

**ANNUAL TOWNSHIP BUDGET**  
 For the Year Ending December 31, 2020  
**SAMPLE Township**  
 Cass County, North Dakota

**Schedule A**

**CERTIFICATE OF LEVY**

TO:  
 County Auditor of Cass County

You are hereby notified that on the 19th day of March, 2019, the governing body of \_\_\_\_\_ Township levied a tax of \$150501.35 upon all the taxable property in said township for township purposes for the calendar year, ending December 31, 20XX, which levy is itemized as follows:

FUND	AMOUNT LEVIED	MAXIMUM AUTHORIZED
General	\$ 150,501.35	
Road	A 'Road Fund' cannot be levied against.	
- Not Used -	\$ -	
<b>Total Amount Levied:</b>	<b>\$ 150,501.35</b>	

You will duly enter tax upon the County tax list for collection upon the taxable property of SAMPLE Township, Cass County, NORTH DAKOTA, for the ensuing year. Dated this 19th day of March, 2019.

\_\_\_\_\_  
 Township Clerk

**Schedule B**

**Annual Budget for the Year Ending December 31, 2020**

APPROPRIATION AND CASH RESERVE	General Fund	Road Fund	- Not Used -
1. Final Approp. (2020), Sch. C - Line 26	\$ 338,440.00	\$ 77,500.00	\$ -
2. Cash Reserve % (Note 1)	0%	0%	0%
Cash Reserve Amount	\$ -	\$ -	\$ -
3. Total Appropriation and Cash Reserve	\$ 338,440.00	\$ 77,500.00	\$ -

Note 1: Not to exceed 75% of appropriations other than for debt retirement and appropriations financed from bond sources.

**RESOURCES AND AMOUNT LEVIED**

4. Cash and Invest. Avail. - Dec 31, 2019	\$ 127,388.65	\$ (36,912.43)	\$ -
5. Est. Revenues (2020), Sch. C - Line 9	\$ 60,550.00	\$ -	\$ -
6. Total Resources - Line 4 plus Line 5	\$ 187,938.65	\$ (36,912.43)	\$ -
7. Levy Required - Line 3 less Line 6	\$ 150,501.35	\$ 114,412.43	\$ -
8. % for Delinquent Tax (Note 2)	0%	0%	0%
Allowed Amount for Delinquent Tax	\$ -	\$ -	\$ -
9. Total Amount Levied - Line 7 plus 8	\$ 150,501.35	\$ -	\$ -

Note 2: Not to exceed 5% of Levy Required.

**ANNUAL TOWNSHIP BUDGET**  
 For the Year Ending December 31, 2020  
**SAMPLE Township**  
 Cass County, North Dakota

**Schedule C**

**General Fund**

<b>RECEIPTS</b>	Actual 2020	Estimated 2021	Estimated 2022	
General Fund Property Taxes	\$ 124,477.23	\$ 136,285.09		1
Twp. Road Mileage	\$ 3,246.02	\$ 3,000.00	\$ 3,200.00	2
State Aid Distribution	\$ 46,863.69	\$ 42,000.00	\$ 45,000.00	3
Coal Dev. Impact Fund	\$ -			4
Telecommunications	\$ 208.54	\$ 200.00	\$ 200.00	5
Interest Earned	\$ 110.52	\$ 140.00	\$ 150.00	6
Dividends	\$ -			7
All Other Receipts	\$ 15,099.23	\$ 12,000.00	\$ 12,000.00	8
<b>Total Receipts</b>	<b>\$ 190,005.23</b>	<b>\$ 193,625.09</b>	<b>\$ 60,550.00</b>	<b>9</b>

<b>DISBURSEMENTS</b>	2020	2021	2022	
Board Salaries	\$ 4,975.00	\$ 4,975.00	\$ 4,975.00	10
Twp. Assn. Dues/Meals	\$ 165.00	\$ 165.00	\$ 165.00	11
Election Board	\$ 75.00	\$ 100.00	\$ 100.00	12
Legal Notices	\$ 24.30	\$ 200.00	\$ 200.00	13
Blading & Graveling	\$ -	\$ 100,000.00	\$ 150,000.00	14
Road Repair & Culverts	\$ -	\$ 30,000.00	\$ 35,000.00	15
Snow Removal	\$ -	\$ 5,000.00	\$ 5,000.00	16
Weed Control	\$ -	\$ 1,000.00	\$ 1,000.00	17
Fire Protection	\$ 25,960.00	\$ 12,360.00	\$ 15,000.00	18
Insurance Expense	\$ 1,458.94	\$ 1,500.00	\$ 2,000.00	19
Road Construction	\$ -	\$ 25,000.00	\$ 50,000.00	20
Road Equip. Purchased	\$ -		\$ 48,000.00	21
Insurance Deduct by Co.	\$ -			22
Paid to Co. for Services	\$ 187.31	\$ 6,000.00	\$ 7,000.00	23
Interest Paid on Debt	\$ -			24
All Other Expenditures	\$ 52,579.18	\$ 20,000.00	\$ 20,000.00	25
<b>Total Disbursements</b>	<b>\$ 85,424.73</b>	<b>\$ 206,300.00</b>	<b>\$ 338,440.00</b>	<b>26</b>

<b>NET INCOME</b>	2020	2021	2022	
<b>Receipts Over(Under) Disbursements</b>	\$ 104,580.50	\$ (12,674.91)	\$ (277,890.00)	27
<b>Transfer to Special Road Fund (Note 3)</b>	\$ -	\$ -	\$ -	28
<b>Other Fund Transfers</b>	\$ -			29

<b>BALANCES</b>	2020	2021	2022	
<b>Balance January 1</b>	\$ 35,483.06	\$ 140,063.56	\$ 127,388.65	30
<b>Balance December 31</b>	\$ 140,063.56	\$ 127,388.65	\$ (150,501.35)	31

Note 3: Special Road Fund, see (NDCC 57-15-19.2:19.3). Max \$100,000. Only for future road construction, surfacing, snow removal, and graveling.

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**SAMPLE Township**  
Cass County, North Dakota

**Schedule C**

**Road Fund**

Actual                      Estimated                      Estimated

**RECEIPTS**

Receipts for a 'Special Road Fund' must be transferred from the 'General Fund' at the Township Annual Meeting.	1 2 3 9
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**DISBURSEMENTS**                      2020                      2021                      2022

Blading & Graveling	\$ 31,546.45	\$ 35,000.00	\$ 38,000.00	10
Road Repair & Culverts	\$ 33,615.98	\$ 35,000.00	\$ 38,000.00	11
Road Construction	\$ -			12
Snow Removal	\$ 750.00	\$ 1,000.00	\$ 1,500.00	13
<b>Total Disbursements</b>	<b>\$ 65,912.43</b>	<b>\$ 71,000.00</b>	<b>\$ 77,500.00</b>	<b>26</b>

**NET INCOME**                      2020                      2021                      2022

<b>Receipts Over(Under) Disbursements</b>	\$ (65,912.43)	\$ (71,000.00)	\$ (77,500.00)	27
<b>Transfer to Special Road Fund (Note 4)</b>	\$ -	\$ -	\$ -	28
<b>Fund Transfers</b>	\$ -			29

**BALANCES**                      2020                      2021                      2022

<b>Balance January 1</b>	\$ 100,000.00	\$ 34,087.57	\$ (36,912.43)	30
<b>Balance December 31</b>	\$ 34,087.57	\$ (36,912.43)	\$ (114,412.43)	31

Note 4: Special Road Fund estimated values for 2019 & 2020 are set on the Twp Budget - C1 page. Also see Note 3.