



**Village Council Regular Meeting Agenda**  
**Tuesday, May 12, 2020 7:00 PM – Teleconference ONLY**  
**Call-in access number: (301) 715-8592**  
**Meeting Code: 883 9147 9278**  
**22 W. Burdick Street, Oxford, MI 48371 248-628-2543**

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1. Call to Order
2. Pledge of Allegiance & Moment of Silence
3. Roll Call: Bailey, Cooke, Frost, Helmuth, Kemp
4. Approval of Agenda
5. Presentations: None.
6. Public hearings:
  - a. Delinquent Utility Billing and Violations to be added to the 2020 Tax Roll
7. Call to Public:
8. Consent Agenda:
  - a. Receive and File items:
    - i. Correspondence:
    - ii. Letters, Reports and Minutes
  - b. Approval items: (roll call vote with bill amount)
    - i. Approval of Minutes: April 14, 2020
    - ii. Bills \$ 133,570.43
    - iii. Monthly Budget Report, Treasurers Report, Budget Amendments
9. Unfinished/Old Business:
10. New Business
  - a. Delinquent Specials to be placed on the 2020 Tax Roll Resolution 20-09
  - b. First Reading-Ordinance No. 411, Amendment-Prohibition of Marihuana Establishments.
  - c. First Reading- Zoning Ordinance Amendment, 6.1.23 to comply with General Ordinance 412 Keeping of Chickens.
  - d. CDBG Resolution 20-05 Opt-in Program Years 2021, 2022, 2023
  - e. 2020 Beach schedule discussion
  - f. 2020-2021 budget discussion
11. Items removed from consent agenda (from item 8)
12. Public Comment
13. Committee Reports
  - a. NOTA-D. Bailey
  - b. Planning Commission- M. Helmuth
  - c. Cable Commission- M. Helmuth
  - d. Communications Committee-A. Kemp
  - e. DDA-Joe Frost
  - f. Polly Ann Trail-A. Kemp
  - h. Manager, Staff, and Attorney Reports
14. Council Comments
15. Closed Session:
16. Adjournment

## Memorandum



To: Honorable President, Joseph Frost  
Council Members

From: Village Clerk/Treasurer, Tere Onica

Date: 05/12/2020

Re: Public Hearing -Delinquent Utility Billing Violation Notices and New Business  
Item (b) 2020 Tax Roll, Resolution 20-09

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**Background-** Per Village Ordinance 321, Section 70-78(d), *...charges delinquent for more than six (6) months...shall be certified by the village clerk who shall enter the unpaid charges, plus late fees, plus a ten (10%) percent processing and collection fee on the total amount due, upon the next tax roll against the premises wo which such services have been rendered, and such charges shall be collected and such lien shall be enforced in the same manner as provided in respect to taxes assessed upon such roll.*

**Analysis-**The purpose of the Public Hearing is to allow for Public Comment regarding delinquent violation notices. Notices were mailed to individual addresses, a legal notice was posted in the Oxford Leader, and notice was posted at the village office. Residents are responsible for their utility bills just as they are for their tax bills. Final numbers for Resolution 20-09 will be presented at the May 12, 2020 meeting to allow for last minute delinquent payments to be received from residents.

**Recommendation-**To hear and receive Public Comments during the Public Hearing and ***(Item (b) under New Business)*** to approve Resolution 20-09 to include delinquent specials to be placed on the 2020 Summer Tax Roll

## 2020 DELINQUENT INVOICES TO TAXES

As of 5/12/2020

	WATER/SEWER/ TRASH	MOWING	Admin Processing Fee	TOTAL
PO-04-26-180-013	34.74		3.47	38.21
PO-04-26-204-059	197.48		19.75	217.23
PO-04-27-226-036	7.08		0.71	7.79
PO-04-27-228-001		136.44	13.64	150.08
PO-04-22-386-002	197.57		19.76	217.33
PO-04-27-202-009	293.76		29.38	323.14
PO-04-22-482-006	465.13		46.51	511.64
PO-04-22-379-002	286.71		28.67	315.38
PO-04-22-378-019	21.60		2.16	23.76
PO-04-26-101-005		134.85	13.49	148.34
PO-04-26-155-013	198.24		19.82	218.06
PO-04-26-402-011	59.75		5.98	65.73
PO-04-26-427-005	253.56		25.36	278.92
PO-04-26-376-015	17.00		1.70	18.70
PO-04-27-277-020	258.73		25.87	284.60
PO-04-22-379-007	982.81		98.28	1,081.09
PO-04-27-233-003	211.46		21.15	232.61
PO-04-27-176-006	134.40		13.44	147.84
PO-04-26-127-007	610.81		61.08	671.89
PO-04-22-460-015	15.62		1.56	17.18
PO-04-22-453-042	2,009.80		200.98	2,210.78
PO-04-27-202-044	1,004.66		100.47	1,105.13
PO-04-27-202-046	233.72		23.37	257.09
	7,494.63	271.29	776.59	8,542.51

**VILLAGE OF OXFORD  
NOTICE OF PUBLIC HEARING**

**DELINQUENT WATER/SEWER AND  
VIOLATION NOTICES  
ADDED TO 2020 TAX BILL**

**Notice is hereby given that the Village of Oxford will hold a public hearing in the Village Council Chambers, 22 W. Burdick, Oxford, MI at 7:00 p.m. Tuesday, May 12, 2020 for the purpose of hearing public comments on the Village of Oxford's Village Ordinance #321 Sec. 70-78(d) placing Delinquent Water/Sewer and other Village Violation notices on the Village 2020 Tax Bill as a lien on the property. Oxford Village Council will consider any public comments either written or in person at this time. Submit written comments to:**

**Teresa Onica, Village Clerk  
22 W. Burdick, Oxford MI 48371**

POSTED: May 1, 2020



# OXFORD VILLAGE POLICE DEPT.

## POLICE CHIEFS REPORT

2020-April

Micheal D. Solwold-Chief

MONTH						YEAR TO DATE		
	Apr.2020	Apr.2019	CHG	2020	2019	DIFF		
CALLS FOR SERVICE	229	624	-395	1732	1927	-195		
CITATION/WARNING	78	439	-361	1628	1653	-25		
ACCIDENTS	1	5	-4	25	31	-6		
	POSITION	#						
	CHIEF	1						
	OFFICERS/FT	4						
	OFFICERS/PT	5						
	Service Aid	2						
	Cmv enf	1						
	Parking Enf	1						
	Reserves	14						
	TOTAL	28						

April 2020												
	WASHINGTON	GLASPIE	E BURDICK	LAKEVILLE	OXFORD/LAKES	PONTIAC	W BURDICK	W OF 24	E OF 24	N W LOT	N E LOT	TOTALS
speed				2			2					4
red light	1											1
stop sign												0
improper turns	1			1								2
seat belt												0
drivers licence violations	3	2		4	2		2					13
plate violations	1	3		1	2							7
insurance/registration	10	4		10	2		4					30
equipment	3	1						1				5
misc. violations		1	1									2
parking violations	2	3			7			2				14
fail to yield to emergency vehicle												0
commercial motor vehicle tickets												0
Location Totals	21	14	1	18	13	0	8	3	0	0	0	78

Grand Total for the Month		78
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**OXFORD VILLAGE  
DEPARTMENT OF POLICE  
22 W. BURDICK STREET • P.O. BOX 94  
OXFORD, MICHIGAN 48371**

**SITE PHONE: 248-628-2838  
FAX PHONE: 248-628-7030**



**MICHEAL D. SOLWOLD  
CHIEF OF POLICE**

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Date: 04/28/2020  
To: Village Manager  
From: Chief Solwold  
Subject: Full-time position

I wanted to follow up on the full-time position proposed for the next budget and beyond. The purpose of a part-time position is to fill in for officers when they call in sick, go on vacation or act as additional staff during a special event. This Department has been utilizing a part-time position in a 40 hour capacity to save on paying benefits for many years. Since my appointment to Chief in 2017 we have lost 6 part-time officers to other jobs. That is and has been the average for many years. It takes 3-6 months to train an officer which usually takes longer due to their availability working their other jobs. Let's not forget the thousands of dollars in uniforms we spend. Officers can't survive on part-time wages a few days a week so they must seek other employment or they find a full-time job at another Department and leave after we have trained them in radar, taser, and breathalyzer which takes time and costs this Department money. This is also a burden on the officers training because it holds them back from their duties and sets them back. If your thinking let's hire the old retired guys, they are limited physically and they don't want to work nights and their performance is under average.

During the Covid-19 pandemic I had a part-time officer approach me stating that his wife told him he should call in because why risk getting a disease for a part-time position. This was an eye opener and a reminder as to how important it is to have officers to rely on.

Restore M-24 there needs to be an increase in presence for traffic control to keep people safe. There are plenty of obstacles we face this year and we need stability. This Department has been maintaining its grit so lets reward them with the appreciation they deserve and prepare for a solid and stable future. I heard a comment that we need to wait because we are in an unseen future. Take control of the future and not let the unsure dictate our unpreparedness.

Thank you,

*MDS* #119

**OXFORD VILLAGE COUNCIL  
TELECONFERENCE REGULAR MEETING MINUTES**

Call-In Access Number (701) 802-5176 Meeting Code: 1531799

*Village Council Members: David Bailey, Maureen Helmuth, Joe Frost, Allison Kemp, Kelsey Cooke*

**22 West Burdick Street  
Oxford, MI 48371**

**April 14, 2020**

**7:00 pm**

- 1.) **CALL TO ORDER:** President Joe Frost called the meeting to order at 7:05 p.m. with reference to Governor Whitmer's Executive Order No. 2020-15.
- 2.) **PLEDGE OF ALLEGIANCE:** With Moment of Silence.
- 3.) **ROLL CALL** Attendance Members Present: Bailey, Cooke, Frost, Kemp, Helmuth. Absent: 0. Staff Present: Village Manager Joseph Madore, Attorney Robert Davis, Police Chief Mike Solwold, Recording Secretary Clerk/Treasurer, Tere Onica.

4.) **APPROVAL OF AGENDA:** April 14, 2020.

**MOTION:** by Helmuth/Kemp to approve the April 14, 2020 telecommunication meeting agenda.

**Roll Call Vote:** Ayes: 5. Helmuth, Kemp, Cooke, Bailey, Frost. Nays: 0. Absent: 0. Motion carried.

5.) **CALL TO PUBLIC-**

Sue Bossardet-M-24 project start date/schedule.

6.) **CONSENT AGENDA:**

**MOTION:** by Helmuth/Kemp to receive and file Consent Agenda items under 8(a) as presented.

**Roll Call Vote:** Ayes: 5. Helmuth, Kemp, Cooke, Bailey, Frost. Nays: 0. Absent: 0. Motion carried.

**MOTION:** by Helmuth/Kemp to approve items in 8(b)(i), (ii), (iii) with bills in the amount of \$127,189.39 as presented.

**Roll Call Vote:** Ayes: 5. Helmuth, Kemp, Cooke, Bailey, Frost. Nays: 0. Absent: 0. Motion carried.

7.) **UNFINISHED BUSINESS:**

- a. **Resolution 20-08, Renew Agreement with Oxford Township for Summer Tax Collection and Settlement.**

**MOTION:** by Helmuth/Frost to approve Resolution 2020-08 as presented.

**Roll Call Vote:** Ayes: 5. Kemp, Cooke, Helmuth, Bailey, Frost. Nays: 0. Absent: 0. Motion carried.

- b. **West Nile Resolution 20-07**

**MOTION:** by Frost/Helmuth to approve Resolution 2020-07 authorizing the Village Manager as agent for the Village of Oxford, in manner and to the extent provided under Oakland County Board of Commissioners, to request reimbursement of eligible mosquito control activities under the Oakland County West Nile Virus Fund Program.

**Roll Call Vote:** Ayes: 5. Cooke, Bailey, Frost, Helmuth, Kemp. Nays: 0. Absent: 0. Motion carried.

8.) **NEW BUSINESS:**



- a. **2020/2021 General Fund Budget Draft**-The Village Manager presented the General Fund Budget. Line 449 transfer for M-24 Streetscape is a one-time expense that requires use of some fund balance; \$31,518 is needed to balance the budget. No major increases. Chief Solwold is requesting one more full-time officer. Union Contracts may need an extension; a 3% increase for union workers was plugged into the budget. Employee wages increased to \$18.00. Police Clerical wage increase of \$1/hour. There is a new franchise agreement for cable fees.
- b. **Consideration Extension of Sunset Clause-Ordinance No. 411 Prohibition of Marihuana Establishments**-an amendment to the ordinance to change the repeal and replace sunset date to December 31, 2020. A Public Hearing is needed with a first and second reading followed by publication.  
**MOTION:** by Helmuth/Kemp amended by Frost to hold the public hearing at the second reading and hold the first reading on May 12, 2020 to amend Ordinance No. 411 extending the repeal clause to December 31, 2020.  
**Roll Call Vote:** Ayes:3, Bailey, Helmuth, Kemp. Nays: 2. Frost, Cooke. Absent: 0.  
Motion carried.
- c. **Oxford-Addison Youth Assistant Applicant (OAYA)**- The Village of Oxford is one of 5 sponsoring organizations for the Oxford-Addison Your Assistance (OAYA) Program consisting of Oxford and Addison Townships and The Village of Leonard and Oxford Community Schools. The Village of Oxford contributes \$2,500 annually.  
**MOTION:** by Frost/Helmuth to appoint Robyn Holzbaugh to the OAYA Board of Directors.  
**Roll Call Vote:** Ayes: 5. Cooke, Bailey, Frost, Helmuth, Kemp. Nays: 0. Absent: 0.  
Motion carried.
- d. **Water Bill Late Fee Waiver Recommendation** for April, May and June Utility Billing.  
**MOTION:** by Frost/Helmuth to waive the water bill late fees for a period from April to the end of June 2020 and to suspend water shut off for residents and businesses during this period.  
**Roll Call Vote:** Ayes: 5. Cooke, Bailey, Frost, Helmuth, Kemp. Nays: 0. Absent: 0.  
Motion carried.

**9.) ITEMS REMOVED FROM CONSENT AGENDA** (Item 6): None

**10.) PUBLIC COMMENT:**

Brian Cloutier-Library updates. Staff meeting to discuss plans to reopen library when Executive Order is lifted. A delayed opening with reduced hours. Team working remotely.

**11.) COMMITTEE REPORTS:** Committees not currently meeting. Some conference calls taking place.

**12.) MANAGER, STAFF, & ATTORNEY REPORTS:**

- a. Manager, staff, and attorney. MDOT meeting rescheduled April 22nd. Yard waste has been reinstated.

93  
94 **13.) COUNCIL COMMENTS:**

95 Council appreciates all efforts during Executive Order for essential services only. Local  
96 manufacturers and local business efforts are commendable. Community is greatly impacted by  
97 the Corona Virus and Governor Whitmer's Executive Orders.  
98

99 **14.) ADJOURNMENT:**

100 **MOTION:** by Helmuth/Bailey to adjourn at 7:56 p.m.

101 **Roll Call Vote:** Ayes: 5. Cooke, Kemp, Bailey, Frost, Helmuth. Motion Carried.  
102  
103  
104

105 Respectfully Submitted,  
106 Teresa L. Onica, Recording Secretary

\_\_\_\_\_  
Joe Frost, President

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank CKG01 GENERAL CHECKING					
04/06/2020	CKG01	481(E)	ATT 1244	AT&T 5080	176.14
04/06/2020	CKG01	482(E)	ATT 7030	AT&T 5080	102.68
04/06/2020	CKG01	483(E)	AT&T U-VER	AT&T U-VERSE	51.38
04/06/2020	CKG01	484(E)	CON ENERGY	CONSUMERS ENERGY	2,179.15
04/06/2020	CKG01	485(E)	DTE	DTE ENERGY	3,976.21
04/06/2020	CKG01	486(E)	DTE EN-ST	DTE ENERGY - STREET LIGHTING	2,808.95
04/06/2020	CKG01	487(E)	BIRCH	LINGO COMMUNICATION	103.85
04/09/2020	CKG01	60177	ACE	ACE HARDWARE STONES	412.73
04/09/2020	CKG01	60178	ACE	VOID	0.00
04/09/2020	CKG01	60179	ADT SECURI	ADT SECURITY SERVICE	129.15
04/09/2020	CKG01	60180	AFSCME	AFSCME COUNCIL 25	166.00
04/09/2020	CKG01	60181	AT&T	ATT 19	1,091.40
04/09/2020	CKG01	60182	BURDICK ST	BURDICK ST LANDSCAPE SUPPLY	107.84
04/09/2020	CKG01	60183	CONTRACTOR	CONTRACTORS CONNECTION INC	123.80
04/09/2020	CKG01	60184	DAVIS	DAVIS LISTMAN PLLC	3,363.70
04/09/2020	CKG01	60185	DRUG SCREE	DRUG SCREENS PLUS	75.00
04/09/2020	CKG01	60186	ERC	ENERGY REDUCTION COALITION	583.60
04/09/2020	CKG01	60187	EQUIVEST L	EQUIVEST LOCKBOX	150.00
04/09/2020	CKG01	60188	GFL	GREEN FOR LIFE	13,705.59
04/09/2020	CKG01	60189	GRIMCO	GRIMCO INC	179.08
04/09/2020	CKG01	60190	GRIS	GRISSIM & METZ	7,149.25
04/09/2020	CKG01	60191	HOME DEPOT	HOME DEPOT CREDIT SERVICES	39.94
04/09/2020	CKG01	60192	JOHNSTON P	JOHNSTON PHOTOGRAPHY	225.00
04/09/2020	CKG01	60193	LET	LET THE SUNSHINE IN CLEANING LLC	582.00
04/09/2020	CKG01	60194	MC KENNA A	MC KENNA ASSOCIATES INC	1,190.00
04/09/2020	CKG01	60195	NYE	NYE UNIFORM	726.00
04/09/2020	CKG01	60196	OAKTREASUR	OAKLAND COUNTY TREASURERS	34,938.21
04/09/2020	CKG01	60197	OAKTEK	OAKTEK INC	2,395.37
04/09/2020	CKG01	60198	OFFICE DEP	OFFICE DEPOT	299.82
04/09/2020	CKG01	60199	OXFORD TWP	OXFORD TOWNSHIP	430.71
04/09/2020	CKG01	60200	PARISEAU'S	PARISEAU'S PRINTING, INC	726.00
04/09/2020	CKG01	60201	PEP	PEP BOYS #6562	79.65
04/09/2020	CKG01	60202	POLICE OFF	POLICE OFFICERS LABOR COUNCIL	201.00
04/09/2020	CKG01	60203	PREMIER	PREMIER BUSINESS PRODUCTS	516.27
04/09/2020	CKG01	60204	REPUBLIC	REPUBLIC SERVICES #253	2,928.74
04/09/2020	CKG01	60205	ST OF MI	STATE OF MICHIGAN	86.50
04/09/2020	CKG01	60206	STEVES OX	STEVE'S OXFORD AUTOMOTIVE	59.57
04/09/2020	CKG01	60207	SUPPLY	SUPPLY DEN	187.94
04/09/2020	CKG01	60208	POSTMASTER	U.S. POSTMASTER	334.88
04/09/2020	CKG01	60209	UHANS DEP	UHANS DEPARTMENT STORE	702.25
04/09/2020	CKG01	60210	VANTAGEPOI	VANTAGEPOINT TRANSFER AGENT -	160.00
04/09/2020	CKG01	60211	VERI	VERIZON	209.36
04/09/2020	CKG01	60212	VILLAGE	VILLAGE OF OXFORD	462.84
04/09/2020	CKG01	60213	WASTE	WASTE MANAGEMENT	1,126.36
04/09/2020	CKG01	60214	WATER TECH	WATER TECH	88.00
04/09/2020	CKG01	60215	WELLS	WELLS FARGO VENDOR FIN SERVICE	138.23
04/09/2020	CKG01	60216	FLEET SERV	WRIGHT EXPRESS FSC	1,348.30
04/09/2020	CKG01	60217	FLEET SERV	WRIGHT EXPRESS FSC	1,225.77
04/09/2020	CKG01	60218	FLEET SERV	WRIGHT EXPRESS FSC	17.02
04/22/2020	CKG01	488(E)	ATT 1244	AT&T 5080	27.40
04/22/2020	CKG01	489(E)	ATT 7030	AT&T 5080	142.78
04/22/2020	CKG01	490(E)	AT&T U-VER	AT&T U-VERSE	51.38
04/22/2020	CKG01	491(E)	VISA	CARDMEMBER SERVICE	1,299.22
04/22/2020	CKG01	492(E)	DTE EN-ST	DTE ENERGY - STREET LIGHTING	2,806.20
04/23/2020	CKG01	493(E)	DTE	DTE ENERGY	132.00
04/23/2020	CKG01	60219	ACE	ACE HARDWARE STONES	46.92
04/23/2020	CKG01	60220	ADT SECURI	ADT SECURITY SERVICE	246.15
04/23/2020	CKG01	60221	AFLAC	AFLAC	260.74
04/23/2020	CKG01	60222	BCBS	BLUE CROSS BLUE SHIELD OF MI	13,071.44
04/23/2020	CKG01	60223	BCBS	VOID	0.00
04/23/2020	CKG01	60224	AVAYA	CIT	268.15
04/23/2020	CKG01	60225	CLARKE MOS	CLARKE MOSQUITO CONTROL	899.22
04/23/2020	CKG01	60226	ASCEND	DEARBORN NATIONAL	764.96
04/23/2020	CKG01	60227	ASCEND	VOID	0.00
04/23/2020	CKG01	60228	GLWA	GREAT LAKES WATER AUTHORITY	1,196.52
04/23/2020	CKG01	60229	HIGHLAND T	HIGHLAND TREATMENT INC.	3,575.00
04/23/2020	CKG01	60230	JONES CHEM	JONES CHEMICAL INC	521.08
04/23/2020	CKG01	60231	KIM	KIMBALL MIDWEST	99.00
04/23/2020	CKG01	60232	MC KENNA A	MC KENNA ASSOCIATES INC	11,617.69
04/23/2020	CKG01	60233	MORTON SAL	MORTON SALT	3,726.09
04/23/2020	CKG01	60234	MULTITECH	MULTI-TECH SOLUTIONS LLC	750.00
04/23/2020	CKG01	60235	NYE	NYE UNIFORM	390.00
04/23/2020	CKG01	60236	OAKTREASUR	OAKLAND COUNTY TREASURERS	2,750.83
04/23/2020	CKG01	60237	PEP	PEP BOYS #6562	86.98
04/23/2020	CKG01	60238	PITNEY BOW	PITNEY BOWES INC	372.21
04/23/2020	CKG01	60239	CHARTER	SPECTRUM	144.98
04/23/2020	CKG01	60240	STEVES OX	STEVE'S OXFORD AUTOMOTIVE	15.89
04/23/2020	CKG01	60241	SUPPLY	SUPPLY DEN	27.87

05/04/2020 02:31 PM  
User: TONICA  
DB: Oxford

CHECK REGISTER FOR VILLAGE OF OXFORD  
CHECK DATE FROM 04/01/2020 - 04/30/2020

Page: 2/2

Check Date	Bank	Check	Vendor	Vendor Name	Amount
04/23/2020	CKG01	60242	UNIFIRST C	UNIFIRST CORPORATION	42.50
04/23/2020	CKG01	60243	WATER TECH	WATER TECH	176.00
					<hr/>
CKG01 TOTALS:					
Total of 80 Checks:					133,570.43
Less 3 Void Checks:					0.00
					<hr/>
Total of 77 Disbursements:					133,570.43



PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	YTD BALANCE 04/30/2020 NORMAL (ABNORMA)	AVAILABLE BALANCE NORMAL (ABNORMA)	% BDGT USED
Fund 101 - General Fund					
Revenues					
Dept 000					
101-000-402.000	Real Property Tax	1,108,012.00	1,101,575.25	6,436.75	99.42
101-000-410.000	Personal Property Tax	45,000.00	49,433.29	(4,433.29)	109.85
101-000-412.000	DELINQUENT PERSONAL PROPERTY TAXES	1,000.00	196.45	803.55	19.65
101-000-446.000	Real Property Penalty	2,200.00	3,289.70	(1,089.70)	149.53
101-000-451.000	Building Licenses	2,000.00	14,210.00	(12,210.00)	710.50
101-000-452.000	Electrical Con Jrnm License	1,000.00	1,060.00	(60.00)	106.00
101-000-453.000	Heating and Refrig Contr Lic	600.00	1,180.00	(580.00)	196.67
101-000-454.000	Zoning/Solicitors License	1,000.00	2,000.00	(1,000.00)	200.00
101-000-455.000	Plumbing Master/Journ License	650.00	9,560.00	(8,910.00)	1,470.77
101-000-480.000	Building Permits	21,000.00	32,929.45	(11,929.45)	156.81
101-000-481.000	Electrical Permits	4,500.00	4,985.00	(485.00)	110.78
101-000-482.000	Heating Permits	5,000.00	4,889.00	111.00	97.78
101-000-483.000	Plumbing Permits	2,500.00	2,535.00	(35.00)	101.40
101-000-485.000	RIGHT OF WAY PERMIT	500.00	0.00	500.00	0.00
101-000-543.000	302 FUNDS	750.00	967.68	(217.68)	129.02
101-000-573.000	LOCAL COMMUNITY STABILIZATION	35,150.00	52,605.38	(17,455.38)	149.66
101-000-575.000	Constitutional Sales Tax	296,000.00	160,399.00	135,601.00	54.19
101-000-579.000	LIQUOR LICENSE	4,000.00	3,939.10	60.90	98.48
101-000-580.000	DOG LICENSES	120.00	294.25	(174.25)	245.21
101-000-608.000	Board of Appeals Fees	400.00	0.00	400.00	0.00
101-000-622.000	Planning Commission Fee	4,000.00	0.00	4,000.00	0.00
101-000-622.010	DPW Site Plan Review Fee	50.00	0.00	50.00	0.00
101-000-622.020	Lot Split Fees	150.00	0.00	150.00	0.00
101-000-628.000	PBT COPIES & FEES	200.00	413.40	(213.40)	206.70
101-000-629.000	Cable Franchise Fees	33,282.00	33,087.67	194.33	99.42
101-000-638.000	PARKING IMPOUND TICKET FINES	2,000.00	2,807.83	(807.83)	140.39
101-000-640.000	Rubbish Fees: Residential	161,440.00	125,350.90	36,089.10	77.65
101-000-640.010	Rubbish Fees: Commercial	36,396.00	24,129.41	12,266.59	66.30
101-000-656.000	VIOLATIONS	55,000.00	36,623.01	18,376.99	66.59
101-000-658.040	SNOW ORDINANCE FINES	1,000.00	375.00	625.00	37.50
101-000-665.000	Interest Earnings	2,000.00	12,752.79	(10,752.79)	637.64
101-000-670.010	Rent	3,600.00	3,000.00	600.00	83.33
101-000-677.000	Reimbursements	9,000.00	16,903.98	(7,903.98)	187.82
101-000-677.030	Youth Assistance	7,000.00	7,130.74	(130.74)	101.87
101-000-677.040	Administration Fees	0.00	464.39	(464.39)	100.00
101-000-679.000	DDA	75,000.00	62,633.40	12,366.60	83.51
101-000-686.000	Miscellaneous	3,000.00	18,691.92	(15,691.92)	623.06
101-000-686.200	Donations	0.00	11,978.00	(4,455.00)	159.22
101-000-687.000	CDBG Community Development Fu	10,338.00	2,293.78	8,044.22	22.19
101-000-694.010	Insufficient Funds Checking	0.00	225.00	(225.00)	100.00
Total Dept 000		1,934,838.00	1,804,909.77	137,451.23	92.92
Dept 960 - Public Relations					
101-960-687.000	CDBG Community Development Fun	0.00	(200.00)	200.00	100.00
Total Dept 960 - Public Relations		0.00	(200.00)	200.00	100.00
TOTAL REVENUES		1,934,838.00	1,804,709.77	137,651.23	92.91
Expenditures					
Dept 101 - Council					
101-101-703.000	Council Salaries	2,800.00	1,610.00	1,190.00	57.50
101-101-723.000	Workers Compensation	135.00	55.74	79.26	41.29
101-101-740.000	Operating Supplies	200.00	120.00	80.00	60.00
101-101-830.000	Membership & Dues	2,908.00	2,965.00	(57.00)	101.96
101-101-864.000	Workshops	1,000.00	1,439.63	560.37	71.98
101-101-866.000	Mileage	200.00	73.08	126.92	36.54
101-101-867.000	Lodging	400.00	0.00	400.00	0.00
Total Dept 101 - Council		7,643.00	6,263.45	2,379.55	72.47
Dept 172 - Manager					
101-172-704.000	Wages	45,430.00	37,239.60	8,190.40	81.97
101-172-705.000	Clerical	618.00	469.09	148.91	75.90
101-172-715.000	FICA	3,523.00	2,884.49	638.51	81.88
101-172-716.000	Medical Insurance	3,296.00	360.02	2,935.98	10.92
101-172-718.000	Retirement	4,543.00	5,567.76	(1,024.76)	122.56
101-172-723.000	Workers Compensation	269.00	111.48	157.52	41.44
101-172-740.000	Operating Supplies	500.00	98.54	401.46	19.71
101-172-810.000	Contracted Services	583.00	944.53	(361.53)	162.01
101-172-830.000	Membership & Dues	100.00	100.00	0.00	100.00

User: TONICA

DB: Oxford

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL	04/30/2020	BALANCE	
		BUDGET	NORMAL (ABNORMA	NORMAL (ABNORMA	
Fund 101 - General Fund					
Expenditures					
101-172-864.000	Workshops	1,500.00	0.00	1,500.00	0.00
101-172-866.000	Mileage	200.00	19.72	180.28	9.86
Total Dept 172 - Manager		60,562.00	47,795.23	12,766.77	78.92
Dept 210 - Attorney					
101-210-825.000	Attorney Retainer	10,200.00	6,800.00	3,400.00	66.67
101-210-826.000	Legal Fees	30,000.00	11,246.10	18,753.90	37.49
101-210-826.070	Legal: Litigation	8,000.00	1,111.47	6,888.53	13.89
Total Dept 210 - Attorney		48,200.00	19,157.57	29,042.43	39.75
Dept 215 - Clerk					
101-215-704.000	Wages	22,000.00	18,799.67	3,200.33	85.45
101-215-705.000	Clerical	22,000.00	0.00	22,000.00	0.00
101-215-715.000	FICA	1,683.00	1,438.22	244.78	85.46
101-215-716.000	Medical Insurance	2,160.00	239.53	1,920.47	11.09
101-215-718.000	Retirement	2,200.00	4,339.33	(2,139.33)	197.24
101-215-723.000	Workers Compensation	269.00	111.48	157.52	41.44
101-215-727.000	Office Supplies	2,000.00	1,617.98	382.02	80.90
101-215-730.000	Postage	1,500.00	3.30	1,496.70	0.22
101-215-740.000	Operating Supplies	900.00	49.00	851.00	5.44
101-215-740.030	Computers	1,000.00	735.09	264.91	73.51
101-215-805.000	Payroll Processing	6,995.00	6,454.33	540.67	92.27
101-215-810.000	Contracted Services	7,783.00	5,975.93	1,807.07	76.78
101-215-830.000	Membership & Dues	100.00	195.00	(95.00)	195.00
101-215-864.000	Workshops	1,500.00	956.51	543.49	63.77
101-215-865.000	Meals	50.00	0.00	50.00	0.00
101-215-866.000	Mileage	125.00	0.00	125.00	0.00
101-215-905.000	Printing & Publications	800.00	2,456.24	(1,656.24)	307.03
101-215-933.010	Equipment Maintenance Contrac	0.00	950.00	(950.00)	100.00
101-215-956.000	Miscellaneous	200.00	0.00	200.00	0.00
Total Dept 215 - Clerk		73,265.00	44,321.61	28,943.39	60.49
Dept 253 - Treasurer					
101-253-704.000	Wages	9,350.00	8,929.84	420.16	95.51
101-253-705.000	CLERICAL	3,707.00	3,987.31	(280.31)	107.56
101-253-715.000	FICA	999.00	988.19	10.81	98.92
101-253-716.000	Medical Insurance	918.00	102.05	815.95	11.12
101-253-718.000	Retirement	935.00	0.00	935.00	0.00
101-253-723.000	Workers Compensation	269.00	111.48	157.52	41.44
101-253-810.000	Contracted Services	3,183.00	5,005.78	(1,822.78)	157.27
101-253-864.000	Workshops	1,500.00	914.00	586.00	60.93
101-253-905.000	Printing & Publications	1,200.00	431.00	769.00	35.92
101-253-956.000	Miscellaneous	0.00	20.00	(20.00)	100.00
Total Dept 253 - Treasurer		22,061.00	20,489.65	1,571.35	92.88
Dept 265 - Building & Utilities					
101-265-727.000	OFFICE SUPPLIES	500.00	378.07	121.93	75.61
101-265-775.000	Building Maintenance/Supplies	3,000.00	1,064.86	1,935.14	35.50
101-265-775.010	Civic Center Maintenance	100.00	0.00	100.00	0.00
101-265-807.000	Audit	3,400.00	3,751.00	(351.00)	110.32
101-265-810.000	Contracted Services	6,041.00	3,013.06	3,027.94	49.88
101-265-813.000	Custodial Services	3,492.00	2,619.00	873.00	75.00
101-265-856.000	Telephone	10,488.00	9,714.67	773.33	92.63
101-265-910.000	Insurance	1,768.00	1,904.94	(136.94)	107.75
101-265-921.000	Electric	0.00	9,918.35	(9,918.35)	100.00
101-265-921.020	Electric - DPW	4,995.00	0.00	4,995.00	0.00
101-265-923.000	Heat	2,976.00	2,285.73	690.27	76.81
101-265-927.000	Water	2,250.00	1,492.86	757.14	66.35
101-265-927.020	Water: DPW	1,200.00	443.43	756.57	36.95
101-265-929.000	Rubbish	1,100.00	0.00	1,100.00	0.00
Total Dept 265 - Building & Utilities		41,310.00	36,585.97	4,724.03	88.56
Dept 267 - Beautification Commission					
101-267-740.000	Operating Supplies	100.00	58.99	41.01	58.99
101-267-830.000	Membership & Dues	20.00	0.00	20.00	0.00

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	YTD BALANCE 04/30/2020 NORMAL (ABNORMA	AVAILABLE BALANCE NORMAL (ABNORMA	% BDGT USED
Fund 101 - General Fund					
Expenditures					
Total Dept 267 - Beautification Commission		120.00	58.99	61.01	49.16
Dept 301 - Police					
101-301-704.000	Wages	284,629.00	230,813.49	53,815.51	81.09
101-301-704.010	WAGES - ADMIN	9,020.00	8,254.41	765.59	91.51
101-301-705.000	POLICE CLERICAL	35,486.00	28,898.13	6,587.87	81.44
101-301-706.000	Part-time	71,706.00	72,569.00	(863.00)	101.20
101-301-709.000	Overtime	15,000.00	11,596.25	3,403.75	77.31
101-301-710.010	Leave Time Buyout	4,000.00	0.00	4,000.00	0.00
101-301-711.000	Holiday	2,400.00	0.00	2,400.00	0.00
101-301-715.000	FICA	32,301.00	26,628.45	5,672.55	82.44
101-301-716.000	Medical Insurance	77,134.00	64,966.88	20,167.12	76.31
101-301-718.000	Retirement	50,151.00	33,114.11	17,036.89	66.03
101-301-721.000	UNIFORM ALLOWANCE	3,500.00	3,974.05	(474.05)	113.54
101-301-721.010	UNIFORMS - PART TIME	1,000.00	1,364.99	(364.99)	136.50
101-301-721.020	Uniforms - Reserves	1,000.00	862.72	137.28	86.27
101-301-723.000	Workers Compensation	2,019.00	836.10	1,182.90	41.41
101-301-727.000	Office Supplies	1,200.00	1,318.80	(118.80)	109.90
101-301-730.000	Postage	250.00	19.10	230.90	7.64
101-301-740.000	Operating Supplies	5,200.00	2,642.37	2,557.63	50.81
101-301-740.030	Computers	1,000.00	2,500.00	(1,500.00)	250.00
101-301-751.000	Diesel Fuel and Gas	13,000.00	10,934.41	2,065.59	84.11
101-301-775.000	Building Maintenance/Supplies	2,000.00	2,002.54	(2.54)	100.13
101-301-781.000	Materials Car Maintenance	7,000.00	7,891.20	(891.20)	112.73
101-301-781.040	Car Washes	800.00	568.00	232.00	71.00
101-301-803.000	Physicals	500.00	732.00	(232.00)	146.40
101-301-807.000	Audit	1,700.00	1,875.50	(175.50)	110.32
101-301-810.000	CONTRACTED SERVICES	45,685.00	43,610.39	2,074.61	95.46
101-301-813.000	Custodial Services	3,492.00	2,619.00	873.00	75.00
101-301-826.080	Legal: Prosecutions	32,000.00	13,081.50	18,918.50	40.88
101-301-830.000	Membership & Dues	1,250.00	145.00	1,105.00	11.60
101-301-855.000	Radio Maintenance	500.00	0.00	500.00	0.00
101-301-856.000	Telephone	6,648.00	5,064.59	1,583.41	76.18
101-301-856.040	Cellular Phone Fees	1,300.00	944.40	355.60	72.65
101-301-858.000	Computer Maintenance	4,000.00	105.99	3,894.01	2.65
101-301-866.000	Mileage	200.00	0.00	200.00	0.00
101-301-867.000	Lodging	750.00	616.50	133.50	82.20
101-301-880.000	Community Promotion	500.00	7,339.29	683.71	91.48
101-301-910.000	Insurance	11,789.00	12,699.60	(910.60)	107.72
101-301-910.010	Insurance - Reserves	2,100.00	2,014.00	86.00	95.90
101-301-921.000	Electric	7,995.00	5,292.01	2,702.99	66.19
101-301-923.000	Heat	2,976.00	2,285.73	690.27	76.81
101-301-924.000	Sewer	650.00	0.00	650.00	0.00
101-301-927.000	Water	850.00	1,492.86	(642.86)	175.63
101-301-929.000	Rubbish	250.00	0.00	250.00	0.00
101-301-957.000	Contingency: Year End	1,000.00	0.00	1,000.00	0.00
101-301-960.000	Education/Safety Management	5,000.00	7,297.05	2,157.95	77.18
101-301-960.020	302 Training	1,250.00	536.70	713.30	42.94
101-301-977.000	Vehicle	35,000.00	35,741.98	(741.98)	102.12
Total Dept 301 - Police		787,181.00	655,249.09	151,909.91	81.18
Dept 372 - Code Enforcement					
101-372-704.000	Wages	11,856.00	8,056.66	3,799.34	67.95
101-372-704.010	WAGES - ADMIN	4,180.00	4,150.30	29.70	99.29
101-372-705.000	Clerical	1,210.00	932.44	277.56	77.06
101-372-715.000	FICA	1,000.00	994.88	5.12	99.49
101-372-716.000	Medical Insurance	331.00	54.75	276.25	16.54
101-372-718.000	Retirement	418.00	0.00	418.00	0.00
101-372-723.000	Workers Compensation	269.00	111.48	157.52	41.44
101-372-740.000	Operating Supplies	250.00	755.99	(505.99)	302.40
101-372-810.000	Contracted Services	0.00	900.00	(900.00)	100.00
101-372-866.000	Mileage	100.00	361.32	(261.32)	361.32
101-372-905.000	Printing & Publications	250.00	0.00	250.00	0.00
Total Dept 372 - Code Enforcement		19,864.00	16,317.82	3,546.18	82.15
Dept 376 - Building Department					
101-376-703.050	Building Inspector Fee	29,000.00	24,697.09	4,302.91	85.16
101-376-703.060	Electrical Inspector Fees	4,410.00	3,738.75	671.25	84.78
101-376-703.070	Plumbing Inspector Fees	1,805.00	1,901.25	(96.25)	105.33
101-376-703.080	Heating Inspector Fees	3,900.00	3,666.75	233.25	94.02
101-376-704.000	Wages	5,830.00	7,752.50	(1,922.50)	132.98
101-376-704.010	BLDG DEPT ADMIN WAGES	0.00	5,560.27	(5,560.27)	100.00

## REVENUE AND EXPENDITURE REPORT FOR OXFORD VILLAGE

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	YTD BALANCE 04/30/2020 NORMAL (ABNORMA)	AVAILABLE BALANCE NORMAL (ABNORMA)	% BDGT USED
Fund 101 - General Fund					
Expenditures					
101-376-705.000	Clerical				
101-376-715.000	FICA	29,442.00	24,673.19	4,768.81	83.80
101-376-716.000	Medical Insurance	2,698.00	2,312.86	385.14	85.72
101-376-718.000	Retirement	493.00	60.97	432.03	12.37
101-376-723.000	Workers Compensation	583.00	0.00	583.00	0.00
101-376-727.000	Office Supplies	269.00	111.48	157.52	41.44
101-376-740.000	Operating Supplies	200.00	237.09	(37.09)	118.55
101-376-810.000	Contracted Services	600.00	500.00	100.00	83.33
101-376-905.000	Printing & Publications	4,408.00	1,970.33	2,437.67	44.70
		200.00	0.00	200.00	0.00
Total Dept 376 - Building Department		83,838.00	77,182.53	6,655.47	92.06
Dept 401 - Planning					
101-401-704.000	Wages				
101-401-704.010	PLANNING ADMIN WAGES	2,640.00	134.42	2,505.58	5.09
101-401-705.000	Clerical	0.00	2,224.14	(2,224.14)	100.00
101-401-715.000	PC FICA	2,001.00	697.93	1,303.07	34.88
101-401-716.000	Medical Insurance	355.00	223.53	131.47	62.97
101-401-718.000	Retirement	220.00	24.39	195.61	11.09
101-401-810.000	Contracted Services	264.00	0.00	264.00	0.00
101-401-817.000	Planning Consultant	0.00	590.00	(590.00)	100.00
101-401-817.100	Zoning Ordinance Revision	8,500.00	6,760.00	1,740.00	79.53
101-401-817.200	Planning Consultant Contract	100.00	25.00	75.00	25.00
101-401-821.000	Engineering	10,200.00	6,800.00	3,400.00	66.67
101-401-905.000	Printing & Publications	0.00	7,695.00	(7,695.00)	100.00
		538.00	117.30	420.70	21.80
Total Dept 401 - Planning		24,818.00	25,291.71	(473.71)	101.91
Dept 402 - Board of Appeals					
101-402-703.020	Board of Appeals Wages				
101-402-704.010	ZBA ADMIN WAGES	200.00	0.00	200.00	0.00
101-402-705.000	Clerical	1,320.00	641.98	678.02	48.63
101-402-715.000	ZBA FICA	2,369.00	0.00	2,369.00	0.00
101-402-716.000	Medical Insurance	282.00	49.12	232.88	17.42
101-402-718.000	Retirement	110.00	6.17	103.83	5.61
101-402-864.000	WORKSHOPS	132.00	0.00	132.00	0.00
101-402-905.000	Printing & Publications	375.00	90.00	285.00	24.00
		436.00	0.00	436.00	0.00
Total Dept 402 - Board of Appeals		5,224.00	787.27	4,436.73	15.07
Dept 441 - DPW					
101-441-704.000	Wages				
101-441-704.010	WAGES - ADMIN	39,402.00	47,688.35	(8,286.35)	121.03
101-441-705.000	Clerical	9,240.00	8,724.40	515.60	94.42
101-441-709.000	Overtime	4,840.00	4,193.25	646.75	86.64
101-441-715.000	FICA	1,000.00	0.00	1,000.00	0.00
101-441-716.000	Medical Insurance	4,168.00	4,566.16	(398.16)	109.55
101-441-718.000	Retirement	14,605.00	12,773.87	1,831.13	87.46
101-441-721.000	Uniform Allowance	11,430.00	11,449.82	(19.82)	100.17
101-441-723.000	Workers Compensation	900.00	427.50	472.50	47.50
101-441-740.000	Operating Supplies	2,019.00	836.10	1,182.90	41.41
101-441-787.000	Materials	2,400.00	2,755.10	(355.10)	114.80
101-441-803.000	Physicals	400.00	187.93	212.07	46.98
101-441-807.000	Audit	200.00	100.00	100.00	50.00
101-441-810.000	Contracted Services	1,700.00	1,875.50	(175.50)	110.32
101-441-856.000	Telephone	6,927.00	6,224.71	702.29	89.86
101-441-856.040	Cellular Phone Fees	1,755.00	690.74	1,064.26	39.36
101-441-865.010	Meals per Union Contract	806.00	920.20	(114.20)	114.17
101-441-905.000	Printing & Publications	100.00	0.00	100.00	0.00
101-441-910.000	Insurance	150.00	0.00	150.00	0.00
101-441-921.000	ELECTRIC - EDISON	11,789.00	12,699.60	(910.60)	107.72
101-441-923.000	Heat	0.00	179.77	(179.77)	100.00
101-441-943.000	Equipment Rental	5,610.00	4,564.06	1,045.94	81.36
101-441-956.000	Miscellaneous	40,000.00	2,632.56	37,367.44	6.58
101-441-960.000	Education/Safety Management	0.00	(1,097.86)	1,097.86	100.00
		185.00	0.00	185.00	0.00
Total Dept 441 - DPW		159,626.00	122,391.76	37,234.24	76.67
Dept 442 - Tree Replacement Program					
101-442-704.000	Wages				
101-442-715.000	FICA	0.00	350.28	(350.28)	100.00
101-442-740.000	Operating Supplies	0.00	26.12	(26.12)	100.00
101-442-787.000	Materials	0.00	11.97	(11.97)	100.00
		500.00	499.90	0.10	99.98



User: TONICA

DB: Oxford

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	04/30/2020 (ABNORMA)	BALANCE (ABNORMA)	
Fund 101 - General Fund					
Expenditures					
101-442-943.000	Equipment Rental	0.00	65.73	(65.73)	100.00
Total Dept 442 - Tree Replacement Program		500.00	954.00	(454.00)	190.80
Dept 443 - Downtown Maintenance					
101-443-704.000	Wages	26,298.00	22,126.31	4,171.69	84.14
101-443-709.000	Overtime	4,000.00	1,837.73	2,162.27	45.94
101-443-715.000	FICA	2,318.00	1,783.61	534.39	76.95
101-443-716.000	Medical Insurance	7,765.00	7,878.17	(113.17)	101.46
101-443-718.000	Retirement	7,451.00	8,489.21	(1,038.21)	113.93
101-443-723.000	Workers Compensation	404.00	167.22	236.78	41.39
101-443-787.000	Materials	1,500.00	1,347.77	152.23	89.85
101-443-943.000	Equipment Rental	0.00	9,928.38	(9,928.38)	100.00
Total Dept 443 - Downtown Maintenance		49,736.00	53,558.40	(3,822.40)	107.69
Dept 444 - Parking Lot Maint/Const.					
101-444-704.000	Wages	9,526.00	16,554.77	(7,028.77)	173.79
101-444-709.000	Overtime	2,200.00	2,470.62	(270.62)	112.30
101-444-715.000	FICA	897.00	1,418.01	(521.01)	158.08
101-444-716.000	Medical Insurance	2,533.00	3,094.16	(561.16)	122.15
101-444-718.000	Retirement	2,193.00	3,485.67	(1,292.67)	158.95
101-444-723.000	Workers Compensation	404.00	167.22	236.78	41.39
101-444-787.000	Materials	1,500.00	1,235.95	264.05	82.40
101-444-943.000	Equipment Rental	0.00	16,151.60	(16,151.60)	100.00
Total Dept 444 - Parking Lot Maint/Const.		19,253.00	44,578.00	(25,325.00)	231.54
Dept 448 - Street Lighting					
101-448-767.030	Lighting Pole Replacement	1,000.00	0.00	1,000.00	0.00
101-448-787.000	Materials	1,000.00	284.91	715.09	28.49
101-448-810.000	Contracted Services	5,000.00	2,097.00	2,903.00	41.94
101-448-921.000	Electric	33,000.00	25,548.24	7,451.76	77.42
Total Dept 448 - Street Lighting		40,000.00	27,930.15	12,069.85	69.83
Dept 528 - Rubbish Contracts					
101-528-704.000	Wages	2,640.00	134.42	2,505.58	5.09
101-528-704.010	RUBBISH ADMIN WAGES	0.00	2,224.14	(2,224.14)	100.00
101-528-705.000	Clerical	1,834.00	1,349.40	484.60	73.58
101-528-715.000	RUBBISH FICA	342.00	273.37	68.63	79.93
101-528-716.000	Medical Insurance	112.00	24.39	87.61	21.78
101-528-718.000	Retirement	154.00	0.00	154.00	0.00
101-528-808.000	Rubbish Collection Contract	160,132.00	136,318.68	23,813.32	85.13
101-528-808.010	Commercial Rubbish Contract	34,663.00	29,670.80	4,992.20	85.60
Total Dept 528 - Rubbish Contracts		199,877.00	169,995.20	29,881.80	85.05
Dept 751 - Parks					
101-751-704.000	Wages	11,305.00	8,235.27	3,069.73	72.85
101-751-704.010	WAGES - ADMIN	2,090.00	2,866.13	(776.13)	137.14
101-751-705.000	Clerical	914.00	700.80	213.20	76.67
101-751-707.010	Beach Wages	7,600.00	4,035.53	3,564.47	53.10
101-751-709.000	Overtime	400.00	233.99	166.01	58.50
101-751-715.000	FICA	1,707.00	1,212.21	494.79	71.01
101-751-716.000	Medical Insurance	4,154.00	3,378.53	775.47	81.33
101-751-718.000	Retirement	3,492.00	3,287.77	204.23	94.15
101-751-723.000	Workers Compensation	404.00	167.22	236.78	41.39
101-751-725.000	Unemployment	100.00	0.00	100.00	0.00
101-751-740.000	Operating Supplies	1,000.00	188.07	811.93	18.81
101-751-787.000	Materials	1,000.00	36.95	963.05	3.70
101-751-803.000	Physicals	300.00	0.00	300.00	0.00
101-751-810.000	Contracted Services	2,000.00	1,134.42	865.58	56.72
101-751-905.000	Printing & Publications	150.00	0.00	150.00	0.00
101-751-910.000	Insurance	3,537.00	3,809.88	(272.88)	107.72
101-751-921.000	Electric	0.00	351.72	(351.72)	100.00
101-751-927.000	WATER-PARKS	0.00	443.43	(443.43)	100.00
101-751-943.000	Equipment Rental	0.00	5,042.82	(5,042.82)	100.00
Total Dept 751 - Parks		40,153.00	35,124.74	5,028.26	87.48

REVENUE AND EXPENDITURE REPORT FOR OXFORD VILLAGE

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	04/30/2020 NORMAL (ABNORMA	NORMAL	BALANCE (ABNORMA	
Fund 101 - General Fund						
Expenditures						
Dept 852 - Interlocal Gov't. Contracts						
101-852-704.002	Wages - Civic Center Maintena					
101-852-709.002	Overtime - Civic Center	4,443.00	6,172.13	(1,729.13)	138.92	
101-852-715.000	FICA	800.00	170.17	629.83	21.27	
101-852-716.000	Medical Insurance	401.00	475.19	(74.19)	118.50	
101-852-718.000	Retirement	1,725.00	1,867.06	(142.06)	108.24	
101-852-723.000	Workers Compensation	1,346.00	1,668.38	(322.38)	123.95	
101-852-787.002	Material - Civic Center	404.00	167.22	236.78	41.39	
101-852-810.000	Contracted Services	1,000.00	34.11	965.89	3.41	
101-852-943.000	Equipment Rental	8,000.00	10,130.16	8,269.84	55.06	
		0.00	2,841.23	(2,841.23)	100.00	
Total Dept 852 - Interlocal Gov't. Contracts		18,119.00	23,525.65	4,993.35	82.49	
Dept 960 - Public Relations						
101-960-704.000	WAGES-PART TIME STAFF					
101-960-715.000	FICA-COMMUNITY PROMOTIONS	20,000.00	9,586.07	10,413.93	47.93	
101-960-880.000	Community Promotion	0.00	719.22	(719.22)	100.00	
101-960-880.010	Downtown Christmas Decoration	2,500.00	4,058.30	(58.30)	101.46	
101-960-880.020	Cable Commission	1,000.00	0.00	1,000.00	0.00	
		6,728.00	5,675.84	1,052.16	84.36	
Total Dept 960 - Public Relations		30,228.00	20,039.43	11,688.57	63.16	
Dept 999 - Miscellaneous						
101-999-704.050	Youth Assistantce Wages					
101-999-715.000	FICA	10,100.00	6,951.01	3,148.99	68.82	
101-999-999.204	Municipal Streets	500.00	475.52	24.48	95.10	
101-999-999.401	Transfser out to Vill. Const.	233,343.00	315,423.17	(82,080.17)	135.18	
		45,000.00	0.00	45,000.00	0.00	
Total Dept 999 - Miscellaneous		288,943.00	322,849.70	(33,906.70)	111.73	
TOTAL EXPENDITURES		2,020,521.00	1,770,447.92	282,951.08	86.22	
Fund 101 - General Fund:						
TOTAL REVENUES		1,934,838.00	1,804,709.77	137,651.23	92.91	
TOTAL EXPENDITURES		2,020,521.00	1,770,447.92	282,951.08	86.22	
NET OF REVENUES & EXPENDITURES		(85,683.00)	34,261.85	(145,299.85)	30.86	

REVENUE AND EXPENDITURE REPORT FOR OXFORD VILLAGE

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	YTD BALANCE 04/30/2020 NORMAL (ABNORMA)	AVAILABLE BALANCE NORMAL (ABNORMA)	% BDGT USED
Fund 202 - Major Street Fund					
Revenues					
Dept 000					
202-000-547.000	Gas and Weight Tax				
202-000-547.010	Road Building	201,000.00	195,657.89	5,342.11	97.34
202-000-665.000	Interest Earnings	23,000.00	26,689.00	(3,689.00)	116.04
		500.00	5,074.09	(4,574.09)	1,014.82
Total Dept 000		224,500.00	227,420.98	(2,920.98)	101.30
TOTAL REVENUES		224,500.00	227,420.98	(2,920.98)	101.30
Expenditures					
Dept 455 - Construction					
202-455-821.000	Engineering	2,000.00	0.00	2,000.00	0.00
Total Dept 455 - Construction		2,000.00	0.00	2,000.00	0.00
Dept 463 - Surface					
202-463-704.000	Wages				
202-463-709.000	Overtime	23,312.00	13,917.30	9,394.70	59.70
202-463-710.010	Leave Time Buyout	300.00	0.00	300.00	0.00
202-463-715.000	FICA	2,000.00	0.00	2,000.00	0.00
202-463-716.000	Medical Insurance	1,883.00	1,031.95	851.05	54.80
202-463-718.000	Retirement	6,701.00	5,615.11	1,085.89	83.80
202-463-721.000	Uniform Allowance	5,023.00	5,005.22	17.78	99.65
202-463-723.000	Workers Compensation	900.00	369.00	531.00	41.00
202-463-787.000	Materials	538.00	222.96	315.04	41.44
202-463-810.000	Contracted Services	3,000.00	1,502.16	1,497.84	50.07
202-463-810.100	Sidewalks	180,883.00	191,434.30	(10,551.30)	105.83
202-463-943.000	Equipment Rental	3,000.00	0.00	3,000.00	0.00
202-463-960.000	Education/Safety Management	18,000.00	13,556.77	4,443.23	75.32
		185.00	35.96	149.04	19.44
Total Dept 463 - Surface		245,725.00	232,690.73	13,034.27	94.70
Dept 464 - Non-motorized					
202-464-810.000	Contracted Services	2,302.00	2,451.50	(149.50)	106.49
Total Dept 464 - Non-motorized		2,302.00	2,451.50	(149.50)	106.49
Dept 474 - Traffic					
202-474-704.000	Wages				
202-474-709.000	Overtime	1,811.00	1,979.65	(168.65)	109.31
202-474-715.000	FICA	200.00	0.00	200.00	0.00
202-474-716.000	Medical Insurance	154.00	148.72	5.28	96.57
202-474-718.000	Retirement	679.00	541.14	137.86	79.70
202-474-787.000	Materials	460.00	448.17	11.83	97.43
202-474-810.000	Contracted Services	1,500.00	780.42	719.58	52.03
202-474-810.090	Signal Maintenance	6,500.00	3,451.63	3,048.37	53.10
202-474-943.000	Equipment Rental	7,500.00	4,339.23	3,160.77	57.86
		1,000.00	630.51	369.49	63.05
Total Dept 474 - Traffic		19,804.00	12,319.47	7,484.53	62.21
Dept 478 - Snow & Ice					
202-478-704.000	Wages				
202-478-709.000	Overtime	8,213.00	1,273.20	6,939.80	15.50
202-478-715.000	FICA	3,000.00	1,477.36	1,522.64	49.25
202-478-716.000	Medical Insurance	858.00	206.40	651.60	24.06
202-478-718.000	Retirement	3,245.00	2,638.34	606.66	81.30
202-478-787.000	Materials	2,364.00	2,290.00	74.00	96.87
202-478-910.000	Insurance	20,000.00	17,789.98	2,210.02	88.95
202-478-943.000	Equipment Rental	1,179.00	1,269.96	(90.96)	107.72
		5,500.00	3,924.90	1,575.10	71.36
Total Dept 478 - Snow & Ice		44,359.00	30,870.14	13,488.86	69.59
Dept 484 - Wages Administration					
202-484-807.000	Audit				
202-484-910.000	Insurance	850.00	937.75	(87.75)	110.32
		1,179.00	0.00	1,179.00	0.00
Total Dept 484 - Wages Administration		2,029.00	937.75	1,091.25	46.22
TOTAL EXPENDITURES		316,219.00	279,269.59	36,949.41	88.32

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REVENUE AND EXPENDITURE REPORT FOR OXFORD VILLAGE  
PERIOD ENDING 04/30/2020

Page: 8/15

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	YTD BALANCE 04/30/2020 NORMAL (ABNORMA	AVAILABLE BALANCE NORMAL (ABNORMA	% BDGT USED
Fund 202 - Major Street Fund					
Fund 202 - Major Street Fund:					
TOTAL REVENUES					
TOTAL EXPENDITURES		224,500.00	227,420.98	(2,920.98)	101.30
NET OF REVENUES & EXPENDITURES		316,219.00	279,269.59	36,949.41	88.32
		(91,719.00)	(51,848.61)	(39,870.39)	56.53



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PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	04/30/2020 NORMAL (ABNORMA	BALANCE NORMAL (ABNORMA	
Fund 203 - Local Street Fund					
Revenues					
Dept 000					
203-000-547.000	Gas and Weight Tax	75,500.00	69,065.54	6,434.46	91.48
203-000-630.000	METRO FEES	11,000.00	0.00	11,000.00	0.00
203-000-665.000	Interest Earnings	0.00	1,006.36	(1,006.36)	100.00
Total Dept 000		86,500.00	70,071.90	16,428.10	81.01
TOTAL REVENUES		86,500.00	70,071.90	16,428.10	81.01
Expenditures					
Dept 463 - Surface					
203-463-704.000	Wages	18,515.00	19,681.82	(1,166.82)	106.30
203-463-709.000	Overtime	500.00	0.00	500.00	0.00
203-463-715.000	FICA	1,455.00	1,463.40	(8.40)	100.58
203-463-716.000	Medical Insurance	7,120.00	5,944.86	1,175.14	83.50
203-463-718.000	Retirement	5,289.00	5,270.19	18.81	99.64
203-463-723.000	Workers Compensation	538.00	222.96	315.04	41.44
203-463-787.000	Materials	3,500.00	1,779.34	1,720.66	50.84
203-463-810.000	Contracted Services	3,883.00	5,402.90	(1,519.90)	139.14
203-463-810.100	Sidewalks	3,500.00	0.00	3,500.00	0.00
203-463-943.000	Equipment Rental	14,000.00	16,673.29	(2,673.29)	119.09
203-463-960.000	Education/Safety Management	185.00	0.00	185.00	0.00
Total Dept 463 - Surface		58,485.00	56,438.76	2,046.24	96.50
Dept 474 - Traffic					
203-474-704.000	Wages	2,177.00	2,787.23	(610.23)	128.03
203-474-709.000	Overtime	150.00	0.00	150.00	0.00
203-474-715.000	FICA	178.00	211.37	(33.37)	118.75
203-474-716.000	Medical Insurance	803.00	636.37	166.63	79.25
203-474-718.000	Retirement	537.00	528.34	8.66	98.39
203-474-787.000	Materials	1,000.00	619.33	380.67	61.93
203-474-810.000	Contracted Services	200.00	0.00	200.00	0.00
203-474-943.000	Equipment Rental	1,000.00	1,355.94	(355.94)	135.59
Total Dept 474 - Traffic		6,045.00	6,138.58	(93.58)	101.55
Dept 478 - Snow & Ice					
203-478-704.000	Wages	5,598.00	2,683.95	2,914.05	47.94
203-478-709.000	Overtime	4,000.00	2,431.61	1,568.39	60.79
203-478-715.000	FICA	734.00	384.23	349.77	52.35
203-478-716.000	Medical Insurance	2,173.00	1,825.58	347.42	84.01
203-478-718.000	Retirement	1,642.00	1,635.69	6.31	99.62
203-478-787.000	Materials	18,000.00	13,663.60	4,336.40	75.91
203-478-910.000	Insurance	0.00	1,269.96	(1,269.96)	100.00
203-478-943.000	Equipment Rental	6,000.00	7,574.44	(1,574.44)	126.24
Total Dept 478 - Snow & Ice		38,147.00	31,469.06	6,677.94	82.49
Dept 484 - Wages Administration					
203-484-807.000	Audit	850.00	937.75	(87.75)	110.32
203-484-910.000	Insurance	1,179.00	0.00	1,179.00	0.00
Total Dept 484 - Wages Administration		2,029.00	937.75	1,091.25	46.22
TOTAL EXPENDITURES		104,706.00	94,984.15	9,721.85	90.72
Fund 203 - Local Street Fund:					
TOTAL REVENUES		86,500.00	70,071.90	16,428.10	81.01
TOTAL EXPENDITURES		104,706.00	94,984.15	9,721.85	90.72
NET OF REVENUES & EXPENDITURES		(18,206.00)	(24,912.25)	6,706.25	136.84

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PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	04/30/2020 NORMAL (ABNORMA	BALANCE (ABNORMA	
Fund 296 - DDA Operating					
Revenues					
Dept 000					
296-000-401.000	Township Operating	209,000.00	200,570.28	8,429.72	95.97
296-000-401.010	Village Revenue	179,000.00	154,638.23	24,361.77	86.39
296-000-401.020	STATE PERSONAL PROPERTY TAX	22,000.00	30,867.48	(8,867.48)	140.31
296-000-412.000	Delinquent Property Taxes	1,000.00	2,912.70	(1,912.70)	291.27
296-000-665.000	Interest Earnings	2,000.00	6,443.52	(4,443.52)	322.18
296-000-671.040	Scarecrow Festival	2,500.00	1,400.00	1,100.00	56.00
296-000-671.080	Concerts in the Park	4,000.00	0.00	4,000.00	0.00
296-000-671.090	Holiday Promotions	6,000.00	4,280.00	1,720.00	71.33
Total Dept 000		425,500.00	401,112.21	24,387.79	94.27
TOTAL REVENUES		425,500.00	401,112.21	24,387.79	94.27
Expenditures					
Dept 729 - Organization/Administration					
296-729-704.000	Wages	57,500.00	43,391.40	14,108.60	75.46
296-729-705.000	CLERICAL COMMUNICATIONS	0.00	3,139.87	(3,139.87)	100.00
296-729-715.000	FICA	4,399.00	3,319.41	1,079.59	75.46
296-729-715.001	FICA COMMUNICATIONS	0.00	240.21	(240.21)	100.00
296-729-716.000	Medical Insurance	22,000.00	17,555.43	4,444.57	79.80
296-729-716.001	LIFE, ST/LT DISABILITY	0.00	573.36	(573.36)	100.00
296-729-718.000	Retirement	5,750.00	3,970.88	1,779.12	69.06
296-729-723.000	Workers Compensation	538.00	222.96	315.04	41.44
296-729-727.000	Office Supplies	500.00	826.13	(326.13)	165.23
296-729-730.000	Postage	200.00	43.56	156.44	21.78
296-729-807.000	Audit	850.00	937.75	(87.75)	110.32
296-729-810.000	Contracted Services	583.00	1,009.10	(426.10)	173.09
296-729-810.011	Downtown Cleaning	50,000.00	37,500.03	12,499.97	75.00
296-729-810.111	Enforcement Transfer	25,000.00	18,870.03	6,129.97	75.48
296-729-810.140	Contracted Services - Website	1,200.00	1,242.34	(42.34)	103.53
296-729-810.150	Contracted Services - Advert	3,000.00	0.00	3,000.00	0.00
296-729-810.170	Contracted Services - Admin.	6,600.00	210.00	6,390.00	3.18
296-729-830.000	Membership & Dues	1,000.00	855.00	145.00	85.50
296-729-856.040	Cellular Phone Fees	627.00	472.20	154.80	75.31
296-729-864.000	Workshops	200.00	50.00	150.00	25.00
296-729-864.010	Director - Conference	1,500.00	0.00	1,500.00	0.00
296-729-866.000	Mileage	100.00	0.00	100.00	0.00
296-729-867.000	Lodging	150.00	437.59	(287.59)	291.73
296-729-868.000	Meals	150.00	119.21	30.79	79.47
296-729-900.000	Advertising	2,000.00	2,994.75	(994.75)	149.74
296-729-905.000	Printing & Publications	1,200.00	505.97	694.03	42.16
296-729-910.000	Insurance	3,297.00	3,174.90	122.10	96.30
296-729-920.000	Utilities	263.00	588.00	(325.00)	223.57
296-729-999.394	Transfer to Debt Service	136,425.00	82,776.74	53,648.26	60.68
296-729-999.494	Transfer Out - DDA Constructi	400,000.00	0.00	400,000.00	0.00
Total Dept 729 - Organization/Administration		725,032.00	225,026.82	500,005.18	31.04
Dept 730 - Design					
296-730-740.230	Operating Supplies - Flowers	2,250.00	0.00	2,250.00	0.00
296-730-740.250	Operating Supplies - Build In	0.00	449.44	(449.44)	100.00
296-730-810.000	Contracted Services	40,000.00	13,019.11	26,980.89	32.55
296-730-970.000	Capital Improvements	10,000.00	1,616.00	8,384.00	16.16
296-730-996.050	Grant - Sign	3,000.00	2,453.10	546.90	81.77
296-730-996.060	Grant - Facade	11,500.00	11,500.00	0.00	100.00
Total Dept 730 - Design		66,750.00	29,037.65	37,712.35	43.50
Dept 731 - Economic Restructuring					
296-731-810.000	Contracted Services	5,000.00	9,176.68	(4,176.68)	183.53
296-731-970.000	Capital Improvements	5,000.00	0.00	5,000.00	0.00
Total Dept 731 - Economic Restructuring		10,000.00	9,176.68	823.32	91.77
Dept 961 - Promotions					
296-961-740.310	Operating Supplies - Holiday	1,100.00	1,517.65	(417.65)	137.97
296-961-740.360	Operating Supplies - Scarecro	500.00	314.87	185.13	62.97
296-961-810.310	Contracted Services - Holiday	3,000.00	2,760.00	240.00	92.00
296-961-810.350	Contracted Services - Concert	3,400.00	3,540.00	(140.00)	104.12
296-961-810.360	Contracted Services - Scarecr	2,500.00	2,702.18	(202.18)	108.09
296-961-900.310	Advertising - Holiday Promoti	400.00	73.36	326.64	18.34

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REVENUE AND EXPENDITURE REPORT FOR OXFORD VILLAGE

Page: 11/15

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	YTD BALANCE 04/30/2020 NORMAL (ABNORMA	AVAILABLE BALANCE NORMAL (ABNORMA	% BDGT USED
Fund 296 - DDA Operating					
Expenditures					
296-961-900.350	Advertisting - Concerts	400.00	271.84	128.16	67.96
296-961-900.360	Advertising - Scarecrow	60.00	300.00	(240.00)	500.00
296-961-943.360	Equip Rental - Scarecrow	250.00	0.00	250.00	0.00
Total Dept 961 - Promotions		11,610.00	11,479.90	130.10	98.88
TOTAL EXPENDITURES		813,392.00	274,721.05	538,670.95	33.77
Fund 296 - DDA Operating:					
TOTAL REVENUES		425,500.00	401,112.21	24,387.79	94.27
TOTAL EXPENDITURES		813,392.00	274,721.05	538,670.95	33.77
NET OF REVENUES & EXPENDITURES		(387,892.00)	126,391.16	(514,283.16)	32.58

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	04/30/2020 NORMAL (ABNORMA	BALANCE NORMAL (ABNORMA	
Fund 590 - Sewer Fund					
Revenues					
Dept 000					
590-000-642.000	Collections	760,000.00	545,856.96	214,143.04	71.82
590-000-642.010	Penalties on Usage	8,000.00	7,776.06	223.94	97.20
590-000-665.000	Interest Earnings	2,000.00	12,320.45	(10,320.45)	616.02
590-000-672.050	New Connection	6,000.00	14,750.00	(8,750.00)	245.83
590-000-677.000	Reimbursements	0.00	299.90	(299.90)	100.00
Total Dept 000		776,000.00	581,003.37	194,996.63	74.87
TOTAL REVENUES		776,000.00	581,003.37	194,996.63	74.87
Expenditures					
Dept 521 - Sewer					
590-521-704.000	Wages	74,314.00	7,027.57	67,286.43	9.46
590-521-704.010	WAGES - ADMIN	6,600.00	4,918.29	1,681.71	74.52
590-521-705.000	Clerical	5,483.00	3,735.58	1,747.42	68.13
590-521-709.000	Overtime	0.00	133.50	(133.50)	100.00
590-521-715.000	FICA	6,609.00	1,199.17	5,409.83	18.14
590-521-716.000	Medical Insurance	15,654.00	10,923.97	4,730.03	69.78
590-521-718.000	Retirement	13,464.00	10,795.51	2,668.49	80.18
590-521-721.000	Uniform Allowance	900.00	382.99	517.01	42.55
590-521-723.000	Workers Compensation	1,346.00	557.40	788.60	41.41
590-521-727.000	Office Supplies	500.00	0.00	500.00	0.00
590-521-730.000	Postage	2,000.00	112.50	1,887.50	5.63
590-521-740.000	Operating Supplies	1,500.00	1,236.53	263.47	82.44
590-521-787.000	Materials	1,000.00	0.00	1,000.00	0.00
590-521-807.000	Audit	2,550.00	2,813.25	(263.25)	110.32
590-521-810.000	Contracted Services	13,161.00	6,564.23	6,596.77	49.88
590-521-815.000	Oakland County Usage Fees	437,820.00	301,705.10	136,114.90	68.91
590-521-826.000	Legal Fees	1,000.00	0.00	1,000.00	0.00
590-521-856.020	Telephone - DPW	134.00	0.00	134.00	0.00
590-521-905.000	Printing & Publications	100.00	0.00	100.00	0.00
590-521-910.000	Insurance	2,947.00	3,174.90	(227.90)	107.73
590-521-943.000	Equipment Rental	32,000.00	3,830.75	28,169.25	11.97
590-521-957.000	Contingency: Year End	10,000.00	0.00	10,000.00	0.00
590-521-960.000	Education/Safety Management	185.00	0.00	185.00	0.00
590-521-991.020	Bond - Interceptor	73,124.00	162,684.87	(18,899.11)	113.14
590-521-992.000	Fees	0.00	6.84	(6.84)	100.00
590-521-995.030	Interest Interceptor	18,752.00	36,944.56	(18,192.56)	197.02
Total Dept 521 - Sewer		721,143.00	558,747.51	233,057.25	70.57
Dept 622 - Environmental					
590-622-810.000	Contracted Services	5,000.00	0.00	5,000.00	0.00
Total Dept 622 - Environmental		5,000.00	0.00	5,000.00	0.00
TOTAL EXPENDITURES		726,143.00	558,747.51	238,057.25	70.12
Fund 590 - Sewer Fund:					
TOTAL REVENUES		776,000.00	581,003.37	194,996.63	74.87
TOTAL EXPENDITURES		726,143.00	558,747.51	238,057.25	70.12
NET OF REVENUES & EXPENDITURES		49,857.00	22,255.86	(43,060.62)	106.97



PERIOD ENDING 04/30/2020

		2019-20	YTD BALANCE	AVAILABLE	
		ORIGINAL	04/30/2020	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	NORMAL (ABNORMA	NORMAL (ABNORMA	USED
Fund 591 - Water Fund					
Revenues					
Dept 000					
591-000-639.000	Installations - Tap	1,600.00	0.00	1,600.00	0.00
591-000-642.000	Collections	750,000.00	271,850.31	478,149.69	36.25
591-000-642.010	Penalties on Usage	9,000.00	6,974.84	2,025.16	77.50
591-000-642.020	Shut off Charge	0.00	160.00	(160.00)	100.00
591-000-642.030	Collections - Fixed	0.00	236,829.77	(236,829.77)	100.00
591-000-665.000	Interest Earnings	3,500.00	6,649.02	(3,149.02)	189.97
591-000-672.060	Capital Charges	4,000.00	13,918.40	(9,918.40)	347.96
591-000-677.000	Reimbursements	0.00	252.00	(252.00)	100.00
591-000-686.000	Miscellaneous	0.00	7,190.00	(7,190.00)	100.00
Total Dept 000		768,100.00	543,824.34	224,275.66	70.80
TOTAL REVENUES		768,100.00	543,824.34	224,275.66	70.80
Expenditures					
Dept 556 - Water Maintenance					
591-556-704.000	Wages	94,642.00	26,574.31	68,067.69	28.08
591-556-704.010	WAGES - ADMIN	11,660.00	6,672.24	4,987.76	57.22
591-556-704.060	Incentives	300.00	0.00	300.00	0.00
591-556-705.000	Clerical	9,139.00	3,735.58	5,403.42	40.88
591-556-709.000	Overtime	500.00	1,277.85	(777.85)	255.57
591-556-715.000	FICA	8,869.00	2,859.04	6,009.96	32.24
591-556-716.000	Medical Insurance	29,449.00	22,204.80	7,244.20	75.40
591-556-718.000	Retirement	26,611.00	23,717.48	2,893.52	89.13
591-556-721.000	Uniform Allowance	600.00	397.00	203.00	66.17
591-556-723.000	Workers Compensation	2,019.00	836.10	1,182.90	41.41
591-556-727.000	Office Supplies	100.00	0.00	100.00	0.00
591-556-730.000	Postage	4,200.00	3,488.90	711.10	83.07
591-556-740.000	Operating Supplies	1,500.00	1,647.61	(147.61)	109.84
591-556-754.000	Tools	700.00	0.00	700.00	0.00
591-556-787.000	Materials	3,200.00	2,452.37	747.63	76.64
591-556-807.000	Audit	2,550.00	3,751.00	(1,201.00)	147.10
591-556-810.000	Contracted Services	25,897.00	32,530.74	(6,633.74)	125.62
591-556-821.000	Engineering	6,000.00	0.00	6,000.00	0.00
591-556-826.000	Legal Fees	1,500.00	0.00	1,500.00	0.00
591-556-856.020	Telephone - DPW	134.00	0.00	134.00	0.00
591-556-943.000	Equipment Rental	36,000.00	13,737.44	22,262.56	38.16
591-556-956.000	Miscellaneous	0.00	56.84	(56.84)	100.00
591-556-960.000	Education/Safety Management	1,385.00	696.00	689.00	50.25
591-556-970.000	Capital Improvements	34,000.00	31,710.00	2,290.00	93.26
Total Dept 556 - Water Maintenance		300,955.00	178,345.30	122,609.70	59.26
Dept 557 - Water Plant					
591-557-730.000	Postage	100.00	455.40	(355.40)	455.40
591-557-740.000	Operating Supplies	1,200.00	150.00	1,050.00	12.50
591-557-743.000	Chemicals	52,000.00	39,643.38	12,356.62	76.24
591-557-751.000	Diesel Fuel and Gas	1,000.00	319.05	680.95	31.91
591-557-787.000	Materials	5,500.00	3,451.00	2,049.00	62.75
591-557-810.000	Contracted Services	45,477.00	44,044.04	1,432.96	96.85
591-557-856.000	Telephone	2,925.00	2,138.37	786.63	73.11
591-557-910.000	Insurance	12,968.00	13,969.56	(1,001.56)	107.72
591-557-921.000	Electric	35,655.00	25,920.85	9,734.15	72.70
591-557-923.000	Heat	1,239.00	782.68	456.32	63.17
591-557-924.000	Sewer	1,200.00	280.49	919.51	23.37
591-557-927.000	Water	2,200.00	162.90	2,037.10	7.40
591-557-931.000	Building Maintenance	500.00	29.95	470.05	5.99
591-557-933.010	Equipment Maintenance Contrac	2,500.00	0.00	2,500.00	0.00
591-557-958.000	Membership & Dues	500.00	0.00	500.00	0.00
591-557-991.000	Principal	237,864.00	0.00	237,864.00	0.00
591-557-992.000	Fees	0.00	355.00	(355.00)	100.00
591-557-995.000	Interest	24,088.00	24,087.50	0.50	100.00
Total Dept 557 - Water Plant		426,916.00	155,790.17	271,125.83	36.49
TOTAL EXPENDITURES		727,871.00	334,135.47	393,735.53	45.91
Fund 591 - Water Fund:					
TOTAL REVENUES		768,100.00	543,824.34	224,275.66	70.80
TOTAL EXPENDITURES		727,871.00	334,135.47	393,735.53	45.91

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REVENUE AND EXPENDITURE REPORT FOR OXFORD VILLAGE  
PERIOD ENDING 04/30/2020

Page: 14/15

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	YTD BALANCE 04/30/2020 NORMAL (ABNORMA	AVAILABLE BALANCE NORMAL (ABNORMA	% BDGT USED
Fund 591 - Water Fund					
NET OF REVENUES & EXPENDITURES		40,229.00	209,688.87	(169,459.87)	521.24

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PERIOD ENDING 04/30/2020

		2019-20	YTD BALANCE	AVAILABLE	
		ORIGINAL	04/30/2020	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	NORMAL (ABNORMA	NORMAL (ABNORMA	USED
Fund 661 - Motor Equipment - DPW					
Revenues					
Dept 000					
661-000-665.000	Interest Earnings	2,000.00	4,242.32	(2,242.32)	212.12
661-000-676.202	Major Streets Equipment Renta	18,000.00	18,112.18	(112.18)	100.62
661-000-676.203	Local Streets Equipment Renta	14,000.00	25,603.67	(11,603.67)	182.88
661-000-676.441	DPW Equipment Rental	40,000.00	36,662.32	3,337.68	91.66
661-000-676.590	Sewer Equipment Rental	32,000.00	3,830.75	28,169.25	11.97
661-000-676.591	Water Equipment Rental	36,000.00	13,737.44	22,262.56	38.16
Total Dept 000		142,000.00	102,188.68	39,811.32	71.96
TOTAL REVENUES		142,000.00	102,188.68	39,811.32	71.96
Expenditures					
Dept 958 - Motor Equipment					
661-958-704.000	Wages	13,533.00	32,242.93	(18,709.93)	238.25
661-958-709.000	Overtime	300.00	0.00	300.00	0.00
661-958-710.010	Leave Time Buyout	1,800.00	0.00	1,800.00	0.00
661-958-715.000	FICA	1,196.00	2,391.94	(1,195.94)	199.99
661-958-716.000	Medical Insurance	5,119.00	4,225.82	893.18	82.55
661-958-718.000	Retirement	3,726.00	3,712.99	13.01	99.65
661-958-721.000	Uniform Allowance	900.00	599.97	300.03	66.66
661-958-723.000	Workers Compensation	1,346.00	557.40	788.60	41.41
661-958-751.000	Diesel Fuel and Gas	12,000.00	9,107.51	2,892.49	75.90
661-958-752.000	Oil and Grease	1,000.00	1,622.02	(622.02)	162.20
661-958-753.000	Anti-Freeze	150.00	0.00	150.00	0.00
661-958-754.000	Tools	500.00	923.31	(423.31)	184.66
661-958-776.000	DPW Building Maint and Suppli	800.00	561.44	238.56	70.18
661-958-781.030	DPW Repair Parts	10,000.00	10,810.93	(810.93)	108.11
661-958-807.000	Audit	1,700.00	1,875.50	(175.50)	110.32
661-958-810.000	Contracted Services	10,167.00	9,303.97	863.03	91.51
661-958-910.000	Insurance	8,842.00	9,524.70	(682.70)	107.72
661-958-960.000	Education/Safety Management	200.00	60.00	140.00	30.00
661-958-979.000	DPW Equipment	2,000.00	0.00	2,000.00	0.00
Total Dept 958 - Motor Equipment		75,279.00	87,520.43	(12,241.43)	116.26
TOTAL EXPENDITURES		75,279.00	87,520.43	(12,241.43)	116.26
Fund 661 - Motor Equipment - DPW:					
TOTAL REVENUES		142,000.00	102,188.68	39,811.32	71.96
TOTAL EXPENDITURES		75,279.00	87,520.43	(12,241.43)	116.26
NET OF REVENUES & EXPENDITURES		66,721.00	14,668.25	52,052.75	21.98
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		4,357,438.00	3,730,331.25	634,629.75	85.46
TOTAL EXPENDITURES - ALL FUNDS		4,784,131.00	3,399,826.12	1,487,844.64	69.56
NET OF REVENUES & EXPENDITURES		(426,693.00)	330,505.13	(853,214.89)	63.23

**VILLAGE OF OXFORD  
COUNTY OF OAKLAND  
STATE OF MICHIGAN**

**RESOLUTION 20-09  
TO INCLUDE DELINQUENT SPECIALS TO BE PLACED ON THE 2020 TAX  
ROLL**

WHEREAS, the Village of Oxford has a listing of delinquent garbage/rubbish, mowing, delinquent sewer, unpaid snow removal fines, NSF fees, delinquent water amounts and Turn on/off fees that need to be certified to the 2020 tax roll.

WHEREAS, the total of the attached list (Exhibit A) of delinquent accounts to be transferred to the 2020 Tax Roll is \$ 8,542.51 and is itemized below as:

SEW100/Delq Sewer, WAT100/Delq Water, GAR100/Garbage/Rubbish-\$ \$7,494.63  
MOW100-Mowing-\$ 271.29  
SNOW 100- \$ 0  
NSF-NSF Fee-\$0  
TURN ON/OFF FEES: \$ 0  
ADMIN FEE: \$ 776.59

NOW, THEREFORE, BE IT RESOLVED, that the Oxford Village Council authorizes the Township Assessor to spread the above special assessment amounts on the 2020 Village Tax Roll.

MOTION: by \_\_\_\_\_ SECOND: by \_\_\_\_\_

Ayes:

Nays:

Absent:

Adopted at a regular meeting of the Oxford Village Council held on the 12<sup>th</sup> of May 2020

\_\_\_\_\_  
Teresa L Onica, Clerk/Treasurer

STATE OF MICHIGAN)

)ss

COUNTY OF OAKLAND)

I, Teresa L Onica, duly appointed Clerk/Treasurer of the Village of Oxford do hereby certify that the foregoing is a true copy of a Resolution adopted by the Village of Oxford at a regular meeting of the Village Council held on the 12<sup>th</sup> of May, 2020.

\_\_\_\_\_  
Teresa L Onica, CMC

## Memorandum



To: Honorable President, Joseph Frost  
Council Members

From: Tere Onica, Clerk/Treasurer

Date: May 5, 2020

Re: First Reading of Zoning Ordinance 411- Amendment, Prohibition of Marihuana Establishments.

---

**Background:** At the April 14<sup>th</sup> regular meeting, council did motion and approve to hold the first reading to amend Ordinance 411, Prohibition of Marihuana Establishments on May 12<sup>th</sup> and to hold the public hearing at the second reading.

**Analysis:** The language amending the ordinance prohibiting marihuana basically changes Section VI, the Repeal and Sunset Provision to December 31, 2020. This will give the Village of Oxford time to make the changes recommended by the village attorney removing the Special Land Use Language and create an application process for Adult Use Marihuana Establishments. There is currently emerging litigation against the City of Warren code of ordinances because it limits the number of provisioning center license which can be granted. There are other lawsuits against municipalities pending that impel this delay to spare the village from costly litigation from the marijuana industry. To protect the village from the current sunset provision with the ordinance not yet ready, we must schedule the Public Hearing and Second Reading of the amended language on the May 26<sup>th</sup> meeting agenda. Ordinance publication will follow on May 29<sup>th</sup> with the new sunset date of December 31, 2020 taking effect on June 29<sup>th</sup>.

**Recommendation:** To schedule the Public Hearing and Second Reading to amend Ordinance No. 411, Prohibition of Marihuana Establishments at the next scheduled meeting, May 26, 2020.

Village Clerk/Treasurer,  
Tere Onica

Adopted: May , 2020  
Published: May 29, 2020  
Effective Date: June 29, 2020

**THE VILLAGE OF OXFORD ORDAINS:**

**ORD. No. 411 PROHIBITION OF MARIHUANA ESTABLISHMENTS  
ORDINANCE IS HEREBY AMENDED TO READ AS FOLLOWS:**

An ordinance to provide a title for the ordinance; to define words; to prohibit marihuana establishments within the boundaries of the Village of Oxford pursuant to Initiated Law 1 of 2018, MCL 333.27951 et seq., or as otherwise codified or amended; to provide penalties for violation of this ordinance; to provide for severability; to repeal all ordinances or parts of ordinances in conflict therewith; and to provide an effective date.

**SECTION I**

**TITLE**

This ordinance shall be known as and may be cited as the Village of Oxford Prohibition of Marihuana Establishments Ordinance.

**SECTION II**

**DEFINITIONS**

Words used herein shall have the definitions as provided for in Initiated Law 1 of 2018, MCL 333.27951 et seq., specifically at MCL 333.27953, or as otherwise codified or amended.

**SECTION III**

**NO MARIHUANA ESTABLISHMENTS**

The Village of Oxford hereby prohibits all marihuana establishments within the boundaries of the Village of Oxford pursuant to Initiated Law 1 of 2018, MCL 333.27951 et seq., specifically at MCL 333.27956, or as otherwise codified or amended.

**SECTION IV**

**VIOLATIONS AND PENALTIES**

1. Any person who disobeys neglects or refuses to comply with any provision of this ordinance or who causes allows or consents to any of the same shall be deemed to be responsible for the violation of this ordinance. A violation of this ordinance is deemed to be a nuisance per se.



2. A violation of this ordinance is a municipal civil infraction, for which the fines shall not be less than \$100 nor more than \$500, in the discretion of the Court. The foregoing sanctions shall be in addition to the rights of the Village of Oxford to proceed at law or equity with other appropriate and proper remedies. Additionally, the violator shall pay costs which may include all expenses, direct and indirect, which the Village of Oxford incurs in connection with the municipal civil infraction.

3. Each day during which any violation continues shall be deemed a separate offense.

4. The Village of Oxford may seek injunctive relief against persons alleged to be in violation of this ordinance, and such other relief as may be provided by law.

5. This ordinance shall be administered and enforced by the Ordinance Enforcement Officer of the Village of Oxford or by such other person(s) as designated by the Village of Oxford Manager or the Village of Oxford Council from time to time.

## **SECTION V**

### **SEVERABILITY**

The provisions of this ordinance are hereby declared to be severable. If any clause, sentence, word, section or provision is hereafter declared void or unenforceable for any reason by a court of competent jurisdiction, it shall not affect the remainder of such ordinance which shall continue in full force and effect.

## **SECTION VI**

### **REPEAL AND SUNSET PROVISION**

All ordinance or parts of ordinances in conflict herewith are hereby repealed. This ordinance shall be repealed and held for naught on ~~June 30, 2020~~ December 31, 2020 with no additional action of the Village of Oxford Council required to effectuate the repeal.

## **SECTION VII**

### **EFFECTIVE DATE**

This ordinance shall take effect 30 days after publication.

I, Teresa Onica, the duly elected and acting Clerk of the Village of Oxford, hereby certify that the foregoing ordinance was adopted by the Village of Oxford Council by a roll call vote at a regular meeting of the Village of Oxford held on the 26th day of May, 2020, at which meeting a quorum was present; and that the ordinance was ordered to take effect 30 days after publication.

---

**Village of Oxford Clerk**

**Adopted: May 26, 2020**

**Published: May 29, 2020**

**Effective Date: June 29, 2020**

## Memorandum



To: Village of Oxford Council

From: Joseph M. Madore, Village Manager

Date: May 5, 2020

Re: Zoning Ordinance change needed to eliminate the incompatibility of the general ordinance and zoning ordinance.

---

**Background:** On November 12<sup>th</sup>, 2019 the Village Council adopted general ordinance 412 - Keeping of Chickens. This ordinance created Chapter 6-Animals, Article III, in the general ordinance.

**Analysis:** This new ordinance also created a conflict with the Zoning ordinance SECTION 6.1.23 which specifically states that "Poultry" is prohibited from being kept, raised or bred.

**Recommendation:** Amend Zoning ordinance SECTION 6.1.23 to eliminate the incompatibility of the two ordinances by adopting the proposed new text included in the ordinance as presented. The new text is in italics and underlined.

Joseph M. Madore  
Village Manager

## Zoning Ordinance

### **Section 6.1.23 KEEPING OF FARM ANIMALS AND OTHER ANIMALS**

The keeping, raising, or breeding of animals, poultry or livestock, including farm animals and non-domestic animals and reptiles (except domesticated cats, dogs, canaries, parakeets, parrots, gerbils, hamsters, guinea pigs, turtles, fish, rabbits and similar animals commonly kept as pets), shall be prohibited, except as permitted under the General Code of Ordinances Chapter 6, Animals, Article III Keeping of Chickens Section 6.61-Section 6.66 and, as may be permitted by and under conditions of public safety, comfort, convenience and quiet use of property imposed by the Zoning Board of Appeals.

## Memorandum



To: Honorable President, Joseph Frost  
Council Members

From: Tere Onica, Clerk/Treasurer

Date: 05/07/2020

Re: CDBG 2021-2023 Cooperative Agreement

---

**Background-** This is a three-year commitment to continue to participate in the Oakland County urban county Community Development Block Grant Program for program years 2021-2023.

**Analysis-** The Village is required to opt into Oakland County's urban county Community Development Block Grant (CDBG) program to receive funding for program years 2021-2023.

**Recommendation-** To adopt Resolution No. 20-05 to opt into Oakland County's urban county Community Development Block Grant programs for the program years 2021, 2022 and 2023.

**VILLAGE OF OXFORD  
INTERESTED IN PARTICIPATING  
Community Development Block Grant (CDBG) Program  
Oakland County, Michigan  
Urban county Qualification 2021-2023  
RESOLUTION NO. 20-05**

**WHEREAS**, the Village of Oxford ("Village") we resolve to opt into Oakland County's Urban County Community Development Block Grant (CDBG) programs for the program years 2021, 2022 and 2023.

**FURTHERMORE**, we resolve to remain in Oakland County's Urban County Community Development programs, which shall be automatically renewed in successive three-year qualification periods of time, or until such time that it is in the best interest of the local Community to terminate the Cooperative Agreement.

**NOW, THEREFORE, BE IT RESOLVED**, the Village of Oxford Council approved this resolution and resolve to opt into Oakland County's Urban County Community Development Block Grant (CDBG) programs for the program years 2021, 2022 and 2023.

MOVED: SECONDDED:

Ayes:

Nays:

Absent: none

MOTION CARRIED

Adopted at a regular meeting of the Village of Oxford Council held on the 12<sup>th</sup> day of May 2020.

\_\_\_\_\_  
Teresa L Onica, Clerk

STATE OF MICHIGAN     )  
                                  )ss  
COUNTY OF OAKLAND    )

I, Teresa L Onica, duly appointed Clerk of the Village of Oxford do hereby certify that the foregoing is a true copy of a Resolution adopted by the Village of Oxford at a regular meeting of the Village Council held on the 12th day of May 2020.

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Teresa L Onica, Clerk



COMMUNITY &  
HOME IMPROVEMENT

OAKLAND COUNTY EXECUTIVE DAVID COULTER

Karry Rieth, Manager

Office: (248) 858-5403 | riethk@oakgov.com

April 16, 2020

Joseph Frost, President  
Village of Oxford  
22 W Burdick POB 94  
Oxford MI 48371-0094

**RE: 2021-2023 Cooperative Agreement**

Dear President Frost:

In the spirit of Oakland County working together, we invite the Village of Oxford to continue to participate in the Oakland County urban county Community Development Block Grant (CDBG) program for program years 2021-2023. The Village has participated in the past three years. During this period, approximately \$33,058 was allocated to programs serving the needs of low-income residents.

The U. S. Department of Housing and Urban Development (HUD) requires the County to renew its Cooperative Agreement with participating communities every three years. Your participation is essential to the County and the other cities, townships and villages that combine demographics each year to achieve the highest level of federal funding for local projects. Participation in the urban county requires a three-year commitment, and your community must remain in the program for the three-year duration. If your community chooses to remain with the urban county, it is ineligible to apply for grants under the State CDBG program while a part of the urban county.

Besides an annual CDBG allocation, participating communities also benefit from the County's federally funded HOME Investment Partnerships and Emergency Solutions Grant (ESG) programs. HOME and CDBG funds are combined each year to improve local housing stock through our Home Improvement Program. HOME funds are also used to develop affordable rental and owner housing. ESG funds are used to meet the needs of the homeless through emergency shelters, rapid re-housing and homeless prevention activities.

As a current participant, there is a Cooperative Agreement between the Village and Oakland County on file. This three-year Cooperative Agreement is automatically renewed for each three-year cycle unless an amendment is required by HUD. Your CDBG primary contact was previously provided a copy of the most current Cooperative Agreement.



In order to continue to participate in the urban county Community Development Block Grant (CDBG) program the Village must respond via email to [spradlinc@oakgov.com](mailto:spradlinc@oakgov.com) by Monday, June 1, 2020. The email should indicate that the Village intends to opt into the Oakland County urban county program for program years 2021-2023 and will remain through automatic renewals in successive three-year qualification periods, or until such time that it is in the best interest of the Village to terminate the Cooperative Agreement. The Village should maintain a copy of the email with its CDBG records.

If the Village decides to opt out of the urban county program, a letter signed by the chief executive officer is required. The letter should state that the community intends to opt out of the Oakland County urban county program for program years 2021-2023. Due to federal requirements, you must submit this letter to the County and to HUD. Please mail HUD's copy of the letter to Keith E. Hernandez, AICP, Director, Office of Community Planning and Development, U.S. Dept of Housing and Urban Development, Patrick V. McNamara Federal Building, 477 Michigan Ave., Ste. 1600, Detroit MI 48226 by **Monday, June 1, 2020**. Please mail the County's copy of the letter to Carla Spradlin, Grant Compliance & Program Coordinator, by **Monday, June 1, 2020**.

If you have questions, please contact Carla at (248) 860-4517.

We look forward to three more years of working together to benefit your low-income residents.

Sincerely,



Karry L. Rieth, Manager

cc: Tere Onica, Clerk/Treasurer  
Joseph Madore, Manager





U.S. Department of Housing and Urban Development  
Community Planning and Development

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Special Attention of:

All Regional Administrators  
All CPD Division Directors  
All CDBG Grantees

**Notice:** CPD-20-03

Issued: March 9, 2020  
Expires: March 9, 2021

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Supersedes: CPD Notice 19-04

SUBJECT: Instructions for Urban County Qualification for Participation in the Community Development Block Grant (CDBG) Program for Fiscal Years (FYs) 2021-2023

## INTRODUCTION

This Notice establishes requirements, procedures and deadlines to be followed in the urban county qualification process for FYs 2021-2023<sup>1</sup>. Information concerning specific considerations and responsibilities for urban counties is also provided. HUD Field Offices and urban counties are expected to adhere to the deadlines in this Notice.

This Notice provides guidance for counties wishing to qualify or requalify for entitlement status as urban counties, as well as for existing urban counties that wish to include previously nonparticipating communities. **Please send copies of this Notice to all presently qualified urban counties, to each county that can qualify for the first time or requalify for FYs 2021-2023, and to each state administering the State CDBG program which includes a potentially eligible urban county. If you are notified later of one or more new potential urban counties, each should be provided a copy of this Notice.** This Notice includes seven attachments which contain listings of: Attachment A, all currently qualified urban counties; Attachment B, counties that requalify this qualification period (2021-2023); Attachment C, counties scheduled to qualify or requalify in FY 2021 for FY 2022-2024; Attachment D, counties scheduled to qualify or requalify in FY 2022 for FY 2023-2025; Attachment E, currently qualified urban counties that can add nonparticipating units of government for the remaining one or two years of their qualification period; Attachment F, list of counties that may qualify as urban counties if metropolitan cities relinquish their status; and Attachment G, list of counties previously identified as eligible but have not accepted urban county status. Additions to Attachment B may be provided separately, should any counties be identified as potentially eligible for the first time in 2020.

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<sup>1</sup> The contents of this document, except when based on statutory or regulatory authority or law, do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

The schedule for qualifying urban counties is coordinated with qualifying HOME consortia in order to be able to operate both the CDBG and HOME programs using the same urban county configurations. The CDBG urban county qualification process for the FY 2021-2023 qualification period will start in March 2020 and run through September 11, 2020. This will provide HUD sufficient time before the September 30th deadline for FY 2021 funding under the HOME Program to notify counties that they qualify as urban counties under the CDBG Program. Language is being added to this Notice to emphasize the importance of completing all of the steps of the urban county qualification/requalification process by mid-September to ensure that there is no detrimental effect on the HOME consortia qualification/requalification process. Urban county worksheets will be accessible via CPD's Grants Management Process (GMP) system. The CPD Systems Development and Evaluation Division will provide guidance on completing, submitting and verifying urban county qualification data in the GMP system.

HUD revised the requirements in Section V.H, second paragraph, regarding Cooperation Agreements in 2013 to more clearly delineate the fair housing and civil rights obligations to which urban counties and participating jurisdictions are subject. By this time, all existing urban counties should have incorporated the required language in their cooperation agreements regarding fair housing and civil rights obligations. Urban counties should review the language in their existing cooperation agreements regarding fair housing and civil rights obligations to determine whether they still need to revise their existing agreements. The use of automatically-renewing cooperation agreements does not exempt existing urban counties from incorporating the required language in Section V.H. HUD will not accept any cooperation agreements or approve any urban county's qualification/requalification that does not incorporate this language.

Urban counties have the option of drafting a separate amendment to their existing agreements that includes these provisions rather than drafting a new cooperation agreement that contains the provisions. However, the separate amendment must still be executed by an official representative of each of the participating units of general local government and the urban county.

Jurisdictions that are qualifying as an urban county for the first time must submit all required documents outlined in Section IV to the Entitlement Communities Division in HUD Headquarters in addition to their local HUD offices (see Section IV for details). In addition, if new jurisdictions are seeking to qualify as urban counties because they contain metropolitan cities willing to relinquish their entitlement status, the Entitlement Communities Division in HUD Headquarters should be notified as soon as possible, but no later than two weeks after the jurisdictions notify the Field Office of their intent to qualify as an urban county (see Section VIII for details).

A unit of general local government may not sell, trade, or otherwise transfer all or any portion of such funds to a metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under Title I of the Housing and Community Development Act of 1974, as amended. This requirement first arose as a result of discovering that units of general local government located within an urban county were trading CDBG funds for unrestricted local funds. Congress has

prohibited this practice. Urban counties qualifying in 2020 for FYs 2021-2023 must incorporate this provision into cooperation agreements by revision or amendment. HUD will not accept any cooperation agreements or approve any urban county's qualification/requalification that does not incorporate this language.

A Section F was added to Section VIII., Special Considerations, to address the implications of an incorporated unit of general local government dissolving and the effect it will have on the urban county qualification/requalification process.

A Section G was added to Section VIII., Special Considerations, to address factors that arose during the 2017 qualification/ requalification period regarding qualification of New York Towns as metropolitan cities.

Policy questions from Field Offices related to this Notice should be directed to Gloria Coates in the Entitlement Communities Division at (202) 708-1577 or at [gloria.l.coates@hud.gov](mailto:gloria.l.coates@hud.gov). Data questions should be directed to the Systems Development and Evaluation Division at (202) 708-0790. Requests for deadline extensions should be directed to Gloria Coates. The TTY number for both divisions is (202) 708-2565. These are not toll-free numbers.

The information collection requirements contained in this notice have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and assigned OMB control number 2506-0170, which expires August 31, 2021. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.