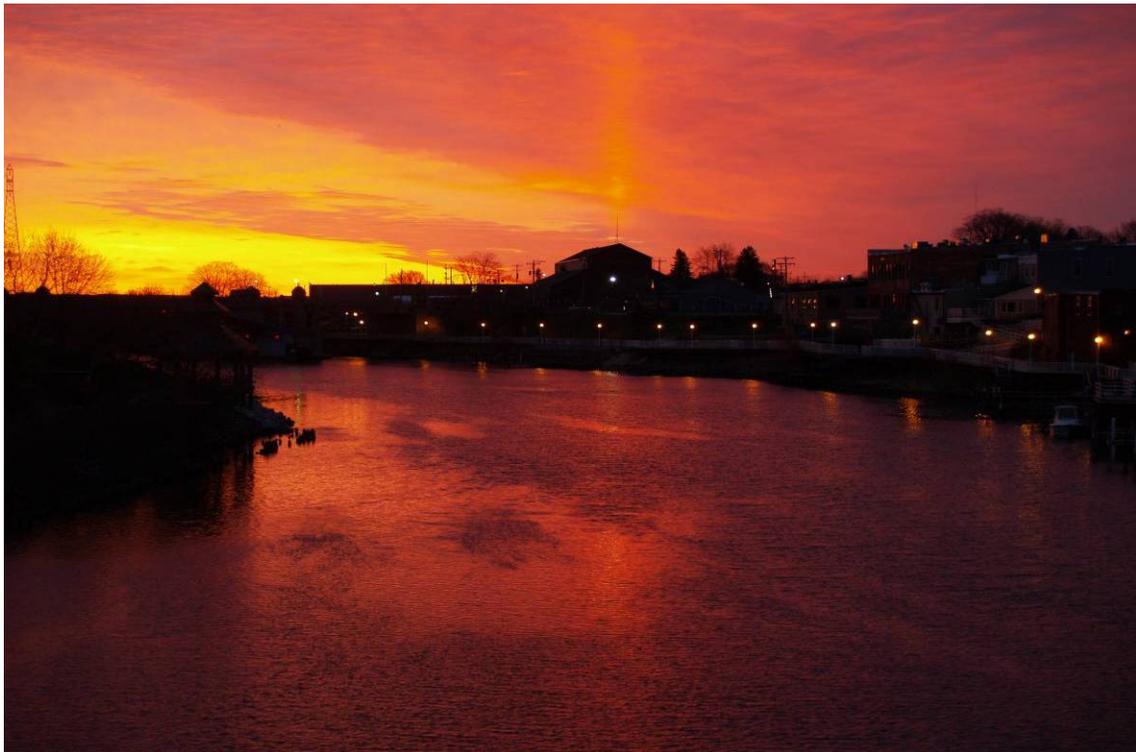




**Proposed Budget**  
**2008 - 2009 Fiscal Year**



**Sunrise over Manistee River Channel**

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## Budget Introduction

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Welcome to the City of Manistee's Fiscal Year 2008-2009 Budget. The Budget is the guiding financial document for the City of Manistee and includes all expenditures, revenues, and capital projects for the fiscal year. The Budget is laid out in an easy to understand and read format. The *Table of Contents* should direct anyone to their particular area of interest.

If you want a quick summary of the document, the *Overview* section provides the reader with the big picture of the City's finances and challenges. This consists of the Manager's Transmittal Letter and the Executive Summary.

Important issues are discussed in greater detail under the heading of *Issue Pages*. This would include topics such as General Fund, Water & Sewer Utility and Appropriations. If you want a good overview of the more important issues facing the City, this is the place to look.

The *General Fund* is the largest part of the document and the place where most public services are identified, as well as most departmental budgets. Each departmental budget is presented in detail. Reading the narrative page of each department will give you a good understanding of the responsibilities, operations and challenges of that department.

The *Enterprise Funds* is the next section of the document. These funds include the Water & Sewer Utility, Municipal Marina and Boat Ramps. These are Funds that do not rely on property taxes for funding, but rather charge user fees to generate operating revenues.

*Internal Service & Special Revenue Funds* are presented next. These funds are established for a specific purpose, such as tracking a grant or for State mandated items, and typically have independent revenue sources. Examples of activities that are accounted for in these funds are the Major & Local Street Funds, Oil & Gas Fund, Refuse Fund and various Grant Funds.

If you want to see what physical improvements the City is planning, the *Capital Project Funds* section is the place to look. These funds track capital expenditures and most current projects. Finally, the *Debt Service Funds* record debt payments for all City general obligation, DDA and voted debt issues. Water & Sewer Utility debt is shown in the Water & Sewer Fund.

The *Appendices* provide valuable supplemental information to the reader. This section tracks valuable information over time, such as the Number of Fulltime Employees, State Equalized Value and Taxable Values of the City. This information will allow the budget to also serve as a record of important historic information rather than just current financial information.

We hope you find this document useful. On behalf of the City of Manistee, thank you for taking the time to review the Fiscal Year 2008-2009 budget document.

March 14, 2008

Honorable Mayor Cyndy Fuller  
Members of the Manistee City Council  
City of Manistee  
70 Maple Street  
Manistee, Michigan 49660

## Budget Transmittal Letter

Ladies and Gentlemen:

Transmitted herewith for the City Council's review and consideration are the City Manager's recommendations for the various budgets for the City of Manistee's 2008-2009 fiscal year.

The City's 2008-2009 Budget has been drafted to respond to the myriad of opportunities and challenges facing the City. New development and growth in 2007 was quite slow, with much of the growth receiving some form of state tax abatement, having the overall effect of limited taxable value increase. When considering the limited taxable value increase against those cost factors that continue to rise, it becomes clear that 2008-2009 and future budgets are becoming more challenging. Based upon these uncertainties, the General Fund budget proposes a surplus of \$14,766

With the knowledge of these fiscal challenges in 2008-2009, the City continued its emphasis on strategic planning. In 2008 Staff and Council, with the assistance of the Alliance for Economic Success Office, updated and improved the 2007 Strategic Plan, focusing more on long term planning, rather than day to day operations. This Strategic Plan, like the one before it, will serve as a guide for future funding. One of the major goals of the plan from staff's perspective is the creation of tools, like the Street Asset Management Plan which requires the City to prioritize and focus spending as efficiently as possible. On a quarterly basis, staff will review progress and proposed challenges in the Strategic Plan due to new external factors.

The effort to purchase Man-Made Lake property from Sand Products Corporation continued in 2007 with the successful receipt of the Michigan Natural Resources Trust Fund grant. This project could not have been successful without the citizen grass roots effort to raise considerable funds to be used as a match toward the ultimate purchase of the Man-Made Lake property.

It is anticipated that the City will be able to finalize the acquisition of the Sand Products property in this fiscal year, which will require a contribution from the Capital Improvement Fund in the amount of \$100,000. The legacy of purchasing a quarter mile of Lake Michigan Shoreline and 22 acres of recreational property for all the public to use is one to be proud of.

Other key projects upcoming this year will be focusing on the phased implementation of the Beach Master Plans, as well as the continued focus on expanding intergovernmental cooperation with our neighbors. Staff continues to hold conversations with Filer Charter Township about expanding WWTP services into the Filer Township DDA / US-31 corridor.

The City Council has established two budget work sessions, one on Monday, March 31, 2008 following the regular Council meeting and one on Tuesday, April 8, 2008 at 7:00 p.m. in the Council Chambers, City Hall. The public hearing to review these budget recommendations and receive public input on them has been scheduled for Tuesday, April 15, 2008. Budget adoption is anticipated at the regular meeting of Tuesday, May 6, 2008.

While the enclosed budget recommendations represent the City Manager and Staff's best judgment for spending based on existing City Council policies and priorities, these issues are subject to the Council's review and ultimate decision. Councilmembers are the elected representatives of the people and maintain the right and responsibility of balancing the 2008-2009 Budget for the City of Manistee.

Respectfully submitted,

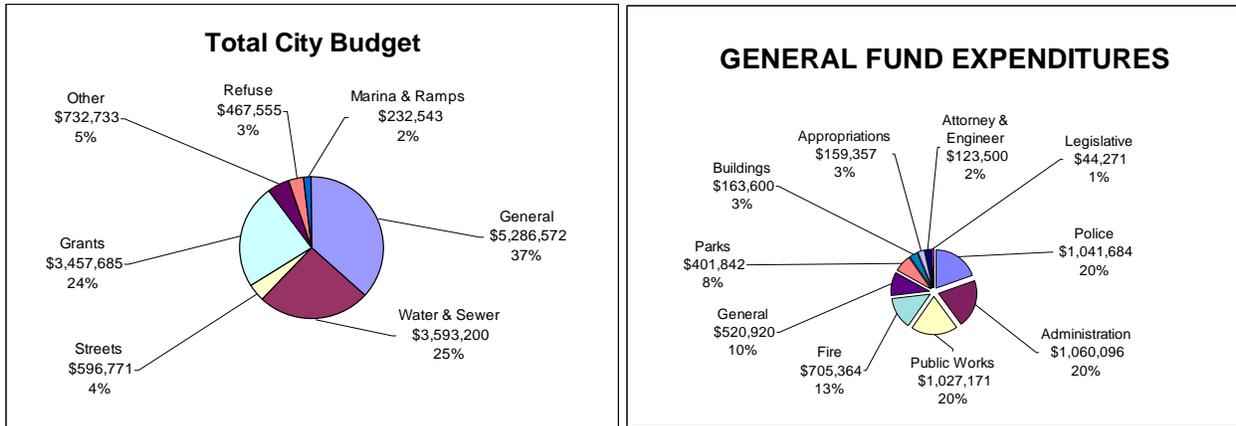
CITY OF MANISTEE

*Mitchell D. Deisch*

Mitchell D. Deisch, City Manager  
[mdeisch@ci.manistee.mi.us](mailto:mdeisch@ci.manistee.mi.us)

Executive Summary

The 2008-2009 City of Manistee budget responds to directives in the Strategic Plan and anticipated slower revenue growth. It incorporates significant spending restraint and projects only modest growth. It also funds important capital projects and ensures key infrastructure is being maintained. The budget for all funds totals \$14,352,930. Spending for various areas is shown on the following chart:



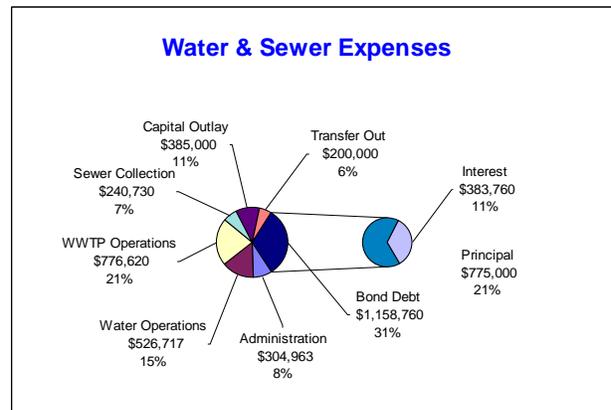
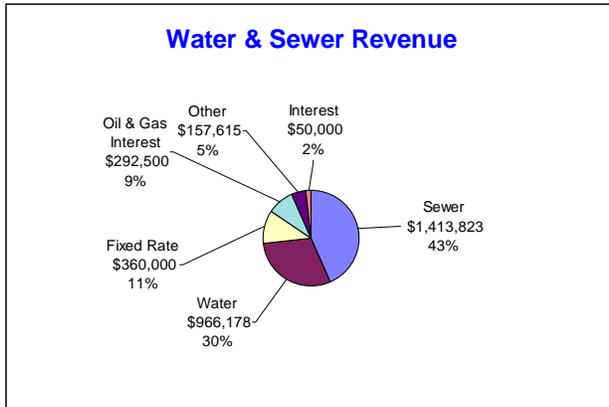
The General Fund is the City’s biggest fund at \$5,247,805 or 37% of total spending. Services most people associate with local government, such as police, fire, assessing, planning and zoning are funded here. Growth in this year’s budget was \$138,061 or 2.7%. General Fund employment declined one-half position to 50.5 full time employees, and no major services are being reduced or eliminated. Parks and General operating expenses accounted for 58% of the growth in expenditures, due to additional seasonal help and maintenance in the parks and higher streetlight and insurance costs in general operations.

The General Fund receives its income from a variety of sources, including property taxes (67%), state revenue sharing (14%) and charges for services (11%). Total revenue is budgeted at \$5,262,571. Revenue growth is \$152,827 or 3%. Tax revenue has slowed due to fewer home sales, less new construction and more tax-exempt development. The General Fund budget proposes a modest surplus of \$14,766. Considerable uncertainty in gasoline and fuel costs prompted a surplus budget this year.

The Water & Sewer Utility has budgeted expenditures of \$3,592,790 or 25% of total spending. Growth in this year’s operating budget is \$141,684 or 7.7%. This cost increase is attributable largely to increased professional services and maintenance. Employment is stable at 11 full time employees. Debt service accounts for \$1,158,760 or 31% of all spending. The recent WWTP expansion added \$2,870,000 of debt. Revenues are budgeted at \$3,240,116, a decline of \$72,490 or 2.2%. This is entirely due to a significant reduction in volume from the utility’s biggest customer, the Oaks prison.

## Executive Summary

In order to service this additional debt, cope with other rising costs and address reduced volume, Water and Sewer rates are proposed to increase by 9%. A typical customer will see their monthly bill increase by \$4.24 per month.



Also included in the budget is \$385,000 for capital expenses. Major items to be addressed include Well 6 cleaning and repairs, rebuilding the Sixth Avenue pump station and Phase 3 of water meter radio read installation. Completing these projects will require using \$352,000 of retained earnings.

The total Street budget is \$596,771, or 4% of total spending. Street maintenance, repairs and construction is primarily funded by gas tax money passed through by the State to the City. The budget does not call for anything but routine maintenance at this time. Once the street asset management plan is completed, a budget amendment will be proposed indicating what preventative maintenance and/or reconstruction projects will be undertaken. When complete, the management plan will give the City more flexibility in spending its state road dollars.

The City has been very successful in receiving grants from a variety of sources. The budget contains \$3,457,685 of grant expenses, or 24% of total spending. This number is much higher than normal because of our recent success in pursuing grants. Grants that have been awarded and are active include the EPA Brownfield Petroleum & Hazardous Assessment, Cool Cities Blueprints for Neighborhoods, various Local Revenue Sharing Board grants and the Maple Street Bridge Local Bridge Fund Grant. The City also anticipates receiving a Michigan Natural Resources Trust Fund Grant for the purchase of Man Made Lake. The City will continue to pursue grant opportunities that complement the City's strategic goals.

Issue Page

Strategic Plan

In 2007 the City embarked upon a strategic planning process to focus both Staff and City Council efforts on the overriding goal to make the City of Manistee the community of choice in Northwest Michigan. The 2007 Strategic Plan resulted in 95 action steps being created, with progress reports on the action steps being presented to City Council on September 11, 2007 and December 11, 2007. Many of the actions were completed in 2007.

For 2008, the City started our annual review of the Strategic Plan with a community forum on December 11, 2007, allowing residents to provide important feedback and direction for the 2008 Strategic Plan. After reviewing the citizen feedback, Council reviewed the strategic priorities and added a new priority for Housing, Homelessness, and Senior Citizens.

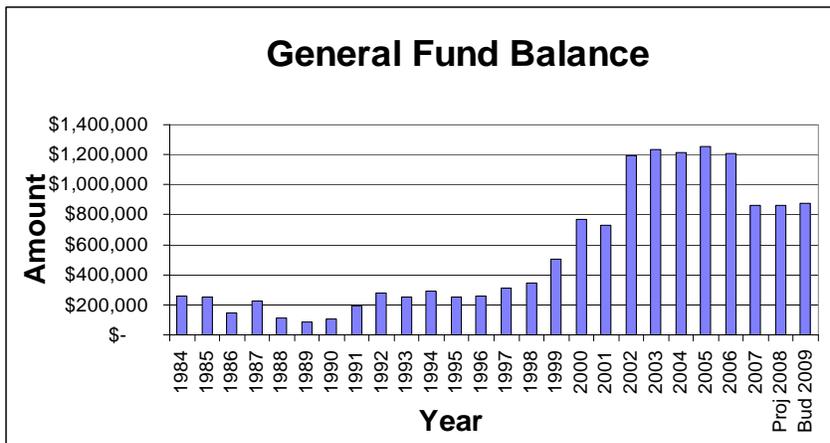
In February 2008 Staff began working with Tim Ervin of the Alliance for Economic Success (AES) Office to develop objectives to each of the Council goals. Depending on the specific objective, either dedicated staff time or budgeted funds are required to achieve the objective. An overview of those 2008 Strategic Plan items that are budgeted is as follows:

Objective 1.1(A)	Branding/Marketing	\$5,000 (General Fund)
Objective 1.1(C)	Safe, Friendly, Accessible	\$30,000 (Various Line Items)
Objective 3.1(B)	Water Quality	\$52,500 (Water & Sewer Fund)
Objective 3.1(C)	Storm Water Separation	\$25,000 (Water & Sewer Fund)
Objective 3.3(B)	Infrastructure Standards	\$10,000 (Gen Fd/Water&Sewer Fd)
Objective 3.5(A)	Technology	\$40,000 (Various Line Items)
Objective 4.1(A)	Beach Master Plans	\$5,000 (Parks Budget)
Objective 7.1(B)	City Needs Assessment	\$5,000 (Housing Comm Budget)
Objective 7.1(C)	City Asset Assessment	\$4,000 (Housing Comm Budget)

Clearly, as the year progresses, additional funds may be necessary to continue to fulfill Council Strategic Objectives.

The General Fund is the primary City operating fund. It is where most City services are provided. Financial stability in the General Fund is crucial if high levels of service are to be maintained. A key to financial stability is adequate, healthy financial reserves; or General Fund Balance. This is true for three primary reasons. First, a reasonable Fund Balance provides insurance against unanticipated major expenses. Major natural or man-made disasters could require the expenditure of significant sums and the Fund Balance provides resources if necessary to address such events.

Second, a Fund Balance provides stability in the event of an economic downturn. A “rainy day fund” provides an opportunity to absorb economic trends over time without dramatically altering the services provided. An example would be tax appeal costs or costs associated with an unforeseen lawsuit.



Third, an appropriate Fund Balance provides an opportunity for investment earnings. Investment earnings can reduce the demand on other revenue sources and provide further stability for municipal operations.

Council has established a General Fund Balance target

of 20% of prior year operating expense and operating transfers. Depending on the expenses of the previous year, any percentage over 20% will be transferred into the Capital Improvement Fund. The amount of \$190,000 was transferred in the 2007 fiscal year from Fund Balance to the Capital Improvement Fund.

Maintaining a 20% Fund Balance still provides an appropriate cushion that can be used if necessary to balance unforeseen costs, loss of revenue or a drastic downturn in Manistee economy. The June 30, 2007 audit showed a Fund Balance of \$860,121, a decrease of \$346,537 from the prior year. This equates to 16.9% of General Fund operating expenses. Staff is recommending to City Council that we review and formalize a Council Fund Balance Policy and will be bringing forth this policy discussion in the upcoming fiscal year.

With the uncertain financial times in the State of Michigan, there is a significant likelihood that in the future it may be necessary to use the Fund Balance to maintain existing services.

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Issue Page

Water & Sewer Utility

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The Water and Sewer Utility (WSU) is an Enterprise Fund and the second biggest in terms of revenue for all City funds. All of the WSU revenues and expenses, capital outlays and debt service are accounted for in one fund. Enterprise Funds should be self-supporting. That is, the users of the system should pay all the costs associated with operating, maintaining and servicing the debt of the system. In fact, the City is required by law and ordinance to ensure that sufficient funds are available to provide for the operation and maintenance of the WSU; and ensure that bond holders receive their scheduled payments.

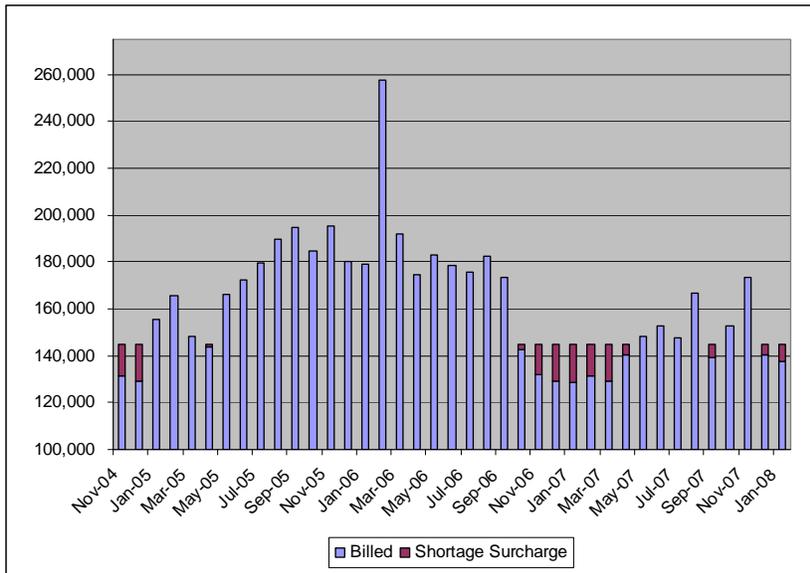
The WSU has taken on a significant amount of debt in the recent past to fund a State-mandated sewer separation project. Although most of this work has been done, there are still a few more segments that need to be completed. In 2007 we completed the wastewater treatment plant expansion. This was funded by a \$2,870,000 low interest loan through the State of Michigan revolving loan fund. As of June 30, 2008, the WSU will have about \$13,015,000 of outstanding debt in eight different bond issues (see Appendix). Total debt service payments average about \$1,200,000 per year through 2020 and the last bond is paid off in 2028. Debt service represents approximately 37% of total WSU revenue.



**Oaks Prison**

The Oaks prison is by far the largest customer of the WSU. They are contractually obligated to 145,000 gallons per day. In addition, they pay 215% of the normal rate; 200% as a base and 15% as a surcharge to help pay for the cost of expanding the WWTP. The Oaks accounts for about 25% of wastewater volume and about 30% of user charges.

When the latest contract with the Oaks was negotiated in 2004, it was anticipated that they would have an average daily flow of about 180,000 gallons per day. This was based on an increase in the inmate population. These projections were largely accurate, until September of 2006, when the volume dropped off significantly. This can be seen in the graph below.



Staff approached the Oaks to determine the cause of the reduced volume. Apparently, the State has requested its prison facilities reduce their utility usage by 10%. In response to this, the Oaks staff made several changes, including: addressing plumbing issues immediately, reduced the amount their water softeners regenerate, installed water restrictors on their showers, installed electric eye faucets, aggressively ticketing inmates for misconduct and

using well water for watering flowers. In addition, after going up to a peak of 930 inmates, the present population is about 860. The graph shows that these measures have had a significant impact, and in the majority of the months since these changes were made, they have been below the minimum contract amount and have been billed a shortage surcharge.

**Water & Sewer Rates**

Water and sewer rates are established annually by ordinance and periodically evaluated. The ordinance calls for a minimum mandatory inflationary adjustment each year. Rates are a combination of a consumption charge and a fixed charge based on meter size. They are calculated and illustrated using a “typical” 6,000 gallon per month usage assumption. Residents are billed in 1,000 gallon increments, and may install an optional separate sprinkling meter.

Projections made in 2005 during the planning for the WWTP expansion showed that the anticipated rate increase necessary to fund the additional bond debt was in the 7% to 9% range. **These numbers were conservatively based on the contracted minimum**, with the hope that the Oaks volume would remain high and reduce the amount of rate increase necessary. Although their volume did remain high for almost a year, this level of usage did not continue because of the water saving measures enacted by the Oaks.

**Therefore, Administration is recommending that the 2008-2009 rates be adjusted by 9.0%.** This rate increase is composed of two parts. The first part is a 7% increase to service the additional debt that was incurred for the wastewater treatment plant expansion. The second part is an additional 2.0% to cover anticipated increased operating costs, particularly electricity due to the additional pumps and blower, and contractual sludge hauling. These increases will generate approximately \$223,000 in additional revenue.

A typical user using 6,000 gallons per month will see their monthly bill increase \$4.20 per month as the table below shows.

### Proposed Water & Sewer Rates

	Existing		New	
	Per 1000g	Per 6000g	Per 1000g	Per 6000g
Water	\$ 2.25	\$ 13.50	\$ 2.48	\$ 14.88
Sewer	\$ 4.50	\$ 27.00	\$ 4.97	\$ 29.82
Fixed	\$ 6.60	\$ 6.60	\$ 6.60	\$ 6.60
<b>Total</b>		<b>\$ 47.10</b>		<b>\$ 51.30</b>

### Capital Improvements\Maintenance

Even as improvements and upgrades to the system are made, it is important to recognize that the WSU is an aging system, and repairs and major maintenance items are continuing to increase in both frequency and magnitude. In addition, the strategic plan calls for identifying all unsatisfactory WSU infrastructure and determining an approach to repair or replace it. Towards this end, the following major items have been addressed in recent years: the Industrial Park water tower was painted both inside and out at a cost of \$219,000, work was completed to fix the deteriorating Jones Street storm sewer outfall, and an improved chemical feed system was added to the City's wells and Well 8 was cleaned. This year, the Parkdale force main and pump station will be rehabbed at a cost of \$138,000 and the Sixth Avenue Pump Station access road and

incoming piping will be relocated at a cost of \$200,000. The FY 2009 budget proposes the following projects:

<b>Water &amp; Sewer Utility Maintenance &amp; Capital Projects</b>			
<b>Department</b>	<b>Project</b>	<b>Cost</b>	<b>Notes</b>
Water	Well 6 Cleaning & Repairs	\$ 35,000	
Water	Water Meter Radio Reads	\$ 125,000	Year 3 of 4
WSU	WaterWellWWTP Communications	\$ 30,000	
Sewer	6th Ave Lift Station	\$ 230,000	Rebuild pump station
<b>Total</b>		<b>\$ 420,000</b>	

The regular inflationary adjustments to water and sewer rates ensure that the WSU has sufficient resources to respond to maintenance items and system failures. This commitment protects the citizens' enormous investment in the system, and ensures that the City can adequately treat effluent and provide quality drinking water.

**Employee Groups**

The City of Manistee has four different unionized employee groups including the DPW employees represented by the United Steelworkers (USW), police officers represented by the Police Officers Association of Michigan (POAM), police sergeants represented by the Command Officers Association of Michigan (COAM), and the firefighters represented by the International Association of Fire Fighters (IAFF). Supervisory and support staff are nonunion. Collective Bargaining Agreements are in place for all four unions, as shown in the Table.

The public safety unions consisting of the POAM, COAM and IAFF have binding arbitration rights under PA 312, whereas the USW does not. This means that if negotiations reach an impasse, an independent arbitrator will ultimately make the final decision for these three unions. However, no one benefits from going through arbitration, and it is always Administration’s goal to settle contracts through good faith negotiation.

Group	Number of Employees	Contract Expiration
POAM	9	June 30, 2010
COAM	3	June 30, 2010
IAFF	7	June 30, 2009
USWA	23	June 30, 2009
Supervisory	8	n/a
General	10.5	n/a
Manager	1	n/a

**Wages**

Employee group wages are adjusted annually on July 1, and are adopted as part of the overall budget. Each employee group, whether union or nonunion, follows a wage and step schedule. A step schedule is a mechanism by which employees’ annual wages are developed. It establishes an introductory wage for a position, and then over a period of years moves employees through a series of wage increases, or steps, as their experience and abilities develop. Eventually, the employee hits the top of the wage scale and no longer receives an annual step increase.

To account for inflation, each step schedule is annually adjusted by a percentage that is negotiated (union groups) or tied to the Proposal A inflation rate (nonunion groups). For this year, the Proposal A inflation rate is 2.3%. In this year’s budget, 39 of 59 or 66% of full-time employees (excluding the City Manager) are at the top of their wage scale and do not receive a step increase. This number will increase each year as more employees become maxed out. Given the current employee base, nearly all employees, whether Union or Nonunion, will be at the top of their scale within the next few years. This will tend to dampen future wage increases.

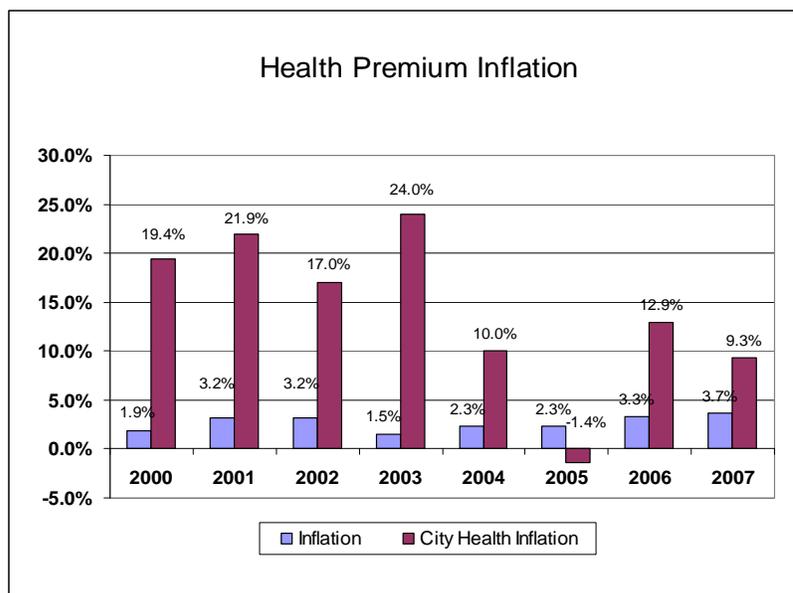
Union step schedules are ultimately determined through collective bargaining, but are generally based upon wages being paid in comparable communities for comparable jobs. Current union contracts call for the various wage/step tables to be increased between 2% to 4.5% depending on the contract and the current Proposal A inflation rate.

The nonunion employees and COAM step schedules were based on a comprehensive Wage & Classification Study commissioned by City Council and conducted by the Michigan Municipal League in 2003. The study serves several purposes. First, it provides an objective mechanism to evaluate newly created positions and set the compensation accordingly. Second, it allows for evaluation of whether a change in existing job responsibilities warrants a classification change. Finally, it ensures that employees are neither over nor under compensated based on the labor market; but rather that they are fairly compensated. **Due to the uncertainties of these economic times, the City Manager is recommending that nonunion staff receive only a one-half step increase rather than the traditional full step increase.**

Several changes are being proposed for fiscal year 2008-2009. The most significant change is the elimination of the Police Department Transcriptionist position one year earlier than originally discussed with Council. With the elimination of the position the Police Department will be required to implement their voice-actuated software requiring officers to dictate and complete their own reports. The second major change would be expanding the part-time clerical position in the Finance Department to a full-time position. For the past several years this has been a recommendation of the auditors. Auditor recommendations, along with increased unfunded state mandates have driven this decision.

**Health Insurance**

The City provides health insurance to all full-time employees. Coverage is provided through a Blue Cross Blue Shield of Michigan (BCBSM) insurance pool. It has been a long-standing City objective to provide quality, affordable health coverage to employees as a method of attracting and retaining talented staff. However, maintaining quality coverage has become more difficult. Health insurance is the second biggest employee

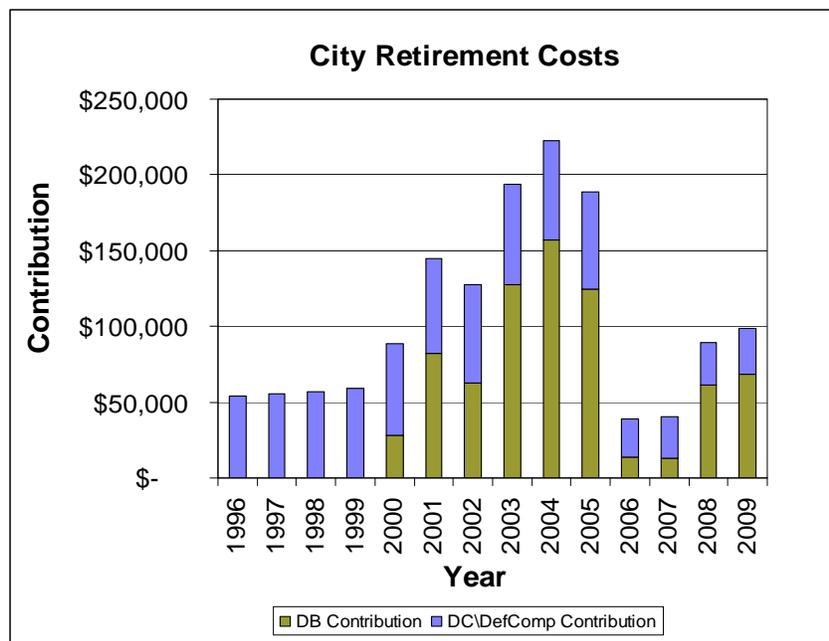


expense behind wages. As is the case throughout the country, the City has seen tremendous increases in the cost of health insurance premiums. Over the past several years, the City's premiums have grown much faster than general inflation and have more than doubled, in spite of reforms undertaken (see chart on previous page)

To combat the rapid rise in prices, the City has been proactive in addressing these costs. In the late 1990's, it switched from a Master Medical plan to a PPO plan. Cost savings for this move are not available. However, the belief is that there were small savings and improved coverage. In 2003, the City went from a \$5 flat co-pay drug card to a \$10/\$20 generic/brand co-pay drug card. Then in 2005, the City went to a \$15/\$30 generic/brand drug card. In 2007, the City implemented a choice of plans for non-union, IAFF and USW and required employee participation in premium costs for the more expensive plans.

In the latest negotiations with the POAM and COAM, the City implemented a Flexible Blue 2 (FB2) plan, maintained employee premium payments and added Health Reimbursement Arrangement (HRA). The FB2 is a high deductible plan that reduces premiums and makes pricing more apparent. Under the HRA, the City reimburses the employee their out of pocket costs up to the deductible limits. As part of the plan, the City has also achieved health care capping. The City will be responsible for the first 5% of premium increases. The employee is responsible for the next 5%. The third 5% is split between the employee and the City. Any increase greater than 15% is considered catastrophic and the City picks up those additional costs. The net result is that the City has likely limited its exposure to 7.5% in any given year. This is a vast improvement over the recent premium increases. The non-union staff is also on this plan. In upcoming negotiations with IAFF and USW, similar reforms will be discussed and implemented.

**Retirement Benefits**



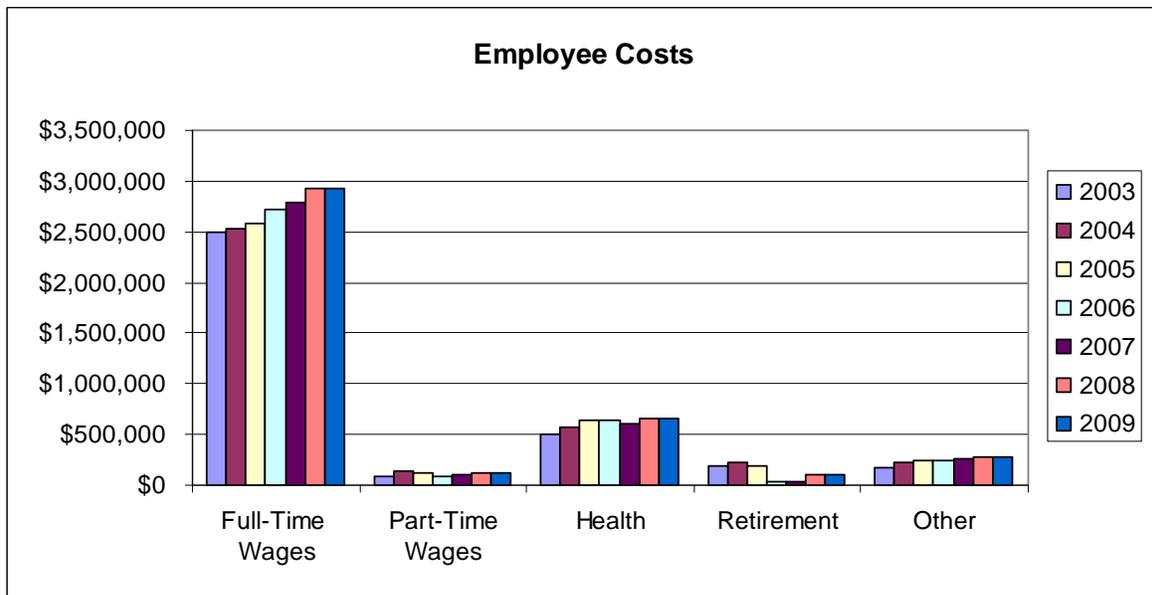
The City is a member of the Municipal Employees' Retirement System of Michigan (MERS). Most of the City's employees are covered under one of a number of defined benefit (DB) retirement plans administered through MERS. A few employees are covered under a 457 deferred comp plan administered by ICMA, or a 401 defined contribution plan provided by MERS; collectively, (DC).

MERS calculates an annual contribution for each DB plan while the DC contribution is a percentage of wages. The graph below shows the City’s retirement contributions over time. As the graph shows, the recent move to MERS has saved the City a significant amount of money. Annual DB contributions averaged \$137,000 from 2003 to 2005. With MERS, the average annual contribution has been \$39,000. This has resulted in an annual savings of about \$98,000. The City did experience a spike in required DB contributions in 2008. However, as you can see, this has largely leveled off because of the excellent market performance of the MERS portfolio.

**Analysis**

For the fiscal years from 2003 through budgeted 2009, total employee wages and benefits have increased at an average annual rate of 3.03%. Inflation as measured by the Proposal A rate averaged 3.28%. The State & Local Government Implicit Price Deflator, a more accurate measure of the goods and services purchased by local government, averaged 5.6% from 2003 to 2007, the last year data was available.

To put this in perspective, one can calculate what typical employee cost increases are. Using MERS’ assumption of 4.5% average annual wage growth and the Kaiser Family Foundation Survey number of 11% annual health insurance inflation over the last six years, one would expect that average wage and benefit costs for the City would have risen at an annual rate of 5.6%. Thus, employee costs have risen only 58% of the typical growth when compared to these models. The various components of employee costs over this period and the year over year performance are shown below.



The graph shows that wages have risen in line with union contracts and the non-union wage table. Some attrition is also included in these numbers. Health insurance costs have largely stabilized and are close to 2005 levels due to the reform initiatives undertaken. Future rate increases are expected to be less severe and the City has achieved partial health care capping. Retirement costs continue to show significant savings after moving to MERS. Overall, the numbers show that the City has done an excellent job controlling employee costs. This is even more apparent when you consider roughly 16% of total employee costs relate to health insurance and it has increased at roughly six times the rate of inflation over this period. In addition, 42 of 60 (70%) full-time employees are covered by a union contract.

Administration has accomplished these results by aggressively pursuing health care reforms, addressing pension issues and negotiating firm, fair contracts with its union groups. In future years, Administration will continue to be proactive in managing costs, including exploring continued ways to control health care costs, as well as through employee attrition.

## Issue Page

## Refuse Fund

Refuse collection in the City is a public/private partnership. The collection and recycling service has been moved to the private sector through a contract with Allied Waste. The funding is a hybrid system, funded largely by a 1.5 mill levy and supplemented by a modest monthly user charge.



Significant discussions have been held the past several years about switching the funding mechanism away from the hybrid system to a private billing/user fee system only. In FY 2006, Council ultimately made the decision to maintain the current funding mechanism for refuse collection and reduce the millage rate from 2.0 mills to 1.5 mills. This has resulted in reducing the Refuse Fund Balance over time. Fund Balance at the end of FY 2007 was \$427,366 and is projected to be \$405,980 at the end of FY 2008.

In addition, the Refuse Fund makes significant line item transfers to the General Fund to offset costs associated with billing and collection, spring trash haul and an operating subsidy.

**It is still Staff's recommendation that the billing and payment system be privatized. This would involve reducing the millage rate by 1 mill to .5 mills to cover municipal refuse collection, spring trash haul and administration. In addition, residential and commercial users would pay Allied waste directly (under an umbrella City contract) based on the level of service they desire and amount of waste they generate. The remaining Refuse Fund Balance would be used to gradually reduce the General Fund's dependency on refuse related payments. This recommendation is supported by the findings of the May 2006 Citizen Service Survey compiled by Northwestern Michigan College, which indicated that 77.4% of the respondents felt refuse disposal fees should be based on volume, not SEV.**

**Based upon current Council work session discussion and discussion with individual Councilmembers, it appears that there is still a 4-3 split among City Council to maintain the current refuse funding and billing system. Based upon this information, staff is maintaining the current system in the 2008 - 2009 Budget. Staff is also recommending that we continue to work with Council and Allied Waste to craft an equitable user fee system that could be implemented when the current refuse contract expires on June 30, 2010.**

Issue Page

Ramsdell Theatre

The City owns the historic Ramsdell Theatre. The complex is listed on the National Register of Historic Places and serves as the cultural center of Manistee County. It is one of the finest small theatres in the United States. Over the past fifteen years the volunteer, non-profit group Ramsdell Theatre Restoration Project (RTRP) has raised nearly \$4,000,000 from generous donors and various grants to renovate and restore the Theatre. The City has historically made an annual appropriation to the RTRP to assist in applying for matching grants for restoration activities. This year, the amount is proposed to be \$20,000, a \$5,000 reduction from prior years. The primary reason for the appropriation is that the City contribution traditionally was used for a local grant match. Grant funds for reconstruction projects have become more challenging, with less grant opportunities available now compared to the past.



The RTRP is currently finishing up a 2008 MCACA grant for constructing new handicap accessible restrooms in the basement of the building. These restrooms will service the entire building including the ballroom and replace the obsolete restrooms in the theatre itself. RTRP plans on submitting a 2009 MCACA grant application to continue work on the basement classroom and rehearsal space.

The City, through the Ramsdell Theatre Governing Authority (RGA), manages and operates the facility. It sets the policies for the building and is responsible for ongoing maintenance. The RGA also works closely with RTRP to continue the restoration. The RGA hopes to eventually move the Ramsdell Theatre to a break-even enterprise. However, this is a number of years down the road. In the short-term, the City's General Fund will have to provide an operating subsidy.

This subsidy allows the Theatre to keep its doors open, and more importantly, protect the multi-million dollar investment that has been made in the building. The budget calls for a \$65,000 transfer from the General Fund to the Ramsdell Theatre Fund. The transfer will provide money to partially fund operations; primarily utility bills and custodial services, and also day to day maintenance. However, the operating budget is not sufficient to address several large infrastructure needs.

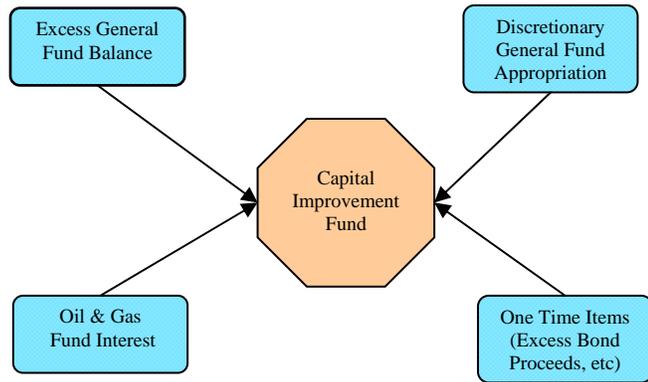
There are two major areas of concern. The first and most important is the Theatre's outside envelope, which is in need of attention. This project would entail all areas from the dentil work up, including the theatre, stage and ballroom roofs (membrane and shingle), eave troughs and downspouts, safe access to roof-mounted HVAC equipment, cupolas and chimney. The City engineer has prepared a preliminary cost estimate of \$288,000 to address these areas. The Capital Improvement fund has \$60,000 slated to start the process this year and address some of the most pressing needs. A multi-year commitment of funds will be necessary to address remaining issues.

Another major area is the steam boiler system which also will likely need replacement in the near future. A recent Wade-Trim study identified an approach to address all of the buildings HVAC needs. The total cost of this project is also several hundred thousand dollars. However, the energy savings will be significant and would help reduce long-term operating costs.

The RGA and RTRP will be actively seeking "capstone" grant funds to finish the building. The likelihood of finding one of these is unknown, but if the right funding source is located, there is significant potential for success. In the absence of this, a multi-year, multi-source funding approach (status quo), voted county-wide millage or bond issue are the only viable options to complete the building.

The Capital Improvement Fund was established in 2005 as a method to accumulate money to help pay for capital improvements in the City. All major capital expenditures not required to be recorded in another fund will be recorded and budgeted for in this fund. This will primarily be General Fund items. However, it could include things such as streets and other infrastructure needs, such as other City-owned buildings.

The primary source of funding is Oil & Gas Fund interest. This will provide a stable, long-term source of funding for capital projects. The budget calls for \$200,000 to be transferred.



A secondary source of funding will be an annual transfer of excess General Fund balance. An annual evaluation of the General Fund balance will be undertaken each year after getting the audited numbers back.

The current policy is to transfer any amount in excess of 20% of General Fund operating expenses and transfers out to the Capital Improvement Fund. Based on the FY 2007 audit, the general fund is below the 20% threshold, so no transfer will occur in FY 2008 and none is anticipated in FY 2009. At the end of FY 2009, it is projected that the Capital Improvement fund will have \$145,552. Staff is working to close out the City Hall Renovation Project which, depending on the final balance, may show a slight increase to the Capital Improvement Fund. Projects (as amended by Council) budgeted for this year include:

**2008-2009 Capital Improvements**

	<b>Budget</b>
Man-Made Lake	\$ 100,000
Ramsdell Theatre Envelope	\$ 60,000
Beaches (enhance\grant)	
1st St. Beach Walkway	\$ 30,000
Riverwalk Maintenance	\$ 10,000
Web-Site Makeover	\$ 15,000
Fiber Optic	\$ 20,000
GIS	\$ 10,000
Fire Station Furnace	\$ 3,000
<b>Total</b>	<b>\$ 248,000</b>

It should also be noted that it will be staff's recommendation that the Community Pool contribution that was negotiated between the Manistee Area Public School and the City for \$40,000 annually will be budgeted in the Capital Improvement Fund. Staff feels this is appropriate as the \$40,000 annual payment was necessary to secure the asset being built, even though the funds will be used by MAPS for operations. In this sense, the payment can be looked at as the acquisition cost of the pool. In conversations with MAPS and the benefactors of the project, the pool is not anticipated to be completed until fiscal year 2009-2010, thus no funds are being budgeted for in the 2008-2009 fiscal year budget.

Issue Page

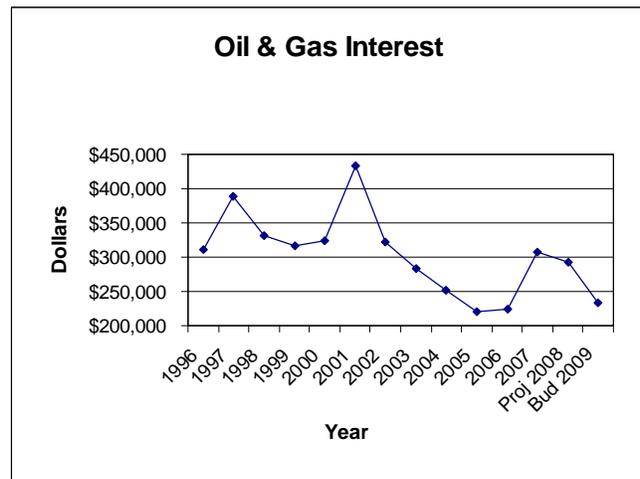
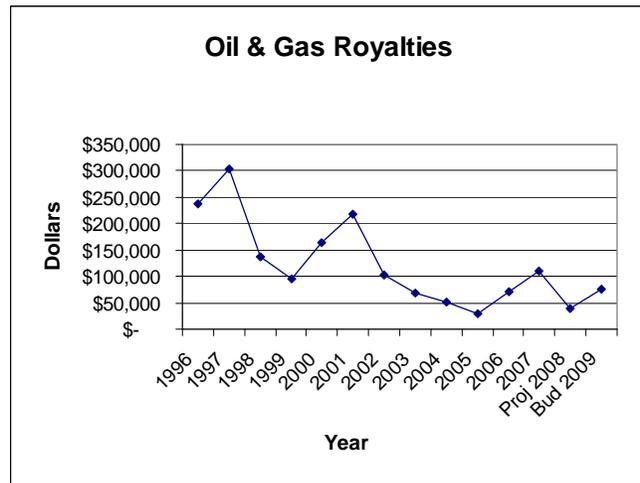
Oil & Gas Fund

The Oil & Gas Fund was established to accumulate the principal generated from oil and gas royalties received from City-owned mineral rights. Charter Section 2-1(B) protects the principal and royalties of this fund from being spent without a vote of the people. Investing the principal of this fund is handled by the Oil & Gas Investment Board, appointed by City Council. The Board consists of five members, including the Mayor and Finance Director. The fund currently has about \$6,700,000.



Well production and royalty income have declined over the past ten years because oil and gas production volumes have declined significantly. However, the recent high price of oil and natural gas, and improvements made by Aztec to the processing plant and wells, has helped offset this somewhat. The lifespan of the oil and gas wells is unknown.

The City is actively pursuing a change in state law to allow the Oil & Gas fund to be invested like a public pension fund instead of under the more restrictive PA 20 regulations. A bill to make this change, SB 658 of 2008, has passed the Senate unanimously (see next page). It was referred to the House Committee on Intergovernmental, Urban and Regional Affairs and is currently awaiting action. Representative Palsrok is working to ensure the bill is brought up for a hearing. Staff expects the bill to ultimately be signed into law, but the timing is uncertain. As a result, the budget has been prepared to reflect the current law and available investment types.



# SENATE BILL No. 658

(As amended, October 24, 2007)

July 26, 2007, Introduced by Senators McMANUS, VAN WOERKOM, ALLEN, JANSEN and GLEASON and referred to the Committee on Local, Urban and State Affairs.

A bill to amend 1943 PA 20, entitled

"An act relative to the investment of funds of public corporations of the state; and to validate certain investments,"

(MCL 129.91 to 129.96) by adding section 7.

THE PEOPLE OF THE STATE OF MICHIGAN ENACT:

SENATE BILL No. 658

1           SEC. 7. NOTWITHSTANDING ANY LAW OR CHARTER PROVISION TO THE  
2 CONTRARY, IF A PUBLIC CORPORATION HAS A LONG-TERM OR PERPETUAL  
3 TRUST FUND CONSISTING OF MONEY AND ROYALTIES <<OR MONEY>> DERIVED FROM  
4 OIL AND  
5 GAS EXPLORATION ON PROPERTY OR MINERAL RIGHTS OWNED BY THE PUBLIC  
6 CORPORATION, THE GOVERNING BODY OF THE PUBLIC CORPORATION MAY BY  
7 RESOLUTION PROVIDE ITS INVESTMENT OFFICER WITH THE SAME AUTHORITY  
8 TO INVEST THE ASSETS OF THE LONG-TERM OR PERPETUAL TRUST FUND AS IS  
9 GRANTED AN INVESTMENT FIDUCIARY UNDER THE PUBLIC EMPLOYEE  
RETIREMENT SYSTEM INVESTMENT ACT, 1965 PA 314, MCL 38.1132 TO

Interest from the fund is used to fund capital improvements in the City and subsidize water and sewer rates. Council has begun the process of phasing out the water and sewer subsidy over a period of several years to allow for more funding to the Capital Improvement Fund. The budget anticipates \$200,000 being transferred for this purpose.

Issue Page

Interfund Activity

There is considerable interaction among the various accounting funds of the City. The following table shows the transfers, reimbursements and charges that have been budgeted.

<b>From Fund</b>	<b>To Fund</b>	<b>Amount</b>	<b>Reason</b>
<b><u>Operating Transfers</u></b>			
Special Assessment	Street Improvement	\$ 8,000	Special assessment collections
Public Improvement	Water & Sewer	\$ 233,000	Ratepayer subsidy
Water & Sewer	Capital Improvement	\$ 200,000	Year 4 subsidy phaseout \ build Capital Fund
General	Ramsdell Theatre	\$ 65,000	Operating Subsidy
Refuse Fund	General	\$ 80,000	Budget stabilization
Capital Improvement	Riverwalk Maintenance	\$ 10,000	Rebuild Riverwalk Maintenance Fund
<b><u>Charge for Services</u></b>			
General	Motor Pool	\$ 184,275	Lease of equipment
Water & Sewer	Motor Pool	\$ 99,225	Lease of equipment
Building Inspector	General	\$ 30,000	Reimbursement
Major Street	General	\$ 189,000	Reimbursement
Local Street	General	\$ 75,000	Reimbursement
Refuse	General	\$ 31,000	Reimburse for trash haul
Refuse	General	\$ 41,055	Administration
Water & Sewer	General	\$ 183,208	Administration
Marina	General	\$ 10,500	Administration
Boat Ramps	General	\$ 8,710	Administration
<b><u>Debt Service</u></b>			
Major Street	Debt Service	\$ 139,395	Debt Service (Streetscape)
General	Debt Service	\$ 183,450	Debt Service (City Hall)

Issue Page

Appropriations

The City funds a variety of different organizations which undertake public activities on the City's behalf. A summary of the current requests is presented below.

	2007 Actual	2008 Budget	Organization Requested	Manager Budget	Council Adopted
<b>801 Appropriations</b>					
890.000 Alternatives for Area Youth	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000
891.000 211	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
892.000 Alliance for Economic Success	\$ 27,202	\$ 29,276	\$ 28,857	\$ 28,857	\$ 28,857
893.000 Junior Baseball	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
894.000 Manistee Recreation Assoc.	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
895.000 Museum	\$ 10,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
896.000 PEG	\$ 24,253	\$ 20,000	\$ 24,000	\$ 20,000	\$ 24,000
897.000 Ramsdell Restoration	\$ 25,000	\$ 25,000	\$ 25,000	\$ 20,000	\$ 20,000
898.000 SSCENT	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
899.000 Veteran's Memorial Day	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
969.016 Civic Players - Ramsdell	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL APPROPRIATIONS</b>	<b>\$163,455</b>	<b>\$ 162,276</b>	<b>\$ 168,357</b>	<b>\$159,357</b>	<b>\$163,357</b>

By law the City may not provide a gift or a contribution of tax dollars to any purpose. However, the City may provide governmental services through other organizations. This distinction is important. In order to document the public purpose being served, the City has requested signed agreements that document the public benefit being provided, when not readily apparent or already documented.

Both MECCA (contract expires 6/30/08) and SSCENT have agreements with the City, therefore, these amounts are pre-determined. The allocation to the Manistee County Historical Museum is in return for their assistance as City historian and historic commission assistance. The MRA provides youth sport programming. The Veteran's Day Memorial is for flags on Veteran's grave sites. AAY provides for staffing and programs at the Teen Center. The Ramsdell Theatre Restoration Project uses its allocation to continue restoring the Ramsdell Theatre through grants and fundraising. The PEG allocation supports the operations of TV2. Finally, the allocation to Junior Baseball provides funds to retain a seasonal employee for field maintenance.

PEG requested a \$4,000 increase this year to hire an assistant and upgrade equipment. In order to maintain the overall budget, the City Manager recommended the same level of funding as last year, but was reversed by Council. This year's Appropriation Budget contains funds to assist with the new 211 collaborative venture. As 211 becomes established in Manistee County, it would appear to be appropriate to consider establishing a dedicated millage like 911. The Manager's recommendations are intended to provide the Council a point of beginning for discussion. Like other budgetary decisions, allocation decisions are in the hands of the City Council.

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Issue Page

Schedule of Fees

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It has been a number of years since the schedule of fees has been updated. Some fees are established by Ordinance and cannot be changed without an Ordinance amendment. However, most are established by a simple Council resolution. This year, staff is changing the process of how the schedule of fees is updated. From now on, the fee schedule will be updated annually as part of the budget process. It will be incorporated as part of the resolution Council passes when passing the budget.

The most significant changes are in the areas of planning, zoning and building permits. These fees have not been adjusted since 1999. The Community Development office undertook an extensive evaluation of all City planning, zoning and building fees. They benchmarked against surrounding communities, calculated actual costs for processing applications, reviewed the State Construction Code Fee Schedule and performed a time analysis of rental inspections. Their recommendations are incorporated in the fee schedule, and include adjusting building permit fees to match the State schedule, keeping the rental inspection fee flat and raising planning and zoning fees to cover actual costs and to be comparable with surrounding communities.

As tax revenues slow and State aid stagnates, coupled with higher costs for goods and services consumed by government, fee revenue will become an increasingly important part of the City's overall budget equation. The proposed schedule can be found following the Budget Appropriation Act.

The budget incorporates this revised fee schedule into its revenue assumptions and projections.

General Fund

Revenue

The General Fund revenue budget proposes an overall increase of \$152,828 or 3%. Tax revenue is projected to increase \$96,359 or 2.8%. All other revenues project an increase of \$56,468.

	2007 Actual	2008 Budget	Manager Budget	Council Adopted
<b>REVENUES</b>				
402.000 Real & Personal Property Tax	\$ 2,944,905	\$ 3,036,941	\$ 3,117,960	\$ 3,117,960
411.000 Delinquent Real Property Tax	\$ 131,663	\$ 179,923	\$ 160,120	\$ 160,120
420.000 Delinquent Personal Property Tax	\$ 33,459	\$ 30,413	\$ 40,938	\$ 40,938
445.000 Tax Penalties & Interest	\$ 46,396	\$ 32,000	\$ 41,394	\$ 41,394
447.000 Tax Administration Fee	\$ 34,513	\$ 30,000	\$ 31,957	\$ 31,957
640.000 In Lieu of Taxes	\$ 99,101	\$ 118,191	\$ 131,460	\$ 131,460
<b>Total Tax Revenue</b>	<b>\$ 3,290,036</b>	<b>\$ 3,427,469</b>	<b>\$ 3,523,828</b>	<b>\$ 3,523,828</b>
539.001 Spotlight Grant Revenue	\$ 17,409	\$ 20,000	\$ 17,290	\$ 17,290
574.000 State Share Liquor Tax	\$ 7,970	\$ 7,500	\$ 7,800	\$ 7,800
575.000 State Shared Revenue	\$ 737,941	\$ 741,966	\$ 733,178	\$ 733,178
<b>Total State Revenue</b>	<b>\$ 763,320</b>	<b>\$ 769,466</b>	<b>\$ 758,268</b>	<b>\$ 758,268</b>
627.000 Charge for Serv - Bldg. Insp.	\$ 40,000	\$ 17,000	\$ 30,000	\$ 30,000
628.000 Charge for Service - Boat Ramp	\$ 2,000	\$ 2,000	\$ 8,710	\$ 8,710
630.000 Charge for Services-Local St.	\$ 72,000	\$ 72,000	\$ 75,000	\$ 75,000
631.000 Charge for Services-Major St.	\$ 180,000	\$ 180,000	\$ 189,000	\$ 189,000
632.000 Charge For Service - Marina	\$ 2,500	\$ 3,000	\$ 10,500	\$ 10,500
634.000 Charge for Services - Refuse	\$ 71,680	\$ 81,200	\$ 72,055	\$ 72,055
635.000 Charge for Service - W&S	\$ 150,000	\$ 180,000	\$ 183,208	\$ 183,208
<b>Total Inter-Fund Revenue</b>	<b>\$ 518,180</b>	<b>\$ 535,200</b>	<b>\$ 568,472</b>	<b>\$ 568,472</b>
450.000 Business Registration	\$ 900	\$ 1,000	\$ 1,350	\$ 1,350
480.000 Licenses	\$ -	\$ 500	\$ -	\$ -
485.000 Permits	\$ 12,117	\$ 7,000	\$ 11,000	\$ 11,000
626.000 Charge for Service	\$ 33,546	\$ 41,000	\$ 40,000	\$ 40,000
629.000 Charge for Serv - Inspections	\$ 14,370	\$ 5,000	\$ 10,420	\$ 10,420
642.000 Sales	\$ 2,379	\$ 4,000	\$ 5,000	\$ 5,000
647.000 Sales - Concessions	\$ -	\$ -	\$ 23,000	\$ 23,000
655.000 Fines & Forfeits	\$ 63,659	\$ 56,500	\$ 58,000	\$ 58,000
<b>Total Sales, Fees &amp; Fines</b>	<b>\$ 126,971</b>	<b>\$ 115,000</b>	<b>\$ 148,770</b>	<b>\$ 148,770</b>

General Fund

Revenue

	2007 Actual	2008 Budget	Manager Budget	Council Adopted
490.000 Franchise Fees	\$ 75,400	\$ 74,000	\$ 76,000	\$ 76,000
539.000 State Grant Revenue	\$ 11,742	\$ -	\$ -	\$ -
664.000 Interest Income	\$ 73,333	\$ 60,000	\$ 45,000	\$ 45,000
667.000 Rental Income	\$ 5,152	\$ 2,250	\$ 6,000	\$ 6,000
668.000 Riverfront Lease Income	\$ 19,522	\$ 20,489	\$ 21,505	\$ 21,505
671.000 Other Revenue	\$ 2,654	\$ 20,870	\$ 2,500	\$ 2,500
674.000 Contributions\Donations	\$ 18,631	\$ -	\$ 1,000	\$ 1,000
676.000 Reimbursements	\$ 11,347	\$ -	\$ 17,500	\$ 17,500
687.000 Refunds	\$ 716	\$ -	\$ -	\$ -
688.000 Refunds - W.C. Premium	\$ 14,554	\$ 15,000	\$ 14,000	\$ 14,000
695.000 Insurance Settlement	\$ 412	\$ -	\$ -	\$ -
<b>Total Other Revenue</b>	<b>\$ 233,462</b>	<b>\$ 192,609</b>	<b>\$ 183,505</b>	<b>\$ 183,505</b>
699.000 Operating Transfer In	\$ 78,149	\$ 70,000	\$ 80,000	\$ 80,000
<b>Total Transfers In</b>	<b>\$ 78,149</b>	<b>\$ 70,000</b>	<b>\$ 80,000</b>	<b>\$ 80,000</b>
<b>TOTAL REVENUES</b>	<b>\$ 5,011,122</b>	<b>\$ 5,110,748</b>	<b>\$ 5,262,843</b>	<b>\$ 5,262,843</b>

General Fund

General Operating

The General Operating department accounts for those items that are City-wide in nature, or ones that do not fit within an existing department. It also captures most unexpected or unbudgeted items that occur during the year. The budget proposes an increase of \$13,082 or 2.6% compared to the prior year. The increase is attributable primarily to higher insurance and streetlight expense, offset somewhat by cuts elsewhere.

	2007 Actual	2008 Budget	Manager Budget	Council Adopted
<b>100 General Operating</b>				
728.000 Operating Expense	\$ 6,673	\$ -	\$ -	\$ -
801.000 Professional Services	\$ 34,560	\$ 42,500	\$ 31,500	\$ 62,305
822.000 Insurance	\$ 80,595	\$ 81,000	\$ 92,000	\$ 92,000
855.000 Utilities - Cell Phones	\$ 5,246	\$ 5,500	\$ 5,500	\$ 5,500
859.000 Utilities - Data\Internet	\$ 4,542	\$ 5,500	\$ 6,520	\$ 6,520
901.000 Postage	\$ 25,059	\$ 21,000	\$ 22,000	\$ 22,000
905.000 Retirement Fund Contribution	\$ -	\$ -	\$ -	\$ -
915.000 Manistee Co. Airport Payment	\$ -	\$ -	\$ -	\$ -
925.001 Electric - Street Lights	\$ 100,249	\$ 89,000	\$ 100,000	\$ 100,000
940.000 Rent	\$ 4,588	\$ 6,450	\$ 6,450	\$ 6,450
959.000 Bad Debt	\$ -	\$ -	\$ -	\$ -
960.000 Bank Charges	\$ 35	\$ 500	\$ 500	\$ 500
945.000 Building Rental	\$ -	\$ -	\$ -	\$ -
964.000 Refunds	\$ 53,804	\$ 5,000	\$ 2,000	\$ 2,000
970.000 Capital Outlay	\$ 89,501	\$ -	\$ -	\$ -
989.000 Computer Hardware & Software	\$ 6,863	\$ 6,000	\$ 6,000	\$ 6,000
999.000 Operating Transfer Out	\$ 486,556	\$ 245,388	\$ 248,450	\$ 248,450
<b>TOTAL GENERAL OPERATING</b>	<b>\$ 898,271</b>	<b>\$ 507,838</b>	<b>\$ 520,920</b>	<b>\$ 551,725</b>

The Council subsequently approved the inclusion of a City-wide service delivery study that is estimated to cost \$35,000-\$40,000. Of this amount, \$30,000 has been budgeted for this year.

General Fund

Legislative

The Legislative department accounts for the expenses of City Council. It includes things such as compensation, travel & training expense and MML membership. The budget proposes an increase of \$1,221 or 2.8%.

	2007 Actual	2008 Budget	Manager Budget	Council Adopted
<b>101 Legislative</b>				
702.000 Salaries	\$25,819	\$26,265	\$ 26,659	\$26,659
712.001 Costs - Social Security	\$ 1,601	\$ 1,628	\$ 1,653	\$ 1,653
712.002 Costs - Medicare	\$ 374	\$ 381	\$ 387	\$ 387
712.007 FUTA	\$ 9	\$ -	\$ -	\$ -
712.009 Costs - Work Comp	\$ 53	\$ 76	\$ 73	\$ 73
<b>Employee Costs</b>	<b>\$27,855</b>	<b>\$28,350</b>	<b>\$ 28,771</b>	<b>\$28,771</b>
728.00 Office/Operating Expense	\$ 7,012	\$ 8,200	\$ 7,700	\$11,200
860.000 Travel & Training Expense	\$ 4,233	\$ 6,500	\$ 7,800	\$ 7,800
<b>Operating Costs</b>	<b>\$11,245</b>	<b>\$14,700</b>	<b>\$ 15,500</b>	<b>\$19,000</b>
<b>TOTAL LEGISLATIVE</b>	<b>\$39,101</b>	<b>\$43,050</b>	<b>\$ 44,271</b>	<b>\$47,771</b>

Council elected to put \$3,500 back into the budget to provide for an employee and board & commission recognition event.

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General Fund

City Manager

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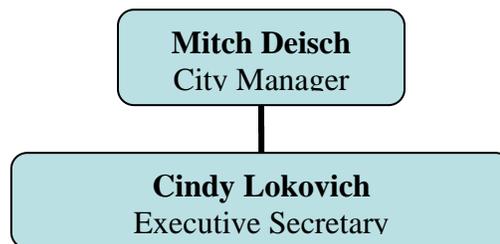


Mitch Deisch is the City Manager for the City of Manistee. He has been with the City for 7 years.

The City Manager is the chief administrative officer of the City and is appointed by City Council. The City Manager is primarily responsible for the efficient administration of all City Departments; the enforcement of all City laws and ordinances; the appointment of certain City department heads, with the consent of City Council; to fully advise the Council on policies, affairs, financial conditions and the needs of the City; the

enforcement of any franchises, contracts or agreements; and the recommendation and administration of an annual City budget.

The City Manager maintains a system of accounts which conform to a uniform system required by law, the City Council and generally accepted principles and procedures of government accounting. In addition to this the City Manager performs other duties as may be prescribed by City Charter, City Ordinances or City Council.



General Fund

City Manager

The Manager’s budget proposes an increase of \$194 or .1% compared to the prior year. Employee costs increase by \$2,244 or 1.3%, while operating costs decrease by \$2,050 or 7.2%.

	2007 Actual	2008 Budget	Department Requested	Manager Budget	Council Adopted
<b>172 Manager</b>					
702.000 Salaries	\$122,853	\$128,871	\$130,468	\$130,468	\$130,468
703.000 Longevity	\$ 750	\$ 775	\$800	\$800	\$ 800
704.000 Overtime	\$ 916	\$ 1,000	\$1,000	\$1,000	\$ 1,000
706.000 Part-Time	\$ -	\$ -	\$0	\$0	\$ -
712.001 Costs - Social Security	\$ 8,882	\$ 9,187	\$9,266	\$9,266	\$ 9,266
712.002 Costs - Medicare	\$ 2,019	\$ 2,149	\$2,167	\$2,167	\$ 2,167
712.004 Costs - ICMA Contribution	\$ -	\$ -	\$0	\$0	\$ -
712.005 Costs - MERS	\$ 10,740	\$ 11,873	\$12,501	\$12,501	\$ 12,501
712.006 Costs - In Lieu of BC/BS	\$ 5,167	\$ 5,659	\$4,686	\$4,686	\$ 4,686
712.007 Costs - FUTA	\$ 11	\$ 11	\$11	\$11	\$ 11
712.009 Costs - Work Comp	\$ 504	\$ 536	\$556	\$556	\$ 556
712.010 Costs - Blue Cross Insurance	\$ 10,628	\$ 11,684	\$12,532	\$12,532	\$ 12,532
712.011 Costs - Life Insurance	\$ 631	\$ 743	\$742	\$742	\$ 742
<b>Employee Costs</b>	<b>\$163,101</b>	<b>\$172,486</b>	<b>\$ 174,730</b>	<b>\$174,730</b>	<b>\$174,730</b>
728.000 Operating Expense	\$ 3,474	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500
735.000 Periodicals & Publications	\$ 304	\$ 350	\$ 350	\$ 350	\$ 350
801.000 Professional Services	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
831.000 Contractual Repairs & Maint.	\$ 1,573	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200
860.000 Travel & Training Expense	\$ 5,388	\$ 3,700	\$ 3,700	\$ 3,700	\$ 3,700
865.000 Vehicle Allowance	\$ -	\$ -	\$ -	\$ -	\$ -
870.000 Memberships & Dues	\$ 1,077	\$ 990	\$ 990	\$ 990	\$ 990
873.000 Education	\$ -	\$ 500	\$ 500	\$ 500	\$ 500
874.000 Retiree BCBS	\$ -	\$ -	\$ -	\$ -	\$ -
900.000 Printing & Publishing	\$ -	\$ 200	\$ 200	\$ 200	\$ 200
930.000 Repairs\Maint - Vehicles & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
957.000 Motor Pool	\$ 10,000	\$ 10,500	\$ 9,450	\$ 9,450	\$ 9,450
970.000 Capital Outlay	\$ 1,421	\$ 2,000	\$ -	\$ -	\$ -
985.000 Lease Purchase	\$ 1,632	\$ 3,341	\$ 3,341	\$ 3,341	\$ 3,341
<b>Operating Costs</b>	<b>\$ 24,868</b>	<b>\$ 28,281</b>	<b>\$ 26,231</b>	<b>\$ 26,231</b>	<b>\$ 26,231</b>
<b>TOTAL MANAGER</b>	<b>\$187,969</b>	<b>\$200,767</b>	<b>\$ 200,961</b>	<b>\$200,961</b>	<b>\$ 200,961</b>

General Fund

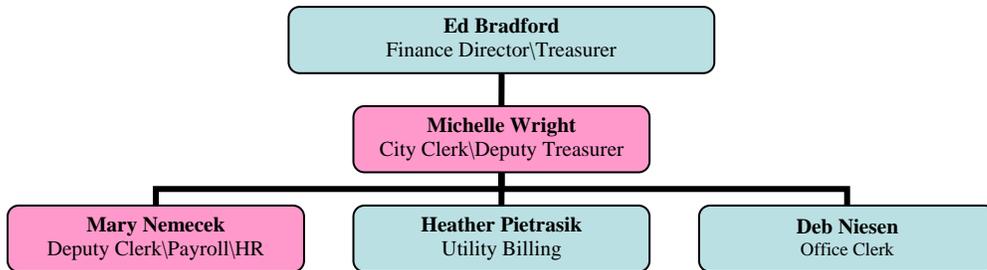
Finance\Treasurer

Edward Bradford is the Finance Director and Treasurer for the City of Manistee. He is also responsible for the City's technology. He has been with the City for 6 years.



The Finance Director\Treasurer is the Chief Financial Officer of the City. The Finance Department is responsible for all financial activities in the City. The main activities of the department include:

- Receiving all City revenue
- Paying all City bills
- Investing all City funds
- Maintaining City's accounting records
- Managing the annual audit
- Preparing the annual budget
- Drafting policies and procedures
- Serving as Chief Technology Officer



Michelle & Mary are charged to the Clerk's Department

General Fund

Finance\Treasurer

The Finance\Treasurer budget proposes an increase of \$17,230 or 8.0% compared to the prior year. Employee costs increase by \$18,530 or 11.9%. The larger than normal increase in employee costs is due to the proposed elevation of a permanent part-time position to full-time. Operating costs decrease by \$1,300 or 2.2%.

	2007 Actual	2008 Budget	Manager Budget	Council Adopted
<b>253 Finance</b>				
702.000 Salaries	\$ 97,420	\$104,077	\$137,000	\$ 137,000
703.000 Longevity	\$ 275	\$325	\$375	\$ 375
704.000 Overtime	\$ -	\$500	\$500	\$ 500
706.000 Part-Time	\$ 10,767	\$12,480	\$0	\$ -
712.001 Costs - Social Security	\$ 7,125	\$8,123	\$9,146	\$ 9,146
712.002 Costs - Medicare	\$ 1,666	\$1,900	\$2,139	\$ 2,139
712.004 Costs - ICMA Contribution	\$ 6,881	\$7,361	\$7,649	\$ 7,649
712.005 Costs - MERS	\$ -	\$609	\$1,997	\$ 1,997
712.006 Costs - In Lieu of BC/BS	\$ 221	\$5,659	\$0	\$ -
712.007 Costs - FUTA	\$ 17	\$16	\$16	\$ 16
712.009 Costs - Work Comp	\$ 442	\$481	\$579	\$ 579
712.010 Costs - Blue Cross Insurance	\$ 25,439	\$14,037	\$14,538	\$ 14,538
712.011 Costs - Life Insurance	\$ 530	\$610	\$769	\$ 769
712.012 Costs - BCBS Presc Drug Reimb	\$ -	\$0	\$0	\$ -
<b>Employee Costs</b>	<b>\$150,783</b>	<b>\$156,179</b>	<b>\$174,709</b>	<b>\$174,709</b>
728.000 Operating Expense	\$ 7,133	\$ 4,000	\$ 4,500	\$ 4,500
735.000 Periodicals & Publications	\$ 461	\$ 665	\$ 750	\$ 750
801.000 Professional Services	\$ 42,307	\$ 36,700	\$ 37,303	\$ 37,303
831.000 Contractual Repairs & Maint.	\$ -	\$ 7,700	\$ 7,900	\$ 7,900
860.000 Travel & Training Expense	\$ 3,102	\$ 3,300	\$ 2,800	\$ 2,800
870.000 Memberships & Dues	\$ 565	\$ 560	\$ 610	\$ 610
873.000 Education	\$ -	\$ -	\$ -	\$ -
874.000 Retiree BCBS	\$ -	\$ -	\$ -	\$ -
900.000 Printing/Publishing	\$ 661	\$ 1,200	\$ 1,100	\$ 1,100
930.000 Repairs\Maint - Vehicles & Equipment	\$ -	\$ -	\$ -	\$ -
970.000 Capital Outlay	\$ 380	\$ 2,300	\$ 500	\$ 500
985.000 Lease Purchase	\$ 1,792	\$ 2,338	\$ 2,000	\$ 2,000
<b>Operating Costs</b>	<b>\$ 56,402</b>	<b>\$ 58,763</b>	<b>\$ 57,463</b>	<b>\$ 57,463</b>
<b>TOTAL FINANCE</b>	<b>\$207,185</b>	<b>\$214,942</b>	<b>\$232,172</b>	<b>\$232,172</b>

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General Fund

Assessor

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Julie Beardslee is the Assessor for the City of Manistee. She has been with the City for 17 years.

The City Assessor is an administrative officer appointed by the City Council, working under the direction of the City Manager. The Assessor is responsible for keeping the records for all real and personal property in the City. Real property is all land and improvements. Personal property includes furniture, fixtures, machinery and equipment which are generally owned by commercial and industrial businesses. An assessment roll is prepared on an annual basis. December 31 is tax day for the following year's taxes. The assessment roll is completed and certified by the first Monday in March.

Upon completion of the assessment roll, if there is a change in the assessment of your property, you will be mailed a notice of assessment change. The notice is mailed 10 days before the meeting of the Board of Review. The Board meets to hear appeals the second Monday in March. If you suspect an

error you may want to appeal. This is a very tight time schedule; if you miss the opportunity to appeal to the Board of Review, you will be limited in your ability to further appeal to the Michigan Tax Tribunal. Resident and non-resident taxpayers may file appeals through a letter.

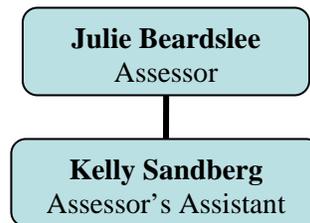
Clerical errors, mutual mistakes of fact, homestead exemption and poverty exemption appeals are heard at the July and December Boards of Review. The July Board of Review is on the Tuesday following the third Monday of the month. The December Board of Review is held on the Tuesday following the second Monday of the month.

The state equalized value on your tax bill is 50% of the true cash or fair market value. Taxes are now based on taxable value, not state equalized value. Proposal A, which was passed by the electorate in 1994, limits increases in taxable value to 5% or the rate of inflation, whichever is less. New construction and equipment are added to the tax roll at 50% of the current true cash value.

New home or business buyers will experience the taxable value being raised to the level of the state equalized value the year following their purchase of real estate. The cap implemented by Proposal A will then begin again in the second year following purchase and continue until the property sells, not including new construction and improvements.

The actual taxes you pay are a function of the millage rate and the taxable value (as found on the assessment roll). The City of Manistee has a summer and winter tax bill. The taxing jurisdictions are the County of Manistee, the City of Manistee, Manistee Area Public Schools, Manistee Intermediate Schools, West Shore Community College, and the State of Michigan (receives the State Education Tax).

The City Assessor administers homestead exemptions in conjunction with the State of Michigan. Homeowners are allowed one exemption from the 18 mills of school operating tax on their principal residence or homestead. Questions about homestead exemptions should be directed to the City Assessor's office.



General Fund

Assessor

The Assessor budget proposes a decrease of \$724 or .4% compared to the prior year. Employee costs increase by \$751 or .5%. This smaller than normal increase is due to the wrapping up of a project that required part-time help and is no longer in the budget. Operating costs decrease by \$1,475 or 5.7%.

	2007 Actual	2008 Budget	Manager Budget	Council Adopted
<b>257 Assessor</b>				
702.000 Salaries	\$ 97,111	\$103,106	\$107,128	\$107,128
703.000 Longevity	\$ 600	\$650	\$700	\$700
704.000 Overtime	\$ 45	\$500	\$500	\$500
706.000 Part-Time	\$ 742	\$5,000	\$0	\$0
712.001 Costs - Social Security	\$ 6,283	\$7,234	\$7,231	\$7,231
712.002 Costs - Medicare	\$ 1,469	\$1,692	\$1,691	\$1,691
712.004 Costs - ICMA Contribution	\$ 6,354	\$6,744	\$7,007	\$7,007
712.005 Costs - MERS	\$ -	\$685	\$1,294	\$1,294
712.006 Costs - In Lieu of BC/BS	\$ -	\$0	\$0	\$0
712.007 Costs - FUTA	\$ 11	\$16	\$16	\$16
712.009 Costs - Work Comp	\$ 1,028	\$1,176	\$1,058	\$1,058
712.010 Costs - Blue Cross Insurance	\$ 26,495	\$28,164	\$29,077	\$29,077
712.011 Costs - Life Insurance	\$ 496	\$571	\$588	\$588
714.001 Retire. Costs - Blue Cross	\$ -	\$0	\$0	\$0
<b>Employee Costs</b>	<b>\$140,635</b>	<b>\$155,538</b>	<b>\$156,290</b>	<b>\$156,290</b>
728.000 Operating Expense	\$ 5,389	\$ 4,000	\$ 4,000	\$ 4,000
735.000 Periodicals & Publications	\$ 798	\$ 885	\$ 985	\$ 985
801.000 Professional Services	\$ 9,524	\$ 9,650	\$ 9,300	\$ 9,300
831.000 Contractual Repairs & Maintenance	\$ 645	\$ 1,650	\$ 1,775	\$ 1,775
860.000 Travel & Training Expense	\$ 3,951	\$ 3,870	\$ 3,600	\$ 3,600
865.000 Vehicle Allowance	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800
870.000 Memberships & Dues	\$ 543	\$ 565	\$ 690	\$ 690
873.000 Education	\$ -	\$ -	\$ -	\$ -
874.000 Retiree BCBS	\$ -	\$ -	\$ -	\$ -
900.000 Printing/Publishing	\$ -	\$ -	\$ -	\$ -
930.000 Repairs\Maint - Vehicles & Equipment	\$ -	\$ -	\$ -	\$ -
970.000 Capital Outlay	\$ 674	\$ 3,405	\$ 2,200	\$ 2,200
985.000 Lease Purchase	\$ -	\$ -	\$ -	\$ -
<b>Operating Costs</b>	<b>\$ 23,323</b>	<b>\$ 25,825</b>	<b>\$ 24,350</b>	<b>\$ 24,350</b>
<b>TOTAL ASSESSOR</b>	<b>\$163,958</b>	<b>\$181,363</b>	<b>\$180,640</b>	<b>\$180,640</b>

General Fund

Attorney

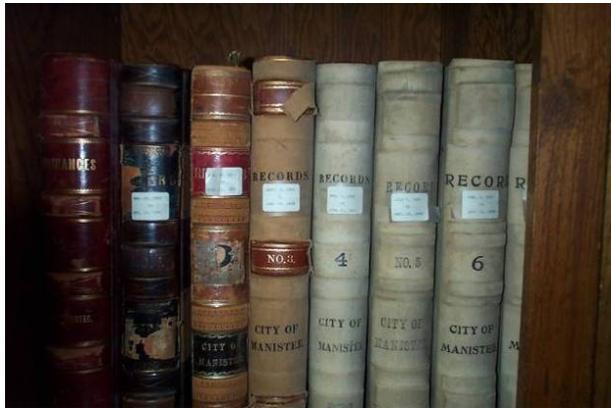


Gockerman, Wilson, Saylor & Hesslin is the City Attorney. Their staff works closely with City staff on a variety of legal issues and prepares or reviews all contracts entered into by the City. The City also uses several other legal firms on various matters such as labor and environmental. The Attorney budget is flat this year.

	<b>2007</b>	<b>2008</b>	<b>Manager</b>	<b>Council</b>
<b>266 Attorney</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>	<b>Adopted</b>
802.000 Professional Services - GWSH	\$ 49,072	\$ 45,000	\$ 45,000	\$ 45,000
803.000 Prof Serv - Other Attorneys	\$ 31,926	\$ 42,500	\$ 42,500	\$ 42,500
860.000 Travel & Training Expense		\$ -	\$ -	\$ -
<b>TOTAL ATTORNEY</b>	<b>\$ 80,998</b>	<b>\$ 87,500</b>	<b>\$ 87,500</b>	<b>\$ 87,500</b>

General Fund

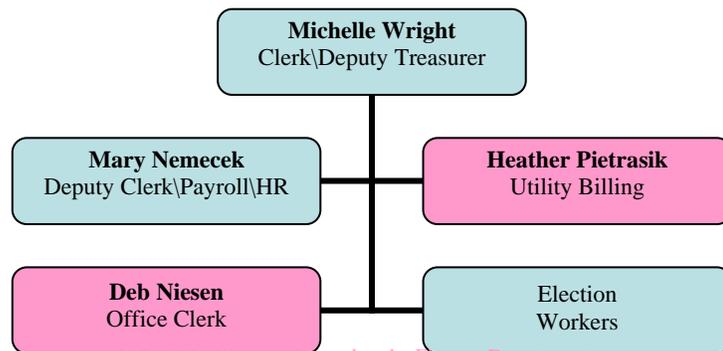
Clerk



Michelle Wright is the Clerk and Deputy Treasurer for the City of Manistee. She has been with the City for 18 years.

The office of City Clerk is staffed by two full-time people; Michelle Wright and Deputy Clerk /Payroll & Benefits Mary Nemecek. The office also periodically employs 28-34 temporary workers as election inspectors. This office shares staff and duties with the Finance Department. Its responsibilities are:

- Safekeeping all City documents
- Preparation of Council Minutes
- Publishing ordinances and board vacancies
- Maintaining voter registration records
- Management of school, local, state and federal elections
- Business registrations
- Payroll management and maintenance
- Employee benefits
- Retiree insurance
- Processes insurance claims
- Banner permits
- Records retention coordinator
- Accounts payable
- Bank reconciliations
- General ledger maintenance



*Deb & Heather are charged to the Finance Department*

General Fund

Clerk

The Clerk budget proposes an increase of \$7,415 or 4.2% compared to the prior year. Employee costs increase by \$8,215 or 6.1%. This larger than normal increase is due to higher wages for part time election workers, based on the number and types of upcoming elections. Operating costs decrease by \$800 or 1.8%.

	2007 Actual	2008 Budget	Manager Budget	Council Adopted
<b>215 Clerk</b>				
702.000 Salaries	\$ 89,009	\$93,453	\$96,467	\$ 96,467
703.000 Longevity	\$ 625	\$675	\$725	\$ 725
704.000 Overtime	\$ -	\$1,000	\$1,000	\$ 1,000
706.000 Part-Time	\$ 9,259	\$11,100	\$14,000	\$ 14,000
712.001 Costs - Social Security	\$ 5,502	\$6,681	\$6,266	\$ 6,266
712.002 Costs - Medicare	\$ 1,287	\$1,563	\$1,465	\$ 1,465
712.004 Costs - ICMA Contribution	\$ -	\$0	\$0	\$ -
712.005 Costs - MERS	\$ -	\$1,532	\$2,877	\$ 2,877
712.006 Costs - In Lieu of BC/BS	\$ -	\$0	\$0	\$ -
712.007 Costs - FUTA	\$ 11	\$11	\$11	\$ 11
712.009 Costs - Work Comp	\$ 362	\$436	\$471	\$ 471
712.010 Costs - Blue Cross Insurance	\$ 15,365	\$16,872	\$18,241	\$ 18,241
712.011 Costs - Life Insurance	\$ 442	\$520	\$534	\$ 534
<b>Employee Costs</b>	<b>\$121,862</b>	<b>\$133,843</b>	<b>\$142,058</b>	<b>\$142,058</b>
728.000 Supplies - Operating	\$ 4,699	\$ 4,060	\$ 3,050	\$ 3,050
735.000 Periodicals & Publications	\$ -	\$ -	\$ -	\$ -
740.000 Election Expense	\$ 8,320	\$ 11,220	\$ 11,240	\$ 11,240
801.000 Professional Services	\$ 2,745	\$ 8,200	\$ 8,200	\$ 8,200
831.000 Contractual Repairs & Maint.	\$ 2,434	\$ 3,500	\$ 3,600	\$ 3,600
860.000 Travel & Training Expense	\$ 2,522	\$ 5,400	\$ 4,500	\$ 4,500
870.000 Memberships & Dues	\$ 427	\$ 410	\$ 400	\$ 400
873.000 Education	\$ -	\$ 1,000	\$ -	\$ -
874.000 Retiree BCBS	\$ -	\$ -	\$ -	\$ -
900.000 Printing/Publishing	\$ 8,922	\$ 7,150	\$ 7,150	\$ 7,150
930.000 Repairs - Vehicles\Equipment			\$ -	\$ -
970.000 Capital Outlay	\$ -	\$ -	\$ 2,000	\$ 2,000
985.000 Lease Purchase	\$ 2,940	\$ 3,000	\$ 3,000	\$ 3,000
<b>Operating Costs</b>	<b>\$ 33,009</b>	<b>\$ 43,940</b>	<b>\$ 43,140</b>	<b>\$ 43,140</b>
<b>TOTAL CLERK</b>	<b>\$154,870</b>	<b>\$177,783</b>	<b>\$185,198</b>	<b>\$185,198</b>

General Fund

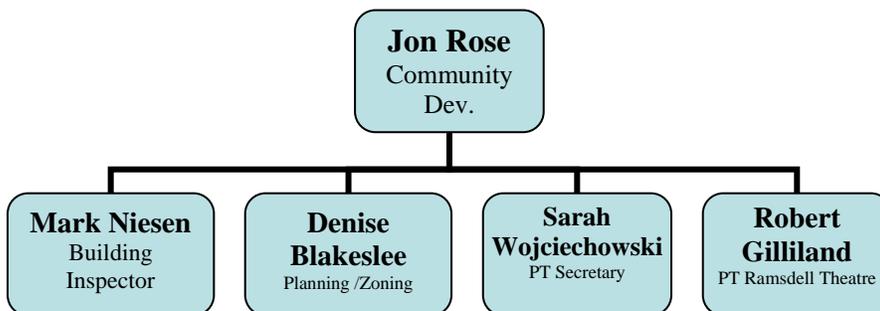
Community Development

Jon Rose is the Community Development Director for the City of Manistee. He has been with the City for 17 years.



The Community Development office coordinates many activities within the City. It also includes the Building Inspection and Facility Management function. Activities include:

- City Planning Department
- Zoning Administration
- Construction Code Enforcement
- Grant Writing/Administration
- Construction Project Administration
- Rental Inspection Program
- Risk Management Administration
- Facility Management
- Civil Infractions (Building & Zoning)
- Miscellaneous Permits



Robert is charged to the Ramsdell Theatre fund

General Fund

Community Development

The Community Development budget proposes an increase of 3.2% compared to the prior year. Employee costs increase by \$8,687 or 3.9%, while operating costs decrease by \$1,200 or 10.8%. The operating decrease was due to paying off the department's copier lease\purchase.

	2007 Actual	2008 Budget	Manager Budget	Council Adopted
<b>748 Community Development</b>				
702.000 Salaries	\$ 148,791	\$158,000	\$163,284	\$ 163,284
703.000 Longevity	\$ 925	\$1,000	\$1,075	\$ 1,075
704.000 Overtime	\$ -	\$1,000	\$750	\$ 750
706.000 Part-Time	\$ 10,642	\$12,480	\$13,000	\$ 13,000
712.001 Costs - Social Security	\$ 10,149	\$11,204	\$11,633	\$ 11,633
712.002 Costs - Medicare	\$ 2,373	\$2,620	\$2,721	\$ 2,721
712.004 Costs - ICMA Contribution	\$ -	\$0	\$0	\$ -
712.005 Costs - MERS	\$ -	\$2,576	\$4,838	\$ 4,838
712.006 Costs - In Lieu of BC/BS	\$ 5,167	\$5,659	\$4,686	\$ 4,686
712.007 Costs - FUTA	\$ 23	\$22	\$22	\$ 22
712.009 Costs - Work Comp	\$ 1,843	\$2,095	\$1,886	\$ 1,886
712.010 Costs - Blue Cross Insurance	\$ 25,230	\$28,073	\$29,077	\$ 29,077
712.011 Costs - Life Insurance	\$ 569	\$711	\$728	\$ 728
<b>Employee Costs</b>	<b>\$ 205,711</b>	<b>\$ 225,440</b>	<b>\$233,700</b>	<b>\$233,700</b>
728.000 Operating Expense	\$ 3,699	\$ 4,200	\$ 4,000	\$ 4,000
735.000 Periodicals & Publications	\$ 599	\$ 250	\$ 250	\$ 250
801.000 Professional Services	\$ -	\$ -	\$ -	\$ -
831.000 Contractual Repairs & Maint.	\$ -	\$ 600	\$ 1,000	\$ 1,000
860.000 Travel & Training Expense	\$ 1,620	\$ 2,200	\$ 2,200	\$ 2,200
865.000 Vehicle Allowance	\$ 3,600	\$ 2,000	\$ 2,000	\$ 2,000
870.000 Memberships & Dues	\$ 156	\$ 250	\$ 250	\$ 250
873.000 Education	\$ -	\$ -	\$ -	\$ -
874.000 Retiree BCBS	\$ -	\$ -	\$ -	\$ -
900.000 Printing & Publishing	\$ -	\$ 200	\$ 200	\$ 200
930.000 Repairs\Maint - Vehicles & Equipment	\$ -	\$ -	\$ -	\$ -
957.000 Motor Pool	\$ -	\$ -	\$ -	\$ -
970.000 Capital Outlay	\$ -	\$ 500	\$ -	\$ -
985.000 Lease Purchase	\$ -	\$ 900	\$ -	\$ -
<b>Operating Costs</b>	<b>\$ 9,675</b>	<b>\$ 11,100</b>	<b>\$ 9,900</b>	<b>\$ 9,900</b>
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>\$ 215,386</b>	<b>\$ 236,540</b>	<b>\$243,600</b>	<b>\$243,600</b>

General Fund

Boards & Commissions

This department accounts for the many Boards and Commissions that have been established by Council or through ordinance. Some are State mandated and others are purely a local creation; however they all make significant contributions to the Community and its betterment.

The Boards & Commissions budget proposes a decrease of \$1,625 or 8.5% compared to the prior year. The decrease is due to the establishment of a separate Brownfield Redevelopment Authority fund and a reduction in Beautification Committee expenses.

	2007 Actual	2008 Budget	Manager Budget	Council Adopted
<b>290 Boards &amp; Commissions</b>				
712.001 Costs - Social Security	\$ 96	\$ -	\$ 100	\$ 100
712.002 Costs - Medicare	\$ 22	\$ -	\$ 25	\$ 25
880.000 Beautification Committee	\$ 9,743	\$ 3,000	\$ 2,000	\$ 2,000
881.000 Board of Review	\$ 1,789	\$ 1,800	\$ 1,800	\$ 1,800
882.000 Brownfield Redevelopment Auth.	\$ -	\$ 750	\$ -	\$ -
883.000 Harbor Commission	\$ -	\$ 250	\$ 250	\$ 250
884.000 Historic District Commission	\$ -	\$ 750	\$ 750	\$ 750
885.000 Non-Motorized Transportation	\$ -	\$ 500	\$ 500	\$ 500
886.000 Parks Commission	\$ -	\$ 200	\$ 200	\$ 200
887.000 Planning Commission	\$ 4,499	\$10,600	\$ 10,600	\$10,600
888.000 Tree Commission	\$ 473	\$ 300	\$ 300	\$ 300
889.000 Zoning Board of Appeals	\$ 517	\$ 1,000	\$ 1,000	\$ 1,000
<b>TOTAL BOARDS &amp; COMMISSIONS</b>	<b>\$17,139</b>	<b>\$19,150</b>	<b>\$ 17,525</b>	<b>\$17,525</b>

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General Fund

Municipal Buildings

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1912

This fund accounts for the expenses associated with the ongoing operation of the City's buildings, including City Hall, Fire Station, and City Garage. Most repairs, maintenance and utilities are recorded in this fund. Because of the age of our buildings, there continue to be ongoing maintenance issues and needs.

The Municipal Buildings proposed budget decreases by \$3,000 or 1.8% compared to the prior year. Natural gas prices are stabilizing and we will be getting a better rate on City Hall electric costs because of our transformer and a different rate structure.



General Fund

Municipal Buildings

	2007 Actual	2008 Budget	Manager Budget	Council Adopted
<b>265 Municipal Buildings</b>				
728.000 Operating Supplies	\$ 9,344	\$ 5,000	\$ 6,000	\$ 6,000
801.000 Professional Services	\$ 35,664	\$ 39,000	\$ 39,000	\$ 39,000
831.000 Contractual Repairs & Maint.	\$ 372	\$ 1,500	\$ 1,500	\$ 1,500
850.000 Utilities - Phone	\$ 20,985	\$ 23,000	\$ 22,000	\$ 22,000
920.000 Gas - City Hall	\$ 6,134	\$ 6,000	\$ 6,200	\$ 6,200
920.336 Gas - Fire Dept	\$ 4,027	\$ 4,600	\$ 4,200	\$ 4,200
920.441 Gas - DPW	\$ 21,806	\$ 27,000	\$ 24,000	\$ 24,000
920.446 Gas - Bridge	\$ 1,257	\$ 1,200	\$ 1,200	\$ 1,200
922.000 Water - City Hall	\$ 2,231	\$ 3,000	\$ 2,700	\$ 2,700
922.336 Water - Fire Dept	\$ 705	\$ 700	\$ 700	\$ 700
922.441 Water - DPW	\$ 6,095	\$ 2,500	\$ 4,000	\$ 4,000
922.446 Water - Bridge	\$ 806	\$ 1,500	\$ 1,500	\$ 1,500
925.000 Electric - City Hall	\$ 23,192	\$ 23,000	\$ 20,000	\$ 20,000
925.336 Electric - Fire Dept	\$ 4,448	\$ 3,800	\$ 4,100	\$ 4,100
925.441 Electric - DPW	\$ 15,146	\$ 11,500	\$ 13,000	\$ 13,000
925.446 Electric - Bridge	\$ 3,094	\$ 2,800	\$ 3,000	\$ 3,000
930.000 Repairs - Equipment/Vehicles		\$ 4,000	\$ 3,500	\$ 3,500
931.000 Repairs - Building	\$ 6,429	\$ -	\$ 5,000	\$ 5,000
940.000 Building Rental	\$ -	\$ -	\$ -	\$ -
970.000 Capital Outlay (Expense)	\$ -	\$ 6,500	\$ 2,000	\$ 2,000
<b>TOTAL MUNICIPAL BUILDINGS</b>	<b>\$ 161,734</b>	<b>\$ 166,600</b>	<b>\$ 163,600</b>	<b>\$ 163,600</b>

General Fund

Police

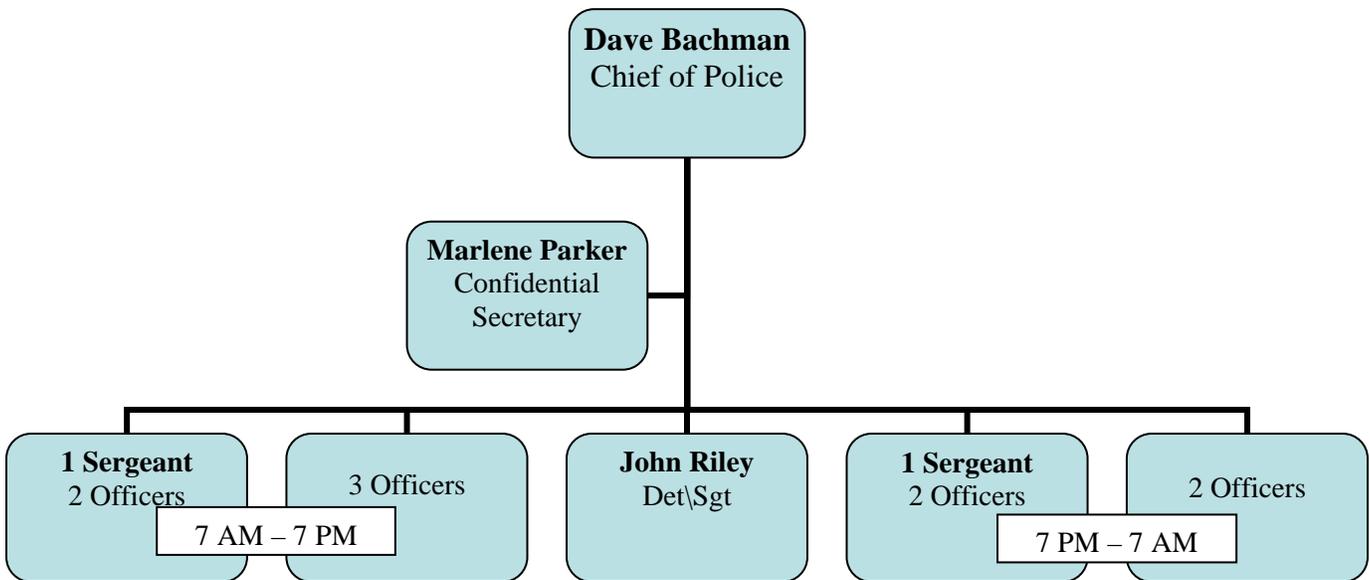


Dave Bachman is the Chief of Police for the City of Manistee. He also runs the Municipal Marina and serves as Harbor Master. He has been with the City for 10 years.

The Manistee Police Department is a young, progressive department with many plans for the future. The department currently has 13 sworn officers, including the Chief, detective sergeant and two road sergeants. The officers are unionized and represented by the POAM. The Sergeants are also unionized and represented by the COAM. There is also an office support

staff position. The department averages 1,400 documented complaints annually.

Currently there are 4 patrol cars which patrol 40 miles of City streets. The department also has a car for the detective sergeant's use. During the summer months there is a bike patrol for community policing and summer events. Officers are expected to do foot patrols daily throughout the downtown area, the Riverwalk and local beaches. A new Polaris Ranger beach vehicle funded by a Local Revenue Sharing Grant will allow officers to patrol the beaches more effectively and respond to emergencies more quickly.



General Fund

Police

The Police budget proposes a decrease of \$6,543 or .6% compared to the prior year. Employee costs decrease by \$8,626 or -.9%, but operating costs increase by \$2,083 or 1.7%. The elimination of a transcriptionist position was the cause of the employee cost decrease, while operating cost increases are being driven by fuel and contractual items.

Police Department	2007 Actual	2008 Budget	Manager Budget	Council Adopted
<b>301 POLICE</b>				
702.000 Salaries	\$ 678,393	\$ 693,521	\$ 691,734	\$ 691,734
703.000 Longevity	\$ 3,250	\$ 3,625	\$ 3,750	\$ 3,750
704.000 Overtime	\$ 15,287	\$ 25,000	\$ 13,500	\$ 13,500
704.001 Spotlight Grant Overtime	\$ 11,026	\$ -	\$ 10,500	\$ 10,500
706.000 Part-Time	\$ 935	\$ -	\$ 8,323	\$ 8,323
712.001 Costs - Social Security	\$ 4,757	\$ 5,087	\$ 3,318	\$ 3,318
712.002 Costs - Medicare	\$ 10,465	\$ 10,770	\$ 10,410	\$ 10,410
712.004 Costs - ICMA Contribution	\$ -	\$ -	\$ -	\$ -
712.005 MERS	\$ 9,294	\$ 12,903	\$ 6,279	\$ 6,279
712.006 Costs - In Lieu of BC/BS	\$ 10,280	\$ 11,318	\$ 9,373	\$ 9,373
712.007 Costs - FUTA	\$ 81	\$ 81	\$ 81	\$ 81
712.009 Costs - Work Comp	\$ 13,904	\$ 14,633	\$ 15,742	\$ 15,742
712.010 Costs - Blue Cross Insurance	\$ 140,114	\$ 147,965	\$ 142,264	\$ 142,264
712.011 Costs - Life Insurance	\$ 2,961	\$ 3,020	\$ 4,023	\$ 4,023
<b>Employee Costs</b>	<b>\$ 902,802</b>	<b>\$ 927,923</b>	<b>\$ 919,297</b>	<b>\$ 919,297</b>
715.000 Uniform & Cleaning Allowance	\$ 6,589	\$ 7,100	\$ 7,115	\$ 7,115
728.000 Operating Expense	\$ 18,216	\$ 15,000	\$ 12,968	\$ 12,968
735.000 Periodicals & Publications	\$ 135	\$ 325	\$ 200	\$ 200
770.000 Gasoline	\$ 23,469	\$ 22,000	\$ 25,000	\$ 25,000
795.000 Spotlight Grant Expenses	\$ 2,220	\$ -	\$ 6,900	\$ 6,900
801.000 Professional Services	\$ 3,357	\$ 2,800	\$ 5,500	\$ 5,500
831.000 Contractual Repairs & Maintenance	\$ 5,552	\$ 5,907	\$ 5,907	\$ 5,907
860.000 Travel & Training Expense	\$ 8,731	\$ 4,600	\$ 4,600	\$ 4,600
865.000 Vehicle Allowance	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200
870.000 Memberships & Dues	\$ 313	\$ 500	\$ 500	\$ 500
873.000 Education	\$ 6,000	\$ 4,500	\$ 2,500	\$ 2,500
874.000 Retire. Costs - Blue Cross	\$ 6,417	\$ 1,250	\$ -	\$ -
900.000 Printing/Publishing	\$ 1,321	\$ 1,100	\$ 1,100	\$ 1,100
930.000 Repairs/Maint - Vehicles & Equipment	\$ 5,627	\$ 10,000	\$ 9,000	\$ 9,000
957.000 Motor Pool	\$ 35,000	\$ 36,750	\$ 33,075	\$ 33,075
970.000 Capital Outlay	\$ 701	\$ 2,250	\$ 1,500	\$ 1,500
985.000 Lease Purchase	\$ 2,274	\$ 2,022	\$ 2,322	\$ 2,322
<b>Operating Costs</b>	<b>\$ 130,123</b>	<b>\$ 120,304</b>	<b>\$ 122,387</b>	<b>\$ 122,387</b>
<b>TOTAL POLICE</b>	<b>\$ 1,032,924</b>	<b>\$ 1,048,227</b>	<b>\$ 1,041,684</b>	<b>\$ 1,041,684</b>

General Fund

Fire & EMS

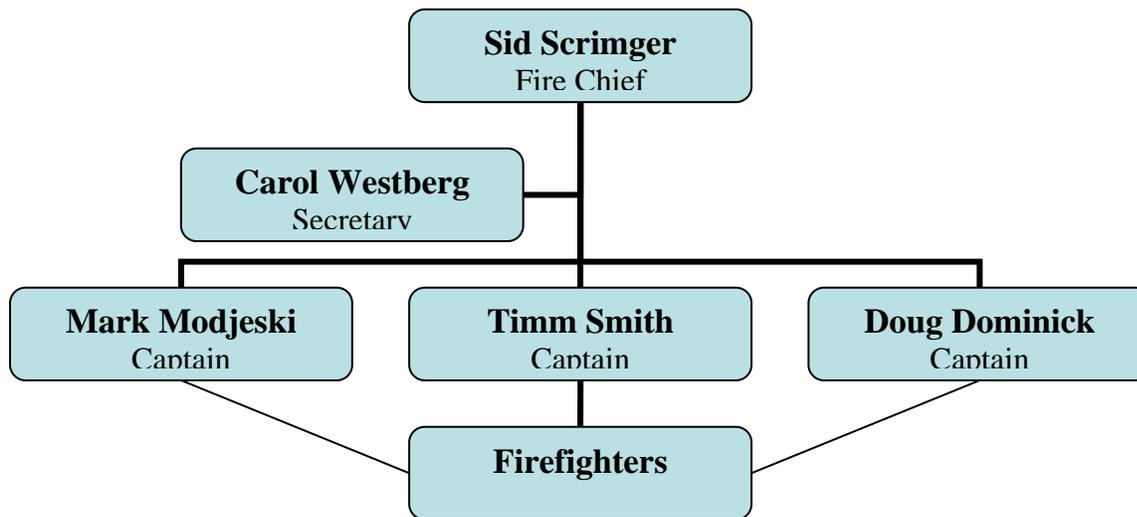


Sid Scrimger is the Fire Chief for the City of Manistee. He has been with the City for 13 years.

The Fire Department has a budgeted staff of eight full time employees and a part time secretary. The department provides the City with fire protection and rescue services.

In addition, firefighters conduct an active fire prevention program, conduct fire prevention and preplanning inspections, inspect the City's fire hydrants, and maintain the City's 117 year-old fire station. All firefighters are

specially trained for cold water and confined space rescue, and some hazmat operations.



General Fund

Fire & EMS

The Fire & EMS budget proposes an increase by \$8,101 or 1.2% compared to the prior year. Employee costs increased by \$14,541 or 2.5%, while operating costs decreased by \$6,440 or 5.8%.

Fire Department	2007 Actual	2008 Budget	Manager Budget	Council Adopted
<b>336 FIRE</b>				
702.000 Salaries	\$ 361,973	\$ 381,128	\$382,992	\$382,992
703.000 Longevity	\$ 2,650	\$ 2,825	\$2,850	\$2,850
704.000 Overtime	\$ 42,129	\$ 35,000	\$31,125	\$31,125
706.000 Part-Time	\$ 11,010	\$ 10,920	\$11,440	\$11,440
712.001 Costs - Social Security	\$ 682	\$ 677	\$709	\$709
712.002 Costs - Medicare	\$ 3,688	\$ 5,113	\$5,110	\$5,110
712.004 Costs - ICMA Contribution	\$ -	\$ -	\$0	\$0
712.005 MERS	\$ 577	\$ 37,708	\$44,290	\$44,290
712.006 Costs - In Lieu of BC/BS	\$ 5,067	\$ 5,659	\$5,629	\$5,629
712.007 Costs - FUTA	\$ 49	\$ 49	\$49	\$49
712.009 Costs - Workers Compensation	\$ 11,531	\$ 12,518	\$13,317	\$13,317
712.010 Costs - Blue Cross Insurance	\$ 79,189	\$ 87,055	\$101,124	\$101,124
712.011 Costs - Life Insurance	\$ 1,088	\$ 1,741	\$1,758	\$1,758
716.000 Food Allowance	in wages	\$ 5,460	\$ -	in wages
<b>Employee Costs</b>	<b>\$ 519,633</b>	<b>\$ 585,853</b>	<b>\$ 600,394</b>	<b>\$ 600,394</b>
715.000 Uniform & Cleaning Allowance	\$ 3,604	\$ 6,850	\$ 6,820	\$ 6,820
728.000 Operating Expense	\$ 7,609	\$ 5,070	\$ 5,270	\$ 5,270
735.000 Periodicals & Publications	\$ 728	\$ 1,200	\$ 1,200	\$ 1,200
770.000 Gasoline	\$ 3,837	\$ 4,200	\$ 5,540	\$ 5,540
790.000 Fire Prevention	\$ 598	\$ 2,000	\$ 2,150	\$ 2,150
801.000 Professional Services	\$ -	\$ -	\$ -	\$ -
831.000 Contractual Repairs & Maint.	\$ 355	\$ 4,450	\$ 2,850	\$ 2,850
860.000 Travel & Training Expense	\$ 4,512	\$ 6,900	\$ 5,500	\$ 5,500
865.000 Vehicle Allowance	\$ -	\$ -	\$ -	\$ -
870.000 Memberships & Dues	\$ -	\$ 400	\$ 400	\$ 400
873.000 Education	\$ -	\$ -	\$ -	\$ -
874.000 Retiree BCBS	\$ 12,250	\$ 10,250	\$9,000	\$9,000
900.000 Printing/Publishing	\$ 302	\$ 800	\$ 800	\$ 800
930.000 Repairs\Maint - Vehicles & Equipment	\$ 10,092	\$ 9,400	\$ 6,200	\$ 6,200
931.000 Repairs\Maint - Building			\$ 2,200	\$ 2,200
942.000 Hydrant Rental	\$ 21,600	\$ 21,600	\$ 21,600	\$ 21,600
956.000 Mutual Aid	\$ 50	\$ 1,400	\$ 1,400	\$ 1,400
957.000 Motor Pool	\$ 30,000	\$ 31,500	\$ 28,350	\$ 28,350
970.000 Capital Outlay	\$ 20,395	\$ 5,390	\$ 5,690	\$ 5,690
985.000 Lease Purchase	\$ -	\$ -	\$ -	\$ -
<b>Operating Costs</b>	<b>\$ 115,933</b>	<b>\$ 111,410</b>	<b>\$ 104,970</b>	<b>\$ 104,970</b>
<b>TOTAL FIRE</b>	<b>\$ 635,565</b>	<b>\$ 697,263</b>	<b>\$ 705,364</b>	<b>\$ 705,364</b>

General Fund

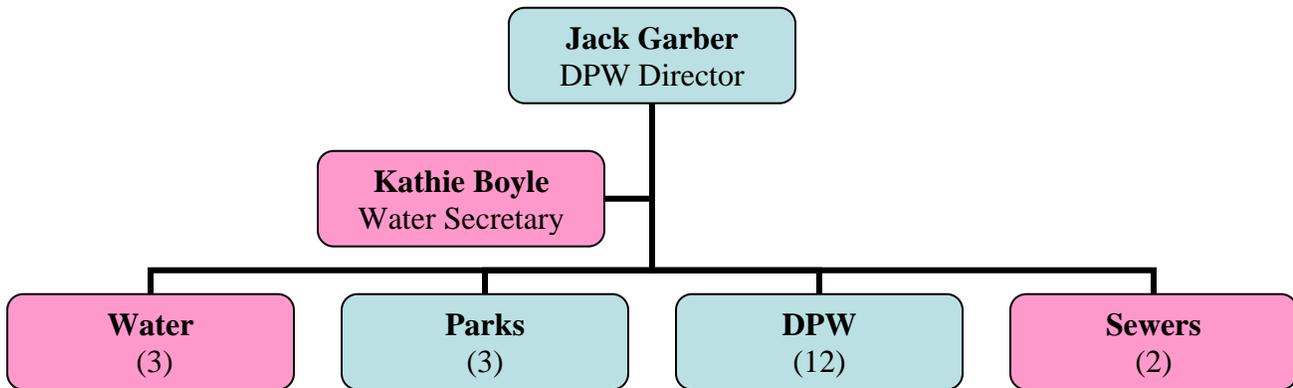
Public Works



Jack Garber is the Department of Public Works and Parks Department Director. He has been with the City for 37 years.

The Department of Public Works (including the Parks department) is the workhorse of the City. It provides such services as snow plowing, sanding, street repairs, traffic control, chipping, leaf pickup, Christmas tree pickup, maintaining parks, flooding ice rink, putting up Christmas decorations, making compost, fleet maintenance, beach grooming and public area maintenance, to name just a few.

The DPW also assists other organizations as necessary, especially during the City's festivals and peak summer season.



Charged to Water & Sewer Utility.

General Fund

Public Works

The Public Works budget proposes an increase of \$31,880 or 3.2% compared to the prior year. Employee costs increased by \$28,194 or 4.0%, and operating costs increased by \$3,686 or 1.3%. Higher fuel costs were offset slightly by reallocating some expenses previously recorded in the DPW to the Parks Department for more accurate accounting of Parks costs.

	2007 Actual	2008 Budget	Manager Budget	Council Adopted
<b>441 DPW</b>				
702.000 Salaries	\$ 486,860	\$ 487,011	\$509,014	\$509,014
703.000 Longevity	\$ 5,225	\$ 5,450	\$5,650	\$5,650
704.000 Overtime	\$ 23,704	\$ 20,000	\$20,000	\$20,000
706.000 Part-Time	\$ -	\$ -	\$0	\$0
712.001 Costs - Social Security	\$ 31,236	\$ 32,006	\$33,801	\$33,801
712.002 Costs - Medicare	\$ 7,305	\$ 7,485	\$7,905	\$7,905
712.004 Costs - ICMA Contribution	\$ 2,471	\$ 2,638	\$2,762	\$2,762
712.005 Costs - MERS	\$ -	\$ 1,120	\$2,118	\$2,118
712.006 Costs - In Lieu of BC/BS	\$ 332	\$ -	\$5,629	\$5,629
712.007 Costs - FUTA	\$ 70	\$ 65	\$65	\$65
712.009 Costs - Work Comp	\$ 24,423	\$ 25,755	\$27,259	\$27,259
712.010 Costs - Blue Cross Insurance	\$ 124,120	\$ 128,757	\$124,722	\$124,722
712.011 Costs - Life Insurance	\$ 1,303	\$ 2,029	\$2,047	\$2,047
<b>Employee Costs</b>	<b>\$ 707,048</b>	<b>\$ 712,316</b>	<b>\$ 740,971</b>	<b>\$ 740,971</b>
715.000 Uniform & Cleaning Allowance	\$ 1,699	\$ 6,360	\$ 6,061	\$ 6,061
728.000 Operating Expense	\$ 16,017	\$ 11,000	\$ 10,920	\$ 10,920
735.000 Periodicals & Publications	\$ -	\$ -	\$ 250	\$ 250
770.000 Gasoline	\$ 54,889	\$ 51,215	\$ 60,000	\$ 60,000
801.000 Professional Services	\$ 33,805	\$ 35,000	\$ 35,700	\$ 35,700
831.000 Contractual Repairs & Maint.	\$ 11,597	\$ 10,000	\$ 9,000	\$ 9,000
860.000 Travel & Training Expense	\$ 4,986	\$ 4,500	\$ 2,600	\$ 2,600
865.000 Vehicle Allowance	\$ -	\$ -	\$ -	\$ -
870.000 Dues & Memberships	\$ -	\$ -	\$ 550	\$ 550
873.000 Education		\$ -	\$ -	\$ -
874.000 Retire. Costs - Blue Cross		\$ -	\$ -	\$ -
900.000 Printing & Publishing	\$ 267	\$ -	\$ 500	\$ 500
930.000 Repairs & Maint - Vehicles & Equipment	\$ 89,882	\$ 73,500	\$ 70,000	\$ 70,000
931.000 Repairs & Maint - Building	\$ -	\$ -	\$ 3,500	\$ 3,500
955.000 Christmas Decorations	\$ 10,097	\$ 5,000	\$ 10,000	\$ 10,000
957.000 Motor Pool	\$ 80,000	\$ 84,000	\$ 75,600	\$ 75,600
970.000 Capital Outlay		\$ 2,400	\$ -	\$ -
985.000 Lease Purchase	\$ 734	\$ -	\$ 1,980	\$ 1,980
<b>Operating Costs</b>	<b>\$ 303,973</b>	<b>\$ 282,975</b>	<b>\$ 286,661</b>	<b>\$ 286,661</b>
<b>TOTAL DPW</b>	<b>\$ 1,011,022</b>	<b>\$ 995,291</b>	<b>\$ 1,027,632</b>	<b>\$ 1,027,632</b>

General Fund

Engineer



Abonmarche is the City’s Engineer of Record. The engineer of record contract was awarded to Abonmarche in August of 2007. Jeff Mikula, Vice-President Manistee office, is the primary contact for the City. Abonmarche assists in many of the day to day activities of the City; answering technical questions and working across all departments to address their engineering needs. They also helps the City write, apply for and administer various grants, and are an active participant in drafting various asset management plans for the City.

The general services Engineer budget proposes a decrease of \$1,000 or -2.7%. This was the result of bidding the contract out and including a retainer in the contract. It is important to note that total City engineering costs are higher than those reflected in this budget, because they are charged to different funds depending on the project or grant.

	2007 Actual	2008 Budget	Manager Budget	Council Adopted
<b>285 Engineer</b>				
801.000 Professional Services (Retainer)	\$ 36,667	\$ 37,000	\$ 36,000	\$ 36,000
860.000 Travel & Training	\$ -	\$ -	\$ -	\$ -
<b>TOTAL ENGINEER</b>	<b>\$ 36,667</b>	<b>\$ 37,000</b>	<b>\$ 36,000</b>	<b>\$ 36,000</b>

General Fund

Parks & Recreation

The Parks budget proposes an increase of \$46,987 or 13.2% compared to the prior year. Employee costs increase by \$21,087 or 9.2%, and operating costs increase by \$25,900 or 20.6%. Employee increases are mainly due to additional part-time summer help to run the Fifth Avenue Beach house concession stand and contractual obligations. Operating increases are due to an increased focus on maintenance and splitting some Parks costs out of the DPW.

	2007 Actual	2008 Budget	Manager Budget	Council Adopted
<b>751 PARKS</b>				
702.000 Salaries	\$ 95,083	\$111,851	\$117,896	\$117,896
703.000 Longevity	\$ 375	\$450	\$525	\$525
704.000 Overtime	\$ 10,527	\$10,000	\$10,000	\$10,000
706.000 Part-Time	\$ 53,192	\$57,720	\$68,704	\$68,704
712.001 Costs - Social Security	\$ 9,932	\$11,161	\$12,222	\$12,222
712.002 Costs - Medicare	\$ 2,323	\$2,610	\$2,858	\$2,858
712.004 Costs - ICMA Contribution	\$ -	\$0	\$0	\$0
712.005 Costs - MERS	\$ -	\$0	\$0	\$0
712.006 Costs - In Lieu of BC/BS	\$ 2,183	\$0	\$0	\$0
712.007 Costs - FUTA	\$ 46	\$16	\$16	\$16
712.009 Costs - Work Comp	\$ 4,088	\$4,194	\$4,797	\$4,797
712.010 Costs - Blue Cross Insurance	\$ 20,682	\$30,932	\$33,003	\$33,003
712.011 Costs - Life Insurance	\$ 190	\$421	\$421	\$421
<b>Employee Costs</b>	<b>\$198,621</b>	<b>\$229,355</b>	<b>\$250,442</b>	<b>\$250,442</b>
715.000 Uniform & Cleaning	\$ -	\$ -	\$ 2,950	\$ 2,950
728.000 Operating Expense	\$ 2,123	\$ -	\$ 19,300	\$ 19,300
735.000 Periodicals & Publications	\$ -	\$ -	\$ 400	\$ 400
770.000 Gasoline	\$ 5,844	\$ 4,000	\$ 6,800	\$ 6,800
801.000 Professional Services	\$ 480	\$ -	\$ -	\$ -
831.000 Contractual Repairs & Maint.	\$ 27,831	\$ 22,500	\$ 19,000	\$ 19,000
860.000 Travel & Training Expense	\$ 81	\$ -	\$ 1,900	\$ 1,900
870.000 Dues & Memberships	\$ -	\$ -	\$ 250	\$ 250
873.000 Education	\$ -	\$ -	\$ -	\$ -
874.000 Retiree BCBS	\$ -	\$ -	\$ -	\$ -
900.000 Printing & Publishing	\$ 188	\$ -	\$ 500	\$ 500
920.000 Gas	\$ 760	\$ 1,000	\$ 1,000	\$ 1,000
922.000 Water	\$ 4,401	\$ 10,000	\$ 10,000	\$ 10,000
925.000 Electric	\$ 13,025	\$ 11,000	\$ 11,500	\$ 11,500
930.000 Repairs\Maint - Vehicles & Equipment	\$ 51,555	\$ 35,000	\$ 35,000	\$ 35,000
931.000 Repairs\Maint - Building	\$ -	\$ -	\$ 5,000	\$ 5,000
957.000 Motor Pool	\$ 40,000	\$ 42,000	\$ 37,800	\$ 37,800
977.000 Capital Outlay	\$ 4,000	\$ -	\$ -	\$ -
985.000 Lease Purchase	\$ -	\$ -	\$ -	\$ -
<b>Operating Costs</b>	<b>\$150,289</b>	<b>\$125,500</b>	<b>\$151,400</b>	<b>\$151,400</b>
<b>TOTAL PARKS</b>	<b>\$348,909</b>	<b>\$354,855</b>	<b>\$401,842</b>	<b>\$401,842</b>

General Fund

Appropriations

The Appropriations budget proposes a decrease of \$2,919 or 1.8% compared to the prior year.

	2007 Actual	2008 Budget	Organization Requested	Manager Budget	Council Adopted
<b>801 Appropriations</b>					
890.000 Alternatives for Area Youth	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000
891.000 211	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
892.000 Alliance for Economic Success	\$ 27,202	\$ 29,276	\$ 28,857	\$ 28,857	\$ 28,857
893.000 Junior Baseball	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
894.000 Manistee Recreation Assoc.	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
895.000 Museum	\$ 10,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
896.000 PEG	\$ 24,253	\$ 20,000	\$ 24,000	\$ 20,000	\$ 24,000
897.000 Ramsdell Restoration	\$ 25,000	\$ 25,000	\$ 25,000	\$ 20,000	\$ 20,000
898.000 SSCENT	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
899.000 Veteran's Memorial Day	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
969.016 Civic Players - Ramsdell	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL APPROPRIATIONS</b>	<b>\$163,455</b>	<b>\$ 162,276</b>	<b>\$ 168,357</b>	<b>\$159,357</b>	<b>\$163,357</b>

Council elected to honor PEG's request for an additional \$4,000 appropriation.

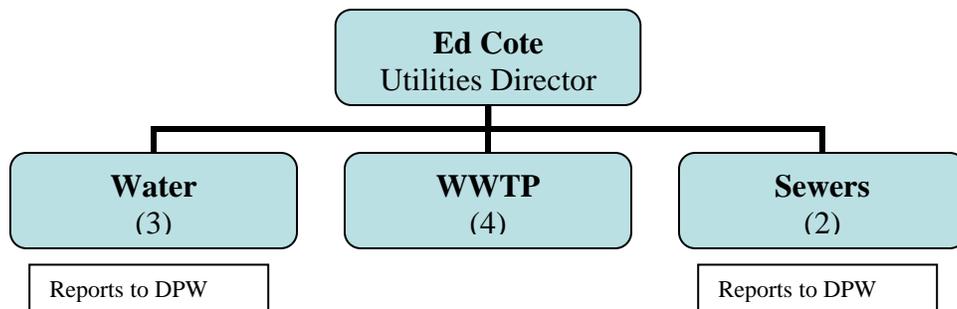
Enterprise Funds

Water & Sewer Utility



Ed Cote is the Utilities Director for the City of Manistee. He has been with the City for 38 years.

The Water and Sewer Utility performs a variety of tasks, all of which are important to the City and its residents. The Water department is responsible for water production and treatment, monitoring, storage, testing, system maintenance and ensuring compliance with State and Federal regulations. The WWTP is responsible for treating and disposal of the City waste stream, operating lift stations, testing, system maintenance, and insuring compliance with the City's NPDES permit and Local, State and Federal regulations. The Sewer department is responsible for maintaining the sewer infrastructure, and monitoring CSO's and SSO's. All parties work together to ensure the highest treatment standards for both water and sewer so that the public health and environment is protected.



Enterprise Funds

Water & Sewer Utility

	2007 Actual	2008 Budget	2008 Projected	Manager Budget	Council Adopted
<b>REVENUES</b>					
608.000 Penalties	\$ 34,941	\$ 30,000	\$ 35,000	\$ 30,000	\$ 30,000
610.000 Bond Debt	\$ 358,392	\$ 360,000	\$ 360,000	\$ 360,000	\$ 360,000
612.000 New Service	\$ 8,000	\$ 11,000	\$ 5,000	\$ 11,000	\$ 11,000
626.000 Charge for Service	\$ 900	\$ -	\$ 2,000	\$ -	\$ -
648.000 Water Sales	\$ 868,142	\$ 973,252	\$ 876,573	\$ 966,178	\$ 966,178
649.000 Sewer Sales	\$ 1,263,223	\$ 1,486,419	\$ 1,280,122	\$ 1,413,823	\$ 1,413,823
650.000 Meter Sales	\$ 3,700	\$ 5,000	\$ 8,000	\$ 5,000	\$ 5,000
664.000 Interest Income	\$ 74,443	\$ 50,000	\$ 68,000	\$ 50,000	\$ 50,000
667.000 Rental Income	\$ 49,680	\$ 42,500	\$ 49,680	\$ 49,680	\$ 49,680
669.000 Hydrant & Tunnel Rental	\$ 21,600	\$ 21,600	\$ 21,600	\$ 21,600	\$ 21,600
671.000 Other Revenue	\$ 6,356	\$ 8,500	\$ 7,000	\$ 8,500	\$ 8,500
680.000 Capital Cost Recovery	\$ 31,922	\$ 31,835	\$ 31,835	\$ 31,835	\$ 31,835
687.000 Refunds	\$ 7,558	\$ -	\$ -	\$ -	\$ -
695.000 Insurance Settlement	\$ 15,665	\$ -	\$ -	\$ -	\$ -
699.000 Operating Transfer In	\$ 299,484	\$ 292,500	\$ 450,000	\$ 292,500	\$ 292,500
<b>TOTAL REVENUES</b>	<b>\$ 3,061,545</b>	<b>\$ 3,312,606</b>	<b>\$ 3,194,810</b>	<b>\$ 3,240,116</b>	<b>\$ 3,240,116</b>

Enterprise Funds

Water & Sewer Utility

100 GENERAL	2007 Actual	2008 Budget	2008 Projected	Manager Budget	Council Adopted
799.000 Miscellaneous Expense			\$ -		
964.000 Refunds	\$ -	\$ -	\$ -	\$ -	\$ -
999.000 Operating Transfer Out	\$ 100,000	\$ 175,000	\$ 175,000	\$ 200,000	\$ 200,000
<b>TOTAL GENERAL</b>	<b>\$ 100,000</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>

541 ADMINISTRATION	2007 Actual	2008 Budget	2008 Projected	Manager Budget	Council Adopted
702.000 Salaries	\$ 36,612	\$ 36,678	\$ 36,678	\$ 37,954	\$ 37,954
703.000 Longevity	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625
704.000 Overtime	\$ 517	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200
706.000 Part-Time	\$ -	\$ -	\$ -	\$ -	\$ -
712.001 Costs - Social Security	\$ 2,214	\$ 2,426	\$ 2,426	\$ 2,538	\$ 2,538
712.002 Costs - Medicare	\$ 518	\$ 567	\$ 567	\$ 594	\$ 594
712.004 Costs - ICMA Contribution	\$ -	\$ -	\$ -	\$ -	\$ -
712.005 Costs - MERS Contribution	\$ -	\$ 620	\$ 620	\$ 1,153	\$ 1,153
712.006 Costs - In Lieu of BC/BS	\$ -	\$ -	\$ -	\$ -	\$ -
712.007 Costs - FUTA	\$ 5	\$ 5	\$ 5	\$ 5	\$ 5
712.009 Costs - Workers Compensation	\$ 146	\$ 158	\$ 158	\$ 165	\$ 165
712.010 Costs - Blue Cross Insurance	\$ 12,719	\$ 14,037	\$ 15,000	\$ 14,538	\$ 14,538
712.011 Costs - Life Insurance	\$ 73	\$ 140	\$ 140	\$ 140	\$ 140
<b>Employee Costs</b>	<b>\$ 53,429</b>	<b>\$ 56,456</b>	<b>\$ 57,419</b>	<b>\$ 58,913</b>	<b>\$ 58,913</b>
728.000 Operating Expense	\$ 11,263	\$ 11,850	\$ 11,850	\$ 13,500	\$ 13,500
735.000 Periodicals & Publications	\$ -	\$ -	\$ -	\$ 500	\$ 500
801.000 Professional Services	\$ 772	\$ 18,500	\$ 5,000	\$ 10,000	\$ 10,000
806.000 Administration	\$ 150,000	\$ 180,000	\$ 180,000	\$ 190,000	\$ 190,000
831.000 Contractual Repairs & Maint.	\$ 18	\$ -	\$ 500	\$ 500	\$ 500
850.000 Phone	\$ 21,309	\$ 21,500	\$ 22,000	\$ 21,750	\$ 21,750
860.000 Travel & Training Expense	\$ 62	\$ 1,400	\$ 500	\$ 1,400	\$ 1,400
870.000 Membership & Dues	\$ -	\$ -	\$ -	\$ -	\$ -
873.000 Education	\$ -	\$ -	\$ -	\$ -	\$ -
874.000 Retiree BCBS	\$ -	\$ -	\$ -	\$ -	\$ -
900.000 Printing\Publishing	\$ 1,402	\$ 2,500	\$ 2,500	\$ 3,000	\$ 3,000
930.000 Repairs - Vehicles\Equip	\$ -	\$ -	\$ -	\$ -	\$ -
959.000 Bad Debt	\$ -	\$ 1,500	\$ -	\$ -	\$ -
960.000 Bank Charges	\$ 5,105	\$ 4,000	\$ 5,500	\$ 5,400	\$ 5,400
970.000 Capital Outlay (Expense)	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Operating Costs</b>	<b>\$ 189,931</b>	<b>\$ 241,250</b>	<b>\$ 227,850</b>	<b>\$ 246,050</b>	<b>\$ 246,050</b>
<b>TOTAL ADMINISTRATION</b>	<b>\$ 243,361</b>	<b>\$ 297,706</b>	<b>\$ 285,269</b>	<b>\$ 304,963</b>	<b>\$ 304,963</b>

Enterprise Funds

Water & Sewer Utility

	2007 Actual	2008 Budget	2008 Projected	Manager Budget	Council Adopted
<b>542 WATER OPERATION</b>					
702.000 Salaries	\$ 115,750	\$113,931	\$113,931	\$ 116,646	\$ 116,646
703.000 Longevity	\$ 1,225	\$1,275	\$1,275	\$ 1,325	\$ 1,325
704.000 Overtime	\$ 11,122	\$6,000	\$6,000	\$ 6,000	\$ 6,000
706.000 Part Time	\$ -	\$0	\$0	\$ -	\$ -
712.001 Costs - Social Security	\$ 7,593	\$7,515	\$7,515	\$ 7,686	\$ 7,686
712.002 Costs - Medicare	\$ 1,776	\$1,757	\$1,757	\$ 1,798	\$ 1,798
712.004 Costs - ICMA Contribution	\$ -	\$0	\$0	\$ -	\$ -
712.005 Costs - MERS Contribution	\$ -	\$0	\$0	\$ -	\$ -
712.006 Costs - In Lieu of BC/BS	\$ -	\$0	\$0	\$ -	\$ -
712.007 Costs - FUTA	\$ 16	\$16	\$16	\$ 16	\$ 16
712.009 Costs - Workers Compensation	\$ 3,282	\$3,260	\$3,260	\$ 3,738	\$ 3,738
712.010 Costs - Blue Cross Insurance	\$ 34,612	\$37,467	\$40,000	\$ 40,451	\$ 40,451
712.011 Costs - Life Insurance	\$ 219	\$421	\$421	\$ 421	\$ 421
<b>Employee Costs</b>	<b>\$ 175,594</b>	<b>\$ 171,642</b>	<b>\$ 174,175</b>	<b>\$ 178,082</b>	<b>\$ 178,082</b>
715.000 Uniform & Cleaning Allowance	\$ 132	\$ 890	\$ 1,600	\$ 1,110	\$ 1,110
728.000 Operating Expense	\$ 5,383	\$ 5,250	\$ 4,000	\$ 4,950	\$ 4,950
745.000 Chemicals	\$ 30,454	\$ 40,300	\$ 40,300	\$ 40,000	\$ 40,000
750.000 Meters	\$ 25,285	\$ 24,000	\$ 24,000	\$ 28,400	\$ 28,400
770.000 Vehicle Gas	\$ 5,471	\$ 5,625	\$ 5,000	\$ 7,000	\$ 7,000
801.000 Professional Services	\$ 6,656	\$ 4,000	\$ 15,000	\$ 18,500	\$ 18,500
822.000 Insurance	\$ 3,064	\$ 3,100	\$ 2,872	\$ 3,500	\$ 3,500
824.000 Lab Testing	\$ 6,400	\$ 9,100	\$ 7,500	\$ 12,100	\$ 12,100
831.000 Contractual Repairs & Maint	\$ 3,314	\$ 71,400	\$ 50,000	\$ 82,500	\$ 82,500
860.000 Travel & Training Expense	\$ 4,945	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200
870.000 Membership & Dues	\$ -	\$ -	\$ -	\$ 300	\$ 300
873.000 Education	\$ -	\$ -	\$ -	\$ -	\$ -
874.000 Costs - Retiree BCBS	\$ 3,000	\$3,000	\$3,000	\$ 3,000	\$ 3,000
920.000 Gas	\$ -	\$ -	\$ -	\$ -	\$ -
925.000 Electric	\$ 61,344	\$ 70,000	\$ 70,000	\$ 65,000	\$ 65,000
930.000 Repairs & Maintenance - Vehicles\Ec	\$ 34,209	\$ 56,800	\$ 70,000	\$ 46,000	\$ 46,000
957.000 Motor Pool	\$ 30,000	\$ 31,500	\$ 31,500	\$ 33,075	\$ 33,075
970.000 Capital Outlay (expense)	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Operating Costs</b>	<b>\$ 219,657</b>	<b>\$ 328,165</b>	<b>\$ 327,972</b>	<b>\$ 348,635</b>	<b>\$ 348,635</b>
<b>TOTAL WATER OPERATION</b>	<b>\$ 395,251</b>	<b>\$ 499,807</b>	<b>\$ 502,147</b>	<b>\$ 526,717</b>	<b>\$ 526,717</b>

Enterprise Funds

Water & Sewer Utility

	2007 Actual	2008 Budget	2008 Projected	Manager Budget	Council Adopted
<b>543 SEWER - WWTP</b>					
702.000 Salaries	\$ 205,112	\$ 207,719	\$ 207,719	\$ 221,797	\$ 221,797
703.000 Longevity	\$ 1,325	\$ 1,425	\$ 1,425	\$ 1,525	\$ 1,525
704.000 Overtime	\$ 17,631	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
706.000 Part Time	\$ -	\$ -	\$ -	\$ -	\$ -
712.001 Costs - Social Security	\$ 13,670	\$ 13,929	\$ 13,929	\$ 14,865	\$ 14,865
712.002 Costs - Medicare	\$ 3,197	\$ 3,258	\$ 3,258	\$ 3,477	\$ 3,477
712.004 Costs - ICMA Contribution	\$ -	\$ -	\$ -	\$ -	\$ -
712.005 Costs - MERS Contribution	\$ 1,739	\$ 2,855	\$ 2,855	\$ 3,814	\$ 3,814
712.006 Costs - In Lieu of BC/BS	\$ 7,110	\$ 5,659	\$ 5,659	\$ 5,629	\$ 5,629
712.007 Costs - FUTA	\$ 33	\$ 27	\$ 27	\$ 27	\$ 27
712.009 Costs - Workers Compensation	\$ 4,330	\$ 4,690	\$ 4,690	\$ 4,683	\$ 4,683
712.010 Costs - Blue Cross Insurance	\$ 33,575	\$ 42,678	\$ 36,000	\$ 33,003	\$ 33,003
712.011 Costs - Life Insurance	\$ 708	\$ 992	\$ 992	\$ 1,009	\$ 1,009
<b>Employee Costs</b>	<b>\$ 288,431</b>	<b>\$ 290,232</b>	<b>\$ 283,554</b>	<b>\$ 296,830</b>	<b>\$ 296,830</b>
715.000 Uniform & Cleaning Allowance	\$ 2,216	\$ 3,978	\$ 3,800	\$ 3,600	\$ 3,600
728.000 Operating Expense	\$ 29,420	\$ 29,900	\$ 32,000	\$ 29,000	\$ 29,000
745.000 Chemicals	\$ 43,945	\$ 40,400	\$ 40,000	\$ 40,400	\$ 40,400
770.000 Vehicle Gas	\$ 11,864	\$ 11,515	\$ 13,000	\$ 11,575	\$ 11,575
801.000 Professional Services	\$ 27,901	\$ 40,000	\$ 60,000	\$ 50,000	\$ 50,000
822.000 Insurance	\$ 16,683	\$ 16,700	\$ 12,500	\$ 17,000	\$ 17,000
824.000 Lab Testing	\$ 14,502	\$ 11,200	\$ 8,000	\$ 13,550	\$ 13,550
831.000 Contractual Repairs & Maint.	\$ 48,266	\$ 40,000	\$ 40,000	\$ 64,000	\$ 64,000
860.000 Travel & Training Expense	\$ 4,140	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600
870.000 Membership & Dues	\$ -	\$ -	\$ -	\$ -	\$ -
873.000 Education	\$ -	\$ -	\$ -	\$ -	\$ -
874.000 Costs - Retiree BCBS	\$ -	\$ -	\$ -	\$ -	\$ -
920.000 Gas	\$ 16,751	\$ 15,000	\$ 15,000	\$ 17,000	\$ 17,000
925.000 Electric	\$ 82,806	\$ 81,000	\$ 79,000	\$ 87,000	\$ 87,000
930.000 Repairs - Vehicles\Equipment	\$ 72,668	\$ 96,400	\$ 96,400	\$ 105,400	\$ 105,400
931.000 Repairs & Maintenance - Buildings	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
957.000 Motor Pool	\$ 30,000	\$ 31,500	\$ 31,500	\$ 33,075	\$ 33,075
970.000 Capital Outlay (expense)	\$ 23,801	\$ -	\$ -	\$ -	\$ -
<b>Operating Costs</b>	<b>\$ 424,963</b>	<b>\$ 421,193</b>	<b>\$ 434,800</b>	<b>\$ 480,200</b>	<b>\$ 480,200</b>
<b>TOTAL SEWER - WWTP</b>	<b>\$ 713,394</b>	<b>\$ 711,425</b>	<b>\$ 718,354</b>	<b>\$ 777,030</b>	<b>\$ 777,030</b>

Enterprise Funds

Water & Sewer Utility

	2007 Actual	2007 Budget	2008 Projected	Manager Budget	Council Adopted
<b>544 SEWER COLLECTION</b>					
702.000 Salaries	\$ 75,665	\$ 75,364	\$ 75,364	\$ 78,598	\$ 78,598
703.000 Longevity	\$ 1,200	\$ 1,225	\$ 1,225	\$ 1,250	\$ 1,250
704.000 Overtime	\$ 4,359	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500
706.000 Part Time	\$ -	\$ -	\$ -	\$ -	\$ -
712.001 Costs - Social Security	\$ 4,874	\$ 4,966	\$ 4,966	\$ 5,168	\$ 5,168
712.002 Costs - Medicare	\$ 1,140	\$ 1,161	\$ 1,161	\$ 1,209	\$ 1,209
712.004 Costs - ICMA Contribution	\$ -	\$ -	\$ -	\$ -	\$ -
712.005 Costs - MERS Contribution	\$ -	\$ -	\$ -	\$ -	\$ -
712.006 Costs - In Lieu of BC/BS	\$ -	\$ -	\$ -	\$ -	\$ -
712.007 Costs - FUTA	\$ 11	\$ 11	\$ 11	\$ 11	\$ 11
712.009 Costs - Workers Compensation	\$ 2,574	\$ 2,763	\$ 2,763	\$ 2,750	\$ 2,750
712.010 Costs - Blue Cross Insurance	\$ 21,778	\$ 23,493	\$ 23,493	\$ 26,790	\$ 26,790
712.011 Costs - Life Insurance	\$ 146	\$ 281	\$ 281	\$ 281	\$ 281
<b>Employee Costs</b>	<b>\$ 111,746</b>	<b>\$ 112,764</b>	<b>\$ 112,764</b>	<b>\$ 119,555</b>	<b>\$ 119,555</b>
715.000 Uniform & Cleaning Allowance	\$ 3,934	\$ 1,244	\$ 1,250	\$ 1,900	\$ 1,900
728.000 Operating Expense	\$ 1,126	\$ 1,700	\$ 5,000	\$ 2,700	\$ 2,700
745.000 Chemicals	\$ -	\$ 7,000	\$ 1,000	\$ 7,500	\$ 7,500
770.000 Vehicle Gas	\$ -	\$ -	\$ -	\$ -	\$ -
801.000 Professional Services	\$ 183	\$ 5,000	\$ 20,000	\$ 20,000	\$ 20,000
831.000 Contractual Repairs & Maint.	\$ -	\$ 15,000	\$ 12,000	\$ 32,000	\$ 32,000
860.000 Travel & Training Expense	\$ 195	\$ 500	\$ 500	\$ 500	\$ 500
870.000 Membership & Dues	\$ -	\$ -	\$ -	\$ -	\$ -
873.000 Education	\$ -	\$ -	\$ -	\$ -	\$ -
874.000 Costs - Retiree BCBS	\$ -	\$ -	\$ -	\$ -	\$ -
930.000 Repairs - Vehicles\Equipment	\$ 18,299	\$ 25,200	\$ 32,000	\$ 23,500	\$ 23,500
957.000 Motor Pool	\$ 30,000	\$ 30,000	\$ 30,000	\$ 33,075	\$ 33,075
970.000 Capital Outlay (Expense)	\$ 10,000	\$ -	\$ 20,000	\$ -	\$ -
<b>Operating Costs</b>	<b>\$ 63,737</b>	<b>\$ 85,644</b>	<b>\$ 121,750</b>	<b>\$ 121,175</b>	<b>\$ 121,175</b>
<b>TOTAL SEWER COLLECTION</b>	<b>\$ 175,483</b>	<b>\$ 198,408</b>	<b>\$ 234,514</b>	<b>\$ 240,730</b>	<b>\$ 240,730</b>

<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 1,627,489</b>	<b>\$ 1,882,346</b>	<b>\$ 1,915,284</b>	<b>\$ 2,049,440</b>	<b>\$ 2,049,440</b>
<b>AVAILABLE FOR DEBT SERVICE</b>	<b>\$ 1,434,056</b>	<b>\$ 1,430,260</b>	<b>\$ 1,279,526</b>	<b>\$ 1,190,676</b>	<b>\$ 1,190,676</b>
<b>574 WATER &amp; SEWER BOND INTEREST</b>	<b>2007 Actual</b>	<b>2008 Budget</b>	<b>2008 Projected</b>	<b>Manager Budget</b>	<b>Council Adopted</b>
960.000 Bank Charges	\$ 1,141	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
962.000 Accrued Interest Expense					
963.000 Amortization Expense					
995.200 1997 A Bond Interest	\$ 3,523	\$ 2,333	\$ 2,333	\$ 780	\$ 780
995.300 1997 B SRF Bond Interest	\$ 7,144	\$ 6,863	\$ 6,863	\$ 6,188	\$ 6,188
995.400 1998 A Bond Interest	\$ 20,808	\$ 13,523	\$ 13,523	\$ 4,600	\$ 4,600
995.500 1998 B SRF Bond Interest	\$ 38,939	\$ 37,519	\$ 37,519	\$ 34,650	\$ 34,650
995.600 1999 A Bond Interest	\$ 17,107	\$ 13,244	\$ 13,244	\$ 8,190	\$ 8,190
995.700 1999 B SRF Bond Interest	\$ 42,860	\$ 41,563	\$ 41,563	\$ 38,938	\$ 38,938
995.800 2005 Refunding Interest	\$ 249,025	\$ 245,189	\$ 245,189	\$ 243,726	\$ 243,726
995.900 2006 SRF Interest	\$ 21,442	\$ 46,638	\$ 46,638	\$ 44,688	\$ 44,688
<b>TOTAL WATER &amp; SEWER BOND INT</b>	<b>\$ 401,989</b>	<b>\$ 408,872</b>	<b>\$ 408,872</b>	<b>\$ 383,760</b>	<b>\$ 383,760</b>
<b>OPERATING RESULT</b>	<b>\$ 1,032,067</b>	<b>\$ 1,021,388</b>	<b>\$ 870,654</b>	<b>\$ 806,916</b>	<b>\$ 806,916</b>
<b>TOTAL DEBT REPAYMENT</b>	<b>\$ 605,000</b>	<b>\$ 750,000</b>	<b>\$ 680,000</b>	<b>\$ 775,000</b>	<b>\$ 775,000</b>
<b>SURPLUS\DEFICIT BEFORE CAPEX</b>	<b>\$ 427,067</b>	<b>\$ 271,388</b>	<b>\$ 190,654</b>	<b>\$ 31,916</b>	<b>\$ 31,916</b>
<b>BEGINNING CASH &amp; INV</b>					
Operating			\$ 1,212,226	\$ 965,880	
Equipment Replacement			\$ 450,000	\$ 280,000	
Bond Reserve			\$ 573,486	\$ 573,486	
<b>TOTAL</b>			<b>\$ 2,235,712</b>	<b>\$ 1,819,366</b>	
<b>CAPITAL EXPENDITURES</b>					
541 Admin Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
542 Water Capital Outlay	\$ 159,512	\$ 180,000	\$ 205,000	\$ 145,000	\$ 145,000
543 WWTP Capital Outlay	\$ 14,734	\$ 10,000	\$ 28,000	\$ 240,000	\$ 240,000
544 Sewer Capital Outlay	\$ 9,360	\$ 200,000	\$ 374,000	\$ -	\$ -
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 183,606</b>	<b>\$ 390,000</b>	<b>\$ 607,000</b>	<b>\$ 385,000</b>	<b>\$ 385,000</b>
<b>PROJECTED CASH IMPACT</b>	<b>\$ 243,461</b>	<b>\$ (118,612)</b>	<b>\$ (416,346)</b>	<b>\$ (353,084)</b>	<b>\$ (353,084)</b>
<b>ENDING CASH &amp; INV</b>					
Operating	\$ 1,212,226		\$ 965,880	\$ 612,796	
Equipment Replacement	\$ 450,000		\$ 280,000	\$ 280,000	
Bond Reserve	\$ 573,486		\$ 573,486	\$ 573,486	
<b>TOTAL</b>	<b>\$ 2,235,712</b>		<b>\$ 1,819,366</b>	<b>\$ 1,466,282</b>	

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## Enterprise Funds

## Municipal Marina

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The Municipal Marina fund accounts for the activities of the Manistee Municipal Marina. Police Chief Dave Bachman serves as harbormaster and directs the operations of the Marina. An enthusiastic staff of young adults manages the day-to-day activities and provides first rate service to the boaters.

Recognized as one of the finest public marinas on Lake Michigan, our marina hosts hundreds of boats a year and also serves as the home port for several large fishing tournaments. The marina has 36 slips ranging in length from 30 to 60 feet. It can also accommodate larger vessels (up to 100') with a broadside tie against the Riverwalk seawall. It offers a full array of services including fuel, pump out, bath facilities, water and electric hookup. Several times a year, Manistee is visited by cruise ships that bring passengers to visit our Victorian Port City.

The marina has undergone several improvements over the past few years, including lowering all the docks to accommodate lower water levels, upgrading its fuel delivery system, improving bathroom facilities and offering free wi-fi internet access to our boating guests. In FY 2009, an office kiosk located on the end of the gas dock is planned, to be funded mainly by a Michigan Waterways Grant. The City is also actively looking at upgrading the Marina building. At this time, funding mechanisms and grant opportunities are being explored. Grant matching funds would likely come out of the Marina fund balance and/or other appropriate funds.



Enterprise Funds

Municipal Marina

	2007 Actual	2008 Budget	2008 Projected	Manager Budget	Council Adopted
<b>594 Municipal Marina Fund</b>					
539.000 State Grant	\$34,500	\$30,000	\$0	\$0	\$0
642.000 Sales	4,360	4,000	4,000	\$6,000	\$6,000
642.004 Charge for Services	0	4,000	0	\$0	\$0
645.000 Charge for Sales - Fuel	96,906	70,000	100,000	\$100,000	\$100,000
646.000 Charge for Sales - Dockage	75,063	70,000	72,000	\$75,000	\$75,000
664.000 Interest Income	1,826	1,000	3,000	\$1,000	\$1,000
671.000 Other Revenue	0	0	0	\$0	\$0
695.000 Insurance Settlement	0	0	0	\$0	\$0
<b>Total Revenues</b>	<b>\$212,656</b>	<b>\$179,000</b>	<b>\$179,000</b>	<b>\$182,000</b>	<b>\$182,000</b>
702.000 Salaries	\$23,068	\$25,000	\$25,000	\$ 25,000	\$25,000
703.000 Longevity	0	\$0	\$0	\$ -	\$ -
704.000 Overtime	60	\$1,000	\$1,000	\$ 1,000	\$ 1,000
706.000 Part-Time	0	\$0	\$0	\$ -	\$ -
712.001 Costs - Social Security	1,456	\$1,612	\$1,612	\$ 1,612	\$ 1,612
712.002 Costs - Medicare	341	\$377	\$377	\$ 377	\$ 377
712.007 Costs - FUTA	16	\$0	\$0	\$ -	\$ -
712.009 Costs - Work Comp	818	\$918	\$918	\$ 894	\$ 894
<b>Employee Costs</b>	<b>\$25,759</b>	<b>\$28,907</b>	<b>\$28,907</b>	<b>\$28,883</b>	<b>\$28,883</b>
959.000 Bad Debt	\$0	\$0	\$0	\$0	\$0
728.000 Operating Expense	13,958	7,000	9,000	\$12,500	\$12,500
730.000 Operating Supplies - Fuel	88,528	60,000	85,000	\$93,000	\$93,000
801.000 Professional Services	9,495	0	18,393	\$2,000	\$2,000
820.000 Administration	2,500	2,500	3,000	\$10,500	\$10,500
822.000 Insurance	675	3,000	700	\$700	\$700
831.000 Contractual Repairs & Maint.	0	0	2,000	\$1,000	\$1,000
850.000 Phone	300	1,200	1,000	\$1,000	\$1,000
920.000 Gas	675	500	600	\$700	\$700
922.000 Water	3,512	3,500	4,000	\$4,400	\$4,400
925.000 Electric	13,698	6,000	7,000	\$12,000	\$12,000
930.000 Repairs & Maint - Equip\Vehicles	528	3,500	500	\$1,500	\$1,500
931.000 Repairs & Maint - Buildings	0	0	500	\$1,500	\$1,500
958.000 Sales Tax	1,364	5,300	1,500	\$1,700	\$1,700
960.000 Bank Charges	4,303	4,000	10,000	\$10,000	\$10,000
964.000 Refunds	500	0	0	\$0	\$0
970.000 Capital Outlay (expense)	0	0	0	\$0	\$0
970.000 Capital Outlay (investment)	0	0	0	\$0	\$0
<b>Operating Costs</b>	<b>\$140,036</b>	<b>\$96,500</b>	<b>\$143,193</b>	<b>\$152,500</b>	<b>\$152,500</b>
<b>Total Expenditures</b>	<b>\$165,795</b>	<b>\$125,407</b>	<b>\$172,100</b>	<b>\$181,383</b>	<b>\$181,383</b>
<b>OPERATING RESULT</b>	<b>\$46,860</b>	<b>\$53,593</b>	<b>\$6,900</b>	<b>\$617</b>	<b>\$617</b>
<b>Beginning Cash</b>	<b>\$31,589</b>		<b>\$74,667</b>		<b>\$81,567</b>
Surplus\Deficit	\$46,860		6,900		617
Accruals\Other	-3,782		0		0
<b>Ending Cash</b>	<b>\$74,667</b>		<b>\$81,567</b>		<b>\$82,184</b>

Enterprise Funds

Boat Ramp



The boat ramp fund accounts primarily for the activities of the First Street Boat launch, as well as other City launches. It operates as a stand-alone enterprise. The City recently received a second grant from the State of Michigan for the rehabilitation of some launch ramps and docks. The City is also installing an automated attendant system, which will eliminate the need for seasonal personnel at the ramps and is anticipated to increase revenue.

	2007 Actual	2008 Budget	2008 Projected	Manager Budget	Council Adopted
<b>508 Boat Ramp Fund</b>					
539.000 State Grant	\$0	\$0	\$36,810	\$18,000	\$18,000
642.000 Sales	38,685	42,000	38,000	\$42,000	\$42,000
664.000 Interest Income	1,902	1,000	2,300	\$750	\$750
<b>Total Revenues</b>	<b>\$40,587</b>	<b>\$43,000</b>	<b>\$77,110</b>	<b>\$60,750</b>	<b>\$60,750</b>
702.000 Salaries	\$11,680	\$14,280	\$14,280	\$0	\$0
704.000 Overtime	24	\$0	\$0	\$0	\$0
712.001 Costs - Social Security	721	\$885	\$885	\$0	\$0
712.002 Costs - Medicare	169	\$207	\$207	\$0	\$0
712.007 Costs - FUTA	8	\$11	\$11	\$0	\$0
712.009 Costs - Workers Compensation	267	\$333	\$333	\$0	\$0
<b>Employee Costs</b>	<b>\$12,868</b>	<b>\$15,716</b>	<b>\$15,716</b>	<b>\$0</b>	<b>\$0</b>
728.000 Operating Expense	\$723	\$500	\$1,500	\$800	\$800
801.000 Professional Services	0	2,000	8,000	\$2,000	\$2,000
820.000 Administration	2,000	2,000	2,000	\$8,710	\$8,710
827.000 Municipal Refuse	2,701	0	0	\$0	\$0
850.000 Phone	0	0	0	\$0	\$0
922.000 Water	27	500	200	\$300	\$300
925.000 Electric	344	500	500	\$350	\$350
930.000 Repairs\Maint - Vehicles\Equip	2,553	10,000	2,500	\$3,000	\$3,000
970.000 Capital Outlay (expense)	0	0	0	\$0	\$0
970.000 Capital Outlay (investment)	\$6,933	\$10,000	\$12,000	\$36,000	\$36,000
<b>Operating Costs</b>	<b>\$15,282</b>	<b>\$25,500</b>	<b>\$26,700</b>	<b>\$51,160</b>	<b>\$51,160</b>
<b>Total Expenditures</b>	<b>\$28,150</b>	<b>\$41,216</b>	<b>\$42,416</b>	<b>\$51,160</b>	<b>\$51,160</b>
<b>TOTAL BOAT RAMP</b>	<b>\$12,437</b>	<b>\$1,784</b>	<b>\$34,694</b>	<b>\$9,590</b>	<b>\$9,590</b>
<b>Beginning Cash</b>	<b>\$29,173</b>		<b>\$41,586</b>		<b>\$76,280</b>
Surplus\Deficit	\$12,437		\$34,694		\$9,590
Accruals\Other	-\$25		\$0		\$0
<b>Projected Ending Cash</b>	<b>\$41,586</b>		<b>\$76,280</b>		<b>\$85,870</b>

Internal Service Funds

Motor Pool



The City operates a Motor Pool which provides capital funding for significant equipment purchases. It receives payments from the operating departments and pays out money for purchasing equipment and insurance; accruing capital for equipment replacement, or funding emergency purchases if necessary. In this regard, the Motor Pool provides a cushion against the unexpected. The Motor Pool was originally established with the \$551,000 sale proceeds from the Dunes Subdivision auction. The budgeted FY 2009 fund balance is \$342,935.



The overall condition of the City's fleet is very good. With the Motor Pool, vehicles have been acquired in a cost-effective manner and replaced on a regular basis. This maintains vehicle efficiency and reduces maintenance costs. Administration has established a 10 year forecast horizon for Motor Pool equipment purchases. This schedule serves as a guide to Motor Pool purchases, but is subject to revision in case of unforeseen circumstances or changing economic conditions.



No equipment is scheduled to be purchased in the Motor Pool this year. However, the budget calls for \$265,615 in expenditures on existing obligations.

The condition of the fleet will continue to be closely monitored by Department Heads. City mechanics Mickey McCann and Jim Polisky do an excellent job of maintaining the fleet and extending the useful life of the equipment.

Internal Service Funds

Motor Pool

661 Motor Pool	2007 Actual	2008 Budget	2008 Projected	Manager Budget	Council Adopted
664.000 Interest Income	19,420	13,320	14,000	8,775	\$8,775
670.002 Equipment Rental - City Mgr.	10,000	10,500	10,500	9,000	\$9,000
670.003 Equipment Rental - Fire	30,000	31,500	31,500	27,000	\$27,000
670.004 Equipment Rental - Parks	40,000	42,000	42,000	36,000	\$36,000
670.005 Equipment Rental - Police	35,000	36,750	36,750	31,500	\$31,500
670.006 Equipment Rental - Public Works	80,000	84,000	84,000	72,000	\$72,000
670.007 Equipment Rental - Sewer Street	30,000	31,500	31,500	33,075	\$33,075
670.008 Equipment Rental - Water	30,000	31,500	31,500	33,075	\$33,075
670.009 Equipment Rental - WWTP	30,000	31,500	31,500	33,075	\$33,075
671.000 Other Revenue	101	0	0	0	\$0
673.000 Sale of Asset	34,767	19,700	5,000	5,000	\$5,000
<b>Total Revenue</b>	<b>\$339,287</b>	<b>\$332,270</b>	<b>\$318,250</b>	<b>\$288,500</b>	<b>\$288,500</b>
799.000 Miscellaneous Expense	410	500	500	500	500
822.000 Insurance	31,805	32,759	32,759	31,263	31,263
971.001 DPW - Plow Trucks	66,625	63,932	63,932	55,736	55,736
971.002 DPW - Loader (Big)	14,772	14,508	14,508	7,254	7,254
971.003 DPW - Sidewalk Tractor/Blower	2,034	0	0	0	0
971.004 DPW - Pickup	0	23,000	23,000	11,299	11,299
971.007 DPW Hot Patch Trailer	0	30,000	39,400	0	0
971.009 DPW - Sweeper	35,521	31,725	31,725	31,725	31,725
971.010 DPW - Snow Blower	21,418	21,366	21,366	5,342	5,342
971.011 DPW - Skid Steer	10,461	2,604	2,604	0	0
972.001 PARKS - Mowers	0	20,500	20,500	0	0
972.002 PARKS - Beach Cleaner	0	17,084	0	16,727	16,727
972.003 PARKS - Pickup	0	11,500	11,500	11,300	11,300
973.001 POLICE - Patrol Car	37,324	28,810	28,810	28,810	28,810
974.003 FIRE - Pumper	28,829	24,850	24,850	24,850	24,850
974.005 FIRE - Aerial Lift Truck	979	0	0	0	0
975.001 WATER - Pickup	0	11,500	11,500	5,650	5,650
975.002 WATER - Cargo Van	0	0	0	0	0
976.001 WWTP - Pickup	0	0	0	0	0
977.001 WS - Vactor	63,839	35,161	35,161	35,161	35,161
978.001 GENERAL - Car	0	7,500	7,500	0	0
999.000 Operating Transfer Out (Aerial)	48,390	0	0		
<b>Total Expenses</b>	<b>\$362,406</b>	<b>\$377,299</b>	<b>\$369,614</b>	<b>\$265,615</b>	<b>\$265,615</b>
<b>TOTAL MOTOR POOL</b>	<b>-\$23,119</b>	<b>-\$45,029</b>	<b>-\$51,364</b>	<b>\$22,885</b>	<b>\$22,885</b>
Beginning Cash			\$371,414		\$320,050
Ending Cash	\$371,414		\$320,050		\$342,935

Special Revenue Funds

Oil & Gas

This fund records revenues from oil and gas royalties generated by leases on City-owned property. The principal is protected by City Charter as a permanent fund. A Council appointed Oil & Gas Board oversees the investments of this fund. For more information, see the Oil & Gas Issue Page.



245 Oil & Gas Fund	2007 Actual	2008 Budget	2008 Projected	Manager Budget	Council Adopted
664.000 Interest Income	\$307,003	\$292,500	\$292,500	\$233,000	\$233,000
666.000 Oil Royalties	110,720	70,000	40,000	\$75,000	\$75,000
671.000 Other Revenue	0	0	0	\$0	\$0
<b>Total Revenues</b>	<b>\$417,723</b>	<b>\$362,500</b>	<b>\$332,500</b>	<b>\$308,000</b>	<b>\$308,000</b>
728.000 Office/Operating Expense	\$55	\$500	\$200	\$1,000	\$1,000
801.000 Professional Services	0	0	0	\$0	\$0
999.000 Operating Transfer Out	299,484	292,500	292,500	\$233,000	\$233,000
<b>Total Expenditures</b>	<b>\$299,539</b>	<b>\$293,000</b>	<b>\$292,700</b>	<b>\$234,000</b>	<b>\$234,000</b>
<b>TOTAL OIL &amp; GAS FUND</b>	<b>\$118,184</b>	<b>\$69,500</b>	<b>\$39,800</b>	<b>\$74,000</b>	<b>\$74,000</b>
Beginning Fund Balance	\$6,494,532		\$6,612,717		\$6,652,517
Projected Ending Fund Balance	\$6,612,717		\$6,652,517		\$6,726,517

Special Revenue Funds

Major Street

This fund records revenue the City receives from the State of Michigan for its major streets. It is authorized by Public Act 51 of 1951, and is funded by gasoline taxes. The City has 18.35 miles of Major Streets. The City files a report with the Michigan Department of Transportation every year detailing how its Act 51 dollars are spent. The Major Street fund pays for things like road construction, road maintenance and plowing of streets. The fund also is responsible for the debt service on bonds that were issued for the Streetscape. The payment is about \$140,000 per year and the bonds will be retired in 2015. A Street Asset Management Plan is currently being drafted to systematically guide the City's future street projects and maintenance.

202 Major Street Fund	2007 Actual	2008 Budget	2008 Projected	Manager Budget	Council Adopted
539.000 Grant Revenue	\$263,683	\$0	\$0	\$0	\$0
576.000 Act 51 Revenue	375,931	380,000	370,000	\$365,000	\$365,000
626.000 Charge for Service	151,475	135,000	140,000	\$140,000	\$140,000
641.000 Snow Removal	0	0	0	\$0	\$0
664.000 Interest Income	12,500	5,000	10,000	\$9,000	\$9,000
699.000 Operating Transfer In		0	0	\$0	\$0
<b>Total Revenues</b>	<b>\$803,589</b>	<b>\$520,000</b>	<b>\$520,000</b>	<b>\$514,000</b>	<b>\$514,000</b>
799.000 Miscellaneous Expense	\$0	\$6,000	\$5,000	\$6,000	\$6,000
935.000 Traffic Services	4,342	10,000	7,500	\$15,000	\$15,000
936.000 Preservation Streets	163,756	636,000	426,000	\$117,000	\$117,000
937.000 Routine Maintenance Bridges	0	0	0	\$0	\$0
938.000 Winter Maintenance Streets	108,304	100,000	100,000	\$130,000	\$130,000
981.000 Construction Streets	14,376	14,376	14,376	\$14,376	\$14,376
982.000 Construction Bridges	0	0	0	\$0	\$0
999.000 Operating Transfer Out	143,445	139,028	139,028	\$139,395	\$139,395
<b>Total Expenses</b>	<b>\$434,223</b>	<b>\$905,404</b>	<b>\$691,904</b>	<b>\$421,771</b>	<b>\$421,771</b>
<b>TOTAL MAJOR STREET</b>	<b>\$369,366</b>	<b>-\$385,404</b>	<b>-\$171,904</b>	<b>\$92,229</b>	<b>\$92,229</b>
Beginning Fund Balance	\$202,798		\$572,164		\$400,260
Projected Ending Fund Balance	\$572,164		\$400,260		\$492,489

Special Revenue Funds

Local Street

This fund records revenue the City receives from the State of Michigan for its local streets. It is authorized by Public Act 51 of 1951, and is funded by gasoline taxes. The City has 29.5 miles of Local Streets. The City files a report with the Michigan Department of Transportation every year detailing how its Act 51 dollars are spent. The Local Street fund pays for things like road construction, road maintenance and plowing of streets. Any construction of local streets requires a 50% match of locally raised dollars (special assessment, general fund, etc.). A Street Asset Management Plan is currently being drafted to systematically guide the City's future street projects and maintenance.

<b>203 Local Street Fund</b>	<b>2007 Actual</b>	<b>2008 Budget</b>	<b>2008 Projected</b>	<b>Manager Budget</b>	<b>Council Adopted</b>
576.000 Act 51 Revenue	\$135,787	\$130,000	\$130,000	\$125,000	\$125,000
626.000 Charge for Service	0	0	0	\$0	\$0
641.000 Snow Removal	0	0	0	\$0	\$0
664.000 Interest Income	13,347	10,000	12,000	\$10,000	\$10,000
699.000 Operating Transfer In	0	0	0	\$0	\$0
<b>Total Revenues</b>	<b>\$149,133</b>	<b>\$140,000</b>	<b>\$142,000</b>	<b>\$135,000</b>	<b>\$135,000</b>
935.000 Traffic Services	\$0	\$1,500	\$1,500	\$2,000	\$2,000
936.000 Preservation Streets	42,721	72,000	72,000	\$60,000	\$60,000
938.000 Winter Maintenance Streets	54,859	43,000	43,000	\$62,000	\$62,000
981.000 Construction Streets	0	0	0	\$0	\$0
<b>Total Expenditures</b>	<b>\$97,580</b>	<b>\$116,500</b>	<b>\$116,500</b>	<b>\$124,000</b>	<b>\$124,000</b>
<b>TOTAL LOCAL STREET</b>	<b>\$51,553</b>	<b>\$23,500</b>	<b>\$25,500</b>	<b>\$11,000</b>	<b>\$11,000</b>
Beginning Fund Balance	\$411,212		\$462,765		\$488,265
Projected Ending Fund Balance	\$462,765		\$488,265		\$499,265

Special Revenue Funds

Street Improvement

This fund records locally generated and other revenues that are used for street and right-of-way improvements. Funding sources include money generated from the METRO Act, charges for road breakage and also transfers in from the Special Assessment Fund. This fund pays for the sidewalk replacement program and also for the tree program. This fund may also provide the local match required for any local street projects.

<b>204 Street Improvement Fund</b>	<b>2007 Actual</b>	<b>2008 Budget</b>	<b>2008 Projected</b>	<b>Manager Budget</b>	<b>Council Adopted</b>
495.000 ROW Fee	23,604	25,000	24,000	24,000	24,000
539.000 Grant Revenue		\$0	\$0	0	0
626.000 Charge for Service	2,041	7,500	4,000	4,000	4,000
664.000 Interest Income	3,646	1,500	4,300	3,000	3,000
699.000 Operating Transfer In	8,000	8,000	7,200	7,000	7,000
<b>Total Revenue</b>	<b>\$37,291</b>	<b>\$42,000</b>	<b>\$39,500</b>	<b>\$38,000</b>	<b>\$38,000</b>
801.000 Professional Services	\$2,383	\$15,000	\$5,000	\$10,000	\$10,000
831.000 Contractual Repairs & Maint.	180	0	200	\$1,000	\$1,000
964.000 Refunds	600	0	0	\$0	\$0
983.000 Capital Outlay - Sidewalks	51,390	30,000	30,000	\$30,000	\$30,000
984.000 Capital Outlay - Trees	12,776	10,000	10,000	\$10,000	\$10,000
999.000 Operating Transfer Out	0	0	0	0	0
<b>Total Expense</b>	<b>\$67,329</b>	<b>\$55,000</b>	<b>\$45,200</b>	<b>\$51,000</b>	<b>\$51,000</b>
<b>TOTAL STREET IMPROVEMENT</b>	<b>-\$30,038</b>	<b>-\$13,000</b>	<b>-\$5,700</b>	<b>-\$13,000</b>	<b>-\$13,000</b>
Beginning Fund Balance	\$70,448		\$40,410		\$34,710
Projected Ending Fund Balance	\$40,410		\$34,710		\$21,710

Special Revenue Funds

Refuse

The refuse fund records revenues and expenditures relating to refuse collection and disposal. Please see the Refuse Fund Issue Page for more information.

<b>226 Refuse Fund</b>	<b>2007 Actual</b>	<b>2008 Budget</b>	<b>2008 Projected</b>	<b>Manager Budget</b>	<b>Council Approved</b>
402.000 Real & Personal Property Tax	\$260,603	\$271,230	\$271,230	\$275,996	\$275,996
411.000 Delinquent Real Tax	11,723	15,584	15,584	14,173	14,173
420.000 Delinquent Personal Tax	3,608	0	1,000	1,853	1,853
445.000 Tax Penalties & Interest	0	0	0	0	0
614.000 Dumpster Fees	0	0	0	0	0
626.000 Charge for Service	115,005	115,000	115,000	115,000	115,000
643.000 Yard Bags	8,451	10,000	10,000	11,000	11,000
644.000 Trash Bags	343	1,000	500	500	500
664.000 Interest Income	31,026	15,000	20,000	12,000	12,000
671.000 Other Revenue	0	0	0	0	0
699.000 Operating Transfer In	0	0	0	0	0
<b>Total Revenue</b>	<b>\$430,759</b>	<b>\$427,814</b>	<b>\$433,314</b>	<b>\$430,522</b>	<b>\$430,522</b>
755.000 Yard Bags	\$10,536	\$12,000	\$18,000	\$13,000	\$13,000
799.000 Miscellaneous Expense	7,699	0	1,500	1,500	1,500
820.000 Administration	40,000	41,200	41,200	41,055	41,055
826.000 Refuse Contract Fees	253,076	250,000	240,000	247,000	247,000
827.000 Municipal Refuse Fees	10,256	12,000	18,000	18,000	18,000
828.000 Trash Haul Contract Fees	35,333	40,000	35,000	36,000	36,000
829.000 Trash Haul City	31,680	40,000	31,000	31,000	31,000
999.000 Operating Transfer Out	75,000	70,000	70,000	80,000	80,000
<b>Total Expenses</b>	<b>\$463,581</b>	<b>\$465,200</b>	<b>\$454,700</b>	<b>\$467,555</b>	<b>\$467,555</b>
<b>TOTAL REFUSE</b>	<b>-\$32,822</b>	<b>-\$37,386</b>	<b>-\$21,386</b>	<b>-\$37,033</b>	<b>-\$37,033</b>
Beginning Fund Balance	\$460,189		\$427,366		\$405,980
Projected Ending Fund Balance	\$427,366		\$405,980		\$368,948

Special Revenue Funds

Building Inspector



This fund accounts for the activities of the building inspector. It is a State mandated fund. Municipalities are not allowed to use the building inspection function as a revenue generator; rather, it should be run as a break-even operation. The City's building inspector splits his time between the building inspector and general fund; however, his wages are paid from the general fund. The administration fee is paid to the general fund to reimburse it for these wages and benefits. If it is a slow year for issuing permits, the amount of the administration fee will be reduced accordingly. The Building Inspector also handles enforcement of the blight ordinance and facility management\maintenance duties at City Hall & the Ramsdell Theatre.

<b>249 Building Inspector</b>	<b>2007 Actual</b>	<b>2008 Budget</b>	<b>2008 Projected</b>	<b>Manager Budget</b>	<b>Council Adopted</b>
629.000 Charge for Serv - Inspections	\$0	\$0	\$0	\$0	\$0
633.000 Charge for Service - Permits	47,857	24,000	18,000	37,000	37,000
664.000 Interest Income	1,078	50	500	0	0
671.000 Other Revenue	0	0	0	0	0
<b>Total Revenues</b>	<b>\$48,935</b>	<b>\$24,050</b>	<b>\$18,500</b>	<b>\$37,000</b>	<b>\$37,000</b>
728.000 Operating Expense	\$1,666	\$1,000	\$1,000	\$1,300	\$1,300
735.000 Periodicals & Publications	0	650	650	650	650
820.000 Administration	40,000	17,000	17,000	30,000	30,000
831.000 Contractual Repairs & Maint	670	0	690	725	725
860.000 Travel & Training Expense	1,240	3,000	2,000	1,500	1,500
865.000 Vehicle Allowance	0	1,800	1,800	1,800	1,800
870.000 Memberships & Dues	60	325	325	325	325
880.000 Education	0	0	0	0	0
900.000 Printing/Publishing	0	75	75	75	75
930.000 Repairs\Maint - Vehicles & Equipment	0	0	0	0	0
957.000 Motor Pool	0	0	0	0	0
964.000 Refunds	0	0	0	0	0
970.000 Capital Outlay	0	0	0	0	0
<b>Total Expenses</b>	<b>\$43,636</b>	<b>\$23,850</b>	<b>\$23,540</b>	<b>\$36,375</b>	<b>\$36,375</b>
<b>TOTAL BUILDING INSPECTOR</b>	<b>\$5,299</b>	<b>\$200</b>	<b>-\$5,040</b>	<b>\$625</b>	<b>\$625</b>
Beginning Fund Balance	\$2,939		\$8,237		\$3,197
Projected Ending Fund Balance			\$8,237		\$3,822

Special Revenue Funds

Maple Street Bridge



This fund accounts for revenue received from commercial vessels that require after hour bridge openings. It was established pursuant to the City of Manistee bridge opening policy. The purpose of the fund is to build money to help offset repairs and maintenance on the bridge. The Maple Street Bridge is one of only a handful of bascule bridges in the State. It is in need of major electrical repairs and upgrades. The City recently received a \$341,500 federal appropriation and \$500,000 from the State of Michigan

Local Bridge Fund to assist in these repairs. Phase I consisted of all engineering and laying a new electrical line under the Manistee River. It was completed in 2007. Phase II consists of replacing controls and equipment at the bridge house and is estimated to cost \$500,000. This should be completed by early 2009.

<b>211 Maple Street Bridge Fund</b>	<b>2007 Actual</b>	<b>2008 Budget</b>	<b>2008 Projected</b>	<b>Manager Budget</b>	<b>Council Adopted</b>
539.000 Grant Revenue	\$155,257	\$500,000	\$0	\$500,000	\$500,000
626.000 Charge for Service	5,100	5,000	8,000	\$8,000	\$8,000
664.000 Interest Income	411	250	50	\$250	\$250
699.000 Operating Transfer In	20,000	0	0	\$0	\$0
<b>Total Revenues</b>	<b>180,767</b>	<b>505,250</b>	<b>8,050</b>	<b>508,250</b>	<b>508,250</b>
801.000 Professional Services	\$0	\$5,000	\$5,000	\$5,000	\$5,000
970.000 Capital Outlay	188,005	500,000	0	\$500,000	\$500,000
999.000 Operating Transfer Out	0	0	0	\$0	\$0
<b>Total Expenditures</b>	<b>\$188,005</b>	<b>\$505,000</b>	<b>\$5,000</b>	<b>\$505,000</b>	<b>\$505,000</b>
<b>TOTAL MAPLE STREET BRIDGE FUND</b>	<b>-\$7,238</b>	<b>\$250</b>	<b>\$3,050</b>	<b>\$3,250</b>	<b>\$3,250</b>
Beginning Fund Balance	\$8,464		\$1,227		\$4,277
Projected Ending Fund Balance	\$1,227		\$4,277		\$7,527

Special Revenue Funds

Riverwalk Maintenance



The Manistee Riverwalk is one of the City's crown jewels. Stretching from US-31 all the way to Lake Michigan, the walk is nearly two miles long. This Riverwalk Maintenance fund was established by a \$100,000 allotment from the DDA several years ago. Its purpose is to allow for a reserve to maintain and/or repair the Riverwalk as needed. Recent repairs have included replacing aging decking and repainting the handrail. This year's budget anticipates more handrail painting and deck sealing.

213 Riverwalk Maintenance Fund	2007 Actual	2008 Budget	2008 Projected	Manager Budget	Council Adopted
664.000 Interest Income	\$4,714	\$3,500	\$3,500	\$3,500	\$3,500
699.000 Operating Transfer In	0	0	0	10,000	10,000
<b>Total Revenues</b>	<b>\$4,714</b>	<b>\$3,500</b>	<b>\$3,500</b>	<b>\$13,500</b>	<b>\$13,500</b>
728.000 Operating Expense	\$0	\$0	\$0	\$0	\$0
831.000 Contractual Repairs & Maint.	14,550	10,000	10,000	15,000	15,000
930.000 Repair & Maint - Vehicles\Equip	12,087	1,000	1,000	18,000	18,000
970.000 Capital Outlay	0	0	0	0	0
<b>Total Expenditures</b>	<b>\$26,637</b>	<b>\$11,000</b>	<b>\$11,000</b>	<b>\$33,000</b>	<b>\$33,000</b>
<b>TOTAL RIVERWALK MAINTENANCE FUND</b>	<b>-\$21,923</b>	<b>-\$7,500</b>	<b>-\$7,500</b>	<b>-\$19,500</b>	<b>-\$19,500</b>
Beginning Fund Balance	\$102,730		\$80,807		\$73,307
Projected Ending Fund Balance	\$80,807		\$73,307		\$53,807

Special Revenue Funds

Ramsdell Theatre



This fund accounts for the operations of the Ramsdell Theatre. This is the second full year of the City taking over operations of a building they have owned for more than fifty years. The Ramsdell Governing Authority, appointed by Council, oversees operations of the complex. See the Ramsdell Theatre Issue Page for more details.

296 Ramsdell Theatre Fund	2007 Actual	2008 Budget	2008 Projected	Manager Budget	Council Adopted
539.000 Grant Revenue	\$0	\$0	\$0	\$0	\$0
642.000 Sales	0	12,000	12,000	5,000	5,000
664.000 Interest Income	241	250	250	305	305
667.000 Rental Income	18,250	30,000	28,000	28,000	28,000
671.000 Other Revenue	0	0	0	0	0
674.000 Contributions\Donations	0	0	1,500	0	0
699.000 Operating Transfer In	100,000	65,000	65,000	65,000	65,000
<b>Total Revenues</b>	<b>\$118,491</b>	<b>\$107,250</b>	<b>\$106,750</b>	<b>\$98,305</b>	<b>\$98,305</b>
702.000 Salaries	\$0	\$19,000	\$20,000	\$23,835	\$23,835
704.000 Overtime	0	200	0	0	0
712.001 Costs - Social Security	0	1,317	1,317	1,478	1,478
712.002 Costs - Medicare	0	308	308	346	346
712.007 Costs - FUTA	0	4	4	32	32
712.009 Costs - Workers Compensation	0	200	225	514	514
<b>Employee Costs</b>	<b>\$0</b>	<b>\$21,029</b>	<b>\$21,854</b>	<b>\$26,205</b>	<b>\$26,205</b>
728.000 Office/Operating Expense	\$8,992	\$4,500	\$6,000	\$5,000	\$5,000
799.000 Miscellaneous Expense	0	0	0	0	0
801.000 Professional Services	15,466	24,000	23,000	10,000	10,000
822.000 Insurance	1,671	1,600	1,580	1,600	1,600
831.000 Contractual Repairs & Maint	372	1,000	1,500	1,500	1,500
850.000 Phone	300	400	400	400	400
870.000 Memberships & Dues	0	0	0	0	0
892.500 Marketing Expense	\$270	\$4,000	\$4,000	4,000	4,000
900.000 Printing/Publishing	0	1,000	1,000	1,000	1,000
901.000 Postage	0	200	50	200	200
920.000 Gas	22,520	18,000	20,000	22,000	22,000
922.000 Water	262	350	350	400	400
925.000 Electric	6,963	8,500	5,000	6,000	6,000
930.000 Repairs\Maint - Veh\Equip	30,973	4,406	3,000	5,000	5,000
931.000 Repairs - Building	0	12,000	7,000	10,000	10,000
970.000 Capital Outlay	29,131	5,000	10,000	5,000	5,000
<b>Total Operating Costs</b>	<b>\$116,920</b>	<b>\$84,956</b>	<b>\$82,880</b>	<b>\$72,100</b>	<b>\$72,100</b>
<b>Total Expenditures</b>	<b>\$116,920</b>	<b>\$105,985</b>	<b>\$104,734</b>	<b>\$98,305</b>	<b>\$98,305</b>
<b>TOTAL RAMSDELL THEATRE</b>	<b>\$1,571</b>	<b>\$1,265</b>	<b>\$2,016</b>	<b>\$0</b>	<b>\$0</b>
Beginning Fund Balance	\$2,885		\$4,456		\$6,472
Projected Ending Fund Balance	\$4,456		\$6,472		\$6,472

Special Revenue Funds

PEG Commission



The Manistee Public, Education and Government commission (PEG) is an advisory board that advises the City and Filer Township on matters relating to cable television and public access. They oversee Manistee TV-2 and TV-98, the local public access channels. Keith Brown is the executive director of TV-2. The PEG commission tapes all City Council meetings, as well as many other governmental meetings.

PEG Commission	Commission Requested	Manager Budget	Council Adopted
570.000 Local Grants (City)	\$ 24,000	\$ 20,000	\$ 24,000
570.000 Local Grants	\$ 7,300	\$ 7,300	\$ 7,300
Cable Grant	\$ 6,000	\$ 6,000	\$ 6,000
<b>Total Revenue</b>	<b>\$ 37,300</b>	<b>\$ 33,300</b>	<b>\$ 37,300</b>
728.000 Operating Expense	\$ 965	\$ 965	\$ 965
735.000 Periodicals & Publications	\$ -	\$ -	\$ -
801.000 Professional Services	\$ 29,575	\$ 29,575	\$ 29,575
831.000 Contractual Repairs & Maint.	\$ -	\$ -	\$ -
860.000 Travel & Training Expense	\$ -	\$ -	\$ -
870.000 Memberships & Dues	\$ -	\$ -	\$ -
930.000 Repairs\Maint - Vehicles & Equipment	\$ 600	\$ 600	\$ 600
970.000 Capital Outlay	\$ 6,360	\$ 6,360	\$ 6,360
985.000 Lease Purchase	\$ -	\$ -	\$ -
<b>Operating Costs</b>	<b>\$ 37,500</b>	<b>\$ 37,500</b>	<b>\$ 37,500</b>
<b>TOTAL FINANCE</b>	<b>\$ (200)</b>	<b>\$ (4,200)</b>	<b>\$ (200)</b>
Beginning Fund Balance	\$ 12,749	\$ 12,749	\$ 12,749
Ending Fund Balance	\$ 12,549	\$ 8,549	\$ 12,549

Council elected to honor PEG's request for an additional \$4,000.

Special Revenue Funds

Special Assessment

This fund accounts for revenue received from special assessments levied on property owners. Money received is transferred to the Street Improvement fund and used for things such as sidewalk replacement and tree planting. The City has one outstanding special assessment relating to the River Street\Streetscape project.

<b>280 Special Assessment Fund</b>	<b>2007 Actual</b>	<b>2008 Budget</b>	<b>2008 Projected</b>	<b>Manager Budget</b>	<b>Council Adopted</b>
664.000 Interest Income	\$0	\$0	\$0	\$0	\$0
672.000 Special Assessment Revenue	6,810	7,200	7,200	8,000	8,000
<b>Total Revenues</b>	<b>\$6,810</b>	<b>\$7,200</b>	<b>\$7,200</b>	<b>\$8,000</b>	<b>\$8,000</b>
999.000 Operating Transfer Out	8,000	7,200	7,200	8,000	8,000
<b>Total Expenditures</b>	<b>\$8,000</b>	<b>\$7,200</b>	<b>\$7,200</b>	<b>\$8,000</b>	<b>\$8,000</b>
<b>TOTAL SPECIAL ASSESSMENT FUND</b>	<b>-\$1,190</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Beginning Fund Balance	\$11,410		\$10,220		\$10,220
Projected Ending Fund Balance	\$10,220		\$10,220		\$10,220

Special Revenue Funds

Criminal Justice Training



This fund accounts for revenue received from the State of Michigan for training of our police officers. It can only be used for this purpose. It is used as a supplement to our police training budget in the general fund. In the past, some of these funds have been used to send an officer to the school of staff and command. No one in the department is scheduled for this training in the current year.

<b>266 Criminal Justice Training Fund</b>	<b>2007 Actual</b>	<b>2008 Budget</b>	<b>2008 Projected</b>	<b>Manager Budget</b>	<b>Council Adopted</b>
539.000 State Grant	\$3,125	\$2,900	\$2,900	\$3,000	\$3,000
664.000 Interest Income	64	40	40	\$40	\$40
<b>Total Revenues</b>	<b>\$3,189</b>	<b>\$2,940</b>	<b>\$2,940</b>	<b>\$3,040</b>	<b>\$3,040</b>
860.000 Travel & Training Expense	2,000	3,125	3,125	3,000	3,000
<b>Total Expenditures</b>	<b>\$2,000</b>	<b>\$3,125</b>	<b>\$3,125</b>	<b>\$3,000</b>	<b>\$3,000</b>
<b>TOTAL CRIMINAL JUSTICE FUND</b>	<b>\$1,188</b>	<b>-\$185</b>	<b>-\$185</b>	<b>\$40</b>	<b>\$40</b>
Beginning Fund Balance	\$925		\$2,114		\$1,929
Projected Ending Fund Balance	\$2,114		\$1,929		\$1,969

Special Revenue Funds

Local Revenue Sharing Grant

This fund accounts for grants received from the Local Revenue Sharing Board. This three member board (which has a City representative) distributes money to local units of government as prescribed in a compact with the Little River Band of Ottawa Indians, under which they operate their casino. The mechanism for receiving this money is to apply to the board for grants. The board evaluates these grants and distributes money twice per year. The City has seen a steady decline in the amount of grant dollars received over the past few years. This trend is expected to continue as the tribe expands its non-gaming facilities, and a greater portion of the available grant money must be paid out as payments in lieu of taxes. Grants are typically expended within one year of receipt.

<b>275 Local Revenue Sharing Board Fund</b>	<b>2007 Actual</b>	<b>2008 Budget</b>	<b>2008 Projected</b>	<b>Manager Budget</b>	<b>Council Adopted</b>
570.000 Local Grant Revenue	\$43,000	\$10,000	\$23,730	\$30,000	\$30,000
664.000 Interest Income	0	0	0	0	0
<b>Total Revenues</b>	<b>\$43,000</b>	<b>\$10,000</b>	<b>\$23,730</b>	<b>\$30,000</b>	<b>\$30,000</b>
799.000 Expenditures	\$74,983	\$73,153	\$54,900	\$30,000	\$30,000
<b>Total Expenditures</b>	<b>\$74,983</b>	<b>\$73,153</b>	<b>\$54,900</b>	<b>\$30,000</b>	<b>\$30,000</b>
<b>TOTAL LOCAL REVENUE SHARING FUND</b>	<b>-\$31,983</b>	<b>-\$63,153</b>	<b>-\$31,170</b>	<b>\$0</b>	<b>\$0</b>
Beginning Fund Balance	\$63,153		\$31,170		\$0
Projected Ending Fund Balance	\$31,170		\$0		\$0

Special Revenue Funds

Brownfield Redevelopment Authority



The City created a Brownfield Redevelopment Authority (BRA) as of June 6, 2006. The BRA is considered a component unit of the City, much like the DDA and Housing Commission. The BRA will administer the City's Brownfield program, grants and projects. The BRA was the recent recipient of two EPA grants, one for the evaluation of sites contaminated with petroleum products and one for the evaluation of sites contaminated with hazardous chemicals and materials. Each

grant was for \$197,000 and for a period of three years. The City will act as the fiscal agent for the BRA and will handle all of its finances.

<b>243 Brownfield Authority</b>	<b>2008 Budget</b>	<b>2008 Projected</b>	<b>Manager Budget</b>	<b>Council Adopted</b>
501.000 Federal Grant	\$0	\$10,000	\$200,000	\$200,000
626.000 Charge for Service	0	0	7,000	7,000
<b>Total Revenues</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$207,000</b>	<b>\$207,000</b>
799.000 Miscellaneous Expense	\$0	\$0	\$1,000	\$1,000
Grant Expenses	0	10,000	200,000	\$200,000
820.000 Administration	0	0	3,000	\$3,000
860.000 Travel & Training Expense	0	0	0	\$0
970.000 Capital Outlay	0	0	0	\$0
<b>Total Expenses</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$204,000</b>	<b>\$204,000</b>
<b>TOTAL EPA BROWNFIELD PILOT GRANT</b>	<b>\$0</b>	<b>\$0</b>		<b>\$3,000</b>
Beginning Fund Balance	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>
Projected Ending Fund Balance	<b>\$0</b>	<b>\$0</b>		<b>\$3,000</b>

Special Revenue Funds

Cool Cities Blueprint Grant



In the fall of 2005 the City was the recipient of a Cool Cities Blueprint for Neighborhoods grant. We were one of only three communities across the state to be selected. Residents should be proud of the fact that the City is recognized statewide as a progressive, up-and-coming community. The grant will provide funding for infrastructure improvements at the east end of River Street on the Peninsula. The amount of the grant has yet to be determined, but should be in the range of \$200,000-\$300,000. The City matched \$24,500 in planning costs in FY 2007.

281 Cool Cities Blueprints	2007 Actual	2007 Budget	2008 Projected	Manager Budget	Council Adopted
539.000 State Grant Revenue	\$0	\$300,000	\$0	\$300,000	\$300,000
699.000 Operating Transfer in	\$24,500	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$24,500</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$300,000</b>
799.000 Miscellaneous Expense	\$0	\$0	\$0	\$0	\$0
810.000 Prof Services - Engineering	24,500	0	0	0	0
860.000 Travel & Training Expense	0	0	0	0	0
970.000 Capital Outlay	0	300,000	0	300,000	300,000
<b>Total Expenses</b>	<b>\$24,500</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$300,000</b>
<b>TOTAL COOL CITIES BLUEPRINT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Beginning Fund Balance	\$0	\$0	\$0	\$0	\$0
Projected Ending Fund Balance	\$0	\$0	\$0	\$0	\$0

Special Revenue Funds

Man-Made Lake

The Man-Made Lake fund was established in March of 2007 to account donations to, and the overall finances of, the Man-Made Lake acquisition project. The City was awarded a \$2,016,000 million dollar grant from the Michigan Natural Resources Trust Fund in the fall of 2007. This grant, coupled with private fundraising, public dollars and generous landowner donation made the project a success. The acquisition is expected to close in the fall of 2008.



<b>286 Man Made Lake Fund</b>	<b>2007 Actual</b>	<b>2008 Budget</b>	<b>2008 Projected</b>	<b>Manager Budget</b>	<b>Council Adopted</b>
539.000 State Grant Revenue	\$145,425	\$2,261,250	\$0	\$2,016,000	\$2,016,000
642.000 Sales	0	0	6,260	0	0
664.000 Interest Income	0	0	5,500	1,500	1,500
674.000 Contributions\Donations	0	0	44,000	100,000	100,000
699.000 Operating Transfer In	0	0	0	100,000	100,000
<b>Total Revenues</b>	<b>\$145,425</b>	<b>\$2,261,250</b>	<b>\$55,760</b>	<b>\$2,217,500</b>	<b>\$2,217,500</b>
799.000 Miscellaneous Expense	\$0	\$0	\$0	\$0	\$0
801.000 Prof Services	0	0	0	\$18,685	\$18,685
970.000 Capital Outlay	0	2,550,000	0	\$2,400,000	\$2,400,000
<b>Total Expenses</b>	<b>\$0</b>	<b>\$2,550,000</b>	<b>\$0</b>	<b>\$2,418,685</b>	<b>\$2,418,685</b>
<b>TOTAL MAN MADE LAKE</b>	<b>\$145,425</b>	<b>-\$288,750</b>	<b>\$55,760</b>	<b>-\$201,185</b>	<b>-\$201,185</b>
Beginning Fund Balance	\$0		\$145,425		\$201,185
Projected Ending Fund Balance	\$145,425		\$201,185		\$0

Capital Project Funds

Capital Improvement Fund



The Capital Improvement fund was established in 2005 to set aside money for capital improvements throughout the City. Its primary source of revenue is the interest earnings from the Oil & Gas fund. Recent projects include the Fifth Avenue Beach House, Duffy Park soccer drainage, Sands Park Tennis court resurfacing and a Fire Station furnace. See the Capital Improvement Fund Issue Page for further details.

430 Capital Improvement Fund	2007 Actual	2008 Budget	2008 Projected	Manager Budget	Council Adopted
664.000 Interest Income	\$14,021	\$10,000	\$5,000	\$5,000	\$5,000
671.000 Other Revenue		5,000	0	0	\$0
674.000 Contributions\Donations	14,000	0	0	0	\$0
676.000 Reimbursement	0	0	9,784	0	\$0
699.000 Operating Transfer In	290,000	175,000	175,000	200,000	\$200,000
<b>Total Revenues</b>	<b>\$318,021</b>	<b>\$190,000</b>	<b>\$189,784</b>	<b>\$205,000</b>	<b>\$205,000</b>
799.000 Miscellaneous Expense	\$74	\$0	\$0	\$0	\$0
801.000 Professional Services	0	0	0	0	\$0
970.000 Capital Outlay	135,428	167,500	263,232	288,000	\$248,000
999.000 Operating Transfer Out	20,000	0	0	0	\$0
<b>Total Expenditures</b>	<b>\$155,502</b>	<b>\$167,500</b>	<b>\$263,232</b>	<b>\$288,000</b>	<b>\$248,000</b>
<b>TOTAL CAPITAL IMPROVEMENT</b>	<b>\$162,519</b>	<b>\$22,500</b>	<b>-\$73,448</b>	<b>-\$83,000</b>	<b>-\$43,000</b>
Beginning Fund Balance	\$262,000		\$262,000		\$188,552
Projected Ending Fund Balance	\$424,519		\$188,552		\$145,552

Council discussed the Capital Improvement fund budget at length and reduced the budget by \$40,000 by cutting funds for parks enhancements.

Capital Project Funds

Industrial Park

The City’s Industrial Park is located at the end of Washington Street on the north side of town. The Industrial Park fund accounts for the revenue and expenses associated with this park. This fund also pays a portion of the City’s contribution to MECCA, which helps to market the City to potential industries. The park has a number of existing companies and room to accommodate growth. Lots are currently listed at \$6,000 per acre. Staff believes that there needs to be a thorough review of the price per acre in the upcoming fiscal year.



412 Industrial Park Fund	2007 Actual	2008 Budget	2008 Projected	Manager Budget	Council Adopted
664.000 Interest Income	\$8,336	\$2,000	\$1,200	\$500	\$500
673.000 Sale of Asset	0	12,000	11,964	12,000	12,000
<b>Total Revenues</b>	<b>\$8,336</b>	<b>\$14,000</b>	<b>\$13,164</b>	<b>\$12,500</b>	<b>\$12,500</b>
799.000 Miscellaneous Expense	\$0	\$0	\$0	\$0	\$0
892.500 Marketing - AES	15,495	16,100	16,500	16,438	16,438
970.000 Capital Outlay	0	0	0	5,000	5,000
999.000 Operating Transfer Out	140,000	52,000	0	0	0
<b>Total Expenditures</b>	<b>\$155,495</b>	<b>\$68,100</b>	<b>\$16,500</b>	<b>\$21,438</b>	<b>\$21,438</b>
<b>INDUSTRIAL PARK DEVELOPMENT</b>	<b>-\$147,159</b>	<b>-\$54,100</b>	<b>-\$3,336</b>	<b>-\$8,938</b>	<b>-\$8,938</b>
Beginning Fund Balance	\$181,744		\$34,585		\$31,249
Projected Ending Fund Balance	\$34,585		\$31,249		\$22,311

Capital Project Funds

Renaissance Park



The Renaissance Industrial Park is located just east of US-31 on M-55. The Renaissance Park fund accounts for activity relating to the park, including lot sales, marketing and infrastructure. This park was built in 1997 with funding from the Michigan Economic Development Corporation in the form of a loan and grant, as well as with local funds. In 2007, the City successfully met the job creation goal necessary to convert most of the loan balance into a grant.

The remaining balance of \$110,000 was also altered by the MEDC to become a no interest loan. The City will make annual payments of \$5,616 until the loan is paid off. These funds will come from the Renaissance Park fund, Industrial Park fund and General fund, if necessary.

	2007 Actual	2008 Budget	2008 Projected	Manager Budget	Council Adopted
569.001 State Grant	\$0	\$0	\$300	\$0	\$0
664.000 Interest Income	2,384	100	0	100	\$100
671.000 Other Revenue	18	0	18,515	0	\$0
677.000 Sale of Asset	1	0	0	20,000	\$20,000
699.000 Operating Transfer In	140,000	52600	0	0	\$0
<b>Total Revenues</b>	<b>142,403</b>	<b>52,700</b>	<b>18,815</b>	<b>20,100</b>	<b>20,100</b>
799.000 Miscellaneous Expense	\$140,167	\$0	\$0	\$0	\$0
801.000 Professional Services	88,258	0	375	5,000	\$5,000
992.002 Renaissance Park Loan Principa	0	52600	5,616	5,616	\$5,616
<b>Total Expenditures</b>	<b>228,425</b>	<b>52,600</b>	<b>5,991</b>	<b>10,616</b>	<b>10,616</b>
<b>TOTAL RENAISSANCE PARK</b>	<b>-\$86,022</b>	<b>\$100</b>	<b>\$12,824</b>	<b>\$9,484</b>	<b>\$9,484</b>
Beginning Fund Balance	\$95,910		\$9,888		\$22,712
Projected Ending Fund Balance	\$9,888		\$22,712		\$32,196

Debt Service Funds

Debt Service

This fund serves as a central fund to account for all of the City's outstanding debt, except for Water & Sewer Utility debt. It receives monies from the funds which the debt is associated with and makes payments according to a fixed schedule. The fund also pays some bank (paying agent) fees for debt administration. More information on the City's Debt can be obtained in the Appendix.

<b>351 Debt Service Fund</b>	<b>2007 Actual</b>	<b>2008 Budget</b>	<b>2008 Projected</b>	<b>Manager Budget</b>	<b>Council Adopted</b>
664.000 Interest Income	\$235	\$0	\$0	\$150	\$150
671.000 Other Revenue	0	0	0	0	\$0
686.000 DDA Remittance	147,560	143,998	143,998	145,216	\$145,216
699.000 Operating Transfer In	315,501	319,416	319,416	322,845	\$322,845
<b>Total Revenues</b>	<b>\$463,296</b>	<b>\$463,414</b>	<b>\$463,414</b>	<b>\$468,211</b>	<b>\$468,211</b>
801.000 Professional Services	\$0	\$0	\$0	\$0	\$0
960.000 Bank Charges	850	1,300	850	\$850	\$850
992.001 1996 Riverwalk Principal	0	0	0	\$0	\$0
992.003 Bond Principal (1999 MDOT)	95,000	95,000	95,000	\$100,000	\$100,000
992.004 Bond Principal (1999 DDA)	75,000	75,000	75,000	\$80,000	\$80,000
992.005 2003 Cap Imp Prin	65,000	75,000	75,000	\$80,000	\$80,000
997.001 1996 Riverwalk Interest	0	0	0	\$0	\$0
997.003 Bond Interest (1999 MDOT)	48,445	44,028	44,028	\$39,395	\$39,395
997.004 Bond Interest (1999 DDA)	72,560	68,998	68,998	\$65,216	\$65,216
997.005 2003 Cap Imp Int	107,056	105,388	105,388	\$103,450	\$103,450
999.000 Operating Transfers Out	0	0	0	0	0
<b>Total Expenditures</b>	<b>\$463,911</b>	<b>\$464,714</b>	<b>\$464,264</b>	<b>\$468,911</b>	<b>\$468,911</b>
<b>TOTAL DEBT SERVICE FUND</b>	<b>-\$615</b>	<b>-\$1,300</b>	<b>-\$850</b>	<b>-\$700</b>	<b>-\$700</b>
Beginning Fund Balance	\$8,456		\$7,842		\$5,462
Projected Ending Fund Balance	\$7,842		\$5,462		\$4,762

**CITY OF MANISTEE**  
**2008-2008 GENERAL APPROPRIATIONS ACT**  
**BUDGET ADOPTION LIST**

It was moved by \_\_\_\_\_, supported by \_\_\_\_\_, that the City of Manistee Budgets for the fiscal year 2008-2009 be adopted as presented by the City Manager on March 14, 2008 and modified by Council work sessions including tax levy, capital outlay, appropriations, schedule of fees and other matters included in the following expenditures:

<b>GENERAL FUND</b>	<b>MANAGER REQUESTED</b>	<b>COUNCIL APPROVED</b>
<b>101 - GENERAL FUND**</b>		
Total Revenue	\$ 5,262,571	\$ 5,262,571
Total Expense	\$ 5,248,267	\$ 5,286,572
100 - General Government	\$ 520,920	\$ 551,725
101 - Legislative	\$ 44,271	\$ 47,771
172 - Manager	\$ 200,961	\$ 200,961
215 - Clerk	\$ 185,198	\$ 185,198
253 - Finance	\$ 232,172	\$ 232,172
257 - Assessor	\$ 180,640	\$ 180,640
265 - Municipal Buildings	\$ 163,600	\$ 163,600
266 - Attorney	\$ 87,500	\$ 87,500
285 - Engineer	\$ 36,000	\$ 36,000
290 - Boards and Commissions	\$ 17,525	\$ 17,525
301 - Police	\$ 1,041,684	\$ 1,041,684
336 - Fire	\$ 705,364	\$ 705,364
441 - Public Works	\$ 1,027,632	\$ 1,027,632
748 - Community Development	\$ 243,600	\$ 243,600
751 - Parks and Recreation	\$ 401,842	\$ 401,842
801 - Appropriations	\$ 159,357	\$ 163,357

	<b>MANAGER REQUESTED</b>	<b>COUNCIL APPROVED</b>
<b>ENTERPRISE FUNDS</b>		
<b>573 - WATER &amp; SEWER FUND**</b>		
Revenue	\$ 3,240,116	\$ 3,240,116
Expenses	\$ 3,593,200	\$ 3,593,200
<b>594 - MUNICIPAL MARINA FUND</b>		
Revenue	\$ 182,000	\$ 182,000
Expense	\$ 181,383	\$ 181,383
<b>508 - BOAT RAMP FUND</b>		
Revenue	\$ 60,750	\$ 60,750
Expense	\$ 51,150	\$ 51,150
<b>SPECIAL REVENUE FUNDS</b>		
<b>245 - PUBLIC IMPROVEMENT FUND</b>		
Revenue	\$ 308,000	\$ 308,000
Expense	\$ 234,000	\$ 234,000
<b>202 - MAJOR STREET FUND**</b>		
Revenue	\$ 514,000	\$ 514,000
Expense	\$ 421,771	\$ 421,771
<b>203 - LOCAL STREET FUND</b>		
Revenue	\$ 135,000	\$ 135,000
Expense	\$ 124,000	\$ 124,000
<b>204 - STREET IMPROVEMENT FUND**</b>		
Revenue	\$ 38,000	\$ 38,000
Expense	\$ 51,000	\$ 51,000
<b>226 - REFUSE FUND**</b>		
Revenue	\$ 430,522	\$ 430,522
Expense	\$ 467,500	\$ 467,500
<b>249 - BUILDING INSPECTOR</b>		
Revenue	\$ 37,000	\$ 37,000
Expense	\$ 36,375	\$ 36,375

	<b>MANAGER REQUESTED</b>	<b>COUNCIL APPROVED</b>
<b>SPECIAL REVENUE FUNDS</b>		
<b>211 - MAPLE STREET BRIDGE FUND</b>	\$ 508,250	\$ 508,250
Revenue	\$ 505,000	\$ 505,000
Expense		
<b>213 - RIVERWALK MAINTENANCE FUND**</b>		
Revenue	\$ 13,500	\$ 13,500
Expense	\$ 33,000	\$ 33,000
<b>296 - RAMSDELL THEATRE FUND</b>		
Revenue	\$ 98,305	\$ 98,305
Expense	\$ 98,305	\$ 98,305
<b>280 - SPECIAL ASSESSMENT FUND</b>		
Revenue	\$ 8,000	\$ 8,000
Expense	\$ 8,000	\$ 8,000
<b>281 - COOL CITIES BLUEPRINT FUND</b>		
Revenue	\$ 300,000	\$ 300,000
Expense	\$ 300,000	\$ 300,000
<b>286 - MAN MADE LAKE FUND**</b>		
Revenue	\$ 2,217,500	\$ 2,217,500
Expense	\$ 2,418,685	\$ 2,418,685
<b>266 - CRIMINAL JUSTICE TRAINING FUND</b>		
Revenue	\$ 3,040	\$ 3,040
Expense	\$ 3,000	\$ 3,000
<b>275 - LOCAL REVENUE SHARING GRANT</b>		
Revenue	\$ 30,000	\$ 30,000
Expense	\$ 30,000	\$ 30,000
<b>243 - BROWNFIELD REDEVELOPMENT AUTHORITY</b>		
Revenue	\$ 207,000	\$ 207,000
Expense	\$ 204,000	\$ 204,000

	MANAGER REQUESTED	COUNCIL APPROVED
<b>CAPITAL PROJECT FUNDS</b>		
<b>430 - CAPITAL IMPROVEMENT FUND**</b>		
Revenue	\$ 205,000	\$ 205,000
Expense	\$ 288,000	\$ 248,000
<b>412 - INDUSTRIAL PARK **</b>		
Revenue	\$ 12,500	\$ 12,500
Expense	\$ 21,438	\$ 21,438
<b>490 - RENAISSANCE PARK</b>		
Revenue	\$ 20,100	\$ 20,100
Expense	\$ 10,616	\$ 10,616
<b>DEBT SERVICE FUNDS</b>		
<b>351 - DEBT SERVICE FUND **</b>		
Revenue	\$ 468,211	\$ 468,211
Expense	\$ 468,911	\$ 468,911
<b>INTERNAL SERVICE FUNDS</b>		
<b>661 - MOTOR POOL FUND**</b>		
Revenue	\$ 288,500	\$ 288,500
Expense	\$ 265,615	\$ 265,615

The Manistee City Council hereby establishes a property tax levy of 16.9457 mills for General Fund operations and 1.5 mills for Refuse Fund operations for the 2008-2009 fiscal year. Water and Sewer consumption charges are established at \$2.48 and \$4.97 per 1,000 gallons respectively for bills issued after July 1, 2008.

Adopted by the Manistee City Council on May 6, 2008.

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Cynthia A. Fuller, Mayor

ATTEST:

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Michelle Wright, City Clerk

Schedule of Fees

	Current	Proposed
<b>BUSINESS FEES \ REGISTRATION</b>		
AMUSEMENT LICENSE		
Phonographs	\$ 5.00	\$ 5.00
Bowlers	\$ 10.00	\$ 10.00
Pool Tables	\$ 10.00	\$ 15.00
BUSINESS REGISTRATION	\$ 50.00	\$ 75.00
GOING OUT OF BUSINESS	\$ 50.00	\$ 50.00
BICYCLE LICENSE	\$ 0.50	\$ -
STREET PERFORMERS	\$ -	\$ -
TAX ABATEMENT / EXEMPTION	\$ 1,000.00	\$ 1,000.00
VENDORS	\$ 10.00	\$ 10.00

**SERVICES \ RENTAL**

PERSONNEL CHARGES (per hour)		
Supervisory	\$ 35.00	\$ 40.00
Regular Full Time	\$ 25.00	\$ 30.00
EQUIPMENT CHARGES	State published rates	
BANNER PERMIT (River St Arch)	\$ 50.00	\$ 50.00
BRIDGE OPENING (off hours - commercial)	\$ 150.00	\$ 150.00
CLEAN MANISTEE PROGRAM		
Brush Pick Up - First 15 Minutes	\$ -	\$ -
For Each Additional 15 Minutes	\$ 25.00	\$ 30.00
Trash Pick Up - Minimum	\$ 26.00	\$ 30.00
Trash - Per Item	\$ 26.00	\$ 30.00
White Metal - Per Item	\$ 25.00	\$ 30.00
Per Half Cubic Yard	\$ 10.00	\$ 15.00
	Actual Charges to be Billed with Labor	
MEETING ROOM RENTAL		
First Hour	\$ 50.00	\$ 50.00
each addl hour	\$ 20.00	\$ 25.00
MEMORIAL BENCHES		
(whole)	\$ 635.00	\$ 650.00
(half bench)	\$ 340.00	\$ 350.00
(picnic table)	\$ 180.00	\$ 200.00
WEDDINGS	\$ 50.00	\$ 50.00
WEED CUTTING	Per Person / Per Hour + Equipment Charges	
HANDGUN APPLICATIONS	\$ 5.00	\$ 5.00
RETURN CHECK FEE	\$ 20.00	\$ 30.00
ROAD BREAKAGE DEPOSIT	\$ 600.00	\$ 600.00
	(deposit applied to actual and remainder billed)	

**MARINA \ BOAT RAMP**

MARINA	Rates Set by State of Michigan	
BOAT RAMP		
Daily	\$ 5.00	\$ 5.00
Resident Seasonal	\$ 25.00	\$ 35.00
Non-Resident Seasonal	\$ 35.00	\$ 35.00

Schedule of Fees

**PARKING VIOLATIONS (Ord. Ch. 430)**

Alternate Parking	\$	40.00	\$	40.00
after 14 days	\$	100.00	\$	100.00
Handicap Violations	\$	50.00	\$	50.00
after 4 days	\$	100.00	\$	100.00
Overtime Parking				
Overtime Parking	\$	40.00	\$	40.00
after 14 days	\$	100.00	\$	100.00

**DOCUMENTS & COPIES**

ZONING ORDINANCE	\$	35.00	\$	75.00
MASTER PLAN	\$	40.00	\$	75.00
CHARTER	\$	12.00	\$	20.00
CODE OF ORDINANCES	\$	50.00	\$	80.00
BUDGET	\$	50.00	\$	50.00
AUDIT	\$	40.00	\$	40.00
COPIES				
first page	\$	1.00	\$	1.00
each addl page	\$	0.25	\$	0.50
Police / Fire Reports	\$	3.00	\$	5.00
Pol/Fire - each addl page	\$	0.25	\$	0.50
FAX				
first page	\$	5.00	\$	5.00
each addl page	\$	1.00	\$	1.00
VOTER REGISTRATION LIST				
1 District - Electronic	\$	10.00	\$	10.00
1 District - Paper	\$	15.00	\$	15.00
All Districts - Electronic	\$	15.00	\$	15.00
All Districts - Paper	\$	25.00	\$	25.00

**REFUSE RATES (monthly)**

Curbside Recycling	\$	4.00	\$	4.00
Residential				
1-2 Bags / week	\$	2.00	\$	2.00
3-6 Bags / week	\$	4.00	\$	4.00
Tidy Tote / week	\$	6.00	\$	6.00
Commercial				
1-2 Bags / week	\$	2.00	\$	2.00
3-6 Bags / week	\$	4.00	\$	4.00
3-6 Bags twice/ week	\$	8.00	\$	8.00
Tidy Tote / week	\$	6.00	\$	6.00
Apartments				
Tidy Tote / week	\$	6.00	\$	6.00
3-6 Bags / week- each Unit	\$	3.50	\$	3.50
Extra Bags	\$	1.50	\$	2.00
Yard Waste bags	\$	2.00	\$	3.00

Schedule of Fees

**WATER / SEWER RATES (monthly)**

Metered Water (per 1,000)	\$	2.16		
Metered Sewer (per 1,000)	\$	4.32		
Bonded Debt		varies		
Escrow Deposit	\$	200.00	\$	200.00
Unmetered Water	\$	15.00	\$	15.00
Unmetered Sewer	\$	45.00	\$	45.00
Turn On / Off Service	\$	75.00	\$	75.00
After Hours Service Call	\$	75.00	\$	75.00
Sprinkling Meter 5/8"	\$	90.00	\$	90.00
New Water Connection	\$	1,000.00	\$	1,000.00
New Sewer Connection	\$	1,000.00	\$	1,000.00
Utility Extension - Connection to New Line	\$	1,000.00	\$	1,000.00
Additional Meter Installation	\$	50.00	\$	50.00
WWTP - accept contaminated discharge/gal	\$	0.03	+ operator cost \$25/hr	
(after hours rate)	\$	0.05	+ operator cost \$45/hr	
WWTP - Industrial Pretreatment Program		varies		

**OTHER**

Utility Connection - per lot				
- Sweetnam & Lakeview Subdivision	\$	2,050.00	\$	2,050.00
+ Sewer Lift Station charge per/unit	\$	250.00	\$	250.00
Industrial Park lots	\$	6,000.00	\$	6,000.00
Renaissance Park lots	\$	6,000.00	\$	6,000.00

**CIVIL INFRACTIONS (Ord. Ch. 203)**

*See Ord.202.99 - \$500 max*

		First Offense	Additional Offense within 30 Days
Chapter 415 - Abandoned Vehicles, etc.	\$	100.00	
Section 606.10 - Nuisances by Animals	\$	50.00	\$ 250.00
Chapter 654 - Nuisances	\$	50.00	\$ 250.00
Section 662.02 - Noise Creating Activities	\$	50.00	\$ 250.00
Section 670.03 - Swimming in River	\$	50.00	\$ 250.00
Chapter 1022 - Excavations	\$	50.00	\$ 250.00
Chapter 1024 - Sidewalks	\$	50.00	\$ 250.00
Chapter 1026 - Trees	\$	50.00	\$ 250.00
Chapter 1062 - Parks and Recreation	\$	50.00	\$ 250.00
Part Twelve/Title Six - Zoning Ordinance	\$	50.00	\$ 250.00
Part Fourteen - Building & Housing Codes	\$	100.00	\$ 500.00
Chapter 1610 - Fire Prevention Code	\$	50.00	\$ 500.00
Other Unspecified	\$	50.00	\$ 250.00

Schedule of Fees

**PLANNING & ZONING \ BUILDING \ RENTAL**

CONSTRUCTION BOARD OF APPEALS	\$	100.00	\$	150.00	
DRIVEWAY PERMITS	\$	10.00	\$	25.00	
FENCE PERMITS	\$	10.00	\$	25.00	
PARCEL COMBINATION	\$	25.00	\$	50.00	
PARCEL SPLIT/COMBINATION					
First	\$	50.00	\$	100.00	
Each Additional	\$	25.00	\$	50.00	
MAPS					
Medium	\$	1.50	\$	2.00	
Large	\$	3.00	\$	4.00	
SIGN PERMITS	\$	25.00	\$	50.00	
RESIDENTIAL LAND USE PERMITS					
under 200 sq ft	\$	10.00	\$	25.00	
over 200 sq ft	\$	10.00	\$	75.00	
COMMERCIAL LAND USE PERMITS	\$	20.00	\$	200.00	
PUD REQUESTS	\$	250.00	\$	750.00	Minimum
STREET/VALLEY VACATION REQUESTS	\$	250.00	\$	750.00	
ZONING ORDINANCE AMENDMENT	\$	250.00	\$	1,000.00	
ZONING BOARD OF APPEALS	\$	250.00	\$	500.00	
SPECIAL USE PERMIT	\$	250.00	\$	750.00	Minimum
HISTORIC DISTRICT PERMITS					
BUILDING PERMITS					State of Michigan Rates
annual renewal	\$	50.00	\$	75.00	
demolition	\$	50.00			
CONSTRUCTION PARKING PERMIT					
per space / per week	\$	10.00	\$	10.00	
RENTAL ORDINANCE					
Registration Certificate (one time)	\$	10.00	\$	10.00	
First Inspection	\$	40.00	\$	40.00	
Compliance Certificate (every 3 yrs)	\$	40.00	\$	40.00	
Additional Units in Building (ea)	\$	20.00	\$	20.00	
					Additional Charges May Apply
SITE PLAN REVIEW					
Level I (new residential, additions, accessory)	\$	10.00	\$	10.00	
Level II (new residential, commercial)	\$	20.00	\$	20.00	
Level III (special use and PUD)	\$	150.00	\$	150.00	

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**Appendix****Elected Officials & Administration**

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**Elected Officials**

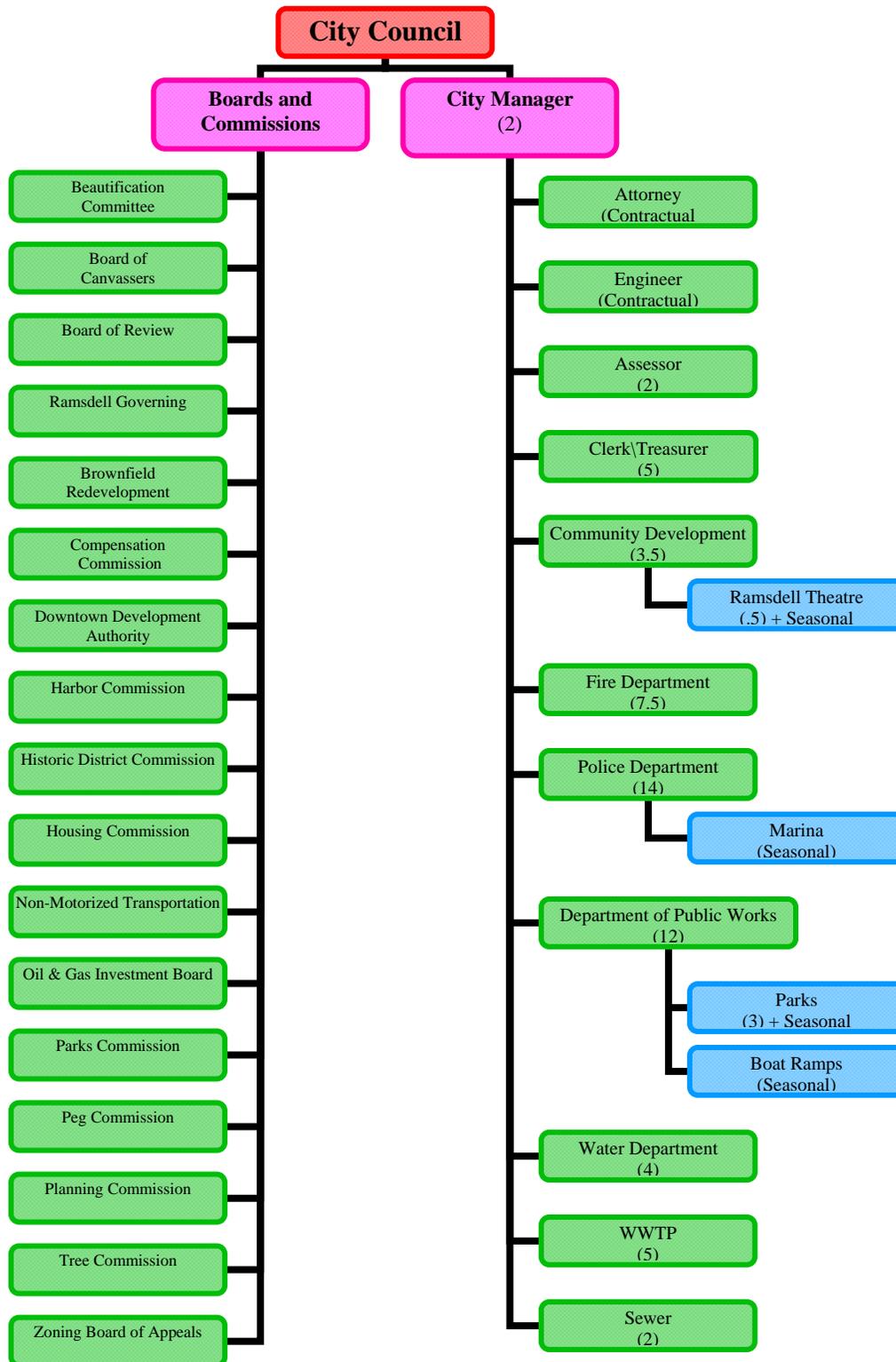
Cyndy Fuller	Mayor	Second District	<a href="mailto:cfuller@harbor-village.com">cfuller@harbor-village.com</a>
Robert Hornkohl	Mayor Pro-Tem	Third District	<a href="mailto:rmhornkohl@sbcglobal.net">rmhornkohl@sbcglobal.net</a>
Colleen Kenny	Councilmember	First District	<a href="mailto:ckenny@packagingcorp.com">ckenny@packagingcorp.com</a>
Ilona Haydon	Councilmember	Fourth District	<a href="mailto:ihaydonj@charter.net">ihaydonj@charter.net</a>
Hank Yonkman	Councilmember	Fifth District	<a href="mailto:hyonkman@yahoo.com">hyonkman@yahoo.com</a>
Richard Mack	Councilmember	Sixth District	<a href="mailto:rlmayor@yahoo.com">rlmayor@yahoo.com</a>
Alan Marshall	Councilmember	Seventh District	<a href="mailto:alupnorth@webtv.net">alupnorth@webtv.net</a>

**Administration**

Mitch Deisch	City Manager	<a href="mailto:mdeisch@ci.manistee.mi.us">mdeisch@ci.manistee.mi.us</a>
Dave Bachman	Police Chief	<a href="mailto:dbachman@ci.manistee.mi.us">dbachman@ci.manistee.mi.us</a>
Julie Beardslee	Assessor	<a href="mailto:jbeardslee@ci.manistee.mi.us">jbeardslee@ci.manistee.mi.us</a>
Ed Bradford	Finance Director\Treasurer	<a href="mailto:ebradford@ci.manistee.mi.us">ebradford@ci.manistee.mi.us</a>
Ed Cote	Utilities Director	<a href="mailto:ecote@ci.manistee.mi.us">ecote@ci.manistee.mi.us</a>
Jack Garber	Public Works Director	<a href="mailto:jgarber@ci.manistee.mi.us">jgarber@ci.manistee.mi.us</a>
Jon Rose	Community Development Director	<a href="mailto:jrose@ci.manistee.mi.us">jrose@ci.manistee.mi.us</a>
Sid Scrimger	Fire Chief	<a href="mailto:sscrimger@ci.manistee.mi.us">sscrimger@ci.manistee.mi.us</a>
Michelle Wright	Clerk\Deputy Treasurer	<a href="mailto:mwright@ci.manistee.mi.us">mwright@ci.manistee.mi.us</a>

Appendix

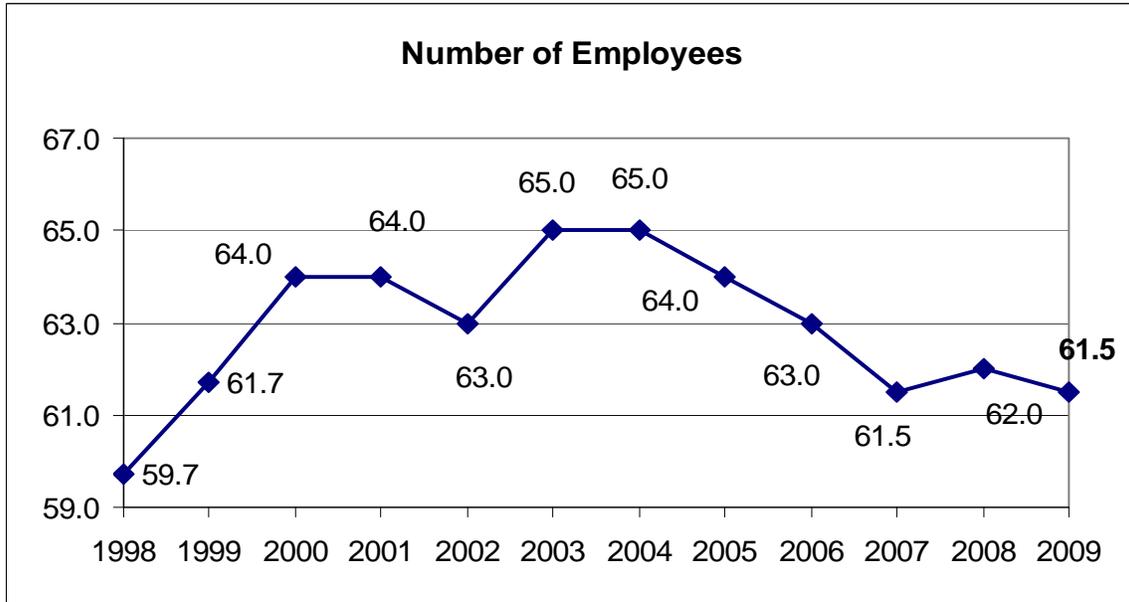
City Organization Chart



Appendix

Number of Employees

The number of City employees over time is listed below. This excludes seasonal employees.

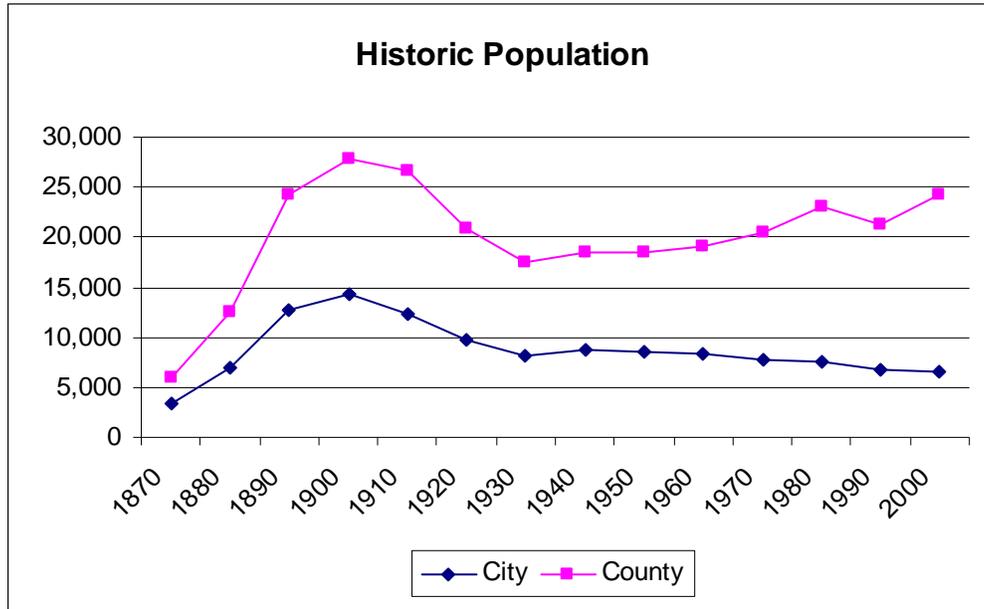


	Actual 1998	Actual 1999	Actual 2000	Actual 2001	Actual 2002	Actual 2003	Actual 2004	Actual 2005	Actual 2006	Actual 2007	Actual 2008	Budget 2009
City Manager	3.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Finance/Clerk/Treasurer	3.0	4.0	4.0	4.0	4.0	4.0	4.5	4.5	4.5	4.5	4.5	5.0
Assessor	1.7	1.7	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Comm Dev/Bldg Insp	2.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.5	3.5	3.5
Municipal Building	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.5	0.5
Police	16.0	17.0	17.0	17.0	17.0	17.0	17.0	16.0	16.0	15.0	15.0	14.0
Fire	8.0	8.0	8.0	8.0	8.0	9.0	9.5	9.5	9.5	8.5	8.5	8.5
Public Works/Bridge	12.0	12.0	12.5	13.5	12.5	12.5	12.5	12.5	12.0	12.0	12.0	12.0
Parks	3.0	3.0	3.5	3.5	3.5	3.5	2.5	2.5	3.0	3.0	3.0	3
<b>General Fund</b>	<b>48.7</b>	<b>50.7</b>	<b>52.0</b>	<b>53.0</b>	<b>52.0</b>	<b>53.0</b>	<b>53.0</b>	<b>52.0</b>	<b>52.0</b>	<b>50.5</b>	<b>51.0</b>	<b>50.5</b>
Administration	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Water	4.5	4.5	4.5	3.5	3.0	4.0	4.0	4.0	3.0	3.0	3.0	3.0
WWTP	3.5	3.5	4.5	4.5	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Sewer	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
<b>Water &amp; Sewer Fund</b>	<b>11.0</b>	<b>11.0</b>	<b>12.0</b>	<b>11.0</b>	<b>11.0</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>
<b>Grand Total:</b>	<b>59.7</b>	<b>61.7</b>	<b>64.0</b>	<b>64.0</b>	<b>63.0</b>	<b>65.0</b>	<b>65.0</b>	<b>64.0</b>	<b>63.0</b>	<b>61.5</b>	<b>62.0</b>	<b>61.5</b>

Appendix

Population

A history of census data counts has been prepared.

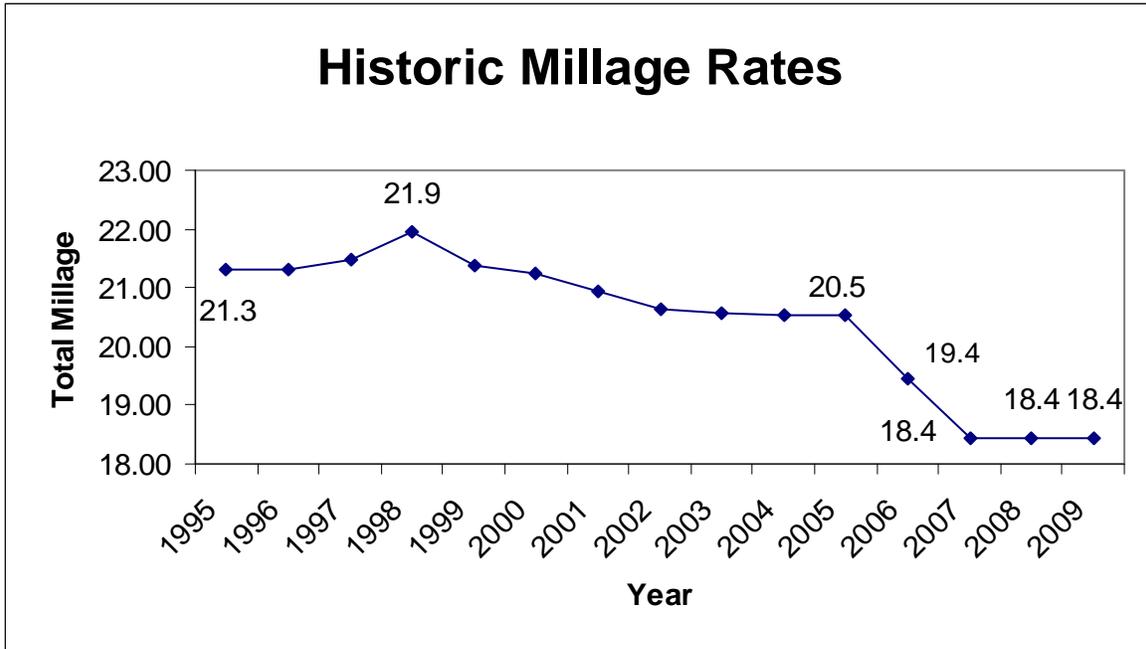


Year	City	County
1870	3,342	5,988
1880	6,930	12,532
1890	12,812	24,233
1900	14,260	27,856
1910	12,381	26,690
1920	9,694	20,899
1930	8,078	17,409
1940	8,694	18,447
1950	8,642	18,524
1960	8,324	19,042
1970	7,723	20,393
1980	7,566	23,019
1990	6,734	21,265
2000	6,586	24,150

Appendix

Millage

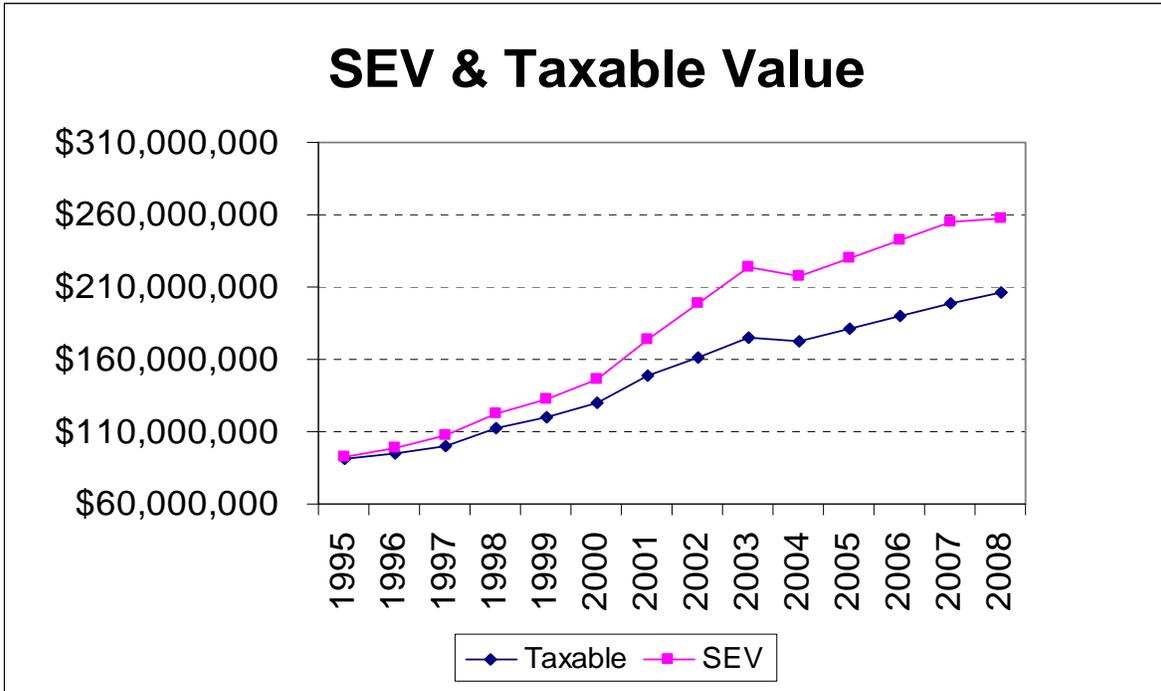
Historic City millage rates are presented below.



	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
<b>General</b>	18.52	18.52	18.52	18.52	18.52	18.50	18.50	18.19	18.13	18.07	18.07	17.95	16.95	16.95	16.95
<b>Refuse</b>	2.78	2.78	2.95	2.78	2.25	2.25	2.00	2.00	2.00	2.00	2.00	1.50	1.50	1.50	1.50
<b>Voted Fire</b>	0.00	0.00	0.00	0.64	0.60	0.50	0.45	0.45	0.45	0.45	0.45	0.00	0.00	0.00	0.00
<b>Total</b>	<b>21.30</b>	<b>21.30</b>	<b>21.47</b>	<b>21.94</b>	<b>21.37</b>	<b>21.25</b>	<b>20.95</b>	<b>20.64</b>	<b>20.58</b>	<b>20.52</b>	<b>20.52</b>	<b>19.45</b>	<b>18.45</b>	<b>18.45</b>	<b>18.45</b>
<b>Reduction Amount</b>		0.00	0.17	0.47	(0.57)	(0.12)	(0.30)	(0.31)	(0.06)	(0.06)	(0.00)	(1.08)	(1.00)	0.00	0.00
<b>Cumulative Reduction</b>		0.00	0.17	0.64	0.07	(0.05)	(0.35)	(0.66)	(0.72)	(0.78)	(0.78)	(1.85)	(2.85)	<b>(2.85)</b>	<b>(2.85)</b>
<b>Percent Change</b>		0.0%	0.8%	2.2%	-2.6%	-0.6%	-1.4%	-1.5%	-0.3%	-0.3%	0.0%	-5.2%	-5.1%	0.0%	0.0%
<b>Cumulative Change</b>		0.0%	0.8%	3.0%	0.4%	-0.2%	-1.6%	-3.1%	-3.3%	-3.6%	-3.6%	-8.9%	-14.0%	<b>-14.0%</b>	<b>-14.0%</b>

Appendix

SEV & Taxable Value

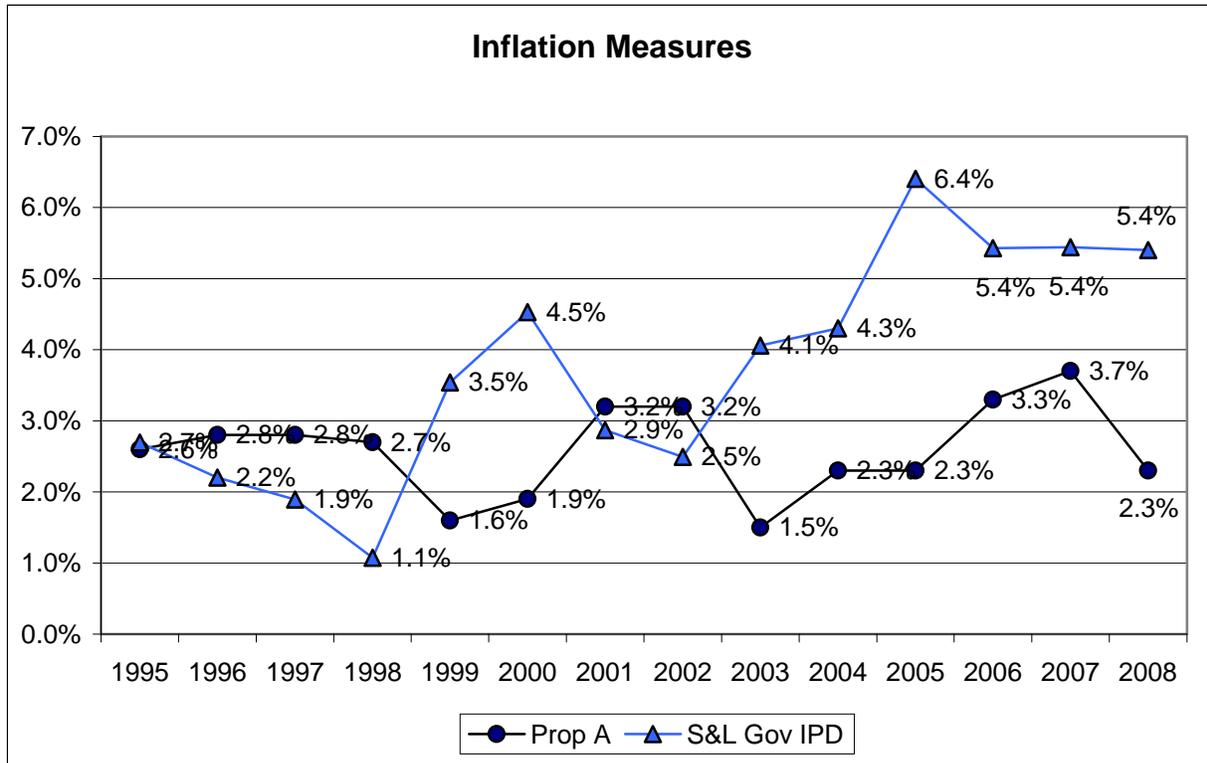


Year	SEV	SEV Growth	Taxable Value	Taxable Value Growth
1990	\$ 69,346,762			
1991	\$ 72,328,192	4.3%		
1992	\$ 74,662,923	3.2%		
1993	\$ 86,335,306	15.6%		
1994	\$ 87,868,352	1.8%		
1995	\$ 92,276,049	5.0%	\$ 91,170,863	
1996	\$ 98,777,799	7.0%	\$ 95,065,215	4.3%
1997	\$ 107,576,400	8.9%	\$ 100,105,513	5.3%
1998	\$ 122,376,906	13.8%	\$ 112,633,190	12.5%
1999	\$ 132,539,856	8.3%	\$ 120,320,668	6.8%
2000	\$ 146,033,156	10.2%	\$ 129,495,380	7.6%
2001	\$ 173,749,756	19.0%	\$ 148,341,437	14.6%
2002	\$ 198,421,736	14.2%	\$ 160,733,605	8.4%
2003	\$ 223,975,606	12.9%	\$ 175,212,684	9.0%
2004	\$ 217,777,056	-2.8%	\$ 172,431,911	-1.6%
2005	\$ 229,542,700	5.4%	\$ 181,139,334	5.0%
2006	\$ 242,067,200	5.5%	\$ 189,639,534	4.7%
2007	\$ 255,567,100	5.6%	\$ 199,258,541	5.1%
2008	\$ 257,566,200	0.8%	\$ 206,631,363	3.7%

Appendix

Inflation Rates

The following graph shows two measures of inflation. The first is the State of Michigan Proposal A rate. This is the rate used in helping determine taxable value and is a rough proxy for City property tax growth. The second is the State and Local Government Implicit Price Deflator, which is a more accurate measure of inflation experienced by units of government.



Appendix

Properties Uncapped

The table below shows the number of properties uncapped (sold, transferred) in the City of Manistee.

Year	Properties Uncapped	Change
2000	274	
2001	240	(34)
2002	245	5
2003	236	(9)
2004	249	13
2005	217	(32)
2006	184	(33)
2007	173	(11)
Average	227	

Appendix

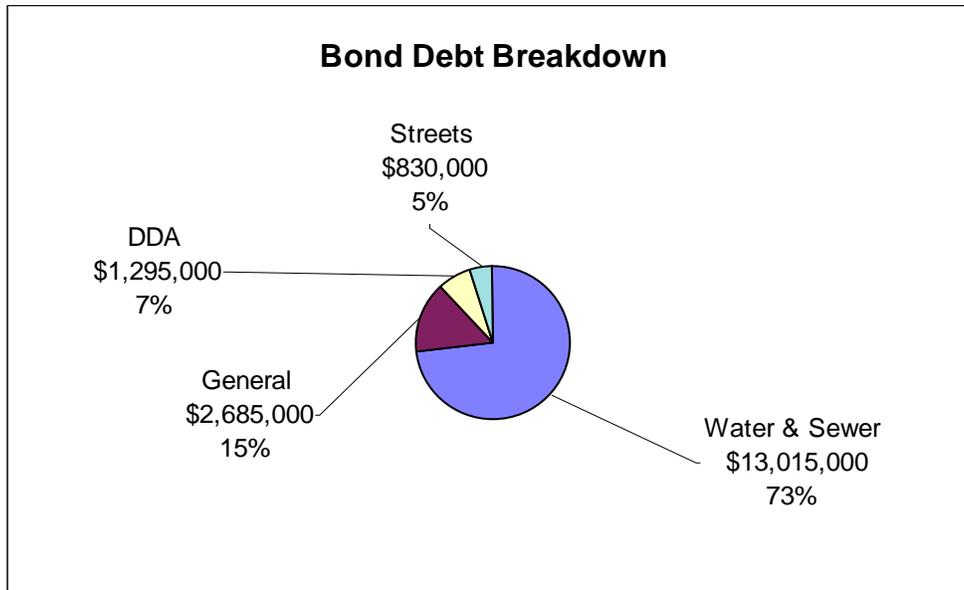
Outstanding Debt

The City has ten outstanding bond issues for a variety of purposes. These bond issues create a first demand on City financial resources, before any discretionary funding. It is necessary to remain aware of these obligations as the City makes decisions on other financial matters.

**Outstanding Debt**  
As of 6/30/2008

Bond Issue	Purpose	Paid By	Expires	Principal Balance	Principal Payments	Interest Payments	Total Payments
1997 A Revenue	CSO Revenue	Water & Sewer	2009	\$ 30,000	\$ 30,000	\$ 780	\$ 30,780
1997 B Revenue	CSO (SRF)	Water & Sewer	2017	\$ 275,000	\$ 30,000	\$ 6,188	\$ 36,188
1998 A Revenue	Refunding, CSO	Water & Sewer	2009	\$ 200,000	\$ 200,000	\$ 4,600	\$ 204,600
1998 B Revenue	CSO (SRF)	Water & Sewer	2019	\$ 1,605,000	\$ 130,000	\$ 34,650	\$ 164,650
1999 A Revenue	CSO	Water & Sewer	2010	\$ 225,000	\$ 110,000	\$ 8,190	\$ 118,190
1999 B Revenue	CSO (SRF)	Water & Sewer	2021	\$ 1,610,000	\$ 105,000	\$ 38,938	\$ 143,938
1999 DDA	Streetscape	DDA	2020	\$ 1,295,000	\$ 80,000	\$ 65,216	\$ 145,216
1999 MTF	Streetscape	Major Street	2015	\$ 830,000	\$ 100,000	\$ 39,395	\$ 139,395
2003 Cap Imp	City Hall	General Fund	2024	\$ 2,685,000	\$ 80,000	\$ 103,450	\$ 183,450
2006 WWTP	WWTP (SRF)	Water & Sewer	2027	\$ 2,870,000	\$ 120,000	\$ 46,638	\$ 166,638
2005 WS Refunding	Refund WS	Water & Sewer	2028	\$ 6,200,000	\$ 45,000	\$ 243,726	\$ 288,726
<b>TOTAL</b>				<b>\$ 17,825,000</b>	<b>\$ 1,030,000</b>	<b>\$ 591,771</b>	<b>\$ 1,621,771</b>

In August of 2005, the City refunded three Water & Sewer revenue bonds. This refunding saved the City \$282,000 over the life of the bonds. In addition, the Phase IV Riverwalk bond was paid off in 2006 and the Fire Truck Bond was paid off in 2007.



Appendix

Water & Sewer Rates

The chart below shows historical water & sewer rate increases.

**Water & Sewer Rate History**

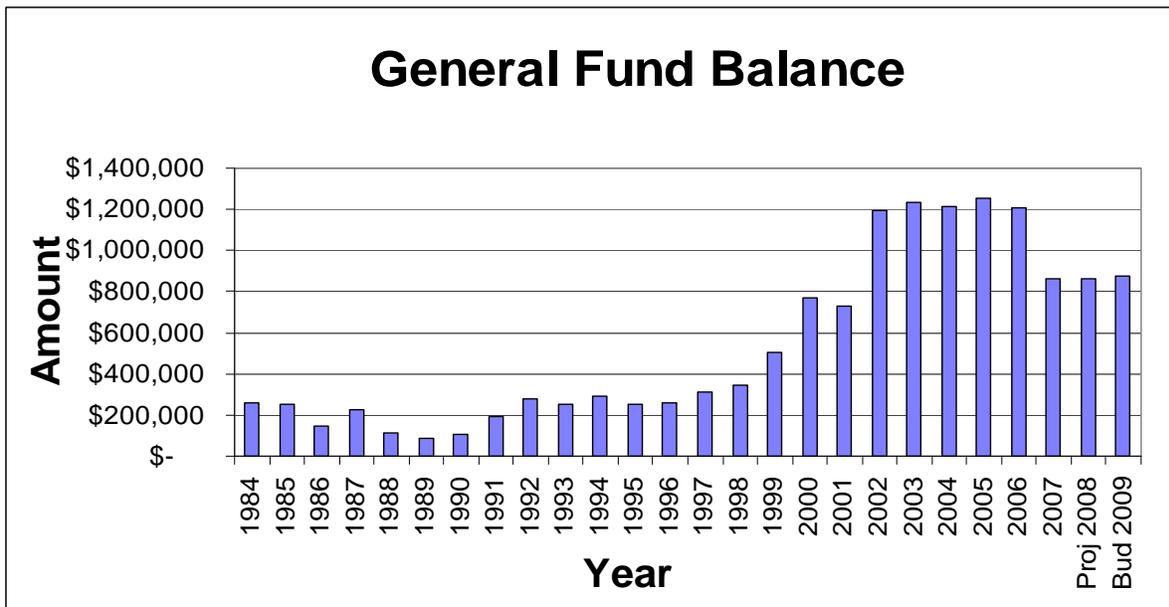
	2001	2002	2003	2004	2005	2006	2007	2008	2009
<b>Water per 1000G</b>	\$1.63	\$1.79	\$1.86	\$1.90	\$1.95	\$2.04	\$2.16	\$ 2.25	\$2.48
<b>Sewer per 1000G</b>	\$3.53	\$3.57	\$3.71	\$3.80	\$3.90	\$4.08	\$4.32	\$ 4.50	\$4.97
<b>Fixed Charge</b>	\$6.60	\$6.60	\$6.60	\$6.60	\$6.60	\$6.60	\$6.60	\$ 6.60	\$6.60
<b>Typical Bill</b> (6,000 G per Month)	\$37.56	\$38.76	\$40.02	\$40.80	\$41.70	\$43.32	\$45.48	\$47.10	\$51.30
<b>Dollar Increase</b>		\$1.20	\$1.26	\$0.78	\$0.90	\$1.62	\$2.16	\$1.62	\$4.20
<b>Percent Increase</b>		3.2%	3.3%	1.9%	2.2%	3.9%	5.0%	3.6%	9.0%

Appendix

General Fund Balance

**General Fund Balance**

Year	Fund Balance	Change	Percent Change
1984	\$ 261,983		
1985	\$ 253,905	\$ (8,078)	-3.1%
1986	\$ 147,590	\$ (106,315)	-41.9%
1987	\$ 227,944	\$ 80,354	54.4%
1988	\$ 113,117	\$ (114,827)	-50.4%
1989	\$ 84,508	\$ (28,609)	-25.3%
1990	\$ 108,814	\$ 24,306	28.8%
1991	\$ 189,768	\$ 80,954	74.4%
1992	\$ 281,768	\$ 92,000	48.5%
1993	\$ 252,763	\$ (29,005)	-10.3%
1994	\$ 289,859	\$ 37,096	14.7%
1995	\$ 253,721	\$ (36,138)	-12.5%
1996	\$ 258,724	\$ 5,003	2.0%
1997	\$ 309,869	\$ 51,145	19.8%
1998	\$ 345,869	\$ 36,000	11.6%
1999	\$ 502,871	\$ 157,002	45.4%
2000	\$ 766,962	\$ 264,091	52.5%
2001	\$ 728,008	\$ (38,954)	-5.1%
2002	\$ 1,197,158	\$ 469,150	64.4%
2003	\$ 1,233,804	\$ 36,646	3.1%
2004	\$ 1,214,416	\$ (19,388)	-1.6%
2005	\$ 1,256,500	\$ 42,084	3.5%
2006	\$ 1,206,658	\$ (49,842)	-4.0%
2007	\$ 860,121	\$ (346,537)	-28.7%
Proj 2008	\$ 860,121	\$ -	0.0%
Bud 2009	\$ 874,887	\$ 14,766	1.7%



Appendix

Grants Received

**City of Manistee Grants**

Year	Name	Project	Amount	
2002	MSHDA Rental Rehab	Rehab Apts.	\$ 350,000	
2002	MCACA	Ramsdell Theatre	\$ 52,000	
2003	Michigan Rural Health	Rescue 5	\$ 40,000	
2003	MDEQ Abandoned Well Mgt.	Plug old wells	\$ 35,000	
2003	MCACA	Ramsdell Theatre	\$ 49,000	
2004	MSHDA Neighborhood	Infrastructure	\$ 829,000	
2004	MSHDA New Homes	Grove St. Homes	\$ 430,000	
2004	EPA Brownfield Pilot	Assessment	\$ 200,000	
2004	MCACA	Ramsdell Theatre	\$ 47,500	
2005	MDOT	Memorial Dr. Paving	\$ 30,000	
2005	EPA Brownfield #2	Inventory	\$ 195,000	
2005	Cool Cities	Peninsula Plan	\$ 300,000	TBD
2005	Corps of Engineers	Wave Study	\$ 35,000	
2005	MEDC	5th Ave Paving	\$ 250,000	
2005	MSHDA CBD	Downtown Apts.	\$ 465,000	
2005	MCACA	Ramsdell Theatre	\$ 22,200	
2006	MEDC	Wash St. Paving	\$ 292,000	
2006	State of Michigan	Voting Machines	\$ 37,000	
2006	State of Michigan	Voting Access	\$ 13,000	
2006	Waterways Commission	Marina Docks	\$ 69,000	
2006	Waterways Commission	1 <sup>st</sup> St Launch	\$ 37,000	
2006	MCACA	Ramsdell Theatre	\$ 18,200	
2007	MDOT Category F	Old US 31 Truck Route	\$ 232,000	
2007	MDOT Small Urban	Old US 31 Truck Route	\$ 350,000	
2007	Federal Appropriation	Maple Street Bridge	\$ 341,500	
2007	MCACA	Ramsdell Bathrooms	\$ 20,500	
2008	MDOT Local Bridge Fund	Maple Street Bridge	\$ 500,000	
2008	MNRTF	Man-Made Lake	\$ 2,016,000	
2008	EPA Hazardous	Assessment	\$ 195,000	
2008	EPA Petroleum	Assessment	\$ 195,000	
2008	Waterways Commission	1 <sup>st</sup> St Launch	\$ 17,435	
2008	Waterways Commission	Marina Kiosk	\$ 21,600	
2008	Access to Recreation (WK Kellogg)	Marina Handicap Lift	\$ 20,000	
2008	Great Lakes Fishery Trust	Arthur St. Boat Launch	\$ 150,000	TBD
	Local Revenue Sharing	Variety of Items	\$ 585,000	
	<b>Total</b>		<b>\$ 8,439,935</b>	