

CITY OF BELDING
FISCAL YEAR 2018-19 BUDGET

CITY OF BELDING

READER'S GUIDE

As you review the City's Budget document, note that it is organized by fund type. These fund types as listed on laminated tabs include the General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, Enterprise Funds, and Internal Service Funds.

The General Fund is further divided into departments. Each department contains a mission statement, a narrative, goals, performance objectives and accomplishments. The mission statement highlights the types of services each department provides. The goals outline the major activities to be accomplished. The performance objectives give specific objectives that the department hopes to achieve in the current year, while the accomplishments provide a listing of key measurements of the activity's service, efforts, and accomplishments.

UNIFORM BUDGETING ACT

The City is legally subject to the budgetary control requirements of State of Michigan P.A. 621 of 1978 (the Uniform Budgeting Act). The following statements represent a brief synopsis of the major provision of this Act.

1. Budgets must be adopted for the General Fund, Special Revenue Funds and Debt Service Funds.
2. The budgets must be balanced.

3. The budgets must be amended when necessary.
4. Debt cannot be entered into unless permitted by law.
5. Expenditures cannot exceed budget appropriations.
6. Expenditures cannot be made unless authorized in the budget.
7. A public hearing must be held before budget adoption.

BUDGET PROCESS

In establishing the budgetary information within the budget document, the City follows steps and deadlines outlined in the City Code.

- a. On or before January 15 of each year the city manager shall meet with the city council and review the city's strategic plan, budget, goals and policies.
- b. On or before the third Tuesday of March, the City Manager shall submit to the City Council a proposed budget for the fiscal year commencing the following July 1. The annual operating budget includes proposed expenditures and the means of financing them for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, Enterprise Funds, and Internal Service Funds.
- c. On or before the third Tuesday in April, the budget shall be tentatively adopted by the city council.

- d. After the City Manager has submitted the proposed budget to the City Council, they review the recommendations and hold a public hearing to obtain taxpayer comments.
- e. On or before the third Tuesday in May, the budget shall be legally adopted through passage of an appropriations resolution for each fund. The budget takes effect the following July 1.
- f. The Appropriations Resolution is the legislative vehicle that allows for the expenditure of funds throughout the City. The resolution is based on the approved and adopted budget and is the final product of the budget cycle.
- g. The City Manager is authorized to transfer budgeted amounts within departments; however, any revisions that alter the total expenditure of any department must be approved by the City Council.

In addition to the Code requirements, the administrators of all City offices have made budget requests to the City Manager, which he has reviewed before arriving at his proposed budget recommendations.

The City adopts its budget by the department level, which is in accordance with the State's legal

requirement and is the levy of classification detail at which expenditures may not legally exceed appropriations.

The adopted Budget is prepared on a basis consistent with the Generally Accepted Accounting Principles (GAAP), except that: operating transfers are treated as revenues and expenditures. The modified accrual basis of accounting is utilized in the preparation of budgets for all governmental fund types which are contained within this document. Expenditures, other than accrued interest on long-term debt are recorded at the time liabilities are incurred, and revenues are recorded when received in cash, except for material and/or available revenues which should be accrued to properly reflect the tax levied and revenues earned. The accrual basis of accounting is utilized in developing the Enterprise Fund, and Internal Service Fund Budgets.

FISCAL YEAR 2017-18 BUDGET

FUND REVENUES	101 GENERAL FUND			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2018/19
	Dept. 000			

REVENUES

403.000	Property Taxes	1,337,926	1,527,548	1,530,000
423.000	Payment in Lieu of Taxes	10,562	10,682	10,000
445.000	Delinquent Charges - Taxes	6,074	3,000	3,000
446.000	Tax Collection Admin. Fee	41,238	42,020	41,000
447.000	Mobile Home Tax	756	700	700
451.000	Liquor License	3,874	4,000	4,000
458.500	Bad Debt Recovery Ambulance	-	-	-
462.000	Fees & Permits	21,260	12,000	15,000
465.000	Michigan Revenue Sharing	650,295	663,388	673,164
470.000	Miscellaneous Revenues	4,567	300	300
472.000	Police Reserve Revenue	1,000	1,000	1,000
473.000	Park Reservations	1,210	1,000	1,000
474.000	Police Revenues	6,532	7,000	7,000
480.000	Planning & Zoning Fees	1,500	500	500
491.000	Township Fire Contracts	89,267	90,000	90,000
496.000	Cemetery Revenue	5,575	5,000	5,000
497.000	Cemetery Interest	552	500	500
531.000	FEMA Disaster funds	-	-	-
605.000	Charges for Admin. Services	109,704	117,036	112,416
636.000	Garbage Bag Commission	1,609	137	-
643.000	Vehicle & Equipment Sales	3,095	-	-
655.000	Parking Fines & Forfeits	2,075	2,000	2,000
656.000	Traffic Fines	9,019	8,000	8,000
657.000	Municipal Civil Infractions	710	200	200
666.000	Interest on Investments	6,279	6,000	6,000
667.010	Interest from property tax fund	299	300	300
670.000	Cable Franchise Fees	72,406	70,000	71,000
676.402	Transfer from CIP.	-	375,000	-
676.497	Transfer from General TIFA	-	2,179	-
Total Revenues 000		2,387,384	2,949,490	2,582,080

City of Belding

City Council

Mission Statement

Represent the residents of the City of Belding in a responsible and judicious manner ensuring their health, safety and welfare.

Narrative

Elected council members serve a term of four years on the city council. The mayor is elected by the council membership at the first meeting following the even-year November election. The legislative powers of the Council are shared equally among the members.

The Mayor and Council Members are responsible for establishing policy, adopting a budget, and hiring and directing the City Manager. In addition, the City Council represents the City on various local boards, commissions and committees.

One of the main duties of the City Council is to establish policies. Priorities include the adoption of goals and objectives, the priorities for public services, and the approval of programs throughout the City. Policy establishment also includes the approval and amendment of the operating budget, approval of expenditures and grant applications. The City Council also ratifies contracts, zoning ordinances and changes.

The City Council accepts the decision-making duty. City Council studies the problems, reviews the alternatives, and determines the best course of public policy.

Key Goals

- To provide policy direction to the City Administration in the implementation and evaluation of various City programs.

FUND	101 GENERAL FUND				
DEPARTMENT	101 CITY COUNCIL				
ACCOUNT	LINE-ITEM		YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2018/19
	Dept. 101				
702.000	Salaries Part Time		1,165	1,360	3,100
704.000	Employee Benefits		91	107	500
727.000	Departmental Supplies		165	150	200
808.000	Subscriptions & Memberships		4,386	4,500	4,500
809.000	Education & Training		-	-	500
813.000	Miscellaneous Expenses		-	-	50
955.000	Transfer Out - Fund 606		1,104	1,884	2,800
	Total City Council 101		6,912	8,001	11,650

City of Belding

City Manager

Mission Statement

To effectively and efficiently manage the delivery of City services in accordance with the guidelines and policies established by the Mayor and City Council.

Narrative

As the City's Chief Administrative Officer, the City Manager is ultimately responsible for all operations of the municipal corporation.

The manager's responsibilities can be summarized into five distinct categories including organizational, fiscal, facilities management, program/project development and follow-through, and long range planning.

Maintaining good relations with the Mayor and City Council is another important aspect of this office. This involves maintaining effective communications, and being available to the City Council as necessary. The office must present an image that conveys vitality, professionalism, and quality service to private agencies, organizations, groups and residents.

Key Goals

- Council-resident relationships
- Labor negotiations
- Strategic Planning
- Capital Improvement Program
- Fiscal Management
- Annual operating budget preparation and administration
- Project development and administration

FUND	101 GENERAL FUND			
DEPARTMENT	172 CITY MANAGER			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2018/19
	Dept. 172			
701.000	Salaries Full Time	87,509	97,840	86,450
703.000	Salaries-Overtime	-	-	-
704.000	Employee Benefits	7,142	7,960	7,100
801.000	Professional & Contractual SVC	9,000	-	-
808.000	Subscriptions & Memberships	275	600	1,000
809.000	Education & Training	133	-	1,000
813.000	Miscellaneous Expenses	492	-	-
820.000	Telephone	558	500	1,000
822.000	Reimbursable Expenses	-	700	-
831.000	Travel	-	-	500
955.000	Transfer Out - Fund 606	8,436	4,704	5,600
956.000	Transfer Out - Fund 631	7,284	9,996	9,996
	Total City Manager 172	120,902	122,300	112,646

City of Belding Finance & Administrative Services

Mission Statement

To provide competent and comprehensive financial services which accurately account for all financial transactions, to bill and collect all City revenues accurately and on a timely basis, invest idle funds prudently and to make authorized disbursements on time, to assure that all assessments are accurate, fair, equitable, and lawful, and to participate in the implementation and maintenance of the goals and objectives of the Build a Better Belding Strategic Plan.

Narrative

The Finance Department has the overall responsibility of all accounting and finance related functions. This responsibility is discharged in accordance with Federal and State regulations, the City Charter, City Ordinances enacted by the City Council, directives from the City Manager, and by utilizing the Governmental Accounting and Financial Standards established by the Governmental Accounting Standards Board (GASB).

The department consists of a Finance Director/Treasurer, three full time Administrative Assistants, and an Assessor. The Finance Director/Treasurer oversees the departmental operations, maintains the General Ledger, prepares for the annual audit, assists in the development of the budget, invests the City's money, and administers all information technology related issues. The first Administrative Assistant is responsible for the Utility Billing function where over 1,800 water and sewer accounts need to be maintained. Other tasks include Accounts Receivable, Property Taxes, and Cemetery. The second Administrative Assistant is responsible for Accounts Payable, Payroll, and Human Resources. The third Administrative Assistant helps cover the counter. The assessor is a part-time contract employee working two eight-hour days a week and maintains files on over 2,200 parcels.

Key Goals

- To insure a competent CPA performs an annual audit and that a comprehensive annual financial report (CAFR) is distributed to Council and available to all residents.
- To service all customers with accurate and timely billings and collections.
- To provide timely payments to vendors after appropriate internal controls have been granted.
- To effectively administer tax programs in accordance with all applicable laws.
- To administer cash management programs with the goal of decreasing costs and increasing earnings, in accordance with all applicable laws.
- To provide an accurate and equitable assessment annually for residential, commercial, industrial, and personal property.

FUND	101 GENERAL FUND				
DEPARTMENT	215 FINANCE & ADMIN. SVC.				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2018/19	
	Dept. 215				
701.000	Salaries Full Time	90,109	99,195	101,500	
704.000	Employee Benefits	16,932	18,611	19,050	
727.000	Departmental Supplies	-	-	-	
801.000	Professional & Contractual	65,000	65,000	65,000	
808.000	Subscriptions & Memberships	-	100	100	
820.000	Telephone	969	2,000	2,000	
831.000	Travel	-	-	-	
955.000	Transfer Out - Fund 606	15,558	6,576	8,400	
956.000	Transfer Out - Fund 631	10,920	15,000	20,000	
959.000	Transfer Out - Fund 677	27,254	25,829	14,354	
	Total Finance & Admin 215	226,742	232,311	230,404	

City of Belding

City Clerk

Mission Statement

To effectively and efficiently manage the delivery of City services in accordance with the guidelines and policies established by the Mayor and City Council.

Narrative

The City Clerk acts as the secretary to the City Council, maintains City records, administers the election process and assists on other projects.

Key Goals

- City Council secretary
 - Election Administration
 - City record maintenance
 - Annual operating budget preparation
 - Contract updates
 - Minutes of boards and commissions
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FUND	101 GENERAL FUND				
DEPARTMENT	216 CITY CLERK				
ACCOUNT	LINE-ITEM		YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2018/19
	Dept. 216				
701.000	Salaries Full Time		62,829	66,816	68,950
702.000	Salaries-Part Time		3,090	3,000	7,000
704.000	Employee Benefits		10,963	10,000	12,567
725.000	Elections		1,761	1,115	8,200
727.000	Departmental Supplies		-	-	-
801.000	Professional & Contractual SVC		4,043	-	7,015
808.000	Subscriptions & Memberships		245	300	320
809.000	Education & Training		811	875	700
813.000	Miscellaneous Expenses		-	-	-
831.000	Travel		310	300	300
955.000	Transfer Out - Fund 606		6,648	4,704	5,600
956.000	Transfer Out - Fund 631		3,636	11,004	11,004
	Total City Clerk 216		94,336	98,114	121,656

City of Belding

Central Municipal Activities

Mission Statement

To provide communication tools and service/project support.

Narrative

The city communicates with the citizens through the web site and quarterly newsletters. Fees are paid relating to services and infrastructure development.

Key Goals

- To communicate with the citizens of the community through the Web site
- Quarterly community newsletter
- Maintain LIFE EMS services in the city
- Developer reimbursement for a percentage of infrastructure costs relating to a subdivision
- Street lighting and maintenance

FUND	101 GENERAL FUND				
DEPARTMENT	258 CENTRAL MUNICIPAL ACT.				
ACCOUNT	LINE-ITEM		YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2018/19
	Dept. 258				
701.000	Salaries - Full Time		61,289	75,000	69,671
702.000	Salaries Part Time			2,000	2,000
703.000	Salaries Overtime			5,000	5,000
704.000	Employee Benefits		11,954	12,000	12,504
801.000	Professional & Contractual Services		28,675	30,000	31,400
801.050	Prof - Marketing Belding		9,187	2,500	2,560
813.000	Miscellaneous Expenses		3,759	4,000	3,500
815.000	Developer Reimbursement		17,116	14,221	-
842.000	Special Projects		3,747	1,500	1,100
842.001	Miscellaneous Expenses		-	-	-
920.000	Street Lighting		78,835	78,000	22,000
920.005	Street Lighting Maintenance		1,999	2,000	2,000
955.000	Transfer Out - Fund 606		2,100	936	2,800
957.000	Transfer Out - Fund 661		33,748	35,000	43,000
959.000	Transfer Out - Fund 677		-	20,000	17,517
Total Central Municipal 258			252,408	282,157	215,052

City of Belding

Cemetery

Mission Statement

To maintain the River Ridge and Old Belding Cemeteries in a manner that reflects respect for the deceased members of our community and for those that have served our country as veterans.

Narrative

Approximately twenty-eight acres of cemetery property is maintained by DPW staff, including River Ridge Cemetery and the Old Belding Cemetery. Section 6 has been plotted to provide additional gravesites. The water service has been extended to provide water to this area.

Capital improvements are budgeted in the Cemetery Fund.

Key Goals

- To provide adequate gravesites for deceased members of the community.
- To provide daily maintenance of the cemeteries, including emptying trash barrels and picking up litter.
- To provide landscaping care for trees, shrubs and grass to improve aesthetics.

FUND	101 GENERAL FUND				
DEPARTMENT	276 CEMETERY				
ACCOUNT	LINE-ITEM		YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2018/19
	Dept. 276				
701.000	Salaries Full Time		27,189	27,708	26,900
702.000	Salaries Part Time		-	-	-
703.000	Salaries Overtime		-	1,000	1,000
704.000	Employee Benefits		5,054	5,000	6,641
727.000	Departmental Supplies		-	-	-
811.000	Maintenance & Service		572	600	6,000
813.000	Miscellaneous Expenses		-	-	-
955.000	Transfer Out - Fund 606		3,192	1,884	2,800
957.000	Transfer Out - Fund 661		10,752	6,000	8,600
959.000	Transfer Out - Fund 677		5,610	10,694	11,232
979.000	Equipment		-	-	-
	Total Cemetery 276		52,369	52,886	63,173

City of Belding

Police Department

Mission Statement

The Belding Police Department will provide to the community a safe environment for all citizens and visitors to the City of Belding; and provide for an ethical work environment where members will enjoy their jobs, use their talents, respect one another and grow as individuals.

Narrative

The Belding Police Department offers a wide range of law enforcement services twenty-four hours a day, seven days a week. The scope of these services involves traffic enforcement, accident investigation, criminal investigations and enforcement of City ordinances.

The Department consists of a Chief, seven full time sworn officers, ten reserve officers. Two additional part time employees are a clerk and a part time officer.

The full time sworn officers of the Department perform traffic enforcement, ordinance enforcement, accident and criminal investigations and general patrol activity. They also perform community related programs including, School Liaison, Bike Patrol, Salvage Recertification, Vehicle Inspections, Vacation House Checks, Property Inspections, Animal Complaints and Blight Violations.

The Police Reserve program is a valuable asset to the Police Department as they provide Security at school athletic events and school functions when requested. Reserves also ride along with fulltime officers for extra help during high activity periods.

The safety, service and protection of the citizens of Belding are in the forefront of the Department and we continue to train and prepare for the challenges of the 21st Century. Community oriented police officers will allow us to achieve our goals and make the community proud of their Police Department.

Key Goals

- Proactive approach to the detection and enforcement of criminal activity
- Enforcement of Traffic Law, in particular, seatbelt use, traffic control devices (stop, yield and traffic signals, Speed)
- Continue drug enforcement activity to curb the possession and use of illegal drugs
- Enforcement of City Ordinances.
- Conduct a warrant sweep in the City warrant sweep

FUND	101 GENERAL FUND				
DEPARTMENT	301 POLICE DEPARTMENT				
ACCOUNT	LINE-ITEM		YEAR END	YEAR END	ADOPTED
	Dept. 301		ACTUAL	ESTIMATE	BUDGET
			FY 2016/17	FY 2017/18	FY 2018/19
701.000	Salaries Full Time		443,954	450,000	415,704
702.000	Salaries Part Time		12,993	15,000	5,525
703.000	Salaries Overtime		31,460	35,000	35,000
704.000	Employee Benefits		126,681	150,000	130,000
727.000	Departmental Supplies		2,762	3,000	3,000
730.000	Uniforms		6,410	6,000	10,000
732.000	Motor Fuel		10,406	11,000	12,000
738.000	Ammunition		478	1,500	1,000
743.000	Police Reserves Supplies		77	200	1,000
808.000	Subscriptions & Memberships		520	500	550
809.000	Education & Training		574	3,000	1,500
810.000	Laundry & Cleaning		946	1,000	1,000
811.000	Maintenance & Service		11,760	10,000	12,000
813.000	Miscellaneous Expenses		-	-	-
819.000	ACT 302 Training Funds		-	-	2,400
820.000	Telephone		4,751	7,000	6,000
831.000	Travel		76	200	200
903.000	Printing		940	1,200	1,000
930.000	Motor Vehicle Maintenance		12,325	10,000	13,000
955.000	Transfer Out - Fund 606		35,664	6,576	47,600
956.000	Transfer Out - Fund 631		15,792	13,008	13,008
957.000	Transfer Out - Fund 661		756	6,000	36,550
959.000	Transfer Out - Fund 677		125,443	127,210	134,303
976.000	Office Equipment		-	-	-
977.000	Radio Equipment		459	500	-
979.000	Equip./Furniture/Fixtures		-	-	-
	Total Police Department 301		845,227	857,894	882,340

City of Belding

Fire Department

Mission Statement

The mission of the Belding Fire Department is to provide the highest quality emergency and non-emergency services to protect the safety and property of people throughout our community from the effects of man-made and natural hazards through the dedicated efforts of our well-trained and equipped team of firefighters and support personnel.

Narrative

This department's greatest asset is its commitment to serving the community. The vision of the department is to excel in the quality of the services that we provide to the community by maintaining the highest levels of training and the having the latest technology in equipment.

The Fire Department is a combination department made up of full-time and paid/on-call personnel. We currently have one-person on-duty 24/7 which allows the department to respond immediately with an apparatus to an emergency scene. Average response times within the city limits are less than three minutes. Paid/on-call personnel respond to the emergency scene to supplement on-duty person. Other paid/on-call personnel respond to the station to staff additional apparatus or to stand-by for a subsequent call. Fulltime on-duty personnel handle daily investigations, complaints, and minor routine calls. The department has been handling an average of 1400 calls for service per year.

The Fire Department is responsible for providing emergency services to the City of Belding, Otisco Township and a portion of Keene Township. This is a first-due response area of 48 square miles. The Department operates with one pumper/rescue, one quint with a 75' aerial ladder, two pumper/tankers, one rescue truck, one brush fire truck, a rescue boat and a staff of twenty-four.

The department's commitment to training excels in departments and communities of this size. All members of the department participate in monthly trainings. Certified instructors within the department provide much of the in-house training. Due to the many different types of emergencies, the department is called upon to respond to, we are continually learning and practicing new skills. The Department currently has personnel trained in the specialized response areas of hazardous materials, confined space rescue, trench rescue, machine rescue, elevator rescue, rope rescue, water rescue, advanced vehicle stabilization and structural collapse.

Key Goals

- Maintain appropriate staffing levels of both fulltime and on-call personnel
- Establish a long term apparatus replacement schedule with appropriate funding source
- Improve upon overall fire department operations
- Improve the townships ISO ratings
- Establish funding means for SCBA cylinder replacement
- Establish funding means for turn-out gear replacement

FUND	101 GENERAL FUND				
DEPARTMENT	336 FIRE DEPARTMENT				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2018/19	
	Dept. 336				
701.000	Salaries Full Time	235,909	226,178	232,323	
702.000	Salaries Part Time	38,114	45,000	45,000	
703.000	Salaries Overtime	32,417	35,000	35,000	
704.000	Employee Benefits	53,250	61,687	61,200	
713.000	Supplemental Insurance	2,716	2,716	2,716	
727.000	Departmental Supplies	1,636	1,800	1,750	
728.000	Books & Periodicals	-	-	-	
730.000	Uniforms	7,668	10,000	10,000	
731.000	Motor Vehicle Supplies	2,347	2,250	2,500	
732.000	Motor Fuel	3,362	4,000	4,000	
735.000	Chemical Supplies	1,773	3,000	2,500	
737.000	Medical Supplies	1,500	2,000	1,750	
742.000	Miscellaneous Supplies	412	1,000	750	
808.000	Subscriptions & Memberships	250	250	250	
809.000	Education & Training	1,745	3,000	2,500	
811.000	Maintenance & Service	6,936	10,000	8,500	
813.000	Miscellaneous Expenses	183	100	500	
820.000	Telephone	391	350	375	
831.000	Travel	429	500	400	
903.000	Printing	-	-	-	
930.000	Motor Vehicle Maint.	27,322	25,000	25,000	
955.000	Transfer Out - Fund 606	24,276	6,576	28,000	
956.000	Transfer Out - Fund 631	14,316	13,008	13,008	
959.000	Transfer Out - Fund 677	69,297	73,497	80,043	
976.000	Office Equipment	-	250	250	
977.000	Radio Equipment	1,000	2,000	1,500	
978.000	Motor Vehicles	-	-	-	
979.000	Equipment	-	8,000	5,000	
979.005	DNR Grant Equipment	-	-	-	
979.006	FEMA Firefighter Grant Equipment	-	-	20,000	
989.001	Reserve for Ash Donation	600	-	-	
Total Fire Department 336		527,850	537,162	584,815	

City of Belding

Park Maintenance

Mission Statement

Maintain all parks and recreational facilities in a clean, safe, and aesthetically pleasing manner.

Narrative

DPW maintains five city parks totaling approximately sixty acres, including East Riverside, Central Riverside, Water Street, Demorest Field, Armstrong Park and Lightning Bend. Lightning Bend is a one hundred twenty eight-acre parcel; all but twenty acres are located within the city limits.

The Parks Department is responsible for ensuring that all municipal grounds, parks and recreational facilities are maintained in a clean, safe, and aesthetically pleasing manner.

This activity provides seasonal programs of maintaining baseball, football, and multi-purpose fields, tennis, volleyball and basketball courts in a safe, playable condition at City parks.

To ensure that all municipal grounds and parks are well maintained, the following activities are undertaken: grass cutting, trimming, and turf maintenance, and application of fertilizer/herbicide at five municipal sites. Exterior holiday decorations are installed.

Baseball and softball fields are set up and lines are repainted for scheduled activities. Parks & Grounds Maintenance upgrades and maintains five ball diamonds, benches and bleachers.

Key Goals

- To assure that the turf and landscaping at municipal building sites and parks are cut, trimmed, and upgraded in accordance with maintenance schedules.
- To provide seasonal maintenance of athletic fields and playground apparatus.
- To provide snow, ice control at walkways, and park sites.
- To clean all park restrooms daily, empty trash barrels, and pick up litter as necessary.

FUND	101 GENERAL FUND			
DEPARTMENT	442 PARK MAINTENANCE			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2018/19
	Dept. 442			
701.000	Salaries Full Time	40,540	40,000	31,000
702.000	Salaries Part Time	1,864	6,000	8,620
703.000	Salaries Overtime	299	3,000	1,000
704.000	Employee Benefits	7,938	8,000	7,750
727.000	Departmental Supplies	7	-	-
811.000	Maintenance & Service	15,071	30,000	17,000
813.000	Miscellaneous Expenses	-	-	2,100
839.500	Pathway Repair	1,988	2,000	2,000
921.000	Utilities	11,071	12,000	12,000
931.000	Bldg. Repair & Maintenance	500	500	500
955.000	Transfer Out - Fund 606	2,100	1,884	2,800
957.000	Transfer Out - Fund 661	10,752	6,000	10,750
959.000	Transfer Out-Fund 677	5,610	10,694	10,560
979.000	Equipment/Furniture/Fixtures	-	-	-
	Total Park Maintenance 442	97,739	120,078	106,080

City of Belding

Interfund Transfers

Mission Statement

To disburse monies from the General Fund to other funds to support programs, services, and capital improvements that would not be viable without General Fund monies.

Narrative

This department shows all the transfers out of the General Fund to other city funds, which need additional funding.

The \$81,325 transfer to the Building Authority Debt Service Fund is for the bond payment on the parks project. The full bond payment will be coming out of General Fund.

The contribution to Dial A Ride is \$80,000.

The \$11,179 payment to Otisco Township is for the Granco-Clark property taxes, which the City collects under the 425 agreement. The township receives 50% of all Granco-Clark City taxes.

FUND	101 GENERAL FUND			
DEPARTMENT	485 INTERFUND TRANSFERS			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2018/19
	Dept. 485			
965.203	Transfer to Local Streets	65,000	-	-
965.271	Transfer to Library Fund			-
965.369	Transfer to Building Auth Debt	81,325	81,325	81,325
965.402	Transfer to CIP Fund	375,000	-	-
965.497	Transfer to General TIFA Fund	-	-	-
965.588	Transfer to Dial-A-Ride	40,000	40,000	80,000
965.999	Otisco Township-Granco Taxes	8,402	9,232	11,179
	Total Interfund Transfers 485	569,727	130,557	172,504

City of Belding

Belrockton Community Center

Mission Statement

To provide and maintain a facility to house the Belding Museum and offer useable meeting space for community and service organizations, private gatherings, and youth activities.

Narrative

The Belding Community Center, commonly referred to as the Belrockton, is the home of the Belding Museum, the BEL Children's Museum and the Community Center. The building is used by the Euchre Club, Alcoholics Anonymous, the Silk City Quilters and other local organizations.

The facility is rented for wedding receptions, showers, graduation parties and other private rentals. The Red Cross also holds drives to help secure needed blood supplies. The building was put on the State Register of Historic Sites in 1990, and a historic marker was installed on site in 1993.

Key Goals

- To showcase the Belding Museum and BEL Children's Museum
- To offer useable meeting space for a variety of groups and activities.

FUND	101 GENERAL FUND			
DEPARTMENT	691 BELROCKTON COMM. CTR.			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2018/19
	Dept. 691			
702.000	Salaries-Part Time	6,173	6,234	6,424
704.000	Employee Benefits	714	767	791
811.000	Maintenance & Service	-	-	-
820.000	Telephone	172	500	800
931.000	Buildings Repair & Maint.	19,210	5,000	5,000
955.000	Transfer Out - Fund 606	804	1,884	2,800
956.000	Transfer Out - Fund 631	25,068	15,000	15,000
	Total Belrockton 691	52,141	29,385	30,815

City of Belding

Community Promotions

Mission Statement

To promote public interest in the general improvement of the quality of life in the city

Narrative

The city makes a contribution toward the annual Labor Day Homecoming Celebration.

The Belding Gardeneers receive funds to beautify many areas of the city. The funds are used to purchase plants and flowers for city properties.

The city partners with Belding Area Schools in providing funding for the Community Showcase.

"Music in the Park" is a concert series held each summer at East Riverside Parle. Community sponsors partner with the city to provide these events.

Key Goals

- To provide areas of beauty throughout the city with plantings and landscaping.
- To suppmi programs which enhance the quality of life within the City.

FUND	101 GENERAL FUND			
DEPARTMENT	800 COMMUNITY PROMOTIONS			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2018/19
	Dept. 800			
841.000	Labor Day Activities	5,000	5,000	5,000
844.000	Christmas at the Depot	-	-	-
847.000	Community Events	820	-	3,000
847.001	Community Showcase	-	-	-
	Total Community Promotions 800	5,820	5,000	8,000

City of Belding Planning & Community Development

Mission Statement

To provide a resource for planning, zoning, land uses and grants administration.

Narrative

The City Manager's office is the point of contact for citizen questions related to planning, zoning or other land uses. It is also a resource for local businesses and new businesses seeking information on Belding and locating here.

Day to day activities related to land use and development are handled. Applications related to the Planning Commission and Zoning Board of Appeals are processed, and an outside consultant assists as necessary.

Grants Administration is also conducted through this office. The number of grants available is overwhelming, and the reporting for grants once awarded can be very time consuming. The City is better positioned to take full advantage of the grant possibilities under the direction of the City Manager and this office.

Key Goals

- Processing of activities related to land use and development.
- Administer grants, write grant applications, and search for grant and foundation sources to fund city projects.

FUND	101 GENERAL FUND			
DEPARTMENT	801 PLANNING & COMMUNITY DEV.			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2018/19
	Dept. 801			
801.000	Professional & Contractual Svc.	12,850	2,000	2,000
801.001	Professional Comm Development	-	-	-
808.000	Subscriptions & Memberships	6,728	7,000	6,800
809.000	Education & Training	-	-	-
813.000	Miscellaneous Expenses	-	-	-
820.000	Telephone	-	-	-
831.000	Travel	-	-	-
	Total Planning & Comm Dev. 801	19,554	9,000	8,800

City of Belding**Contingency**

This department is required by city ordinance, in case unforeseen expenditures arise which was not anticipated in the budget process. Per the ordinance, 1.5% of the appropriated expenditures should be budgeted as a contingency.

FUND	101 GENERAL FUND			
DEPARTMENT	941 CONTINGENCY			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2018/19
990.000	Contingencies	-	-	34,145

GENERAL FUND TOTAL	2,871,726	2,484,845	2,582,080
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Fund Balance:

Revenues Over (Under) Expenditures	(484,341)	464,645	-
Beginning Fund Balance	1,092,439	608,098	1,070,564
Ending Fund Balance	608,098	1,070,564	1,070,564
Recommended Fund Balance - 18%	516,911	447,272	464,774

City of Belding

Major Street Fund

Mission Statement

To maintain the City's streets and rights-of-way in such a manner as to ensure safety for vehicular and pedestrian traffic as well as presenting a clean, well-groomed, attractive roadside environment.

Narrative

There are approximately 15.25 miles of major streets in the City of Belding. Revenues for Major Streets are derived primarily from ACT 51 monies.

There are three programs set up within this Public Works activity detailing the mission of the Street Services activity. Roads and Streets Maintenance, Supplementary Roadside Maintenance, and Snow and Ice Control programs provide excellent care to the streets of the City. Street Services provides a safe and clean road surface for vehicular traffic, adequate visual direction and a safe, maintained, and unobstructed roadside environment on city streets.

The Road Maintenance and Upkeep program strives to maintain safe road surfaces for vehicular and pedestrian traffic by assuring adequate pavement markings. One-third of all school crosswalks and stop bar pavement markings are repaired or replaced every year. Traffic control lines are painted throughout the city.

Street sweeping of all paved road surfaces occurs at least five times per year on approximately 15.25 miles of major street roads. This activity engages in the road patching and shoulder grading to maintain safe roads.

The Supplementary Roadside Maintenance and Support Program provide a safe, well-maintained roadside environment. Cutting of weeds and tall grass along all roadsides and ditches is done three times per year. Dead leaves are removed from along curbsides throughout the leaf-drop season and yard refuse is picked up once a week if bagged from April through October.

Support activities include the installation of new street signs, maintenance and repair of existing signs, and the installation of informational signs for the municipal sites.

Catch basin cleaning is another important function. Catch basins are routinely cleaned allowing for the rapid disposal of storm water runoff and drainage. Drainage ditches are cleaned and the culverts are maintained to ensure adequate capacity for storm runoff.

During a declared Snow Emergency, the Snow and Ice Control Program ensures an organized procedure for snow removal of all City roads after snowfall ceases.

Key Goals

- To provide a safe and clean road surface for vehicular traffic.
- To provide adequate visual direction to regulate, warn, or guide vehicular and pedestrian traffic through proper signage and pavement markings.
- To provide a safe, well-maintained and unobstructed roadside environment.
- To provide effective storm water runoff without damaging our river ecology.
- To provide an organized snow and ice control program based on designated priorities in order to maintain safe, passable streets.

FISCAL YEAR 2017-18 BUDGET

		202 MAJOR STREET FUND		
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2018/19

Revenues: Dept. 000

470.000	Miscellaneous Revenues	-	-	-
546.000	State Motor Vehicle Funds	409,971	440,000	531,192
666.000	Interest on Investments	2,017	2,100	2,000
Total Revenues 000		411,988	442,100	533,192

Expenditures: Dept. 463

701.000	Salaries Full Time	33,984	40,000	43,485
702.000	Salaries Part time	4,500	5,000	2,500
703.000	Salaries Overtime	8,584	10,000	15,061
704.000	Employee Benefits	8,748	10,000	11,945
727.000	Departmental Supplies	-	-	1,000
730.000	Uniforms	356	500	2,000
739.000	Landscape Supplies	-	-	-
740.000	Snow Removal Supplies	24,470	25,000	35,000
803.000	Engineering Services	-	-	15,000
811.000	Maintenance & Service	-	-	-
813.000	Miscellaneous Expenses	3,793	2,000	6,000
931.000	Building Maintenance	-	-	2,000
934.000	Street Maintenance	33,475	25,000	30,000
936.000	Storm Sewer Maintenance	856	1,000	10,000
939.000	Curb & Sidewalk Repair	153,185	3,000	4,000
939.250	Street Striping	6,151	10,000	11,000
921.000	Street Lighting			30,000
940.000	Equipment & Tool Repair	112	100	500
941.000	Tree Program	25	1,000	8,000
943.000	Street Improvements	-	20,000	186,000
955.000	Transfer Out - Fund 606	15,984	15,100	16,800
957.000	Transfer Out - Fund 661	61,128	90,000	86,000
959.000	Transfer Out - Fund 677	24,491	13,556	15,265
979.000	Equipment	-	-	636
981.000	Street Signs	885	1,000	1,000
Total Expenditures 463		380,726	272,256	533,192

Fund Balance:

Revenues Over (Under) Expenditures	31,263	169,844	-
Beginning Fund Balance	499,743	531,006	700,850
Ending Fund Balance	531,006	700,850	700,850

Recommended Fund Balance - 18%	68,531	49,006	95,975
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City of Belding

Local Street Fund

Mission Statement

To maintain the City's streets and rights-of-way in such a manner as to ensure safety for vehicular and pedestrian traffic as well as presenting a clean, well-groomed, attractive roadside environment.

Narrative

There is approximately 22.25 miles of local streets in the City of Belding.

There are three programs within this Public Works activity that detail the mission of the Street Services activity. Roads and Streets Maintenance, Supplementary Roadside Maintenance, and Snow and Ice Control programs provide excellent care to the streets of the City. Street Services provides a safe and clean road surface for vehicular traffic, adequate visual direction and a safe, maintained, and unobstructed roadside environment on city streets.

Street sweeping of all paved road surfaces occurs at least five times per year on approximately 22.25 miles of local streets. This activity engages in the road patching and shoulder grading to maintain safe roads.

The Supplementary Roadside Maintenance and Support Program provide a safe, well-maintained roadside environment. Cutting of weeds and tall grass along all roadsides and ditches is done three times per year. Dead leaves are removed from along curbsides throughout the leaf-drop season and yard refuse is picked up once a week, if bagged, from April through October.

Support activities include the installation of new street signs, maintenance and repair of existing signs, and the installation of informational signs for the municipal sites and 5 developed parks. Another support activity of Street Services is the detection, removal, and chipping of diseased trees and stumps.

Catch basin cleaning is another important function. Catch basins are routinely cleaned allowing for the rapid disposal of storm water runoff and drainage. Drainage ditches are cleaned and the culverts are maintained to ensure adequate capacity for storm runoff.

During a declared snow emergency, the Snow and Ice Control Program ensure an organized procedure for snow removal of all City roads after snowfall ceases.

Key Goals

- To provide a safe and clean road surface for vehicular traffic.
- To provide adequate visual direction to regulate, warn, or guide vehicular and pedestrian traffic through proper signage and pavement markings.
- To provide a safe, well-maintained and unobstructed roadside environment.
- To provide effective storm water runoff without damaging our river ecology.
- To provide an organized snow and ice control program based on designated priorities in order to maintain safe, passable streets.

FISCAL YEAR 2017-18 BUDGET

203 LOCAL STREET FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

470.000	Miscellaneous Revenues	-	-	-
546.000	State Motor Vehicle Hwy Funds	138,788	139,000	179,700
663.000	Metro Act Fees	23,224	20,000	20,000
666.000	Interest on Investments	852	1,000	800
676.101	Transfer From General Fund	65,000	-	-
676.402	Transfer From Capital Improvement	-	40,000	114,738
	Total Revenues 000	227,863	200,000	315,238

Expenditures: Dept. 464

701.000	Salaries Full Time	56,763	57,106	45,671
702.000	Salaries-Part Time	4,517	5,000	2,500
703.000	Salaries Overtime	11,974	12,000	15,061
704.000	Employee Benefits	13,616	14,626	12,471
727.000	Departmental Supplies	24	50	500
730.000	Uniforms	-	200	3,000
739.000	Landscape Supplies	-	-	-
740.000	Snow Removal Supplies	12,089	20,000	35,000
803.000	Engineering Services	-	-	13,000
811.000	Maintenance & Service	-	-	5,000
921.000	Street Lighting	-	-	36,000
934.000	Street Maintenance	9,677	10,000	10,000
936.000	Storm Sewer Maintenance	1,466	500	4,000
939.000	Curb & sidewalk Repair	-	-	3,000
940.000	Equipment & Tool Repair	-	-	300
941.000	Tree Program	233	500	2,000
943.000	Street Improvements	22,720	10,000	40,000
955.000	Transfer Out - Fund 606	12,216	10,748	14,000
957.000	Transfer Out - Fund 661	38,604	45,000	55,900
959.000	Transfer Out - Fund 677	24,492	13,557	15,874
979.000	Equipment	-	-	-
981.000	Street Signs	902	300	1,961
	Total Expenditures 464	209,294	199,587	315,238

Fund Balance:

Revenues Over (Under) Expenditures	18,570	413	-
Beginning Fund Balance	208,153	226,723	227,136
Ending Fund Balance	226,723	227,136	227,136
 Recommended Fund Balance - 18%	 37,673	 35,926	 56,743

City of Belding

PARKELECTROLUXPROPERTY

Mission Statement

Provide the citizens an attractive and thriving downtown park area on the Electrolux Propeti y next to the rail to trails corridor.

Narrative

The City of Belding will establish a park on the Electro lux Property open to the public. This is funded through a donation from Electrolux of\$75,000. Electrolux also made a contribution to the Grand Rapids Community Foundation of \$50,000. The yearly interest is to help defray the yearly maintenance costs to maintain the park.

FISCAL YEAR 2017-18 BUDGET

	208 Park Electrolux Property			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	Year End Estimate FY 2017/18	ADOPTED BUDGET FY 2018/19

Revenues: Dept. 000

666.000	Interest on Investments	277	100	100
666.015	Interest Electrolux Endowment	-	1,000	1,000
675.075	Donation Electrolux Property			-
	Total Revenues 000	277	1,100	1,100

Expenditures: Dept. 442

811.500	Maintenance Electrolux Park			
980.055	Park Electrolux Property	25,000	-	-
	Total Expenditures 558	25,000	-	-

Fund Balance:

Revenues Over (Under) Expenditures	(24,723)	1,100	1,100
Beginning Fund Balance	80,359	55,636	56,736
Ending Fund Balance	55,636	56,736	57,836

Recommended Fund Balance - 18%	4,500		-
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City of Belding

Downtown Development Authority

Mission Statement

Provide the citizens an attractive and thriving downtown area to do business with the local businesses.

Narrative

The Belding Downtown Development Authority will continue to make improvements to the downtown area through landscaping, downtown promotions, and capital improvement projects as revenues permit. This is funded through DDA property tax.

FISCAL YEAR 2017-18 BUDGET

	248 Downtown Dev. Authority			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

403.000	Property Taxes	6,669	7,417	11,884
666.000	Interest on Investments	43	43	50
	Total Revenues 000	6,712	7,460	11,934

Expenditures: Dept. 558

739.000	Landscape Supplies	1,164	1,972	2,000
801.000	Professional & Contractual SVC	-	-	-
811.000	Maintenance & Service	-	-	-
813.000	Miscellaneous Expenses	1,618	-	-
880.000	Downtown Promotion	-	3,481	9,934
965.203	Transfer to Local Street Fund	-	-	-
965.402	Transfer to CIP Fund	-	-	-
980.000	Capital Improvements	-	-	-
	Total Expenditures 558	2,782	5,453	11,934

Fund Balance:

Revenues Over (Under) Expenditures	3,930	2,007	-
Beginning Fund Balance	5,761	9,691	11,698
Ending Fund Balance	9,691	11,698	11,698
Recommended Fund Balance - 18%	501	982	2,148

City of Belding

Drug Forfeiture

Mission Statement

To utilize Drug forfeiture proceeds to further the Police Departments efforts in combating the illegal drug trade, through both enforcement and prevention.

Narrative

The Belding Police Department, as part of their enforcement efforts, investigates and arrests individuals for illegal drug trafficking. As part of this enforcement civil asset forfeiture proceeding are brought against those involved in illegal drug trafficking, when appropriate law applies.

Key Goals

- To utilize existing Forfeiture funds to maximize efforts in combating illegal drug trafficking.
- When appropriate bring civil asset forfeiture when making arrests for illegal drug trafficking.

FISCAL YEAR 2017-18 BUDGET

265 DRUG FORFEITURE FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

470.000	Miscellaneous Revenues	-	-	-
660.000	Drug Forfeitures	-	-	-
666.000	Interest on Investments	31	31	31
698.010	Fund Balance Appropriated	-	-	-
Total Revenues 000		31	31	31

Expenditures: Dept. 333

809.002	State Forfeiture-Drug Enforcement	-	-	2,500
957.000	Transfer out fund 661	-	-	-
979.000	Equipment	-	-	-
979.001	Federal Forfeiture-Equipment	-	-	-
Total Expenditures 333		-	-	2,500

Fund Balance:

Revenues Over (Under) Expenditures	31	31	(2,469)
Beginning Fund Balance	7,624	7,655	7,686
Fund Balance Appropriated	-	-	-
Ending Fund Balance	7,655	7,686	5,217
Recommended Fund Balance - 18%	-	-	450

Mission Statement

The Mission of the Alvah N. Belding Memorial Library is to lead in the delivery of quality library services, offer materials to meet the diverse needs of our community, inspire the reading interests of youth and persons of all ages, and support individual lifelong learning for all.

Narrative

The Alvah N. Belding Memorial Library is a vital community resource for information and programs. It is free, welcoming, flexible, and empowering. The board and staff believe an open and free library is fundamental to a free society. We inspire the public's trust through strong library service, transparent accountability, sound financial stewardship, and sustained productive partnerships. We value innovation, imagination and creativity while making wise use of our operational resources. We are committed to excellence in service and to full access to our facilities and resources.

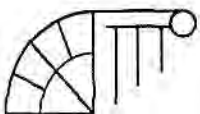
Further, we believe that libraries

- improve educational, cultural, and recreational opportunities
- support life-long learning for people of all ages
- promote literacy
- bridge the digital divide
- help people develop job skills and find employment
- support the individual's right to information
- are responsive to community needs
- are cost-effective information providers

Belding's first public library was established in 1890. In 1918, the library moved to its current location and became known as the Alvah N. Belding Memorial Library. In 2007, the original historic 8000 square foot building was expanded to 13,600 square feet with the addition of the Stanley and Blanche Ash Foundation Wing.

The library serves 11,000 residents. The legal geographical service area includes 5,757 residents from the City of Belding and, by contract, 2,282 residents from Otisco Township, 2,045 residents from Orleans Township, and 916 residents from Keene Township. As a member of the Ionia County Library Association and the Lakeland Library Cooperative, the Belding Library cooperates with the other member libraries, providing greater access to resources by sharing materials through reciprocal borrowing and patron initiated interlibrary loan. These resources can be accessed at the library or remotely from home or business via the Internet. The Belding Library also participates in the Michigan Electronic Library (MeL), providing patrons with access to materials from nearly 400 other Michigan libraries. The Alvah N. Belding Memorial Library has an extensive collection of local history and genealogical research information.

A five-member Board of Trustees, one City of Belding Council Liaison, and one Library Director, govern the operation of the library. Both the Library Board and The Friends of the Belding Library act as community liaisons to promote the use of the library and to advocate in support of libraries. The Friends of the Belding Library also provide support for needed equipment and program/service development.



ALVAH N. BELDING LIBRARY ...

EXPANDING OPPORTUNITIES, BUILDING COMMUNITY

Key Goals

- Minimize, to the extent possible, the impact of reduced and eliminated revenues on current usage levels of library materials, programs and services.
- Maintain the library facility in good condition and repair.
- Establish a library endowment fund.
- Seek Library of Michigan QSAC Essential Level Certification

FISCAL YEAR 2017-18 BUDGET

	271 LIBRARY FUND			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues:	Dept. 000			
403.000	County Tax Revenue	243,118	250,500	250,500
422.000	Memorial Book Donations	8,582	6,000	10,000
470.000	Miscellaneous Revenues	-	-	630
481.000	Lakeland Cooperative			1,250
567.000	State Library Grants	9,819	3,622	4,000
608.000	Charges for Services & Fees	224	100	200
609.000	Copier Fees	2,749	2,250	2,500
643.000	Vehicle & Equipment Sales	-	-	100
650.000	Sales	65	450	250
654.000	Penal Fines	74,031	62,381	75,000
659.000	Book Fines	3,234	2,000	3,020
664.000	CD Interest/USX	-	-	-
665.000	Revenues Trust Fund	24,574	35,245	35,000
666.000	Interest on Investment	431	1,000	5,000
667.000	Picture Rent Account	198	150	150
673.000	Video Cassettes	1,229	1,300	2,000
674.000	Audio Books	986	600	1,000
675.000	Donations	20,970	116,205	18,500
676.100	Donations-Youths Services	305	250	1,500
675.003	Donations-Lib Building Fund	-	-	2,000
	Total Revenues 000	390,514	482,053	412,600

FISCAL YEAR 2017-18 BUDGET

		271 LIBRARY FUND			
		790 LIBRARY			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18	

Expenditures: Dept. 790

701.000	Salaries Full Time	87,423	117,000	114,300
702.000	Salaries Part Time	35,832	24,500	26,000
704.000	Employee Benefits	16,985	18,000	20,500
727.000	Departmental Supplies	6,567	5,500	5,000
744.000	Video Cassettes	1,744	4,500	1,500
744.001	Audio Books	1,472	800	770
746.000	Memorials-Books	8,136	5,000	8,000
746.001	Memorials-Non-Books			2,000
747.000	Donations-Books	9,273	25,000	7,000
747.001	Donations-Non-Books	-	-	5,000
751.000	Paintings	-	-	-
801.000	Professional & Contractual	4,380	4,000	3,380
808.000	Subscriptions & Memberships	3,940	2,000	1,500
809.000	Education & Training	2,119	600	1,000
811.000	Maintenance & Service	34,620	35,000	30,000
813.000	Miscellaneous Expenses	477	150	250
816.000	Youth Services Program	2,647	1,750	1,500
748.000	Adult Services Program		250	250
751.000	Tenn Services Program		750	500
817.000	Electronic Access	18,989	17,000	20,000
820.000	Telephone	220	397	250
831.000	Travel	899	750	1,000
850.500	USF Bal Comm foundation		34,109	
921.000	Utilities	25,910	26,000	26,000
933.000	Off. Equip. Repair & Maint.	-	-	-
959.000	Transfer Out - Fund 677	26,647	33,489	36,900
965.371	Transfer to Library Debt Fund	110,573	85,000	96,000
975.000	Building Improvements	-	-	-
979.000	Equipment	3,360	1,400	500
980.000	Capital Improvements	-	-	-
982.000	Books	6,021	11,000	3,500
	Total Expenditures 790	408,234	453,945	412,600

Fund Balance:

Revenues Over (Under) Expenditures	(17,720)	28,108	-
Beginning Fund Balance	196,087	178,367	206,475
Ending Fund Balance	178,367	206,475	206,475
Recommended Fund Balance - 18%	73,482	81,710	74,268

City of Belding

Museum Fund

Mission Statement

The Belding Museum is an educational institution whose mission is to collect, preserve, and present the natural, cultural and social history of the Belding area.

Narrative

The Belding Museum is owned and operated by the City of Belding. The Board of Trustees, an independent citizen body appointed by the City Council, governs the Museum and its operations.

Since 1987, the Museum, located on two floors of the historic Belrockton, has been committed to serving the community as an educational institution. It is open to the public the first Sunday of each month. Throughout the year it hosts special events and school tours. The Museum offers speakers to visit classes and community groups to provide historical programs.

Key Goals

- To enrich the general public through interpretation and dissemination of knowledge regarding its collection.
 - To encourage visitors to explore the relationships between the natural environment and human culture.
-

FISCAL YEAR 2017-18 BUDGET

276 MUSEUM FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

422.000	Memorial Donations	-	1,000	100
651.000	Fund Raisers	1,607	500	1,500
666.000	Interest on Investments	293	300	200
666.500	Interest Endowment (ICCF)	-	-	-
675.000	Donations	16,569	19,000	12,000
675.050	Donations Children Mus. 2nd flr. Belrockton	657	200	500
Total Revenues 000		19,126	21,000	14,300

Expenditures: Dept. 804

702.000	Salaries-Part Time	565	500	600
704.000	Employee Benefits	105	50	100
727.000	Departmental Supplies	1,123	1,000	1,500
745.000	Fund Raisers	-	500	500
749.000	Museum Displays	1,731	1,500	2,400
749.005	Museum Children 2nd Floor Belrockton	-	500	1,000
808.000	Subscriptions & Memberships	300	250	300
813.000	Miscellaneous Expenses	-	-	100
831.000	Travel	-	-	-
901.000	Advertising	25	300	300
903.000	Printing	25	100	500
931.000	Buildings Repair & Maintenance	5,356	7,000	7,000
931.500	(ICCF) Bldg. & Ground Maint.	-	-	-
Total Expenditures 804		9,230	11,700	14,300

Fund Balance:

Revenues Over (Under) Expenditures	9,896	9,300	-
Beginning Fund Balance	63,145	73,041	82,341
Ending Fund Balance	73,041	82,341	82,341
 Recommended Fund Balance - 18%	 1,661	 2,106	 2,574

City of Belding**SRF Bond Payment Fund**

This fund is set up solely to meet the requirements of the State of Michigan, which require that bond payments be paid out of a debt retirement fund. Therefore, the \$107,572 transfer from the Sewer Fund is solely to pay the debt on the \$1.746 million bond issue. Correspondingly, there is a \$107,572 payment out of this fund to pay the debt. Final payment is in 2027/28.

FISCAL YEAR 2017-18 BUDGET

368 SRF BOND PAYMENT FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

666.000	Interest On Investments	-	-	-
676.590	Transfer from Sewer Fund	16,109	17,000	17,000
698.000	Fund Balance Appropriated	-	-	-
Total Revenues 000		16,109	17,000	17,000

Expenditures: Dept. 906

995.000	Debt Service - Principal		-	-
996.000	Debt Service - Interest	16,108	17,000	17,000
Total Expenditures 906		16,109	17,000	17,000

Fund Balance:

Revenues Over (Under) Expenditures	-	-	-
Beginning Fund Balance	-	-	-
Ending Fund Balance	-	-	-
 Recommended Fund Balance - 18%	 2,900	 3,060	 3,060

City of Belding**Building Authority Debt Fund**

This fund is set up solely to meet the requirements of the State of Michigan, which require that bond payments be paid out of a debt retirement fund. The \$81,325 transfer from the General Fund is solely to pay the debt on the \$950,000 bond issue. Correspondingly, there is a \$81,325 payment out of this fund to pay the debt. Final payment is in 2020/21.

FISCAL YEAR 2017-18 BUDGET

	369 BUILDING AUTHORITY DEBT FUND			
ACCOUNT	LINE-ITEM PARK CAPITAL IMPROVEMENT	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

470.000	Miscellaneous Revenues	-	-	-
666.000	Interest on Investments	-	-	-
676.101	Transfer from General Fund	81,325	81,325	81,325
	Total Revenues 000	81,325	81,325	81,325

Expenditures: Dept. 906

995.000	Debt Service-Principal	65,000	60,000	60,000
996.000	Debt Service-Interest	17,294	21,325	21,325
	Total Expenditures 906	82,294	81,325	81,325

Fund Balance:

Revenues Over (Under) Expenditures	(969)	-	-
Beginning Fund Balance	3,851	2,882	2,882
Ending Fund Balance	2,882	2,882	2,882
 Recommended Fund Balance - 18%	 14,813	 14,639	 14,639

City of Belding**CIB Bond Payment Fund**

This fund is set up solely to meet the requirements of the State of Michigan, which require that bond payments be paid out of a debt retirement fund. Therefore, the \$81,590 transfer from the Sewer Fund is solely to pay the debt on the \$995.0 thousand bond issue. Correspondingly, there is an \$81,590 payment out of this fund to pay the debt. Final payment is in 2027/28.

FISCAL YEAR 2017-18 BUDGET

370 CIB BOND PAYMENT FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

666.000	Interest On Investments	-	-	-
676.590	Transfer from Sewer Fund	32,820	80,550	80,550
Total Revenues 000		32,820	80,550	80,550

Expenditures: Dept. 906

801.000	Professional & Contractual	750	750	750
995.000	Debt Service - Principal	(32,820)	45,000	45,000
996.000	Debt Service - Interest	65,640	34,800	34,800
Total Expenditures 906		33,570	80,550	80,550

Fund Balance:

Revenues Over (Under) Expenditures	(750)	-	-
Beginning Fund Balance	4,288	3,538	3,538
Ending Fund Balance	3,538	3,538	3,538
Recommended Fund Balance - 18%	6,043	14,499	14,499

City of Belding**Library Debt Fund**

This fund is set up solely to meet the requirements of the State of Michigan, which require that bond payments be paid out of a debt retirement fund. Therefore, the \$96,000 transfer from the Library Fund and \$0.0 estimated from revenue over expenditures are solely to pay the debt on the \$2.810 million bond issue. Correspondingly, there is a \$95,557 payment out of this fund to pay the debt. Final payment is in 2045/46.

FISCAL YEAR 2017-18 BUDGET

371-LIBRARY DEBT FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

666.000	Interest on Investments	54	-	-
676.271	Transfer from Library	110,573	85,000	96,000
677.000	Donations Library Building Fund	-	-	-
Total Revenues 000		110,627	85,000	96,000

Expenditures: Dept. 906

965.372	Transfer to Lib Bond Redeem 372	-		
995.000	Debt Service-Principal	30,000	30,000	30,000
996.000	Debt Service-Interest	65,578	65,577	65,557
Total Expenditures 906		95,578	95,577	95,557

Fund Balance:

Revenues Over (Under) Expenditures	15,049	(10,577)	443
Beginning Fund Balance	13,445	28,494	17,917
Ending Fund Balance	28,494	17,917	18,360
Recommended Fund Balance - 18%	17,204	17,204	17,200

City of Belding**Library Bond Redemption Fund**

This fund is set up solely to meet the requirements of the State of Michigan, which require that bond redemption payments be paid out of a bond redemption fund. Therefore, the annual donations collected from Library Building expansion pledges and any excess in the debt Library Fund after annual debt payment are used to redeem Library bonds in February of each year. The bond redemption will reduce the annual debt payments and interest over the life of the bonds.

FISCAL YEAR 2017-18 BUDGET

372-LIBRARY BOND REDEMPTION				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

676.371	Transfer from Lib Debt Fund 371	-		
677.000	Donations Library Building Fund	3,000	-	-
Total Revenues 000		3,000	-	-

Expenditures: Dept. 906

804.000	Legal Services	-	-	-
987.100	Lib Bond Redemption Fund	-		
Total Expenditures 906		-	-	-

Fund Balance:

Revenues Over (Under) Expenditures	3,000	-	-
Beginning Fund Balance	6,851	9,851	9,851
Ending Fund Balance	9,851	9,851	9,851
 Recommended Fund Balance - 18%	 1,773	 1,773	 1,773

FISCAL YEAR 2017-18 BUDGET

		402 CAPITAL IMPROVEMENTS FUND		
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

403.000	Property Taxes	328,143	162,000	170,000
423.000	In Lieu of Taxes	800	800	800
539.015	DNR Grant Rails to Trails	-	-	-
539.056	Fed Grant S Bridge Section 1	-	375,000	-
539.057	Fed Grant S Bridge Section 2	375,000	-	-
549.500	MDNR Silk City Ext Lib to Ash	-	35,340	-
666.000	Interest on Investments	258	3,500	-
675.060	Donations-Skate Park	-	-	-
675.080	Donations- Smash Park			
676.101	Transfer from General Fund	375,000	-	-
Total Revenues 000		1,079,201	576,640	170,800

Expenditures: Dept. 901

965.101	Transfer to General Fund	-	375,000	-
965.203	Transfer to Local Streets	-	40,000	114,738
980.001	Walkway Improvements Rails to Trails	53,994	-	-
980.000	Capital Improvements	-	-	-
980.005	Silk City Nature Trail	3,323	-	-
980.026	Main St. Bridge Project 14/15	348	-	-
980.027	City Hall Improvements	-	-	-
980.036	Pathway ext 500 ft Lib to Ashfield Brid	11,233	-	-
980.042	Washington & Hall St. Reconstruction	604	-	-
980.045	Ava White Trust 54 Ac			
980.056	S. Bridge St. Section 1	691,365	-	-
980.057	S. Bridge St. Section 2			
995.000	Debt Service Principal - Parking lot	41,057	41,057	46,921
996.000	Debt Service Interest - Parking lot	15,162	15,003	9,141
Total Expenditures 901		817,086	471,060	170,800

Fund Balance:

Revenues Over (Under) Expenditures	262,115	105,580	-
Beginning Fund Balance	516,204	778,319	883,899
Ending Fund Balance	778,319	883,899	883,899
Recommended Fund Balance - 18%	147,076	84,791	30,744

Mission Statement

To provide comfortable, safe, affordable and efficient transportation services to the public, through the conscientious efforts to operate within the constraints of our budget.

Narrative

This is accomplished through the efforts of the Dial-A-Ride Staff, City Manager, and other City Staff members.

Dial-A-Ride Administration utilizes every means available to secure Federal & State funding, Grants, and Contracts to reduce local costs. The Dial-A-Ride staff is encouraged to participate in methods of conserving our resources in order to contain our operating costs. Dial-A-Ride is experiencing some challenging times with the decrease in State funding for our program. We have made adjustments to our bus service to run more efficiently and with the increase in fuel costs for our buses, and heating costs for our facility. We work to keep our operational costs down as much as possible.

The administration office of Dial-A-Ride prepares all the State and Federal reports, rider ship trends, and counts, all other information deemed necessary for the Department of Transportation. The budget for the State and City is prepared by the DART Director, with assistance from our financial administrator, and City Manager. All MDOT Capital and financial contracts are administered and overseen by the DART Director. All Capital requests for 5309 earmarks from the Legislator are the Directors responsibility. Follow-up on all contracts for reimbursements is part of the administration services of the Dial-A-Ride. The Director also oversees the DART drug testing program and requirements. Other methods to reduce costs are accomplished by Dial-A-Ride Staff cleaning our facility, and taking care of minor maintenance of our building. The Director also serves as a full-time dispatcher for the bus system.

Part-time dispatch staff, and drivers when necessary provide relief dispatching. Part-time dispatch work three hours a day on weekdays, and five hours on Saturdays. Only one dispatcher is on duty at a time to handle all incoming calls and transmissions to the drivers. All drivers have been cross trained, which helps to reduce our costs. The dispatchers are responsible to be courteous when answering the incoming calls and relaying the information to the drivers, also all calls are logged in, coordinating of routes, and keeping track of all complaints and concerns which are passed on to the Director for follow-up action. The dispatch is also responsible for keeping the office space and depot neat and clean.

Our driver staff consists of one full-time and five part-time employees. All drivers handle the school bus routes, in town routes, and the Ionia Routes. All drivers are responsible for the daily pre-trip inspection of the buses, and are to report all maintenance repairs to dispatch. All daily driver logs are prepared by the drivers, which contain vital information necessary for our State and Federal Reporting of passenger stats. The drivers

are responsible for collecting the fares. Fare boxes are emptied every other day and counted by the finance department, along with staff from Dial-A-Ride to maintain internal controls. The drivers are responsible for picking up passengers and dropping them off in a timely fashion, with respect to all traffic rules and regulations. The drivers are expected to treat their customers with respect and courtesy, maintain order on buses; any complaints about unruly customers are handled ASAP by the director. Problems with student riders are handled through a written conduct report, signed by the driver, director, and the parent has to sign the conduct before the student is allowed to get back on the bus, this process has worked well for us. The Dial-A-Ride drivers perform all on road training of new drivers, with a follow-up road test performed by the director. Any problems with a new driver are to be reported to the director with follow-up action from the director. The director does all additional training of new staff and current staff. All DART staff is to be in attendance of requested meetings and training.

DART Staff has found that cross training of employees is essential in reducing operating costs to the bus system, and helps all members of staff have a clear understanding of the complete operation. Our goals are listed below.

Key Goals

- Continue to work to maintain our service yet stay within our budget.
- Work with Ionia Dial-A-Ride for Continuation of our Job Access Contract for additional revenues.
- Apply for funding for a back-up generator system for the Depot as well as the DART Garage. In the event that we would lose power this system would show itself to be extremely important.
- Complete contract Z6 for new heating/cooling system for the Depot, fire suppression for our bus garage and exterior lighting around the Depot. Complete Z8 contract through MDOT for maintenance equipment for the DART Garage. This contract will be completed when received back from MDOT all these grants with the exception of the stimulus grant that is 100% federal funding are funded with 80% federal, and 20% state matching funds.
- We are still providing service under contract for the Job Access with Ionia DART; we will be working on a contract for 2014/15 later this year.
- Still continue to work with the Greenville Transit for the transfer point into Greenville, hope to continue this route, benefit to Belding and Greenville.

FISCAL YEAR 2017-18 BUDGET

	588 DIAL-A-RIDE FUND			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

470.000	Miscellaneous Revenues	-	-	-
510.000	Dial-A-Ride State Reimb.	119,899	127,741	136,982
511.000	Dial-A-Ride Fares	34,699	34,000	36,000
529.000	Federal Reimbursement	-	-	-
559.000	DART Bus Grant - State	-	-	-
613.000	Dart Contracted Fares	39,200	55,000	55,000
643.000	Vehicle & Equipment Sales	-	-	1,000
666.000	Interest on Investment	170	150	100
676.101	Transfer from General Fund	40,000	40,000	80,000
	Total Revenues 000	233,969	256,891	309,082

Expenditures: Administrative Dept. 540

701.000	Salaries Full Time	16,845	25,000	32,000
704.000	Employee Benefits	2,969	4,000	5,650
727.000	Departmental Supplies	-	-	-
809.000	Education & Training	2,139	8,000	6,000
809.001	RTAP - Training	-	-	-
811.000	Maintenance & Service	1,580	2,100	2,000
901.000	Advertising	-	-	-
903.000	Printing	-	-	-
946.000	Charges for Admin. Services	14,268	14,268	14,268
955.000	Transfer Out - Fund 606	4,500	4,500	4,500
959.000	Transfer Out - Fund 677	4,021	2,000	10,000
979.000	Equipment	-	-	-
	Total Administrative 540	46,321	59,868	74,418

Expenditures: Maintenance Dept. 541

811.000	Maintenance & Service	6,388	2,000	1,000
930.000	Motor Vehicle Maintenance	14,579	10,000	10,000
931.000	Buildings Repair & Maintenance	292	3,000	-
957.000	Transfer Out -Fund 661	984	-	-
	Total Maintenance 541	22,243	15,000	11,000

FISCAL YEAR 2017-18 BUDGET

	588 DIAL-A-RIDE FUND			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Expenditures: Operations Dept. 542

701.000	Salaries Full Time	31,192	31,661	32,300
702.000	Salaries Part Time	95,140	101,419	97,050
703.000	Salaries Overtime	-	-	-
704.000	Employee Benefits	16,959	20,360	20,000
732.000	Motor Fuel	20,633	21,000	20,000
811.000	Maintenance & Service	1,364	2,000	1,000
813.000	Miscellaneous Expenses	-	-	-
820.000	Telephone	4,193	2,000	4,000
921.000	Utilities	11,260	10,000	12,000
955.000	Transfer Out-Fund 606	6,096	6,096	6,129
956.000	Transfer Out-Fund 631	2,052	3,636	2,980
959.000	Transfer Out - Fund 677	18,396	9,916	20,215
979.000	Equipment			
979.003	Window & Alarm Project 09	-	-	-
979.004	Fire Supp Heat Cool Ext Lights	-	-	-
993.000	Equipment Depreciation	36,821	37,000	40,000
	Total Operations 542	244,106	245,088	255,674

DIAL-A-RIDE TOTAL	312,670	319,956	341,092
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Net Assets:

Change in Net Assets	(78,701)	(63,065)	(32,010)
Beginning Net Assets	590,179	511,478	448,413
Ending Net Assets	511,478	448,413	416,403

Cash:

Surplus (Shortfall) - Excludes Deprec.	(41,881)	(26,065)	7,990
Beginning Working Capital	82,222	40,341	14,276
Ending Working Capital	40,341	14,276	22,266

City of Belding

Sewer Fund

Mission Statement

To maintain the sanitary sewer system to ensure that it is properly functioning in accordance with designed capacities.

Narrative

There are approximately thirty miles of sanitary sewer in the City of Belding. All customers are located within the jurisdictional boundaries of the city. The system has seven lift stations and a lagoon treatment facility. The lagoons rated capacity is 1.5 million gallons of water per day. Currently the system receives between 700,000 to 800,000 a day.

The Sewage Collection Division is responsible for maintaining designed sewerage flows through maintenance of the City-owned sanitary sewer systems to insure proper functioning.

Staff conducts thorough and responsible sewer and utility inspections. Personnel continually repair and restore damaged utility structures and sewer lines. Included among the duties is the maintenance of the lagoon ponds to assure proper functioning for the temporary retention of sewer water.

Debris is removed from the system to prevent blockages. Cracked or broken pipes, roots or other problems are located and resolved.

Personnel respond to calls regarding sewer back-ups and/or blockages. Blockages are investigated, located, and relieved through sewer cleaning. If internal plumbing problems or sump pump malfunction is the cause, advice and assistance is provided. Residential and commercial sewer tap installations and utility structures (sanitary manholes) are inspected prior to the issuance of final occupancy permits.

Sanitary structures are rebuilt or repaired on a priority basis. Repairs to sanitary sewers are initiated as required. Personnel also reseed areas due to utility structure repair, water main breaks, and snow/ice control activities.

Emergency flooding conditions are responded to 24 hours a day, seven days a week. Known sanitary sewer system and lift station problem areas are checked for surcharging and proper operation daily and during heavy rainfall.

Sanitary sewer pumping stations are inspected once a day. The lagoons are inspected daily for maintenance operation, hazardous conditions and appearance. Grass and weeds

in retention ponds are cut and trimmed on a scheduled basis. Personnel also perform bank stabilization, erosion, and fence repairs.

Key Goals

- To provide a systematic preventative maintenance sanitary sewer cleaning program to prevent sewer blockages.
- To provide efficient and economical maintenance, repair and restoration of the Cities sanitary and storm sewer systems.
- To provide an efficient, competent, responsible sewer connection and utility inspection program.
- To assure safe, well maintained, functioning storm water retention basins for temporary detention of storm water run-off without damaging our stream ecology while preventing street and basement flooding.
- To minimize infiltration into the sanitary sewer system through inspection and an ongoing rehabilitation program.

FISCAL YEAR 2017-18 BUDGET

590 SEWER FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

462.000	Fees & Permits	55,043	50,000	50,000
470.000	Miscellaneous Revenues			
471.000	Water/Sewer Penalty Charge	13,503	12,000	12,000
539	SAW GRANT	314,035	192,179	-
608.000	Charges for Services and Fees	921,340	875,000	926,000
608.500	Charges Pitsch Leachate	179,208	100,000	100,000
610.000	Sewer Connection Fees	2,800	1,400	-
666.000	Interest on Investments	2,626	4,000	3,000
Total Revenues 000		1,488,555	1,234,579	1,091,000

Expenditures: Dept. 465

701.000	Salaries Full Time	110,486	120,000	100,000
702.000	Salaries-Part Time	(10,069)	-	3,000
703.000	Salaries Overtime	15,826	16,000	16,000
704.000	Employee Benefits	23,176	24,000	22,000
727.000	Departmental Supplies	2,593	3,000	3,700
730.000	Uniforms	1,351	400	1,000
733.000	Laboratory Supplies	2,385	2,500	2,500
735.000	Chemical Supplies	45,789	50,000	80,000
801.001	Professional Comm. Development	-	-	-
803.000	Engineering	61,402	20,000	60,000
809.000	Education & Training	310	500	1,000
811.000	Maintenance & Service	242,530	40,000	147,497
820.000	Telephone	3,402	1,000	2,000
831.000	Travel	-	-	400
921.000	Utilities	58,457	50,000	60,000
932.500	Saw Grant	332,384	165,000	
935.000	Sanitary Sewer Maint.	23,085	25,000	40,000
946.000	Charges for Admin. Services	41,177	43,900	41,868
955.000	Transfer Out - Fund 606	33,000	60,000	56,000
956.000	Transfer Out - Fund 631	10,008	10,008	10,000
957.000	Transfer Out - Fund 661	29,936	84,000	94,600
959.000	Transfer Out - Fund 677	45,223	55,083	24,085
965.368	Transfer Bond Pay 368 SRF	16,109	18,000	18,000
965.370	Transfer Bond Pay 370 CIP	32,820	35,000	35,000
973.005	W Ellis & Stocking Lift Station	-	-	-
974.000	Buildings	9	-	1,000
980.042	Washington & Hall St. Reconstruction			
988.000	CSO Bonds	11,555	-	-
988.101	SRF Bonds Interest	(10,915)	750	750
993.000	Equipment Depreciation	84,954	269,880	270,000
Total Expenditures 465		1,206,984	1,094,021	1,091,000

Net Assets:

Change in Net Assets *	281,571	140,558	-
Beginning Net Assets	5,340,089	5,621,660	5,762,218
Ending Net Assets	5,621,660	5,762,218	5,762,218

Cash:

Surplus (Shortfall) - Excludes Deprec.	366,525	410,438	270,000
Beginning Working Capital	1,026,760	1,393,285	1,803,723
Ending Working Capital	1,393,285	1,803,723	2,073,723

City of Belding

Water Fund

Mission Statement

To provide a clean, reliable and reasonably priced water supply to our residents, commercial and industrial customers.

Narrative

The DPW maintains approximately thirty miles of water main ranging in size from 8" to 16". Four water wells service the system, which can pump approximately 5,000,000 gallons of water in a twenty-four hour period. There are two 500,000 gallon elevated storage tanks. The city services over 1,800-metered customers, of which only one is outside the city limits.

The Water Department assures the accurate and continuous reading of residential, commercial, and industrial water meters, conversion of older metering systems to the remote system, and the maintenance and service of water meters.

Personnel respond promptly to numerous service request calls regarding the water distribution system in order to assist the residential and business community.

Fire hydrants are maintained to ensure that they are in properly functioning order. The economical and efficient maintenance and repair of the water distribution system is of utmost concern.

Residents' water shut-off boxes are checked and repaired if necessary. City-owned wells, valves, and meter pits are inspected for repairs, and cleaning. Personnel also inspects and repairs water services, damaged water shut-offs, leaking curb stop boxes as well inspects, assists, and supervises subcontractor installation of water mains.

An inventory is maintained of all materials used in the operating of the water division program, the upkeep of the city garage area, storage area and meter shop.

Residential, commercial and industrial water meters are read quarterly. Personnel read and perform rechecks as requested by homeowners and customers to check for high, low, or questionable reads.

Key Goals

- To provide efficient and economical maintenance and repair of the water distribution system.
- To assure accurate and continuous reading of residential, commercial and industrial water meters.
- To maintain all fire hydrants in a properly functioning condition to support fire fighting throughout the City.
- To inspect commercial/industrial establishments for cross connections and proper backflow prevention in order to protect the water system from contamination.
- To review construction plans for future development of the system and inspect new connections for proper installation.

FISCAL YEAR 2017-18 BUDGET

591 WATER FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

470.000	Miscellaneous Revenues	1,482	1,500	2,000
471.000	Water/Sewer Penalty Charge	7,428	7,000	7,500
608.000	Charges for Services & Fees	837,016	800,000	850,000
611.000	Water Connection Fees	2,100	1,400	2,000
666.000	Interest on Investments	1,664	2,200	2,000
Total Revenues 000		849,690	812,100	863,500

Expenditures: Dept. 466

701.000	Salaries Full Time	126,623	130,000	115,000
702.000	Salaries-Part Time	(1,297)	-	3,000
703.000	Salaries Overtime	14,054	18,000	15,000
704.000	Employee Benefits	24,210	30,000	30,000
727.000	Departmental Supplies	3,303	3,500	3,200
730.000	Uniforms	-	200	-
733.000	Laboratory Supplies	555	2,200	2,000
735.000	Chemical Supplies	33,232	35,000	35,000
801.000	Professional & Con. Services	6,881	11,000	10,000
803.000	Engineering Svcs.	-	300	500
808.000	Subscriptions & Memberships	4,327	4,200	4,300
811.000	Maintenance & Service	39,457	40,000	120,000
813.000	Miccellaneous Expenses	-	-	-
831.000	Travel	1,607	1,000	1,200
921.000	Utilities	103,394	100,000	100,000
931.000	Building Repair & Maint.	418	600	500
932.500	Saw Grant	-	-	-
937.000	Water System Maint.	31,845	25,000	30,000
946.000	Charges for Admin. Services	40,700	43,900	41,868
955.000	Transfer Out - Fund 606	33,300	40,000	56,000
956.000	Transfer Out - Fund 631	10,008	10,008	10,000
957.000	Transfer Out - Fund 661	63,684	63,000	94,600
959.000	Transfer Out - Fund 677	39,491	40,000	36,484
979.000	Equipment	-	1,000	-
980.042	Washington & Hall St. Recons	-	-	-
993.000	Equipment Depreciation	166,672	173,640	175,000
994.000	DWRF Debt Service	7,219	8,000	8,000
Total Expenditures 466		749,682	780,548	891,652

Net Assets:

Change in Net Assets *	100,008	31,552	(28,152)
Beginning Net Assets	3,830,392	3,930,400	3,961,952
Ending Net Assets	3,930,400	3,961,952	3,933,800

Cash:

Surplus (Shortfall) - Excludes Deprec.	236,680	175,192	116,848
Beginning Working Capital	446,117	682,797	857,989
Ending Working Capital	682,797	857,989	974,837

City of Belding

Internal Service Fund

Mission Statement

To budget and account for centralized services provided to other funds and departments on a cost-reimbursement basis.

Narrative

This fund centralizes several services that many funds and departments utilize throughout the fiscal year. These services include postage, legal fees, audit fees, maintenance contracts, computer operations, telephone, advertising, and property and liability insurance.

The revenues for this fund are derived from several funds and departments, which use the services. A percentage based on estimated use of these services is applied to each fund and department to arrive at the amount to charge.

Key Goals

- To provide an efficient means of accounting for centralized services which benefit a number of City departments.

FISCAL YEAR 2017-18 BUDGET

606 INTERNAL SERVICE FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

470.000	Miscellaneous Revenues	-	-	-
608.000	Charges for Svc. & Fees	221,976	230,000	280,000
666.000	Interest on Investments	-	-	-
698.000	Fund Balance Appropriated	-	-	-
Total Revenues 000		221,976	230,000	280,000

Expenditures: Dept. 258

727.000	Departmental Supplies	22,672	25,000	25,000
801.000	Prof. & Contractual Svc	1,895	-	-
803.000	Engineering Services	-	-	-
804.000	Legal Services	43,782	60,000	55,000
807.000	Audit	13,790	20,000	20,000
811.000	Maintenance & Service	7	-	-
813.000	Miscellaneous Expenses	3,216	3,000	3,500
814.000	Computer Service	33,876	30,000	45,000
820.000	Telephone	8,752	9,000	10,000
901.000	Advertising	2,376	3,000	3,000
915.000	Insurance and Bonds	86,298	87,000	87,000
979.000	Equipment	-	-	-
993.000	Equipment Depreciation	2,311	2,500	2,500
Total Expenditures 258		218,975	239,500	251,000

Fund Balance:

Revenues Over (Under) Expenditures	3,001	(9,500)	29,000
Beginning Fund Balance	16,236	19,237	9,737
Ending Fund Balance	19,237	9,737	38,737
 Recommended Fund Balance - 18%	 39,415	 43,110	 45,180

City of Belding

Building & Grounds Maint Fund

Mission Statement

To budget and account for the maintenance of three City facilities in order to create a clean and safe environment, for the benefit of the residents and staff of the City of Belding.

Narrative

The existence of this fund is to account for expenditures related to City Hall, the Depot, and the Belrockton. These expenditures include janitorial supplies, maintenance costs, utility costs, dumpster fees, and repair projects.

Key Goals

- To operate efficiently and to effectively maintain the City's facilities.
- To meet all safety standards prescribed by the State and Federal regulations.
- To ensure preventive maintenance programs to operate at safe and optimum efficiency.
- To guarantee that residents and employees of Belding have clean and safe facilities to carry on their day-to-day business.

FISCAL YEAR 2017-18 BUDGET

		631 BUILDING & GROUNDS MAINT FUND		
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

470.000	Miscellaneous Revenues	-	-	-
608.000	Charges for Services & Fees	99,137	100,000	105,000
666.000	Interest on Investments	-	200	-
Total Revenues 000		99,137	100,200	105,000

Expenditures: Dept. 265

811.000	Maintenance & Service	7,565	10,000	10,000
921.000	Utilities	35,193	36,000	39,000
931.000	Buildings Repair & Maint.	9,931	25,000	30,000
980.027	City Hall Improvements	25,232	-	10,000
993.000	Equipment Depreciation	15,488	16,000	16,000
Total Expenditures 265		93,409	87,000	105,000

Fund Balance:

Revenues Over (Under) Expenditures	5,729	13,200	-
Beginning Fund Balance	118,962	124,691	137,891
Ending Fund Balance	124,691	137,891	137,891
Recommended Fund Balance - 18%	16,814	15,660	18,900

City of Belding

Motor Pool Fund

Mission Statement

To efficiently and economically maintain the City-owned fleet of vehicles and equipment in a safe, proper functioning condition.

Narrative

Motor Pool is responsible for maintaining the City-owned fleet of vehicles and equipment in a safe, properly functioning condition. An adequate parts inventory is maintained in order to complete repairs in a timely manner to minimize down time.

The department provides a "ready to serve" ability. Twenty-four (24) hour service is available for repairs required on snow removal equipment during a snow emergency, pumps during flood control operations, or Police, Fire and Ambulance vehicle needs.

This program includes the maintenance and repair of the City-owned fleet of vehicles and equipment on an as needed basis. Approximately 60 pieces of equipment and 100 additional pieces of equipment ranging from chain saws to tractors are repaired. Preventative maintenance is performed on all vehicles or pieces of equipment. Motor Pool checks and winterizes the entire City fleet of vehicles and equipment each year prior to November 15, except fire trucks, and provides road call service to repair vehicles in the field to minimize down time.

Motor Pool performs welding, cutting, fabrication, or repair of park gates, play apparatus, bike racks, bleachers and many other repair projects. This involves the planning and designing of modifications performed on various pieces of equipment.

Another responsibility of Motor Pool is to maintain an up-to-date inventory of frequently used parts. This inventory system ensures that a sufficient quantity of proper parts, tools, and materials are stocked. Personnel also distribute parts and tools as necessary.

Motor Pool maintains its own records and files. On a daily basis, a record is kept of fuel being consumed for each vehicle.

Motor Pool also performs an annual physical inventory to count and record each stock item identifying quantity, location, and price.

Key Goals

- To provide an effective vehicle/equipment repair program in order to maintain a full complement of vehicles/equipment in service.
- To maintain an adequate parts inventory to minimize downtime.
- To provide a preventative maintenance program on a scheduled basis consistent with manufacturer's recommendations and professional standards.
- To provide preseason maintenance and winterization programs for spring/winter equipment.
- To recommend specifications for the purchase of vehicles/equipment and the economical replacement of the City fleet.

FISCAL YEAR 2017-18 BUDGET

	661 MOTOR POOL FUND			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

470.000	Miscellaneous Revenues	-	130	-
608.000	Charges for Services & Fees	250,344	300,000	430,000
639.000	Police Maintenance	12,098	10,000	14,000
640.000	DART Maintenance	8,459	8,000	13,000
643.000	Vehicle & Equipment Sales	1,800	-	-
666.000	Interest on Investments	684	700	700
676.606	Transfer from Internal Service	-	-	-
	Total Revenues 000	273,385	318,830	457,700

Expenditures: Dept. 536

701.000	Salaries Full Time	30,057	40,000	66,200
702.000	Salaries Part Time	3,630		
703.000	Salaries Overtime	3,412	1,000	1,000
704.000	Employee Benefits	6,724	11,244	15,000
727.000	Departmental Supplies	21,200	22,000	23,000
730.000	Uniforms	-	100	300
732.000	Motor Fuel	28,652	30,000	30,000
734.000	Janitorial Supplies	736	1,000	1,000
809.000	Education & Training	519	1,000	300
811.000	Maintenance & Service	83,820	85,000	85,000
813.000	Miscellaneous Expenses	-	-	-
820.000	Telephone	1,141	2,000	2,000
921.000	Utilities	15,675	16,000	18,000
946.000	Charges for Admin. Services	11,000	11,900	11,300
955.000	Transfer Out - Fund 606	16,668	18,488	17,383
959.000	Transfer Out - Fund 677	23,163	13,928	18,488
975.000	Building Improvements	9,560	10,000	2,000
978.000	Motor Vehicles	-	30,000	36,000
979.000	Equipment	-	-	-
993.000	Equipment Depreciation	117,831	125,000	130,000
	Total Expenditures 536	373,787	418,660	456,971

Net Assets:

Change in Net Assets *	(100,402)	(99,830)	729
Beginning Net Assets	843,630	743,228	643,398
Ending Net Assets	743,228	643,398	644,127

* Account 978 deducted from total expenditure amount for last three columns.

Cash:

Surplus (Shortfall) - Excludes Deprec.	17,429	25,170	130,729
Beginning Working Capital	829,391	846,820	871,990
Ending Working Capital	846,820	871,990	1,002,719

City of Belding

Health Insurance

Mission Statement

To budget and account for the employees and retirees health insurance benefits.

Narrative

The health insurance premiums are paid out of this fund. Transfers from other departments based on the actual number of employees are brought in as revenues. Revenues have been broken down showing the amount received from the Library, Housing Commission, Retirees, and from other departments.

Key Goals

- To monitor the City's health insurance program to insure that the employees and retirees receive a comprehensive health care plan, taking into consideration the costs to provide such a plan.

FISCAL YEAR 2017-18 BUDGET

	677 HEALTH INSURANCE FUND			
ACCOUNT	LINE ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2018/19

Revenues: Dept. 000

601.000	Employee Contributions	99,678	101,357	101,300
602.000	Library Health Care	26,647	53,558	36,900
603.000	Housing Commission Health Care	22,500	22,500	22,500
604.000	Retirees Health Care	18,977	12,000	23,000
608.000	Charges for Services & Fees	412,489	422,901	415,000
666.000	Interest on Investments	-	-	-
Total Revenues 000		580,292	612,316	598,700

Expenditures: Dept. 858

750.500	Med Deductible Self Insurance	-	-	-
801.000	Professional & Contractual Services	6,287	7,000	8,000
801.100	Insurance Premiums	553,221	534,880	590,700
Total Expenditures 858		559,508	541,880	598,700

Fund Balance:

Revenues Over (Under) Expenditures	20,784	70,436	-
Beginning Fund Balance	23,253	44,037	114,473
Ending Fund Balance	44,037	114,473	114,473
Recommended Fund Balance - 18%	100,711	97,538	107,766

City of Belding

River Ridge Cemetery

Old Belding Cemetery

Mission Statement

To provide for the perpetual care of the River Ridge Cemetery and the Old Belding Cemetery.

Narrative

This fund records the perpetual care amounts received upon the sale of a grave. The current fee is \$200 for a resident. The sale of a lot (\$200) and the cost for a grave opening (\$275) are receipted into the General Fund. Perpetual care is the amount that perpetually pays for the cost to maintain that lot. The principal, per state statute, must remain in this fund. The interest is to be transferred to the General Fund to pay for maintenance and capital projects as budgeted in the Cemetery Department.

Key Goals

- To provide an on-going funding source for the perpetual care of the River Ridge Cemetery and the Old Belding Cemetery.

FISCAL YEAR 2017-18 BUDGET

	711 RIVER RIDGE CEMETERY			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2016/17	YEAR END ESTIMATE FY 2017/18	ADOPTED BUDGET FY 2017/18

Revenues: Dept. 000

495.000	Perpetual Care	3,600	3,000	3,000
	Total Revenues 000	3,600	3,000	3,000

Expenditures: Dept. 276

990.000	Contingency	-	-	-
	Total Expenditures 276	-	-	-

Fund Balance:

Revenues Over (Under) Expenditures	3,600	3,000	3,000
Beginning Fund Balance	146,539	150,139	153,139
Ending Fund Balance	150,139	153,139	156,139
 Recommended Fund Balance - 18%	 N/A	 N/A	 N/A