

CITY OF BELDING
FISCAL YEAR 2019-20 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 2019/20 BUDGET

FUND REVENUES	101 GENERAL FUND			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL	ESTIMATE BUDGET	ADOPTED BUDGET
	Dept. 000	FY 2017/18	FY 2018/19	FY 2019/20

REVENUES

403.000	Property Taxes	1,517,172	1,501,184	1,575,000
423.000	Payment in Lieu of Taxes	12,087	11,000	11,000
445.000	Delinquent Charges - Taxes	8,313	3,716	3,000
446.000	Tax Collection Admin. Fee	41,996	45,000	44,332
447.000	Mobile Home Tax	(315)	700	700
451.000	Liquor License	4,052	3,800	4,000
458.500	Bad Debt Recovery Ambulance	-	-	-
462.000	Fees & Permits	17,666	13,000	15,000
465.000	Michigan Revenue Sharing	667,005	650,000	715,226
470.000	Miscellaneous Revenues	225	200,000	200
472.000	Police Reserve Revenue	1,000	1,000	1,000
473.000	Park Reservations	1,380	1,000	1,000
474.000	Police Revenues	8,811	6,000	7,000
480.000	Planning & Zoning Fees	-	2,000	500
491.000	Township Fire Contracts	92,702	100,000	90,000
496.000	Cemetery Revenue	4,375	4,000	4,000
497.000	Cemetery Interest	1,230	2,000	2,000
531.000	FEMA Disaster funds	-	-	-
605.000	Charges for Admin. Services	117,036	112,416	110,376
636.000	Garbage Bag Commission	137	-	-
643.000	Vehicle & Equipment Sales	-	-	-
655.000	Parking Fines & Forfeits	2,610	1,000	2,000
656.000	Traffic Fines	5,595	8,000	7,000
657.000	Municipal Civil Infractions	100	25	-
666.000	Interest on Investments	11,648	23,000	15,000
667.010	Interest from property tax fund	249	300	200
670.000	Cable Franchise Fees	70,651	69,000	70,000
676.402	Transfer from CIP	375,000	-	-
676.497	Transfer from General TIFA	-	-	-
	Total Revenues 000	2,960,725	2,758,141	2,678,534

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 odd-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, and resolves appeals.

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

FUND	101 GENERAL FUND			
DEPARTMENT	101 CITY COUNCIL			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	ESTIMATE BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20
	Dept. 101			
702.000	Salaries Part Time	1,090	1,100	1,500
704.000	Employee Benefits	85	100	200
727.000	Departmental Supplies	149	100	200
808.000	Subscriptions & Memberships	4,425	4,500	4,600
809.000	Education & Training	500	500	500
813.000	Miscellaneous Expenses	33	50	50
955.000	Transfer Out - Fund 606	1,884	2,800	2,748
	Total City Council 101	8,166	9,150	9,798

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.

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

FUND	101 GENERAL FUND				
DEPARTMENT	172 CITY MANAGER				
ACCOUNT	LINE-ITEM		YEAR END	ESTIMATE	ADOPTED
	Dept. 172		ACTUAL	BUDGET	BUDGET
			FY 2017/18	FY 2018/19	FY 2019/20
701.000	Salaries Full Time		87,862	89,700	90,000
703.000	Salaries-Overtime		-	-	-
704.000	Employee Benefits		10,600	7,000	7,300
801.000	Professional & Contractual SVC		-	-	-
808.000	Subscriptions & Memberships		410	500	500
809.000	Education & Training		-	1,000	1,000
813.000	Miscellaneous Expenses		-	-	-
820.000	Telephone		244	1,000	1,000
822.000	Reimbursable Expenses		701	-	-
831.000	Travel		-	500	1,000
955.000	Transfer Out - Fund 606		42,000	5,600	5,496
956.000	Transfer Out - Fund 631		9,996	9,996	12,096
	Total City Manager 172		151,813	115,296	118,392

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, two full time and one part times 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 1,700 water and sewer accounts need to be maintained. Other tasks include Accounts Receivable, Property Taxes, Cemetery, and assisting with the General Ledger. The second Administrative Assistant is responsible for Accounts Payable, Payroll, and Human Resources. The third Administrative Assistant helps cover the counter and reconcile general ledger accounts. The assessor is a part-time employee working two eight-hour days a week and maintains files on over 2,200 parcels.

FUND	101 GENERAL FUND				
DEPARTMENT	215 FINANCE & ADMIN. SVC.				
ACCOUNT	LINE-ITEM		YEAR END	ESTIMATE	ADOPTED
	Dept. 215		ACTUAL	BUDGET	BUDGET
			FY 2017/18	FY 2018/19	FY 2019/20
701.000	Salaries Full Time		94,751	101,500	110,000
704.000	Employee Benefits		15,255	19,050	21,000
727.000	Departmental Supplies		-	-	-
801.000	Professional & Contractual		65,000	60,000	40,000
808.000	Subscriptions & Memberships		100	100	100
820.000	Telephone		2,206	2,000	3,000
831.000	Travel		-	-	-
955.000	Transfer Out - Fund 606		21,450	8,400	5,496
956.000	Transfer Out - Fund 631		15,000	20,000	12,096
959.000	Transfer Out - Fund 677		25,829	14,354	9,000
976.000	Office Equipment		-	-	-
	Total Finance & Admin 215		239,591	225,404	200,692

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.

FUND	101 GENERAL FUND				
DEPARTMENT	216 CITY CLERK				
ACCOUNT	LINE-ITEM		YEAR END	ESTIMATE	ADOPTED
	Dept. 216		ACTUAL	BUDGET	BUDGET
			FY 2017/18	FY 2018/19	FY 2019/20
701.000	Salaries Full Time		69,174	68,950	73,000
702.000	Salaries-Part Time		3,417	7,000	5,000
704.000	Employee Benefits		11,150	12,567	12,000
725.000	Elections		1,583	10,000	2,500
727.000	Departmental Supplies		-	-	-
801.000	Professional & Contractual SVC		-	7,200	4,000
808.000	Subscriptions & Memberships		100	320	350
809.000	Education & Training		1,360	700	700
813.000	Miscellaneous Expenses		-	-	-
831.000	Travel		278	400	400
955.000	Transfer Out - Fund 606		12,066	5,600	5,496
956.000	Transfer Out - Fund 631		11,004	11,004	12,096
	Total City Clerk 216		110,132	123,741	115,542

City of Belding

Central Municipal Activities

Mission Statement

To provide communication tools and project/event support.

FUND	101 GENERAL FUND				
DEPARTMENT	258 CENTRAL MUNICIPAL ACT.				
ACCOUNT	LINE-ITEM		YEAR END ACTUAL FY 2017/18	ESTIMATE BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20
	Dept. 258				
701.000	Salaries - Full Time		70,688	69,671	65,000
702.000	Salaries Part Time		396	2,000	500
703.000	Salaries Overtime		9,883	5,000	10,000
704.000	Employee Benefits		13,777	12,504	15,000
801.000	Professional & Contractual Services		29,392	37,424	33,000
801.050	Prof - Marketing Belding		3,471	2,560	3,500
813.000	Miscellaneous Expenses		3,834	156,500	4,000
815.000	Developer Reimbursement		14,221	-	-
842.000	Special Projects		1,955	1,100	-
842.001	Miscellaneous Expenses		-	-	-
920.000	Street Lighting		81,868	22,000	22,000
920.005	Street Lighting Maintenance		658	2,000	1,000
955.000	Transfer Out - Fund 606		936	2,800	2,748
957.000	Transfer Out - Fund 661		93,000	43,000	35,004
959.000	Transfer Out - Fund 677		-	17,517	17,000
	Total Central Municipal 258		324,079	374,076	208,752

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.

FUND		101 GENERAL FUND			
DEPARTMENT		276 CEMETERY			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	ESTIMATE BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20	
	Dept. 276				
701.000	Salaries Full Time	17,376	26,900	36,000	
702.000	Salaries Part Time	1,650	-	-	
703.000	Salaries Overtime	1,032	1,000	1,000	
704.000	Employee Benefits	3,465	6,641	9,000	
727.000	Departmental Supplies	500	-	-	
811.000	Maintenance & Service	956	6,000	47,000	
813.000	Miscellaneous Expenses	-	-	-	
955.000	Transfer Out - Fund 606	1,884	2,800	2,748	
957.000	Transfer Out - Fund 661	28,000	8,600	5,004	
959.000	Transfer Out - Fund 677	10,694	11,232	12,000	
979.000	Equipment	-	-	-	
	Total Cemetery 276	65,557	63,173	112,752	

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, fourteen reserve officers.

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 functions and athletic events 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.

FUND	101 GENERAL FUND				
DEPARTMENT	301 POLICE DEPARTMENT				
ACCOUNT	LINE-ITEM		YEAR END ACTUAL FY 2017/18	ESTIMATE BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20
	Dept. 301				
701.000	Salaries Full Time		442,657	415,704	448,000
702.000	Salaries Part Time		7,546	5,525	6,000
703.000	Salaries Overtime		32,559	35,000	41,000
704.000	Employee Benefits		159,415	144,000	160,000
727.000	Departmental Supplies		1,337	3,000	3,000
730.000	Uniforms		5,611	10,000	5,000
732.000	Motor Fuel		9,163	12,000	13,000
738.000	Ammunition		770	1,000	1,000
743.000	Police Reserves Supplies		-	1,000	1,000
808.000	Subscriptions & Memberships		416	550	550
809.000	Education & Training		675	1,500	2,200
810.000	Laundry & Cleaning		917	1,000	1,000
811.000	Maintenance & Service		12,052	12,000	13,000
813.000	Miscellaneous Expenses		-	-	-
819.000	ACT 302 Training Funds		523	2,400	500
820.000	Telephone		11,904	6,000	6,000
831.000	Travel		67	200	200
903.000	Printing		914	1,000	1,000
930.000	Motor Vehicle Maintenance		6,646	13,000	14,000
955.000	Transfer Out - Fund 606		16,450	47,600	35,748
956.000	Transfer Out - Fund 631		58,008	13,008	16,500
957.000	Transfer Out - Fund 661		6,000	36,550	9,996
959.000	Transfer Out - Fund 677		127,210	134,303	131,000
	Total Police Department 301		900,840	896,340	909,694

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 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 the next 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 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, machinery rescue, elevator rescue, rope rescue, water rescue and advanced vehicle stabilization.

FUND	101 GENERAL FUND				
DEPARTMENT	336 FIRE DEPARTMENT				
ACCOUNT	LINE-ITEM		YEAR END	ESTIMATE	ADOPTED
	Dept. 336		ACTUAL	BUDGET	BUDGET
			FY 2017/18	FY 2018/19	FY 2019/20
701.000	Salaries Full Time		232,141	232,323	233,000
702.000	Salaries Part Time		40,182	45,000	45,000
703.000	Salaries Overtime		41,681	65,000	45,000
704.000	Employee Benefits		52,314	61,200	65,000
713.000	Supplemental Insurance		2,716	2,716	2,750
727.000	Departmental Supplies		1,875	1,750	2,000
728.000	Books & Periodicals		-	-	-
730.000	Uniforms		1,012	30,000	10,000
731.000	Motor Vehicle Supplies		2,172	2,500	2,500
732.000	Motor Fuel		3,517	4,000	4,000
735.000	Chemical Supplies		2,952	2,500	2,500
737.000	Medical Supplies		945	1,750	2,500
742.000	Miscellaneous Supplies		994	750	1,000
808.000	Subscriptions & Memberships		151	250	250
809.000	Education & Training		1,688	2,500	2,500
811.000	Maintenance & Service		13,953	8,500	10,000
813.000	Miscellaneous Expenses		-	500	500
820.000	Telephone		279	375	375
831.000	Travel		246	400	500
903.000	Printing		-	-	-
930.000	Motor Vehicle Maint.		24,467	25,000	25,000
955.000	Transfer Out - Fund 606		16,450	28,000	33,000
956.000	Transfer Out - Fund 631		13,008	13,008	16,500
959.000	Transfer Out - Fund 677		73,497	80,043	65,000
976.000	Office Equipment		93	250	250
977.000	Radio Equipment		1,227	1,500	2,250
978.000	Motor Vehicles		-	-	-
979.000	Equipment		8,010	5,000	5,000
979.005	DNR Grant Equipment		-	-	-
979.006	FEMA Firefighter Grant Equipment		-	20,000	22,000
989.001	Reserve for Ash Donation		-	-	-
Total Fire Department 336			535,570	634,815	598,375

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.

FUND	101 GENERAL FUND				
DEPARTMENT	442 PARK MAINTENANCE				
ACCOUNT	LINE-ITEM		YEAR END	ESTIMATE	ADOPTED
	Dept. 442		ACTUAL	BUDGET	BUDGET
			FY 2017/18	FY 2018/19	FY 2019/20
701.000	Salaries Full Time		26,068	30,000	38,000
702.000	Salaries Part Time		3,334	8,620	8,000
703.000	Salaries Overtime		2,236	1,000	1,000
704.000	Employee Benefits		5,650	7,750	10,000
727.000	Departmental Supplies		-	-	-
811.000	Maintenance & Service		27,854	17,000	20,000
813.000	Miscellaneous Expenses		-	2,100	-
839.500	Pathway Repair		-	2,000	2,000
921.000	Utilities		11,174	12,000	13,000
931.000	Bldg. Repair & Maintenance		-	500	19,000
955.000	Transfer Out - Fund 606		1,884	2,800	2,748
957.000	Transfer Out - Fund 661		24,000	10,750	5,004
959.000	Transfer Out-Fund 677		10,694	10,560	11,000
979.000	Equipment/Furniture/Fixtures		-	-	-
	Total Park Maintenance 442		112,894	105,080	129,752

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

The \$80,213 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 \$11,589 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 2017/18	ESTIMATE BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20
	Dept. 485			
965.369	Transfer to Building Auth Debt	81,325	81,325	80,213
965.588	Transfer to Dial-A-Ride	80,000	80,000	80,000
965.999	Olisco Township-Granco Taxes	9,232	8,349	11,589
	Total Interfund Transfers 485	205,557	169,674	171,802

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 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.

FUND	101 GENERAL FUND				
DEPARTMENT	691 BELROCKTON COMM. CTR.				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	ESTIMATE BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20	
	Dept. 691				
702.000	Salaries-Part Time	6,337	6,424	6,600	
704.000	Employee Benefits	635	791	810	
811.000	Maintenance & Service	-	-	-	
820.000	Telephone	575	800	-	
931.000	Buildings Repair & Maint.	7,092	5,000	5,000	
955.000	Transfer Out - Fund 606	1,884	2,800	2,748	
956.000	Transfer Out - Fund 631	15,000	15,000	15,396	
	Total Belrockton 691	31,523	30,815	30,554	

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.

FUND	101 GENERAL FUND				
DEPARTMENT	800 COMMUNITY PROMOTIONS				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	ESTIMATE BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20	
	Dept. 800				
841.000	Labor Day Activities	5,000	5,000	5,000	
844.000	Christmas at the Depot	-	-	-	
847.000	Community Events	226	500	400	
847.001	Community Showcase	-	-	-	
	Total Community Promotions 800	5,226	5,500	5,400	

City of Belding Planning & Community Development

Mission Statement

The Planning and Community Development Department is a clearinghouse for information and is considered the point of contact for citizens questions related to building, zoning, or other land use issues; furthermore the Department is a resource for local businesses and new businesses seeking information on Belding and locating here.

Narrative

The Planning and Community Development Department is intended to handle the day-to-day activities related to land use and development. The Department will continue to process all applications related to the Planning Commission and Zoning Board of Appeals. A need for outside consultant assistance is necessary due to cutbacks in the department, but most work will be handled in-house.

Grants Administration is also handled in this department. 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.

FUND	101 GENERAL FUND				
DEPARTMENT	801 PLANNING & COMMUNITY DEV.				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	ESTIMATE BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20	
	Dept. 801				
801.000	Professional & Contractual Svc.	1,210	1,500	20,000	
801.001	Professional Comm Development	-	-	-	
808.000	Subscriptions & Memberships	6,714	6,800	7,000	
Total Planning & Comm Dev. 801		7,924	8,300	27,000	

City of Belding

Contingency

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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. With the proposed budget appropriating \$2,638,505.00 in expenditures, this would amount to \$39,577.58. We have budgeted \$40,000.00.

FUND	101 GENERAL FUND				
DEPARTMENT	941 CONTINGENCY				
ACCOUNT	LINE-ITEM		YEAR END ACTUAL	ESTIMATE BUDGET	ADOPTED BUDGET
	Dept. 941		FY 2017/18	FY 2018/19	FY 2019/20
990.000	Contingencies		-	-	40,000

GENERAL FUND TOTAL	2,698,872	2,761,364	2,678,505
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Fund Balance:

Revenues Over (Under) Expenditures	261,853	(3,223)	29
Beginning Fund Balance	608,098	871,855	868,632
Ending Fund Balance	871,855	868,632	868,661

Recommended Fund Balance - 18%	485,797	497,046	482,131
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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.

FISCAL YEAR 2019/20 BUDGET

202 MAJOR STREET FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	ESTIMATE BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

470.000	Miscellaneous Revenues	447	-	-
546.000	State Motor Vehicle Funds	527,259	531,192	559,000
403.000	Property Taxes	-	89,138	94,000
663.000	Metro Act Fees	-	-	-
666.000	Interest on Investments	6,381	10,000	7,000
Total Revenues 000		534,087	630,330	660,000

Expenditures: Dept. 463

701.000	Salaries Full Time	36,167	43,485	51,000
702.000	Salaries Part time	1,100	2,500	2,500
703.000	Salaries Overtime	8,742	15,061	16,000
704.000	Employee Benefits	8,357	11,945	14,000
727.000	Departmental Supplies	-	500	1,000
730.000	Uniforms	424	2,000	1,500
739.000	Landscape Supplies	-	-	-
740.000	Snow Removal Supplies	29,092	35,000	40,000
803.000	Engineering Services	-	2,000	13,000
811.000	Maintenance & Service	-	-	-
813.000	Miscellaneous Expenses	2,000	6,000	5,000
931.000	Building Maintenance	-	-	-
934.000	Street Maintenance	9,495	30,000	20,000
936.000	Storm Sewer Maintenance	5,605	6,000	10,000
939.000	Curb & Sidewalk Repair	2,695	6,000	6,000
939.250	Street Striping	-	-	10,000
921.000	Street Lighting	-	30,000	30,000
940.000	Equipment & Tool Repair	-	-	-
941.000	Tree Program	215	100	1,000
943.000	Street Improvements	9,230	216,000	140,000
955.000	Transfer Out - Fund 606	15,100	16,800	19,250
957.000	Transfer Out - Fund 661	70,000	86,000	120,000
959.000	Transfer Out - Fund 677	13,556	15,265	15,000
965.203	Transfer to Local Streets	-	55,000	142,000
979.000	Equipment	-	-	500
981.000	Street Signs	207	-	1,500
Total Expenditures 463		211,985	579,656	659,250

Fund Balance:

Revenues Over (Under) Expenditures	322,102	50,674	750
Beginning Fund Balance	531,006	853,108	840,992
Ending Fund Balance	853,108	903,782	841,742

Recommended Fund Balance - 18%	38,157	104,338	118,665
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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.

FISCAL YEAR 2019/20 BUDGET

203 LOCAL STREET FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	ESTIMATE BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

470.000	Miscellaneous Revenues	-	-	-
546.000	State Motor Vehicle Hwy Funds	178,321	222,000	189,000
663.000	Metro Act Fees	23,400	20,000	20,000
666.000	Interest on Investments	2,398	800	1,000
676.202	Transfer From Major Street	35,000	55,000	142,000
676.402	Transfer From Capital Improvement	-	449,738	137,000
Total Revenues 000		239,119	747,538	489,000

Expenditures: Dept. 464

701.000	Salaries Full Time	42,269	45,671	64,000
702.000	Salaries-Part Time	3,434	2,500	2,500
703.000	Salaries Overtime	8,346	15,061	16,000
704.000	Employee Benefits	11,032	12,471	15,000
727.000	Departmental Supplies	33	500	100
730.000	Uniforms	-	3,000	2,000
739.000	Landscape Supplies	-	-	-
740.000	Snow Removal Supplies	22,987	35,000	37,000
803.000	Engineering Services	-	13,000	10,000
811.000	Maintenance & Service	-	5,000	5,000
921.000	Street Lighting	-	36,000	36,000
934.000	Street Maintenance	14,270	10,000	10,000
936.000	Storm Sewer Maintenance	208	4,000	5,000
939.000	Curb & sidewalk Repair	-	3,000	3,000
940.000	Equipment & Tool Repair	-	300	300
941.000	Tree Program	2,200	2,000	1,000
943.000	Street Improvements	-	512,379	121,000
955.000	Transfer Out - Fund 606	10,748	14,000	19,250
957.000	Transfer Out - Fund 661	60,000	55,900	125,000
959.000	Transfer Out - Fund 677	13,557	15,874	16,000
979.000	Equipment	-	-	-
981.000	Street Signs	207	-	500
Total Expenditures 464		189,291	785,656	488,650

Fund Balance:

Revenues Over (Under) Expenditures	49,828	(38,118)	350
Beginning Fund Balance	226,723	276,551	102,241
Ending Fund Balance	276,551	238,433	102,591

Recommended Fund Balance - 18%	34,072	141,418	87,957
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Mission Statement

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

Narrative

The City of Belding will establish a park on the Electrolux 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 2019/20 BUDGET

	208 Park Electrolux Property			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	Budget FY 2018/19	ADOPTED Budget FY 2019/20

Revenues: Dept. 000

666.000	Interest on Investments	543	100	100
666.015	Interest Electrolux Endowment	-	-	-
675.075	Donation Electrolux Property		-	-
	Total Revenues 000	543	100	100

Expenditures: Dept. 442

811.500	Maintenance Electrolux Park			
980.055	Park Electrolux Property	7,831	-	48,548
	Total Expenditures 558	7,831	-	48,548

Fund Balance:

Revenues Over (Under) Expenditures	(7,288)	100	(48,448)
Beginning Fund Balance	55,636	48,348	48,448
Ending Fund Balance	48,348	48,448	(0)

Recommended Fund Balance - 18%		-	8,739
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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 2019/20 BUDGET

248 Downtown Dev. Authority				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

403.000	Property Taxes	7,434	11,884	18,254
666.000	Interest on Investments	160	50	200
Total Revenues 000		7,594	11,934	18,454

Expenditures: Dept. 558

739.000	Landscape Supplies	798	2,000	5,000
801.000	Professional & Contractual SVC	-	-	-
811.000	Maintenance & Service	-	-	-
813.000	Miscellaneous Expenses	-	-	-
880.000	Downtown Promotion	1,595	9,934	13,254
965.203	Transfer to Local Street Fund	-	-	-
965.402	Transfer to CIP Fund	-	-	-
980.000	Capital Improvements	-	-	-
Total Expenditures 558		2,393	11,934	18,254

Fund Balance:

Revenues Over (Under) Expenditures	5,201	-	200
Beginning Fund Balance	9,691	14,892	14,892
Ending Fund Balance	14,892	14,892	15,092
Recommended Fund Balance - 18%	431	2,148	3,286

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.

FISCAL YEAR 2019/20 BUDGET

	265 DRUG FORFEITURE FUND			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

470.000	Miscellaneous Revenues	-	-	-
660.000	Drug Forfeitures	-	-	-
666.000	Interest on Investments	77	31	50
698.010	Fund Balance Appropriated	-	-	-
	Total Revenues 000	77	31	50

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	77	31	(2,450)
Beginning Fund Balance	7,655	7,732	2,763
Fund Balance Appropriated	-	-	-
Ending Fund Balance	7,732	7,763	313
Recommended Fund Balance - 18%	-	-	450

City of Belding

Library

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

FISCAL YEAR 2019/20 BUDGET

	271 LIBRARY FUND			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	BUDGET FY 2018/19	TENTATIVE BUDGET FY 2019/20

Revenues: Dept. 000

403.000	County Tax Revenue	252,523	250,500	318,000
422.000	Memorial Book Donations	5,987	10,000	10,000
470.000	Miscellaneous Revenues	-	630	1,000
481.000	Lakeland Cooperative	-	-	-
567.000	State Library Grants	7,626	4,000	5,000
608.000	Charges for Services & Fees	154	200	100
609.000	Copier Fees	2,583	2,500	2,000
643.000	Vehicle & Equipment Sales	-	100	-
650.000	Sales	700	250	350
654.000	Penal Fines	62,381	75,000	70,000
659.000	Book Fines	3,108	3,020	2,000
664.000	CD Interest/USX	-	-	-
665.000	Revenues Trust Fund	36,232	35,000	35,000
666.000	Interest on Investment	1,077	5,000	2,000
667.000	Picture Rent Account	179	150	100
673.000	Video Cassettes	1,755	2,000	2,000
674.000	Audio Books	771	1,000	500
675.000	Donations	23,356	18,500	20,000
676.100	Donations-Youths Services	250	1,500	1,500
675.004	Donations-Maintenance	81,169	2,000	-
	Total Revenues 000	479,851	411,350	469,550

FISCAL YEAR 2019/20 BUDGET

		271 LIBRARY FUND		
		790 LIBRARY		
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	- BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Expenditures: Dept. 790

701.000	Salaries Full Time	113,422	114,300	104,000
702.000	Salaries Part Time	22,233	26,000	49,300
704.000	Employee Benefits	18,598	20,500	20,000
727.000	Departmental Supplies	6,180	5,000	6,000
744.000	Video Cassettes	7,084	1,500	4,000
744.001	Audio Books	820	770	3,000
746.000	Memorials-Books	5,526	8,000	7,500
746.001	Memorials-Non-Books	-	-	1,500
747.000	Donations-Books	15,295	7,000	7,000
747.001	Donations-Non Book	12,924	-	13,000
801.000	Professional & Contractual	5,037	3,380	3,500
808.000	Subscriptions & Memberships	2,588	1,500	4,750
809.000	Education & Training	(38)	1,000	2,500
811.000	Maintenance & Service	27,817	30,000	37,000
813.000	Miscellaneous Expenses	177	250	500
816.000	Youth Services Program	1,729	1,500	3,500
748.000	Adult Services Program	180	250	1,500
751.000	Tenn Services Program	1,000	500	1,500
817.000	Electronic Access	17,661	20,000	23,000
820.000	Telephone	297	250	500
831.000	Travel	(161)	1,000	2,500
850.500	USF Bal Comm foundation	-	-	-
921.000	Utilities	28,430	26,000	29,500
933.000	Off. Equip. Repair & Maint.	-	-	1,000
959.000	Transfer Out - Fund 677	33,489	36,900	23,000
965.371	Transfer to Library Debt Fund	85,000	96,000	85,000
975.000	Building Improvements	-	-	10,000
979.000	Equipment	1,447	500	8,000
980.000	Capital Improvements	-	-	5,000
982.000	Books	10,071	3,500	12,000
Total Expenditures 790		416,806	405,600	469,550

Fund Balance:

Revenues Over (Under) Expenditures	63,045	5,750	-
Beginning Fund Balance	178,367	241,412	255,778
Ending Fund Balance	241,412	247,162	255,778

Recommended Fund Balance - 18%	75,025	73,008	84,519
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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.

FISCAL YEAR 2019/20 BUDGET

276 MUSEUM FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

422.000	Memorial Donations	840	100	100
651.000	Fund Raisers	375	1,500	500
666.000	Interest on Investments	851	200	200
666.500	Interest Endowment (ICCF)	-	-	-
675.000	Donations	18,124	12,000	15,000
675.050	Donations Children Mus. 2nd fir. Belrockton	357	500	500
Total Revenues 000		20,547	14,300	16,300

Expenditures: Dept. 804

702.000	Salaries-Part Time	540	600	700
704.000	Employee Benefits	59	100	100
727.000	Departmental Supplies	1,070	1,500	1,500
745.000	Fund Raisers	378	500	400
749.000	Museum Displays	944	2,400	2,000
749.005	Museum Children 2nd Floor Belrockton	254	1,000	1,000
808.000	Subscriptions & Memberships	200	300	300
813.000	Miscellaneous Expenses	307	100	300
831.000	Travel	-	-	-
901.000	Advertising	125	300	200
903.000	Printing	133	500	500
931.000	Buildings Repair & Maintenance	2,448	7,000	9,300
931.500	(ICCF) Bldg. & Ground Maint.	-	-	-
Total Expenditures 804		6,458	14,300	16,300

Fund Balance:

Revenues Over (Under) Expenditures	14,089	-	-
Beginning Fund Balance	73,041	87,130	84,830
Ending Fund Balance	87,130	87,130	84,830
Recommended Fund Balance - 18%	1,162	2,574	2,934

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 \$17,000 transfer from the Sewer Fund is solely to pay the debt on the \$1.746 million bond issue. Correspondingly, there is an \$17,000 payment out of this fund to pay the debt. Final payment is in 2027/28.

FISCAL YEAR 2019/20 BUDGET

368 SRF BOND PAYMENT FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

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

Expenditures: Dept. 906

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

Fund Balance:

Revenues Over (Under) Expenditures	-	-	-
Beginning Fund Balance	-	-	-
Ending Fund Balance	-	-	-
Recommended Fund Balance - 18%	3,060	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 \$80,213 transfer from the General Fund is solely to pay the debt on the \$950,000 bond issue. Correspondingly, there is a \$80,213 payment out of this fund to pay the debt. Final payment is in 2020/21.

FISCAL YEAR 2019/20 BUDGET

		369 BUILDING AUTHORITY DEBT FUND		
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20
	PARK CAPITAL IMPROVEMENT			

Revenues: Dept. 000

470.000	Miscellaneous Revenues	-	-	-
666.000	Interest on Investments	-	-	-
676.101	Transfer from General Fund	81,325	81,325	80,213
Total Revenues 000		81,325	81,325	80,213

Expenditures: Dept. 906

995.000	Debt Service-Principal	65,000	60,000	70,000
996.000	Debt Service-Interest	13,841	21,325	10,213
Total Expenditures 906		78,841	81,325	80,213

Fund Balance:

Revenues Over (Under) Expenditures	2,484	-	-
Beginning Fund Balance	2,882	5,366	5,366
Ending Fund Balance	5,366	5,366	5,366
Recommended Fund Balance - 18%	14,191	14,639	14,438

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 \$80,550 transfer from the Sewer Fund is solely to pay the debt on the \$995.0 thousand bond issue. Correspondingly, there is a \$80,550 payment out of this fund to pay the debt. Final payment is in 2027/28.

FISCAL YEAR 2019/20 BUDGET

370 CIB BOND PAYMENT FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

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

Expenditures: Dept. 906

801.000	Professional & Contractual	750	750	750
995.000	Debt Service - Principal	45,000	45,000	45,000
996.000	Debt Service - Interest	34,800	34,800	34,800
Total Expenditures 906		80,550	80,550	80,550

Fund Balance:

Revenues Over (Under) Expenditures	-	-	-
Beginning Fund Balance	3,538	3,538	3,538
Ending Fund Balance	3,538	3,538	3,538
Recommended Fund Balance - 18%	14,499	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 \$85,000 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. Final payment is in 2045/46.

FISCAL YEAR 2019/20 BUDGET

371-LIBRARY DEBT FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

666.000	Interest on Investments	-	-	-
676.271	Transfer from Library	85,000	85,000	85,000
677.000	Donations Library Building Fund	-	-	-
Total Revenues 000		85,000	85,000	85,000

Expenditures: Dept. 906

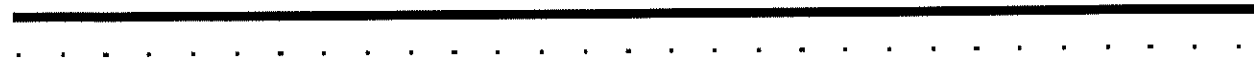
995.000	Debt Service-Principal	30,000	30,000	30,000
996.000	Debt Service-Interest	64,303	65,557	64,260
Total Expenditures 906		94,303	95,557	94,260

Fund Balance:

Revenues Over (Under) Expenditures	(9,303)	(10,557)	(9,260)
Beginning Fund Balance	32,749	23,446	12,889
Ending Fund Balance	23,446	12,889	3,629
Recommended Fund Balance - 18%	16,975	17,200	16,967

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 2019/20 BUDGET

372-LIBRARY BOND REDEMPTION				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

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

Expenditures: Dept. 906

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

Fund Balance:

Revenues Over (Under) Expenditures	-	-	-
Beginning Fund Balance	9,851	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 2019/20 BUDGET

		402 CAPITAL IMPROVEMENTS FUND		
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	ESTIMATE BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

403.000	Property Taxes	173,933	170,000	189,000
423.000	In Lieu of Taxes	1,516	800	1,000
666.000	Interest on Investments	8,039	-	4,000
Total Revenues 000		183,488	170,800	194,000

Expenditures: Dept. 901

965.101	Transfer to General Fund	375,000	-	-
965.203	Transfer to Local Streets	-	449,738	137,000
995.000	Debt Service Principal - Parking lot	44,878	46,921	49,500
996.000	Debt Service Interest - Parking lot	11,182	9,141	7,005
Total Expenditures 901		431,060	505,800	193,505

Fund Balance:

Revenues Over (Under) Expenditures	(247,572)	(335,000)	495
Beginning Fund Balance	778,319	530,747	195,747
Ending Fund Balance	530,747	195,747	196,242
Recommended Fund Balance - 18%	77,591	91,044	34,831

City of Belding

Dial-A-Ride Fund

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 complains 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.

FISCAL YEAR 2019/20 BUDGET

588 DIAL-A-RIDE FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	ESTIMATE BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

470.000	Miscellaneous Revenues	-	-	-
510.000	Dial-A-Ride State Reimb.	92,796	117,000	150,000
511.000	Dial-A-Ride Fares	36,869	36,000	40,000
558.000	DART Bus Grant - FED	-	-	-
559.000	DART Bus Grant - State	-	-	153,000
613.000	Dart Contracted Fares	46,741	45,000	55,000
643.000	Vehicle & Equipment Sales	-	-	-
666.000	Interest on Investment	287	600	500
676.101	Transfer from General Fund	80,000	80,000	80,000
Total Revenues 000		256,693	278,600	478,500

Expenditures: Administrative Dept. 540

701.000	Salaries Full Time	26,673	32,000	33,300
704.000	Employee Benefits	4,503	5,650	5,900
727.000	Departmental Supplies	-	-	-
809.000	Education & Training	7,518	2,000	1,000
809.001	RTAP - Training	-	-	-
811.000	Maintenance & Service	2,000	2,000	2,000
901.000	Advertising	-	400	-
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	1,863	10,000	6,000
979.000	Equipment	-	-	-
Total Administrative 540		61,325	70,818	66,968

Expenditures: Maintenance Dept. 541

811.000	Maintenance & Service	2,175	6,000	3,000
930.000	Motor Vehicle Maintenance	14,252	14,000	10,000
931.000	Buildings Repair & Maintenance	2,633	4,000	5,000
957.000	Transfer Out -Fund 661	-	-	-
Total Maintenance 541		19,060	24,000	18,000

FISCAL YEAR 2019/20 BUDGET

	588 DIAL-A-RIDE FUND			
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	ESTIMATE BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Expenditures: Operations Dept. 542

701.000	Salaries Full Time	31,416	32,300	33,000
702.000	Salaries Part Time	92,212	97,050	100,000
703.000	Salaries Overtime	-	-	-
704.000	Employee Benefits	15,102	20,000	20,000
732.000	Motor Fuel	22,143	20,000	20,000
811.000	Maintenance & Service	4,001	6,000	2,000
813.000	Miscellaneous Expenses	-	-	-
820.000	Telephone	5,464	6,000	6,000
921.000	Utilities	11,016	12,000	12,000
955.000	Transfer Out-Fund 606	6,096	6,129	6,129
956.000	Transfer Out-Fund 631	3,636	2,980	3,300
959.000	Transfer Out - Fund 677	9,916	20,215	20,000
979.000	Equipment			146,676
993.000	Equipment Depreciation	36,821	36,000	36,000
	Total Operations 542	237,823	258,674	405,105

DIAL-A-RIDE TOTAL	318,208	353,492	490,073
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Net Assets:

Change in Net Assets	(61,515)	(74,892)	(11,573)
Beginning Net Assets	537,878	476,363	253,513
Ending Net Assets	476,363	401,471	241,940

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.

FISCAL YEAR 2019/20 BUDGET

590 SEWER FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	ESTIMATE BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

462.000	Fees & Permits	49,131	57,000	50,000
470.000	Miscellaneous Revenues			
471.000	Water/Sewer Penalty Charge	17,471	16,000	16,000
539	SAW GRANT	-	-	-
608.000	Charges for Services and Fees	935,445	1,191,000	1,100,000
608.500	Charges Pitsch Leachate	109,008	110,000	100,000
610.000	Sewer Connection Fees	4,900	2,500	2,000
666.000	Interest on Investments	10,136	15,000	10,000
	Total Revenues 000	1,126,091	1,391,500	1,278,000

Expenditures: Dept. 465

701.000	Salaries Full Time	149,740	100,000	110,000
702.000	Salaries-Part Time	352	3,000	3,000
703.000	Salaries Overtime	13,778	16,000	16,000
704.000	Employee Benefits	27,210	22,000	25,000
727.000	Departmental Supplies	2,307	3,700	4,000
730.000	Uniforms	125	1,000	2,000
733.000	Laboratory Supplies	9,284	2,500	3,000
735.000	Chemical Supplies	35,138	80,000	80,000
801.001	Professional Comm. Development	-	-	10,000
803.000	Engineering	26,451	60,000	60,000
809.000	Education & Training	70	100	500
811.000	Maintenance & Service	26,901	147,497	170,000
820.000	Telephone	4,856	5,000	5,000
831.000	Travel	-	-	400
921.000	Utilities	65,888	60,000	70,000
932.500	Saw Grant	-	-	-
935.000	Sanitary Sewer Maint.	33,601	40,000	45,000
946.000	Charges for Admin. Services	43,900	41,868	41,000
955.000	Transfer Out - Fund 606	60,000	56,000	55,000
956.000	Transfer Out - Fund 631	10,008	10,000	11,016
957.000	Transfer Out - Fund 661	38,000	94,600	170,000
959.000	Transfer Out - Fund 677	55,083	24,085	22,000
965.368	Transfer Bond Pay 368 SRF	14,646	18,000	17,000
965.370	Transfer Bond Pay 370 CIP	30,840	35,000	80,550
973.005	W Ellis & Stocking Lift Station	-	-	-
973.006	Residuals Removal Ponds 1 & 2	-	-	-
974.000	Buildings	-	1,000	2,000
979.000	Equipment/Furniture/Fixtures	-	600	1,000
988.000	CSO Bonds	-	-	-
988.101	SRF Bonds Interest	1,540	750	750
993.000	Equipment Depreciation	270,501	270,000	271,000
	Total Expenditures 465	920,019	1,092,700	1,275,216

Net Assets:

Change in Net Assets *	206,072	298,800	2,784
Beginning Net Assets	5,621,660	5,827,732	5,833,226
Ending Net Assets	5,827,732	6,126,532	5,836,010

Cash:

Surplus (Shortfall) - Excludes Deprec.	476,573	568,800	273,784
Beginning Working Capital	1,393,285	1,869,858	2,685,112
Ending Working Capital	1,869,858	2,438,658	2,958,896

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 ¾" 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.

FISCAL YEAR 2019/20 BUDGET

591 WATER FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

470.000	Miscellaneous Revenues	2,024	2,000	2,000
471.000	Water/Sewer Penalty Charge	7,224	7,500	7,000
608.000	Charges for Services & Fees	838,361	850,000	900,000
611.000	Water Connection Fees	5,600	3,000	2,000
666.000	Interest on Investments	5,435	10,000	6,000
Total Revenues 000		858,644	872,500	917,000

Expenditures: Dept. 466

701.000	Salaries Full Time	92,422	115,000	138,000
702.000	Salaries-Part Time	3,444	3,000	5,000
703.000	Salaries Overtime	7,501	15,000	10,000
704.000	Employee Benefits	17,108	30,000	33,000
727.000	Departmental Supplies	4,041	3,200	4,000
730.000	Uniforms	25	-	-
733.000	Laboratory Supplies	2,294	2,000	2,500
735.000	Chemical Supplies	34,608	35,000	35,000
801.000	Professional & Con. Services	12,234	10,000	13,000
803.000	Engineering Svcs.	7,675	500	500
808.000	Subscriptions & Memberships	4,295	4,300	4,500
811.000	Maintenance & Service	57,663	120,000	100,000
813.000	Miscellaneous Expenses	-	-	-
831.000	Travel	1,098	1,200	1,500
921.000	Utilities	115,727	100,000	110,000
931.000	Building Repair & Maint.	519	500	3,000
932.500	Saw Grant	-	-	-
937.000	Water System Maint.	19,828	30,000	50,000
946.000	Charges for Admin. Services	43,900	41,868	41,000
955.000	Transfer Out - Fund 606	40,000	56,000	55,000
956.000	Transfer Out - Fund 631	10,008	10,000	11,016
957.000	Transfer Out - Fund 661	48,000	94,600	100,000
959.000	Transfer Out - Fund 677	51,879	36,484	33,000
979.000	Equipment	-	-	-
980.042	Washington & Hall St. Recons	-	-	-
993.000	Equipment Depreciation	164,875	160,000	160,000
994.000	DWRF Debt Service	6,563	8,000	6,500
Total Expenditures 466		745,707	876,652	916,516

Net Assets:	Change in Net Assets *	112,937	(4,152)	484
	Beginning Net Assets	3,930,400	4,043,337	3,559,411
	Ending Net Assets	4,043,337	4,039,185	3,559,895

* Account 972, 980.006, 980.007 & principal for account 994 deducted from total expenditure amount for last 3 columns

Cash:	Surplus (Shortfall) - Excludes Deprec.	247,812	125,848	130,484
	Beginning Working Capital	682,797	930,609	896,683
	Ending Working Capital	930,609	1,056,457	1,027,167

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.

FISCAL YEAR 2019/20 BUDGET

606 INTERNAL SERVICE FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

470.000	Miscellaneous Revenues	-	-	-
608.000	Charges for Svc. & Fees	265,000	280,000	275,000
666.000	Interest on Investments	-	-	-
698.000	Fund Balance Appropriated	-	-	-
Total Revenues 000		265,000	280,000	275,000

Expenditures: Dept. 258

727.000	Departmental Supplies	21,307	25,000	28,000
801.000	Prof. & Contractual Svc	-	-	-
803.000	Engineering Services	-	-	-
804.000	Legal Services	65,472	55,000	55,000
807.000	Audit	19,995	20,000	20,000
811.000	Maintenance & Service	-	-	-
813.000	Miscellaneous Expenses	4,267	3,500	5,000
814.000	Computer Service	25,938	45,000	50,000
820.000	Telephone	6,261	10,000	10,000
901.000	Advertising	3,760	3,000	4,000
915.000	Insurance and Bonds	86,509	99,000	100,000
979.000	Equipment	-	-	-
993.000	Equipment Depreciation	2,610	2,500	3,000
Total Expenditures 258		236,119	263,000	275,000

Fund Balance:

Revenues Over (Under) Expenditures	28,881	17,000	-
Beginning Fund Balance	22,079	50,960	77,952
Ending Fund Balance	50,960	67,960	77,952
 Recommended Fund Balance - 18%	 42,501	 47,340	 49,500

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.

FISCAL YEAR 2019/20 BUDGET

631 BUILDING & GROUNDS MAINT FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

470.000	Miscellaneous Revenues	-	-	-
608.000	Charges for Services & Fees	184,422	105,000	110,000
666.000	Interest on Investments	433	-	200
Total Revenues 000		184,855	105,000	110,200

Expenditures: Dept. 265

811.000	Maintenance & Service	7,986	10,000	10,000
921.000	Utilities	34,623	39,000	40,000
931.000	Buildings Repair & Maint.	(44,040)	30,000	30,000
980.027	City Hall Improvements	-	10,000	10,000
993.000	Equipment Depreciation	15,488	16,000	20,000
Total Expenditures 265		14,057	105,000	110,000

Fund Balance:

Revenues Over (Under) Expenditures	170,798	-	200
Beginning Fund Balance	124,691	295,489	231,033
Ending Fund Balance	295,489	295,489	231,233
 Recommended Fund Balance - 18%	 2,530	 18,900	 19,800

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.

FISCAL YEAR 2019/20 BUDGET

661 MOTOR POOL FUND				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

470.000	Miscellaneous Revenues	-	-	-
608.000	Charges for Services & Fees	367,000	430,000	500,000
639.000	Police Maintenance	4,253	14,000	5,000
640.000	DART Maintenance	6,921	13,000	7,000
643.000	Vehicle & Equipment Sales	-	-	-
666.000	Interest on Investments	1,520	700	1,000
676.606	Transfer from Internal Service	-	-	-
Total Revenues 000		379,694	457,700	513,000

Expenditures: Dept. 536

701.000	Salaries Full Time	66,078	66,200	65,000
702.000	Salaries Part Time	-	-	-
703.000	Salaries Overtime	1,937	1,000	1,000
704.000	Employee Benefits	12,679	15,000	19,000
727.000	Departmental Supplies	19,862	23,000	23,000
730.000	Uniforms	100	300	300
732.000	Motor Fuel	34,799	30,000	35,000
734.000	Janitorial Supplies	887	1,000	2,000
809.000	Education & Training	818	300	1,000
811.000	Maintenance & Service	65,161	85,000	130,000
813.000	Miscellaneous Expenses	-	-	-
820.000	Telephone	871	2,000	2,000
921.000	Utilities	14,736	18,000	18,000
946.000	Charges for Admin. Services	11,900	11,300	11,000
955.000	Transfer Out - Fund 606	16,668	17,383	17,383
959.000	Transfer Out - Fund 677	18,488	18,488	24,000
975.000	Building Improvements	19,781	2,000	15,000
978.000	Motor Vehicles	-	-	-
979.000	Equipment	-	-	-
993.000	Equipment Depreciation	131,494	130,000	145,000
Total Expenditures 536		416,259	420,971	508,683

Net Assets:

Change in Net Assets *	(36,565)	36,729	4,317
Beginning Net Assets	743,228	706,663	558,993
Ending Net Assets	706,663	743,392	563,310

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

Cash:

Surplus (Shortfall) - Excludes Deprec.	94,929	166,729	149,317
Beginning Working Capital	846,820	941,749	1,100,579
Ending Working Capital	941,749	1,108,478	1,249,896

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.

FISCAL YEAR 2019/20 BUDGET

		677 HEALTH INSURANCE FUND		
ACCOUNT	LINE ITEM	YEAR END ESTIMATE FY 2017/18	BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/120

Revenues: Dept. 000

601.000	Employee Contributions	100,088	90,000	90,000
602.000	Library Health Care	33,489	23,000	23,000
603.000	Housing Commission Health Care	22,500	22,500	22,500
604.000	Retirees Health Care	13,540	10,000	8,500
608.000	Charges for Services & Fees	422,901	415,000	380,000
666.000	Interest on Investments	-	-	-
Total Revenues 000		592,518	560,500	524,000

Expenditures: Dept. 858

750.500	Med Deductible Self Insurance	-	-	-
801.000	Professional & Contractual Services	1,561	8,000	8,000
801.100	Insurance Premiums	539,560	500,000	516,000
Total Expenditures 858		541,121	508,000	524,000

Fund Balance:

Revenues Over (Under) Expenditures	51,397	52,500	-
Beginning Fund Balance	44,037	95,434	147,934
Ending Fund Balance	95,434	147,934	147,934
Recommended Fund Balance - 18%	97,402	91,440	94,320

**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.

FISCAL YEAR 2019/20 BUDGET

711 RIVER RIDGE CEMETERY				
ACCOUNT	LINE-ITEM	YEAR END ACTUAL FY 2017/18	BUDGET FY 2018/19	ADOPTED BUDGET FY 2019/20

Revenues: Dept. 000

495.000	Perpetual Care	3,700	3,000	3,000
	Total Revenues 000	3,700	3,000	3,000

Expenditures: Dept. 276

990.000	Contingency	-	-	-
	Total Expenditures 276	-	-	-

Fund Balance:

Revenues Over (Under) Expenditures	3,700	3,000	3,000
Beginning Fund Balance	150,139	153,839	160,839
Ending Fund Balance	153,839	156,839	163,839

Recommended Fund Balance - 18%	N/A	N/A	N/A
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