

# 2026-2027 Adopted Budget



**JAMESTOWN**  
CHARTER TOWNSHIP  
ESTABLISHED 1849

**CHARTER TOWNSHIP OF JAMESTOWN**

**COUNTY OF OTTAWA, MICHIGAN**

Minutes of a regular meeting of the Township Board of the Charter Township of Jamestown, Ottawa County, Michigan, held in the Township Hall, in said Township, on the 16<sup>th</sup> day of February, 2026, at 7:00 p.m.

PRESENT: Members: VanHaitsma, DeHaan, Brouwer, Miller, Tacoma, Windemuller and Wolfert

ABSENT: Members: None

The following preamble and resolution was offered by Member DeHaan and seconded by Member Tacoma:

**RESOLUTION NO. R26-002**

**RESOLUTION APPROVING ANNUAL TOWNSHIP BUDGET  
AND DETERMINING PROPERTY TAX RATES FOR  
SUPPORT OF BUDGET**

WHEREAS, the Uniform Budgeting and Accounting Act, Public Act 2 of 1968, as amended by Public Act 621 of 1978 requires that the Township adopt an annual budget, after public hearing; and

WHEREAS, the Township Board has convened a public hearing on the proposed Jamestown Charter Township budget for the fiscal year commencing April 1, 2026, after the publication of public notice as required by law; and

WHEREAS, the published notice of the Township Board public hearing on the annual budget stated that the Township property tax millage rates proposed to be levied to support the proposed budget would be a subject of the budget hearing; and

WHEREAS, the Township Board has considered the proposed annual budget for the above-stated fiscal year, has considered comments thereon made at the public hearing and has otherwise considered the budget and the property tax rates for the 2026-2027 fiscal year.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1: Title - This resolution shall be known as the Jamestown Charter Township 2026 General Appropriations Act and is adopted pursuant to the Uniform Budgeting and Accounting Act, Public Act 2 of 1968, as amended by Public Act 621 of 1978.

SECTION 2: Public Hearing on the Budget – Pursuant to MCL 141.412 and 141.413, notice of a public hearing on the proposed budget was published in the *Grand Rapids Press*, a newspaper of general circulation within the Township, on January 27, 2026 and a public hearing on the proposed budget was held on February 16, 2026. The published notice of the Township Board public hearing on the annual budget stated that the Township property tax millage rates proposed to be levied to support the proposed budget would be a subject of the budget hearing.

SECTION 3: Millage Levy – The Township Board hereby tentatively approves the levy of, and shall collect, general ad valorem property tax on all real and personal property with the Township upon the property tax assessment roll, except property exempt from taxation, at the rates indicated below, or at such reduced millage rate(s) as may be required by operation of law: allocated millage of .9901 mills for Township operations; and voter authorized extra-voted millages of 1.4362 mills for roads; 0.9682 mills for the fire department operations; 0.4841 mills for fire department equipment; and 0.4040 mills for library operations. The Township ad valorem property tax rates stated above shall be subject to final determination and adjustment by the Township Board, following any required Headlee Amendment reduction or such other reduction as may be required by law for the Township 2025 tax rates.

SECTION 4: Adoption of Budget by Activity/Department – Jamestown Charter Township adopts the 2026-2027 fiscal year budgets for the various funds by Activity/Department. Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not to exceed, the total appropriation authorized for each Activity/Department.

SECTION 5: Payment of Bills – Pursuant to MCL 41.75, all claims (bills) against the Township shall be approved by the Jamestown Charter Township Board prior to being paid. The Township Clerk and Treasurer may pay certain bills prior to approval by the Township Board to avoid late penalties, service charges and interest (primarily utilities) and payroll in accordance with the approved salaries and hourly rates adopted in this appropriations act. The Township Board shall receive a list of claims (bills) paid prior to approval for approval at the next Board meeting.

SECTION 6: Authorized Salary, Hourly and Per Diem Rates – Included in the various Activities/Departments are amounts of the salary, hourly and per diem rates for the officials and employees of the Township as follows: (See Attached)

SECTION 7: Estimated Revenues and Expenditures – Estimated total revenues and expenditures for the various funds of Jamestown Charter Township are:

<u>FUND</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>
General	\$2,476,110	\$2,702,550
Roads	\$1,080,800	\$3,064,000
Fire Operating	\$ 729,500	\$ 691,710
Fire Replacement	\$ 360,950	\$ 287,920
Capital Improvement Plan	\$ 2,500	\$ 0
Library	\$ 360,300	\$ 397,930
Debt Service - Parks	\$ 635,630	\$ 635,630
Parks Construction	\$ 5,000	\$ 35,000
Sewer	\$1,511,000	\$4,617,120
Water	\$1,215,200	\$ 851,470

**2026-2027 BUDGET****GENERAL FUND 101**

<i>REVENUES</i>	
Taxes	\$797,740
Cable Franchise Fees	\$56,000
Permit Fees	\$376,000
State Revenue Sharing	\$1,020,000
Metro Act	\$15,800
Cemetery Fees	\$43,000
Special Use Fees and Fines	\$32,930
Interest Earnings	\$28,000
Rentals	\$22,440
Reimbursements	\$79,200
Other Revenues	\$5,000
Transfers	\$0
Total Revenues and Other Sources	\$2,476,110
<i>EXPENDITURES</i>	
101 - Township Board	\$62,920
171 – Supervisor	\$85,020
215 – Clerk	\$88,980
247 – Board of Review	\$1,380
248 – General Office	\$50,900
253 – Treasurer	\$56,250
257 – Assessor	\$160,270
262 – Elections	\$61,550
265 – Building & Grounds	\$50,080
301 – Sheriff Department	\$295,700
371 –Inspection Department	\$405,580
445 –Drains	\$95,000
448 –Street Lighting	\$60,250
567 – Cemetery	\$92,550
701 – Planning Commission	\$116,160
702 – Zoning Board of Appeals (ZBA)	\$1,410
715 – Planning & Zoning	\$108,720
751 –Parks & Recreation	\$223,700
790 – Library	\$45,500
871 –Worker Comp Insurance	\$5,000
Transfers	\$635,630
Total Expenditures and Other Uses	\$2,702,550
Net Revenues (Expenditures)	\$(226,440)
Beginning Unassigned Fund Balance	\$1,787,120
Ending Unassigned Fund Balance	\$1,560,680

**ROAD FUND 204**

<i>REVENUES</i>	
Taxes	\$1,065,800
Interest Earnings	\$15,000
Total Revenues and Other Sources	\$1,080,800
<i>EXPENDITURES</i>	
446 –Highways & Streets	\$3,064,000
Total Expenditures and Other Uses	\$3,064,000
Net Revenues (Expenditures)	\$(1,983,200)
Beginning Fund Balance	\$3,610,134
Ending Fund Balance	\$1,626,934

**FIRE OPERATING FUND 206**

<i>REVENUES</i>	
Taxes	\$717,900
Interest Earnings	\$2,000
Other Revenues	\$9,600
Total Revenues and Other Sources	\$729,500
<i>EXPENDITURES</i>	
336 –Fire Department	\$683,710
871 – Workers Comp Insurance	\$8,000
Total Expenditures and Other Uses	\$691,710
Net Revenues (Expenditures)	\$37,790
Beginning Fund Balance	\$603,217
Ending Fund Balance	\$641,007

**LIBRARY OPERATING FUND 271**

<i>REVENUES</i>	
Taxes	\$299,650
Grants	\$14,000
Fines	\$27,500
Interest Earnings	\$4,000
Rentals	\$500
Donations	\$1,000
Reimbursements	\$12,000
Other Revenue	\$1,650
Transfers	\$0
Total Revenues and Other Sources	\$360,300
<i>EXPENDITURES</i>	
790 – Library	\$397,930
Total Expenditures and Other Uses	\$397,930
Net Revenues (Expenditures)	\$(37,630)
Beginning Fund Balance	\$497,160
Ending Fund Balance	\$459,530

**DEBT SERVICE – PARKS FUND 308**

<i>REVENUES</i>	
Transfers	\$635,630
Total Revenues and Other Sources	\$635,630
<i>EXPENDITURES</i>	
905 – Debt Service	\$635,630
Total Expenditures and Other Uses	\$635,630
Net Revenues (Expenditures)	\$0
Beginning Fund Balance	\$0
Ending Fund Balance	\$0

**CAPITAL IMPROVEMENT PLAN FUND 401**

<i>REVENUES</i>	
Interest Earnings	\$2,500
Other Revenues	\$0
Total Revenues and Other Sources	\$2,500
<i>EXPENDITURES</i>	
Transfers	\$0
Total Expenditures and Other Uses	\$0
Net Revenues (Expenditures)	\$2,500
Beginning Fund Balance	\$302,488
Ending Fund Balance	\$304,988

**FIRE EQUIPMENT FUND 402**

<i>REVENUES</i>	
Taxes	\$358,950
Interest Earnings	\$1,500
Other Revenues	\$500
Total Revenues and Other Sources	\$360,950
<i>EXPENDITURES</i>	
336 – Fire Department	\$3,500
336 – Fire Department Capital Outlay	\$20,000
905 – Debt Service	\$264,420
Total Expenditures and Other Uses	\$287,920
Net Revenues (Expenditures)	\$73,030
Beginning Fund Balance	\$310,601
Ending Fund Balance	\$383,631

**PARKS CONSTRUCTION FUND 408**

<i>REVENUES</i>	
Interest Earnings	\$5,000
Total Revenues and Other Sources	\$5,000
<i>EXPENDITURES</i>	
751 – Parks & Recreation	\$35,000
Total Expenditures and Other Uses	\$35,000
Net Revenues (Expenditures)	\$(30,000)
Beginning Fund Balance	\$218,502
Ending Fund Balance	\$188,502

**SEWER FUND 590**

<i>REVENUES</i>	
Connection Fees	\$255,000
Wastewater Sales	\$1,158,000
Late Fees	\$8,000
Interest Earnings	\$88,000
Other Revenue	\$2,000
Total Revenues and Other Sources	\$1,511,000
<i>EXPENDITURES</i>	
590 – Sewer Department	\$2,463,040
905 – Debt Service	\$2,154,080
Total Expenditures and Other Uses	\$4,617,120
Net Revenues (Expenditures)	\$(3,106,120)
Beginning Cash Reserves	\$5,054,126
Ending Cash Reserves	\$1,948,006



**WATER FUND 591**

<i>REVENUES</i>	
Connection Fees	\$108,800
Water Sales	\$1,007,000
Fines and Fees	\$2,000
Interest Earnings	\$66,200
Other Revenue	\$31,200
Total Revenues and Other Sources	\$1,215,200
<i>EXPENDITURES</i>	
591 – Water Department	\$851,470
905 – Debt Service	\$0
Total Expenditures and Other Uses	\$851,470
Net Revenues (Expenditures)	\$363,730
Beginning Cash Reserves	\$2,682,856
Ending Cash Reserves	\$3,046,586

SECTION 8: Periodic Financial Reports – The Township Clerk shall provide the Township Board at the Board meeting immediately following the end of each fiscal quarter and at the final Board meeting of the fiscal year, a report of fiscal year to date revenues and expenditures compared to the budgeted amounts in the various funds of the Township.

SECTION 9: Budget Monitoring – Whenever it appears to the Township Supervisor or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures will exceed an appropriation, the Township Supervisor shall present to the Township Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or both.

SECTION 10: Budget Transfers – Pursuant to MCL 141.439(2), the Township Board grants the Township Supervisor the ability to execute budget transfers between Activity/Department appropriations without the prior approval of the Township Board. Such budget transfers shall be submitted to the Township Board at a later date for approval and shall not exceed \$10,000 per specific transfer.

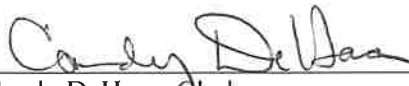
SECTION 11: Conflicting Resolutions. All resolutions or portions thereof inconsistent with the provisions of this resolution are hereby rescinded.

YEAS: Members: Miller, Wolfert, DeHaan, VanHaitsma, Brouwer, Windemuller and Tacoma

NAYS: Members: None

ABSTAIN: Members: None


RESOLUTION DECLARED ADOPTED.

  
\_\_\_\_\_  
Candy DeHaan, Clerk  
Charter Township of Jamestown

STATE OF MICHIGAN                    )  
  ) ss.  
COUNTY OF OTTAWA                 )

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Jamestown, Ottawa County, Michigan (the "Township"), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting on the 16<sup>th</sup> day of February, 2026, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting, notice by posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have hereto affixed my official signature on this 17<sup>th</sup> day of February, 2026.

  
\_\_\_\_\_  
Candy DeHaan, Clerk  
Charter Township of Jamestown

**Jamestown Charter Township**  
**Proposed 2026-2027 Salary, Hourly, and Per Diem Rates**

<b>Township Staff</b>	<b>2025-2026</b>	<b>2026-2027</b>
Supervisor	\$46,265.77 Annually	\$47,514.95 Annually
Deputy Supervisor	\$25.75 per hour	\$28.75 per hour
Assessor	\$19,506 Annually for 2 days per week	\$20,272 Annually for 2 days per week
Assessing Reappraisal Services	\$117,417 Annually	\$122,140 Annually
Clerk	\$46,265.77 Annually	\$47,514.95 Annually
Deputy Clerk	\$20.62 per hour	\$21.18 per hour
Treasurer	\$37,814.75 Annually	\$38,835.75 Annually
Deputy Treasurer/Front Desk Receptionist	\$20.62 per hour	\$21.18 per hour
Planner	Contract (\$6,500 per month) Contract expires 3/31/29	Contract (\$6,500 per month) Contract expires 3/31/29
Finance Director	Contract \$75.05 per hour	Contract \$77.10 per hour
Zoning Administrator	Contract based on fees collected (Expires 3/31/25)	Contract based on fees collected (Expires 3/31/26)
Water/Sewer Administration	Contract Boss & Sons Environ. (\$176,000 Annually)	Contract Boss & Sons Environ. (\$176,000 Annually)

**Township Boards, Commissions, & Committees**

Trustees	\$120 per board meeting	\$120 per board meeting
	\$120 per extra board meeting	\$120 per extra board meeting
Election Meeting	\$20 per meeting	\$20 per meeting
Board of Review	\$20 per hour	\$20 per hour
Planning Commission		
Chairperson	\$90 per meeting	\$100 per meeting
Commission members	\$80 per meeting	\$90 per meeting
Zoning Board of Appeals		
Chairperson	\$79 per meeting	\$79 per meeting
Board members	\$69 per meeting	\$69 per meeting
Recording Secretary	\$109 for taking minutes	\$109 for taking minutes
Library Board Liaison	\$50 per meeting	\$50 per meeting
Parks & Rec Committee		
Chairperson	\$60 per meeting	\$60 per meeting
Board members	\$50 per meeting	\$50 per meeting
Park Planning Committee		
Chairperson	\$60 per meeting	\$60 per meeting
Board Members	\$50 per meeting	\$50 per meeting
Fire Board		
Chairperson	\$79 per meeting	\$79 per meeting
Board members	\$69 per meeting	\$69 per meeting

**Elections**

Chairperson	\$18 per hour	\$19 per hour
Election Inspectors	\$16 per hour	\$17 per hour

**Jamestown Charter Township Fire Department**  
**Proposed 2025-2026 Pay Schedule**  
**Effective April 1, 2026 – March 31, 2027**

**Fire Call Pay Scale**

Probationary Fire Personnel pay per call per hour	\$20.64
Fire Personnel pay non-emergency work	\$20.64
Fire Personnel pay per call per hour (with merit increases)	\$24.00-\$28.58 (cap)
Deputy Chief, Captain, Lieutenant pay per call per hour (with merit increases)	\$25.00-\$29.77 (cap)

**Non-Fire Call Pay Scale: \$20.64 per hour**

Apparatus/SCBA checks  
Monthly trainings/Medical meetings  
Meetings (Chiefs, Officer, Board, Committee)  
Holiday 6-hour shift (Day 11am-5pm, Night 5pm-11pm)  
Fire Prevention/School Programs  
Continuing Education/Fire Training/Fire Officers Classes\*\* (see notes below)  
Report Writing  
Medical Education Coordinator  
Web Master

**Officer Pay/Salaries**

Chief	\$97,553 Full-time
Deputy Chief	\$6,199
Captain	\$4,884
Lieutenant	\$4,265

**Training Academies/Continuing Education**

Firefighter 1&2 Academy	(Contingent on passing)	\$3,700
50% paid after completion; 25% after second year; 25% after third year		
Medical Fire Responder Class (MFR, EMT)	(Contingent on passing)	\$400
100% paid after completion		

\*\*Fire Training/Fire Officer Classes: Chief approved, contingent on passing, pay for classes

Note: Some hourly pay for classes may be considered. Pay to be approved /denied by the Chief upon written submittal. Contingent on budget and available funds for training.

**JAMESTOWN CHARTER TOWNSHIP**  
Budget Summary for Fiscal Year 2026-2027

	CAPITAL IMPROVEMENT								DEBT
	SPECIAL REVENUE FUNDS				FUNDS				SERVICE
	GENERAL FUND								FUND
	Fund 101	Fund 204	Fund 206	Fund 271	Fund 401	Fund 402	Fund 408	Fund 308	
	General	Road	Fire	Library	CIP	Fire Equipment	Parks Const	Debt Service Parks	
REVENUES:									
Taxes	\$ 797,740	\$ 1,065,800	\$ 717,900	\$ 299,650	\$ -	\$ 358,950	\$ -	\$ -	-
Cable Franchise Fees	56,000	-	-	-	-	-	-	-	-
Permit Fees	376,000	-	-	-	-	-	-	-	-
State Revenue Sharing	1,020,000	-	-	-	-	-	-	-	-
Metro Act	15,800	-	-	-	-	-	-	-	-
Grants	-	-	-	14,000	-	-	-	-	-
Cemetery Fees	43,000	-	-	-	-	-	-	-	-
Special Use Fees and Fines	32,930	-	-	27,500	-	-	-	-	-
Interest Earnings	28,000	15,000	2,000	4,000	2,500	1,500	5,000	-	-
Rentals	22,440	-	-	500	-	-	-	-	-
Reimbursements	79,200	-	-	12,000	-	-	-	-	-
Other Revenues	5,000	-	9,600	2,650	-	500	-	-	-
Total Revenues	2,476,110	1,080,800	729,500	360,300	2,500	360,950	5,000	-	-
EXPENDITURES:									
Legislative	62,920	-	-	-	-	-	-	-	-
General Government	537,480	-	-	-	-	-	-	-	-
Cemetery	92,550	-	-	-	-	-	-	-	-
Public Safety	295,700	-	683,710	-	-	3,500	-	-	-
Community and Economic Development	631,870	-	-	-	-	-	-	-	-
Public Works	155,250	-	-	-	-	-	-	-	-
Highways and Streets	-	3,064,000	-	-	-	-	-	-	-
Recreation and Culture	269,200	-	-	345,930	-	-	-	-	-
Capital Outlay	16,950	-	-	52,000	-	20,000	35,000	-	-
Debt Service	-	-	-	-	-	264,420	-	635,630	-
Other Expenditures	5,000	-	8,000	-	-	-	-	-	-
Total Expenditures	2,066,920	3,064,000	691,710	397,930	-	287,920	35,000	635,630	-
Revenues Over/(Under) Expenditures	409,190	(1,983,200)	37,790	(37,630)	2,500	73,030	(30,000)	(635,630)	-
INTERFUND TRANSFERS:									
Interfund Transfers In	-	-	-	-	-	-	-	635,630	-
Interfund Transfers Out	(635,630)	-	-	-	-	-	-	-	-
Net Interfund Transfers	(635,630)	-	-	-	-	-	-	635,630	-
Change in Fund Balance	(226,440)	(1,983,200)	37,790	(37,630)	2,500	73,030	(30,000)	-	-
Budgeted Beginning Fund Balance	1,787,120	3,610,134	603,217	497,160	302,488	310,601	218,502	-	-
Budgeted Ending Fund Balance	\$ 1,560,680	\$ 1,626,934	\$ 641,007	\$ 459,530	\$ 304,988	\$ 383,631	\$ 188,502	\$ -	-

Budget amounts listed above are based on the budget approved by the Jamestown Charter Township Board on February 16, 2026

**JAMESTOWN CHARTER TOWNSHIP**  
Budget Summary for Fiscal Year 2026-2027

	<b>ENTERPRISE FUNDS</b>	
	Fund 590	Fund 591
	Sewer	Water
REVENUES:		
Grants	\$ -	\$ -
Connection Fees and Charges	255,000	108,800
Sewage Disposal Services	1,158,000	-
Water Sales	-	1,007,000
Penalties and Late Fees	8,000	2,000
Special Assessment Income	-	-
Interest Earnings	88,000	66,200
Reimbursements	-	-
Other Revenues	2,000	31,200
Total Revenues	1,511,000	1,215,200
EXPENDITURES:		
Administration	177,540	180,470
Operation and Maintenance	785,500	671,000
Capital Outlay	1,500,000	-
Debt Service	2,154,080	-
Other Expenditures	-	-
Total Expenditures	4,617,120	851,470
Revenues Over/(Under) Expenditures	(3,106,120)	363,730
INTERFUND TRANSFERS:		
Interfund Transfers In	-	-
Interfund Transfers Out	-	-
Net Interfund Transfers	-	-
Change in Fund Balance	(3,106,120)	363,730
Budgeted Beginning Fund Balance	5,054,126	2,682,856
Budgeted Ending Fund Balance	\$ 1,948,006	\$ 3,046,586

Budget amounts listed above are based on the budget approved by the Jametown Charter Township Board on February 16, 2026