

City of Parchment, Michigan

650 South Riverview Drive



Proposed FY 2022-23 Budget

Submitted by:

Nancy Stoddard, City Manager

Shannon Stutz, City Treasurer

Budgeted Fund Revenue

City of Parchment
2022-23 Budget for Commission

4/27/2022

	Prior Year Actual	Current Year Budget	Proposed FY 2022-23
General Fund 101			
Taxes/Fees	\$756,263.00	\$783,200.00	\$834,900.00
State Sales Tax	210,637.00	200,000.00	202,000.00
Solid Waste Collections	136,038.00	120,400.00	136,000.00
Reimbursement for Overhead	141,000.00	143,100.00	210,000.00
State Grants	140,729.00	130,000.00	140,000.00
Other Financing Sources	146,114.00	177,400.00	-
Miscellaneous	78,567.00	28,000.00	34,900.00
Total	\$1,609,348.00	\$1,582,100.00	\$1,557,800.00
Major Street Fund 202			
State Grants/interest	\$162,190.00	\$163,900.00	\$178,200.00
Transfer from Other Funds/other	0.00	0.00	0.00
Total	\$162,190.00	\$163,900.00	\$178,200.00
Local Street Fund 203			
State Grants/Interest	\$66,490.00	\$66,900.00	\$73,300.00
Transfer from Other Fund	-	-	-
Total	\$66,490.00	\$66,900.00	\$73,300.00
Brownfield Redevelopment 251			
Taxes/interest	\$54,499.00	\$158,717.00	\$299,300.00
Transfer from General Fund	0.00	0.00	0.00
Total	\$54,499.00	\$158,717.00	\$299,300.00
Stimulus Grant Fund 285			
Federal Funding	\$0.00	\$0.00	\$96,052.00
Transfer to other funds	0.00	0.00	0.00
Total	\$0.00	\$0.00	\$96,052.00
Veterans Memorial Fund 401			
Contributions/interest	\$768.00		\$5,000.00
Miscellaneous			-
Total	\$768.00	\$0.00	\$5,000.00
Sewer Fund 590			
Charges and Penalties	\$58,728.00	\$270,000.00	\$148,000.00
Interest/Special Assessments	2,583.00	1,800.00	1,900.00
Total	\$61,311.00	\$271,800.00	\$149,900.00
GRAND TOTAL REVENUE	\$1,954,606.00	\$2,243,417.00	\$2,359,552.00

GENERAL FUND FY 2022-23

Total General Fund Revenues: \$1,557,800

Total General Fund Expenditures: \$1,557,094

Change in Fund Balance from the Previous Year: \$706

Projected FYE 6/30/23 Fund Balance: \$514,309

Noteworthy Items:

1. 3% COLA increase, same increase in all other expenses
2. New DPW employee included, expenses spread over General, Major and Local Streets Funds
3. Includes \$7,000 for City Hall bldg. repairs
4. Includes \$10,000 dead tree removal in park
5. Does not include Water Plant grant revenue or expense (in and out)
6. Includes \$15,000 Fire capital purchases (breathing cylinders)

General Fund Expenses

4/27/2022

City of Parchment

2022-23 Budget for Commission

	Prior Year Actual	Current Year Budget	Proposed FY 2022-23
Dept 100 - Legislative			
Payroll/Fringes	\$8,909.00	\$8,765.00	\$9,300.00
Contracted Services	20,583.00	20,700.00	12,000.00
Memberships/Training/Dues	1,909.00	1,500.00	1,500.00
Community Promotion/Wassailing	715.00	3,000.00	3,000.00
Printing/Publishing	4,851.00	5,000.00	5,000.00
Capital/Property Development	3,306.00	3,300.00	-
Transfer to other fund	-	25,000.00	-
Miscellaneous	11,493.00	1,000.00	1,000.00
Total	\$51,766.00	\$68,265.00	\$31,800.00
Dept 200 - Administration			
Payroll/Fringes	\$270,533.00	\$289,900.00	\$286,400.00
Contracted Services	28,779.00	43,400.00	17,950.00
Memberships/Training/Dues	1,944.00	5,500.00	2,500.00
Communications	9,002.00	7,300.00	7,300.00
Printing/Publishing	1,753.00	2,700.00	2,000.00
Capital	8,766.00	20,000.00	7,000.00
Miscellaneous	21,476.00	20,700.00	23,500.00
Total	\$342,253.00	\$389,500.00	\$346,650.00
Dept 210 - Legal Services			
Attorney - general and police	\$20,680.00	\$25,000.00	\$25,800.00
Total	\$20,680.00	\$25,000.00	\$25,800.00
Dept 300 - Police			
Payroll/Fringes	\$21,811.00	\$10,200.00	\$7,500.00
Contracted Services	356,316.00	358,800.00	440,214.00
Total	\$378,127.00	\$369,000.00	\$447,714.00
Dept 336 - Fire			
Payroll/Fringes	\$0.00	\$0.00	\$0.00
Contracted Services	68,125.00	78,600.00	80,000.00
Memberships/Training/Dues	1,400.00	-	-
Communications	2,519.00	4,400.00	4,200.00
Operating/repair & maintenance	4,655.00	7,200.00	7,200.00
Capital	37,173.00	20,300.00	15,000.00
Insurance/utilities	16,644.00	12,100.00	16,700.00
Total	\$130,516.00	\$122,600.00	\$123,100.00

General Fund Expenses

4/27/2022

City of Parchment

2022-23 Budget for Commission

Prior Year Actual	Current Year Budget	Proposed FY 2022-23
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Dept 440 - Public Works

Payroll/Fringes	\$154,618.00	\$156,700.00	\$201,280.00
Contracted Services	\$14,839.00	\$12,000.00	12,800.00
Operating/repair & maintenance	\$13,021.00	\$15,300.00	15,600.00
Communications	\$1,329.00	\$900.00	1,000.00
Community Promotion/training	\$285.00	\$800.00	800.00
Rubbish Collection Charges	\$96,004.00	\$111,700.00	118,400.00
Capital	\$0.00	\$0.00	
Utilities/Street Lighting	\$39,815.00	\$38,100.00	37,700.00
Debt Retirement/interest expense	\$7,901.00	\$0.00	-
Miscellaneous	\$8,181.00	\$25,500.00	11,900.00
Total	\$335,993.00	\$361,000.00	\$399,480.00

Dept 751 - Parks, Recreation & Culture

Payroll/Fringes	\$84,445.00	\$100,200.00	\$116,950.00
Contracted Services	\$21,824.00	\$28,400.00	\$29,200.00
Operating/repair & maintenance	\$11,429.00	\$19,200.00	\$16,200.00
Capital	\$4,000.00	\$10,200.00	6,000.00
Utilities/Street Lighting	\$6,255.00	\$6,900.00	7,100.00
Insurance	\$6,700.00	\$6,500.00	7,100.00
Total	\$134,653.00	\$171,400.00	\$182,550.00

TOTAL GENERAL FUND	\$1,393,988.00	\$1,506,765.00	\$1,557,094.00
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MAJOR STREETS FUND FY 2022-23

Total Major Streets Revenues: \$178,200

Total Major Streets Expenditures: \$234,320

Change in Fund Balance from the Previous Year: (\$56,120)

Projected FYE 6/30/23 Fund Balance: \$84,731

Noteworthy Items:

1. 3% increase in overall expenses
2. Regular maintenance, snow removal, \$7500 sidewalk repair
3. Includes \$120,000 for paving Parchmount

Major Streets Fund Expenses

4/27/2022

City of Parchment
2022-23 Budget for Commission

	Prior Year Actual	Current Year Budget	Proposed FY 2022-23
Dept 451 - Construction			
Contracted Services	18,999.00	-	120,000.00
Capital	10,479.00	3,000.00	
Total	\$29,478.00	\$3,000.00	\$120,000.00
Dept 463 - Routine Maintenance			
Payroll/Fringes	\$8,803.00	\$13,750.00	\$17,860.00
Contracted Services	11,583.00	7,500.00	8,000.00
Miscellaneous	1,554.00	2,500.00	2,600.00
Total	\$21,940.00	\$23,750.00	\$28,460.00
Dept 475 - Traffic Services			
Payroll/Fringes	\$8,139.00	\$13,075.00	\$16,990.00
Repair/Maintenance/Gas&Oil	18,014.00	15,300.00	16,100.00
Total	\$26,153.00	\$28,375.00	\$33,090.00
Dept 478 - Winter Maintenance			
Payroll/Fringes	\$10,908.00	\$16,100.00	\$20,350.00
Gas&Oil/Salt	\$7,041.00	\$10,900.00	\$10,000.00
Total	\$17,949.00	\$27,000.00	\$30,350.00
Dept 482 - Administration			
Payroll/Fringes	\$2,261.00	\$2,400.00	\$2,420.00
Overhead	\$17,000.00	\$17,300.00	\$20,000.00
Miscellaneous	14,595.00	-	-
Total	\$33,856.00	\$19,700.00	\$22,420.00
TOTAL MAJOR STREETS FUND	\$129,376.00	\$101,825.00	\$234,320.00

LOCAL STREETS FUND FY 2022-23

Total Local Streets Revenues: \$73,300

Total Local Streets Expenditures: \$106,225

Change in Fund Balance from the Previous Year: (\$32,925)

Projected FYE 6/30/23 Fund Balance: \$112,909

Noteworthy Items:

1. 3% increase in overall expenses
2. Regular maintenance, snow removal, sidewalk repair
3. No transfers from other funds

Local Streets Fund Expenses

4/27/2022

City of Parchment 2022-23 Budget for Commission

	Prior Year Actual	Current Year Budget	Proposed FY 2022-23
Dept 451 - Construction			
Contracted Services	-	-	-
Capital	10,479.00	54,000.00	-
Total	\$10,479.00	\$54,000.00	\$0.00
Dept 463 - Routine Maintenance			
Payroll/Fringes	\$8,797.00	\$15,900.00	\$20,800.00
Contracted Services	1,850.00	5,100.00	5,400.00
Miscellaneous	1,887.00	3,500.00	3,700.00
Total	\$12,534.00	\$24,500.00	\$29,900.00
Dept 475 - Traffic Services			
Payroll/Fringes	\$7,949.00	\$15,100.00	\$19,560.00
Repair/Maintenance/Gas&Oil	211.00	5,800.00	6,100.00
Total	\$8,160.00	\$20,900.00	\$25,660.00
Dept 478 - Winter Maintenance			
Payroll/Fringes	\$10,717.00	\$16,000.00	\$20,700.00
Repair/Maintenance/Gas&Oil	\$7,041.00	\$10,900.00	\$7,000.00
Total	\$17,758.00	\$26,900.00	\$27,700.00
Dept 482 - Administration			
Payroll/Fringes	\$2,261.00	\$3,100.00	\$2,965.00
Overhead	16,000.00	16,500.00	20,000.00
Total	\$18,261.00	\$19,600.00	\$22,965.00
TOTAL LOCAL STREETS FUND	\$67,192.00	\$145,900.00	\$106,225.00

SEWER FUND FY 2022-23

Total Sewer Revenues: \$149,900

Total Sewer Expenditures: \$146,700

Change in Fund Balance from the Previous Year: \$3,200

Projected FYE 6/30/23 Fund Balance: \$348,900

Noteworthy Items:

1. Based on historic usage with increase in surcharge based on CIP as approved by City Commission
2. 3% increase in overall expenses
3. Reduction in Overhead by \$29,300

Sewer Fund Expenses

4/27/2022

City of Parchment

2022-23 Budget for Commission

	Prior Year Actual	Current Year Budget	Proposed FY 2022-23
Dept 000			
Payroll/Fringes	\$65,929.00	\$41,800.00	\$44,200.00
Contracted Services	16,049.00	51,400.00	35,000.00
Admin Overhead	88,000.00	69,300.00	40,000.00
Depreciation	19,427.00	13,800.00	14,100.00
Insurance & Bonds	10,117.00	10,600.00	10,600.00
Transfer to other fund	-	-	-
Capital	-	-	-
Miscellaneous	2,905.00	2,800.00	2,800.00
Total	\$202,427.00	\$189,700.00	\$146,700.00
TOTAL SEWER FUND	\$202,427.00	\$189,700.00	\$146,700.00

BROWNFIELD FUND FY 2022-23

Total Revenues: \$299,300

Total Expenditures: \$188,146

Change in Fund Balance from the Previous Year: \$111,154

Projected FYE 6/30/23 Fund Balance: \$174,423

Noteworthy Items:

1. Increased Admin Overhead by \$89,300 over previous year; \$70k of which is City's tax levy on BRA properties

Brownfield Fund Expenses

4/27/2022

City of Parchment

2022-23 Budget for Commission

	Prior Year Actual	Current Year Budget	Proposed FY 2022-23
Dept 000			
Adminstrative overhead	\$20,000.00	\$40,700.00	\$130,000.00
Attorney fees	\$0.00	\$0.00	\$0.00
Debt Retirement/Principal & Interest	\$58,146.00	\$58,400.00	\$53,146.00
Transfer to other fund	\$0.00	\$0.00	\$0.00
Total	\$78,146.00	\$99,100.00	\$188,146.00
TOTAL BROWNFIELD	\$78,146.00	\$99,100.00	\$188,146.00

VETERAN'S MEMORIAL FUND FY 2022-23

Total Revenues: \$5,000

Total Expenditures: \$5,000

Change in Fund Balance from the Previous Year: \$0

Projected FYE 6/30/23 Fund Balance: \$16,066

Noteworthy Items:

1. Expect fundraising and purchase of some materials

Veteran's Memorial Fund Expenses

City of Parchment
2022-23 Budget for Commission

	Prior Year Actual	Current Year Budget	Proposed FY 2022-23
Dept 000			
Bricks/Supplies	\$0.00	\$0.00	\$5,000.00
Professional/Contractual Services	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$5,000.00
TOTAL VETERAN'S	\$0.00	\$0.00	\$5,000.00

Kindleberger Festival

City of Parchment

2022-23 Budget for Commission

	Prior Year Actual	Prior Year Budget	Adopted FY 2022-23
Revenue			
Arts/crafts	\$2,864.32	\$3,100.00	\$3,100.00
Race/walk fees	\$5,562.69	\$5,000.00	\$5,000.00
Membership drive	\$5,314.52	\$1,800.00	\$1,900.00
Concessions/Spec event		\$1,580.00	2,740.00
Corporate Sponsorships	\$18,600.00	\$14,000.00	\$16,000.00
Bingo for Bags/Fri Night	\$16,585.40	\$1,160.00	\$2,000.00
Car Show Proceeds	-	-	535.00
Misc	304.59	1,040.00	1,380.00
Grants	35,000.00	31,000.00	33,000.00
Total	\$84,231.52	\$58,680.00	\$65,655.00
TOTAL	\$84,231.52	\$58,680.00	\$65,655.00

	Prior Year Actual	Prior Year Budget	Adopted FY 2022-23
Expenses			
Performance Expense	\$19,958.70	\$17,000.00	\$19,000.00
Arts/crafts	\$13,271.43	\$170.00	\$170.00
Children's area	\$1,309.64	\$1,600.00	\$1,800.00
Bingo/Friday Event	\$1,500.00	\$1,030.00	\$1,030.00
Festival Day Performance	-	550.00	\$550.00
Misc	\$25.00	\$2,850.00	\$1,500.00
Festival Admin	16,718.89	10,015.00	13,040.00
Stage Entertainment/con	10,800.00	15,200.00	13,200.00
Race/walk	6,095.80	4,100.00	4,500.00
Car Show expenses	-	-	-
Publicity	2,753.59	6,165.00	5,865.00
Total	\$72,433.05	\$58,680.00	\$65,655.00
TOTAL	\$72,433.05	\$58,680.00	\$65,655.00

TOTAL	11,798.47	-	-
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