

2016-17 PROPOSED BUDGET



CITY COUNCIL

Benjamin R. Frederick, Mayor
Christopher T. Eveleth, Mayor Pro-Tem
Loreen F. Bailey
Burton D. Fox
Elaine M. Greenway
Michael J. O'Leary
Robert J. Teich, Jr.



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

April 4, 2016

Dear Honorable Mayor and Councilmembers:

This constitutes my recommendations to be reviewed as the proposed financial and operations plan and enhanced budget proposal allocating resources and defining expenditure priorities. Pursuant to the *Charter of the City of Owosso*, I transmit a recommended budget for the Fiscal Year (FY) 2016-17, beginning July 1, 2016. The council will now hold a public hearing at least one week before adoption.

Basis of Budgeting

The FY2016-17 budget incorporates the *Michigan Uniform Chart of Accounts* as required under Michigan Public Act 451 of 1982 as amended.

Each section of the budget lists account number, FY2014-15 actual, FY2015-16 year-to-date July 1, 2015 thru February 29, 2016, with more current year-to-dates to be supplied later, and proposed FY2016-17 budget. The budget format provides a basis for a comparative analysis of expenditures and appropriations by fund, department, activity, and line item classification.

Owosso's financial structure is made up of the general fund and many funds that have specific purposes, generally being for legal and accounting purposes and not for budgetary purposes. Those which require addressing are major and local streets; historical; downtown development; brownfield redevelopment; building authority; and water supply, sewerage disposal and wastewater collection and treatment.

Other funds of the city can be characterized as trust and agency funds and may be excluded from primary budget consideration.

The basis of budgeting is the same as the basis of accounting used in the city's audited financial statements.

General Fund budget, which supports many day-to-day activities of the city, is \$7,723,050, representing an increase of \$889,850 from the current year's budget, before some anticipated amendments to the current budget which will make the increase smaller--e.g., the contribution toward the North Street culvert project. The proposed general fund budget is balanced by using \$600,000 from the FY2014-15 general fund balance which had increased by \$593,010 because of projects being postponed, along with management keeping expenditures below the budgeted estimates.

General fund capital outlays for FY2016-17 include microfilming equipment, software upgrades, a police vehicle, an ambulance, emergency medical equipment upgrades, public works storage building roof replacement, and renovations to the public safety building. From the fleet maintenance fund, more than \$300,000 is budgeted for new trucks.

Setting the Stage for Fiscal Year 2016-17

The local economy is improving in the area of employment. This is beginning to spill over into the real estate market. The average home sale price increased \$74,940 in 2014 to \$81,649, but sale prices remain below historic averages. Income from property taxes will drop an estimated \$16,700 in the coming fiscal year.

The refusal of the state of Michigan to fund fully statutory revenue sharing continues to plague Owosso. In FY2000-01 Owosso received \$2,151,149 in state revenue sharing. In FY2016-17 Owosso anticipates receiving \$1,598,200--a \$552,949 reduction. Owosso's cumulative loss between FY2003-04 and FY2015-16 has been \$6,581,845. In FY2016-17 Owosso anticipates an increase in state revenue sharing of \$40,791 plus \$59,000 from the local community stabilization program. Service charge revenues have increased because of ambulance revenues, but so have ambulance operating expenses.

Financial difficulties are only going to continue and will actually increase, as this is part of the structural problem with the municipal finance model in Michigan, defined by these and other factors:

- no upside for a built-up, older community with no open land;
- no big development to boost revenue from local taxation;
- our only option is to work within inflation-based revenue growth;
- no substantial increase in taxable value of property;
- tax abatements which reduced annual income;
- property tax cannot, by Michigan constitution, ever return to past levels; and
- state constitutional limitations and the Headlee Amendment rollbacks do not provide for sufficient millage rate restoration even by voter initiative or approval.

Other funds

Street funding is very much up in the air. Based upon the transportation bill passed by the Michigan legislature, Owosso should start receiving an additional \$210,000 a year. The city has been approved for \$381,600 in grants for East Oliver Street, and state funding of the M-52, M-21 and M-71 trunk lines was previously reduced by 40 percent has been restored to \$54,000. Besides the Oliver Street reconstruction, which will cost more than \$1 million, completion of the North Street culvert, for which funding is in place; and the roadway into Sonoco/Cargill, which is self-funding, there will be no further major projects in future years without the passage of a bond issue.

Water and wastewater funds remain stable as far as operations go. The sewer fund will have expenditures for the continuation and completion of the Michigan Department of Environmental Quality SAW Grant will see the development of a long- and short-term capital improvement program. Expenditures in FY2016-17 will include approximately \$600,000 in sewer maintenance and upgrades. The wastewater fund, which includes the treatment plant, will see approximately \$1,470,000 in capital outlays for screening equipment, clarifier rehabilitation and boiler replacement.

The water fund will see approximately \$2,267,850 in capital outlays with nearly \$1.5-million for water main replacements, the Hintz Road well replacement, and the purchase of an automatic read system and meter conversion program. New water main construction to serve Sonoco/Cargill will be self-funding.

Key Fiscal Practices

The budgets of the past few years and this coming year are mostly about staying on course toward meeting the city's primary goals, addressing its priorities, and making significant progress even in difficult times.

The financial and operating plan has the objectives of ensuring that this local government can provide the necessary governmental services essential to the public health, safety and welfare on an ongoing and sustainable basis and protects the continued financial viability of this local government.

Having completed FY2014-15 with a positive cash flow and an excellent end-of-year financial report (audit), the city should seek a Standard & Poor's bond rating upgrade from A to AA. This would allow the city to borrow money at a reduced cost.

I respectfully submit this budget.

Donald D. Crawford

Donald D. Crawford
City Manager

INDEX

MANAGER'S LETTER	Introduction
BUDGET CALENDAR	1
COMMUNITY PROFILE	2
LOCAL GOVERNMENT PRIMER	3-5
GRAPHIC PRESENTATIONS	
Population	6
General Fund Revenues	7
General Fund Expenditures	8
Taxable Value by Property Class	9
Largest Taxpayers by Taxable Value	10
Arms Length Home Sales	11
Tax Levy	12
Revenue Sharing	13

GENERAL FUND	
Revenues By Classification	14-15
Expenditures By Activity	16
Fund Balance	17

Department Narratives/Expenditure Detail:

City Council	18-19
City Manager	20-21
Finance	22-23
Assessing	24-25
Attorney	26-27
Clerk	28-29
Human Resources	30-32
Treasurer	33-34
Information Technology	35-36
Buildings and Grounds Maintenance	37-38
General Administration	39-40
Police	41-42
Fire and Emergency Medical	43-44
Building and Safety	45-46
Public Works	47-48
Leaf/Brush Collection	49-50
Parking	51-53
Community Development	54-55
Parks	56-59
Transfers	60

INDEX

SPECIAL REVENUE FUNDS

Major Street Narrative	61
Revenue By Class	62
Expenditure By Line Item	63-66
Local Street Narrative	67
Revenue By Line Item	68
Expenditure By Line Item	69-70
Map of Trunklines, Major, and Local Streets	71
Community Development Block Grant Fund Narrative	72
Revenue By Class	73
Expenditure By Line Item	74
Housing Narrative	75
Revenue By Class	76
Expenditure By Line Item	77
Historical Commission Narrative	78
Revenue By Class	79
Expenditure By Line Item	80

DEBT SERVICES FUNDS

General Obligation Debt	81-82
Long Term Debt Graph	83-84

ENTERPRISE FUNDS

Fund Narratives/Expenditure Detail:	
Transportation	85-87
Sewer	88-91
Water	92-97
Wastewater	98-101
Fleet Maintenance	102-104

COMPONENT UNITS

Fund Narratives/Expenditure Detail:	
Brownfield Authority:District 283	105-108
Brownfield Authority:District 288	109-113
Brownfield Authority:District 289	114-117
Brownfield Authority:District 291	118-121
Brownfield Authority:District 292	122-125
Brownfield Authority:District 293	126-129
Downtown Development Authority	130-133

CAPTIAL PROJECT FUNDS

Street Program	134-136
----------------	---------

CITY OF OWOSSO

BUDGET CALENDAR

2016-2017

April 4, 2016	Budget Proposal to Council
April 11, 2016	Budget Available to Public
April 18, 2016	Council Sets Public Hearing
April 21, 2016	Public Notice on Budget
May 2, 2016	Public Hearing on Budget
May 16, 2016	Adopt 2016/2017 Budget
June 20, 2016	Amend 2015/2016 Budget

COMMUNITY PROFILE

The name Owosso was adapted in 1840 from the name of a famous Chippewa Indian chieftain called “Wasso”.

Owosso, the largest city in Shiawassee County, with a population of 15,194 (2010 Census) and area equal to 4.45 square miles, is a widely diversified industrial and commercial center in the midst of a highly agricultural county.

It became an incorporated city in 1859, and early founders and planners may have had an eye to the future of the community. Shade trees were planted in the early days, and Owosso’s many tree-lined streets testify to the thoughtfulness of these plantings.

The main streets, now the business district of the community, were planned wide enough to alleviate congestion, so prevalent in other cities.

Owosso is an attractive place in which to live and work, and its short distance from other major Michigan markets make it an ideal mid-Michigan location for commerce and industry.

There are 120 acres of parks and playgrounds in Owosso, as well as two auditoriums for the performing arts, an outdoor amphitheater, and an art museum. Recreation in the area includes a four-mile river walkway, roller-skating rink, skate boarding, an in-city lake for fishing, golf courses and many other facilities for sports and fitness.

Within a 90 minutes’ drive of Owosso lie Lansing, Flint and Detroit, offering area residents enhanced educational, cultural, and recreational opportunities, including access to professional sporting events.

LOCAL GOVERNMENT PRIMER FOR CITIZENS

The City of Owosso operates under the council-manager form of government. Simply stated, all power is concentrated in the city council that employs a city manager to implement its policies and oversee the day to day operations of the city.

The limits of local government authority are determined by the state constitution, statutes, and the charter approved by voters in 1964. City council exercises this authority through the adoption of ordinances and policies, including the annual budget. Some provisions of the charter and ordinances establish other boards and commissions with responsibility for making recommendations or decisions concerning city policies and overseeing certain programs and activities of the city. The City also participates in several regional boards and commissions which implement regional agreements that cooperatively provide services for the entire area. In Owosso, the boards and commissions are:

<u>BOARD OR COMMISSION</u>	<u>PURPOSE</u>
Board of Review	Hears appeals from property owners regarding their tax assessments
Brownfield Redevelopment Authority	Uses financing mechanisms to redevelop obsolete and contaminated industrial and commercial properties
Building Authority	Finances construction of public improvements on which lease revenues can be generated
Building Board of Appeals	Makes decisions concerning variances from the provisions of various construction codes
Cable Access Advisory Commission	An advisory body with regard to all aspects of the public access cable service in the City of Owosso
Downtown Development Authority	Plans for and promotes the central business district
Downtown Historic District Commission	Oversees implementation of the State Historic District encompassing the downtown
Employees Retirement System Board of Trustees	Oversees the administration of the City retirement system, including investment of its funds
Historical Commission	Oversees Curwood Castle, Gould House, Comstock Cabin, Paymaster building and

	collection of historical artifacts
Local Development Finance Authority	Fosters industrial development through the use of financing mechanisms necessary to develop supportive public infrastructure
Mid-County Wastewater Treatment Plant Review Board	Makes decisions concerning the Plant governed by the 1977 Agreement between the Cities of Corunna and Owosso and the Townships of Caledonia and Owosso
Owosso Parks and Recreation Commission	Plans for quality park and recreation opportunities based upon cost, efficiency and community need
Planning Commission	Makes recommendations to City Council regarding the zoning ordinance and zoning map
Shiawassee Airport Board	Oversees all areas of operation of the Owosso Community Airport
Shiawassee Area Transportation Agency (SATA)	Owns, operates and finances public transit systems in conjunction with other municipalities
Shiawassee Council on Aging	Provides services to area senior citizens
Shiawassee District Library	Offers a variety of formats, materials, and services to provide for the informational and educational needs of the community members and to encourage the appreciation of reading
Westtown Corridor Improvement Authority	Plans for and promotes the revitalization and redevelopment of commercial properties located in the Westtown Corridor Improvement District
Zoning Board of Appeals	Makes decisions concerning variances from the provisions of the zoning ordinance

These boards and commissions include citizens from the community and offer an opportunity for residents to become involved in city government.

On occasion the City Council will establish ad-hoc committees who, unlike the boards and commissions referenced above are not long standing committees but instead are established to serve and carry out a specific purpose for the council. In May 2008 the City Council established The Blue Ribbon Committee, a group of community residents appointed by the City Council for the purpose of creating a cohesive forward vision for

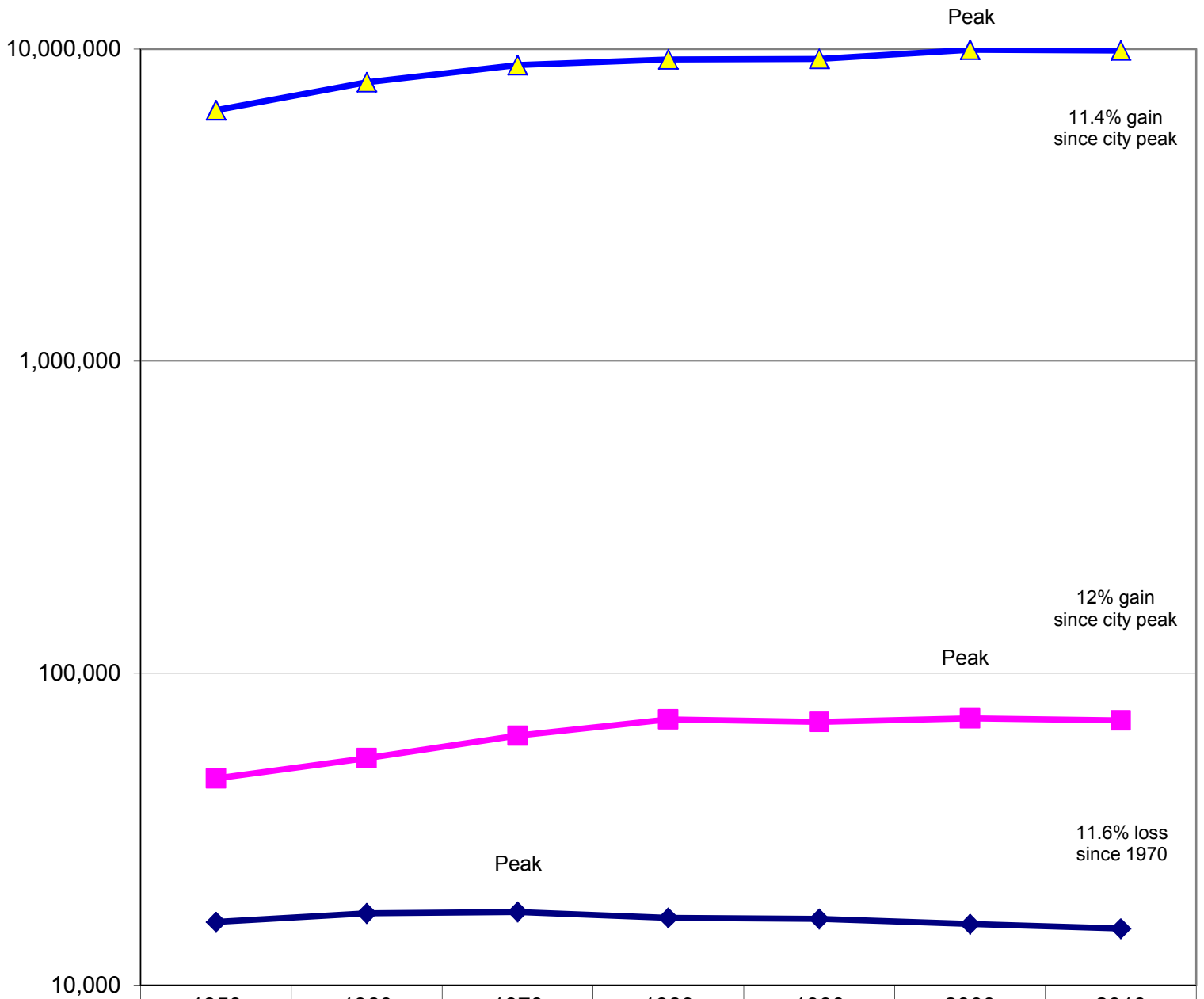
the City of Owosso. This committee set a vision for Owosso's future and defined a strategic direction for attaining that vision so that each citizen may enjoy a high quality of life and a strong sense of place and pride in our community. The Blue Ribbon Committee successfully completed its work and presented its report to the City Council on January 5, 2009.

Citizen involvement and input is an important component of the democratic system of government. Many of the major decisions that the city council makes follow public hearings in which citizens comment is received. In fact, public hearings are the first item on the city council's agenda for its meetings. After public hearings, citizens are also provided two opportunities to make comments to the council about any issue of interest to them. Further, residents may choose to write to council or staff members, call them with their questions or concerns, or comment through the City website at www.ci.owosso.mi.us.

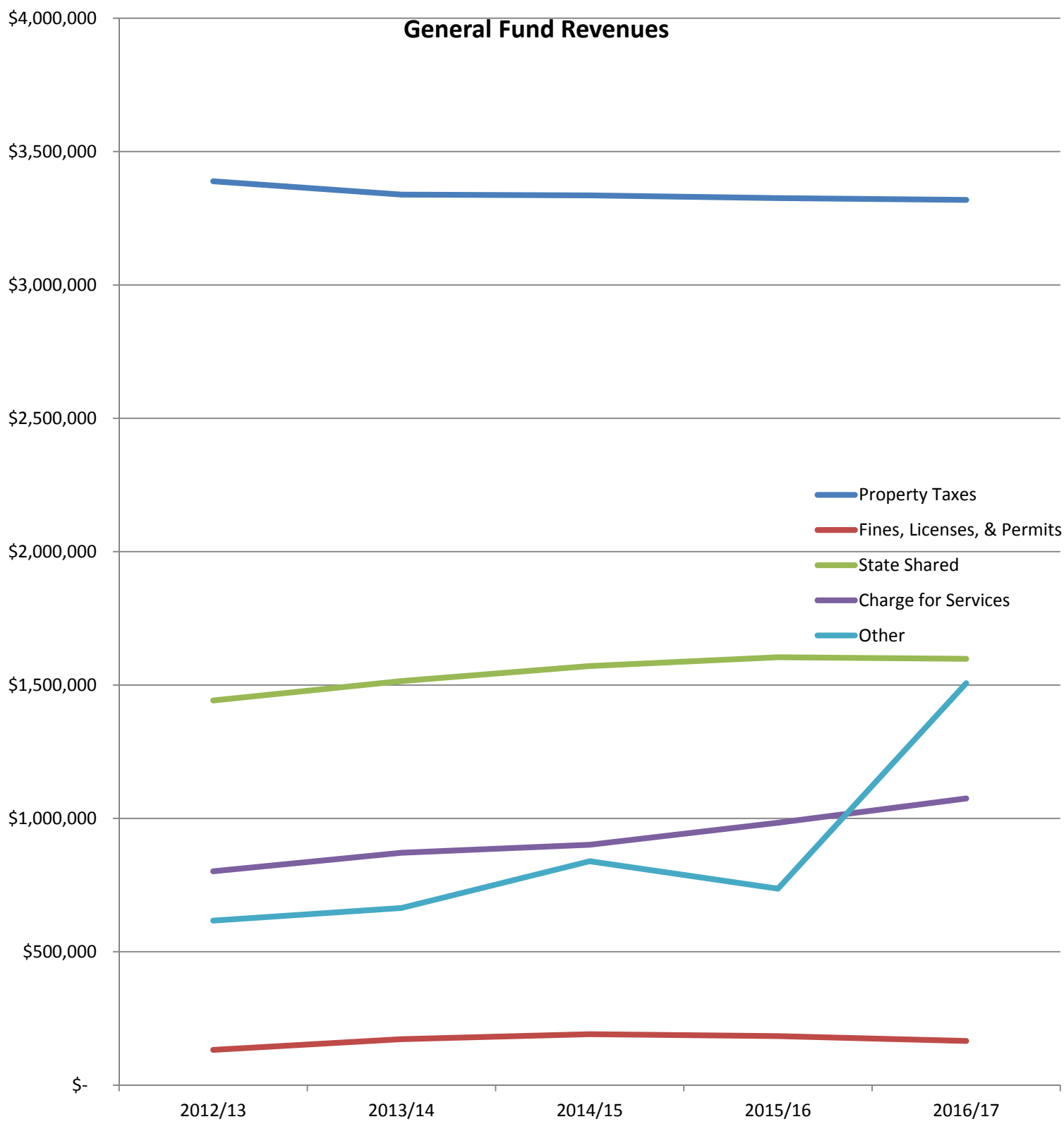
Once the city council has enacted an ordinance or established a policy, it is the job of the city manager to insure that it is implemented. In many cases, this will involve directing staff employed for that purpose and overseeing their actions. Many of the decisions of the city council involve the basic municipal services which the city is in the business of providing –public safety, streets and roads, parks, utilities and the like. As a result, much of the activity of city staff is for the purpose of insuring that these services are effectively provided.

To pay the bills associated with its operations, the city must generate revenue. While most people think of the property tax as the primary source of money for city operations, in fact this tax only covers the cost of providing police and fire services. Other major sources of funding for the city are water and sewer charges and the local share of state taxes, such as the gas and weight tax and sales tax. These taxes and fees comprise the majority of the dollars necessary to finance city operations.

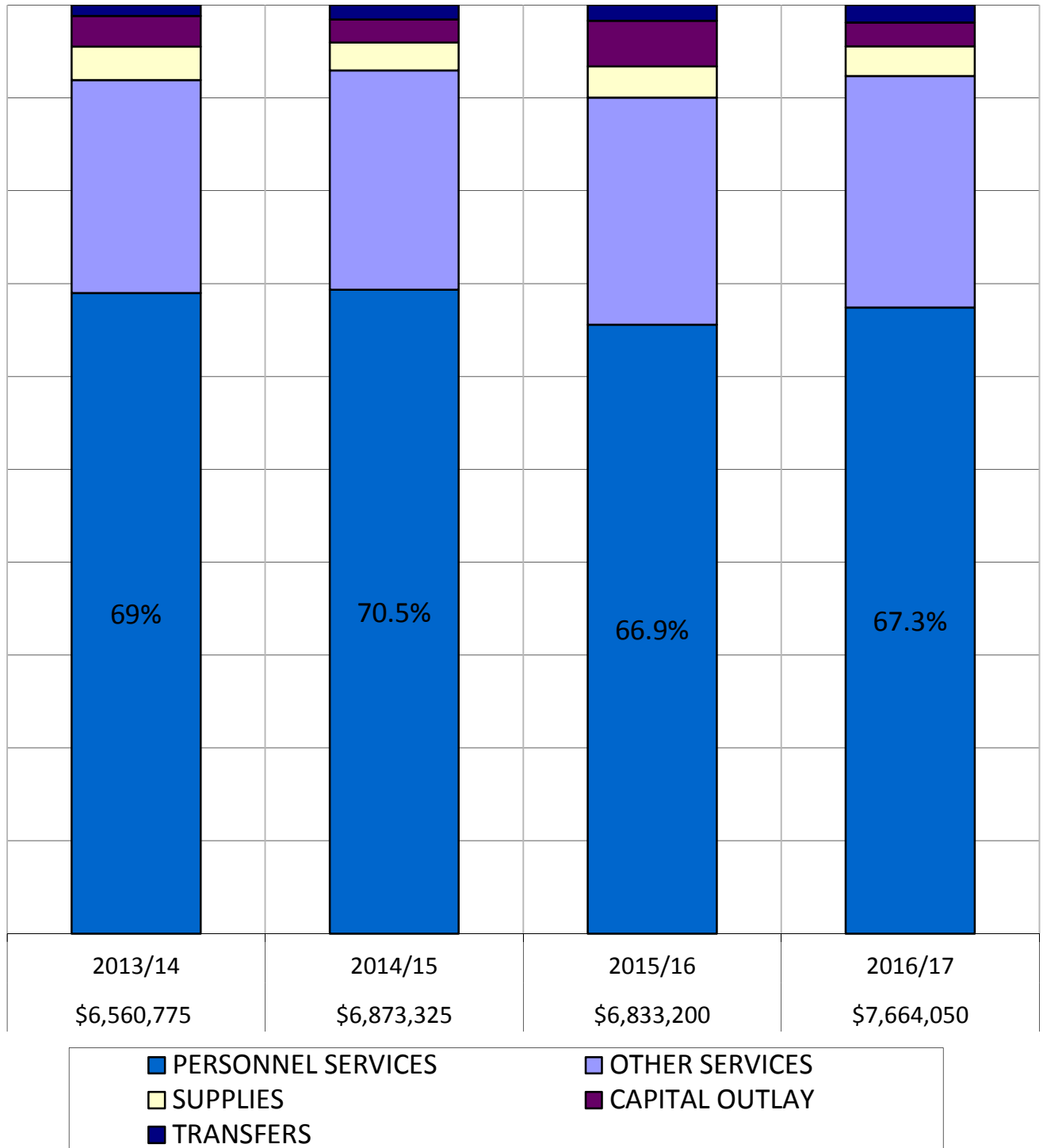
Population Comparison



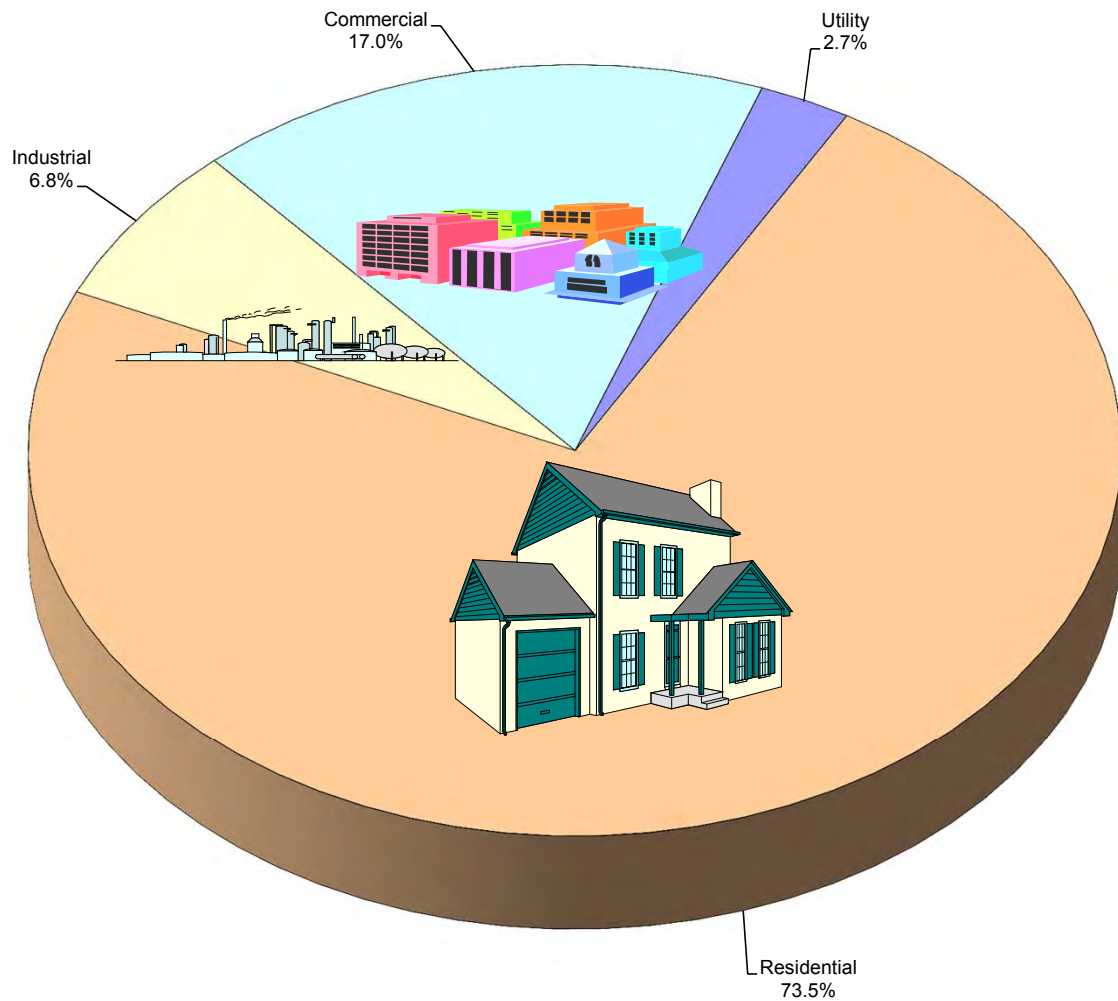
	1950	1960	1970	1980	1990	2000	2010
City	15,948	17,006	17,179	16,455	16,322	15,713	15,194
County	45,967	53,446	63,075	71,140	69,770	71,687	70,648
State	6,371,766	7,823,194	8,875,083	9,262,078	9,295,297	9,938,444	9,883,640



GENERAL FUND EXPENDITURES BY ACCOUNT CLASS



Taxable Value by Property Class



City of Owosso

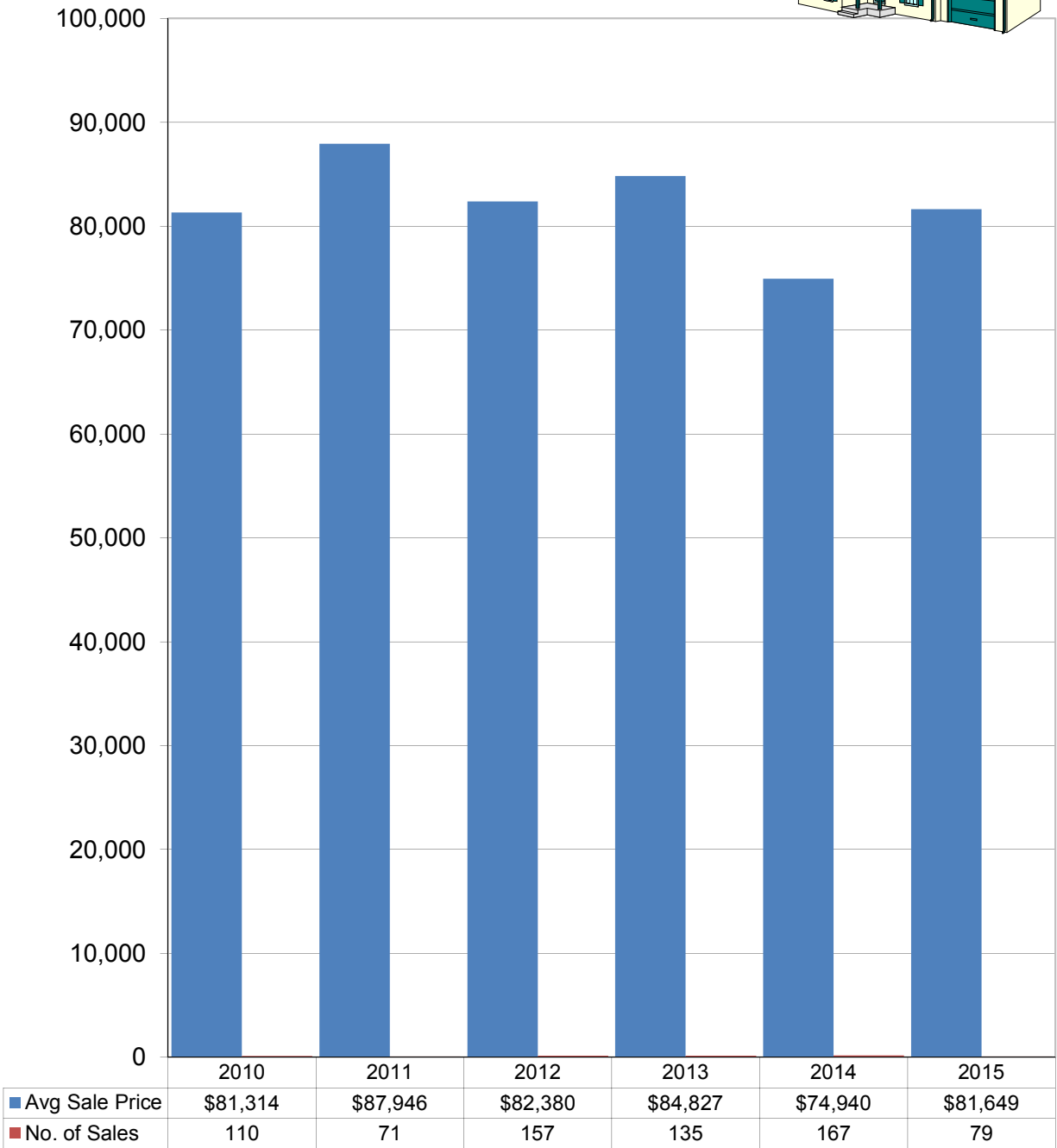
2016

PROFILE OF THE TEN LARGEST VALUE PROPERTIES

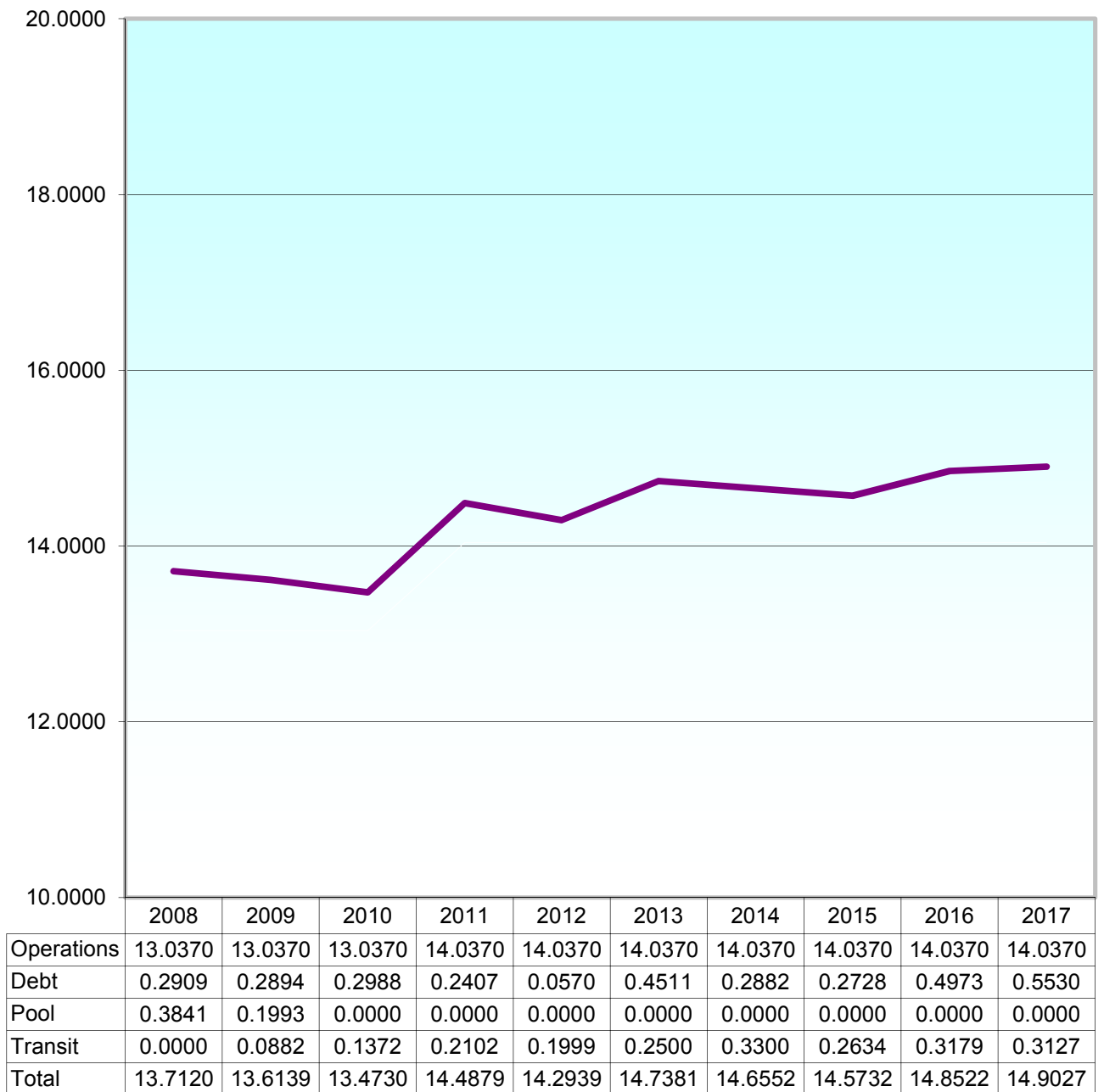
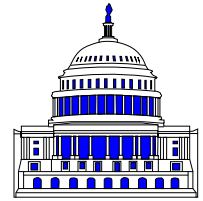
Consumers Energy, CO	Gas & Electric Utility	2.78%
Woodard -CM, LLC	Manufacturer	1.36%
Oliver Woods Retirement Village	Retirement Complex	0.84%
Machine Tool & Gear	Manufacturer	0.76%
Ginger Square	Apartment Complex	0.66%
Sun Candlewick, LLC	Mobile Home Park	0.47%
Carolina Properties, LLC	Apartment Complex	0.45%
Tri-Mer Corporation	Manufacturer	0.45%
Memorial Medical Assoc	Medical	0.42%
Toledo Commutator, Co	Manufacturer	0.40%

Source: City Assessor's Office

Arms Length Home Sales



City Tax Levy



Revenue Sharing Constitutional & Statutory



GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 101 - GENERAL FUND					
Dept 000					
101-000-401.403	GENERAL PROPERTY TAX	3,172,116	3,225,500	3,213,672	3,208,800
101-000-401.424	TRAILER PARK TAXES	767	850	530	800
101-000-401.430	INDUSTRIAL/COMMERCIAL FACILITIES TAX	25,333	10,350	33,493	21,400
101-000-401.431	OBSOLETE PROPERTY REHAB TAXES(OPRA)	234	1,875	1,947	1,875
101-000-401.432	NEIGHBORHOOD ENTERPRISE ZONE REHAB T/	14	0	7,719	0
101-000-401.443	ADMINISTRATION FEES	67,977	68,000	64,332	67,500
101-000-401.445	COLLECTION & INTEREST ON TAXES	18,723	19,000	10,292	18,500
101-000-450.452	PERMITS-BUILDING	94,859	65,000	97,549	70,000
101-000-450.453	LIQUOR LICENSES	9,712	9,600	9,024	9,600
101-000-450.454	PERMITS-ELECTRICAL	17,550	16,700	16,865	17,500
101-000-450.455	PERMITS-PLUMBING & MECHANICAL	32,977	26,500	33,275	33,000
101-000-450.460	MISCELLANEOUS LICENSES	2,000	1,600	2,185	2,300
101-000-450.477	PERMITS-HANDGUNS	10	250	610	650
101-000-450.478	DOG LICENSES	51	75	0	50
101-000-501.505	FEDERAL GRANT - DEPT OF JUSTICE	50,964	0	0	0
101-000-501.506	GRANT-FEDERAL	0	0	1,200	0
101-000-539.529	STATE SOURCES	44,890	0	0	0
101-000-539.573	LOCAL COMMUNITY STABILIZATION SHARE	0	0	0	59,000
101-000-539.575	REVENUE SHARING	1,559,321	1,604,000	795,695	1,598,200
101-000-600.625	VACANT PROPERTY REGISTRATION/INSPECTIC	15,600	10,000	7,350	11,000
101-000-600.626	CHARGE FOR SERVICES RENDERED	73,197	62,400	34,873	62,000
101-000-600.627	DUPLICATING SERVICES	6,686	6,900	1,413	2,000
101-000-600.628	RENTAL REGISTRATION	1,650	1,100	1,075	1,100
101-000-600.629	AMBULANCE CHARGES	225,411	189,400	167,640	225,000
101-000-600.629-Tf	AMBULANCE CHARGES	700	0	1,050	2,400
101-000-600.630	AMBULANCE MILEAGE CHARGES	294,045	215,000	222,628	295,000
101-000-600.631	AMBULANCE/ ADVANCED LIFE SUPPORT CHAI	473,459	374,000	318,005	475,000
101-000-600.633	FIRE SERVICES	666	1,000	2,000	1,000
101-000-600.642	CHARGE FOR SERVICES - SALES	6,214	6,200	3,082	6,000
101-000-600.647	CABLE TELEVISION FRANCHISE FEES	116,201	116,000	56,252	115,000
101-000-600.648	TREE PLANTING	1,250	1,500	0	0
101-000-600.651	RECREATION	0	0	598	550
101-000-655.655	PARKING VIOLATIONS	8,789	9,800	4,357	6,800
101-000-655.659	PARKING LEASE INCOME	17,106	15,300	4,325	13,900
101-000-655.660	ORDINANCE FINES & COSTS	28,737	38,700	16,553	25,800
101-000-664.664	INTEREST INCOME	21,109	35,000	19,349	35,000
101-000-664.665	INTEREST INCOME-RESTRICTED ASSETS	3	0	2	0
101-000-664.668	RENTAL INCOME	2,610	1,500	860	1,500

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
101-000-671.673	SALE OF FIXED ASSETS	59,491	5,000	4,566	5,000
101-000-671.675	DONATIONS-PRIVATE	6,046	0	2,591	10,000
101-000-671.687	INSURANCE REFUNDS	210,593	0	235,700	0
101-000-671.692	RECOVERY OF BAD DEBTS	4,714	4,500	4,363	4,500
101-000-671.694	MISCELLANEOUS	1,485	2,500	1,920	2,500
101-000-695.676	WASTEWATER UTIL. ADMIN REIMB	172,807	171,700	89,861	211,450
101-000-695.677	CITY UTILITIES ADMIN REIMB	272,300	270,000	179,000	365,900
101-000-695.678	DDA/OBRA REIMBURSEMENT	4,550	10,200	0	4,475
101-000-695.695	ACT 51 ADMIN REIMBURSEMENT	113,980	102,300	71,918	131,000
101-000-695.698	OTHER FINANCING SOURCES	0	133,900	0	0
101-000-695.699	APPROPRIATION OF FUND BALANCE	0	0	0	600,000
Totals for dept 000-		7,236,897	6,833,200	5,958,854	7,723,050
NET OF REVENUES/APPROPRIATIONS - FUND 101		7,236,897	6,833,200	5,958,854	7,723,050

BUDGET		2014-15	2015-16	2015-16	2016-17
CLASSIFICATION	DESCRIPTION	ACTUAL	ORIGINAL	THRU	REQUESTED
			BUDGET	02/29/16	BUDGET

Fund 101 - GENERAL FUND					
Function: GENERAL SERVICES					
PRSNL	PERSONNEL	866,127	869,725	501,568	925,250
SPPLY	SUPPLIES	31,515	48,700	18,306	60,700
OTHER	OTHER	664,163	749,000	609,475	767,650
COL	CAPITAL OUTLAY	132,050	0	1,958	32,150
Total - Function GENERAL SERVICES		1,693,855	1,667,425	1,131,307	1,785,750

Function: PUBLIC WORKS					
PRSNL	PERSONNEL	370,859	376,500	340,934	399,250
SPPLY	SUPPLIES	12,435	14,200	10,408	15,500
OTHER	OTHER	617,032	543,325	304,534	544,000
COL	CAPITAL OUTLAY	6,916	0	62,472	37,500
Total - Function PUBLIC WORKS		1,007,242	934,025	718,348	996,250

Function: PUBLIC SAFETY					
PRSNL	PERSONNEL	2,880,540	3,015,000	1,982,060	3,401,250
SPPLY	SUPPLIES	109,741	149,000	57,085	151,000
OTHER	OTHER	248,270	258,650	153,651	286,100
COL	CAPITAL OUTLAY	45,097	174,025	193,023	406,275
Total - Function PUBLIC SAFETY		3,283,648	3,596,675	2,385,819	4,244,625

Function: COMMUNITY DEVELOPMENT					
PRSNL	PERSONNEL	234,099	238,075	144,475	284,875
SPPLY	SUPPLIES	3,904	5,500	1,844	5,500
OTHER	OTHER	24,056	33,800	21,194	38,800
COL	CAPITAL OUTLAY	0	0	0	0
Total - Function COMMUNITY DEVELOPMENT		262,059	277,375	167,513	329,175

Function: RECREATION					
PRSNL	PERSONNEL	122,838	126,700	34,349	103,850
SPPLY	SUPPLIES	2,322	1,000	110	3,000
OTHER	OTHER	141,504	100,700	65,702	83,000
COL	CAPITAL OUTLAY	5,670	0	4,675	0
Total - Function RECREATION		272,334	228,400	104,836	189,850

Function: TRANSFERS					
TFR	TRANSFER	124,753	129,300	34,468	177,400
Total - Function TRANSFERS		124,753	129,300	34,468	177,400

NET OF REVENUES/APPROPRIATIONS - FUND 10:		6,643,891	6,833,200	4,542,291	7,723,050

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ADOPTED BUDGET	2016-17 PROPOSED BUDGET
Fund 101 - GENERAL FUND				
101-000-365.200	NONSPENDABLE FUND BALANCE-INVENTORY	125,505	125,505	125,505
101-000-365.300	NONSPENDABLE FUND BALANCE-SUBDIVISION-LT	244,000	244,000	244,000
101-000-368.100	ASSIGNED FUND BALANCE-COMP ABSENCES	348,376	348,376	348,376
101-000-368.300	ASSIGNED FUND BALANCE-SPEC ASSMT	100,000	100,000	100,000
101-000-368.400	ASSIGNED FUND BALANCE-ECONOMIC DEVLPMNT	500,000	500,000	500,000
101-000-368.500	ASSIGNED FUND BALANCE-OWOSSO DRAIN	190,727	190,727	190,727
101-000-368.600	ASSIGNED FUND BALANCE-POLLUTION RMDTN	89,716	89,716	89,716
101-000-369.000	UNASSIGNED FUND BALANCE-BUDGET STABILIZ	1,570,456	1,570,456	1,570,456
101-000-369.100	UNASSIGNED FUND BALANCE	327,020	920,030	920,030
BEGINNING FUND TOTAL FUND BALANCE		3,495,800	4,088,810	4,088,810
NET OF REVENUES VS EXPENDITURES		593,010	0	0
APPROPRIATION OF FUND BALANCE		0	0	600,000
ENDING TOTAL FUND BALANCE		4,088,810	4,088,810	3,488,810

CITY COUNCIL 101-101

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17
* Plan for the development of the community and the operation of its city government * Set policies for service delivery and governance * Receive citizen input through public hearings and other means * Employ a city manager and city attorney and appoint boards and commissions * Adopt an annual budget * Approve major purchases and capital improvements	Make wise and prudent decisions to promote necessary services to city residents. Persue programs that enhance the strengths of Owosso.
	CAPITAL OUTLAY
	<u>2016-17</u> <u>2017-18</u> <u>2018-19</u>

COUNCIL MEMBERS		
	<u>Date Elected</u>	<u>Term Expires</u>
Mayor Benjamin R. Frederick	2011	2016
Mayor Pro Tem Christopher Eveleth	2011	2016
Lori F. Bailey	2011	2016
Michael O'Leary	2015	2016
Burton D. Fox	2013	2018
Elaine N. Greenway	2013	2016
Robert J. Teich Jr	2013	2018

BUDGET SUMMARY				
	<u>ACTUAL</u> <u>2014-15</u>	<u>ADOPTED</u> <u>2015-16</u>	<u>AMENDED</u> <u>2015-16</u>	<u>PROPOSED</u> <u>2016-17</u>
Personnel	2,335	3,100		2,600
Supplies	1,171	1,200		1,200
Other	0	0		500
COL	0	0		0
Total	3,506	4,300	0	4,300

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 101 - GENERAL FUND					
Dept 101-CITY COUNCIL					
101-101-704.000	BOARDS & COMMISSIONS	2,110	2,600	970	2,600
101-101-728.000	OPERATING SUPPLIES	1,171	1,200	197	1,200
101-101-860.000	EDUCATION & TRAINING	225	500	0	500
Totals for dept 101-CITY COUNCIL		3,506	4,300	1,167	4,300

CITY MANAGER 101-171

SERVICE DESCRIPTION		OPERATIONAL PLAN 2016-17		
* Policy initiation, evaluation and implementation		Continue to implement council's goals to enhance services to the public, and to guide the city departments in working together efficiently to achieve their goals.		
* Staff supervision				
* Strategic planning				
		CAPITAL OUTLAY		
* Personnel administration		<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
*Financial oversight				
* Community relations and information				
	Total	0	0	0
STAFFING SUMMARY				
	CURRENT	PROPOSED		
	<u>2015-16</u>	<u>2016-17</u>		
City Manager	1	1		
BUDGET SUMMARY				
	ACTUAL	ADOPTED	AMENDED	PROPOSED
	<u>2014-15</u>	<u>2015-16</u>	<u>2015-16</u>	<u>2016-17</u>
Personnel	120,912	130,325		131,200
Supplies	1,255	400		1,000
Other	3,308	4,700		4,700
COL	0	0		-
Total	125,475	135,425	0	136,900

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 171-CITY MANAGER					
101-171-702.100	SALARIES	93,471	99,275	60,869	99,350
101-171-702.800	ACCRUED SICK LEAVE	191	400	888	950
101-171-715.000	SOCIAL SECURITY (FICA)	7,395	9,050	4,721	9,100
101-171-716.100	HEALTH INSURANCE	3,057	3,375		3,500
101-171-716.200	DENTAL INSURANCE	525	550	327	550
101-171-716.300	OPTICAL INSURANCE	0	0	0	0
101-171-716.400	LIFE INSURANCE	520	800	198	800
101-171-716.500	DISABILITY INSURANCE	902	1,000	601	1,000
101-171-717.000	UNEMPLOYMENT INSURANCE	23	75		25
101-171-718.200	DEFINED CONTRIBUTION	14,508	15,400	9,264	15,500
101-171-719.000	WORKERS' COMPENSATION	320	400	256	425
101-171-728.000	OPERATING SUPPLIES	1,255	400	92	1,000
101-171-818.000	CONTRACTUAL SERVICES		0	0	0
101-171-858.000	MEMBERSHIPS & DUES	870	1,200	877	1,000
101-171-860.000	EDUCATION & TRAINING	2,438	3,500	1,063	3,700
101-171-978.000	EQUIPMENT	0	0	0	0
Totals for dept 171-CITY MANAGER		125,475	135,425	79,156	136,900

FINANCE 101-201

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17		
* Accounting and financial reporting	Begin First Phase of Purchasing Card Program		
* Purchasing	Complete BS&A on-line requisition and purchase order system with balance of departments		
* Risk management	Integrate Cost Accounting System with BS&A Payroll System		
* Investments			
* Debt management			
* Budget	CAPITAL OUTLAY		
* Accounts payable	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
Total	0	0	0

STAFFING SUMMARY

	CURRENT	PROPOSED
	<u>2015-16</u>	<u>2016-17</u>
Finance Director	1	1
Accts Payable	1	1
Total	2	2

BUDGET SUMMARY	
Revenue	1000000
Expenses	800000
Profit	200000

	ACTUAL	ADOPTED	AMENDED	PROPOSED
	<u>2014-15</u>	<u>2015-16</u>	<u>2015-16</u>	<u>2016-17</u>
Personnel	63,003	69,150		71,750
Supplies	2,433	3,500		3,500
Other	66,878	84,600		90,300
COL	0	0		0
Total	132,314	157,250	0	165,550

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 201-FINANCE					
101-201-702.100	SALARIES	38,309	39,600	24,650	40,500
101-201-715.000	SOCIAL SECURITY (FICA)	2,737	3,050	1,763	3,100
101-201-716.100	HEALTH INSURANCE	7,177	12,650	8,192	12,950
101-201-716.200	DENTAL INSURANCE	525	550	327	550
101-201-716.300	OPTICAL INSURANCE	48	75	40	75
101-201-716.400	LIFE INSURANCE	144	150	98	175
101-201-716.500	DISABILITY INSURANCE	372	450	256	375
101-201-717.000	UNEMPLOYMENT INSURANCE	411	25		25
101-201-718.000	RETIREMENT	12,900	12,100	7,780	13,550
101-201-719.000	WORKERS' COMPENSATION	380	500	272	450
101-201-728.000	OPERATING SUPPLIES	2,433	3,500	912	3,500
101-201-818.000	CONTRACTUAL SERVICES	66,778	84,000	19,176	88,000
101-201-858.000	MEMBERSHIPS & DUES	100	100	150	300
101-201-860.000	EDUCATION & TRAINING		500	0	2,000
101-201-978.000	EQUIPMENT	0	0	0	0
Totals for dept 201-FINANCE		132,314	157,250	63,616	165,550

ASSESSING 101-209

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17		
* Maintain a system of assessing property in accordance with accepted mass appraisal models and the current state of Michigan Tax Act * Process and audit personal property statements * Maintain name, mailing address and homestead information on all real property * Respond to inquiries from the public, other agencies and departments * Provide methodology to board of review * Represent the city in tax tribunal cases * Maintain accurate and up to date property descriptions and records on all real and personal property in the city * Maintain system of field (physical) verification of property information * Maintain record of legally allowable taxable value	Visit and verify data for 15-20% of residential properties and 5-10% of both commercial and industrial properties. Scan old deeds and other valuable assessing documents into assessing.net. Coordinate with county equalization department a commercial and industrial appraisal study. Conduct the annual assessing process as outlined within the 14-point review and required by the state tax commission.		
	CAPITAL OUTLAY		
	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
Total	<u>0</u>	<u>0</u>	<u>0</u>

STAFFING SUMMARY

	CURRENT <u>2015-16</u>	ADOPTED <u>2016-17</u>
Assessor	1	1
Total	<u>1</u>	<u>1</u>

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Personnel	101,454	102,550		108,900
Supplies	4,386	6,500		6,500
Other	6,573	8,500		7,300
COL	0	0		0
Total	112,413	117,550	0	122,700

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 209-ASSESSING					
101-209-702.100	SALARIES	65,698	68,800	41,028	70,800
101-209-704.000	BOARDS & COMMISSIONS	1,200	1,250	450	1,250
101-209-715.000	SOCIAL SECURITY (FICA)	5,299	5,525	3,169	5,700
101-209-716.100	HEALTH INSURANCE	3,057	3,375		3,500
101-209-716.200	DENTAL INSURANCE	525	875	327	525
101-209-716.300	OPTICAL INSURANCE	86	75	74	125
101-209-716.400	LIFE INSURANCE	503	525	346	550
101-209-716.500	DISABILITY INSURANCE	669	700	460	725
101-209-717.000	UNEMPLOYMENT INSURANCE	23	75	0	25
101-209-718.000	RETIREMENT	25,050	21,900	12,989	25,000
101-209-719.000	WORKERS' COMPENSATION	544	700	412	700
101-209-728.000	OPERATING SUPPLIES	4,386	6,500	3,617	6,500
101-209-802.000	ADVERTISING	29	500	31	500
101-209-818.000	CONTRACTUAL SERVICES	4,548	5,000	4,076	5,000
101-209-833.000	EQUIPMENT MAINTENANCE		250		250
101-209-858.000	MEMBERSHIPS & DUES	260	250	410	300
101-209-860.000	EDUCATION & TRAINING	536	1,250	705	1,250
101-209-978.000	EQUIPMENT	0	0	0	0
Totals for dept 209-ASSESSING		112,413	117,550	68,094	122,700

ATTORNEY 101-210

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17
* Draft adoptions, amendments and repeals of city ordinances * Preparation of legal documents * Provide legal advice to council and staff * Prosecution of persons accused of violating ordinances * Advise on tax tribunal cases	*Prepare and review legal documents and represent the City's interests in contracts. *Prosecute violations of ordinances and state laws.
	CAPITAL OUTLAY

STAFFING SUMMARY

	CURRENT <u>2015-16</u>	PROPOSED <u>2016-17</u>
Contractual	1	1
Total	<u>1</u>	<u>1</u>

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Administrative	73,507	69,000		70,000
Public Safety	58,082	70,000		70,000
Total	131,589	139,000	0	140,000

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 210-CITY ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES: ADMINIS	73,507	69,000	32,149	70,000
101-210-801.100	PROFESSIONAL SERVICES:POLICE/C	58,082	70,000	50,751	70,000
Totals for dept 210-CITY ATTORNEY		131,589	139,000	82,900	140,000

CLERK 101-215

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17			
* Administer local, state and federal elections	Continue the task of scanning historical documents to allow electronic access of various city records			
* Act as clerk to the city council and Employees Retirement System Board	Continue to refine the process for handling all city contracts electronically			
* Assign, track and codify all enactment's of the city code	Engage with Baker College of Owosso students to teach records management practices and utilize their skills to further improve our records management system			
	CAPITAL OUTLAY			
* Record, categorize and maintain all permanent records of the city		<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
	Microfilm Machine	7,500		
* Develop and administer records retention program				
* Manage cable channel 187				
Total		7,500	-	0

STAFFING SUMMARY

	CURRENT <u>2015-16</u>	PROPOSED <u>2016-17</u>
City Clerk	1	1
Clerical	1	1
Temporary		
Total	2	2

BUDGET SUMMARY	
Category	Amount
Salaries	\$1,200,000
Benefits	\$300,000
Travel	\$150,000
Supplies	\$75,000
Utilities	\$125,000
Depreciation	\$200,000
Other	\$50,000
Total	\$2,000,000

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Personnel	161,069	159,625		215,775
Supplies	905	2,700		4,200
Other	49,013	54,625		35,500
COL	300	0		7,500
Total	211,287	216,950	0	262,975

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET

Dept 215-CLERK					
101-215-702.100	SALARIES	99,384	99,900	62,123	102,900
101-215-706.000	ELECTIONS	37,694	25,000	(6,566)	48,000
101-215-715.000	SOCIAL SECURITY (FICA)	7,345	7,650	4,553	7,900
101-215-716.100	HEALTH INSURANCE	17,914	18,675	12,317	19,200
101-215-716.200	DENTAL INSURANCE	804	825	501	850
101-215-716.300	OPTICAL INSURANCE	73	100	60	100
101-215-716.400	LIFE INSURANCE	620	650	427	675
101-215-716.500	DISABILITY INSURANCE	977	1,000	675	1,050
101-215-717.000	UNEMPLOYMENT INSURANCE	46	50		50
101-215-718.000	RETIREMENT	33,500	30,350	19,600	34,600
101-215-719.000	WORKERS' COMPENSATION	316	425	244	450
101-215-728.000	OPERATING SUPPLIES	905	2,700	581	4,200
101-215-802.000	ADVERTISING	3,116	4,350	1,893	3,600
101-215-818.000	CONTRACTUAL SERVICES	2,474	19,700		26,200
101-215-833.000	EQUIPMENT MAINTENANCE	5,379	4,625	4,505	4,700
101-215-858.000	MEMBERSHIPS & DUES	350	350	370	400
101-215-860.000	EDUCATION & TRAINING		600	50	600
101-215-978.000	EQUIPMENT	300	0	0	7,500

Totals for dept 215-CLERK		211,287	216,950	101,333	262,975

HUMAN RESOURCES 101-226

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17		
* Union contract administration	* Increase benchstrength for upcoming retirements. * Implement more training, city-wide. * Develop a yearly performance evaluation. * Implement a wellness program. * Switch vacation, sick & personal banks to PTO.		
* Fringe benefit administration			
* Payroll			
* Hiring, orientation and oversight on evaluations			
* Reporting to state and federal agencies			
* Employee relations	CAPITAL OUTLAY		
		<u>2016-17</u>	<u>2017-18</u> <u>2018-19</u>
	BSA Software	7,750	.
* Union negotiations	TOTAL	7,750	
* Represent the city in grievances, mediations and arbitration			

STAFFING SUMMARY

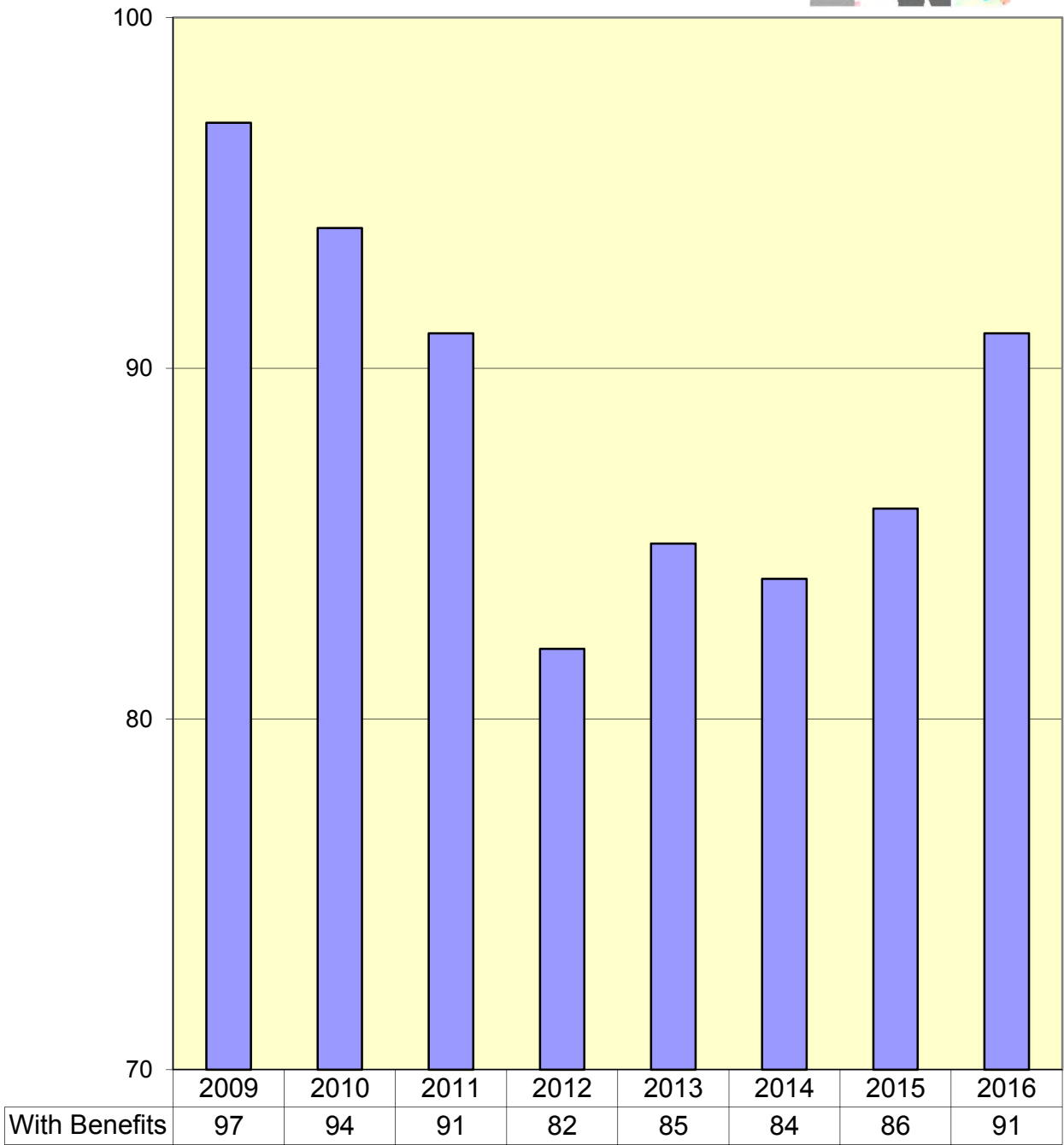
	CURRENT <u>2015-16</u>	PROPOSED <u>2016-17</u>
Human Resources		
Director	1	1
Clerical	1	1
Total	2	2

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Personnel	164,514	163,900		182,775
Supplies	1,700	2,900		5,400
Other	16,719	24,500		26,500
COL	0	0		7,750
Total	182,933	191,300	0	222,425

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 226-HUMAN RESOURCES					
101-226-702.100	SALARIES	118,874	121,550	75,305	135,600
101-226-702.200	WAGES	2,270	0	0	0
101-226-715.000	SOCIAL SECURITY (FICA)	9,589	9,300	5,737	11,000
101-226-716.100	HEALTH INSURANCE	7,924	8,950		8,950
101-226-716.200	DENTAL INSURANCE	1,684	1,725	1,050	1,725
101-226-716.300	OPTICAL INSURANCE	172	250	149	250
101-226-716.400	LIFE INSURANCE	722	775	498	800
101-226-716.500	DISABILITY INSURANCE	1,200	1,225	825	1,275
101-226-717.000	UNEMPLOYMENT INSURANCE	205	150	0	100
101-226-718.000	RETIREMENT	18,500	16,350	9,916	18,400
101-226-718.200	DEFINED CONTRIBUTION	2,958	3,050	1,757	3,200
101-226-719.000	WORKERS' COMPENSATION	416	575	320	575
101-226-728.000	OPERATING SUPPLIES	1,700	2,900	551	5,400
101-226-802.000	ADVERTISING	670	1,000	644	1,000
101-226-818.000	CONTRACTUAL SERVICES	12,562	20,000	7,668	21,000
101-226-833.000	EQUIPMENT MAINTENANCE		500	0	500
101-226-856.000	MISCELLANEOUS		500	0	500
101-226-858.000	MEMBERSHIPS & DUES	400	500	265	500
101-226-860.000	EDUCATION & TRAINING	3,087	2,000	910	3,000
101-226-978.000	EQUIPMENT		0	0	7,750
101-226-978.100	COL - EQUIPMENT - INTEREST		0	0	0
Totals for dept 226-HUMAN RESOURCES		182,933	191,300	105,595	222,425

Current Level of Full Time Employees



As of March 2016

TREASURER 101-253

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17		
* Billing, collection and recording of all receipts, including taxes, special assessments, and water and sewer * Collection agent for state education, county taxes, district library RESD, SATA and public schools * Delinquent accounts follow up, including personal property * Information source for title offices, realtors and homeowners * Treasurer of Owosso Employees' Retirement System; disburse monthly checks to pensioners, report to Owosso Employee's Retirement System board; compile monthly statements	* Staff Development & Training *Update/Streamline Retirement System accounting records *Take advantage of available tax reimbursement opportunities		
	CAPITAL OUTLAY		
	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
Total	0	0	0

STAFFING SUMMARY

	CURRENT <u>2015-16</u>	PROPOSED <u>2016-17</u>
Treasurer	1	1
Deputy	1	1
Clerical	0.8	0.8
Part-time	0.3	0.3
Total	3.1	3.1

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Personnel	214,171	215,325		220,250
Supplies	579	2,500		7,400
Other	12,170	14,600		15,300
COL	0	0		0
Total	226,920	232,425	0	242,950

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 253-TREASURY					
101-253-702.100	SALARIES	134,157	138,200	82,928	140,200
101-253-715.000	SOCIAL SECURITY (FICA)	10,177	10,600	6,310	10,750
101-253-716.100	HEALTH INSURANCE	23,376	22,200	15,048	24,100
101-253-716.200	DENTAL INSURANCE	892	1,200	580	1,025
101-253-716.300	OPTICAL INSURANCE	81	150	70	150
101-253-716.400	LIFE INSURANCE	935	1,100	656	1,100
101-253-716.500	DISABILITY INSURANCE	1,266	1,325	922	1,400
101-253-717.000	UNEMPLOYMENT INSURANCE	848	100		100
101-253-718.000	RETIREMENT	42,000	39,100	24,152	40,200
101-253-718.200	DEFINED CONTRIBUTION	19	400	106	600
101-253-719.000	WORKERS' COMPENSATION	420	950	392	625
101-253-728.000	OPERATING SUPPLIES	579	2,500	539	7,400
101-253-818.000	CONTRACTUAL SERVICES	11,014	11,500	6,564	11,750
101-253-833.000	EQUIPMENT MAINTENANCE		750	0	750
101-253-858.000	MEMBERSHIPS & DUES	285	350	320	300
101-253-860.000	EDUCATION & TRAINING	924	2,000		2,500
101-253-862.000	OVER & SHORT	(53)	0	(14)	0
101-253-978.000	EQUIPMENT		0	0	0
Totals for dept 253-TREASURY		226,920	232,425	138,573	242,950

INFORMATION TECHNOLOGY 101-258

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17			
* Maintain and troubleshoot the LAN (Local Area Network)	Eliminate server 2003 operating system			
* Maintain and troubleshoot the WAN (Wide Area Network) installed at five locations	Eliminate server hardware older than 7 years old			
	Upgrade remaining stations to Office 2010			
	Eliminate any computer older than 5 years old			
	Install second server for VOIP redundancy			
	Train current staff on effective use of computers.			
* Maintain firewall software for network security	Migrate and consolidate physical servers to virtual (VMWare)			
	Continue expansion of GIS mapping tools for decision making			
	CAPITAL OUTLAY			
		<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
* Oversee and maintain internet and internet e-mail	Symantec	2,400	2,400	2,400
	Tape Drive	4,600		
	Upgrade SQL	3,900		
* Oversee digital telephone system	Upgrade server	11,000		
* Purchase, standardize and refine all application software on the networks				
* Coordinate computer education and training for city personnel	Total	21,900	2,400	2,400

STAFFING SUMMARY

	CURRENT <u>2015-16</u>	PROPOSED <u>2016-17</u>
Director	0	0
Contractual	0.4	0.4
Hourly		
Total	0.4	0.4

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Personnel	-	-		0
Supplies	3,393	8,000		10,000
Other	141,096	161,775		162,000
COL	2,496	0		21,900
Total	146,945	169,775	0	193,900

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 258-INFORMATION & TECHNOLOGY					
101-258-728.000	OPERATING SUPPLIES	3,393	8,000	2,440	10,000
101-258-818.000	CONTRACTUAL SERVICES	114,469	135,000	40,855	135,000
101-258-833.000	EQUIPMENT MAINTENANCE	370	500	482	500
101-258-845.000	LEASE	26,257	26,275	26,257	26,500
101-258-978.000	EQUIPMENT	2,456	0	0	21,900
Totals for dept 258-INFORMATION & TECHNOLOGY		146,945	169,775	70,034	193,900

BUILDINGS AND GROUND MAINTENANCE 101-265

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17			
* Maintenance of city hall and grounds * Major maintenance of Shiawassee District Library 	Maintain public safety building and city hall grounds			
	CAPITAL OUTLAY			
	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	
	Total	0	0	0

STAFFING SUMMARY

	CURRENT <u>2015-16</u>	PROPOSED <u>2016-17</u>
Custodian	1	1
Total	<u>1</u>	<u>1</u>
Public Works Crews As Assigned		

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Personnel	46,229	46,775		60,150
Supplies	2,226	3,000		2,500
Other	64,787	68,125		44,000
COL	0	0		0
Total	113,242	117,900	0	106,650

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 265-BUILDING & GROUNDS					
101-265-702.200	WAGES	27,985	25,000	13,983	29,800
101-265-703.000	OTHER COMPENSATION	3,512	4,600	5,591	6,050
101-265-715.000	SOCIAL SECURITY (FICA)	2,389	2,000	1,943	2,300
101-265-716.100	HEALTH INSURANCE	3,422	6,100	3,917	6,300
101-265-716.200	DENTAL INSURANCE	417	300	327	525
101-265-716.300	OPTICAL INSURANCE	35	50	40	75
101-265-716.400	LIFE INSURANCE	67	100	53	100
101-265-716.500	DISABILITY INSURANCE	(19)	0	0	0
101-265-717.000	UNEMPLOYMENT INSURANCE	16	25	0	25
101-265-718.000	RETIREMENT	7,784	7,200	4,827	13,550
101-265-719.000	WORKERS' COMPENSATION	621	1,400	880	1,425
101-265-728.000	OPERATING SUPPLIES	2,226	3,000	915	2,500
101-265-818.000	CONTRACTUAL SERVICES	73	10,000	0	5,000
101-265-820.100	ELECTRICITY	19,685	21,500	11,178	22,000
101-265-820.200	GAS	5,138	7,500	2,364	7,500
101-265-820.300	TELEPHONE	226	325	245	500
101-265-820.400	WATER & SEWER	2,463	2,800	1,260	3,000
101-265-820.500	REFUSE		0	0	0
101-265-831.000	BUILDING MAINTENANCE	35,475	25,000	3,330	4,000
101-265-843.000	EQUIPMENT RENTAL	1,727	1,000	959	2,000
101-265-975.000	COL - BUILDING IMPROVEMENTS		0	0	0
101-265-978.000	EQUIPMENT		0	0	0
Totals for dept 265-BUILDING & GROUNDS		113,242	117,900	51,812	106,650

GENERAL ADMINISTRATION 101-299

MISSION

To contribute to the framework of community life in Owosso by providing vital municipal programs, services and infrastructure

STRATEGIES

- 1) Retain a team of public servants focused on the city's mission and committed to dependability, fairness, professionalism and efficiency in the delivery of friendly, personalized service.
- 2) Provide services and infrastructure that are reliable, technologically advanced, support new development and meet the changing needs of individual and corporate citizens.
- 3) Establish policies, undertake programs and engage in relationships that enhance Owosso's image as an attractive, well-maintained, progressive small town.
- 4) Maintain a strong financial system that uses public resources efficiently in accomplishing city goals.

SERVICE DESCRIPTION

* This fund accounts for supplies and activities serving all other city departments. Includes printing services, property and liability insurance, membership to Michigan Municipal League and Chamber of Commerce

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Personnel	-			
Supplies	15,693	20,000		
Other	276,486	281,650		307,250
COL	123,263	0		2,500
	415,442	301,650	0	309,750

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 299-GENERAL ADMIN					
101-299-719.000	WORKERS' COMPENSATION	0	0	135	200
101-299-728.000	OPERATING SUPPLIES	15,693	20,000	9,377	22,000
101-299-810.000	INSURANCE & BONDS	125,805	126,000	259,900	127,000
101-299-818.000	CONTRACTUAL SERVICES	9,549	15,000	22,486	10,000
101-299-820.300	TELEPHONE	8,533	5,000	4,032	9,000
101-299-833.000	EQUIPMENT MAINTENANCE	123	500	504	550
101-299-850.000	BAD DEBT EXPENSE	91,654	95,000	83,150	98,000
101-299-856.000	MISCELLANEOUS	1,744	1,900	1,129	2,000
101-299-858.000	MEMBERSHIPS & DUES	38,078	38,250	37,953	38,500
101-299-971.000	LAND	2,300	0	1,958	2,500
101-299-978.000	EQUIPMENT	117,685	0	0	0
101-299-978.100	COL - EQUIPMENT - INTEREST	3,278	0	0	0
Totals for dept 299-GENERAL ADMIN		414,442	301,650	420,624	309,750

POLICE 101-300

SERVICE DESCRIPTION		OPERATIONAL PLAN 2016-17			
*Patrol - Suppress illegal activity, enforce state and city laws *Traffic - enforce traffic codes, accident investigation, and traffic flow *Continue officer education *Investigate crimes within city limits * Records management and retention *Community relations and crime prevention *Court administration duties *School crossing guard program *Parking enforcement		The goal of the Owosso Public Safety Department is to provide impartial police, fire and EMS service to the citizens of Owosso. During the 2016-2017 budget year we will continue with the goals of community policing.			
		CAPITAL OUTLAY			
			<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
		Patrol Vehicle	35,700	36,000	36,000
		New Evidence Rm	6,300		
		Renovate Locker Room	50,000		
		Radios		25,000	25,000
		Total			
			92,000	61,000	61,000
		STAFFING SUMMARY			
		CURRENT		PROPOSED	
		<u>2015-16</u>		<u>2016-17</u>	
Director		0.5		0.5	
Lieutenant		0		1	
Sergeants		3		3	
Patrolmen		12		11	
Detectives		2		2	
Clerical		1.5		1.5	
P.T. Code/Parking Enfrcmnt.		0.6		0.6	
Janitor		0.5		0.5	
P.T. Reserves		0		0	
P.T. Cross/Guards		19		19	
MAGNET Officer		1		1	
Total		40.1		40.1	
BUDGET SUMMARY					
	ACTUAL	ADOPTED	AMENDED	PROPOSED	
	<u>2014-15</u>	<u>2015-16</u>	<u>2015-16</u>	<u>2016-17</u>	
Personnel	1,443,212	1,503,400		1,752,450	
Supplies	53,686	75,000		64,000	
Other	125,160	121,850		133,700	
COL	28,585	0		92,000	
Total	1,650,643	1,700,250	0	2,042,150	

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 300-POLICE					
101-300-702.100	SALARIES	939,171	963,200	631,553	1,127,500
101-300-702.120	SALARIES-MAGNET	40,520	59,500	49,120	65,500
101-300-702.200	WAGES	10,915	38,250	12,065	24,000
101-300-702.300	OVERTIME	34,916	40,000	16,760	43,100
101-300-702.400	WAGES - TEMPORARY	8,048	0	0	0
101-300-702.600	UNIFORMS	1,450	1,700	1,150	1,200
101-300-702.800	ACCRUED SICK LEAVE	6,809	6,500	19,263	6,500
101-300-703.000	CROSSING GUARDS	43,748	47,000	24,502	50,000
101-300-715.000	SOCIAL SECURITY (FICA)	24,644	21,725	16,200	29,000
101-300-716.100	HEALTH INSURANCE	206,948	196,550	127,258	218,800
101-300-716.200	DENTAL INSURANCE	8,255	8,400	7,128	11,500
101-300-716.300	OPTICAL INSURANCE	4,855	1,250	782	1,600
101-300-716.400	LIFE INSURANCE	1,171	1,250	2,359	4,200
101-300-716.500	DISABILITY INSURANCE	2,529	3,725	2,493	6,650
101-300-716.600	PHYSICALS		500	453	500
101-300-717.000	UNEMPLOYMENT INSURANCE	4,184	450	79	500
101-300-718.000	RETIREMENT	35,200	35,200	33,121	40,400
101-300-718.100	MUNICIPAL EMPLOYEES RETIREME	44,574	53,900	44,440	91,000
101-300-718.200	DEFINED CONTRIBUTION	2,255	2,350	1,530	3,500
101-300-719.000	WORKERS' COMPENSATION	23,020	21,950	19,280	27,000
101-300-728.000	OPERATING SUPPLIES	12,818	24,000	6,685	14,000
101-300-741.000	UNIFORMS & CLEANING	9,914	11,000	1,124	10,000
101-300-751.000	GAS & OIL	30,954	40,000	16,074	40,000
101-300-804.000	WITNESS JURY FEES	12	300	12	300
101-300-813.000	WRECKER SERVICE		200	0	300
101-300-818.000	CONTRACTUAL SERVICES	79,870	68,000	39,629	80,000
101-300-820.100	ELECTRICITY	8,411	9,600	5,598	9,600
101-300-820.200	GAS	5,715	11,000	2,381	5,800
101-300-820.300	TELEPHONE	6,031	5,200	3,694	6,000
101-300-820.400	WATER & SEWER	2,475	2,700	1,276	2,700
101-300-820.500	REFUSE	424	500	283	500
101-300-831.000	BUILDING MAINTENANCE	5,037	1,500	140	5,000
101-300-833.000	EQUIPMENT MAINTENANCE	611	1,000	452	1,000
101-300-833.400	EQUIP MAINT - MOBILE	11,810	17,000	10,563	15,000
101-300-856.000	MISCELLANEOUS	182	250	179	400
101-300-858.000	MEMBERSHIPS & DUES	500	600	400	600
101-300-860.000	EDUCATION & TRAINING	4,082	4,000	1,485	6,500
101-300-976.000	BUILDING ADD & IMPROVEMENTS		0	0	50,000
101-300-978.000	EQUIPMENT	28,585	0	56,435	42,000
101-300-978.100	COL - EQUIPMENT - INTEREST		0	0	0
Totals for dept 300-POLICE		1,650,643	1,700,250	1,155,946	2,042,150

FIRE DEPARTMENT 101-335

SERVICE DESCRIPTION	CAPITAL OUTLAY		
	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
* Prevention - Inspect new construction and enforce fire codes of existing commercial and industrial sites as time permits	Ambulance 160,000		200,000
	3-12 lead monitors 50,000		
	First Responder Vehicle 27,000		
* Save lives and property from fire destruction	Cot 6,000		
	Boiler Upgrade 5,000		
* Respond to hazardous material incidents and vehicle accidents	Building Imps 66,275		
	New Pumper	300,000	
* Training - Establish and supervise continuing education to maintain certification	Radios	25,000	25,000
* Education - Provide information to public on fire prevention			
* Investigation - First line investigation of suspected arson cases			
* Ambulance - Provide advanced emergency medical care			
Total	314,275	325,000	225,000

OPERATIONAL PLAN 2016-17

Deliver Public Safety services in an equitable and efficient manner and to partner with our community to resolve issues and problems while ensuring the safety and security of our citizens and all others in our city.

STAFFING SUMMARY

	CURRENT 2014-2015	PROPOSED <u>2015-2016</u>
Director	0.5	0.5
Captains	3	3
Lieutenants	3	3
Clerical	0.5	0.5
Mechanics/Fire	3	3
Fire Fighters	9	9
Reserves	10	10
Total	29	29

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Personnel	1,437,328	1,511,600		1,648,800
Supplies	56,055	74,000		87,000
Other	123,110	136,800		152,400
COL	16,512	174,025		314,275
Total	1,633,005	1,896,425	0	2,202,475

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 335-FIRE					
101-335-702.100	SALARIES	860,867	902,200	608,085	983,500
101-335-702.200	WAGES	656	1,000	166	3,000
101-335-702.300	OVERTIME	116,987	131,825	60,049	130,000
101-335-702.400	WAGES - TEMPORARY	271	3,000	29	3,000
101-335-702.500	MEAL ALLOWANCE	13,608	13,700	13,555	13,700
101-335-702.600	UNIFORMS	1,300	1,800	1,300	1,800
101-335-702.800	ACCRUED SICK LEAVE	6,713	6,000	7,494	9,200
101-335-715.000	SOCIAL SECURITY (FICA)	17,745	19,700	12,101	20,000
101-335-716.100	HEALTH INSURANCE	232,235	245,200	146,654	252,000
101-335-716.200	DENTAL INSURANCE	7,731	8,875	5,250	8,700
101-335-716.300	OPTICAL INSURANCE	5,022	2,000	790	2,000
101-335-716.400	LIFE INSURANCE	1,589	1,800	1,633	4,600
101-335-716.500	DISABILITY INSURANCE	7,914	8,900	5,866	10,200
101-335-716.600	PHYSICALS	1,777	7,500	1,632	5,000
101-335-717.000	UNEMPLOYMENT INSURANCE	1,984	900	23	900
101-335-718.000	RETIREMENT	127,500	127,000	83,535	154,500
101-335-718.200	DEFINED CONTRIBUTION	2,101	2,700	1,524	2,300
101-335-719.000	WORKERS' COMPENSATION	31,328	27,500	21,864	44,400
101-335-728.000	OPERATING SUPPLIES	4,812	6,500	3,392	14,500
101-335-728.100	SUPPLIES	13,237	27,000	15,540	30,000
101-335-741.000	UNIFORMS & CLEANING	9,486	12,500	2,084	14,500
101-335-751.000	GAS & OIL	28,520	28,000	12,186	28,000
101-335-818.000	CONTRACTUAL SERVICES	60,688	67,100	38,035	70,000
101-335-820.100	ELECTRICITY	11,070	11,900	6,583	12,000
101-335-820.200	GAS	5,715	6,900	2,381	6,000
101-335-820.300	TELEPHONE	2,634	1,800	1,214	2,800
101-335-820.400	WATER & SEWER	2,475	2,600	1,276	2,600
101-335-820.500	REFUSE	424	500	283	500
101-335-831.000	BUILDING MAINTENANCE	7,311	6,500	3,213	9,000
101-335-833.000	EQUIPMENT MAINTENANCE	2,207	4,500	3,230	6,000
101-335-833.400	EQUIP MAINT - MOBILE	27,224	30,000	28,746	35,000
101-335-860.000	EDUCATION & TRAINING	3,362	5,000	2,598	8,500
101-335-976.000	BUILDING ADD & IMPROVEMENTS		0	0	66,275
101-335-978.000	EQUIPMENT	16,512	174,025	136,588	248,000
Totals for dept 335-FIRE		1,633,005	1,896,425	1,228,899	2,202,475

BUILDING & CODE ENFORCEMENT 101-370

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17		
* Review and approve building permits, including consultation on building codes and zoning requirements and inspections for safety and building compliance; plan reviews	Increase education of local community by promoting building safety		
* Ordinance enforcement in response to complaints	Continue code enforcement program and include property maintenance and rental inspections		
* Consult on existing city-owned properties in relation to construction and repair costs	CAPITAL OUTLAY		
	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
* Analysis of privately-owned rental properties as to code compliance			
* Report to city council and management on construction activity in the city			
* Pre-purchase inspection service	Total	0	0

STAFFING SUMMARY

	CURRENT <u>2015-16</u>	PROPOSED <u>2016-17</u>
Building Inspector	1	1
Clerical	0.75	1
Code Enforcement		0.5
Rental Inspections		0.25
Total	1.75	2.75

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Personnel	130,038	132,350		176,700
Supplies	2,366	4,000		4,000
Other	18,776	25,700		28,700
COL	0	0		0
Total	151,180	162,050	0	209,400

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 370-BUILDING AND SAFETY					
101-370-702.100	SALARIES	94,722	95,700	55,921	123,525
101-370-702.800	ACCRUED SICK LEAVE			4,718	0
101-370-715.000	SOCIAL SECURITY (FICA)	7,419	7,700	4,749	9,950
101-370-716.100	HEALTH INSURANCE	11,452	13,000	11,439	32,825
101-370-716.200	DENTAL INSURANCE	1,126	1,300	901	1,500
101-370-716.300	OPTICAL INSURANCE	116	175	103	250
101-370-716.400	LIFE INSURANCE	554	600	349	850
101-370-716.500	DISABILITY INSURANCE	882	1,075	571	1,500
101-370-717.000	UNEMPLOYMENT INSURANCE	46	100	22	100
101-370-718.000	RETIREMENT	10,175	9,000	3,158	0
101-370-718.200	DEFINED CONTRIBUTION	2,770	2,900	1,935	5,200
101-370-719.000	WORKERS' COMPENSATION	776	800	384	1,000
101-370-728.000	OPERATING SUPPLIES	2,366	4,000	923	4,000
101-370-818.000	CONTRACTUAL SERVICES	16,771	22,000	14,245	25,000
101-370-820.300	TELEPHONE	695	500	377	500
101-370-833.000	EQUIPMENT MAINTENANCE		100	0	100
101-370-856.000	MISCELLANEOUS		100	0	100
101-370-858.000	MEMBERSHIPS & DUES	255	1,000	508	1,000
101-370-860.000	EDUCATION & TRAINING	1,055	2,000	40	2,000
101-370-978.000	EQUIPMENT		0	0	0
Totals for dept 370-BUILDING AND SAFETY		151,180	162,050	100,343	209,400

PUBLIC WORKS 101-441

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17		
* Street sweeping - 120 curb miles	Implement Transition Plan for Retirement of Key Public Works Employees Assemble Key Data for Bond Proposal Provide Additional Crews to Public Utilities for Major Water Main Replacements		
* Street maintenance			
* Removal of snow and ice of over 70 miles of streets & alleys; 3,002 tons salt used			
* Tree planting, trimming and removal; 200 trees planted			
	CAPITAL OUTLAY		
* Cross trained with public utilities crews	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
* Storm sewer inspection and maintenance	metal roof on grey barn	30,000	
* Paint striping of streets and parking lots			
* Respond to citizen service requests			
* Coordinate projects for volunteer organizations to perform public service			
Total	30,000	0	0

STAFFING SUMMARY

	CURRENT <u>2015-16</u>	PROPOSED <u>2016-17</u>
Director	1	1
Supervisory	1	1
Clerical	1	1
Technical	1	1
Skilled Operators	6	8
Laborer	2	0
make laborers operators		
Total	12	12

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Personnel	230,308	189,425		213,900
Supplies	5,348	5,200		7,000
Other	405,013	309,700		316,000
COL	0	0		30,000
Total	640,669	504,325	0	566,900

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 441-PUBLIC WORKS					
101-441-702.100	SALARIES	88,649	56,800	46,451	78,700
101-441-702.200	WAGES	40,063	47,000	41,223	42,000
101-441-702.400	WAGES - TEMPORARY	3,449	4,600	2,233	0
101-441-703.000	OTHER COMPENSATION	12,168	10,900	38,004	10,100
101-441-715.000	SOCIAL SECURITY (FICA)	13,068	8,800	20,249	10,025
101-441-716.100	HEALTH INSURANCE	29,621	30,500	71,653	36,900
101-441-716.200	DENTAL INSURANCE	1,584	1,700	3,095	2,025
101-441-716.300	OPTICAL INSURANCE	381	300	455	350
101-441-716.400	LIFE INSURANCE	513	500	734	525
101-441-716.500	DISABILITY INSURANCE	831	950	1,546	925
101-441-717.000	UNEMPLOYMENT INSURANCE	335	375	21	175
101-441-718.000	RETIREMENT	28,229	19,800	31,532	26,150
101-441-718.200	DEFINED CONTRIBUTION	6,898	2,050	4,902	1,300
101-441-719.000	WORKERS' COMPENSATION	4,519	5,150	17,314	4,725
101-441-728.000	OPERATING SUPPLIES	3,775	3,000	1,039	4,000
101-441-751.000	GAS & OIL	1,573	2,200	972	3,000
101-441-818.000	CONTRACTUAL SERVICES	6,149	12,000	1,536	5,000
101-441-820.100	ELECTRICITY	9,094	10,500	5,081	20,000
101-441-820.200	GAS	5,693	8,000	2,185	8,000
101-441-820.300	TELEPHONE	4,858	4,000	2,961	5,000
101-441-820.400	WATER & SEWER	948	1,000	466	1,000
101-441-820.500	REFUSE	1,650	1,700	1,018	2,000
101-441-821.000	STREET LIGHTING	209,447	190,000	113,784	200,000
101-441-822.000	DISPOSAL AREA(LANDFILL)	89,716	0	0	0
101-441-831.000	BUILDING MAINTENANCE	7,368	7,000	1,739	7,000
101-441-831.100	STORM SEWER MAINTENANCE	25,436	25,500	7,247	26,000
101-441-836.200	TREES & GARDEN	142	7,000	(100)	1,000
101-441-838.000	MISCELLANEOUS OPERATIONS	961	3,000	(925)	4,000
101-441-843.000	EQUIPMENT RENTAL	40,422	34,000	19,239	30,000
101-441-860.000	EDUCATION & TRAINING	2,617	5,000	1,255	6,000
101-441-860.100	SAFETY TRAINING	512	1,000	225	1,000
101-441-975.000	COL - BUILDING IMPROVEMENTS		0	0	30,000
Totals for dept 441-PUBLIC WORKS		640,669	504,325	437,134	566,900

LEAF AND BRUSH COLLECTION 101-528

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17		
* Decrease incidence of leaf burning by making available the pickup of fall leaves from all four quadrants of the city * Process more than 15,000 cubic yard of leaves * Provide leaf and brush drop-off area to city residents 	Provide leaf pickup to city residents Provide monthly brush pickup Grind brush 4 times Turn compost monthly		
	CAPITAL OUTLAY		
	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
Total	0	0	0

STAFFING SUMMARY

CURRENT	PROPOSED
<u>2015-16</u>	<u>2016-17</u>
Public Works Crews As Assigned	

BUDGET SUMMARY

	<u>ACTUAL</u> <u>2014-15</u>	<u>ADOPTED</u> <u>2015-16</u>	<u>AMENDED</u> <u>2015-16</u>	<u>PROPOSED</u> <u>2016-17</u>
Personnel	82,616	124,600		94,000
Supplies	993	2,000		2,000
Other	131,445	149,000		165,000
COL	0	0		0
Total	215,054	275,600	0	261,000

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 528-LEAF AND BRUSH COLLECTION					
101-528-702.200	WAGES	44,643	63,500	40,270	47,000
101-528-716.000	FRINGES	28,132	44,500		47,000
101-528-728.000	OPERATING SUPPLIES	993	2,000	1,485	2,000
101-528-818.000	CONTRACTUAL SERVICES	17,000	4,000	4,500	20,000
101-528-843.000	EQUIPMENT RENTAL	114,445	145,000	106,841	145,000
Totals for dept 528-LEAF AND BRUSH COLLECTION		215,054	275,600	153,096	261,000

PARKING 101-585

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17		
* Sweeping, paint striping, snow removal, crack sealing & lighting of 14 parking lots and over 500 street spaces 			
	CAPITAL OUTLAY		
	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
Total	0	0	0

STAFFING SUMMARY

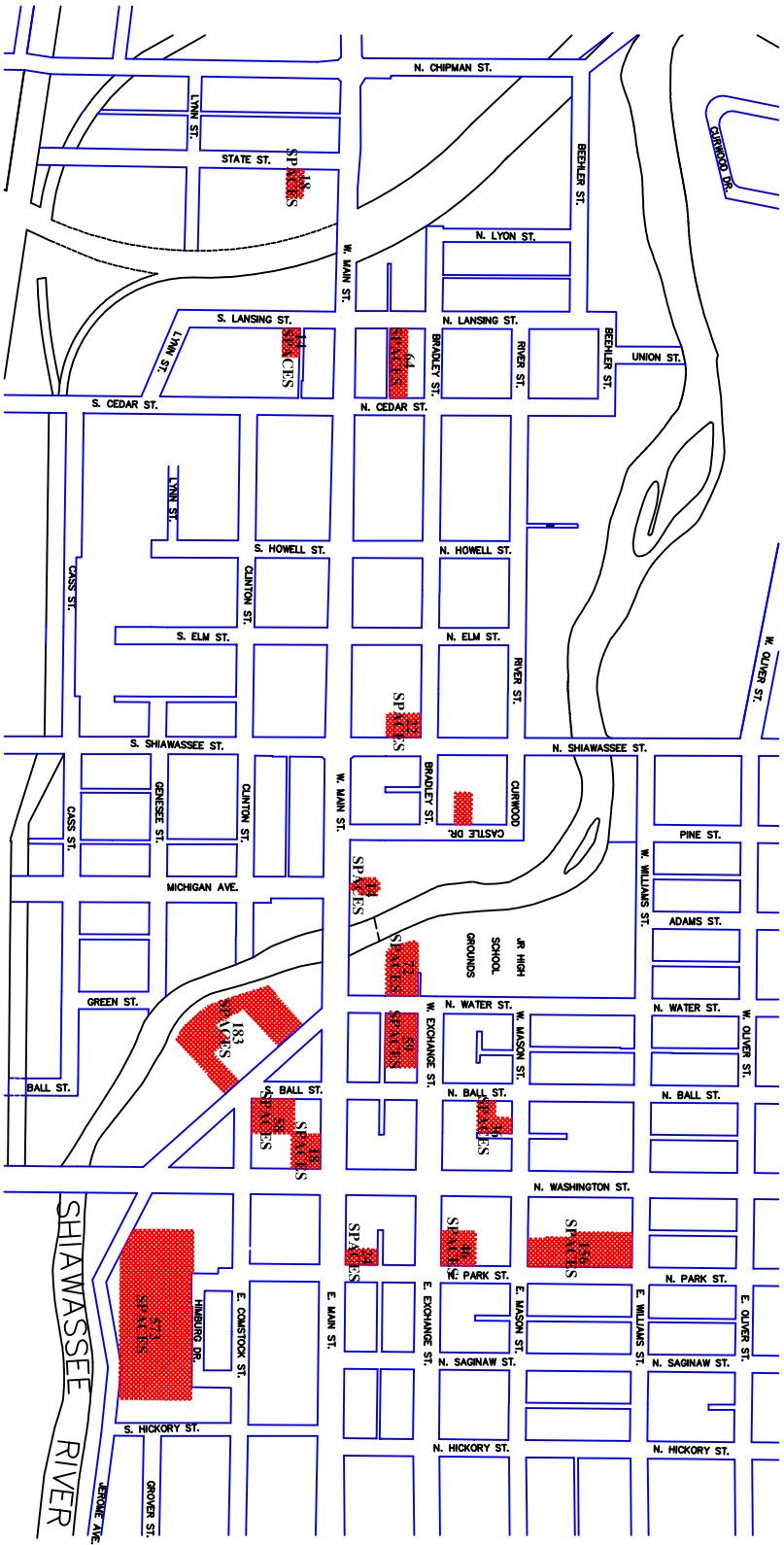
Public Works Crews As Assigned

BUDGET SUMMARY

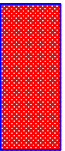
	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Personnel	11,706	15,700		23,000
Supplies	3,868	4,000		4,000
Other	15,787	16,500		19,000
COL	6,916	0		
Total	38,277	36,200	0	46,000

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 585-PARKING					
101-585-702.200	WAGES	6,239	8,000	7,520	11,000
101-585-703.000	OTHER COMPENSATION	1,427	2,100	0	2,700
101-585-716.000	FRINGES	4,040	5,600	0	9,300
101-585-728.000	OPERATING SUPPLIES	3,868	4,000	1,787	4,000
101-585-818.000	CONTRACTUAL SERVICES	2,056		2,351	1,000
101-585-834.000	MAINTENANCE	669	2,000	1,765	2,000
101-585-843.000	EQUIPMENT RENTAL	13,062	14,500	9,248	16,000
101-585-974.000	CAPITAL OUTLAY	6,100	0	0	0
Totals for dept 585-PARKING		38,277	36,200	85,143	46,000

CITY OF OWOSSO



PUBLIC PARKING FACILITIES



COMMUNITY DEVELOPMENT 101-728

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17			
* Community analysis, design and planning for all types of land use	Seek grant funding for major park projects			
	Update Park and Recreation Master Plan Due in 2017			
	Coordinate Zoning Ordinance Updates			
	Oversee Downtwon Façade Program			
	Provide administration for intergovernmental trail agreement and maintenance			
* Staff support for planning commission and zoning board of appeals and brownfield authority				
* Industrial, residential and commercial redevelopment				
	CAPITAL OUTLAY			
* Administrative oversight of assessing, housing and building departments		<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
* Grants coordinator	Total	0	0	0
	STAFFING SUMMARY			
	CURRENT	PROPOSED		
	<u>2015-16</u>	<u>2016-17</u>		
Director	1	1		
Asst. Com. Development		0.5		
Clerical	0.25	0.25		
Total	1.25	1.75		
BUDGET SUMMARY				
	ACTUAL	ADOPTED	AMENDED	PROPOSED
	<u>2014-15</u>	<u>2015-16</u>	<u>2015-16</u>	<u>2016-17</u>
Personnel	104,061	105,725		108,175
Supplies	1,538	1,500		1,500
Other	5,280	8,100		10,100
COL		0		0
Total	110,879	115,325	0	119,775

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 728-COMMUNITY DEVELOPMENT					
101-728-702.100	SALARIES	72,233	73,700	45,125	82,800
101-728-702.400	WAGES - TEMPORARY	104	0	76	0
101-728-702.800	ACCRUED SICK LEAVE	826	0	1,164	1,000
101-728-715.000	SOCIAL SECURITY (FICA)	5,304	5,650	3,469	6,700
101-728-716.100	HEALTH INSURANCE	17,532	18,000	6,583	11,000
101-728-716.200	DENTAL INSURANCE	548	950	319	1,150
101-728-716.300	OPTICAL INSURANCE	93	125	37	200
101-728-716.400	LIFE INSURANCE	531	550	356	675
101-728-716.500	DISABILITY INSURANCE	739	775	500	900
101-728-717.000	UNEMPLOYMENT INSURANCE	23	50		50
101-728-718.000	RETIREMENT	3,350	3,000	598	0
101-728-718.200	DEFINED CONTRIBUTION	2,530	2,600	1,786	3,350
101-728-719.000	WORKERS' COMPENSATION	248	325	212	350
101-728-728.000	OPERATING SUPPLIES	1,538	1,500	921	1,500
101-728-818.000	CONTRACTUAL SERVICES	923	3,000	1,450	5,000
101-728-833.000	EQUIPMENT MAINTENANCE		100	0	100
101-728-858.000	MEMBERSHIPS & DUES	106	1,000	1,701	1,000
101-728-860.000	EDUCATION & TRAINING	4,251	4,000	2,873	4,000
101-728-978.000	EQUIPMENT		0	0	0
Totals for dept 728-COMMUNITY DEVELOPMENT		110,879	115,325	67,170	119,775

PARKS 101-756

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17		
* Mow all parks, including soccer fields, amphitheater and ball diamonds on a twice weekly schedule; mow more than 120 acres	Coordinate Work With Parks and Recreation Committee to Complete Projects Funded By Donations		
	CAPITAL OUTLAY		
	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
* Coordinate volunteer organizations and seasonal employees to enhance facilities	Skate Park	350,000	
* Maintain park pavilions, tennis courts, volleyball courts, basketball courts, soccer fields, ball fields, splash pads, ice rink and skate park			
	0	350,000	

STAFFING SUMMARY

Public Works crews and seasonal workers

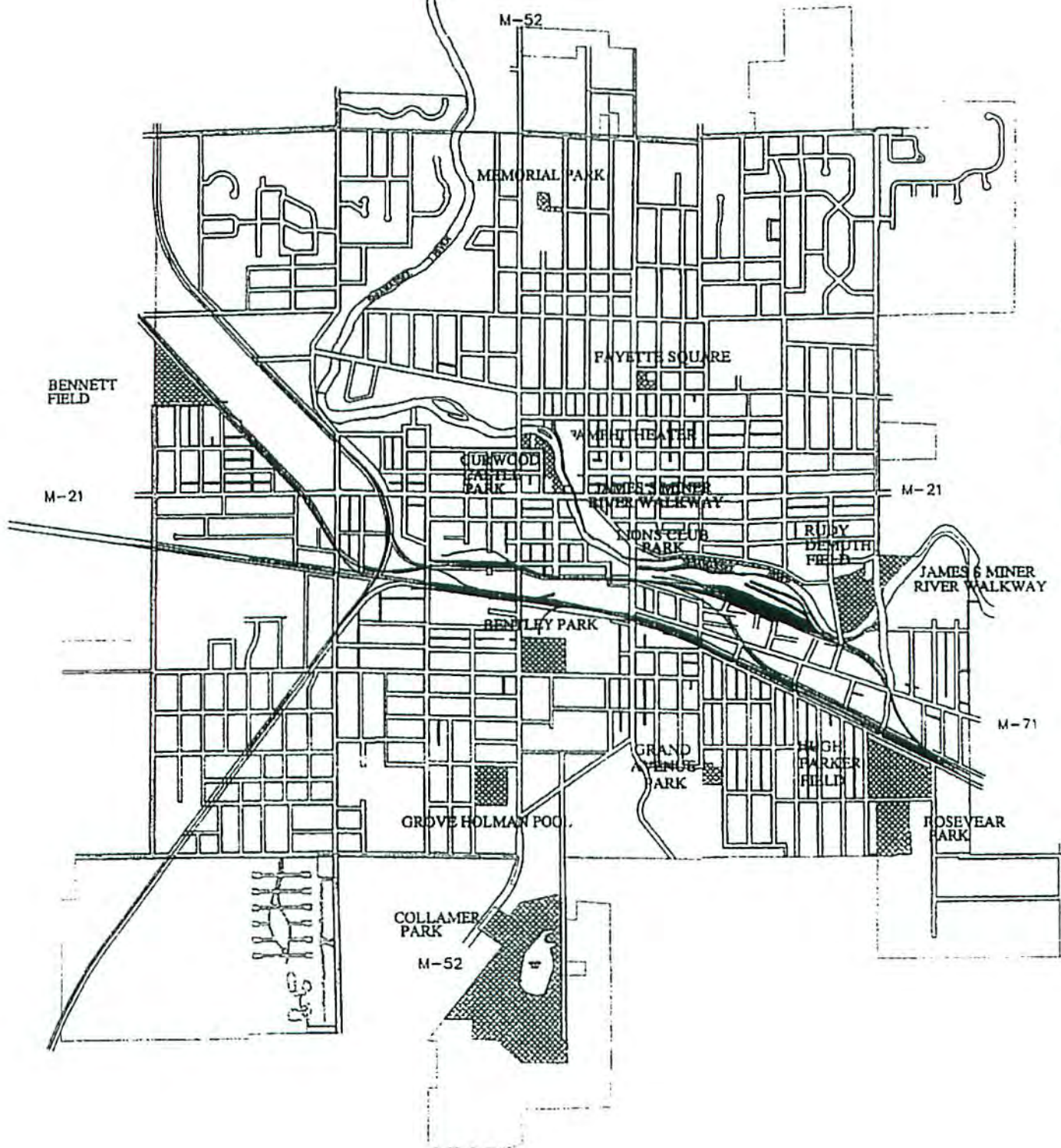
BUDGET SUMMARY	
Revenue	1000000
Expenses	800000
Profit	200000

	ACTUAL	ADOPTED	AMENDED	PROPOSED
	<u>2014-15</u>	<u>2015-16</u>	<u>2015-16</u>	<u>2016-17</u>
Personnel	122,838	126,700		103,850
Supplies	2,322	1,000		3,000
Other	141,504	100,700		83,000
COL	5,670			0
Total	272,334	228,400	0	189,850

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 756-PARKS					
101-756-702.200	WAGES	64,455	65,600	32,246	56,000
101-756-703.000	OTHER COMPENSATION	15,351	15,100		1,350
101-756-716.000	FRINGES	43,032	46,000		46,500
101-756-728.000	OPERATING SUPPLIES	2,322	1,000	110	3,000
101-756-818.000	CONTRACTUAL SERVICES	6,415	5,500	3,352	6,000
101-756-820.100	ELECTRICITY	9,043	10,500	5,132	12,000
101-756-820.400	WATER & SEWER	5,885	5,000	2,738	5,000
101-756-820.500	REFUSE	622	700	416	1,000
101-756-831.000	BUILDING MAINTENANCE	13,723	18,000	9,690	0
101-756-831.200	BLDG MAINTENANCE-BALLFIELDS	1,125	3,000	551	0
101-756-836.200	TREES & GARDEN	1,100	0	0	1,000
101-756-836.200-EM	EMERSON GROVE TREE PLANTING	1,000	0	0	0
101-756-843.000	EQUIPMENT RENTAL	84,057	58,000	42,880	58,000
101-756-971.000	LAND		0	0	0
101-756-974.000	LAND IMPROVEMENTS	5,670	0	4,675	0
101-756-974.000-BN	SYSTEM IMPROVEMENTS		0	0	0
Totals for dept 756-PARKS		272,334	228,400	101,790	189,850

HARMON
PATRIDGE
PARK

CITY OF OWOSSO PARKS



CITY OF OWOSSO PARKS



Hopkins Lake



Amphitheater



Rudy Demuth Field



Holman Park



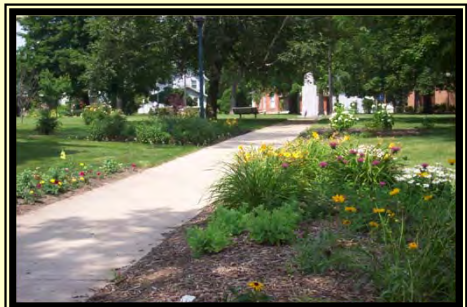
Rosevear Park



Bennett Field



Collamer Park



Fayette Square



Harmon Patridge Park



Curwood Castle Park



James Miner Walkway



Memorial Park



Hugh Parker Soccer Field



Grand Avenue Park



Skate Park

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET

Dept 966-TRANSFERS OUT					
101-966-999.297	TRANSFER TO HISTORICAL COMM	52,355	43,850	29,234	43,850
101-966-999.700	TRANSFER TO AIRPORT	5,234	7,000	5,234	7,000
101-966-999.731	TRANSFER-RETIREMENT	67,164	78,450		126,550
Totals for dept 966-TRANSFERS OUT		124,753	129,300	34,468	177,400

NET OF REVENUES/APPROPRIATIONS - FUND 101		6,643,891	6,833,200	4,546,893	7,723,050

MAJOR STREET FUND:202

SERVICE DESCRIPTION

- * Storm sewer
- * Street reconstruction
- * Street maintenance - 24.41 miles
- * Traffic control
- * Bridges
- * Snow and ice control
- * Trees
- * Sidewalk maintenance - city property

STREET IMPROVEMENT PLAN

	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
Gould street mill and pave M21 to M71	621,625		
Oliver street reconstruction Washington to Gould St.		1,186,000	
Repair bricks downtown- Maintenance	15,000	15,000	15,000
Total	636,625	1,201,000	15,000

STAFFING SUMMARY

CURRENT	PROPOSED
<u>2015-16</u>	<u>2016-17</u>
Engineer, Supervisor, CAD Operator and Crews as Assigned	
Public Works and Public Utilities Crews As Assigned	

BUDGET SUMMARY

	ACTUAL	ADOPTED	AMENDED	PROPOSED
	<u>2014-15</u>	<u>2015-16</u>	<u>2015-16</u>	<u>2016-17</u>
Construction	54,472	0		621,625
Maintenance	517,096	541,450		640,900
Engineering	143,173	151,300		167,500
Transfers	262,562	167,800		65,800
Total	977,303	860,550	0	1,495,825

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 202 - MAJOR STREET FUND					
Dept 000					
202-000-501.506	GRANT-FEDERAL	0	0	0	352,000
202-000-539.529	STATE SOURCES	29,632	0	0	29,600
202-000-539.546	TRUNKLINE MAINTENANCE	53,586	59,000	14,059	54,000
202-000-539.569	GAS & WEIGHT TAX	753,775	750,500	392,806	963,400
202-000-580.000	CONTRIBUTION FROM TOWNSHIP	0	0	0	0
202-000-671.694	MISCELLANEOUS	66,731	0	30,059	22,500
202-000-695.411	TRANSFER FROM STREET PROGRAM	54,475	0	0	0
202-000-695.672	SPECIAL ASSESSMENT	29,793	17,550	0	74,325
202-000-695.698	OTHER FINANCING SOURCES	0	0	0	0
202-000-695.699	APPROPRIATION OF FUND BALANCE	0	0	0	0
Totals for dept 000-		987,992	860,550	436,924	1,495,825
NET OF REVENUES/APPROPRIATIONS - FUND 202		987,992	860,550	436,924	1,495,825

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 202 - MAJOR STREET FUND					
Dept 451-CONSTRUCTION					
202-451-702.200	WAGES				
202-451-716.000	FRINGES		0	0	0
202-451-728.000	OPERATING SUPPLIES		0	192	0
202-451-818.000	CONTRACTUAL SERVICES	1,590	0	10,886	621,625
202-451-818.000-GC	CONTRACTUAL SERVICES	52,882	0	0	0
202-451-818.000-SO	CONTRACTUAL SERVICES		0	0	0
202-451-843.000	EQUIPMENT RENTAL		0	0	0
Totals for dept 451-CONSTRUCTION		54,472		11,078	621,625
Dept 463-STREET MAINTENANCE					
202-463-702.200	WAGES	44,051	42,600	19,483	34,500
202-463-716.000	FRINGES	41,281	39,700	0	34,500
202-463-728.000	OPERATING SUPPLIES	24,917	24,000	6,089	10,000
202-463-818.000	CONTRACTUAL SERVICES	66,604	90,000	49,167	274,325
202-463-843.000	EQUIPMENT RENTAL	84,336	72,500	38,450	60,500
Totals for dept 463-STREET MAINTENANCE		261,189	268,800	113,189	413,825
Dept 473-BRIDGE MAINTENANCE					
202-473-702.200	WAGES	482	600	0	500
202-473-716.000	FRINGES	458	600	0	500
202-473-728.000	OPERATING SUPPLIES		0	0	50
202-473-818.000	CONTRACTUAL SERVICES	699	1,500	2,433	700
202-473-843.000	EQUIPMENT RENTAL	189	400	0	300
Totals for dept 473-BRIDGE MAINTENANCE		1,828	3,100	2,433	2,050
Dept 474-TRAFFIC SERVICES-MAINTENANCE					
202-474-702.200	WAGES	3,159	2,600	871	2,000
202-474-716.000	FRINGES	2,956	2,500	0	2,000
202-474-728.000	OPERATING SUPPLIES	3,053	3,000	825	3,000
202-474-818.000	CONTRACTUAL SERVICES	14,989	17,500	14,320	15,000
202-474-820.000	UTILITIES	2,775	3,450	569	3,500
202-474-843.000	EQUIPMENT RENTAL	1,567	1,200	865	1,500
Totals for dept 474-TRAFFIC SERVICES-MAINTENANCE		28,499	30,250	17,450	27,000
Dept 478-SNOW & ICE CONTROL					
202-478-702.200	WAGES	17,676	24,000	9,933	20,000
202-478-716.000	FRINGES	16,308	22,400	0	20,000
202-478-728.000	OPERATING SUPPLIES	45,541	50,000	20,108	50,000
202-478-818.000	CONTRACTUAL SERVICES		0	0	0
202-478-843.000	EQUIPMENT RENTAL	40,166	52,000	21,331	35,000
Totals for dept 478-SNOW & ICE CONTROL		119,691	148,400	51,372	125,000

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 480-TREE TRIMMING					
202-480-702.200	WAGES	10,637	5,200	3,603	8,000
202-480-716.000	FRINGES	10,048	4,900		8,000
202-480-728.000	OPERATING SUPPLIES	235	1,000	100	1,000
202-480-818.000	CONTRACTUAL SERVICES	11,760	0	0	0
202-480-843.000	EQUIPMENT RENTAL	17,012	9,950	8,315	8,500
Totals for dept 480-TREE TRIMMING		49,692	21,050	12,018	25,500
Dept 482-ADMINISTRATION & ENGINEERING					
202-482-702.100	SALARIES	50,961	54,100	34,696	56,000
202-482-715.000	SOCIAL SECURITY (FICA)	3,904	4,850	2,659	4,800
202-482-716.100	HEALTH INSURANCE	4,196	9,250	2,859	5,300
202-482-716.200	DENTAL INSURANCE	309	600	193	525
202-482-716.300	OPTICAL INSURANCE	28	75	24	50
202-482-716.400	LIFE INSURANCE	176	225	123	175
202-482-716.500	DISABILITY INSURANCE	295	400	206	350
202-482-718.000	RETIREMENT	10,000	5,600	5,962	3,200
202-482-719.000	WORKERS' COMPENSATION	204	900	412	600
202-482-801.000	PROFESSIONAL SERVICES: ADMINIS	200	300	0	500
202-482-999.101	CONTRIBUTION-GF ADMIN	72,900	75,000	50,000	96,000
Totals for dept 482-ADMINISTRATION & ENGINEERING		143,173	151,300	97,134	167,500
Dept 484-TRUNKLINE SUPERVISOR					
202-484-702.100	SALARIES	5,717	5,400	1,284	5,900
Totals for dept 484-TRUNKLINE SUPERVISOR		5,717	5,400	1,284	5,900
Dept 485-LOCAL STREET TRANSFER					
202-485-999.203	TRANSFER TO LOCAL STREET	262,562	167,800	52,087	65,800
Totals for dept 485-LOCAL STREET TRANSFER		262,562	167,800	52,087	65,800
Dept 486-TRUNKLINE SURFACE MAINTENANCE					
202-486-702.200	WAGES	822	1,500	165	900
202-486-716.000	FRINGES	771	1,400	0	900
202-486-728.000	OPERATING SUPPLIES	358	1,500	5	1,500
202-486-818.000	CONTRACTUAL SERVICES		0	0	0
202-486-843.000	EQUIPMENT RENTAL	635	800	68	600
Totals for dept 486-TRUNKLINE SURFACE MAINTENANCE		2,586	5,200	238	3,900
Dept 488-TRUNKLINE SWEEPING & FLUSHING					
202-488-702.200	WAGES	356	500	540	400
202-488-716.000	FRINGES	339	500	0	400
202-488-818.000	CONTRACTUAL SERVICES		0	0	0
202-488-843.000	EQUIPMENT RENTAL	1,598	2,200	2,380	1,600
Totals for dept 488-TRUNKLINE SWEEPING & FLUSHING		2,293	3,200	2,920	2,400

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 490-TRUNKLINE TREE TRIIM & REMOVAL					
202-490-702.200	WAGES		0	55	100
202-490-716.000	FRINGES		0	0	100
202-490-818.000	CONTRACTUAL SERVICES	0	0	0	0
202-490-843.000	EQUIPMENT RENTAL		0	200	100
Totals for dept 490-TRUNKLINE TREE TRIIM & REMOVAL				255	300
Dept 491-TRUNKLINE STORM DRAIN, CURBS					
202-491-702.200	WAGES	1,128	500	36	500
202-491-716.000	FRINGES	1,074	500	0	500
202-491-728.000	OPERATING SUPPLIES	0	0	0	0
202-491-818.000	CONTRACTUAL SERVICES			3,300	0
202-491-843.000	EQUIPMENT RENTAL	1,312	350	0	500
Totals for dept 491-TRUNKLINE STORM DRAIN, CURBS				3,336	1,500
Dept 492-TRUNKLINE ROADSIDE CLEANUP					
202-492-702.200	WAGES	85	100	0	75
202-492-716.000	FRINGES	81	100	0	75
202-492-728.000	OPERATING SUPPLIES	0	0	0	0
202-492-843.000	EQUIPMENT RENTAL	95	100	0	75
Totals for dept 492-TRUNKLINE ROADSIDE CLEANUP				300	225
Dept 494-TRUNKLINE TRAFFIC SIGNS					
202-494-702.200	WAGES	182	100	128	100
202-494-716.000	FRINGES	173	100	0	100
202-494-818.000	CONTRACTUAL SERVICES	0	0	0	0
202-494-843.000	EQUIPMENT RENTAL	73	50	182	100
Totals for dept 494-TRUNKLINE TRAFFIC SIGNS				310	300
Dept 496-TRUNKLINE TRAFFIC SIGNALS					
202-496-702.200	WAGES	19	100	75	50
202-496-716.000	FRINGES	18	100	0	50
202-496-728.000	OPERATING SUPPLIES	0	0	0	0
202-496-818.000	CONTRACTUAL SERVICES			0	0
202-496-820.100	ELECTRICITY	1,264	1,300	738	1,300
202-496-843.000	EQUIPMENT RENTAL	9	50	115	100
Totals for dept 496-TRUNKLINE TRAFFIC SIGNALS				928	1,500

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 497-TRUNKLINE SNOW & ICE CONTROL					
202-497-702.200	WAGES	3,428	5,200	1,999	3,000
202-497-716.000	FRINGES	3,264	4,900	0	3,000
202-497-728.000	OPERATING SUPPLIES	16,647	18,000	6,922	8,000
202-497-818.000	CONTRACTUAL SERVICES		0	0	0
202-497-843.000	EQUIPMENT RENTAL	7,708	12,000	4,463	8,500
Totals for dept 497-TRUNKLINE SNOW & ICE CONTROL		31,047	40,100	13,384	22,500
Dept 502-TRUNKLINE LEAVE & INS BENEFITS					
202-502-702.200	WAGES	8,764	12,500	2,434	9,000
Totals for dept 502-TRUNKLINE LEAVE & INS BENEFITS		8,764	12,500	2,434	9,000
NET OF REVENUES/APPROPRIATIONS - FUND 202		977,303	860,550	381,850	1,495,825

LOCAL STREET FUND: 203

SERVICE DESCRIPTION

- * Storm sewer
- * Street reconstruction
- * Street maintenance - 47.53 Miles
- * Traffic control
- * Snow and ice control
- * Trees
- * Sidewalk maintenance on city property

STREET IMPROVEMENT PLAN

2016-17 2017-18 2018-19

Total 0 0 0

STAFFING SUMMARY

CURRENT PROPOSED
2015-16 2016-17

Engineer, Supervisor, CAD Operator, Support As Assigned

Public Works & Public Utilities Crews As Assigned

BUDGET SUMMARY

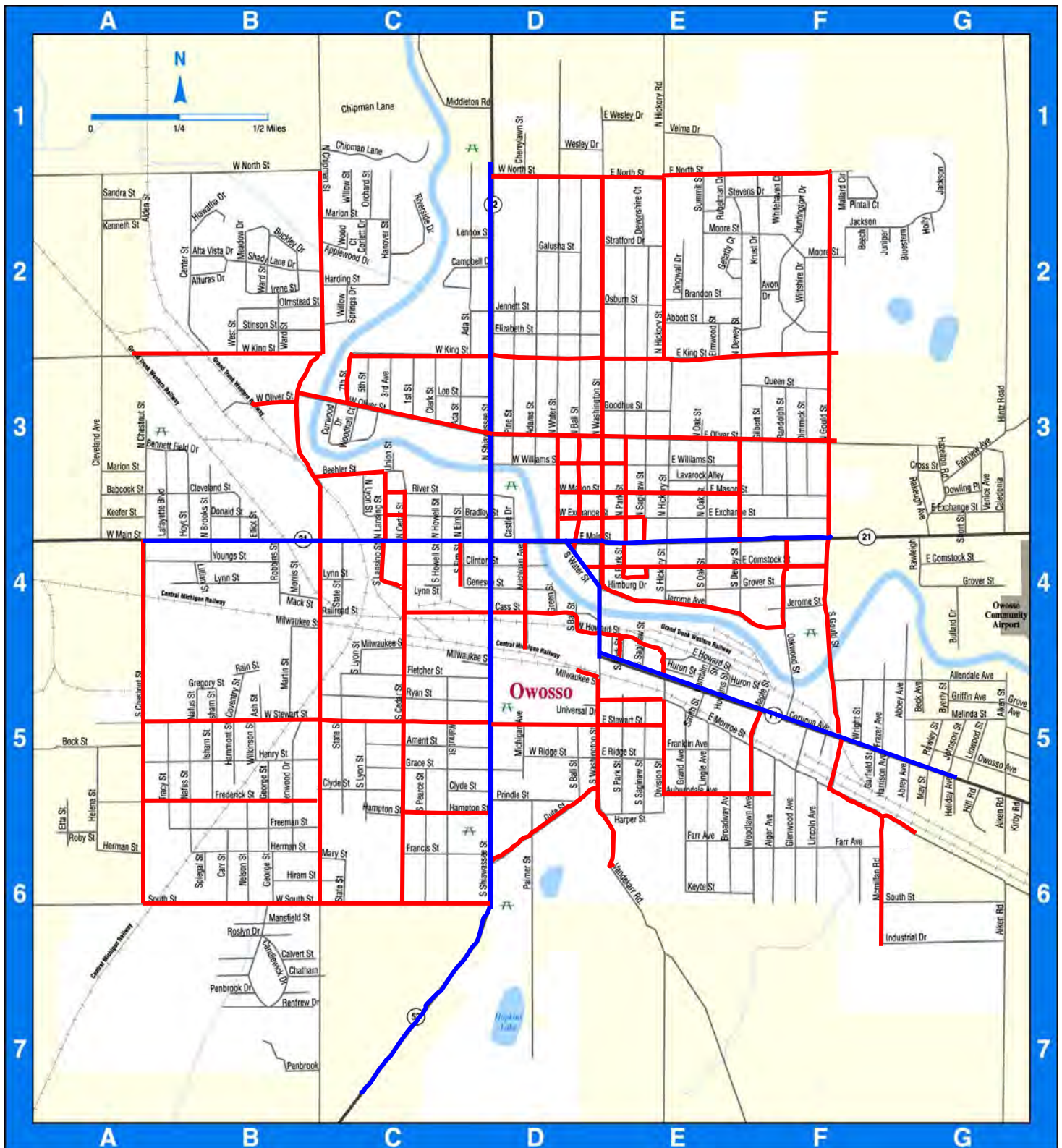
	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Construction	75,471	37,600		0
Maintenance	522,414	362,900		348,700
Engineering	112,602	142,075		125,800
Transfers	0	0		0
Total	710,487	542,575	0	474,500

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 203 - LOCAL STREET FUND					
Dept 000					
203-000-539.529	STATE SOURCES	10,411	11,800		10,400
203-000-539.569	GAS & WEIGHT TAX	274,818	273,725	183,896	351,400
203-000-671.694	MISCELLANEOUS	23,446	0	10,561	0
203-000-695.202	MAJOR STREET TRANSFER	262,562	167,800	52,087	65,800
203-000-695.411	TRANSFER FROM CAPITAL PROJECTS	25,300	37,600	0	0
203-000-695.672	SPECIAL ASSESSMENT	96,656	51,650	0	46,050
203-000-695.698	OTHER FINANCING SOURCES	0	0	0	0
203-000-695.699	APPROPRIATION OF FUND BALANCE	0	0	0	850
Totals for dept 000-		710,668	542,575	246,544	474,500
NET OF REVENUES/APPROPRIATIONS - FUND 203		710,668	542,575	246,544	474,500

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 203 - LOCAL STREET FUND					
Dept 451-CONSTRUCTION					
203-451-818.000	CONTRACTUAL SERVICES	75,471	37,600	13,683	0
203-451-843.000	EQUIPMENT RENTAL		0	0	0
Totals for dept 451-CONSTRUCTION		75,471	37,600	13,683	0
Dept 463-STREET MAINTENANCE					
203-463-702.200	WAGES	34,850	33,000	22,529	34,000
203-463-716.000	FRINGES	32,494	30,700		34,000
203-463-728.000	OPERATING SUPPLIES	21,854	20,000	14,163	20,000
203-463-818.000	CONTRACTUAL SERVICES	165,140	93,000	1,733	93,000
203-463-843.000	EQUIPMENT RENTAL	80,535	69,000	58,614	48,000
Totals for dept 463-STREET MAINTENANCE		334,873	245,700	97,039	229,000
Dept 474-TRAFFIC SERVICES-MAINTENANCE					
203-474-702.200	WAGES	1,911	1,900	277	1,500
203-474-716.000	FRINGES	1,773	1,800		1,500
203-474-728.000	OPERATING SUPPLIES	861	900	1,054	900
203-474-818.000	CONTRACTUAL SERVICES		0	0	0
203-474-843.000	EQUIPMENT RENTAL	819	1,000	79	800
Totals for dept 474-TRAFFIC SERVICES-MAINTENANCE		5,364	5,600	1,410	4,700
Dept 478-SNOW & ICE CONTROL					
203-478-702.200	WAGES	8,404	9,500	4,191	7,500
203-478-716.000	FRINGES	8,000	8,900		7,500
203-478-728.000	OPERATING SUPPLIES	29,732	32,000	12,500	25,000
203-478-818.000	CONTRACTUAL SERVICES		0	0	0
203-478-843.000	EQUIPMENT RENTAL	23,855	25,000	11,451	22,000
Totals for dept 478-SNOW & ICE CONTROL		69,991	75,400	28,142	62,000
Dept 480-TREE TRIMMING					
203-480-702.200	WAGES	17,201	13,000	9,987	20,000
203-480-716.000	FRINGES	16,088	12,100		20,000
203-480-728.000	OPERATING SUPPLIES	2,080	100	100	2,000
203-480-818.000	CONTRACTUAL SERVICES	44,605	0	0	0
203-480-843.000	EQUIPMENT RENTAL	32,212	11,000	23,227	11,000
Totals for dept 480-TREE TRIMMING		112,186	36,200	33,314	53,000

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 482-ADMINISTRATION & ENGINEERING					
203-482-702.100	SALARIES	59,633	81,500	40,292	65,100
203-482-715.000	SOCIAL SECURITY (FICA)	4,564	6,550	3,084	5,100
203-482-716.100	HEALTH INSURANCE	8,145	14,300	5,550	11,200
203-482-716.200	DENTAL INSURANCE	451	900	281	900
203-482-716.300	OPTICAL INSURANCE	41	100	35	75
203-482-716.400	LIFE INSURANCE	196	275	136	200
203-482-716.500	DISABILITY INSURANCE	380	525	264	425
203-482-718.000	RETIREMENT	12,200	9,225	7,728	6,900
203-482-719.000	WORKERS' COMPENSATION	292	1,200	352	700
203-482-801.000	PROFESSIONAL SERVICES: ADMINIS	100	200		200
203-482-999.101	CONTRIBUTION-GF ADMIN	26,600	27,300	18,200	35,000
Totals for dept 482-ADMINISTRATION & ENGINEERING		112,602	142,075	75,922	125,800
NET OF REVENUES/APPROPRIATIONS - FUND 203		710,487	542,575	249,510	474,500

MAJOR & LOCAL STREETS



- State Trunklines
- Major Streets
- Local Streets

CDBG FUND: 273

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17		
* Use CDBG and UDAG economic development loan funds in accordance with HUD grant agreements for business district improvements and retail expansion * Use CDBG housing loan revenues to enhance housing rehabilitation programs	Review Loan Guidelines with Loan Board for City Council Review and Action Following Moratorium on Loans		
	CAPITAL OUTLAY		
	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
Total	0	0	0

STAFFING SUMMARY

CURRENT <u>2015-16</u>	ADOPTED <u>2016-17</u>
Support from General Fund Staff	

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Other	950	20,000		1,000
Loans		0		20,000
COL		0		
Transfers	21,936	15,250		
Total	22,886	35,250	0	21,000

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 273 - CDBG REVOLVING LOAN FUND					
Dept 000					
273-000-664.664	INTEREST INCOME	3,251	250	35	0
273-000-671.675	LOAN REPAYMENTS	6,315	4,700	12,501	4,700
273-000-695.698	OTHER FINANCING SOURCES	0	0	0	0
273-000-695.699	APPROPRIATION OF FUND BALANCE	0	30,300	0	16,300
Totals for dept 000-		9,566	35,250	12,536	21,000
NET OF REVENUES/APPROPRIATIONS - FUND 273		9,566	35,250	12,536	21,000

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 273 - CDBG REVOLVING LOAN FUND					
Dept 200-GEN SERVICES					
273-200-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE				
273-200-801.100	PROFESSIONAL SERVICES:AUDIT CC	950	0	0	1,000
273-200-818.200	REHABILITATION		20,000	0	20,000
Totals for dept 200-GEN SERVICES		950	20,000		21,000
Dept 901-CAPITAL OUTLAY					
Totals for dept 901-CAPITAL OUTLAY					
Dept 966-TRANSFERS OUT					
273-966-999.248	TRANSFER TO FACADE PROGRAM		0	3,500	0
273-966-999.275	TRANSFER TO HOUSING/RDEVLPM	21,936	15,250		0
Totals for dept 966-TRANSFERS OUT		21,936	15,250	3,500	0
NET OF REVENUES/APPROPRIATIONS - FUND 273		22,886	35,250	3,500	21,000

HOUSING: 275

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17			
*Actively pursue grant funding for housing redevelopment *Coordinate housing programs to assist low-to-moderate income households *Assist homeowners at risk of foreclosure *Coordinate state and federal housing programs	*Education and training on housing programs *Coordinate housing program with financial institutions, nonprofits, and businesses *Coordinate development of affordable housing units in downtown Owosso			
	CAPITAL OUTLAY			
		<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
	Rental rehab Single family	283,200		
	Total	283,200	0	0

STAFFING SUMMARY

	CURRENT <u>2015-16</u>	ADOPTED <u>2016-17</u>
Housing Specialist	1	0
Total	1	0

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Personnel	38,885	51,150		0
Supplies	1,451	1,000		0
Other	1,282	178,500		283,200
COL	0			
Total	41,618	230,650	0	283,200

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 275 - HOUSING & REDEVELOPMENT					
Dept 000					
275-000-501.521	GRANT-MSHDA:RR	0	94,000	0	240,000
275-000-600.626	CHARGE FOR SERVICES RENDERED	19,681	27,000	6,120	0
275-000-600.634	CHARGES FOR ADMIN SERVICES		14,400	0	43,200
275-000-671.674	DONATIONS	0	0	0	0
275-000-695.101	GENERAL FUND TRANSFER	0	0	0	0
275-000-695.273	TRANSFER FROM CDBG (ADVANCE)	21,936	15,250		0
Totals for dept 000-		41,617	230,650	6,120	283,200
NET OF REVENUES/APPROPRIATIONS - FUND 275		41,617	230,650	6,120	283,200

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 275 - HOUSING & REDEVELOPMENT					
Dept 690-GENERAL SERVICES					
275-690-702.100	SALARIES	30,081	33,200	20,765	0
275-690-715.000	SOCIAL SECURITY (FICA)	2,302	2,550	1,589	0
275-690-716.100	HEALTH INSURANCE	5,574	12,650	3,917	0
275-690-716.200	DENTAL INSURANCE	280	550	174	0
275-690-716.300	OPTICAL INSURANCE	25	75	20	0
275-690-716.400	LIFE INSURANCE	119	250	175	0
275-690-716.500	DISABILITY INSURANCE	158	350	231	0
275-690-717.000	UNEMPLOYMENT INSURANCE	207	25		0
275-690-718.200	DEFINED CONTRIBUTION	19	1,350	(19)	0
275-690-719.000	WORKERS' COMPENSATION	120	150	60	0
275-690-728.000	OPERATING SUPPLIES	1,451	1,000	71	0
275-690-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE				43,200
275-690-818.000	HOUSING REHABILITATION	1,113	80,000	1,307	
275-690-818.200	RENTAL REHABILITATION		94,000		240,000
275-690-858.000	MEMBERSHIPS & DUES		2,000	75	
275-690-860.000	EDUCATION & TRAINING	169	2,500	84	
Totals for dept 690-GENERAL SERVICES		41,618	230,650	28,449	283,200
Dept 901-CAPITAL OUTLAY					
275-901-978.000	EQUIPMENT		0	0	0
Totals for dept 901-CAPITAL OUTLAY					0
NET OF REVENUES/APPROPRIATIONS - FUND 275		41,618	230,650	28,449	283,200

HISTORICAL COMMISSION FUND: 297

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17		
* Volunteer board that oversees the operation and maintenance of Curwood Castle, Gould House, Comstock Cabin and Paymaster Building * Retain stewardship of artifacts significant to preserving the heritage and history of Owosso			
	MAJOR MAINTENANCE		
	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
Total	0	0	0



STAFFING SUMMARY

	CURRENT <u>2015-16</u>	PROPOSED <u>2016-17</u>
Part time	2	2
Commission	9	9
Total	11	11

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Personnel	30,944	31,950		38,700
Supplies	7,099	5,600		11,500
Other	50,103	30,650		31,450
COL	0	0		0
Total	88,146	68,200	-	81,650

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 297 - HISTORICAL FUND					
Dept 000					
297-000-600.600	SALES	1,986	3,000	1,775	5,000
297-000-664.664	INTEREST INCOME	176	50	(41)	50
297-000-664.667	RENTS & DEPOSITS	150	600	1,434	2,000
297-000-664.668	RENTAL INCOME	15,040	15,200	8,050	13,200
297-000-671.674	ENDOWMENTS	0	0	0	0
297-000-671.675	DONATIONS-PRIVATE	9,280	0	9,262	0
297-000-671.678	FUNDRAISER/MEMBERSHIPS	214	500	10,242	1,000
297-000-671.679	DONATIONS:HOME TOUR	4,497	5,000		5,000
297-000-695.101	GENERAL FUND TRANSFER	52,355	43,850	29,234	43,850
297-000-695.698	OTHER FINANCING SOURCES	0	0	0	0
297-000-695.699	APPROPRIATION OF FUND BALANCE	0	0	0	11,550
Totals for dept 000-		83,698	68,200	59,956	81,650
NET OF REVENUES/APPROPRIATIONS - FUND 297		83,698	68,200	59,956	81,650

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 297 - HISTORICAL FUND					
Dept 797-HISTORICAL COMMISSION					
297-797-728.000	OPERATING SUPPLIES	3,332	2,000	229	2,000
297-797-728.100	SUPPLIES		0	0	0
297-797-728.200	SUPPLIES-HISTORIC COLLECTION		0	0	5,000
297-797-728.300	HOME TOUR PROMOTION	3,152	3,000	4,973	5,000
297-797-801.000	PROFESSIONAL SERVICES: ADMINIS	50	600	0	600
297-797-810.000	INSURANCE & BONDS	1,688	1,700	0	1,700
297-797-820.000	UTILITIES		0	0	0
297-797-820.100	ELECTRICITY		0	0	0
297-797-820.400	WATER & SEWER		0	0	0
297-797-831.000	BUILDING MAINTENANCE	283	0	0	0
297-797-831.100	STORM SEWER MAINTENANCE		0	0	0
297-797-831.200	BLDG MAINTENANCE-BALLFIELDS		0	0	0
297-797-856.000	MISCELLANEOUS	488	500	155	0
297-797-869.000	PROMOTION	6,781	1,000	1,844	0
297-797-978.200	BOOKS & PERIODICALS	0	0	0	0
297-797-980.992	DEBT SERVICE	0	0	0	0
Totals for dept 797-HISTORICAL COMMISSION		15,774	8,800	7,201	14,300
Dept 798-CASTLE					
297-798-702.200	WAGES	19,366	22,700	15,710	29,000
297-798-702.400	WAGES - SEASONAL-DOCENTS	9,038	6,500	5,382	6,500
297-798-715.000	SOCIAL SECURITY (FICA)	2,173	2,550	1,614	2,750
297-798-717.000	UNEMPLOYMENT INSURANCE	327	50	7	300
297-798-719.000	WORKERS' COMPENSATION	40	150	52	150
297-798-728.000	OPERATING SUPPLIES	615	600	849	1,500
297-798-810.000	INSURANCE & BONDS	1,152	1,200		1,200
297-798-820.000	UTILITIES	4,989	7,000	2,640	7,000
297-798-831.000	BUILDING MAINTENANCE	21,328	4,000	1,401	4,000
297-798-856.000	MISCELLANEOUS	612	700	0	1,000
297-798-869.000	PROMOTION	42	0	0	0
Totals for dept 798-CASTLE		59,682	45,450	27,655	53,400
Dept 799-GOULD HOUSE					
297-799-810.000	INSURANCE & BONDS		700		700
297-799-820.000	UTILITIES	6,515	6,500	2,720	6,500
297-799-820.100	ELECTRICITY		0	0	0
297-799-820.400	WATER & SEWER		0	0	0
297-799-831.000	BUILDING MAINTENANCE	3,826	4,750	2,482	4,750
297-799-831.200	BLDG MAINTENANCE-RENTAL		0	0	0
297-799-856.000	MISCELLANEOUS	2,349	2,000	622	2,000
297-799-869.000	PROMOTION		0	0	0
Totals for dept 799-GOULD HOUSE		12,690	13,950	5,824	13,950
NET OF REVENUES/APPROPRIATIONS - FUND 297		88,146	68,200	40,680	81,650

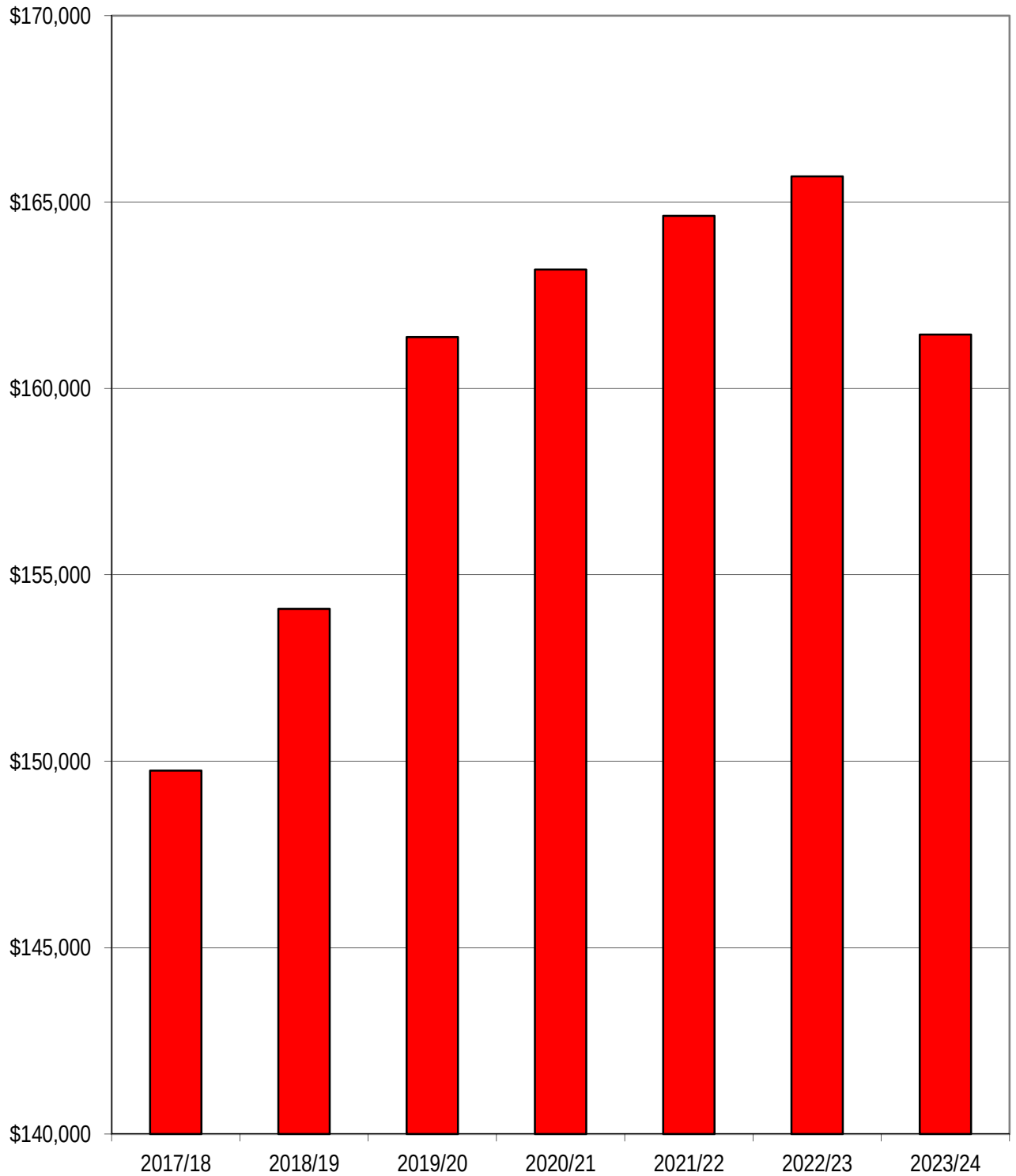
GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 325 - DEBT SERVICE-2010 GO BONDS					
Dept 000					
325-000-401.403	GENERAL PROPERTY TAX	56,531	56,335		65,211
325-000-401.430	INDUSTRIAL/COMMERCIAL FACILITIES TAX	511	260		535
325-000-401.431	OBSOLETE PROPERTY REHAB TAXES(OPRA)	45	55		204
325-000-695.699	APPROPRIATION OF FUND BALANCE				
Totals for dept 000-		57,087	56,650		65,950
NET OF REVENUES/APPROPRIATIONS - FUND 325		57,087	56,650		65,950
Fund 327 - 2013 UTGO					
Dept 000					
327-000-401.403	GENERAL PROPERTY TAX	8,168	62,000		66,273
327-000-401.430	INDUSTRIAL/COMMERCIAL FACILITIES TAX	74	290		544
327-000-401.431	OBSOLETE PROPERTY REHAB TAXES(OPRA)	6	60		208
327-000-695.699	APPROPRIATION OF FUND BALANCE		500		
Totals for dept 000-		8,248	62,850		67,025
NET OF REVENUES/APPROPRIATIONS - FUND 327		8,248	62,850		67,025
Fund 397 - 2009 LTGO DEBT					
Dept 000					
397-000-671.674	DDA CONTRIBUTION	74,135	77,800	19,594	76,825
Totals for dept 000-		74,135	77,800	19,594	76,825
NET OF REVENUES/APPROPRIATIONS - FUND 397		74,135	77,800	19,594	76,825

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 325 - DEBT SERVICE-2010 GO BONDS					
Dept 905-DEBT SERVICE					
325-905-980.991	PRINCIPAL	20,000	20,000	20,000	30,000
325-905-980.995	INTEREST	37,133	36,650	18,451	35,950
325-905-980.998	DEBT SERVICE		0	0	0
Totals for dept 905-DEBT SERVICE		57,133	56,650	38,451	65,950
NET OF REVENUES/APPROPRIATIONS - FUND 325		57,133	56,650	38,451	65,950
Fund 327 - 2013 UTGO					
Dept 905-DEBT SERVICE					
327-905-980.991	PRINCIPAL	20,000	25,000	25,000	30,000
327-905-980.995	INTEREST	50,132	37,100	18,600	36,775
327-905-980.998	DEBT SERVICE	250	750	250	250
Totals for dept 905-DEBT SERVICE		70,382	62,850	43,850	67,025
NET OF REVENUES/APPROPRIATIONS - FUND 327		70,382	62,850	43,850	67,025
Fund 397 - 2009 LTGO DEBT					
Dept 905-DEBT SERVICE					
397-905-980.991	PRINCIPAL	35,000	40,000	0	40,000
397-905-980.995	INTEREST	39,035	37,700	18,844	36,075
397-905-980.998	DEBT SERVICE	100	100	750	750
Totals for dept 905-DEBT SERVICE		74,135	77,800	19,594	76,825
NET OF REVENUES/APPROPRIATIONS - FUND 397		74,135	77,800	19,594	76,825

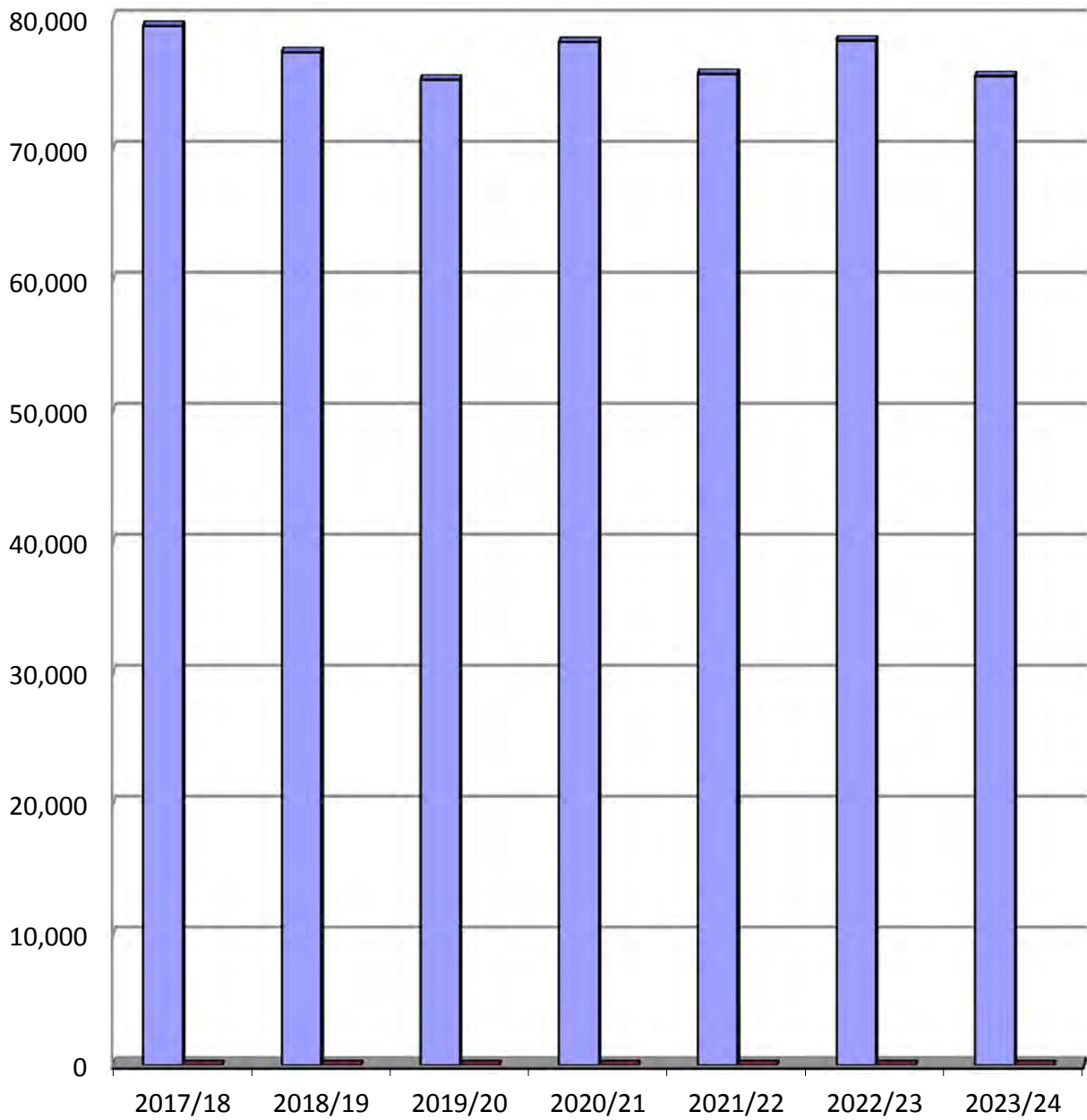
UTGO STREET BONDS

2010 Issue Of \$960,000 Maturing 2030

2013 Issue Of \$990,000 Maturing 2033



2009 LTGO DDA Bonds
\$950,000 Issue Maturing 2029



TRANSPORTATION FUND:588

SERVICE DESCRIPTION

Operates under a joint powers agreement
with other local units

Provide public transportation to
citizens of Owosso by
subsidizing user fares with a
property tax millage levy



STAFFING LEVELS

CURRENT
2015-16

PROPOSED
2016-17

Pass through to SATA

Total

0

0

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Supplies				
Other	62,101	76,100		72,225
COL				
Transfers				
Total	62,101	76,100	0	72,225

		2014-15	2015-16	2015-16	2016-17
		ACTUAL	ORIGINAL	THRU	REQUESTED
GL NUMBER	DESCRIPTION		BUDGET	2-29-2016	BUDGET
Fund 588 - TRANSPORTATION FUND					
Dept 000					
588-000-401.403	GENERAL PROPERTY TAX	62,097	76,100	78,782	72,225
588-000-695.101	GENERAL FUND TRANSFER				
Totals for dept 000-		62,097	76,100	78,782	72,225
NET OF REVENUES/APPROPRIATIONS - FUND 588		62,097	76,100	78,782	72,225

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 588 - TRANSPORTATION FUND					
Dept 200-GEN SERVICES					
588-200-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE				
588-200-818.000	CONTRACTUAL SERVICES	62,101	76,100	71,136	72,225
Totals for dept 200-GEN SERVICES		62,101	76,100	71,136	72,225
NET OF REVENUES/APPROPRIATIONS - FUND 588		62,101	76,100	71,136	72,225

SEWER FUND: 590

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17			
* Maintain 75 miles of wastewater collector sewers including more than 1,000 manholes, over 5,500 sewer connections and three pumping stations * Collect user charges for City share of Mid-County Wastewater Treatment Plant	Completion of MDEQ SAW Grant Tasks to include: 1. Modeling of Collection System 2. Development of Collection System GIS Mapping and Database 3. Completion of Collection System Condition Analysis 4. Commence Development of Repair & Maintenance Program Develop Consent Order Corrective Plan from SAW Tasks Address Capacity Management with Municipal Customers Begin Development of Short & Long-term CIP (5 yr & 20 yr)			
	CAPITAL OUTLAY			
		<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
	Sewer Main Rplmt	300,000		
	Sewer Upgrades	300,000	300,000	300,000
	Portable Generator	17,500		
	Lift Station Upgrd	25,000		
	Electrical Upgrades	10,000		
	Lift Pump Replcmt	12,000	6,000	6,000
	Central Read @40%	300,000		
	Total	964,500	306,000	306,000

STAFFING SUMMARY

	CURRENT <u>2015-16</u>	PROPOSED <u>2016-17</u>
Director	0.3	0.2
Professional		0.33
GIS Coordinator		0.5
Supervisory		
Technical	0.4	0.4
Clerical	0.4	0.4
Part-time Clerical	0.45	0.45
Skilled Operator	1	2
Laborer	1	1
Temporary		
Total	3.55	5.28

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Personnel	158,316	253,180		315,675
Supplies	8,919	11,500		6,500
Other	1,304,868	1,285,900		1,978,150
COL	0	100,000		964,500
Debt	15,076	49,420		48,550
Total	1,487,179	1,700,000	88 0	3,313,375

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 590 - SEWER FUND					
Dept 000					
590-000-401.446	PENALTIES - LATE CHARGES	29,613	30,000	20,965	30,000
590-000-450.477	SWR:PERMITS/INSPECTION FEE	1,490	1,000	(560)	1,000
590-000-539.529	STATE SOURCES	0	0	0	0
590-000-539.529-S/	STATE SOURCES	0	0	0	0
590-000-550.000	CAPITAL CONTRIBUTION-STATE	0	0	0	0
590-000-580.000	CONTRIBUTION FROM TOWNSHIP	0	0	0	0
590-000-600.601	METERED SALES	1,553,673	1,582,400	697,090	1,621,950
590-000-664.664	INTEREST INCOME	1,587	7,000	6,851	1,000
590-000-671.673	SALE OF FIXED ASSETS	0	0	0	0
590-000-671.692	RECOVERY OF BAD DEBTS	0	0	0	0
590-000-671.694	MISCELLANEOUS	0	0	0	0
590-000-695.699	APPROPRIATION OF FUND BALANCE	0	0	0	0
Totals for dept 000-		1,586,363	1,620,400	724,346	1,653,950
NET OF REVENUES/APPROPRIATIONS - FUND 590		1,586,363	1,620,400	724,346	1,653,950

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 590 - SEWER FUND					
Dept 200-GEN SERVICES					
590-200-702.100	SALARIES	9,905	10,000	13,241	33,800
590-200-715.000	SOCIAL SECURITY (FICA)	767	770	1,016	2,600
590-200-716.100	HEALTH INSURANCE	1,455	1,500	1,469	3,700
590-200-716.200	DENTAL INSURANCE	73	80	65	375
590-200-716.300	OPTICAL INSURANCE	7	20	8	75
590-200-716.400	LIFE INSURANCE	31	30	74	225
590-200-716.500	DISABILITY INSURANCE	62	50	120	400
590-200-717.000	UNEMPLOYMENT INSURANCE	326	300	22	150
590-200-718.000	RETIREMENT	4,000	4,000		0
590-200-718.200	DEFINED CONTRIBUTION	16		324	800
590-200-719.000	WORKERS' COMPENSATION	236	250	180	150
590-200-728.000	OPERATING SUPPLIES	651	500	464	1,500
590-200-801.000	PROFESSIONAL SERVICES: ADMINIS	2,850	2,850		2,900
590-200-810.000	INSURANCE & BONDS	9,339	9,350		10,000
590-200-818.000	CONTRACTUAL SERVICES	13,005	12,000	6,956	12,000
590-200-850.000	BAD DEBT EXPENSE			142	150
590-200-856.000	MISCELLANEOUS	1,077	1,000	5	1,100
590-200-860.000	EDUCATION & TRAINING				0
590-200-890.200	OPERATION & MAINTENANCE	950,274	975,000	561,167	999,375
590-200-890.300	REPLACEMENT	141,199	141,000	70,112	144,625
590-200-899.101	GF CONTRIBUTION	40,000	40,000	26,668	100,800
590-200-968.000	DEPRECIATION EXPENSE	46,274	46,000		47,000
Totals for dept 200-GEN SERVICES		1,221,547	1,244,700	682,033	1,361,725

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 549-SEWER OPERATIONS					
590-549-702.100	SALARIES		45,000		
590-549-702.200	WAGES	36,005	70,000	24,814	84,000
590-549-702.300	OVERTIME	2,430	4,600	2,015	4,000
590-549-703.000	OTHER COMPENSATION	13,703	6,000	11,071	21,150
590-549-715.000	SOCIAL SECURITY (FICA)	6,038	9,900	4,283	6,400
590-549-716.100	HEALTH INSURANCE	24,600	40,500	16,601	25,500
590-549-716.200	DENTAL INSURANCE	1,049	1,700	654	1,100
590-549-716.300	OPTICAL INSURANCE	90	400	80	150
590-549-716.400	LIFE INSURANCE	158	280	106	200
590-549-716.500	DISABILITY INSURANCE				0
590-549-717.000	UNEMPLOYMENT INSURANCE	46	100		200
590-549-718.000	RETIREMENT	15,743	15,000	18,156	28,000
590-549-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM				0
590-549-719.000	WORKERS' COMPENSATION	1,420	2,700	1,028	1,900
590-549-728.000-SS	SUPPLIES-SANITARY SEWER OVERFLOWS				
590-549-751.000	GAS & OIL	4,136	6,000	2,355	6,000
590-549-818.000	CONTRACTUAL SERVICES	11,285	10,000	2,001	10,000
590-549-818.000-SA	SAW GRANT- SEWER	100,146		84,740	680,000
590-549-818.000-SS	CONTRACTUAL SERVICES-SSO				
590-549-833.000	EQUIPMENT MAINTENANCE	63	500	964	1,000
590-549-833.200	SEWER REPAIR	1,396	10,000		10,000
590-549-833.200-SS	EQUIPMENT MAINT-SANITARY SEV	87			
590-549-833.300	SERVICE LINE REPAIR SEPARATION-SSO		50,000		25,000
590-549-833.300-SS	EQUIP MAINT. METER & SERV				
590-549-836.000	LIFT STATION MAINTENANCE	4,629	5,000	1,591	5,000
590-549-836.100	LIFT STATION UTILITIES	2,401	3,000	1,290	3,000
590-549-843.000	EQUIPMENT RENTAL	18,423	20,000	10,781	20,000
590-549-860.000	EDUCATION & TRAINING	95	200		1,000
Totals for dept 549-SEWER OPERATIONS		250,556	305,880	182,570	938,600
Dept 901-CAPITAL OUTLAY					
590-901-971.000	LAND				
590-901-973.000	CAPITAL OUTLAY - SEWERS		90,000		300,000
590-901-977.000	COL - EQUIPMENT			8,500	664,500
590-901-979.000	COL-LIFT STATIONS		10,000		
Totals for dept 901-CAPITAL OUTLAY			100,000	8,500	964,500
Dept 905-DEBT SERVICE					
590-905-980.991	PRINCIPAL		35,000		35,000
590-905-980.995	INTEREST	15,076	14,420	7,210	13,550
Totals for dept 905-DEBT SERVICE		15,076	49,420	7,210	48,550
NET OF REVENUES/APPROPRIATIONS - FUND 590		1,487,179	1,700,000	880,313	3,313,375

WATER FUND: 591

SERVICE DESCRIPTION		OPERATIONAL PLAN 2016-17			
* Provide a reliable, high quality water supply meeting all applicable Federal and State drinking water standards and requirements for residential, commercial, industrial and fire protection uses * Treat and distribute over 1,600,000 gallons per day of water to over 6,300 customer accounts and the City of Corunna 		Implementation of MDEQ Sanitary Survey Recommendations Completion of Reliability Study & General Plan to Include: 1. Develop Comprehensive Water Distribution GIS Map & Database 2. Update Distribution System Inventories Begin Development of Short & Long-term CIP (5 yr & 20 yr) Persue and Develop Metering and Billing Efficiencies			
		CAPITAL OUTLAY			
			2016-17	2017-18	2018-19
		Water Main Replacements	1,474,250	400,000	100,000
		Booster Station Upgrade	6,000	10,000	
		Elevated Storage Tank		10,000	
		Meter Read Upgrades	205,100	155,100	150,000
		Pump Repair/Repl	16,000		
		North Side Trans Main			10,000
		Plant Improvements	65,000		
		Well Upgrades		72,000	20,000
		Hintz Well Replacement	200,000		
		Portable Generator	17,500		
		Stationary Plant Generato	54,100		
		Manlift	5,000		
		Central Read System	224,900		
		Total	2,267,850	647,100	280,000
STAFFING SUMMARY					
	CURRENT 2015-16		PROPOSED 2016-17		
Director	0.4		0.5		
Professional			0.33		
GIS Coordinator			0.5		
Supervisory	0.25		1.25		
Technical	0.3		0.3		
Clerical	0.6		0.6		
Part-time Clerical					
Hourly	10		10.5		
Seasonal	1		1		
Total	12.55		14.98		
BUDGET SUMMARY					
	ACTUAL 2014-15	ADOPTED 2015-16	AMENDED 2015-16	PROPOSED 2016-17	
Personnel	938,465	1,079,130		1,277,475	
Supplies	177,696	184,200		178,750	
Other	985,851	1,078,170		1,002,850	
COL	604	750,000		2,267,850	
Debt	96,827	394,500		409,950	
Total	2,199,443	3,486,000	0	5,136,875	

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 591 - WATER FUND					
Dept 000					
591-000-401.446	PENALTIES - LATE CHARGES	42,142	43,000	29,582	43,000
591-000-450.477	WTR:PERMITS/INSPECTION FEE	19,305	20,000	16,367	22,000
591-000-450.478	PERMITS-CALEDONIA TOWNSHIP	0	0	0	0
591-000-501.550	CAPITAL CONTRIBUTION-FEDERAL	0	0	0	0
591-000-539.000	WELLHEAD PROTECTION PROGRAM	0	0	0	0
591-000-550.000	CAPITAL CONTRIBUTION-STATE	0	0	0	0
591-000-600.601	METERED SALES	2,003,499	2,060,000	924,029	2,204,200
591-000-600.602	METERED SALES-WHOLESALE-USAGE	244,092	215,000	162,946	230,050
591-000-600.603	METERED SALES-WHOLESALE-DEBT		43,888	0	0
591-000-600.604	WATER MAIN REPLACEMENT CHARGE	325,147	320,000	162,890	320,000
591-000-600.640	MATERIAL & SERVICE	8,024	10,000	10,457	10,000
591-000-600.641	CONNECTIONS-CALEDONIA TOWNSHIP	393	0	0	0
591-000-600.642	CHARGE FOR SERVICES - SALES	851		1,388	1,000
591-000-664.664	INTEREST INCOME	5,859	6,000	2,963	6,000
591-000-671.688	HYDRANT RENTAL	33,009	16,500		0
591-000-671.692	RECOVERY OF BAD DEBTS	0	0	0	0
591-000-671.694	MISCELLANEOUS	10,437	4,112	1,448	5,000
591-000-671.695	MISCELLANEOUS WATER CHARGES	10,151	12,000	8,535	12,000
591-000-695.698	OTHER FINANCING SOURCES	0	0	0	0
591-000-695.699	APPROPRIATION OF FUND BALANCE	0	0	0	0
Totals for dept 000-		2,702,909	2,750,500	1,320,605	2,853,250
NET OF REVENUES/APPROPRIATIONS - FUND 591		2,702,909	2,750,500	1,320,605	2,853,250

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 591 - WATER FUND					
Dept 200-GEN SERVICES					
591-200-702.100	SALARIES	18,163	20,250	21,080	50,500
591-200-702.200	WAGES				0
591-200-702.400	WAGES - TEMPORARY				0
591-200-702.800	ACCRUED SICK LEAVE				0
591-200-715.000	SOCIAL SECURITY (FICA)	1,280	1,550	1,615	3,900
591-200-716.100	HEALTH INSURANCE	2,618	2,650	2,644	6,000
591-200-716.200	DENTAL INSURANCE	131	130	118	525
591-200-716.300	OPTICAL INSURANCE	12	20	15	75
591-200-716.400	LIFE INSURANCE	56	50	114	350
591-200-716.500	DISABILITY INSURANCE	111	80	199	550
591-200-717.000	UNEMPLOYMENT INSURANCE	587	600	0	350
591-200-718.000	RETIREMENT	8,207	8,200	0	0
591-200-718.200	DEFINED CONTRIBUTION	35	0	466	1,200
591-200-719.000	WORKERS' COMPENSATION	40	300	240	225
591-200-728.000	OPERATING SUPPLIES	1,819	2,000	1,449	2,000
591-200-801.000	PROFESSIONAL SERVICES: ADMINIS	7,950	8,000		8,000
591-200-810.000	INSURANCE & BONDS	41,124	41,000		41,500
591-200-818.000	CONTRACTUAL SERVICES	20,807	18,000	12,101	21,000
591-200-845.000	LEASE	777	800	800	800
591-200-850.000	BAD DEBT EXPENSE	6,045	1,000	317	6,000
591-200-856.000	MISCELLANEOUS		70	481	500
591-200-860.000	EDUCATION & TRAINING		300	1,698	1,700
591-200-899.101	GF CONTRIBUTION	200,000	200,000	133,332	234,100
Totals for dept 200-GEN SERVICES		309,762	305,000	176,669	379,275

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 552-WATER UNDERGROUND					
591-552-702.100	SALARIES	26,114	45,000	23,422	36,200
591-552-702.200	WAGES	122,465	160,000	80,069	227,800
591-552-703.000	OTHER COMPENSATION	29,181	30,000	26,557	54,675
591-552-715.000	SOCIAL SECURITY (FICA)	15,980	19,300	12,442	20,400
591-552-716.100	HEALTH INSURANCE	59,302	80,000	46,651	76,100
591-552-716.200	DENTAL INSURANCE	3,090	4,000	2,288	4,100
591-552-716.300	OPTICAL INSURANCE	323	400	311	600
591-552-716.400	LIFE INSURANCE	513	800	462	700
591-552-716.500	DISABILITY INSURANCE	882	1,200	939	1,800
591-552-717.000	UNEMPLOYMENT INSURANCE	114	200		175
591-552-718.000	RETIREMENT	43,485	37,000	30,142	47,000
591-552-718.200	DEFINED CONTRIBUTION	3,553	6,000	3,090	5,300
591-552-719.000	WORKERS' COMPENSATION	4,576	6,000	5,376	8,100
591-552-728.000	OPERATING SUPPLIES	4,238	5,000	1,355	5,000
591-552-751.000	GAS & OIL	16,124	17,000	6,761	17,000
591-552-818.000	CONTRACTUAL SERVICES	16,715	20,000	9,983	20,000
591-552-820.100	ELECTRICITY	2,928	3,500	1,378	3,600
591-552-820.200	GAS	4,159	4,000	1,634	4,400
591-552-820.300	TELEPHONE	2,120	2,500	1,103	2,500
591-552-833.000	EQUIPMENT MAINTENANCE	5,783	3,000	788	3,000
591-552-833.200	EQUIPMENT MAINT-HYDRANTS & I	159,146	160,000	98,728	175,000
591-552-833.300	EQUIP MAINT. METER & SERV	173,091	200,000	67,621	190,000
591-552-843.000	EQUIPMENT RENTAL	1,961	2,000	2,252	2,200
591-552-860.000	EDUCATION & TRAINING	1,095	1,500	1,878	2,500
591-552-968.000	DEPRECIATION EXPENSE	119,457	120,000		120,000
Totals for dept 552-WATER UNDERGROUND		816,395	928,400	425,230	1,028,150

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 553-WATER FILTRATION					
591-553-702.100	SALARIES	18,028	66,000	40,732	67,000
591-553-702.200	WAGES	214,349	210,000	137,401	235,400
591-553-702.300	OVERTIME	23,038	18,000	14,193	32,000
591-553-702.400	WAGES - TEMPORARY	1,908	5,000	7,913	6,000
591-553-702.600	UNIFORMS	4,200	4,200	4,200	4,200
591-553-702.800	ACCRUED SICK LEAVE	930	1,000	1,380	1,600
591-553-715.000	SOCIAL SECURITY (FICA)	19,919	23,200	15,590	26,900
591-553-716.100	HEALTH INSURANCE	60,255	70,000	37,715	62,000
591-553-716.200	DENTAL INSURANCE	3,014	3,100	2,132	3,400
591-553-716.300	OPTICAL INSURANCE	294	500	230	500
591-553-716.400	LIFE INSURANCE	521	700	648	1,100
591-553-716.500	DISABILITY INSURANCE	1,123	1,200	922	3,000
591-553-717.000	UNEMPLOYMENT INSURANCE	440	500	59	150
591-553-718.000	RETIREMENT	37,200	37,000	22,041	31,500
591-553-718.200	DEFINED CONTRIBUTION	6,884	8,000	5,458	10,400
591-553-719.000	WORKERS' COMPENSATION	5,544	7,000	3,408	11,600
591-553-728.000	OPERATING SUPPLIES	5,068	5,000	1,061	3,500
591-553-728.100	LAB SUPPLIES	10,430	12,000	11,706	13,000
591-553-743.000	CHEMICALS	138,989	142,000	80,644	137,000
591-553-751.000	GAS & OIL	1,028	1,200	541	1,250
591-553-818.000	CONTRACTUAL SERVICES	19,858	20,000	1,638	20,000
591-553-818.000-WI	CONTRACTUAL SERVICES				
591-553-818.100	CONTRACTUAL-TIF PROJECTS				
591-553-820.100	ELECTRICITY	132,204	135,000	75,444	139,000
591-553-820.200	GAS	4,192	5,000	2,654	5,150
591-553-820.300	TELEPHONE	3,832	4,000	1,880	4,000
591-553-820.500	REFUSE	308	500	231	500
591-553-831.000	BUILDING MAINTENANCE	6,148	6,000	3,751	6,100
591-553-832.000	STATIONARY EQUIPMENT	5,372	5,500	5,238	8,000
591-553-833.000	EQUIPMENT MAINTENANCE	12,479	20,000	21,283	25,000
591-553-833.100	EQUIP MAINT - WELLS	34,635	20,000	410	34,400
591-553-834.000	MAINTENANCE	48,127	120,000	3,505	0
591-553-860.000	EDUCATION & TRAINING	658	1,500	1,342	3,000
591-553-968.000	DEPRECIATION EXPENSE	154,880	155,000		155,000
Totals for dept 553-WATER FILTRATION		975,855	1,108,100	505,350	1,051,650

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 901-CAPITAL OUTLAY					
591-901-972.000	MAINS & HYDRANTS	604	350,000		997,250
591-901-972.100	COL-SERVICE LINES				
591-901-977.000	COL - EQUIPMENT		400,000		365,500
591-901-979.000	COL-EQUIPMENT				905,100
Totals for dept 901-CAPITAL OUTLAY		604	750,000		2,267,850
Dept 905-DEBT SERVICE					
591-905-980.991	PRINCIPAL		305,000	305,000	330,000
591-905-980.995	INTEREST	96,827	89,500	47,006	79,950
591-905-980.998	DEBT SERVICE				
Totals for dept 905-DEBT SERVICE		96,827	394,500	352,006	409,950
NET OF REVENUES/APPROPRIATIONS - FUND 591		2,199,443	3,486,000	1,459,255	5,136,875

WASTEWATER FUND: 599

OPERATIONAL PLAN 2016-17

Completion of SAW Grant Asset Management
Renew NPDES and Implement MDEQ Required Asset Management Program
Begin Development of Short & Long-term CIP (5 yr & 20 yr)
Identify and Begin Implementation of Treatment Optimization



CAPITAL OUTLAY				SERVICE DESCRIPTION
	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	
Boiler and HV Rplcmnts	125,000			Operate and maintain an advanced Wastewater Treatment Plant for the Mid-County Service Area
Primary Clarifier Rhb-Cont	450,000			
Pump & Motor Rplcmnt	45,000	48,500	48,500	
Electrical Ypgrades	20,000			
Pavement Restoration			40,000	
Main Building Re-roof		150,000		
Screening Equip	804,000			
Repl O'Head Doors	6,000			
Manlift	5,000			
Centrifuge Conveyor	8,000			
Composite Sampler	7,000			
Secondary Clarifier Proj		450,000		
Total	1,470,000	648,500	88,500	

STAFFING SUMMARY		
	<u>CURRENT</u> <u>2015-16</u>	<u>PROPOSED</u> <u>2016-17</u>
Director		0.3
Professional	0.3	0.33
Supervisory	0	1
Technical	1	0
Hourly	7	7.5
Part-Time	1	1
Seasonal	1	1
Total	10.3	11.13

BUDGET SUMMARY			
	<u>ACTUAL</u> <u>2014-15</u>	<u>ADOPTED</u> <u>2015-16</u>	<u>PROPOSED</u> <u>2016-17</u>
Personnel	738,607	782,675	916,350
Supplies & Repairs	101,814	116,000	123,150
Other	718,867	494,325	812,550
COL	134,073	655,000	1,470,000
Debt	0	0	0
Total	1,693,361	2,048,000	3,322,050

		2014-15	2015-16	2015-16	2016-17
		ACTUAL	ORIGINAL	THRU	REQUESTED
GL NUMBER	DESCRIPTION		BUDGET	2-29-2016	BUDGET
Fund 599 - WASTEWATER FUND					
Dept 000					
599-000-602.100	OP & MAINT CHRG - OWOSSO	949,358	975,000	561,167	999,375
599-000-602.200	OP & MAINT CHRG - OWOSSO TWP	138,900	142,000	78,105	145,550
599-000-602.300	OP & MAINT CHRG - CALEDONIA TWSP	100,735	98,000	84,174	100,450
599-000-602.400	OP & MAINT CHRG - CORUNNA	167,007	177,000	125,771	181,425
599-000-603.100	REPLACEMENT CHRG - OWOSSO	141,199	141,100	70,112	144,625
599-000-603.200	REPLACEMENT CHRG - OWOSSO TWP	34,420	34,500	15,705	35,375
599-000-603.300	REPLACEMENT CHRG - CALEDONIA TWSP	25,651	25,200	14,012	25,850
599-000-603.400	REPLACEMENT CHRG - CORUNNA	24,730	25,200	13,172	25,850
599-000-664.664	INTEREST INCOME	8,565	5,000	9,728	5,700
599-000-671.694	MISCELLANEOUS	5,688	3,000	1,680	3,000
Totals for dept 000-		1,596,253	1,626,000	973,626	1,667,200
NET OF REVENUES/APPROPRIATIONS - FUND 599		1,596,253	1,626,000	973,626	1,667,200

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 599 - WASTEWATER FUND					
Dept 548-WASTEWATER OPERATIONS					
599-548-702.100	SALARIES	61,769	68,000	47,112	68,500
599-548-702.200	WAGES	249,909	280,000	176,354	327,500
599-548-702.300	OVERTIME	32,311	25,000	16,465	43,000
599-548-702.400	WAGES - TEMPORARY	3,307	6,000	4,046	30,200
599-548-702.600	UNIFORMS	4,200	4,600	4,200	4,900
599-548-702.800	ACCRUED SICK LEAVE	6,763	1,800	2,196	2,800
599-548-715.000	SOCIAL SECURITY (FICA)	27,754	30,000	19,041	33,100
599-548-716.100	HEALTH INSURANCE	73,596	87,000	47,036	93,500
599-548-716.200	DENTAL INSURANCE	4,320	4,500	2,896	5,500
599-548-716.300	OPTICAL INSURANCE	532	1,000	430	800
599-548-716.400	LIFE INSURANCE	915	1,000	706	1,100
599-548-716.500	DISABILITY INSURANCE	1,317	1,500	1,258	2,600
599-548-716.600	PHYSICALS	483	500	300	500
599-548-717.000	UNEMPLOYMENT INSURANCE	423	500	34	400
599-548-718.000	RETIREMENT	85,252	79,300	54,947	73,000
599-548-718.200	DEFINED CONTRIBUTION	5,353	6,000	3,997	7,500
599-548-719.000	WORKERS' COMPENSATION	7,596	8,000	5,152	10,000
599-548-728.000	OPERATING SUPPLIES	10,313	10,000	5,588	15,650
599-548-728.100	SUPPLIES	10,139	10,000	8,720	12,000
599-548-743.100	CHEMICALS - IRON	31,732	38,000	20,269	36,000
599-548-743.200	CHEMICALS - POLYMER	17,390	16,000	8,893	17,500
599-548-743.300	CHEMICALS - CHLORINE	27,464	36,000	15,585	36,000
599-548-751.000	GAS & OIL	4,776	6,000	2,250	6,000
599-548-801.000	PROFESSIONAL SERVICES: ADMINIS	17,520	18,000	7,648	18,000
599-548-801.000-SA	SAW GRANT-WASTEWATER	1,288		406	1,500
599-548-801.100-W/	PROFESSIONAL SERVICES-WAMP			14,974	90,000
599-548-810.000	INSURANCE & BONDS	39,883	40,000		40,000
599-548-820.100	ELECTRICITY	200,113	230,000	111,567	230,000
599-548-820.200	GAS	16,877	15,000	5,243	15,500
599-548-820.300	TELEPHONE	3,245	3,800	2,337	4,000
599-548-820.400	WATER & SEWER	2,517	3,000	1,371	3,000
599-548-820.500	REFUSE	583	700	456	800
599-548-831.000	BUILDING MAINTENANCE	28,201	30,000	18,935	31,000
599-548-831.000-H/	BUILDING MAINTENANCE				0
599-548-832.000	STATIONARY EQUIPMENT	5,955	7,000	5,600	5,875
599-548-833.000	EQUIPMENT MAINTENANCE	76,711	50,000	14,077	51,000
599-548-834.000	MAINTENANCE	86,485	80,000	50,260	85,600
599-548-834.100	HHW PROGRAM	9,200	9,200	9,200	9,600
599-548-845.000	LEASE	27,780	6,000	14,520	22,500
599-548-856.000	MISCELLANEOUS	3	25		0
599-548-858.000	MEMBERSHIPS & DUES	536	600	372	675
599-548-860.000	EDUCATION & TRAINING	827	1,000	1,700	2,500
599-548-899.101	GF CONTRIBUTION	172,807	177,775	89,861	211,450
599-548-968.000	DEPRECIATION EXPENSE	201,143			201,000
599-548-968.100	REPLACEMENT EXPENSE				
Totals for dept 548-WASTEWATER OPERATIONS		1,559,288	1,393,000	796,002	1,852,050

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Dept 901-CAPITAL OUTLAY					
599-901-975.000	COL - BUILDING IMPROVEMENTS		200,000	10,350	95,000
599-901-977.000	COL - EQUIPMENT	134,073	455,000	7,724	1,375,000
599-901-977.100	COL EQUIPMENT INTEREST				
Totals for dept 901-CAPITAL OUTLAY		134,073	655,000	18,074	1,470,000
NET OF REVENUES/APPROPRIATIONS - FUND 599		1,693,361	2,048,000	814,076	3,322,050

FLEET MAINTENANCE FUND: 661

SERVICE DESCRIPTION		CAPITAL OUTLAY			
		<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	
* Repair and maintain a fleet of 49 vehicles and 97 pieces of contractor's equipment	2 4x4 w/plow	60,000			
	2 1 ton pickups (water dept)	58,000			
	2 tandem axle dump trucks with underbody scraper and stainless salt spreader	220,000			
* Maintain computerized database of repair costs and preventative maintenance scheduling	1 air compressor	10,000			
	2 tandem dump trucks with underbody scraper and stainless steel salt spreader		250,000		
* Maintain an inventory of commonly used parts	2 pickups 3/4 ton		50,000		
	1 lift ladder		15,000		
	2 single axle dump trucks with underbody scraper and stainless steel salt spreader				200,000
* Provide input for specifications of replacement equipment	pogo tamp	4,000			
OPERATIONAL PLAN 2016-17					
Prepare bid specifications for equipment replacements					
Total		352,000	315,000	200,000	
STAFFING SUMMARY					
		CURRENT <u>2015-16</u>	PROPOSED <u>2016-17</u>		
Mechanics	1	1			
Total	<u>1</u>	<u>1</u>			
Public Works & Public Utilities Crews as assigned					
BUDGET SUMMARY					
	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>	
Personnel	124,691	124,975		117,525	
Supplies	39,373	52,000		52,000	
Other	258,307	214,500		295,500	
COL	400	367,000		352,000	
Transfer					
Total	422,771	758,475	0	817,025	

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET

Fund 661 - FLEET MAINTENANCE FUND					
Dept 000					
661-000-664.669	EQUIPMENT RENTAL	737,219	660,000	454,209	700,000
661-000-671.673	SALE OF FIXED ASSETS	13,740	15,000	0	0
661-000-695.697	CAPITAL LEASE	0	0	0	0
661-000-695.699	APPROPRIATION OF FUND BALANCE	0	83,475	0	117,025
Totals for dept 000-		750,959	758,475	454,209	817,025

NET OF REVENUES/APPROPRIATIONS - FUND 661		750,959	758,475	454,209	817,025

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 661 - FLEET MAINTENANCE FUND					
Dept 891-FLEET MAINTENANCE					
661-891-702.200	WAGES	43,908	53,500	31,940	60,000
661-891-703.000	OTHER COMPENSATION	11,517	9,300	7,301	14,400
661-891-715.000	SOCIAL SECURITY (FICA)	4,182	4,250	2,433	4,300
661-891-716.100	HEALTH INSURANCE	17,491	16,475	10,683	16,900
661-891-716.200	DENTAL INSURANCE	766	875	327	875
661-891-716.300	OPTICAL INSURANCE	57	125	40	125
661-891-716.400	LIFE INSURANCE	88	100	53	100
661-891-716.500	DISABILITY INSURANCE	14			0
661-891-717.000	UNEMPLOYMENT INSURANCE	27	25		25
661-891-718.000	RETIREMENT	12,413	10,100	6,132	19,000
661-891-719.000	WORKERS' COMPENSATION	1,928	1,725	1,020	1,800
661-891-728.000	OPERATING SUPPLIES	1,174	2,000		2,000
661-891-751.000	GAS & OIL	38,199	50,000	17,555	50,000
661-891-801.000	PROFESSIONAL SERVICES: ADMINIS	1,500	1,500		1,500
661-891-810.000	INSURANCE & BONDS	20,901	22,000		22,000
661-891-833.000	EQUIPMENT MAINTENANCE	64,164	65,000	31,318	65,000
661-891-845.000	LEASE				0
661-891-851.000	LOSS ON SALE OF FIXED ASSETS				0
661-891-860.000	EDUCATION & TRAINING	482	1,000		1,000
661-891-899.101	GF CONTRIBUTION	32,300	28,500	19,000	31,000
661-891-968.000	DEPRECIATION EXPENSE	171,260	125,000		175,000
Totals for dept 891-FLEET MAINTENANCE		422,371	391,475	127,802	465,025
Dept 901-CAPITAL OUTLAY					
661-901-975.000	COL - BUILDING IMPROVEMENTS				
661-901-979.000	COL-EQUIPMENT	400	367,000	109,528	352,000
661-901-979.100	COL-EQUIPMENT INTEREST				0
Totals for dept 901-CAPITAL OUTLAY		400	367,000	109,528	352,000
NET OF REVENUES/APPROPRIATIONS - FUND 661		422,771	758,475	237,330	817,025

BROWNFIELD AUTHORITY FUND: 283

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17
ConAgra/TiAl Site-District #3 * Uses financing mechanisms to redevelop obsolete and contaminated industrial and commercial properties. 	* City reimbursed for Cass Street per agreement with TiAl Products. *Developer reimbursed for eligible expenses
	CAPITAL OUTLAY
	<u>2016-17</u> <u>2017-18</u> <u>2018-19</u>
	Total 0 0 0

STAFFING SUMMARY

CURRENT <u>2015-16</u>	PROPOSED <u>2016-17</u>
Assistance from general fund staff	

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Admin	750	750		750
Tax Reimb	1,147	1,150		1,150
COL	0	0		0
Debt	12,950	10,450		14,000
Total	14,847	12,350	0	15,900

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 283 - OBRA FUND-DISTRICT#3-CONAGRA					
Dept 000					
283-000-401.407	OBRA:TAX CAPTURE	14,867	12,350	178	15,700
283-000-539.573	LOCAL COMMUNITY STABILIZATION SHARE	0	0	0	200
283-000-695.698	OTHER FINANCING SOURCES	0	0	0	0
Totals for dept 000-		14,867	12,350	178	15,900
NET OF REVENUES/APPROPRIATIONS - FUND 283		14,867	12,350	178	15,900

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 283 - OBRA FUND-DISTRICT#3-CONAGRA					
Dept 730-PROFESSIONAL SERVICES					
283-730-801.000	PROFESSIONAL SERVICES: ADMINIS	750	750	0	750
Totals for dept 730-PROFESSIONAL SERVICES		750	750		750
Dept 905-DEBT SERVICE					
283-905-980.991	PRINCIPAL	12,950	10,450	0	14,000
283-905-980.995	INTEREST				
Totals for dept 905-DEBT SERVICE		12,950	10,450		14,000
Dept 964-TAX REIMBURSEMENTS					
283-964-969.000	DEVELOPER REIMBURSEMENT	1,147	1,150	0	1,150
Totals for dept 964-TAX REIMBURSEMENTS		1,147	1,150		1,150
NET OF REVENUES/APPROPRIATIONS - FUND 283		14,847	12,350	0	15,900

BROWNFIELD AUTHORITY FUND: 288

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17			
Sugar Beet Site #8 * Uses financing mechanisms to build new public street to support Cargill and other commercial and industrial 'developments	* Tax increments distributed for city administration and debt service on bonded indebtedness			
	CAPITAL OUTLAY			
		<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
	Land Acquisition Street ROW to Cargill, and Water Mains & Services	2,095,000		
	Total	2,095,000	0	0

STAFFING SUMMARY

	CURRENT <u>2015-16</u>	PROPOSED <u>2016-17</u>
Assistance from general fund staff		

BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Admin	400	6,500		6,700
Tax Reimb	0	0		0
COL	0	0		2,095,000
Transfers	0	0		0
Debt	0	0		0
Total	400	6,500	0	2,101,700

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 288 - OBRA FUND-DISTRICT#8:SUGARBEET					
Dept 000					
288-000-401.407	OBRA:TAX CAPTURE	6,970	6,500	1,129	5,550
288-000-539.573	LOCAL COMMUNITY STABILIZATION SHARE	0	0	0	1,150
288-000-695.698	OTHER FINANCING SOURCES	0	0	0	2,095,000
Totals for dept 000-		6,970	6,500	1,129	2,101,700
NET OF REVENUES/APPROPRIATIONS - FUND 288		6,970	6,500	1,129	2,101,700

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 288 - OBRA FUND-DISTRICT#8:SUGARBEET					
Dept 730-PROFESSIONAL SERVICES					
288-730-801.000	PROFESSIONAL SERVICES	400	6,500	0	6,700
288-730-818.000	CONTRACTUAL SERVICES			0	184,000
Totals for dept 730-PROFESSIONAL SERVICES		400	6,500	0	190,700
Dept 901-CAPITAL OUTLAY					
288-901-971.000	LAND	0	0	0	98,000
288-901-972.000	WATER MAINS & HYDRANTS	0	0	0	717,600
288-901-974.000	SYSTEM IMPROVEMENTS	0	0	0	0
288-901-974.200	STREETS AND IMPROVEMENTS	0	0	0	1,095,400
Totals for dept 901-CAPITAL OUTLAY					1,911,000
NET OF REVENUES/APPROPRIATIONS - FUND 288		400	6,500		2,101,700

BROWNFIELD AUTHORITY FUND: 289

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17
Robbins Loft-District #9 * Uses financing mechanisms to redevelop obsolete and contaminated industrial and commercial properties.	* Tax increments distributed for city administration and developer expenses
	CAPITAL OUTLAY
	<u>2016-17</u> <u>2017-18</u> <u>2018-19</u>
	Total <u>0</u> <u>0</u> <u>0</u>

STAFFING SUMMARY

CURRENT <u>2015-16</u>	PROPOSED <u>2016-17</u>
Assistance from general fund staff	

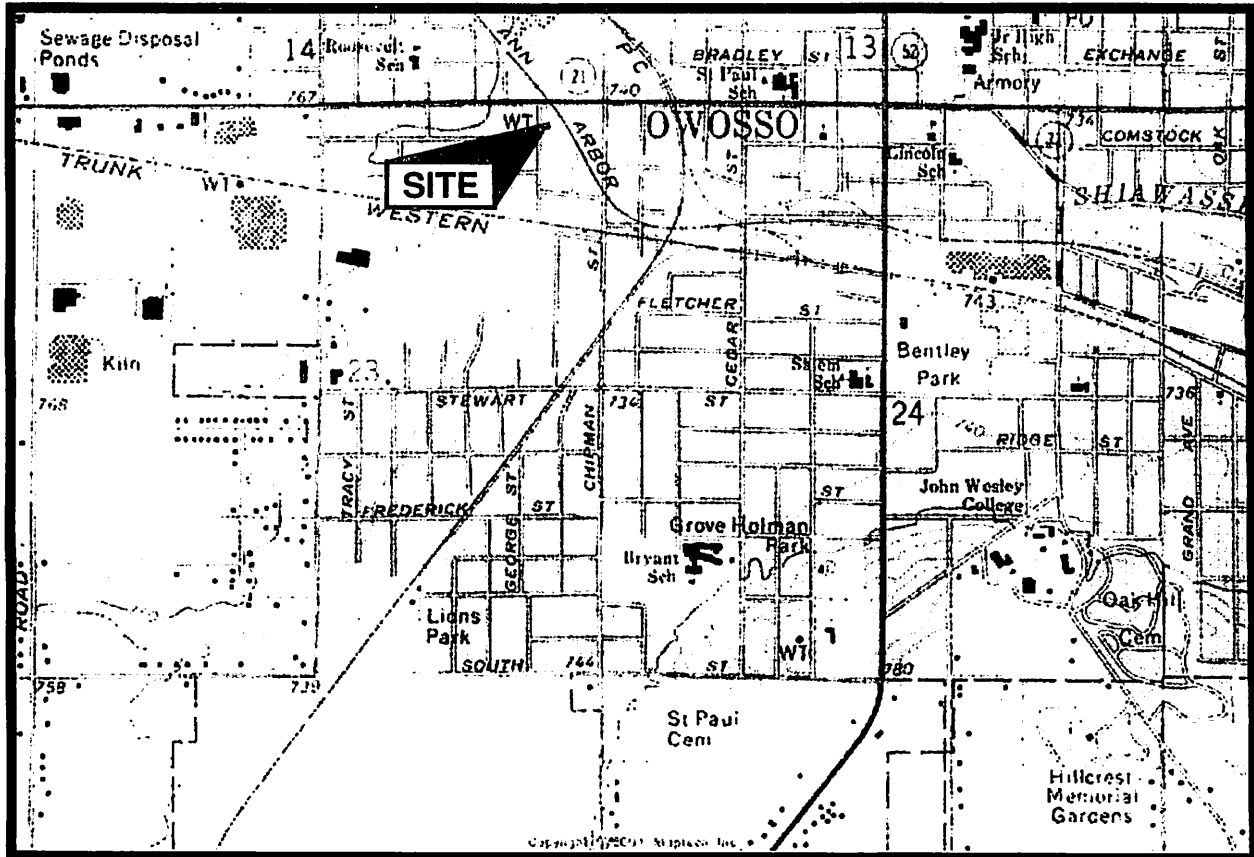
BUDGET SUMMARY

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Admin	1,050	1,075		1,100
Tax Reimb	0	1,150		2,275
COL	0	0		0
Transfers	0	0		0
Total	1,050	2,225	0	3,375

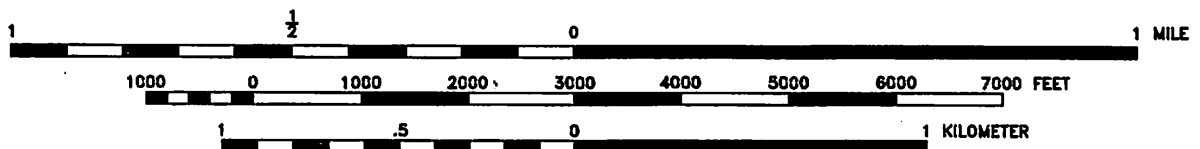
		2014-15	2015-16	2015-16	2016-17
		ACTUAL	ORIGINAL	THRU	REQUESTED
GL NUMBER	DESCRIPTION		BUDGET	2-29-2016	BUDGET
Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT)					
Dept 000					
289-000-401.407	OBRA:TAX CAPTURE	2,779	2,225	579	2,775
289-000-539.573	LOCAL COMMUNITY STABILIZATION SHARE	0	0	0	600
Totals for dept 000-		2,779	2,225	579	3,375
NET OF REVENUES/APPROPRIATIONS - FUND 289		2,779	2,225	579	3,375

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT)					
Dept 730-PROFESSIONAL SERVICES		0	0	0	0
289-730-801.000	PROFESSIONAL SERVICES: ADMINIS	1,050	1,075	0	1,100
Totals for dept 730-PROFESSIONAL SERVICES		1,050	1,075	0	1,100
Dept 901-CAPITAL OUTLAY					
289-901-974.000	SYSTEM IMPROVEMENTS				
Totals for dept 901-CAPITAL OUTLAY					
Dept 964-TAX REIMBURSEMENTS					
289-964-969.000	DEVELOPER REIMBURSEMENT		1,150	0	2,275
Totals for dept 964-TAX REIMBURSEMENTS			1,150	0	2,275
NET OF REVENUES/APPROPRIATIONS - FUND 289		1,050	2,225	0	3,375

OWOSSO SOUTH QUADRANGLE
MICHIGAN - SHIAWASSEE COUNTY
7.5 MINUTE SERIES (TOPOGRAPHIC)



T.7 N. - R.2 E.



CONTOUR INTERVAL 10 FEET
DATUM IS MEAN SEA LEVEL

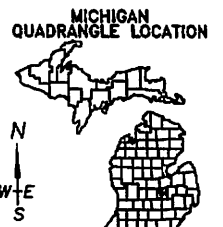


IMAGE TAKEN FROM 1972 U.S.G.S. TOPOGRAPHIC MAP

AKTPEERLESS
environmental services

115 West Allegan, Suite 410, P.O. Box 12223, Lansing, MI 48901
Phone: (517)482-9227 Fax: (517)482-9229

TOPOGRAPHIC LOCATION MAP
FORMER OSCAR RAU FURNITURE
1231 WEST MAIN STREET
AND 201 ROBBINS STREET
OWOSSO, MICHIGAN
PROJECT NUMBER : 4740L-1-17

DRAWN BY: GRT
DATE: 06-20-05

FIGURE 3

BROWNFIELD AUTHORITY FUND: 291

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17
Capitol Bowl-District #11 219 S. Washington * Uses financing mechanisms to redevelop obsolete and contaminated industrial and commercial properties. 	* Reimburse city for administration * Reimburse Capitol Bowl for advances made on eligible Brownfield expenses * Begin repayment to DDA for loan
CAPITAL OUTLAY	
	2016-17 2017-18 2018-19
Total	0 0 0

STAFFING SUMMARY

CURRENT 2015-16	PROPOSED 2016-17
Assistance from general fund staff	

BUDGET SUMMARY

	ACTUAL 2014-15	ADOPTED 2015-16	AMENDED 2015-16	PROPOSED 2016-17
Admin	1,750	875		875
Tax Reimb	8,077	8,650		9,425
Debt	3,425	0		0
COL	0	0		0
Total	13,252	9,525	0	10,300

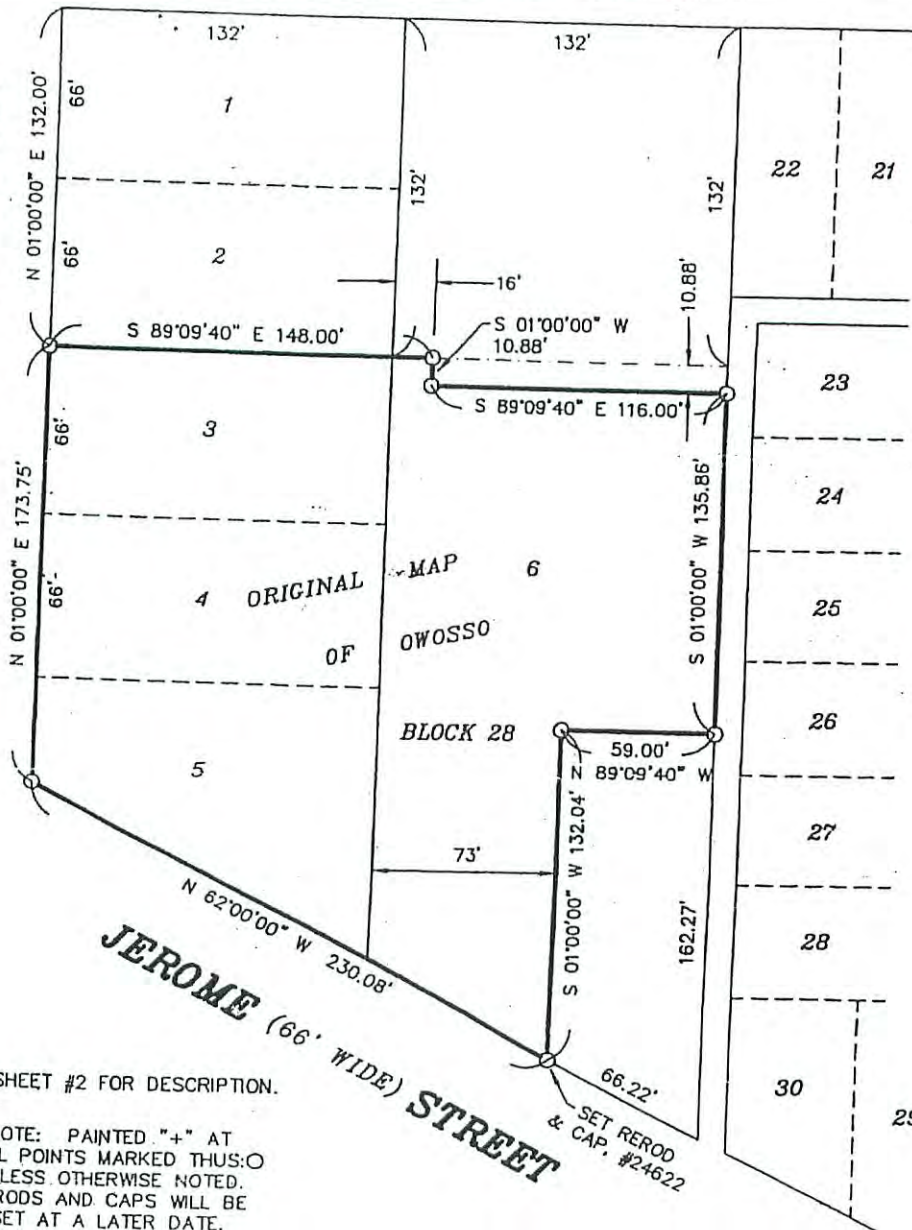
GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 291 - OBRA FUND-DIST#11(CAPITOL BOWL)					
Dept 000					
291-000-401.407	OBRA:TAX CAPTURE	1,682	1,700	129	1,850
291-000-539.573	LOCAL COMMUNITY STABILIZATION SHARE	0	0	0	150
291-000-671.676	DONATIONS	8,145	7,825	0	8,300
Totals for dept 000-		9,827	9,525	129	10,300
NET OF REVENUES/APPROPRIATIONS - FUND 291		9,827	9,525	129	10,300

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 291 - OBRA FUND-DIST#11(CAPITOL BOWL)					
Dept 730-PROFESSIONAL SERVICES					
291-730-801.000	PROFESSIONAL SERVICES: ADMINIS	1,750	875	0	875
Totals for dept 730-PROFESSIONAL SERVICES		1,750	875	0	875
Dept 905-DEBT SERVICE					
291-905-980.991	PRINCIPAL	3,425			
291-905-980.995	INTEREST				
Totals for dept 905-DEBT SERVICE		3,425			
Dept 964-TAX REIMBURSEMENTS					
291-964-969.000	DEVELOPER REIMBURSEMENT	8,077	8,650	0	9,425
Totals for dept 964-TAX REIMBURSEMENTS		8,077	8,650	0	9,425
NET OF REVENUES/APPROPRIATIONS - FUND 291		13,252	9,525	0	10,300

CERTIFICATE OF LAND SURVEY

COMSTOCK (66' WIDE) STREET

WASHINGTON (99' WIDE) STREET



M.E. HOLMES
SUB. OF LOTS 7, 8 & 9,
BLOCK 28,
ORIGINAL MAP OF OWOSSO

SEE SHEET #2 FOR DESCRIPTION.

NOTE: PAINTED "+" AT
ALL POINTS MARKED THUS: O
UNLESS OTHERWISE NOTED.
RERODS AND CAPS WILL BE
SET AT A LATER DATE.

CLIENT: Capitol Bowl c/o Sascon Inc.

DATE: February 6, 2006

SCALE: 1" = 60' JOB NO. 23799

City of Owosso
Shiawassee County
Michigan

Sheet #1 of 2

I hereby certify that I have surveyed and mapped the land above platted and/or described on February 2, 2006.

LANDMARK SURVEYING

204 N. SHIAWASSEE ST.
OWOSSO, MI 48867
(989) 725-8725
(810) 659-1053
FAX (989) 725-2452
landmark@shianet.org



Lori S. Kimble - Shiawassee Co. M

3161188
Page: 4 of 5
07/24/2006 11:11A
L-1098 P-984 121

BROWNFIELD AUTHORITY FUND: 292

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17			
Woodard Station Loft's-District #12	* Reimburse Woodard for eligible expenses related to redevelopment project.			
* Uses financing mechanisms to redevelop obsolete and contaminated industrial and commercial properties.				
	CAPITAL OUTLAY			
	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	
	Total	0	0	0
STAFFING SUMMARY				
	CURRENT	PROPOSED		
	<u>2015-16</u>	<u>2016-17</u>		
	Assistance from general fund staff			
BUDGET SUMMARY				
	ACTUAL	ADOPTED	AMENDED	PROPOSED
	<u>2014-15</u>	<u>2015-16</u>	<u>2015-16</u>	<u>2016-17</u>
Admin	1,000	1,000		1,000
Tax Reimb	38,277	36,725		68,700
COL	0	0		0
Transfers	0	0		0
Total	39,277	37,725	0	69,700

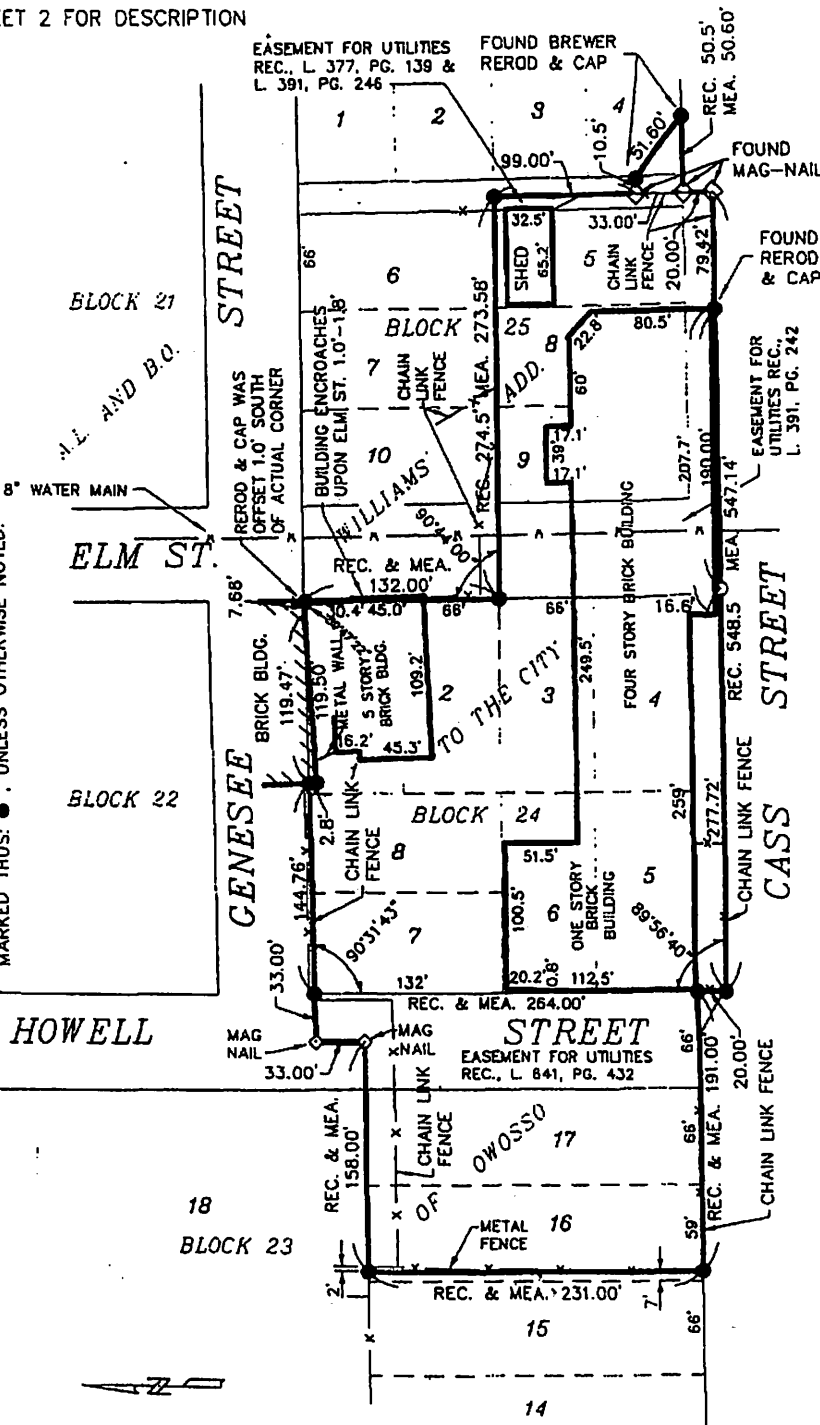
		2014-15	2015-16	2015-16	2016-17
		ACTUAL	ORIGINAL	THRU	REQUESTED
GL NUMBER	DESCRIPTION		BUDGET	2-29-2016	BUDGET
Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT					
Dept 000					
292-000-401.407	OBRA:TAX CAPTURE	39,944	37,725	1,545	68,100
292-000-539.573	LOCAL COMMUNITY STABILIZATION SHARE	0	0	0	1,600
292-000-695.698	OTHER FINANCING SOURCES	0	0	0	
Totals for dept 000-		39,944	37,725	1,545	69,700
NET OF REVENUES/APPROPRIATIONS - FUND 292		39,944	37,725	1,545	69,700

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT					
Dept 730-PROFESSIONAL SERVICES					
292-730-801.000	PROFESSIONAL SERVICES: ADMINIS	1,000	1,000	0	1,000
Totals for dept 730-PROFESSIONAL SERVICES		1,000	1,000	0	1,000
Dept 964-TAX REIMBURSEMENTS					
292-964-969.000	DEVELOPER REIMBURSEMENT	38,277	36,725	0	68,700
Totals for dept 964-TAX REIMBURSEMENTS		38,277	36,725	0	68,700
NET OF REVENUES/APPROPRIATIONS - FUND 292		39,277	37,725	0	69,700

CERTIFICATE OF LAND SURVEY

SEE SHEET 2 FOR DESCRIPTION

NOTES: 1.) THE CITY OF OWOSSO RETAINED AN EASEMENT FOR UTILITIES OVER THE VACATED PORTIONS OF HOWELL STREET, ELM STREET, CASS STREET AND THE ALLEY IN BLOCK 25.
2.) REROODS, 18" IN LENGTH, WITH CAP #24622, WERE FOUND AT ALL POINTS MARKED THUS: ●, UNLESS OTHERWISE NOTED.



Sheet 1 of 2

"A.L. & B.O. Williams"
Addition to the City
of Owosso
Shiawassee County
Michigan

CLIENT: _____
DATE: February 2, 2006
SCALE: 1" = 100' JOB NO. 23778

I hereby certify that I have surveyed and mapped the land above plattee and/or described on 07/21/04

LANDMARK SURVEYING

204 N. SHIAWASSEE ST.
OWOSSO, MI 48867
(989) 725-8725
(810) 659-1053
FAX (989) 725-2452
landmark@shianet.org



BROWNFIELD AUTHORITY FUND: 293

SERVICE DESCRIPTION		OPERATIONAL PLAN 2016-17		
Wesener Building - #13		* Reimburse Owner for eligible expenses related to redevelopment project.		
* Uses financing mechanisms to redevelop obsolete and contaminated industrial and commercial properties.				
		CAPITAL OUTLAY		
		<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
		Total	0	0
STAFFING SUMMARY				
CURRENT		PROPOSED		
<u>2015-16</u>		<u>2016-17</u>		
Assistance from general fund staff				
BUDGET SUMMARY				
	ACTUAL	ADOPTED	AMENDED	PROPOSED
	<u>2014-15</u>	<u>2015-16</u>	<u>2015-16</u>	<u>2016-17</u>
Admin	0	775		1,525
Tax Reimb	0	0		0
COL	0	0		0
Transfers	0	0		0
Total	0	775	0	1,525

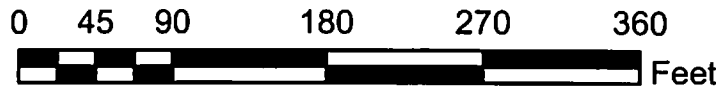
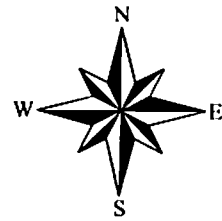
GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 293 - OBRA-DIST#13 WESNER BUILDING					
Dept 000					
293-000-401.407	OBRA:TAX CAPTURE	0	775	0	1,525
293-000-539.573	LOCAL COMMUNITY STABILIZATION SHARE	0	0	0	
293-000-671.676	DONATIONS	0	0	0	
293-000-695.698	OTHER FINANCING SOURCES	0	0	0	
Totals for dept 000-			775		1,525
NET OF REVENUES/APPROPRIATIONS - FUND 293			775		1,525

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 293 - OBRA-DIST#13 WESNER BUILDING					
Dept 730-PROFESSIONAL SERVICES					
293-730-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE		775	0	1,525
Totals for dept 730-PROFESSIONAL SERVICES			775	0	1,525
Dept 901-CAPITAL OUTLAY					
293-901-974.000	SYSTEM IMPROVEMENTS				0
Totals for dept 901-CAPITAL OUTLAY					0
Dept 905-DEBT SERVICE					
293-905-980.995	INTEREST				0
Totals for dept 905-DEBT SERVICE					0
Dept 964-TAX REIMBURSEMENTS					
293-964-969.000	DEVELOPER REIMBURSEMENT				0
Totals for dept 964-TAX REIMBURSEMENTS					0
NET OF REVENUES/APPROPRIATIONS - FUND 293			775	0	1,525

City of Owosso

Wesener Building Location

September 14, 2011



DOWNTOWN DEVELOPMENT AUTHORITY: 296

SERVICE DESCRIPTION			OPERATIONAL PLAN 2016-17		
Downtown Development Authority Expenses Main Street Four Point Approach			The OMS/DDA Board met on January 15th and set the following goals as priorities for each of the four committees for the fiscal year beginning July 1, 2014 and ending June 30, 2015: 1. Incentivize further development of the downtown. a. Support the current momentum of possible redevelopment projects happening within our Main Street district (Armory, Matthews Building, etc...) 2. Increase volunteer participation through comprehensive volunteer management strategies. a. Create strategic volunteer partnerships. 3. Help in creating a strong business base in downtown Owosso. a. Providing better business assistance. b. Creating strategic partnerships. d. Identify and market missing business niches. 4. Historic Preservation		
STAFFING SUMMARY					
	CURRENT <u>2015-16</u>	PROPOSED <u>2016-17</u>			
Board	9	9			
Director	1	1			
Contractual	2	2			
Total	12	12			
CAPITAL OUTLAY					
			<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
Total			0	0	0
BUDGET SUMMARY					
	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>	
Gen Services		77,300		83,600	
Organization		1,000		2,500	
Promotion		6,000		8,500	
Design		6,800		8,000	
Econmic		500		1,500	
Transfers		10,000		9,000	
Debt		75,400		76,825	
Total	-	177,000	0	189,925	

GL NUMBER	DESCRIPTION	2014-15	2015-16	2015-16	2016-17
		ACTUAL	ORIGINAL	THRU	REQUESTED
			BUDGET	2-29-2016	BUDGET
Fund 296 - DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000					
296-000-401.403	GENERAL PROPERTY TAX		26,925		28,300
296-000-539.573	LOCAL COMMUNITY STABILIZATION SHARE				19,550
296-000-401.405	TAX INCREMENT FINANCING		147,525		169,750
296-000-600	SALES-FARMER'S MARKET		0		
296-000-664	INTEREST INCOME		0		
296-000-671.676	INCOME-DESIGN		0		
296-000-671.678	INCOME-PROGRAMS		0		
296-000-671.679	INCOME-ORGANIZATION		0		
296-000-671.694	MISC INCOME		2,775		
296-000-695	OTHER FINANCING SOURCES				
Totals for dept 000-			177,225		217,600
NET OF REVENUES/APPROPRIATIONS - FUND 296			177,225		217,600

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 296 - DOWNTOWN DEVELOPMENT AUTHORITY					
APPROPRIATIONS					
Dept 200-GEN SERVICES					
296-200-728.000	OPERATING SUPPLIES				2,000
296-200-818.000	CONTRACTUAL SERVICES				3,100
296-200-831.000	MAINTENANCE				21,000
296-200-858.000	MEMBERSHIPS & DUES				1,000
296-200-860.000	EDUCATION & TRAINING				1,500
296-200-999.101	MANAGER WAGES				55,000
Totals for dept 200-GEN SERVICES			77300		83,600
Dept 695-ORGANIZATION					
296-695-728.000	SUPPLIES		1000		2,500
Totals for dept 695-ORGANIZATION			1000		2,500
Dept 696-PROMOTION					
296-696-728.000	SUPPLIES		6000		8,500
Totals for dept 696-PROMOTION			6000		8,500
Dept 697-DESIGN					
296-697-728.000	OPERATING SUPPLIES		6800		8,000
Totals for dept 697-DESIGN			6800		8,000
Dept 698-ER					
296-698-818.000	WORK PLAN EXPENDITURES		500		1,500
Totals for dept 698-ER			500		1,500
Dept 901-CAPITAL OUTLAY					
296-901-965.730	CAPITAL CONTRIBUTION-ECON DVMT		10000		9,000
Totals for dept 901-CAPITAL OUTLAY			10000		9,000
Dept 966-TRANSFERS OUT					
296-966-999.369	TRANSFER-DEBT SERVICE		75400		76,825
Totals for dept 966-TRANSFERS OUT			75400		76,825
TOTAL APPROPRIATIONS			177,000		189,925



STREETS CAPITAL PROJECTS: 411

SERVICE DESCRIPTION	OPERATIONAL PLAN 2016-17
Account for the construction of capital improvements funded by debt that often occur over multiple fiscal years	* Construct Street and other ROW Improvements as outlined in the Capital Outlay Section

CAPITAL OUTLAY

	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
Oliver Street - Washington Gould Street		\$321,900	
Total	0	321,900	0

STAFFING SUMMARY	
------------------	--

General City Staffing

BUDGET SUMMARY	
Category	Amount
Salaries	\$1,200,000
Benefits	\$300,000
Travel	\$150,000
Supplies	\$75,000
Utilities	\$125,000
Depreciation	\$200,000
Other	\$150,000
Total	\$2,000,000

	ACTUAL <u>2014-15</u>	ADOPTED <u>2015-16</u>	AMENDED <u>2015-16</u>	PROPOSED <u>2016-17</u>
Other				850
COL	80,625	37,600		0
Transfers				
Total	80,625	37,600	0	850

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 411 - CAPITAL PROJECTS-2011 STREET PROGRAM					
Dept 000					
411-000-539.523	GRANT-EDF CATEGORY F				
411-000-664.664	INTEREST INCOME	456		161	
411-000-695.698	OTHER FINANCING SOURCES				
411-000-695.699	APPROPRIATION OF FUND BALANCE		37,600		850
Totals for dept 000-		456	37,600	161	850
NET OF REVENUES/APPROPRIATIONS - FUND 411		456	37,600	161	850

GL NUMBER	DESCRIPTION	2014-15 ACTUAL	2015-16 ORIGINAL BUDGET	2015-16 THRU 2-29-2016	2016-17 REQUESTED BUDGET
Fund 411 - CAPITAL PROJECTS-2011 STREET PROGRAM					
Dept 270-ADMINISTRATIVE					
411-270-801.000	PROFESSIONAL SERVICES: ADMINIS	850			850
Totals for dept 270-ADMINISTRATIVE		850			850
Dept 901-CAPITAL OUTLAY					
411-901-965.585	CAPITAL CONTRIBUTION-PARKING				0
411-901-974.000	LAND IMPROVEMENTS				
Totals for dept 901-CAPITAL OUTLAY					0
Dept 966-TRANSFERS OUT					
411-966-999.202	TRANSFER TO MAJOR STREET	54,475			
411-966-999.203	TRANSFER TO LOCAL STREET	25,300	37,600		0
Totals for dept 966-TRANSFERS OUT		79,775	37,600		0
NET OF REVENUES/APPROPRIATIONS - FUND 411		80,625	37,600		850