

City of Bronson  
2016-2017 Budget  
Resolution #16-5-7

## Table of Contents

About the City of Bronson	3
<b>Appropriation &amp; Recommendations</b>	
Budget Resolution	5
Budget Message	6-7
City Council Goals & Objectives	8
<b>Summary</b>	
All Funds by Revenue vs. Expenditure	9
<i>Figure A: Summer Taxes 2013</i>	9
<i>Figure B: Winter Taxes 2013</i>	9
<b>The General Fund</b>	
General Fund Summary	10
<i>Figure C: Historic Trends</i>	10
<i>Figure D: FY 2015 General Fund Revenue by Source</i>	11
<i>Figure E: FY 2015 General Fund Expenditures by Dep.</i>	11
General Fund: Revenue	12
<i>Figure F: Historic Trend of Rev. Sharing &amp; Tax Revenue</i>	12
General Fund: Administration	13
General Fund: Police	14
General Fund: Fire	15
General Fund: Department of Public Works	16
General Fund: Parks & Recreation	17
General Fund: Parks & Recreation CIP	18
General Fund: Transfers	19
<i>Figure G: Department of Public Works Staff Time</i>	19
<b>Restricted Funds</b>	
Major Street Fund	20
Local Street Fund	21
Cemetery: Operations Fund	22
Cemetery: Perpetual Care & Redevelopment Funds	23
<b>Enterprise Funds</b>	
Water Fund: Operations	24
Water Fund: Capital Improvement Plan	25
Wastewater Fund: Operations	26
1993 General Obligation Debt Service Fund	27
Wastewater Fund: Capital Improvement Plan	27
<b>Special Funds</b>	
Motor Pool Fund	28
Community Development Revolving Loan Fund	29

## The City Council

Alicia Cole  
*Mayor*

Larry McConn  
*Vice-Mayor*

Janet Cox  
*Council Member*

Jim Kenny  
*Council Member*

Bill Earl  
*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. 2016 will mark the Sesquicentennial (150th) anniversary of the City to be celebrated on 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 2017 Budget

### Resolution #16-6-7

*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 2017 which begins July 1, 2016 and ends June 30, 2017*

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 1, 2016 .

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	16.9482 mills
Fire Protection Equipment Special Assessment	1.000 mills
1993 General Obligation Bond Levy	1.1122 mills

And be it further resolved, that the following revenues and expenditures shall be budgeted for the period July 1, 2016 until June 30, 2017 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	\$1,023,324		\$1,062,874
Administration			\$318,892
Police			\$458,466
Fire			\$44,000
Department of Public Works			\$179,407
Parks & Recreation			\$60,109
Transfer to Other Funds			\$ 2,000
Major Street Fund	\$161,304		\$176,601
Local Street Fund	\$84,090		\$90,360
Fire Sinking Fund	\$25,602		\$35,000
Cemetery Operations Fund	\$11,400	\$5,687	\$17,087
Cemetery- Perpetual Care Fund	\$900		
Cemetery- Redevelopment Fund	\$1,520	\$3,480	\$5,000
1993 General Obligation Debt Service Fund	\$34,700		\$34,650
Wastewater Fund	\$471,390		\$471,390
Water Fund	\$261,361		\$261,361
Motor Pool Fund	\$127,108		\$131,385
Community Development Fund	\$2,930		\$5,000

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 biding 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 1st day of June, 2016.

\_\_\_\_\_  
Karen A. Smith  
City Clerk



**TO:** The Honorable Mayor Cole and Members of the City Council  
**FROM:** Brandon M. Mersman, City Manager  
**RE: Fiscal Year 2017 Budget**  
**Date:** May 9, 2016

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, 2016.

The City's estimated tax revenue collected from real and personal property for the fiscal year is down roughly \$105,000 from FY 2016 levels. The decrease is almost entirely due to the permanent closure of the Bronson Precision Products facility during March of 2016 and the loss of tax revenue from personal property on equipment. The loss represents roughly 16 percent of the general fund revenue.

Faced with this enormous loss of revenue, this budget has been prepared with the goal of reducing the gap between general fund revenues and expenditures as much as possible. As recently as 2012, the City relied on nearly \$50,000 in general fund reserves to complete the year. Over the past few years the City has worked hard to prepare balanced budgets each year. For the 2016 Fiscal Year we expect to finish the year with an estimated surplus of more than \$80,000. As presented, this budget has a General Fund deficit of just over \$41,000. 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 in an effort to eliminate any need to utilize general fund balance by year end.

Other notable highlights and changes to this year's budget:

- *Trash & Recycling*- During the 2016 Fiscal Year the City began offering curbside trash and recycling through a contract with Republic Services. The program began on January 1, 2016 and the cost is \$16.25 per month and is billed on the City's water and sewer bill. The revenue and expenditures for this service is budgeted in the administration budget. This expense is \$131,142 per year and with this new expense the Administration budget is nearly \$100,000 higher than in 2016. Adjusting for this increase, the Administration budget is down more than \$32,000 from the previous year. The City continues to explore more ways to encourage participation in this program along with extending the service to those just outside of the City limits.
- *Motor Pool*- Because the City has been able to extend the life of vehicles and equipment in the Motor Pool fleet, for Fiscal Year 2017 the vehicle and equipment rent that the various City Departments pay to the Motor Pool Fund was reduced by 15 percent. Large reductions in fuel prices has also allowed us to reduce this cost to various City Departments. The City is also expecting to receive USDA grant funding towards the purchase of a new police vehicle. This fund will continue to remain healthy while at the same time reducing General Fund expenditures.
- *Memorial Park*- The redesign and improvements for Memorial Park has been budgeted in four phases. When the plan was initially approved the City planned to add a water feature during the 2016-17 budget year. With reductions in revenue, I pushed back the water feature addition to the park in the hopes of applying for grant funding through the Michigan Department of Natural Resources. Applying for grant funding for the final phases of this project will allow us to finish these improvements in 2018.



- *Water & Sewer-* By January of 2018, the City will need to develop an Asset Management Plan for the City's water system. The City anticipates that a Sewer Asset Management Plan will also be required in the coming years ahead. In anticipation of both of these upcoming expenditures, these expenses have been budgeted in the Water Fund Capital Improvement Plan and the Wastewater Fund Capital Improvement Fund over a two-year and three-year period respectively. During the summer of 2016 the City will also be making large investments in water main associated with the reconstruction of Matteson Street. Water main on portions of Rudd, Grant, and W. Corey will also see improvements as part of this project. \$442,200 has been budgeted in the Water Fund Capital Improvement Fund for these water main improvements.
- *Fire Department-* As the Bronson Fire Association prepares to budget for new Self Contained Breathing Apparatuses (SCBA's), a necessary piece of equipment for firefighters, the City's portion paid to the Fire Association will be considerably higher for a two year period. For Fiscal Year 2017 and 2018, the estimated portion the City will pay for dues and equipment will be \$44,000 per year. For Fiscal Year 2016, the City's dues to the Fire Association was \$25,000.

Continued challenges to consider in the future:

- Major and Local Streets will see a small increase in revenue as a result of new legislation enacted in late 2015 by the State of Michigan. However, even with this funding increase these funds will not generate enough revenue to provide preventative maintenance or the necessary improvements our roads need. In 2016 Matteson Street will be fully reconstructed and will be paid for through state and federal grants. The City will be responsible for all of the engineering for the project, \$50,000 of which will come from Major Streets. Due to this expense the City will not have any additional funds to perform any preventative maintenance during the fiscal year.
- Between 2002 and 2012, Michigan was one of only four states that reduced investments in local governments. During this same period of time, Michigan was the only state in the country where local revenues declined. While property values and other revenues have declined significantly, local governments still have very few tools to regain lost revenue without cutting essential services. The State of Michigan continues to believe that they can balance their budget on the backs of local governments. This continues to be of grave concern to the City.

The closure of Bronson Precision Products is a tremendous blow to the community as well as the City's budget. The City of Bronson has faced numerous challenges and changes over its 150 year history and we will overcome this set back and continue to prosper as we have in the past.

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 2016-2017

### **Goal: Business Retention and Attraction**

-Continue strategy of focusing on current employers and businesses and working with them to see expansion

-Implement benchmarks of the Redevelopment Ready Communities approach and engage related MEDC resources

### **Goal: Enhance and Undertake Bronson “place-making” Activities**

-Look for ways to implement the Walkability Study performed by MDOT in September 2013

-Develop the recently purchased former Northeastern Rail Line for non-motorized trail usage.

-Work towards the implementation of the goals set forth in the 2016-2020 Parks and Recreation Master Plan

-Continue working with and supporting the Downtown Development Authority

-Work 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**

-Work with DEQ programs surrounding the SAW Grant

-Continue collaboration with Kalamazoo Area Transportation Study and Branch County Road Commission for street improvement targets and work

-Plan for Matteson Street improvements in FY 2016

-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 to perform streetlight audit and potential street-lighting improvements



**All Funds by Revenue vs. Expenditures**

Fund	Gross Revenue	Operating Expenditures	Capital Depreciation	Gain (Loss)
General Fund	1,021,324	1,062,874	0	(41,551)
Fire Sinking Fund	25,602	35,000	0	(9,398)
Major Street Fund	161,304	176,601	0	(15,297)
Local Street Fund	84,090	90,360	0	(6,271)
Cemetery Fund- Operations	11,400	17,087	0	(5,687)
Cemetery Fund- Perpetual Care	900	0	0	(0)
Cemetery Fund- Redevelopment	1,520	5,000	0	(3,480)
1993 General Obligation Debt Service Fund	34,700	34,650	0	50
Water Fund	265,791	205,582	60,209	(0)
Wastewater Fund	471,392	346,133	125,259	(0)
Motor Pool Fund	127,108	101,385	30,000	(4,277)
Community Development Fund	2,850	5,000	0	(2,150)

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.

Figure A

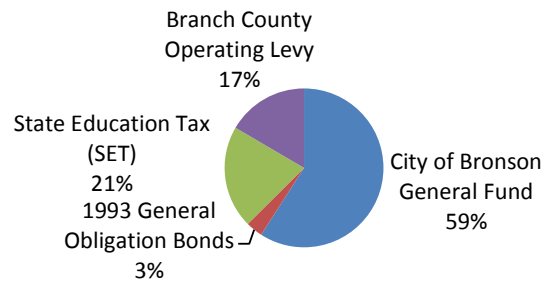
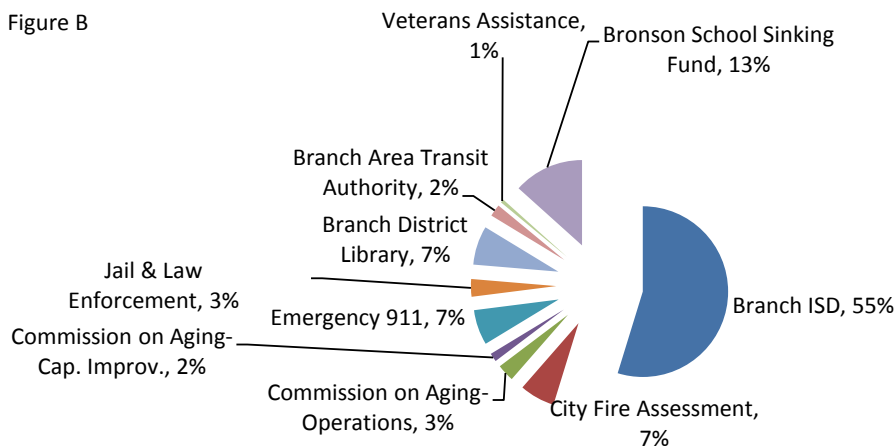
**Summer Taxes  
2015**

Figure B

**Winter Taxes  
2015**

	2013/2014	2014/2015	2015/2016	2015/2016	2016/2017
<b>General Fund Summary</b>	Actual	Actual	Budget	Projected	Proposed
<b>Revenue</b>					
<b>Total Operating Revenue</b>	<b>974,158</b>	<b>965,633</b>	<b>977,605</b>	<b>1,045,641</b>	<b>1,021,324</b>
<b>Expenses</b>					
Administration	213,579	204,802	214,985	227,169	314,142
Police Department	428,258	454,674	469,310	457,541	458,465
Fire Department	36,619	40,496	25,000	27,780	44,000
Department of Public Works	175,584	193,036	185,002	167,113	179,408
Parks & Recreation	50,569	54,487	59,497	61,297	60,109
Transfers to other Funds	60,066	37,750	25,300	28,619	6,750
<b>Total Operating Expenses</b>	<b>964,675</b>	<b>985,244</b>	<b>979,094</b>	<b>969,609</b>	<b>1,062,874</b>
<b>Net of Revenue and Expenses</b>	<b>9,483</b>	<b>(19,611)</b>	<b>(1,489)</b>	<b>80,847</b>	<b>(41,551)</b>
<b>Net Fund Balance (Cash on Hand)</b>	<b>349,115</b>	<b>329,504</b>	<b>369,607</b>	<b>465,365</b>	<b>423,814</b>
Fund Balance as Percent of Expenditures	36%	33%	34%	48%	40%

Figure C

### Historic Trends for Revenues, Expenditures, and Fund Balance (1990-2015 & Proposed 2017)

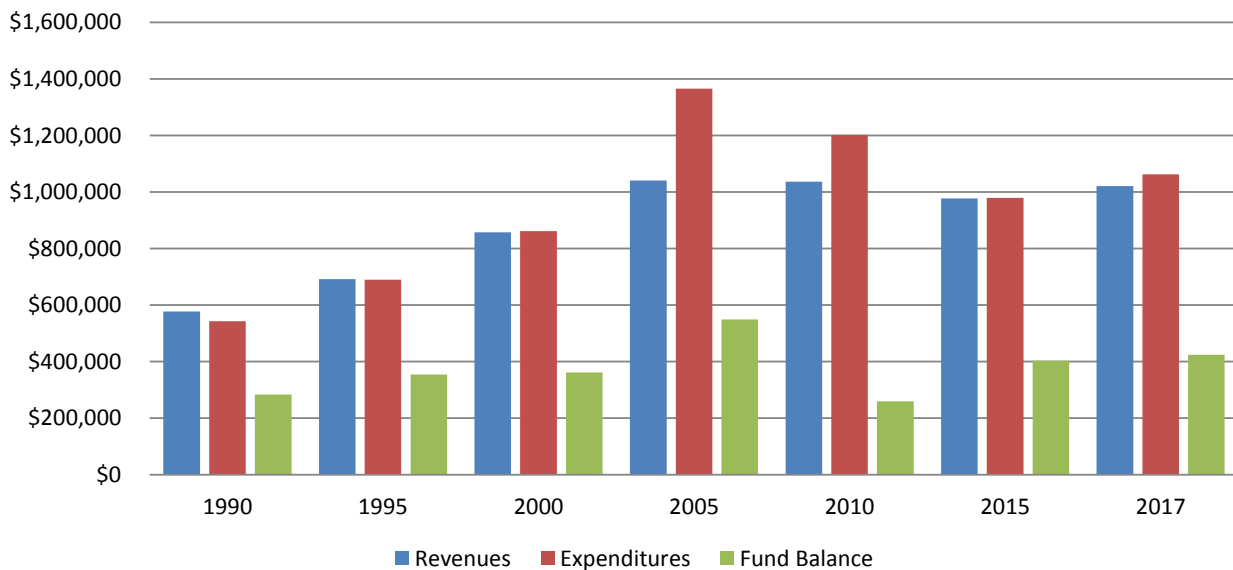


Figure D

### FY 2017 General Fund Revenue by Source

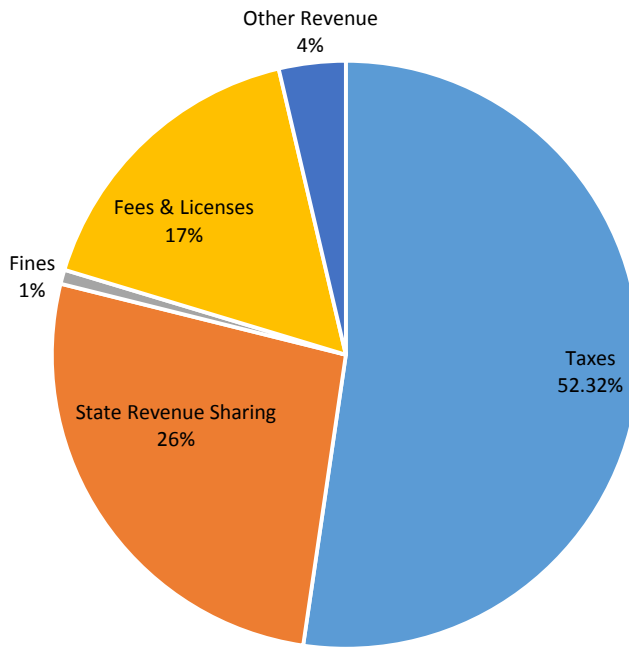
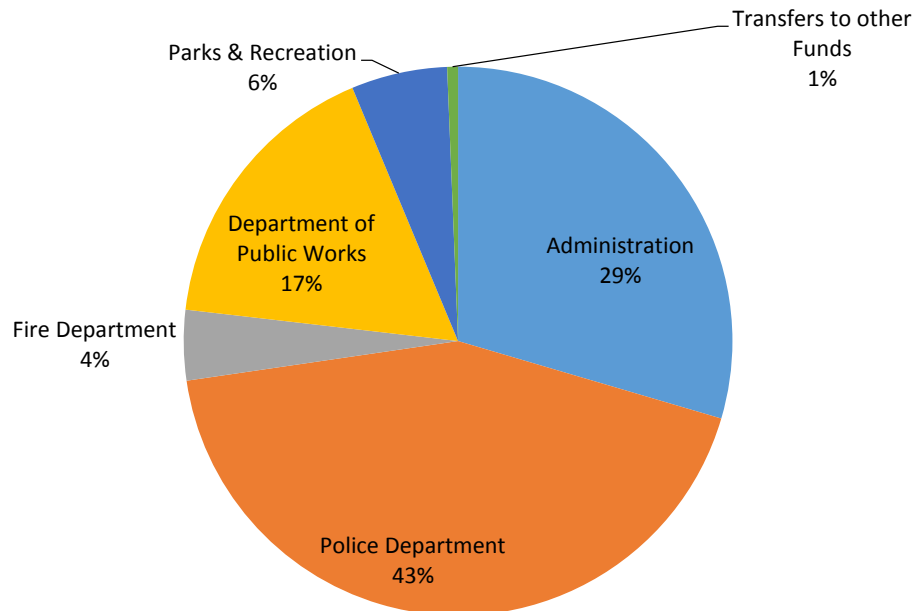


Figure E

### FY 2017 General Fund Expenditures by Department

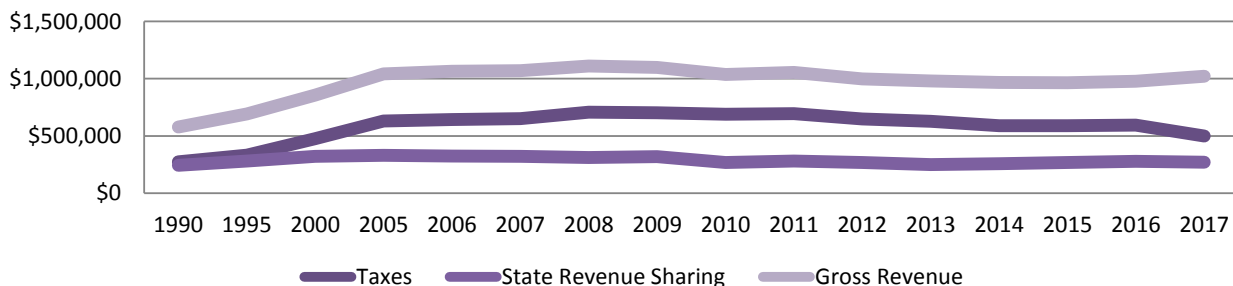


	2013/2014	2014/2015	2015/2016	2015/2016	2016/2017
<b>General Fund Revenue</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Proposed</b>
<i>Taxes</i>					
General Operating Levy	599,478	589,904	593,105	591,793	499,823
Tax Penalties	6,485	5,250	5,000	4,156	5,000
Delinquent Personal Property Tax	694	500	0	226	0
Personal Property Tax Reimbursement				16,263	16,000
City IFT Real & Personal	16,096	14,342	13,000	13,036	1,500
Payment in Lieu of Tax (PILOT)	1,700	3,000	2,900	3,654	2,900
Tax Administration Fee	10,089	9,000	9,000	10,960	9,000
Trailer Park Tax	135	150	150	126	150
<i>Revenue Sharing</i>					
Constitutional Revenue Sharing	175,158	182,369	190,000	179,314	184,568
Economic Vitality Incentive Program (EVIP)	83,506	86,718	87,000	86,720	86,720
<i>Fines</i>					
District Court Fines	8,606	7,500	7,500	10,024	7,500
Ordinance Fines	380	500	500	1,386	500
<i>Fees &amp; Leases</i>					
Trash & Recycling				56,532	101,163
Franchise Fees	22,214	20,750	20,950	18,169	20,950
Licenses & Fees	2,948	2,250	2,500	4,313	3,050
Park Rental Fees	1,670	1,700	1,800	1,600	1,500
Agriculture Leases	13,200	13,000	15,000	15,000	15,000
Watertower Leases	28,427	28,000	28,500	25,585	28,500
<i>Other Revenue</i>					
Interest	2,025	700	700	1,130	500
Sale of Fund Assets	591	0	0	669	0
Contributions from Other Funds				0	35,000
Contributions - Private Source				2,000	
Miscellaneous Revenue	755	0	0	2,985	2,000
<b>Total Operating Revenue</b>	<b>974,158</b>	<b>965,633</b>	<b>977,605</b>	<b>1,045,641</b>	<b>1,021,324</b>

<b>Restricted Revenue</b>					
Police Training Fund (PA 302)	1,458	0	0	515	500
Police Salvage Fund	1,900	2,000	2,000	4,300	1,500
<b>Total Restricted Revenue</b>	<b>3,358</b>	<b>2,000</b>	<b>2,000</b>	<b>4,815</b>	<b>2,000</b>

Figure F

### Historic Trend of Revenue Sharing and Tax Revenue 1990-Present



# Fiscal Year 2017 Budget

	2013/2014	2014/2015	2015/2016	2015/2016	2016/2017
<b>Administration</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Proposed</b>
City Council Salaries	1,200	1,700	3,900	4,700	3,900
Wages & Benefits	97,430	103,052	104,535	89,107	99,472
Office Administration	11,799	13,450	21,950	19,703	14,450
Building Expense	1,338	1,450	1,000	467	2,000
Professional Services	34,235	36,700	35,900	8,728	11,900
Statutory Expenses	2,464	3,250	2,000	2,902	2,000
Professional Development & Travel	4,366	5,400	6,300	4,876	6,900
Utilities	4,391	4,100	3,900	3,287	3,900
Maintenance & Service Contracts	8,596	11,000	14,000	17,289	14,000
Memberships & Dues	5,052	5,700	6,000	4,341	6,000
Public Relations	4,100	4,000	4,500	6,573	4,500
Property & Liability Insurance	6,412	7,000	7,000	7,024	7,500
Trash Contract			0	51,763	131,620
Miscellaneous Expenses	32,195	8,000	4,000	6,409	6,000
<b>Administration Operating Expense Total</b>	<b>213,579</b>	<b>204,802</b>	<b>214,985</b>	<b>227,169</b>	<b>314,142</b>

The Administration Budget covers costs for the City Council and City Hall operations as well as the newly implemented trash and recycling services. Staff costs are shared with other funds. Statutory expenses are expected to increase with a primary and a general election planned.



Brandon M. Mersman  
City Manager



Karen A. Smith  
Clerk/Treasurer/Assessor



Lori Buys  
Administrative Assistant

# Fiscal Year 2017 Budget

	2013/2014	2014/2015	2015/2016	2015/2016	2016/2017
<b>Police</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Proposed</b>
Wages & Benefits	361,888	391,268	397,985	368,235	371,785
Office Administration	4,449	7,750	5,175	1,498	2,700
Building Expense	6,658	3,350	3,700	6,434	5,924
Equipment & Supplies	2,674	3,800	4,800	3,605	4,800
Uniforms	2,869	3,250	3,550	4,618	3,675
Professional Development	3,575	6,400	6,650	3,254	4,650
Utilities	3,796	3,700	3,800	2,746	2,800
Maintenance & Service Contracts	911	1,000	1,000	420	600
Public Relations	0	500	250	0	250
Professional Services				24,000	24,000
Property & Liability Insurance	4,995	5,500	5,500	5,841	5,841
Miscellaneous Expenses	1,439	1,000	500	360	500
Vehicles	35,004	27,156	36,400	36,400	30,940
<b>Police Operating Expense</b>	<b>428,258</b>	<b>454,674</b>	<b>469,310</b>	<b>457,541</b>	<b>458,465</b>

<b>Police Salvage Fund</b>					
Salvage Revenue	1,900	2,000	2,000	4,300	2,000
Salvage Expenses	1,012	500	500	550	500
<b>Net Fund Revenue</b>	<b>888</b>	<b>1,500</b>	<b>1,500</b>	<b>3,750</b>	<b>1,500</b>

<b>Net Salvage Fund Balance (Cash on Hand)</b>	<b>3,673</b>	<b>5,173</b>	<b>9,373</b>	<b>15,054</b>	<b>16,554</b>
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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.

## 2015 Police Department Statistical Summary

Complaints	3210
Service Calls	2469
Assists to other Agencies	213
Accidents	35
Traffic Stops	1077



Chief  
Steve Johnson

Deputy Chief  
Brad McConn

Officer  
Jody Fuller

Officer  
Scott Bogard

The Police Department also oversees our crossing guard program. Julie LaPratt helps students along Corey Street cross safely to and from Anderson School. Duane Washburn works the corner at Ruggles Street and US 12 while Betty Washburn assists the kids crossing at the intersection of Lincoln Street

Fiscal Year 2017 Budget

<b>Fire Funds</b>	2013/2014	2014/2015	2015/2016	2015/2016	2016/2017
<b>Fire Operations Fund (101-335)</b>	Actual	Actual	Budget	Projected	Proposed
Wages & Benefits	43,246	43,496	0	0	0
Utilities	6,159	5,200	0	0	0
Building Expense	2,446	4,200	0	0	0
Bronson Fire Association Dues	(15,770)	(13,000)	25,000	27,383	44,000
Property & Liability Insurance	537	600	0	397	0
<b>Fire Fund Operation Total</b>	<b>36,619</b>	<b>40,496</b>	<b>25,000</b>	<b>27,383</b>	<b>44,000</b>
<b>Fire Sinking Fund (206)</b>					
Revenue					
Fire Protection Equipment Special Assessment	25,744	25,065	25,234	25,323	25,602
General Fund Transfer	0	0	0	0	0
Interest	13	0	0	52	0
<b>Total Revenue</b>	<b>25,757</b>	<b>25,065</b>	<b>25,234</b>	<b>25,375</b>	<b>25,602</b>
Expense					
Transfer to General Fund	0	0	0	0	35,000
Loan Payment	28,617	15,566	0	0	0
Bond Interest	0	0	0	0	0
<b>Total Expense</b>	<b>28,617</b>	<b>15,566</b>	<b>0</b>	<b>0</b>	<b>35,000</b>
<b>Net Fund Revenue</b>	<b>(2,860)</b>	<b>9,499</b>	<b>25,234</b>	<b>25,284</b>	<b>(9,398)</b>
<b>Net Fire Sinking Fund Balance (Cash on Hand)</b>	<b>5,574</b>	<b>15,073</b>	<b>39,496</b>	<b>36,761</b>	<b>27,363</b>

The 2015/2016 Fiscal Year was the first year that the Association rather than the City was responsible for utility costs and maintenance on the building. The Police Department continues to be housed in their portion of the building.

As the Bronson Fire Association prepares to budget for new Self Contained Breathing Apparatuses' (SCBA's), a necessary piece of equipment for firefighters, the City's portion paid to the Fire Association will be considerably higher for a two year period. For Fiscal Year 2017 and 2018, the estimated portion the City will pay for dues and equipment will be \$44,000 per year. For Fiscal Year 2016, the City's dues





Fiscal Year 2017 Budget

	2013/2014	2014/2015	2015/2016	2015/2016	2016/2017
<b>Department of Public Works</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Proposed</b>
Wages & Benefits	90,972	98,205	97,111	88,378	84,629
Office & Building Expense	1,947	3,400	3,000	9,018	5,950
Utilities	9,896	6,200	7,000	5,541	7,000
Professional Development	328	600	600	263	850
Uniforms & Laundry	2,411	2,250	2,350	2,100	2,600
Equipment & Supplies	1,542	2,200	2,250	4,169	4,500
Street Lighting	48,922	49,000	46,000	39,327	53,262
City Trash & Public Recycling	6,949	5,500	5,500	397	0
Maintenance & Service Contracts	785	7,500	8,500	1,030	8,500
Miscellaneous	7,298	1,000	1,000	5,518	0
Property & Liability Insurance	2,782	3,200	3,200	3,881	4,750
Sidewalk Maintenance	0	4,000	1,000	0	1,000
Vehicles & Equipment	1,752	9,982	7,491	7,491	6,367
<b>Total Department of Public Works</b>	<b>175,584</b>	<b>193,036</b>	<b>185,002</b>	<b>167,113</b>	<b>179,408</b>



Joseph Swain  
Laborer



Phil Slisher  
Laborer



Adam Rissman  
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).

During the past year, the Department of Public Works was restructured. Chuck Buckley's role as the City's Utilities Director was expanded to also include managing the day-to-day operations of the Department of Public Works as the Department's Director. Joseph Swain was also brought on board as a Laborer. Joseph is also being cross-trained to perform tasks at the Wastewater Treatment Plant.

	2013/2014	2014/2015	2015/2016	2015/2016	2016/2017
<b>Parks &amp; Recreation</b>	Actual	Actual	Budget	Projected	Proposed
Wages & Benefits	12,380	13,374	11,797	8,755	9,831
Building Maintenance	5,226	2,000	6,500	6,458	1,650
Grounds & Landscape Maintenance	6,345	8,500	10,500	14,345	21,600
Recreation Programing	11,000	11,000	11,000	11,000	8,100
Utilities	4,107	5,400	5,400	4,619	5,400
Service Contracts	10,469	7,250	8,500	10,342	8,500
Property & Liability Insurance	537	650	650	628	650
Vehicles & Equipment	504	6,313	5,150	5,150	4,378
<b>Total Parks &amp; Recreation</b>	<b>50,569</b>	<b>54,487</b>	<b>59,497</b>	<b>61,297</b>	<b>60,109</b>



The Community Garden at **Kiwanis Park** provides free garden space to area residents. Water and space is supplied by the City. Local volunteers organize the plots and help maintain the area. Over 20 people have plots in the garden and many of them also donate some of their produce to the Bronson Area Food Pantry.

In early 2016, the City of Bronson approved its first ever Five Year Parks and Recreation Master Plan. The Master Plan will serve as a guide for future decision making for City parks and will allow the City to apply for Michigan Department of Natural Resources grant funding in the future.

**CITY OF BRONSON COMMUNITY PARKS  
AND RECREATION PLAN**  
PARKS AND RECREATION MASTER PLAN  
2016-2020



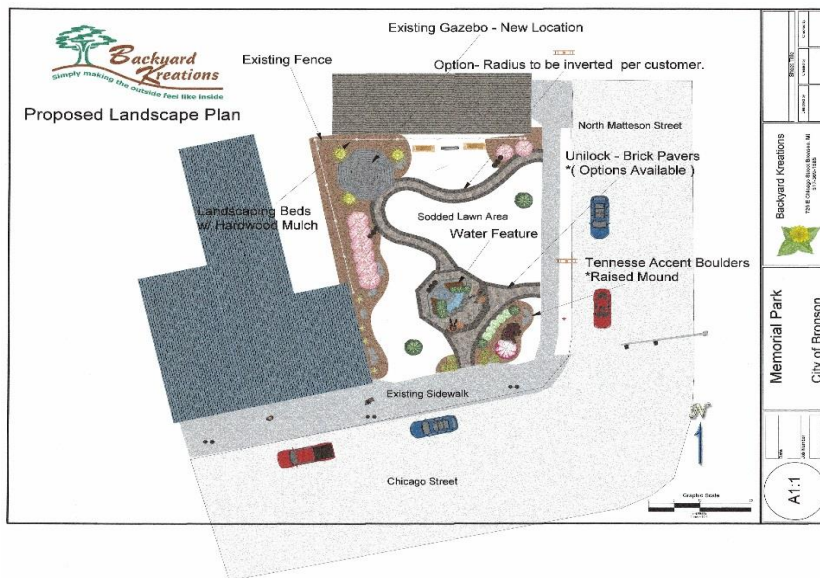
Fiscal Year 2017 Budget

Parks & Recreation	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021
Capital Improvement Plan	Projected	Projected	Projected	Projected	Projected
Memorial Park Improvements	2,000	15,000	5,000		
Greenwald Park Mulch Update	3,000				
Bronson's Backyard Repairs	2,000				
Replace Swings & Ballfield Gravel	1,000				
Kiwanis Park Playground Enhancements		2,000	2,000	2,000	2,000
Picnic Table Purchases		1,000	1,000		
Railroad Recreation Trail			7,000	7,000	50,000
Douglas Park Mulch Update				2,000	
Kiwanis Park Bathroom Updates		5,000	2,000		
<b>Total</b>	<b>8,000</b>	<b>23,000</b>	<b>17,000</b>	<b>11,000</b>	<b>52,000</b>



Left: This August we will have our fifth annual Concerts in the Park series at **Memorial Park**. The concerts continue to be a popular event and draw area residents to downtown Bronson.

Below: The City is in the midst of a redevelopment project in Memorial park in honor of longtime Mayor Thomas Rissman. Phase I of the project involved relocating the gazebo to the northwest corner of the park to accommodate larger crowds for the Music in the Park. Phase II involved a brick paved walk way leading through the park and was completed in late 2015. Phase III will involve minor landscaping improvements. Phase IV (2017-18) will involve the creation of a water feature as well as landscaping and irrigation improvements. The City plans to apply for state grant funding for Phase IV improvements.



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 2017 Budget

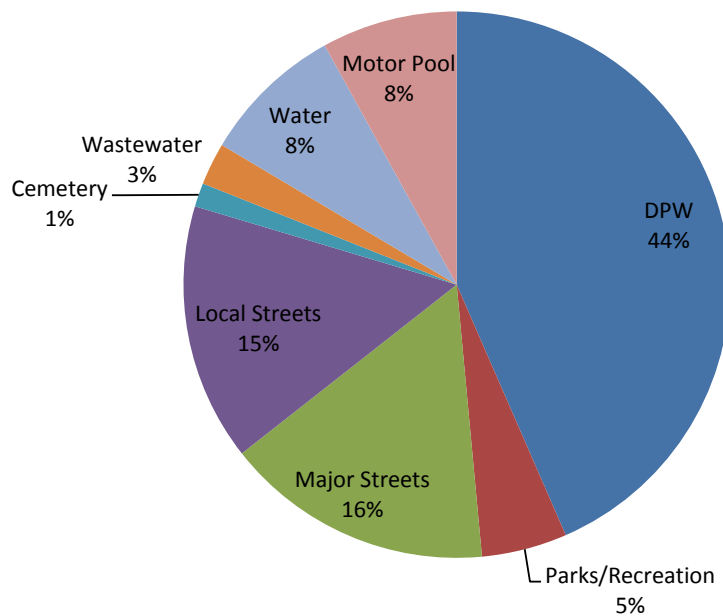
	2013/2014	2014/2015	2015/2016	2015/2016	2016/2017
<b>General Fund Transfers</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Proposed</b>
To the Cemetery Fund	7,500	7,000	0	0	0
To the Fire Sinking Fund	0	0	0	0	0
To the Local Street Fund	49,000	26,000	20,550	25,000	0
To the Major Street Fund	0	0	0	0	2,000
Library Maintenance	3,566	4,750	4,750	3,619	4,750
<b>Total Transfers</b>	<b>60,066</b>	<b>37,750</b>	<b>25,300</b>	<b>28,619</b>	<b>6,750</b>

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.

By court order from the 1940s, the City of Bronson and Bronson Township split in half the maintenance costs for the Bronson Library building. The building is owned by Bronson Township and most of the parking lot is owned by the City of Bronson. We work collaboratively with the Township and the Branch District Library to provide this service to our area.

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 other tasks.



Fiscal Year 2017 Budget

	2013/2014	2014/2015	2015/2016	2015/2016	2016/2017
<b>Major Street Fund</b>	Actual	Actual	Budget	Projected	Proposed
<b>Gross Fund Revenue</b>					
Michigan Gas & Weight Taxes (Act 51)	128,513	127,014	130,684	132,352	159,254
Interest	71	0	0	65	50
Transfer from General Fund	0	0	0		2,000
Miscellaneous Income	8,240	0	100,000	0	0
<b>Total Fund Revenue</b>	<b>136,825</b>	<b>127,014</b>	<b>230,684</b>	<b>132,417</b>	<b>161,304</b>
<b>Major Construction/Rehabilitation</b>					
<b>Street Construction</b>	<b>0</b>	<b>0</b>	<b>85,000</b>	<b>0</b>	<b>50,000</b>
<b>Summer Operations</b>					
Wages & Benefits	24,672	28,413	22,223	16,399	18,154
Street Maintenance Supplies	6,671	18,500	28,000	23,642	27,850
Property & Liability Insurance	1,075	1,300	1,400	1,257	1,400
Engineering & Consulting Services	0	0	15,000	0	15,000
Curb, Gutter & Storm Sewer	0	0	0	4,475	0
Vehicles & Equipment	24,000	17,989	9,364	9,364	7,959
<b>Total Summer Operations</b>	<b>56,419</b>	<b>66,202</b>	<b>75,987</b>	<b>55,137</b>	<b>70,363</b>
<b>Winter Operations</b>					
Wages & Benefits	20,014	16,763	15,380	12,328	16,090
Street Maintenance Supplies	1,045	1,000	1,000	398	1,000
Road Salt	3,265	5,000	9,000	4,723	2,800
Vehicles & Equipment	18,000	16,950	12,174	12,174	10,348
<b>Total Winter Operations</b>	<b>42,323</b>	<b>39,714</b>	<b>37,553</b>	<b>29,623</b>	<b>30,237</b>
<b>Transfer to Local Street Fund</b>	<b>15,000</b>	<b>20,000</b>	<b>30,500</b>	<b>25,000</b>	<b>26,000</b>
<b>Total of Operations, Construction &amp; Transfer</b>	<b>113,742</b>	<b>125,915</b>	<b>229,041</b>	<b>109,760</b>	<b>176,601</b>
<b>Net Fund Revenue</b>	<b>23,082</b>	<b>1,099</b>	<b>1,643</b>	<b>22,657</b>	<b>(15,297)</b>
<b>Net Fund Balance (Cash on Hand)</b>	<b>37,597</b>	<b>38,696</b>	<b>25,975</b>	<b>60,774</b>	<b>45,477</b>

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.

Fiscal Year 2017 Budget

	2013/2014	2014/2015	2015/2016	2015/2016	2016/2017
<b>Local Street Fund</b>	Actual	Actual	Budget	Projected	Proposed
<b>Gross Fund Revenue</b>					
Michigan Gas & Weight Taxes (Act 51)	45,219	44,719	46,342	62,881	56,090
Interest	15	0	0	12	0
Transfer from General Fund	49,000	26,000	20,550	25,000	2,000
Transfer from Major Street Fund	15,000	20,000	30,500	25,000	26,000
Miscellaneous Income	10,674	0	0	7,003	0
<b>Total Fund Revenue</b>	<b>119,909</b>	<b>90,719</b>	<b>97,392</b>	<b>119,896</b>	<b>84,090</b>
<b>Debt Service</b>					
<b>Debt Service Payments and Fees</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Summer Operations</b>					
Wages & Benefits	24,166	25,120	21,936	17,159	17,950
Street Maintenance Supplies	4,212	10,000	17,500	22,330	16,000
Property & Liability Insurance	822	1,000	900	961	1,000
Curb, Gutter & Storm Sewer	0	0	0	900	1,000
Maintenance & Service Contracts	12	10	10,000	11,283	10,800
Vehicles & Equipment	21,492	13,330	12,174	12,174	10,348
<b>Total Summer Operations</b>	<b>50,691</b>	<b>49,451</b>	<b>52,510</b>	<b>64,807</b>	<b>57,098</b>
<b>Winter Operations</b>					
Wages & Benefits	19,100	14,896	14,907	11,410	15,325
Street Maintenance Supplies	774	1,000	1,000	1,921	1,000
Road Salt	3,265	6,000	13,500	7,779	4,200
Vehicles & Equipment	16,500	17,229	14,983	14,983	12,736
<b>Total Winter Operations</b>	<b>39,639</b>	<b>39,125</b>	<b>44,389</b>	<b>36,093</b>	<b>33,263</b>
<b>Total of Operations &amp; Debt Service</b>	<b>90,330</b>	<b>88,575</b>	<b>96,899</b>	<b>100,900</b>	<b>90,360</b>
<b>Net Fund Revenue</b>	<b>29,579</b>	<b>2,144</b>	<b>493</b>	<b>18,996</b>	<b>(6,271)</b>
<b>Net Fund Balance (Cash on Hand)</b>	<b>14,222</b>	<b>16,366</b>	<b>(21,370)</b>	<b>31,538</b>	<b>25,267</b>

<b>Street Facts</b>	
Miles of Major Streets	5.61
Miles of Local Streets	8.84
Tons of salt used in 2014/15	100
Cost per ton of salt	\$61
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 the State of Michigan's 2017 fiscal year the City will receive an increase of \$9,748 for Local Streets and an increase of \$28,570 for Major Streets for a total of \$38,318 in new revenue for the City's 2017 fiscal year. The increase is due to new transportation revenue bills passed by the State in late 2015. With the reconstruction of Matteson Street in 2016, this additional revenue is still not enough to properly fund these accounts. For 2017 Major and Local Streets will be required to use a portion of fund balance from previous years.



Fiscal Year 2017 Budget

<b>Cemetery Funds</b>	2013/2014	2014/2015	2015/2016	2015/2016	2016/2017
<b>Cemetery Operations Fund (209)</b>	Actual	Actual	Budget	Projected	Proposed
<b>Gross Revenue</b>					
Operational Revenue	4,983	6,900	6,400	4,488	6,400
Transfer from General Fund	7,500	7,000	0	0	0
Transfer from Other Funds	0	0	11,500	17,000	5,000
Interest	8	0	0	18	0
<b>Total Fund Revenue</b>	<b>12,491</b>	<b>13,900</b>	<b>17,900</b>	<b>21,506</b>	<b>11,400</b>
<b>Operational Costs</b>					
Wages & Benefits	3,686	5,099	4,981	3,531	3,619
Landscaping & Grounds	171	250	750	2,245	500
Service Contracts	7,587	6,000	11,000	8,277	11,000
Publishing	43	75	75	0	75
Property & Liability Insurance	279	253	300	296	300
Buildings	2,100	0	0	0	0
Vehicles & Equipment	1,020	2,110	1,873	1,873	1,592
<b>Total Operational Costs</b>	<b>14,886</b>	<b>13,788</b>	<b>18,978</b>	<b>16,222</b>	<b>17,086</b>
<b>Net Fund Revenue</b>	<b>(2,395)</b>	<b>112</b>	<b>(1,078)</b>	<b>5,284</b>	<b>(5,687)</b>
<b>Net Fund Balance (Cash on Hand)</b>	<b>6,345</b>	<b>6,457</b>	<b>3,566</b>	<b>6,674</b>	<b>987</b>

The Cemetery Operations Fund receives revenue primarily from the sale of graves and expenses charged for burial services. Our staff works closely with area funeral homes to ensure arrangements are handled for those who have passed.

*Rates*

Below is a summary of the most common charges at our cemetery. Rates should likely be reviewed in the coming year since updates have not been made since 2006.

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

Interment: \$375 weekday, non-frost and \$500 after hours, non-frost

Cremation Placement: \$150 weekday, non-frost and \$275 after hours, non-frost

When there is frost, we add an additional \$50 to each charge to account for the extra equipment needed to open the ground.

*Cemetery Software*

We recently purchased cemetery management software and we are working on entering cemetery records into the system that date back to the early 1800's. Once everything is entered into the program it will make it easier to manage the records of those who are buried and track the ownership of lots. In the future, we hope to put cemetery data on our website. This will aid those doing genealogical research and those planning arrangements.



<b>Cemetery Funds (continued)</b>	2013/2014	2014/2015	2015/2016	2015/2016	2016/2017
<b>Cemetery Perpetual Care Fund (211)</b>	Actual	Actual	Budget	Projected	Proposed
<b>Gross Revenue</b>					
Lot sales	1,350	1,650	600	750	900
Interest	52	0	0	45	0
<b>Total Fund Revenue</b>	<b>1,402</b>	<b>1,650</b>	<b>600</b>	<b>795</b>	<b>900</b>
<b>Perpetual Care Costs</b>					
<b>Transfer to Cemetery Operations</b>	<b>0</b>	<b>0</b>	<b>6,500</b>	<b>12,000</b>	<b>0</b>
<b>Net Fund Revenue</b>	<b>1,402</b>	<b>1,650</b>	<b>(5,900)</b>	<b>(11,205)</b>	<b>900</b>
<b>Net Fund Balance (Cash on Hand)</b>	<b>19,084</b>	<b>20,734</b>	<b>14,724</b>	<b>10,843</b>	<b>11,743</b>

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  
 180  
 Single graves remaining  
 88  
 Baby graves remaining  
 51

**Cemetery Burials Per Year:**

2011	1
2012	7
2013	10
2014	9
2015	13
2016 (YTD)	2

<b>Cemetery Redevelopment Fund (213)</b>					
<b>Gross Revenue</b>					
Agriculture Leases	0	1,520	1,520	1,520	1,520
Interest	94	0	0	42	0
<b>Total Fund Revenue</b>	<b>94</b>	<b>1,520</b>	<b>1,520</b>	<b>1,562</b>	<b>1,520</b>
<b>Transfer to Cemetery Operations Fund</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Net Fund Revenue</b>	<b>94</b>	<b>1,520</b>	<b>(3,480)</b>	<b>(3,438)</b>	<b>(3,480)</b>
<b>Net Fund Balance (Cash on Hand)</b>	<b>7,920</b>	<b>9,440</b>	<b>7,507</b>	<b>8,890</b>	<b>6,934</b>

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 2017 Budget

	2013/2014	2014/2015	2015/2016	2015/2016	2016/2017
<b>Water Fund</b>	Actual	Actual	Budget	Projected	Proposed
<b>Gross Revenue</b>					
Service Charges	226,106	233,370	260,000	194,143	252,061
Disconnection Fees	2,800	2,000	2,000	2,490	2,000
Penalties	4,500	5,000	5,000	4,365	5,000
New Service Fees	100	100	0	610	0
Interest	2,431	1,000	2,300	1,579	2,300
<b>Total Fund Revenue</b>	<b>235,937</b>	<b>241,470</b>	<b>269,300</b>	<b>203,187</b>	<b>261,360</b>
<b>Operational Expenses</b>					
Wages & Benefits	116,816	98,339	122,510	104,853	122,631
Office & Printing	1,600	1,500	3,600	3,138	1,700
Professional Development	1,200	1,500	1,750	1,170	1,750
Tools, Chemicals, Supplies & Equipment	22,550	22,550	22,550	9,305	22,550
Buildings	1,250	500	500	2,524	2,500
Engineering/Consulting	2,000	2,500	1,000	0	1,000
Maintenance & Service Contracts	3,500	4,000	8,000	6,459	8,000
State Licenses	2,000	2,000	2,000	1,672	2,000
Miscellaneous	100	100	100	50	100
Property & Liability Insurance	2,500	2,500	2,500	2,366	2,500
Electricity	8,000	8,500	8,500	8,796	8,500
Water System Repair & Maintenance	15,000	15,000	15,000	784	10,000
Vehicles & Equipment	23,000	27,481	21,082	21,082	17,920
<b>Total Operational Expenses</b>	<b>199,516</b>	<b>186,470</b>	<b>209,092</b>	<b>162,199</b>	<b>201,151</b>
<b>Funded Depreciation</b>					
<b>Capital Depreciation</b>	<b>35,000</b>	<b>55,000</b>	<b>60,208</b>	<b>60,209</b>	<b>60,209</b>
<b>Total Expenses &amp; Depreciation</b>	<b>234,516</b>	<b>241,470</b>	<b>269,300</b>	<b>222,408</b>	<b>261,360</b>
<b>Net Fund Revenue</b>	<b>1,421</b>	<b>0</b>	<b>0</b>	<b>(19,221)</b>	<b>0</b>
<b>Net Fund Balance (Cash on Hand)</b>	<b>811,880</b>	<b>811,880</b>	<b>822,626</b>	<b>939,779</b>	<b>442,079</b>

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

2016/2017 Highlights:

The summer of 2016 will see the replacement and upgrade of water mains associated with street improvements on S. Matteson Street, and portions of Rudd, Grant, and W. Corey- Total cost of the watermain work is expected to total \$442,200.



## Fiscal Year 2017 Budget

<b>Water Fund</b>	<b>2016/2017</b>	<b>2017/2018</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>
<b>Capital Improvement Plan</b>	<b>Budget</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
Install generator hook-up at Well #4	5,500				
Install new meters at wells	10,000				
Inspect & possibly repaint Water Tower interior		45,000			
Asphalt well house driveways				22,000	
Inspect & possibly rehab pumps for both wells			45,000		
Water System Asset Management Plan	10,000	10,000			
Watermain Improvement & Replacement	442,200				
Distribution system improvements as needed	30,000	30,000	30,000	30,000	30,000
<b>Total</b>	<b>497,700</b>	<b>85,000</b>	<b>75,000</b>	<b>52,000</b>	<b>30,000</b>



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 \$14.00 per month for water service and \$27.85 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 use is metered and we charge \$1.30 per 1,000 gallons of water used. Sewer use is charged \$1.43 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

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. In 2015, we did not have any violations for drinking water safety and we continue to maintain a very safe system.

Nearly 14 miles of pipes are used to distribute water throughout the City. In 2012, the City developed a plan to improve the water system. During the summer of 2016, the City will be reconstructing portions of water main along Rudd, Park, and W. Corey. Improvements will be made while Matteson Street is resurfaced.

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 2017 Budget

	2013/2014	2014/2015	2015/2016	2015/2016	2016/2017
<b>Wastewater Fund</b>	Actual	Actual	Budget	Projected	Proposed
<b>Gross Revenue</b>					
Services Charges	367,842	416,208	459,500	314,724	461,892
Penalties	6,753	7,000	7,000	7,444	7,000
Industrial Pretreatment Program Fees	401	500	500	125	500
Interest	833	1,525	750	1,564	0
Miscellaneous	3,336	2,000	2,000	2,439	2,000
<b>Total Fund Revenue</b>	<b>379,165</b>	<b>427,233</b>	<b>469,750</b>	<b>326,296</b>	<b>471,392</b>
<b>Operational Expenses</b>					
Wages & Benefits	197,786	200,801	195,084	214,770	202,412
Office & Printing Costs	4,516	3,000	5,600	6,371	3,100
Tools, Chemicals, Supplies & Equipment	23,093	23,200	23,200	33,270	24,200
Professional Development	499	1,100	850	802	850
Building Maintenance	1,317	2,000	2,000	317	2,000
Utilities	37,459	39,000	38,000	32,480	38,000
Uniforms	460	500	600	163	600
Engineering/Consulting	8,191	3,500	1,000	0	1,000
Land Application of Waste	10,711	15,000	14,000	12,516	14,000
Maintenance & Service Contracts	2,052	4,500	8,500	7,711	8,500
Industrial Pretreatment Program Expenses	1,081	1,000	1,000	393	1,000
State License Fees	3,220	3,500	3,500	1,950	3,500
Miscellaneous	654	750	750	0	750
Property & Liability Insurance	6,766	7,500	7,500	7,912	7,500
Sanitary Sewer System Maintenance	2,642	15,000	15,000	13,626	15,000
Vehicles & Equipment	7,500	16,882	27,907	27,907	23,721
<b>Total Operational Expenses</b>	<b>307,946</b>	<b>337,233</b>	<b>344,491</b>	<b>360,188</b>	<b>346,133</b>
<b>Funded Depreciation</b>					
<b>Capital Depreciation</b>	<b>138,347</b>	<b>90,000</b>	<b>125,259</b>	<b>62,630</b>	<b>125,259</b>
<b>Total Expenses &amp; Depreciation</b>	<b>446,293</b>	<b>427,233</b>	<b>469,750</b>	<b>422,818</b>	<b>471,392</b>
<b>Net Fund Revenue</b>	<b>(67,127)</b>	<b>0</b>	<b>0</b>	<b>(96,522)</b>	<b>0</b>
<b>Net Fund Balance (Cash on Hand)</b>	<b>719,866</b>	<b>719,866</b>	<b>697,668</b>	<b>712,979</b>	<b>661,979</b>

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 2017 Budget

	2013/2014	2014/2015	2015/2016	2015/2016	2016/2017
<b>1993 General Obligation Debt Service Fund</b>	Actual	Actual	Budget	Projected	Proposed
<b>Gross Revenue</b>					
Tax Revenue	36,084	35,300	35,600	33,697	34,650
Interest	96	100	100	91	50
<b>Total Fund Revenue</b>	<b>36,180</b>	<b>35,400</b>	<b>35,700</b>	<b>33,788</b>	<b>34,700</b>
<b>Debt Service</b>	<b>36,100</b>	<b>35,300</b>	<b>35,500</b>	<b>35,500</b>	<b>34,650</b>
<b>Net Fund Revenue</b>	<b>80</b>	<b>100</b>	<b>200</b>	<b>(1,712)</b>	<b>50</b>
<b>Net Fund Balance (Cash on Hand)</b>	<b>24,909</b>	<b>25,009</b>	<b>34,328</b>	<b>23,552</b>	<b>25,424</b>

<b>Wastewater Fund</b>	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021
<b>Capital Improvement Plan</b>	Budget	Projected	Projected	Projected	Projected
Collection System Repairs	25,000	25,000	25,000	30,000	30,000
Digester Sludge Pump Replacement	9,000				
Asset Management Plan	17,000	16,500	16,500		
Fecal Coliform Incubator Replacement		2,000			
Ammonia Meter		2,500			
Treatment Plant Upgrades (as needed)			50,000	20,000	25,000
Spectrometer (Phosphorus Analysis)			2,800		
Oxidation Ditch Drive Replacement (As needed)				20,000	
Clarifier Drive					35,000
<b>Total</b>	<b>51,000</b>	<b>46,000</b>	<b>94,300</b>	<b>70,000</b>	<b>90,000</b>

In 1993, voters approved a bond proposal to upgrade and expand the wastewater treatment plant and related infrastructure. Annually, a millage rate is calculated to raise revenue equal to the bond payment. The bonds will be fully paid in 2033.

Current capital needs for the wastewater system and plant are funded through the Wastewater Fund's Capital Replacement Fund. Depreciation is annually set aside to pay for future replacement costs.

In addition to the wastewater treatment plant, the City has two lift stations and roughly 14 miles of sewer mains to serve the City's needs.

Industrial Pretreatment Program (IPP) also occurs at one industrial customer based on their chemical use and processes.



Chuck Buckley  
Utilities Director/DPW Director

Chuck Buckley supervises the Water & Wastewater Departments and has more than 35 years of experience with the City. He holds MDEQ 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 2017 Budget

<b>Motor Pool</b>	2013/2014 Actual	2014/2015 Actual	2015/2016 Budget	2015/2016 Projected	2016/2017 Proposed
<b>Gross Revenue</b>					
From other Funds	148,770	148,770	148,598	148,598	126,308
Interest	300	300	400	875	800
Federal Grants				0	0
<b>Total Fund Revenue</b>	<b>149,070</b>	<b>149,070</b>	<b>148,998</b>	<b>149,473</b>	<b>127,108</b>
<b>Operational Expenses</b>					
Wages & Benefits	11,725	27,914	38,095	24,709	27,985
Fuel	41,500	41,500	40,000	14,067	25,000
Machine & Equipment Supplies	3,000	3,000	5,500	500	8,500
Maintenance & Service Contracts	1,040	1,040	900	1,391	900
Fleet Insurance	9,200	9,200	10,000	8,862	10,000
Motor Vehicle Repairs	15,000	15,000	17,000	5,900	17,000
Equipment Repairs	10,000	10,000	10,000	13,843	12,000
<b>Total Operational Expenses</b>	<b>96,899</b>	<b>96,899</b>	<b>121,495</b>	<b>69,272</b>	<b>101,385</b>
<b>Funded Depreciation</b>					
<b>Capital Depreciation</b>	<b>53,000</b>	<b>53,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>
<b>Total of Expenses &amp; Depreciation</b>	<b>149,899</b>	<b>149,899</b>	<b>151,495</b>	<b>99,272</b>	<b>131,385</b>
<b>Net Fund Revenue</b>	<b>(829)</b>	<b>20,749</b>	<b>(2,497)</b>	<b>50,201</b>	<b>(4,277)</b>
<b>Net Fund Balance (Cash on Hand)</b>	<b>282,730</b>	<b>303,479</b>	<b>128,273</b>	<b>455,629</b>	<b>496,352</b>

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

<b>Motor Pool</b>	2016/2017 Budget	2017/2018 Projected	2018/2019 Projected	2019/2020 Projected	2020/2021 Projected
<b>Capital Improvement Plan</b>					
2002 Chevrolet Pickup (WW)- replace		28,000			
2000 GMC Utility Truck (Water)- replace		28,000			
2003 GMC Small Dump truck (DPW)- replace	55,000				
2015 Chevrolet Tahoe (Police)- replace				50,000	
2016 Chevrolet Tahoe (Police)-replace					50,000
2008 Chevrolet Tahoe (DPW)- replace			30,000		
<b>Total</b>	<b>55,000</b>	<b>56,000</b>	<b>30,000</b>	<b>50,000</b>	<b>50,000</b>

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

Fiscal Year 2017 Budget

	2013/2014	2014/2015	2015/2016	2015/2016	2016/2017
<b><u>Community Development Fund</u></b>	Actual	Actual	Budget	Projected	Proposed
<b><i>Gross Revenue</i></b>					
MSCP Project Loan Payments	5,400	5,400	5,400	7,589	2,850
Interest	25	25	25	100	80
<b><i>Total Revenue</i></b>	<b>5,425</b>	<b>5,425</b>	<b>5,425</b>	<b>7,689</b>	<b>2,930</b>
<b><i>Total Expenses</i></b>					
<b><i>Rehabilitation Projects</i></b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>552</b>	<b>5,000</b>
<b>Net Fund Revenue</b>	<b>4,425</b>	<b>4,425</b>	<b>4,425</b>	<b>7,137</b>	<b>(2,070)</b>
<b>Net Fund Balance (Cash on Hand)</b>	<b>19,242</b>	<b>23,667</b>	<b>27,200</b>	<b>38,133</b>	<b>36,063</b>