

CITY OF MUSKEGON HEIGHTS



FY2021

PROPOSED BUDGET

**CITY OF MUSKEGON HEIGHTS
FY2021 RECOMMENDED BUDGET SUMMARY**

FUND	DEPARTMENT	RECOMMENDED REVENUES	RECOMMENDED EXPENDITURES	FUND BALANCE
101 General Fund				
000	General Revenues	3,648,865	0	
101	City Council	0	40,824	
171	Mayor	0	7,543	
172	City Manager	4,540	216,605	
173	Personnel	0	24,000	
191	Elections	0	14,900	
200	Emergency Repair-DTE Program	35,000	35,000	
208	Income Tax	1,520	84,384	
209	Assessor	760	89,978	
210	City Attorney	0	100,000	
215	City Clerk	29,650	124,336	
223	Finance	4,540	209,403	
253	Treasurer	1,770	69,945	
258	Data Processing	0	52,500	
265	City Bldg & Grds	0	201,362	
272	MNFLA-Medical MJ	50,000	0	
273	Adult Use MJ	125,000	0	
274	MIVEDA	300,000	0	
294	General Government	8,500	386,588	
295	Motor Pool	0	25,000	
301	Police	221,500	3,205,481	
336	Fire	58,265	1,585,915	
371	Inspections	732,396	397,953	
446	Public Works	141,024	205,200	
448	Street Lighting	0	180,000	
521	Refuse Collection	330,148	679,394	
692	Farmer's Market	18,500	12,900	
703	Property Tax Dept	2,549,000	0	
748	Planning	10,000	16,000	
751	Parks	22,000	64,827	
755	Vacant Lot Maintenance Program	30,000	5,000	
790	Library	13,300	17,800	
901	Capital Detail	0	282,705	
Total General Fund		8,336,278	8,335,543	735

Fund #101
General Fund

CITY OF MUSKEGON HEIGHTS – FY2021

GENERAL REVENUES

#101-000-452 Franchise Fees \$ 84,000.00

Comcast Cable Company-quarterly cable franchise fees

#101-000-455 Liquor License Fees \$ 11,000.00

Annual receipts for liquor license fees at Muskegon Heights businesses

#101-000-574 State Revenue Sharing \$1,548,565.00

Bimonthly payments from the State of Michigan that includes a constitutional payment based upon the City's 2010 population and a specific calculated distribution rate and a CVT (City, Village, Township) payment (former Economic Vitality Incentive Program) that requires Accountability & Transparency reporting on a timely basis.

#101-000-574-001 State Revenue Sharing-Excise Tax \$ 150,000.00

State of Michigan funded tax based on the number of operating Adult Use MJ centers

#101-000-574-005 Revenue Sharing-Metro Act \$ 45,000.00

Annual payment from the State of Michigan for maintenance of all the City's right of ways.

#101-000-666-003 Dividends-Liability Insurance \$ 15,000.00

The Michigan Municipal League has been refunding dividends for the last 3-4 years based on claims and earnings from the pool of all municipalities.

#101-000-668	Rent	\$ 40,000.00
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Rent is received from Verizon Wireless for a cell tower on top of the City's water tower. Rent is also received from Consumers Energy for office space at City Hall and Lamar Companies for billboards on Sherman Blvd.

#101-000-668-001, 003	Equipment Rental-Routine & Winter	\$ 160,000.00
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Equipment rent is received from Major & Local Street funds for the use of street sweepers, plow trucks, asphalt patching kettle, etc. to maintain the streets in the City. All City equipment is recorded as assets of the General Fund and are rented to Major & Local Streets based on a rental rate established by the State of Michigan.

#101-000-676-209,590,591,592	Contributions from other Funds	\$ 386,000.00
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Contributions from the Cemetery, Sewer, Water and Water Supply Funds covers the costs incurred by the General Fund for all processing of payroll, accounts payable, community policing, etc.

#101-000-699-705	Transfer from Income Tax Fund	\$ 1,200,000.00
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Income tax proceeds received net of any refunds processed.

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 000						
101-000-452.000	FRANCHISE FEES	85,000	63,437	84,000	84,000	
101-000-455.000	LIQUOR LICENSE FEES	9,000	9,428	9,500	11,000	
101-000-574.000	STATE REVENUE SHARING	1,562,785	1,451,956	1,548,565	1,548,565	
101-000-574.001	MJ REVENUE SHARING-EXCISE TAX				150,000	
101-000-574.005	REVENUE SHARING-METRO ACT	40,000	47,259	45,000	45,000	
101-000-665.000	INTEREST EARNED	200	671	300	300	
101-000-666.001	DIVIDEND-WORKER'S COMPENSATIO		15,845			
101-000-666.003	DIVIDENDS-LIABILITY INSURANCE	20,000		15,000	15,000	
101-000-668.000	RENT	40,000	37,457	40,000	40,000	
101-000-668.001	EQUIPMENT RENTAL - ROUTINE	115,000	123,468	120,000	120,000	
101-000-668.003	EQUIPMENT RENTAL - WINTER	90,000	38,022	40,000	40,000	
101-000-673.000	SALE OF FIXED ASSETS	1,000	796	1,000	1,000	
101-000-676.209	CONTRIBUTIONS FROM OTHER FUND	10,000	10,000	10,000	10,000	
101-000-676.590	CONTRIBUTIONS FROM OTHER FUND	126,000	126,000	126,000	126,000	
101-000-676.591	CONTRIBUTIONS FROM OTHER FUND	110,000	110,000	110,000	110,000	
101-000-676.592	CONTRIBUTIONS FROM OTHER FUND	140,000	140,000	140,000	140,000	
101-000-677.716	HEALTH INS CO-PAY REIMBURSE	1,500	3,977	3,000	3,000	
101-000-694.000	OTHER REVENUE	7,000	4,875	5,000	5,000	
101-000-699.705	TRANSFER FROM INCOME TAX FUND	1,000,000	880,000	1,100,000	1,200,000	
Totals for dept 000 -		3,357,485	3,063,191	3,397,365	3,648,865	

CITY OF MUSKEGON HEIGHTS – FY2021

CITY COUNCIL

#101-101-702,704	Salaries & Wages	\$24,120.00
	Annual stipend of \$3,240.00 per Councilmember and \$30.00 per special/work session meeting.	
#101-101-804	Dues & Subscriptions	\$ 7,000.00
	Annual Michigan Municipal League Dues & Other Councilmember individual dues	
#101-101-850	Communications	\$ 2,300.00
	Monthly Ipad service	
#101-101-881	Registration Fees	\$ 1,000.00
	Councilmember registrations for conferences	
#101-101-957	Education & Training	\$ 4,000.00
	Training/conferences for Councilmembers	

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 101 - CITY COUNCIL						
101-101-702.000	SALARIES & WAGES	19,440	19,648	19,440	19,440	
101-101-704.000	OTHER PAY	4,680	2,347	4,680	4,680	
101-101-715.000	SOCIAL SECURITY	1,800	1,733	1,846	1,846	
101-101-719.000	WORKER'S COMPENSATION	58	46	58	58	
101-101-741.000	OPERATING SUPPLIES	500	531	500	500	
101-101-801.000	PROFESSIONAL SERVICES		100			
101-101-804.000	DUES & SUBSCRIPTIONS	5,000	6,904	5,000	7,000	
101-101-850.000	COMMUNICATIONS	2,000	2,091	2,000	2,300	
101-101-873.000	TRAVEL EXPENSE	4,000				
101-101-881.000	REGISTRATION FEES	1,000		1,000	1,000	
101-101-957.000	EDUCATION & TRAINING	4,000	1,000	2,000	4,000	
101-101-999.220	20% BUDGET REDUCTION	(8,496)				
Totals for dept 101 - CITY COUNCIL		33,982	34,400	36,524	40,824	

CITY OF MUSKEGON HEIGHTS – FY2021

MAYOR

#101-171-702,704	Salaries & Wages	\$ 5,600.00
	Annual stipend of \$4,560.00 and \$40.00 per special/work session meeting.	
#101-171-804	Dues & Subscriptions	\$ 200.00
	Annual dues for the Mayor for different organizations	
#101-171-880	Community Promotions	\$ 200.00
	Community Activities (i.e. MLK sledding day)	
#101-171-957	Education & Training	\$ 1,000.00
	Training/conferences for the Mayor	

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 171 - MAYOR						
101-171-702.000	SALARIES & WAGES					
101-171-704.000	OTHER PAY	4,560	4,385	4,560	4,560	
101-171-715.000	SOCIAL SECURITY	1,040	874	1,040	1,040	
101-171-719.000	WORKER'S COMPENSATION	429	409	429	429	
101-171-741.000	OPERATING SUPPLIES	14	3	14	14	
101-171-804.000	DUES & SUBSCRIPTIONS		94	100	100	
101-171-873.000	TRAVEL EXPENSE	500	85	200	200	
101-171-880.000	COMMUNITY PROMOTION	2,000				
101-171-957.000	EDUCATION & TRAINING		382	200	200	
101-171-999.220	20% BUDGET REDUCTION	1,000		1,000	1,000	
		(1,909)				
Totals for dept 171 - MAYOR		7,634	6,232	7,543	7,543	

CITY OF MUSKEGON HEIGHTS – FY2021

CITY MANAGER

#101-172-702	Salaries & Wages	\$ 141,460.00
	Annual salary for the City Manager & Executive Assistant to the City Manager (reduction to CM salary of \$5,000.00)	
#101-172-702	Office Supplies	\$ 2,000.00
	Misc office supplies	
#101-172-804	Dues & Subscriptions	\$ 2,000.00
	Dues for the City Manager to different organizations	
#101-172-850	Communications	\$ 1,700.00
	Monthly communications costs for the City Manager per contract	
#101-172-860	Transportation	\$ 5,400.00
	Monthly vehicle allowance for the City Manager per contract	
#101-172-873	Travel Expense	\$ 0.00
	Travel for the City Manager to attend annual ICMA and MME Conferences-removed from budget	
#101-172-880	Community Promotion	\$ 4,500.00
	Promotional goods/services; Citizens Academy	

#101-172-940	Lease Payments	\$ 2,100.00
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Monthly copier lease payments

#101-172-957	Education & Training	\$ 1,500.00
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Registration fees for ICMA, MME and any other training/conferences for the City Manager

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 172 - CITY MANAGER						
101-172-528.002	COVID-PAYROLL REIMBURSEMENT PROGR		3,195			
101-172-626.000	CHARGES - SERVICES		170			
101-172-677.000	REIMBURSEMENTS		1,140			
101-172-677.716	HEALTH INS CO-PAY REIMBURSE	4,345	3,977	4,540	4,540	
Totals for dept 172 - CITY MANAGER		4,345	8,482	4,540	4,540	

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 172 - CITY MANAGER						
101-172-702.000	SALARIES & WAGES	144,133	143,818	146,458	141,460	
101-172-703.000	LONGEVITY	2,394	2,363	3,568	3,568	
101-172-706.000	VACATION PAY		143			
101-172-708.000	HOLIDAY PAY		4,838			
101-172-715.000	SOCIAL SECURITY	11,363	11,891	11,477	11,095	
101-172-716.000	HOSPITALIZATION	23,927	24,339	24,900	24,900	
101-172-717.000	LIFE INSURANCE	588	236	480	480	
101-172-718.000	RETIREMENT (MERS/ICMA)	5,985	6,482	6,100	5,740	
101-172-719.000	WORKER'S COMPENSATION	1,045	842	924	886	
101-172-720.000	UNEMPLOYMENT	11	16	90	90	
101-172-721.000	OTHER FRINGE BENEFITS	2,192	1,359	1,586	1,586	
101-172-727.000	OFFICE SUPPLIES	1,000	2,667	2,000	2,000	
101-172-728.000	COPY COST	700	1,025	1,250	1,250	
101-172-730.000	POSTAGE	300	82	150	150	
101-172-741.000	OPERATING SUPPLIES	500	563	500	500	
101-172-775.000	REPAIR & MAINTENANCE SUPPLIES		9			
101-172-801.000	PROFESSIONAL SERVICES	500	1,371	1,000	5,000	
101-172-804.000	DUES & SUBSCRIPTIONS	4,000	950	4,000	2,000	
101-172-850.000	COMMUNICATIONS	1,000	1,490	1,700	1,700	
101-172-860.000	TRANSPORTATION	5,400	5,400	5,400	5,400	
101-172-873.000	TRAVEL EXPENSE	2,000	1,246	2,000		
101-172-880.000	COMMUNITY PROMOTION	1,500	876	1,500	4,500	
101-172-930.000	REPAIR & MAINTENANCE CONTRACT		146	200	200	
101-172-940.000	LEASE PAYMENTS	2,100	1,747	2,100	2,100	
101-172-943.000	RELOCATION EXPENSES		312			
101-172-956.000	MISCELLANEOUS EXPENSE	100		100	500	
101-172-957.000	EDUCATION & TRAINING	2,000		2,000	1,500	
101-172-999.220	20% BUDGET REDUCTION	(42,548)				
Totals for dept 172 - CITY MANAGER		170,190	214,211	219,483	216,605	

CITY OF MUSKEGON HEIGHTS – FY2021

PERSONNEL

#101-173-801	Professional Services	\$ 5,000.00
	Physicals required for newly hired employees	
#101-173-818	Contractual Services	\$ 10,000.00
	Recruitment for employment positions	
#101-173-826	Legal Expense	\$ 8,000.00
	Labor attorney fees for contract/grievance negotiations	
#101-173-901	Printing & Publishing	\$ 1,000.00
	Advertising for employment positions	

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 173 - PERSONNEL DEPARTMENT						
101-173-730.000	POSTAGE	100	7			
101-173-741.000	OPERATING SUPPLIES	500				
101-173-801.000	PROFESSIONAL SERVICES	5,000	21,975	5,000	5,000	
101-173-818.000	CONTRACTUAL SERVICES				10,000	
101-173-826.000	LEGAL EXPENSE			10,000	8,000	
101-173-901.000	PRINTING/PUBLISHING/ADVERTISI	1,500	165	1,000	1,000	
101-173-915.000	INSURANCE DEDUCTIBLE EXPENSES		50,000			
101-173-999.220	20% BUDGET REDUCTION	(1,420)				
Totals for dept 173 - PERSONNEL DEPARTMENT		5,680	72,147	16,000	24,000	

CITY OF MUSKEGON HEIGHTS – FY2021

ELECTIONS

#101-191-707	Seasonal & Part Time	\$ 10,000.00
	Stipends for Election workers-3 Elections	
#101-191-730	Postage	\$ 1,900.00
	Postage for mailing of absentee ballots	
#101-191-741	Operating Supplies	\$ 2,000.00
	Supplies for each election	
#101-191-901	Printing & Publishing	\$ 1,000.00
	Ballot printing for the elections	

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 191 - ELECTIONS						
101-191-528.003	ELECTIONS COVID RESPONSE GRANT		13,055			
101-191-626.000	CHARGES - SERVICES	5,000				
101-191-677.000	REIMBURSEMENTS		4,975			
Totals for dept 191 - ELECTIONS		5,000	18,030			

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 191 - ELECTIONS						
101-191-707.000	SEASONAL AND PART TIME	10,000	15,325	10,000	10,000	
101-191-709.000	OVERTIME		752			
101-191-715.000	SOCIAL SECURITY		56			
101-191-730.000	POSTAGE	1,500	1,252	1,500	1,900	
101-191-741.000	OPERATING SUPPLIES	1,500	5,612	1,500	2,000	
101-191-801.000	PROFESSIONAL SERVICES		619			
101-191-901.000	PRINTING/PUBLISHING/ADVERTISI	1,000		1,000	1,000	
101-191-999.220	20% BUDGET REDUCTION	(2,800)				
Totals for dept 191 - ELECTIONS		11,200	23,616	14,000	14,900	

CITY OF MUSKEGON HEIGHTS – FY2021

CITY WIDE EMERGENCY REHAB

This department is utilized for receipts and payments of the DTE furnace replacement program. This department will continue to have a budget for FY2021 in the amount of \$35,000.00 each in revenues and expenses. This is a reimbursement program and the City earns a small administration fee from each project for the facilitation of the program.

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 200 - CITY WIDE EMERGENCY REHAB						
101-200-674.000	CONTRIBUT. FROM PUBLIC SOURCES	15,000	71,188	35,000	35,000	
Totals for dept 200 - CITY WIDE EMERGENCY REHAB		15,000	71,188	35,000	35,000	

FY2021 RECOMMENDED BUDGET
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APPROPRIATIONS						
Dept 200 - CITY WIDE EMERGENCY REHAB						
101-200-801.000	PROFESSIONAL SERVICES	15,000	16,100	35,000	35,000	
101-200-999.220	TAXES ABATED & WRITTEN OFF	(3,000)				
Totals for dept 200 - CITY WIDE EMERGENCY REHAB		12,000	16,100	35,000	35,000	

CITY OF MUSKEGON HEIGHTS – FY2021

CITY INCOME TAX

#101-208-727	Office Supplies	\$ 350.00
	Ink Cartridges, Pens, Copy Paper, supplies to transition to web based receipting & tax form filing.	
#101-208-730	Postage	\$ 2,000.00
	Mailing of income tax forms & refund checks	
#101-208-801	Professional Services	\$ 6,000.00
	Services for the e-filing of City tax returns for City residents	
#101-208-901	Printing/Publishing	\$ 4,000.00
	Printing of tax forms	
#101-208-930	Repair & Maintenance Contract	\$ 700.00
	Annual software maintenance/support for income tax program	

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
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ESTIMATED REVENUES						
Dept 208 - INCOME TAX DEPARTMENT						
101-208-677.716	HEALTH INS CO-PAY REIMBURSE	1,449	1,326	1,520	1,520	
Totals for dept 208 - INCOME TAX DEPARTMENT		1,449	1,326	1,520	1,520	

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
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GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 208 - INCOME TAX DEPARTMENT						
101-208-702.000	SALARIES & WAGES	44,250	36,140	43,472	43,472	
101-208-703.000	LONGEVITY	1,747	1,724	2,608	2,608	
101-208-705.000	SICK PAY		747			
101-208-706.000	VACATION PAY		1,120			
101-208-708.000	HOLIDAY PAY		2,432			
101-208-715.000	SOCIAL SECURITY	3,520	3,282	3,526	3,526	
101-208-716.000	HOSPITALIZATION	7,244	7,684	8,000	8,000	
101-208-717.000	LIFE INSURANCE	114	113	135	135	
101-208-718.000	RETIREMENT (MERS/ICMA)	10,485	6,650	12,118	12,118	
101-208-719.000	WORKER'S COMPENSATION	208	142	199	199	
101-208-720.000	UNEMPLOYMENT	6	5	45	45	
101-208-721.000	OTHER FRINGE BENEFITS	347	275	331	331	
101-208-727.000	OFFICE SUPPLIES	700	37	350	350	
101-208-730.000	POSTAGE	2,500	1,552	2,000	2,000	
101-208-741.000	OPERATING SUPPLIES	700	306	600	600	
101-208-801.000	PROFESSIONAL SERVICES	4,500	7,124	6,000	6,000	
101-208-873.000	TRAVEL EXPENSE	500		200	200	
101-208-901.000	PRINTING/PUBLISHING/ADVERTISI	4,500		5,000	4,000	
101-208-930.000	REPAIR & MAINTENANCE CONTRACT	400		300	700	
101-208-957.000	EDUCATION & TRAINING	100		100	100	
101-208-999.220	20% BUDGET REDUCTION	(16,364)				
Totals for dept 208 - INCOME TAX DEPARTMENT		65,457	69,333	84,984	84,384	

CITY OF MUSKEGON HEIGHTS – FY2021

ASSESSOR'S OFFICE

#101-209-727	Office Supplies	\$ 250.00
	Ink Cartridges, Pens, Copy Paper	
#101-209-730	Postage	\$ 1,800.00
	Mailing of property assessment change notices	
#101-209-801	Professional Services	\$ 1,000.00
	Annual Board of Review Services	
#101-209-804	Dues & Subscriptions	\$ 3,800.00
	GIS Assessing Consortium membership	
#101-209-818	Contractual Services	\$ 46,410.00
	Contracted Assessing Services-Mr. Robert Jackson (no change from FY2020)	
#101-209-901	Printing/Publishing	\$ 1,800.00
	Printing of property assessment change notices and advertising for Board of Review schedule.	
#101-209-930	Repair & Maintenance Contract	\$ 2,300.00
	Annual software maintenance/support-Assessing software	

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
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ESTIMATED REVENUES						
Dept 209 - ASSESSOR						
101-209-677.716	HEALTH INS CO-PAY REIMBURSE	725	123	760	760	
101-209-694.000	OTHER REVENUE		15			
Totals for dept 209 - ASSESSOR		725	138	760	760	

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 209 - ASSESSOR						
101-209-702.000	SALARIES & WAGES	19,257	15,436	19,445	19,445	
101-209-705.000	SICK PAY		283			
101-209-706.000	VACATION PAY		234			
101-209-708.000	HOLIDAY PAY		691			
101-209-715.000	SOCIAL SECURITY	1,474	1,295	1,488	1,488	
101-209-716.000	HOSPITALIZATION	3,622	3,842	3,800	3,800	
101-209-716.100	HOSPITALIZATION - RETIREES	7,072	9,723	7,104	7,104	
101-209-717.000	LIFE INSURANCE			33	33	
101-209-717.100	LIFE INSURANCE-RETIREE	56	51	70	70	
101-209-718.000	RETIREMENT (MERS/ICMA)	4,659	2,725			
101-209-719.000	WORKER'S COMPENSATION	88	56	88	88	
101-209-720.000	UNEMPLOYMENT	6	3	23	23	
101-209-721.000	OTHER FRINGE BENEFITS	347	138	167	167	
101-209-727.000	OFFICE SUPPLIES	300	126	250	250	
101-209-730.000	POSTAGE	2,100	1,821	2,100	1,800	
101-209-741.000	OPERATING SUPPLIES	600	(40)	400	400	
101-209-801.000	PROFESSIONAL SERVICES	1,000	800	1,000	1,000	
101-209-804.000	DUES & SUBSCRIPTIONS			3,800	3,800	
101-209-818.000	CONTRACTUAL SERVICES	46,410	44,540	46,410	46,410	
101-209-901.000	PRINTING/PUBLISHING/ADVERTISI	1,800	1,644	1,800	1,800	
101-209-930.000	REPAIR & MAINTENANCE CONTRACT	1,000	2,090	2,300	2,300	
101-209-970.000	CAPITAL OUTLAY	3,000				
101-209-999.220	20% BUDGET REDUCTION	(18,558)				
Totals for dept 209 - ASSESSOR		74,233	85,458	90,278	89,978	

CITY OF MUSKEGON HEIGHTS – FY2021

ATTORNEY SERVICES

#101-210-818	Contractual Services	\$ 40,000.00
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City attorney fees for general services provided; attendance at City Council meetings; additional 40 hours per month of other issues.

#101-210-818-301	Contractual Services	\$ 60,000.00
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Attorney services for prosecutions and police related issues.

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 210 - ATTORNEY SERVICES						
101-210-677.000	REIMBURSEMENTS		3,226			
Totals for dept 210 - ATTORNEY SERVICES			3,226			

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 210 - ATTORNEY SERVICES						
101-210-801.000	PROFESSIONAL SERVICES		4,417			
101-210-818.000	CONTRACTUAL SERVICES	72,000	85,924	60,000	40,000	
101-210-818.301	CONTRACTUAL SERVICES-PROSECUTION				60,000	
101-210-999.220	20% BUDGET REDUCTION	(14,400)				
Totals for dept 210 - ATTORNEY SERVICES		57,600	90,341	60,000	100,000	

CITY OF MUSKEGON HEIGHTS – FY2021

CITY CLERK

#101-215-451	Business Licenses	\$ 21,500.00
	Renewal/New applications for business licenses (215 business licenses at \$65.00 and 10 waste hauler licenses at \$750.00)	
#101-215-451-001	Business Licenses-Rental Property	\$ 6,630.00
	Business license fees for Property Management & Rental Property businesses	
#101-215-741	Operating Supplies	\$ 1,000.00
	Miscellaneous supplies outside of office supplies	
#101-215-804	Dues & Subscriptions	\$ 100.00
	Renewal of County/State clerk dues	
#101-215-957	Education & Training	\$ 500.00
	Fees for conferences/meetings	

This department funds a full time City Clerk and utilizes the Financial Analyst position from the Finance Department at election time to supplement staff with a Deputy Clerk.

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 215 - CITY CLERK						
101-215-451.000	BUSINESS LICENSES	12,000	14,200	14,000	21,500	
101-215-451.001	BUSINESS LICENSES-RENTAL PROPERTY				6,630	
101-215-626.000	CHARGES - SERVICES		60			
101-215-677.716	HEALTH INS CO-PAY REIMBURSE	2,100	1,203	1,520	1,520	
Totals for dept 215 - CITY CLERK		14,100	15,463	15,520	29,650	

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 215 - CITY CLERK						
101-215-702.000	SALARIES & WAGES	57,328	47,091	60,000	56,220	
101-215-703.000	LONGEVITY	4,527	3,913	4,498	4,500	
101-215-705.000	SICK PAY	1,306	1,757	1,200	1,200	
101-215-706.000	VACATION PAY	3,047	4,040	3,000	3,000	
101-215-708.000	HOLIDAY PAY		3,151			
101-215-709.000	OVERTIME		118			
101-215-715.000	SOCIAL SECURITY	5,065	4,680	4,966	4,970	
101-215-716.000	HOSPITALIZATION	7,244	7,684	8,000	8,000	
101-215-716.100	HOSPITALIZATION - RETIREES	3,536	3,241	3,060	3,060	
101-215-717.000	LIFE INSURANCE	146	145	170	170	
101-215-717.100	LIFE INSURANCE-RETIREE	56	51	60	60	
101-215-718.000	RETIREMENT (MERS/ICMA)	30,383	19,587	40,700	40,700	
101-215-719.000	WORKER'S COMPENSATION	298	195	280	280	
101-215-720.000	UNEMPLOYMENT	6	5	45	45	
101-215-721.000	OTHER FRINGE BENEFITS	347	275	331	331	
101-215-727.000	OFFICE SUPPLIES		303			
101-215-730.000	POSTAGE	300	73	200	200	
101-215-741.000	OPERATING SUPPLIES	500	936	500	1,000	
101-215-801.000	PROFESSIONAL SERVICES		60			
101-215-804.000	DUES & SUBSCRIPTIONS	100	60	100	100	
101-215-881.000	REGISTRATION FEES	100				
101-215-930.000	REPAIR & MAINTENANCE CONTRACT		285			
101-215-957.000	EDUCATION & TRAINING	500		500	500	
101-215-999.220	20% BUDGET REDUCTION	(22,958)				
Totals for dept 215 - CITY CLERK		91,831	97,650	127,610	124,336	

CITY OF MUSKEGON HEIGHTS – FY2021

FINANCE DEPARTMENT

#101-223-727	Office Supplies	\$	500.00
	Ink Cartridges, Pens, Copy Paper		
#101-223-730	Postage	\$	800.00
	Mailing of Accounts Payable Vendor Payments		
#101-223-741	Operating Supplies	\$	600.00
	Purchase order forms, W-2 forms, A/P & Payroll check forms		
#101-223-801	Professional Services	\$	40,000.00
	Audit & Actuarial Services		
#101-223-818	Contractual Services	\$	28,000.00
	Utilization of consulting services during the transition to new Finance staff		
#101-223-901	Printing/Publishing	\$	250.00
	Advertising for annual budget notice		
#101-223-930	Repair & Maintenance Contract	\$	4,850.00
	Annual software maintenance/support-all Finance programs		

#101-223-957

Education & Training

\$ 4,000.00

Fund accounting training for support staff

Department is staffed with a full time Assistant Finance Director and a part time Financial Analyst. The Financial Analyst position serves as the Deputy City Clerk during times of elections.

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 223 - FINANCE DEPARTMENT						
101-223-677.000	REIMBURSEMENTS		3,780			
101-223-677.716	HEALTH INS CO-PAY REIMBURSE	8,027	3,609	4,540	4,540	
Totals for dept 223 - FINANCE DEPARTMENT		8,027	7,389	4,540	4,540	

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 223 - FINANCE DEPARTMENT						
101-223-702.000	SALARIES & WAGES	119,346	66,360	90,160	80,160	
101-223-705.000	SICK PAY		2,631			
101-223-706.000	VACATION PAY		1,864			
101-223-708.000	HOLIDAY PAY		1,996			
101-223-715.000	SOCIAL SECURITY	10,073	5,775	7,840	6,135	
101-223-716.000	HOSPITALIZATION	40,138	22,094	22,700	22,700	
101-223-716.100	HOSPITALIZATION - RETIREES	12,458	12,503	12,677	12,677	
101-223-717.000	LIFE INSURANCE	440	81	220	220	
101-223-717.100	LIFE INSURANCE-RETIREE	139	127	156	156	
101-223-718.000	RETIREMENT (MERS/ICMA)	9,027	2,689	6,800	6,400	
101-223-719.000	WORKER'S COMPENSATION	573	301	462	365	
101-223-720.000	UNEMPLOYMENT	11	11	90	90	
101-223-721.000	OTHER FRINGE BENEFITS	2,692	1,068	1,400	1,400	
101-223-727.000	OFFICE SUPPLIES	1,000	235	500	500	
101-223-730.000	POSTAGE	900	443	800	800	
101-223-741.000	OPERATING SUPPLIES	600	194	600	600	
101-223-801.000	PROFESSIONAL SERVICES	40,000	37,381	40,000	40,000	
101-223-804.000	DUES & SUBSCRIPTIONS	100		100	100	
101-223-818.000	CONTRACTUAL SERVICES		8,894	10,000	28,000	
101-223-873.000	TRAVEL EXPENSE	500				
101-223-901.000	PRINTING/PUBLISHING/ADVERTISI	250		250	250	
101-223-930.000	REPAIR & MAINTENANCE CONTRACT	4,500	4,614	4,850	4,850	
101-223-957.000	EDUCATION & TRAINING	1,500		4,000	4,000	
101-223-999.220	20% BUDGET REDUCTION	(48,849)				
Totals for dept 223 - FINANCE DEPARTMENT		195,398	169,261	203,605	209,403	

CITY OF MUSKEGON HEIGHTS – FY2021

TREASURER'S OFFICE

#101-253-727	Office Supplies	\$ 200.00
	Ink Cartridges, Pens, Copy Paper	
#101-253-730	Postage	\$ 3,500.00
	Mailing of summer and winter property tax billing statements	
#101-253-741	Operating Supplies	\$ 500.00
	Cash receipt books/thermal paper for credit card machine	
#101-253-801	Professional Services	\$ 500.00
	Services for credit card machine, computer repairs	
#101-253-901	Printing/Publishing	\$ 2,500.00
	Printing of summer and winter property tax statements	
#101-253-930	Repair & Maintenance Contract	\$ 2,900.00
	Annual software maintenance/support-cash receipting/tax programs	
#101-223-970	Education & Training	\$ 500.00
	Fund accounting training for staff	

Department is staffed with a full time Account Clerk II and is responsible for collecting all utility billings, property tax payments, inspection fees and miscellaneous receipts from the Police & Fire Departments.

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 253 - TREASURER						
101-253-626.000	CHARGES - SERVICES	250	354	250	250	
101-253-677.716	HEALTH INS CO-PAY REIMBURSE	1,449	1,326	1,520	1,520	
Totals for dept 253 - TREASURER		1,699	1,680	1,770	1,770	

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 253 - TREASURER						
101-253-702.000	SALARIES & WAGES	30,146	25,694	35,568	35,568	
101-253-705.000	SICK PAY		262			
101-253-706.000	VACATION PAY		685			
101-253-708.000	HOLIDAY PAY		1,673			
101-253-709.000	OVERTIME	200	1,247	3,240	3,240	
101-253-715.000	SOCIAL SECURITY	2,323	2,230	2,970	2,970	
101-253-716.000	HOSPITALIZATION	7,244	7,684	7,600	7,600	
101-253-717.000	LIFE INSURANCE	71	61	72	72	
101-253-718.000	RETIREMENT (MERS/ICMA)	6,930	4,842	9,340	9,340	
101-253-719.000	WORKER'S COMPENSATION	137	97	175	175	
101-253-720.000	UNEMPLOYMENT	6	5	45	45	
101-253-721.000	OTHER FRINGE BENEFITS	347	275	335	335	
101-253-727.000	OFFICE SUPPLIES	200	192	200	200	
101-253-730.000	POSTAGE	3,500	3,272	3,500	3,500	
101-253-741.000	OPERATING SUPPLIES	250	336	500	500	
101-253-801.000	PROFESSIONAL SERVICES	1,000	1,326	500	500	
101-253-901.000	PRINTING/PUBLISHING/ADVERTISI	2,300	14	2,500	2,500	
101-253-930.000	REPAIR & MAINTENANCE CONTRACT	1,600	2,764	2,900	2,900	
101-253-957.000	EDUCATION & TRAINING	500		500	500	
101-253-999.220	20% BUDGET REDUCTION	(11,351)				
Totals for dept 253 - TREASURER		45,403	52,659	69,945	69,945	

CITY OF MUSKEGON HEIGHTS – FY2021

DATA PROCESSING

#101-258-741	Operating Supplies	\$ 3,000.00
	Computer supplies for City wide data systems	
#101-258-801	Professional Services	\$ 25,000.00
	Rebuild City website and website updates; added computer users; community communication.	
#101-258-818-002	Contractual Services-Technology	\$ 15,000.00
	IT services – Muskegon Central Dispatch	
#101-258-970	Capital outlay	\$ 8,000.00
	Additional PC's for DPW & iPads for City Council	

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 258 - DATA PROCESSING						
101-258-727.000	OFFICE SUPPLIES	500				
101-258-741.000	OPERATING SUPPLIES	2,500	1,366	4,000	3,000	
101-258-775.000	REPAIR & MAINTENANCE SUPPLIES	1,500		1,500	1,500	
101-258-801.000	PROFESSIONAL SERVICES	25,000	31,111	60,000	25,000	
101-258-818.002	CONTRACTUAL SERVICES - TECHNOLOGY				15,000	
101-258-930.000	REPAIR & MAINTENANCE CONTRACT		300			
101-258-970.000	CAPITAL OUTLAY	45,000		8,000	8,000	
101-258-999.220	20% BUDGET REDUCTION	(14,900)				
Totals for dept 258 - DATA PROCESSING		59,600	32,777	73,500	52,500	

CITY OF MUSKEGON HEIGHTS – FY2021

BUILDING & GROUNDS (CITY HALL)

#101-265-741	Operating Supplies	\$ 12,000.00
	Janitorial Supplies, landscape supplies for City Hall; rug replacements; paper products	
#101-265-775	Repair & Maintenance Supplies	\$ 8,500.00
	Light bulbs; lift rental; ceiling tiles; plumbing flusher upgrades; replace/repair door closures & electric door strike replacements	
#101-265-801	Professional Services	\$ 30,000.00
	Pest control; garage door maintenance; sprinkler system repairs;	
#101-265-818	Contractual Services	\$ 14,000.00
	Contracted Janitorial Services	
#101-265-920	Utilities	\$ 50,000.00
	Electric/gas/water utilities at City Hall	
#101-265-930	Repair & Maintenance Contract	\$ 45,000.00
	Quarterly maintenance on HVAC (heating & air conditioning system) at City Hall	

#101-265-970

Capital Outlay

\$ 30,000.00

City Hall Council Chambers carpet replacement; Police Dept stair repairs; City Hall restroom upgrades (counters, mirrors); replace Fire Dept garage door.

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 265 - BUILDING & GROUNDS						
101-265-707.000	SEASONAL AND PART TIME	6,000	4,572	25,848	9,000	
101-265-715.000	SOCIAL SECURITY	800	350		765	
101-265-719.000	WORKER'S COMPENSATION	150	24		57	
101-265-720.000	UNEMPLOYMENT	100	2		40	
101-265-741.000	OPERATING SUPPLIES	12,000	15,778	15,000	12,000	
101-265-775.000	REPAIR & MAINTENANCE SUPPLIES	8,500	2,305	8,500	8,500	
101-265-801.000	PROFESSIONAL SERVICES	30,000	38,913	40,000	30,000	
101-265-818.000	CONTRACTUAL SERVICES		3,614	4,000	14,000	
101-265-818.001	CONTRACTUAL SERVICES - BLDG&GROUN			2,000	2,000	
101-265-920.000	UTILITIES	60,000	64,210	68,000	50,000	
101-265-930.000	REPAIR & MAINTENANCE CONTRACT	40,000	37,095	40,000	45,000	
101-265-970.000	CAPITAL OUTLAY	45,000	550	45,000	30,000	
101-265-999.220	20% BUDGET REDUCTION	(40,510)				
Totals for dept 265 - BUILDING & GROUNDS		162,040	167,413	248,348	201,362	

CITY OF MUSKEGON HEIGHTS – FY2021

MMFLA-MEDICAL MARIJUANA (272)

RECREATIONAL MARIJUANA (273)

MIVEDA for MARIJUANA (274)

#101-272-475	License Fees	\$ 50,000.00
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Licensing fees for approved medical marijuana facilities (revenue)

#101-273-475	License Fees	\$ 125,000.00
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Licensing fees for approved adult use marijuana facilities (revenue)

#101-274-675	Contribution from Private Sources	\$ 300,000.00
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Marijuana Industry Voluntary Economic Development Agreement (MIVEDA) commits those that sign the voluntary agreement to putting a minimum of \$20,000.00 into a fund to be used by the City for key projects and economic development.

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 272 - MMFLA - MEDICAL MJ						
101-272-475.000	MARIJUANA LICENSE FEES	75,000	30,000	25,000	50,000	
101-272-603.000	CHARGES -FOR SERVICES - ADMIN		100			
Totals for dept 272 - MMFLA - MEDICAL MJ		75,000	30,100	25,000	50,000	

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 272 - MMFLA - MEDICAL MJ						
101-272-741.272	OPERATING SUPPLIES-MMFLA		2,000			
Totals for dept 272 - MMFLA - MEDICAL MJ			2,000			

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 274 - MIVEDA						
101-274-675.000	CONTRIB FROM PRIVATE SOURCES			300,000	300,000	
Totals for dept 274 - MIVEDA				300,000	300,000	

CITY OF MUSKEGON HEIGHTS – FY2021

GENERAL GOVERNMENT

#101-294-716-100	Hospitalization-Retirees	\$ 26,400.00
	Blue Cross & Humana Health Care Plans	
#101-294-718-000	Retirement (MERS/ICMA)	\$ 75,348.00
	MERS Plans for former employees not covered by Union Contracts	
#101-294-719-000	Workers Compensation	\$ 2,000.00
	Michigan Municipal League-Portion of expense that is left once costs are charged to appropriate fund and departments based on employee earnings.	
#101-294-721-000	Other Fringe Benefits	\$ 6,500.00
	Admin Fees for City flexible spending (funded through employee payroll deductions of the same amount)	
#101-294-730-000	Postage	\$ 3,000.00
	Postage charges not otherwise allocated to a department	
#101-294-801-000	Professional Services	\$ 3,000.00
	COBRA & third party health care administration for compliance with ACA (Affordable Care Act).	
#101-294-804-000	Dues & Subscriptions	\$ 7,200.00
	Municipal Code for online web site hosting of the City's code of ordinances; MPO due for WMSRDC	

#101-294-850-000	Communications	\$ 19,000.00
	Muskegon Central Dispatch hosting of telephone services and Frontier Communications for T1 line.	
#101-294-910-000	Insurance	\$ 153,215.00
	Michigan Municipal Liability & Property Pool Insurance annual premiums	
#101-294-940-000	Lease Payments	\$ 5,266.00
	Copier lease payments-main copier	
#101-294-950-000	Contributions to Other Gov't Units	\$ 47,359.00
	Contribution to Muskegon County for the MATS System	
#101-294-956-001	Bank Fees	\$ 32,000.00
	Fees from bank for account management with Comerica Bank; some fees associated with resident credit card fees on payments through the Treasurer's Office.	
#101-294-999-200	Taxes Abated & Written Off	\$ 1,000.00
	This expense is the total of the chargebacks for foreclosed property. Annually, when the County settles the property taxes collected and delinquent, the City receives the delinquent amount in May of each year. If the delinquent accounts are still unpaid after 3 years, the County charges the City back for any amounts that were not paid or sold.	

FY2021 RECOMMENDED BUDGET
Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 294 - GENERAL GOVERNMENT						
101-294-626.000	CHARGES - SERVICES	500	28			
101-294-677.001	INSURANCE REIMBURSEMENT	500	1,526	1,500	1,500	
101-294-694.000	OTHER REVENUE	500	2,531	500	500	
101-294-694.721	FLEX SPENDING (FSA) CONTRIBUTIONS	7,500	6,268	6,500	6,500	
Totals for dept 294 - GENERAL GOVERNMENT		9,000	10,353	8,500	8,500	

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 294 - GENERAL GOVERNMENT						
101-294-716.000	HOSPITALIZATION		812			
101-294-716.100	HOSPITALIZATION - RETIREES	24,696	22,687	26,400	26,400	
101-294-717.000	LIFE INSURANCE	100	73	100	100	
101-294-717.100	LIFE INSURANCE-RETIREE	100	51	100	100	
101-294-718.000	RETIREMENT (MERS/ICMA)	66,852	50,226	75,348	75,348	
101-294-719.000	WORKER'S COMPENSATION	5,000	1,064	2,000	2,000	
101-294-721.000	OTHER FRINGE BENEFITS	4,000	4,991	6,500	6,500	
101-294-727.000	OFFICE SUPPLIES	1,000	299	600	600	
101-294-728.000	COPY COST	150				
101-294-730.000	POSTAGE	1,000	4,744	3,000	3,000	
101-294-741.000	OPERATING SUPPLIES	2,000	781	1,200	1,200	
101-294-801.000	PROFESSIONAL SERVICES	5,000	9,968	3,000	3,000	
101-294-804.000	DUES & SUBSCRIPTIONS	4,000	7,025	7,200	7,200	
101-294-850.000	COMMUNICATIONS	19,000	6,782	21,300	19,000	
101-294-880.000	COMMUNITY PROMOTION	2,000	607	1,000	1,000	
101-294-887.000	PENALTY/INTEREST ON PYRL TAXE		724			
101-294-901.000	PRINTING/PUBLISHING/ADVERTISI		128	300	300	
101-294-910.000	INSURANCE	140,000	146,348	153,215	153,215	
101-294-920.200	UTILITIES-STRAND THEATRE	1,500	531	1,000	1,000	
101-294-930.000	REPAIR & MAINTENANCE CONTRACT	1,000	565	1,000	1,000	
101-294-940.000	LEASE PAYMENTS	5,070	3,901	5,266	5,266	
101-294-950.000	CONTRIB TO OTHER GOV'T UNITS	32,024	32,024	32,024	47,359	
101-294-955.000	PROPERTY TAX EXPENSE		17,422			
101-294-956.001	MISC - BANK FEES	32,000	27,650	32,000	32,000	
101-294-965.320	CONTRIBUTION TO OTHER FUNDS	48,750	47,946			
101-294-999.200	TAXES ABATED & WRITTEN OFF	10,000	(112)	1,000	1,000	
101-294-999.220	20% BUDGET REDUCTION	(81,048)				
Totals for dept 294 - GENERAL GOVERNMENT		324,194	387,237	373,553	386,588	

CITY OF MUSKEGON HEIGHTS – FY2021

MOTOR POOL

#101-295-775

Repair & Maintenance Supplies

\$ 25,000.00

Vehicle maintenance supplies for DPW fleet, including oil, coolants, lighting, etc.

FY2021 RECOMMENDED BUDGET
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GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 295 - MOTOR POOL						
101-295-677.000	REIMBURSEMENTS		45			
Totals for dept 295 - MOTOR POOL			45			

FY2021 RECOMMENDED BUDGET
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GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 295 - MOTOR POOL						
101-295-775.000	REPAIR & MAINTENANCE SUPPLIES	45,000	17,742	45,000	25,000	
101-295-999.220	20% BUDGET REDUCTION	(9,000)				
Totals for dept 295 - MOTOR POOL		36,000	17,742	45,000	25,000	

MUSKEGON HEIGHTS POLICE DEPARTMENT

2021 NOTABLE BUDGET NARRATIVES

101-301-702.000

Lieutenant – It is difficult to develop and enforce policies and procedures of the Muskegon Heights Police Department (MHPD) when all department teams/divisions report to the Chief. Updated written policies and directives are behind schedule and City ordinances need to be revamped. Additional duties of grant writing and training opportunities are causing stress and overtime for Commanding Officers due to the current schedule of 12 hour shifts. In some cases, key Command Officers work an additional 2 or 3 days a week depending on work schedule rotation. It is imperative that the aforementioned duties of this position are performed during the normal business work day schedule due to the fact that most of the companies MHPD does business with as well as come in contact with all does not operate on the Police Department Teams Schedule of 24/7. The Lieutenant position will allow for a more efficient business relationship while performing this most important function. We must keep in mind only certified officers/commanders are authorized to write policy and give directives to other officers so far as law enforcement is concerned. Please note, MHPD is the only law enforcement organization in the County without law enforcement second in command.

Part-Time Patrol Officers- These officers will be used for community outreach events, special/targeted patrols and full-time officer absences.

101-301-722.000

Clothing Allowance-Includes funds needed to outfit (2) new Patrol Officers, and (3) new Part-Time Patrol Officers with initial issue uniforms and equipment.

101-301-775.000

Repair & Maintenance Supplies-The daily wear and tear of patrol duties, fleet aging and the high mileage of our fleet will result in increased repair costs. Nothing in this past year was out of the ordinary for repairs. We replaced suspension parts, tires and motor mounts on most of the sedans and the Tahoe which have a combined average of 90,000 miles. I forecast we will have similar costs as the fleet ages, patrols increase and the proposed hiring of new officers which will result in increased mileage and wear and tear.

101-301-957.000

Education & Training-includes funds needed to pay for all allowable expenses incurred when attending authorized training. Only firearms

training for officers is annually state mandated. Some officers should be placed on a career track program. Most progressive and aggressive police departments have mandated annual training by local policy. In order to continually improve the skills of MHPD personnel during these times of community unrest and law enforcement mistrust, I recommend we start by developing a policy of 18 hours of mandated training for all police department personnel.

101-301-970,000

Capital Outlay- Due to the aging and high mileage of our fleet I recommend that we pursue lease options for (5) 2021 Ford Interceptor Utility Vehicles (\$13,326 per vehicle). First year lease payment and associated costs would be **\$66,631.**

This is the 4th year of a 5-year payment installment agreement with Motorola for the Body Worn Cameras. The payment for 2021 will be \$16,152.

The protective body armor that is worn by the some of the officers needs to be replaced as it is required that this armor be replaced every 5 years. The armor costs \$700 per officer.

*****The department is shearing forfeiture funds based on federal guidelines. Forfeiture funds cannot be used to supplant regular budget expenditures. Forfeiture fund expenditures must be authorized by the Chief of Police. Future projects using forfeiture funds will include assisting in scholarship costs for candidates attending the police academy*****

FY2021 RECOMMENDED BUDGET
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ESTIMATED REVENUES						
Dept 301 - POLICE DEPARTMENT						
101-301-528.001	COVID - HAZARD PAY		27,000			
101-301-528.002	COVID-PAYROLL REIMBURSEMENT PROGR		1,151			
101-301-569.000	STATE GRANTS - OTHER	3,605				
101-301-569.208	STATE GRANTS-PSN			15,000	15,000	
101-301-569.301	GRANTS- OTHER (P.A.L.)	8,240	12,290			
101-301-569.302	GRANT - JUSTICE TRAINING FUND	3,605	2,939	3,000	3,000	
101-301-569.303	G.U.N.S PROGRAM REVENUE	10,000	5,000	5,000	5,000	
101-301-589.000	FEDERAL GRANTS	25,000	2,369	25,000	25,000	
101-301-602.000	CHARGES - COST	1,500				
101-301-607.000	CHARGES - FEES					13,500
101-301-626.000	CHARGES - SERVICES	35,000	32,845	35,000	35,000	
101-301-626.301	CHARGES FOR SERVICE-SEX REGIS	7,000	3,800	4,000	7,000	
101-301-655.000	PARKING FINES AND FORFEITS	25,000	21,097	25,000	25,000	
101-301-673.000	SALE OF FIXED ASSETS		500	500	500	
101-301-675.000	CONTRIB FROM PRIVATE SOURCES	500				
101-301-677.000	REIMBURSEMENTS	15,000	13,531	15,000	15,000	
101-301-677.001	INSURANCE REIMBURSEMENT	20,000	5,492	10,000	10,000	
101-301-677.716	HEALTH INS CO-PAY REIMBURSE	33,895	32,681	30,000	30,000	
101-301-694.000	OTHER REVENUE	30,000	33,487	30,000	35,000	
101-301-694.100	MISC REV-AUCTION PROCEEDS	2,500		2,500	2,500	
101-301-694.200	MISC REVENUE-SPECIAL PROJECTS	1,500				
Totals for dept 301 - POLICE DEPARTMENT		222,345	194,182	200,000	221,500	

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 301 - POLICE DEPARTMENT						
101-301-702.000	SALARIES & WAGES	1,391,945	1,141,028	1,766,340	1,595,722	
101-301-702.101	SALARIES & WAGES	77,145	73,568	77,916	77,916	
101-301-703.000	LONGEVITY	19,250	18,785	22,820	22,820	
101-301-703.101	LONGEVITY PAY	1,523	1,510	1,559	1,559	
101-301-705.000	SICK PAY		39,534			
101-301-705.101	SICK PAY		370			
101-301-706.000	VACATION PAY		82,439			
101-301-706.101	VACATION PAY		721			
101-301-707.000	SEASONAL AND PART TIME	168,480				
101-301-707.102	SALARIES & WAGES-CROSSING GDS	3,160	822	3,160		
101-301-708.000	HOLIDAY PAY	48,000	60,170	50,000	50,000	
101-301-708.101	HOLIDAY PAY		4,265	3,500		
101-301-709.000	OVERTIME	40,000	108,556	50,000	35,000	
101-301-709.101	OVERTIME PAY		234			
101-301-715.000	SOCIAL SECURITY	35,163	29,793	48,726	40,621	
101-301-716.000	HOSPITALIZATION	216,219	235,445	293,910	250,000	
101-301-716.100	HOSPITALIZATION - RETIREES		115,131	117,012	117,012	
101-301-716.101	HOSPITALIZATION - CLERICAL	19,982	25,724	12,300	12,300	
101-301-717.000	LIFE INSURANCE	1,000	1,336	1,380	1,380	
101-301-717.100	LIFE INSURANCE-RETIREE		509	680	680	
101-301-717.101	LIFE INSURANCE - CLERICAL	120	108	120	120	
101-301-718.000	RETIREMENT (MERS/ICMA)	540,262	348,620	540,972	450,000	
101-301-718.101	RETIREMENT - CLERICAL	17,688	12,367	20,900	20,900	
101-301-719.000	WORKER'S COMPENSATION	47,546	45,802	47,865	45,561	
101-301-719.101	WORKER'S COMPENSATION-CLERICAL	342	294	342	342	
101-301-719.102	WORKER'S COMP - CROSSING GUAR	120	31	120	120	
101-301-720.000	UNEMPLOYMENT	222	166	1,830	1,830	
101-301-720.101	UNEMPLOYMENT	11	17	90	90	
101-301-720.102	UNEMPLOYMENT - CROSSING GUARD	2	1	2	2	
101-301-721.000	OTHER FRINGE BENEFITS	25,122	19,061	41,278	41,278	
101-301-722.000	CLOTHING ALLOWANCE	19,600	24,286	27,954	26,754	
101-301-722.707	CLOTHING/EQUIPMENT-PART TIME OFFI	40,000	6,897	7,356	2,452	
101-301-727.000	OFFICE SUPPLIES	3,000	1,154	3,000	3,000	
101-301-727.303	GUNS PROGRAM OFFICE SUPPLIES	2,000	3,610	2,000	2,000	
101-301-728.000	COPY COST	2,500	2,922	2,500	2,500	
101-301-730.000	POSTAGE	350	411	450	450	
101-301-741.000	OPERATING SUPPLIES	20,000	21,505	20,000	20,000	
101-301-741.207	OPERATING SUPPLIES-JAG GRANT	20,000	12,290	20,000	20,000	
101-301-741.301	OPERATING SUPPLIES - BASEBALL PRO	2,000				
101-301-741.303	GUNS PROGRAM OPERATING SUPPLIES	4,000	830	3,000	3,000	
101-301-775.000	REPAIR & MAINTENANCE SUPPLIES	44,000	21,558	44,000	22,000	
101-301-801.000	PROFESSIONAL SERVICES	10,000	4,321	10,000	10,000	
101-301-801.303	PROFESSIONAL SERVICES-PSN PROGRAM		6,574	15,000	15,000	
101-301-804.000	DUES & SUBSCRIPTIONS	500	270	500	500	
101-301-818.000	CONTRACTUAL SERVICES	60,000	78,509	80,000	80,000	
101-301-818.002	CONTRACTUAL SERVICES - TECHNOLOGY	12,000		12,000	10,000	
101-301-850.000	COMMUNICATIONS	8,000	6,889	8,000	8,000	
101-301-860.000	TRANSPORTATION	30,000	28,188	30,000	30,000	
101-301-873.000	TRAVEL EXPENSE	1,000	372	1,000	1,000	
101-301-873.303	GUNS PROGRAM TRAVEL EXPENSES	2,000	227			
101-301-880.000	COMMUNITY PROMOTION	1,000				
101-301-881.000	REGISTRATION FEES	500	52	500	500	
101-301-901.000	PRINTING/PUBLISHING/ADVERTISI	2,000	1,037	2,000	2,000	

FY2021 RECOMMENDED BUDGET
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GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 301 - POLICE DEPARTMENT						
101-301-901.303	GUNS PROGRAM PRINTING AND PUBLISH	2,000				
101-301-930.000	REPAIR & MAINTENANCE CONTRACT	25,000	24,970	25,000	25,000	
101-301-940.000	LEASE PAYMENTS	18,000		31,000	31,000	
101-301-940.100	LEASE PAYMENTS-POLICE CRUISER	9,722	9,722	9,722	9,722	
101-301-957.000	EDUCATION & TRAINING	22,000	4,568	20,000	20,000	
101-301-957.707	TRAINING-PART TIME OFFICERS	40,000	16,580	42,250	25,350	
101-301-970.000	CAPITAL OUTLAY	45,000	32,559	93,280	70,000	
101-301-999.220	20% BUDGET REDUCTION	(619,895)				
Totals for dept 301 - POLICE DEPARTMENT		2,479,579	2,676,708	3,613,334	3,205,481	

CITY OF MUSKEGON HEIGHTS – FY2021

FIRE DEPARTMENT

#101-336-741	Operating Supplies	\$ 20,000.00
	Station supplies (paper products, toner, batteries, cleaning supplies, medical equipment), tools, grinder & small station tools, extinguisher refills, replace gas detector sensors; revamp PPE storage (lockers)	
#101-336-775	Repair & Maintenance Supplies	\$ 40,000.00
	Annual B-maintenance on fire trucks; SCBA repairs; Fire truck repairs (due to age of trucks)	
#101-336-801	Professional Services	\$ 6,500.00
	Ladder testing; pump testing; SCBA flow testing; medical physicals & TB tests	
#101-336-804	Dues & Subscriptions	\$ 2,500.00
	Inspector Association (two memberships), Muskegon Area Chief's Assoc, ICC Codes Department, NFPA Dept.	
#101-336-818	Contractual Services	\$ 10,000.00
	Monthly fees for Muskegon Central Dispatch	
#101-336-880	Community Promotion	\$ 3,000.00
	Open house supplies (booklets, flyers), Halloween party supplies, smoke alarms & fire extinguishers to be installed in residences.	

#101-336-957 Education & Training \$ 20,000.00

Various training and required CEU classes, Chief's conference, arson conference, winter & fall inspector conference, fire instructor classes, Blue Card, ICS 300 class; union contract tuition reimbursement for qualified classes

#101-336-970 Capital Outlay \$ 180,000.00

3 sets of PPE turn out gear; new hire PPE sets (2); SCBA replacement; AED updates; battery extrication tool (Hurst combined tool & ram); rescue equipment replacement (ropes, cribbing, harnesses); washer & dryer for non-gear items; refrigerator for the department kitchen

Staffing Levels for Fire Department:

- 1 Fire Chief
- 3 Fire Command Officers (Lieutenant)
- 5 Firefighters
- 2 New Hire Firefighters (only one 1 position funded with the FY2021 budget)
- 3 Firefighters – Part Time
- 2 Fire Academy Students
- 1 Clerical position (part time)

FY2021 RECOMMENDED BUDGET
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ESTIMATED REVENUES						
Dept 336 - FIRE DEPARTMENT						
101-336-528.001	COVID - HAZARD PAY		13,000			
101-336-528.002	COVID-PAYROLL REIMBURSEMENT PROGR		9,178			
101-336-606.110	INSPECTIONS-FIRE	10,000		5,000	5,000	
101-336-606.215	BUSINESS LICENSE RENEWAL INSPECTI			5,000	12,000	
101-336-607.336	CHARGES FEE-FALSE ALARM FEES				2,000	
101-336-626.000	CHARGES - SERVICES	1,500	170	1,500	1,500	
101-336-626.748	CODE ENFORCEMENT/COMM POLICING	1,500				
101-336-677.000	REIMBURSEMENTS	2,000	13,932	5,000	5,000	
101-336-677.001	INSURANCE REIMBURSEMENT	4,000	2,946	4,000	4,000	
101-336-677.716	HEALTH INS CO-PAY REIMBURSE	22,982	18,551	25,000	28,765	
Totals for dept 336 - FIRE DEPARTMENT		41,982	57,777	45,500	58,265	

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
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APPROPRIATIONS						
Dept 336 - FIRE DEPARTMENT						
101-336-702.000	SALARIES & WAGES	600,704	484,823	644,760	556,490	
101-336-703.000	LONGEVITY	12,412	12,055	14,000	13,800	
101-336-705.000	SICK PAY	2,500	6,333	3,000	1,000	
101-336-706.000	VACATION PAY	3,715	10,383	5,000	3,900	
101-336-708.000	HOLIDAY PAY	18,000	15,707	18,000	18,000	
101-336-709.000	OVERTIME	40,000	112,671	55,000	55,000	
101-336-715.000	SOCIAL SECURITY	11,041	11,116	11,500	10,155	
101-336-716.000	HOSPITALIZATION	114,333	103,768	160,000	115,500	
101-336-716.100	HOSPITALIZATION - RETIREES	178,977	144,539	155,000	152,000	
101-336-717.000	LIFE INSURANCE	972	831	1,000	1,770	
101-336-717.100	LIFE INSURANCE-RETIREE	2,780	2,432	3,000	2,800	
101-336-718.000	RETIREMENT (MERS/ICMA)	277,978	201,182	300,000	294,950	
101-336-719.000	WORKER'S COMPENSATION	29,751	21,974	32,000	27,650	
101-336-720.000	UNEMPLOYMENT	85	67	750	650	
101-336-721.000	OTHER FRINGE BENEFITS	15,034	10,541	17,000	15,000	
101-336-722.000	CLOTHING ALLOWANCE	9,650	6,282	10,000	7,300	
101-336-727.000	OFFICE SUPPLIES	1,500	2,187	5,000	5,000	
101-336-728.000	COPY COST	500		500	500	
101-336-730.000	POSTAGE	300	73	350	350	
101-336-741.000	OPERATING SUPPLIES	15,500	11,319	20,000	20,000	
101-336-775.000	REPAIR & MAINTENANCE SUPPLIES	30,000	30,741	75,000	40,000	
101-336-801.000	PROFESSIONAL SERVICES	6,500	3,321	6,500	6,500	
101-336-804.000	DUES & SUBSCRIPTIONS	2,500	965	2,500	2,500	
101-336-818.000	CONTRACTUAL SERVICES	10,000	8,472	10,000	10,000	
101-336-818.001	CONTRACTUAL SERVICES - BLDG&GROUN	2,500				
101-336-818.002	CONTRACTUAL SERVICES - TECHNOLOGY	2,500				
101-336-850.000	COMMUNICATIONS	3,000	2,398	3,500	3,500	
101-336-860.000	TRANSPORTATION	7,500	4,554	8,000	8,000	
101-336-873.000	TRAVEL EXPENSE	5,500		7,000	7,000	
101-336-880.000	COMMUNITY PROMOTION	5,000	1,898	8,000	3,000	
101-336-881.000	REGISTRATION FEES	600		600	600	
101-336-901.000	PRINTING/PUBLISHING/ADVERTISI	800		1,000	1,000	
101-336-930.000	REPAIR & MAINTENANCE CONTRACT	2,500				
101-336-940.000	LEASE PAYMENTS	35,000	18,507			
101-336-956.000	MISCELLANEOUS EXPENSE	1,000		2,000	2,000	
101-336-957.000	EDUCATION & TRAINING	20,000	11,805	25,000	20,000	
101-336-970.000	CAPITAL OUTLAY	75,000	3,518	300,000	180,000	
101-336-999.220	20% BUDGET REDUCTION	(309,126)	.			
Totals for dept 336 - FIRE DEPARTMENT		1,236,506	1,244,462	1,904,960	1,585,915	

CITY OF MUSKEGON HEIGHTS – FY2021

INSPECTIONS DEPARTMENT

#101-371-801	Professional Services	\$ 45,000.00
	Plumbing, mechanical and electrical contracted inspectors	
#101-371-930	Repair & Maintenance Contract	\$ 3,000.00
	Annual software maintenance/updates for all building programs	
#101-371-957	Education & Training	\$ 2,100.00
	Annual conference for Chief Building Official and staff to maintain credits for licensing	

The Inspections department is staffed with a full time Chief Building Official, a full time Account Clerk II, a part time Environmental Inspector and a part time Rental Inspector and two (2) new additional part time Code Enforcement positions.

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ESTIMATED REVENUES						
Dept 371 - INSPECTIONS DEPARTMENT						
101-371-528.001	COVID - HAZARD PAY		3,000			
101-371-605.000	CHARGES-PERMITS (OTHER)		110			
101-371-605.100	PERMITS-BUILDING	55,000	49,851	70,000	100,000	
101-371-605.101	PERMITS-ELECTRICAL	15,000	12,239	18,000	54,000	
101-371-605.102	PERMITS-MECHANICAL	15,000	16,379	18,000	27,000	
101-371-605.103	PERMITS-PLUMBING	15,000	8,851	18,000	27,000	
101-371-605.105	PERMITS-YARD SALE	250		250	250	
101-371-605.200	REGISTRATIONS-CONTRACTORS	1,500	1,205	1,500	1,500	
101-371-605.300	REGISTRATIONS-RENTALS	25,000	25,340	67,500	112,500	
101-371-605.400	REGISTRATIONS-VACANT BLDG	15,000	9,700	90,000	180,000	
101-371-605.500	REGISTRATIONS-VCNT BLDG WAIVER RE		50		1,000	
101-371-606.000	CHARGES-INSPECTIONS (OTHER)		3,815		4,000	
101-371-606.100	INSPECTIONS-BUILDING	30,000	21,664	30,000	40,000	
101-371-606.101	INSPECTIONS-ELECTRICAL	15,000	21,372	20,000	30,000	
101-371-606.102	INSPECTIONS-MECHANICAL	15,000	21,267	20,000	30,000	
101-371-606.103	INSPECTIONS-PLUMBING	15,000	17,778	20,000	30,000	
101-371-606.104	INSPECTIONS-RENTAL	30,000	28,328	60,000	60,000	
101-371-606.105	INSPECTIONS-SAFETY	6,000	4,699	6,000	6,000	
101-371-606.200	RENTAL CERT OF OCCUPANCY	1,000	130	1,000	1,000	
101-371-606.215	BUSINESS LICENSE RENEWAL INSPECTI				12,000	
101-371-606.300	BUILDING CERT OF OCCUPANCY	1,000				
101-371-607.000	CHARGES - FEES		1,020		2,000	
101-371-626.000	CHARGES - SERVICES		4,370		9,000	
101-371-677.000	REIMBURSEMENTS		40			
101-371-677.716	HEALTH INS CO-PAY REIMBURSE	4,925	4,508	5,146	5,146	
Totals for dept 371 - INSPECTIONS DEPARTMENT		259,675	255,716	445,396	732,396	

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 371 - INSPECTIONS DEPARTMENT						
101-371-702.000	SALARIES & WAGES	162,283	139,165	219,970	219,970	
101-371-703.000	LONGEVITY	5,012	2,540	5,231	5,231	
101-371-705.000	SICK PAY		5,976			
101-371-706.000	VACATION PAY		2,746			
101-371-708.000	HOLIDAY PAY		5,272			
101-371-715.000	SOCIAL SECURITY	12,798	12,256	17,230	17,230	
101-371-716.000	HOSPITALIZATION	24,626	25,444	25,730	25,730	
101-371-716.100	HOSPITALIZATION - RETIREES	7,072	6,482	7,200	7,200	
101-371-717.000	LIFE INSURANCE	189	188	260	260	
101-371-717.100	LIFE INSURANCE-RETIREE	56	51	60	60	
101-371-718.000	RETIREMENT (MERS/ICMA)	40,837	27,367	54,007	54,007	
101-371-719.000	WORKER'S COMPENSATION	1,336	867	1,575	1,575	
101-371-720.000	UNEMPLOYMENT	22	22	270	270	
101-371-721.000	OTHER FRINGE BENEFITS	1,064	844	1,020	1,020	
101-371-727.000	OFFICE SUPPLIES	1,000	1,064	2,000	2,000	
101-371-728.000	COPY COST		200			
101-371-730.000	POSTAGE	1,500	860	1,500	1,500	
101-371-741.000	OPERATING SUPPLIES	2,000	3	2,000	2,000	
101-371-775.000	REPAIR & MAINTENANCE SUPPLIES	1,000	1,343	2,000	2,000	
101-371-801.000	PROFESSIONAL SERVICES	30,000	35,000	40,000	45,000	
101-371-804.000	DUES & SUBSCRIPTIONS	1,000	367	1,000	1,000	
101-371-850.000	COMMUNICATIONS	1,000	1,819	2,000	3,000	
101-371-860.000	TRANSPORTATION		1,047	1,500	1,500	
101-371-873.000	TRAVEL EXPENSE	1,000		1,000	500	
101-371-901.000	PRINTING/PUBLISHING/ADVERTISI	1,000		1,000	500	
101-371-930.000	REPAIR & MAINTENANCE CONTRACT	2,500	2,728	3,000	3,000	
101-371-940.000	LEASE PAYMENTS	1,000	902	1,000	1,300	
101-371-940.001	LEASE - OFFICE EQUIPMENT	1,000				
101-371-957.000	EDUCATION & TRAINING	3,500	1,435		2,100	
101-371-964.000	REFUND		1,253			
101-371-999.220	20% BUDGET REDUCTION	(60,559)				
Totals for dept 371 - INSPECTIONS DEPARTMENT		242,236	277,241	390,553	397,953	

CITY OF MUSKEGON HEIGHTS – FY2021

PUBLIC WORKS (FACILITY)

#101-446-727	Clothing Allowance	\$ 1,500.00
	Contractual clothing allowance for DPW employees	
#101-446-727	Office Supplies	\$ 1,500.00
	Ink cartridges, pens, copy paper, etc.	
#101-446-741	Operating Supplies	\$ 5,000.00
	Janitorial supplies, medical supplies, gloves, safety vests, rain coats, miscellaneous supplies (steel, welding supplies)	
#101-446-801	Professional Services	\$ 10,000.00
	Fire extinguisher services, mechanics rags cleaning, Rohr equipment (gas system), Underground Storage Tank (UST) contract and MDEQ registration, two way radio repairs.	
#101-446-818	Contractual Services	\$ 60,000.00
	Contracted services for yard waste/leaf cleanup-funding by fees assessed.	
#101-446-818-003	Contractual Services-City Lots	\$ 10,000.00
	Contracted vendors to cut/clean vacant city lots.	
#101-446-930	Repair & Maintenance Contract	\$ 5,000.00
	Software/computer maintenance and support	

#101-446-940	Lease Payments	\$ 22,000.00
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Monthly capital lease payment on loader

#101-446-970	Capital Outlay	\$ 65,000.00
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DPW building light upgrades (garage); furnace for DPW building; plow truck; backup electric generator for DPW building; leaf vacuum equipment

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 446 - PUBLIC WORKS						
101-446-607.000	CHARGES - FEES		90		10,000	
101-446-626.000	CHARGES - SERVICES		150		126,024	
101-446-694.000	OTHER REVENUE	500	625		5,000	
Totals for dept 446 - PUBLIC WORKS		500	865		141,024	

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 446 - PUBLIC WORKS						
101-446-722.000	CLOTHING ALLOWANCE	1,500	793	1,500	1,500	
101-446-727.000	OFFICE SUPPLIES	1,600	1,014	1,800	1,500	
101-446-741.000	OPERATING SUPPLIES	8,700	5,685	9,000	5,000	
101-446-775.000	REPAIR & MAINTENANCE SUPPLIES	2,100	541	2,000	2,000	
101-446-801.000	PROFESSIONAL SERVICES	9,400	12,389	10,000	10,000	
101-446-804.000	DUES & SUBSCRIPTIONS	200		200	200	
101-446-818.000	CONTRACTUAL SERVICES	1,600		1,600	60,000	
101-446-818.003	CONTRACTUAL SERVICES-CITY LOTS				10,000	
101-446-850.000	COMMUNICATIONS	3,000	1,246	3,000	2,000	
101-446-860.000	TRANSPORTATION	600				
101-446-920.000	UTILITIES	26,000	17,655	25,000	20,000	
101-446-930.000	REPAIR & MAINTENANCE CONTRACT	20,000		20,000	5,000	
101-446-940.000	LEASE PAYMENTS	21,644	15,248	23,000	22,000	
101-446-941.000	RENTAL PAYMENTS	1,000				
101-446-955.000	PROPERTY TAX EXPENSE		2,478			
101-446-957.000	EDUCATION & TRAINING	1,000		1,000	1,000	
101-446-970.000	CAPITAL OUTLAY	100,000	1,817	100,000	65,000	
101-446-999.220	20% BUDGET REDUCTION	(39,669)				
Totals for dept 446 - PUBLIC WORKS		158,675	58,866	198,100	205,200	

CITY OF MUSKEGON HEIGHTS – FY2021

STREET LIGHTING

#101-448-920

Utilities

\$ 180,000.00

Electric utility for street lighting throughout the City limits.

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 448 - STREET LIGHTING						
101-448-920.000	UTILITIES	204,000	164,932	204,000	180,000	
101-448-999.220	20% BUDGET REDUCTION	(40,800)				
Totals for dept 448 - STREET LIGHTING		163,200	164,932	204,000	180,000	

CITY OF MUSKEGON HEIGHTS – FY2021

REFUSE COLLECTION

#101-521-569	State Grants Other	\$ 6,000.00
	Scrap tire grant through the State of Michigan for disposal of tires	
#101-521-607	Charges-Fees	\$ 8,500.00
	Fees charged for the purchase of bulk item stickers	
#101-521-626	Charges for Services	\$ 315,648.00
	Monthly billing for Sanitation fees (trash removal) – \$8.00 per month per residential property	
#101-521-801	Professional Services	\$ 6,000.00
	Payment for disposal of scrap tire per grant requirements	
#101-521-818	Contractual Services	\$ 618,394.00
	Contracted trash removal services with Republic Services (4% increase for FY2021 to \$51,532.83 per month)	
#101-521-818-010	Contractual Services-Tip Fees	\$ 55,000.00
	Additional tipping fees outside of the contract	

FY2021 RECOMMENDED BUDGET
Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 521 - REFUSE COLLECTION						
101-521-569.000	STATE GRANTS - OTHER	6,000		6,000	6,000	
101-521-607.000	CHARGES - FEES	10,000	7,924	8,500	8,500	
101-521-626.000	CHARGES - SERVICES	315,648	307,994	315,648	315,648	
Totals for dept 521 - REFUSE COLLECTION		331,648	315,918	330,148	330,148	

BUDGET REPORT FOR CITY OF MUSKEGON HEIGHTS
 Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 521 - REFUSE COLLECTION						
101-521-801.000	PROFESSIONAL SERVICES	6,000	2,000	6,000	6,000	
101-521-818.000	CONTRACTUAL SERVICES	630,000	545,122	618,394	618,394	
101-521-818.010	CONTRACTUAL SERVICES-TIP FEES			55,000	55,000	
Totals for dept 521 - REFUSE COLLECTION		636,000	547,122	679,394	679,394	

CITY OF MUSKEGON HEIGHTS – FY2021

FARMERS MARKET

#101-692-626-208	Charges for Services-Special Events	\$ 10,000.00
	Revenues generated from special events in the Farmers Market.	
#101-692-675	Contributions From Private Sources	\$ 5,000.00
	Contributions toward sustaining the market with local vendors	
#101-692-702	Salaries & Wages	\$ 3,500.00
	Wages for a part time Market Master	
#101-692-741	Operating Supplies	\$ 8,000.00
	Supplies necessary to sustain the market	

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 692 - FARMER'S MARKET						
101-692-626.208	CHGS FOR SERVICES-SPECIAL EVENTS				10,000	
101-692-642.000	CHARGES - SALES	2,000			2,000	
101-692-651.000	CHARGES - USE/ADMISSION	1,500	423	500	1,500	
101-692-675.000	CONTRIB FROM PRIVATE SOURCES	15,000			5,000	
Totals for dept 692 - FARMER'S MARKET		18,500	423	500	18,500	

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 692 - FARMER'S MARKET						
101-692-702.000	SALARIES & WAGES	3,500			3,500	
101-692-715.000	SOCIAL SECURITY	280			280	
101-692-719.000	WORKER'S COMPENSATION	18			18	
101-692-720.000	UNEMPLOYMENT	2			2	
101-692-741.000	OPERATING SUPPLIES	12,700	165		8,000	
101-692-920.000	UTILITIES	2,000	822	1,100	1,100	
101-692-999.220	20% BUDGET REDUCTION	(3,700)				
Totals for dept 692 - FARMER'S MARKET		14,800	988	1,100	12,900	

CITY OF MUSKEGON HEIGHTS – FY2021

PROPERTY TAX DEPARTMENT

The accounting of all property tax proceeds, summer and winter billings, for the City's portion of the levy are recorded to this department. This also includes any delinquent personal property taxes and PILOT (Payment in Lieu of Taxes) assessed to facilities considered to be exempt (Housing Commission, MA Houston Towers , Roosevelt Apartments, Wells Villa)

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 703 - PROPERTY TAX DEPT						
101-703-403.000	TAX LEVY - REAL PROPERTY	1,420,000	1,189,123	1,400,000	1,600,000	
101-703-403.001	TAX LEVY - PERSONAL PROPERTY	480,000	244,479	250,000	250,000	
101-703-403.002	TAX LEVY - IFT/CFT PROPERTY	12,000	11,915	12,000	12,000	
101-703-403.003	TAX LEVY - PENALTIES	38,000	29,496	38,000	38,000	
101-703-403.004	TAX LEVY - ADMIN FEES	72,000	59,753	72,000	72,000	
101-703-403.006	TAX LEVY - CITY DEBT PROCEEDS	174,000	169,578	174,000	174,000	
101-703-403.010	STATE PERSONAL PROPERTY TAXES		335,775	375,000	375,000	
101-703-417.000	DELINQUENT PERSONAL PROPERTY	15,000		8,000	8,000	
101-703-423.001	PILOT	15,000		20,000	20,000	
Totals for dept 703 - PROPERTY TAX DEPT		2,226,000	2,040,119	2,349,000	2,549,000	

CITY OF MUSKEGON HEIGHTS – FY2021

PLANNING

#101-748-603	Charges for Service-Admin	\$ 10,000.00
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Revenues collected are zoning fees for special use permits, variances, etc.

#101-748-801	Professional Services	\$ 11,500.00
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This expense is for the contract with the City of Muskegon for zoning services for the City of Muskegon Heights.

#101-748-818	Contractual Services	\$ 4,000.00
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This expense is for the completion of the Redevelopment Ready Certification per the contract with Mr. Mike Franzak. The City has completed 95% of the certification process and should be fully certified by the end of the first quarter of FY2021.

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 748 - PLANNING & COMMUNITY DEVELOPE						
101-748-603.000	CHARGES -FOR SERVICES - ADMIN	4,000	4,320	6,000	10,000	
Totals for dept 748 - PLANNING & COMMUNITY DEVELOP		4,000	4,320	6,000	10,000	

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 748 - PLANNING & COMMUNITY DEVELOPE						
101-748-727.000	OFFICE SUPPLIES	100				
101-748-730.000	POSTAGE	100				
101-748-801.000	PROFESSIONAL SERVICES	10,000	4,550	7,000	11,500	
101-748-818.000	CONTRACTUAL SERVICES	12,000	4,550	8,000	4,000	
101-748-901.000	PRINTING/PUBLISHING/ADVERTISI	1,000	168	1,000	500	
101-748-999.220	20% BUDGET REDUCTION	(4,640)				
Totals for dept 748 - PLANNING & COMMUNITY DEVELOPE		18,560	9,268	16,000	16,000	

CITY OF MUSKEGON HEIGHTS – FY2021

PARKS DEPARTMENT

#101-751-801 Professional Services \$ 35,000.00

Lawn Care maintenance at all City parks (Mona Lake Park, J O Harris Park, 8th Street Park, Veterans Park, Rowan Park),
Irrigation system winterization

#101-751-930 Repair & Maintenance Contract \$ 8,000.00

Pavilion repairs (remove boards & window frames on upper level of the pavilion); increase lighting in parks; miscellaneous
plumbing & electrical repairs in the parks; repair park benches in Rowan Park

#101-751-970 Capital Outlay \$ 5,000.00

Manage flooding at Mona Lake Park; new signs & posts in parks

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 751 - PARKS DEPARTMENT						
101-751-651.000	CHARGES - USE/ADMISSION		1,161		2,000	
101-751-668.000	RENT	400	1,695		20,000	
101-751-694.000	OTHER REVENUE		411			
Totals for dept 751 - PARKS DEPARTMENT		400	3,267		22,000	

Fund: 101 GENERAL FUND

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 751 - PARKS DEPARTMENT						
101-751-709.000	OVERTIME		1,685		1,000	
101-751-715.000	SOCIAL SECURITY		129		77	
101-751-741.000	OPERATING SUPPLIES	1,500	2,138	4,000	2,000	
101-751-775.000	REPAIR & MAINTENANCE SUPPLIES	1,800		1,800	1,800	
101-751-801.000	PROFESSIONAL SERVICES	2,500	4,835	2,500	1,750	
101-751-818.000	CONTRACTUAL SERVICES	31,500	32,532	35,000	35,000	
101-751-850.000	COMMUNICATIONS	2,280	187	2,000	2,000	
101-751-901.000	PRINTING/PUBLISHING/ADVERTISI	500		200	200	
101-751-920.000	UTILITIES	12,000	6,798	12,000	8,000	
101-751-930.000	REPAIR & MAINTENANCE CONTRACT	15,000		10,000	8,000	
101-751-957.000	EDUCATION & TRAINING		10			
101-751-970.000	CAPITAL OUTLAY	11,000		11,000	5,000	
101-751-999.220	20% BUDGET REDUCTION	(15,616)				
Totals for dept 751 - PARKS DEPARTMENT		62,464	48,314	78,500	64,827	

CITY OF MUSKEGON HEIGHTS – FY2021

VACANT LOT MAINTENANCE PROGRAM

#101-755-694	Other Revenue	\$ 30,000.00
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Revenues received from the sales of vacant City lots.

#101-755-801	Professional Services	\$ 5,000.00
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Expenses related to the sales of property such as deed transfers.

This department is set up to track the sale of vacant property/lots and utilize the funding, through a revised plan, to manage blight or weeds and brush issues with those properties.

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 755 - VACANT LOT MAINTENANCE PROGRAM						
101-755-694.000	OTHER REVENUE	25,000		20,000	30,000	
Totals for dept 755 - VACANT LOT MAINTENANCE PROGR		25,000		20,000	30,000	

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 755 - VACANT LOT MAINTENANCE PROGRAM						
101-755-801.000	PROFESSIONAL SERVICES	10,000		10,000	5,000	
101-755-802.000	PROFESSIONAL SERVICES-MARKETING		337			
101-755-999.220	20% BUDGET REDUCTION	(2,000)				
Totals for dept 755 - VACANT LOT MAINTENANCE PROGR		8,000	337	10,000	5,000	

CITY OF MUSKEGON HEIGHTS – FY2021

LIBRARY

#101-790-668	Rent	\$ 6,300.00
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Rent paid to the City by Muskegon Area District Library for the use of the library building

#101-790-677	Reimbursements	\$ 7,000.00
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Payment made to the City by Muskegon Area District Library for reimbursement of expenses incurred in FY2018 for the maintenance and utilities at the library.

#101-790-920	Utilities	\$ 6,800.00
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Electric/gas/water utilities provided to the Library. Muskegon Area District Library provides telephone & internet for the library.

#101-790-970	Capital Outlay	\$ 10,000.00
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Front door replacement; patio area for outdoor seating

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 790 - LIBRARY						
101-790-668.000	RENT	6,300	6,300	6,300	6,300	
101-790-677.000	REIMBURSEMENTS	12,000	7,719	7,000	7,000	
Totals for dept 790 - LIBRARY		18,300	14,019	13,300	13,300	
TOTAL ESTIMATED REVENUES		6,730,180	6,312,424	7,304,359	8,336,278	

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 790 - LIBRARY						
101-790-741.000	OPERATING SUPPLIES	250				
101-790-775.000	REPAIR & MAINTENANCE SUPPLIES		100			
101-790-801.000	PROFESSIONAL SERVICES	3,000		1,000	1,000	
101-790-920.000	UTILITIES	6,800	5,340	6,800	6,800	
101-790-970.000	CAPITAL OUTLAY	4,000		4,000	10,000	
101-790-999.220	20% BUDGET REDUCTION	(2,810)				
Totals for dept 790 - LIBRARY		11,240	5,440	11,800	17,800	

CITY OF MUSKEGON HEIGHTS – FY2021

CAPITAL DETAIL (DEBT)

#101-901-991-010	Principal-Brownfield Rev Loan	\$ 8,503.00
#101-901-996-010	Interest-Brownfield Rev Loan	\$ 795.00

Principal & Interest for a loan through the State of Michigan for the Mona Terrace Development project at the former wastewater plant at Summit & Wood Street. This debt would be paid off at the end of FY2026.

#101-901-991-021	Principal-\$1.75M Capital Improvement Bond	\$115,000.00
#101-901-996-021	Interest-\$1.75M Capital Improvement Bond	\$ 35,008.00

Principal & Interest for the \$1.75M Capital Improvement Bond secured in FY2013. This debt would be paid off at the end of FY2028. This debt is funded by a 2 mil tax on summer property taxes.

#101-901-991-023	Principal-HVAC	\$113,409.00
#101-901-996-023	Interest-HVAC	\$ 9,990.00

Principal & Interest for the Energy Conservation Bond secured in FY2007 for the heating & cooling system at City Hall with lighting and new windows throughout the building. This debt would be paid off at the end of FY2022.

FY2021 RECOMMENDED BUDGET
 Calculations as of 12/31/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 ACTIVITY THRU 12/31/20	2021 REQUESTED BUDGET	2021 RECOMMENDED BUDGET	2021 APPROVED BUDGET
APPROPRIATIONS						
Dept 901 - CAPITAL DETAIL						
101-901-991.010	PRINCIPAL-BROWNFIELD REV LOAN	8,377		8,503	8,503	
101-901-991.021	PRINCIPAL-\$1.75M CAP IMP BOND	110,000	110,000	115,000	115,000	
101-901-991.023	PRINCIPAL-HVAC	110,031	108,887	113,409	113,409	
101-901-996.010	INTEREST-BROWNFIELD REV LOAN	920		795	795	
101-901-996.021	INTEREST-\$1.75M CAP IMP BOND	38,693	38,693	35,008	35,008	
101-901-996.023	INTEREST-HVAC	14,986	8,482	9,990	9,990	
Totals for dept 901 - CAPITAL DETAIL		283,007	266,062	282,705	282,705	
TOTAL APPROPRIATIONS		6,666,709	6,853,506	9,095,819	8,335,543	
NET OF REVENUES/APPROPRIATIONS - FUND 101		63,471	(541,082)	(1,791,460)	735	
BEGINNING FUND BALANCE		(62,839)	(62,839)	(603,921)	(603,921)	(603,921)
ENDING FUND BALANCE		632	(603,921)	(2,395,381)	(603,186)	(603,921)