



**Adopted Budget  
2023 - 2024**



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May 15, 2023

Mayor Stockford and City Council Members  
City of Hillsdale  
97 N. Broad Street  
Hillsdale, MI 49242

Dear Mayor, City Council and Hillsdale Residents,

Attached is the City of Hillsdale 2023-24 Annual Budget. This year's General Fund budget seeks to address the top priorities discussed by the Mayor and City Council for the upcoming year.

The City's 2023-24 fiscal year appropriations are \$17,831,597 which is up \$5,990,718 from the 2022-23 amended budget. The Hillsdale Board of Public Utilities Operations and Maintenance expenditure appropriations are \$25,368,294 for the Electric, Water and Sewer Funds combined. Between the City and BPU the use of \$7,498,135 in Fund Balance is proposed.

***Major Priorities for fiscal year 2023-24:***

1. Street / Infrastructure Repair and Reconstruction/Maintenance
  - This budget includes \$5.5M for Westwood and \$2.7M for CDBG grant Water/Sewer reconstruction projects
2. New Airport Terminal
  - City received up to a \$2.5M grant from the FAA to construct a new airport terminal
3. Dilapidated structure demolition
  - This budget includes \$100,000 in funding to demolish condemned structures
4. Mitchell Research Center – continue working on long-term plan for the building
  - The Council's Community Development Committee and staff are working on this item.
5. School Resource Officer (SRO)
  - This budget includes funding for a SRO (50% State grant, 25% School District and 25% City)
6. Economic Development
  - See Meijer Store and Keefer House Hotel completed and progress on the build out of the Three Meadows Subdivision
7. Backup Power Generation
  - Install 15 MW of backup power generation between the Industrial Park and DPS Building sites

### ***General Fund Revenues***

This budget shows General Fund revenues increasing by over five percent (5.74%) from the prior year's estimates. Property taxes, state revenue sharing, payments in lieu of taxes, grants and donations, and a variety of miscellaneous revenues are the major sources of income for this fund. Approximately thirty-seven percent (37%) of all General Fund's revenue comes from property taxes. The budget reflects a five percent (5.00%) increase in projected property tax revenue.

Payments in lieu of taxes (PILOT) are payments made to the City instead of paying property taxes. The City receives these payments from five housing developments located in the City. The City's utility department (Hillsdale Board of Public Utilities – HBPU) pays six percent (6%) of its gross receipts to the General Fund. This makes up twenty-three percent (23%) of total General Fund Revenues. State shared revenues make up twenty-two percent (22%) of the General Fund funding. The remaining eighteen percent (18%) of General Fund's revenue comes from miscellaneous other revenue sources and transfers in from other funds.

### ***General Fund Expenditures***

From fiscal year 2023-2024, the General Fund expenditures are up two percent (2%) from the prior year with sixty percent (60%) of the increase attributed to increased contractual services for demolition of blighted properties. The City and the Hillsdale Board of Public Utilities (BPU) continue to share staff. The City Manager/BPU Director, Human Resources, Engineering, Finance and Technical Services are split between the City and the BPU. The combined City Manager/BPU Director position is saving the General Fund about \$148,000 per year.

The City's pension program is managed by the Municipal Employees Retirement System (MERS) of Michigan. The City's pension is currently funded at around 80%. As of July 1, 2023 the defined benefit program will be closed to all new hires. All new employees are placed in a defined contribution plan administered by MERS, with the City contributing seven percent (7%) and the employee contributing five percent (5%) of wages.

### ***Other Funds***

This document contains budgets for the City's twenty-four (24) funds, plus three (3) utility funds. The utilities puts together its own budget reports, but the numbers are included here for reference purposes. The General Fund is the City's largest governmental fund but there are several other funds that are noteworthy.

There are now three funds that contain appropriations for the streets: Major Street Fund (202), Local Street Fund (203) and Municipal Streets (204). The 202 and 203 funds receive their revenue, in part from gasoline taxes collected by the State and can only be used for road maintenance. The 204 Fund was added last year to account for the Road Reconstruction and Leaf Collection millage. Charter allows Street Maintenance funds and other road related funding. This budget contains \$70,000 for Major Streets and an additional \$3,000,000 for Local Streets in Special Assessment Districts.

There are two large capital expenditure funds: Fund 401 and Fund 481. The Capital Improvement Fund (401) is used for capital outlay throughout the City. Included in Capital Improvement Fund for this year is \$47,500 for projects. The Airport Capital Improvement Fund (481) is dedicated solely for Airport related improvements. The Airport's next project is the construction of a new terminal accomplished with Federal Aviation Administration grant funding in 2023-24.

The Library Fund (271) revenues come from two primary sources: a one mill property tax levy and penal fines from the county court system. There is no appropriation or subsidy given to them from the General Fund.



The remaining City funds receive their revenue directly or indirectly from the General Fund, from charges for services, contributions and donations, and/or grants. Some have a special purpose (Special Revenue Funds) such as the Recreation Fund which provides recreational activities for City residents. Other funds (Internal Service Funds) are used to service other departments of the City, such as the Revolving Mobile Equipment Fund (640). That fund maintains, purchases and repairs Department of Public Services vehicles.

### ***Continued Challenges***

As in the last few years, our most difficult issues tend to be funding large projects and equipment purchases, addressing and improving uncertain revenue streams, keeping our facilities in good repair, recruiting and retaining staff, order lead times for equipment and supplies and paying down our unfunded pension liabilities. Solutions to these issues are a work in progress but we continue to make positive strides on a daily basis.

Additional projects we are targeting over the next several years include: Construction of a new DPS/joint use building, Reconstruction of Arch Avenue, W. St. Joe, Griswold and Monroe Streets and a Marion Street solution.

### ***Conclusion***

The Finance Director and I are very pleased with the proposed budget. We've done our best to address the City goals by looking at ways to be more efficient, improve services and create revenue streams. The revenue streams and savings that we've put in place over the last several years are starting to pay off. This budget continues to make measurable improvements in the City based on these principles.

CITY OF HILLSDALE

David E. Mackie

City Manager

**CITY OF HILLSDALE, MICHIGAN  
RESOLUTION NO. 3551**

**BE IT RESOLVED**, that the following sums shall be approved as budgeted and appropriated to meet the expenses of the several funds and activities of the City of Hillsdale for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Revenues:

Property Taxes.....	\$ 3,618,106
Payment in Lieu of Taxes.....	1,213,828
Grants & Donations.....	4,074,601
State Revenue Sharing.....	1,149,572
Internal Transfers.....	3,535,923
Miscellaneous Other Revenues.....	2,235,252

<b>Total Revenues City at Large</b>	<b>\$15,827,282</b>
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General Fund Expenditures:

City Council.....	\$ 23,600
City Manager.....	106,126
Administrative Services.....	260,539
Finance.....	98,478
City Clerk.....	110,811
City Treasurer.....	176,856
Assessing Department.....	224,501
Elections.....	13,650
Building & Grounds.....	198,027
Human Resources.....	48,114
Police Department.....	1,832,754
Fire Department.....	591,477
Public Services.....	475,960
Engineering Services.....	37,041
Street Lighting.....	53,750
Cemeteries.....	133,181
Parking Lots.....	61,248
Airport.....	131,238
Planning Department.....	217,958
Economic Development.....	71,463
Parks.....	203,748
Transfers to Other Funds.....	197,923

Total General Fund	\$5,268,443
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Major Streets/Trunkline Fund.....	\$ 995,239
Local Streets Fund.....	3,487,135
Municipal Street Fund.....	3,351,770
Recreation Fund.....	160,991
Economic Development Corp. Fund.....	51,700
Tax Increment Finance Authority Fund.....	101,410
Contributions & Donations Fund.....	5,000
Drug Forfeiture Fund.....	3,000
Library Fund.....	238,591
Police OWI Enforcement Fund.....	500
Capital Improvement Fund.....	47,500
Field of Dreams.....	2,500
Mrs. Stock's Park Fund.....	7,500

Airport Improvement Fund.....	2,798,200
Dial-a-Ride Transportation Fund .....	412,595
DPS Inventory Fund .....	9,000
Revolving Mobile Equipment Fund.....	582,092
Fire Vehicle & Equipment Fund .....	120,500
DPS Leave & Fringe Benefits Fund.....	167,381
Cemetery Perpetual Care Fund .....	20,350
Stock's Park Perpetual Maintenance Fund .....	100
R.L. Owens Memorial Fund.....	100

**Total Expenditures City at Large**

**\$17,831,597**

**BE IT FURTHER RESOLVED**, that pursuant to Section 13.7 of the City Charter, the budgets for the Hillsdale Board of Public Utilities are hereby approved as follows:

Revenues:

Electric Fund .....	\$14,709,727
Sewer Fund .....	2,891,063
Water Fund.....	2,273,684

Expenditures:

Electric Fund .....	\$17,025,642
Sewer Fund .....	4,083,240
Water Fund.....	4,259,412

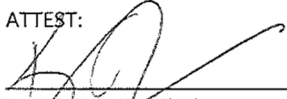
Capital Projects

Administrative Services .....	\$ 66,000
Electric.....	2,592,208
Sewer.....	2,032,000
Water.....	2,256,500

**BE IT FURTHER RESOLVED**, that pursuant to Section 13.6 of the City Charter, those projects which are to begin in fiscal year 2023-2024 as indicated on the report the Board of Utilities presented to Council are hereby approved for the fiscal year 2023-2024.

  
 Adam L. Stockford, Mayor

ATTEST:

  
 Katy Price, City Clerk

**CITY OF HILLSDALE, MICHIGAN  
RESOLUTION NO. 3552**

**WHEREAS**, the Hillsdale City Council has held a public hearing pursuant to Public Act 5 of 1982, as amended, being 211.24e of the Michigan Compiled Laws; and

**WHEREAS**, the Council finds it necessary to levy the City's full available millage rate with rollback caused by PA 5 of 1982;

**THEREFORE, BE IT RESOLVED**, that pursuant to Hillsdale City Charter Section 8.4, for the purpose of defraying the **general expenses and liabilities of the City**, the sum of **\$1,932,977** shall be raised by a general tax of **twelve and 1479 hundredths** mills (**\$12.1479** per \$1,000 of taxable valuation) upon the ad valorem real and personal property in the City; and

**BE IT FURTHER RESOLVED**, that pursuant to Hillsdale City Charter Section 8.4, for the purpose of defraying the **expenses of working upon, improving, and repairing and cleaning the streets of the City**, the sum of **\$386,599** shall be raised by a general tax of **two and 4296 hundredths** mills (**\$2.4296** per \$1,000 of taxable valuation) upon the ad valorem real and personal property in the City; and

**BE IT FURTHER RESOLVED**, that pursuant to Hillsdale City Charter Section 2.4, and Hillsdale Municipal Code Section 2-265, for the purposes of defraying the **expenses of the City's Public Library**, the sum of **\$154,633** shall be raised by a general tax of **9718 hundredths** of a mill (**\$0.9718** per \$1,000 of taxable valuation) upon the ad valorem real and personal property in the City; and

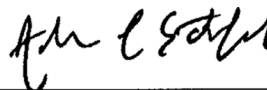
**BE IT FURTHER RESOLVED**, that pursuant to Hillsdale City Charter Section 8.4, and Hillsdale Municipal Code Section 2-265, for the purposes of Fire Department and Public Safety acquisition and replacement of equipment, vehicle and capital improvement (building and facilities) only, the sum of **\$155,460** shall be raised by a general tax of **9770 hundredths** of a mill (**\$0.9770** per \$1,000 of taxable valuation) upon the ad valorem real and personal property in the City; and

**BE IT FURTHER RESOLVED**, that pursuant to Hillsdale City Charter Section 8.4, for the purpose of defraying the **expenses of working upon, improving, and repairing and cleaning the streets of the City**, the additional sum of **\$548,408** shall be raised by a general tax of **three and 4465 hundredths** mills (**\$3.4465** per \$1,000 of taxable valuation) upon the ad valorem real and personal property in the City; and

**BE IT FURTHER RESOLVED**, that pursuant to Hillsdale City Charter Section 8.4, for the purpose of defraying the **expenses of leaf collection of the City**, the additional sum of **\$78,335** shall be raised by a general tax of **4923 hundredths** mills (**\$0.4923** per \$1,000 of taxable valuation) upon the ad valorem real and personal property in the City; and

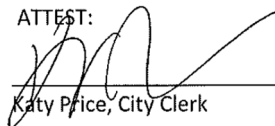
**BE IT FURTHER RESOLVED**, that pursuant to Public Act 88 of 1983, as amended, the City Treasurer is hereby authorized and directed to impose and collect such property tax administration fees, collection fees, and late payment charges as are authorized by law and charter.

PASSED IN OPEN COUNCIL MEETING THIS 15<sup>th</sup> DAY OF MAY, 2023.



\_\_\_\_\_  
Adam L. Stockford, Mayor

ATTEST:

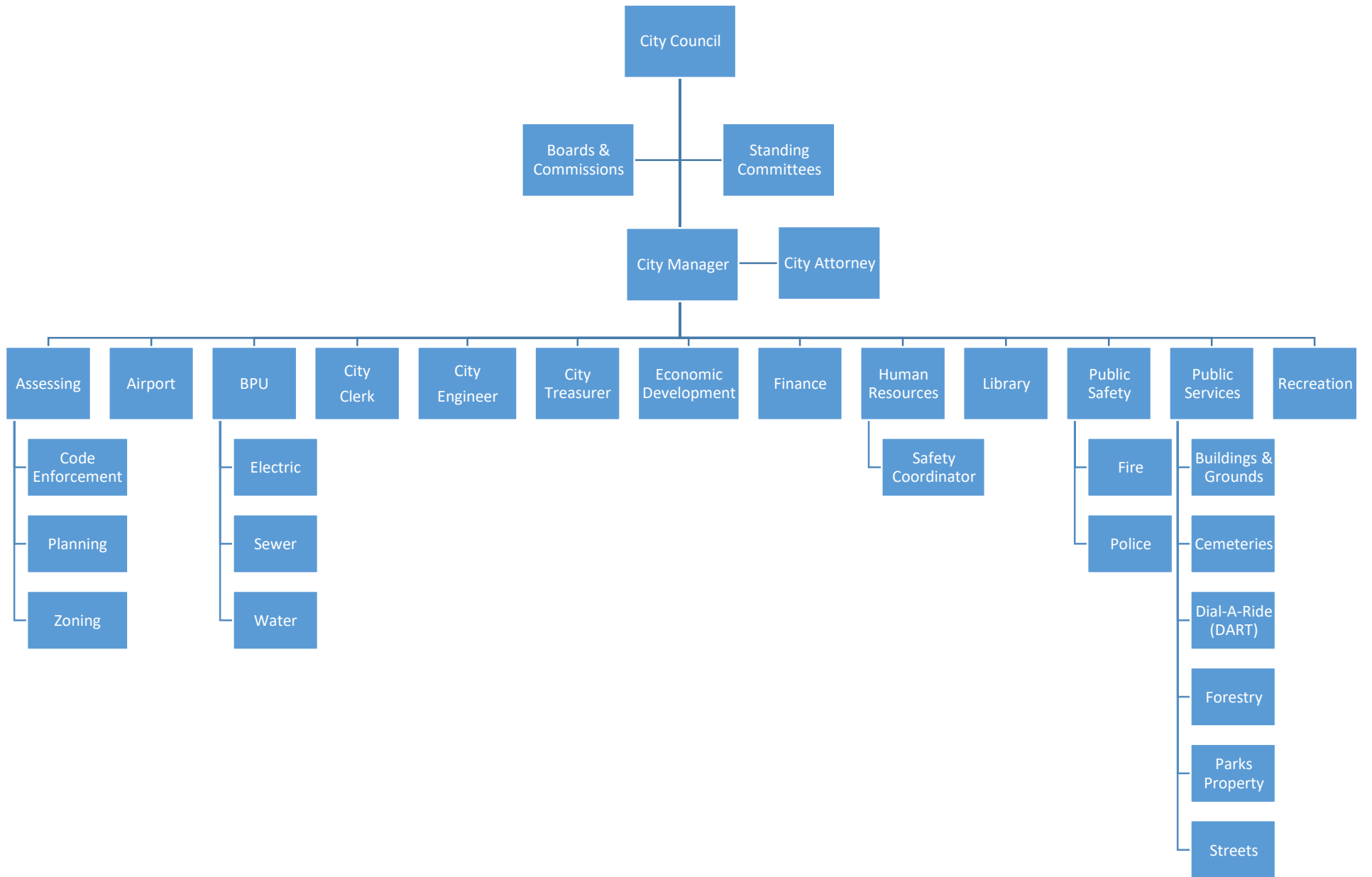


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Katy Price, City Clerk



## 2023 – 2024 BUDGETING SCHEDULE

January 12	Budget Kickoff
February 9	All Department's budget numbers entered into BS&A software; Capital projects, expense sheets and supporting documentation turned in to Finance Department.
February 16 – February 23	Department Heads meetings begin with City Manager and Finance Director after departmental budgets are ready for review. (See Sec. 8.2 Charter of the City of Hillsdale, MI)
February 27 - March 10	City Manager and Finance Department prepare Manager's recommended budget. (See Sec. 8.2 Charter of the City of Hillsdale, MI)
March 13- March 24	Finance Department updates/edits final budget documents.
March 27 – March 30	Final budget prepared for distribution to Council.
April 3	Council receives the budget document and sets the public hearing for May 15. (See Sec. 8.3 Charter of the City of Hillsdale, MI)
April 3 – May 1	Set Council work sessions to review budgets with staff.
May 1	Notice of public hearing published in the newspaper and the Proposed Budget placed on file for public inspection. (See Section 8.3 Charter of the City of Hillsdale, MI)
May 15	Council holds Budget Hearing. (See Sec. 8.3 Charter of the City of Hillsdale, MI)
June 5	Council approves the budget, and millage rate authorizing the City Treasurer to levy the taxes. (See Sec. 8.4 Charter of the City of Hillsdale, MI)





### Full-Time Employees by Department

<b>Department</b>	<b>19-20</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>
General Government	10	11	11	9	9
Dial-A-Ride	4	4	4	4	4
Police	15	16	16	16	17
Fire	3	3	4	4	4
Public Services	12	12	12	12	14
Library	2	2	1	1	1
Recreation	1	1	1	1	1
Technical Services	2	2	2	3	3
BPU Management	1	3	3	3	3
BPU Administration/Office	3	3	3	4	4
Electric	8	7	9	9	9
Water/Sewer	9	9	9	9	9
Totals	71	74	76	75	78

Part-time/temporary employees are utilized at various times throughout the year in the following departments: Dial-A-Ride; Recreation; Fire; Library; Public Services; and BPU.





## Fund Structure

The accounts of the City are organized by funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts which are comprised of each fund's assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriated. Government resources are allocated to and accounted for individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds in this report are grouped into four (4) categories: Governmental funds, Proprietary funds, Fiduciary funds and Component Units.

### Governmental Funds

The governmental fund category includes the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Projects Funds.

The *General Fund* is used to account for all financial transactions not accounted for in another fund. This fund contains the general operating expenditures of the local unit including general government services, public safety (police and fire protection), assessing, building inspection, and general maintenance for the parks, cemeteries, parking lots, street lights, and city buildings expenditures. Revenues are derived primarily from property taxes, and State and Federal distributions, grant and other intergovernmental revenues.

*Special Revenue Funds* are used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes:

- The **Major Street Fund** derives its revenue from the State Gas & Weight taxes and is used for the maintenance and repair of the major streets and the state highway (M-99) that runs through the City.
- The **Local Street Fund** also gets its revenue from the State Gas & Weight taxes and is used to maintain the neighborhood streets in the City.
- The **Municipal Street Fund** accounts for the tax millage funds for the construction of roads.
- The **Recreation Fund** gets its revenue from the various sporting and athletic program fees it offers residents and non-residents. It also receives money from the General Fund.
- Revenue for the **Library Fund** comes from a dedicated millage, court fines, state aid, and charges for services.
- The **Police Operating While Intoxicated Enforcement (OWI) Fund** generates its revenue from fines paid by those convicted of driving while intoxicated. The money is used to further the enforcement of the intoxicated driving laws.
- The **American Rescue Plan Act Fund** accounts for the Federal grant funds and related expenditures.



## Fund Structure

- The **Contributions and Donations Fund** accounts for donations for public spaces such as parks. Expenditures are for items such as park benches.

The *Debt Service Fund* is used to record the funding and payment of principal and interest on all debt of the City lasting longer than one year. The City does not currently have a debt service fund.

*Capital Projects Funds* are used to account for financial resources to be used for the acquisition and construction of major capital facilities other than those financed by Proprietary and Trust Funds:

- **Capital Improvement Fund** expenditures are for major City capital projects. Revenues come from federal, state and local grants and the General Fund.
- **Fields of Dreams Fund** is used to track construction of Fields of Dreams Park which provides baseball/softball fields and other athletic activities. Its revenues come from grants and community fundraisers.
- **Mrs. Stock's Park Fund** was created to renovate a City park by that name. Its revenue comes from grants and community donations.
- **Airport Improvement Fund** receives revenue from hanger rentals, fuel flowage fees, and land leases. The expenditures in this fund are for capital improvements to the airport.

### **Proprietary Funds** (Enterprise/Internal Service Funds)

The proprietary fund category includes the Enterprise and Internal Service Funds.

*Enterprise Funds* are used to account for operations (a) that are financed and operated similarly to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis are financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes:

- The Board of Public Utilities provides water, sewer and electric services in and outside of the City. Its revenues come from customer charges.
- The **Dial-A-Ride Fund** receives its revenues from Federal and State operating grants, user fees, and the General Fund. These funds are used to provide public transportation to handicapped, disabled, and senior citizens of the City.



## Fund Structure

*Internal Service Funds* are used to account for the financing of goods or services provided by one department or agency to other departments or agencies within the city on a cost-reimbursement basis. The City of Hillsdale maintains five such funds:

- ***Department of Public Service Leave & Benefits Fund*** is used to record and distribute fringe benefit costs of the Public Services staff to different funds based on the tasks they are performing and where the work was done (i.e., General, Streets, Capital, etc.)
- ***Public Service Inventory Fund*** purchases materials used in the general maintenance of the City. Its revenues come from the departments/funds that used the material.
- ***Revolving Mobile Equipment Fund*** derives its revenues from rents charged to the various departments for the use of city owned vehicles. Those funds are used to operate and maintain those vehicles and to purchase new equipment as needed.
- ***Fire Vehicle and Equipment Fund*** was established to purchase vehicles and equipment for the Fire Department. Revenues in this fund are from the General Fund.

### Custodial Funds

The Custodial Funds are used to account for assets held by the city in a trustee capacity. The City utilizes three such Funds at this time:

- ***R.L. Owen Memorial Park Trust Fund*** was established to make improvements to the R.L. Owen Memorial Park.
- ***Cemetery Perpetual Care Fund*** gets its revenue from the sale of cemetery lots and interest earned on investments. These funds are used to help offset the costs of maintaining the cemeteries and for capital improvements.
- ***Stocks Park Maintenance Fund*** was established to help offset the cost of maintaining the new renovations in that park. This fund gets its revenues from donations and interest earned on those monies.

### Component Units

The City has two component units as follows:

- ***Economic Development Fund*** is responsible for granting loans to business operating within the City. The members of the governing Board are appointed by City Council and their budgets must be approved by the Council.
- ***Tax Increment Finance Authority Fund*** is responsible for directing improvements to a district in the City using funds derived from the capturing of real and personal property taxes within the district. The members of the governing Board are appointed by City Council and their budgets must be approved by the Council.



## Budget Summary by Fund

REVENUES	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL THRU 02/28/2023	BUDGETS CURRENT 2022-2023	BUDGETS PROPOSED 2023-2024	% OF CHANGE
<b>Governmental Funds:</b>							
General Fund (101)	4,983,548	5,491,950	5,786,583	4,577,520	5,009,677	5,297,328	5.74%
Major St. Fund (202)	826,371	910,777	953,854	577,659	1,421,006	967,645	-31.90%
Local St. Fund (203)	413,267	337,291	350,146	145,732	1,012,430	3,428,993	238.69%
Municipal Street Fund (204)			1,079,921	3,452,601	3,485,423	1,130,994	-67.55%
Recreation Fund (208)	131,148	91,093	162,499	89,963	180,287	160,991	-10.70%
E.D.C. Fund (244)	2,644	214	30,879	643	22,550	121,150	437.25%
T.I.F.A. Fund (247)	223,763	1,293,221	214,974	118,136	129,617	129,000	-0.48%
Contributions & Donations Fund (252)					5,000	5,000	0.00%
Drug Forfeiture Fund (265)	1,151	7,241	71	169	1,000		-100.00%
Library Fund (271)	265,753	262,681	298,655	191,142	234,734	238,591	1.64%
Police OWI Enforcement Fund (274)	1,625	1,193	210	91	1,000		-100.00%
American Rescue Plan Act Fund (287)			401,522	442,366	751,831	500	-99.93%
Capital Improvement (401)	2,080,023	216,245	1,121,859	(1,583)	65,000	8,000	-87.69%
Fields of Dreams (408)	1,031	10	5,773	1,427	5,000	5,000	0.00%
Stock's Park (409)	11,254	25,545	32,259	7,357	10,200	11,000	7.84%
Airport Improvement (481)	180,519	898,201	263,859	222,705	258,000	2,899,200	1023.72%
<b>Proprietary Funds:</b>							
Electric (582)	12,552,311	13,747,910	12,964,384	9,085,594	13,484,766	14,709,727	9.08%
Dial-A-Ride (588)	391,591	487,243	348,551	149,233	379,189	412,595	8.81%
Sewer (590)	2,392,935	2,427,351	2,523,505	1,941,207	2,727,996	2,891,063	5.98%
Water (591)	1,704,276	1,753,496	1,948,052	1,524,574	2,217,744	2,273,684	2.52%
Public Services Inventory (633)	4,950	6,139	(2,205)	8,483	9,000	9,000	0.00%
Revolving Mobile Equipment Fund (640)	266,861	351,125	275,961	190,768	386,046	632,592	63.86%
Fire Equipment & Vehicle Fund (663)	130,540	138,998	291,871	144,111	144,071	160,322	100.00%
DPS Leave & Benefits (699)	174,823	147,074	161,201	58,391	245,451	167,381	-31.81%
<b>Fiduciary Funds:</b>							
Cemetery Perpetual Care (151)	38,547	31,592	8,441	17,891	21,000	29,500	40.48%
Stock's Park Perpetual Maint. Fund (152)	4,340	15,225	(411)	1,903	7,000	4,500	-35.71%
R.L.Owens Memorial Park (153)	4,518	4,986	2,954	3,791	5,000	8,000	60.00%
<b>TOTAL REVENUES</b>	<b>\$ 26,787,789</b>	<b>\$ 28,646,801</b>	<b>\$ 29,225,368</b>	<b>\$ 22,951,874</b>	<b>\$ 32,220,018</b>	<b>\$ 35,701,756</b>	<b>10.81%</b>



### Budget Summary by Fund

<u>EXPENDITURES</u>	ACTUAL				BUDGETS		% OF CHANGE
	2019-20	2020-21	2021-22	THRU 02/28/2023	CURRENT 2022-2023	PROPOSED 2023-2024	
<b>GOVERNMENTAL FUNDS:</b>							
General Fund (101)							
City Council	24,599	21,485	21,939	11,868	23,660	23,600	-0.25%
City Manager	155,878	180,790	119,723	69,250	111,796	106,126	-5.07%
Administrative Services	224,258	202,067	246,110	210,988	342,200	260,539	-23.86%
Finance Department	196,440	270,491	107,507	81,362	159,732	98,478	-38.35%
City Clerk	91,670	95,641	89,510	64,418	102,398	110,811	8.22%
City Treasurer	152,949	171,059	178,783	53,871	165,329	176,856	6.97%
Assessing Department	141,379	159,061	163,936	115,104	202,964	224,501	10.61%
Elections	7,937	21,050	8,013	20,609	22,309	13,650	-38.81%
Building & Grounds	134,516	105,858	101,758	78,094	257,479	198,027	-23.09%
Human Resources	128,289	96,725	65,023	33,967	102,909	48,114	-53.25%
Police Department	1,415,787	1,535,151	1,637,169	1,117,753	1,651,713	1,832,754	10.96%
Fire Department	419,042	517,174	521,617	382,830	557,007	591,477	6.19%
Code Enforcement	18,879	1,515					-
Public Services	259,475	311,354	313,845	278,389	423,339	475,960	12.43%
City Engineer	3,634	38,848	42,080	38,434	41,231	37,041	-10.16%
Street Lighting	56,354	56,419	57,450	36,952	53,750	53,750	0.00%
Cemeteries	94,189	106,535	144,903	91,888	169,076	133,181	-21.23%
Parking Lots	21,016	19,850	19,765	12,508	25,076	61,248	144.25%
Airport	138,251	142,119	164,339	97,143	132,741	131,238	-1.13%
Planning	81,295	86,603	158,721	86,976	156,207	217,958	100.00%
Economic Development	59,091	58,176	63,801	50,639	64,566	71,463	10.68%
Parks	172,106	175,882	218,144	112,546	170,206	203,748	19.71%
Transfers Out	852,405	161,445	64,054		226,347	197,923	-12.56%
<b>Total General Fund (101)</b>	<b>\$ 4,849,439</b>	<b>\$ 4,535,298</b>	<b>\$ 4,508,190</b>	<b>\$ 3,045,589</b>	<b>\$ 5,162,035</b>	<b>\$ 5,268,443</b>	<b>2.06%</b>



### Budget Summary by Fund

EXPENDITURES	ACTUAL			ACTUAL	BUDGETS			% OF CHANGE
	2019-20	2020-21	2021-22	THRU 02/28/2023	CURRENT 2022-2023	PROPOSED 2023-2024		
<b>GOVERNMENTAL FUNDS:</b>								
<b>Major Street Fund (202)</b>								
Administrative Services	223,559	263,015	141,143	47,953	188,000	317,000	68.62%	
Administrative Services - Trunkline	5,522							
Sidewalks				1,380		29,473	-	
Street Surface	149,870	90,057	92,301	76,235	160,839	218,505	35.85%	
Trunkline Surface	25,276	3,821	17,145	6,030	13,463	10,302	-23.48%	
R.O.W. Maintenance	60,151	52,222	47,012	29,103	85,404	79,476	-6.94%	
Trunkline R.O.W.	4,362	7,719	4,923	3,174	5,517	6,372	15.50%	
Trees	37,791	31,783	67,455	39,826	39,817	54,102	35.88%	
Trunkline Trees	2,124	853	6,247	1,067	1,481	2,482	67.59%	
R.O.W. Drainage	64,012	28,941	41,867	16,226	46,903	45,937	-2.06%	
Trunkline Drainage	6,333	18,432	2,764	1,502	3,960	3,508	-11.41%	
Traffic	64,619	66,312	83,815	141,036	159,397	72,722	-54.38%	
Trunkline Traffic	5,388	5,800	8,705	2,745	6,547	5,525	-15.61%	
Winter Maintenance	56,726	67,228	67,406	29,506	66,929	63,455	-5.19%	
Trunkline Winter Maint.	14,823	18,431	13,415	10,667	16,144	16,380	1.46%	
Capital Outlay				503,073	941,592	70,000	-92.57%	
<b>Total Major Street Fund (202)</b>	<b>\$ 720,556</b>	<b>\$ 654,614</b>	<b>\$ 594,198</b>	<b>\$ 909,523</b>	<b>\$ 1,735,993</b>	<b>\$ 995,239</b>	<b>-42.67%</b>	
<b>Local Street Fund (203)</b>								
Administrative Services	24,192	26,044	27,205	14,113	26,000	26,100	0.38%	
Sidewalks				1,650		20,114	-	
Street Surface	150,307	109,304	85,941	72,301	165,121	210,453	27.45%	
R.O.W. Maintenance	52,658	32,253	60,658	24,360	47,311	55,813	17.97%	
Trees	53,779	47,530	78,951	71,533	65,144	65,177	0.05%	
R.O.W. Drainage	38,047	25,965	44,188	24,534	41,237	54,396	31.91%	
Traffic	19,391	29,678	11,486	6,650	25,968	15,253	-41.26%	
Winter Maintenance	33,954	39,124	36,844	19,717	41,115	39,829	-3.13%	
Capital Outlay				568,030	660,000	3,000,000	354.55%	
<b>Total Local Street Fund (203)</b>	<b>\$ 372,328</b>	<b>\$ 309,898</b>	<b>\$ 345,273</b>	<b>\$ 802,888</b>	<b>\$ 1,071,896</b>	<b>\$ 3,487,135</b>	<b>225.32%</b>	



### Budget Summary by Fund

<u>EXPENDITURES</u>	ACTUAL			ACTUAL	BUDGETS		% OF CHANGE
	2019-20	2020-21	2021-22	THRU 02/28/2023	CURRENT 2022-2023	PROPOSED 2023-2024	
<b>GOVERNMENTAL FUNDS:</b>							
Municipal Street Fund (204)			751,337	158,379	1,071,246	3,351,770	212.89%
Recreation Fund (208)	126,471	91,130	164,908	101,587	180,287	160,991	-10.70%
E.D.C. Fund (244)	16,362	31,958	25,066	4,342	34,642	51,700	49.24%
T.I.F.A. Fund (247)	73,675	54,315	293,345	7,295	102,149	101,410	-0.72%
Contributions & Donations Fund (252)					5,000	5,000	0.00%
Drug Forfeiture Fund (265)	215	6,504	1,356	2,183	2,500	3,000	20.00%
Library Fund (271)	333,118	207,677	199,243	129,707	237,214	238,591	0.58%
Police OWI Enforcement Fund (274)		11,346	425		1,500	500	-66.67%
American Rescue Plan Act Fund (287)			400,664	302,333	750,000		-100.00%
Capital Improvement Fund (401)	1,693,805	946,336	458,266	369	458,875	47,500	-89.65%
Fields of Dreams (408)		513	2,713	622	1,000	2,500	150.00%
Stock's Park (409)	4,400	23,944	7,912	28,541	31,675	7,500	-76.32%
Airport Improvement Fund (481)	1,914	821,956	156,305	133,626	160,596	2,798,200	1642.38%



### Budget Summary by Fund

<u>EXPENDITURES</u>	ACTUAL			ACTUAL	BUDGETS		% OF CHANGE
	2019-20	2020-21	2021-22	THRU 02/28/2023	CURRENT 2022-2023	PROPOSED 2023-2024	
<b>PROPRIETARY FUNDS:</b>							
Electric Fund (582)	12,260,084	12,766,571	13,737,382	9,430,959	15,554,596	17,025,642	9.46%
Dial-A-Ride Fund (588)	414,005	420,542	411,157	197,500	379,694	412,595	8.67%
Sewer Fund (590)	1,488,095	1,818,596	2,027,407	1,297,748	2,416,346	4,083,240	68.98%
Water Fund (591)	1,272,160	1,566,338	1,639,451	1,148,237	2,519,171	4,259,412	69.08%
DPS Inventory Fund (633)	11,074	10,480	33,908	2,817	135,619	9,000	-93.36%
Revolving Mobile Equipment Fund (640)	392,755	342,544	306,892	162,804	302,468	582,092	92.45%
Fire Vehicle & Equipment Fund (663)	45,362	1,333	200,350	43,817	45,000	120,500	100.00%
DPS Leave & Benefits (699)	174,824	169,653	161,026	57,834	245,451	167,381	-31.81%
<b>FIDUCIARY FUNDS:</b>							
Cemetery Perpetual Care (151)		20,000	20,302	241	20,000	20,350	1.75%
Stock's Park Perpetual Maint. Fund (152)			55	44	100	100	0.00%
R.L. Owens Memorial Fund (153)			45	15,752	100	100	0.00%
<b>TOTAL EXPENDITURES</b>	<b>\$ 24,250,642</b>	<b>\$ 24,811,546</b>	<b>\$ 26,447,176</b>	<b>\$ 17,984,737</b>	<b>\$ 32,625,153</b>	<b>\$ 43,199,891</b>	<b>32.41%</b>





## Fund Balances

Fund	Fund Name	2022-2023				2023-2024			Percent Changed	Change in Fund Balance
		Begin. Fund Bal.	Est. Revenues	Est. Expend.	Est. Ending Bal.	Revenues	Expend.	Ending Fund Bal.		
101	General Fund	\$ 3,303,757	\$ 5,009,677	\$ 5,162,035	\$ 3,151,399	\$ 5,297,328	\$ 5,268,443	3,180,284	0.92%	28,885
151	Cemetery Perpetual Care Fund	734,256	21,000	20,000	735,256	29,500	20,350	744,406	1.24%	9,150
152	Stock's Park Perpetual Maintenance	83,993	7,000	100	90,893	4,500	100	95,293	4.84%	4,400
153	R.L. Owen Memorial Fund	58,765	5,000	100	63,665	8,000	100	71,565	12.41%	7,900
202	Major St./Trunkline Fund	1,112,342	1,421,006	1,735,993	797,355	967,645	995,239	769,761	-3.46%	(27,594)
203	Local St. Fund	410,703	1,012,430	1,071,896	351,237	3,428,993	3,487,135	293,095	-16.55% *	(58,142)
204	Municipal Street Fund	328,584	3,485,423	1,071,246	2,742,761	1,130,994	3,351,770	521,985	-80.97% *	(2,220,776)
208	Recreation Fund	7,307	180,287	180,287	7,307	160,991	160,991	7,307	0.00%	-
244	Economic Development Corp. Fund	249,570	22,550	34,642	237,478	121,150	51,700	306,928	29.24% *	69,450
247	Tax Increment Finance Authority Fund	2,025,756	129,617	102,149	2,053,224	129,000	101,410	2,080,814	1.34%	27,590
252	Contributions & Donations	-	5,000	5,000	-	5,000	5,000	0	-	-
265	Drug Foreiture/Grant Fund	8,895	1,000	2,500	7,395	-	3,000	4,395	-40.57%	(3,000)
271	Library Fund	263,629	234,734	237,214	261,149	238,591	238,591	261,149	0.00%	-
274	Police OWI Enforcement	1,556	1,000	1,500	1,056	-	500	556	-47.35%	(500)
287	American Rescue Plan Act Fund	858	751,831	750,000	2,689	500	-	3,189	18.59%	500
401	Capital Improvement Fund	664,142	65,000	458,875	270,267	8,000	47,500	230,767	-14.62% *	(39,500)
408	Fields of Dreams Fund	5,127	5,000	1,000	9,127	5,000	2,500	11,627	27.39%	2,500
409	Mrs. Stock's Park Fund	80,597	10,200	31,675	59,122	11,000	7,500	62,622	5.92%	3,500
481	Airport Improvement Fund	537,229	258,000	160,596	634,633	2,899,200	2,798,200	735,633	15.91% *	101,000
582	Electric	26,451,590	13,484,766	15,554,596	24,381,760	14,709,727	17,025,642	22,065,845	-9.50%	(2,315,915)
588	Dial-A-Ride Fund	770,803	379,189	379,694	770,298	412,595	412,595	770,298	0.00%	-
590	Sewer Fund	8,766,206	2,727,996	2,416,346	9,077,856	2,891,063	4,083,240	7,885,679	-13.13%	(1,192,177)
591	Water Fund	6,794,536	2,217,744	2,519,171	6,493,109	2,273,684	4,259,412	4,507,381	-30.58%	(1,985,728)
633	Public Services Inv. Fund	129,920	9,000	135,619	3,301	9,000	9,000	3,301	0.00%	-
640	Revolving Mobile Equipment Fund	637,038	386,046	302,468	720,616	632,592	582,092	771,116	7.01%	50,500
663	Fire Vehicle & Equipment Fund	328,811	144,071	45,000	427,882	160,322	120,500	467,704	9.31%	39,822
699	DPS Leave and Benefits Fund	175	245,451	245,451	175	167,381	167,381	175	-	-
		<b>\$ 53,756,145</b>	<b>\$ 32,220,018</b>	<b>\$ 32,625,153</b>	<b>\$ 53,351,010</b>	<b>\$ 35,701,756</b>	<b>\$ 43,199,891</b>	<b>\$ 45,852,875</b>	<b>-14.05%</b>	<b>(7,498,135)</b>



## Significant changes in Fund Balance

**Notes for fluctuations of 10% and \$10,000 or greater:**

### **Local Street Fund (203)**

Fund Balance Reduction of \$58,142

The anticipated decrease in fund balance is intentional due to increased capital projects related to local streets.

### **Municipal Street Fund (204)**

Fund Balance Reduction of \$2,220,776

The anticipated decrease in fund balance is due to the timing of projects for the municipal street fund.

### **Economic Development Fund (244)**

Fund Balance Increase of \$69,450

The anticipated increase in fund balance is due to the planned sale of City property.

### **Capital Improvements Fund (401)**

Fund Balance Reduction of \$39,500

The anticipated decrease in fund balance is intentional. The nature of this fund is to use available fund balance on capital improvements until the fund is spent.

### **Airport Improvements Fund (481)**

Fund Balance Addition of \$101,000

The anticipated increase in fund balance is intentional. Fuel sales and hangar rents are contributing to the growth of this fund. The operating expenditures for airport are paid for in the General Fund.

### **Electric Fund (582)**

Use of Net Assets of \$2,315,915

The Electric Fund has several capital projects planned for fiscal year 2024. Please see page 126 for details.

### **Sewer Fund (590)**

Use of Net Assets of \$1,192,177

The Sewer Fund has several capital projects planned for fiscal year 2024. Please see page 127.

### **Water Fund (591)**

Use of Net Assets of \$1,985,728

The Water Fund has several capital projects planned for fiscal year 2024. Please see page 129.



## General Fund Revenues

		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU	CURRENT	PROPOSED	CHANGE
						2022-23	2022-23	2023-24	
101-000.000-402.000	CURRENT TAXES	1,540,506	1,599,976	1,620,853	1,657,596	1,648,485	1,769,000	1,826,000	3.22%
101-000.000-402.050	CURRENT TAXES - STREET MAINT.	308,166	300,634	324,169	10,520	0	0	0	-
101-000.000-404.000	SPECIAL ACTS	56,078	20,369	37,852	39,893	0	39,856	37,720	-5.36%
101-000.000-411.000	DELINQUENT TAXES	1,156	2,567	9,662	7,535	1,924	2,000	2,000	0.00%
101-000.000-434.000	TRAILER FEES	2,544	2,496	2,400	0	0	2,400	2,400	0.00%
101-000.000-437.000	INDUSTRIAL FACILITIES TAX - CLAWBACKS	0	0	0	9	0	0	0	-
101-000.000-445.000	DELQ TAXES - PENALTIES & INTEREST	25,505	27,924	32,768	24,018	9,651	25,000	25,000	0.00%
101-000.000-447.000	PROPERTY TAX ADMIN. FEE	62,766	66,625	69,185	72,049	69,977	74,000	74,000	0.00%
101-000.000-451.000	SPECIAL ASSESSMENTS	18,559	20,743	11,478	7,343	26,994	10,000	5,000	-50.00%
101-000.000-476.000	PERMITS	15,065	18,726	15,119	20,445	17,875	18,000	18,000	0.00%
101-000.000-477.000	C.A.T.V. FRANCHISE FEES	82,708	78,273	75,622	73,201	35,287	75,000	73,000	-2.67%
101-000.000-480.000	DOG LICENSES	17	12	5	16	65	0	0	-
101-000.000-490.000	LICENSE FEES	6,691	6,438	6,723	6,925	7,015	6,700	7,000	4.48%
101-000.000-505.000	FEDERAL GRANT - PUBLIC SAFETY	0	0	2,861	0	0	0	0	-
101-000.000-528.000	FEDERAL GRANT - CARES ACT	0	0	248,051	0	0	0	0	-
101-000.000-529.000	FEDERAL GRANT	0	0	0	0	9,000	4,179	0	-100.00%
101-000.000-558.000	ACT 302 POLICE TRAINING FUNDS	2,144	2,025	1,338	1,570	795	0	0	-
101-000.000-569.000	STATE GRANT	0	4,427	951	0	0	0	0	-
101-000.000-569.372	STATE GRANT - MSHDA GRANT - CODE ENFORCEMENT	0	0	0	14,825	0	0	0	-
101-000.000-569.600	STATE GRANT - DISASTER REIMBURSEMENT	0	0	0	34,718	0	0	0	-
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARING	80,141	166,964	209,335	210,908	88,285	150,000	200,000	33.33%
101-000.000-574.000	STATE REVENUE SHARING	914,714	941,982	943,695	1,090,037	766,679	1,000,000	1,149,572	14.96%
101-000.000-602.000	INTERMENT FEES	15,816	13,577	20,480	20,464	12,077	18,000	20,000	11.11%
101-000.000-602.001	INTERMENT FEES - ST ANTHONY'S	2,170	1,400	4,050	4,975	1,750	3,000	4,000	33.33%
101-000.000-629.000	COPIES / DUPLICATING	0	150	566	700	0	300	300	0.00%
101-000.000-632.000	FIRE CALLS - STRUCTURE FIRES	(1,500)	0	0	0	0	0	0	-
101-000.000-633.000	ABATEMENT FEES	1,200	600	300	900	900	600	600	0.00%
101-000.000-658.000	ORDINANCE FINES	1,481	826	847	706	326	1,000	700	-30.00%
101-000.000-658.001	PARKING FINES	1,160	240	470	1,020	80	0	0	-
101-000.000-665.000	INTEREST	20,330	27,921	13,945	16,703	60,195	20,000	108,000	440.00%
101-000.000-665.100	INTEREST INCOME-LEASES (GASB 87)	0	0	0	4,790	0	0	0	-
101-000.000-667.000	RENT	15,632	15,632	22,632	23,028	0	24,000	23,000	-4.17%
101-000.000-667.200	LEASE AGREEMENT - AT&T	14,300	15,600	14,300	10,992	10,400	15,600	15,600	0.00%
101-000.000-667.517	RENT - TRANSFER FACILITY	38,600	48,000	48,000	26,676	16,000	48,000	0	-100.00%
101-000.000-668.528	ROYALTIES - TRANSFER FACILITY	20,559	16,833	20,969	19,061	2,883	20,000	0	-100.00%
101-000.000-669.000	CHANGE IN INVESTMENTS	2,218	2,981	(841)	(22,887)	(17,176)	0	0	-
101-000.000-673.000	SALE OF CITY PROPERTY	0	32	1,536	856,221	866,407	0	0	-
101-000.000-674.000	CONTRIBUTIONS IN LIEU OF TAX	1,069,882	1,078,649	1,141,170	1,149,607	733,178	1,100,000	1,213,828	10.35%



## General Fund Revenues

		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU	CURRENT	PROPOSED	CHANGE
						2022-23	2022-23	2023-24	
101-000.000-675.247	CONTRIBUTIONS & DONATIONS- TIFA	10,000	10,000	0	0	0	0	0	-
101-000.000-675.595	CONTRIBUTIONS & DONATIONS - AIRPORT	0	0	0	0	100	0	0	-
101-000.000-675.756	CONTRIBUTIONS & DONATIONS - PARKS	0	0	0	6,649	0	0	0	-
101-000.000-687.262	OTHER REFUNDS - ELECTIONS	0	0	0	3,506	0	0	0	-
101-000.000-687.300	OTHER REFUNDS	158,091	168,094	199,547	170,496	115,955	200,000	175,000	-12.50%
101-000.000-689.000	CASH OVER & (SHORT)	(42)	0	0	0	0	0	0	-
101-000.000-692.000	OTHER REVENUE	10,438	10,659	20,878	17,972	5,840	10,000	10,000	0.00%
101-000.000-692.010	OTHER REVENUE - MITCHELL BLDG RENT	0	0	0	0	1,000	0	0	-
101-000.000-692.050	OTHER REVENUE - FOIA	0	0	0	210	534	0	0	-
101-000.000-692.106	OTHER REVENUE - NEW YEAR'S EVE EVENT	17,475	18,977	1,500	10,400	11,900	18,000	12,000	-33.33%
101-000.000-692.174	OTHER REVENUE - ECONOMIC DEVELOPMENT	0	0	0	0	10,500	3,042	13,000	327.35%
101-000.000-692.247	OTHER REVENUE - TIFA FUND	0	0	0	0	0	3,000	3,000	0.00%
101-000.000-692.301	OTHER REVENUE-POLICE DEPT	715	1,529	550	1,749	588	500	75,608	15021.60%
101-000.000-692.336	OTHER REVENUE-LOCAL FIRE GRANT	1,000	3,412	2,000	0	0	0	0	-
101-000.000-692.470	OTHER REVENUE-TREES	0	100	0	2,500	0	0	0	-
101-000.000-692.595	OTHER REVENUE-AIRPORT T-SHIRTS	0	0	0	57	132	0	0	-
101-000.000-699.151	TRANSFER IN - CEMETERY CARE	15,500	0	20,000	20,000	0	20,000	20,000	0.00%
101-000.000-699.174	TRANSFER IN - BPU	20,000	123,309	141,538	0	0	140,000	0	-100.00%
101-000.000-699.202	TRANSFER IN - MAJOR STREETS	74,920	79,081	88,015	91,006	47,843	88,000	92,000	4.55%
101-000.000-699.203	TRANSFER IN - LOCAL STREETS	28,652	24,192	26,044	27,159	14,076	26,000	26,000	0.00%
101-000.000-699.271	TRANSFER IN - LIBRARY	2,000	2,000	2,000	2,000	0	2,000	0	-100.00%
101-000.000-699.481	TRANSFER IN - AIRPORT IMPROVEMENT	0	0	0	0	0	7,500	0	-100.00%
101-000.000-699.588	TRANSFER IN - DIAL-A-RIDE	61,660	59,573	68,781	48,315	0	65,000	65,000	0.00%
101-000.000-699.699	TRANSFER IN - DPS LEAVE & BENEFITS	0	0	20,606	0	0	0	0	-
	TOTAL GENERAL FUND REVENUE	4,719,017	4,983,548	5,491,950	5,786,583	4,577,520	5,009,677	5,297,328	5.74%



## City Council

Adam Stockford – Mayor

[adamstockford@gmail.com](mailto:adamstockford@gmail.com)

517-320-0543

### Council Members

Greg Stuchell – Council Member Ward 1

Cindy Pratt – Council Member Ward 2

Bruce Sharp – Council Member Ward 3

Robert Socha – Council Member Ward 4

Tony Vear – Council Member Ward 1

Will Morrissey – Council Member Ward 2

Gary Wolfram – Council Member Ward 3

Joshua Paladino – Council Member Ward 4

### Department Summary

The City of Hillsdale has a Council/Manager form of government; the manager is appointed by the elected City Council members. The City Council is elected by the voters of the City of Hillsdale to four year terms. The City is divided into four (4) wards, each with two (2) representatives. Elections are held every other year, on the even-numbered years (2022, 2024 etc.), with each ward having one (1) expiring term per election. Term limits prohibit more than two (2) consecutive four (4) year terms as a Councilperson or Mayor. The next election will be held November 5, 2024 when there will be the four (4) Councilpersons' terms expiring, one from each ward.

### Department Goals

- Street repair and reconstruction
- Dilapidated structure demolition
- Mitchell Research Center
- School Resource Officer
- Economic Development

### Budget Summary

1. Personnel expenses consist of payments to Council based on meetings and committee meetings attended, as authorized by the Officers Compensation Commission.
2. Operating expenses include Council training, membership dues in the Michigan Municipal League, auditing and legal services, technology and repair services for computer equipment and engineering reviews of site plans.



		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
<b>CITY COUNCIL - 101</b>									
101-101.000-702.000	WAGES	15,849	17,066	19,072	19,080	10,868	15,597	15,597	0.00%
101-101.000-717.000	WORKERS' COMPENSATION	87	66	44	44	10	70	10	-85.71%
101-101.000-720.000	EMPLOYER'S FICA	1,212	1,305	1,459	1,460	831	1,193	1,193	0.00%
101-101.000-726.000	SUPPLIES	9	96	10	0	64	200	200	0.00%
101-101.000-801.000	CONTRACTUAL SERVICES	900	0	0	900	95	100	100	0.00%
101-101.000-810.000	DUES & SUBSCRIPTIONS	5,045	5,166	0	455	0	5,250	5,250	0.00%
101-101.000-955.200	MISC. - COMMUNICATIONS	0	900	900	0	0	1,000	1,000	0.00%
101-101.000-956.000	TRAINING & SEMINARS	100	0	0	0	0	250	250	0.00%
TOTAL CITY COUNCIL APPROPRIATIONS		23,202	24,599	21,485	21,939	11,868	23,660	23,600	-0.25%



## City Manager

David Mackie

[dmackie@cityofhillsdale.org](mailto:dmackie@cityofhillsdale.org)

517-437-6444

### Department Summary

The City Manager is the Chief Administrative Office (CAO) and reports to the Hillsdale City Council and Board of Public Utilities (BPU). The position of City Manager carries a broad range of responsibilities which include appointment and supervision of department heads; coordination of all city and utility departments; and the preparation and maintenance of the annual budget. The City Manager's position was combined with the BPU Director's position in October 2021 to reduce expenses in the General Fund.

### Department Goals

- Provide and maintain effective and efficient City government.
- Improve quality of life for the City's residents.
- Continue to integrate the City and BPU into one cohesive government entity.
- Maintain a staff review/development process.
- Oversee annual strategic planning process.
- Foster transparency and effective public communication.

### Budget Summary

1. City Manager's budget covers 40% of the combined position expenses.
2. Savings to the General Fund is approximately \$148,000 per year.
3. The City Manager has an office on the third floor of City Hall and a shared office at the BPU.
4. Departmental expenses include supplies, training, seminars, and professional subscriptions.
5. Contractual services for the City Hall office are: copier repair.
6. No capital outlay expenditures are planned for this fiscal year.



		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
<b>CITY MANAGER - 172</b>									
101-172.000-702.000	WAGES	117,985	108,552	102,100	75,592	35,428	67,519	70,069	3.78%
101-172.000-703.000	OVERTIME PAY	138	0	0	0	0	0	0	-
101-172.000-704.000	SICK TIME PAY	718	0	0	103	1,673	0	0	-
101-172.000-705.000	VACATION TIME PAY	792	0	10,483	4,711	3,933	0	0	-
101-172.000-706.000	PERSONAL TIME PAY	1,375	1,601	2,184	454	900	0	0	-
101-172.000-707.000	LONGEVITY PAY	240	240	240	0	0	0	0	-
101-172.000-710.000	HOLIDAY & OTHER PAY	18,552	16,938	16,176	3,632	5,707	0	0	-
101-172.000-715.000	HEALTH & LIFE INSURANCE	8,285	6,860	7,554	3,771	2,944	3,048	5,139	68.60%
101-172.000-716.000	RETIREMENT	17,549	10,656	30,957	23,443	13,039	28,389	18,906	-33.40%
101-172.000-717.000	WORKERS' COMPENSATION	371	164	205	170	33	200	43	-78.50%
101-172.000-718.000	UNEMPLOYMENT INSURANCE	0	100	0	0	0	0	0	-
101-172.000-720.000	EMPLOYER'S FICA	7,470	6,618	8,658	5,657	3,369	5,165	5,199	0.66%
101-172.000-721.000	DISABILITY INSURANCE	466	910	462	277	123	475	270	-43.16%
101-172.000-726.000	SUPPLIES	563	858	591	107	299	1,000	1,000	0.00%
101-172.000-801.000	CONTRACTUAL SERVICES	286	0	110	10	1,109	500	500	0.00%
101-172.000-810.000	DUES & SUBSCRIPTIONS	135	140	450	770	325	1,000	1,000	0.00%
101-172.000-860.000	TRANSPORTATION & MILEAGE	0	0	0	0	0	500	0	-100.00%
101-172.000-956.000	TRAINING & SEMINARS	2,240	1,685	620	588	347	2,500	2,500	0.00%
101-172.000-956.200	LODGING & MEALS	1,635	556	0	438	21	1,500	1,500	0.00%
<b>TOTAL CITY MANAGER APPROPRIATIONS</b>		<b>178,800</b>	<b>155,878</b>	<b>180,790</b>	<b>119,723</b>	<b>69,250</b>	<b>111,796</b>	<b>106,126</b>	<b>-5.07%</b>





		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
ADMINISTRATIVE SERVICES - 175		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-175.000-702.000	WAGES	0	46,173	54,749	46,680	21,835	55,426	28,686	-48.24%
101-175.000-703.000	OVERTIME PAY	0	131	345	0	0	0	0	-
101-175.000-705.000	VACATION TIME PAY	0	1,308	2,189	0	0	0	0	-
101-175.000-710.000	HOLIDAY & OTHER PAY	(1,218)	1,167	310	233	136	0	50	-
101-175.000-715.000	HEALTH & LIFE INSURANCE	0	0	32	0	0	11,796	5,054	-57.15%
101-175.000-716.000	RETIREMENT	549	3,729	1,827	1,271	1,026	13,593	5,596	-58.83%
101-175.000-717.000	WORKERS' COMPENSATION	0	0	0	159	173	200	190	-5.00%
101-175.000-720.000	EMPLOYER'S FICA	0	3,508	2,464	3,293	1,534	4,240	2,168	-48.87%
101-175.000-721.000	DISABILITY INSURANCE	0	0	77	0	0	0	0	-
101-175.000-726.000	SUPPLIES	0	505	732	1,910	805	1,500	1,500	0.00%
101-175.000-726.007	SUPPLIES - COVID	0	0	1,092	127	0	500	0	-100.00%
101-175.000-801.000	CONTRACTUAL SERVICES	27,066	23,340	19,765	24,165	30,044	25,000	25,000	0.00%
101-175.000-802.000	TECHNICAL SERVICES	0	0	0	4,515	20,146	44,995	56,045	24.56%
101-175.000-806.000	LEGAL SERVICES	62,211	17,559	24,676	50,132	21,202	35,000	35,000	0.00%
101-175.000-806.002	LEGAL SERVICES - TAX CASES	150	24,407	6,250	0	0	0	0	-
101-175.000-807.000	ENGINEERING SERVICES - CONTRACT	1,233	894	0	0	0	0	0	-
101-175.000-808.000	AUDITING SERVICES	16,065	16,510	16,700	28,160	0	25,000	0	-100.00%
101-175.000-810.000	DUES & SUBSCRIPTIONS	585	210	663	435	90	1,200	750	-37.50%
101-175.000-818.000	INSURANCE	55,318	59,436	64,196	70,270	77,678	72,500	78,500	8.28%
101-175.000-955.000	MISCELLANEOUS	0	0	0	1,314	0	0	0	-
101-175.000-955.025	MISC. - HOLIDAY RECEPTION	408	422	0	499	489	500	500	0.00%
101-175.000-955.101	MISC. - DOMESTIC HARMONY	6,000	6,000	6,000	0	6,000	6,000	6,000	0.00%
101-175.000-955.106	MISC. - NEW YEAR'S EVE EVENT	14,725	17,582	0	12,188	12,321	13,000	13,000	0.00%
101-175.000-956.000	TRAINING & SEMINARS	1,218	1,377	0	250	1,000	1,000	1,000	0.00%
101-175.000-956.200	LODGING & MEALS	0	0	0	0	0	500	500	0.00%
101-175.000-960.000	BANK FEES	0	0	0	509	883	250	1,000	300.00%
101-175.000-970.000	CAPITAL OUTLAY	0	0	0	0	15,626	30,000	0	-100.00%
TOTAL ADMINISTRATIVE SERVICES APPROPRIATIONS		184,310	224,258	202,067	246,110	210,988	342,200	260,539	-23.86%



## Finance

Karen Lancaster – Interim Finance Director

[finance@cityofhillsdale.org](mailto:finance@cityofhillsdale.org)

517-437-6446

### Department Summary

The Finance Department is responsible for maintaining a system of accounts which shall conform to the uniform system established by the State and is consistent with generally accepted accounting principles. The department is responsible for the collection of all monies, other than property taxes, received by the City, for maintaining the financial records of the City and the Board of Public Utilities, including records of property owned by and belonging to the City, for issuance of purchase orders for goods and services requisitioned by the various administrative departments and for providing assistance to the City Clerk and City Treasurer in carrying out the duties and functions of their respective offices. It is the Finance Department's responsibility to maintain the finances of both the Board of Public Utilities and the City. The two major functions of the department are to facilitate the audits and assist the City Manager and Director of Public Utilities in the preparation of the annual budget. In addition, this department prepares and files all necessary intergovernmental reports; assists other departments with cost analysis, purchasing and capital improvement planning; and performs analysis of various financial and non-financial issues as requested by the City Manager, Board of Public Utilities and the City Council.

### Department Goals

- Provide useful and timely financial information to City and BPU staff, various City Boards, BPU Board and Commissions, as well as city residents in an appropriate format, maximizing the usefulness of the data.
- To provide safety, liquidity and yield in all investments.
- Work with the new audit firm to ensure a timely and accurate audit.
- Work with City Manager and department heads to ensure a balanced budget.

### Department Objectives

- Implement GASB 96, *Subscription-Based Information Technology Arrangements*.
- Review financial system software to ensure efficient and effective use.
- Continue implementation of the adopted grant policy, moderating and reporting American Rescue Plan funding per federal grant guidelines.

### Budget Summary

1. Personnel consist of one (1) full-time employee and one (1) contracted Finance Director.
2. Operating expenses include general office supplies, training and dues for Michigan Government Finance Officers Association (MGFOA), the national Government Finance Officers Association (GFOA) and the Michigan Municipal Treasurer's Association (MMTA).
3. Contractual services consists of accounting software support.
4. No capital purchases are planned for the fiscal year.



FINANCE - 191		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-191.000-702.000	WAGES	54,755	117,348	154,828	55,688	15,651	60,770	25,037	-58.80%
101-191.000-703.000	OVERTIME PAY	2,735	2,567	0	78	0	0	0	-
101-191.000-704.000	SICK TIME PAY	1,333	3,385	10,785	2,643	935	0	0	-
101-191.000-705.000	VACATION TIME PAY	5,000	5,852	19,184	6,764	584	0	0	-
101-191.000-706.000	PERSONAL TIME PAY	906	1,168	1,871	1,085	150	0	0	-
101-191.000-707.000	LONGEVITY PAY	550	1,100	1,100	0	0	0	0	-
101-191.000-710.000	HOLIDAY & OTHER PAY	2,528	5,907	5,661	2,943	1,179	0	0	-
101-191.000-715.000	HEALTH & LIFE INSURANCE	14,685	32,952	43,393	19,058	5,287	20,509	7,630	-62.80%
101-191.000-716.000	RETIREMENT	3,360	10,775	13,373	4,743	1,168	4,254	1,753	-58.79%
101-191.000-717.000	WORKERS' COMPENSATION	109	220	249	209	33	210	43	-79.52%
101-191.000-718.000	UNEMPLOYMENT INSURANCE	0	200	782	0	0	0	0	-
101-191.000-720.000	EMPLOYER'S FICA	4,814	9,386	13,683	4,637	1,123	4,649	1,915	-58.81%
101-191.000-721.000	DISABILITY INSURANCE	301	582	791	337	69	340	150	-55.88%
101-191.000-724.000	PAYROLL ALLOCATION	0	0	0	(36,097)	0	0	0	-
101-191.000-726.000	SUPPLIES	985	702	415	181	38	0	500	-
101-191.000-801.000	CONTRACTUAL SERVICES	1,953	2,367	3,353	43,950	50,295	69,000	60,000	-13.04%
101-191.000-810.000	DUES & SUBSCRIPTIONS	340	0	432	120	120	0	200	100.00%
101-191.000-860.000	TRANSPORTATION & MILEAGE	222	606	0	0	150	0	250	100.00%
101-191.000-956.000	TRAINING & SEMINARS	123	840	591	0	305	0	500	100.00%
101-191.000-956.200	LODGING & MEALS	0	483	0	0	517	0	500	100.00%
101-191.000-960.000	BANK FEES	0	0	0	1,168	970	0	0	-
TOTAL FINANCE APPROPRIATIONS		94,699	196,440	270,491	107,507	78,574	159,732	98,478	-38.35%



## City Clerk

Katy Price – City Clerk

[kprice@cityofhillsdale.org](mailto:kprice@cityofhillsdale.org)

517-437-6441

### Department Summary

The City Clerk's office duties include maintaining the official City records, administering elections, administering the City's account receivables and creating the daily cash receipting deposits. Updating and monitoring the City Clerk webpage, as well as adding City notices and City news items to the City website. Administers the bidding process for the City of Hillsdale. The office also provides general information to the public. The City Clerk is the official custodian of the City seal and other papers, documents or records pertaining to the City.

### Department Goals

- Verification that all records maintained match all retention requirements, the records are stored in an appropriate fashion and can be retrieved in an efficient manner.
- Maintain electronic files and work towards getting previous hard files switched over to become electronic files, as appropriate.
- Continue to improve the audio/visual delivery of Council meeting.
- Administer all municipal elections and maintain an accurate voter file database utilizing the Qualified Voter File (QVF).
- Complete the three (3) year MAMC Institute program and receive certification.
- Work with the County clerk's office in an Election Outreach program for High School Civics' classes.
- Navigate, Implement and collaborate with the County Clerk's office on the State of Michigan's nine day early voting.

### Department Objectives

- Continue the program to electronically scan and catalogue all City Council minutes.
- Provide updated information for the City ordinance code books and the electronic code book on the City's website, as necessary.
- Maintain a friendly, courteous manner toward the public on the phone and as a first point of contact for visitors to City Hall.
- Continue to improve delivery of the election process. Maintain on-going training to the City's poll workers.

### Budget Summary

1. Personnel consist of one (1) full-time Clerk.
2. Operating expenses are supplies, training, publishing and general maintenance.
3. Contractual services are for copier expenses, website assistance, code book maintenance, election coding and supplies, election AV county board, early voting, and monthly on-site record shredding services.
4. No capital outlay expenditures are planned for this budget year.



CITY CLERK - 215		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-215.000-702.000	WAGES	50,162	39,843	39,916	42,004	31,811	50,432	51,945	3.00%
101-215.000-703.000	OVERTIME PAY	691	90	0	0	0	0	0	-
101-215.000-704.000	SICK TIME PAY	1,221	1,434	1,978	1,201	0	0	0	-
101-215.000-705.000	VACATION TIME PAY	5,149	3,765	3,139	989	0	0	0	-
101-215.000-706.000	PERSONAL TIME PAY	217	538	1,108	0	0	0	0	-
101-215.000-707.000	LONGEVITY PAY	300	600	600	600	600	600	600	0.00%
101-215.000-710.000	HOLIDAY & OTHER PAY	2,012	2,517	2,407	2,177	290	500	500	0.00%
101-215.000-715.000	HEALTH & LIFE INSURANCE	11,700	18,270	20,056	17,484	13,218	20,509	19,075	-6.99%
101-215.000-716.000	RETIREMENT	5,007	4,082	6,213	6,761	6,887	6,749	12,327	82.65%
101-215.000-717.000	WORKERS' COMPENSATION	190	58	91	75	94	100	100	0.00%
101-215.000-718.000	UNEMPLOYMENT INSURANCE	0	100	0	0	0	0	0	-
101-215.000-720.000	EMPLOYER'S FICA	4,172	3,252	3,266	3,220	2,293	3,858	3,974	3.01%
101-215.000-721.000	DISABILITY INSURANCE	253	193	198	198	132	200	290	45.00%
101-215.000-726.000	SUPPLIES	3,146	1,465	2,425	2,366	832	3,000	3,000	0.00%
101-215.000-734.000	POSTAGE	3,884	2,828	2,797	1,045	723	3,000	3,500	16.67%
101-215.000-801.000	CONTRACTUAL SERVICES	10,663	10,945	9,785	10,414	5,881	8,400	10,000	19.05%
101-215.000-810.000	DUES & SUBSCRIPTIONS	0	20	0	0	81	500	500	0.00%
101-215.000-860.000	TRANSPORTATION & MILEAGE	126	0	0	0	0	250	300	20.00%
101-215.000-905.000	PUBLISHING / NOTICES	2,590	1,670	1,220	976	926	2,500	2,500	0.00%
101-215.000-956.000	TRAINING & SEMINARS	7	0	0	0	650	1,000	1,200	20.00%
101-215.000-956.200	LODGING & MEALS	8	0	442	0	0	800	1,000	25.00%
TOTAL CITY CLERK APPROPRIATIONS		101,498	91,670	95,641	89,510	64,418	102,398	110,811	8.22%



ELECTIONS - 262		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-262.000-702.000	WAGES	7,028	5,224	9,423	2,876	241	8,900	0	-100.00%
101-262.000-703.000	OVERTIME PAY	0	0	0	184	0	0	0	-
101-262.000-710.000	HOLIDAY & OTHER PAY	3	7	6	0	0	0	0	-
101-262.000-716.000	RETIREMENT	15	42	38	0	19	0	0	-
101-262.000-720.000	EMPLOYER'S FICA	103	83	89	30	18	0	0	-
101-262.000-726.000	SUPPLIES	913	661	5,696	2,312	1,371	3,000	3,000	0.00%
101-262.000-801.000	CONTRACTUAL SERVICES	11,653	1,223	5,496	2,314	18,069	9,659	10,000	3.53%
101-262.000-905.000	PUBLISHING / NOTICES	0	79	0	0	0	100	0	-100.00%
101-262.000-956.200	LODGING & MEALS	486	618	302	297	891	650	650	0.00%
TOTAL ELECTIONS APPROPRIATIONS		20,201	7,937	21,050	8,013	20,609	22,309	13,650	-38.81%



## Treasurer

Peter Merritt – City Treasurer

[treasurer@cityofhilldale.org](mailto:treasurer@cityofhilldale.org)

517-437-6454

### Department Summary

The Treasurer's Office is responsible for collecting and disbursing funds collected through property taxes for the City of Hillsdale. Taxes are collected two (2) times a year for the City, the Hillsdale Community Library, Hillsdale Community Schools, Hillsdale County Intermediate School District and the State of Michigan. Reports are filed with the State of Michigan at the end of each tax season for all tax abatements issued to businesses in the City of Hillsdale.

### Department Goals

- Get the Delinquent Personal Property System cleaned up by the end of the fiscal year.
- Document all Treasury processes in the Treasurer's Journal by the end of the fiscal year.
- Set up a Treasury Annual Time Line.
- Provide an annual report for Delinquent Personal Property and identify the entities that need to be written off by the end of the fiscal year.
- Set up an annual series of charts that reflect Taxes Collected by each Taxing Entity, the breakdown of the Taxes Collected for the City of Hillsdale by Millage and a chart reflecting Taxes Billed and Taxes Paid.
- Get delinquent personal property taxes up-to-date.
- Develop written policies and procedures for tax collections.
- Develop written policies and procedures for cash handling.

### Budget Summary

1. Personnel consist of one (1) part-time, appointed Treasurer.
2. Operating expenses are supplies, postage, training, publishing, dues and subscriptions, printing and tax refunds and rebates (425 Area and PILOT disbursements to other jurisdictions).
3. Contractual services are for tax software support.
4. No capital items are planned for the year.



CITY TREASURER - 253		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-253.000-702.000	WAGES	18,510	19,434	20,244	17,477	12,594	20,192	21,000	4.00%
101-253.000-716.000	RETIREMENT	276	504	924	1,512	1,288	1,932	2,100	8.70%
101-253.000-717.000	WORKERS' COMPENSATION	54	24	35	29	23	35	24	-31.43%
101-253.000-720.000	EMPLOYER'S FICA	1,416	1,487	1,549	1,337	963	1,545	1,607	4.01%
101-253.000-726.000	SUPPLIES	343	582	527	630	531	625	625	0.00%
101-253.000-734.000	POSTAGE	1,083	3,147	2,511	1,254	0	3,000	2,500	-16.67%
101-253.000-801.000	CONTRACTUAL SERVICES	2,968	2,925	3,740	9,988	3,334	4,000	4,000	0.00%
101-253.000-810.000	DUES & SUBSCRIPTIONS	0	150	538	150	198	0	0	-
101-253.000-860.000	TRANSPORTATION & MILEAGE	170	106	0	0	0	0	0	-
101-253.000-900.000	PRINTING	520	0	0	0	0	0	0	-
101-253.000-956.000	TRAINING & SEMINARS	205	0	0	0	0	0	0	-
101-253.000-956.200	LODGING & MEALS	1,910	0	0	0	0	0	0	-
101-253.000-964.000	REFUNDS & REBATES	118,013	124,590	140,991	146,406	34,940	134,000	145,000	8.21%
TOTAL CITY TREASURER APPROPRIATIONS		145,468	152,949	171,059	178,783	53,871	165,329	176,856	6.97%





## Assessing, Code Enforcement & Planning

Kimberly Thomas, Michigan Advanced Assessing Officer (MAAO) – City Assessor

[Assessor@cityofhillsdale.org](mailto:Assessor@cityofhillsdale.org)

[codeenforcement@cityofhillsdale.org](mailto:codeenforcement@cityofhillsdale.org)

517 437-6440

### Department Summary

The Assessing Department's primary responsibility is to review and update the annual assessment roll for changes or corrections to property classification (determined by current use), description (land divisions and combinations), physical characteristics of the land and improvements, true cash value, transfers of ownership, and exemption status. Assisted by staff Appraiser Olivia Jones, Michigan Certified Assessing Officer (MCAO), the Assessor is required to certify the assessment roll by the first Monday in March, at which time it is turned over to the Board of Review to hear taxpayer appeals. The assessor also represents the City in appeals filed with the Michigan Tax Tribunal.

Planning, Zoning and Code Enforcement Administrator Alan Beeker, MSU Certified Zoning Administrator, is primarily charged with enforcement and administration of the City's property maintenance and zoning codes. Alan works with the Fire Department, Police Department, County Building Inspection Department, IPMC Board of Appeals, Planning Commission and Zoning Board of Appeals to ensure that these codes are developed and enforced fairly and in keeping with the objectives for which the codes were adopted. Our office is also responsible for issuance of Use and Occupancy, Sign, Fence, and Zoning Compliance Permits. Alan also provides assistance to the City's Tax Increment Finance Authority (TIFA).

### Department Goals

- Physically inspect 20% of properties annually for assessment review and data verification.
- Continue to implement CAMA data standards and take other steps as needed to meet or maintain compliance with standards set by the State Tax Commission Audit of Minimum Assessing Requirements and Michigan's Property Assessing Reform Act, P.A. 660 of 2018.
- Complete steps to renew RRC Certification.
- Work with the Planning Commission to review and update current ordinances. Develop City-wide Form-based Zoning code, intended to create uniform streetscapes and improve walkability.

### Department Objectives

- Accurately identify and equitably assess properties in compliance with Michigan statute.
- Work with boards and commissions to improve City Codes to better meet stated City objectives.
- Better the quality of life for residents and visitors through effective code enforcement.



## **Assessing, Code Enforcement & Planning**

### **Budget Summary**

1. Personnel Services cover wages and benefits for three (3) full time employees.
2. Operating expenses are for supplies, postage, transportation, training, and publishing of notices.
3. Contractual services include software maintenance agreements, parcel mapping, appraisals for Tax Tribunal appeals, office equipment leases, and repair and maintenance of blighted properties (reimbursed through tax liens).



ASSESSING - 257		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-257.000-702.000	WAGES	77,595	88,182	101,591	107,578	77,722	120,424	125,635	4.33%
101-257.000-703.000	OVERTIME PAY	120	319	313	138	0	0	0	-
101-257.000-704.000	SICK TIME PAY	2,353	2,699	2,960	1,839	0	500	0	-100.00%
101-257.000-705.000	VACATION TIME PAY	4,130	3,818	4,868	3,179	0	0	0	-
101-257.000-706.000	PERSONAL TIME PAY	1,809	350	1,782	1,308	0	860	0	-100.00%
101-257.000-707.000	LONGEVITY PAY	780	480	480	480	480	480	0	-100.00%
101-257.000-710.000	HOLIDAY & OTHER PAY	5,301	9,238	6,613	6,231	882	0	0	-
101-257.000-715.000	HEALTH & LIFE INSURANCE	8,959	3,351	7,122	6,105	6,933	6,784	7,732	13.97%
101-257.000-716.000	RETIREMENT	7,902	8,387	10,534	15,022	13,073	13,824	22,643	63.79%
101-257.000-717.000	WORKERS' COMPENSATION	584	386	237	219	279	220	300	36.36%
101-257.000-718.000	UNEMPLOYMENT INSURANCE	0	200	0	0	0	0	0	-
101-257.000-720.000	EMPLOYER'S FICA	6,952	7,915	8,811	9,043	5,883	9,212	9,611	4.33%
101-257.000-721.000	DISABILITY INSURANCE	448	532	378	567	378	600	830	38.33%
101-257.000-726.000	SUPPLIES	1,058	626	922	623	821	1,000	2,000	100.00%
101-257.000-734.000	POSTAGE	1,129	1,506	1,150	2,070	1,411	2,000	2,000	0.00%
101-257.000-801.000	CONTRACTUAL SERVICES	7,119	10,236	8,341	7,705	5,900	12,250	19,000	55.10%
101-257.000-806.002	LEGAL SERVICES - TAX CASES	0	0	864	0	0	30,000	15,000	-50.00%
101-257.000-810.000	DUES & SUBSCRIPTIONS	490	515	475	654	588	1,060	750	-29.25%
101-257.000-860.000	TRANSPORTATION & MILEAGE	333	446	12	21	28	500	500	0.00%
101-257.000-900.000	PRINTING	450	0	0	0	0	0	0	-
101-257.000-905.000	PUBLISHING / NOTICES	119	585	460	450	521	500	500	0.00%
101-257.000-930.000	REPAIRS & MAINTENANCE	6	0	61	0	0	0	0	-
101-257.000-956.000	TRAINING & SEMINARS	713	1,510	669	552	205	1,500	1,500	0.00%
101-257.000-956.200	LODGING & MEALS	1,129	98	418	152	0	1,250	1,500	20.00%
101-257.000-970.000	CAPITAL OUTLAY	0	0	0	0	0	0	15,000	100.00%
TOTAL ASSESSING APPROPRIATIONS		129,479	141,379	159,061	163,936	115,104	202,964	224,501	10.61%



Planning - 701		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-701.000-702.000	WAGES	52,076	43,492	46,391	46,657	33,985	53,881	55,498	3.00%
101-701.000-703.000	OVERTIME PAY	15	0	0	0	0	0	0	-
101-701.000-704.000	SICK TIME PAY	1,276	191	246	949	0	700	0	-100.00%
101-701.000-705.000	VACATION TIME PAY	2,955	1,340	2,666	3,546	0	0	0	-
101-701.000-706.000	PERSONAL TIME PAY	910	503	838	226	0	226	0	-100.00%
101-701.000-707.000	LONGEVITY PAY	480	480	480	480	480	480	0	-100.00%
101-701.000-710.000	HOLIDAY & OTHER PAY	4,019	2,394	2,634	2,614	290	500	500	0.00%
101-701.000-715.000	HEALTH & LIFE INSURANCE	17,606	18,350	20,100	17,484	13,218	20,509	19,075	-6.99%
101-701.000-716.000	RETIREMENT	5,203	4,091	5,154	8,000	7,307	7,209	13,170	82.69%
101-701.000-717.000	WORKERS' COMPENSATION	265	262	173	167	98	170	105	-38.24%
101-701.000-718.000	UNEMPLOYMENT INSURANCE	0	100	0	0	0	0	0	-
101-701.000-720.000	EMPLOYER'S FICA	4,390	3,399	3,734	3,837	2,450	4,122	4,246	3.01%
101-701.000-721.000	DISABILITY INSURANCE	304	310	279	231	154	280	264	-5.71%
101-701.000-726.000	SUPPLIES	342	540	111	328	439	500	500	0.00%
101-701.000-801.000	CONTRACTUAL SERVICES	855	1,499	698	1,252	715	2,200	3,200	45.45%
101-701.000-801.372	CONTRACTUAL SERVICES - CODE ENFORCEMENT	0	0	0	69,930	25,364	60,000	100,000	66.67%
101-701.000-810.000	DUES & SUBSCRIPTIONS	2,487	2,242	2,487	2,400	2,170	2,560	2,400	-6.25%
101-701.000-860.000	TRANSPORTATION & MILEAGE	461	139	0	184	138	500	500	0.00%
101-701.000-905.000	PUBLISHING / NOTICES	1	211	612	436	79	500	1,000	100.00%
101-701.000-956.000	TRAINING & SEMINARS	703	790	0	0	89	870	1,500	72.41%
101-701.000-956.200	LODGING & MEALS	950	962	0	0	0	1,000	1,000	0.00%
101-701.000-970.000	CAPITAL OUTLAY	0	0	0	0	0	0	15,000	100.00%
TOTAL PLANNING APPROPRIATIONS		95,298	81,295	86,603	158,721	86,976	156,207	217,958	39.53%



## Human Resources

Laura Sergent – Director

[lsergent@cityofhillsdale.org](mailto:lsergent@cityofhillsdale.org)

517-437-6443

### Department Summary

The Human Resources Department is responsible for payroll, Federal and State tax reporting, workers' compensation, Federal and State unemployment reporting, Freedom of Information, hiring process, employee relations, and bargaining unit negotiations. Also, administrating three (3) retirement plans with the Municipal Employees (MERS) and two (2) with the International City Managers Association (ICMA), health insurance and other fringe benefits.

### Department Goals

- Continue researching revenue saving alternatives for fringe benefits.
- Work on getting personnel documents in compliance with federal and state laws.
- Utilize more technology to make efficiencies.
- Develop a new hire orientation including training.

### Department Objectives

- Update existing policies and create new ones.
- Insure compliance with Federal and State laws.
- Coordinate activities with other Department Directors and provide individual services for all employees.
- Work on position pay scales.

### Budget Summary

1. Personnel consist of one (1) full-time Director.
2. Operating expenses are for office supplies and training.
3. Contractual services is for payroll software support.
4. No capital expenditures are planned for this budget year.



HUMAN RESOURCES - 270		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-270.000-702.000	WAGES	29,828	71,524	58,277	55,997	23,026	69,010	30,666	-55.56%
101-270.000-704.000	SICK TIME PAY	772	10,053	1,000	580	0	0	0	-
101-270.000-705.000	VACATION TIME PAY	2,832	15,036	1,817	4,194	(199)	0	0	-
101-270.000-706.000	PERSONAL TIME PAY	386	173	727	773	0	0	0	-
101-270.000-707.000	LONGEVITY PAY	550	1,100	0	0	0	0	0	-
101-270.000-710.000	HOLIDAY & OTHER PAY	2,923	4,860	2,998	3,727	(198)	0	0	-
101-270.000-715.000	HEALTH & LIFE INSURANCE	1,956	8,404	19,966	17,484	5,287	20,509	8,622	-57.96%
101-270.000-716.000	RETIREMENT	3,078	7,440	4,909	4,672	1,530	5,331	2,277	-57.29%
101-270.000-717.000	WORKERS' COMPENSATION	86	133	135	112	97	115	103	-10.43%
101-270.000-718.000	UNEMPLOYMENT INSURANCE	0	100	0	0	0	0	0	-
101-270.000-720.000	EMPLOYER'S FICA	2,656	7,643	4,396	4,233	1,476	5,279	2,270	-57.00%
101-270.000-721.000	DISABILITY INSURANCE	159	0	346	356	103	365	226	-38.08%
101-270.000-724.000	PAYROLL ALLOCATION	0	0	0	(30,131)	0	0	0	-
101-270.000-726.000	SUPPLIES	694	355	654	567	913	500	1,000	100.00%
101-270.000-801.000	CONTRACTUAL SERVICES	1,468	1,468	1,500	1,125	274	800	1,200	50.00%
101-270.000-810.000	DUES & SUBSCRIPTIONS	0	0	0	0	229	0	0	-
101-270.000-860.000	TRANSPORTATION & MILEAGE	0	0	0	0	188	500	500	0.00%
101-270.000-956.000	TRAINING & SEMINARS	0	0	0	590	590	500	500	0.00%
101-270.000-956.200	LODGING & MEALS	0	0	0	744	651	0	750	100.00%
TOTAL HUMAN RESOURCES APPROPRIATIONS		47,388	128,289	96,725	65,023	33,967	102,909	48,114	-53.25%



## Police

Scott A. Hephner – Chief

[shephner@cityofhillsdale.org](mailto:shephner@cityofhillsdale.org)

517.437.6460

### Department Summary

The Hillsdale City Police Department consists of a Chief, one (1) Lieutenant, three (3) Sergeants, one (1) Detective, eight (8) Patrol Officers, one (1) Administrative Assistant, one (1) Records Manager/Dispatcher, one (1) school resource officer, one (1) part time Police Officer and five (5) Reserve Officers

### Department Accomplishment

The Hillsdale City Police Department entered into an agreement with the Hillsdale Community School District and received grant funding for a School Resource Officer.

### Department Goals

- Maintain a presence inside our local schools and foster positive contacts with the students through utilization of a trained School Resource Officer.
- Provide additional training to staff in areas of specialized response.
- Achieve a level of policy accreditation.

### Department Objectives

- To have a method of sustained contact with our communities youth to further our Community Oriented Policing strategy.
- To provide the best response to protect our community.

### Budget Summary

1. Personnel services reflects fifteen (15) full time Police Officers, one (1) part time Police Officer and two (2) full time support staff.
2. Operating expenses include supplies, training/education, vehicle operation and uniforms.
3. Contractual services consist of: Network Access Fee for In-Car Mobile Data Terminals, Service Agreement/Lease Fax Machine, Software License Fees, Range Fees, M.D.T Fees and Program Use Fees, Policy update service with Daily Training Bulletins, Online Investigation System and Michigan Criminal Justice Information Network (MICJIN) access forensic advantage.
4. No capital outlay expenditures are planned for this fiscal year.



		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
POLICE - 301		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-301.000-702.000	WAGES	641,243	675,726	703,452	741,867	562,070	765,824	1,008,309	31.66%
101-301.000-702.100	WAGES-PART-TIME	0	0	0	0	0	0	5,000	100.00%
101-301.000-703.000	OVERTIME PAY	52,536	44,036	55,250	48,957	49,035	50,000	50,000	0.00%
101-301.000-704.000	SICK TIME PAY	29,854	26,756	31,904	35,166	0	21,232	9,957	-53.10%
101-301.000-705.000	VACATION TIME PAY	50,359	46,716	55,355	50,408	0	63,904	0	-100.00%
101-301.000-706.000	PERSONAL TIME PAY	10,478	9,442	9,038	8,735	0	9,056	0	-100.00%
101-301.000-707.000	LONGEVITY PAY	12,765	11,380	10,650	12,800	9,600	9,050	9,150	1.10%
101-301.000-710.000	HOLIDAY & OTHER PAY	47,424	50,384	51,342	57,000	14,267	63,936	22,400	-64.96%
101-301.000-710.001	OTHER - HAZARD PAY	0	0	17,000	0	0	0	0	-
101-301.000-715.000	HEALTH & LIFE INSURANCE	194,314	194,809	206,284	183,062	130,926	207,641	211,172	1.70%
101-301.000-716.000	RETIREMENT	214,374	211,599	247,057	295,768	222,713	302,114	334,883	10.85%
101-301.000-717.000	WORKERS' COMPENSATION	12,956	9,540	8,953	9,050	7,219	10,580	7,500	-29.11%
101-301.000-718.000	UNEMPLOYMENT INSURANCE	0	1,450	0	0	0	0	0	-
101-301.000-720.000	EMPLOYER'S FICA	14,451	15,450	16,557	16,876	11,255	18,096	20,333	12.36%
101-301.000-721.000	DISABILITY INSURANCE	3,539	3,697	3,899	4,145	2,470	5,000	4,200	-16.00%
101-301.000-726.000	SUPPLIES	40,427	7,888	5,601	14,510	6,349	9,000	9,000	0.00%
101-301.000-730.000	POLICE VEH/EQUIP MAIN SUPPLIES	0	0	0	45	0	1,000	1,000	0.00%
101-301.000-740.301	FUEL & LUBRICANTS - POLICE	0	0	0	30,622	17,440	25,000	30,000	20.00%
101-301.000-742.000	CLOTHING / UNIFORMS	8,968	10,632	10,274	7,461	5,499	10,000	10,000	0.00%
101-301.000-801.000	CONTRACTUAL SERVICES	13,488	13,645	14,423	47,958	15,877	17,000	17,000	0.00%
101-301.000-810.000	DUES & SUBSCRIPTIONS	404	385	190	385	385	400	400	0.00%
101-301.000-818.301	INSURANCE - POLICE	12,944	14,230	14,316	19,332	21,044	21,000	25,000	19.05%
101-301.000-850.000	TELEPHONE	0	0	0	0	0	1,980	0	-100.00%
101-301.000-860.000	TRANSPORTATION & MILEAGE	578	181	188	0	3,399	500	750	50.00%
101-301.000-900.000	PRINTING	393	561	908	185	831	1,000	1,000	0.00%
101-301.000-905.000	PUBLISHING / NOTICES	0	78	0	0	0	0	0	-
101-301.000-930.000	REPAIRS & MAINTENANCE	2,890	889	1,562	1,143	14,099	28,000	35,000	25.00%
101-301.000-940.000	EQUIPMENT RENTAL	65,302	62,188	66,151	0	0	0	0	-
101-301.000-955.221	MISC - PHYSICAL EXAMINATIONS	671	1,366	1,472	374	0	2,000	1,500	-25.00%
101-301.000-955.222	MISC - SHOTS & TRAINING	0	0	0	0	0	200	200	0.00%
101-301.000-955.301	LOCAL GRANT PURCHASES - POLICE	430	169	0	0	0	0	0	-
101-301.000-956.000	TRAINING & SEMINARS	1,683	450	613	3,010	21,253	4,200	15,000	257.14%
101-301.000-956.005	STATE TRAINING FUNDS	2,735	1,845	2,585	500	1,720	3,000	3,000	0.00%
101-301.000-956.200	LODGING & MEALS	523	295	127	866	302	1,000	1,000	0.00%
101-301.000-970.000	CAPITAL OUTLAY	0	0	0	46,944	0	0	0	-
TOTAL POLICE APPROPRIATIONS		1,435,729	1,415,787	1,535,151	1,637,169	1,117,753	1,651,713	1,832,754	10.96%





## Fire

Scott A. Hephner – Chief

[shephner@cityofhillsdale.org](mailto:shephner@cityofhillsdale.org)

517-437-6460

### Department Summary

The City Fire Department consists of a Chief, one (1) Deputy Chief, one (1) Lieutenant, two (2) Engineers and twelve (12) part time (on-call) firefighters. The department is licensed as a medical first responder agency and staff is trained in ice rescue, hazardous materials operations, confined space rescue, vehicle extrications as well as up to date firefighting tactics.

### Department Accomplishments

The Hillsdale City Fire Department obtained an inflatable Zodiac watercraft for waterway and flood rescue incidents. Received 32 hours of up to date Confined Space Rescue Training.

### Department Goals

- To acquire and maintain needed equipment to enhance our rescue readiness initiative.
- Continue to allow personnel to train to the medical level of EMT.
- Cross train with the Police Department.

### Department Objectives

- To be able to ensure the safety of fire personnel and utilize equipment to life expectancy.
- To provide the community with a higher level of medical first response.
- To have a working strategy for responding to mass casualty events in a hazardous environment, along with initiating fire suppression tactics with available personnel.

### Budget Summary

1. Personnel service reflects four (4) full time employees, one (1) shared Chief with Police Department and twelve (12) part time on-call firefighters.
2. Operating expenses include supplies, vehicle repairs and maintenance, utilities, fuel, training, uniform replacement and medical exams including immunizations.
3. Contractual services consist of; software licensing, Lexipol managed policies, compressed breathing air testing and annual maintenance of the air purification system, Hurst rescue tools, annual pump testing, aerial and ground ladder testing, Department of Transportation Inspection/Preventative Maintenance, SCBA Harness System inspection and testing and bottles hydro tested. All of which are required by OSHA and NFPA.
4. No capital outlay expenditures are planned for this fiscal year.



		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
FIRE - 336		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-336.000-702.000	WAGES	165,036	168,781	215,078	218,535	159,618	229,039	273,971	19.62%
101-336.000-702.336	WAGES - PART-TIME FIREFIGHTER	36,087	43,265	33,180	37,794	28,279	35,000	45,000	28.57%
101-336.000-703.000	OVERTIME PAY	52,754	45,482	33,722	38,649	24,238	28,508	32,000	12.25%
101-336.000-704.000	SICK TIME PAY	4,387	2,203	4,245	3,500	0	3,452	0	-100.00%
101-336.000-705.000	VACATION TIME PAY	13,099	14,789	18,241	11,815	2,575	16,242	0	-100.00%
101-336.000-706.000	PERSONAL TIME PAY	5,044	4,406	4,943	4,779	537	6,006	0	-100.00%
101-336.000-707.000	LONGEVITY PAY	2,200	2,200	2,750	1,100	1,100	1,650	1,650	0.00%
101-336.000-710.000	HOLIDAY & OTHER PAY	8,753	6,667	9,002	11,728	1,847	13,158	13,382	1.70%
101-336.000-710.001	HAZARD PAY	0	0	17,000	0	0	0	0	-
101-336.000-715.000	HEALTH & LIFE INSURANCE	29,595	30,410	52,228	46,746	50,173	60,897	64,471	5.87%
101-336.000-716.000	RETIREMENT	27,181	35,045	49,461	62,948	52,696	75,823	72,475	-4.42%
101-336.000-717.000	WORKERS' COMPENSATION	5,951	4,397	4,604	4,762	5,406	5,650	5,600	-0.88%
101-336.000-718.000	UNEMPLOYMENT INSURANCE	0	350	0	0	0	0	0	-
101-336.000-720.000	EMPLOYER'S FICA	6,502	6,627	7,627	6,614	4,717	6,918	3,873	-44.02%
101-336.000-721.000	DISABILITY INSURANCE	737	718	1,018	947	748	1,489	1,500	0.74%
101-336.000-726.000	SUPPLIES	7,225	7,951	4,569	6,537	3,887	8,000	8,000	0.00%
101-336.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	511	907	1,242	1,283	458	1,000	1,000	0.00%
101-336.000-740.000	FUEL & LUBRICANTS	5,353	3,907	4,296	8,050	5,491	7,500	7,500	0.00%
101-336.000-742.000	CLOTHING / UNIFORMS	454	716	2,717	2,022	921	3,000	3,000	0.00%
101-336.000-801.000	CONTRACTUAL SERVICES	3,691	2,718	6,163	6,028	10,830	9,000	16,000	77.78%
101-336.000-810.000	DUES & SUBSCRIPTIONS	0	0	200	375	175	375	250	-33.33%
101-336.000-818.000	INSURANCE	10,295	12,478	12,162	5,973	3,665	13,000	7,700	-40.77%
101-336.000-860.000	TRANSPORTATION & MILEAGE	0	0	68	234	0	200	200	0.00%
101-336.000-920.000	UTILITIES	10,431	10,507	10,592	11,142	9,246	10,500	12,000	14.29%
101-336.000-930.000	REPAIRS & MAINTENANCE	7,907	2,022	9,329	20,639	8,268	10,000	10,000	0.00%
101-336.000-955.221	MISC - PHYSICAL EXAMINATIONS	53	35	279	309	0	400	400	0.00%
101-336.000-955.222	MISC - SHOTS & TRAINING	395	0	0	0	0	800	800	0.00%
101-336.000-955.336	LOCAL GRANT PURCHASES - FIRE	1,750	1,912	3,340	160	0	0	0	-
101-336.000-956.000	TRAINING & SEMINARS	956	554	295	1,330	3,945	2,500	5,000	100.00%
101-336.000-956.200	LODGING & MEALS	0	0	0	0	663	300	600	100.00%
101-336.000-993.000	INTEREST EXPENSE	11,135	9,995	8,823	7,618	3,347	6,600	5,105	-22.65%
TOTAL FIRE APPROPRIATIONS		417,482	419,042	517,174	521,617	382,830	557,007	591,477	6.19%



## Economic Development

[econdev@cityofhillsdale.org](mailto:econdev@cityofhillsdale.org)

517-437-6426

### Department Summary

The Office of Economic Development is staffed by Sam Fry, Alan Beeker, and David Mackie. This office provides support to the City's Economic Development Corporation (EDC), Tax Increment Finance Authority (TIFA), the Office of Planning and Zoning, City Council and all City departments as needed for economic development.

### Department Goals

- Promote retention, growth, and attraction of all types of businesses – retail, commercial, industrial, technology and tourism related industries.
- Promote development of Three Meadows Subdivision.
- Promote revitalization and occupancy of buildings in downtown Hillsdale.
- Assist in the development of the following site: 23/25 North Broad Street.
- Promote Fiber Options and seek ways to expand fiber throughout the City.

### Department Objectives

- Partner with local economic development entities, local businesses and other community organizations to achieve economic development.
- Seek out and administer grants, investment financing and other funding opportunities that support economic development activities.
- Work with realtors to market the vacant land in Three Meadows Subdivision.
- Encourage development and seek out developers for vacant land at Three Meadows.
- Assist building owners to rehabilitate historical and blighted properties to include rental rehabilitation on the upper floors.
- Pursue funding opportunities for site assessment and remediation of contamination at industrial facilities.
- Encourage downtown development and seek out developers for 23/25 North Broad Street by working with MEDC.
- Work with local internet providers to promote availability and continue to pursue funding for fiber expansion in the City.

### Budget Summary

1. Personnel covers wages and benefits for one full-time employee. A small amount is reimbursed from the Economic Development Corporation Fund for the staff support that is provided.
2. Operating expenses are supplies, publishing of notices, training and seminars, and professional subscriptions.
3. Contractual services are for copier expenses and materials.
4. No capital outlay expenditures are planned for this fiscal year.



ECONOMIC DEVELOPMENT - 728		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-728.000-702.000	WAGES	14,160	39,866	42,223	43,731	31,492	49,447	43,242	-12.55%
101-728.000-703.000	OVERTIME PAY	229	191	0	0	0	0	0	-
101-728.000-704.000	SICK TIME PAY	718	1,505	175	692	88	0	0	-
101-728.000-705.000	VACATION TIME PAY	792	1,251	1,550	1,662	0	0	0	-
101-728.000-706.000	PERSONAL TIME PAY	163	509	524	554	88	0	0	-
101-728.000-707.000	LONGEVITY PAY	480	480	480	480	480	0	0	-
101-728.000-710.000	HOLIDAY & OTHER PAY	835	3,316	3,459	3,702	882	500	0	-100.00%
101-728.000-715.000	HEALTH & LIFE INSURANCE	55	94	136	195	130	0	7,212	100.00%
101-728.000-716.000	RETIREMENT	1,712	3,962	4,317	7,460	7,148	6,616	2,993	-54.76%
101-728.000-717.000	WORKERS' COMPENSATION	45	125	85	71	70	75	75	0.00%
101-728.000-718.000	UNEMPLOYMENT INSURANCE	0	100	0	0	0	0	0	-
101-728.000-720.000	EMPLOYER'S FICA	1,314	3,522	3,598	3,621	2,367	3,783	3,271	-13.53%
101-728.000-721.000	DISABILITY INSURANCE	51	100	128	213	185	195	240	23.08%
101-728.000-726.000	SUPPLIES	258	651	510	22	115	1,000	1,000	0.00%
101-728.000-801.000	CONTRACTUAL SERVICES	927	0	230	0	7,073	0	10,130	100.00%
101-728.000-810.000	DUES & SUBSCRIPTIONS	620	910	490	340	350	350	400	14.29%
101-728.000-860.000	TRANSPORTATION & MILEAGE	0	86	57	36	0	300	100	-66.67%
101-728.000-900.000	PRINTING	0	0	0	932	0	0	1,000	100.00%
101-728.000-905.000	PUBLISHING / NOTICES	80	80	0	50	0	100	0	-100.00%
101-728.000-956.000	TRAINING & SEMINARS	609	1,772	214	40	171	1,500	1,200	-20.00%
101-728.000-956.200	LODGING & MEALS	30	571	0	0	0	700	600	-14.29%
TOTAL ECONOMIC DEVELOPMENT APPROPRIATIONS		23,078	59,091	58,176	63,801	50,639	64,566	71,463	10.68%



## Airport

Ginger Moore – Director

[Hillsdale\\_Airport@cityofhillsdale.org](mailto:Hillsdale_Airport@cityofhillsdale.org)

517-797-4833

### Department Summary

The City of Hillsdale employs Ginger Moore as the Airport Manager and Stephen Boyd as the Assistant Manager. The Airport continues to serve the community as an important component of the transportation infrastructure and economic development of the City, as well as the entire County. It is the responsibility of management to assure that the airport meets or exceeds all State and Federal regulations. Keeping the facility in excellent condition is crucial to attracting tenants and supporters as well as gaining local, State and Federal funding for needed improvements.

### Department Accomplishments

- Received \$2.5 million Terminal Grant from the FAA to build new terminal building.
- All hangers are occupied. One (1) terminal hanger, two (2) corporate hangars, and seventeen (17) t-hangers.
- Terminal building has been refurbished. New flooring, blinds and fresh paint.
- Received an A+ Inspection by MDOT.

### Department Goals

- Create development opportunities with direct access to the airfield for parties interested in growing with the Airport. Currently working with private individuals to build hangars.
- Design and start construction on the new Airport Terminal.
- Continue to improve local and community participation at the airport through education, flying events and keeping the public informed on current events.

### Department Objectives

- Maintain efficiency on ground maintenance and building maintenance.
- Maintaining a safe and quality fuel facility and fueling truck.
- Attend Aviation conferences and maintaining a close relationship with Michigan Aeronautics and the FAA. Promoting our airport and competing for State and Federal airport grants.



## Airport

### **Budget Summary**

1. Personnel consist of Airport Manager, Assistant Airport Manager and part-time "at will" employees for busy times.
2. Operating expenses are fuel and lubricants, supplies, utilities, repairs and maintenance, insurance, telephone, due and subscriptions.
3. Contractual services are Fuel truck, Avfuel Hub, garbage pick-up and MDOT for Automated Weather observation station (AWOS).
4. Capital Outlay items are appropriated through the Airport Improvement Fund (481).
5. Revenues consist of landing fees, fuel sales and hangar rents.



AIRPORT - 595		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-595.000-702.000	WAGES	57,697	59,453	56,363	64,906	47,133	58,414	62,579	7.13%
101-595.000-703.000	OVERTIME PAY	5,034	3,957	4,672	5,160	1,738	0	0	-
101-595.000-704.000	SICK TIME PAY	411	1,082	2,229	124	0	0	0	-
101-595.000-705.000	VACATION TIME PAY	263	676	1,115	809	146	0	0	-
101-595.000-706.000	PERSONAL TIME PAY	132	676	527	0	0	0	0	-
101-595.000-710.000	HOLIDAY & OTHER PAY	1,708	1,856	2,235	4,623	802	0	0	-
101-595.000-715.000	HEALTH & LIFE INSURANCE	13,559	14,337	15,830	5,574	130	6,784	1,000	-85.26%
101-595.000-716.000	RETIREMENT	3,005	2,733	2,940	3,083	2,010	2,665	2,962	11.14%
101-595.000-717.000	WORKERS' COMPENSATION	1,790	469	644	641	531	650	540	-16.92%
101-595.000-720.000	EMPLOYER'S FICA	4,857	4,979	4,886	5,712	3,808	4,468	4,787	7.14%
101-595.000-721.000	DISABILITY INSURANCE	48	192	198	189	144	200	240	20.00%
101-595.000-725.000	FRINGE BENEFITS - ALLOCATED	128	59	10	111	58	160	0	-100.00%
101-595.000-726.000	SUPPLIES	2,280	2,654	1,786	4,615	3,441	2,500	5,000	100.00%
101-595.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	0	0	903	291	0	0	0	-
101-595.000-740.000	FUEL & LUBRICANTS	7,215	2,742	2,753	3,185	2,285	3,000	3,000	0.00%
101-595.000-801.000	CONTRACTUAL SERVICES	10,562	16,274	15,670	18,268	12,747	16,000	18,000	12.50%
101-595.000-810.000	DUES & SUBSCRIPTIONS	584	105	307	107	120	300	400	33.33%
101-595.000-818.000	INSURANCE	4,416	4,849	5,444	5,604	4,762	5,000	5,200	4.00%
101-595.000-850.000	TELEPHONE	1,819	2,366	2,604	2,425	758	3,000	1,430	-52.33%
101-595.000-860.000	TRANSPORTATION & MILEAGE	87	82	37	70	0	100	100	0.00%
101-595.000-920.000	UTILITIES	10,663	12,554	9,556	15,540	9,301	13,000	15,000	15.38%
101-595.000-930.000	REPAIRS & MAINTENANCE	5,285	5,092	11,400	20,495	5,280	8,000	10,000	25.00%
101-595.000-940.000	EQUIPMENT RENTAL	918	803	10	1,528	1,518	500	500	0.00%
101-595.000-956.000	TRAINING & SEMINARS	422	261	0	1,279	431	8,000	500	-93.75%
101-595.000-956.200	LODGING & MEALS	31	0	0	0	0	0	0	-
TOTAL AIRPORT APPROPRIATIONS		132,914	138,251	142,119	164,339	97,143	132,741	131,238	-1.13%



## Engineering Services

Kristin Bauer – Engineer

[kbauer@cityofhillsdale.org](mailto:kbauer@cityofhillsdale.org)

517-437-6479

### Department Summary

This Engineering Department was established in 2020 with one employee who is a Licensed Professional Engineer. This position was established to assist multiple departments with a varied number of construction projects and long term asset management planning efforts. Prior to the addition of this department the operations handled by the City Engineer were carried out by various different Consulting Engineering firms. The City Engineer will take an active role with the Public Services, Water, Wastewater and Electric Departments as well as utilizing their knowledge for assistance with Facilities Maintenance, Site Plan Reviews and any other applicable projects.

### Department Goals

- Support to the City's various departments with an eye to long term infrastructure needs, planning and increased coordination citywide.

### Department Objectives

- To develop long term asset management plans for city wide infrastructure projects.
- Develop long term funding models to support the infrastructure needs, per the developed plans.
- Provide construction project management and oversight.
- Assist in grant research and applications.
- Develop systems and ordinances that support good engineering practices and sustainability of the infrastructure and support the long term plans and asset maintenance.

### Budget Summary

1. Personnel consist of one (1) full-time Engineer and one (1) Engineering Technician.
2. Operating expenses are for office supplies and training.
3. No contractual services has been budgeted.
4. No capital expenditures are planned for this budget year.





		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
ENGINEERING SERVICES - 447		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-447.000-702.000	WAGES	0	1,650	16,298	16,063	20,974	28,791	23,858	-17.13%
101-447.000-702.100	WAGES - PART-TIME	0	0	0	0	0	0	905	100.00%
101-447.000-704.000	SICK TIME PAY	0	0	168	2,536	0	0	0	-
101-447.000-705.000	VACATION TIME PAY	0	0	5,472	5,549	0	0	0	-
101-447.000-706.000	PERSONAL TIME PAY	0	0	1,010	1,040	0	0	0	-
101-447.000-710.000	HOLIDAY & OTHER PAY	0	0	3,509	3,793	217	0	0	-
101-447.000-715.000	HEALTH & LIFE INSURANCE	0	1,653	7,521	8,622	13,218	6,358	6,094	-4.15%
101-447.000-716.000	RETIREMENT	0	0	1,724	1,923	1,313	2,015	1,644	-18.41%
101-447.000-717.000	WORKERS' COMPENSATION	0	0	162	8	299	0	315	100.00%
101-447.000-720.000	EMPLOYER'S FICA	0	121	1,856	2,084	1,503	2,202	1,797	-18.39%
101-447.000-721.000	DISABILITY INSURANCE	0	115	385	462	308	465	528	13.55%
101-447.000-726.000	SUPPLIES	0	0	0	0	0	0	500	100.00%
101-447.000-801.000	CONTRACTUAL SERVICES	0	0	663	0	0	0	0	-
101-447.000-810.000	DUES & SUBSCRIPTIONS	0	0	80	0	582	700	700	0.00%
101-447.000-956.000	TRAINING & SEMINARS	0	95	0	0	20	200	200	0.00%
101-447.000-956.200	LODGING & MEALS	0	0	0	0	0	500	500	0.00%
TOTAL ENGINEERING SERVICES APPROPRIATIONS		0	3,634	38,848	42,080	38,434	41,231	37,041	-10.16%



## Public Services

Jason Blake – Director

[jblake@cityofhillsdale.org](mailto:jblake@cityofhillsdale.org)

517-437-6491

### Department Summary

The Public Services Department consists of a Director, Administrative Assistant, Sexton, Forester, Foreman, seven (7) Service employees, and three (3) seasonal/intern employees that provide services to the general public, businesses, and other government agencies. This department is responsible for a number of budgets including; Administration, Major/Trunkline & Local Streets, Parks, Forestry, Cemeteries, Building & Grounds, Parking Lots, Sidewalk Replacement, Inventory, DART, and RMEF (Fleet Vehicles). This department provides information services as well as maintains records, writes grants, administers street and right-of-way permits, building demolitions, select inspections and other planning activities. This department also provides support to the Airport, Dial-A-Ride, BPU and a number of Capital Improvement Projects.

### Department Goals

- An infrastructure system that is designed to be functional, is well constructed and properly maintained to serve the people now and into the future.

### Department Objectives

- Repave/Rehab Westwood Dr., Sumac, Picardy, Corona and Azalea Ct. in addition to Glendale, Highland, Cold Springs Circle, and Westwood Dr. from Highland to Lewis St.
- Complete repaving of BPU water and sewer projects.
- Continue to maintain and elevate the condition of all city streets.

### Budget Summary

1. Personnel consist of a Director, Secretary, full time and seasonal employees totaling 9,104.5 personnel hours.
2. Operating expenses include; supplies, employee training, uniforms, publishing, utilities, CDL licensing, repairs and maintenance, drug and alcohol testing, solid waste bags, equipment rental and professional dues and subscriptions.
3. Contractual services consist of; engineering, lawn maintenance, compost site maintenance (brush grinding), City Hall cleaning, maintenance, and library maintenance.
4. Capital outlay requests for Public Services are as follows; carpet replacement on 3<sup>rd</sup> floor council chambers in addition to 2<sup>nd</sup> floor conference room at City Hall. Additional request for City Call is to upgrade the entrance doors with ADA push buttons. Capital Outlay expenditures for Public Services, Parks and Cemeteries are appropriated through the Capital Improvement fund.



		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
PUBLIC SERVICES - 441		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-441.000-702.000	WAGES	119,715	129,440	128,352	157,899	141,236	140,573	164,334	16.90%
101-441.000-702.019	OVERTIME PAY	0	0	33,469	0	0	0	0	-
101-441.000-703.000	OVERTIME PAY	1,591	507	39	233	393	1,000	1,000	0.00%
101-441.000-704.000	SICK TIME PAY	1,491	4,021	1,778	5,107	5,283	1,808	0	-100.00%
101-441.000-705.000	VACATION TIME PAY	7,643	5,201	8,418	8,982	1,022	10,096	0	-100.00%
101-441.000-706.000	PERSONAL TIME PAY	1,120	1,281	1,735	2,191	0	904	0	-100.00%
101-441.000-707.000	LONGEVITY PAY	1,100	2,100	2,100	2,100	1,100	2,200	2,300	4.55%
101-441.000-710.000	HOLIDAY & OTHER PAY	5,379	6,039	9,413	13,994	4,470	5,078	650	-87.20%
101-441.000-715.000	HEALTH & LIFE INSURANCE	31,320	27,087	17,447	17,633	22,603	21,508	41,976	95.16%
101-441.000-716.000	RETIREMENT	10,120	10,325	13,703	22,234	15,337	20,330	21,287	4.71%
101-441.000-717.000	WORKERS' COMPENSATION	148	337	255	234	1,356	235	1,380	487.23%
101-441.000-718.000	UNEMPLOYMENT INSURANCE	0	200	0	0	0	0	0	-
101-441.000-720.000	EMPLOYER'S FICA	9,617	10,562	13,303	13,312	11,446	10,830	12,572	16.08%
101-441.000-721.000	DISABILITY INSURANCE	531	537	510	549	424	2,035	660	-67.57%
101-441.000-725.000	FRINGE BENEFITS - ALLOCATED	12,082	14,532	25,395	11,402	9,573	65,932	47,768	-27.55%
101-441.000-726.000	SUPPLIES	9,415	6,509	8,687	8,931	3,113	8,000	8,000	0.00%
101-441.000-742.000	CLOTHING / UNIFORMS	1,939	1,329	1,756	1,813	1,723	2,000	2,000	0.00%
101-441.000-801.000	CONTRACTUAL SERVICES	22,880	23,717	33,257	30,961	6,299	30,328	48,045	58.42%
101-441.000-810.000	DUES & SUBSCRIPTIONS	1,000	1,444	1,832	1,591	712	2,316	2,144	-7.43%
101-441.000-850.000	TELEPHONE	0	0	0	0	160	1,448	1,448	0.00%
101-441.000-860.000	TRANSPORTATION & MILEAGE	136	506	0	405	0	500	500	0.00%
101-441.000-905.000	PUBLISHING / NOTICES	244	0	0	0	0	0	0	-
101-441.000-920.000	UTILITIES	5,566	5,791	4,150	5,667	2,649	5,500	5,500	0.00%
101-441.000-930.000	REPAIRS & MAINTENANCE	1,812	0	1,503	175	106	1,000	1,000	0.00%
101-441.000-940.000	EQUIPMENT RENTAL	1,051	612	863	768	236	1,500	15,000	900.00%
101-441.000-941.000	RMEF REPLACEMENT CHARGE	0	0	0	0	43,689	65,533	82,766	26.30%
101-441.000-955.441	MISC. - SHOE ALLOWANCE	2,000	1,890	1,661	2,376	1,190	2,000	2,750	37.50%
101-441.000-955.588	MISC. - CDL LICENSING/TESTING	970	970	981	2,159	3,423	15,000	7,500	-50.00%
101-441.000-956.000	TRAINING & SEMINARS	2,025	2,808	747	2,113	846	3,935	3,275	-16.77%
101-441.000-956.200	LODGING & MEALS	304	1,730	0	1,016	0	1,750	2,105	20.29%
TOTAL PUBLIC SERVICES APPROPRIATIONS		251,199	259,475	311,354	313,845	278,389	423,339	475,960	12.43%



		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
BUILDINGS AND GROUNDS - 265		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-265.000-702.000	WAGES	41,246	48,310	13,996	12,340	9,315	24,077	39,512	64.11%
101-265.000-703.000	OVERTIME PAY	1,601	1,309	127	124	681	500	500	0.00%
101-265.000-716.000	RETIREMENT	144	89	264	348	311	0	0	-
101-265.000-717.000	WORKERS' COMPENSATION	978	874	272	276	1,084	280	1,150	310.71%
101-265.000-720.000	EMPLOYER'S FICA	3,097	3,634	1,313	912	701	1,880	3,022	60.74%
101-265.000-725.000	FRINGE BENEFITS - ALLOCATED	11,592	8,232	8,665	6,374	2,599	11,446	11,560	1.00%
101-265.000-726.000	SUPPLIES	4,051	6,412	6,452	7,657	8,719	5,500	7,325	33.18%
101-265.000-801.000	CONTRACTUAL SERVICES	22,830	15,945	29,464	26,796	23,679	33,176	46,638	40.58%
101-265.000-801.790	CONTRACTUAL SRV-MITCHELL BLDG	25	2,751	441	174	0	0	0	-
101-265.000-850.000	TELEPHONE	13,420	10,563	5,961	6,154	2,522	6,620	6,620	0.00%
101-265.000-860.000	TRANSPORTATION & MILEAGE	162	20	0	0	0	0	0	-
101-265.000-920.000	UTILITIES	28,040	23,974	25,630	27,919	19,690	28,000	28,500	1.79%
101-265.000-930.000	REPAIRS & MAINTENANCE	11,839	6,541	5,379	8,401	1,774	10,000	10,000	0.00%
101-265.000-940.000	EQUIPMENT RENTAL	4,328	3,710	7,639	4,065	3,689	5,000	5,000	0.00%
101-265.000-957.000	PROPERTY TAXES	3,861	2,152	255	218	1,155	1,000	1,200	20.00%
101-265.000-970.000	CAPITAL OUTLAY	0	0	0	0	2,175	130,000	37,000	-71.54%
TOTAL BUILDINGS AND GROUNDS APPROPRIATIONS		147,214	134,516	105,858	101,758	78,094	257,479	198,027	-23.09%



PARKING LOTS - 571		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-571.000-702.000	WAGES	4,844	3,199	3,063	3,766	1,672	4,639	4,427	-4.57%
101-571.000-703.000	OVERTIME PAY	757	731	977	1,110	197	1,000	1,000	0.00%
101-571.000-716.000	RETIREMENT	80	56	121	222	93	0	0	-
101-571.000-720.000	EMPLOYER'S FICA	389	282	293	351	137	431	415	-3.71%
101-571.000-725.000	FRINGE BENEFITS - ALLOCATED	3,484	2,341	1,969	2,637	527	2,626	1,568	-40.29%
101-571.000-726.000	SUPPLIES	1,425	1,550	1,961	1,363	3,008	1,000	2,035	103.50%
101-571.000-801.000	CONTRACTUAL SERVICES	28,983	7,687	6,831	5,673	4,853	8,880	46,803	427.06%
101-571.000-920.000	UTILITIES	2,404	2,464	1,843	1,336	860	2,500	2,000	-20.00%
101-571.000-940.000	EQUIPMENT RENTAL	4,207	2,706	2,792	3,307	1,138	4,000	3,000	-25.00%
101-571.000-970.000	CAPITAL OUTLAY	828	0	0	0	0	0	0	-
TOTAL PARKING LOTS APPROPRIATIONS		47,401	21,016	19,850	19,765	12,485	25,076	61,248	144.25%

**PARKS - 756**

101-756.000-702.000	WAGES	44,080	31,221	38,928	49,826	19,558	33,461	27,581	-17.57%
101-756.000-703.000	OVERTIME PAY	375	317	826	731	227	750	750	0.00%
101-756.000-716.000	RETIREMENT	354	163	1,134	1,581	460	0	0	-
101-756.000-720.000	EMPLOYER'S FICA	3,118	2,243	2,888	3,688	1,436	2,617	2,167	-17.20%
101-756.000-725.000	FRINGE BENEFITS - ALLOCATED	27,229	18,596	16,748	26,859	5,236	15,933	8,185	-48.63%
101-756.000-726.000	SUPPLIES	5,905	10,176	6,844	16,897	7,845	7,500	10,000	33.33%
101-756.000-726.470	SUPPLIES - REPLACEMENT TREES	0	351	0	3,181	0	0	2,300	100.00%
101-756.000-801.000	CONTRACTUAL SERVICES	75,585	84,254	82,128	80,889	59,422	80,445	121,265	50.74%
101-756.000-920.000	UTILITIES	7,490	6,936	8,561	7,457	5,449	7,000	7,000	0.00%
101-756.000-930.000	REPAIRS & MAINTENANCE	2,787	1,199	1,420	2,024	216	2,500	2,500	0.00%
101-756.000-940.000	EQUIPMENT RENTAL	19,109	16,650	16,405	25,011	12,552	20,000	22,000	10.00%
TOTAL PARKS APPROPRIATIONS		186,032	172,106	175,882	218,144	112,401	170,206	203,748	19.71%



STREET LIGHTING - 448		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-448.000-920.202	UTILITIES - MAJOR STREETS	51,917	52,556	52,836	53,122	34,771	50,000	50,000	0.00%
101-448.000-920.203	UTILITIES - LOCAL STREETS	3,560	3,798	3,583	4,328	2,181	3,750	3,750	0.00%
TOTAL STREET LIGHTING APPROPRIATIONS		55,477	56,354	56,419	57,450	36,952	53,750	53,750	0.00%

**CEMETERIES - 567**

101-567.000-702.000	WAGES	30,363	29,120	39,499	31,236	15,081	35,911	25,566	-28.81%
101-567.000-703.000	OVERTIME PAY	907	598	1,203	3,033	647	1,500	1,500	0.00%
101-567.000-716.000	RETIREMENT	118	306	700	950	537	0	0	-
101-567.000-717.000	WORKERS' COMPENSATION	(82)	1,233	364	370	66	370	70	-81.08%
101-567.000-720.000	EMPLOYER'S FICA	2,221	2,149	2,961	2,513	1,132	2,862	2,070	-27.67%
101-567.000-725.000	FRINGE BENEFITS - ALLOCATED	19,376	16,718	19,220	19,865	4,078	17,423	7,820	-55.12%
101-567.000-726.000	SUPPLIES	3,244	3,414	2,856	5,952	1,961	3,250	3,500	7.69%
101-567.000-801.000	CONTRACTUAL SERVICES	36,568	18,241	5,651	59,215	59,080	61,860	71,255	15.19%
101-567.000-920.000	UTILITIES	902	909	943	749	337	900	900	0.00%
101-567.000-930.000	REPAIRS & MAINTENANCE	52	446	0	0	0	500	500	0.00%
101-567.000-940.000	EQUIPMENT RENTAL	24,197	21,055	33,138	21,020	8,969	25,000	20,000	-20.00%
101-567.000-970.000	CAPITAL OUTLAY	0	0	0	0	0	19,500	0	-100.00%
TOTAL CEMETERIES APPROPRIATIONS		117,866	94,189	106,535	144,903	91,888	169,076	133,181	-21.23%



		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
TRANSFERS TO OTHER FUNDS - 965		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	Change
101-965.000-995.203	TRANSFER OUT - LOCAL STREETS	45,440	125,000	0	0	0	0	0	-
101-965.000-995.208	TRANSFER OUT - RECREATION	62,100	77,405	26,830	64,054	0	43,073	47,291	9.79%
101-965.000-995.401	TRANSFER OUT - CAPITAL IMPROVEMENT	615,000	600,000	0	0	0	50,000	0	-100.00%
101-965.000-995.408	TRANSFER OUT - FIELDS OF DREAMS	10,000	0	0	0	0	0	0	-
101-965.000-995.588	TRANSFER OUT - DIAL-A-RIDE	89,665	50,000	94,615	0	0	133,274	150,632	13.02%
101-965.000-995.633	TRANSFER OUT - PUBLIC SERVICES INVENTORY	30,000	0	0	0	0	0	0	-
101-965.000-995.640	TRANSFER OUT - RMEF	0	0	40,000	0	0	0	0	-
TOTAL TRANSFERS TO OTHER FUNDS APPROPRIATIONS		852,205	852,405	161,445	64,054	0	226,347	197,923	-12.56%
TOTAL APPROPRIATIONS - FUND 101		4,702,867	4,849,439	4,535,298	4,508,190	3,042,633	5,162,035	5,268,443	2.06%
<b>NET OF REVENUES / APPROPRIATIONS - FUND 101</b>		<b>16,150</b>	<b>134,109</b>	<b>956,652</b>	<b>1,278,393</b>	<b>1,534,887</b>	<b>(152,358)</b>	<b>28,885</b>	<b>-118.96%</b>



## Major/Trunkline & Local Streets

Jason Blake – Director

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517-437-6492

### Department Summary

The Public Services Department is responsible for the maintenance and repair of a large portion of infrastructure found along 20.15 miles of major streets, 3.03 miles of State trunk line, and 24.25 miles of local streets within the City of Hillsdale. These areas of responsibility include surface, right-of-way, forestry, traffic, storm drains, and winter maintenance. Maintenance tasks include street sweeping, asphalt patching, crack sealing, curb & gutter replacement, catch basin repairs, storm sewer repairs, pavement markings, tree trimming, removal and replacement, brush pickup, issuance and inspection of right-of-way permits, road condition surveys, traffic counts, snow removal, and any other work done within the street right-of-way. In addition, this department maintains a state trunk line (M-99) under a state contract where, with few exceptions, the City is reimbursed dollar for dollar for any maintenance work done along this portion of highway.

### Department Goals

- An infrastructure system that is designed to be functional, is well constructed and properly maintained to serve the people now and into the future.

### Department Objectives

- Assist in the completion of the update process of identifying and maintaining a Capital Improvement Plan requested by City Council. This will first require the establishment of a long term funding stream for local streets by City Council and the citizens of Hillsdale. Staff continues to seek grant funding for major streets such as, we have successfully done in the past with the State of Michigan Small Urban Grant. In each of the following years up to \$375,000 was awarded to the City of Hillsdale, when combined with matching funds, allowed for the rehabilitation or reconstruction of various major streets: \$375,000 for W. Fayette in 20-21, \$315,300 for a small portion of State Street and storm water lift station in 2016, a large segment of State Street in 2012, and \$212,200 for two blocks of E. Fayette Street [E. of Hillsdale Street] in 2010.
- Completed grant applications include an infrastructure grant awarded through the MEDC (ICE Grant) for \$1,900,000 for reconstruction on Garden, Mead, Vine, and Rippon Streets. Small Urban was used for E Fayette Street in summer of 2020.
- Obtain grants (B Grant) to assist with surface maintenance of various local streets.
- Identify and repair various sidewalk issues throughout the City.

### Budget Summary

1. Personnel consist of 9,029 personnel hours plus fringe benefits.
2. Operating expenses include supplies (asphalt, road salt, signs, etc.), equipment rental, and general maintenance activities.
3. Contractual services include lawn maintenance, tree trimming, tree removal, pavement marking, and railroad signal maintenance, televising and cleaning storm sewers, traffic signal maintenance and street light maintenance.





MAJOR STREETS / TRUNKLINE - 202 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
202-000.000-529.000	FEDERAL GRANT	0	0	0	0	86,953	127,194	0	-100.00%
202-000.000-546.000	STATE GRANT - GAS & WEIGHT TAX	704,064	735,586	832,352	869,535	451,783	893,774	897,145	0.38%
202-000.000-546.048	STATE GRANT - METRO ROW ACT	15,621	17,261	18,250	18,418	0	18,000	18,000	0.00%
202-000.000-548.000	STATE GRANT - TRUNKLINE MAINT	45,140	55,223	49,912	40,530	26,646	51,538	40,000	-22.39%
202-000.000-569.600	STATE GRANT - DISASTER REIMBURSEMENT	0	0	0	12,499	0	0	0	-
202-000.000-665.000	INTEREST	3,922	5,683	3,302	4,717	8,163	3,000	10,000	233.33%
202-000.000-669.000	CHANGE IN INVESTMENTS	715	962	(271)	(6,572)	(2,134)	0	0	0.00%
202-000.000-692.000	OTHER REVENUE	5,335	5,942	4,422	4,936	2,913	0	0	0.00%
202-000.000-692.039	OTHER REVENUE - BPU	1,380	4,878	2,710	9,530	3,335	2,500	2,500	0.00%
202-000.000-692.470	OTHER REVENUE - TREES	2,395	836	100	261	0	0	0	0.00%
202-000.000-699.204	TRANSFER IN - MUNICIPAL STREETS	0	0	0	0	0	325,000	0	-100.00%
TOTAL MAJOR STREETS / TRUNKLINE REVENUE		778,572	826,371	910,777	953,854	577,659	1,421,006	967,645	-31.90%

**MAJOR STREETS / TRUNKLINE - 202  
APPROPRIATIONS**

ADMINISTRATIVE SERVICES - 175

202-175.000-960.000	BANK FEES	0	0	0	137	110	0	0	-
202-175.000-995.101	TRANSFER OUT - GENERAL FUND	70,901	73,559	88,015	91,006	47,843	88,000	92,000	4.55%
202-175.000-995.203	TRANSFER OUT - LOCAL STREETS	150,000	0	50,000	50,000	0	100,000	225,000	125.00%
202-175.000-995.401	TRANSFER OUT - CAPITAL IMPROVEMENT	0	150,000	125,000	0	0	0	0	-
TOTAL ADMINISTRATIVE SERVICES APPROPRIATIONS		220,901	223,559	263,015	141,143	47,953	188,000	317,000	68.62%

ADMINISTRATIVE SERVICES TRUNKLINE - 175.500

202-175.500-995.101	TRANSFER OUT - GENERAL FUND	4,019	5,522	0	0	0	0	0	-
TOTAL ADMINISTRATIVE SERVICES TRUNKLINE APPROPRIATIONS		4,019	5,522	0	0	0	0	0	0.00%



MAJOR STREETS / TRUNKLINE - 202 APPROPRIATIONS		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
SIDEWALKS - 444									
202-444.000-702.000	WAGES	0	0	0	0	0	0	1,833	100.00%
202-444.000-720.000	EMPLOYER'S FICA	0	0	0	0	0	0	140	100.00%
202-444.000-726.000	SUPPLIES	0	0	0	0	170	0	500	100.00%
202-444.000-801.000	CONTRACTUAL SERVICES	0	0	0	0	1,210	0	27,000	100.00%
TOTAL SIDEWALK APPROPRIATIONS		0	0	0	0	1,380	0	29,473	100.00%
STREET SURFACE - 450									
202-450.000-702.000	WAGES	23,310	28,376	28,518	39,593	38,034	32,635	55,020	68.59%
202-450.000-702.100	WAGES - PART TIME	0	0	0	0	0	0	905	100.00%
202-450.000-703.000	OVERTIME PAY	2,201	3,581	630	373	334	3,500	2,500	-28.57%
202-450.000-710.000	HOLIDAY AND OTHER PAY	0	0	11	58	58	0	0	-
202-450.000-716.000	RETIREMENT	116	221	514	1,590	1,952	0	2,173	100.00%
202-450.000-720.000	EMPLOYER'S FICA	1,815	2,258	1,989	2,898	2,682	2,764	4,209	52.28%
202-450.000-725.000	FRINGE BENEFITS - ALLOCATED	15,745	18,244	12,939	9,246	6,638	16,829	16,618	-1.25%
202-450.000-726.000	SUPPLIES	4,839	67,044	10,561	15,755	10,544	12,500	13,158	5.26%
202-450.000-801.000	CONTRACTUAL SERVICES	187,365	11,524	7,885	5,000	1,100	7,200	7,200	0.00%
202-450.000-940.000	EQUIPMENT RENTAL	13,336	18,622	27,010	17,788	14,893	18,000	21,000	16.67%
202-450.000-941.000	RMEF REPLACEMENT CHARGE	0	0	0	0	0	67,411	95,722	42.00%
TOTAL STREET SURFACE APPROPRIATIONS		248,727	149,870	90,057	92,301	76,235	160,839	218,505	35.85%
TRUNKLINE SURFACE - 450.500									
202-450.500-702.000	WAGES	6,927	4,093	820	4,213	2,025	2,968	1,689	-43.09%
202-450.500-703.000	OVERTIME PAY	14	0	0	349	78	250	250	0.00%
202-450.500-716.000	RETIREMENT	31	23	18	96	58	0	0	-
202-450.500-720.000	EMPLOYER'S FICA	488	287	58	324	148	246	148	-39.84%
202-450.500-725.000	FRINGE BENEFITS - ALLOCATED	4,168	2,587	405	2,308	431	1,499	560	-62.64%
202-450.500-726.000	SUPPLIES	1,790	6,286	2,202	5,109	1,150	4,000	3,655	-8.63%
202-450.500-801.000	CONTRACTUAL SERVICES	37	9,442	0	0	0	500	500	0.00%
202-450.500-940.000	EQUIPMENT RENTAL	5,557	2,558	318	4,746	2,140	4,000	3,500	-12.50%
TOTAL TRUNKLINE SURFACE APPROPRIATIONS		19,012	25,276	3,821	17,145	6,030	13,463	10,302	-23.48%





MAJOR STREETS / TRUNKLINE - 202 APPROPRIATIONS		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
R.O.W. MAINTENANCE - 460									
202-460.000-702.000	WAGES	22,254	16,502	17,563	13,021	10,165	20,001	22,859	14.29%
202-460.000-703.000	OVERTIME PAY	286	485	19	2,075	3	800	700	-12.50%
202-460.000-716.000	RETIREMENT	55	62	225	696	372	0	528	100.00%
202-460.000-720.000	EMPLOYER'S FICA	1,579	1,210	1,257	1,582	631	1,591	1,748	9.87%
202-460.000-725.000	FRINGE BENEFITS - ALLOCATED	14,103	9,738	7,565	8,167	2,244	9,687	6,807	-29.73%
202-460.000-726.000	SUPPLIES	1,371	1,349	3,574	1,451	2,345	2,500	2,500	0.00%
202-460.000-801.000	CONTRACTUAL SERVICES	23,839	22,670	10,873	7,460	4,962	25,825	31,834	23.27%
202-460.000-940.000	EQUIPMENT RENTAL	24,092	8,135	11,146	12,560	8,381	25,000	12,500	-50.00%
TOTAL R.O.W. MAINTENANCE APPROPRIATIONS		87,579	60,151	52,222	47,012	29,103	85,404	79,476	-6.94%
TRUNKLINE R.O.W MAINTENANCE - 460.500									
202-460.500-702.000	WAGES	703	914	692	954	712	850	625	-26.47%
202-460.500-703.000	OVERTIME PAY	0	19	0	90	0	75	90	20.00%
202-460.500-716.000	RETIREMENT	7	7	19	41	16	0	0	-
202-460.500-720.000	EMPLOYER'S FICA	48	68	50	91	51	71	55	-22.54%
202-460.500-725.000	FRINGE BENEFITS - ALLOCATED	428	542	338	715	176	431	207	-51.97%
202-460.500-726.000	SUPPLIES	0	40	0	4	0	0	0	-
202-460.500-801.000	CONTRACTUAL SERVICES	1,725	2,114	6,226	1,213	1,606	2,590	3,995	54.25%
202-460.500-940.000	EQUIPMENT RENTAL	1,204	658	394	1,815	613	1,500	1,400	-6.67%
TOTAL TRUNKLINE R.O.W. MAINTENANCE APPROPRIATIONS		4,115	4,362	7,719	4,923	3,174	5,517	6,372	15.50%



MAJOR STREETS / TRUNKLINE - 202 APPROPRIATIONS		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
TREES - 470									
202-470.000-702.000	WAGES	13,568	12,884	12,012	17,050	6,830	12,986	11,992	-7.65%
202-470.000-703.000	OVERTIME PAY	112	371	335	1,223	98	350	350	0.00%
202-470.000-716.000	RETIREMENT	36	43	119	241	70	0	0	-
202-470.000-720.000	EMPLOYER'S FICA	947	926	864	1,269	471	1,020	944	-7.45%
202-470.000-725.000	FRINGE BENEFITS - ALLOCATED	8,616	8,347	5,203	10,844	1,678	6,211	3,566	-42.59%
202-470.000-726.000	SUPPLIES	356	3,114	246	2,202	396	750	750	0.00%
202-470.000-726.470	SUPPLIES - REPLACEMENT TREES	3,490	0	850	526	0	0	750	100.00%
202-470.000-801.000	CONTRACTUAL SERVICES	10,546	9,300	10,450	23,316	28,675	15,000	32,250	115.00%
202-470.000-940.000	EQUIPMENT RENTAL	4,183	2,806	1,704	10,784	1,608	3,500	3,500	0.00%
TOTAL TREES APPROPRIATIONS		41,854	37,791	31,783	67,455	39,826	39,817	54,102	35.88%
TRUNKLINE TREES - 470.500									
202-470.500-702.000	WAGES	283	806	339	855	283	356	459	28.93%
202-470.500-703.000	OVERTIME PAY	0	105	65	235	10	150	150	0.00%
202-470.500-716.000	RETIREMENT	1	8	5	14	5	0	0	-
202-470.500-720.000	EMPLOYER'S FICA	19	64	27	76	20	39	47	20.51%
202-470.500-725.000	FRINGE BENEFITS - ALLOCATED	177	605	192	462	103	236	176	-25.42%
202-470.500-726.000	SUPPLIES	0	11	0	488	26	0	50	100.00%
202-470.500-801.000	CONTRACTUAL SERVICES	425	100	50	3,645	350	350	1,250	257.14%
202-470.500-940.000	EQUIPMENT RENTAL	132	425	175	472	270	350	350	0.00%
TOTAL TRUNKLINE TREES APPROPRIATIONS		1,037	2,124	853	6,247	1,067	1,481	2,482	67.59%



MAJOR STREETS / TRUNKLINE - 202 APPROPRIATIONS		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
DRAINAGE - 480									
202-480.000-702.000	WAGES	11,456	18,877	15,031	17,823	7,292	14,999	18,109	20.73%
202-480.000-703.000	OVERTIME PAY	489	462	243	599	343	500	500	0.00%
202-480.000-716.000	RETIREMENT	36	67	242	468	335	0	528	100.00%
202-480.000-720.000	EMPLOYER'S FICA	838	1,374	1,096	1,330	453	1,186	1,424	20.07%
202-480.000-725.000	FRINGE BENEFITS - ALLOCATED	7,134	11,811	6,509	6,117	1,578	7,218	5,376	-25.52%
202-480.000-726.000	SUPPLIES	10,406	13,856	(4,189)	1,914	199	4,000	3,500	-12.50%
202-480.000-801.000	CONTRACTUAL SERVICES	12,802	3,633	4,339	5,795	1,480	11,000	8,500	-22.73%
202-480.000-940.000	EQUIPMENT RENTAL	14,236	13,932	5,670	7,821	4,546	8,000	8,000	0.00%
TOTAL DRAINAGE APPROPRIATIONS		57,397	64,012	28,941	41,867	16,226	46,903	45,937	-2.06%
TRUNKLINE R.O.W. DRAINAGE - 480.500									
202-480.500-702.000	WAGES	669	1,493	1,419	1,147	756	747	492	-34.14%
202-480.500-703.000	OVERTIME PAY	0	0	149	24	0	100	100	0.00%
202-480.500-716.000	RETIREMENT	7	0	35	46	37	0	0	-
202-480.500-720.000	EMPLOYER'S FICA	47	108	114	85	56	65	45	-30.77%
202-480.500-725.000	FRINGE BENEFITS - ALLOCATED	357	953	609	697	195	348	171	-50.86%
202-480.500-726.000	SUPPLIES	0	242	156	0	0	200	200	0.00%
202-480.500-801.000	CONTRACTUAL SERVICES	141	2,749	14,374	0	0	1,500	1,500	0.00%
202-480.500-940.000	EQUIPMENT RENTAL	317	788	1,576	765	458	1,000	1,000	0.00%
TOTAL TRUNKLINE R.O.W. DRAINAGE APPROPRIATIONS		1,538	6,333	18,432	2,764	1,502	3,960	3,508	-11.41%



MAJOR STREETS / TRUNKLINE - 202 APPROPRIATIONS		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
TRAFFIC - 490									
202-490.000-702.000	WAGES	13,515	18,001	17,035	11,710	7,566	15,003	17,176	14.48%
202-490.000-703.000	OVERTIME PAY	687	1,769	175	495	299	750	750	0.00%
202-490.000-716.000	RETIREMENT	67	66	206	185	214	0	528	100.00%
202-490.000-720.000	EMPLOYER'S FICA	1,002	1,412	1,233	878	461	1,205	1,372	13.86%
202-490.000-725.000	FRINGE BENEFITS - ALLOCATED	8,874	12,458	6,694	2,548	1,728	7,337	5,179	-29.41%
202-490.000-726.000	SUPPLIES	20,305	10,432	13,112	1,880	49,518	52,602	25,000	-52.47%
202-490.000-801.000	CONTRACTUAL SERVICES	19,042	10,404	18,730	61,482	77,403	72,000	14,217	-80.25%
202-490.000-920.000	UTILITIES	4,500	4,596	3,732	2,896	1,942	4,500	3,500	-22.22%
202-490.000-940.000	EQUIPMENT RENTAL	5,770	5,481	5,395	1,741	1,905	6,000	5,000	-16.67%
TOTAL TRAFFIC APPROPRIATIONS		73,762	64,619	66,312	83,815	141,036	159,397	72,722	-54.38%
TRUNKLINE TRAFFIC - 490.500									
202-490.500-702.000	WAGES	478	138	29	1,654	437	349	111	-68.19%
202-490.500-703.000	OVERTIME PAY	27	0	0	219	0	200	200	0.00%
202-490.500-716.000	RETIREMENT	10	2	0	85	15	0	0	-
202-490.500-720.000	EMPLOYER'S FICA	36	9	2	138	31	42	24	-42.86%
202-490.500-725.000	FRINGE BENEFITS - ALLOCATED	306	103	558	871	129	256	90	-64.84%
202-490.500-726.000	SUPPLIES	99	32	49	355	0	250	250	0.00%
202-490.500-801.000	CONTRACTUAL SERVICES	60	0	62	332	423	700	100	-85.71%
202-490.500-920.000	UTILITIES	5,271	5,064	5,095	4,721	1,577	4,500	4,500	0.00%
202-490.500-940.000	EQUIPMENT RENTAL	157	40	5	330	133	250	250	0.00%
TOTAL TRUNKLINE TRAFFIC APPROPRIATIONS		6,444	5,388	5,800	8,705	2,745	6,547	5,525	-15.61%



MAJOR STREETS / TRUNKLINE - 202 APPROPRIATIONS		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF CHANGE
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
WINTER MAINTENANCE - 500									
202-500.000-702.000	WAGES	9,588	6,970	9,699	9,121	4,353	10,016	10,213	1.97%
202-500.000-703.000	OVERTIME PAY	4,751	4,184	4,375	5,304	2,367	5,500	5,500	0.00%
202-500.000-716.000	RETIREMENT	80	74	351	409	369	0	0	-
202-500.000-720.000	EMPLOYER'S FICA	996	794	1,013	1,063	489	1,187	1,202	1.26%
202-500.000-725.000	FRINGE BENEFITS - ALLOCATED	8,819	6,687	9,899	8,580	1,700	7,226	4,540	-37.17%
202-500.000-726.000	SUPPLIES	17,981	21,335	21,215	20,969	12,546	20,000	20,000	0.00%
202-500.000-801.000	CONTRACTUAL SERVICES	1,358	166	0	0	0	1,000	1,000	0.00%
202-500.000-940.000	EQUIPMENT RENTAL	19,457	16,516	20,676	21,960	7,682	22,000	21,000	-4.55%
TOTAL WINTER MAINTENANCE APPROPRIATIONS		63,030	56,726	67,228	67,406	29,506	66,929	63,455	-5.19%
TRUNKLINE WINTER MAINTENANCE - 500.500									
202-500.500-702.000	WAGES	1,392	1,077	1,185	1,052	636	2,497	2,477	-0.80%
202-500.500-703.000	OVERTIME PAY	870	918	2,111	1,061	1,135	1,000	1,500	50.00%
202-500.500-716.000	RETIREMENT	6	0	34	52	68	0	0	-
202-500.500-720.000	EMPLOYER'S FICA	160	138	230	154	128	268	304	13.43%
202-500.500-725.000	FRINGE BENEFITS - ALLOCATED	1,394	877	1,691	1,232	457	1,629	1,149	-29.47%
202-500.500-726.000	SUPPLIES	4,543	6,777	6,414	5,146	6,046	6,000	6,200	3.33%
202-500.500-801.000	CONTRACTUAL SERVICES	17	133	0	0	0	250	250	0.00%
202-500.500-940.000	EQUIPMENT RENTAL	4,520	4,903	6,766	4,718	2,197	4,500	4,500	0.00%
TOTAL TRUNKLINE WINTER MAINTENANCE APPROPRIATIONS		12,902	14,823	18,431	13,415	10,667	16,144	16,380	1.46%
CAPITAL OUTLAY-900.000									
202-900.000-970.000	CAPITAL OUTLAY	0	0	0	0	503,073	941,592	70,000	-92.57%
TOTAL CAPITAL OUTLAY APPROPRIATIONS		0	0	0	0	503,073	941,592	70,000	-92.57%
TOTAL APPROPRIATIONS - FUND 202		842,317	720,556	654,614	594,198	909,523	1,735,993	995,239	-42.67%
<b>NET OF REVENUES / APPROPRIATIONS - FUND 202</b>		<b>(63,745)</b>	<b>105,815</b>	<b>256,163</b>	<b>359,656</b>	<b>(331,864)</b>	<b>(314,987)</b>	<b>(27,594)</b>	<b>-91.24%</b>





LOCAL STREET - 203 REVENUE		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE
						THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
203-000.000-546.000	STATE GRANT - GAS & WEIGHT TAX	318,868	241,921	260,436	271,589	140,757	279,430	280,493	0.38%
203-000.000-546.048	STATE GRANT - METRO ROW ACT	38,147	17,261	18,250	18,418	0	18,000	18,000	0.00%
203-000.000-569.600	STATE GRANT - DISASTER REIMBURSEMENT	0	0	0	7,749	0	0	0	-
203-000.000-665.000	INTEREST	(1)	944	1,296	1,736	1,625	1,000	3,000	200.00%
203-000.000-669.000	CHANGE IN INVESTMENTS	238	321	(91)	(2,191)	(711)	0	0	-
203-000.000-692.000	OTHER REVENUE	39,497	1,803	0	1,119	3,373	0	0	-
203-000.000-692.039	OTHER REVENUE - BPU	1,922	12,191	3,944	1,626	188	2,000	1,500	-25.00%
203-000.000-692.470	OTHER REVENUE - TREES	0	13,826	3,456	100	500	2,000	1,000	-50.00%
203-000.000-699.101	TRANSFER IN - GENERAL FUND	45,440	125,000	0	0	0	0	0	-
203-000.000-699.202	TRANSFER IN - MAJOR STREETS	150,000	0	50,000	50,000	0	100,000	225,000	125.00%
203-000.000-699.204	TRANSFER IN - MUNICIPAL STREETS	0	0	0	0	0	610,000	2,900,000	375.41%
TOTAL LOCAL STREET REVENUE		594,111	413,267	337,291	350,146	145,732	1,012,430	3,428,993	238.69%

**LOCAL STREET - 203  
APPROPRIATIONS**

ADMINISTRATIVE SERVICES - 175

203-175.000-960.000	BANK FEES	0	0	0	46	37	0	100	100.00%
203-175.000-995.101	TRANSFER OUT - GENERAL FUND	28,652	24,192	26,044	27,159	14,076	26,000	26,000	0.00%
TOTAL ADMINISTRATIVE SERVICES APPROPRIATIONS		28,652	24,192	26,044	27,205	14,113	26,000	26,100	0.38%



LOCAL STREET - 203 APPROPRIATIONS		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL THRU 2/28/2023	BUDGETS CURRENT 2022-23	PROPOSED 2023-24	% OF CHANGE
SIDEWALKS - 444									
203-444.000-702.000	WAGES	0	0	0	0	0	0	1,360	100.00%
203-444.000-703.000	OVERTIME PAY	0	0	0	0	0	0	100	100.00%
203-444.000-720.000	EMPLOYER'S FICA	0	0	0	0	0	0	104	100.00%
203-444.000-726.000	SUPPLIES	0	0	0	0	0	0	300	100.00%
203-444.000-801.000	CONTRACTUAL SERVICES	0	0	0	0	1,650	0	18,000	100.00%
203-444.000-940.000	EQUIPMENT RENTAL	0	0	0	0	0	0	250	100.00%
TOTAL SIDEWALKS APPROPRIATIONS		0	0	0	0	1,650	0	20,114	100.00%
STREET SURFACE - 450									
203-450.000-702.000	WAGES	19,220	30,463	45,353	46,506	32,562	54,142	74,747	38.06%
203-450.000-702.100	WAGES - PART TIME	0	0	0	0	0	0	5,426	100.00%
203-450.000-703.000	OVERTIME PAY	556	444	16	217	139	500	300	-40.00%
203-450.000-710.000	HOLIDAY & OTHER PAY	0	0	61	107	49	0	0	-
203-450.000-716.000	RETIREMENT	167	220	1,527	2,214	1,805	0	3,288	100.00%
203-450.000-720.000	EMPLOYER'S FICA	1,389	2,186	3,260	3,401	2,265	4,180	6,156	47.27%
203-450.000-725.000	FRINGE BENEFITS - ALLOCATED	12,544	16,647	11,312	7,648	5,643	25,447	21,682	-14.80%
203-450.000-726.000	SUPPLIES	18,353	70,854	17,881	861	14,238	20,000	20,000	0.00%
203-450.000-801.000	CONTRACTUAL SERVICES	76,137	6,957	4,041	9,521	2,992	7,750	7,750	0.00%
203-450.000-940.000	EQUIPMENT RENTAL	13,481	22,536	25,853	15,466	12,608	15,000	17,000	13.33%
203-450.000-941.000	CONTRACTUAL SERVICES	0	0	0	0	0	38,102	54,104	42.00%
TOTAL STREET SURFACE APPROPRIATIONS		141,847	150,307	109,304	85,941	72,301	165,121	210,453	27.45%
R.O.W. MAINTENANCE - 460									
203-460.000-702.000	WAGES	16,843	12,399	12,740	15,634	8,271	14,995	21,279	41.91%
203-460.000-703.000	OVERTIME PAY	349	73	10	1,258	8	250	250	0.00%
203-460.000-716.000	RETIREMENT	53	73	137	749	346	0	548	100.00%
203-460.000-720.000	EMPLOYER'S FICA	1,204	893	905	1,715	494	1,166	1,646	41.17%
203-460.000-725.000	FRINGE BENEFITS - ALLOCATED	10,772	4,620	2,951	8,896	1,614	7,100	6,220	-12.39%
203-460.000-726.000	SUPPLIES	1,042	500	837	838	275	1,200	1,000	-16.67%
203-460.000-801.000	CONTRACTUAL SERVICES	10,725	27,019	7,168	11,234	4,764	12,600	12,870	2.14%
203-460.000-940.000	EQUIPMENT RENTAL	21,233	7,081	7,505	20,334	8,588	10,000	12,000	20.00%
TOTAL R.O.W. MAINTENANCE APPROPRIATIONS		62,221	52,658	32,253	60,658	24,360	47,311	55,813	17.97%



LOCAL STREET - 203 APPROPRIATIONS		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL THRU 2/28/2023	BUDGETS CURRENT 2022-23	PROPOSED 2023-24	% OF CHANGE
TREES - 470									
203-470.000-702.000	WAGES	18,605	18,631	16,248	18,753	9,667	15,998	12,986	-18.83%
203-470.000-703.000	OVERTIME PAY	80	474	488	306	82	500	400	-20.00%
203-470.000-716.000	RETIREMENT	14	65	183	274	128	0	0	-
203-470.000-720.000	EMPLOYER'S FICA	1,298	1,338	1,171	1,315	669	1,262	1,024	-18.86%
203-470.000-725.000	FRINGE BENEFITS - ALLOCATED	11,348	11,740	7,317	10,281	2,472	7,684	3,867	-49.67%
203-470.000-726.000	SUPPLIES	1,827	3,776	3,968	4,114	1,109	2,000	2,000	0.00%
203-470.000-726.470	SUPPLIES - REPLACEMENT TREES	500	0	3,097	1,673	0	0	2,650	100.00%
203-470.000-801.000	CONTRACTUAL SERVICES	10,291	11,557	11,501	33,689	54,238	32,700	37,250	13.91%
203-470.000-940.000	EQUIPMENT RENTAL	7,744	6,198	3,557	8,546	3,168	5,000	5,000	0.00%
	TOTAL TREES APPROPRIATIONS	51,707	53,779	47,530	78,951	71,533	65,144	65,177	0.05%
DRAINAGE - 480									
203-480.000-702.000	WAGES	18,464	14,395	10,521	18,287	11,042	9,996	16,371	63.78%
203-480.000-703.000	OVERTIME PAY	1,690	77	273	259	67	500	400	-20.00%
203-480.000-716.000	RETIREMENT	28	84	93	410	488	0	548	100.00%
203-480.000-720.000	EMPLOYER'S FICA	1,426	1,025	774	1,337	704	803	1,282	59.65%
203-480.000-725.000	FRINGE BENEFITS - ALLOCATED	12,812	7,673	4,912	5,584	2,332	4,888	4,845	-0.88%
203-480.000-726.000	SUPPLIES	5,926	1,445	1,174	5,890	2,046	7,000	6,000	-14.29%
203-480.000-801.000	CONTRACTUAL SERVICES	2,906	2,501	1,924	2,500	480	9,500	15,500	63.16%
203-480.000-920.000	UTILITIES	631	548	355	342	191	550	450	-18.18%
203-480.000-940.000	EQUIPMENT RENTAL	18,544	10,299	5,939	9,579	7,184	8,000	9,000	12.50%
	TOTAL DRAINAGE APPROPRIATIONS	62,427	38,047	25,965	44,188	24,534	41,237	54,396	31.91%



LOCAL STREET - 203 APPROPRIATIONS		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL THRU 2/28/2023	BUDGETS CURRENT 2022-23	PROPOSED 2023-24	% OF CHANGE
TRAFFIC - 490									
203-490.000-702.000	WAGES	5,438	3,880	5,770	3,917	1,757	3,994	2,965	-25.76%
203-490.000-703.000	OVERTIME PAY	138	180	29	135	0	200	150	-25.00%
203-490.000-716.000	RETIREMENT	19	4	102	138	76	0	0	-
203-490.000-720.000	EMPLOYER'S FICA	394	294	415	297	127	321	238	-25.86%
203-490.000-725.000	FRINGE BENEFITS - ALLOCATED	2,227	6,059	4,551	1,924	453	1,953	900	-53.92%
203-490.000-726.000	SUPPLIES	13,819	2,664	12,301	1,858	2,825	10,000	8,000	-20.00%
203-490.000-801.000	CONTRACTUAL SERVICES	8,127	4,235	4,020	2,478	1,145	7,500	2,000	-73.33%
203-490.000-940.000	EQUIPMENT RENTAL	2,574	2,075	2,490	739	267	2,000	1,000	-50.00%
TOTAL TRAFFIC APPROPRIATIONS		32,736	19,391	29,678	11,486	6,650	25,968	15,253	-41.26%
WINTER MAINTENANCE - 500									
203-500.000-702.000	WAGES	11,420	6,628	7,833	7,086	4,207	7,990	8,212	2.78%
203-500.000-703.000	OVERTIME PAY	1,683	843	699	843	593	1,000	1,000	0.00%
203-500.000-716.000	RETIREMENT	77	66	265	310	248	0	0	-
203-500.000-720.000	EMPLOYER'S FICA	915	537	618	581	350	688	705	2.47%
203-500.000-725.000	FRINGE BENEFITS - ALLOCATED	8,179	4,388	4,181	4,870	1,209	4,187	2,662	-36.42%
203-500.000-726.000	SUPPLIES	11,050	12,257	14,956	11,565	6,922	15,000	15,000	0.00%
203-500.000-801.000	CONTRACTUAL SERVICES	681	149	0	0	0	250	250	0.00%
203-500.000-940.000	EQUIPMENT RENTAL	15,089	9,086	10,572	11,589	6,188	12,000	12,000	0.00%
TOTAL WINTER MAINTENANCE APPROPRIATIONS		49,094	33,954	39,124	36,844	19,717	41,115	39,829	-3.13%
CAPITAL OUTLAY-900.000									
203-900.000-970.000	CAPITAL OUTLAY	0	0	0	0	568,030	660,000	3,000,000	354.55%
TOTAL CAPITAL OUTLAY APPROPRIATIONS		0	0	0	0	568,030	660,000	3,000,000	354.55%
TOTAL APPROPRIATIONS - FUND 203		428,684	372,328	309,898	345,273	802,888	1,071,896	3,487,135	225.32%
<b>NET OF REVENUES / APPROPRIATIONS - FUND 203</b>		<b>165,427</b>	<b>40,939</b>	<b>27,393</b>	<b>4,873</b>	<b>(657,156)</b>	<b>(59,466)</b>	<b>(58,142)</b>	<b>-2.23%</b>



MUNICIPAL STREETS - 204 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
204-000.000-402.050	CURRENT TAXES - STREET MAINT.	0	0	0	320,997	329,691	353,842	365,000	3.15%
204-000.000-402.060	CURRENT TAXES - 2021 LEAF	0	0	0	67,172	66,795	71,697	74,000	3.21%
204-000.000-402.070	CURRENT TAXES - 2021 STREET RECONSTRUCTION	0	0	0	470,264	467,686	501,926	518,000	3.20%
204-000.000-404.000	SPECIAL ACTS	0	0	0	6,398	0	10,443	19,194	83.80%
204-000.000-411.000	DELINQUENT TAXES	0	0	0	952	244	0	0	-
204-000.000-451.000	SPECIAL ASSESSMENTS	0	0	0	194,556	53,825	100,000	106,800	6.80%
204-000.000-573.000	LOCAL COMMUNITY STABILIZATION TAX	0	0	0	0	47,648	0	48,000	100.00%
204-000.000-665.000	INTEREST INCOME	0	0	0	1,493	39,697	1,000	0	-100.00%
204-000.000-674.000	OTHER REVENUE	0	0	0	12,589	0	0	0	-
204-000.000-692.000	CONTRIBUTIONS IN LIEU OF TAX	0	0	0	5,500	500	0	0	-
204-000.000-696.000	BOND PROCEEDS	0	0	0	0	2,300,000	2,300,000	0	-100.00%
204-000.000-697.000	BOND PREMIUM	0	0	0	0	146,515	146,515	0	-100.00%
TOTAL MUNICIPAL STREETS REVENUE		0	0	0	1,079,921	3,452,601	3,485,423	1,130,994	-67.55%

**MUNICIPAL STREETS - 204  
APPROPRIATIONS**

ADMINISTRATIVE SERVICES - 175

204-175.000-995.202	TRANSFER OUT - MAJOR STREETS	0	0	0	0	0	325,000	0	-100.00%
204-175.000-995.203	TRANSFER OUT - LOCAL STREETS	0	0	0	0	0	610,000	2,900,000	375.41%
TOTAL ADMINISTRATIVE SERVICES APPROPRIATIONS		0	0	0	0	0	935,000	2,900,000	210.16%

ROADS, STREETS, BRIDGES (NOT ACT 51) - 446

204-446.000-970.000	CAPITAL OUTLAY	0	0	0	673,420	0	0	0	-
TOTAL ROADS, STREETS, BRIDGES (NON ACT 51) APPROPRIATIONS		0	0	0	673,420	0	0	0	-

LEAF COLLECTION - 572

204-572.000-702.000	WAGES	0	0	0	17,319	13,622	20,791	16,297	-21.62%
204-572.000-703.000	OVERTIME PAY	0	0	0	0	4,322	1,000	4,000	300.00%
204-572.000-716.000	RETIREMENT	0	0	0	230	931	0	0	-



MUNICIPAL STREETS - 204 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
204-572.000-720.000	EMPLOYER'S FICA	0	0	0	268	1,323	1,667	1,552	-6.90%
204-572.000-725.000	FRINGE BENEFITS - ALLOCATED	0	0	0	1,131	4,466	0	5,864	100.00%
204-572.000-726.000	SUPPLIES	0	0	0	0	0	200	200	0.00%
204-572.000-801.000	CONTRACTUAL SERVICES	0	0	0	23,822	25,995	36,000	38,857	7.94%
204-572.000-940.000	EQUIPMENT RENTAL	0	0	0	35,147	28,932	0	30,000	100.00%
TOTAL LEAF COLLECTION APPROPRIATIONS		0	0	0	77,917	79,591	59,658	96,770	62.21%
DEBT SERVICE - 905									
204-900.000-801.070	CONTRACTUAL SERVICES - BOND COSTS	0	0	0	0	78,788	76,588	0	-100.00%
204-905.000-991.000	DEBT SERVICE - PRINCIPAL	0	0	0	0	0	0	240,000	100.00%
204-905.000-993.000	INTEREST EXPENSE	0	0	0	0	0	0	115,000	100.00%
TOTAL DEBT SERVICE APPROPRIATIONS		0	0	0	0	78,788	76,588	355,000	363.52%
TOTAL APPROPRIATIONS - FUND 204		0	0	0	751,337	158,379	1,071,246	3,351,770	212.89%
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 204</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>328,584</b>	<b>3,294,222</b>	<b>2,414,177</b>	<b>(2,220,776)</b>	<b>-191.99%</b>



## Recreation

Michelle Loren – Director

[recreation@cityofhillsdale.org](mailto:recreation@cityofhillsdale.org)

517-437-6457

### Department Summary

The City of Hillsdale Recreation Department provides City and County residents with leisure and competitive recreation programs, activities, and facilities enhancing quality of life for community members. The Recreation Department serves as the events coordinator and planner for recreational programs such as baseball/softball, basketball, football, and volleyball for youth and adults. Parks programming for the various parks and outdoor facilities also falls under the scope of the Recreation Department. Mrs. Stock's Park, Waterworks Park, Owen Memorial Park, Rotary Park at Sandy Beach, Cold Springs Park, Fields of Dreams, the Baw Beese Trail, and dock slips along Baw Beese Lake are some of the most frequented parks and facilities serving residents throughout the County. The Department continually works to further improve and develop each facility. While maintenance expenses fall within the Parks Maintenance Fund, the Department continues to develop ways for the facilities to generate revenues in order to offset these expenses whenever possible.

In 2022 a Baw Beese Parks Improvement Plan was developed and adopted by City Council in a continued effort to improve the park system. The Plan outlines parks improvements such as equipment replacement focusing on inclusive and sensory play. The spring of 2023 will bring improvements to Waterworks Park with the addition of a fishing pier and new swing set equipment in a collaborative effort with the Hillsdale Exchange Club.

The house at Owen Memorial Park has been an eyesore and sanitation concern for several years. In a joint effort between the Recreation Department, Code Enforcement, the Department of Public Services, the building has been abated and demolished. A new storage building will be installed in its place, housing the well and electric for the park. In addition, plans are being made for the installation of a self-serve kayak rental kiosk. This will not only add something of recreational value to the community, but will generate revenue for future park improvements.

### Department Goals

- Provide and develop a diverse range of quality programs and facilities to serve the community adding to quality of life in Hillsdale.
- Continually utilize and improve the community's existing resources.
- Create self-sustainability within the park system.

### Department Objectives

- Continue to improve website and social media capabilities in order to provide the community with current program and event information in order to broaden the participation base.
- Continue working with area service organizations on community park renovations.
- Improve park standards in order to be inclusive of the many needs and challenges of members of the community.
- Organize events in parks in order to generate funds for future capital outlay and to assist in offsetting park maintenance expense.



## Recreation

### Budget Summary

1. Department Personnel consists of one (1) full-time director and several part-time/seasonal staff (beach staff, referees, program supervisors, officials).
2. Operating expenses include: supplies, concession supplies, dues and subscription and outside program fees.
3. Contractual services include: equipment rental, cleaning services, various maintenance.





RECREATION - 208 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
208-000.000-644.000	CONCESSION SALES	7,715	4,591	1,374	5,237	4,436	9,000	7,000	-22.22%
208-000.000-651.000	USE & ADMISSION FEES	17,825	9,269	6,800	13,519	8,811	25,000	20,000	-20.00%
208-000.000-653.000	TEAM & EVENT FEES	5,800	3,615	545	4,445	2,035	4,775	4,000	-16.23%
208-000.000-653.001	YOUTH PROGRAM FEES	28,794	13,453	21,455	36,555	18,484	28,390	42,000	47.94%
208-000.000-665.000	INTEREST	0	0	84	28	1	0	0	-
208-000.000-667.000	RENTS	16,776	19,084	27,515	26,605	18,520	33,000	33,000	0.00%
208-000.000-675.000	CONTRIBUTIONS & DONATIONS	1,855	200	175	4,404	0	0	0	-
208-000.000-675.409	CONTRIBUTIONS & DONATIONS - PAVILION	0	0	0	0	10,000	6,874	0	-100.00%
208-000.000-692.000	OTHER REVENUE	5,545	3,531	6,315	7,652	3,501	6,000	7,700	28.33%
208-000.000-699.101	TRANSFER IN - GENERAL FUND	62,100	77,405	26,830	64,054	0	43,073	47,291	9.79%
208-000.000-699.409	TRANSFER IN - STOCKS PARK FUND	0	0	0	0	24,175	24,175	0	-100.00%
TOTAL RECREATION REVENUE		146,410	131,148	91,093	162,499	89,963	180,287	160,991	-10.70%



RECREATION - 208 APPROPRIATIONS	ACTUAL 2017-18	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL	BUDGETS		% OF CHANGE	
					THRU 3/31/2022	CURRENT 2021-22	PROPOSED 2022-23		
RECREATION - 751									
208-751.000-702.000	WAGES	77,214	66,692	39,272	79,480	54,101	86,650	61,208	-29.36%
208-751.000-702.100	WAGES - PART TIME	0	0	0	0	0	0	14,439	100.00%
208-751.000-704.000	SICK TIME PAY	1,245	1,120	0	1,344	0	1,400	0	-100.00%
208-751.000-705.000	VACATION TIME PAY	4,980	4,106	3,515	5,826	0	0	0	-
208-751.000-706.000	PERSONAL TIME PAY	623	640	659	672	0	700	0	-100.00%
208-751.000-707.000	LONGEVITY PAY	1,100	1,100	1,100	1,100	1,100	1,100	1,100	0.00%
208-751.000-710.000	HOLIDAY & OTHER PAY	2,574	2,879	2,586	2,854	290	0	0	-
208-751.000-715.000	HEALTH & LIFE INSURANCE	13,798	14,389	15,830	13,788	10,438	16,145	15,062	-6.71%
208-751.000-716.000	RETIREMENT	4,974	4,955	5,909	9,530	8,440	8,029	14,525	80.91%
208-751.000-717.000	WORKERS' COMPENSATION	1,867	1,707	1,523	1,586	814	1,600	875	-45.31%
208-751.000-718.000	UNEMPLOYMENT INSURANCE	0	100	0	0	0	0	0	-
208-751.000-720.000	EMPLOYER'S FICA	6,354	5,540	3,282	6,637	4,026	6,629	4,682	-29.37%
208-751.000-721.000	DISABILITY INSURANCE	271	274	282	295	224	275	400	45.45%
208-751.000-726.000	SUPPLIES	20,364	17,402	13,006	28,645	15,157	18,000	25,000	38.89%
208-751.000-726.006	SUPPLIES - CONCESSIONS	6,125	2,855	2,458	5,223	2,333	5,000	5,000	0.00%
208-751.000-801.000	CONTRACTUAL SERVICES	2,819	2,221	1,193	7,002	1,550	2,500	2,500	0.00%
208-751.000-801.008	CONTRACTUAL SERVICES - OFFICIATING	0	0	0	0	3,025	0	15,000	100.00%
208-751.000-810.000	DUES & SUBSCRIPTIONS	550	350	0	0	0	500	600	20.00%
208-751.000-812.000	OUTSIDE PROGRAM FEES	570	0	420	835	0	600	600	0.00%
208-751.000-850.000	TELEPHONE	227	141	95	91	0	110	0	-100.00%
208-751.000-956.000	TRAINING	0	0	0	0	89	0	0	-
208-751.000-956.200	LODGING & MEALS	40	0	0	0	0	0	0	-
208-751.000-970.000	CAPITAL OUTLAY	0	0	0	0	0	31,049	0	-100.00%
TOTAL RECREATION APPROPRIATIONS		145,695	126,471	91,130	164,908	101,587	180,287	160,991	-10.70%
TOTAL APPROPRIATIONS - FUND 208		145,695	126,471	91,130	164,908	101,587	180,287	160,991	-10.70%
<b>NET OF REVENUE / APPROPRIATIONS - FUND 208</b>		<b>715</b>	<b>4,677</b>	<b>(37)</b>	<b>(2,409)</b>	<b>(11,624)</b>	<b>0</b>	<b>0</b>	<b>-</b>



## Economic Development Corporation

Sam Fry – Staff Liaison

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517-437-6426

### Department Summary

The City of Hillsdale Economic Development Corporation (EDC) was incorporated in 1978 to undertake projects relative to the economic development of the City of Hillsdale. The EDC can function much like any private corporation and may make loans, grants, transfers, or conveyance of funds and property; it may create subsidiary neighborhood development corporations; it may receive funds and property. EDC funds may be used to support a broad range of economic development activities. The EDC currently owns Three Meadows Subdivision and takes an active role in the oversight of the Hillsdale Manufacturing & Technology Park.

### Department Goals

- Attract new business to the Hillsdale Manufacturing & Technology Park
- Promote further development of Three Meadows Subdivision
- Encourage economic development and community revitalization activities
- Provide support for existing, expanding or new business
- Market the City of Hillsdale as an attractive place to live, work and play
- Provide support for workforce training

### Department Objectives

- Promote the new fiber optic network that makes Hillsdale one of the best connected communities in the country.
- Populate vacant buildings and reduce the number of obsolete properties.
- Pursue funding opportunities for site assessment and remediation of contamination at industrial facilities.
- Work with the City of Hillsdale Office of Economic Development in the implementation of business retention and attraction plans and marketing strategy.
- Partner with other organizations and institutions such as Tax Increment Finance Authority (TIFA), and Hillsdale City Planning Commission, the Michigan Economic Development Corporation (MEDC), Hillsdale College and Jackson College in marketing and promotion efforts for the City of Hillsdale.
- Plan and support local events or festivals designed to promote Hillsdale as a tourist destination.

### Budget Summary

1. There is no personnel budget within this fund.
2. Operating expenses include fees for permits, applications and real estate transactions along with marketing expenses and materials.
3. Contractual services include legal, engineering, marketing and planning work necessary to encourage development activities and marketing efforts.
4. Capital outlay includes branding and way finding opportunities.



ECONOMIC DEVELOPMENT CORP - 244 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
244-000.000-665.000	INTEREST	2,957	2,258	323	396	1,425	2,200	2,200	0.00%
244-000.000-669.000	CHANGE IN INVESTMENTS	286	385	(109)	(2,605)	(782)	350	150	-57.14%
244-000.000-673.000	SALE OF CITY PROPERTY	14,416	1	0	24,340	0	20,000	108,800	444.00%
244-000.000-692.000	OTHER REVENUE	0	0	0	8,748	0	0	0	-
244-000.000-699.401	TRANSFER IN - CAPITAL IMPROVEMENT	0	0	0	0	0	0	10,000	100.00%
TOTAL ECONOMIC DEVELOPMENT CORP REVENUE		17,659	2,644	214	30,879	643	22,550	121,150	437.25%
<b>ECONOMIC DEVELOPMENT CORP - 244 APPROPRIATIONS</b>									
ECONOMIC DEVELOPMENT - 174									
244-728.000-726.000	SUPPLIES	0	0	9,539	12,672	0	100	30,100	30000.00%
244-728.000-801.000	CONTRACTUAL SERVICES	6,694	5,292	12,696	12,340	4,150	18,042	20,000	10.85%
244-728.000-806.000	LEGAL SERVICES	150	591	388	0	113	1,000	1,000	0.00%
244-728.000-810.000	DUES & SUBSCRIPTIONS	0	800	350	0	0	500	500	0.00%
244-728.000-955.000	MISCELLANEOUS	80	0	0	0	39	0	100	100.00%
244-728.000-957.000	PROPERTY TAXES	0	9,679	(1,015)	0	0	0	0	-
244-728.000-960.000	BANK FEES	0	0	0	54	40	0	0	-
244-728.000-995.401	TRANSFER OUT - CAPITAL IMPROVEMENT	0	0	10,000	0	0	15,000	0	-100.00%
TOTAL ECONOMIC DEVELOPMENT APPROPRIATIONS		6,924	16,362	31,958	25,066	4,342	34,642	51,700	49.24%
TOTAL APPROPRIATIONS - FUND 244		6,924	16,362	31,958	25,066	4,342	34,642	51,700	49.24%
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 244</b>		<b>10,735</b>	<b>(13,718)</b>	<b>(31,744)</b>	<b>5,813</b>	<b>(3,699)</b>	<b>(12,092)</b>	<b>69,450</b>	<b>674.35%</b>



## Tax Increment Finance Authority

Alan Beeker – Staff Liaison

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517-437-6449

### Department Summary

The City of Hillsdale Tax Increment Finance Authority (TIFA) was established in 1984 to facilitate the redevelopment, re-use and economic viability of Downtown Hillsdale. Financing for projects within the approximate 22 block TIFA district is derived from incremental property taxes that are in excess of a base year amount set when the district was established in 1984. These revenues can only be expended on projects within the geographical boundaries.

### Department Goals

- Prevent the further deterioration of the infrastructure within the TIFA district.
- Prevent the further deterioration of the building stock within the TIFA district.
- Encourage building preservation and rehabilitation in keeping with the historic character of the TIFA district, especially the downtown area.
- Encourage economic development of the TIFA district.
- Provide entrepreneurial support for existing, expanding, or new businesses.
- Market the TIFA district as an attractive place to live, work, and play.

### Department Objectives

- Provide funds for the acquisition of buildings in order to facilitate redevelopment.
- Continue financial support for long-term infrastructure improvements.
- Encourage the rehabilitation of the building facades through the TIFA Façade Improvement and Historic Building Improvement/Special Project Programs.
- Encourage new full-service restaurants in the downtown through the Restaurant Attraction Program.
- Encourage new businesses to locate in the downtown through the Business Attraction Program.
- Encourage existing businesses to expand through the Business Expansion Program.
- Seek out and apply for funding opportunities that support economic development activities, such as the MEDC Community Assistance programs and the CDBG Blight Elimination program. Develop targeted marketing programs for specific businesses desired in Hillsdale's downtown that would be an asset to the TIFA district.
- Support local beautification, marketing and promotional efforts.
- Implement the projects outlined in the Place Making Study.



## Tax Increment Finance Authority

### **Budget Summary**

1. There is no personnel budgeted within this fund.
2. Staff from the Planning Office provides support for TIFA.
3. Contractual services include legal services.
4. Dawn Theater operating revenue and expenses.



TAX INCREMENT FINANCE AUTHORITY - 247 REVENUE		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE
						THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
247-000.000-402.000	CURRENT TAXES	73,116	85,427	87,112	91,195	79,582	90,000	108,000	20.00%
247-000.000-406.000	TAXES - PA 86 SEC. 17 PPT REPLACEMENT	31,810	26,741	0	0	0	0	0	-
247-000.000-529.000	FEDERAL GRANT - CDBG	83,800	109,175	1,173,354	48,671	0	0	0	-
247-000.000-573.000	LOCAL COMMUNITY STABILIZATION AGENCY	0	0	31,208	33,570	34,285	33,000	16,000	-51.52%
247-000.000-665.000	INTEREST	3,231	2,020	1,547	1,363	936	1,200	0	-100.00%
247-000.000-665.100	INTEREST - LEASES	0	0	0	856	0	0	0	-
247-000.000-667.002	RENTS - DAWN THEATER	0	0	0	3,019	3,333	5,417	5,000	-7.70%
247-000.000-673.001	SALE OF CITY PROPERTY	13,002	0	0	0	0	0	0	-
247-000.000-675.005	CONTRIBUTIONS & DONATIONS - DAWN THEATER	12	0	0	1,300	0	0	0	-
247-000.000-687.247	OTHER REVENUE	900	400	0	0	0	0	0	-
247-000.000-692.005	OTHER REVENUE - DAWN THEATER	2,434	0	0	35,000	0	0	0	-
TOTAL TAX INCREMENT FINANCE AUTHORITY REVENUE		208,305	223,763	1,293,221	214,974	118,136	129,617	129,000	-0.48%



TAX INCREMENT FINANCE AUTHORITY - 247 APPROPRIATIONS		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE
						THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
CAPITAL OUTLAY - 900.000									
247-900.000-726.000	SUPPLIES	4,033	660	356	0	0	0	0	-
247-900.000-801.000	CONTRACTUAL SERVICES	24,013	13,205	10,700	1,065	918	6,000	6,000	0.00%
247-900.000-801.005	CONTRACTUAL SERVICES - DAWN THEATER	0	0	2,300	0	0	85,070	80,000	-5.96%
247-900.000-801.006	CONTRACTUAL SERVICES - MEDC GRANT	4,800	425	0	0	0	0	0	-
247-900.000-801.247	CONTRACTUAL SERVICES - FACADE GRANT	28,169	35,687	19,748	10,000	0	0	6,000	100.00%
247-900.000-801.248	CONTRACTUAL SERVICES - BUS ATTRACTION	0	10,000	0	0	0	0	0	-
247-900.000-801.249	CONTRACTUAL SERVICES - BUS EXPANSION	10,000	0	0	0	0	0	0	-
247-900.000-801.251	CONTRACTUAL SERVICES - HISTORIC PROJECTS	10,000	0	0	0	0	0	0	-
247-900.000-806.000	LEGAL SERVICES	2,070	750	2,438	1,313	0	1,000	1,000	0.00%
247-900.000-817.000	ECONOMIC DEVELOPMENT GRANT EX	14,511	0	0	0	0	1,000	1,000	0.00%
247-900.000-818.000	INSURANCE	(184)	7,424	7,393	1,711	0	2,109	1,800	-14.65%
247-900.000-920.000	UTILITIES	1,539	1,295	1,554	2,445	0	0	0	-
247-900.000-930.000	REPAIRS & MAINTENANCE	1,580	0	0	145	847	0	0	-
247-900.000-955.000	MISCELLANEOUS	0	0	0	265,000	0	0	0	-
247-900.000-968.000	DEPRECIATION	14,226	4,229	4,229	4,229	0	0	0	-
247-900.000-993.000	DEBT SERVICE - INTEREST	0	0	5,597	7,437	5,530	6,970	5,610	-19.51%
TOTAL CAPITAL OUTLAY APPROPRIATIONS		114,757	73,675	54,315	293,345	7,295	102,149	101,410	-0.72%
TOTAL APPROPRIATIONS - FUND 247		114,757	73,675	54,315	293,345	7,295	102,149	101,410	-0.72%
TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 247		93,548	150,088	1,238,906	(78,371)	110,841	27,468	27,590	0.44%





## Library

Jessica Spangler – Director

[director@hillsdale-library.org](mailto:director@hillsdale-library.org)

517-437-6472

### Department Summary

The Hillsdale Community Library serves the Hillsdale City, Hillsdale Township and half of Jefferson Township (11,546 total population serves) with 17,060 square feet and 1,811 service hours per year.

In 2021/2022, the library had 21,428 visits. The library circulated 51,032 physical items and 4,916 items electronically. We loaned 1,832 items to other libraries and borrowed 3,097 items from other libraries for our patrons.

The public computers were used 2,064 times and 9,042 wireless internet logins. Our active registered borrowers were 1,655. We have nearly 48,000 print materials, over 9,000 audio (physical and downloadable) materials, and over 22,000 e-books, bringing our total collection to 82,702 library materials.

### Department Goals

- To provide responsive service that meets the community's needs and interests.
- To increase staff productivity and ensure the delivery of library services to the community.
- To update and expand the library's collection both in house and electronically.
- To increase community awareness regarding the vital role of the library and all we have to offer.
- To educate the community on the challenges of funding.
- To seek funding opportunities.
- To increase programming to serve all ages and interests.

### Department Objective

- Continue to update public access computers for greater productivity and patron's ease of use.
- Provide opportunities for staff development.
- Continue to collaborate with the Woodlands Library Cooperative to offer the most up-to-date electronic material available and obtain discounts on vendor services, supplies and MEL delivery.
- Continue to collaborate with other Hillsdale County libraries.
- Continue our Early Literacy outreach to the community.
- Continue to offer after school and summer reading activities for children of our community.



## Library

### Budget Summary

1. Personnel services cover the cost of wages and benefits for one (1) full-time, and six (6) part-time staff members.
2. Operating expenses include those things essential for operations such as non-print materials, supplies, staff training and building maintenance.
3. Contractual services include payments for equipment upkeep, computer maintenance, membership payment to Woodlands Library Cooperative, service contracts for the fire alarm system, the library automation system, and Sonit for technical help with our computers.
4. Capital outlay items are for bathroom fixes including new tile and countertops in the men's, women's and children's restrooms.



LIBRARY - 271 REVENUE		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE
						THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
271-000.000-402.000	CURRENT TAXES	126,079	129,807	131,962	135,809	135,222	142,288	137,000	-3.72%
271-000.000-404.000	SPECIAL ACTS	3,113	1,358	1,493	1,579	0	2,550	1,800	-29.41%
271-000.000-411.000	DELINQUENT TAXES	107	169	588	502	85	100	400	300.00%
271-000.000-528.000	FEDERAL GRANT - CARES ACT	0	0	3,370	130	0	0	0	-
271-000.000-569.000	STATE GRANT	9,095	15,906	10,295	28,320	0	0	10,000	100.00%
271-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	9,518	16,271	20,523	21,480	7,271	7,440	7,270	-2.28%
271-000.000-574.000	STATE REVENUE SHARING	8,105	8,105	0	0	0	0	0	-
271-000.000-587.000	CONT./LOCAL UNITS-CULTURE/REC	0	13,800	22,600	13,800	0	13,800	13,800	0.00%
271-000.000-588.000	SUBSCRIPTION CARD SALES	2,709	2,115	2,068	2,838	1,974	2,829	2,700	-4.56%
271-000.000-629.000	COPIES / DUPLICATING	4,813	3,534	2,333	3,308	2,273	3,443	3,750	8.92%
271-000.000-656.000	PENAL FINES	32,203	29,237	27,194	29,284	0	20,000	20,000	0.00%
271-000.000-657.000	BOOK FINES	2,803	1,840	410	1,393	769	969	1,000	3.20%
271-000.000-658.000	ORDINANCE FINES	1,481	826	847	643	193	400	400	0.00%
271-000.000-665.000	INTEREST	4,816	2,096	272	844	4,995	240	500	108.33%
271-000.000-667.000	RENTS	206	301	224	413	365	0	400	100.00%
271-000.000-667.271	RENTS - MEETING ROOMS	6,450	4,826	200	11,675	575	6,000	6,000	0.00%
271-000.000-674.000	CONTRIBUTIONS IN LIEU OF TAX	1,761	0	0	1,921	0	0	1,760	100.00%
271-000.000-675.000	CONTRIBUTIONS & DONATIONS	888	359	0	7,622	2,564	1,000	1,000	0.00%
271-000.000-675.002	CONTRIBUTIONS & DONATIONS - TECHNOLOGY	401	400	0	0	0	0	0	-
271-000.000-675.471	CONTRIBUTIONS & DONATIONS - LIBRARY EXPAN	0	0	0	48	0	0	0	-
271-000.000-675.790	CONTRIBUTIONS & DONTIONS - BOOKS	564	326	1,202	2,101	1,073	0	1,000	100.00%
271-000.000-675.792	CONTRIBUTIONS & DONTIONS- CHILDREN'S LIBRARY	6,503	69	611	184	902	700	200	-71.43%
271-000.000-692.000	OTHER REVENUE	33,629	5,185	11,394	2,873	4,102	4,000	2,000	-50.00%
271-000.000-692.003	OTHER REVENUE - E-RATE	8,869	6,404	0	0	0	0	0	-
271-000.000-692.006	OTHER REVENUE - COFFEE	123	411	12	0	0	200	0	-100.00%
271-000.000-692.007	OTHER REVENUE - TRUSTS	0	22,408	25,083	26,313	27,743	25,775	24,111	-6.46%
271-000.000-692.008	OTHER REVENUE - TRUSTS	0	0	0	4,400	0	2,000	2,000	0.00%
271-000.000-692.009	OTHER REVENUE - AMAZON SALES	0	0	0	1,175	1,036	1,000	1,500	50.00%
	TOTAL LIBRARY REVENUE	264,236	265,753	262,681	298,655	191,142	234,734	238,591	1.64%



LIBRARY - 271 APPROPRIATIONS		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL THRU 2/28/2023	BUDGETS CURRENT 2022-23	PROPOSED 2023-24	% OF CHANGE
LIBRARY - 790									
271-790.000-702.000	WAGES	125,245	118,130	99,422	106,307	61,712	119,477	49,447	-58.61%
271-790.000-702.100	WAGES - PART TIME	0	0	0	0	6,072	0	73,830	100.00%
271-790.000-703.000	OVERTIME PAY	0	1,094	0	0	141	0	0	-
271-790.000-704.000	SICK TIME PAY	3,142	3,680	3,389	1,922	0	0	0	-
271-790.000-705.000	VACATION TIME PAY	5,768	4,914	6,700	1,907	785	0	0	-
271-790.000-706.000	PERSONAL TIME PAY	770	1,187	629	0	0	0	0	-
271-790.000-710.000	HOLIDAY & OTHER PAY	3,146	3,192	2,098	1,762	182	0	500	100.00%
271-790.000-715.000	HEALTH & LIFE INSURANCE	23,434	22,995	390	3,246	2,943	6,784	7,567	11.54%
271-790.000-716.000	RETIREMENT	5,920	5,290	4,011	2,808	1,384	3,245	3,461	6.66%
271-790.000-717.000	WORKERS' COMPENSATION	194	203	169	170	57	170	60	-64.71%
271-790.000-720.000	EMPLOYER'S FICA	10,428	9,968	8,564	8,478	5,079	9,140	9,431	3.18%
271-790.000-721.000	DISABILITY INSURANCE	390	393	298	178	95	200	200	0.00%
271-790.000-726.000	SUPPLIES	7,068	3,665	4,426	10,283	2,217	4,500	3,389	-24.69%
271-790.000-734.000	POSTAGE	88	68	0	0	71	0	240	100.00%
271-790.000-750.000	PERIODICALS / MAGAZINES	428	441	231	421	210	0	300	100.00%
271-790.000-801.000	CONTRACTUAL SERVICES	28,469	25,977	20,469	16,871	13,124	22,480	18,537	-17.54%
271-790.000-802.000	TECHNICAL SERVICES	0	0	0	2,081	4,655	12,350	13,682	10.79%
271-790.000-810.000	DUES & SUBSCRIPTIONS	661	850	370	510	85	500	510	2.00%
271-790.000-815.000	LIBRARY GRANT EXPENDITURES	465	3,131	0	0	0	0	0	-
271-790.000-850.000	TELEPHONE	2,388	2,333	1,382	1,815	887	2,118	2,287	7.98%
271-790.000-860.000	TRANSPORTATION & MILEAGE	598	280	74	0	0	750	250	-66.67%
271-790.000-880.000	COMMUNITY PROMOTIONS	0	0	0	0	29	0	750	100.00%
271-790.000-920.000	UTILITIES	19,981	16,683	15,561	16,917	14,553	18,500	20,000	8.11%
271-790.000-930.000	REPAIRS & MAINTENANCE	959	8,017	18,685	3,092	677	5,000	5,000	0.00%
271-790.000-956.000	TRAINING & SEMINARS	430	169	60	0	250	500	750	50.00%
271-790.000-956.200	LODGING & MEALS	37	92	0	0	0	0	500	100.00%
271-790.000-964.000	REFUNDS & REBATES	0	0	0	0	48	0	50	100.00%
271-790.000-970.000	CAPITAL OUTLAY	43,663	85,262	0	0	2,652	9,000	7,000	-22.22%
271-790.000-982.000	BOOKS	10,049	8,917	11,247	12,908	7,378	12,500	12,500	0.00%
271-790.000-982.001	BOOKS - FROM DONATION MONIES	1,173	0	0	0	0	0	0	-
271-790.000-995.101	TRANSFER OUT - GENERAL FUND	2,000	2,000	2,000	2,000	0	2,000	0	-100.00%
TOTAL LIBRARY APPROPRIATIONS		296,894	328,931	200,175	193,676	125,286	229,214	230,241	0.45%



LIBRARY - 271 APPROPRIATIONS		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL THRU 2/28/2023	BUDGETS CURRENT 2022-23	PROPOSED 2023-24	% OF CHANGE
LIBRARY CHILDREN'S AREA - 792									
271-792.000-726.000	SUPPLIES	572	(732)	0	538	670	1,000	850	-15.00%
271-792.000-726.001	SUPPLIES - GRANTS	3,065	0	500	0	0	0	0	-
271-792.000-726.010	SUPPLIES - SUMMER READING	578	893	(315)	985	574	500	1,000	100.00%
271-792.000-982.000	BOOKS	6,012	4,026	7,317	4,044	3,177	6,500	6,500	0.00%
TOTAL LIBRARY CHILDREN'S AREA APPROPRIATIONS		10,227	4,187	7,502	5,567	4,421	8,000	8,350	4.38%
TOTAL APPROPRIATIONS - FUND 271		307,121	333,118	207,677	199,243	129,707	237,214	238,591	0.58%
<b>NET OF REVENUE / APPROPRIATIONS - FUND 271</b>		<b>(42,885)</b>	<b>(67,365)</b>	<b>55,004</b>	<b>99,412</b>	<b>61,435</b>	<b>(2,480)</b>	<b>0</b>	<b>-100.00%</b>



## Capital Improvements

### GENERAL CAPITAL PROJECTS

#### **General Fund (Fund 101)**

*City Hall - \$37,000*

The carpet in the 3<sup>rd</sup> Council Chambers in addition to the 2<sup>nd</sup> floor conference room is in need of repair due to age related distresses. The carpet adhesive is loosening and deteriorating, causing the carpet to delaminate causing excessive tearing, wearing and possible trip issues.

#### **Capital Improvement Fund (Fund 401)**

*Mill Pond Dam Repair – \$37,500*

This expenditure will be used to grade the earthen embankment and create an auxiliary spillway. This will reduce the city's risk associated with the aging structure. Ultimately, we will remove the Dam and spill way returning the river to its natural flow. This is the next step in the process of lowering the level and addressing the contaminants in the pond. The bypass pipe and control structure have been grouted shut and sealed.



CAPITAL IMPROVEMENT - 401 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
401-000.000-529.000	FEDERAL GRANT	532,970	479,991	0	0	0	0	0	-
401-000.000-569.000	STATE GRANT	0	350,000	0	0	0	0	0	-
401-000.000-569.600	STATE GRANT - DISASTER REIMBURSEMENT	0	0	0	12,552	0	0	0	-
401-000.000-665.000	INTEREST	0	0	1,245	4,485	5,430	0	8,000	100.00%
401-000.000-669.000	CHANGE IN INVESTMENTS	0	0	0	(21,123)	(7,195)	0	0	-
401-000.000-669.363	TRANSFER IN - DEBT SERVICE	0	500,000	80,000	0	0	0	0	-
401-000.000-692.000	OTHER REVENUE	143	32	0	6,354	182	0	0	-
401-000.000-699.101	TRANSFER IN - GENERAL FUND	615,000	600,000	0	0	0	50,000	0	-100.00%
401-000.000-699.202	TRANSFER IN - MAJOR STREETS	0	150,000	125,000	0	0	0	0	-
401-000.000-699.244	TRANSFER IN - EDC FUND	0	0	0	0	0	15,000	0	-100.00%
401-000.000-699.363	TRANSFER IN - DEBT SERVICE	0	0	0	1,119,591	0	0	0	-
401-000.000-699.401	TRANSFER IN - CAPITAL IMPROVEMENT	0	0	10,000	0	0	0	0	-
TOTAL CAPITAL IMPROVEMENT REVENUE		1,148,113	2,080,023	216,245	1,121,859	(1,583)	65,000	8,000	-87.69%

**CAPTIAL IMPROVEMENT - 401  
APPROPRIATIONS**

ADMINISTRATION - 175

401-175.000-960.000	BANK FEES	0	0	0	420	370	0	0	-
TOTAL SIDEWALKS APPROPRIATIONS		0	0	0	420	370	0	0	0.00%

SIDEWALKS - 444

401-444.000-702.000	WAGES	0	0	0	1,817	0	2,408	0	-100.00%
401-444.000-703.000	OVERTIME PAY	0	0	0	58	0	100	0	-100.00%
401-444.000-716.000	RETIREMENT	0	0	0	63	0	0	0	-
401-444.000-720.000	EMPLOYER'S FICA	0	0	0	137	0	192	0	-100.00%
401-444.000-725.000	FRINGE BENEFITS - ALLOCATED	0	0	0	1,163	0	1,168	0	-100.00%
401-444.000-726.000	SUPPLIES	0	0	0	609	(1)	500	0	-100.00%
401-444.000-801.000	CONTRACTUAL SERVICES	0	0	0	37,677	0	45,000	0	-100.00%
401-444.000-940.000	EQUIPMENT RENTAL	0	0	0	730	0	500	0	-100.00%
TOTAL SIDEWALKS APPROPRIATIONS		0	0	0	42,254	(1)	49,868	0	0.00%



CAPITAL IMPROVEMENT - 401 APPROPRIATIONS		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL THRU 2/28/2023	BUDGETS CURRENT 2022-23	BUDGETS PROPOSED 2023-24	% OF CHANGE
MAJOR STREET RECONSTRUCTION - 452									
401-452.000-702.000	WAGES	0	0	32,208	1,056	0	977	0	-100.00%
401-452.000-710.000-215	HOLIDAY AND OTHER PAY	0	0	105	6	0	0	0	-
401-452.000-716.000-215	RETIREMENT	0	0	1,326	71	0	0	0	-
401-452.000-720.000	EMPLOYER'S FICA	0	0	2,400	77	0	75	0	-100.00%
401-452.000-725.000	FRINGE BENEFITS - ALLOCATED	0	0	1,165	0	0	455	0	-100.00%
401-452.000-801.000	CONTRACTUAL SERVICES	60,740	61,000	634,743	40,463	0	0	0	-
401-452.000-905.000	PUBLISHING/NOTICES	0	0	13,274	0	0	0	0	-
TOTAL MAJOR STREET RECONSTRUCTION APPROPRIATIONS		60,740	61,000	685,221	41,673	0	1,507	0	-
LOCAL STREET RECONSTRUCTION - 453									
401-453.000-801.000	CONTRACTUAL SERVICES	1,075,018	1,102,666	38,161	0	0	0	0	-
TOTAL LOCAL STREETS RECONSTRUCTION APPROPRIATIONS		1,075,018	1,102,666	38,161	0	0	0	0	-
STREET SEALING CURRENT YEAR - 454									
401-454.000-801.000	CONTRACTUAL SERVICES	3,343	491,986	157,221	0	0	0	0	-
TOTAL STREET SEALING CURRENT YEAR APPROPRIATIONS		3,343	491,986	157,221	0	0	0	0	-
PARKS - 756									
401-756.000-801.000	CONTRACTUAL SERVICES	0	0	0	0	0	28,000	0	-100.00%
TOTAL PARKS APPROPRIATIONS		0	0	0	0	0	28,000	0	-100.00%





CAPITAL IMPROVEMENT - 401 APPROPRIATIONS		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
CAPITAL OUTLAY - 900									
401-900.000-802.000	TECHNICAL SERVICES	0	0	0	16,267	0	0	0	-
401-900.000-975.009	TELEPHONE EQUIPMENT	15,725	0	0	0	0	0	0	-
401-900.000-975.018	MILLPOND DAM REPAIRS	0	0	0	0	0	37,500	37,500	0.00%
401-900.000-975.038	CITY HALL RENOVATION	47,648	6,450	35,749	0	0	0	0	-
401-900.000-975.040	COMPREHENSIVE COMPUTER UPDATE	32,007	17,476	9,984	0	0	10,000	0	-100.00%
401-900.000-975.044	FACILITIES IMPROVEMENT	9,832	2,852	0	347,642	0	0	0	-
401-900.000-975.057	23 & 25 N. BROAD ST BUILDING	168,835	11,375	0	0	0	0	0	-
401-900.000-993.000	INTEREST EXPENSE	0	0	0	10,010	0	0	0	-
TOTAL CAPITAL OUTLAY APPROPRIATIONS		274,047	38,153	45,733	373,919	0	47,500	37,500	-21.05%
DEBT SERVICE - 905									
401-905.000-993.000	INTEREST EXPENSE	0	0	20,000	0	0	0	0	-
TOTAL DEBT SERVICE APPROPRIATIONS		0	0	20,000	0	0	0	0	-
TRANSFERS TO OTHERS - 965									
401-965.000-995.244	TRANSFER OUT - ECON DEVELP CORP	0	0	0	0	0	0	10,000	100.00%
401-965.000-995.287	TRANSFER OUT- ARPA FUND	0	0	0	0	0	332,000	0	-100.00%
401-965.000-995.640	TRANSFER OUT - RMEF	362,500	0	0	0	0	0	0	-
TOTAL TRANSFERS TO OTHERS APPROPRIATIONS		362,500	0	0	0	0	332,000	10,000	-96.99%
TOTAL APPROPRIATIONS - FUND 401		1,775,648	1,693,805	946,336	458,266	369	458,875	47,500	-89.65%
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 401</b>		<b>(627,535)</b>	<b>386,218</b>	<b>(730,091)</b>	<b>663,593</b>	<b>(1,952)</b>	<b>(393,875)</b>	<b>(39,500)</b>	<b>-89.97%</b>



FIELDS OF DREAMS - 408 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF CHANGE
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
408-000.000-665.000	INTEREST	380	0	10	23	56	0	0	-
408-000.000-692.000	OTHER REVENUES	0	0	0	0	536	0	0	-
408-000.000-692.408	OTHER REVENUES - TOURNAMENTS	8,422	1,031	0	5,750	835	5,000	5,000	0.00%
408-000.000-699.101	TRANSFER IN - GENERAL FUND	10,000	0	0	0	0	0	0	-
TOTAL FIELDS OF DREAMS REVENUE		18,802	1,031	10	5,773	1,427	5,000	5,000	0.00%
<b>FIELDS OF DREAMS - 408 APPROPRIATIONS</b>									
<hr/>									
RECREATION DEPARTMENT - 751									
408-751.000-702.000	WAGES	0	0	477	0	0	0	0	-
408-751.000-720.000	EMPLOYER'S FICA	0	0	36	0	0	0	0	-
408-751.000-726.000	SUPPLIES	0	0	0	168	15	0	0	-
408-751.000-801.000	CONTRACTUAL SERVICES	4,050	0	0	2,545	607	0	2,500	100.00%
408-751.000-900.000	PRINTING	0	0	0	0	0	1,000	0	-100.00%
408-751.000-975.408	CAPITAL OUTLAY - FOOD STORAGE BLDG	33,391	0	0	0	0	0	0	-
TOTAL RECREATION DEPARTMENT APPROPRIATIONS		37,441	0	513	2,713	622	1,000	2,500	150.00%
TOTAL APPROPRIATIONS - FUND 408		37,441	0	513	2,713	622	1,000	2,500	150.00%
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 408</b>		<b>(18,639)</b>	<b>1,031</b>	<b>(503)</b>	<b>3,060</b>	<b>805</b>	<b>4,000</b>	<b>2,500</b>	<b>-37.50%</b>



STOCK'S PARK - 409 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF CHANGE
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
409-000.000-665.000	INTEREST	887	872	177	313	776	200	1,000	400.00%
409-000.000-669.000	CHANGE IN INVESTMENTS	167	224	(63)	(1,535)	(497)	0	0	-
409-000.000-675.000	CONTRIBUTIONS & DONATIONS	10,100	9,908	10,791	8,976	7,078	10,000	10,000	0.00%
409-000.000-675.003	CONTRIBUTIONS & DONATIONS - SALLY FALLON	0	250	13,290	0	0	0	0	-
409-000.000-675.409	CONTRIBUTIONS & DONATIONS - PAVILION	0	0	1,350	24,505	0	0	0	-
TOTAL STOCK'S PARK REVENUE		11,154	11,254	25,545	32,259	7,357	10,200	11,000	7.84%
<b>STOCK'S PARK - 409 APPROPRIATIONS</b>									
PARKS - 756									
409-756.000-726.000	SUPPLIES	1,092	340	19,884	880	679	1,500	1,500	0.00%
409-756.000-801.000	CONTRACTUAL SERVICES	5,821	4,060	4,060	7,000	3,661	6,000	6,000	0.00%
409-756.000-960.000	BANK FEES	0	0	0	32	26	0	0	-
409-756.000-995.208	TRANSFER OUT - RECREATION	0	0	0	0	24,175	24,175	0	-100.00%
TOTAL PARKS APPROPRIATIONS		6,913	4,400	23,944	7,912	28,541	31,675	7,500	-76.32%
TOTAL APPROPRIATIONS - FUND 409		6,913	4,400	23,944	7,912	28,541	31,675	7,500	-6.25%
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 409</b>		<b>4,241</b>	<b>6,854</b>	<b>1,601</b>	<b>24,347</b>	<b>(21,184)</b>	<b>(21,475)</b>	<b>3,500</b>	<b>-34.55%</b>



AIRPORT IMPROVEMENT - 481 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
481-000.000-515.000	FEDERAL GRANT - AIRPORT	0	0	20,000	0	0	0	2,564,250	100.00%
481-000.000-569.000	STATE GRANT	0	0	0	0	0	0	65,750	100.00%
481-000.000-665.000	INTEREST	(2)	1,416	1,552	2,491	5,271	2,000	0	-100.00%
481-000.000-667.000	RENTS	21,332	21,332	15,632	31,428	32,211	32,000	32,200	0.63%
481-000.000-667.481	RENTS - AIRPORT HANGARS	16,150	22,675	21,255	21,525	18,150	22,000	30,000	36.36%
481-000.000-669.000	CHANGE IN INVESTMENTS	358	481	(311)	(7,540)	(2,448)	0	0	-
481-000.000-675.000	CONTRIBUTION & DONATIONS	0	0	0	20,000	0	0	0	-
481-000.000-675.006	CONTRIBUTED CAPITAL	0	0	680,933	0	0	0	0	-
481-000.000-687.300	OTHER REFUNDS	0	0	22,964	89	36	0	0	-
481-000.000-687.481	OTHER REFUNDS - USER FEES	1,165	1,785	3,785	7,902	3,050	5,000	5,000	0.00%
481-000.000-692.000	OTHER REVENUE	115	579	61	51	203	0	0	-
481-000.000-692.295	OTHER REVENUE - FUEL SALES	133,839	60,789	60,073	128,662	118,994	125,000	130,000	4.00%
481-000.000-692.296	OTHER REVENUE - TAX EXEMPT SALES	49,481	71,462	72,257	59,251	47,238	72,000	72,000	0.00%
TOTAL AIRPORT IMPROVEMENT REVENUE		222,438	180,519	898,201	263,859	222,705	258,000	2,899,200	1023.72%
<b>AIRPORT IMPROVEMENT - 481 APPROPRIATIONS</b>									
CAPITAL OUTLAY - 900									
481-175.000-960.000	BANK FEES	0	0	0	158	126	0	200	100.00%
481-900.000-726.000	SUPPLIES	0	0	0	0	578	0	0	-
481-900.000-740.295	FUEL & LUBRICANTS - AVIATION	140,532	78,549	111,287	148,968	119,807	140,000	160,000	14.29%
481-900.000-801.000	CONTRACTUAL SERVICES	6,731	10,842	2,669	7,179	4,520	4,500	8,000	77.78%
481-900.000-957.000	PROPERTY TAXES	2,705	0	0	0	0	0	0	-
481-900.000-970.000	CAPITAL OUTLAY	0	1,075,372	708,000	0	8,595	8,596	2,630,000	30495.63%
481-900.000-975.481	AIRPORT RUNWAY PROJECT	0	(1,162,849)	0	0	0	0	0	-
481-900.000-995.101	TRANSFEROUT - GENERAL FUND	0	0	0	0	0	7,500	0	-100.00%
TOTAL CAPITAL OUTLAY APPROPRIATIONS		149,968	1,914	821,956	156,305	133,626	160,596	2,798,200	1642.38%
TOTAL APPROPRIATIONS - FUND 481		149,968	1,914	821,956	156,305	133,626	160,596	2,798,200	1642.38%
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 481</b>		<b>72,470</b>	<b>178,605</b>	<b>76,245</b>	<b>107,554</b>	<b>89,079</b>	<b>97,404</b>	<b>101,000</b>	<b>3.69%</b>



## Miscellaneous Funds

### Special Revenue Funds

#### *Contributions and Donations Fund*

This fund receives its revenue from donations. The donations are used to build park benches or other requests.

#### *Police OWI Enforcement Fund*

This fund receives its revenue from fines paid by drivers convicted of Operating While Intoxicated (OWI). The law mandates that these funds be used to further enforce intoxicated driving laws.

#### *Drug Forfeiture/Grant Fund*

This fund is used to account for all money and property seized by police during a drug investigation. It must be used to pay expenses of processing the forfeiture and sale, as well as enhance law enforcement efforts pertaining to drug law enforcement.

#### *American Rescue Plan Act Fund*

This fund is used to account for all federal money received from the American Rescue Plan. It must be used to pay expenditures as outlined in the Final Rule of the American Rescue Plan.

### Internal Service Funds

#### *Public Services Inventory*

This fund tracks the purchase and use of inventory items such as salt and asphalt. Departments purchase goods from this fund as necessary to support operations.

#### *DPS Leave & Benefits*

This fund accounts for all leave-time pay and other benefits associated with personnel in the Department of Public Safety. Operating funds for which services are rendered pay charges into this fund on a pay-for-use basis.



## Miscellaneous Funds

### Fiduciary Funds

#### *Cemetery Perpetual Care*

This fiduciary fund is primarily funded by portions of the fees charged for services at the Lakeview and Oak Grove Cemeteries. Funds are used to provide for the perpetual upkeep of the cemeteries.

#### *Stock's Park Perpetual Maintenance*

A citizen initiative group has worked to raise money to renovate Mrs. Stock's Park. In 2006, this committee received designated donations for the expressed purpose of establishing an endowment fund to help with future maintenance costs of this park. The earnings from these investments will be used to maintain the park.

#### *R.L. Owen Park Memorial*

Owen Park was created with donated funds and property and is maintained with the interest and principal in this fiduciary funds.



CEMETERY PERPETUAL CARE - 151 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
151-000.000-642.100	SALE OF CEMETERY LOTS-LAKEVIEW	2,135	7,225	8,000	4,250	3,900	4,000	4,500	12.50%
151-000.000-642.200	SALE OF CEMETERY LOTS-OAKGROVE	5,050	13,113	13,425	8,713	11,125	7,000	10,000	42.86%
151-000.000-665.000	INTEREST	14,242	16,222	10,763	9,910	7,552	10,000	15,000	50.00%
151-000.000-669.000	CHANGE IN INVESTMENTS	1,479	1,987	(596)	(14,432)	(4,686)	0	0	-
TOTAL CEMETERY PERPETUAL CARE REVENUE		22,906	38,547	31,592	8,441	17,891	21,000	29,500	40.48%
<b>CEMETERY PERPETUAL CARE - 151 APPROPRIATIONS</b>									
ADMINISTRATIVE SERVICES - 175									
151-175.000-960.000	BANK FEES	0	0	0	302	241	0	350	100.00%
TOTAL TRANSFERS TO OTHERS APPROPRIATIONS		0	0	0	302	241	0	350	-
TRANSFERS TO OTHERS - 965									
151-965.000-995.101	TRANSFER - GENERAL FUND	15,500	0	20,000	20,000	0	20,000	20,000	100.00%
TOTAL TRANSFERS TO OTHERS APPROPRIATIONS		15,500	0	20,000	20,000	0	20,000	20,000	0.00%
TOTAL APPROPRIATIONS - FUND 151		15,500	0	20,000	20,302	241	20,000	20,350	0.00%
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 151</b>		<b>7,406</b>	<b>38,547</b>	<b>11,592</b>	<b>(11,861)</b>	<b>17,650</b>	<b>1,000</b>	<b>9,150</b>	<b>815.00%</b>



STOCK'S PARK PERPETUAL MAINTENANCE - 152 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
152-000.000-665.000	INTEREST	836	1,228	292	346	938	1,000	1,500	50.00%
152-000.000-669.000	CHANGE IN INVESTMENTS	286	385	(109)	(2,627)	(853)	0	0	100.00%
152-000.000-675.000	CONTRIBUTIONS AND DONATIONS	6,013	2,727	15,042	1,870	1,818	6,000	3,000	-50.00%
TOTAL STOCK'S PARK PERPETUAL MAINTENANCE REVENUE		7,135	4,340	15,225	(411)	1,903	7,000	4,500	-35.71%
<b>STOCK'S PARK PERPETUAL MAINTENANCE - 152 APPROPRIATIONS</b>									
PARKS-756									
152-756.000-960.000	BANK FEES	0	0	0	55	44	100	100	100.00%
TOTAL PARKS APPROPRIATIONS		0	0	0	55	44	100	100	0.00%
TOTAL APPROPRIATIONS - FUND 152		0	0	0	55	44	100	100	0.00%
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 152</b>		<b>7,135</b>	<b>4,340</b>	<b>15,225</b>	<b>(466)</b>	<b>1,859</b>	<b>6,900</b>	<b>4,400</b>	<b>-36.23%</b>





R.L. OWEN MEMORIAL - 153 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
153-000.000-665.000	INTEREST	4,069	4,230	5,075	5,116	4,493	5,000	8,000	60.00%
153-000.000-669.000	CHANGE IN INVESTMENTS	215	288	(89)	(2,162)	(702)	0	0	100.00%
TOTAL R.L. OWEN MEMORIAL REVENUE		4,284	4,518	4,986	2,954	3,791	5,000	8,000	60.00%
R.L. OWEN MEMORIAL - 153 APPROPRIATIONS									
BUILDINGS AND GROUNDS - 265									
153-265.000-801.000	CONTRACTUAL SERVICES	0	0	0	0	15,716	0	0	0.00%
153-265.000-960.000	BANK FEES	0	0	0	45	36	100	100	0.00%
TOTAL BUILDINGS AND GROUNDS APPROPRIATIONS		0	0	0	45	15,752	100	100	0.00%
TOTAL APPROPRIATIONS - FUND 153		0	0	0	45	15,752	100	100	0.00%
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 153</b>		<b>4,284</b>	<b>4,518</b>	<b>4,986</b>	<b>2,909</b>	<b>(11,961)</b>	<b>4,900</b>	<b>7,900</b>	<b>61.22%</b>



CONTRIBUTIONS & DONATIONS - 252 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF CHANGE
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
252-000.000-675.000	CONTRIBUTIONS & DONATIONS	0	0	0	0	0	5,000	5,000	-
TOTAL CONTRIBUTIONS & DONATIONS REVENUE		0	0	0	0	0	5,000	5,000	-
CONTRIBUTIONS AND DONATIONS - 252 APPROPRIATIONS									
ADMINISTRATIVE SERVICES-175									
252-175.000-726.000	SUPPLIES	0	0	0	0	0	5,000	5,000	-
TOTAL CONTRIBUTIONS & DONATIONS APPROPRIATIONS		0	0	0	0	0	5,000	5,000	-
TOTAL APPROPRIATIONS - FUND 252		0	0	0	0	0	5,000	5,000	0.00%
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 252</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>



DRUG FORFEITURE - 265 REVENUE		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE
						THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
265-000.000-659.000	DRUG FORFEITURES	2,986	1,151	3,164	0	100	1,000	0	-100.00%
265-000.000-665.000	INTEREST	0	0	43	71	69	0	0	-
265-000.000-692.000	OTHER REVENUE	0	0	4,034	0	0	0	0	100.00%
TOTAL DRUG FORFEITURE REVENUE		2,986	1,151	7,241	71	169	1,000	0	-100.00%

**DRUG FORFEITURE - 265  
APPROPRIATIONS**

POLICE DEPARTMENT - 301

265-301.000-726.000	SUPPLIES	228	215	6,504	1,356	2,183	2,500	3,000	20.00%
TOTAL POLICE DEPARTMENT APPROPRIATIONS		228	215	6,504	1,356	2,183	2,500	3,000	20.00%
TOTAL APPROPRIATIONS - FUND 265		228	215	6,504	1,356	2,183	2,500	3,000	0.00%
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 265</b>		<b>2,758</b>	<b>936</b>	<b>737</b>	<b>(1,285)</b>	<b>(2,014)</b>	<b>(1,500)</b>	<b>(3,000)</b>	<b>100.00%</b>



POLICE OWI ENFORCEMENT - 274 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
274-000.000-665.000	INTEREST INCOME	0	0	20	10	16	0	0	0.00%
274-000.000-692.301	OTHER REVENUES - POLICE DEPT	359	1,625	1,173	200	75	1,000	0	-100.00%
TOTAL POLICE OWI ENFORCEMENT REVENUE		359	1,625	1,193	210	91	1,000	0	-100.00%
POLICE OWI ENFORCEMENT - 274 APPROPRIATIONS									
POLICE DEPARTMENT - 301									
274-301.000-726.000	SUPPLIES	1,920	0	11,346	425	0	1,500	500	-66.67%
TOTAL POLICE DEPARTMENT APPROPRIATIONS		1,920	0	11,346	425	0	1,500	500	-66.67%
TOTAL APPROPRIATIONS - FUND 274		1,920	0	11,346	425	0	1,500	500	0.00%
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 274</b>		<b>(1,561)</b>	<b>1,625</b>	<b>(10,153)</b>	<b>(215)</b>	<b>91</b>	<b>(500)</b>	<b>(500)</b>	<b>0.00%</b>



ARPA GRANT FUND - 287 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
287-000.000-529.000	FEDERAL GRANTS	0	0	0	400,664	439,931	418,831	0	-100.00%
287-000.000-665.000	INTEREST INCOME	0	0	0	858	2,435	1,000	500	-50.00%
287-000.000-699.401	TRANSFER IN-CAPITAL IMPROVEMENT FUND	0	0	0	0	0	332,000	0	-100.00%
TOTAL ARPA GRANT REVENUE		0	0	0	401,522	442,366	751,831	500	-99.93%
<b>ARPA GRANT FUND - 287 APPROPRIATIONS</b>									
ENGINEERING SERVICES - 447									
287-447.000-801.000	CONTRACTUAL SERVICES	0	0	0	25,450	94,609	0	0	-
TOTAL ENGINEERING SREVICES APPROPRIATIONS		0	0	0	25,450	94,609	0	0	0.00%
CAPITAL OUTLAY - 900									
287-900.000-970.000	CAPITAL OUTLAY	0	0	0	375,214	207,724	750,000	0	-100.00%
TOTAL CAPITAL OUTLAY APPROPRIATIONS		0	0	0	375,214	207,724	750,000	0	-100.00%
TOTAL APPROPRIATIONS - FUND 287		0	0	0	400,664	302,333	750,000	0	0.00%
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 287</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>858</b>	<b>140,033</b>	<b>1,831</b>	<b>500</b>	<b>-72.69%</b>



PUBLIC SERVICE INVENTORY - 633 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
633-000.000-650.000	SALE OF MATERIALS	7,195	5,694	5,901	12,411	8,476	9,000	9,000	0.00%
633-000.000-665.000	INTEREST INCOME	0	0	124	129	7	0	0	-
633-000.000-680.000	INVENTORY ADJUSTMENT	0	(744)	0	(14,745)	0	0	0	-
633-000.000-687.999	OTHER REFUNDS	0	0	114	0	0	0	0	-
633-000.000-699.101	TRANSFERS IN - GENERAL FUND	30,000	0	0	0	0	0	0	-
TOTAL PUBLIC SERVICE INVENTORY REVENUE		37,195	4,950	6,139	(2,205)	8,483	9,000	9,000	0.00%

**PUBLIC SERVICE INVENTORY - 633  
APPROPRIATIONS**

PUBLIC SERVICES INVENTORY - 236

633-236.000-702.000	WAGES	4,145	474	0	21	0	0	0	-
633-236.000-703.000	OVERTIME PAY	38	0	0	122	0	0	0	-
633-236.000-716.000	RETIREMENT	41	7	0	0	0	0	0	-
633-236.000-720.000	EMPLOYER'S FICA	295	35	0	10	0	0	0	-
633-236.000-725.000	FRINGE BENEFITS - ALLOCATED	2,849	150	0	0	0	0	0	-
633-236.000-726.000	SUPPLIES	9,383	86,604	2,678	12,327	2,817	132,969	6,500	-95.11%
633-236.000-771.000	INVENTORY ADJUSTMENT	5,731	(76,353)	5,875	20,896	0	0	0	-
633-236.000-801.000	CONTRACTUAL SERVICES	2,120	43	1,927	532	0	2,650	2,500	-5.66%
633-236.000-940.000	EQUIPMENT RENTAL	2,964	114	0	0	0	0	0	-
TOTAL PUBLIC SERVICE INVENTORY APPROPRIATIONS		27,566	11,074	10,480	33,908	2,817	135,619	9,000	-93.36%
TOTAL APPROPRIATIONS - FUND 633		27,566	11,074	10,480	33,908	2,817	135,619	9,000	-93.36%
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 633</b>		<b>9,629</b>	<b>(6,124)</b>	<b>(4,341)</b>	<b>(36,113)</b>	<b>5,666</b>	<b>(126,619)</b>	<b>0</b>	<b>-100.00%</b>



UNEMPLOYMENT INSURANCE - 677 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF CHANGE
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
677-000.000-665.000	INTEREST	0	0	1,333	23,315	0	0	0	-
677-000.000-669.000	CHANGE IN INVESTMENTS	0	0	1,333	23,315	0	0	0	-
677-000.000-692.000	OTHER REVENUE	0	0	1,333	23,315	0	0	0	-
TOTAL UNEMPLOYMENT INSURANCE REVENUE		0	0	3,999	69,945	0	0	0	-
<b>UNEMPLOYMENT INSURANCE - 677 APPROPRIATIONS</b>									
ADMINISTRATIVE SERVICES - 175									
677-175.000-960.000	BANK FEES	0	0	1,333	23,315	0	0	0	-
677-175.000-964.000	REFUNDS AND REBATES	0	0	1,333	23,315	0	0	0	-
TOTAL ADMINISTRATIVE SERVICES APPROPRIATIONS		0	0	2,666	46,630	0	0	0	-
TOTAL APPROPRIATIONS - FUND 677		0	0	2,666	46,630	0	0	0	-
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 677</b>		<b>0</b>	<b>0</b>	<b>1,333</b>	<b>23,315</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>



DPS LEAVE AND BENEFITS - 699 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
699-000.000-665.000	INTEREST	0	0	134	175	556	0	0	-
699-000.000-687.300	OTHER REFUNDS	194,818	174,823	146,940	161,026	57,835	245,451	167,381	-31.81%
TOTAL DPS LEAVE AND BENEFITS REVENUE		194,818	174,823	147,074	161,201	58,391	245,451	167,381	-31.81%
<b>DPS LEAVE AND BENEFITS - 699 APPROPRIATIONS</b>									
PUBLIC SERVICES DEPARTMENT - 441									
699-441.000-704.000	SICK TIME PAY	17,423	6,509	5,648	8,164	0	6,322	11,263	78.16%
699-441.000-705.000	VACATION TIME PAY	18,485	14,874	14,328	12,015	0	27,736	16,090	-41.99%
699-441.000-706.000	PERSONAL TIME PAY	4,079	3,060	3,763	3,446	0	3,692	0	-100.00%
699-441.000-707.000	LONGEVITY PAY	4,240	4,240	5,580	3,400	1,700	3,400	0	-100.00%
699-441.000-710.000	HOLIDAY AND OTHER PAY	13,949	14,170	13,178	11,959	0	18,437	16,895	-8.36%
699-441.000-714.000	COMPENSATED ABSENCES	0	0	0	31,216	0	0	0	-
699-441.000-715.000	HEALTH AND LIFE INSURANCE	110,943	115,181	86,899	67,862	45,694	134,427	71,505	-46.81%
699-441.000-716.000	RETIREMENT	4,710	3,981	4,670	7,638	6,141	40,167	48,968	21.91%
699-441.000-717.000	WORKERS' COMPENSATION	15,825	7,609	10,853	11,023	3,169	11,050	2,100	-81.00%
699-441.000-718.000	UNEMPLOYMENT INSURANCE	0	800	0	0	0	0	0	-
699-441.000-720.000	EMPLOYER'S FICA	3,716	2,875	2,490	2,574	130	0	0	-
699-441.000-721.000	DISABILITY INSURANCE	1,446	1,525	1,638	1,729	1,000	220	560	154.55%
699-441.000-995.101	TRANSFER-GENERAL FUND	0	0	20,606	0	0	0	0	-
TOTAL PUBLIC SERVICES DEPARTMENT APPROPRIATIONS		194,816	174,824	169,653	161,026	57,834	245,451	167,381	-31.81%
TOTAL APPROPRIATIONS - FUND 699		194,816	174,824	169,653	161,026	57,834	245,451	167,381	-1.43%
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 699</b>		<b>2</b>	<b>(1)</b>	<b>(22,579)</b>	<b>175</b>	<b>557</b>	<b>0</b>	<b>0</b>	<b>-</b>





## Board of Public Utilities

David E. Mackie - Director

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Bob Batt – President

Phil McDowell – Board Member

Eric Potes – Board Member

Pete Becker – Vice President

Jeremiah Hodshire – Board Member

Karen Lancaster – Finance Director

Jake Hammel – Electric Department Superintendent

Ken Keasal – Safety Coordinator

Jeff Gier – Water/Sewer Distribution Supervisor

Brandon Janes – Technology Director

Kelly LoPresto – Office Manager

### Department Summary

Since 1893, the Board of Public Utilities has provided electric power to our community with 6,021 customers. Over the last 130 years the landscape has changed dramatically. Over the years, the utility has expanded to also include a wastewater system and a municipal water system. The sewer system has 42.4 miles of intertwining pipes that feed into our waste water treatment plant. Once treated, the clean water is then discharged into the St. Joe River. All the solid waste are captured, digested, and disposed of as fertilizer on farmland. Water is pumped from our local wells, to our water treatment plant, through our 54.33 miles of water mains with two water towers, then to our customers. The Hillsdale BPU has seen a number of changes and improvements over the past several years. The BPU continues to collaborate with the City through shared staff and capital projects. Shared staff include: City Manager/BPU Director, Finance Department, Human Resource Director, Engineer, Safety Coordinator, Forester, Mechanic and IT Department.

As part of the Council goals for 2024 and as seen in the capital improvement sections of the budget the BPU continues to make improvements to its infrastructure. Electric Department capital projects for 2023 include: industrial substation and monitoring upgrades, power plant improvements and PowerSecure 15MW backup power project. The Water and Sewer Departments received a \$2M CDBG grant to replace 75 water shutoff valves and over 1 mile sewer main costing about \$2.9 million. Additionally, the Westwood reconstruction project will be starting in the spring of 2024 that includes substantial Water and Sewer improvements. Water Department capital projects include: water main replacement, Case 580 N Extendahoe (split), pull behind compressor, 50% of a 5-yard dump truck (split) and well/pump maintenance. Sewer Department capital projects include: waste water treatment plant equipment upgrades, lift station improvements and new sewer main camera. The BPU continues to work proactively with the City to plan for infrastructure projects and improve customer service.



## Board of Public Utilities

### Department Goals

- Work with existing and potential customers to foster economic development.
- Maintain a responsible rate structure that includes a combination of energy alternatives.
- Continue to improve customer service and communication.
- Provide a safe work environment, promoting workforce diversity and equal opportunity, and encouraging professional growth for all employees.
- Maintain a continuous staff review and development process.
- Prepare strategic plan for the Electric Department.
- Perform a customer service satisfaction survey.

### Budget Summary

- City Manager/BPU Director position is split 60/40 with the City.
- Technical Services is split out by City department for transparency.
  - Electric, Water and Sewer rate increases as previously approved by City Council.
  - Electric 2%, Sewer 5% and Water 10%.
- Increase 2% late fee charge to 4%.
- Purchased Power cost projections are up 9.6% or \$901,879.
- Water and Sewer bond proceeds of \$2.070M and \$2.389M respectively.
- PILOT costs are 6% of sales in each fund.
- Retirement costs are based on MERS estimates.



ELECTRIC - 582 REVENUES	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF CHANGE
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
582-000.000-546.019	STATE GRANT-COVID 19	0	0	3,121	0	0	0	0	-
582-000.000-569.000	STATE GRANT	0	0	713	0	0	0	0	-
582-000.000-569.600	STATE GRANT - DISASTER REIMBURSEMENT	0	0	0	37,918	0	0	0	-
582-000.000-593.000	INTERDEPARTMENTAL REVENUE	93,005	230,765	236,609	212,027	150,730	239,076	242,550	1.45%
582-000.000-613.000	RESIDENTIAL SALES	4,604,839	4,783,104	4,815,292	4,920,119	3,501,628	5,011,719	5,472,553	9.20%
582-000.000-614.000	BUSINESS SALES	1,338,477	1,352,308	1,346,806	1,407,527	1,047,951	1,522,175	1,662,296	9.21%
582-000.000-615.000	COMMERCIAL SALES	3,217,263	3,095,464	3,103,427	3,156,050	2,157,419	3,196,370	3,489,822	9.18%
582-000.000-616.000	INDUSTRY SALES	3,062,876	3,076,834	3,335,640	3,173,849	2,082,644	3,187,031	3,480,347	9.20%
582-000.000-617.000	STREET LIGHT SALES	52,026	53,309	54,196	52,492	34,056	68,395	69,389	1.45%
582-000.000-665.000	INTEREST	270	136,550	72,312	67,331	84,284	70,000	100,000	42.86%
582-000.000-669.000	CHANGE IN INVESTMENTS	67,674	34,502	(11,815)	(249,636)	(101,440)	0	0	-
582-000.000-669.001	GAIN (LOSS) ON MSCPA INVESTMENT	2,869,918	(371,938)	607,780	78,527	0	0	0	-
582-000.000-673.001	GAIN ON SALE OF PROPERTY	(1)	9,918	13,325	(2,575)	0	0	0	-
582-000.000-679.000	LATE CHARGES	36,833	21,679	29,476	34,496	20,277	40,000	45,000	12.50%
582-000.000-680.000	INVENTORY ADJUSTMENT	0	0	(3,466)	(40,314)	(8,190)	0	0	-
582-000.000-689.000	CASH OVER & (SHORT)	(165)	(113)	134	162	21	0	0	-
582-000.000-692.001	OTHER REVENUE - MISC OPERATING	121,546	85,874	127,161	104,457	106,384	120,000	122,770	2.31%
582-000.000-692.200	OTHER REVENUE - MISC NON-OPERATING	23,316	44,055	17,199	11,954	9,661	30,000	25,000	-16.67%
	TOTAL ELECTRIC REVENUES	15,487,877	12,552,311	13,747,910	12,964,384	9,085,425	13,484,766	14,709,727	9.08%



ELECTRIC - 582 APPROPRIATIONS	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE	
					THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24		
ADMINISTRATIVE SERVICES - 175									
582-175.000-702.000	WAGES	276,996	280,575	270,325	337,037	281,076	350,587	441,494	25.93%
582-175.000-703.000	OVERTIME PAY	4,967	12,155	8,364	1,807	1,161	6,000	0	-100.00%
582-175.000-704.000	SICK TIME PAY	22,348	24,548	21,873	47,535	5,140	0	0	-
582-175.000-705.000	VACATION TIME PAY	57,408	63,253	60,294	68,159	14,212	0	0	-
582-175.000-706.000	PERSONAL TIME PAY	8,899	11,263	10,462	11,326	1,661	0	0	-
582-175.000-707.000	LONGEVITY PAY	12,870	8,780	10,600	7,800	9,780	7,800	0	-100.00%
582-175.000-710.000	HOLIDAY & OTHER PAY	34,012	38,483	41,381	42,752	14,648	400	400	0.00%
582-175.000-714.000	COMPENSATED ABSENCES	0	0	0	47,940	0	0	0	-
582-175.000-715.000	HEALTH & LIFE INSURANCE	162,362	183,684	185,090	209,646	147,907	238,436	202,082	-15.25%
582-175.000-716.000	RETIREMENT	305,661	395,475	260,831	531,983	152,812	223,813	96,264	-56.99%
582-175.000-717.000	WORKERS' COMPENSATION	8,513	7,262	6,167	6,332	8,090	7,500	8,300	10.67%
582-175.000-718.000	UNEMPLOYMENT INSURANCE	0	2,500	0	0	0	0	0	-
582-175.000-720.000	EMPLOYER'S FICA	29,424	30,190	28,519	36,570	22,888	26,820	33,320	24.24%
582-175.000-721.000	DISABILITY INSURANCE	3,222	4,470	3,962	4,428	3,270	6,000	5,000	-16.67%
582-175.000-724.000	PAYROLL ALLOCATION	0	0	0	33,114	0	0	0	-
582-175.000-725.100	MICELLANEOUS FRINGE EXPENSE	(269,985)	(302,100)	(311,369)	(389,688)	(204,700)	0	0	-
582-175.000-725.200	EDUCATION (TRAINING & SEMINARS)	29	0	0	0	0	0	0	-
582-175.000-726.000	SUPPLIES	16,821	14,511	14,562	20,364	10,337	23,500	20,000	-14.89%
582-175.000-726.007-CVE	OFFICE SUPPLIES - COVID	0	911	6,786	146	0	0	0	-
582-175.000-726.200	OFFICE SUPPLIES	1,582	52	0	0	0	0	0	-
582-175.000-726.202	SUPPLIES - COMPUTER	74	465	164	0	0	0	0	-
582-175.000-801.000	CONTRACTUAL SERVICES	35,693	65,249	78,817	94,580	63,581	84,600	100,000	18.20%
582-175.000-801.200	COMPUTER	41,238	31,318	29,475	32,849	6,671	0	14,050	100.00%
582-175.000-802.000	TECHNICAL SERVICES	0	0	0	16,115	42,797	97,295	96,285	-1.04%
582-175.000-803.000	ENERGY OPTIMIZATION	0	0	0	0	0	180,000	185,000	2.78%
582-175.000-805.000	ACCOUNTING SERVICES	416	0	0	0	0	0	0	-
582-175.000-806.000	LEGAL SERVICES	2,285	738	328	75	0	1,500	1,500	0.00%
582-175.000-808.000	AUDITING SERVICES	5,788	6,038	5,740	0	0	6,000	0	-100.00%
582-175.000-810.000	DUES & SUBSCRIPTIONS	27,419	26,251	32,039	18,887	17,826	35,000	27,500	-21.43%
582-175.000-818.000	INSURANCE	20,056	22,273	25,228	63,114	103,170	32,000	105,000	228.13%
582-175.000-820.000	PILOT	740,075	732,462	761,430	761,640	529,422	778,110	790,464	1.59%



ELECTRIC - 582 APPROPRIATIONS	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE
					THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
ADMINISTRATIVE SERVICES - 175								
582-175.000-850.000 TELEPHONE	14,537	14,398	12,365	10,903	5,996	13,537	13,537	0.00%
582-175.000-860.000 TRANSPORTATION & MILEAGE	0	12	0	0	0	0	0	-
582-175.000-880.000 COMMUNITY PROMOTION	5,487	12,164	4,841	3,620	2,083	5,000	5,000	0.00%
582-175.000-905.000 PUBLISHING / NOTICES	0	0	(54)	46	0	0	0	-
582-175.000-906.000 SPONSORSHIPS	0	0	0	150	7,500	1,000	7,500	650.00%
582-175.000-920.300 UTILITIES - ELECTRIC	1,905	0	0	0	0	0	0	-
582-175.000-920.400 UTILITIES - GAS	2,579	2,227	4,626	3,714	1,896	2,500	4,000	60.00%
582-175.000-930.000 REPAIRS & MAINTENANCE	8,555	5,401	3,567	8,029	2,406	10,000	10,000	0.00%
582-175.000-955.000 MISCELLANEOUS	0	(12)	(113)	0	0	0	0	-
582-175.000-956.000 TRAINING & SEMINARS	4,681	5,677	10,696	3,361	2,627	10,000	13,000	30.00%
582-175.000-956.100 TRAINING & SEMINARS-EXTERNAL	0	325	0	0	0	3,000	0	-100.00%
582-175.000-956.200 LODGING & MEALS	0	151	216	1,060	2,247	2,000	2,500	25.00%
582-175.000-957.000 PROPERTY TAXES	22	0	22	0	0	0	0	-
582-175.000-960.000 BANK FEES	0	0	0	6,477	6,246	0	7,000	100.00%
582-175.000-963.000 WRITE OFF BAD DEBT(S)	47,743	96,578	263	7,360	613	0	0	-
582-175.000-968.000 DEPRECIATION	100,628	95,610	70,201	62,528	35,022	0	0	-
582-175.000-968.100 AMORTIZATION	0	0	0	8,483	0	0	0	-
582-175.000-969.000 INTERDEPARTMENTAL EXPENSE	4,451	6,789	6,438	6,248	4,825	7,000	7,000	0.00%
582-175.000-970.000 CAPITAL OUTLAY	0	0	0	0	0	33,000	33,000	0.00%
582-175.000-993.000 DEBT SERVICE - INTEREST	17,509	3,929	0	0	0	0	0	-
582-175.000-993.100 LEASE INTEREST PAID	0	0	0	21	0	0	0	-
582-175.000-995.000 TRANSFER OUT - GENERAL FUND	10,000	61,655	70,769	0	0	70,000	0	-100.00%
TOTAL ADMINISTRATIVE SERVICES APPROPRIATIONS	1,766,270	1,965,710	1,734,905	2,126,511	1,303,210	2,262,398	2,229,196	-1.47%



ELECTRIC - 582 APPROPRIATIONS	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE	
					THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24		
PRODUCTION - 543									
582-543.000-702.000	WAGES	41,758	48,108	27,697	42,504	29,940	207,319	215,954	4.17%
582-543.000-703.000	OVERTIME PAY	2,013	1,309	4,351	10,625	3,091	5,000	0	-100.00%
582-543.000-704.000	SICK TIME PAY	176	561	25	0	0	0	0	-
582-543.000-705.000	VACATION TIME PAY	880	963	392	0	0	0	0	-
582-543.000-706.000	PERSONAL TIME PAY	616	390	0	0	0	0	0	-
582-543.000-710.000	HOLIDAY & OTHER PAY	1,848	3,286	395	(15)	0	0	0	-
582-543.000-716.000	RETIREMENT	0	0	880	0	348	0	49,840	100.00%
582-543.000-720.000	EMPLOYER'S FICA	3,421	3,864	2,388	3,545	2,152	15,860	16,520	4.16%
582-543.000-725.100	MICELLANEOUS FRINGE EXPENSE	22,027	24,128	13,690	31,559	17,299	0	57,224	100.00%
582-543.000-726.000	SUPPLIES	847	2,480	2,709	4,378	6,710	4,000	4,000	0.00%
582-543.000-739.000	PURCHASED POWER	8,607,248	8,324,832	8,743,721	9,019,300	6,763,782	9,385,308	10,287,187	9.61%
582-543.000-739.001	PURCHASED POWER - RATE STABILIZATION	0	39,176	16,923	0	0	0	0	-
582-543.000-740.000	FUEL & LUBRICANTS	1,285	904	23,247	2,950	3,301	15,000	15,000	0.00%
582-543.000-740.100	FUEL OIL - ENGINE #5	5,637	1,844	6,904	7,668	0	13,000	15,000	15.38%
582-543.000-740.200	FUEL OIL - ENGINE #6	9,366	2,355	20,085	10,559	0	14,000	15,000	7.14%
582-543.000-740.300	NATURAL GAS - ENGINE #5	5,205	4,381	9,934	30,425	14,705	20,000	20,000	0.00%
582-543.000-740.400	NATURAL GAS - ENGINE #6	5,529	5,412	31,479	30,038	14,705	20,000	20,000	0.00%
582-543.000-742.000	CLOTHING / UNIFORMS	924	1,556	1,285	1,144	15	2,000	2,000	0.00%
582-543.000-771.000	INVENTORY ADJUSTMENT	0	(5,413)	426	0	0	0	0	-
582-543.000-801.000	CONTRACTUAL SERVICES	21,011	36,943	21,488	15,087	26,487	40,000	40,000	0.00%
582-543.000-818.000	INSURANCE	62,732	64,756	69,502	35,467	0	0	0	-
582-543.000-850.000	TELEPHONE	330	789	279	124	0	0	0	-
582-543.000-920.400	UTILITIES - GAS	11,316	9,633	13,403	16,171	13,683	14,000	14,000	0.00%
582-543.000-930.000	REPAIRS & MAINTENANCE	3,626	10,540	15,910	24,914	5,963	25,000	30,000	20.00%
582-543.000-930.050	REPAIRS & MAINT. - ENGINE #5	4,833	4,314	17,279	60,180	6,100	20,000	20,000	0.00%
582-543.000-930.060	REPAIRS & MAINT. - ENGINE #6	19,947	4,153	7,949	13,233	2,544	20,000	20,000	0.00%
582-543.000-956.000	TRAINING & SEMINARS	133	189	76	0	0	1,000	1,000	0.00%
582-543.000-968.000	DEPRECIATION	185,656	178,229	168,912	151,690	99,948	0	0	-
582-543.000-969.000	INTERDEPARTMENTAL EXPENSE	17,801	39,570	38,362	30,856	17,105	40,000	40,000	0.00%
582-543.000-970.000	CAPITAL OUTLAY	0	0	0	0	0	30,000	50,000	66.67%
TOTAL PRODUCTION APPROPRIATIONS		9,036,165	8,809,252	9,259,691	9,542,402	7,027,878	9,891,487	10,932,725	10.53%



ELECTRIC - 582 APPROPRIATIONS	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE	
					THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24		
DISTRIBUTION - 544									
582-544.000-702.000	WAGES	302,803	281,410	371,475	406,158	282,599	430,758	379,134	-11.98%
582-544.000-702.019	WAGES-COVID	0	0	39,227	0	0	0	0	-
582-544.000-703.000	OVERTIME PAY	33,879	42,030	55,798	91,552	50,997	60,000	70,000	16.67%
582-544.000-704.000	SICK TIME PAY	0	0	243	0	0	0	0	-
582-544.000-705.000	VACATION TIME PAY	0	1,106	442	7,119	0	0	0	-
582-544.000-706.000	PERSONAL TIME PAY	0	0	0	498	0	0	0	-
582-544.000-710.000	HOLIDAY AND OTHER PAY	0	398	196	0	0	0	0	-
582-544.000-715.000	HEALTH INSURANCE	2,088	0	0	0	0	0	0	-
582-544.000-716.000	RETIREMENT	0	0	1,525	6,188	5,845	0	109,824	100.00%
582-544.000-717.000	WORKERS' COMP	0	0	242	0	0	0	0	-
582-544.000-720.000	EMPLOYER'S FICA	23,917	23,009	33,181	35,243	23,323	32,953	28,985	-12.04%
582-544.000-721.000	DISABILITY INSURANCE	927	0	0	0	0	0	0	-
582-544.000-725.100	MICELLANEOUS FRINGE EXPENSE	209,745	182,386	240,741	313,999	172,710	0	84,070	100.00%
582-544.000-726.800	SUPPLIES - OPERATIONS	32,355	20,882	27,235	32,633	8,420	30,000	30,000	0.00%
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	42,180	26,316	20,328	37,921	29,228	40,000	40,000	0.00%
582-544.000-740.000	FUEL AND LUBRICANTS	16,714	14,982	17,481	25,842	16,269	20,000	25,000	25.00%
582-544.000-742.000	CLOTHING / UNIFORMS	8,442	10,106	14,003	13,010	3,196	15,000	16,500	10.00%
582-544.000-771.000	INVENTORY ADJUSTMENT	(12,273)	13,637	5	0	0	0	0	-
582-544.000-801.000	CONTRACTUAL SERVICES	17,688	31,952	31,241	68,095	5,358	5,000	8,000	60.00%
582-544.000-801.200	COMPUTER	11,697	8,675	0	0	0	0	0	-
582-544.000-801.300	TREE TRIMMING	209,457	196,368	189,268	200,302	15,376	750,000	250,000	-66.67%
582-544.000-818.000	INSURANCE	31,997	34,065	38,856	21,133	0	40,000	0	-100.00%
582-544.000-850.000	TELEPHONE	1,967	0	0	0	0	0	0	-
582-544.000-920.500	UTILITIES - REFUSE	682	0	0	0	0	0	0	-
582-544.000-920.600	UTILITIES - OTHER	0	518	0	0	0	0	0	-
582-544.000-930.000	REPAIRS & MAINTENANCE	54,723	53,105	144,819	199,051	64,555	150,000	150,000	0.00%
582-544.000-930.546	REPAIRS & MAINANCE - SUBSTATIONS	19,347	61,822	20,075	40,852	14,495	97,500	97,500	0.00%
582-544.000-956.000	TRAINING & SEMINARS	4,867	10,204	5,200	34,580	23,844	20,000	23,000	15.00%
582-544.000-968.000	DEPRECIATION	440,239	463,263	511,464	525,426	375,627	0	0	-
582-544.000-969.000	INTERDEPARTMENTAL EXPENSE	8,721	8,888	8,930	8,867	6,635	9,500	9,500	0.00%
582-544.000-970.000	CAPITAL OUTLAY	0	0	0	0	0	1,700,000	2,542,208	49.54%
TOTAL DISTRIBUTION APPROPRIATIONS		1,462,162	1,485,122	1,771,975	2,068,469	1,098,477	3,400,711	3,863,721	13.62%
TOTAL APPROPRIATIONS - FUND 582		12,264,597	12,260,084	12,766,571	13,737,382	9,429,565	15,554,596	17,025,642	9.46%
NET OF REVENUE / APPROPRIATIONS - FUND 582		3,223,280	292,227	981,339	(772,998)	(344,140)	(2,069,830)	(2,315,915)	11.89%



SEWER - 590 REVENUES	DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE
						THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
590-000.000-529.000	FEDERAL GRANT	156,145	178,430	0	0	0	0	0	-
590-000.000-569.000	STATE GRANT	0	0	357	0	0	0	0	-
590-000.000-593.000	INTERDEPARTMENTAL REVENUE	52,246	6,009	5,706	5,678	4,281	4,198	8,400	100.10%
590-000.000-613.000	RESIDENTIAL SALES	852,934	927,939	976,269	1,018,509	706,149	1,117,179	1,173,037	5.00%
590-000.000-614.000	BUSINESS SALES	159,234	168,248	174,098	197,223	149,230	196,068	205,871	5.00%
590-000.000-615.000	COMMERCIAL SALES	378,705	371,690	410,304	466,533	360,391	457,854	480,746	5.00%
590-000.000-616.000	INDUSTRY SALES	261,348	300,749	399,378	436,289	304,713	451,610	474,220	5.01%
590-000.000-619.000	APARTMENT SALES	323,657	361,331	367,497	375,774	277,634	415,038	435,789	5.00%
590-000.000-665.000	INTEREST	1,660	1,609	1,988	5,354	41,873	2,000	50,000	2400.00%
590-000.000-669.000	CHANGE IN INVESTMENTS	0	0	(49)	(24,819)	3,174	0	0	-
590-000.000-673.001	GAIN (LOSS) ON SALE OF PROPERTY	0	101	525	(96,633)	300	0	0	-
590-000.000-679.000	LATE CHARGES	6,985	4,207	5,517	6,285	4,489	4,249	7,000	64.74%
590-000.000-680.000	INVENTORY ADJUSTMENTS	0	57	61	3,172	0	0	0	-
590-000.000-692.001	OTHER REVENUE - MISC OPERATING REVENUE	76,254	66,531	81,460	108,280	44,210	79,800	16,000	-79.95%
590-000.000-692.200	MISC NON-OPERATING INCOME	11,461	6,034	4,240	21,860	44,763	0	40,000	100.00%
TOTAL SEWER REVENUES		2,280,629	2,392,935	2,427,351	2,523,505	1,941,207	2,727,996	2,891,063	5.98%





SEWER - 590 APPROPRIATIONS		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
ADMINISTRATIVE SERVICES -175									
590-175.000-702.000	WAGES	131,240	122,191	142,361	147,520	138,921	183,587	238,727	30.03%
590-175.000-702.100	WAGES-PART-TIME	0	0	0	0	0	0	5,426	100.00%
590-175.000-703.000	OVERTIME PAY	2,228	774	387	780	31	0	0	-
590-175.000-704.000	SICK TIME PAY	10,983	7,184	4,778	7,280	2,570	0	0	-
590-175.000-705.000	VACATION TIME PAY	21,476	15,224	20,146	12,441	7,264	0	0	-
590-175.000-706.000	PERSONAL TIME PAY	4,120	3,562	3,837	2,052	831	0	0	-
590-175.000-707.000	LONGEVITY PAY	875	2,620	3,100	360	360	0	0	-
590-175.000-710.000	HOLIDAY AND OTHER PAY	16,288	16,417	16,298	15,044	7,545	2,375	450	-81.05%
590-175.000-714.000	COMPENSATED ABSENCES	0	0	0	25,557	0	0	0	-
590-175.000-715.000	HEALTH AND LIFE INSURANCE	81,068	79,976	79,073	78,042	56,652	37,874	100,527	165.42%
590-175.000-716.000	RETIREMENT	156,690	47,743	51,912	53,852	41,642	37,063	47,212	27.38%
590-175.000-717.000	WORKERS' COMPENSATION	3,015	2,010	2,135	2,100	2,162	4,000	2,300	-42.50%
590-175.000-718.000	UNEMPLOYMENT INSURANCE	0	650	0	0	0	0	0	-
590-175.000-720.000	EMPLOYER'S FICA	12,824	11,646	13,811	12,714	10,956	14,044	17,994	28.13%
590-175.000-721.000	DISABILITY INSURANCE	1,263	1,431	1,461	1,467	1,319	1,400	1,600	14.29%
590-175.000-724.000	PAYROLL ALLOCATION	0	0	0	16,557	0	0	0	-
590-175.000-725.100	MISCELLANEOUS FRINGE EXPENSE	(130,368)	(111,361)	(116,150)	(91,228)	(52,501)	0	0	-
590-175.000-726.000	SUPPLIES	8,186	7,260	6,506	8,953	4,688	12,000	12,000	0.00%
590-175.000-726.200	OFFICE SUPPLIES	1,108	0	0	56	0	0	0	-
590-175.000-726.007-CVI	SUPPLIES-COVID	0	159	1,055	48	0	0	0	-
590-175.000-726.202	SUPPLIES - COMPUTER	0	80	82	0	0	0	0	-
590-175.000-730.039	BPU VEHICLE MAINT/SUPPLIES	937	1,177	1,813	83	0	3,000	3,500	16.67%
590-175.000-801.000	CONTRACTUAL SERVICES	10,171	26,421	38,215	44,429	27,564	30,000	40,000	33.33%
590-175.000-801.070	BOND COSTS	0	0	0	0	19,156	0	0	-
590-175.000-801.200	COMPUTER	14,315	15,819	15,557	17,077	3,336	15,000	7,025	-53.17%
590-175.000-802.000	TECHNICAL SERVICES	0	0	0	2,999	17,555	35,215	38,047	8.04%
590-175.000-805.000	ACCOUNTING SERVICES	208	0	0	0	0	0	0	-
590-175.000-806.000	LEGAL SERVICES	490	346	505	223	518	2,000	2,000	0.00%
590-175.000-808.000	AUDITING SERVICES	2,894	3,019	2,870	0	0	3,500	0	-100.00%
590-175.000-810.000	DUES AND SUBSCRIPTIONS	7,126	11,210	4,674	2,024	6,244	10,000	10,000	0.00%
590-175.000-818.000	INSURANCE	10,130	10,497	10,545	21,663	35,108	11,361	35,500	212.47%
590-175.000-820.000	PILOT	118,570	124,467	139,695	149,261	107,887	146,000	152,949	4.76%
590-175.000-850.000	TELEPHONE	7,047	6,319	4,167	3,919	2,014	4,219	4,219	0.00%



SEWER - 590 APPROPRIATIONS	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE
					THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
ADMINISTRATIVE SERVICES -175								
590-175.000-860.000	0	6	0	0	0	0	0	-
590-175.000-880.000	2,006	5,857	2,392	1,810	1,083	2,500	2,500	0.00%
590-175.000-905.000	134	279	(27)	47	49	0	0	-
590-175.000-906.000	0	0	0	75	3,750	0	3,750	100.00%
590-175.000-920.100	953	0	0	0	0	0	0	-
590-175.000-920.400	1,290	1,114	2,335	1,904	948	1,100	1,100	0.00%
590-175.000-930.000	5,028	1,629	1,870	5,523	553	5,000	5,000	0.00%
590-175.000-955.000	0	(169)	0	0	0	0	0	-
590-175.000-956.000	636	1,686	744	678	1,130	3,000	4,500	50.00%
590-175.000-956.100	0	163	0	0	0	1,500	0	-100.00%
590-175.000-956.200	0	47	14	504	54	200	200	0.00%
590-175.000-957.000	83	0	0	0	0	0	0	-
590-175.000-960.000	0	0	0	1,661	1,389	0	2,000	100.00%
590-175.000-963.000	1,855	6,823	131	1,535	306	0	0	-
590-175.000-968.000	14,849	15,736	8,735	8,738	7,881	0	0	-
590-175.000-968.100	0	0	0	119	0	0	0	-
590-175.000-969.000	1,998	3,178	3,003	2,930	2,301	3,500	3,500	0.00%
590-175.000-970.000	0	0	0	0	0	16,500	16,500	0.00%
590-175.000-993.000	183,290	189,149	188,231	175,492	82,750	165,500	259,927	57.06%
590-175.000-993.100	0	0	0	11	0	0	0	-
590-175.000-995.000	5,000	30,827	35,385	0	0	35,000	0	-100.00%
TOTAL ADMINISTRATIVE SERVICES APPROPRIATIONS	710,006	663,166	691,646	736,300	544,016	786,438	1,018,453	29.50%



SEWER - 590 APPROPRIATIONS		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF CHANGE
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
OPERATIONS - 546									
590-546.000-702.000	WAGES	46,008	57,573	47,015	67,090	50,314	74,523	74,347	-0.24%
590-546.000-702.019	WAGES-COVID	0	0	2,064	163	0	0	0	-
590-546.000-703.000	OVERTIME PAY	7,695	7,048	2,503	5,861	1,591	0	0	-
590-546.000-715.000	HEALTH AND LIFE INSURANCE	148	0	0	0	0	14,782	0	-100.00%
590-546.000-716.000	RETIREMENT	0	0	371	2,819	2,351	11,369	13,087	15.11%
590-546.000-717.000	WORKERS' COMPENSATION	0	0	70	0	0	0	0	-
590-546.000-720.000	EMPLOYER'S FICA	3,875	4,653	3,736	5,323	3,762	5,701	5,678	-0.40%
590-546.000-721.000	DISABILITY INSURANCE	215	0	0	0	0	0	0	-
590-546.000-725.100	MICELLANEOUS FRINGE EXPENSE	46,797	35,127	30,302	36,788	23,105	0	16,962	100.00%
590-546.000-726.800	SUPPLIES - OPERATIONS	1,421	1,374	1,497	848	431	2,000	2,500	25.00%
590-546.000-730.039	BPU VEHICLE MAINT/SUPPLIES	1,375	3,494	3,976	1,488	2,333	5,500	5,750	4.55%
590-546.000-742.000	CLOTHING / UNIFORMS	1,814	3,056	2,192	2,963	1,556	4,000	4,250	6.25%
590-546.000-771.000	INVENTORY ADJUSTMENT	1,225	699	287	0	0	0	0	-
590-546.000-801.000	CONTRACTUAL SERVICES	3,063	2,943	5,380	1,461	300	5,000	5,000	0.00%
590-546.000-801.200	CONTRACTUAL SERVICES - COMPUTER	601	0	0	0	0	0	0	-
590-546.000-818.000	INSURANCE	13,073	14,178	13,417	6,055	0	15,069	0	-100.00%
590-546.000-850.000	TELEPHONE	75	0	0	0	0	0	0	-
590-546.000-920.500	UTILITIES - REFUSE	596	0	0	0	0	0	0	-
590-546.000-930.000	REPAIRS & MAINTENANCE	11,901	11,257	5,168	3,762	3,860	15,000	16,000	6.67%
590-546.000-930.950	REPAIRS & MAINT. - LIFT STATIONS	5,126	7,454	1,883	4,515	190	8,000	8,500	6.25%
590-546.000-930.960	REPAIRS & MAINT. - SEWER MAINS	3,193	5,793	131,897	240,229	4,438	225,000	250,000	11.11%
590-546.000-930.970	REPIARS & MAINT. - MANHOLES	343	1,455	321	385	480	5,000	5,000	0.00%
590-546.000-930.980	REPIARS & MAINT. - SERVICE LINES	200	67	836	0	0	1,000	1,000	0.00%
590-546.000-956.000	TRAINING & SEMINARS	737	709	365	508	1,153	2,000	3,000	50.00%
590-546.000-968.000	DEPRECIATION	81,550	71,708	74,571	75,431	52,475	0	0	-
590-546.000-969.000	INTERDEPARTMENTAL EXPENSE	7,034	6,856	6,442	6,888	5,064	6,000	6,500	8.33%
590-546.000-970.000	CAPITAL OUTLAY	0	0	0	0	0	445,750	1,764,000	295.74%
TOTAL OPERATIONS APPROPRIATIONS		238,065	235,444	334,293	462,577	153,403	845,694	2,181,574	157.96%



SEWER - 590 APPROPRIATIONS		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE
						THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
TREATMENT - 547									
590-547.000-702.000	WAGES	136,072	117,549	112,013	84,346	54,761	100,719	128,478	27.56%
590-547.000-702.019	WAGES-COVID	0	0	15,303	0	0	0	0	-
590-547.000-703.000	OVERTIME PAY	20,880	20,517	20,661	18,695	10,835	0	0	-
590-547.000-710.000	HOLIDAY AND OTHER PAY	0	0	0	0	51	1,050	1,050	0.00%
590-547.000-715.000	HEALTH AND LIFE INSURANCE	80	0	0	0	0	40,361	0	-100.00%
590-547.000-716.000	RETIREMENT	0	0	536	4,448	2,982	16,210	18,258	12.63%
590-547.000-720.000	EMPLOYER'S FICA	10,857	9,653	10,030	7,041	4,602	7,705	9,829	27.57%
590-547.000-721.000	DISABILITY INSURANCE	116	0	0	0	0	0	0	-
590-547.000-725.100	MISCELLANEOUS FRINGE EXPENSE	83,571	76,234	85,848	54,440	29,397	0	37,948	100.00%
590-547.000-726.900	SUPPLIES - LABORATORY	15,585	17,771	23,801	29,257	28,197	32,000	34,000	6.25%
590-547.000-727.500	SUPPLIES - CHLORINE	3,185	3,805	2,355	10,919	6,238	9,200	11,400	23.91%
590-547.000-727.600	SUPPLIES - FERROUS CHLORIDE	16,969	8,623	15,292	7,167	11,016	20,000	21,000	5.00%
590-547.000-727.700	SUPPLIES - DIOXIDE	2,460	3,060	2,380	4,028	1,883	3,400	4,000	17.65%
590-547.000-727.800	SUPPLIES - MISC. CHEMICALS	6	315	0	0	18	1,000	1,000	0.00%
590-547.000-730.039	BPU VEHICLE MAINT/SUPPLIES	1,031	2,563	70	190	11	3,000	3,500	16.67%
590-547.000-740.000	FUEL AND LUBRICANTS	2,236	2,359	3,565	8,367	6,277	4,000	7,500	87.50%
590-547.000-742.000	CLOTHING / UNIFORMS	345	280	293	730	494	1,500	2,250	50.00%
590-547.000-801.000	CONTRACTUAL SERVICES	125,616	78,270	128,312	128,750	111,135	115,000	135,000	17.39%
590-547.000-801.200	COMPUTER	3,816	1,194	0	1,010	0	0	0	-
590-547.000-818.000	INSURANCE	13,194	14,178	13,417	6,055	0	15,069	0	-100.00%
590-547.000-850.000	TELEPHONE	0	0	185	0	0	0	0	-
590-547.000-920.000	UTILITIES	509	0	0	0	0	0	0	-
590-547.000-920.400	UTILITIES - GAS	11,969	9,538	30,365	41,153	29,376	32,000	35,000	9.38%
590-547.000-930.000	REPAIRS & MAINTENANCE	25,444	49,644	29,393	26,324	28,154	40,000	47,500	18.75%
590-547.000-930.900	REPAIRS & MAINT - LABORATORY	3,388	2,760	1,950	875	5,991	6,000	25,000	316.67%
590-547.000-956.000	TRAINING & SEMINARS	624	355	453	143	2,129	1,500	2,500	66.67%
590-547.000-968.000	DEPRECIATION	96,675	98,022	216,828	311,221	208,633	0	0	-
590-547.000-969.000	INTERDEPARTMENTAL EXPENSE	44,735	72,795	79,607	83,371	57,452	90,000	90,000	0.00%
590-547.000-970.000	CAPITAL OUTLAY	0	0	0	0	0	244,500	268,000	9.61%
TOTAL TREATMENT APPROPRIATIONS		619,363	589,485	792,657	828,530	599,632	784,214	883,213	12.62%
TOTAL APPROPRIATIONS - FUND 590		1,567,434	1,488,095	1,818,596	2,027,407	1,297,051	2,416,346	4,083,240	68.98%
NET OF REVENUE / APPROPRIATIONS - FUND 590		713,195	904,840	608,755	496,098	644,156	311,650	(1,192,177)	-482.54%



WATER - 591 REVENUES	DESCRIPTION	ACTUAL					BUDGETS		% OF CHANGE
		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
591-000.000-529.000	FEDERAL GRANT	234,660	106,205	0	0	0	0	0	-
591-000.000-569.000	STATE GRANT	0	0	357	59,917	98,980	241,000	0	-100.00%
591-000.000-593.000	INTERDEPARTMENTAL EXPENSE	73,469	11,202	11,382	12,009	7,598	10,631	14,000	31.69%
591-000.000-613.000	RESIDENTIAL SALES	616,695	669,851	713,681	747,883	536,362	826,239	908,863	10.00%
591-000.000-614.000	BUSINESS SALES	133,747	150,550	160,431	170,777	140,790	184,877	203,365	10.00%
591-000.000-615.000	COMMERCIAL SALES	275,581	285,381	338,818	369,794	291,019	386,607	425,268	10.00%
591-000.000-616.000	INDUSTRY SALES	150,065	173,902	232,992	259,557	187,744	267,720	294,492	10.00%
591-000.000-619.000	APARTMENT SALES	230,595	255,954	259,516	265,852	202,767	297,746	343,896	15.50%
591-000.000-665.000	INTEREST	2,039	14,604	3,875	3,408	34,193	0	40,000	100.00%
591-000.000-669.000	CHANGE IN INVESTMENTS	15,645	2,495	(2,558)	(29,664)	(6,725)	0	0	-
591-000.000-673.001	GAIN ON SALE OF PROPERTY	0	2,858	525	(1,214)	300	0	0	-
591-000.000-679.000	LATE CHARGES	4,886	2,924	3,842	4,370	3,244	2,924	6,800	132.56%
591-000.000-680.000	INVENTORY ADJUSTMENT	0	(3,729)	274	30,573	0	0	0	-
591-000.000-692.001	OTHER REVENUE - MISC OPERATING REVENUE	19,816	25,615	24,216	31,890	11,499	0	15,000	100.00%
591-000.000-692.200	MISC NON-OPERATING INCOME	5,531	3,391	6,145	22,900	16,803	0	22,000	100.00%
591-000.000-692.300	MISC NON-OPERATING INCOME-WELLHEAD	2,054	3,073	0	0	0	0	0	-
	TOTAL WATER REVENUES	1,764,783	1,704,276	1,753,496	1,948,052	1,524,574	2,217,744	2,273,684	2.52%



WATER - 591 APPROPRIATIONS	DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE
						THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
ADMINISTRATIVE SERVICES -175									
591-175.000-702.000	WAGES	130,549	120,368	157,447	158,050	121,431	193,177	262,585	35.93%
591-175.000-702.100	WAGES-PART-TIME	0	0	0	0	0	0	5,426	100.00%
591-175.000-703.000	OVERTIME PAY	2,226	773	387	795	243	0	0	-
591-175.000-704.000	SICK TIME PAY	8,977	5,671	8,743	7,522	2,570	0	0	-
591-175.000-705.000	VACATION TIME PAY	16,114	11,450	11,029	14,800	7,106	0	0	-
591-175.000-706.000	PERSONAL TIME PAY	4,352	4,225	3,292	2,853	831	0	0	-
591-175.000-707.000	LONGEVITY PAY	1,975	1,880	1,160	0	0	0	0	-
591-175.000-710.000	HOLIDAY AND OTHER PAY	14,310	16,496	16,523	8,588	7,146	375	450	20.00%
591-175.000-714.000	COMPENSATED ABSENCES	0	0	0	16,814	0	0	0	-
591-175.000-715.000	HEALTH AND LIFE INSURANCE	76,862	64,727	75,592	78,559	55,483	39,925	121,447	204.19%
591-175.000-716.000	RETIREMENT	137,909	45,121	33,929	46,603	40,073	37,734	48,856	29.47%
591-175.000-717.000	WORKERS' COMPENSATION	3,280	5,635	2,561	2,802	1,823	3,000	1,950	-35.00%
591-175.000-718.000	UNEMPLOYMENT INSURANCE	0	1,050	0	0	0	0	0	-
591-175.000-720.000	EMPLOYER'S FICA	12,510	11,096	14,164	13,356	9,714	14,778	19,790	33.92%
591-175.000-721.000	DISABILITY INSURANCE	1,317	1,325	1,419	1,466	1,469	1,400	1,600	14.29%
591-175.000-724.000	PAYROLL ALLOCATION	0	0	0	16,557	0	0	0	-
591-175.000-725.100	MICELLANEOUS FRINGE EXPENSE	(94,411)	(90,133)	(86,299)	(75,189)	(55,054)	0	0	-
591-175.000-726.000	SUPPLIES	7,823	6,890	7,246	8,934	5,002	12,000	12,000	0.00%
591-175.000-726.007-CVD	SUPPLIES-COVID	0	174	541	47	0	0	0	-
591-175.000-726.200	OFFICE SUPPLIES	728	0	0	0	0	0	0	-
591-175.000-726.202	SUPPLIES - COMPUTER	0	80	94	0	0	0	0	-
591-175.000-726.591	SUPPLIES-WELLHEAD PROTECTION	2,377	1,647	0	0	0	0	0	-
591-175.000-730.039	BPU VEHICLE MAINT/SUPPLIES	3,731	2,288	2,570	0	0	3,000	3,000	0.00%
591-175.000-801.000	CONTRACTUAL SERVICES	9,986	30,145	46,000	46,211	27,873	40,000	46,000	15.00%
591-175.000-801.070	CONTRACTUAL SERVICES-BOND COSTS	0	0	0	0	22,103	0	0	-
591-175.000-801.200	COMPUTER	14,032	15,074	15,928	18,032	3,335	10,000	7,025	-29.75%
591-175.000-802.000	TECHNICAL SERVICES	0	0	0	3,144	17,578	35,215	38,047	8.04%
591-175.000-805.000	ACCOUNTING SERVICES	208	0	0	0	0	0	0	-
591-175.000-806.000	LEGAL SERVICES	1,480	196	70	2,223	0	2,000	0	-100.00%
591-175.000-808.000	AUDITING SERVICES	2,894	3,019	2,870	0	0	3,000	0	-100.00%
591-175.000-810.000	DUES AND SUBSCRIPTIONS	6,486	6,518	5,522	1,927	6,434	6,500	6,500	0.00%
591-175.000-818.000	INSURANCE	7,684	7,246	7,331	20,587	35,130	7,272	35,500	388.17%



WATER - 591 APPROPRIATIONS	DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE
						THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
ADMINISTRATIVE SERVICES -175									
591-175.000-820.000	PILOT	85,299	89,512	102,337	108,292	81,521	106,706	123,681	15.91%
591-175.000-850.000	TELEPHONE	6,992	5,894	4,356	3,736	2,014	4,219	4,219	0.00%
591-175.000-860.000	TRANSPORTATION & MILEAGE	0	6	0	0	0	0	0	-
591-175.000-880.000	COMMUNITY PROMOTION	2,006	5,857	2,392	1,810	1,083	2,500	2,500	0.00%
591-175.000-905.000	PUBLISHING / NOTICES	724	571	457	775	0	750	750	0.00%
591-175.000-906.000	SPONSORSHIPS	0	0	0	75	3,750	0	3,750	100.00%
591-175.000-920.200	UTILITIES - WATER	953	0	0	0	0	0	0	-
591-175.000-920.400	UTILITIES - GAS	1,289	1,114	3,917	1,904	948	1,200	1,200	0.00%
591-175.000-930.000	REPAIRS & MAINTENANCE	3,716	2,468	2,416	5,399	1,106	5,000	5,000	0.00%
591-175.000-955.000	MISCELLANEOUS	0	162	0	0	0	0	0	-
591-175.000-956.000	TRAINING & SEMINARS	1,365	2,040	200	223	2,318	2,500	4,000	60.00%
591-175.000-956.100	TRAINING & SEMINARS-EXTERNAL	0	163	0	0	0	1,500	0	-100.00%
591-175.000-956.200	LODGING AND MEALS	0	79	14	0	54	0	0	-
591-175.000-957.000	PROPERTY TAXES	0	0	0	178	0	0	0	-
591-175.000-960.000	BANK FEES	0	0	0	1,199	861	0	1,200	100.00%
591-175.000-963.000	WRITE OFF BAD DEBTS	3,617	7,149	131	1,535	306	0	0	-
591-175.000-968.000	DEPRECIATION	15,334	16,388	9,307	9,309	8,222	0	0	-
591-175.000-968.100	AMORTIZATION OF LEASED ASSETS	0	0	0	119	0	0	0	-
591-175.000-969.000	INTERDEPARTMENTAL EXPENSE	2,002	3,178	3,003	2,930	2,301	3,500	3,500	0.00%
591-175.000-970.000	CAPITAL OUTLAY	0	0	0	0	0	16,500	16,500	0.00%
591-175.000-993.000	INTEREST EXPENSE	2,553	1,515	449	0	0	0	112,500	100.00%
591-175.000-993.100	LEASE INTEREST PAID	0	0	0	11	0	0	0	-
591-175.000-995.000	TRANSFER OUT TO CITY	5,000	30,827	35,385	0	0	35,000	0	-100.00%
TOTAL ADMINISTRATIVE SERVICES APPROPRIATIONS		504,249	439,884	492,483	532,176	414,774	588,751	888,976	50.99%



WATER - 591 APPROPRIATIONS	DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE
						THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
PRODUCTION - 543									
591-543.000-702.000	WAGES	4,208	5,048	5,279	6,870	5,852	0	0	-
591-543.000-702.019	WAGES-COVID	0	0	688	122	0	0	0	-
591-543.000-703.000	OVERTIME PAY	2,658	2,247	2,125	1,572	1,443	0	0	-
591-543.000-715.000	HEALTH INSURANCE	26	0	0	0	0	0	0	-
591-543.000-716.000	RETIREMENT	0	0	51	573	411	0	0	-
591-543.000-717.000	WORKERS' COMPENSATION	0	0	90	0	0	0	0	-
591-543.000-720.000	EMPLOYER'S FICA	476	511	551	601	522	0	0	-
591-543.000-721.000	DISABILITY INSURANCE	31	0	0	0	0	0	0	-
591-543.000-725.100	MICELLANEOUS FRINGE EXPENSE	4,046	4,134	3,906	4,388	3,302	0	0	-
591-543.000-726.000	SUPPLIES	0	0	38	0	0	0	0	-
591-543.000-801.000	CONTRACTUAL SERVICES	1,800	5,022	694	3,443	3,436	4,000	4,800	20.00%
591-543.000-818.000	INSURANCE	6,863	6,334	6,254	3,423	0	6,121	0	-100.00%
591-543.000-930.000	REPAIRS & MAINTENANCE	1,671	1,452	3,278	5,712	5,039	5,000	5,600	12.00%
591-543.000-930.400	MAINTENANCE - WELL #4	144	0	0	0	0	0	0	-
591-543.000-930.800	MAINTENANCE - WELL #8	0	0	1,083	0	0	0	0	-
591-543.000-956.000	TRAINING & SEMINARS	896	188	70	120	2,408	1,000	2,500	150.00%
591-543.000-968.000	DEPRECIATION	30,733	26,344	26,881	28,118	19,005	0	0	-
591-543.000-969.000	INTERDEPARTMENTAL EXPENSE	40,753	29,453	31,804	24,740	18,583	30,000	30,000	0.00%
591-543.000-970.000	CAPITAL OUTLAY	0	0	0	0	0	45,000	97,500	116.67%
TOTAL PRODUCTION APPROPRIATIONS		94,305	80,733	82,792	79,682	60,001	91,121	140,400	54.08%





WATER - 591 APPROPRIATIONS	DESCRIPTION	ACTUAL					BUDGETS		% OF CHANGE
		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
DISTRIBUTION - 544									
591-544.000-702.000	WAGES	103,292	88,244	98,409	98,644	76,774	170,836	226,849	32.79%
591-544.000-702.019	WAGES-COVID	0	0	7,826	0	0	0	0	-
591-544.000-703.000	OVERTIME PAY	24,597	13,029	15,161	6,908	5,418	0	0	-
591-544.000-704.000	SICK TIME PAY	0	0	0	297	0	0	0	-
591-544.000-705.000	VACATION TIME PAY	0	0	0	658	0	0	0	-
591-544.000-706.000	PERSONAL TIME PAY	0	0	0	426	0	0	0	-
591-544.000-710.000	HOLIDAY AND OTHER PAY	500	1,000	722	6,584	0	0	0	-
591-544.000-715.000	HEALTH AND LIFE INSURANCE	102	0	0	0	0	35,262	0	-100.00%
591-544.000-716.000	RETIREMENT	0	0	862	4,538	3,773	26,365	48,708	84.74%
591-544.000-720.000	EMPLOYER'S FICA	9,275	7,341	8,984	8,216	5,891	13,069	17,345	32.72%
591-544.000-721.000	DISABILITY INSURANCE	92	0	0	0	0	0	0	-
591-544.000-725.100	MICELLANEOUS FRINGE EXPENSE	70,770	55,712	58,278	47,688	37,290	0	53,472	100.00%
591-544.000-726.800	SUPPLIES - OPERATIONS	6,258	4,675	4,093	6,939	1,000	8,000	8,500	6.25%
591-544.000-730.039	BPU VEHICLE MAINT/SUPPLIES	0	2,210	2,534	3,045	590	2,500	2,800	12.00%
591-544.000-740.000	FUEL AND LUBRICANTS	6,830	4,717	4,841	8,406	5,763	5,500	5,750	4.55%
591-544.000-742.000	CLOTHING / UNIFORMS	2,555	1,898	1,563	3,164	918	3,000	3,500	16.67%
591-544.000-771.000	INVENTORY ADJUSTMENT	5,039	2,761	(2,652)	0	0	0	0	-
591-544.000-801.000	CONTRACTUAL SERVICES	16,872	18,484	34,110	149,627	76,599	276,000	37,500	-86.41%
591-544.000-801.200	COMPUTER	4,362	1,732	0	1,049	0	0	0	-
591-544.000-818.000	INSURANCE	13,725	14,143	15,062	8,109	0	14,947	0	-100.00%
591-544.000-850.000	TELEPHONE	75	0	0	0	0	0	0	-
591-544.000-920.400	UTILITIES - GAS	0	311	0	0	0	0	0	-
591-544.000-920.500	UTILITIES - REFUSE	341	0	0	0	0	0	0	-
591-544.000-930.000	REPAIRS & MAINTENANCE	74,716	104,093	86,577	56,810	54,576	70,000	75,600	8.00%
591-544.000-930.990	REPAIRS & MAINTENANCE - LEAD SERVICES	1,390	5,346	205,025	157,236	51,425	300,000	320,000	6.67%
591-544.000-956.000	TRAINING & SEMINARS	1,668	1,360	50	1,174	1,213	1,500	2,000	33.33%
591-544.000-968.000	DEPRECIATION	121,208	126,803	132,185	137,135	113,945	0	0	-
591-544.000-969.000	INTERDEPARTMENTAL EXPENSE	2,279	2,246	2,699	3,656	2,977	2,500	3,000	20.00%
591-544.000-970.000	CAPITAL OUTLAY	0	0	0	0	1,035	476,750	2,117,000	344.05%
TOTAL DISTRIBUTION APPROPRIATIONS		465,946	456,105	676,329	710,309	439,187	1,406,229	2,922,024	107.79%



WATER - 591 APPROPRIATIONS	DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE
						THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
PURIFICATION - 545									
591-545.000-702.000	WAGES	26,220	45,181	41,499	33,228	25,190	27,740	55,062	98.49%
591-545.000-702.019	WAGES-COVID	0	0	190	0	632	0	0	-
591-545.000-703.000	OVERTIME PAY	5,250	8,176	7,668	7,092	6,291	0	0	-
591-545.000-710.000	HOLIDAY AND OTHER PAY	0	0	0	0	9	0	450	100.00%
591-545.000-715.000	HEALTH AND LIFE INSURANCE	44	0	0	0	0	11,145	0	-100.00%
591-545.000-716.000	RETIREMENT	0	0	531	1,898	1,663	1,942	7,825	302.94%
591-545.000-720.000	EMPLOYER'S FICA	2,217	3,705	3,357	2,698	2,209	2,122	4,212	98.49%
591-545.000-721.000	DISABILITY INSURANCE	82	0	0	0	0	0	0	-
591-545.000-725.100	MISCELLANEOUS FRINGE EXPENSE	19,595	30,288	24,115	21,628	14,462	0	16,263	100.00%
591-545.000-726.000	SUPPLIES	0	761	4,198	0	0	0	0	-
591-545.000-727.100	SUPPLIES - POTASSIUM PERMANGANATE	22,476	3,565	3,565	0	5,442	17,000	20,000	17.65%
591-545.000-727.200	SUPPLIES - SODIUM HYPOCHLORITE	11,865	15,863	34,381	34,508	34,000	25,000	38,000	52.00%
591-545.000-727.300	SUPPLIES - FLOURIDE	3,356	4,084	2,998	3,138	1,298	4,500	4,500	0.00%
591-545.000-727.400	SUPPLIES - PHOSPHATE	16,201	21,052	12,970	13,909	12,254	18,000	18,000	0.00%
591-545.000-801.000	CONTRACTUAL SERVICES	903	2,488	1,797	2,645	688	2,500	2,500	0.00%
591-545.000-801.200	CONTRACTUAL SERVICES - COMPUTER	106	0	0	0	0	0	0	-
591-545.000-818.000	INSURANCE	6,863	6,334	6,254	3,423	0	6,121	0	-100.00%
591-545.000-850.000	TELEPHONE	0	0	92	0	0	0	0	-
591-545.000-920.400	UTILITIES - GAS	3,414	2,363	484	3,996	3,060	3,000	3,000	0.00%
591-545.000-930.000	REPAIRS & MAINTENANCE	10,051	14,874	11,588	15,523	8,710	15,000	16,200	8.00%
591-545.000-968.000	DEPRECIATION	60,926	62,097	77,858	109,865	73,165	0	0	-
591-545.000-969.000	INTERDEPARTMENTAL EXPENSE	85,135	74,607	81,189	63,733	44,504	100,000	80,000	-20.00%
591-545.000-970.000	CAPITAL OUTLAY	0	0	0	0	0	199,000	42,000	-78.89%
	<b>TOTAL PURIFICATION APPROPRIATIONS</b>	<b>274,704</b>	<b>295,438</b>	<b>314,734</b>	<b>317,284</b>	<b>233,577</b>	<b>433,070</b>	<b>308,012</b>	<b>-28.88%</b>
	<b>TOTAL APPROPRIATIONS - FUND 591</b>	<b>1,339,204</b>	<b>1,272,160</b>	<b>1,566,338</b>	<b>1,639,451</b>	<b>1,147,539</b>	<b>2,519,171</b>	<b>4,259,412</b>	<b>69.08%</b>
	<b>NET OF REVENUE / APPROPRIATIONS - FUND 591</b>	<b>425,579</b>	<b>432,116</b>	<b>187,158</b>	<b>308,601</b>	<b>377,035</b>	<b>(301,427)</b>	<b>(1,985,728)</b>	<b>558.78%</b>

## **FYE 2024 Proposed Electric Capital Projects**

### *Distribution Automation and Monitoring - \$50,000*

- This is used to improve the distribution system's technical components.
- The AMI, OMS, fiber loop and SCADA systems provide a data for adjustments, switching, power restoration and billing.
- This helps to improve restoration times, efficiency and accuracy of the electric system.

### *Industrial Substation Construction - \$2,000,000*

- The 46kv to 13.8kv transformer will be replaced to match system voltage, with additional capacity.
- Currently one feeder comes out of this sub – five feeders will be able to be fed after this replacement.
- Will add system redundancy to improve balance, uptime and efficiency.

### *Small Bucket Truck (4x4) - \$275,000*

- This is the most maneuverable truck in our fleet, it is used to service lines in back yards, tight spaces and rough terrain.
- The current truck is 13 years old, and the boom was transferred from the previous truck and is over 20 years old.

### *Power Plant Engine Hydronic System Replacement - \$50,000*

- The hydronic system circulates warm water through engines 5 & 6 to keep them ready to run during cold temperatures.

### *Distribution expansion and upgrade - \$50,000*

- Used to replace trans-closures, line extensions and underground conversions.

### *Backyard Machine - \$100,000*

- This machine will be utilized to replace poles and conductors in backyards, where trucks do not fit.
- It can also be utilized in very wet, muddy, rough terrain where trucks cannot travel.
- Currently poles are carried in by hand and set by hand in these locations.

### *BPU Warehouse Roof - \$33,000*

- The roof on this building is 25+ years old and in need of replacement.
- This is the Electric Departments share of the cost, 50%.

### *Backhoe - \$67,208*

- This will be a shared piece of equipment with Sewer and Water Departments.
- This the Electric Departments share of the cost, 50%.

### ***Total Proposed Electric Capital Project Costs - \$2,625,208***

## FYE 2024 Proposed Sewer Capital Projects

### **WWTP:**

New influent pump 4 of 4	\$34,000.00
Tertiary Building Roof	\$10,000.00
New RAS pump 2 of 2	\$26,000.00
Inline Primary Sludge Grinder Rebuild/Replacement	\$10,000.00
1 of 2 Sludge Rotary Lobe Pumps Rebuild/Replacement	\$10,000.00
Tertiary Pump #1	\$30,000.00
Tertiary Pump #4	\$30,000.00
Aerator Gear Box (1 of 4)	\$10,000.00
Aerator Gear Box (2 of 4)	\$10,000.00
N. Sludge Storage Replacement Pump	\$35,000.00
Inlet building door replacement	\$10,000.00
All new cat walk treads	\$25,000.00
Replace Cl2 equipment	\$14,000.00
Replace SO2 equipment	\$14,000.00

### **Collections:**

Barber lift station (new pumps, controls, piping)	\$170,000.00
New camera installed in van	\$50,000.00
Enclosed trailer for camera	\$10,000.00

Case 580 Super N Extindahoe 50, 25, 25%	\$40,000.00
1/2 pickup	\$20,000.00
Small dump truck 50% X2	\$104,000.00
Warehouse roof	\$16,500.00
New trailer for trench boxes 50%	\$10,000.00
Westwood Project (actual 1.006)	\$940,000.00
CDBG project	\$420,000.00

***Total Sewer Capital Project Costs - \$2,048,500***

## **FYE 2024 Proposed Water Capital Project**

### **PRODUCTION**

Well & HS pump Maintenance	\$47,500.00
Engineering for well standby generator	\$50,000.00

### **DISTRIBUTION**

Westwood project	\$1,925,000.00
CDBG Project	\$250,000.00
20' trailer (trench boxes, etc) 50%	\$10,000.00
1/2 pickup	\$20,000.00
Small dump truck 50% X2	\$104,000.00
Case 580 Super N Extendahoe 50, 25, 25%	\$40,000.00
Replacement water meters/nodes	\$45,000.00
Pull behind compressor	\$48,000.00

### **PURIFICATION**

New effluent mag meter	\$30,000.00
HS VFD	\$12,000.00
Warehouse Roof	\$16,500.00

***Total Water Capital Project Costs – \$2,598,000***

## **FYE 2024 Proposed Technical Services Capital Projects**

### *GPS Software & Trimble GPS - \$13,000*

- Replace software and trimble.
- Software allows us to create accurate maps and GIS projects for the BPU and the City.
- 50% BPU Costs (Electric - 50%, Sewer – 25% & Water – 25%) and 50% City Costs.

### *AMI Gateway Replacement - \$30,000*

- The Gateways are the key component for collecting all utility meter reads. We would like to replace twelve of the Gateways this year.
- 100% BPU Costs (Electric – 50%, Sewer – 25% & Water – 25%) included with another project.

### *Alarm System - \$12,000*

- The Power Plant needs to have the smoke detection updated to better communicate with the current security system.
- 100% BPU Cost (Electric – 100%).

### ***Total Proposed Technical Services Project Costs - \$55,000***

*City – \$6,500*

*Electric - \$30,250*

*Sewer – \$9,125*

*Water - \$9,125*



## Dial-A-Ride

Jason Blake – Director

[jblake@cityofhillsdale.org](mailto:jblake@cityofhillsdale.org)

517-437-6491

### Department Summary

Dial-A-Ride provides “on demand-response” public transportation service to City of Hillsdale residents. They transport a wide variety of people to & from school, work, appointments, shopping facilities, and various other sites located within the City limits. The system does not run regular routes, services are provided upon request between the hours of 7:15 a.m. and 4:15 p.m. Monday through Friday. The bus fleet consists of four (4) buses, with wheelchair lifts, which are purchased with federal and state grant funding. Three (3) of these buses are in use daily and one is used as a standby or back-up bus. On average 115 people ride our buses each day annually. The summer months of June to August, when school is not in session are the slowest months. Adults pay \$3.00 per ride, with children and senior/disabled passengers paying \$1.50 per ride. Dial-A-Ride is funded from federal sources (18%), state sources (34.5849%), fares (13.35%) and a local subsidy from general fund (34.0651%). Funding for capital outlay items comes 100% from federal and state grant sources.

### Department Goals

- Provide safe and efficient transportation for residents of the City.
- Maintain a courteous and professional attitude at all times.

### Department Objectives

- Maintain a well-trained courteous staff.
- Increase operating revenues by 5%.
- Decrease operating costs 5%.

### Budget Summary

1. Personnel costs cover wages and benefits for three full-time drivers and one dispatcher.
2. Operating expenses include everything essential for daily operations (supplies, fuel, parts, etc.), building utilities/maintenance, and administrative services.
3. Contractual services consist of bus repairs not done by the City mechanics and Mobility Management Services provided in partnership with Key Opportunities which is funded by federal and state grants.
4. One bus replacement through Federal and State funding.





DIAL-A-RIDE - 588 REVENUE		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	CHANGE
588-000.000-528.000	FEDERAL GRANT-CARES ACT	0	0	0	6,591	0	0	0	-
588-000.000-529.000	FEDERAL GRANT	71,083	59,532	149,229	111,775	29,271	68,254	74,267	8.81%
588-000.000-529.021	FEDERAL GRANT - 2021 FUNDING	0	0	0	31,114	0	0	0	-
588-000.000-529.100	FEDERAL GRANT - MOBILITY MANAGEMENT	0	28,000	19,773	0	0	0	0	-
588-000.000-538.000	FEDERAL GRANT - CAPITAL	0	76,824	47,246	5,000	0	0	0	-
588-000.000-569.000	STATE GRANT	123,132	121,363	134,164	987	87,080	132,661	142,696	7.56%
588-000.000-569.018	FEDERAL GRANT - MOBILITY MANAGEMENT	0	(10,246)	0	0	0	0	0	-
588-000.000-569.019	STATE GRANT - 2019 SETTLEMENT	0	1,772	(3,183)	(325)	0	0	0	-
588-000.000-569.030	PRIOR YEAR ACTIVITY	0	0	0	(1,583)	0	0	0	-
588-000.000-569.021	STATE GRANT - 2021 REDISTRIBUTION	0	0	0	54,387	0	0	0	-
588-000.000-569.022	STATE OPERATING REVENUE-21-22	0	0	0	98,342	0	0	0	-
588-000.000-569.100	STATE GRANT - MOBILITY MANAGEMENT	0	7,000	4,943	0	0	0	0	-
588-000.000-569.588	STATE GRANT - CAPITAL	(58)	19,206	0	1,250	0	0	0	-
588-000.000-651.000	USE AND ADMISSION FEES	47,216	38,140	34,405	39,899	27,700	45,000	45,000	0.00%
588-000.000-665.000	INTEREST INCOME	0	0	351	1,114	1,655	0	0	-
588-000.000-673.000	SALE OF CITY PROPERTY	11,400	0	5,700	0	0	0	0	-
588-000.000-692.000	OTHER REVENUE	0	0	0	0	3,527	0	0	-
588-000.000-699.101	TRANSFERS IN - GENERAL FUND	89,665	50,000	94,615	0	0	133,274	150,632	13.02%
TOTAL DIAL-A-RIDE REVENUE		342,438	391,591	487,243	348,551	149,233	379,189	412,595	8.81%



DIAL-A-RIDE - 588 APPROPRIATIONS		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		% OF CHANGE
		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
ADMINISTRATIVE SERVICES - 175									
588-175.000-999.101	TRANSFER - GENERAL FUND	61,660	59,573	68,781	48,315	0	65,000	65,000	0.00%
TOTAL ADMINISTRATIVE SERVICES APPROPRIATIONS		61,660	59,573	68,781	48,315	0	65,000	65,000	0.00%
DIAL-A-RIDE - 596									
588-596.000-702.000	WAGES	130,146	137,022	134,595	141,516	109,718	175,725	173,567	-1.23%
588-596.000-703.000	OVERTIME PAY	856	1,786	100	645	169	1,000	1,000	0.00%
588-596.000-704.000	SICK TIME PAY	4,376	4,463	4,962	4,725	0	0	0	-
588-596.000-705.000	VACATION TIME PAY	8,553	10,699	12,042	9,002	445	0	0	-
588-596.000-706.000	PERSONAL TIME PAY	1,638	1,708	2,211	2,182	0	0	1,500	100.00%
588-596.000-707.000	LONGEVITY PAY	2,560	2,560	2,560	2,440	2,200	2,560	2,200	-14.06%
588-596.000-710.000	HOLIDAY AND OTHER PAY	9,718	7,537	7,302	7,789	882	0	0	-
588-596.000-714.000	COMPENSATED ABSENCES	0	0	0	4,280	0	0	0	-
588-596.000-715.000	HEALTH AND LIFE INSURANCE	30,359	36,321	47,579	39,152	25,032	46,564	37,856	-18.70%
588-596.000-716.000	RETIREMENT	3,636	3,694	4,778	8,726	3,496	6,000	24,510	308.50%
588-596.000-717.000	WORKERS' COMPENSATION	3,235	2,198	2,093	2,063	1,457	2,600	2,400	-7.69%
588-596.000-718.000	UNEMPLOYMENT INSURANCE	0	400	0	0	0	0	0	-
588-596.000-720.000	EMPLOYER'S FICA	11,209	10,533	10,438	10,750	7,839	13,715	13,637	-0.57%
588-596.000-721.000	DISABILITY INSURANCE	692	744	783	821	516	835	835	0.00%
588-596.000-725.000	FRINGE BENEFITS - ALLOCATED	2,906	1,944	2,039	2,128	1,311	3,295	2,790	-15.33%
588-596.000-726.000	SUPPLIES	1,320	1,917	2,081	1,466	859	1,500	1,500	0.00%
588-596.000-726.007	SUPPLIES-COVID	0	0	170	962	0	0	0	-
588-596.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	6,807	7,615	3,942	12,636	2,625	5,000	20,000	300.00%
588-596.000-740.000	FUEL AND LUBRICANTS	20,250	14,665	15,767	27,875	17,772	16,000	30,000	87.50%



DIAL-A-RIDE - 588 APPROPRIATIONS	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE	
					THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24		
DIAL-A-RIDE - 596									
588-596.000-742.000	CLOTHING / UNIFORMS	243	0	0	452	0	0	0	-
588-596.000-801.000	CONTRACTUAL SERVICES	47,661	35,636	28,383	15,193	14,444	12,500	12,500	0.00%
588-596.000-818.000	INSURANCE	5,931	18,207	14,201	6,057	3,764	20,000	10,000	-50.00%
588-596.000-850.000	TELEPHONE	1,644	283	189	181	0	300	300	0.00%
588-596.000-905.000	PUBLISHING / NOTICES	80	78	79	100	284	0	0	-
588-596.000-920.000	UTILITIES	4,755	4,956	4,933	5,589	3,892	5,100	6,000	17.65%
588-596.000-930.000	REPAIRS & MAINTENANCE	315	1,358	1,839	862	118	500	1,000	100.00%
588-596.000-940.000	EQUIPMENT RENTAL	761	522	848	596	430	1,000	1,000	0.00%
588-596.000-955.000	MISCELLANEOUS	0	0	277	0	0	0	0	-
588-596.000-955.588	MISC. - CDL LICENSING/TESTING	779	625	676	901	247	500	5,000	900.00%
588-596.000-956.000	TRAINING & SEMINARS	0	67	0	0	0	0	0	-
588-596.000-968.000	DEPRECIATION	57,531	46,894	46,894	53,753	0	0	0	-
TOTAL DIAL-A-RIDE APPROPRIATIONS		357,961	354,432	351,761	362,842	197,500	314,694	347,595	10.45%
TOTAL APPROPRIATIONS - FUND 588		419,621	414,005	420,542	411,157	197,500	379,694	412,595	8.67%
<b>NET OF REVENUE / APPROPRIATIONS - FUND 588</b>		<b>(77,183)</b>	<b>(22,414)</b>	<b>66,701</b>	<b>(62,606)</b>	<b>(48,267)</b>	<b>(505)</b>	<b>0</b>	<b>-100.00%</b>



## Revolving Mobile Equipment Fund

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### Department Summary

The Revolving Mobile Equipment Fund (RMEF) consists of (1) full-time mechanic that is responsible for the maintenance and repair of more than 130 city owned vehicles and pieces of equipment from Public Services, BPU, and Dial-A-Ride. In addition, this fund allocates money used for purchase of vehicles/ equipment used by the Public Services Department including tools and equipment needed to maintain these vehicles, purchase of fuel used by these vehicles, maintenance of the repair facility, as well as funds for the labor costs of our mechanic. This department is self-supporting in that it generates its revenues from rent charged through the use of any equipment, interest and the sale of used vehicles/ equipment.

### Department Goals

- Keep City owned vehicles and equipment in a functional and presentable condition that best represents the City of Hillsdale by repairing, maintaining, and replacing these vehicles or equipment when needed.
- Seek grant opportunities to offset the cost of replacing our aged fleet.

### Department Objectives

- Make repairs on DPS vehicles and equipment to maximize reliability, safety, and usable life.
- Replace aged/worn equipment before maintenance costs become unjustified.

### Budget Summary

1. Personnel consist of one (1) full-time mechanic totaling 1650 personnel hours.
2. Operating expenses are supplies, equipment rental, and general maintenance activities.
3. Contractual Services includes various types of repairs, recycling of waste oil, antifreeze and tires, parts cleaner service, uniforms, and computer software (Fleet Management) maintenance and upgrades.
4. The Capital Equipment requests for RMEF are as follows: Purchase one 4wd 2500 series Pickup Truck. This trucks will be a shared work truck from to be utilized in Right-of-Way permit inspections, Paser Ratings, Installing traffic counters and for hauling trailers for street maintenance operations.



REVOLVING MOBILE EQUIPMENT FUND - 640 REVENUE		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE
						THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
640-000.000-529.000	FEDERAL GRANT	107,006	0	0	0	0	0	0	-
640-000.000-569.600	STATE FUNDS - DISASTER REIMBURSEMENT	0	0	0	5,828	0	0	0	-
640-000.000-665.000	INTEREST	1,869	7,083	1,910	744	1,387	0	0	-
640-000.000-667.000	RENTS	228,688	177,830	198,625	242,623	139,019	215,000	400,000	86.05%
640-000.000-667.001	RENTS - REPLACEMENT COST	0	0	0	0	43,689	171,046	232,592	35.98%
640-000.000-667.301	RENTS - POLICE VEHICLES	65,302	62,188	66,151	0	0	0	0	-
640-000.000-673.000	SALE OF CITY PROPERTY	11,153	0	(1,325)	4,050	3,585	0	0	-
640-000.000-692.000	OTHER REVENUE	16,595	12,018	36,620	12,511	814	0	0	-
640-000.000-692.039	OTHER REVENUE - BPU	3,234	7,742	9,144	10,205	2,274	0	0	-
640-000.000-699.101	TRANSFERS IN - GENERAL FUND	0	0	40,000	0	0	0	0	-
640-000.000-699.401	TRANSFERS IN - CAPITAL IMPROVEMENT	362,500	0	0	0	0	0	0	-
TOTAL REVOLVING MOBILE EQUIPMENT FUND REVENUE		796,347	266,861	351,125	275,961	190,768	386,046	632,592	63.86%



REVOLVING MOBILE EQUIPMENT FUND - 640 APPROPRIATIONS		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE
						THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
MOBILE EQUIPMENT MAINTENANCE - 443									
640-443.000-702.000	WAGES	51,141	51,985	38,935	38,374	38,650	35,684	57,845	62.10%
640-443.000-702.019	WAGES-COVID	0	0	8,259	0	0	0	0	-
640-443.000-703.000	OVERTIME PAY	0	174	31	446	0	500	500	0.00%
640-443.000-704.000	SICK TIME PAY	1,923	1,789	1,858	941	0	1,050	0	-100.00%
640-443.000-705.000	VACATION TIME PAY	4,421	5,338	6,298	2,390	0	3,541	0	-100.00%
640-443.000-706.000	PERSONAL TIME PAY	926	999	1,043	531	0	531	0	-100.00%
640-443.000-707.000	LONGEVITY PAY	1,700	1,700	0	600	1,200	600	0	-100.00%
640-443.000-710.000	HOLIDAY AND OTHER PAY	3,405	3,745	3,395	2,066	0	2,036	0	-100.00%
640-443.000-714.000	COMPENSATED ABSENCES	0	0	0	(1,058)	0	0	0	-
640-443.000-715.000	HEALTH AND LIFE INSURANCE	23,499	24,522	18,782	5,814	5,546	6,784	19,075	181.18%
640-443.000-716.000	RETIREMENT	3,837	3,843	4,555	7,058	8,414	6,159	4,049	-34.26%
640-443.000-717.000	WORKERS' COMPENSATION	1,866	1,730	1,232	1,250	326	1,250	350	-72.00%
640-443.000-718.000	UNEMPLOYMENT INSURANCE	0	200	0	0	0	0	0	-
640-443.000-720.000	EMPLOYER'S FICA	4,477	4,495	4,069	3,181	2,618	2,768	4,425	59.86%
640-443.000-721.000	DISABILITY INSURANCE	437	432	399	236	158	240	250	4.17%
640-443.000-726.000	SUPPLIES	6,030	2,253	2,496	2,533	2,783	4,500	4,500	0.00%
640-443.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	41,936	46,046	31,884	49,268	16,983	40,000	40,000	0.00%
640-443.000-730.039	BPU VEHICLE MAINT/SUPPLIES	0	0	0	0	361	0	0	-
640-443.000-730.301	POLICE VEH/EQUP MAINT SUPPLIES	29	54	65	0	0	0	0	-
640-443.000-740.000	FUEL AND LUBRICANTS	35,382	20,697	23,557	41,486	26,702	32,000	32,000	0.00%
640-443.000-740.301	FUEL AND LUBRICANTS-POLICE	21,509	17,112	18,981	0	0	0	0	-
640-443.000-742.000	CLOTHING / UNIFORMS	681	689	673	334	236	750	750	0.00%
640-443.000-801.000	CONTRACTUAL SERVICES	11,319	40,597	18,077	9,303	13,769	22,075	29,652	34.32%
640-443.000-801.301	POLICE VEHICLE REPAIR	25,426	8,707	20,523	(295)	0	0	0	-
640-443.000-818.000	INSURANCE	33,855	35,557	40,395	30,063	15,105	40,000	15,300	-61.75%



REVOLVING MOBILE EQUIPMENT FUND - 640		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGETS		
APPROPRIATIONS		2018-19	2019-20	2020-21	2021-22	THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	% OF CHANGE
MOBILE EQUIPMENT MAINTENANCE - 444									
640-443.000-818.301	INSURANCE-POLICE	9,856	7,697	4,016	0	0	0	0	-
640-443.000-850.000	POLICE VEHICLE REPAIR	0	141	95	91	0	0	0	-
640-443.000-920.000	UTILITIES	6,035	5,207	5,268	6,106	6,577	6,500	6,300	-3.08%
640-443.000-940.000	EQUIPMENT RENTAL	301	59	182	178	154	250	250	0.00%
640-443.000-955.441	MISCELLANEOUS - SHOE ALLOWANCE	368	250	720	250	0	0	250	100.00%
640-443.000-955.588	MISC. - CDL LICENSING/TESTING	235	118	100	0	0	7,500	5,000	-33.33%
640-443.000-956.000	TRAINING & SEMINARS	0	0	0	0	0	750	750	0.00%
640-443.000-968.000	DEPRECIATION	57,694	104,792	86,642	105,746	0	87,000	87,000	0.00%
640-443.000-981.000	CAPITAL OUTLAY-VEHICLES	0	0	0	0	23,222	0	273,846	100.00%
640-443.000-983.000	CAPITAL OUTLAY-SMALL EQUIP	4,478	1,827	14	0	0	0	0	-
TOTAL MOBILE EQUIPMENT MAINTENANCE APPROPRIATIONS		352,766	392,755	342,544	306,892	162,804	302,468	582,092	92.45%
TOTAL APPROPRIATIONS - FUND 640		352,766	392,755	342,544	306,892	162,804	302,468	582,092	92.45%
<b>NET OF REVENUE / APPROPRIATIONS - FUND 640</b>		<b>443,581</b>	<b>(125,894)</b>	<b>8,581</b>	<b>(30,931)</b>	<b>27,964</b>	<b>83,578</b>	<b>50,500</b>	<b>-39.58%</b>



FIRE VEHICLE & EQUIPMENT - 663 REVENUE		ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	ACTUAL	BUDGETS		% OF CHANGE
						THRU 2/28/2023	CURRENT 2022-23	PROPOSED 2023-24	
663-000.000-402.150	CURRENT TAXES - FIRE CAPITAL	0	127,375	129,445	133,304	132,569	141,531	147,000	3.86%
663-000.000-404.000	SPECIAL ACTS	0	1,365	1,501	1,587	0	2,540	2,822	11.10%
663-000.000-411.000	DELINQUENT TAXES	0	0	0	285	75	0	0	-
663-000.000-505.000	FEDERAL GRANTS	0	0	0	140,000	0	0	0	-
663-000.000-573.000	LOCAL COMMUNITY STABILIZATION REVENUE	0	0	6,712	5,934	6,772	0	6,500	100.00%
663-000.000-632.000	FIRE CALLS - STRUCTURE FIRES	3,000	0	0	0	0	0	0	-
663-000.000-665.000	INTEREST	0	0	926	1,738	3,846	0	4,000	100.00%
663-000.000-669.000	CHANGE IN INVESTMENTS	0	0	(162)	(3,913)	(1,270)	0	0	-
663-000.000-673.000	SALE OF CITY PROPERTY	8,300	0	0	0	0	0	0	-
663-000.000-687.000	CONTRIBUTIONS IN LIEU OF TAX	0	0	0	1,931	0	0	0	-
663-000.000-687.300	OTHER REFUNDS	0	1,800	576	11,005	2,119	0	0	-
TOTAL FIRE VEHICLE & EQUIPMENT REVENUE		11,300	130,540	138,998	291,871	144,111	144,071	160,322	11.28%

**FIRE VEHICLE & EQUIPMENT - 663  
APPROPRIATIONS**

FIRE DEPARTMENT - 336

663-336.000-960.000	BANK FEES	0	0	0	82	65	0	0	-
663-336.000-970.000	CAPITAL OUTLAY	0	45,362	0	176,953	43,752	45,000	120,500	167.78%
663-336.000-983.000	CAPITAL OUTLAY - SMALL EQUIPMENT	0	0	1,333	23,315	0	0	0	-
TOTAL FIRE DEPARTMENT APPROPRIATIONS		0	45,362	1,333	200,350	43,817	45,000	120,500	167.78%
TOTAL APPROPRIATIONS - FUND 663		0	45,362	1,333	200,350	43,817	45,000	120,500	167.78%
<b>TOTAL NET OF REVENUE / APPROPRIATIONS - FUND 663</b>		<b>11,300</b>	<b>85,178</b>	<b>137,665</b>	<b>91,521</b>	<b>100,294</b>	<b>99,071</b>	<b>39,822</b>	<b>-59.80%</b>