Hamburg Township
a great place to grow

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TO:	Board of Trustees
FROM:	Michelle DeLancey, Director of Accounting & HR
DATE:	April 30, 2025
AGENDA ITEM TOPIC:	Budget Amendments Qt 3 FY 24/25
	Number of Supporting Documents: **01**

Requested Action

- Motion to approve the third quarter budget amendments as presented.

HAMBURG TOWNSHIP GENERAL FUND
BUDGET AMENDMENTS
March 31, 2025
3rd Quarter

	LINE ITEM NUMBER	LINE ITEM DESCRIPTION	INCREASE (DECREASE)	COMMENTS
Revenues				
	101-000.000-402.000	Current Property Tax	1,500	Exceeded Projection
	101-000.000-631.000	School Election Charges	6,800	Exceeded Projection
	101-000.000-643.001	Cemetery Services Open/Close/Interment	4,900	Exceeded Projection
	101-000.000-645.001	MAUS Services Niche/Crypt	1,300	Exceeded Projection
	101-000.000-667.000	Rental Income	6,200	Correct Verizon CR postings
	101-000.000-676.000	Reimbursements & Cost Recovery	8,900	Exceeded Projection
	NET REVENUES		29,600	
Expenditures				
Township Board				
	101-101.000-980.000	Capital Equipment/Capital Imp	424,000	Tanker
			424,000	
Supervisor				
	101-171.000-967.000	Special Projects	(42,000)	Budgeted for Twp. Manager
			(42,000)	
Accounting				
	101-201.000-713.000	Overtime	1,000	Exceeded projection
	101-201.000-861.000	Mileage	(1,000)	Below projection
	101-201.000-910.000	Professional Development	(5,000)	Below projection
			(5,000)	
Clerk's Office				
	101-215.000-910.000	Professional Development	(2,000)	Below projection
	101-215.000-914.000	Tuition Reimbursement	(2,000)	Will not be utilized
	101-215.000-931.000	Equipment Maint/Repair	(1,000)	Below projection
	101-215.000-958.000	Dues/Subscrip/Recertification	(1,000)	Below projection
			(6,000)	
Township Buildings				
	101-265.000-702.000	Full-time Employee Salaries	(18,000)	Account for Library cleaning reimbursement
	101-265.000-704.000	Part-time Employee Salaries	(15,000)	Below projection - seasonal staffing shortage
	101-265.000-713.000	Overtime	3,000	Exceeded expectation
	101-265.000-718.000	Health/Dental/Vision Insurance	6,000	Employee adjustment
	101-265.000-752.000	Supplies & Small Equipment	(3,000)	Below projection
	101-265.000-758.000	Diesel Fuel	(1,500)	Below projection
	101-265.000-759.000	Vehicle Fuel	(2,500)	Below projection
	101-265.000-910.000	Professional Development	(1,000)	Will not be utilized
	101-265.000-930.000	Maintenance Twp Hall	7,500	Exceeded projection
	101-265.000-930.004	Mainenance DPW Garage/Old Packr	(1,500)	Below projection
	101-265.000-930.008	Maintenance Library	3,000	Exceeded projection
	101-265.000-931.000	Equipment Maint/Repair	3,500	Exceeded projection
	101-265.000-932.000	Vehicle Maintenance	(5,000)	Below projection
			(24,500)	
Cemetery				
	101-567.000-980.001	Capital Equipment/Capital Imp	(20,000)	Moved to FY 25/26 per Strategic Planning
			(20,000)	
Planning & Zoning				
	101-702.000-702.000	Full-time Employee Salaries	7,000	Budget input error
	101-702.000-914.000	Tuition Reimbursement	(6,000)	Will not be utilized
			1,000	
Recreation Board				
	101-751.000-975.300	Grant Match	(140,000)	Moved to FY 25/26
			(140,000)	
Lakeland Trail				
	101-800.000-975.300	Grant Match	(20,000)	Moved to FY 25/26
			(20,000)	
Senior Center				
	101-820.000-980.000	Capital Equipment/Capital Imp	(100,000)	Moved to FY 25/26 per Strategic Planning
			(100,000)	
	NET EXPENDITURES		67,500	
	NET INCREASE/(DECREASE) IN FUND BALANCE		(37,900)	

HAMBURG TOWNSHIP FIRE FUND
BUDGET AMENDMENTS
March 31, 2025
3rd Quarter

	LINE ITEM NUMBER	LINE ITEM DESCRIPTION	INCREASE (DECREASE)	COMMENTS
Revenues				
	206-000.000-573.000	Local Community Stabilization Share	6,100	Created new GL #
	206-000.000-676.000	Reimbursements & Cost Recovery	2,300	Exceeded projection
	NET REVENUES		8,400	
Expenditures				
	206-000.000-702.000	Full-time Employee Salaries	(154,000)	Adjusted for staffing change
	206-000.000-704.500	Part time Fire Fighters	84,000	Adjusted for staffing change
	206-000.000-716.000	Defined Contribution	(40,000)	Adjusted for staffing change
	206-000.000-718.000	Health/Dental/Vision Insurance	(95,000)	Adjusted for staffing change
	206-000.000-727.000	Workers' Compensation	(19,500)	Below projection
	206-000.000-754.000	Medical & Scene Supplies	9,000	Exceeded projection
	206-000.000-768.000	Uniforms/Accessories	8,500	Exceeded projection
	206-000.000-930.003	Maintenance Fire Hall	15,000	Light poles, HVAC, plumbing etc.
	206-000.000-958.000	Dues/Subscrip/Recertification	10,000	Exceeded projection
	NET EXPENDITURES		(182,000)	
	NET INCREASE/(DECREASE) IN FUND BALANCE		190,400	

HAMBURG TOWNSHIP POLICE FUND
BUDGET AMENDMENTS
March 31, 2025
3rd Quarter

	LINE ITEM NUMBER	LINE ITEM DESCRIPTION	INCREASE (DECREASE)	COMMENTS
Revenues				
	207-000.000-573.000	Local Community Stabilization Share	8,800	Created new GL #
	207-000.000-657.000	Ordinance Fines	3,000	Exceeded Projection
	207-000.000-676.000	Reimbursements & Cost Recovery	30,000	Workers' Comp reimb.
	NET REVENUES		41,800	
Expenditures				
	207-000.000-713.000	Overtime	40,000	Exceeded Projection - likely to reduce FT in 4th QT
	207-000.000-801.000	Contractual Services	4,000	Exceeded Projection
	207-000.000-930.002	Maintenance Police Building	5,000	Exceeded Projection
	207-000.000-981.000	Capital Expense - Vehicle	72,800	2 patrol vehicles in Feb. 2025
	NET EXPENDITURES		121,800	
	NET INCREASE/(DECREASE) IN FUND BALANCE		(80,000)	

HAMBURG TOWNSHIP DPW FUND
BUDGET AMENDMENTS
March 31, 2025
3rd Quarter

	LINE ITEM NUMBER	LINE ITEM DESCRIPTION	INCREASE (DECREASE)	COMMENTS
Revenues				
	590-538.000-620.200	Grinder Pump Installation	31,000	Exceeded Projection
	590-538.000-642.100	Tap Fee	(80,000)	Below Projection
	590-538.000-646.200	Grinder Pump Purchase	23,000	Exceeded Projection
	NET REVENUES		(26,000)	
Expenditures				
	590-527.000-930.011	Enterprise Pole Barn	5,000	Exceeded Projection
	590-527.000-934.100	Pump & Main Repair/Maintenance.	28,000	Prior FY Rustic Pump Station invoice
	590-527.000-930.011	Enterprise Pole Barn	2,500	Exceeded Projection
	590-527.000-955.000	Sundry	50,000	CIP adjustment per auditor
	590-537.000-946.000	Engineering Services	(30,000)	Will not be utilized
	NET EXPENDITURES		55,500	
	NET INCREASE/(DECREASE) IN FUND BALANCE		(81,500)	