

City of Muskegon, Michigan

2013-14 Proposed Budget & Quarterly Reforecast



For The Fiscal Year Beginning July 1, 2013

CITY OF MUSKEGON, MICHIGAN
PROPOSED BUDGET
FOR THE YEAR BEGINNING JULY 1, 2013

MUSKEGON



West Michigan's Shoreline City

CITY COMMISSION

STEVE GAWRON - MAYOR

WILLIE GERMAN
ERIC HOOD
SUE WIERENGO

LAWRENCE SPATARO
LEA MARKOWSKI
BYRON TURNQUIST

BRYON MAZADE
CITY MANAGER

CITY OF MUSKEGON, MICHIGAN
Budget for the Year Beginning July 1, 2013

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INTRODUCTORY SECTION

Affirmative Action
(231)724-6703
FAX (231)722-1214

Assessor
(231)724-6708
FAX (231)726-5181

Cemetery
(231)724-6783
FAX (231)726-5617

City Manager
(231)724-6724
FAX (231)722-1214

Civil Service
(231)724-6716
FAX (231)724-4405

Clerk
(231)724-6705
FAX (231)724-4178

Comm. & Neigh.
Services
(231)724-6717
FAX (231)726-2501

Engineering
(231)724-6707
FAX (231)727-6904

Finance
(231)724-6713
FAX (231)724-6768

Fire Department
(231)724-6792
FAX (231)724-6985

Income Tax
(231)724-6770
FAX (231)724-6768

Info. Technology
(231)724-4126
FAX (231)722-4301

Inspection Services
(231)724-6715
FAX (231)728-4371

Leisure Services
(231)724-6704
FAX (231)724-1196

Mayor's Office
(231)724-6701
FAX (231)722-1214

Planning/Zoning
(231)724-6702
FAX (231)724-6790

Police Department
(231)724-6750
FAX (231)722-5140

Public Works
(231)724-4100
FAX (231)722-4188

Treasurer
(231)724-6720
FAX (231)724-6768

Water Billing
(231)724-6718
FAX (231)724-6768

Water Filtration
(231)724-4106
FAX (231)755-5290

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May 24, 2013

Honorable Mayor and City Commissioners:

Enclosed is the proposed 2013-14 Budget for the City of Muskegon. Our focus has been to incorporate priorities from the City Commission goal setting session in February and to attempt to continue current service levels as much as possible.

Millage Rate

The proposed spending plan does not include a property tax increase for either general operating purposes or sanitation. However, the overall millage rate will rise slightly due to falling taxable values which has caused the \$50,000 annual levy for city promotions to increase by seventy-six thousandths of a mill:

Tax Levy	2012-13	2013-14
General Operating	9.5000	9.5000
Sanitation	2.5000	2.5000
Promotions	0.0789	0.0865
Total	12.0789	12.0865

Legacy Costs

Rapidly rising legacy costs for pensions and retiree healthcare benefits are among the most serious issues facing state and local governments. In reviewing this proposed budget it is important to understand that we have continued our longstanding policy of incorporating the full actuarially determined required costs for both pensions and other post-employment benefits (OPEB). This policy ensures that the costs for providing today's city services are not pushed down the road for future generations to pay.

The City is fortunate in that its annual required contributions to fund pension and OPEB costs have actually *decreased* in an era when headlines are filled with news of government budgets being strangled by rising legacy costs. Indeed, this has been a major factor in helping the City maintain a degree of budget stability while faced with unprecedented

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revenue losses from closure of its two largest property tax payers: the Sappi paper mill and the BC Cobb electric plant.

Actuarially Determined Annual Required Contributions For:	Actuarial Valuation 12/31/09	Actuarial Valuation 12/31/11
Defined Benefit Pensions	\$1,152,252	\$987,972
OPEB (Retiree Healthcare)	1,087,537	629,689
Total Annual Required Legacy Contributions	\$2,239,789	\$1,617,661

BUDGET REVIEW BY FUND

The City's budget is made up of several individual funds that are reviewed below.

General Fund

Proposed general fund expenditures are \$23,775,700, down from the 2012-13 original budget of \$24,096,361. Revenues for 2013-14 are estimated at \$23,183,205, down from the 2012-13 original budget of \$23,520,623. This creates a budget deficit of \$592,495 for 2013-14.

Nearly 80% of general fund revenues come from three primary sources: income tax, property tax and state shared revenue. A comparison of the proposed budget for these revenues with the budget from five years ago illustrates that while these three primary revenues continue to account for the bulk of total revenues, two of these income sources - property tax and state shared revenues – have sharply declined and account for nearly all of the revenue loss experienced by the general fund during this period:

	2009 Budget	2014 Budget	% Change
Property Tax	\$ 7,787,372	\$ 6,859,131	-11.92%
State Shared	4,552,462	3,776,201	-17.05%
Income Tax	7,400,000	7,600,000	2.70%
Total Three Primary Revenue Sources	19,739,834	18,235,332	-7.62%
Total General Fund Revenues	\$ 25,128,874	\$ 23,183,205	-7.74%
Three Primary Revenues as % of Total	78.55%	78.66%	

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State shared revenues appear to be more certain for 2013-14 with the incentive-based allocation of statutory revenue sharing program. During the current fiscal year, we saw state shared revenues almost mirror the original budgeted amount. State Treasury projects that Muskegon can expect a slight increase revenue sharing payments for the coming fiscal year.

City income taxes for 2013-14 are estimated at \$7.6 million, which is \$500,000 more than the original 2012-13 budget, but on par for the revised estimate for 2012-13. We are seeing modest growth in the income tax in recent months, but there are considerations (e.g. announced B.C. Cobb closure) that cause us to remain conservative in estimating income tax revenue.

Property taxes will decrease (4.5%), mostly due to the B.C. Cobb Plant losses. These losses will continue through closure of the plant in 2015. In addition, an unusually large number of property tax appeals have been filed in recent years. Many of these are from large tax payers and will likely have a negative impact on property taxes for several years and continue to have a negative impact on property taxes.

We have included in the Summary Charts and Graphs section of the budget book a five-year forecast for the general fund which clearly illustrates this point.

On a more positive note, the City is scheduled to receive a one-time \$313,000 dividend payment from the Michigan Municipal Risk Management Authority (MMRMA). Dividend payments are made possible by the Authority's successful investment performance and are allocated to member communities based on claims experience and length of membership. Due to the "one-time" nature of this payment, staff recommends placing the dividend in the Public Improvement Fund to go towards the purchase of a new fire truck, scheduled for 2013-14.

Overall, the City's general fund revenue picture is currently stable, but we expect negative factors to outweigh the positives for the next few years. As a result, the City is attempting to maintain a healthy fund balance in an attempt to allow time to plan for and address these challenges. However, it was necessary to budget an operating deficit in 2013-14 in order to maintain existing services and provide adequate local funding for needed street improvements. It is hoped that continued income tax growth and other positive factors will allow us to erase this operating deficit during the 2013-14 quarterly budget reforecasts.

It is instructive to note that total budgeted revenues for 2013-14 are *less* than the actual revenues received in 2000. During this same period, general prices have risen more than 35% as measured by the Consumer Price Index (CPI). Prices for goods and services purchased by the City - health insurance, fuel, utilities, etc. - undoubtedly have risen even more during this period. We have worked hard to maintain City services while waiting for an economic upturn. This is starting to slowly occur, but economic prosperity will not likely reach levels enjoyed in the past. Staff will

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continue to consider ways to improve efficiencies in operations wherever possible and cutback non-essential staff and services.

The following are some of the major changes and highlights to the general fund budget proposed for 2013-14 for your consideration:

- Because personnel costs represent such a large portion of the City's General Fund, it is necessary to critically review the personnel complement each year. The 2013-14 budget incorporates a proposed net reduction of six positions from the original 2012-13 budget. The total budgeted full-time complement includes 227 positions. It is worth noting that in 2002 the City's overall full-time complement was 315 positions. Specific changes to the 2013-14 personnel complement are as follows:
 - Three inspector positions (building, electrical and mechanical) were eliminated through the privatization of trade inspection services.
 - One permit technician position and one Customer Service Representative II position were also eliminated through the privatization of trade inspection services.
 - One Customer Service Representative II position was eliminated in the Treasurer's and Income Tax departments due to increased operational efficiencies. This position was vacant at the time it was eliminated.
- The budget reflects the continued contractual relationship with SafeBuilt to provide trade inspection services that was entered into last November.
- We will continue to contract recreation services with outside agencies at the same funding level.
- The General Fund will be required to transfer \$160,000 for the Smartzone LDFA debt service. Development on the site is not generating enough tax increments to pay the debt service on the MAREC building. A \$75,000 contribution from the Community Foundation for Muskegon County is also budgeted for this purpose.
- The Streetlight Budget has been reduced for the current year's budget reforecast and remains at this lower level for next year to reflect the cost reduction due to a streetlight audit completed by Consumers Energy. We will continue to identify and eliminate certain mid-block streetlights in an attempt to further reduce the Streetlight budget.
- The City Clerk will continue the project for the codification of city ordinances. This will ensure that the ordinances and citations are properly coordinated.

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- Refuse collection costs will increase by 2.7%, pursuant to the contract with Republic.
- Over \$100,000 has been budgeted for capital for improvements for accessibility, improvements at Beukema, McGraft and Pere Marquette parks, as well as repairs to the boardwalk at Kruse Park.
- We will also continue to look for opportunities to partner with other entities to deliver services (e.g. Marsh Field and recreation programs).

The City does have authorized millage capacity and a millage increase is possible. However, staff is not recommending an operating millage increase at this time.

Other Budgeted Funds

In addition to the general fund, the City's budget is made up of various other funds, which, as a group, account for more than half of the City's total 2013-14 budget. A summary of budget highlights for these funds follows:

- **Major and Local Street Funds** – The operating and maintenance portion of these budgets continue at current service levels, but only limited funds are available for street improvements. The 2013-14 budget provides for \$2.755 million of major street capital improvements, most of which are paid for by federal and state grants. The local match for these grants will come from the borrowing that was done previously. Local Street capital improvements are budgeted at only \$350,000. The local street fund will receive a transfer from the General Fund of \$740,000.

Street financing is one of the City's most critical financial challenges. Money currently received from the state does not even cover daily maintenance needs, let alone major capital needs like street resurfacing or reconstruction. For many years the City has supplemented state funding with transfers from the General Fund. However, with General Fund resources diminishing, it will be very difficult to maintain General Fund support. There are efforts underway at the state level to address Michigan's road funding crisis. Hopefully these efforts will result in additional funding for Muskegon's street needs.

- **Budget Stabilization Fund** – The balance of this fund remains constant at \$1,700,000. There is no intention of using these resources in the coming fiscal year.
- **Sidewalk Improvement Fund** – The ten-year sidewalk replacement program was

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completed in 2005. This fund is now used to collect remaining special assessments and pay debt service on bonds that were issued to finance the sidewalk work. The last sidewalk bonds are retired in 2016.

- **Brownfield Redevelopment Authority Fund (Betten Project)** – This budget was created for the Brownfield Redevelopment Authority to receive and disburse tax increment collections from the Henry Street Betten Auto project.
- **Brownfield Redevelopment Authority Fund (Mall Area)** – This budget was created for the Brownfield Redevelopment Authority to collect and disburse tax increments from the former Muskegon Mall area. The taxes collected from this district are increasing as a result from the phase-out of the Renaissance Zone designation. We are proposing to transfer these funds (\$79,249) to the General Fund to re-pay past obligations for the infrastructure work and, subsequently, contribute these funds to Downtown Muskegon Now for maintenance and promotional activities for this area.
- **Public Improvement Fund** – This fund holds money from City property sales and for fire equipment replacement. \$550,000 is planned for a new fire pumper truck in 2013-14. This is a major purchase and will be funded without borrowing as follows: \$313,000 (MMRMA dividend received in FY13); \$200,000 (MMRMA dividend anticipated for FY14); \$37,000 (existing fire equipment replacement reserves). Staff will also search for available state or federal grant monies to assist with this purchase.
- **State Grants Fund** – We will complete the site assessment program, using up the remaining proceeds of an EPA grant. The fund also includes an anticipated grant from the Michigan Department of Natural Resources (MDNR) to link from the City's existing trail to the Musketawa Trail and a state Blight Elimination grant.
- **Marina & Launch Ramp Fund** – This fund is used to operate the Hartshorn Marina and the City's launch ramps. Operations will remain the same. Some significant dredging is anticipated, utilizing an MDNR grant.
- **Equipment Fund** – No significant operational changes are planned. Providing maintenance services to additional municipalities will continue. Scheduled vehicle and equipment purchases totaling \$1.134 million are planned for 2013-14.
- **Public Service Building** – This fund recoups operating costs through rental charges to user departments. The only capital improvement planned in 2013-14 is bathroom and roof repairs and a fiber connection to the Public Service Building parking lot for a total of \$50,000.

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- **Water Fund** – A water rate increase will be required for 2013-14. We are hopeful that rates will stabilize when the City of Norton Shores and Fruitport Charter Township become customers. Many of the water capital improvements for 2013-14 are tied to street projects, but some funds are included for projects at the water filtration plant and to upgrade small water mains. The water fund total for capital improvements is proposed at \$725,000.
- **Sewer Fund** - No significant changes are planned for the sewer fund operations. Capital improvements, some of which are tied to street projects, total \$760,000.
- **Arena Improvement Fund** – Revenue from a ticket surcharge is placed in this fund to provide funding for improvements to the facility. No large capital improvements for the facility are budgeted for 2013-14.

Future Outlook

The proposed 2013-14 budget serves as a solid spending plan for the City. However, it does not address many City needs and includes operating deficit spending in some funds. It should also be noted that there are several unknown and potential negative factors that could affect this spending plan.

- **Healthcare and Legacy Costs** – Higher healthcare costs will likely continue to be a major concern for the City in 2013-14 and beyond. The wellness program is now in its fourth year and its benefits are being realized. The City's employer funded healthcare costs remain below the "hard cap" limits set by PA 152 for FY14. This is a good independent indicator that the City's healthcare costs are reasonable and cost-effective. As noted earlier, the City's pension and OPEB legacy costs have actually fallen in recent years which has been a major factor helping to offset the serious revenue losses that we have experienced. However, these costs may again rise in the future as changing pension accounting standards, more conservative actuarial assumptions, Affordable Care Act implementation and other factors driven by the nationwide legacy cost crisis impact the City.
- **General Obligation Bonds** – The City has pledged its general revenues as a secondary source of repayment on two outstanding tax increment bond issues for which the primary intended sources of repayment are at risk:
 - **Edison Landing Smartzone** – As previously noted, the General Fund budget includes a \$160,000 transfer to help pay required debt service in 2013-14. Although Smartzone bonds have been refunded to achieve lower interest costs, the annual debt service requirements will rise in future years, requiring larger General Fund subsidies.

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For FY 2015 the General fund contribution is expected to be \$225,000 growing to over \$325,000 by FY 2018. Taxable development on the site is needed to keep debt service requirements from continuing to be a drain on the General Fund. Unfortunately, there are not any significant projects anticipated soon.

- **DDA** – The DDA bonds were refinanced in 2010-11 to take advantage of lower interest rates. Annual debt service on the bonds is now approximately \$335,000. Estimates are that 2013-14 tax increment collections in the DDA district, coupled with available fund balance, will be sufficient to cover this obligation through maturity. However, tax appeals or other tax increment losses could cause these bonds to also become a drain on the General Fund.
- **State Shared Revenue** – In recent years the City's annual share of these revenues has been cut by over \$1.5 million. Revenue Sharing has stabilized for the time being, but this is a funding source that could likely be cut in the future.
- **Property Tax Revenues** - The City's property tax base continues to decrease. Unfortunately, the decrease is getting worse and there are not any signs that this will change anytime soon. As mentioned earlier, the prospect of the B.C. Cobb Plant going out of service in 2015 will create a greater property tax decline.
- In December 2012, the state approved a complicated plan leading to elimination of personal property taxes over the next several years. Successful implementation of the plan requires several intermediate steps be taken including passage of a statewide referendum in 2014. If everything goes according to the state's plan, the City will experience a loss of personal property taxes in the area of \$70,000 annually - which is far better than the level of loss once feared. Nonetheless, the complexity and uncertainty of this issue will require careful monitoring by the City in coming years.
- **City Income Tax** – The City income tax was one of the few bright revenue spots until late 2009. Since then, income tax collections have dropped dramatically. However, the current year has been cause for optimism. Income tax collections have increased and are expected to continue to do so.
- **Union Contracts** – The police patrol union, firefighter union, SEIU 517 M (Clerical) union and 517 M Unit 2 (DPW) union contracts expire at the end of 2013. Negotiations with the police patrol union have begun and negotiations with the other unions will begin later this year. The outcome of these contracts will have a significant impact on the City's financial situation.

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- **Tax Appeals** – The trend of a large number of property tax appeals, including several from major property owners, has slowed, but continues nevertheless. The outcome of these appeals will have a significant affect on future property taxes. Unfortunately, it may be several years before final resolution is reached due to the high number of tax appeals being filed throughout the state.

We will monitor these issues closely in the coming months and keep you informed. Also, we will continue the quarterly reforecast of the budget in order to make adjustments as changing conditions and/or Commission policies dictate. The final 2012-13 reforecast and update is incorporated into this budget document.

Budget Process and Detail

The proposed 2013-14 City Budget was prepared and presented in a manner intended to focus attention on overall resource allocation priorities and policies rather than line item expenditure detail. Staff believes that the “top-down” resource allocation budget process that has now been used for ten consecutive budget cycles is a more efficient and effective method of making resource allocation decisions than building budgets “up” from detailed line-item expenditure estimates. Also, central to the City’s budget process is the belief that responsibility and accountability for budgeted funds should rest largely with department heads and that these managers should be permitted considerable flexibility in managing their operations within the overall limits of their budgets.

As presented herein, proposed departmental expenditures are shown at the expenditure category level of detail (e.g. 5100 “Salaries and Benefits”, 5200 “Operating Supplies”). To further explain by example, “Contractual Services” (5300 level accounts) are budgeted in total rather than listing detail for each of the 50 individual line-item accounts that make up this category. Following are descriptions intended to help the reader understand the makeup of the expense categories as presented in the budget.

Salaries and Benefits (5100 level accounts) – This category comprises 23 separate line-item accounts for all wage and benefit costs paid to City employees. Examples include accounts for regular full-time salaries, temporary salaries, FICA, retirement, health insurance, etc.

Operating Supplies (5200 level accounts) - This category comprises 34 separate line-item accounts for supplies purchased by City departments. Examples include accounts for office supplies, computer supplies, irrigation supplies, road maintenance supplies, etc.

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Contractual Services (5300 level accounts) - This category comprises 50 separate line-item accounts for various services purchased from outside service providers. Examples include audit fees, electricity, gas, and other utilities, printing, vehicle rental, insurance, etc.

Other Expenses (5400 level accounts) - This category comprises 6 line-item accounts, the primary one being expenditures for conferences, training and travel.

Capital Outlays (5700 level accounts) - This category comprises 17 separate accounts for capital equipment purchased by City departments. Examples include land purchases, vehicles, and office furniture and equipment.

Other Financing Uses (5900 level accounts) - This category comprises 19 separate line-item accounts for uses not technically categorized as "expenditures". Examples include principal and interest payments on debt, operating transfers between funds, and depreciation.

Budget Schedule

The above is intended to provide you with highlights of the proposed 2013-14 Budget and prepare you for a detailed review of the same. This review is scheduled for the City Commission work session on June 10, 2013. A public hearing on the budget is scheduled for the regular City Commission meeting to be held on June 11, 2013. The budget could be adopted at that same meeting. Regardless, City Ordinance requires that the budget be adopted no later than the second meeting in June (June 25, 2013).

Finally, I would like to thank Tim Paul, Finance Director, Beth Lewis, Assistant Finance Director, the other members of the Finance Department and the department heads for their efforts in preparing the financial information and the proposed document.

Respectfully,

A handwritten signature in cursive script that reads "Bryon L. Mazade".

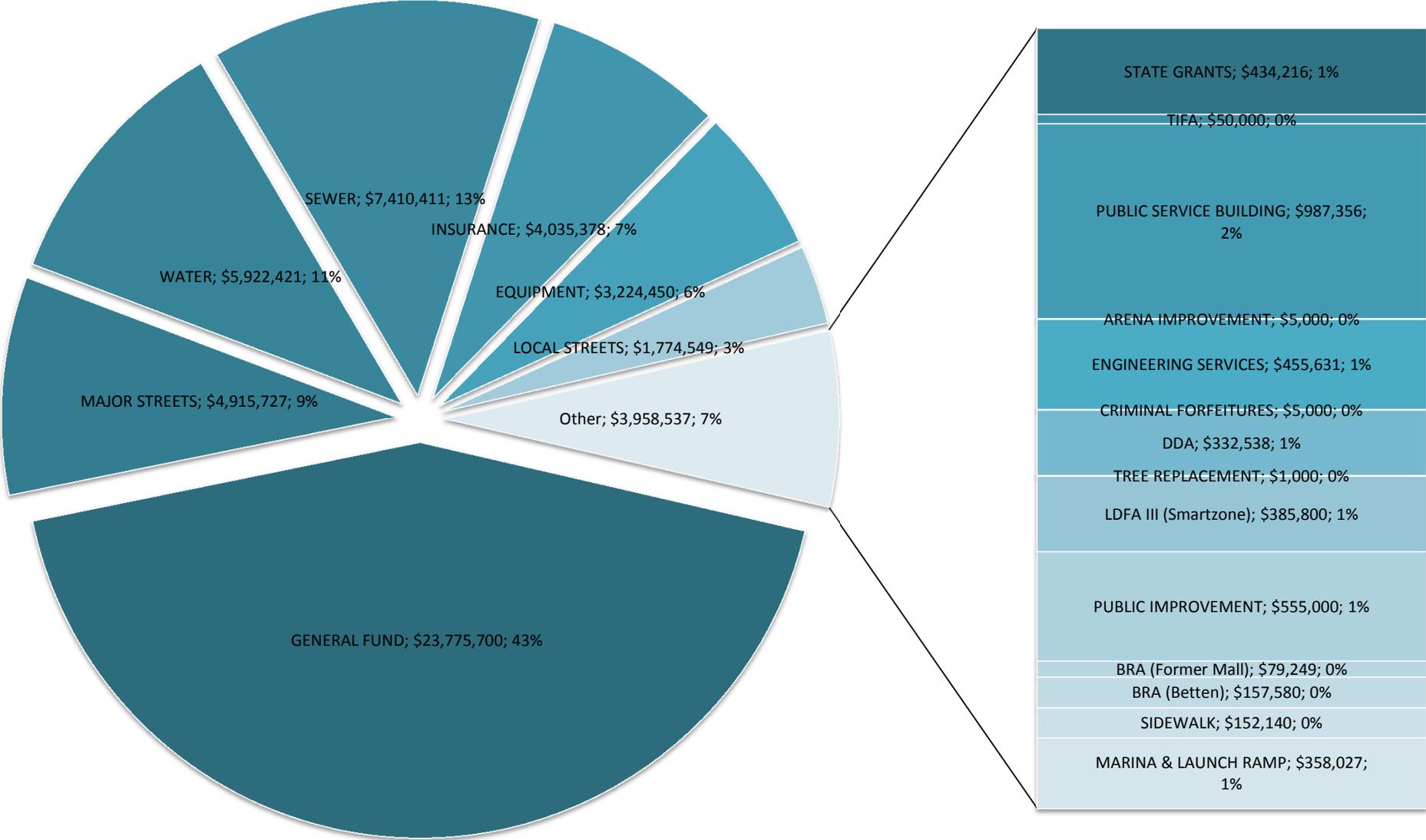
Bryon L. Mazade
City Manager

SUMMARY CHARTS AND GRAPHS

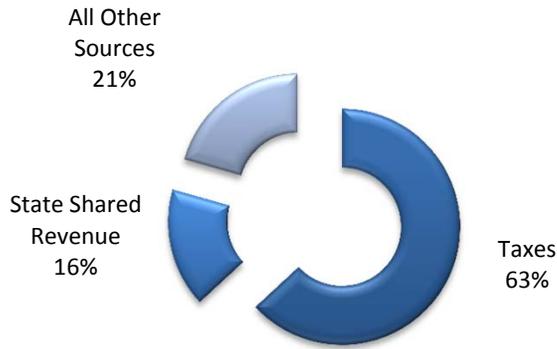
**City of Muskegon
2013-14 Budget Summary
Summary of Budgeted Funds**

Fund Name	Projected Beginning Fund Balance/Working Capital	Projected Revenues	Projected Expenditures	Projected Ending Fund Balance/Working Capital	Increase (Decrease) Fund Balance/Working Capital
1 General	\$ 5,552,504	\$ 23,183,205	\$ 23,775,700	\$ 4,960,009	\$ (592,495)
2 Major Streets	1,365,652	3,852,945	4,915,727	302,870	(1,062,782)
3 Local Streets	161,357	1,645,698	1,774,549	32,506	(128,851)
4 Criminal Forfeitures Fund	164,719	18,700	5,000	178,419	13,700
5 Budget Stabilization Fund	1,700,000	-	-	1,700,000	-
6 Tree Replacement Fund	1,049	1,550	1,000	1,599	550
7 Brownfield Authority Fund (Betten)	(1,513,615)	128,290	157,580	(1,542,905)	(29,290)
8 Brownfield Authority Fund (Former Mall)	-	79,249	79,249	-	-
9 Tax Increment Finance Authority Fund	14,278	36,812	50,000	1,090	(13,188)
10 Downtown Development Authority Debt Fund	166,941	293,681	332,538	128,084	(38,857)
11 Local Development Finance Authority III Fund (SZ)	94,556	372,863	385,800	81,619	(12,937)
12 Arena Improvement	6,479	14,200	5,000	15,679	9,200
13 Sidewalk Improvement	468,965	41,000	152,140	357,825	(111,140)
14 Public Improvement	708,558	212,500	555,000	366,058	(342,500)
15 State Grants	127,550	413,500	434,216	106,834	(20,716)
16 Marina & Launch Ramp	232,436	359,800	358,027	234,209	1,773
17 Public Service Building	428,846	1,093,448	987,356	534,938	106,092
18 Engineering Services	102,181	517,500	455,631	164,050	61,869
19 Equipment	1,546,209	2,227,500	3,224,450	549,259	(996,950)
20 General Insurance	1,915,067	4,048,046	4,035,378	1,927,735	12,668
21 Sewer	3,655,685	6,740,351	7,410,411	2,985,625	(670,060)
22 Water	2,397,782	6,467,298	5,922,421	2,942,659	544,877
Total All Budgeted Funds	\$ 19,297,199	\$ 51,748,137	\$ 55,017,173	\$ 16,028,163	\$ (3,269,036)

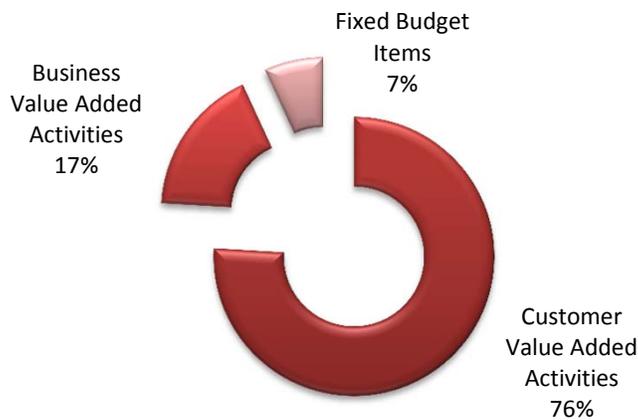
**City of Muskegon
2013-14 Budgeted Expenditures
\$55,017,173**



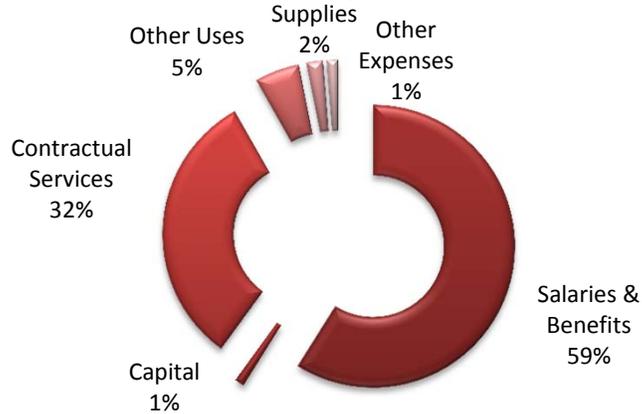
2013-14 GENERAL FUND REVENUES
\$23,183,205



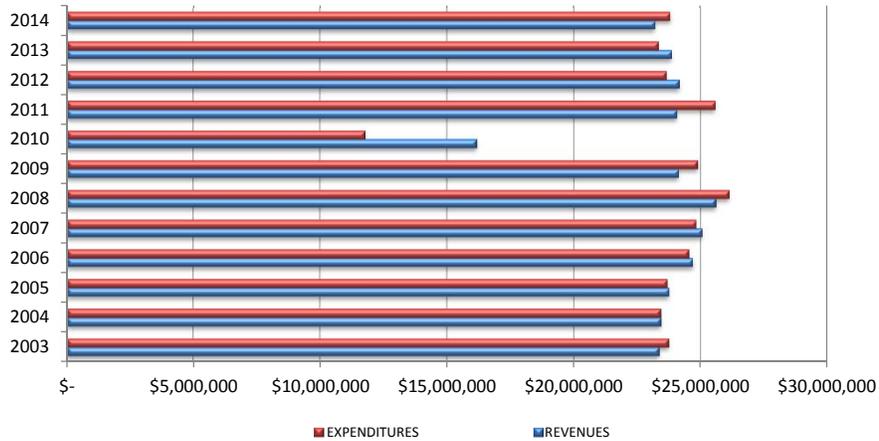
2013-14 GENERAL FUND EXPENSES
\$23,775,700



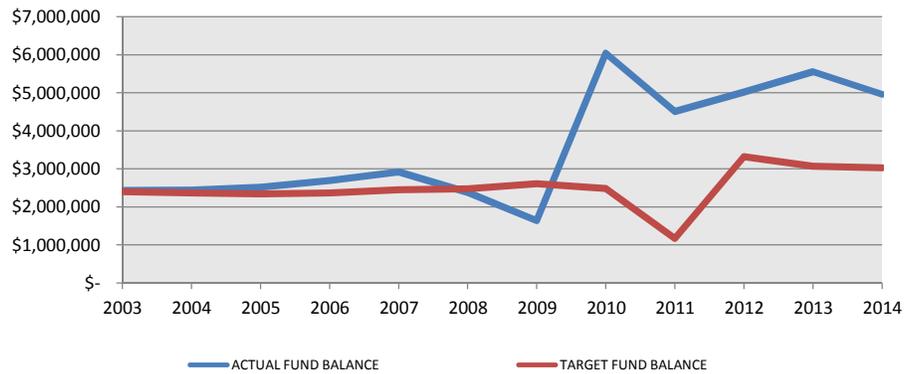
2013-14 GENERAL FUND EXPENSES
\$23,775,700



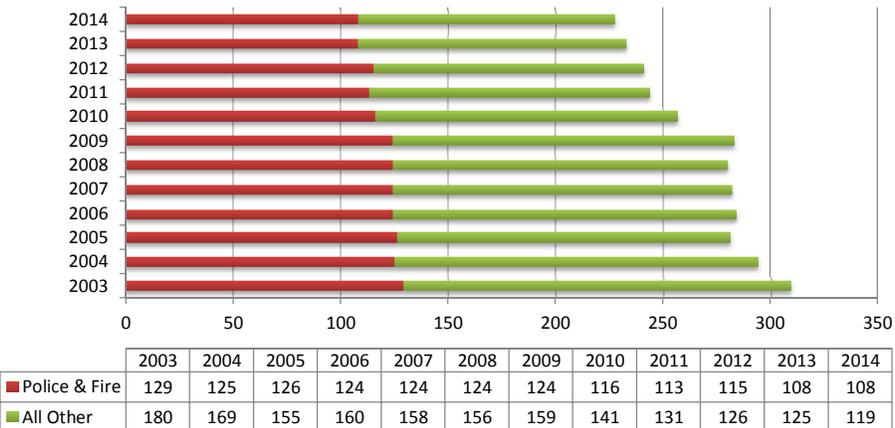
GENERAL FUND REVENUES AND EXPENDITURES



ACTUAL FUND BALANCE VS TARGET



Budgeted Full-Time Positions - Since 2003



Five Year Fiscal Forecast City of Muskegon - General Fund

	FY14 Original Budget	Estimated Annual Percentage Change						FY15 Estimate	FY16 Estimate	FY17 Estimate	FY18 Estimate	FY19 Estimate
		Year 1	Year 2	Year 3	Year 4	Year 5						
REVENUES							REVENUES					
Property Taxes	\$ 6,859,131	-2%	8%	-1%	0%	0%	\$ 6,721,948	\$ 7,259,704	\$ 7,187,107	\$ 7,187,107	\$ 7,187,107	
State Revenue Sharing	\$ 3,776,201	1%	1%	1%	1%	1%	\$ 3,813,963	\$ 3,852,103	\$ 3,890,624	\$ 3,929,530	\$ 3,968,825	
Income Tax	\$ 7,600,000	1%	0%	1%	0%	1%	\$ 7,676,000	\$ 7,676,000	\$ 7,752,760	\$ 7,752,760	\$ 7,830,288	
Fines & Fees	\$ 437,000	0%	0%	0%	0%	0%	\$ 437,000	\$ 437,000	\$ 437,000	\$ 437,000	\$ 437,000	
Licenses & Permits	\$ 1,245,500	1%	0%	1%	0%	1%	\$ 1,257,955	\$ 1,257,955	\$ 1,270,535	\$ 1,270,535	\$ 1,283,240	
Interest Income	\$ 50,000	2%	0%	2%	0%	2%	\$ 51,000	\$ 51,000	\$ 52,020	\$ 52,020	\$ 53,060	
Grant Revenues	\$ 57,675	0%	0%	0%	0%	0%	\$ 57,675	\$ 57,675	\$ 57,675	\$ 57,675	\$ 57,675	
Other Revenues	\$ 3,157,698	1%	1%	1%	1%	1%	\$ 3,189,275	\$ 3,221,168	\$ 3,253,379	\$ 3,285,913	\$ 3,318,772	
Total Revenues	\$ 23,183,205						\$ 23,204,816	\$ 23,812,605	\$ 23,901,100	\$ 23,972,540	\$ 24,135,968	
EXPENDITURES							EXPENDITURES					
Salaries & Benefits	\$14,010,176	2%	3%	2%	3%	4%	\$ 14,290,380	\$ 14,719,091	\$ 15,013,473	\$ 15,463,877	\$ 16,082,432	
Operating Supplies	\$ 442,461	0%	1%	0%	1%	0%	\$ 442,461	\$ 446,886	\$ 446,886	\$ 451,354	\$ 451,354	
Contractual Services	\$ 7,308,480	1%	1%	1%	1%	1%	\$ 7,381,565	\$ 7,455,380	\$ 7,529,934	\$ 7,605,234	\$ 7,681,286	
Other Expenditures	\$ 46,850	1%	1%	1%	1%	1%	\$ 47,319	\$ 47,792	\$ 48,270	\$ 48,752	\$ 49,240	
Special	\$ -	0%	0%	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	
Property & Liability Insurance	\$ 251,656	2%	1%	2%	1%	2%	\$ 256,689	\$ 259,256	\$ 264,441	\$ 267,086	\$ 272,427	
Contingency	\$ 250,000	0%	0%	0%	0%	0%	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	
Capital Outlays	\$ 258,031	0%	0%	0%	0%	0%	\$ 258,031	\$ 258,031	\$ 258,031	\$ 258,031	\$ 258,031	
Debt Service	\$ 280,000	0%	0%	0%	0%	0%	\$ 280,000	\$ 280,000	\$ 280,000	\$ 280,000	\$ 280,000	
Transfers to Other Funds	\$ 928,046	10%	8%	0%	0%	8%	\$ 1,020,851	\$ 1,102,519	\$ 1,102,519	\$ 1,102,519	\$ 1,190,720	
Total Expenditures	\$ 23,775,700						\$ 24,227,295	\$ 24,818,954	\$ 25,193,553	\$ 25,726,852	\$ 26,515,491	
Net Revenues (Expenditures)	\$ (592,495)						\$ (1,022,478)	\$ (1,006,350)	\$ (1,292,453)	\$ (1,754,313)	\$ (2,379,523)	
Ending Fund Balance	\$ 4,960,009						\$ 3,937,531	\$ 2,931,182	\$ 1,638,728	\$ (115,584)	\$ (2,495,107)	

Comments on Key Forecast Assumptions

Property Taxes - assumes phaseout of operations at the City's largest property taxpayer - The BC Cobb electric generating plant. For 2016 it is assumed City will levy its one remaining general operating mill to help offset the Cobb losses.

State Shared Revenues - stable with slight growth as state economy rebounds.

Income Tax - moderate growth assumes no recession during forecast period.

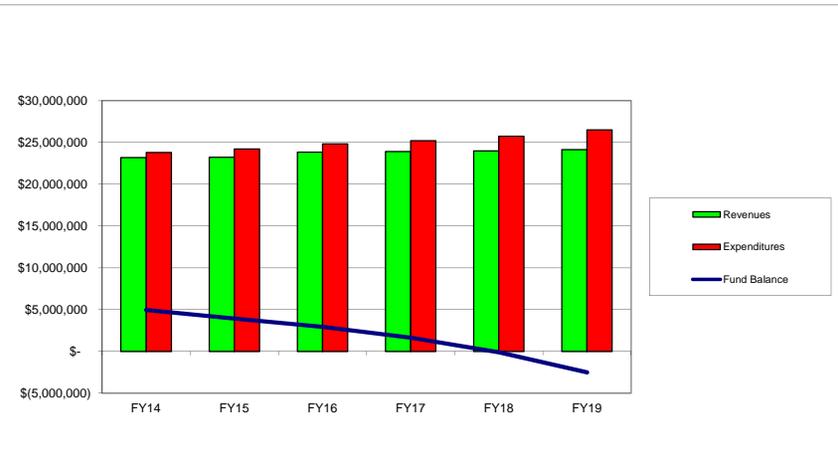
Salaries & Benefits - assumes very modest wage increases but growing increases in pension and health insurance costs.

Capital Outlays - likely to decrease due to competing cost pressures.

Transfers - the General Fund subsidy to retire the SmartZone bonds will grow as will need for local funding for streets.

SUMMARY

The City currently has healthy general fund balance and budget stabilization reserve. However, Consumers Energy has announced the closure of the BC Cobb facility which will result in significant annual property tax loss. State shared revenues seemed to have stabilized and are slightly increasing. On the expenditure side it is assumed that the mix of general fund operations remains stable. Additional transfers to other funds will be needed to help cover Smartzone debt service. It is assumed that wage growth can be kept at modest levels; however, significant cost pressures are anticipated from pension and/or healthcare. Without significant new revenues or cutbacks in staff/service levels, the forecast is for continued annual operating deficits that will exhaust the City's fund balance reserves in 3-5 years.



BUDGET NARRATIVES BY DIVISION

PUBLIC REPRESENTATION DIVISION

DIVISION SUMMARY

PUBLIC REPRESENTATION

Division Description

The Public Representation Division is responsible for developing, adopting, and implementing policy decisions for the City. The division is made up of four budgets: City Commission, City Manager’s Office, the City Attorney and Contributions to Outside Organizations. Major divisional responsibilities include establishment of policies, services, and programs for citizens, administration of daily City operations, and providing guidance and direction to all City Departments. The City Attorney’s office prepares ordinances, contracts, and other legal documents for the City and provides legal advice.

Divisional Relationship to City Commission Goals

- **Take Leadership Responsibility for Improving Race Relations and Diversity.**
The City Commission and the City Manager’s Office work to improve race relations through action and policy. The City Manager’s Office will work on this goal with various community groups. The City Commission, through the Community Relations Committee, provides opportunities for positions on various boards and committees to a diverse mix of citizens. The City also co-sponsors the Dr. Martin Luther King Jr. Unity Day Breakfast.
- **Foster Opportunities for City Youth.**
The City Commission and City Manager’s Office support our youth by funding recreation and other programs directed toward youth.

- **Promote Economic Stability, Diverse Economic Growth and Redevelopment.**
The City Manager’s Office works with existing and prospective businesses to retain and grow the economic base of the City. This is achieved in part by the Business Partnership Initiative (BPI) Program that began in 1998. The City also achieves this goal by encouraging economic development through the use of various economic development incentives. The City also works closely with, and financially supports, Muskegon Area First and Downtown Muskegon Now to retain businesses and develop new business opportunities.
- **Sustain the Natural, Cultural and Recreational Resources of the Community.**
The City Commission and the City Manager’s Office continually promote this goal through adoption and implementation of policies and programs (Blue Wave designation for Pere Marquette Beach) that preserve the natural resources of the City. The City has worked with other agencies to clean up and aesthetically improve natural areas.
- **Foster Strong Ties Among Governments and Community Agencies.**
The City Commission and City Manager work with various local governments and community agencies on a number of projects and programs. Some of these include, but are not limited to, Muskegon Area First, Central Dispatch, MATS, MALMC, and Neighborhood Associations of Muskegon. The City is also involved with the Chamber of Commerce’s Shared Services Study.

- **Maintain and Enhance the Neighborhoods of the City.**

The City Commission appropriates funds and sets policy to address blighting influences in the City. The City Commission also works with and funds Neighborhood Associations.

2013-14 Budget Highlights

- *City Commission:* A major focus for the City Commission will be the hiring of a new city manager. The City Commission will continue to improve community relations through their participation in various community events. The Commission will also continue to work towards improving race relations within the City through supporting events like the Dr. Martin Luther King Jr. Unity Day Breakfast.
- *City Attorney's Office:* The City Attorney will continue to provide routine and special legal services to the City. The City Attorney will also prepare the necessary legal documents (development agreements, etc.) relative to special projects.
- *City Manager's Office:* The City Manager's Office will continue to pursue cooperative efforts and potential functional cooperation with other local governments. This office will also continue to work to improve the economic climate in the City in order to create an environment conducive to private investment. Specific projects include, but are not limited to, the following: Smartzone Development, Promotion of Seaway Industrial Park, Redevelopment of downtown properties, and Renaissance Zone Implementation. A major effort will be to successfully negotiate collective bargaining agreements with Police Patrol, Fire and the two SEIU unions. All of these contracts expire at the end of 2013.
- *Contributions to Outside Organizations:* The Contributions budget provides the mechanism for the City to fund several agencies that assist the City in achieving its goals and providing certain services. The following agencies are being funded in 2013-2014:

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- 1) Neighborhood Associations of Muskegon
- 2) Muskegon Area Transit System
- 3) Muskegon Area First
- 4) Veterans Memorial Day
- 5) Unity Day Breakfast
- 6) Muskegon Area Labor/Management Committee
- 7) Community Access Line of the Lakeshore (CALL) - 211 Service
- 8) Lakeside Business Association
- 9) Downtown Muskegon Now
- 10) West Michigan Economic Partnership

ADMINISTRATIVE SERVICES DIVISION

DIVISION SUMMARY

ADMINISTRATIVE SERVICES

Division Description

The Administrative Services Division provides direct services and internal support services necessary for the operation of the City. The division is made up of three departments: City Clerk's Office, Civil Service Office and the Affirmative Action Office. Major divisional responsibilities include public and community relations, election administration, City Commission affairs, business registration and permits, personnel recruitment and record keeping, workers compensation and risk management, prevailing wage contract compliance, and ADA compliance.

Divisional Relationship to City Commission Goals

- **Take Leadership Responsibility for Improving Race Relations and Diversity.** We support and promote this goal internally by fostering cultural sensitivity among employees and by exploring opportunities to operationalize the City's vision of having a workplace that reflects the community. We also support this goal externally by our direct involvement with community groups undertaking initiatives toward improving race relations in the community. We also promote racial diversity by directly encouraging residents of minority groups to apply for appointment to City boards and committees.
- **Foster Opportunities for City Youth.** This goal is supported by the City using interns when possible. The City also participates in the MAISD High School Career Fair.

- **Promote Economic Stability, Diverse Economic Growth and Redevelopment.** Administrative Services Division meets this goal through coordination of the following programs: business registration, tax abatement reviews and contract compliance. Through the Minority and Disadvantaged Contractors Program, the division fosters opportunities for inclusion and diversity of small business contractors to participate in the economic development process. We also partner with the Inclusion and Community Awareness Committee through the Muskegon Lakeshore Chamber of Commerce. The City continues to encourage minority- and women-owned business contractors to acquire a Federal Disadvantaged Business Enterprise (DBE) Certificate.
- **Sustain the Natural, Cultural and Recreational Resources of the Community.** This goal is met indirectly through our written support of grant requests (by various community agencies/groups) to enhance and promote cultural activities.

2013-2014 Budget Highlights

- *Affirmative Action and Risk Management Department:* We will continue to be responsible for Prevailing Wage Contract Compliance, the Workers' Compensation Program, Equal Employment Opportunity, and Americans with Disabilities Act (ADA) compliance. Updated drafts of the EEO/ADA Plan and the Injury and Vehicle Accident Reporting Instruction Manual have been completed. The Request for Proposals (RFP's) for Temporary Staffing Services Agreement was completed, and seasonal job descriptions were updated. The recruitment listings for Civil Service were updated, and we have begun attending job fairs and expos to meet potential applicants. Since the elimination of the Equal

Opportunity Committee, goals for minorities and women gaining access to City employment, construction projects, and supplier diversity remain a priority. Assist Civil Service by sitting on interview panels during hiring process for various positions. Since the County of Muskegon began spearheading the Fair Housing efforts in 2010, we continue to assist with complaints and community outreach. Risk Management responsibilities with the city-wide Safety and Public Works Incident Review Committees will continue. Finally, this department also reviews demographic makeup and Affirmative Action policies for Industrial Facilities Tax Abatements (ITFs) granted to area businesses.

- *City Clerk's Office:* We will continue to work with the City Commission on the Community Relations and other committees that have direct impact on the City. We will continue our efforts to improve communication with residents, media and employees. We will continue to offer passport application services, handle business license registration, update and add to our City Clerk web page, and provide training to our election inspectors on the constantly changing election laws.
- *Civil Service Department:* The City continues to contract with the County of Muskegon to administer Civil Service responsibilities.

Future Outlook

Following are the major goals of the Administration Division incorporated in the proposed budget:

- *Affirmative Action and Risk Management:*
 - Work more closely with the Finance to implement the Workers' Compensation and Risk Management Program.
 - Work with the city-wide Safety Committee to address safe work practices.
 - Work with the city-wide Health Committee to promote healthy lifestyles.

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- Continue Equal Employment Opportunity and inclusion efforts.
- Continue to pursue contract compliance.
- Work closely with departments in facilitating the implementation of the ADA Project Civic Access settlement agreement.
- Assist in the resolution of fair housing complaints and participate in multi-jurisdictional effort addressing fair housing standards.
- Update temporary and seasonal job descriptions.
- Attend Job Fairs and Expos.
- Sit on interview panels for open positions.
- *City Clerk:*
 - Conduct three elections: August Primary, September Special and November General elections.
 - Train election inspectors to promote to election chairperson and co-chairperson positions. Continue recruitment efforts of students.
 - Invite high schools to conduct mock election for homecoming court on election equipment, to promote voter registration and the importance of voting.
 - Continue with current awards and support of community efforts and events, as well as years of service awards for employees and fundraisers and events for employees.
 - Promote passport applications through advertising on park benches and other venues.
 - Work with MuniCode, City Attorney and Department Heads to codify/update ordinances.
- *Civil Service:*
 - The Civil Service Commission is exploring becoming more of an appeals board for personnel matters.

FINANCIAL SERVICES DIVISION

DIVISION SUMMARY

Financial Services

Division Description

The Financial Services Division is made up of the following departments: Finance Administration, City Treasurer's Office, Income Tax Administration and Information Systems. The division is responsible for all financial activities of the City; specifically, property tax collections, utility billing and collections, payroll and employee benefits, accounts payable and accounts receivable, City debt issuance, income tax collections and management of the City's computer network and related information systems. Additionally, the division oversees several contractual relationships:

- Muskegon County Equalization Department which performs all property tax assessment services for the City.
- L. C. Walker Arena and the associated contract with the Arena Management Group LLC.
- Fisherman's Landing and the associated management contract with Fisherman's Landing, Inc.
- Digital Spectrum which manages the City's PEG (public, educational, governmental) cable channel including telecast of City Commission meetings.
- CATV franchise with Comcast

Divisional Relationship to City Commission Goals

- **City Mission Statement: To improve the quality of life for the citizens of Muskegon through stewardship of resources, excellent service and leadership for the greater community.** It is primarily in the area of resource stewardship that the Finance Division contributes to this mission. Employees of the division work to maximize the financial

resources available to support municipal services through revenue collections, investments, and sound financial management practices. Also, they provide the City Commission and department managers with timely and accurate financial information critical to prudent stewardship. Sound finances are important in shaping the perception that citizens, investors, bond rating agencies and others have of the City of Muskegon. Financial Services Division staff takes pride in providing excellent financial leadership for the City in accordance with the highest professional standards.

- **Foster Opportunities for City Youth.** The Division has participated in Baker College and Grand Valley State University's Internships programs. Staff spends quality time to provide personal and professional development to interns which ensures their competitive advantage when entering the job market. Additionally several staff members volunteer in the schools through Junior Achievement.
- **Promote Economic Stability, Diverse Economic Growth and Redevelopment.** The Finance Division plays a key role in analyzing the financial impact, budgeting and identifying funding sources for City economic development initiatives such as the Smart Zone/Edison Landing, Seaway Industrial Park and the Farmers Market relocation. Ultimately, implementation and future oversight of these initiatives becomes the responsibility of the Finance Division through activities such as bond issuance and tax increment administration.
- **Foster Strong Ties Among Governments and Community Agencies.** The Finance Division works closely with other governmental units to ensure services are provided in a cost-effective manner. Examples include tax collection services

provided by the City Treasurer's Office and the intergovernmental agreement with Muskegon County for assessment services. Additionally, staff is involved with the *One Muskegon* intergovernmental cooperation initiative.

- **Develop and Maintain City Infrastructure and Facilities.**

The Finance Division strives to be on the cutting edge of new technology. Improvements and updates to the security of the City's information network protect the integrity of our information and continual enhancements to the City's web site and Intranet site provide access to more information and services to City of Muskegon employees and citizens.

- **Maintain and Enhance the Neighborhoods of the City.**

The Division's Reengineering Committee is continually reevaluating techniques for improving our collection efforts especially on environmental invoices. The Committee has also been instrumental in updating and centralizing data bases used by City departments for everything from City mailings to billing information. These efforts will reduce blight in our neighborhoods and increase the flow of information to residents.

2013/2014 Budget Highlights

- *Finance Administration:* The budget provides for continuation of current service levels. No staffing changes are proposed for FY2013-14.
- *Assessing Services:* Continuation of the current contract with Muskegon County for Assessing. The contract will again be reviewed to determine whether it remains the most cost-effective means of providing this service.
- *City Treasurer:* The 2013/2014 budget incorporates the reduction of ½ FTE through sharing of one Customer Service Representative II position with Income Tax Administration. The Treasurer's Office will continue to look for ways to maintain or enhance collections for amounts owed to

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the City. The department will also continue working with the updated financial management systems seeking opportunities for operational efficiency.

- *Income Tax Administration:* The 2013/2014 budget calls for a reduction of ½ FTE through sharing of one Customer Service Representative II with Treasurer's Office. The budget provides for continued collection and tax enforcement activities. The income tax office will continue to move towards electronic acceptance of tax returns.
- *LC Walker Arena:* The 2013/2014 budget provides for the General Fund to continue to pay the fixed \$235,000 management fee to subsidize arena operations. The Arena is now 50 years old and the last major facility improvements were made almost 20 years ago. A priority for the coming year will be to develop plans to finance major capital needs (roof, boilers, etc.) that will be required in coming years.
- *Information Technology:* The department is in the process of virtualizing all the servers within the organization providing long term savings along with easy management of the entire system. New fiber to the Public Works building is also being installed for increased redundancy and services.
- *Fisherman's Landing:* Continued monitoring of operations.

Future Outlook

Following are some of the major goals of the Finance Division incorporated in the 2013/2014 proposed budget:

Finance Administration

- Continued development of a financial plan to deal with the budgetary impact of the announced closing of the City's largest property tax payer.
- Managing and controlling the City's legacy (pension/OPEB) and employee healthcare costs to ensure these items do not overwhelm the City's budget.
- Further transitioning to electronic payments for vendors and employees to

save on postage, printing and staff resources.

- Continued monitoring/compliance of the state's EVIP program to maximize the City's State Shared Revenue;
- Continue working on ways to improve efficiency and reduce costs.

Assessing Services

- Work closely with County staff on the tax base impacts of the announced BC Cobb plant closure;
- Research current contract with the County as well as other possible Assessing options to ensure the City is receiving the highest level of expertise and customer service.

City Treasurer

- Implement customer service training initiative for department staff.
- Harvest more benefit from financial management systems to increase administrative efficiencies.
- Continue to administer the phase-out of the Renaissance Zones within the City and the appropriate billing of taxes.
- Work with City Clerk and the ordinance consultant to make sure sections of City Ordinances that are pertinent to administrative functions of the Treasurer's Office are properly updated.

Income Tax Administration

- Implement internal and external procedures to decrease the handling of paper tax returns.
- Increase withholding and business compliance.
- Continue to increase the number of businesses that electronically submit their W-2's and W-3 information to our department.
- Increase the number of direct deposit refunds.
- Focus more on withholding tax compliance, explore options of criminal prosecution of violators.

L C Walker Arena

- Continued collaboration with Arena Management to increase the number of

events and overall attendance at the Arena.

- Explore other income-producing strategies including sale of naming rights.
- Develop and implement plan for Arena's future direction including capital needs.

Information Technology

- Provide methods for citizens to interact with government through online resources.
- New face lift for our main website with more emphasis on mobile responsiveness.
- Upgrade network infrastructure.
- Install virtual servers for better e-mail and file archiving with focus on record emerging retention guidelines.
- Continue to promote sharing of IT resources (including data, information, expertise and technology.)

PUBLIC SAFETY DIVISION

DIVISION SUMMARY

POLICE DEPARTMENT

Department Description

The Muskegon Police Department consists of the following bureaus: Police Patrol Operations, Investigations, Neighborhood Policing, and Public Safety Administration. Each bureau encompasses units of related functions that contribute toward the department's overall goal accomplishment. Primary responsibilities of the department include law enforcement, investigations and the maintenance of public records. The police department operates within the context of community policing i.e., forming community partnerships to reduce crime, enhance safety and overall quality of life within the city.

Departmental Relationship to City Commission Goals

- **Take Leadership Responsibility for Improving Race Relations & Diversity:**
When hiring, the department continues its efforts to recruit members of the minority community and women. The department continues to foster ties with our minority communities and various faith-based organizations. We actively participate in community forums and neighborhood meetings. Citizen's Police Academy and our Citizen's Police Review Board are an integral part of our outreach. The department is committed to building trust, especially with our citizens from minority groups. The Social Justice Committee is an exemplary effort to support our mentioned philosophy.
- **Youth & Police Cooperative:**
The department continues to have a strong presence in our schools. We are continuing our commitment to our youth through programs such as Keep Kids in School

(KKIS), the annual Police/Fire Fishing Derby, and Buddy Bucks programs. The neighborhood officers have been directed to spend a portion of each week in their neighborhood elementary schools and the middle school. A School Liaison Officer has been assigned full-time to the high school. Drug/Alcohol awareness will be a focus in the future for our youth.

- **Promote Economic Stability, Diverse Economic Growth and Redevelopment:**
As a member of a city team, the department actively partners with developers, promoters and local businesses to address parking, traffic and security concerns.
- **Sustain the Natural, Cultural and Recreational Resources of the Community:**
In partnering with groups and coordinating events such as Coast West, Unity Festival, Muskegon Bike Time and the Irish Festival, the department has become specialized at handling special events. We recognize that events such as these are key to the economic stability of our community and our department staff takes great pride in the success of these events.
- **Foster Strong Ties Among Governments and Community Agencies:**
The department works in conjunction with other regional law enforcement agencies such as West Michigan Enforcement Team (*WEMET*) in coordinating drug enforcement. This association has produced favorable results for the city. The department also works closely with the Child Abuse Council and Every Woman's Place to address domestic violence and child abuse issues. We continue to explore opportunities to share or merge functions with other law enforcement agencies.

- **Develop and Maintain City Infrastructure and Facilities:**

Staff is part of both the city and county *Emergency Management Team*. With the onset of Homeland Security efforts, there are responsibilities associated with the security of a number of public facilities.

- **Maintain & Enhance the Neighborhoods of the City:**

Community policing will continue to serve as the cornerstone in the department's efforts to provide effective police services to our community. Our organizational structure is designed to encourage a team approach in addressing issues within the neighborhoods. Neighborhood Officers and Response Teams are the key to reducing reported crime. The department will continue to be innovative in addressing the perception of crime within our city.

2013-2014 Budget Highlights:

- Due to the loss of staffing in the past, we are receiving a lesser amount of state training funds (*Public Act 302*). We will continue to participate in the West Michigan Training Consortium in order to maximize our training dollars, and explore future opportunities to focus on core training.
- We will explore ways in which to manage our energy costs especially those costs associated with our vehicles.
- Police Command has been directed to provide strict control and oversight of our overtime and operational costs.
- Through collective bargaining the City and Union(s) are working together to address costly items in the labor contracts and to implement state mandatory benefit changes which will reduce labor costs now and into the future that will reflect positively on the city's over-all economic health.

Police Patrol Operations:

- A School Liaison Officer is assigned to Muskegon High School on a full-time basis.

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- Provide consistent traffic enforcement in those areas of the city, including neighborhoods, with identified needs. We are also funding selected patrols with funding from the Office of Highway Safety Planning.
- Maintain strong ties with our neighborhood watch and initiative programs.
- Flexible scheduling to meet the needs and request of the neighborhoods.

Investigations Services:

- Continue to pursue technology that will aid in the development of effective investigation strategies.
- Continue to improve our caseload management; ensure that detectives are being assigned to cases in an effective and efficient manner.
- Provide a coordinated response to narcotics violations throughout the city with an emphasis on street-level and neighborhood enforcement.
- Partner with neighborhood and patrol officers in developing strategies to resolve crime issues.
- Maintain positive, working relationships with the media.
- Continue our work with the U.S. Department of Justice and Project Safe Neighborhood and Street Crimes Task Force initiatives.
- When necessary, utilize regional task forces to investigate violent crimes, with includes State and Federal resources.

Public Safety Administration:

- Maintain an “*open door*” policy for our community. Focus on outreach to our minority communities.
- Serve as a leader and mentor in the development of the department’s management team.
- Ensure that our complaint process is open, fair and accessible to our community.
- Foster positive labor-management relations.
- Responsible budgeting to assure future core services.
- Be assertive in seeking out grants and other sources of funding to forward our services and programs.

FIRE DEPARTMENT

Department Description

The Muskegon Fire Department provides the following services: fire suppression, emergency medical service, fire prevention, specialized rescue, building and trade inspections and code enforcement. The department provides the aforementioned services as well as fire prevention and fire safety education for our community.

Departmental Relationship to City Commission Goals:

- **Take Leadership Responsibility for Improving Race Relations**
The department will continue efforts to recruit and retain members of the minority community and women. Staff is committed to building and maintaining trust, especially with members of our minority communities.
- **Foster Opportunities for City Youth**
Our Firematch and Juvenile Firesetter programs are designed to help troubled children. We continue to partner with schools and community groups in an effort to establish positive relationships with youth within our city.

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- **Promote the Economic Stability, Diverse Economic Growth and Redevelopment**
SAFEbuilt staff and fire prevention staff will assist homeowners, contractors and developers in meeting their code obligations. Our responsibilities will be carried out in a professional, customer service oriented manner.
- **Sustain Natural, Cultural and Recreational Resources of the Community**
Our ice and water rescue capabilities in conjunction with our water-borne firefighting function provides a safety net for those utilizing the waterways within our city.
- **Foster Strong Ties Among Government & Community Agencies**
The department currently uses mutual aid with neighboring jurisdictions to deliver life safety services to citizens in the most rapid and efficient manner possible. Staff will continue to participate in area-wide training programs and the development of regional specialty teams.
- **Develop & Maintain Infrastructure and Facilities**
Continue to review the current status of our facilities and apparatus as to needed repairs and replacement.
- **Maintain and Enhance the Residential Neighborhoods of the City**
The department will continue to meet with neighborhood associations in an effort to become familiar with neighborhood-specific issues. Staff and fire apparatus are also present at neighborhood/school functions. Fire and Inspections staff will continue to work together and to focus on identifying dangerous structures and other blight related issues.

FIRE DEPARTMENT

2013-2014 Budget Highlights

- Continue our review of purchasing practices within the department. Eliminate unnecessary purchases when possible.
- Continue to utilize a training calendar in order to better track and maintain certifications and mandated training.
- Fire Command has been directed to provide strict control and oversight of our overtime and operational costs.
- Aggressively seek non-personnel based grants.
- Foster positive labor-management relations.
- Implement/train part-time firefighters into the department to enhance staffing and reduce over-time costs while increasing staffing levels.
- Continue to pursue mutual/automatic aid assistance to enhance our service on significant incidents within our community, and to build better relationships within the region to deliver quality fire/rescue services and promote fire fighter safety.

FIRE SAFETY INSPECTIONS (*Safe Built*)

Department Description (contract service)

The newly implemented contract service promotes general health, safety and welfare to the public as it relates to the building environment. This is accomplished by administering the building/enforcement codes of the state and local law/ordinances. In addition, this department assists with the abandoned & dangerous building program.

In combination with other safety services, these efforts are designed to enhance quality of life, fight blight, and achieve beautification in the residential and business areas within our community.

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SAFEbuilt - INSPECTIONS SERVICES

- Building inspections/enforcement
- Electrical inspections//enforcement
- Plumbing inspections/enforcement
- Mechanical inspections/enforcement
- Permit Technician/clerical

These contracted inspectors work collectively and independently to monitor development and structural enhancements to encourage safety and compliance in our building industry in the City of Muskegon and surrounding municipalities. Inspections Building Official works closely with Housing Board of Appeals & City Commission relating to the identification, authorization, and demolish of abandon/dangerous structures.

2013-2014 Budget Highlights

- Reduced direct staffing and legacy costs to the City of Muskegon.
- Provides a highly trained/efficient staff to the community to enhance service(s) and promote future development.
- SAFEbuilt hopes to pursue “delegated authority” with local school systems to transfer permit services from the State of Michigan to the City of Muskegon.
- SAFEbuilt leases building space from the City of Muskegon, which provides additional revenue to the city, by utilizing vacant offices within City Hall.
- Continue to explore consolidation and/or contract services with other municipalities to provide inspections services with the goal to maintain quality of provided inspections services while having a positive impact on current and future budgeting operation.

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PUBLIC WORKS DIVISION

DIVISION SUMMARY

Public Works Services

Division Description

The Public Works Services Division is responsible for maintaining and operating the City's infrastructure, the life-blood of the City.

This division consists of four general departments:

- **Public Works Department** comprising of Streets, Street Lights, Traffic Signals, Signs and Barricades, Cemeteries, Parks, Recreational Trail System, Forestry, Parking Operations, Special Event Support, farmers market, Marina, Launch Ramps, Sanitation and Graffiti removal; and
- **Utilities Department** comprising of the Water Filtration Plant, Water/Sewer Maintenance, Storm Water Management, Equipment; and.
- **Engineering Department** comprising of Engineering Services and Buildings Maintenance; and
- **Administration Department** comprising of Administrative Support, Public Service Building and Senior Transit.

Divisional Relationship to City Commission Goals

- **Take Leadership Responsibility for Improving Race Relations and Diversity.** The Public Works Services Division works to improve race relations through the services that it provides. Our Parks are maintained and supported in such a manner to encourage neighborhood activities.
- **Foster Opportunities for City Youth.** Many college-aged students and youths are hired in the summer to give them experience and exposure to the working

world in our Parks, Marina, and Street Department. Parks staff provides support to the Recreation Staff for recreation programs with trash pickup and facility management. Youth football receives substantial Parks support at Seyferth, McCrea, and Smith Ryerson parks. Support is given to the Muskegon School system for their middle and high school youth sports and summer school programs.

- **Promote Economic Stability, Diverse Economic Growth and Redevelopment.** The Public Works Services Division works directly with developers and architects during design and construction to provide civil engineering and public works expertise. The division also works towards improving and upgrading the City's infrastructure to provide adequate facilities (water, sewer & roadway system) to encourage and facilitate economic development.
- **Sustain the Natural, Cultural and Recreational Resources of the Community.** Public Works Services is a community representative in environmental activities such as the Ryerson Creek @ Yuba restoration/Cleanup, the planting of trees, participate in the area wide storm sewer outfall cleanup and protection as well as works with volunteers to re-establish native habitat along the Muskegon Lake. Public Works plays a significant role with the Muskegon County Wastewater Advisory Committee and the Michigan Municipal Risk Management Association DPW Advisory Committee.

- **Foster Strong Ties Among Governments and Community Agencies.**

Public Works Services represents our community on the Countywide Phase 2 Storm Water Committee, Muskegon County Wastewater Management Committee, Solid Waste Planning Committee, county wide Traffic Signal Maintenance program, the West Michigan Shoreline Regional Development Commission (WMSRDC) Technical Committee, the Muskegon Lake Watershed Partnership. We also work with the Muskegon Conservation District on environmental projects. The Equipment Division is promoting cooperative vehicle maintenance with other communities such as the case for both; Muskegon Heights and Roosevelt Park. We also provide survey and design services to Norton Shores, Roosevelt Park, Muskegon Heights and continue to solicit opportunities to provide similar services to other communities such as Fruitport TWP and North Muskegon. The above mentioned in addition to other elements enabled the department to play a major roll in the recently signed water agreement with Norton Shores & Fruitport TWP which we consider a BIG step toward the additional consolidation in the near future within the county.

- **Develop and Maintain City Infrastructure and Facilities.**

The Public Works Division is the primary caretaker of the City's infrastructure assets. Most of the resources allocated to the Division are used directly for maintenance of streets, water and sewer facilities, parks, forestry, marina, farmers market, cemeteries and other physical assets.

- **Maintain and Enhance the Neighborhoods of the City.**

Public Works Services responds to illegal dumping, and provides neighborhood associations with Saturday dumpster service. We also support many volunteer cleanup projects and volunteer housing rehab projects with disposal of wastes as well as heavy participation in the City's fight against Blight. The Parks Department serves as our liaison to the city's

CITY OF MUSKEGON, MICHIGAN

anti-graffiti effort.

2013/2014 Budget Highlights

PUBLIC WORKS DEPARTMENT

- *Streets:* This office maintains 200 miles of City streets including snowplowing, salting, catch basin cleaning, crack sealing, pothole patching, street and shoulder grading, dust control and guardrail repair.
- *Street Lights:* This office administers the reliability of over 2,800 streetlights within the City streets and coordinates the repair, removal and installation of streetlights.
- *Traffic Signals:* the regional maintenance agreement for traffic signal maintenance has been implemented for the last three years.
- *Signs and Barricades:* Provides barricading on all city streets/alleys/parks and public parking lots to ensure the safe flow of traffic. Assists MPD with traffic control on various special event activities/emergency responses and crowd control concerns.
- *Community Event Support:* We will continue to provide the necessary support to ensure successful events which we believe will promote the City as a destination.
- *Parks Maintenance.* The Parks Department is responsible for not only the maintenance of the Parks system, but also many green areas throughout the city such as the medians of Shoreline Drive, Western Ave and Seaway Drive and other city owned properties, parking areas, and plantings. This department is also responsible for the Graffiti removal and negotiations with Park concessioners and vendors.
- *Trail Maintenance.* The Trail system throughout Muskegon has become a wonderful destination to not only our residents and neighborhoods for walking activities but also outsiders and we believe

it has incentivized tourism. The cross lake ferry is bringing bicycle groups into Muskegon to use the Muskegon Trail system which is the connector to many regional trail systems such as the Musketawa Trail and the Hart/Montague Trail.

- *Cemeteries.* We will continue promoting the use of the upgraded chapel and columbarium facilities. As we feel that visual enhancements and the columbarium promotion will hopefully bring new attention to our historical cemetery locations. Also, we will continue to work toward erecting wells for irrigation on the west side of town to reduce operating cost.
- *Forestry.* Efforts will continue to be made to focus on the Blight Fight areas as well as to accommodate specific citizen requests. The city will continue the tree planting program with help from Department of Natural Resources and DTE grants. The city has its own tree nursery as well to help our city stay “green”.
- *Farmers Market/Flea Market.* The Farmers Market was incorporated into the DPW Division in August of 2007. This is the largest Farmers Market in Muskegon County with 120 covered vendor stalls. It offers locally grown fruits, vegetables, flowers, homemade crafts, and operates a Flea Market on Wednesdays.
- *Marina.* The Marina was incorporated into the DPW Division in August of 2007. The marina maintains 134 slips in the large boat basin, 30 slips in the small boat basin, and 51 moorings. Marina staff is also responsible for overseeing and maintaining 4 city ramps, 30 dry beach storage stanchions and the Pier Safety lights and rings along the entrance piers to Muskegon Lake.

UTILITIES DEPARTMENT

Water Filtration Plant. The City of Muskegon serves its 58,000 customers including the cities of Roosevelt Park, North Muskegon, Laketon,

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Muskegon, Dalton and Fruitland Townships. Producing and delivering clean and safe drinking water at an economical cost to our customers is a major goal of the DPW division. The plant’s 40 million gallon capacity is expected to meet and exceed future customer needs well past 2052 year.

- *Water/Sewer Maintenance:* We maintain 170 miles of sewer mains and 22 lift stations. We also maintain 180 miles of water mains in the City of Muskegon and serve over 13,000 city of Muskegon water customers. We will continue our efforts to eliminate sanitary sewer backups and consequent liability claims. We will continue our inspection program. We continue to work are locating and eliminating streets and parking lots that have drainage to the sanitary sewer in order to reduce wastewater treatment costs.
- *Water Distribution:* We will be maintaining our contracts to distribute water to Muskegon Township area located south of the Muskegon River and the Northside District north of the Muskegon River in Muskegon, Laketon, Dalton and Fruitland Townships. We will continue to support these communities with maintenance services as well. The Northside Water system is now in managerial control of all of these systems except North Muskegon.
- *Equipment Operation:* This operation purchases and maintains all City vehicles and equipment. The Equipment Supervisor will continue to monitor all City groundwater cleanup efforts and with the support of the City’s environmental legal staff will move forward in completing and closing all groundwater cleanup projects. The City of Muskegon Equipment Operations has taken over the maintenance of the City of Muskegon Heights vehicles, and vehicles from the City of Roosevelt Park, and is negotiating with other units of government as well.

- *Storm water Management:* We will be implementing the requirements of our Phase II National Pollution Discharge Elimination System (NPDES) permit that was renewed in 2008. This will involve developing good housekeeping at municipal facilities and a storm water management ordinance.
- *Sanitation:* We continue to look for ways to improve the services provided to the more than 13,000 residential customers; larger containers which was provided at the beginning of 2013, reduced recycling cost, better disposal costs and expanded yard waste collection period.

ENGINEERING DEPARTMENT

- *Engineering Services:* We will continue to develop, construct and inspect all infrastructure projects and monitor any third-party work within the City's right-of-way.
- *Building Maintenance:* We will continue to maintain facilities and equipment in City owned buildings.

Future Outlook

Public Works is the City's largest division in terms of funding. Public Works employees have more day to day contact with our citizens than any other department within the city. This is an awesome responsibility.

We will continue to provide quality services for all customers, residents or outsiders. We are dedicated to meeting the needs of the community well into the 21st Century.

COMMUNITY AND ECONOMIC DEVELOPMENT DIVISION

DIVISION SUMMARY

COMMUNITY & ECONOMIC DEVELOPMENT

Division Description

The Community and Economic Development Division oversees economic development (including grant writing), land use planning & zoning, federal Community Development Block Grant/HOME funds and Neighborhood Stabilization Program 1, Leisure Services (recreation grants/programs, special events), city property sales, Housing Rental Inspections, the environmental code program, Dangerous Building and Board-Ups, GIS mapping, the Vacant Building Ordinance, the Groundwater Ordinance and other projects as assigned. The division provides a variety of traditional planning services to citizens, human service groups, and businesses. In addition, the staff provides support functions to 9 of the City's authorities, boards, committees, commissions, and councils, as well as direct services and internal support services necessary for the operation of the City.

Divisional Relationship to City Commission Goals

- **Take Leadership Responsibility for Improving Race Relations and Diversity.** The Community & Economic Development Division has supported this goal through participation in the Institute for Healing Racism. The Community and Neighborhood Services Department has been diligently working with minority contractors as they start their own businesses. We also try to achieve diversity among the employees within the departments. Through the recreation grants, positive race relations are encouraged by bringing diverse cultures together via recreational activities and programs. The City supports the Downtown Muskegon Now program, which received

grant funding to provide training to area contractors on repairing historic windows and sashes. The diverse group of local contractors can now provide services within our Muskegon area to property owners wishing to restore their historic properties.

- **Foster Opportunities for City Youth.** The division works with youth on various planning efforts. Through the youth recreation grants, the City works through its partners to provide opportunities for youth to participate in a variety of programs including basketball, baseball, soccer and summer playground activities. Also, the Planning and CNS Departments have hosted interns at various times during the year. Staff members sometimes speak to school groups and youth occasionally "job shadow" with us. These are good opportunities to help youth know more about the City and become exposed to the Planning, Economic Development and Recreation profession. In addition, in 2013, the City has a contract with Community enCompass/YEP to mow City lots in South McLaughlin neighborhood. The people employed are young adults living in the neighborhood.
- **Promote Economic Stability, Diverse Economic Growth and Redevelopment.** The division is a catalyst for projects and programs within the business and non-profit community that lead to increased employment opportunities, increased business activity, and overall improved quality of life and prosperity for the City and its residents. Examples of projects initiated by the City and/or in cooperation between the City and other community groups include Edison Landing, Downtown Muskegon Development Corporation (DMDC) site, Betten Automobile Dealership, Seaway Industrial Park, Renaissance Zones; Farmers' Market relocation and administration of various programs such as Industrial Facility Tax (IFT) abatements,

Brownfield Redevelopment Authority, Obsolete Property Rehabilitation Districts, HOME and Neighborhood Stabilization programs (new houses), and Neighborhood Enterprise Zones (NEZ) for residential properties. The department has coordinated with the Michigan Economic Development Corporation (MEDC) to obtain grants for area business owners, such as the Port City Group and downtown projects. Staff assists with company expansions, as well as bringing new companies into Muskegon. Through General Recreation, we have expanded promotion of special events and activities, working closely with the Convention & Visitor's Bureau, to bring people into the community and help area businesses. Staff assists in the coordination of such events as the Bassmasters Tournament, Lakeshore Cruise event, the Beach Catamaran Regatta, Movies on the Beach, Beach Polo and others. Muskegon's assets will be promoted to the fullest, including our nationally recognized Clean Beach at Pere Marquette Beach and the Lakeshore Trail.

- **Sustain the Natural, Cultural and Recreational Resources of the Community.**

The division assists in this area through master planning and zoning as well as through projects financed by the Community Development Block Grant (CDBG), which require environmental review. Landscaping and site plan standards adopted as part of the zoning ordinance have fostered attractive and functional city design. The city's environmental code program monitors property maintenance and helps maintain neighborhood standards. This includes building board-ups and demolition, when necessary. The Vacant Building Ordinance promotes the active use of buildings that have been vacant for extended periods of time. Through Leisure Services, coordination is maintained with the Department of Public Works to enhance and sustain the use of parks, Farmers' Market, the Marina and open spaces by residents and visitors to the City. Several grants have been obtained over the years to assist with this. Staff coordinates with other groups, including WMSRDC, to assist with projects

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such as erecting signage along the Lakeshore Trail which highlights the natural resources. In the past year, a new program has been established to provide for bike racks in the downtown and others areas of the community.

- **Foster Strong Ties Among Governments and Community Agencies.**

The division continues involvement in intergovernmental cooperation through participation with other jurisdictions including building officials, computer/GIS (Geographic Information Systems) cooperation, the Muskegon Area Plan (MAP) and the Environmental Coordinating Council. In addition, the department coordinates grant applications with the County and oversees a Renaissance Zone project with the County of Muskegon, Dalton Township and the City of Muskegon.

The City partners with the County on their Lead grant, providing the opportunity to not only remove lead-based paint from the home, but to undertake additional necessary improvements to the home.

A significant partnership exists between Norton Shores and Muskegon, as the City of Muskegon CNS Department administers the Norton Shores CDBG program. Our ties have established another collaborative with the cities of Roosevelt Park, Norton Shores and Muskegon Heights to expand our HOME programs within the county of Muskegon. An application has been submitted, which, if approved, would provide additional funds for local improvements through a HOME Consortium.

The City of Muskegon partnered with Muskegon Public Schools to obtain a Blight Elimination Grant through MSHDA. We anticipate continuing to work with the Schools on the redevelopment of various vacant school properties.

Code Compliance is partnering with Community enCompass for City lot mowing in South McLaughlin Neighborhood.

Leisure Services has partnered with the YMCA, Muskegon Public Schools and several other entities for programming and facility use.

- **Develop and Maintain City Infrastructure and Facilities.**

The division assists with infrastructure and facilities through grant requests and distribution of CDBG funds. Grants have been received for the Ryerson Creek Fish and Wildlife Habitat Restoration Project. In addition, funds were received through the MDNR for improvements to Smith Ryerson Park.

- **Maintain and Enhance the Neighborhoods of the City.**

The division is actively involved with the neighborhood groups, including hosting monthly meetings with neighborhood presidents, administering the neighborhood grant program and CDGB, HOME, Neighborhood Stabilization Program within lead-based paint abatement regulations. Also, the division will continue to diligently promote Blight Fight and administer the Housing Rental Inspection Program and Environmental Services Program through ordinance enforcement and distribution of educational materials. Property monitoring programs such as the Alert Service have resulted in more timely clean-ups of property. The division has added the responsibilities of Dangerous Building demolition and board-ups. Dealing in a timely manner with these situations is essential to blight elimination. The Vacant Building Program, initiated in 2008, has enabled the City to monitor and inventory vacant buildings and encourage their redevelopment. The youth recreational programs that service most neighborhoods provide wholesome activities for neighborhood children which enhance the quality of life for residents of the neighborhood. Since 2008, a local "bridge walk" has been held on Labor Day, as well.

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2013- 2014 Budget Highlights

- *Planning & Economic Development Department.* All departments have suffered a loss of staff over the last few years. The effects of this are becoming more evident as the economy improves and developments/projects increase. Grant oversight, GIS, property disposition, census work, technical assistance, etc. have been shared by existing staff. The City will solicit RFP's for an update to the Zoning Ordinance, which has not been updated since the 1950's. An amount of \$30,000 has been allocated in the budget for this. The update will include a long range parking plan for downtown. The Community Foundation for Muskegon County will provide a \$15,000 to assist with this effort. Funding continues for Muskegon Area First and Downtown Muskegon Now. The portion being distributed to DMN has increased (at least temporarily) as brownfield increments are being collected and paid back to the City for past expenditures and then forwarded to the DMN. The 2013-2014 budget includes a small amount for support of the West Michigan Economic Partnership (part of Next Michigan). This involves Muskegon and Kent County. It is expected that Marketing Zones will be identified and marketing will start to promote these zones for development. The 2013- 2014 budget includes continued funds for repair and maintenance of the Port City Industrial Park signs, as well as the directional signage being installed throughout the City. The City will also establish a maintenance fund for the bike racks which are erected in the public right-of-way.
- *Environmental Services Department:* Educational efforts will continue. The electronic Alert Service (e-mail) is offered at no cost, which has improved clean-up times. The Vacant Building Registration Program identifies vacant buildings in the City and encourages their rehabilitation and use. The Code Compliance

Inspectors are pursuing zoning and environmental issues, as well as the housing rental inspections and dangerous building demolitions and board-ups. Three days per week are allotted to housing rental inspections. In an effort to decrease clean-up costs, the inspectors are continuing to spend two days a week conducting environmental, zoning and vacant building enforcement. The department decreased the number of times the public lots are mowed during the summer of 2012. This will continue for 2013. There are a few City lots in South McLaughlin Neighborhood that will be mowed by the Community enCompass/YEP program on a trial basis. Some neighborhoods are “complaint-basis only” for code enforcement (those with the least problems). The department is administering the “leaf ordinance”, as well (complaint-basis only). The department administers a program to sell unbuildable lots for \$1.00, to assist with decreasing maintenance costs.

- **Community and Neighborhood Service:** The years 2011-2016 are the timeframe for the new Consolidated Plan. Adopting annual plans for the City of Muskegon for five years depends on significant efforts from City departments, neighborhood residents and other partners to improve neighborhoods. The Neighborhood Stabilization Program identified foreclosed properties, some of which were blighted. Through federal funding, revitalization and stabilization occurred in neighborhoods and will continue through HOME funding entitlements.

A HOME Consortium is being sought to provide affordable housing opportunities to our boarder jurisdictions in an effort to increase funding to other communities. A collaboration of this proportion will give low-income families decent and affordable housing in areas of our county that have been off limits before now.

The department continues to supply funding through a faith-based organization to support low-income households with utility

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assistance, handicap ramps and free budgeting classes. Under the HOME program, approximately \$100,00 is allocated to the City’s Community Housing Development Organizations for *the production of decent, safe and affordable housing units*.

Leisure Services: Services are being provided by the Planning Department staff. The majority of the current budget is directed towards grants to organizations within the community that provide youth recreation to our citizens. The grant amount has been increased for the Summer Evening Youth Recreation Program, since that program has been so successful. Coordination of the Special Events Program, management of grant funds through the Seyferth Park grant for recreational services and oversight of the Summer Community Concerts (along with the Parks Department) at McGraft Park (offered largely through the Edith McGraft-Wickham Trust), and continued financial involvement with the West Michigan Nutritional Services Agency for support of recreational programs and services to area seniors will continue. The Leisure Services Master Plan update was completed in 2009; with an update to include additional projects approved in 2011.

Future Outlook

Following are some of the major goals of the Economic Development Division that are incorporated in the 2013- 2014 proposed budget:

- **Continue to Offer Leisure Services Activities.** The Department will continue to focus on recreation programs and activities for youth through partnerships with area schools and organizations. The Summer Concerts in McGraft Park will continue to be offered, as well as the senior services contribution. Staff will continue to assist with current events, as well as seek ways to attract new events (new events for 2013

include Bassmasters Tournament). The department will continue to administer the Special Events application process; there were 66 special events held in 2012.

Continue Emphasis on the Downtown and Lakefront Development. Development interest throughout Muskegon has increased dramatically over the last year. Small businesses continue to open in the downtown (including along Third Street), The Social Security Administration building was completed on the Morris Street lots and the reconstruction of Terrace Plaza for Michigan Works! and other office uses is near completion. The Farmers' Market relocation project has been endorsed by the City Commission and plans are underway for completion by the spring of 2014. Interest in parcels along the downtown lakeshore has increased, particularly along the Eastern portion for port manufacturing possibilities. Discussions are underway with Consumers Energy regarding the future of their site and an announcement has been made that Consumers is working with a group of interested partners for the redevelopment of the site when Consumers closes their plant. The Muskegon 25 program began in 2010. This program offers tax-free properties, as well as free land for manufacturers creating 25 jobs or more. The program is offered in the Seaway Industrial Park and the Muskegon County Business Park North. Interest has been slow, due to the Recession and the fact that those interested in industrial development are primarily searching for existing buildings, which can be purchased reasonably. This is expected to change as the availability of existing manufacturing properties lessens.

- *Implementation of Downtown and Master Land Use Plans.* Staff refers to the Plan when making decisions in zoning cases, as well as ordinance amendments. New zoning options for downtown and along the lakeshore are being explored, through avenues such as form-based zoning. The process for the 5 Year Master Plan update will begin in 2013 with the update of the Zoning Ordinance. The results from this will

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- be considered when reviewing the Master Land Use Plan.
- *Continue to Improve the Environmental Code Program.* Use program resources to engage in more neighborhood development activities and to foster responsibility for neighborhood health in the community. Use surveillance equipment strategically, when possible. The Vacant Building Registration program has been successful and will continue to target vacant properties that should be redeveloped or sold for future use.
- *Continue the Standards in the CDBG and HOME Programs.* The CDBG program has improved its economic impact in the last few years. Not only has the activity of housing construction helped for the tax base of the community, but the CDBG/HOME activity has also made a conscious effort to use contractors and vendors from the regional area in an effort to cause a direct economic impact in the local economy. The CNS programs are helping to transform neighborhoods throughout the City of Muskegon.
- *Continue the City Marketing Campaign.* Through Downtown Muskegon Now (of which the City of Muskegon is a part), as well as Muskegon 25; positive media attention has increased including local media focusing on the promotion of Muskegon. The "Love Muskegon", has taken root and young people in the community are actively marketing the area. A new County branding initiative has begun, as well, as the "delisting" of Muskegon Lake draws near.
- *Continue the infill and total housing rehabilitation strategies.* The CNS office hopes to continue its aggressive neighborhood revitalization activities. The major focus of the department's activities will be in the area of rehabilitation of housing to stabilize neighborhoods. The department also hopes to use its resources to assist other entities in the community by

assisting them in locating funding for their activities and needs by offering grant funds for youth activities and job opportunities.

- *Continue Industrial Development in the Seaway Industrial Park.* The Park is a Local Development Finance Authority and a Renaissance Zone. The City is marketing the remaining lots, with an emphasis on alternative energy. The Muskegon 25 program is available. The current Renaissance Zone is only available for two more years, and each year a percentage of taxes will be assessed (e.g., in 2013, properties will be taxed 50%).
- *Implement Smartzone Program.* The City has been involved with this property and will continue to be involved in the future. Development of Edison Landing is crucial. The City also coordinates with the director of the Michigan Alternative Research & Energy Center on site development. Pre-Seed funds were received in 2007 and continue into 2013 for administration of the State loan program for new businesses dealing with new technology, as well as marketing and promotion. MAREC administers the program for the City. The City has coordinated with MAREC on their “wind buoy” project, which was launched in 2011 and continues into 2013.
- *Coordinate the Renaissance Zones.* Staff is coordinating development within the zones, as well as administering the program through the State. The Commission has approved a policy to extend the timeline for critical new projects that meet certain conditions. Two Renaissance Zone extensions were approved in 2008. The current Renaissance Zones started paying a portion of their taxes in 2012. There is the potential to allocate Renaissance Zones within the Marketing Zones of the WMEP. The criteria will be strict from MEDC.
- *Target Incentive Programs.* The City has several incentive programs available that have been marketed, including the Commercial Rehabilitation Zone Tax Abatement, Obsolete Property Rehabilitation District

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Designation and Façade Improvement Grants. These are primarily targeted to Western Avenue and Third Street.

- *Lease to Own Program:* During the last fiscal year, the CNS office updated the program to restrict occupancy to families within a 6-month or less lender approved lease. No longer will the program allow 36 month lease opportunities. This will help keep families on track to purchase and allow occupancy while doing so.
- *Neighborhood Stabilization Program:* The City of Muskegon received \$1.45 million in grant funds to demolish blighted structures, rehab foreclosed properties for resale and build new housing on vacant lots to stimulate and stabilize the neighborhoods in the community. Since 2008, 16 homes were demolished, 9 homes were rehabbed and 5 homes have been constructed. As an entitlement community, the City of Muskegon received funds through MSHDA originally, but has leveraged other HUD funds in order to complete these projects by March 2013.

One project is underway while another is available for sale. The success of this program has stabilized neighborhoods and attributed to the rise in home sales, and property values.

GENERAL FUND

The general fund is used to account for all revenues and expenditures applicable to the general operations of City government except those required to be accounted for in another fund. General fund revenues are derived primarily from the municipal income tax, property taxes and intergovernmental revenues.

**CITY OF MUSKEGON
GENERAL FUND**

HISTORICAL SUMMARY

Year	Revenues & Transfers In	Expenditures & Transfers Out	Fund Balance at Year-End
2000	\$ 23,685,516	\$ 22,232,657	\$ 2,951,734
2001	23,446,611	23,235,978	3,162,367
2002	23,617,163	23,971,534	2,807,996
2003	23,328,756	23,705,334	2,431,418
2004	23,401,793	23,388,019	2,445,192
2005	23,732,641	23,658,227	2,519,606
2006	24,669,210	24,498,776	2,690,040
2007	25,031,403	24,800,810	2,920,633
2008	25,563,632	26,100,539	2,383,726
2009	24,105,019	24,850,082	1,638,663
2010*	16,142,764	11,742,973	6,038,454
2010-11	24,029,686	25,556,758	4,511,382
2011-12	24,126,111	23,617,448	5,020,045
2012-13	23,832,144	23,299,685	5,552,504

Fiscal 2013-14 Budget Summary

FUND BALANCE AT START OF YEAR

\$ 5,552,504

MEANS OF FINANCING:

Taxes	14,630,752	63.1%
Licenses and Permits	1,245,500	5.4%
Federal Grants	42,675	0.2%
State Grants	15,000	0.1%
State Shared Revenue	3,776,201	16.3%
Other Charges	2,401,515	10.4%
Fines and Fees	437,000	1.9%
Other Revenue	431,313	1.9%
Other Financing Sources	<u>203,249</u>	<u>0.9%</u>
	23,183,205	100.0%

ESTIMATED REQUIREMENTS:

Customer Value Added Activities	18,054,074	75.9%
Business Value Added Activities	4,090,924	17.2%
Fixed Budget Items	<u>1,630,702</u>	<u>6.9%</u>
	23,775,700	100.0%

ESTIMATED FUND BALANCE AT END OF YEAR

\$ 4,960,009

OPERATING DEFICIT (USE OF FUND BALANCE)

\$ (592,495)

* Six-month transition period to new fiscal year

**DETAILED REVENUE SUMMARY
BY REVENUE CLASSIFICATION**

**City of Muskegon
Annual Budget & Quarterly Budget Reforecast - General Fund**

	Actual FY2012	Original Budget Estimate FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
Available Fund Balance - BOY	\$ 4,511,382	\$ 4,576,273	\$ 5,020,045	\$ 5,020,045	\$ 5,552,504	\$ 532,459	
Taxes							
101-00000-4100	PROPERTY TAX	6,275,258	5,908,498	4,905,189	5,686,210	5,429,962	\$ (256,248) Mostly due to BC Cobb losses
101-00000-4101	CHARGE BACK COLLECTED	3	1,000	-	200	200	-
101-00000-4102	IN LIEU OF TAX	95,805	95,000	-	95,000	95,000	-
101-00000-4103	IFT/CFT TAX	84,332	93,463	54,714	57,614	76,421	18,807
101-00000-4104	PROPERTY TAX SANITATION	1,638,466	1,555,069	1,280,207	1,484,079	1,429,169	(54,910) Mostly due to BC Cobb losses
101-00000-4140	INCOME TAX	7,412,804	7,100,000	6,472,429	7,600,000	7,600,000	-
		\$ 15,506,668	\$ 14,753,030	\$ 12,712,539	\$ 14,923,103	\$ 14,630,752	\$ (292,351)
Licenses and permits							
101-00000-4202	BUSINESS LICENSES & PERMITS	30,642	28,000	22,418	29,500	29,500	-
101-00000-4203	LIQUOR LICENSES & TAX REBATE	46,039	46,000	44,955	45,000	45,000	-
101-00000-4204	CABLE TV LICENSES OR FEES	342,376	340,000	177,487	350,000	350,000	-
101-00000-4205	HOUSING LICENSES	39,885	-	45,785	48,000	48,000	-
101-00000-4206	INSPECTION FEE	30	-	30	30	-	(30)
101-00000-4207	CEMETERY-BURIAL PERMITS	87,768	110,000	72,638	110,000	110,000	-
101-00000-4208	BUILDING PERMITS	264,201	250,000	214,205	229,000	255,000	26,000 Several large projects planned
101-00000-4209	ELECTRICAL PERMITS	84,907	80,000	54,809	81,000	82,000	1,000
101-00000-4210	PLUMBING PERMITS	26,884	30,000	20,109	26,000	31,000	5,000
101-00000-4211	HEATING PERMITS	55,169	60,000	51,550	60,000	60,000	-
101-00000-4213	RENTAL PROPERTY REGISTRATION	123,075	130,000	99,172	120,000	120,000	-
101-00000-4221	VACANT BUILDING FEE	112,058	100,000	68,994	100,000	100,000	-
101-00000-4224	TEMPORARY LIQUOR LICENSE	10,000	15,000	4,625	15,000	15,000	-
		\$ 1,223,033	\$ 1,189,000	\$ 876,777	\$ 1,213,530	\$ 1,245,500	\$ 31,970
Federal grants							
101-00000-4300	FEDERAL GRANTS	152,300	155,524	95,739	134,885	42,675	(92,210) Fewer law enforcement grants
		\$ 152,300	\$ 155,524	\$ 95,739	\$ 134,885	\$ 42,675	\$ (92,210)
State grants							
101-00000-4400	STATE GRANTS	14,295	20,000	7,025	55,000	15,000	(40,000) Election/ADA grant rec'd in FY13
		\$ 14,295	\$ 20,000	\$ 7,025	\$ 55,000	\$ 15,000	\$ (40,000)
State shared revenue							
101-00000-4502	STATE SALES TAX CONSTITUTIONAL	2,612,928	2,627,500	1,786,519	2,633,776	2,742,356	108,580 Based on current state estimates
101-00000-4503	STATE EVIP PAYMENTS	964,920	964,922	689,230	1,033,845	1,033,845	-
		\$ 3,577,848	\$ 3,592,422	\$ 2,475,749	\$ 3,667,621	\$ 3,776,201	\$ 108,580
Other charges for sales and services							
101-00000-4603	TAX COLLECTION FEE	289,361	272,700	98,646	267,175	245,300	(21,875) Mostly due to BC Cobb losses
101-00000-4604	GARBAGE COLLECTION	48,851	-	36,345	48,000	48,000	-
101-00000-4606	ADMINISTRATION FEES	225,000	250,000	208,333	250,000	250,000	-
101-00000-4607	REIMBURSEMENT ELECTIONS	13,640	-	228	250	15,500	15,250 Planned ISD election reimbursable
101-00000-4608	INDIRECT COST ALLOCATION	1,144,020	1,171,531	976,280	1,171,531	984,445	(187,086)
101-00000-4609	PROCUREMENT CARD REBATE	37,689	45,000	54,556	54,556	54,000	(556)

**City of Muskegon
Annual Budget & Quarterly Budget Reforecast - General Fund**

		Actual FY2012	Original Budget Estimate FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
101-00000-4611	SPECIAL EVENTS REIMBURSEMENT	95,788	50,000	55,396	75,000	75,000	-	
101-00000-4612	CEMETERY SALE OF LOTS	24,592	25,000	26,307	27,500	25,000	(2,500)	
101-00000-4614	REIMBURSEMENT LOT CLEAN UP	43,028	30,000	25,972	35,000	35,000	-	
101-00000-4615	POLICE DEPARTMENT INCOME	42,421	40,000	48,226	50,000	45,000	(5,000)	
101-00000-4617	FIRE DEPARTMENT INCOME	703	2,000	1,667	2,000	2,200	200	
101-00000-4619	MISC. SALES AND SERVICES	2,801	-	2,439	3,000	3,000	-	
101-00000-4620	FIRE PROTECTION-STATE PROP	137,127	84,970	43,777	84,970	84,970	-	
101-00000-4621	ZONING & ENCROACHMENT FEES	11,855	11,000	8,467	11,000	11,000	-	
101-00000-4622	MISC. CLERK FEES	1,365	1,500	2,551	2,800	2,800	-	
101-00000-4624	TAX ABATEMENT APPLICATION FEES	3,439	5,000	5,634	6,000	6,000	-	
101-00000-4625	MISC. TREAS. FEES	44,502	50,000	5,790	50,000	50,000	-	
101-00000-4631	REIMBURSEMENT SCHOOL OFFICER	15,450	19,000	23,154	24,500	24,500	-	
101-00000-4633	OBSOLETE PROPERTY FEES	200	-	-	-	-	-	
101-00000-4634	PASSPORTS	3,790	3,500	3,760	4,000	3,500	(500)	
101-00000-4635	START UP CHARGE/REFUSE	9,343	-	9,020	10,000	10,000	-	
101-00000-4636	REFUSE BAG & BULK SALES	28,878	80,000	19,408	23,000	23,000	-	
101-00000-4637	APPLIANCE STICKER	232	-	25	300	300	-	
101-00000-4642	LIEN LOOK UPS	17,180	15,000	12,125	15,000	15,000	-	
101-00000-4648	FALSE ALARM FEES/POLICE	10,680	13,000	2,025	13,000	13,000	-	
101-00000-4649	CEMETERY-MISC. INCOME	61,645	20,000	13,634	20,000	20,000	-	
101-00000-4650	SENIOR CITIZENS TRANSPORTATION	11,123	-	8,382	8,382	-	(8,382)	
101-00000-4651	REIMBURSEMENT LOT MOWING	58,740	50,000	36,180	50,000	50,000	-	
101-00000-4656	SITE PLAN REVIEW	3,400	3,500	3,100	3,500	3,500	-	
101-00000-4657	COLUMBARIUM NICHE	79	500	1,725	1,800	1,000	(800)	
101-00000-4658	IMPOUND FEES	40,920	42,000	32,944	42,000	42,000	-	
101-00000-4659	LANDLORDS ALERT	40	40	70	70	-	(70)	
101-00000-4660	MISC RECREATION INCOME	6,551	5,000	6,267	6,500	6,500	-	
101-00000-4661	LEASE GREAT LAKES NAVAL MEMORIAL	15,000	5,000	12,500	15,000	15,000	-	
101-00000-4663	FLEA MARKET AT FARMERS MARKET	28,664	35,000	17,459	35,000	35,000	-	
101-00000-4664	FARMERS MARKET INCOME	47,805	40,000	26,856	40,000	40,000	-	
101-00000-4665	LEASE BILLBOARDS	6,800	8,561	6,800	6,800	6,800	-	
101-00000-4670	PICNIC SHELTER	21,485	45,000	11,525	35,000	35,000	-	
101-00000-4671	MCGRAFT PARK	48,213	46,000	59,853	60,000	46,000	(14,000)	One-time payment rec'd in FY13
101-00000-4673	RENTAL - CENTRAL DISPATCH	43,526	45,000	31,445	45,000	45,000	-	
101-00000-4674	RENTAL - CITY HALL	6,600	7,200	12,783	15,200	19,200	4,000	
101-00000-4675	RENTALS - BEACH	9,491	-	2,500	10,000	10,000	-	
		\$ 2,662,016	\$ 2,522,002	\$ 1,954,154	\$ 2,622,834	\$ 2,401,515	\$ (221,319)	
Fines and fees								
101-00000-4701	INCOME TAX-PENALTY & INTEREST	191,679	180,000	152,923	170,000	175,000	5,000	
101-00000-4702	DELINQUENT FEES	24,051	40,000	1,131	40,000	40,000	-	
101-00000-4703	INTEREST/LATE INVOICES	-	2,000	-	-	-	-	
101-00000-4704	PENALTIES/INTEREST/FINES	2,328	-	1,981	2,000	2,000	-	
101-00000-4754	TRAFFIC FINES & FEES	105,995	125,000	68,958	90,000	90,000	-	
101-00000-4755	COURT FEES	123,926	140,000	94,978	130,000	130,000	-	
		\$ 447,978	\$ 487,000	\$ 319,971	\$ 432,000	\$ 437,000	\$ 5,000	

**City of Muskegon
Annual Budget & Quarterly Budget Reforecast - General Fund**

	Actual FY2012	Original Budget Estimate FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments	
Other revenue								
101-00000-4800	MISC. & SUNDRY	13,994	26,000	1,743	5,000	5,000	-	
101-00000-4802	REIMB:DEMOS AND BOARD-UPS	9,227	-	9,965	10,000	10,000	-	
101-00000-4803	CDBG PROGRAM REIMBURSEMENTS	415,322	337,870	55,589	327,870	326,288	(1,582)	
101-00000-4805	CONTRIBUTIONS	2,596	11,000	3,510	11,000	11,000	-	
101-00000-4806	BIKE/PROPERTY AUCTIONS-POLICE	10,598	2,000	1,965	2,000	2,000	-	
101-00000-4811	FISHERMANS LANDING REIMBURSEMENT	16,775	16,775	17,471	17,471	16,500	(971)	
101-00000-4814	PROMOTIONAL PRODUCTS	22	-	25	25	25	-	
101-00000-4818	RECOVERY OF BAD DEBT	1,763	-	6,875	7,000	7,000	-	
101-00000-4821	CONTRIBUTIONS/GRANTS	-	-	2,250	2,250	22,000	19,750	McGraft capital funds available
101-00000-4823	CONTRIBUTIONS - DISC GOLF COURSE IMPROVE	1,280	-	3,520	3,600	-	(3,600)	
101-00000-4825	CONTRIBUTIONS - VETERAN'S PARK MAINT	18,502	18,500	16,155	16,155	16,500	345	
101-00000-4829	COMMUNITY FOUNDATION GRANT - MCGRAFT PARI	-	-	4,800	4,800	-	(4,800)	
101-00000-4841	GRANT: COMMUNITY FOUNDATION	10,000	1,500	-	-	15,000	15,000	Grant for zoning update
		\$ 500,079	\$ 413,645	\$ 123,868	\$ 407,171	\$ 431,313	\$ 24,142	
Interest & Operating Transfers								
101-00000-4902	OP. TRANS FROM SPECIAL REVENUE	13,828	52,000	51,328	52,000	79,249	27,249	Increase due to BRA RZ phaseout
101-00000-4903	OP. TRANS FROM DEBT SERVICE	50,000	50,000	41,667	50,000	50,000	-	
101-00000-4904	OP. TRANS FROM CAPITAL PROJECTS	1,125	-	-	-	-	-	
101-00000-4906	OP. TRANS FROM INTERNAL SERVICE FUND	-	200,000	200,000	200,000	-	(200,000)	One-time revenue (MMRMA) in FY13
101-00000-4908	OP. TRANS FROM NONEXPENDABLE	2,226	10,000	20,653	23,000	23,000	-	
101-00000-4970	INTEREST INCOME	9,378	75,000	47,474	50,000	50,000	-	
101-00000-4971	GAIN ON INVESTMENT	(34,662)	-	(73,293)	-	-	-	
101-00000-4980	SALE OF FIXED ASSETS	-	1,000	-	1,000	1,000	-	
		\$ 41,895	\$ 388,000	\$ 287,829	\$ 376,000	\$ 203,249	\$ (172,751)	
Total general fund revenues and other sources								
		\$ 24,126,113	\$ 23,520,623	\$ 18,853,652	\$ 23,832,144	\$ 23,183,205	\$ (648,939)	

**DETAILED EXPENDITURE SUMMARY
BY VALUED ADDED CLASSIFICATION
AND BY FUNCTION**

**Annual Budget & Quarterly Budget Reforecast - General Fund
General Fund Expenditure Summary By Function**

		Actual FY2012	Original Budget Estimate FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast
I. Customer Value Added Activities							
40301 Police Department							
5100	SALARIES & BENEFITS	7,570,540	8,501,146	6,095,559	7,875,000	7,844,317	(30,683)
5200	SUPPLIES	76,955	90,000	49,475	85,000	97,280	12,280
5300	CONTRACTUAL SERVICES	875,146	825,000	776,693	823,000	818,350	(4,650)
5400	OTHER EXPENSES	21,781	17,000	10,863	15,000	15,000	-
5700	CAPITAL OUTLAYS	7,132	17,000	13,566	18,000	22,600	4,600
		\$ 8,551,554	\$ 9,450,146	\$ 6,946,156	\$ 8,816,000	\$ 8,797,547	\$ (18,453)
		\$ 8,551,554	\$ 9,450,146	\$ 6,946,156	\$ 8,816,000	\$ 8,797,547	\$ (18,453)
50336 Fire Department							
5100	SALARIES & BENEFITS	3,259,426	2,938,375	2,264,424	2,888,651	3,031,120	142,469
5200	SUPPLIES	98,384	110,000	74,347	85,000	83,000	(2,000)
5300	CONTRACTUAL SERVICES	201,406	335,000	338,522	354,400	401,900	47,500
5400	OTHER EXPENSES	2,182	4,000	3,020	5,600	3,850	(1,750)
5700	CAPITAL OUTLAYS	57,270	25,000	41,343	48,000	56,400	8,400
		\$ 3,618,668	\$ 3,412,375	\$ 2,721,656	\$ 3,381,651	\$ 3,576,270	\$ 194,619
50338 New Central Fire Station							
5100	SALARIES & BENEFITS	-	-	-	-	-	-
5200	SUPPLIES	-	-	-	-	-	-
5300	CONTRACTUAL SERVICES	56,009	-	45,090	60,000	60,000	-
5400	OTHER EXPENSES	-	-	-	-	-	-
5700	CAPITAL OUTLAYS	-	-	-	-	-	-
		\$ 56,009	\$ -	\$ 45,090	\$ 60,000	\$ 60,000	\$ -
50387 Fire Safety Inspections							
5100	SALARIES & BENEFITS	463,384	483,261	164,533	165,000	102,067	(62,933)
5200	SUPPLIES	5,951	10,000	1,755	2,000	-	(2,000)
5300	CONTRACTUAL SERVICES	128,447	90,040	148,430	290,000	342,400	52,400
5400	OTHER EXPENSES	3,973	10,000	950	1,000	-	(1,000)
5700	CAPITAL OUTLAYS	1,708	4,000	(742)	1,000	-	(1,000)
		\$ 603,463	\$ 597,301	\$ 314,925	\$ 459,000	\$ 444,467	\$ (14,533)
		\$ 4,278,140	\$ 4,009,676	\$ 3,081,671	\$ 3,900,651	\$ 4,080,737	\$ 180,086
60523 General Sanitation							
5100	SALARIES & BENEFITS	30,917	17,048	16,049	16,605	14,044	(2,561)
5200	SUPPLIES	16	-	-	-	-	-
5300	CONTRACTUAL SERVICES	1,530,445	1,560,000	993,886	1,537,000	1,679,514	142,514
5400	OTHER EXPENSES	-	-	-	-	-	-
5700	CAPITAL OUTLAYS	-	-	-	-	-	-
5900	OTHER FINANCING USES	200,000	200,000	166,667	200,000	200,000	-
		\$ 1,761,378	\$ 1,777,048	\$ 1,176,602	\$ 1,753,605	\$ 1,893,558	\$ 139,953

Annual Budget & Quarterly Budget Reforecast - General Fund
General Fund Expenditure Summary By Function

		Actual FY2012	Original Budget Estimate FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast
60550	Stormwater Management						
5100	SALARIES & BENEFITS	-	-	-	-	-	-
5200	SUPPLIES	198	-	-	-	-	-
5300	CONTRACTUAL SERVICES	13,072	17,786	12,994	15,000	15,000	-
5400	OTHER EXPENSES	-	-	-	-	-	-
5700	CAPITAL OUTLAYS	-	-	-	-	-	-
		\$ 13,270	\$ 17,786	\$ 12,994	\$ 15,000	\$ 15,000	\$ -
60448	Streetlighting						
5100	SALARIES & BENEFITS	-	-	-	-	-	-
5200	SUPPLIES	-	-	-	-	-	-
5300	CONTRACTUAL SERVICES	560,199	740,000	489,702	650,000	650,000	-
5400	OTHER EXPENSES	-	-	-	-	-	-
5700	CAPITAL OUTLAYS	-	5,000	-	5,000	5,000	-
		\$ 560,199	\$ 745,000	\$ 489,702	\$ 655,000	\$ 655,000	\$ -
60707	Senior Citizen Transit						
5100	SALARIES & BENEFITS	65,909	-	30,658	32,256	3,771	(28,485)
5200	SUPPLIES	-	-	-	-	-	-
5300	CONTRACTUAL SERVICES	10,400	-	5,352	6,000	40,000	34,000
5400	OTHER EXPENSES	-	-	-	-	-	-
5700	CAPITAL OUTLAYS	-	-	-	-	-	-
		\$ 76,309	\$ -	\$ 36,010	\$ 38,256	\$ 43,771	\$ 5,515
60446	Community Event Support						
5100	SALARIES & BENEFITS	14,857	10,000	7,932	10,000	10,000	-
5200	SUPPLIES	58	600	716	800	800	-
5300	CONTRACTUAL SERVICES	5,297	10,000	2,868	6,000	10,000	4,000
5400	OTHER EXPENSES	-	-	-	-	-	-
5700	CAPITAL OUTLAYS	-	-	-	-	-	-
		\$ 20,212	\$ 20,600	\$ 11,516	\$ 16,800	\$ 20,800	\$ 4,000
70751	Parks Maintenance						
5100	SALARIES & BENEFITS	353,705	397,104	264,623	375,000	386,722	11,722
5200	SUPPLIES	65,534	86,850	37,232	79,850	89,720	9,870
5300	CONTRACTUAL SERVICES	620,372	649,807	433,336	651,581	651,937	356
5400	OTHER EXPENSES	102	-	4	10	-	(10)
5700	CAPITAL OUTLAYS	10,673	11,000	8,288	11,000	6,000	(5,000)
		\$ 1,050,386	\$ 1,144,761	\$ 743,483	\$ 1,117,441	\$ 1,134,379	\$ 16,938

**Annual Budget & Quarterly Budget Reforecast - General Fund
General Fund Expenditure Summary By Function**

		Actual FY2012	Original Budget Estimate FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast
70757 Mc Graft Park Maintenance							
5100	SALARIES & BENEFITS	6,934	7,500	2,547	7,500	8,095	595
5200	SUPPLIES	3,479	1,400	1,721	2,000	3,250	1,250
5300	CONTRACTUAL SERVICES	29,358	35,700	10,682	35,700	33,850	(1,850)
5400	OTHER EXPENSES	106	-	-	-	-	-
5700	CAPITAL OUTLAYS	106	-	-	-	-	-
		\$ 39,982	\$ 44,600	\$ 14,950	\$ 45,200	\$ 45,195	\$ (5)
70276 Cemeteries Maintenance							
5100	SALARIES & BENEFITS	106,333	82,086	71,231	85,000	80,894	(4,106)
5200	SUPPLIES	6,975	6,750	2,376	7,000	6,810	(190)
5300	CONTRACTUAL SERVICES	247,644	241,976	200,129	266,786	256,806	(9,980)
5400	OTHER EXPENSES	-	-	263	300	-	(300)
5700	CAPITAL OUTLAYS	7,594	8,500	7,466	8,845	7,000	(1,845)
		\$ 368,546	\$ 339,312	\$ 281,465	\$ 367,931	\$ 351,510	\$ (16,421)
70585 Parking Operations							
5100	SALARIES & BENEFITS	830	-	1,076	1,200	1,200	-
5200	SUPPLIES	-	-	-	-	-	-
5300	CONTRACTUAL SERVICES	3,654	3,000	3,107	3,500	4,000	500
5400	OTHER EXPENSES	-	-	-	-	-	-
5700	CAPITAL OUTLAYS	-	-	-	-	-	-
		\$ 4,484	\$ 3,000	\$ 4,183	\$ 4,700	\$ 5,200	\$ 500
70357 Graffiti Removal							
5100	SALARIES & BENEFITS	4,312	5,000	2,296	3,000	4,000	1,000
5200	SUPPLIES	513	-	91	200	200	-
5300	CONTRACTUAL SERVICES	265	4,861	522	4,661	4,661	-
5400	OTHER EXPENSES	-	-	-	-	-	-
5700	CAPITAL OUTLAYS	-	-	-	-	-	-
		\$ 5,090	\$ 9,861	\$ 2,909	\$ 7,861	\$ 8,861	\$ 1,000
70863 Farmers' Market & Flea Market							
5100	SALARIES & BENEFITS	20,918	23,490	19,404	24,000	25,370	1,370
5200	SUPPLIES	2,197	2,075	2,646	2,725	2,700	(25)
5300	CONTRACTUAL SERVICES	30,953	29,428	22,022	29,188	31,188	2,000
5400	OTHER EXPENSES	45	100	25	100	100	-
5700	CAPITAL OUTLAYS	294	22,000	-	2,000	2,000	-
		\$ 54,407	\$ 77,093	\$ 44,097	\$ 58,013	\$ 61,358	\$ 3,345
		\$ 3,954,262	\$ 4,179,061	\$ 2,817,911	\$ 4,079,807	\$ 4,234,632	\$ 154,825

**Annual Budget & Quarterly Budget Reforecast - General Fund
General Fund Expenditure Summary By Function**

	Actual FY2012	Original Budget Estimate FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast
70775 General Recreation						
5100 SALARIES & BENEFITS	-	-	99	3,000	-	(3,000)
5200 SUPPLIES	230	-	96	200	200	-
5300 CONTRACTUAL SERVICES	108,784	96,000	82,493	95,700	95,700	-
5400 OTHER EXPENSES	51	-	-	-	-	-
5700 CAPITAL OUTLAYS	-	-	-	-	-	-
	\$ 109,065	\$ 96,000	\$ 82,688	\$ 98,900	\$ 95,900	\$ (3,000)
80387 Environmental Services						
5100 SALARIES & BENEFITS	337,789	361,504	259,503	353,436	357,849	4,413
5200 SUPPLIES	10,247	7,300	6,953	7,921	8,300	379
5300 CONTRACTUAL SERVICES	191,979	185,000	120,616	210,000	233,240	23,240
5400 OTHER EXPENSES	228	1,000	362	600	2,000	1,400
5700 CAPITAL OUTLAYS	1,422	3,500	2,824	2,824	3,500	676
	\$ 541,665	\$ 558,304	\$ 390,258	\$ 574,781	\$ 604,889	\$ 30,108
	\$ 650,729	\$ 654,304	\$ 472,946	\$ 673,681	\$ 700,789	\$ 27,108
10875 Other - Contributions to Outside Agencies						
MUSKEGON AREA TRANSIT (MATS)	80,164	80,164	80,164	80,164	77,460	(2,704)
NEIGHBORHOOD ASSOCIATION GRANTS	17,738	21,000	16,685	21,000	21,000	-
MUSKEGON AREA FIRST	45,566	45,660	45,567	45,660	45,660	-
VETERANS MEMORIAL DAY COSTS	-	7,000	-	7,000	7,000	-
WEST MI ECONOMIC DEVELOPMENT PARTNERSHIP	-	-	-	-	3,000	3,000
DOWNTOWN MUSKEGON NOW	-	42,000	42,995	42,995	79,249	36,254
LAKESIDE BUSINESS DISTRICT	2,500	2,500	-	2,500	2,500	-
211 SERVICE	2,500	2,500	2,500	2,500	2,500	-
MLK DIVERSITY PROGRAM	1,000	1,000	1,000	1,000	1,000	-
MUSKEGON AREA LABOR MANAGEMENT (MALMC)	-	1,000	-	1,000	1,000	-
OTHER	-	-	-	-	-	-
Contributions To Outside Agencies	\$ 149,468	\$ 202,824	\$ 188,911	\$ 203,819	\$ 240,369	\$ 36,550
	\$ 149,468	\$ 202,824	\$ 188,911	\$ 203,819	\$ 240,369	\$ 36,550
Total Customer Value Added Activities	\$ 17,584,153	\$ 18,496,011	\$ 13,507,595	\$ 17,673,958	\$ 18,054,074	\$ 380,116
As a Percent of Total General Fund Expenditures	74.5%	76.8%	76.4%	75.9%	75.9%	79.9%

**Annual Budget & Quarterly Budget Reforecast - General Fund
General Fund Expenditure Summary By Function**

		Actual FY2012	Original Budget Estimate FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast
II. Business Value Added Activities							
10101 City Commission							
5100	SALARIES & BENEFITS	67,018	67,916	52,774	67,475	66,778	(697)
5200	SUPPLIES	6,880	12,300	8,403	10,500	11,000	500
5300	CONTRACTUAL SERVICES	3,201	1,800	1,975	16,300	14,500	(1,800)
5400	OTHER EXPENSES	1,436	2,000	678	2,000	2,000	-
5700	CAPITAL OUTLAYS	4,371	1,200	2,136	2,400	1,500	(900)
		\$ 82,906	\$ 85,216	\$ 65,966	\$ 98,675	\$ 95,778	\$ (2,897)
10102 City Promotions & Public Relations							
5100	SALARIES & BENEFITS	-	-	-	-	-	-
5200	SUPPLIES	1,067	9,350	373	400	350	(50)
5300	CONTRACTUAL SERVICES	6,146	-	9,095	9,400	9,000	(400)
5400	OTHER EXPENSES	-	-	-	-	-	-
5700	CAPITAL OUTLAYS	-	-	-	-	-	-
		\$ 7,214	\$ 9,350	\$ 9,468	\$ 9,800	\$ 9,350	\$ (450)
10172 City Manager							
5100	SALARIES & BENEFITS	261,589	270,811	210,353	263,959	261,736	(2,223)
5200	SUPPLIES	1,297	1,400	223	1,400	1,400	-
5300	CONTRACTUAL SERVICES	7,032	7,750	3,794	5,500	7,500	2,000
5400	OTHER EXPENSES	2,225	1,750	293	1,200	-	(1,200)
5700	CAPITAL OUTLAYS	1,166	1,250	1,092	1,200	1,000	(200)
		\$ 273,309	\$ 282,961	\$ 215,755	\$ 273,259	\$ 271,636	\$ (1,623)
10145 City Attorney							
5100	SALARIES & BENEFITS	-	-	-	-	-	-
5200	SUPPLIES	-	2,000	830	2,000	2,000	-
5300	CONTRACTUAL SERVICES	354,865	330,000	257,687	340,000	340,000	-
5400	OTHER EXPENSES	-	-	-	-	-	-
5700	CAPITAL OUTLAYS	-	-	-	-	-	-
		\$ 354,865	\$ 332,000	\$ 258,517	\$ 342,000	\$ 342,000	\$ -
		\$ 718,294	\$ 709,527	\$ 549,706	\$ 723,734	\$ 718,764	\$ (4,970)
20228 Affirmative Action							
5100	SALARIES & BENEFITS	80,618	81,162	62,886	80,101	79,488	(613)
5200	SUPPLIES	264	750	169	750	750	-
5300	CONTRACTUAL SERVICES	1,785	2,027	834	1,627	1,627	-
5400	OTHER EXPENSES	319	1,000	107	800	800	-
5700	CAPITAL OUTLAYS	-	500	1,092	1,100	2,350	1,250
		\$ 82,987	\$ 85,439	\$ 65,088	\$ 84,378	\$ 85,015	\$ 637

**Annual Budget & Quarterly Budget Reforecast - General Fund
General Fund Expenditure Summary By Function**

		Actual FY2012	Original Budget Estimate FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast
20215 City Clerk & Elections							
5100	SALARIES & BENEFITS	243,389	246,045	217,490	246,045	266,716	20,671
5200	SUPPLIES	25,026	33,208	29,535	33,208	35,040	1,832
5300	CONTRACTUAL SERVICES	11,797	29,516	27,189	29,516	31,684	2,168
5400	OTHER EXPENSES	2,367	2,500	1,439	2,500	2,500	-
5700	CAPITAL OUTLAYS	6,380	1,000	5,354	5,500	1,000	(4,500)
		\$ 288,959	\$ 312,269	\$ 281,007	\$ 316,769	\$ 336,940	\$ 20,171
20220 Civil Service							
5100	SALARIES & BENEFITS	4,245	-	3,429	3,429	-	(3,429)
5200	SUPPLIES	3,810	3,100	-	500	500	-
5300	CONTRACTUAL SERVICES	88,071	86,170	24,090	81,013	85,050	4,037
5400	OTHER EXPENSES	2,418	2,000	2,563	2,563	2,800	237
5700	CAPITAL OUTLAYS	-	-	-	-	-	-
		\$ 98,543	\$ 91,270	\$ 30,082	\$ 87,505	\$ 88,350	\$ 845
		\$ 470,489	\$ 488,978	\$ 376,177	\$ 488,652	\$ 510,305	\$ 21,653
30202 Finance Administration							
5100	SALARIES & BENEFITS	278,978	186,399	149,851	183,663	193,021	9,358
5200	SUPPLIES	2,933	3,370	2,670	3,064	2,970	(94)
5300	CONTRACTUAL SERVICES	133,853	168,484	143,479	172,150	174,300	2,150
5400	OTHER EXPENSES	1,505	-	1,126	1,126	500	(626)
5700	CAPITAL OUTLAYS	3,834	4,000	225	225	500	275
		\$ 421,103	\$ 362,253	\$ 297,351	\$ 360,228	\$ 371,291	\$ 11,063
30209 Assessing Services							
5100	SALARIES & BENEFITS	3,126	7,610	3,312	4,500	4,500	-
5200	SUPPLIES	-	-	-	500	-	(500)
5300	CONTRACTUAL SERVICES	422,034	360,000	252,298	340,000	321,700	(18,300)
5400	OTHER EXPENSES	-	-	-	-	-	-
5700	CAPITAL OUTLAYS	-	-	-	-	-	-
		\$ 425,160	\$ 367,610	\$ 255,610	\$ 345,000	\$ 326,200	\$ (18,800)
30805 Arena Administration							
5100	SALARIES & BENEFITS	-	-	-	-	-	-
5200	SUPPLIES	-	-	-	-	-	-
5300	CONTRACTUAL SERVICES	238,492	235,000	237,425	238,000	238,000	-
5400	OTHER EXPENSES	-	-	-	-	-	-
5700	CAPITAL OUTLAYS	1,599	-	1,538	1,538	1,550	12
		\$ 240,091	\$ 235,000	\$ 238,963	\$ 239,538	\$ 239,550	\$ 12

**Annual Budget & Quarterly Budget Reforecast - General Fund
General Fund Expenditure Summary By Function**

		Actual FY2012	Original Budget Estimate FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast
30205 Income Tax Administration							
5100	SALARIES & BENEFITS	349,617	366,878	244,858	359,385	337,493	(21,892)
5200	SUPPLIES	11,035	12,160	6,127	8,000	10,760	2,760
5300	CONTRACTUAL SERVICES	66,871	77,350	53,051	72,000	70,550	(1,450)
5400	OTHER EXPENSES	792	1,000	244	1,000	1,000	-
5700	CAPITAL OUTLAYS	4,081	2,500	78	2,000	2,500	500
		\$ 432,397	\$ 459,888	\$ 304,358	\$ 442,385	\$ 422,303	\$ (20,082)
30253 City Treasurer							
5100	SALARIES & BENEFITS	318,736	324,507	243,014	317,118	298,022	(19,096)
5200	SUPPLIES	65,720	66,000	52,313	66,000	66,000	-
5300	CONTRACTUAL SERVICES	126,643	109,000	81,699	109,000	109,000	-
5400	OTHER EXPENSES	343	800	772	800	800	-
5700	CAPITAL OUTLAYS	5,710	1,000	51	1,000	1,000	-
		\$ 517,152	\$ 501,307	\$ 377,849	\$ 493,918	\$ 474,822	\$ (19,096)
30248 Information Systems Administration							
5100	SALARIES & BENEFITS	301,869	313,807	247,086	306,152	314,865	8,713
5200	SUPPLIES	481	1,977	117	1,960	2,156	196
5300	CONTRACTUAL SERVICES	31,224	18,268	22,559	28,284	44,284	16,000
5400	OTHER EXPENSES	4,114	12,000	6,460	12,000	12,000	-
5700	CAPITAL OUTLAYS	33,513	48,406	45,586	45,629	13,731	(31,898)
		\$ 371,201	\$ 394,458	\$ 321,808	\$ 394,025	\$ 387,036	\$ (6,989)
		\$ 2,407,105	\$ 2,320,516	\$ 1,795,939	\$ 2,275,094	\$ 2,221,202	\$ (53,892)
60265 City Hall Maintenance							
5100	SALARIES & BENEFITS	39,062	37,708	31,499	36,856	34,267	(2,589)
5200	SUPPLIES	10,126	13,775	7,937	13,775	13,275	(500)
5300	CONTRACTUAL SERVICES	178,543	230,000	134,625	210,000	230,600	20,600
5400	OTHER EXPENSES	191	-	-	-	500	500
5700	CAPITAL OUTLAYS	7,164	7,500	5,623	7,500	6,900	(600)
		\$ 235,086	\$ 288,983	\$ 179,684	\$ 268,131	\$ 285,542	\$ 17,411
		\$ 235,086	\$ 288,983	\$ 179,684	\$ 268,131	\$ 285,542	\$ 17,411

**Annual Budget & Quarterly Budget Reforecast - General Fund
General Fund Expenditure Summary By Function**

	Actual FY2012	Original Budget Estimate FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast
80400 Planning, Zoning and Economic Development						
5100 SALARIES & BENEFITS	267,122	278,373	219,435	270,000	283,841	13,841
5200 SUPPLIES	2,759	4,600	2,321	3,500	4,000	500
5300 CONTRACTUAL SERVICES	19,914	25,000	14,258	14,570	61,770	47,200
5400 OTHER EXPENSES	1,272	4,000	1,835	2,500	3,000	500
5700 CAPITAL OUTLAYS	1,848	2,000	2,402	2,500	2,500	-
	\$ 292,915	\$ 313,973	\$ 240,251	\$ 293,070	\$ 355,111	\$ 62,041
	\$ 292,915	\$ 313,973	\$ 240,251	\$ 293,070	\$ 355,111	\$ 62,041
Total Business Value Added Activities	\$ 4,123,889	\$ 4,121,977	\$ 3,141,758	\$ 4,048,681	\$ 4,090,924	\$ 42,243
As a Percent of Total General Fund Expenditures	17.5%	17.1%	17.8%	17.4%	17.2%	8.9%
III. Fixed Budget Items						
30999 Transfers To Other Funds						
MAJOR STREET FUND	-	-	-	250,000	-	(250,000)
LOCAL STREET FUND	280,000	280,000	233,333	280,000	540,000	260,000
ENGINEERING	75,000	-	-	-	-	-
SIDEWALK	-	-	-	-	-	-
PUBLIC IMPROVEMENT FIRE EQUIPMENT RESERVE	-	-	-	-	-	-
ARENA MAINTENANCE	-	-	-	-	-	-
STATE GRANTS	-	-	-	-	-	-
LDFA DEBT SERVICE FUND (SMARTZONE)	100,000	160,000	133,333	160,000	160,000	-
GENERAL INSURANCE	28,046	28,046	23,372	28,046	28,046	-
	\$ 483,046	\$ 468,046	\$ 390,038	\$ 718,046	\$ 728,046	\$ 10,000
30851 General Insurance	257,320	224,982	251,656	252,000	251,656	\$ (344)
30906 Debt Retirement	281,954	278,345	279,677	280,000	280,000	-
10891 Contingency and Bad Debt Expense	513,590	250,000	4,121	200,000	250,000	50,000

**Annual Budget & Quarterly Budget Reforecast - General Fund
General Fund Expenditure Summary By Function**

	Actual FY2012	Original Budget Estimate FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast
90000 Major Capital Improvements	373,495	257,000	97,643	127,000	121,000	
91112 CHARGEPOINT CAR CHARGING	5,037	-	-	-	-	-
91301 MCGRAFT PARK IMPROVEMENTS	-	-	-	-	22,000	22,000
91302 VETERAN'S PARK UPGRADES	-	12,000	-	-	12,000	12,000
91303 PARKS IMPROVEMENTS: PM & BEUKEMA	-	-	-	-	20,000	20,000
91304 BOARDWALK REPAIRS	-	-	-	-	25,000	25,000
91116 ADA PROJECT 2011-2012	1,432	25,000	-	20,000	20,000	-
91118 MCGRAFT PARK ROOF & RESURFACE TENNIS COU	2,087	-	-	-	-	-
91119 CITY HALL TUCK POINTING & ROOF OVER PD	15,489	-	-	-	-	-
91120 VOIP PHONE SYSTEM	50,363	20,000	21,380	22,000	22,000	-
91125 BS&A FINANCIAL MANAGEMENT SOFTWARE	154,646	50,000	(195)	-	-	-
91129 JEFFERSON & APPLE CITY HALL PARKING LOT	6,196	70,000	28,056	35,000	-	(35,000)
91206 CITY HALL HVAC CLEANING	-	-	9,880	10,000	-	(10,000)
91305 CITY HALL WINDOWS	-	80,000	-	-	-	-
91130 CITY HALL TUCK POINTING/WINDOWS	1,817	-	38,021	40,000	-	(40,000)
99012 GIS TRAINING	4,169	-	-	-	-	-
99148 JAG GRANT	106,135	-	501	-	-	-
99152 DOJ JAG GRANT MUSKEGON HEIGHTS	26,126	-	-	-	-	-
Total Fixed-Budget Items	\$ 1,909,406	\$ 1,478,373	\$ 1,023,135	\$ 1,577,046	\$ 1,630,702	\$ 53,656
As a Percent of Total General Fund Expenditures	8.1%	6.1%	5.8%	6.8%	6.9%	11.3%
Total General Fund	\$ 23,617,448	\$ 24,096,361	\$ 17,672,487	\$ 23,299,685	\$ 23,775,700	\$ 476,015

Recap: Total General Fund By Line Item Expenditure Classification

5100 Salaries & Benefits	\$ 14,451,224	\$ 15,007,730	\$ 10,885,921	\$ 13,978,331	\$ 14,010,176	\$ 31,845
5200 Operating Supplies	402,136	478,965	288,426	418,253	442,461	24,208
5300 Contractual Services	6,710,688	6,931,769	5,391,069	7,161,695	7,560,136	398,441
5400 Other Expenses	559,041	309,150	35,125	249,099	296,850	47,751
5700 Capital Outlays	529,359	422,356	235,565	294,261	258,031	(36,230)
5900 All Other Financing Uses	965,000	946,391	836,382	1,198,046	1,208,046	10,000
Total General Fund	\$ 23,617,448	\$ 24,096,361	\$ 17,672,487	\$ 23,299,685	\$ 23,775,700	\$ 476,015

City of Muskegon
Comparison of Revenues and Costs for Selected General Fund Operations

	Actual 2012	Original Budget Estimate 2012-13	Actual Through April 2013	Revised Estimate 2012-13	Original Budget Estimate 2013-14
Sanitation					
Revenues					
PROPERTY TAX SANITATION	\$ 1,638,466	\$ 1,555,069	\$ 1,280,207	\$ 1,484,079	\$ 1,429,169
GARBAGE COLLECTION	48,851	-	36,345	48,000	48,000
START UP CHARGE/REFUSE	9,343	-	9,020	10,000	10,000
REFUSE BAG & BULK SALES	28,878	80,000	19,408	23,000	23,000
APPLIANCE STICKER	232	-	25	300	300
	<u>1,725,769</u>	<u>1,635,069</u>	<u>1,345,005</u>	<u>1,565,379</u>	<u>1,510,469</u>
Expenditures					
GENERAL SANITATION	1,761,378	1,777,048	1,176,602	1,753,605	1,893,558
	<u>1,761,378</u>	<u>1,777,048</u>	<u>1,176,602</u>	<u>1,753,605</u>	<u>1,893,558</u>
Excess (Shortfall)	\$ (35,609)	\$ (141,979)	\$ 168,403	\$ (188,226)	\$ (383,089)
Cemeteries					
Revenues					
CEMETERY-BURIAL PERMITS	\$ 84,907	\$ 80,000	\$ 54,809	\$ 81,000	\$ 82,000
CEMETERY SALE OF LOTS	24,592	25,000	26,307	27,500	25,000
CEMETERY-MISC. INCOME	61,645	20,000	13,634	20,000	20,000
COLUMBARIUM NICHE	79	500	1,725	1,800	1,000
PERPETUAL CARE INTEREST	2,226	10,000	20,653	23,000	23,000
	<u>173,449</u>	<u>135,500</u>	<u>117,128</u>	<u>153,300</u>	<u>151,000</u>
Expenditures					
	368,546	339,312	281,465	367,931	351,510
	<u>368,546</u>	<u>339,312</u>	<u>281,465</u>	<u>367,931</u>	<u>351,510</u>
Excess (Shortfall)	\$ (195,097)	\$ (203,812)	\$ (164,337)	\$ (214,631)	\$ (200,510)
Farmers' Market					
Revenues					
FLEA MARKET AT FARMERS MARKET	\$ 28,664	\$ 35,000	\$ 17,459	\$ 35,000	\$ 35,000
FARMERS MARKET INCOME	47,805	40,000	26,856	40,000	40,000
	<u>76,469</u>	<u>75,000</u>	<u>44,315</u>	<u>75,000</u>	<u>75,000</u>
Expenditures					
	54,407	77,093	44,097	58,013	61,358
	<u>54,407</u>	<u>77,093</u>	<u>44,097</u>	<u>58,013</u>	<u>61,358</u>
Excess (Shortfall)	\$ 22,062	\$ (2,093)	\$ 218	\$ 16,987	\$ 13,642
Fire Safety Inspections					
Revenues					
BUILDING PERMITS	\$ 264,201	\$ 250,000	\$ 214,205	\$ 229,000	\$ 255,000
ELECTRICAL PERMITS	84,907	80,000	54,809	81,000	82,000
PLUMBING PERMITS	26,884	30,000	20,109	26,000	31,000
HEATING PERMITS	55,169	60,000	51,550	60,000	60,000
	<u>431,161</u>	<u>420,000</u>	<u>340,673</u>	<u>396,000</u>	<u>428,000</u>
Expenditures					
	603,463	597,301	314,925	459,000	444,467
	<u>603,463</u>	<u>597,301</u>	<u>314,925</u>	<u>459,000</u>	<u>444,467</u>
Excess (Shortfall)	\$ (172,302)	\$ (177,301)	\$ 25,748	\$ (63,000)	\$ (16,467)
Environmental Services					
Revenues					
HOUSING LICENSES	\$ 39,885	\$ -	\$ 45,785	\$ 48,000	\$ 48,000
INSPECTION FEE	30	-	30	30	-
RENTAL PROPERTY REGISTRATION	123,075	130,000	99,172	120,000	120,000
VACANT BUILDING FEE	112,058	100,000	68,994	100,000	100,000
REIMBURSEMENT LOT CLEAN UP	43,028	30,000	25,972	35,000	35,000
REIMBURSEMENT LOT MOWING	58,740	50,000	36,180	50,000	50,000
	<u>376,816</u>	<u>310,000</u>	<u>276,133</u>	<u>353,030</u>	<u>353,000</u>
Expenditures					
	541,665	558,304	390,258	574,781	604,889
	<u>541,665</u>	<u>558,304</u>	<u>390,258</u>	<u>574,781</u>	<u>604,889</u>
Excess (Shortfall)	\$ (164,849)	\$ (248,304)	\$ (114,125)	\$ (221,751)	\$ (251,889)

NON-GENERAL FUND BUDGETS

Major Streets and State Trunklines Fund

Local Streets Fund

Budget Stabilization Fund

Criminal Forfeitures Budget

Tree Replacement Budget

Brownfield Redevelopment Authority Budget (Betten)

Brownfield Redevelopment Authority Budget (Former Mall)

Local Development Finance Authority Budget

Tax Increment Finance Authority Budget

Downtown Development Authority Budget

Arena Improvement Fund

Sidewalk Improvement Fund

Public Improvement Fund

State Grants Fund

Marina & Launch Ramp Fund

Equipment Fund

Public Service Building Fund

Engineering Services Fund

General Insurance Fund

Sewer Fund

Water Fund

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
202 Major Streets and State Trunklines Fund							
Available Fund Balance - BOY	\$ 566,001	\$ 2,438,845	\$ 2,507,008	\$ 2,507,008	\$ 1,365,652	\$ (1,141,356)	
Means of Financing							
Special assessments	\$ 167,342	\$ 125,000	\$ -	\$ 129,772	\$ 120,000	\$ (9,772)	
Federal & state grants	1,377,820	1,095,000	2,438	453,000	1,005,000	552,000	
State shared revenue	2,537,508	2,663,163	1,767,063	2,663,163	2,682,945	19,782	
Interest income	34,829	25,000	19,325	25,000	25,000	-	
Operating transfers in	-	-	-	250,000	-	(250,000)	From General Fund
Other	2,099,396	20,000	6,221	20,000	20,000	-	
	\$ 6,216,895	\$ 3,928,163	\$ 1,795,047	\$ 3,540,935	\$ 3,852,945	\$ 312,010	
60900 Operating Expenditures							
5100 Salaries & Benefits	\$ 518,030	\$ 770,000	\$ 443,811	\$ 700,000	\$ 696,909	\$ (3,091)	
5200 Operating Supplies	241,072	240,600	122,330	210,000	259,200	49,200	
5300 Contractual Services	821,383	1,080,658	769,071	1,016,000	972,415	(43,585)	
5400 Other Expenses	11,295	1,000	150	500	500	-	
5700 Capital Outlays	-	-	-	-	-	-	
5900 Other Financing Uses	25,330	456,993	232,791	232,791	231,703	(1,088)	Debt service on 2011 MTF bonds
	\$ 1,617,110	\$ 2,549,251	\$ 1,568,153	\$ 2,159,291	\$ 2,160,727	\$ 1,436	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	2,658,778	3,166,000	818,374	2,523,000	2,755,000	232,000	
5700 Capital Outlays	-	-	-	-	-	-	
	\$ 2,658,778	\$ 3,166,000	\$ 818,374	\$ 2,523,000	\$ 2,755,000	\$ 232,000	
	\$ 4,275,888	\$ 5,715,251	\$ 2,386,527	\$ 4,682,291	\$ 4,915,727	\$ 233,436	
Available Fund Balance - EOY	\$ 2,507,008	\$ 651,757	\$ 1,915,528	\$ 1,365,652	\$ 302,870	\$ (1,062,782)	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
203 Local Streets Fund							
Available Fund Balance - BOY	\$ 663,340	\$ 657,138	\$ 826,851	\$ 826,851	\$ 161,357	\$ (665,494)	
Means of Financing							
Special assessments	\$ 109,166	\$ 75,000	\$ -	\$ 116,616	\$ 90,000	\$ (26,616)	
Federal & state grants	-	32,000	-	32,000	-	(32,000)	
Metro act fees	140,850	140,000	-	140,000	140,000	-	
State shared revenue	639,476	635,482	433,261	635,482	640,698	5,216	
Interest income	27,090	20,000	14,113	20,000	20,000	-	
Operating transfers in	480,000	905,000	600,000	680,000	740,000	60,000	From General Fund
Other	2,410	15,000	5,648	15,000	15,000	-	
	\$ 1,398,992	\$ 1,822,482	\$ 1,053,022	\$ 1,639,098	\$ 1,645,698	\$ 6,600	
60900 Operating Expenditures							
5100 Salaries & Benefits	\$ 457,536	\$ 473,137	\$ 345,703	\$ 463,492	\$ 464,049	\$ 557	
5200 Operating Supplies	64,067	118,000	102,343	150,000	140,000	(10,000)	
5300 Contractual Services	616,506	860,118	478,927	750,000	820,000	70,000	
5400 Other Expenses	4,046	2,000	13	100	500	400	
5700 Capital Outlays	-	-	-	-	-	-	
5900 Other Financing Uses	-	-	-	-	-	-	
	\$ 1,142,155	\$ 1,453,255	\$ 926,986	\$ 1,363,592	\$ 1,424,549	\$ 60,957	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	93,326	805,000	581,650	941,000	350,000	(591,000)	
	\$ 93,326	\$ 805,000	\$ 581,650	\$ 941,000	\$ 350,000	\$ (591,000)	
	\$ 1,235,481	\$ 2,258,255	\$ 1,508,636	\$ 2,304,592	\$ 1,774,549	\$ (530,043)	
Available Fund Balance - EOY	\$ 826,851	\$ 221,365	\$ 371,237	\$ 161,357	\$ 32,506	\$ (128,851)	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
257 Budget Stabilization Fund							
Available Fund Balance - BOY	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,700,000	\$ 200,000	
Means of Financing							
Special assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Federal & state grants	-	-	-	-	-	-	
State shared revenue	-	-	-	-	-	-	
Charges for services	-	-	-	-	-	-	
Interest income	-	-	-	-	-	-	
Operating transfers in - General Fund	-	-	-	-	-	-	
Operating transfers in - TIFA Fund	-	-	-	-	-	-	
Operating transfers in - Insurance Fund	-	200,000	200,000	200,000	-	(200,000)	
Other	-	-	-	-	-	-	
	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	\$ (200,000)	
70805 Operating Expenditures							
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5200 Operating Supplies	-	-	-	-	-	-	
5300 Contractual Services	-	-	-	-	-	-	
5400 Other Expenses	-	-	-	-	-	-	
5700 Capital Outlays	-	-	-	-	-	-	
5900 Other Financing Uses	-	-	-	-	-	-	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	-	-	-	-	-	-	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Available Fund Balance - EOY	\$ 1,500,000	\$ 1,700,000	\$ 1,700,000	\$ 1,700,000	\$ 1,700,000	\$ -	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
264 Criminal Forfeitures Fund							
Available Fund Balance - BOY	\$ 140,828	\$ 148,828	\$ 149,174	\$ 149,174	\$ 164,719	\$ 15,545	
Means of Financing							
Special assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Federal & state grants	-	-	-	-	-	-	
State shared revenue	-	-	-	-	-	-	
Charges for services	-	-	-	-	-	-	
Interest income	1,136	500	641	700	700	-	
Operating transfers in - General Fund	-	-	-	-	-	-	
Operating transfers in - TIFA Fund	-	-	-	-	-	-	
Operating transfers in - Insurance Fund	-	-	-	-	-	-	
Other	11,422	12,000	14,934	18,000	18,000	-	
	\$ 12,558	\$ 12,500	\$ 15,575	\$ 18,700	\$ 18,700	\$ -	
70805 Operating Expenditures							
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5200 Operating Supplies	-	-	-	-	-	-	
5300 Contractual Services	3,933	5,000	2,286	3,125	5,000	1,875	
5400 Other Expenses	-	-	-	-	-	-	
5700 Capital Outlays	279	-	-	-	-	-	
5900 Other Financing Uses	-	-	-	-	-	-	
	\$ 4,212	\$ 5,000	\$ 2,286	\$ 3,125	\$ 5,000	\$ 1,875	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	-	-	30	30	-	(30)	
	\$ -	\$ -	\$ 30	\$ 30	\$ -	\$ (30)	
	\$ 4,212	\$ 5,000	\$ 2,316	\$ 3,155	\$ 5,000	\$ 1,845	
Available Fund Balance - EOY	\$ 149,174	\$ 156,328	\$ 162,433	\$ 164,719	\$ 178,419	\$ 13,700	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
285 Tree Replacement Fund							
Available Fund Balance - BOY	\$ 5,119	\$ 4,669	\$ 4,999	\$ 4,999	\$ 1,049	\$ (3,950)	
Means of Financing							
Special assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Federal & state grants	2,000	-	-	5,000	-	(5,000)	
State shared revenue	-	-	-	-	-	-	
Charges for services	-	-	-	-	-	-	
Interest income	37	50	11	50	50	-	
Operating transfers in - General Fund	-	-	-	-	-	-	
Operating transfers in - TIFA Fund	-	-	-	-	-	-	
Operating transfers in - Insurance Fund	-	-	-	-	-	-	
Other	200	-	2,496	2,500	1,500	(1,000)	
	\$ 2,237	\$ 50	\$ 2,507	\$ 7,550	\$ 1,550	\$ (6,000)	
70805 Operating Expenditures							
5100 Salaries & Benefits	\$ -	\$ -	\$ 3,659	\$ 3,700	\$ -	\$ (3,700)	
5200 Operating Supplies	2,357	2,500	5,314	5,500	1,000	(4,500)	
5300 Contractual Services	-	-	2,021	2,300	-	(2,300)	
5400 Other Expenses	-	-	-	-	-	-	
5700 Capital Outlays	-	-	-	-	-	-	
5900 Other Financing Uses	-	-	-	-	-	-	
	\$ 2,357	\$ 2,500	\$ 10,994	\$ 11,500	\$ 1,000	\$ (10,500)	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	-	-	-	-	-	-	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ 2,357	\$ 2,500	\$ 10,994	\$ 11,500	\$ 1,000	\$ (10,500)	
Available Fund Balance - EOY	\$ 4,999	\$ 2,219	\$ (3,488)	\$ 1,049	\$ 1,599	\$ 550	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
295 Brownfield Redevelopment Authority (Betten Project)							
Available Fund Balance - BOY	\$ 65,349	\$ 4,450	\$ (1,503,400)	\$ (1,503,400)	\$ (1,513,615)	\$ (10,215)	
Means of Financing							
Property taxes	\$ 142,429	\$ 157,111	\$ 156,765	\$ 156,765	\$ 127,690	\$ (29,075)	
Federal & state grants	-	-	-	-	-	-	
State shared revenue	-	-	-	-	-	-	
Charges for services	-	-	-	-	-	-	
Interest income	671	250	528	600	600	-	
Operating transfers in - General Fund	-	-	-	-	-	-	
Operating transfers in - TIFA Fund	-	-	-	-	-	-	
Operating transfers in - Insurance Fund	-	-	-	-	-	-	
Other	-	-	-	-	-	-	
	\$ 143,100	\$ 157,361	\$ 157,293	\$ 157,365	\$ 128,290	\$ (29,075)	
70805 Operating Expenditures							
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5200 Operating Supplies	-	-	-	-	-	-	
5300 Contractual Services	1,698,021	150,000	-	10,000	-	(10,000)	
5400 Other Expenses	-	-	-	-	-	-	
5700 Capital Outlays	-	-	-	-	-	-	
5900 Other Financing Uses	13,828	10,000	61,441	157,580	157,580	-	
	\$ 1,711,849	\$ 160,000	\$ 61,441	\$ 167,580	\$ 157,580	\$ (10,000)	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	-	-	-	-	-	-	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ 1,711,849	\$ 160,000	\$ 61,441	\$ 167,580	\$ 157,580	\$ (10,000)	
Available Fund Balance - EOY	\$ (1,503,400)	\$ 1,811	\$ (1,407,548)	\$ (1,513,615)	\$ (1,542,905)	\$ (29,290)	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
296 Brownfield Redevelopment Authority (Mall Area Project)							
Available Fund Balance - BOY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Means of Financing							
Property taxes	\$ -	\$ 42,698	\$ 42,995	\$ 42,995	\$ 79,249	\$ 36,254	
Federal & state grants	-	-	-	-	-	-	
State shared revenue	-	-	-	-	-	-	
Charges for services	-	-	-	-	-	-	
Interest income	-	-	-	-	-	-	
Operating transfers in - General Fund	-	-	-	-	-	-	
Operating transfers in - TIFA Fund	-	-	-	-	-	-	
Operating transfers in - Insurance Fund	-	-	-	-	-	-	
Other	-	-	-	-	-	-	
	\$ -	\$ 42,698	\$ 42,995	\$ 42,995	\$ 79,249	\$ 36,254	
70805 Operating Expenditures							
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5200 Operating Supplies	-	-	-	-	-	-	
5300 Contractual Services	-	-	-	-	-	-	
5400 Other Expenses	-	-	-	-	-	-	
5700 Capital Outlays	-	-	-	-	-	-	
5900 Other Financing Uses	-	42,000	42,995	42,995	79,249	36,254	
	\$ -	\$ 42,000	\$ 42,995	\$ 42,995	\$ 79,249	\$ 36,254	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	-	-	-	-	-	-	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ 42,000	\$ 42,995	\$ 42,995	\$ 79,249	\$ 36,254	
Available Fund Balance - EOY	\$ -	\$ 698	\$ -	\$ -	\$ -	\$ -	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
290 Local Development Finance Authority III Fund - Edison Landing (Smartzone)							
Available Fund Balance - BOY	\$ 21,348	\$ 7,221	\$ 96,745	\$ 96,745	\$ 94,556	\$ (2,189)	
Means of Financing							
Property taxes	\$ 83,420	\$ 86,631	\$ 85,627	\$ 85,627	\$ 137,713	\$ 52,086	
Federal & state grants	-	-	-	-	-	-	
State shared revenue	-	-	-	-	-	-	
Charges for services	-	-	-	-	-	-	
Interest income	3,569	150	113	150	150	-	
Operating transfers in - General Fund	100,000	160,000	133,333	160,000	160,000	-	
Other	306,196	75,000	75,000	75,000	75,000	-	Community Foundation
	\$ 493,185	\$ 321,781	\$ 294,073	\$ 320,777	\$ 372,863	\$ 52,086	
70805 Operating Expenditures							
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5200 Operating Supplies	-	-	-	-	-	-	
5300 Contractual Services	250	500	40	500	500	-	
5400 Other Expenses	-	-	-	-	-	-	
5700 Capital Outlays	-	-	-	-	-	-	
5900 Other Financing Uses	417,538	322,466	146,066	322,466	385,300	62,834	
	\$ 417,788	\$ 322,966	\$ 146,106	\$ 322,966	\$ 385,800	\$ 62,834	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	-	-	-	-	-	-	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ 417,788	\$ 322,966	\$ 146,106	\$ 322,966	\$ 385,800	\$ 62,834	
Available Fund Balance - EOY	\$ 96,745	\$ 6,036	\$ 244,712	\$ 94,556	\$ 81,619	\$ (12,937)	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
305 Tax Increment Finance Authority Fund							
Available Fund Balance - BOY	\$ 16,445	\$ 19,702	\$ 19,639	\$ 19,639	\$ 14,278	\$ (5,361)	
Means of Financing							
Property taxes	\$ 53,057	\$ 44,430	\$ 44,439	\$ 44,439	\$ 36,612	\$ (7,827)	
Federal & state grants	-	-	-	-	-	-	
State shared revenue	-	-	-	-	-	-	
Charges for services	-	-	-	-	-	-	
Interest income	137	200	60	200	200	-	
Operating transfers in - General Fund	-	-	-	-	-	-	
Operating transfers in - TIFA Fund	-	-	-	-	-	-	
Operating transfers in - Insurance Fund	-	-	-	-	-	-	
Other	-	-	-	-	-	-	
	\$ 53,194	\$ 44,630	\$ 44,499	\$ 44,639	\$ 36,812	\$ (7,827)	
70805 Operating Expenditures							
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5200 Operating Supplies	-	-	-	-	-	-	
5300 Contractual Services	-	-	-	-	-	-	
5400 Other Expenses	-	-	-	-	-	-	
5700 Capital Outlays	-	-	-	-	-	-	
5900 Other Financing Uses	50,000	50,000	41,667	50,000	50,000	-	
	\$ 50,000	\$ 50,000	\$ 41,667	\$ 50,000	\$ 50,000	\$ -	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	-	-	-	-	-	-	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ 50,000	\$ 50,000	\$ 41,667	\$ 50,000	\$ 50,000	\$ -	
Available Fund Balance - EOY	\$ 19,639	\$ 14,332	\$ 22,471	\$ 14,278	\$ 1,090	\$ (13,188)	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
394 Downtown Development Authority Fund							
Available Fund Balance - BOY	\$ 272,145	\$ 244,630	\$ 186,771	\$ 186,771	\$ 166,941	\$ (19,830)	
Means of Financing							
Property taxes	\$ 305,797	\$ 288,404	\$ 313,432	\$ 313,432	\$ 292,531	\$ (20,901)	
Federal & state grants	-	-	-	-	-	-	
State proposal A reimbursement revenue	-	-	-	-	-	-	
Charges for services	-	-	-	-	-	-	
Interest income	2,477	1,150	1,065	1,150	1,150	-	
Operating transfers in - General Fund	-	-	-	-	-	-	
Operating transfers in - PIF	-	-	-	-	-	-	
Operating transfers in - Insurance Fund	-	-	-	-	-	-	
Other	-	-	-	-	-	-	
	\$ 308,274	\$ 289,554	\$ 314,497	\$ 314,582	\$ 293,681	\$ (20,901)	
70805 Operating Expenditures							
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5200 Operating Supplies	-	-	-	-	-	-	
5300 Contractual Services	-	250	-	250	250	-	
5400 Other Expenses	-	-	-	-	-	-	
5700 Capital Outlays	-	-	-	-	-	-	
5900 Other Financing Uses	393,648	334,162	25,882	334,162	332,288	(1,874)	
	\$ 393,648	\$ 334,412	\$ 25,882	\$ 334,412	\$ 332,538	\$ (1,874)	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	-	-	-	-	-	-	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ 393,648	\$ 334,412	\$ 25,882	\$ 334,412	\$ 332,538	\$ (1,874)	
Available Fund Balance - EOY	\$ 186,771	\$ 199,772	\$ 475,386	\$ 166,941	\$ 128,084	\$ (38,857)	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
408 Arena Improvement Fund							
Available Fund Balance - BOY	\$ 779	\$ 16,979	\$ 23,779	\$ 23,779	\$ 6,479	\$ (17,300)	
Means of Financing							
Special assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Federal & state grants	-	-	-	-	-	-	
State shared revenue	-	-	-	-	-	-	
Charges for services	22,885	20,000	8,165	10,000	14,000	4,000	
Interest income	115	200	83	200	200	-	
Operating transfers in	-	-	-	-	-	-	
Other	23,400	-	-	-	-	-	
	\$ 46,400	\$ 20,200	\$ 8,248	\$ 10,200	\$ 14,200	\$ 4,000	
30906 Operating Expenditures							
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5200 Operating Supplies	-	-	-	-	-	-	
5300 Contractual Services	-	-	(223)	-	5,000	5,000	
5400 Other Expenses	-	-	-	-	-	-	
5700 Capital Outlays	23,400	-	-	-	-	-	
5900 Other Financing Uses	-	-	-	-	-	-	
	\$ 23,400	\$ -	\$ (223)	\$ -	\$ 5,000	\$ 5,000	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	-	20,000	27,174	27,500	-	(27,500)	
5400 Other Expenses	-	-	-	-	-	-	
5900 Other Financing Uses	-	-	-	-	-	-	
	\$ -	\$ 20,000	\$ 27,174	\$ 27,500	\$ -	\$ (27,500)	
	\$ 23,400	\$ 20,000	\$ 26,951	\$ 27,500	\$ 5,000	\$ (22,500)	
Available Fund Balance - EOY	\$ 23,779	\$ 17,179	\$ 5,076	\$ 6,479	\$ 15,679	\$ 9,200	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
403 Sidewalk Improvement Fund							
Available Fund Balance - BOY	\$ 665,541	\$ 571,836	\$ 575,774	\$ 575,774	\$ 468,965	\$ (106,809)	
Means of Financing							
Special assessments	\$ 55,668	\$ 40,000	\$ -	\$ 39,281	\$ 35,000	\$ (4,281)	
Federal & state grants	-	-	-	-	-	-	
State shared revenue	-	-	-	-	-	-	
Charges for services	-	-	-	-	-	-	
Interest income	11,581	6,000	4,794	6,000	6,000	-	
Operating transfers in	-	-	-	-	-	-	
Other	-	-	-	-	-	-	
	\$ 67,249	\$ 46,000	\$ 4,794	\$ 45,281	\$ 41,000	\$ (4,281)	
30906 Operating Expenditures							
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5200 Operating Supplies	-	-	-	-	-	-	
5300 Contractual Services	-	-	-	-	-	-	
5400 Other Expenses	-	-	-	-	-	-	
5700 Capital Outlays	-	-	-	-	-	-	
5900 Other Financing Uses	151,705	152,080	11,040	152,080	152,140	60	
	\$ 151,705	\$ 152,080	\$ 11,040	\$ 152,080	\$ 152,140	\$ 60	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	5,311	-	10	10	-	(10)	
5400 Other Expenses	-	-	-	-	-	-	
5900 Other Financing Uses	-	-	-	-	-	-	
	\$ 5,311	\$ -	\$ 10	\$ 10	\$ -	\$ (10)	
	\$ 157,016	\$ 152,080	\$ 11,050	\$ 152,090	\$ 152,140	\$ 50	
Available Fund Balance - EOY	\$ 575,774	\$ 465,756	\$ 569,518	\$ 468,965	\$ 357,825	\$ (111,140)	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
404 Public Improvement Fund							
Available Fund Balance - BOY	\$ 551,506	\$ 568,006	\$ 559,637	\$ 559,637	\$ 708,558	\$ 148,921	
Means of Financing							
Special assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Property taxes	-	-	-	-	-	-	
Federal & state grants	-	-	-	-	-	-	
Charges for services	40,416	-	-	-	-	-	
Sales of property	21,090	5,000	77	5,000	5,000	-	
Interest income	5,700	7,500	2,860	7,500	7,500	-	
Operating transfers in	-	-	-	-	-	-	
Other	37,659	45,000	-	313,609	200,000	(113,609)	MMRMA dividends earmarked for fire equipment replacement
	\$ 104,865	\$ 57,500	\$ 2,937	\$ 326,109	\$ 212,500	\$ (113,609)	
30936 Operating Expenditures							
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5200 Operating Supplies	-	-	-	-	-	-	
5300 Contractual Services	-	5,000	-	5,000	5,000	-	
5400 Other Expenses	-	-	-	-	-	-	
5700 Capital Outlays	45,499	-	32,188	32,188	-	(32,188)	
5900 Other Financing Uses	-	-	-	-	-	-	
	\$ 45,499	\$ 5,000	\$ 32,188	\$ 37,188	\$ 5,000	\$ (32,188)	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	51,235	-	-	-	-	-	
5400 Other Expenses	-	-	-	-	-	-	
5700 Capital Outlays	-	155,000	134,478	140,000	550,000	410,000	
	\$ 51,235	\$ 155,000	\$ 134,478	\$ 140,000	\$ 550,000	\$ 410,000	
	\$ 96,734	\$ 160,000	\$ 166,666	\$ 177,188	\$ 555,000	\$ 377,812	
Available Fund Balance - EOY	\$ 559,637	\$ 465,506	\$ 395,908	\$ 708,558	\$ 366,058	\$ (342,500)	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
482 State Grants Fund							
Available Fund Balance - BOY	\$ 237,439	\$ 140,033	\$ 147,766	\$ 147,766	\$ 127,550	\$ (20,216)	
Means of Financing							
Special assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Federal & state grants	121,630	300,000	18,413	60,500	381,000	320,500	TRAIL, BLIGHT ELIMINATION, EPA
Sales of Property	-	-	-	-	-	-	
Interest income	9,250	500	2,544	3,000	2,500	(500)	
Operating transfers in	-	-	-	-	-	-	
Other	-	-	-	-	30,000	30,000	SCHOOL BLIGHT CONTRIBUTION
	\$ 130,880	\$ 300,500	\$ 20,957	\$ 63,500	\$ 413,500	\$ 350,000	
30936 Operating Expenditures							
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5200 Operating Supplies	-	-	-	-	-	-	
5300 Contractual Services	-	-	-	-	-	-	
5400 Other Expenses	-	-	-	-	-	-	
5700 Capital Outlays	120,505	-	-	-	-	-	
5900 Other Financing Uses	100,048	33,424	-	-	-	-	
	\$ 220,553	\$ 33,424	\$ -	\$ -	\$ -	\$ -	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	-	-	23,216	23,216	23,216	-	LOAN REPAYMENT
5700 Capital Outlays	-	320,000	17,889	60,500	411,000	350,500	MUSK TRAIL, BLIGHT ELIMIN, EPA
	\$ -	\$ 320,000	\$ 41,105	\$ 83,716	\$ 434,216	\$ 350,500	
	\$ 220,553	\$ 353,424	\$ 41,105	\$ 83,716	\$ 434,216	\$ 350,500	
Available Fund Balance - EOY	\$ 147,766	\$ 87,109	\$ 127,618	\$ 127,550	\$ 106,834	\$ (20,716)	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
594 Marina & Launch Ramp Fund							
Available Cash Balance - BOY	\$ 243,852	\$ 229,401	\$ 263,362	\$ 263,362	\$ 232,436	\$ (30,926)	
Means of Financing							
Special assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Federal & state grants	-	-	-	111,000	175,000	64,000	
State shared revenue	-	-	-	-	-	-	
Charges for services	198,418	180,000	167,852	180,000	180,000	-	
Interest income	1,949	800	1,085	1,400	800	(600)	
Operating transfers in	-	-	-	-	-	-	
Other	9,952	3,000	3,404	4,000	4,000	-	
	\$ 210,319	\$ 183,800	\$ 172,341	\$ 296,400	\$ 359,800	\$ 63,400	
70756 Operating Expenditures - Marina							
5100 Salaries & Benefits	\$ 17,276	\$ 20,949	\$ 21,127	\$ 25,000	\$ 26,812	\$ 1,812	
5200 Operating Supplies	9,912	8,900	2,349	6,820	7,600	780	
5300 Contractual Services	155,456	124,654	117,778	139,906	118,415	(21,491)	
5400 Other Expenses	260	250	89	100	200	100	
5700 Capital Outlays	5,806	7,800	527	4,500	17,500	13,000	
5900 Other Financing Uses	47	-	-	-	-	-	
Other Cash Uses (e.g. Debt Principal)	-	-	-	-	-	-	
	\$ 188,757	\$ 162,553	\$ 141,870	\$ 176,326	\$ 170,527	\$ (5,799)	
70759 Operating Expenditures - Ramps							
5100 Salaries & Benefits	\$ -	\$ 2,500	\$ 186	\$ 800	\$ 1,000	\$ 200	
5200 Operating Supplies	90	500	868	1,200	1,000	(200)	
5300 Contractual Services	11,371	9,580	5,983	8,000	10,500	2,500	
5400 Other Expenses	-	-	-	-	-	-	
5700 Capital Outlays	-	-	-	-	-	-	
5900 Other Financing Uses	-	-	-	-	-	-	
Other Cash Uses (e.g. Debt Principal)	(9,409)	-	-	-	-	-	
	\$ 2,052	\$ 12,580	\$ 7,037	\$ 10,000	\$ 12,500	\$ 2,500	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	-	-	-	141,000	175,000	34,000	
5700 Capital Outlays	-	-	-	-	-	-	
	\$ -	\$ -	\$ -	\$ 141,000	\$ 175,000	\$ 34,000	
	\$ 190,809	\$ 175,133	\$ 148,907	\$ 327,326	\$ 358,027	\$ 30,701	
Available Cash Balance - EOY	\$ 263,362	\$ 238,068	\$ 286,796	\$ 232,436	\$ 234,209	\$ 1,773	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
661 Equipment Fund							
Available Cash Balance - BOY	\$ 2,880,251	\$ 2,427,131	\$ 2,373,196	\$ 2,373,196	\$ 1,546,209	\$ (826,987)	
Means of Financing							
Special assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Federal & state grants	-	-	-	-	-	-	
State shared revenue	-	-	-	-	-	-	
Charges for services	2,033,929	2,300,000	1,766,758	2,100,000	2,100,000	-	
Interest income	20,707	15,000	25,339	27,500	27,500	-	
Operating transfers in	-	-	-	-	-	-	
Other	82,380	100,000	59,282	100,000	100,000	-	
	\$ 2,137,016	\$ 2,415,000	\$ 1,851,379	\$ 2,227,500	\$ 2,227,500	\$ -	
60932 Operating Expenditures							
5100 Salaries & Benefits	\$ 445,560	\$ 434,245	\$ 350,437	\$ 424,512	\$ 421,002	\$ (3,510)	
5200 Operating Supplies	806,413	951,500	637,738	858,000	899,700	41,700	
5300 Contractual Services	733,902	784,533	649,693	769,444	767,748	(1,696)	
5400 Other Expenses	855	1,200	854	1,200	2,000	800	
5700 Capital Outlays	577,576	1,125,000	160,909	1,001,331	1,134,000	132,669	
5900 Other Financing Uses	-	-	-	-	-	-	
Other Cash Uses (e.g. Debt Principal)	79,765	-	-	-	-	-	
	\$ 2,644,071	\$ 3,296,478	\$ 1,799,631	\$ 3,054,487	\$ 3,224,450	\$ 169,963	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	-	-	-	-	-	-	
5700 Capital Outlays	-	-	-	-	-	-	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ 2,644,071	\$ 3,296,478	\$ 1,799,631	\$ 3,054,487	\$ 3,224,450	\$ 169,963	
Available Cash Balance - EOY	\$ 2,373,196	\$ 1,545,653	\$ 2,424,944	\$ 1,546,209	\$ 549,259	\$ (996,950)	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
642 Public Service Building Fund							
Available Cash Balance - BOY	\$ 268,058	\$ 277,397	\$ 383,301	\$ 383,301	\$ 428,846	\$ 45,545	
Means of Financing							
Special assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Federal & state grants	-	-	-	-	-	-	
State shared revenue	-	-	-	-	-	-	
Charges for services	969,342	1,087,448	904,408	1,087,448	1,087,448	-	
Interest income	2,571	6,000	1,682	6,000	6,000	-	
Operating transfers in	-	-	-	-	-	-	
Other	-	-	210	300	-	(300)	
	\$ 971,913	\$ 1,093,448	\$ 906,300	\$ 1,093,748	\$ 1,093,448	\$ (300)	
60442 Operating Expenditures							
5100 Salaries & Benefits	\$ 571,707	\$ 603,405	\$ 458,213	\$ 588,803	\$ 595,176	\$ 6,373	
5200 Operating Supplies	16,353	17,700	9,468	17,700	16,650	(1,050)	
5300 Contractual Services	218,170	321,343	238,367	300,000	302,480	2,480	
5400 Other Expenses	9,785	500	5,086	5,200	750	(4,450)	
5700 Capital Outlays	14,068	14,500	8,644	14,500	22,300	7,800	
5900 Other Financing Uses	-	-	-	-	-	-	
Other Cash Uses and Adjustments (e.g. Debt Principal)	26,587	-	-	-	-	-	
	\$ 856,670	\$ 957,448	\$ 719,778	\$ 926,203	\$ 937,356	\$ 11,153	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	-	130,000	121,066	122,000	50,000	(72,000)	
5700 Capital Outlays	-	-	-	-	-	-	
	\$ -	\$ 130,000	\$ 121,066	\$ 122,000	\$ 50,000	\$ (72,000)	
	\$ 856,670	\$ 1,087,448	\$ 840,844	\$ 1,048,203	\$ 987,356	\$ (60,847)	
Available Cash Balance - EOY	\$ 383,301	\$ 283,397	\$ 448,757	\$ 428,846	\$ 534,938	\$ 106,092	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
643 Engineering Services Fund							
Available Cash Balance - BOY	\$ (93,420)	\$ 4,242	\$ 53,417	\$ 53,417	\$ 102,181	\$ 48,764	
Means of Financing							
Special assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Federal & state grants	-	-	-	-	-	-	
State shared revenue	-	-	-	-	-	-	
Charges for services	428,481	437,000	416,441	437,000	437,000	-	
Interest income	4	10	407	500	500	-	
Operating transfers in	-	-	-	-	-	-	
Other	105,783	40,000	70,122	80,000	80,000	-	
	\$ 534,268	\$ 477,010	\$ 486,970	\$ 517,500	\$ 517,500	\$ -	
60447 Operating Expenditures							
5100 Salaries & Benefits	\$ 307,740	\$ 336,259	\$ 249,231	\$ 330,216	\$ 324,088	\$ (6,128)	
5200 Operating Supplies	5,842	10,330	6,895	10,330	9,730	(600)	
5300 Contractual Services	123,597	109,690	82,238	109,690	99,613	(10,077)	
5400 Other Expenses	-	1,000	-	1,000	1,000	-	
5700 Capital Outlays	5,455	7,500	4,331	7,500	11,200	3,700	
5900 Other Financing Uses	-	-	-	-	-	-	
Other Cash Uses and Adjustments (e.g. Debt Principal)	(55,203)	-	-	-	-	-	
	\$ 387,431	\$ 464,779	\$ 342,695	\$ 458,736	\$ 445,631	\$ (13,105)	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	-	10,000	6,543	10,000	10,000	-	
5700 Capital Outlays	-	-	-	-	-	-	
	\$ -	\$ 10,000	\$ 6,543	\$ 10,000	\$ 10,000	\$ -	
	\$ 387,431	\$ 474,779	\$ 349,238	\$ 468,736	\$ 455,631	\$ (13,105)	
Available Cash Balance - EOY	\$ 53,417	\$ 6,473	\$ 191,149	\$ 102,181	\$ 164,050	\$ 61,869	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
677 General Insurance Fund							
Available Cash Balance - BOY	\$ 1,420,174	\$ 2,186,204	\$ 2,486,975	\$ 2,486,975	\$ 1,915,067	\$ (571,908)	
Means of Financing							
Special assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Federal & state grants	-	-	-	-	-	-	
State shared revenue	-	-	-	-	-	-	
Charges for services	3,608,788	3,232,475	2,377,515	3,000,000	3,250,000	250,000	
Interest income	10,395	10,000	22,815	25,000	20,000	(5,000)	
Retiree Health Reimbursement	902,938	875,000	569,455	750,000	750,000	-	
MMRMA dividend payment	-	-	-	-	-	-	
Operating transfers in	28,046	28,046	23,371	28,046	28,046	-	
Other	-	125,000	-	10,000	-	(10,000)	
	\$ 4,550,167	\$ 4,270,521	\$ 2,993,156	\$ 3,813,046	\$ 4,048,046	\$ 235,000	
30851 Operating Expenditures							
5100 Salaries & Benefits	\$ 32,969	\$ 32,196	\$ 47,261	\$ 31,754	\$ 32,178	\$ 424	
5200 Operating Supplies	-	200	180	200	200	-	
5300 Contractual Services	4,277,725	4,107,475	3,153,261	3,750,000	4,000,000	250,000	
5400 Other Expenses	-	1,000	384	1,000	1,000	-	
5700 Capital Outlays	-	2,000	880	2,000	2,000	-	
5900 Other Financing Uses	81,096	600,000	600,000	600,000	-	(600,000)	
Other Cash Uses and Adjustments (e.g. Debt Principal)	(908,424)	-	-	-	-	-	
	\$ 3,483,366	\$ 4,742,871	\$ 3,801,966	\$ 4,384,954	\$ 4,035,378	\$ (349,576)	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	-	-	-	-	-	-	
5700 Capital Outlays	-	-	-	-	-	-	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ 3,483,366	\$ 4,742,871	\$ 3,801,966	\$ 4,384,954	\$ 4,035,378	\$ (349,576)	
Available Cash Balance - EOY	\$ 2,486,975	\$ 1,713,854	\$ 1,678,165	\$ 1,915,067	\$ 1,927,735	\$ 12,668	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
590 Sewer Fund							
Available Cash Balance - BOY	\$ 3,320,219	\$ 3,723,675	\$ 3,701,462	\$ 3,701,462	\$ 3,655,685	\$ (45,777)	
Means of Financing							
Special assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Federal & state grants	-	10,000	-	10,000	10,000	-	
State shared revenue	-	-	-	-	-	-	
Charges for services	6,308,525	6,252,087	5,147,170	6,562,851	6,562,851	-	
Interest income	25,008	15,000	15,981	17,500	17,500	-	
Repayment of DDA advance	-	-	-	-	-	-	
Operating transfers in	-	-	-	-	-	-	
Other	147,109	150,000	33,969	150,000	150,000	-	
	\$ 6,480,642	\$ 6,427,087	\$ 5,197,120	\$ 6,740,351	\$ 6,740,351	\$ -	
30548 Operating Expenditures Administration							
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5200 Operating Supplies	-	-	-	-	-	-	
5300 Contractual Services	333,856	305,029	262,996	305,029	288,957	(16,072)	
5400 Other Expenses	19,221	9,000	11,020	12,000	12,000	-	
5700 Capital Outlays	-	-	-	-	-	-	
5900 Other Financing Uses	-	-	-	-	-	-	
Other Cash Uses and Adjustments (e.g. Debt Principal)	(3,965)	-	-	-	-	-	
	\$ 349,112	\$ 314,029	\$ 274,016	\$ 317,029	\$ 300,957	\$ (16,072)	
60559 Operating Expenditures Maintenance							
5100 Salaries & Benefits	\$ 481,291	\$ 705,087	\$ 406,336	\$ 657,360	\$ 657,360	\$ -	
5200 Operating Supplies	26,203	46,950	24,393	44,827	47,440	2,613	
5300 Contractual Services	4,897,216	421,646	325,739	418,412	426,654	8,242	
5400 Other Expenses	-	1,000	-	1,000	2,000	1,000	
5700 Capital Outlays	986	13,535	3,530	7,500	16,000	8,500	
5900 Other Financing Uses	-	-	-	-	-	-	
	\$ 5,405,696	\$ 1,188,218	\$ 759,998	\$ 1,129,099	\$ 1,149,454	\$ 20,355	
60557 Operating Expenditures Treatment							
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5200 Operating Supplies	-	-	-	-	-	-	
5300 Contractual Services	-	4,905,052	3,680,020	5,000,000	5,200,000	200,000	
5400 Other Expenses	-	-	-	-	-	-	
5700 Capital Outlays	-	-	-	-	-	-	
5900 Other Financing Uses	-	-	-	-	-	-	
	\$ -	\$ 4,905,052	\$ 3,680,020	\$ 5,000,000	\$ 5,200,000	\$ 200,000	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	344,591	650,000	223,209	340,000	760,000	420,000	
5700 Capital Outlays	-	-	-	-	-	-	
	\$ 344,591	\$ 650,000	\$ 223,209	\$ 340,000	\$ 760,000	\$ 420,000	
	\$ 6,099,399	\$ 7,057,299	\$ 4,937,243	\$ 6,786,128	\$ 7,410,411	\$ 624,283	
Available Cash Balance - EOY	\$ 3,701,462	\$ 3,093,463	\$ 3,961,339	\$ 3,655,685	\$ 2,985,625	\$ (670,060)	

City of Muskegon

Annual Budget & Quarterly Budget Reforecast - Other Funds

	Actual 2012	Original Budget FY2013	Actual to Date 4/30/13	3Q Reforecast FY2013	Original Budget Estimate FY2014	Increase (Decrease) From FY13 Reforecast	Comments
591 Water Fund							
Available Cash Balance - BOY	\$ 3,585,169	\$ 2,350,991	\$ 2,782,590	\$ 2,782,590	\$ 2,397,782	\$ (384,808)	
Means of Financing							
Federal & state grants	\$ -	\$ -	\$ 6,188	\$ 7,000	\$ 7,000	\$ -	
Charges for services - City	2,903,177	3,072,151	2,519,391	3,317,357	3,582,746	265,389	10% rate increase proposed
Charges for services - Wholesale	1,870,053	1,953,279	1,618,972	2,212,549	2,389,553	177,004	
Maintenance services - Township	177,450	170,000	125,226	170,000	170,000	-	
Interest income	19,625	20,000	8,773	20,000	20,000	-	
Lease of facilities	156,478	170,675	171,275	173,000	173,000	-	
Operating transfers in	-	-	-	-	-	-	
Other	127,312	125,000	111,504	125,000	125,000	-	
	\$ 5,254,095	\$ 5,511,105	\$ 4,561,329	\$ 6,024,906	\$ 6,467,298	\$ 442,392	
30548 Operating Expenditures Administration							
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5200 Operating Supplies	-	-	-	-	-	-	
5300 Contractual Services	537,845	558,002	470,789	558,002	517,549	(40,453)	
5400 Other Expenses	17,683	6,000	16,166	17,000	17,000	-	
5700 Capital Outlays	-	-	-	-	-	-	
5900 Other Financing Uses	410,187	384,694	360,653	384,694	352,635	(32,059)	Water System Bond Interest
Other Cash Uses and Adjustments (e.g. Debt Principal)	1,507,904	1,250,000	-	1,250,000	1,295,000	45,000	Water System Bond Principal
	\$ 2,473,619	\$ 2,198,696	\$ 847,608	\$ 2,209,696	\$ 2,182,184	\$ (27,512)	
60559 Operating Expenditures Maintenance							
5100 Salaries & Benefits	\$ 795,793	\$ 736,692	\$ 684,446	\$ 733,237	\$ 782,058	\$ 48,821	
5200 Operating Supplies	228,357	200,837	145,779	200,837	212,027	11,190	
5300 Contractual Services	340,925	323,236	302,299	324,736	321,806	(2,930)	
5400 Other Expenses	43,297	52,430	52,187	52,430	57,830	5,400	
5700 Capital Outlays	5,714	16,600	16,480	16,600	16,000	(600)	
5900 Other Financing Uses	-	-	-	-	-	-	
	\$ 1,414,086	\$ 1,329,795	\$ 1,201,191	\$ 1,327,840	\$ 1,389,721	\$ 61,881	
60558 Operating Expenditures Filtration							
5100 Salaries & Benefits	\$ 633,066	\$ 725,591	\$ 533,317	\$ 702,288	\$ 716,980	\$ 14,692	
5200 Operating Supplies	228,723	268,477	174,780	228,900	290,000	61,100	
5300 Contractual Services	477,313	575,000	363,314	520,790	567,536	46,746	
5400 Other Expenses	2,469	3,600	3,189	3,200	3,500	300	
5700 Capital Outlays	55,988	55,000	84,011	90,000	47,500	(42,500)	
5900 Other Financing Uses	-	-	-	-	-	-	
	\$ 1,397,559	\$ 1,627,668	\$ 1,158,611	\$ 1,545,178	\$ 1,625,516	\$ 80,338	
90000 Project Expenditures							
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5300 Contractual Services	771,410	1,110,000	1,087,556	1,327,000	725,000	(602,000)	
5700 Capital Outlays	-	-	-	-	-	-	
	\$ 771,410	\$ 1,110,000	\$ 1,087,556	\$ 1,327,000	\$ 725,000	\$ (602,000)	
	\$ 6,056,674	\$ 6,266,159	\$ 4,294,966	\$ 6,409,714	\$ 5,922,421	\$ (487,293)	
Available Cash Balance - EOY	\$ 2,782,590	\$ 1,595,937	\$ 3,048,953	\$ 2,397,782	\$ 2,942,659	\$ 544,877	

APPENDICES

DEBT SERVICE REQUIREMENTS

City of Muskegon

2013-14 - Debt Service Requirements

Bond Issue	Repayment Fund	Year Issued	Original	Outstanding	Principal Due FY 2014	Interest Due FY 2014	Total Due FY 2014	Final Maturity
			Amount of Issue	Balance 06/30/13				
Existing Debt Issues:								
DDA G.O. Refunding Bonds	DDA	2011	\$ 2,045,000	\$ 1,505,000	\$ 280,000	\$ 52,288	\$ 332,288	2018
DDA Promissory Note with Muskegon County	DDA	1989	1,000,000	1,000,000	-	-	-	2019
LDFA Refunding Bonds (Smartzone)	LDFA III	2012	4,100,000	4,100,000	260,000	125,300	385,300	2025
MTF Major & Local Streets Bond	Major Streets	2011	2,000,000	1,825,000	180,000	51,703	231,703	2022
State of Michigan Environmental Loan	State Grants	2005	500,000	130,042	20,615	2,601	23,216	2015
Bond for Fire Station & Rec Projects	General	2006	5,400,000	5,095,000	70,000	205,545	275,545	2032
Capital Improvement Bonds (Sidewalks)	Sidewalk	2003	1,575,000	430,000	135,000	17,140	152,140	2016
Water Filtration Improvement DWRP Loan	Water	2004	13,900,000	9,685,000	655,000	198,847	853,847	2025
Water Supply System Revenue Bonds	Water	2010	5,995,000	4,205,000	640,000	153,788	793,788	2019
			36,515,000	27,975,042	2,240,615	807,212	3,047,827	
Anticipated Debt Issues:								
None Anticipated								
			-	-	-	-	-	-
			\$ 36,515,000	\$ 27,975,042	\$ 2,240,615	\$ 807,212	\$ 3,047,827	

Recap By Fund:	Total
General	\$ 275,545
Major Street	231,703
State Grants	23,216
Sidewalk Improvement	152,140
Water	1,647,635
DDA	332,288
LDFA III (Smartzone)	385,300
	<u>\$ 3,047,827</u>

2013-14 BUDGETED CAPITAL IMPROVEMENTS

City of Muskegon							
Quarterly Budget Reforecast and 2013-14 Proposed Budget							
		Responsibility	2012-13 Final Reforecast	2013-14 Budgeted Projects (Including Carryover Amounts From Prior FY)	2013-14 Estimated Project Grant Revenue	Grant Year	Comments
BUDGETED MAJOR CAPITAL PROJECTS							
101	General Fund						
	VOIP Phone System	Maurer	\$ 22,000	\$ 22,000	\$ -		Year 2 of 5 annual payments, 0% interest
	Mc Graft Park Improvements	AI-Shatel	-	22,000	22,000	FY14	Contribution from McGraft Trust
	Capital Improvements - PM & Beukema Parks	AI-Shatel		20,000			Roofs & other major repairs
	Boardwalk Repairs	AI-Shatel		25,000			Primarily at Kruse Park
	City Hall Tuckpointing	AI-Shatel	40,000	-	-		
	ADA Compliance, Various Locations	AI-Shatel	20,000	20,000	-		Federal agreement
	Parking Lots	AI-Shatel	35,000	-	-		Resurfacing
	City Hall HVAC Cleaning	AI-Shatel	10,000	-	-		
	Veteran's Park Upgrades	AI-Shatel	-	12,000	-		City's share
			127,000	121,000	22,000		
202	Major Streets						
	Laketon, Park to Peck	AI-Shatel	15,000	1,175,000	704,000	FY14	Design in FY13; Construction FY14; STP Funds
	State Projects - Required Payments	AI-Shatel	-	30,000			Various projects
	Laketon, Wood to Getty	AI-Shatel	900,000	275,000	313,000	FY13	Reconstruct - concrete with STP Funds
	Sherman, Estes to Glenside	AI-Shatel	20,000	1,050,000	301,000	FY14	Changed to design only in FY13
	Laketon, Beidler to Park	AI-Shatel	30,000	-	-		Carryover from FY12
	Getty, Laketon to Evanston	AI-Shatel	40,000	-	-		Carryover from FY12
	Sherman, Lincoln to Estes	AI-Shatel	1,100,000	-	-		STP Grant Funds

City of Muskegon							
Quarterly Budget Reforecast and 2013-14 Proposed Budget							
		Responsibility	2012-13 Final Reforecast	2013-14 Budgeted Projects (Including Carryover Amounts From Prior FY)	2013-14 Estimated Project Grant Revenue	Grant Year	Comments
BUDGETED MAJOR CAPITAL PROJECTS							
	Speed Limit Evaluations	Al-Shatel	10,000	-	-		In-House engineering costs
	M-120 Over North Branch of River	Al-Shatel	16,000	-	-		MDOT Project - 8.75% city participation
	Clay, Fourth to Third; Third, Clay to Western	Al-Shatel	145,000	-	-		Reconstruction
	Southern Avenue, 5th to Sanford	Al-Shatel	10,000	225,000	-		Design Only in FY13
	Terrace Street, Apple to Western	Al-Shatel	22,000	-	-		Payment to State for City's share
	Sherman/Glenside Traffic Signal	Al-Shatel	175,000	-	140,000	FY13	
	Traffic Signal Warrants	Al-Shatel	<u>40,000</u>	<u>-</u>	<u>-</u>		If warrants not met
			2,523,000	2,755,000	1,458,000		
203	<u>Local Streets</u>						
	Merrill, Fifth to First/Third	Al-Shatel	-	150,000			Resurface as part of sewer replacement
	Palmer, McGraft to Southern (850')	Al-Shatel	-	200,000			Reconstruct
	Harbour Towne Circle Milling & Resurfacing	Al-Shatel	250,000	-	-		Consent special assessment
	Bourdon, Fair to Lakeshore Drive	Al-Shatel	200,000	-	-		
	Williams Street Outfall	Al-Shatel	121,000	-	-		Emergency project
	Wickham, Sherman to Glen	Al-Shatel	350,000	-	-		
	Paver Management System	Al-Shatel	<u>20,000</u>	<u>-</u>	<u>-</u>		In-House engineering costs
			941,000	350,000	-		
404	<u>Public Improvement Fund</u>						
	New Fire Truck	Lewis	-	550,000	-		Replaces Engine 22
	SCBA Gear for Firefighters	Lewis	<u>140,000</u>	<u>-</u>	<u>-</u>		

City of Muskegon							
Quarterly Budget Reforecast and 2013-14 Proposed Budget							
		Responsibility	2012-13 Final Reforecast	2013-14 Budgeted Projects (Including Carryover Amounts From Prior FY)	2013-14 Estimated Project Grant Revenue	Grant Year	Comments
BUDGETED MAJOR CAPITAL PROJECTS							
			140,000	550,000	-		
408	<u>Arena Improvement Fund</u>						
	Emergency Lighting Backup	Paul	<u>27,500</u>	-	-		
			27,500	-	-		
482	<u>State Grants Fund</u>						
	EPA Grant	Brubaker-Clarke	33,500	26,500	26,500		
	Blight Elimination Grant	Brubaker-Clarke	7,000	134,500	134,500		
	SmartZone Pre-Seed	Brubaker-Clarke	20,000	-	-		
	Musketawa Trail Connection (Keating to Black Creek)	Al-Shatel	<u>-</u>	<u>250,000</u>	<u>250,000</u>		Contingent upon DNR land purchase
			60,500	411,000	411,000		
590	<u>Sewer</u>						
	Palmer, McGraft to Southern	Al-Shatel	-	120,000	-		Replace sewer as part of street project
	Merrill, Fifth to First/Third (1100')	Al-Shatel	-	170,000	-		Replace 15" sewer with 20" sewer
	Southern Avenue, Fifth to Sanford	Al-Shatel	5,000	40,000	-		Design in FY13 & construction in FY14
	Sewer Rehabilitation Project (Various Projects)	Al-Shatel	60,000	150,000	-		Lining of manholes and sewer lines
	Austin Lift Station	Al-Shatel	10,000	230,000	-		Design in FY13 & construction in FY14
	Evanston Lift Station	Al-Shatel	200,000	-	-		Rebuild
	GIS Update and Maintenance	Al-Shatel	20,000	-	-		County licensing & map maintenance
	Laketon, Wood to Getty	Al-Shatel	15,000	-	-		
	Beidler Street, Hackley to 700' South	Al-Shatel	30,000	-	-		Lining as part of the County's Ruddiman Project

City of Muskegon							
Quarterly Budget Reforecast and 2013-14 Proposed Budget							
		Responsibility	2012-13 Final Reforecast	2013-14 Budgeted Projects (Including Carryover Amounts From Prior FY)	2013-14 Estimated Project Grant Revenue	Grant Year	Comments
BUDGETED MAJOR CAPITAL PROJECTS							
	Infiltration Study	AI-Shatel	-	50,000	-		Engineering/Design only
			340,000	760,000	-		
591	<u>Water</u>						
	High Service Valves - Upgrade 2 of 4 to Ball Valves	AI-Shatel	-	130,000	-		
	Projects Identified in Reliability Study	AI-Shatel	-	75,000	-		Study underway/completed by August
	Laketon, Park to Peck	AI-Shatel	-	165,000	-		Water repairs associated with street project
	Water Main Replacements, Various Locations - 2" & 4" Watermain	AI-Shatel	-	120,000	-		
	Southern Avenue, 5th to Sanford	AI-Shatel	5,000	30,000	-		Design in FY13 & construction in FY14
	Laketon, Wood to Getty	AI-Shatel	160,000	-	-		Water repairs associated with street project
	Bourdon, Fair to Lakeshore Drive	AI-Shatel	132,000	-	-		Water repairs associated with street project
	Sherman, Lincoln to Estes	AI-Shatel	200,000	-	-		Water repairs associated with street project
	Hackely, Hudson to Glen	AI-Shatel	645,000	-	-		Replace watermain & services
	Sherman, Estes to Glenside	AI-Shatel	5,000	165,000	-		Changed to Design Only in FY13
	GIS Update and Maintenance	AI-Shatel	10,000	20,000	-		County licensing & map maintenance
	Water Plant Reliability Study	AI-Shatel	20,000	20,000	-		Required by MDEQ Every Five years
	Switchgear	AI-Shatel	135,000	-	-		
	Plant Clearwell Upgrades per 2010 study	AI-Shatel	15,000	-	-		
			1,327,000	725,000	-		
594	<u>Marina</u>						
	Grand Trunk Channel Dredging	AI-Shatel	100,000	-	100,000	FY13	

City of Muskegon							
Quarterly Budget Reforecast and 2013-14 Proposed Budget							
		Responsibility	2012-13 Final Reforecast	2013-14 Budgeted Projects (Including Carryover Amounts From Prior FY)	2013-14 Estimated Project Grant Revenue	Grant Year	Comments
BUDGETED MAJOR CAPITAL PROJECTS							
	Cottage Grove & Hartshorn Marina Dredging	AI-Shatel	-	175,000	175,000	FY14	
	Launch Ramp Repairs (Fisherman's Landing & Grand Trunk)	AI-Shatel	<u>41,000</u>	-	<u>11,000</u>	FY13	Grant from MSA
			141,000	175,000	286,000		
642	<u>PSB</u>						
	Bathroom & Roof Repairs	AI-Shatel		25,000			New facility in the equipment area
	Fiber Connection to DPW	Maurer	-	25,000	-		Improved connection; 2-3 Year Payback
	Employee Parking Lot Resurfacing	AI-Shatel	<u>122,000</u>	-	-		
			122,000	50,000	-		
643	<u>Engineering Services</u>						
	Intergovernmental Engineering Work	AI-Shatel	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	FY13	
			10,000	10,000	10,000		
661	<u>Equipment Fund</u>						
20/Quant	<i>Non-Vehicular Equipment:</i>						
1	Flail Mower	AI-Shatel	-	9,500	-		Replaces unit 70201 (1987)
1	Sweeper Broom	AI-Shatel	-	15,000	-		Replaces unit 50180B (1991)
3	Trailers	AI-Shatel	-	25,000	-		New, transporting equipment
1	Arrow Board	AI-Shatel	-	4,500	-		New
2	Front Plows	AI-Shatel	-	10,000	-		New
1	Scale	AI-Shatel	12,000	-	-		New

City of Muskegon							
Quarterly Budget Reforecast and 2013-14 Proposed Budget							
		Responsibility	2012-13 Final Reforecast	2013-14 Budgeted Projects (Including Carryover Amounts From Prior FY)	2013-14 Estimated Project Grant Revenue	Grant Year	Comments
BUDGETED MAJOR CAPITAL PROJECTS							
1	Hoist to Service Fire Engines	Al-Shatel	50,000	-	-		New
1	Concrete Saw	Al-Shatel	25,000	-	-		New
2	Mower	Al-Shatel	<u>16,000</u>	<u>-</u>	<u>-</u>		Replacements for cemeteries
			103,000	64,000	-		
5746	<i>Communications Equipment:</i>						
9	Radar units - Police	Al-Shatel	-	27,000	-		
9	Light bars for new police cruisers	Al-Shatel	-	23,000	-		
18	In-Car Video System, Includes Server - Police	Al-Shatel	-	63,000	-		
5	Handheld Radios - Parks	Al-Shatel	-	6,000	-		
2	Video System	Al-Shatel	16,000	-	-		New
20	Radios - Police	Al-Shatel	-	20,000	-		Mobile/Portables (Police) per Jeff Lewis
20	Radios-Police	Al-Shatel	20,000	-	-		Mobile/Portables (Police) per Jeff Lewis
12	Radios - DPW	Al-Shatel	9,000	-	-		Replacements
60	GPS - Units	Al-Shatel	25,000	-	-		Lease
3	Lightbars	Al-Shatel	<u>6,000</u>	<u>-</u>	<u>-</u>		New
			76,000	139,000	-		
5730	<i>Vehicles:</i>						
9	Cruisers	Al-Shatel	-	270,000	-		

City of Muskegon							
Quarterly Budget Reforecast and 2013-14 Proposed Budget							
		Responsibility	2012-13 Final Reforecast	2013-14 Budgeted Projects (Including Carryover Amounts From Prior FY)	2013-14 Estimated Project Grant Revenue	Grant Year	Comments
BUDGETED MAJOR CAPITAL PROJECTS							
1	Mini-Excavator	Al-Shatel	-	50,000	-		Water Department - new - needed for tight areas
1	Backhoe	Al-Shatel	-	90,000	-		Replaces 50252 (2000)
1	Loader	Al-Shatel	-	150,000	-		Replaces 50164 (2000)
1	Utility Vehicle - Cemetery	Al-Shatel	-	13,000	-		Replaces 70560 (1995)
1	T.V. Truck for Sewers	Al-Shatel	-	185,000	-		Replacement
3	Patrol Cruisers	Al-Shatel	82,000	-	-		
4	Pickup Truck, 4X4 (1/2 ton)	Al-Shatel	93,983	-	-		
1	Loader	Al-Shatel	123,848	-	-		Replaces 1999 Loader @ Salt Shed
2	Plow Truck	Al-Shatel	160,000	120,000	-		Replaces 1992 Vehicles (#620 & #622)
2	Sedans	Al-Shatel	40,000	-	-		Replaces Police Vehicles (#186, #188)
1	3/4 Ton Truck	Al-Shatel	-	25,000	-		Replaces Vehicle #573 - Parks
1	1 Ton Truck	Al-Shatel	-	28,000	-		New
1	Sewer Jet	Al-Shatel	204,500	-	-		Carryover From Prior Year
1	Pothole Patcher	Al-Shatel	105,000	-	-		New
1	Utility Vehicle - Cemetery	Al-Shatel	<u>13,000</u>	<u>-</u>	<u>-</u>		Replaces Pug
			<u>822,331</u>	<u>931,000</u>	<u>-</u>		
	Total Equipment Fund		1,001,331	1,134,000	-		
			<u>\$ 6,620,331</u>	<u>\$ 6,491,000</u>	<u>\$ 2,187,000</u>		

BUDGETED FULL-TIME PERSONNEL COMPLEMENT

CITY OF MUSKEGON									
BUDGETED PERMANENT FULL-TIME PERSONNEL COMPLEMENT - 2011-12									
				2012-13			2013-14		
				BUDGETED			BUDGETED		
BUDGETARY ACCOUNT	POSITION TITLE	FUND	AUTHORIZED POSITIONS	TOTAL BY DEPARTMENT	TOTAL BY FUND	AUTHORIZED POSITIONS	TOTAL BY DEPARTMENT	TOTAL BY FUND	NET CHANGE
FARMERS MARKET (101-70863)	Parks Supervisor	101	0.00			0.05			
FARMERS MARKET (101-70863)	Superintendent of Public Utilities	101	0.05	0.05		0.00	0.05		0.00
FINANCE ADMINISTRATION (101-30202)	Management Assistant	101	1.00			1.00			
FINANCE ADMINISTRATION (101-30202)	Assistant Finance Director	101	1.00	2.00		1.00	2.00		0.00
FIRE (101-50336)	Firefighter	101	13.00			13.00			
FIRE (101-50336)	Director of Public Safety	101	0.00			0.33			
FIRE (101-50336)	Fire Lieutenant	101	6.00			6.00			
FIRE (101-50336)	Fire Battalion Chief	101	2.00			2.00			
FIRE (101-50336)	Fire Marshal	101	0.00			0.50			
FIRE (101-50336)	Ass't Fire Chief	101	1.00			1.00			
FIRE (101-50336)	Fire Captain	101	3.00			3.00			
FIRE (101-50336)	Fire Mechanic (Assistant)	101	3.00	28.00		3.00	28.83		0.83
FIRE SAFETY INSPECTIONS (101-50387)	Electrical Inspector	101	1.00			0.00			
FIRE SAFETY INSPECTIONS (101-50387)	Director of Public Safety	101	0.00			0.33			
FIRE SAFETY INSPECTIONS (101-50387)	Fire Marshal	101	1.00			0.50			
FIRE SAFETY INSPECTIONS (101-50387)	Building Inspector	101	1.00			0.00			
FIRE SAFETY INSPECTIONS (101-50387)	Customer Service Rep II	101	1.00			0.00			
FIRE SAFETY INSPECTIONS (101-50387)	Plumbing/Mechanical Inspector	101	1.00			0.00			
FIRE SAFETY INSPECTIONS (101-50387)	Permit Technician	101	1.00	6.00		0.00	0.83		-5.17
INCOME TAX ADMINISTRATION (101-30205)	Customer Service Rep II	101	3.00			2.50			
INCOME TAX ADMINISTRATION (101-30205)	Income Tax Administrator	101	1.00			1.00			
INCOME TAX ADMINISTRATION (101-30205)	Income Tax Auditor	101	1.00	5.00		1.00	4.50		-0.50

CITY OF MUSKEGON									
BUDGETED PERMANENT FULL-TIME PERSONNEL COMPLEMENT - 2011-12									
		2012-13				2013-14			
		BUDGETED				BUDGETED			
BUDGETARY ACCOUNT	POSITION TITLE	FUND	AUTHORIZED POSITIONS	TOTAL BY DEPARTMENT	TOTAL BY FUND	AUTHORIZED POSITIONS	TOTAL BY DEPARTMENT	TOTAL BY FUND	NET CHANGE
INFORMATION SYSTEMS (101-30248)	Information Systems Director	101	1.00			1.00			
INFORMATION SYSTEMS (101-30248)	Database Administrator	101	1.00			1.00			
INFORMATION SYSTEMS (101-30248)	Network Technician	101	1.00	3.00		1.00	3.00		0.00
PARKS (101-70751)	Leisure Services Maintenance Worker II	101	4.00			4.00			
PARKS (101-70751)	Leisure Services Maintenance Worker I	101	1.00			1.00			
PARKS (101-70751)	Parks Supervisor	101	1.00			0.95			
PARKS (101-70751)	Superintendent of Public Works	101	0.05	6.05		0.05	6.00		-0.05
PLANNING (101-80400)	Zoning Administrator/Planner III	101	1.00			1.00			
PLANNING (101-80400)	Director of Community & Economic Development	101	1.00			1.00			
PLANNING (101-80400)	Administrative Secretary	101	1.00	3.00		1.00	3.00		0.00
POLICE (101-40301)	Police Officer	101	63.00			63.00			
POLICE (101-40301)	Police Sergeant	101	9.00			9.00			
POLICE (101-40301)	Customer Service Rep II	101	5.00			5.00			
POLICE (101-40301)	Police Lieutenant	101	4.00			4.00			
POLICE (101-40301)	Police Captain	101	2.00			2.00			
POLICE (101-40301)	Police Records Supervisor	101	1.00			1.00			
POLICE (101-40301)	Administrative Aide/Office Manager	101	1.00			1.00			
POLICE (101-40301)	Parking Officer	101	1.00			1.00			
POLICE (101-40301)	Director of Public Safety	101	1.00			0.34			
POLICE (101-40301)	Police Community Coordinator	101	1.00	88.00		1.00	87.34		-0.66
SANITATION (101-60523)	Equipment Supervisor	101	0.20	0.20		0.20	0.20		
SENIOR TRANSIT (101-60707)	Administrative Services Supervisor	101	0.05	0.05	159.75	0.05	0.05	153.70	-6.05

BUDGET RESOLUTION

**CITY OF MUSKEGON
RESOLUTION OF APPROPRIATION
2013-14 BUDGET**

WHEREAS, the City Manager has submitted a proposed Budget for 2013-14 in accordance with City Ordinance and Michigan Public Act 621 of 1978 known as the "Uniform Budgeting and Accounting Act"; and,

WHEREAS, the 2013-14 proposed Budget has been reviewed by the City Commission following a public hearing for which due notice was given; NOW, THEREFORE, BE IT RESOLVED that the Budget for the City of Muskegon for the fiscal year beginning July 1, 2013 is hereby determined and adopted as follows:

GENERAL FUND

FUND ACTIVITY NUMBER	FUND/ACTIVITY NAME	AMOUNT
101-10101	City Commission	95,778
101-10102	City Promotions & Public Relations	9,350
101-10145	City Attorney	342,000
101-10172	City Manager	271,636
101-10875	Contributions to Outside Agencies	240,369
101-10891	Contingency and Bad Debt Expense	250,000
101-20215	City Clerk & Elections	336,940
101-20220	Civil Service	88,350
101-20228	Affirmative Action	85,015
101-30202	Finance Administration	371,291
101-30205	Income Tax Administration	422,303
101-30209	Assessing Services	326,200
101-30805	Arena Administration	239,550
101-30248	Information Systems Administration	387,036
101-30253	City Treasurer	474,822
101-30851	Insurance Premiums	251,656
101-30906	Debt Retirement	280,000
101-30999	Transfers to Other Funds	728,046
101-40301	Police	8,797,547
101-50336	Fire	3,576,270
101-50338	Central Fire Station	60,000
101-50387	Fire Safety Inspections	444,467
101-60265	City Hall Maintenance	285,542
101-60446	Community Event Support	20,800
101-60448	Streetlighting	655,000
101-60523	Sanitation	1,893,558
101-60550	Stormwater Management	15,000
101-60707	Senior Transit	43,771
101-70276	Cemeteries Maintenance	351,510
101-70585	Parking Operations	5,200
101-70751	Parks Maintenance	1,134,379
101-70357	Graffiti Removal	8,861
101-70757	McGraft Park Maintenance	45,195
101-70775	General Recreation	95,900
101-70863	Farmers' Market and Flea Market	61,358
101-80387	Environmental Services	604,889
101-80400	Planning, Zoning and Economic Development	355,111
101-90000	Major Capital Improvements	121,000
	Grand Total General Fund Appropriations	<u>\$23,775,700</u>

OTHER BUDGETED FUNDS

<u>FUND ACTIVITY NUMBER</u>	<u>FUND/ACTIVITY NAME</u>	<u>AMOUNT</u>
202,204	Major Streets and State Trunklines	4,915,727
203	Local Streets	1,774,549
264	Criminal Forfeitures	5,000
285	Tree Replacement	1,000

BE IT FURTHER RESOLVED that the revenues and other financing sources (including use of prior year balances) for Fiscal Year 2013-14 are estimated as follows:

GENERAL FUND

<u>FUND/ACTIVITY NAME</u>	<u>AMOUNT</u>
Taxes	\$ 14,630,752
Licenses and Permits	1,245,500
Federal Grants	42,675
State Grants	15,000
State Shared Revenue	3,776,201
Charges for Sales & Services	2,401,515
Interest & Operating Transfers	203,249
Fines & Fees	437,000
Other Revenue	<u>431,313</u>
Total General Fund Revenue	
Appropriations	<u>\$23,183,205</u>

OTHER BUDGETED FUNDS

<u>FUND ACTIVITY NUMBER</u>	<u>FUND/ACTIVITY NAME</u>	<u>AMOUNT</u>
202,204	Major Streets and State Trunklines	4,915,727
203	Local Streets	1,774,549
264	Criminal Forfeitures	5,000
285	Tree Replacement	1,000

BE IT FURTHER RESOLVED that the operating expense projections for the following non-budget funds are hereby approved:

<u>FUND ACTIVITY NUMBER</u>	<u>FUND/ACTIVITY NAME</u>	<u>AMOUNT</u>
305	TIFA Debt Service	\$50,000
394	Downtown Development Authority Debt	332,538
290	Local Finance Development Authority Debt	385,800
295	Brownfield Redevelopment Authority (Betten)	157,580
296	Brownfield Redevelopment Authority (Former Mall)	79,249
402	Arena Improvement Fund	5,000
403	Sidewalk Improvement Fund	152,140
404	Public Improvement Fund	555,000
482	State Grants Fund	434,216
590	Sewer	7,410,411
591	Water	5,922,421
594	Marina/Launch Ramp	358,027
661	Equipment	3,224,450
642	Public Service Building	987,356
643	Engineering Services Fund	455,631
677	General Insurance Fund	4,035,378

BE IT FURTHER RESOLVED, that there is hereby appropriated for said fiscal year the several amounts set forth above which, pursuant to the "Uniform Budget and Accounting Act", define the City of Muskegon's appropriation centers, and

BE IT FURTHER RESOLVED, that the City Manager is hereby empowered to transfer appropriations within appropriation centers, and

BE IT FURTHER RESOLVED, that there is hereby levied a general tax as herein fixed on each dollar of taxable valuation for the purposes herein outlined, said levy to be applied on all taxable real and personal property in the City of Muskegon as set forth in the assessment roll dated May 2013:

<u>PURPOSE</u>	<u>MILLAGE (MILLS)</u>
General Operating	9.5000
Sanitation Service	2.5000
Promotion	<u>.0865</u>
Total	12.0865

At a meeting of the City Commission of the City of Muskegon, on the _____ Day of June 2013, the foregoing resolution was moved for adoption by Commissioner _____ . Commissioner _____ supported the motion.

Resolution declared adopted.

Mayor

City Clerk