

CITY OF MT. PLEASANT
2017 PROPOSED OPERATING
BUDGET

CITY COMMISSION

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Lori Gillis, Commissioner
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City Manager

Nancy Ridley

Finance Director/Treasurer

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TO: Mayor and City Commission

FROM: Nancy Ridley, City Manager

DATE: September 12, 2016

SUBJECT: 2017 Proposed Annual Operating Budget Transmittal Letter

Article VII, Section 6 of the City of Mt. Pleasant Charter requires the City Manager to submit a proposed annual operating budget on or before the first City Commission meeting in September. Section 7 of the article outlines the minimum requirements of the budget document. The following document meets those requirements.

The City of Mt. Pleasant has always taken the budgeting process beyond just looking at projections of revenues and the allocation of resources for services provided. The document has been used to provide more detailed information on the programs and services offered, as well as a summary of the proposed strategic initiatives for the following year.

The long-term vision statements were endorsed by the City Commission in early 2016 and provide the framework for the areas of future aspiration. Those vision statements are as follows:

WE WILL WORK TOGETHER TOWARD BEING A COMMUNITY.....

1. With stable funding from a diverse tax base.
2. Where services and opportunities are optimized by communicating, coordinating and cooperating with other entities and our citizens.
3. Where shopping, dining and entertainment options thrive.
4. Where economic opportunity for businesses offering competitive wages is readily available.
5. With varied recreational and cultural opportunities.
6. With a reliable and sustainable infrastructure.
7. That is safe, clean, healthy and environmentally conscious.
8. With well maintained, livable and desirable neighborhoods.
9. Committed to recognizing, accepting and encouraging diversity.

The format of the 2017 strategic initiatives to move the vision statements forward has been changed from prior years. The strategic initiatives are found on pages VII through X. These strategic initiatives were developed based on the Master Plan, Parks and Recreation Master Plan, Capital Improvement Plan and State approved Airport Plan, as well as goal priority discussions with the City Commission during early 2016. The budget summary on pages XI to XIII provides an overview of the numbers related to proposed revenues, expenditures and ending balances for each of the funds.

Overview and Significant Issues

- Major Funding Sources

The following chart provides a ten year history of the two items that have the biggest impact on the sources of revenue available to fund the general operations of the City. The chart is important as these two revenue sources generate 75% of the revenue to fund the general operations of the City. These constraints on revenue continue to make it a challenge to make progress toward an improved community with limited dollars and limited staffing. A constant reprioritization of work and priorities occurs.

Year	State Shared Revenue Received	Percentage Change	Taxable Value (As of March Board of Review)	Percentage Change
2007	\$ 2,948,183	-2%	\$ 409,176,955	6%
2008	2,949,649	0%	420,133,694	3%
2009	2,526,092	-14%	434,801,883	3%
2010	2,555,345	1%	425,366,905	-2%
2011	2,436,241	-5%	428,273,541	1%
2012	2,507,109	3%	429,893,192	0%
2013	2,594,599	3%	437,763,957	2%
2014	2,667,699	2%	438,087,673	0%
2015	2,650,616	0%	443,492,718	1%
2016	2,671,000	0%	443,447,327	0%
2017	2,684,000	0%	455,602,699	2%

- Payback of Financing for Mt. Pleasant Center Demolition

In 2016, an internal financing plan was created to provide funding for the demolition of the buildings at the Mt. Pleasant Center. This proposed budget implements the financing plan for 2017 by replenishing the Unassigned Fund Balance with the dollars that were previously allocated for the payment of the public safety bonds. In 2018 and beyond, the plan requires \$317,000 to annually be used to replenish the other internal funding sources. As a result,

the allocations for general operations of the City are likely to exceed revenues in the near term; continuing the challenge of reprioritizing services and time.

- Staffing

This proposed budget has no changes to staffing levels. Across all funds, the City employs 119 full-time employees, 3 part-time employees, 16 paid-on-call firefighters, and numerous seasonal/temporary staff. Of those positions, four full-time equivalents are considered “soft funded” in that grant dollars are required to cover the cost of the position. The budget narrative includes updated information on the increasing funding of the pension plans due to the market returns and changing actuarial assumptions.

- Neighborhood New Initiatives

A number of initiatives to support neighborhoods are included in this proposed budget. Some of them utilize HODAG funds, which are for neighborhood stabilization, as the funding source. Although the dollar amount from HODAG funds is only \$11,500, it is expected that they will provide the base for various new initiatives in the future. Additionally, \$58,800 of HODAG funds transferred in 2016 to be used in 2017 to provide funding for the third Code Enforcement Officer.

- Borden Building Bonded Debt Repayment

This proposed budget includes an allocation from the Brownfield Redevelopment Authority of approximately \$58,000 to the Borden Debt Fund. The \$58,000 was originally provided to the Brownfield Redevelopment Authority to help incent a brownfield redevelopment, but in the ensuing seven years it has not been requested. This budget therefore recommends those funds be reallocated to the required City debt payment for 2017. The tax capture for a development at 410 West Broadway, commonly known as Parcel B, was expected to be allocated toward debt payments. Since it has not yet been redeveloped, this allows one more year for the Economic Development Corporation (EDC) to market the site for development. If development does not occur in 2017, alternative funds for the bond payment shortfall in future years will need to be identified.

- Downtown

The Downtown Tax Increment Finance Authority and Downtown Development Board have had discussions regarding priorities for funding of initiatives and capital needs in the downtown. One possibility is funding for a retail incubator space. The two boards are reviewing other successful downtowns to determine if there are other additional priorities that should be considered. Additionally, discussions will occur for recommendations for the

2018 special assessment with approval targeted for summer 2017 to allow proper planning for 2018.

- Overhead

During 2016, the finance staff completed a major review of the overhead charges to the other funds. This analysis had not been updated in a number of years and resulted in some fairly significant adjustments to the amounts that other funds should be reimbursing the General Fund for the services provided. The updated figures are implemented in the proposed budget.

- Hotel

The new Marriott Hotel was completed during 2016 so this budget includes the full increase in tax revenue as well as the expected revenue in the water and sewer funds. Previous City Commission action called for an allocation of a portion of the increased tax revenue to the Economic Development Fund to replenish the amount that was fronted for the construction of the access road.

- Personal Property Tax Loss

The State of Michigan passed legislative changes to personal property tax in 2012 including exemptions for small business tax payers and exemptions for eligible manufacturing property. The significant legislative changes were to result in a reimbursement to the local units from the State for portions of personal property tax loss. This budget incorporates the best information available from the State on the likely reimbursements during 2017.

- Parks

This proposed budget includes a number of maintenance projects throughout our parks. In addition, it includes the funding to provide the new maintenance and enforcement for improved pedestrian access to Indian Pines. The most significant capital projects in the parks include the construction of a restroom at Mission Creek and the reconstruction of Timber Town 2.0. Although the demolition of the current Timber Town will take place in the fall of 2016, the reconstruction will occur in the spring of 2017. The project budget will be amended for enhancements when additional donations are finalized.

- Airport

Due to continued decrease in fuel sales and hanger rentals, the subsidy from the General Fund to support the Airport Fund increased from \$40,000 to \$80,000 in the proposed budget. The discussions with potential airport partners to provide greater input into the

airport operations and possibly provide funding as the airport provides economic support to the area are continuing.

Rate Recommendations

This proposed budget is based on the following rate recommendations for the City Commission to consider upon review of the budget:

- The proposed millage rate is recommended to remain at a total 16.25 mills. This budget proposes the reallocation of the .285 millage that was previously allocated to the Solid Waste Fund for recycling. The Solid Waste Fund had a number of years where recycling revenues exceeded expenses due to a strong recycling market. It is therefore recommended that the .285 allocated millage be used to fund General Fund operations instead.
- An increase is recommended on the monthly demand, or readiness to serve fee, for both water and wastewater. It was indicated last year that the 2016 rate increase was likely the first year of a multi-year phase-in of rate increases to ensure that adequate funds are available to maintain the current system and provide appropriate replacements of major components based on the most recent asset management assessments.
- The building permit fees are recommended to increase for 2017. These rates have not been adjusted since 1999 and were the first fees that were reviewed based on the goals discussion of doing an ongoing review of our rates and fees.
- Staff is completing the analysis of the cost of the rental licensing program and will bring forward potential adjustments to the fee structure for mid-2017 implementation. The analysis is not included in the proposed budget.

General Fund Overview

Due to the final payment on the Public Safety building bonds in 2016, this proposed budget reflects the general fund expenses are projected to exceed revenues by approximately \$15,700 in 2017. The ending 2017 Unassigned Fund Balance is projected at \$1,857,900 and meets the Fund Balance Policy goal of 15% of expenditures. History has shown that generally by the end of the year adjustments to revenues and expenses result in approximately a bottom line positive impact of \$200,000 better than predicted. Much of that savings is a result of staff vacancies that occur and/or grants that are received throughout the year.

Because 2018 and beyond has an obligation of \$317,000 from the General Fund to fund the financing plan for the Mt. Pleasant Center demolition, it will likely be necessary in 2018 to

either utilize additional funds from the Unassigned Fund Balance to cover operations, adjust services and/or adjust the millage rate to provide a balanced budget in future years.

Next Steps

Although City staff has been working on this proposed budget for months, the following four months will include discussions to evolve and improve the document. The next steps are:

City Commission Meeting	Task
September 26	Formal budget overview presentation by the Finance Director and Assistant Finance Director
October 4 and November 2	Special Meetings of the City Commission to discuss the budget in work session.
November 14	Public hearing on proposed 2017 Annual Operating Budget
December 12 or December 19	Formal approval by the City Commission

Conclusion

As indicated in the first paragraphs of this memo, a budget is more than a compilation of numbers. It is a document that specifically identifies the priorities of the community and how its scarce resources will be allocated. The review and approval of the budget is one of the most important responsibilities of the City Commission to ensure the allocation of those resources is moving the community forward in the manner desired by the community.

I would like to thank the staff for the work that has been put into developing this proposed budget as a starting point for the City Commission's discussion. On behalf of the community, I thank the City Commission for the attention and time you will put into the review and eventual approval of a 2017 Operating Budget.

2017 OPERATING BUDGET STRATEGIC INITIATIVES

WE WILL WORK TOGETHER TOWARD BEING A COMMUNITY.....

With stable funding from a diverse tax base

Objective: Increase efficiency while maintaining or increasing internal and external customer service to make better use of limited funds

Tactic: Investigate alternative filing systems for deeds for City property

Tactic: Develop an internal safety alliance structure

Tactic: Develop appropriate succession plan based on expected retirements and potential overlap of new hires

Tactic: Review routes for utility billing meter reads to allow for less lag time between usage and billing

Tactic: Increase cross-training of employees throughout Division of Public Works to allow for interdepartmental peaks and valleys

Tactic: Evaluate options for leasing a vector truck to reduce overall operating costs

Tactic: Explore training for the Building Official to assist with review on fire protection systems under the Michigan Building Code

Objective: Review of rate and fee structures to ensure fees are at appropriate levels

Tactic: Develop a schedule to review all rates and fees

Tactic: Implement building permit fees after appropriate approvals

Tactic: Review rental licensing fees

Objective: Provide effective management of pension assets

Tactic: Review options for police and fire pension investment advisor and trust services

Where services and opportunities are optimized by communicating, coordinating and cooperating with other entities and our citizens

Objective: Improve awareness of Mt. Pleasant to keep residents informed on City issues and events and increase the number of visitors and/or businesses to Mt. Pleasant

Tactic: Develop ways to utilize branding to market and promote the City

Tactic: Develop a stock photo library

Tactic: Review website for current information and ways to improve the look of pages and incorporate branding

Objective: Develop communication opportunities for property tax assessment administration information focused on business leaders and rental owners

Objective: Investigate options for public reporting of crime mappings

Objective: Implement development ready community practices

Tactic: Finalize the new zoning ordinance

Tactic: Completion of the Redevelopment Ready community certification process

Tactic: Coordinate training from Strong Towns consultants

Where shopping, dining and entertainment options thrive

Objective: Review and report on uses of downtown funding as modified in 2016 including new event series

Objective: Prepare the recommendation of the downtown special assessment for 2018 and beyond

Where economic opportunity for businesses offering competitive wages is readily available

Objective: Support regional business expansion and recruitment by offering sustainable services at the Mt. Pleasant Airport

Tactic: Finalize potential partners and funding and implement the preferred legal structure of the partnership

Tactic: Complete process to obtain easements and clear trees for the appropriate FAA requirements for flight paths

Tactic: Develop farming contract for available airport land to reduce mowing costs

Objective: Design new elevated water storage tank

Objective: Create a future development vision for the Mission Street corridor to guide future investment and increase safety

Objective: Update the Economic Development Action Plan

Tactic: Update the action plan considering recommendation from Strong Towns and Redevelopment Ready Communities best practices

Tactic: Develop the conceptual plan and marketing of the Mt. Pleasant Center Property for future development

Tactic: Identify and actively market redevelopment sites within the City

With varied recreational and cultural opportunities

Objective: Enhance and maintain park facilities to accommodate growing use

Tactic: Complete Phase II of the GLRI grant which includes riverbank stabilization with tree removals and plantings

- Tactic: Island Park ball field enhancements including field irrigation, dugout improvements and lighting lamp replacements
- Tactic: Construct restroom at Mission Creek Park
- Tactic: Construct new walkway at Nelson Park, dependent on donation
- Tactic: Provide universal access to existing venues at Island Park
- Tactic: Replace fishing decks at Millpond Park
- Tactic: Complete fundraising and coordinate construction of Timber Town 2.0

Objective: Implement recreation sponsorship plan community-wide

Objective: Increase the outdoor special event offerings particularly focused on engaging students

Objective: Implement cross marketing of recreation with programming events

With a reliable and sustainable infrastructure

Objective: Consolidate and transition internal computer servers to a virtual environment to increase flexibility, redundancy, and growing needs

Objective: Create and implement standard engineering design standards for water and sanitary sewer distribution systems

Objective: Rehabilitation of primary settling tank, weirs and tubes at the Waste Water Treatment Plant

Objective: Work with the Downtown Development Board and the Tax Increment Finance Authority to investigate additional development at Town Center with the redevelopment of parking lot #3 in 2018

Objective: Prepare analysis and recommendation for additional low cost non-motorized plan improvements and identify ones needing further study

Tactic: Evaluate recommended preferred bike routes and the cost to implement

That is safe, clean, healthy, and environmentally conscious

Objective: Investigate methods to better coordinate efforts between PEAK and YSU particularly during the summer months

Objective: Develop multi-year cleaning for storm sewer collection system based on data obtained from the SAW grant

Objective: Improve pedestrian lighting in neighborhoods and/or at street intersections

Objective: Initiate street name sign replacement to comply with new standards over the next three years

Objective: Improve water quality testing and the distributions systems

Tactic: Perform additional non-required lead testing in more locations

Objective: Increase ability to use existing sidewalks during the winter months

Tactic: Research snow removal ordinances and their effectiveness

Tactic: Identify what other cities do to keep ADA ramps clear at sidewalk/road

With well maintained, livable and desirable neighborhoods

Objective: Review potential changes to the rental licensing ordinance and fees

Tactic: Evaluate reducing inspection frequency for single-family duplex rentals

Tactic: Evaluate options for higher penalties or consequences for unlicensed rentals

Tactic: Calculate the full cost of rental licensing and consider fee increases

Objective: Evaluate the future need and funding for the third code enforcement officer

Objective: Investigate consultants to design and then promote unique façade updates on existing multiple family residential developments

Objective: Implement the results of the housing target market analysis

Objective: Encourage neighborhood stability, capacity and engagement

Tactic: Update neighborhood wellness surveys

Tactic: Conduct neighborhood strategic planning exercises

Tactic: Revise the neighborhood mini-grant program

Tactic: Explore residential rental restriction overlay areas and/or a rental rights transfer program

Tactic: Consider a blight ordinance

Committed to recognizing, accepting and encouraging diversity

Objective: Partner with CMU regarding trends in student demographics

Tactic: Strengthen the educational opportunities for CMU international students during orientation

Tactic: Provide appropriate training to City staff

Tactic: Partner with entities to provide diverse cultural events

NOTE: Items highlighted in tan are deemed to be higher priority.

**CITY OF MT. PLEASANT
2017 PROPOSED BUDGET SUMMARY**

	ESTIMATED (A)			
	Fund Balance	2017	2017	Fund Balance
	<u>January 1</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>December 31</u>
<u>GOVERNMENTAL FUNDS</u>				
General Funds				
Unassigned	\$1,857,906	\$12,336,650	\$0	\$0
Legislative Division	0	0	1,442,690	0
Finance Division	0	0	1,045,890	0
Public Safety Division	0	0	6,483,290	0
Community Services Division	0	0	2,542,310	0
Public Works Division	0	0	838,220	0
Amount from Fund Balance	0	0	(15,750)	0
Total Unassigned	\$1,857,906	\$12,336,650	\$12,336,650	\$1,857,906
Assigned for Next Year's Budget	\$15,750	\$0	\$15,750	\$0
Assigned for Economic Development	312,265	89,600	0	401,865
Assigned for Projects/Programs	477,322	30,000	214,660	292,662
Restricted	209,962	100,500	102,000	208,462
Non-spendable	443,250	0	9,600	433,650
Total General Fund	\$3,316,455	\$12,556,750	\$12,678,660	\$3,194,545
Special Revenue Funds				
Major Street Fund				
Restricted	\$1,379,050	\$2,271,170	\$2,149,950	\$1,500,270
Restricted for Donation	15,399	0	0	15,399
Total Major Street Fund	\$1,394,449	\$2,271,170	\$2,149,950	\$1,515,669
Local Street Fund Restricted	\$302,061	\$1,048,360	\$1,139,390	\$211,031
Special Assessment Committed	\$225,209	\$2,810	\$0	\$228,019
Downtown Parking & Improvement Fund				
Restricted from Special Assessment	\$65,064	\$242,450	\$247,870	\$59,644
Assigned	1,227	0	0	1,227
Total Downtown Parking & Improv. Fund	\$66,291	\$242,450	\$247,870	\$60,871
Parks & Recreation Fund				
Restricted for PEAK	\$0	\$173,000	\$173,000	\$0
Assigned for PEAK	427,745	394,000	393,990	427,755
Assigned for Projects	132,780	0	132,780	0
Assigned for Recreation	72,480	503,280	554,880	20,880
Total Parks & Recreation Fund	\$633,005	\$1,070,280	\$1,254,650	\$448,635
Block Grant Fund				
Assigned for Owner Occupied - Hsg.	\$31,045	\$0	\$0	\$31,045
Assigned	316,715	800	11,500	306,015
Total Block Grant Fund	\$347,760	\$800	\$11,500	\$337,060
Cemetery Fund Committed	\$186,401	\$6,300	\$0	\$192,701
Total Governmental Funds				
 Appropriated Budget	\$6,471,631	\$17,198,920	\$17,482,020	\$6,188,531

**CITY OF MT. PLEASANT
2017 PROPOSED BUDGET SUMMARY**

	ESTIMATED (A)			
	Fund Balance	2017	2017	Fund Balance
	<u>January 1</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>December 31</u>
CAPITAL PROJECT FUNDS				
Capital Improvement Fund				
Committed for Specific Projects	\$572,000	\$70,000	\$122,000	\$520,000
Committed	518,321	793,900	774,000	538,221
Total Capital Improvement Fund	<u>\$1,090,321</u>	<u>\$863,900</u>	<u>\$896,000</u>	<u>\$1,058,221</u>
DEBT SERVICE FUNDS				
Borden Building Debt Restricted	\$62,967	\$336,990	\$347,700	\$52,257
Capital Project and Debt Service Funds				
Informational Summaries	<u>\$1,153,288</u>	<u>\$1,200,890</u>	<u>\$1,243,700</u>	<u>\$1,110,478</u>
	<u>Working</u>	<u>Sources of</u>	<u>Uses of</u>	<u>Working</u>
	<u>Capital</u>	<u>Working</u>	<u>Working</u>	<u>Capital</u>
	<u>December 31</u>	<u>Capital</u>	<u>Capital</u>	<u>December 31</u>
Component Units				
MISSION STREET DDA FUND				
Assigned	\$250,000	\$240,000	\$190,000	\$300,000
Unassigned	63,124	33,000	71,250	24,874
Total Mission Street DDA Fund	<u>\$313,124</u>	<u>\$273,000</u>	<u>\$261,250</u>	<u>\$324,874</u>
TAX INCREMENT FIN AUTH FUND				
Central Business District Restricted	\$42,437	\$0	\$0	\$42,437
Central Business District Assigned	450,000	135,000	66,000	519,000
Central Business District Unassigned	60,725	110,310	108,240	62,795
Ind Park North Assigned	100,000	0	10,000	90,000
Ind Park North Unassigned	7,066	690	220	7,536
Total TIFA	<u>\$660,228</u>	<u>\$246,000</u>	<u>\$184,460</u>	<u>\$721,768</u>
LOCAL DEVELOPMENT FINANCE AUTH.				
Assigned	\$50,000	\$0	\$0	\$50,000
Unassigned	164,406	121,000	124,690	160,716
Total LDFA	<u>\$214,406</u>	<u>\$121,000</u>	<u>\$124,690</u>	<u>\$210,716</u>
BROWNFIELD REDEVELOPMENT FUND				
Assigned for Incentives	\$57,997	\$0	\$57,997	\$0
Assigned for Remediation	2,068	4,207	0	6,275
Assigned for Developers	0	153,193	153,193	0
Total Brownfield	<u>\$60,065</u>	<u>\$157,400</u>	<u>\$211,190</u>	<u>\$6,275</u>
ECONOMIC DEVELOPMENT CORP				
Assigned for Parking Lot	\$12,000	\$1,500	\$0	\$13,500
Unassigned	15,290	6,200	6,500	14,990
Total EDC	<u>\$27,290</u>	<u>\$7,700</u>	<u>\$6,500</u>	<u>\$28,490</u>
Total Component Unit Funds	<u>\$1,275,113</u>	<u>\$805,100</u>	<u>\$788,090</u>	<u>\$1,292,123</u>
Informational Summaries				

**CITY OF MT. PLEASANT
2017 PROPOSED BUDGET SUMMARY**

	Working Capital <u>December 31</u>	Sources of Working Capital	Uses of Working Capital	Working Capital <u>December 31</u>
<u>PROPRIETARY FUNDS</u>				
Enterprise Funds				
Land Development Fund				
Restricted	\$170	\$0	\$0	\$170
Unassigned	91,019	15,700	14,700	92,019
Total Land Development	<u>\$91,189</u>	<u>\$15,700</u>	<u>\$14,700</u>	<u>\$92,189</u>
Airport Fund				
Restricted	\$27,000	\$40,000	\$40,000	\$27,000
Assigned	82,519	0	0	82,519
Unassigned	39,557	704,090	735,280	8,367
Total Airport	<u>\$149,076</u>	<u>\$744,090</u>	<u>\$775,280</u>	<u>\$117,886</u>
Sewer Fund				
Assigned	\$153,747	\$245,000	\$230,000	\$168,747
Restricted	708,963	90,000	307,000	491,963
Unassigned	1,258,809	2,228,180	2,314,540	1,172,449
Total Sewer	<u>\$2,121,519</u>	<u>\$2,563,180</u>	<u>\$2,851,540</u>	<u>\$1,833,159</u>
Water Fund				
Restricted	\$596,700	\$0	\$0	\$596,700
Assigned	1,173,679	340,000	406,250	1,107,429
Unassigned	389,080	2,670,990	2,527,750	532,320
Total Water	<u>\$2,159,459</u>	<u>\$3,010,990</u>	<u>\$2,934,000</u>	<u>\$2,236,449</u>
Solid Waste Fund				
Restricted	\$297,346	\$0	\$0	\$297,346
Assigned	38,000	0	0	38,000
Unassigned	857,211	401,590	549,250	709,551
Total Solid Waste	<u>\$1,192,557</u>	<u>\$401,590</u>	<u>\$549,250</u>	<u>\$1,044,897</u>
Internal Service Funds				
Motor Pool Fund				
Unassigned	\$738,125	\$859,900	\$939,020	\$659,005
Self Insurance Fund	<u>\$1,239,793</u>	<u>\$2,372,100</u>	<u>\$2,466,600</u>	<u>\$1,145,293</u>
Total Proprietary Funds	<u>\$7,691,718</u>	<u>\$9,967,550</u>	<u>\$10,530,390</u>	<u>\$7,128,878</u>
Informational Summaries				

(A) Projections as of August, 2016



City Residents

City Commission

Appointed Boards

City Manager

Public Works

Financial Services

Public Safety

Community Services & Economic Development

- Airport
- Engineering
- Street
- Wastewater
- Water

- Treasurer
- Assessing
- Finance
- Information Technology

- Human Resources
- City Clerk
- Public Relations

- Fire/Code Enforcement
- Police
- Public Safety Records

- Economic Development
- Building Safety
- Downtown Development
- Parks & Public Spaces
- Planning / Community Development
- Recreation & Sports

GENERAL FUND

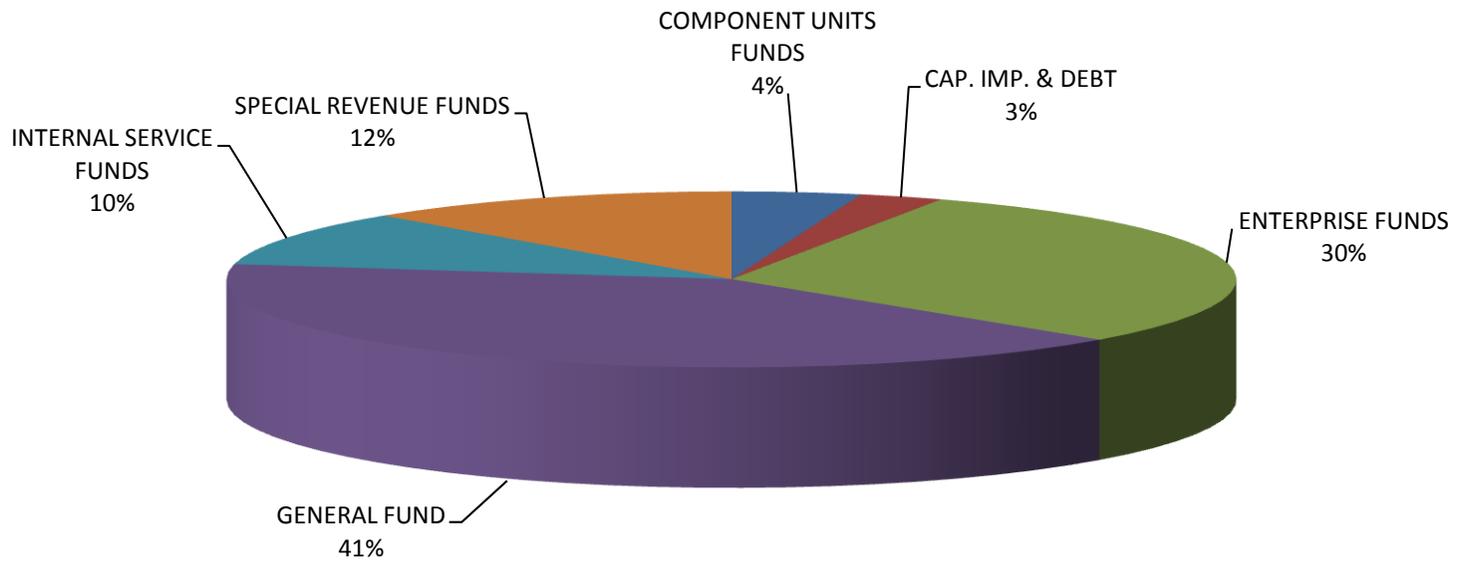
The General Fund is used to account for resources traditionally associated with government that are not required legally or by sound financial management to be accounted for in another fund.

Overview

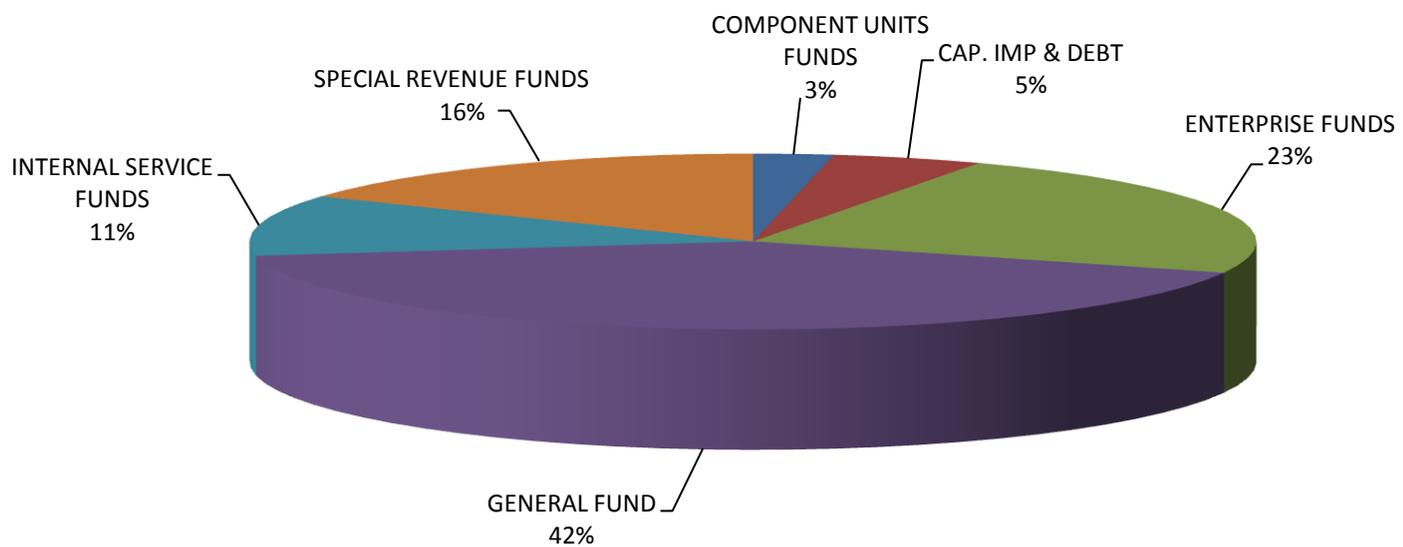
- Projected revenue is \$12,556,750 and projected total expenditures are \$12,678,660
- The impact on the Unassigned Fund Balance is a decrease of \$15,750. Projected December 31, 2017, Unassigned Fund Balance of \$1,857,906; which is 15% of the 2017 operating budget, is in compliance with the fund balance policy adopted by the City Commission
- During 2016 the City Commission approved internal financing for the Mt. Pleasant Center property demolition. The General Fund balance used for financing is to be replenished by 2026 with the \$317,000 annual budget savings from Public Safety Building Bonds that were paid off in 2016
 - In accordance with the plan, the 2017 \$317,000 bond savings will go to the Unassigned Fund Balance. Because operational expenditures exceed revenues, a transfer of \$15,750 is needed from the Unassigned Fund Balance to provide a balanced 2017 budget
 - In 2018 a portion of \$317,000 bond savings will be used to make payments as required under the Blight Elimination Loan that was also used to finance this project. The remainder of the \$317,000 will be used for the next four years to replenish the assigned fund balances that were used for the internal financing. This will result in continued challenges to fund operations without using Unassigned Fund Balance funds in the future
 - Beginning in 2022, the Unassigned Fund Balance will begin to be replenished with the savings
- Assigned fund balance of \$401,865 is still available for targeted economic development initiatives. \$80,000 of the 2017 additional taxes from the Marriot hotel has been added to the 2017 assigned balance and City Commission action calls to continue this for the next three years to pay back the funds provided for public improvements at the development
- Details regarding revenue and expenditures precede the revenue and division sections
- Overall expenditures remain flat. Being a service organization, the majority of our expenditures are for compensation. Overall changes to compensation are as follows:
 - Pay rates are negotiated with the various unions for majority of the employees and contracted amounts are included in the budget. A contingency for wage increases is in the City Manager's budget for PACT and employee groups without 2017 contracts

- During 2015, the pension system for all non-police/fire employees changed their assumptions for interest earnings and retiree mortality. This, along with weak market performance, results in an increase of \$161,000 in contribution to the plan across all funds in 2017
- Due to weak investment performance in the ACT 345 Pension for police/fire employees, the 2017 contribution increased \$66,939 after a decrease of \$42,448 in 2016
- The City's Self-Insurance Health Fund has accumulated a reserve balance in excess of the target balance in our policy. Therefore, in the 2016 amended and 2017 budget, the premiums charged to other funds have been decreased to reduce the reserves
- The following graphs provide overviews of the 2017 budget, primarily focusing on the General Fund as well as some historical trends

**CITY OF MT. PLEASANT
Total 2016 Expenditure Budgets**

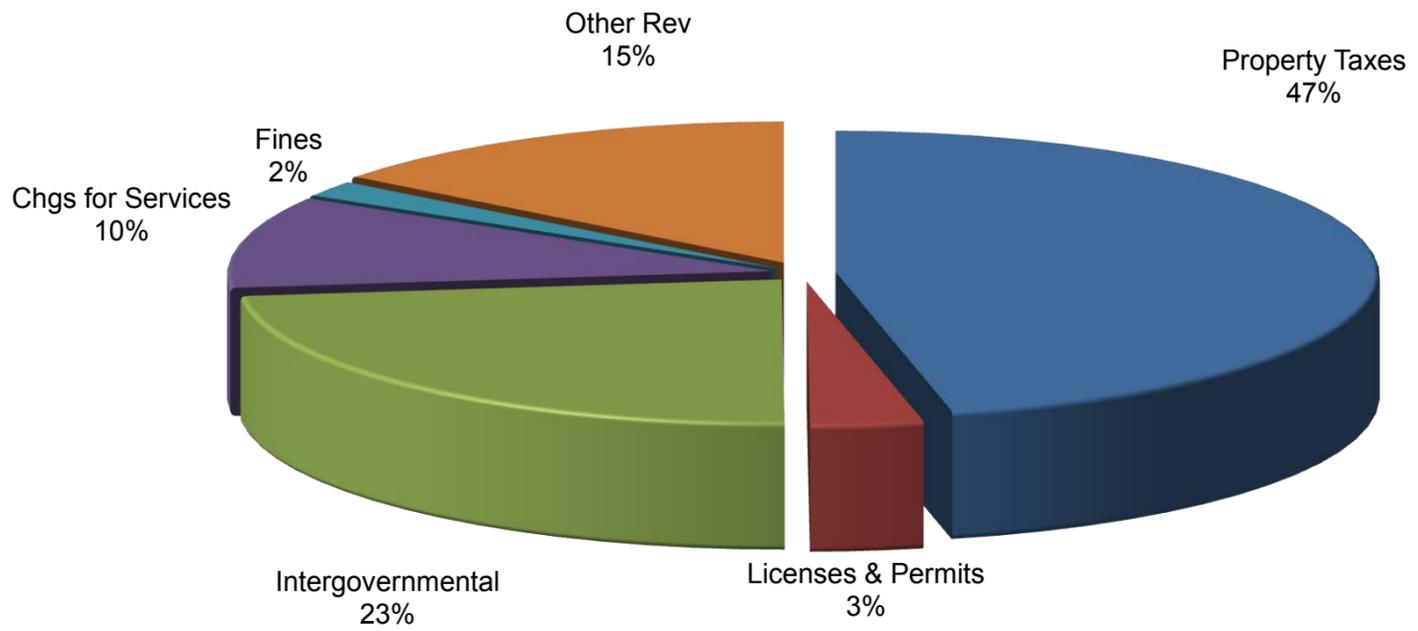


**CITY OF MT. PLEASANT
Total 2017 Expenditure Budgets**

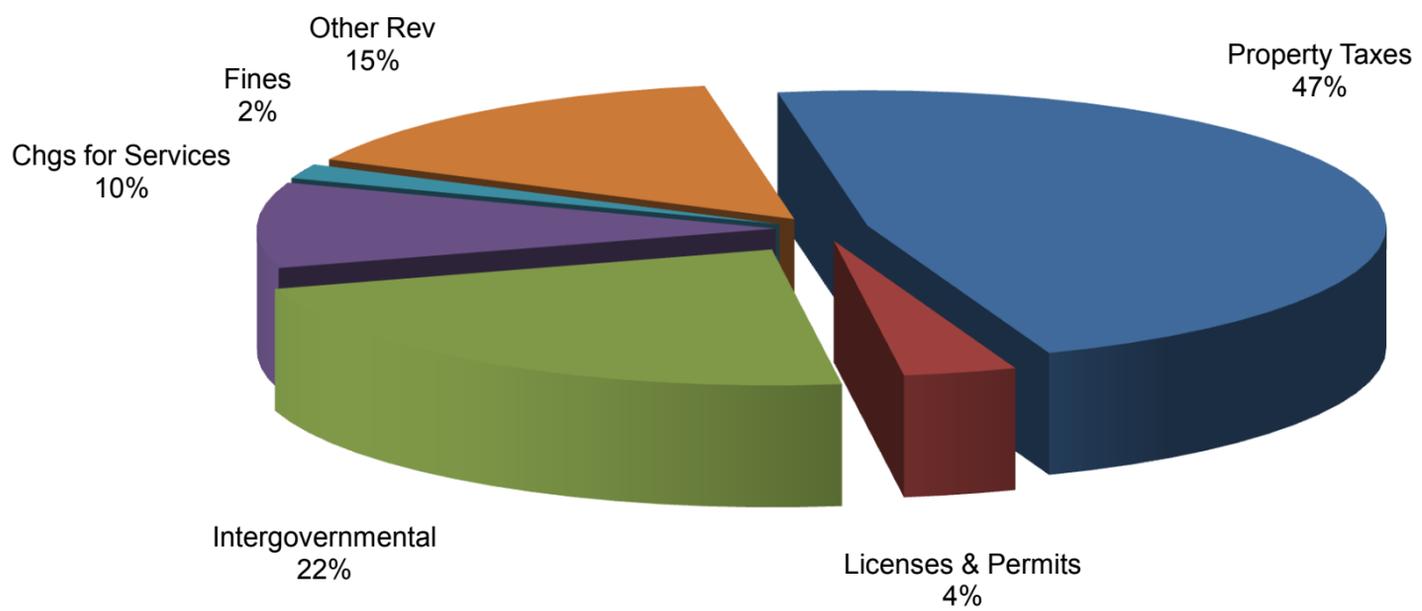


**CITY OF MT. PLEASANT
General Fund Budget
Sources of Revenue**

2016 Estimated Budget

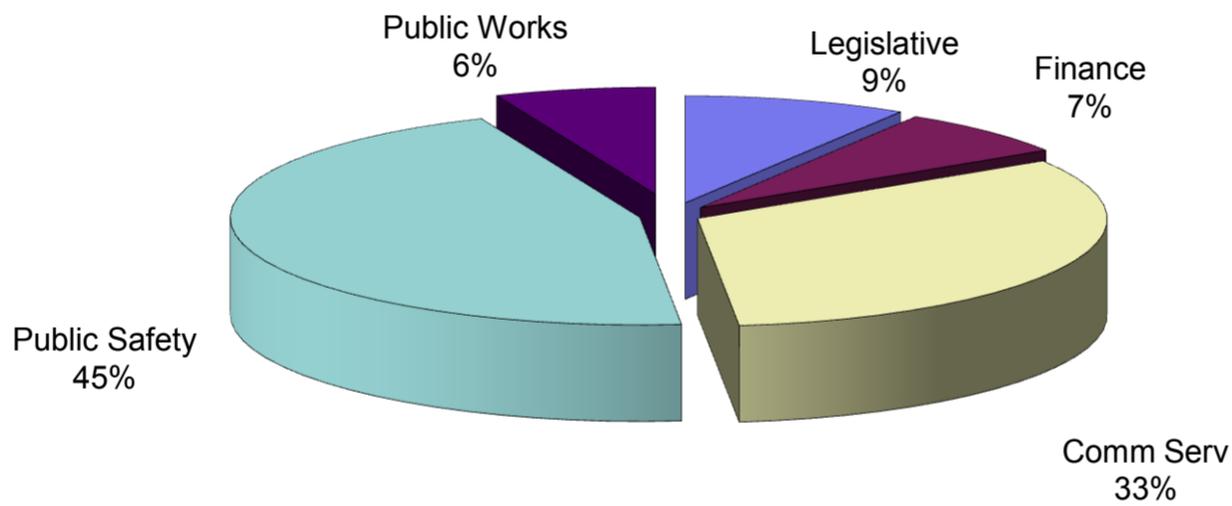


2017 Proposed Budget

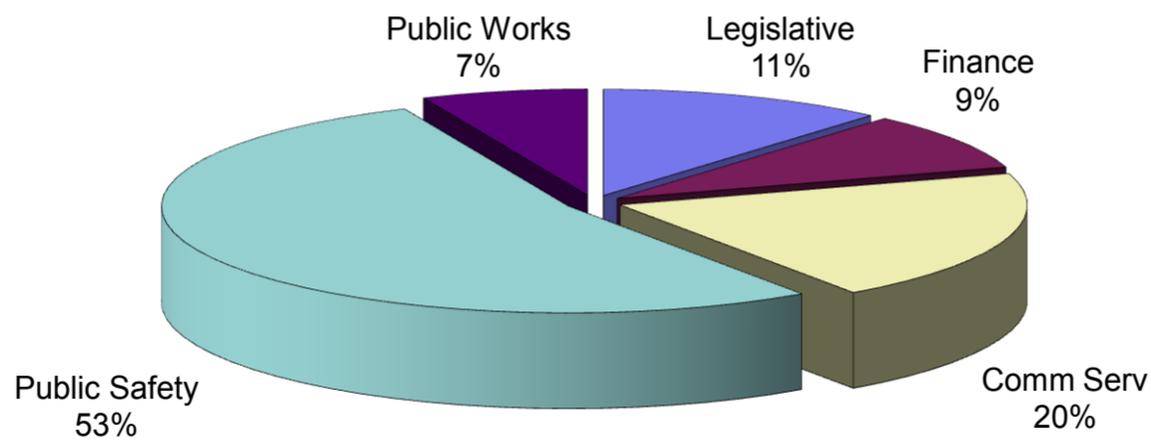


CITY OF MT. PLEASANT General Fund Budget Uses of Funds by Division

* 2016 Estimated Budget



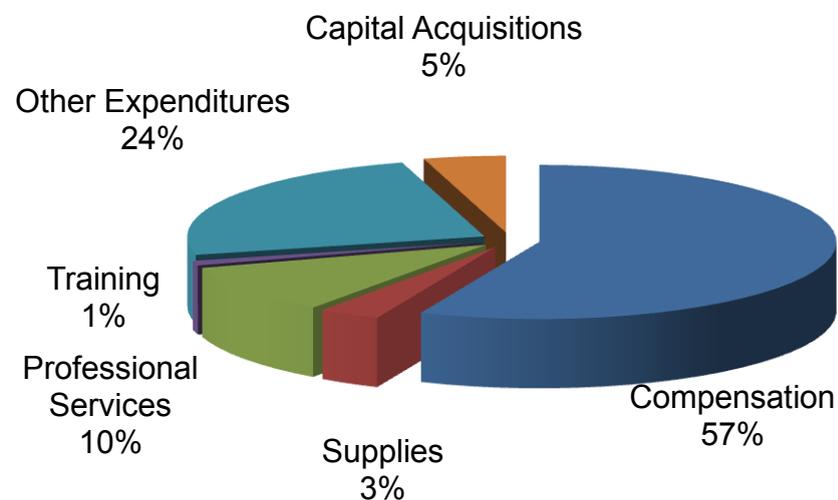
2017 Proposed Budget



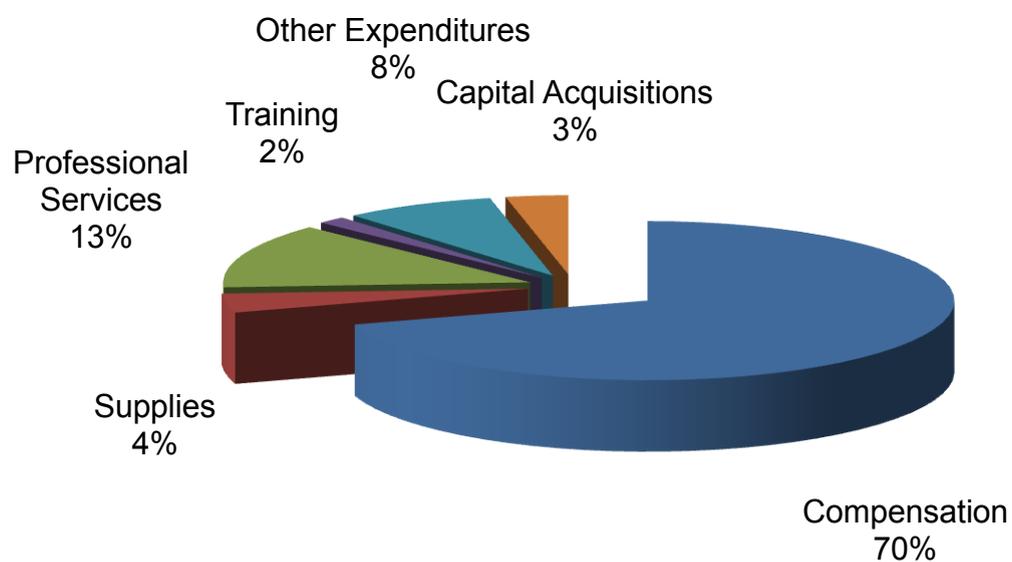
*2016 includes \$2,739,550 for Mt. Pleasant Center demolition. This makes the Community Services % higher and decreases other divisions for 2016 as compared to 2017.

CITY OF MT. PLEASANT General Fund Budget Uses of Funds by Expenditure Category

* 2016 Estimated Budget



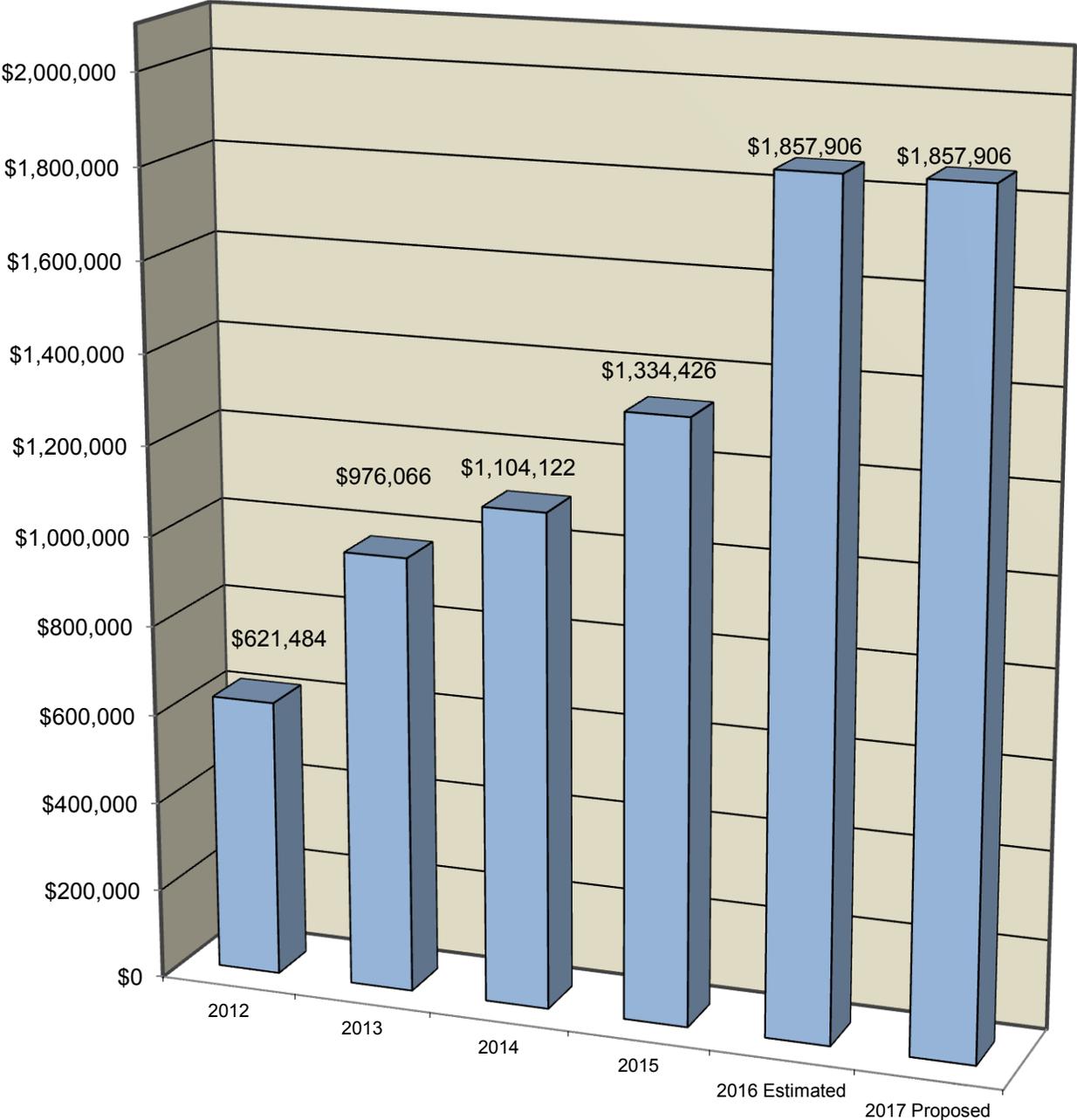
2017 Proposed Budget



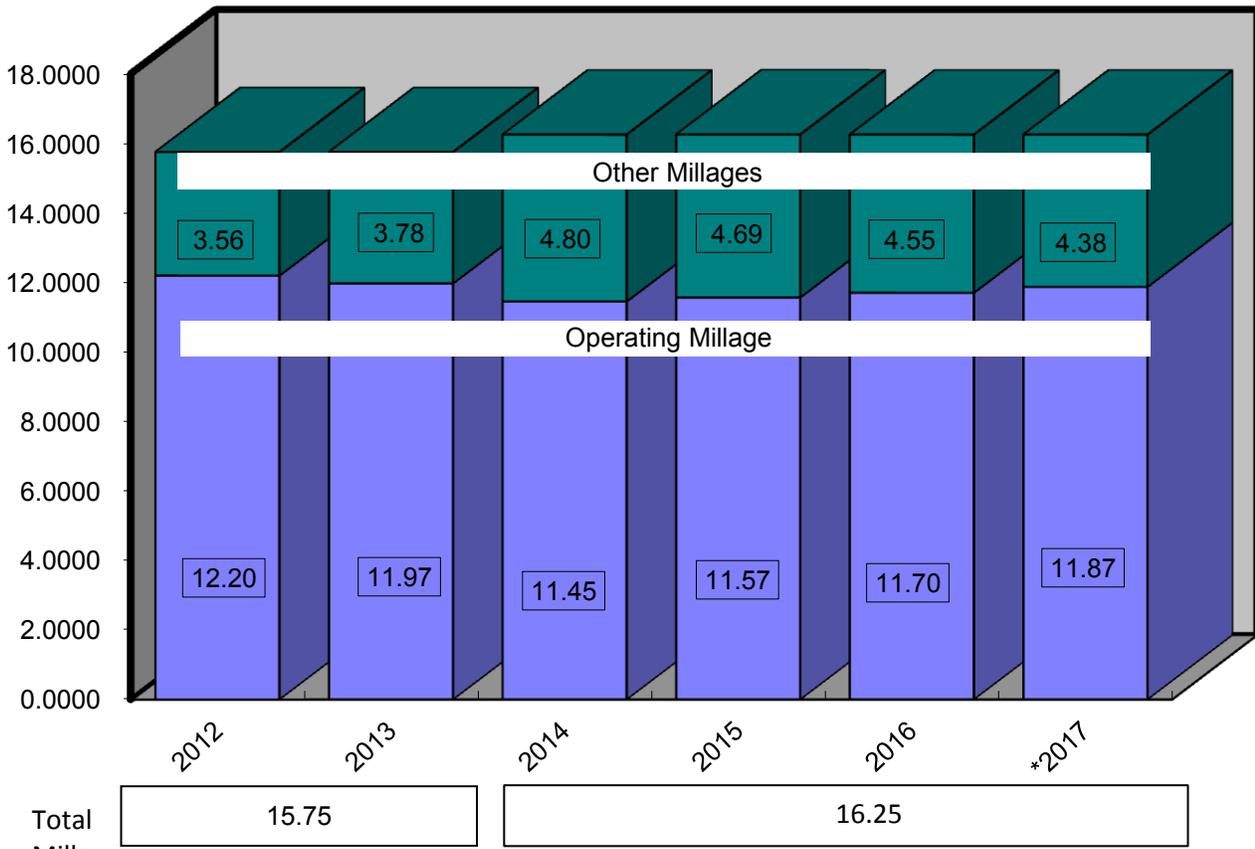
*2016 includes \$2,739,550 for Mt. Pleasant Center in Other Expenditures. This makes % by expenditure category less for all other categories for 2016 vs. 2017.

City of Mt. Pleasant Unassigned General Fund Balance

Note: Beginning in 2016, figures include the 15% Fund Balance Policy Goal



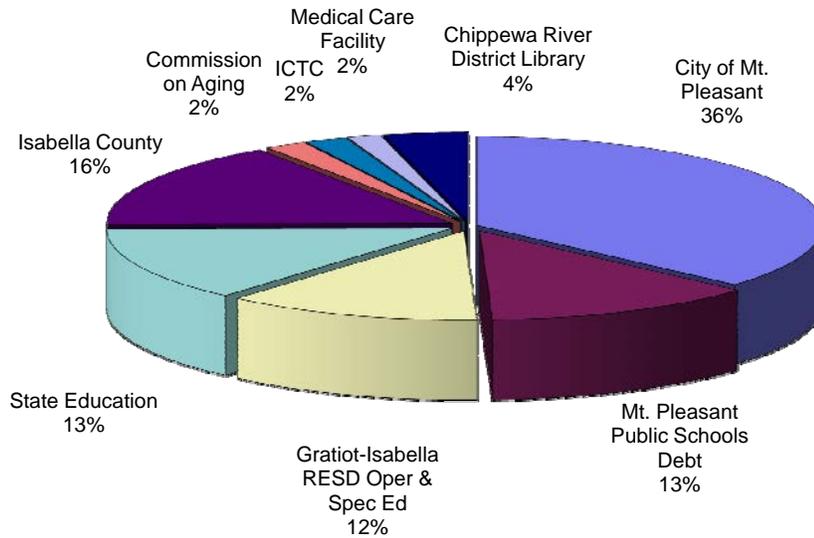
City of Mt. Pleasant Millage Rate



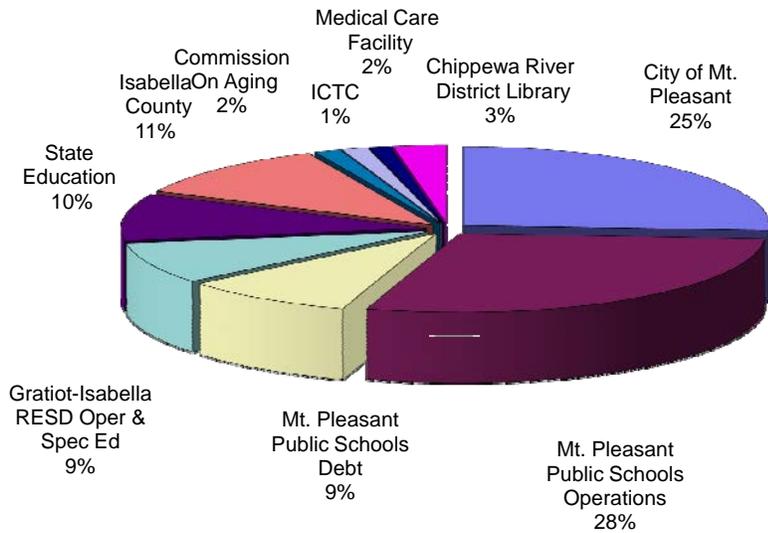
* Based on Proposed Budget

City Property Owners Year 2016 Total Millages

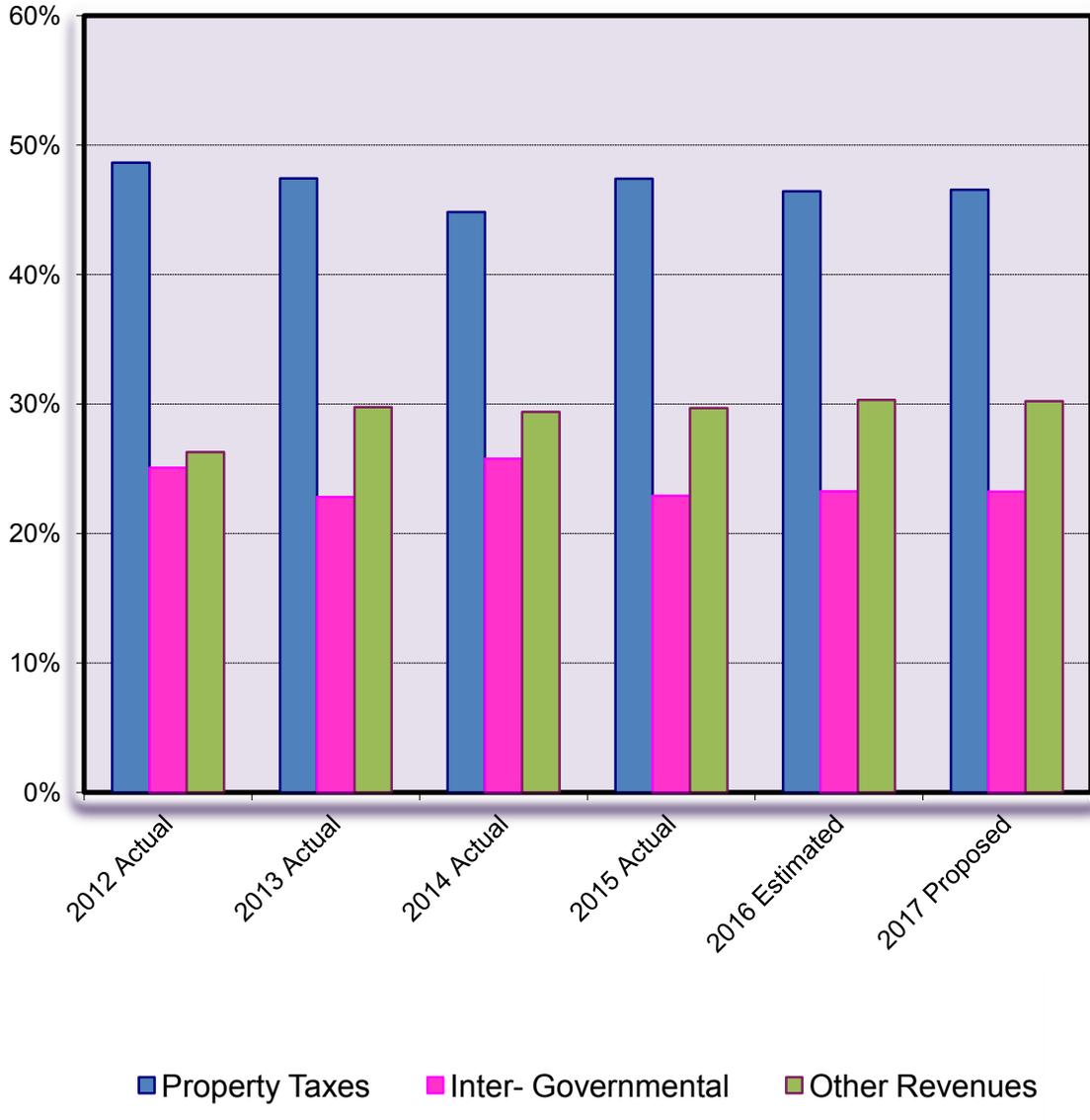
Principal Residence Properties



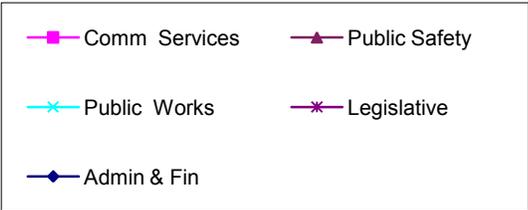
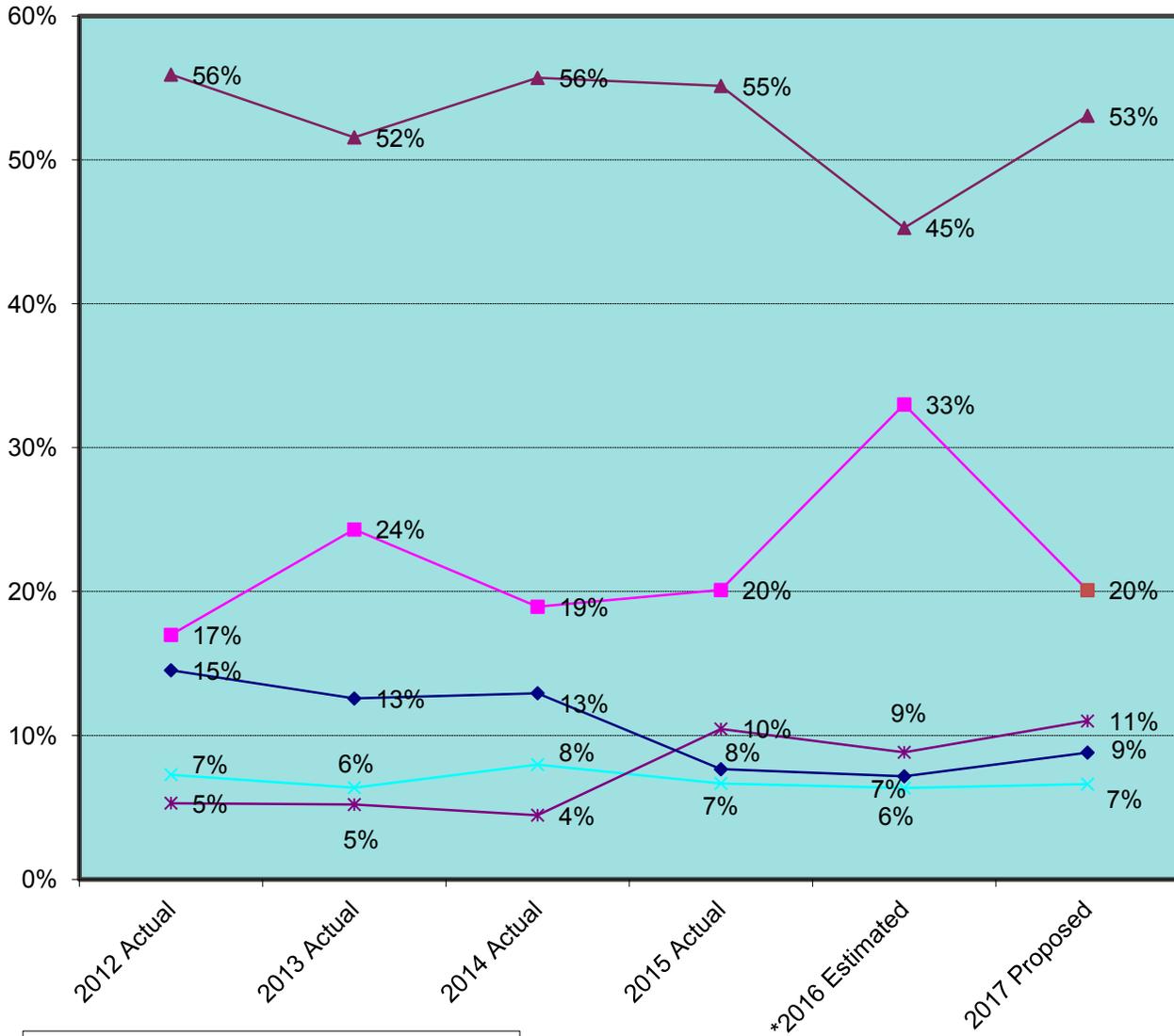
Non-Principal Residence Properties



City of Mt. Pleasant General Fund Sources as a Percent of Total Revenues



City of Mt. Pleasant General Fund Expenditures by Division as Percent of Total Expenditures



*2016 includes \$2,739,550 for Mt. Pleasant Center demolition. This makes the Community Services % higher and decreases other divisions for 2016 as compared to 2017.

GENERAL FUND REVENUE

- The millage rate for 2017 is modeled at 16.25 mills. The millage rate may be revisited in the spring of 2017 due to the uncertainty of State Shared Revenue, personal property tax reimbursement and property tax values
- It is proposed that the current millage levy for recycling be reallocated to the General Fund. Over the past few years the operations cost of the City/County joint Material Recycling Facility has been more than adequately covered by the millage. Due to the positive market for recycling materials, a surplus has been built up to cover the cost of operations for a few years to come. Comparison of each millage component to the prior year is as follows:

	2016 Millage Rate	Modeled 2017 Millage Rate	Net Change Millage Rate
Operating	11.705	11.870	+0.165
Fire & Police Pension/ Police Healthcare	1.760	1.880	+0.120
Recycling	0.285	0.000	-0.285
Capital Improvement	2.000	2.000	0.000
Borden Building Debt	0.500	0.500	0.000
Total	16.250	16.250	0.000

- A one percent increase in taxable value of real property is projected throughout the City and another 1.3% increase for the addition of the final value for the Marriot hotel completion. An additional projected loss of \$5,000,000 in taxable value for year two phase out of eligible manufacturing personal property (EMPP) is included in the budget. It is expected that the State will reimburse 100% of the small taxpayer personal property tax and EMPP essential services loss. The state has not indicated yet if they will have enough funds to reimburse for the non-essential services EMPP loss in 2017
- Building Permit revenue is projected to increase due to the proposed increase in permit fees. Building permit fees have not increased since 1999. With the increase in fees, the City is still compliant with the state statute that total permit fees generated cannot exceed the cost of operating the department. A review of rental licensing fees is currently taking place. A recommendation for fee increases, if any, will be made in early 2017 and the budget will be amended at that time
- State Shared Revenue is projected to increase \$13,000 based on current projections provided by Treasury
- State Reimbursement for Personal Property Tax loss decreased due to the final payment for 2014 & 2015 received in 2016. The State has indicated that they will have sufficient funds to reimburse for non-essential services EMPP loss in 2016 but has not given an indication for 2017. The City's non-essential services loss from EMPP is computed by the State at 39% of the tax loss. This is approximately \$33,000 and is not included in the 2017 projections
- Fire protection funding from the State is projected to be at the same level as 2015. The amount from Union Township includes a negotiated increase of \$14,700 in the contract

- Interest on Investments is expected to decrease due to the internal financing of the Mt. Pleasant Center demolition costs in the second half of 2016
- Parking fines and revenue are assumed to remain the same as when entered into agreement with CMU for enforcement near campus and have seen an increase in the number of tickets written for overnight parking violations
- Tribal 2% Allocation reflects an amount toward partial funding of the Youth and Community Services Unit and a contribution toward B.A.Y.A.N.E.T.
- Decrease in Donations from Private Sources due to Potter & Yost improvements, Community Foundation A.E.D. and Nelson Park Gazebo donations received in 2016; assumed donation of \$23,000 for Nelson Park walkway project in 2017
- An extensive review of the overhead charged to the various funds was performed to ensure that the other funds portion of overhead was adequate to cover the costs of Human Resources, Treasurer, Information Technology, Finance, Communications, Clerk, City Manager, City Attorney and Audit. This had not been done in several years and was before the Information Technology and Communications departments existed. This review resulted in an average 2% increase in the overhead rate charged. This results in approximately \$275,000 more in charges for overhead. Funds that are supported by a General Fund subsidy; Recreation, Downtown and Airport, result in an increase in the General Fund subsidy for increased overhead to allow for the budget to reflect the true cost of the programs
- Contribution from Parks and Recreation Fund increased due to transfer of trust fund restricted donations and other Playscape donations to be used toward redevelopment of the structure in 2017
- Contribution from Other Funds decreased for Special Assessment to be levied for 2016 pedestrian lighting and 2016 contribution from HODAG Fund to cover the costs of an additional Code Enforcement Officer for 2016 & 2017
- Capital Improvement funding is provided for the following projects:
 - \$319,000 toward Mission Creek restroom
 - 122,000 toward Playscape
 - 120,000 toward neighborhood pedestrian lights
 - 100,000 toward replacement sidewalks
 - 50,000 toward Millpond fishing deck
 - 35,000 toward DPS garage door replacement
 - 35,000 toward Island Park universal access
 - 16,000 toward DPS locker rooms
 - 10,000 toward Island Park softball lighting upgrades
 - 9,000 toward Nelson Park walkway (contingent on matching donation)
 - 5,000 toward Park Partnership
- Decrease in Refunds due to the dividend reimbursement received in 2016 from the City's liability insurance carrier. It is possible the carrier will declare a refund in 2017 but we cannot predict the amount at this time

GENERAL FUND**2017 PROPOSED BUDGET**

	ESTIMATED 01/01/17 BEGINNING <u>BALANCE</u>	2017 PROPOSED <u>REVENUES</u>	2017 PROPOSED <u>EXPENDITURES</u>	2017 ENDING <u>BALANCE</u>
UNASSIGNED*	\$1,857,906	\$12,336,650	\$12,336,650	\$1,857,906
ASSIGNED:				
NEXT YEAR'S BUDGET	15,750	0	15,750	0
ECONOMIC DEVELOPMENT PROJECTS/PROGRAMS	312,265	89,600	0	401,865
RESTRICTED	477,322	30,000	214,660	292,662
NON-SPENDABLE	209,962	100,500	102,000	208,462
	443,250	0	9,600	433,650
TOTAL GENERAL FUND	\$3,316,455	\$12,556,750	\$12,678,660	\$3,194,545

*Public Safety Bonds were paid off in 2016 decreasing expenditures \$317,000 in 2017. In accordance with Mt. Pleasant Center internal financing plan, \$317,000 was to be added to Unassigned Fund Balance in 2017. Because operational expenditures exceed revenues, a transfer of \$15,750 is needed from the Unassigned Fund Balance to provide a balanced 2017 budget. Unassigned Fund Balance is 15% of expenditures and in compliance with the fund balance plan adopted by the City Commission.

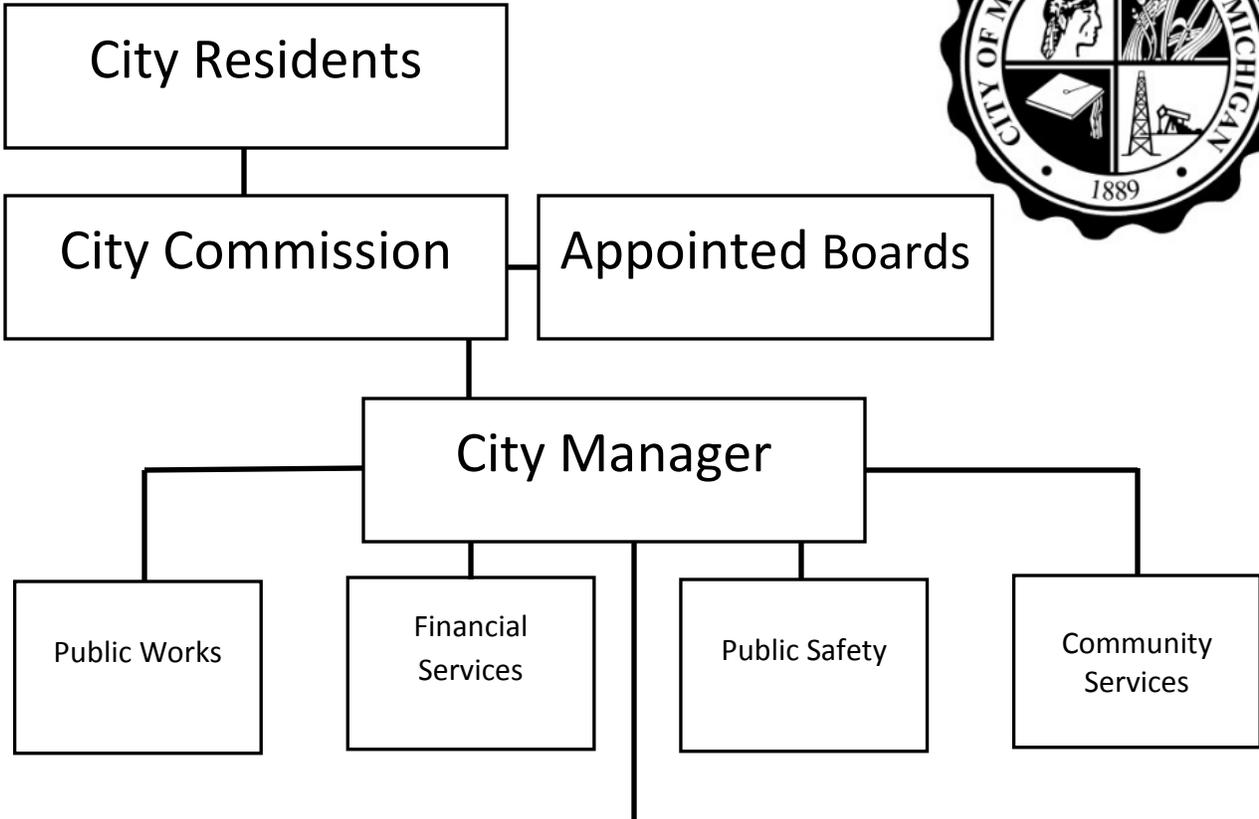
GENERAL FUND REVENUE

	<u>2014 ACTIVITY</u>	<u>2015 ACTIVITY</u>	<u>2016 AMENDED BUDGET</u>	<u>2017 PROPOSED BUDGET</u>
<u>PROPERTY TAXES</u>				
Real Property Taxes	\$5,050,857	\$5,111,439	\$5,193,760	\$5,465,940
Personal Property Taxes	404,569	428,321	376,000	347,000
Abated Industrial Property	22,178	45,609	44,470	28,000
Payment In Lieu Of Taxes	52,838	51,724	53,000	53,000
Interest & Penalty On Taxes	42,498	46,537	36,700	36,700
PROPERTY TAXES TOTAL	\$5,572,940	\$5,683,630	\$5,703,930	\$5,930,640
<u>LICENSES AND PERMITS</u>				
Business Licenses & Permits	\$7,387	\$11,837	\$14,000	\$14,000
Cable Franchise Fees	143,725	142,333	140,000	140,000
Housing Rental Inspection	161,432	162,012	168,400	168,400
Building Permits	97,140	121,788	87,000	121,000
LICENSES & PERMITS TOTAL	\$409,684	\$437,970	\$409,400	\$443,400
<u>INTERGOVERNMENTAL</u>				
Federal Grant	\$2,280	\$2,241	\$50,000	\$50,000
State Grant	322	115,922	30,400	5,400
State Revenue Sharing	2,667,699	2,650,616	2,671,000	2,684,000
State Reimb. PPT Loss	1,800	55,248	72,900	68,000
State Share - Liquor	21,290	22,026	20,000	20,000
INTERGOVERNMENTAL TOTAL	\$2,693,391	\$2,846,053	\$2,844,300	\$2,827,400
<u>CHARGES FOR SERVICES</u>				
Charges For Services	\$56,656	\$58,068	\$48,900	\$48,900
Charges For Svc-Cell Towers	70,589	104,297	86,000	75,000
Charges For Dog Park	0	10,915	12,730	12,730
Tax Collections (Admin Fee)	167,029	169,827	171,000	171,000
Fire Protection - Twp/State	915,051	925,226	915,000	929,700
Cemetery Lot Services	17,366	23,858	25,000	25,000
Cemetery Lot Sales	3,600	10,400	6,000	6,000
Sidewalk Construction	750	850	500	500
Park Facility Rental	18,656	17,407	16,000	16,000
Parking Meter	18,574	11,312	9,000	9,000
CHARGES FOR SERVICES TOTAL	\$1,268,271	\$1,332,160	\$1,290,130	\$1,293,830
<u>FINES</u>				
Parking Fines	\$78,844	\$34,378	\$91,000	\$91,000
Ordinance Fines	73,721	72,220	90,000	90,000
Diversion Fines	39,000	53,750	40,000	40,000
FINES TOTAL	\$191,565	\$160,348	\$221,000	\$221,000

GENERAL FUND REVENUE

	<u>2014 ACTIVITY</u>	<u>2015 ACTIVITY</u>	<u>2016 AMENDED BUDGET</u>	<u>2017 PROPOSED BUDGET</u>
<u>MISCELLANEOUS</u>				
Miscellaneous Revenue	\$11,406	\$7,920	\$1,500	\$1,500
<u>INTEREST</u>				
Interest - Checking	\$4,231	\$1,176	\$0	\$0
Interest - Investments	21,183	21,440	17,500	10,500
INTEREST TOTAL	\$25,414	\$22,616	\$17,500	\$10,500
<u>SALE OF FIXED ASSETS</u>				
Sale Of Fixed Assets	\$12,134	\$6,632	\$21,000	\$0
<u>DONATIONS</u>				
Donations - Private Sources	\$40,384	\$139,782	\$165,200	\$34,000
2% Tribal Allocation	175,000	260,000	210,000	150,000
DONATIONS TOTAL	\$215,384	\$399,782	\$375,200	\$184,000
<u>CONTRIBUTION FROM OTHER FUNDS</u>				
Contrib - Other Funds	\$215,646	\$59,702	\$295,080	\$55,600
Contrib - Airport Fund	16,773	16,188	20,310	26,760
Contrib - Parks and Recreation Fund	95,618	95,462	56,590	208,620
Contrib - Major Street Fund	38,402	35,160	30,840	73,230
Contrib - Local Street Fund	46,032	39,382	44,660	88,860
Contrib - Sewer Fund	58,967	64,069	62,650	140,140
Contrib - Water Fund	73,573	77,310	83,450	154,020
Contrib - Motor Pool Fund	33,288	26,962	38,050	25,940
Contrib - Component Units	56,677	192,565	50,150	48,870
Contrib - Capital Improvement Fund	592,080	562,960	522,980	821,000
CONTRIBUTION FROM OTHER FUNDS TOTAL	\$1,227,056	\$1,169,760	\$1,204,760	\$1,643,040
<u>REIMBURSEMENTS</u>				
Reimbursements	\$15,000	\$750	\$0	\$0
Reimbursements-Hsng Commission	1,453	1,439	1,440	1,440
Refunds	111,096	171,324	130,300	0
REIMBURSEMENTS TOTAL	\$127,549	\$173,513	\$131,740	\$1,440
GENERAL FUND TOTAL REVENUE	\$11,754,794	\$12,240,384	\$12,220,460	\$12,556,750

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Legislative

	2017 BUDGET	2017 FTE
Legislative	\$44,840	
City Manager	386,130	2.00
City Attorney	192,800	
City Clerk	210,200	2.15
Election	19,980	
Human Resources	458,760	4.00
Community Promotion	129,980	1.10
Total Legislative	\$1,442,690	9.25

Legislative Division

The legislative division consists of all activities of the City Manager, City Clerk, Human Resources, Public Relations and City Commission.

Legislative Activity

- City Commission compensation, supplies, charter required legal notices, advertisements and training
- Membership with Michigan Municipal League
 - 2017 Expenditures
 - Increase in Professional Services due to increase in cost of minutes/notices publications

City Manager Activity

- Implements City Commission policies and guides all City operations on a daily basis
- Includes City Manager and support staff salaries, operating supplies, and affiliations with state and local organizations
 - 2017 Expenditures
 - Increase in Other Expenditures due to estimated centralized funds for 2017 wage increases for PACT, Fire, TPOAM yet to be determined and changes to hourly PACT employees due to FLSA overtime regulation implementation

City Attorney Activity

- Serve as counsel to the City Commission
- Prepares or reviews deeds, ordinances, agreements, contracts, and other legal documents
- Represents the City as Prosecutor in District Court and in civil litigation
- Fees for additional services depending on number of Circuit Court cases varies from year to year

City Clerk Activity

- City's primary record keeper, information liaison between City Commissioners and the public
- Conducts annual elections
- Tracks all ordinance violations including parking infractions

Election Activity

- Direct cost of elections
 - 2017 Expenditures
 - Based on one election in 2017

Human Resources Activity

Administration

- Human resources function
- Tracking of all personnel activity and records
- Selection and hiring of all employees

- Benefits administration
- Labor relations and all labor agreement negotiation costs
- Coordination of City-wide required employee safety training and employee tracking
 - 2017 Expenditures
 - Increase in Training due to moving MERS conference from Treasurer's budget

Employee Recognition

- Recognize employees for years of service to the community

Policy Development - Education

- Training for all employees on issues integral to the management philosophies
- Costs associated with Employee Assistance Program (EAP) contract
 - 2017 Expenditures
 - Increase in Professional Services due to additional staff training in 2017 and delay of safety training/audit until 2017 due to payroll staff vacancy in 2016

Payroll

- Processing of all payroll
 - 2017 Expenditures
 - Decrease in Compensation due to the pay out of accrued leave balances for two employees retiring in 2016
 - Decrease in Supplies due to the purchase of BS&A timesheet program in 2016
 - Decrease in Professional Services due to payment to ADP in 2016
 - Increase in Training due to courses for new payroll staff to become APA certified

Community Promotion Activity

Public Information

- Public Information Coordinator including newsletters
- Broadcasting services for City Commission, Planning Commission and ZBA meetings
 - 2017 Expenditures
 - Decrease in Professional Services due to temporary employee to cover employee leave and branding project in 2016

International Relations

- Maintenance of Sister City relationship with Okaya, Japan

LEGISLATIVE

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>LEGISLATIVE ACTIVITY</u>				
<u>CITY COMMISSION</u>				
Compensation (N/A FTE)	\$7,812	\$7,813	\$7,800	\$7,800
Supplies	1,764	6,240	2,100	2,040
Professional Services	13,538	11,175	11,000	13,000
Training	6,572	6,871	13,050	13,300
Other Expenditures	781	506	440	600
CITY COMMISSION TOTAL	\$30,467	\$32,605	\$34,390	\$36,740
<u>MICHIGAN MUNICIPAL LEAGUE</u>				
Other Expenditures	\$7,775	\$7,899	\$7,900	\$8,100
LEGISLATIVE ACTIVITY TOTAL	\$38,242	\$40,504	\$42,290	\$44,840
<u>CITY MANAGER ACTIVITY</u>				
Compensation (2 FTE)	\$201,471	\$261,766	\$251,410	\$260,560
Supplies	10,899	3,173	9,600	9,600
Utilities	1,101	1,352	1,200	1,200
Training	5,696	5,198	6,430	5,700
Other Expenditures	34,481	2,438	3,240	109,070
CITY MANAGER ACTIVITY TOTAL	\$253,648	\$273,927	\$271,880	\$386,130
<u>CITY ATTORNEY ACTIVITY</u>				
Professional Services	\$173,064	\$179,473	\$189,200	\$192,800
<u>CITY CLERK ACTIVITY</u>				
(Moved from Finance in 2015)				
Compensation (2.15 FTE)	\$0	\$162,488	\$187,650	\$195,110
Supplies	0	2,538	3,400	3,400
Professional Services	0	15,820	5,800	5,800
Training	0	1,946	4,450	4,450
Other Expenditures	0	1,050	1,440	1,440
CITY CLERK ACTIVITY TOTAL	\$0	\$183,842	\$202,740	\$210,200

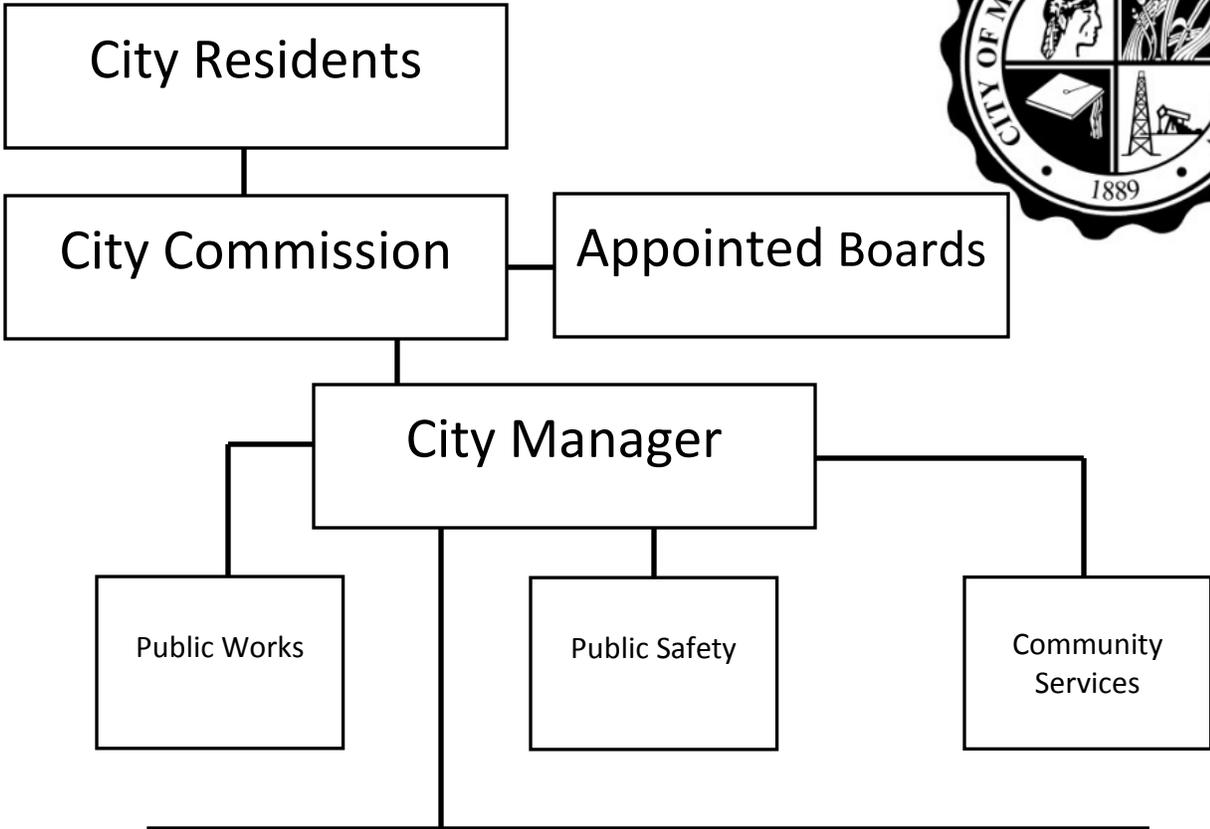
LEGISLATIVE

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>ELECTIONS ACTIVITY</u>				
(Moved from Finance in 2015)				
Compensation (N/A FTE)	\$0	\$11,355	\$35,180	\$7,500
Supplies	0	2,479	8,650	1,800
Professional Services	0	5,477	8,580	10,440
Other Expenditures	0	(6,001)	(10,800)	240
ELECTIONS ACTIVITY TOTAL	\$0	\$13,310	\$41,610	\$19,980
<u>HUMAN RESOURCES ACTIVITY</u>				
(Moved from Finance in 2015)				
<u>ADMINISTRATION</u>				
Compensation (3.00 FTE)	\$0	\$276,393	\$288,240	\$300,740
Supplies	0	8,111	7,170	6,500
Professional Services	0	31,996	32,400	31,050
Training	0	7,026	7,200	10,500
Other Expenditures	0	2,886	3,590	3,260
ADMINISTRATION TOTAL	\$0	\$326,412	\$338,600	\$352,050
<u>EMPLOYEE RECOGNITION</u>				
Compensation (N/A FTE)	\$0	\$0	\$700	\$700
Supplies	0	3,767	8,000	8,400
EMPLOYEE RECOGNITION TOTAL	\$0	\$3,767	\$8,700	\$9,100
<u>POLICY DEVELOPMENT/EDUCATION</u>				
Compensation (N/A FTE)	\$0	\$0	\$300	\$300
Professional Services	0	9,403	14,650	19,950
POLICY DEVELOP/EDUCATION TOTAL	\$0	\$9,403	\$14,950	\$20,250
<u>PAYROLL</u>				
Compensation (1.00 FTE)	\$0	\$95,932	\$83,190	\$73,200
Supplies	0	1,028	12,900	1,900
Professional Services	0	0	11,000	0
Training	0	337	760	2,260
PAYROLL PROCESSING TOTAL	\$0	\$97,297	\$107,850	\$77,360
HUMAN RESOURCES ACTIVITY TOTAL	\$0	\$436,879	\$470,100	\$458,760

LEGISLATIVE

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>COMMUNITY PROMOTION ACTIVITY</u>				
<u>BUSINESS DEVELOPMENT</u> (Moved to Community Services in 2015)				
Professional Services	\$1,263	\$0	\$0	\$0
<u>ECONOMIC DEVELOPMENT</u> (Moved to Community Services in 2015)				
Professional Services	\$24,368	\$0	\$0	\$0
<u>PUBLIC INFORMATION</u>				
Compensation (1.10 FTE)	\$2,192	\$55,706	\$93,620	\$99,710
Supplies	234	4,167	1,200	700
Professional Services	19,164	28,919	39,650	24,850
Other Expenditures	0	405	2,620	4,620
PUBLIC INFORMATION TOTAL	\$21,590	\$89,197	\$137,090	\$129,880
<u>INTERNATIONAL RELATIONS</u>				
Other Expenditures	\$15,067	\$16,625	\$350	\$100
<u>COMMUNITY PROMOTION</u> (Moved to Community Services in 2016)				
Other Expenditures	\$3,562	\$2,500	\$0	\$0
COMMUNITY PROMOTION TOTAL	\$65,850	\$108,322	\$137,440	\$129,980
LEGISLATIVE DIVISION TOTAL	\$530,804	\$1,236,257	\$1,355,260	\$1,442,690

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Financial Services

	2017 BUDGET	2017 FTE
Audit	\$22,120	
City Assessor	206,850	2.00
Finance	283,080	2.30
Board of Review	1,740	
City Treasurer*	225,270	2.47
Information Technology	331,800	2.15
Insurance	48,630	
Total Financial Services	\$1,119,490	8.92

*1.33 additional FTE paid from water/sewer for billing and collection

Finance Division

In accordance with Ordinance Chapter 31.18, "The Division of Finance and Records is headed by the Finance Director who is responsible for accounting for the receipt and expenditure of public funds, the maintenance and preservation of public records and documents and the assessment of taxable property."

Audit Activity

- Contract to perform the annual audit as required by state law and the charter

City Assessor Activity

- Discovery, listing and valuation of all property, real and personal, for taxation purposes pursuant to Michigan statutes and State Tax Commission guidelines
- Tracking of all principal residence exemptions as required by Proposal A
- Property record card review of selected neighborhoods within the City
- Residential rental property survey and property inspections each year
- Defense of all tax value appeals
 - 2017 Expenditures
 - Decrease in Professional Services due to Michigan Tax Tribunal appeal of pedestrian lighting in 2016 which required legal counsel
 - Decrease in Training due to completion of Master's Degree in 2016

Finance Administration Activity

Finance Administration

- Payable accounting, purchasing, budgeting, and supervision of the Division

Building Operations

- All City Hall postage and copy machine and maintenance contracts
 - 2017 Expenditures
 - Moved monthly phone expenses to Information Technology

Board of Review Activity

- Taxpayers' first avenue of appeal for tax assessments as mandated by the General Property Tax Act

City Treasurer Activity

Office Administration

- Tax and special assessment billing; accounting and audit; investments and cash management; supervision of the utility billing; and pension administration

Cashier

- Processing all cash receipts and customer service

- 2017 Expenditures
 - Decrease in Compensation due to the potential pay out of accrued leave balance for a possible retirement in 2016 (will be carried forward to 2017 if employee does not retire)

Information Technology Activity

- Oversight and maintenance of the computer systems of the City
- Supports three local area networks, one wide area network, over 125 desktop and laptops machines and the City's website
- 2017 Expenditures
 - Increase in Capital Acquisitions due to replacement of City-wide phone system in 2016 and server replacement in 2017

Benefits Activity

- Professional services for analysis of any benefit changes

Insurance Activity

- General Fund general liability and property insurance

FINANCE DIVISION

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>AUDIT ACTIVITY</u>				
Professional Services	\$23,089	\$20,556	\$21,150	\$21,650
Other Expenditures	435	435	440	470
AUDIT ACTIVITY TOTAL	\$23,524	\$20,991	\$21,590	\$22,120
<u>CITY ASSESSOR ACTIVITY</u>				
Compensation (2.00 FTE)	\$158,902	\$163,585	\$164,950	\$170,430
Supplies	5,690	5,814	5,660	7,160
Professional Services	17,577	27,596	27,750	25,250
Training	5,033	5,809	5,920	2,720
Other Expenditures	653	960	1,290	1,290
CITY ASSESSOR ACTIVITY TOTAL	\$187,855	\$203,764	\$205,570	\$206,850
<u>CITY CLERK ACTIVITY</u>				
(Moved to Legislative in 2015)				
Compensation (N/A FTE)	\$144,869	\$0	\$0	\$0
Supplies	1,267	0	0	0
Professional Services	14,206	0	0	0
Training	1,684	0	0	0
Other Expenditures	361	0	0	0
CITY CLERK ACTIVITY TOTAL	\$162,387	\$0	\$0	\$0
<u>ELECTIONS ACTIVITY</u>				
(Moved to Legislative in 2015)				
Compensation (N/A FTE)	\$14,484	\$0	\$0	\$0
Supplies	1,566	0	0	0
Professional Services	2,545	0	0	0
Other Expenditures	208	0	0	0
ELECTIONS ACTIVITY TOTAL	\$18,803	\$0	\$0	\$0
<u>FINANCE ADMINISTRATION ACTIVITY</u>				
<u>FINANCE ADMINISTRATION</u>				
Compensation (2.30 FTE)	\$179,330	\$150,011	\$225,710	\$229,900
Supplies	2,057	3,401	3,100	1,950
Professional Services	236	0	0	0
Utilities	599	0	800	600
Training	1,401	2,520	5,490	6,650
Other Expenditures	435	335	700	900
FINANCE ADMINISTRATION TOTAL	\$184,058	\$156,267	\$235,800	\$240,000

FINANCE DIVISION

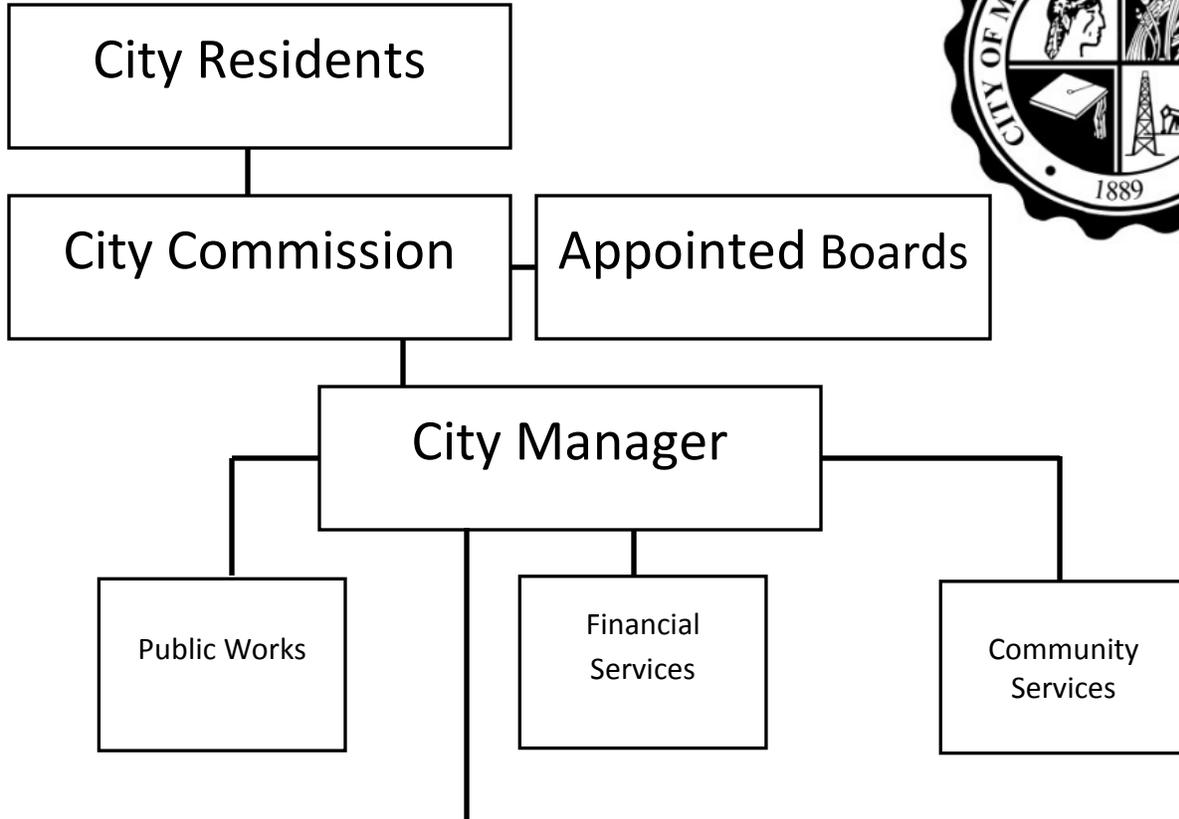
	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>BUILDING OPERATIONS</u>				
Supplies	\$30,687	\$30,870	\$35,080	\$35,080
Professional Services	5,880	5,880	8,000	8,000
Utilities	5,691	5,858	0	0
BUILDING OPERATIONS TOTAL	\$42,258	\$42,608	\$43,080	\$43,080
FINANCE ADMIN ACTIVITY TOTAL	\$226,316	\$198,875	\$278,880	\$283,080
<u>BOARD OF REVIEW ACTIVITY</u>				
Compensation (N/A FTE)	\$1,154	\$1,111	\$1,290	\$1,290
Supplies	106	107	100	100
Professional Services	296	352	350	350
BOARD OF REVIEW ACTIVITY TOTAL	\$1,556	\$1,570	\$1,740	\$1,740
<u>CITY TREASURER ACTIVITY</u>				
<u>OFFICE ADMINISTRATION</u>				
Compensation (1.30 FTE)	\$139,362	\$136,517	\$128,110	\$134,320
Supplies	364	423	1,000	1,000
Professional Services	7,890	8,017	8,180	6,650
Utilities	698	620	0	0
Training	3,144	2,771	2,200	2,570
Other Expenditures	1,284	1,608	1,200	650
OFFICE ADMINISTRATION TOTAL	\$152,742	\$149,956	\$140,690	\$145,190
<u>CASHIER</u>				
Compensation (*1.17 FTE)	\$78,179	\$76,477	\$86,820	\$74,430
Supplies	2,258	5,898	4,320	4,320
Professional Services	1,025	918	980	980
Other Expenditures	162	195	340	350
CASHIER TOTAL	\$81,624	\$83,488	\$92,460	\$80,080
*another 1.33 FTE allocated to water and sewer funds				
CITY TREASURER ACTIVITY TOTAL	\$234,366	\$233,444	\$233,150	\$225,270

FINANCE DIVISION

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>INFORMATION TECHNOLOGY ACTIVITY</u>				
Compensation (2.15 FTE)	\$184,915	\$162,702	\$186,920	\$199,720
Supplies	13,773	15,758	14,500	14,500
Professional Services	10,426	10,420	23,780	21,180
Utilities	2,695	1,649	16,570	16,770
Training	1,142	4,712	5,630	5,630
Other Expenditures	390	260	400	400
Capital Acquisitions	0	4,160	65,000	73,600
INFORMATION TECH ACTIVITY TOTAL	\$213,341	\$199,661	\$312,800	\$331,800
<u>BENEFITS ACTIVITY</u>				
<u>BENEFIT ANALYSIS</u>				
Professional Services	\$0	\$5,700	\$0	\$0
<u>INSURANCE ACTIVITY</u>				
Insurance & Bonds	\$42,412	\$40,980	\$48,630	\$48,630
<u>HUMAN RESOURCES ACTIVITY</u>				
(Moved to Legislative in 2015)				
<u>ADMINISTRATION</u>				
Compensation (N/A FTE)	\$262,578	\$0	\$0	\$0
Supplies	5,173	0	0	0
Professional Services	35,514	0	0	0
Training	11,126	0	0	0
Other Expenditures	3,580	0	0	0
ADMINISTRATION TOTAL	\$317,971	\$0	\$0	\$0
<u>EMPLOYEE RECOGNITION</u>				
Supplies	\$5,533	\$0	\$0	\$0
<u>POLICY DEVELOPMENT/EDUCATION</u>				
Compensation (N/A FTE)	\$113	\$0	\$0	\$0
Professional Services	6,596	0	0	0
POLICY DEVELOP/EDUCATION TOTAL	\$6,709	\$0	\$0	\$0

FINANCE DIVISION

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>PAYROLL</u>				
Compensation (N/A FTE)	\$96,341	\$0	\$0	\$0
Supplies	2,960	0	0	0
Training	788	0	0	0
Other Expenditures	59	0	0	0
PAYROLL PROCESSING TOTAL	\$100,148	\$0	\$0	\$0
HUMAN RESOURCES ACTIVITY TOTAL	\$430,361	\$0	\$0	\$0
FINANCE DIVISION TOTAL	\$1,540,921	\$904,985	\$1,102,360	\$1,119,490



Public Safety

	2017 BUDGET	2017 FTE
Police**	\$4,221,920	35.00
Fire*	1,970,390	12.40
Code Enforcement***	295,840	3.60
Public Safety Building	238,200	
Total Public Safety	\$6,726,350	51.00

*Plus 16 Paid On Call Firefighters

**1.50 of the FTE are funded by Tribal 2% allocations and Community Development Block Grant Funds

***One FTE funded by Community Development Block Grant Fund

Public Safety Division

In accordance with Ordinance Chapter 31.20, "The Division of Public Safety is headed by the Director. The Director is responsible for maintenance of the public peace and safety through the prevention and suppression of fires, crime prevention and the detection and arrest of persons who have violated local, state or federal laws."

Police Activity

Patrol Services

- Officers responding to emergency situations, traffic enforcement, accident investigations, and preliminary criminal investigations
- Consists of four (4) shifts with one (1) sergeant, four (4) officers and the Park Rangers
- Training for officers and numerous partnerships throughout the community
 - 2017 Expenditures
 - Decrease in Capital Acquisitions due to replacement of two patrol cars in 2016

Criminal Investigation

- Detectives conduct all major investigations to gain information and evidence to apprehend and convict those who commit felonies
- Includes officer assigned to B.A.Y.A.N.E.T.
- Involved in prisoner transports, polygraph exam appointments, background checks, property room and transportation of evidence
 - 2017 Expenditures
 - Increase in Capital Acquisitions due to replacement of B.A.Y.A.N.E.T. vehicle

Police Records

- Processing, recording, filing, and retrieval of all police records information
- Assist walk-in customers, data entry, process court documents and operate the Law Enforcement Information Network (LEIN)

Police Administration

- Management, organization and oversight of all activities within the Police and Fire Departments
- Funding for the Director of Public Safety and two (2) police administrators
 - 2017 Expenditures
 - Increase in Capital Acquisitions due to purchase of Director vehicle

Youth and Community Services Unit

- This unit is partially funded by Tribal 2% funds and Community Development Block Grant (CDBG) funds
- Focuses on the youth of our community by placing officers in the Mt. Pleasant schools during the day
- Includes a Public Information Officer and nine (9) Crossing Guards
- Establishes contacts with the youth in a positive fashion, target those who may be at risk and attempt to intervene through positive programs
- Investigates criminal acts by youth

- Crime prevention and interaction throughout the community, including businesses, neighborhood and youth
- Focuses on neighborhood priorities as part of the Neighborhood Resource Unit project team
 - 2017 Expenditures
 - Evaluate opportunities to coordinate summer activities with PEAK. No change in the department's budget for this change in focus

Containment Team

- Provides multi jurisdictional support at major incidents
- This team is staffed by participating departments

Police Grants

- Expenditure of Public Act 302 Training funds and any other grants received

Fire Activity

Fire Suppression/Investigation

- Combines call response to fires, medical (EMS), extrication and hazardous materials
- Extinguishing fires, patient care, patient assessment and rescue/containment of spills and leaks
 - 2017 Expenditures
 - Increase in Training due to college courses for Paid On Call Firefighters and job related training for full time staff
 - Decrease in Capital Acquisitions for the replacement of the utility and brush trucks from the Fire Truck Reserve funds in 2016

Inspections and Prevention

- Checking for safety and hazardous conditions of properties including commercial, residential and various public assembly buildings
- Implementation and enforcement of the locally adopted codes and ordinance for rental housing licensing
- Plan review for any new construction within the City and commercial construction within Union Township
 - 2017 Expenditures
 - Decrease in Compensation due to the allocation of Assistant Fire Chief to Fire Administration and Code Enforcement

Fire Records

- Maintenance of all records in the Fire Department, including suppression, investigation, inspections, and other administrative reports
- Scheduling and coordinating of all rental housing inspection dates and times

Fire Administration

- Management and organization of all activities within the Fire Department
 - 2017 Expenditures
 - Increase in Compensation, Supplies, Professional Services and Training due to movement of Assistant Fire Chief from Inspections/Preventions

Code Enforcement/Neighborhood Resource Unit

- Enforcement of City codes including solid waste ordinance, abandoned/inoperative vehicles, noxious grass/weeds, permanent/portable sign ordinances, nuisance ordinances, dog/cat ordinances, clearing of commercial sidewalks and Zoning Ordinance violations
- Parking enforcement throughout the City excluding areas contracted by CMU
- Cooperates with other departments on the Housing Licensing Ordinance
- Focuses on neighborhood priorities as part of the Neighborhood Resource Unit (NRU)
 - 2017 Expenditures
 - Increase in Compensation due to the allocation of a portion of Assistant Fire Chief to Code Enforcement
 - Continue to fund third Code Enforcement Officer from Community Development Block Grant thru 2017
 - Decrease in Professional Services due to the installation of Bradley Trailer Park fence in 2016

Work For Others Activity

Weed Mowing For Others

- Cost of mowing noxious grass weeds that are in violation of the ordinance
- Property owners are billed for this expense plus overhead

Public Safety Building Activity

Public Safety Building Operations

- Costs related to utilities, maintenance and upkeep of the building that houses Police and Fire
 - 2017 Expenditures
 - Increase in Professional Services due to increased cost to maintain HVAC
 - Capital Acquisition is for phase II of locker room upgrades and replacement of overhead garage doors

Public Safety Building Debt

- Rental lease payments to the Building Authority for the bonds that were issued to fund the renovation. Final bond payment was in 2016

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PUBLIC SAFETY DIVISION

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>POLICE ACTIVITY</u>				
<u>PATROL SERVICES</u>				
Compensation (20.00 FTE and park rangers)	\$2,164,431	\$2,156,639	\$2,195,770	\$2,302,820
Supplies	127,486	119,966	128,200	128,200
Professional Services	10,624	15,026	7,000	4,000
Utilities	11,743	26,668	24,410	24,410
Training	23,353	20,187	23,680	23,680
Other Expenditures	70,919	78,774	58,200	58,200
Capital Acquisitions	291,581	49,197	99,980	0
PATROL SERVICES TOTAL	\$2,700,137	\$2,466,457	\$2,537,240	\$2,541,310
<u>CRIMINAL INVESTIGATION</u>				
Compensation (3.00 FTE)	\$329,489	\$324,380	\$330,090	\$335,260
Supplies	11,363	6,655	14,670	14,670
Professional Services	3,540	313	3,300	3,300
Utilities	1,653	10,512	2,920	2,920
Training	1,757	510	3,560	3,560
Capital Acquisitions	0	0	0	25,000
CRIMINAL INVESTIGATION TOTAL	\$347,802	\$342,370	\$354,540	\$384,710
<u>POLICE RECORDS</u>				
Compensation (6.00 FTE)	\$392,713	\$404,389	\$411,750	\$418,850
Supplies	11,625	15,875	15,630	15,630
Professional Services	21,507	23,781	24,260	24,260
Training	3,062	1,618	3,500	3,500
POLICE RECORDS TOTAL	\$428,907	\$445,663	\$455,140	\$462,240
<u>POLICE ADMINISTRATION</u>				
Compensation (3.00 FTE)	\$387,108	\$374,885	\$382,160	\$391,640
Supplies	12,710	13,069	12,530	12,530
Utilities	698	6,579	3,000	3,000
Training	7,653	1,783	14,260	10,000
Other Expenditures	325	2,236	490	490
Capital Acquisitions	0	0	0	25,000
POLICE ADMINISTRATION TOTAL	\$408,494	\$398,552	\$412,440	\$442,660

PUBLIC SAFETY DIVISION

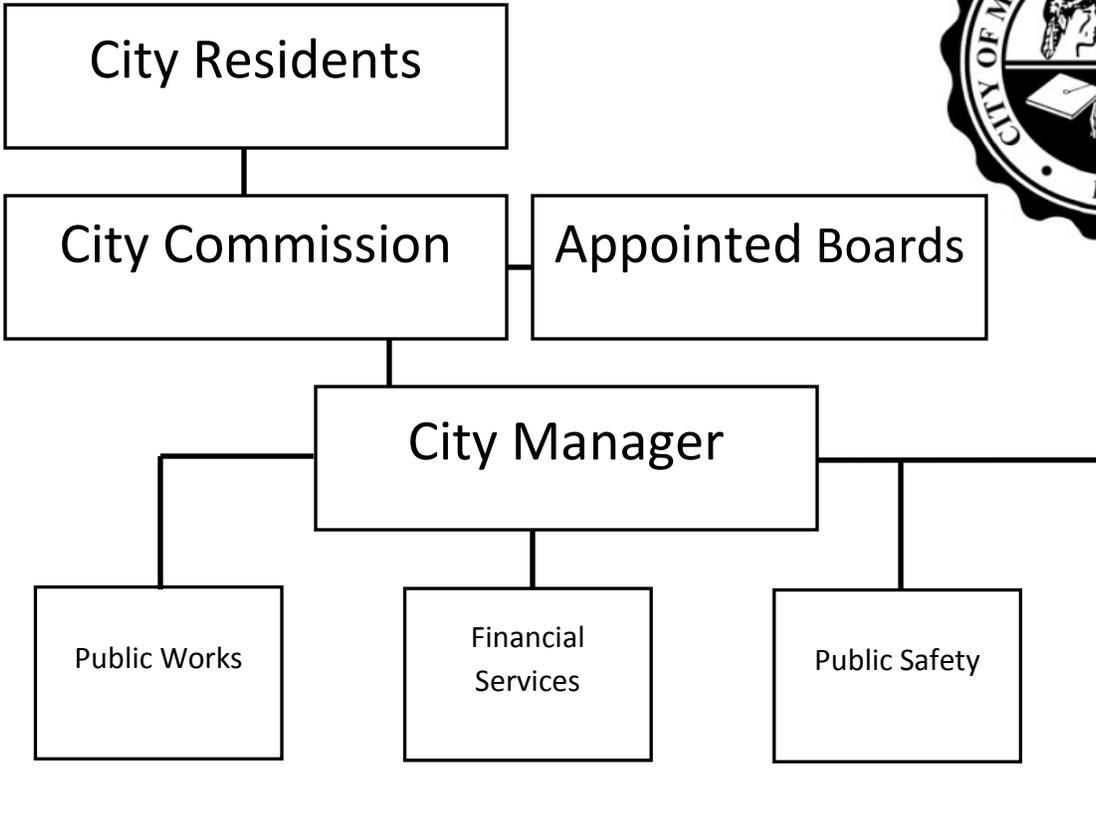
	2014	2015	2016	2017
	ACTUAL	ACTUAL	AMENDED BUDGET	PROPOSED BUDGET
<u>YOUTH & COMMUNITY SERVICES</u>				
Compensation (3.00 FTE plus 9 crossing guards)	\$320,460	\$344,804	\$355,350	\$359,500
Supplies	18,075	11,534	15,500	15,500
Utilities	2,802	5,138	3,500	3,500
Training	843	440	4,000	4,000
Other Expenditures	2,702	3,703	2,000	2,000
YOUTH & COMMUNITY SERVICES TOTAL	\$344,882	\$365,619	\$380,350	\$384,500
<u>CONTAINMENT TEAM</u>				
Supplies	\$5,803	\$7,492	\$5,660	\$0
Training	1,366	0	0	0
CONTAINMENT TEAM TOTAL	\$7,169	\$7,492	\$5,660	\$0
<u>POLICE GRANTS</u>				
Other Expenditures	\$322	\$23,326	\$6,500	\$6,500
POLICE ACTIVITY TOTAL	\$4,237,713	\$4,049,479	\$4,151,870	\$4,221,920
<u>FIRE ACTIVITY</u>				
<u>FIRE SUPPRESSION & INVESTIGATION</u>				
Compensation (6.75 FTE plus 16 Paid on Call Firefighters)	\$1,146,598	\$1,084,186	\$1,147,310	\$1,145,940
Supplies	68,863	41,740	63,330	64,480
Professional Services	32,000	33,683	34,970	37,370
Utilities	10,435	16,244	9,810	9,810
Training	3,758	2,782	11,000	34,470
Other Expenditures	22,116	24,428	23,810	23,810
Capital Acquisitions	0	0	102,240	0
FIRE SUPPRESSION & INVESTIGATION TOTAL	\$1,283,770	\$1,203,063	\$1,392,470	\$1,315,880

PUBLIC SAFETY DIVISION

	2014	2015	2016	2017
	ACTUAL	ACTUAL	AMENDED BUDGET	PROPOSED BUDGET
<u>INSPECTIONS/PREVENTION</u>				
Compensation (3.25 FTE)	\$392,457	\$430,948	\$392,540	\$358,920
Supplies	4,486	6,002	6,970	7,300
Professional Services	1,461	1,555	3,250	1,500
Utilities	1,759	2,018	1,800	1,800
Training	1,130	5,360	5,350	7,900
Other Expenditures	479	560	850	820
INSPECTIONS/PREV TOTAL	\$401,772	\$446,443	\$410,760	\$378,240
<u>FIRE RECORDS</u>				
Compensation (1.00 FTE)	\$55,485	\$57,683	\$57,280	\$57,950
Supplies	532	1,554	4,210	3,560
Professional Services	3,767	3,801	7,100	10,100
Training	2,937	1,993	3,300	600
FIRE RECORDS TOTAL	\$62,721	\$65,031	\$71,890	\$72,210
<u>FIRE ADMINISTRATION</u>				
Compensation (1.40 FTE)	\$136,678	\$106,327	\$162,190	\$183,440
Supplies	2,086	1,438	2,320	5,280
Professional Services	1,587	562	1,500	5,000
Training	1,139	425	3,600	5,650
Other Expenditures	894	1,343	2,340	2,190
FIRE ADMINISTRATION TOTAL	\$142,384	\$110,095	\$171,950	\$201,560
FIRE ACTIVITY TOTAL	\$1,890,647	\$1,824,632	\$2,047,070	\$1,967,890
<u>CODE ENFORCEMENT ACTIVITY</u>				
(Moved from Community Services in 2015)				
Compensation (3.60 FTE)	\$0	\$131,097	\$228,680	\$274,290
Supplies	0	20,646	8,400	11,400
Professional Services	0	2,382	23,500	3,000
Utilities	0	1,929	1,800	1,800
Training	0	380	1,220	1,350
Other Expenditures	0	5,706	5,810	4,000
CODE ENFORCEMENT ACTIVITY TOTAL	\$0	\$162,140	\$269,410	\$295,840

PUBLIC SAFETY DIVISION

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>WORK FOR OTHERS ACTIVITY</u>				
(Moved from Public Works in 2015)				
<u>WEED MOWING FOR OTHERS</u>				
Professional Services	\$0	\$1,556	\$2,500	\$2,500
<u>PUBLIC SAFETY BUILDING ACTIVITY</u>				
<u>PUBLIC SAFETY BUILDING OPERATIONS</u>				
Compensation (N/A FTE)	\$1,025	\$617	\$1,000	\$1,000
Supplies	8,391	6,047	10,670	10,670
Professional Services	92,780	81,356	71,120	84,110
Utilities	88,408	84,084	84,070	84,070
Other Expenditures	6,260	5,503	7,350	7,350
Capital Acquisitions	0	0	24,260	51,000
PUBLIC SAFETY BUILDING OPERATIONS TOTAL	\$196,864	\$177,607	\$198,470	\$238,200
<u>PUBLIC SAFETY BLDG DEBT</u>				
Contrib-Building Authority Fund	\$312,232	\$309,791	\$306,080	\$0
PUBLIC SAFETY BUILDING ACTIVITY TOTAL	\$509,096	\$487,398	\$504,550	\$238,200
PUBLIC SAFETY DIVISION TOTAL	\$6,637,456	\$6,525,205	\$6,975,400	\$6,726,350



Community Services

	2017 BUDGET	2017 FTE
Economic Development	\$148,470	1.00
Community Promotion	29,830	
City Hall	184,630	
Cemetery	65,300	.20
Building Safety	182,050	1.50
Parks & Public Spaces***	1,401,000	3.85
Recreation*	251,430	
Planning/Community Development	204,930	1.5
Downtown**	84,270	
Total Community Services	\$2,551,910	8.05

*4.65 FTE paid from Recreation special revenue fund where revenue and full expense of Recreation Programs are reflected
 **One FTE paid from TIFA
 ***Additional .30 FTE paid from Downtown or Recreation Fund

Community Services Division

In accordance with Ordinance Chapter 31.17, "The Division of Community Services is headed by the Director who is responsible for municipal programs which preserve and improve the community social, cultural and physical environment through the enrichment of leisure time; the conservation of safe, sanitary and decent housing; and the physical and economic development of the community."

Economic Development/Community Services Activity

- Costs for the Division Director who is responsible for oversight of the entire division as well as economic development initiatives throughout the community
 - 2017 Expenditures
 - Decrease in Other Expenditures due to internal financing of Mt. Pleasant Center demolition in 2016

Community Promotion Activity

Business Development

- Chamber of Commerce dues for expertise in promoting business in the community and contribution to Industrial Development Corporation

Economic Development

- Client fee payment to Middle Michigan Development Corporation (MMDC) for expertise in promoting economic development in the community
 - 2017 Expenditures
 - Decrease in Professional Services due to elimination of mowing in Industrial Park South

Community Promotion

- Overall promotion of City
 - 2017 Expenditures
 - Increase in Professional Services due to increase in cost of Citizen's Academy

City Hall Buildings & Grounds Activity

- Operation and maintenance of the City Hall building and its grounds
 - 2017 Expenditures
 - Increase in Supplies for security camera installation in parking lot
 - Increase in Professional Services due the reduction in the Borden Building Condo Association dues in 2016 due to sufficient balance to cover needs. 2017 dues will return to the previous level

Cemetery Activity

- Operations and maintenance at Riverside Cemetery

Building Safety Activity

- Receives, reviews, processes and issues building permits
- Performs inspections as required by building codes and State codes
- Works with other departments on life safety, housing licensing issues and rehabilitation programs
 - 2017 Expenditures
 - Increase in Professional Services to create a residential design program to promote interesting and unique facade updates on existing multiple family residential developments funded by HODAG
 - Increase in Training to attend National Fire Protection Association (NFPA) training which will allow staff to assist with fire alarm and sprinkler system reviews/inspections on large commercial building projects

Parks Activity

Parks & Grounds Administration

- Funding for the full-time administrative staff and all training for full time and temporary parks staff

Parks Operations

- Maintain and develop the grounds of all City-owned parks
- Maintain the GKB Riverwalk Trail
- Maintain all park structures; including storage buildings, restrooms, pavilions and electric distribution areas
- Maintain and develop ball diamonds, horseshoe pits, tennis courts, Timber Town 2.0, spray park, component play structures and satellite play pieces

Land Improvement

- Major projects that flow from the Parks Master Plan through the Capital Improvement Plan to the Operating Budget
 - 2017 Expenditures - \$760,800
 - Timber Town 2.0 (\$243,800 with \$85,000 from McNamara Trust donation and \$47,780 from donations over the life of the structure)
 - Chippewa River restoration phase II (\$50,000 GRLI Grant)
 - Nelson Park walkway (\$28,000 with \$14,000 from donations)
 - Island Park universal access to existing venues (\$35,000)
 - Millpond Park fishing deck replacement (\$50,000)
 - Island Park ball field enhancements (\$35,000 with \$10,000 from tournament proceeds)
 - Mission Creek restroom (\$319,000)
 - Decrease in Supplies due to Indian Pines signs in 2016

GKB Riverwalk Trail

- Enhancements to GKB Riverwalk Trail

Recreation Activity

- Effective 2010 the full cost of recreation programming was transferred to the Special Revenue Fund to reflect a complete picture of Recreation revenue and expenses. This amount represents the transfer (subsidy) from the General Fund for recreation programming
 - 2017 Expenditures
 - Increase in Contribution to Parks and Recreation Fund due to increased overhead

Planning/Community Development Activity

- Staff liaison to the Planning Commission
- Responsible for keeping the zoning ordinance and the City Master Plan up to date
- Work with developers looking for redevelopment sites within the City
- Identifies and assists with other community development opportunities
 - 2017 Expenditures
 - Increase in Supplies due to postage for the neighborhood planning wellness survey effort funded by HODAG
 - Decrease in Professional Services due to the beginning of the process to adopt a new zoning ordinance as identified in the City Master Plan (\$75,000 2016 and \$25,000 2017)
 - Increase in Training to bring Strong Towns to Mt. Pleasant to conduct a one day workshop for Planning Commission, City Commission, other boards, local developers and the general public

Central Business Activity – Downtown

- Direct General Fund contribution to the Downtown Improvement and Parking Fund for events
- The Special Revenue Fund of Downtown Improvement and Parking shows complete overview of downtown parking, promotions and maintenance
 - 2017 Expenditures
 - Decrease in contribution due to a \$34,430 one-time allocation from the Economic Development Fund for the purchase of holiday silhouettes in 2016 less the increased funding to cover the additional overhead charged to the program

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COMMUNITY SERVICES DIVISION

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>ECONOMIC DEVELOPMENT/ COMMUNITY SERVICES ACTIVITY</u>				
Compensation (1.00 FTE)	\$133,297	\$138,787	\$133,790	\$138,670
Supplies	341	4,022	1,500	1,200
Professional Services	0	58,582	2,000	0
Utilities	717	718	780	780
Training	2,968	2,624	4,600	4,600
Other Expenditures	267,729	12,265	2,742,880	3,220
<u>ECONOMIC DEVELOPMENT/ COMMUNITY SERVICES ACTIVITY TOTAL</u>	<u>\$405,052</u>	<u>\$216,998</u>	<u>\$2,885,550</u>	<u>\$148,470</u>
<u>COMMUNITY PROMOTION ACTIVITY</u>				
<u>BUSINESS DEVELOPMENT</u> (Moved from Legislative Activity in 2015)				
Professional Services	\$0	\$1,163	\$1,300	\$1,300
<u>ECONOMIC DEVELOPMENT</u> (Moved from Legislative Activity in 2015)				
Professional Services	\$0	\$25,650	\$25,330	\$22,780
<u>COMMUNITY PROMOTION</u> (Moved from Legislative Activity in 2016)				
Professional Services	\$0	\$0	\$4,650	\$5,750
<u>COMMUNITY PROMOTION ACTIVITY TOTAL</u>	<u>\$0</u>	<u>\$26,813</u>	<u>\$31,280</u>	<u>\$29,830</u>
<u>CITY HALL BUILDINGS & GROUNDS ACTIVITY</u>				
Compensation (N/A FTE)	\$999	\$253	\$700	\$700
Supplies	10,991	7,523	7,000	13,300
Professional Services	88,577	88,558	56,120	64,880
Utilities	105,520	100,289	105,000	105,000
Other Expenditures	726	324	750	750
<u>CITY HALL BUILD & GRNDS ACT TOTAL</u>	<u>\$206,813</u>	<u>\$196,947</u>	<u>\$169,570</u>	<u>\$184,630</u>

COMMUNITY SERVICES DIVISION

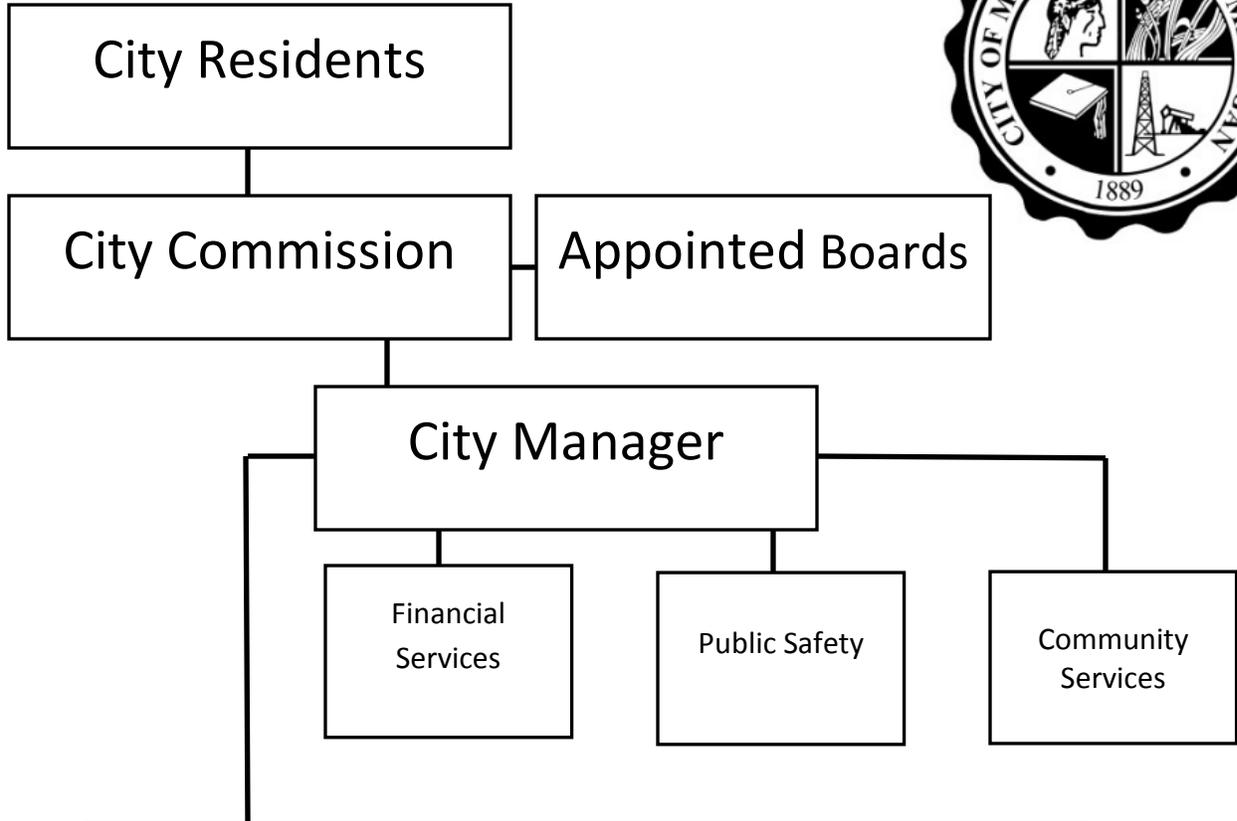
	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>CEMETERY ACTIVITY</u>				
Compensation (.20 FTE plus Temporaries)	\$24,719	\$22,229	\$26,820	\$27,870
Supplies	9,461	6,884	10,560	10,620
Professional Services	555	2,867	2,000	2,160
Utilities	9,097	7,688	8,500	8,500
Other Expenditures	17,386	15,773	16,500	16,150
CEMETERY ACTIVITY TOTAL	\$61,218	\$55,441	\$64,380	\$65,300
<u>BUILDING SAFETY ACTIVITY</u>				
<u>BUILDING INSPECTION</u>				
Compensation (1.50 FTE)	\$142,436	\$145,291	\$145,180	\$150,660
Supplies	3,602	2,456	4,060	2,610
Professional Services	18,342	8,182	14,180	16,680
Utilities	698	570	800	800
Training	1,088	1,686	1,750	4,750
Other Expenditures	6,235	5,762	6,550	6,550
BUILDING INSPECTION TOTAL	\$172,401	\$163,947	\$172,520	\$182,050
<u>CODE ENFORCEMENT</u>				
(Moved to Public Safety in 2015)				
Compensation	\$120,112	\$0	\$0	\$0
Supplies	10,781	0	0	0
Professional Services	1,095	0	0	0
Utilities	840	0	0	0
Training	300	0	0	0
Other Expenditures	7,998	0	0	0
CODE ENFORCEMENT TOTAL	\$141,126	\$0	\$0	\$0
BUILDING SAFETY ACTIVITY TOTAL	\$313,527	\$163,947	\$172,520	\$182,050
<u>PARKS ACTIVITY</u>				
<u>PARKS & GROUNDS ADMINISTRATION</u>				
Compensation (1.35 FTE)	\$135,884	\$139,318	\$141,350	\$146,450
Supplies	6,078	3,238	3,560	3,590
Professional Services	2,421	12,389	3,730	3,730
Training	4,406	2,793	4,330	5,730
PARKS & GROUNDS ADMIN TOTAL	\$148,789	\$157,738	\$152,970	\$159,500

COMMUNITY SERVICES DIVISION

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>PARK OPERATIONS</u>				
Compensation (*2.50 FTE plus Temporaries)	\$252,020	\$285,092	\$310,740	\$325,710
Supplies	48,202	49,159	61,970	56,590
Professional Services	12,415	14,563	18,520	18,520
Utilities	40,033	40,279	42,580	42,580
Other Expenditures	72,363	35,713	36,600	37,300
PARK OPERATIONS TOTAL	\$425,033	\$424,806	\$470,410	\$480,700
*additional .30 FTE allocated to other funds				
<u>LAND IMPROVEMENT</u>				
Compensation (N/A FTE)	\$695	\$1,097	\$0	\$0
Supplies	941	14,356	14,000	0
Professional Services	263,040	624,808	321,450	760,800
LAND IMPROVEMENT TOTAL	\$264,676	\$640,261	\$335,450	\$760,800
<u>GKB RIVERWALK TRAIL</u>				
Supplies	\$165	\$0	\$0	\$0
Professional Services	50	9,662	125,000	0
GKB RIVERWALK TRAIL TOTAL	\$215	\$9,662	\$125,000	\$0
PARKS ACTIVITY TOTAL	\$838,713	\$1,232,467	\$1,083,830	\$1,401,000
<u>RECREATION ADMINISTRATION</u>				
Contrib - Recreation Fund	\$231,430	\$231,430	\$231,430	\$251,430
<u>PLANNING/COMMUNITY DEVELOP ACTIVITY</u>				
<u>PLANNING/COMMUNITY DEVELOPMENT</u>				
Compensation (1.50 FTE)	\$31,996	\$131,670	\$147,400	\$151,870
Supplies	1,844	5,258	2,050	6,350
Professional Services	102,801	22,715	80,650	33,650
Utilities	0	655	900	900
Training	1,220	996	3,950	9,950
Other Expenditures	689	6,213	2,710	2,210
PLANNING/COMMUNITY DEVELOP TOTAL	\$138,550	\$167,507	\$237,660	\$204,930

COMMUNITY SERVICES DIVISION

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>NEIGHBORHOOD ACTION GROUP</u>				
(Moved to Public Safety in 2015)				
Professional Services	\$500	\$0	\$0	\$0
PLAN/COMM DEVELOP ACTIVITY TOTAL	\$139,050	\$167,507	\$237,660	\$204,930
<u>DOWNTOWN ACTIVITY</u>				
<u>CENTRAL BUSINESS ACTIVITY - DOWNTOWN</u>				
Contrib - Downtown Improvement Fund	\$55,400	\$87,500	\$111,200	\$84,270
<u>CBD - CONSTRUCTION-Parking Lot</u>				
Compensation	\$911	\$89	\$0	\$0
Supplies	1	7	0	0
Other Expenditures	4,765	2	0	0
CBD - CONSTRUCTION TOTAL	\$5,677	\$98	\$0	\$0
DOWNTOWN ACTIVITY TOTAL	\$61,077	\$87,598	\$111,200	\$84,270
COMMUNITY SERVICES DIVISION TOTAL	\$2,256,880	\$2,379,148	\$4,987,420	\$2,551,910



Public Works

	2017 BUDGET	2017 FTE**
Work for Others	\$7,780	
DPW Administration*	355,500	3.20
Sidewalk	112,340	
Street Lighting	281,000	
Airport Contribution	81,600	
Total Public Works	**\$838,220	3.20

*Compensation allocated to project accounts as work is done

**Additional 15.55 street and engineering FTE charged to various accounts where work is done

Public Works Division

In accordance with Ordinance Chapter 31.19, "The Division of Public Works is headed by the Director. The Director is responsible for community health and environment through the design, construction, maintenance and operation of the water supply system, streets and other public property including cemeteries, airports and the disposal systems for solid and liquid waste."

Work For Others Activity

Repair Services for Others

- Expenditures that are invoiced and billed to a responsible party due to accident damage, assistance to contractors, repair of utility cuts or other reimbursable services
- Costs are billed to outside entities plus overhead

DPW Administration Activity

- Includes the Director, Engineer, engineering technicians, administrative staff and some benefit costs for Street Department employees
- Provides design and construction inspection services for the capital projects throughout the City
- Issues permits and inspects all construction within the right-of-ways and reviews site plans for construction
- Some compensation is charged back to individual project accounts as service is provided
 - 2017 Expenditures
 - Professional Services decreased due to mosquito monitoring services provided in 2016

Sidewalk Activity

Sidewalk Replacement

- Sidewalks replaced based on construction contracts, complaints, accidents and prioritization of walking routes
 - 2017 Expenditures
 - Continuation of additional capital improvement funds allocated in 2017 to address needs for replacements in complaint locations

New Sidewalk Construction/Walkability

- Per City Commission policy to provide homeowners a three year notice for new sidewalks, sidewalks will be constructed in 2018 on West Side of Henry – High to Broadway and 2020 on West Side of Henry – Broadway to Pickard. Per 2017-2021 Capital Improvement Plan, property owners will not be special assessed for one-half of the cost. During the 2018-2022 CIP, discussion will take place regarding using ACT 51 funds for sidewalks

School Route Snowplowing

- Plowing of identified school routes after all City streets are cleaned except for Main Street pathway which is cleaned early

Street Light Activity

- Electricity for all streetlights on City-owned streets
- Construction costs for installation of pedestrian street lighting
 - 2017 Expenditures
 - Addition of pedestrian lighting on Broadway Street between Harris or Adams to Oak

Airport Contribution Activity

- General Fund contribution to offset the cost of operating the airport
 - 2017 Expenditures
 - Increase in General Fund contribution due to continued decline in revenue at the Airport

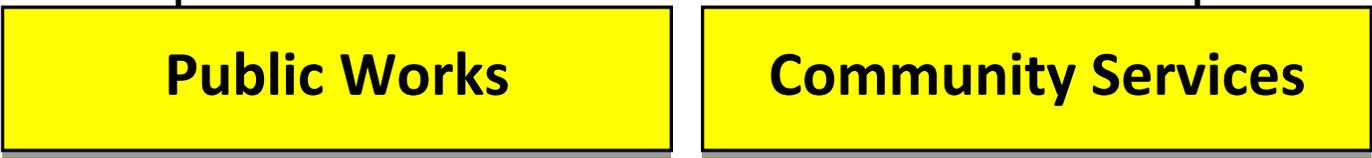
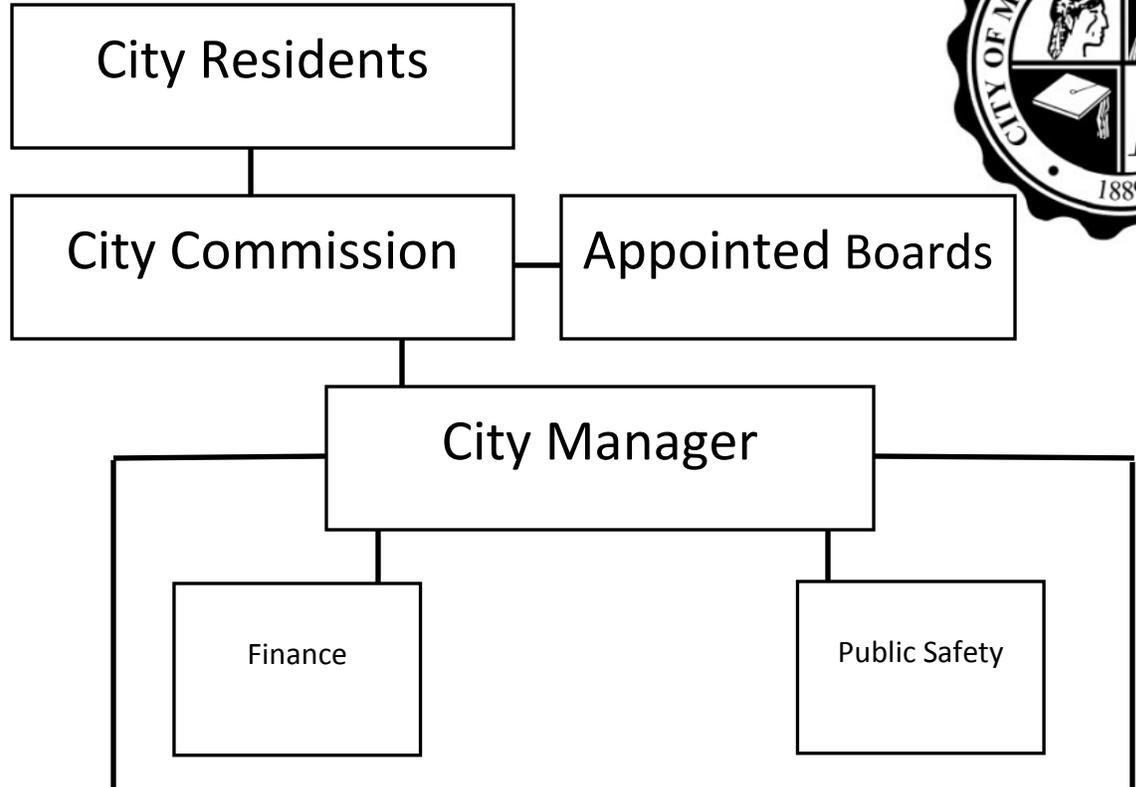
PUBLIC WORKS DIVISION

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>WORK FOR OTHERS ACTIVITY</u>				
<u>WEED MOWING FOR OTHERS</u>				
(Moved to Public Safety in 2015)				
Professional Services	\$2,373	\$0	\$0	\$0
<u>REPAIR SERVICES FOR OTHERS</u>				
Compensation (**FTE)	\$4,770	\$3,777	\$3,270	\$3,280
Supplies	863	434	500	500
Other Expenditures	5,575	5,451	4,000	4,000
REPAIR SERVICES FOR OTHERS TOTAL	\$11,208	\$9,662	\$7,770	\$7,780
WORK FOR OTHERS ACTIVITY TOTAL	\$13,581	\$9,662	\$7,770	\$7,780
<u>DPW ADMINISTRATION ACTIVITY</u>				
Compensation (*3.20 FTE)	\$298,440	\$293,970	\$314,680	\$313,180
Supplies	2,772	5,533	6,130	5,970
Professional Services	5,875	5,793	19,490	9,890
Training	4,597	1,620	4,990	6,910
Utilities	3,002	3,366	1,400	1,400
Other Expenditures	15,598	15,956	17,490	18,150
DPW ADMIN ACTIVITY TOTAL	\$330,284	\$326,238	\$364,180	\$355,500
*Some Compensation Allocated to Other Funds and Activities				
<u>SIDEWALK ACTIVITY</u>				
<u>SIDEWALK REPLACEMENT</u>				
Compensation (**FTE)	\$21,941	\$15,994	\$47,200	\$17,230
Supplies	2,396	1,783	1,350	1,350
Professional Services	48,908	120,889	38,730	78,620
Other Expenditures	2,954	2,198	2,800	2,800
SIDEWALK REPLACEMENT TOTAL	\$76,199	\$140,864	\$90,080	\$100,000
<u>NEW SIDEWALK/WALKABILITY</u>				
Compensation (**FTE)	\$5,916	\$0	\$0	\$0
Supplies	68	0	0	0
Professional Services	197,128	78	5,000	0
Other Expenditures	28	0	0	0
NEW SIDEWALK/WALKABILITY TOTAL	\$203,140	\$78	\$5,000	\$0

PUBLIC WORKS DIVISION

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>SIDEWALK RAMP CONSTRUCTION</u> (Transferred to Street in 2015)				
Professional Services	\$58,839	\$0	\$0	\$0
<u>SCHOOL ROUTE SNOWPLOWING</u>				
Compensation (**FTE)	\$7,213	\$6,261	\$6,330	\$6,340
Supplies	989	220	500	500
Other Expenditures	15,311	5,752	5,500	5,500
SCHOOL ROUTE SNOWFLOW TOTAL	\$23,513	\$12,233	\$12,330	\$12,340
SIDEWALK ACTIVITY TOTAL	\$361,691	\$153,175	\$107,410	\$112,340
<u>STREET LIGHTS ACTIVITY</u>				
Compensation (**FTE)	\$1,589	\$6,716	\$21,500	\$21,550
Supplies	24	47	0	0
Professional Services	89,246	100,624	275,000	98,450
Utilities	112,067	150,461	160,000	161,000
Other Expenditures	71	192	0	0
STREET LIGHT ACTIVITY TOTAL	\$202,997	\$258,040	\$456,500	\$281,000
<u>AIRPORT CONTRIBUTION ACTIVITY</u>				
Contrib - Airport Fund	\$41,600	\$41,600	\$41,600	\$81,600
PUBLIC WORKS DIVISION TOTAL	\$950,153	\$788,715	\$977,460	\$838,220
GENERAL FUND TOTAL EXPENDITURES	\$11,916,214	\$11,834,310	\$15,397,900	\$12,678,660

**Allocated from 11 person street crew



	<u>2017</u> <u>BUDGET</u>
Major Street*	\$2,149,950
Local Street*	1,139,340
Total	\$3,289,340

	<u>2017</u> <u>BUDGET</u>
Parks and Recreation**	\$14,700
Downtown	247,870
Block Grant	11,500
Total	\$1,514,020

*15.55 FTE allocated across various project accounts as work is done
 **Includes 4.65 FTE

SPECIAL REVENUE FUNDS

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources or to finance specified activities as required by law or administrative regulation.

Major Street Fund

- Receipt and expenditure of state shared gas and weight taxes under Act 51 of 1951 as amended
- City of Mt. Pleasant has 24 miles of major streets designated as Major by Act 51
 - 2017 Revenue
 - State Gas & Weight Tax is based on projections provided by the State of Michigan
 - State Grant is for Pickard Street bridge
 - 2017 Expenditures
 - Construction: \$1,026,220 + engineering
 - Pickard Street bridge design & deck replacement \$776,220
 - U.S. 27 roundabout City share of MDOT project \$12,000
 - Denison – Three Leaves to West Campus \$67,000
 - Three Leaves – Deerfield to Denison \$171,000
 - Maintenance
 - Sweeping, patching, curb and gutter repair, crack sealing, seal coating and micro surfacing
 - Decrease in Professional Services in 2017 due to the additional street/bike lane markings in 2016
 - Trees, storm sewers, bridges, signs and signals
 - Snow removal based on 3 year average of costs
 - Transfer to Local Street Fund reflects 24% of the Major Street Fund Act 51 monies
 - Trunkline Maintenance reimbursed by the State
 - Overhead is charged by General Fund
 - Increase in Overhead Charges due to the change in General Fund Overhead rates

Local Street Fund

- Receipt and expenditure of state shared gas and weight taxes under Act 51, 1951 as amended
- City of Mt. Pleasant has 50 miles of local streets designated as Local by Act 51
 - 2017 Revenue
 - Transfer of 24% of Major Street Act 51 revenue to Local Street
 - Contribution from Capital Improvement Fund of \$75,000 for contribution toward street reconstructions, overlays and alley maintenance
 - 2017 Expenditures
 - Construction: \$94,000 + engineering
 - Forest Lane

- Mill and overlay: \$181,000 + engineering
 - Harris – Lyons to Broadway
 - Lyons – Adams to Harris
 - Elm – Henry to Harris
 - Palmer – Mission to Brown
 - West Grand – Crosslanes to Manor
 - East Grand – Crosslanes to Manor
 - Manor – Crosslanes to dead end
 - ADA Ramps
 - Some projects from the Capital Improvement Plan were moved to 2017 since 2% allocations were received in 2016 allowing some 2017 projects to be done early
- Maintenance
 - Sweeping, patching, curb/ gutter repair and crack sealing
 - Alley Maintenance
 - Decrease in expenditures due to initial alley grading in 2016 funded by Tribal 2% allocation
 - Any alley overlay petitioned by homeowner to be special assessed will be added to the budget later as amounts are known
 - Trees, bridges, signs and signals
 - Increase in expenditures due to additional street name sign replacement which is required by 2018
 - Snow removal based on a three year average
 - Storm sewers
 - Decrease in expenditures to SAW grant in previous years
- Overhead is charged by General Fund
 - Increase in overhead charges due to change in General Fund overhead rates

Downtown Improvement and Parking Fund

- Downtown promotions/recruiting, downtown parking enforcement/maintenance and landscaping/grounds keeping of the public areas and events
 - 2017 Revenue
 - Special Assessment based on the Adhoc Downtown Committee recommendation for 2016 & 2017 to be used for maintenance of lots, common areas and landscaping/grounds keeping
 - Contribution from Other Funds
 - General Fund contribution decreased due to one-time allocation for the purchase of holiday silhouettes in 2016 less the increase in overhead charged to the program
 - 2017 Expenditures in accordance with 2016 Ad Hoc Committee recommendations
 - Marketing materials including website
 - Beautification; including landscaping, grounds keeping, and utilities
 - Funds for an annual power washing of downtown sidewalks plus additional hanging baskets

- Events
 - Tracks expenses of special events
 - Banner Festival
 - Ladies Night Out
 - Thrilling Thursdays
 - Movies by Moonlight
 - Mt. Pleasant Christmas Celebration
 - Seasonal decoration installation
 - Summer Concert Series
 - Contributions toward partnership for other downtown events (Art Walk, Car Show and Beer Festival)
- Parking enforcement
 - Actual costs for parking enforcement paid by parking fines
- Parking lot maintenance
 - Parking lot maintenance includes actual costs for snow removal, sign repair and parking lot striping

Parks and Recreation Fund

- Programs which generate revenue to cover the direct expenses of the programs
- During 2010, the decision was made to show all costs of recreation programs in this fund with a subsidy from the General Fund
- 2017 Revenue
 - Projected funding based on historical participation numbers and anticipated continuance of 2% funding for approximately one-third of PEAK program
 - Increase in Contribution from General Fund to cover the increased overhead allocation
- 2017 Expenditures
 - PEAK Program funded with a combination of user fees and Tribal 2% allocation
 - During the fall of 2017 PEAK will re-establish the original K-8th grade program. This will coincide with the public school's realignment of elementary and middle school students in their buildings. A site will continue at West Intermediate for 6th-8th grade and is proposed to no longer include high school students
 - All other recreation programs are grouped into categories
 - Adult Athletics
 - Kickball
 - Sand Volleyball
 - Softball Leagues
 - Start Smart™ Programs
 - Basketball
 - Golf
 - Tee-Ball
 - Flag Football
 - Soccer
 - Youth Athletics
 - Basketball
 - Flag Football
 - Tennis Lessons
 - Dodgeball
 - Spring Soccer
 - Tennis Fun Day
 - Fall Soccer
 - Tee-Ball
 - Volleyball
 - Tournaments
 - Amateur Softball Association National Tournament in 2016
 - MI Amateur Softball Association Junior Olympic State Tournament

- Special Events
 - Daddy/Daughter Date Night
 - Mom and Son Event*
 - Winter Challenge
 - Great Egg Scramble*
 - Princess/Superhero Party

*Eliminated in 2017
- Community Outreach
 - Farmers Markets – Thursdays and Saturdays
- Park Partnerships
 - Now in General Fund

Special Assessment Fund

- Special assessment loans to property owners for public improvements made to their property
- Monies are transferred to funds responsible for the construction
 - 2017 Expenditures
 - Budget will be amended for alley overlays petitioned by homeowners

Community Development Block Grant

- Money received from federal and state grants and HODAG to rehabilitate targeted residential areas or provide community development activities in neighborhoods
 - 2017 Expenditures - \$11,500
 - Budget includes transfer to General Fund for neighborhood activities including residential design, events, dumpster, zoning postage and neighborhood surveys and will be amended as additional programs are identified
 - \$400,000 was allocated in 2012 toward Youth and Community Services Unit in the General Fund; funds not spent will carry forward to 2018
 - \$117,600 in 2016 to fund an additional Code Enforcement Officer for 2016 and 2017
 - Funds will still be available for the Owner Occupied Incentive Program that was suspended in 2016 and will be reevaluated

Cemetery Trust Fund

- A portion of the burial fees held in trust for perpetual care of the cemetery

2017 PROPOSED BUDGET

MAJOR STREET FUND

STATEMENT OF FUND BALANCE				
	ESTIMATED 01/01/17 BEGINNING BALANCE	2017 PROPOSED REVENUES	2017 PROPOSED EXPENDITURES	12/31/17 ENDING BALANCE
RESTRICTED - ACT 51	\$1,379,050	\$2,271,170	\$2,149,950	\$1,500,270
RESTRICTED - 2% ALLOCATION	15,399	0	0	15,399
TOTAL	\$1,394,449	\$2,271,170	\$2,149,950	\$1,515,669

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
REVENUES				
State Gas & Weight Tax	\$1,288,395	\$1,436,031	\$1,329,120	\$1,563,360
Federal and State Grants	352,892	36,368	0	676,400
Charges For Services	465	330	1,350	1,350
Interest - Investments	5,907	5,916	5,000	5,000
Reimbursements	27,468	29,636	25,060	25,060
Contrib - Other Funds	0	17,750	15,000	0
Other	101,500	3,519	0	0
MAJOR STREET TOTAL REVENUE	\$1,776,627	\$1,529,550	\$1,375,530	\$2,271,170

MAJOR STREET FUND**EXPENDITURES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>STREET CONSTRUCTION</u>				
Compensation (*FTE)	\$27,307	\$26,070	\$39,680	\$59,450
Supplies	382	8,923	150	50
Professional Services	690,649	380,347	357,570	1,026,220
Other Expenditures	14,703	8,713	5,970	29,080
STREET CONSTRUCTION TOTAL	\$733,041	\$424,053	\$403,370	\$1,114,800
<u>STREET MAINTENANCE</u>				
Compensation (*FTE)	\$74,355	\$71,900	\$79,940	\$80,120
Supplies	14,528	13,792	15,220	16,450
Professional Services	32,035	106,890	61,890	39,150
Utilities	191	168	200	200
Other Expenditures	37,863	37,703	34,900	37,100
STREET MAINTENANCE TOTAL	\$158,972	\$230,453	\$192,150	\$173,020
<u>TREE MAINTENANCE</u>				
Compensation (*FTE)	\$23,064	\$25,622	\$24,230	\$27,220
Supplies	\$10,095	\$11,075	\$11,200	\$11,200
Professional Services	21,058	10,473	18,800	18,800
Other Expenditures	16,350	14,746	18,650	18,480
TREE MAINTENANCE TOTAL	\$70,567	\$61,916	\$72,880	\$75,700
<u>STORM SEWER MAINTENANCE</u>				
Compensation (*FTE)	\$22,429	\$27,909	\$23,810	\$23,810
Supplies	2,404	4,593	4,030	4,030
Professional Services	174	0	2,500	5,000
Other Expenditures	6,002	10,685	9,100	7,500
STORM SEWER MAINTENANCE TOTAL	\$31,009	\$43,187	\$39,440	\$40,340
<u>BRIDGE MAINTENANCE</u>				
Compensation (*FTE)	\$499	\$434	\$860	\$860
Supplies	49	232	250	250
Professional Services	1,500	0	1,500	0
Other Expenditures	4	430	100	100
BRIDGE MAINTENANCE TOTAL	\$2,052	\$1,096	\$2,710	\$1,210

MAJOR STREET FUND**EXPENDITURES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>SIGN & SIGNAL MAINTENANCE</u>				
Compensation (*FTE)	\$16,229	\$22,410	\$21,580	\$23,610
Supplies	9,029	7,969	14,450	10,200
Professional Services	10,501	9,712	10,450	10,450
Utilities	8,003	9,555	9,500	9,500
Other Expenditures	5,349	6,739	3,150	5,700
SIGN & SIGNAL MAINTENANCE TOTAL	\$49,111	\$56,385	\$59,130	\$59,460
<u>SNOW & ICE CONTROL</u>				
Compensation (*FTE)	\$38,582	\$37,194	\$45,890	\$45,990
Supplies	21,932	26,136	25,150	26,850
Professional Services	4,779	7,426	7,000	7,000
Other Expenditures	43,919	42,371	45,000	52,650
SNOW & ICE CONTROL TOTAL	\$109,212	\$113,127	\$123,040	\$132,490
<u>SUPERVISION & ENGINEERING</u>				
Compensation (**FTE)	\$72,091	\$99,448	\$100,140	\$99,860
Supplies	164	80	1,280	1,120
Professional Services	2,090	2,022	3,000	3,000
Utilities	2,305	2,000	600	600
Training	591	4,396	6,400	6,400
Other Expenditures	78	171	260	260
SUPERVISION & ENGINEERING TOTAL	\$77,319	\$108,117	\$111,680	\$111,240
<u>OVERHEAD CHARGES</u>				
Contrib - General Fund	\$21,312	\$25,840	\$25,370	\$41,390
<u>STREET FUND TRANSFERS</u>				
Contrib - Local Street Fund	\$272,400	\$282,400	\$276,000	\$375,240
<u>TRUNKLINE MAINTENANCE</u>				
Compensation (*FTE)	\$7,928	\$7,889	\$16,740	\$16,740
Professional Services	6,936	4,172	0	0
Utilities	0	0	2,000	2,000
Other Expenditures	12,542	12,943	6,320	6,320
TRUNKLINE MAINTENANCE TOTAL	\$27,406	\$25,004	\$25,060	\$25,060
MAJOR STREET FUND TOTAL EXPENDITURES	\$1,552,401	\$1,371,578	\$1,330,830	\$2,149,950

*Allocated from 11 Person Street Crew

**Allocated from Street Administration

STATEMENT OF FUND BALANCE				
	ESTIMATED 01/01/17 BEGINNING BALANCE	2017 PROPOSED REVENUES	2017 PROPOSED EXPENDITURES	12/31/17 ENDING BALANCE
RESTRICTED - ACT 51	\$302,061	\$1,048,360	\$1,139,390	\$211,031

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
REVENUES				
State Gas & Weight Tax	\$488,955	\$447,305	\$443,040	\$521,120
State Grant	57,386	325,317	67,730	0
Charges for Services	73,977	67,316	74,000	74,000
Interest - Investments	3,711	2,225	3,000	3,000
2% Tribal Allocation	50,000	50,000	105,000	0
Contributions - Other Funds	472,400	432,400	406,500	450,240
Other	0	1,350	0	0
LOCAL STREET TOTAL REVENUES	\$1,146,429	\$1,325,913	\$1,099,270	\$1,048,360

LOCAL STREET FUND**EXPENDITURES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>STREET CONSTRUCTION</u>				
Compensation (*FTE)	\$52,670	\$43,055	\$26,820	\$52,710
Supplies	1,036	64	200	200
Professional Services	459,570	237,411	148,900	94,000
Other Expenditures	12,120	6,752	4,150	20,030
STREET CONSTRUCTION TOTAL	\$525,396	\$287,282	\$180,070	\$166,940
<u>STREET MAINTENANCE</u>				
Compensation (*FTE)	\$98,594	\$88,802	\$107,160	\$98,550
Supplies	18,493	17,663	14,750	14,780
Professional Services	271,949	182,416	341,160	231,270
Utilities	191	168	200	200
Other Expenditures	58,081	55,935	56,900	54,900
STREET MAINTENANCE TOTAL	\$447,308	\$344,984	\$520,170	\$399,700
<u>MAINTENANCE NON-PAVED ROADS</u>				
Compensation (*FTE)	\$6,589	\$4,115	\$4,480	\$4,480
Supplies	4,599	643	2,200	2,200
Professional Services	1,187	1,375	2,800	2,800
Other Expenditures	12,897	4,815	10,400	12,350
MAINT NON-PAVED ROADS TOTAL	\$25,272	\$10,948	\$19,880	\$21,830
<u>ALLEY MAINTENANCE</u>				
Compensation (*FTE)	\$0	\$0	\$11,180	\$6,040
Supplies	0	0	2,700	1,150
Professional Services	0	0	45,620	40,010
Other Expenditures	0	0	1,000	800
ALLEY MAINTENANCE TOTAL	\$0	\$0	\$60,500	\$48,000
<u>TREE MAINTENANCE</u>				
Compensation (*FTE)	\$40,964	\$36,459	\$42,880	\$42,980
Supplies	11,418	6,709	11,300	11,300
Professional Services	23,510	17,561	21,000	21,000
Other Expenditures	35,967	24,722	35,870	32,840
TREE MAINTENANCE TOTAL	\$111,859	\$85,451	\$111,050	\$108,120

LOCAL STREET FUND**EXPENDITURES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>STORM SEWER MAINTENANCE</u>				
Compensation (*FTE)	\$37,829	\$40,870	\$40,160	\$41,110
Supplies	42,892	9,089	4,000	9,500
Professional Services	7,037	292,495	67,730	0
Other Expenditures	8,017	15,059	12,000	9,300
STORM SEWER MAINT TOTAL	\$95,775	\$357,513	\$123,890	\$59,910
<u>BRIDGE MAINTENANCE</u>				
Supplies	\$251	\$0	\$0	\$0
Professional Services	500	0	1,000	1,000
BRIDGE MAINTENANCE TOTAL	\$751	\$0	\$1,000	\$1,000
<u>SIGN & SIGNAL MAINTENANCE</u>				
Compensation (*FTE)	\$13,314	\$14,069	\$16,010	\$18,610
Supplies	6,038	4,470	8,840	10,840
Other Expenditures	3,798	4,028	2,750	3,500
SIGN & SIGNAL MAINTENANCE TOTAL	\$23,150	\$22,567	\$27,600	\$32,950
<u>SNOW & ICE CONTROL</u>				
Compensation (*FTE)	\$40,487	\$39,126	\$49,860	\$49,970
Supplies	22,153	25,021	25,250	27,250
Professional Services	65	59	0	0
Other Expenditures	44,733	44,793	44,950	57,200
SNOW & ICE CONTROL TOTAL	\$107,438	\$108,999	\$120,060	\$134,420
<u>SUPERVISION & ENGINEERING</u>				
Compensation (**FTE)	\$69,634	\$92,176	\$88,710	\$88,910
Supplies	194	95	1,270	1,110
Professional Services	2,089	2,022	2,250	2,250
Utilities	2,305	2,000	600	600
Training	591	4,176	4,000	4,000
Other Expenditures	154	160	150	150
SUPERVISION & ENGINEERING TOTAL	\$74,967	\$100,629	\$96,980	\$97,020
<u>OVERHEAD CHARGES</u>				
Contrib - General Fund	\$35,730	\$33,749	\$41,110	\$69,500
LOCAL STREET FUND TOTAL EXPENDITURES	\$1,447,646	\$1,352,122	\$1,302,310	\$1,139,390

*Allocated from 11 Person Street Crew

**Allocated from Street Administration

2017 PROPOSED BUDGET

DOWNTOWN IMPROVEMENT AND PARKING FUND

STATEMENT OF FUND BALANCE				
	ESTIMATED 01/01/17 BEGINNING <u>BALANCE</u>	2017 PROPOSED <u>REVENUES</u>	2017 PROPOSED <u>EXPENDITURES</u>	12/31/17 ENDING <u>BALANCE</u>
RESTRICTED - SPECIAL ASSESSMENT ASSIGNED	\$65,064 1,227	\$242,450 0	\$247,870 0	\$59,644 1,227
TOTAL	<u>\$66,291</u>	<u>\$242,450</u>	<u>\$247,870</u>	<u>\$60,871</u>

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>REVENUES</u>				
Parking Permit Fees	\$5,551	\$5,506	\$4,700	\$4,700
Parking Fines	33,376	30,465	31,000	31,000
Interest - Investments	9	4	0	0
Special Assessment	85,316	85,011	115,480	115,480
Contrib - General Fund	55,400	87,500	111,200	84,270
Contrib - TIFA	10,500	10,500	0	0
Other	7,448	6,827	5,550	7,000
DOWNTOWN IMPROVEMENT AND PARKING TOTAL REVENUES	<u>\$197,600</u>	<u>\$225,813</u>	<u>\$267,930</u>	<u>\$242,450</u>

DOWNTOWN IMPROVEMENT & PARKING FUND**EXPENDITURES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>MARKETING AND PROMOTION</u>				
(2014 and 2015 included Beautification)				
Compensation (**FTE plus Temporaries)	\$31,402	\$24,905	\$2,610	\$2,610
Supplies	4,720	5,039	250	250
Professional Services	25,690	23,020	7,290	6,170
Utilities	876	800	0	0
Training	1,665	1,533	0	0
Other Expenditures	861	642	0	610
MARKETING AND PROMOTION TOTAL	\$65,214	\$55,939	\$10,150	\$9,640
<u>BEAUTIFICATION</u>				
Compensation (**FTE plus Temporaries)	\$0	\$208	\$27,770	\$27,770
Supplies	0	0	18,690	18,690
Professional Services	0	0	28,330	28,330
Utilities	0	0	20,230	20,230
Other Expenditures	0	0	620	7,070
BEAUTIFICATION TOTAL	\$0	\$208	\$95,640	\$102,090
<u>DOWNTOWN EVENTS</u>				
Compensation (**FTE plus Temporaries)	\$21,449	\$18,302	\$20,920	\$20,920
Supplies	10,774	17,208	19,010	19,010
Professional Services	39,006	33,718	33,560	34,810
Other Expenditures	5,268	5,148	40,790	9,450
DOWNTOWN EVENTS TOTAL	\$76,497	\$74,376	\$114,280	\$84,190
<u>PARKING ENFORCEMENT</u>				
Compensation (*FTE)	\$13,736	\$12,507	\$14,220	\$14,220
Supplies	887	634	3,720	3,720
Other Expenditures	2,714	2,426	3,490	4,140
PARKING LOT ENFORCEMENT TOTAL	\$17,337	\$15,567	\$21,430	\$22,080

DOWNTOWN IMPROVEMENT & PARKING FUND**EXPENDITURES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>PARKING LOT MAINTENANCE</u>				
Compensation (**FTE)	\$6,888	\$3,609	\$6,880	\$6,880
Supplies	3,426	1,983	3,400	3,400
Professional Services	9,761	14,267	9,800	9,800
Utilities	17,063	19,428	0	0
Other Expenditures	9,204	8,435	9,200	9,790
PARKING LOT MAINTENANCE TOTAL	\$46,342	\$47,722	\$29,280	\$29,870
DOWNTOWN IMPROVEMENT & PARKING FUND TOTAL EXPENDITURES	\$205,390	\$193,812	\$270,780	\$247,870

*Allocated from 3 Person Code Enforcement Crew

**Allocated from 11 Person DPW Crew

***Allocated from 3 Person Parks Crew

2017 PROPOSED BUDGET

PARKS AND RECREATION FUND

STATEMENT OF FUND BALANCE				
	ESTIMATED 01/01/17 BEGINNING BALANCE	2017 PROPOSED REVENUES	2017 PROPOSED EXPENDITURES	12/31/17 ENDING BALANCE
RESTRICTED - PEAK	\$0	\$173,000	\$173,000	\$0
ASSIGNED - PEAK	427,745	394,000	393,990	427,755
ASSIGNED - PROJECTS	132,780	0	132,780	0
ASSIGNED - RECREATION	72,480	503,280	554,880	20,880
TOTAL	\$633,005	\$1,070,280	\$1,254,650	\$448,635

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
REVENUES				
PEAK Fees	\$342,992	\$349,957	\$394,000	\$394,000
PEAK Grant Reimbursement	0	0	18,000	18,000
Donations	3,242	3,862	15,400	20,000
2% Tribal Allocation	190,000	0	155,000	150,000
Scholarships	0	0	1,000	1,000
Youth Athletics	59,230	63,003	61,900	62,600
Start Smart Program	7,630	7,745	7,850	7,850
Adult Athletics	28,471	25,054	24,000	22,000
Pilot Programs	4,090	4,305	11,700	11,700
Tournaments	95,114	58,052	91,000	57,300
Partnerships	1,166	1,221	0	0
Special Events	8,753	18,264	24,600	23,000
Community Outreach	36,964	46,126	51,000	50,900
Miscellaneous	0	385	0	0
Contrib - Capital Improvement Fund	5,000	5,000	5,000	0
Contrib - General Fund	231,430	231,430	231,430	251,430
Interest/Charges/Credit Cards	1,669	1,132	500	500
PARKS AND RECREATION TOTAL REVENUES	\$1,015,751	\$815,536	\$1,092,380	\$1,070,280

PARKS AND RECREATION FUND**EXPENDITURES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>RECREATION ADMINISTRATION</u>				
Compensation (3.15 FTE plus Temporaries)	\$159,731	\$147,445	\$214,160	\$244,620
Supplies	7,373	18,548	18,360	18,360
Professional Services	6,123	6,855	6,500	13,100
Utilities	1,316	1,570	2,040	2,040
Training	8,884	9,818	6,000	6,000
Other Expenditures	13,801	1,450	2,400	14,920
RECREATION ADMINISTRATION TOTAL	\$197,228	\$185,686	\$249,460	\$299,040
<u>PARKS PARTNERSHIP</u>				
Other Expenditures	\$0	\$14,800	\$5,000	\$132,780
<u>PEAK</u>				
Compensation (1.50 FTE plus Temporaries)	\$422,070	\$457,277	\$441,530	\$426,230
Supplies	42,903	29,354	57,850	57,350
Professional Services	46,807	52,420	44,000	36,700
Training	3,623	3,258	3,500	3,500
Other Expenditures	23,978	23,060	30,080	43,210
PEAK TOTAL	\$539,381	\$565,369	\$576,960	\$566,990
<u>YOUTH ATHLETICS</u>				
Compensation (Temporaries)	\$10,787	\$13,443	\$6,980	\$7,280
Supplies	15,838	21,566	21,120	23,350
Professional Services	17,671	19,475	20,370	22,570
Other Expenditures	1,752	2,229	2,050	3,170
YOUTH ATHLETICS TOTAL	\$46,048	\$56,713	\$50,520	\$56,370
<u>START SMART PROGRAM</u>				
Compensation (Temporaries)	\$3,629	\$4,346	\$3,510	\$3,030
Supplies	1,605	1,863	1,800	1,850
Professional Services	689	300	600	600
Other Expenditures	252	277	240	460
START SMART PROGRAM TOTAL	\$6,175	\$6,786	\$6,150	\$5,940

PARKS AND RECREATION FUND**EXPENDITURES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>ADULT ATHLETICS</u>				
Compensation (Temporaries)	\$6,614	\$7,094	\$4,730	\$4,530
Supplies	7,289	7,176	6,100	6,100
Professional Services	6,852	8,176	7,500	7,500
Other Expenditures	882	954	1,100	1,030
ADULT ATHLETICS TOTAL	\$21,637	\$23,400	\$19,430	\$19,160
<u>TOURNAMENTS</u>				
Compensation (Temporaries)	\$7,885	\$7,874	\$3,530	\$1,900
Supplies	9,638	5,305	5,100	5,500
Professional Services	62,271	37,841	67,000	37,000
Other Expenditures	66,403	54,566	18,630	26,340
TOURNAMENTS TOTAL	\$146,197	\$105,586	\$94,260	\$70,740
<u>PARTNERSHIPS</u>				
Compensation (Temporaries)	\$1,652	\$745	\$0	\$0
Professional Services	851	840	0	0
Other Expenditures	333	278	0	0
PARTNERSHIPS TOTAL	\$2,836	\$1,863	\$0	\$0
<u>SPECIAL EVENTS</u>				
Compensation (Temporaries)	\$5,772	\$11,154	\$5,260	\$2,910
Supplies	10,672	12,705	18,770	12,700
Professional Services	4,095	9,480	12,400	8,180
Other Expenditures	664	1,170	1,610	1,750
SPECIAL EVENTS TOTAL	\$21,203	\$34,509	\$38,040	\$25,540
<u>COMMUNITY OUTREACH</u>				
Compensation (Temporaries)	\$33,228	\$36,883	\$11,170	\$12,570
Supplies	7,970	6,771	13,800	13,800
Professional Services	30,039	39,014	45,300	46,000
Other Expenditures	1,998	2,486	2,980	5,720
COMMUNITY OUTREACH TOTAL	\$73,235	\$85,154	\$73,250	\$78,090
PARKS AND RECREATION FUND TOTAL	\$1,053,940	\$1,079,866	\$1,113,070	\$1,254,650

2017 PROPOSED BUDGET

SPECIAL ASSESSMENT FUND

STATEMENT OF FUND BALANCE				
	ESTIMATED 01/01/17 BEGINNING BALANCE	2017 PROPOSED REVENUES	2017 PROPOSED EXPENDITURES	12/31/17 ENDING BALANCE
COMMITTED - SPECIAL ASSESSMENTS	\$225,209	\$2,810	\$0	\$228,019

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>REVENUES</u>				
Interest-S/A Annual Installment	\$184	\$371	\$240	\$190
Interest-Investments	2,067	1,993	1,500	1,000
Special Assessments	50,787	3,890	1,620	1,620
SPECIAL ASSESSMENT FUND TOTAL REVENUES	\$53,038	\$6,254	\$3,360	\$2,810
<u>EXPENDITURES</u>				
Transfer - General Fund	\$58,825	\$0	\$147,240	\$0
SPECIAL ASSESSMENT FUND TOTAL EXPENDITURES	\$58,825	\$0	\$147,240	\$0

2017 PROPOSED BUDGET

BLOCK GRANT FUND

STATEMENT OF FUND BALANCE				
	ESTIMATED 01/01/17 BEGINNING BALANCE	2017 PROPOSED REVENUES	2017 PROPOSED EXPENDITURES	12/31/17 ENDING BALANCE
ASSIGNED - OWNER OCCUPIED	\$31,045	\$0	\$0	\$31,045
ASSIGNED - HODAG	316,715	800	11,500	306,015
TOTAL	\$347,760	\$800	\$11,500	\$337,060

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>REVENUES</u>				
Interest - Contacts	\$575	\$181	\$0	\$0
Contracts Return Principal	19,503	18,146	0	0
Interest - HODAG	809	891	800	800
BLOCK GRANT FUND TOTAL REVENUES	\$20,887	\$19,218	\$800	\$800
<u>EXPENDITURES</u>				
<u>HODAG PROGRAMS - CDBG Activities</u>				
Contrib - General Fund	\$0	\$0	\$117,600	\$11,500
<u>CDBG ELIGIBLE PROGRAMS</u>				
Miscellaneous	\$0	\$995	\$0	\$0
Contrib - General Fund	0	30,000	0	0
CDBG ELIGIBLE PROGRAMS TOTAL	\$0	\$30,995	\$0	\$0
<u>OWNER-OCCUPIED INCENTIVE PROGRAM</u>				
Other Expenditures	\$12,251	\$16,875	\$0	\$0
BLOCK GRANT FUND TOTAL EXPENDITURES	\$12,251	\$47,870	\$117,600	\$11,500

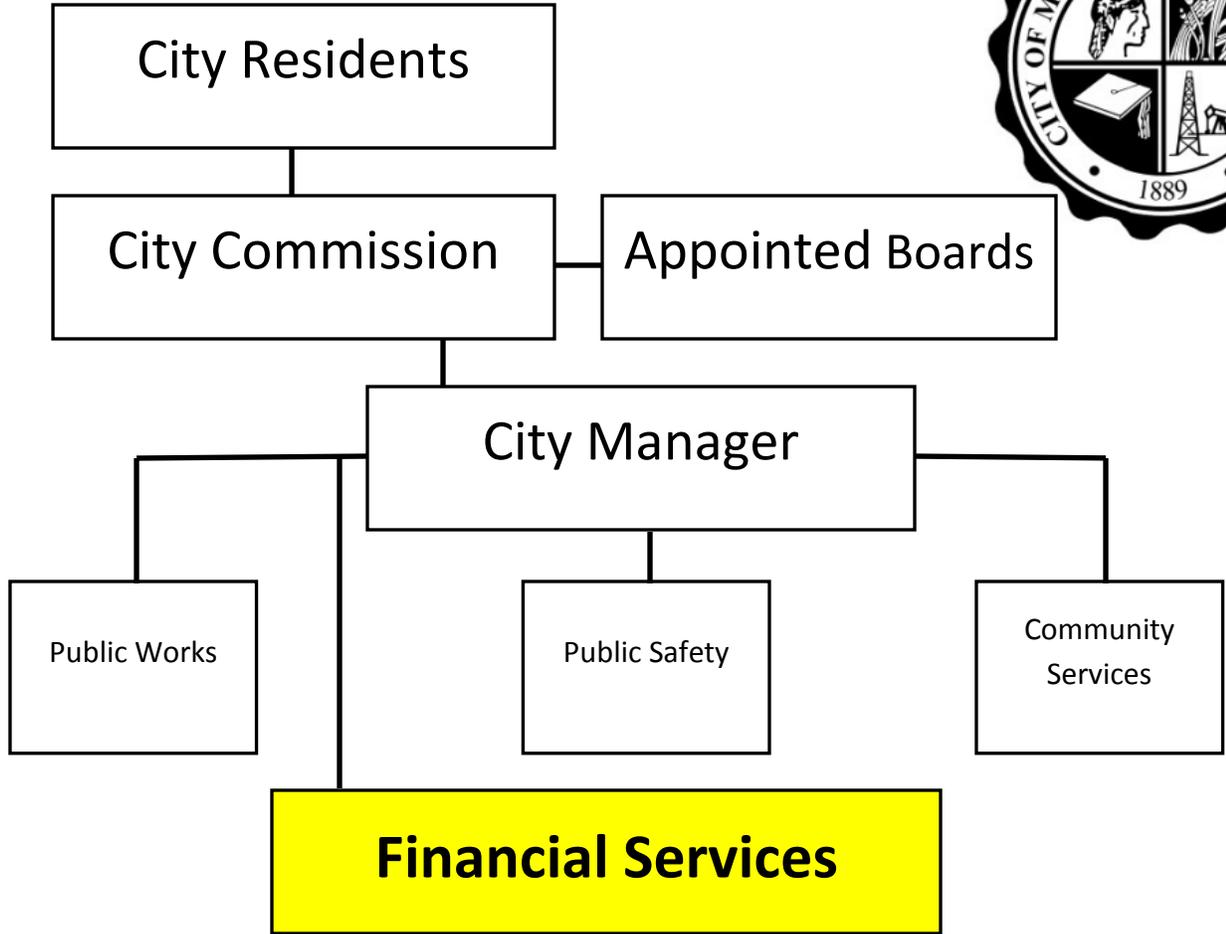
2017 PROPOSED BUDGET

CEMETERY TRUST FUND

STATEMENT OF FUND BALANCE				
	ESTIMATED 01/01/17 BEGINNING BALANCE	2017 PROPOSED REVENUES	2017 PROPOSED EXPENDITURES	12/31/17 ENDING BALANCE
COMMITTED - CEMETERY MAINTENANCE	\$186,401	\$6,300	\$0	\$192,701

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>REVENUES</u>				
Cemetery Lot Sales	\$2,400	\$6,000	\$5,000	\$5,000
Interest - Investments	975	978	1,300	1,000
Reimbursements	2,400	2,200	0	0
TOTAL CEMETERY TRUST REVENUES	\$5,775	\$9,178	\$6,300	\$6,000
<u>EXPENDITURES</u>	\$0	\$0	\$0	\$0

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2017
BUDGET

Capital Improvement	\$775,280
Borden Building Debt	2,851,540
Total	\$1,243,700

Capital Project and Debt Service Funds

The Capital Project Fund is used to accumulate and transfer funds to purchase/construct capital assets.

The Debt Service Funds are used to account for the accumulation of resources and payment of interest and principal on long-term debt other than bonds payable recognized in proprietary funds.

Capital Improvement Fund

- Millage dedicated for capital projects throughout the community. This millage remains at 2 mills
 - 2017 Budget recommends allocations as follows:
 - \$319,000 – Mission Creek Park restroom
 - 122,000 – Timber Town 2.0
 - 120,000 – Neighborhood pedestrian lighting
 - 100,000 – Sidewalk replacement
 - 75,000 – Local Street
 - 50,000 – Millpond Park fishing deck
 - 35,000 – DPS garage door replacement
 - 35,000 – Island Park universal access
 - 10,000 – Island Park ball field lighting improvements
 - 16,000 – DPS locker rooms Phase II
 - 9,000 – Nelson Park Walkway
 - 5,000 – Parks partnership program

Borden Building Debt

- Funding from the millage and payment of the outstanding debt for the Borden Project
- Interest payments are due in February of each year and that is why this debt account carries a balance at the end of the year
 - 2017 Revenues
 - Contribution from BRDA Funds includes a \$58,000 transfer from Brownfield Redevelopment Authority from the 2009 General Fund contribution to the Authority for economic development. There has not been a request for these funds since they were received. In 2015 the original developer for “Parcel B” paid the final payment of the settlement agreement for the taxes that were pledged for the development that didn’t occur. This transfer will allow one more year to identify another funding source to cover this shortfall of revenue that was projected from “Parcel B” development captured taxes when the bonds were initially sold

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2017 PROPOSED BUDGET

CAPITAL IMPROVEMENT FUND

STATEMENT OF FUND BALANCE				
	ESTIMATED 01/01/17 BEGINNING BALANCE	2017 PROPOSED REVENUES	2017 PROPOSED EXPENDITURES	12/31/17 ENDING BALANCE
COMMITTED - SPECIFIC PROJECTS	\$572,000	\$70,000	\$122,000	\$520,000
COMMITTED - CAPITAL PROJECTS	518,321	793,900	774,000	538,221
TOTAL	\$1,090,321	\$863,900	\$896,000	\$1,058,221

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>REVENUES</u>				
Real Property Taxes	\$753,856	\$767,200	\$777,350	\$795,280
Personal Property Taxes	\$60,887	\$66,057	\$66,180	\$62,620
Interest - Investments	5,633	5,969	6,000	6,000
CAPITAL IMPROVEMENT FUND TOTAL REVENUES	\$820,376	\$839,226	\$849,530	\$863,900
<u>EXPENDITURES</u>				
Contrib - General Fund	\$592,080	\$562,960	\$522,980	\$821,000
Contrib - Major Street Fund	0	17,750	15,000	0
Contrib - Local Street Fund	200,000	150,000	130,500	75,000
Contrib - Parks & Rec Fund	5,000	5,000	5,000	0
CAPITAL IMPROVEMENT FUND TOTAL EXPENDITURES	\$797,080	\$735,710	\$673,480	\$896,000

2017 PROPOSED BUDGET

BORDEN BUILDING DEBT

STATEMENT OF FUND BALANCE				
	ESTIMATED 01/01/17 BEGINNING <u>BALANCE</u>	2017 PROPOSED <u>REVENUES</u>	2017 PROPOSED <u>EXPENDITURES</u>	12/31/17 ENDING <u>BALANCE</u>
RESTRICTED	\$62,967	\$336,990	\$347,700	\$52,257

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>REVENUES</u>				
Real Property Taxes	\$199,551	\$201,786	\$203,900	\$209,000
Personal Property Taxes	16,122	17,110	14,900	13,000
State Reimb. PPT Loss	0	2,048	2,800	2,800
Miscellaneous Revenue	80,000	80,000	0	0
Contrib - BRDA Fund	67,180	57,300	74,730	112,190
BORDEN BUILDING DEBT TOTAL REVENUES	\$362,853	\$358,244	\$296,330	\$336,990
<u>EXPENDITURES</u>				
Principal Payments	\$235,000	\$225,000	\$245,000	\$265,000
Interest	112,600	103,200	94,200	81,950
Paying Agent Fees	750	750	750	750
BORDEN BUILDING DEBT TOTAL EXPENDITURES	\$348,350	\$328,950	\$339,950	\$347,700



City Residents

City Commission

Appointed Boards

City Manager

Finance

Public Safety

Public Works

Community Services

	<u>2017</u> <u>BUDGET</u>	<u>2017</u> <u>FTE</u>
Airport	\$775,280	
Sewer	2,851,540	7.0
Water	2,934,000	9.0
Solid Waste	549,250	
Total	\$7,110,070	16.0

	<u>2017</u> <u>BUDGET</u>
Land Development Fund	\$14,700
Total	\$14,700

ENTERPRISE FUNDS

Enterprise Funds

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises - where the intent of the City is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Land Development Fund

- Sale and development of residential and light industrial property on the southeast corner of the City
- Maintenance and development of property on the northwest corner of the City (Mt. Pleasant Center)
- Budget will be revised during 2017 as decisions about potential archeological studies and/or infrastructure are made and when a development project is considered

Airport Fund

- Operating and maintenance costs of the Airport, which is a basic transport category airport
- Capable of serving more than 95% of the general aviation business fleet
- 5,000 foot by 100 foot paved primary runway; full parallel taxiway, turf crosswind runway
- Aviation fuel sales available 24 hours per day
- T-hangars owned by the City are rented
- Corporate hangar for large corporate jets is rented
- 2017 Proposed Budget
 - Stable revenue for fuel sales/hanger rentals assumed
 - Phase II of Tree Abatement 95% funded by Federal/State Grant
 - Increase in General Fund Contribution \$40,000 to balance budget
 - Significantly deficient Working Capital balance will need to be monitored during the year and additional 2% allocation requested to help alleviate deficit
 - Discussions with potential partners continue

Sewer Fund

- Protect the public health and the environment of the community by maintaining a sound collection system
- Monitors and enforces federal, state and local regulations governing the discharge of wastes to the sewer system
- Functions include
 - Collection and treatment of storm water and wastewater
 - Maintenance and repair of all equipment at the plant
 - 15 pump stations within the collection system
 - Required laboratory analysis
 - Bio solid reuse, and industrial pre-treatment program
- 2017 Proposed Budget
 - Rate increase in demand charges are recommended for 2017 \$.90 per month for 5/8 meter, proportionately more for larger meters

- Increase in consumption revenue anticipated for a full year of the new hotel usage
- Fluctuating costs of chemicals and utilities have a large impact on this budget
- Capital Projects for 2017
 - Ferrous storage tank replacement \$200,000
 - Sanitary Sewer Manhole Rehabilitation 100,000
 - Pickard Street lift station electrical upgrade 75,000
 - Primary sludge pump replacement 32,000
 - Relining of sewers
 - SAW Grant identified locations \$160,550 + Engineering
 - Lansing – Locust to Michigan 58,000 + Engineering
 - SAW Grant Televising and related costs 30,220

Water Fund

- Providing water services to City residents as well as fire protection
- Treats and pumps water to the distribution system
- Operated under MDEQ and US EPA regulations to ensure public health requirements are met
- Operations also include laboratory testing and distribution
- Staff installs, operates and maintains the water mains, valves, service leads, meters and hydrants throughout the City
- 2017 Revenue
 - Rate increase in demand charges are recommended for 2017 \$1.05 per month for 5/8 meter, proportionately more for larger meters
 - Increase in consumption revenue anticipated for a full year of the new hotel usage
 - Fluctuating costs of chemicals and utilities have a large impact on this budget
- Capital Projects for 2017
 - Plant clarifier painting \$150,000
 - Ranney Well rehab 110,000
 - Plant roof replacement 65,000
 - Reservoir by-pass design 20,000
 - High Service Pump #3 rehab 19,000
 - Elevated Tank design 12,000
 - Deerfield Wells generator building 8,000
 - Chemical tank rehab evaluation 5,000
 - Water Main Replacements for 2017 \$15,000 plus engineering
 - Forest Lane

Solid Waste Management Fund

- Collecting and disposing of solid waste
- Funding from bag/tag sales, recycling user fees, and contributions from Major and Local Streets for leaf pickup

- 2017 Revenue
 - Stable revenue predicted for bag/tag sales as impact of changing fees in 2016 cannot be predicted for a full year yet
 - Expanded curb side pickup of recycling to additional locations
 - Proposed that the current millage levy for recycling be reallocated to the General Fund. Over the past few years the operations cost of the City/County joint Material Recycling Facility has been more than adequately covered by the millage. A surplus has been built up due to the positive market for recycling materials to cover the cost of operations for a few years to come

- 2017 Expenditures
 - Residential refuse collection
 - Collection of leaves
 - Decrease in Professional Services due to closure/clean-up of Mt Pleasant Center disposal site in 2016
 - Christmas tree disposal
 - Brush pick up (partially funded by user fees)
 - Contribution to the County for joint operation of the Material Recovery Facility (actual amount is dependent on operational sales/expenses of the MRF)
 - Curbside recycling
 - Increase in expenses to complete the expanded recycling area per the proposed ordinance

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2017 PROPOSED BUDGET

LAND DEVELOPMENT FUND

STATEMENT OF WORKING CAPITAL				
	ESTIMATED 01/01/17 BEGINNING BALANCE	2017 PROPOSED SOURCES	2017 PROPOSED USES	12/31/17 ENDING BALANCE
RESTRICTED - CONDO ASSOCIATION	\$170	\$0	\$0	\$170
UNASSIGNED	91,019	15,700	14,700	92,019
TOTAL	\$91,189	\$15,700	\$14,700	\$92,189

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
REVENUES				
Lease/Rents	\$15,739	\$15,739	\$15,700	\$15,700
Federal & State Grant	276,000	0	350,000	0
Contrib - Other Funds	0	0	2,867,230	0
LAND DEVELOPMENT FUND TOTAL REVENUES	\$291,739	\$15,739	\$3,232,930	\$15,700
OTHER SOURCES OF FUNDS				
Land Contract Payment	\$12	\$126,071	\$0	\$0
State Loan Proceeds	40,194	0	564,160	0
OTHER SOURCES TOTAL	\$40,206	\$126,071	\$564,160	\$0
LAND DEVELOPMENT FUND TOTAL SOURCES	\$331,945	\$141,810	\$3,797,090	\$15,700

LAND DEVELOPMENT FUND**WORKING CAPITAL USES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
SALES COST PROJECT 2000				
Compensation (N/A FTE)	\$192	\$2,181	\$1,000	\$0
Other Expenditures	26,334	53,000	26,300	26,300
SALES COST TOTAL	\$26,526	\$55,181	\$27,300	\$26,300
MT. PLEASANT CENTER				
Compensation (N/A FTE)	\$1,916	\$1,360	\$7,000	\$7,000
Supplies	256	195	1,000	1,000
Professional Services	18,952	33,836	11,700	6,700
Other Expenditures	409	1,234	0	0
MT. PLEASANT CENTER TOTAL	\$21,533	\$36,625	\$19,700	\$14,700
<u>OTHER USES/ADJUSTMENTS</u>				
Cost of Land Sold	(\$26,294)	(\$52,588)	(\$26,300)	(\$26,300)
Land Improvements	891,357	0	3,845,440	0
LAND DEVELOPMENT FUND TOTAL WORKING CAPITAL USES	\$913,122	\$39,218	\$3,866,140	\$14,700

STATEMENT OF WORKING CAPITAL				
	ESTIMATED 01/01/17 BEGINNING <u>BALANCE</u>	2017 PROPOSED <u>SOURCES</u>	2017 PROPOSED <u>USES</u>	12/31/17 ENDING <u>BALANCE</u>
RESTRICTED	\$27,000	\$434,300	\$434,300	\$27,000
ASSIGNED - CORPORATE HANGAR	82,519	0	0	82,519
UNASSIGNED	39,557	309,790	340,980	8,367
TOTAL	\$149,076	\$744,090	\$775,280	\$117,886

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
REVENUES				
Federal Grants	\$28,377	\$0	\$434,700	\$373,500
State Grant	747	587	24,100	20,800
Fuel Sales	233,422	188,499	183,600	183,600
Rents	39,634	27,393	23,160	23,160
Other Revenue	11,170	7,823	4,800	3,800
Land Leases	6,824	7,644	8,030	8,030
2% Tribal Allocation	124,535	57,000	63,750	40,000
Contrib - General Fund	41,600	41,600	41,600	81,600
Land Lease - Pohlcatt	9,755	9,662	9,600	9,600
AIRPORT FUND TOTAL SOURCES	\$496,064	\$340,208	\$793,340	\$744,090

AIRPORT FUND**WORKING CAPITAL USES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>EXPENSES</u>				
AIRPORT OPERATIONS				
Compensation (1.00 FTE plus Temporaries)	\$82,521	\$91,198	\$76,690	\$114,240
Supplies	14,786	4,245	12,000	12,000
Professional Services	28,215	36,599	29,600	27,600
Utilities	33,244	26,031	24,700	25,700
Training	691	165	1,000	1,000
Depreciation	95,946	89,874	89,880	89,880
Other Expenditures	29,715	39,624	46,210	42,440
AIRPORT OPERATIONS TOTAL	\$285,118	\$287,736	\$280,080	\$312,860
AIRPORT FUEL SALES				
Supplies	\$173,424	\$108,608	\$100,480	\$100,480
Depreciation	6,109	6,109	6,110	6,110
Other Expenditures	22,677	16,782	22,830	23,850
AIRPORT FUEL SALES TOTAL	\$202,210	\$131,499	\$129,420	\$130,440
CORPORATE HANGAR				
Compensation (N/A FTE)	\$4,743	\$1,514	\$0	\$0
Supplies	0	42	500	500
Professional Services	95	0	1,000	1,000
Utilities	5,204	5,447	6,500	6,500
Other Expenditures	427	298	340	490
CORPORATE HANGAR TOTAL	\$10,469	\$7,301	\$8,340	\$8,490
TOTAL EXPENSES	\$497,797	\$426,536	\$417,840	\$451,790
<u>OTHER USES/ADJUSTMENTS</u>				
Capital Improvements	\$48,254	\$66,525	\$487,830	\$419,480
Depreciation - Non-working Capital	(102,055)	(95,983)	(95,990)	(95,990)
OTHER USES/ADJUSTMENTS TOTAL	(\$53,801)	(\$29,458)	\$391,840	\$323,490
AIRPORT FUND TOTAL WORKING CAPITAL USES	\$443,996	\$397,078	\$809,680	\$775,280

2017 PROPOSED BUDGET

SEWER FUND

STATEMENT OF WORKING CAPITAL				
	ESTIMATED 01/01/17 BEGINNING BALANCE	2017 PROPOSED SOURCES	2017 PROPOSED USES	12/31/17 ENDING BALANCE
ASSIGNED - COLLECTION	\$153,747	\$245,000	\$230,000	\$168,747
RESTRICTED - PLANT REPLACEMENT	708,963	90,000	307,000	491,963
UNASSIGNED	1,258,809	2,228,180	2,314,540	1,172,449
TOTAL	\$2,121,519	\$2,563,180	\$2,851,540	\$1,833,159

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
REVENUES				
State Grant	\$269,566	\$380,631	\$155,000	\$28,570
Charges For Services	6,855	11,735	1,000	1,000
Sewer Capacity Fee	39,591	143,088	30,000	30,000
Utility Demand	597,990	604,326	750,000	801,610
Utility Consumption	1,477,318	1,503,532	1,500,000	1,530,000
Septage Processing Fee	157,501	166,392	140,000	140,000
Penalties	17,424	18,207	15,000	15,000
Miscellaneous Revenue	30,224	46,929	5,000	5,000
Interest - Investments	15,026	13,965	12,000	12,000
2% Tribal Allocation	0	80,000	0	0

SEWER FUND TOTAL SOURCES	\$2,611,495	\$2,968,805	\$2,608,000	\$2,563,180
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SEWER FUND WORKING CAPITAL SOURCES DISTRIBUTION:

Restricted - Plant Replacement	\$90,000	\$93,726	\$90,000	\$90,000
Assigned - Collection	228,552	225,797	240,000	245,000
Unassigned	2,292,944	2,649,282	2,278,000	2,228,180

SEWER FUND TOTAL WORKING CAPITAL SOURCES DISTRIBUTION	\$2,611,496	\$2,968,805	\$2,608,000	\$2,563,180
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SEWER FUND**WORKING CAPITAL USES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>EXPENSES</u>				
DEBT SERVICE INTEREST	\$49,834	\$41,634	\$34,000	\$25,000
PLANT & LIFT OPERATION				
Compensation (7.00 FTE plus Temporaries)	\$654,650	\$640,274	\$676,780	\$684,290
Supplies	221,140	231,914	237,160	237,660
Professional Services	136,571	111,213	130,000	130,000
Utilities	217,733	215,919	218,000	218,000
Training	14,561	12,114	16,000	16,000
Depreciation	277,259	227,479	227,480	227,480
Other Expenditures	135,930	133,558	155,000	270,410
PLANT & LIFT OPERATION TOTAL	\$1,657,844	\$1,572,471	\$1,660,420	\$1,783,840
SEWER MAINTENANCE				
Compensation (*FTE)	\$48,360	\$39,904	\$62,560	\$62,560
Supplies	8,316	6,097	15,000	15,000
Professional Services	3,009	21,577	30,250	30,750
Utilities	751	860	1,000	1,000
Depreciation	563,509	586,483	586,480	586,480
Other Expenditures	18,085	15,377	36,000	35,650
SEWER MAINTENANCE TOTAL	\$642,030	\$670,298	\$731,290	\$731,440
SEWER FUND TOTAL EXPENSES	\$2,349,708	\$2,284,403	\$2,425,710	\$2,540,280
<u>OTHER USES/ADJUSTMENTS</u>				
Depreciation-Non-Working Capital	(\$840,768)	(\$813,962)	(\$813,960)	(\$813,960)
Capital Improvements	1,317,510	849,338	553,030	667,220
Principal Payments	413,010	418,010	433,000	443,000
Increase in Current Principal	5,000	15,000	10,000	15,000
SEWER FUND TOTAL WORKING CAPITAL USES	\$3,244,460	\$2,752,789	\$2,607,780	\$2,851,540
SEWER FUND WORKING CAPITAL USES DISTRIBUTION:				
Restricted - Plant Replacement	\$715,273	\$157,448	\$78,000	\$307,000
Assigned - Collection	218,219	189,347	217,880	230,000
Unassigned	2,310,968	2,405,994	2,311,900	2,314,540
SEWER FUND TOTAL WORKING CAPITAL USES DISTRIBUTION	\$3,244,460	\$2,752,789	\$2,607,780	\$2,851,540

*Allocated from 11 Person DPW Crew

STATEMENT OF WORKING CAPITAL				
	ESTIMATED 01/01/17 BEGINNING BALANCE	2017 PROPOSED SOURCES	2017 PROPOSED USES	12/31/17 ENDING BALANCE
RESTRICTED - DEBT	\$596,700	\$0	\$0	\$596,700
ASSIGNED - PLANT REPLACEMENT	790,901	100,000	247,000	643,901
ASSIGNED - LAGOONS	282,765	50,000	0	332,765
ASSIGNED - DISTRIBUTION	100,013	190,000	159,250	130,763
UNASSIGNED	389,080	2,670,990	2,527,750	532,320
TOTAL	\$2,159,459	\$3,010,990	\$2,934,000	\$2,236,449

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
REVENUES				
Charges for Hookups	\$29,461	\$55,918	\$30,000	\$30,000
Charges for Services	90,305	110,493	94,500	83,500
Bacteria Samples	21,319	27,555	21,000	21,000
Demand Charges	791,605	801,736	925,080	1,066,090
Consumption Charges	1,629,317	1,679,790	1,700,000	1,730,000
Penalties	18,285	19,990	21,000	21,000
Miscellaneous	48,249	56,263	28,400	28,400
Investments	14,981	14,093	12,000	12,000
2% Tribal Allocation	15,000	0	0	0
Hydrant Fees	20,720	21,915	19,000	19,000
WATER FUND TOTAL SOURCES	\$2,679,242	\$2,787,753	\$2,850,980	\$3,010,990
WATER FUND REVENUE DISTRIBUTION:				
Assigned - Distribution	\$185,698	\$171,405	\$187,000	\$190,000
Assigned - Lagoon Maintenance	50,000	50,000	50,000	50,000
Assigned - Plant Replacement	100,000	100,000	100,000	100,000
Unassigned	2,343,544	2,466,348	2,513,980	2,670,990
WATER FUND TOTAL REVENUE DISTRIBUTION	\$2,679,242	\$2,787,753	\$2,850,980	\$3,010,990

WATER FUND**WORKING CAPITAL USES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>EXPENSES</u>				
DEBT SERVICE INTEREST	\$207,223	\$194,048	\$183,600	\$165,600
PLANT OPERATION				
Compensation (5.35 FTE plus Temporaries)	\$523,514	\$548,795	\$487,800	\$550,700
Supplies	310,239	297,384	297,860	304,380
Professional Services	129,228	119,181	113,970	111,980
Utilities	234,713	207,920	206,900	210,800
Training	4,554	5,717	5,750	6,130
Depreciation	315,059	318,347	315,000	318,350
Other Expenditures	77,076	85,725	102,520	145,830
PLANT OPERATION TOTAL	\$1,594,383	\$1,583,069	\$1,529,800	\$1,648,170
DISTRIBUTION				
Compensation (3.65 FTE plus Temporaries)	\$347,078	\$384,182	\$431,980	\$397,280
Supplies	72,775	78,103	53,230	52,980
Professional Services	23,838	27,417	16,560	16,730
Utilities	5,530	6,830	2,900	2,070
Training	3,117	3,380	4,900	4,950
Depreciation	385,918	394,099	413,040	394,100
Other Expenditures	119,431	123,434	120,620	176,920
DISTRIBUTION TOTAL	\$957,687	\$1,017,445	\$1,043,230	\$1,045,030
WATER EXPENSES TOTAL	\$2,759,293	\$2,794,562	\$2,756,630	\$2,858,800
<u>OTHER USES/ADJUSTMENTS</u>				
Depreciation-Non-Working Capital	(\$700,977)	(\$712,446)	(\$728,040)	(\$712,450)
Capital Improvements	361,438	337,401	1,188,240	406,250
Principal Payments	316,417	326,417	341,400	361,400
Increase in Current Principal	10,000	15,000	20,000	20,000
WATER FUND OTHER USES/ADJ TOTAL	\$2,746,171	\$2,760,934	\$3,578,230	\$2,934,000
WATER FUND WORKING CAPITAL USES DISTRIBUTION:				
Assigned - Distribution	\$203,682	\$142,883	\$567,040	\$159,250
Assigned - Lagoon Maintenance	47,519	52,650	0	0
Assigned - Plant Replacement	128,289	63,171	55,000	247,000
Unassigned	2,366,681	2,502,230	2,956,190	2,527,750
WATER FUND TOTAL WORKING CAPITAL USES	\$2,746,171	\$2,760,934	\$3,578,230	\$2,934,000

STATEMENT OF WORKING CAPITAL				
	ESTIMATED 01/01/17 BEGINNING BALANCE	2017 PROPOSED SOURCES	2017 PROPOSED USES	12/31/17 ENDING BALANCE
RESTRICTED - MRF REPLACEMENT	\$297,346	\$0	\$0	\$297,346
ASSIGNED - CITYWIDE BRUSH PICK UP	38,000	0	0	38,000
UNASSIGNED	857,211	401,590	549,250	709,551
TOTAL	\$1,192,557	\$401,590	\$549,250	\$1,044,897

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
REVENUES				
Real Property Taxes	\$107,509	\$108,468	\$110,040	\$0
Personal Property Taxes	8,683	10,363	9,570	0
Refuse Bag/Tag Sales	271,953	265,179	270,650	270,650
Recycling Bin Sales	1,326	1,428	1,530	1,530
Recycling User Fee	79,446	80,992	86,000	88,150
Recycling Charges	715	1,425	2,700	2,700
Penalties	1,018	1,027	1,000	1,000
Interest - Investments	6,440	6,534	6,700	6,700
Contrib - Other Funds	24,280	23,040	28,220	27,070
Brush Chipping	4,008	4,986	3,790	3,790
SOLID WASTE FUND SOURCES TOTAL	\$505,378	\$503,442	\$520,200	\$401,590

SOLID WASTE FUND**WORKING CAPITAL USES**

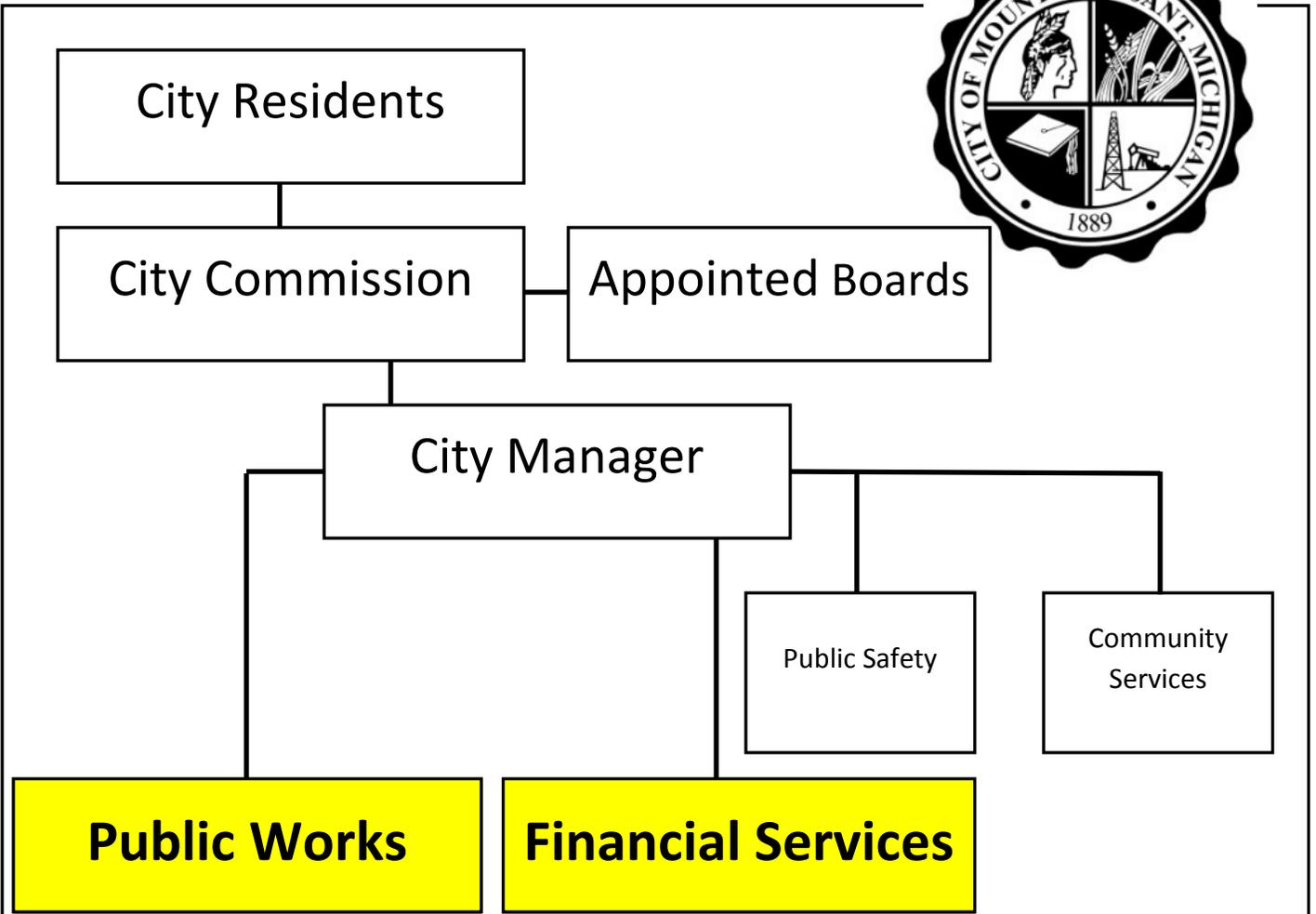
	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>EXPENSES</u>				
RESIDENTIAL/COMMERCIAL SOLID WASTE PICKUP				
Compensation (*FTE)	\$29,166	\$31,657	\$37,040	\$37,040
Supplies	6,084	13,164	13,010	13,010
Professional Services	221,817	192,105	193,000	195,830
Other Expenditures	14,139	13,031	14,040	16,850
RESIDENTIAL/COMMERCIAL SOLID WASTE PICKUP TOTAL	\$271,206	\$249,957	\$257,090	\$262,730
LEAF PICKUP				
Compensation (*FTE)	\$22,103	\$21,581	\$27,370	\$27,410
Supplies	1,877	1,805	3,100	3,100
Professional Services	18,755	16,177	54,000	34,000
Other Expenditures	27,681	24,053	29,570	25,690
LEAF PICKUP TOTAL	\$70,416	\$63,616	\$114,040	\$90,200
RECYCLING				
<u>CHRISTMAS TREE DISPOSAL</u>				
Compensation (*FTE)	\$3,311	\$2,611	\$4,300	\$3,790
Other Expenditures	2,520	1,939	3,120	2,590
CHRISTMAS TREE DISPOSAL TOTAL	\$5,831	\$4,550	\$7,420	\$6,380
<u>BRUSH CHIPPING</u>				
Compensation (*FTE)	\$5,648	\$6,785	\$6,860	\$6,880
Other Expenditures	2,719	4,923	2,790	4,070
BRUSH CHIPPING TOTAL	\$8,367	\$11,708	\$9,650	\$10,950
<u>MATERIAL RECYCLING FACILITY</u>				
Compensation	\$8,017	\$9,556	\$9,850	\$9,870
Professional Services	(12,621)	22,647	37,000	37,000
Other Expenditures	3,694	1,551	610	2,890
MATERIAL RECYCLING FACILITY TOTAL	(\$910)	\$33,754	\$47,460	\$49,760

SOLID WASTE FUND**WORKING CAPITAL USES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>CURBSIDE RECYCLING</u>				
Professional Services	51,358	57,574	73,620	75,460
Supplies	10,107	9,911	7,000	10,000
Other Expenditures	28,895	29,211	37,010	43,770
CURBSIDE RECYCLING TOTAL	\$90,360	\$96,696	\$117,630	\$129,230
RECYCLING TOTAL	\$103,648	\$146,708	\$182,160	\$196,320
SOLID WASTE FUND TOTAL WORKING CAPITAL USES	\$445,270	\$460,281	\$553,290	\$549,250

*Allocated from 11 Person DPW Crew

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2017
BUDGET

Motor Pool \$939,020

2017
BUDGET

Self Insurance \$2,466,600

Internal Service Funds

Internal Service Funds are used to account for the financing of special activities or services performed by a designated unit within the City for other units of the City. These funds are supported entirely by the sale of goods or services to other funds.

Motor Pool

Public Works Building

- Expenditures for Public Works facility on Franklin Street; including grounds and storage yard
 - 2017 Expenditures
 - 2016 Includes \$39,310 for roof repair and front door awning. No capital improvements are planned for 2017

Motor Pool Operations

- Purchase, maintenance, and care of all City vehicles except police and fire
- Vehicles and equipment initially purchased by the department turned over to motor pool and rented back to the department
- Rental fees charged based on usage which cover future replacement and all operating costs except for fuel
- Replacement vehicles are purchased from this fund at the end of their useful life
 - Anticipated rental rates decreased due to the buyback program for fleet trucks
 - Proposed equipment replacement purchases for 2017
 - Nine (9) Trucks under Ford buyback program \$272,000
 - Tractor replacement 118,000
 - Backhoe replacement 101,000
 - Mower replacement 50,000

Self Insurance Fund

- Claims paid for employee health and wellness and general liability claims and expenses
- Individual departments are charged monthly premiums
 - Increase in revenue due to 10% increase in premiums - an annual rate analysis was performed and indicated average negative claims experience over the last three years
- Employee contracts include premium co-shares, deductibles, and co-pays
- City also offers an optional consumer driven health care plan which has higher deductibles and health reimbursement accounts funded

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STATEMENT OF WORKING CAPITAL				
	ESTIMATED 01/01/17 BEGINNING BALANCE	2017 PROPOSED REVENUES	2017 PROPOSED EXPENDITURES	12/31/17 ENDING BALANCE
UNASSIGNED	\$738,125	\$859,900	\$939,020	\$659,005

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
REVENUES				
Charges For Equipment Repair	\$2,666	\$422	\$1,500	\$1,500
Gas & Oil Sales	84,773	54,156	45,000	45,000
Miscellaneous Revenue	21,667	33,712	2,400	2,400
Rents	524,480	481,345	494,750	493,000
Building Rent	53,250	53,250	53,250	56,000
Sale Of Fixed Assets	18,200	67,997	151,300	262,000
MOTOR POOL REVENUE TOTAL	\$705,036	\$690,882	\$748,200	\$859,900

MOTOR POOL FUND**WORKING CAPITAL USES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>EXPENSES</u>				
PUBLIC WORKS BUILDING				
Compensation (*FTE)	\$16,796	\$12,511	\$24,420	\$21,020
Supplies	7,061	9,078	8,550	8,250
Professional Services	11,440	10,125	23,450	16,420
Utilities	32,730	26,831	28,050	30,300
Depreciation	33,212	32,562	32,570	32,570
Other Expenditures	14,797	34,724	58,680	16,090
PUBLIC WORKS BUILDING TOTAL	\$116,036	\$125,831	\$175,720	\$124,650
MOTOR POOL OPERATIONS				
Compensation (*FTE)	\$78,311	\$77,322	\$103,080	\$98,000
Supplies	170,926	131,073	123,680	123,680
Professional Services	25,792	31,465	43,810	36,810
Utilities	84	82	100	0
Depreciation	201,328	251,284	251,290	251,290
Other Expenditures	49,800	46,487	56,580	47,450
MOTOR POOL OPERATIONS TOTAL	\$526,241	\$537,713	\$578,540	\$557,230
TOTAL EXPENSES	\$642,277	\$663,544	\$754,260	\$681,880
<u>OTHER USES/ADJUSTMENTS</u>				
Depreciation-Non-Working Capital	(\$234,540)	(\$283,846)	(\$283,860)	(\$283,860)
Capital Improvements	345,727	76,897	502,900	541,000
OTHER USES/ADJUSTMENTS TOTAL	\$111,187	(\$206,949)	\$219,040	\$257,140
MOTOR POOL FUND WORKING CAPITAL USES TOTAL	\$753,464	\$456,595	\$973,300	\$939,020

*Allocated from 11 Person DPW Crew

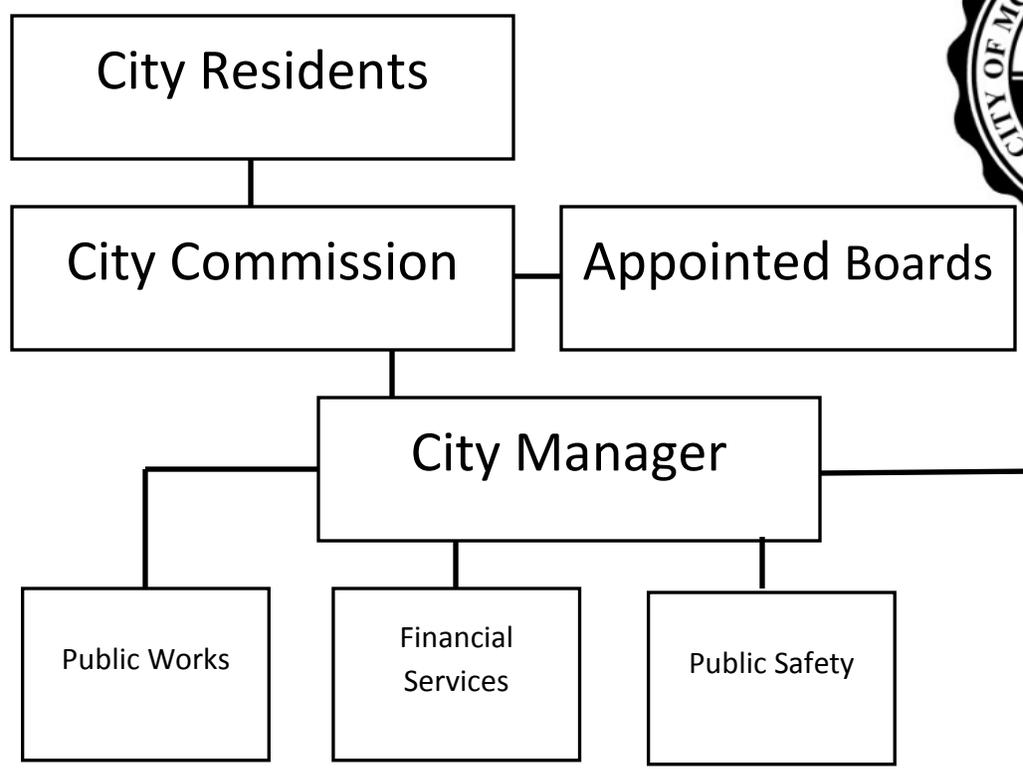
2017 PROPOSED BUDGET

SELF INSURANCE FUND

STATEMENT OF WORKING CAPITAL				
	ESTIMATED 01/01/17 BEGINNING BALANCE	2017 PROPOSED REVENUES	2017 PROPOSED EXPENDITURES	12/31/17 ENDING BALANCE
UNASSIGNED	\$1,239,693	\$2,372,100	\$2,466,600	\$1,145,193

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
REVENUES				
Health Insurance Charges	\$343,810	\$322,612	\$340,000	\$365,000
General Liability Charges	80,000	50,000	50,000	50,000
Health Insurance - Other Funds	1,704,444	1,683,828	1,750,000	1,930,000
Interest - Checking/Investments	15,782	12,953	15,100	15,100
Interest - MMRMA	12,444	14,160	12,000	12,000
Reimbursements	16,080	253,120	0	0
Other	7,373	189	0	0
SELF INSURANCE FUND TOTAL REVENUES	\$2,179,933	\$2,336,862	\$2,167,100	\$2,372,100
EXPENSES				
HEALTH INSURANCE				
Compensation	\$2,849	\$2,882	\$0	\$0
Supplies	3,873	4,864	5,000	5,000
Professional Services	0	683	0	0
Other Expenditures	2,286,034	3,285,772	2,711,600	2,461,600
HEALTH INSURANCE TOTAL	\$2,292,756	\$3,294,201	\$2,716,600	\$2,466,600
GENERAL LIABILITY				
Claims Paid	(\$279)	(\$790)	\$0	\$0
SELF INSURANCE FUND TOTAL EXPENDITURES	\$2,292,477	\$3,293,411	\$2,716,600	\$2,466,600

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Community Services

	<u>2017</u> <u>BUDGET</u>
Mission Street DDA	\$261,250
TIFA*	184,460
LDFA	124,690
Brownfield	211,190
Economic Development Corp	6,500
Total	\$788,090

*Includes 1 FTE

COMPONENT UNIT FUNDS

Component Units Funds

Component Units Funds are legally separate from the City but the boards are appointed by the City Commission and must have budget approval by the City Commission. The City is contingently liable for outstanding debt as well as any Federal Grants received by these units. All of these funds' budgets are recommended by the appropriate Board to the City Commission for final approval.

Mission Street DDA Fund

- Financing and operations of the Downtown Development Authority established for Mission Street and Pickard Street improvements
- Funds used to maintain, improve and incent growth in the district
- Capture rate remains at 28%
- Capture plan expires in 2017, development plan expires in 2025. Board to propose amendments in 2017
 - 2017 Proposed Budget
 - Revenue Budget estimated on an assumption of reduction of personal property taxation on parcels with less than \$40,000 taxable value; reimbursement for estimated loss in revenue from the State is expected to be \$9,500
 - \$40,000 allocated for pedestrian and traffic safety
 - \$60,000 allocated for reinvestment support for property owners upgrading their building or site
 - \$90,000 allocated for Mission Street corridor improvement study
 - Funds are budgeted to rebate the County for the debt portion of the Medical Care Facility millage that is captured

Tax Increment Finance Authority Fund

- Financing and operations of the two (2) tax increment districts within the City
- Funds used to maintain, improve, and incent growth in the district
- The capture rate for TIFA districts are:
 - Central Business District remains at 88%
 - Industrial Park North remains at 0%
- 2017 Proposed Budget
 - Revenue Budget estimated on an assumption of reduction of personal property taxation on parcels with less than \$40,000 taxable value; reimbursement for estimated loss in revenue from the State is expected to be \$21,000
 - Façade loans not awarded in 2016 will be available in 2017
 - Funds are budgeted to rebate the County for the debt portion of the Medical Care Facility millage that is captured
 - Per the joint meeting of the TIFA and DDB, the following capital projects are proposed
 - \$1,000 banner pole hookups (instead of new purchases originally planned)
 - \$30,000 Downtown amenities replacement
 - \$35,000 parking lot maintenance

Local Development Finance Authority Fund

- Financing and operations of the Local Development Finance District
- Capture rate reduced to 50% for all non-school entities and remains at 50% for school capture
 - 2017 Proposed Budget
 - Revenue Budget estimated on an assumption of elimination of personal property taxation on parcels with less than \$40,000 taxable value reimbursement for estimated loss in revenue from the State is expected to be \$900
 - There is also an anticipated loss in property taxation due to the elimination of eligible manufacturing personal property. The State Department of Treasury has not made a final decision on how tax capture will be calculated in 2016 for this loss therefore capture has been kept at the same budget as 2015 pending this guidance
 - Funding for support to the Central Michigan University Research Corporation (CMU-RC) for entrepreneurial support and marketing and maintenance oversight of the vacant lands \$86,500
 - Funding for MMDC marketing of the vacant lands \$33,500

Brownfield Redevelopment Authority

- Financing and operations of the Brownfield Redevelopment Plans have been approved by the Authority and the City Commission
 - 2017 Proposed Budget
 - Captured funds are allocated to the Developer for reimbursement, the remediation fund and eligible expenses as outlined in the previously approved Brownfield plans
 - Budget will be amended as actual completion of projects is evaluated as of the end of the year and new capture amounts are determined

Economic Development Corporation

- Established to hold title to land purchased in the City for economic development
- Project plan requires all proceeds from the sale be returned to the City
- Includes land contract payments on Main Street Property and transfer of proceeds back to General Fund

2017 PROPOSED BUDGET

MISSION STREET DDA FUND

STATEMENT OF WORKING CAPITAL				
	ESTIMATED 01/01/17 BEGINNING <u>BALANCE</u>	2017 PROPOSED <u>SOURCES</u>	2017 PROPOSED <u>USES</u>	12/31/17 ENDING <u>BALANCE</u>
ASSIGNED - CAPITAL PROJECTS	\$250,000	\$240,000	\$190,000	\$300,000
UNASSIGNED	63,124	33,000	71,250	24,874
TOTAL	<u>\$313,124</u>	<u>\$273,000</u>	<u>\$261,250</u>	<u>\$324,874</u>

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>REVENUES</u>				
Tax Capture	\$263,638	\$275,550	\$270,040	\$270,500
Interest - Investments	3,564	2,444	2,500	2,500
Miscellaneous	2,922	0	0	0
Contrib - Other Funds	104,472	0	0	0
MISSION STREET DDA FUND TOTAL REVENUE	<u>\$374,596</u>	<u>\$277,994</u>	<u>\$272,540</u>	<u>\$273,000</u>

MISSION STREET DDA FUND**WORKING CAPITAL USES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>DDA OPERATIONS</u>				
Supplies	\$114	\$474	\$1,500	\$1,500
Professional Services	23,599	21,161	24,500	24,500
Utilities	2,443	2,393	4,500	9,500
Depreciation	4,989	7,782	7,780	7,780
Program Incentives	126,068	36,644	30,000	60,000
DDA OPERATIONS TOTAL	\$157,213	\$68,454	\$68,280	\$103,280
<u>DDA ADMINISTRATION</u>				
Other Expenditures	\$36,042	\$35,793	\$35,750	\$35,750
<u>CONSTRUCTION- PEDESTRIAN/TRAFFIC SAFETY</u>				
Compensation	\$19,624	\$332	\$0	\$0
Supplies	100	0	0	0
Professional Services	430,302	56,420	39,000	130,000
Other Expenditures	675	7	0	0
CONSTRUCTION- PEDESTRIAN/TRAFFIC SAFETY TOTAL	\$450,701	\$56,759	\$39,000	\$130,000
MISSION STREET DDA TOTAL EXPENDITURES	\$643,956	\$161,006	\$143,030	\$269,030
<u>OTHER USES/ADJUSTMENTS</u>				
Depreciation - Non-working Capital	(\$4,989)	(\$7,782)	(\$7,780)	(\$7,780)
DDA FUND WORKING CAPITAL TOTAL USES	\$638,967	\$153,224	\$135,250	\$261,250

*Allocated from 11 Person Street Crew

2017 PROPOSED BUDGET

TAX INCREMENT FINANCE AUTHORITY FUND

STATEMENT OF WORKING CAPITAL				
	ESTIMATED 01/01/17 BEGINNING BALANCE	2017 PROPOSED SOURCES	2017 PROPOSED USES	12/31/17 ENDING BALANCE
CBD RESTRICTED - 2% ALLOCATION	\$42,437	\$0	\$0	\$42,437
CBD ASSIGNED - CAPITAL PROJECTS	450,000	135,000	66,000	519,000
CBD UNASSIGNED	60,725	110,310	108,240	62,795
IND PARK NORTH ASSIGNED	100,000	0	10,000	90,000
IND PARK NORTH UNASSIGNED - MAINT.	7,066	690	220	7,536
TOTAL	\$660,228	\$246,000	\$184,460	\$721,768

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>REVENUES</u>				
Tax Capture - CBD	\$231,063	\$240,597	\$237,000	\$237,000
Tax Capture - University Park	110,042	116,155	0	0
Interest - Investments	4,089	3,926	3,000	3,000
Contract Interest	106	1,265	1,240	1,200
Contrib - Other Funds	0	29,974	46,730	0
<u>OTHER SOURCES/ADJUSTMENTS</u>				
Land Contract Payments	\$1,628	\$3,259	\$4,800	\$4,800
TAX INCREMENT AUTHORITY FUND TOTAL REVENUE	\$346,928	\$395,176	\$292,770	\$246,000

TAX INCREMENT FINANCE AUTHORITY FUND**WORKING CAPITAL USES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>CENTRAL BUSINESS DISTRICT</u>				
ADMINISTRATION				
Compensation (1.00 FTE plus Temporary)	\$100,313	\$110,284	\$94,490	\$95,040
Supplies	5,150	5,409	5,400	5,400
Professional Services	10,105	30,221	71,730	0
Depreciation	55,944	56,002	56,000	56,000
Other Expenditures	15,838	2,984	3,000	3,000
ADMINISTRATION TOTAL	\$187,350	\$204,900	\$230,620	\$159,440
CENTRAL BUSINESS DISTRICT TOTAL EXPENDITURES	\$187,350	\$204,900	\$230,620	\$159,440
<u>OTHER USES/ADJUSTMENTS</u>				
Contrib - General Fund	\$3,000	\$1,735	\$3,260	\$4,800
Capital Improvements	23,438	23,945	55,000	66,000
Depreciation - Non-working Capital	(55,944)	(56,002)	(56,000)	(56,000)
OTHER USES/ADJUSTMENTS TOTAL	(\$29,506)	(\$30,322)	\$2,260	\$14,800
CBD TOTAL WORKING CAPITAL USES	\$157,844	\$174,578	\$232,880	\$174,240
<u>INDUSTRIAL PARK-NORTH</u>				
ADMINISTRATION				
Professional Services	\$7,430	\$7,460	\$7,500	\$7,800
MAINTENANCE				
Professional Services	\$1,100	\$2,600	\$2,200	\$2,420
INDUSTRIAL PARK NORTH TOTAL WORKING CAPITAL USES	\$8,530	\$10,060	\$9,700	\$10,220
<u>UNIVERSITY PARK</u>				
ADMINISTRATION				
Depreciation	\$14,860	\$8,705	\$0	\$0
Other Expenditures	81,019	148,006	0	0
ADMINISTRATION TOTAL	\$95,879	\$156,711	\$0	\$0

TAX INCREMENT FINANCE AUTHORITY FUND**WORKING CAPITAL USES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
MAINTENANCE/MARKETING				
Compensation	\$733	\$33,068	\$0	\$0
Other Expenditures	66,455	195,597	0	0
MAINTENANCE TOTAL	\$67,188	\$228,665	\$0	\$0
UNIVERSITY PARK TOTAL EXPENDITURES	\$163,067	\$385,376	\$0	\$0
<u>OTHER USES/ADJUSTMENTS</u>				
Net Book Value of Assets to CMU	\$0	(\$59,816)	\$0	\$0
Depreciation - Non-Working Capital	(14,860)	(8,705)	0	0
OTHER USES/ADJUSTMENTS TOTAL	(\$14,860)	(\$68,521)	\$0	\$0
UNIVERSITY PARK TOTAL WORKING CAPITAL USES	\$148,207	\$316,855	\$0	\$0
TAX INCREMENT FINANCE AUTHORITY TOTAL WORKING CAPITAL USES	\$314,581	\$501,493	\$242,580	\$184,460

2017 PROPOSED BUDGET

LOCAL DEVELOPMENT FINANCE AUTHORITY FUND

STATEMENT OF WORKING CAPITAL				
	ESTIMATED 01/01/17 BEGINNING <u>BALANCE</u>	2017 PROPOSED <u>SOURCES</u>	2017 PROPOSED <u>USES</u>	12/31/17 ENDING <u>BALANCE</u>
ASSIGNED - CAPITAL PROJECTS	\$50,000	\$0	\$0	\$50,000
UNASSIGNED	164,406	121,000	124,690	160,716
TOTAL	\$214,406	\$121,000	\$124,690	\$210,716

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>REVENUES</u>				
Tax Capture	\$161,911	\$175,039	\$120,700	\$120,700
Contrib - TIFA Fund	142,970	143,500	0	0
Miscellaneous	1,187	0	0	0
Interest - Investments	195	353	300	300
LDFA FUND TOTAL REVENUES	\$306,263	\$318,892	\$121,000	\$121,000
<u>EXPENDITURES</u>				
<u>ADMINISTRATION</u>				
Administration	\$8,044	\$8,389	\$3,350	\$3,350
Other Expenditures	1,658	4,502	4,340	1,340
ADMINISTRATION TOTAL	\$9,702	\$12,891	\$7,690	\$4,690
<u>MAINTENANCE/MARKETING</u>				
Professional Services	\$195,458	\$224,778	\$120,000	\$120,000
Contrib - TIFA Fund	0	29,974	0	0
MAINTENANCE/MARKETING TOTAL	\$195,458	\$254,752	\$120,000	\$120,000
LDFA TOTAL EXPENDITURES	\$205,160	\$267,643	\$127,690	\$124,690

2017 PROPOSED BUDGET

BROWNFIELD REDEVELOPMENT AUTHORITY FUND

STATEMENT OF WORKING CAPITAL				
	ESTIMATED 01/01/17 BEGINNING BALANCE	2017 PROPOSED SOURCES	2017 PROPOSED USES	12/31/17 ENDING BALANCE
ASSIGNED - INCENTIVES	\$57,997	\$0	\$57,997	\$0
ASSIGNED - REMEDIATION	2,068	4,207	0	6,275
ASSIGNED - DEVELOPERS	0	153,193	153,193	0
TOTAL	\$60,065	\$157,400	\$211,190	\$6,275

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>REVENUES</u>				
Tax Capture	\$180,490	\$172,985	\$186,900	\$157,400
Interest - Investments	686	859	700	0
BROWNFIELD FUND TOTAL REVENUES	\$181,176	\$173,844	\$187,600	\$157,400
<u>EXPENDITURES</u>				
Administration	\$8,894	\$7,900	\$9,350	\$8,070
Developer Reimbursement Agreement	74,238	66,902	96,650	90,930
Contrib - Borden Debt Fund	67,180	57,300	74,730	112,190
Contrib - Land Development Fund	0	0	127,280	0
BROWNFIELD TOTAL EXPENDITURES	\$150,312	\$132,102	\$308,010	\$211,190

STATEMENT OF WORKING CAPITAL				
	ESTIMATED 01/01/17 BEGINNING BALANCE	2017 PROPOSED SOURCES	2017 PROPOSED USES	12/31/17 ENDING BALANCE
ASSIGNED - PARKING LOT MAINTENANCE	\$12,000	\$1,500	\$0	\$13,500
UNASSIGNED	15,290	6,200	6,500	14,990
TOTAL	\$27,290	\$7,700	\$6,500	\$28,490

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>REVENUES</u>				
Interest - Contracts	\$344	\$1,318	\$1,240	\$1,200
Interest - Investments	1,227	2,274	800	200
Miscellaneous	0	220	0	0
Condo Parking Lot Rent	1,500	1,500	1,500	1,500
TOTAL ECONOMIC DEVELOP CORP REVENUES	\$3,071	\$5,312	\$3,540	\$2,900
<u>OTHER SOURCES/ADJUSTMENTS</u>				
Land Contract Payments	\$12,465	\$7,505	\$3,350	\$4,800
Contrib - General Fund	264,080	9,300	0	0
Change in Current Portion - Land Contract Receivable	(1,266)	(4,148)	1,540	0
OTHER SOURCES TOTAL	\$275,279	\$12,657	\$4,890	\$4,800
TOTAL ECONOMIC DEVELOPMENT WORKING CAPITAL SOURCES	\$278,350	\$17,969	\$8,430	\$7,700

ECONOMIC DEVELOPMENT CORPORATION**WORKING CAPITAL USES**

	2014 ACTUAL	2015 ACTUAL	2016 AMENDED BUDGET	2017 PROPOSED BUDGET
<u>EXPENDITURES</u>				
Professional Services	\$104	\$680	\$1,700	\$1,700
Depreciation Expense	8,700	8,700	8,700	8,700
Economic Incentives	56,500	0	352,120	0
Contrib - CBD/TIFA	2,811	0	46,730	0
EDC EXPENDITURES TOTAL	\$68,115	\$9,380	\$409,250	\$10,400
<u>OTHER USES/ADJUSTMENTS</u>				
Contrib - General Fund	\$3,000	\$1,735	\$3,260	\$4,800
Depreciation	(\$8,700)	(\$8,700)	(\$8,700)	(\$8,700)
OTHER USES/ADJUSTMENTS TOTAL	(\$5,700)	(\$6,965)	(\$5,440)	(\$3,900)
ECONOMIC DEVELOPMENT CORP TOTAL USES	\$62,415	\$2,415	\$403,810	\$6,500

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APPENDICES

- ✓ Summary of Capital Aquisitions by Fund
- ✓ 2008-2017 City Property Tax Revenue
- ✓ History of All Millage Rates Paid by City Property Owners
- ✓ Schedule of Outstanding Debt
- ✓ Schedule of Bond Capacity
- ✓ Sewer Rate Study
- ✓ Water Rate Study
- ✓ Bag/Tag Rate Study
- ✓ Personnel Summary
- ✓ Allocation of Capital Improvement Fund Millage

DESCRIPTION OF APPENDICES

APPENDIX A: SUMMARY OF CAPITAL ACQUISITIONS BY FUND

This summary is to show all of the large capital outlay projected expenditures for the 2016 Proposed Budget sorted and sub-totaled by fund.

APPENDIX B: 2008-2017 CITY PROPERTY TAX REVENUE

This chart shows the history of the City property tax millages by category and the total amount of levy the millages generate.

APPENDIX C: HISTORY OF ALL MILLAGE RATES PAID BY CITY PROPERTY OWNERS

This chart is to show a history of the total millage paid by City property owners over the most recent years.

APPENDIX D: SCHEDULE OF OUTSTANDING DEBT

This summary provides a schedule of all of the outstanding bonds and other debt of the City of Mt. Pleasant. It shows when the debt was issued, the amount outstanding, and when the debt will be paid off.

APPENDIX E: SCHEDULE OF BOND CAPACITY

This summary shows the amount of bond capacity available according to state statutes.

APPENDIX F: SEWER RATE STUDY

This multi-year sewer rate study shows two (2) years of actual sources and uses of funds for the Sewer Fund. In addition, it shows the current year estimated budget and three (3) years out to show the likely impact of the trends in the sources and uses of funds.

APPENDIX G: WATER RATE STUDY

This multi-year water rate study shows two (2) years of actual sources and uses of funds for the Water Fund. In addition, it shows the current year estimated budget and three (3) years out to show the likely impact of the trends in the sources and uses of funds.

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APPENDIX H: BAG/TAG RATE STUDY

This multi-year bag/tag rate study shows two (2) years of actual revenue sources and uses of funds for the Solid Waste Fund. In addition, it shows the current year estimated budget and three (3) years out to show the likely impact of the trends in the sources and uses of funds.

APPENDIX I: PERSONNEL SUMMARY

This summary reflects, by department, the number of staff sorted between full-time and part-time.

APPENDIX J: ALLOCATION OF CAPITAL IMPROVEMENT FUND MILLAGE

This summary shows the allocation of the funds from the Capital Improvement Millage for the last 10 years.

SUMMARY OF CAPITAL ACQUISITIONS BY FUND

**APPENDIX A
2017 BUDGET**

ITEM	ACTIVITY	AMOUNT
<u>GENERAL FUND</u>		
Chippewa River Protection	Park Land Improvements	\$50,000
Garage Door Replacement	Public Safety Building	35,000
Island Park Accessibility	Park Land Improvements	35,000
Island Park Lighting & Field Improvement	Park Land Improvements	35,000
Locker Rooms	Public Safety Building	16,000
Millpond Fishing Deck	Park Land Improvements	50,000
Mission Creek Restroom	Park Land Improvements	319,000
Pedestrian Street Lights	Streetlights	120,000
Purchase of Unmarked Vehicles (2)	Criminal Investigation/Admin	50,000
Server Replacement	Information Technology	73,600
Sidewalk Replacement	Sidewalk Replacement	100,000
Timbertown 2.0	Park Land Improvements	243,800
Walkway (Nelson Park)	Park Land Improvements	28,000
TOTAL GENERAL FUND		<u>\$1,155,400</u>
<u>MAJOR STREET FUND</u>		
RECONSTRUCTION:		\$1,026,220
Denison & Three Leaves	Major Street Construction	
Pickard Street Bridge	Major Street Construction	
U.S. 27 Roundabout - City Share MDOT Project	Major Street Construction	
TOTAL MAJOR STREET FUND		<u>\$1,026,220</u>
<u>LOCAL STREET FUND</u>		
RECONSTRUCTION:		\$94,000
Forest Lane	Local Street Construction	
Overlays of 7 streets	Local Street Maintenance	181,000
TOTAL LOCAL STREET FUND		<u>\$275,000</u>
<u>AIRPORT FUND</u>		
Tree Abatement	Operations/Grant	<u>\$415,000</u>

SUMMARY OF CAPITAL ACQUISITIONS BY FUND

**APPENDIX A
2017 BUDGET**

ITEM	ACTIVITY	AMOUNT
<u>SEWER FUND</u>		
Line Reconstruction	Collection Reserve	\$61,000
Pickard Lift Station Electrical	Plant Replacement Reserve	75,000
Replace Ferrous Storage Tanks	Plant Replacement Reserve	200,000
Replace Primary Sludge Pump	Plant Replacement Reserve	32,000
Sanitary Sewer Manhole Rehab	Operations	100,000
SEWER RELINING		
Lansing Street	Collection Reserve	58,000
Location dependent upon SAW Grant televising	Collection Reserve	111,000
TOTAL SEWER FUND		\$637,000
<u>WATER FUND</u>		
Chemical Tank Rehab - Evaluation	Plant Replacement Reserve	\$5,000
Clarifier Painting	Plant Replacement Reserve	150,000
Deerfield Well Generator Building	Plant Replacement Reserve	8,000
Elevated Tank Design	Distribution Reserve	12,000
HSP Rehab	Plant Replacement Reserve	19,000
Ranney Well Rehab	Distribution Reserve	110,000
Reservoir By-Pass Design	Distribution Reserve	20,000
Roof Replacement - HSP Station	Plant Replacement Reserve	65,000
WATER MAIN REPLACEMENT		
Forest Lane	Distribution Reserve	15,000
TOTAL WATER FUND		\$404,000
<u>MOTOR POOL FUND</u>		
Backhoe/Tractor/Trackless	Motor Pool Reserve	\$269,000
Pickups (9)	Motor Pool Reserve	272,000
TOTAL MOTOR POOL		\$541,000
<u>TIFA/DDA FUND</u>		
Banner Poles	CBD Administration	1,000
Downtown Improvement Program - Replacements	CBD Administration	30,000
Parking Lot Improvements	CBD Administration	35,000
TOTAL TIFA/DDA FUND		\$66,000
TOTAL CAPITAL		\$4,519,620

2008-2017 CITY PROPERTY TAX REVENUE**APPENDIX B
2017 BUDGET**

	<u>2008</u> <u>Actual</u>	<u>2009</u> <u>Actual</u>	<u>2010</u> <u>Actual</u>	<u>2011</u> <u>Actual</u>	<u>2012</u> <u>Actual</u>
TAXABLE VALUE (in 000's):	\$427,701	\$432,806	\$424,548	\$426,784	\$428,793
NON-VOTED MILLAGES					
Operating	12.0280	12.0030	12.1250	12.1850	12.1950
Recycling & Composting	0.4850	0.4850	0.4850	0.2850	0.2850
Capital Improvements	1.8500	1.8500	1.4000	1.5000	1.5000
Borden Debt	0.5000	0.5000	0.5000	0.5000	0.5000
TOTAL NON-VOTED MILLAGES	14.8630	14.8380	14.5100	14.4700	14.4800
NON-VOTED LEVY LESS TIF CAPTURE	\$5,825,255	\$5,985,215	\$5,735,543	\$5,765,252	\$5,794,559
VOTED MILLAGES					
Police & Fire Pension/Police Health	1.0870	0.9120	1.2400	1.2800	1.2700
VOTED LEVY, LESS TIF CAPTURE	\$425,864	\$367,029	\$488,926	\$508,742	\$506,657
TOTAL MILLAGE	15.9500	15.7500	15.7500	15.7500	15.7500
TOTAL LEVY	\$6,251,119	\$6,352,244	\$6,224,469	\$6,273,994	\$6,301,216

2008-2017 CITY PROPERTY TAX REVENUE**APPENDIX B
2017 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 * Estimated</u>	<u>2017 * Proposed</u>
TAXABLE VALUE (in 000's):	\$434,797	\$441,759	\$450,539	\$450,579	\$455,603
NON-VOTED MILLAGES					
Operating	11.9650	11.4500	11.5650	11.7050	11.8700
Recycling & Composting	0.2850	0.2850	0.2850	0.2850	0.0000
Capital Improvements	1.5000	2.0000	2.0000	2.0000	2.0000
Borden Debt	0.5000	0.5000	0.5000	0.5000	0.5000
TOTAL NON-VOTED MILLAGES	14.2500	14.2350	14.3500	14.4900	14.3700
NON-VOTED LEVY LESS TIF CAPTURE					
	\$5,773,580	\$5,800,488	\$5,936,307	\$6,018,380	\$6,131,810
VOTED MILLAGES					
Police & Fire Pension/Police Health	1.5000	2.0150	1.9000	1.7600	1.8800
VOTED LEVY, LESS TIF CAPTURE	\$606,113	\$820,042	\$779,787	\$800,940	\$800,190
TOTAL MILLAGE	15.7500	16.2500	16.2500	16.2500	16.2500
TOTAL LEVY	\$6,379,693	\$6,620,530	\$6,716,094	\$6,819,320	\$6,932,000

*Subject to December Board of Review changes & MTT Decisions

2017 estimated Personal Property taxable value less small tax payer exemption \$3.3 million, eligible manufacturing exemption \$5.8 million

HISTORY OF ALL MILLAGE RATES PAID BY CITY PROPERTY OWNERS**APPENDIX C
2017 BUDGET****PRINCIPAL RESIDENCE PROPERTIES**

	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
City of Mt. Pleasant	15.7500	15.9500	15.7500	15.7500	15.7500	15.7500
Mt. Pleasant Public Schools Oper	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Mt. Pleasant Public Schools Debt	5.4800	5.4800	5.4800	5.4800	5.4800	5.4800
Gratiot-Isabella RESD Schools Oper	0.2640	0.2640	0.2640	0.2640	0.2640	0.2640
Gratiot-Isabella RESD Sch Special Ed	4.0345	4.0345	4.0345	4.0345	4.0345	4.0345
Gratiot-Isabella RESD Voc Ed	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
State Education Levy	6.0000	6.0000	6.0000	6.0000	6.0000	6.0000
Isabella County	6.4700	6.4700	6.4700	6.6100	6.6100	6.6100
Commission on Aging	0.8800	0.8776	0.6500	0.7500	0.7500	0.7500
ICTC	0.9000	0.9000	0.9929	0.8620	0.8620	0.8620
Medical Facility	0.9000	0.9000	0.9000	0.7000	0.7000	0.7000
Isabella County Parks	0.0000	0.0000	0.0000	0.0000	0.0000	0.3500
Chippewa River District Library	1.6859	1.6859	1.7500	1.7500	1.7500	1.7500
Total Millages	42.3644	42.5620	42.2914	42.2005	42.2005	42.5505

NON-PRINCIPAL RESIDENCE PROPERTIES

	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
City of Mt. Pleasant	15.7500	15.9500	15.7500	15.7500	15.7500	15.7500
Mt. Pleasant Public Schools Oper	18.0000	18.0000	18.0000	18.0000	18.0000	18.0000
Mt. Pleasant Public Schools Debt	5.4800	5.4800	5.4800	5.4800	5.4800	5.4800
Gratiot-Isabella RESD Schools Oper	0.2640	0.2640	0.2640	0.2640	0.2640	0.2640
Gratiot-Isabella RESD Sch Special Ed	4.0345	4.0345	4.0345	4.0345	4.0345	4.0345
Gratiot-Isabella RESD Voc Ed	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
State Education Levy	6.0000	6.0000	6.0000	6.0000	6.0000	6.0000
Isabella County	6.4700	6.4700	6.4700	6.6100	6.6100	6.6100
Commission on Aging	0.8800	0.8776	0.6500	0.7500	0.7500	0.7500
ICTC	0.9000	0.9000	0.9929	0.8620	0.8620	0.8620
Medical Facility	0.9000	0.9000	0.9000	0.7000	0.7000	0.7000
Isabella County Parks	0.0000	0.0000	0.0000	0.0000	0.0000	0.3500
Chippewa River District Library	1.6859	1.6859	1.7500	1.7500	1.7500	1.7500
Total Millages	60.3644	60.5620	60.2914	60.2005	60.2005	60.5505

HISTORY OF ALL MILLAGE RATES PAID BY CITY PROPERTY OWNERS**APPENDIX C
2017 BUDGET****PRINCIPAL RESIDENCE PROPERTIES**

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>Change Since 2007</u>	<u>2016 as % of Total</u>
City of Mt. Pleasant	15.7500	16.2500	16.2500	16.2500	0.5000	36.6%
Mt. Pleasant Public Schools Oper	0.0000	0.0000	0.0000	0.0000	0.0000	0.0%
Mt. Pleasant Public Schools Debt	5.4400	5.7000	5.6600	5.6600	0.1800	12.8%
Gratiot-Isabella RESD Schools Oper	0.2640	0.2640	0.2640	0.2640	0.0000	0.6%
Gratiot-Isabella RESD Sch Special Ed	4.0345	4.0345	4.0345	4.0345	0.0000	9.1%
Gratiot-Isabella RESD Voc Ed	0.0000	1.0000	1.0000	1.0000	1.0000	2.3%
State Education Levy	6.0000	6.0000	6.0000	6.0000	0.0000	13.5%
Isabella County	6.6100	6.6100	6.6100	6.6100	0.1400	14.9%
Commission on Aging*	0.7500	0.8776	0.8776	0.8776	(0.0024)	2.0%
ICTC*	0.8620	0.8620	0.8620	0.8620	(0.0380)	1.9%
Medical Facility*	0.7000	0.7000	0.7000	0.7000	(0.2000)	1.6%
Isabella County Parks	0.3500	0.3500	0.3500	0.3500	0.3500	0.8%
Chippewa River District Library	1.7500	1.7500	1.7500	1.7500	0.0641	3.9%
Total Millages	42.5105	44.3981	44.3581	44.3581	1.9937	100.0%

NON-PRINCIPAL RESIDENCE PROPERTIES**

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>Change Since 2007</u>	<u>2016 as % of Total</u>
City of Mt. Pleasant	15.7500	16.2500	16.2500	16.2500	0.5000	26.1%
Mt. Pleasant Public Schools Oper	18.0000	18.0000	18.0000	18.0000	0.0000	28.9%
Mt. Pleasant Public Schools Debt	5.4400	5.7000	5.6600	5.6600	0.1800	9.1%
Gratiot-Isabella RESD Schools Oper	0.2640	0.2640	0.2640	0.2640	0.0000	0.4%
Gratiot-Isabella RESD Sch Special Ed	4.0345	4.0345	4.0345	4.0345	0.0000	6.5%
Gratiot-Isabella RESD Voc Ed	0.0000	1.0000	1.0000	1.0000	1.0000	1.6%
State Education Levy	6.0000	6.0000	6.0000	6.0000	0.0000	9.6%
Isabella County	6.6100	6.6100	6.6100	6.6100	0.1400	10.6%
Commission on Aging*	0.7500	0.8776	0.8776	0.8776	(0.0024)	1.4%
ICTC*	0.8620	0.8620	0.8620	0.8620	(0.0380)	1.4%
Medical Facility*	0.7000	0.7000	0.7000	0.7000	(0.2000)	1.1%
Isabella County Parks	0.3500	0.3500	0.3500	0.3500	0.3500	0.6%
Chippewa River District Library	1.7500	1.7500	1.7500	1.7500	0.0641	2.8%
Total Millages	60.5105	62.3981	62.3581	62.3581	1.9937	100.0%

*To be set September 2016 for the 2016 year

**Commercial Personal Property exempt from 12 school mills & Industrial Personal Property exempt from 24 mills

SCHEDULE OF OUTSTANDING DEBT**APPENDIX D
2017 BUDGET**

Debt	Year of Issue	Type of Bond	Amount	Outstanding Balance 01/01/17	Year of Final Payment
Water Plant	1994	RV	\$2,625,000	\$1,135,000	2024
2007 Water Refunding Bonds	2007	RV	5,195,000	2,600,000	2022
Wastewater Treatment Plant Refunding	2010	RV	3,545,000	1,115,000	2019
Borden Building	2007	GO	3,685,000	<u>1,870,000</u>	2022
TOTAL				<u><u>\$6,720,000</u></u>	

Outstanding Debt By Type 01/01/17	Type of Bond	Amount	% of Total
General Obligation Bonds	GO	\$1,870,000	27.8%
Revenue Bonds	RV	<u>4,850,000</u>	<u>72.2%</u>
TOTAL		<u><u>\$6,720,000</u></u>	<u>100.0%</u>

SCHEDULE OF BOND CAPACITY

**APPENDIX E
2017 BUDGET**

LEGAL DEBT MARGIN FOR GENERAL OBLIGATION BONDS

2017 Projection of SEV	<u><u>\$453,089,000</u></u>
Debt Limit - 10% of SEV	\$45,308,900
General Obligation Bonds (.01% of SEV)	<u>\$1,870,000</u>
General Obligation Bonding Debt Limit Available	<u><u>\$43,438,900</u></u>

LEGAL DEBT MARGIN FOR SPECIAL ASSESSMENT BONDS

2017 Projection of SEV	<u><u>\$453,089,000</u></u>
Debt Limit - 12% of SEV	\$54,370,680
Special Assessment Debt Outstanding (0% of SEV)	<u>\$0</u>
Special Assessment Debt Limit Available	<u><u>\$54,370,680</u></u>

SEWER RATE STUDY

APPENDIX F
2017 BUDGET

	2014 <u>Actual</u>	2015 <u>Actual</u>	2016 <u>Amended Budget</u>	2017 <u>Original Budget</u>	2018 <u>Estimated</u>	2019 <u>Estimated</u>
Working Capital at January 1, Unassigned Working Capital	\$1,072,944	\$1,049,420	\$1,292,709	\$1,258,809	\$1,172,449	\$1,155,129
Assigned Working Capital						
Collection Replacement	\$84,845	\$95,178	\$131,627	\$153,747	\$168,747	\$269,747
Restricted Working Capital						
WWTP Replacement	1,380,460	760,686	696,963	708,963	491,963	341,963
Total Working Capital at January 1,	\$2,538,249	\$1,905,284	\$2,121,299	\$2,121,519	\$1,833,159	\$1,766,839
Working Capital Sources:						
State Grant	\$269,567	\$380,631	\$155,000	\$28,570	\$0	\$0
Demand Charges	597,990	604,326	750,000	801,610	842,690	885,820
Sewer Capacity Fee	39,591	143,088	30,000	30,000	30,000	30,000
Consumption Charges	1,477,318	1,503,532	1,500,000	1,530,000	1,540,840	1,540,840
Charges for Services	6,855	11,735	1,000	1,000	1,000	1,000
Penalties for Late Payments	17,424	18,207	15,000	15,000	15,000	15,000
Other Revenue (including Interest)	45,250	140,893	17,000	17,000	17,000	17,000
Septage Processing Fee	157,501	166,392	140,000	140,000	140,000	140,000
Total Working Capital Sources	2,611,496	2,968,804	2,608,000	2,563,180	2,586,530	2,629,660
Working Capital Uses:						
Expenses						
Interest & Paying Agent Fees	\$49,833	\$41,634	\$34,000	\$25,000	\$20,000	\$7,000
Plant Operations	1,380,585	1,344,991	1,432,940	1,556,360	1,587,490	1,619,240
Depreciation	277,259	227,479	227,480	227,480	227,480	227,480
Line Maintenance	78,521	83,816	144,810	144,960	147,860	150,820
Depreciation	563,509	586,483	586,480	586,480	586,480	586,480
Total Sewer Expenses	\$2,349,707	\$2,284,403	\$2,425,710	\$2,540,280	\$2,569,310	\$2,591,020
Other Uses/Adjustments						
Capital Improvements	\$1,317,512	\$849,338	\$553,030	\$667,220	\$674,500	\$478,500
Depreciation	(840,768)	(813,962)	(813,960)	(813,960)	(813,960)	(813,960)
Principal Payments	410,000	415,000	430,000	440,000	455,000	220,000
Increase (Decrease) in Current Principal	5,000	15,000	10,000	15,000	(235,000)	0
Refinancing Costs	3,010	3,010	3,000	3,000	3,000	3,000
(Decrease) Increase in Restricted & Assigned WC	(609,441)	(27,274)	34,120	(202,000)	(49,000)	31,000
Total Working Capital Uses	\$2,635,020	\$2,725,515	\$2,641,900	\$2,649,540	\$2,603,850	\$2,509,560

SEWER RATE STUDY

APPENDIX F
2017 BUDGET

	2014 <u>Actual</u>	2015 <u>Actual</u>	2016 <u>Amended Budget</u>	2017 <u>Original Budget</u>	2018 <u>Estimated</u>	2019 <u>Estimated</u>
Increase (Decrease) in Unassigned Working Capital	(\$23,524)	\$243,289	(\$33,900)	(\$86,360)	(\$17,320)	\$120,100
Unassigned Working Capital December 31,	\$1,049,420	\$1,292,709	\$1,258,809	\$1,172,449	\$1,155,129	\$1,275,229
Assigned Working Capital						
Collection Replacement	\$95,178	\$131,627	\$153,747	\$168,747	\$269,747	\$370,747
Restricted Working Capital						
WWTP Replacement	760,686	696,963	708,963	491,963	341,963	271,963
Total Working Capital	\$1,905,284	\$2,121,299	\$2,121,520	\$1,833,160	\$1,766,840	\$1,917,940
Consumption Rate Annual Sales Volume (in thousand gallons)	557,441	550,724	595,000	607,000	611,000	611,000
Rate Charged for 1,000 gallons	\$2.52	\$2.52	\$2.52	\$2.52	\$2.52	\$2.52
Demand Rate						
Meter Size	Meters	Rate				
5/8 Inch	4,314	\$5.20	\$6.00	\$6.90	\$7.25	\$7.61
1 Inch	638	12.95	14.94	17.18	18.04	18.94
1.5 Inch	252	25.90	29.88	34.37	36.09	37.89
2. Inch	156	41.40	47.77	54.93	57.68	60.57
3 Inch	30	82.80	95.54	109.87	115.36	121.13
4 Inch	26	129.40	149.31	171.70	180.29	189.30
6 Inch	8	258.75	298.56	343.34	360.51	378.53
10 Inch	0	1,430.00	1,650.00	1,897.50	1,992.38	2,091.99

WATER RATE STUDY

APPENDIX G
2017 BUDGET

	2014 <u>Actual</u>	2015 <u>Actual</u>	2016 <u>Amended Budget</u>	2017 <u>Original Budget</u>	2018 <u>Estimated</u>	2019 <u>Estimated</u>
Working Capital at January 1,						
Unassigned Working Capital	\$890,308	\$867,172	\$831,290	\$389,080	\$532,320	\$745,150
Restricted Working Capital						
2% Tribal Allocation	\$0	\$15,000	\$0	\$0	\$0	\$0
Bonded Debt	596,700	596,700	596,700	596,700	596,700	596,700
Total Restricted Working Capital	\$596,700	\$611,700	\$596,700	\$596,700	\$596,700	\$596,700
Assigned Working Capital						
Distribution Replacement	\$484,516	\$451,531	\$480,053	\$100,013	\$130,763	\$271,763
Lagoon	232,935	235,415	232,765	282,765	332,765	382,765
Plant Replacement	722,360	694,072	745,901	790,901	643,901	538,901
Total Assigned Working Capital	\$1,439,811	\$1,381,018	\$1,458,719	\$1,173,679	\$1,107,429	\$1,193,429
Total Working Capital at Jan 1,	\$2,926,819	\$2,859,890	\$2,886,709	\$2,159,459	\$2,236,449	\$2,535,279
Working Capital Sources:						
Demand Charges	\$791,605	\$801,736	\$925,080	\$1,066,090	\$1,336,370	\$1,674,210
Consumption Charges	1,629,317	1,679,790	1,700,000	1,730,000	1,740,420	1,740,420
Charges for Services	141,085	193,966	145,500	134,500	134,500	134,500
Penalties for Late Payments	18,285	19,990	21,000	21,000	21,000	21,000
Other Revenue (including Interest)	98,950	92,271	59,400	59,400	165,400	224,400
Total Working Capital Sources	\$2,679,242	\$2,787,753	\$2,850,980	\$3,010,990	\$3,397,690	\$3,794,530
Working Capital Uses:						
Expenses						
Interest & Paying Agent Fees	\$193,640	\$180,465	\$170,000	\$152,000	\$131,490	\$112,950
Refinancing Costs/Deferred Interest	13,583	13,583	13,600	13,600	13,600	13,600
Plant Operations	1,279,324	1,264,723	1,214,800	1,329,820	1,356,420	1,383,550
Depreciation	315,059	318,347	315,000	318,350	318,350	318,350
System Operation	571,768	623,345	630,190	650,930	663,950	677,230
Depreciation	385,918	394,099	413,040	394,100	394,100	394,100
Total Water Expenses	\$2,759,292	\$2,794,562	\$2,756,630	\$2,858,800	\$2,877,910	\$2,899,780
Other Uses/Adjustments						
Capital Improvements	\$361,440	\$337,401	\$1,188,240	\$406,250	\$527,000	\$326,000
Depreciation	(700,977)	(712,446)	(728,040)	(712,450)	(712,450)	(712,450)
Refinancing Costs/ Deferred Interest	(13,583)	(13,583)	(13,600)	(13,600)	(13,600)	(13,600)
Principal Payments	330,000	340,000	355,000	375,000	395,000	420,000
(Decrease)/Increase in Current Principal	10,000	15,000	20,000	20,000	25,000	20,000
(Decrease)/Increase in Assigned WC	(43,794)	62,702	(285,040)	(66,250)	86,000	197,000
Total Working Capital Uses	\$2,702,378	\$2,823,636	\$3,293,190	\$2,867,750	\$3,184,860	\$3,136,730

WATER RATE STUDY

**APPENDIX G
2017 BUDGET**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Amended Budget</u>	<u>2017 Original Budget</u>	<u>2018 Estimated</u>	<u>2019 Estimated</u>
Increase (Decrease) in Unassigned Working Capital	(\$23,136)	(\$35,883)	(\$442,210)	\$143,240	\$212,830	\$657,800
Unassigned Working Capital December 31	\$867,172	\$831,289	\$389,080	\$532,320	\$745,150	\$1,402,950
Restricted Working Capital						
2% Tribal Allocation	\$15,000	\$0	\$0	\$0	\$0	\$0
Bonded Debt	596,700	596,700	596,700	596,700	596,700	596,700
Total Restricted Working Capital	\$611,700	\$596,700	\$596,700	\$596,700	\$596,700	\$596,700
Assigned Working Capital						
Distribution Replacement	\$451,531	\$480,053	\$100,013	\$130,763	\$271,763	\$412,763
Lagoon	235,415	232,765	282,765	332,765	382,765	432,765
Plant Replacement	694,071	745,901	790,901	643,901	538,901	544,901
Total Assigned Working Capital	\$1,381,017	\$1,458,719	\$1,173,679	\$1,107,429	\$1,193,429	\$1,390,429
Total Working Capital	\$2,859,889	\$2,886,708	\$2,159,459	\$2,236,449	\$2,535,279	\$3,390,079
Consumption Rate Annual Sales Volume (in thousand gallons)	643,778	646,444	701,000	714,000	718,000	718,000
Rate Charged for 1,000 gallons	\$ 2.42	\$ 2.42	\$ 2.42	\$ 2.42	\$ 2.42	\$ 2.42
Demand Rate Meter Size	# Meters	Rate				
5/8 Inch	4,581	\$6.10	\$7.02	\$8.07	\$10.08	\$12.61
1 Inch	891	15.25	17.54	20.17	25.21	31.51
1.5 Inch	295	30.50	35.08	40.34	50.42	63.03
2. Inch	161	48.80	56.12	64.54	80.67	100.84
3 Inch	31	97.60	112.24	129.08	161.35	201.68
4 Inch	26	152.50	175.38	201.68	252.10	315.13
6 Inch	9	305.00	350.75	403.36	504.20	630.25
10 Inch	0	1,667.50	1,917.63	2,205.27	2,756.59	3,445.73

BAG/TAG RATE STUDY**APPENDIX H
2017 BUDGET**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Amended Budget</u>	<u>2017 Original Budget</u>	<u>2018 Estimated</u>	<u>2019 Estimated</u>
Annual Sales Volume						
Bag	27,000	27,000	27,000	27,000	27,000	27,000
Tag	104,000	104,000	104,000	104,000	104,000	104,000
Rate Charged						
Bag	\$2.05	\$2.05	\$1.80	\$1.80	\$1.80	\$1.80
Tag	2.05	2.05	2.10	2.10	2.10	2.10
Working Capital At Jan 1, Unassigned Working	\$787,030	\$847,138	\$890,301	\$857,211	\$709,551	\$550,911
Restricted Working Capital						
MRF Replacement	297,346	297,346	297,346	297,346	297,346	297,346
Assigned Working Capital						
Storm Clean-up	38,000	38,000	38,000	38,000	38,000	38,000
Total Working Capital at Jan 1,	\$1,122,376	\$1,182,484	\$1,225,647	\$1,192,557	\$1,044,897	\$886,257
Working Capital Sources:						
Bag/Tag Sales	\$271,953	\$265,181	\$270,650	\$270,650	\$270,650	\$270,650
Property Taxes	116,192	118,831	119,610	0	0	0
Charges for Services	7,067	7,839	8,020	8,020	8,020	8,020
Recycling	79,446	80,992	86,000	88,150	88,150	88,150
Other Revenue (including Interest)	30,720	30,601	35,920	34,770	34,770	34,770
Total Working Capital Sources	\$505,378	\$503,444	\$520,200	\$401,590	\$401,590	\$401,590

BAG/TAG RATE STUDY**APPENDIX H
2017 BUDGET**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Amended Budget</u>	<u>2017 Original Budget</u>	<u>2018 Estimated</u>	<u>2019 Estimated</u>
Working Capital Uses:						
Expenses						
Solid Waste Pickup	\$271,206	\$249,957	\$257,090	\$262,730	\$267,980	\$273,340
Curbside Recycling	90,360	113,628	117,630	129,230	131,810	134,450
Recycling Activities	83,704	96,696	178,570	157,290	160,440	163,650
Total Working Capital Uses	\$445,270	\$460,281	\$553,290	\$549,250	\$560,230	\$571,440
Increase (Decrease) in Unassigned Working Capital	\$60,108	\$43,163	(\$33,090)	(\$147,660)	(\$158,640)	(\$169,850)
Unassigned Working Capital at Dec 31,	\$847,138	\$890,301	\$857,211	\$709,551	\$550,911	\$381,061
Restricted Working Capital						
MRF Replacement	\$297,346	\$297,346	\$297,346	\$297,346	\$297,346	\$297,346
Assigned Working Capital						
Storm Clean-Up	38,000	38,000	38,000	38,000	38,000	38,000
Total Working Capital at Dec 31	\$1,182,484	\$1,225,647	\$1,192,557	\$1,044,897	\$886,257	\$716,407

Due to several years of MRF processing fees being sufficient to cover operational costs, the accumulated fund balance in the Solid Waste Fund is sufficient to reallocate Solid Waste millage to the general fund for a few years to fund operations.

Currently the MRF doesn't anticipate any capital needs; therefore, the reserve is sufficient to fund the anticipated capital needs of the plant and meets the contractual requirements with the County.

Currently, it is too early to estimate the effect of change in price of bag/tag on revenue. Will include this during the 2017 amended budget.

PERSONNEL SUMMARY

**APPENDIX I
2017 BUDGET**

2017 Proposed Budget Summary

Legislative

City Manager
 Human Resources Director
 Human Resources Consultant
 Payroll Specialist
 City Clerk
 Office Professional
 Public Relations Coordinator
 Senior Executive Assistant

<u>Full Time</u>	<u>Part Time</u>	<u>Seasonal/ Temporary</u>	<u>Headcount Total</u>
1			1
1			1
1			1
1			1
1			1
1			1
1			1
2			2
9	0	0	9

Financial Services

Director of Finance/Treasurer
 Assistant Finance Director/I.T. Director
 Utility Billing Supervisor
 Assessor
 System Administrator
 Information Technology Specialist
 Office Professional
 Water Meter Readers

1			1
1			1
1			1
1			1
1			1
1			1
4	1		5
		3	3
10	1	3	14

Public Safety

Director
 Police Captain
 Police Lieutenant
 Police Sergeant
 Detective
 Police Officer
 Records Supervisor
 Office Professional
 Crossing Guard
 Substitute Crossing Guard
 Fire Chief
 Assistant Fire Chief
 Office Professional
 Fire Lieutenant
 Fire Sergeant
 Fire Equipment Operator
 Park Ranger
 Code Enforcement Officer
 Paid on Call Officer
 Paid on Call Firefighter

1			1
1			1
1			1
4			4
2			2
20			20
1			1
5			5
		9	9
		3	3
1			1
1			1
1			1
1			1
3			3
6			6
		3	
3			3
	3		3
	13		13
51	16	15	79

PERSONNEL SUMMARY

**APPENDIX I
2017 BUDGET**

2017 Proposed Budget Summary

Community Services

Director of Comm Services/Economic Director
 Recreation Director
 Recreation Coordinator
 Seasonal
 PEAK Coordinator
 PEAK staff
 Director of Parks & Public Spaces
 Parks & Public Spaces Coordinator
 Parks/Grounds Worker
 Seasonal Parks/Grounds
 Building Official
 Office Professional
 City Planner
 Downtown Development Director
 Downtown Events Coordinator

<u>Full Time</u>	<u>Part Time</u>	<u>Seasonal/ Temporary</u>	<u>Headcount Total</u>
1			1
1			1
2			2
		varies	0+
1			1
	1	varies	1+
1			1
1			1
2			2
		15	15
1			1
2			2
1			1
1			1
		1	1
14	1	16	31+

Public Works

Director of Public Works
 City Engineer
 GIS Specialist
 Engineering Technician
 Office Professional
 Street Superintendent
 Mechanic
 Street Maintenance Specialist
 Seasonal Maintenance
 Airport Manager
 Airport Support
 Water Treatment Plant Supervisor
 Asst Water Treatment Plant Supervisor
 Water System Operator
 WWT Supervisor/Asst DPW Director
 WWT Operator
 Water/ WWTP Seasonal Maintenance

1			1
1			1
1			1
2			2
1	1		2
1			1
1			1
10			10
		3	3
1			1
		1	1
1			1
1			1
7			7
1			1
6			6
		5	5
35	1	9	45

GRAND TOTALS

119	19	43	174+
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ALLOCATION OF CAPITAL IMPROVEMENT FUND MILLAGE**APPENDIX J
2017 BUDGET**

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
<u>PUBLIC WORKS</u>						
Sidewalks	\$149,450	\$200,000	\$35,700	\$20,000	\$75,430	\$115,000
Local Streets	200,000	200,000	0	25,000	225,000	225,000
Major Streets	0	0	200,000	125,000	25,000	25,000
<u>PARKS PROJECTS</u>						
Island Park	0	451,900	243,700	0	0	0
Parks Partnership	5,000	5,000	5,000	5,000	5,000	5,000
Riverwalk Trail	18,360	111,500	0	10,000	102,770	12,000
Parks Projects	0	75,000	166,000	36,600	5,000	189,200
<u>BUILDINGS AND INFRASTRUCTURE</u>						
Public Safety	0	0	31,600	111,290	0	88,940
<u>CBD TIFA</u>	20,000	0	0	55,000	0	0
<u>SEWER FUND</u>	20,000	100,000	0	0	0	0
<u>PARKING STUDY</u>	0	0	0	20,000	0	0
<u>DOWNTOWN PROJECTS</u>	0	0	0	0	58,880	0
TOTAL PROJECTS	\$412,810	\$1,143,400	\$682,000	\$407,890	\$497,080	\$660,140

ALLOCATION OF CAPITAL IMPROVEMENT FUND MILLAGE**APPENDIX J
2017 BUDGET**

	<u>2014</u>	<u>2015</u>	<u>Estimated 2016</u>	<u>Proposed 2017</u>	<u>2008-2017 Total</u>	<u>Percent of Total</u>
<u>PUBLIC WORKS</u>						48.7%
Sidewalks	\$337,850	\$146,140	\$64,500	\$100,000	\$1,244,070	
Local Streets	200,000	150,000	130,500	75,000	1,430,500	
Major Streets	0	17,750	15,000	0	407,750	
Street Lighting	25,240	100,510	94,180	120,000	339,930	
<u>PARKS PROJECTS</u>						40.7%
Island Park	0	35,000	0	0	730,600	
Parks Partnership	5,000	5,000	5,000	5,000	50,000	
Riverwalk Trail	0	0	75,000	0	329,630	
Parks Projects	131,990	400,640	200,000	545,000	1,749,430	
<u>BUILDINGS AND INFRASTRUCTURE</u>						6.7%
Public Safety	0	0	24,300	51,000	307,130	
Phone System	0	0	65,000	0	65,000	
DPS Radios	97,000	0	0	0	97,000	
<u>CBD TIFA</u>	0	0	0	0	75,000	1.1%
<u>SEWER FUND</u>	0	0	0	0	120,000	1.7%
<u>PARKING STUDY</u>	0	0	0	0	20,000	0.3%
<u>DOWNTOWN PROJECTS</u>	0	0	0	0	58,880	0.8%
TOTAL PROJECTS	\$797,080	\$855,040	\$673,480	\$896,000	\$7,024,920	

Numerous other capital projects were funded with operational funds, grants, 2% Tribal allocations, and other loans. This summary merely shows the items funded directly by the Capital Improvement Millage.

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