

April 17, 2023

Mayor Leeming and City Council  
City of DeWitt  
DeWitt, Michigan

In accordance with Article 12 of the City Charter, enclosed for your review is the City Administrator's Proposed Budget for Fiscal Year 2023-2024 for the City of DeWitt. This budget document recommends a work program and financial plan for operating the City of DeWitt from July 1, 2023, to June 30, 2024. I would like to thank the staff for their effort and diligence in helping to present a fiscally constrained budget while preserving the services the residents of the City of DeWitt have come to expect.

The following narrative provides a brief outline of key elements comprising the proposed City budget for the upcoming fiscal year:

#### **GENERAL FUND**

**Revenues:** The FY23-24 General Fund Budget has proposed continuing the current millage rate of 13.00 mills. Total revenues for the General Fund for Fiscal Year 2023-24 are expected to be \$3,754,306; a slight decrease of \$77,600 from the Fiscal Year 2022-23 Original Budget, which is attributed to removing the \$130,000 anticipated MNRTF Grant. Total revenues are expected to increase by approximately \$81,535 from FY22-23

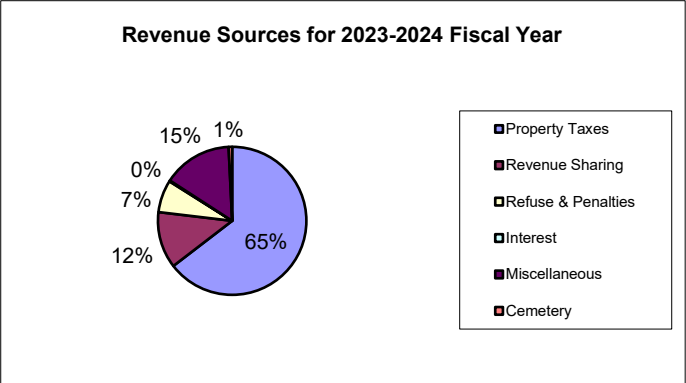
The largest source of revenue continues to be property taxes. The FY 23-24 General Fund budget proposes total property tax revenues of \$2,452,600, which is an increase of \$52,800 from FY22-23.

The second largest source of revenue for the General Fund is State Shared Revenue. The budget estimates that the city will receive \$465,175 in revenue sharing for FY 23-24. Michigan Department of Treasury has the State of Michigan FY24 revenue estimates of \$523,052.00.

The Federal Covid Stimulus funding is not accounted for in the budget, which totals \$505,636. The funding has been received and Council has indicated spending 50% on the East Dill Drive Sewer Extension, 25% on playground equipment replacement, and 25% on street resurfacing.

Mayor Leeming and City Council  
FY23-24 Budget

The General Fund presented represents a balanced budget with an anticipated draw of \$93,640 from the General Fund Fund Balance at the end of the Fiscal Year.



**Expenditures:** Total General Fund expenditures for FY23-24 are budgeted at \$3,847,946. This is a slight increase of \$20,051.00 FY22-23 Original Budget.

Some points of interest in the General Fund are:

**Council:** The council budget is being proposed at \$32,940.00, which is being held flat from FY22-23.

**Administrator:** The administrator budget covers the City Administrator, Administrative Assistant. The proposed budget is \$272,203 a \$21,220 increase from FY22-23 due to wage increases.

**Election:** This is one of those categories that fluctuate as the number of elections can vary from year to year. The department budget has four (4) elections budgeted during the FY23-24 year. The budget for Elections decreased by \$436.00 from FY22-23.

**Assessor:** Normal operating costs for contracting Assessing are budgeted for a slight increase. The City signed a new contract with the City of Grand Ledge, effective April 1, 2021, that provided a four-year rate guarantee, which expires on March 31, 2025. Overall, the Assessing budget is increasing by \$1,340.00.

**Clerk/Treasurer:** The Clerk/Treasurer budget covers the Clerk/Treasurer and Administrative Specialist. The proposed budget is \$193,349.00, which is a decrease of \$9,577.

**Building and Grounds:** A variety of activities are funded from the Building and Grounds budget. Major expenses from this budget include payment to Granger Disposal for the refuse and recycling contract (\$328,380); transferring of funds to the Street Fund for street improvements (\$70,000); street lights (\$86,286), legal fees (\$40,000) and Bond Payment (\$140,000). The overall budget increased by \$56,695.00 from FY22-23.

**Police Department:** Total expenditures for the Police Department are anticipated at \$1,021,448, which is an increase of \$35,267 from the FY22-23 Original Budget. The increases are mainly due to wage increases and an increased hourly rate for PTE staff. The cumulative four-year average for part-time officers remains consistent at 2,400 hours per year. On July 1, 2022, the hourly rate for part-time officers increased to \$20.60.

**Fire Department:** The City's payment to the DeWitt Area Emergency Services Authority for FY23-24 will be \$217,000.00. This is an increase of \$14,000.00 FY22-23 Original Budget. The Authority presented its annual budget at a previous City Council meeting and indicated additional funds being used to cover increased hours for the Chief and Capital Improvement for equipment purchases. In addition to the payment to DAESA, \$1,000 is included in the Fire Department budget for the repair and maintenance of the building, which is owned by the city.

**Planning:** The Planning budget for FY23-24 is \$4,750, which is a decrease of \$8,000 due to less activity at the Planning Commission by our planning consultant.

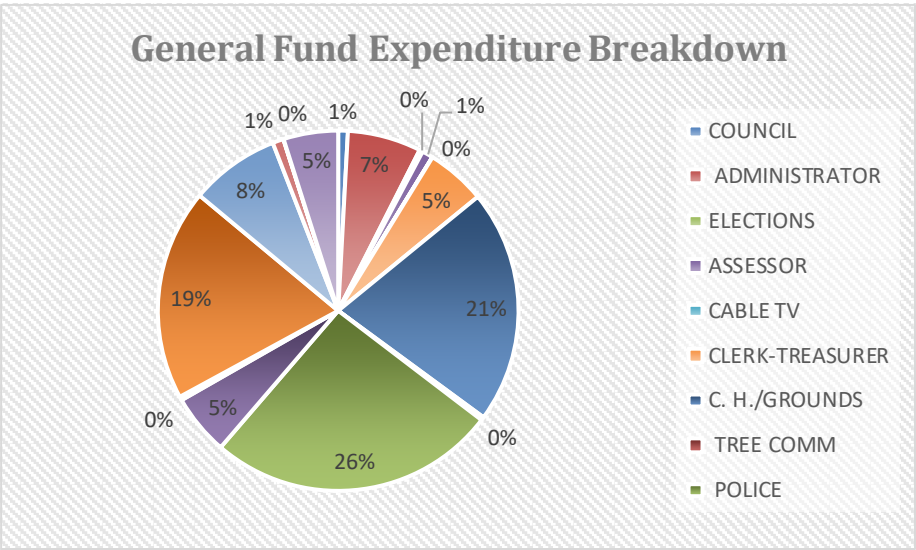
**Public Services:** The DPS proposed budget is \$793,587 which is an increase of \$71,414 from the FY22-23 Original Budget. The budget includes funds for an increase in part-time staff for leaf collection, \$50,000 for engineering/architecture services, and increased pension costs.

**The Parks Facilities:** FY23-24 operating budget is \$171,713 a decrease of \$134,292 from the FY22-23 Original Budget total. The FY23-24 Budget does include the City match for an LWCF Grant Application and the replacement of playground equipment at McGuire Park. The FY22-23 budget included the MNRTF grant match and a portion of Riverside/Sports Park improvements.

**Recreation:** The Recreation budget contains funds for paying the DeWitt Area Recreation Authority for providing recreation programming to City residents. The amount to be paid to DARA is estimated since they operate on a January 1st fiscal year. The DARA payment is proposed to be \$37,546.00, which is a slight increase from FY22-23. The actual costs are based in part on programming numbers, which reflect the number of City participants. The DARA budget is directly impacted by registration numbers, which are expected to increase from 2023 and will have a positive impact on DARA's operating budget.

**Retiree Benefits:** The retiree benefit budget is proposed to be \$183,129.00. The budget includes an annual payment of \$25,000 to the Retiree Health Care Trust Fund and a \$150,000 additional payment to the MERS Pension System. These payments are above and beyond the required City contribution to eliminate the City's long-term unfunded liability. Coverage of the current City retirees and the OPEB audit are the remaining costs.

**Fund Balance:** Per previous budget years, the Council and Administration have shared the mutual goal of maintaining a minimum of 25% of a given Fiscal Year's expenditures in the General Fund fund balance. Under the proposed budget the Fund Balance would be 44.45%, including transfers.



**STREET FUNDS**

**Major Street Fund:**

**Revenues:** Revenues for the Major Street fund come from the State of Michigan and are allocated based on a formula that includes; population (4,775) and miles of major streets (6.43). Revenues for FY23-24 are anticipated to be 389,200. Each category has a factor assigned and as revenue estimates come into the State they adjust the revenue estimates accordingly. Revenue estimates are posted on the Treasury website for Gas Tax Revenues. The Fund Balance is healthy at \$385,033.00.

**Expenditures:** The expenditures fluctuate as the street improvement projects may or may not take place on a “Major” street in a given year. The next project for the Major Street will be in FY25-26 for the East Main Street resurfacing.

**Local Street Fund:**

**Revenues:** Revenues are anticipated to be approximately \$357,500. Funds transferred to Local Streets from the General Fund and Major Streets are proposed to total \$175,000 and Gas Tax Revenue is estimated at \$180,000; for resurfacing and crack sealing. If approved, the Local Street’s Fund Balance would increase slightly by \$334.00. The remaining Fund Balance totals \$207,524 for the Local Streets Fund

**Expenditures:** Based on the comments from the Five-Year Budget Model, the Five-Year Transportation Plan will be implemented and the following streets are scheduled for resurfacing; West Dill, West Webb, Cedarwood, and Looking Glass Glen. Construction funds budgeted for the proposed street resurfacing, including design/construction engineering total \$273,000.00.

**WATER AND SEWER FUND**

**Revenues:** The largest source of revenue for the Water/Sewer Fund is sewer services. Based on ownership and flow rates at SCCMUA, quarterly sewer rates are proposed to increase two percent (2%) to 74.00 per REU. New construction is anticipated to generate approximately \$37,000.00 in hook-up fees. Total revenues are expected to increase by \$13,361, to \$751,617.00 for FY23-24

**Expenditures:** Operating expenditures are budgeted at \$1,485,055. The increase is due to allocating \$790,000 to the East Dill Drive sanitary sewer extension. Aside from the sewer extension project, the largest expense for the Water/Sewer Fund will continue to be SCCMUA expenses, which are projected at \$393,253.00 and do not include funds for the City’s portion of the debt payment for the SRF project. Payment to SCCMUA covers the cost of treating the sanitary sewer generated in the city and the operation and maintenance of the City’s sanitary sewer collection system. The Capital Outlay/Sewer line item contains \$15,000 for sanitary sewer repairs as recommended and prioritized in the SAW Grant.

The Fund Balance continues to remain healthy in the Water and Sewer Fund, approximately \$2.8 million. The City currently has approximately \$445,000 in Lift Station reserves with SCCMUA and approximately \$110,000 for treatment plant operations. The goal has been to continue to carry a healthy enough fund balance in the Water and Sewer Fund so that the City could offset any major capital expenses at SCCMUA.

**MOTOR POOL FUND**

**Revenues:** Motor Pool Fund revenues come in the form of rental income from other City funds that utilize the equipment owned by the Motor Pool Fund. Total revenues are estimated at \$278,331.00 remaining flat from FY22-23. The motor pool account is in a position to cover the proposed equipment purchases and has a balance of \$357,445.00 in retained earnings to assist with future equipment purchases.

**Expenditures:** Motor Pool Fund expenses are anticipated to be \$382,452.00 for FY23-24, which is an increase of \$24,042. This year the budget proposes the replacement of a large plow truck for the DPW and a patrol vehicle in the Police Department. Other regular operating expenses contained in this budget have been adjusted to cover increases in labor and fuel. Traditionally, capital outlay expenses for the Motor Pool Fund are cyclical, which has an overall impact on the amount of Retained Earnings that the Motor Pool Fund carries.

**GENERAL COMMENTS**

**User Fees/Rates:** Quarterly sanitary sewer fees are proposed to increase by two-percent (2%) from \$72.54 to \$74.00.

**Proposed Refuse/Sewer Rates:**

Refuse - \$48.28 (3.0%) Sanitary Sewer - \$74.00 (2%)

**Total Bill = \$122.28 - 2.4% increase**

**Current Refuse/Sewer Rates:**

Refuse - \$46.87 Sanitary Sewer - \$72.54

**Total Bill = \$119.41**

**Wages:** The proposed budget includes a 3.0% wage adjustment for all full-time union and non-union employees.

**Debt:** The current City debt during FY23-24 (including principal and interest) totals \$3,046,418.00. Of this amount, approximately \$132,000 in principal and interest will be paid during this fiscal year. The City has a total per capita debt of approximately \$637.86 for FY23-24. The City's debt load is due to the bonding for the construction of a new city hall. The Debt Schedule is contained in the budget book and highlights the next ten (10) years of required debt payments.

Respectfully Submitted,

Daniel J. Coss  
City Administrator

**CITY OF DEWITT**  
**PLANNING & ZONING**  
**FY 2023-2024 BUDGET**

**User Fees/Rates**

Listed below is a summary of the different fees collected by the City of DeWitt for various reviews. Be advised that these fees are subject to change by Ordinance or Resolution of the City Council.

REVIEW TYPE	DESCRIPTION	RATES	PROPOSED RATES
<b>Special Land Use</b>	Special Land Use	\$375.00 + \$ 14.00 Per Acre	
	Wireless Communication Use	\$470.00 + \$ 14.00 Per Acre	
	NOTE: Special Land Use is in addition to fee for Site Plan Approval		
<b>Site Plan Review</b>	<b>Based on following uses:</b>		
	Multiple Family	\$350.00 + \$8.75 Per Unit	
	Cluster Housing Development	\$375.00 + \$9.50 Per Unit	
	Manufactured Housing Park	\$475.00 + \$5.00 Per Home Unit	
	Commercial & Office Dev.	\$490.00 + \$55.00 Per Acre	
	Industrial Development	\$470.00 + \$55.00 Per Acre	
	Institutional & Public/Semi-Public Development	\$375.00 + \$55.00 Per Acre	
	Wireless Communication Tower	\$410.00 + \$55.00 Per Acre	
<b>Revised Site Plan Review</b>	For each revision submitted within 90 days of Planning Commission meeting review. If not submitted within 90 days-start process over.	½ of original review fee	

**CITY OF LEWITT  
PLANNING & ZONING  
FY 2023-2024 BUDGET  
User Fees/Rates**

<b>REVIEW TYPE</b>	<b>FEES</b>	<b>PROPOSED RATES</b>
<b>Plat/Subdivision</b>	<b><i>Based on following applications:</i></b>	
Tentative and Final Preliminary Plat Review	\$2,950.00 Application Fee \$ 26.00 Per Lot if 30 or Less Lots \$ 18.00 Per Lot if 31-60 Lots \$ 12.50 Per Lot if 61 or More Lots	
Final Plat Review	\$1,550.00 Application Fee \$ 12.50 Per Lot if 30 or Less Lots \$ 9.25 Per Lot if 31-60 Lots \$ 6.25 Per Lot if 61 or More Lots	
Site Condominium Preliminary Review	\$2,950.00 Application Fee \$ 24.75 Per Lot if 30 or Less Units \$ 17.50 Per Lot if 31-60 Units \$ 12.25 Per Lot if 61 or More Units	
Site Condominium Final Review	\$1,550.00 Application Fee \$ 12.50 Per Lot if 30 or Less Units \$ 9.25 Per Lot if 31-60 Units \$ 6.25 Per Lot if 61 or More Units	
<b>Rezoning Request</b>	\$515.00 Per Request	
<b>Variance</b>	\$285.00 Per Review	
<b>Parking, Loading &amp; Unloading Permit</b>	Up to Five Spaces/\$15.50 Per Space Per Each Additional Space Above Five/\$5.25 Per Sp. Per Loading/Unloading Space \$15.50 Per Space	
<b>Sign Permit</b>	Per Each Sign \$75.00 Per Sign	

**CITY OF LEWITT  
PLANNING & ZONING  
FY 2023-2024 BUDGET  
User Fees/Rates**

REVIEW TYPE	FEES	PROPOSED RATES
Land Division (Property Splits)	\$350.00 + \$46.25 Per Lot Resulting	
Interpretation of Zoning Ordinance	\$285.00 Per Request	
Interpretation of Zoning Ordinance Map	\$285.00 Per Request	
Classification of Land Use	\$285.00 Per Request	
Review of Planning Commission Decision	\$285.00 Per Request	
Review of Enforcement Decision	\$285.00 Per Request	
Review of Planning Commission Decision on Conditional Special Land Use Permit	\$285.00 Per Request	
Storm Water Management Plan Application Fee + Review Escrow Per Ordinance	\$285.00 Per Request	

**CITY OF DEWITT  
PLANNING & ZONING  
FY 2023-2024 BUDGET  
User Fees/Rates**

REVIEW TYPE	FEE AMOUNT	PROPOSED RATES
<b>NOTE:</b> At the discretion of the City Administrator, applicants may be required to deposit funds with the City, in addition to the application, to cover additional costs incurred for engineering and other review fees.		
<b>Woodland and Wetlands Review</b>	Billed hourly according to fee for professional services outlined below.	
<b>Meetings with Applicants</b>	Billed hourly according to fee for professional services outlined below.	
<b>FEE SCHEDULE</b>	<b>HOURLY RATE</b>	<b>PROPOSED RATES</b>
Managing Partner	\$144.00	
Partner	\$115.00	
Senior Planner	\$105.00	
Planner	\$95.00	

The hourly rate includes cost of salary and overhead. Hourly rates are subject to change, no more than a 10% increase by category, at the beginning of every calendar year or annually to correspond with the City's contract and budget process. Reimbursable expenses include copying, document reproduction, overnight or priority mail, photography, map reproduction and material, aerial photographs, purchase of computer mapping files, lodging and travel (IRS rate). These expenses are invoiced at documented cost.

**CITY OF SEWITT  
UTILITIES  
FY 2023-2024 BUDGET  
User Fees/Rates**

<b>PURPOSE</b>	<b>DESCRIPTION</b>	<b>RATES</b>	<b>PROPOSED RATES</b>
<b>Sewer Connection</b>		\$3700.00	
(Rate applies for new builds only existing homes have different rates-See Council resolution.)			
<b>Inspection Fees (Per S.C.C.M.U.A.)</b>	Per Hour/On-Site	\$50.00*	
	Per Hour/Office Review	\$35.00	
	Per Hour/Ad. Review	\$30.00	
<b>*Note : Laboratory/Analysis Fees, Engineering Fees and Legal Fees incurred by SCCMUA are billed at actual cost.</b>			
<b>Sewer Quarterly Billing</b>		\$72.54/Per REU	\$76.17/Quarter
<b>Refuse &amp; Recycling</b>		\$46.87/Quarter	\$48.28/Quarter
<b>Eligible Senior Refuse &amp; Recycling</b>		\$32.60/Quarter	\$33.80/Quarter (30% Discount – Age & Income Based)
<b>Copies</b>		\$0.25	
<b>Returned Check</b>		\$35.00	

**CITY OF DEWITT  
OTHER  
FY 2023-2024 BUDGET  
User Fees/Rates**

<b>PURPOSE</b>	<b>DESCRIPTION</b>	<b>RATE</b>	<b>PROPOSED RATE</b>
<b>Notary Services</b>	Limit 10	\$0.00/Resident +10 = \$0.50 per doc \$5.00/Non-Resident +10 = \$0.50 per doc	
<b>City Code Book</b>	Complete – Hard Bound	\$260	
<b>City Code – Zoning Excerpt</b>		\$27.50	
<b>Comprehensive Dev. Plan</b>		\$27.50	
<b>Municipal Standards</b>		\$45.00	
<b>Qualified Voter File Info.</b>	Per Name Provided on ....	\$0.03/Labels \$0.02/List	
<b>Peddlers (Chapter 18)</b>	Per Person/Per Week/ Month/Year	\$40.00/Per Week \$60.00/Per Month \$90.00/Per Year	
<b>Marriage Fees</b>		\$25.00	
<b>Community Room Fees (1<sup>st</sup> 2 Hours at Hourly Rate)</b>	Resident Non-Resident	\$20/Hr. + \$150.00 Deposit \$40/Hr. +\$150.00 Deposit	
<b>Vehicle Storage Permit Annual Fee Per Section 62-78 City Code</b>	Per Permit	\$35.00	

**CITY OF DEWITT  
CEMETERY  
FY 2023-2024 BUDGET  
User Fees/Rates**

PURPOSE	DESCRIPTION	RATE	PROPOSED RATE
Cemetery Lots			
Resident/Taxpayer		\$460.00 (To Perpetual Care \$250.00)	
Non-Resident/Taxpayer		\$1,050.00 (To Perpetual Care \$325.00)	
Non-Infant Grave Opening		\$360.00	\$450.00
Cremation Burial		\$160.00	\$200.00
Disinterment Fee	Traditional Disinterment Cremation Disinterment		\$650.00 \$400.00
Infant Grave Opening		\$100.00 Note: Infant rate applies for a casket 14"x 20" or less in size	
Additional if after 2:30 P.M. Monday - Friday		\$175.00	
Additional for Saturdays		\$200.00	
These additional charges apply to all types of burials listed above.			
Note: Burials are not available on Sunday or on Holidays observed by the City.			
Foundations		\$0.80 Per Square Inch	
Shrub Removal		\$28.50	
Space Transfer Fee		\$36.00	

**CITY OF DEWITT  
PARKS & RECREATION  
FY 2023-2024 BUDGET  
User Fees/Rates**

<b>FACILITY</b>	<b>DESCRIPTION</b>	<b>RATE</b>	<b>PROPOSED RATES</b>
<b>Memorial Park</b>	4 Hours/Resident	\$67.00	
Includes us of Gazebo	8 Hours/Resident	\$92.00	
and restroom facility	4 Hours/Non-Resident	\$134.00	
	8 Hours/Non-Resident	\$185.00	
<b>Riverside Park</b>	4 Hours/Resident	\$67.00	
Includes us of pavilion and	8 Hours/Resident	\$ 92.00	
Restroom facility	4 Hours/Non-Resident	\$134.00	
	8 Hours/Non-Resident	\$185.00	
<b>River Trail Park</b>	4 Hours/Resident	\$67.00	
Includes us of educational	8 Hours/Resident	\$92.00	
Pavilion and restroom facility	4 Hours/Non-Resident	\$134.00	
	8 Hours/Non-Resident	\$185.00	

**CITY OF DEWITT**  
**PARKS & RECREATION**  
**FY 2023-2024 BUDGET**  
**User Fees/Rates**

<b>FACILITY</b>	<b>DESCRIPTION</b>	<b>RATES</b>	<b>PROPOSED RATES</b>
<b>McGuire Park</b>	4 Hours/Resident	\$67.00	
Includes use of pavilion	8 Hours/Resident	\$92.00	
	4 Hours/Non-Resident	\$134.00	
	8 Hours/Non-Resident	\$185.00	
<b>Sports Park-Pavilion</b>	4 Hours/Resident	\$67.00	
	8 Hours/Resident	\$103.00	
	4 Hours/Non-Resident	\$134.00	
	8 Hours/Non-Resident	\$206.00	
<b>Sports Park Soccer Field</b>	2 Hours of Use	\$35.00	
<b>Sports Park Softball Field</b>	2 Hours of Use	\$35.00	
	Per 1 Field – 2 Fields Available	\$35.00	

**CITY OF DEWITT  
BUILDING  
FY 2023-2024 BUDGET  
User Fees/Rates**

<b>BUILDING DEPARTMENT</b>			<b>RATES</b>	<b>PROPOSED RATES</b>
1. Application Fee**			\$15.00 (non-refundable)	
2. Building Permit*			\$65.00 for value or valuation up to \$1,000. After \$1,000 of value \$8.00 per \$1,000. After \$1,000,000 of value \$6.00 per \$1,000.	
3. Demolition Permit			\$65.00 (wrecking or demolition of a building or structure)	
4. Moving Permit			\$65.00 per building (moving buildings or structures in excess of twelve [12] feet in width, or eighty [80] feet in length, inclusive of the vehicle or twelve [12] feet, six [6] inches in height) \$ 250 police escort fee (each 4-hour segment, not prorated).	
5. Mobile Home On-Site			\$65.00 (owner/operator of a mobile home park is required to notify the Township Building Department within twenty-four (24) hours of the placement, replacement, or relocation of any mobile home within said mobile home park.	
6. Private Swimming Pool Permit			\$65.00 (above ground) \$130.00 (in ground) Two (2) Inspections Required	
7. Sign			Temporary - \$30.00 each 30-day period Permanent - \$75.00 each sign (Zoning Permit)	
8. Residential re-siding, re-roofing, & same size window(s) replacement			\$65.00 Per 2015 Michigan Residential Code a permit is required as long as no structural changes, i.e., shingle replacement only or no change in opening size for window)* All Commercial activity shall be treated the same as Building Permit Fee (#2 Above).	
9. Plan Review One and Two Family Residential – All Others			10 % of building permit fee up to \$70.00 15% of building permits fee or \$70.00 if not associated with a building permit.	

**CITY OF DEWITT  
BUILDING  
FY 2023-2024 BUDGET  
User Fees/Rates**

<b>BUILDING DEPARTMENT</b>		
	<b>RATES</b>	<b>PROPOSED RATES</b>
*The most recent square foot data provided by the ICC shall be used in determining the minimum building value for permitting		
10. Investigation Fee	An investigation fee in an amount equal to and in addition to the building permit fee shall owe for work commenced without first obtaining a permit as required under the Michigan Building, Electrical, Mechanical, or Plumbing Code currently in effect, unless waived by the Building Official.	
11. License Registration Fee	\$15 or maximum allowed by State Law*	
12. Re-Inspection/Other Inspections	\$65.00 per hour; 1 hour minimum	
EXCEPTIONS	Any and all fees set forth in this Ordinance may be waived, but are subject to approval of the City of DeWitt City Council upon written application by a municipal corporation, political subdivision of the State of Michigan or public educational entity, except as otherwise provided under the Michigan Building Code, currently in effect or otherwise set forth herein.	
* Act 217 of 1956 (338.886), Act 733 of 2002 (338.3551), Act 192 of 1984 (338.983)		

**CITY OF DEWITT  
BUILDING  
FY 2023-2024 BUDGET  
User Fees/Rates**

<b>Electrical Permit Fees – Residential and Commercial</b>		<b>RATES</b>		<b>PROPOSED RATES</b>	
1. Application Fee**		\$15.00			
2. Base Permit Fee (1 Inspection Only)		\$65.00			
3. Service through 200 amps		\$15.00			
Over 200 Amp through 600 Amp		\$20.00/each			
Over 600 Amp through 800 Amp		\$25.00/each			
Over 800 Amp through 1200 Amp		\$30.00/each			
Over 1200 Amp		\$50.00/each			
Temporary Electric Service		\$10.00/each			
4. Circuits		\$ 6.00/each			
5. Lighting Fixtures-per 25 or fraction thereof		\$10.00/each			
6. Dishwasher, Garbage Disposal and Range Hood		\$ 6.00/each			
7. Furnace-Unit Heater		\$ 6.00/each			
8. Electrical Heating Unit (Baseboard)		\$ 4.00/each			
9. Power Outlets (including ranges, dryers, etc.) Note: Equals 2 Circuits Each		\$10.00/each			
10. Signs: Unit Letter (Borders) Neon		\$10.00/each \$15.00/each \$20.00/25ft.			
11. Feeders-Bus ducts, etc.-per 50' and fraction thereof		\$ 6.00/50ft.			
12. Mobile Home Site		\$ 6.00/site			
13. Recreational Vehicle Park Site		\$ 4.00/site			
14. KVA & HP-each unit up to 20 KVA & HP 21 to 50 KVA or HP 51 KVA or HP and over		\$ 6.00/each \$10.00/each \$12.00/each			
15. Fire Alarm-up to 10 stations and horns 11 to 20 stations and horns		\$ 50.00 \$100.00			

Over 20 stations and horns	\$ 5.00 each	
16. Conduit or Grounding Only	\$ 45.00	

**CITY OF DEWITT  
BUILDING  
FY 2023-2024 BUDGET  
User Fees/Rates**

<b>Electrical Permit Fees – Residential and Commercial</b>		
	<b>RATES</b>	<b>PROPOSED RATES</b>
17. Re-Inspection, Additional and Final Inspection	\$ 50.00	
18. Special Inspections (minimum of 1 hour)	\$ 50.00/hr.	
19. Written Certification of Approval Fee	\$ 10.00/each	
20. Data/Telecommunication Outlets		
1-19 devices	\$ 2.50/each	
20-300 devices	\$ 50.00	
Over 300 devices	\$200.00	
<b>Plumbing Permit Fees – Residential and Commercial</b>		
	<b>RATES</b>	<b>PROPOSED RATES</b>
1. Application Fee**	\$ 15.00	
2. Base Permit Fee (includes 1 inspection)	\$ 65.00	
3. Fixtures, Water Connected Appliances, Laboratory Equipment, Drains Etc.		
Fixtures:	\$ 6.00/each	
Water Closets		
Bathtubs		
Lavatories		
Shower Stalls		
Sink (any description)		
Laundry Tray		
Drinking Fountain		
Other fixtures not specifically listed		
Water Connected Appliances, Equipment and Devices	\$ 6.00/each	
Garbage Grinder		
Dishwasher		
Water Outlet Cooler		
Ice-Making Machine		
Water Outlet or Connection to Heating System		

Water Outlet or Connection to any Make-up Water Tank		
Connection to Sprinkler System (irrigation)		
Each water-supplied appliance, equipment & devices not specifically listed		

**CITY OF DEWITT**  
**BUILDING**  
**FY 2023-2024 BUDGET**  
**User Fees/Rates**

<b>Plumbing Permit Fees – Residential and Commercial (Continue)</b>		<b>RATES</b>	<b>PROPOSED RATES</b>
Laboratory, Hospital, Clinic, Equipment & Fixtures		\$ 6.00/each	
Water Connected Still Autopsy			
Water Connected Sterilizer Embalming Table			
Water Connected Dental Chair Laboratory Cup			
Bed Pan Washer Sink			
Other fixtures, equipment and devices not specifically listed.			
Drains, Floor Drains, Special Drains and Traps		\$ 6.00/each	
Acid Waste Drain Grease Trap			
Condensate Drain Starch Trap			
Floor Drain Plaster Trap			
Roof Drain			
Other drains or traps not specifically listed			
4. Stacks (soil, waste, vent, and conductor)		\$ 3.00/each	
5. Sewers (sanitary-connection at building)		\$ 6.00/each	
6. Water Service		\$ 6.00/each	
7. Sub-Soil Drains		\$ 6.00/each	
8. Sewage Ejectors, Manholes, Sumps		\$ 6.00/each	
9. Water Distributing Pipe (System)			
¾"		\$ 5.00	
1"		\$ 10.00	
1-1/4"		\$ 15.00	
1-1/2"		\$ 20.00	
2"		\$ 25.00	
Over 2"		\$ 30.00	
10. Reduced Pressure Zone Back-Flow Preventer up to & Including 1"		\$ 6.00/each	
11. Natural Gas Piping		\$ 6.00/each	

**CITY OF DEWITT  
BUILDING  
FY 2023-2024 BUDGET  
User Fees/Rates**

<b>Plumbing Permit Fees – Residential and Commercial (Continue)</b>		
	<b>RATES</b>	<b>PROPOSED RATES</b>
12. Re-inspection, Additional and Final Inspection	\$ 50.00	
13. Special Inspection (minimum of 1 hour)	\$ 50.00/hr.	
14. Written Certification of Approval Fee	\$ 10.00/each	
<b>Mechanical Permit Fees - Residential</b>		
	<b>RATES</b>	<b>PROPOSED RATES</b>
1. Application fee	\$ 15.00	
2. Base Permit Fee – includes 1 inspection (plus equipment installed)	\$ 65.00	
3. Gas/Oil Burning Equipment (new and/or conversion)	\$ 30.00/each	
4. Solid Fuel Equipment (complete – includes wood & fireplace stoves and add-on Furnaces)	\$ 30.00/each	
5. Residential Heating System (includes duct & pipe)	\$ 50.00	
6. Chimney, Factory Built (installed separately)	\$ 25.00/each	
7. Duct System Residential Complete	\$ 25.00	
Additional to residential	\$ 10.00	
8. Solar Equipment – piping fee included		
Per each 3 Panels or fraction thereof	\$ 20.00/3	
9. Gas Piping – each opening – new installations	\$ 6.00/each	
10. Exhaust Fan	\$ 6.00/each	
11. Water Heater	\$ 6.00/each	
12. Humidifier	\$ 10.00/unit	
13. Flue Damper/Vent Damper	\$ 6.00/each	
14. Boiler (under 6 family)	\$ 25.00/each	
15. LPG & Fuel Oil Tanks (piping fee included)	\$ 20.00 above ground	
	\$ 25.00 below ground	
16. Central Air Conditioning and Heat Pump	\$ 30.00/each	
17. Fire Suppression	\$ 0.75/head (min. \$20.00)	
18 Re-inspection, Additional, and Final Inspection	\$ 50.00	

19. Special Inspection (minimum of 1 hour)	\$ 50.00/hr.	
20. Written Certification of Approval Fee	\$ 10.00/each	

**CITY OF DEWITT  
BUILDING**

**FY 2023-2024 BUDGET  
User Fees/Rates**

<b>Mechanical Permit Fees - Commercial</b>		<b>RATES</b>	<b>PROPOSED RATES</b>
1. Application Fee**		\$ 15.00	
2. Base Permit Fee – includes 1 inspection (plus equipment installed)		\$ 65.00	
3. Gas/Oil Burning Equipment (new and/or conversion)		\$ 30.00/each	
4. Boiler (under 6 family)		\$ 25.00/each	
5. Flue Damper/Vent Damper		\$ 6.00/each	
6. Solid Fuel Equipment – complete		\$ 30.00/each	
7. Chimney Factory Built (installed separately)		\$ 25.00/each	
8. Gas Piping – each outlet – new installations		\$ 6.00/each	
9. Solar Equipment – piping fee included Per each 3 panels of fraction thereof		\$ 20.00/3	
10. Air Conditioning (includes split systems)		\$ 30.00/each	
11. Compressor – 0HP to 50 HP Over 50 HP		\$ 30.00/each \$ 60.00/each	
12. Evaporator Coil		\$ 30.00/each	
13. Refrigeration System (self-contained) Under 5 HP (split system) 5 HP through 50 HP (split system) Over 50 HP (split system)		\$ 15.00/each \$ 25.00/each \$ 35.00/each \$ 65.00/each	
14. Chiller & Cooling Tower		\$ 30.00/each	
15. Air Handler/Heat Wheel Under 10,000 CFM Over 10,000 CFM		\$ 20.00/each \$ 60.00/each	
16. Tanks (above ground) (below ground)		\$ 20.00/each \$ 25.00/each	
17. Bath & Kitchen Exhaust Fans		\$ 6.00/each	
18. Water Heater		\$ 6.00/each	
19. Humidifier, Heat Recovery Unit, V.A.V. Box And Unit Ventilator		\$ 10.00/each	
20. Heat Pump – Commercial (pipe not included)		\$ 20.00/each	

21. Piping & Ducts (minimum \$25.00 each)		
Piping	\$0.05/ft.	
Ducts	\$0.10/ft.	

CITY OF DEWITT

BUILDING

FY 2023-2024 BUDGET

User Fees/Rates

Mechanical Permit Fees – Commercial (Con’t)	RATES	PROPOSED RATES
22. Unit Heater (Terminal Units)	\$ 15.00/each	
23. Commercial Hoods/Fire Suppression	\$0.75/head (min. \$20.00)	
24. Re-inspection, Additional, and Final Inspection	\$ 50.00	
25. Special Inspection (minimum of 1 hour)	\$ 50.00/hr.	
26. Written Certification of Approval Fee	\$ 10.00/each	

# General Fund Summary

DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
<b>GENERAL FUND</b>								
<b>TOTAL REVENUES</b>	<b>\$3,646,068</b>	<b>\$3,619,247</b>	<b>\$3,802,771</b>	<b>\$0</b>	<b>\$3,802,771</b>	<b>\$3,725,171</b>	<b>\$3,754,306</b>	<b>\$3,754,306</b>
TOTAL COUNCIL	\$23,471	\$25,273	\$32,940	\$0	\$32,940	\$28,040	\$32,940	\$32,940
TOTAL ADMINISTRATOR	\$246,416	\$262,014	\$250,983	\$0	\$250,983	\$258,907	\$272,203	\$272,203
TOTAL ELECTIONS	\$9,841	\$9,752	\$11,302	\$0	\$11,302	\$12,050	\$10,866	\$10,866
TOTAL ASSESSOR	\$35,576	\$35,789	\$37,525	\$0	\$37,525	\$34,250	\$38,865	\$38,865
TOTAL CABLE TV	\$0	\$0	\$700	\$0	\$700	\$0	\$700	\$700
TOTAL CLERK-TREASURER	\$183,209	\$186,903	\$202,926	\$0	\$202,926	\$199,164	\$193,349	\$193,349
TOTAL C. H./GROUNDS	\$1,078,690	\$848,677	\$798,553	\$0	\$798,553	\$793,216	\$855,248	\$855,248
TOTAL TREE COMM	\$8,510	\$15,950	\$11,300	\$0	\$11,300	\$10,000	\$11,300	\$11,300
TOTAL POLICE	\$812,895	\$930,745	\$986,181	\$0	\$986,181	\$973,190	\$1,021,448	\$1,021,448
TOTAL FIRE	\$185,555	\$199,526	\$206,891	\$0	\$206,891	\$206,291	\$220,902	\$220,902
TOTAL PLANNING	\$14,030	\$3,493	\$12,750	\$0	\$12,750	\$15,000	\$4,750	\$4,750
TOTAL PUBLIC SERV	\$628,914	\$674,168	\$722,173	\$0	\$722,173	\$720,172	\$793,588	\$793,587
TOTAL PARKS FACILITIES	\$46,260	\$73,168	\$306,005	\$0	\$306,005	\$338,683	\$171,712	\$171,713
TOTAL RECREATION	\$29,855	\$31,125	\$36,829	\$0	\$36,829	\$35,000	\$37,546	\$37,546
TOTAL SAFETY/TRAIN	\$0	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$1,000
TOTAL RETIREE/BEN	\$203,169	\$204,391	\$209,838	\$0	\$209,838	\$183,800	\$183,129	\$183,129
<b>TOTAL EXPENDITURES</b>	<b>\$3,506,393</b>	<b>\$3,500,974</b>	<b>\$3,827,895</b>	<b>\$0</b>	<b>\$3,827,895</b>	<b>\$3,807,763</b>	<b>\$3,849,546</b>	<b>\$3,849,546</b>
<b>NET REV/EXP</b>	<b>\$139,675</b>	<b>\$118,273</b>	<b>(\$25,124)</b>		<b>(\$25,124)</b>	<b>(\$82,592)</b>	<b>(\$95,239)</b>	<b>(\$95,240)</b>
<b>BEG FUND BALANCE</b>	<b>\$2,416,031</b>	<b>\$1,815,676</b>	<b>\$1,829,130</b>		<b>\$1,829,130</b>	<b>\$1,829,130</b>	<b>\$1,804,005</b>	<b>\$1,804,005</b>
<b>Less Designated Funds</b>	<b>(\$740,030)</b>	<b>(\$104,819)</b>						
<b>END FUND BALANCE</b>	<b>\$1,815,676</b>	<b>\$1,829,130</b>	<b>\$1,804,005</b>		<b>\$1,804,005</b>	<b>\$1,746,538</b>	<b>\$1,708,764</b>	<b>\$1,708,765</b>
Including Transfers	51.78%	52.25%	47.13%		47.13%	45.87%	44.39%	44.39%
Not Including Transfers	59.13%	52.25%	49.95%		47.13%	48.41%	46.95%	46.82%

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
<b>GENERAL FUND</b>								
<b>REVENUES</b>								
101-000-403-000 CURRENT TAX LEVY	\$2,245,577	\$2,336,374	\$2,400,000		\$2,400,000	\$2,435,000	\$2,452,800	\$2,452,800
101-000-420-000 DELQ PERS PROP	\$0	\$1	\$0		\$0	\$0	\$0	\$0
101-000-445-000 PENALTY/INTEREST	\$4,622	\$3,882	\$7,000		\$7,000	\$3,878	\$7,000	\$7,000
101-000-447-000 TAX ADM FEES	\$82,759	\$82,079	\$84,944		\$84,944	\$87,398	\$85,793	\$85,793
101-000-448-000 DELQ COLL FEE	\$6,325	\$4,500	\$3,350		\$3,350	\$4,473	\$3,350	\$3,350
101-000-455-000 LIQUOR LICENSE	\$2,413	\$2,630	\$1,175		\$1,175	\$2,568	\$1,175	\$1,175
101-000-480-000 OTHER PERMITS	\$0	\$0	\$1,000		\$1,000	\$0	\$1,000	\$1,000
101-000-528-000 OTHER FEDERAL GRANTS	\$87,341	\$0	\$0		\$0	\$0	\$0	\$0
101-000-543-000 STATE/POLICE TRN	\$781	\$826	\$1,500		\$1,500	\$366	\$1,500	\$1,500
101-000-567-000 MISCELLANEOUS GRANTS	\$5,000	\$0	\$130,000		\$130,000	\$0	\$0	\$0
101-000-573-000 LOCAL COMMUNITY STABILIZ	\$2,567	\$1,263	\$2,700		\$2,700	\$1,079	\$2,700	\$2,700
101-000-574-000 TE REV SHARING	\$435,341	\$538,365	\$458,300		\$458,300	\$458,300	\$465,175	\$465,175
101-000-574-001 STATE METRO ACT FUNDS	\$17,473	\$18,715	\$17,500		\$17,500	\$17,500	\$17,850	\$17,850
101-000-606-000 COURT FEES	\$182	\$312	\$900		\$900	\$93	\$900	\$900
101-000-608-000 SEWER INSP FEES	\$950	\$850	\$500		\$500	\$850	\$500	\$500
101-000-609-000 ZONING BD FEES	(\$285)	\$285	\$500		\$500	\$570	\$500	\$500
101-000-626-000 UTILITY BILLS/REFUSE	\$283,777	\$298,953	\$262,622		\$262,622	\$262,622	\$270,501	\$270,501
101-000-626-001 PENALTY/S-W-R	\$13,278	\$16,665	\$12,500		\$12,500	\$13,520	\$12,500	\$12,500
101-000-627-000 PLAT REVIEW FEE	\$681	\$375	\$0		\$0	\$890	\$0	\$0
101-000-629-000 PARK USE FEE	\$6,168	\$7,239	\$3,000		\$3,000	\$2,548	\$6,000	\$6,000
101-000-629-001 COMMUNITY ROOM RENTAL		\$770	\$2,000		\$2,000	\$5,740	\$5,500	\$5,500
101-000-629-009 FIELD RENTAL	\$1,418	\$1,820	\$1,100		\$1,100	\$347	\$1,100	\$1,100
101-000-640-000 GRAVE OPENINGS	\$8,400	\$12,590	\$10,000		\$10,000	\$6,731	\$10,000	\$10,000

DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
GENERAL FUND								
101-000-641-000								
FOUNDATIONS	\$9,997	\$9,149	\$5,500		\$5,500	\$5,926	\$5,500	\$5,500
101-000-642-000								
CEMETERY LOT SALES	\$13,355	\$21,405	\$13,000		\$13,000	\$5,765	\$13,000	\$13,000
101-000-645-000								
MISC REVENUE	\$54,219	\$39,049	\$30,000		\$30,000	\$26,228	\$30,000	\$30,000
101-000-660-000								
PARKING FINES	\$1,640	\$1,570	\$400		\$400	\$1,850	\$400	\$400
101-000-662-000								
CIVIL INFRACTION	\$0	\$0	\$150		\$150	\$0	\$150	\$150
101-000-665-001								
INTEREST/SAVINGS	\$222	\$244	\$1,000		\$1,000	\$10,107	\$1,000	\$1,000
101-000-665-002								
INT/INVESTMENTS	\$4,338	(\$92,205)	\$8,000		\$8,000	\$25,000	\$8,000	\$8,000
101-000-666-000								
DIVIDENDS	\$2,955	\$3,113	\$3,000		\$3,000	\$4,692	\$3,000	\$3,000
101-000-668-000								
FIRE DEPT RENTAL	\$12,000	\$12,000	\$12,000		\$12,000	\$12,000	\$12,000	\$12,000
101-000-669-000								
CABLE FRANCHISE	\$53,377	\$53,086	\$59,976		\$59,976	\$59,976	\$60,876	\$60,876
101-000-673-000								
SALE OF FIXED ASSETS	\$0	\$0	\$0		\$0	\$0	\$0	\$0
101-000-676-000								
REIMBURSE/FUNDS	\$283,856	\$298,294	\$269,154		\$269,154	\$269,154	\$274,537	\$274,537
0-695-000								
TRANSFER IN	\$0	\$0	\$0		\$0	\$0	\$0	\$0
101-000-695-002								
GAIN (LOSS) ON SALE OF ASS	\$0	(\$55,663)	\$0		\$0	\$0	\$0	\$0
TOTAL REVENUES	\$3,646,068	\$3,619,247	\$3,802,771	\$0	\$3,802,771	\$3,725,171	\$3,754,306	\$3,754,306

**GENERAL FUND**  
**Revenue Explanation and Justification**

Line Item: 101-000-403.000  
Description: Current Tax Levy  
Estimated FY 2022-2023: \$2,435,000

Administrator's Rec: \$2,452,800  
Finance Committee Rec: \$2,452,800  
City Council Approved: \$2,452,800

**Purpose and Justification:** Funds received levying 13.0 mills for general operating purposes. The charter millage limitation is 20.0 mills, now reduced to 16.6671 by Headlee calculations.

Line Item: 101-000-420.000  
Description: Delinquent Personal Property Tax  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
City Council Approved: \$0

**Purpose and Justification:** Funds derived from the payment of past year's taxes on equipment. No funds are expected in FY 2023-2024.

Line Item: 101-000-445.000  
Description: Penalty/Interest  
Estimated FY 2022-2023: \$3,878

Administrator's Rec: \$7,000  
Finance Committee Rec: \$7,000  
City Council Approved: \$7,000

**Purpose and Justification:** Tax Penalty and interest revenues from payment of taxes beyond the due dates.

Line Item: 101-000-447.000  
Description: Tax Administration Fees  
Estimated FY 2022-2023: \$87,398

Administrator's Rec: \$85,793  
Finance Committee Rec: \$85,793  
City Council Approved: \$85,793

**Purpose and Justification:** Funds from the 1% collection on all taxes (including school and County) paid to City.

Line Item: 101-000-448.000  
Description: Delinquent Collection Fees  
Estimated FY 2022-2023: \$4,473

Administrator's Rec: \$3,350  
Finance Committee Rec: \$3,350  
City Council Approved: \$3,350

**Purpose and Justification:** Funds from a \$25 per item fee for adding delinquent accounts to the summer tax bill.

Line Item: 101-000-455.000  
Description: Liquor License  
Estimated FY 2022-2023: \$2,568

Administrator's Rec: \$1,175  
Finance Committee Rec: \$1,175  
City Council Approved: \$1,175

**Purpose and Justification:** Funds shared from the State of Michigan Liquor Control Commission, based on a number of establishments serving or selling alcohol within the City.

Line Item: 101-000-480.000  
Description: Other Permits  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$1,000  
Finance Committee Rec: \$1,000  
City Council Approved: \$1,000

**Purpose and Justification:** Funds collected from other miscellaneous permits.

Line Item: 101-000-505.000  
Description: Federal Grants/Police  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
City Council Approved: \$0

**Purpose and Justification:** No revenues are projected in FY 2023-24.

Line Item: 101-000-543.000  
Description: State Grants/Police Training  
Estimated FY 2022-2023: \$366

Administrator's Rec: \$1,500  
Finance Committee Rec: \$1,500  
City Council Approved: \$1,500

**Purpose and Justification:** For receipt of Police state training grants.

Line Item: 101-000-567.000  
Description: Miscellaneous Grants  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
City Council Approved: \$0

**Purpose and Justification:** Nothing anticipated for FY23-24

Line Item: 101-000-573.000  
Description: Local Community Stabilization  
Estimated FY 2022-2023: \$1,079

Administrator's Rec: \$2,700  
Finance Committee Rec: \$2,700  
City Council Approved: \$2,700

**Purpose and Justification:** State reimbursement of exempt Personal Property Taxes.

Line Item: 101-000-574.000  
Description: State Revenue-Sharing  
Estimated FY 2022-2023: \$458,300

Administrator's Rec: \$465,175  
Finance Committee Rec: \$465,175  
City Council Approved: \$465,175

**Purpose and Justification:** For Constitutional and Statutory Revenue-Sharing of sales taxes and other taxes collected by the State of Michigan. The City receives funding based on a per-capita basis under the state formula.

Line Item: 101-000-574.001  
Description: State Metro Act Funds  
Estimated FY 2022-2023: \$17,500

Administrator's Rec: \$17,850  
Finance Committee Rec: \$17,850  
City Council Approved: \$17,850

**Purpose and Justification:** This is revenue received for the use of our ROWs by telecommunication companies

Line Item: 101-000-606.000  
Description: Court Fees  
Estimated FY 2022-2023: \$93

Administrator's Rec: \$900  
Finance Committee Rec: \$900  
City Council Approved: \$900

**Purpose and Justification:** This is the City's share of court fines returned by Clinton County.

Line Item: 101-000-608.000  
Description: Sewer Inspection Fees  
Estimated FY 2022-2023: \$850

Administrator's Rec: \$500  
Finance Committee Rec: \$500  
City Council Approved: \$500  
**Purpose and Justification:** For payment of City inspection of (10) sewer connections.

Line Item: 101-000-609.000  
Description: Zoning Board Fees  
Estimated FY 2022-2023: \$570

Administrator's Rec: \$500  
Finance Committee Rec: \$500  
City Council Approved: \$500  
**Purpose and Justification:** For applications for a variance to City zoning ordinances, such as setback or use requirements.

Line Item: 101-000-626.000  
Description: Utility Bills for Rubbish and Recycling  
Estimated FY 2022-2023: \$262,622

Administrator's Rec: \$270,501  
Finance Committee Rec: \$270,501  
City Council Approved: \$270,501

**Purpose and Justification:** Quarterly billing revenues for refuse and recycling collection. A rate change of 3% is being proposed for FY 2023-24.

Line Item: 101-000-626.001  
Description: Penalties – Utility Bills for Sewer, Rubbish, and Recycling  
Estimated FY 2022-2023: \$13,520

Administrator's Rec: \$12,500  
Finance Committee Rec: \$12,500  
City Council Approved: \$12,500  
**Purpose and Justification:** Late payment fees for sewer, rubbish, and recycling bills.

Line Item: 101-000-627.000  
Description: Plat Review Fee  
Estimated FY 2022-2023: \$890

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
City Council Approved: \$0

**Purpose and Justification:** Fees to pay for subdivision and other plan reviews. No applications are anticipated for the fiscal year.

Line Item: 101-000-629.000  
Description: Park Use Fee  
Estimated FY 2022-2023: \$2,548

Administrator's Rec: \$6,000  
Finance Committee Rec: \$6,000  
City Council Approved: \$6,000

**Purpose and Justification:** Fees to pay for park reservations by individuals or groups to reserve the pavilions and gazebo.

Line Item: 101-000-629.001  
Description: Community Room Rental  
Estimated FY 2022-2023: \$5,740

Administrator's Rec: \$5,500  
Finance Committee Rec: \$5,500  
City Council Approved: \$5,500

**Purpose and Justification:** Community room rental revenue.

Line Item: 101-000-629.009  
Description: Field Rental Fee  
Estimated FY 2022-2023: \$347

Administrator's Rec: \$1,100  
Finance Committee Rec: \$1,100  
City Council Approved: \$1,100

**Purpose and Justification:** Fees to pay for park reservations by individuals or groups to reserve playing fields.

Line Item: 101-000-640.000  
Description: Grave Openings  
Estimated FY 2022-2023: \$6,731

Administrator's Rec: \$10,000  
Finance Committee Rec: \$10,000  
City Council Approved: \$10,000

**Purpose and Justification:** Fees for the City to prepare grave sites for burials.

Line Item: 101-000-641.000  
Description: Foundations  
Estimated FY 2022-2023: \$5,926

Administrator's Rec: \$5,500  
Finance Committee Rec: \$5,500  
City Council Approved: \$5,500

**Purpose and Justification:** Fees for the sale of headstone foundations.

Line Item: 101-000-642.000  
Description: Cemetery Lot Sales  
Estimated FY 2022-2023: \$5,765

Administrator's Rec: \$13,000  
Finance Committee Rec: \$13,000  
City Council Approved: \$13,000

**Purpose and Justification:** Fees for the sale of burial rights for individuals in specified areas of the cemetery.

Line Item: 101-000-645.000  
Description: Miscellaneous Revenues  
Estimated FY 2022-2023: \$26,228

Administrator's Rec: \$30,000  
Finance Committee Rec: \$30,000  
City Council Approved: \$30,000

**Purpose and Justification:** Fees for various services provided by the City, typically on a reimbursement basis. DDA reimbursements, mowing violation expenses, DAESA reimbursement for clerical and financial services, as well as professional services for planning and engineering.

Line Item: 101-000-660.000  
Description: Parking Fines  
Estimated FY 2022-2023: \$1,850

Administrator's Rec: \$400  
Finance Committee Rec: \$400  
City Council Approved: \$400

**Purpose and Justification:** Fines for overnight parking on the streets in restricted areas within the City.

Line Item: 101-000-662.000  
Description: Civil Infractions  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$150  
Finance Committee Rec: \$150  
City Council Approved: \$150

**Purpose and Justification:** Fines for city ordinance violations.

Line Item: 101-000-665.001  
Description: Interest/Savings  
Estimated FY 2022-2023: \$10,107

Administrator's Rec: \$1,000  
Finance Committee Rec: \$1,000  
City Council Approved: \$1,000

**Purpose and Justification:** Interest earnings for city savings accounts.

Line Item: 101-000-665.002  
Description: Interest/Investments  
Estimated FY 2022-2023: \$25,000

Administrator's Rec: \$8,000  
Finance Committee Rec: \$8,000  
City Council Approved: \$8,000

**Purpose and Justification:** Interest earnings for City CDs and other investments.

Line Item: 101-000-666.000  
Description: Dividends  
Estimated FY 2022-2023: \$4,692

Administrator's Rec: \$3,000  
Finance Committee Rec: \$3,000  
City Council Approved: \$3,000

**Purpose and Justification:** This is a dividend received from the Michigan Municipal League as a member of the General Liability Pool.

Line Item: 101-000-668.000  
Description: Fire Dept. Rental  
Estimated FY 2022-2023: \$12,000

Administrator's Rec: \$12,000  
Finance Committee Rec: \$12,000  
City Council Approved: \$12,000

**Purpose and Justification:** DAESA rents the Fire Hall from the City; the price is set within the contract, \$1,000 per month.

Line Item: 101-000-669.000  
Description: Cable Franchise Fees  
Estimated FY 2022-2023: \$59,976

Administrator's Rec: \$60,876  
Finance Committee Rec: \$60,876  
City Council Approved: \$60,876

**Purpose and Justification:** Cable fees for the company to use City rights-of-way, per franchise contract, Comcast, and WBI.

Line Item: 101-000-673.000  
Description: Sale of Fixed Assets  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
City Council Approved: \$0

**Purpose and Justification:** To recognize the sale of any general fund assets that might be sold.

Line Item: 101-000-676.000  
Description: Reimbursement from Other Funds  
Estimated FY 2022-2023: \$269,154

Administrator's Rec: \$274,537  
Finance Committee Rec: \$274,537  
City Council Approved: \$274,537

**Purpose and Justification:** For the reimbursement to the General Fund for the allocation of wages and benefits costs incurred by DPS employees and administration employees for work benefiting other funds such as major and local streets, building department, motor pool, water and sewer, and DDA. For FY 2023-24, this is estimated as follows

*Major Streets:* \$ 36,532  
*Local Streets:* \$ 35,532  
*Building Dept, Admin:* \$ 21,160  
*Water/Sewer, Admin:* \$ 115,414  
*Miscellaneous:* \$ 2,282  
*Motor Pool:* \$ 44,617  
*DDA:* \$ 18,000

Line Item: 101-000-687.000  
Description: REFUNDS  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
City Council Approved: \$0

**Purpose and Justification:** This line item is for refunds issued to Clinton County for the previous year's Board of Review decisions and Michigan Tax Tribunal decisions.

Line Item: 101-000-695.000  
Description: TRANSFER IN  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
City Council Approved: \$0

**Purpose and Justification:** Nothing is anticipated for FY23-24.

Line Item: 101-000-695.002  
Description: GAIN (LOSS) ON SALE OF ASSETS  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
City Council Approved: \$0

**Purpose and Justification:** Nothing is anticipated for FY23-24.

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
GENERAL FUND								
COUNCIL								
101-101-702-000								
SALARIES	\$12,137	\$11,407	\$13,000	\$0	\$13,000	\$13,000	\$13,000	\$13,000
101-101-715-000								
SOCIAL SECURITY	\$928	\$873	\$1,040	\$0	\$1,040	\$1,040	\$1,040	\$1,040
101-101-842-000								
SISTER CITY	\$0	\$0	\$1,500	\$0	\$1,500	\$0	\$1,500	\$1,500
101-101-864-000								
CONF/TRAVEL	\$65	\$2,675	\$3,000	\$0	\$3,000	\$3,000	\$3,000	\$3,000
101-101-956-000								
MISCELLANEOUS	\$1,791	\$8,661	\$5,000	\$0	\$5,000	\$4,000	\$5,000	\$5,000
101-101-957-000								
MAYOR DISC.ACCT	\$0	\$0	\$400	\$0	\$400	\$0	\$400	\$400
101-101-958-000								
MEMBERSHIP	\$8,550	\$1,658	\$9,000	\$0	\$9,000	\$7,000	\$9,000	\$9,000
TOTAL COUNCIL	\$23,471	\$25,273	\$32,940	\$0	\$32,940	\$28,040	\$32,940	\$32,940

**GENERAL FUND**  
**City Council Budget**  
**Line Item Purpose and Justification**

Line Item: 101-101-702.000  
Description: Salaries  
Estimated FY 2022-2023: \$13,000

Administrator's Rec: \$13,000  
Finance Committee Rec: \$13,000  
Council Approved: \$13,000

**Purpose and Justification:** To cover the salary of the Mayor and City Council. Council members received \$69.25 per meeting. The Mayor is paid \$71.25 per meeting, plus an additional \$1075.00 stipend annually.

Line Item: 101-101-715.000  
Description: Social Security  
Estimated FY 2022-2023: \$1,040

Administrator's Rec: \$1,040  
Finance Committee Rec: \$1,040  
Council Approved: \$1,040

**Purpose and Justification:** To cover the costs of Social Security affiliated with the salary that the Mayor and City Council receive. The budgeted figure represents approximately eight (8%) percent of the total salaries budgeted.

Line Item: 101-101-801.000  
Description: Professional Services  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** Nothing anticipated.

Line Item: 101-101-842.000  
Description: Sister City Committee  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$1,500  
Finance Committee Rec: \$1,500  
Council Approved: \$1,500

**Purpose and Justification:** To cover the expenses of the Sister City Committee. This includes postage, supplies, gifts, luncheons, or any miscellaneous expenses associated with the Goodwill Missions, and Sister State Board dues. DeWitt Charter Township will be contributing 50% of this budget.

Line Item: 101-101-864.000  
Description: Conference and Travel  
Estimated FY 2022-2023: \$3,000

Administrator's Rec: \$3,000  
Finance Committee Rec: \$3,000  
Council Approved: \$3,000

**Purpose and Justification:** To cover the cost of the Mayor and City Council to attend educational conferences. The MML Capital Conference is held in spring and the MML Convention is in early fall. The actual amount will fluctuate as the location, number of council members available to attend, and registration costs.

Line Item: 101-101-956.000  
Description: Miscellaneous  
Estimated FY 2022-2023: \$4,000

Administrator's Rec: \$5,000  
Finance Committee Rec: \$5,000  
Council Approved: \$5,000

**Purpose and Justification:** To cover the following miscellaneous expenses:

- City Council supplies

Line Item:

101-101-957.000

Description:

Mayor's Discretionary Account

Estimated FY 2022-2023:

\$0

Administrator's Rec:

\$400

Finance Committee Rec:

\$400

Council Approved:

\$400

**Purpose and Justification:**

To cover the costs associated with events the Mayor participates. These events fluctuate from year to year.

Line Item:

101-101-958.000

Description:

Membership and Dues

Estimated FY 2022-2023:

\$7,000

Administrator's Rec:

\$9,000

Finance Committee Rec:

\$9,000

Council Approved:

\$9,000

**Purpose and Justification:**

To cover the cost of membership for the following organizations:

- Michigan Municipal League Membership \$3,800
- Employee Section 125 Program Administration \$1,800
- Michigan Association of Mayors \$100
- DeWitt Area Chamber of Commerce \$300
- LEAP, Inc. \$3,000

\$9,000

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21	21-22	2022-2023	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024
	ACTUAL	ACTUAL	ORIGINAL	AMEND-	AMENDED	ESTIMATED	REQUESTED	APPROVED
GENERAL FUND			BUDGET	MENTS	BUDGET	BUDGET	BUDGET	BUDGET
ADMINISTRATOR								
101-172-702-000								
SALARIES	\$154,836	\$162,045	\$144,121	\$0	\$144,121	\$165,000	\$173,789	\$173,789
101-172-702-001								
SALARIES/PART-TIME	\$0	\$0	\$13,811	\$0	\$13,811	\$0	\$0	\$0
101-172-702-002								
SALARIES/OVERTIME	\$0	\$0	\$750	\$0	\$750	\$0	\$750	\$750
101-172-715-000								
SOCIAL SECURITY	\$12,533	\$13,105	\$12,139	\$0	\$12,139	\$12,665	\$13,352	\$13,352
101-172-716-000								
HEALTH/DENTAL	\$17,590	\$19,195	\$26,000	\$0	\$26,000	\$26,000	\$27,300	\$27,300
101-172-717-000								
LIFE/DISABILITY	\$1,976	\$2,057	\$1,795	\$0	\$1,795	\$1,795	\$1,831	\$1,831
101-172-718-000								
RETIREMENT	\$43,571	\$49,363	\$38,119	\$0	\$38,119	\$38,119	\$40,025	\$40,025
101-172-718-001								
DEFERRED COM	\$7,620	\$6,928	\$3,120	\$0	\$3,120	\$4,000	\$4,000	\$4,000
101-172-718-002								
MEDICAL REIMBURSEMENT	\$1,000	\$1,019	\$1,500	\$0	\$1,500	\$1,200	\$1,000	\$1,000
101-172-718-003								
MERS HEALTH CARE SAVINGS PLAN	\$0	\$82	\$0			\$500	\$500	\$500
101-172-860-000								
EQUIP RENTAL/CAR ALLOWANCE	\$5,262	\$6,000	\$6,000	\$0	\$6,000	\$6,000	\$6,000	\$6,000
101-172-864-000								
CONF/TRAVEL	\$195	\$366	\$1,500	\$0	\$1,500	\$1,500	\$1,500	\$1,500
101-172-956-000								
MISCELLANEOUS	\$720	\$720	\$720	\$0	\$720	\$720	\$720	\$720
101-172-958-000								
MEMBERSHIP	\$1,114	\$1,135	\$1,408	\$0	\$1,408	\$1,408	\$1,436	\$1,436
TOTAL ADMINISTRATOR	\$246,416	\$262,014	\$250,983	\$0	\$250,983	\$258,907	\$272,203	\$272,203

**GENERAL FUND**  
**City Administrator Budget**  
**Expense Purpose and Justification**

Line Item: 101-172-702.000  
Description: Salaries  
Estimated FY 2022-2023: \$165,000

Administrator's Request: \$173,789  
Finance Committee Rec: \$173,789  
Council Approved: \$173,789

**Purpose and Justification:** To cover salaries of employees paid from the City Administrator's budget. This includes the City Administrator and Administrative Assistant. Sick-time pay-out is funded at a maximum of 48 hours per employee (2). The Administrative Assistant's wages are reimbursed to the General Fund by the Water/Sewer Fund.

Line Item: 101-172-702.001  
Description: Salaries - PTE  
Estimated FY 2022-2023: \$0

Administrator's Request: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** Nothing anticipated.

Line Item: 101-172-702.002  
Description: Salaries - Overtime  
Estimated FY 2022-2023: \$0

Administrator's Request: \$750  
Finance Committee Rec: \$750  
Council Approved: \$750

**Purpose and Justification:** To cover the cost of overtime and meeting pay for the Administrative Assistant.

Line Item: 101-172-715.000  
Description: Social Security  
Estimated FY 2022-2023: \$12,665

Administrator's Request: \$13,352  
Finance Committee Rec: \$13,352  
Council Approved: \$13,352

**Purpose and Justification:** To cover the cost of social security for the budgeted wages for this Department. The Social Security expense for the Administrative Assistant is reimbursed to the General Fund by the Water/Sewer Fund.

Line Item: 101-172-716.000  
Description: Health/Dental  
Estimated FY 2022-2023: \$26,000

Administrator's Request: \$27,300  
Finance Committee Rec: \$27,300  
Council Approved: \$27,300

**Purpose and Justification:** To cover the cost of Health/Dental Insurance for the City Administrator and Administrative Assistant.

Line Item: 101-172-717.000  
Description: Life/ADD/Disability  
Estimated FY 2022-2023: \$1,795

Administrator's Request: \$1,831  
Finance Committee Rec: \$1,831  
Council Approved: \$1,831

**Purpose and Justification:** To cover the cost of life insurance for employees paid by this Department. The Life/ADD/Disability expense for the Administrative Assistant is reimbursed to the General Fund by the Water/Sewer Fund.

Line Item: 101-172-718.000  
Description: Retirement  
Estimated FY 2022-2023: \$38,119

Administrator's Request: \$40,025  
Finance Committee Rec: \$40,025  
Council Approved: \$40,025

**Purpose and Justification:** To cover the cost of MERS retirement benefits for the employees paid from this Department. The Retirement expense for the Administrative Assistant is reimbursed to the General Fund by the Water/Sewer Fund. Employee contribution is 9.0%.

Line Item: 101-172-718.001  
Description: Deferred Compensation  
Estimated FY 2022-2023: \$4,000

Administrator's Request: \$4,000  
Finance Committee Rec: \$4,000  
Council Approved: \$4,000

**Purpose and Justification:** City match amount to the City Administrator for ICMA 457 Account.

Line Item: 101-172-718.002  
Description: Medical Reimbursement  
Estimated FY 2022-2023: \$1,200

Administrator's Request: \$1,000  
Finance Committee Rec: \$1,000  
Council Approved: \$1,000

**Purpose and Justification:** Flexible spending account for two employees.

Line Item: 101-172-718.003  
Description: MERS HCSP  
Estimated FY 2022-2023: \$500

Administrator's Request: \$500  
Finance Committee Rec: \$500  
Council Approved: \$500

**Purpose and Justification:** MERS HCSP for Administrative Assistant.

Line Item: 101-172-860.000  
Description: Equipment Rental/Car  
Estimated FY 2022-2023: \$6,000

Administrator's Request: \$6,000  
Finance Committee Rec: \$6,000  
Council Approved: \$6,000

**Purpose and Justification:** The car allowance for the City Administrator is \$500.00 a month.

Line Item: 101-172-864.000  
Description: Conference/Travel  
Estimated FY 2022-2023: \$1,500

Administrator's Request: \$1,500  
Finance Committee Rec: \$1,500  
Council Approved: \$1,500

**Purpose and Justification:** To cover the cost of various conferences and travel including the

- Winter & Summer MLGMA Conference
- Annual MML Conferences

Line Item: 101-172-956.000  
Description: Miscellaneous/Cell Allowance  
Estimated FY 2022-2023: \$720

Administrator's Request: \$720  
Finance Committee Rec: \$720  
Council Approved: \$720

**Purpose and Justification:** Cell phone allowance of \$60.00 per month.

Line Item: 101-172-958.000  
Description: Membership/Dues  
Estimated FY 2022-2023: \$1,408

Administrator's Request: \$1,436  
Finance Committee Rec: \$1,436  
Council Approved: \$1,436

**Purpose and Justification:** To cover the cost of various memberships/dues including the International City Management Association, Michigan Local Government Managers Association, and local organizations.

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21	21-22	2022-2023	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024
	ACTUAL	ACTUAL	ORIGINAL	AMEND-	AMENDED	ESTIMATED	REQUESTED	APPROVED
GENERAL FUND			BUDGET	MENTS	BUDGET	BUDGET	BUDGET	BUDGET
ELECTIONS								
101-262-702-000								
SALARIES	\$6,206	\$1,732	\$7,000	\$0	\$7,000	\$5,650	\$6,500	\$6,500
101-262-740-000								
OPERATING SUPPLIES	\$2,165	\$7,255	\$3,202	\$0	\$3,202	\$3,000	\$3,266	\$3,266
101-262-956-000								
MISCELLANEOUS	\$574	\$298	\$600	\$0	\$600	\$1,250	\$600	\$600
101-262-980-000								
CAP.OUTLAY	\$896	\$467	\$500	\$0	\$500	\$2,150	\$500	\$500
TOTAL ELECTIONS	\$9,841	\$9,752	\$11,302	\$0	\$11,302	\$12,050	\$10,866	\$10,866

**GENERAL FUND**  
**Elections Budget**  
**Line Item Purpose and Justification**

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-262-702.000</u> <u>Salaries</u> <u>\$5,650</u>
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	<u>\$6,500</u> <u>\$6,500</u> <u>\$6,500</u>

**Purpose and Justification:** To cover the anticipated cost of four elections during the fiscal year. Wages for election workers are proposed to remain at \$10.00 for inspectors (average of 10) and \$13.00 for chairs (2). This will keep our wages consistent with DeWitt Township. There is also an amount of \$540 budgeted for even-year mandatory training.

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-262-740.000</u> <u>Operating Supplies</u> <u>\$3,000</u>
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	<u>\$3,266</u> <u>\$3,266</u> <u>\$3,266</u>

**Purpose and Justification:** To cover the cost of purchasing forms and supplies for voter registration, voter cards, programming of Optech machines and publishing of election notices, and annual maintenance costs (\$984) for the Automark and Optech warranties.

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-262-956.000</u> <u>Miscellaneous</u> <u>\$1,250</u>
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	<u>\$600</u> <u>\$600</u> <u>\$600</u>

**Purpose and Justification:** To cover the cost of the annual internet fee for the Qualified Voter Program, mileage and refreshments for election workers and election workers' meals during the elections, and other miscellaneous expenses.

<u>Line Item:</u>	101-262-980.000
<u>Description:</u>	Capital Outlay-Miscellaneous
<u>Estimated FY 2022-2023:</u>	\$2,150
<u>Administrator's Rec:</u>	\$500
<u>Finance Committee Rec:</u>	\$500
<u>Council Approved:</u>	\$500

**Purpose and Justification:** To cover the acquisition of election equipment as may be needed. No major capital outlay is expected for FY2023-24.

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21	21-22	2022-2023	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024
	ACTUAL	ACTUAL	ORIGINAL	AMEND-	AMENDED	ESTIMATED	REQUESTED	APPROVED
GENERAL FUND			BUDGET	MENTS	BUDGET	BUDGET	BUDGET	BUDGET
ASSESSOR								
101-257-704-000								
PERSONAL SERVICES	\$550	\$561	\$750	\$0	\$750	\$750	\$765	\$765
101-257-811-000								
ASSESSING SERVICES	\$34,052	\$33,182	\$35,000	\$0	\$35,000	\$32,000	\$36,000	\$36,000
101-257-956-000								
MISCELLANEOUS	\$974	\$2,046	\$1,775	\$0	\$1,775	\$1,500	\$2,100	\$2,100
TOTAL ASSESSOR	\$35,576	\$35,789	\$37,525	\$0	\$37,525	\$34,250	\$38,865	\$38,865

**GENERAL FUND**  
**City Assessor's Budget**  
**Line-Item Purpose and Justification**

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-257-704.000</u> <u>Personal Services</u> \$750
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	\$1,100 \$1,100 \$1,100
<b>Purpose and Justification:</b> To cover the cost for the City's Board of Review members for wages and training.	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-257-811.000</u> <u>Assessing Services</u> \$32,000
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	\$36,000 \$36,000 \$36,000
<b>Purpose and Justification:</b> To cover the contractual service costs with the City of Grand Ledge for the Assessing Department. Contract expires March 31, 2025.	

Line Item: 101-257-956-000  
Description: Miscellaneous  
Estimated FY 2022-2023: \$1,500

Administrator's Rec: \$2,100  
Finance Committee Rec: \$2,100  
Council Approved: \$2,100

**Purpose and Justification:** To cover the cost of the following items:

- Assessment notice mailings reimbursement
- Assessing program support
- Apex (sketching) program support
- Meals for Board of Review Members

Line Item: 101-257-980-000  
Description: Capital Outlay  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** No capital outlay purchases are anticipated.

**GENERAL FUND**  
**Public Services Department Budget**  
**Line-Item Purpose and Justification**

Line Item: 101-441-702.000  
Description: Salaries  
Estimated FY 2022-2023: \$318,735

Administrator's Rec: \$328,297  
Finance Committee Rec: \$328,297  
Council Approved: \$328,297

**Purpose and Justification:** To cover the cost of the DPS Supervisor's salary, as well as 8,525 hours for the four (4) public services operators, including paid time off (vacation, sick, etc.,) and possible merit and certification pay that DPS employees can receive. General Fund duties included cemetery maintenance and funeral work, event support, leaf and brush collection, large item pick-up, maintenance and repairs at city hall, park buildings, and grounds. An estimated 3,225 hours are budgeted in the following funds: motor pool, water & sewer, local streets, major streets, and downtown development district. Wages and benefits for this time will be reimbursed to the general fund as it is worked (101-000-676.000).

Line Item: 101-441-702.001  
Description: Salary – Part-Time / Seasonal  
Estimated FY 2022-2023: \$33,447

Administrator's Rec: \$34,116  
Finance Committee Rec: \$34,116  
Council Approved: \$34,116

**Purpose and Justification:** This expenditure area covers all expenses for part-time and seasonal employees except for parks and DDA area work. This is mainly for cemetery mowing and weed-whipping but also covers leaf pick-up in the fall as well as other miscellaneous duties.

Line Item: 101-441-702.002  
Description: Salaries/Overtime  
Estimated FY 2022-2023: \$5,000

Administrator's Rec: \$13,000  
Finance Committee Rec: \$13,000  
Council Approved: \$13,000

**Purpose and Justification:** To cover the cost of overtime wages for Public Services Department employees for funerals, emergencies, and winter on-call payments. This fluctuates from year to year and is very weather dependent.

Line Item: 101-441-702.003  
Description: Salary/Temp/Contract  
Estimated FY 2022-2023: \$5,000

Administrator's Rec: \$10,700  
Finance Committee Rec: \$10,700  
Council Approved: \$10,700

**Purpose and Justification:** Funds are budgeted here to contract with a temporary agency or temporary seasonal employees for approximately 250 hours to support full-time employees during fall leaf collection as needed.

Line Item: 101-441-715.000  
Description: Social Security  
Estimated FY 2022-2023: \$27,936

Administrator's Rec: \$28,719  
Finance Committee Rec: \$28,719  
Council Approved: \$28,719

**Purpose and Justification:** All DPS employees' social security is covered here, except part-time employees assigned to the parks facilities department. A percentage equivalent for this cost for DPS employee work in other funds is paid back to the General Fund into 101-000-676.00, Reimbursements.

Line Item: 101-441-716.000  
Description: Health and Dental Insurance  
Estimated FY 2022-2023: \$51,850

Administrator's Rec: \$51,962  
Finance Committee Rec: \$51,962  
Council Approved: \$51,962

**Purpose and Justification:** To cover the cost of health and disability insurance for Public Services Department employees. All DPS employee benefits payments are made directly from this line item, regardless of which fund that employee time is charged to over the course of the year. The benefits cost attributed to other funds are reimbursed to the General Fund in 101-000-676, Reimbursements.

Line Item: 101-441-717.000  
Description: Life/ADD/Disability Insurances  
Estimated FY 2022-2023: \$3,225

Administrator's Rec: \$2,593  
Finance Committee Rec: \$2,593  
Council Approved: \$2,593

**Purpose and Justification:** To cover the cost of life insurance for Public Services employees. All DPS employee benefits payments are made directly from this line item, regardless of the fund that employee time is charged to over the course of the year. An equivalent for this benefit-cost allocable to other funds is paid back to the General Fund to 101-000-676, Reimbursements.

Line Item: 101-441-718.000  
Description: Retirement  
Estimated FY 2022-2023: \$115,431

Administrator's Rec: \$121,203  
Finance Committee Rec: \$121,203  
Council Approved: \$121,203

**Purpose and Justification:** To cover the costs of retirement for Public Services employees, budgeted at 30.91% of full-time salaries and overtime. All DPS employee benefits payments are made directly from this line-item, regardless of the fund that employee time is charged to over the course of the year. An equivalent for this benefit-cost allocable to other funds is paid back to the General Fund to 101-000-676, Reimbursements.

Line Item: 101-441-718.001  
Description: Deferred Compensation  
Estimated FY 2022-2023: \$4,500

Administrator's Rec: \$4,500  
Finance Committee Rec: \$4,500  
Council Approved: \$4,500

**Purpose and Justification:** Money paid to employees who do not subscribe to the City's health insurance program. Currently, per the DPS contract, employees who take the payment instead of health/dental insurance receive \$375 per month.

Line Item: 101-441-718.002  
Description: Medical Reimbursement  
Estimated FY 2022-2023: \$4,500

Administrator's Rec: \$4,500  
Finance Committee Rec: \$4,500  
Council Approved: \$4,500

**Purpose and Justification:** To cover the cost associated with the Flexible Spending Account, (1) employee @ \$500 per year- 4 @ \$1,000.

Line Item: 101-441-718.003  
Description: MERS HCSP  
Estimated FY 2022-2023: \$3,000

Administrator's Rec: \$2,440  
Finance Committee Rec: \$2,440  
Council Approved: \$2,440

**Purpose and Justification:** This area pays for the MERS retirement health care savings program. This represents 1% of the DPS wages and employees contribute an equal amount.

Line Item: 101-441-719.000  
Description: Uniform Purchase  
Estimated FY 2022-2023: \$2,000

Administrator's Rec: \$2,300  
Finance Committee Rec: \$2,300  
Council Approved: \$2,300

**Purpose and Justification:** To cover the cost of purchasing uniform/work-related clothing for Public Services employees. This amounts to \$400 per employee per year as provided for in the Union Contract.

Line Item: 101-441-740.000  
Description: Operating Supplies  
Estimated FY 2022-2023: \$15,034

Administrator's Rec: \$15,335  
Finance Committee Rec: \$15,335  
Council Approved: \$15,335

**Purpose and Justification:** To cover the cost of operating supplies. This line item covers purchases of paints, oil, lumber, nuts, bolts, nails, gloves, and other operating supplies for general public services, cemeteries, event support, and other facilities. Parks supplies will be accounted for in that department.

Line Item: 101-441-801.000  
Description: Professional Services  
Estimated FY 2022-2023: \$1,700

Administrator's Rec: \$10,000  
Finance Committee Rec: \$10,000  
Council Approved: \$10,000

**Purpose and Justification:** To cover costs for miscellaneous services needed at the DPW, i.e., inspection of bucket truck, vehicle hoist, etc....

Line Item: 101-441-810-000  
Description: Insurance  
Estimated FY 2022-2023: \$1,000

Administrator's Rec: \$1,292  
Finance Committee Rec: \$1,292  
Council Approved: \$1,292

**Purpose and Justification:** To cover the insurance costs associated with the DPS buildings and small equipment.

Line Item: 101-441-850.000  
Description: Telephone  
Estimated FY 2022-2023: \$4,500

Administrator's Rec: \$5,121  
Finance Committee Rec: \$5,121  
Council Approved: \$5,121

**Purpose and Justification:** To cover the cost of the phone services at the Department of Public Services facilities and the city portion of the cell phones.

Line Item: 101-441-860.000  
Description: Equipment Rental  
Estimated FY 2022-2023: \$84,414

Administrator's Rec: \$86,946  
Finance Committee Rec: \$86,946  
Council Approved: \$86,946

**Purpose and Justification:** To cover the cost of motorized equipment rental for all public services work within the General Fund paid to the Motor Pool.

Line Item: 101-441-864.000  
Description: Conference/Travel  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$500  
Finance Committee Rec: \$500  
Council Approved: \$500

**Purpose and Justification:** To cover the cost of seminars, conferences, and travel for Public Services employees for public works training and certifications.

Line Item: 101-441-927.000  
Description: Utilities  
Estimated FY 2022-2023: \$8,000

Administrator's Rec: \$6,163  
Finance Committee Rec: \$6,163  
Council Approved: \$6,163

**Purpose and Justification:** To cover the utility costs at the Public Services and Cemetery buildings (Natural Gas, Electric, and Water).

Line Item: 101-441-930.000  
Description: Repair and Maintenance  
Estimated FY 2022-2023: \$15,000

Administrator's Rec: \$15,000  
Finance Committee Rec: \$15,000  
Council Approved: \$15,000

**Purpose and Justification:** To cover the cost of repairing and maintaining the following items:

- Small equipment utilized by the Department of Public Services
- General maintenance on the Department of Public Services Buildings
- Cemetery buildings and small equipment

Line Item: 101-441-932.000  
Description: Computer Maintenance  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$2,500  
Finance Committee Rec: \$2,500  
Council Approved: \$2,500

**Purpose and Justification:** To cover the cost of GIS software.

Line Item: 101-441-956.000  
Description: Miscellaneous  
Estimated FY 2022-2023: \$2,500

Administrator's Rec: \$500  
Finance Committee Rec: \$500  
Council Approved: \$500

**Purpose and Justification:** To cover the costs of miscellaneous expenses in relation to the Public Services Department's overall operations, including the cemetery and event support.

Line Item: 101-441-958.000  
Description: Membership  
Estimated FY 2022-2023: \$400

Administrator's Rec: \$400  
Finance Committee Rec: \$400  
Council Approved: \$400

**Purpose and Justification:** To cover membership expenses in public works.

<u>Line Item:</u>	<u>101-441-975.000</u>
<u>Description:</u>	<u>Capital Outlay/Building</u>
<u>Estimated FY 2022-2023:</u>	<u>\$10,000</u>
<u>Administrator's Rec:</u>	<u>\$50,000</u>
<u>Finance Committee Rec:</u>	<u>\$50,000</u>
<u>Council Approved:</u>	<u>\$50,000</u>
<b><u>Purpose and Justification:</u></b>	Cover costs associated with engineering/architect for possible building expansion.

<u>Line Item:</u>	<u>101-441-980.000</u>
<u>Description:</u>	<u>Capital Outlay/Miscellaneous</u>
<u>Estimated FY 2022-2023:</u>	<u>\$3,000</u>
<u>Administrator's Rec:</u>	<u>\$3,000</u>
<u>Finance Committee Rec:</u>	<u>\$3,000</u>
<u>Council Approved:</u>	<u>\$3,000</u>
<b><u>Purpose and Justification:</u></b>	Purchase small equipment (i.e. chainsaws, weed trimmers, etc.)

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21	21-22	2022-2023	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024
	ACTUAL	ACTUAL	ORIGINAL	AMEND-	AMENDED	ESTIMATED	REQUESTED	APPROVED
GENERAL FUND			BUDGET	MENTS	BUDGET	BUDGET	BUDGET	BUDGET
CABLE TV								
101-251-740-000								
OPERATING SUPPLIES	\$0	\$0	\$400	\$0	\$400	\$0	\$400	\$400
101-251-980-000								
CAP.OUTLAY/MISC EQUIP	\$0	\$0	\$300	\$0	\$300	\$0	\$300	\$300
TOTAL CABLE TV	\$0	\$0	\$700	\$0	\$700	\$0	\$700	\$700

**GENERAL FUND**  
**Cable Television Budget**  
**Line-Item Purpose and Justification**

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-250-740.000</u> <u>Operating Supplies</u> \$0
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	\$400 \$400 \$400
<b>Purpose and Justification:</b> To cover the cost of operating supplies for the Cable Communications Commission and the WTTT Channel.	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-250-956.000</u> <u>Miscellaneous</u> \$0
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	\$0 \$0 \$0
<b>Purpose and Justification:</b> No expenditures are anticipated.	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-250-980.000</u> <u>Capital Outlay/Misc. Equipment</u> \$0
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	\$300 \$300 \$300
<b>Purpose and Justification:</b> To cover the cost of replacing miscellaneous equipment for the WTTT Channel as needed.	

# CEMETERY PERPETUAL CARE FUND

## Revenue Explanation and Justification

Line Item: 150-000-624.000  
 Description: Perpetual Care  
 Estimated FY 2022-2023: \$7,000

Administrator's Rec: \$7,000  
 Finance Committee Rec: \$7,000  
 Council Approved: \$7,000

**Purpose and Justification:** Revenues are derived from lots sold at the cemetery. \$250 per lot for a resident and \$325 per lot for a nonresident go into this fund.

Line Item: 150-000-665.001  
 Description: Interest/Savings  
 Estimated FY 2022-2023: \$990

Administrator's Rec: \$10  
 Finance Committee Rec: \$10  
 Council Approved: \$10

**Purpose and Justification:** Revenues are based on interest derived from money the Cemetery Perpetual Care Fund currently has in savings.

Line Item: 150-000-665.002  
 Description: Interest/Investments  
 Estimated FY 2022-2023: \$4,549

Administrator's Rec: \$100  
 Finance Committee Rec: \$100  
 Council Approved: \$100

**Purpose and Justification:** Revenues are based on interest derived from money the Cemetery Perpetual Care Fund currently has invested.

**CEMETERY PERPETUAL CARE FUND**  
**Expenditure Purpose and Justification**

Line Item: 150-000-930.000  
Description: Repair and Maintenance  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** No expenditures are anticipated.

Line Item: 150-000-956.000  
Description: Miscellaneous  
Estimated FY 2022-2023: \$486

Administrator's Rec: \$500  
Finance Committee Rec: \$500  
Council Approved: \$500

**Purpose and Justification:** To cover annual service charges and miscellaneous expenditures.

Line Item: 150-000-980.000  
Description: Capital Outlay  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** To cover annual service charges and miscellaneous expenditures.

Line Item: 150-000-976.000  
Description: Land Improvement  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** To cover annual service charges and miscellaneous expenditures.

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
GENERAL FUND								
CLERK-TREASURER								
101-250-702-000								
SALARIES	\$127,592	\$128,413	\$126,552	\$0	\$126,552	\$135,000	\$129,083	\$129,083
101-250-702-001								
SALARIES/PART-TIME	\$0	\$0	\$13,812	\$0	\$13,812	\$0	\$0	\$0
101-250-715-000								
SOCIAL SECURITY	\$9,924	\$10,054	\$10,738	\$0	\$10,738	\$10,328	\$10,327	\$10,327
101-250-716-000								
HEALTH/DENTAL	\$9,121	\$7,782	\$8,088	\$0	\$8,088	\$10,100	\$8,492	\$8,492
101-250-717-000								
LIFE/DISABILITY	\$1,766	\$1,800	\$1,800	\$0	\$1,800	\$1,800	\$1,836	\$1,836
101-250-718-000								
RETIREMENT	\$25,821	\$29,492	\$32,320	\$0	\$32,320	\$32,320	\$33,936	\$33,936
101-250-718-000								
DEFERRED COMP	\$4,500	\$4,500	\$4,500	\$0	\$4,500	\$4,500	\$4,500	\$4,500
101-250-718-002								
MEDICAL REIMBURSEMENT	\$1,000	\$1,000	\$1,000	\$0	\$1,000	\$1,000	\$1,000	\$1,000
101-250-718-003								
HEALTH CARE SAVINGS PLAN	\$457	\$479	\$466	\$0	\$466	\$466	\$475	\$475
101-250-864-000								
CONF/TRAVEL	\$2,129	\$2,485	\$2,500	\$0	\$2,500	\$2,500	\$2,550	\$2,550
101-250-958-000								
MEMBERSHIP	\$899	\$897	\$1,150	\$0	\$1,150	\$1,150	\$1,150	\$1,150
TOTAL CLERK-TREASURER	\$183,209	\$186,903	\$202,926	\$0	\$202,926	\$199,164	\$193,349	\$193,349

**GENERAL FUND**  
**City Clerk/Treasurer's Budget**  
**Line Item Purpose and Justification**

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-260-702.000</u> <u>Salaries</u> <u>\$135,000</u>
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	<u>\$129,083</u> <u>\$129,083</u> <u>\$129,083</u>
<b>Purpose and Justification:</b> To cover the salary cost of the City Clerk-Treasurer and Administrative Specialist, including sick time payout (48 hours max.)	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-260-702.001</u> <u>Salary – Part-Time</u> <u>\$0</u>
<u>Administrator's Request:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	<u>\$0</u> <u>\$0</u> <u>\$0</u>
<b>Purpose and Justification:</b> Nothing anticipated.	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-260-715.000</u> <u>Social Security</u> <u>\$10,328</u>
<u>Administrator's Request:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	<u>\$10,327</u> <u>\$10,327</u> <u>\$10,327</u>
<b>Purpose and Justification:</b> To cover the cost of social security on salaries paid from this budget.	

<u>Line Item:</u>	<u>101-260-716.000</u>
<u>Description:</u>	<u>Health and Dental Insurance</u>
<u>Estimated FY 2022-2023:</u>	<u>\$10,100</u>
<u>Administrator's Rec:</u>	<u>\$8,492</u>
<u>Finance Committee Rec:</u>	<u>\$8,492</u>
<u>Council Approved:</u>	<u>\$8,492</u>
<b><u>Purpose and Justification:</u></b>	<b>To cover the cost of health and dental insurance for the City Clerk-Treasurer and Administrative Specialist.</b>

<u>Line Item:</u>	<u>101-260-717.000</u>
<u>Description:</u>	<u>Life/ADD/Disability Insurances</u>
<u>Estimated FY 2022-2023:</u>	<u>\$1,800</u>
<u>Administrator's Rec:</u>	<u>\$1,836</u>
<u>Finance Committee Rec:</u>	<u>\$1,836</u>
<u>Council Approved:</u>	<u>\$1,836</u>
<b><u>Purpose and Justification:</u></b>	<b>To cover the cost of life insurance for the City Clerk-Treasurer and Administrative Specialist.</b>

<u>Line Item:</u>	<u>101-260-718.000</u>
<u>Description:</u>	<u>Retirement</u>
<u>Estimated FY 2022-2023:</u>	<u>\$32,320</u>
<u>Administrator's Rec:</u>	<u>\$33,936</u>
<u>Finance Committee Rec:</u>	<u>\$33,936</u>
<u>Council Approved:</u>	<u>\$33,936</u>
<b><u>Purpose and Justification:</u></b>	<b>To cover the cost of retirement for the City Clerk-Treasurer. Employee contribution is 8.0%.</b>

Line Item: 101-260-718-001  
Description: Deferred Compensation  
Estimated FY 2022-2023: \$4,500

Administrator's Rec: \$4,500  
Finance Committee Rec: \$4,500  
Council Approved: \$4,500

**Purpose and Justification:** Healthcare buyout for employees in the Clerk/ Treasurer Dept.

Line Item: 101-260-718.002  
Description: Medical Reimbursement  
Estimated FY 2022-2023: \$1,000

Administrator's Rec: \$1,000  
Finance Committee Rec: \$1,000  
Council Approved: \$1,000

**Purpose and Justification:** Cost associated with the Flexible Spending Account for employees, (2) at \$500 each.

Line Item: 101-260-718.003  
Description: MERS HCSP  
Estimated FY 2022-2023: \$466

Administrator's Rec: \$475  
Finance Committee Rec: \$475  
Council Approved: \$475

**Purpose and Justification:** This area pays for the MERS retirement health care savings program. This represents 1% of the Administrative Specialist wages and employees contribute an equal amount.

Line Item: 101-260-864.000  
Description: Conference/Travel  
Estimated FY 2022-2023: \$2,500

Administrator's Rec: \$2,550  
Finance Committee Rec: \$2,550  
Council Approved: \$2,550

**Purpose and Justification:** To cover the cost of attending the Michigan Municipal Treasurer's Association's Annual Conference (\$350); attending various seminars and classes (\$263); and mileage (\$191), and Clerk's Michigan Municipal Clerks Association Annual Conference.

Line Item: 101-260-958.000  
Description: Membership and Dues  
Estimated FY 2022-2023: \$1,150

Administrator's Rec: \$1,150  
Finance Committee Rec: \$1,150  
Council Approved: \$1,150

**Purpose and Justification:** To cover the cost of the Michigan Municipal Treasurer's Association, Municipal Treasurer's Association of US & C, Government Finance Officers Association, Capital Area Clerks Association, International Association of Municipal Clerks and Michigan Municipal Finance Officers Association.

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
GENERAL FUND								
BUILDING AND GROUNDS								
101-265-723-000								
WORKMAN COMP INSURANCE	\$11,660	\$17,546	\$23,901	\$0	\$23,901	\$13,000	\$24,379	\$24,379
101-265-724-000								
UNEMPLOYMENT COMP	\$142	\$1,446	\$152	\$0	\$152	\$2,000	\$1,500	\$1,500
101-265-727-000								
OFFICE SUPPLIES	\$6,557	\$5,718	\$6,500	\$0	\$6,500	\$6,500	\$6,500	\$6,500
101-265-740-000								
OPERATING SUPPLIES	\$24,649	\$17,678	\$15,000	\$0	\$15,000	\$15,000	\$15,000	\$15,000
101-265-801-000								
PROFESSIONAL SERV	\$7,010	\$0	\$10,000	\$0	\$10,000	\$15,000	\$10,000	\$10,000
101-265-803-000								
LEGAL FEES	\$43,696	\$40,924	\$40,000	\$0	\$40,000	\$30,000	\$40,000	\$40,000
101-265-805-000								
REFUSE CONTRACT	\$214,394	\$207,103	\$213,607	\$0	\$213,607	\$213,607	\$220,015	\$220,015
101-265-805-001								
RECYCLING	\$104,582	\$100,993	\$105,209	\$0	\$105,209	\$105,209	\$108,365	\$108,365
101-265-806-000								
AUDIT FEES	\$3,022	\$7,182	\$5,485	\$0	\$5,485	\$6,900	\$5,595	\$5,595
101-265-810-000								
LIABILITY INS	\$23,090	\$23,665	\$19,814	\$0	\$19,814	\$25,000	\$20,210	\$20,210
101-265-850-000								
TELEPHONE	\$12,803	\$12,548	\$5,782	\$0	\$5,782	\$10,000	\$5,898	\$5,898
101-265-900-000								
PRINTING/PUBLISHING	\$4,835	\$7,437	\$6,000	\$0	\$6,000	\$8,000	\$6,000	\$6,000
101-265-926-000								
STREET LIGHTS	\$86,634	\$84,118	\$84,594	\$0	\$84,594	\$30,000	\$86,286	\$86,286
101-265-927-000								
UTILITIES	\$37,273	\$45,339	\$35,000	\$0	\$35,000	\$45,000	\$46,000	\$46,000
101-265-930-000								
REPAIR/MAINTENANCE	\$23,899	\$16,810	\$12,000	\$0	\$12,000	\$30,000	\$17,000	\$17,000
101-265-932-000								
COMP.MAINTENANCE	\$14,074	\$14,448	\$9,509	\$0	\$9,509	\$17,000	\$25,000	\$25,000
101-265-941-000								
EQUIPMENT RENTALS	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$3,000
101-265-956-000								
MISCELLANEOUS	\$11,363	\$10,725	\$2,000	\$0	\$2,000	\$7,000	\$2,000	\$2,000
101-265-980-000								
CAP.OUTLAY/MISC	\$13,014	\$18,996	\$4,000	\$0	\$4,000	\$4,000	\$12,500	\$12,500
101-265-996-000								
TRANSFERS	\$435,994	\$216,000	\$200,000	\$0	\$200,000	\$210,000	\$200,000	\$200,000
TOTAL C. H./GROUNDS	\$1,078,690	\$848,677	\$798,553	\$0	\$798,553	\$793,216	\$855,248	\$855,248

**GENERAL FUND**  
**Buildings and Grounds Budget**  
**Line-Item Purpose and Justification**

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-265-723.000</u> <u>Worker's Compensation</u> \$13,000
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	\$24,379 \$24,379 \$24,379
<b>Purpose and Justification:</b> To cover the annual cost of Worker's Compensation Insurance for city employees as paid to the Michigan Municipal League Workers Compensation Fund.	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-265-724.000</u> <u>Unemployment Compensation</u> \$2,000
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	\$1,500 \$1,500 \$1,500
<b>Purpose and Justification:</b> To cover unemployment compensation costs for City employees.	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-265-727.000</u> <u>Office Supplies</u> \$6,500
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	\$6,500 \$6,500 \$6,500
<b>Purpose and Justification:</b> To cover the costs of all office supplies for City Hall and other departments.	

Line Item: 101-265-740.000  
Description: Operating Supplies  
Estimated FY 2022-2023: \$15,000

Administrator's Rec: \$15,000  
Finance Committee Rec: \$15,000  
Council Approved: \$15,000

**Purpose and Justification:** To cover the cost of paper, postage, decorations, paints, carpet cleaning, and other related items for City Hall.

Line Item: 101-265-801.000  
Description: Professional Service  
Estimated FY 2022-2023: \$15,000

Administrator's Rec: \$10,000  
Finance Committee Rec: \$10,000  
Council Approved: \$10,000

**Purpose and Justification:** Participation fee for the MIDEAL purchasing program and janitorial services for Community Room.

Line Item: 101-265-803.000  
Description: Legal Fees  
Estimated FY 2022-2023: \$30,000

Administrator's Rec: \$40,000  
Finance Committee Rec: \$40,000  
Council Approved: \$40,000

**Purpose and Justification:** To cover the costs of legal fees of the City.

Line Item: 101-265-805.000  
Description: Refuse Contract  
Estimated FY 2022-2023: \$213,607

Administrator's Rec: \$220,015  
Finance Committee Rec: \$220,015  
Council Approved: \$220,015

**Purpose and Justification:** To cover the contractual expense for Granger Disposal Company for all residential trash removal in the City. Per the Contract with Granger the City pays \$11.60 per residential unit for refuse. The budgeted amount is based on average of 1,579 residential units.

Line Item: 101-265-805.001  
Description: Recycling Services  
Estimated FY 2022-2023: \$ 105,209

Administrator's Rec: \$ 108,365  
Finance Committee Rec: \$ 108,365  
Council Approved: \$ 108,365

**Purpose and Justification:** To cover Granger Disposal Company's for providing the City's residential recycling program. This budgeted figure is based on 1,579 residents being provided services at \$5.65 per household.

Line Item: 101-265-806.000  
Description: Audit Services  
Estimated FY 2022-2023: \$6,900

Administrator's Rec: \$5,595  
Finance Committee Rec: \$5,595  
Council Approved: \$5,595

**Purpose and Justification:** To cover the cost of the annual audit for the City's General Fund.

Line Item: 101-265-810.000  
Description: Insurance  
Estimated FY 2022-2023: \$25,000

Administrator's Rec: \$20,210  
Finance Committee Rec: \$20,210  
Council Approved: \$20,210

**Purpose and Justification:** To cover the cost of property and liability insurance for General Fund related property and activities for those expenses that are not covered in other funds. The cost for police liability insurance is within the Police Department Budget. The amount of funding budgeted reflects no increase in the annual premium.

Line Item: 101-265-850.000  
Description: Telephone  
Estimated FY 2022-2023: \$10,000

Administrator's Rec: \$5,898  
Finance Committee Rec: \$5,898  
Council Approved: \$5,898

**Purpose and Justification:** To cover the cost of phone services for City Hall offices.

Line Item: 101-265-900.000  
Description: Printing/Publishing  
Estimated FY 2022-2023: \$8,000

Administrator's Rec: \$6,000  
Finance Committee Rec: \$6,000  
Council Approved: \$6,000

**Purpose and Justification:** To cover the annual cost for printing/publishing items such as legal notices, ordinances, the City newsletter and amendments to the code of ordinances. This can fluctuate from year to year depending on ordinance amendments.

Line Item: 101-265-926.000  
Description: Street Lights  
Estimated FY 2022-2023: \$85,000

Administrator's Rec: \$86,286  
Finance Committee Rec: \$86,286  
Council Approved: \$86,286

**Purpose and Justification:** To cover the annual costs for street lights.

Line Item: 101-265-927.000  
Description: Utilities  
Estimated FY 2022-2023: \$45,000

Administrator's Rec: \$46,000  
Finance Committee Rec: \$46,000  
Council Approved: \$46,000

**Purpose and Justification:** To cover the cost of electric and natural gas services for City Hall.

Line Item: 101-265-930.000  
Description: Repair/Maintenance  
Estimated FY 2022-2023: \$30,000

Administrator's Rec: \$17,000  
Finance Committee Rec: \$17,000  
Council Approved: \$17,000

**Purpose and Justification:** To cover costs related to repair and maintenance to City Hall. This line item includes furnace and air conditioning repairs and maintenance, building painting, light fixture replacement, lawn fertilization and weed control and other related items. Maintenance and repair expenses associated with the outdoor warning siren system are also paid from this line item.

Line Item: 101-265-932.000  
Description: Computer Maintenance  
Estimated FY 2022-2023: \$17,000

Administrator's Rec: \$25,000  
Finance Committee Rec: \$25,000  
Council Approved: \$25,000

**Purpose and Justification:** To cover the cost of maintenance of computers at City Hall. Funds from this line item are also used to pay professional fees for periodic work on the City's web site. Web site server charges and software maintenance agreements are also charged to this line item. Software BS&A timesheet module and self-service add-on.

Line Item: 101-265-941.000  
Description: Equipment Rentals  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$3,000  
Finance Committee Rec: \$3,000  
Council Approved: \$3,000

**Purpose and Justification:** To cover the annual motor pool rental.

Line Item: 101-265-956.000  
Description: Miscellaneous  
Estimated FY 2022-2023: \$7,000

Administrator's Rec: \$2,000  
Finance Committee Rec: \$2,000  
Council Approved: \$2,000

**Purpose and Justification:** Bank services charges.

<u>Line Item:</u>	<u>101-265-980.000</u>
<u>Description:</u>	<u>Capital Outlay - Miscellaneous</u>
<u>Estimated FY 2022-2023:</u>	<u>\$4,000</u>
<u>Administrator's Rec:</u>	<u>\$12,500</u>
<u>Finance Committee Rec:</u>	<u>\$12,500</u>
<u>Council Approved:</u>	<u>\$12,500</u>
<b>Purpose and Justification:</b>	To cover the cost of a new terminal server for Building Inspections and RecPro. The terminal server houses the software for DeWitt Township and DARA to remote in.

<u>Line Item:</u>	<u>101-265-996.000</u>
<u>Description:</u>	<u>Transfer Out to Other Funds</u>
<u>Estimated FY 2022-2023:</u>	<u>\$210,000</u>
<u>Administrator's Rec:</u>	<u>\$200,000</u>
<u>Finance Committee Rec:</u>	<u>\$200,000</u>
<u>Council Approved:</u>	<u>\$200,000</u>
<b>Purpose and Justification:</b>	Funds to be transferred to the City Hall Debt Fund and Local Street Fund for street projects.

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
GENERAL FUND								
TREE COMMISSION/FORESTRY								
101-753-802-000								
PROJECTS/PROGRAMS	\$0	\$0	\$300	\$0	\$300	\$0	\$300	\$300
101-753-930-000								
REPAIR/MAINTENANCE	\$8,510	\$15,950	\$10,000	\$0	\$10,000	\$10,000	\$10,000	\$10,000
101-753-980-000								
CAP.OUTLAY/MISC	\$0	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$1,000
TOTAL TREE COMM	\$8,510	\$15,950	\$11,300	\$0	\$11,300	\$10,000	\$11,300	\$11,300

**GENERAL FUND**  
**Tree Commission and Forestry Budget**  
**Expense Purpose and Justification**

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-285-802.000</u> <u>Projects/Programs</u> <u>\$0</u>  <u>Administrator's Rec:</u> \$300 <u>Finance Committee Rec:</u> \$300 <u>Council Approved:</u> \$300 <b>Purpose and Justification:</b> To cover the costs to sponsor tree awareness and appreciation projects. This includes an Arbor Day project.
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<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-285-930.000</u> <u>Repair &amp; Maintenance</u> <u>\$10,000</u>  <u>Administrator's Rec:</u> \$10,000 <u>Finance Committee Rec:</u> \$10,000 <u>Council Approved:</u> \$10,000 <b>Purpose and Justification:</b> To provide funding for contracted tree removal as may be necessary and street tree planting.
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<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-285-980.000</u> <u>Capital Outlay</u> <u>\$0</u>  <u>Administrator's Rec:</u> \$1,000 <u>Finance Committee Rec:</u> \$1,000 <u>Council Approved:</u> \$1,000 <b>Purpose and Justification:</b> To provide funding for ongoing reforestation work of the City.
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CITY OF DEWITT - BUDGET WORKSHEET									
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET	
<b>GENERAL FUND</b>									
<b>POLICE</b>									
101-301-702-000									
SALARIES	\$431,921	\$402,934	\$535,595	\$0	\$535,595	\$500,000	\$546,307	\$546,307	
101-301-702-001									
SALARIES/PART-TIME	\$49,152	\$38,558	\$50,000	\$0	\$50,000	\$30,000	\$50,000	\$50,000	
101-301-702-002									
SALARIES/OVERTIME	\$24,706	\$29,915	\$25,000	\$0	\$25,000	\$35,000	\$25,000	\$25,000	
101-301-715-000									
SOCIAL SECURITY	\$38,503	\$36,062	\$46,711	\$0	\$46,711	\$46,000	\$47,530	\$47,530	
101-301-716-000									
HEALTH/DENTAL	\$59,978	\$51,449	\$75,909	\$0	\$75,909	\$60,000	\$79,704	\$79,704	
101-301-717-000									
LIFE/DISABILITY	\$5,227	\$4,341	\$4,909	\$0	\$4,909	\$5,000	\$5,007	\$5,007	
101-301-718-000									
RETIREMENT	\$99,818	\$91,648	\$101,772	\$0	\$101,772	\$97,000	\$106,861	\$106,861	
101-301-718-001									
DEFERRED COMP	\$6,750	\$8,308	\$9,000	\$0	\$9,000	\$12,000	\$9,000	\$9,000	
101-301-718-002									
MEDICAL REIMBURSEMENT	\$4,673	\$4,250	\$6,000	\$0	\$6,000	\$6,000	\$6,000	\$6,000	
101-301-718-003									
HEALTH CARE SAVINGS PLA	\$2,005	\$2,477	\$1,800	\$0	\$1,800	\$3,500	\$2,526	\$2,526	
101-301-719-000									
UNIFORM PURCHASE	\$5,636	\$7,438	\$5,500	\$0	\$5,500	\$11,000	\$6,500	\$6,500	
101-301-720-000									
UNIFORM CLEANING	\$1,698	\$1,128	\$2,200	\$0	\$2,200	\$2,200	\$2,200	\$2,200	
101-301-740-000									
OPERATING SUPPLIES	\$5,245	\$5,192	\$5,500	\$0	\$5,500	\$7,000	\$5,500	\$5,500	
101-301-801-000									
PROF. SERVICES	\$261	\$44,284	\$3,000	\$0	\$3,000	\$35,000	\$10,000	\$10,000	
101-301-810-000									
LIABILITY INS	\$9,350	\$9,315	\$9,775	\$0	\$9,775	\$10,000	\$9,971	\$9,971	
101-301-850-000									
TELEPHONE	\$8,928	\$8,412	\$8,000	\$0	\$8,000	\$10,000	\$8,500	\$8,500	
101-301-851-000									
RADIO	\$7,766	\$27,042	\$28,300	\$0	\$28,300	\$35,000	\$31,000	\$31,000	
101-301-860-000									
EQUIP.RENTAL/CARS	\$40,000	\$49,722	\$52,208	\$0	\$52,208	\$52,208	\$54,818	\$54,818	
101-301-864-000									
CONF/TRAVEL	\$1,997	\$368	\$1,000	\$0	\$1,000	\$1,500	\$1,000	\$1,000	
101-301-930-000									
REPAIR/MAINTENANCE	\$860	\$249	\$1,082	\$0	\$1,082	\$1,082	\$1,104	\$1,104	
101-301-956-000									
MISCELLANEOUS	\$4,269	\$1,132	\$2,220	\$0	\$2,220	\$3,000	\$2,220	\$2,220	
101-301-958-000									
MEMBERSHIP	\$813	\$3,079	\$900	\$0	\$900	\$900	\$900	\$900	
101-301-960-000									
TRAINING/CITY FUNDS	\$1,448	\$1,408	\$2,000	\$0	\$2,000	\$2,000	\$2,000	\$2,000	
101-301-961-000									
TRAINING/STATE GRANT	\$1,788	\$568	\$1,000	\$0	\$1,000	\$1,000	\$1,000	\$1,000	
101-301-980-000									
CAP.OUTLAY/MISC	\$103	\$101,467	\$6,800	\$0	\$6,800	\$6,800	\$6,800	\$6,800	
<b>TOTAL POLICE</b>	<b>\$812,895</b>	<b>\$930,745</b>	<b>\$986,181</b>	<b>\$0</b>	<b>\$986,181</b>	<b>\$973,190</b>	<b>\$1,021,448</b>	<b>\$1,021,448</b>	

4/12/2023

8:24 AM

**GENERAL FUND**  
**Police Department Budget**  
**Expense Purpose and Justification**

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-301-702.000</u> <u>Salaries</u> <u>\$500,000</u>
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	<u>\$546,307</u> <u>\$546,307</u> <u>\$546,307</u>
<b>Purpose and Justification:</b> To cover salaries for employees of the Police Department. This includes the Chief, (2) Sergeants, Patrol Officers (4) and Administrative Assistant, and pay-out of sick time and union officer education pay.	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-301-702.001</u> <u>Salaries/Part Time</u> <u>\$30,000</u>
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	<u>\$50,000</u> <u>\$50,000</u> <u>\$50,000</u>
<b>Purpose and Justification:</b> To cover the cost of the salaries for the part-time employees within the Police Department.	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-301-702.002</u> <u>Salaries/Overtime</u> <u>\$35,000</u>
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	<u>\$25,000</u> <u>\$25,000</u> <u>\$25,000</u>
<b>Purpose and Justification:</b> To cover overtime for police officers. Such overtime is used for investigations, and special events patrolling (school/Ox Roast). DeWitt Public Schools reimburses approximately \$3,600 per year.	

Line Item: 101-301-715.000  
Description: Social Security  
Estimated FY 2022-2023: \$46,000

Administrator's Rec: \$47,530  
Finance Committee Rec: \$47,530  
Council Approved: \$47,530

**Purpose and Justification:** To cover the cost associated with social security for wages paid out by the Police Department.

Line Item: 101-301-716-000  
Description: Health/Dental  
Estimated FY 2022-2023: \$60,000

Administrator's Rec: \$79,704  
Finance Committee Rec: \$79,704  
Council Approved: \$79,704

**Purpose and Justification:** To cover the cost associated with providing health and dental insurance for the full-time employees of the Police Department.

Line Item: 101-301-717.000  
Description: Life/ADD/Disability  
Estimated FY 2022-2023: \$5,000

Administrator's Rec: \$5,007  
Finance Committee Rec: \$5,007  
Council Approved: \$5,007

**Purpose and Justification:** To cover the cost associated with providing life insurance for the full-time employees of the Police Department.

Line Item: 101-301-718.000  
Description: Retirement  
Estimated FY 2022-2023: \$97,000

Administrator's Rec: \$106,861  
Finance Committee Rec: \$106,861  
Council Approved: \$106,861

**Purpose and Justification:** To cover the costs associated with providing retirement benefits to the full-time employees of the Police Department. Union employees' retirement is funded at 19.19 % of salaries (not including sick time) and non-union employees' retirement is funded at 21.79 % of salaries (not including sick time). Employee contribution is 8.0%.

Line Item: 101-301-718.001  
Description: Deferred Compensation  
Estimated FY 2022-2023: \$12,000

Administrator's Rec: \$9,000  
Finance Committee Rec: \$9,000  
Council Approved: \$9,000

**Purpose and Justification:** Funds paid to employees for opting out of the City's health and dental insurance programs. Employees receive \$375 per month instead of Health/Dental benefits, 2 each \$4,500 per year.

Line Item: 101-301-718.002  
Description: Medical Reimbursement  
Estimated FY 2022-2023: \$6,000

Administrator's Rec: \$6,000  
Finance Committee Rec: \$6,000  
Council Approved: \$6,000

**Purpose and Justification:** The amount budgeted includes contributions towards the employee's Flexible Spending Account, \$500 per non-union full-time employee (4) and \$1,000 per union employee (4).

Line Item: 101-301-718.003  
Description: MERS HCSP  
Estimated FY 2022-2023: \$3,500

Administrator's Rec: \$2,526  
Finance Committee Rec: \$2,526  
Council Approved: \$2,526

**Purpose and Justification:** This area pays for the MERS retirement health care savings program. This represents 1% of the Police wages and employees contribute an equal amount.

Line Item: 101-301-719.000  
Description: Uniform Purchase  
Estimated FY 2022-2023: \$11,000

Administrator's Rec: \$6,500  
Finance Committee Rec: \$6,500  
Council Approved: \$6,500

**Purpose and Justification:** To cover the cost of providing uniforms for employees of the Police Department per the current bargaining agreement.

Line Item: 101-301-720.000  
Description: Uniform Cleaning  
Estimated FY 2022-2023: \$2,200

Administrator's Rec: \$2,200  
Finance Committee Rec: \$2,200  
Council Approved: \$2,200

**Purpose and Justification:** To cover the cost of uniform cleaning for the Police Department. This includes \$250 per officer (including the Chief and (2) Sergeants) plus an allocation for part-time officers.

Line Item: 101-301-740.000  
Description: Operating Supplies  
Estimated FY 2022-2023: \$7,000  
  
Administrator's Rec: \$5,500  
Finance Committee Rec: \$5,500  
Council Approved: \$5,500  
**Purpose and Justification:** To cover the costs of operating supplies for the Department including funds for fire extinguisher refills, office supplies, digital media, ammunition, pepper gas, handcuffs, flashlights, and flares.

Line Item: 101-301-801.000  
Description: Professional Services  
Estimated FY 2022-2023: \$35,000  
  
Administrator's Rec: \$10,000  
Finance Committee Rec: \$10,000  
Council Approved: \$10,000  
**Purpose and Justification:** To cover the costs of participating in the Clinton County detective services/Special Operations Team (SOT) program and legal fees.

Line Item: 101-301-810-000  
Description: Liability Insurance  
Estimated FY 2022-2023: \$10,000  
  
Administrator's Rec: \$9,971  
Finance Committee Rec: \$9,971  
Council Approved: \$9,971  
**Purpose and Justification:** To cover the cost of professional liability insurance for the Police Department. This amount is paid to the Michigan Municipal Property and Liability Pool.

Line Item: 101-301-850-000  
Description: Communications/Telephone  
Estimated FY 2022-2023: \$10,000

Administrator's Rec: \$8,500  
Finance Committee Rec: \$8,500  
Council Approved: \$8,500

**Purpose and Justification:** To cover Police Department related telephone service expenses (phones within the Department and cellular phones).

Line Item: 101-301-851-000  
Description: Communication/Radio  
Estimated FY 2022-2023: \$35,000

Administrator's Rec: \$31,000  
Finance Committee Rec: \$31,000  
Council Approved: \$31,000

**Purpose and Justification:** To cover the cost of the SRMS software maintenance contracts, LEIN/Sex Offender access, All Traffic Solutions & MDT Aircards, and State Records Management System.

Line Item: 101-301-860-000  
Description: Equipment Rental  
Estimated FY 2022-2023: \$52,208

Administrator's Rec: \$54,818  
Finance Committee Rec: \$54,818  
Council Approved: \$54,818

**Purpose and Justification:** To cover the annual equipment rental cost to the City's Motor Pool Fund for the use of police cars.

Line Item: 101-301-864-000  
Description: Conference/Travel  
Estimated FY 2022-2023: \$1,500

Administrator's Rec: \$1,000  
Finance Committee Rec: \$1,000  
Council Approved: \$1,000

**Purpose and Justification:** To cover the cost of conferences, out-of-town meetings, lodging, and meals.

Line Item: 101-301-930-000  
Description: Repair/Maintenance  
Estimated FY 2022-2023: \$1,082

Administrator's Rec: \$1,104  
Finance Committee Rec: \$1,104  
Council Approved: \$1,104

**Purpose and Justification:** To cover the costs of maintenance on the Department's copy machine and shredder.

Line Item: 101-301-956-000  
Description: Miscellaneous  
Estimated FY 2022-2023: \$3,000

Administrator's Rec: \$2,220  
Finance Committee Rec: \$2,220  
Council Approved: \$2,220

**Purpose and Justification:** To cover the costs of blood tests for people pulled over for drunk driving, drug tests for new officer hires, badges, nameplates, and other items.

Line Item: 101-301-958-000  
Description: Membership/Dues  
Estimated FY 2022-2023: \$900  
  
Administrator's Rec: \$900  
Finance Committee Rec: \$900  
Council Approved: \$900  
**Purpose and Justification:** To cover the costs of memberships in the Michigan Police Chief's Association (\$215), Mid-Michigan Chief's Association (\$25), FLEX card fees (\$331.80)- \$27.65/ month, LERMA (\$60) and Lions Club (\$220).

Line Item: 101-301-960-000  
Description: Training - City Funds  
Estimated FY 2022-2023: \$2,000

Administrator's Rec: \$2,000  
Finance Committee Rec: \$2,000  
Council Approved: \$2,000  
**Purpose and Justification:** To cover officer training and the City's portion.

Line Item: 101-301-961-000  
Description: Training - State Funds  
Estimated FY 2022-2023: \$1,000

Administrator's Rec: \$1,000  
Finance Committee Rec: \$1,000  
Council Approved: \$1,000  
**Purpose and Justification:** This represents funds received and expended for Department training through the 302 programs.

Line Item: 101-301-962-000  
Description: Grant-Miscellaneous  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** Nothing is anticipated for FY23-24.

Line Item: 101-301-980-000  
Description: Capital Outlay  
Estimated FY 2022-2023: \$6,800

Administrator's Rec: \$6,800  
Finance Committee Rec: \$6,800  
Council Approved: \$6,800

**Purpose and Justification:** To cover the purchase of two (2) new computers.

CITY OF DEWITT - BUDGET WORKSHEET									
DESCRIPTION	20-21	21-22	2022-2023	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024	
	ACTUAL	ACTUAL	ORIGINAL	AMEND-	AMENDED	ESTIMATED	REQUESTED	APPROVED	
GENERAL FUND			BUDGET	MENTS	BUDGET	BUDGET	BUDGET	BUDGET	
FIRE									
101-336-702-000									
SALARY	\$1,467	\$1,600	\$1,600		\$1,600	\$1,600	\$1,600	\$1,600	
101-336-715-000									
SOCIAL SECURITY	\$87	\$128	\$128		\$128	\$128	\$128	\$128	
101-336-801-000									
PROFESSIONAL SERV.	\$182,272	\$197,312	\$203,000	\$0	\$203,000	\$204,000	\$217,000	\$217,000	
101-336-927-000									
UTILITIES	\$479	\$486	\$563	\$0	\$563	\$563	\$574	\$574	
101-336-930-000									
REPAIR/MAINTENANCE	\$1,250	\$0	\$600	\$0	\$600	\$0	\$600	\$600	
101-336-975-000									
CAP.OUTLAY/BLDG	\$0	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$1,000	
TOTAL FIRE	\$185,555	\$199,526	\$206,891	\$0	\$206,891	\$206,291	\$220,902	\$220,902	

**GENERAL FUND**  
**Fire Department Budget**  
**Expense Purpose and Justification**

Line Item: 101-336-702.000  
Description: Salary  
Estimated FY 2022-2023: \$1,600

Administrator's Rec: \$1,600  
Finance Committee Rec: \$1,600  
Council Approved: \$1,600

**Purpose and Justification:** Annual stipend for DAESA City Representatives.

Line Item: 101-336-715.000  
Description: Social Security  
Estimated FY 2022-2023: \$128

Administrator's Rec: \$128  
Finance Committee Rec: \$128  
Council Approved: \$128

**Purpose and Justification:**

Line Item: 101-336-801.000  
Description: Professional Services  
Estimated FY 2022-2023: \$204,000

Administrator's Rec: \$217,000  
Finance Committee Rec: \$217,000  
Council Approved: \$217,000

**Purpose and Justification:** Funds paid to the DeWitt Area Emergency Services Authority for fire and EMS services. Payments are made quarterly.

Line Item: 101-336-927.000  
Description: Utilities  
Estimated FY 2022-2023: \$563

Administrator's Rec: \$574  
Finance Committee Rec: \$574  
Council Approved: \$574

**Purpose and Justification:** Amount paid to Consumers Energy for the cost of the siren at Howe Road.

Line Item: 101-336-930.000  
Description: Repair and Maintenance  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$600  
Finance Committee Rec: \$600  
Council Approved: \$600

**Purpose and Justification:** Funds budgeted for repair and maintenance work on the Fire Station. Per the Lease Agreement with the Authority, the City is responsible for Fire Station repair and maintenance expenses.

Line Item: 101-336-975.000  
Description: Capital Outlay - Building  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$1,000  
Finance Committee Rec: \$1,000  
Council Approved: \$1,000

**Purpose and Justification:** Funds budgeted in the event that a capital repair is needed on the Fire Station, which would represent roofing, HVAC, convert to LED lighting, etc.

CITY OF DEWITT - BUDGET WORKSHEET									
DESCRIPTION	20-21	21-22	2022-2023	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024	
	ACTUAL	ACTUAL	ORIGINAL	AMEND-	AMENDED	ESTIMATED	REQUESTED	APPROVED	
GENERAL FUND			BUDGET	MENTS	BUDGET	BUDGET	BUDGET	BUDGET	
PLANNING									
101-721-740-000									
OPERATING SUPPLIES	\$0	\$0	\$200	\$0	\$200	\$0	\$200	\$200	
101-721-801-000									
PROF. SERVICE	\$14,030	\$3,493	\$12,000	\$0	\$12,000	\$15,000	\$4,000	\$4,000	
101-721-864-000									
CONF/TRAVEL	\$0	\$0	\$300	\$0	\$300	\$0	\$300	\$300	
101-721-956-000									
MISCELLANEOUS	\$0	\$0	\$250	\$0	\$250	\$0	\$250	\$250	
TOTAL PLANNING	\$14,030	\$3,493	\$12,750	\$0	\$12,750	\$15,000	\$4,750	\$4,750	

**GENERAL FUND**  
**Planning Commission Budget**  
**Expense Purpose and Justification**

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-721-740.000</u> <u>Operating Supplies</u> <u>\$0</u>
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	<u>\$200</u> <u>\$200</u> <u>\$200</u>
<b>Purpose and Justification:</b> To cover the cost of purchasing basic operating supplies for the Planning Commission including maps, paper, books, or other related items.	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>101-721-801.000</u> <u>Professional Services</u> <u>\$15,000</u>
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	<u>\$4,000</u> <u>\$4,000</u> <u>\$4,000</u>
<b>Purpose and Justification:</b> To cover the costs associated with Beckett and Raeder providing planning and zoning services to the City. This includes office hours, preparing staff reports, training sessions, advising on amendments to the Zoning Ordinance and Comprehensive Development Plan, and attending Planning Commission meetings, as requested.	

Line Item: 101-721-864.000  
Description: Conference and Travel -  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$300  
Finance Committee Rec: \$300  
Council Approved: \$300

**Purpose and Justification:** To cover the cost of training for Planning Commissioners.

Line Item: 101-721-956.000  
Description: Miscellaneous  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$250  
Finance Committee Rec: \$250  
Council Approved: \$250

**Purpose and Justification:** To cover the costs of miscellaneous expenses of the Planning Commission.

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
GENERAL FUND								
PUBLIC SERVICES								
101-441-702-000								
SALARY	\$300,593	\$307,883	\$318,735	\$0	\$318,735	\$318,735	\$328,297	\$328,297
101-441-702-001								
SALARY/PART-TIME	\$26,549	\$27,288	\$33,447	\$0	\$33,447	\$33,447	\$34,116	\$34,116
101-441-702-002								
SALARY/OVERTIME	\$10,019	\$13,848	\$13,000	\$0	\$13,000	\$5,000	\$13,000	\$13,000
101-441-702-003								
SALARY/TEMP	\$0	\$0	\$5,000	\$0	\$5,000	\$5,000	\$10,700	\$10,700
101-441-715-000								
SOCIAL SECURITY	\$26,664	\$28,022	\$27,936	\$0	\$27,936	\$27,936	\$28,719	\$28,719
101-441-716-000								
HEALTH/DENTAL	\$42,926	\$48,365	\$49,488	\$0	\$49,488	\$51,850	\$51,962	\$51,962
101-441-717-000								
LIFE/DISABILITY	\$3,467	\$3,542	\$2,542	\$0	\$2,542	\$3,225	\$2,593	\$2,593
101-441-718-000								
RETIREMENT	\$108,490	\$111,355	\$115,431	\$0	\$115,431	\$115,431	\$121,203	\$121,203
101-441-718-001								
DEFERRED COMP	\$6,058	\$4,500	\$4,500	\$0	\$4,500	\$4,500	\$4,500	\$4,500
101-441-718-002								
MEDICAL REIMBURSEMENT	\$3,497	\$4,247	\$4,500	\$0	\$4,500	\$4,500	\$4,500	\$4,500
101-441-718-003								
MERS HCSP	\$2,381	\$2,475	\$2,416	\$0	\$2,416	\$3,000	\$2,440	\$2,440
101-441-719-000								
UNIFORM PURCHASE	\$2,000	\$2,000	\$2,000	\$0	\$2,000	\$2,000	\$2,300	\$2,300
101-441-740-000								
OPERATING SUPPLIES	\$8,369	\$8,996	\$15,034	\$0	\$15,034	\$15,034	\$15,335	\$15,335
101-441-801-000								
PROFESSIONAL SERVICES			\$0		\$0	\$1,700	\$2,500	\$2,500
101-441-810-000								
INSURANCE	\$1,083	\$1,069	\$1,267	\$0	\$1,267	\$1,000	\$1,292	\$1,292
101-441-850-000								
TELEPHONE	\$5,746	\$3,877	\$5,021	\$0	\$5,021	\$4,500	\$5,121	\$5,121
101-441-860-000								
EQUIPMENT/RENTAL	\$70,000	\$81,955	\$84,414	\$0	\$84,414	\$84,414	\$86,946	\$86,946
101-441-864-000								
CONFERENCE/TRAVEL	\$95	\$710	\$500	\$0	\$500	\$0	\$500	\$500
101-441-927-000								
UTILITIES	\$4,714	\$6,428	\$6,042	\$0	\$6,042	\$8,000	\$6,163	\$6,163
101-441-930-000								
REPAIR/MAINTENANCE	\$4,466	\$5,414	\$15,000	\$0	\$15,000	\$15,000	\$15,000	\$15,000
101-441-932-000								
COMPUTER MAINTENANCE	\$0	\$0	\$2,000	\$0	\$2,000	\$0	\$2,500	\$2,500
101-441-956-000								
MISCELLANEOUS	\$614	\$4,886	\$500	\$0	\$500	\$2,500	\$500	\$500
101-441-958-000								
MEMBERSHIP	\$314	\$354	\$400	\$0	\$400	\$400	\$400	\$400
101-441-975-000								
CAP.OUTLAY/BLDG	\$0	\$0	\$10,000	\$0	\$10,000	\$10,000	\$50,000	\$50,000
101-441-980-000								
CAP.OUTLAY/MISC SMALL EQUIP	\$869	\$6,954	\$3,000	\$0	\$3,000	\$3,000	\$3,000	\$3,000
101-441-980-000								
TOTAL PUBLIC SERV	\$628,914	\$674,168	\$722,173	\$0	\$722,173	\$720,172	\$793,588	\$793,587

**GENERAL FUND**  
**Public Services Department Budget**  
**Expense Purpose and Justification**

Line Item: 101-441-702.000  
Description: Salaries  
Estimated FY 2022-2023: \$318,735

Administrator's Rec: \$328,297  
Finance Committee Rec: \$328,297  
Council Approved: \$328,297

**Purpose and Justification:** To cover the cost of the DPS Supervisor's salary, as well as 8,525 hours for the four (4) public services operators, including paid time off (vacation, sick, etc.,) and possible merit and certification pay that DPS employees can receive. General Fund duties included cemetery maintenance and funeral work, event support, leaf and brush collection, large item pick-up, maintenance and repairs at city hall, park buildings, and grounds. An estimated 3,225 hours are budgeted in the following funds: motor pool, water & sewer, local streets, major streets, and downtown development district. Wages and benefits for this time will be reimbursed to the general fund as it is worked (101-000-676.000).

Line Item: 101-441-702.001  
Description: Salary – Part-Time / Seasonal  
Estimated FY 2022-2023: \$33,447

Administrator's Rec: \$34,116  
Finance Committee Rec: \$34,116  
Council Approved: \$34,116

**Purpose and Justification:** This expenditure area covers all expenses for part-time and seasonal employees except for parks and DDA area work. This is mainly for cemetery mowing and weed-whipping but also covers leaf pick-up in the fall as well as other miscellaneous duties.

Line Item: 101-441-702.002  
Description: Salaries/Overtime  
Estimated FY 2022-2023: \$5,000

Administrator's Rec: \$13,000  
Finance Committee Rec: \$13,000  
Council Approved: \$13,000

**Purpose and Justification:** To cover the cost of overtime wages for Public Services Department employees for funerals, emergencies, and winter on-call payments. This fluctuates from year to year and is very weather dependent.

Line Item: 101-441-702.003  
Description: Salary/Temp/Contract  
Estimated FY 2022-2023: \$5,000

Administrator's Rec: \$10,700  
Finance Committee Rec: \$10,700  
Council Approved: \$10,700

**Purpose and Justification:** Funds are budgeted here to contract with a temporary agency or temporary seasonal employees for approximately 250 hours to support full-time employees during fall leaf collection as needed.

Line Item: 101-441-715.000  
Description: Social Security  
Estimated FY 2022-2023: \$27,936

Administrator's Rec: \$28,719  
Finance Committee Rec: \$28,719  
Council Approved: \$28,719

**Purpose and Justification:** All DPS employees' social security is covered here, except part-time employees assigned to the parks facilities department. A percentage equivalent for this cost for DPS employee work in other funds is paid back to the General Fund into 101-000-676.00, Reimbursements.

Line Item: 101-441-716.000  
Description: Health and Dental Insurance  
Estimated FY 2022-2023: \$51,850

Administrator's Rec: \$51,962  
Finance Committee Rec: \$51,962  
Council Approved: \$51,962

**Purpose and Justification:** To cover the cost of health and disability insurance for Public Services Department employees. All DPS employee benefits payments are made directly from this line item, regardless of which fund that employee time is charged to over the course of the year. The benefits cost attributed to other funds are reimbursed to the General Fund in 101-000-676, Reimbursements.

Line Item: 101-441-717.000  
Description: Life/ADD/Disability Insurances  
Estimated FY 2022-2023: \$3,225

Administrator's Rec: \$2,593  
Finance Committee Rec: \$2,593  
Council Approved: \$2,593

**Purpose and Justification:** To cover the cost of life insurance for Public Services employees. All DPS employee benefits payments are made directly from this line item, regardless of the fund that employee time is charged to over the course of the year. An equivalent for this benefit-cost allocable to other funds is paid back to the General Fund to 101-000-676, Reimbursements.

Line Item: 101-441-718.000  
Description: Retirement  
Estimated FY 2022-2023: \$115,431

Administrator's Rec: \$121,203  
Finance Committee Rec: \$121,203  
Council Approved: \$121,203

**Purpose and Justification:** To cover the costs of retirement for Public Services employees, budgeted at 30.91% of full-time salaries and overtime. All DPS employee benefits payments are made directly from this line-item, regardless of the fund that employee time is charged to over the course of the year. An equivalent for this benefit-cost allocable to other funds is paid back to the General Fund to 101-000-676, Reimbursements.

<u>Line Item:</u>	<u>101-441-718.001</u>
<u>Description:</u>	<u>Deferred Compensation</u>
<u>Estimated FY 2022-2023:</u>	<u>\$4,500</u>
<u>Administrator's Rec:</u>	<u>\$4,500</u>
<u>Finance Committee Rec:</u>	<u>\$4,500</u>
<u>Council Approved:</u>	<u>\$4,500</u>
<b>Purpose and Justification:</b>	Money paid to employees who do not subscribe to the City's health insurance program. Currently, per the DPS contract, employees who take the payment instead of health/dental insurance receive \$375 per month.
<u>Line Item:</u>	<u>101-441-718.002</u>
<u>Description:</u>	<u>Medical Reimbursement</u>
<u>Estimated FY 2022-2023:</u>	<u>\$4,500</u>
<u>Administrator's Rec:</u>	<u>\$4,500</u>
<u>Finance Committee Rec:</u>	<u>\$4,500</u>
<u>Council Approved:</u>	<u>\$4,500</u>
<b>Purpose and Justification:</b>	To cover the cost associated with the Flexible Spending Account, (1) employee @ \$500 per year- 4 @ \$1,000.
<u>Line Item:</u>	<u>101-441-718.003</u>
<u>Description:</u>	<u>MERS HCSP</u>
<u>Estimated FY 2022-2023:</u>	<u>\$3,000</u>
<u>Administrator's Rec:</u>	<u>\$2,440</u>
<u>Finance Committee Rec:</u>	<u>\$2,440</u>
<u>Council Approved:</u>	<u>\$2,440</u>
<b>Purpose and Justification:</b>	This area pays for the MERS retirement health care savings program. This represents 1% of the DPS wages and employees contribute an equal amount.

Line Item: 101-441-719.000  
Description: Uniform Purchase  
Estimated FY 2022-2023: \$2,000

Administrator's Rec: \$2,300  
Finance Committee Rec: \$2,300  
Council Approved: \$2,300

**Purpose and Justification:** To cover the cost of purchasing uniform/work-related clothing for Public Services employees. This amounts to \$400 per employee per year as provided for in the Union Contract.

Line Item: 101-441-740.000  
Description: Operating Supplies  
Estimated FY 2022-2023: \$15,034

Administrator's Rec: \$15,335  
Finance Committee Rec: \$15,335  
Council Approved: \$15,335

**Purpose and Justification:** To cover the cost of operating supplies. This line item covers purchases of paints, oil, lumber, nuts, bolts, nails, gloves, and other operating supplies for general public services, cemeteries, event support, and other facilities. Parks supplies will be accounted for in that department.

Line Item: 101-441-801.000  
Description: Professional Services  
Estimated FY 2022-2023: \$1,700

Administrator's Rec: \$10,000  
Finance Committee Rec: \$10,000  
Council Approved: \$10,000

**Purpose and Justification:** To cover costs for miscellaneous services needed at the DPW, i.e., inspection of bucket truck, vehicle hoist, etc....

Line Item: 101-441-810-000  
Description: Insurance  
Estimated FY 2022-2023: \$1,000

Administrator's Rec: \$1,292  
Finance Committee Rec: \$1,292  
Council Approved: \$1,292

**Purpose and Justification:** To cover the insurance costs associated with the DPS buildings and small equipment.

Line Item: 101-441-850.000  
Description: Telephone  
Estimated FY 2022-2023: \$4,500

Administrator's Rec: \$5,121  
Finance Committee Rec: \$5,121  
Council Approved: \$5,121

**Purpose and Justification:** To cover the cost of the phone services at the Department of Public Services facilities and the city portion of the cell phones.

Line Item: 101-441-860.000  
Description: Equipment Rental  
Estimated FY 2022-2023: \$84,414

Administrator's Rec: \$86,946  
Finance Committee Rec: \$86,946  
Council Approved: \$86,946

**Purpose and Justification:** To cover the cost of motorized equipment rental for all public services work within the General Fund paid to the Motor Pool.

<u>Line Item:</u>	<u>101-441-864.000</u>
<u>Description:</u>	<u>Conference/Travel</u>
<u>Estimated FY 2022-2023:</u>	<u>\$0</u>
<u>Administrator's Rec:</u>	<u>\$500</u>
<u>Finance Committee Rec:</u>	<u>\$500</u>
<u>Council Approved:</u>	<u>\$500</u>
<b>Purpose and Justification:</b>	To cover the cost of seminars, conferences, and travel for Public Services employees for public works training and certifications.
<u>Line Item:</u>	<u>101-441-927.000</u>
<u>Description:</u>	<u>Utilities</u>
<u>Estimated FY 2022-2023:</u>	<u>\$8,000</u>
<u>Administrator's Rec:</u>	<u>\$6,163</u>
<u>Finance Committee Rec:</u>	<u>\$6,163</u>
<u>Council Approved:</u>	<u>\$6,163</u>
<b>Purpose and Justification:</b>	To cover the utility costs at the Public Services and Cemetery buildings (Natural Gas, Electric, and Water).
<u>Line Item:</u>	<u>101-441-930.000</u>
<u>Description:</u>	<u>Repair and Maintenance</u>
<u>Estimated FY 2022-2023:</u>	<u>\$15,000</u>
<u>Administrator's Rec:</u>	<u>\$15,000</u>
<u>Finance Committee Rec:</u>	<u>\$15,000</u>
<u>Council Approved:</u>	<u>\$15,000</u>
<b>Purpose and Justification:</b>	To cover the cost of repairing and maintaining the following items: <ul style="list-style-type: none"> <li>• Small equipment utilized by the Department of Public Services</li> <li>• General maintenance on the Department of Public Services Buildings</li> <li>• Cemetery buildings and small equipment</li> </ul>

Line Item: 101-441-932.000  
Description: Computer Maintenance  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$2,500  
Finance Committee Rec: \$2,500  
Council Approved: \$2,500

**Purpose and Justification:** To cover the cost of GIS software.

Line Item: 101-441-956.000  
Description: Miscellaneous  
Estimated FY 2022-2023: \$2,500

Administrator's Rec: \$500  
Finance Committee Rec: \$500  
Council Approved: \$500

**Purpose and Justification:** To cover the costs of miscellaneous expenses in relation to the Public Services Department's overall operations, including the cemetery and event support.

Line Item: 101-441-958.000  
Description: Membership  
Estimated FY 2022-2023: \$400

Administrator's Rec: \$400  
Finance Committee Rec: \$400  
Council Approved: \$400

**Purpose and Justification:** To cover membership expenses in public works.

<u>Line Item:</u>	<u>101-441-975.000</u>
<u>Description:</u>	<u>Capital Outlay/Building</u>
<u>Estimated FY 2022-2023:</u>	<u>\$10,000</u>
<u>Administrator's Rec:</u>	<u>\$50,000</u>
<u>Finance Committee Rec:</u>	<u>\$50,000</u>
<u>Council Approved:</u>	<u>\$50,000</u>
<b>Purpose and Justification:</b>	Cover costs associated with engineering/architect for possible building expansion.
<u>Line Item:</u>	<u>101-441-980.000</u>
<u>Description:</u>	<u>Capital Outlay/Miscellaneous</u>
<u>Estimated FY 2022-2023:</u>	<u>\$3,000</u>
<u>Administrator's Rec:</u>	<u>\$3,000</u>
<u>Finance Committee Rec:</u>	<u>\$3,000</u>
<u>Council Approved:</u>	<u>\$3,000</u>
<b>Purpose and Justification:</b>	Purchase small equipment (i.e. chainsaws, weed trimmers, etc.)

CITY OF DEWITT - BUDGET WORKSHEET									
DESCRIPTION	20-21	21-22	2022-2023	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024	
	ACTUAL	ACTUAL	ORIGINAL	AMEND-	AMENDED	ESTIMATED	REQUESTED	APPROVED	
			BUDGET	MENTS	BUDGET	BUDGET	BUDGET	BUDGET	
GENERAL FUND									
PARKS FACILITIES									
101-751-702-001									
SALARY/PART-TIME	\$10,300	\$7,725	\$10,558	\$0	\$10,558	\$10,558	\$10,822	\$10,822	
101-751-715-000									
SOCIAL SECURITY	\$824	\$0	\$845	\$0	\$845	\$845	\$866	\$866	
101-751-740-000									
OPERATING SUPPLIES	\$4,899	\$9,286	\$8,500	\$0	\$8,500	\$8,500	\$8,500	\$8,500	
101-751-801-000									
PROFESSIONAL SERVICES	\$5,640	\$35,429	\$5,000	\$0	\$5,000	\$5,000	\$5,000	\$5,000	
101-751-810-000									
INSURANCE	\$825	\$838	\$1,078	\$0	\$1,078	\$1,250	\$1,100	\$1,100	
101-751-927-000									
UTILITIES	\$7,406	\$10,111	\$6,494	\$0	\$6,494	\$9,000	\$6,624	\$6,624	
101-751-930-000									
REPAIR/MAINTENANCE	\$16,366	\$9,779	\$13,530	\$0	\$13,530	\$13,530	\$13,801	\$13,801	
101-751-974-000									
C.O/MISCELLANEOUS/LD IMP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
101-751-980-000									
CAPITAL OUTLAY-MISC	\$0	\$0	\$260,000	\$0	\$260,000	\$290,000	\$125,000	\$125,000	
TOTAL PARKS FACILITIES	\$46,260	\$73,168	\$306,005	\$0	\$306,005	\$338,683	\$171,712	\$171,713	

**GENERAL FUND**

**Parks Facilities Budget  
Expense Purpose and Justification**

Line Item: 101-751-702.001  
Description: Salary/ Part-Time  
Estimated FY 2022-2023: \$10,558

Administrator's Rec: \$10,822  
Finance Committee Rec: \$10,822  
Council Approved: \$10,822

**Purpose and Justification:** To cover the cost for part-time seasonal employees utilized in the parks system as has been budgeted in the past. This budget contains funding for approximately 550 hours in the park system.

Line Item: 101-751-715.000  
Description: Social Security  
Estimated FY 2022-2023: \$845

Administrator's Rec: \$866  
Finance Committee Rec: \$866  
Council Approved: \$866

**Purpose and Justification:** Social security expense for part-time employees performing park work.

Line Item: 101-751-740.000  
Description: Operating Supplies  
Estimated FY 2022-2023: \$8,500

Administrator's Rec: \$8,500  
Finance Committee Rec: \$8,500  
Council Approved: \$8,500

**Purpose and Justification:** To cover the cost of operating supplies for the park system including:  
\* Porta potties for parks  
\* Restroom supplies  
\* Field chalk and stone dust  
\* Fertilizer and weed control  
\* Other operating supplies

Line Item: 101-751-801.000  
Description: Professional Services  
Estimated FY 2022-2023: \$5,000

Administrator's Rec: \$5,000  
Finance Committee Rec: \$5,000  
Council Approved: \$5,000

**Purpose and Justification:** Professional services that may be needed for work inside parks, i.e. engineering, surveying, etc.

Line Item: 101-751-810.00  
Description: Insurance  
Estimated FY 2022-2023: \$1,250

Administrator's Rec: \$1,100  
Finance Committee Rec: \$1,100  
Council Approved: \$1,100

**Purpose and Justification:** Liability Insurance for the parks system.

Line Item: 101-751-927.000  
Description: Utilities  
Estimated FY 2022-2023: \$9,000

Administrator's Rec: \$6,624  
Finance Committee Rec: \$6,624  
Council Approved: \$6,624

**Purpose and Justification:** To cover the water and electric utility costs associated with the park's system.

Line Item: 101-751-930.000

Description: Repair and Maintenance  
Estimated FY 2022-2023: \$13,530

Administrator's Rec: \$13,801  
Finance Committee Rec: \$13,801  
Council Approved: \$13,801

**Purpose and Justification:** To cover the costs associated with the following:

- Sprinkler system repairs and maintenance
- Misc. paint, electrical, and plumbing repairs

Line Item: 101-751-974.000  
Description: Capital Outlay/Miscellaneous/LD Imp  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** Nothing is anticipated for FY23-24.

Line Item: 101-751-980.000  
Description: Capital Outlay/Miscellaneous  
Estimated FY 2022-2023: \$290,000

Administrator's Rec: \$125,000  
Finance Committee Rec: \$125,000  
Council Approved: \$125,000

**Purpose and Justification:** Funds for playground equipment replacement and LWCF Grant for McGuire Park Grant.

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21	21-22	2022-2023	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024
	ACTUAL	ACTUAL	ORIGINAL	AMEND-	AMENDED	ESTIMATED	REQUESTED	APPROVED
			BUDGET	MENTS	BUDGET	BUDGET	BUDGET	BUDGET
GENERAL FUND								
RECREATION								
101-752-801-000								
PROFESSIONAL SERVICES	\$29,660	\$30,825	\$35,829	\$0	\$35,829	\$34,000	\$36,546	\$36,546
101-752-802-000								
PROJECTS/PROGRAMS	\$195	\$300	\$1,000	\$0	\$1,000	\$1,000	\$1,000	\$1,000
TOTAL RECREATION	\$29,855	\$31,125	\$36,829	\$0	\$36,829	\$35,000	\$37,546	\$37,546

**GENERAL FUND**  
**Recreation Department Budget**  
**Expense Purpose and Justification**

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	101-752-801.000 Professional Services \$34,000
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	\$36,546 \$36,546 \$36,546
<b>Purpose and Justification:</b> -To cover the cost of the annual appropriation to the DeWitt Area Recreation Authority. The City's portion is based on the funding formula.	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	101-752-802-000 Projects and Programs \$1,000
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	\$1,000 \$1,000 \$1,000
<b>Purpose and Justification:</b> To cover expenses associated with projects/programs for miscellaneous programs/ projects.	

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
GENERAL FUND								
SAFETY/TRAINING								
101-296-740-000								
OPERATING SUPPLIES	\$0	\$0	\$400	\$0	\$400	\$0	\$400	\$400
101-296-864-000								
CONFERENCE/TRAVEL	\$0	\$0	\$150	\$0	\$150	\$0	\$150	\$150
101-296-960-000								
TRAINING	\$0	\$0	\$450	\$0	\$450	\$0	\$450	\$450
TOTAL SAFETY/TRAIN	\$0	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$1,000

**GENERAL FUND**  
**Safety and Training Budget**  
**Expense Purpose and Justification**

Line Item: 101-290-740.000  
Description: Operating Supplies  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$400  
Finance Committee Rec: \$400  
Council Approved: \$400

**Purpose and Justification:** To cover the costs associated with operating supplies for safety and training programs for City employees. Funds are expended on items such as training tapes, newsletters, and books.

Line Item: 101-290-864.000  
Description: Conference and Travel  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$150  
Finance Committee Rec: \$150  
Council Approved: \$150

**Purpose and Justification:** To cover the costs of safety workshops and MML seminars.

Line Item: 101-290-960.000  
Description: Training  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$450  
Finance Committee Rec: \$450  
Council Approved: \$450

**Purpose and Justification:** To cover the costs of in-house training programs that the City may sponsor for different City departments.

CITY OF DEWITT - BUDGET WORKSHEET									
DESCRIPTION	20-21	21-22	2022-2023	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024	
	ACTUAL	ACTUAL	ORIGINAL	AMEND-	AMENDED	ESTIMATED	REQUESTED	APPROVED	
GENERAL FUND			BUDGET	MENTS	BUDGET	BUDGET	BUDGET	BUDGET	
RETIREE BENEFITS									
101-238-716-000									
HEALTH INSURANCE	\$28,169	\$25,591	\$31,038	\$0	\$31,038	\$5,000	\$3,129	\$3,129	
101-238-718-000									
RETIREMENT	\$175,000	\$175,000	\$175,000	\$0	\$175,000	\$175,000	\$175,000	\$175,000	
101-238-956-000									
OPEB REPORTING	\$0	\$3,800	\$3,800		\$3,800	\$3,800	\$5,000	\$5,000	
TOTAL RETIREE/BEN	\$203,169	\$204,391	\$209,838	\$0	\$209,838	\$183,800	\$183,129	\$183,129	

**GENERAL FUND**  
**Retiree Benefits**  
**Expense Purpose and Justification**

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	101-238-716.000 Health Insurance-Retiree \$5,000
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	\$3,129 \$3,129 \$3,129
<p><b>Purpose and Justification:</b> To cover the cost of employee health insurance for certain retirees, under the City's personnel policy or retirement agreements, certain employees qualify for City paid health insurance benefits if they retire from the City with at least twenty years of service and are at least sixty years of age.</p>	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	101-238-718.000 Retirement \$175,000
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	\$175,000 \$175,000 \$175,000
<p><b>Purpose and Justification:</b> OPEB contribution of \$25,000 (Healthcare Trust Fund) and \$150,000 to MERS to help with unfunded pension liability.</p>	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	101-238-956.000 OPEB Reporting \$3,800
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	\$5,000 \$5,000 \$5,000
<p><b>Purpose and Justification:</b> Costs associated with the yearly actuarial.</p>	

CITY OF DEWITT - BUDGET WORKSHEET									
DESCRIPTION	20-21	21-22	2022-2023	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024	
	ACTUAL	ACTUAL	ORIGINAL	AMEND-	AMENDED	ESTIMATED	REQUESTED	APPROVED	
MAJOR STREET			BUDGET	MENTS	BUDGET	BUDGET	BUDGET	BUDGET	
TOTAL REVENUES	\$445,197	\$407,316	\$381,600	\$0	\$381,600	\$382,391	\$389,200	\$389,200	
TOTAL EXPENDITURES	\$219,381	\$494,458	\$501,915	\$0	\$501,915	\$492,652	\$186,324	\$186,324	
NET REV/EXP	\$225,816	(\$87,142)	(\$120,315)	\$0	(\$120,315)	(\$110,261)	\$202,876	\$202,876	
BEG. FUND BALANCE	\$153,742	\$379,560	\$292,418	\$0	\$292,418	\$292,418	\$182,157	\$182,157	
END. FUND BALANCE	\$379,560	\$292,418	\$172,103	\$0	\$172,103	\$182,157	\$385,033	\$385,033	

7 OF DEWITT - BUDGET WORKSHEET									
DESCRIPTION	20-21	21-22	2022-2023	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024	
	ACTUAL	ACTUAL	ORIGINAL	AMEND-	AMENDED	ESTIMATED	REQUESTED	APPROVED	
MAJOR STREET			BUDGET	MENTS	BUDGET	BUDGET	BUDGET	BUDGET	
REVENUES									
202-000-576-001									
ACT 82 FUNDS									
202-000-579-000									
GAS & WEIGHT TAX	\$370,151	\$403,582	\$380,000	\$0	\$380,000	\$380,000	\$387,600	\$387,600	
202-000-665-001									
INTEREST/SAVINGS	\$46	\$3,640	\$1,100	\$0	\$1,100	\$2,391	\$1,100	\$1,100	
202-000-665-002									
INT/INVESTMENTS	\$0	\$94	\$500	\$0	\$500	\$0	\$500	\$500	
TOTAL REVENUES	\$445,197	\$407,316	\$381,600	\$0	\$381,600	\$382,391	\$389,200	\$389,200	

**MAJOR STREET FUND**  
Revenue Justification and Explanation

Line Item: 202-000-579.000  
Description: Gas and Weight Tax  
Estimated FY 2022-2023: \$380,000  
  
Administrator's Rec: \$387,600  
Finance Committee Rec: \$387,600  
City Council Approved: \$387,600  
**Purpose and Justification:** Funds received from the State of Michigan under Act 51, Gas and Weight Tax appropriation. Revenues are based on the number of miles of major streets and population.

Line Item: 202-000-665.001  
Description: Interest/Savings  
Estimated FY 2022-2023: \$2,391  
  
Administrator's Rec: \$1,100  
Finance Committee Rec: \$1,100  
City Council Approved: \$1,100  
**Purpose and Justification:** Funds are received from the interest derived from savings account balances.

Line Item: 202-000-665.002  
Description: Interest/Investments  
Estimated FY 2022-2023: \$0  
  
Administrator's Rec: \$500  
Finance Committee Rec: \$500  
City Council Approved: \$500  
**Purpose and Justification:** Funds are received from the interest derived from investments.

CITY OF DEWITT - BUDGET WORKSHEET									
DESCRIPTION	20-21	21-22	2022-2023	2022-2023	AMEND- MENTS	2022-2023	2022-2023	2022-2023	2023-2024
	ACTUAL	ACTUAL							
MAJOR STREET			BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
EXPENDITURES									
202-000-703-001									
SALARIES/ROUTINE	\$13,080	\$8,992	\$5,974	\$0	\$5,974	\$5,974	\$10,000	\$6,093	\$6,093
202-000-703-002									
SALARIES/TRAFFIC	\$385	\$354	\$5,974	\$0	\$5,974	\$5,974	\$5,974	\$6,093	\$6,093
202-000-703-003									
SALARIES/SNOW-ICE	\$8,313	\$10,449	\$8,368	\$0	\$8,368	\$8,368	\$4,768	\$8,535	\$8,535
202-000-714-001									
FRINGES/ROUTINE	\$7,848	\$5,395	\$3,584	\$0	\$3,584	\$3,584	\$2,861	\$3,656	\$3,656
202-000-714-002									
FRINGES/TRAFFIC	\$231	\$212	\$3,584	\$0	\$3,584	\$3,584	\$3,584	\$3,656	\$3,656
202-000-714-003									
FRINGES/SNOW-ICE	\$4,988	\$6,270	\$5,021	\$0	\$5,021	\$5,021	\$2,861	\$5,121	\$5,121
202-000-740-001									
OPER.SUP/ROUTINE	\$0	\$280	\$1,231	\$0	\$1,231	\$1,231	\$333	\$1,256	\$1,256
202-000-740-002									
OPER.SUP/TRAFFIC	\$3,223	\$8,486	\$1,846	\$0	\$1,846	\$1,846	\$6,542	\$1,883	\$1,883
202-000-740-003									
OPER.SUP/SNOW-ICE	\$6,024	\$12,191	\$15,228	\$0	\$15,228	\$15,228	\$6,317	\$15,533	\$15,533
202-000-801-000									
PROF SERVICE	\$10,470	\$1,628	\$20,000	\$0	\$20,000	\$20,000	\$20,000	\$0	\$0
202-000-806-000									
AUDIT	\$581	\$599	\$605	\$0	\$605	\$605	\$605	\$611	\$611
202-000-808-000									
CONSTRUCTION	\$62,890	\$330,154	\$225,000	\$0	\$225,000	\$225,000	\$225,000	\$0	\$0
202-000-931-001									
REPAIR-MAINT/ROUTINE	\$3,434	\$8,677	\$35,000	\$0	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
202-000-941-001									
EQUIP-RENTAL/ROUTINE	\$15,367	\$8,766	\$9,141	\$0	\$9,141	\$9,000	\$9,000	\$9,324	\$9,324
202-000-941-002									
EQUIP-RENTAL/TRAFFIC	\$1,905	\$25	\$5,875	\$0	\$5,875	\$1,000	\$1,000	\$5,993	\$5,993
202-000-941-003									
EQUIP-RENTAL/SNOW-ICE	\$12,502	\$15,630	\$13,059	\$0	\$13,059	\$8,734	\$8,734	\$13,320	\$13,320
202-000-956-000									
MISCELLANEOUS	\$636	\$382	\$250	\$0	\$250	\$4,741	\$250	\$250	\$250
202-000-991-000									
PRINC/BONDS	\$40,000	\$40,000	\$40,000	\$0	\$40,000	\$45,000	\$0	\$0	\$0
202-000-995-000									
INT/BONDS	\$2,503	\$968	\$2,175	\$0	\$2,175	\$333	\$0	\$0	\$0
202-000-996-000									
TRANSFER OUT	\$25,000	\$35,000	\$100,000	\$0	\$100,000	\$100,000	\$100,000	\$70,000	\$70,000
TOTAL EXPENDITURES	\$219,381	\$494,458	\$501,915	\$0	\$501,915	\$492,652	\$186,324	\$186,324	\$186,324

# **MAJOR STREET FUND EXPENDITURES** **Expense Purpose and Justification**

Line Item: 202-000-703.001  
Description: ROUTINE - Salaries  
Estimated FY 2022-2023: \$10,000  
  
Administrator's Rec: \$6,093  
Finance Committee Rec: \$6,093  
Council Approved: \$6,093  
**Purpose and Justification:** To cover the cost of wages of Public Services employees in conducting routine maintenance on City's major streets. Routine maintenance includes pothole patching, sweeping, etc.

Line Item: 202-000-703.002  
Description: TRAFFIC - Salaries  
Estimated FY 2022-2023: \$5,974  
  
Administrator's Rec: \$6,093  
Finance Committee Rec: \$6,093  
Council Approved: \$6,093  
**Purpose and Justification:** To cover the cost of wages of Public Services employees in conducting traffic-related work on the City's major streets. Traffic salaries are used to fund wages for completing projects such as street sign replacement, work on the downtown traffic light, striping streets, etc.

Line Item: 202-000-703.003  
Description: SNOW-ICE - Salaries  
Estimated FY 2022-2023: \$4,768  
  
Administrator's Rec: \$8,535  
Finance Committee Rec: \$8,535  
Council Approved: \$8,535  
**Purpose and Justification:** To cover the cost of wages of Public Services employees in plowing the City's major streets.

Line Item: 202-000-714.001  
Description: ROUTINE - Fringes  
Estimated FY 2022-2023: \$2,861  
  
Administrator's Rec: \$3,656  
Finance Committee Rec: \$3,656  
Council Approved: \$3,656  
**Purpose and Justification:** To cover the cost of fringes for wages spent on Routine Maintenance which is sixty (60%) percent of wages. Covers health insurance, life insurance, retirement, and sick time payout costs.

Line Item: 202-000-714.002  
Description: TRAFFIC - Fringes  
Estimated FY 2022-2023: \$3,584  
  
Administrator's Rec: \$3,656  
Finance Committee Rec: \$3,656  
Council Approved: \$3,656  
**Purpose and Justification:** To cover the cost of fringes for wages spent on Traffic Maintenance which is sixty (60%) percent of wages. Covers health insurance, life insurance, retirement, and sick time payout costs.

Line Item: 202-000-714.003  
Description: SNOW ICE - Fringes  
Estimated FY 2022-2023: \$2,861  
  
Administrator's Rec: \$5,121  
Finance Committee Rec: \$5,121  
Council Approved: \$5,121  
**Purpose and Justification:** To cover the cost of fringes for wages spent on Snow and Ice Removal which is sixty (60%) percent of wages. Covers health insurance, life insurance, retirement, and sick time payout costs.

Line Item: 202-000-740.001  
Description: ROUTINE - Operating Supplies  
Estimated FY 2022-2023: \$333

Administrator's Rec: \$1,256  
Finance Committee Rec: \$1,256  
Council Approved: \$1,256

**Purpose and Justification:** To cover the cost of buying operating supplies to complete routine maintenance work on City streets. This includes a cold patch, castings, and cement for curb and gutter repairs and other street maintenance-related items.

Line Item: 202-000-740.002  
Description: TRAFFIC - Operating Supplies  
Estimated FY 2022-2023: \$6,542

Administrator's Rec: \$1,883  
Finance Committee Rec: \$1,883  
Council Approved: \$1,883

**Purpose and Justification:** To cover the cost of buying operating supplies to complete repairs/improvements to the City's traffic sign system.

Line Item: 202-000-740.003  
Description: SNOW/ICE - Operating Supplies  
Estimated FY 2022-2023: \$6,317

Administrator's Rec: \$15,533  
Finance Committee Rec: \$15,533  
Council Approved: \$15,533

**Purpose and Justification:** This money is used to purchase salt for salting City streets. This is an estimate, as the City purchases salt through the MIDeal Program, and the bid for FY 22-23 is not released until May 2023.

Line Item: 202-000-801.000  
Description: PROFESSIONAL SERVICES  
Estimated FY 2022-2023: \$20,000

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** Professional Services expenses that are anticipated to be incurred during this fiscal year for engineering design on the Herbison Road Bike Path and Main Street reconstruction.

Line Item: 202-000-806.000  
Description: AUDIT  
Estimated FY 2022-2023: \$605

Administrator's Rec: \$611  
Finance Committee Rec: \$611  
Council Approved: \$611

**Purpose and Justification:** To cover the Major Street Fund's portion of the City's annual audit.

Line Item: 202-000-808.000  
Description: CONSTRUCTION  
Estimated FY 2022-2023: \$225,000

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** Construction costs associated with street projects identified in the five-year TIP.

Line Item: 202-000-931.001  
Description: ROUTINE - Repair and Maintenance  
Estimated FY 2022-2023: \$35,000

Administrator's Rec: \$35,000  
Finance Committee Rec: \$35,000  
Council Approved: \$35,000

**Purpose and Justification:** To cover costs associated with routine repair and maintenance activities on the major street system for pothole hot patching, smear patching, and crack filling. As the streets age, more routine maintenance is required.

Line Item: 202-000-931.002  
Description: TRAFFIC - Repair and Maintenance  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** To cover costs associated with traffic repair and maintenance activities on the major street system for pothole hot patching, smear patching, and crack filling. As the streets age, more routine maintenance is required.

Line Item: 202-000-941.001  
Description: ROUTINE - Equipment Rental  
Estimated FY 2022-2023: \$9,000

Administrator's Rec: \$9,324  
Finance Committee Rec: \$9,324  
Council Approved: \$9,324

**Purpose and Justification:** To cover the cost of equipment rental for routine maintenance on major streets. Most of this money is spent to pay equipment rental to Motor Pool for use of the street sweeper.

Line Item: 202-000-941.002  
Description: TRAFFIC - Equipment Rental  
Estimated FY 2022-2023: \$1,000  
  
Administrator's Rec: \$5,993  
Finance Committee Rec: \$5,993  
Council Approved: \$5,993  
**Purpose and Justification:** To cover the cost of equipment rental for operating the City's street sign system and street painting.  
 The pricing for equipment rental is based on a schedule supplied by MDOT and shall be used for Act 51 reporting.

Line Item: 202-000-941.003  
Description: SNOW/ICE - Equipment Rental  
Estimated FY 2022-2023: \$8,734  
  
Administrator's Rec: \$13,320  
Finance Committee Rec: \$13,320  
Council Approved: \$13,320  
**Purpose and Justification:** To cover the costs of equipment rental to conduct winter snowplowing on City's major streets. The pricing for equipment rental is based on a schedule supplied by MDOT and shall be used for Act 51 reporting.

Line Item: 202-000-956.000  
Description: Miscellaneous  
Estimated FY 2022-2023: \$4,741  
  
Administrator's Rec: \$250  
Finance Committee Rec: \$250  
Council Approved: \$250  
**Purpose and Justification:** To cover the miscellaneous expenses that may be incurred by the Major Street Fund not otherwise accounted for in other line items.

Line Item: 202-000-991.000  
Description: Principal on Bonds  
Estimated FY 2022-2023: \$45,000

Administrator's Rec.: \$0  
Finance Committee Rec.: \$0  
Council Approved: \$0

**Purpose and Justification:** Wilson Street Bond was paid in full October 2022.

Line Item: 202-000-994.000  
Description: Paying Agent Fees  
Estimated FY 2022-2023: \$0

Administrator's Rec.: \$0  
Finance Committee Rec.: \$0  
Council Approved: \$0

**Purpose and Justification:** No expenses are planned in FY 2023-2024.

Line Item: 202-000-996.000  
Description: Transfer Out  
Estimated FY 2022-2023: \$100,000

Administrator's Rec.: \$70,000  
Finance Committee Rec.: \$70,000  
Council Approved: \$70,000

**Purpose and Justification:** Funds transferred to Local Streets for resurfacing projects.

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
LOCAL STREET								
REVENUES								
203-000-539-000								
STATE GRANTS								
	\$113,526	\$0	\$0					
203-000-576-001								
ACT 82 FUNDS	\$0	\$0	\$0					
203-000-579-000								
GAS & WEIGHT TAX	\$152,304	\$178,817	\$155,000	\$0	\$155,000	\$155,000	\$180,000	\$180,000
203-000-665-001								
INTEREST/SAVINGS	\$33	\$73	\$400	\$0	\$400	\$1,338	\$400	\$400
203-000-665-002								
INTEREST/INVEST	\$0	\$0	\$2,100	\$0	\$2,100	\$0	\$2,100	\$2,100
203-000-695-000								
TRANSFER IN	\$125,000	\$110,000	\$175,000	\$0	\$175,000	\$175,000	\$175,000	\$175,000
TOTAL REVENUES	\$390,862	\$288,890	\$332,500	\$0	\$332,500	\$331,338	\$357,500	\$357,500

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
<b>LOCAL STREET</b>								
<b>EXPENDITURES</b>								
<b>203-000-703-001</b>								
SALARIES/ROUTINE	\$7,344	\$23,059	\$9,560	\$0	\$9,560	\$7,000	\$9,560	\$9,560
<b>203-000-703-002</b>								
SALARIES/TRAFFIC	\$220	\$2,188	\$2,390	\$0	\$2,390	\$1,000	\$2,390	\$2,390
<b>203-000-703-003</b>								
SALARIES/SNOW-ICE	\$8,760	\$9,256	\$8,368	\$0	\$8,368	\$5,160	\$8,368	\$8,368
<b>203-000-714-001</b>								
FRINGES/ROUTINE	\$4,538	\$13,836	\$5,736	\$0	\$5,736	\$4,000	\$5,736	\$5,736
<b>203-000-714-002</b>								
FRINGES/TRAFFIC	\$0	\$1,313	\$1,434	\$0	\$1,434	\$500	\$1,434	\$1,434
<b>203-000-714-003</b>								
FRINGES/SNOW-ICE	\$5,256	\$5,554	\$5,021	\$0	\$5,021	\$3,096	\$5,021	\$5,021
<b>203-000-740-001</b>								
OPER.SUP/ROUTINE	\$95	\$3,688	\$1,697	\$0	\$1,697	\$2,000	\$1,697	\$1,697
<b>203-000-740-002</b>								
OPER.SUP/TRAFFIC	\$0	\$1,141	\$3,918	\$0	\$3,918	\$600	\$3,918	\$3,918
<b>203-000-740-003</b>								
OPER.SUP/SNOW-ICE	\$8,730	\$7,029	\$15,228	\$0	\$15,228	\$9,573	\$15,228	\$15,228
<b>203-000-801-000</b>								
PROF SERVICES	\$47,217	\$27,435	\$25,000	\$0	\$25,000	\$45,098	\$25,000	\$25,000
<b>203-000-806-000</b>								
AUDIT SERVICE	\$615	\$640	\$653	\$0	\$653	\$653	\$653	\$653
<b>203-000-931-001</b>								
REPAIR-MAINT/ROUT	\$227,841	\$247,977	\$230,000	\$0	\$230,000	\$230,000	\$248,000	\$248,000
<b>203-000-941-001</b>								
EQUIP-RENTAL/ROUT	\$11,884	\$11,768	\$11,753	\$0	\$11,753	\$6,000	\$11,753	\$11,753
<b>203-000-941-002</b>								
EQUIP-RENTAL/TRAFFIC	\$196	\$255	\$5,224	\$0	\$5,224	\$1,000	\$5,224	\$5,224
<b>203-000-941-003</b>								
EQUIP-RENTAL/SNO-ICE	\$14,183	\$13,726	\$13,059	\$0	\$13,059	\$5,598	\$13,059	\$13,059
<b>203-000-956-000</b>								
MISCELLANEOUS	\$105	\$18,347	\$125	\$0	\$125	\$125	\$125	\$125
<b>TOTAL EXPENDITURES</b>	<b>\$336,983</b>	<b>\$387,211</b>	<b>\$339,166</b>	<b>\$0</b>	<b>\$339,165</b>	<b>\$321,404</b>	<b>\$357,166</b>	<b>\$357,166</b>

CITY OF DEWITT - BUDGET WORKSHEET									
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET	
<b>LOCAL STREET</b>									
<b>TOTAL REVENUES</b>	\$390,862	\$288,890	\$332,500	\$0	\$332,500	\$331,338	\$357,500	\$357,500	
<b>TOTAL EXPENDITURES</b>	\$336,983	\$387,211	\$339,166	\$0	\$339,165	\$321,404	\$357,166	\$357,166	
<b>NET REV/EXP</b>	\$53,879	(\$98,321)	(\$6,666)	\$0	(\$6,665)	\$9,934	\$334	\$334	
<b>BEG FUND BALANCE</b>	\$241,698	\$295,578	\$197,256	\$0	\$197,256	\$197,256	\$207,190	\$207,190	
<b>END FUND BALANCE</b>	<b>\$295,578</b>	<b>\$197,256</b>	<b>\$190,590</b>	<b>\$0</b>	<b>\$190,591</b>	<b>\$207,190</b>	<b>\$207,524</b>	<b>\$207,524</b>	

# **LOCAL STREET FUND** **Revenue Justification and Explanation**

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	203-000-579.000 Gas and Weight Tax \$155,000
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>City Council Approved:</u>	\$180,000 \$180,000 \$180,000
<b>Purpose and Justification:</b> Funds received are from the State of Michigan according to Act 51, Gas and Weight Tax appropriation. Revenues are based on the number of miles of local streets the City has as part of its street system, approximately 16 street miles.	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	203-000-645.000 Miscellaneous \$0
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>City Council Approved:</u>	\$0 \$0 \$0
<b>Purpose and Justification:</b> Funds are received from unanticipated sources on an annual basis.	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	203-000-655.001 Interest/Savings \$1,338
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>City Council Approved:</u>	\$400 \$400 \$400
<b>Purpose and Justification:</b> Funds are received from the interest derived from savings account balances.	

Line Item: 203-000-665.002  
Description: Interest/Investments  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$2,100  
Finance Committee Rec: \$2,100  
City Council Approved: \$2,100

**Purpose and Justification:** Funds are received from the interest derived from investments.

Line Item: 203-000-695.000  
Description: Transfer In  
Estimated FY 2022-2023: \$175,000

Administrator's Rec: \$175,000  
Finance Committee Rec: \$175,000  
City Council Approved: \$175,000

**Purpose and Justification:** Funds were transferred from the General Fund (\$75,000) and the Major Street Fund (\$100,000) to the Local Street Fund to assist with funding street improvements.

**LOCAL STREET FUND**  
**Expense Purpose and Justification**

<u>Line Item:</u>	<u>203-000-703.001</u>
<u>Description:</u>	<u>ROUTINE - Salaries</u>
<u>Estimated FY 2022-2023:</u>	<u>\$7,000</u>
<u>Administrator's Rec:</u>	<u>\$9,560</u>
<u>Finance Committee Rec:</u>	<u>\$9,560</u>
<u>Council Approved:</u>	<u>\$9,560</u>
<b>Purpose and Justification:</b>	To cover the cost of wages of Public Services Employees in conducting routine maintenance on City local streets.
<u>Line Item:</u>	<u>203-000-703.002</u>
<u>Description:</u>	<u>TRAFFIC - Salaries</u>
<u>Estimated FY 2022-2023:</u>	<u>\$1,000</u>
<u>Administrator's Rec:</u>	<u>\$2,390</u>
<u>Finance Committee Rec:</u>	<u>\$2,390</u>
<u>Council Approved:</u>	<u>\$2,390</u>
<b>Purpose and Justification:</b>	To cover the cost of wages of Public Services Employees in conducting traffic-related work on City local streets. Traffic salaries are used to fund wages for completing projects such as street sign replacement, striping streets, etc.
<u>Line Item:</u>	<u>203-000-703.003</u>
<u>Description:</u>	<u>SNOW-ICE - Salaries</u>
<u>Estimated FY 2022-2023:</u>	<u>\$5,160</u>
<u>Administrator's Rec:</u>	<u>\$8,368</u>
<u>Finance Committee Rec:</u>	<u>\$8,368</u>
<u>Council Approved:</u>	<u>\$8,368</u>
<b>Purpose and Justification:</b>	To cover the cost of wages of Public Services employees in plowing City local streets.

Line Item: 203-000-714.001  
Description: ROUTINE - Fringes  
Estimated FY 2022-2023: \$4,000

Administrator's Rec: \$5,736  
Finance Committee Rec: \$5,736  
Council Approved: \$5,736

**Purpose and Justification:** To cover the cost of fringes for wages spent on Routine Maintenance which is sixty (60%) percent of wages. Covers health insurance, life insurance, retirement, and sick time payout costs.

Line Item: 203-000-714.002  
Description: TRAFFIC - Fringes  
Estimated FY 2022-2023: \$500

Administrator's Rec: \$1,434  
Finance Committee Rec: \$1,434  
Council Approved: \$1,434

**Purpose and Justification:** To cover the cost of fringes for wages spent on Traffic which is sixty (60%) percent of wages. Covers health insurance, life insurance, retirement, and sick time payout costs.

Line Item: 203-000-714.003  
Description: SNOW ICE - Fringes  
Estimated FY 2022-2023: \$3,096

Administrator's Rec: \$5,021  
Finance Committee Rec: \$5,021  
Council Approved: \$5,021

**Purpose and Justification:** To cover the cost of fringes for wages spent on Snow and Ice Maintenance which is sixty (60%) percent of wages. Covers health insurance, life insurance, retirement, and sick time payout costs.

<u>Line Item:</u>	203-000-740.001
<u>Description:</u>	<u>ROUTINE - Operating Supplies</u>
<u>Estimated FY 2022-2023:</u>	\$2,000
<u>Administrator's Rec:</u>	\$1,697
<u>Finance Committee Rec:</u>	\$1,697
<u>Council Approved:</u>	\$1,697
<b>Purpose and Justification:</b>	To cover the cost of buying operating supplies to complete routine maintenance work on City streets.
	This includes a cold patch, hot patch, castings, and cement for curb and gutter repairs.

<u>Line Item:</u>	203-000-740.002
<u>Description:</u>	<u>TRAFFIC - Operating Supplies</u>
<u>Estimated FY 2022-2023:</u>	\$600
<u>Administrator's Rec:</u>	\$3,918
<u>Finance Committee Rec:</u>	\$3,918
<u>Council Approved:</u>	\$3,918
<b>Purpose and Justification:</b>	To cover the cost of buying operating supplies to complete repairs/maintenance to the City's traffic sign system.

<u>Line Item:</u>	203-000-740.003
<u>Description:</u>	<u>SNOW ICE - Operating Supplies</u>
<u>Estimated FY 2022-2023:</u>	\$9,573
<u>Administrator's Rec:</u>	\$15,228
<u>Finance Committee Rec:</u>	\$15,228
<u>Council Approved:</u>	\$15,228
<b>Purpose and Justification:</b>	This money is used to purchase salt for salting City streets through the MIDeal program and is an estimate. The State bid for 2023-24 does not get released until May 2023.

<u>Line Item:</u>	203-000-801.000
<u>Description:</u>	PROFESSIONAL SERVICES
<u>Estimated FY 2022-2023:</u>	\$45,098
<u>Administrator's Rec:</u>	\$25,000
<u>Finance Committee Rec:</u>	\$25,000
<u>Council Approved:</u>	\$25,000
<b><u>Purpose and Justification:</u></b>	To cover the cost of design and construction engineering for resurfacing projects to be funded during FY 2023-24.
<u>Line Item:</u>	203-000-806.000
<u>Description:</u>	AUDIT SERVICE
<u>Estimated FY 2022-2023:</u>	\$653
<u>Administrator's Rec:</u>	\$653
<u>Finance Committee Rec:</u>	\$653
<u>Council Approved:</u>	\$653
<b><u>Purpose and Justification:</u></b>	To cover the cost of the Local Street Fund's portion of the annual fiscal year audit.
<u>Line Item:</u>	203-000-931.001
<u>Description:</u>	ROUTINE - Repair and Maintenance
<u>Estimated FY 2022-2023:</u>	\$230,000
<u>Administrator's Rec:</u>	\$248,000
<u>Finance Committee Rec:</u>	\$248,000
<u>Council Approved:</u>	\$248,000
<b><u>Purpose and Justification:</u></b>	To cover the cost of heavy maintenance (repaving, crack-filling, hot-patch repairs) for local streets with poor PASER ratings. (See TIP map).

Line Item: 203-000-941.001  
Description: ROUTINE - Equipment Rental  
Estimated FY 2022-2023: \$6,000  
  
Administrator's Rec: \$11,753  
Finance Committee Rec: \$11,753  
Council Approved: \$11,753  
**Purpose and Justification:** To cover the cost of equipment rental for routine maintenance on local streets. Most of the money is spent to pay rent on the use of the street sweeper, under the MDOT schedule and Public Act 51.

Line Item: 203-000-941.002  
Description: TRAFFIC - Equipment Rental  
Estimated FY 2022-2023: \$1,000  
  
Administrator's Rec: \$5,224  
Finance Committee Rec: \$5,224  
Council Approved: \$5,224  
**Purpose and Justification:** To cover the cost of equipment rental for operating the City's street sign system, under the MDOT schedule and Public Act 51.

Line Item: 203-000-941.003  
Description: SNOW - ICE - Equipment Rental  
Estimated FY 2022-2023: \$5,598  
  
Administrator's Rec: \$13,059  
Finance Committee Rec: \$13,059  
Council Approved: \$13,059  
**Purpose and Justification:** To cover the costs of equipment rental to conduct winter snowplowing on City's local streets, under the MDOT schedule and Public Act 51.

<u>Line Item:</u>	203-000-956.000
<u>Description:</u>	Miscellaneous
<u>Estimated FY 2022-2023:</u>	\$125
<u>Administrator's Rec:</u>	\$125
<u>Finance Committee Rec:</u>	\$125
<u>Council Approved:</u>	\$125

**Purpose and Justification:** To cover the miscellaneous expenses that may be incurred by the Local Street Fund not otherwise accounted for in other line items.

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
WATER/SEWER								
TOTAL REVENUES	\$788,166	\$608,589	\$738,256	\$0	\$738,256	\$824,398	\$751,617	\$751,617
TOTAL EXPENDITURES	\$838,168	\$868,617	\$744,108	\$0	\$744,108	\$758,961	\$1,485,055	\$1,485,055
NET REV/EXP	(\$50,002)	(\$260,028)	(\$5,852)	\$0	(\$5,852)	\$65,438	(\$733,438)	(\$733,438)
BEG RET. EARNINGS	\$3,818,969	\$3,768,966	\$3,508,941	\$0	\$3,508,941	\$3,508,941	\$3,574,378	\$3,574,378
END RET. EARNINGS	\$3,768,966	\$3,508,941	\$3,503,089	\$0	\$3,503,089	\$3,574,378	\$2,840,940	\$2,840,940

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
WATER/SEWER								
REVENUES								
592-000-613-001 HOOK UP/SEWER	\$51,800	\$33,300	\$37,000	\$0	\$37,000	\$25,900	\$37,000	\$37,000
592-000-615-000 CAPITAL BENEFITS	\$0	\$0	\$5,000	\$0	\$5,000	\$41,681	\$5,000	\$5,000
592-000-626-003 UTILITY BILLS/S	\$639,730	\$654,937	\$668,036	\$0	\$668,036	\$652,524	\$681,397	\$681,397
592-000-645-000 MISCELLANEOUS	\$7,665	\$2,959	\$2,000	\$0	\$2,000	\$5,356	\$2,000	\$2,000
590-000-665-001 INTEREST/SAVINGS	\$30	\$246	\$200	\$0	\$200	\$4,280	\$200	\$200
592-000-665-002 INT/INVESTMENTS	\$6,505	(\$87,001)	\$20,000	\$0	\$20,000	\$90,689	\$20,000	\$20,000
592-000-665-003 INTEREST/S-A	\$44	\$35	\$1,000	\$0	\$1,000	\$20	\$1,000	\$1,000
592-000-665-011 INT/SAVINGS-SPR	\$7	\$12	\$20	\$0	\$20	\$345	\$20	\$20
592-000-665-022 INT/INVEST-SPR	\$2,519	(\$654)	\$5,000	\$0	\$5,000	\$3,270	\$5,000	\$5,000
592-000-665-030 INCOME SCCMUA	\$82,621	\$4,757	\$0	\$0	\$0	\$0	\$0	\$0
592-000-672-000 PRINC/S-A	(\$2,756)	\$0	\$0	\$0	\$0	\$334	\$0	\$0
TOTAL REVENUES	\$788,166	\$608,589	\$738,256	\$0	\$738,256	\$824,398	\$751,617	\$751,617

**ENTERPRISE FUND**  
**Water and Sewer Fund**  
**Revenue Justification and Explanation**

Line Item: 592-000-539-000  
Description: State Energy Grant  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
City Council Approved: \$0

**Purpose and Justification:**

Line Item: 592-000-613.001  
Description: Hook-up Fees Sewer  
Estimated FY 2022-2023: \$25,900

Administrator's Rec: \$37,000  
Finance Committee Rec: \$37,000  
City Council Approved: \$37,000

**Purpose and Justification:** Funds are derived through connection fees to the City's sewer system.

Line Item: 592-000-615.000  
Description: Capital Benefits  
Estimated FY 2022-2023: \$41,681

Administrator's Rec: \$5,000  
Finance Committee Rec: \$5,000  
City Council Approved: \$5,000

**Purpose and Justification:** Funds are derived from payments for Capital Benefit fees for connecting to the City's water system. This only applies to certain areas of the City.

Line Item: 592-000-626.003  
Description: Utility Bills/Sewer  
Estimated FY 2022-2023: \$652,524

Administrator's Rec: \$681,397  
Finance Committee Rec: \$681,397  
City Council Approved: \$681,397

**Purpose and Justification:** Funds are derived through quarterly sewer bills with the quarterly sanitary sewer rate proposed to be \$72.54 per REU, a 2% increase over 2022-2023. Revenues are based on an estimated 2,200 (2,268 in FY22-23) residential equivalent units billed quarterly.

Line Item: 592-000-645.000  
Description: Miscellaneous Revenue  
Estimated FY 2022-2023: \$5,356

Administrator's Rec: \$2,000  
Finance Committee Rec: \$2,000  
City Council Approved: \$2,000

**Purpose and Justification:** Funds are derived from miscellaneous sources throughout the Fiscal Year.

Line Item: 592-000-665.001  
Description: Interest/Savings  
Estimated FY 2022-2023: \$4,280

Administrator's Rec: \$200  
Finance Committee Rec: \$200  
City Council Approved: \$200

**Purpose and Justification:** Funds are received from the interest derived from savings account balances.

Line Item: 592-000-665.002  
Description: Interest/Investments  
Estimated FY 2022-2023: \$90,689

Administrator's Rec: \$20,000  
Finance Committee Rec: \$20,000  
City Council Approved: \$20,000

**Purpose and Justification:** Funds are received from the interest derived from investments.

Line Item: 592-000-665.003  
Description: Interest - Special Assessments  
Estimated FY 2022-2023: \$20

Administrator's Rec: \$1,000  
Finance Committee Rec: \$1,000  
City Council Approved: \$1,000

**Purpose and Justification:** Funds are derived from the interest paid to the City for outstanding special assessments.

Line Item: 592-000-665.011  
Description: Interest - Savings - Sewer Plant Replacement Fund  
Estimated FY 2022-2023: \$345

Administrator's Rec: \$20  
Finance Committee Rec: \$20  
City Council Approved: \$20

**Purpose and Justification:** Funds are derived from interest on bank savings held by the Sewer Plant Replacement Fund.

Line Item: 592-000-665.022  
Description: Interest - Investments - Sewer Plant Replacement Fund  
Estimated FY 2022-2023: \$3,270

Administrator's Rec: \$5,000  
Finance Committee Rec: \$5,000  
City Council Approved: \$5,000

**Purpose and Justification:** Funds are derived from interest on investments held by the Sewer Plant Replacement Fund.

<u>Line Item:</u>	<u>592-000-665.030</u>
<u>Description:</u>	<u>Income- SCCMUA</u>
<u>Estimated FY 2022-2023:</u>	<u>\$0</u>
<u>Administrator's Rec:</u>	<u>\$0</u>
<u>Finance Committee Rec:</u>	<u>\$0</u>
<u>City Council Approved:</u>	<u>\$0</u>
<b>Purpose and Justification:</b>	Nothing is anticipated for FY23-24.
<u>Line Item:</u>	<u>592-000-672.000</u>
<u>Description:</u>	<u>Special Assessments - Principal</u>
<u>Estimated FY 2022-2023:</u>	<u>\$334</u>
<u>Administrator's Rec:</u>	<u>\$0</u>
<u>Finance Committee Rec:</u>	<u>\$0</u>
<u>City Council Approved:</u>	<u>\$0</u>
<b>Purpose and Justification:</b>	Nothing is anticipated for FY23-24.
<u>Line Item:</u>	<u>592-000-695.000</u>
<u>Description:</u>	<u>Transfer In</u>
<u>Estimated FY 2022-2023:</u>	<u>\$0</u>
<u>Administrator's Rec:</u>	<u>\$0</u>
<u>Finance Committee Rec:</u>	<u>\$0</u>
<u>City Council Approved:</u>	<u>\$0</u>
<b>Purpose and Justification:</b>	Nothing is anticipated for FY23-24.

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
WATER/SEWER								
EXPENDITURES								
592-000-702-000								
SALARY	\$68,858	\$70,235	\$71,640	\$0	\$71,640	\$71,640	\$73,073	\$73,073
592-000-714-000								
FRINGES	\$41,315	\$42,141	\$42,984	\$0	\$42,984	\$42,984	\$43,844	\$43,844
592-000-715-000								
SOCIAL SECURITY	\$5,509	\$5,619	\$5,731	\$0	\$5,731	\$5,731	\$5,846	\$5,846
592-000-740-000								
OPERATING SUPPLIES	\$7,314	\$4,705	\$6,515	\$0	\$6,515	\$8,641	\$6,515	\$6,515
592-000-801-000								
PROF SERVICES	\$2,997	\$3,180	\$10,000	\$0	\$10,000	\$2,065	\$15,000	\$15,000
592-000-804-000								
SCCMUA/SEWER	\$390,419	\$417,774	\$383,661	\$0	\$383,661	\$383,661	\$393,253	\$393,253
592-000-806-000								
AUDIT SERVICE	\$5,817	\$4,913	\$4,913	\$0	\$4,913	\$4,913	\$5,011	\$5,011
592-000-831-001								
DEPR/WATER	\$153,916	\$154,063	\$0	\$0	\$0	\$0	\$0	\$0
592-000-930-000								
REPAIR/MAINT.	\$28,163	\$1,113	\$79,000	\$0	\$79,000	\$79,000	\$25,000	\$25,000
592-000-932-000								
COMPUTER/MAINT	\$11,525	\$13,187	\$5,000	\$0	\$5,000	\$13,648	\$5,000	\$5,000
592-000-941-000								
EQUIP RENTAL	\$48,381	\$49,832	\$49,832	\$0	\$49,832	\$49,832	\$51,327	\$51,327
592-000-942-000								
HYDRANT RENTAL	\$59,129	\$59,165	\$67,757	\$0	\$67,757	\$67,757	\$69,112	\$69,112
592-000-956-000								
MISCELLANEOUS	\$14,826	\$13,556	\$325	\$0	\$325	\$12,339	\$325	\$325
592-000-976-000								
CAP OUTLAY/WATER	\$0	\$0	\$1,750	\$0	\$1,750	\$1,750	\$1,750	\$1,750
592-000-977-000								
CAP OUTLAY/SEWER	\$0	\$29,135	\$15,000	\$0	\$15,000	\$15,000	\$790,000	\$790,000
TOTAL EXPENDITURES	\$838,168	\$868,617	\$744,108	\$0	\$744,108	\$758,961	\$1,485,055	\$1,485,055

**ENTERPRISE FUND**  
**Water and Sewer Fund**  
**Expense Purpose and Justification**

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>592-000-702.000</u> <u>Salaries</u> <u>\$71,640</u>
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	<u>\$73,073</u> <u>\$73,073</u> <u>\$73,073</u>

**Purpose and Justification:** To cover the salary of the Administrative Assistant, who also acts as the utility billing clerk. This anticipates covering 10% of the DPS Supervisor's salary and 300 hours of DPS operator work on the sewer system.

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>592-000-714.000</u> <u>Fringe Benefits</u> <u>\$42,984</u>
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	<u>\$43,844</u> <u>\$43,844</u> <u>\$43,844</u>

**Purpose and Justification:** To cover the fringe benefits of the Administrative Assistant, and proportionate amounts described above for the DPS Supervisor and operators. Fringe benefits are budgeted at 60%.

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>592-000-715.000</u> <u>Social Security</u> <u>\$5,731</u>
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>Council Approved:</u>	<u>\$5,846</u> <u>\$5,846</u> <u>\$5,846</u>

**Purpose and Justification:** To cover the cost of social security for the budgeted wages for this Department. The Social Security expense for the Administrative Assistant is reimbursed to the General Fund by the Water/Sewer Fund.

Line Item: 592-000-740.000  
Description: Operating Supplies  
Estimated FY 2022-2023: \$8,641  
  
Administrator's Rec: \$6,515  
Finance Committee Rec: \$6,515  
Council Approved: \$6,515  
**Purpose and Justification:** To cover the cost of operating supplies for the Enterprise Fund such as utility bill forms and postage.

Line Item: 592-000-801.000  
Description: Professional Services  
Estimated FY 2022-2023: \$2,065

Administrator's Rec: \$15,000  
Finance Committee Rec: \$15,000  
Council Approved: \$15,000  
**Purpose and Justification:** To cover the costs for a sanitary sewer rate study.

Line Item: 592-000-804.000  
Description: SCCMUA - Sewer  
Estimated FY 2022-2023: \$383,661

Administrator's Rec: \$393,253  
Finance Committee Rec: \$393,253  
Council Approved: \$393,253

**Purpose and Justification:** To cover the City's portion of the cost of operating the Southern Clinton County Municipal Utilities Authority (SCCMUA) treatment plant for the fiscal year, as well as to cover the cost for SCCMUA to operate and maintain the City's collection system. Additionally, SCCMUA handles the City's Industrial Pretreatment Program costs, estimated at \$3,500.

Line Item: 592-000-806.000  
Description: Audit Service  
Estimated FY 2022-2023: \$4,913

Administrator's Rec: \$5,011  
Finance Committee Rec: \$5,011  
Council Approved: \$5,011

**Purpose and Justification:** To cover the cost of the Enterprise Fund's portion of the annual Fiscal Year Audit.

Line Item: 592-000-810.000  
Description: Insurance  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** No costs are incurred in this Fund.

Line Item: 592-000-930.000  
Description: Repair and Maintenance  
Estimated FY 2022-2023: \$79,000

Administrator's Rec: \$25,000  
Finance Committee Rec: \$25,000  
Council Approved: \$25,000

**Purpose and Justification:** To cover the cost of repair and maintenance on the City's water and sanitary sewer system. This includes hydrant replacement expenses (\$15,000) and the replacement of sanitary sewer manhole castings on major and local streets being improved during FY 2023-24.

Line Item: 592-000-932.000  
Description: Computer Maintenance  
Estimated FY 2022-2023: \$13,648

Administrator's Rec: \$5,000  
Finance Committee Rec: \$5,000  
Council Approved: \$5,000

**Purpose and Justification:** To cover the costs associated with the sanitary sewer system utility billing software and support.

Line Item: 592-000-941.000  
Description: Equipment Rental  
Estimated FY 2022-2023: \$49,832

Administrator's Rec: \$51,327  
Finance Committee Rec: \$51,327  
Council Approved: \$51,327

**Purpose and Justification:** To cover the annual payment to the Motor Pool Fund for use of equipment needed during the course of maintaining and servicing the City's sanitary sewer system for the fiscal year. This includes small pick-up truck use as well as the backhoe and dump trucks.

Line Item: 592-000-942.000  
Description: Hydrant Rental  
Estimated FY 2022-2023: \$67,757

Administrator's Rec: \$69,112  
Finance Committee Rec: \$69,112  
Council Approved: \$69,112

**Purpose and Justification:** To cover the quarterly payments to the Lansing Board of Water and Light for hydrant rental. The City pays BWL an amount equivalent to 12 percent of billed water sales for rental. LBWL is responsible to see that the hydrants are serviceable by the Fire Department.

<u>Line Item:</u>	592-000-956.000
<u>Description:</u>	Miscellaneous
<u>Estimated FY 2022-2023:</u>	\$12,339
<u>Administrator's Rec:</u>	\$325
<u>Finance Committee Rec:</u>	\$325
<u>Council Approved:</u>	\$325
<b>Purpose and Justification:</b>	To cover miscellaneous costs of the sanitary sewer system.
<u>Line Item:</u>	592-000-962.000
<u>Description:</u>	Grant- Miscellaneous
<u>Estimated FY 2022-2023:</u>	\$0
<u>Administrator's Rec:</u>	\$0
<u>Finance Committee Rec:</u>	\$0
<u>Council Approved:</u>	\$0
<b>Purpose and Justification:</b>	Nothing Anticipated.
<u>Line Item:</u>	592-000-976.000
<u>Description:</u>	Capital Outlay - Water
<u>Estimated FY 2022-2023:</u>	\$1,750
<u>Administrator's Rec:</u>	\$1,750
<u>Finance Committee Rec:</u>	\$1,750
<u>Council Approved:</u>	\$1,750
<b>Purpose and Justification:</b>	Costs to cover fittings for non-standard hydrants.
<u>Line Item:</u>	592-000-977.000
<u>Description:</u>	Capital Outlay - Sewer
<u>Estimated FY 2022-2023:</u>	\$15,000
<u>Administrator's Rec:</u>	\$790,000
<u>Finance Committee Rec:</u>	\$790,000
<u>Council Approved:</u>	\$790,000
<b>Purpose and Justification:</b>	Cost to cover the East Dill Drive Sanitary Sewer extension.

[illegible]

CITY OF DEWITT - BUDGET WORKSHEET									
DESCRIPTION	20-21	21-22	2022-2023	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024	
	ACTUAL	ACTUAL	ORIGINAL	AMEND-	AMENDED	ESTIMATED	REQUESTED	APPROVED	
MOTOR POOL			BUDGET	MENTS	BUDGET	BUDGET	BUDGET	BUDGET	
REVENUES									
661-000-645-000									
MISCELLANEOUS	\$84	\$6,480	\$25,000	\$0	\$25,000	\$25,000	\$25,000	\$25,000	
661-000-665-001									
INTEREST/SAVINGS	\$157	\$153	\$50	\$0	\$50	\$3,041	\$50	\$50	
661-000-665-002									
INTEREST/INVEST	\$185	\$0	\$150	\$0	\$150	\$170	\$150	\$150	
661-000-670-001									
EQUIP-RENTAL/POLICE	\$40,000	\$49,722	\$52,208	\$0	\$52,208	\$52,208	\$52,208	\$52,208	
661-000-670-003									
EQUIP-RENTAL/DPW	\$70,000	\$81,955	\$84,414	\$0	\$84,414	\$84,414	\$84,414	\$84,414	
661-000-670-005									
MAJOR & LOCAL STR.	\$54,387	\$50,088	\$58,112	\$0	\$58,112	\$58,112	\$58,112	\$58,112	
661-000-695-000									
TRANSFER IN	\$48,381	\$49,832	\$58,397	\$0	\$58,397	\$58,397	\$58,397	\$58,397	
661-000-695-000									
GAIN (LOSS) ASSETS	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL REVENUES	\$219,195	\$238,230	\$278,331	\$0	\$278,331	\$281,341	\$278,332	\$278,331	

# **MOTOR POOL FUND** **Revenue Justification and Explanation**

Line Item: 661-000-645.000  
Description: Miscellaneous  
Estimated FY 2022-2023: \$25,000

Administrator's Rec: \$25,000  
Finance Committee Rec: \$25,000  
Council Approved: \$25,000  
**Purpose and Justification:** Funds are received from miscellaneous sources, primarily through the sale of used motorized equipment or vehicles.

Line Item: 661-000-665.001  
Description: Interest/Savings  
Estimated FY 2022-2023: \$3,041

Administrator's Rec: \$50  
Finance Committee Rec: \$50  
Council Approved: \$50  
**Purpose and Justification:** Funds are received from interest on Motor Pool Fund savings.

Line Item: 661-000-665.002  
Description: Interest/Investments  
Estimated FY 2022-2023: \$170

Administrator's Rec: \$150  
Finance Committee Rec: \$150  
Council Approved: \$150  
**Purpose and Justification:** Funds are received from interest on Motor Pool Fund investments.

Line Item: 661-000-670.001  
Description: Equip Rental - Police  
Estimated FY 2022-2023: \$52,208

Administrator's Rec: \$52,208  
Finance Committee Rec: \$52,208  
Council Approved: \$52,208

**Purpose and Justification:** Funds that are received from the General Fund for the rental of equipment from the Motor Pool Fund for police purposes.

Line Item: 661-000-670.003  
Description: Equip Rental - DPS  
Estimated FY 2022-2023: \$84,414

Administrator's Rec: \$84,414  
Finance Committee Rec: \$84,414  
Council Approved: \$84,414

**Purpose and Justification:** Funds that are received from the various General Fund public service areas for the rental of equipment from the Motor Pool Fund for public works purposes.

Line Item: 661-000-670.005  
Description: Equipment Rental – Major & Local Streets  
Estimated FY 2022-2023: \$58,112

Administrator's Rec: \$58,112  
Finance Committee Rec: \$58,112  
Council Approved: \$58,112

**Purpose and Justification:** Funds that are received from the Major and Local Street Funds for the rental of equipment for operators.

Line Item: 661-000-693.000  
Description: Gain/Loss  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** This is to cover the depreciated values of any assets that may be sold or otherwise disposed of.

Line Item: 661-000-695.000  
Description: Equipment Rental - Sewer/Water Transfer In  
Estimated FY 2022-2023: \$58,397

Administrator's Rec: \$58,397  
Finance Committee Rec: \$58,397  
Council Approved: \$58,397

**Purpose and Justification:** Funds that are received from the Sewer and Water Fund for equipment rental.

Line Item: 661-000-695.000  
Description: Gain (Loss) Assets  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** Nothing is anticipated for FY23-24.

Y OF DEWITT - BUDGET WORKSHEET

DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
<b>MOTOR POOL</b>								
<b>EXPENDITURES</b>								
<b>661-000-702-000</b>								
SALARY-FULLTIME	\$47,049	\$25,902	\$25,902	\$0	\$25,902	\$26,420	\$26,420	\$26,420
<b>661-000-714-000</b>								
FRINGES	\$16,561	\$16,892	\$16,892	\$0	\$16,892	\$17,230	\$17,230	\$17,230
<b>661-000-751-001</b>								
GAS & OIL/POLICE	\$10,200	\$12,286	\$33,503	\$0	\$33,503	\$10,000	\$35,178	\$35,178
<b>661-000-751-003</b>								
GAS & OIL/DPW	\$19,334	\$24,063	\$33,503	\$0	\$33,503	\$30,000	\$35,178	\$35,178
<b>661-000-806-000</b>								
AUDIT SERVICE	\$345	\$956	\$956	\$0	\$956	\$975	\$975	\$975
<b>661-000-810-001</b>								
INSURANCE/POLICE	\$2,734	\$2,672	\$1,725	\$0	\$1,725	\$2,540	\$1,760	\$1,760
<b>661-000-810-003</b>								
INSURANCE/DPW	\$9,571	\$9,352	\$8,116	\$0	\$8,116	\$10,162	\$8,278	\$8,278
<b>661-000-930-001</b>								
REPAIR-MAINT/POLICE	\$4,628	\$6,462	\$7,167	\$0	\$7,167	\$7,693	\$7,310	\$7,310
<b>661-000-930-003</b>								
REPAIR-MAINT/DPW	\$19,436	\$32,954	\$23,895	\$0	\$23,895	\$22,431	\$24,373	\$24,373
<b>000-956-000</b>								
MISCELLANEOUS	\$988	\$15,136	\$250	\$0	\$250	\$3,237	\$250	\$250
<b>661-000-956-001</b>								
MISC/POLICE	\$302	\$2,391	\$300	\$0	\$300	\$983	\$300	\$300
<b>661-000-956-003</b>								
MISCELLANEOUS/DPW	\$0	\$0	\$200	\$0	\$200	\$0	\$200	\$200
<b>661-000-981-001</b>								
CAP.OUTLAY/POLICE	\$0	(\$7,678)	\$35,000	\$0	\$35,000	\$45,571	\$45,000	\$45,000
<b>661-000-981-003</b>								
CAP.OUTLAY/DPW	\$0	\$12,078	\$171,000	\$0	\$171,000	\$8,591	\$180,000	\$180,000
<b>TOTAL EXPENDITURES</b>	<b>\$224,142</b>	<b>\$260,257</b>	<b>\$358,410</b>	<b>\$0</b>	<b>\$358,410</b>	<b>\$185,833</b>	<b>\$382,452</b>	<b>\$382,452</b>

# **MOTOR POOL FUND** **Expense Purpose and Justification**

Line Item: 661-000-702.000  
Description: Salaries  
Estimated FY 2022-2023: \$26,420

Administrator's Rec: \$26,420  
Finance Committee Rec: \$26,420  
Council Approved: \$26,420

**Purpose and Justification:** To cover the cost of full-time DPS employee wages for vehicle maintenance and repairs. The amount budgeted reflects 1,100 hours of straight-time wages. Wages for this work were formerly contained in General Fund Department 441, Public Services.

Line Item: 661-000-714.000  
Description: Fringes  
Estimated FY 2022-2023: \$17,230

Administrator's Rec: \$17,230  
Finance Committee Rec: \$17,230  
Council Approved: \$17,230

**Purpose and Justification:** To cover the cost of fringes for wages spent on Routine Maintenance which is sixty (60%) percent of wages. Covers health insurance, life insurance, retirement, and sick time payout costs.

Line Item: 661-000-751.001  
Description: Gas and Oil - Police  
Estimated FY 2022-2023: \$10,000

Administrator's Rec: \$35,178  
Finance Committee Rec: \$35,178  
Council Approved: \$35,178

**Purpose and Justification:** To cover the costs associated with gasoline and oil changes for police cars.

Line Item: 661-000-751.003  
Description: Gas and Oil - DPS  
Estimated FY 2022-2023: \$30,000

Administrator's Rec: \$35,178  
Finance Committee Rec: \$35,178  
Council Approved: \$35,178

**Purpose and Justification:** To cover the costs for gasoline and oil changes for DPS equipment.

Line Item: 661-000-806.000  
Description: Audit  
Estimated FY 2022-2023: \$975

Administrator's Rec: \$975  
Finance Committee Rec: \$975  
Council Approved: \$975

**Purpose and Justification:** To cover the Motor Pool Fund's portion of the annual fiscal year audit.

Line Item: 661-000-810.001  
Description: Insurance - Police  
Estimated FY 2022-2023: \$2,540

Administrator's Rec: \$1,760  
Finance Committee Rec: \$1,760  
Council Approved: \$1,760

**Purpose and Justification:** To cover the costs to insure Police vehicles.

Line Item: 661-000-810.003  
Description: Insurance - DPS  
Estimated FY 2022-2023: \$10,162

Administrator's Rec: \$8,278  
Finance Committee Rec: \$8,278  
Council Approved: \$8,278

**Purpose and Justification:** To cover the costs associated with insuring DPS equipment.

Line Item: 661-000-930.001  
Description: Repair/Maint - Police  
Estimated FY 2022-2023: \$7,693

Administrator's Rec: \$7,310  
Finance Committee Rec: \$7,310  
Council Approved: \$7,310

**Purpose and Justification:** To cover the costs of repairing and maintaining Police Department vehicles.

Line Item: 661-000-930.003  
Description: Repair/Maint. - DPS  
Estimated FY 2022-2023: \$22,431

Administrator's Rec: \$24,373  
Finance Committee Rec: \$24,373  
Council Approved: \$24,373

**Purpose and Justification:** To cover the costs of repairing and maintaining DPS equipment.

Line Item: 661-000-956.000  
Description: Miscellaneous  
Estimated FY 2022-2023: \$3,237

Administrator's Rec: \$250  
Finance Committee Rec: \$250  
Council Approved: \$250

**Purpose and Justification:** To cover miscellaneous and unanticipated costs of the Motor Pool Fund.

Line Item: 661-000-956.001  
Description: Miscellaneous - Police  
Estimated FY 2022-2023: \$983

Administrator's Rec: \$300  
Finance Committee Rec: \$300  
Council Approved: \$300

**Purpose and Justification:** To cover miscellaneous and unanticipated costs of operating Police Department vehicles.

Line Item: 661-000-956.003  
Description: Miscellaneous - DPS  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$200  
Finance Committee Rec: \$200  
Council Approved: \$200

**Purpose and Justification:** To cover miscellaneous and unanticipated costs of operating DPS equipment.

Line Item: 661-000-981.001  
Description: Capital Outlay - Police  
Estimated FY 2022-2023: \$45,571

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** Nothing is anticipated for FY2023-24.

Line Item: 661-000-981.003  
Description: Capital Outlay - DPS  
Estimated FY 2022-2023: \$8,591

Administrator's Rec: \$180,000  
Finance Committee Rec: \$180,000  
Council Approved: \$180,000

**Purpose and Justification:** To cover the costs of capital outlay purchases for DPS. The capital outlay purchases proposed for Fiscal Year 2023-2024 are as follows: dump truck.

CITY OF DEWITT - BUDGET WORKSHEET									
DESCRIPTION	20-21	21-22	2022-2023	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024	
BUILDING	ACTUAL	ACTUAL	ORIGINAL	AMEND-	AMENDED	ESTIMATED	REQUESTED	APPROVED	
DEPARTMENT			BUDGET	MENTS	BUDGET	BUDGET	BUDGET	BUDGET	
REVENUES									
249-000-478-000									
BUILDING PERMITS	\$68,044	\$38,558	\$35,000	\$0	\$35,000	\$59,353	\$35,000	\$35,000	
249-000-478-001									
ELECTRICAL PERMITS	\$14,743	\$10,886	\$11,500	\$0	\$11,500	\$9,671	\$11,500	\$11,500	
249-000-478-002									
MECHANICAL PERMIT	\$15,389	\$13,206	\$9,000	\$0	\$9,000	\$10,385	\$9,000	\$9,000	
249-000-478-003									
PLUMBING PERMITS	\$9,512	\$7,426	\$6,000	\$0	\$6,000	\$6,074	\$6,000	\$6,000	
249-000-645-000									
MISCELLANEOUS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
249-000-665-001									
INTEREST/SAVINGS	\$9	\$52	\$10	\$0	\$10	\$1,777	\$10	\$10	
249-000-665-002									
INTEREST/INVESTMEN	\$1,680	\$0	\$0	\$0	\$0	\$21	\$0	\$0	
249-000-694-000									
IN-OUT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL REVENUES	\$109,377	\$70,128	\$61,510	\$0	\$61,510	\$87,281	\$61,510	\$61,510	

# **BUILDING DEPARTMENT FUND** **Revenue Justification and Explanation**

Line Item: 249-000-478.000  
Description: Building Permits  
Estimated FY 2022-2023: \$59,353  
  
Administrator's Rec: \$35,000  
Finance Committee Rec: \$35,000  
Council Approved: \$35,000  
**Purpose and Justification:** Revenue received through the issuance of building permits. No increase in building permit fees is proposed.

Line Item: 249-000-478.001  
Description: Electrical Permits  
Estimated FY 2022-2023: \$9,671  
  
Administrator's Rec: \$11,500  
Finance Committee Rec: \$11,500  
Council Approved: \$11,500  
**Purpose and Justification:** Revenue is received through the issuance of Electrical permits. No increase in building permit fees is proposed.

Line Item: 249-000-478.002  
Description: Mechanical Permits  
Estimated FY 2022-2023: \$10,385  
  
Administrator's Rec: \$9,000  
Finance Committee Rec: \$9,000  
Council Approved: \$9,000  
**Purpose and Justification:** Revenue is received through the issuance of Mechanical permits. No increase in building permit fees is proposed.

Line Item: 249-000-478.003  
Description: Plumbing Permits  
Estimated FY 2022-2023: \$6,074

Administrator's Rec: \$6,000  
Finance Committee Rec: \$6,000  
Council Approved: \$6,000

**Purpose and Justification:** Revenue received through the issuance of Plumbing permits. No increase in building permit fees is proposed.

Line Item: 249-000-645.000  
Description: Miscellaneous  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** Nothing is anticipated for FY23-24.

Line Item: 249-000-665.001  
Description: Interest/ Savings  
Estimated FY 2022-2023: \$1,777

Administrator's Rec: \$10  
Finance Committee Rec: \$10  
Council Approved: \$10

**Purpose and Justification:** Revenue received on the interest on savings. Due to low-interest rates and a relatively low fund balance, no substantive revenues are projected.

Line Item: 249-000-665.002  
Description: Interest / Investments  
Estimated FY 2022-2023: \$21

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** Revenue received on the interest on investments. Due to low-interest rates and a relatively low fund balance, no substantive revenues are projected.

Line Item: 249-000-694.000  
Description: In-Out  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** Revenue received on the interest on investments. Due to low-interest rates and a relatively low fund balance, no substantive revenues are projected.

### BUILDING DEPARTMENT Expenditure Purpose and Justification

Line Item: 249-000-702.000  
Description: Salaries  
Estimated FY 2022-2023: \$15,000

Administrator's Rec: \$15,000  
Finance Committee Rec: \$15,000  
Council Approved: \$15,000

**Purpose and Justification:** To cover the portion of wages of the City employee that is assigned to assist with clerical responsibilities for the Building Department. The General Fund is reimbursed this amount.



Line Item: 249-000-714.000  
Description: Fringe Benefits  
Estimated FY 2022-2023: \$9,000

Administrator's Rec: \$9,000  
Finance Committee Rec: \$9,000  
Council Approved: \$9,000

**Purpose and Justification:** To cover the fringe benefit expenses for the City employee assigned to assist with clerical responsibilities for the Building Department. Fringe benefits are budgeted at 60%. The General Fund is reimbursed for this amount.

Line Item: 249-000-727.000  
Description: Office Supplies  
Estimated FY 2022-2023: \$100

Administrator's Rec: \$100  
Finance Committee Rec: \$100  
Council Approved: \$100

**Purpose and Justification:** To cover the cost of office supplies the Building Department may need.

Line Item: 249-000-740.000  
Description: Operating Supplies  
Estimated FY 2022-2023: \$200

Administrator's Rec: \$200  
Finance Committee Rec: \$200  
Council Approved: \$200

**Purpose and Justification:** To cover the cost of operating supplies the Building Department may need.

<u>Line Item:</u>	249-000-801.000
<u>Description:</u>	Professional Services
<u>Estimated FY 2022-2023:</u>	\$42,000
<u>Administrator's Rec:</u>	\$42,000
<u>Finance Committee Rec:</u>	\$42,000
<u>Council Approved:</u>	\$42,000
<b><u>Purpose and Justification:</u></b>	To cover the costs charged by DeWitt Charter Township for conducting building inspections, which equals 70% of building permit fees collected.
<u>Line Item:</u>	249-000-803.000
<u>Description:</u>	Legal Services
<u>Estimated FY 2022-2023:</u>	\$0
<u>Administrator's Rec:</u>	\$0
<u>Finance Committee Rec:</u>	\$0
<u>Council Approved:</u>	\$0
<b><u>Purpose and Justification:</u></b>	Nothing anticipated.
<u>Line Item:</u>	249-000-850.000
<u>Description:</u>	Telephone
<u>Estimated FY 2022-2023:</u>	\$100
<u>Administrator's Rec:</u>	\$100
<u>Finance Committee Rec:</u>	\$100
<u>Council Approved:</u>	\$100
<b><u>Purpose and Justification:</u></b>	To cover the cost of a single phone service used by the building department.
<u>Line Item:</u>	249-000-932.000
<u>Description:</u>	Computer Maintenance
<u>Estimated FY 2022-2023:</u>	\$1,700
<u>Administrator's Rec:</u>	\$1,700
<u>Finance Committee Rec:</u>	\$1,700

<u>Council Approved:</u>	\$1,700
<b><u>Purpose and Justification:</u></b>	To cover the cost of BS&A Software.
<u>Line Item:</u>	249-000-956.000
<u>Description:</u>	Miscellaneous
<u>Estimated FY 2022-2023:</u>	\$900
<u>Administrator's Rec:</u>	\$900
<u>Finance Committee Rec:</u>	\$900
<u>Council Approved:</u>	\$900
<b><u>Purpose and Justification:</u></b>	To cover miscellaneous expenses of the building department, including bank service fees.
<u>Line Item:</u>	249-000-958.000
<u>Description:</u>	Membership / Dues
<u>Estimated FY 2022-2023:</u>	\$0
<u>Administrator's Rec:</u>	\$0
<u>Finance Committee Rec:</u>	\$0
<u>Council Approved:</u>	\$0
<b><u>Purpose and Justification:</u></b>	Nothing anticipated.
<u>Line Item:</u>	249-000-980.000
<u>Description:</u>	Capital Outlay
<u>Estimated FY 2022-2023:</u>	\$0
<u>Administrator's Rec:</u>	\$0
<u>Finance Committee Rec:</u>	\$0
<u>Council Approved:</u>	\$0
<b><u>Purpose and Justification:</u></b>	Nothing anticipated.

CITY OF DEWITT - BUDGET WORKSHEET

DESCRIPTION	20-21	21-22	2022-2023	2022-2023	2022-2023	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024
GEMETERY	ACTUAL	ACTUAL	ORIGINAL	AMEND-	AMEND-	AMEND-	AMEND-	AMEND-	REQUESTED	APPROVED
PERPETUAL CARE			BUDGET	MENTS	MENTS	MENTS	MENTS	MENTS	BUDGET	BUDGET
REVENUES										
150-000-624-000										
PERPETUAL CARE	\$8,400	\$10,425	\$7,000	\$0	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
150-000-665-001										
INT/SAVINGS	\$16	\$33	\$10	\$0	\$10	\$10	\$990	\$990	\$10	\$10
150-000-665-002										
INT/INVESTMENTS	\$1,102	(\$2,204)	\$100	\$0	\$100	\$100	\$4,549	\$100	\$100	\$100
TOTAL REVENUE	\$9,518	\$8,254	\$7,110	\$0	\$7,110	\$7,110	\$12,539	\$7,110	\$7,110	\$7,110
EXPENDITURES										
150-000-930-000										
REPAIR/MAINT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
150-000-956-000										
MISCELLANEOUS	\$443	\$429	\$330	\$0	\$330	\$330	\$486	\$500	\$500	\$500
150-000-980-000										
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
150-000-976-000										
LAND IMP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$443	\$429	\$330	\$0	\$330	\$330	\$486	\$500	\$500	\$500
TOTAL REVENUES	\$9,518	\$8,254	\$7,110	\$0	\$7,110	\$7,110	\$12,539	\$7,110	\$7,110	\$7,110
TOTAL EXPENDITURES	\$443	\$429	\$330	\$0	\$330	\$330	\$486	\$500	\$500	\$500
NET REV/EXP	\$9,075	\$7,825	\$6,780	\$0	\$6,780	\$6,780	\$12,053	\$6,610	\$6,610	\$6,610
BEG FUND BALANCE	\$237,931	\$247,006	\$254,831		\$254,831	\$254,831	\$254,831	\$261,611	\$261,611	\$261,611
END FUND BALANCE	\$247,006	\$254,831	\$261,611		\$261,611	\$261,611	\$266,884	\$268,221	\$268,221	\$268,221

# **CEMETERY PERPETUAL CARE FUND** **Revenue Explanation and Justification**

<u>Line Item:</u>	150-000-624.000
<u>Description:</u>	Perpetual Care
<u>Estimated FY 2022-2023:</u>	\$7,000
<u>Administrator's Rec:</u>	\$7,000
<u>Finance Committee Rec:</u>	\$7,000
<u>Council Approved:</u>	\$7,000
<b>Purpose and Justification:</b>	Revenues are derived from lots sold at the cemetery. \$250 per lot for a resident and \$325 per lot for a nonresident go into this fund.
<u>Line Item:</u>	150-000-665.001
<u>Description:</u>	Interest/Savings
<u>Estimated FY 2022-2023:</u>	\$990
<u>Administrator's Rec:</u>	\$10
<u>Finance Committee Rec:</u>	\$10
<u>Council Approved:</u>	\$10
<b>Purpose and Justification:</b>	Revenues are based on interest derived from money the Cemetery Perpetual Care Fund currently has in savings.
<u>Line Item:</u>	150-000-665.002
<u>Description:</u>	Interest/Investments
<u>Estimated FY 2022-2023:</u>	\$4,549
<u>Administrator's Rec:</u>	\$100
<u>Finance Committee Rec:</u>	\$100
<u>Council Approved:</u>	\$100
<b>Purpose and Justification:</b>	Revenues are based on interest derived from money the Cemetery Perpetual Care Fund currently has invested.

# **CEMETERY PERPETUAL CARE FUND** **Expenditure Purpose and Justification**

Line Item: 150-000-930.000  
 Description: Repair and Maintenance  
 Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
 Finance Committee Rec: \$0  
 Council Approved: \$0

**Purpose and Justification:** No expenditures are anticipated.

Line Item: 150-000-956.000  
 Description: Miscellaneous  
 Estimated FY 2022-2023: \$486

Administrator's Rec: \$500  
 Finance Committee Rec: \$500  
 Council Approved: \$500

**Purpose and Justification:** To cover annual service charges and miscellaneous expenditures.

Line Item: 150-000-980.000  
 Description: Capital Outlay  
 Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
 Finance Committee Rec: \$0  
 Council Approved: \$0

**Purpose and Justification:** To cover annual service charges and miscellaneous expenditures.

Line Item: 150-000-976.000  
Description: Land Improvement  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
Council Approved: \$0

**Purpose and Justification:** To cover annual service charges and miscellaneous expenditures.

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
PUB/IMP PUB/BLDG								
REVENUES								
245-000-645-000								
MISCELLANEOUS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
245-000-665-001								
INT/SAVINGS	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0
245-000-665-002								
INT/INVESTMENTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
245-000-665-003								
INT/S-A	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
245-000-672-000								
PRINC/S-A	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
245-000-695-000								
TRANSFER IN	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXPENDITURES								
245-000-801-000								
PROF SERVICE	\$1,728	\$0	\$0	\$0	\$0	\$0	\$0	\$0
245-000-956-000								
MISCELLANEOUS	\$228	\$0	\$0	\$0	\$0	\$0	\$0	\$0
245-000-974-000								
IMPROVEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
245-000-996-000								
TRANSFER OUT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$1,958	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$1,958	\$0	\$0	\$0	\$0	\$0	\$0	\$0
NET REV/EXP	(\$1,957)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
BEG FUND BALANCE	\$1,956	(\$0)	(\$0)		(\$0)	(\$0)	(\$0)	(\$0)
END FUND BALANCE	(\$0)	(\$0)	(\$0)		(\$0)	(\$0)	(\$0)	(\$0)

**PUBLIC IMPROVEMENT/PUBLIC BUILDING FUND**  
**Revenue Explanation and Justification**

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>245-000-645.000</u> <u>Miscellaneous</u> \$0
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>City Council Approved:</u>	\$0 \$0 \$0
<b>Purpose and Justification:</b> Funds received from miscellaneous sources. The majority of the funds are from payments made by residents who have the City coordinate their sidewalk replacement work. No funds are expected in FY 2023-2024.	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>245-000-665.001</u> <u>Interest/Savings</u> \$0
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>City Council Approved:</u>	\$0 \$0 \$0
<b>Purpose and Justification:</b> Funds derived from interest on savings account balances. No funds are expected in FY 2023-2024.	

<u>Line Item:</u> <u>Description:</u> <u>Estimated FY 2022-2023:</u>	<u>245-000-665.002</u> <u>Interest/Investments</u> \$0
<u>Administrator's Rec:</u> <u>Finance Committee Rec:</u> <u>City Council Approved:</u>	\$0 \$0 \$0
<b>Purpose and Justification:</b> Funds derived from interest on investments held by the Public Improvement/Public Building Fund.	

Line Item: 245-000-665.003  
Description: Special Assessment/Interest  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
City Council Approved: \$0

**Purpose and Justification:** Funds derived from interest received from those specially assessed as part of various special assessment projects. No funds are expected.

Line Item: 245-000-672.000  
Description: Special Assessment/Principal  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
City Council Approved: \$0

**Purpose and Justification:** Funds derived from payments received from those special assessed for various special assessment projects. No funds are expected.

Line Item: 245-000-695.000  
Description: Transfer In  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
City Council Approved: \$0

**Purpose and Justification:** No funds expected.

**PUBLIC IMPROVEMENT/PUBLIC BUILDING FUND**  
**Expenditure Purpose and Justification**

<u>Line Item:</u>	245-000-801.000
<u>Description:</u>	<u>Prof Services</u>
<u>Estimated FY 2022-2023:</u>	\$0
<u>Administrator's Rec:</u>	\$0
<u>Finance Committee Rec:</u>	\$0
<u>City Council Approved:</u>	\$0
<b>Purpose and Justification:</b>	To cover the miscellaneous cost associated with Professional services.

<u>Line Item:</u>	245-000-956.000
<u>Description:</u>	<u>Miscellaneous</u>
<u>Estimated FY 2022-2023:</u>	\$0
<u>Administrator's Rec:</u>	\$0
<u>Finance Committee Rec:</u>	\$0
<u>City Council Approved:</u>	\$0
<b>Purpose and Justification:</b>	To cover miscellaneous costs associated with the Public Improvement Public Building Fund and Bank Service Fees.

<u>Line Item:</u>	245-000-974.000
<u>Description:</u>	<u>Capital Outlay/Improvements</u>
<u>Estimated FY 2022-2023:</u>	\$0
<u>Administrator's Rec:</u>	\$0
<u>Finance Committee Rec:</u>	\$0
<u>City Council Approved:</u>	\$0
<b>Purpose and Justification:</b>	Nothing is anticipated for FY23-24.

Line Item: 245-000-996.000  
Description: Transfer Out  
Estimated FY 2022-2023: \$0

Administrator's Rec: \$0  
Finance Committee Rec: \$0  
City Council Approved: \$0

**Purpose and Justification:** Nothing is anticipated for FY23-24.

CITY OF DEWITT - BUDGET WORKSHEET									
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET	
DRUG LAW ENFORCEMENT									
REVENUES									
265-000-645-000 MISCELLANEOUS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
265-000-661-000 FORFEITURES(90%)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
265-000-661-001 FORFEITURES(10%)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
265-000-665-001 INTEREST/SAVINGS	\$0	\$0	\$0	\$0	\$0	\$12	\$5	\$5	
TOTAL REVENUES	\$0	\$0	\$0	\$0	\$0	\$12	\$5	\$5	
EXPENDITURES									
265-000-801-001 FORFEITURE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
265-000-956-000 MISCELLANEOUS	\$3	\$0	\$5	\$0	\$5	\$5	\$5	\$5	
TOTAL EXPENDITURES	\$3	\$0	\$5	\$0	\$5	\$5	\$5	\$5	
TOTAL REVENUES	\$0	\$0	\$0	\$0	\$0	\$12	\$5	\$5	
TOTAL EXPENDITURES	\$3	\$0	\$5	\$0	\$5	\$5	\$5	\$5	
NET REV/EXP	(\$3)	\$0	(\$5)	\$0	(\$5)	\$7	\$0	\$0	
BEG FUND BALANCE	\$1,000	\$997	\$997		\$992	\$992	\$999	\$999	
END FUND BALANCE	\$997	\$998	\$992		\$987	\$999	\$999	\$999	

CITY OF DEWITT - BUDGET WORKSHEET									
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET	
CITY HALL DEBT									
REVENUES									
301-000-695-000									
TRANSFER IN	\$135,994	\$130,000	\$135,000	\$0	\$135,000	\$135,000	\$135,000	\$135,000	
TOTAL REVENUES	\$135,994	\$130,000	\$135,000	\$0	\$135,000	\$135,000	\$135,000	\$135,000	
EXPENDITURES									
301-000-956-000									
MISCELLANEOUS	\$27	\$26	\$25	\$0	\$25	\$19	\$25	\$25	
301-000-991-000									
PRINCIPAL-BOND	\$60,000	\$60,000	\$65,000	\$0	\$65,000	\$65,000	\$65,000	\$65,000	
301-000-994-000									
PAYING AGENT FEES	\$375	\$375	\$375	\$0	\$375	\$375	\$375	\$375	
301-000-995-000									
INTEREST-BOND	\$72,888	\$71,088	\$69,213	\$0	\$69,213	\$69,213	\$67,263	\$67,263	
TOTAL EXPENDITURES	\$133,290	\$131,488	\$134,613	\$0	\$134,613	\$134,607	\$132,663	\$132,663	
TOTAL REVENUES	\$135,994	\$130,000	\$135,000	\$0	\$135,000	\$135,000	\$135,000	\$135,000	
TOTAL EXPENDITURES	\$133,290	\$131,488	\$134,613	\$0	\$134,613	\$134,607	\$132,663	\$132,663	
NET REV/EXP	\$2,704	(\$1,488)	\$387	\$0	\$387	\$394	\$2,337	\$2,337	
BEG FUND BALANCE	\$999	\$3,703	\$2,215		\$2,602	\$2,602	\$2,995	\$2,995	
END FUND BALANCE	\$3,703	\$2,215	\$2,602		\$2,989	\$2,995	\$5,332	\$5,332	

CITY OF DEWITT - BUDGET WORKSHEET									
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET	
CITY HALL CONSTRUCTION									
REVENUES									
401-000-695-000									
TRANSFER IN	\$125,000	\$11,000	\$0	\$0	\$0	\$0	\$0	\$0	
401-000-698-000									
BOND SALE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
401-000-698-001									
BOND PREMIUM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL REVENUES	\$125,000	\$11,000	\$0	\$0	\$0	\$0	\$0	\$0	
EXPENDITURES									
401-000-956-000									
MISCELLANEOUS	\$91	\$24	\$0	\$0	\$0	\$0	\$0	\$0	
401-265-980-000									
CAPITAL OUTLAY/MIS	\$804,479	\$35,421	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES	\$804,571	\$35,445	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL REVENUES	\$125,000	\$11,000	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES	\$804,571	\$35,445	\$0	\$0	\$0	\$0	\$0	\$0	
NET REV/EXP	(\$679,571)	(\$24,445)	\$0	\$0	\$0	\$0	\$0	\$0	
BEG FUND BALANCE	\$706,539	\$26,968	\$2,523		\$2,523	\$2,523	\$2,523	\$2,523	
END FUND BALANCE	\$26,968	\$2,523	\$2,523		\$2,523	\$2,523	\$2,523	\$2,523	

CITY OF DEWITT - BUDGET WORKSHEET								
DESCRIPTION	20-21 ACTUAL	21-22 ACTUAL	2022-2023 ORIGINAL BUDGET	2022-2023 AMEND- MENTS	2022-2023 AMENDED BUDGET	2022-2023 ESTIMATED BUDGET	2023-2024 REQUESTED BUDGET	2023-2024 APPROVED BUDGET
SPECIAL DONATIONS								
REVENUES								
712-000-645-000 MISCELLANEOUS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
712-000-665-001 INT/SAVINGS	\$83	\$5	\$10	\$0	\$10	\$129	\$10	\$10
712-000-665-002 INT/INVESTMENTS	(\$108)	(\$162)	\$10	\$0	\$10	\$222	\$10	\$10
712-000-675-001 DONATIONS/DARE	\$250	\$250	\$250	\$0	\$250	\$250	\$250	\$250
712-000-675-002 DONATIONS/OTHER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
712-000-675-003 DONATIONS/PARKS	\$0	\$100	\$100	\$0	\$100	\$0	\$0	\$0
712-000-694-000 TRANSFER IN/OUT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$225	\$192	\$370	\$0	\$370	\$601	\$270	\$270
EXPENDITURES								
712-000-956-000 MISCELLANEOUS	\$152	\$34	\$100	\$0	\$100	\$56	\$100	\$100
712-000-956-001 MISC/POLICE	\$3,442	\$510	\$250	\$0	\$250	\$0	\$250	\$250
712-000-956-002 MISC/FIRE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
712-000-956-004 MISC/ALL KIDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$3,594	\$544	\$350	\$0	\$350	\$56	\$350	\$350
TOTAL REVENUES	\$7,036	\$192	\$370	\$0	\$370	\$601	\$270	\$270
TOTAL EXPENDITURES	\$10,630	\$544	\$350	\$0	\$350	\$56	\$350	\$350
NET REV/EXP	(\$3,594)	(\$352)	\$20	\$0	\$20	\$545	(\$80)	(\$80)
BEG FUND BALANCE	\$23,777	\$21,267	\$20,915		\$20,915	\$20,915	\$21,460	\$21,460
END FUND BALANCE	\$21,267	\$20,915	\$20,935		\$20,935	\$21,460	\$21,380	\$21,380

CITY OF WITT  
SCHEDULE OF INDEBTEDNESS  
SHORT AND LONG TERM ISSUES  
PRINCIPAL AND INTEREST

	SHORT TERM DEBT						Total Due
	GF	GF	GF	GF	MS		
During the Fiscal Year				City Hall Construction	Wilson Street Project 1998		
FY 23-24				\$132,263			\$132,263
FY 24-25				\$134,888			\$134,888
FY 25-26				\$132,118			\$132,118
FY 26-27				\$134,188			\$134,188
FY 27-28				\$131,188			\$131,188
FY 28-29				\$133,488			\$133,488
FY 29-30				\$131,088			\$131,088
FUTURE YEARS				\$2,117,199			\$2,117,199
<b>TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,046,418</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,046,418</b>

The current City debt during the FY23-24 (including principal and interest) totals \$3,046,418. Of this amount \$132,263 in principal and interest will be paid during this fiscal year. The City has a total per capita debt of approximately \$637.86 for the FY23-24. The City's debt load decreased in 2022-2023 due to paying off the Wilson Street Project and annual bond payment for City Hall.

CITY OF WITT  
CAPITAL IMPROVEMENT PROGRAM

Department All Areas - Synopsis

FY 22-23 FY 23-24 FY 24-25 FY 25-26 FY 26-27 FY 27-28

Public Services	\$68				
Police	\$0				
Parks and Recreation	\$315				
Building and Grounds	\$135				
Public Improvement / Building	\$2,410				
	<b>Total: \$2,928</b>				
Public Services	\$230				
Police	\$35				
Parks and Recreation	\$120				
Building and Grounds	\$135				
Public Improvement / Building	\$265				
	<b>Total: \$785</b>				
Public Services	\$610				
Police	\$35				
Parks and Recreation	\$120				
Building and Grounds	\$135				
Public Improvement/Building	\$165				
	<b>Total: \$1,065</b>				
Public Services	\$57				
Police	\$0				
Parks and Recreation	\$150				
Building and Grounds	\$135				
Public Improvement/Building	\$650				
	<b>Total: \$992</b>				
Public Services	\$180				
Police	\$35				
Parks and Recreation	\$150				
Building and Grounds	\$135				
Public Improvement/Building	\$225				
	<b>Total: \$725</b>				
Public Services	\$17				
Police	\$0				
Parks and Recreation	\$150				
Building and Grounds	\$135				
Public Improvement/Building	\$245				
	<b>Total: \$547</b>				

Department: Public Improvement/Public Building

Project:

Funding Source  
FY 22-23 FY 23-24 FY 24-25 FY 25-26 FY 26-27 FY 27-28

Local Road Resurfacing	LS					
Turner Street Resurfacing	WS					
E. Dill Sewer Extension	MS					
Sidewalk Replacement	P/PB					
		\$180				
		\$380				
		\$1,825				
		\$25				
		<b>Total: \$2,410</b>				
Local Road Resurfacing	LS					
Sidewalk Replacement	P/PB					
		\$240				
		\$25				
		<b>Total: \$265</b>				
Local Road Resurfacing	LS					
Sidewalk Replacement	P/PB					
		\$140				
		\$25				
		<b>Total: \$165</b>				
Local Road Resurfacing	LS					
E. Main Street Resurfacing	MS					
Sidewalk Replacement	P/PB					
		\$310				
		\$315				
		\$25				
		<b>Total: \$650</b>				
Local Road Resurfacing	LS					
Sidewalk Replacement	P/PB					
		\$200				
		\$25				
		<b>Total: \$225</b>				
Local Road Resurfacing	LS					
Sidewalk Replacement	P/PB					
		\$220				
		\$25				
		<b>Total: \$245</b>				

P/PB - Public Improvement Public Building LS - Local Streets MS - Major Streets WS - Water/Sewer

Refer to the Transportation Improvement Plan (TIP) for road resurfacing projects.

The sewer extension cost estimate (FY on E. Dill includes watermain installation, paved shoulder and re-routing of a force main currently under the Looking

Funding Source
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FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
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GF= General Fund - The General Fund is the main account for all City operating expenses.

The Building/Grounds Account is the main operating account within the General Fund. The B/G account covers utility expenses, legal fees, office supplies, and many other related expenses for the General Government Services the City of DeWitt performs.

The City Hall Bond was issued in 2020 at an interest rate of approximately 3%. The City was rated AA- and the bond is a 25-Year Bond.

The Building/Grounds Account is the main operating account within the General Fund. The B/G account covers utility expenses, legal fees, office supplies, and many other related expenses for the General Government Services the City of DeWitt performs.

The City Hall Bond was issued in 2020 at an interest rate of approximately 3%. The City was rated AA- and the bond is a 25-Year Bond.

## Funding

FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
100	100	100	100	100	100

GF= General Fund  
The improvements/projects will be prioritized based on the Master Concept Plan that was developed in 2021 by the Parks, Recreation, Cemetery and Tree Commission. Several of the improvements/projects will require an additional funding source, i.e. MDNR Trust Fund Grant, Land and Water Conservation Fund, Recreational Passport Grant, etc...

## Funding

FY 22-23 FY 23-24 FY 24-25 FY 25-26 FY 26-27 FY 27-28

**MP=Motor Pool Account**  
The Motor Pool account is an internal service account that the City operates to purchase all equipment. Each department "rents" the equipment from Motor Pool. An internal service account is an account that receives very little outside revenue. The majority of the revenue comes from other City Accounts, i.e. Police Department, DPW, Streets, etc...

The Police Department operates with 8 FTE's (7 Officers, 1 Administrative Assistant) and 6 PTE's. They have three patrol vehicles and one vehicle for officers to use to take to training, court appearances, etc...

Department: Public Services

Project: Funding Source

FY 22-23 FY 23-24 FY 24-25 FY 25-26 FY 26-27 FY 27-28

Zero Turn Mower	\$17						MP
4X4 Truck w/plow	\$40						MP
Gator	\$11						
	Total: \$68						
Dump Truck	\$180						MP
Architect - Building Impvts	\$50						
	Total: \$230						
Building Impvts	\$450						MP
Salt Storage	\$160						
	Total: \$610						
Zero Turn Mower	\$17						MP
4x4 Truck & plow	\$40						MP
	Total: \$57						
Street Sweeper	\$180						MP
	Total: \$180						
Zero Turn Mower	\$17						
	Total: \$17						

The DPW operates with 5 FTE's (1 Supervisor, 4 Utility Staff) and is responsible for all the operations regarding grounds maintenance at all City owned properties, streets maintenance (winter and routine), Miss Dig requests, etc...

There is a Certified Mechanic on staff that performs routine maintenance and minor repairs for DPW and Police vehicles.

