2,190.00)	647.50	
101-191-905.000	PUBLISHING	500.00	0.00		0.00	500.00	0.00	
101-191-956.000	MISCELLANEOUS	200.00	0.00		0.00	200.00	0.00	
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Total Dept 191 - ELECTIONS		11,140.00	2,803.75		0.00	8,336.25	25.17	
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Dept 209 - ASSESSOR								
101-209-730.000	POSTAGE	3,000.00	0.00		0.00	3,000.00	0.00	
101-209-808.000	PROF SERVICES - CONTRACTOR	51,500.00	25,956.00		4,326.00	25,544.00	50.40	
101-209-808.100	PROF SERV - OTHER	300.00	235.00		0.00	65.00	78.33	
101-209-826.000	LEGAL FEES	5,000.00	175.50		175.50	4,824.50	3.51	
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Total Dept 209 - ASSESSOR		59,800.00	26,366.50		4,501.50	33,433.50	44.09	
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Dept 215 - CLERK								
101-215-702.000	SALARIES	31,796.00	15,866.89		2,445.85	15,929.11	49.90	
101-215-702.001	NON-STATUTORY DUTY SALARY	13,627.00	6,800.10		1,048.23	6,826.90	49.90	
101-215-702.100	OTHER WAGES/DEPUTY CLERK	27,810.00	13,022.99		2,193.66	14,787.01	46.83	
101-215-715.000	FICA/MEDICARE CONTRIBUTION	5,500.00	3,042.29		483.24	2,457.71	55.31	
101-215-718.100	PYMT IN LIEU OF INSURANCE	4,231.20	2,432.94		370.23	1,798.26	57.50	
101-215-719.000	PENSION PLAN	4,000.00	1,645.67		259.02	2,354.33	41.14	
101-215-956.000	MISCELLANEOUS	250.00	0.00		0.00	250.00	0.00	
101-215-960.000	EDUCATION AND TRAINING	1,200.00	0.00		0.00	1,200.00	0.00	
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Total Dept 215 - CLERK		88,414.20	42,810.88		6,800.23	45,603.32	48.42	
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Dept 247 - BOARD OF REVIEW								
101-247-702.000	SALARIES	2,400.00	240.00		0.00	2,160.00	10.00	
101-247-715.000	FICA/MEDICARE CONTRIBUTION	200.00	18.36		0.00	181.64	9.18	
101-247-956.000	MISCELLANEOUS	100.00	16.00		0.00	84.00	16.00	
101-247-960.000	EDUCATION AND TRAINING	400.00	0.00		0.00	400.00	0.00	
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Total Dept 247 - BOARD OF REVIEW		3,100.00	274.36		0.00	2,825.64	8.85	
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Dept 253 - TREASURER								
101-253-702.000	SALARIES	39,800.00	19,860.65		3,061.48	19,939.35	49.90	
101-253-702.001	NON-STATUTORY DUTY SALARY	9,950.00	4,965.05		765.36	4,984.95	49.90	
101-253-702.100	OTHER WAGES	28,840.00	13,577.67		2,200.75	15,262.33	47.08	
101-253-715.000	FICA/MEDICARE CONTRIBUTION	6,000.00	3,016.67		473.55	2,983.33	50.28	
101-253-718.000	HEALTH INSURANCE PREMIUM	26,500.00	15,694.66		2,230.46	10,805.34	59.23	
101-253-719.000	PENSION PLAN	4,000.00	1,920.16		301.38	2,079.84	48.00	
101-253-956.000	MISCELLANEOUS	100.00	0.00		0.00	100.00	0.00	
101-253-960.000	EDUCATION AND TRAINING	1,500.00	0.00		0.00	1,500.00	0.00	
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Total Dept 253 - TREASURER		116,690.00	59,034.86		9,032.98	57,655.14	50.59	
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Dept 265 - TOWNSHIP HALL								
101-265-808.000	PROFESSIONAL SERVICES	5,000.00	2,980.00		945.00	2,020.00	59.60	
101-265-920.000	UTILITIES	5,500.00	1,782.23		386.67	3,717.77	32.40	
101-265-930.000	REPAIR & MAINT/ BLDG & GRNDS	4,000.00	8,678.41		0.00	(4,678.41)	216.96	
101-265-956.000	MISCELLANEOUS	100.00	0.00		0.00	100.00	0.00	

PERIOD ENDING 09/30/2021

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GL NUMBER	DESCRIPTION	2021-22		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)	09/30/2021	09/30/2021	MONTH 09/30/2021	INCREASE (DECREASE)	BALANCE	% BDGT
								NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND									
Expenditures									
101-265-970.000	CAPITAL OUTLAY	11,000.00		10,267.00	9,315.00			733.00	93.34
Total Dept 265 - TOWNSHIP HALL		25,600.00		23,707.64	10,646.67			1,892.36	92.61
Dept 276 - CEMETERY									
101-276-740.000	OFFICE/OPERATING SUPPLIES	200.00		0.00	0.00			200.00	0.00
101-276-808.000	PROFESSIONAL SERVICES-MISC	26,800.00		11,166.65	0.00			15,633.35	41.67
101-276-808.100	OPEN/CLOSING FEES	10,000.00		7,075.00	0.00			2,925.00	70.75
101-276-808.200	FOUNDATION FEES	6,000.00		3,943.83	0.00			2,056.17	65.73
101-276-808.300	PLANNING & ENGINEERING	5,000.00		0.00	0.00			5,000.00	0.00
101-276-930.000	REPAIR & MAINT	13,500.00		1,056.81	0.00			12,443.19	7.83
101-276-931.000	BLDG & GROUNDS IMPROVEMENTS	1,000.00		670.88	50.00			329.12	67.09
101-276-956.000	MISCELLANEOUS	600.00		69.75	0.00			530.25	11.63
101-276-960.000	EDUCATION AND TRAINING	100.00		0.00	0.00			100.00	0.00
Total Dept 276 - CEMETERY		63,200.00		23,982.92	50.00			39,217.08	37.95
Dept 299 - ADMINISTRATION									
101-299-702.000	SALARIES	23,175.00		11,115.28	1,709.85			12,059.72	47.96
101-299-702.200	SALARIES-TAPRC REC DIRECTOR	0.00		16.00	1,211.54			(16.00)	100.00
101-299-715.000	FICA/MEDICARE CONTRIBUTION	1,800.00		850.34	223.49			949.66	47.24
101-299-719.000	PENSION PLAN	1,160.00		0.00	0.00			1,160.00	0.00
101-299-719.100	PENSION ADMIN EXPENSE	800.00		0.00	0.00			800.00	0.00
101-299-730.000	POSTAGE	4,000.00		2,346.00	0.00			1,654.00	58.65
101-299-740.000	OFFICE/OPERATING SUPPLIES	13,000.00		5,694.18	729.74			7,305.82	43.80
101-299-803.000	AUDIT EXPENSE	4,200.00		3,887.75	0.00			312.25	92.57
101-299-808.000	PROFESSIONAL SERVICES-MISC	52,000.00		20,517.68	2,129.96			31,482.32	39.46
101-299-826.000	LEGAL FEES	6,000.00		1,474.00	0.00			4,526.00	24.57
101-299-850.000	TELEPHONE EXPENSE	9,000.00		5,501.36	1,039.68			3,498.64	61.13
101-299-880.000	COMMUNITY PROMOTIONS	12,000.00		4,741.82	0.00			7,258.18	39.52
101-299-905.000	PUBLISHING	1,000.00		236.55	45.60			763.45	23.66
101-299-908.000	TOWNSHIP NEWSLETTER	900.00		0.00	0.00			900.00	0.00
101-299-910.000	INSURANCE AND BONDS	7,500.00		8,820.64	0.00			(1,320.64)	117.61
101-299-930.000	REPAIR & MAINT-GENERAL	4,000.00		0.00	0.00			4,000.00	0.00
101-299-956.000	MISCELLANEOUS	300.00		122.00	10.00			178.00	40.67
101-299-956.200	PRIOR YEAR TAX	200.00		4.40	0.00			195.60	2.20
101-299-956.300	PRIOR YEAR TAX ADMIN FEES	200.00		113.46	0.00			86.54	56.73
101-299-958.000	MEMBERSHIP AND DUES	6,500.00		6,248.20	200.00			251.80	96.13
101-299-960.000	EDUCATION AND TRAINING	500.00		0.00	0.00			500.00	0.00
101-299-979.000	EQUIPMENT - LEASED	3,500.00		846.18	423.09			2,653.82	24.18
Total Dept 299 - ADMINISTRATION		151,735.00		72,535.84	7,722.95			79,199.16	47.80
Dept 400 - PLANNING & ZONING									
101-400-702.000	SALARIES/PLANNING COMMISSION & CHAIR	5,000.00		1,520.00	0.00			3,480.00	30.40
101-400-702.100	OTHER WAGES / RECORDING SECRETARY	500.00		240.00	0.00			260.00	48.00
101-400-702.200	ZONING ADMIN/ENF OFFICER	45,423.00		23,666.99	3,494.08			21,756.01	52.10
101-400-702.300	ZONING BOARD OF APPEALS	1,000.00		415.00	0.00			585.00	41.50
101-400-702.600	ORDINANCE ENFORCEMENT OFFICER	7,365.00		3,259.99	504.28			4,105.01	44.26
101-400-715.000	FICA/MEDICARE CONTRIBUTION	4,550.00		2,293.89	315.58			2,256.11	50.42
101-400-718.000	HEALTH INSURANCE PREMIUM	11,550.00		5,336.44	758.34			6,213.56	46.20
101-400-719.000	PENSION PLAN	2,270.00		1,190.53	174.70			1,079.47	52.45
101-400-808.000	PROFESSIONAL SERVICES-MISC	2,000.00		0.00	0.00			2,000.00	0.00

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GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 09/30/2021		ACTIVITY FOR MONTH 09/30/2021 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDGT USED
			NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
101-400-826.000	LEGAL FEES	1,500.00	1,046.00		0.00	454.00		69.73
101-400-905.000	PUBLISHING	500.00	258.72		0.00	241.28		51.74
101-400-956.000	MISCELLANEOUS	1,500.00	601.48		193.20	898.52		40.10
101-400-958.000	MEMBERSHIP AND DUES	625.00	60.00		0.00	565.00		9.60
101-400-960.000	EDUCATION AND TRAINING	2,000.00	0.00		0.00	2,000.00		0.00
Total Dept 400 - PLANNING & ZONING								
		85,783.00	39,889.04		5,440.18	45,893.96		46.50
Dept 445 - DRAINS								
101-445-808.000	PROFESSIONAL SERVICES-DRAINS	1,500.00	0.00		0.00	1,500.00		0.00
Total Dept 445 - DRAINS								
		1,500.00	0.00		0.00	1,500.00		0.00
Dept 448 - STREETLIGHTING								
101-448-920.200	OTHER STREET LIGHTING	3,500.00	1,819.53		367.15	1,680.47		51.99
101-448-920.300	UTILITIES / HILLTOP	2,200.00	893.60		178.72	1,306.40		40.62
Total Dept 448 - STREETLIGHTING								
		5,700.00	2,713.13		545.87	2,986.87		47.60
Dept 449 - HIGHWAYS								
101-449-930.100	ROADS / DUST CONTROL	16,200.00	15,960.80		7,956.80	239.20		98.52
101-449-930.300	ROADS / GRAVEL	22,000.00	22,000.00		0.00	0.00		100.00
101-449-930.600	PAVED ROADS	100,000.00	100,000.00		100,000.00	0.00		100.00
101-449-991.000	DEBT SERVICE PRINCIPAL	15,285.00	0.00		0.00	15,285.00		0.00
101-449-995.000	INTEREST PAID	847.75	0.00		0.00	847.75		0.00
Total Dept 449 - HIGHWAYS								
		154,332.75	137,960.80		107,956.80	16,371.95		89.39
Dept 900 - LAND ACQUISITION								
101-900-974.000	LAND IMPROVEMENTS	150,000.00	0.00		0.00	150,000.00		0.00
Total Dept 900 - LAND ACQUISITION								
		150,000.00	0.00		0.00	150,000.00		0.00
TOTAL EXPENDITURES								
		1,002,467.95	473,917.07		159,648.09	528,550.88		47.28
Fund 101 - GENERAL FUND:								
TOTAL REVENUES								
		878,648.00	331,517.97		37,294.47	547,130.03		37.73
TOTAL EXPENDITURES								
		1,002,467.95	473,917.07		159,648.09	528,550.88		47.28
NET OF REVENUES & EXPENDITURES								
		(123,819.95)	(142,399.10)		(122,353.62)	18,579.15		115.00

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PERIOD ENDING 09/30/2021

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GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 09/30/2021		ACTIVITY FOR MONTH 09/30/2021 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDGT USED
			NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 205 - EMERGENCY SERVICES MILLAGE								
Revenues								
Dept 000								
205-000-402.000	CURRENT TAX COLLECTION	600,520.00	20,148.93		0.00	580,371.07	3.36	3.36
205-000-665.000	EARNED INTEREST	0.00	7.31		1.77	(7.31)	100.00	100.00
Total Dept 000		600,520.00	20,156.24		1.77	580,363.76	3.36	3.36
Dept 441 - PERSONAL PROPERTY TAXES REIMBURSEMENT								
205-441-402.200	PERSONAL PROPERTY TAX REIMBURSEMENT	26,600.00	27,394.51		0.00	(794.51)	102.99	102.99
Total Dept 441 - PERSONAL PROPERTY TAXES REIMBURSEMENT		26,600.00	27,394.51		0.00	(794.51)	102.99	102.99
TOTAL REVENUES		627,120.00	47,550.75		1.77	579,569.25	7.58	7.58
Expenditures								
Dept 000								
205-000-956.200	PRIOR YEAR TAX	0.00	8.26		0.00	(8.26)	100.00	100.00
Total Dept 000		0.00	8.26		0.00	(8.26)	100.00	100.00
Dept 206 - FIRE								
205-206-999.000	TRANSFER TO OTHER FUNDS-FIRE	300,260.00	0.00		0.00	300,260.00	0.00	0.00
Total Dept 206 - FIRE		300,260.00	0.00		0.00	300,260.00	0.00	0.00
Dept 303 - AMBULANCE								
205-303-999.000	TRANSFER TO OTHER FUNDS-AMB	210,182.00	0.00		0.00	210,182.00	0.00	0.00
Total Dept 303 - AMBULANCE		210,182.00	0.00		0.00	210,182.00	0.00	0.00
Dept 403 - ES CAPITAL PROJECTS								
205-403-999.000	TRANSFER TO OTHER FUNDS-ES CAPITAL PROJ	90,078.00	0.00		0.00	90,078.00	0.00	0.00
Total Dept 403 - ES CAPITAL PROJECTS		90,078.00	0.00		0.00	90,078.00	0.00	0.00
TOTAL EXPENDITURES		600,520.00	8.26		0.00	600,511.74	0.00	0.00
Fund 205 - EMERGENCY SERVICES MILLAGE:								
TOTAL REVENUES		627,120.00	47,550.75		1.77	579,569.25	7.58	7.58
TOTAL EXPENDITURES		600,520.00	8.26		0.00	600,511.74	0.00	0.00
NET OF REVENUES & EXPENDITURES		26,600.00	47,542.49		1.77	(20,942.49)	178.73	178.73





GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 09/30/2021		ACTIVITY FOR MONTH 09/30/2021 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDT USED
			NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 206 - FIRE DEPT								
TOTAL REVENUES		360,030.00		22,580.75	12.80	337,449.25		6.27
TOTAL EXPENDITURES		433,875.00		195,526.65	24,663.38	238,348.35		45.07
NET OF REVENUES & EXPENDITURES		(73,845.00)		(172,945.90)	(24,650.58)	99,100.90		234.20

PERIOD ENDING 09/30/2021

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GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 09/30/2021		ACTIVITY FOR MONTH 09/30/2021 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDDT USED
			NORMAL (ABNORMAL)			NORMAL	(ABNORMAL)	
Fund 220 - WEED CONTROL ASSESSMENTS								
Revenues								
Dept 000								
220-000-405.100	LAKE IMPROV/ASSESSMT	12,600.00	315.28		0.00	12,284.72		2.50
220-000-665.000	EARNED INTEREST	20.00	4.10		0.65	15.90		20.50
Total Dept 000		12,620.00	319.38		0.65	12,300.62		2.53
TOTAL REVENUES		12,620.00	319.38		0.65	12,300.62		2.53
Expenditures								
Dept 000								
220-000-803.000	AUDIT EXPENSE	275.00	0.00		0.00	275.00		0.00
Total Dept 000		275.00	0.00		0.00	275.00		0.00
Dept 442 - WEED CONTROL								
220-442-801.000	WEED CONTROL	12,000.00	7,940.00		1,050.00	4,060.00		66.17
Total Dept 442 - WEED CONTROL		12,000.00	7,940.00		1,050.00	4,060.00		66.17
TOTAL EXPENDITURES		12,275.00	7,940.00		1,050.00	4,335.00		64.68
Fund 220 - WEED CONTROL ASSESSMENTS:								
TOTAL REVENUES		12,620.00	319.38		0.65	12,300.62		2.53
TOTAL EXPENDITURES		12,275.00	7,940.00		1,050.00	4,335.00		64.68
NET OF REVENUES & EXPENDITURES		345.00	(7,620.62)		(1,049.35)	7,965.62		2,208.88

PERIOD ENDING 09/30/2021

% Fiscal Year Completed: 50.14

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 09/30/2021		ACTIVITY FOR MONTH 09/30/2021 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDGT USED
			NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 301 - ES EQUIPMENT BOND PAYMENT FUND								
Revenues								
Dept 000								
301-000-402.000	CURRENT TAX COLLECTION	0.00		3,637.42	0.00		(3,637.42)	100.00
301-000-665.000	EARNED INTEREST	0.00		2.20	0.49		(2.20)	100.00
301-000-694.000	MISC REVENUE	0.00		5,125.36	0.00		(5,125.36)	100.00
Total Dept 000		0.00		8,764.98	0.49		(8,764.98)	100.00
TOTAL REVENUES								
		0.00		8,764.98	0.49		(8,764.98)	100.00
Expenditures								
Dept 299 - ADMINISTRATION								
301-299-956.200	PRIOR YEAR TAX	0.00		1.46	0.00		(1.46)	100.00
Total Dept 299 - ADMINISTRATION		0.00		1.46	0.00		(1.46)	100.00
TOTAL EXPENDITURES								
		0.00		1.46	0.00		(1.46)	100.00
Fund 301 - ES EQUIPMENT BOND PAYMENT FUND:								
TOTAL REVENUES								
		0.00		8,764.98	0.49		(8,764.98)	100.00
TOTAL EXPENDITURES								
		0.00		1.46	0.00		(1.46)	100.00
NET OF REVENUES & EXPENDITURES								
		0.00		8,763.52	0.49		(8,763.52)	100.00

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PERIOD ENDING 09/30/2021

DB: THORNAPPLE

% Fiscal Year Completed: 50.14

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	NORMAL	09/30/2021 (ABNORMAL)	MONTH 09/30/2021 INCREASE (DECREASE)	NORMAL	ABNORMAL	BALANCE	% BDGT USED
Fund 303 - AMBULANCE ENTERPRISE FUND									
Revenues									
Dept 000									
303-000-626.000	CHARGE FOR SERVICES	450,000.00		224,703.17	37,309.66		225,296.83	49.93	
303-000-626.100	INSURANCE/CONTRACT ADJ	(150,000.00)		(74,160.81)	(17,604.22)		(75,830.19)	49.45	
303-000-627.000	TAPP MEMBERSHIP	7,600.00		315.00	90.00		7,285.00	4.14	
303-000-665.000	EARNED INTEREST	150.00		23.04	2.98		126.96	15.36	
303-000-694.000	MISC REVENUE	0.00		400.00	400.00		(400.00)	100.00	
303-000-699.000	APPROPRIATION TRANSFER IN	210,182.00		0.00	0.00		210,182.00	0.00	
Total Dept 000		517,932.00		151,271.40	20,198.42		366,660.60	29.21	
TOTAL REVENUES									
		517,932.00		151,271.40	20,198.42		366,660.60	29.21	
Expenditures									
Dept 000									
303-000-702.000	SALARIES	33,500.00		16,704.53	2,574.97		16,795.47	49.86	
303-000-702.100	OTHER WAGES	154,100.00		80,674.04	14,054.29		73,425.96	52.35	
303-000-702.400	FIRE/AMB OVERTIME FULL TIME	8,000.00		5,767.14	528.73		2,232.86	72.09	
303-000-702.500	FIRE/AMB OTHER-FULL TIME MEDICS	83,800.00		46,172.80	8,483.24		37,627.20	55.10	
303-000-715.000	FICA/MEDICARE CONTRIBUTION	17,250.00		11,378.91	1,949.92		5,871.09	65.96	
303-000-716.000	MI UNEMPLOYMENT COMP	2,700.00		0.00	0.00		2,700.00	0.00	
303-000-718.000	HEALTH INSURANCE PREMIUM	39,000.00		26,941.01	3,710.93		12,058.99	69.08	
303-000-719.000	PENSION PLAN	1,900.00		1,417.94	128.74		482.06	74.63	
303-000-719.100	PENSION ADMIN EXPENSE	200.00		0.00	0.00		200.00	0.00	
303-000-730.000	POSTAGE	75.00		0.00	0.00		75.00	0.00	
303-000-740.000	OFFICE/OPERATING SUPPLIES	7,000.00		760.57	43.61		6,239.43	10.87	
303-000-741.000	AMB OPERATING	16,000.00		7,144.96	661.94		8,855.04	44.66	
303-000-751.000	GASOLINE AND OIL	8,000.00		6,368.17	2,458.74		1,631.83	79.60	
303-000-768.000	UNIFORMS/PROTECTIVE GEARS	2,000.00		1,240.91	0.00		759.09	62.05	
303-000-803.000	AUDIT EXPENSE	3,800.00		3,887.75	0.00		(87.75)	102.31	
303-000-804.000	PHYSICALS EXAMINATIONS	2,000.00		145.50	145.50		1,854.50	7.28	
303-000-806.000	LICENSES	300.00		0.00	0.00		300.00	0.00	
303-000-808.000	PROFESSIONAL SERVICES-MISC	19,000.00		7,401.61	1,423.97		11,598.39	38.96	
303-000-808.100	ACCUMED BILLING FEES	22,000.00		10,316.70	3,421.57		11,683.30	46.89	
303-000-826.000	LEGAL FEES	1,800.00		0.00	0.00		1,800.00	0.00	
303-000-850.000	TELEPHONE EXPENSE	2,600.00		1,314.19	334.29		1,285.81	50.55	
303-000-880.000	COMMUNITY PROMOTIONS	750.00		0.00	0.00		750.00	0.00	
303-000-905.000	PUBLISHING	200.00		0.00	0.00		200.00	0.00	
303-000-910.000	INSURANCE AND BONDS	14,000.00		11,034.25	181.00		2,965.75	78.82	
303-000-910.100	WORKERS' COMP	2,000.00		2,976.08	0.00		(976.08)	148.80	
303-000-910.200	DISABILITY/LIFE	2,000.00		0.00	0.00		2,000.00	0.00	
303-000-920.000	UTILITIES	13,200.00		4,508.38	869.10		8,691.62	34.15	
303-000-930.000	REPAIR & MAINT-GENERAL	10,000.00		1,709.39	185.79		8,290.61	17.09	
303-000-931.000	REPAIR & MAINT-BLDG/GROUNDS	10,000.00		1,945.44	1,078.43		8,054.56	19.45	
303-000-939.000	REPAIR & MAINT-VEHICLES	9,000.00		5,835.42	2,927.49		3,164.58	64.84	
303-000-955.000	BAD DEBTS	15,000.00		0.00	0.00		15,000.00	0.00	
303-000-956.000	MISCELLANEOUS	700.00		190.37	37.91		509.63	27.20	
303-000-958.000	MEMBERSHIP AND DUES	1,200.00		500.00	0.00		700.00	41.67	
303-000-960.000	EDUCATION AND TRAINING	3,000.00		0.00	0.00		3,000.00	0.00	
303-000-961.000	EDUCATION & TRAINING-OTHERS	1,000.00		0.00	0.00		1,000.00	0.00	
303-000-968.000	DEPRECIATION EXP	20,000.00		0.00	0.00		20,000.00	0.00	



GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 09/30/2021		ACTIVITY FOR MONTH 09/30/2021 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDGT USED
			NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 303 - AMBULANCE ENTERPRISE FUND Expenditures		527,075.00	256,336.06		45,200.16	270,738.94		48.63
TOTAL EXPENDITURES								
Fund 303 - AMBULANCE ENTERPRISE FUND:								
TOTAL REVENUES		517,932.00	151,271.40		20,198.42	366,660.60		29.21
TOTAL EXPENDITURES		527,075.00	256,336.06		45,200.16	270,738.94		48.63
NET OF REVENUES & EXPENDITURES		(9,143.00)	(105,064.66)		(25,001.74)	95,921.66		1,149.13

PERIOD ENDING 09/30/2021

% Fiscal Year Completed: 50.14

GL NUMBER	DESCRIPTION	2021-22		YTD BALANCE		ACTIVITY FOR	AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)	09/30/2021	09/30/2021	MONTH 09/30/2021	NORMAL (ABNORMAL)	% BDC
					INCREASE (DECREASE)			USED
Fund 403 - EMERGENCY SERVICES CAPITAL IMPROVEMENTS								
Revenues								
Dept 000								
403-000-665.000	EARNED INTEREST	1,000.00		127.37	6.99		872.63	12.74
403-000-694.000	MISC REVENUE	0.00		2,313.65	2,313.65		(2,313.65)	100.00
Total Dept 000		1,000.00		2,441.02	2,320.64		(1,441.02)	244.10
Dept 205 - ES MILLAGE								
403-205-699.000	APPROPRIATION TRANSFER IN	90,078.00		0.00	0.00		90,078.00	0.00
Total Dept 205 - ES MILLAGE		90,078.00		0.00	0.00		90,078.00	0.00
TOTAL REVENUES		91,078.00		2,441.02	2,320.64		88,636.98	2.68
Expenditures								
Dept 000								
403-000-956.000	MISCELLANEOUS	0.00		(2,221.68)	0.00		2,221.68	100.00
Total Dept 000		0.00		(2,221.68)	0.00		2,221.68	100.00
Dept 206 - FIRE								
403-206-970.000	CAPITAL OUTLAY-FIRE	0.00		2,568.00	0.00		(2,568.00)	100.00
Total Dept 206 - FIRE		0.00		2,568.00	0.00		(2,568.00)	100.00
Dept 303 - AMBULANCE								
403-303-970.000	CAPITAL OUTLAY-AMBULANCE	220,000.00		219,656.70	0.00		343.30	99.84
Total Dept 303 - AMBULANCE		220,000.00		219,656.70	0.00		343.30	99.84
TOTAL EXPENDITURES		220,000.00		220,003.02	0.00		(3.02)	100.00
Fund 403 - EMERGENCY SERVICES CAPITAL IMPROVEMENTS:								
TOTAL REVENUES								
		91,078.00		2,441.02	2,320.64		88,636.98	2.68
TOTAL EXPENDITURES								
		220,000.00		220,003.02	0.00		(3.02)	100.00
NET OF REVENUES & EXPENDITURES								
		(128,922.00)		(217,562.00)	2,320.64		88,640.00	168.75

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PERIOD ENDING 09/30/2021

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% Fiscal Year Completed: 50.14

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	09/30/2021 NORMAL (ABNORMAL)	09/30/2021 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BDRG % USED		
Fund 804 - SEWER O & M FUND								
Revenues								
Dept 000								
804-000-626.000	CHARGE FOR SERVICES	135,000.00	103,160.00	35,950.00	31,840.00	76.41		
804-000-626.300	MISC EQUIP/INSTALL FEES-SEWER	25,000.00	(8,400.00)	(8,400.00)	33,400.00	(33.60)		
804-000-665.000	EARNED INTEREST	50.00	31.64	5.03	18.36	63.28		
804-000-669.000	PENALTY/INTEREST ON LATE PYMTS	500.00	340.00	0.00	160.00	68.00		
Total Dept 000		160,550.00	95,131.64	27,555.03	65,418.36	59.25		
TOTAL REVENUES		160,550.00	95,131.64	27,555.03	65,418.36	59.25		
Expenditures								
Dept 000								
804-000-702.000	SAL / OPER CONTRACT	13,440.00	5,600.00	1,120.00	7,840.00	41.67		
804-000-702.100	OTHER WAGES	200.00	200.00	0.00	0.00	100.00		
804-000-715.000	FICA/MEDICARE CONTRIBUTION	25.00	0.00	0.00	25.00	0.00		
804-000-719.000	PENSION PLAN	25.00	0.00	0.00	25.00	0.00		
804-000-740.000	OFFICE/OPERATING SUPPLIES	500.00	266.93	0.00	233.07	53.39		
804-000-740.100	OPERATING SUPPLIES-PUMPS/EQUIPMT	12,500.00	6,552.00	0.00	5,948.00	52.42		
804-000-740.200	OPERATING SUPPLIES-SEPTIC COMPT	2,000.00	0.00	0.00	2,000.00	0.00		
804-000-743.000	LAB EXPENSE	6,500.00	2,618.98	0.00	3,881.02	40.29		
804-000-803.000	AUDIT EXPENSE	1,000.00	836.75	0.00	163.25	83.68		
804-000-808.000	PROFESSIONAL SERVICES-ALUM/PHOSPHATE	16,000.00	7,545.00	0.00	8,455.00	47.16		
804-000-808.100	PROF SERVICES/COLLECTION SYSTEM MAINT	30,000.00	12,875.00	2,275.00	17,125.00	42.92		
804-000-808.200	COLLECTION SYSTEM-PUMPING TANKS	35,000.00	13,750.00	1,925.00	21,250.00	39.29		
804-000-808.300	COLLECTION SYSTEM-ELECTRICAL	3,150.00	277.50	0.00	2,872.50	8.81		
804-000-808.400	PROF SERV LAGOON ENGINEERING	0.00	31,525.16	4,822.76	(31,525.16)	100.00		
804-000-826.000	LEGAL FEES	2,000.00	451.50	0.00	1,548.50	22.58		
804-000-910.000	INSURANCE AND BONDS	2,000.00	902.68	0.00	1,097.32	45.13		
804-000-920.000	UTILITIES	5,500.00	6,168.57	2,774.23	(668.57)	112.16		
804-000-930.000	REPAIR & MAINT-GENERAL	5,500.00	3,347.90	600.00	2,152.10	60.87		
804-000-930.100	REPAIR & MAINT-WC/DUCK WEED/PLM	2,500.00	1,114.50	221.50	1,385.50	44.58		
804-000-931.000	REPAIR & MAIN-BLDG/GROUNDS/MOWING	5,500.00	1,240.00	210.00	4,260.00	22.55		
804-000-956.000	ANNUAL FEES MISC	1,500.00	0.00	0.00	1,500.00	0.00		
Total Dept 000		144,840.00	95,272.47	13,948.49	49,567.53	65.78		
TOTAL EXPENDITURES		144,840.00	95,272.47	13,948.49	49,567.53	65.78		
Fund 804 - SEWER O & M FUND:								
TOTAL REVENUES		160,550.00	95,131.64	27,555.03	65,418.36	59.25		
TOTAL EXPENDITURES		144,840.00	95,272.47	13,948.49	49,567.53	65.78		
NET OF REVENUES & EXPENDITURES		15,710.00	(140.83)	13,606.54	15,850.83	0.90		
TOTAL REVENUES - ALL FUNDS								
TOTAL EXPENDITURES - ALL FUNDS		2,647,978.00	659,577.89	87,384.27	1,988,400.11	24.91		
NET OF REVENUES & EXPENDITURES		2,941,052.95	1,249,004.99	244,510.12	1,692,047.96	42.47		
		(293,074.95)	(589,427.10)	(157,125.85)	296,352.15	201.12		

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INVOICE GL DISTRIBUTION REPORT FOR THORNAPPLE TOWNSHIP  
EXP CHECK RUN DATES 09/08/2021 - 10/06/2021  
BOTH JOURNALIZED AND UNJOURNALIZED  
PAID

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 103 TOWNSHIP BOARD					
101-103-960.000	EDUCATION AND TRAINING	FIRST NATIONAL BANK OF OMACC	STATEMENT 8-01 TO 8-31-	597.00	23683
	Total For Dept 103 TOWNSHI			597.00	
Dept 175 SUPERVISOR					
101-175-718.000	HEALTH INSURANCE PREMIUM	GUARDIAN	10/1-10/31/2021 COVERAGE	221.90	23704
101-175-718.000	HEALTH INSURANCE PREMIUM	PRIORITY HEALTH	10/1-10/31/2021 COVERAGE	2,147.32	23708
	Total For Dept 175 SUPERVI			2,369.22	
Dept 209 ASSESSOR					
101-209-808.000	PROFESSIONAL SERVICES-MISC	DANIEL R. SCHEUERMAN, ASSE	SEPTEMBER 2021 CONTRACT	4,326.00	23702
101-209-826.000	LEGAL FEES	CRYSTAL MORGAN, PLLC	TAX TRIBUNAL	175.50	23681
	Total For Dept 209 ASSESSC			4,501.50	
Dept 253 TREASURER					
101-253-718.000	HEALTH INSURANCE PREMIUM	GUARDIAN	10/1-10/31/2021 COVERAGE	221.90	23704
101-253-718.000	HEALTH INSURANCE PREMIUM	PRIORITY HEALTH	10/1-10/31/2021 COVERAGE	2,147.32	23708
	Total For Dept 253 TREASUF			2,369.22	
Dept 265 TOWNSHIP HALL					
101-265-808.000	PROFESSIONAL SERVICES	SPARKLING SOLUTIONS	OCTOBER CLEANING	525.00	23725
101-265-920.000	UTILITIES-TWP HALL	CONSUMERS ENERGY	8/4-9/1 ELECTRIC-TWP HALL	386.67	23680
101-265-920.000	UTILITIES	VILLAGE OF MIDDLEVILLE	200 E MAIN ST WATER & SEWE	101.72	23729
101-265-970.000	CAPITAL OUTLAY	IVSCOMM INC.	PHONE SYSTEM	9,315.00	23684
	Total For Dept 265 TOWNSHI			10,328.39	
Dept 276 CEMETERY					
101-276-931.000	BLDG & GROUNDS IMPROVEMENT	JIM'S PICKUP SERVICE	TTES & MT HOPE (SEPTEMBER)	50.00	23686
101-276-956.000	MISCELLANEOUS	VILLAGE OF MIDDLEVILLE	FREMONT STREET WATER 6/14/	65.43	23729
	Total For Dept 276 CEMETEF			115.43	
Dept 299 ADMINISTRATION					
101-299-740.000	OFFICE/OPERATING SUPPLIES	FIRST NATIONAL BANK OF OMACC	STATEMENT 8-01 TO 8-31-	29.98	23683
101-299-740.000	OFFICE/OPERATING SUPPLIES	MICHIGAN STATE INDUSTRIES	AMERICAN FLAG	29.95	23688
101-299-740.000	OFFICE/OPERATING SUPPLIES	GREAT AMERICA FINANCIAL SE	8/10-9/9 2021 SERVICES	589.71	23703
101-299-740.000	OFFICE/OPERATING SUPPLIES	SYNCB/AMAZON	TWP SUPPLIES	17.29	23711
101-299-740.000	OFFICE/OPERATING SUPPLIES	SYNCB/AMAZON	TWP SUPPLIES	19.87	23711
101-299-740.000	OFFICE/OPERATING SUPPLIES	DENISE PIERING	REIMBURSE FOR FRAMING OF S	44.00	23716
101-299-808.000	PROFESSIONAL SERVICES-MISC	AUNALYTICS, INC.	OCTOBER SERVICES	2,113.00	23675
101-299-850.000	TELEPHONE EXPENSE	AT & T	TWP HALL MONTHLY INTERNET	632.80	23700
101-299-850.000	TELEPHONE EXPENSE	VERIZON WIRELESS	8/20-9/19 SERVICES	203.32	23713
101-299-905.000	PUBLISHING	J-AD GRAPHICS	SYNOPSIS 8-14-21	45.60	23685
101-299-905.000	PUBLISHING	J-AD GRAPHICS	SYNOPSIS 9-13-21 & PUBLIC	45.60	23718
101-299-956.000	MISCELLANEOUS	GUARDIAN	10/1-10/31/2021 COVERAGE	10.00	23704
101-299-958.000	MEMBERSHIP AND DUES	MICHIGAN MUNICIPAL LEAGUE	LIMITED ASSOCIATE MEMBER C	200.00	23687
	Total For Dept 299 ADMINIS			3,981.12	
Dept 400 PLANNING & ZONING					
101-400-718.000	HEALTH INSURANCE PREMIUM	GUARDIAN	10/1-10/31/2021 COVERAGE	65.72	23704
101-400-718.000	HEALTH INSURANCE PREMIUM	PRIORITY HEALTH	10/1-10/31/2021 COVERAGE	740.46	23708
101-400-905.000	PUBLISHING	J-AD GRAPHICS	SYNOPSIS 9-13-21 & PUBLIC	73.92	23718
101-400-956.000	MISCELLANEOUS	STERRY BRAD WILLIAMS	130 MILES 8/3 - 8/31/21	72.80	23696
101-400-956.000	MISCELLANEOUS	STERRY BRAD WILLIAMS	215 MILES 9/2 - 9/29/21	120.40	23727
	Total For Dept 400 PLANNIN			1,073.30	
Dept 448 STREETLIGHTING					
101-448-920.200	OTHER STREET LIGHTING	CONSUMERS ENERGY	STREET LIGHTS 8/01/21 - 8/	359.47	23680
101-448-920.200	OTHER STREET LIGHTING	CONSUMERS ENERGY	LED LIGHT RD	7.68	23680
101-448-920.300	UTILITIES / HILLTOP	CONSUMERS ENERGY	STREET LIGHTS 8/01/21 - 8/	178.72	23680
	Total For Dept 448 STREETI			545.87	
Dept 449 HIGHWAYS					
101-449-930.600	PAVED ROADS	BARRY COUNTY ROAD COMMISS	ANNUAL PAYMENT FIRST YEAR	100,000.00	23676

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EXP CHECK RUN DATES 09/08/2021 - 10/06/2021

DB: THORNAPPLE

BOTH JOURNALIZED AND UNJOURNALIZED

PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 449 HIGHWAYS					
		Total For Dept 449 HIGHWAY		100,000.00	
		Total For Fund 101 GENERAL		125,881.05	
Fund 206 FIRE DEPT					
Dept 000					
206-000-718.000	HEALTH INSURANCE PREMIUM	GUARDIAN	10/1-10/31/2021 COVERAGE	184.56	23704
206-000-718.000	HEALTH INSURANCE PREMIUM	PRIORITY HEALTH	10/1-10/31/2021 COVERAGE	3,739.30	23708
206-000-740.000	OFFICE/OPERATING SUPPLIES	FIRST NATIONAL BANK OF OM	CC STATEMENT 8-01 TO 8-31-	5.00	23683
206-000-740.000	OFFICE/OPERATING SUPPLIES	SYNCB/AMAZON	TTES SUPPLIES	5.66	23711
206-000-740.000	OFFICE/OPERATING SUPPLIES	SYNCB/AMAZON	TTES SUPPLIES	32.95	23711
206-000-751.000	GASOLINE AND OIL	WEX BANK	SEPTEMBER 2021 FUEL	150.12	23730
206-000-804.000	PHYSICALS EXAMINATIONS	SPECTRUM HEALTH PENNOCK	OCGABRIEL HILL PRE-EMPLOYMEN	145.50	23726
206-000-808.000	PROFESSIONAL SERVICES-MISCAUNALYTICS, INC.		OCTOBER SERVICES	1,056.50	23675
206-000-808.000	PROFESSIONAL SERVICES-MISC	SPECTRUM BUSINESS	128 HIGH ST-TV, INTERNET &	39.72	23710
206-000-850.000	TELEPHONE EXPENSE	SPECTRUM BUSINESS	128 HIGH ST-TV, INTERNET &	79.98	23710
206-000-850.000	TELEPHONE EXPENSE	VERIZON WIRELESS	8/20-9/19 SERVICES	25.41	23713
206-000-880.000	COMMUNITY PROMOTIONS	FIRST NATIONAL BANK OF OM	CC STATEMENT 8-01 TO 8-31-	646.49	23683
206-000-920.000	UTILITIES	CONSUMERS ENERGY	8/3-8/31 TTES ELECTRIC	759.67	23680
206-000-920.000	UTILITIES	CONSUMERS ENERGY	128 HIGH ST-NATURAL GAS 8/	42.96	23680
206-000-920.000	UTILITIES	SPECTRUM BUSINESS	128 HIGH ST-TV, INTERNET &	66.49	23710
206-000-920.000	UTILITIES	VILLAGE OF MIDDLEVILLE	128 HIGH ST SEWER & WATER	377.30	23729
206-000-930.000	REPAIR & MAINT-GENERAL	JIM'S PICKUP SERVICE	TTES & MT HOPE (SEPTEMBER)	7.50	23686
206-000-930.000	REPAIR & MAINT-GENERAL	QUALITY AIR	SEPTEMBER 2021 MAINTENANCE	178.29	23693
206-000-930.000	REPAIR & MAINT GENERAL	SUB-AQUATICS INC, BREATHIN	7-27-2021 SEMI ANNUAL MAIN	702.25	23697
206-000-931.000	REPAIR & MAIN-BLDG/GROUNDE	JIM'S PICKUP SERVICE	TTES & MT HOPE (SEPTEMBER)	22.50	23686
206-000-931.000	REPAIR & MAIN-BLDG/GROUNDE	TRANE US INC.	KIT BLOWER	475.31	23699
206-000-931.000	REPAIR & MAIN-BLDG/GROUNDE	TRANE US INC.	BLOWER COIL MOTOR REPLACEM	580.63	23699
206-000-931.000	REPAIR & MAIN-BLDG/GROUNDE	TRANE US INC.	BLOWER COIL MOTOR REPLACEM	970.50	23728
206-000-939.000	REPAIR & MAINT-VEHICLES	TECH MASTERS	REPLACED LEAKY HUBCAPS	191.54	23698
206-000-956.000	MISCELLANEOUS	RANDY EATON	MILEAGE 8/09/21 TO 8/30/21	37.91	23694
206-000-956.000	MISCELLANEOUS	RANDY EATON	MILEAGE 8/29/21 TO 9/17/21	37.77	23724
		Total For Dept 000		10,561.81	
		Total For Fund 206 FIRE DE		10,561.81	
Fund 209 CEMETERY-SHAW					
Dept 000					
209-000-931.000	REPAIR & MAIN-BLDG/GROUNDE	CATHERINE GETTY	OAK OPENING WORK DAY SUPPI	147.56	23679
		Total For Dept 000		147.56	
		Total For Fund 209 CEMETEF		147.56	
Fund 220 WEED CONTROL ASSESSMENTS					
Dept 442 WEED CONTROL					
220-442-801.000	WEED CONTROL	PLM LAKE & LAND MANAGEMENT	AVAS SURVEY OF LAKE, WATEF	1,050.00	23707
		Total For Dept 442 WEED CC		1,050.00	
		Total For Fund 220 WEED CC		1,050.00	
Fund 303 AMBULANCE ENTERPRISE FUND					
Dept 000					
303-000-040.200	COLLECTIONS RECEIVABLE-AREAR	ARBOR PROFESSIONAL SOLUTICA	AUGUST 2021 BILLING FEES	37.00	23674
303-000-718.000	HEALTH INSURANCE PREMIUM	GUARDIAN	10/1-10/31/2021 COVERAGE	184.55	23704
303-000-718.000	HEALTH INSURANCE PREMIUM	PRIORITY HEALTH	10/1-10/31/2021 COVERAGE	3,739.29	23708
303-000-740.000	OFFICE/OPERATING SUPPLIES	FIRST NATIONAL BANK OF OM	CC STATEMENT 8-01 TO 8-31-	5.00	23683
303-000-740.000	OFFICE/OPERATING SUPPLIES	SYNCB/AMAZON	TTES SUPPLIES	5.66	23711
303-000-740.000	OFFICE/OPERATING SUPPLIES	SYNCB/AMAZON	TTES SUPPLIES	32.95	23711
303-000-741.000	AMB OPERATING	BOUND TREE MEDICAL LLC	AMB SUPPLIES	299.72	23678
303-000-741.000	AMB OPERATING	PURITY CYLINDER GASES INC	OXYGEN & GAS HAZ MAT FEE	65.85	23692
303-000-741.000	AMB OPERATING	PURITY CYLINDER GASES INC	OXYGEN & GAS HAZ MAT FEE	47.65	23692
303-000-741.000	AMB OPERATING	MCKESSON MEDICAL - SURGICF	AMBULANCE SUPPLIES	182.87	23705



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## INVOICE GL DISTRIBUTION REPORT FOR THORNAPPLE TOWNSHIP

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DB: THORNAPPLE

BOTH JOURNALIZED AND UNJOURNALIZED

PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 303 AMBULANCE ENTERPRISE FUND					
Dept 000					
303-000-741.000	AMB OPERATING	PURITY CYLINDER GASES INC	OXYGEN & GAS HAZ MAT FEE	65.85	23709
303-000-741.000	AMB OPERATING	MCKESSON MEDICAL - SURGIC	AMBULANCE SUPPLIES	361.59	23721
303-000-741.000	AMB OPERATING	PURITY CYLINDER GASES INC	OXYGEN & GAS HAZ MAT FEE	47.61	23723
303-000-741.000	AMB OPERATING	PURITY CYLINDER GASES INC	OXYGEN & GAS HAZ MAT FEE	218.77	23723
303-000-751.000	GASOLINE AND OIL	WEX BANK	SEPTEMBER 2021 FUEL	1,290.92	23730
303-000-804.000	PHYSICALS EXAMINATIONS	SPECTRUM HEALTH PENNOCK	OCGABRIEL HILL PRE-EMPLOYMEN	145.50	23726
303-000-808.000	PROFESSIONAL SERVICES-MISC	AUNALYTICS, INC.	OCTOBER SERVICES	1,056.50	23675
303-000-808.000	PROFESSIONAL SERVICES-MISC	STATE OF MICHIGAN - MDHHS	QUALITY ASSURANCE ASSESSME	327.76	23695
303-000-808.000	PROFESSIONAL SERVICES-MISC	SPECTRUM BUSINESS	128 HIGH ST-TV, INTERNET &	39.71	23710
303-000-808.100	ACCUMED BILLING FEES	ACCUMED GROUP	SEPTEMBER 2021 BILLING FEE	1,703.23	23714
303-000-850.000	TELEPHONE EXPENSE	SPECTRUM BUSINESS	128 HIGH ST-TV, INTERNET &	79.98	23710
303-000-850.000	TELEPHONE EXPENSE	VERIZON WIRELESS	8/20-9/19 SERVICES	127.08	23713
303-000-910.000	INSURANCE AND BONDS	EMC INSURANCE COMPANIES	4/1/2021 TO 3/31/2022 INSC	181.00	23682
303-000-920.000	UTILITIES	CONSUMERS ENERGY	8/3-8/31 TTES ELECTRIC	759.66	23680
303-000-920.000	UTILITIES	CONSUMERS ENERGY	128 HIGH ST-NATURAL GAS 8/	42.96	23680
303-000-920.000	UTILITIES	SPECTRUM BUSINESS	128 HIGH ST-TV, INTERNET &	66.48	23710
303-000-920.000	UTILITIES	VILLAGE OF MIDDLEVILLE	128 HIGH ST SEWER & WATER	377.29	23729
303-000-930.000	REPAIR & MAINT-GENERAL	JIM'S PICKUP SERVICE	TTES & MT HOPE (SEPTEMBER)	7.50	23686
303-000-930.000	REPAIR & MAINT-GENERAL	QUALITY AIR	SEPTEMBER 2021 MAINTENANCE	178.29	23693
303-000-931.000	REPAIR & MAIN-BLDG/GROUND	JIM'S PICKUP SERVICE	TTES & MT HOPE (SEPTEMBER)	22.50	23686
303-000-931.000	REPAIR & MAIN-BLDG/GROUND	TRANE US INC.	KIT BLOWER	475.31	23699
303-000-931.000	REPAIR & MAIN-BLDG/GROUND	TRANE US INC.	BLOWER COIL MOTOR REPLACEM	580.62	23699
303-000-931.000	REPAIR & MAIN-BLDG/GROUND	TRANE US INC.	BLOWER COIL MOTOR REPLACEM	970.50	23728
303-000-939.000	REPAIR & MAINT-VEHICLES	BATTERY PRODUCTS INC	VULVAN 180 VEHICLE MOUNT -	227.95	23677
303-000-939.000	REPAIR & MAINT-VEHICLES	MIDDLEVILLE PARTS PLUS	M-51 HEAD LIGHT BULBS	22.16	23689
303-000-939.000	REPAIR & MAINT-VEHICLES	TECH MASTERS	MEDIC 51 FULL CHECK UP	1,663.63	23698
303-000-939.000	REPAIR & MAINT-VEHICLES	MIDDLEVILLE PARTS PLUS	M-52 CLAMP	4.11	23706
303-000-939.000	REPAIR & MAINT-VEHICLES	TECH MASTERS	MEDIC 51 - DOOR HANDLE ANC	1,009.64	23712
303-000-956.000	MISCELLANEOUS	RANDY EATON	MILEAGE 8/09/21 TO 8/30/21	37.91	23694
303-000-956.000	MISCELLANEOUS	RANDY EATON	MILEAGE 8/29/21 TO 9/17/21	37.77	23724
Total For Dept 000				16,730.32	
Total For Fund 303 AMBULAN				16,730.32	
Fund 804 SEWER O & M FUND					
Dept 000					
804-000-626.000	CHARGE FOR SERVICES	JAMES KEYZER	REFUND OF OVERPAYMENT - HC	50.00	23719
804-000-626.300	MISC EQUIP/INSTALL FEES-SE	JAMES KEYZER	REFUND OF OVERPAYMENT - HC	8,400.00	23719
804-000-702.000	SAL / OPER CONTRACT	BRYAN FINKBEINER	SEPTEMBER 2021 SERVICES	1,120.00	23715
804-000-808.100	PROF SERVICES/COLLECTION	JOE & BARB'S SEPTIC SERVIC	SEPTEMBER 2021 SERVICES	2,525.00	23720
804-000-808.200	COLLECTION SYSTEM-PUMPING	JOE & BARB'S SEPTIC SERVIC	SEPTEMBER 2021 SERVICES	1,100.00	23720
804-000-808.300	COLLECTION SYSTEM-ELECTRIC	MORGAN ELECTRICAL SERVICES	FLOATS AT 7760 NOFFKE	155.00	23722
804-000-808.400	PROF SERV LAGOON ENGINEER	PROGRESSIVE AE	WWSL EXP DESIGN & CONSTR	4,742.76	23691
804-000-808.400	PROF SERV LAGOON ENGINEER	BRYAN FINKBEINER	SEPTEMBER 2021 SERVICES	60.00	23715
804-000-920.000	UTILITIES	CONSUMERS ENERGY	PARMALEE RD. 8/24/21 - 9/2	1,337.39	23701
804-000-930.000	REPAIR & MAINT-GENERAL	BRYAN FINKBEINER	SEPTEMBER 2021 SERVICES	80.00	23715
804-000-930.000	REPAIR & MAINT-GENERAL	FIXALL ELECTRIC MOTOR SERV	DLS LAGOON MOTOR REPLACEME	1,257.05	23717
804-000-930.100	REPAIR & MAINT-WC/DUCK WEE	PLM LAKE & LAND MANAGEMEN	WEED TREATMENT	221.50	23707
804-000-931.000	REPAIR & MAIN-BLDG/GROUND	ENTA PROPERTY MANAGEMENT, I	AUG 4 LAWN MAINTENANCE	210.00	23690
Total For Dept 000				21,258.70	
Total For Fund 804 SEWER C				21,258.70	

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INVOICE GL DISTRIBUTION REPORT FOR THORNAPPLE TOWNSHIP  
EXP CHECK RUN DATES 09/08/2021 - 10/06/2021  
BOTH JOURNALIZED AND UNJOURNALIZED  
PAID

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

Fund 101 GENERAL FUND	125,881.05
Fund 206 FIRE DEPT	10,561.81
Fund 209 CEMETERY-SHAW	147.56
Fund 220 WEED CONTROL ASSE	1,050.00
Fund 303 AMBULANCE ENTERPF	16,730.32
Fund 804 SEWER O & M FUND	21,258.70

175,629.44

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CHECK DATE FROM 09/08/2021 - 10/06/2021

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Total for fund 101 GENERAL FUND	125,881.05
Total for fund 206 FIRE DEPT	10,561.81
Total for fund 209 CEMETERY-SHAW	147.56
Total for fund 220 WEED CONTROL ASSESSMENTS	1,050.00
Total for fund 303 AMBULANCE ENTERPRISE FUND	16,730.32
Total for fund 804 SEWER O & M FUND	21,258.70
TOTAL - ALL FUNDS	175,629.44

**INVOICE APPROVAL LIST**  
For Board Meeting October 11, 2021

<b>Account Name and Number</b>	<b>Date</b>			<b>Fund Total</b>
			On-line Payment	
<b>Finance Committee Mtg:</b>	9/15/2021	9/29/2021	10/6/2021	
GENERAL FUND - 101	\$113,561.37	\$11,343.61	\$976.07	\$125,881.05
EMERGENCY SERVICES MILLAGE - 205	\$0.00	\$0.00	\$0.00	\$0.00
FIRE FUND - 206	\$4,706.55	\$4,174.07	\$1,681.19	\$10,561.81
CEMETERY - 209	\$147.56	\$0.00	\$0.00	\$147.56
WEED CONTROL ASSMTS - 220	\$0.00	\$1,050.00	\$0.00	\$1,050.00
SPENCER/RITA DRIVE MTC - 221	\$0.00	\$0.00	\$0.00	\$0.00
ES EQUIPMT BOND PMT FUND - 301	\$0.00	\$0.00	\$0.00	\$0.00
AMBULANCE FUND - 303	\$6,038.97	\$5,538.17	\$5,153.18	\$16,730.32
SPENCER/RITA DR - 304	\$0.00	\$0.00	\$0.00	\$0.00
EMS - EQUIPMENT BOND - 401	\$0.00	\$0.00	\$0.00	\$0.00
EMS - CAPITAL IMPROVEMENT - 403	\$0.00	\$0.00	\$0.00	\$0.00
TRUST AND AGENCY - 701	\$0.00	\$0.00	\$0.00	\$0.00
SEWER FUND - 804	\$4,952.76	\$1,558.89	\$14,747.05	\$21,258.70
<b>TOTAL BY DATE:</b>	<b>\$129,407.21</b>	<b>\$23,664.74</b>	<b>\$22,557.49</b>	<b>\$0.00 \$175,629.44</b>

**Total to Approve:**

Online invoice:

# Treasurer's Financial Summary/Investment Report

For Month Ending September 2021

	Beginning Balance	Revenues	Transfer to / from Accounts	Expenditures	Ending Fund Balance
GENERAL	\$ 1,454,730.96	38,045.64		177,181.43	\$ 1,315,595.17
FIRE	\$ 369,558.65	12.80		24,957.54	\$ 344,613.91
AMB	\$ 99,034.92	24,143.30		42,859.20	\$ 80,319.02
<b>RESTRICTED FUNDS</b>					
EMER. SRVS. MILLAGE*	\$ 47,627.49	1.77			\$ 47,629.26
EMS CAPITAL IMPROV.*	\$ 128,986.77	2,318.53			\$ 131,305.30
EMS CAPITAL IMPROV.*	\$ 256,909.19	2.11			\$ 256,911.30
TRUST & AGENCY	\$ 21,082.70	3,000.17			\$ 24,082.87
BOND PAYMENT	\$ 13,127.50	0.49			\$ 13,127.99
BOND PROCEEDS FUND	\$ -				\$ -
ARPA FUNDS	\$ -	257,275.50			\$ 257,275.50
SHAW CEMETERY	\$ 54,644.60	2.03		147.56	\$ 54,499.07
SEWER	\$ 148,567.58	1,330.03		14,391.49	\$ 135,506.12
DUNCAN LAKE W/C	\$ 18,638.47	0.65		1,050.00	\$ 17,589.12
Total Funds					\$ 2,678,454.63

\*Self Restricted Funds

## TOWNSHIP FUNDS

Month End Balance	Cash	Invested	Total Fund Balance
GENERAL	\$ 648,546.81	\$ 667,048.36	\$ 1,315,595.17
FIRE	\$ 344,613.91	\$ -	\$ 344,613.91
AMB	\$ 80,319.02	\$ -	\$ 80,319.02
<b>TOTAL</b>	<b>\$ 1,073,479.74</b>	<b>\$ 667,048.36</b>	<b>\$ 1,740,528.10</b>

## RESTRICTED USE FUNDS

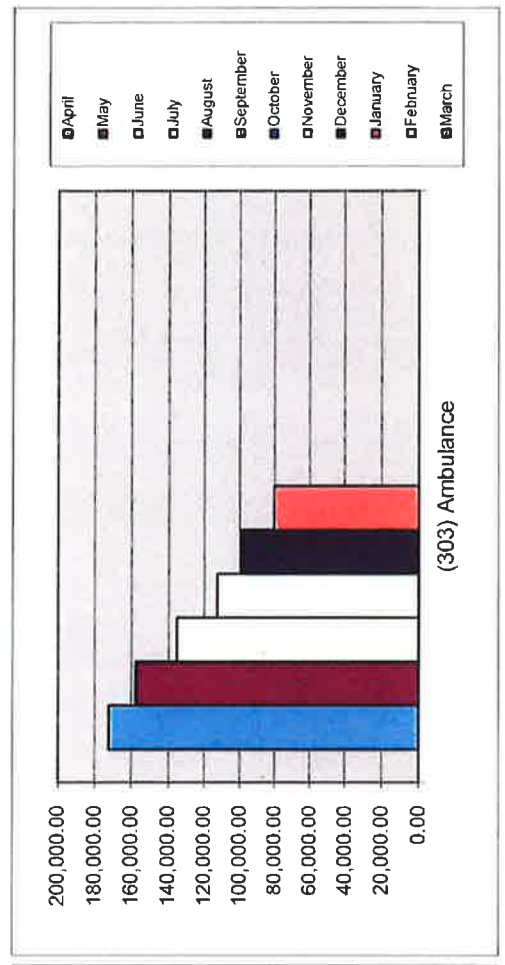
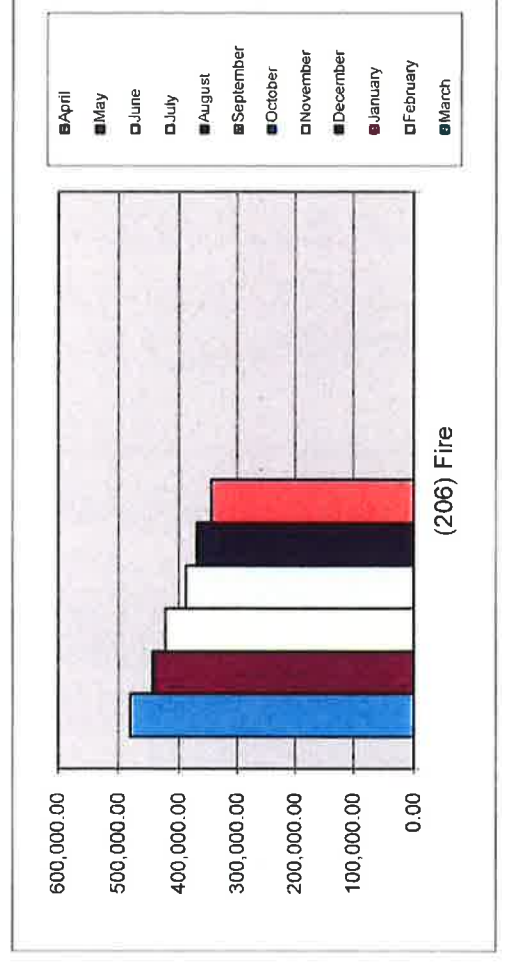
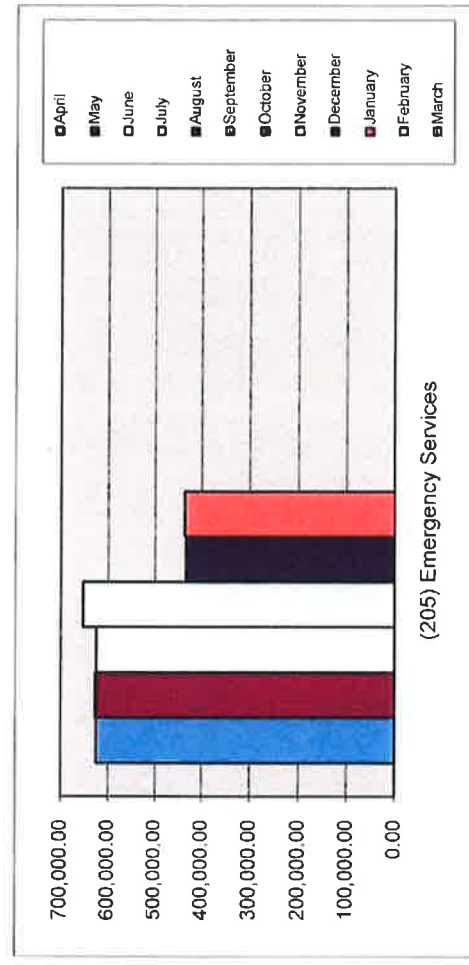
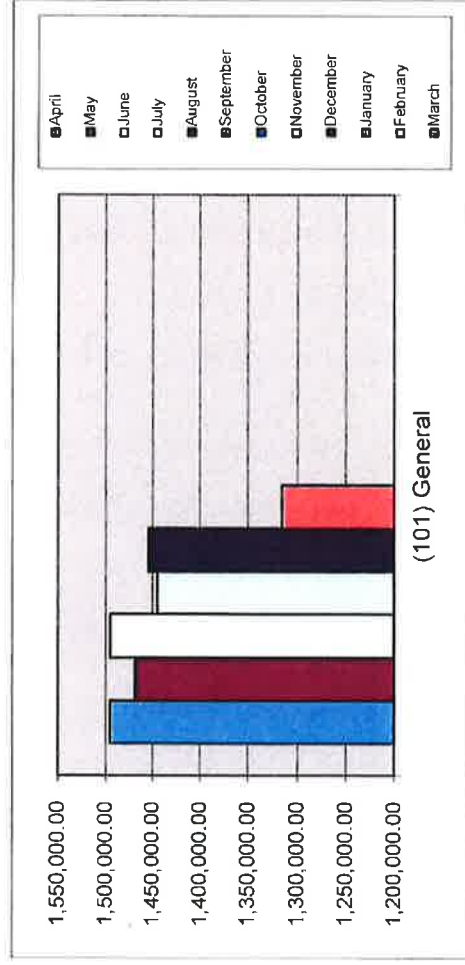
Month End Balance	Cash	Invested	Total Restricted Use
EMER. SRVS. MILLAGE	\$ 47,629.26		\$ 47,629.26
EMS CAPITAL IMPROVEMENT	\$ 131,307.41	\$ 256,909.19	\$ 388,216.60
TRUST & AGENCY	\$ 24,082.87	\$ -	\$ 24,082.87
BOND PAYMENT	\$ 13,127.99	\$ -	\$ 13,127.99
TES BOND (NEW)	\$ -	\$ -	\$ -
ARPA FUNDS	\$ 257,275.50	\$ -	\$ 257,275.50
SHAW CEMETERY	\$ 54,499.07	\$ -	\$ 54,499.07
SEWER	\$ 135,506.12		\$ 135,506.12
DUNCAN LK W/C	\$ 17,589.12	\$ -	\$ 17,589.12
<b>TOTAL</b>	<b>\$ 681,017.34</b>	<b>\$ 256,909.19</b>	<b>\$ 937,926.53</b>

Please consider this Treasurers Investment Report required by PA20.

## Summary Fund Charts

FY 19/20

	April	May	June	July	August	September	October	November	December	January	February	March
(101) General	1,495,809.40	1,469,081.27	1,495,497.63	1,444,803.50	1,454,730.96	1,315,595.17						
(205) Emer. Srvs	626,026.29	627,524.38	625,528.49	653,160.55	433,523.45	435,845.86						
(206) Fire	480,208.74	444,231.35	422,628.75	387,815.94	369,558.65	344,613.91						
(303) Ambulance	172,037.95	157,899.88	135,273.42	112,387.17	99,034.92	80,319.02						



**General Fund (101, 203, 221, 304, 402)**  
**For Month Ending September 2021**

Balance Forward		\$ 1,454,730.96
<b>Revenues</b>		
Tax Collections (PILT)		
Tax Administration Fee	32,604.92	
Cemetery Lot Fees	2,150.00	
Misc. Cemetery fees	529.84	
Mobile Home Fees	769.00	
Interest	36.71	
Misc: Zoning	1,200.00	
Reimbursement - Employee Healthcare	751.17	
Reimbursement - Postage		
Misc Revenue	4.00	
Transfer From Other Funds		
<b>Total Revenues</b>	\$ 38,045.64	\$ 1,492,776.60
<b>Expenditures</b>		
A/P Expenses	151,804.75	
Payroll & Payroll Taxes	25,359.72	
Bank Fees	16.96	
Transfer To Other Funds	-	
<b>Total Expenditures</b>	\$ 177,181.43	
<b>TOTAL GENERAL FUND</b>		<b>\$ 1,315,595.17</b>

**American Rescue Plan (ARPA)**

**TCF Bank**

Beginning Balance		
<b>Revenues</b>		
Deposits	257,275.50	
Interest	-	
<b>Total Revenues</b>	257,275.50	
<b>Expenditures</b>		
A/P Expenses	-	
<b>Total Expenditures</b>	\$ -	

<b>TOTAL American Rescue Plan</b>	<b>\$ 257,275.50</b>
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## Fire Fund (206)

### For Month Ending September 2021

Balance Forward		\$	369,558.65
<b>Revenues</b>			
Contract Pay't (Subsidy): Irving			
Interest	12.80		
<b>Total Revenues</b>	\$ 12.80		
		\$	369,571.45
<b>Expenditures</b>			
A/P Expenses	9,352.52		
Payroll & Payroll Taxes	15,605.02		
<b>Total Expenditures</b>	\$ 24,957.54		
<b>MONTH END BALANCE (CASH)</b>		\$	344,613.91

## Emergency Services Millage Fund (205)

### For Month Ending September 2021

Balance Forward		\$	47,627.49
<b>Revenues</b>			
Interest	1.77		
<b>Total Revenues</b>	\$ 1.77		
		\$	47,629.26
<b>Expenditures</b>			
Refund prior year tax			
Transfer To Other Funds			
<b>Total Expenditures</b>	\$ -		
		\$	47,629.26

## Restricted Capital Improvement Fund (403)

Beginning Balance		\$	128,986.77
Donations	\$ 2,313.65		
Interest	\$ 4.88		
A/P	\$ -		
<b>Total</b>	\$ 2,318.53		
		\$	131,305.30

## Restricted Money Market Fund (403)

Beginning Balance	\$ 256,909.19		
Purchase Ambulance			
Interest	\$ 2.11		
<b>Total</b>		\$	256,911.30

<b>MONTH END BALANCE (CASH)</b>		\$	435,845.86
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### Ambulance Fund (303) For Month Ending September 2021

Balance Forward		\$ 99,034.92
<b>Revenues</b>		
Charge for Services #1	-	
TAPP	90.00	
Ach'ed Payments	23,062.86	
Donations	400.00	
Interest	2.98	
Collection Receivable	587.46	
<b>Total Revenues</b>	\$ 24,143.30	
		<u>\$ 123,178.22</u>
<b>Expenditures</b>		
A/P Expenses	15,139.31	
Payroll & Payroll Taxes	27,719.89	
Transfer To Other Funds		
<b>Total Expenditures</b>	\$ 42,859.20	

<b>MONTH END BALANCE (CASH)</b>	<b>\$ 80,319.02</b>
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### Shaw Cemetery (209) For Month Ending September 2021

<b>Hastings City Bank</b>	
Beginning Balance	54,644.60
Interest	2.03
A/P Expenses	147.56
<b>Total</b>	<u>\$ 54,499.07</u>

<b>MONTH END BALANCE</b>	<b>\$ 54,499.07</b>
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**Trust & Agency Fund (701)**  
**For Month Ending September 2021**

**Chemical Bank**

Balance Forward		\$	21,082.70
<b>Revenues</b>			
Escrow Holdings	3,000.00		
Interest	0.17		
<b>Total Revenues</b>	\$ 3,000.17		
		\$	24,082.87
<b>Expenditures</b>			
A/P Expenses			
Transfer To Other Funds			
<b>Total Expenditures</b>	\$ -		

<b>TOTAL TRUST &amp; AGENCY FUND</b>	<b>\$ 24,082.87</b>
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**Sewer O & M Fund (804)**  
**For Month Ending September 2021**

**Chemical Bank**

Balance Forward		\$	148,567.58
<b>Revenues</b>			
Charge for Services	1,325.00		
Interest	5.03		
<b>Total Revenues</b>	\$ 1,330.03		
		\$	149,897.61
<b>Expenditures</b>			
A/P Expenses	14,391.49		
<b>Total Expenditures</b>	\$ 14,391.49		

<b>TOTAL SEWER O &amp; M FUND</b>	<b>\$ 135,506.12</b>
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**Bond Payment Fund (301)**  
**For Month Ending September 2021**

**Chemical Bank**

Balance Forward		\$	13,127.50
<b>Revenues</b>			
Interest		0.49	
<b>Total Revenues</b>	\$	0.49	
			\$ 13,127.99
<b>Expenditures</b>			
Refund prior year tax		-	
<b>Total Expenditures</b>	\$	-	

<b>TOTAL BOND PAYMENT FUND</b>	<b>\$</b>	<b>13,127.99</b>
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**TTES Bond Proceeds Fund (401) NEW**  
**For Month Ending September 2021**

**Chemical Bank**

Balance Forward		\$	-
<b>Revenues</b>			
Interest		-	
<b>Total Revenues</b>	\$	-	
			\$ -
<b>Expenditures</b>			
Transfer to Other Funds		-	
<b>Total Expenditures</b>	\$	-	

<b>TOTAL BOND PROCEEDS FUND</b>	<b>\$</b>	<b>-</b>
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**Duncan Lake Weed Control (220)**  
**For Month Ending September 2021**

**Chemical Bank**

Beginning Balance			18,638.47
<b>Revenues</b>			
Prior Year Tax Collections		-	
Interest		0.65	
<b>Total Revenues</b>		0.65	
<b>Expenditures</b>			
A/P Expenses		1,050.00	
<b>Total Expenditures</b>	\$	1,050.00	

<b>TOTAL DUNCAN LAKE WEED CONTROL</b>	<b>\$</b>	<b>17,589.12</b>
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# Depository and Investment Report

Account Balances as Of 9/30/21

		TOTAL	CASH	Money Market	Investment (MI Class)
101	General Fund	1,568,494.49	901,449.80	515,049.22	151,995.47
203	Moe Road Dust Control	1.12	1.12		
205	Emergency Services	47,629.26	47,629.26		
206	Fire	344,613.91	344,613.91		
209	Shaw Cemetery	54,499.07	54,499.07		
220	Weed Control	17,589.12	17,589.12		
221	Spencer / Rita	4,375.06	4,375.06		
301	Bond Tax Fund	13,127.99	13,127.99		
303	Ambulance	80,319.02	80,319.02		
304	Spencer / Rita	0.00	0.00		
403	Emergency Services - Capital Improvement	388,216.60	131,305.30	256,911.30	
804	Sewer	135,506.12	135,506.12		
	P/R	489.81	489.81		
	A/P	131,972.18	131,972.18		
<b>Disbursement / Sweep account Total</b>		<b>\$ 2,786,833.75</b>	<b>\$ 1,862,877.76</b>	<b>\$ 771,960.52</b>	<b>\$ 151,995.47</b>
401	Bond Proceeds	0.00	0.00		
701	Trust & Agency	24,082.87	24,082.87		
	Tax	209,454.53	209,454.53		
		<b>\$ 233,537.40</b>	<b>\$ 233,537.40</b>		
<b>TOTAL of ALL Accounts</b>		<b>\$ 3,020,371.15</b>			

# TOWNSHIP of THORNAPPLE

Eric Schaefer, *Supervisor* / Cindy Willshire, *Clerk* / Debra K. Buckowing, *Treasurer*  
Ross DeMaagd, *Trustee* / Kim Selleck, *Trustee* / Curt Campbell, *Trustee* / Sandy Rairigh, *Trustee*



Phone 269-795-7202 \* Fax 269-795-8812 \* 200 E Main St.,  
PO Box 459, Middleville MI 49333 \* [www.thornapple-twp.org](http://www.thornapple-twp.org)

**October 6, 2021**

## MEMORANDUM

**To:** Township Trustees  
**From:** Catherine Getty  
**RE:** Zoning Administrator Report

PERMIT NO.	APPLICANT NAME		ADDRESS	PARCEL #	Type of Installation	APPROVED / DENIED
	LAST	FIRST				DATE
2021-53	Tubergren	Keith	6367 Robertson Rd.	012-011-00	Addition to Acc. Bldg.	9-8-2021
2021-54	Kermeen	Kevin	10675 Parmalee Rd.	009-016-50	Acc. Bldg.	9-23-2021
2021-55	Wing	Kurt	7180 Rolling Oaks Lane	001-015-36	Rooftop Solar	9-29-2021
2021-56	Ray	Tim	6800 Moe Rd.	012-007-25	Acc. Bldg.	9-30-2021

# **Minutes of the Thornapple Township Emergency Services Committee Meeting October 6, 2021**

DeMaagd called the meeting to order at 8:00AM

**Attending:** Chief Randy Eaton, Township Supervisor Eric Schaefer, Trustee Ross DeMaagd and Trustee Sandy Rairigh

Chief Eaton reported on:

## **1. Administration:**

**A.** The September 2021 Run Report will be provided to Eric Schaefer to be included in the October 2021 Township Board packet. Chief noted that there were 136 total calls in September.

**B.** The ISO audit (for insurance ratings, etc) was conducted yesterday, October 5. These are normally done every 5-6 years; however, it has been nearly 10 years since Thornapple EMS was last audited. Overall, we received mainly good marks. One area where we were marked down was the lack of a fire ladder truck. Randy indicated that the cost of a ladder truck was approximately \$1.6 million.

## **2. Personnel:**

### **A. Staffing:**

**(i)** Fire School starts November 5, 2021 and runs through June 18, 2022. It will be near the end of June 2022 before our new people are fully certified.

**(ii)** Weekend Duty Crews are being put back in place. These were discontinued in the 2006-2008 timeframe when the economy tanked and this was a cost-cutting measure. It has now been deemed necessary once again.

**(iii)** The District 5 Regional Rescue Task Force will be doing a training this coming Saturday (October 9) at the Thornapple Township Fire Station. When asked if this was voluntary or mandatory, Chief Eaton stated that attendance was voluntary. Asked whether the Township EMS personnel would be paid, Chief indicated that they would be paid at their hourly rate.

**(iv)** Daily staffing numbers need to be brought up as Thornapple Township has grown approximately 26% between 2010 and 2019. We are still operating with roughly the same staffing level.

### **3. Equipment:**

#### **A. Fire:**

(i) Engine 56 will need to be replaced relatively soon as it is now 24 years old. The estimated cost for replacement with a pumper truck would be \$500,000-\$550,000.

(ii) There is a need for five (5) additional pagers to be ordered. Randy will get cost quotes on those.

#### **B. Ambulance:**

(i) The "old" ambulance was turned in yesterday (October 5) as our trade-in.

(ii) Medic 51 has now had a front end alignment which has greatly improved the on-going "shaking" problem. It will be evaluated with additional use.

(iii) Irving Township has approached Chief Eaton regarding the possibility of taking over the ambulance service for the southeast section of their township. Randy will be working on drafting up a potential quote and contract after estimating cost/benefit to Thornapple Township. He will then make a recommendation to the Township Board.

(iv) When asked about training additional ambulance billing personnel, Randy indicated that he will be moving on that shortly.

(v) The issue of whether or not TAPP is a worthwhile program for the Township, it was agreed that this needs to be reviewed with a recommendation to the Board.

(vi) The reasons for ambulance billing write-offs were discussed.

(vii) Chief Eaton will be checking on the progress of legislation to have Ambulance Service declared as an "Essential Service", thereby improving the ability to fund it.

### **4. Station:**

**A.** There was an issue with the telephone service wherein a call came in on the "old" phone which had still been plugged in. The belief is that the new phone system is now working properly.

### **5. Next Meeting: November 3, 2021 (Wednesday) at 8:00 AM**

Meeting was closed at 9:19 PM

Respectfully submitted,

*Sandy Rairigh*

## Thornapple Township Emergency Services - Monthly Report

Township or Village	Runs for Sept. 2021	Year to Date	
<b>Thornapple Township</b>			
Fire	7	51	
Medical	17	141	<b>Total runs</b>
Fire and EMS	4	40	<b>232</b>
<b>Village of Middleville</b>			
Fire	9	37	
Medical	35	262	<b>Total runs</b>
Fire and EMS	0	7	<b>306</b>
<b>Irving Township</b>			
Fire	0	7	
Medical	4	42	<b>Total runs</b>
Fire and EMS	0	5	<b>54</b>
			<b>Total runs</b>
			<b>0</b>
<b>Transfers</b>	9		
<b>Lift Assist</b>	5		
<b>Medicals TOT</b>	10		TOT / resp area Mercy 4 WEMS 4 NEMS 2
TOT = turn over to			1 = IR, 2 = TT, 6 = MV, 1 = HC
<b>Medicals TOTF</b>	30		TOTF breakdown
TOTF = turn over from			mercy = 18, life = 5, waems = 4, other = 3
<b>EMS Mutual Aid</b>	0		
<b>Fire Mutual Aid</b>	2		CFD = 1, HFD = 0, WFD = 0, YS = 1
<b>Stand by</b>	4		football = 3, Fire = 1
<b>Other Assists / LE</b>	0		0 = LE, 0 = smoke detect. install
			0 = welfare check
<b>Total calls</b>	<b>136</b>		

### September at a Glance

1 day with 9 calls  
 3 day with 7 calls  
 4 days with 6 calls  
 7 days with 5 calls  
 9 days with 4 calls  
 2 days with 3 calls  
 2 days with 2 calls  
 1 days with 1 calls

### Comparisons

**September 2020 = 97      40.2 % increase from 9/2020**

**YTD - 2020 = 767**

**YTD - 2021 = 1004      30.89 % increase YTD from 2020**

**Up 237 calls from last year**

Average 4.53 calls per day  
 29 of 30 days had at least 1 call  
 Double Hits - 17 times  
 14 = med to med, 3 = ems to fire





# CODE ENFORCEMENT

## THORNAPPLE TOWNSHIP

### Code Enforcement Activity

September 2021

Comp #	Date	Address	Complaint/Violation	P	Status
21-0000	1/5/2021	7613 Whitneyville Rd.	Bus. Operation/Violation (Re-Open Investigation)	Y	AC
21-0001	1/5/2021	2815 Valley Ridge Dr.	Bus. Operation/Violation	Y	CL
21-0002	1/5/2021	9425 Adams Rd.	Inoperable/Vehicles, Junk, Trash/Blight (Re-Open)	Y	AC
21-0003	1/5/2021	10317 Mulberry Dr.	Deck/No Permit	N	CL
21-0004	1/5/2021	4714 Mulberry Ct.	Deck/No Permit	N	CL
21-0005	1/5/2021	4573 Mulberry Ct.	Shed/No Permit	N	UNF
21-0006	1/5/2021	11353 Jackson Rd.	Inoperable/Vehicles, Junk, Trash/ Blight	Y	CL
21-0007	1/5/2021	8500 Blk. Parmalee Rd.	Collection of Junk Item's	Y	CL
21-0008	1/5/2021	7040 Rolling Oaks Ln.	Addition to Residence/No Permit	Y	CL
21-0009	3/5/2021	4714 N. Redbud Ct.	Shed/No Permit	Y	AC
21-0010	3/9/2021	2496 Bender Rd.	Concerns/Issues with Vehicles/Farm Equipment	Y	AC
21-0011	3/9/2021	7813 W. State Rd.	Trash/Junk Complaint	N	CL
21-0012	3/18/2021	7046 W. Kimberly Dr.	Fence/No Permit, Non-Compliance	Y	CL
21-0013	3/25/2021	874 Firwood Dr.	Dumping Trash	Y	CL



# CODE ENFORCEMENT

## THORNAPPLE TOWNSHIP

<b>21-0014</b>	3/29/2021	2092 Fawn Ave.	Uncontained Trash Complaint	N	CL
<b>21-0015</b>	4/1/2021	7060 Kimberly Dr.	Construction Equip./Material/Trash	Y	CL

### Activity Report Cont.

Comp #	Date	Address	Complaint/Violation	P	Status
<b>21-0016</b>	4-13-2021	7440 Whitneyville Rd	New Shed/No Permit	Y	CL
<b>21-0017</b>	4/19/2021	7420 Noffke Dr.	Rec. Vehicle Parking Violation/Junk, Blight	Y	CL
<b>21-0018</b>	4/27/2021	6869 Whitneyville Rd.	Use of Office/Outbuilding as Residence	N	UNF
<b>21-0019</b>	4/27/2021	2125 Fawn Ave.	Accumulation of Junk/Trash	N	CL
<b>21-0020</b>	4/29/2021	7605 Parmalee Rd.	New Garage/Shed. No Permit	Y	CL
<b>21-0021</b>	4/29/2021	6367 Robertson Rd.	Addition to Existing Pole Barn. No Permit	Y	CL
<b>21-0022</b>	5/14/2021	8011 S. Asterwood Ct.	Building Deck/No Permit, Dumping Debris'	Y	CL



# CODE ENFORCEMENT

## THORNAPPLE TOWNSHIP

<b>21-0023</b>	5/20/2021	7350 Bouman Dr.	Loose/Free Range Chickens	N	CL
<b>21-0024</b>	5/24/2021	8300 Garbow Rd.	Illegal Residence/Illegal Burning	N	AC
<b>21-0025</b>	6/3/2021	10718 Green Lake Rd.	Addition to Barn/No Permit	Y	CL
<b>21-0026</b>	6/04/2021	6996 Cherry Valley Rd.	New Porch Addition/No Permit	Y	CL
<b>21-0027</b>	7/13/2021	7724 Moe Rd.	Cell Tower/No Permit	N	AC
<b>21-0028</b>	7/13/2021	7220 Robertson Rd.	Cell Tower/No Permit	N	AC
<b>21-0029</b>	7/15/2021	7603 Loop Rd.	Property Line Encroachment/Trash/Junk	N	AC
<b>21-0030</b>	7/15/2021	11998 Greenlake Rd.	Contractor Yard/No Permit	Y	AC
<b>21-0031</b>	7/22/2021	2655 Harwood Lake Rd.	Garage Construction/No Permit	N	CL

### Activity Report Cont.

Comp #	Date	Address	Complaint/Violation	P	Status
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[illegible]

## **Thornapple Area Parks and Rec Commission Meeting Minutes**

**Wednesday, August 11, 2021 at 6 p.m. at Thornapple Township Hall**

- 1.) Catherine Getty called the meeting to order at 6:03.

In attendance: Nick Iveson, Jacki Schneider, Jeff Kenyon, Emily Dock (director), Catherine Getty (chairperson), Brian Hammer and Patty Rayl (village manager).

Not in attendance: Tom DeVries, Tommy Hamilton, Anne Hamming, Eric Shaefer

- 2.) Approval of Agenda – amended the agenda to put the minutes at the end of the meeting.

- 3.) Approval of June meeting minutes – MUST DO AT NEXT MEETING

- 4.) Public Comments – Village manager Patty Rayl was in attendance but had no comment.

- 5.) Chair's Report

- a. Getty had walked the board through 2 different conceptual drawings for the Sheridan Park Plan. The board will meet on Monday, August 16 with village officials at 5 p.m.
- b. Day of Caring is September 16. TAPRC has submitted 3 projects: Crane Road fields brush clearing, bottle and can returns, baseball/softball equipment clean-up.
- c. -Coach of the year – Board members went through survey results where participant families nominated coaches. Getty recommended Jake Welch. Motion to nominate Jake Welch by Jacki Schneider. Support by Jeff Kenyon. Ayes: 5. No: 0.
- d. Dog Park Update- Village Council is supportive of the project, but questions about handicap parking is a concern. A design firm was contacted and it would cost \$9,000 to work with them. Council didn't want to spend that much money on an accessibility plan so they are looking at other options.
- e. Life size foosball game- Cory Robinet made it for TAPRC years ago with grant funds. It was fun and we used it for a few events but it's clunky, in disrepair and it went into storage. Cory offered \$200 to buy it. Motion to sell it by Catherine Getty. Support by Jacki Schneider. Ayes: 5. No: 0.

- 6.) Financial Report – Treasurer Tom Hamilton was not at the meeting. The board tabled budget amendments to the September meeting. Motion to accept the financial report by Jacki Schneider. Support by Jeff Kenyon. Ayes: 5. No: 0.

- 7.) Director's Report – Emily Dock is closing up the ball fields and collecting equipment. The past week TAPRC ran Select tryouts for the 2022 season. They will have a 10U, 12U and 2-14U teams. Teams will be finalized next week. Dock worked with middle school coaches and varsity coach Ashley Garrett to try and pull off a fall softball league for grades 6-8. They were not able to get all teams to commit. However, coach Jake Cartwright is heading a fall ball opportunity, more intramural type, for TK girls grades 6-8 on Sundays this fall. TAPRC has also passed flag football to the high school program. Dock is working with Middleville Youth Football and the high school program to unite football K-12 under one umbrella. Dock also commented that all spring sponsorship thank you/receipt letters are in the mail.

- 8.) Community Events Committee – The Heritage days 5K/10K run will take place on Saturday, August 21. Getty reported that there are 35 runners currently signed up. Shirts are ordered. Getty assigned board members to help on race day.

- 9.) Development Committee –

- a. The used sports equipment sale is being promoted as a collection opportunity. There is no date set for another sale.
- b. The end of year appeal will not happen until December. However, TAPRC will run an ad in the TK athletics sports program with a giving plug.

10.) Other Business

- a. Due to schedules and the Labor Day holiday, the board will poll members on a September meeting date.
- b. Getty discussed the charity shed. The dentist who currently owns the property wants the shed moved. We are working through relocating that.

*Middleville's Fall Fest is now part of:*

---



*Middleville Merchant Activity & Trick-or-Treating Fair*

**A Fun Fall Fest Tradition!**

Your business can host a booth at no charge during Middleville's Fall Fest, (now part of Barry County Boo Fest) on Saturday, October 23, from 4-6 pm at the Middleville Pavilion. This is a great way to give back to the community and promote your business or organization at the same time. Space is limited and preference will be given to Middleville-based businesses on a first-come, first serve basis. All displays must be family friendly and appropriate for children, but we encourage business to decorate their spaces with seasonal themes. Each space is 8ftx8ft. Please contact us if you need to make any special arrangements. To participate, simply complete the application form below and return to the DDA Office.

Business Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Business Address: \_\_\_\_\_

Briefly describe your activity, giveaway, or what you be displaying: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Questions? Call Katherine at 269-241-1170 or email [schmidt@villageofmiddleville.org](mailto:schmidt@villageofmiddleville.org).

Return forms by Mail to the Middleville DDA at PO Box 402, Middleville, MI 49333

Or drop off to the DDA Office located in the Mix Coworking at 125 E. Main St.

# **FACT SHEET: The Coronavirus State and Local Fiscal Recovery Funds Will Deliver \$350 Billion for State, Local, Territorial, and Tribal Governments to Respond to the COVID-19 Emergency and Bring Back Jobs**

**May 10, 2021**

*Aid to state, local, territorial, and Tribal governments will help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery*

Today, the U.S. Department of the Treasury announced the launch of the Coronavirus State and Local Fiscal Recovery Funds, established by the American Rescue Plan Act of 2021, to provide \$350 billion in emergency funding for eligible state, local, territorial, and Tribal governments. Treasury also released details on how these funds can be used to respond to acute pandemic response needs, fill revenue shortfalls among these governments, and support the communities and populations hardest-hit by the COVID-19 crisis. With the launch of the Coronavirus State and Local Fiscal Recovery Funds, eligible jurisdictions will be able to access this funding in the coming days to address these needs.

State, local, territorial, and Tribal governments have been on the frontlines of responding to the immense public health and economic needs created by this crisis – from standing up vaccination sites to supporting small businesses – even as these governments confronted revenue shortfalls during the downturn. As a result, these governments have endured unprecedented strains, forcing many to make untenable choices between laying off educators, firefighters, and other frontline workers or failing to provide other services that communities rely on. Faced with these challenges, state and local governments have cut over 1 million jobs since the beginning of the crisis. The experience of prior economic downturns has shown that budget pressures like these often result in prolonged fiscal austerity that can slow an economic recovery.

To support the immediate pandemic response, bring back jobs, and lay the groundwork for a strong and equitable recovery, the American Rescue Plan Act of 2021 established the Coronavirus State and Local Fiscal Recovery Funds, designed to deliver \$350 billion to state, local, territorial, and Tribal governments to bolster their response to the COVID-19 emergency and its economic impacts. Today, Treasury is launching this much-needed relief to:

- Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring the pandemic under control;
- Replace lost public sector revenue to strengthen support for vital public services and help retain jobs;
- Support immediate economic stabilization for households and businesses; and,
- Address systemic public health and economic challenges that have contributed to the inequal impact of the pandemic on certain populations.

The Coronavirus State and Local Fiscal Recovery Funds provide substantial flexibility for each jurisdiction to meet local needs—including support for households, small businesses, impacted industries, essential workers, and the communities hardest-hit by the crisis. These funds also deliver resources that recipients can invest in building, maintaining, or upgrading their water, sewer, and broadband infrastructure.



Starting today, eligible state, territorial, metropolitan city, county, and Tribal governments may request Coronavirus State and Local Fiscal Recovery Funds through the Treasury Submission Portal. Concurrent with this program launch, Treasury has published an Interim Final Rule that implements the provisions of this program.

## **FUNDING AMOUNTS**

The American Rescue Plan provides a total of \$350 billion in Coronavirus State and Local Fiscal Recovery Funds to help eligible state, local, territorial, and Tribal governments meet their present needs and build the foundation for a strong recovery. Congress has allocated this funding to tens of thousands of jurisdictions. These allocations include:

<b>Type</b>	<b>Amount (\$ billions)</b>
States & District of Columbia	\$195.3
Counties	\$65.1
Metropolitan Cities	\$45.6
Tribal Governments	\$20.0
Territories	\$4.5
Non-Entitlement Units of Local Government	\$19.5

Treasury expects to distribute these funds directly to each state, territorial, metropolitan city, county, and Tribal government. Local governments that are classified as non-entitlement units will receive this funding through their applicable state government. Treasury expects to provide further guidance on distributions to non-entitlement units next week.

Local governments should expect to receive funds in two tranches, with 50% provided beginning in May 2021 and the balance delivered 12 months later. States that have experienced a net increase in the unemployment rate of more than 2 percentage points from February 2020 to the latest available data as of the date of certification will receive their full allocation of funds in a single payment; other states will receive funds in two equal tranches. Governments of U.S. territories will receive a single payment. Tribal governments will receive two payments, with the first payment available in May and the second payment, based on employment data, to be delivered in June 2021.

## **USES OF FUNDING**

Coronavirus State and Local Fiscal Recovery Funds provide eligible state, local, territorial, and Tribal governments with a substantial infusion of resources to meet pandemic response needs and rebuild a stronger, more equitable economy as the country recovers. Within the categories of eligible uses, recipients have broad flexibility to decide how best to use this funding to meet the needs of their communities. Recipients may use Coronavirus State and Local Fiscal Recovery Funds to:

- **Support public health expenditures**, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
- **Address negative economic impacts caused by the public health emergency**, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- **Replace lost public sector revenue**, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
- **Provide premium pay for essential workers**, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Within these overall categories, Treasury's Interim Final Rule provides guidelines and principles for determining the types of programs and services that this funding can support, together with examples of allowable uses that recipients may consider. As described below, Treasury has also designed these provisions to take into consideration the disproportionate impacts of the COVID-19 public health emergency on those hardest-hit by the pandemic.

#### 1. **Supporting the public health response**

Mitigating the impact of COVID-19 continues to require an unprecedented public health response from state, local, territorial, and Tribal governments. Coronavirus State and Local Fiscal Recovery Funds provide resources to meet these needs through the provision of care for those impacted by the virus and through services that address disparities in public health that have been exacerbated by the pandemic. Recipients may use this funding to address a broad range of public health needs across COVID-19 mitigation, medical expenses, behavioral healthcare, and public health resources. Among other services, these funds can help support:

- **Services and programs to contain and mitigate the spread of COVID-19, including:**
  - ✓ Vaccination programs
  - ✓ Medical expenses
  - ✓ Testing
  - ✓ Contact tracing
  - ✓ Isolation or quarantine
  - ✓ PPE purchases
  - ✓ Support for vulnerable populations to access medical or public health services
  - ✓ Public health surveillance (e.g., monitoring for variants)
  - ✓ Enforcement of public health orders
  - ✓ Public communication efforts
  - ✓ Enhancement of healthcare capacity, including alternative care facilities
  - ✓ Support for prevention, mitigation, or other services in congregate living facilities and schools
  - ✓ Enhancement of public health data systems
  - ✓ Capital investments in public facilities to meet pandemic operational needs
  - ✓ Ventilation improvements in key settings like healthcare facilities

- **Services to address behavioral healthcare needs exacerbated by the pandemic, including:**
  - ✓ Mental health treatment
  - ✓ Substance misuse treatment
  - ✓ Other behavioral health services
  - ✓ Hotlines or warmlines
  - ✓ Crisis intervention
  - ✓ Services or outreach to promote access to health and social services
- **Payroll and covered benefits expenses** for public health, healthcare, human services, public safety and similar employees, to the extent that they work on the COVID-19 response. For public health and safety workers, recipients can use these funds to cover the full payroll and covered benefits costs for employees or operating units or divisions primarily dedicated to the COVID-19 response.

## 2. **Addressing the negative economic impacts caused by the public health emergency**

The COVID-19 public health emergency resulted in significant economic hardship for many Americans. As businesses closed, consumers stayed home, schools shifted to remote education, and travel declined precipitously, over 20 million jobs were lost between February and April 2020. Although many have since returned to work, as of April 2021, the economy remains more than 8 million jobs below its pre-pandemic peak, and more than 3 million workers have dropped out of the labor market altogether since February 2020.

To help alleviate the economic hardships caused by the pandemic, Coronavirus State and Local Fiscal Recovery Funds enable eligible state, local, territorial, and Tribal governments to provide a wide range of assistance to individuals and households, small businesses, and impacted industries, in addition to enabling governments to rehire public sector staff and rebuild capacity. Among these uses include:

- **Delivering assistance to workers and families**, including aid to unemployed workers and job training, as well as aid to households facing food, housing, or other financial insecurity. In addition, these funds can support survivor's benefits for family members of COVID-19 victims.
- **Supporting small businesses**, helping them to address financial challenges caused by the pandemic and to make investments in COVID-19 prevention and mitigation tactics, as well as to provide technical assistance. To achieve these goals, recipients may employ this funding to execute a broad array of loan, grant, in-kind assistance, and counseling programs to enable small businesses to rebound from the downturn.
- **Speeding the recovery of the tourism, travel, and hospitality sectors**, supporting industries that were particularly hard-hit by the COVID-19 emergency and are just now beginning to mend. Similarly impacted sectors within a local area are also eligible for support.
- **Rebuilding public sector capacity**, by rehiring public sector staff and replenishing unemployment insurance (UI) trust funds, in each case up to pre-pandemic levels. Recipients may also use this funding to build their internal capacity to successfully implement economic relief programs, with investments in data analysis, targeted outreach, technology infrastructure, and impact evaluations.

### 3. **Serving the hardest-hit communities and families**

While the pandemic has affected communities across the country, it has disproportionately impacted low-income families and communities of color and has exacerbated systemic health and economic inequities. Low-income and socially vulnerable communities have experienced the most severe health impacts. For example, counties with high poverty rates also have the highest rates of infections and deaths, with 223 deaths per 100,000 compared to the U.S. average of 175 deaths per 100,000.

Coronavirus State and Local Fiscal Recovery Funds allow for a broad range of uses to address the disproportionate public health and economic impacts of the crisis on the hardest-hit communities, populations, and households. Eligible services include:

- **Addressing health disparities and the social determinants of health**, through funding for community health workers, public benefits navigators, remediation of lead hazards, and community violence intervention programs;
- **Investments in housing and neighborhoods**, such as services to address individuals experiencing homelessness, affordable housing development, housing vouchers, and residential counseling and housing navigation assistance to facilitate moves to neighborhoods with high economic opportunity;
- **Addressing educational disparities** through new or expanded early learning services, providing additional resources to high-poverty school districts, and offering educational services like tutoring or afterschool programs as well as services to address social, emotional, and mental health needs; and,
- **Promoting healthy childhood environments**, including new or expanded high quality childcare, home visiting programs for families with young children, and enhanced services for child welfare-involved families and foster youth.

Governments may use Coronavirus State and Local Fiscal Recovery Funds to support these additional services if they are provided:

- within a Qualified Census Tract (a low-income area as designated by the Department of Housing and Urban Development);
- to families living in Qualified Census Tracts;
- by a Tribal government; or,
- to other populations, households, or geographic areas disproportionately impacted by the pandemic.

### 4. **Replacing lost public sector revenue**

State, local, territorial, and Tribal governments that are facing budget shortfalls may use Coronavirus State and Local Fiscal Recovery Funds to avoid cuts to government services. With these additional resources, recipients can continue to provide valuable public services and ensure that fiscal austerity measures do not hamper the broader economic recovery.

Many state, local, territorial, and Tribal governments have experienced significant budget shortfalls, which can yield a devastating impact on their respective communities. Faced with budget shortfalls and pandemic-related uncertainty, state and local governments cut staff in all 50 states. These budget shortfalls and staff cuts are particularly problematic at present, as these entities are on the front lines of battling the COVID-19 pandemic and helping citizens weather the economic downturn.

Recipients may use these funds to replace lost revenue. Treasury's Interim Final Rule establishes a methodology that each recipient can use to calculate its reduction in revenue. Specifically, recipients will compute the extent of their reduction in revenue by comparing their actual revenue to an alternative representing what could have been expected to occur in the absence of the pandemic. Analysis of this expected trend begins with the last full fiscal year prior to the public health emergency and projects forward at either (a) the recipient's average annual revenue growth over the three full fiscal years prior to the public health emergency or (b) 4.1%, the national average state and local revenue growth rate from 2015-18 (the latest available data).

For administrative convenience, Treasury's Interim Final Rule allows recipients to presume that any diminution in actual revenue relative to the expected trend is due to the COVID-19 public health emergency. Upon receiving Coronavirus State and Local Fiscal Recovery Funds, recipients may immediately calculate the reduction in revenue that occurred in 2020 and deploy funds to address any shortfall. Recipients will have the opportunity to re-calculate revenue loss at several points through the program, supporting those entities that experience a lagged impact of the crisis on revenues.

Importantly, once a shortfall in revenue is identified, recipients will have broad latitude to use this funding to support government services, up to this amount of lost revenue.

## **5. Providing premium pay for essential workers**

Coronavirus State and Local Fiscal Recovery Funds provide resources for eligible state, local, territorial, and Tribal governments to recognize the heroic contributions of essential workers. Since the start of the public health emergency, essential workers have put their physical well-being at risk to meet the daily needs of their communities and to provide care for others.

Many of these essential workers have not received compensation for the heightened risks they have faced and continue to face. Recipients may use this funding to provide premium pay directly, or through grants to private employers, to a broad range of essential workers who must be physically present at their jobs including, among others:

- ✓ Staff at nursing homes, hospitals, and home-care settings
- ✓ Workers at farms, food production facilities, grocery stores, and restaurants
- ✓ Janitors and sanitation workers
- ✓ Public health and safety staff
- ✓ Truck drivers, transit staff, and warehouse workers
- ✓ Childcare workers, educators, and school staff
- ✓ Social service and human services staff

Treasury's Interim Final Rule emphasizes the need for recipients to prioritize premium pay for lower income workers. Premium pay that would increase a worker's total pay above 150% of the greater of the state or county average annual wage requires specific justification for how it responds to the needs of these workers.

In addition, employers are both permitted and encouraged to use Coronavirus State and Local Fiscal Recovery Funds to offer retrospective premium pay, recognizing that many essential workers have not yet received additional compensation for work performed. Staff working for third-party contractors in eligible sectors are also eligible for premium pay.

## **6. Investing in water and sewer infrastructure**

Recipients may use Coronavirus State and Local Fiscal Recovery Funds to invest in necessary improvements to their water and sewer infrastructures, including projects that address the impacts of climate change.

Recipients may use this funding to invest in an array of drinking water infrastructure projects, such as building or upgrading facilities and transmission, distribution, and storage systems, including the replacement of lead service lines.

Recipients may also use this funding to invest in wastewater infrastructure projects, including constructing publicly-owned treatment infrastructure, managing and treating stormwater or subsurface drainage water, facilitating water reuse, and securing publicly-owned treatment works.

To help jurisdictions expedite their execution of these essential investments, Treasury's Interim Final Rule aligns types of eligible projects with the wide range of projects that can be supported by the Environmental Protection Agency's Clean Water State Revolving Fund and Drinking Water State Revolving Fund. Recipients retain substantial flexibility to identify those water and sewer infrastructure investments that are of the highest priority for their own communities.

Treasury's Interim Final Rule also encourages recipients to ensure that water, sewer, and broadband projects use strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions.

## **7. Investing in broadband infrastructure**

The pandemic has underscored the importance of access to universal, high-speed, reliable, and affordable broadband coverage. Over the past year, millions of Americans relied on the internet to participate in remote school, healthcare, and work.

Yet, by at least one measure, 30 million Americans live in areas where there is no broadband service or where existing services do not deliver minimally acceptable speeds. For millions of other Americans, the high cost of broadband access may place it out of reach. The American Rescue Plan aims to help remedy these shortfalls, providing recipients with flexibility to use Coronavirus State and Local Fiscal Recovery Funds to invest in broadband infrastructure.

Recognizing the acute need in certain communities, Treasury's Interim Final Rule provides that investments in broadband be made in areas that are currently unserved or underserved—in other words, lacking a wireline connection that reliably delivers minimum speeds of 25 Mbps download and 3 Mbps upload. Recipients are also encouraged to prioritize projects that achieve last-mile connections to households and businesses.

Using these funds, recipients generally should build broadband infrastructure with modern technologies in mind, specifically those projects that deliver services offering reliable 100 Mbps download and 100

Mbps upload speeds, unless impracticable due to topography, geography, or financial cost. In addition, recipients are encouraged to pursue fiber optic investments.

In view of the wide disparities in broadband access, assistance to households to support internet access or digital literacy is an eligible use to respond to the public health and negative economic impacts of the pandemic, as detailed above.

## 8. Ineligible Uses

Coronavirus State and Local Fiscal Recovery Funds provide substantial resources to help eligible state, local, territorial, and Tribal governments manage the public health and economic consequences of COVID-19. Recipients have considerable flexibility to use these funds to address the diverse needs of their communities.

To ensure that these funds are used for their intended purposes, the American Rescue Plan Act also specifies two ineligible uses of funds:

- **States and territories may not use this funding to directly or indirectly offset a reduction in net tax revenue due to a change in law from March 3, 2021 through the last day of the fiscal year in which the funds provided have been spent.** The American Rescue Plan ensures that funds needed to provide vital services and support public employees, small businesses, and families struggling to make it through the pandemic are not used to fund reductions in net tax revenue. Treasury's Interim Final Rule implements this requirement. If a state or territory cuts taxes, they must demonstrate how they paid for the tax cuts from sources other than Coronavirus State Fiscal Recovery Funds—by enacting policies to raise other sources of revenue, by cutting spending, or through higher revenue due to economic growth. If the funds provided have been used to offset tax cuts, the amount used for this purpose must be paid back to the Treasury.
- **No recipient may use this funding to make a deposit to a pension fund.** Treasury's Interim Final Rule defines a "deposit" as an extraordinary contribution to a pension fund for the purpose of reducing an accrued, unfunded liability. While pension deposits are prohibited, recipients may use funds for routine payroll contributions for employees whose wages and salaries are an eligible use of funds.

Treasury's Interim Final Rule identifies several other ineligible uses, including funding debt service, legal settlements or judgments, and deposits to rainy day funds or financial reserves. Further, general infrastructure spending is not covered as an eligible use outside of water, sewer, and broadband investments or above the amount allocated under the revenue loss provision. While the program offers broad flexibility to recipients to address local conditions, these restrictions will help ensure that funds are used to augment existing activities and address pressing needs.

## **Coronavirus State and Local Fiscal Recovery Funds**

### **Frequently Asked Questions**

**AS OF JULY 19, 2021**

This document contains answers to frequently asked questions regarding the Coronavirus State and Local Fiscal Recovery Funds (CSFRF / CLFRF, or Fiscal Recovery Funds). Treasury will be updating this document periodically in response to questions received from stakeholders. Recipients and stakeholders should consult the [Interim Final Rule](#) for additional information.

- For overall information about the program, including information on requesting funding, please see <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments>
- For general questions about CSFRF / CLFRF, please email [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov)
- Treasury is seeking comment on all aspects of the Interim Final Rule. Stakeholders are encouraged to submit comments electronically through the Federal eRulemaking Portal (<https://www.regulations.gov/document/TREAS-DO-2021-0008-0002>) on or before July 16, 2021. Please be advised that comments received will be part of the public record and subject to public disclosure. Do not disclose any information in your comment or supporting materials that you consider confidential or inappropriate for public disclosure.

Questions added 5/27/21: 1.5, 1.6, 2.13, 2.14, 2.15, 3.9, 4.5, 4.6, 10.3, 10.4 (noted with “[5/27]”)

Questions added 6/8/21: 2.16, 3.10, 3.11, 3.12, 4.7, 6.7, 8.2, 9.4, 9.5, 10.5 (noted with “[6/8]”)

Questions added 6/17/21: 6.8, 6.9, 6.10, 6.11 (noted with “[6/17]”)

Questions added 6/23/21: 1.7, 2.17, 2.18, 2.19, 2.20, 3.1 (appendix), 3.13, 4.8, 6.12 (noted with “[6/23]”)

Question added 6/24/21: 2.21 (noted with “[6/24]”)

Questions added 7/14/21: 1.8, 3.14, 3.15, 4.9, 4.10, 4.11, 4.12, 6.13, 6.14, 6.15, 6.16, 6.17, 10.3 updated (noted with “[7/14]”)

Answers to frequently asked questions on distribution of funds to non-entitlement units of local government (NEUs) can be found in this [FAQ supplement](#), which is regularly updated.

## **1. Eligibility and Allocations**

### **1.1. Which governments are eligible for funds?**



The following governments are eligible:

- States and the District of Columbia
- Territories
- Tribal governments
- Counties
- Metropolitan cities
- Non-entitlement units, or smaller local governments

**1.2. Which governments receive funds directly from Treasury?**

Treasury will distribute funds directly to each eligible state, territory, metropolitan city, county, or Tribal government. Smaller local governments that are classified as non-entitlement units will receive funds through their applicable state government.

**1.3. Are special-purpose units of government eligible to receive funds?**

Special-purpose units of local government will not receive funding allocations; however, a state, territory, local, or Tribal government may transfer funds to a special-purpose unit of government. Special-purpose districts perform specific functions in the community, such as fire, water, sewer or mosquito abatement districts.

**1.4. How are funds being allocated to Tribal governments, and how will Tribal governments find out their allocation amounts?<sup>1</sup>**

\$20 billion of Fiscal Recovery Funds was reserved for Tribal governments. The American Rescue Plan Act specifies that \$1 billion will be allocated evenly to all eligible Tribal governments. The remaining \$19 billion will be distributed using an allocation methodology based on enrollment and employment.

There will be two payments to Tribal governments. Each Tribal government's first payment will include (i) an amount in respect of the \$1 billion allocation that is to be divided equally among eligible Tribal governments and (ii) each Tribal government's pro rata share of the Enrollment Allocation. Tribal governments will be notified of their allocation amount and delivery of payment 4-5 days after completing request for funds in the Treasury Submission Portal. The deadline to make the initial request for funds is June 21, 2021.

The second payment will include a Tribal government's pro rata share of the Employment Allocation. There is a \$1,000,000 minimum employment allocation for Tribal governments. In late-June, Tribal governments will receive an email notification to re-enter the Treasury Submission Portal to confirm or amend their 2019 employment numbers that were submitted to the Department of the Treasury for the CARES Act's Coronavirus Relief Fund. To receive an Employment Allocation, including the minimum employment allocation, Tribal governments must confirm employment numbers by July

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<sup>1</sup> The answer to this question was updated on July 19, 2021.

23, 2021. Treasury will calculate employment allocations for those Tribal governments that confirmed or submitted amended employment numbers by the deadline. In August, Treasury will communicate to Tribal governments the amount of their portion of the Employment Allocation and the anticipated date for the second payment.

**1.5. My county is a unit of general local government with population under 50,000. Will my county receive funds directly from Treasury? [5/27]**

Yes. All counties that are units of general local government will receive funds directly from Treasury and should apply via the [online portal](#). The list of county allocations is available [here](#).

**1.6. My local government expected to be classified as a non-entitlement unit. Instead, it was classified as a metropolitan city. Why? [5/27]**

The American Rescue Plan Act defines, for purposes of the Coronavirus Local Fiscal Recovery Fund (CLFRF), metropolitan cities to include those that are currently metropolitan cities under the Community Development Block Grant (CDBG) program but also those cities that relinquish or defer their status as a metropolitan city for purposes of the CDBG program. This would include, by way of example, cities that are principal cities of their metropolitan statistical area, even if their population is less than 50,000. In other words, a city that is eligible to be a metropolitan city under the CDBG program is eligible as a metropolitan city under the CLFRF, regardless of how that city has elected to participate in the CDBG program.

Unofficial allocation estimates produced by other organizations may have classified certain local governments as non-entitlement units of local government. However, based on the statutory definitions, some of these local governments should have been classified as metropolitan cities.

**1.7. In order to receive and use Fiscal Recovery Funds, must a recipient government maintain a declaration of emergency relating to COVID-19? [6/23]**

No. Neither the statute establishing the CSFRF/CLFRF nor the Interim Final Rule requires recipients to maintain a local declaration of emergency relating to COVID-19.

**1.8. Can non-profit or private organizations receive funds? If so, how? [7/14]**

Yes. Under section 602(c)(3) of the Social Security Act, a State, territory, or Tribal government may transfer funds to a “private nonprofit organization . . . , a Tribal organization . . . , a public benefit corporation involved in the transportation of passengers or cargo, or a special-purpose unit of State or local government.” Similarly, section 603(c)(3) authorizes a local government to transfer funds to the same entities (other than Tribal organizations). The Interim Final Rule clarifies that the lists of transferees in sections 602(c)(3) and 603(c)(3) are not exclusive, and recipients may transfer funds to constituent units of government or private entities beyond those

specified in the statute. A transferee receiving a transfer from a recipient under sections 602(c)(3) and 603(c)(3) will be considered to be a subrecipient and will be expected to comply with all subrecipient reporting requirements.

The ARPA does not authorize Treasury to provide CSFRF/CLFRF funds directly to non-profit or private organizations. Thus, non-profit or private organizations should seek funds from CSFRF/CLFRF recipient(s) in their jurisdiction (e.g., a State, local, territorial, or Tribal government).

## **2. Eligible Uses – Responding to the Public Health Emergency / Negative Economic Impacts**

### **2.1. What types of COVID-19 response, mitigation, and prevention activities are eligible?**

A broad range of services are needed to contain COVID-19 and are eligible uses, including vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. Capital investments in public facilities to meet pandemic operational needs are also eligible, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

### **2.2. If a use of funds was allowable under the Coronavirus Relief Fund (CRF) to respond to the public health emergency, may recipients presume it is also allowable under CSFRF/CLFRF?**

Generally, funding uses eligible under CRF as a response to the direct public health impacts of COVID-19 will continue to be eligible under CSFRF/CLFRF, with the following two exceptions: (1) the standard for eligibility of public health and safety payrolls has been updated; and (2) expenses related to the issuance of tax-anticipation notes are not an eligible funding use.

### **2.3. If a use of funds is not explicitly permitted in the Interim Final Rule as a response to the public health emergency and its negative economic impacts, does that mean it is prohibited?**

The Interim Final Rule contains a non-exclusive list of programs or services that may be funded as responding to COVID-19 or the negative economic impacts of the COVID-19 public health emergency, along with considerations for evaluating other potential uses of Fiscal Recovery Funds not explicitly listed. The Interim Final Rule also provides flexibility for recipients to use Fiscal Recovery Funds for programs or services that are not identified on these non-exclusive lists but which meet the objectives of section 602(c)(1)(A) or 603(c)(1)(A) by responding to the COVID-19 public health emergency with respect to COVID-19 or its negative economic impacts.

**2.4. May recipients use funds to respond to the public health emergency and its negative economic impacts by replenishing state unemployment funds?**

Consistent with the approach taken in the CRF, recipients may make deposits into the state account of the Unemployment Trust Fund up to the level needed to restore the pre-pandemic balances of such account as of January 27, 2020, or to pay back advances received for the payment of benefits between January 27, 2020 and the date when the Interim Final Rule is published in the Federal Register.

**2.5. What types of services are eligible as responses to the negative economic impacts of the pandemic?**

Eligible uses in this category include assistance to households; small businesses and non-profits; and aid to impacted industries.

Assistance to households includes, but is not limited to: food assistance; rent, mortgage, or utility assistance; counseling and legal aid to prevent eviction or homelessness; cash assistance; emergency assistance for burials, home repairs, weatherization, or other needs; internet access or digital literacy assistance; or job training to address negative economic or public health impacts experienced due to a worker's occupation or level of training.

Assistance to small business and non-profits includes, but is not limited to:

- loans or grants to mitigate financial hardship such as declines in revenues or impacts of periods of business closure, for example by supporting payroll and benefits costs, costs to retain employees, mortgage, rent, or utilities costs, and other operating costs;
- Loans, grants, or in-kind assistance to implement COVID-19 prevention or mitigation tactics, such as physical plant changes to enable social distancing, enhanced cleaning efforts, barriers or partitions, or COVID-19 vaccination, testing, or contact tracing programs; and
- Technical assistance, counseling, or other services to assist with business planning needs

**2.6. May recipients use funds to respond to the public health emergency and its negative economic impacts by providing direct cash transfers to households?**

Yes, provided the recipient considers whether, and the extent to which, the household has experienced a negative economic impact from the pandemic. Additionally, cash transfers must be reasonably proportional to the negative economic impact they are intended to address. Cash transfers grossly in excess of the amount needed to address the negative economic impact identified by the recipient would not be considered to be a response to the COVID-19 public health emergency or its negative impacts. In particular, when considering appropriate size of permissible cash transfers made in response to the COVID-19 public health emergency, state, local, territorial, and Tribal governments may consider and take guidance from the per person amounts previously provided by the federal government in response to the COVID crisis.

**2.7. May funds be used to reimburse recipients for costs incurred by state and local governments in responding to the public health emergency and its negative economic impacts prior to passage of the American Rescue Plan?**

Use of Fiscal Recovery Funds is generally forward looking. The Interim Final Rule permits funds to be used to cover costs incurred beginning on March 3, 2021.

**2.8. May recipients use funds for general economic development or workforce development?**

Generally, not. Recipients must demonstrate that funding uses directly address a negative economic impact of the COVID-19 public health emergency, including funds used for economic or workforce development. For example, job training for unemployed workers may be used to address negative economic impacts of the public health emergency and be eligible.

**2.9. How can recipients use funds to assist the travel, tourism, and hospitality industries?**

Aid provided to tourism, travel, and hospitality industries should respond to the negative economic impacts of the pandemic. For example, a recipient may provide aid to support safe reopening of businesses in the tourism, travel and hospitality industries and to districts that were closed during the COVID-19 public health emergency, as well as aid a planned expansion or upgrade of tourism, travel and hospitality facilities delayed due to the pandemic.

Tribal development districts are considered the commercial centers for tribal hospitality, gaming, tourism and entertainment industries.

**2.10. May recipients use funds to assist impacted industries other than travel, tourism, and hospitality?**

Yes, provided that recipients consider the extent of the impact in such industries as compared to tourism, travel, and hospitality, the industries enumerated in the statute. For example, nationwide the leisure and hospitality industry has experienced an

approximately 17 percent decline in employment and 24 percent decline in revenue, on net, due to the COVID-19 public health emergency. Recipients should also consider whether impacts were due to the COVID-19 pandemic, as opposed to longer-term economic or industrial trends unrelated to the pandemic.

Recipients should maintain records to support their assessment of how businesses or business districts receiving assistance were affected by the negative economic impacts of the pandemic and how the aid provided responds to these impacts.

**2.11. How does the Interim Final Rule help address the disparate impact of COVID-19 on certain populations and geographies?**

In recognition of the disproportionate impacts of the COVID-19 virus on health and economic outcomes in low-income and Native American communities, the Interim Final Rule identifies a broader range of services and programs that are considered to be in response to the public health emergency when provided in these communities. Specifically, Treasury will presume that certain types of services are eligible uses when provided in a Qualified Census Tract (QCT), to families living in QCTs, or when these services are provided by Tribal governments.

Recipients may also provide these services to other populations, households, or geographic areas disproportionately impacted by the pandemic. In identifying these disproportionately-impacted communities, recipients should be able to support their determination for how the pandemic disproportionately impacted the populations, households, or geographic areas to be served.

Eligible services include:

- Addressing health disparities and the social determinants of health, including: community health workers, public benefits navigators, remediation of lead paint or other lead hazards, and community violence intervention programs;
- Building stronger neighborhoods and communities, including: supportive housing and other services for individuals experiencing homelessness, development of affordable housing, and housing vouchers and assistance relocating to neighborhoods with higher levels of economic opportunity;
- Addressing educational disparities exacerbated by COVID-19, including: early learning services, increasing resources for high-poverty school districts, educational services like tutoring or afterschool programs, and supports for students' social, emotional, and mental health needs; and
- Promoting healthy childhood environments, including: child care, home visiting programs for families with young children, and enhanced services for child welfare-involved families and foster youth.

**2.12. May recipients use funds to pay for vaccine incentive programs (e.g., cash or in-kind transfers, lottery programs, or other incentives for individuals who get vaccinated)?**

Yes. Under the Interim Final Rule, recipients may use Coronavirus State and Local Fiscal Recovery Funds to respond to the COVID-19 public health emergency, including expenses related to COVID-19 vaccination programs. See 31 CFR 35.6(b)(1)(i). Programs that provide incentives reasonably expected to increase the number of people who choose to get vaccinated, or that motivate people to get vaccinated sooner than they otherwise would have, are an allowable use of funds so long as such costs are reasonably proportional to the expected public health benefit.

**2.13. May recipients use funds to pay “back to work incentives” (e.g., cash payments for newly employed workers after a certain period of time on the job)? [5/27]**

Yes. Under the Interim Final Rule, recipients may use Coronavirus State and Local Fiscal Recovery Funds to provide assistance to unemployed workers. See 31 CFR 35.6(b)(4). This assistance can include job training or other efforts to accelerate rehiring and thus reduce unemployment, such as childcare assistance, assistance with transportation to and from a jobsite or interview, and incentives for newly employed workers.

**2.14. The Coronavirus Relief Fund (CRF) included as an eligible use: "Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency." What has changed in CSFRF/CLFRF, and what type of documentation is required under CSFRF/CLFRF? [5/27]**

Many of the expenses authorized under the Coronavirus Relief Fund are also eligible uses under the CSFRF/CLFRF. However, in the case of payroll expenses for public safety, public health, health care, human services, and similar employees (hereafter, public health and safety staff), the CSFRF/CLFRF does differ from the CRF. This change reflects the differences between the ARPA and CARES Act and recognizes that the response to the COVID-19 public health emergency has changed and will continue to change over time. In particular, funds may be used for payroll and covered benefits expenses for public safety, public health, health care, human services, and similar employees, including first responders, to the extent that the employee's time that is dedicated to responding to the COVID-19 public health emergency.

For administrative convenience, the recipient may consider a public health and safety employee to be entirely devoted to mitigating or responding to the COVID-19 public health emergency, and therefore fully covered, if the employee, or his or her operating unit or division, is primarily dedicated (e.g., more than half of the employee's time is dedicated) to responding to the COVID-19 public health emergency.

Recipients may use presumptions for assessing whether an employee, division, or operating unit is primarily dedicated to COVID-19 response. The recipient should

maintain records to support its assessment, such as payroll records, attestations from supervisors or staff, or regular work product or correspondence demonstrating work on the COVID-19 response. Recipients need not routinely track staff hours. Recipients should periodically reassess their determinations.

**2.15. What staff are included in “public safety, public health, health care, human services, and similar employees”? Would this include, for example, 911 operators, morgue staff, medical examiner staff, or EMS staff? [5/27]**

As discussed in the Interim Final Rule, funds may be used for payroll and covered benefits expenses for public safety, public health, health care, human services, and similar employees, for the portion of the employee’s time that is dedicated to responding to the COVID-19 public health emergency.

Public safety employees would include police officers (including state police officers), sheriffs and deputy sheriffs, firefighters, emergency medical responders, correctional and detention officers, and those who directly support such employees such as dispatchers and supervisory personnel. Public health employees would include employees involved in providing medical and other health services to patients and supervisory personnel, including medical staff assigned to schools, prisons, and other such institutions, and other support services essential for patient care (e.g., laboratory technicians, medical examiner or morgue staff) as well as employees of public health departments directly engaged in matters related to public health and related supervisory personnel. Human services staff include employees providing or administering social services; public benefits; child welfare services; and child, elder, or family care, as well as others.

**2.16. May recipients use funds to establish a public jobs program? [6/8]**

Yes. The Interim Final Rule permits a broad range of services to unemployed or underemployed workers and other individuals that suffered negative economic impacts from the pandemic. That can include public jobs programs, subsidized employment, combined education and on-the-job training programs, or job training to accelerate rehiring or address negative economic or public health impacts experienced due to a worker’s occupation or level of training. The broad range of permitted services can also include other employment supports, such as childcare assistance or assistance with transportation to and from a jobsite or interview.

The Interim Final Rule includes as an eligible use re-hiring public sector staff up to the government’s level of pre-pandemic employment. “Public sector staff” would not include individuals participating in a job training or subsidized employment program administered by the recipient.

**2.17. The Interim Final Rule states that “assistance or aid to individuals or businesses that did not experience a negative economic impact from the public health emergency would not be an eligible use under this category.” Are recipients**



**required to demonstrate that each individual or business experienced a negative economic impact for that individual or business to receive assistance? [6/23]**

Not necessarily. The Interim Final Rule allows recipients to demonstrate a negative economic impact on a population or group and to provide assistance to households or businesses that fall within that population or group. In such cases, the recipient need only demonstrate that the household or business is within the population or group that experienced a negative economic impact.

For assistance to households, the Interim Final Rule states, “In assessing whether a household or population experienced economic harm as a result of the pandemic, a recipient may presume that a household or population that experienced unemployment or increased food or housing insecurity or is low- or moderate-income experienced negative economic impacts resulting from the pandemic.” This would allow, for example, an internet access assistance program for all low- or moderate-income households, but would not require the recipient to demonstrate or document that each individual low- or moderate income household experienced a negative economic impact from the COVID-19 public health emergency apart from being low- or -moderate income.

For assistance to small businesses, the Interim Final Rule states that assistance may be provided to small businesses, including loans, grants, in-kind assistance, technical assistance or other services, to respond to the negative economic impacts of the COVID-19 public health emergency. In providing assistance to small businesses, recipients must design a program that responds to the negative economic impacts of the COVID-19 public health emergency, including by identifying how the program addresses the identified need or impact faced by small businesses. This can include assistance to adopt safer operating procedures, weather periods of closure, or mitigate financial hardship resulting from the COVID-19 public health emergency.

As part of program design and to ensure that the program responds to the identified need, recipients may consider additional criteria to target assistance to businesses in need, including to small businesses. Assistance may be targeted to businesses facing financial insecurity, with substantial declines in gross receipts (e.g., comparable to measures used to assess eligibility for the Paycheck Protection Program), or facing other economic harm due to the pandemic, as well as businesses with less capacity to weather financial hardship, such as the smallest businesses, those with less access to credit, or those serving disadvantaged communities. For example, a recipient could find based on local data or research that the smallest businesses faced sharply increased risk of bankruptcy and develop a program to respond; such a program would only need to document a population or group-level negative economic impact, and eligibility criteria to limit access to the program to that population or group (in this case, the smallest businesses).

In addition, recognizing the disproportionate impact of the pandemic on disadvantaged communities, the Interim Final Rule also identifies a set of services that are presumptively eligible when provided in a Qualified Census Tract (QCT); to families and individuals living in QCTs; to other populations, households, or geographic areas

identified by the recipient as disproportionately impacted by the pandemic; or when these services are provided by Tribal governments. For more information on the set of presumptively eligible services, see the Interim Final Rule section on *Building Stronger Communities through Investments in Housing and Neighborhoods* and FAQ 2.11.

**2.18. Would investments in improving outdoor spaces (e.g. parks) be an eligible use of funds as a response to the public health emergency and/or its negative economic impacts? [6/23]**

There are multiple ways that investments in improving outdoor spaces could qualify as eligible uses; several are highlighted below, though there may be other ways that a specific investment in outdoor spaces would meet eligible use criteria.

First, in recognition of the disproportionate negative economic impacts on certain communities and populations, the Interim Final Rule identifies certain types of services that are eligible uses when provided in a Qualified Census Tract (QCT), to families and individuals living in QCTs, or when these services are provided by Tribal governments. Recipients may also provide these services to other populations, households, or geographic areas disproportionately impacted by the pandemic.

These programs and services include services designed to build stronger neighborhoods and communities and to address health disparities and the social determinants of health. The Interim Final Rule provides a non-exhaustive list of eligible services to respond to the needs of communities disproportionately impacted by the pandemic, and recipients may identify other uses of funds that do so, consistent with the Rule's framework. For example, investments in parks, public plazas, and other public outdoor recreation spaces may be responsive to the needs of disproportionately impacted communities by promoting healthier living environments and outdoor recreation and socialization to mitigate the spread of COVID-19.

Second, recipients may provide assistance to small businesses in all communities. Assistance to small businesses could include support to enhance outdoor spaces for COVID-19 mitigation (e.g., restaurant patios) or to improve the built environment of the neighborhood (e.g., façade improvements).

Third, many governments saw significantly increased use of parks during the pandemic that resulted in damage or increased maintenance needs. The Interim Final Rule recognizes that “decrease[s to] a state or local government’s ability to effectively administer services” can constitute a negative economic impact of the pandemic.

**2.19. Would expenses to address a COVID-related backlog in court cases be an eligible use of funds as a response to the public health emergency? [6/23]**

The Interim Final Rule recognizes that “decrease[s to] a state or local government’s ability to effectively administer services,” such as cuts to public sector staffing levels, can constitute a negative economic impact of the pandemic. During the COVID-19 public

health emergency, many courts were unable to operate safely during the pandemic and, as a result, now face significant backlogs. Court backlogs resulting from inability of courts to safely operate during the COVID-19 pandemic decreased the government's ability to administer services. Therefore, steps to reduce these backlogs, such as implementing COVID-19 safety measures to facilitate court operations, hiring additional court staff or attorneys to increase speed of case resolution, and other expenses to expedite case resolution are eligible uses.

**2.20. Can funds be used to assist small business startups as a response to the negative economic impact of COVID-19? [6/23]**

As discussed in the Interim Final Rule, recipients may provide assistance to small businesses that responds to the negative economic impacts of COVID-19. The Interim Final Rule provides a non-exclusive list of potential assistance mechanisms, as well as considerations for ensuring that such assistance is responsive to the negative economic impacts of COVID-19.

Treasury acknowledges a range of potential circumstances in which assisting small business startups could be responsive to the negative economic impacts of COVID-19, including for small businesses and individuals seeking to start small businesses after the start of the COVID-19 public health emergency. For example:

- A recipient could assist small business startups with additional costs associated with COVID-19 mitigation tactics (e.g., barriers or partitions; enhanced cleaning; or physical plant changes to enable greater use of outdoor space).
- A recipient could identify and respond to a negative economic impact of COVID-19 on new small business startups; for example, if it could be shown that small business startups in a locality were facing greater difficulty accessing credit than prior to the pandemic, faced increased costs to starting the business due to the pandemic, or that the small business had lost expected startup capital due to the pandemic.
- The Interim Final Rule also discusses eligible uses that provide support for individuals who have experienced a negative economic impact from the COVID-19 public health emergency, including uses that provide job training for unemployed individuals. These initiatives also may support small business startups and individuals seeking to start small businesses.

**2.21. Can funds be used for eviction prevention efforts or housing stability services? [6/24]**

Yes. Responses to the negative economic impacts of the pandemic include “rent, mortgage, or utility assistance [and] counseling and legal aid to prevent eviction or homelessness.” This includes housing stability services that enable eligible households to maintain or obtain housing, such as housing counseling, fair housing counseling, case management related to housing stability, outreach to households at risk of eviction or promotion of housing support programs, housing related services for survivors of

domestic abuse or human trafficking, and specialized services for individuals with disabilities or seniors that supports their ability to access or maintain housing.

This also includes legal aid such as legal services or attorney's fees related to eviction proceedings and maintaining housing stability, court-based eviction prevention or eviction diversion programs, and other legal services that help households maintain or obtain housing.

Recipients may transfer funds to, or execute grants or contracts with, court systems, non-profits, and a wide range of other organizations to implement these strategies.

### **3. Eligible Uses – Revenue Loss**

#### **3.1. How is revenue defined for the purpose of this provision? [appendix added 6/23]**

The Interim Final Rule adopts a definition of “General Revenue” that is based on, but not identical, to the Census Bureau’s concept of “General Revenue from Own Sources” in the Annual Survey of State and Local Government Finances.

General Revenue includes revenue from taxes, current charges, and miscellaneous general revenue. It excludes refunds and other correcting transactions, proceeds from issuance of debt or the sale of investments, agency or private trust transactions, and revenue generated by utilities and insurance trusts. General revenue also includes intergovernmental transfers between state and local governments, but excludes intergovernmental transfers from the Federal government, including Federal transfers made via a state to a locality pursuant to the CRF or the Fiscal Recovery Funds.

Tribal governments may include all revenue from Tribal enterprises and gaming operations in the definition of General Revenue.

Please see the appendix for a diagram of the Interim Final Rule’s definition of General Revenue within the Census Bureau’s revenue classification structure.

#### **3.2. Will revenue be calculated on an entity-wide basis or on a source-by-source basis (e.g. property tax, income tax, sales tax, etc.)?**

Recipients should calculate revenue on an entity-wide basis. This approach minimizes the administrative burden for recipients, provides for greater consistency across recipients, and presents a more accurate representation of the net impact of the COVID- 19 public health emergency on a recipient’s revenue, rather than relying on financial reporting prepared by each recipient, which vary in methodology used and which generally aggregates revenue by purpose rather than by source.

#### **3.3. Does the definition of revenue include outside concessions that contract with a state or local government?**

Recipients should classify revenue sources as they would if responding to the U.S. Census Bureau's Annual Survey of State and Local Government Finances. According to the Census Bureau's Government Finance and Employment Classification manual, the following is an example of current charges that would be included in a state or local government's general revenue from own sources: "Gross revenue of facilities operated by a government (swimming pools, recreational marinas and piers, golf courses, skating rinks, museums, zoos, etc.); auxiliary facilities in public recreation areas (camping areas, refreshment stands, gift shops, etc.); lease or use fees from stadiums, auditoriums, and community and convention centers; and rentals from concessions at such facilities."

**3.4. What is the time period for estimating revenue loss? Will revenue losses experienced prior to the passage of the Act be considered?**

Recipients are permitted to calculate the extent of reduction in revenue as of four points in time: December 31, 2020; December 31, 2021; December 31, 2022; and December 31, 2023. This approach recognizes that some recipients may experience lagged effects of the pandemic on revenues.

Upon receiving Fiscal Recovery Fund payments, recipients may immediately calculate revenue loss for the period ending December 31, 2020.

**3.5. What is the formula for calculating the reduction in revenue?**

A reduction in a recipient's General Revenue equals:

$$\text{Max } \{ [\text{Base Year Revenue} * (1 + \text{Growth Adjustment})^{\left(\frac{n}{12}\right)}] - \text{Actual General Revenue}_t ; 0 \}$$

Where:

*Base Year Revenue* is General Revenue collected in the most recent full fiscal year prior to the COVID-19 public health emergency.

*Growth Adjustment* is equal to the greater of 4.1 percent (or 0.041) and the recipient's average annual revenue growth over the three full fiscal years prior to the COVID-19 public health emergency.

*n* equals the number of months elapsed from the end of the base year to the calculation date.

*Actual General Revenue* is a recipient's actual general revenue collected during 12-month period ending on each calculation date.

Subscript *t* denotes the calculation date.

**3.6. Are recipients expected to demonstrate that reduction in revenue is due to the COVID-19 public health emergency?**

In the Interim Final Rule, any diminution in actual revenue calculated using the formula above would be presumed to have been “due to” the COVID-19 public health emergency. This presumption is made for administrative ease and in recognition of the broad-based economic damage that the pandemic has wrought.

**3.7. May recipients use pre-pandemic projections as a basis to estimate the reduction in revenue?**

No. Treasury is disallowing the use of projections to ensure consistency and comparability across recipients and to streamline verification. However, in estimating the revenue shortfall using the formula above, recipients may incorporate their average annual revenue growth rate in the three full fiscal years prior to the public health emergency.

**3.8. Once a recipient has identified a reduction in revenue, are there any restrictions on how recipients use funds up to the amount of the reduction?**

The Interim Final Rule gives recipients broad latitude to use funds for the provision of government services to the extent of reduction in revenue. Government services can include, but are not limited to, maintenance of infrastructure or pay-go spending for building new infrastructure, including roads; modernization of cybersecurity, including hardware, software, and protection of critical infrastructure; health services; environmental remediation; school or educational services; and the provision of police, fire, and other public safety services.

However, paying interest or principal on outstanding debt, replenishing rainy day or other reserve funds, or paying settlements or judgments would not be considered provision of a government service, since these uses of funds do not entail direct provision of services to citizens. This restriction on paying interest or principal on any outstanding debt instrument, includes, for example, short-term revenue or tax anticipation notes, or paying fees or issuance costs associated with the issuance of new debt. In addition, the overarching restrictions on all program funds (e.g., restriction on pension deposits, restriction on using funds for non-federal match where barred by regulation or statute) would apply.

**3.9. How do I know if a certain type of revenue should be counted for the purpose of computing revenue loss? [5/27]**

As discussed in FAQ #3.1, the Interim Final Rule adopts a definition of “General Revenue” that is based on, but not identical, to the Census Bureau’s concept of “General Revenue from Own Sources” in the Annual Survey of State and Local Government Finances.

Recipients should refer to the definition of “General Revenue” included in the Interim Final Rule. See 31 CFR 35.3. If a recipient is unsure whether a particular revenue source is included in the Interim Final Rule’s definition of “General Revenue,” the recipient may consider the classification and instructions used to complete the Census Bureau’s Annual Survey.

For example, parking fees would be classified as a Current Charge for the purpose of the Census Bureau’s Annual Survey, and the Interim Final Rule’s concept of “General Revenue” includes all Current Charges. Therefore, parking fees would be included in the Interim Final Rule’s concept of “General Revenue.”

The Census Bureau’s Government Finance and Employment Classification manual is available [here](#).

**3.10. In calculating revenue loss, are recipients required to use audited financials? [6/8]**

Where audited data is not available, recipients are not required to obtain audited data. Treasury expects all information submitted to be complete and accurate. See 31 CFR 35.4(c).

**3.11. In calculating revenue loss, should recipients use their own data, or Census data? [6/8]**

Recipients should use their own data sources to calculate general revenue, and do not need to rely on published revenue data from the Census Bureau. Treasury acknowledges that due to differences in timing, data sources, and definitions, recipients’ self-reported general revenue figures may differ somewhat from those published by the Census Bureau.

**3.12. Should recipients calculate revenue loss on a cash basis or an accrual basis? [6/8]**

Recipients may provide data on a cash, accrual, or modified accrual basis, provided that recipients are consistent in their choice of methodology throughout the covered period and until reporting is no longer required.

**3.13. In identifying intergovernmental revenue for the purpose of calculating General Revenue, should recipients exclude all federal funding, or just federal funding related to the COVID-19 response? How should local governments treat federal funds that are passed through states or other entities, or federal funds that are intermingled with other funds? [6/23]**

In calculating General Revenue, recipients should exclude all intergovernmental transfers from the federal government. This includes, but is not limited to, federal transfers made via a state to a locality pursuant to the Coronavirus Relief Fund or Fiscal Recovery Funds. To the extent federal funds are passed through states or other entities or intermingled with other funds, recipients should attempt to identify and exclude the

federal portion of those funds from the calculation of General Revenue on a best-efforts basis.

**3.14. What entities constitute a government for the purpose of calculating revenue loss? [7/14]**

In determining whether a particular entity is part of a recipient's government for purposes of measuring a recipient's government revenue, recipients should identify all the entities included in their government and the general revenue attributable to these entities on a best-efforts basis. Recipients are encouraged to consider how their administrative structure is organized under state and local statutes. In cases in which the autonomy of certain authorities, commissions, boards, districts, or other entities is not readily distinguishable from the recipient's government, recipients may adopt the Census Bureau's criteria for judging whether an entity is independent from, or a constituent of, a given government. For an entity to be independent, it generally meets all four of the following conditions:

- The entity is an organized entity and possesses corporate powers, such as perpetual succession, the right to sue and be sued, having a name, the ability to make contracts, and the ability to acquire and dispose of property.
- The entity has governmental character, meaning that it provides public services, or wields authority through a popularly elected governing body or officers appointed by public officials. A high degree of responsibility to the public, demonstrated by public reporting requirements or by accessibility of records for public inspection, also evidences governmental character.
- The entity has substantial fiscal independence, meaning it can determine its budget without review and modification by other governments. For instance, the entity can determine its own taxes, charges, and debt issuance without another government's supervision.
- The entity has substantial administrative independence, meaning it has a popularly elected governing body, or has a governing body representing two or more governments, or, in the event its governing body is appointed by another government, the entity performs functions that are essentially different from those of, and are not subject to specification by, its creating government.

If an entity does not meet all four of these conditions, a recipient may classify the entity as part of the recipient's government and assign the portion of General Revenue that corresponds to the entity.

To further assist recipients in applying the forgoing criteria, recipients may refer to the Census Bureau's *Individual State Descriptions: 2017 Census of Governments* publication, which lists specific entities and classes of entities classified as either independent (defined by Census as "special purpose governments") or constituent (defined by Census as "dependent agencies") on a state-by-state basis. Recipients should note that the Census Bureau's lists are not exhaustive and that Census classifications are based on an analysis of state and local statutes as of 2017 and subject to the Census Bureau's judgement. Though not included in the Census Bureau's publication, state



colleges and universities are generally classified as dependent agencies of state governments by the Census Bureau.

If an entity is determined to be part of the recipient's government, the recipient must also determine whether the entity's revenue is covered by the Interim Final Rule's definition of "general revenue." For example, some cash flows may be outside the definition of "general revenue." In addition, note that the definition of general revenue includes Tribal enterprises in the case of Tribal governments. Refer to FAQ 3.1 (and the Appendix) for the components included in General Revenue.

**3.15. The Interim Final Rule's definition of General Revenue excludes revenue generated by utilities. Can you please clarify the definition of utility revenue? [7/14]**

As noted in FAQs 3.1 and 3.9, the Interim Final Rule adopts a definition of "general revenue" that is based on, but not identical to, the Census Bureau's concept of "General Revenue from Own Sources" in the Annual Survey of State and Local Government Finances. Recipients should refer to the definition of "general revenue" included in the Interim Final Rule. See 31 CFR 35.3. If a recipient is unsure whether a particular revenue source is included in the Interim Final Rule's definition of "general revenue," the recipient may consider the classification and instructions used to complete the Census Bureau's Annual Survey.

According to the Census Bureau's Government Finance and Employment Classification manual, utility revenue is defined as "[g]ross receipts from sale of utility commodities or services to the public or other governments by publicly-owned and controlled utilities." This includes revenue from operations of publicly-owned and controlled water supply systems, electric power systems, gas supply systems, and public mass transit systems (see pages 4-45 and 4-46 of the manual for more detail).

Except for these four types of utilities, revenues from all commercial-type activities of a recipient's government (e.g., airports, educational institutions, lotteries, public hospitals, public housing, parking facilities, port facilities, sewer or solid waste systems, and toll roads and bridges) are covered by the Interim Final Rule's definition of "general revenue." If a recipient is unsure whether a particular entity performing one of these commercial-type activities can be considered part of the recipient's government, please see FAQ 3.14.

## **4. Eligible Uses – General**

**4.1. May recipients use funds to replenish a budget stabilization fund, rainy day fund, or similar reserve account?**

No. Funds made available to respond to the public health emergency and its negative economic impacts are intended to help meet pandemic response needs and provide immediate stabilization for households and businesses. Contributions to rainy day funds

and similar reserves funds would not address these needs or respond to the COVID-19 public health emergency, but would rather be savings for future spending needs. Similarly, funds made available for the provision of governmental services (to the extent of reduction in revenue) are intended to support direct provision of services to citizens. Contributions to rainy day funds are not considered provision of government services, since such expenses do not directly relate to the provision of government services.

**4.2. May recipients use funds to invest in infrastructure other than water, sewer, and broadband projects (e.g. roads, public facilities)?**

Under 602(c)(1)(C) or 603(c)(1)(C), recipients may use funds for maintenance of infrastructure or pay-go spending for building of new infrastructure as part of the general provision of government services, to the extent of the estimated reduction in revenue due to the public health emergency.

Under 602(c)(1)(A) or 603(c)(1)(A), a general infrastructure project typically would not be considered a response to the public health emergency and its negative economic impacts unless the project responds to a specific pandemic-related public health need (e.g., investments in facilities for the delivery of vaccines) or a specific negative economic impact of the pandemic (e.g., affordable housing in a Qualified Census Tract).

**4.3. May recipients use funds to pay interest or principal on outstanding debt?**

No. Expenses related to financing, including servicing or redeeming notes, would not address the needs of pandemic response or its negative economic impacts. Such expenses would also not be considered provision of government services, as these financing expenses do not directly provide services or aid to citizens.

This applies to paying interest or principal on any outstanding debt instrument, including, for example, short-term revenue or tax anticipation notes, or paying fees or issuance costs associated with the issuance of new debt.

**4.4. May recipients use funds to satisfy nonfederal matching requirements under the Stafford Act? May recipients use funds to satisfy nonfederal matching requirements generally?**

Fiscal Recovery Funds are subject to pre-existing limitations in other federal statutes and regulations and may not be used as non-federal match for other Federal programs whose statute or regulations bar the use of Federal funds to meet matching requirements. For example, expenses for the state share of Medicaid are not an eligible use. For information on FEMA programs, please [see here](#).

**4.5. Are governments required to submit proposed expenditures to Treasury for approval? [5/27]**

No. Recipients are not required to submit planned expenditures for prior approval by Treasury. Recipients are subject to the requirements and guidelines for eligible uses contained in the Interim Final Rule.

**4.6. How do I know if a specific use is eligible? [5/27]**

Fiscal Recovery Funds must be used in one of the four eligible use categories specified in the American Rescue Plan Act and implemented in the Interim Final Rule:

- a) To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- b) To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers;
- c) For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and
- d) To make necessary investments in water, sewer, or broadband infrastructure.

Recipients should consult Section II of the Interim Final Rule for additional information on eligible uses. For recipients evaluating potential uses under (a), the Interim Final Rule contains a non-exclusive list of programs or services that may be funded as responding to COVID-19 or the negative economic impacts of the COVID-19 public health emergency, along with considerations for evaluating other potential uses of Fiscal Recovery Funds not explicitly listed. See Section II of the Interim Final Rule for additional discussion.

For recipients evaluating potential uses under (c), the Interim Final Rule gives recipients broad latitude to use funds for the provision of government services to the extent of reduction in revenue. See FAQ #3.8 for additional discussion.

For recipients evaluating potential uses under (b) and (d), see Sections 5 and 6.

**4.7. Do restrictions on using Coronavirus State and Local Fiscal Recovery Funds to cover costs incurred beginning on March 3, 2021 apply to costs incurred by the recipient (e.g., a State, local, territorial, or Tribal government) or to costs incurred by households, businesses, and individuals benefiting from assistance provided using Coronavirus State and Local Fiscal Recovery Funds? [6/8]**

The Interim Final Rule permits funds to be used to cover costs incurred beginning on March 3, 2021. This limitation applies to costs incurred by the recipient (i.e., the state, local, territorial, or Tribal government receiving funds). However, recipients may use Coronavirus State and Local Fiscal Recovery Funds to provide assistance to households, businesses, and individuals within the eligible use categories described in the Interim

Final Rule for economic harms experienced by those households, businesses, and individuals prior to March 3, 2021. For example,

- Public Health/Negative Economic Impacts – Recipients may use Coronavirus State and Local Fiscal Recovery Funds to provide assistance to households – such as rent, mortgage, or utility assistance – for economic harms experienced or costs incurred by the household prior to March 3, 2021 (e.g., rental arrears from preceding months), provided that the cost of providing assistance to the household was not incurred by the recipient prior to March 3, 2021.
- Premium Pay – Recipients may provide premium pay retrospectively for work performed at any time since the start of the COVID-19 public health emergency. Such premium pay must be “in addition to” wages and remuneration already received and the obligation to provide such pay must not have been incurred by the recipient prior to March 3, 2021.
- Revenue Loss – The Interim Final Rule gives recipients broad latitude to use funds for the provision of government services to the extent of reduction in revenue. The calculation of lost revenue begins with the recipient’s revenue in the last full fiscal year prior to the COVID-19 public health emergency and includes the 12-month period ending December 31, 2020. However, use of funds for government services must be forward looking for costs incurred by the recipient after March 3, 2021.
- Investments in Water, Sewer, and Broadband – Recipients may use Coronavirus State and Local Fiscal Recovery Funds to make necessary investments in water, sewer, and broadband. See FAQ Section 6. Recipients may use Coronavirus State and Local Fiscal Recovery Funds to cover costs incurred for eligible projects planned or started prior to March 3, 2021, provided that the project costs covered by the Coronavirus State and Local Fiscal Recovery Funds were incurred after March 3, 2021.

**4.8. How can I use CSFRF/CLFRF funds to prevent and respond to crime, and support public safety in my community? [6/23]**

Under Treasury’s Interim Final Rule, there are many ways in which the State and Local Fiscal Recovery Funds (“Funds”) under the American Rescue Plan Act can support communities working to reduce and respond to increased violence due to the pandemic. Among the eligible uses of the Funds are restoring of public sector staff to their pre-pandemic levels and responses to the public health crisis and negative economic impacts resulting from the pandemic. The Interim Final Rule provides several ways for recipients to “respond to” this pandemic-related gun violence, ranging from community violence intervention programs to mental health services to hiring of public safety personnel.

Below are some examples of how Fiscal Recovery Funds can be used to address public safety:

- In all communities, recipients may use resources to rehire police officers and other public servants to restore law enforcement and courts to their pre-pandemic levels.

Additionally, Funds can be used for expenses to address COVID-related court backlogs, including hiring above pre-pandemic levels, as a response to the public health emergency. See FAQ 2.19.

- In communities where an increase in violence or increased difficulty in accessing or providing services to respond to or mitigate the effects of violence, is a result of the pandemic they may use funds to address that harm. This spending may include:
  - Hiring law enforcement officials – even above pre-pandemic levels – or paying overtime where the funds are directly focused on advancing community policing strategies in those communities experiencing an increase in gun violence associated with the pandemic
  - Community Violence Intervention (CVI) programs, including capacity building efforts at CVI programs like funding and training additional intervention workers
  - Additional enforcement efforts to reduce gun violence exacerbated by the pandemic, including prosecuting gun traffickers, dealers, and other parties contributing to the supply of crime guns, as well as collaborative federal, state, and local efforts to identify and address gun trafficking channels
  - Investing in technology and equipment to allow law enforcement to more efficiently and effectively respond to the rise in gun violence resulting from the pandemic

As discussed in the Interim Final Rule, uses of CSFRF/CLFRF funds that respond to an identified harm must be related and reasonably proportional to the extent and type of harm experienced; uses that bear no relation or are grossly disproportionate to the type or extent of harm experienced would not be eligible uses.

- Recipients may also use funds up to the level of revenue loss for government services, including those outlined above.

Recognizing that the pandemic exacerbated mental health and substance use disorder needs in many communities, eligible public health services include mental health and other behavioral health services, which are a critical component of a holistic public safety approach. This could include:

- Mental health services and substance use disorder services, including for individuals experiencing trauma exacerbated by the pandemic, such as:
  - Community-based mental health and substance use disorder programs that deliver evidence-based psychotherapy, crisis support services, medications for opioid use disorder, and/or recovery support
  - School-based social-emotional support and other mental health services
- Referrals to trauma recovery services for crime victims.

Recipients also may use Funds to respond to the negative economic impacts of the public health emergency, including:

- Assistance programs to households or populations facing negative economic impacts of the public health emergency, including:

- Assistance to support economic security, including for the victims of crime;
  - Housing assistance, including rent, utilities, and relocation assistance;
  - Assistance with food, including Summer EBT and nutrition programs; and
  - Employment or job training services to address negative economic or public health impacts experienced due to a worker's occupation or level of training.
- Assistance to unemployed workers, including:
    - Subsidized jobs, including for young people. Summer youth employment programs directly address the negative economic impacts of the pandemic on young people and their families and communities;
    - Programs that provide paid training and/or work experience targeted primarily to (1) formerly incarcerated individuals, and/or (2) communities experiencing high levels of violence exacerbated by the pandemic;
    - Programs that provide workforce readiness training, apprenticeship or pre-apprenticeship opportunities, skills development, placement services, and/or coaching and mentoring; and
    - Associated wraparound services, including for housing, health care, and food.

Recognizing the disproportionate impact of the pandemic on certain communities, a broader range of services are eligible in those communities than would otherwise be available in communities not experiencing a pandemic-related increase in crime or gun violence. These eligible uses aim to address the pandemic's exacerbation of public health and economic disparities and include services to address health and educational disparities, support neighborhoods and affordable housing, and promote healthy childhood environments. The Interim Final Rule provides a non-exhaustive list of eligible services in these categories.

These services automatically qualify as eligible uses when provided in Qualified Census Tracts (QCTs), low-income areas designated by HUD; to families in QCTs; or by Tribal governments. Outside of these areas, recipient governments can also identify and serve households, populations, and geographic areas disproportionately impacted by the pandemic.

Services under this category could include:

- Programs or services that address or mitigate the impacts of the COVID-19 public health emergency on education, childhood health and welfare, including:
  - Summer education and enrichment programs in these communities, which include many communities currently struggling with high levels of violence;
  - Programs that address learning loss and keep students productively engaged;
  - Enhanced services for foster youths and home visiting programs; and
  - Summer camps and recreation.
- Programs or services that provide or facilitate access to health and social services and address health disparities exacerbated by the pandemic. This includes Community Violence Intervention (CVI) programs, such as:
  - Evidence-based practices like focused deterrence, street outreach, violence interrupters, and hospital-based violence intervention models, complete with

- wraparound services such as behavioral therapy, trauma recovery, job training, education, housing and relocation services, and financial assistance; and,
- Capacity-building efforts at CVI programs like funding more intervention workers; increasing their pay; providing training and professional development for intervention workers; and hiring and training workers to administer the programs.

Please refer to Treasury's Interim Final Rule for additional information.

**4.9. May recipients pool funds for regional projects? [7/14]**

Yes, provided that the project is itself an eligible use of funds and that recipients can track the use of funds in line with the reporting and compliance requirements of the CSFRF/CLFRF. In general, when pooling funds for regional projects, recipients may expend funds directly on the project or transfer funds to another government that is undertaking the project on behalf of multiple recipients. To the extent recipients undertake regional projects via transfer to another government, recipients would need to comply with the rules on transfers specified in the Interim Final Rule, Section V. A recipient may transfer funds to a government outside its boundaries (e.g., county transfers to a neighboring county), provided that the recipient can document that its jurisdiction receives a benefit proportionate to the amount contributed.

**4.10. May recipients fund a project with both ARP funds and other sources of funding (e.g., blending, braiding, or other pairing funding sources), including in conjunction with financing provided through a debt issuance? [7/14]**

Cost sharing or matching funds are not required under CSFRF/CLFRF. Funds may be used in conjunction with other funding sources, provided that the costs are eligible costs under each source program and are compliant with all other related statutory and regulatory requirements and policies. The recipient must comply with applicable reporting requirements for all sources of funds supporting the CSFRF/CLFRF projects, and with any requirements and restrictions on the use of funds from the supplemental funding sources and the CSFRF/CLFRF program. Specifically,

- All funds provided under the CSFRF/CLFRF program must be used for projects, investments, or services that are eligible under the CSFRF/CLFRF statute, Treasury's Interim Final Rule, and guidance. See 31 CFR 35.6-8; FAQ 4.6. CSFRF/CLFRF funds may not be used to fund an activity that is not, in its entirety, an eligible use under the CSFRF/CLFRF statute, Treasury's Interim Final Rule, and guidance. For example,
  - CSFRF/CLFRF funds may be used in conjunction with other sources of funds to make an investment in water infrastructure, which is eligible under the CSFRF/CLFRF statute, and Treasury's Interim Final Rule.
  - CSFRF/CLFRF funds could not be used to fund the entirety of a water infrastructure project that was partially, although not entirely, an eligible use under Treasury's Interim Final Rule. However, the recipient could use CSFRF/CLFRF funds only for a smaller component project that does

constitute an eligible use, while using other funds for the remaining portions of the larger planned water infrastructure project that do not constitute an eligible use. In this case, the “project” under this program would be only the eligible use component of the larger project.

- In addition, because CSFRF/CLFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026, recipients must be able to, at a minimum, determine and report to Treasury on the amount of CSFRF/CLFRF funds obligated and expended and when such funds were obligated and expended.

**4.11. May Coronavirus State and Local Fiscal Recovery Funds be used to make loans or other extensions of credit (“loans”), including loans to small businesses and loans to finance necessary investments in water, sewer, and broadband infrastructure?  
[7/14]**

Yes. Coronavirus State and Local Fiscal Recovery Funds (“Funds”) may be used to make loans, provided that the loan is an eligible use and the cost of the loan is tracked and reported in accordance with the points below. See 31 CFR 35.6. For example, a recipient may use Coronavirus State and Local Fiscal Recovery Funds to make loans to small businesses. See 31 CFR 35.6(b)(6). In addition, a recipient may use Funds to finance a necessary investment in water, sewer or broadband, as described in the Interim Final Rule. See 31 CFR 35.6(e).

Funds must be used to cover “costs incurred” by the recipient between March 3, 2021, and December 31, 2024, and Funds must be expended by December 31, 2026. See Section III.D of the Interim Final Rule; 31 CFR 35.5. Accordingly, recipients must be able to determine the amount of Funds used to make a loan.

- For loans that mature or are forgiven on or before December 31, 2026, the recipient must account for the use of funds on a cash flow basis, consistent with the approach to loans taken in the Coronavirus Relief Fund.
  - Recipients may use Fiscal Recovery Funds to fund the principal of the loan and in that case must track repayment of principal and interest (i.e., “program income,” as defined under 2 CFR 200).
  - When the loan is made, recipients must report the principal of the loan as an expense.
  - Repayment of principal may be re-used only for eligible uses, and subject to restrictions on timing of use of funds. Interest payments received prior to the end of the period of performance will be considered an addition to the total award and may be used for any purpose that is an eligible use of funds under the statute and IFR. Recipients are not subject to restrictions under 2 CFR 200.307(e)(1) with respect to such payments.
- For loans with maturities longer than December 31, 2026, the recipient may use Fiscal Recovery Funds for only the projected cost of the loan. Recipients may estimate the subsidy cost of the loan, which equals the expected cash flows associated



with the loan discounted at the recipient's cost of funding. A recipient's cost of funding can be determined based on the interest rates of securities with a similar maturity to the cash flow being discounted that were either (i) recently issued by the recipient or (ii) recently issued by a unit of state, local, or Tribal government similar to the recipient. Recipients that have adopted the Current Expected Credit Loss (CECL) standard may also treat the cost of the loan as equal to the CECL-based expected credit losses over the life of the loan. Recipients may measure projected losses either once, at the time the loan is extended, or annually over the covered period.

Under either approach for measuring the amount of funds used to make loans with maturities longer than December 31, 2026, recipients would not be subject to restrictions under 2 CFR 200.307(e)(1) and need not separately track repayment of principal or interest.

Any contribution of Fiscal Recovery Funds to a revolving loan fund must follow the approach described above for loans with maturities longer than December 31, 2026. In other words, a recipient could contribute Fiscal Recovery Funds to a revolving loan fund, provided that the revolving loan fund makes loans that are eligible uses and the Fiscal Recovery Funds contributed represent the projected cost of loans made over the life of the revolving loan fund.

**4.12. May funds be used for outreach to increase uptake of federal assistance like the Child Tax Credit or federal programs like SNAP? [7/14]**

Yes. Eligible uses to address negative economic impacts include work “to improve efficacy of programs addressing negative economic impacts, including through use of data analysis, targeted consumer outreach, improvements to data or technology infrastructure, and impact evaluations.” See 31 CFR 35.6(b)(10). Of note, per the CSFRF/CLFRF [Reporting Guidance](#), allowable use of funds for evaluations may also include other types of program evaluations focused on program improvement and evidence building. In addition, recipients may use funds to facilitate access to health and social services in populations and communities disproportionately impacted by the COVID-19 pandemic, including benefits navigators or marketing efforts to increase consumer uptake of federal tax credits, benefits, or assistance programs that respond to negative economic impacts of the pandemic. See 31 CFR 35.6(b)(12).

## **5. Eligible Uses – Premium Pay**

**5.1. What criteria should recipients use in identifying essential workers to receive premium pay?**

Essential workers are those in critical infrastructure sectors who regularly perform in-person work, interact with others at work, or physically handle items handled by others.

Critical infrastructure sectors include healthcare, education and childcare, transportation, sanitation, grocery and food production, and public health and safety, among others, as provided in the Interim Final Rule. Governments receiving Fiscal Recovery Funds have the discretion to add additional sectors to this list, so long as the sectors are considered critical to protect the health and well-being of residents.

The Interim Final Rule emphasizes the need for recipients to prioritize premium pay for lower income workers. Premium pay that would increase a worker's total pay above 150% of the greater of the state or county average annual wage requires specific justification for how it responds to the needs of these workers.

**5.2. What criteria should recipients use in identifying third-party employers to receive grants for the purpose of providing premium pay to essential workers?**

Any third-party employers of essential workers are eligible. Third-party contractors who employ essential workers in eligible sectors are also eligible for grants to provide premium pay. Selection of third-party employers and contractors who receive grants is at the discretion of recipients.

To ensure any grants respond to the needs of essential workers and are made in a fair and transparent manner, the rule imposes some additional reporting requirements for grants to third-party employers, including the public disclosure of grants provided.

**5.3. May recipients provide premium pay retroactively for work already performed?**

Yes. Treasury encourages recipients to consider providing premium pay retroactively for work performed during the pandemic, recognizing that many essential workers have not yet received additional compensation for their service during the pandemic.

**6. Eligible Uses – Water, Sewer, and Broadband Infrastructure**

**6.1. What types of water and sewer projects are eligible uses of funds?**

The Interim Final Rule generally aligns eligible uses of the Funds with the wide range of types or categories of projects that would be eligible to receive financial assistance through the Environmental Protection Agency's Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF).

Under the DWSRF, categories of eligible projects include: treatment, transmission and distribution (including lead service line replacement), source rehabilitation and decontamination, storage, consolidation, and new systems development.

Under the CWSRF, categories of eligible projects include: construction of publicly-owned treatment works, nonpoint source pollution management, national estuary program projects, decentralized wastewater treatment systems, stormwater systems, water

conservation, efficiency, and reuse measures, watershed pilot projects, energy efficiency measures for publicly-owned treatment works, water reuse projects, security measures at publicly-owned treatment works, and technical assistance to ensure compliance with the Clean Water Act.

As mentioned in the Interim Final Rule, eligible projects under the DWSRF and CWSRF support efforts to address climate change, as well as to meet cybersecurity needs to protect water and sewer infrastructure. Given the lifelong impacts of lead exposure for children, and the widespread nature of lead service lines, Treasury also encourages recipients to consider projects to replace lead service lines.

**6.2. May construction on eligible water, sewer, or broadband infrastructure projects continue past December 31, 2024, assuming funds have been obligated prior to that date?**

Yes. Treasury is interpreting the requirement that costs be incurred by December 31, 2024 to only require that recipients have obligated the funds by such date. The period of performance will run until December 31, 2026, which will provide recipients a reasonable amount of time to complete projects funded with Fiscal Recovery Funds.

**6.3. May recipients use funds as a non-federal match for the Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF)?**

Recipients may not use funds as a state match for the CWSRF and DWSRF due to prohibitions in utilizing federal funds as a state match in the authorizing statutes and regulations of the CWSRF and DWSRF.

**6.4. Does the National Environmental Policy Act (NEPA) apply to eligible infrastructure projects?**

NEPA does not apply to Treasury's administration of the Funds. Projects supported with payments from the Funds may still be subject to NEPA review if they are also funded by other federal financial assistance programs.

**6.5. What types of broadband projects are eligible?**

The Interim Final Rule requires eligible projects to reliably deliver minimum speeds of 100 Mbps download and 100 Mbps upload. In cases where it is impracticable due to geography, topography, or financial cost to meet those standards, projects must reliably deliver at least 100 Mbps download speed, at least 20 Mbps upload speed, and be scalable to a minimum of 100 Mbps download speed and 100 Mbps upload speed.

Projects must also be designed to serve unserved or underserved households and businesses, defined as those that are not currently served by a wireline connection that reliably delivers at least 25 Mbps download speed and 3 Mbps of upload speed.

**6.6. For broadband investments, may recipients use funds for related programs such as cybersecurity or digital literacy training?**

Yes. Recipients may use funds to provide assistance to households facing negative economic impacts due to Covid-19, including digital literacy training and other programs that promote access to the Internet. Recipients may also use funds for modernization of cybersecurity, including hardware, software, and protection of critical infrastructure, as part of provision of government services up to the amount of revenue lost due to the public health emergency.

**6.7. How do I know if a water, sewer, or broadband project is an eligible use of funds? Do I need pre-approval? [6/8]**

Recipients do not need approval from Treasury to determine whether an investment in a water, sewer, or broadband project is eligible under CSFRF/CLFRF. Each recipient should review the Interim Final Rule (IFR), along with the preamble to the Interim Final Rule, in order to make its own assessment of whether its intended project meets the eligibility criteria in the IFR. A recipient that makes its own determination that a project meets the eligibility criteria as outlined in the IFR may pursue the project as a CSFRF/CLFRF project without pre-approval from Treasury. Local government recipients similarly do not need state approval to determine that a project is eligible under CSFRF/CLFRF. However, recipients should be cognizant of other federal or state laws or regulations that may apply to construction projects independent of CSFRF/CLFRF funding conditions and that may require pre-approval.

For water and sewer projects, the IFR refers to the EPA [Drinking Water](#) and [Clean Water](#) State Revolving Funds (SRFs) for the categories of projects and activities that are eligible for funding. Recipients should look at the relevant federal statutes, regulations, and guidance issued by the EPA to determine whether a water or sewer project is eligible. Of note, the IFR does not incorporate any other requirements contained in the federal statutes governing the SRFs or any conditions or requirements that individual states may place on their use of SRFs.

**6.8. For broadband infrastructure investments, what does the requirement that infrastructure “be designed to” provide service to unserved or underserved households and businesses mean? [6/17]**

Designing infrastructure investments to provide service to unserved or underserved households or businesses means prioritizing deployment of infrastructure that will bring service to households or businesses that are not currently serviced by a wireline connection that reliably delivers at least 25 Mbps download speed and 3 Mbps of upload speed. To meet this requirement, states and localities should use funds to deploy broadband infrastructure projects whose objective is to provide service to unserved or underserved households or businesses. These unserved or underserved households or businesses do not need to be the only ones in the service area funded by the project.

**6.9. For broadband infrastructure to provide service to “unserved or underserved households or businesses,” must every house or business in the service area be unserved or underserved? [6/17]**

No. It suffices that an objective of the project is to provide service to unserved or underserved households or businesses. Doing so may involve a holistic approach that provides service to a wider area in order, for example, to make the ongoing service of unserved or underserved households or businesses within the service area economical. Unserved or underserved households or businesses need not be the *only* households or businesses in the service area receiving funds.

**6.10. May recipients use payments from the Funds for “middle mile” broadband projects? [6/17]**

Yes. Under the Interim Final Rule, recipients may use payments from the Funds for “middle-mile projects,” but Treasury encourages recipients to focus on projects that will achieve last-mile connections—whether by focusing on funding last-mile projects or by ensuring that funded middle-mile projects have potential or partnered last-mile networks that could or would leverage the middle-mile network.

**6.11. For broadband infrastructure investments, what does the requirement to “reliably” meet or exceed a broadband speed threshold mean? [6/17]**

In the Interim Final Rule, the term “reliably” is used in two places: to identify areas that are eligible to be the subject of broadband infrastructure investments and to identify expectations for acceptable service levels for broadband investments funded by the Coronavirus State and Local Fiscal Recovery Funds. In particular:

- The IFR defines “unserved or underserved households or businesses” to mean one or more households or businesses that are not currently served by a wireline connection that reliably delivers at least 25 Mbps download speeds and 3 Mbps of upload speeds.
- The IFR provides that a recipient may use Coronavirus State and Local Fiscal Recovery Funds to make investments in broadband infrastructure that are designed to provide service to unserved or underserved households or businesses and that are designed to, upon completion: (i) reliably meet or exceed symmetrical 100 Mbps download speed and upload speeds; or (ii) in limited cases, reliably meet or exceed 100 Mbps download speed and between 20 Mbps and 100 Mbps upload speed and be scalable to a minimum of 100 Mbps download and upload speeds.

The use of “reliably” in the IFR provides recipients with significant discretion to assess whether the households and businesses in the area to be served by a project have access to wireline broadband service that can actually and consistently meet the specified thresholds of at least 25Mbps/3Mbps—i.e., to consider the actual experience of current

wireline broadband customers that subscribe to services at or above the 25 Mbps/3 Mbps threshold. Whether there is a provider serving the area that advertises or otherwise claims to offer speeds that meet the 25 Mbps download and 3 Mbps upload speed thresholds is not dispositive.

When making these assessments, recipients may choose to consider any available data, including but not limited to documentation of existing service performance, federal and/or state-collected broadband data, user speed test results, interviews with residents and business owners, and any other information they deem relevant. In evaluating such data, recipients may take into account a variety of factors, including whether users actually receive service at or above the speed thresholds at all hours of the day, whether factors other than speed such as latency or jitter, or deterioration of the existing connections make the user experience unreliable, and whether the existing service is being delivered by legacy technologies, such as copper telephone lines (typically using Digital Subscriber Line technology) or early versions of cable system technology (DOCSIS 2.0 or earlier).

The IFR also provides recipients with significant discretion as to how they will assess whether the project itself has been designed to provide households and businesses with broadband services that meet, or even exceed, the speed thresholds provided in the rule.

**6.12. May recipients use Funds for pre-project development for eligible water, sewer, and broadband projects? [6/23]**

Yes. To determine whether Funds can be used on pre-project development for an eligible water or sewer project, recipients should consult whether the pre-project development use or cost is eligible under the Drinking Water and Clean Water State Revolving Funds (CWSRF and DWSRF, respectively). Generally, the CWSRF and DWSRF often allow for pre-project development costs that are tied to an eligible project, as well as those that are reasonably expected to lead to a project. For example, the DWSRF allows for planning and evaluations uses, as well as numerous pre-project development costs, including costs associated with obtaining project authorization, planning and design, and project start-up like training and warranty for equipment. Likewise, the CWSRF allows for broad pre-project development, including planning and assessment activities, such as cost and effectiveness analyses, water/energy audits and conservation plans, and capital improvement plans.

Similarly, pre-project development uses and costs for broadband projects should be tied to an eligible broadband project or reasonably expected to lead to such a project. For example, pre-project costs associated with planning and engineering for an eligible broadband infrastructure build-out is considered an eligible use of funds, as well as technical assistance and evaluations that would reasonably be expected to lead to commencement of an eligible project (e.g., broadband mapping for the purposes of finding an eligible area for investment).

All funds must be obligated within the statutory period between March 3, 2021 and December 31, 2024, and expended to cover such obligations by December 31, 2026.

**6.13. May State and Local Fiscal Recovery Funds be used to support energy or electrification infrastructure that would be used to power new water treatment plants and wastewater systems? [7/14]**

The EPA's [Overview of Clean Water State Revolving Fund Eligibilities](#) describes eligible energy-related projects. This includes a "[p]ro rata share of capital costs of offsite clean energy facilities that provide power to a treatment works." Thus, State and Local Fiscal Recovery Funds may be used to finance the generation and delivery of clean power to a wastewater system or a water treatment plant on a pro-rata basis. If the wastewater system or water treatment plant is the sole user of the clean energy, the full cost would be considered an eligible use of funds. If the clean energy provider provides power to other entities, only the proportionate share used by the water treatment plant or wastewater system would be an eligible use of State and Local Fiscal Recovery Funds.

**6.14. How should states and local governments assess whether a stormwater management project, such as a culvert replacement, is an eligible project for State and Local Fiscal Recovery Funds? [7/14]**

FAQ 6.7 describes the overall approach that recipients may take to evaluate the eligibility of water or sewer projects. For stormwater management projects specifically, as noted in the EPA's [Overview of Clean Water State Revolving Fund Eligibilities](#), "Stormwater projects must have a water quality benefit." Thus, to be eligible under CSFRF/CLFRF, stormwater management projects should be designed to incorporate water quality benefits consistent with the goals of the Clean Water Act. [Summary of the Clean Water Act.](#)

**6.15. May recipients use Funds for road repairs and upgrades that occur in connection with an eligible water or sewer project? [7/14]**

Yes, recipients may use State and Local Fiscal Recovery Funds for road repairs and upgrades directly related to an eligible water or sewer project. For example, a recipient could use Funds to repair or re-pave a road following eligible sewer repair work beneath it. However, use of Funds for general infrastructure projects is subject to the limitations described in FAQ 4.2. Water and sewer infrastructure projects are often a single component of a broader transportation infrastructure project, for example, the implementation of stormwater infrastructure to meet Clean Water Act established water quality standards. In this example, the components of the infrastructure project that interact directly with the stormwater infrastructure project may be funded by Fiscal Recovery Funds.

**6.16. May Funds be used to build or upgrade broadband connections to schools or libraries? [7/14]**

As outlined in the IFR, recipients may use Fiscal Recovery Funds to invest in broadband infrastructure that, wherever it is practicable to do so, is designed to deliver service that reliably meets or exceeds symmetrical upload and download speeds of 100 Mbps to households or businesses that are not currently serviced by a wireline connection that reliably delivers at least 25 Mbps download speed and 3 Mbps of upload speed. Treasury interprets “businesses” in this context broadly to include non-residential users of broadband, including private businesses and institutions that serve the public, such as schools, libraries, healthcare facilities, and public safety organizations.

**6.17. Are eligible infrastructure projects subject to the Davis-Bacon Act? [7/14]**

The Davis-Bacon Act requirements (prevailing wage rates) do not apply to projects funded solely with award funds from the CSFRF/CLFRF program, except for CSFRF/CLFRF-funded construction projects undertaken by the District of Columbia. The Davis-Bacon Act specifically applies to the District of Columbia when it uses federal funds (CSFRF/CLFRF funds or otherwise) to enter into contracts over \$2,000 for the construction, alteration, or repair (including painting and decorating) of public buildings or public works. Recipients may be otherwise subject to the requirements of the Davis-Bacon Act, when CSFRF/CLFRF award funds are used on a construction project in conjunction with funds from another federal program that requires enforcement of the Davis-Bacon Act. Additionally, corollary state prevailing-wage-in-construction laws (commonly known as “baby Davis-Bacon Acts”) may apply to projects. Please refer to FAQ 4.10 concerning projects funded with both CSFRF/CLFRF funds and other sources of funding.

Treasury has indicated in its Interim Final Rule that it is important that necessary investments in water, sewer, or broadband infrastructure be carried out in ways that produce high-quality infrastructure, avert disruptive and costly delays, and promote efficiency. Treasury encourages recipients to ensure that water, sewer, and broadband projects use strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions, not only to promote effective and efficient delivery of high-quality infrastructure projects, but also to support the economic recovery through strong employment opportunities for workers. Using these practices in construction projects may help to ensure a reliable supply of skilled labor that would minimize disruptions, such as those associated with labor disputes or workplace injuries.

Treasury has also indicated in its reporting guidance that recipients will need to provide documentation of wages and labor standards for infrastructure projects over \$10 million, and that that these requirements can be met with certifications that the project is in compliance with the Davis-Bacon Act (or related state laws, commonly known as “baby Davis-Bacon Acts”) and subject to a project labor agreement. Please refer to the Reporting and Compliance Guidance, page 21, for more detailed information on the reporting requirement.



## 7. Non-Entitlement Units (NEUs)

Answers to frequently asked questions on distribution of funds to NEUs can be found in this [FAQ supplement](#), which is regularly updated.

## 8. Ineligible Uses

### 8.1. What is meant by a pension “deposit”? Can governments use funds for routine pension contributions for employees whose payroll and covered benefits are eligible expenses?

Treasury interprets “deposit” in this context to refer to an extraordinary payment into a pension fund for the purpose of reducing an accrued, unfunded liability. More specifically, the interim final rule does not permit this assistance to be used to make a payment into a pension fund if both: (1) the payment reduces a liability incurred prior to the start of the COVID-19 public health emergency, and (2) the payment occurs outside the recipient’s regular timing for making such payments.

Under this interpretation, a “deposit” is distinct from a “payroll contribution,” which occurs when employers make payments into pension funds on regular intervals, with contribution amounts based on a pre-determined percentage of employees’ wages and salaries. In general, if an employee’s wages and salaries are an eligible use of Fiscal Recovery Funds, recipients may treat the employee’s covered benefits as an eligible use of Fiscal Recovery Funds.

### 8.2. May recipients use Fiscal Recovery Funds to fund Other Post-Employment Benefits (OPEB)? [6/8]

OPEB refers to benefits other than pensions (see, e.g., [Governmental Accounting Standards Board, “Other Post-Employment Benefits”](#)). Treasury has determined that Sections 602(c)(2)(B) and 603(c)(2), which refer only to pensions, do not prohibit CSFRF/CLFRF recipients from funding OPEB. Recipients of either the CSFRF/CLFRF may use funds for eligible uses, and a recipient seeking to use CSFRF/CLFRF funds for OPEB contributions would need to justify those contributions under one of the four eligible use categories.

## 9. Reporting

On June 17, 2021, Treasury released [Guidance on Recipient Compliance and Reporting Responsibilities for the Coronavirus State and Local Fiscal Recovery Funds](#). Recipients should consult this guidance for additional detail and clarification on recipients’ compliance and reporting responsibilities. A users’ guide will be provided with additional information on how and where to submit required reports.

**9.1. What records must be kept by governments receiving funds?**

Financial records and supporting documents related to the award must be retained for a period of five years after all funds have been expended or returned to Treasury, whichever is later. This includes those which demonstrate the award funds were used for eligible purposes in accordance with the ARPA, Treasury's regulations implementing those sections, and Treasury's guidance on eligible uses of funds.

**9.2. What reporting will be required, and when will the first report be due?**

Recipients will be required to submit an interim report, quarterly project and expenditure reports, and annual Recovery Plan Performance Reports as specified below, regarding their utilization of Coronavirus State and Local Fiscal Recovery Funds.

Interim reports: States (defined to include the District of Columbia), territories, metropolitan cities, counties, and Tribal governments will be required to submit one interim report. The interim report will include a recipient's expenditures by category at the summary level and for states, information related to distributions to non-entitlement units of local government must also be included in the interim report. The interim report will cover activity from the date of award to July 31, 2021 and must be submitted to Treasury by August 31, 2021. Non-entitlement units of local government are not required to submit an interim report.

Quarterly Project and Expenditure reports: State (defined to include the District of Columbia), territorial, metropolitan city, county, and Tribal governments will be required to submit quarterly project and expenditure reports. This report will include financial data, information on contracts and subawards over \$50,000, types of projects funded, and other information regarding a recipient's utilization of award funds. Reports will be required quarterly with the exception of non-entitlement units, which will report annually. An interim report is due on August 31, 2021. The reports will include the same general data as those submitted by recipients of the Coronavirus Relief Fund, with some modifications to expenditure categories and the addition of data elements related to specific eligible uses. The initial quarterly Project and Expenditure report will cover two calendar quarters from the date of award to September 30, 2021 and must be submitted to Treasury by October 31, 2021. The subsequent quarterly reports will cover one calendar quarter and must be submitted to Treasury within 30 days after the end of each calendar quarter.

Non-entitlement units of local government will be required to submit the project and expenditure report annually. The initial annual Project and Expenditure report for non-entitlement units of local government will cover activity from the date of award to September 30, 2021 and must be submitted to Treasury by October 31, 2021. The subsequent annual reports must be submitted to Treasury by October 31 each year.

Recovery Plan Performance Reports: States (defined to include the District of Columbia), territories, metropolitan cities, and counties with a population that exceeds 250,000

residents will also be required to submit an annual Recovery Plan Performance Report to Treasury. This report will include descriptions of the projects funded and information on the performance indicators and objectives of each award, helping local residents understand how their governments are using the substantial resources provided by Coronavirus State and Local Fiscal Recovery Funds program. The initial Recovery Plan Performance Report will cover activity from date of award to July 31, 2021 and must be submitted to Treasury by August 31, 2021. Thereafter, the Recovery Plan Performance Reports will cover a 12-month period and recipients will be required to submit the report to Treasury within 30 days after the end of the 12-month period. The second Recovery Plan Performance Report will cover the period from July 1, 2021 to June 30, 2022 and must be submitted to Treasury by July 31, 2022. Each annual Recovery Plan Performance Report must be posted on the public-facing website of the recipient. Local governments with fewer than 250,000 residents, Tribal governments, and non-entitlement units of local government are not required to develop a Recovery Plan Performance Report.

Please see the [Guidance on Recipient Compliance and Reporting Responsibilities](#) for more information.

**9.3. What provisions of the Uniform Guidance for grants apply to these funds? Will the Single Audit requirements apply?**

Most of the provisions of the Uniform Guidance (2 CFR Part 200) apply to this program, including the Cost Principles and Single Audit Act requirements. Recipients should refer to the Assistance Listing for detail on the specific provisions of the Uniform Guidance that do not apply to this program. The Assistance Listing will be available on beta.SAM.gov.

**9.4. Once a recipient has identified a reduction in revenue, how will Treasury track use of funds for the provision of government services? [6/8]**

The ARPA establishes four categories of eligible uses and further restrictions on the use of funds to ensure that Fiscal Recovery Funds are used within the four eligible use categories. The Interim Final Rule implements these restrictions, including the scope of the eligible use categories and further restrictions on tax cuts and deposits into pensions. Reporting requirements will align with this structure.

Consistent with the broad latitude provided to recipients to use funds for government services to the extent of the reduction in revenue, recipients will be required to submit a description of services provided. As discussed in IFR, these services can include a broad range of services but may not be used directly for pension deposits, contributions to reserve funds, or debt service. Recipients may use sources of funding other than Fiscal Recovery Funds to make deposits to pension funds, contribute to reserve funds, and pay debt service, including during the period of performance for the Fiscal Recovery Fund award.

For recipients using Fiscal Recovery Funds to provide government services to the extent of reduction in revenue, the description of government services reported to Treasury may be narrative or in another form, and recipients are encouraged to report based on their existing budget processes and to minimize administrative burden. For example, a recipient with \$100 in revenue replacement funds available could indicate that \$50 were used for personnel costs and \$50 were used for pay-go building of sidewalk infrastructure.

In addition to describing the government services provided to the extent of reduction in revenue, all recipients will also be required to indicate that Fiscal Recovery Funds are not used directly to make a deposit in a pension fund. Further, recipients subject to the tax offset provision will be required to provide information necessary to implement the Interim Final Rule, as described in the Interim Final Rule. Treasury does not anticipate requiring other types of reporting or recordkeeping on spending in pensions, debt service, or contributions to reserve funds.

These requirements are further detailed in the guidance on reporting requirements for the Fiscal Recovery Funds available [here](#).

**9.5. What is the Assistance Listing and Catalog of Federal Domestic Assistance (CFDA) number for the program? [6/8]**

The [Assistance Listing](#) for the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) was published May 28, 2021 on SAM.gov. This includes the final CFDA Number for the program, 21.027.

The assistance listing includes helpful information including program purpose, statutory authority, eligibility requirements, and compliance requirements for recipients. The CFDA number is the unique 5-digit code for each type of federal assistance, and can be used to search for program information, including funding opportunities, spending on [usaspending.gov](#), or audit results through the Federal Audit Clearinghouse.

To expedite payments and meet statutory timelines, Treasury issued initial payments under an existing CFDA number. If you have already received funds or captured the initial CFDA number in your records, please update your systems and reporting to reflect the final CFDA number 21.027. **Recipients must use the final CFDA number for all financial accounting, audits, subawards, and associated program reporting requirements.**

To ensure public trust, Treasury expects all recipients to serve as strong stewards of these funds. This includes ensuring funds are used for intended purposes and recipients have in place effective financial management, internal controls, and reporting for transparency and accountability.

Please see [Treasury's Interim Final Rule](#) and the [Guidance on Recipient Compliance and Reporting Responsibilities](#) for more information.

## **10. Miscellaneous**

### **10.1. May governments retain assets purchased with Fiscal Recovery Funds? If so, what rules apply to the proceeds of disposition or sale of such assets?**

Yes, if the purchase of the asset was consistent with the limitations on the eligible use of funds. If such assets are disposed of prior to December 31, 2024, the proceeds would be subject to the restrictions on the eligible use of payments.

### **10.2. Can recipients use funds for administrative purposes?**

Recipients may use funds to cover the portion of payroll and benefits of employees corresponding to time spent on administrative work necessary due to the COVID-19 public health emergency and its negative economic impacts. This includes, but is not limited to, costs related to disbursing payments of Fiscal Recovery Funds and managing new grant programs established using Fiscal Recovery Funds.

### **10.3. Are recipients required to remit interest earned on CSFRF/CLFRF payments made by Treasury? [5/27, updated 7/14]**

No. CSFRF/CLFRF payments made by Treasury to states, territories, and the District of Columbia are not subject to the requirement of the Cash Management Improvement Act and Treasury's implementing regulations at 31 CFR part 205 to remit interest to Treasury. CSFRF/CLFRF payments made by Treasury to local governments and Tribes are not subject to the requirement of 2 CFR 200.305(b)(8)–(9) to maintain balances in an interest-bearing account and remit payments to Treasury. Moreover, interest earned on CSFRF/CLFRF payments is not subject to program restrictions. Finally, States may retain interest on payments made by Treasury to the State for distribution to NEUs that is earned before funds are distributed to NEUs, provided that the State adheres to the statutory requirements and Treasury's guidance regarding the distribution of funds to NEUs. Such interest is also not subject to program restrictions.

Among other things, States and other recipients may use earned income to defray the administrative expenses of the program, including with respect to NEUs.

### **10.4. Is there a deadline to apply for funds? [5/27]**

The Interim Final Rule requires that costs be incurred by December 31, 2024. Direct recipients are encouraged to apply as soon as possible. For direct recipients other than Tribal governments, there is not a specific application deadline.

Tribal governments do have deadlines to complete the application process and should visit [www.treasury.gov/SLFRPTribal](https://www.treasury.gov/SLFRPTribal) for guidance on applicable deadlines.

Non-entitlement units of local government should contact their state government for information on applicable deadlines.

**10.5. May recipients use funds to cover the costs of consultants to assist with managing and administering the funds? [6/8]**

Yes. Recipients may use funds for administering the CSFRF/CLFRF program, including costs of consultants to support effective management and oversight, including consultation for ensuring compliance with legal, regulatory, and other requirements.

## **11. Operations**

**11.1. How do I know if my entity is eligible?**

The Coronavirus State and Local Fiscal Recovery Funds American Rescue Plan Act of 2021 set forth the jurisdictions eligible to receive funds under the program, which are:

- States and the District of Columbia
- Territories
- Tribal governments
- Counties
- Metropolitan cities (typically, but not always, those with populations over 50,000)
- Non-entitlement units of local government, or smaller local governments (typically, but not always, those with populations under 50,000)

**11.2. How does an eligible entity request payment?**

Eligible entities (other than non-entitlement units) must submit their information to the [Treasury Submission Portal](#). Please visit the [Coronavirus State and Local Fiscal Recovery Fund website](#) for more information on the submission process.

**11.3. I cannot log into the Treasury Submission Portal or am having trouble navigating it. Who can help me?**

If you have questions about the Treasury Submission Portal or for technical support, please email [covidreliefitsupport@treasury.gov](mailto:covidreliefitsupport@treasury.gov).

**11.4. What do I need to do to receive my payment?**

All eligible payees are required to have a DUNS Number previously issued by Dun & Bradstreet (<https://www.dnb.com/>).

All eligible payees are also required to have an active registration with the System for Award Management (SAM) (<https://www.sam.gov>).

And eligible payees must have a bank account enabled for Automated Clearing House (ACH) direct deposit. Payees with a Wire account are encouraged to provide that information as well.

More information on these and all program pre-submission requirements can be found on the [Coronavirus State and Local Fiscal Recovery Fund website](#).

**11.5. Why is Treasury employing id.me for the Treasury Submission Portal?**

ID.me is a trusted technology partner to multiple government agencies and healthcare providers. It provides secure digital identity verification to those government agencies and healthcare providers to make sure you're you – and not someone pretending to be you – when you request access to online services. All personally identifiable information provided to ID.me is encrypted and disclosed only with the express consent of the user. Please refer to ID.me Contact Support for assistance with your ID.me account. Their support website is <https://help.id.me>.

**11.6. Why is an entity not on the list of eligible entities in Treasury Submission Portal?**

The ARPA statute lays out which governments are eligible for payments. The list of entities within the Treasury Submission Portal includes entities eligible to receive a direct payment of funds from Treasury, which include states (defined to include the District of Columbia), territories, Tribal governments, counties, and metropolitan cities.

Eligible non-entitlement units of local government will receive a distribution of funds from their respective state government and should not submit information to the Treasury Submission Portal.

If you believe an entity has been mistakenly left off the eligible entity list, please email [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov).

**11.7. What is an Authorized Representative?**

An Authorized Representative is an individual with legal authority to bind the government entity (e.g., the Chief Executive Officer of the government entity). An Authorized Representative must sign the Acceptance of Award terms for it to be valid.

**11.8. How does a Tribal government determine their allocation?**

Tribal governments will receive information about their allocation when the submission to the Treasury Submission Portal is confirmed to be complete and accurate.

**11.9. How do I know the status of my request for funds (submission)?**

Entities can check the status of their submission at any time by logging into [Treasury Submission Portal](#).

**11.10. My Treasury Submission Portal submission requires additional information/correction. What is the process for that?**

If your Authorized Representative has not yet signed the award terms, you can edit your submission with in the into [Treasury Submission Portal](#). If your Authorized Representative has signed the award terms, please email [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov) to request assistance with updating your information.

**11.11. My request for funds was denied. How do I find out why it was denied or appeal the decision?**

Please check to ensure that no one else from your entity has applied, causing a duplicate submission. Please also review the list of all eligible entities on the [Coronavirus State and Local Fiscal Recovery Fund website](#).

If you still have questions regarding your submission, please email [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov).

**11.12. When will entities get their money?**

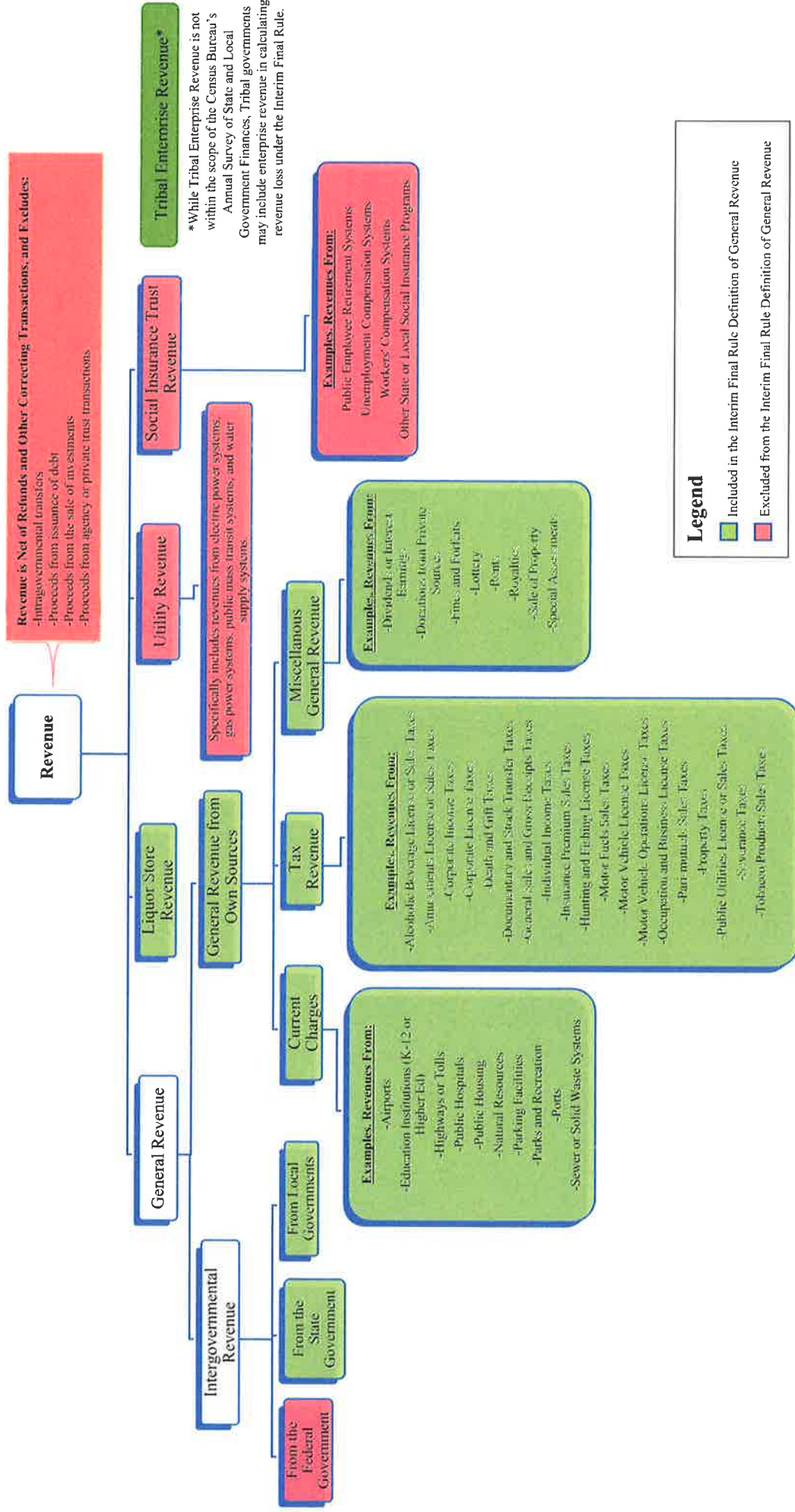
Before Treasury is able to execute a payment, a representative of an eligible government must submit the government's information for verification through the [Treasury Submission Portal](#). The verification process takes approximately four business days. If any errors are identified, the designated point of contact for the government will be contacted via email to correct the information before the payment can proceed. Once verification is complete, the designated point of contact of the eligible government will receive an email notifying them that their submission has been verified. Payments are generally scheduled for the next business day after this verification email, though funds may not be available immediately due to processing time of their financial institution.

**11.13. How does a local government entity provide Treasury with a notice of transfer of funds to its State?**

For more information on how to provide Treasury with notice of transfer to a state, please email [SLRedirectFunds@treasury.gov](mailto:SLRedirectFunds@treasury.gov).



# Appendix: Interim Final Rule Definition of General Revenue Within the Census Bureau Classification Structure of Revenue



Source: U.S. Bureau of the Census Government Finance and Employment Classification Manual, 2006; Annual Survey of State and Local Government Finances



## Thornapple Township Agenda Request Form

Please have request submitted to Supervisor by E.O.B. on the 1st Monday of the Month.

**TO:** Thornapple Township Board

**FROM:** Eric Schaefer

**DATE:** 10/4/2021

**SUBJECT:** Purchase of Fire King File cabinet from Amazon (or cheapest at time of order)

**RECOMMENDATION:** We need to purchase an additional fire safe file cabinet to house the Assessors documents/Property files

**BACKGROUND:** We have run out of room in our current file cabinets. This cabinet meets the specifications needed to safely store these files.

**FISCAL IMPACT:** NTE \$2900.00

**ALTERNATIVES:** Do Nothing

**ATTACHMENTS:** [Multiple quotes](#)

All ▾ fireking+41831cpa

&gt;&gt;

Amazon

2760.41

Mark product as preferred

Amazon Home

Shop by Room

Discover

Shop by Style

Home Décor

Furniture

Kitchen &amp; Dining

Bed &amp; Bath

Garden &amp; Outdoor

Home Improvement

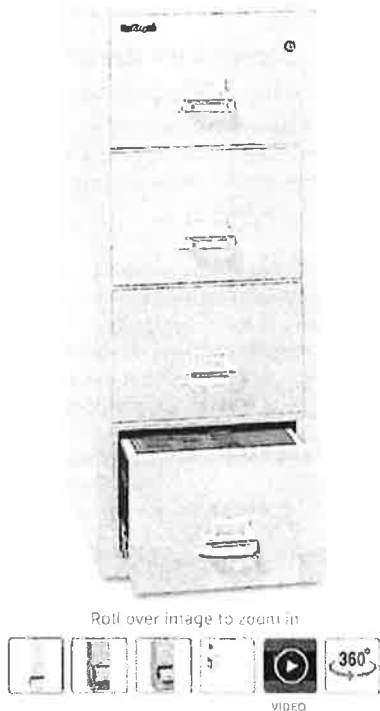
amazon pharmacy

Your medication, delivered

Learn more



Back to results



Roll over image to zoom in

VIDEO

## FireKing Fireproof Vertical File Cabinet (4 Letter Sized Drawers, Impact Resistant, Waterproof), 52.75" H x 17.75" W x 31.56" D, Parchment

Brand: FireKing

2 ratings

Price: \$2,820.54

Business Price \$2,760.41

You Save: \$60.10 (2%)

Thank you for being a Business Prime Member. Get \$200 off: Pay \$2,560.41

~~\$2,760.41~~ upon approval for the Amazon Business Prime Card with an eligible Prime membership. Terms apply.

Color: Parchment



Size: 18 W x 31 D

18 W x 31 D

52.75" H x 20.81" W x 31.56" D

Style: 4 Drawer Letter

2 Drawer Letter

4 Drawer Letter

2 Drawer Legal

4 Drawer Legal

Moderna

Brand: FireKing

Color: Parchment

Material: Alloy Steel

Finish: Parchment

Type

Style: 4 Drawer Letter

Share

\$2,760.41

FREE delivery: Sep 30 - Oct 6

Deliver to Thornapple - Midlev  
49333

In stock.

Usually ships within 4 to 5 days.

Qty: 1

Buying in bulk?

Add to Cart

Secure transaction

Ships from and sold by Big Desk Drawer.

Click ordering is not available for this item.

Add to List

New (7) from  
\$2,760.41 & FREE Shipping

Other Sellers on Amazon

\$2,849.00

&amp; FREE Shipping

Sold by: Shoplet

Add to Cart

\$2,899.00

&amp; FREE Shipping

Sold by: Ecommersify Inc

Add to Cart

\$2,899.00

&amp; FREE Shipping

Sold by: Everything Business Depot

Add to Cart

Have one to sell?

Sell on Amazon

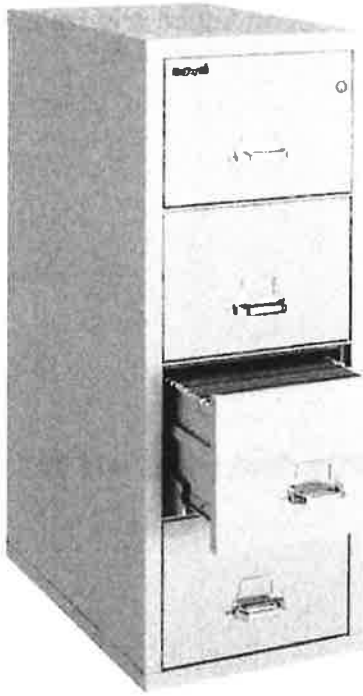
### About this item

- Impact resistance ensures protection against a 30-ft. drop or collapsing ceilings.
- Insulation between drawers makes each drawer a separate, fireproof unit.



Quantity

Schools In .com



## Vertical File Cabinet - Four Drawers, Letter Size

FireKing

SKU: FKS-4-1831-C

No Reviews

**\$2,899.00**

Free Shipping

- 1 +

ADD TO CART

Other Sizes

### Customers Also Viewed



25 Series Vertical File Cabinet - Fireproof

From **\$2449<sup>00</sup>**

FireKing



Vertical File Cabinet - Four Drawers

From **\$2999<sup>00</sup>**

FireKing



Lateral File Cabinet - Four Drawers

From **\$3799<sup>00</sup>**

FireKing

### DESCRIPTION

### MANUALS/DOWNLOADS

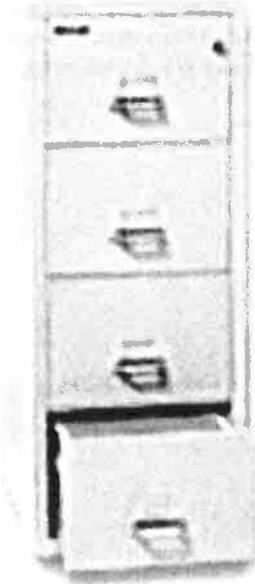
Protect your most important files from fire, impact and water damage when you store them in FireKing's Vertical Fireproof File Cabinet. This heavy-gauge steel file cabinet features insulation, reinforced by a 14-gauge galvanized steel wire lattice, that protects against fire, impact and explosion. The cabinet is one-hour UL-fire rated, 30' UL impact rated and ETL-verified water resistant. Each of the four letter-size drawer heads is filled with fireproof insulation. Insulation between the drawers makes each one a separate fireproof drawer. The drawer bodies have high sides for use with hanging files (no frames required). Cabinet is UL-listed, high-security Medeco key lock. This FireKing Vertical File with Four Legal-Size Drawers is made in the USA and comes backed by a limited lifetime warranty.

Office DEPOT  
OfficeMax

FIND YOUR STORE

Office Depot

**FireKing® UL 1-Hour 31-5/8"D Vertical 4-Drawer Letter-Size File Cabinet, Metal, Platinum, White Glove Delivery Item # 443005**



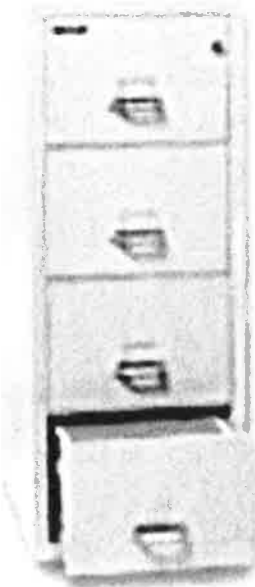
~~\$2899.99 / each~~

\$2899.99

Free delivery

Estimated delivery 10-15 business days

**Save \$50 on your purchase of \$150 or more**  
with the Office Depot OfficeMax Business Card.  
[Learn More](#)



## FireKing Classic 4-Drawer Vertical File Cabinet, Fire Resistant, Letter, Parchment, 31.56"D (4-1831-CPA)

Item #: 670466 | Model #: 41831CPA

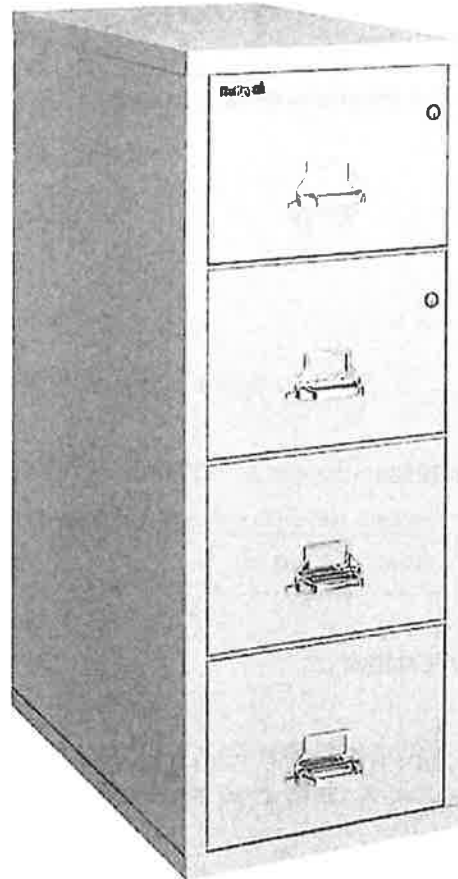
[Write a review](#)

[Ask a question](#)

[Share](#)

Staples

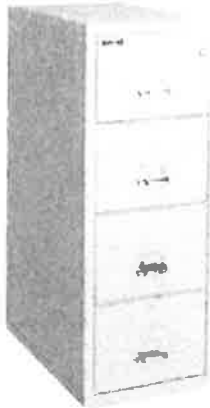
\$ 2983.99



### Highlights [View full product details](#)

- Four-drawer vertical filing cabinet holds letter-size documents
- Drawers are made of metal with parchment finish

## Product Information



### FireKing Security Group

#### FireKing Insulated Vertical File - 4-Drawer

17.8" x 31.5" x 52.8" - 4 x Drawer(s) for File - Letter - Vertical - Security Lock, Fire Resistant - Parchment - Powder Coated - Gypsum

Item: FIR41831CPA

Your Price: \$3,305.99 / Each



## Product Details

- 1-hour fire rating withstands temperatures up to 1700 degrees
- Durable construction can survive 30' fall while maintaining fire protection
- Gypsum insulation will not corrode for lifetime of protection
- Scratch-resistant finish maintains high-quality appearance for years
- Deep cabinets allow use with hanging folders without additional frames

**Manufacturer:** FireKing Security Group  
**Catalog:** Everything For The Workplace  
**Catalog Page:** 130

## Technical Specs

### General Information

**Manufacturer:** FireKing Security Group  
**Manufacturer Part Number:** 4-1831-C-PA  
**Manufacturer Website Address:** <http://www.fireking.com>  
**Brand Name:** FireKing  
**Product Line:** Insulated  
**Product Name:** Insulated Vertical File - 4-Drawer

**Marketing Information:** File cabinet provides a high level of protection from potential fires, severe impact damage and damage by water from sprinklers and fire hoses. Steel lattice reinforcement offers serious impact protection on all sides. Oven-dried, Gypsum insulation maintains its protection properties for a lifetime while eliminating corrosion. Electrostatic powder-coat finish is scratch-resistant to maintain its high-quality appearance for years to come. Four letter-size drawers are carefully built with high sides for convenient use with hanging folders, requiring no additional frames. An advanced lock bypass uses a two-position drawer catch to allow access to only certain drawers.

**Packaged Quantity:** 1 Each



## Thornapple Township Agenda Request Form

**TO:** Thornapple Township Board

**FROM:** Finance Committee

**DATE:** October 4, 2021

**SUBJECT:** Proposed Non-Statutory Salary Increase – Eric Schaefer (Supervisor)

**RECOMMENDATION:** Non-statutory salary increase: \$6,577/yr  
Current Non-statutory salary: \$5,763/yr  
Proposed Non-statutory salary total: \$12,340/yr  
Proposed TOTAL (statutory AND non-statutory) salary: \$45,000/yr

**BACKGROUND:** Eric Schaefer has gone above and beyond the normal office hours and duties as previously undertaken. He has shown himself to be extremely competent in areas not realized at the start of his term, (i.e., having saved the Township well over \$25,000 annually in the area of IT alone). This proposed NON-STATUTORY increase in salary would extend only until the next election for the Supervisor position, as it is unknown at this time if Eric will run again/be elected. At that time a determination could be made as to the extension of this add-on.

**FISCAL IMPACT:** This proposal would increase the budget for the position of Supervisor (GL#: 101-175-702.001); but would be offset by a decrease in the Professional Services [IT] budget (GL#: 101-299-808)

**ALTERNATIVES:** Do nothing and leave the non-statutory salary as is; or adjust the amount proposed (either upward or downward)

**ATTACHMENTS:** Township Supervisor's Statutory and Non-Statutory Duties



# TOWNSHIP SUPERVISOR'S DUTIES & RESPONSIBILITIES

## **STATUTORY DUTIES:**

- Moderates board and annual meetings
- Assessment administration as the chief assessing officer (if certified)
- Secretary to Board of Review (March, July and December)
- Township's legal agent
- Must maintain records of Supervisor's office
- Responsible for tax allocation and board budget (if applicable)
- Develops Township budget (with Clerk, Treasurer and Trustees)
- Appoints commission members
- May call special meetings
- May appoint a deputy
- Member of the General Law Township Elections Commission (with Treasurer and Clerk)

## **NON-STATUTORY RESPONSIBILITIES:**

- Maintain office hours
- Attend seminars and conferences related to the position of Supervisor and Township leadership
- Emergency Services (oversight)
- Planning and Zoning (oversight)
- Code Enforcement (oversight)
- Special assessments
- Joint planning with Village
- Duncan Lake Sewer System
- Duncan Lake weed control
- Barry County Township Supervisors group
- M-37 Corridor Committee
- Village Wellhead Protection Committee
- Brownfields Assessment Coalition
- Middleville Downtown Development Authority (DDA)
- Thornapple Area Parks and Recreation Commission
- Middleville Rotary
- Middleville Local Development Finance Authority (LDFA)
- Public relations
- Community Promotions (i.e., Barry Home Show, Barry Co Fair, local Middleville events, etc.)
- Town Crier
- Minor general maintenance, including but not limited to: snow removal, changing lightbulbs, painting, grounds work, plumbing, IT)
- MIDNRTF Land Acquisition Grant Application



## Thornapple Township Agenda Request Form

Please have request submitted to Supervisor by E.O.B. on the 1st Monday of the Month.

**TO:** Thornapple Township Board

**FROM:** Eric Schaefer

**DATE:** 10/7/2021

**SUBJECT:** Snow plowing at Township Hall and Emergency Services

**RECOMMENDATION:** I recommend we approve xxxxxx to perform snow plowing and salting of our parking lots

**BACKGROUND:** We need to have this service in place prior to November

**FISCAL IMPACT:** xxx per snow event

**ALTERNATIVES:** Explore other Companies

**ATTACHMENTS:** Multiple quotes:  
[NTA Quote](#)  
[BR Construction Quote](#)



NTA Property Management  
 650 S Broadway PO Box 162  
 Middleville, MI 49333 US  
 +269 8231856  
 jasonb@ntamanagement.net  
 https://ntamanagement.net/

**Estimate 4239**

**ADDRESS**

Thornapple Township  
 PO Box 459  
 Middleville, MI 498333

**DATE**  
 10/01/2021

**TOTAL**  
**\$140.00**

DATE	ACTIVITY	QTY	RATE	AMOUNT
	<b>Snow Plowing</b> Office Contract valid November 1, 2021 to May 1, 2022 and activates at 1-1/2" of snow. We will stake plowing area prior to snow fall and repair any damage from plowing in the spring. Price is per time; billed monthly.	1	25.00	25.00
	<b>Salt</b> Office NTA will salt parking lots and/or driveways. Price is per time; billed monthly.	1	25.00	25.00
	<b>Snow Plowing</b> Emergency Contract valid November 1, 2021 to May 1, 2022 and activates at 1-1/2" of snow. We will stake plowing area prior to snow fall and repair any damage from plowing in the spring. Price is per time; billed monthly.	1	40.00	40.00
	<b>Salt</b> Emergency NTA will salt parking lots and/or driveways. Price is per time; billed monthly.	1	50.00	50.00

Please let us know by October 15 in order to reserve your  
 spot on our route!

**TOTAL**

**\$140.00**

THANK YOU.

Accepted By

Accepted Date

# ESTIMATE



**BR CONSTRUCTION LLC**  
190 WARREN ST  
FREEPORT MI 49325  
269-908-2050  
brocreaserconstruction@yahoo.com

**BILL TO**  
Thornapple twp  
200 main st Middleville mi. 49333

**ESTIMATE #** 103  
**ESTIMATE DATE** 10/07/2021

\*\*\*\*\*

DESCRIPTION	AMOUNT
snow plow lot at twp hall building, plow lot and side parking area @ 1.5" price is per push pricing. salting to be done on initial plow	45.00
snow plow emergency building top and bottom lot .@ 1.5" price is per push pricing. salting to be done on initial plow	125.00
twp hall and emergency building will have a bucket of salt for your use on sidewalks we will keep an eye on the levels of these buckets and top them off as needed . zero cost to you.	0.00
<b>TOTAL</b>	<b>\$170.00</b>



*Thank you*

**TERMS & CONDITIONS**

billed monthly



## Thornapple Township Agenda Request Form

**TO:** Thornapple Township Board of Trustees

**FROM:** Finance Committee

**DATE:** October 7, 2021

**SUBJECT:** Resolution #2021-14: Resolution to Revise Resolution #4 of 1988

**RECOMMENDATION:** To adopt Resolution #2021-14.

**BACKGROUND:** On September 12, 1988 the Thornapple Township Board of Trustees passed Resolution #4, which removed certain parcels from the assessment roll as a means to create a "fair and equitable" manner to assess property owners with two contiguous parcels (with the intent that only one would have a sewer hookup). This parcel would need to be added back to the assessment roll to enable the current owner to hook up (which they wish to do at this time).

**FISCAL IMPACT:** The Township would be paid the current amount established for a sewer hookup.

**ALTERNATIVES:** Not to pass the resolution, resulting in either a)the owner cannot hookup or b)the current owner would be exempt from paying for a hookup.

# **THORNAPPLE TOWNSHIP**

## **RESOLUTION 2021 - 14**

### **Resolution to Revise Resolution #4 of 1988**

At a regular meeting of the Thornapple Township Board, Barry County, Michigan, held at the Township Hall on the 11<sup>th</sup> day of October, 2021, at 7:00 PM (local time).

PRESENT: Eric Schaefer, Debra Buckowing, Cindy Wilshire, Ross DeMaagd, Sandra Rairigh, Curt Campbell and Kim Selleck

ABSENT: None

The following Resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

WHEREAS, the Thornapple Township Board has reviewed Resolution 4 of 1988, and determined that certain assessments should be revised so that all properties are treated uniformly and equitably;

NOW, THEREFORE, BE IT RESOLVED, that the following revision shall be made to the Special Assessment Roll, and the Township Supervisor is directed to make said revision on the roll.

PROPERTY OWNER: James and Gretchen Walsh

PARCEL NUMBER: 0814-080-001-00

STREET ADDRESS: 6591 N. Noffke

1988 ASSESSMENT: \$0

REVISED ASSESSMENT: \$12,800 (as per attached DLSS Service Agreement)