

City of Parchment, Michigan

650 South Riverview Drive



PROPOSED FY 2018-19 Budget

Submitted by:

Nancy Stoddard, City Manager

Shannon Stutz, City Treasurer

Budgeted Fund Revenue

City of Parchment
2018-19 Budget for Commission

4/11/2018

	Prior Year Actual	Current Year Budget	Proposed FY 2018-19
General Fund 101			
Taxes/Fees	\$769,777.00	\$733,436.00	\$731,200.00
State Sales Tax	163,159.00	173,480.00	184,000.00
Solid Waste Collections	104,832.00	114,000.00	114,000.00
Reimbursement for Overhead	197,081.00	200,000.00	230,000.00
State Grants	51,449.00	145,025.00	53,000.00
Miscellaneous	33,987.00	29,400.00	26,600.00
Total	\$1,320,285.00	\$1,395,341.00	\$1,338,800.00

Major Street Fund 202			
State Grants	\$55,949.00	\$122,480.00	\$140,000.00
Transfer from Other Funds	250,787.00	75,000.00	125,000.00
Total	\$306,736.00	\$197,480.00	\$265,000.00

Local Street Fund 203			
State Grants/Interest	\$29,306.00	\$51,000.00	\$51,000.00
Transfer from Other Fund	25,000.00	20,000.00	20,000.00
Total	\$54,306.00	\$71,000.00	\$71,000.00

Brownfield Redevelopment 251			
Taxes	\$53,177.00	\$53,130.00	\$55,850.00
Transfer from General Fund	0.0	5,016.00	2,300.00
Total	\$53,177.00	\$58,146.00	\$58,150.00

Sewer Fund 590			
Charges and Penalties	\$313,535.00	\$315,000.00	\$367,800.00
Interest/Special Assessments	1,725.00	1,800.00	1,800.00
Total	\$315,260.00	\$316,800.00	\$369,600.00

Water Fund 591			
Charges and Penalties	\$381,254.00	\$399,400.00	\$461,900.00
Interest/Hydrant Rental	6,401.00	6,490.00	6,540.00
Total	\$387,655.00	\$405,890.00	\$468,440.00

GRAND TOTAL REVENUE	\$2,437,419.00	\$2,444,657.00	\$2,570,990.00
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GENERAL FUND FY 2018-19

Total General Fund Revenues: \$1,338,800

Total General Fund Expenditures: \$1,336,795

Increase in Fund Balance from the Previous Year: \$2,005

Noteworthy Items:

1. 3% increase in employee wages
2. New windows in Fire garage
3. Legal expenses increase due to mill property
4. Part time DPW employee assistance included

General Fund Expenses

4/11/2018

City of Parchment

2018-19 Budget for Commission

	Prior Year Actual	Current Year Budget	Proposed FY 2018-19
Dept 100 - Legislative			
Payroll/Fringes	\$15,489.00	\$17,770.00	\$8,200.00
Contracted Services	36,477.00	10,000.00	10,000.00
Memberships/Training/Dues	2,477.00	5,130.00	1,500.00
Community Promotion/Wassailing	3,029.00	3,000.00	3,000.00
Printing/Publishing	5,083.00	4,000.00	2,000.00
Transfer to other fund	-	5,016.00	2,300.00
Miscellaneous	2,676.00	2,000.00	1,000.00
Total	\$65,231.00	\$46,916.00	\$28,000.00

Dept 200 - Administration			
Payroll/Fringes	\$250,601.00	\$221,725.00	\$247,400.00
Contracted Services	21,312.00	8,000.00	8,000.00
Memberships/Training/Dues	2,941.00	5,800.00	5,200.00
Communications	6,871.00	7,000.00	7,000.00
Printing/Publishing	3,561.00	2,500.00	2,500.00
Capital	7,127.00	-	-
Miscellaneous	23,848.00	25,500.00	28,600.00
Total	\$316,261.00	\$270,525.00	\$298,700.00

Dept 210 - Legal Services			
Attorney - general and police	\$29,052.00	\$25,000.00	\$42,000.00
Total	\$29,052.00	\$25,000.00	\$42,000.00

Dept 300 - Police			
Payroll/Fringes	\$29,250.00	\$20,200.00	\$29,710.00
Contracted Services	287,036.00	323,650.00	304,000.00
Total	\$316,286.00	\$343,850.00	\$333,710.00

Dept 336 - Fire			
Payroll/Fringes	\$33,802.00	\$48,575.00	\$48,600.00
Contracted Services	12,830.00	17,400.00	20,400.00
Memberships/Training/Dues	3,010.00	5,700.00	5,700.00
Communications	2,148.00	3,575.00	3,600.00
Operating/repair & maintenance	4,924.00	8,100.00	8,100.00
Capital	-	-	18,000.00
Insurance/utilities/hydrant rental	21,039.00	22,440.00	22,440.00
Total	\$77,753.00	\$105,790.00	\$126,840.00

General Fund Expenses

4/11/2018

City of Parchment

2018-19 Budget for Commission

	Prior Year Actual	Current Year Budget	Proposed FY 2018-19
Dept 440 - Public Works			
Payroll/Fringes	\$125,381.00	\$151,425.00	\$167,000.00
Contracted Services	\$12,930.00	\$35,375.00	11,400.00
Operating/repair & maintenance	\$7,816.00	\$13,200.00	12,500.00
Communications	\$1,497.00	\$1,395.00	920.00
Community Promotion/training	\$150.00	\$800.00	800.00
Rubbish Collection Charges	\$101,993.00	\$95,000.00	98,000.00
Capital	\$0.00	\$30,000.00	-
Utilities/Street Lighting	\$34,323.00	\$34,000.00	36,000.00
Debt Retirement/interest expense	\$18,962.00	\$18,964.00	18,900.00
Miscellaneous	\$8,715.00	\$8,400.00	8,250.00
Total	\$311,767.00	\$388,559.00	\$353,770.00
Dept 751 - Parks, Recreation & Culture			
Payroll/Fringes	\$71,298.00	\$92,543.00	\$109,650.00
Contracted Services	\$12,818.00	\$13,175.00	\$15,300.00
Operating/repair & maintenance	\$8,165.00	\$10,650.00	\$11,075.00
Capital	\$1,836.00	\$12,500.00	5,000.00
Utilities/Street Lighting	\$19,964.00	\$5,600.00	6,550.00
Miscellaneous	\$6,018.00	\$6,020.00	6,200.00
Total	\$120,099.00	\$140,488.00	\$153,775.00
TOTAL GENERAL FUND			
	\$1,236,449.00	\$1,321,128.00	\$1,336,795.00

MAJOR STREETS FUND FY 2018-19

Total Major Streets Revenues: \$265,000

Total Major Streets Expenditures: \$100,345

Increase in Fund Balance from the Previous Year: \$164,655

Noteworthy Items:

1. 3% increase in employee wages
2. Regular maintenance, snow removal, sidewalk repair
3. Adhering to deficit elimination plan.

Major Streets Fund Expenses

4/11/2018

City of Parchment

2018-19 Budget for Commission

	Prior Year Actual	Current Year Budget	Proposed FY 2018-19
Dept 463 - Routine Maintenance			
Payroll/Fringes	\$7,593.00	\$9,410.00	\$9,900.00
Contracted Services	9,745.00	2,000.00	2,000.00
Miscellaneous	1,563.00	2,450.00	2,450.00
Total	\$18,901.00	\$13,860.00	\$14,350.00
Dept 475 - Traffic Services			
Payroll/Fringes	\$7,277.00	\$8,962.00	\$9,420.00
Repair/Maintenance/Gas&Oil	12,994.00	14,640.00	14,650.00
Total	\$20,271.00	\$23,602.00	\$24,070.00
Dept 478 - Winter Maintenance			
Payroll/Fringes	\$9,749.00	\$11,620.00	\$12,175.00
Gas&Oil/Salt	\$7,285.00	\$10,400.00	\$10,400.00
Total	\$17,034.00	\$22,020.00	\$22,575.00
Dept 482 - Administration			
Payroll/Fringes	\$922.00	\$2,143.00	\$2,350.00
Overhead	\$22,500.00	\$18,000.00	\$17,000.00
Transfer to other fund	25,000.00	20,000.00	20,000.00
Total	\$48,422.00	\$40,143.00	\$39,350.00
TOTAL MAJOR STREETS FUND	\$104,628.00	\$99,625.00	\$100,345.00

LOCAL STREETS FUND FY 2018-19

Total Local Streets Revenues: \$71,000

Total Local Streets Expenditures: \$69,970

Increase in Fund Balance from the Previous Year: \$1,030

Noteworthy Items:

1. 3% increase in employee wages
2. Regular maintenance, snow removal, sidewalk repair

Local Streets Fund Expenses

4/11/2018

City of Parchment

2018-19 Budget for Commission

	Prior Year Actual	Current Year Budget	Proposed FY 2018-19
Dept 463 - Routine Maintenance			
Payroll/Fringes	\$6,248.00	\$9,373.00	\$9,900.00
Contracted Services	4,866.00	1,000.00	1,000.00
Miscellaneous	1,219.00	3,250.00	3,250.00
Total	\$12,333.00	\$13,623.00	\$14,150.00
Dept 475 - Traffic Services			
Payroll/Fringes	\$2,922.00	\$8,831.00	\$9,350.00
Repair/Maintenance/Gas&Oil	1,345.00	5,450.00	5,450.00
Total	\$4,267.00	\$14,281.00	\$14,800.00
Dept 478 - Winter Maintenance			
Payroll/Fringes	\$15,240.00	\$11,619.00	\$12,300.00
Gas&Oil/Salt	\$7,285.00	\$10,400.00	\$10,400.00
Total	\$22,525.00	\$22,019.00	\$22,700.00
Dept 482 - Administration			
Payroll/Fringes	\$922.00	\$2,141.00	\$2,320.00
Overhead	5,800.00	16,000.00	16,000.00
Total	\$6,722.00	\$18,141.00	\$18,320.00
TOTAL LOCAL STREETS FUND	\$45,847.00	\$68,064.00	\$69,970.00

SEWER FUND FY 2018-19

Total Sewer Revenues: \$369,600

Total Sewer Streets Expenditures: \$369,050

Decrease in Fund Balance from the Previous Year: \$550

Noteworthy Items:

1. Based on current usage, increase in RTS charges
2. 3% increase in employee wages
3. Includes half of cost of SAW grant work by Prein & Newhof

Sewer Fund Expenses

4/11/2018

City of Parchment

2018-19 Budget for Commission

	Prior Year Actual	Current Year Budget	Proposed FY 2018-19
Dept 000			
Payroll/Fringes	\$77,334.00	\$90,772.00	\$84,200.00
Contracted Services	29,774.00	32,200.00	47,000.00
Sewer Treatment Charges	82,795.00	85,000.00	85,000.00
Admin Overhead/Depreciation	110,639.00	95,037.00	110,000.00
Insurance & Bonds	9,786.00	9,800.00	10,000.00
Transfer to other fund	51,889.00	25,000.00	25,000.00
Capital	-	-	-
Miscellaneous	5,653.00	7,775.00	7,850.00
Total	\$367,870.00	\$345,584.00	\$369,050.00
TOTAL SEWER FUND	\$367,870.00	\$345,584.00	\$369,050.00

WATER FUND FY 2018-19

Total Water Revenues: \$468,440

Total Water Expenditures: \$432,650

Increase in Fund Balance from the Previous Year: \$35,790

Noteworthy Items:

1. Based on current usage, increase in RTS charges
2. 3% increase in employee wages
3. Includes half of cost of SAW grant work by Prein & Newhof

Water Fund Expenses

4/11/2018

City of Parchment

2018-19 Budget for Commission

	Prior Year Actual	Current Year Budget	Proposed FY 2018-19
Dept 000			
Payroll/Fringes	\$84,289.00	\$90,466.00	\$83,900.00
Contracted Services	58,783.00	38,210.00	55,700.00
Admin Overhead/Depreciation	140,516.00	113,278.00	128,300.00
Utilities	58,793.00	64,000.00	64,000.00
Transfer to other Fund	198,898.00	50,000.00	50,000.00
Capital	-	-	-
Miscellaneous	38,725.00	49,000.00	50,750.00
Total	\$580,004.00	\$404,954.00	\$432,650.00
TOTAL WATER FUND	\$580,004.00	\$404,954.00	\$432,650.00

Brownfield Fund Expenses

4/11/2018

City of Parchment

2018-19 Budget for Commission

	Prior Year Actual	Current Year Budget	Proposed FY 2018-19
Dept 000			
Administrative overhead	\$13,261.00	\$0.00	\$0.00
Debt Retirement/Principal & Interest	\$58,146.00	\$58,146.00	\$58,150.00
Transfer to other fund	\$0.00	\$0.00	\$0.00
Total	\$71,407.00	\$58,146.00	\$58,150.00
TOTAL BROWNFIELD	\$71,407.00	\$58,146.00	\$58,150.00

Kindleberger Festival

4/11/2018

City of Parchment 2018-19 Budget for Commission

	Prior Year Actual	Prior Year Budget	Proposed FY 2018-19
Revenue			
Arts/crafts	\$2,080.00	\$1,500.00	\$1,400.00
Race/walk fees	\$0.00	\$300.00	\$550.00
Membership drive	\$150.00	\$3,000.00	\$2,915.00
Concessions/Spec event	\$0.00	\$1,000.00	\$1,200.00
Corporate Sponsorships	\$1,000.00	\$18,000.00	\$10,500.00
Program Advertising	\$100.00	\$1,425.00	\$0.00
Car Show Proceeds	1,098.00	700.00	1,000.00
Misc	2,416.00	6,084.00	2,600.00
Gilmore Grant	30,000.00	35,950.00	32,000.00
Total	\$36,844.00	\$67,959.00	\$52,165.00
TOTAL	\$36,844.00	\$67,959.00	\$52,165.00

	Prior Year Actual	Prior Year Budget	Proposed FY 2017-18
Expenses			
Performance Expense	\$18,402.00	\$18,850.00	\$18,500.00
Arts/crafts	\$136.00	\$300.00	\$600.00
Children's area	\$1,249.00	\$1,100.00	\$1,800.00
Street Dance/Spec Event	\$1,065.00	\$1,100.00	\$3,000.00
Youth Events/movie night	\$1,856.00	\$1,000.00	\$0.00
Festival Admin	11,901.00	7,800.00	8,115.00
Stage Entertainment/con	13,050.00	14,000.00	13,000.00
Car Show expenses	1,296.00	1,150.00	850.00
Publicity	7,407.00	9,175.00	6,300.00
Total	\$57,440.00	\$56,975.00	\$52,165.00
TOTAL	\$57,440.00	\$56,975.00	\$52,165.00

TOTAL	(20,596.00)	10,984.00	-
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