



City of Bronson

2022-2023 Budget



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The City Council

Larry McConn
Mayor

Matt Watkins
Vice-Mayor

Joe Duke
Council Member

Rick Johannes
Council Member

Bill Rinehart
Council Member

City Officials

Charles Lillis
City Attorney

Brandon M. Mersman
City Manager

Karen A. Smith
Clerk/Treasurer

About the City of Bronson

The City of Bronson was first settled in October 1866 and was chartered as a City in July of 1934 under the Home Rule City Act. Bronson operates under a charter approved by voters in 1985. In 2016, the City celebrated its Sesquicentennial (150th) anniversary during the weekend of September 10th and 11th.

The City operates under the Council-Manager form of government. A five-member City Council is elected at-large in even numbered years to staggered terms of either two or four years. Following each election, Council members choose from among themselves a Mayor and a Vice-Mayor.

The Council employs a City Manager to direct day-to-day affairs and provide the Council with recommended policy. The Manager supervises staff and implements Council's broad policy decisions.

The Council also hires a Clerk/Treasurer as the custodian of City records, to collect taxes, and to maintain the City's financial accounts. The Council retains a City Attorney for legal advice and the prosecution of ordinance violations.



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Fiscal Year 2023 Budget

Resolution #22-6-7

A resolution of the City of Bronson approving the budget of revenue and expenditures and setting the millage rates to raise such revenue for Fiscal Year 2023 which begins July 1, 2022 and ends June 30, 2023

Whereas, pursuant to the Bronson City Charter the City Manager has provided a recommended budget of revenues and expenditures to the City Council and the Council has reviewed said recommendations, and...

Whereas, the proposed budget and millage rates are prepared and made available to the public in accord with the City Charter and various statutes (including MCL 141.421 et seq, MCL 211, and MCL 41.801 et seq) and the City Clerk has, in accord with the Michigan Open Meetings Act, published notices of the time and place for a public hearing regarding this budget which was held on June 14, 2021.

Now therefore be it hereby resolved by the City Council of the City of Bronson that the following taxes shall be levied in accord with statute:

General Operating Levy	15.3376 mills
Fire Protection Equipment Special Assessment	1.000 mills
1993 General Obligation Bond Levy	.9301 mills

And be it further resolved, that the following revenues and expenditures shall be budgeted for the period July 1, 2020 until June 30, 2021 and that tax and other revenue shall be distributed among City funds as follows:

<u>Fund</u>	<u>Revenue</u>	<u>Fund Balance</u>	<u>Expenditure</u>
General Fund	\$1,198,578		\$1,485,576
Administration			\$441,550
Police			\$610,597
Fire			\$36,800
Department of Public Works			\$274,189
Parks & Recreation			\$72,440
Transfer to Other Funds		\$286,998	\$ 50,000
Major Street Fund	\$250,255		\$256,542
Local Street Fund	\$233,242		\$240,997
Fire Sinking Fund	\$32,066		
Cemetery Operations Fund	\$33,530	\$1,129	\$34,659
Cemetery- Perpetual Care Fund	\$320		
Cemetery- Redevelopment Fund	\$1,500		
1993 General Obligation Debt Service Fund	\$32,175		\$32,100
Wastewater Fund	\$543,198		\$543,198
Water Fund	\$710,334		\$710,334
Motor Pool Fund	\$145,963		\$122,819
Community Development Fund	\$15,025		\$7,600

And finally be it resolved, that no transfer of funds is permitted between appropriation centers except for those transfers specifically permitted and that the City Manager is authorized to release bidding documents, specifications, and/or requests for proposals in accord with projects and purchases included in this budget.

YEAS: Councilperson(s) _____

NAYS: Councilperson(s) _____

ABSENT: Councilperson(s) _____

The Resolution was adopted on this 13th day of June, 2022.

Karen A. Smith
City Clerk



TO: The Honorable Mayor McConn and Members of the City Council
FROM: Brandon M. Mersman, City Manager
RE: Fiscal Year 2023 Budget
Date: June 10, 2022

Section 7.2 of the Bronson City Charter obligates me to present to you a recommended budget for the ensuing fiscal year. Enclosed please find my recommendation for the fiscal year beginning July 1, 2022. Constitutional and statutory revenue sharing will be slightly higher than 2021-2022 levels. Constitutional revenue sharing is up about \$13,000 and statutory (CVTRS) revenue sharing is up about \$9,000. These numbers were impacted by a slight reduction in total population from the 2020 Census. Act 51 funds will also be affected by the drop in population moving forward.

As presented, this budget has a General Fund deficit of just under \$285,000. \$50,000 of that deficit is the need to transfer funds to the Local Road fund and \$30,000 to the Cemetery Fund. Over the course of this fiscal year the City will continue to find new ways to reduce costs while still providing a high level of service to the community.

Notable highlights and changes to this year's budget:

American Recovery Act Local Government Stimulus- The City is expecting to receive federal stimulus funds during the 2021-22 budget year in the amount of \$242,019.32. These funds will be available to be used to replace water meters or to complete the improvements to the City's water tower.

Major and Local Street Funds: The FY2023 budget has \$125,000 in Local Streets and \$50,000 in Major Streets for road maintenance such as; chip and seal, HMA paver patching, crack filling, and fog sealing. The Major Street Fund will be transferring \$125,000 to Local Streets and the General Fund will be transferring \$50,000 to the Local Street Fund as well.

Water Capital Improvement Fund- The Water Fund Capital Improvement Plan includes \$150,000 for interior painting and safety upgrades to the City's Water Tower. This budget also includes \$75,000 for the replacement of lead & copper service lines.

The water fund budget includes \$255,920 for the Drinking Water Asset Management grant (DWAM). This grant funds 100% of expenses related to the project. The work will take place over the three budget years and began in FY2022. The project needs to be completed in 2024. The total project cost is \$469,400. This summer crews will be "pot-holing" service lines to take an inventory of the number of lead service lines we have in the City. The Water CIP also includes \$25,000 for pump cleaning at Well #4.

Wastewater Fund and Wastewater Capital Improvement Fund- The budget also includes \$137,500 for grouting and lining of sewer mains. That number is a placeholder until the CIP and the cost-effective analysis is performed by Prein & Newhof to determine the best course of action to address the inflow and infiltration issue at the Wastewater Treatment Plant. The Wastewater CIP also includes \$45,000 to replace pumps at the Walker Street lift station.

Motor Pool Capital Improvement Fund- The budget also includes \$28,000 for the replacement of the Kabota tractor and \$15,000 for the replacement of a riding lawn mower for the Department of Public Works.

In closing, I wish to thank all of the Department Heads and staff that helped to put this budget together as it is truly a team effort.

Respectfully submitted,



Brandon M. Mersman, MPA
City Manager

City Council Goals & Objectives

2022-2023

Goal: Business Retention and Attraction

- Continue strategy of focusing on current employers and businesses and working with them to see expansion
- Continue to Implement benchmarks of the Redevelopment Ready Communities Program and engage related MEDC resources

Goal: Enhance and Undertake Bronson “Place-Making” Activities

- Continue work to make Bronson more walkable and bikeable; including updating sidewalk ramps to ADA compliant.
- Develop the recently purchased former Northeastern Rail Line for non-motorized trail usage and update parks amenities with increased accessibility.
- Work towards evaluating and updating, as needed, City Zoning Ordinances, Master Plan, and Parks and Recreation Master Plan.
- Continue working with and supporting the Downtown Development Authority (DDA)
- Continue working with community partners (DDA, Chamber of Commerce, Polish Festival, etc.) and businesses to expand and better market downtown activities:

- August Memorial Park Concert Series
- City Wide Garage Sales/US 12 Sales
- Polish Festival
- Farmer’s Market
- Bronson Theater
- Other new events

Goal: Infrastructure Improvements

- Apply for infrastructure grants as they become available (MEDC Infrastructure Grants, MDOT, others)
- Work with EGLE towards addressing Inflow & Infiltration, including necessary sanitary sewer system improvements
- Work towards implementation of improvements outlined in the City’s Capital Improvement Plan for 2020-2026
- Continue collaboration with Kalamazoo Area Transportation Study and Branch County Road Commission for street improvement targets and work
- Increase annual road preventative maintenance work using additional General Fund contributions
- Continue coordinated approach for infrastructure improvements

Goal: Optimize Organizational Efficiency

- Consider energy-efficiency projects in coordination with Michigan Gas Utilities and Consumers Energy to improve facility efficiency
- Work with Consumers Energy on potential street-lighting improvements as programs become available
- Better plan for equipment purchases and uses across departments
- Continue public outreach efforts using the City’s website, Facebook pages, and Instagram

All Funds by Revenue vs. Expenditures

Fund	Gross Revenue	Operating Expenditures	Capital Depreciation	Gain (Loss)
General Fund	1,198,578	1,485,575	0	(286,997)
Fire Sinking Fund	32,066	0	0	32,066
Major Street Fund	250,255	256,541	0	(6,286)
Local Street Fund	233,242	240,997	0	(7,755)
Cemetery Fund- Operations	33,530	34,660	0	(1,130)
Cemetery Fund- Perpetual Care	320	-	0	320
Cemetery Fund- Redevelopment	1,500	-	0	1,500
1993 General Obligation Debt Service Fund	32,175	32,100	0	75
Water Fund	710,334	635,334	75,000	-
Wastewater Fund	543,198	443,198	100,000	-
Motor Pool Fund	145,963	87,819	35,000	23,144
Community Development Fund	15,010	15,100	0	(90)

As a City, the City of Bronson is obligated to collect taxes for all entities which levy a property tax. Even though all taxes are paid at City Hall, only a portion of that money ends up supporting City services. Some City services do not receive any tax revenue (like water and wastewater services). Other services (like streets and cemeteries) only rely on a small amount of tax revenue.

The charts below show where money from summer and winter tax bills is allocated. These are based on an owner-occupied home and are based on 2021 millage rates.

Figure A

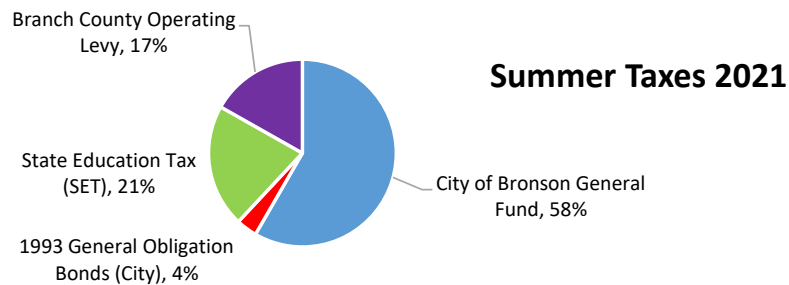
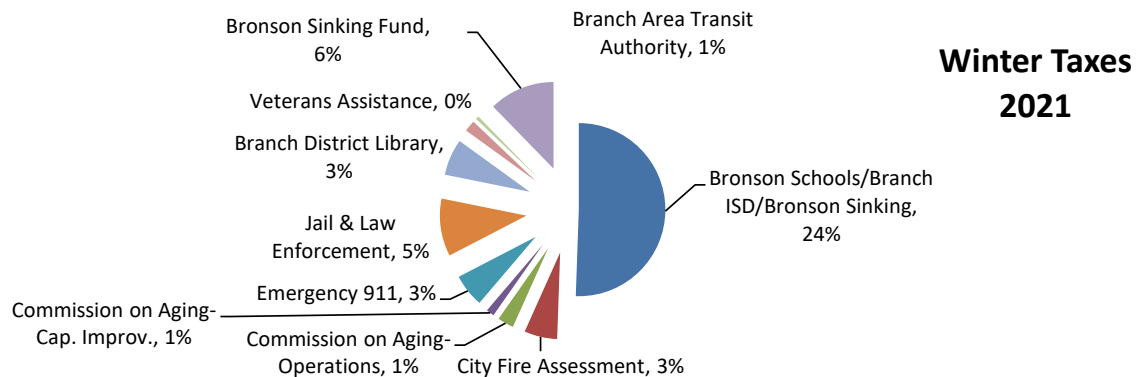


Figure B



General Fund Summary	2019-2020 Actual	2020/2021 Actual	2021/2022 Budget	2021/2022 Projected	2022/2023 Proposed
Revenue					
Total Operating Revenue	1,104,052	1,103,347	1,187,148	1,388,838	1,198,578
Expenses					
Administration	377,538	423,056	435,428	505,744	441,550
Police Department	513,299	519,128	578,202	512,553	610,598
Fire Department	30,400	32,232	35,546	36,248	36,800
Department of Public Works	269,205	202,530	223,173	207,790	274,188
Parks & Recreation	77,807	72,877	76,869	52,733	72,440
Transfers to other Funds	60,000	120,000	124,000	74,000	50,000
Total Operating Expenses	1,328,249	1,369,823	1,473,218	1,315,068	1,485,575
Net of Revenue and Expenses	(224,197)	(266,475)	(286,070)	73,770	(286,997)
Net Fund Balance (Cash on Hand)	644,850	774,694	907,154	1,257,937	970,940
Fund Balance as Percent of Expenditures	49%	57%	62%	96%	65%

Figure C

Historic Trends for Revenues, Expenditures, and Fund Balance (1990-2023)

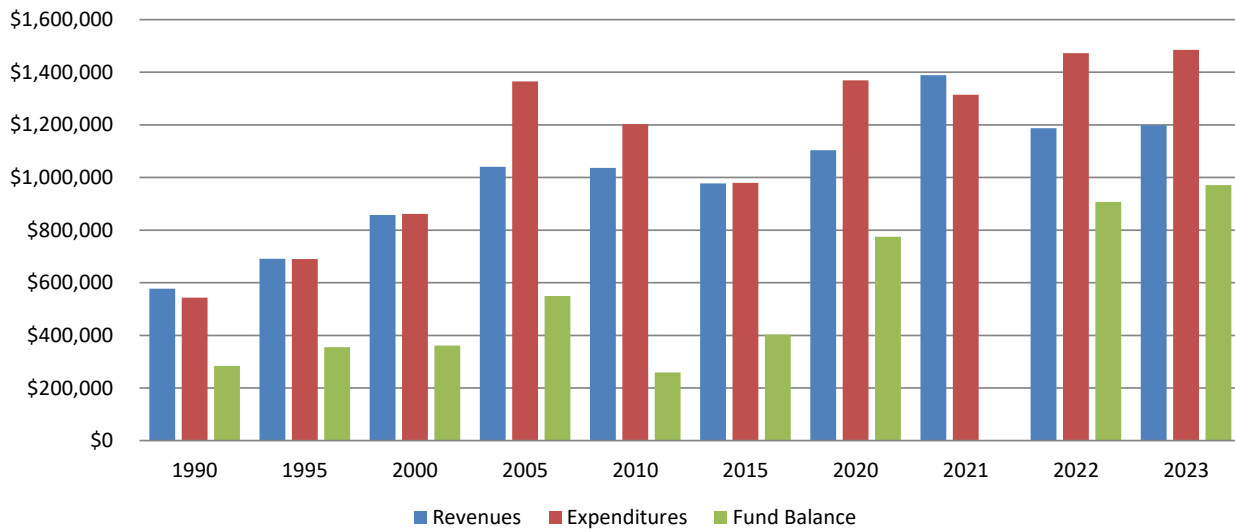


Figure D

FY 2022 General Fund Revenue by Source

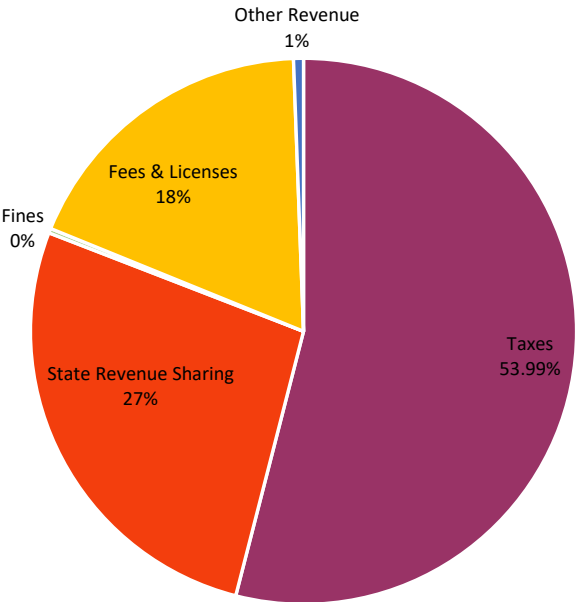
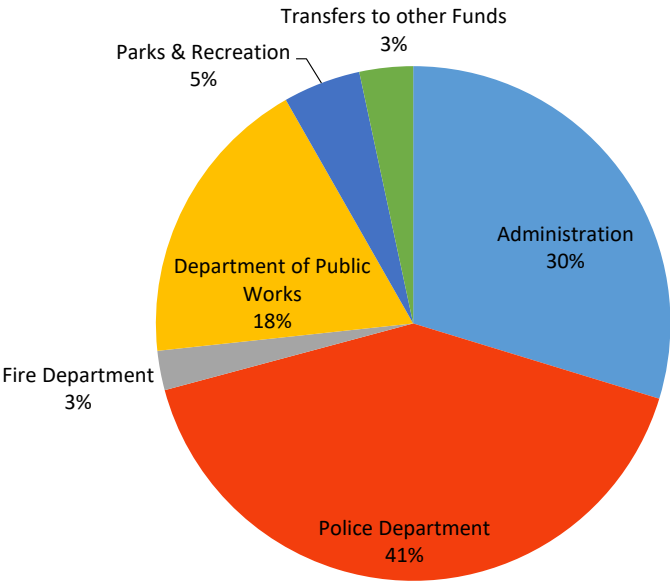


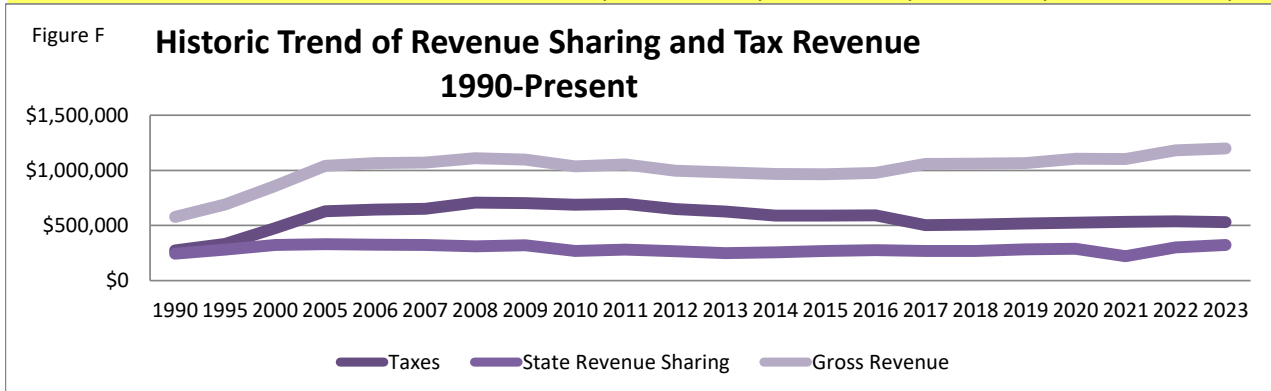
Figure E

FY 2022 General Fund Expenditures by Department



General Fund Revenue	2019-2020 Actual	2020/2021 Actual	2021/2022 Budget	2021/2022 Projected	2022/2023 Proposed
Taxes:					
General Operating Levy	525,620	534,033	537,116	535,264	529,312
Tax Penalties	5,000	5,000	5,000	6,926	4,800
Delinquent Personal Property Tax	0	-	0	16	-
Personal Property Tax Reimbursement	45,000	50,000	100,000	236,979	100,000
Coronavirus Relief	-	-	-	485	-
City IFT Real & Personal	-	-	0	-	-
Payment in Lieu of Tax (PILOT)	2,900	2,900	2,900	2,900	2,900
Tax Administration Fee	9,000	9,000	10,000	11,371	10,000
Downtown Development Authority- TIF Capture	700	-	0	354	-
Trailer Park Tax	150	150	150	150	150
Revenue Sharing:					
Constitutional Revenue Sharing	202,137	171,374	208,257	245,571	221,015
Statutory Revenue Sharing	86,720	73,884	92,015	92,166	101,171
Fines:					
District Court Fines	7,500	7,500	2,500	3,700	2,500
Ordinance Fines	750	750	750	890	750
Fees & Leases:					
Trash & Recycling	123,475	125,406	126,610	135,369	130,130
Rental Program Fees/Inspections	15,500	15,500	0	18,200	15,300
Franchise Fees	20,950	20,950	22,000	25,244	22,000
Licenses & Fees	3,250	3,500	3,500	4,412	4,000
Park Rental Fees	1,500	1,500	1,000	2,200	2,000
Agriculture Leases	15,500	16,850	17,500	16,690	17,500
Water Tower Leases	28,000	28,000	28,000	28,338	28,000
Other Revenue:					
Interest	4,050	12,050	4,100	2,100	1,300
Sale of Fund Assets	0	-	0	-	-
Contributions from Other Funds	0	0	0	-	-
Grant Proceeds	0	20,000	20,000	-	-
Miscellaneous Revenue	500	500	500	13,552	500
Total Operating Revenue	1,099,552	1,098,847	1,181,898	1,382,877	1,193,328

Restricted Revenue					
Police Training Fund (PA 302)	500	500	250	561	250
Police Forfeiture Fund	0	-	0	-	-
Police Salvage Fund	4,000	4,000	5,000	5,400	5,000
Total Restricted Revenue	4,500	4,500	5,250	5,961	5,250



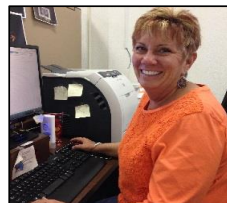
Fiscal Year 2023 Budget

	2019-2020	2020/2021	2021/2022	2021/2022	2022/2023
Administration	Actual	Actual	Budget	Projected	Proposed
City Council Salaries	3,900	3,900	3,900	3,900	3,900
Wages & Benefits	107,090	156,804	160,527	201,732	169,385
Office Administration	17,550	16,050	16,250	13,710	15,750
Building Expense	3,300	4,800	4,800	856	4,950
Professional Services	31,040	17,240	26,100	11,817	29,264
Statutory Expenses	4,700	5,400	5,400	1,106	6,400
Professional Development & Travel	8,400	8,400	8,400	7,077	8,400
Utilities	3,900	3,700	3,700	4,142	4,200
Maintenance & Service Contracts	14,500	14,500	14,500	17,012	15,071
Memberships & Dues	6,000	6,000	5,000	4,086	5,000
Public Relations	20,000	10,000	10,000	8,524	11,000
Property & Liability Insurance	7,881	8,669	9,536	7,942	8,300
Trash Contract	120,475	124,791	124,610	122,735	127,130
Rental Inspection Services Contract	15,302	15,302	15,302	15,300	15,300
Library Maintenance Subsidy	7,500	7,500	7,500	6,571	7,500
Miscellaneous Expenses	6,000	20,000	20,000	5,234	10,000
Administration Operating Expense Total	377,537	423,056	435,525	431,744	441,550

The Administration Budget covers costs for the City Council and City Hall operations as well as trash and recycling services and rental inspections. Staff costs are shared with other funds.



Brandon M. Mersman
City Manager



Karen A. Smith
Clerk/Treasurer/Assessor



Lori Lambright
Administrative Assistant

Fiscal Year 2023 Budget

	2019-2020	2020/2021	2021/2022	2021/2022	2022/2023
Police	Actual	Actual	Budget	Projected	Proposed
Wages & Benefits	413,558	413,254	466,752	419,983	501,595
Office Administration	4,025	6,275	6,275	4,142	6,375
Building Expense	5,400	8,000	8,400	9,671	9,088
Equipment & Supplies	4,550	4,350	6,800	4,545	5,300
Uniforms	4,250	4,250	5,200	1,069	4,000
Professional Development	6,950	7,150	8,175	2,125	4,625
Utilities	4,400	4,400	4,400	4,787	4,700
Maintenance & Service Contracts	6,600	7,000	7,000	3,510	8,225
Public Relations	0	500	500	125	500
Forfeiture Fund Expense	0	0	0	-	-
Professional Services	24,000	24,000	24,000	24,000	24,000
Property & Liability Insurance	6,826	7,509	8,260	6,880	7,190
Miscellaneous Expenses	500	500	500	15	500
Vehicles	30,940	30,940	30,940	30,940	33,500
Police Operating Expense	512,299	518,128	577,202	511,792	609,598
Police Salvage Fund					
Salvage Revenue	3,500	4,000	5,000	5,400	5,000
Salvage Expenses	20,000	1,000	1,000	761	1,000
Net Fund Revenue	(16,500)	3,000	4,000	4,639	4,000
Net Salvage Fund Balance (Cash on Hand)	2,738	23,906	20,906	16,906	20,906

The Police Salvage Fund is the largest of three restricted revenue sources tied to the Police Department. Revenue for this fund comes from salvage vehicle inspections we perform. Revenue for those inspections must be reverted back to equipment used to perform that service.

Other special funds include the Act 302 Police Training Fund from the state and the Seizure/Forfeiture Fund which we receive from money or property seized during certain drug arrests.

2021 Police Department Statistical Summary

Complaints	2468
Service Calls	1757
to other Agencies	180
Accidents	36
Traffic Stops	410
Arrests	102



Chief Steve Johnson Deputy Chief Brad McConn Officer Travis Ferry Officer Ricky Pestun

The Police Department also oversees our crossing guard program for our local schools. Julie LaPratt assists students at the E Corey Street crossing to and from Anderson School. Duane Washburn tends the crossing at Ruggles Street and W Chicago St. for the Ryan School students while Betty Washburn assists the students at the crossing at Lincoln Street and E Chicago St which serves students from various school buildings.

The Police Department is always looking to improve its incident preparedness and upgrade outdated equipment to provide the best service we can to the citizens of the city. The use of Drug Forfeiture Funds and Vehicle Inspection Funds allows the department to obtain needed equipment without the use of budget dollars when available. We are continually evaluating equipment and infrastructure needs to make sure we are prepared and can operate efficiently.

Fiscal Year 2023 Budget

Fire Funds	2019-2020	2020/2021	2021/2022	2021/2022	2022/2023
Fire Operations Fund (101-335)	Actual	Actual	Budget	Projected	Proposed
Fire Association Dues & Capital Replacement	30,400	32,232	35,546	36,248	36,800
Fire Fund Operation Total	30,400	32,232	35,546	36,248	36,800
Fire Sinking Fund (206)					
Revenue					
Fire Protection Equipment Special Assessment	27,536	28,553	29,946	29,763	31,816
Interest	500	750	-	425	250
Total Revenue	28,036	29,303	29,946	30,188	32,066
Expense					
Total Expense	0	-	-	-	-
Net Fund Revenue	28,036	29,303	29,946	30,188	32,066
Net Fire Sinking Fund Balance (Cash on Hand)	124,631	155,271	185,338	185,609	217,675

**2021 Bronson Area Fire Association Fire Call
Summary in the City of Bronson:**

EMS Calls: 78
 Building Fire: 4
 Cooking Fire: 2
 Medical Assist, Assist EMS Crew: 60
 Trash Fire, Contained: 3
 Motor Vehicle Accident with Injuries: 1
 Excessive Heat, Scorch Burns with No Ignition: 1
 Gas Leak (Natural Gas or LPG): 1
 Carbon Monoxide Incident: 1
 Electrical Wiring/Equipment Problem, other: 1
 Power Line Down: 1
 Vehicle Accident, General Cleanup: 3
 Extrication: 1
 Good Intent Call, Other: 3
 Smoke Scare, Odor of Smoke: 1
 HazMat Release Investigation w/ no HazMat: 3
 Alarm system Sounded Due to Malfunction: 1
 Natural Veg. Fire: 1
 Assist Police or Other Agency: 4
 Other Calls: 7



Fiscal Year 2023 Budget

Department of Public Works	2019-2020 Actual	2020/2021 Actual	2021/2022 Budget	2021/2022 Projected	2022/2023 Proposed
Wages & Benefits	97,992	100,811	113,523	120,951	131,109
Office & Building Expense	23,230	30,750	30,750	5,793	60,950
Utilities	9,700	9,000	9,000	7,524	9,500
Professional Development	1,000	1,000	1,050	350	1,100
Uniforms & Laundry	3,500	3,500	3,500	4,750	4,300
Equipment & Supplies	5,000	3,500	3,500	2,727	3,500
Street Lighting	100,000	25,000	25,000	21,229	25,000
Maintenance & Service Contracts	5,000	2,500	2,500	1,467	2,500
Miscellaneous	8,000	10,000	16,000	26,188	16,000
Property & Liability Insurance	5,040	5,544	6,098	4,572	4,778
Sidewalk Maintenance	2,000	2,000	2,000	-	2,000
Vehicles & Equipment	8,744	8,925	13,451	12,239	13,451
Total Department of Public Works	269,205	202,530	226,372	207,790	274,188



Joseph Swain
Laborer



Jerry Rinehart
Laborer



Brian Hagen
Laborer

The Department of Public Works is responsible for day-to-day maintenance on all City infrastructure and buildings. They maintain four city parks, the cemetery, plow snow, and repair 14 miles of streets, perform routine maintenance at six City buildings and a variety of other tasks. The department also pays for specialty contractors for various tasks. Costs for the department staff and equipment are split between various City funds (see Figure G on page 19 on how the staff time is used).

Chuck Buckley manages the day-to-day operations of the Department of Public Works as the Department's Director. Chuck is also in charge of overseeing the Water & Wastewater Departments.

Fiscal Year 2023 Budget

Parks & Recreation	2019-2020 Actual	2020/2021 Actual	2021/2022 Budget	2021/2022 Projected	2022/2023 Proposed
Wages & Benefits	15,307	17,673	17,571	5,815	12,476
Building Maintenance	11,750	3,250	2,450	1,165	2,800
Grounds & Landscape Maintenance	18,900	19,900	22,900	10,833	21,000
Recreation Programing	6,400	6,400	6,400	6,400	6,400
Utilities	5,400	5,400	5,900	6,715	6,400
Maintenance & Service Contracts	13,000	13,000	14,350	14,425	15,075
Property & Liability Insurance	734	807	888	740	774
Vehicles & Equipment	6,315	6,446	7,515	6,640	7,515
Total Parks & Recreation	77,807	72,877	77,974	52,733	72,440



Left: Memorial Park- Located at the corner of US-12 and Matteson Street in Downtown Bronson. The Park serves as a resting place for visitors and is used during the Bronson Polish Festival.

Below:

Douglas Park is a neighborhood park that serves as the home of the Summer Park Program as well



Fiscal Year 2023 Budget

Parks & Recreation	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
Capital Improvement Plan	Projected	Projected	Projected	Projected	Projected
ADA Improvements to Playgrounds	2,000				
Greenwald Park Mulch Update					3,000
Bronson's Backyard Repairs	500	500	500	500	500
Kiwanis Park Playground Enhancements	10,000	10,000	10,000		
Picnic Table Purchases	0				
Railroad Recreation Trail		50,000			
Douglas Park Mulch Update	3,000				2,000
Total	15,500	60,500	10,500	500	5,500



Left:
The Bronson Polish Festival Kids Day is held at Douglas Park each July. The event features games and prizes. The Fire Department is also on hand to spray water in the park and allow children to operate the fire hose.



Left:
Farmer's Market Pavilion:
In 2021, the summer concert series was back in action after missing a year due to COVID-19. The farmers market served as the new venue and is now called "Music at the Market." Bands play every Monday night in August at 7PM and the concerts are free to the public.

This document is made for planning purposes only and is intended to outline the projects that ought to be considered for future years. Needs and opportunities may alter the direction and timing of projects.

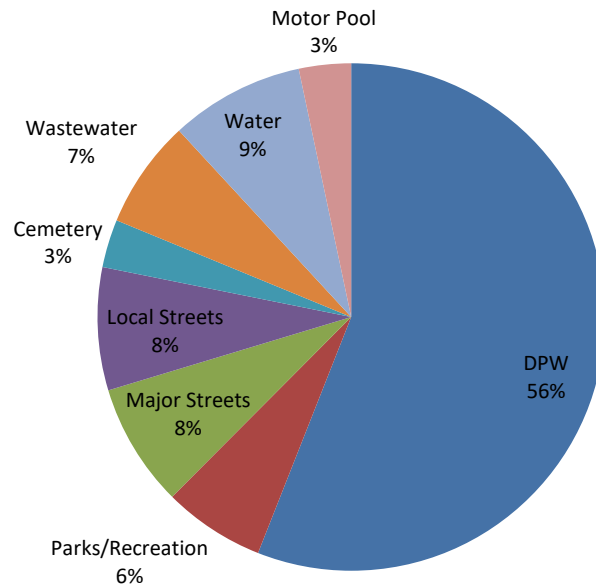
Fiscal Year 2023 Budget

	2019-2020	2020/2021	2021/2022	2021/2022	2022/2023
<u>General Fund Transfers</u>	Actual	Actual	Budget	Projected	Proposed
To the Cemetery Fund	10,000	20,000	24,000	24,000	30,000
To the Fire Sinking Fund	0	0	0	-	0
To the Local Street Fund	50,000	100,000	100,000	50,000	20,000
To the Major Street Fund	0	0	0	-	0
Total Transfers	60,000	120,000	124,000	74,000	50,000

General Fund money may be transferred out to any City fund but money held by other City funds is generally restricted in how it may be transferred.

Figure G

Department of Public Works Staff Time Use



The DPW staff works across most of the City's departments and we charge their labor costs accordingly. This chart shows the current three-year average for where they spend their time. The DPW portion covers broad tasks like leaf and brush collection, storm damage clean-up, preparing barricades for parades, and many other tasks.

Fiscal Year 2023 Budget

	2019-2020	2020/2021	2021/2022	2021/2022	2022/2023
Major Street Fund	Actual	Actual	Budget	Projected	Proposed
Gross Fund Revenue					
Michigan Gas & Weight Taxes (Act 51)	212,636	202,015	242,785	264,935	249,755
Interest	500	1,000	250	770	500
Grants	2,598	-	-	-	-
Transfer from General Fund	0	-	-	-	-
Total Fund Revenue	213,136	203,015	243,035	265,705	250,255
Major Construction/Rehabilitation					
Street Construction	213,000	-	-	-	-
Summer Operations					
Wages & Benefits	18,887	14,683	11,882	4,006	10,372
Street Maintenance Supplies	18,150	15,650	15,650	16,564	22,650
Property & Liability Insurance	1,591	1,750	1,925	1,480	1,547
Engineering & Consulting Services	10,000	15,000	25,000	-	25,000
Curb, Gutter & Storm Sewer	75,000	37,000	30,000	13,778	50,000
Non-Motorized Improvements	-	30,000	-	-	-
Vehicles & Equipment	4,100	4,100	8,173	5,448	2,312
Total Summer Operations	127,728	118,183	92,630	41,276	111,881
Winter Operations					
Wages & Benefits	13,171	9,399	7,843	3,942	7,101
Street Maintenance Supplies	1,200	1,200	2,000	855	3,500
Road Salt	1,000	1,000	5,400	2,230	5,940
Vehicles & Equipment	7,200	5,350	11,023	7,348	3,119
Total Winter Operations	22,571	16,949	26,266	14,375	19,660
Transfer to Local Street Fund	50,000	100,000	100,000	100,000	125,000
Total of Operations, Construction & Transfer	413,298	235,132	218,896	155,651	256,541
Net Fund Revenue	(200,162)	(32,116)	24,139	110,054	(6,286)
Net Fund Balance (Cash on Hand)	130,135	119,056	282,008	381,846	375,560

Street funding in Michigan is derived from the Gas & Weight Tax. The City of Bronson receives an annual portion of this based on a formula established in Act 51 of 1951. This money is further divided between major and local street funds.

For FY2023 The City has budgeted \$50,000 for chip sealing and HMA patching on Major Streets in the City. In FY2021, the Major Street Fund will need to transfer \$125,000 to the Local Street Fund in order to cover road improvement costs for the fiscal year.

Fiscal Year 2023 Budget

	2019-2020	2020/2021	2021/2022	2021/2022	2022/2023
Local Street Fund	Actual	Actual	Budget	Projected	Proposed
Gross Fund Revenue					
Michigan Gas & Weight Taxes (Act 51)	74,938	83,523	85,443	93,204	87,866
Grants		-	420,570	231,774	-
Interest	150	750	200	507	376
Transfer from General Fund	50,000	100,000	100,000	-	20,000
Transfer from Major Street Fund	50,000	100,000	100,000	100,000	125,000
Miscellaneous Income	0	-		-	-
Total Fund Revenue	175,088	284,273	706,213	425,485	233,242
Summer Operations					
Wages & Benefits	22,209	19,748	17,680	4,264	11,268
Street Maintenance Supplies	10,000	6,000	6,000	2,148	6,000
Engineering & Consulting Services		73,492	118,840	109,492	25,000
Property & Liability Insurance	1,273	1,400	1,540	1,132	1,183
Curb, Gutter & Storm Sewer	100,000	143,000	30,000	27,556	125,000
Maintenance & Service Contracts	10,800	10,800	10,800	22,447	20,000
Street Construction		-	420,570	244,626	-
Non-Motorized Improvements			18,000	-	30,000
Vehicles & Equipment	5,800	5,800	11,023	7,348	3,119
Total Summer Operations	150,082	260,241	634,453	419,013	221,570
Winter Operations					
Wages & Benefits	10,063	8,680	8,823	3,815	6,248
Street Maintenance Supplies	1,500	1,000	3,000	1,081	4,500
Road Salt	2,000	2,000	4,400	3,345	4,840
Vehicles & Equipment	6,900	6,900	13,566	9,044	3,838
Total Winter Operations	20,463	18,580	29,790	17,285	19,427
Total of Operations & Debt Service	170,545	135,830	664,243	436,298	240,997
Net Fund Revenue	4,543	14,157	41,970	(10,813)	(7,755)
Net Fund Balance (Cash on Hand)	144,575	158,732	301,605	210,047	202,292

Street Facts

Miles of Major Streets	5.61
Miles of Local Streets	8.84
Tons of salt used in 2020/21	50
Cost per ton of salt	\$58.52
Hours to plow entire city	7
Parking lots maintained	6

The Major Street system includes all or portions of the following streets: Albers; Mill; Industrial; Matteson; Grant; Union; Mowry; Corey; Wayne; Jackson; Fremont; Walker; Lincoln; and, Matilda. The rest of our streets are classified as local.

For FY2022, The Major Street fund will need to transfer \$125,000 to Local Streets and the General Fund will also need to transfer \$50,000 to the Local Street fund to cover expenses. \$125,000 has been budgeted in Local Streets for street maintenance projects in FY2023.

Fiscal Year 2023 Budget

Cemetery Funds	2019-2020	2020/2021	2021/2022	2021/2022	2022/2023
Cemetery Operations Fund (209)	Actual	Actual	Budget	Projected	Proposed
Gross Revenue					
Operational Revenue	4,500	2,000	3,200	6,000	3,500
Transfer from General Fund	10,000	20,000	24,000	24,000	30,000
Transfer from Other Funds	0	6,000	6,000	6,000	0
Interest	100	100	25	46	30
Total Fund Revenue	14,600	28,100	33,225	36,046	33,530
Operational Costs					
Wages & Benefits	9,169	8,800	11,315	3,056	6,388
Postage		-	-	-	-
Grounds	500	1,500	1,500	-	6,000
Landscape Maintenance Supplies			500	-	500
Maintenance & Service Contracts	11,500	14,000	18,000	11,400	18,000
Publishing	75	75	75	71	75
Property & Liability Insurance	372	409	450	348	364
Buildings	-	500	500	-	500
Miscellaneous	150	150	150	-	150
Vehicles & Equipment	2,254	2,301	2,682	2,370	2,682
Total Operational Costs	24,020	27,735	35,172	17,245	34,660
Net Fund Revenue	(9,420)	365	(1,947)	18,801	(1,130)
Net Fund Balance (Cash on Hand)	11,254	11,619	20,395	42,394	41,264

The Cemetery Operations Fund receives revenue primarily from the sale of graves and expenses charged for burial services for cremation burials. City staff will perform the grave openings and burials.

Rates

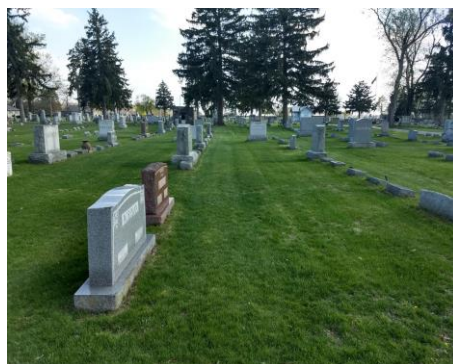
Below is a summary of the most common charges at our cemetery.

Cemetery Lots: \$300 each with \$150 going into perpetual care and the remainder going to lot sales

Interment: \$400 weekday, non-frost and \$550 after hours and Saturdays, non-frost, and \$600 on holidays and Sundays, non-frost

Cremation Placement: \$200 weekday (non-frost), \$350 after hours and Saturdays (non-frost), and \$400 on holidays & Sundays (non-frost).

When there is frost, we add an additional \$75 to each charge to account for the extra equipment needed to open the ground.



Fiscal Year 2023 Budget

Cemetery Funds (continued)	2019-2020	2020/2021	2021/2022	2021/2022	2022/2023
Cemetery Perpetual Care Fund (211)	Actual	Actual	Budget	Projected	Proposed
Gross Revenue					
Lot sales	750	500	300	300	300
Interest	75	150	25	30	20
Total Fund Revenue	825	650	325	330	320
Perpetual Care Costs					
Transfer to Cemetery Operations	0	6,000	6,000	6,000	0
Net Fund Revenue	825	(5,350)	(5,675)	(5,670)	320
Net Fund Balance (Cash on Hand)	15,558	10,568	5,566	5,572	5,892

The Cemetery Perpetual Care Fund holds funds intended for long-term maintenance at the Cemetery. Historically this fund is used for special capital improvements or repairs at the Cemetery while day-to-day expenses are charged to the Cemetery Operations Fund.

This fund receives revenue from Lot Sales fees and interest income. Transfers are made to the Cemetery Operations fund when needed.

Cemetery Lots Remaining:
 Full blocks of 5 lots remaining
 28
 Single graves remaining
 85
 Baby graves remaining
 51

Cemetery Burials Per Year:

2015	13
2016	10
2017	18
2018	16
2019	11
2020	9
2021	11
2022	5 YTD

Cemetery Redevelopment Fund (213)					
Gross Revenue					
Agriculture Leases	1,710	1,485	1,485	2,970	1,485
Interest	50	75	15	32	15
Total Fund Revenue	1,760	1,560	1,500	3,002	1,500
Transfer to Cemetery Operations Fund	0	0	0	-	0
Net Fund Revenue	1,760	1,560	1,500	3,002	1,500
Net Fund Balance (Cash on Hand)	10,767	12,327	13,746	15,248	16,748

The Cemetery Redevelopment Fund was established to cover expenses for the expansion of the Cemetery. In the late 1970s, the City purchased land near Ryan School as a future cemetery. Since that time, the land has been leased for farming and the annual lease payments are held in this account. In 2014, Bronson voters authorized the City Council to use this property for other uses as they deemed appropriate- including the potential sale of the land for development.

Fiscal Year 2023 Budget

Water Fund	2019-2020 Actual	2020/2021 Actual	2021/2022 Budget	2021/2022 Projected	2022/2023 Proposed
Gross Revenue					
Service Charges	295,984	287,157	277,813	283,735	325,721
Cornavirus Relief				242,019	-
Disconnection Fees	2,500	2,500	2,500	3,087	2,000
Penalties	4,000	1,000	3,000	5,175	4,000
New Service Fees	0	0	-	-	-
Interest	3,000	7,000	2,000	1,885	1,200
Capital Contributions			101,863	-	-
Misc.				-	-
Grants			494,669	291,615	377,413
Total Fund Revenue	305,484	297,657	881,845	827,516	710,334
Operational Expenses					
Wages & Benefits	139,118	115,287	111,194	126,783	122,664
Office & Printing	3,700	3,450	4,050	1,742	3,500
Professional Development	3,200	3,200	1,950	828	1,700
Tools, Chemicals, Supplies & Equipment	30,550	27,550	24,950	8,912	21,450
Buildings	500	500	500	1,704	500
Engineering/Consulting	3,000	4,000	596,532	118,163	200,920
Maintenance & Service Contracts	9,200	9,200	9,200	9,601	221,635
State Licenses	2,000	2,000	2,000	1,340	2,000
Miscellaneous	100	100	100	-	100
Property & Liability Insurance	2,765	3,042	3,346	3,560	3,720
Utilities	11,500	12,000	10,000	11,564	11,000
Water System Repair & Maintenance	10,000	10,000	10,000	11,400	10,000
Vehicles & Equipment	29,851	32,329	33,022	33,018	36,145
Total Operational Expenses	245,484	222,657	806,844	328,615	635,334
Funded Depreciation					
Capital Depreciation	60,000	75,000	75,000	67,000	75,000
Total Expenses & Depreciation	-	297,657	881,844	395,615	710,334
Net Fund Revenue	0	0	0	431,901	0
Net Fund Balance (Cash on Hand)	773,678	880,482	956,200	955,713	955,713

Enterprise Fund:

The City's Water System (like the Wastewater System) is classified as an enterprise fund and functions similar to a business. Fund revenue is generated from fees charged to water customers. Capital depreciation is set aside annually in the fund's Capital Replacement Fund. This money is used to replace capital assets used to operate the system - wells, water towers, pipes and valves.

The fund also pays for routine maintenance to the water system which includes hydrant flushing, customer connections/disconnections, and required quality testing.

Water Quality Report:

Each year the City is required to draft a water quality report which informs customers about the quality and service of the City's water supply. The report helps customers understand the efforts the City takes to continually improve the water treatment process and steps take to protect our water resources.

Fiscal Year 2023 Budget

Water Fund	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
Capital Improvement Plan	Projected	Projected	Projected	Projected	Projected
Well #4 Cleaning	25,000				
Repaint Water Tower Interior & Safety Upgrades	150,000				
Explore/study new wellsite & install new well		250,000			
Abandon 4" portions of main on Douglas, State St			127,500		
Connect Grant to Douglas & Ruggles	45,000				
Replace 4" main on Douglas from Compton South		45,000			
Replace 4" main on Corey from Walker to Wayne			315,000		
Distribution System Improvements (as needed)	30,000	30,000	30,000	30,000	30,000
S. Ruggles S. of US-12- Compton (W. of Ruggles) Project					
Lead Service Line Replacement	75,000	75,000	75,000	75,000	75,000
Total	325,000	400,000	547,500	105,000	105,000



Layne Clark
Utilities Laborer

What's covered by a "water" bill?

A "water bill" actually covers costs for water and sewer service.

Ready-to-Serve Charge

There is a readiness to serve fee of \$19.00 per month for water service and \$45.25 per month for sewer service. These fees are charged regardless of whether any water is used and covers the fixed costs of having a home or building connected to our system.

Commodity Charge

Water usage is metered at a rate of \$1.38 per 1,000 gallons of water used. Sewer usage is charged \$1.51 per 1,000 gallons of water used. These charges cover costs for the chemicals used to treat water and the expense of treating sewage.

Rates are reviewed annually to ensure adequate revenue is raised to support the systems.

City water comes from two groundwater wells east of town. Each well is over 60 feet deep. System water pressure is maintained by a 200,000 gallon water tower on Union Street.

The Michigan Department of Environmental Quality and the United States Environmental Protection Agency require us to test our drinking water for a variety of potential contaminants and substances. Nearly 14 miles of pipes are used to distribute water throughout the City. In 2020 the City updated its Capital Improvement Plan which includes seven (7) years of projected projects (2020-2026). The plan covers projects for each City fund including; water, sanitary sewers, storm sewers, roads, buildings, equipment and parks & recreation.

This document is made for planning purposes only and is intended to outline the projects that ought to be considered for future years. Needs and opportunities may alter the direction and timing of projects.

Fiscal Year 2023 Budget

	2019-2020	2020/2021	2021/2022	2021/2022	2022/2023
Wastewater Fund	Actual	Actual	Budget	Projected	Proposed
Gross Revenue					
Services Charges	605,865	553,359	519,062	580,223	535,598
Penalties	6,000	3,000	5,000	9,377	7,000
Industrial Pretreatment Program Fees	500	-	-	-	-
Interest	8,000	14,000	5,025	1,114	500
New Service Hookups		0	-	-	-
Grants	900,000	639,000	420,570	231,774	-
Miscellaneous	2,000	1,000	100	1,446	100
Capital Contributions			118,840	-	-
Total Fund Revenue	1,522,365	1,210,359	1,068,597	823,934	543,198
Operational Expenses					
Wages & Benefits	229,457	211,676	216,619	248,377	224,655
Office & Printing Costs	5,550	5,900	5,800	3,724	5,800
Tools, Chemicals, Supplies & Equipment	29,700	29,200	42,700	25,654	37,750
Professional Development	1,400	1,400	1,400	913	1,400
Building Maintenance	2,200	2,300	2,300	566	2,300
Utilities	38,500	38,500	38,500	48,982	40,000
Uniforms	700	300	300	185	300
Engineering/Consulting	1,000,000	710,000	539,410	62,096	20,000
Land Application of Waste	30,000	30,000	30,000	11,915	15,000
Maintenance & Service Contracts	15,000	12,000	12,000	8,926	12,260
Industrial Pretreatment Program Expenses	1,000	1,000	1,000	-	1,000
State License Fees	3,500	3,500	12,500	3,214	12,500
Miscellaneous	1,500	1,500	1,500	18,500	1,500
Property & Liability Insurance	9,130	10,043	11,047	11,164	11,044
Sanitary Sewer System Maintenance	15,000	15,000	15,000	1,102	10,000
Legal Fees & Legal Notices	15,500	10,500	10,500	15,200	17,500
Vehicles & Equipment	24,227	27,540	28,021	28,020	30,188
Total Operational Expenses	1,422,365	1,110,359	968,598	488,538	443,198
Funded Depreciation					
Capital Depreciation	100,000	100,000	100,000	124,000	100,000
Total Expenses & Depreciation	1,522,365	1,210,359	1,068,598	612,538	543,198
Net Fund Revenue	0	0	0	211,396	0
Net Fund Balance (Cash on Hand)	925,717	1,021,272	1,021,272	1,071,859	1,071,859

The Wastewater Treatment Plant has a maximum capacity of 1.8 million gallons per day. During rainy spring weather, the plant routinely sees flows of around 1 million gallons per day while average operation is around 250,000 gallons per day.

Effluent from the plant is monitored for a variety of substances and testing is conducted pursuant to regulations set by the Michigan Department of Environmental Quality (MDEQ).

Fiscal Year 2023 Budget

1993 General Obligation Debt Service Fund	2019-2020 Actual	2020/2021 Actual	2021/2022 Budget	2021/2022 Projected	2022/2023 Proposed
Gross Revenue					
Tax Revenue	33,900	34,000	33,100	34,464	32,100
Interest	162	267	75	120	75
Total Fund Revenue	34,062	34,267	33,175	34,584	32,175
Debt Service	33,900	34,000	33,100	33,100	32,100
Net Fund Revenue	162	267	75	1,484	75
Net Fund Balance (Cash on Hand)	30,224	31,469	31,544	33,025	33,100
Wastewater Fund	2022/2023 Projected	2023/2024 Projected	2024/2025 Projected	2025/2026 Projected	2026/2027 Projected
Capital Improvement Plan					
Collection System Repairs	30,000	30,000	30,000	30,000	30,000
Fecal Coliform Incubator Replacement		2,500			
Treatment Plant Upgrades (as needed)	30,000	30,000	30,000	30,000	30,000
Spectrometer (Phosphorus Analysis)			2,800		
Replace Pumps at Walker Street Lift Station	45,000				
Clean/Root cut/CCTV- 1/10th of System	15,000	15,000	15,000	15,000	15,000
Clarifier Drive (Rehab)				35,000	
Sewer Lining- Reduce Infiltration (I&I)	60,000	60,000	60,000	60,000	60,000
Grouting- Phase I (S. of US-12 W. of Matteson)	137,500				
Grouting- Phase I (S. of US-12 E. of Matteson)		160,000			
Grouting- Phase I (N. of US-12 E. of Matteson)			177,500		
Grouting- Phase I (N. of US-12 W. of Matteson)				215,000	
Total	317,500	297,500	315,300	385,000	135,000

**For more details about the City's Capital Improvement Plan please click the following link: [CIP 2020-2026](#)



Chuck Buckley
Utilities Director/DPW Director

Chuck Buckley supervises the Water & Wastewater Departments and has more than 41 years of experience with the City. He holds EGLE licenses in water distribution, water treatment, and wastewater treatment.

This document is made for planning purposes only and is intended to outline the projects that ought to be considered for future years. Needs and opportunities may alter the direction and timing of projects.

Fiscal Year 2023 Budget

Motor Pool	2019-2020	2020/2021	2021/2022	2021/2022	2022/2023
	Actual	Actual	Budget	Projected	Proposed
Gross Revenue					
From Other Funds (Equipment Rental Fees)	125,352	130,503	157,018	142,402	145,213
Interest	2,500	3,000	1,000	1,124	750
Misc Income	0	0	0	4,000	0
Sale of Fund Assets	0	0	0	5,865	0
Total Fund Revenue	127,852	133,503	158,018	153,391	145,963
Operational Expenses					
Wages & Benefits	13,781	21,514	11,331	6,301	6,589
Fuel	25,000	25,000	25,000	29,054	27,500
Machine & Equipment Supplies	8,500	6,000	5,000	-	5,000
Maintenance & Service Contracts	5,400	3,400	7,000	841	5,000
Fleet Insurance	11,000	13,000	14,300	10,713	15,730
Motor Vehicle Repairs	17,000	17,000	17,000	15,045	17,000
Equipment Repairs	12,000	12,000	8,000	12,288	11,000
Total Operational Expenses	92,681	97,914	87,631	74,242	87,819
Funded Depreciation					
Capital Depreciation	30,000	30,000	35,000	51,100	35,000
Total of Expenses & Depreciation	122,681	127,914	122,631	125,342	122,819
Net Fund Revenue	5,171	5,589	35,387	28,049	23,144
Net Fund Balance (Cash on Hand)	580,143	603,178	638,565	628,012	651,156

The Motor Pool Fund is an internal service fund that collects vehicle and equipment expenses from other funds and aggregates costs for operating, maintaining, and insuring our vehicle fleet. Depreciation is set aside annually and is reserved in a Capital Replacement Fund (held as part of the fund balance). As vehicles are needed according to our replacement plan, purchases are made using the Capital Replacement Fund.

Motor Pool	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
Capital Improvement Plan	Projected	Projected	Projected	Projected	Projected
Replace Riding Lawn Mower	15,000	15,000			
Stump Grinder	3,000				
2020 Police Ford Explorer- Replace				60,000	
2022 Ford Explorer					60,000
Air Compressor (Motor Pool)					3,000
Backhoe (DPW)- replace				75,000	
Brush Hog (DPW)		2,200			
Kubota Tractor (DPW)- replace	28,000				
Replace Cutoff Saw	3,000				
Replace Bucket/Water Truck (DPW & Water)			55,000		
Replace Sewer Jetter		40,000			
Purchase Street Sweeper/Vac Truck		320,000			
Total	49,000	377,200	55,000	135,000	63,000

Vehicles will be replaced as needed but this roughly projects when those replacements will need to occur.

Fiscal Year 2023 Budget

Community Development Fund	2019-2020 Actual	2020/2021 Actual	2021/2022 Budget	2021/2022 Projected	2022/2023 Proposed
Gross Revenue					
MSCP Project Loan Payments	5,000	6,000	15,000	19,200	15,000
Interest	200	200	10	57	25
Total Revenue	5,200	6,200	15,010	19,257	15,025
Expenses					
Transfer to General Fund	-	-	-	-	-
Contract Services	90	-	15,000	-	100
Rehabilitation Projects	10,000	10,000	100	2,847	7,500
Total Expenses	10,090	10,000	15,100	2,847	7,600
Net Fund Revenue	(15,290)	(3,800)	(90)	16,410	7,425
Net Fund Balance (Cash on Hand)	33,084	36,884	72,154	81,577	89,002

Community Development Loan Fund:

The Community Development Loan Fund is a revolving interest free loan program available through the City for home improvement projects. Funds can be used for new roofs, siding, HVAC systems, new porches, sidewalk and more!

Repayment

Loans under \$3,000 require a \$25/month repayment

Loans \$3,001 to \$6,000 require a \$50/month repayment

Loans above \$6,000, repayment will be determined by the Bronson Housing Commission

Applicants must meet income qualifications and be current on property taxes. Applicants must also provide proof of homeowners insurance. Applications can be obtained at City Hall.

