



**F/Y 2024
PROPOSED
OPERATING
BUDGET**



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Muskegon Heights, Michigan 49444

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December 7, 2023

Mayor and City Council

I am pleased to present to you the City of Muskegon Heights Fiscal Year 2024 Recommended Budget. The FY 2024 budget preparation process was condensed and expedited. I was able to review the budget with each of the department directors and chiefs. What you see in the recommended column is a result of our very modest negotiations and mostly working by consensus.

Enclosed you will find both summaries and detail on the revenues and appropriations proposed in the coming fiscal year. In the next few paragraphs, I will attempt to provide you with additional comments that will hopefully supplement your review of the budget.

Budget Overview

The FY 2024 recommended budget is comprised of revenues totaling \$19,511,838 and expenditures total \$17,962,644. In comparison, FY 2023 approved budget included \$23,837,735 in revenues and \$22,689,813 in expenditures. The FY 2024 budget represents a decrease of 8% in both revenues and expenditures.

Attached to this message you will find a budget summary by fund and department. You will also find a FY 2024 Staffing Plan which includes positions appropriated in the recommended budget.

General Fund

There is significant detail included in the budget document concerning the general fund and I anticipate it will dominate the majority of our discussion. For the past two years, ARPA funds made up the shortfall in general fund revenues. There was a deliberate effort made in this year's budget preparation to scale general funding spending. It is likely this will need to continue.

The City will enter the year with all seven of its' collective bargaining units having signed agreements. In most cases these agreements are even beyond 2024. This should greatly help with projecting future labor costs. Not included is the steady increasing cost of health insurance for both current and retired employees. Along with the cost of contributions to the employee's pension funds.

Special Revenue Funds

Among the special revenue funds are the Major and Local Street Funds which we receive by formula from the Michigan Department of Transportation. These are often referred to as Act 51 Funds, we use these funds for road repair and maintenance including the employees and contractors that perform those tasks.

The Municipal Street Fund, is funded by 4 mills levied on Muskegon Heights residents In 2023 these funds were used for the Delano, Leahy, Reynolds, Maffett Project north of Hackley Avenue.

The Cemetery Fund is also included among these funds. It is important to note that Mona View Cemetery is not fully supported by revenues generated from lot sales and fees and the perpetual care fund. It receives a considerable amount of general fund support.

Sewer Fund

There are no major changes proposed for the Sewer Fund. State funding has been available to assist with considerable water system repairs and improvements, however, our ability to access grant funds for sewer repairs have not been successful to date. As funds permit, we will attempt to make minor and immediate repairs. In 2024, there will be a need to have a more thorough discussion concerning the long terms need of the city's sewer system. There are no rate increases proposed for the Sewer Fund.

Water Fund

In June of 2023, the City of Muskegon Heights entered into an administrative consent agreement with the Michigan Department of Environment Great Lakes and Energy (EGLE). At the close of 2023 the City had responded to and cleared the majority of items required by the agreement. However, the next phase of the agreement requires the city to complete a comprehensive alternatives analysis for providing water to its residents.

The recommended budget proposes the continuation of filtration and distribution operations, including the upgrade and maintenance of various aspects of the water system and the continued replacement of lead water supply lines. In 2022, the city commissioned a rate study to address its deficit in the Water Fund and ability to meet the required bond covenants for its outstanding debt and operate the water system. As a result of that study, 4% percent rate increases were recommended and approved by the city council for several successive years. The 2022 increase of 4% was enacted on January 1, 2022. Due to the transition in city government, the 4% increase for 2023 was not enacted until November 2023. The 4% increase for 2024 will take effect on January 1, 2024. Subsequently, the city is currently undoing another rate study due to debt acquired subsequent to 2021.

Other Discussion

Broadway Boulevard Reconstruction

During the fourth quarter of fiscal year 2023, City of Muskegon Heights received an appropriation of \$6,000,000 from the State of Michigan, and administered through the Michigan Economic Development Corporation (MEDC) for the reconstruction Broadway Avenue. The planning and design have begun for this project, and will comprise the majority of 2023. Construction is likely to expand over several fiscal years. This project will be coordinated with funds from the Transportation Improvement Program (TIP) totaling approximately \$1.1 million dollars and additional funds from the Drinking Water State Revolving Fund for the replacement of lead water supply lines. This project is also being coordinated with the Reaching New Heights Redevelopment Plan.

Hackley Avenue Reconstruction

The reconstruction of Hackley Avenue from Manz Street to Getty Street is scheduled for reconstruction in 2024. The proposed cost for this project is approximately \$1.8 million dollars with the city's share approximately \$1.1 million. The project has been submitted for bid at the time of this report.

City-wide Reappraisal

In 2023, the City received a grant from the State of Michigan Fiscally Distressed Cities Villages and Townships Grant Program (FDCVT) in the amount of \$217,000. The final grant amount was less than what was requested and estimated for completion of this project city-wide. We anticipate preparing a Request for Proposal in the first quarter of 2024 to determine the actual cost of this project. Once those cost have been determined, we may return to council for a supplement appropriation in 2024 or 2025.

I look forward to our review and discussion of the recommended budget and how we can all plan for the future operations, growth and development of our community.

Respectfully Submitted,



Melvin C. Burns II
Interim City Manager

**CITY OF MUSKEGON HEIGHTS
 FY2024 RECOMMENDED BUDGET SUMMARY**

FUND	DEPARTMENT	RECOMMENDED REVENUES	RECOMMENDED EXPENDITURES	FUND BALANCE
101 General Fund				
000	General Revenues	7,447,663	0	
101	City Council	0	41,533	
171	Mayor	0	10,109	
172	City Manager	7,052	275,578	
191	Finance Dept	7,403	532,338	
209	Income Tax	1,951	107,680	
215	City Clerk	23,321	121,489	
252	Property Tax Dept	2,780,000	0	
253	Treasurer	9,152	98,308	
256	Data Processing	0	42,500	
257	City Assessor	0	211,598	
261	General Government	10,000	395,771	
262	Elections	10,000	18,000	
265	City Bldg & Grds	0	205,419	
266	City Attorney	0	235,000	
270	Personnel	0	81,000	
271	Adult Use MJ	100,000	0	
301	Police	229,030	3,830,285	
336	Fire	45,197	2,423,093	
371	Inspections	547,855	493,001	
446	Public Works	8,000	186,500	
448	Street Lighting	0	215,000	
474	Traffic Dept	0	5,000	
521	Refuse Collection	346,115	730,736	
596	Motor Pool	0	20,000	
701	Planning & Zoning	12,000	14,200	
736	City Wide Emergency Rehab	45,000	30,000	
751	Parks	2,000	107,883	
755	Farmer's Market	2,500	14,600	
790	Library	10,000	14,500	
901	Capital Detail	0	162,247	
Total General Fund		11,644,239	10,623,368	1,020,871

**CITY OF MUSKEGON HEIGHTS
FY2024 RECOMMENDED BUDGET SUMMARY**

FUND	DEPARTMENT	RECOMMENDED REVENUES	RECOMMENDED EXPENDITURES	FUND BALANCE
202 Major Streets				
000	Act 51 Revenues	1,051,650		
000	Appropriation of Fund Balance	200,000		
000	Health Ins Co-Pay	12631		
001	General		335,000	
463	Routine Maintenance		692,742	
474	Traffic Maintenance		55,000	
478	Act 51 Revenues-Snow Payment	10000	188,794	
Total Major Streets		1,274,281	1,271,536	2,745
203 Local Streets				
000	Act 51 Revenues	392,665		
000	Contribution from Major St	325,000		
000	Health Ins Co-Pay	8,030		
001	General		100,000	
463	Routine Maintenance		467,096	
474	Traffic		1,200	
478	Act 51 Revenues-Snow Payment		150,374	
Total Local Streets		725,695	718,670	7,025
204 Municipal Street Fund (Millage)				
000	Millage Tax Proceeds	385,000		
000	Contribution from Local St	100,000		
463	Routine Maintenance		485,000	
		485,000	485,000	0
209 Cemetery Fund		118,400	118,119	281
211 Mona Lake Boat Launch		12,000 #	11,900	100
230 American Rescue Plant Act (ARPA)				
000	Federal Grants	3,200,000		
000	Interest Earned	500		
001	General		3,200,000	
		3,200,500	3,200,000	500
280 Downtown Development Authority		70,881	52,600	18,281
286 Senior Millage Program				
000	Grant Revenues	135,000		
001	General		25,000	
205	Moderate Repair		90,000	
245	City Wide Paint Program		20,000	
		135,000	135,000	0

**CITY OF MUSKEGON HEIGHTS
FY2024 RECOMMENDED BUDGET SUMMARY**

<u>FUND</u>	<u>DEPARTMENT</u>	<u>RECOMMENDED REVENUES</u>	<u>RECOMMENDED EXPENDITURES</u>	<u>FUND BALANCE</u>
299 - 49th Year CDBG Program				
000	Revenues	200,172		
001	Administration		52,268	
009	Rehab Administration		90,904	
676	Fair Housing		2,000	
739	Moderate Repair		25,000	
743	City Wide Paint Program		25,000	
752	Public Facilities Improvement		5,000	
		<u>200,172</u>	<u>200,172</u>	<u>0</u>
233 - 50th Year CDBG Program				
000	Revenues	247,500		
001	Administration		71,613	
009	Rehab Administration		68,887	
733	Code Enforcement		10,000	
739	Moderate Repair		40,000	
743	City Wide Paint Program		50,000	
752	Public Facilities Improvement		7,000	
		<u>247,500</u>	<u>247,500</u>	<u>0</u>
590 Sewer Fund				
000	Revenues	2,060,999		
001	Administration		1,572,868	
		<u>2,060,999</u>	<u>1,572,868</u>	<u>488,131</u>
591 Water Fund (Water & WSF)				
000	Revenues	2,516,992		
537	Revenues (WSF)	20,679		
536	Utility Billing Administration		63,272	
537	Water Supply Filtration		1,480,296	
538	Distribution		982,343	
Total Water Fund & WSF		<u>2,537,671</u>	<u>2,525,911</u>	<u>11,760</u>
		<u>19,511,838</u>	<u>17,962,644</u>	<u>1,549,194</u>

**City of Muskegon Heights
FY 2024 Staffing Plan**

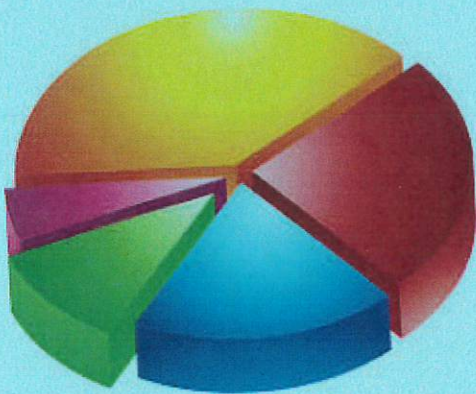
DEPARTMENT	FULL-TIME	PART-TIME	SEASONAL	ELECTED
City Council				6
Mayor				1
City Manager				
City Manager	1			
Executive Assistant	1			
Finance				
Assistant Director	1			
Financial Analyst	1			
Income Tax				
Administrator	1			
City Clerk				
Clerk	1			
Treasurer				
Community Service Representative	1			
Assessor				
Community Service Representative	0.5			
Elections				
Election Workers			14	
Inspections				
Director/Chief of Inspections	1			
Secretary	1			
Code Enforcement/Rental Inspector	1	1		
Fire				
Chief	1			
Deputy Chief	1			
Lieutenants	3			
Inspector		1		
Firefighters	9	4		

**City of Muskegon Heights
FY 2024 Staffing Plan**

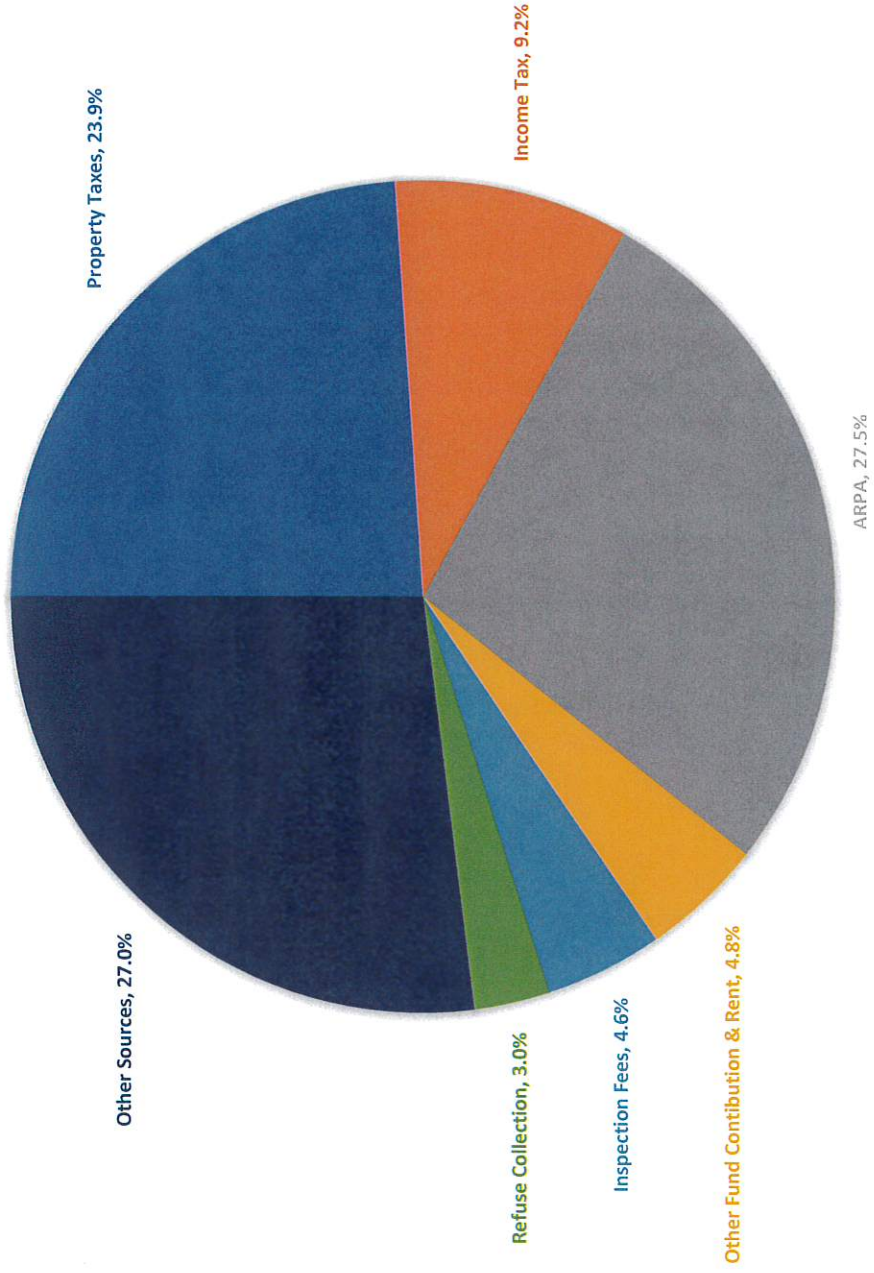
DEPARTMENT	FULL-TIME	PART-TIME	SEASONAL	ELECTED
Planning & Community Development				
Director	1			
Housing Rehabilitation Specialist	1			
Farmer's Market				
Market Manager			1	
Police				
Chief	1			
Deputy Chief				
Lieutenant	1			
Sergeants	4			
Detectives	3			
Evidence Room Technican	1	1		
Patrol Officers	16	2		
Community Service Representative	1	1		
Confidential Secretary	1			
Public Works				
Director	1			
Community Service Representatives	2.5			
Custodian		1		
Foreman	2			
Equipment Operator/Maintenance	12			
Operations Manager	1			
Operators/Maintenance	4	1		
TOTAL	77	12	15	7



GENERAL FUND REVENUES



FY 2024 GENERAL FUND REVENUES



CITY OF MUSKEGON HEIGHTS
FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 000						
101-000-476.000	BUSINESS LICENSES	0	(130)	0	0	0
101-000-476.005	LIQUOR LICENSE FEES	12,000	10,068	12,000	12,000	0
101-000-477.000	FRANCHISE FEES	84,000	57,558	80,000	80,000	0
101-000-574.000	STATE REVENUE SHARING	1,681,678	1,144,293	2,399,613	2,399,613	0
101-000-574.001	MJ REVENUE SHARING-EXCISE TAX	100,000	0	0	0	0
101-000-574.005	REVENUE SHARING-METRO ACT	47,000	49,898	50,000	50,000	0
101-000-658.000	FORFEITURES-MERS	0	2,373	3,000	3,000	0
101-000-665.000	INTEREST EARNED	50	148	50	50	0
101-000-666.003	DIVIDENDS-LIABILITY INSURANCE	15,000	19,624	20,000	20,000	0
101-000-667.000	RENT	0	23,945	25,000	25,000	0
101-000-667.001	EQUIPMENT RENTAL - ROUTINE	130,000	0	130,000	130,000	0
101-000-667.003	EQUIPMENT RENTAL - WINTER	50,000	0	50,000	50,000	0
101-000-673.000	SALE OF FIXED ASSETS	5,000	100,184	0	0	0
101-000-676.000	REIMBURSEMENTS	0	(330)	0	0	0
101-000-676.011	HEALTH INSURANCE CO-PAY REIMBURSE	3,000	5,511	7,000	7,000	0
101-000-679.000	OTHER REVENUE	5,000	20,646	20,000	20,000	0
101-000-689.000	OVER/UNDER CR BALANCING	0	1,406	0	0	0
101-000-699.209	CONTRIBUTIONS FROM OTHER FUND	10,000	0	0	0	0
101-000-699.230	CONTRIB FROM OTHER FUNDS-ARPA FUNDS	2,894,544	3,158,380	3,200,000	3,200,000	0
101-000-699.280	CONTRIBUTIONS FROM OTHER FUND	0	149,633	0	0	0
101-000-699.590	CONTRIBUTIONS FROM OTHER FUND	126,000	0	126,000	126,000	0
101-000-699.591	CONTRIBUTIONS FROM OTHER FUND	110,000	0	110,000	110,000	0
101-000-699.597	CONTRIBUTIONS FROM OTHER FUND	140,000	0	140,000	140,000	0
101-000-699.703	TRANSFER FROM TAX COLLECTION	0	2,022,304	2,100,000	0	0
101-000-699.705	TRANSFER FROM INCOME TAX FUND	1,075,000	1,276,350	1,075,000	1,075,000	0
	Totals for dept 000 -	6,488,272	8,041,861	9,547,663	7,447,663	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024		2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 172 - CITY MANAGER							
101-172-607.000	CHARGES - FEES	0	1,456	1,500	1,500	0	0
101-172-626.000	CHARGES - SERVICES	0	223	0	0	0	0
101-172-674.000	CONTRIB FROM PRIVATE SOURCES	10,000	0	0	0	0	0
101-172-676.011	HEALTH INSURANCE CO-PAY REIMBURSE	4,500	552	5,552	5,552	0	0
Totals for dept 172 - CITY MANAGER		14,500	2,231	7,052	7,052	0	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 191 - FINANCE DEPT						
101-191-676.011	HEALTH INSURANCE CO-PAY REIMBURSE	4,000	2,784	7,403	7,403	0
Totals for Dept 191 - FINANCE DEPT		4,000	2,784	7,403	7,403	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 209 - INCOME TAX DEPT						
101-209-602.000	CHARGES - COST	30	75	100	100	0
101-209-676.011	HEALTH INSURANCE CO-PAY REIMBURSE	1,600	1,837	1,851	1,851	0
Totals for dept 209 - INCOME TAX DEPT		1,630	1,912	1,951	1,951	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 215 - CITY CLERK						
101-215-476.000	BUSINESS LICENSES	19,500	16,820	19,500	19,500	0
101-215-476.001	BUSINESS LICENSES-RENTAL PROPERTY	2,600	0	0	0	0
101-215-626.000	CHARGES - SERVICES	120	0	120	120	0
101-215-676.011	HEALTH INSURANCE CO-PAY REIMBURSE	1,625	2,157	3,701	3,701	0
Totals for dept 215 - CITY CLERK		23,845	18,977	23,321	23,321	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 252 - PROPERTY TAX DEPT						
101-252-402.000	TAX LEVY - REAL PROPERTY	1,840,148	1,912,873	2,000,000	2,000,000	0
101-252-403.010	STATE PERSONAL PROPERTY TAXES	250,000	0	0	0	0
101-252-403.100	TAX LEVY - CITY DEBT PROCEEDS	204,572	209,150	210,000	210,000	0
101-252-410.000	TAX LEVY - PERSONAL PROPERTY	334,855	399,073	425,000	425,000	0
101-252-412.000	DELINQUENT PERSONAL PROPERTY	5,000	0	0	0	0
101-252-432.000	PILOT	15,000	0	0	0	0
101-252-434.000	TAX LEVY - TRAILER FEES	44,577	0	0	0	0
101-252-437.000	TAX LEVY - IFT/CFT PROPERTY	11,585	24,881	25,000	25,000	0
101-252-445.000	TAX LEVY - PENALTIES	55,048	40,788	45,000	45,000	0
101-252-447.000	TAX LEVY - ADMIN FEES	68,697	71,556	75,000	75,000	0
Totals for dept 252 - PROPERTY TAX DEPT		2,829,482	2,658,321	2,780,000	2,780,000	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024		2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 253 - TREASURER							
101-253-626.000	CHARGES - SERVICES	150	3,439	3,600	3,600	0	0
101-253-676.011	HEALTH INSURANCE CO-PAY REIMBURSE	1,623	69	5,552	5,552	0	0
Totals for dept 253 - TREASURER		1,773	3,508	9,152	9,152	0	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
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Dept 256 - DATA PROCESSING
 101-256-569.000 OTHER GRANTS
 Totals for dept 256 - DATA PROCESSING

		75,000	0	0	0	0
		75,000	0	0	0	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024		2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 261 - GENERAL GOVERNMENT							
101-261-626.000	CHARGES - SERVICES	0	173	0	0	0	0
101-261-673.001	SALE OF FIXED ASSETS-CITY PROPERTY	20,000	0	0	0	0	0
101-261-674.003	CONTRIB FROM PRIVATE SOURCES-FIREWOF	20,000	0	0	0	0	0
101-261-675.000	CONTRIBUT. FROM PUBLIC SOURCES	0	103,774	0	0	0	0
101-261-676.001	INSURANCE REIMBURSEMENT	2,000	0	2,000	2,000	0	0
101-261-677.000	FLEX SPENDING (FSA) CONTRIBUTIONS	6,000	4,775	6,000	6,000	0	0
101-261-679.000	OTHER REVENUE	500	1,557	2,000	2,000	0	0
Totals for dept 261 - GENERAL GOVERNMENT		48,500	110,279	10,000	10,000	0	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/5/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 262 - ELECTIONS						
101-262-626.000	CHARGES - SERVICES	0	8,222	10,000	10,000	0
	Totals for dept 262 - ELECTIONS	0	8,222	10,000	10,000	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024		2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 271 - ADULT USE MJ							
101-271-476.002	MARIJUANA LICENSE APP FEES	15,000	0	0	0	0	0
101-271-476.003	MARIJUANA LICENSE RENEWAL FEES	45,000	0	100,000	100,000	0	0
101-271-476.004	MJ TRANSFER FEES	2,000	0	0	0	0	0
101-271-476.273	MJ PROJECT EXTENSION APPLICATION	10,000	0	0	0	0	0
Totals for dept 271 - ADULT USE MJ		72,000	0	100,000	100,000	0	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 272 - MIVEDA						
101-272-674.000	CONTRIB FROM PRIVATE SOURCES	75,000	0	0	0	0
Totals for dept 272 - MIVEDA		75,000	0	0	0	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023		2024		2024		2024	
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	APPROVED BUDGET		
Dept 301 - POLICE DEPARTMENT									
101-301-502.000	FEDERAL GRANTS	13,000	790	10,000	10,000	0	0	0	0
101-301-523.208	STATE GRANTS-PSN	20,000	0	0	0	0	0	0	0
101-301-543.001	STATE GRANTS- ACADEMY ASSISTANCE PRO	0	123,444	45,000	45,000	45,000	45,000	0	0
101-301-543.302	GRANT - JUSTICE TRAINING FUND	55,000	7,744	5,000	5,000	5,000	5,000	0	0
101-301-543.303	G.U.N.S PROGRAM REVENUE	30,000	0	5,000	5,000	5,000	5,000	0	0
101-301-569.000	OTHER GRANTS	18,000	0	5,000	5,000	5,000	5,000	0	0
101-301-607.000	CHARGES - FEES	10,000	0	2,000	2,000	2,000	2,000	0	0
101-301-626.000	CHARGES - SERVICES	35,000	17,289	20,000	20,000	20,000	20,000	0	0
101-301-626.301	CHARGES FOR SERVICE-SEX REGIS	7,000	5,050	7,000	7,000	7,000	7,000	0	0
101-301-655.000	PARKING FINES AND FORFEITS	20,000	13,334	15,000	15,000	15,000	15,000	0	0
101-301-673.000	SALE OF FIXED ASSETS	15,000	0	2,000	2,000	2,000	2,000	0	0
101-301-676.000	REIMBURSEMENTS	30,000	1,933	2,000	2,000	2,000	2,000	0	0
101-301-676.001	INSURANCE REIMBURSEMENT	12,000	19,002	12,000	12,000	12,000	12,000	0	0
101-301-676.011	HEALTH INSURANCE CO-PAY REIMBURSE	32,000	48,884	72,030	72,030	72,030	72,030	0	0
101-301-676.012	DNTL/OPT CO-PAY REIMBURSEMENT	0	5,793	7,000	7,000	7,000	7,000	0	0
101-301-679.000	OTHER REVENUE	40,000	14,400	20,000	20,000	20,000	20,000	0	0
Totals for dept 301 - POLICE DEPARTMENT		337,000	257,663	229,030	229,030	229,030	229,030	0	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024		2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 336 - FIRE DEPARTMENT							
101-336-502.000	FEDERAL GRANTS	850,000	0	0	0	0	0
101-336-606.110	INSPECTIONS-FIRE	5,000	5,730	7,500	7,500	0	0
101-336-606.215	BUSINESS LICENSE RENEWAL INSPECTIONS	10,000	0	3,000	3,000	0	0
101-336-607.320	FIRE FALSE ALARM FEES	1,500	0	1,000	1,000	0	0
101-336-607.336	CHARGES FEE-FIRE ALARM FEES	1,500	0	1,000	1,000	0	0
101-336-626.000	CHARGES - SERVICES	2,000	593	1,000	1,000	0	0
101-336-626.336	CHARGES FOR SERVICES-FIRE PIT FEES	500	80	500	500	0	0
101-336-626.801	CHARGES FOR SERVICES-PLAN REVIEW	2,000	0	1,000	1,000	0	0
101-336-676.000	REIMBURSEMENTS	10,000	0	5,000	5,000	0	0
101-336-676.001	INSURANCE REIMBURSEMENT	0	607	0	0	0	0
101-336-676.011	HEALTH INSURANCE CO-PAY REIMBURSE	27,584	24,334	25,197	25,197	0	0
Totals for dept 336 - FIRE DEPARTMENT		910,084	31,344	45,197	45,197	0	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024	2024	2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 371 - INSPECTIONS DEPARTMENT							
101-371-569.000	OTHER GRANTS	0	17,500	0	0	0	0
101-371-605.000	CHARGES-PERMITS (OTHER)	260	150	260	260	0	0
101-371-605.100	PERMITS-BUILDING	105,000	79,723	90,000	90,000	0	0
101-371-605.101	PERMITS-ELECTRICAL	18,000	10,686	18,000	18,000	0	0
101-371-605.102	PERMITS-MECHANICAL	23,000	16,648	23,000	23,000	0	0
101-371-605.103	PERMITS-PLUMBING	20,000	32,901	30,000	30,000	0	0
101-371-605.105	PERMITS-YARD SALE	500	0	500	500	0	0
101-371-605.200	REGISTRATIONS-CONTRACTORS	2,500	1,715	2,500	2,500	0	0
101-371-605.300	REGISTRATIONS-RENTALS	65,000	24,950	30,000	30,000	0	0
101-371-605.400	REGISTRATIONS-VACANT BLDG	250,000	(449,511)	100,000	100,000	0	0
101-371-605.500	REGISTRATIONS-VCNT BLDG WAIVER REQ	5,000	250	1,000	1,000	0	0
101-371-606.000	CHARGES-INSPECTIONS (OTHER)	8,000	6,270	8,000	8,000	0	0
101-371-606.100	INSPECTIONS-BUILDING	45,000	19,933	40,000	40,000	0	0
101-371-606.101	INSPECTIONS-ELECTRICAL	30,000	20,355	40,000	40,000	0	0
101-371-606.102	INSPECTIONS-MECHANICAL	30,000	21,843	40,000	40,000	0	0
101-371-606.103	INSPECTIONS-PLUMBING	30,000	34,997	40,000	40,000	0	0
101-371-606.104	INSPECTIONS-RENTAL	60,000	12,705	40,000	40,000	0	0
101-371-606.105	INSPECTIONS-SAFETY	7,000	10,169	7,000	7,000	0	0
101-371-606.200	RENTAL CERT OF OCCUPANCY	10,000	598	10,000	10,000	0	0
101-371-606.215	BUSINESS LICENSE RENEWAL INSPECTIONS	11,000	5,170	5,000	5,000	0	0
101-371-606.300	BUILDING CERT OF OCCUPANCY	2,500	0	2,500	2,500	0	0
101-371-607.000	CHARGES - FEES	1,000	2,290	1,000	1,000	0	0
101-371-626.000	CHARGES - SERVICES	3,250	10,106	6,000	6,000	0	0
101-371-626.001	CHARGES FOR SERVICES-ADMIN FEES	1,750	0	1,750	1,750	0	0
101-371-626.371	CHGS FOR SVCS-WEED/BRUSH CLEANUP	12,500	0	0	0	0	0
101-371-626.748	CODE ENFORCEMENT/COMM POLICIN	10,000	0	0	0	0	0
101-371-655.000	PARKING FINES AND FORFEITS	5,000	629	2,500	2,500	0	0
101-371-676.011	HEALTH INSURANCE CO-PAY REIMBURSE	5,500	6,245	8,845	8,845	0	0
Totals for dept 371 - INSPECTIONS DEPARTMENT		761,760	(113,678)	547,855	547,855	0	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024		2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 446 - PUBLIC WORKS							
101-446-607.000	CHARGES - FEES	1,500	660	1,000	1,000	0	0
101-446-607.446	ADMIN FEE FOR BLIGHTED PICKUP	5,500	0	0	0	0	0
101-446-626.000	CHARGES - SERVICES	140,000	0	0	0	0	0
101-446-667.000	RENT	12,000	6,000	6,000	6,000	0	0
101-446-673.000	SALE OF FIXED ASSETS	25,000	0	0	0	0	0
101-446-679.000	OTHER REVENUE	1,000	530	1,000	1,000	0	0
Totals for dept 446 - PUBLIC WORKS		185,000	7,190	8,000	8,000	0	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 521 - REFUSE COLLECTION						
101-521-607.000	CHARGES - FEES	11,000	11,296	11,000	11,000	0
101-521-626.000	CHARGES - SERVICES	335,115	327,437	335,115	335,115	0
Totals for dept 521 - REFUSE COLLECTION		346,115	338,733	346,115	346,115	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/5/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
	Dept 701 - PLANNING & COMMUNITY DEVELOPE					
101-701-603.000	CHARGES -FOR SERVICES - ADMIN	10,000	5,050	10,000	10,000	0
101-701-603.010	CHARGES FOR SERVICES-FENCE PERMITS	0	545	2,000	2,000	0
	Totals for dept 701 - PLANNING & COMMUNITY DEVELOPE	10,000	5,595	12,000	12,000	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 736 - CITY WIDE EMERGENCY REHAB						
101-736-675.000	CONTRIBUT. FROM PUBLIC SOURCES	45,000	39,692	45,000	45,000	0
Totals for dept 736 - CITY WIDE EMERGENCY REHAB		45,000	39,692	45,000	45,000	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 751 - PARKS DEPARTMENT						
101-751-651.000	CHARGES - USE/ADMISSION	2,000	0	0	0	0
101-751-667.000	RENT	2,000	275	2,000	2,000	0
Totals for dept 751 - PARKS DEPARTMENT		4,000	275	2,000	2,000	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 755 - FARMER'S MARKET						
101-755-626.208	CHGS FOR SERVICES-SPECIAL EVENTS	1,000	0	1,000	1,000	0
101-755-651.000	CHARGES - USE/ADMISSION	2,000	925	1,500	1,500	0
101-755-674.000	CONTRIB FROM PRIVATE SOURCES	5,000	0	0	0	0
Totals for dept 755 - FARMER'S MARKET		8,000	925	2,500	2,500	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

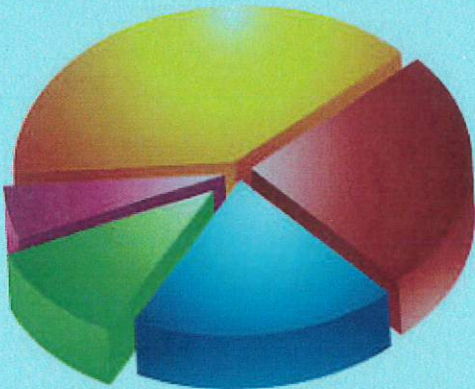
GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 790 - LIBRARY						
101-790-667.000	RENT	6,300	0	0	0	0
101-790-676.000	REIMBURSEMENTS	7,500	7,874	10,000	10,000	0
Totals for dept 790 - LIBRARY		13,800	7,874	10,000	10,000	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

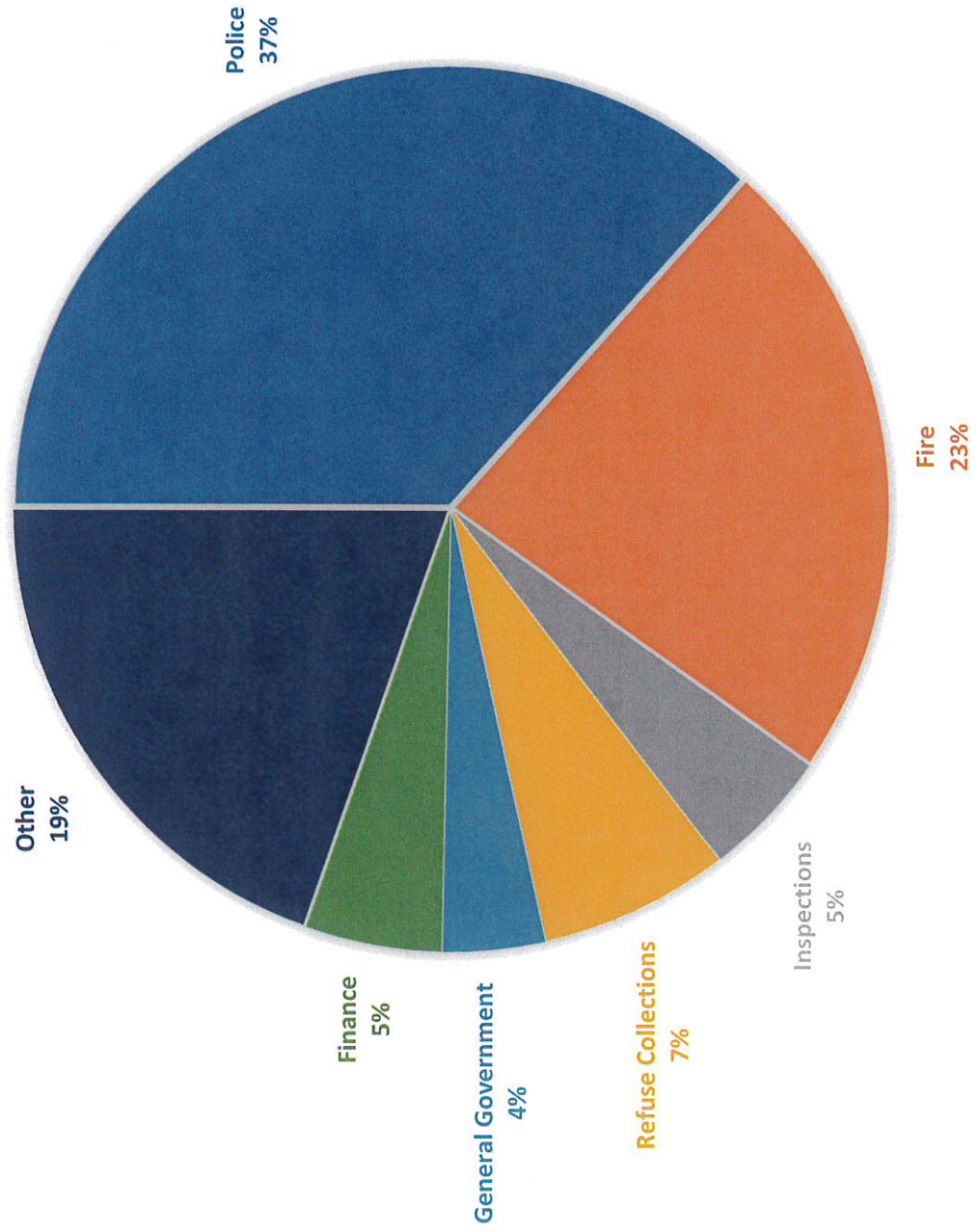
GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
	TOTAL ESTIMATED REVENUES	12,334,261	11,422,844	13,744,239	11,644,239	0



GENERAL FUND EXPENDITURES



FY 2024 GENERAL FUND EXPENDITURES



CITY OF MUSKEGON HEIGHTS – FY2024

CITY COUNCIL

#101-101-702,704	Salaries & Wages	\$22,280.00
	Annual stipend of \$3,240.00 per Councilmember and \$30.00 per special/work session meeting.	
#101-101-741	Operating Supplies	\$ 500.00
	Purchase of Ipad/tablets for City Council members	
#101-101-804	Dues & Subscriptions	\$ 4,000.00
	Annual Michigan Municipal League Dues & Other Councilmember individual dues	
#101-101-850	Communications	\$ 4,000.00
	Monthly Ipad/tablet service	
#101-101-873	Travel Expense	\$ 1,500.00
	Travel for Councilmember training/conferences	
#101-101-901	Printing/Publishing/Advertising	\$ 500.00
	Printing of Councilmember business cards; advertising	
#101-101-957	Education & Training	\$ 3,000.00
	Training/conferences for Councilmembers	
#101-101-958	Registration Fees	\$ 2,500.00
	Registration for conferences for Councilmembers	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
APPROPRIATIONS						
Dept 101 - CITY COUNCIL						
101-101-702.000	SALARIES & WAGES	19,440	18,215	20,400	20,400	0
101-101-704.000	OTHER PAY	3,880	1,410	2,880	2,880	0
101-101-715.000	SOCIAL SECURITY	2,000	1,501	1,708	1,708	0
101-101-719.000	WORKER'S COMPENSATION	60	33	45	45	0
101-101-741.000	OPERATING SUPPLIES	5,000	92	2,000	2,000	0
101-101-804.000	DUES & SUBSCRIPTIONS	8,000	0	4,000	4,000	0
101-101-850.000	COMMUNICATIONS	4,000	2,660	4,000	4,000	0
101-101-873.000	TRAVEL EXPENSE	0	728	1,500	1,500	0
101-101-901.000	PRINTING/PUBLISHING/ADVERTISI	2,000	0	500	500	0
101-101-956.000	MISCELLANEOUS EXPENSE	3,000	29	500	500	0
101-101-957.000	EDUCATION & TRAINING	2,000	0	3,000	3,000	0
101-101-958.000	REGISTRATION FEES	1,000	135	1,000	1,000	0
Totals for dept 101 - CITY COUNCIL		50,380	24,803	41,533	41,533	0

CITY OF MUSKEGON HEIGHTS – FY2024

MAYOR

#101-171-702,704	Salaries & Wages	\$ 5,200.00
	Annual stipend of \$4,560.00 and \$40.00 per special/work session meeting.	
#101-171-741	Operating Supplies	\$ 500.00
	Replacement Ipad/tablet for the Mayor	
#101-171-804	Dues & Subscriptions	\$ 500.00
	Annual dues for the Mayor for various organizations	
#101-171-880	Community Promotions	\$ 500.00
	Community Activities	
#101-171-957	Education & Training	\$ 2,000.00
	Training/conferences for the Mayor	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 171 - MAYOR						
101-171-702.000	SALARIES & WAGES	4,560	4,209	4,560	4,560	0
101-171-704.000	OTHER PAY	640	440	640	640	0
101-171-715.000	SOCIAL SECURITY	400	356	398	398	0
101-171-719.000	WORKER'S COMPENSATION	13	8	11	11	0
101-171-741.000	OPERATING SUPPLIES	1,000	0	500	500	0
101-171-804.000	DUES & SUBSCRIPTIONS	100	0	500	500	0
101-171-850.000	COMMUNICATIONS	500	399	500	500	0
101-171-880.000	COMMUNITY PROMOTION	100	0	500	500	0
101-171-956.000	MISCELLANEOUS EXPENSE	500	30	500	500	0
101-171-957.000	EDUCATION & TRAINING	1,000	0	2,000	2,000	0
Totals for dept 171 - MAYOR		8,813	5,442	10,109	10,109	0

CITY OF MUSKEGON HEIGHTS – FY2024

CITY MANAGER

#101-172-677-716	Health Ins Co-Pay Reimbursement	\$ 5,552.00
	Health Insurance Co-Pay of 20% of employees per resolution-based on full time new hire of City Manager (family)	
#101-172-702	Salaries & Wages	\$ 169,919.00
	Annual salary for the City Manager (new hire) & Executive Assistant to the City Manager.	
#101-172-727	Office Supplies	\$ 2,000.00
	Misc office supplies	
#101-172-728	Copy Costs	\$ 3,000.00
	Printer/copy costs per Office Machines, Inc. contract	
#101-172-801	Professional Services	\$ 12,000.00
	Misc. services on behalf of the City Manager	
#101-172-804	Dues & Subscriptions	\$ 2,000.00
	Dues for the City Manager to different organizations	
#101-172-850	Communications	\$ 5,000.00
	Monthly communications costs & community communications	

#101-172-860	Transportation	\$ 5,400.00
	Monthly vehicle allowance for the City Manager per contract	
#101-172-873	Travel Expense	\$ 1,500.00
	Travel for the City Manager to attend annual ICMA and MME Conferences.	
#101-172-880	Community Promotion	\$ 2,000.00
	Promotional goods/services; Citizens Academy	
#101-172-940	Lease Payments	\$ 2,400.00
	Monthly copier lease payments	
#101-172-957	Education & Training	\$ 4,500.00
	Fees for ICMA, MME and any other training/conferences for the City Manager	
#101-172-958	Registration Fees	\$ 3,000.00
	Registration fees for other events	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024	2024	2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 172 - CITY MANAGER							
101-172-702.000	SALARIES & WAGES	196,422	126,472	169,919	169,919	169,919	0
101-172-703.000	LONGEVITY	3,686	1,873	3,895	3,895	3,895	0
101-172-712.000	SICK PAY	0	300	0	0	0	0
101-172-713.000	VACATION PAY	0	13,600	0	0	0	0
101-172-714.000	HOLIDAY PAY	0	5,940	0	0	0	0
101-172-715.000	SOCIAL SECURITY	11,484	9,320	13,297	13,297	13,297	0
101-172-716.000	HOSPITALIZATION	26,539	5,090	29,963	29,963	29,963	0
101-172-717.000	LIFE INSURANCE	480	166	503	503	503	0
101-172-718.000	RETIREMENT (MERS/ICMA)	5,950	915	8,400	8,400	8,400	0
101-172-719.000	WORKER'S COMPENSATION	918	526	937	937	937	0
101-172-720.000	UNEMPLOYMENT	20	11	20	20	20	0
101-172-721.000	OTHER FRINGE BENEFITS	1,296	782	1,544	1,544	1,544	0
101-172-727.000	OFFICE SUPPLIES	2,000	320	2,000	2,000	2,000	0
101-172-728.000	COPY COST	1,250	2,329	3,000	3,000	3,000	0
101-172-730.000	POSTAGE	3,000	162	3,000	3,000	3,000	0
101-172-741.000	OPERATING SUPPLIES	500	428	500	500	500	0
101-172-801.000	PROFESSIONAL SERVICES	5,000	50,491	12,000	12,000	12,000	0
101-172-804.000	DUES & SUBSCRIPTIONS	2,000	0	2,000	2,000	2,000	0
101-172-850.000	COMMUNICATIONS	10,000	976	5,000	5,000	5,000	0
101-172-860.000	TRANSPORTATION	5,400	900	5,400	5,400	5,400	0
101-172-873.000	TRAVEL EXPENSE	1,500	2,700	1,500	1,500	1,500	0
101-172-880.000	COMMUNITY PROMOTION	2,000	759	2,000	2,000	2,000	0
101-172-880.002	COMMUNITY PROMOTION-STREET FESTIVAL	15,000	0	0	0	0	0
101-172-930.000	REPAIR & MAINTENANCE CONTRACT	200	218	300	300	300	0
101-172-940.000	LEASE PAYMENTS	2,400	0	2,400	2,400	2,400	0
101-172-956.000	MISCELLANEOUS EXPENSE	500	42	500	500	500	0
101-172-957.000	EDUCATION & TRAINING	4,500	1,600	4,500	4,500	4,500	0
101-172-958.000	REGISTRATION FEES	3,000	0	3,000	3,000	3,000	0
Totals for dept 172 - CITY MANAGER		305,045	225,920	275,578	275,578	275,578	0

CITY OF MUSKEGON HEIGHTS – FY2024

FINANCE DEPARTMENT

#101-191-676-011	Health Ins Co-Pay Revenues	\$ 7,403.00
	Health Insurance Co-Pay of 20% of employees per resolution	
#101-191-727	Office Supplies	\$ 1,000.00
	Ink Cartridges, Pens, Copy Paper	
#101-191-730	Postage	\$ 800.00
	Mailing of Accounts Payable Vendor Payments	
#101-191-741	Operating Supplies	\$ 600.00
	Purchase order forms, W-2 forms, A/P & Payroll check forms	
#101-191-801	Professional Services	\$ 40,000.00
	Audit & Actuarial Services	
#101-191-818	Contractual Services	\$ 300,000.00
	Utilization of consulting services during the transition to new Finance staff	
#101-191-901	Printing/Publishing	\$ 500.00
	Advertising for annual budget notice	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 191 - FINANCE DEPT						
101-191-702.000	SALARIES & WAGES	179,000	54,141	95,992	95,992	0
101-191-709.000	OVERTIME	0	8,712	0	0	0
101-191-712.000	SICK PAY	0	453	0	0	0
101-191-714.000	HOLIDAY PAY	0	1,577	0	0	0
101-191-715.000	SOCIAL SECURITY	13,694	4,963	7,344	7,344	0
101-191-716.000	HOSPITALIZATION	60,850	24,836	37,017	37,017	0
101-191-716.100	HOSPITALIZATION - RETIREES	13,995	14,461	17,139	17,139	0
101-191-717.000	LIFE INSURANCE	600	199	186	186	0
101-191-717.100	LIFE INSURANCE-RETIREE	156	139	139	139	0
101-191-718.000	RETIREMENT (MERS/ICMA)	10,740	126	7,680	7,680	0
101-191-719.000	WORKER'S COMPENSATION	806	416	356	356	0
101-191-720.000	UNEMPLOYMENT	30	13	20	20	0
101-191-721.000	OTHER FRINGE BENEFITS	3,888	1,300	1,565	1,565	0
101-191-727.000	OFFICE SUPPLIES	1,000	1,030	1,000	1,000	0
101-191-730.000	POSTAGE	800	1,020	800	800	0
101-191-741.000	OPERATING SUPPLIES	600	257	600	600	0
101-191-801.000	PROFESSIONAL SERVICES	40,000	4,896	40,000	40,000	0
101-191-818.000	CONTRACTUAL SERVICES	270,000	688,610	300,000	300,000	0
101-191-901.000	PRINTING/PUBLISHING/ADVERTISI	500	0	500	500	0
101-191-930.000	REPAIR & MAINTENANCE CONTRACT	4,850	6,997	7,000	7,000	0
101-191-957.000	EDUCATION & TRAINING	5,000	0	5,000	5,000	0
101-191-970.000	CAPITAL OUTLAY	120,000	785	10,000	10,000	0
Totals for dept 191 - FINANCE DEPT		726,509	814,931	532,338	532,338	0

CITY OF MUSKEGON HEIGHTS – FY2024

CITY INCOME TAX

#101-209-727	Office Supplies	\$ 350.00
	Ink Cartridges, Pens, Copy Paper, supplies to transition to web based receipting & tax form filing.	
#101-209-730	Postage	\$ 1,700.00
	Mailing of income tax forms & refund checks	
#101-209-801	Professional Services	\$ 8,000.00
	Services for the e-filing of City tax returns for City residents	
#101-209-901	Printing/Publishing	\$ 4,000.00
	Printing of tax forms	
#101-209-930	Repair & Maintenance Contract	\$ 500.00
	Annual software maintenance/support for income tax program	

Income Tax Department is staffed with one (1) Income Tax Administrator

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 209 - INCOME TAX DEPT						
101-209-702.000	SALARIES & WAGES	62,822	38,979	50,518	50,518	0
101-209-703.000	LONGEVITY	2,609	2,461	5,052	5,052	0
101-209-712.000	SICK PAY	0	2,163	0	0	0
101-209-713.000	VACATION PAY	0	1,825	0	0	0
101-209-714.000	HOLIDAY PAY	0	2,377	0	0	0
101-209-715.000	SOCIAL SECURITY	5,006	3,622	4,252	4,252	0
101-209-716.000	HOSPITALIZATION	20,283	7,911	9,254	9,254	0
101-209-717.000	LIFE INSURANCE	229	54	147	147	0
101-209-718.000	RETIREMENT (MERS/ICMA)	16,339	12,249	21,620	21,620	0
101-209-719.000	WORKER'S COMPENSATION	282	145	206	206	0
101-209-720.000	UNEMPLOYMENT	10	6	10	10	0
101-209-721.000	OTHER FRINGE BENEFITS	996	267	321	321	0
101-209-727.000	OFFICE SUPPLIES	350	97	350	350	0
101-209-730.000	POSTAGE	1,500	1,918	1,700	1,700	0
101-209-741.000	OPERATING SUPPLIES	500	0	500	500	0
101-209-801.000	PROFESSIONAL SERVICES	5,000	7,233	8,000	8,000	0
101-209-873.000	TRAVEL EXPENSE	150	552	750	750	0
101-209-901.000	PRINTING/PUBLISHING/ADVERTIS	3,000	3,626	4,000	4,000	0
101-209-930.000	REPAIR & MAINTENANCE CONTRACT	500	0	500	500	0
101-209-957.000	EDUCATION & TRAINING	100	161	500	500	0
Totals for dept 209 - INCOME TAX DEPT		119,676	85,646	107,680	107,680	0

CITY OF MUSKEGON HEIGHTS – FY2024

CITY CLERK

#101-215-451	Business Licenses	\$ 19,500.00
	Renewal/New applications for business licenses (appx 230 business licenses at \$65.00, 4 waste hauler licenses at \$750.00, 4 food truck licenses at \$350.00 and other misc dance permits & late fees)	
#101-215-741	Operating Supplies	\$ 1,000.00
	Miscellaneous supplies outside of office supplies	
#101-215-804	Dues & Subscriptions	\$ 200.00
	Renewal of County/State clerk dues	
#101-215-873	Travel Expense	\$ 2,000.00
	Travel costs for City Clerk training	
#101-215-901	Printing & Publishing	\$ 4,500.00
	Printing of Ordinance updates & Municode updates (online system updates)	
#101-215-957	Education & Training	\$ 1,000.00
	Fees for City Clerk training/conferences	

This department funds a full time City Clerk.

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 215 - CITY CLERK						
101-215-702.000	SALARIES & WAGES	60,000	49,599	62,097	62,097	0
101-215-703.000	LONGEVITY	4,500	0	0	0	0
101-215-712.000	SICK PAY	1,200	264	0	0	0
101-215-713.000	VACATION PAY	3,000	1,373	0	0	0
101-215-714.000	HOLIDAY PAY	0	2,802	0	0	0
101-215-715.000	SOCIAL SECURITY	4,966	4,134	4,751	4,751	0
101-215-716.000	HOSPITALIZATION	8,113	28,631	18,507	18,507	0
101-215-716.100	HOSPITALIZATION - RETIREES	3,600	7,409	17,139	17,139	0
101-215-717.000	LIFE INSURANCE	192	0	180	180	0
101-215-717.100	LIFE INSURANCE-RETIREE	63	56	63	63	0
101-215-718.000	RETIREMENT (MERS/ICMA)	49,691	0	4,968	4,968	0
101-215-719.000	WORKER'S COMPENSATION	280	168	230	230	0
101-215-720.000	UNEMPLOYMENT	10	6	10	10	0
101-215-721.000	OTHER FRINGE BENEFITS	300	1,089	1,244	1,244	0
101-215-727.000	OFFICE SUPPLIES	1,000	1,356	1,000	1,000	0
101-215-730.000	POSTAGE	500	118	500	500	0
101-215-741.000	OPERATING SUPPLIES	1,000	0	1,000	1,000	0
101-215-804.000	DUES & SUBSCRIPTIONS	50	105	200	200	0
101-215-860.000	TRANSPORTATION	0	215	400	400	0
101-215-873.000	TRAVEL EXPENSE	0	1,994	2,000	2,000	0
101-215-901.000	PRINTING/PUBLISHING/ADVERTISI	10,000	247	5,000	5,000	0
101-215-930.000	REPAIR & MAINTENANCE CONTRACT	200	379	200	200	0
101-215-957.000	EDUCATION & TRAINING	500	665	1,000	1,000	0
101-215-958.000	REGISTRATION FEES	0	850	1,000	1,000	0
Totals for dept 215 - CITY CLERK		149,165	101,460	121,489	121,489	0

CITY OF MUSKEGON HEIGHTS – FY2024

TREASURER'S OFFICE

#101-253-727	Office Supplies	\$ 300.00
	Ink Cartridges, Pens, Copy Paper	
#101-253-730	Postage	\$ 6,000.00
	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	\$ 5,000.00
	Services for credit card machine, computer repairs; temporary staffing	
#101-253-901	Printing/Publishing	\$ 2,500.00
	Printing of summer and winter property tax statements	
#101-253-930	Repair & Maintenance Contract	\$ 1,500.00
	Annual software maintenance/support-cash receipting/tax programs	
#101-253-970	Education & Training	\$ 500.00
	Fund accounting training for staff	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024	2024	2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 253 - TREASURER							
101-253-702.000	SALARIES & WAGES	47,230	0	43,593	43,593	0	0
101-253-709.000	OVERTIME	3,500	0	2,000	2,000	0	0
101-253-715.000	SOCIAL SECURITY	3,881	0	3,488	3,488	0	0
101-253-716.000	HOSPITALIZATION	8,113	(714)	27,763	27,763	0	0
101-253-717.000	LIFE INSURANCE	72	(10)	93	93	0	0
101-253-718.000	RETIREMENT (MERS/ICMA)	2,833	(534)	3,648	3,648	0	0
101-253-719.000	WORKER'S COMPENSATION	228	25	169	169	0	0
101-253-720.000	UNEMPLOYMENT	10	0	10	10	0	0
101-253-721.000	OTHER FRINGE BENEFITS	348	53	1,244	1,244	0	0
101-253-727.000	OFFICE SUPPLIES	200	263	300	300	0	0
101-253-730.000	POSTAGE	3,500	5,790	6,000	6,000	0	0
101-253-741.000	OPERATING SUPPLIES	500	0	500	500	0	0
101-253-801.000	PROFESSIONAL SERVICES	20,000	0	5,000	5,000	0	0
101-253-818.000	CONTRACTUAL SERVICES	0	7,896	0	0	0	0
101-253-901.000	PRINTING/PUBLISHING/ADVERTISI	2,500	40	2,500	2,500	0	0
101-253-930.000	REPAIR & MAINTENANCE CONTRACT	2,900	3,123	1,500	1,500	0	0
101-253-956.000	MISCELLANEOUS EXPENSE	0	2	0	0	0	0
101-253-957.000	EDUCATION & TRAINING	500	0	500	500	0	0
Totals for dept 253 - TREASURER		96,315	15,934	98,308	98,308	0	0

CITY OF MUSKEGON HEIGHTS – FY2024

DATA PROCESSING

#101-256-741	Operating Supplies	\$ 3,000.00
	Computer supplies for City wide data systems	
#101-256-801	Professional Services	\$ 1,000.00
	Rebuild City website and website updates; added computer users; community communication.	
#101-256-818-002	Contractual Services-Technology	\$ 25,000.00
	IT service agreement with Muskegon Central Dispatch	
#101-256-930	Repair & Maintenance Contract	\$ 1,000.00
	Maintenance of IT system, BS&A connectivity	
#101-256-970	Capital outlay	\$ 10,000.00
	Computers; sound system updates for the City Council Chambers	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024		2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 256 - DATA PROCESSING							
101-256-741.000	OPERATING SUPPLIES	3,000	716	3,000	3,000	0	0
101-256-775.000	REPAIR & MAINTENANCE SUPPLIES	2,500	685	2,500	2,500	0	0
101-256-801.000	PROFESSIONAL SERVICES	30,000	2,384	1,000	1,000	0	0
101-256-818.002	CONTRACTUAL SERVICES - TECHNOLOGY	70,000	15,079	25,000	25,000	0	0
101-256-930.000	REPAIR & MAINTENANCE CONTRACT	25,000	0	5,000	1,000	0	0
101-256-970.000	CAPITAL OUTLAY	105,000	32,640	30,000	10,000	0	0
Totals for dept 256 - DATA PROCESSING		235,500	51,504	66,500	42,500	0	0

CITY OF MUSKEGON HEIGHTS – FY2024

ASSESSOR'S OFFICE

#101-257-727	Office Supplies	\$ 100.00
	Ink Cartridges, Pens, Copy Paper	
#101-257-801	Professional Services	\$ 5,000.00
	Training of staff.	
#101-257-818	Contractual Services	\$ 150,000.00
	Contracted Assessing Services-Muskegon County Equalization	
#101-257-930	Repair & Maintenance Contract	\$ 4,000.00
	Annual software maintenance/support-Assessing software	

Department is staffed with a full time Community Service Representative which is shared with the Utility Billing Department (salary & benefits are split between Assessing Department and Utility Billing Department in the Water Fund).

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 257 - ASSESSOR						
101-257-702.000	SALARIES & WAGES	21,418	16,186	22,082	22,082	0
101-257-712.000	SICK PAY	0	199	0	0	0
101-257-713.000	VACATION PAY	0	1,016	0	0	0
101-257-714.000	HOLIDAY PAY	0	1,044	0	0	0
101-257-715.000	SOCIAL SECURITY	1,638	1,400	1,690	1,690	0
101-257-716.000	HOSPITALIZATION	4,067	3,956	4,067	4,067	0
101-257-716.100	HOSPITALIZATION - RETIREES	10,800	10,173	15,727	15,727	0
101-257-717.000	LIFE INSURANCE	39	75	31	31	0
101-257-717.100	LIFE INSURANCE-RETIREE	63	56	56	56	0
101-257-718.000	RETIREMENT (MERS/ICMA)	6,405	5,241	8,597	8,597	0
101-257-719.000	WORKER'S COMPENSATION	96	63	82	82	0
101-257-720.000	UNEMPLOYMENT	0	0	5	5	0
101-257-721.000	OTHER FRINGE BENEFITS	174	240	161	161	0
101-257-727.000	OFFICE SUPPLIES	0	12	100	100	0
101-257-730.000	POSTAGE	0	10	0	0	0
101-257-801.000	PROFESSIONAL SERVICES	180,000	0	5,000	5,000	0
101-257-818.000	CONTRACTUAL SERVICES	125,000	97,552	150,000	150,000	0
101-257-930.000	REPAIR & MAINTENANCE CONTRACT	0	2,270	4,000	4,000	0
Totals for dept 257 - ASSESSOR		349,700	139,493	211,598	211,598	0

CITY OF MUSKEGON HEIGHTS – FY2024

GENERAL GOVERNMENT

#101-261-676-001	Insurance Reimbursement	\$ 2,000.00
	Reimbursement of some workers compensation benefits	
#101-261-677	Flex Spending (FSA) Contributions	\$ 6,000.00
	Employee payroll deductions for the voluntary FSA program	
#101-261-716-100	Hospitalization-Retirees	\$ 19,600.00
	Humana Health Care Plan for Post 65 Retirees	
#101-261-718-000	Retirement (MERS/ICMA)	\$ 58,008.00
	MERS Plans for former employees not covered by Union Contracts	
#101-261-719-000	Workers Compensation	\$ 3,000.00
	Michigan Municipal League-Portion of expense that is left once costs are charged to appropriate fund and departments based on employee earnings.	
#101-261-721-000	Other Fringe Benefits	\$ 6,000.00
	Admin Fees for City flexible spending (funded through employee payroll deductions of the same amount)	
#101-261-730-000	Postage	\$ 10,000.00
	Postage charges not otherwise allocated to a department	

#101-261-801-000	Professional Services	\$ 5,000.00
	COBRA & third party health care administration for compliance with ACA (Affordable Care Act).	
#101-261-804-000	Dues & Subscriptions	\$ 10,000.00
	Municipal Code for online web site hosting of the City's code of ordinances; MPO due for WMSRDC	
#101-261-850-000	Communications	\$ 20,000.00
	Muskegon Central Dispatch hosting of telephone services.	
#101-261-880-000	Community Promotion	\$ 2,000.00
	Misc. donations for hosting City events	
#101-261-940-000	Lease Payments	\$ 5,500.00
	Copier lease payments-main copier	
#101-261-959-000	Contributions to Other Gov't Units	\$ 47,400.00
	Contribution to Muskegon County for the MATS System	
101-261-961-000	Bank Fees	\$ 30,000.00
	Fees from bank for account management with Comerica Bank; some fees associated with resident credit card fees on payments through the Treasurer's Office.	
#101-261-961-000	Insurance	\$ 100,000.00
	Michigan Municipal Liability & Property Pool Insurance annual premiums	

#101-261-970-001

Capital Outlay-Purchase of Foreclosed Property

\$ 60,000.00

Expense to purchase foreclosed property from Muskegon County (Revenues collected from the sale of property).

#101-261-999-200

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.

CITY OF MUSKEGON HEIGHTS
FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 261 - GENERAL GOVERNMENT						
101-261-716.100	HOSPITALIZATION - RETIREES	25,200	13,715	19,600	19,600	0
101-261-717.100	LIFE INSURANCE-RETIREE	63	56	63	63	0
101-261-718.000	RETIREMENT (MERS/ICMA)	93,618	67,944	58,008	58,008	0
101-261-719.000	WORKER'S COMPENSATION	3,000	5,254	3,000	3,000	0
101-261-721.000	OTHER FRINGE BENEFITS	6,000	3,806	6,000	6,000	0
101-261-727.000	OFFICE SUPPLIES	600	0	600	600	0
101-261-730.000	POSTAGE	4,000	304	10,000	10,000	0
101-261-741.000	OPERATING SUPPLIES	1,000	1,701	1,000	1,000	0
101-261-741.200	OPERATING SUPPLIES-SPECIAL PROJECTS	0	1,966	0	0	0
101-261-801.000	PROFESSIONAL SERVICES	5,000	9,816	5,000	5,000	0
101-261-801.200	PROFESSIONAL SVC-STRAND BLDG	0	545	0	0	0
101-261-804.000	DUES & SUBSCRIPTIONS	5,000	9,162	10,000	10,000	0
101-261-818.000	CONTRACTUAL SERVICES	0	526	0	0	0
101-261-818.001	CONTRACTUAL SERVICES - BLDG&GROUNDS	0	175	0	0	0
101-261-850.000	COMMUNICATIONS	20,000	17,522	20,000	20,000	0
101-261-880.000	COMMUNITY PROMOTION	2,000	0	2,000	2,000	0
101-261-880.003	COMMUNITY PROMOTION-FIREWORKS	15,000	(1,000)	0	0	0
101-261-901.000	PRINTING/PUBLISHING/ADVERTISI	0	565	0	0	0
101-261-920.000	UTILITIES	0	22,672	0	0	0
101-261-920.200	UTILITIES-STRAND THEATRE	800	667	800	800	0
101-261-930.000	REPAIR & MAINTENANCE CONTRACT	800	0	800	800	0
101-261-940.000	LEASE PAYMENTS	5,500	3,779	5,500	5,500	0
101-261-955.000	PROPERTY TAX EXPENSE	0	9,427	10,000	10,000	0
101-261-956.000	MISCELLANEOUS EXPENSE	5,000	0	5,000	5,000	0
101-261-956.001	MISC - BANK FEES	15,000	31,895	30,000	30,000	0
101-261-959.000	CONTRIB TO OTHER GOV'T UNITS	62,000	47,399	47,400	47,400	0
101-261-960.200	ADMIN FEE EXPENSES	0	499	0	0	0
101-261-961.000	INSURANCE	160,000	116,632	100,000	100,000	0
101-261-970.001	CAPITAL OUTLAY-PURCHASE OF PROPERTY	60,000	0	60,000	60,000	0
101-261-999.200	TAXES ABATED & WRITTEN OFF	10,000	107	1,000	1,000	0
Totals for dept 261 - GENERAL GOVERNMENT		499,581	365,134	395,771	395,771	0

CITY OF MUSKEGON HEIGHTS – FY2024

ELECTIONS

#101-262-626	Charges for Services	\$ 10,000.00
	Reimbursement from other governments for elections held (ex. State of MI, County of Muskegon)	
#101-262-707	Seasonal & Part Time	\$ 15,000.00
	Stipends for Election workers-3 Elections	
#101-262-730	Postage	\$ 3,000.00
	Postage for mailing of absentee ballots and new ID cards due to redistricting	
#101-262-741	Operating Supplies	\$ 1,000.00
	Supplies for each election and voter ID forms	
#101-262-801	Professional Services	\$ 2,000.00
	Services to repair voting machines	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 262 - ELECTIONS						
101-262-707.000	SEASONAL AND PART TIME	12,000	11,718	15,000	15,000	0
101-262-715.000	SOCIAL SECURITY	56	19	0	0	0
101-262-730.000	POSTAGE	2,000	5,361	1,000	1,000	0
101-262-741.000	OPERATING SUPPLIES	8,000	502	1,000	1,000	0
101-262-801.000	PROFESSIONAL SERVICES	2,000	0	1,000	1,000	0
Totals for dept 262 - ELECTIONS		24,056	17,600	18,000	18,000	0

CITY OF MUSKEGON HEIGHTS – FY2024

BUILDING & GROUNDS (CITY HALL)

#101-265-741	Operating Supplies	\$ 15,000.00
	Janitorial Supplies, landscape supplies for City Hall; rug replacements; paper products	
#101-265-775	Repair & Maintenance Supplies	\$ 7,000.00
	Light bulbs; lift rental; ceiling tiles; plumbing flusher upgrades; replace/repair door closures & electric door strike replacements	
#101-265-801	Professional Services	\$ 28,000.00
	Pest control; garage door maintenance; sprinkler system repairs; access door control updates; city hall landscaping; AV installation	
#101-265-818	Contractual Services	\$ 6,000.00
	Contracted Janitorial Services	
#101-265-920	Utilities	\$ 86,000.00
	Electric/gas/water utilities at City Hall	
#101-265-930	Repair & Maintenance Contract	\$ 30,000.00
	Quarterly maintenance on HVAC (heating & air conditioning system) at City Hall	
#101-265-970	Capital Outlay	\$ 25,000.00
	City Hall Council Chambers carpet replacement; Police Dept stair repairs; City Hall restroom upgrades (counters, mirrors); replace Fire Dept garage door.	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024	2024	2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 265 - BUILDING & GROUNDS							
101-265-707.000	SEASONAL AND PART TIME	5,000	3,648	5,000	5,000	5,000	0
101-265-715.000	SOCIAL SECURITY	2,295	279	383	383	383	0
101-265-719.000	WORKER'S COMPENSATION	225	0	31	31	31	0
101-265-720.000	UNEMPLOYMENT	10	4	5	5	5	0
101-265-741.000	OPERATING SUPPLIES	15,000	16,585	15,000	15,000	15,000	0
101-265-775.000	REPAIR & MAINTENANCE SUPPLIES	12,000	4,304	7,000	7,000	7,000	0
101-265-801.000	PROFESSIONAL SERVICES	48,000	12,425	28,000	28,000	28,000	0
101-265-818.000	CONTRACTUAL SERVICES	15,000	3,085	6,000	6,000	6,000	0
101-265-818.001	CONTRACTUAL SERVICES - BLDG&GROUNDS	2,500	215	2,500	2,500	2,500	0
101-265-901.000	PRINTING/PUBLISHING/ADVERTISI	500	0	500	500	500	0
101-265-920.000	UTILITIES	65,000	81,241	86,000	86,000	86,000	0
101-265-930.000	REPAIR & MAINTENANCE CONTRACT	100,000	3,865	30,000	30,000	30,000	0
101-265-970.000	CAPITAL OUTLAY	70,000	3,565	25,000	25,000	25,000	0
Totals for dept 265 - BUILDING & GROUNDS		335,530	129,216	205,419	205,419	205,419	0

CITY OF MUSKEGON HEIGHTS – FY2024

ATTORNEY SERVICES

#101-266-801 \$ 25,000.00

Professional Services

Misc. attorney services outside of contract

#101-266-818 \$ 210,000.00

Contractual Services

Contracted attorney services with Smith Attorneys Group at Law, P.C.

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 266 - ATTORNEY SERVICES						
101-266-801.000	PROFESSIONAL SERVICES	120,000	102,000	25,000	25,000	0
101-266-818.000	CONTRACTUAL SERVICES	0	0	210,000	210,000	0
101-266-818.301	CONTRACTUAL SERVICES-PROSECUTION	90,000	0	0	0	0
Totals for dept 266 - ATTORNEY SERVICES		210,000	102,000	235,000	235,000	0

CITY OF MUSKEGON HEIGHTS – FY2024

PERSONNEL

#101-270-801	Professional Services	\$ 80,000.00
	Physicals required for newly hired employees; consulting/attorney fees for union grievance issues; contract for new hire for City Manager position.	
#101-270-818	Contractual Services	\$ 1,000.00
	Recruitment for employment positions/HR Services	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 270 - PERSONNEL DEPARTMENT						
101-270-801.000	PROFESSIONAL SERVICES	80,000	151,680	80,000	80,000	0
101-270-818.000	CONTRACTUAL SERVICES	20,000	0	1,000	1,000	0
101-270-901.000	PRINTING/PUBLISHING/ADVERTISI	0	791	0	0	0
101-270-962.000	SETTLEMENT COSTS	60,000	0	0	0	0
Totals for dept 270 - PERSONNEL DEPARTMENT		160,000	152,471	81,000	81,000	0

CITY OF MUSKEGON HEIGHTS – FY2024

POLICE DEPARTMENT

#101-301-543-001	State Grants-Academy Assistance	\$ 30,000.00
	Grant assistance for Police Academy student costs	
#101-301-543-001	G.U.N.S. Program Activities	\$ 30,000.00
#101-301-626	Charges for Services	\$ 20,000.00
	Impound release fees; police report copy fees	
#101-301-655	Parking Fines and Forfeits	\$ 15,000.00
	Parking tickets/fines	
#101-301-676-001	Insurance Reimbursement	\$ 12,000.00
	Reimbursement for initial workers compensation claims	
#101-301-676-011	Health Ins Co-Pay Reimburse	\$ 72,030.00
	Health Insurance Co-Pay of 20% of employees per resolution	
#101-301-679	Other Revenue	\$ 20,000.00
	Auction Proceeds	
#101-301-741	Operating Supplies	\$ 8,000.00
	Ammunition; patrol testing kits; evidence room supplies	
#101-301-775	Repair & Maintenance Supplies	\$ 22,000.00
	Police vehicle fleet repairs	

#101-301-801	Professional Services	\$ 5,000.00
	Misc. inspections; evidence testing services	
#101-301-818	Contractual Services	\$ 87,384.00
	Monthly dispatch fees with Muskegon Central Dispatch	
#101-301-850	Communications	\$ 8,000.00
	Department cell phone charges	
#101-301-860	Transportation	\$ 40,000.00
	Fuel for all police vehicles	
#101-301-930	Repair & Maintenance Contracts	\$ 35,000.00
	Monthly vehicle maintenance contract with Emergency Services	
#101-301-957	Education & Training	\$ 40,000.00
	Continued training for all officers; tuition for academy students per grant agreement	
#101-301-991	Principal	\$ 43,000.00
	Principal payment on five (5) Ford Interceptor vehicles	
#101-301-996	Interest Expense	\$ 6,000.00
	Interest payment on five (5) Ford Interceptor vehicles	

CITY OF MUSKEGON HEIGHTS
FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024	2024	2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 301 - POLICE DEPARTMENT							
101-301-702.000	SALARIES & WAGES	1,740,282	1,172,465	1,717,827	1,717,827	0	0
101-301-702.101	SALARIES & WAGES	111,091	110,594	109,373	109,373	0	0
101-301-702.780	SALARIES & BENEFITS-CORONAVIRUS GRANT	0	25,711	0	0	0	0
101-301-703.000	LONGEVITY	22,800	11,403	24,159	24,159	0	0
101-301-703.101	LONGEVITY PAY	1,559	1,284	3,124	3,124	0	0
101-301-707.102	SALARIES & WAGES-CROSSING GDS	3,160	0	0	0	0	0
101-301-709.000	OVERTIME	140,000	120,449	140,000	140,000	0	0
101-301-709.101	OVERTIME PAY	0	5,301	0	0	0	0
101-301-712.000	SICK PAY	0	49,788	0	0	0	0
101-301-713.000	VACATION PAY	0	88,345	0	0	0	0
101-301-714.000	HOLIDAY PAY	65,000	62,700	70,000	70,000	0	0
101-301-715.000	SOCIAL SECURITY	72,306	38,431	36,915	36,915	0	0
101-301-716.000	HOSPITALIZATION	326,333	304,162	394,150	394,150	0	0
101-301-716.100	HOSPITALIZATION - RETIREES	91,621	75,031	65,600	65,600	0	0
101-301-716.101	HOSPITALIZATION - CLERICAL	22,070	21,590	24,810	24,810	0	0
101-301-717.000	LIFE INSURANCE	1,985	960	4,270	4,270	0	0
101-301-717.100	LIFE INSURANCE-RETIREE	792	989	556	556	0	0
101-301-717.101	LIFE INSURANCE - CLERICAL	120	123	124	124	0	0
101-301-718.000	RETIREMENT (MERS/CMMA)	570,313	418,923	739,631	739,631	0	0
101-301-718.101	RETIREMENT - CLERICAL	20,900	21,912	36,352	36,352	0	0
101-301-719.000	WORKER'S COMPENSATION	52,745	33,251	49,190	49,190	0	0
101-301-719.101	WORKER'S COMPENSATION-CLERICA	478	292	429	429	0	0
101-301-719.102	WORKER'S COMP - CROSSING GUAR	120	0	0	0	0	0
101-301-720.000	UNEMPLOYMENT	534	161	290	290	0	0
101-301-720.101	UNEMPLOYMENT	40	16	30	30	0	0
101-301-720.102	UNEMPLOYMENT - CROSSING GUARD	50	0	0	0	0	0
101-301-721.000	OTHER FRINGE BENEFITS	48,656	18,649	40,906	40,906	0	0
101-301-722.000	CLOTHING ALLOWANCE	30,550	54,964	26,500	26,500	0	0
101-301-722.707	CLOTHING/EQUIPMENT-PART TIME OFFICER	9,000	282	1,000	1,000	0	0
101-301-727.000	OFFICE SUPPLIES	1,000	2,178	2,500	2,500	0	0
101-301-728.000	COPY COST	2,000	618	1,200	1,200	0	0
101-301-730.000	POSTAGE	450	431	450	450	0	0
101-301-741.000	OPERATING SUPPLIES	5,000	10,072	8,000	8,000	0	0
101-301-741.303	GUNS PROGRAM OPERATING SUPPLIES	1,000	407	1,000	1,000	0	0
101-301-775.000	REPAIR & MAINTENANCE SUPPLIES	22,000	22,494	22,000	22,000	0	0
101-301-801.000	PROFESSIONAL SERVICES	5,000	5,085	5,000	5,000	0	0
101-301-801.303	PROFESSIONAL SERVICES-PSN PROGRAM	1,000	1,550	2,000	2,000	0	0
101-301-804.000	DUES & SUBSCRIPTIONS	500	235	500	500	0	0
101-301-818.000	CONTRACTUAL SERVICES	80,000	70,012	87,384	87,384	0	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
101-301-850.000	COMMUNICATIONS	8,000	7,116	8,000	8,000	0
101-301-860.000	TRANSPORTATION	40,000	41,494	40,000	40,000	0
101-301-880.000	COMMUNITY PROMOTION	1,000	0	1,000	1,000	0
101-301-901.000	PRINTING/PUBLISHING/ADVERTISI	2,000	715	2,000	2,000	0
101-301-930.000	REPAIR & MAINTENANCE CONTRACT	35,000	22,070	35,000	35,000	0
101-301-940.002	LEASE - VEHICLES	7,000	8,538	9,315	9,315	0
101-301-957.000	EDUCATION & TRAINING	25,000	51,261	40,000	40,000	0
101-301-957.302	EDUCATION-JUSTICE TRAINING FN	2,500	1,283	2,500	2,500	0
101-301-957.707	TRAINING-PART TIME OFFICERS	3,000	0	3,000	3,000	0
101-301-958.000	REGISTRATION FEES	200	0	200	200	0
101-301-970.000	CAPITAL OUTLAY	60,000	8,186	25,000	25,000	0
101-301-991.000	PRINCIPAL	109,676	42,167	43,000	43,000	0
101-301-993.000	INTEREST EXPENSE	6,000	5,817	6,000	6,000	0
Totals for dept 301 - POLICE DEPARTMENT		3,749,831	2,939,505	3,830,285	3,830,285	0

CITY OF MUSKEGON HEIGHTS – FY2024

FIRE DEPARTMENT

#101-336-606-110	Inspections-Fire	\$ 7,500.00
	Annual fire inspection fees per business license renewal	
#101-336-676-011	Health Ins Co-Pay Reimburse	\$ 25,197.00
	Health Insurance Co-Pay of 20% of employees per resolution	
#101-336-741	Operating Supplies	\$ 40,000.00
	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	\$ 115,000
	Annual B-maintenance on fire trucks; SCBA repairs; increased Fire truck repairs (due to age of trucks)	
#101-336-801	Professional Services	\$ 5,000.00
	Ladder testing; pump testing; SCBA flow testing; medical physicals & TB tests	
#101-336-804	Dues & Subscriptions	\$ 1,500.00
	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	

#101-336-860	Transportation	\$ 5,000.00
	Fuel for all fire vehicles	
#101-336-873	Travel Expense	\$ 5,000.00
	Travel costs for training of fire personnel	
#101-336-880	Community Promotion	\$ 6,000.00
	Open house supplies (booklets, flyers), Halloween party supplies, smoke alarms & fire extinguishers to be installed in residences.	
#101-336-930	Repair & Maintenance Contract	\$ 25,000.00
	Vehicle maintenance	
#101-336-940-002	Lease-Vehicles	\$ 20,000.00
	Lease payment on vehicles through Enterprise	
#101-336-957	Education & Training	\$ 7,000.00
	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	\$ 75,000
	Purchase of fire equipment	

CITY OF MUSKEGON HEIGHTS
FY 2024 PROPOSED BUDGET

GE NUMBER	DESCRIPTION	2023	2023	2024	2024	2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/16/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 336 - FIRE DEPARTMENT							
101-336-702.000	SALARIES & WAGES	985,258	714,610	780,862	979,062	0	0
101-336-703.000	LONGEVITY	13,170	7,993	7,244	7,244	0	0
101-336-709.000	OVERTIME	81,200	205,837	120,000	127,104	0	0
101-336-709.001	OVERTIME-CALL IN HOLIDAY	5,000	0	0	0	0	0
101-336-712.000	SICK PAY	3,715	6,289	5,844	5,844	0	0
101-336-713.000	VACATION PAY	4,500	10,341	11,000	11,000	0	0
101-336-714.000	HOLIDAY PAY	22,000	19,119	25,000	26,246	0	0
101-336-715.000	SOCIAL SECURITY	16,013	14,998	14,968	15,855	0	0
101-336-716.000	HOSPITALIZATION	137,356	166,793	181,511	185,511	0	0
101-336-716.100	HOSPITALIZATION - RETIREES	160,362	139,855	261,527	261,527	0	0
101-336-717.000	LIFE INSURANCE	1,854	1,435	1,404	1,404	0	0
101-336-717.100	LIFE INSURANCE-RETIREE	2,800	2,501	3,470	3,470	0	0
101-336-718.000	RETIREMENT (MERS/ICMA)	334,145	234,180	387,353	387,353	0	0
101-336-719.000	WORKER'S COMPENSATION	48,038	36,045	42,463	45,198	0	0
101-336-720.000	UNEMPLOYMENT	210	117	190	190	0	0
101-336-721.000	OTHER FRINGE BENEFITS	36,766	7,407	24,037	24,037	0	0
101-336-722.000	CLOTHING ALLOWANCE	11,300	12,809	9,450	11,650	0	0
101-336-727.000	OFFICE SUPPLIES	5,000	491	3,000	3,000	0	0
101-336-728.000	COPY COST	1,000	167	1,000	1,000	0	0
101-336-730.000	POSTAGE	400	13	400	400	0	0
101-336-741.000	OPERATING SUPPLIES	15,000	34,562	25,000	40,000	0	0
101-336-775.000	REPAIR & MAINTENANCE SUPPLIES	200,000	20,743	80,000	115,000	0	0
101-336-801.000	PROFESSIONAL SERVICES	5,000	2,122	5,000	5,000	0	0
101-336-804.000	DUES & SUBSCRIPTIONS	3,000	370	1,500	1,500	0	0
101-336-818.000	CONTRACTUAL SERVICES	12,000	7,651	10,000	10,000	0	0
101-336-818.001	CONTRACTUAL SERVICES - BLDG&GROUNDS	10,000	269	0	0	0	0
101-336-818.002	CONTRACTUAL SERVICES - TECHNOLOGY	5,000	0	0	0	0	0
101-336-850.000	COMMUNICATIONS	4,000	7,023	7,000	7,000	0	0
101-336-860.000	TRANSPORTATION	10,000	32,280	30,000	5,000	0	0
101-336-873.000	TRAVEL EXPENSE	5,000	4,163	5,000	5,000	0	0
101-336-880.000	COMMUNITY PROMOTION	5,000	4,490	6,000	6,000	0	0
101-336-901.000	PRINTING/PUBLISHING/ADVERTISI	1,500	0	1,500	1,500	0	0
101-336-930.000	REPAIR & MAINTENANCE CONTRACT	1,000	24,263	25,000	25,000	0	0
101-336-940.002	LEASE - VEHICLES	10,000	6,752	20,000	20,000	0	0
101-336-956.000	MISCELLANEOUS EXPENSE	2,000	16	2,000	2,000	0	0
101-336-957.000	EDUCATION & TRAINING	7,000	3,739	7,000	7,000	0	0
101-336-958.000	REGISTRATION FEES	1,000	0	1,000	1,000	0	0
101-336-970.000	CAPITAL OUTLAY	990,000	643,022	125,000	75,000	0	0
Totals for dept 336 - FIRE DEPARTMENT		3,157,587	2,372,465	2,231,723	2,423,095		

CITY OF MUSKEGON HEIGHTS – FY2024

INSPECTIONS DEPARTMENT

#101-371-801	Professional Services	\$ 75,000.00
	Plumbing, mechanical and electrical contracted inspectors	
#101-371-818	Contractual Services	\$ 2,000.00
	Services for a litter/blight campaign (costs to be shared with CDBG program funding)	
#101-371-930	Repair & Maintenance Contract	\$ 3,000.00
	Annual software maintenance/updates for all building programs	
#101-371-940	Lease Payments	\$ 15,000.00
	Vehicle lease payments through Enterprise	
#101-371-957	Education & Training	\$ 3,000.00
	Annual conference for Chief Building Official and staff to maintain credits for licensing; training for new hires	
#101-371-970	Capital Outlay	\$ 5,000.00
	Purchase of replacement office equipment	

The Inspections department is staffed with a full time Chief Building Official, a full time Account Clerk II, a part time Housing Inspector/Code Enforcement Officer and a full time Housing Inspector/Code Enforcement Officer.

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 371 - INSPECTIONS DEPARTMENT						
101-371-702.000	SALARIES & WAGES	238,825	128,821	182,765	182,765	0
101-371-703.000	LONGEVITY	6,243	4,287	8,242	8,242	0
101-371-709.000	OVERTIME	10,000	159	0	0	0
101-371-712.000	SICK PAY	6,893	1,941	0	0	0
101-371-713.000	VACATION PAY	4,118	23,860	0	0	0
101-371-714.000	HOLIDAY PAY	6,037	6,782	0	0	0
101-371-715.000	SOCIAL SECURITY	18,748	12,687	0	0	0
101-371-716.000	HOSPITALIZATION	39,883	27,072	59,227	59,227	0
101-371-716.100	HOSPITALIZATION - RETIREES	7,200	3,391	3,932	3,932	0
101-371-717.000	LIFE INSURANCE	318	215	304	304	0
101-371-717.100	LIFE INSURANCE-RETIREE	63	56	56	56	0
101-371-718.000	RETIREMENT (MIERS/ICMA)	70,928	39,692	114,139	114,139	0
101-371-719.000	WORKER'S COMPENSATION	1,713	564	1,068	1,068	0
101-371-720.000	UNEMPLOYMENT	70	17	40	40	0
101-371-721.000	OTHER FRINGE BENEFITS	1,581	819	2,228	2,228	0
101-371-727.000	OFFICE SUPPLIES	2,000	864	2,000	2,000	0
101-371-728.000	COPY COST	500	0	500	500	0
101-371-730.000	POSTAGE	1,000	250	1,000	1,000	0
101-371-741.000	OPERATING SUPPLIES	2,000	1,470	2,000	2,000	0
101-371-775.000	REPAIR & MAINTENANCE SUPPLIES	1,000	210	1,000	1,000	0
101-371-801.000	PROFESSIONAL SERVICES	60,000	70,330	75,000	75,000	0
101-371-804.000	DUES & SUBSCRIPTIONS	1,000	450	1,000	1,000	0
101-371-818.000	CONTRACTUAL SERVICES	5,000	350	2,000	2,000	0
101-371-850.000	COMMUNICATIONS	5,000	1,510	2,000	2,000	0
101-371-860.000	TRANSPORTATION	3,600	1,048	3,600	3,600	0
101-371-873.000	TRAVEL EXPENSE	1,500	0	1,500	1,500	0
101-371-901.000	PRINTING/PUBLISHING/ADVERTISI	900	0	900	900	0
101-371-930.000	REPAIR & MAINTENANCE CONTRACT	3,000	2,609	3,000	3,000	0
101-371-940.000	LEASE PAYMENTS	10,000	12,765	15,000	15,000	0
101-371-940.001	LEASE - OFFICE EQUIPMENT	3,000	0	1,000	1,000	0
101-371-956.000	MISCELLANEOUS EXPENSE	1,000	288	1,000	1,000	0
101-371-957.000	EDUCATION & TRAINING	5,000	1,160	3,000	3,000	0
101-371-958.000	REGISTRATION FEES	500	0	500	500	0
101-371-970.000	CAPITAL OUTLAY	20,000	0	5,000	5,000	0
Totals for dept 371 - INSPECTIONS DEPARTMENT		538,620	343,667	493,001	493,001	0

CITY OF MUSKEGON HEIGHTS – FY2024

PUBLIC WORKS (FACILITY)

#101-446-727	Clothing Allowance	\$ 2,000.00
	Contractual clothing allowance for DPW employees	
#101-446-727	Office Supplies	\$ 1,500.00
	Ink cartridges, pens, copy paper, etc.	
#101-446-730	Postage	\$ 500.00
	Postage to mail invoices for blight & other violations	
#101-446-741	Operating Supplies	\$ 3,500.00
	Janitorial supplies, medical supplies, gloves, safety vests, rain coats, miscellaneous supplies (steel, welding supplies)	
#101-446-801	Professional Services	\$ 3,000.00
	Fire extinguisher services, mechanics rags cleaning, Rohr equipment (gas system), two way radio repairs.	
#101-446-818	Contractual Services	\$ 50,000.00
	Contracted services for lawn and yard cleanup/leaf cleanup	
#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	\$ 2,000.00
	Software/computer maintenance and support	
#101-446-940	Lease Payments	\$ 22,000.00
	Monthly capital lease payment on loader	
#101-446-970	Capital Outlay	\$ 25,000.00

DPW building light repairs/upgrades (garage); leaf vacuum equipment

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 446 - PUBLIC WORKS						
101-446-722.000	CLOTHING ALLOWANCE	2,000	1,442	2,000	2,000	0
101-446-727.000	OFFICE SUPPLIES	1,500	2,837	1,500	1,500	0
101-446-730.000	POSTAGE	500	0	500	500	0
101-446-741.000	OPERATING SUPPLIES	3,500	16,198	3,500	3,500	0
101-446-775.000	REPAIR & MAINTENANCE SUPPLIES	2,000	15,789	2,000	2,000	0
101-446-801.000	PROFESSIONAL SERVICES	3,000	3,107	3,000	3,000	0
101-446-804.000	DUES & SUBSCRIPTIONS	1,000	0	1,000	1,000	0
101-446-818.000	CONTRACTUAL SERVICES	50,000	55,971	50,000	50,000	0
101-446-818.001	CONTRACTUAL SERVICES - BLDG&GROUNDS	5,000	3,600	5,000	5,000	0
101-446-818.002	CONTRACTUAL SERVICES - TECHNOLOGY	4,000	0	4,000	4,000	0
101-446-818.003	CONTRACTUAL SERVICES-CITY LOTS	10,000	0	10,000	10,000	0
101-446-850.000	COMMUNICATIONS	3,000	0	3,000	3,000	0
101-446-860.000	TRANSPORTATION	0	810	0	0	0
101-446-901.000	PRINTING/PUBLISHING/ADVERTISI	0	1,099	0	0	0
101-446-920.000	UTILITIES	28,000	43,527	45,000	45,000	0
101-446-920.001	UTILITIES-LIGHTS	1,000	0	0	0	0
101-446-920.003	UTILITIES-WATER	0	4,428	5,000	5,000	0
101-446-930.000	REPAIR & MAINTENANCE CONTRACT	2,000	0	2,000	2,000	0
101-446-940.000	LEASE PAYMENTS	22,000	22,159	22,000	22,000	0
101-446-941.000	RENTAL PAYMENTS	0	1,944	2,000	2,000	0
101-446-970.000	CAPITAL OUTLAY	25,000	4,175	25,000	25,000	0
Totals for dept 446 - PUBLIC WORKS		163,500	177,086	186,500	186,500	0

CITY OF MUSKEGON HEIGHTS – FY2024

STREET LIGHTING

#101-448-920

Utilities

\$ 215,000.00

Electric utility for street lighting throughout the City limits.

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 448 - STREET LIGHTING						
101-448-920.000	UTILITIES	180,000	180,747	215,000	215,000	0
	Totals for dept 448 - STREET LIGHTING	180,000	180,747	215,000	215,000	0

CITY OF MUSKEGON HEIGHTS – FY2024

TRAFFIC DEPARTMENT

#101-474-741	Operating Supplies	\$ 5,000.00
	Parking, traffic signs-part and repairs	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/5/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
	Dept 474 - TRAFFIC DEPARTMENT					
101-474-741.000	OPERATING SUPPLIES	0	0	5,000	5,000	0
101-474-970.000	CAPITAL OUTLAY	5,000	0	0	0	0
	Totals for dept 474 - TRAFFIC DEPARTMENT	5,000	0	5,000	5,000	0

CITY OF MUSKEGON HEIGHTS – FY2024

REFUSE COLLECTION

#101-521-607	Charges-Fees	\$ 11,000.00
	Fees charged for the purchase of bulk item stickers	
#101-521-626	Charges for Services	\$ 335,115.00
	Monthly billing for Sanitation fees (trash removal) – \$8.00 per month per residential property	
#101-521-818	Contractual Services	\$ 675,736.00
	Contracted trash removal services with Republic Services (3% increase for FY2024 to \$56,311.32 per month)	
#101-521-818-010	Contractual Services-Tip Fees	\$ 55,000.00

Additional tipping fees outside of the contract. Funds portioned to be used for community cleanup dumpster incentives.

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 521 - REFUSE COLLECTION						
101-521-818.000	CONTRACTUAL SERVICES	656,054	609,659	675,736	675,736	0
101-521-818.010	CONTRACTUAL SERVICES-TIP FEES	55,000	40,957	55,000	55,000	0
	Totals for dept 521 - REFUSE COLLECTION	711,054	650,616	730,736	730,736	0

CITY OF MUSKEGON HEIGHTS – FY2024

MOTOR POOL

#101-596-775	Repair & Maintenance Supplies	\$ 13,000.00
	Vehicle maintenance supplies for DPW fleet, including oil, coolants, lighting, etc.	
#101-596-970	Capital Outlay	\$ 7,000.00
	Purchase of additional equipment for DPW	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 596 - MOTOR POOL						
101-596-741.000	OPERATING SUPPLIES	0	190	0	0	0
101-596-775.000	REPAIR & MAINTENANCE SUPPLIES	30,000	10,913	13,000	13,000	0
101-596-970.000	CAPITAL OUTLAY	0	4,276	7,000	7,000	0
Totals for dept 596 - MOTOR POOL		30,000	15,379	20,000	20,000	0

CITY OF MUSKEGON HEIGHTS – FY2024

PLANNING & COMMUNITY DEVELOPMENT (ZONING)

#101-701-603 Charges for Service-Admin \$ 10,000.00

Revenues collected are zoning fees for special use permits, variances, etc.

#101-701-801 Professional Services \$ 12,000.00

This expense is for the contract for zoning services for the City of Muskegon Heights by Mike Franzak.

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 701 - PLANNING & COMMUNITY DEVELOPE						
101-701-727.000	OFFICE SUPPLIES	0	452	500	500	0
101-701-801.000	PROFESSIONAL SERVICES	10,000	10,880	12,000	12,000	0
101-701-901.000	PRINTING/PUBLISHING/ADVERTISI	0	152	0	0	0
101-701-940.001	LEASE - OFFICE EQUIPMENT	0	2,092	1,700	1,700	0
101-701-964.000	REFUND	0	14,989	0	0	0
Totals for dept 701 - PLANNING & COMMUNITY DEVELOPE		10,000	28,565	14,200	14,200	0

CITY OF MUSKEGON HEIGHTS – FY2024

CITY WIDE EMERGENCY REHAB (736)

This department is utilized for receipts and payments of the DTE furnace replacement program. This department will continue to have a budget for FY2024 in the amount of \$45,000.00 each in revenues and \$30,000.00 in expenses. This is a reimbursement program and the City earns a small administration fee from each project for the facilitation of the program.

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 736 - CITY WIDE EMERGENCY REHAB						
101-736-801.000	PROFESSIONAL SERVICES	45,000	23,239	30,000	30,000	0
	Totals for dept 736 - CITY WIDE EMERGENCY REHAB	45,000	23,239	30,000	30,000	0

CITY OF MUSKEGON HEIGHTS – FY2024

PARKS DEPARTMENT

#101-751-818	Contractual Services	\$ 30,000.00
	Lawn Care maintenance at all City parks (Mona Lake Park, J O Harris Park, 8 th Street Park, Veterans Park, Rowan Park)	
#101-751-920	Utilities	\$ 25,000.00
	Electric and water utilities at all city parks	
#101-751-930	Repair & Maintenance Contract	\$ 10,000.00
	Increase lighting in parks; miscellaneous plumbing & electrical repairs in the parks; repair park benches in Rowan Park	
#101-751-970	Capital Outlay	\$ 30,000.00
	Manage flooding at Mona Lake Park; new signs & posts in parks	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 751 - PARKS DEPARTMENT						
101-751-709.000	OVERTIME	0	3,217	5,000	5,000	0
101-751-745.000	SOCIAL SECURITY	0	246	383	383	0
101-751-741.000	OPERATING SUPPLIES	2,000	2,544	3,000	3,000	0
101-751-775.000	REPAIR & MAINTENANCE SUPPLIES	2,500	152	2,000	2,000	0
101-751-801.000	PROFESSIONAL SERVICES	2,000	747	2,000	2,000	0
101-751-818.000	CONTRACTUAL SERVICES	60,000	11,101	30,000	30,000	0
101-751-850.000	COMMUNICATIONS	500	0	0	0	0
101-751-920.000	UTILITIES	8,300	23,408	25,000	25,000	0
101-751-930.000	REPAIR & MAINTENANCE CONTRACT	3,000	16,807	10,000	10,000	0
101-751-940.000	LEASE PAYMENTS	0	7,500	0	0	0
101-751-941.000	RENTAL PAYMENTS	0	245	500	500	0
101-751-970.000	CAPITAL OUTLAY	30,000	0	30,000	30,000	0
Totals for dept 751 - PARKS DEPARTMENT		108,300	65,967	107,883	107,883	0

CITY OF MUSKEGON HEIGHTS – FY2024

FARMERS MARKET

#101-755-626-208	Charges for Services-Special Events	\$ 1,000.00
	Revenues generated from special events in the Farmers Market.	
#101-755-651	Charges-Use/Admission	\$ 1,500.00
	Stall rental fees for farmers/flea market	
#101-755-741	Operating Supplies	\$ 2,000.00
	Supplies necessary to sustain the market	
#101-755-801	Professional Services	\$ 10,000.00
	Compensation for a seasonal Market Manager	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024		2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 755 - FARMER'S MARKET							
101-755-702.000	SALARIES & WAGES	3,500	0	0	0	0	0
101-755-715.000	SOCIAL SECURITY	280	0	0	0	0	0
101-755-719.000	WORKER'S COMPENSATION	18	0	0	0	0	0
101-755-720.000	UNEMPLOYMENT	2	0	0	0	0	0
101-755-741.000	OPERATING SUPPLIES	3,000	852	2,000	2,000	0	0
101-755-775.000	REPAIR & MAINTENANCE SUPPLIES	0	316	1,000	1,000	0	0
101-755-801.000	PROFESSIONAL SERVICES	0	9,376	10,000	10,000	0	0
101-755-920.000	UTILITIES	1,100	1,473	1,600	1,600	0	0
Totals for dept 755 - FARMER'S MARKET		7,900	12,017	14,600	14,600	0	0

CITY OF MUSKEGON HEIGHTS – FY2024

LIBRARY

#101-790-676	Reimbursements	\$ 10,000.00
	Payment made from the City by Muskegon Area District Library for reimbursement of expenses incurred in FY2022 for the maintenance and utilities at the library.	
#101-790-920	Utilities	\$ 7,500.00
	Electric/gas/water utilities provided to the Library. Muskegon Area District Library provides telephone & internet for the library.	
#101-790-970	Capital Outlay	\$ 5,000.00
	Additional upgrades to the library	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 790 - LIBRARY						
101-790-775.000	REPAIR & MAINTENANCE SUPPLIES	2,500	0	1,000	1,000	0
101-790-801.000	PROFESSIONAL SERVICES	1,000	85	1,000	1,000	0
101-790-920.000	UTILITIES	7,500	6,206	7,500	7,500	0
101-790-970.000	CAPITAL OUTLAY	10,000	0	5,000	5,000	0
Totals for dept 790 - LIBRARY		21,000	6,291	14,500	14,500	0

CITY OF MUSKEGON HEIGHTS – FY2024

CAPITAL DETAIL (DEBT)

#101-901-991-010	Principal-Brownfield Rev Loan	\$ 8,892.00
#101-901-996-010	Interest-Brownfield Rev Loan	\$ 407.00

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	\$130,000.00
#101-901-996-021	Interest-\$1.75M Capital Improvement Bond	\$ 22,948.00

Principal & Interest for the \$1.75M Capital Improvement Bond secured in FY2013. This bond funding was used to purchase three (3) plow trucks for DPW, three (3) Police cruisers, refurbishment of two (2) Fire trucks, a roof for City Hall and the Muskegon Heights Library, along with other smaller upgrades at City Hall. This debt will be paid off at the end of FY2028. This debt is funded by a 2 mil tax on summer property taxes.

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

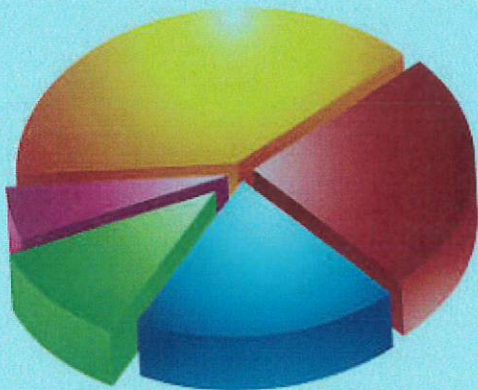
GL NUMBER	DESCRIPTION	2023	2023	2024	2024	2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 901 - CAPITAL DETAIL							
101-901-991.010	PRINCIPAL-BROWNFIELD REV LOAN	8,760	8,752	8,892	8,892	0	0
101-901-991.021	PRINCIPAL-\$1.75M CAP IMP BOND	125,000	0	130,000	130,000	0	0
101-901-993.010	INTEREST-BROWNFIELD REV LOAN	538	537	407	407	0	0
101-901-993.021	INTEREST-\$1.75M CAP IMP BOND	27,136	29,145	22,948	22,948	0	0
Totals for dept 901 - CAPITAL DETAIL		161,434	38,434	162,247	162,247	0	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
TOTAL APPROPRIATIONS		12,213,496	9,085,532	10,455,998	10,431,998	0
NET OF REVENUES/APPROPRIATIONS - FUND 101		120,765	2,337,312	3,288,241	1,212,241	0



SPECIAL REVENUE FUNDS



CITY OF MUSKEGON HEIGHTS – FY2024

MAJOR STREET

REVENUES

#202-000-574 State Revenue Sharing \$1,051,650.00

Act 51 revenues allocated to the City's Major Streets based on MDOT's formula that includes the City's population and the gas taxes received by the State of Michigan.

#202-000-677-716 Health Insurance Co-Pay Reimbursement \$ 12,631.00

This reimbursement is the 20% health insurance co-pay paid by full time employees per bargaining unit agreements. The City pays 80% of health insurance premiums.

#202-478-574 State Revenue Sharing \$ 10,000.00

Winter allocation from the State of MI for snow plowing

CITY OF MUSKEGON HEIGHTS – FY2024

MAJOR STREET

EXPENSES

#202-001-801	Professional Services (Admin)	\$ 10,000.00
	Engineering costs for street projects scheduled during FY2024:	
#202-001-965-203	Contributions to Other Funds	\$ 325,000.00
	Contribution to Local Streets for necessary expenditures for salaries/benefits and costs for local street maintenance.	
	<u>Routine Maintenance (April through November)</u>	
#202-463-741	Operating Supplies	\$ 50,000.00
	Asphalt street patching material, street name signs, traffic control signs & posts	
#202-463-801	Professional Services	\$ 75,000.00
	Street sweeping contract for major streets (\$50K); Tree trimming program (\$20K); Emergency tree removals (\$5K)	
#202-463-818	Contractual Services	\$ 60,000.00
	Temporary/seasonal staffing for DPW (summer season)	
#202-463-860	Transportation	\$ 5,000.00
	Unleaded and diesel fuel costs for equipment used on Major Streets	

#202-463-940 Lease Payments \$ 72,000.00

Monthly lease payment to Enterprise for DPW vehicles

#202-463-941 Rental Payments \$ 50,000.00

Equipment rental payment to General Fund for use of DPW fleet equipment. All DPW trucks and equipment are assets of the General Fund and are rented to Street Funds at an equipment rate established by the State of Michigan.

#202-463-970 Capital Outlay \$ 115,000.00

Sidewalk replacement in the downtown area (non-motorized Act 51 expense); other capital costs related to Broadway Avenue reconstruction.

Traffic

#202-474-741 Operating Supplies \$ 7,000.00

Lane striping and RR crossing posts & street markings

#202-474-801 Professional Services \$ 12,000.00

Traffic signal electricity (MDOT) & signal repairs

#202-474-920 Utilities \$ 26,000.00

Traffic signal energy costs on Major Streets

#202-474-930 Repair & Maintenance Contract \$ 8,200.00

Michigan Shore Railroad annual signal maintenance invoice

Winter Maintenance (December through March)

#202-478-741	Operating Supplies	\$ 12,000.00
	Salt & sand for major streets during winter; plow truck blades; cold patch for pothole repairs	
#202-478-818	Contractual Services	\$ 10,000.00
	Temporary/seasonal staffing for DPW (winter season)	
#202-478-860	Transportation	\$ 15,000.00
	Unleaded & diesel fuel for DPW vehicles	
#202-478-941	Rental Payments	\$ 20,000.00

Equipment rental payment to General Fund for use of DPW fleet equipment. All DPW trucks and equipment are assets of the General Fund and are rented to Street Funds at an equipment rate established by the State of Michigan.

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Fund 202 - MAJOR STREET						
ESTIMATED REVENUES						
Dept 000						
202-000-400.000	APPROPRIATION OF FUND BALANCE	650,000	0	0	200,000	0
202-000-574.000	STATE REVENUE SHARING	1,051,650	446,867	1,051,650	1,051,650	0
202-000-676.000	REIMBURSEMENTS	0	3,120	0	0	0
202-000-676.011	HEALTH INSURANCE CO-PAY REIMBURSE	6,000	6,841	12,631	12,631	0
202-000-679.000	OTHER REVENUE	0	359	0	0	0
202-000-699.203	TRANSFER FROM LOCAL STREETS	0	70,535	0	0	0
Totals for dept 000 -		1,707,650	527,722	1,064,281	1,264,281	0
Dept 478 - WINTER MAINTENANCE DEPARTMENT						
202-478-574.000	STATE REVENUE SHARING	10,000	0	10,000	10,000	0
Totals for dept 478 - WINTER MAINTENANCE DEPARTMENT		10,000	0	10,000	10,000	0
TOTAL ESTIMATED REVENUES		1,717,650	527,722	1,074,281	1,274,281	0

CITY OF MUSKEGON HEIGHTS
FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
APPROPRIATIONS						
Dept 001 - ADMINISTRATION						
202-001-801.000	PROFESSIONAL SERVICES	66,000	0	10,000	10,000	0
202-001-959.000	CONTRIB TO OTHER GOV'T UNITS	100,000	0	0	0	0
202-001-965.203	CONTRIBUTIONS TO OTHER FUNDS	530,000	0	325,000	325,000	0
Totals for dept 001 - ADMINISTRATION		696,000	0	335,000	335,000	0
Dept 463 - ROUTINE MAINTENANCE DEPARTMENT						
202-463-702.000	SALARIES & WAGES	183,273	97,349	127,328	127,328	0
202-463-703.000	LONGEVITY	3,500	2,000	2,157	2,157	0
202-463-704.000	OTHER PAY	3,900	4,800	5,148	5,148	0
202-463-709.000	OVERTIME	6,600	1,132	6,600	6,600	0
202-463-712.000	SICK PAY	3,000	4,028	0	0	0
202-463-713.000	VACATION PAY	5,000	5,470	0	0	0
202-463-714.000	HOLIDAY PAY	3,000	3,448	0	0	0
202-463-715.000	SOCIAL SECURITY	14,637	9,045	0	0	0
202-463-716.000	HOSPITALIZATION	69,986	51,224	10,858	10,858	0
202-463-716.100	HOSPITALIZATION - RETIREES	12,000	19,378	44,322	44,322	0
202-463-717.000	LIFE INSURANCE	525	550	15,571	15,571	0
202-463-717.100	LIFE INSURANCE-RETIREE	100	167	348	348	0
202-463-718.000	RETIREMENT (MERS/ICMA)	37,520	37,991	150	150	0
202-463-719.000	WORKER'S COMPENSATION	12,946	5,515	42,697	42,697	0
202-463-720.000	UNEMPLOYMENT	120	55	7,995	7,995	0
202-463-721.000	OTHER FRINGE BENEFITS	3,753	2,115	90	90	0
202-463-741.000	OPERATING SUPPLIES	25,000	73,423	2,478	2,478	0
202-463-775.000	REPAIR & MAINTENANCE SUPPLIES	0	493	50,000	50,000	0
202-463-801.000	PROFESSIONAL SERVICES	75,000	127,126	0	0	0
202-463-818.000	CONTRACTUAL SERVICES	15,000	54,511	75,000	75,000	0
202-463-860.000	TRANSPORTATION	5,000	3,073	40,000	60,000	0
202-463-940.000	LEASE PAYMENTS	0	112,348	5,000	5,000	0
202-463-941.000	RENTAL PAYMENTS	50,000	0	72,000	72,000	0
202-463-956.000	MISCELLANEOUS EXPENSE	0	1,025	50,000	50,000	0
202-463-970.000	CAPITAL OUTLAY	115,000	0	0	0	0
Totals for dept 463 - ROUTINE MAINTENANCE DEPARTMENT		644,860	616,266	672,742	692,742	0

CITY OF MUSKEGON HEIGHTS
FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 474 - TRAFFIC DEPARTMENT						
202-474-741.000	OPERATING SUPPLIES	7,000	0	7,000	5,000	0
202-474-801.000	PROFESSIONAL SERVICES	50,000	3,841	12,000	12,000	0
202-474-920.000	UTILITIES	24,000	23,685	26,000	26,000	0
202-474-930.000	REPAIR & MAINTENANCE CONTRACT	8,200	7,692	8,200	12,000	0
	Totals for dept 474 - TRAFFIC DEPARTMENT	89,200	35,218	53,200	55,000	0
Dept 478 - WINTER MAINTENANCE DEPARTMENT						
202-478-702.000	SALARIES & WAGES	90,916	44,704	68,245	68,245	0
202-478-704.000	OTHER PAY	1,000	1,950	2,652	2,652	0
202-478-709.000	OVERTIME	3,400	1,136	3,400	3,400	0
202-478-712.000	SICK PAY	2,000	2,155	0	0	0
202-478-713.000	VACATION PAY	1,600	2,492	0	0	0
202-478-714.000	HOLIDAY PAY	3,800	3,401	0	0	0
202-478-715.000	SOCIAL SECURITY	7,540	4,272	5,593	5,593	0
202-478-716.000	HOSPITALIZATION	36,053	0	22,833	22,833	0
202-478-716.100	HOSPITALIZATION - RETIREES	7,800	0	0	0	0
202-478-717.000	LIFE INSURANCE	271	0	180	180	0
202-478-717.100	LIFE INSURANCE-RETIREE	50	0	0	0	0
202-478-718.000	RETIREMENT (MERS/ICMA)	19,329	0	21,996	21,996	0
202-478-719.000	WORKER'S COMPENSATION	6,669	2,799	4,118	4,118	0
202-478-721.000	OTHER FRINGE BENEFITS	1,933	0	1,277	1,277	0
202-478-741.000	OPERATING SUPPLIES	48,000	9,917	12,000	12,000	0
202-478-775.000	REPAIR & MAINTENANCE SUPPLIES	1,500	0	1,500	1,500	0
202-478-818.000	CONTRACTUAL SERVICES	20,000	7,312	10,000	10,000	0
202-478-860.000	TRANSPORTATION	5,000	12,507	15,000	15,000	0
202-478-941.000	RENTAL PAYMENTS	20,000	0	20,000	20,000	0
	Totals for dept 478 - WINTER MAINTENANCE DEPARTMENT	276,861	92,645	188,794	188,794	0
TOTAL APPROPRIATIONS		1,706,921	744,129	1,249,736	1,271,536	0
NET OF REVENUES/APPROPRIATIONS - FUND 202		10,729	(216,407)	(175,455)	2,745	0

CITY OF MUSKEGON HEIGHTS – FY2024

LOCAL STREET

REVENUES

#203-000-574 State Revenue Sharing \$ 392,665.00

Act 51 revenues allocated to the City's Major Streets based on MDOT's formula that includes the City's population and the gas taxes received by the State of Michigan.

#203-000-677-716 Health Insurance Co-Pay Reimbursement \$ 8,030.00

This reimbursement is the 20% health insurance co-pay paid by full time employees per bargaining unit agreements. The City pays 80% of health insurance premiums.

#203-000-699-202 Contributions from Other Funds \$ 325,000.00

Contribution from Major Street to Local Street for necessary expenditures for local street maintenance.

CITY OF MUSKEGON HEIGHTS – FY2022

LOCAL STREET

EXPENSES

Administration

#202-001-965-204 Contributions to Other Funds-Municipal Street Fund (#204) \$ 100,000.00

Contribution to from Local Street to the Municipal Street Fund to provide additional funding to support the millage revenues for local street work/maintenance.

Routine Maintenance (April through November)

#203-463-741 Operating Supplies \$ 25,000.00

Asphalt street patching material for local streets; recycled material for gravel roads; street name signs

#203-463-801 Professional Services \$ 15,000.00

Street sweeping contract for local streets; Tree Trimming; Emergency tree removals from local streets

#203-463-818 Contractual Services \$ 60,000.00

Temporary/seasonal staffing for DPW (summer season)

#203-463-860 Transportation \$ 4,000.00

Unleaded and diesel fuel for DPW vehicles

#203-463-940 Lease payments \$ 90,000.00

Monthly vehicle lease payments with Enterprise for DPW vehicles

#203-463-941	Rental Payments	\$ 50,000.00
	Equipment rental payment to General Fund for use of DPW fleet equipment. All DPW trucks and equipment are assets of the General Fund and are rented to Street Funds at an equipment rate established by the State of Michigan.	
#203-463-970	Capital Outlay	\$ 15,000.00
	Micro seal and crack seal various local streets (to supplement millage funding)	
<u>Traffic</u>		
#203-474-741	Operating Supplies	\$ 1,200.00
	Replacement street name signs & posts (damaged)	
<u>Winter Maintenance (December through March)</u>		
#203-478-741	Operating Supplies	\$ 10,000.00
	Sand and cold patch for local streets during winter	
#203-478-818	Contractual Services	\$ 8,000.00
	Temporary/seasonal staffing for DPW (winter season)	
#203-478-860	Transportation	\$ 8,000.00
	Unleaded and diesel fuel for DPW vehicles	
#203-478-941	Rental Payments	\$ 20,000.00
	Equipment rental payment to General Fund for use of DPW fleet equipment. All DPW trucks and equipment are assets of the General Fund and are rented to Street Funds at an equipment rate established by the State of Michigan.	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/16/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Fund 203 - LOCAL STREET FUND						
ESTIMATED REVENUES						
Dept 000						
203-000-574.000	STATE REVENUE SHARING	392,665	170,073	392,665	392,665	0
203-000-676.000	REIMBURSEMENTS	0	3,121	0	0	0
203-000-676.011	HEALTH INSURANCE CO-PAY REIMBURSE	5,000	6,841	8,030	8,030	0
203-000-699.202	CONTRIBUTIONS FROM OTHER FUND	530,000	0	325,000	325,000	0
Totals for dept 000 -		927,665	180,035	725,695	725,695	0
TOTAL ESTIMATED REVENUES						
		927,665	180,035	725,695	725,695	0

CITY OF MUSKEGON HEIGHTS
FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
APPROPRIATIONS						
Dept 000						
203-000-995.202	TRANSFER TO MAJOR STREETS	0	70,535	0	0	0
Totals for dept 000 -		0	70,535	0	0	0
Dept 001 - ADMINISTRATION						
203-001-965.204	CONTRIBUTIONS TO OTHER FUNDS	100,000	0	100,000	100,000	0
Totals for dept 001 - ADMINISTRATION		100,000	0	100,000	100,000	0
Dept 463 - ROUTINE MAINTENANCE DEPARTMENT						
203-463-702.000	SALARIES & WAGES	164,623	81,649	106,003	106,003	0
203-463-704.000	OTHER PAY	2,000	1,650	5,148	5,148	0
203-463-709.000	OVERTIME	3,300	3,890	3,300	3,300	0
203-463-712.000	SICK PAY	3,000	3,723	0	0	0
203-463-713.000	VACATION PAY	3,500	4,455	0	0	0
203-463-714.000	HOLIDAY PAY	2,500	3,143	0	0	0
203-463-715.000	SOCIAL SECURITY	12,846	7,536	8,756	8,756	0
203-463-716.000	HOSPITALIZATION	68,006	48,024	39,702	39,702	0
203-463-716.100	HOSPITALIZATION - RETIREES	0	308	0	0	0
203-463-717.000	LIFE INSURANCE	502	0	328	328	0
203-463-718.000	RETIREMENT (MERS/ICMA)	32,707	28,215	35,478	35,478	0
203-463-719.000	WORKER'S COMPENSATION	12,142	5,474	7,314	7,314	0
203-463-721.000	OTHER FRINGE BENEFITS	3,539	1,487	2,067	2,067	0
203-463-741.000	OPERATING SUPPLIES	39,000	16,739	25,000	25,000	0
203-463-775.000	REPAIR & MAINTENANCE SUPPLIES	0	493	0	0	0
203-463-801.000	PROFESSIONAL SERVICES	70,000	2,050	25,000	15,000	0
203-463-818.000	CONTRACTUAL SERVICES	7,000	54,511	25,000	60,000	0
203-463-860.000	TRANSPORTATION	4,000	1,494	4,000	4,000	0
203-463-940.000	LEASE PAYMENTS	0	112,348	72,000	90,000	0
203-463-941.000	RENTAL PAYMENTS	70,000	0	70,000	50,000	0
203-463-970.000	CAPITAL OUTLAY	90,000	0	15,000	15,000	0
Totals for dept 463 - ROUTINE MAINTENANCE DEPARTMENT		588,665	377,189	444,096	467,096	0
Dept 474 - TRAFFIC DEPARTMENT						
203-474-741.000	OPERATING SUPPLIES	1,200	0	1,200	1,200	0
Totals for dept 474 - TRAFFIC DEPARTMENT		1,200	0	1,200	1,200	0

CITY OF MUSKEGON HEIGHTS
FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 478 - WINTER MAINTENANCE DEPARTMENT						
203-478-702.000	SALARIES & WAGES	82,596	37,166	51,779	51,779	0
203-478-704.000	OTHER PAY	900	600	2,652	2,652	0
203-478-709.000	OVERTIME	1,700	820	1,700	1,700	0
203-478-712.000	SICK PAY	1,900	1,910	0	0	0
203-478-713.000	VACATION PAY	1,600	2,492	0	0	0
203-478-714.000	HOLIDAY PAY	3,200	2,158	0	0	0
203-478-715.000	SOCIAL SECURITY	6,618	3,454	4,511	4,511	0
203-478-716.000	HOSPITALIZATION	35,033	0	20,453	20,453	0
203-478-716.100	HOSPITALIZATION - RETIREES	0	3,083	0	0	0
203-478-717.000	LIFE INSURANCE	258	0	169	169	0
203-478-718.000	RETIREMENT (MERS/ICMA)	16,849	0	18,277	18,277	0
203-478-719.000	WORKER'S COMPENSATION	6,254	2,781	3,768	3,768	0
203-478-721.000	OTHER FRINGE BENEFITS	1,823	0	1,065	1,065	0
203-478-741.000	OPERATING SUPPLIES	8,000	8,240	8,000	10,000	0
203-478-818.000	CONTRACTUAL SERVICES	5,000	6,688	5,000	8,000	0
203-478-860.000	TRANSPORTATION	5,000	8,338	8,000	8,000	0
203-478-941.000	RENTAL PAYMENTS	20,000	0	20,000	20,000	0
Totals for dept 478 - WINTER MAINTENANCE DEPARTMENT		196,731	77,730	145,374	150,374	0
TOTAL APPROPRIATIONS		886,596	525,454	690,670	718,670	0
NET OF REVENUES/APPROPRIATIONS - FUND 203		41,069	(345,419)	35,025	7,025	0

CITY OF MUSKEGON HEIGHTS – FY2024

MUNICIPAL STREET FUND (MILLAGE)

REVENUES

#204-000-402 Tax Levy – Real Property \$ 350,000.00

This line item is the tax proceeds from the Summer Property Taxes from the 4 mill designation approved by voters in FY2018. This funding is used to maintain/repair/replace local streets not included in the Local Street Fund. This is a 10 year millage that expires in 2028.

#204-000-699-203 Contributions from Other Funds \$ 100,000.00

Contribution from Local Street Fund to supplement millage funding for work/maintenance on local streets.

EXPENSES

#204-463-801 Professional Services \$ 125,000.00

Engineering costs for street projects to be selected for resurfacing/replacement.

#204-463-970 Capital Outlay \$ 360,000.00

Local Street construction projects, crack sealing and micro sealing that are not covered by the Local Street fund will be expensed in this fund.

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Fund 204 - MUNICIPAL STREET FUND						
ESTIMATED REVENUES						
Dept 000						
204-000-402.000	TAX LEVY - REAL PROPERTY	485,151	326,924	385,000	385,000	0
204-000-695.001	OTHER FINANCING SOURCES-WMSRDC	635,498	0	0	0	0
204-000-699.203	CONTRIBUTIONS FROM OTHER FUNDS	100,000	0	100,000	100,000	0
	Totals for dept 000 -	1,220,649	326,924	485,000	485,000	0
TOTAL ESTIMATED REVENUES		1,220,649	326,924	485,000	485,000	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
APPROPRIATIONS						
Dept 463 - ROUTINE MAINTENANCE DEPARTMENT						
204-463-801.000	PROFESSIONAL SERVICES	122,000	645,212	125,000	125,000	0
204-463-970.000	CAPITAL OUTLAY	985,498	0	360,000	360,000	0
	Totals for dept 463 - ROUTINE MAINTENANCE DEPARTMENT	1,107,498	645,212	485,000	485,000	0
TOTAL APPROPRIATIONS						
		1,107,498	645,212	485,000	485,000	0
NET OF REVENUES/APPROPRIATIONS - FUND 204						
		113,151	(318,288)	0	0	0

CITY OF MUSKEGON HEIGHTS – FY2024

CEMETERY FUND

REVENUES

#209-000-602	Charges-Cost	\$ 20,000.00
	Revenues received for the setting of head stones on cemetery plots	
#209-000-626	Charges-Services	\$ 60,000.00
	Revenues received for burial service charges.	
#209-000-642	Charges-Sales	\$ 38,000.00
	Revenues received for the sales of cemetery plots.	
#209-000-665	Interest Earned	\$ 400.00

Interest in the Cemetery fund is earned on the pre-need sale of plots and a transfer of interest earned on the monies in the Cemetery Perpetual Care Fund.

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Fund 209 - CEMETERY FUND						
ESTIMATED REVENUES						
Dept 000						
209-000-400.000	APPROPRIATION OF FUND BALANCE	10,000	0	0	0	0
209-000-602.000	CHARGES - COST	5,000	16,763	20,000	20,000	0
209-000-626.000	CHARGES - SERVICES	60,000	57,523	60,000	60,000	0
209-000-642.000	CHARGES - SALES	39,000	33,355	38,000	38,000	0
209-000-565.000	INTEREST EARNED	400	313	400	400	0
	Totals for dept 000 -	114,400	107,954	118,400	118,400	0
TOTAL ESTIMATED REVENUES						
		114,400	107,954	118,400	118,400	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
APPROPRIATIONS						
Dept 001 - ADMINISTRATION						
209-001-702.000	SALARIES & WAGES	14,930	14,930	20,324	20,324	0
209-001-709.000	OVERTIME	3,000	2,467	3,000	3,000	0
209-001-712.000	SICK PAY	600	1,382	0	0	0
209-001-713.000	VACATION PAY	250	282	0	0	0
209-001-714.000	HOLIDAY PAY	900	708	0	0	0
209-001-715.000	SOCIAL SECURITY	1,746	1,512	1,785	1,785	0
209-001-716.000	HOSPITALIZATION	3,000	0	0	0	0
209-001-717.000	LIFE INSURANCE	36	0	31	31	0
209-001-718.000	RETIREMENT (MERS/ICMA)	6,145	0	8,065	8,065	0
209-001-719.000	WORKER'S COMPENSATION	306	56	87	87	0
209-001-720.000	UNEMPLOYMENT	10	6	5	5	0
209-001-721.000	OTHER FRINGE BENEFITS	324	1,036	622	622	0
209-001-727.000	OFFICE SUPPLIES	200	0	200	200	0
209-001-741.000	OPERATING SUPPLIES	300	0	300	300	0
209-001-775.000	REPAIR & MAINTENANCE SUPPLIES	300	0	300	300	0
209-001-801.000	PROFESSIONAL SERVICES	15,000	0	2,000	2,000	0
209-001-818.000	CONTRACTUAL SERVICES	50,000	76,112	75,000	65,000	0
209-001-850.000	COMMUNICATIONS	400	399	400	400	0
209-001-901.000	PRINTING/PUBLISHING/ADVERTISI	200	0	200	200	0
209-001-920.000	UTILITIES	2,000	1,755	2,000	2,000	0
209-001-930.000	REPAIR & MAINTENANCE CONTRACT	1,000	347	1,000	1,000	0
209-001-961.000	INSURANCE	2,800	0	2,800	2,800	0
209-001-965.101	CONTRIBUTIONS TO OTHER FUNDS	5,000	0	0	0	0
Totals for dept 001 - ADMINISTRATION		113,341	100,992	118,119	108,119	0
TOTAL APPROPRIATIONS						
		113,341	100,992	118,119	108,119	0
NET OF REVENUES/APPROPRIATIONS - FUND 209						
		1,059	6,962	281	10,281	0

CITY OF MUSKEGON HEIGHTS – FY2024

MONA LAKE BOAT LAUNCH

REVENUES

#211-000-607-107 Boat Launch Fees \$ 12,000.00

Fees received from the sale of daily and annual boat launch access passes.

EXPENSES

#211-001-970 Capital Outlay \$ 8,000.00

Replacement parts/equipment for the docks at Mona Lake Park.

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Fund 211 - MONA LAKE BOAT LAUNCH						
ESTIMATED REVENUES						
Dept 000						
211-000-400.000	APPROPRIATION OF FUND BALANCE	55,000	0	0	0	0
211-000-607.107	BOAT LAUNCH FEES	10,000	7,733	12,000	12,000	0
Totals for dept 000 -		65,000	7,733	12,000	12,000	0
TOTAL ESTIMATED REVENUES						
		65,000	7,733	12,000	12,000	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
APPROPRIATIONS						
Dept 001 - ADMINISTRATION						
211-001-741.000	OPERATING SUPPLIES	500	0	500	500	0
211-001-775.000	REPAIR & MAINTENANCE SUPPLIES	700	0	700	700	0
211-001-801.000	PROFESSIONAL SERVICES	50,000	0	1,000	1,000	0
211-001-901.000	PRINTING/PUBLISHING/ADVERTISI	1,000	0	1,000	1,000	0
211-001-930.000	REPAIR & MAINTENANCE CONTRACT	700	0	700	700	0
211-001-970.000	CAPITAL OUTLAY	8,000	0	8,000	8,000	0
Totals for dept 001 - ADMINISTRATION		60,900	0	11,900	11,900	0
TOTAL APPROPRIATIONS						
		60,900	0	11,900	11,900	0
NET OF REVENUES/APPROPRIATIONS - FUND 211						
		4,100	7,733	100	100	0

CITY OF MUSKEGON HEIGHTS – FY2024
AMERICAN RESCUE PLAN ACT (ARPA) FUND #230

REVENUES

#230-000-502	Federal Grants	\$3,200,000.00
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Second allocation of the federal grant program.

EXPENSES

#230-001-965-101	Contribution to Other Funds	\$3,200,000.00
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Contribution to the General Fund for credit for lost revenue due to COVID.

Excess revenues for this fund will be deferred into future fiscal years.

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Fund 230 - ARPA-AMERICAN RESCUE PLAN ACT						
ESTIMATED REVENUES						
Dept.000						
230-000-502.000	FEDERAL GRANTS	0	0	3,200,000	3,200,000	0
230-000-665.000	INTEREST EARNED	0	457	500	500	0
	Totals for dept.000 -	0	457	3,200,500	3,200,500	0
	TOTAL ESTIMATED REVENUES	0	457	3,200,500	3,200,500	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
APPROPRIATIONS						
Dept 001 - ADMINISTRATION						
230-001-965.101	CONTRIB TO OTHER FUNDS-#101 GENERAL F	0	3,158,380	3,200,000	3,200,000	0
Totals for dept 001 - ADMINISTRATION		0	3,158,380	3,200,000	3,200,000	0
Dept 755 - FARMER'S MARKET						
230-755-741.000	OPERATING SUPPLIES	0	31	0	0	0
Totals for dept 755 - FARMER'S MARKET		0	31	0	0	0
TOTAL APPROPRIATIONS						
		0	3,158,411	3,200,000	3,200,000	0
NET OF REVENUES/APPROPRIATIONS - FUND 230						
		0	(3,157,954)	500	500	0

CITY OF MUSKEGON HEIGHTS – FY2024

DOWNTOWN DEVELOPMENT AUTHORITY

REVENUES

#280-000-402 Tax Levy – Real Property \$ 26,000.00

Tax Increment Finance revenues from the improvements on properties located in the designated downtown district.

#280-000-667 Rent \$ 44,781.00

Rent received from Comerica Bank (\$3,165.79 per month), Read Muskegon (\$200.00 per month), and Raymond Curry of 32 E. Broadway (\$366.00 per month).

EXPENSES

#280-001-741 Operating Supplies \$ 3,000.00

Flower boxes and other décor for the downtown area

#280-001-801 Professional Services \$ 15,000.00

Brownfield Authority/DDA Consultant

#280-001-818 Contractual Services \$ 1,000.00

Misc. support services for the DDA district

#280-001-955 Property Tax Expense \$ 5,100.00

Summer/winter property tax billings for DDA properties

#280-001-970 Capital Outlay \$ 25,000.00

Lighting, parking & beautification (\$10K); upgrade of sidewalks, benches, etc. in the downtown district during Broadway Avenue reconstruction.

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Fund 280 - DOWNTOWN DEVELOPMENT AUTHORITY						
ESTIMATED REVENUES						
Dept 000						
280-000-402.000	TAX LEVY - REAL PROPERTY	0	0	0	26,000	0
280-000-665.000	INTEREST EARNED	0	44	100	100	0
280-000-667.000	RENT	0	45,211	45,000	44,781	0
	Totals for dept 000 -	0	45,255	45,100	70,881	0
TOTAL ESTIMATED REVENUES						
		0	45,255	45,100	70,881	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
APPROPRIATIONS						
Dept 001 - ADMINISTRATION						
280-001-727.000	OFFICE SUPPLIES	0	0	0	500	0
280-001-741.000	OPERATING SUPPLIES	0	0	0	3,000	0
280-001-801.000	PROFESSIONAL SERVICES	0	0	0	15,000	0
280-001-818.000	CONTRACTUAL SERVICES	0	0	0	1,000	0
280-001-920.000	UTILITIES	0	2,439	3,000	3,000	0
280-001-955.000	PROPERTY TAX EXPENSE	0	0	0	5,100	0
280-001-956.001	MISC - BANK FEES	0	5	0	0	0
280-001-965.101	CONTRIBUTIONS TO OTHER FUNDS	0	149,633	0	0	0
280-001-970.000	CAPITAL OUTLAY	0	0	0	25,000	0
Totals for dept 001 - ADMINISTRATION		0	152,077	3,000	52,600	0
TOTAL APPROPRIATIONS						
		0	152,077	3,000	52,600	0
NET OF REVENUES/APPROPRIATIONS - FUND 280						
		0	(106,822)	42,100	18,281	0

CITY OF MUSKEGON HEIGHTS – FY2024

SENIOR MILLAGE

REVENUES

#286-000-519 Senior Millage Municipal \$ \$135,000

Grant Funding and allocation from Muskegon County Commissioner Senior Millage Funding Municipal Formula.

REVENUES

#286-001-801 Administrative cost for programs \$ 25,000.

#286-739-982 Moderate Repair \$ 90,000

Contracted service for home repairs Revenues received for the sales of cemetery plots.

#286-743-982 Moderate Repair \$ 20,000

Contracted service for home painting

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
APPROPRIATIONS						
Dept 001 - ADMINISTRATION						
286-001-801.000	PROFESSIONAL SERVICES	24,000	3,490	15,000	25,000	0
Totals for dept 001 - ADMINISTRATION		24,000	3,490	15,000	25,000	0
Dept 739 - MODERATE REPAIR						
286-739-982.000	REHABILITATION COST	88,000	61,418	70,000	90,000	0
Totals for dept 739 - MODERATE REPAIR		88,000	61,418	70,000	90,000	0
Dept 743 - CITY WIDE PAINT PROGRAM						
286-743-982.000	REHABILITATION COST	25,000	10,276	15,000	20,000	0
Totals for dept 743 - CITY WIDE PAINT PROGRAM		25,000	10,276	15,000	20,000	0
TOTAL APPROPRIATIONS		137,000	75,184	100,000	135,000	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Fund 286 - SENIOR MILLAGE FUND						
ESTIMATED REVENUES						
Dept 000						
286-000-519.000	SENIOR MILLAGE MUNICIPALITY FUNDING	137,000	142,545	100,000	135,000	0
Totals for dept 000 -		137,000	142,545	100,000	135,000	0
TOTAL ESTIMATED REVENUES						
		137,000	142,545	100,000	135,000	0

PUBLIC NOTICE:
 “FINAL” 49th Year
 Annual Action Plan (2023)
 Program, Projects & Budget Narrative

BUDGET NARRATIVE:

CDBG 49th Program Year:
 (07/01/23 - 06/30/24)

Projected Allocation: **\$446,912**

Actual Allocation: **\$431,156**

Line Item	General Ledger #	Projected Budget	Actual Budget
General Administration	298-001		
	299-001	\$89,382	\$86,231
Provides for overall administration and costs associated with the general administration of CDBG Programs. (21A-570.206)			

Line Item	General Ledger #	Projected Budget	Actual Budget
Rehab Administration	298-009		
	299-009	\$50,530	\$50,425
Provides for HUD, CDBG housing rehabilitation services, IDIS set-up, management, reporting and implementation. (14H-570.202)			

Line Item	General Ledger #	Projected Budget	Actual Budget
Priority Rehab	298-200-982.000		
	299-200-982.000	\$50,000	\$50,000
Provides financing for minor repairs for owner occupied housing units, and building supplies for wheel chair ramps. (14A-570.202)			

Line Item	General Ledger #	Projected Budget	Actual Budget
Acquisition and/or Development/Resale	298-203-801.000		
	299-203-801.000	\$0	\$0
Provides for homeownership opportunity for income eligible persons.			

Line Item	General Ledger #	Projected Budget	Actual Budget
Moderate Rehab	298-205-982.000		
	299-205-982.000	\$125,000	\$100,000
Provides financing for one major repair for owner occupied housing units. (14A-570.202)			

Line Item	General Ledger #	Projected Budget	Actual Budget
Smoke Detectors	298-240-840.000		
	299-240-840.000	\$0	\$0
Provides funding assistance for installation of smoke detectors and other relevant supplies that assist with fire safety for homeowner occupied housing. (03-570.201(c))			

Line Item	General Ledger #	Projected Budget	Actual Budget
Paint/Siding Rehab	298-245-840.000		
	299-245-840.000	\$55,000	\$55,000
Provides for supplies and services for exterior improvements for owner occupied housing units. (14A-570.202)			

PUBLIC NOTICE:
 “FINAL” 49th Year
 Annual Action Plan (2023)
 Program, Projects & Budget Narrative

BUDGET NARRATIVE:

CDBG 49th Program Year:
 (07/01/23 - 06/30/24)

Projected Allocation: \$446,912

Actual Allocation: \$431,156

Line Item	General Ledger #	Projected Budget	Actual Budget
Code Enforcement	298-252-801.000		
Neighborhood Cleanup	299-252-801.000	\$10,000	\$10,000
Provides funding assistance for area wide abatement of litter and blight. (570.201(f))			
Provides funding for environmental code compliance, inspections and nuisance abatement. (15-570-202 (c))			

Line Item	General Ledger #	Projected Budget	Actual Budget
Homebuyer	298-261-985.000		
Assistance/ Education	299-261-985.000	\$0	\$0
Provides for affordable housing opportunity, homebuyer assistance (i.e., down payment and/or closing cost) and/or education for income eligible persons.			

Line Item	General Ledger #	Projected Budget	Actual Budget
	298-380-818.000		
Fair Housing	299-380-818.000	\$22,000	\$19,500
Provides funding for gaps and services that may impede fair housing objectives. (21D-570.206)			

Line Item	General Ledger #	Projected Budget	Actual Budget
	298-400-801.000		
Demolition	299-400-801.000	\$20,000	\$35,000
Provides funding for the removal of blighted influences, dilapidated and/or dangerous structures/units. (04-570.201(d))			

Line Item	General Ledger #	Projected Budget	Actual Budget
Public Facilities	298-752-801.000		
Improvements	299-752-801.000	\$20,000	\$25,000
Provides funding for enhancements/improvements, equipment, expansion, and/or development.			

Line Item	General Ledger #	Projected Budget	Actual Budget
Improved	298-752-801.001		
Neighborhoods	299-752-801.001	\$5,000	\$0
Provides funding for area-wide needs, including matched funding for neighborhood assessments, enhancements and/or area improvements.			

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/5/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Fund 299 - 49TH YEAR CDBG_CFDA 14.218						
ESTIMATED REVENUES						
Dept 000						
299-000-502.000	FEDERAL GRANTS	235,984	120,465	195,172	195,172	0
299-000-690.000	PROGRAM INCOME	10,000	0	5,000	5,000	0
Totals for dept 000 -		245,984	120,465	200,172	200,172	0
TOTAL ESTIMATED REVENUES						
		245,984	120,465	200,172	200,172	0

CITY OF MUSKEGON HEIGHTS
FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
APPROPRIATIONS						
Dept 001 - ADMINISTRATION						
299-001-702.000	SALARIES & WAGES	15,469	19,299	21,858	21,858	0
299-001-703.000	LONGEVITY	3,805	0	4,321	4,321	0
299-001-713.000	VACATION PAY	0	9,920	0	0	0
299-001-715.000	SOCIAL SECURITY	1,458	2,235	2,003	2,003	0
299-001-716.000	HOSPITALIZATION	2,029	3,672	4,627	4,627	0
299-001-717.000	LIFE INSURANCE	96	75	77	77	0
299-001-718.000	RETIREMENT (MERS/ICMA)	15,161	8,630	17,614	17,614	0
299-001-719.000	WORKER'S COMPENSATION	84	76	97	97	0
299-001-720.000	UNEMPLOYMENT	10	0	10	10	0
299-001-721.000	OTHER FRINGE BENEFITS	354	0	161	161	0
299-001-741.000	OPERATING SUPPLIES	0	450	0	0	0
299-001-901.000	PRINTING/PUBLISHING/ADVERTISI	1,500	0	1,500	1,500	0
Totals for dept 001 - ADMINISTRATION		39,966	44,357	52,268	52,268	0
Dept 009 - REHAB ADMINISTRATION						
299-009-702.000	SALARIES & WAGES	39,446	32,672	49,652	49,652	0
299-009-703.000	LONGEVITY	1,469	0	1,112	1,112	0
299-009-709.000	OVERTIME	0	149	0	0	0
299-009-713.000	VACATION PAY	0	10,155	0	0	0
299-009-714.000	HOLIDAY PAY	0	702	0	0	0
299-009-715.000	SOCIAL SECURITY	3,128	3,341	3,884	3,884	0
299-009-716.000	HOSPITALIZATION	10,142	7,346	9,613	9,613	0
299-009-717.000	LIFE INSURANCE	54	38	77	77	0
299-009-718.000	RETIREMENT (MERS/ICMA)	19,963	1,706	24,221	24,221	0
299-009-719.000	WORKER'S COMPENSATION	180	49	188	188	0
299-009-720.000	UNEMPLOYMENT	10	0	10	10	0
299-009-721.000	OTHER FRINGE BENEFITS	354	0	332	332	0
299-009-727.000	OFFICE SUPPLIES	500	0	600	600	0
299-009-728.000	COPY COST	300	0	400	400	0
299-009-730.000	POSTAGE	200	0	300	300	0
299-009-741.000	OPERATING SUPPLIES	0	1,890	315	315	0
299-009-860.000	TRANSPORTATION	200	83	200	200	0
299-009-901.000	PRINTING/PUBLISHING/ADVERTISI	0	319	0	0	0
299-009-957.000	EDUCATION & TRAINING	0	199	0	0	0
Totals for dept 009 - REHAB ADMINISTRATION		75,946	58,649	90,904	90,904	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 252 - PROPERTY TAX DEPT						
299-252-741.000	OPERATING SUPPLIES	4,000	0	0	0	0
Totals for dept 252 - PROPERTY TAX DEPT		4,000	0	0	0	0
Dept 676 - FAIR HOUSING						
299-676-818.000	CONTRACTUAL SERVICES	1,500	3,660	2,000	2,000	0
Totals for dept 676 - FAIR HOUSING		1,500	3,660	2,000	2,000	0
Dept 733 - CODE ENFORCEMENT						
299-733-702.000	SALARIES & WAGES	12,500	0	0	0	0
299-733-715.000	SOCIAL SECURITY	1,800	0	0	0	0
Totals for dept 733 - CODE ENFORCEMENT		14,300	0	0	0	0
Dept 736 - CITY WIDE EMERGENCY REHAB						
299-736-982.000	REHABILITATION COST	0	8,150	0	0	0
Totals for dept 736 - CITY WIDE EMERGENCY REHAB		0	8,150	0	0	0
Dept 739 - MODERATE REPAIR						
299-739-982.000	REHABILITATION COST	25,000	32,955	25,000	25,000	0
Totals for dept 739 - MODERATE REPAIR		25,000	32,955	25,000	25,000	0
Dept 743 - CITY WIDE PAINT PROGRAM						
299-743-840.000	MATERIALS & SUPPLIES	25,000	13,313	25,000	25,000	0
299-743-982.000	REHABILITATION COST	0	36,123	0	0	0
Totals for dept 743 - CITY WIDE PAINT PROGRAM		25,000	49,436	25,000	25,000	0
Dept 752 - PUBLIC FACILITIES IMPROVEMENT						
299-752-801.000	PROFESSIONAL SERVICES	60,272	2,500	5,000	5,000	0
Totals for dept 752 - PUBLIC FACILITIES IMPROVEMENT		60,272	2,500	5,000	5,000	0
TOTAL APPROPRIATIONS		245,984	199,707	200,172	200,172	0
NET OF REVENUES/APPROPRIATIONS - FUND 299		0	(79,242)	0	0	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Fund 233 - 50TH YEAR CDBG FUND_CFDA 14.218						
ESTIMATED REVENUES						
Dept 000						
233-000-502.000	FEDERAL GRANTS	0	0	247,500	247,500	0
	Totals for dept 000 -	0	0	247,500	247,500	0
	TOTAL ESTIMATED REVENUES	0	0	247,500	247,500	0

CITY OF MUSKEGON HEIGHTS
FY 2024 PROPOSED BUDGET

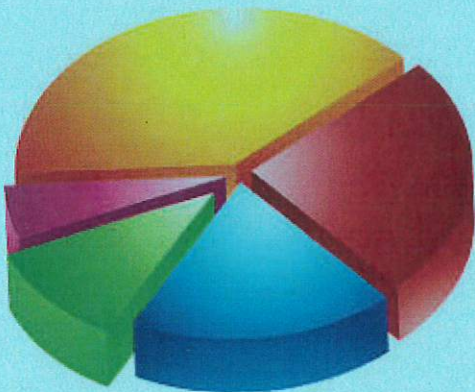
GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
APPROPRIATIONS						
Dept 001 - ADMINISTRATION						
233-001-702.000	SALARIES & WAGES	0	0	21,858	21,858	0
233-001-703.000	LONGEVITY	0	0	4,321	4,321	0
233-001-715.000	SOCIAL SECURITY	0	0	2,003	2,003	0
233-001-716.000	HOSPITALIZATION	0	0	4,627	4,627	0
233-001-717.000	LIFE INSURANCE	0	0	77	77	0
233-001-718.000	RETIREMENT (MIERS/ICMA)	0	0	36,469	36,469	0
233-001-719.000	WORKER'S COMPENSATION	0	0	97	97	0
233-001-721.000	OTHER FRINGE BENEFITS	0	0	161	161	0
233-001-727.000	OFFICE SUPPLIES	0	0	1,000	1,000	0
233-001-730.000	POSTAGE	0	0	1,000	1,000	0
Totals for dept 001 - ADMINISTRATION		0	0	71,613	71,613	0
Dept 009 - REHAB ADMINISTRATION						
233-009-702.000	SALARIES & WAGES	0	0	49,652	49,652	0
233-009-715.000	SOCIAL SECURITY	0	0	3,884	3,884	0
233-009-716.000	HOSPITALIZATION	0	0	9,613	9,613	0
233-009-717.000	LIFE INSURANCE	0	0	77	77	0
233-009-719.000	WORKER'S COMPENSATION	0	0	188	188	0
233-009-721.000	OTHER FRINGE BENEFITS	0	0	332	332	0
233-009-727.000	OFFICE SUPPLIES	0	0	1,141	1,141	0
233-009-730.000	POSTAGE	0	0	1,000	1,000	0
233-009-801.000	PROFESSIONAL SERVICES	0	0	3,000	3,000	0
Totals for dept 009 - REHAB ADMINISTRATION		0	0	68,887	68,887	0
Dept 733 - CODE ENFORCEMENT						
233-733-801.000	PROFESSIONAL SERVICES	0	0	10,000	10,000	0
Totals for dept 733 - CODE ENFORCEMENT		0	0	10,000	10,000	0
Dept 739 - MODERATE REPAIR						
233-739-982.000	REHABILITATION COST	0	0	40,000	40,000	0
Totals for dept 739 - MODERATE REPAIR		0	0	40,000	40,000	0
Dept 743 - CITY WIDE PAINT PROGRAM						
233-743-840.000	MATERIALS & SUPPLIES	0	0	50,000	50,000	0
Totals for dept 743 - CITY WIDE PAINT PROGRAM		0	0	50,000	50,000	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Dept 752 - PUBLIC FACILITIES IMPROVEMENT						
233-752-801.000	PROFESSIONAL SERVICES	0	0	7,000	7,000	0
Totals for dept 752 - PUBLIC FACILITIES IMPROVEMENT		0	0	7,000	7,000	0
TOTAL APPROPRIATIONS		0	0	247,500	247,500	0
NET OF REVENUES/APPROPRIATIONS - FUND 233		0	0	0	0	0



PROPRIETARY FUNDS



CITY OF MUSKEGON HEIGHTS – FY2024

SEWER FUND

REVENUES

#590-000-642	Charges-Sales	\$1,658,446.00
	Revenues received through utility billing for the sewer charges to Muskegon Heights residents based on the metered water usage. The current sewer rate is \$5.82 per one thousand gallons of discharged water.	
#590-000-642.002	Sales-Water/Sewer Debt	\$ 357,000.00
	Ready to serve charges at the rate of \$6.93 per month for the average household meter.	
#590-000-643	Penalties	\$ 40,000.00
	Penalties assessed on past due sewer billings	
#590-000-677-716	Health Insurance Co-pay Reimbursement	\$ 5,553.00
	This reimbursement is the 20% health insurance co-pay paid by full time employees per bargaining unit agreements. The City pays 80% of health insurance premiums.	

CITY OF MUSKEGON HEIGHTS – FY2024

SEWER FUND

EXPENSES

#590-001-730	Postage	\$ 11,000.00
	Monthly postage costs are shared with the water fund for the mailing of monthly billings and late notices.	
#590-001-741	Operating Supplies	\$ 10,000.00
	Janitorial supplies, safety vests, glasses, rain coats, asphalt for sewer repairs, saw cutting of streets for repairs.	
#590-001-775	Repair & Maintenance Supplies	\$ 10,000.00
	Sewer truck and sewer vehicle repairs and maintenance.	
#590-001-801	Professional Services	\$ 15,000.00
	Sewer televising, watershed consulting fees, stormwater education program.	
#590-001-805	Permit Fees	\$ 4,000.00
	Muskegon County Stormwater Fee and MDEQ Stormwater Permit Fee	
#590-001-924	Wastewater Usage Charges	\$ 825,000.00
	Payment to Muskegon County for treatment of discharged water from residential/commercial accounts	
#590-001-940	Lease Payments	\$ 5,156.00
	Lease of a John Deere backhoe. Expense is split between sewer, water and water supply funds.	

#590-001-965.101 Contributions to Other Funds \$ 126,000.00

Contribution to General Fund for administrative expenses (processing of payroll, accounts payable, etc)

#590-001-970 Capital Outlay \$ 50,000.00

Repairs to the City's Vactor (used for sewer line cleaning and is currently 14 years old) is necessary to extend its useful life; Safety signs, cones & barricades; confined space air monitor w/harness, blower & tripod; manhole casting program.

#590-001-991 Principal-Meter Bonds 2018 \$ 55,000.00

#590-001-996 Interest-Meter Bonds 2018 \$ 21,930.00

Principal & interest payments are for the bonds for the Meter Replacement project from FY2018. This amount is one half of the payment due for FY2024-the Water Fund is expensed for the other half. This bond will be paid off in FY2032.

Staffing for the Sewer Fund includes one (1) Community Service Representative and three (3) full time Sewer & Maintenance Equipment Operators.

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024	2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/5/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET
Fund 590 - SEWER FUND						
ESTIMATED REVENUES						
Dept 000						
590-000-642.000	CHARGES - SALES	1,658,446	1,246,839	1,658,446	1,658,446	0
590-000-642.002	SALES - WATER/SEWER DEBT	357,000	385,232	357,000	357,000	0
590-000-643.000	PENALTIES	50,000	19,223	40,000	40,000	0
590-000-676.011	HEALTH INSURANCE CO-PAY REIMBURSE	4,800	5,510	5,553	5,553	0
	Totals for dept 000 -	2,070,246	1,656,804	2,060,999	2,060,999	0
TOTAL ESTIMATED REVENUES						
		2,070,246	1,656,804	2,060,999	2,060,999	0
APPROPRIATIONS						
Dept 001 - ADMINISTRATION						
590-001-702.000	SALARIES & WAGES	161,840	91,229	189,945	189,945	0
590-001-703.000	LONGEVITY	4,216	2,141	5,126	5,126	0
590-001-704.000	OTHER PAY	13,000	7,800	15,600	15,600	0
590-001-709.000	OVERTIME	5,000	3,349	5,000	5,000	0
590-001-712.000	SICK PAY	4,000	4,766	0	0	0
590-001-713.000	VACATION PAY	10,000	10,203	0	0	0
590-001-714.000	HOLIDAY PAY	7,000	5,602	0	0	0
590-001-715.000	SOCIAL SECURITY	13,086	9,551	16,499	16,499	0
590-001-716.000	HOSPITALIZATION	24,339	23,793	55,515	55,515	0
590-001-716.100	HOSPITALIZATION - RETIREES	10,800	6,782	7,864	7,864	0
590-001-717.000	LIFE INSURANCE	342	307	431	431	0
590-001-718.000	RETIREMENT (MERS/ICMA)	72,658	59,278	106,832	106,832	0
590-001-719.000	WORKER'S COMPENSATION	2,476	1,188	2,623	2,623	0
590-001-720.000	UNEMPLOYMENT	30	17	40	40	0
590-001-721.000	OTHER FRINGE BENEFITS	1,992	801	2,207	2,207	0
590-001-722.000	CLOTHING ALLOWANCE	1,200	248	900	900	0
590-001-727.000	OFFICE SUPPLIES	500	60	500	500	0
590-001-728.000	COPY COST	200	0	200	200	0
590-001-730.000	POSTAGE	12,500	8,461	11,000	11,000	0
590-001-741.000	OPERATING SUPPLIES	15,000	900	10,000	10,000	0
590-001-775.000	REPAIR & MAINTENANCE SUPPLIES	16,000	1,056	10,000	10,000	0
590-001-801.000	PROFESSIONAL SERVICES	35,000	858	15,000	15,000	0
590-001-804.000	DUES & SUBSCRIPTIONS	200	958	1,200	1,200	0
590-001-805.000	PERMIT FEES	9,500	3,000	4,000	4,000	0
590-001-818.000	CONTRACTUAL SERVICES	5,000	0	5,000	5,000	0
590-001-850.000	COMMUNICATIONS	3,000	2,468	3,000	3,000	0
590-001-860.000	TRANSPORTATION	5,000	4,547	5,000	5,000	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
590-001-873.000	TRAVEL EXPENSE	800	0	800	800	0
590-001-901.000	PRINTING/PUBLISHING/ADVERTISI	1,000	3,827	5,000	5,000	0
590-001-924.000	WASTEWATER USAGE CHARGES	1,178,642	540,900	825,000	825,000	0
590-001-930.000	REPAIR & MAINTENANCE CONTRACT	2,500	1,142	2,500	2,500	0
590-001-940.000	LEASE PAYMENTS	5,156	5,320	5,156	5,156	0
590-001-957.000	EDUCATION & TRAINING	2,000	1,060	2,000	2,000	0
590-001-961.000	INSURANCE	6,000	0	6,000	6,000	0
590-001-965.101	CONTRIBUTIONS TO OTHER FUNDS	126,000	0	126,000	126,000	0
590-001-970.000	CAPITAL OUTLAY	50,000	0	50,000	50,000	0
590-001-991.000	PRINCIPAL-METER BONDS 2018	55,000	55,000	55,000	55,000	0
590-001-993.000	INTEREST-METER BONDS 2018	21,930	21,930	21,930	21,930	0
	Totals for dept 001 - ADMINISTRATION	1,882,907	878,482	1,572,868	1,572,868	0
	TOTAL APPROPRIATIONS	1,882,907	879,755	1,572,868	1,572,868	0
	NET OF REVENUES/APPROPRIATIONS - FUND 590	187,339	777,049	488,131	488,131	0

CITY OF MUSKEGON HEIGHTS – FY2024

WATER FUND & WATER SUPPLY FUND (#591)

REVENUES

#591-000-642	Charges-Sales	\$ 1,684,982.00
	Revenues received through utility billing for the water charges to Muskegon Heights residents based on the metered water usage. The current rate for water usage is \$5.00 per one thousand gallons.	
#591-000-642.002	Sales-Water/Sewer Debt	\$ 770,450.00
	Ready to serve charges at the rate of \$13.50 per month for the average household meter (5/8" meter).	
#591-000-643	Penalties	\$ 45,000.00
	Penalties assessed on the past due water billing portion of the utility billing.	
#591-000-676-011	Health Insurance Co-pay Reimbursement	\$ 10,260.00
	The reimbursement is the 20% health insurance co-pay paid by full time water distribution employees per bargaining unit agreements. The City pays 80% of health insurance premiums.	
#591-537-665	Interest Earned	\$ 5,000.00
	Interest is earned on the restricted bank accounts required by the 2005/2006 WSF bond covenants.	
#591-537-676-011	Health Insurance Co-pay Reimbursement	\$ 15,679.00
	The reimbursement is the 20% health insurance co-pay paid by full time filtration plant employees per bargaining unit agreements. The City pays 80% of health insurance premiums.	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Fund 591 - WATER FUND						
ESTIMATED REVENUES						
Dept 000						
591-000-569.000	OTHER GRANTS	0	529,496	0	0	0
591-000-569.503	STATE GRANTS OTHER - 7576-01 & 7731-01	0	3,660,608	0	0	0
591-000-569.504	STATE GRANTS OTHER - 7575-01	0	642,753	0	0	0
591-000-626.000	CHARGES - SERVICES	6,300	5,060	6,300	6,300	0
591-000-642.000	SALES - WATER/SEWER DEBT	1,479,572	1,245,640	1,684,982	1,684,982	0
591-000-643.000	PENALTIES	770,450	747,859	770,450	770,450	0
591-000-676.011	HEALTH INSURANCE CO-PAY REIMBURSE	65,000	22,030	45,000	45,000	0
591-000-679.000	OTHER REVENUE	8,762	6,699	10,260	10,260	0
	Totals for dept 000 -	2,330,084	6,859,962	2,516,992	2,516,992	0
Dept 537 - WATER SUPPLY FILTRATION						
591-537-665.000	INTEREST EARNED	0	0	5,000	5,000	0
591-537-676.011	HEALTH INSURANCE CO-PAY REIMBURSE	0	0	15,679	15,679	0
	Totals for dept 537 - WATER SUPPLY FILTRATION	0	0	20,679	20,679	0
TOTAL ESTIMATED REVENUES						
		2,330,084	6,859,962	2,537,671	2,537,671	0

CITY OF MUSKEGON HEIGHTS – FY2024

WATER FUND & WATER SUPPLY FUND (#591)

EXPENSES

Utility Billing (Admin) Department

#591-536-730	Postage	\$ 10,000.00
	Monthly postage costs shared with the Sewer Fund for the mailing of utility billings.	
#591-536-818	Contractual Services	\$ 1,000.00
	Shared costs with the Sewer Fund for the printing of the monthly utility billings	
#591-536-901	Printing/Publishing/Advertising	\$ 3,500.00
	Printing of utility billings.	
#591-536-930	Repair & Maintenance Contracts	\$ 4,000.00
	Maintenance & support costs for the BS&A Utility Billing Program and Boss Business Solutions for copier maintenance.	

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
APPROPRIATIONS						
Dept 536 - UTILITY BILLING ADMINISTRATION						
591-536-702.000	SALARIES & WAGES	21,418	17,898	22,082	22,082	0
591-536-703.000	LONGEVITY	390	425	425	425	0
591-536-709.000	OVERTIME	1,000	61	0	0	0
591-536-712.000	SICK PAY	1,200	199	0	0	0
591-536-713.000	VACATION PAY	2,500	1,405	0	0	0
591-536-714.000	HOLIDAY PAY	1,500	1,238	0	0	0
591-536-715.000	SOCIAL SECURITY	1,638	1,613	0	0	0
591-536-716.000	HOSPITALIZATION	4,067	3,897	1,690	1,690	0
591-536-716.100	HOSPITALIZATION - RETIREES	3,600	3,391	4,067	4,067	0
591-536-717.000	LIFE INSURANCE	39	61	3,932	3,932	0
591-536-718.000	RETIREMENT (MERS/ICMA)	6,405	5,241	31	31	0
591-536-719.000	WORKER'S COMPENSATION	96	82	8,597	8,597	0
591-536-720.000	UNEMPLOYMENT	5	6	82	82	0
591-536-721.000	OTHER FRINGE BENEFITS	0	27	5	5	0
591-536-727.000	OFFICE SUPPLIES	500	212	161	161	0
591-536-730.000	POSTAGE	12,000	5,167	500	500	0
591-536-741.000	OPERATING SUPPLIES	500	0	10,000	10,000	0
591-536-801.000	PROFESSIONAL SERVICES	1,200	0	500	500	0
591-536-818.000	CONTRACTUAL SERVICES	5,000	858	1,200	1,200	0
591-536-850.000	COMMUNICATIONS	200	604	1,000	1,000	0
591-536-901.000	PRINTING/PUBLISHING/ADVERTISI	2,000	2,441	500	500	0
591-536-930.000	REPAIR & MAINTENANCE CONTRACT	4,000	1,142	3,500	3,500	0
591-536-941.000	RENTAL PAYMENTS	500	0	4,000	4,000	0
591-536-957.000	EDUCATION & TRAINING	500	0	500	500	0
Totals for dept 536 - UTILITY BILLING ADMINISTRATION		70,258	45,948	63,272	63,272	0

Filtration Plant Department

#591-537-750	Chemicals		\$ 55,000.00
	Purchase of chemicals to treat raw water pumped from Lake Michigan		
#591-537-751	Laboratory Supplies		\$ 500.00
	Lab supplies required to maintain the lab's ability to test water samples		
#591-537-818	Contractual Services		\$ 60,000.00
	HVAC maintenance; Elevator maintenance; Generator maintenance; Lab calibration & maintenance		
#591-537-920	Utilities		\$ 245,000.00
	Gas, electric and water utilities for the filtration plant		
#591-537-930	Repair & Maintenance Contracts		\$ 6,000.00
	Maintenance & support costs for software maintenance; quarterly copier maintenance.		
#591-537-940	Lease Payments		\$ 6,996.00
	Lease payment on a John Deere backhoe. Expense is split between Sewer, Water and Water Supply funds; copier lease payment for the Filtration Plant.		
#591-537-955	Property Tax Expense		\$ 11,000.00
	Property taxes to Norton Shores for the filtration plant property		
#592-537-965-101	Contributions to Other Funds		\$ 140,000.00
	Contribution to General Fund for administrative expenses (processing of payroll, accounts payable, etc)		

#591-537-970

Capital Outlay

\$ 200,000.00

Clean the north sludge lagoon. The lagoon system is used to store and dewater processed waste water in preparation for disposal. One lagoon remains in service while the other is drying. The sludge, once dried, needs to be removed and taken to the landfill. The costs for the north lagoon cleaning is estimated to be \$120,000.00; Rebuild the LL motor #4 (\$10,000.00); Repair and upgrade HVAC system (\$20,000.00).

Distribution Department

#591-538-741	Operating Supplies	\$ 70,000.00
	Janitorial supplies, safety vests, glasses, rain coats, asphalt for water repairs, saw cutting of streets for repairs, meter repair parts, valves, MDEQ Annual System Assessment	
#591-538-775	Repair & Maintenance Supplies	\$ 18,000.00
	Tires and repairs on water vehicles	
#591-538-801	Professional Services	\$ 50,000.00
	Water service replacements (6); cross connection inspections; concrete cutting at water service repair locations; water system leak detection services.	
#591-538-818	Contractual Services	\$ 30,000.00
	Cross connection inspections; sidewalk replacements related to water service repairs	
#591-538-940	Lease Payments	\$ 5,156.00
	Lease payment on a John Deere backhoe. Expense is split between Sewer, Water and Water Supply departments.	
#591-538-965.101	Contributions to Other Funds	\$ 110,000.00
	Contribution to General Fund for administrative expenses (processing of payroll, accounts payable, etc)	
#591-538-970	Capital Outlay	\$ 100,000.00
	Safety signs, cones & barricades; meters and other expenses related to water main replacements	
#591-538-991	Principal-Meter Bonds 2018	\$ 55,000.00
#591-538-996	Interest-Meter Bonds 2018	\$ 21,930.00

Principal & interest payments are for the bonds for the Meter Replacement project from FY2018. This amount is one half of the payment due for FY2024-the Sewer Fund is expensed for the other half. This bond will be paid off in FY2032.

CITY OF MUSKEGON HEIGHTS
FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024	2024	2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 537 - WATER SUPPLY FILTRATION							
591-537-702.000	SALARIES & WAGES	0	0	318,710	318,710	0	0
591-537-704.000	OTHER PAY	0	0	13,000	13,000	0	0
591-537-709.000	OVERTIME	0	0	5,000	5,000	0	0
591-537-715.000	SOCIAL SECURITY	0	0	25,782	25,782	0	0
591-537-716.000	HOSPITALIZATION	0	0	78,395	78,395	0	0
591-537-716.100	HOSPITALIZATION - RETIREES	0	0	84,362	84,362	0	0
591-537-717.000	LIFE INSURANCE	0	0	672	672	0	0
591-537-717.100	LIFE INSURANCE-RETIREE	0	0	224	224	0	0
591-537-718.000	RETIREMENT (MERS/ICMA)	0	0	30,501	30,501	0	0
591-537-719.000	WORKER'S COMPENSATION	0	0	10,684	10,684	0	0
591-537-720.000	UNEMPLOYMENT	0	0	50	50	0	0
591-537-721.000	OTHER FRINGE BENEFITS	0	0	4,135	4,135	0	0
591-537-722.000	CLOTHING ALLOWANCE	0	0	1,500	1,500	0	0
591-537-727.000	OFFICE SUPPLIES	0	98	1,000	1,000	0	0
591-537-730.000	POSTAGE	0	0	400	400	0	0
591-537-741.000	OPERATING SUPPLIES	0	0	6,500	6,500	0	0
591-537-750.000	CHEMICALS	0	12,385	55,000	55,000	0	0
591-537-751.000	LABORATORY SUPPLIES	0	0	50,000	50,000	0	0
591-537-775.000	REPAIR & MAINTENANCE SUPPLIES	0	6,849	15,000	15,000	0	0
591-537-801.000	PROFESSIONAL SERVICES	0	0	30,000	30,000	0	0
591-537-804.000	DUES & SUBSCRIPTIONS	0	0	800	800	0	0
591-537-805.000	PERMIT FEES	0	0	6,000	6,000	0	0
591-537-818.000	CONTRACTUAL SERVICES	0	0	60,000	60,000	0	0
591-537-850.000	COMMUNICATIONS	0	0	7,500	7,500	0	0
591-537-860.000	TRANSPORTATION	0	0	2,500	2,500	0	0
591-537-873.000	TRAVEL EXPENSE	0	0	2,500	2,500	0	0
591-537-901.000	PRINTING/PUBLISHING/ADVERTISING	0	0	450	450	0	0
591-537-920.000	UTILITIES	0	0	245,000	245,000	0	0
591-537-930.000	REPAIR & MAINTENANCE CONTRACT	0	0	6,000	6,000	0	0
591-537-940.000	LEASE PAYMENTS	0	0	6,996	6,996	0	0
591-537-955.000	PROPERTY TAX EXPENSE	0	0	11,000	11,000	0	0
591-537-956.000	MISCELLANEOUS EXPENSE	0	0	2,500	2,500	0	0
591-537-956.001	MISC - BANK FEES	0	0	250	250	0	0
591-537-957.000	EDUCATION & TRAINING	0	0	2,000	2,000	0	0
591-537-961.000	INSURANCE	0	0	55,885	55,885	0	0
591-537-965.101	CONTRIBUTIONS TO OTHER FUNDS	0	0	140,000	140,000	0	0
591-537-970.000	CAPITAL OUTLAY	0	0	200,000	200,000	0	0
Totals for dept 537 - WATER SUPPLY FILTRATION		0	19,332	1,480,296	1,480,296	0	0

CITY OF MUSKEGON HEIGHTS
FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024	2024	2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/5/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
Dept 538 - WATER DISTRIBUTION							
591-538-702.000	SALARIES & WAGES	174,490	106,257	145,962	145,962	0	0
591-538-703.000	LONGEVITY	500	750	1,084	1,084	0	0
591-538-704.000	OTHER PAY	7,800	6,600	15,600	15,600	0	0
591-538-709.000	OVERTIME	8,000	7,141	8,000	8,000	0	0
591-538-712.000	SICK PAY	4,000	5,417	2,000	2,000	0	0
591-538-713.000	VACATION PAY	8,000	10,258	6,000	6,000	0	0
591-538-714.000	HOLIDAY PAY	7,000	6,019	0	0	0	0
591-538-715.000	SOCIAL SECURITY	13,999	10,897	13,055	13,055	0	0
591-538-716.000	HOSPITALIZATION	43,809	42,785	61,078	61,078	0	0
591-538-716.100	HOSPITALIZATION - RETIREES	6,085	6,782	7,864	7,864	0	0
591-538-717.000	LIFE INSURANCE	396	316	380	380	0	0
591-538-718.000	RETIREMENT (MERS/ICMA)	89,460	74,618	97,790	97,790	0	0
591-538-719.000	WORKER'S COMPENSATION	6,575	3,814	5,544	5,544	0	0
591-538-720.000	UNEMPLOYMENT	30	22	35	35	0	0
591-538-721.000	OTHER FRINGE BENEFITS	2,352	1,661	2,865	2,865	0	0
591-538-722.000	CLOTHING ALLOWANCE	1,200	425	1,200	1,200	0	0
591-538-727.000	OFFICE SUPPLIES	500	0	500	500	0	0
591-538-728.000	COPY COST	200	0	200	200	0	0
591-538-730.000	POSTAGE	0	3,295	0	0	0	0
591-538-741.000	OPERATING SUPPLIES	30,000	66,588	30,000	70,000	0	0
591-538-775.000	REPAIR & MAINTENANCE SUPPLIES	18,000	(25,637)	18,000	18,000	0	0
591-538-801.000	PROFESSIONAL SERVICES	50,000	239,909	50,000	50,000	0	0
591-538-801.501	PROF SVC-DWAM GRANT SERVICES	0	167,431	0	0	0	0
591-538-801.503	PROF SVC-DWRF WATER SYS IMPROVEMENT	0	897	0	0	0	0
591-538-801.504	PROF SVC-DWRF LEAD SVC LINE REPLACEMENT	0	287,941	0	0	0	0
591-538-804.000	DUES & SUBSCRIPTIONS	0	958	0	0	0	0
591-538-818.000	CONTRACTUAL SERVICES	0	25,540	0	30,000	0	0
591-538-850.000	COMMUNICATIONS	4,000	6,291	7,000	7,000	0	0
591-538-860.000	TRANSPORTATION	10,000	9,416	10,000	10,000	0	0
591-538-873.000	TRAVEL EXPENSE	500	0	500	500	0	0
591-538-901.000	PRINTING/PUBLISHING/ADVERTISI	1,000	1,386	1,000	1,000	0	0
591-538-920.000	UTILITIES	48,000	62,208	65,000	70,000	0	0
591-538-930.000	REPAIR & MAINTENANCE CONTRACT	2,000	0	2,000	2,000	0	0
591-538-940.000	LEASE PAYMENTS	5,156	5,320	5,156	5,156	0	0
591-538-957.000	EDUCATION & TRAINING	2,000	0	2,000	2,000	0	0
591-538-961.000	INSURANCE	10,600	0	10,600	10,600	0	0
591-538-965.101	CONTRIBUTIONS TO OTHER FUNDS	110,000	0	110,000	110,000	0	0
591-538-968.300	DEPRECIATION	50,000	0	50,000	50,000	0	0
591-538-970.000	CAPITAL OUTLAY	120,000	73,050	120,000	100,000	0	0
591-538-991.000	PRINCIPAL-METER BONDS 2018	55,000	55,000	55,000	55,000	0	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
591-538-993.000	INTEREST-METER BONDS 2018	21,930	21,930	21,930	21,930	0
	Totals for dept 538 - WATER DISTRIBUTION	912,582	1,285,285	927,343	982,343	0
	TOTAL APPROPRIATIONS	1,692,840	1,351,191	2,470,911	2,525,911	0
	NET OF REVENUES/APPROPRIATIONS - FUND 591	637,244	5,508,771	66,760	11,760	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
Fund 597 - WATER SUPPLY FUND-						
ESTIMATED REVENUES						
Dept 000						
597-000-400-000	APPROPRIATION OF FUND BALANCE	4,400,000	0	0	0	0
597-000-569-000	OTHER GRANTS	350,000	0	0	0	0
597-000-642-000	CHARGES-SALES	666,350	0	0	0	0
597-000-665-000	INTEREST EARNED	5,000	44,841	0	0	0
597-000-676-011	HEALTH INSURANCE CO-PAY REIMBURSE	30,000	8,520	0	0	0
Totals for dept-000		2,431,350	50,341	0	0	0
TOTAL ESTIMATED REVENUES						
		2,431,350	50,341	0	0	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023	2023	2024	2024	2024	2024
		APPROVED BUDGET	ACTIVITY THRU 12/6/2023	REQUESTED BUDGET	RECOMMENDED BUDGET	APPROVED BUDGET	
APPROPRIATIONS							
Dept 537- WATER SUPPLY FILTRATION							
597-537-702-000	SALARIES & WAGES	236,000	185,629	0	0	0	0
597-537-703-000	LONGEVITY	5,115	0	0	0	0	0
597-537-704-000	OTHER PAY	7,800	7,158	0	0	0	0
597-537-709-000	OVERTIME	5,000	10,807	0	0	0	0
597-537-712-000	SICK PAY	7,000	24,962	0	0	0	0
597-537-713-000	VACATION PAY	15,000	53,819	0	0	0	0
597-537-714-000	HOLIDAY PAY	10,000	7,294	0	0	0	0
597-537-715-000	SOCIAL SECURITY	19,349	22,043	0	0	0	0
597-537-716-000	HOSPITALIZATION	68,148	82,273	0	0	0	0
597-537-716-100	HOSPITALIZATION- RETIREES	38,710	77,619	0	0	0	0
597-537-717-000	LIFE INSURANCE	696	382	0	0	0	0
597-537-717-100	LIFE INSURANCE- RETIREE	60	56	0	0	0	0
597-537-718-000	RETIREMENT (MERS/ICMA)	83,949	25,443	0	0	0	0
597-537-719-000	WORKERS-COMPENSATION	11,241	7,446	0	0	0	0
597-537-720-000	UNEMPLOYMENT	50	51	0	0	0	0
597-537-721-000	OTHER FRINGE BENEFITS	3,048	1,134	0	0	0	0
597-537-722-000	CLOTHING ALLOWANCE	1,600	258	0	0	0	0
597-537-730-000	POSTAGE	400	100	0	0	0	0
597-537-741-000	OPERATING SUPPLIES	6,500	2,926	0	0	0	0
597-537-750-000	CHEMICALS	38,000	60,979	0	0	0	0
597-537-751-000	LABORATORY SUPPLIES	23,000	48,291	0	0	0	0
597-537-775-000	REPAIR & MAINTENANCE SUPPLIES	15,000	11,202	0	0	0	0
597-537-801-000	PROFESSIONAL SERVICES	10,000	47,245	0	0	0	0
597-537-804-000	DUES & SUBSCRIPTIONS	800	0	0	0	0	0
597-537-805-000	PERMIT FEES	10,000	200	0	0	0	0
597-537-818-000	CONTRACTUAL SERVICES	20,000	113,758	0	0	0	0
597-537-850-000	COMMUNICATIONS	9,000	6,212	0	0	0	0
597-537-860-000	TRANSPORTATION	3,500	1,286	0	0	0	0
597-537-873-000	TRAVEL EXPENSE	3,500	0	0	0	0	0
597-537-901-000	PRINTING/PUBLISHING/ADVERTISI	450	316	0	0	0	0
597-537-920-000	UTILITIES	205,000	258,865	0	0	0	0
597-537-990-000	REPAIR & MAINTENANCE CONTRACT	10,000	5,565	0	0	0	0
597-537-940-000	LEASE PAYMENTS	6,996	7,009	0	0	0	0
597-537-941-000	RENTAL PAYMENTS	0	154	0	0	0	0
597-537-955-000	PROPERTY TAX EXPENSE	11,000	8,283	0	0	0	0
597-537-956-000	MISCELLANEOUS EXPENSE	2,500	2,439	0	0	0	0
597-537-956-001	MISC- BANK FEES	250	305	0	0	0	0

CITY OF MUSKEGON HEIGHTS
 FY 2024 PROPOSED BUDGET

GL NUMBER	DESCRIPTION	2023 APPROVED BUDGET	2023 ACTIVITY THRU 12/6/2023	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET	2024 APPROVED BUDGET
597-537-957-000	EDUCATION & TRAINING	2,000	523	0	0	0
597-537-961-000	INSURANCE	55,885	0	0	0	0
597-537-965-101	CONTRIBUTIONS TO OTHER FUNDS	440,000	0	0	0	0
597-537-970-000	CAPITAL OUTLAY	350,000	54,549	0	0	0
597-537-993-000	INTEREST EXPENSE	121,927	32,944	0	0	0
597-537-994-100	PAYING AGENT FEES	1,500	1,500	0	0	0
Totals for dept 537 - WATER SUPPLY FILTRATION		1,568,874	91,516	0	0	0