

ADMINISTRATION - 20-01000

LINE ITEM BUDGET

		2016				2017		2016-2017	
		Adopted Budget	Final Budget	Paid or Charged	Amount (Over)/Under	Departmental Request	Proposed Budget	Budget Variance \$	%
<u>Salaries & Wages</u>									
101	Full Time	\$ 377,765.00	\$ 377,765.00	\$ 360,502.62	\$ 17,262.38	\$ 365,296.64	\$ 365,296.64	\$ (12,468.36)	-3.30%
102	Part Time	\$ 40,000.00	\$ 40,000.00	\$ 48,390.00	\$ (8,390.00)	\$ 40,000.00	\$ 40,000.00	\$ -	0.00%
105	Overtime		\$ -	\$ 2,573.48	\$ (2,573.48)	\$ -	\$ -	\$ -	0.00%
Total Salaries & Wages		\$ 417,765.00	\$ 417,765.00	\$ 411,466.10	\$ 6,298.90	\$ 405,296.64	\$ 405,296.64	\$ (12,468.36)	-2.98%
<u>Other Expenses</u>									
315	Meals & Awards	\$ 500.00	\$ 500.00	\$ (17.50)	\$ 517.50	\$ 500.00	\$ 500.00	\$ -	0.00%
340	Cultural Arts	\$ 5,000.00	\$ 5,000.00	\$ 4,905.32	\$ 94.68	\$ 5,000.00	\$ 5,000.00	\$ -	0.00%
417	Specialized Expenses	\$ 52,500.00	\$ 52,500.00	\$ 36,550.91	\$ 15,949.09	\$ 52,500.00	\$ 52,500.00	\$ -	0.00%
442	Postage	\$ 65,000.00	\$ 75,000.00	\$ 74,659.08	\$ 340.92	\$ 65,000.00	\$ 65,000.00	\$ -	0.00%
501	Conferences & Meetings	\$ 990.00	\$ 990.00	\$ 3,681.00	\$ (2,691.00)	\$ 2,500.00	\$ 2,500.00	\$ 1,510.00	152.53%
502	Memberships & Dues	\$ 5,900.00	\$ 5,900.00	\$ 3,588.00	\$ 2,312.00	\$ 5,900.00	\$ 5,900.00	\$ -	0.00%
503	Books & Publications	\$ 300.00	\$ 300.00	\$ 529.84	\$ (229.84)	\$ 300.00	\$ 300.00	\$ -	0.00%
504	Training & Education	\$ 5,800.00	\$ 5,800.00	\$ 1,192.00	\$ 4,608.00	\$ 5,800.00	\$ 5,800.00	\$ -	0.00%
611	Furniture & Office Equip		\$ -	\$ 832.68	\$ (832.68)	\$ -	\$ -	\$ -	0.00%
Total Other Expenses		\$ 135,990.00	\$ 145,990.00	\$ 125,921.33	\$ 20,068.67	\$ 137,500.00	\$ 137,500.00	\$ 1,510.00	1.11%
Total Administration		\$ 553,755.00	\$ 563,755.00	\$ 537,387.43	\$ 26,367.57	\$ 542,796.64	\$ 542,796.64	\$ (10,958.36)	-1.98%

TOWNSHIP COUNCIL – 20-01 100

LINE ITEM BUDGET

		2016				2017		2016-2017		
		Adopted Budget	Final Budget	Paid or Charged	Amount (Over)/Under	Departmental Request	Proposed Budget	Budget Variance		
								\$	%	
<u>Salaries & Wages</u>										
102	Part Time	\$ 37,500.00	\$ 37,500.00	\$ 37,499.80	\$ 0.20	\$ 37,500.00	\$ 37,500.00	\$ -	0.00%	
Total Salaries & Wages		\$ 37,500.00	\$ 37,500.00	\$ 37,499.80	\$ 0.20	\$ 37,500.00	\$ 37,500.00	\$ -	0.00%	
<u>Other Expenses</u>										
315	Meals & Awards	\$ 1,500.00	\$ 1,500.00	\$ 446.38	\$ 1,053.62	\$ 1,500.00	\$ 1,500.00	\$ -	0.00%	
Total Other Expenses		\$ 1,500.00	\$ 1,500.00	\$ 446.38	\$ 1,053.62	\$ 1,500.00	\$ 1,500.00	\$ -	0.00%	
Total Township Council		\$ 39,000.00	\$ 39,000.00	\$ 37,946.18	\$ 1,053.82	\$ 39,000.00	\$ 39,000.00	\$ -	0.00%	

TOWNSHIP CLERK - 20-01200

LINE ITEM BUDGET

		2016				2017				2016-2017	
		Adopted Budget		Paid or Charged	Amount (Over)/Under	Departmental Request		Proposed Budget		Budget Variance \$	%
Salaries & Wages											
101	Full Time	\$ 316,948.00	\$ 316,948.00	\$ 315,733	\$ 1,214.92	\$ 327,610.00		\$ 327,610.00		\$ 10,662.00	3.36%
105	Overtime	\$ 5,000.00	\$ 3,800.00	\$ 2,177	\$ 1,623.07	\$ 5,000.00		\$ 4,000.00		\$ (1,000.00)	-20.00%
Total Salaries & Wages		\$ 321,948.00	\$ 320,748.00	\$ 317,910.01	\$ 2,837.99	\$ 332,610.00		\$ 331,610.00		\$ 9,662.00	3.00%
Other Expenses											
315	Meals & Awards	\$ 860.00	\$ 860.00	\$ 558.95	\$ 301.05	\$ 775.00		\$ 775.00		\$ (85.00)	-9.88%
417	Specialized Expenses	\$ -	\$ 1,200.00	\$ 1,100.22	\$ 99.78	\$ -		\$ -		\$ -	0.00%
422	Legal Advertising	\$ 16,000.00	\$ 16,000.00	\$ 14,771.37	\$ 1,228.63	\$ 18,000.00		\$ 17,000.00		\$ 1,000.00	6.25%
423	Printing	\$ 20,778.00	\$ 20,778.00	\$ 18,318.57	\$ 2,459.43	\$ 22,778.00		\$ 20,778.00		\$ -	0.00%
442	Postage	\$ 3,000.00	\$ 3,000.00	\$ 2,986.27	\$ 13.73	\$ 3,000.00		\$ 3,000.00		\$ -	0.00%
502	Memberships & Dues	\$ 255.00	\$ 255.00	\$ 95.00	\$ 160.00	\$ 255.00		\$ 255.00		\$ -	0.00%
503	Books & Publications	\$ 400.00	\$ 400.00	\$ 420.00	\$ (20.00)	\$ 450.00		\$ 450.00		\$ 50.00	12.50%
504	Training & Education	\$ 750.00	\$ 750.00	\$ 342.00	\$ 408.00	\$ 1,200.00		\$ 1,200.00		\$ 450.00	60.00%
505	File Storage	\$ 8,000.00	\$ 8,000.00	\$ 7,940.10	\$ 59.90	\$ 22,000.00		\$ 8,000.00		\$ -	0.00%
611	Furniture & Office Equip	\$ 500.00	\$ 500.00	\$ -	\$ 500.00	\$ -		\$ -		\$ (500.00)	-100.00%
Total Other Expenses		\$ 50,543.00	\$ 51,743.00	\$ 46,582.48	\$ 5,160.52	\$ 68,458.00		\$ 51,458.00		\$ 915.00	1.81%
Total Township Clerk		\$ 372,491.00	\$ 372,491.00	\$ 364,492.49	\$ 7,998.51	\$ 401,068.00		\$ 383,068.00		\$ 10,577.00	2.84%

2017 Township of Howell Municipal Budget

FINANCIAL ADMINISTRATION - 20-01300

LINE ITEM BUDGET

		2016				2017		2016-2017 Budget Variance	
		Adopted Budget	Final Budget	Paid or Charged	Amount (Over)/Under	Departmental Request	Proposed Budget	\$	%
Salaries & Wages									
101	Full Time	\$ 383,291.00	\$ 385,591.00	\$ 385,541.00	\$ 50.00	\$ 383,384.72	\$ 383,384.72	\$ 93.72	0.02%
105	Overtime	\$ -	\$ 3,200.00	\$ 2,873.87	\$ 326.13	\$ -	\$ -	\$ -	0%
Total Salaries & Wages		\$ 383,291.00	\$ 388,791.00	\$ 388,414.87	\$ 376.13	\$ 383,384.72	\$ 383,384.72	\$ 93.72	0.02%
Other Expenses									
417	Specialized Expenses	\$ 20,550.00	\$ 25,550.00	\$ 21,127.57	\$ 4,422.43	\$ 20,550.00	\$ 20,550.00	\$ -	0%
502	Memberships & Dues	\$ 380.00	\$ 380.00	\$ 280.00	\$ 100.00	\$ 380.00	\$ 380.00	\$ -	0%
504	Training & Education	\$ 5,853.34	\$ 5,353.34	\$ 3,901.75	\$ 1,451.59	\$ 4,500.00	\$ 4,479.67	\$ (1,373.67)	-23.47%
Total Other Expenses		\$ 26,783.34	\$ 31,283.34	\$ 25,309.32	\$ 5,974.02	\$ 25,430.00	\$ 25,409.67	\$ (1,373.67)	-5.13%
Total Financial Administration		\$ 410,074.34	\$ 420,074.34	\$ 413,724.19	\$ 6,350.15	\$ 408,814.72	\$ 408,794.39	\$ (1,279.95)	-0.31%

AUDIT SERVICES - 20-01350

LINE ITEM BUDGET

Other Expenses									
416	Audit Services	\$ 39,100.00	\$ 39,100.00	\$ 38,670.00	\$ 430.00	\$ 44,100.00	\$ 44,100.00	\$ 5,000.00	12.79%
Total Audit Services		\$ 39,100.00	\$ 39,100.00	\$ 38,670.00	\$ 430.00	\$ 44,100.00	\$ 44,100.00	\$ 5,000.00	12.79%

INFORMATION TECHNOLOGIES - 20-01400

LINE ITEM BUDGET

		2016					2017			2016-2017	
		Adopted Budget	Final Budget	Paid or Charged	Amount (Over)/Under		Departmental Request	Proposed Budget		Budget Variance	
										\$	%
<u>Salaries & Wages</u>											
101	Full Time	\$ 151,061.00	\$ 151,061.00	\$ 148,920	\$ 2,140.71		\$ 154,047.00	\$ 154,047.00		\$ 2,986.00	1.98%
105	Overtime	\$ 18,000	\$ 18,000.00	\$ 14,131	\$ 3,869.37		\$ 18,000	\$ 18,000		\$ -	0.00%
Total Salaries & Wages		\$ 169,061.00	\$ 169,061.00	\$ 163,050.92	\$ 6,010.08		\$ 172,047.00	\$ 172,047.00		\$ 2,986.00	1.77%
<u>Other Expenses</u>											
417	Specialized Expenses	\$ 12,000.00	\$ 12,000.00	\$ 12,254.47	\$ (254.47)		\$ 12,000.00	\$ 12,000.00		\$ -	0.00%
431	Equipment Maintenance	\$ 16,200.00	\$ 16,200.00	\$ 16,980.23	\$ (780.23)		\$ 23,000.00	\$ 23,000.00		\$ 6,800.00	41.98%
435	Telephone Maintenance	\$ 7,300.00	\$ 7,300.00	\$ 7,001.33	\$ 298.67		\$ 7,995.00	\$ 7,995.00		\$ 695.00	9.52%
436	Software Maintenance	\$ 134,065.00	\$ 134,065.00	\$ 132,869.82	\$ 1,195.18		\$ 151,905.00	\$ 151,905.00		\$ 17,840.00	13.31%
502	Memberships & Dues	\$ 100.00	\$ 100.00	\$ 155.00	\$ (55.00)		\$ 100.00	\$ 100.00		\$ -	0.00%
504	Training & Education	\$ 3,500.00	\$ 3,500.00	\$ 702.99	\$ 2,797.01		\$ 4,000.00	\$ 4,000.00		\$ 500.00	14.29%
Total Other Expenses		\$ 173,165.00	\$ 173,165.00	\$ 169,963.84	\$ 3,201.16		\$ 199,000.00	\$ 199,000.00		\$ 25,835.00	14.92%
Total Information Technologies		\$ 342,226.00	\$ 342,226.00	\$ 333,014.76	\$ 9,211.24		\$ 371,047.00	\$ 371,047.00		\$ 28,821.00	8.42%

TAX COLLECTION - 20-01450

LINE ITEM BUDGET

		2016					2017			2016-2017	
		Adopted Budget	Final Budget	Paid or Charged	Amount (Over)/Under		Departmental Request	Proposed Budget		Budget Variance \$	%
<i>Salaries & Wages</i>											
101	Full Time	\$ 321,794.00	\$ 316,769.00	\$ 292,562.25	\$ 24,206.75		\$ 324,905.00	\$ 302,905.00		\$ (18,889.00)	-5.87%
105	Overtime	\$ 5,000.00	\$ 5,000.00	\$ 853.46	\$ 4,146.54		\$ 5,000.00	\$ 3,000.00		\$ (2,000.00)	-40.00%
Total Salaries & Wages		\$ 326,794.00	\$ 321,769.00	\$ 293,415.71	\$ 28,353.29		\$ 329,905.00	\$ 305,905.00		\$ (20,889.00)	-6.39%
<i>Other Expenses</i>											
315	Meals & Awards	\$ 90.00	\$ 90.00	\$ -	\$ 90.00		\$ 90.00	\$ 90.00		\$ -	0.00%
415	Other Professionals	\$ 700.00	\$ 700.00	\$ 80.00	\$ 620.00		\$ 700.00	\$ 700.00		\$ -	0.00%
416	Other Contractual	\$ 250.00	\$ 250.00	\$ -	\$ 250.00		\$ 250.00	\$ 250.00		\$ -	0.00%
422	Legal Advertising	\$ 7,000.00	\$ 7,000.00	\$ 6,857.00	\$ 143.00		\$ 8,000.00	\$ 8,000.00		\$ 1,000.00	14.29%
501	Conferences & Meetings	\$ 800.00	\$ 800.00	\$ 770.00	\$ 30.00		\$ 1,200.00	\$ 1,200.00		\$ 400.00	50.00%
502	Memberships & Dues	\$ 400.00	\$ 400.00	\$ 280.00	\$ 120.00		\$ 400.00	\$ 400.00		\$ -	0.00%
504	Training & Education	\$ 6,000.00	\$ 6,000.00	\$ 5,004.00	\$ 996.00		\$ 6,000.00	\$ 6,000.00		\$ -	0.00%
611	Furniture & Office Equip	\$ 2,000.00	\$ 2,000.00	\$ 989.97	\$ 1,010.03		\$ 3,500.00	\$ 2,000.00		\$ -	0.00%
Total Other Expenses		\$ 17,240.00	\$ 17,240.00	\$ 14,050.17	\$ 3,189.83		\$ 20,140.00	\$ 18,640.00		\$ 1,400.00	8.12%
Total Tax Collection		\$ 344,034.00	\$ 339,009.00	\$ 307,465.88	\$ 31,543.12		\$ 350,045.00	\$ 324,545.00		\$ (19,489.00)	-5.66%

TAX ASSESSMENT - 20-01500

LINE ITEM BUDGET

		2016				2017				2016-2017	
		Adopted Budget	Final Budget	Paid or Charged	Amount (Over)/Under	Departmental Request	Proposed Budget	Budget Variance		\$	%
Salaries & Wages											
101	Full Time	\$ 257,843.00	\$ 259,343.00	\$ 258,802	\$ 541.18	\$ 269,874.00	\$ 269,874.00	\$ 12,031.00	4.67%		
105	Overtime	\$ -	\$ 1,500.00	\$ 1,118.54	\$ 381.46	\$ -	\$ -	\$ -	0.00%		
Total Salaries & Wages		\$ 257,843.00	\$ 260,843.00	\$ 259,920.36	\$ 922.64	\$ 269,874.00	\$ 269,874.00	\$ 12,031.00	4.67%		
Other Expenses											
415	Other Professionals	\$ 160,370.00	\$ 157,370.00	\$ 151,679.30	\$ 5,690.70	\$ 155,170.00	\$ 155,170.00	\$ (5,200.00)	-3.24%		
502	Memberships & Dues	\$ 1,000.00	\$ 1,000.00	\$ 650.00	\$ 350.00	\$ 1,000.00	\$ 1,000.00	\$ -	0.00%		
504	Training & Education	\$ 3,700.00	\$ 3,700.00	\$ 385.00	\$ 3,315.00	\$ 4,000.00	\$ 4,000.00	\$ 300.00	8.11%		
Total Other Expenses		\$ 165,070.00	\$ 162,070.00	\$ 152,714.30	\$ 9,355.70	\$ 160,170.00	\$ 160,170.00	\$ (4,900.00)	-2.97%		
Total Tax Assessment		\$ 422,913.00	\$ 422,913.00	\$ 412,634.66	\$ 10,278.34	\$ 430,044.00	\$ 430,044.00	\$ 7,131.00	1.69%		

PURCHASING - 20-01510

LINE ITEM BUDGET

		2016				2017		2016-2017	
		Adopted Budget	Final Budget	Paid or Charged	Amount (Over)/Under	Departmental Request	Proposed Budget	Budget Variance \$	%
Salaries & Wages									
101	Full Time	\$ 141,109.00	\$ 141,159.00	\$ 141,109	\$ 49.98	\$ 143,881.00	\$ 143,881.00	\$ 2,772.00	1.96%
102	Part Time	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
105	Overtime	\$ 3,080.00	\$ 4,580.00	\$ 4,584	\$ (4.41)	\$ 3,500.00	\$ 3,500.00	\$ 420.00	13.64%
Total Salaries & Wages		\$ 144,189.00	\$ 145,739.00	\$ 145,693.43	\$ 45.57	\$ 147,381.00	\$ 147,381.00	\$ 3,192.00	2.21%
Other Expenses									
301	Office Supplies	\$ 37,250.00	\$ 35,750.00	\$ 33,322.61	\$ 2,427.39	\$ 37,250.00	\$ 37,250.00	\$ -	0.00%
304	Copy Machine Supplies	\$ 15,700.00	\$ 15,700.00	\$ 15,937.86	\$ (237.86)	\$ 15,700.00	\$ 15,700.00	\$ -	0.00%
423	Printing	\$ 18,000.00	\$ 18,000.00	\$ 16,360.10	\$ 1,639.90	\$ 18,000.00	\$ 18,000.00	\$ -	0.00%
431	Equipment Maintenance	\$ 35,000.00	\$ 35,000.00	\$ 30,925.90	\$ 4,074.10	\$ 35,000.00	\$ 35,000.00	\$ -	0.00%
501	Conferences & Meetings	\$ 500.00	\$ 500.00	\$ 48.00	\$ 452.00	\$ 500.00	\$ 500.00	\$ -	0.00%
502	Memberships & Dues	\$ 600.00	\$ 600.00	\$ 675.00	\$ (75.00)	\$ 600.00	\$ 600.00	\$ -	0.00%
503	Books & Publications	\$ 100.00	\$ 100.00	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	0.00%
504	Training & Education	\$ 2,000.00	\$ 2,000.00	\$ 842.00	\$ 1,158.00	\$ 2,000.00	\$ 2,000.00	\$ -	0.00%
611	Furniture & Office Equip	\$ 800.00	\$ 750.00	\$ 749.99	\$ 0.01	\$ -	\$ -	\$ (800.00)	0.00%
Total Other Expenses		\$ 109,950.00	\$ 108,400.00	\$ 98,861.46	\$ 9,538.54	\$ 109,150.00	\$ 109,150.00	\$ (800.00)	-0.73%
Total Purchasing		\$ 254,139.00	\$ 254,139.00	\$ 244,554.89	\$ 9,584.11	\$ 256,531.00	\$ 256,531.00	\$ 2,392.00	0.94%

LEGAL SERVICES - 20-01550

LINE ITEM BUDGET

		2016					2017			2016-2017	
		Adopted Budget	Final Budget	Paid or Charged	Amount (Over)/Under		Departmental Request	Proposed Budget		Budget Variance	
										\$	%
<u>Salaries & Wages</u>											
101	Full Time	\$ 122,700.00	\$ 122,725.00	\$ 122,701	\$ 24.50		\$ 125,095.32	\$ 95,095.32		\$ (27,604.68)	-22.50%
Total Salaries & Wages		\$ 122,700.00	\$ 122,725.00	\$ 122,700.50	\$ 24.50		\$ 125,095.32	\$ 95,095.32		\$ (27,604.68)	-22.50%
<u>Other Expenses</u>											
411	Legal Services	\$ 280,000.00	\$ 270,000.00	\$ 175,039.61	\$ 94,960.39		\$ 280,000.00	\$ 280,000.00		\$ -	0%
502	Memberships & Dues	\$ -	\$ -	\$ 527.00	\$ (527.00)		\$ -	\$ -		\$ -	0%
503	Books & Publications	\$ 5,136.00	\$ 5,136.00	\$ 5,807.89	\$ (671.89)		\$ 5,136.00	\$ 5,136.00		\$ -	0%
Total Other Expenses		\$ 285,136.00	\$ 275,136.00	\$ 181,374.50	\$ 93,761.50		\$ 285,136.00	\$ 285,136.00		\$ -	0%
Total Legal Services		\$ 407,836.00	\$ 397,861.00	\$ 304,075.00	\$ 93,786.00		\$ 410,231.32	\$ 380,231.32		\$ (27,604.68)	-6.77%