



Moving Forward Working Together

VILLAGE OF CASS CITY

2025 OPERATING BUDGET

**Request for Approval
December 9, 2024**

Printed December 5, 2024

*Adopted
12-9-2024*



Moving Forward Working Together

2025

**FINANCIAL DETAILS
OF VILLAGE'S
NINE OPERATING FUNDS**

- 101 - General Operations**
- 202 - Major Streets**
- 203 - Local Streets**
- 244 - Economic Development Corporation**
- 248 - Downtown Development Authority**
- 408 - Water Recreation Fund**
- 590 - Wastewater Enterprise**
- 591 - Water Enterprise**
- 651 - Motor Vehicles & Equipment**

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2025 REQUESTED BUDGET
APPROPRIATIONS					
Dept 215 - CLERK STAFF					
101-215-715.000	FICA/MEDICARE	8,484	7,894	7,894	10,386
101-215-722.000	RETIREMENT	9,184	9,910	9,910	11,635
101-215-853.000	COMMUNICATIONS	480	1,483	1,908	960
101-215-860.000	TRAVEL/MEALS/LODGING	820	2,060	2,060	1,400
101-215-960.000	CLERK STAFF PROFESSIONAL DEV.	349	2,575	150	650
101-215-977.000	EQUIPMENT UNDER \$5000		1,030	3,030	4,050
	FOOTNOTE AMOUNTS:				2,600
	CPU FOR ADMIN EXEC, CURRENT OBSOLETE				1,450
	FOOTNOTE AMOUNTS:				
	CPU FOR CASHIER, CURRENT OBSOLUTE				4,050
	GL # FOOTNOTE TOTAL:				
Totals for dept 215 - CLERK STAFF		164,906	218,499	196,499	203,043
Dept 223 - FINANCE					
101-223-807.000	AUDIT FEES	8,000	15,965	15,965	16,500
101-223-808.000	CPA SERVICES	10,640	5,150	5,150	4,000
Totals for dept 223 - FINANCE		18,640	21,115	21,115	20,500
Dept 261 - GENERAL GOVERNMENT					
101-261-740.000	SUPPLIES	5,505	7,004	7,004	7,284
101-261-741.000	POSTAGE	10,721	11,330	13,578	11,783
101-261-807.000	MEMBERSHIPS/DUES	3,190	2,987	2,987	3,106
101-261-826.000	LEGAL FEES	9,362	38,110	56,110	22,000
	FOOTNOTE AMOUNTS:				22,000
	RATES INCREASE \$200 -> \$225/HR IN 2025				
101-261-827.000	INSURANCE & BONDS	14,962	15,450	15,850	16,068
101-261-853.000	TELEPHONE	6,085	5,034	5,034	5,235
101-261-900.000	PRINTING & PUBLISHING	5,345	6,180	6,180	6,427
101-261-933.000	MAINTENANCE CONTRACTS EQUIPMENT	41,465	39,331	38,132	30,089
101-261-956.000	MISC EXPENSE BANK/PENSION CHG	1,525	2,575	2,575	1,205
101-261-965.000	TAXES ABATED	764	788	788	820
101-261-970.000	CAPITAL OUTLAY	25,826			
101-261-977.000	EQUIPMENT UNDER \$ 5K		1,030	1,030	1,071
101-261-991.000	EQUIP LEASE PRINCIPAL PAYMENT	1,547		3,071	4,341
101-261-993.000	LEASE INTEREST	823			
101-261-996.000	EQUIP LEASE INTEREST EXPENSE			7,328	1,473
Totals for dept 261 - GENERAL GOVERNMENT		127,120	129,819	159,667	110,902
Dept 262 - ELECTIONS					
101-262-703.000	ELECTION SALARIES		103	103	107
Totals for dept 262 - ELECTIONS			103	103	107
Dept 265 - BUILDINGS & GROUNDS					
101-265-706.000	SALARIES & WAGES	1,124	2,575	2,575	2,678
101-265-707.000	SALARIES & WAGES - PART-TIME	16,307	16,796	16,796	17,468
101-265-714.000	FRINGE BENEFITS	943	2,575	2,575	2,678
101-265-715.000	FICA/MEDICARE	1,266	1,127	1,127	1,172
101-265-722.000	RETIREMENT	109	438	438	267
101-265-740.000	SUPPLIES	1,686	2,068	2,068	1,500
101-265-800.000	CONTRACTED SERVICES	2,001	3,300	3,300	2,500
101-265-920.000	UTILITIES	3,683	6,450	6,450	6,708
101-265-933.000	REPAIR AND MAINTENANCE	564	2,250	2,250	2,340
101-265-943.000	EQUIPMENT RENTAL	13	675	675	702
Totals for dept 265 - BUILDINGS & GROUNDS		27,696	38,254	38,254	38,013
Dept 291 - COMMUNITY PROMOTION (PA 359)					
101-291-706.000	SALARIES & WAGES	9,506	9,435	9,435	9,812
101-291-707.000	SALARIES & WAGES - PART-TIME	4,593	3,240	4,240	4,410
101-291-714.000	FRINGE BENEFITS	2,785	1,996	1,996	2,076
101-291-715.000	FICA/MEDICARE	1,072	1,226	1,226	1,275
101-291-722.000	RETIREMENT	728	941	941	981
101-291-740.000	OPERATING SUPPLIES	2,693	3,450	5,950	4,000
101-291-741.000	POSTAGE			250	260
101-291-800.000	CONTRACTED SERVICES	4,879	12,710	12,710	
101-291-807.000	MEMBERSHIPS & DUES	13	130	530	550
	FOOTNOTE AMOUNTS:				550
	MAILCHIMP AND SURVEY MONKEY APPS/SOFTWARE				
101-291-880.000	COMMUNITY PROMOTION	3,141	6,200	3,600	6,000
101-291-881.000	MARKETING/STRATEGIC PLANNING			250	6,000
	FOOTNOTE AMOUNTS:				
	2025 MARKETING CAMPAIGN/ADVERTISING				
101-291-900.000	PRINTING AND PUBLISHING	1,728	2,500	2,500	2,600
101-291-943.000	EQUIPMENT RENTAL	4,312	4,500	4,500	4,680
101-291-965.000	TUSCOLA COUNTY EDC	15,000	7,500	7,500	6,500
101-291-977.000	EQUIPMENT UNDER 5K	3,694			
Totals for dept 291 - COMMUNITY PROMOTION (PA 359)		54,144	53,828	55,628	43,144

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2025 REQUESTED BUDGET
APPROPRIATIONS					
Dept 301 - POLICE DEPARTMENT					
101-301-706.000	SALARIES & WAGES	282,751	277,561	312,561	308,331
101-301-707.000	SALARIES & WAGES - PART-TIME	78,786	78,534	68,534	49,539
101-301-708.000	SALARIES, S.R.O.	36,259	43,689	43,689	63,960
101-301-714.000	FRINGE BENEFITS	103,514	120,540	114,540	104,438
101-301-715.000	FICA/MEDICARE	30,385	31,698	31,698	32,498
101-301-722.000	RETIREMENT	28,737	31,185	31,185	37,229
101-301-740.000	OPERATING SUPPLIES	1,304	2,060	2,060	2,142
101-301-768.000	UNIFORMS	10,611	5,000	5,000	3,000
101-301-800.000	ADMINISTRATION CONTRACTED SERVICE	1,469	1,000	3,000	3,000
101-301-807.000	MEMBERSHIP & DEVELOPMENT	260	300	300	400
101-301-851.000	RADIO MAINTENANCE		250	250	250
101-301-853.000	COMMUNICATIONS	10,057	11,485	11,485	9,488
	FOOTNOTE AMOUNTS:				3,300
	FIRST NET POLICE PHONES AND IN CAR INTERNET				5,258
	FOOTNOTE AMOUNTS:				450
	CORE TECHNOLOGY REPORT WRITER				450
	FOOTNOTE AMOUNTS:				480
	ECITATION SOFTWARE				480
	FOOTNOTE AMOUNTS:				9,488
	PHONE STIPEND				9,488
	GL # FOOTNOTE TOTAL:				9,488
101-301-860.000	TRAVEL/MEALS/LODGING	1,492	1,500	2,000	2,500
101-301-933.000	EQUIPMENT MAINTENANCE	417	1,030	1,030	1,000
101-301-943.000	EQUIPMENT RENTAL POLICE	67,398	69,420	69,420	72,197
101-301-960.000	PROFESSIONAL DEVELOPMENT	3,369	3,000	3,200	3,500
101-301-960.100	PA 302 TRAINING FUND		900	900	900
101-301-960.200	PA 1 MCOLES CPE/TRAINING			3,000	3,000
101-301-977.000	EQUIPMENT UNDER \$5000	10,014	3,000	4,000	
Totals for dept 301 - POLICE DEPARTMENT		666,823	682,152	707,852	697,372
Dept 315 - CRIME & SAFETY					
101-315-701.000	CROSSING GUARDS	10,385	11,000	15,500	16,000
Totals for dept 315 - CRIME & SAFETY		10,385	11,000	15,500	16,000
Dept 440 - MISC GOVERNMENT					
101-440-965.000	TRANSFER TO OTHERS (DDA/EDC)	10,000	13,500	18,000	13,500
	FOOTNOTE AMOUNTS:				13,500
	TRANSFER TO EDC FOR HILLAKER LOAN PYMTS				13,500
Totals for dept 440 - MISC GOVERNMENT		10,000	13,500	18,000	13,500
Dept 441 - PUBLIC WORKS					
101-441-706.000	SALARIES & WAGES	566	2,559	1,809	2,661
101-441-707.000	SALARIES & WAGES - PART-TIME	1,536	2,025	2,025	2,106
101-441-714.000	FRINGE BENEFITS	271	1,064	1,064	1,350
101-441-715.000	FICA/MEDICARE	158	307	307	319
101-441-722.000	RETIREMENT	58	269	269	280
101-441-740.000	SUPPLIES	3,473	4,499	11,229	3,750
101-441-800.000	CONTRACTED SERVICES	6,943	8,164	12,664	
101-441-943.000	EQUIPMENT RENTAL	1,864	2,800	2,800	2,912
101-441-945.000	BUILDING LEASE FEE	2,450	2,524	2,524	2,625
101-441-970.000	CAPITAL OUTLAY				71,200
	FOOTNOTE AMOUNTS:				71,200
	NORTH ALLEY - STORM SEWER UPGRADE				87,203
Totals for dept 441 - PUBLIC WORKS		17,319	24,211	34,691	87,203
Dept 520 - SOLID WASTE DISPOSAL					
101-520-801.000	CONTRACTED SERV - REFUSE/RECYC C	150,838	170,959	170,959	177,797
Totals for dept 520 - SOLID WASTE DISPOSAL		150,838	170,959	170,959	177,797
Dept 722 - PLANNING AND ZONING					
101-722-706.000	SALARIES & WAGES	23,532	42,313	42,313	44,006
101-722-707.000	SALARIES & WAGES - PART-TIME	381	3,090	18,590	
101-722-714.000	FRINGE BENEFITS	378	3,702	4,602	4,786
101-722-715.000	FICA/MEDICARE	1,829	3,267	3,267	3,398
101-722-722.000	RETIREMENT	2,350	4,656	4,656	4,400
101-722-740.000	SUPPLIES	237	450	450	468
101-722-800.000	CONTRACTED SERVICES	2,433	3,000	6,500	13,400
	FOOTNOTE AMOUNTS:				8,400
	MCKENNA - MASTER PLAN BOOKS				5,000
	FOOTNOTE AMOUNTS:				13,400
	GIFFELS WEBSTER - ZONING MAPS 5000				13,400
	GL # FOOTNOTE TOTAL:				13,400
101-722-807.000	MEMBERSHIP & DUES	258	225	225	234
101-722-960.000	PROFESSIONAL DEVELOPMENT	1,662	1,000	1,000	1,040
Totals for dept 722 - PLANNING AND ZONING		33,060	61,703	81,603	71,732

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2025 REQUESTED BUDGET
APPROPRIATIONS					
Dept 752 - SWIMMING POOL					
101-752-706.000	SALARIES & WAGES	4,639	6,996	6,996	7,276
101-752-707.000	SALARIES & WAGES - PART-TIME	52,859	64,075	56,075	89,388
101-752-714.000	FRINGE BENEFITS	3,533	22,266	7,266	7,930
101-752-715.000	FICA/MEDICARE	4,385	4,843	4,843	6,838
101-752-722.000	RETIREMENT	445	734	734	728
101-752-740.000	OPERATING SUPPLIES	5,562	7,500	3,500	6,000
101-752-743.000	CHEMICALS	14,461	22,000	17,000	17,000
101-752-800.000	CONTRACTED SERVICES	310	2,400	1,400	1,000
101-752-827.000	INSURANCE & BONDS	275	325	325	338
101-752-853.000	TELEPHONE	522	500	500	520
101-752-900.000	PRINTING & PUBLISHING	57	550	550	572
101-752-920.000	UTILITIES	15,891	17,800	17,800	17,512
101-752-933.000	REPAIR & MAINTENANCE	1,417	5,000	5,000	4,000
101-752-943.000	EQUIPMENT RENTAL	187	1,125	1,125	1,170
101-752-970.000	CAPITAL OUTLAY	22,650	6,000	7,000	
Totals for dept 752 - SWIMMING POOL		127,193	162,114	130,114	160,272
Dept 754 - PARKS DEPARTMENT					
101-754-706.000	SALARIES & WAGES	42,307	85,531	83,531	82,179
FOOTNOTE AMOUNTS:					
1/2 PARK DIRECTOR + DPW HOURS					
101-754-707.000	SALARIES & WAGES - PART-TIME	35,879	41,632	40,732	55,628
101-754-714.000	FRINGE BENEFITS	31,553	17,736	46,736	51,010
101-754-715.000	FICA/MEDICARE	5,909	5,610	7,410	6,287
101-754-722.000	RETIREMENT	4,069	4,073	5,873	8,218
101-754-740.000	SUPPLIES	11,178	12,301	10,801	12,783
101-754-778.000	EXPENSES, MUSIC IN THE PARK	2,800	2,500	2,850	2,950
101-754-779.000	EXPENSES, DOG PARK	49,937		1,000	1,040
101-754-800.000	CONTRACTED SERVICES	7,074	5,000	5,000	7,000
FOOTNOTE AMOUNTS:					
2025 WEED CONTROL					
FOOTNOTE AMOUNTS:					
CONTRACTUAL PARK MAINTENANCE					
GL # FOOTNOTE TOTAL:					
101-754-827.000	INSURANCE & BONDS	561	590	590	614
101-754-853.000	TELEPHONE	1,160	1,300	1,300	1,352
101-754-860.000	TRAVEL/MEALS/LODGING	833	1,200	1,200	1,248
101-754-920.000	UTILITIES	5,571	5,300	5,300	5,512
101-754-933.000	REPAIR & MAINTENANCE	4,530	9,500	9,500	9,880
101-754-943.000	EQUIPMENT RENTAL	32,417	33,000	33,000	34,320
101-754-970.000	CAPITAL OUTLAY	19,606	24,000	24,000	
101-754-977.000	EQUIPMENT UNDER \$5000	417	1,500	6,300	2,600
FOOTNOTE AMOUNTS:					
CPU FOR PARKS DIRECTOR, CURRENT OBSOLETE					
Totals for dept 754 - PARKS DEPARTMENT		255,801	250,773	285,123	282,621
Dept 758 - RECREATION / DAYCAMP					
101-758-706.000	SALARIES & WAGES	153	225	725	234
101-758-707.000	SALARIES & WAGES - PART-TIME	12,609	11,735	13,435	17,658
101-758-714.000	FRINGE BENEFITS	550	350	500	605
101-758-715.000	FICA/MEDICARE	975	1,000	1,050	1,351
101-758-722.000	RETIREMENT	15	55	55	23
101-758-740.000	OTHER RECREATION SUPPLIES	552		300	312
101-758-741.000	ARTS AND CRAFTS SUPPLIES		800	2,300	832
101-758-741.100	DAY CAMP SUPPLIES, FIELD TRIPS	1,422	2,300	2,300	2,392
101-758-853.000	COMMUNICATIONS	186	428	428	445
101-758-977.000	EQUIPMENT, UNDER 5K		1,000	1,000	
Totals for dept 758 - RECREATION / DAYCAMP		16,462	17,893	22,093	23,852
TOTAL APPROPRIATIONS		1,836,115	2,032,184	2,113,462	2,122,258
NET OF REVENUES/APPROPRIATIONS - FUND 101		23,276			

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2025 REQUESTED BUDGET
ESTIMATED REVENUES					
Dept 000					
202-000-402.000	MJ ST REAL PROPERTY TAXES	24,705	27,398	27,398	28,247
	STATE TAX COMMISSION 2025 TAXABLE VALUE INCREASE = 3.1%				
202-000-410.000	MJ ST PERSONAL PROPERTY TAXES	2,404	2,300	3,113	2,392
202-000-553.000	MJ ST GAS & WEIGHT	301,436	284,485	284,485	295,864
202-000-573.000	LOCAL COMM STABILIZATION SHARE (L	6,953	7,088	7,088	7,372
202-000-607.000	PA 48 METRO ACT, TELECOM RT OF WA	13,628	14,075	14,075	14,638
202-000-664.000	INTEREST & DIVIDENDS	5,584	7,000	10,000	7,280
202-000-671.000	MJ ST MISC. REIMBURSEMENT	96	6,700	6,700	6,968
202-000-676.000	TRUNK LINE MAINTENANCE CONTRACT	16,498	49,592	49,592	51,576
202-000-690.000	MJ ST 1.5 MILLS CO. BRIDGE TAX	31,386	32,328	32,328	33,621
202-000-691.000	APPROPRIATION FROM GENERAL FUND		117,000	117,000	
Totals for dept 000 -		402,690	547,966	551,779	447,958
TOTAL ESTIMATED REVENUES		402,690	547,966	551,779	447,958
APPROPRIATIONS					
Dept 463 - STREET MAINTENANCE					
202-463-706.000	SALARIES & WAGES	8,301	18,603	22,853	18,047
202-463-707.000	SALARIES & WAGES - PART-TIME	1,742	1,125	1,125	1,170
202-463-714.000	FRINGE BENEFITS	3,286	6,602	7,865	6,866
202-463-715.000	FICA/MEDICARE	765	1,402	1,702	1,458
202-463-722.000	RETIREMENT	845	1,923	1,923	1,804
202-463-740.000	SUPPLIES	1,351	2,676	2,676	2,783
202-463-800.000	CONTRACTED SERVICES	20,521	240,000	220,000	77,500
FOOTNOTE AMOUNTS:					
NORTH ALLEY- LEACH STREET INTERSECTION UPGRADE					2,500
FOOTNOTE AMOUNTS:					
TRANSPORTATION ASSET MANAGEMENT PLAN					77,500
GL # FOOTNOTE TOTAL:					
202-463-827.000	INSURANCE & BONDS	171	179	179	186
202-463-853.000	TELEPHONE EXPENSE	818	787	787	818
202-463-933.000	MAINTENANCE CONTRACTS EQUIPMENT	203	580	580	603
202-463-943.000	EQUIPMENT RENTAL	24,565	16,500	29,500	17,160
202-463-963.000	ADMIN. CHARGE G.F.	24,114	24,837	24,837	25,830
202-463-977.000	EQUIPMENT, LESS THAN \$5000		1,000	1,000	1,040
Totals for dept 463 - STREET MAINTENANCE		86,682	316,214	315,027	155,265
Dept 470 - R. O. W. MAINTENANCE					
202-470-706.000	SALARIES & WAGES		479	479	498
202-470-714.000	FRINGE BENEFITS	4	598	598	622
202-470-715.000	FICA/MEDICARE		220	220	229
202-470-722.000	RETIREMENT		170	170	49
202-470-740.000	SUPPLIES, SIDEWALKS		1,082	1,082	2,500
FOOTNOTE AMOUNTS:					
2025 NEW TREES IN RIGHT OF WAY					28,000
202-470-800.000	CONTRACTED SERVICES, SIDEWALKS	9,500	40,000	40,000	20,000
FOOTNOTE AMOUNTS:					
2025 SIDEWALK PROGRAM					5,000
FOOTNOTE AMOUNTS:					
2025 TREE INVENTORY ASSESSMENT LOCAL GRANT MATCH					3,000
FOOTNOTE AMOUNTS:					
2025 WEED CONTROL					28,000
GL # FOOTNOTE TOTAL:					
Totals for dept 470 - R. O. W. MAINTENANCE		9,504	42,549	42,549	31,898
Dept 474 - SIGNS					
202-474-706.000	SALARIES & WAGES	408	1,082	1,082	1,125
202-474-714.000	FRINGE BENEFITS	175	576	576	599
202-474-715.000	FICA/MEDICARE	31	112	112	116
202-474-722.000	RETIREMENT	40	132	132	113
202-474-740.000	MJ ST SUPPLIES	460	2,007	2,507	2,347
202-474-800.000	CONTRACTED SERVICES		1,125	1,125	1,170
202-474-943.000	EQUIPMENT RENTAL	120	2,200	2,200	2,288
Totals for dept 474 - SIGNS		1,234	7,234	7,734	7,758
Dept 478 - SNOW					
202-478-706.000	SALARIES & WAGES	2,900	18,391	18,391	19,127
202-478-707.000	SALARIES & WAGES - PART-TIME	551	1,968	1,968	2,047
202-478-714.000	FRINGE BENEFITS	1,176	9,640	9,640	10,026
202-478-715.000	FICA/MEDICARE	263	1,477	1,477	1,536
202-478-722.000	RETIREMENT	137	1,930	1,930	1,912
202-478-740.000	SUPPLIES ICE CONTROL	2,366	21,089	21,089	21,933
202-478-943.000	EQUIPMENT RENTAL	7,317	45,000	45,000	46,800
Totals for dept 478 - SNOW		14,710	99,495	99,495	103,381
Dept 486 - TRUNKLINE MAINTENANCE					

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APPROPRIATIONS					
Dept 486 - TRUNKLINE MAINTENANCE					
202-486-706.000	SALARIES & WAGES	4,615	1,666	1,666	1,733
202-486-715.000	FICA/MEDICARE	8			
202-486-722.000	RETIREMENT	18			
202-486-943.000	EQUIPMENT RENTAL TRUNKLINE	7,883	5,000	5,000	5,200
Totals for dept 486 - TRUNKLINE MAINTENANCE		12,524	6,666	6,666	6,933
Dept 488 - TRUNKLINE SWEEPING/FLUSHING					
202-488-706.000	SALARIES & WAGES	1,604	3,787	3,787	3,938
202-488-715.000	FICA/MEDICARE	6			
202-488-943.000	EQUIPMENT RENTAL-TRUNKLINE	4,778	8,500	8,500	8,840
Totals for dept 488 - TRUNKLINE SWEEPING/FLUSHING		6,388	12,287	12,287	12,778
Dept 493 - STATE MONUMENT PROPERTY T.L.					
202-493-706.000	SALARIES & WAGES	214	283	283	294
202-493-707.000	SALARIES & WAGES - PART-TIME		338	338	352
202-493-943.000	EQUIPMENT RENTAL-TRUNKLINE	313	650	650	676
Totals for dept 493 - STATE MONUMENT PROPERTY T.L.		527	1,271	1,271	1,322
Dept 494 - TRUNKLINE UTILITIES					
202-494-920.000	UTILITIES-TRUNKLINE	6,419	11,827	11,827	12,300
Totals for dept 494 - TRUNKLINE UTILITIES		6,419	11,827	11,827	12,300
Dept 497 - TRUNKLINE SNOW REMOVAL					
202-497-706.000	SALARIES & WAGES	8,719	11,563	11,563	12,026
202-497-707.000	SALARIES & WAGES - PART-TIME	1,303	1,434	3,434	2,531
202-497-715.000	FICA/MEDICARE	9			
202-497-722.000	RETIREMENT	3			
202-497-784.000	ICE CONTROL-TRUNKLINE	2,366	6,489	8,989	6,749
202-497-943.000	EQUIPMENT RENTAL-TRUNKLINE	21,238	22,500	22,500	23,400
Totals for dept 497 - TRUNKLINE SNOW REMOVAL		33,638	41,986	46,486	44,706
Dept 502 - TRUNKLINE FRINGE BENEFITS					
202-502-966.000	LEAVE & BENEFITS-TRUNKLINE	9,030	8,437	8,437	8,774
Totals for dept 502 - TRUNKLINE FRINGE BENEFITS		9,030	8,437	8,437	8,774
TOTAL APPROPRIATIONS		180,656	547,966	551,779	385,115
NET OF REVENUES/APPROPRIATIONS - FUND 202		222,034			62,843

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2025 REQUESTED BUDGET
ESTIMATED REVENUES					
Dept 000					
203-000-402.000	REAL PROPERTY TAXES	217,936	236,255	240,972	243,579
	STATE TAX COMMISSION 2025 TAXABLE VALUE INCREASE = 3.1%				
203-000-410.000	PERSONAL PROPERTY TAXES	21,640	23,699	28,014	24,647
203-000-553.000	GAS & WEIGHT	116,266	112,050	112,050	116,532
203-000-573.000	LOCAL COMM STABILIZATION SHARE (L	62,579	63,841	63,841	66,395
203-000-664.000	INTEREST & DIVIDENDS	13,224	10,000	12,500	10,400
203-000-671.000	MISC REIMBURSEMENTS	96	2,621	2,621	2,726
203-000-690.000	1.5 MILLS CO. BRIDGE TAX	45,354	46,732	50,356	56,141
203-000-699.000	TRANSFER FROM FUND BALANCE		10,000	10,000	330,376
Totals for dept 000 -		477,095	505,198	520,354	850,796
TOTAL ESTIMATED REVENUES		477,095	505,198	520,354	850,796
APPROPRIATIONS					
Dept 463 - STREET MAINTENANCE					
203-463-706.000	SALARIES & WAGES	57,921	65,081	66,456	69,114
203-463-707.000	SALARIES & WAGES - PART-TIME	11,745	2,185	11,060	8,772
203-463-714.000	FRINGE BENEFITS	26,489	31,599	31,599	32,863
203-463-715.000	FICA/MEDICARE	5,307	6,811	6,811	7,083
203-463-722.000	RETIREMENT	5,238	7,500	7,500	6,911
203-463-740.000	SUPPLIES	1,798	3,937	3,937	4,094
203-463-800.000	CONTRACTED SERVICES	105,103	65,000	80,000	376,000
	FOOTNOTE AMOUNTS:				
	HILLCREST ST - (SEEGER TO HUNT)				168,000
	FOOTNOTE AMOUNTS:				
	BROOKER ST - (MAIN TO THIRD)				68,000
	FOOTNOTE AMOUNTS:				
	HERRON DR - (SEEGER TO ELCLAIRE)				30,000
	FOOTNOTE AMOUNTS:				
	BULEN AND SEED - LARGE PATCHES				5,000
	FOOTNOTE AMOUNTS:				
	TRANSPORTATION ASSET MANAGEMENT PLAN				376,000
	GL # FOOTNOTE TOTAL:				
203-463-827.000	INSURANCE & BONDS	171	179	179	186
203-463-853.000	TELEPHONE EXPENSE	592	590	590	614
203-463-933.000	MAINTENANCE CONTRACTS EQUIPMENT		1,445	726	1,503
203-463-943.000	EQUIPMENT RENTAL	95,834	107,000	107,000	111,280
203-463-963.000	ADMIN. CHARGE G.F.	10,190	10,496	10,496	10,916
203-463-977.000	EQUIPMENT, LESS THAN \$5000		1,000	1,000	1,040
Totals for dept 463 - STREET MAINTENANCE		320,388	302,823	327,354	630,376
Dept 470 - R. O. W. MAINTENANCE					
203-470-706.000	SALARIES & WAGES	131	562	562	584
203-470-714.000	FRINGE BENEFITS	1,655	332	332	345
203-470-715.000	FICA/MEDICARE	10	52	52	54
203-470-722.000	RETIREMENT	13	52	52	58
203-470-740.000	SUPPLIES		1,125	1,125	2,500
	FOOTNOTE AMOUNTS:				2,500
203-470-800.000	2025 NEW TREES IN RIGHT OF WAY	18,000	40,000	30,000	51,000
	CONTRACTUAL SERVICES, SIDEWALKS				20,000
	FOOTNOTE AMOUNTS:				
	2025 SIDEWALK PROGRAM				10,000
	FOOTNOTE AMOUNTS:				
	2025 50/50 SIDEWALK PROGRAM				15,000
	FOOTNOTE AMOUNTS:				
	2025 PRUNING/REMOVAL/STUMP GRINDING IN RIGHT OF WAY				5,000
	FOOTNOTE AMOUNTS:				
	2025 TREE INVENTORY ASSESSMENT LOCAL GRANT MATCH				1,000
	FOOTNOTE AMOUNTS:				
	2025 WEED CONTROL				51,000
	GL # FOOTNOTE TOTAL:				
Totals for dept 470 - R. O. W. MAINTENANCE		19,809	42,123	32,123	54,541
Dept 474 - SIGNS					
203-474-706.000	SALARIES & WAGES	408	1,687	1,687	1,754
203-474-714.000	FRINGE BENEFITS	346	1,455	1,455	1,513
203-474-715.000	FICA/MEDICARE	31	277	277	288
203-474-722.000	RETIREMENT	39	364	364	175
203-474-740.000	SUPPLIES	1,344	1,000	3,000	2,100
203-474-943.000	EQUIPMENT RENTAL	120	2,850	2,850	2,964
Totals for dept 474 - SIGNS		2,288	7,633	9,633	8,794
Dept 478 - SNOW					
203-478-706.000	SALARIES & WAGES	2,398	16,205	16,205	16,853
203-478-707.000	SALARIES & WAGES - PART-TIME	489	2,262	2,262	2,352
203-478-714.000	FRINGE BENEFITS	925	9,083	9,083	9,446

BUDGET REPORT
 Fund: 203 LOCAL STREET

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2025 REQUESTED BUDGET
APPROPRIATIONS					
Dept 478 - SNOW					
203-478-715.000	FICA/MEDICARE	220	1,391	1,391	1,447
203-478-722.000	RETIREMENT	146	1,820	1,820	1,685
203-478-740.000	SUPPLIES ICE CONTROL	835	7,571	7,571	7,874
203-478-943.000	EQUIPMENT RENTAL	6,674	27,000	27,000	28,080
Totals for dept 478 - SNOW		11,687	65,332	65,332	67,737
Dept 494 - TRUNKLINE UTILITIES					
203-494-920.000	UTILITIES	68,568	85,912	85,912	89,348
Totals for dept 494 - TRUNKLINE UTILITIES		68,568	85,912	85,912	89,348
TOTAL APPROPRIATIONS		422,740	503,823	520,354	850,796
NET OF REVENUES/APPROPRIATIONS - FUND 203		54,355	1,375		

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2025 REQUESTED BUDGET
ESTIMATED REVENUES					
Dept 000					
244-000-664.000	INTEREST & DIVIDENDS	332	300	300	250
244-000-691.000	APPROPRIATION FROM FUND BALANCE		3,800	3,800	500
244-000-692.000	CONTRIBUTION FROM GENERAL FUND		13,500	18,000	13,500
244-000-698.000	PAYLOAN PROCEEDS, TNB FOR DOERR P	105,000			
	Totals for dept 000 -	<u>105,332</u>	<u>17,600</u>	<u>22,100</u>	<u>14,250</u>
TOTAL ESTIMATED REVENUES					
		105,332	17,600	22,100	14,250
APPROPRIATIONS					
Dept 001 - ADMINISTRATION					
244-001-740.000	SUPPLIES	947	500	500	750
244-001-800.000	CONTRACTED SERVICES		500	5,000	
244-001-801.000	ALL EXPENSES		50	50	
244-001-960.000	PROFESSIONAL DEVELOPMENT		50	50	
244-001-970.000	CAPITAL OUTLAY	105,000			
244-001-991.000	LOAN PAYMENT: PRINCIPAL	7,523	11,000	11,000	9,076
244-001-996.000	NOTE PAYMENT: INTEREST EXP	4,854	5,500	5,500	4,424
	Totals for dept 001 - ADMINISTRATION	<u>118,324</u>	<u>17,600</u>	<u>22,100</u>	<u>14,250</u>
TOTAL APPROPRIATIONS					
		118,324	17,600	22,100	14,250
NET OF REVENUES/APPROPRIATIONS - FUND 244					
		(12,992)			

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2025 REQUESTED BUDGET
ESTIMATED REVENUES					
Dept 000					
248-000-402.000	CAPTURED TAXES	20,173	20,677	27,635	27,636
248-000-403.000	CAPTURE TOWNSHIP TAXES	3,107	4,075	4,205	5,583
248-000-404.000	CAPTURE COUNTY TAXES	7,100	9,313	9,903	12,758
248-000-543.000	GRANT REVENUES, MEDC			35,000	
248-000-624.000	REVENUES, BUSINESS BLDRS	13,700			
248-000-625.000	MISC FEES		268	268	279
248-000-664.000	INTEREST & DIVIDENDS	359	361	1,061	375
248-000-672.000	LOAN PROCEEDS			39,073	
248-000-675.000	TRANSFER FROM FUND BALANCE		2,800	14,700	
248-000-691.000	TRANSFER FROM GENERAL FUND	10,000			
Totals for dept 000 -		54,439	37,494	131,845	46,631
TOTAL ESTIMATED REVENUES		54,439	37,494	131,845	46,631
APPROPRIATIONS					
Dept 001 - ADMINISTRATION					
248-001-706.000	SALARIES & WAGES	7,155	6,063	6,063	8,306
248-001-707.000	SALARIES & WAGES - PART-TIME	1,358	2,024	2,024	3,185
248-001-707.100	PT WAGES, THORP HOUSE MAINT		103	103	
248-001-714.000	FRINGE BENEFITS	2,881	2,346	2,346	2,440
248-001-715.000	FICA/MEDICARE	656	570	570	593
248-001-722.000	RETIREMENT	765	645	645	671
248-001-740.000	OPERATING SUPPLIES	196	556	3,780	3,931
248-001-800.000	CONTRACTED SERVICES	4,058	4,000	11,054	10,000
248-001-800.100	CONTRACTUAL SERVICES, MEDC TOOLBO			35,000	
248-001-943.000	EQUIPMENT RENTAL	10,077	9,250	9,250	9,620
248-001-956.000	MISC EXPENSES	1,000	1,030	1,030	1,071
248-001-960.000	PROFESSIONAL DEVELOPMENT	640	500	500	520
Totals for dept 001 - ADMINISTRATION		28,786	27,087	72,365	40,337
Dept 005 - THORP PROPERTY					
248-005-707.000	SALARIES & WAGES - PART-TIME	166	500	500	
248-005-714.000	FRINGE BENEFITS	42	100	100	
248-005-740.000	OPERATING SUPPLIES, THORP MT	1,080		39,073	
248-005-800.000	CONTRACTED SERVICES, THORP MAINT				
Totals for dept 005 - THORP PROPERTY		1,288	600	39,673	
Dept 006 - BUSINESS BLDRS PROGRAM					
248-006-740.000	OPERATING SUPPLIES, BUSINESS BLDR	806		10,000	
248-006-800.000	CONTRACTUAL SERVICES, BUSINESS BLD			10,000	
Totals for dept 006 - BUSINESS BLDRS PROGRAM		806		10,000	
Dept 008 - DDA DEBT SERVICE					
248-008-991.000	LOAN PRINCIPAL PAYMENT	8,728	9,376	9,376	2,873
248-008-996.000	LOAN INTEREST EXPENSE	792	431	431	3,421
Totals for dept 008 - DDA DEBT SERVICE		9,520	9,807	9,807	6,294
TOTAL APPROPRIATIONS		40,400	37,494	131,845	46,631
NET OF REVENUES/APPROPRIATIONS - FUND 248		14,039			

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2025 REQUESTED BUDGET
ESTIMATED REVENUES					
Dept 000					
408-000-675.000	DONATIONS, SPLASH PARK PROJECT		500	500	520
408-000-699.100	TRANSFER IN FROM FUND BALANCE			500	
Totals for dept 000 -			500	1,000	520
TOTAL ESTIMATED REVENUES			500	1,000	520
APPROPRIATIONS					
Dept 001 - ADMINISTRATION					
408-001-740.000	SUPPLIES	10	500	1,000	520
Totals for dept 001 - ADMINISTRATION		10	500	1,000	520
TOTAL APPROPRIATIONS		10	500	1,000	520
NET OF REVENUES/APPROPRIATIONS - FUND 408		(10)			

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2025 REQUESTED BUDGET
ESTIMATED REVENUES					
Dept 000					
590-000-528.000	OTHER FEDERAL GRANTS - ARPA	76,542	245,000	245,000	
590-000-609.000	SEWER MISC REVENUES	29,355	27,810	72,810	28,922
590-000-628.000	SEWER OMR FEES	300,796	304,707	304,707	445,754
590-000-629.000	SEWER USAGE FEES PER 1K GALLONS	519,632	530,184	530,184	577,235
590-000-636.000	SEWER CONNECTIONS		1,000	1,000	1,000
590-000-662.000	SEWER SERVICE PENALTIES	13,134	15,000	15,000	15,600
590-000-664.000	INTEREST & DIVIDENDS	21,972	14,500	17,500	15,080
590-000-699.000	TRANSFERS FROM FUND BALANCE		33,500	193,840	
Totals for dept 000 -		961,431	1,171,701	1,380,041	1,083,591
TOTAL ESTIMATED REVENUES		961,431	1,171,701	1,380,041	1,083,591
APPROPRIATIONS					
Dept 001 - ADMINISTRATION					
590-001-706.000	SALARIES & WAGES	64,955	79,322	79,322	67,495
590-001-707.000	SALARIES & WAGES - PART-TIME		1,082	1,082	1,125
590-001-714.000	FRINGE BENEFITS	29,440	19,606	25,606	18,203
590-001-715.000	FICA/MEDICARE	5,117	4,485	4,485	5,163
590-001-722.000	RETIREMENT	6,596	6,265	6,265	6,750
590-001-740.000	OPERATING SUPPLIES	1,467	4,992	4,992	5,192
590-001-800.000	ADMINISTRATION CONTRACTED SERVICE	3,569	1,000	1,000	1,040
590-001-803.000	FEES	99	3,448	3,448	3,586
590-001-807.000	MEMBERSHIP & DUES		1,400	1,400	1,456
590-001-826.000	SEWER LEGAL FEES	123	3,296	3,296	3,428
590-001-826.100	LEGAL FEES, USDA BOND PROJECT			2,500	
590-001-827.000	INSURANCE & BONDS	7,067	10,011	10,011	10,411
590-001-853.000	TELEPHONE	4,215	4,030	5,530	4,191
590-001-860.000	TRAVEL/MEALS/LODGING	233	1,300	1,300	1,352
590-001-933.000	MAINTENANCE CONTRACTS EQUIPMENT	1,579	2,316	2,316	2,409
590-001-943.000	SEWER EQUIPMENT RENTAL	1,551	6,300	6,300	6,552
590-001-960.000	PROFESSIONAL DEVELOPMENT	4,257	5,400	5,410	5,616
590-001-963.000	ADMIN. CHARGE G.F.	77,874	84,088	84,088	87,452
590-001-968.000	SEWER DEPRECIATION	101,852			2,000
590-001-977.000	EQUIPMENT, UNDER 5K				2,000
FOOTNOTE AMOUNTS:					
REPLACE OFFICE DESKTOP WORKSTATION					
Totals for dept 001 - ADMINISTRATION		309,994	238,341	248,351	233,421
Dept 002 - TREATMENT AND PUMPING					
590-002-706.000	SALARIES & WAGES	77,776	72,780	72,780	85,691
590-002-707.000	SALARIES & WAGES - PART-TIME	1,823	1,379	1,379	1,434
590-002-714.000	FRINGE BENEFITS	32,822	27,517	32,517	34,203
590-002-715.000	FICA/MEDICARE	6,294	6,941	6,941	6,555
590-002-722.000	RETIREMENT	7,091	7,028	7,028	8,569
590-002-740.000	OPERATING SUPPLIES	12,307	17,304	15,304	17,996
590-002-743.000	CHEMICALS	21,581	22,000	36,000	22,880
590-002-800.000	CONTRACTED SERVICES	106,713	28,625	17,125	28,210
590-002-800.100	CONTRACTUAL ENGINEERING, ARPA		270,000	455,340	
590-002-853.000	COMMUNICATIONS		1,125	1,125	1,170
590-002-920.000	UTILITIES	92,834	92,527	92,527	96,228
590-002-933.000	REPAIR & MAINTENANCE	3,742	5,793	5,793	6,025
590-002-943.000	EQUIPMENT RENTAL		1,700	8,200	3,328
590-002-965.000	INTEREST EXPENSE, USDA, UPGRADE P	513	1,133	1,133	100,057
FOOTNOTE AMOUNTS:					
YEAR 1 OF 3 CONSTRUCTION IN PROGRESS - INTEREST ON PROJECT DRAW DOWNS					
590-002-970.000	CAPITAL OUTLAY	12,152	30,000	30,000	18,000
FOOTNOTE AMOUNTS:					
SOUTH LIFT STATION CONTROLS					
590-002-977.000	EQUIPMENT UNDER \$5000		2,000	2,000	1,500
FOOTNOTE AMOUNTS:					
REPLACE LAB/OPERATOR DESKTOP WORKSTATION					
Totals for dept 002 - TREATMENT AND PUMPING		375,648	587,852	785,192	431,846
Dept 003 - COLLECTIONS					
590-003-706.000	SALARIES & WAGES	18,248	18,102	13,102	13,826
590-003-707.000	SALARIES & WAGES - PART-TIME	1,291	1,622	1,622	1,687
590-003-714.000	FRINGE BENEFITS	8,619	8,684	6,684	9,052
590-003-715.000	FICA/MEDICARE	1,486	6,283	4,283	1,058
590-003-722.000	RETIREMENT	1,721	2,017	2,017	1,383
590-003-740.000	OPERATING SUPPLIES	3,311	6,695	4,695	6,963
590-003-800.000	CONTRACTED SERVICES	6,100	8,240	8,240	8,570
590-003-943.000	EQUIPMENT RENTAL	23,406	26,000	19,000	27,040
590-003-945.000	BUILDING LEASE EXPENSE	7,573	7,800	7,800	8,112
590-003-970.000	CAPITAL OUTLAY	1,541	108,000	108,000	50,000
FOOTNOTE AMOUNTS:					
SEWER SLEEVE					

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2025 REQUESTED BUDGET
APPROPRIATIONS					
Dept 003 - COLLECTIONS					
	Totals for dept 003 - COLLECTIONS	73,296	193,443	175,443	127,691
Dept 004 - MAINTENANCE					
590-004-706.000	SALARIES & WAGES	99,784	63,846	89,494	96,876
590-004-707.000	SALARIES & WAGES - PART-TIME	5,256	10,779	10,779	1,210
590-004-714.000	FRINGE BENEFITS	42,835	29,219	31,019	40,498
590-004-715.000	FICA/MEDICARE	8,021	7,324	7,324	7,411
590-004-722.000	RETIREMENT	8,778	9,966	9,966	9,688
590-004-740.000	OPERATING SUPPLIES	2,725	10,179	9,179	10,586
590-004-800.000	CONTRACTED SERVICES	2,811	5,650	5,650	5,876
590-004-933.000	REPAIR & MAINTENANCE	531	13,519	6,519	14,060
590-004-977.000	EQUIPMENT UNDER \$5000		1,125	1,125	1,170
	Totals for dept 004 - MAINTENANCE	170,741	151,607	171,055	187,375
TOTAL APPROPRIATIONS					
		929,679	1,171,243	1,380,041	980,333
NET OF REVENUES/APPROPRIATIONS - FUND 590					
		31,752	458		103,258

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2025 REQUESTED BUDGET
ESTIMATED REVENUES					
Dept 000					
591-000-544.000	STATE GRANT - DWAM	18,822	103,228	103,228	
591-000-545.000	STATE GRANT - TMF LSLR				20,529
591-000-628.000	WATER OMR FEES	314,472	320,678	320,678	381,072
591-000-629.000	WATER USAGE FEES PER 1000 GALLONS	338,780	387,139	387,139	414,022
591-000-636.000	CONNECTIONS		1,000	1,000	2,000
591-000-646.000	BULK WATER SALES REVENUE	1,984	2,200	2,200	2,200
591-000-662.000	SERVICE PENALTIES	8,557	11,500	11,500	10,000
591-000-664.000	INTEREST & DIVIDENDS	19,449	15,500	20,500	15,000
591-000-664.100	INTEREST INCOME - USDA WATER PROJ	14			
591-000-665.000	BUILDING LEASE REVENUES	51,459	53,024	53,024	55,145
591-000-671.000	MISC. REIMBURSEMENTS	6,379	6,900	6,900	6,000
591-000-698.000	PROCEEDS FROM INSTALLMENT PURCHAS				650,000
FOOTNOTE AMOUNTS:					
PROPOSED INSTALLMENT PURCHASE AGREEMENT - 10 YR LOAN					
Totals for dept 000 -		759,916	901,169	906,169	1,555,968
TOTAL ESTIMATED REVENUES					
		759,916	901,169	906,169	1,555,968
APPROPRIATIONS					
Dept 001 - ADMINISTRATION					
591-001-706.000	SALARIES & WAGES	63,776	79,322	78,122	71,247
591-001-707.000	SALARIES & WAGES - PART-TIME			1,200	1,248
591-001-708.000	SALARIES-SAMPLES	1,339	2,859	2,859	2,973
591-001-714.000	FRINGE BENEFITS	28,825	25,963	25,963	26,059
591-001-715.000	FICA/MEDICARE	5,320	5,317	5,317	5,450
591-001-722.000	RETIREMENT	7,178	6,303	6,303	7,125
591-001-740.000	OPERATING SUPPLIES	2,982	2,250	3,750	3,900
591-001-800.000	ADMINISTRATION CONTRACTED SERVICE	3,264	646	646	672
591-001-803.000	FEES	3,065	1,813	1,813	1,886
591-001-807.000	MEMBERSHIP & DUES	800	1,000	1,000	1,040
591-001-827.000	INSURANCE & BONDS	2,026	4,161	4,161	4,327
591-001-853.000	COMMUNICATIONS	1,229	2,000	3,500	2,080
591-001-860.000	TRAVEL/MEALS/LODGING		1,100	1,100	1,144
591-001-933.000	MAINTENANCE CONTRACTS EQUIPMENT	996	4,100	4,100	4,264
591-001-943.000	EQUIPMENT RENTAL	2,849	7,000	7,000	7,280
591-001-960.000	PROFESSIONAL DEVELOPMENT	8,353	7,500	6,000	6,240
591-001-963.000	ADMIN. CHARGE G.F.	58,693	60,454	60,454	62,872
591-001-968.000	DEPRECIATION	148,859			
591-001-970.000	CAPITAL OUTLAY			100	
591-001-977.000	EQUIPMENT UNDER \$5000		2,000	2,000	2,000
FOOTNOTE AMOUNTS:					
REPLACE OFFICE DESKTOP WORKSTATION					
Totals for dept 001 - ADMINISTRATION		339,554	213,788	215,388	211,807
Dept 002 - TREATMENT AND PUMPING					
591-002-706.000	SALARIES & WAGES	10,915	24,664	24,664	25,651
591-002-714.000	FRINGE BENEFITS	4,279	16,750	16,750	18,425
591-002-715.000	FICA/MEDICARE	832	1,848	1,848	1,922
591-002-722.000	RETIREMENT	1,123	2,054	2,054	2,565
591-002-740.000	OPERATING SUPPLIES	1,299	10,815	5,815	6,048
591-002-743.000	CHEMICALS	15,185	21,630	21,630	22,495
591-002-800.000	CONTRACTED SERVICES	10,091	16,777	16,777	17,448
591-002-802.000	WATER QUALITY TESTING FEES		2,704	2,704	2,812
591-002-853.000	TELEPHONE EXPENSE	2,055	3,491	3,491	3,631
591-002-920.000	UTILITIES	41,465	59,483	59,483	61,862
591-002-933.000	REPAIR AND MAINTENANCE	1,378	7,138	7,138	7,424
591-002-943.000	EQUIPMENT RENTAL		2,250	2,250	2,340
591-002-965.000	ATRP INTEREST EXPENSE	30,388	10,000	29,238	27,688
FOOTNOTE AMOUNTS:					
ATRP BOND INTEREST PAYABLE TO FIRST MERCHANT BANK					
591-002-965.100	INTEREST EXPENSE/SEEGER ST	14,448	10,000	16,750	58,000
591-002-970.000	CAPITAL OUTLAY		60,000	60,000	8,000
FOOTNOTE AMOUNTS:					
ROOF REPLACEMENT, WELL HOUSE #3					
FOOTNOTE AMOUNTS:					
ATRP FILTER MEDIA, YEAR 2 OF 6					
GL # FOOTNOTE TOTAL:					
591-002-977.000	EQUIPMENT UNDER \$5000		4,200	4,200	1,500
FOOTNOTE AMOUNTS:					
REPLACE OPERATOR/LABORER DESKTOP WORKSTATION					
Totals for dept 002 - TREATMENT AND PUMPING		133,458	253,804	274,792	259,811
Dept 003 - COLLECTIONS					
591-003-706.000	SALARIES & WAGES	33,105	40,843	40,843	42,477
591-003-707.000	SALARIES & WAGES - PART-TIME	1,438	1,125	1,125	1,170
591-003-714.000	FRINGE BENEFITS	13,404	15,955	15,955	17,550

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2025 REQUESTED BUDGET
APPROPRIATIONS					
Dept 003 - COLLECTIONS					
591-003-715.000	FICA/MEDICARE	2,643	4,559	4,559	4,741
591-003-722.000	RETIREMENT	3,151	5,235	5,235	4,248
591-003-740.000	OPERATING SUPPLIES	9,722	9,729	14,729	10,118
591-003-800.000	CONTRACTED SERVICES	24,154	35,000	63,750	201,000
	FOOTNOTE AMOUNTS:				2,000
	2025 WEED CONTROL				199,000
	FOOTNOTE AMOUNTS:				
	NORTH ALLEY-PERMITS,ENGINEERING, OVERSIGHT, TESTING, INSPECTIONS				201,000
	GL # FOOTNOTE TOTAL:				201,000
591-003-943.000	EQUIPMENT RENTAL	15,565	25,000	25,000	26,000
591-003-965.000	SSP LOAN INTEREST PAYMENT				20,125
	FOOTNOTE AMOUNTS:				20,125
	USDA - SEEGER STREET- INTEREST EXPENSE				680,300
591-003-970.000	CAPITAL OUTLAY		15,000	15,000	353,800
	FOOTNOTE AMOUNTS:				
	NORTH ALLEY-WATER MAIN REPLACEMENT				152,200
	FOOTNOTE AMOUNTS:				
	NORTH ALLEY-PAVEMENT RESTORATION AFTER WATER LINE REPLACEMENT				60,000
	FOOTNOTE AMOUNTS:				
	NORTH ALLEY - TRAFFIC CONTROL, SOIL CONTROL, CLEANUP				99,300
	FOOTNOTE AMOUNTS:				
	NORTH ALLEY - CONSTRUCTION CONTINGENCIES				15,000
	FOOTNOTE AMOUNTS:				
	2025 FIRE HYDRANT REPLACEMENTS				680,300
	GL # FOOTNOTE TOTAL:				680,300
591-003-977.000	EQUIPMENT, UNDER 5K				3,300
	FOOTNOTE AMOUNTS:				1,800
	REPLACE AGING LAPTOP USED FOR METER READINGS				1,500
	FOOTNOTE AMOUNTS:				
	SECOND IPAD FOR GIS/FIELD MAPS AND FIELDLOGIC				3,300
	GL # FOOTNOTE TOTAL:				3,300
Totals for dept 003 - COLLECTIONS		103,182	152,446	186,196	1,011,029
Dept 004 - MAINTENANCE					
591-004-706.000	SALARIES & WAGES	4,051	3,861	3,861	4,015
591-004-707.000	SALARIES & WAGES - PART-TIME	575			
591-004-714.000	FRINGE BENEFITS	1,501	1,731	1,731	1,904
591-004-715.000	FICA/MEDICARE	352	598	598	622
591-004-722.000	RETIREMENT	364	542	542	402
591-004-740.000	OPERATING SUPPLIES	1,598	1,368	1,368	1,423
591-004-800.000	CONTRACTED SERVICES	260	1,082	1,582	1,645
591-004-933.000	REPAIR & MAINTENANCE	789	9,734	9,734	10,123
591-004-943.000	EQUIPMENT RENTAL	294	1,500	1,500	1,560
591-004-977.000	EQUIPMENT, UNDER 5K		1,500	2,250	2,340
Totals for dept 004 - MAINTENANCE		9,784	21,916	23,166	24,034
Dept 011 - DWAM GRANT					
591-011-706.000	SALARIES & WAGES	4,105	3,605	11,105	
591-011-707.000	SALARIES & WAGES - PART-TIME	209			
591-011-714.000	FRINGE BENEFITS	1,523	1,288	1,888	
591-011-715.000	FICA/MEDICARE	328	258	958	
591-011-722.000	RETIREMENT	423	515	1,515	
591-011-800.100	DWAM, CONTRACTUAL SERV, AMP	2,960	23,912	23,912	
591-011-800.200	DWAM, CONTRACTUAL SERV, DSMI		64,551	56,251	
591-011-943.000	EQUIPMENT RENTAL	7,578	8,000	6,500	
591-011-970.000	DWAM, EQUIPMENT	749	1,099	1,099	
Totals for dept 011 - DWAM GRANT		17,875	103,228	103,228	
Dept 013 - TMF - LSLR GRANT					
591-013-706.000	SALARIES & WAGES				6,830
591-013-714.000	FRINGE BENEFITS				2,730
591-013-740.000	SUPPLIES				1,180
591-013-900.000	PRINTING & PUBLISHING				500
591-013-943.000	EQUIPMENT RENTAL				9,289
Totals for dept 013 - TMF - LSLR GRANT					20,529
TOTAL APPROPRIATIONS		603,853	745,182	802,770	1,527,210
NET OF REVENUES/APPROPRIATIONS - FUND 591		156,063	155,987	103,399	28,758

GL NUMBER	DESCRIPTION	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2025 REQUESTED BUDGET
ESTIMATED REVENUES					
Dept 000					
651-000-654.000	DPW CONTRACTING REVENUES	681	1,545	1,545	1,607
651-000-664.000	INTEREST & DIVIDENDS	12,772	10,000	12,800	10,400
651-000-670.000	INTERDEPARTMENT RENTALS	336,355	435,720	435,720	453,149
651-000-671.000	MISC REIMBURSEMENTS		400	400	416
651-000-673.000	SALE OF ASSETS	14,000	12,000	12,000	12,480
651-000-699.000	TRANSFER FROM FUND BALANCE		91,000	112,936	
Totals for dept 000 -		363,808	550,665	575,401	478,052
TOTAL ESTIMATED REVENUES		363,808	550,665	575,401	478,052
APPROPRIATIONS					
Dept 001 - ADMINISTRATION					
651-001-706.000	SALARIES & WAGES	29,930	57,682	57,961	60,279
651-001-707.000	SALARIES & WAGES - PART-TIME	5,522	3,937	5,437	4,094
651-001-714.000	FRINGE BENEFITS	12,472	19,374	19,374	20,149
651-001-715.000	FICA/MEDICARE	2,738	3,563	4,488	3,706
651-001-722.000	RETIREMENT	3,207	4,476	4,476	6,028
651-001-740.000	SUPPLIES	3,170	16,500	16,500	17,160
651-001-751.000	GAS & OIL	41,062	59,000	59,000	61,360
651-001-827.000	VEHICLE INSURANCE	24,858	24,000	24,075	24,960
651-001-853.000	TELEPHONE EXPENSE	480	438	738	456
651-001-860.000	TRAVEL/MEALS/LODGING		580	580	603
651-001-933.000	REPAIR & MAINTENANCE	36,492	43,500	43,500	45,240
651-001-945.000	BUILDING LEASE EXPENSE	41,436	42,700	42,700	44,408
651-001-960.000	PROFESSIONAL DEVELOPMENT	131	160	160	166
651-001-963.000	ADMIN CHARGE GF	23,096	23,789	23,789	24,741
651-001-968.000	DEPRECIATION	81,685			80,000
651-001-970.000	CAPITAL OUTLAY		241,520	263,456	80,000
FOOTNOTE AMOUNTS:					
651-001-977.000	REPLACE 2001 TOOL TRUCK (PICKUP) EQUIPMENT UNDER \$5000		9,167	9,167	9,534
Totals for dept 001 - ADMINISTRATION		306,279	550,386	575,401	402,884
TOTAL APPROPRIATIONS		306,279	550,386	575,401	402,884
NET OF REVENUES/APPROPRIATIONS - FUND 651		57,529	279		75,168
ESTIMATED REVENUES - ALL FUNDS		4,984,102	5,764,477	6,202,151	6,600,024
APPROPRIATIONS - ALL FUNDS		4,438,056	5,606,378	6,098,752	6,329,997
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		546,046	158,099	103,399	270,027



Moving Forward Working Together

VILLAGE OF CASS CITY

2025 PROPOSED OPERATING BUDGET

Attachments

- A. Capital Improvement Plan**
- B. Village Fee Schedule**
- C. Village Wage Chart**
- D. 2025 Year Budget Appropriations Act Resolution
(To be enacted AFTER Public Hearing on
December 9, 2024 with any adjustments)**
- E. 2025 Council Regular Meetings**

VILLAGE OF CASS CITY CAPITAL IMPROVEMENT PLAN

FISCAL YEARS: 2025 THROUGH 2030

Police Department.....	2
Municipal Building.....	3
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The Village of Cass City has a six-year Capital Improvement Plan, in accordance with Michigan Economic Development Corporation (MEDC) guidelines for Redevelopment Ready Community (RRC) Certification Program.

The 2025 Village of Cass City Financial Budget and the Capital Improvement Plan will include Capital Projects and Equipment over \$5,000, in accordance with the Village of Cass City Capitalization Guidelines and Policy. The fiscal year for the Village of Cass City is January – December.

The Capital Improvement Plan for the Village of Cass City is the result of budgeting for anticipated improvements and repairs as a result of planning.

The Village Council meets annually to conduct Strategic Planning for Village. The goals for 2025 Include:

1. Master Plan Update
2. Street Forestry Management
3. Housing Development Grant Study
4. Infrastructure Overview.

The funding for the goals are incorporated in the budget.

In addition, the Village staff and consultants have prepared the following plans to assist the Village Council with making data driven decisions for the Capital Improvement Budget, they include: Police, Economic Development, Parks, Wastewater, Water, Transportation, Sidewalks, and of course our guiding Master Plan.

Police Department

YEAR	NAME	AMOUNT	LINE ITEM	FY TOTAL
2025	Fourth Year on 2022 Police SUV - <i>No Replacement during 2025</i>	N/A	651-001-970	N/A
2026	Patrol Car	55,000	651-001-970	62,500
	New Car Setup	7,500	651-001-970	
2027	Patrol Car	57,000	651-001-970	64,500
	New Car Setup	7,500		
2028	Patrol Car	58,000	651-001-970	65,500
	New Car Setup	7,500		
2029	Fourth Year on 2026 Police SUV - <i>No Replacement during 2029</i>	N/A	651-001-970	N/A
2030	Patrol Car	59,000	651-001-970	66,500
	New Car Setup	7,500		

Municipal Building

YEAR	NAME	AMOUNT	LINE ITEM	FY TOTAL
2025	No Projects			
2026	Municode Codification	12,000	101-261-826	12,000
	Kitchen Upgrade and Appliances	7,000	101-265-970	7,000
	Exterior Upgrades, including masonry	30,000	101-265-970	30,000
2027	Council Chambers Renovation/Furniture	12,000	101-265-970	12,000
	Admin Network Server	14,000	101-261-970	14,000
2028	Boiler/ HVAC Upgrade	30,000	101-265-970	30,000
2029	TBD			
2030	TBD			

Community Promotions

YEAR	NAME	AMOUNT	LINE ITEM	FY TOTAL
2025	Marketing Campaign/Advertising	6,000	101-291-881	6,000
2026	Business Builders	5,000	101-291-880	5,000
2027	TBD	N/A		
2028	TBD	N/A		
2029	TBD	N/A		
2030	TBD			

Parks and Helen Stevens Pool

YEAR	NAME	AMOUNT	LINE ITEM	FY TOTAL
2025	No Projects			
2026	Rail Trail Improvements	10,000	101-754-970	10,000
	Pool Maintenance/Repair	25,000	101-752-970	25,000
2027	Fencing for Softball Field #2	40,000	101-754-970	40,000
2028	Playground Equipment	25,000	101-754-970	25,000
2029	DayCamp Building Improvements, Phase I	50,000	101-754-970	50,000
2030	DayCamp Building Improvements, Phase II	25,000	101-754-970	25,000

Major/Local Sidewalks

YEAR	NAME	AMOUNT	LINE ITEM	FY TOTAL
2025	Sidewalk Major	20,000	202-470-800	
	Sidewalk Local	20,000	203-470-800	
	By Request (50% Program) All local	10,000	203.470.800	50,000
2026	Sidewalk Major	20,000	202-470-800	
	Sidewalk Local	20,000	203-470-800	
	By Request (50% Program) All local	10,000	203.470.800	50,000
2027	Sidewalk Major	20,000	202-470-800	
	Sidewalk Local	20,000	203-470-800	
	By Request (50% Program) All local	10,000	203.470.800	50,000
2028	Sidewalk Major	20,000	202-470-800	
	Sidewalk Local	20,000	203-470-800	
	By Request (50% Program) All local	10,000	203.470.800	50,000
2029	Sidewalk Major	20,000	202-470-800	
	Sidewalk Local	20,000	203-470-800	
	By Request (50% Program) All local	10,000	203-470-800	50,000
2030	Sidewalk Major	20,000	202-470-800	
	Sidewalk Local	20,000	203-470-800	
	By Request (50% Program) All local	10,000	203-470-800	50,000

Street Forestry Management

YEAR	NAME	AMOUNT	LINE ITEM	FY TOTAL
2025	Pruning, Removal, Stump Grinding, Replacement, Local	15,000	203-470-800	15,000
	Tree Inventory	5,000	202-470-800	10,000
	Assessment Local Grant Match	5,000	203-470-800	
	New Trees	2,500	202-470-740	5,000
		2,500	203-470-740	
2026	Pruning, Removal, Stump Grinding, Replacement, Local	15,000	203-470-800	15,000
	New Trees	2,500	202-470-740	5,000
		2,500	203-470-740	
2027	TBD		203-470-800	
2028	TBD		203.470.800	
2029	TBD		202-470-800	
2030	TBD		202-470-800	

Wastewater Treatment Plant (Built in 1981)

YEAR	NAME	AMOUNT	LINE ITEM	FY TOTAL
2025	Sewer Sleeve	50,000	590-003-970	50,000
	South Lift Station Controls	18,000	590-002-970	18,000
2025-2027	Construction estimates for years 2025-2027, based on bid results in Early 2025.			
2028	TBD			
2029	TBD			
2030	TBD			

North Alley-Lead/Copper Water Line Replacement Project

YEAR	NAME	AMOUNT	LINE ITEM	FY TOTAL
2025	Water Main Replacement	353,800	591-003-970	
	Storm Sewer Upgrades	71,200	101-441-970	
	Street Restoration	75,000	202-463-800	
	Alley Pavement Restoration	152,200	591-003-970	
	Alley Pavement Upgrade to Class A	100,000	TBD	
	Misc: Traffic Control, Soil Erosion/Sediment Control, Clean-up	60,000	591-003-970	
	Permits, Engineering, Construction Oversight, Testing and Inspections	199,000	591-003-800	
	Contingencies	99,300	591-003-970	1,110,500

Water Hydrant Replacement

YEAR	NAME	AMOUNT	LINE ITEM	FY TOTAL
2025	Hydrant Replacement (3 new units)	15,000	591-003-970	15,000
2026	Hydrant Replacement (3 new units)	15,000	591-003-970	15,000
2027	Hydrant Replacement (3 new units)	15,000	591-003-970	15,000
2028	Hydrant Replacement (3 new units)	15,000	591-003-970	15,000
2029	Hydrant Replacement (3 new units)	15,000	591-003-970	15,000
2030	Hydrant Replacement (3 new units)	15,000	591-003-970	15,000

Well Maintenance & Distribution System

YEAR	NAME	AMOUNT		FY TOTAL
2025	Roof Replacements on Well House #3	8,000	591-002-970	8,000
	ATRP Filter Media Replacement Project 2029: Year 3 of 7	50,000	591-002-970	50,000
2026	Chlorine Analyzer	10,000	591-002-970	10,000
	ATRP Filter Media Replacement Project 2029: Year 4 of 7	50,000	591-002-970	50,000
2027	ATRP Filter Media Replacement Project 2029: Year 5 of 7	50,000	591-002-970	50,000
2028	ATRP Filter Media Replacement Project 2029: Year 6 of 7	50,000	591-002-970	50,000
2029	ATRP Filter Media Replacement Project 2029: Year 7 of 7	50,000	591-002-970	50,000 350,000 Total Project
2030	TBD			
2025-2030	To be determined based on the Water Asset Management Plan recommendations.	TBD	591-002-970	TBD

Motor Vehicle and Equipment Fund

2025	Tool Truck (pickup) 2001	80,000	651-001-970	80,000
2026	Replace 2002 Case Backhoe	150,000	651-001-970	150,000
2027	Replace 2009 Utility Pickup	45,000	651-001-970	45,000
2028	TBD		651-001-970	
2029	TBD		651-001-970	
2030	TBD		651-001-970	

Municipal Street Fund

YEAR	NAME	AMOUNT	LINE ITEM	
2025	Crush Shape with Overlay- Hillcrest Street (Seeger to Hunt)+5%	105,000	203-463-800	Local
	Full depth mill and Overlay- Brooker Street (Main to Third)+5%	168,000	203-463-800	Local
	Chip and Seal with FOG- Herron Drive (Seeger to Elclare)+5%	68,000	203-463-800	Local
	Large Patches- Bulen and Seed	30,000	203-463-800	Local
	Transportation Asset Management Plan	2,500 5,000	202-463-800 203-463-800	Major/Local
2026- 2030	See the Transportation Asset Management Plan	TBD	TBD	TBD

2025 Proposed VILLAGE FEE SCHEDULE

As of January 1, 2025

Police Department	1
Police Department	1
Liquor License/Review	1
Parks and Recreation	2
Swimming Pool / Splash Park	2
Swim Lessons	2
Summer Day Camp Program	2
Field Use	3
Ball Diamonds	3
Soccer Leagues	3
Tournaments	3
Pavilion Rental	3
Zoning	4
Zoning Compliance Permits & Site Plan Reviews	4
Zoning Board of Appeals	4
Building Code Services	4
Miscellaneous	5
Freedom of Information Act	5
Village Clerk/Treasurer	5
Plotter Fees	5
Department of Public Works	6
Water Department	6
Wastewater Treatment Plant	7
WWTP Lab	7
Storm Sewer	7
Refuse	7

Police Department

	2024 Current	2025 Proposed
Preliminary Breathalyzer Test (PBT)	5.00	5.00
Liquor License/Review	250.00	250.00

Parks and Recreation

As of January 1, 2025

Swimming Pool / Splash Park

	2024 Current	2025 Proposed
Splash Park and Pool: Single Daily Admission	5.00/day	5.00/day
Splash Park and Pool: Family Daily Admission	15.00/day	20.00/per group up to 4 people +3.00 per additional person
Splash Pad and Pool Season Pass, Village Residents	60.00 /single 100.00 /2-person 10.00 /each additional person	75.00 /single 125.00 /2-person 15.00/each additional person (Limited to same household)
Splash Pad and Pool Season Pass, Non-Village Residents	65.00 /single 110.00 /2-person 15.00 /each additional person	80.00 /single 135.00 /2-person 20.00/each additional person (Limited to same household)
Adult Lap Swim Pass	\$52.50 Village Resident/ \$56.00 Non-Resident	60.00/ Village Resident/ 70.00 Non-Resident
Pool Rental (2-hour maximum)	200.00 for 1-50 swimmers 250.00 for 50+ swimmers	200.00 for 1-50 swimmers 250.00 for 50+ swimmers
Splash Pad Rental (2-hour maximum)	\$25.00/ hour, Village Resident \$35.00/hour, Non-Resident	\$40.00/ hour, Village Resident \$50.00/hour, Non-Resident
Sponsor Free Pool Day for Open Swim	200.00 per day	300.00 per day (4 hour maximum/day)

Swim Lessons

	2024 Current	2025 Proposed
One Child, under 18 years of age, 1 Week Session, Village Resident	60.00/session	70.00/session
One Child, under 18 years of age, 1 Week Session, Non-Village Resident	65.00/session	75.00/session
Infant and Child Session, 6 months to 2 years, Village Resident	35.00/session	45.00/session
Infant and Child Session, 6 months to 2 years, Non-Village Resident	40.00/session	50.00/session
Private Lessons by Appointment	20.00/hour	25.00/hour

Arts and Crafts/Day Camp Summer Program

	2024 Current	2025 Proposed
Village Residents	15.00/day per child 300.00/season per child	20.00 /day per child 375.00/season per child
Non-Village Residents	20.00/day per child 350.00/season per child	25.00/day per child 450.00/season per child
Early Drop-Off Penalty Fee	\$ 7.00/ day per child	\$ 10.00/ day per child
Late Pick-up Penalty Fee	\$ 7.00/ day per child	\$ 10.00/ day per child
Field Trips	Based upon actual cost	Based upon actual cost

Field Use

Ball Diamonds

	2024 Current	2025 Proposed
Adult Leagues (under 10 games per week/per league)	50.00/team	75.00/team
Adult Leagues (10 games and over per week/per league)	350.00/season	400.00/season
Lighting Fee	50.00/season	75.00/season

Soccer Leagues

	2024 Current	2025 Proposed
Soccer Leagues	250.00/season	300.00/season
Re-Locate Soccer Fields	<i>Actual Material and Labor Costs</i>	<i>Actual Material and Labor Costs</i>

Tournaments

	2024 Current	2025 Proposed
Tournament Field Fee - 1 Day	100.00 per field per day	100.00 per field per day
Tournament Field Fee - 2 Day	200.00 per field per day	200.00 per field per day
Tournament Field Fee - 3 Day	250.00 Per field per day	250.00 Per field per day
Tournament Re-Chalk/Re-Float	25.00 per field	25.00 per field
Special Event Chalk/Float Fee	25.00 per field	25.00 per field
Chalk & Balls	At Cost	At Cost
Event Electrical Fee (Without Pavilion Rental)	25.00 per field	25.00 per field

Pavilion Rental (Reservations can be made beginning January 2, 2025)

	2024 Current	2025 Proposed
North Pavilion Rental	35.00 Village Resident	50.00 Village Resident
	50.00 Non-Village Resident	65.00 Non-Village Resident
Stevens Terrace (DayCamp Terrace)	35.00 Village Resident	45.00 Village Resident
	50.00 Non-Village Resident	60.00 Non-Village Resident
Lions Pavilion Rental	75.00 Village Resident	90.00 Village Resident
	100.00 Non-Village Resident	120.00 Non-Village Resident

Zoning

Zoning Compliance Permits & Site Plan Reviews	2024 Current	2025 Proposed
Permits and Site Plan Review and Inspections Fees may be waived by the Village Council	Permits: 60.00 per permit, includes one pre-inspection and one post-inspection. (per contract) Site Plan Reviews: \$75 per hour Inspections: Residential: 30.00 per hour Non-residential: 75.00 per hour	Permits: 60.00 per permit, includes one pre-inspection and one post-inspection. (per contract) Site Plan Reviews: \$75 per hour Inspections, per hour: Residential: 30.00 Industrial/Commercial: 75.00
Sign Permit	N/A	35.00
Consultant Costs	Actual	Actual

Zoning Board of Appeals

	2024 Current	2025 Proposed
Deposit – Residential	200.00	300.00
Deposit – Business/Commercial	400.00	500.00

- Proposed Increase due to higher notice costs at Tuscola Advertiser

Building Code Services

	2024 Current	2025 Proposed
Annual Rental Unit Registration Fee	\$35 per unit	\$35 per unit
Rental Unit Inspection Fee (Payable Directly to SafeBuilt)	\$ 100 per unit, per inspection	\$ 100 per unit, per inspection
As Requested Dangerous Building Inspection Services	\$82.000 per hour – one (1) hour minimum	\$82.000 per hour – one (1) hour minimum
After Hours/ Emergency Inspection Services	\$125.000 per hour – two (2) hour minimum	\$125.000 per hour – two (2) hour minimum
After Hours/ Meetings and Court	\$82.000 per hour – two (2) hour minimum	\$82.000 per hour – two (2) hour minimum

Miscellaneous
Freedom of Information Act

	2024 Current	2025 Proposed
Initial Cost Less than/Equal to \$50.00	FOIA fee will be charged at the rate for wages and fringe benefits of the employee able to comply with the request, who is paid the least	FOIA fee will be charged at the rate for wages and fringe benefits of the employee able to comply with the request, who is paid the least
Duplication Fees – Black/White Copies	.10 per page	.10 per page
Mailing Fees – Envelopes	.50/each #10 size 1.00/each legal/letter size	.50/each #10 size 1.00/each legal/letter size
Mailing Fees – Postage	Actual Cost	Actual Cost
Hourly Labor	FOIA fee will be charged at the rate for wages and fringe benefits of the employee able to comply with the request, who is paid the least	FOIA fee will be charged at the rate for wages and fringe benefits of the employee able to comply with the request, who is paid the least
Out-sourced work	Actual cost.	Actual cost.

Village Clerk/Treasurer

	2024 Current	2025 Proposed
Bad Check Fee	30.00/check	30.00/check
Notary	\$ 5.00	\$ 5.00
Passports	Fees set by State Department	Fees set by State Department
Vacant, Abandoned, Foreclosed Building Registration	\$25.00	\$25.00
Medical Marijuana Facility Permit	\$5,000.00	\$5,000.00

Plotter Fees

Regular Prices:	Print		Scan	Copy	Intense Color Addtl. Charge
	Bond	Presentation			
Paper Size				Bond	
18x24	\$ 2.50	\$ 4.50	\$ 3.00	\$ 3.50	+ \$ 10.00
24x36	\$ 5.00	\$ 7.00	\$ 3.00	\$ 6.00	+ \$ 18.00
30x42	\$ 7.30	\$ 9.30	\$ 3.00	\$ 8.30	+ \$ 26.00
36x48	\$10.00	\$12.00	\$ 3.00	\$11.00	+ \$ 36.00
Odd sizes by square foot	\$ 0.90	\$ 1.20	\$ 0.75	\$ 1.20	+ \$ 3.25

Department of Public Works

Water Department

	2024 Current	2025 Proposed **
Operation/Maintenance/Repair (OMR): ¾" Meter Size	20.79 / Month	24.70 / Month
Operation/Maintenance/Repair (OMR):: 1" Meter Size	34.64/ Month	41.17/ Month
Operation/Maintenance/Repair (OMR): 1 1/2" Meter Size	69.28 / Month	82.33 / Month
Operation/Maintenance/Repair (OMR):: 2" Meter Size	110.86 / Month	131.73 / Month
Operation/Maintenance/Repair (OMR):: 3" Meter Size	207.85 / Month	247.00 / Month
Operation/Maintenance/Repair (OMR):: 4" Meter Size	346.42 / Month	411.67 / Month
Water Usage rate per 1000 gallons (Tier 1: 0-65,000 gallons/month)	4.23 per each 1000 gallons	4.94 per each 1000 gallons
Water Usage rate per 1000 gallons (Tier 2: 65,000+ gallons/month)	3.38 per each 1000 gallons after 65,000 gallons billed in Tier 1	3.95 per each 1000 gallons after 65,000 gallons billed in Tier 1
New Account Deposit	75.00	100.00
Tap-In Fee (Fees may be waived by the Village Council)	1000.00 per tap	1,000.00 per tap
Shut-off Fee	25.00	25.00
Turn-On Fee	25.00	25.00
Private Water Well Violation	\$250/Day	\$250/Day
Manual Read Fee	25.00	25.00
Outside Manual Read Fee, Water Only	25.00	25.00
Water Sales Dock	.25/25 gallons	.30/25 gallons
Sale of material	Actual or current cost plus 5% handling charge	Actual or current cost plus 5% handling charge
Connection Costs	Actual Costs (Labor, Equipment, Material	Actual Costs (Labor, Equipment, Material
Ready to Serve Charge, for Active Military Homeowners, with Proof of Deployment over six months, and water shut off during deployment. (As of 5/20/2019)	OMR Waived during deployment	OMR Waived during deployment

** 2025 to be based on Water/Sewer Rate Study completed by M.Engels/MRWA

Wastewater Treatment Plant

Sewer Department

	2024 Current	2025 Proposed ***
Operation/Maintenance/Repair (OMR): ¾" Meter Size	19.76 / Monthly	28.90 / Monthly
Operation/Maintenance/Repair (OMR):: 1" Meter Size	32.93 / Monthly	48.17 / Monthly
Operation/Maintenance/Repair (OMR):1.5" Meter Size	65.85 / Monthly	96.33 / Monthly
Operation/Maintenance/Repair (OMR):: 2" Meter Size	105.36 /Monthly	154.13 /Monthly
Operation/Maintenance/Repair (OMR):: 3" Meter Size	197.55 / Monthly	289.00 / Monthly
Operation/Maintenance/Repair (OMR):: 4" Meter Size	329.26 / Monthly	481.67 / Monthly
(6" Meter Size dropped: No customers at that level)		
Usage per each thousand gallons	9.45 per each 1000 gallons	10.28 per each 1000 gallons
Tap-In Fee (Fees may be waived by the Village Council)	1,000.00 per tap	1,000.00 per tap*
Connection Costs	Actual Costs (Labor, Equipment, Material)	Actual Costs (Labor, Equipment, Material)
New Account Deposit	75.00 (waived, if paying Water Deposit)	100.00 (waived, if paying Water Deposit)
Sewer Repair Registration Fee (Notice from Private Contractor of work for Village Sewer repair)	N/A	35.00
Sale of material	Actual or current cost plus 5% handling charge	Actual or current cost plus 5% handling charge
Ready to Serve Charge, for Active Military Homeowners, with Proof of Deployment over six months, and water shut off during deployment. (As of 5/20/2019)	OMR Waived during deployment	OMR Waived during deployment

WWTP Lab

	2024 Current	2025 Proposed
Water Samples	40.00	40.00
Other Tests	TBD	TBD
Sale of material	Actual or current cost plus 5% handling charge	Actual or current cost plus 5% handling charge

Storm Sewer

	2024 Current	2025 Proposed
Tap-In Fee (Fees may be waived by the Village Council)	1,000.00/tap	50.00/tap
Sale of material	Actual or current cost plus 5% handling charge	Actual or current cost plus 5% handling charge

Refuse

	2024 Current	2025 Proposed
Per unit, up to three units Contract year: (September - August)	<i>Per contract</i> 13.45 /month – January – August 13.85 /month– Sept – December +1.00 /month– Fuel Surcharge (Jan-Dec)	<i>Per contract</i> 13.85 /month – January – August 14.26 /month– Sept – December +1.00 /month– Fuel Surcharge (Jan-Dec)

VILLAGE OF CASS CITY

Wage Chart

2025

**VILLAGE OF CASS CITY
2025 WAGE CHART
NON-UNION FULL-TIME EMPLOYEES
(Includes 4% Increase)**

SALARIED ADMINISTRATION:

	<u>2024</u>	<u>2025</u>
Clerk/Treasurer	73,031	75,952
Chief of Police	76,385	79,440
Director of Public Utilities	97,603	101,507
Parks and Recreation/ Community Development Director	56,501	58,760

HOURLY STAFF:

MUNICIPAL OFFICE:

Executive Assistant	22.62	23.52
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WASTEWATER TREATMENT PLANT:

Asst. WWTP Superintendent	31.22	32.36
WWTP Operator, Licensed	28.49	29.02
WWTP Operator, Unlicensed	25.57	27.09

(License Premium \$0.50 per license per hour)

POLICE:

Sargeant	29.86	35.00
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**VILLAGE OF CASS CITY
2025 WAGE CHART
NON-UNION PART-TIME EMPLOYEES
(Includes 4% Increase)**

<u>RECREATION:</u>	<u>2024</u>	<u>2025</u>
Pool		
Pool Coordinator	16.64	17.31
Head Guard	14.00	14.56
Lifeguard III	13.00	14.02
Lifeguard II	13.00	13.77
Lifeguard I	13.00	13.52
Special Instructors	% of Registration Fee	% of Reg. Fee (TBD)
Parks		
Part-Time Maintenance Supervisor	24.77	25.76
Summer Laborer III	13.51	14.05
Summer Laborer II	12.39	13.24
Summer Laborer I	11.27	12.85
Day Camp Program		
Program Manager	16.64	17.31
Head Counselor		14.50
Counselor III	11.55	14.00
Counselor II	11.55	13.24
Counselor I	11.55	12.85
ADMIN SUPPORT		
Admin Assistant	17.95	18.67
MUNICIPAL BUILDING		
Custodian	15.12	15.72
POLICE		
PT Patrol Officer/Technology Officer	25.24	26.25
PT Patrol Officer	24.11	25.07
(Evening Shift Premium \$1.00 per hour)		

Note 1: Michigan Minimum Wage increases to **\$12.48**/hour on February 21, 2025.

Note 2: Wage Chart does not include contracted employees.



Moving Forward Working Together

VILLAGE OF CASS CITY

Manager's Overview and Analysis

of the

Proposed Operational Village Budget

January – December, 2025



November 25, 2024

Village President and Council Trustees
6506 Main Street
Cass City, MI 48726

Re: Fiscal Year 2025 Budget

Dear President and Trustees:

Submitted for your consideration is the 2025 Proposed Village of Cass City Operating Budget. This is in accordance with Section 2 – 84 (b) (7) of the Code of Ordinances. As required by law, the expenditures are balanced against anticipated revenues.

This submittal will address revenues and expenditures of the nine operating funds that comprise the Village's Operating Budget. These funds are: General Fund, Major Streets, Local Streets, Economic Development Corporation, Downtown Development Authority, Water Recreation, Water Enterprise Fund, Wastewater Enterprise Fund, and Motor Vehicle and Equipment Fund. Additionally, the financial plan includes: Six-Year (2025 – 2030) Capital Improvement Plan, Millage Rates, Village Fee Schedules, Wage Charts, and the appropriate resolution.

The major sources of revenue for all funds are property taxes, state-shared revenues, user fees, utilities, and Federal, State, and Local grants. The property tax revenues are spread among four funds: General, Major Streets, Local Streets, and Downtown Development Authority.

The fiscal year 2025 budget is a challenging, complex, and informative budget. Notes have been incorporated into the budget to provide more information on the line-item details. The fiscal year 2025 budget reflects the direction given by the Village Council for our goals, staffing, utility rates, and operations. The total budget for 2024 was \$5,764,477, and the 2025 total budget is \$6,579,495. The increase in the budget is due in part to the increase in capital expenditures for street repair and the watermain project in the alley behind Little Caesar's Pizza.

The millage rates for the Village will decrease overall. There will be an increase to our Street mills from 4.9162 to 4.9237, we cannot raise it to the 5 mills allowed due to the Headlee cap. The Headlee cap is also responsible for the decrease in the total millage for the village operating from 18.0051 to 17.9133. The millage breakdown follows: 12.3096 Mills for Operating; 4.9237 Mills for Streets; and 0.6800 Mill for Community Promotion, totaling 17.9133 Mills.



The Headlee Amendment to the Michigan Constitution, approved in 1978 by Michigan voters, is a property tax revenue limitation requiring that if the assessed value of a local tax unit's total taxable property increases by more than the inflation rate, the maximum property tax millage must be reduced so that the local unit's total taxable property yields the same gross revenue, adjusted for inflation.

Each year, the Tuscola County Equalization Department factors the Headlee requirements against the current assessed property values, the rate of property value growth, and the inflation rate and sets the maximum millage rates allowed to satisfy the capping rules. After Tuscola Equalization releases the new 2025 maximum rates next May, the Village Council sets the Tax Levy Rates at the May 2025 Council Meeting.

General Fund is the most challenging budget to prepare. The Village will have a decrease in revenues from the state for personal property tax, decrease in cable franchise fees, and a decrease in our interest earnings. The General Fund includes our Parks Department with a budget for pool, parks, and daycamp totaling \$466,745; and police with a budget of \$697,372. The Parks and Police budget totals \$1,164,117, which is 55% of our \$2,122,258 General Fund revenues. Staff are recommending the use of \$48,000 from the General Fund Fund Balance to balance the budget; however, we do not anticipate using all these funds. The last four audits have added funds and increased our General Fund Fund Balance, and through rigorous oversight and management, we plan to continue adding to our fund balance.

The Strategic Planning Goals for 2025 have been funded in the proposed budget. Please note the following: 1) \$13,400 for Master Plan and Zoning Map updates; 2) \$15,000 for the Forestry Management Program; 3) \$7,500 for the Transportation Asset Management Plan for streets; in addition to \$6,000 for Marketing our new logo and brand.

The Capital Improvement Budget for 2025 is proposed in the amount of \$1,696,000. Capital items are for: our marketing campaign, master plan revision, sidewalk repairs, funding for our new Forestry program and a new tool truck for DPW. Wastewater includes \$50,000 for sewer lining. The Water Fund includes the lead line and water main project in the alley behind Chippi's service center and Little Ceasar's Pizza in the amount of \$1,110,500. Additional capital for the water department includes \$15,000 for hydrant replacements, a new roof on Well House #3 for \$8,000, and saving for the ARTP media filter replacement in the amount of \$50,000.

Street projects for 2025 include: Hillcrest Street \$105,000, Brooker Street \$168,000, Herron Drive \$68,000, and large patches on Bulen Drive and Seed Street \$30,000. A Transportation Asset Management Plan is budgeted in the amount of \$7,500.



Funds are available in the Local Streets Fund Balance and a transfer-in of \$330,376 is budgeted for these street projects. These purchases and projects will need to receive further Village Council approval prior to purchase or the start of a project.

There are no planned capital improvements for the Municipal Building for 2025 in the proposed budget. This year we will not be replacing a police patrol vehicle, the next purchase will be in 2026.

There is \$25,000 budgeted for sidewalk installation and repairs in both Major and Local Streets. The Village plans to repair and replace sidewalks in accordance with our Sidewalk Study.

The Water Fund budget is \$1,535,439 with anticipated appropriations of \$1,520,261. There will be rate increases for both usage and Operations, Maintenance, and Repair (OMR). The average residential customer will have an approximate water rate increase of \$ 6.75 per month increase in their bill. The OMR monthly fee will be \$24.70, and the cost per unit fee increases from \$4.23 to \$4.94 per unit. In 2024 our commercial customers completed the fourth-year of a four-year rate increase to OMR to bring them in alignment with industry standards which bill based on pipe size, and those increases end in 2025. The capital purchases planned are for three fire hydrants and a total of \$15,000, watermain replacement from M-81 to the alley behind Little Caesar's Pizza, and \$8,000 for roof repair at Wellhouse #3. There is \$50,000 reserved for the ATRP filter media replacement in 2029 estimated to cost \$350,000.

The Wastewater Fund budget is \$1,083,591 with anticipated appropriations of \$966,752. There will be rate increases for both usage and OMR. The average residential customer will have an approximate sewer rate increase of \$12.48 per month increase in their bill. The OMR monthly fee will be \$28.90, and the cost per unit fee increases from \$9.45 to \$10.28 per unit. This budget starts to include debt service for the new wastewater treatment plant, and \$50,000 for CIPP lining of our sewer lines.

This budget has been prepared with the following considerations:

- The budget includes a three percent (3%) cost-of-living increase in expenditure on most line items.
- The Village is in year four of the Emterra refuse collection contract with a five-year term. The new rate will be \$14.26 per month. There is an addition to the monthly fee of \$1.00 per household due to a fuel surcharge by Emterra, which is allowed in their contract.



- The budget for employee healthcare incorporates employee contributions to their health care premiums for the first time. Employees were offered a second plan that had increased out-of-pocket costs at no charge to the employee; however, the majority of employees chose to retain their existing healthcare plan and will contribute to the premiums. Our MESSA healthcare plan for renewal increased 17.5%, and we were able to lower the cost to a 10% increase by switching our pharmacy plan. In 2025, employees who choose to receive the same coverage will contribute through payroll deductions the cost of the 10% increase in benefits.
- A four percent (4%) wage increase for non-union, and the Teamsters Local 214 employees is included in the budget.
- There have been changes made to the Fee Schedule. The fee schedules for swimming lessons increased for all class offerings and private lessons. The fee increases were necessary to fund the increased wages for lifeguards and the recreation/day camp program.

The following are additional considerations in the 2025 budget.

- The timeline for the Wastewater Treatment Plant Renovation Project will require a bond issue in 2025. The budget for the bond interest payment of \$100,057 has been incorporated in the Wastewater budget and utility rates. USDA has agreed to allowing the Village to phase in our rate increases over a three-year period for the wastewater treatment plant project.
- The Village has several older computers in the Administrative, Water and Wastewater Departments that will need to be replaced. Effective October 14, 2025, Windows 10 will no longer receive support or free software updates. These computers will need to be replaced to run the Microsoft Windows 11 software.
- The property and general liability rates from our insurance carrier have not been received for 2025. A site visit is planned for December. The new rates should be provided after the meeting. The coverage period is for a calendar year, January through December.



The budget is a planning document and subject to change and quarterly amendments. There are planned projects and a bond issue that are not reflected in the proposed budget as we do not have enough information to include at this time.

It is appropriate to recognize the time-consuming preparation of the 2025 budget as a team effort by department heads and staff. Recognition and gratitude are extended to RJ Klaus, Public Utilities; Jim Freeman, Chief of Police; Melanie Radabaugh, Community Development Director; and Robin Wallace. Their extra work is greatly appreciated. Special recognition and gratitude are given to Nanette Walsh, Clerk/Treasurer.

A Committee of the Whole meeting has been scheduled for Wednesday, December 4, 2024, at 6:00 pm to discuss the 2025 budget. A public hearing on the budget will be held on December 9, 2024, in advance of a vote to approve the budget. The budget must be approved before the end of the fiscal year December 31, 2024. If you would like to discuss the budget, please contact me or Nanette Walsh, Clerk/Treasurer.

Respectfully,

Deboria L. Powell
Village Manager

Attachments

VILLAGE OF CASS CITY

**2025
Budget Appropriations Act
Resolution**

**To be enacted AFTER Public Hearing
on December 9, 2024
(with any adjustments)**

VILLAGE OF CASS CITY RESOLUTION

2025 FISCAL YEAR BUDGET GENERAL APPROPRIATIONS ACT

A RESOLUTION TO PROVIDE FOR ADOPTION OF A BUDGET AND CAPITAL IMPROVEMENT PROGRAM PROPOSED BY THE VILLAGE MANAGER CONTAINING ESTIMATES OF PROPOSED REVENUES AND EXPENDITURES FOR

THE FISCAL YEAR BEGINNING JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025

At a Regular Cass City Village Council Meeting on Monday, December 9, 2024:

MOTION by: _____ Supported by: _____

WHEREAS, in accordance with the provisions of Public Act 2 of 1968, Public Act 621 of 1978, As Amended, the Uniform Budgeting and Accounting Act for Local Government, and Ordinance 124 of the Village of Cass City, the Village Manager as the Chief Administrative Officer and the Chief Financial Officer, shall prepare the budget proposal for the ensuing year and shall submit it to the Village Council at its meeting on November 25, 2024 and

WHEREAS, at its November 25, 2024, Meeting, Village Council received the Village Manager's Proposed 2025 Village Budget Plan and Six-Year Capital Improvement Program, and held a Public Hearing on December 9, 2024 at 6:05 PM to hear comments on the Proposed Budget Plan; and

WHEREAS, the Village Council, following the Public Hearing on the Proposed Budget, acknowledges the Village tax rates for 2025 that were presented at the November 25, 2024 Regular Meeting, to provide the tax revenues included in the Proposed 2025 Budget as follows:

Village General Operating	12.3096 Mills
Streets	4.9237 Mills
Community Promotion	0.6800 Mills
Total Village Millage:	17.9133 Mills

per Thousand Dollars (\$1,000) of taxable valuation, as equalized; and

NOW, THEREFORE, BE IT RESOLVED that the Village Council of the Village of Cass City:

SECTION 1. That for the revenues and expenditures of the Village Government and its activities for the fiscal year, **beginning January 1, 2025 and ending December 31, 2025**, the amounts in the following sections are hereby appropriated.

SECTION 2. That for the said fiscal year the General Fund is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 2,122,258
TOTAL EXPENDITURES	\$ 2,122,258
TOTAL FROM FUND BALANCE	\$ 48,000

SECTION 3. That for the said fiscal year the Major Streets Fund is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 447,958
TOTAL EXPENDITURES	\$ 385,115

SECTION 4. That for the said fiscal year the Local Streets Fund is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 850,796
TOTAL EXPENDITURES	\$ 850,796
TOTAL FROM FUND BALANCE	\$ 330,376

SECTION 5. That for the said fiscal year the Economic Development Corporation is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 14,250
TOTAL EXPENDITURES	\$ 14,250

SECTION 6. That for the said fiscal year the Downtown Development Authority is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 46,631
TOTAL EXPENDITURES	\$ 46,631

SECTION 8. That for the said fiscal year the Water Recreation Fund is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 520
TOTAL EXPENDITURES	\$ 520

SECTION 9. That for the said fiscal year the Wastewater Fund is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 1,083,591
TOTAL EXPENDITURES	\$ 980,333

SECTION 10. That for the said fiscal year the Water Fund is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 1,555,968
TOTAL EXPENDITURES	\$ 1,527,210

SECTION 11. That for the said fiscal year the Motor Vehicle Fund is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 478,052
TOTAL EXPENDITURES	\$ 402,884

SECTION 11. That amounts budgeted for specific items or purposes and are not required to be utilized for such items or purposes, may be spent by the Village Manager, for other items or purposes within the same fund for which such allocations are made, except as provided for in Village Code, Sections 2-84 and 2-85, limitations.

SECTION 12. Be it further resolved that the Property Tax Collection Fee and any type of late penalty charge as provided for by statute be assessed.

SECTION 13. Be it further resolved that charges, services, fees, permits, licenses, penalties, and fines are hereby assessed, to provide for the revenues included in the proposed 2025 Fiscal Year Budget excepting where ordinance amendment and public notice is required.

Ayes: Benkelman, Goka, Griesing, Kim, Leeson, Piaskowski

Nays: None

Excused: Dorland

Resolution Adopted/Not Adopted



CERTIFICATE

I, Nanette S. Walsh, Cass City Village Clerk, do hereby certify that the foregoing is a complete and true copy of a resolution, the original of which is on file in my office, adopted by the Cass City Village Council at a regular meeting thereof held on Monday, December 9, 2024.

Nanette S. Walsh
Nanette S. Walsh Village Clerk/Treasurer

12-9-2024
Date





Moving Forward Working Together

VILLAGE OF CASS CITY

Schedule of Council Meetings

January – December, 2025

2025 Village of Cass City Council Regular Meetings

Monday, January 27, 2025

Monday, February 24, 2025

Monday, March 31, 2025

Monday, April 28, 2025

Monday, May 19, 2025*

Monday, June 30, 2025

Monday, July 28, 2025

Monday, August 25, 2025

Monday, September 29, 2025

Monday, October 27, 2025

Monday, November 24, 2025

Monday, December 15, 2025 **

Monday, December 15, 2025 Public Hearing on Proposed 2026 Budget

*Third Monday of the month because of the Holiday

** Third Monday of the month because of the Holidays

2025 Committee of the Whole (2nd Wednesday)

January 8, 2025

March 12, 2025

May 14, 2025

July 9, 2025

September 10, 2025

November 12, 2025

December 3, 2025