

# 2021-2022

## PROPOSED BUDGET



THIS IS **SAGINAW**  
**WE BUILD**  
**[RESILIENCE]**



# CITY OF SAGINAW MICHIGAN

Honorable Brenda F. Moore  
Mayor



Timothy Morales  
City Manager

Submitted to City Council

April 26, 2021

Honorable Michael D. Balls, Mayor Pro-Tem

Annie Boensch, Council Member

George M. Copeland, Jr., Council Member

Michael R. Flores, Council Member

Monique Lamar-Silvia, Council Member

Bill J. Ostash, Council Member

Autumn L. Scherzer, Council Member

Reginald Williams II, Council Member

## 2021-2022 PROPOSED BUDGET

# CITY OF SAGINAW MICHIGAN

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Administrative Support Clerk



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Saginaw**

**Michigan**

For the Fiscal Year Beginning

**July 1, 2020**

*Christopher P. Morill*

Executive Director

The Government Finance Officer Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Saginaw for its annual budget for the fiscal year beginning July 1, 2020. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operational guide, as a financial plan, and a communication device. This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and will be submitting it to GFOA to determine its eligibility for another award.



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**CITY OF SAGINAW**  
1315 South Washington Avenue  
Saginaw, MI 48601-2599

April 26, 2021

Honorable Mayor and City Council:

In accordance with Section 43 of the Charter of the City of Saginaw and M.C.L.A. 141.421 et. seq, the Uniform Budgeting and Accounting Act, I am pleased to present for your consideration the following proposed budget for Fiscal Year 2021-2022. This budget was created to accomplish the City Council strategic goals and directives for the next fiscal year. The budget continues to provide basic services, and strives to maintain the quality standards our residents have come to expect. This balanced and strategic approach results in a spending plan that adapts to the changing needs of our community, without compromising our financial future. Although you have been presented with a balanced budget, the 2021-2022 Proposed Budget will require diligent review and monitoring throughout the fiscal year.

### **Millage Rates**

The proposed budget is based on a millage rate of **14.8830 mills**, which is the same as the previous year.

- **7.3830 mills** will be levied for City Operating and
- **7.5000 mills** will be levied for the Police and Fire Special Assessment.

#### *What does this mean for the average homeowner?*

- Average Home Market Value in the City of Saginaw **\$38,848**
- Average taxable value in the City of Saginaw is **\$17,530**, resulting in **\$71 monthly taxes**

It is important to note that the City has a revenue ceiling of \$3,828,778, per the City of Saginaw City Charter. Additionally, the City has a maximum allowable general operating millage rate of 7.5000, even if the revenue ceiling has not been reached. This is a result of the tax cap, which was passed by the City residents in 1979.

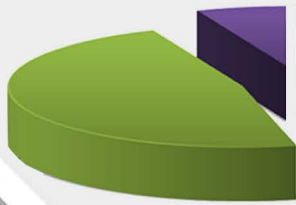
For a more in depth discussion of the budget, please refer to the “Budget Overview” section of the budget document. The major highlights of the fiscal year 2021-2022 Proposed Budget follow below:

# CITY OF SAGINAW, MI

A place to live, work, learn, and play

## 2021 / 2022 Proposed Budget \$132.40 million

2021 / 2022 Budget by fund type



Resource Allocation

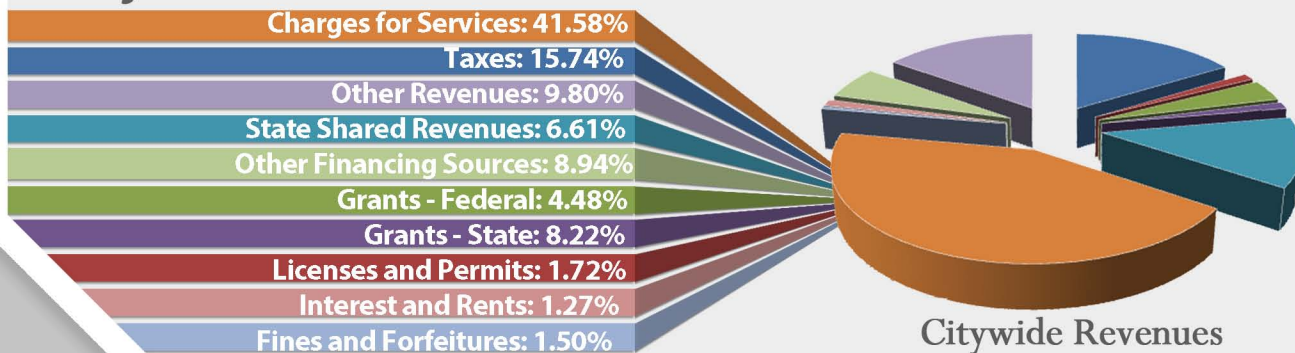
General Fund	\$37,792,871	28.54% of total budget
Special Revenue Funds	\$25,991,790	19.63% of total budget
Enterprise Funds	\$60,636,161	45.80% of total budget
Internal Service Funds	\$7,946,542	6.0% of total budget
Fiduciary Funds	\$34,910	0.03% of total budget

## 2022 City Council Priorities

- Economic Development of Urban Core
- Neighborhood Revitalization
- Arts, Culture, and Recreation
- Police and Fire
- Utilities Infrastructure



## Citywide Revenues \$132.40 million



Citywide Revenues

**FACT: TAXES WILL FUND 15.74% OF THE CITY'S TOTAL BUDGET FOR FY 2021 / 2022**



# General Fund Operations

The General Fund is the largest fund of the city and represents 28.54% of the overall budget. This consists of the following departments:

General Government \$2.78 million

Fiscal Services \$3.08 million

Community Public Safety - Police \$14.56 million

Community Public Safety - Fire \$9.15 million

Neighborhood Services and Inspections \$1.72 million

General Fund Public Services \$3.88 million

Other General Fund Expenditures \$2.61 million



## Public Safety Activities

Consists of Police, Fire, Inspections,  
and Neighborhood Services  
**\$25.43 million**



Neighborhood Services  
and Inspections  
**\$1.72 million**



Community Public  
Safety Police **\$14.56 million**



Community Public Safety  
Fire **\$9.15 million**



...including  
Planning and Zoning,  
Inspections,  
Parking Operations  
and Maintenance





## **Parks and Facilities Activities**

**are allocated to the General Fund's Department of Public Service. These activities consists of Cemeteries, Parks Ground Maintenance, Weed Abatement, and Facilities - \$2.60 million**

## **Cemeteries**

**The city manages 3 cemeteries:  
Brady Hill, Oakwood, and Forest Lawn Cemeteries  
Cemeteries - \$929,143  
Grounds - \$651,846**

**FACT: THE CITY OF SAGINAW MAINTAINS 947 ACRES ANNUALLY.**

## **Facilities**

**Facilities - \$918,630**





**Special Revenue Funds**  
**Account for \$25.99 million**  
**or 19.63% of the citywide budget**



## **Major\Local Streets**

**Budgeted at \$9.80 million (combined)**

**Road Maintenance 27.18%**

**Snow Removal 12.48%**



**FACT: THE CITY MAINTAINS 315 MILES OF STREETS.**

## **Road Construction/Maintenance**

**Budgeted at \$9.80 million (combined)**

**Federal and State Resources \$9.74 million**

**City Portion \$55,650**



## **Road Pavement Program**

**Major and local street projects are ongoing throughout the city. Projects are chosen based on the following factors:**

- **Traffic Volumes**
- **Infrastructure Needs**
- **Feedback from the Department of Public Services, specifically the Engineering Division**
- **The city's Roadsoft pavement management program**



## **Rubbish Collection**

**\$5.05 million**

**Household Unit Fee \$230**

**Services include: Rubbish Collection,  
Brush Collection, Yard Waste, Recycling,  
Environmental Improvements,  
Composting, and Sanitary Landfill**

## **Community Development Block Grant**

**\$6.36 million**



**FACT: CDBG RECEIVES FUNDING FROM THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT TO ASSIST WITH THE CREATION OF SUITABLE LIVING ENVIRONMENT AND ECONOMIC OPPORTUNITIES FOR LOW AND MODERATE INCOME RESIDENTS**

## **Public Safety Grant Funds**

**\$3.53 million**

**Public Safety Millage \$2.87 million**

**Other Public Safety Funds \$657,229**





## Arts and Culture

\$285,264

Andersen Center

Arts and Enrichment Commission



## Downtown Development Authority (DDA)

Total Budget \$171,824



**FACT: THE DDA STRIVES TO CREATE BUSINESS RETENTION PROGRAMS, JOB CREATION ACTIVITIES AND OVERALL ECONOMIC DEVELOPMENT PROJECTS IN THE CITY OF SAGINAW.**

**THE DDA WILL LEVY A 2 MILL LEVY IN THE DOWNTOWN AND OLD TOWN AREAS. THIS LEVY EQUATES TO \$124,516, TO BE REINVESTED INTO THE DISTRICT.**





# Enterprise Funds

Accounts for services provided to the general public on a user charge basis



## Boat Launch Fund \$25,000



## Sewer Operations and Maintenance Fund

- \$24.93 MILLION
- USER FEES REPRESENTS 87.48% OF TOTAL REVENUES

## Water Operations and Maintenance Fund

- \$35.67 MILLION
- USER FEES REPRESENTS 59.88% OF TOTAL REVENUES

### SEWER FACTS:

The City maintains over 300+ miles of combined sewer (sanitary & storm). The City cleans over 50 miles of sewer each year.

### WATER FACTS:

the water treatment plant can produce up to 52 million gallons of high quality water per day.

On average the City's Water Treatment Plant produces 17.5 million gallons per day.

19,391 retail customers served (in city) and 170,000+ population served (out of City).

The City's water system supplies water to 20 wholesale customers through 48 master meters.

100,000 quality tests performed each year.

The City of Saginaw has 415 miles of water main (transmission and distribution combined).

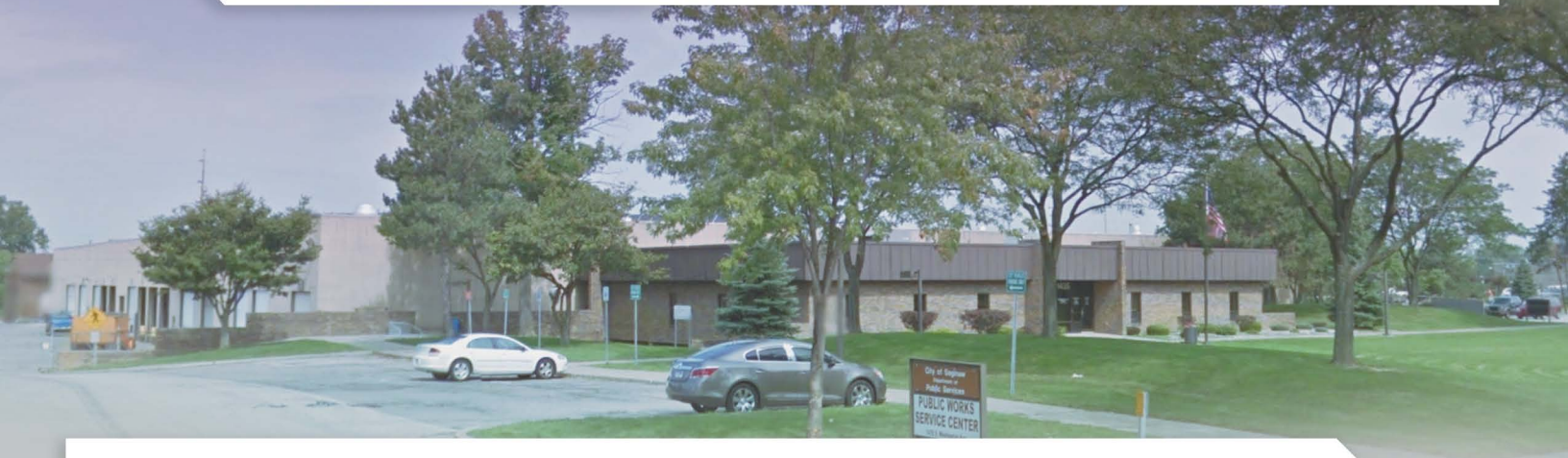


## Internal Service Funds

**\$7.95 million**

Services include: Public Works Building, Technical Services – GIS and IS, Radio Operations, Motor Pool Operations, Self-Insurance and Workers Compensation

These funds account for goods and services provided to one department by another on a cost reimbursement basis



## Fiduciary Funds

**\$34,910**

Accounts for the administration of property or assets that are owned by other entities. The city has two endowment Funds –

- Forest Lawn Cemeteries \$29,674
- Oakwood Cemeteries \$5,236



**FACT: THE SPENDING OF FUNDS FROM THE CEMETERIES ENDOWMENT FUNDS ARE GOVERNED BY THE CITY OF SAGINAW'S CITY CHARTER. THE CITY CAN ONLY SPEND 75% OF THE SALES.**

# Investing for the Future

City employees earn benefits while working for the City that must be paid in the future when they retire. These benefits include pensions for some City employees as well as retiree health insurance.

**Fact: According to state law, the City is legally obligated to pay for these costs, regardless of its financial situation.**

Every year the City contributes funds to cover the costs for future retiree benefits. These contributions are determined by actuaries and are invested in order to receive greater returns. When the amount in the investment portfolio is less than the amount needed to pay all of the future benefits, it is called unfunded liability. This means that more funding will be needed in the future to cover the costs for retiree benefits.

It is hard to predict how much money will be needed to pay for future benefits. This amount depends on many variables such as:

- The number of future retirees
- When those employees will retire
- Investment performance

The City works to manage these costs by:

- Closing benefit plans and moving to lower cost plans
- Investing funds to achieve higher returns

Budgeting for and funding retiree benefits is the City's biggest financial challenge. This is due to:

- The large amount of money owed and how often that amount changes
- Changes in investments and market volatility
- The City's legal obligation to pay these costs



**Current Unfunded Liabilities - \$194.90 million**

**Amount Budgeted for Unfunded Liabilities - \$16.48 million**

**Unfunded Liabilities as a Percent of Budget - 12.44%**

**Current OPEB Liabilities - \$282 million**

**Amount Budgeted for OPEB Liabilities - \$196,882**





## 2021/2022 Budget Message.....

Although the budget is balanced, there are many challenges that the City of Saginaw must face and overcome in order to be in a positive position for the future.

### Challenges facing the City of Saginaw:

- *COVID – 19 Pandemic* – As in the previous fiscal year, one of the largest variables that will continue to affect the FY 2022 Budget is the COVID – 19 pandemic. This pandemic has affected all levels of government – international organizations, national and state government, and our own local economy. The total economic effect of this virus continues to be unknown at this time. The city will have to continuously monitor spending due to a reduction in revenues and unforeseen costs of COVID related expenses. The lack of revenues will have a significant impact on the city and local businesses. This impact may drive budgetary decisions going forward. Fortunately, with the passage of the American Rescue Plan relief package, financial assistance is forthcoming. The City of Saginaw has been allocated a significant amount of these American Rescue Plan funds. As of yet, only limited guidance has been provided on how these funds may be utilized. City administration will continue to seek guidance on these funds that will affect the budget in a positive manner.
- *Water and Sewer – Lead and Copper Galvanized Line Replacement* – the FY 2022 proposed budget addresses funding in both water and sewer operations toward replacement of the lead and copper galvanized lines. This is a challenging project, but I am confident that we will continue to evaluate the water and wastewater infrastructure and address these issues in a proactive manner.
- *Other Post-Employment Benefits (OPEB) and Pension Liabilities* – as previously stated, funding for the OPEB and Pension liabilities remain a major concern for the City of Saginaw. This budget continues to address funding of these unfunded liabilities – both retiree healthcare and pension obligations. The FY 2022 budget allocates funds towards both retiree healthcare and pension obligations. It is our intention to continue increasing our funding levels related to these liabilities. In addition, city administration will continue to work with our partners at the State of Michigan – Department of Treasury and Michigan Employees Retirement System (MERS) to create viable solutions to these longstanding issues.

### Conclusion

As City Manager, my goal is to maintain the financial health and help build our city for the future and to develop it into what we believe it can be going forward. As the city moves through these unprecedented times surrounding the COVID – 19 pandemic, there are many changes that will occur. But be assured that city administration can navigate through this challenge. As you know, city administration has worked diligently over the last 11 years to build stability to its financial position. The city has a sustainable and healthy fund balance to see us through this crisis. In addition, we are maximizing our review of all of our resources to ensure our financial health. What we do know is that there needs to be a constant and continuous monitoring and adjustments to the budget and city operations.

City administration continues to take a proactive approach to financial planning, organizational development, and service oriented initiatives. We continue to increase our presence in the community, while maintaining a budget that is **solvent** and **sustainable**.

As our community changes so does the City of Saginaw as an organization. The economy has forced everyone to make adjustments to the way they live. As you will notice in this budget, as well as by observing City operations, the City is not funding parks and recreation activities in the manner in which we would like. Saginaw is largely relying on volunteers and community groups to help improve and maintain our parks, and also to provide recreation services to our youth. While not reflected in this budget, the community groups are essential to the success of our City, and we do thank each and every one of those organizations.



In your review of the budget, you will realize that revenues have remained flat and we have had to prioritize our needs and align increasing expenditures with the existing revenues. As the financial impact of COVID-19 becomes clearer, we will need to further analyze our operation to ensure that we can provide critical services to our community. Although this has been a challenge, we will continue to provide residents with the very best services possible with the resources we have available. This change comes in the form of active management and review of the city's organizational structure. The budget is balanced, and we will continue to monitor our position throughout the year.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Timothy Morales". The signature is written in a cursive style with a long horizontal stroke at the end.

Timothy Morales, City Manager

**CITY OF SAGINAW**  
**MISSION, VISION, AND CORE VALUES**

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**Our Mission –**

- ❖ The City of Saginaw is committed to providing high quality services to ensure an inclusive, safe, and vibrant community in which to live, work, learn, and play.

**Our Vision –**

- ❖ Saginaw, through collaboration and public/private ventures, will be a welcoming community that promotes neighborhood growth; stimulates business development and innovations; and fosters entertainment, and educational opportunities for all.



**Our Core Values –**

- ❖ **Diversity and Inclusiveness** – We appreciate and value the uniqueness of each individual. We treat everyone with respect and dignity.
- ❖ **Service Accountability, and Responsiveness** – We put our citizens first by establishing measurable performance goals, recognizing achievements, and responding to needs.
- ❖ **Unity, Collaboration, and Teamwork** – We form effective partnerships that maximize resources and deliver high quality services across the community.

# City of Saginaw City Council



Annie Boensch



Brenda F. Moore  
Mayor



Michael D. Balls  
Mayor Pro-Tem



George M.  
Copeland Jr.



Reginald  
Williams II



Monique  
Lamar-Silvia



Bill J. Ostash



Autumn L.  
Scherzer



Michael R. Flores

# City of Saginaw Management Team



Lori Brown  
Fiscal Services



Janet Santos  
City Clerk



Jeffrey Kloplic  
Technical Services



Dennis Jordan  
ACM & Human  
Resources



Paul Reinsch  
Water & Wastewater  
Services



Robert Ruth  
Police Chief



Timothy Morales  
City Manager



John Stemple  
Neighborhood Services



Christopher Van Loo  
Fire Chief

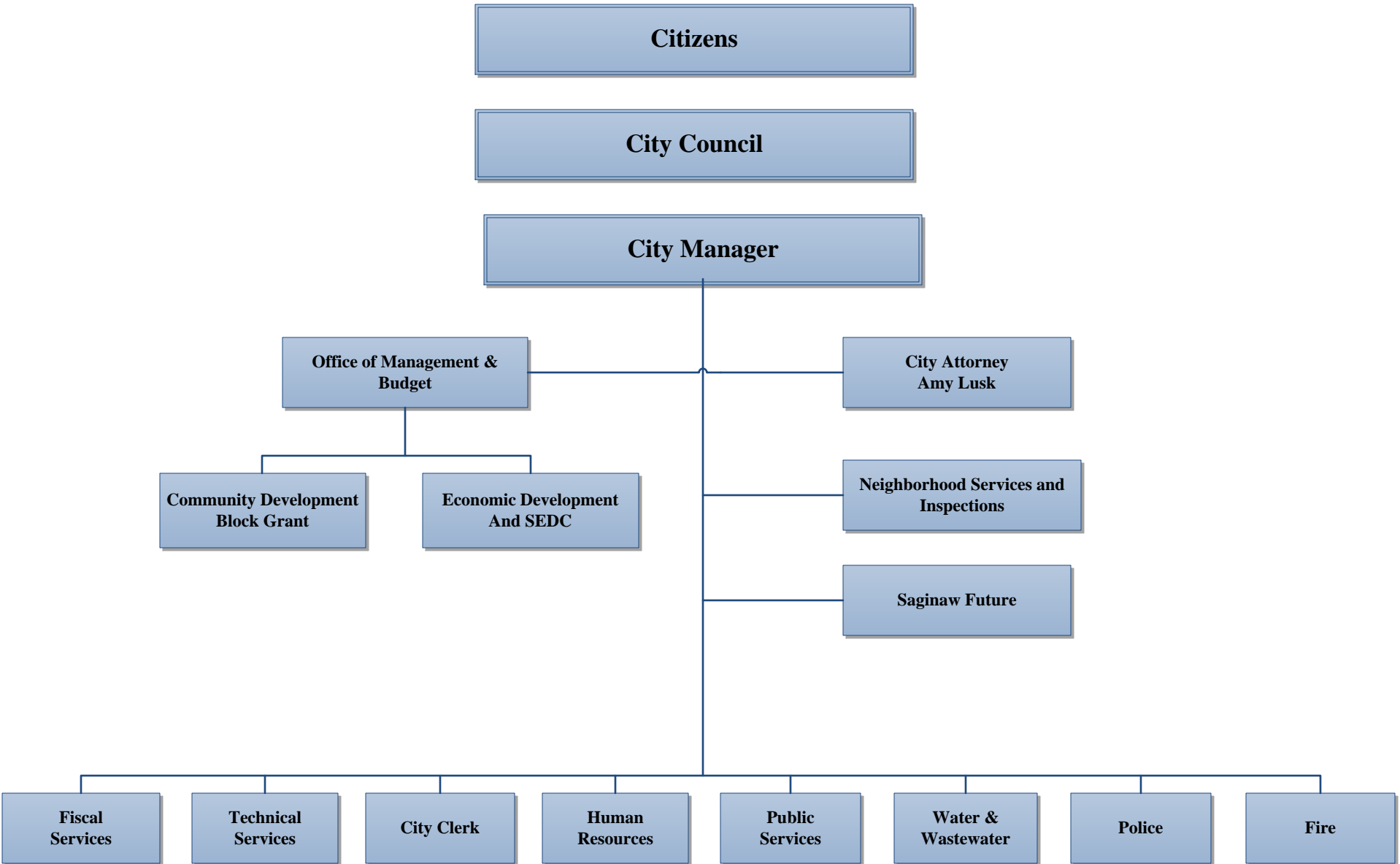


Phillip Karwat  
Public Services



Yolanda M. Jones  
Office of Management  
and Budget

# CITY OF SAGINAW



- Health Officer



## *CITY OF SAGINAW*

### *ORGANIZATIONAL STRUCTURE*

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The City of Saginaw operates under the Council-Manager form of government. Nine Council members are elected on a non-partisan, at-large basis for four-year, overlapping terms. The Mayor is elected from other council members at the first meeting after each election, for a two-year term. The City Council appoints the City Manager who in turn appoints all City employees and Department Heads. The City Manager, as the Chief Executive Officer, prepares and submits his/her budget to City Council for review and approval. Organizationally, the City Manager provides the institutional focus for planning, programming, and developing policy.

The City Manager, as Chief Executive Officer, has the sole responsibility to select, direct, and oversee his Administration. As the head of the Executive/Administrative Branch of government, the City Manager is responsible for conveying City Council instructions to department heads and division heads. With a top-down form of management, department heads and division heads are fully accountable for departmental operations. This includes overseeing supervisory line management to assure the City's goals and priorities are achieved.

The formal organizational structure of the City is comprised of the Offices of General Government, Departments of Fiscal Services, Community Public Safety Police, Community Public Safety Fire, Neighborhood Services and Inspections, Public Services, Water and Wastewater Treatment Services, and Technical Services. The largest organizational component within a department is the division. The structural design of the division is closely related to service output or function. Divisions provide separation of duties within each department. With responsibilities delegated at such a definitive level, many divisions can be interpreted as local government programs, wherein the City places emphasis on the distribution of workloads to achieve a specific output and outcomes. To evaluate these output and outcomes, the Office of Management and Budget (OMB) staff has incorporated policy objectives and key performance measurements into the approved budget document that analyze the effectiveness and efficiency of these service delivery systems. Meeting organizational goals and objectives are the ultimate outcome each department is attempting to achieve.

To account for departmental and office fiscal transactions, the City utilizes the fund basis of accounting whereby all governmental activities are accounted for through a series of distinct funds. These funds include reporting entities to control resources and demonstrate compliance with various legal and budgetary constraints affecting government. The General Fund accounts for all resources not otherwise devoted to specific activities and finances many of the basic municipal functions. Other governmental funds include Special Revenue, Enterprise, Internal Service, and Fiduciary Funds. The City also has several Expendable Trust Funds. The budget is organized by fund and is further identified by resources and appropriation details.

Some departments encompass the operations of more than one fund. The Technical Services Department combines the General Fund's Saginaw Government Television (SGTV) Division with the Internal Service Fund's Geographical Information Systems and Information Services Funds. The Office of Neighborhood Services and Inspections combines the General Fund's Planning and Zoning, Inspections, and Parking Operations and Maintenance with the Rubbish Collection Fund's Environmental Improvement. Additionally, the Department of Public Services combines General Fund Operations with Special Revenue Funds – Major and Local Streets, Rubbish Collection, Clean Energy Coalition, Andersen Enrichment Center, Boat Launch and Celebration Park Funds, Enterprise Funds – Sewer and Water Operations and Maintenance Funds, and Internal Service Funds – Public Works Building, Radio Operation Fund, and the Motor Pool Operation Fund. All Enterprise Funds are owned and operated by the City; therefore, all revenues go directly for those operations.

The Offices of General Government and departments listed below are part of the General Fund. Discussions regarding these departments will involve the roles of management and supervisory personnel.

**General Government Offices:**

General Government encompasses six offices, which include separate offices for elected officials. The City Council Office is made up of nine at-large elected members headed by the Mayor. The Executive Assistant to the City Manager provides technical and administrative support to City Council. The Administrative Support Clerk assists the Executive Assistant to the City Manager with all related responsibilities.

The Office of the City Manager is the administrative office for all administrative activities. The City Manager, who is appointed by City Council, is the highest-ranking official. The responsibilities of the City Manager are the supervision and coordination of the City administration in implementing policies formulated by the City Council; preserving the health, safety, and general welfare of persons and property within the City of Saginaw; and enforcing the City Charter, City Ordinances, and applicable State and Federal Laws. Likewise, the primary responsibilities of this office are preparation of Council agendas; providing informational material and staff support to Council members; providing information to the general public and performing all administrative functions necessary for the operation of City government programs and services.

City Manager Office personnel includes an Executive Assistant to the City Manager, and an Administrative Support Clerk. Both administrative staff individuals conduct the day-to-day business for the office.

An Assistant City Manager/Human Resource Director heads the Human Resources Office. This individual manages the City human resource operation, which includes maintenance of personnel records, recruitment for vacant positions, labor administration and negotiation of collective bargaining contracts, equal employment opportunity, workers compensation, health and safety, and administering the City's benefit programs. There are five employees in this office – Assistant City Manager/Human Resources Director, Assistant Director, Employee Benefits Coordinator, Administrative Assistant, and a Human Resources Support Clerk. All individuals are considered non-union management.

The City Clerk's Office is headed by the City Clerk, who serves the City Council by recording and indexing minutes of Council meetings and handling correspondence needed as a result of official Council action. The office updates codes and ordinances, maintains a legislative history of code changes, and indexes and files all legal documents pertaining to city business. The City Clerk serves as Clerk of the Civil Service Commission and Riverfront Commission, operates the Charter mandated Bureau of Public Information and Complaints, and oversees the operation of the City Hall mail service, printing, and office supplies sections. The office also administers city licensing functions and publishes all legal notices, unless otherwise provided.

The City Clerk's Office also functions as the Election Office. The City Clerk, along with the Deputy City Clerk and other supporting staff, is also responsible for ballot preparation, issuance of absent voter ballots, delivery and set up of voting equipment, training of election board workers in proper election procedures, the processing of ballots in compliance with federal and state election laws and the maintenance of voter registration files.

The City Attorney's Office provides advice and counsel to the City Council, City Manager, department and division supervisors, and employees of the city on city-related business. In addition, the City Attorney's Office provides assistance and counsel to the City's boards and commissions, and it represents the City and city employees when they are sued for acts occurring in the course of their employment.



A division of the City Manager's Office is the Office of Management and Budget. This office is supervised by the Director of the Office of Management and Budget, who oversees the operation of this office, and an Administrative/Budget Analyst II. The City Manager, through this office, submits an annual recommended budget to the City Council; develops the City Capital Improvement plan, monitors, evaluates, and facilitates the City's Performance Management program; and identifies and secures outside funding resources for City programs and projects through grants administration. The Director of this office is also responsible for the Community Development Block Grant and the Saginaw Economic Development Corporation Programs.

**Economic Development:**

In 2015, Economic Development is coordinated through the City Manager's Office through Saginaw Future, Inc. Saginaw Future, Inc. acts as the city's contracted community development agency. This company works in conjunction with the City Manager, the Director of the Office of Management and Budget, and Director of Neighborhood Services and Inspections to promote business opportunities and economic growth within city limits.

**Department of Fiscal Services:**

The Department of Fiscal Services is comprised of 7 divisions: Administration, Office of the Controller, Purchasing, Treasury, Assessor's Office, Income Tax, and Customer Accounting. A Finance Director, who is responsible for financial planning, control, and reporting for the City of Saginaw, heads the departments of Fiscal Services. Fiscal Services also provides administrative support in budgeting, financial planning, management, evaluation and forecasting necessary for administering City services and assisting all departments in their missions.

**Community Public Safety (CPS) – Police:**

The Police Chief oversees the Police Department. Divisions within this structure are: Administration, Police Patrol, Police Investigation, Criminal Investigation, Building and Maintenance, and Support Services. The City of Saginaw utilizes the 12-hour shift for the Patrol Officers, which includes some of the Commanding Officers. In addition, in FY 2014, the City of Saginaw renewed a public safety millage, which pays the salaries and benefits of 33 Police Officers and Firefighters. The CPS-Police has 20 Patrol Officers paid through this millage. The Public Safety millage was renewable in FY 2016 and again in March 2020. The costs for these individuals are reflected in the Public Safety Millage Fund, which is a Special Revenue Fund.

**Community Public Safety (CPS) – Fire:**

The Fire Chief provides oversight to the CPS-Fire. Three Battalion Chiefs oversee and manage the daily activities of this structure. CPS-Fire consists of four divisions: Fire Prevention, Fire Suppression, Fire Training, and Fire Apparatus Operations and Maintenance. CPS-Fire has approximately 10 Firefighters who are paid from the Public Safety Millage as with the CPS-Police.

**Neighborhood Services and Inspections:**

The Director of Neighborhood Services and Inspections provides the oversight of the Office of Neighborhood Services and Inspection. The director oversees and manages the daily activities of Inspections, Parking Operations, Environmental Improvement, and Planning and Zoning.

The Inspection division consists of a Chief Inspector, an Electrical Inspector, three Code Enforcement Inspectors and two Office Assistants. The primary goal of this division is to protect the general health, safety, and welfare of the public by administering and enforcing the City's building, electrical, plumbing, mechanical, and other property codes. This office is also responsible for managing the inspection staff assigned to the housing rehabilitation program demolitions, and all ordinance enforcements, such as weed abatement and environmental improvement.

The Parking Operations consists of two Parking Enforcement Officers. Employees of this division report directly to the Chief Inspector. The primary goals of this division are to manage the municipal parking structures and enforce the City Parking Ordinance. Activities include the issuance of tickets to illegally parked vehicles and inspection of the City parking lots. This division also ensures that the lots are free of debris and there are no maintenance or safety concerns for the patrons using the facilities.

The Planning and Zoning division consists of a City Planner. Their main responsibility is to provide comprehensive management for all development related activities. Further, this individual oversees all planning and zoning activities of the City, including staff support to the Planning Commission and Zoning Board of Appeals. Staff also provides customer service functions with regard to zoning inquiries, site plan review, and other regulatory questions.

#### **Department of Public Services:**

The Director of Public Services and Deputy Director of Public Services head the Department of Public Services. This department makes up more than half the City's workforce and spans multiple funds. The Department of Public Services consist of eleven divisions within the General Fund – Cemeteries, Public Services - Administration, Engineering, Traffic Engineering, Street Lighting, Japanese Tea House, Radio Tower, Parks Maintenance, Weed Abatement, Facilities, and Celebration Park; five Special Revenue Funds: Major and Local Streets, Rubbish Collections, Clean Energy Coalition, and Andersen Enrichment Commission; three Enterprise Funds: Boat Launch, Sewer and Water Operations and Maintenance Services and Right of Way Services (only); three Internal Service Funds: Public Works Building, Radio Operations, and Motor Pool Operations; and two Fiduciary Funds: Oakwood and Forest Lawn Cemeteries Endowment. Many of the services provided in this department require a twenty-four hour, seven-day-per-week schedule. Crucial infrastructure services include traffic signal engineering, and general management of City streets in the event of an emergency.

#### **Water and Wastewater Services:**

The Director of Water and Wastewater Treatment Services oversees both Water and Wastewater Treatment Plants. These plants require a twenty-four hour, seven-day-per-week schedule. The crucial utility infrastructure services that are maintained around the clock include water and sewage facilities. Both the Director of Public Services and the Director of Water and Wastewater Treatment Services serve as an advisor to the City Manager regarding any serious conditions. The Director of Water and Sewer Treatment Services is also responsible for the Water and Sewer Operation and Maintenance Process and Control divisions.

#### **Technical Services:**

The Director of Technical Services and an Assistant Director of Technical Services head the Technical Services Department. The Director of Technical Services reports directly to the City Manager. Technical Services operates the Geographical Information System and Information Technology Services for all the departments in

the City of Saginaw. Activities include telecommunications, cellular phones, computer networking services, software and hardware selection and installation, systems analysis and design, programming, problem resolution, end-user training and on-line and batch processing. This department is also responsible for the Saginaw Government Television (SGTV), which has been on the air since January 1988. The purpose of the station is to provide residents with up-to-date information regarding City government services, activities, and events; live and taped telecasts of City Council Meetings and special meetings or news conferences, and public service announcements.

As you can see, the City is unique in providing a full array of services including utility operations. The City of Saginaw has used an entrepreneurial approach to solving problems resulting in substantial savings to the City while meeting the public's need. Through the continual improvement in productivity, the Administration intends to expand services where necessary while minimizing costs.

*CITY OF SAGINAW*  
*2021/2022 BUDGET*  
*ORGANIZATIONAL POLICIES & STRATEGIC PLAN*

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The City Charter, the Uniform Budgeting and Accounting Act for State and Local Units of Government in Michigan, and the generally accepted accounting principles govern the City of Saginaw (City) budget policies. These laws establish budget control guidelines, establish tax levy and assessment valuations limits, and provide bonded debt limits. The City's resources and appropriations policies are extensions of these laws, and follow generally accepted accounting principles.

**LEGAL REQUIREMENTS:**

The City Charter (*Section 43*) states that by the last Monday in April, the City Manager shall submit to the City Council the proposed budget for the next fiscal year.

Council shall by resolution, determine and adopt the budget and make the appropriations for the next fiscal year and shall provide, by resolution, for a tax levy of the amount necessary to be raised by taxation at least thirty days prior to the first day of the upcoming fiscal year. In accordance with Public Act 5 of 1982 as amended, a public hearing shall be held prior to levying of an additional millage rates (Truth and Taxation) and the adoption of the next fiscal year budget by the council, as such time and place as the council shall direct. The city clerk shall publish the notice of public hearing at least one week in advance.

The amount of property taxes that may be levied by the city in any year shall not exceed three-quarters of one percent of the assessed valuation as equalized of all taxable real and personal property of the city. If the assessed value of all the property in the city, as determined on the first Monday in May, 1979, is increased in subsequent years for any reason, the maximum millage rate provided herein shall be permanently reduced to yield the same gross dollar revenue as the fiscal year 1978-79 property tax revenue yield (*Section 45 of City of Saginaw Charter*).

The City is also required by the State of Michigan to present a balanced budget. An appropriation resolution cannot be adopted that would cause total expenditures, including accrued deficit, to exceed total revenues, to include any available surplus, Section 16 of Public Act 621 of 1978.

**FINANCIAL (BUDGET) POLICIES:**

The City of Saginaw's financial policies have been established for the overall fiscal management of the City. These policies operate independently of changing circumstances and conditions. These policies also provide a framework to assist the decision-making process for the Council and Administration.

The following policies provide guidelines to evaluate current services as well as proposals for future projects and programs:

- The budget will determine how much money is available. It will then allocate these resources among the highest priorities that have been established by City Council at the City's Strategic Planning Sessions.
- Expanding an existing service program or adding a new service or program will only be considered when a new revenue source has been identified or can be supported through the

requesting department's identification of an existing service that can be reduced or eliminated. Programs that are financed through grant money shall be budgeted in special revenue funds, and when grant revenues are reduced or eliminated, the service program shall be adjusted accordingly.

- The budget is balanced and the City shall maintain a balanced budget in which estimated revenues and fund balance reserves are equal to or greater than estimated expenditures.
- The City will maintain a budgetary control system to ensure adherence to the budget and will prepare monthly reports comparing actual revenues and expenditures to budgeted amounts.
- The City will integrate performance management strategies within the budget.
- The City will avoid budgetary practices or procedures that balance current period expenditures at the expense of future years' revenues.
- The budget will provide for adequate levels of funding for all retirement systems.
- The City will develop and maintain accounting and budgetary control systems to adequately safeguard the assets held in public trust.
- The City will finance essential City services, which have a citywide benefit from revenue sources, which are generated from property taxes, special assessments, State Shared Revenues, and various fees.
- For Enterprise Funds, user fee rate structures will be reassessed to accurately charge the cost of services provided to the customers.

### **Operating Budget Policies:**

The operating budget for the city is based on the principle of financing current expenditures with current revenues or available and undesignated fund balance. Expenditures shall include adequate funding of the retirement systems (Municipal Employee Retirement Systems and Police and Fire Pension Systems), and adequate maintenance and replacement of capital assets and operating expenditures.

Budgeted expenditures will reflect the City's perceived administrative needs and recommended council strategic long – term goals and objectives. The budget will be based on generally accepted accounting principles.

### **Transfers of Appropriations:**

**City Council Authority** - After the budget has been adopted, no money shall be drawn from the treasury of the city, nor shall there be obligations for the expenditures of money incurred, except pursuant to a budget appropriation. The council may transfer any unencumbered appropriation balance or any portion thereof from one department, fund, or agency to another.

Transfers shall require City Council approval if the transfer will result in an increase or decrease in the appropriation as set forth in the annual budget resolution.

All transfers from the General Fund Contingent Appropriation account shall require City Council approval regardless of the amount.

**City Manager Authority** – The City Manager is empowered to transfer appropriations within appropriation centers. General Fund line item budget transfers from one account to another within the same appropriation center can be made without City Council approval. All budget transfers from one appropriation center to another or from the General Fund Contingent Appropriation account must be

approved by City Council. In all other funds, line item budget transfers from one account to another within the same department and fund can be made without City Council approval.

**Budget Controls:**

At the beginning of each quarterly period during the fiscal year, and more often if required by council, the City Manager shall submit to the council data showing the relation between the estimated and actual revenue and expenditure to date; and if it shall appear that the revenue is less than anticipated, the council or City Manager may reduce appropriations for any item or items, except amounts required for debt and interest charges, to such a degree as may be necessary to keep expenditures within the cash revenues. If revenues exceed the amounts estimated in the budget, the council may make supplemental appropriations. The City Manager may provide for monthly or quarterly allotments of appropriations to departments, funds, or agencies under his control.

**REVENUE POLICIES:**

- The City will attempt to maintain a diversified and stable revenue base to shelter itself against short-term and long-term fluctuations.
- Annual revenues will be projected by an objective and thorough analytical process.
- The City will establish user charges and shall set fees for services for enterprise funds at a level that fully supports operational and capital outlay costs and activities

**ACCOUNTING, AUDITING, AND FINANCIAL REPORTING POLICIES:**

- An independent audit will be performed annually.
- The City will complete an annual audit report in accordance with Generally Accepted Accounting Principles (GAAP).

**CAPITAL IMPROVEMENT PLAN**

- The City’s Capital Improvement Plan shall be developed to reflect the strategic objectives of City Council, Planning Commission, and City Administration.
- The City shall, on an annual basis, update its multi-year capital improvement plan including proposed fund sources.
- The City will coordinate decision-making for capital improvement budget with the operating budget to make effective use of the City’s limited resources for operating, for capital, and maintaining existing services and facilities.

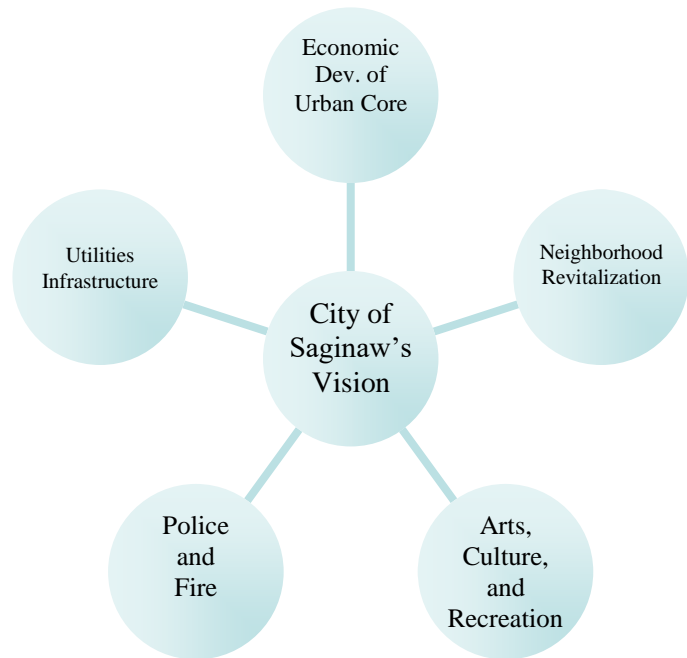
**STRATEGIC PLANNING AND VISIONING STATEMENTS**

The City of Saginaw’s City Council and Management Team meet once a year to discuss and prioritize the city’s goals and objectives. On January 21, 2017, City Council, city administration, and members of the public participated in an all-day retreat to set a five year vision for the City.

### **Five Vision Areas:**

City council, city administration, and members of the public agreed to focus efforts on five key vision areas:

- Economic Development of the Urban Core
- Neighborhood Revitalization
- Arts, Culture, and Recreation
- Police and Fire
- Utilities Infrastructure



### **Problems facing the City of Saginaw:**

During this retreat, city council, city administration, and members of the public identified key problems facing the City of Saginaw. These problems are:

- Lack of resources (*outside of the city's control*)
- Decrease in population (*outside of the city's control*)
- Unfunded mandates
- Aged infrastructure
- Housing
- Image
- Diversity in employment
- Transparency
- Re-purposing empty buildings

### **Vision:**

As part of the retreat, participants were asked to brainstorm on the key areas of focus and complete the statement of “In five years I see”. Listed below are the key vision elements:

#### **Economic Development**

*In five years, Saginaw will be.....*

- A diverse economy including medical, manufacturing, government, and agri-business industries
- Engaged in place-making & development around the riverfront
- Increasing in small business support and development
- A community that embraces underserved populations (*chronically unemployed as well as prisoner re-entry*) to create pathways to prosperity



## **Neighborhood Revitalization**

*In five years, Saginaw will...*

- Have more code enforcement and community policing which will equal higher property values and better quality of life
- Have a plan developed for housing in the City
- Fewer vacant homes
- Funding to adequately enforce the city's crime-fee lease addendum
- Valuable use of vacant land created by blight removal
- Larger neighborhood associations for increased transparency

## **Arts, Culture, and Recreation**

*In five years Saginaw will be...*

- Structurally, focusing on improvements to a Central park area
  - Ojibway Island – to create a preeminent attraction that highlights and draws people into the city
  - Make Ojibway Island Saginaw's "Central Park" or "Belle Island", or even "Dow" gardens
- Administratively, developing a stronger promotion and cultural identity for the entire Celebration Square and surrounding attractions
- Fulfilling this goal: Integrating promotion of arts, culture, and recreation available in Saginaw into the City's promotional materials
- Setting this policy: Revamping City's promotional materials to fulfill this goal
- Completing the Riverwalk Loop
- Finding a means to financially support and staff as necessary to accomplish the structural and administrative visions
  - In the near future, developing a resolution for Council to adopt that commits the City to this central park development, and conveys this to the public

## **Police and Fire**

*In five years Saginaw will have...*

- More public safety resources for the future to better serve the community resulting in more cases investigated and helping make people feel safe in their homes
- Funding to stabilize Public Safety workforce
  - This stable workforce will improve levels of service to the community
- Night life safety
- Stability of jobs to make people want to work/live here
- More diversity in the fire department
- A high level of service

## **Utility Infrastructure**

*In five years, Saginaw will have...*

- Available resources and capacity to support development  
WWTP and WTP
- Feasibility of rehab or new water plant established
  1. Conceptual plans with budget needs
  2. Possible funding mechanisms researched
  3. Public support
  4. Plan and build
- Wastewater improvements being made and sustained
- Continued maintenance on WWTP to keep operation
- Established Asset Management Plans
  1. Educate public and stakeholder involvement
  2. Better understanding of condition, criticality and needs of the city's water and sewer systems
  3. Will be able to better plan for and budget for maintenance of each to avoid issues
- Treatment, Collection, Distribution, and Transmission!
  1. Improve revenue stream for infrastructure
    - Act 51 – Roads – millage possible
    - Water and Sewer rates – possible state and/or federal monies?
    - Possible additional funds with new tax redo and President's speech on guaranteeing improvements to infrastructure nationally

## **Image (Brand, Perception)**

*In five years Saginaw will be...*

- Destination for entertainment and event venues
- Promoting and marketing the city through outside entities – public/private ventures

**Vision Statement:** although this statement still being refined, from the strategic planning session, city council, city administration and members of the public developed the following statement

*“We envision the Saginaw Riverfront as an Entertainment District and Event Venue where our citizens enjoy the effects of place-making; we attract more small business development, and diversify our economy through stronger cultural collaborations and private/public ventures. In particular we will place strong focus on improvement to the central park area, particularly Ojibway Island, and servicing the underserved in our community.”*

## **Goals to Accomplish Vision Elements:**

The final part of the retreat was creating goals in order to achieve the vision elements. Listed below are the primary goals that must be met to accomplish these elements:

- Develop plan to market to investors with targeted approach for who to engage. This will involve creating informational tools for investors as well as targeting local financial partners.

- Build initiatives into 2018 budget and future budgets.
- Complete form-based zoning. Explain and promote to the public and investors.
- Develop a committee to identify key stakeholders; develop a conceptual plan including costs and alternate resources available.
- Make better use of Saginaw Economic Development Corporation funds available for small businesses.
- Engage with Saginaw Future to create a small business “how to” packet.
- Highlight success stories.
- Engage the City of Saginaw community.
- Council engages in outreach to the community for input, i.e. Parent groups....
- Downtown Development Authority – secure millage for arts and entertainment
- Focus on Ojibway Island

During the strategic planning session, city council and the management team also developed SWOT Analysis for each priority. For more information on the City of Saginaw’s Strategic Plan, the entire plan can be found on the city’s website at [www.saginaw-mi.com](http://www.saginaw-mi.com).

## ***HOW TO USE THE BUDGET DOCUMENT***

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This page provides an explanation of the format and content of the Fiscal Year (FY) 2021/2022 Proposed Budget document. To find the exact location of this information, please refer to the *Table of Contents*. The major sections of this document are described as follows:

### **City Manager’s Budget Message**

The City Manager’s Budget Message highlights major changes in city services, policies, and requirements contained in the 2021/2022 Budget.

### **Policies and Initiative**

This section illustrates City Manager and Council goals and objectives, which provide direction for budgetary decisions and allocations.

### **Additional Introductory Information**

This introductory information consists of the updated City’s Mission, Vision, and Core Values, City Organizational Chart, Elected Officials, Management Team, Organizational Structure and Organizational Polices and Strategic Plan of the City of Saginaw.

### **Budget Overview**

Contained within the Budget Overview is the Budget and Finance section. This section describes the financial and operating policies and procedures that guide the development of the City’s budget. Additionally, the Budget Summary section provides the reader a series of financial summaries with information on revenues, expenditures, and staffing levels for FY 2021/2022 and prior years.

### **Budget Detail**

This section contains information on FY 2021/2022, as well as historical revenue and expenditure information for the General, Special Revenue, Enterprise, Internal Service, and Fiduciary Funds’ operating budgets. This detail of fund and corresponding department budgets is represented according to:

- Description of individual programs
- Summary of resources (revenues) and appropriations (expenditures) – total fund budget.
- Line-item detail – provides detail of revenues and expenditures for FY 2018-2020 actual, FY 2021 approved budget, adjusted budget, and year-to-date, and FY 2022 proposed budget.
- Revenue line items identify specific funding sources. Expenditure line items are categorized as personnel services, operating expenses, capital outlay, and miscellaneous. “Other Services” has the following classifications:
  - **Professional Fees** – covers all expenditures that are related to professional services provided to the City.
    - This includes professional services, legal services, engineering services, employment agency fees, operating services, labor professional services, insurance, workers compensation payments, and advertising.

- **Maintenance Fees** – Covers all expenditures that are related to services performed or utilized.
  - These fees include: demolition, postage and freight, telephone, printing, utilities, water/sewer, general repairs, motor pool charges, motor vehicle repairs, streets resurfacing, equipment rental, rents and taxes, impounding fees, and other service fees.
  
- **Other Contracted Fees** – Covers all expenditures that are related to specific services, professional organizations, subscriptions, and employee enhancement.
  - Examples of these costs are: subscriptions, dues, recruitment fees, right-to-know expenses, claims and judgments, council meals, travel/meal/lodging, training and development, education reimbursements and other reimbursements.

## ***BUDGET AND FINANCE***

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### **SCOPE OF THE BUDGET**

The City of Saginaw budget policies are governed by the City Charter, the Uniform Budgeting and Accounting Act for Local Units of Government in Michigan, and generally accepted accounting principles. These laws provide for budget control, establish tax levy and assessment valuation limits, and provide for bonded debt limits. The City's resources and appropriations policies are extensions of these laws, and follow generally accepted accounting and budgeting principles.

The budget for the City of Saginaw is a multifaceted document that expresses spending policy for the fiscal year, illustrates a resource allocation plan for the Administration to implement, and provides a means of communication between citizens and elected officials.

The budget spells out a management strategy through specific objectives designed to provide the best services at the most efficient cost. With regards to the delivery of services, these objectives must produce measurable results as key indicators of the effectiveness and efficiency of government policies and programs. Programs must be evaluated every year to determine their legitimacy since limited resources must be allocated between existing programs and the need for new ones.

In summary, the budget is a policy document, a financial plan, an operations guide, and a communicative device. The true art of budgeting reflects a combination of leadership, independent judgment, competent administration, and cooperation between various branches of City government.

### **Budget Process**

The City Manager's Office of Management and Budget (OMB) compiles the annual budget for the City. The fiscal year for the City of Saginaw is July 1 to June 30. The actual budget development process begins in early December. One important element of this process is a cooperative effort between the OMB and other departments within City government.

During the first week of December, the Budget Preparation Manuals are distributed to all departments/offices for use in establishing expenditure requests. The City uses an incremental budget technique in arriving at the requested figures. Incremental budgeting emphasizes changes in the costs of providing City services based on competing priorities. To evaluate these priorities, departments/offices examine historical trends of these costs using a five-year cost analysis to determine the needs of the department/office for the upcoming year. The department's requests are data entered onto computerized budgetary spreadsheets that categorically incorporate requests into a singular format, distinguishing expenditures in the following manner: Personnel Services, Operating Expenses, Debt Service, Miscellaneous, and Capital Outlay. Once all the data is prepared, it is returned to the Office of Management and Budget. The Director of OMB, the Budget Analyst II, and Budget Analyst I review all requests for accuracy and completeness. During the month of January, the OMB meets with all department heads to review and acquire additional information for the data provided. The draft and recommendations are then forwarded to the City Manager for his review. In late February – early March budget hearings are held with each department as forums where department directors can substantiate their expenditure projections and justify their requests.

Forms are prepared and submitted to all department directors for use in developing projections for anticipated revenues for the ensuing year. The Director of OMB, Budget Analyst II, Budget Analyst I prepare the revenue projections for presentation to the City Manager, who will evaluate the budget gap between revenue projections and expenditure requests. The City Manager provides guidance as to the most viable means to balance the budget. Decisions regarding revenues and expenditures, after the balancing of the budget, are then incorporated into the approved budget document.

Pursuant to the City Charter Chapter VII, Section 43, the City Manager's Recommended Budget is presented to City Council on or before the last Monday in April.

Pursuant to the City of Saginaw City Charter Chapter VII, Section 44, the council shall hold a public hearing on the budget before its final adoption.

City Council then makes appropriations and adopts the budget by ordinance at least thirty days prior to the first day of the upcoming fiscal year.

**Budget Calendar**

<b>December</b>	<ul style="list-style-type: none"> <li>• Department head meeting for Budget Kickoff</li> <li>• 1<sup>st</sup> round Personnel Projection Reports provided to Departments</li> <li>• Distribute budget instructions, calendar, and narratives</li> <li>• Prepare and distribute revenue and expenditure manuals</li> <li>• Snapshot of the Pension modules of the City’s Financial System</li> <li>• Departments return 1<sup>st</sup> round of Personnel Projection Reports</li> </ul>
<b>January</b>	<ul style="list-style-type: none"> <li>• 2<sup>nd</sup> Personnel Projection Reports distributed to Departments</li> <li>• Budget staff meets with selected Departments</li> <li>• Provide Capital Improvement Plan (CIP) requests to the Planning Commission for prioritization</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>• Prepare a preliminary summary statement of projected revenue vs. expenditure requests</li> <li>• 2<sup>nd</sup> Personnel Projection Reports returned from Departments</li> <li>• Preliminary summary of projected revenue and expenditure requests presented to City Manager for review</li> <li>• City Manager meets with Departments</li> </ul>
<b>March</b>	<ul style="list-style-type: none"> <li>• City Manager meets with Departments (continues)</li> <li>• 1<sup>st</sup> and 2<sup>nd</sup> rounds of budget review with City Manager and OMB</li> <li>• Planning Commission return (CIP) to OMB</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>• City Manager’s Proposed Budget presented to City Council</li> <li>• Development of the FY Proposed Budget</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>• City Council budget hearing and budget adoption</li> </ul>

**Revenue Projections**

The Office of Management and Budget estimates revenues by evaluating actual and projected numbers through various revenue projection methods. Revenue estimates are based on four different projection methods which incorporate growth rates over the previous ten years, current year receipts, collection rates where applicable, and important input from all departments. Each projection method is tested against actual prior year revenues to determine validity and reasonableness. These tests are conducted at the revenue line item (detail) level, and only the projection methods deemed valid and reasonable are utilized. Additionally, in accordance with the State of Michigan’s Uniform Budgeting and Accounting Act, all one-time revenue sources are given appropriate consideration.

**Revenue Projection Methods**

**Method 1:** 7 years Average Growth Rate x 2020 Actual Revenues at June 30, 2020

The seven-year average growth rate from 2013 – 2020 multiplied by 2020 actual revenues is used as a projection for the 2021 revenues. By utilizing the average growth rate for an additional year, the 2021 revenues are projected.

**Method 2:** 2021 Actual Revenues at December 31, 2020 / 6 months x 12 months

A monthly average of current year revenues is calculated based on six months of receipts, which are then annualized to project current year revenues. Based on revenue trends and this method of projection for 2021 revenues, 2022 revenues are projected. (Please note as more information is provided the revenues are further altered).

**Method 3:** 2021 Actual Revenues at December 31, 2020 / (2020 Actual Revenues at December 31, 2019 / 2020 Actual Revenues at June 30, 2020)

A percent of 2021 revenues are determined from revenue receipts at December 31, 2019. The 2021 revenues at December 31, 2020, are divided by the percentage collected December 31, 2019, to project revenues for 2021. By reviewing revenue trends in conjunction with this method of projections for 2021 revenues, the 2022 revenues are projected.

**Method 4:** Percentage of 2020 Revenue budget collected at June 30, 2020 x 2021 Budget

2021 revenues can be projected by multiplying the percentage of 2020 Budget, which was collected at June 30, 2020, times the 2021 Budget. By reviewing the historical actual to budget ratios, assumptions can be determined to assist in 2022 revenue projections.

### **Budgets and Budgetary Accounting**

The City Charter requires the City Council, by resolution, to determine and adopt the budget and make the appropriations for the next fiscal year and to provide, by resolution, for a tax levy of the amount necessary to be raised by taxation at least 30 days prior to the first day of the upcoming fiscal year. Budgetary control is exercised at the department (appropriation center) level in the General Fund and at the fund level for all other budgeted funds. General Fund line item budget transfers from one account to another within the same appropriation center can be made without City Council approval. All budget transfers from one appropriation center to another or from the General Fund Contingent Appropriation account must be approved by City Council. In all other funds, line item budget transfers from one account to another within the same department and fund can be made without City Council approval.

All unencumbered appropriations lapse at the end of the fiscal year unless specific requests to reserve funds for capital items are made by the departments and approved by City Manager or the Director of the Office of Management and Budget. The subsequent fiscal year's budget is then amended when these expenditures are recorded. Encumbrances outstanding at June 30 do not lapse but are brought forward to the new fiscal year, unless the fund ends in a deficit. In accordance with the State of Michigan's Uniform Budgeting and Accounting Act, all encumbrances of the fund are cancelled and expenditures are assessed against the next year's budget should the fund end in a deficit.

The General, Community Development, Major Streets, Local Streets, Rubbish Collection, Police Grants, Drug Forfeiture, Andersen Enrichment Center Operation, Boat Launch Operation and all other Special Revenue Funds are under formal budgetary control as is required by Michigan Public Act 621. Budgets shown in the financial statements were prepared on the *modified accrual* basis. This is the same basis used to reflect actual results and consists only of those amounts contained in the formal budget approved by City Council. Special Revenue Funds are considered to be departments for budgetary purposes. All Enterprise, Internal Service, and Fiduciary Funds are budgeted annually for internal control purposes only. Budgetary information for these funds is not required in the financial statements. Furthermore, the City Charter requires that all funds except for Inventory and Trust and Agency Funds be approved by City Council.

### **One-time and Questionable Revenues**

The City of Saginaw adheres to the State of Michigan's Uniform Budgeting and Accounting Act as it relates to the use of one-time revenues. In general, the City's policy on the use of one-time revenues has been to fund capital improvement or reserves. The use of one-time revenues to fund ongoing expenditures is discouraged. The City Manager and/or the Director of the Office of Management and Budget review these sources of revenues to determine whether they should be included in the budget.



Questionable revenues are budgeted conservatively and in accordance with state law. These revenues are only budgeted if they are certain. The City of Saginaw discloses all questionable revenues in its general appropriation act. Additionally, the City Manager requires that a plan for expenditure reductions be developed and enacted if it becomes apparent that the revenues will not be realized.

### **Grants**

All potential grants shall be carefully examined for matching requirements. Some grants may not be accepted if the local matching funds cannot be justified. Grants may also be rejected if programs must be continued with local resources after grant funds have been exhausted.

### **Cash and Cash Equivalents**

Cash and cash equivalents for all funds include amounts in demand deposits, petty cash, and certain investments which are payable upon the demand of the City and have an original maturity of three months or less. Cash balances in most of the City's operating funds are pooled and invested in various investments throughout the year. Each fund's cash balance is reported in a separate cash account and the City allocates interest earnings based on the average cash balance in each fund during the year. For purposes of the Annual Financial Report, the City considers all highly liquid investments held by trustees with maturity of three months or less when purchased to be cash equivalents. In addition, all cash and investments that are managed by the City Manager Financial Management Team and Treasurer are also considered to be cash equivalents since they are available on demand.

### **Basis of Accounting:**

Although the annual budget is prepared on *cash basis* with respect to revenues received and on an item's *invoiced basis* with respect to expenditures incurred for all funds, the Governmental Funds and Expendable Trust Funds are reported on a *modified accrual basis* of accounting for financial statement purposes. Revenues of these funds are recognized in the year in which they become both measureable and available within 60 days after year end to pay current year liabilities. The major revenue sources accrued by the City include: city income taxes, state shared revenues, departmental earnings, and investment income. Revenues from other sources are recognized when received. Expenditures are generally recognized in the year the related liability is incurred. Currently, the City does not have any general long-term obligations; however, the policy is to recognize the obligation when it is due. Inventory purchases are reported as expenditures in the year the items are used. Expenditures for claims, judgments, and employer pension contributions are reported as the amounts accrued during the year that normally would be liquidated with expendable available financial resources.

The *full accrual basis* of accounting is utilized by Enterprise Fund types for financial statement reporting purposes. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

### **Expenditure Policies**

The City of Saginaw scrutinizes all expenditures that affect the budget. Budgeted funds are appropriated and are aligned with the City Council and City Administration's five priorities: which are Economic Development of Urban Core, Neighborhood Revitalization, Arts, Culture, and Recreation, Police and Fire, and Utilities Infrastructure. Listed below are the budget dollars for FY 2021/22:

<b>City of Saginaw – Goals and Objectives</b>	<b>Amount designated from 2022 Proposed Budget</b>
Economic Development of Urban Core	\$ 1,533,628
Neighborhood Revitalization	\$ 7,473,921
Arts, Culture, and Recreation	\$ 410,927
Police and Fire	\$27,238,967
Utilities Infrastructure	\$30,707,710

An appropriate balance will be maintained between budgeted funds provided that directs efficient and effective public services, management, and legal compliance. Additionally, all externally mandated services for which reimbursement is available will be fully evaluated and calculated to allow for recovery of expenditures. Furthermore, it is City policy to compare budget to actual expenditures on a monthly basis. In compliance with the City of Saginaw City Charter’s Chapter VII, Section 47 Budget Control, a quarterly budget adjustment is submitted to the legislative body for re-appropriation of approved funding.

### **Encumbrances**

Encumbrances are commitments under purchase orders or contracts. Outstanding encumbrances at year-end are not recorded as expenditures until the goods or services are received. Only those encumbrances that are recorded as payables at June 30 are included as expenditures for budgetary presentations. Fund balance has been reserved for all outstanding encumbrances in the governmental fund types and will be recorded as expenditures in the subsequent fiscal year. In accordance with the Uniform Budgeting and Accounting Act, all encumbrances, of a fund that ends in a deficit, are cancelled and expenditures are assessed against the next year’s budget.

### **Reservations and Designations of Fund Equities**

Reservations of fund balance are established to identify (1) claims against resources of the entity that have not materialized as liabilities on the balance sheet date or (2) the existence of assets that, because of their non-monetary nature or lack of liquidity, represent financial resources not available for current appropriation or expenditure, for example: encumbrances, prepaid items, inventories, specific projects, and long-term advances to other funds. Such reserves are not intended as valuation allowances, but merely demonstrate the current unavailability of the subject assets to pay current expenditures. The City of Saginaw operates from a balanced budget at the onset of every fiscal year. Undesignated fund balance or prior year budgetary surplus can be appropriated to balance a fund’s budget if a sufficient balance/surplus exists and the appropriation is fiscally prudent.

### **Performance Management/Accountability Reporting**

In an effort to align our City Council goals with departmental actions and to address the previous Michigan Governor Rick Snyder’s call for increased transparency and accountability, the City of Saginaw has refocused the manner in which it tracks performance. The City’s revised approach is Performance Management/Accountability Reporting. The City defines its performance management/accountability reporting strategy as an analysis and reporting tool, that is intra-departmental and mission focused and integral in long-term planning. The performance management/accountability reporting process for the City of Saginaw begins in the month preceding the annual budget submission to City Council and concludes the following year with a comprehensive city-wide performance/accountability evaluation document.

## ***BUDGET SUMMARY*** ***RESOURCE ALLOCATION***

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The following Resource Allocation chart lists resources and appropriations for each fund and provides a grand total for all City resources. The accounts of the City are organized on the basis of fund(s), each of which is considered to be a separate accounting entity. These funds are the General, Special Revenue, Enterprise, Internal Service, and Fiduciary Funds. Although each fund is accounted for independently, the proper cooperation and interaction among all funds contribute to the effective and efficient management of City government.

### **GENERAL FUND**

The General Fund is the primary account for resources traditionally associated with government, which are not required legally or management purposes to be accounted for in another fund.

### **SPECIAL REVENUE FUNDS**

Special Revenue Funds are defined as those funds used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

#### **Major, Local, and Municipal Street Funds:**

The Major and Local Streets Funds receive allocation of State collected gasoline taxes and license fees to be used for the maintenance, repair, and construction of streets and bridges within the City. The Municipal Street Fund functions as an inventory account for street maintenance materials. These materials are reallocated to the Major and Local Streets Funds upon completion of construction.

#### **Public Safety Fund:**

In May of 2006 and renewed in November of 2011 and March 2020, the City levied a special property tax earmarked to support Police Officers and Firefighters. This fund accounts for the tax levy proceeds.

#### **Rubbish Collection Fund:**

This fund accounts for the \$230 fee assessed to household units for the collection of solid waste, trash (environmental) fees, and composting fees. It also records the expenditures for rubbish collection, hauling and disposal, curbside recycling, composting, and trash cleanup.

#### **Clean Energy Coalition Fund:**

This fund accounts for the promotion of clean energy technology, projects, and savings citywide. The State of Michigan through MSHDA provided the City of Saginaw with a grant that gives the City the ability to complete energy efficiency and renewable energy installations on municipal facilities.

#### **Andersen Center Operation Fund:**

This fund accounts for the operation and maintenance expenditures and building rentals for the Andersen Enrichment Center.

#### **Saginaw Arts and Enrichment Commission Fund:**

The Saginaw Arts and Enrichment Commission Fund accounts for the private donations and individual contributions received by the Saginaw Arts and Enrichment Commission to provide financial support to cultural and creative arts organizations.

**Police Training Fund:**

This fund accounts for allocations received from the State of Michigan pursuant to Act 302 of the Public Acts of 1982. Distributions are made twice annually based on the number of sworn Police Officers. These funds can only be expended for direct costs of criminal justice training for Police Officers.

**Department of Justice Grant:**

This fund accounts for revenues and expenditures related to various projects to provide better services and fight crime in the community as approved by the United States' Department of Justice. Funding allocations are based on the community's violent crime statistics.

**Saginaw County Treatment and Prevention Services Fund:**

This fund accounts for grant funds received from the United States' Department of Justice. These funds will be used to engage youth and facilities in programs that will enhance self-awareness and self-esteem. An additional goal is to reduce the use of harmful substances through participation in substance abuse programs.

**Drug Forfeiture Fund:**

This fund accounts for all expenditures and funds received from the forfeiture of cash and property seized during drug raids.

**Police Justice Grant Fund:**

This fund accounts for grant funds received from the Office for Civil Rights, Office of Justice Program. The purpose of these funds is to develop or enhance law enforcement-based victim service programs in order to better support victims throughout the criminal justice process by connecting them with community-based direct victim services program to more quickly and effectively help them.

**Coronavirus Emergency Supplemental Fund:**

This fund accounts for grant funds received from the Office of Justice Program, U.S. Department of Justice for preventing, preparing for, and responding to the coronavirus. This grant allows for projects and purchases that allow law enforcement to respond to the pandemic.

**Michigan State Housing Development Authority (MSHDA) TARP Hardest Hit Grant Fund:**

This fund accounts for the grant funding the Michigan State Housing Development Authority for the elimination of blighted properties in the City of Saginaw and the surrounding communities.

**Community Development Block Grant Fund:**

The Community Development Block Grant Fund is used to account for the revenues and expenditures of the Federal Community Development Block Grant Entitlement Program. Other funds included under Community Development Block Grant funding are: Residential Loans, Rental Loans, Block Grant Home Program, Neighborhood Stabilization Program I, II, and III, SEDC Revolving Loans, and Section 108 Loans.

**Police Enhancing Law Enforcement Response (ELERV) Fund:**

The Police Enhancing Law Enforcement Response to Victims (ELERV) Fund accounts funds received from the Office for Victims of Crime (OVC), U.S. Department of Justice and is administered by the International Association of Chief of Police. The purpose of this grant is to provide funding to the city of Saginaw to develop and implement an ELERV strategy that promotes enhanced administrative, technical, and operational police practices. In addition to fostering cooperation and the exchange of information and experience among police leaders and organizations,

including enhancing law enforcement response to victims of crime with a strong focus on reaching and serving the underserved and unserved victims identified in the community.

**Public Employee Healthcare Fund/ Unfunded Liabilities Fund:**

This fund was established to start funding the unfunded health insurance premiums that are fully paid for all City retirees. The unfunded liability is estimated at over \$282 million.

**Capital Project Fund:**

Capital Project Fund is considered to be a Special Revenue Fund of the City. Revenues and expenditures related to the acquisition, development, improvement, and/or maintenance of capital assets.

**ENTERPRISE FUNDS:**

Enterprise Funds are used by a governmental entity to account for services provided to the general public on a user charge basis.

**Boat Launch Operation Fund:**

This fund accounts for the revenues collected from the Wickes and Rust Avenue boat launches for parking and admission fees. The fund also accounts for the operation and maintenance expenditures of these facilities.

**Sewer Operations and Maintenance Fund:**

The sewer fund is used to account for the revenues and expenses associated with the provision of sewer services to residential, commercial, and industrial establishments of the City as well as several municipalities surrounding the City.

**Water Operations and Maintenance Fund:**

The water fund is used to account for revenues and expenses associated with the provision of water service to residential, commercial, and industrial establishments of the City as well as several municipalities surrounding the City.

**INTERNAL SERVICE FUNDS**

Internal Service Funds are used to account for goods and services provided to one department by another on a cost reimbursement basis.

**Public Works Building Fund:**

This fund was established to account for all operating and capital expenses required to maintain the Public Works Service Center. Rent is charged to the departments occupying the building based on square footage.

**Technical Services – Geographical Information Systems Fund:**

This fund is used to account for the development and operation of the citywide geographical information system. Money for the operation of this fund is supplied from contributions from other city funds.

**Technical Services – Information Service Fund:**

Computer and information services are provided to the City operating departments through this fund. The operation is financed by service charges levied against user departments and service contracts with other governmental agencies.

**Radio Operations Fund:**

This fund acquires, installs, and maintains two-way radio equipment for use by City operating departments. Rental fees are charged to user departments to recover the cost of maintaining and replacing equipment.

**Motor Pool Operations Fund:**

This fund is responsible for acquiring and maintaining vehicles and other motorized equipment for use in general City operations. The costs of maintenance and replacement are recovered through rental rates charged to City operations using the vehicles and equipment.

**Self-Insurance Fund:**

This fund was established by City Council to serve as a general insurance reserve for liabilities and claims not covered by commercial carriers or to pay deductibles. This fund accounts for the payment of insurance premiums, the distribution of insurance costs to other City funds, and records the insurance claims liability.

**Worker's Compensation Fund:**

This fund accounts for all expenses, revenues, and claims relating to the City's self-insured workers' compensation program. Premiums are charged to other City funds based on a percentage of budgeted salaries.

**FIDUCIARY FUNDS:**

Fiduciary Funds are used to account for or administer property or assets that are owned by other entities.

**Cemetery Endowment Trust Funds:**

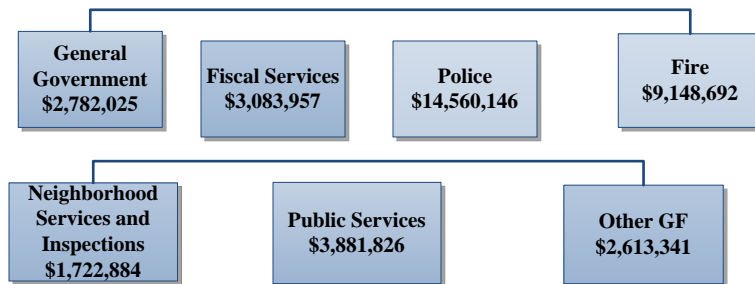
Forest Lawn Cemetery and the Oakwood Cemetery Funds are considered to be a Fiduciary Fund for the City of Saginaw. These funds are used to report resources that are legally restricted to the extent that only earnings may be used for cemetery care purposes in support of the city's program. In accordance with Chapter XIII, Section 83 Cemetery Trust Funds, in the Charter of the City of Saginaw, the city allocates 25% of all monies, which comes from the sale of lots and single graves, to the cemeteries trust funds. This income will be used annually for the general care and maintenance of each city-owned cemetery.

# CITY OF SAGINAW - FINANCIAL ORGANIZATIONAL CHART

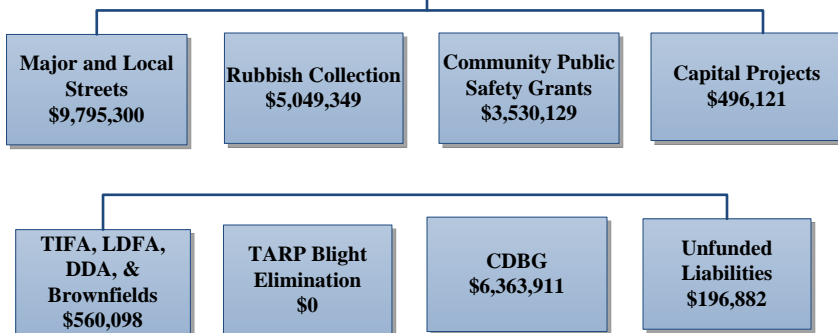
## 2021/2022 PROPOSED BUDGET

**Total City Budget  
Proposed FY 2022  
\$132,402,274**

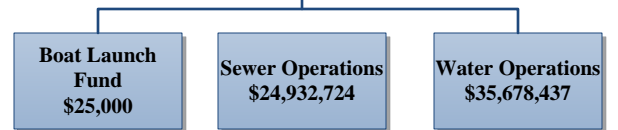
**General Fund  
\$37,792,871**



**Special Revenue Funds  
\$25,991,790**



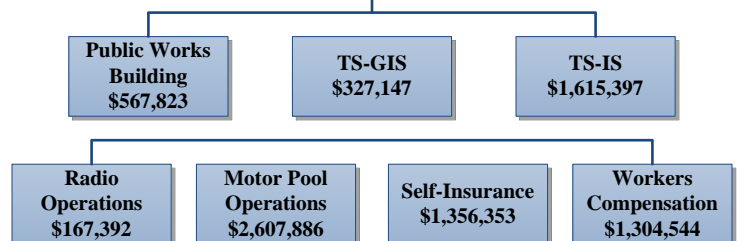
**Enterprise Funds  
\$60,636,161**



**Fiduciary Funds  
\$34,910**

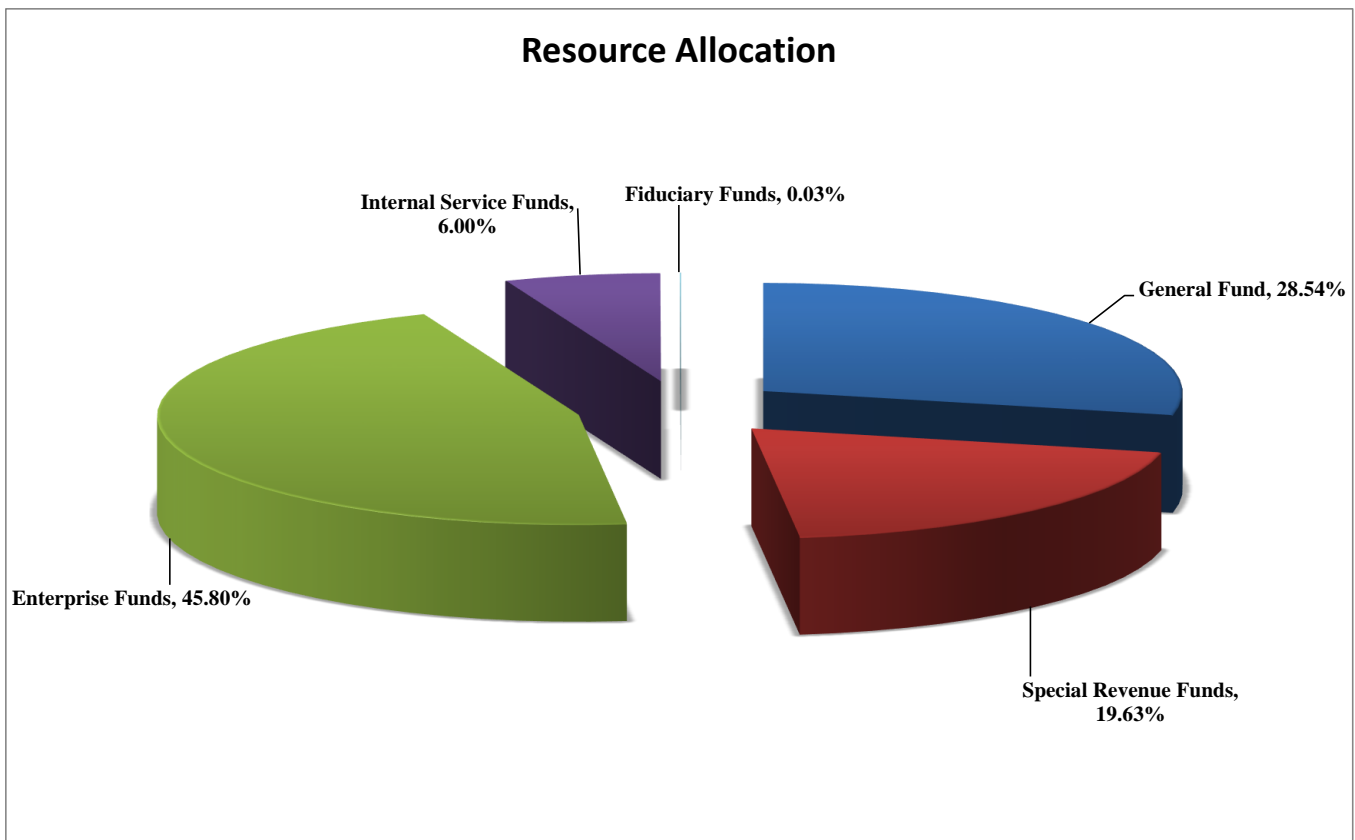


**Internal Service Funds  
\$7,946,542**



**RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

<u>RESOURCES</u>		<u>APPROPRIATION</u>	
GENERAL FUND	\$ 37,792,871	GENERAL FUND	\$ 37,792,871
SPECIAL REVENUE FUNDS	25,991,790	SPECIAL REVENUE FUNDS	25,991,790
ENTERPRISE FUNDS	60,636,161	ENTERPRISE FUNDS	60,636,161
INTERNAL SERVICE FUNDS	7,946,542	INTERNAL SERVICE FUNDS	7,946,542
FIDUCIARY FUNDS	34,910	FIDUCIARY FUNDS	34,910
<b>TOTAL RESOURCES</b>	<b><u>\$ 132,402,274</u></b>	<b>TOTAL APPROPRIATION</b>	<b><u>\$ 132,402,274</u></b>





## SUMMARY OF REVENUES

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### GENERAL FUND

The total General Fund revenues for FY 2022 are projected to be \$37,792,871, which represents an increase of \$1,519,238, or 4.19% from the 2021 approved budgeted levels.

**Property Taxes:** the total property taxes category is \$3,738,263 which is a \$100,218, or 2.75% increase from the previous fiscal year. This increase is primarily attributable to an increase in the ad-valorem taxable value of real and personal property.

**City Income Taxes:** The City of Saginaw receives approximately 37.68% of its General Fund revenue from local income tax. For the 2021/2022 Proposed Budget, revenue from income taxes will increase slightly from the previous fiscal year. Due to the American Rescue Plan, the City is able to project revenues at the FY 2019 levels. This revenue source has been increased based on historical trends.

**State Revenue Sharing:** The City of Saginaw receives approximately 23.16% of its General Fund revenue from state revenue sharing. The FY 2021/2022 Proposed Budget for State Shared Revenues increase .11% or \$9,517. This increase is realized in the statutory revenue allocation.

**Grants:** For FY 2022, the City budgeted \$1,915,489 for grant funding related to police overtime, the Local Community Stabilization funding, and Medicare Part D reimbursement. This is a .93% increase from the 2021 approved budget levels. In FY 2022, the City continues to receive State Fire Protection funding. There is a slight increase to Reimbursement/Medicare. Also, in FY 2022, the city continues to recognize the Local Community Stabilization Funds. These funds are received annually from the state for payment on discontinued personal property taxes.

**Licenses, Permits, and Fees:** The City will receive \$2,242,102 for licenses, permits, and fees for FY 2022. This represents an increase of \$123,000 over the approved 2021 revenue. This category includes business licenses, building permits, and cable television franchise fees.

**Charge for Services:** The total Charges for Services for FY 2022 is \$1,186,195. Charges for Services include cemetery charges, Public Act 425, and police and fire services. Future State of Michigan Public Act 425 agreements or corresponding service agreements are negotiated with other communities as they increase business and residential development. These agreements provide additional revenue to the General Fund. For FY 2022, this revenue source will increase 8.14%. This is due to increases in – cemeteries revenues, the Birch Park overtime detail, and abatement fees.

**Fines and Forfeitures:** The revenue in this category includes ordinance fines, parking receipts, parking lot receipts, parking violations, and transfer affidavit fees. The revenue decreases from the 2021 approved revenue by \$500. This reduction is directly related to a decrease in the civil infraction revenues.

**Interest and Rents:** Interest revenue remains the same from the 2021 approved budget. The Rents revenues will decrease \$10,000 due to a reduction in the Land and Building Rentals.

**Reimbursements:** The General Fund uses a cost allocation plan to charge other funds for internal services rendered. Since 2001, the City has used Maximus to prepare the cost allocation plan. For FY 2022, a total of \$2,938,685 is budgeted for the indirect cost allocation plan. The category of reimbursement equates to \$3,888,933, which is 13.64% higher than FY 2021. This increase is primarily associated to the increases in the indirect cost allocation to the General Fund based on prior year actual costs.

**Other Revenues:** This category decreases \$32,000 or 10.46% from 2021 budgeted levels. Total revenues are \$273,850. This includes miscellaneous revenues related to police department services, donations, and the sale of assets. This reduction is directly related to no longer recognizing the loan proceeds for the installment contract in the previous fiscal year.

**Fund Balance and Transfers:** The 2021/2022 Proposed Budget does include an allocation of restricted fund equity. This allocation equates to \$330,000 from the Rutledge Trust fund for capital purchases for Community Public Safety – Police and Fire. The General Fund continues to receive reimbursements from the Community Development Block Grant to offset the community police officers that have been reallocated to the General Fund. However, in FY 2022, this allocation has been decreased due to a reduction in the overall federal funding received for Community Development Block Grant.

## **SPECIAL REVENUE FUNDS**

The total Special Revenue Funds' revenues are \$25,991,790, for the FY 2022 Proposed Budget. This represents a \$2,411,359 or 10.23% increase from the previous fiscal year. Listed below is a discussion on major variances within this fund type:

### **Major and Local Streets**

The Major Streets Fund's revenues are \$7,971,033, which is an increase of a net \$350,315 or 4.59% from the FY 2021 approved budgeted levels. This is due to an increase in the use of fund equity for FY 2022. The Local Streets Fund revenues decrease by \$232,881 or 11.32% due to a decrease in the use of fund equity.

### **Public Safety Fund**

For FY 2021/2022, the Public Safety Fund is \$2,872,900. This is an increase of \$42,348 from the previous fiscal year's budget. The increase will be realized in the projected real property tax and real property - IFT revenues.

### **Rubbish Collection Fund**

The 2022 Budget for the Rubbish Collection Fund is \$5,049,349, which is an increase of \$511,169 from the FY 2021 approved budgeted levels. This increase is largely due to increased use of fund equity and a \$10 increase to the household rubbish fee from \$220 to \$230 per household unit which is necessary to meet the increasing cost of providing services. In addition, city administration plans to review the fee structure over the next few years.

### **Arts and Enrichment Commission Fund**

The total Arts and Enrichment Commission Fund is \$199,265 for FY 2022. This is a \$1,000 increase from the previous fiscal year. This increase is due to an increase in donations to the commission.

### **Brownfield Authority**

For the 2022 budget, revenues in the Brownfield Redevelopment Authority Fund are \$63,009. This represents a \$4,334 increase from the previous fiscal year. This is attributed to an increase in the tax capture for district 17 as well as small increases from other districts.

### **Downtown Development Authority 2011**

The FY 2022 DDA 2011 Fund revenues and expenditures are \$171,824. This is due to the adoption of a two mill levy for properties in the district and funds will be used to reinvest in the district. The budget increases due to an increase in real and personal property taxes and additional funds received from the Community Development Block Grant Program.

### **Police Training Fund**

The Police Training Fund will be \$9,000. Historically, the city has budgeted for a reimbursement of \$14,000; however, due to historical trends these funds have been decreased by \$5,000. These funds are a reimbursement from the State of Michigan for training for police officers.

### **Drug Forfeiture Fund**

The Drug Forfeiture Fund will be \$31,000. This is a 53.70% reduction from the previous fiscal year. This decrease is attributable to a reduction in the amount of available fund balance this will be appropriated.

### **Saginaw County Treatment and Prevention Fund**

The Saginaw County Treatment and Prevention Fund decreases 97.59% from the previous fiscal year. This reduction is a result of the completion of the grant with Saginaw County Health Department as of September 2020.

### **Coronavirus (COVID) Emergency Supplemental Fund**

During FY 2021, Community Public Safety – Police applied for and received grant funds from the Office of Justice, U.S. Department of Justice in the amount of \$184,048. The FY 2022 budget reflects the carryover of these funds into the next fiscal year to be utilized for the prevention, preparedness and response to the coronavirus. For FY 2022, \$150,000 will be allocated for overtime and parts and supplies.

### **Community Development Block Grant Fund**

The Community Development Block Grant Fund is \$3,780,769 for FY 2022. This represents a \$1,323,889 increase from the previous fiscal year. The increase in revenues is primarily due to an increase in the amount of funds that will carryforward from the current fiscal year in to the next year.

### **Saginaw Economic Development Corporation (SEDC) Revolving Loan Fund**

The FY 2022 SEDC Revolving Loan fund revenues are \$1,004,000, which is an increase of \$370,000 from the 2021 approved budgeted levels. This increase is due to a higher appropriation of fund balance.

## **ENTERPRISE FUNDS**

The total Enterprise Funds' revenues are \$60,636,161, for the FY 2022 Proposed Budget. This represents a \$3,472,728 or 6.08% increase from the previous fiscal year's budgeted levels. Listed below is a discussion on major variances within this fund type:

### **Sewer Operations and Maintenance Fund**

For FY 2022, the Sewer Operations and Maintenance Fund's revenues are \$24,932,724. This is an increase of \$350,576 or 1.43%. The increase in revenues is a direct result of a higher appropriation of retained earnings.

### **Water Operations and Maintenance Fund**

The FY 2022 Water Operations and Maintenance Fund will be \$35,678,437. This is an increase of \$3,119,152, or 9.58% from the previous fiscal year. This increase is primarily associated to a \$4.23 million increase to the Retained Earnings account for the various planned projects.

### **INTERNAL SERVICE FUNDS**

The total Internal Service Funds' revenues are \$7,946,542, for the 2022 Proposed Budget. This represents a \$193,870 or 2.50% increase from FY 2021. Listed below is a discussion on major variances within this fund type:

#### **Public Works Building Fund**

The Public Works Building Fund increases by \$221 for FY 2022. This is due to an increase in contributions from other funds to pay for capital projects the building needs.

#### **Technical Services - GIS Fund**

The Technical Services – Geographical Information Systems fund's revenues for FY 2022 are \$327,147, this is a decrease of \$17,921, or 5.19%, from the previous fiscal year. A decrease in charges to user departments is responsible for this as the fund has lower costs than the previous year.

#### **Technical Services - IS Fund**

The Technical Services – Information Services revenues for FY 2022 are \$1,615,397, a decrease of \$20,292. and is due to a decrease in charges for services.

#### **Motor Pool Operations Fund**

The Motor Pool Operations Revenues are budgeted at \$2,607,886 for FY 2022. This represents an increase of \$166,617 from the previous fiscal year. This increase is due to increases in charge for services. In addition, this budget reflects the addition of the Municipal Buy Back Replacement Program revenues. This program allows the city to replace vehicles annually through McDonald Ford. For the motor pool, during FY 2021, a shop vehicle was purchased and will be replaced during FY 2022. Expenditures will offset these revenues.

#### **Self-Insurance Fund**

The Self-Insurance Fund Revenues are budgeted at \$1,356,353 for FY 2022. This represents an increase of \$59,417 from the previous fiscal year. This increase is due to an increase in contribution from other funds to cover the general liability insurance and claims cost.

### **FIDUCIARY SERVICE FUNDS**

The total Fiduciary Service Funds' expenditures are \$34,910, for FY 2022. This is the same amount as the previous year.

Overall, for fiscal year 2022, the City of Saginaw's budgeted revenues are \$132,402,274, which represents an increase of 6.09% or \$7,597,195.

**SUMMARY OF REVENUES  
2021/2022 PROPOSED BUDGET**

FUND	2019/2020 APPROVED BUDGET	2020/2021 APPROVED BUDGET	2021/2022 PROPOSED BUDGET	INCREASE/ (DECREASE)	% CHANGE
<b><u>GENERAL FUND</u></b>					
PROPERTY TAX	3,561,029	3,638,045	3,738,263	100,218	2.75%
CITY INCOME TAX	13,795,000	13,795,000	14,238,814	443,814	3.22%
STATE REVENUE SHARING	8,660,253	8,744,637	8,754,154	9,517	0.11%
GRANTS	1,289,230	1,897,884	1,915,489	17,605	0.93%
LICENSES, PERMITS, & FEES	2,036,302	2,119,102	2,242,102	123,000	5.80%
CHARGES FOR SERVICES & SALES	942,469	1,096,922	1,186,195	89,273	8.14%
FINES AND FORFEITURES	323,400	422,500	422,000	(500)	-0.12%
INTEREST	602,035	619,004	619,004	0.00	0.00%
RENTS	42,800	69,600	59,600	(10,000)	-14.37%
REIMBURSEMENTS	3,259,609	3,422,122	3,888,933	466,811	13.64%
OTHER REVENUES	358,117	305,850	273,850	(32,000)	-10.46%
USE OF FUND EQUITY	0	0	330,000	330,000	#DIV/0!
TRANSFERS	142,967	142,967	124,467	(18,500)	-12.94%
<b>TOTAL GENERAL FUND</b>	<b>35,013,211</b>	<b>36,273,633</b>	<b>37,792,871</b>	<b>1,519,238</b>	<b>4.19%</b>
<b><u>SPECIAL REVENUE FUNDS</u></b>					
MAJOR STREETS	7,694,112	7,620,718	7,971,033	350,315	4.60%
LOCAL STREETS	1,979,718	2,057,148	1,824,267	(232,881)	-11.32%
PUBLIC SAFETY FUND	2,793,009	2,830,552	2,872,900	42,348	1.50%
RUBBISH COLLECTION FUND	4,242,500	4,538,180	5,049,349	511,169	11.26%
CLEAN ENERGY COALITION	40,000	40,000	40,000	0	0.00%
ANDERSEN CENTER FUND	88,020	88,579	86,000	(2,579)	-2.91%
ARTS AND ENRICHMENT COMMISSION	191,350	198,265	199,265	1,000	0.50%
BROWNFIELD AUTHORITY	52,906	58,675	63,009	4,334	7.39%
DOWNTOWN DEVELOPMENT 2011	180,297	151,270	171,824	20,554	13.59%
POLICE TRAINING FUND	14,000	14,000	9,000	(5,000)	-35.71%
J.A.G. FUND	0	0	0	0	#DIV/0!
DRUG FORFEITURE FUND	66,956	66,956	31,000	(35,956)	-53.70%
SAGINAW COUNTY TAPS	200,861	207,455	5,000	(202,455)	-97.59%
POLICE ELERV GRANT FUND	25,000	0	0	0	#DIV/0!
POLICE JUSTICE GRANT FUND	0	462,236	462,229	(7)	0.00%
CORONAVIRUS EMERG. SUPPL FUND	0	0	150,000	150,000	#DIV/0!
COMM. DEV. BLOCK GRANT FUND	2,520,460	2,456,880	3,780,769	1,323,889	53.88%
CDBG RESIDENTIAL LOANS	598,849	581,699	669,177	87,478	15.04%
BLOCK GRANT HOME PROGRAM FUND	898,144	900,082	909,965	9,883	1.10%
NEIGHBORHOOD STABLIZATION FUND	0	0	0	0	#DIV/0!
SEDC REVOLVING LOAN	501,500	634,000	1,004,000	370,000	58.36%
UNFUNDED LIABILITIES	268,882	196,882	196,882	0	0.00%
CAPITAL PROJECT FUND	474,012	476,854	496,121	19,267	4.04%
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>22,830,576</b>	<b>23,580,431</b>	<b>25,991,790</b>	<b>2,411,359</b>	<b>10.23%</b>

**SUMMARY OF REVENUES  
2021/2022 PROPOSED BUDGET**

<b>FUND</b>	<b>2019/2020 APPROVED BUDGET</b>	<b>2020/2021 APPROVED BUDGET</b>	<b>2021/2022 PROPOSED BUDGET</b>	<b>INCREASE/ (DECREASE)</b>	<b>% CHANGE</b>
<b><u>ENTERPRISE FUNDS</u></b>					
BOAT LAUNCH FUND	22,000	22,000	25,000	3,000	13.64%
SEWER OPERATIONS & MAINTENANCE	25,543,551	24,582,148	24,932,724	350,576	1.43%
WATER OPERATIONS & MAINTENANCE	29,329,349	32,559,285	35,678,437	3,119,152	9.58%
<b>TOTAL ENTERPRISE FUNDS</b>	<b><u>54,894,900</u></b>	<b><u>57,163,433</u></b>	<b><u>60,636,161</u></b>	<b><u>3,472,728</u></b>	<b><u>6.08%</u></b>
<b><u>INTERNAL SERVICE FUNDS</u></b>					
PUBLIC WORKS BUILDING FUND	502,471	567,612	567,823	211	0.04%
TECHNICAL SERVICES - GIS	310,442	345,068	327,147	(17,921)	-5.19%
TECHNICAL SERVICES - IS	1,531,062	1,635,689	1,615,397	(20,292)	-1.24%
RADIO OPERATION FUND	167,344	167,392	167,392	0	0.00%
MOTOR POOL OPERATIONS	2,402,625	2,441,269	2,607,886	166,617	6.83%
SELF-INSURANCE FUND	1,262,895	1,296,936	1,356,353	59,417	4.58%
WORKERS' COMPENSATION FUND	1,295,910	1,298,706	1,304,544	5,838	0.45%
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b><u>7,472,749</u></b>	<b><u>7,752,672</u></b>	<b><u>7,946,542</u></b>	<b><u>193,870</u></b>	<b><u>2.50%</u></b>
<b><u>FIDUCIARY FUNDS</u></b>					
FOREST LAWN CEMETERY	29,674	29,674	29,674	0	0.00%
OAKWOOD CEMETERY	5,236	5,236	5,236	0	0.00%
<b>TOTAL FIDUCIARY FUNDS</b>	<b><u>34,910</u></b>	<b><u>34,910</u></b>	<b><u>34,910</u></b>	<b><u>0</u></b>	<b><u>0.00%</u></b>
<b>TOTAL REVENUES</b>	<b><u>120,246,346</u></b>	<b><u>124,805,079</u></b>	<b><u>132,402,274</u></b>	<b><u>7,597,195</u></b>	<b><u>6.09%</u></b>

## SUMMARY OF EXPENDITURES

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### **GENERAL FUND**

General Fund expenditures increase \$1,519,238, or 4.19%, from the 2021 Budget. The total General Fund Expenditure Budget will be \$37,792,871.

#### **Offices of General Government:**

The Offices of General Government will be \$2,782,025 for FY 2021/2022. This represents a \$40,974 increase from the previous fiscal year. As it relates to personnel services, this appropriation center will increase \$93,320, or 4.81%. This increase is due to increase in pension costs, active healthcare, and the addition of staff. In the Office of Human Resources, an Employment Recruiter will be added to the complement. With this complement increase, there will be the elimination of the Human Resources Support Clerk and the HR Intern within the same office. Operating Expenses will decrease by \$52,346 for this department. This reduction is largely due to the decrease in funding allocation to the Election Division for there are no elections scheduled for the upcoming fiscal year. Capital Outlay will be the same in FY 2022, at \$4,250.

#### **Department of Fiscal Services:**

The Department of Fiscal Services increases by \$55,596 from the FY 2021 approved budget. This increase is largely realized in the Personnel Services for the department. Most of the increase is due to the increase in benefit costs, contracted salary increases, and increasing pension liabilities.

#### **Community Public Safety (CPS):**

The total *Community Public Safety (CPS) - Police* expenditures are \$14,560,146 for FY2021/2022. This represents an overall increase of \$771,657 from the 2021 budgeted levels. The largest increase will be realized in Personnel Services. For FY 2022, this department will realize a \$566,928 increase to the pension obligation. Newer officers making up the personnel complement will offset this increased cost of services. The FY 2022 budget continues to provide for overtime detail to Birch Park. Capital Outlay increases \$200,263. This is largely attributable to the allocation of funds from the Rutledge Trust for the purchase of vehicles. In the Category of Miscellaneous Expenditures, for FY 2022, the budget will increase \$16,765. This increase is directly related to the continued payment of principal and interest payments of previous year's installment contracts.

The total *Community Public Safety (CPS) - Fire* expenditures are \$9,148,692 for the FY 2022 budget. This represents an increase of \$543,061 or 6.31%. The majority of this increase is directly related to the increase to Personnel Services for the Community Public Safety – Fire pension obligation. This increase was over \$315,000 for FY 2022. In addition, this budget also reflects the required contractual salary increases of 2% and increases to healthcare benefits. Moreover, Capital Outlay will also increase to \$150,000 for the repairs and renovation to the fire training facility and training tower. Through this allocation, the city will utilize the Rutledge Trust donations for these capital projects.

#### **Department of Neighborhood Services and Inspections:**

The Department of Neighborhood Services and Inspections expenditures are \$1,722,884, which is a decrease of \$18,633 from the 2021 approved budgeted levels. Personnel Services increase by \$16,156, due to contractually obligated salary increases and increases in unfunded liability and healthcare costs. Operating Expenses decrease by a net \$23,937 from FY 2021. This decrease is mostly due to a decrease in demolitions this year. Capital Outlay is \$0. The category of Miscellaneous Expenditures are \$32,899 that consists of principal and interest payments on an installment contract entered into in FY 2019 for additional vehicles and lease payments for vehicles in the Inspections division.

**Department of Public Services:**

General Fund – Public Services increases by \$132,769 from the 2021 approved levels. Personnel Services increase by 126,772, or 6.68%. A majority of this increase is due to the addition two Laborer I positions in the Cemeteries division and a Labor Foreman – Grounds that is split among several divisions. To offset this increase will be a deletion of the Cemeteries and Grounds Administrator and a reduction to part time salaries in the Celebration Park division. Operating Expenses increase by \$7,252. Capital Outlay equates to \$8,750 for FY 2022. These costs are associated with the purchase of a pickup truck for Engineering that is split between several funds. The category of Miscellaneous Expenditures are \$18,045 and include principal and interest payments for the purchase of various pieces of equipment.

**Other General Fund:**

The total Other General Fund expenditures are \$2,613,341 for the 2021/2022 budget. This represents a decrease of -.24% from the 2021 approved budgeted levels. This reduction is attributable a reduction in the Operating Transfers to Other Funds for the Unfunded Liabilities Fund and a reduction allocation to the GIS Fund for General Fund services.

**SPECIAL REVENUE FUNDS**

The total Special Revenue Funds’ expenditures are \$25,991,790, for the FY 2022 Budget. This represents a \$2,411,359 or 10.23% increase from the previous fiscal year. Listed below is a discussion on major variances within this fund type:

**Major and Local Streets**

Total Major Streets Fund expenditures are \$7,971,033 for FY 2022. Expenditures increase by \$350,315, or 4.59%. Personnel Services increase \$93,272 for FY 2022. This increase is attributable to a 0.13 FTE increase from FY 2021. The City is also budgeting for the normal contractual step and longevity increases as well as increases in benefit costs such as healthcare. Operating Expenses are \$4,506,419 which is an increase of \$38,699 from FY 2021. This increase in operating expenses is caused mostly by a \$168,120 increase in professional and engineering services not tied to specific projects and a \$50,918 increase in motor pool charges, which are offset by decreases in street resurfacing charges. Capital Outlay is \$580,362 and includes a replacement claw truck. This is an increase of \$378,312 from FY 2021. The category of Miscellaneous Expenditures are \$156,631 in FY 2022, a decrease of \$159,968 from FY 2021.

The total Local Streets Fund expenditures are \$1,824,267 for FY 2022. Personnel Services decreased by \$41,610, which is due to a reallocation of personnel between the streets and rubbish funds. Operating Expenses are \$959,633, which represents a decrease of \$196,695 or 17.01% from FY 2021. This is mostly due to a decrease in project costs from not having a street resurfacing project in FY 2022. There is no Capital Outlay budgeted for FY 2022. There is \$14,771 in the category of Miscellaneous Expenditures for the City’s unfunded OPEB liabilities and an increase in fund equity.

**Public Safety Fund**

The Public Safety Fund expenditures will be \$2,872,900 for FY 2022. This represents a \$42,348 increase from FY 2021. This increase in personnel services is due to the increase in salary and benefits for the 30 police and fire personnel.

**Rubbish Collection Fund**

The Rubbish Collection Fund is projected to increase \$511,169 or 11.26% from the previous fiscal year. This increase is largely due to a 2% across the board increase in salaries, a higher payment to Mid-Michigan Waste Authority, and capital purchases of a Loader and a Rear Packer truck.



**Arts and Enrichment Commission Fund**

The total Arts and Enrichment Commission Fund is \$199,265 for FY 2022. This is a \$1,000 increase from the previous fiscal year and is due to additional rents and taxes.

**Downtown Development Authority 2011 (DDA 2011)**

The DDA – 2011 Fund will be \$171,824 for FY 2022. This is a \$20,554 increase. This increase will be realized in the purchase of flower pots for streetscaping projects and increased professional services for marketing services and additional police patrols downtown.

**Police Training Fund**

The Police Training Fund will be \$9,000. Historically, the city has budgeted for a reimbursement of \$14,000 from the State of Michigan for training and development of police officers. However, due to historical trends and the current pandemic these funds have been decreased by \$5,000.

**Drug Forfeiture Fund**

The Drug Forfeiture Fund will be \$31,000. This is a 53.70% reduction from the previous fiscal year. This decrease will be realized primarily in the amount of funds that have been appropriated for parts and supplies and for the repairs and replacement of electronics and cameras.

**Saginaw County Treatment and Prevention Fund**

The Saginaw County Treatment and Prevention Fund will be \$5,000 for FY 2022. This budget only includes funds for overtime, Medicare, and operating services. These monies are the remaining balance of the previous year’s allocation from the Saginaw County Health Department.

**Coronavirus (COVID) Emergency Supplemental Fund**

The COVID Emergency Supplemental Fund, new for FY 2021, will be \$150,000 for FY 2022. Funds are meant to be utilized for the prevention, preparedness, and response to COVID – 19 pandemic. For FY 2022, funds will be used for parts and supplies and overtime for Community Public Safety - Police.

**Community Development Block Grant Fund**

The total Community Development Block Grant (CDBG) Fund expenditures are \$3,780,769 for FY 2022. This represents a \$1,323,889 increase from the FY 2021 approved budget. Most of this increase is for additional spending for street resurfacing and awards to subgrantees.

**CDBG Residential Loan Program Fund**

The total CDBG Residential Loan Fund expenditures are \$669,177 for FY 2022. This is an increase of \$87,478 from the FY 2021 approved budget. This fund sees an increase in loan disbursements for the city’s housing rehabilitation program as well as an increase in salaries and benefit costs as required by the collective bargaining agreement.

**Saginaw Economic Development Corporation (SEDC) Revolving Loan Fund**

The SEDC Revolving Loan Fund is \$1,004,000 for FY 2022. This represents a \$370,000, or 58.36% increase from the previous fiscal year. This increase is attributable to an increase in loan disbursements.

**ENTERPRISE FUNDS**

The total Enterprise Funds’ expenditures are \$60,636,161, for the FY 2022 Budget. This represents a \$3,472,728 or 6.08% increase from the previous fiscal year’s budgeted levels. Listed below is a discussion on major variances within this fund type:

**Sewer Operations and Maintenance Fund**

The total Sewer Operations and Maintenance Fund is \$24,932,724 for FY 2022. This is an increase of \$350,576, or 1.43% from the approved 2021 budgeted levels. This increase is directly related to an increase in planned capital purchases as well as an increase in the principal and interest payments for the various sewer improvement projects. To offset this increase will be decreases to operating expenditures for planned construction projects.

**Water Operations and Maintenance Fund**

The Water Operations and Maintenance Fund is \$35,678,437 for FY 2022. This is an increase of \$3,119,152 from the previous fiscal year. Personnel Services will be \$9,586,076 for FY 2022. This is an increase of \$151,859 or 1.61% from the previous fiscal year. This budget is inclusive of a 2% across the board wage increase, and increased cost for the pension obligation. Operating Expenses will increase 19.80% from the previous fiscal year. This increase is due to the following: increase to indirect cost allocation, insurance cost, engineering services for the bond issuance and other planned projects; new utilities cost for the administration facility on Fordney, the purchase of software equipment for the customer portal; improvements to the SCADA System to include engineering, design, and implementation; increased cost for street and road materials due to the expected amount of projects that will be completed during FY 2022; and operating service cost for the Treatment and Pumping division’s operational plan and design. Capital Outlay is appropriated at \$1,187,859. This represents a 26.57% reduction from the previous fiscal year. This is attributable to a reduction in the amount of planned capital for FY 2022. The category of Miscellaneous Expenditures decreases \$191,008 from 2021 approved budgeted levels. This decrease is attributed to a reduction in the principal payments for the fiscal year.

**INTERNAL SERVICE FUNDS**

The total Internal Service Funds’ expenditures are \$7,946,542, for the FY 2022 Budget. This represents a \$193,870 or 2.50% increase from FY 2021. Listed below is a discussion on major variances within this fund type:

**Public Works Building Fund**

The total Public Works Building Fund expenditures are \$567,823 for FY 2022. The fund increases by \$221 from the FY 2021 approved budgeted levels. This is due to a contractual increase in personnel costs for salaries and benefits.

**Technical Services – Geographical Information Systems**

The total TS-GIS Fund expenditures are \$327,147 for FY 2022. This is a decrease of \$17,921 from the FY 2021 approved budget. This decrease is attributable to software already being implemented for the user departments.

**Technical Services - Information Services Fund**

The total TS-IS Fund expenditures are \$1,615,397 for FY 2022. This is a decrease of \$20,292 from FY 2021 approved budgeted levels. This is due to a decrease in capital outlay as the department has finished a large multi-year project in FY 2021.

**Motor Pool Operations Fund**

The Motor Pool Operations Expenditures are budgeted at \$2,607,886 for FY 2022. This represents an increase of \$166,617 from the previous fiscal year. This increase is due to increases in motor vehicle repairs and indirect cost allocation. In addition, this budget reflects the addition of the Municipal Buy Back Replacement Program. This program allows the city to replace vehicles annually through McDonald Ford. For the motor pool, during FY 2021, a shop vehicle was purchased and will be replaced during FY 2022. Revenues will offset this purchase.

**Self-Insurance Fund**

The Self-Insurance Fund Expenditures are budgeted at \$1,356,353 for FY 2022. This represents an increase of \$59,417 from the previous fiscal year. This increase is due to an increase in insurance rates due to the national market as well as a reallocation of personnel to this fund.

**FIDUCIARY SERVICE FUNDS**

The total Fiduciary Service Funds' expenditures are \$34,910, for the 2021/2022 Budget. This is the same as the previous fiscal year.

Overall, for fiscal year 2022, the City of Saginaw's budgeted expenditures are \$132,402,274, which represents a 6.09% or \$7,597,195, increase from the approved 2021 budget.

**SUMMARY OF EXPENDITURES  
2021/2022 PROPOSED BUDGET**

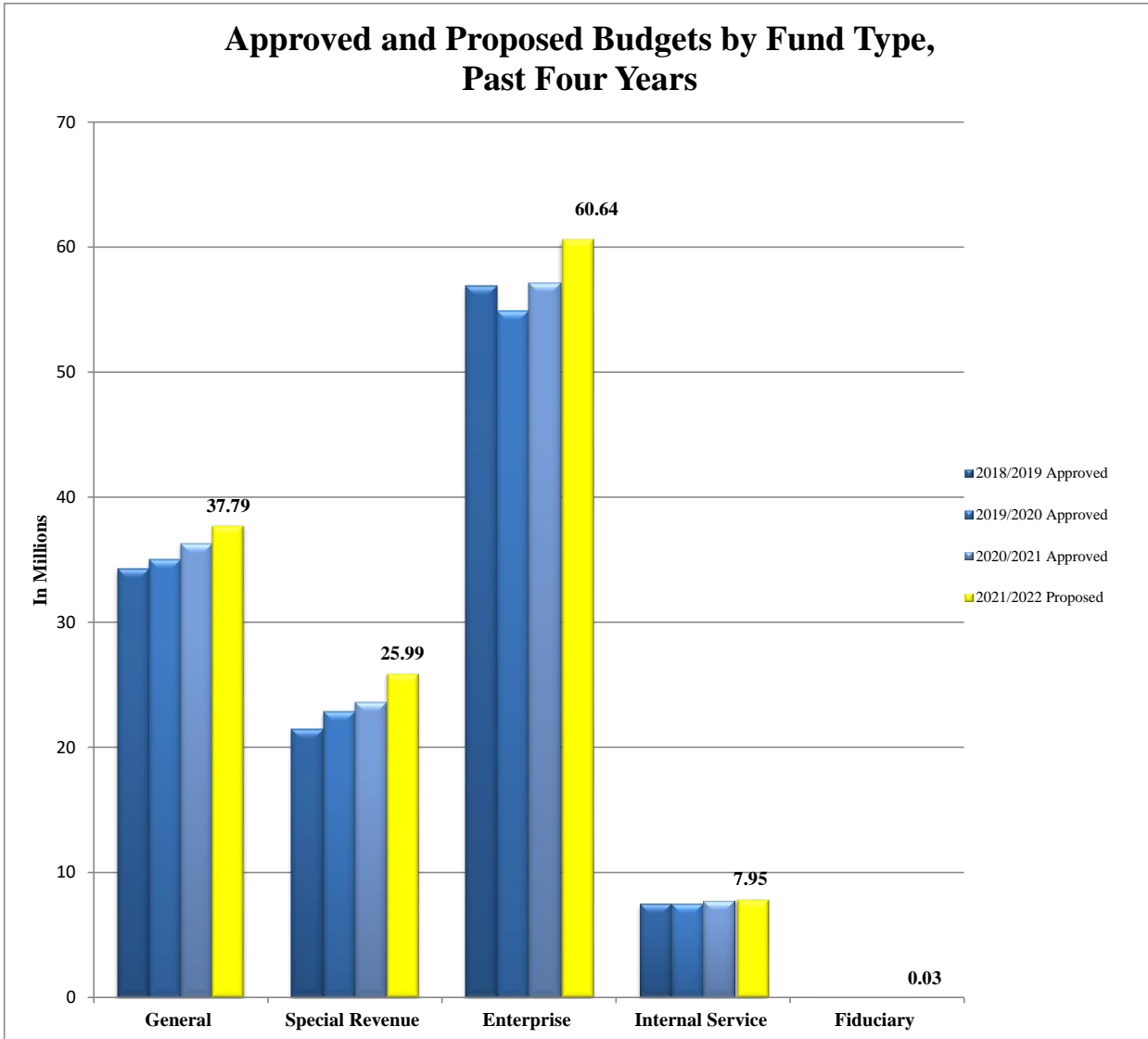
FUND	2019/2020 APPROVED BUDGET	2020/2021 APPROVED BUDGET	2021/2022 PROPOSED BUDGET	INCREASE/ (DECREASE)	% CHANGE
<b><u>GENERAL FUND</u></b>					
GENERAL GOVERNMENT	2,595,683	2,741,051	2,782,025	40,974	1.49%
FISCAL SERVICES	2,968,928	3,028,361	3,083,957	55,596	1.84%
COMMUNITY PUBLIC SAFETY- POLICE	12,701,124	13,788,489	14,560,146	771,657	5.60%
COMMUNITY PUBLIC SAFETY - FIRE	8,341,506	8,605,631	9,148,692	543,061	6.31%
NEIGHBORHOOD SERVICES AND INSPECTIONS	1,749,182	1,741,517	1,722,884	(18,633)	-1.07%
PUBLIC SERVICES (GF)	3,932,211	3,749,057	3,881,826	132,769	3.54%
OTHER GENERAL FUND	2,724,577	2,619,527	2,613,341	(6,186)	-0.24%
<b>TOTAL GENERAL FUND</b>	<b>35,013,211</b>	<b>36,273,633</b>	<b>37,792,871</b>	<b>1,519,238</b>	<b>4.19%</b>
<b><u>SPECIAL REVENUE FUNDS</u></b>					
MAJOR STREETS	7,694,112	7,620,718	7,971,033	350,315	4.60%
LOCAL STREETS	1,979,718	2,057,148	1,824,267	(232,881)	-11.32%
PUBLIC SAFETY FUND	2,793,009	2,830,552	2,872,900	42,348	1.50%
RUBBISH COLLECTION FUND	4,242,500	4,538,180	5,049,349	511,169	11.26%
CLEAN ENERGY COALITION	40,000	40,000	40,000	0.00	0.00%
ANDERSEN CENTER FUND	88,020	88,579	86,000	(2,579)	-2.91%
ARTS AND ENRICHMENT COMMISSION	191,350	198,265	199,265	1,000	0.50%
BROWNFIELD AUTHORITY	52,906	58,675	63,009	4,334	7.39%
DOWNTOWN DEVELOPMENT 2011	180,297	151,270	171,824	20,554	13.59%
POLICE TRAINING FUND	14,000	14,000	9,000	(5,000)	-35.71%
J.A.G. FUND	0	0	0	0	#DIV/0!
DRUG FORFEITURE FUND	66,956	66,956	31,000	(35,956)	-53.70%
SAGINAW COUNTY TAPS	200,861	207,455	5,000	(202,455)	-97.59%
POLICE ELERV GRANT FUND	25,000	0	0	0	#DIV/0!
POLICE JUSTICE GRANT FUND	0	462,236	462,229	(7)	0.00%
CORONAVIRUS EMERG. SUPPL FUND	0	0	150,000	150,000	#DIV/0!
COMM. DEV. BLOCK GRANT FUND	2,520,460	2,456,880	3,780,769	1,323,889	53.88%
CDBG RESIDENTIAL LOANS	598,849	581,699	669,177	87,478	15.04%
BLOCK GRANT HOME PROGRAM FUND	898,144	900,082	909,965	9,883	1.10%
NEIGHBORHOOD STABLIZATION FUND	0	0	0	0	#DIV/0!
SEDC REVOLVING LOAN	501,500	634,000	1,004,000	370,000	58.36%
UNFUNDED LIABILITIES	268,882	196,882	196,882	0.00	0.00%
CAPITAL PROJECT FUND	474,012	476,854	496,121	19,267	4.04%
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>22,830,576</b>	<b>23,580,431</b>	<b>25,991,790</b>	<b>2,411,359</b>	<b>10.23%</b>

**SUMMARY OF EXPENDITURES  
2021/2022 PROPOSED BUDGET**

<b>FUND</b>	<b>2019/2020 APPROVED BUDGET</b>	<b>2020/2021 APPROVED BUDGET</b>	<b>2021/2022 PROPOSED BUDGET</b>	<b>INCREASE/ (DECREASE)</b>	<b>% CHANGE</b>
<b><u>ENTERPRISE FUNDS</u></b>					
BOAT LAUNCH FUND	22,000	22,000	25,000	3,000	13.64%
SEWER OPERATIONS & MAINTENANCE	25,543,551	24,582,148	24,932,724	350,576	1.43%
WATER OPERATIONS & MAINTENANCE	29,329,349	32,559,285	35,678,437	3,119,152	9.58%
<b>TOTAL ENTERPRISE FUNDS</b>	<b>54,894,900</b>	<b>57,163,433</b>	<b>60,636,161</b>	<b>3,472,728</b>	<b>6.08%</b>
<b><u>INTERNAL SERVICE FUNDS</u></b>					
PUBLIC WORKS BUILDING FUND	502,471	567,612	567,823	211	0.04%
TECHNICAL SERVICES-GIS	310,442	345,068	327,147	(17,921)	-5.19%
TECHNICAL SERVICES-IS	1,531,062	1,635,689	1,615,397	(20,292)	-1.24%
RADIO OPERATION FUND	167,344	167,392	167,392	0	0.00%
MOTOR POOL OPERATIONS	2,402,625	2,441,269	2,607,886	166,617	6.83%
SELF-INSURANCE FUND	1,262,895	1,296,936	1,356,353	59,417	4.58%
WORKERS' COMPENSATION FUND	1,295,910	1,298,706	1,304,544	5,838	0.45%
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>7,472,749</b>	<b>7,752,672</b>	<b>7,946,542</b>	<b>193,870</b>	<b>2.50%</b>
<b><u>FIDUCIARY FUNDS</u></b>					
FOREST LAWN CEMETERY	29,674	29,674	29,674	0	0.00%
OAKWOOD CEMETERY	5,236	5,236	5,236	0	0.00%
<b>TOTAL FIDUCIARY FUNDS</b>	<b>34,910</b>	<b>34,910</b>	<b>34,910</b>	<b>0</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>120,246,346</b>	<b>124,805,079</b>	<b>132,402,274</b>	<b>7,597,195</b>	<b>6.09%</b>

**CITY OF SAGINAW  
SUMMARY OF REVENUES AND EXPENDITURES**

**Summary of Revenues and Expenditures**







**City of Saginaw, MI - Fund Function Chart**

	General Government	Public Safety	Streets	Water and Sewer	Engineering	Community Services/ Economic Development	Rubbish Collection	Parks	Facilities	Motor Vehicles	Debt Service	Capital Outlay	Culture/ Recreation
<b>General Fund</b>													
General Government													
Fiscal Services													
Community Public Safety - Police													
Community Public Safety - Fire													
Neighborhood Services and Inspections													
Public Services													
Office of Management and Budget													
<b>Special Revenue Funds</b>													
Street Funds													
Rubbish Collection													
Public Safety Millage/Grants													
TIFA/LDFA/DDA													
Clean Energy Coalition													
Andersen Enrichment Center													
Saginaw Arts & Enrichment Commission													
CDBG													
Unfunded Liabilities													
<b>Capital Project Funds</b>													
Capital Improvement													
<b>Enterprise Funds</b>													
Boat Launch													
Sewer													
Water													
<b>Internal Service Funds</b>													
Public Works Building													
Technical Services													
Motor Pool Operations													
<b>Fiduciary Funds</b>													
Cemeteries													

## ***EXPENDITURE BY CATEGORY ANALYSIS***

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The Expenditure by Category Analysis chart on the following page compares the 2020/2021 Approved Budget to the 2021/2022 Proposed Budget, by category, for all fund types. The analysis below discusses the change in each of the categories.

Personnel Services category is \$63,109,837 of the total citywide 2021/2022 Proposed Budget, making it the largest expenditure category at 47.67%. This category increases \$1,519,004 or 2.47% from the previous fiscal year. Causes of this increase include an increase in retiree healthcare costs of 5%, an increase in police pension obligations of \$567,000, fire pension obligations of \$315,000, and non-sworn pension obligations of \$257,000, as well as the addition of several positions to the personnel complement, and 3% increases in active benefit costs. As it relates to personnel, the following positions have been added to the personnel complement – a Part-Time Technical Support Specialist in Technical Services; an Employment Recruiter in Human Resources; and a Labor Foreman – Grounds, two Celebration Park Coordinators, and two Laborer I - Cemeteries in the Department of Public Services. To offset the increase in personnel will be the following reductions: two Police Officers as the grant funding is no longer available; a HR Intern; a Part-time HR Support Specialist; and a Cemeteries Administrator, six Celebration Park Attendants, a Part-Time Basic Labor, and a Office Assistant II in the Department of Public Services. In addition, in the Department of Public Services, an Office Assistant II will be reclassified to an Administrative Professional, the Labor Foreman - Parks & Facilities will be reclassified to the Labor Foreman – Facilities, and the Cemeteries Foreman will be reclassified to the Labor Foreman - Cemeteries. (*Other personnel changes are listed under Summary of Positions*).

Operating Expenses make up 40.31% of the total 2021/2022 Proposed Budget. This category increases, overall, approximately \$3.92 million, or 7.92% from the previous fiscal year. This increase is largely due to a planned increase in construction projects in the Water Operations and Maintenance Fund. These projects will be paid for with a Water Revenue and Refunding bond issuance. The total operating budget for the Water Treatment and Operations Fund increases by \$3.58 million for FY 2022. This is largely due to raw water storage improvements as well as the continuous replacement of lead and galvanizing lines throughout the city as planned for by the department and required by state law.

Miscellaneous Expenditures represent 7.92% of the total citywide budget. This category consists of Transfers, Increase in Fund Equity, Debt Services, Grants, and Block Grant Services. For FY 2022, this category increases by 11.14% from the 2021 budgeted levels. The city will continue to make payments for the 2015 G.O. Limited Capital Improvement Bond issuance and the 2016 Water Supply System Refunding Bond. This affects the General Fund, Rubbish Collection Fund, and Water and Sewer Operations and Maintenance Funds. In addition, the City of Saginaw is a recipient of the CARES Act fund for the Community Development Block Grant Program; therefore, entitlement funds have been appropriated to assist in the preparation, prevention, and response to the Coronavirus pandemic.

Capital Outlay, which accounts for 4.11% of the total citywide budget, increases \$1.11 million from FY 2021 to a total of \$5,435,471. This increase is a result of the planned increase in capital outlay purchases for the Major Streets, Rubbish Collection, and Sewer and Water Operations and Maintenance Funds.

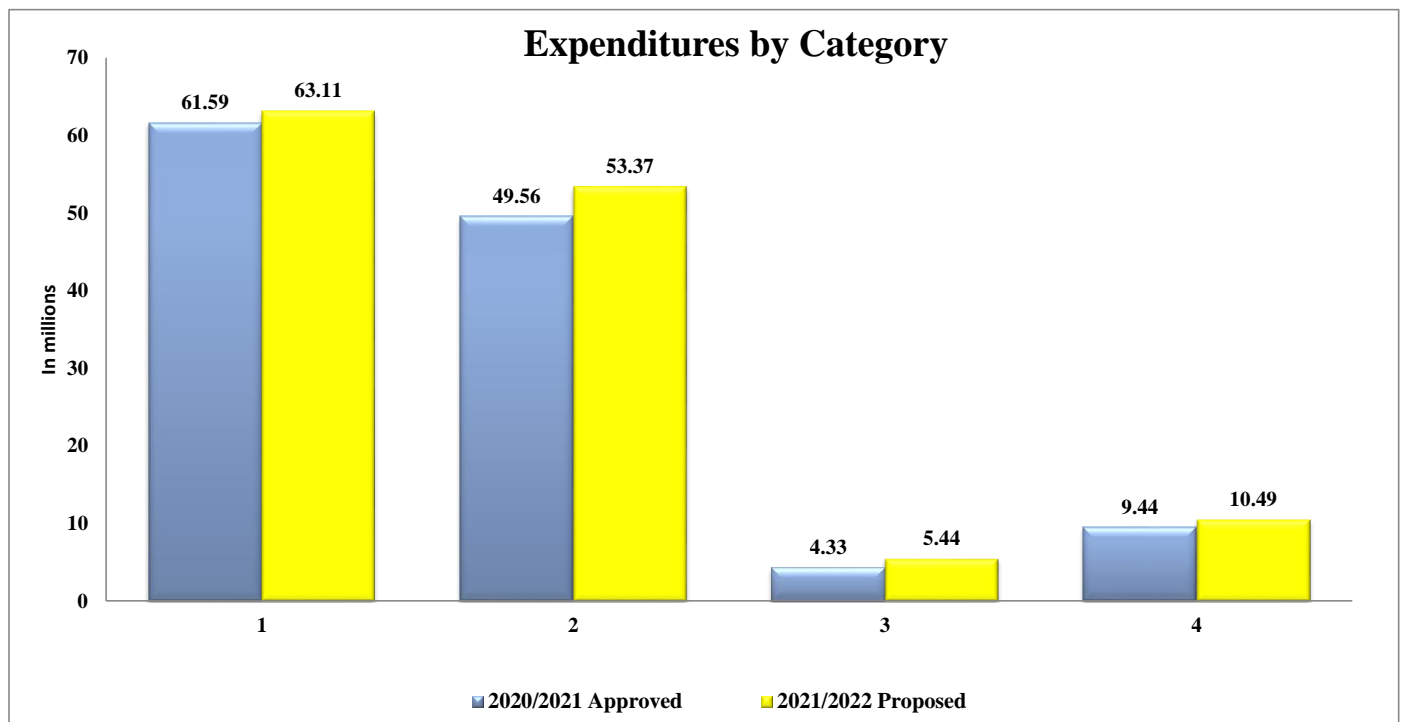
**EXPENDITURES BY CATEGORY ANALYSIS  
2020/2021 PROPOSED BUDGET**

<u>EXPENDITURE CATEGORY</u>	<b>2020/2021 APPROVED BUDGET</b>		<b>2021/2022 PROPOSED BUDGET</b>		<b>CHANGE</b>		
	<u>AMOUNT</u>	<u>% OF TOTAL</u>	<u>AMOUNT</u>	<u>% OF TOTAL</u>	<u>AMOUNT</u>	<u>%*</u>	<u>%**</u>
Personnel Services	61,590,833	49.35%	63,109,837	47.67%	1,519,004	1.22%	2.47%
Operating Expenses	49,451,571	39.62%	53,370,447	40.31%	3,918,876	3.14%	7.92%
Capital Outlay	4,327,205	3.47%	5,435,471	4.11%	1,108,266	0.89%	25.61%
Miscellaneous***	9,435,470	7.56%	10,486,519	7.92%	1,051,049	0.84%	11.14%
<b>TOTAL FUNDS</b>	<b><u>124,805,079</u></b>	<b><u>100%</u></b>	<b><u>132,402,274</u></b>	<b><u>100%</u></b>	<b><u>7,597,195</u></b>	<b><u>6.09%</u></b>	<b><u>N/A</u></b>

\* Change in each expenditure category as a percentage of the total 2020/2021 Approved Budget.

\*\* Change in each expenditure category as a percentage of total 2020/2021 expenditure category.

\*\*\* Miscellaneous category includes Transfers, Increase in Fund Equity, Debt Service, Grants, and Block Grant Services.



## ***SUMMARY OF POSITIONS***

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The chart listed below summarizes and compares positions in the 2022 Budget with those in the 2021 Budget by department. *(Beginning in FY 2019, the personnel chart will reflect “whole” counts of personnel.)*

### **General Government:**

The total Office of General Government is 16 full-time and 13 part-time positions for FY 2022. For FY 2022, the Human Resources Office adds an Employment Recruiter to the complement. However, with this addition, the Human Resources Support Specialist (PT) and the HR Intern will be eliminated from the personnel complement.

### **Fiscal Services:**

The total personnel complement for the Department of Fiscal Services is 30.00 FTE for FY 2022. This is the same as the previous year.

### **Community Public Safety:**

The personnel complement for Community Public Safety – Police is (69) full-time and (24) part-time positions for FY 2022. In October of 2020, the City was notified that the Saginaw Treatment and Prevention Grant would no longer support the two police officers allocated to it. These two position will be eliminated from the FY 2022 budget.

Community Public Safety – Fire’s personnel complement for FY 2022 is 40.00. For FY 2022, the personnel complement remains the same as the previous fiscal year.

### **Neighborhood Services and Inspections:**

The total personnel complement for this area is 14.00 positions – (12) full-time and (2) part-time. This is the same as the previous year.

### **Public Services:**

For FY 2022, the total personnel complement for the Department of Public Services is 140.00. The budget includes the addition (2) Laborer I - Cemeteries positions, the addition of the Labor Foreman – Grounds, 2 and Celebration Park Coordinators. These additions will be offset by the following eliminated positions – Cemeteries Administrator, 6 Celebration Park Attendants, a Basic Laborer in Facilities, and an Office Assistant II. Furthermore, the Office Assistant II in Streets will be reclassified to an Administrative Professional. Finally, the Labor Foreman, Parks & Facilities will be retitled to Labor Foreman – Facilities as well as the Cemeteries Foreman will be retitled to Labor Foreman – Cemeteries.

### **Water and Wastewater Treatment Services:**

The Department of Water and Wastewater Treatment Services have a total personnel complement of 103.00. This is the same as the previous fiscal year. The only change for this department for FY 2022 is the reallocation of one of the Plant Maintenance Foreman position. This is required due to contractual issues.

### **Technical Services:**

In the Department of Technical Services, the FTE complement is 9.00 and 1 PTE. This includes the Technical Services Director and Assistant Director, an SGTV Coordinator, an Enterprise & Operations Analyst, two Technical Support positions, a GIS Supervisor, GIS Specialist, and a GIS Technician – Water & Sewer. New for FY 2022 is the addition of a Technical Support Specialist (PT) to the complement.

**Full-Time Complement:**

<b>COMPLEMENT SUMMARY (FTE)</b>						
<b>2021/2022 PROPOSED BUDGET</b>						
<b>DEPARTMENT</b>	<b>2016/2017</b>	<b>2017/2018</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Proposed</b>
General Government	11.50	13.00	14.00	15.00	15.00	16.00
Fiscal Services	27.25	28.25	29.00	30.00	30.00	30.00
CPS - Police	67.40	66.40	68.00	70.00	71.00	69.00
CPS - Fire	51.00	51.00	38.00	39.00	40.00	40.00
Neighborhood Serv.	8.90	8.90	10.00	12.00	12.00	12.00
Technical Services	8.00	8.00	9.00	8.00	9.00	9.00
Community Services	6.90	6.90	7.00	7.00	7.00	7.00
Public Services	104.00	107.00	114.00	121.00	122.00	123.00
Water & Wastewater	87.00	85.00	87.00	91.00	91.00	91.00
<b>Total FTE:</b>	<b>371.95</b>	<b>374.45</b>	<b>376.00</b>	<b>393.00</b>	<b>397.00</b>	<b>397.00</b>

**Part-Time Complement:**

<b>COMPLEMENT SUMMARY (PTE)</b>						
<b>2021/2022 PROPOSED BUDGET</b>						
<b>DEPARTMENT</b>	<b>2016/2017</b>	<b>2017/2018</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Proposed</b>
General Government	16.00	16.00	16.00	14.00	15.00	13.00
Fiscal Services	1.00	0.00	0.00	0.00	0.00	0.00
CPS - Police	24.00	24.00	24.00	24.00	24.00	24.00
CPS - Fire	1.00	1.00	1.00	0.00	0.00	0.00
Neighborhood Serv.	3.00	4.00	4.00	2.00	2.00	2.00
Technical Services	4.00	3.00	3.00	0.00	0.00	1.00
Community Services	0.00	0.00	0.00	0.00	0.00	0.00
Public Services	28.00	26.00	27.00	24.00	22.00	17.00
Water & Wastewater	11.00	12.00	12.00	12.00	12.00	13.00
<b>Total PTE:</b>	<b>88.00</b>	<b>86.00</b>	<b>87.00</b>	<b>76.00</b>	<b>75.00</b>	<b>70.00</b>
<b>Total FTE and PTE:</b>	<b>459.95</b>	<b>460.45</b>	<b>463.00</b>	<b>469.00</b>	<b>472.00</b>	<b>467.00</b>

**CITY OF SAGINAW**  
**FY 2021-2022 Personnel Complement Changes**

**Additions**

Position Name	Position Count	Grade Step	FY 2022 Salary Amount	Funding Source
Technical Support Specialist (PT)	1.00	\$12.00	13,104.00	NGF
Employment Recruiter	1.00	N52 2	50,044.00	GF
Labor Foreman - Grounds	1.00	M54 1	50,001.00	GF/NGF
Celebration Park Coordinator	2.00	\$10.25	8,690.00	GF
Laborer I - Cemeteries	2.00	G00 1/2	72,546.00	GF
<b>Total Additions:</b>			<b><u>194,385.00</u></b>	

**Deletions**

Position Name	Position Count	Grade Step	FY 2022 Salary Amount	Funding Source
Police Officers	2.00	P04 1	98,222.00	NGF
HRIS Intern	1.00	\$12.00	17,472.00	GF
HR Support Specialist (PT)	1.00	\$28.57	47,535.00	GF
Cemeteries Administrator	1.00	M62 1	63,337.00	GF
Celebration Park Attendants	6.00	\$10.00	23,700.00	GF
Basic Labor (PT)	1.00	\$10.50	15,288.00	GF
Office Assistant II	1.00	O20 1/2	30,269.00	NGF
<b>Total Deletions:</b>			<b><u>295,823.00</u></b>	

**Reclassification/Reallocation**

Position Name	Position Count	Grade Step	FY 2022 Salary Amount	Funding Source
OAI to Admin Professional	1.00	O20 5 to O40 3	3,268.00	GF/NGF
Plant Maintenance Foreman	1.00	M56 7 to M59 4	2,501.00	NGF
<b>Total Increases:</b>			<b><u>5,769.00</u></b>	

**Title Changes**

Current Title Name	Position Count	Grade Step	New Title Name	Funding Source
Labor Foreman, Parks & Facilities	1.00	M54/56	Labor Foreman - Facilities	GF
Cemeteries Foreman	1.00	M54/56	Labor Foreman - Cemeteries	GF

Additions	194,385.00
Deletions	(295,823.00)
Changes	5,769.00
<b>Total PC Change</b>	<b>(95,669.00)</b>



**RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
PROPERTY TAXES	3,738,263	GENERAL GOVERNMENT	2,782,025
CITY INCOME TAXES	14,238,814	FISCAL SERVICES	3,083,957
STATE REVENUE SHARING	8,754,154	COMMUNITY PUBLIC SAFETY - POLICE	14,560,146
GRANTS	1,915,489	FIRE	9,148,692
LICENSES, PERMITS, & FEES	2,242,102	NEIGHBORHOOD SERVICES AND INSPECTIONS	1,722,884
CHARGE FOR SERVICES	1,186,195	PUBLIC SERVICE (GF)	3,881,826
FINES AND FORFEITURES	422,000	OTHER GENERAL FUND	2,613,341
INTEREST	619,004		
RENTS	59,600		
REIMBURSEMENTS	3,888,933		
OTHER REVENUES	273,850		
FUND BALANCE	330,000		
TRANSFERS	124,467		
<b>TOTAL RESOURCES</b>	<b><u><u>37,792,871</u></u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u><u>37,792,871</u></u></b>

**CITY OF SAGINAW**  
**SCHEDULE OF AD-VALOREM TAXABLE VALUE**

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
<b>BY PROPERTY TYPE</b>					
Real Property					
Agricultural	29,593	30,302	30,302	66,445	73,993
Commercial	84,778,764	79,516,069	79,516,069	75,273,043	76,069,247
Industrial	29,253,146	27,780,845	27,780,845	25,238,078	24,787,448
Residential	334,056,853	317,901,841	317,901,841	290,437,817	286,410,811
Total Real	<u>448,118,356</u>	<u>425,229,057</u>	<u>425,229,057</u>	<u>391,015,383</u>	<u>387,341,499</u>
Personal Property					
Commercial	32,741,000	32,725,100	32,725,100	29,725,400	29,061,200
Industrial	40,166,500	33,645,600	33,645,600	25,515,700	15,237,600
Utility	21,003,700	21,967,300	21,967,300	27,270,700	28,137,000
Total Personal	<u>93,911,200</u>	<u>88,338,000</u>	<u>88,338,000</u>	<u>82,511,800</u>	<u>72,435,800</u>
Total Real & Personal	<u><u>542,029,556</u></u>	<u><u>513,567,057</u></u>	<u><u>513,567,057</u></u>	<u><u>473,527,183</u></u>	<u><u>459,777,299</u></u>
<b>BY TAXPAYER CLASS</b>					
Agricultural	29,593	30,302	30,302	66,445	73,993
Commercial	117,519,764	112,241,169	112,241,169	104,998,443	105,130,447
Industrial	69,419,646	61,426,445	61,426,445	50,753,778	40,025,048
Residential	334,056,853	317,901,841	317,901,841	290,437,817	286,410,811
Utility	21,003,700	21,967,300	21,967,300	27,270,700	28,137,000
Total	<u>542,029,556</u>	<u>513,567,057</u>	<u>513,567,057</u>	<u>473,527,183</u>	<u>459,777,299</u>
<b>BY PROPERTY TYPE</b>					
Real Property					
Agricultural	74,657	76,223	90,455	70,500	66,700
Commercial	74,439,749	72,880,431	73,776,090	73,632,584	74,036,776
Industrial	25,056,215	25,387,123	24,787,623	23,906,478	23,271,223
Residential	288,214,483	288,065,443	280,369,831	286,054,900	291,843,467
Total Real	<u>387,785,104</u>	<u>386,409,220</u>	<u>379,023,999</u>	<u>383,664,462</u>	<u>389,218,166</u>
Personal Property					
Commercial	28,485,000	25,915,284	28,638,800	27,672,100	26,971,000
Industrial	13,254,400	11,763,400	5,879,700	5,171,700	8,513,400
Utility	30,071,100	31,517,500	32,799,500	36,130,300	39,111,600
Total Personal	<u>71,810,500</u>	<u>69,196,184</u>	<u>67,318,000</u>	<u>68,974,100</u>	<u>74,596,000</u>
Total Real & Personal	<u><u>459,595,604</u></u>	<u><u>455,605,404</u></u>	<u><u>446,341,999</u></u>	<u><u>452,638,562</u></u>	<u><u>463,814,166</u></u>
<b>BY TAXPAYER CLASS</b>					
Agricultural	74,657	76,223	90,455	70,500	66,700
Commercial	102,924,749	98,795,715	102,414,890	101,304,684	101,007,776
Industrial	38,310,615	37,150,523	30,667,323	29,078,178	31,784,623
Residential	288,214,483	288,065,443	280,369,831	286,054,900	291,843,467
Utility	30,071,100	31,517,500	32,799,500	36,130,300	39,111,600
Total	<u>459,595,604</u>	<u>455,605,404</u>	<u>446,341,999</u>	<u>452,638,562</u>	<u>463,814,166</u>

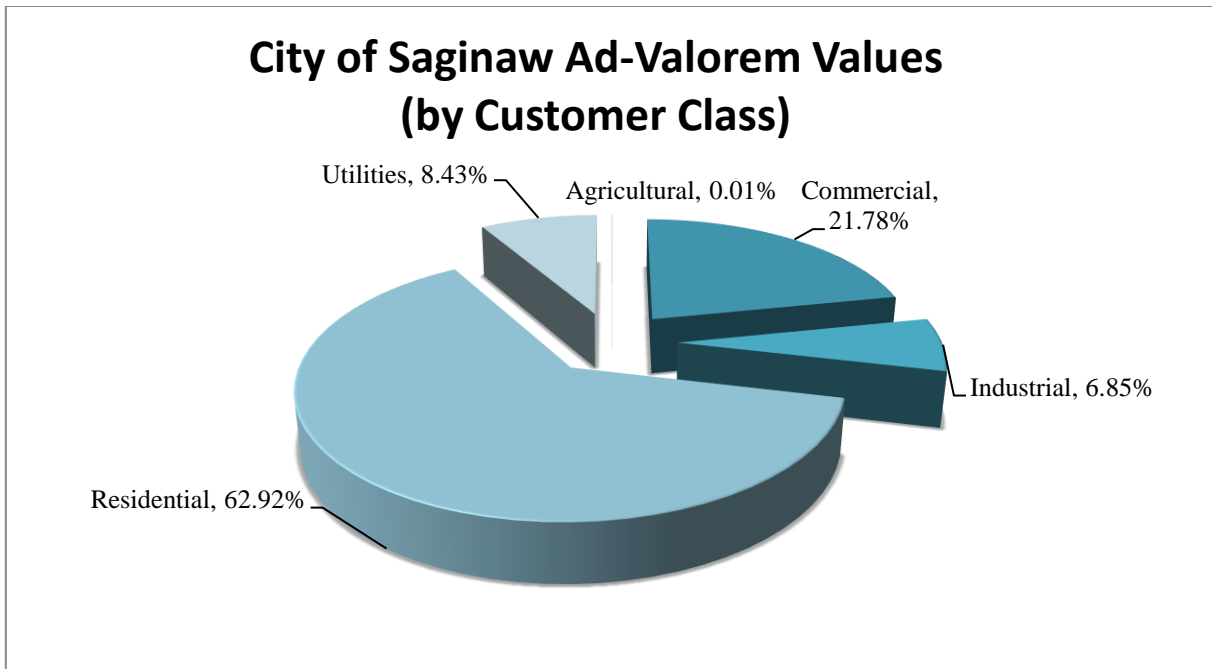
## *General Fund Revenues*

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Total 2021/2022 General Fund resources are budgeted at \$37,792,871, which represents an increase of \$1,519,238, from the 2021 approved resources of \$36,273,633.

### **PROPERTY TAXES**

City property taxes are levied each July 1 on the taxable value of property located in the City as of the preceding December 31 tax day and the lien date. In accordance with the provisions of Proposal A (see below), taxable value is the lower of the following three computations: 1) assessed/state equalized value; 2) the prior year's taxable value multiplied by the increase in the consumer price index or five percent (5%), whichever is less; or 3) the multiplier value. Proposal A requires the City Assessor to annually establish the assessed values and the equalization of said assessed values by the State of Michigan at 50 percent of current market value, prior to the application of formulas to determine the taxable value. Real property taxable value for the July 1, 2020 levy will be assessed at \$389,218,166 and personal property taxable value will be assessed at \$74,596,000.



*The graph above illustrates the taxable value of property in the City as a percent of customer class.*

The City of Saginaw's operating tax rate for FY 2022 is 7.3830 mills (limited to 7.50 mills). A special assessment of 7.5000 mills is also levied for public safety services. The City does not levy for debt service.

On March 15, 1994, voters in the State of Michigan approved Proposal A, a property tax reform proposal, which shifted the funding of education from property taxes to a combination of property taxes, higher sales tax and a real estate transfer tax. Property taxes were reduced to a maximum of six mills for homestead property and eighteen mills for non-homestead property; the State Sales Tax was increased from four cents to six cents; and a new real estate transfer tax of \$7.50 per thousand dollars was added. In addition, Proposal A restricted the growth of assessments on individual properties to an increase in the consumer price index or five percent (5%); whichever is less, until ownership of the property is transferred. The citizens of Saginaw subsequently approved an additional four mills for public libraries when Proposal A eliminated their millage from the school's millage and another three mills to operate a public transportation system.

Taxes are due and payable on July 1 at the City Treasurer's Office and become delinquent after 30 days. To all real and personal taxes paid on or after August 1, there shall be added interest at the rate of ½ of 1 percent for every month, or fraction thereof, from August 1 until the date of payment. A penalty of ½ of 1 percent is added after July 31. From March 1 and thereafter, real taxes are collected by the Treasurer of Saginaw County, who adds and keeps a collection fee of four percent (4%) on the unpaid balance, and in addition, adds interest at the rate of one percent (1%) per month from March 1 until the date of payment. Unpaid taxes, together with all charges thereon, become a continuing lien on the property assessed. The general tax law provides that real estate with delinquent taxes shall be sold at a state land sale.

### **Tax Limitation**

By general law, property taxes for City purposes are limited to two percent (2%) of the assessed valuation of all real and personal property in the municipality, provided that no such restriction shall prevent the levy of taxes required for the payment of general debt obligations.

The charter of the City of Saginaw provided that City taxes shall be subject to the overall limitation (City, School and County) imposed by Section 21, Article X, of the Michigan State Constitution, which is 1-1/2 percent of assessed value exclusive of debt incurred prior to December 8, 1932. Act No. 44, Public Acts of 1948, effective August 20, 1948, amended all Michigan city charters nullifying charter limitations and authorized that the levy for city purposes shall not exceed one percent (1%) of assessed valuation in any one year, unless and until a different tax rate limitation is provided by charter. State equalized valuations have been used in place of local assessed valuations.

On November 6, 1979, pursuant to an initiatory referendum, the City Charter was amended by the electors of the City of Saginaw to reduce the maximum property tax that may be levied by the City in any year from 10 mills to 7.50 mills. The amendment further provided that if in subsequent years the assessed value of all property within the City is increased for any reason, this maximum 7.50 mill rate would have to be permanently reduced so as to yield the same gross dollar revenue as the fiscal year 1979 property tax revenue yield (\$3,828,778). The amendment further provided for up to a 3 mill emergency levy if a specific emergency is declared by the Mayor and concurred by a 3/4 vote of the full Council.

On November 5, 2002, May 3, 2005, and November 3, 2009, special elections were held to remove the property tax dollar limitation of \$3,828,778 and the 7.50 mill limitation that was approved by the voters on November 6, 1979. The voters overwhelmingly defeated the proposal in these special elections.

### **LOCAL INCOME TAXES**

The City of Saginaw receives approximately 37.68% of its General Fund revenue from local income tax. For the 2021/2022 Proposed Budget, revenue from income taxes will increase slightly from the previous fiscal year. Due to the American Rescue Plan, the City is able to project revenues at the FY 2019 levels. This revenue source has been increased based on historical trends.

### **STATE SHARED REVENUES**

The City of Saginaw receives approximately 23.16% of its General Fund revenue from state revenue sharing. The FY 2021/2022 Proposed Budget for State Shared Revenues increase .11% or \$9,517. This increase is realized a slight increase to statutory revenue allocation.

## **GRANTS**

For FY 2022, the City budgeted \$1,915,489 for grant funding related to police overtime, the Local Community Stabilization funding, and Medicare Part D reimbursement. This is a .93% increase from the 2021 approved budget levels. In FY 2022, the City continues to receive State Fire Protection funding. There is a slight increase to Reimbursement/Medicare. Also, in FY 2022, the city continues to recognize the Local Community Stabilization Funds. These funds are received annually from the state for payment on discontinued personal property taxes.

## **LICENSES, PERMITS, & FEES**

The City will receive \$2,242,102 for licenses, permits, and fees for FY 2022. This represents an increase of \$123,000 over the approved 2021 revenue. This category includes business licenses, building permits, and cable television franchise fees.

## **CHARGE FOR SERVICES**

The total Charges for Services for FY 2022 are \$1,186,195. Charges for Services include cemetery charges, Public Act 425, and police and fire services. Future State of Michigan Public Act 425 agreements or corresponding service agreements are negotiated with other communities as they increase business and residential development. These agreements provide additional revenue to the General Fund. For FY 2022, this revenue source will increase 8.14%. This is due to increases in – cemeteries revenues, the Birch Park overtime detail, and abatement fees.

## **FINES AND FORFEITURES**

The revenue in this category includes ordinance fines, parking receipts, parking lot receipts, parking violations, and transfer affidavit fees. The revenue decreases from the 2021 approved revenue by \$500. This reduction is directly related to a decrease in the civil infraction revenues.

## **INTEREST AND RENTS REVENUE**

Interest revenue remains the same from the 2021 approved budget. The Rents revenues will decrease \$10,000 due to a reduction in the Land and Building Rentals.

## **REIMBURSEMENTS**

The General Fund uses a cost allocation plan to charge other funds for internal services rendered. Since 2001, the City has used Maximus to prepare the cost allocation plan. For FY 2022, a total of \$2,938,685 is budgeted for the indirect cost allocation plan. The category of reimbursement equates to \$3,888,933, which is 13.64% higher than FY 2021. This increase is primarily associated to the increases in the indirect cost allocation to the General Fund based on prior year actual costs.

## **OTHER REVENUES**

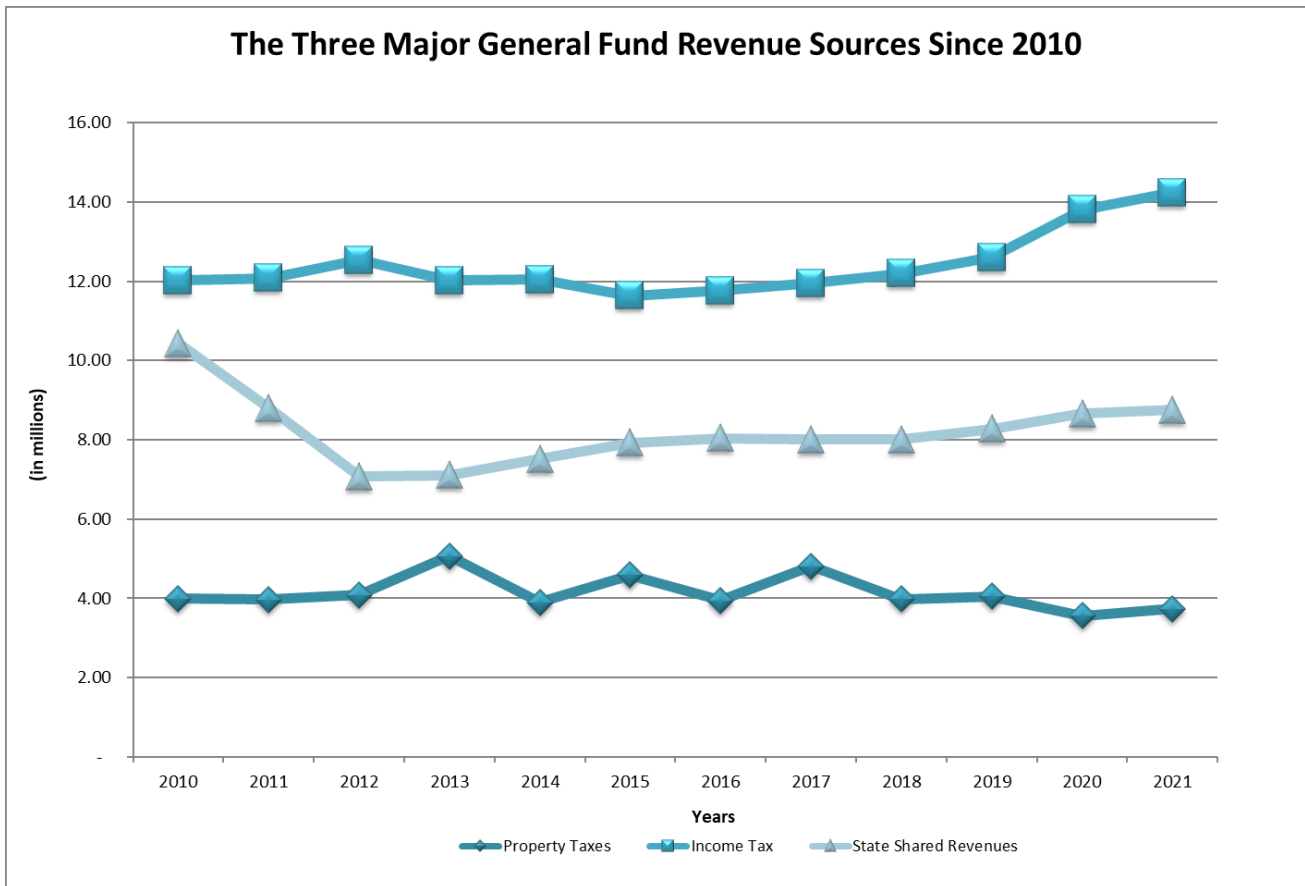
This category decreases \$32,000 or 10.46% from 2021 budgeted levels. Total revenues are \$273,850. This includes miscellaneous revenues related to police department services, donations, and the sale of assets. This reduction is directly related to no longer recognizing the loan proceeds for then installment contract in the previous fiscal year.

## USE OF FUND EQUITY AND TRANSFERS

The 2021/2022 Proposed Budget does include an allocation of restricted fund equity. This allocation equates to \$330,000 from the Rutledge Trust fund for capital purchases for Community Public Safety – Police and Fire. The General Fund continues to receive reimbursements from the Community Development Block Grant to offset the community police officers that have been reallocated to the General Fund. However, in FY 2022, this allocation has been decreased due to a reduction in the overall federal funding received for Community Development Block Grant.

## ANALYTICAL REVIEW:

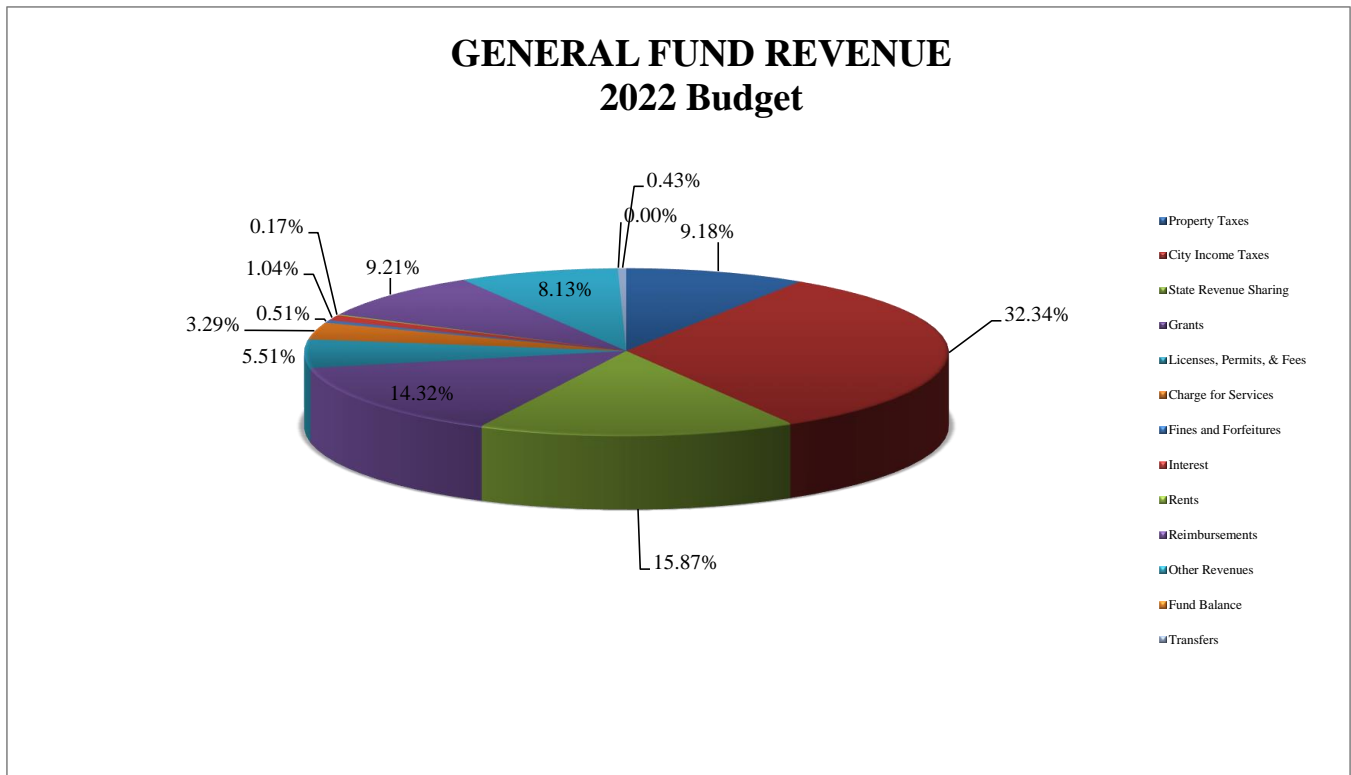
The three major revenue sources for the City of Saginaw are Property Taxes, Income Taxes, and State Shared Revenues. Listed below is a graphical representation of the history of these revenue sources from FY 2010 through the budgeted FY 2022.



The chart above reveals that the amount of revenues received from property taxes have changed little since 2010. In FY 2013, monies from some of the Renaissance Zones matured; creating a spike in the trend. In recent years, this source of revenues reflect a steady decline. Although the City realized some one-time revenues for FY 2015 and 2016, the City still continues to be reliant on Income Tax and State Shared revenues, both of which have reflect a slight increase in recent years. The chart, above, also indicates that State Shared Revenues have decreased steadily and, at times dramatically, from 2007 through 2013. However, from FY 2013 to FY 2022, this trend begins to move slightly upward. This is due to anticipated increases in the CVTR and Constitutional revenue sharing and other state received revenues. Income Tax Revenues, which have become the City's major source of revenues, are stable and have shown increases in recent years.

**REVENUE ANALYSIS SUMMARY  
2021/2022 PROPOSED BUDGET**

	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Approved Budget</b>	<b>2021 Adjusted Budget</b>	<b>2021 YTD</b>	<b>2022 Proposed Budget</b>
Property Taxes	3,558,980	4,215,567	3,652,185	3,638,045	3,638,045	2,665,295	3,738,263
City Income Taxes	13,722,888	14,119,061	13,782,996	13,795,000	13,795,000	9,394,085	14,238,814
State Revenue Sharing	8,217,270	8,460,181	7,863,827	8,744,637	8,744,637	4,609,978	8,754,154
Grants	1,433,411	1,884,409	1,652,285	1,897,884	4,784,612	4,160,487	1,915,489
Licenses, Permits, & Fees	1,500,154	1,744,154	1,896,882	2,119,102	2,119,102	1,601,097	2,242,102
Charge for Services	880,651	885,625	983,929	1,096,922	1,131,030	955,355	1,186,195
Fines and Forfeitures	308,841	258,766	242,529	422,500	422,500	146,965	422,000
Interest	393,958	545,875	508,820	619,004	619,004	302,027	619,004
Rents	13,538	45,229	79,086	69,600	69,600	49,277	59,600
Reimbursements	3,027,269	4,486,536	3,316,601	3,422,122	3,428,155	2,676,175	3,888,933
Other Revenues	(86,820)	963,425	143,897	305,850	2,670,731	2,362,245	273,850
Fund Balance	0	0	0	0	493,402	0	330,000
Transfers	154,562	142,967	164,146	142,967	147,467	123,639	124,467
<b>TOTAL RESOURCES</b>	<b>33,124,702</b>	<b>37,751,795</b>	<b>34,287,183</b>	<b>36,273,633</b>	<b>42,063,285</b>	<b>29,046,625</b>	<b>37,792,871</b>



**REVENUE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

	2018 Actual	2019 Actual	2020 Actual	2021 Approved Budget	2021 Adjusted Budget	2021 YTD	2022 Proposed
<b>TAXES</b>							
Real Property	2,796,971	2,785,035	2,746,864	2,788,730	2,788,730	2,023,505	2,838,717
Real Property - IFT	11,770	11,766	11,755	11,755	11,755	12,374	8,867
Refund of Capture	0	608,381	3,437	0	0	0	0
Personal Property	496,117	487,856	484,698	501,350	501,350	470,231	544,057
Personal Property - IFT	1,605	1,856	1,871	1,210	1,210	1,707	1,122
Personal Property - DPPT	9,458	13,241	5,392	10,000	10,000	362	3,000
Property Taxes, - PY Refunds	37,946	0	0	0	0	0	0
Property Taxes - Chargeback	(93,956)	(68,891)	2,492	(45,000)	(45,000)	(553)	(45,000)
Penalties & Interest	82,089	88,428	95,189	88,000	88,000	1,502	88,000
Tax Administration Fees	216,980	223,143	232,066	225,000	225,000	156,167	231,500
<b>PROPERTY TAXES</b>	<b>3,558,980</b>	<b>4,150,815</b>	<b>3,583,764</b>	<b>3,581,045</b>	<b>3,581,045</b>	<b>2,665,295</b>	<b>3,670,263</b>
P.I.L.O.T. Taxes	0	64,752	68,421	57,000	57,000	0	68,000
<b>P. I. L. O. T. TAXES</b>	<b>0</b>	<b>64,752</b>	<b>68,421</b>	<b>57,000</b>	<b>57,000</b>	<b>0</b>	<b>68,000</b>
<b>TOTAL PROPERTY TAXES</b>	<b>3,558,980</b>	<b>4,215,567</b>	<b>3,652,185</b>	<b>3,638,045</b>	<b>3,638,045</b>	<b>2,665,295</b>	<b>3,738,263</b>
City Income Taxes	12,404,634	12,821,013	12,644,551	12,400,000	12,400,000	8,291,440	12,825,000
Delinq City Income Tax	1,323,113	1,302,102	1,142,839	1,400,000	1,400,000	1,102,645	1,418,314
425 Agreement Refund	(4,859)	(4,054)	(4,394)	(5,000)	(5,000)	0	(4,500)
<b>INCOME TAXES</b>	<b>13,722,888</b>	<b>14,119,061</b>	<b>13,782,996</b>	<b>13,795,000</b>	<b>13,795,000</b>	<b>9,394,085</b>	<b>14,238,814</b>
<b>TOTAL TAXES</b>	<b>17,281,868</b>	<b>18,334,628</b>	<b>17,435,181</b>	<b>17,433,045</b>	<b>17,433,045</b>	<b>12,059,380</b>	<b>17,977,077</b>
<b>INTERGOVERNMENTAL</b>							
EVIP/CVTR	3,946,690	3,905,092	3,364,375	4,038,247	4,038,247	2,018,625	4,117,996
CVTR Supplemental	0	41,390	0	0	0	0	0
Constitutional	4,231,473	4,428,231	4,422,081	4,578,606	4,578,606	2,504,236	4,509,658
Liquor Licenses	39,107	37,399	37,784	37,784	37,784	38,825	36,500
State Grants	0	48,069	39,587	90,000	90,000	48,292	90,000
<b>STATE SHARED REV.</b>	<b>8,217,270</b>	<b>8,460,181</b>	<b>7,863,827</b>	<b>8,744,637</b>	<b>8,744,637</b>	<b>4,609,978</b>	<b>8,754,154</b>
FEMA	32,312	19,848	67,634	0	0	0	0
Other Federal Grants - CRLGG	0	0	0	0	1,045,914	1,045,914	0
Other Federal Grants - PSPHPR	0	0	0	0	1,772,165	1,772,165	0
Other Federal Grants - HAZARD PAY	0	0	0	0	68,649	68,647	0
Federal Grants	2,710	0	0	0	0	0	0
Other Federal Grants	0	3,886	5,421	0	0	742	0
Fire Federal Grants	0	1,000	0	0	0	430	0
State Fire Protection Grant	51,490	58,975	111,882	111,881	111,881	108,665	111,881
Foundation Grant	0	0	0	0	0	1,000	0
Police Drug Billable Overtime	6,979	21,989	17,508	21,000	21,000	6,695	10,000
Reimbursement/Medicare	1,130,665	1,547,446	1,163,937	1,488,430	1,488,430	928,660	1,488,430
Local Community Stabilization	209,255	231,265	259,870	231,265	231,265	202,375	259,870
PSN Grant	0	0	26,033	45,308	45,308	25,194	45,308
<b>GRANTS</b>	<b>1,433,411</b>	<b>1,884,409</b>	<b>1,652,285</b>	<b>1,897,884</b>	<b>4,784,612</b>	<b>4,160,487</b>	<b>1,915,489</b>
<b>TOTAL INTERGOV'TAL</b>	<b>9,650,681</b>	<b>10,344,590</b>	<b>9,516,112</b>	<b>10,642,521</b>	<b>13,529,249</b>	<b>8,770,465</b>	<b>10,669,643</b>



**REVENUE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Approved Budget</b>	<b>2021 Adjusted Budget</b>	<b>2021 YTD</b>	<b>2022 Proposed</b>
<b>LICENSES, PERMITS &amp; FEES</b>							
Occupational	24,831	25,959	20,241	18,000	18,000	1,905	18,000
General Business License	76,425	108,144	129,723	75,000	75,000	6,900	75,000
General Business License - Delinquent	0	14,628	14,865	5,000	5,000	(1,063)	7,000
Marihuana Application Fee	0	0	0	0	0	52,000	20,000
Marihuana Renewal Fee	0	0	0	0	0	0	40,000
<b>TOTAL LICENSES</b>	<b>101,256</b>	<b>148,731</b>	<b>164,829</b>	<b>98,000</b>	<b>98,000</b>	<b>59,742</b>	<b>160,000</b>
Building Permits	121,657	149,439	224,892	200,000	200,000	81,466	200,000
Electrical Permits	31,134	46,776	34,283	45,000	45,000	39,532	45,000
Mechanical Permits	41,460	49,345	44,188	50,000	50,000	44,726	50,000
Plumbing Permits	22,825	21,956	12,518	25,000	25,000	18,110	25,000
Demolition Permits	37,048	28,141	15,877	25,000	25,000	22,722	25,000
Sign Permits	1,375	1,550	805	1,675	1,675	1,740	1,675
Fire Department Permits	75	150	150	225	225	0	225
Open Burn Permits	1,800	2,000	450	1,000	1,000	1,550	1,500
Vacant Housing Registration Fees	81,790	88,785	67,611	85,000	85,000	63,304	85,000
Vacant Housing Past Due Fees	40,950	23,390	15,610	25,000	25,000	14,450	23,000
Non-Owner Occupied Reg. Fees	359,265	561,980	716,331	750,000	750,000	893,989	875,000
Non-Owner Occupied Past Due Fees	91,650	36,570	23,725	112,500	112,500	56,588	50,000
Inspection Fees	4,242	7,728	6,889	9,000	9,000	7,395	9,000
Barricade Permits	(15)	0	0	0	0	0	0
<b>TOTAL PERMITS</b>	<b>835,256</b>	<b>1,017,810</b>	<b>1,163,329</b>	<b>1,329,400</b>	<b>1,329,400</b>	<b>1,245,572</b>	<b>1,390,400</b>
Cable TV Franchise Fees	523,564	525,129	517,033	583,000	583,000	268,899	583,000
Cable TV PEG Fees	40,078	52,484	51,691	108,702	108,702	26,884	108,702
<b>TOTAL FEES</b>	<b>563,642</b>	<b>577,613</b>	<b>568,724</b>	<b>691,702</b>	<b>691,702</b>	<b>295,783</b>	<b>691,702</b>
<b>TOTAL LIC./PERM/FEES</b>	<b>1,500,154</b>	<b>1,744,154</b>	<b>1,896,882</b>	<b>2,119,102</b>	<b>2,119,102</b>	<b>1,601,097</b>	<b>2,242,102</b>
<b>CHARGE FOR SERVICES</b>							
Boot Removal Fee	10,216	6,010	4,890	15,000	15,000	1,500	5,000
Witness Fees	1,895	1,869	1,380	2,000	2,000	774	2,000
Zoning Code Fees	5,060	4,095	7,608	6,000	6,000	11,800	11,000
Fire System Plan Review	3,800	2,275	4,625	3,500	3,500	175	3,500
Fire False Alarm	50	0	0	0	0	0	0
Police False Alarm	12,259	0	0	0	0	0	0
False Alarm Fees - Public Safety	0	9,906	14,209	13,200	13,200	7,398	13,200
Fire Training Services	569	3,760	830	1,000	1,000	120	3,500
Fire Dept - Inspection Services	1,588	0	1,600	1,500	1,500	0	1,500
Fire Dept - Admin Charges	390	415	440	500	500	421	500
Dog Registration Fees	1,010	865	670	882	882	545	600
Public Act 425	213,938	214,745	239,060	275,000	275,000	265,575	275,000
Police Billable Overtime	32,034	44,468	32,865	88,750	88,750	11,204	88,750
Police Dept PTV Charges	100	60	30	0	0	0	0
Special Events Services	6,759	2,571	1,629	4,000	4,000	175	2,100
Special Events Ojibway	5,068	2,875	1,600	5,600	5,600	0	2,100
Grass Cutting Services	251	0	537	0	0	375	0
Engineering Plans/Records	0	8	0	0	0	0	0
Abandoned Vehicles	125	144	85	0	0	413	0
Fire Apparatus Testing	291	0	0	0	0	0	0
Sale of Junk	1,017	1,368	939	1,158	1,158	26	1,158
Construction Plan Review	39,285	8,188	33,617	20,000	20,000	6,566	20,000
Election Services	26	0	0	0	34,108	34,108	0
Materials and Services	(6,605)	22,426	6,282	14,600	14,600	12,388	14,600
Abatement Fees	0	0	500	0	0	0	5,000
<b>TOTAL GENERAL GOVT.</b>	<b>329,126</b>	<b>326,048</b>	<b>353,396</b>	<b>452,690</b>	<b>486,798</b>	<b>353,563</b>	<b>449,508</b>

**REVENUE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

	2018 Actual	2019 Actual	2020 Actual	2021 Approved Budget	2021 Adjusted Budget	2021 YTD	2022 Proposed
Gun Registration Fees	1,144	1,309	749	1,000	1,000	0	1,000
Vehicle Storage Fees	33,075	29,550	42,448	32,000	32,000	31,410	32,000
Hazmat Clean Up Fees	33,330	11,477	3,902	33,000	33,000	7,555	24,000
Police Department	27,894	30,521	32,800	30,000	30,000	13,095	30,000
Fire Dept - Cost Recoveries	6,943	5,748	510	6,000	6,000	17	6,000
<b>TOTAL POLICE &amp; FIRE</b>	<b>102,386</b>	<b>78,605</b>	<b>80,409</b>	<b>102,000</b>	<b>102,000</b>	<b>52,077</b>	<b>93,000</b>
Internment Services	255,950	249,243	272,190	271,675	271,675	269,790	325,687
Markers and Bases	36,592	15,558	18,157	16,957	16,957	17,511	18,000
Grave Spaces	119,126	144,982	172,066	178,375	178,375	179,738	210,000
Materials and Services - Cemeteries	37,471	71,189	87,711	75,225	75,225	82,676	90,000
<b>TOTAL CEMETERIES</b>	<b>449,139</b>	<b>480,972</b>	<b>550,124</b>	<b>542,232</b>	<b>542,232</b>	<b>549,715</b>	<b>643,687</b>
<b>TOTAL CHARGE SVC.</b>	<b>880,651</b>	<b>885,625</b>	<b>983,929</b>	<b>1,096,922</b>	<b>1,131,030</b>	<b>955,355</b>	<b>1,186,195</b>
<b>FINES &amp; FORFEITURES</b>							
Parking Lot Receipts	44,233	10,875	0	30,000	30,000	0	30,000
Ordinance Fines	93,428	96,784	85,796	95,000	95,000	50,592	95,000
Parking Violation Fines	166,109	130,312	136,894	185,000	185,000	93,250	185,000
Parking Violation Fines - Delinquent	0	0	0	90,000	90,000	0	90,000
Civil Infractions	(26,635)	6,300	(639)	4,500	4,500	2,600	5,000
Parking Tickets - Police	5,592	5,705	525	10,000	10,000	0	5,000
Transfer Affidavit Fines	20,196	7,043	16,415	7,000	7,000	0	10,000
Penalties - Clerks Office	5,918	1,747	3,538	1,000	1,000	523	2,000
Pyrotechnic Fines	0	0	0	0	0	1,000	0
<b>TOTAL FINES &amp; FORFEIT.</b>	<b>308,841</b>	<b>258,766</b>	<b>242,529</b>	<b>422,500</b>	<b>422,500</b>	<b>146,965</b>	<b>422,000</b>
<b>INTEREST</b>							
Interest on Investments	0	0	0	30,000	30,000	0	30,000
Cemetery Endowments	0	0	0	265	265	0	265
Interest on City Income Taxes	366,711	376,009	310,306	365,000	365,000	261,498	365,000
Interest on Spec Asmts	0	168	427	100	100	467	100
Interest and Penalties	1,652	3,566	1,115	1,670	1,670	0	1,670
Cemetery Int on Investments	19,279	160,128	191,992	215,965	215,965	38,251	215,965
Dividends	6,316	6,004	4,980	6,004	6,004	1,811	6,004
<b>TOTAL INTEREST</b>	<b>393,958</b>	<b>545,875</b>	<b>508,820</b>	<b>619,004</b>	<b>619,004</b>	<b>302,027</b>	<b>619,004</b>
<b>RENTS &amp; PRIVILEGES</b>							
Land and Building Rentals	8,738	40,429	74,286	60,000	60,000	44,477	50,000
Radio Tower Rent	4,800	4,800	4,800	9,600	9,600	4,800	9,600
<b>TOTAL RENTS &amp; PRIV.</b>	<b>13,538</b>	<b>45,229</b>	<b>79,086</b>	<b>69,600</b>	<b>69,600</b>	<b>49,277</b>	<b>59,600</b>

**REVENUE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

	2018 Actual	2019 Actual	2020 Actual	2021 Approved Budget	2021 Adjusted Budget	2021 YTD	2022 Proposed
<b>OTHER REVENUES</b>							
Saginaw County	118,000	3,329	0	50,000	100,000	50,000	50,000
Riverfront Comm Donations	3,250	1,920	0	2,000	2,200	200	2,000
Google Advertising Revenue	1,490	1,512	1,234	1,700	1,700	453	1,700
Contributions	0	0	1,100	7,000	409,878	402,878	7,000
<b>CONTRIBUTIONS</b>	<b>122,740</b>	<b>6,761</b>	<b>2,334</b>	<b>60,700</b>	<b>513,778</b>	<b>453,531</b>	<b>60,700</b>
Sale of Land/Buildings	3	1	0	40,000	40,000	0	0
Sale of Property Items		14,449	0	0	41,662	7,061	0
Sale of Property - Police	2,563	58,734	2,105	0	0	0	0
Sale of Material/Service	110	0	0	0		0	0
Sale of Property - Fire	0	3,054	7,570	1,000	1,000	407	1,000
<b>SALES OF PROPERTY</b>	<b>2,676</b>	<b>76,238</b>	<b>9,675</b>	<b>41,000</b>	<b>82,662</b>	<b>7,468</b>	<b>1,000</b>
Special Assessments	(145,338)	34,410	27,107	150,000	150,000	24,502	150,000
<b>TOTAL SPECIAL ASSESS.</b>	<b>(145,338)</b>	<b>34,410</b>	<b>27,107</b>	<b>150,000</b>	<b>150,000</b>	<b>24,502</b>	<b>150,000</b>
Surplus Receipts	17,772	102	477	1,000	1,000	20	1,000
Demolition Contracts	(620,724)	75	175	0	0	0	0
Installment Contract Proceeds	344,466	767,249	48,180	0		0	0
Cash Over and Short	(142)	(769)	(247)	500	500	738	750
Clerk's Dept Fees	1,013	997	456	700	700	1,169	700
Police Donations	11,227	32,138	0	0	947,047	944,026	0
Fire Donations	2,850	8,235	2,550	1,000	914,460	914,709	1,000
Saginaw County Parks	105,000	0	0	0	0	0	0
Encroachment	3,813	4,883	4,473	3,200	3,200	180	3,200
Pawn Shop	8,835	8,835	7,620	10,000	10,000	1,842	8,000
Board Ups	(2,861)	10,807	(3,896)	10,000	10,000	12,552	12,500
<b>TOTAL SURPLUS RECEIPT</b>	<b>(128,751)</b>	<b>832,552</b>	<b>59,788</b>	<b>26,400</b>	<b>1,886,907</b>	<b>1,875,236</b>	<b>27,150</b>
Indirect Costs	2,691,707	3,718,810	2,558,231	2,659,583	2,659,583	2,216,319	2,938,685
Insurance Proceeds	0	697	0	0	0	0	0
Insurance Premiums	720	720	615	14,500	14,500	285	14,500
Fire Dept Overtime Reimbursements	10,748	28,610	4,033	5,000	5,000	579	4,000
Reimbursements	91,020	324,786	205,777	87,098	89,098	82,557	175,000
Reimbursements - PD	0	25,919	17,777	0	4,033	4,032	4,000
Saginaw Housing Comm	107,512	114,752	124,235	204,418	204,418	96,919	203,876
Inspections	70,605	67,685	49,675	82,500	82,500	42,500	82,500
Reimbursements - Police/Covenant	48,616	190,308	353,485	363,823	363,823	232,984	461,372
Facilities - Labor	1,962	1,730	518	2,000	2,000	0	2,000
Facilities - Material	3,391	11,493	1,207	2,000	2,000	0	2,000
Fire - Labor	988	1,026	1,048	1,200	1,200	0	1,000
<b>TOTAL REIMBURSEMENTS</b>	<b>3,027,269</b>	<b>4,486,536</b>	<b>3,316,601</b>	<b>3,422,122</b>	<b>3,428,155</b>	<b>2,676,175</b>	<b>3,888,933</b>

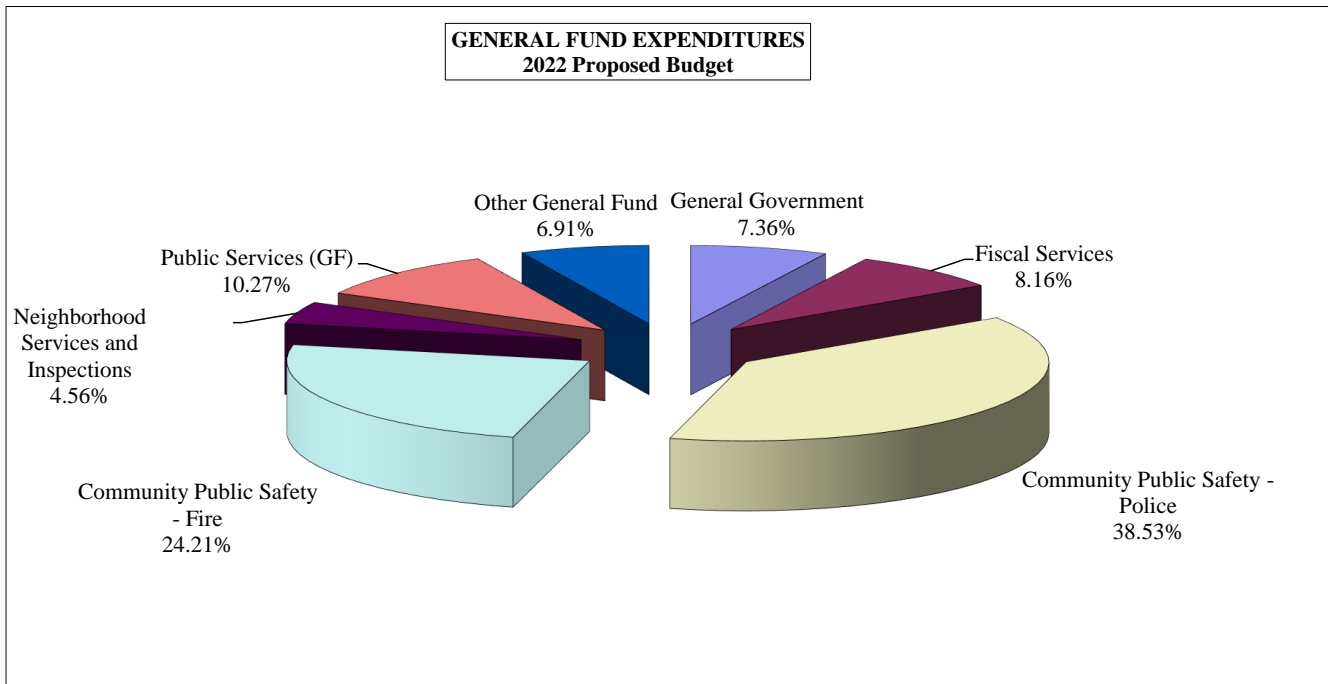
**REVENUE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

	2018 Actual	2019 Actual	2020 Actual	2021 Approved Budget	2021 Adjusted Budget	2021 YTD	2022 Proposed
Police Dept Services	70,944	9,606	35,512	27,750	37,384	8,583	35,000
<b>TOTAL PUB. SAFETY FEE</b>	<b>70,944</b>	<b>9,606</b>	<b>35,512</b>	<b>27,750</b>	<b>37,384</b>	<b>8,583</b>	<b>35,000</b>
Gain/Loss on Investment	(9,091)	3,858	9,481	0	0	(7,075)	0
<b>TOTAL G/L ON INVEST.</b>	<b>(9,091)</b>	<b>3,858</b>	<b>9,481</b>	<b>0</b>	<b>0</b>	<b>(7,075)</b>	<b>0</b>
<b>TOTAL OTHER REVENUE</b>	<b>2,940,449</b>	<b>5,449,961</b>	<b>3,460,498</b>	<b>3,727,972</b>	<b>6,098,886</b>	<b>5,038,420</b>	<b>4,162,783</b>
Decrease in Fund Equity	0	0	0	0	493,402	0	330,000
<b>TOTAL FUND EQUITY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>493,402</b>	<b>0</b>	<b>330,000</b>
Community Dev. Block Grant	154,562	142,967	142,967	142,967	142,967	119,139	119,967
Boat Launch	0	0	0	0	4,500	4,500	4,500
Blight Elimination	0	0	21,179	0	0	0	0
<b>TOTAL TRANSFERS</b>	<b>154,562</b>	<b>142,967</b>	<b>164,146</b>	<b>142,967</b>	<b>147,467</b>	<b>123,639</b>	<b>124,467</b>
<b>TOTAL GENERAL FUND</b>	<b>33,124,702</b>	<b>37,751,795</b>	<b>34,287,183</b>	<b>36,273,633</b>	<b>42,063,285</b>	<b>29,046,625</b>	<b>37,792,871</b>

**GENERAL FUND EXPENDITURES  
BY DEPARTMENT AND CATEGORY  
2021/2022 PROPOSED BUDGET**

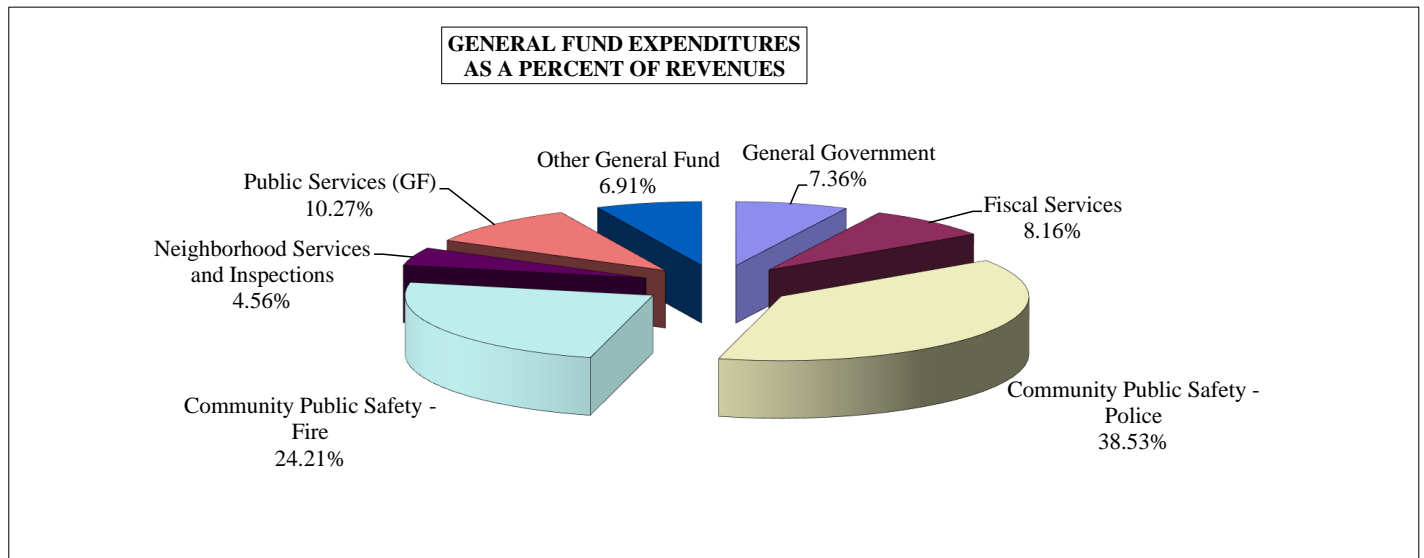
	2018 Actual	2019 Actual	2020 Actual	2021 Approved Budget	2021 Adjusted Budget	2021 YTD	2022 Proposed Budget
General Government	2,271,902	2,300,163	2,408,610	2,741,051	3,208,855	2,179,643	2,782,025
Fiscal Services	2,791,589	2,697,977	2,730,521	3,028,361	3,028,361	2,100,551	3,083,957
Community Public Safety - Police	10,385,648	12,531,147	12,630,186	13,788,489	14,278,286	10,692,023	14,560,146
Community Public Safety - Fire	8,439,959	8,292,097	8,499,011	8,605,631	8,939,599	7,051,676	9,148,692
Neighborhood Services and Inspections	1,482,666	1,661,074	1,579,750	1,741,517	1,800,717	1,229,766	1,722,884
Public Services (GF)	3,240,904	3,572,950	3,768,709	3,749,057	4,103,995	2,378,194	3,881,826
Other General Fund	2,807,924	3,125,470	3,888,509	2,619,527	6,902,951	2,330,727	2,613,341
<b>TOTAL GENERAL FUND</b>	<b>31,420,592</b>	<b>34,180,878</b>	<b>35,505,296</b>	<b>36,273,633</b>	<b>42,262,764</b>	<b>27,962,580</b>	<b>37,792,871</b>

Personnel Services	24,749,492	26,002,616	26,912,250	29,192,215	29,094,356	22,628,745	30,458,344
Operating Expenses	5,396,871	5,696,405	5,531,497	6,266,954	6,560,744	4,192,044	6,197,457
Capital Outlay	611,464	1,565,301	1,147,443	34,250	1,630,850	506,133	456,393
Miscellaneous	662,765	916,556	1,914,106	780,214	4,976,814	635,658	680,677
<b>TOTAL GENERAL FUND</b>	<b>31,420,592</b>	<b>34,180,878</b>	<b>35,505,296</b>	<b>36,273,633</b>	<b>42,262,764</b>	<b>27,962,580</b>	<b>37,792,871</b>



**GENERAL FUND REVENUES AND EXPENDITURES  
2021/2022 PROPOSED BUDGET**

	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Approved Budget</b>	<b>2021 Amended Budget</b>	<b>2021 YTD</b>	<b>2022 Proposed Budget</b>
Property Taxes	3,558,980	4,215,567	3,652,185	3,638,045	3,638,045	2,665,295	3,738,263
City Income Taxes	13,722,888	14,119,061	13,782,996	13,795,000	13,795,000	9,394,085	14,238,814
State Revenue Sharing	8,217,270	8,460,181	7,863,827	8,744,637	8,744,637	4,609,978	8,754,154
Grants	1,433,411	1,884,409	1,652,285	1,897,884	4,784,612	4,160,487	1,915,489
Licenses, Permits, & Fees	1,500,154	1,744,154	1,896,882	2,119,102	2,119,102	1,601,097	2,242,102
Charge for Services	880,651	885,625	983,929	1,096,922	1,131,030	955,355	1,186,195
Fines and Forfeitures	308,841	258,766	242,529	422,500	422,500	146,965	422,000
Interest	393,958	545,875	508,820	619,004	619,004	302,027	619,004
Rents	13,538	45,229	79,086	69,600	69,600	49,277	59,600
Reimbursements	3,027,269	4,486,536	3,316,601	3,422,122	3,428,155	2,676,175	3,888,933
Other Revenues	(86,820)	963,425	143,897	305,850	2,670,731	2,362,245	273,850
Fund Balance	0	0	0	0	493,402	0	330,000
Transfers	154,562	142,967	164,146	142,967	147,467	123,639	124,467
<b>TOTAL RESOURCES</b>	<b>33,124,702</b>	<b>37,751,795</b>	<b>34,287,183</b>	<b>36,273,633</b>	<b>42,063,285</b>	<b>29,046,625</b>	<b>37,792,871</b>
General Government	2,271,902	2,300,163	2,408,610	2,741,051	3,208,855	2,179,643	2,782,025
Fiscal Services	2,791,589	2,697,977	2,730,521	3,028,361	3,028,361	2,100,551	3,083,957
Community Public Safety - Police	10,385,648	12,531,147	12,630,186	13,788,489	14,278,286	10,692,023	14,560,146
Community Public Safety - Fire	8,439,959	8,292,097	8,499,011	8,605,631	8,939,599	7,051,676	9,148,692
Neighborhood Services and Inspections	1,482,666	1,661,074	1,579,750	1,741,517	1,800,717	1,229,766	1,722,884
Public Services (GF)	3,240,904	3,572,950	3,768,709	3,749,057	4,103,995	2,378,194	3,881,826
Other General Fund	2,807,924	3,125,470	3,888,509	2,619,527	6,902,951	2,330,727	2,613,341
<b>TOTAL APPROPRIATIONS</b>	<b>31,420,592</b>	<b>34,180,878</b>	<b>35,505,296</b>	<b>36,273,633</b>	<b>42,262,764</b>	<b>27,962,580</b>	<b>37,792,871</b>





**GENERAL FUND APPROPRIATIONS**

*GENERAL GOVERNMENT*

*DEPARTMENT OF FISCAL SERVICES*

*COMMUNITY PUBLIC SAFETY - POLICE*

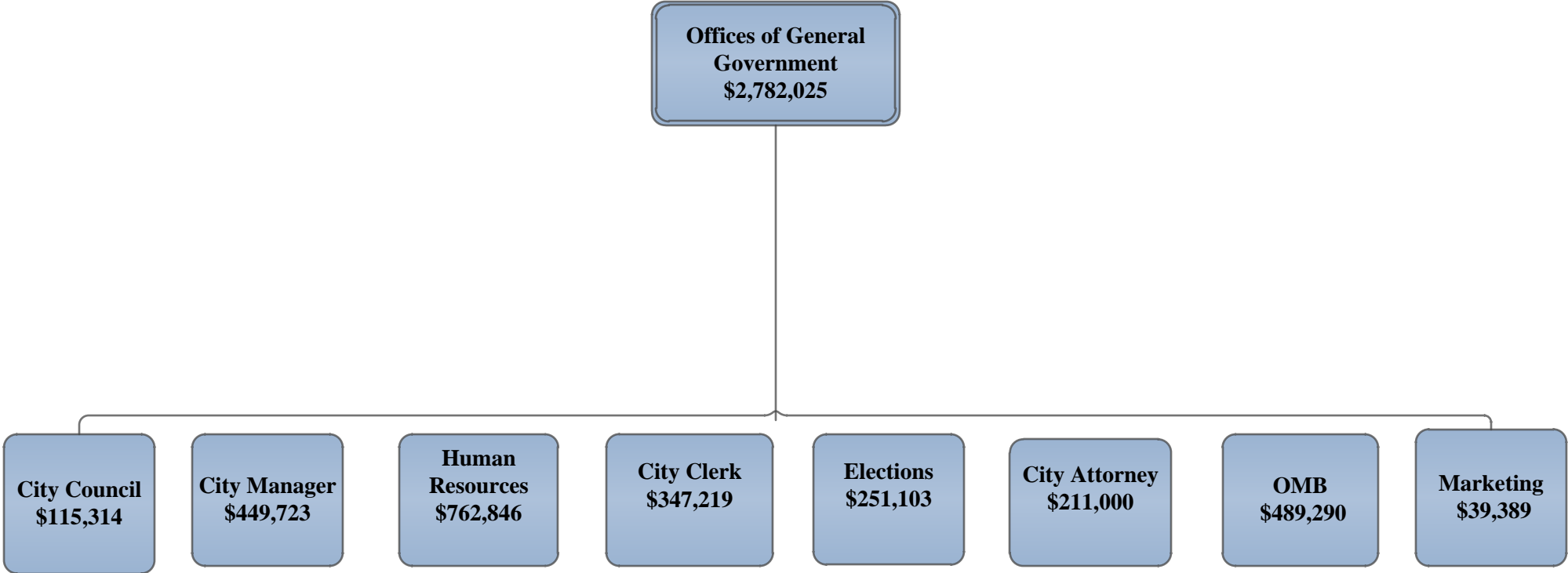
*COMMUNITY PUBLIC SAFETY - FIRE*

*NEIGHBORHOOD SERVICES AND INSPECTIONS*

*DEPARTMENT OF PUBLIC SERVICES*

*OTHER GENERAL FUND*

# CITY OF SAGINAW OFFICES OF GENERAL GOVERNMENT



*Also considered a part of the Offices of General Government is Saginaw Government Television Division, which equates to \$116,141. This division is represented under the Department of Technical Services. The total 2022 Budget for the Offices of General Government is \$2,782,025.*

## **THE OFFICES OF GENERAL GOVERNMENT**

### **EXPENDITURE BUDGET SUMMARY**

The Offices of General Government is expected to be \$2,782,025 for FY 2022. This is a \$40,974 increase from FY 2021 approved budgeted levels. *Personnel Services* increases by \$93,320 or 4.81%. (*The personnel complement changes are listed in detail under Summary of Positions.*) For FY 2022, an Employment Recruiter will be added to the Office of Human Resources. This is offset by the elimination of the HR Intern and the Human Resources Support Clerk. As it relates to *Operating Expenses*, this department reflects a \$52,346, or 6.56% reduction. This is largely due to not allocating funds to the Election Division for any upcoming fiscal year. *Capital Outlay* expenditures budgeted in FY 2022 will be \$4,250.

### **FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
0101 City Council	64,413	84,158	89,060	106,382	124,336	82,331	115,314
1710 Office of the City Manager	373,109	358,630	368,388	421,455	421,455	298,221	449,723
1711 SGTV	135,757	98,418	99,156	109,413	109,413	79,591	116,141
1725 Human Resources	637,490	643,212	698,376	698,037	698,037	479,697	762,846
1730 City Clerk's Office	246,509	227,859	272,733	268,225	269,125	199,867	347,219
1731 Elections	295,359	367,039	286,588	413,374	862,324	562,197	251,103
1734 City Attorney's Office	152,035	151,017	158,412	211,000	211,000	107,701	211,000
1735 Office of Management and Budget	367,372	369,830	435,897	477,318	477,318	353,366	489,290
1736 Marketing	0	0	0	35,847	35,847	16,672	39,389
<b>Total Expenditures</b>	<b>2,272,044</b>	<b>2,300,163</b>	<b>2,408,610</b>	<b>2,741,051</b>	<b>3,208,855</b>	<b>2,179,643</b>	<b>2,782,025</b>

### **FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	1,704,832	1,660,098	1,772,535	1,939,286	1,939,286	1,417,945	2,032,606
Operating Expenses	529,052	553,689	593,644	797,515	901,690	554,807	745,169
Capital Outlay	38,160	86,376	42,431	4,250	367,879	206,891	4,250
<b>Total Expenditures</b>	<b>2,272,044</b>	<b>2,300,163</b>	<b>2,408,610</b>	<b>2,741,051</b>	<b>3,208,855</b>	<b>2,179,643</b>	<b>2,782,025</b>

**SUMMARY OF POSITIONS**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
City Council	9.25	9.30	9.40	9.40	9.40	9.40	9.45
Office of the City Manager	2.25	2.35	2.35	2.40	2.40	2.40	2.45
SGTV	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources	4.40	4.40	4.40	5.40	5.40	5.40	4.40
City Clerk's Office	2.05	1.95	2.90	2.00	2.00	2.00	3.30
Elections	5.70	5.75	5.75	6.60	6.60	6.60	5.25
Office of Management and Budget	4.35	4.35	3.25	3.25	3.25	3.25	3.15
<b>Total Positions</b>	<b>29.00</b>	<b>29.10</b>	<b>29.15</b>	<b>30.05</b>	<b>30.05</b>	<b>30.05</b>	<b>29.00</b>

The total Office of General Government will be 29.00 FTE for FY 2022. This is 1.05 FTE decrease from the 2021 approved budgeted levels.

- In the Office of City Council, the personnel complement increases by .05 for the Administrative Support Clerk. This is because of additional duties for this position in this office. This will be offset by a .05 reduction in the Office of Management and Budget.
- In the Office of City Manager, the personnel complement increases by .05 for the Administrative Support Clerk. This is because of additional duties for this position in this office. This will be offset by a .05 reduction in the Office of Management and Budget.
- In the Office of Human Resources, a full-time Employment Recruiter will be added to the personnel complement. With this addition, the following positions will be eliminated – a part time Human Resources Support Clerk, and the HR Intern.
- In the Office of the City Clerk and Election, the personnel complement will decrease .05. This reduction is primarily due to a reallocation of personnel to Self-Insurance Fund due to no elections projected in the upcoming fiscal year.

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How To Use the Budget Document” for better clarification of the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-0101 City Council**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	37,942	Council Members	9.00	18,812
Overtime	0	Admin Support Clerk	0.45	19,130
Fringe Benefits	30,146			
		<b>Total Personnel</b>	<u>9.45</u>	<u>37,942</u>
<b>TOTAL</b>	<u><b>68,088</b></u>			
		<b>Overtime</b>		<u>0</u>
<b>OPERATING EXPENSES</b>				
Supplies	1,550	FICA		2,903
Internal Services	3,976	Healthcare Benefits - Active		11,172
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	1,000	Pension		16,071
Maintenance Fees	950			
Other Contracted Fees	38,000	<b>Total Fringe Benefits</b>		<u>30,146</u>
<b>TOTAL</b>	<u><b>45,476</b></u>			
		<b>TOTAL</b>	<u><b>9.45</b></u>	<u><b>68,088</b></u>
<b>CAPITAL OUTLAY</b>	1,750			
<b>TOTAL</b>	<u><b>1,750</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>115,314</b></u></u>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-1710 City Manager**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	229,508	City Manager	1.00	147,265
Overtime	0	Executive Marketing		
Add Pays	6,000	Coordinator	1.00	63,113
Fringe Benefits	147,254	Admin Support Clerk	0.45	19,130
<b>TOTAL</b>	<b>382,762</b>	<b>Total Personnel</b>	<b>2.45</b>	<b>229,508</b>
<b>OPERATING EXPENSES</b>		<b>Overtime</b>		<b>0</b>
Supplies	4,550			
Internal Services	23,959	Car Allowance		6,000
Other Services				
Professional Fees	17,052	<b>Total Add Pays</b>		<b>6,000</b>
Maintenance Fees	4,100			
Other Contracted Fees	14,800			
<b>TOTAL</b>	<b>64,461</b>	FICA		18,399
		Healthcare Benefits - Active		22,720
		Healthcare Benefits - Retirees		0
		Pension		106,135
<b>CAPITAL OUTLAY</b>	<b>2,500</b>	<b>Total Fringe Benefits</b>		<b>147,254</b>
<b>TOTAL</b>	<b>2,500</b>			
<b>TOTAL APPROPRIATION</b>	<b>449,723</b>	<b>TOTAL</b>	<b>2.45</b>	<b>382,762</b>



**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-1711 SGTV**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	50,027	SGTV Program Coord.	1.00	50,027
Overtime	0			
Fringe Benefits	59,060	<b>Total Personnel</b>	<u>1.00</u>	<u>50,027</u>
<b>TOTAL</b>	<u><b>109,087</b></u>	<b>Overtime</b>		<u>0</u>
<b>OPERATING EXPENSES</b>				
Supplies	350	FICA		3,827
Internal Services	5,254	Healthcare Benefits - Active		18,767
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	1,000	Pension		36,466
Maintenance Fees	350	<b>Total Fringe Benefits</b>		<u>59,060</u>
Other Contracted Fees	100			
<b>TOTAL</b>	<u><b>7,054</b></u>	<b>TOTAL</b>	<u><b>1.00</b></u>	<u><b>109,087</b></u>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<u><b>0</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>116,141</b></u></u>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-1725 Human Resources**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	334,419	Assistant City Manager/ Human Resources Director	1.00	124,485
Overtime	0	Human Resources Generalist	1.00	73,988
Fringe Benefits	266,683	Human Resources Specialist	0.40	25,783
<b>TOTAL</b>	<b>601,102</b>	HR Benefit Analyst	1.00	60,119
		Employment Recruiter	1.00	50,044
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>	<b>4.40</b>	<b>334,419</b>
Supplies	4,800	<b>Overtime</b>		<b>0</b>
Internal Services	31,596	FICA		25,583
Other Services		Healthcare Benefits - Active		69,221
Professional Fees	104,688	Healthcare Benefits - Retirees		0
Maintenance Fees	9,000	Pension		171,879
Other Contracted Fees	11,660	<b>Total Fringe Benefits</b>		<b>266,683</b>
<b>TOTAL</b>	<b>161,744</b>	<b>TOTAL</b>	<b>4.40</b>	<b>601,102</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>762,846</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

101-1730 City Clerk

Allocation Plan		Position Control	
		JOB CLASSIFICATION	2021/ 2022 BUDGET ALLOCATION
<b>PERSONNEL SERVICES</b>			
Salaries	155,654	City Clerk	0.65 69,029
Overtime	0	Deputy City Clerk	0.50 32,522
Fringe Benefits	118,606	Office Assistant III	0.90 37,642
		Skilled Clerical I (PT)	1.25 16,462
<b>TOTAL</b>	<b>274,260</b>	<b>Total Personnel</b>	<b>3.30 155,654</b>
<b>OPERATING EXPENSES</b>			
		<b>Overtime</b>	<b>0</b>
Supplies	2,500		
Internal Services	38,789		
Other Services		FICA	12,022
Professional Fees	12,387	Healthcare Benefits - Active	28,016
Maintenance Fees	8,950	Healthcare Benefits - Retirees	0
Other Contracted Fees	10,333	Pension	78,568
<b>TOTAL</b>	<b>72,959</b>	<b>Total Fringe Benefits</b>	<b>118,606</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>TOTAL</b>	<b>3.30 274,260</b>
<b>TOTAL</b>	<b>0</b>		
<b>TOTAL APPROPRIATION</b>	<b>347,219</b>		

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-1731 Elections**

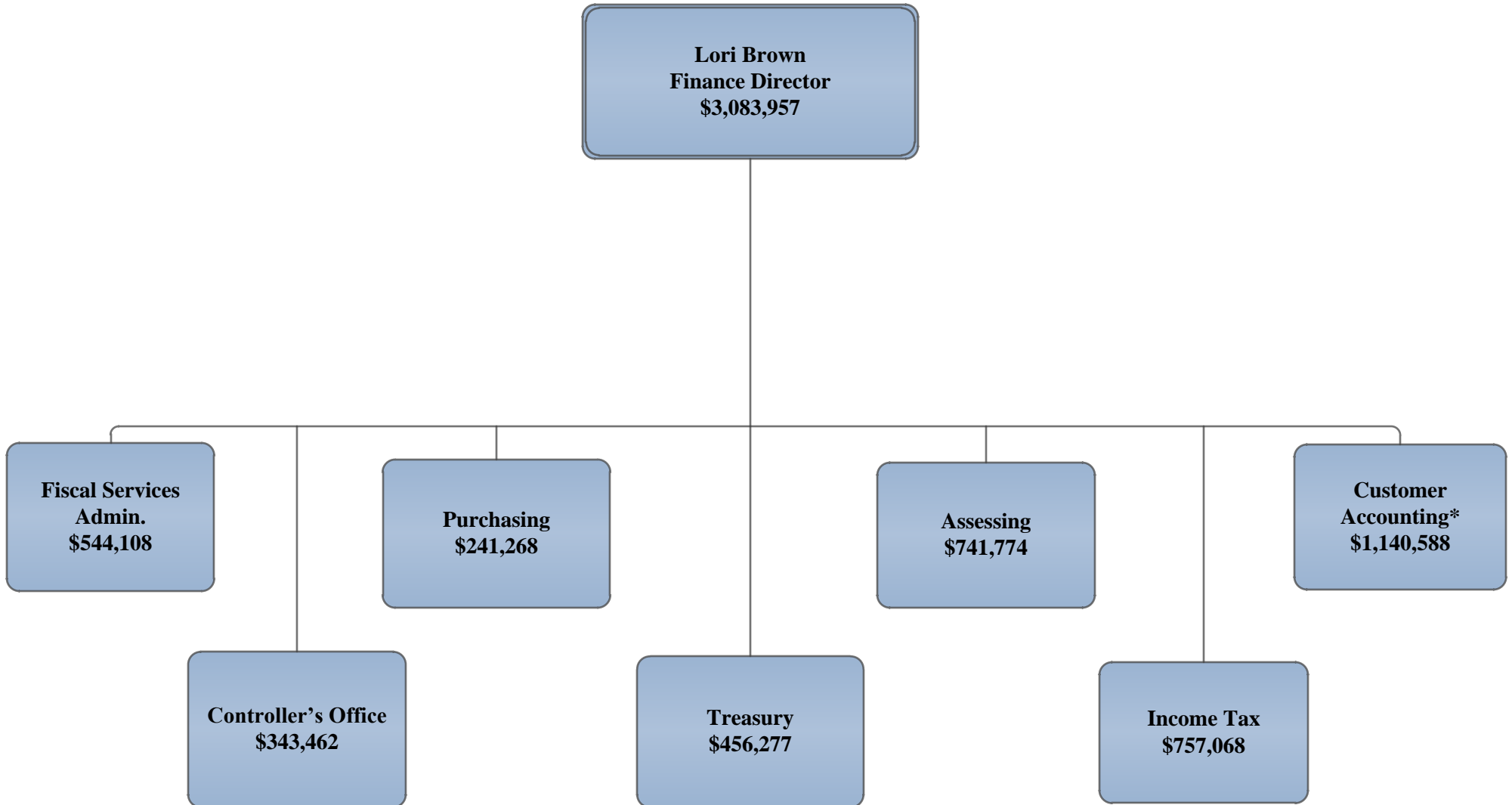
<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	92,713	City Clerk	0.15	15,930
Overtime	0	Deputy City Clerk	0.25	16,261
Fringe Benefits	86,378	Office Assistant III	1.10	46,006
		Skilled Clerical I (PT)	0.75	10,292
		Election Asst (Temp)	3.00	4,224
<b>TOTAL</b>	<b>179,091</b>	<b>Total Personnel</b>	<b>5.25</b>	<b>92,713</b>
<b>OPERATING EXPENSES</b>				
Supplies	1,200	<b>Overtime</b>		<b>0</b>
Internal Services	24,193			
Other Services		FICA		7,169
Professional Fees	17,339	Healthcare Benefits - Active		24,094
Maintenance Fees	23,900	Healthcare Benefits - Retirees		0
Other Contracted Fees	5,380	Pension		55,115
<b>TOTAL</b>	<b>72,012</b>	<b>Total Fringe Benefits</b>		<b>86,378</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>5.25</b>	<b>179,091</b>
<b>TOTAL APPROPRIATION</b>	<b>251,103</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-1735 Office of Management and Budget (OMB)**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	237,452	Director of OMB	1.00	109,118
Overtime	0	Budget Analyst II	1.00	66,230
Fringe Benefits	180,764	Budget Analyst I	1.00	55,420
		Economic Dev. Coord.	0.05	2,433
		Admin. Support Clerk	0.10	4,251
<b>TOTAL</b>	<b>418,216</b>	<b>Total Personnel</b>	<b>3.15</b>	<b>237,452</b>
<b>OPERATING EXPENSES</b>				
Supplies	2,825	<b>Overtime</b>		<b>0</b>
Internal Services	30,475			
Other Services				
Professional Fees	26,267	FICA		18,165
Maintenance Fees	4,800	Healthcare Benefits - Active		39,746
Other Contracted Fees	6,707	Healthcare Benefits - Retirees		0
		Pension		122,853
<b>TOTAL</b>	<b>71,074</b>	<b>Total Fringe Benefits</b>		<b>180,764</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>3.15</b>	<b>418,216</b>
<b>TOTAL APPROPRIATION</b>	<b>489,290</b>			

**CITY OF SAGINAW  
DEPARTMENT OF FISCAL SERVICES**



*\*Customer Accounting is budgeted in the Water and Sewer Operation and Maintenance Funds.*



## DEPARTMENT OF FISCAL SERVICES

### EXPENDITURE BUDGET SUMMARY

The Department of Fiscal Services budget will be \$3,083,957 for FY 2022. This is an increase of \$55,596 from the FY 2021 approved budgeted levels. *Operating Expenses* decreases by \$15,229. Most of this reduction is due to decreased information management charges. *Personnel Services* are expected to increase by \$70,825 from the FY 2021 approved budget due to increasing benefit and pension liabilities. No *Capital Outlay* purchases will be budgeted in the Department of Fiscal Services for FY 2022.

### FUNDING LEVEL SUMMARY

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
1740 Administration	475,621	468,530	418,469	469,890	467,990	338,570	544,108
1741 City Controller	326,856	316,747	321,528	336,385	336,385	263,409	343,462
1742 Purchasing	221,519	210,318	213,816	237,495	237,495	173,044	241,268
1743 Treasury	403,035	358,935	382,428	424,588	424,588	295,077	456,277
1744 Assessor	628,605	643,709	679,047	785,017	785,017	512,843	741,774
1745 Income Tax	727,977	699,738	697,233	774,986	776,886	572,250	757,068
<b>Total Expenditures</b>	<b>2,783,613</b>	<b>2,697,977</b>	<b>2,712,521</b>	<b>3,028,361</b>	<b>3,028,361</b>	<b>2,155,193</b>	<b>3,083,957</b>

### FUNDING LEVEL BY CATEGORY

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Personnel Services	2,059,603	2,008,431	2,020,903	2,240,434	2,240,434	1,593,972	2,311,259
Operating Expenses	695,022	667,602	690,165	787,927	786,027	558,282	772,698
Capital Outlay	28,988	21,944	1,453	0	1,900	2,939	0
<b>Total Expenditures</b>	<b>2,783,613</b>	<b>2,697,977</b>	<b>2,712,521</b>	<b>3,028,361</b>	<b>3,028,361</b>	<b>2,155,193</b>	<b>3,083,957</b>

### SUMMARY OF POSITIONS

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Administration	3.75	3.60	3.50	3.50	3.50	3.50	3.50
Purchasing Office	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Treasury Office	3.25	2.83	2.83	2.83	2.83	2.83	2.83
Office of the Assessor	6.00	6.20	6.20	6.20	6.20	6.20	6.20
Income Tax Office	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Customer Accounting	7.25	8.47	9.47	9.47	9.47	9.47	9.47
<b>Total Positions</b>	<b>28.25</b>	<b>29.10</b>	<b>30.00</b>	<b>30.00</b>	<b>30.00</b>	<b>30.00</b>	<b>30.00</b>

The total personnel complement for the Department of Fiscal Services will be 30.00 FTE for FY 2022. This is the same as the previous fiscal year's complement.

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How To Use the Budget Document” for better clarification of the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-1740 Fiscal Services Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	211,787	Finance Director	0.50	53,599
Add Pay	250	Payroll Specialist	1.00	51,790
Fringe Benefits	270,174	Acct Payable Coordinator	1.00	47,589
		Collection/Revenue Coord	1.00	58,809
<b>TOTAL</b>	<b>482,211</b>			
		<b>Total Personnel</b>	<b>3.50</b>	<b>211,787</b>
<b>OPERATING EXPENSES</b>				
Supplies	2,000	<b>Education Pay</b>		<b>250</b>
Internal Services	27,638			
Other Services				
Professional Fees	2,500	FICA		16,183
Maintenance Fees	8,620	Healthcare Benefits - Active		69,398
Other Contracted Fees	21,139	Healthcare Benefits - Retirees		0
		Pension		184,593
<b>TOTAL</b>	<b>61,897</b>			
		<b>Total Fringe Benefits</b>		<b>270,174</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
		<b>TOTAL</b>	<b>3.50</b>	<b>482,211</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>544,108</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-1742 Purchasing**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	105,699	Purchasing Officer	1.00	60,206
Overtime	0	Purchasing Assistant	1.00	45,493
Fringe Benefits	112,057			
		<b>Total Personnel</b>	2.00	105,699
<b>TOTAL</b>	<b>217,756</b>			
<b>OPERATING EXPENSES</b>				
		<b>Overtime</b>		0
Supplies	1,450	FICA		8,086
Internal Services	14,412	Healthcare Benefits - Active		30,475
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	2,500	Pension		73,496
Maintenance Fees	2,000			
Other Contracted Fees	3,150	<b>Total Fringe Benefits</b>		112,057
<b>TOTAL</b>	<b>23,512</b>			
		<b>TOTAL</b>	<b>2.00</b>	<b>217,756</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>241,268</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-1743 Treasury**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	162,284			
Overtime	0	Treasurer	1.00	81,677
Fringe Benefits	215,174	Treasury Specialist	1.00	53,230
		Treasury Coordinator	0.25	8,905
<b>TOTAL</b>	<b>377,458</b>	Treasury Clerk	0.50	16,995
		Office Assistant II	0.08	1,477
			<b>2.83</b>	<b>162,284</b>
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>		
Supplies	7,000			
Internal Services	23,668	<b>Overtime</b>		0
Other Services				
Professional Fees	2,961	FICA		12,415
Maintenance Fees	30,962	Healthcare Benefits - Active		55,509
Other Contracted Fees	14,228	Healthcare Benefits - Retirees		0
<b>TOTAL</b>	<b>78,819</b>	Pension		147,250
				<b>215,174</b>
<b>CAPITAL OUTLAY</b>		<b>Total Fringe Benefits</b>		
	0			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>2.83</b>	<b>377,458</b>
<b>TOTAL APPROPRIATION</b>				
	<b>456,277</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

101-1744 Assessor

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	298,757	Finance Director	0.50	53,099
Add Pay	250	Assessor Administrator	1.00	66,004
Fringe Benefits	330,650	Property Appraiser III	2.00	90,691
		Property Appraiser II	1.00	38,251
		Assessing Technician	1.00	37,787
		Office Assistant II	0.70	12,925
<b>TOTAL</b>	<b>629,657</b>			
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>	6.20	298,757
Supplies	4,070			
Internal Services	60,700	<b>Education Pay</b>		250
Other Services				
Professional Fees	4,722	FICA		23,065
Maintenance Fees	25,870	Healthcare Benefits - Active		82,613
Other Contracted Fees	16,755	Healthcare Benefits - Retirees		0
		Pension		224,972
<b>TOTAL</b>	<b>112,117</b>	<b>Total Fringe Benefits</b>		330,650
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>6.20</b>	<b>629,657</b>
<b>TOTAL APPROPRIATION</b>	<b>741,774</b>			

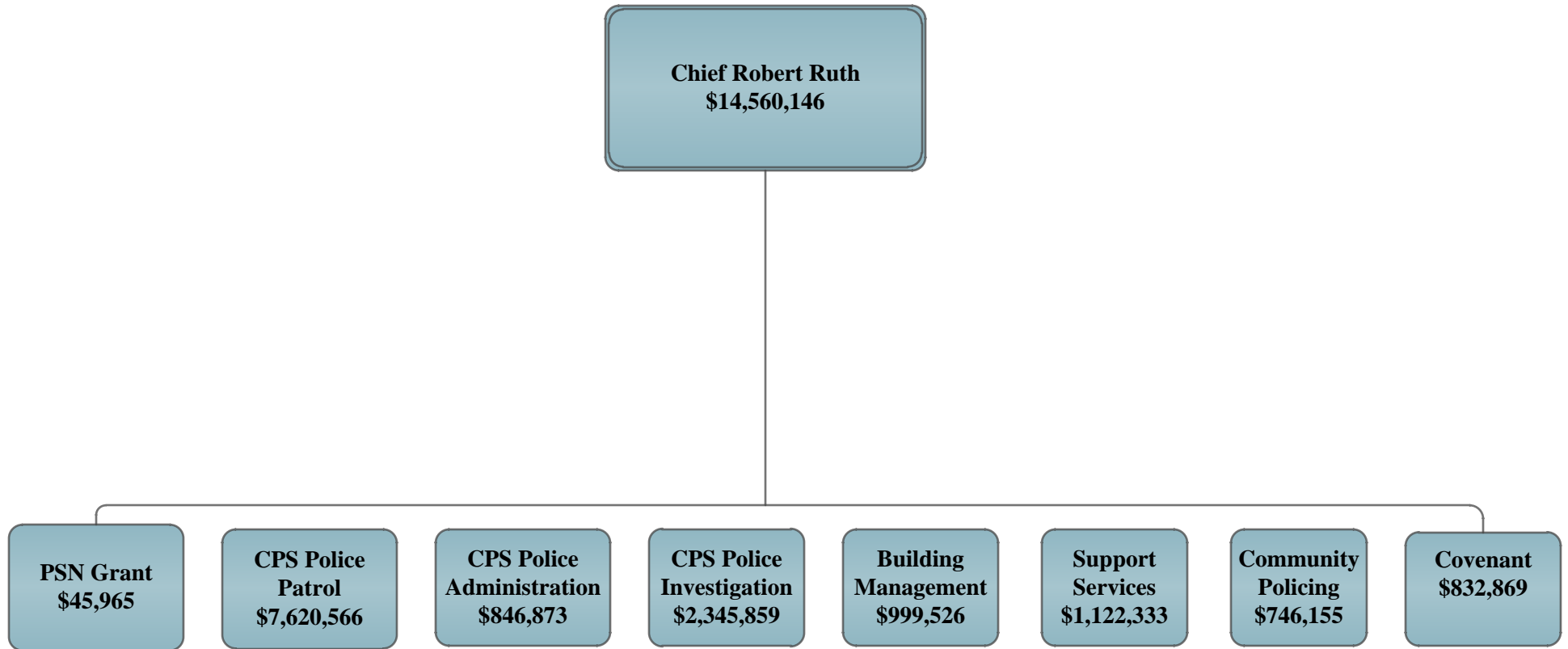
**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-1745 Income Tax**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASISIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	266,422	Income Tax Administrator	1.00	64,399
Overtime	0	Income Tax Auditor	4.00	161,879
Fringe Benefits	337,755	Office Assistant III	1.00	40,144
<b>TOTAL</b>	<b>604,177</b>	<b>Total Personnel</b>	<b>6.00</b>	<b>266,422</b>
<b>OPERATING EXPENSES</b>		<b>Overtime</b>		<b>0</b>
Supplies	43,010			
Internal Services	55,571	FICA		20,573
Other Services		Healthcare Benefits - Active		101,512
Professional Fees	3,050	Healthcare Benefits - Retirees		0
Maintenance Fees	48,760	Pension		215,670
Other Contracted Fees	2,500	<b>Total Fringe Benefits</b>		<b>337,755</b>
<b>TOTAL</b>	<b>152,891</b>	<b>TOTAL</b>	<b>6.00</b>	<b>604,177</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>757,068</b>			



**CITY OF SAGINAW  
COMMUNITY PUBLIC SAFETY (CPS) - POLICE**



## ***COMMUNITY PUBLIC SAFETY - POLICE***

### **EXPENDITURE BUDGET SUMMARY**

The total Community Public Safety (CPS) - Police expenditures are \$14,560,146 for FY 2021/2022. This represents an overall increase of \$771,657 from the 2021 budgeted levels. The largest increase is realized in *Personnel Services* in the amount of \$547,128, or 4.41%. This increase is due to \$566,928 increase to the pension obligation. Newer officers making up the personnel complement will offset this increased cost of providing services. In addition, this budget includes funding for billable overtime for the Birch Park Overtime detail and the PSN Grant allocation for billable overtime. (*The personnel complement changes are listed in detail under Summary of Positions.*) *Operating Expenses* are expected to increase \$7,141, or .56% from 2021 budgeted levels. *Capital Outlay* purchases are budgeted at \$270,465 for FY 2022. Funding has been included for the purchase of Vehicles through the Rutledge Trust Fund. In the category of *Miscellaneous Expenditures*, in FY 2022, the budget will increase \$16,765. The budget will be \$70,025. This is to recognize the continued principal and interest payments for previous fiscal year's installment contracts.

### **FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
3510 PSN Grant	0	0	26,033	45,308	45,308	26,293	45,965
3511 CPS - Police Patrol	5,554,102	6,355,090	6,309,888	7,478,944	7,501,296	6,051,525	7,620,566
3512 CPS - Police Administration	705,751	768,970	708,846	795,334	805,633	621,082	846,873
3513 CPS - Police Investigation	1,794,014	1,917,438	2,432,613	2,281,107	2,273,794	1,652,460	2,345,859
3514 Building Management	712,837	1,634,412	991,837	769,097	1,219,552	608,646	999,526
3515 Support Services	1,057,759	1,021,782	1,063,218	1,117,474	1,124,174	749,157	1,122,333
3516 Community Policing	515,335	549,165	540,892	659,858	663,136	519,779	746,155
3517 Covenant	45,995	284,290	556,859	641,367	645,393	463,081	832,869
<b>Total Expenditures</b>	<b>10,385,793</b>	<b>12,531,147</b>	<b>12,630,186</b>	<b>13,788,489</b>	<b>14,278,286</b>	<b>10,692,023</b>	<b>14,560,146</b>

### **FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	9,089,647	10,301,820	10,972,947	12,398,843	12,385,800	9,555,869	12,945,971
Operating Expenses	1,263,947	1,246,806	1,250,583	1,266,544	1,302,001	968,967	1,273,685
Capital Outlay	32,199	982,521	337,342	69,842	520,399	113,927	270,465
Miscellaneous	0	0	69,314	53,260	70,086	53,260	70,025
<b>Total Expenditures</b>	<b>10,385,793</b>	<b>12,531,147</b>	<b>12,630,186</b>	<b>13,788,489</b>	<b>14,278,286</b>	<b>10,692,023</b>	<b>14,560,146</b>

**SUMMARY OF POSITIONS**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
CPS - Police Patrol	32.00	32.00	31.00	32.00	32.00	32.00	31.00
CPS - Police Administration	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CPS - Police Investigation	10.00	10.00	12.00	12.00	12.00	12.00	12.00
Building & Property Mgmt	0.40	0.40	0.40	0.40	0.40	0.40	0.55
Support Services	18.00	18.00	18.00	18.00	18.00	18.00	18.00
Community Policing	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Covenant	2.00	2.00	4.00	4.00	4.00	4.00	5.00
<b>Total General Fund Positions</b>	<b>69.40</b>	<b>69.40</b>	<b>72.40</b>	<b>73.40</b>	<b>73.40</b>	<b>73.40</b>	<b>73.55</b>
CPS - Police Patrol	21.00	21.00	20.00	20.00	20.00	20.00	20.00
<b>Total Public Safety Fund Positions</b>	<b>21.00</b>	<b>21.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>
Community Policing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Saginaw County TAPS	2.00	2.00	2.00	2.00	2.00	2.00	0.00
Police ELERV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Grant Positions</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>
<b>Total Positions</b>	<b>92.40</b>	<b>92.40</b>	<b>94.40</b>	<b>95.40</b>	<b>95.40</b>	<b>95.40</b>	<b>93.55</b>

The personnel complement for Community Public Safety – Police will be 93.55 FTE for FY 2022. This is a net 1.85 position reduction from the approved 2021 budget. This reduction is attributable to a reduction in two police officer positions in the Saginaw Treatment and Prevention Grant funding. There is a slight increase in the Building & Property Management division as there was an addition of .05 of a Labor Foreman – Grounds and .10 increase of the Labor Foreman – Facilities positions.

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How To Use the Budget Document” for better clarification of the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-3511 CPS - Police Patrol**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	1,117,218	Police Lieutenant	1.00	82,736
Overtime	181,004	Police Sergeant	8.00	594,252
Add Pays	15,606	Police Officer	8.00	375,551
Fringe Benefits	6,162,453	School Crossing Guard	14.00	64,680
<b>TOTAL</b>	<b>7,476,281</b>	<b>Total Personnel</b>	<b>31.00</b>	<b>1,117,218</b>
<b>OPERATING EXPENSES</b>				
		Overtime		92,254
		Billable Overtime		88,750
Supplies	0	<b>Total Overtime</b>		<b>181,004</b>
Internal Services	144,285			
Other Services		Education Bonus		9,750
Professional Fees	0	Food/Clothing Allowance		756
Maintenance Fees	0	Equipment Allowance		5,100
Other Contracted Fees	0	<b>Total Add Pays</b>		<b>15,606</b>
<b>TOTAL</b>	<b>144,285</b>			
<b>CAPITAL OUTLAY</b>				
	0	FICA		23,074
<b>TOTAL</b>	<b>0</b>	Healthcare Benefits - Active		370,285
		Healthcare Benefits - Retirees		2,606,674
		Pension - Sworn		3,162,420
<b>TOTAL APPROPRIATION</b>	<b>7,620,566</b>	<b>Total Fringe Benefits</b>		<b>6,162,453</b>
		<b>TOTAL</b>	<b>31.00</b>	<b>7,476,281</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-3512 CPS - Police Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	251,159	Police Chief	1.00	120,081
Overtime	15,000	Police Lieutenant	1.00	83,974
Add Pays	2,850	Administrative Professional	1.00	47,104
Fringe Benefits	319,431			
		<b>Total Personnel</b>	<u>3.00</u>	<u>251,159</u>
<b>TOTAL</b>	<u><b>588,440</b></u>			
		<b>Overtime</b>		<u>15,000</u>
<b>OPERATING EXPENSES</b>				
Supplies	1,987	Education Bonus		1,500
Internal Services	20,585	Clothing Allowance		750
Other Services		Equipment Allowance		600
Professional Fees	191,601			
Maintenance Fees	0	<b>Total Add Pays</b>		<u>2,850</u>
Other Contracted Fees	44,260			
<b>TOTAL</b>	<u><b>258,433</b></u>	FICA		6,813
		Healthcare Benefits - Active		72,731
		Healthcare Benefits - Retirees		0
<b>CAPITAL OUTLAY</b>	0	Pension - Civilian		36,173
		Pension - Sworn		203,714
<b>TOTAL</b>	<u><b>0</b></u>	<b>Total Fringe Benefits</b>		<u>319,431</u>
<b>TOTAL APPROPRIATION</b>	<u><u><b>846,873</b></u></u>	<b>TOTAL</b>	<u><u><b>3.00</b></u></u>	<u><u><b>588,440</b></u></u>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-3513 CPS - Police Investigation**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	742,438	Police Sergeant	2.00	148,976
Overtime	121,000	Police Officers	10.00	593,462
Add Pays	67,068			
Fringe Benefits	1,306,465	<b>Total Personnel</b>	12.00	742,438
<b>TOTAL</b>	<b>2,236,971</b>			
		Overtime		100,000
		Billable Overtime		21,000
<b>OPERATING EXPENSES</b>				121,000
		<b>Overtime</b>		
Supplies	5,050			
Internal Services	52,738			
Other Services		Standby Pay		47,000
Professional Fees	50,700	Food/Clothing Allowance		8,668
Maintenance Fees	400	Education Bonus		6,000
Other Contracted Fees	0	Equipment Allowance		5,400
<b>TOTAL</b>	<b>108,888</b>	<b>Total Add Pays</b>		67,068
		FICA		12,848
<b>CAPITAL OUTLAY</b>	0	Healthcare Benefits - Active		250,289
		Healthcare Benefits - Retirees		0
<b>TOTAL</b>	<b>0</b>	Pension - Sworn		1,043,328
		<b>Total Fringe Benefits</b>		1,306,465
<b>TOTAL APPROPRIATION</b>	<b>2,345,859</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-3514 Building Maintenance**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	26,311	Facilities Administrator	0.05	1,850
Overtime	1,500	Labor Foreman, Facilities	0.15	8,406
Add Pays	10	Labor Foreman, Grounds	0.05	1,313
Fringe Benefits	36,578	Maintenance Person III	0.10	4,903
		Maintenance Person II	0.15	7,416
<b>TOTAL</b>	<b>64,399</b>	Parks Mechanic/Mtce Person II	0.05	2,424
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>	<b>0.55</b>	<b>26,311</b>
Supplies	149,247	<b>Overtime</b>		<b>1,500</b>
Internal Services	695	Education Bonus		10
Other Services		<b>Total Add Pays</b>		<b>10</b>
Professional Fees	67,400			
Maintenance Fees	377,295	FICA		2,129
Other Contracted Fees	0	Healthcare Benefits - Active		12,233
<b>TOTAL</b>	<b>594,637</b>	Healthcare Benefits - Retirees		0
<b>CAPITAL OUTLAY</b>	<b>270,465</b>	Pension - Civilian		22,216
		<b>Total Fringe Benefits</b>		<b>36,578</b>
<b>MISCELLANEOUS</b>	<b>70,025</b>	<b>TOTAL</b>	<b>0.55</b>	<b>64,399</b>
<b>TOTAL</b>	<b>70,025</b>			
<b>TOTAL APPROPRIATION</b>	<b>999,526</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-3515 Support Services**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	491,269	Support Services Admin.	1.00	68,064
Overtime	10,000	Property and Impound Specialist	1.00	47,023
Fringe Benefits	478,382	Support Services Specialist	1.00	51,848
<b>TOTAL</b>	<b>979,651</b>	Property & Evidence Specialist	1.00	45,223
		TAC/LEIN Operator	1.00	43,574
<b>OPERATING EXPENSES</b>		Office Assistant II	3.00	92,891
Supplies	0	Clerical I (PT) SEIU	1.00	24,128
Internal Services	89,259	Skilled Clerical I (PT)	5.00	51,688
Other Services		Basic Clerical (PT)	2.00	34,216
Professional Fees	11,400	Basic Labor (PT)	2.00	32,614
Maintenance Fees	42,023	<b>Total Personnel</b>	<b>18.00</b>	<b>491,269</b>
Other Contracted Fees	0			
<b>TOTAL</b>	<b>142,682</b>	<b>Overtime</b>		<b>10,000</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>	FICA		37,234
		Healthcare Benefits - Active		130,147
		Healthcare Benefits - Retirees		0
		Pension - Civilian		311,001
<b>TOTAL APPROPRIATION</b>	<b>1,122,333</b>	<b>Total Fringe Benefits</b>		<b>478,382</b>
		<b>TOTAL</b>	<b>18.00</b>	<b>979,651</b>



**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-3516 Community Policing**

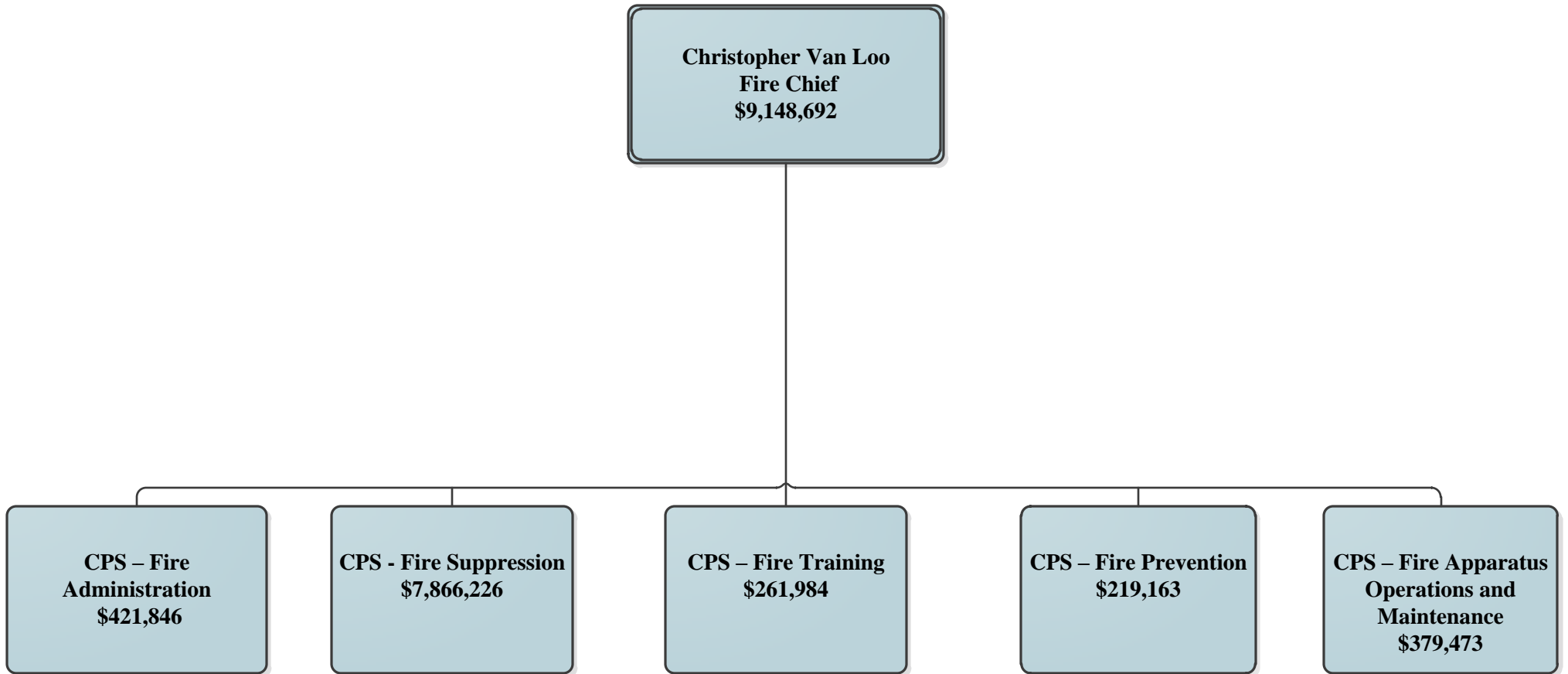
<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	246,207	Police Officer	4.00	246,207
Overtime	40,000			
Add Pays	4,400	<b>Total Personnel</b>	<u>4.00</u>	<u>246,207</u>
Fringe Benefits	441,668			
<b>TOTAL</b>	<u><b>732,275</b></u>	<b>Overtime</b>		<u>40,000</u>
<b>OPERATING EXPENSES</b>				
		Education Bonus		2,000
		Equipment Allowance		2,400
Supplies	0	<b>Total Add Pays</b>		<u>4,400</u>
Internal Services	10,880			
Other Services		FICA		4,214
Professional Fees	0	Healthcare Benefits - Active		81,211
Maintenance Fees	3,000	Healthcare Benefits - Retirees		0
Other Contracted Fees	0	Pension - Sworn		356,243
<b>TOTAL</b>	<u><b>13,880</b></u>	<b>Total Fringe Benefits</b>		<u>441,668</u>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<u><b>0</b></u>	<b>TOTAL</b>	<u><b>4.00</b></u>	<u><b>732,275</b></u>
<b>TOTAL APPROPRIATION</b>	<u><u><b>746,155</b></u></u>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-3517 Covenant**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	290,692	Police Officer	5.00	290,692
Overtime	5,000			
Add Pays	5,450	<b>Total Personnel</b>	5.00	290,692
Fringe Benefits	520,847			
<b>TOTAL</b>	<b>821,989</b>	<b>Overtime</b>		5,000
<b>OPERATING EXPENSES</b>				
		Education Bonus		2,750
		Equipment Allowance		2,700
Supplies	0	<b>Total Add Pays</b>		5,450
Internal Services	10,880			
Other Services		FICA		4,403
Professional Fees	0	Healthcare Benefits - Active		75,203
Maintenance Fees	0	Healthcare Benefits - Retirees		0
Other Contracted Fees	0	Pension - Sworn		441,241
<b>TOTAL</b>	<b>10,880</b>	<b>Total Fringe Benefits</b>		520,847
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>5.00</b>	<b>821,989</b>
<b>TOTAL APPROPRIATION</b>	<b>832,869</b>			

**CITY OF SAGINAW  
COMMUNITY PUBLIC SAFETY (CPS) - FIRE**



## ***COMMUNITY PUBLIC SAFETY - FIRE***

### **EXPENDITURE BUDGET SUMMARY**

The total Community Public Safety (CPS) - Fire expenditures are \$9,148,692 for the 2022 budget. This represents an increase of \$543,061, or 6.31% from the 2021 budgeted levels. The category of ***Personnel Services*** increases \$395,625 for FY 2022. This increase is related to a significant increase to the pension obligation by \$315,072 per the actuarial valuation. In addition, this department realizes slight increases due to contractual wage increases and healthcare benefit costs. As it relates to ***Operating Expenses***, CPS –Fire expenditures are expected to increase \$17,421 for FY 2022. This increase is attributable to increases to cleaning supplies, parts and supplies, insurance, information management charges utilities, dues, and general repairs for the various stations. ***Capital Outlay*** is budgeted at \$150,000 for FY 2022. This is for the repairs and renovation to the fire training facility and training tower. The city received a donation from the Rutledge Trust Fund that will be utilized for capital projects. ***Miscellaneous Expenditures*** are \$91,054 in FY 2022. The city continues to make payments on an installment contract for the purchase of two fire apparatus and the purchase of the Fire Chief’s vehicle.

### **FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
3550 Fire Administration	299,233	296,045	392,864	423,486	423,486	331,071	421,846
3551 CPS - Fire Suppression	6,918,887	7,151,715	7,310,623	7334,331	7,643,799	6,271,976	7,866,226
3552 CPS - Fire Training	285,304	124,135	246,904	250,353	261,853	189,140	261,984
3553 CPS - Fire Prevention	224,135	255,803	201,011	208,406	221,406	71,543	219,163
3554 CPS - Fire Apparatus Operations and Maintenance	721,607	360,747	347,609	389,055	389,055	187,946	379,473
<b>Total Expenditures</b>	<b>8,449,166</b>	<b>8,292,097</b>	<b>8,499,011</b>	<b>8,605,631</b>	<b>8,939,599</b>	<b>7,051,676</b>	<b>9,148,692</b>

### **FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	7,225,021	7,206,390	7,410,756	7,625,840	7,658,878	6,360,895	8,021,465
Operating Expenses	749,686	727,901	724,681	868,752	844,234	526,563	886,173
Capital Outlay	395,341	277,813	272,606	20,000	345,448	113,723	150,000
Miscellaneous	79,118	79,993	90,968	91,039	91,039	50,495	91,054
<b>Total Expenditures</b>	<b>8,449,166</b>	<b>8,292,097</b>	<b>8,499,011</b>	<b>8,605,631</b>	<b>8,939,599</b>	<b>7,051,676</b>	<b>9,148,692</b>

**SUMMARY OF POSITIONS**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Fire Administration	1.00	1.00	1.00	2.00	2.00	2.00	2.00
CPS - Fire Suppression	24.00	24.00	25.00	26.00	26.00	26.00	26.00
CPS - Fire Training	1.00	1.00	1.00	1.00	1.00	1.00	1.00
CPS - Fire Prevention	2.00	2.00	2.00	1.00	1.00	1.00	1.00
<b>Total General Fund Positions</b>	<b>28.00</b>	<b>28.00</b>	<b>29.00</b>	<b>30.00</b>	<b>30.00</b>	<b>30.00</b>	<b>30.00</b>
CPS - Fire Suppression	11.00	11.00	10.00	10.00	10.00	10.00	10.00
<b>Total Public Safety Fund Positions</b>	<b>11.00</b>	<b>11.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>
<b>Total Positions</b>	<b>39.00</b>	<b>39.00</b>	<b>39.00</b>	<b>40.00</b>	<b>40.00</b>	<b>40.00</b>	<b>40.00</b>

Community Public Safety – Fire’s personnel complement for FY 2022 is 40.00. This is the same as in the previous fiscal year.

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How To Use the Budget Document” for better clarification of the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-3550 CPS - Fire Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	141,914	Fire Chief	1.00	95,277
Overtime	0	Administrative Professional	1.00	46,637
Fringe Benefits	152,543			
		<b>Total Personnel</b>	<u>2.00</u>	<u>141,914</u>
<b>TOTAL</b>	<u><b>294,457</b></u>			
		<b>Overtime</b>		<u>0</u>
<b>OPERATING EXPENSES</b>				
Supplies	4,000	FICA		5,141
Internal Services	15,118	Healthcare Benefits - Active		26,242
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	103,642	Pension - Civilian		36,377
Maintenance Fees	500	Pension - Sworn		84,783
Other Contracted Fees	4,129			
		<b>Total Fringe Benefits</b>		<u>152,543</u>
<b>TOTAL</b>	<u><b>127,389</b></u>			
		<b>TOTAL</b>	<u><u><b>2.00</b></u></u>	<u><u><b>294,457</b></u></u>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<u><b>0</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>421,846</b></u></u>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-3551 CPS - Fire Suppression**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	1,812,717	Battalion Chief	3.00	261,139
Overtime	140,000	Fire Captain	3.00	237,652
Add Pays	38,350	Fire Lieutenant	6.00	438,208
Fringe Benefits	5,328,042	Fire Engineer	10.00	650,587
		Firefighter	4.00	225,132
<b>TOTAL</b>	<b>7,319,109</b>	<b>Total Personnel</b>	<b>26.00</b>	<b>1,812,717</b>
<b>OPERATING EXPENSES</b>				
		<b>Overtime</b>		140,000
Supplies	133,200			
Internal Services	121,337			
Other Services		Food Allowance		30,900
Professional Fees	31,080	Education Bonus		4,450
Maintenance Fees	110,500	Fire Inspections		3,000
Other Contracted Fees	1,000			
<b>TOTAL</b>	<b>397,117</b>	<b>Total Add Pays</b>		<b>38,350</b>
		FICA		29,342
<b>CAPITAL OUTLAY</b>	150,000	Healthcare Benefits - Active		657,328
		Healthcare Benefits - Retirees		2,041,219
<b>TOTAL</b>	<b>150,000</b>	Pension - Sworn		2,600,153
		<b>Total Fringe Benefits</b>		<b>5,328,042</b>
<b>TOTAL APPROPRIATION</b>	<b>7,866,226</b>	<b>TOTAL</b>	<b>26.00</b>	<b>7,319,109</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-3552 CPS - Fire Training**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	86,357	Fire Training &		
Overtime	15,000	Safety Officer	1.00	86,357
Add Pays	1,400			
Fringe Benefits	103,987	<b>Total Personnel</b>	<u>1.00</u>	<u>86,357</u>
<b>TOTAL</b>	<u><b>206,744</b></u>	<b>Overtime</b>		<u>15,000</u>
<b>OPERATING EXPENSES</b>				
Supplies	36,800	Education Bonus		200
Internal Services	4,430	Food/Clothing Allowance		1,200
Other Services		<b>Total Add Pays</b>		<u>1,400</u>
Professional Fees	0	FICA		1,502
Maintenance Fees	0	Healthcare Benefits - Active		27,075
Other Contracted Fees	14,010	Healthcare Benefits - Retirees		0
<b>TOTAL</b>	<u><b>55,240</b></u>	Pension - Sworn		75,410
<b>CAPITAL OUTLAY</b>	0	<b>Total Fringe Benefits</b>		<u>103,987</u>
<b>TOTAL</b>	<u><b>0</b></u>	<b>TOTAL</b>	<u><b>1.00</b></u>	<u><b>206,744</b></u>
<b>TOTAL APPROPRIATION</b>	<u><u><b>261,984</b></u></u>			

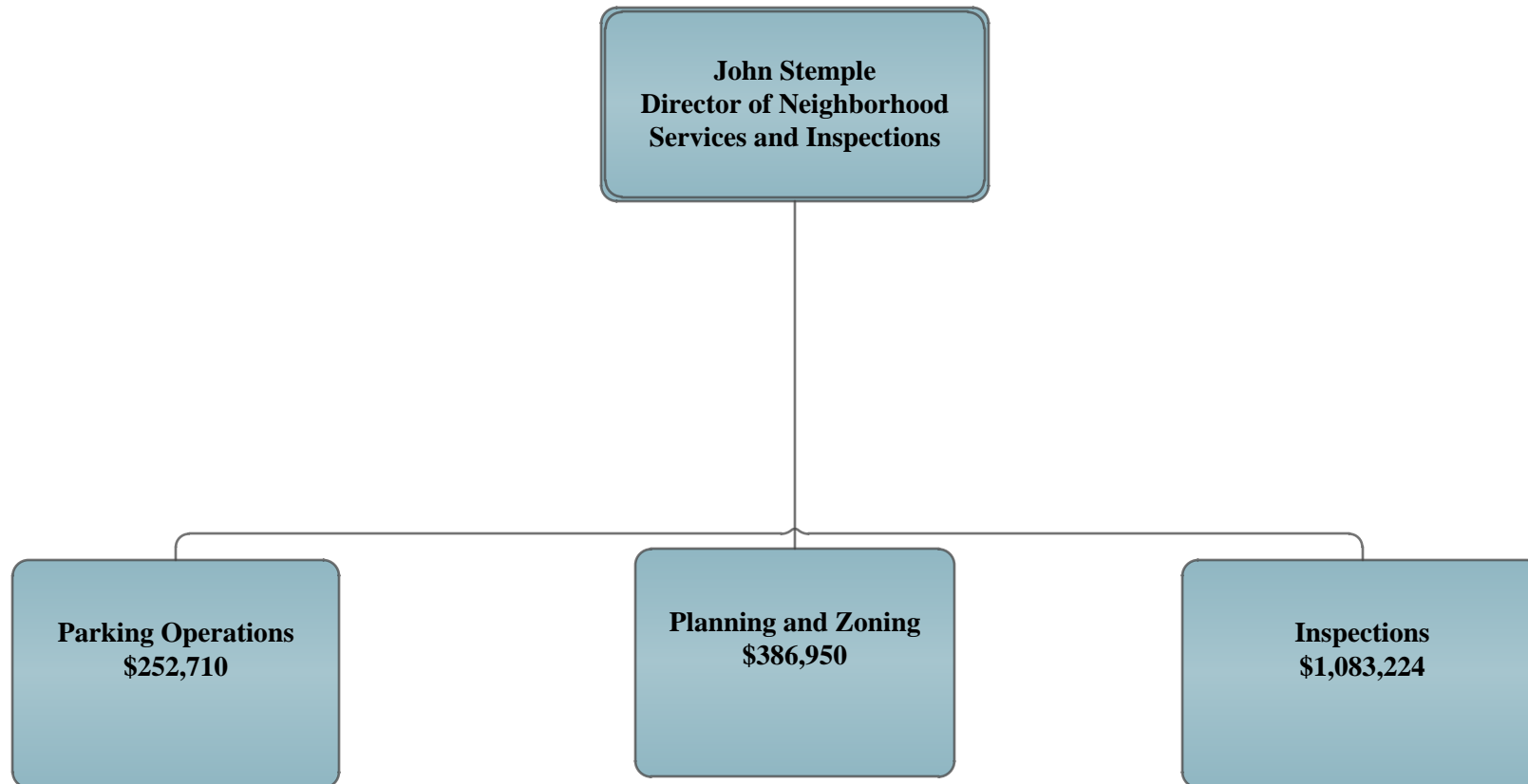


**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-3553 CPS - Fire Prevention**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	82,931	Fire Marshal	1.00	82,931
Overtime	4,500			
Add Pays	200	<b>Total Personnel</b>	1.00	82,931
Fringe Benefits	113,524			
<b>TOTAL</b>	<b>201,155</b>	<b>Overtime</b>		4,500
<b>OPERATING EXPENSES</b>				
		Education Bonus		200
Supplies	2,500	<b>Total Add Pays</b>		200
Internal Services	8,648			
Other Services		FICA		1,278
Professional Fees	1,720	Healthcare Benefits - Active		36,983
Maintenance Fees	0	Healthcare Benefits - Retirees		0
Other Contracted Fees	5,140	Pension - Sworn		75,263
<b>TOTAL</b>	<b>18,008</b>	<b>Total Fringe Benefits</b>		113,524
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>TOTAL</b>	<b>1.00</b>	<b>201,155</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>219,163</b>			

**CITY OF SAGINAW**  
**DEPARTMENT OF NEIGHBORHOOD SERVICES AND INSPECTIONS**



## NEIGHBORHOOD SERVICES AND INSPECTIONS

### EXPENDITURE BUDGET SUMMARY

The budget for the Department of Neighborhood Services and Inspections is \$1,722,884 for FY 2022, which is a decrease of \$18,633 from the 2021 approved budgeted levels. *Personnel Services* increase by \$16,156, due to contractually obligated salary increases and increases in unfunded liability and healthcare costs. *Operating Expenses* decrease by a net \$23,937 from FY 2021. This decrease is mostly due to a decrease in demolitions this year. *Capital Outlay* is \$0. *Miscellaneous Expenditures* are \$32,899 that consists of principal and interest payments on an installment contract entered into in FY 2019 for additional vehicles and lease payments for vehicles in the Inspections division.

### FUNDING LEVEL SUMMARY

	2017/18	2018/19	2019/20	2020/21	2020/21	2020/21	2021/22
	Actual	Actual	Actual	Approved	Adjusted	YTD	Proposed
3863 Planning and Zoning	250,716	264,110	318,303	385,583	445,783	284,845	386,950
3865 Inspections	931,715	1,122,705	1,046,134	1,103,318	1,099,718	791,649	1,083,224
3868 Parking Operations	302,451	274,259	215,313	252,616	255,616	180,753	252,710
<b>Total Expenditures</b>	<b>1,484,882</b>	<b>1,661,074</b>	<b>1,579,750</b>	<b>1,741,517</b>	<b>1,801,117</b>	<b>1,257,247</b>	<b>1,722,884</b>

### FUNDING LEVEL BY CATEGORY

	2017/18	2018/19	2019/20	2020/21	2020/21	2020/21	2021/22
	Actual	Actual	Actual	Approved	Adjusted	YTD	Proposed
Personnel Services	960,834	1,076,689	1,126,853	1,135,040	1,081,907	863,952	1,151,196
Operating Expenses	516,348	503,428	370,032	562,726	669,224	377,697	538,789
Capital Outlay	7,700	80,957	355	0	5,835	5,631	0
Miscellaneous	0	0	82,510	43,751	43,751	9,967	32,899
<b>Total Expenditures</b>	<b>1,484,882</b>	<b>1,661,074</b>	<b>1,579,750</b>	<b>1,741,517</b>	<b>1,801,117</b>	<b>1,257,247</b>	<b>1,722,884</b>

**SUMMARY OF POSITIONS**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Planning and Zoning	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Inspections	5.90	6.90	6.90	6.90	6.90	6.90	6.90
Parking Operations	2.00	2.00	2.00	2.00	2.00	2.00	2.00
<b>Total Positions</b>	<b>8.90</b>	<b>9.90</b>	<b>9.90</b>	<b>9.90</b>	<b>9.90</b>	<b>9.90</b>	<b>9.90</b>

The personnel complement for the Department of Neighborhood Services and Inspections for FY 2022 is 9.90 FTE. This is the same as the previous year.

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How to Use the Budget Document” for better clarification for the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-3863 Planning and Zoning**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	72,143	Urban Planner I	1.00	72,143
Overtime	0			
Fringe Benefits	62,929	<b>Total Personnel</b>	1.00	72,143
<b>TOTAL</b>	<b>135,072</b>	<b>Overtime</b>		0
<b>OPERATING EXPENSES</b>				
Supplies	1,000	FICA		5,519
Internal Services	6,601	Healthcare Benefits - Active		18,733
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	218,500	Pension		38,677
Maintenance Fees	21,575	<b>Total Fringe Benefits</b>		62,929
Other Contracted Fees	4,202			
<b>TOTAL</b>	<b>251,878</b>	<b>TOTAL</b>	<b>1.00</b>	<b>135,072</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>386,950</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-3865 Inspections**

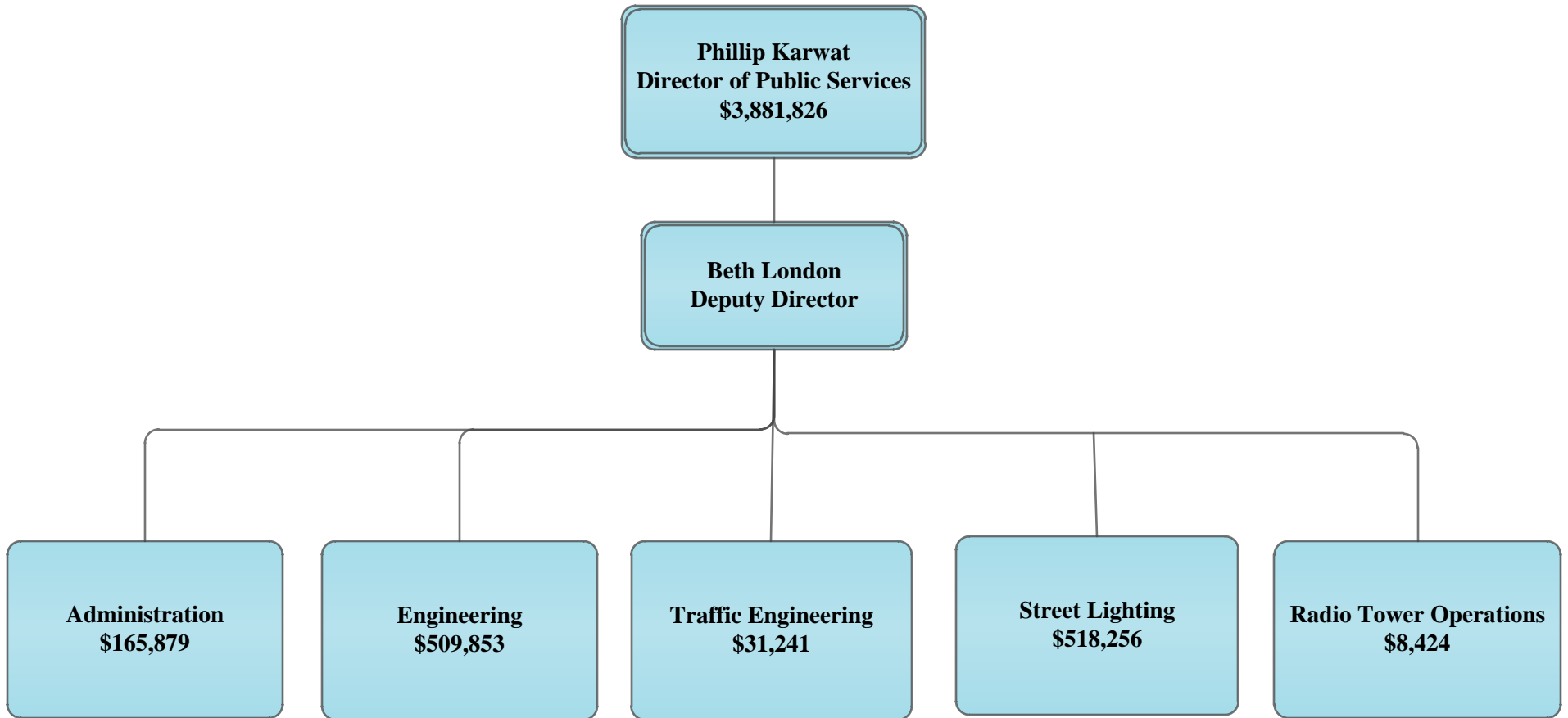
<b>Allocation Plan</b>		<b>Position Control</b>	
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries	402,146	Director Of Neighborhood	
Overtime	0	Services and Inspections	1.00 100,589
Fringe Benefits	438,346	Chief Inspector	0.90 78,221
		Electrical Inspector	1.00 55,106
<b>TOTAL</b>	<b>840,492</b>	Code Enforce. Inspectors	3.00 125,866
		Office Assistant III	1.00 42,364
		<b>Total Personnel</b>	<b>6.90 402,146</b>
<b>OPERATING EXPENSES</b>			
		<b>Overtime</b>	<b>0</b>
Supplies	10,000	FICA	30,956
Internal Services	41,638	Healthcare Benefits - Active	109,094
Other Services		Healthcare Benefits - Retirees	0
Professional Fees	2,800	Pension	298,296
Maintenance Fees	147,512		
Other Contracted Fees	7,882	<b>Total Fringe Benefits</b>	<b>438,346</b>
<b>TOTAL</b>	<b>209,832</b>	<b>TOTAL</b>	<b>6.90 840,492</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>		
<b>TOTAL</b>	<b>0</b>		
<b>MISCELLANEOUS</b>	<b>32,900</b>		
<b>TOTAL</b>	<b>32,900</b>		
<b>TOTAL APPROPRIATION</b>	<b>1,083,224</b>		

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-3868 Parking Operations**

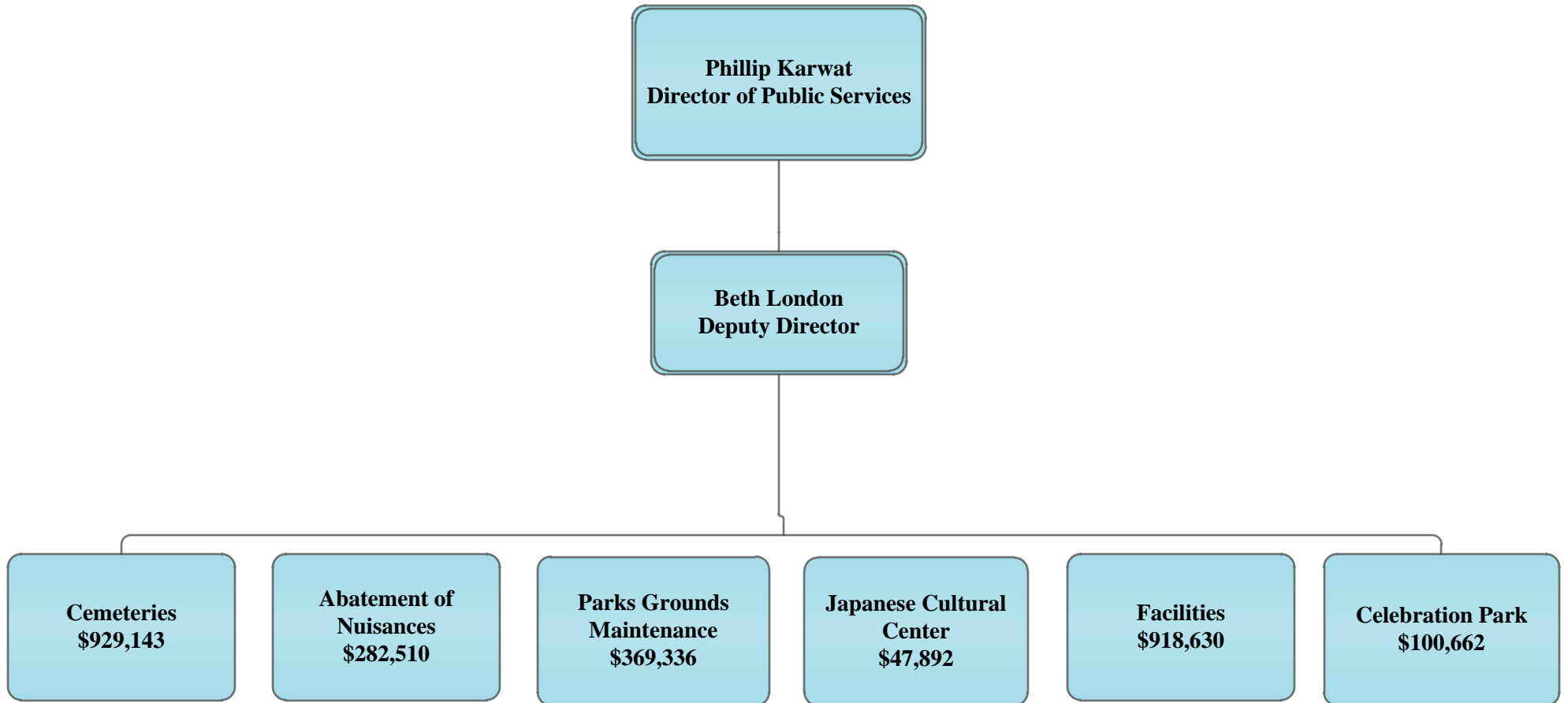
<b>Allocation Plan</b>		<b>Position Control</b>	
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries	68,350	Parking Enforcement	
Overtime	0	Officer	2.00 68,350
Fringe Benefits	107,281		
<b>TOTAL</b>	<b>175,631</b>	<b>Total Personnel</b>	<b>2.00 68,350</b>
		<b>Overtime</b>	<b>0</b>
<b>OPERATING EXPENSES</b>			
Supplies	4,400	FICA	5,420
Internal Services	4,850	Healthcare Benefits - Active	31,850
Other Services		Healthcare Benefits - Retirees	0
Professional Fees	36,000	Pension	70,011
Maintenance Fees	15,184		
Other Contracted Fees	16,645	<b>Total Fringe Benefits</b>	<b>107,281</b>
<b>TOTAL</b>	<b>77,079</b>	<b>TOTAL</b>	<b>2.00 175,631</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>		
<b>TOTAL</b>	<b>0</b>		
<b>TOTAL APPROPRIATION</b>	<b>252,710</b>		

**CITY OF SAGINAW**  
**DEPARTMENT OF PUBLIC SERVICES – GENERAL FUND**





**CITY OF SAGINAW**  
**DEPARTMENT OF PUBLIC SERVICES – GENERAL FUND**



## ***GENERAL FUND – PUBLIC SERVICES***

### **EXPENDITURE BUDGET SUMMARY**

General Fund – Public Services increases by \$132,769 from the 2021 approved levels. *Personnel Services* increase by 126,772, or 6.68%. A majority of this increase is due to the addition two Laborer I positions in the Cemeteries division and a Labor Foreman – Grounds that is split among several divisions. To offset this increase will be a deletion of the Cemeteries and Grounds Administrator and a reduction to part time salaries in the Celebration Park division. *(The personnel complement changes are listed in detail under Summary of Positions.)* *Operating Expenses* increase by \$7,252. The *Capital Outlay* equates to \$8,750 for FY 2022. These costs are associated with the purchase of a pickup truck for Engineering that is split between several funds. *Miscellaneous Expenditures* are \$18,043 and include principal and interest payments for the purchase of various pieces of equipment.

### **FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
1747 Cemeteries Operations	762,830	854,269	987,547	850,122	869,987	542,040	929,143
4610 Administration	98,517	111,472	148,005	155,701	155,701	121,773	165,879
4611 Engineering	415,915	454,376	417,508	489,125	491,181	299,920	509,853
4620 Street Lighting	447,156	446,518	545,721	514,939	543,399	390,267	518,256
4621 Traffic Engineering	24,472	29,467	23,123	30,945	30,945	17,278	31,241
4910 Radio Tower Operations	2,850	2,663	2,666	5,268	5,268	2,369	8,424
7534 Japanese Cultural Center	46,457	50,027	47,705	47,770	47,770	47,328	47,892
7570 Parks Grounds Maintenance	192,355	359,229	344,845	347,720	368,720	215,404	369,336
7571 Abatement of Nuisances	349,559	279,787	316,436	296,188	398,266	204,931	282,510
7575 Facilities	901,333	949,001	876,156	926,079	928,579	581,771	918,630
7580 Celebration Park	0	36,141	58,997	85,200	63,700	7,603	100,662
<b>Total Expenditures</b>	<b>3,241,444</b>	<b>3,572,950</b>	<b>3,768,709</b>	<b>3,749,057</b>	<b>3,903,516</b>	<b>2,430,684</b>	<b>3,881,826</b>

### **FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	1,628,260	1,590,266	1,615,445	1,896,517	1,896,517	1,237,179	2,023,289
Operating Expenses	1,504,108	1,866,994	1,714,634	1,824,492	1,833,508	1,112,216	1,831,744
Capital Outlay	109,076	115,690	421,699	10,000	155,443	63,241	8,750
Miscellaneous Expenses	0	0	17,931	18,048	18,048	18,048	18,043
<b>Total Expenditures</b>	<b>3,241,444</b>	<b>3,572,950</b>	<b>3,768,709</b>	<b>3,749,057</b>	<b>3,903,516</b>	<b>2,430,684</b>	<b>3,881,826</b>

**SUMMARY OF POSITIONS**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Cemeteries	3.95	4.15	4.90	4.90	4.90	4.90	6.15
Public Services Administration	0.60	0.80	0.80	0.80	0.80	0.80	0.80
Engineering	2.50	2.50	2.50	2.50	2.50	2.50	2.50
Street Lighting	1.25	1.25	1.25	1.25	1.25	1.25	1.25
Parks Grounds Maint.	3.02	3.57	3.32	3.22	3.22	3.22	3.27
Abatement of Nuisances	1.23	1.38	1.58	1.38	1.38	1.38	1.35
Facilities	8.64	8.09	7.89	6.99	6.99	6.99	7.00
Celebration Park	0.00	11.00	9.00	9.00	9.00	9.00	5.25
<b>Total Positions</b>	<b>21.19</b>	<b>32.74</b>	<b>31.24</b>	<b>30.04</b>	<b>30.04</b>	<b>30.04</b>	<b>27.57</b>

The total FY 2022 personnel complement for General Fund - Public Services is 27.57 FTE. This is a net decrease of 2.47 FTE. This decrease is associated with the following changes:

- In the Cemeteries Division, a Cemeteries and Ground Administrator was removed from the complement. This position was split with the Facilities Division. Two Laborer I positions were also added to this division for a net change of 1.25 FTE.
- In the Parks Grounds Maintenance division, a Labor Foreman – Grounds was added to the complement. This division’s share is 0.20 FTE. This offsets the removal of the Labor Foreman – Facilities from this division of 0.15 FTE for a net change of 0.05 FTE.
- In the Abatement of Nuisances division, 0.08 FTE of an Office Assistant II and 0.25 FTE of a Labor Foreman – Facilities were removed and 0.30 FTE of a Labor Foreman – Grounds was added for a net change of -0.03 FTE
- In the Facilities division, a Part Time Custodial position was reduced by 1.00 FTE, a Cemeteries and Grounds Administrator was reduced by 0.25 FTE, and an Office Assistant II was reduced by 0.04 FTE. These reductions are offset by an increase of 0.10 FTE to the Labor Foreman – Facilities, the addition of 0.20 FTE of the Labor Foreman – Grounds, and the addition of 1.00 FTE for a seasonal Laborer position.
- In the Celebration Park division, the Celebration Park Attendant positions have been removed, marking a reduction of 6.00 FTE. These are offset by the increase of two Celebration Park Coordinator positions as well as 0.20 FTE for the Labor Foreman – Grounds and 0.05 FTE for the Labor Foreman – Facilities for a net change of -3.75 FTE.

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How To Use the Budget Document” for better clarification of the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-1747 Cemeteries**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	256,622	Facilities Administrator	0.25	9,250
Overtime	10,000	Cemeteries Foreman	1.00	60,114
Add Pays	0	Admin. Professional	0.70	32,973
Fringe Benefits	357,795	Maintenance Person II	2.00	96,236
		Laborer I - Cemeteries	2.00	54,409
		Skilled Clerical (PT)	0.20	3,640
<b>TOTAL</b>	<b>624,417</b>			
		<b>Total Personnel</b>	<b>6.15</b>	<b>256,622</b>
<b>OPERATING EXPENSES</b>				
Supplies	58,675	<b>Overtime</b>		10,000
Internal Services	19,040			
Other Services				
Professional Fees	111,007	Education Bonus		0
Maintenance Fees	103,401			
Other Contracted Fees	7,753	<b>Total Add Pays</b>		<b>0</b>
<b>TOTAL</b>	<b>299,876</b>			
<b>CAPITAL OUTLAY</b>	<b>0</b>	FICA		20,397
		Healthcare Benefits - Active		103,170
		Healthcare Benefits - Retirees		0
		Pension		234,228
<b>TOTAL</b>	<b>0</b>	<b>Total Fringe Benefits</b>		<b>357,795</b>
<b>MISCELLANEOUS</b>	<b>4,850</b>			
		<b>TOTAL</b>	<b>6.15</b>	<b>624,417</b>
<b>TOTAL</b>	<b>4,850</b>			
<b>TOTAL APPROPRIATION</b>	<b>929,143</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-4610 Public Services Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
<b>PERSONNEL SERVICES</b>		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
Salaries	81,602	Director of Public Services	0.30	36,774
Overtime	0	Deputy Director of Public Services	0.30	33,162
Add Pays	1,500	Public Services Specialist	0.20	11,665
Fringe Benefits	56,962			
<b>TOTAL</b>	<b>140,064</b>	<b>Total Personnel</b>	<b>0.80</b>	<b>81,602</b>
		<b>Overtime</b>		<b>0</b>
<b>OPERATING EXPENSES</b>		Car Allowance		750
Supplies	300	Education Bonus		750
Internal Services	10,598	<b>Total Add Pays</b>		<b>1,500</b>
Other Services		FICA		6,415
Professional Fees	12,467	Healthcare Benefits - Active		12,686
Maintenance Fees	950	Healthcare Benefits - Retirees		0
Other Contracted Fees	1,500	Pension		37,861
<b>TOTAL</b>	<b>25,815</b>	<b>Total Fringe Benefits</b>		<b>56,962</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>0.80</b>	<b>140,064</b>
<b>TOTAL APPROPRIATION</b>	<b>165,879</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-4611 Engineering**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	145,744	City Engineer	0.30	28,923
Overtime	5,000	Assistant City Engineer	0.20	14,586
Fringe Benefits	155,521	Admin. Professional	0.25	11,776
		Engin.Office Supervisor	0.25	17,380
<b>TOTAL</b>	<b>306,265</b>	Engineering Tech. I	0.50	29,433
		Engineering Assistant	1.00	43,646
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>	<b>2.50</b>	<b>145,744</b>
Supplies	7,550			
Internal Services	84,428	<b>Overtime</b>		<b>5,000</b>
Other Services				
Professional Fees	36,700	FICA		11,532
Maintenance Fees	64,797	Healthcare Benefits - Active		43,279
Other Contracted Fees	350	Healthcare Benefits - Retirees		0
<b>TOTAL</b>	<b>193,825</b>	Pension		100,710
		<b>Total Fringe Benefits</b>		<b>155,521</b>
<b>CAPITAL OUTLAY</b>	<b>8,750</b>			
<b>TOTAL</b>	<b>8,750</b>	<b>TOTAL</b>	<b>2.50</b>	<b>306,265</b>
<b>MISCELLANEOUS</b>	<b>1,013</b>			
<b>TOTAL</b>	<b>1,013</b>			
<b>TOTAL APPROPRIATION</b>	<b>509,853</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-4620 Street Lighting**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	73,649	Traffic & Electrical Admin.	0.25	16,717
Overtime	8,000	Traffic Electrician II	0.50	27,888
Add Pays	2,102	Traffic Electrician I	0.50	29,045
Fringe Benefits	79,417			
		<b>Total Personnel</b>	<u>1.25</u>	<u>73,649</u>
<b>TOTAL</b>	<u><b>163,168</b></u>			
		<b>Overtime</b>		<u>8,000</u>
<b>OPERATING EXPENSES</b>				
Supplies	38,150	Standby Pay		2,102
Internal Services	2,495			
Other Services		<b>Total Add Pays</b>		<u>2,102</u>
Professional Fees	30,000			
Maintenance Fees	271,813	FICA		6,246
Other Contracted Fees	450	Healthcare Benefits - Active		26,477
		Healthcare Benefits - Retirees		0
<b>TOTAL</b>	<u><b>342,908</b></u>	Pension		46,694
		<b>Total Fringe Benefits</b>		<u>79,417</u>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<u><b>0</b></u>	<b>TOTAL</b>	<u><u><b>1.25</b></u></u>	<u><u><b>163,168</b></u></u>
<b>MISCELLANEOUS</b>	12,180			
<b>TOTAL</b>	<u><b>12,180</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>518,256</b></u></u>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-7570 Parks Grounds Maintenance**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	83,948	Facilities Administrator	0.10	3,700
Overtime	2,000	Labor Foreman - Grounds	0.20	5,250
Add Pays	0	Park Mechanic/Maint.	0.10	4,848
Fringe Benefits	87,644	Maintenance Person II	0.20	9,875
		Traffic Electrician I	0.05	2,904
<b>TOTAL</b>	<b>173,592</b>	Groundskeeper II	2.00	39,391
		Groundskeeper I	0.20	3,545
<b>OPERATING EXPENSES</b>		Tree Trimmer III	0.12	6,084
		Administrative Professional	0.10	4,710
Supplies	23,475	Skilled Clerical (PT)	0.20	3,640
Internal Services	4,403	<b>Total Personnel</b>	<b>3.27</b>	<b>83,948</b>
Other Services				
Professional Fees	30,000	<b>Overtime</b>		<b>2,000</b>
Maintenance Fees	137,866			
Other Contracted Fees	0	Education Bonus		0
<b>TOTAL</b>	<b>195,744</b>	<b>Total Add Pays</b>		<b>0</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>	FICA		6,577
		Healthcare Benefits - Active		47,676
<b>TOTAL APPROPRIATION</b>	<b>369,336</b>	Healthcare Benefits - Retirees		0
		Pension		33,391
		<b>Total Fringe Benefits</b>		<b>87,644</b>
		<b>TOTAL</b>	<b>3.27</b>	<b>173,592</b>



**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-7571 Abatement and Nuisance**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	42,259	Facilities Administrator	0.10	3,700
Overtime	1,500	Labor Foreman Grounds	0.30	7,875
Add Pays	0	Park Mechanic/Maint	0.35	16,967
Fringe Benefits	50,476	Admin. Professional	0.10	4,710
		Groundskeeper I	0.30	5,367
		Skilled Clerical (PT)	0.20	3,640
<b>TOTAL</b>	<b>94,235</b>	<b>Total Personnel</b>	<b>1.35</b>	<b>42,259</b>
<b>OPERATING EXPENSES</b>				
		<b>Overtime</b>		<b>1,500</b>
Supplies	22,500			
Internal Services	15,279			
Other Services		Education Bonus		0
Professional Fees	88,220			
Maintenance Fees	62,276	<b>Total Add Pays</b>		<b>0</b>
Other Contracted Fees	0			
<b>TOTAL</b>	<b>188,275</b>	FICA		3,389
		Healthcare Benefits - Active		17,014
		Healthcare Benefits - Retirees		0
<b>CAPITAL OUTLAY</b>	<b>0</b>	Pension		30,073
<b>TOTAL</b>	<b>0</b>	<b>Total Fringe Benefits</b>		<b>50,476</b>
<b>TOTAL APPROPRIATION</b>	<b>282,510</b>	<b>TOTAL</b>	<b>1.35</b>	<b>94,235</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-7575 Facilities**

Allocation Plan	Position Control	2021/ 2022	BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>	<b>JOB CLASSIFICATION</b>			
Salaries	212,186	Facilities Administrator	0.25	9,250
Overtime	5,000	Labor Foreman, Grounds	0.20	5,250
Add Pays	100	Labor Foreman, Facilities	0.40	22,416
Fringe Benefits	262,400	Maintenance Person II	0.90	44,565
		Maintenance Person III	0.90	44,131
<b>TOTAL</b>	<b>479,686</b>	Admin. Professional	0.10	4,710
		Park Mechanic/Maint.	0.35	16,967
<b>OPERATING EXPENSES</b>		Traffic Electrician	0.15	8,713
		Skilled Clerical I (PT)	0.20	3,640
Supplies	53,150	Groundskeeper (S)	1.55	27,473
Internal Services	132,254	Basic Labor (PT)	0.50	3,822
Other Services		Laborer (Temp)	1.00	3,788
Professional Fees	79,765	Custodian/Laborer I	0.50	17,461
Maintenance Fees	151,883			
Other Contracted Fees	21,892	<b>Total Personnel</b>	7.00	212,186
<b>TOTAL</b>	<b>438,944</b>	<b>Overtime</b>		5,000
<b>CAPITAL OUTLAY</b>	0	Education Bonus		100
<b>TOTAL</b>	<b>0</b>	<b>Total Add Pays</b>		<b>100</b>
<b>TOTAL APPROPRIATION</b>	<b>918,630</b>	FICA		16,714
		Healthcare Benefits - Active		92,125
		Healthcare Benefits - Retirees		0
		Pension		153,561
		<b>Total Fringe Benefits</b>		262,400
		<b>TOTAL</b>	<b>7.00</b>	<b>479,686</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**101-7580 Celebration Park**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	26,302	Labor Foreman - Grounds	0.20	5,250
Overtime	0	Labor Foreman - Facilities	0.05	2,802
Fringe Benefits	15,560	Celebration Park Coordinator	5.00	18,250
<b>TOTAL</b>	<b>41,862</b>	<b>Total Personnel</b>	<b>5.25</b>	<b>26,302</b>
<b>OPERATING EXPENSES</b>				
		<b>Overtime</b>		<b>0</b>
Supplies	9,000			
Internal Services	0	FICA		2,012
Other Services		Healthcare Benefits - Active		4,877
Professional Fees	6,300	Healthcare Benefits - Retirees		0
Maintenance Fees	43,500	Pension		8,671
Other Contracted Fees	0			
<b>TOTAL</b>	<b>58,800</b>	<b>Total Fringe Benefits</b>		<b>15,560</b>
		<b>TOTAL</b>	<b>5.25</b>	<b>41,862</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>100,662</b>			

## ***OTHER GENERAL FUND***

### **EXPENDITURE BUDGET SUMMARY**

The use of this group of accounts is to reflect expenses in the General Fund, which are not directly related to any one particular departmental operation. Examples include: retiree health insurance, unemployment compensation, subsidies/payments to other local governmental units, contribution to other organizations, and debt service. The last set of accounts in this group is for operating transfers, which are used to reflect transfers to other City funds and related entities to supplement operations; specifically the Public Safety Millage and Public Safety Grant Funds.

The total Other General Fund expenditures are \$2,613,341 for the FY 2022 budget. This represents a decrease of -.24% from the 2021 approved budgeted levels. This reduction is largely attributable to a reduction in the Operating Transfer to Other Funds for the Unfunded Liabilities Fund as well as reduction in the amount that will be allocated for GIS services from the General Fund.

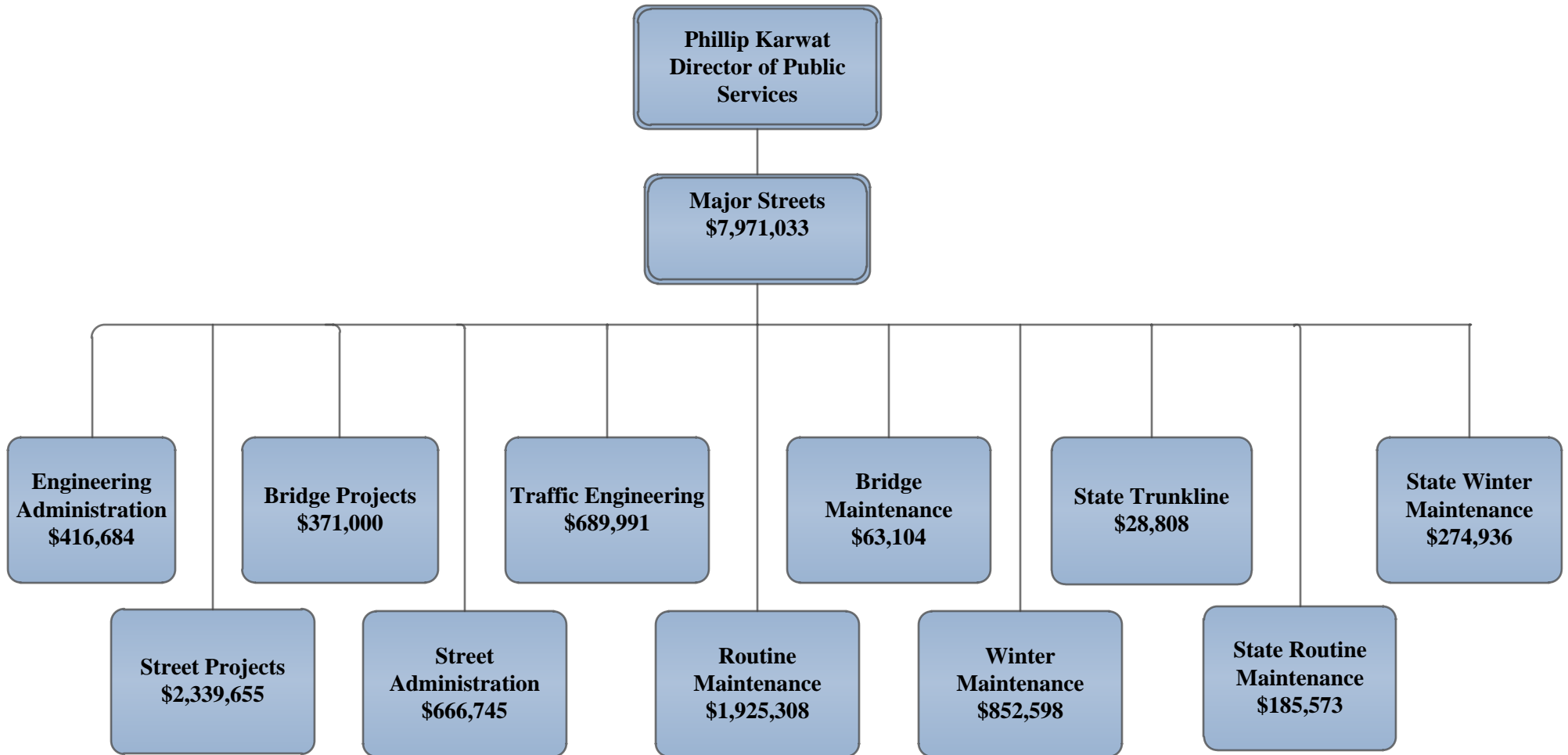
### **FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
8510 Retiree Health	1,920,969	1,982,151	1,896,252	1,854,807	1,854,807	1,623,186	1,854,807
8515 Retiree Pension	44,389	0	0	0	0	0	0
8520 Unemployment	5,071	38	0	5,000	5,000	0	5,000
8525 Saginaw Housing Commission	246,021	248,605	210,076	193,058	193,058	152,496	203,876
8540 Contributions	1,000	1,000	1,000	1,000	1,000	0	1,000
8541 Payment to Other Govts	0	0	0	0	0	0	0
8547 GIS Charges	43,137	77,939	55,228	61,388	61,388	51,157	58,199
8559 Increase Fund Equity	0	0	0	0	4,043,999	0	0
9660 Operating Transfers	812,327	788,145	1,725,953	504,274	743,699	503,888	491,584
<b>Total Expenditures</b>	<b>3,072,914</b>	<b>3,125,470</b>	<b>3,888,509</b>	<b>2,619,527</b>	<b>6,902,951</b>	<b>2,330,727</b>	<b>2,613,341</b>

### **FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	2,119,442	2,158,922	1,992,811	1,962,865	1,962,865	1,722,372	1,972,558
Operating Expenses	141,145	150,811	169,745	152,388	152,388	104,467	149,199
Capital Outlay	0	0	0	0	0	0	0
Miscellaneous	812,327	788,145	1,725,953	504,274	4,787,698	503,888	491,584
<b>Total Expenditures</b>	<b>3,072,914</b>	<b>3,125,470</b>	<b>3,888,509</b>	<b>2,619,527</b>	<b>6,902,951</b>	<b>2,330,727</b>	<b>2,613,341</b>

# CITY OF SAGINAW MAJOR STREETS FUND



*The total Major Street Fund is \$7,971,033. Transfers and Debt Service equate to \$156,631, which is not reflected in the organizational chart.*

**MAJOR STREETS FUND (202)  
RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

Major Streets Fund receives an allocation of State collected gasoline taxes and license fees to be used for the maintenance, repair, and construction of state-owned streets and bridges within the City. The Municipal Street Fund functions as an inventory account for street maintenance materials. These materials are reallocated to the Major and Local Streets Funds upon completion of construction.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
STATE REVENUE	6,601,571	ENGINEERING ADMIN.	416,684
STATE REIMBURSEMENTS	480,748	STREET PROJECTS	2,339,655
NON BUSINESS PERMITS	36,500	BRIDGE PROJECTS	371,000
SERVICES - SALES	4,150	TRAFFIC ENGINEERING	689,991
OTHER REVENUES	15,000	STREET ADMINISTRATION	666,745
FUND EQUITY	833,064	ROUTINE MAINTENANCE	1,925,308
		BRIDGE MAINTENANCE	63,104
		WINTER MAINTENANCE	852,598
		STATE TRUNKLINE	28,808
		STATE ROUTINE MAINTENANCE	185,573
		STATE WINTER MAINTENANCE	274,936
		DEBT SERVICE	142,473
		TRANSFERS	14,158
<b>TOTAL RESOURCES</b>	<b><u>7,971,033</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>7,971,033</u></b>

## **MAJOR STREETS FUND**

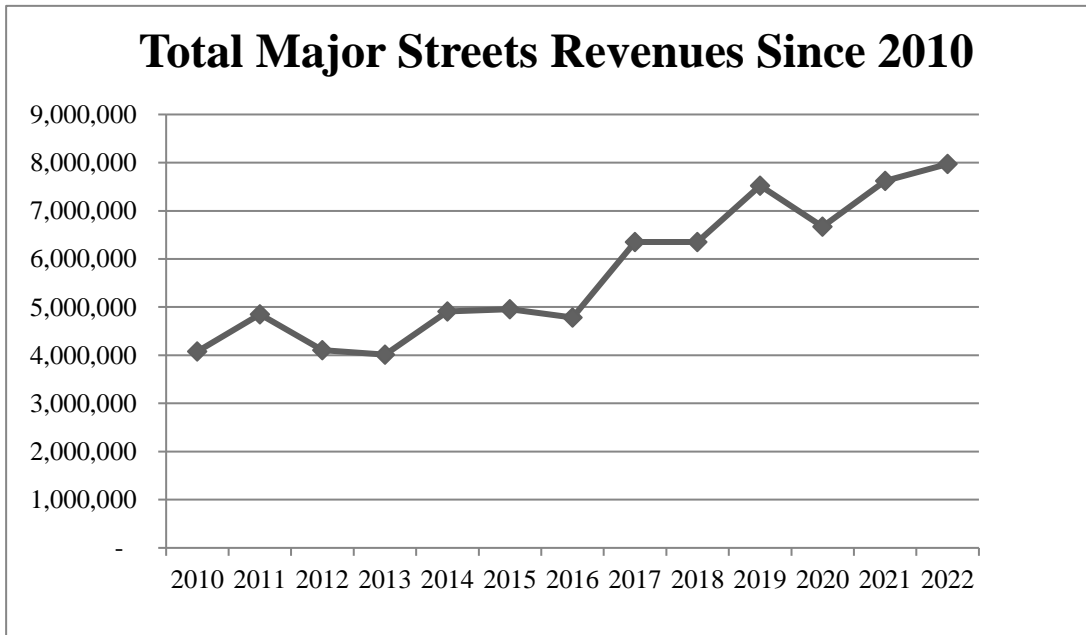
### **REVENUE BUDGET SUMMARY**

The Major Streets Fund receives an allocation of State collected gasoline taxes and license fees to be used for the maintenance, repair, and construction of state-owned roadways and bridges within the City. The major revenue source for this fund is “State Revenue Sharing”, which is anticipated to be \$6,601,571 in FY 2022. This source of revenue increased by \$6,464. This revenue has been steadily increasing since an increase in the state tax on gasoline by 7.3 cents per gallon went into effect on January 1, 2017. Other sources of revenue for this fund include services and sales, interest, non-business permits and use of fund equity. Overall, the Major Streets Fund’s revenues are \$7,971,033, which is an increase of a net \$350,315, or 4.59% from the FY 2021 approved budgeted levels.

### **SUMMARY OF REVENUE**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
State Revenue	5,658,951	6,522,448	5,814,572	6,595,107	6,595,107	4,226,464	6,601,571
State Reimbursements	512,056	500,834	734,261	477,427	477,427	42,883	480,748
Non-Business Permits	41,420	38,445	26,895	36,500	36,500	16,225	36,500
Services-Sales	14,016	6,877	16,562	4,150	4,150	7,156	4,150
Interests and Rents	2,771	5,154	3,774	0	0	300	0
Other Revenue	0	358,695	20,692	0	28,027	10,091	0
Reimbursements	106,047	78,538	41,439	0	28,061	10,626	0
Use of Fund Equity	0	0	0	492,534	1,264,798	0	833,064
Services Rendered	18,492	8,521	14,947	15,000	15,000	0	15,000
<b>Total Revenues</b>	<b>6,353,753</b>	<b>7,519,512</b>	<b>6,673,142</b>	<b>7,620,718</b>	<b>8,449,070</b>	<b>4,313,745</b>	<b>7,971,033</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2009 – FY 2020 Actual Revenues, FY 2021 Approved Revenues and FY 2022 Proposed Revenues. In 2009, the revenues rose to account for FEMA monies and reimbursements to the Major Streets Fund due to the June 2008 wind storm. The trend also shows two years of decreased revenues: 2007 and 2010. In 2007, revenues from MDOT for construction projects were reduced. From 2011 to 2013 there was a steady decrease in revenue, going from \$4,847,182 in FY 2011 to \$4,013,141 in FY 2013. Revenues in FY 2014 increased due to special one-time winter maintenance funding from the state of Michigan due to the harsh winter. In addition, funding for Major Streets in FY 2015 stayed elevated due to higher allocations from the state’s general fund. FY 2016 showed a slight decrease of \$169,076 and FY 2017 showed a large increase due to increased use of fund equity to cover the cost of several projects, and FY 2018 slightly decreases from a reduction in use of fund equity. FY 2022 shows a slight increase from FY 2021 approved budget revenues due to an increase in the use of fund equity.

**DETAIL REVENUES ANALYSIS**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Gas and Weight Tax	5,175,969	5,500,747	5,791,005	6,595,107	6,595,107	4,226,464	6,601,571
Trunkline Maintenance	276,881	265,141	291,527	241,734	241,734	42,883	245,055
MDOT Reimbursements	73,053	57,247	181,824	0	0	0	0
Right of Way Revenue	235,175	235,693	260,910	235,693	235,693	0	235,693
Sidewalk Permits	4,275	3,350	3,075	3,500	3,500	1,200	3,500
Curb Cut	2,600	2,750	2,300	3,000	3,000	1,275	3,000
Barricade Permits	14,025	16,325	9,700	15,000	15,000	5,650	15,000
Right of Way Permits	20,520	16,020	11,820	15,000	15,000	8,100	15,000
Engineering Plans/Records	100	175	0	0	0	0	0
Special Events Service	18,653	8,521	14,947	15,000	15,000	0	15,000
Sale of Junk	2,422	2,168	10,098	1,000	1,000	1,878	1,000
Materials and Service	11,333	4,534	6,464	3,000	3,000	5,278	3,000
Neighborhood Watch Signs	0	0	0	150	150	0	150
Interests on Investments	2,771	5,154	3,476	0	0	86	0
Sale of Property Items	0	515	17,081	0	28,027	0	0
State Grants	482,982	1,021,701	23,567	0	0	0	0
Local Grants	0	0	0	0	0	0	0
Reimbursements	32,994	21,291	41,439	0	28,061	10,626	0
Installment Contract	0	350,083	0	0	0	0	0
Special Assessments	0	8,097	3,909	0	0	10,091	0
Use of Fund Equity	0	0	0	492,534	1,264,798	0	833,064
<b>Totals</b>	<b>6,353,753</b>	<b>7,519,512</b>	<b>6,673,142</b>	<b>7,620,718</b>	<b>8,449,070</b>	<b>4,313,745</b>	<b>7,971,033</b>



**EXPENDITURE BUDGET SUMMARY**

Total Major Streets Fund expenditures are \$7,971,033 for FY 2022. Expenditures increase by \$350,315, or 4.59%. *Personnel Services* increase \$93,272 for FY 2022. This increase is attributable to a 0.13 FTE increase from FY 2021. The City is also budgeting for the normal contractual step and longevity increases as well as increases in benefit costs such as healthcare. (*The personnel complement changes are listed in detail under Summary of Positions.*) *Operating Expenses* are \$4,506,419 which is an increase of \$38,699 from FY 2021. This increase in operating expenses is caused mostly by a \$168,120 increase in professional and engineering services not tied to specific projects and a \$50,918 increase in motor pool charges, which are offset by decreases in street resurfacing charges. *Capital Outlay* is \$580,362 and includes a replacement claw truck. This is an increase of \$378,312 from FY 2021. *Miscellaneous Expenditures* are \$156,631 in FY 2022, a decrease of \$159,968 from FY 2021.

**FUNDING LEVEL SUMMARY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
4612 Engineering Administration	143,434	150,253	195,768	326,802	367,402	217,357	416,684
4614 Street Projects	1,960,957	2,373,871	1,898,104	2,380,233	2,519,423	1,067,657	2,339,655
4616 Bridge Projects	88,772	303,553	253,772	244,200	525,588	172,093	371,000
4621 Traffic Engineering	537,419	568,286	735,892	661,249	757,999	459,507	689,991
4650 Street Administration	588,122	666,598	608,058	653,052	656,942	520,113	666,745
4651 Routine Maintenance	1,629,219	1,728,514	1,906,283	1,941,846	2,073,716	1,276,605	1,925,308
4654 Bridge Maintenance	117,531	119,541	45,219	50,374	50,374	37,698	63,104
4655 Winter Maintenance	344,970	370,799	668,662	589,278	678,942	408,720	852,598
4690 State Trunkline	36,335	28,575	30,198	28,043	28,043	21,110	28,808
4691 State Routine Maintenance	189,812	115,800	116,946	130,803	130,803	89,804	185,573
4692 State Winter Maintenance	294,939	217,156	260,471	298,239	298,239	162,682	274,936
4695 Debt Service	84,568	84,569	142,095	302,441	302,441	142,441	142,473
9660 Transfers	14,158	19,272	14,158	14,158	59,158	34,298	14,158
<b>Totals</b>	<b>6,030,236</b>	<b>6,746,787</b>	<b>6,875,626</b>	<b>7,620,718</b>	<b>8,449,070</b>	<b>4,610,085</b>	<b>7,971,033</b>

**FUNDING LEVEL BY CATEGORY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Personnel Services	2,175,018	2,117,434	2,257,529	2,634,349	2,634,349	1,906,314	2,727,621
Operating Expenses	3,539,176	4,332,871	3,831,929	4,467,720	4,882,819	2,221,187	4,506,419
Capital Outlay	217,316	192,641	629,915	202,050	570,303	305,845	580,362
Miscellaneous	98,726	103,841	156,253	316,599	361,599	176,739	156,631
<b>Total Expenditures</b>	<b>6,030,236</b>	<b>6,746,787</b>	<b>6,875,626</b>	<b>7,620,718</b>	<b>8,449,070</b>	<b>4,610,085</b>	<b>7,971,033</b>

**SUMMARY OF POSITIONS**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
4612 Engineering Administration	1.17	1.17	1.67	1.87	1.87	1.87	1.97
4614 Streets Projects	0.50	0.50	0.50	0.50	0.50	0.50	0.50
4621 Traffic Engineering	2.80	2.80	2.80	2.80	2.80	2.80	2.72
4650 Street Administration	0.42	0.32	0.32	0.32	0.32	0.32	0.53
4651 Routine Maintenance	6.03	7.83	8.33	8.18	8.18	8.18	6.23
4654 Bridge Maintenance	0.45	0.45	0.45	0.45	0.45	0.45	0.45
4655 Winter Maintenance	1.10	2.00	1.50	1.50	1.50	1.50	2.95
4690 State Trunkline	0.25	0.25	0.25	0.25	0.25	0.25	0.25
4691 State Routine Maintenance	1.00	1.00	1.00	1.00	1.00	1.00	1.40
4692 State Winter Maintenance	1.75	1.35	1.35	1.35	1.35	1.35	1.35
<b>Total Positions</b>	<b>15.47</b>	<b>17.67</b>	<b>18.17</b>	<b>18.22</b>	<b>18.22</b>	<b>18.22</b>	<b>18.35</b>

The total personnel complement in this fund will be 18.35 FTE for FY 2022. This is an increase of 0.13 FTE from FY 2021. The changes made in this fund include:

- A 0.10 FTE increase to the Engineering Administration division due to an addition of 0.10 for an Engineering Assistant.
- A 0.08 decrease in the Traffic Engineering division for a change in the Traffic and Electrical Administrator.
- A 0.21 increase in Street Administration due to adding 0.15 for the Chief Right-of-Way Foreman and a 0.06 increase for the Administrative Professional. This division also had a Office Assistant II removed that was previously vacant and reclassified the current Office Assistant II to an Administrative Professional.
- A 1.95 decrease in Routine Maintenance which is due to a 0.15 decrease from the Chief ROW Foreman, a 0.15 decrease for the ROW Foremen, a 0.60 decrease for the Heavy Equipment Operator I's, a 0.15 decrease for the Heavy Equipment Operator II's, a 0.25 decrease for the Compost Site Operator, a 1.00 decrease for Packer Operators, and a 0.15 decrease for Groundskeeper I's. These changes are partially offset with an increase of 0.50 for Laborer II's.
- A 1.45 increase in Winter Maintenance which includes a 0.30 increase for ROW Foremen, a 0.15 increase for a Heavy Equipment Operator III, a 0.15 increase for Heavy Equipment Operator II's, a 0.60 increase for Heavy Equipment Operator I's, and a 0.25 increase for a Compost Site Operator.
- A 0.40 increase in State Routine Maintenance for a 0.20 increase for ROW Foremen and a 0.20 increase for a Heavy Equipment Operator III.

The following "Expenditure Detail" page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to "How to Use the Budget Document" for better clarification for the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**202-4612 Engineering**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	125,491	City Engineer	0.25	24,103
Overtime	3,000	Assistant City Engineer	0.30	21,879
Fringe Benefits	137,424	Engin. Ofc Supervisor	0.12	8,342
		Admin. Professional	0.20	9,421
<b>TOTAL</b>	<b>265,915</b>	Civil Engineer I	0.50	26,919
		ROW Permits Technician	0.50	29,979
		Engineering Assistant	0.10	4,850
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>	<b>1.97</b>	<b>125,491</b>
Supplies	780			
Internal Services	30,784	<b>Overtime</b>		<b>3,000</b>
Other Services				
Professional Fees	96,305	FICA		9,830
Maintenance Fees	3,200	Healthcare Benefits - Active		39,699
Other Contracted Fees	7,950	Healthcare Benefits - Retirees		0
<b>TOTAL</b>	<b>139,019</b>	Pension		87,895
		<b>Total Fringe Benefits</b>		<b>137,424</b>
<b>CAPITAL OUTLAY</b>	<b>11,750</b>			
<b>TOTAL</b>	<b>11,750</b>	<b>TOTAL</b>	<b>1.97</b>	<b>265,915</b>
<b>TOTAL APPROPRIATION</b>	<b>416,684</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**202-4614 Street Projects**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	29,433	Engineering Tech. I	0.50	29,433
Overtime	25,000			
Fringe Benefits	33,162	<b>Total Personnel</b>	<u>0.50</u>	<u>29,433</u>
<b>TOTAL</b>	<u><b>87,595</b></u>			
		<b>Overtime</b>		<u>25,000</u>
<b>OPERATING EXPENSES</b>				
		FICA		4,165
Supplies	7,700	Healthcare Benefits - Active		4,893
Internal Services	3,110	Healthcare Benefits - Retirees		0
Other Services		Pension		24,104
Professional Fees	540,000	<b>Total Fringe Benefits</b>		<u>33,162</u>
Maintenance Fees	1,701,250			
Other Contracted Fees	0			
<b>TOTAL</b>	<u><b>2,252,060</b></u>	<b>TOTAL</b>	<u><b>0.50</b></u>	<u><b>87,595</b></u>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<u><b>0</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>2,339,655</b></u></u>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**202-4621 Traffic Engineering**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	134,258	Traffic and Electrical		
Overtime	20,000	Administrator	0.17	11,367
Add Pays	2,102	Traffic Electrician II	0.30	16,733
Fringe Benefits	213,848	Traffic Electrician I	0.30	17,427
		Trans. Engr. Assistant	0.40	22,804
<b>TOTAL</b>	<b>370,208</b>	Traffic Mtce. Technician	1.15	47,089
		Traffic Mtce. Technician II	0.40	18,838
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>	<b>2.72</b>	<b>134,258</b>
Supplies	105,300			
Internal Services	32,902	<b>Overtime</b>		<b>20,000</b>
Other Services				
Professional Fees	80,880			
Maintenance Fees	27,239	Standby Pay		2,102
Other Contracted Fees	4,850			
<b>TOTAL</b>	<b>251,171</b>	<b>Total Add Pays</b>		<b>2,102</b>
<b>CAPITAL OUTLAY</b>				
	68,612	FICA		11,775
<b>TOTAL</b>	<b>68,612</b>	Healthcare Benefits - Active		42,612
		Healthcare Benefits - Retirees		60,490
		Pension		98,971
<b>TOTAL APPROPRIATION</b>		<b>Total Fringe Benefits</b>		<b>213,848</b>
	<b>689,991</b>			
		<b>TOTAL</b>	<b>2.72</b>	<b>370,208</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**202-4650 Street Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	33,716	Director of Public Services	0.05	6,129
Overtime	500	Deputy Dir. Of Public Services	0.05	5,527
Add Pays	1,360	Administrative Professional	0.28	10,964
Fringe Benefits	404,199	Chief ROW Foreman	0.15	11,096
		<b>Total Personnel</b>	0.53	33,716
<b>TOTAL</b>	<b>439,775</b>			
		<b>Overtime</b>		500
<b>OPERATING EXPENSES</b>				
		Car Allowance		125
		Education Bonus		125
		Standby Pay		1,110
Supplies	500			
Internal Services	179,054	<b>Total Add Pays</b>		1,360
Other Services				
Professional Fees	44,016			
Maintenance Fees	3,050	FICA		2,731
Other Contracted Fees	350	Healthcare Benefits - Active		11,793
		Healthcare Benefits - Retirees		366,575
		Pension		23,100
<b>TOTAL</b>	<b>226,970</b>	<b>Total Fringe Benefits</b>		404,199
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>0.53</b>	<b>439,775</b>
<b>TOTAL APPROPRIATION</b>	<b>666,745</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**202-4651 Routine Maintenance**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	289,624	ROW Foreman	0.85	48,407
Overtime	15,000	Heavy Equipment Operator I	1.40	68,750
Add Pays	2,304	Heavy Equipment Operator II	0.35	17,647
Fringe Benefits	437,517	Heavy Equipment Operator III	0.50	27,052
		Tree Trimmer I	0.40	19,247
<b>TOTAL</b>	<b>744,445</b>	Tree Trimmer II	0.80	39,039
		Tree Trimmer III	0.18	9,127
		Laborer II Streets	1.20	50,530
		Groundskeeper I	0.55	9,826
<b>OPERATING EXPENSES</b>				
Supplies	248,900			
Internal Services	71,418	<b>Total Personnel</b>	6.23	289,624
Other Services				
Professional Fees	89,219			
Maintenance Fees	356,826	<b>Overtime</b>		15,000
Other Contracted Fees	4,500			
<b>TOTAL</b>	<b>770,863</b>	Standby Pay		2,104
		Education Bonus		200
<b>CAPITAL OUTLAY</b>	410,000	<b>Total Add Pays</b>		<b>2,304</b>
<b>TOTAL</b>	<b>410,000</b>			
<b>TOTAL APPROPRIATION</b>	<b>1,925,308</b>	FICA		23,585
		Healthcare Benefits - Active		133,785
		Healthcare Benefits - Retirees		48,859
		Pension		231,288
		<b>Total Fringe Benefits</b>		437,517
		<b>TOTAL</b>	<b>6.23</b>	<b>744,445</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**202-4654 Bridge Maintenance**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	21,653	Tree Trimmer I	0.45	21,653
Overtime	0			
Fringe Benefits	31,451	<b>Total Personnel</b>	<u>0.45</u>	<u>21,653</u>
<b>TOTAL</b>	<u><b>53,104</b></u>	<b>Overtime</b>		<u>0</u>
<b>OPERATING EXPENSES</b>				
		FICA		1,656
Supplies	10,000	Healthcare Benefits - Active		13,472
Internal Services	0	Healthcare Benefits - Retirees		0
Other Services		Pension		16,323
Professional Fees	0	<b>Total Fringe Benefits</b>		<u>31,451</u>
Maintenance Fees	0			
Other Contracted Fees	0			
<b>TOTAL</b>	<u><b>10,000</b></u>	<b>TOTAL</b>	<u><b>0.45</b></u>	<u><b>53,104</b></u>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<u><b>0</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>63,104</b></u></u>			



**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**202-4655 Winter Maintenance**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	137,940	ROW Foreman - Streets	0.30	17,227
Overtime	20,902	Heavy Equipment Op III	0.15	8,116
Fringe Benefits	218,993	Heavy Equipment Op II	0.15	7,563
		Heavy Equipment Op I	0.60	29,464
<b>TOTAL</b>	<b>377,835</b>	Compost Site Op	0.25	12,515
		Packer Operator	0.90	37,658
		Brush Collector	0.60	25,397
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>	<b>2.95</b>	<b>137,940</b>
Supplies	122,000			
Internal Services	9,283			
Other Services		<b>Overtime</b>		<b>20,902</b>
Professional Fees	3,500			
Maintenance Fees	249,980			
Other Contracted Fees	0	FICA		12,154
<b>TOTAL</b>	<b>384,763</b>	Healthcare Benefits - Active		69,375
		Healthcare Benefits - Retirees		14,841
		Pension		122,623
<b>CAPITAL OUTLAY</b>	<b>90,000</b>	<b>Total Fringe Benefits</b>		<b>218,993</b>
<b>TOTAL</b>	<b>90,000</b>			
		<b>TOTAL</b>	<b>2.95</b>	<b>377,835</b>
<b>TOTAL APPROPRIATION</b>	<b>852,598</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**202-4690 State Trunkline**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	10,106	Traffic Mtce. Technician I	0.25	10,106
Overtime	4,000			
Fringe Benefits	14,702	<b>Total Personnel</b>	0.25	10,106
<b>TOTAL</b>	<b>28,808</b>	<b>Overtime</b>		4,000
<b>OPERATING EXPENSES</b>				
Supplies	0	FICA		1,079
Internal Services	0	Healthcare Benefits - Active		4,746
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	0	Pension		8,877
Maintenance Fees	0	<b>Total Fringe Benefits</b>		14,702
Other Contracted Fees	0			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>0.25</b>	<b>28,808</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>28,808</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**202-4691 State Routine Maintenance**

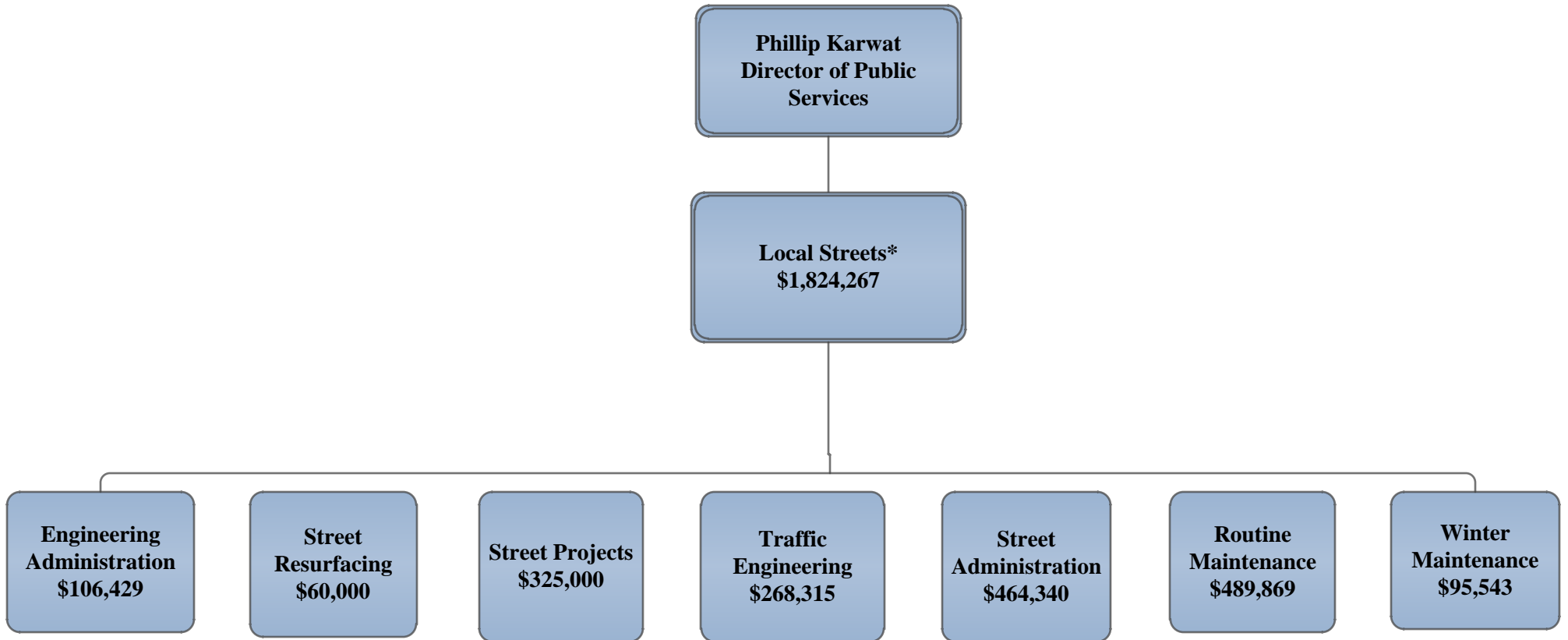
<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	79,255	Chief ROW Foreman	0.15	11,096
Overtime	1,000	ROW Foreman	0.55	31,987
Add Pays	3,214	Tree Trimmer III	0.50	25,352
Fringe Benefits	97,103	Heavy Equipment Op III	0.20	10,821
<b>TOTAL</b>	<b>180,572</b>	<b>Total Personnel</b>	<b>1.40</b>	<b>79,255</b>
<b>OPERATING EXPENSES</b>		<b>Overtime</b>		<b>1,000</b>
Supplies	0			
Internal Services	5,001	Standby Pay		3,214
Other Services		Education Bonus		0
Professional Fees	0	<b>Total Add Pays</b>		<b>3,214</b>
Maintenance Fees	0	FICA		6,391
Other Contracted Fees	0	Healthcare Benefits - Active		35,471
<b>TOTAL</b>	<b>5,001</b>	Healthcare Benefits - Retirees		0
		Pension		55,241
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>Total Fringe Benefits</b>		<b>97,103</b>
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>1.40</b>	<b>180,572</b>
<b>TOTAL APPROPRIATION</b>	<b>185,573</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**202-4692 State Winter Maintenance**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	69,382	Chief ROW Foreman	0.15	11,096
Overtime	16,000	Tree Trimmer I	0.40	19,247
Add Pays	1,110	Tree Trimmer II	0.80	39,039
Fringe Benefits	92,872			
		<b>Total Personnel</b>	1.35	69,382
<b>TOTAL</b>	<b>179,364</b>			
		<b>Overtime</b>		16,000
<b>OPERATING EXPENSES</b>				
Supplies	94,500	Standby Pay		1,110
Internal Services	1,072			
Other Services		<b>Total Add Pays</b>		<b>1,110</b>
Professional Fees	0			
Maintenance Fees	0			
Other Contracted Fees	0	FICA		6,693
		Healthcare Benefits - Active		33,715
<b>TOTAL</b>	<b>95,572</b>	Healthcare Benefits - Retirees		0
		Pension		52,464
<b>CAPITAL OUTLAY</b>	0	<b>Total Fringe Benefits</b>		<b>92,872</b>
<b>TOTAL</b>	<b>0</b>			
		<b>TOTAL</b>	<b>1.35</b>	<b>179,364</b>
<b>TOTAL APPROPRIATION</b>	<b>274,936</b>			

# CITY OF SAGINAW LOCAL STREETS FUND



*\*The Local Streets fund also contains a transfer of \$9,347 to help fund the City's unfunded OPEB liabilities and a \$5,424 increase in Fund Equity<sup>148</sup>*

**LOCAL STREETS FUND (203)  
RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

Local Streets Funds receives allocation of State collected gasoline taxes and license fees to be used for the maintenance, repair, and construction of local streets and bridges within the City. The Municipal Street Fund functions as an inventory account for street maintenance materials. These materials are reallocated to the Major and Local Streets Funds upon completion of construction.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
STATE REVENUE	1,824,267	ENGINEERING ADMIN.	106,429
		STREET RESURFACING	60,000
		STREET PROJECTS	325,000
		TRAFFIC ENGINEERING	268,315
		STREET ADMINISTRATION	464,340
		ROUTINE MAINTENANCE	489,869
		WINTER MAINTENANCE	95,543
		TRANSFERS	9,347
<b>TOTAL RESOURCES</b>	<b><u>1,824,267</u></b>	INCREASE IN FUND EQUITY	5,424
		<b>TOTAL APPROPRIATIONS</b>	<b><u>1,824,267</u></b>

## **LOCAL STREETS FUND**

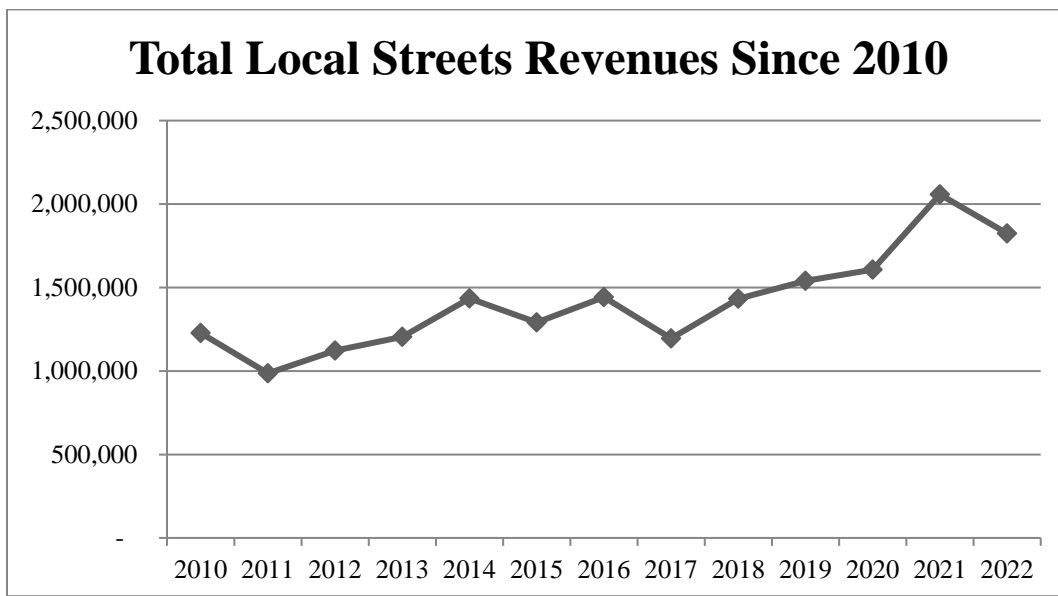
### **REVENUE BUDGET SUMMARY**

The Local Streets Fund receives an allocation of State collected gasoline taxes and license fees to be used for the maintenance, repair, and construction of local streets and bridges within the City. The major revenue source for this fund is “State Revenue Sharing”, which is \$1,824,267 in FY 2022. This source of revenue increased by approximately 0.08% or \$1,410 from the FY 2021 approved budgeted levels.

### **SUMMARY OF REVENUES**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
State Revenue Sharing	1,432,187	1,521,059	1,600,372	1,822,857	1,822,857	1,167,945	1,824,267
Interest and Rents	725	949	809	0	0	299	0
Other Revenues	461	5,216	5,994	0	28,027	16,224	0
Use of Fund Equity	0	0	0	234,291	517,054	0	0
Transfers from Other Funds	0	0	0	0	0	0	0
<b>Total Revenues</b>	<b>1,433,373</b>	<b>1,540,436</b>	<b>1,607,235</b>	<b>2,057,148</b>	<b>2,367,938</b>	<b>1,184,468</b>	<b>1,824,267</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues and FY 2021 Approved and FY 2022 Proposed Revenues. There was a gradual decline in revenues from 2008 until 2011 due to decreases in State Shared Revenues. During the peak periods, there were large transfers from the Major Streets Fund. The two periods of drastic decline in revenues coincide with little to no transfers from the Major Streets Fund. FY 2019 saw a substantial increase due to more State Shared Revenue, a transfer from the Major Streets fund, and use of fund equity. FY 2022 decreases slightly from FY 2021 numbers due to not needing to utilize Fund Equity to cover projects.

**DETAIL REVENUES ANALYSIS**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Gas and Weight Tax	1,432,187	1,521,059	1,160,372	1,822,857	1,822,857	1,167,945	1,824,267
Materials and Services	0	0	0	0	0	0	0
Interest on Investments	725	949	689	0	0	10	0
Interest on Spec. Assmts	0	0	180	0	0	289	0
Special Assessments	0	13,212	5,006	0	28,027	15,176	0
Reimbursement	461	5,216	988	0	0	1,048	0
Use of Fund Equity	0	22,908	0	234,291	517,057	0	0
Transfer from Other Funds	0	0	0	0	0	0	0
Major Street Fund	0	0	0	0	0	0	0
<b>Totals</b>	<b>1,433,373</b>	<b>1,563,344</b>	<b>1,607,235</b>	<b>2,057,148</b>	<b>2,367,938</b>	<b>1,184,468</b>	<b>1,824,267</b>

**EXPENDITURE BUDGET SUMMARY**

The total Local Streets Fund expenditures are \$1,824,267 for FY 2022. *Personnel Services* decreased by \$41,610, which is due to a reallocation of personnel between the streets and rubbish funds. (*Personnel complement changes are listed in the detail under Summary of Positions.*) *Operating Expenses* are \$959,633, which represents a decrease of \$196,695 or 17.01% from FY 2021. This is mostly due to a decrease in project costs from not having a street resurfacing project in FY 2022. There is no *Capital Outlay* budgeted for FY 2022. There is \$14,771 in the category of *Miscellaneous Expenditures* to assist with the City’s unfunded OPEB liabilities and to show an increase in fund equity.

**FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
4612 Engineering Administration	72,827	75,006	70,552	99,014	99,014	66,059	106,429
4613 Street Resurfacing	25,463	157,911	152,879	280,000	289,623	246,383	60,000
4614 Street Projects	24,393	56,442	82,852	290,000	538,386	329,696	325,000
4621 Traffic Engineering	247,182	227,648	197,467	256,826	274,573	159,438	468,315
4650 Street Administration	372,528	461,921	404,456	426,001	426,001	344,687	464,340
4651 Routine Maintenance	555,162	481,170	556,048	604,932	639,966	349,102	489,869
4655 Winter Maintenance	109,622	92,072	95,311	91,028	91,028	52,388	95,543
8559 Increase in Fund Equity	0	0	0	0	0	0	5,424
9660 Transfers	9,347	11,174	9,347	9,347	9,347	7,789	9,347
<b>Totals</b>	<b>1,416,524</b>	<b>1,563,344</b>	<b>1,568,912</b>	<b>2,057,148</b>	<b>2,367,938</b>	<b>1,555,542</b>	<b>1,824,267</b>



**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	820,403	760,718	793,345	891,473	891,473	653,213	849,863
Operating Expenses	586,774	791,452	744,200	1,156,328	1,418,832	874,281	959,633
Capital Outlay	0	0	22,020	0	48,286	20,259	0
Miscellaneous	9,347	11,174	9,347	9,347	9,347	7,789	14,771
<b>Total Expenditures</b>	<b>1,416,524</b>	<b>1,563,344</b>	<b>1,568,912</b>	<b>2,057,148</b>	<b>2,367,938</b>	<b>1,555,542</b>	<b>1,824,267</b>

**SUMMARY OF POSITIONS**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
4612 Engineering Administration	1.03	1.03	1.13	1.13	1.13	1.13	1.13
4621 Traffic Engineering	1.60	1.60	1.60	1.60	1.60	1.60	1.60
4650 Street Administration	0.21	0.06	0.06	0.06	0.06	0.06	0.30
4651 Routine Maintenance	4.45	5.15	5.20	5.20	5.20	5.20	4.65
4655 Winter Maintenance	0.50	0.50	0.00	0	0	0	0.00
<b>Total Positions</b>	<b>7.79</b>	<b>8.34</b>	<b>7.99</b>	<b>7.99</b>	<b>7.99</b>	<b>7.99</b>	<b>7.68</b>

The personnel complement for the Local Street Fund is 7.68 FTE for FY 2022, which is a decrease of 0.31 from FY 2021. This stems from a change in allocations throughout the fund including a 0.24 increase in Street Administration which is attributed to a 0.04 increase to the Administrative Professional, which was reclassified from an Office Assistant II, and a 0.20 increase to the Chief Right-of-Way Foreman. This is offset by a 0.55 decrease in the Routine Maintenance division due to a 0.50 decrease to the Chief ROW Foreman, a 0.25 decrease from the Heavy Equipment Operator III, and a 0.20 increase to Groundskeeper I's.

The following "Expenditure Detail" page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to "How to Use the Budget Document" for better clarification for the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**203-4612 Engineering Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	51,249	City Engineer	0.15	14,462
Overtime	0	Asst. City Engineer	0.10	7,293
Fringe Benefits	44,437	Engineering Office Supervisor	0.13	9,038
		Administrative Professional	0.15	7,066
		Civil Engineer I	0.10	5,384
		Engineering Intern	0.50	8,008
<b>TOTAL</b>	<b>95,686</b>			
<b>OPERATING EXPENSES</b>				
		<b>Total Personnel</b>	<b>1.13</b>	<b>51,249</b>
Supplies	0			
Internal Services	10,743	FICA		3,921
Other Services		Healthcare Benefits - Active		13,668
Professional Fees	0	Healthcare Benefits - Retirees		0
Maintenance Fees	0	Pension		26,848
Other Contracted Fees	0			
		<b>Total Fringe Benefits</b>		<b>44,437</b>
<b>TOTAL</b>	<b>10,743</b>			
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>				
	<b>106,429</b>		<b>1.13</b>	<b>95,686</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**203-4621 Traffic Engineering**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	80,767	Traffic & Electrical		
Overtime	2,000	Administrator	0.25	16,717
Add Pays	2,102	Tran. Engineering Assist.	0.40	22,804
Fringe Benefits	105,129	Traffic Maint. Tech. II	0.35	16,484
		Traffic Maint. Tech. I	0.60	24,763
<b>TOTAL</b>	<b>189,998</b>	<b>Total Personnel</b>	<b>1.60</b>	<b>80,767</b>
<b>OPERATING EXPENSES</b>				
		<b>Overtime</b>		<b>2,000</b>
Supplies	34,800			
Internal Services	12,830			
Other Services		Standby Pay		2,102
Professional Fees	18,669			
Maintenance Fees	10,568	<b>Total Add Pays</b>		<b>2,102</b>
Other Contracted Fees	1,450			
<b>TOTAL</b>	<b>78,317</b>	FICA		6,332
		Healthcare Benefits - Active		25,538
		Healthcare Benefits - Retirees		14,841
<b>CAPITAL OUTLAY</b>	<b>0</b>	Pension		58,418
<b>TOTAL</b>	<b>0</b>	<b>Total Fringe Benefits</b>		<b>105,129</b>
<b>TOTAL APPROPRIATION</b>	<b>268,315</b>	<b>TOTAL</b>	<b>1.60</b>	<b>189,998</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**203-4650 Street Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	18,710	Chief ROW Foreman	0.20	14,794
Overtime	1,479	Administration Professional	0.10	3,916
Fringe Benefits	261,528			
		<b>Total Personnel</b>	<u>0.30</u>	<u>18,710</u>
<b>TOTAL</b>	<u><b>281,717</b></u>			
		<b>Add Pay</b>		<u>1,479</u>
<b>OPERATING EXPENSES</b>				
		FICA		1,545
Supplies	150	Healthcare Benefits - Active		7,594
Internal Services	165,264	Healthcare Benefits - Retirees		237,019
Other Services		Pension		15,370
Professional Fees	16,109			
Maintenance Fees	1,100	<b>Total Fringe Benefits</b>		<u>261,528</u>
Other Contracted Fees	0			
<b>TOTAL</b>	<u><b>182,623</b></u>	<b>TOTAL</b>	<u><b>0.30</b></u>	<u><b>281,717</b></u>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<u><b>0</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>464,340</b></u></u>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**203-4651 Routine Maintenance**

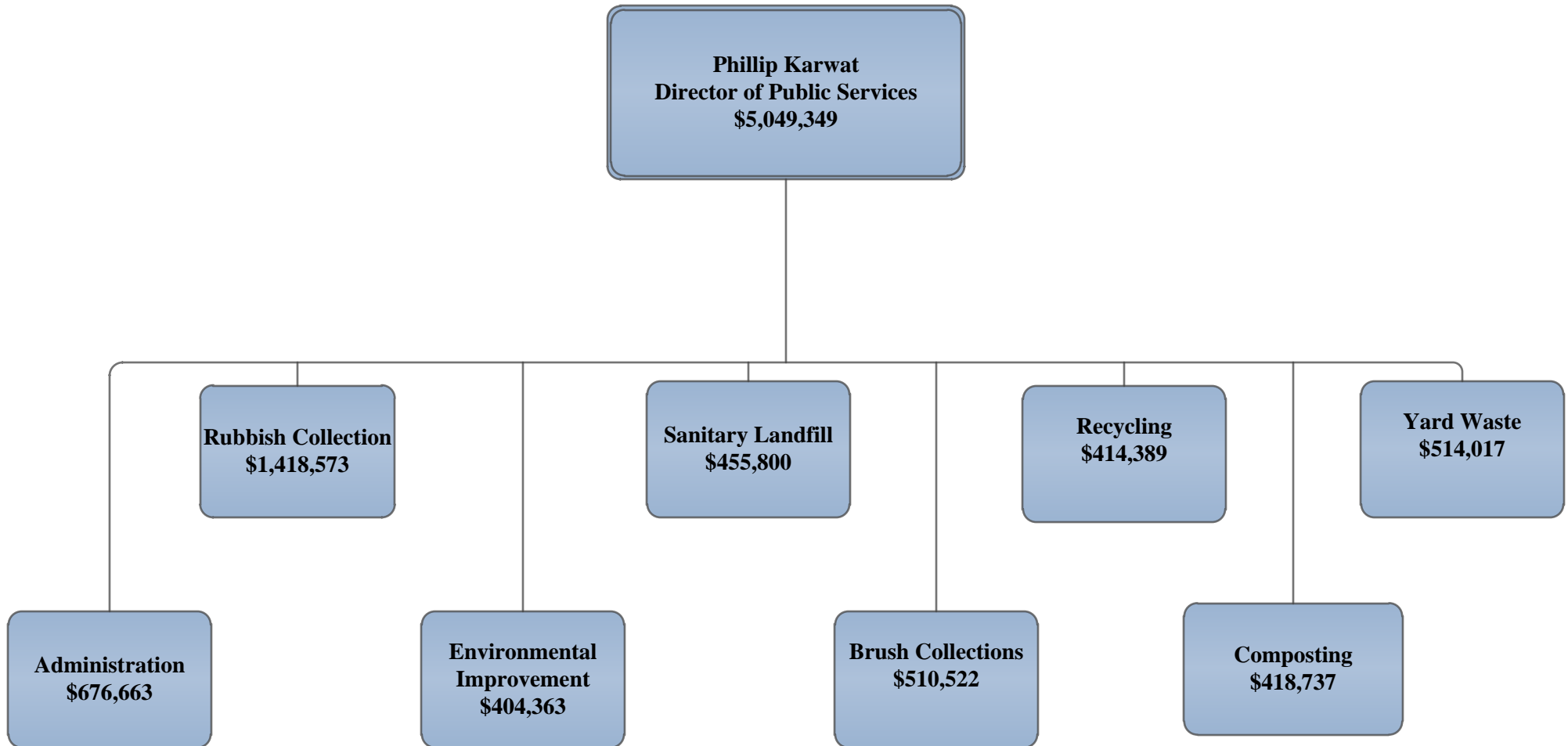
Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	122,622	Heavy Equip. Operator I	1.00	49,107
Overtime	5,000	Heavy Equip. Operator II	0.25	12,605
Add Pays	2,415	Groundskeeper I	3.40	60,910
Fringe Benefits	145,864			
		<b>Total Personnel</b>	<u>4.65</u>	<u>122,622</u>
<b>TOTAL</b>	<b><u>275,901</u></b>			
		<b>Overtime</b>		<u>5,000</u>
<b>OPERATING EXPENSES</b>				
Supplies	117,850	Standby Pay		2,415
Internal Services	28,567			
Other Services		<b>Total Add Pays</b>		<u>2,415</u>
Professional Fees	0			
Maintenance Fees	67,551			
Other Contracted Fees	0	FICA		9,687
		Healthcare Benefits - Active		62,522
<b>TOTAL</b>	<b><u>213,968</u></b>	Healthcare Benefits - Retirees		8,046
		Pension		65,609
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>Total Fringe Benefits</b>		<u>145,864</u>
<b>TOTAL</b>	<b><u>0</u></b>			
		<b>TOTAL</b>	<b><u>4.65</u></b>	<b><u>275,901</u></b>
<b>TOTAL APPROPRIATION</b>	<b><u>489,869</u></b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**203-4655 Winter Maintenance**

<b>Allocation Plan</b>		<b>Position Control</b>		
<b>PERSONNEL SERVICES</b>		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
Salaries	0			
Overtime	7,000	<b>Total Personnel</b>	0.00	0.00
Fringe Benefits	(439)			
<b>TOTAL</b>	<b>6,561</b>	<b>Overtime</b>		7,000
<b>OPERATING EXPENSES</b>		FICA		536
		Healthcare Benefits - Active		(975)
Supplies	44,000	Healthcare Benefits - Retirees		0
Internal Services	4,760	Pension		0
Other Services				
Professional Fees	0	<b>Total Fringe Benefits</b>		(439)
Maintenance Fees	40,222			
Other Contracted Fees	0			
<b>TOTAL</b>	<b>88,982</b>	<b>TOTAL</b>	<b>0.00</b>	<b>6,561</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>95,543</b>			

# CITY OF SAGINAW RUBBISH COLLECTION FUND



In FY 2022, the Rubbish Collection Fund has funds budgeted for Debt Service of \$85,138 and for Transfers of \$151,147.

**RUBBISH COLLECTIONS (226)  
RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

The Rubbish Collection Fund is considered to be a Special Revenue Fund. This fund accounts for household rubbish fees and composting fees. It also records the expenditures for rubbish collection, hauling and disposal, recycling, composting and trash pickup.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
<b>PROPERTY TAXES</b>	<b>(120,000)</b>	<b>ADMINISTRATION</b>	<b>676,663</b>
<b>SERVICES AND SALES</b>	<b>1,100</b>	<b>RUBBISH COLLECTIONS</b>	<b>1,418,573</b>
<b>CHARGE FOR SERVICES</b>	<b>2,696,988</b>	<b>ENVIRONMENTAL IMPROVEMENT</b>	<b>404,363</b>
<b>INTEREST AND RENTS</b>	<b>82,000</b>	<b>SANITARY LANDFILL</b>	<b>455,800</b>
<b>OTHER REVENUES</b>	<b>1,937,559</b>	<b>BRUSH COLLECTIONS</b>	<b>510,522</b>
<b>USE OF FUND EQUITY</b>	<b>451,702</b>	<b>RECYCLING</b>	<b>414,389</b>
		<b>COMPOSTING</b>	<b>418,737</b>
		<b>YARD WASTE</b>	<b>514,017</b>
		<b>DEBT SERVICE</b>	<b>85,138</b>
		<b>TRANSFERS</b>	<b>151,147</b>
<b>TOTAL RESOURCES</b>	<b><u>5,049,349</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>5,049,349</u></b>



## ***RUBBISH COLLECTION FUND***

### **REVENUE BUDGET SUMMARY**

Prior to the 2011/12 Budget, the City of Saginaw, under the authority of State law was able to levy a special property tax earmarked to support the cost of operating a weekly rubbish collection and disposal services. This amounted to 2.9532 mills on real and personal property. Besides having the ability to levy 2.9532 mills, the city also assessed a \$50.00 household rubbish fee, which was set by council approval.

In FY 2012, the City of Saginaw’s primary source of revenues for the Rubbish Collection Fund was changed from 2.9532 mill levy on real and personal property plus the \$50.00 household rubbish fee to a \$165 flat fee per household unit, at the approval of council. With this change in fee structure, the City provided limited recycling services and this change gave the City the ability to spread the cost equitably to citizens and businesses.

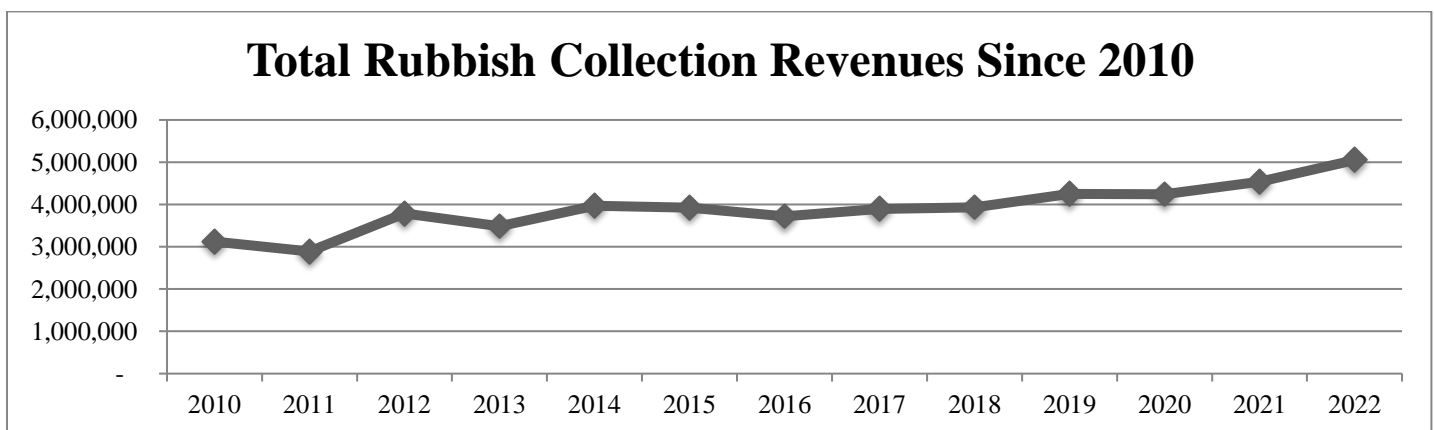
In FY 2017, the household rubbish fee was increased by \$25 from \$175 to \$200 per household unit. This increase was necessary due to the increasing cost of providing services and the continual decline in household count. In FY 2020 the fee was increased again from \$200 to \$210 and again in FY 2021 from \$210 to \$220.

The 2022 Budget for the Rubbish Collection Fund is \$5,049,349, which is an increase of \$511,169 from the FY 2021 approved budgeted levels. This increase is largely due to increased use of fund equity and a \$10 increase to the household rubbish fee from \$220 to \$230 per household unit which is necessary to meet the increasing cost of providing services.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Property Taxes	(133,318)	(42,838)	(18,560)	(116,996)	(116,996)	0	(120,000)
Services - Sales	601	3,595	(1,096)	1,300	1,300	1,069	1,100
Charge for Services	2,159,807	2,139,018	2,477,577	2,317,056	2,317,056	2,681,557	2,696,988
Interest and Rents	81,849	85,574	104,300	75,000	75,000	60,850	82,000
Other Revenues	1,820,189	2,162,229	1,841,046	1,858,585	1,884,385	243,638	1,937,559
Use of Fund Equity	0	0	0	403,235	403,235	0	451,702
<b>Total Revenues</b>	<b>3,929,128</b>	<b>4,347,578</b>	<b>4,403,267</b>	<b>4,538,180</b>	<b>4,563,980</b>	<b>2,987,114</b>	<b>5,049,349</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010-FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. Rubbish Collection revenues have been steadily increasing since fiscal year 2011. By 2012, the City switched from a system that was strictly reliant on property taxes to a flat fee which offset the loss of property tax revenues. From FY 2012 and FY 2013, the fund recorded a loss in the level of revenues due to the decrease in the revenue resources based on actual usage of the system and the appropriation of fund equity. In FY 2014, the City introduced a \$10 increase to the household rubbish fee in order to continue to provide rubbish collection services as well as an increase to the Compost Site Dumping Fee, which has led the revenues to reach \$3,972,484. In FY 2016, revenues still reflect a decline due to the decrease in fund reserves appropriated along with decreases in other source of revenues. The 2019 budget increased slightly due to an increased use of fund equity. The FY 2020 budget reflects a \$10 increase to the household fee. Even with an increase to the household rubbish fee, the fund still reflects an overall reduction due to loss of one time revenues sources as well as return on the funds from special assessments and Saginaw County. Another \$10 increase to the household fee will occur in FY 2022, which along with increased use of fund equity will result in an increase in revenues. City administration will review the revenue base for the fund for the upcoming fiscal years.

### **DETAIL REVENUES ANALYSIS**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Real Property	2,947	2,947	2,947	2,947	2,947	0	2,947
Refund of Capture	4,849	63,064	0	0	0	0	0
Personal Property	57	57	57	57	57	0	57
Personal Property - DPPT	1,607	1,529	199	0	0	186	0
Property Taxes - Chargeback	(142,778)	(110,435)	(21,763)	(120,000)	(120,000)	0	(120,000)
Chargebacks – Trash Removal	0	0	0	0	0	0	0
Abandoned Vehicles	225	1,031	(1,413)	1,000	1,000	1,069	1,000
Sale of Junk	0	0	141	0	0	0	0
Sale of Recycling Bins	376	2,564	176	300	300	0	300
Household Rubbish Fees	2,082,947	2,065,120	2,407,492	2,242,856	2,242,856	2,633,107	2,625,170
Trash Removal	7,037	5,838	3,733	4,200	4,200	9,894	3,814
Compost Site Dump Fees	69,823	68,060	66,352	70,000	70,000	38,293	65,000
Interest on Investments	824	1,811	1,723	0	0	69	0
Interest on Spec Asmts	158	7,974	11,874	0	0	0	0
Penalties on Rubbish Fees	80,867	75,789	90,703	75,000	75,000	60,850	82,000
Materials & Services	0	0	0	0	0	0	0
Install Contract Proceeds	0	343,961	0	0	0	0	0
Special Assessments – Household Rubbish	887,872	858,166	947,989	916,437	916,437	215,026	1,035,578
Special Assessments – Trash Removal	5,622	10,473	22,202	4,397	4,397	537	5,000
Sale of Property Items	0	12,020	32,440	0	25,800	25,800	0
Saginaw County – Trash Removal	3,741	17,783	15,049	6,524	6,524	0	7,995
Saginaw County Rubbish Fee	920,354	905,173	820,775	931,227	931,227	0	888,986
Reimbursement	2,600	14,653	2,591	0	0	2,275	0
Use of Fund Equity	0	0	0	403,235	403,235	0	451,702
<b>Totals</b>	<b>3,929,128</b>	<b>4,347,578</b>	<b>4,403,267</b>	<b>4,538,180</b>	<b>4,563,980</b>	<b>2,987,114</b>	<b>5,049,349</b>

## RUBBISH COLLECTION FUND

### EXPENDITURE BUDGET SUMMARY

The total Rubbish Collection Fund is \$5,049,349 for FY 2022. This is a \$511,169, or 11.26 % increase from the approved FY 2021 budgeted level. The cost of *Personnel Services* is \$19,149 or 1.31% less than the FY 2021 budgeted level. This decrease is due to a net decrease in personnel of 1.30 FTE and is partially offset by an increase in salaries, increased unfunded pension liability, an increase to active and retiree healthcare. (*The personnel complement changes are listed in detail under Summary of Positions.*) *Operating Expenses* increases by \$215,528 from the FY 2021 budget. This is largely attributable to an increase in the rate the city has to pay to Mid-Michigan Waste Authority in the Rubbish Collection division as well as for administrative services in the Rubbish Administration division. *Capital Outlay* for FY 2022 is \$424,600 and is for the replacement of a Skidsteer in the Environmental Improvement Division and a Loader and Rear Packer truck that are both split among several divisions. The category of *Miscellaneous Expenditures* is \$236,285 in FY 2022. The city continues to make payments on the installment contracts for the purchase of a loader and two plow trucks. These payments will continue through 2024. In addition, this fund makes payments on its portion of the 2015 G.O. Limited Tax Capital Improvement Bonds, \$5,962 for its share to help fund the City's OPEB liability, and is anticipated to have an additional debt service payment for the purchase of new vehicles and equipment that are needed to continue providing necessary services.

### FUNDING LEVEL SUMMARY

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
4581 Rubbish Administration	451,421	558,146	553,752	599,863	600,598	433,124	676,663
4582 Rubbish Collections	1,270,006	1,332,778	1,276,333	1,263,885	1,271,385	629,093	1,418,573
4583 Environmental Improvement	304,295	416,586	264,775	355,402	345,402	228,583	404,363
4584 Sanitary Landfill	405,374	428,402	438,832	447,800	447,800	255,246	455,800
4585 Brush Collections	281,893	232,184	302,034	343,617	344,218	208,986	510,522
4586 Recycling	386,091	233,378	315,583	395,978	395,978	231,022	414,389
4587 Composting	232,960	349,073	273,426	356,457	358,421	194,887	418,737
4588 Yard Waste	257,853	387,239	408,084	453,333	478,333	350,690	514,017
4590 Debt Services	28,383	28,383	84,904	177,063	177,063	85,065	85,138
9660 Transfer	123,576	143,354	144,677	144,782	144,782	109,084	151,147
<b>Total Expenditures</b>	<b>3,741,852</b>	<b>4,109,523</b>	<b>4,062,402</b>	<b>4,538,180</b>	<b>4,563,980</b>	<b>2,725,780</b>	<b>5,049,349</b>

### FUNDING LEVEL BY CATEGORY

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Personnel Services	1,194,044	1,123,199	1,164,174	1,464,024	1,453,024	996,081	1,444,875
Operating Expenses	2,387,345	2,542,225	2,584,156	2,728,061	2,723,411	1,522,269	2,943,589
Capital Outlay	8,504	272,362	84,491	24,250	65,700	13,281	424,600
Miscellaneous	151,959	171,737	229,581	321,845	321,845	194,149	236,285
<b>Total Expenditures</b>	<b>3,741,852</b>	<b>4,109,523</b>	<b>4,062,402</b>	<b>4,538,180</b>	<b>4,563,980</b>	<b>2,725,780</b>	<b>5,049,349</b>

**SUMMARY OF POSITIONS**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
4581 Rubbish Administration	1.15	1.05	1.05	0.85	0.85	0.85	1.05
4583 Environmental Improvement	5.10	5.10	4.10	4.00	4.00	4.00	4.00
4585 Brush Collections	2.60	2.40	1.00	2.10	2.10	2.10	2.80
4586 Recycling	3.10	1.60	1.95	1.95	1.95	1.95	1.65
4587 Composting	0.12	0.87	0.87	0.87	0.87	0.87	0.87
4585 Yard Waste	2.10	2.70	3.75	3.95	3.95	3.95	2.05
<b>Total Positions</b>	<b>14.17</b>	<b>13.72</b>	<b>12.72</b>	<b>13.72</b>	<b>13.72</b>	<b>13.72</b>	<b>12.42</b>

The total Rubbish Collection Fund personnel complement for FY 2022 is 12.42 FTE. This is a decrease of 1.30 FTE.

Changes are described as follows:

- The Rubbish Administration Division will increase by a 0.20 FTE due to the addition of 0.15 FTE for a ROW Foreman – Streets and 0.15 FTE for a Heavy Equipment Operator III. These increases are partially offset by the reduction of 0.10 FTE of an Office Assistant II.
- The Brush Collection division increases 0.70 FTE from the previous fiscal year. There is an increase 0.70 FTE of a Brush Collector.
- The Recycling division decreases 0.30 FTE due to the reduction of 0.40 FTE of an Office Assistant II. This is partially offset by an increase of 0.10 FTE for a Packer Operator.
- The Yard Waste division decreases by a net 1.90 FTE. This is due to the reallocation of 0.10 FTE of a Packer Operator, 0.40 FTE of an Office Assistant II, and 1.40 FTE of Brush Collectors out of this division.

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How To Use the Budget Document” for better clarification of the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**226-4581 Rubbish Collection Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	74,763	Director of Public Services	0.10	12,258
Overtime	500	Deputy Dir. Public Svcs.	0.10	11,054
Add Pays	3,621	Chief ROW Foreman	0.30	22,192
Fringe Benefits	264,003	ROW Foreman, Streets	0.30	17,133
		Heavy Equip. Operator III	0.15	8,210
		Administrative Professional	0.10	3,916
<b>TOTAL</b>	<b>342,887</b>	<b>Total Personnel</b>	<b>1.05</b>	<b>74,763</b>
<b>OPERATING EXPENSES</b>				
Supplies	1,000	<b>Overtime</b>		500
Internal Services	164,337			
Other Services		Standby Pay		3,121
Professional Fees	125,977	Education Bonus		250
Maintenance Fees	60	Car Allowance		250
Other Contracted Fees	42,402			
<b>TOTAL</b>	<b>333,776</b>	<b>Total Add Pays</b>		<b>3,621</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	FICA		6,056
		Healthcare Benefits - Active		24,559
<b>TOTAL</b>	<b>0</b>	Healthcare Benefits - Retirees		186,639
		Pension		46,749
<b>TOTAL APPROPRIATION</b>	<b>676,663</b>	<b>Total Fringe Benefits</b>		<b>264,003</b>
		<b>TOTAL</b>	<b>1.05</b>	<b>342,887</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**226-4582 Rubbish Collection**

Allocation Plan		Position Control	
PERSONNEL SERVICES		JOB CLASSIFICATION	2021/ 2022 BUDGET    ALLOCATION
Salaries	0		
Overtime	17,644	<b>Total Personnel</b>	<u>0.00</u> <u>0</u>
Fringe Benefits	1,350		
<b>TOTAL</b>	<u><b>18,994</b></u>	<b>Overtime</b>	<u>17,644</u>
<b>OPERATING EXPENSES</b>		FICA	1,350
Supplies	1,500	Healthcare Benefits - Active	0
Internal Services	11,845	Healthcare Benefits - Retirees	0
Other Services		Pension	0
Professional Fees	1,299,226	<b>Total Fringe Benefits</b>	<u>1,350</u>
Maintenance Fees	10,000		
Other Contracted Fees	7,408	<b>TOTAL</b>	<u><u><b>0.00</b></u></u> <u><u><b>18,994</b></u></u>
<b>TOTAL</b>	<u><b>1,329,979</b></u>		
<b>CAPITAL OUTLAY</b>	69,600		
<b>TOTAL</b>	<u><b>69,600</b></u>		
<b>TOTAL APPROPRIATION</b>	<u><u><b>1,418,573</b></u></u>		

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**226-4583 Environmental Improvement**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	116,785	Office Assistant III	1.00	42,364
Overtime	1,000	Environmental Enforcement		
Fringe Benefits	134,321	Officer	1.00	35,837
		Skilled Laborer II (PT)	2.00	38,584
<b>TOTAL</b>	<b>252,106</b>	<b>Total Personnel</b>	<b>4.00</b>	<b>116,785</b>
<b>OPERATING EXPENSES</b>				
		<b>Overtime</b>		<b>1,000</b>
Supplies	7,850			
Internal Services	80,377			
Other Services		FICA		9,202
Professional Fees	3,000	Healthcare Benefits - Active		39,282
Maintenance Fees	10,030	Healthcare Benefits - Retirees		14,841
Other Contracted Fees	0	Pension		70,996
<b>TOTAL</b>	<b>101,257</b>	<b>Total Fringe Benefits</b>		<b>134,321</b>
<b>CAPITAL OUTLAY</b>	<b>51,000</b>	<b>TOTAL</b>	<b>4.00</b>	<b>252,106</b>
<b>TOTAL</b>	<b>51,000</b>			
<b>TOTAL APPROPRIATION</b>	<b>404,363</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**226 - 4585 Brush Collections**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	125,010	Tree Trimmer III	0.20	10,141
Overtime	5,000	Tree Trimmer II	0.40	19,520
Fringe Benefits	172,580	Tree Trimmer I	0.40	19,247
		Laborer II - Streets	0.40	16,843
		Brush Collector	1.40	59,259
<b>TOTAL</b>	<b>302,590</b>			
			<b>Total Personnel</b>	<b>125,010</b>
<b>OPERATING EXPENSES</b>				
Supplies	13,900	<b>Overtime</b>		5,000
Internal Services	29,521			
Other Services				
Professional Fees	718	FICA		9,985
Maintenance Fees	63,493	Healthcare Benefits - Active		61,998
Other Contracted Fees	300.00	Healthcare Benefits - Retirees		0
		Pension		100,597
<b>TOTAL</b>	<b>107,932</b>			
			<b>Total Fringe Benefits</b>	<b>172,580</b>
<b>CAPITAL OUTLAY</b>	100,000			
<b>TOTAL</b>	<b>100,000</b>	<b>TOTAL</b>	<b>2.80</b>	<b>302,590</b>
<b>TOTAL APPROPRIATION</b>	<b>510,522</b>			



**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

226 - 4586 Recycling

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	69,007	Packer Operator	1.45	61,175
Overtime	5,000	Administrative Professional	0.20	7,832
Fringe Benefits	111,204			
		<b>Total Personnel</b>	<u>1.65</u>	<u>69,007</u>
<b>TOTAL</b>	<u><b>185,211</b></u>			
<b>OPERATING EXPENSES</b>				
		<b>Overtime</b>		<u>5,000</u>
Supplies	16,600	FICA		5,662
Internal Services	36,507	Healthcare Benefits - Active		46,743
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	70,651	Pension		58,799
Maintenance Fees	69,420			
Other Contracted Fees	0	<b>Total Fringe Benefits</b>		<u>111,204</u>
<b>TOTAL</b>	<u><b>193,178</b></u>			
		<b>TOTAL</b>	<u><u><b>1.65</b></u></u>	<u><u><b>185,211</b></u></u>
<b>CAPITAL OUTLAY</b>	36,000			
<b>TOTAL</b>	<u><b>36,000</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>414,389</b></u></u>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**226-4587 Composting**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	42,243	Compost Site Operator	0.75	37,544
Overtime	8,000	Administrative Professional	0.12	4,699
Fringe Benefits	76,692			
		<b>Total Personnel</b>	0.87	42,243
<b>TOTAL</b>	<b>126,935</b>			
		<b>Overtime</b>		8,000
<b>OPERATING EXPENSES</b>				
Supplies	43,606	FICA		3,844
Internal Services	22,310	Healthcare Benefits - Active		24,212
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	65,034	Pension		48,636
Maintenance Fees	100,852			
Other Contracted Fees	0	<b>Total Fringe Benefits</b>		76,692
<b>TOTAL</b>	<b>231,802</b>			
		<b>TOTAL</b>	<b>0.87</b>	<b>126,935</b>
<b>CAPITAL OUTLAY</b>	60,000			
<b>TOTAL</b>	<b>60,000</b>			
<b>TOTAL APPROPRIATION</b>	<b>418,737</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

226-4588 Yard Waste

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	85,275	Packer Operator	1.65	69,022
Overtime	6,000	Administrative Professional	0.20	7,832
Fringe Benefits	124,877	Laborer II - Streets	0.20	8,422
<b>TOTAL</b>	<b>216,152</b>	<b>Total Personnel</b>	<b>2.05</b>	<b>85,275</b>
<b>OPERATING EXPENSES</b>		<b>Overtime</b>		<b>6,000</b>
Supplies	24,250	FICA		6,983
Internal Services	57,512	Healthcare Benefits - Active		44,885
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	768	Pension		73,009
Maintenance Fees	107,335	<b>Total Fringe Benefits</b>		<b>124,877</b>
Other Contracted Fees	0			
<b>TOTAL</b>	<b>189,865</b>	<b>TOTAL</b>	<b>2.05</b>	<b>216,152</b>
<b>CAPITAL OUTLAY</b>	108,000			
<b>TOTAL</b>	<b>108,000</b>			
<b>TOTAL APPROPRIATION</b>	<b>514,017</b>			

**PUBLIC SAFETY FUND (205)  
RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

The Public Safety Fund was established to account for the tax levy proceeds on the special property tax earmarked to support Police and Fire services.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
PROPERTY TAXES	2,872,900	CPS - POLICE PATROL	2,092,673
		CPS - FIRE SUPPRESSION	780,227
<b>TOTAL RESOURCES</b>	<b><u>2,872,900</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>2,872,900</u></b>

## ***PUBLIC SAFETY FUND***

### **REVENUE BUDGET SUMMARY**

The Public Safety Fund is considered to be a Special Revenue Fund of the City. In May of 2006, the City approved a 6 mill levy on real property taxes to support Police and Fire services. This levy was essential at that time. Without it, the City was faced with reducing services by 51 Police and Fire individuals due to the lack of general fund revenues. Although the 6 mills were passed, the General Fund had to provide a subsidy for the police and fire pension contribution. Also, at that time, the City promised the citizens that during the duration of this Public Safety millage, the City would maintain the same level of personnel in the fund. The City kept its promise.

Five years later, in November of 2010, the City petitioned the electorate again for a renewal of the 6 mills with an additional 1.5 mills. Again, the electorate approved the Public Safety millage at its new level. The General Fund continues to provide a subsidy to this fund for unfunded pension contributions. However, the same promise was not given with this new millage. In fact, the electorate was advised that the same level of sworn personnel will not be maintained.

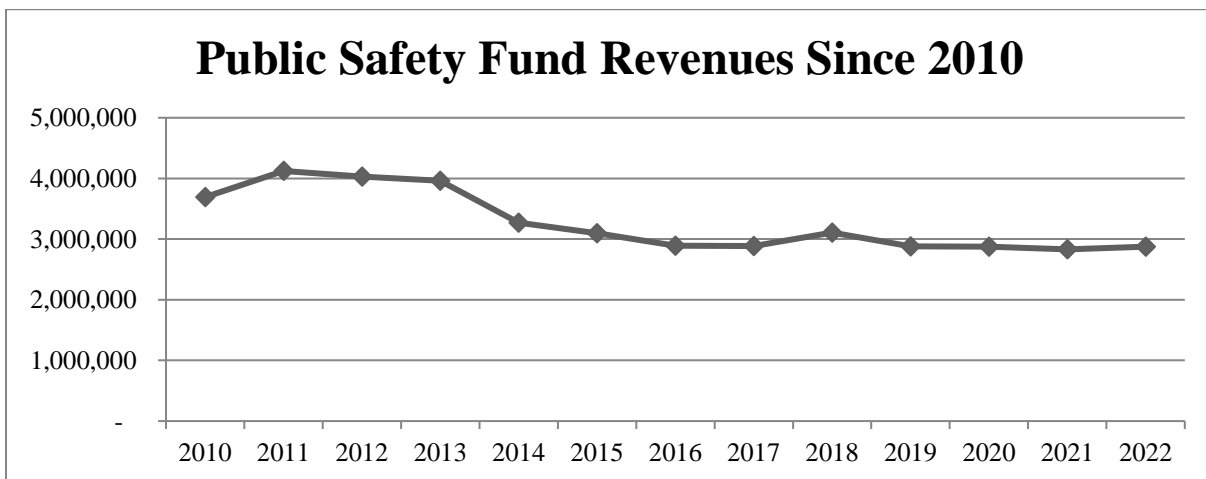
In March 2020, the City petitioned again, the electorate for a renewal of the 6 mills with an additional 1.5 mills. The electorate approved the Public Safety millage at the same level. The General fund may have to continue to provide a subsidy to this fund, especially as it relates to the pension and unfunded pension obligation. The term of the renewed millage will be FY 2021 – FY 2025.

For FY 2022, the Public Safety Fund’s revenues are \$2,872,900. This is an increase of \$42,348 from the previous fiscal year’s budget. This increase is largely due to an increase in real property tax revenues and real property IFT.

### **SUMMARY OF REVENUES**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Property Taxes	2,880,720	2,878,640	2,874,984	2,830,552	2,830,552	564,355	2,872,900
Use of Fund Equity	0	0	0	0	0	0	0
Transfers	228,680	0	0	0	0	0	0
<b>Total Revenues</b>	<b>3,109,400</b>	<b>2,878,640</b>	<b>2,874,984</b>	<b>2,830,552</b>	<b>2,830,552</b>	<b>564,355</b>	<b>2,872,900</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. The sharp incline in FY 2011 is attributable to the infusion of over \$1.17 million in subsidy from the General Fund due to the decline in real property tax values as well as the recognition of \$123,521 of a chargeback from the County. The 2012 Budget reflects a decline from FY 2011 due to the decline in the assessed real property tax values even though the City was able to renew the special millage at 7.5 mills. FY 2013 continues the same trend of a steady decline in real property tax values. In FY 2014, the City realized a \$3.19 million in revenues. The revenues that were realized were not sufficient to cover the total 51 sworn personnel complement. Therefore, in FY 2014, 33 employees were allocated to this fund. This level of personnel is based on the amount of revenues that the real property tax levy can generate. In FY 2015, the real property values continued to trend downward. In FY 2015, revenues decreased \$95,566 from the previous fiscal year. Because of the downward trend, the General Fund had to provide a subsidy to cover the fund in the amount of \$51,536. In FY 2016, revenues continued to decline to \$2,932,615. As in the previous fiscal year, the FY 2017 budget reflected the continuous decline in property tax revenues. The budget reflected that FY 2017 was \$126,500 more. This was to recognize the fund balance amount that was transferred to the General Fund to support police and fire services. The 2017/2018 approved budget reflects a slight increase from the previous fiscal year due to different variables. It is important to note that the increase is attributable to the appropriation of fund equity and its condition. The FY 2018/19 budget for the Public Safety Millage Fund reflects a slight decrease due to a reduction in real property tax revenues. The FY 2019/20 budget reflect a reduction in revenues. This is attributable to a reduction in real property tax revenues. The FY 2020/21 budget reflect a \$37,543 increase. This increase is attributable to a project increase to real property tax revenues as well as in the real property tax IFT funds. Similar to FY 2020/21, FY 2021/22 continues to show a \$42,348 increase in real property tax revenues as well as in the real property tax IFT funds.

**EXPENDITURE BUDGET SUMMARY**

The Public Safety Fund expenditures are \$2,872,900 for FY 2022. *Personnel Services* is a net \$42,348 from FY 2021. This increase in personnel services is directly associated with this funds ability to cover all costs of 30 employees. This fund is reflective of the 2% across the board increase, increase to active healthcare and some pension cost. In addition, the majority of the pension liability has also been transferred to Community Public Safety – Police and Fire in the General Fund. *(The personnel complement changes are listed in detail under Summary of Positions.)*

**FUNDING LEVEL SUMMARY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
3511 CPS - Police Patrol	2,045,259	1,825,245	1,834,636	1,967,961	1,967,961	1,465,344	2,092,673
3551 CPS - Fire Suppression	1,173,280	1,053,569	917,606	862,591	862,591	524,843	780,227
9660 Transfers	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>3,218,539</b>	<b>2,878,814</b>	<b>2,752,242</b>	<b>2,830,552</b>	<b>2,830,552</b>	<b>1,990,187</b>	<b>2,872,900</b>

**FUNDING LEVEL BY CATEGORY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Personnel Services	3,218,539	2,878,814	2,752,242	2,830,552	2,830,552	1,990,187	2,872,900
Operating Expenses	0	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>3,218,539</b>	<b>2,878,814</b>	<b>2,752,242</b>	<b>2,830,552</b>	<b>2,830,552</b>	<b>1,990,187</b>	<b>2,872,900</b>

**SUMMARY OF POSITIONS**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
3511 CPS - Police Patrol	21.00	21.00	20.00	20.00	20.00	20.00	20.00
3551 CPS - Fire Suppression	11.00	11.00	10.00	10.00	10.00	10.00	10.00
<b>Total Positions</b>	<b>32.00</b>	<b>32.00</b>	<b>30.00</b>	<b>30.00</b>	<b>30.00</b>	<b>30.00</b>	<b>30.00</b>

The total personnel complement for the 2022 budget is 30.00 FTE. This is the same as the previous fiscal year.

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/22 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How to Use the Budget Document” for better clarification of the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**205-3511 CPS - Police Patrol**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	1,196,950	Police Officer	20.00	1,196,950
Overtime	171,539			
Add Pays	23,900	<b>Total Personnel</b>	20.00	1,196,950
Fringe Benefits	700,284			
<b>TOTAL</b>	<b>2,092,673</b>	<b>Overtime</b>		171,539
<b>OPERATING EXPENSES</b>				
		Education Bonus		12,500
		Equipment Allowance		11,400
Supplies	0			
Internal Services	0	<b>Total Add Pays</b>		23,900
Other Services				
Professional Fees	0			
Maintenance Fees	0	FICA		20,285
Other Contracted Fees	0	Healthcare Benefits - Active		398,371
<b>TOTAL</b>	<b>0</b>	Healthcare Benefits - Retirees		0
		Pension - Sworn		281,628
		<b>Total Fringe Benefits</b>		700,284
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>20.00</b>	<b>2,092,673</b>
<b>TOTAL APPROPRIATION</b>	<b>2,092,673</b>			



**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**205-3551 CPS - Fire Suppression**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	433,988	Firefighter	10.00	433,988
Overtime	50,000			
Add Pays	12,200	<b>Total Personnel</b>	<u>10.00</u>	<u>433,988</u>
Fringe Benefits	284,039			
<b>TOTAL</b>	<u><b>780,227</b></u>	<b>Overtime</b>		<u>50,000</u>
<b>OPERATING EXPENSES</b>				
		Food/Clothing Allowance		12,000
		Fire Certification		200
Supplies	0			
Internal Services	0	<b>Total Add Pays</b>		<u>12,200</u>
Other Services				
Professional Fees	0			
Maintenance Fees	0	FICA		7,231
Other Contracted Fees	0	Healthcare Benefits - Active		189,087
<b>TOTAL</b>	<u><b>0</b></u>	Healthcare Benefits - Retirees		0
		Pension - Sworn		87,721
		<b>Total Fringe Benefits</b>		<u>284,039</u>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<u><b>0</b></u>	<b>TOTAL</b>	<u><b>10.00</b></u>	<u><b>780,227</b></u>
<b>TOTAL APPROPRIATION</b>	<u><u><b>780,227</b></u></u>			

**PUBLIC SAFETY GRANTS  
RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

Public Safety Grant Funds are funds that account for Federal and State funding received by the City for law enforcement activities. Activities include: community policing, law enforcement training, drug enforcement activities, engagement of the youth to enhance self-esteem and self-awareness, reduction of violent crime within the community, and prevention and investigation of automobile thefts within the community and county.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
POLICE TRAINING FUND	9,000	POLICE TRAINING FUND	9,000
DEPT OF JUSTICE GRANT	0	DEPT OF JUSTICE GRANT	0
DRUG FORFEITURE FUND	31,000	DRUG FORFEITURE FUND	31,000
SAGINAW COUNTY TAPS	5,000	SAGINAW COUNTY TAPS	5,000
POLICE ELERV GRANT	0	POLICE ELERV GRANT	0
POLICE JUSTICE GRANT	462,229	POLICE JUSTICE GRANT	462,229
COVID EMERGENCY SUPPL. FUND	150,000	COVID EMERGENCY SUPPL. FUND	150,000
<b>TOTAL RESOURCES</b>	<b><u>657,229</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>657,229</u></b>

## **COMMUNITY POLICING FUND**

### **REVENUE BUDGET SUMMARY**

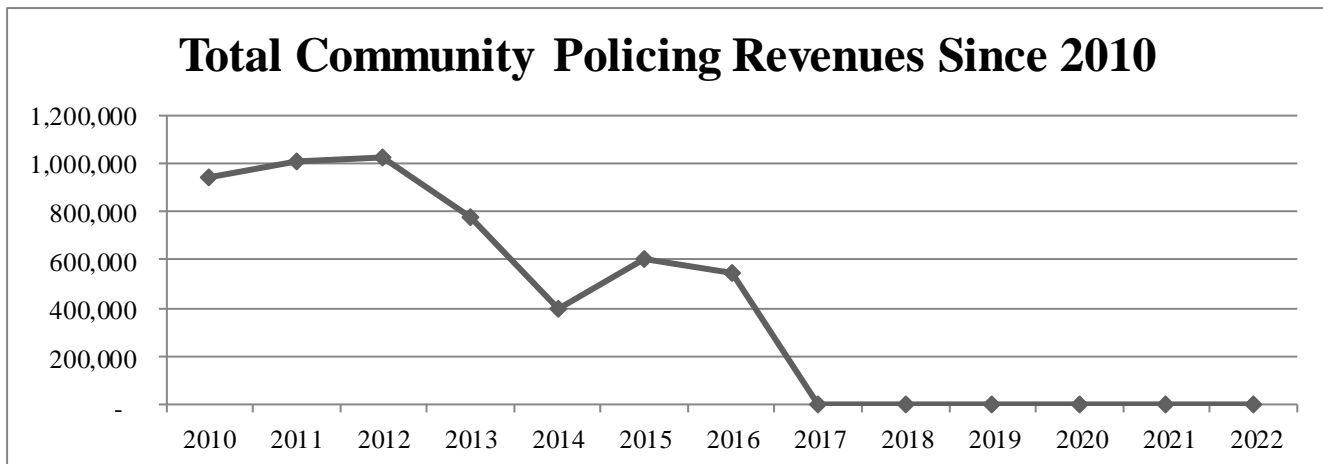
The Community Policing Fund accounts for revenues and expenditures of police officers assigned to various city neighborhoods. These programs and technologies provide residents with a greater sense of protection and provide the opportunity to develop and implement problem-solving strategies in their neighborhoods.

For FY 2022, the Community Policing Fund revenues are \$0. This is consistent with FY 2018 through FY 2021 because the fund is no longer a standalone fund and must be reflected in the general fund. This reduction is due primarily to this fund’s inability to be self-supporting; in addition, a major source of revenue was transfers from other funds.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Grants	0	0	0	0	0	0	0
Interest	84	0	0	0	0	0	0
Other Revenues	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0
<b>Total Revenues</b>	<b>84</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. Over the past 13 years, revenues for Community Policing have changed dramatically. These monies have been dependent on funding received for grant activities as it related to Community Policing services. In FY 2009, the City received the first grant, Weed-N-Seed Grant. This grant allowed the City to provide assistance to the neighborhood groups and work with other non-profit agencies, such as Parishioners on Patrol, to strengthen law enforcement efforts all over the City. Simultaneously, the Crime Technology Grant was received that year. Also, in FY 2010 – FY 2011, the City received the COPS Hiring Grant, a Federal grant that added five new officers to the sworn personnel complement. This was a regressive grant that required the City to pay for 100% of the personnel cost in the fifth year. In FY 2012, revenues began to decline steadily. The City realized a reduction in the Weed-N-Seed and Crime Technology Grant allocations. In FY 2013, revenues continued to decline due to the maturity of the COPS Hiring Grant. Additionally in FY

2013, the CDBG allocation was decreased based on reductions in the federal entitlement allocation. The 2014 revenue budget for this fund reflects an even steeper reduction to revenues. This reduction was realized in the reduced CDBG allocations due to the Federal sequester. The General Fund had to provide a larger subsidy to cover 1.50 FTE of a Community Police Officer. In FY 2015, the CDBG allocation is even less than the sequester levels; as a result, the City will be reconfiguring the manner in which it provides community policing services. Beginning in FY 2015, community police officers were stationed at the Raptor Center and provided coverage to Celebration Park and Water Treatment facilities. Because of the change in the manner in which they are providing services, the Water Operation and Maintenance Fund provides funding for one officer. The General Fund will continue to provide a larger subsidy because of the reduction in CDBG appropriations. The FY 2016 Community Policing revenues are \$52,338 less than the previous year. This is attributable to a reduction in the amount of funds that will be appropriated from the general fund. This is caused by the reallocation of lesser senior staff into this fund. From FY 2017 through 2022, Community Policing will be recognized in the General Fund.

**EXPENDITURE BUDGET SUMMARY**

The total Community Policing Fund expenditures are \$0 for FY 2022. This is consistent with 2020 budgeted levels because this fund is no longer in use. This reduction is due to the fund’s inability to be self-sustaining as well as the major sources of revenues being transfers from other funds. Because of this, the City Auditor requires that this fund be allocated to the General Fund.

**FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
3320 Community Policing	0	0	0	0	0	0	0
3327 Shotspotter	0	0	0	0	0	0	0
3328 COPS Hiring Grant	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SUMMARY OF POSITIONS**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
3320 Community Policing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3328 COPS Hiring Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Positions</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

The total Community Policing Fund’s personnel complement is zero FTE for FY 2022. These individual positions have been moved to the General Fund.

## ***POLICE TRAINING FUND***

### **REVENUE BUDGET SUMMARY**

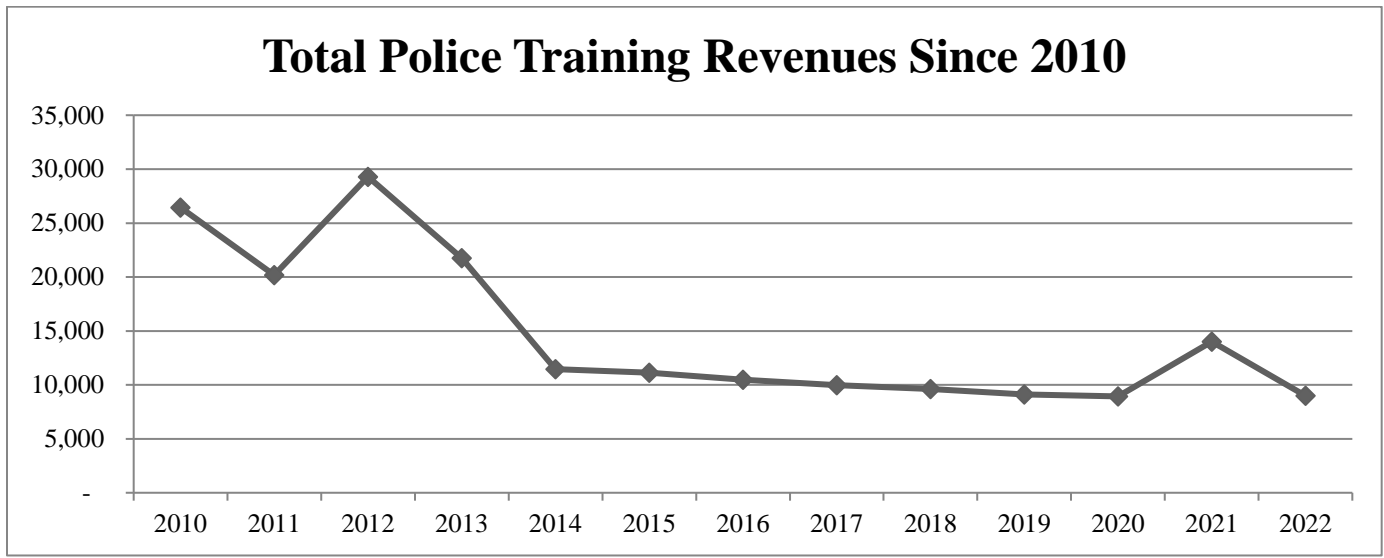
The Police Training Fund accounts for allocations received from the State of Michigan pursuant to Act 302 of the Public Act of 1982. These monies are disbursed twice a year based on the number of sworn police officers. These funds can only be expended for direct costs of criminal justice training of police officers. The major revenue source for this fund is State grants. Funding is received on a reimbursement basis.

The 2021/2022 budget revenues for the Police Training Fund are \$9,000. This is a \$5,000 reduction from the approved 2021 budgeted levels. This decrease is a result of historical trends of only spending around \$9,000.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
State Grants	9,600	9,107	8,925	14,000	14,000	3,190	9,000
Interest and Rents	15	19	9	0	0	0	0
Transfers	0	0	0	0	0	0	0
<b>Total Revenues</b>	<b>9,615</b>	<b>9,126</b>	<b>8,934</b>	<b>14,000</b>	<b>14,000</b>	<b>3,190</b>	<b>9,000</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. The revenues in this fund fluctuate based on grant availability, the amount of police training given during the course of the year, and the number of sworn personnel. For FY 2022, a decision was made to reduce the proposed allocation based on historical trends.

**EXPENDITURE BUDGET SUMMARY**

The total Police Training Fund expenditures are \$9,000 for FY 2022. No *Personnel Services* have been allocated to this fund. *Operating Expenses* make up the budget for this fund. For FY 2022, the operating budget will comprise of allocations for training and development and travel meals and lodging. No monies are allocated for *Capital Outlay*.

**FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
3323 Police Training	9,732	9,126	18,313	14,000	14,000	3,190	9,000
<b>Total Expenditures</b>	<b>9,732</b>	<b>9,126</b>	<b>18,313</b>	<b>14,000</b>	<b>14,000</b>	<b>3,190</b>	<b>9,000</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	9,732	9,126	18,313	14,000	14,000	3,190	9,000
Capital Outlay	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>9,732</b>	<b>9,126</b>	<b>18,313</b>	<b>14,000</b>	<b>14,000</b>	<b>3,190</b>	<b>9,000</b>

**DEPARTMENT OF JUSTICE – JUSTICE ASSISTANCE GRANT FUND**

**REVENUE BUDGET SUMMARY**

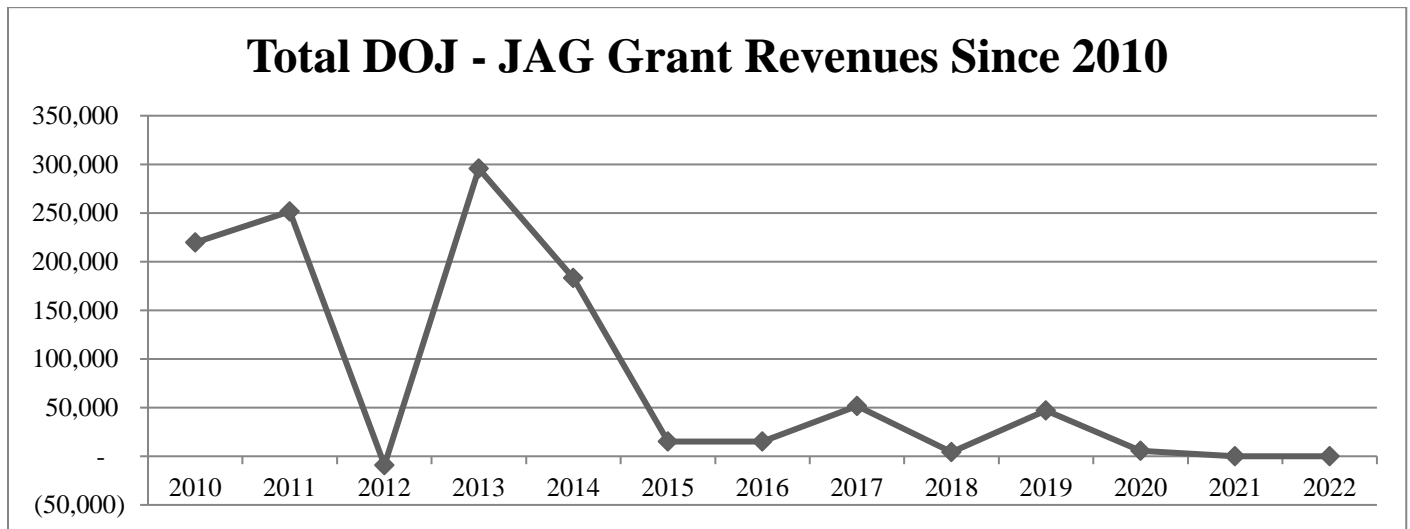
The Department of Justice (DOJ) – Justice Assistance Grant (JAG) Fund accounts for revenues and expenditures related to various projects that provide better service and fight crime in the community as approved by the United States DOJ. This funding allocation is based on the community’s violent crime statistics. In addition, these monies are shared with surrounding municipalities and the county. What is listed in the budget is strictly the City’s portion. Moreover, the county is the fiduciary agency and is responsible for recording all expenditure activities.

The 2022 budget for the DOJ – JAG is \$0. This represents the same amount budgeted in FY 2021. Generally, the city has budgeted to receive these funds after the budget has been approved by city council. In July/August, the city is notified of the award.

**SUMMARY OF REVENUES**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Grants	0	33,590	0	0	85,918	58,928	0
Interest	67	19	30	0	0	0	0
Other Revenue	4,350	13,516	5,520	0	30,672	30,672	0
Decrease of Fund Equity	0	0	0	0	82,311	0	0
Transfers	0	0	0	0	0	0	0
<b>Total Revenues</b>	<b>4,417</b>	<b>47,125</b>	<b>5,550</b>	<b>0</b>	<b>198,901</b>	<b>89,600</b>	<b>0</b>

**REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. Revenues for this fund are dependent on what the federal government allocates to the municipality. In FY 2010, the City received stimulus monies from the Department of Justice. These monies were expected to be spent on law enforcement activities outlined by the Federal government. The 2011 budget reflected the addition of the Regular 2010 JAG Grant and the remaining stimulus monies. By FY 2012, revenues decreased due to the utilization of the stimulus monies in prior years. For FY 2013, revenues increased significantly from the previous fiscal year due to the extra



appropriation of federal dollars to the City that was utilized during this fiscal year. In 2014, the City continued to utilize these funds from previous fiscal years and was awarded the Alcona County Homeland Security grant to purchase the I-robot. The FY 2015 and 2016 budget remained the same as FY 2013, as the City was not aware of how the grant would be for the next year. For FY 2017, the city only recognized the remaining balance of the 2015 DOJ – JAG appropriation. The FY 2018 was budgeted at zero since the previous year’s allocations were spent during FY 2017. The FY 2019 through FY 2022 budgets reflect to be zero based on questionable revenues that may be received from the federal government.

**EXPENDITURE BUDGET SUMMARY**

The total DOJ – JAG Grant expenditures are \$0 for FY 2022, which is the same as the previous fiscal year. There are no *Personnel Services* in this fund. No funds are allocated towards *Operating Expenses* and *Capital Outlay*.

**FUNDING LEVEL SUMMARY**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
3336 DOJ Grant (2017)	0	33,590	0	0	0	0	0
3337 DOJ Grant (2018)	0	0	0	0	84,145	53,779	0
3338 DOJ Grant (2019)	0	0	0	0	57,094	28,562	0
3339 DOJ Grant (2020)	0	0	0	0	57,662	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>33,590</b>	<b>0</b>	<b>0</b>	<b>198,901</b>	<b>82,341</b>	<b>0</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0	0
Capital Outlay	0	33,590	0	0	198,901	82,341	0
<b>Total Expenditures</b>	<b>0</b>	<b>33,590</b>	<b>0</b>	<b>0</b>	<b>198,901</b>	<b>82,341</b>	<b>0</b>

## ***DRUG FORFEITURE GRANT FUND***

### **REVENUE BUDGET SUMMARY**

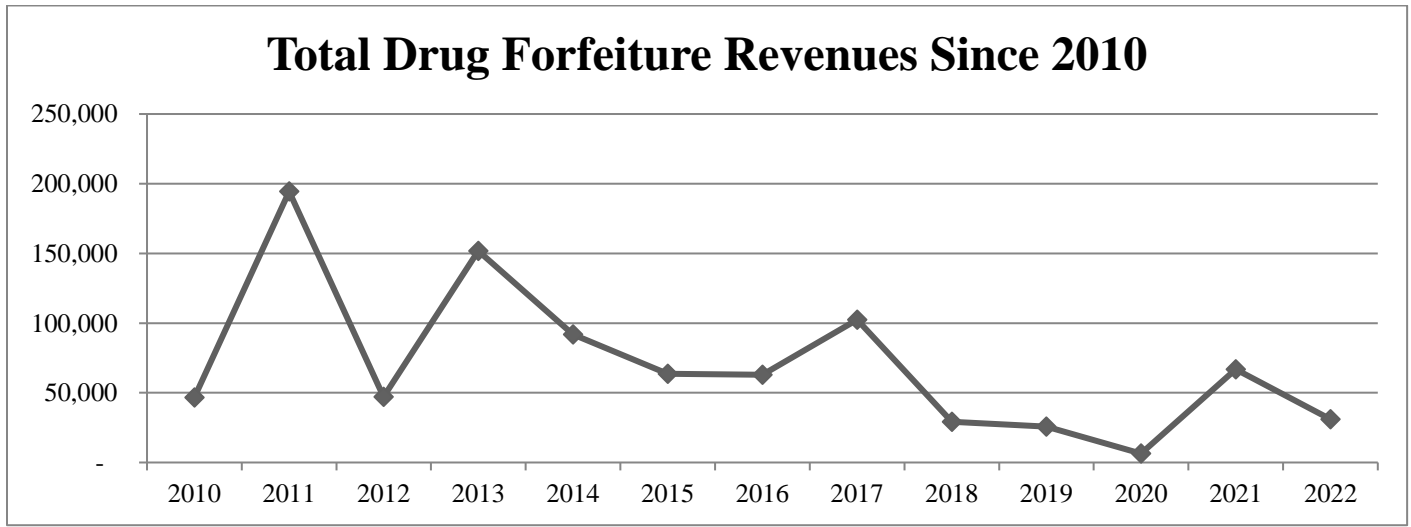
The Drug Forfeiture Fund accounts for all revenues and expenditures received from the forfeiture of cash and property seized during a drug raid. The major revenue sources for the Drug Forfeiture Fund are fines along with Federal and State forfeitures. After a drug raid, the City turns over these monies to the judicial system as evidence in prosecution. Afterwards, these monies are released back to the City and are utilized to offset the cost of drug enforcement activities.

The 2022 proposed budget for this fund is \$31,000. This is a 53.70% reduction from the previous fiscal year. This decrease is a direct result of a reduction in the appropriation of available fund balance.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Fines and Forfeitures	5,194	2,503	0	0	0	0	0
Interest and Rents	1,365	2,670	2,154	1,000	1,000	211	1,000
Other Revenues	22,590	20,671	4,239	0	5,276	9,781	0
Use of Fund Equity	22,505	0	0	65,956	65,956	0	30,000
<b>Total Revenues</b>	<b>51,654</b>	<b>25,844</b>	<b>6,393</b>	<b>66,956</b>	<b>72,232</b>	<b>9,992</b>	<b>31,000</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. In FY 2010, a large appropriation of forfeiture fund that was utilized. In March of 2011, the City received approximately \$170,421 in monies from a federal forfeited case. The FY 2012 actual revenues received were actually the lowest since 2007. This is due to the reduction in forfeited funds. In FY 2013, the City realized an upward trend in revenues due to the large appropriation of reserves. By FY 2014, revenues decreased 39.43%. This is due to a decrease in the amount utilized from fund reserves to cover the estimated expenditures. The FY 2015 budget also reflected a significant decrease of 18.27%. This decrease was due to no funds being appropriated for state and federal forfeited properties. The 2016 budget decreased \$660 from the previous fiscal year due to the amount of funds that were utilized to balance the fund. The FY 2017 budget was projected to be the same as FY 2016. The FY 2018 budget reflects

a slight decrease due to the amount of funds appropriated from reserves. FY 2019 through FY 2021 revenues will remain the same. For FY 2022, the proposed budget realizes a reduction of \$35,956. This primarily attributable to a reduction in the use of fund equity.

**EXPENDITURE BUDGET SUMMARY**

The total Drug Forfeiture Fund expenditures are \$31,000 for FY 2022. No monies will be appropriated for *Personnel Services*. *Operating Expenses* will be \$25,000 for the upcoming year. The most significant decrease will be realized in parts and supplies. The category of *Capital Outlay* will be \$6,000 for next fiscal year. This appropriation is for continued purchase and repairs of electronics and cameras.

**FUNDING LEVEL SUMMARY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
3040 Drug Forfeiture	51,654	29,838	75,124	66,956	72,232	15,844	31,000
<b>Total Expenditures</b>	<b>51,654</b>	<b>29,838</b>	<b>75,124</b>	<b>66,956</b>	<b>72,232</b>	<b>15,844</b>	<b>31,000</b>

**FUNDING LEVEL BY CATEGORY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	19,561	26,988	70,739	56,956	62,232	12,854	25,000
Capital Outlay	32,093	2,850	4,385	10,000	10,000	2,990	6,000
<b>Total Expenditures</b>	<b>51,654</b>	<b>29,838</b>	<b>75,124</b>	<b>66,956</b>	<b>72,232</b>	<b>15,844</b>	<b>31,000</b>

## SAGINAW COUNTY TREATMENT AND PREVENTION SERVICES (TAPS) FUND

### REVENUE BUDGET SUMMARY

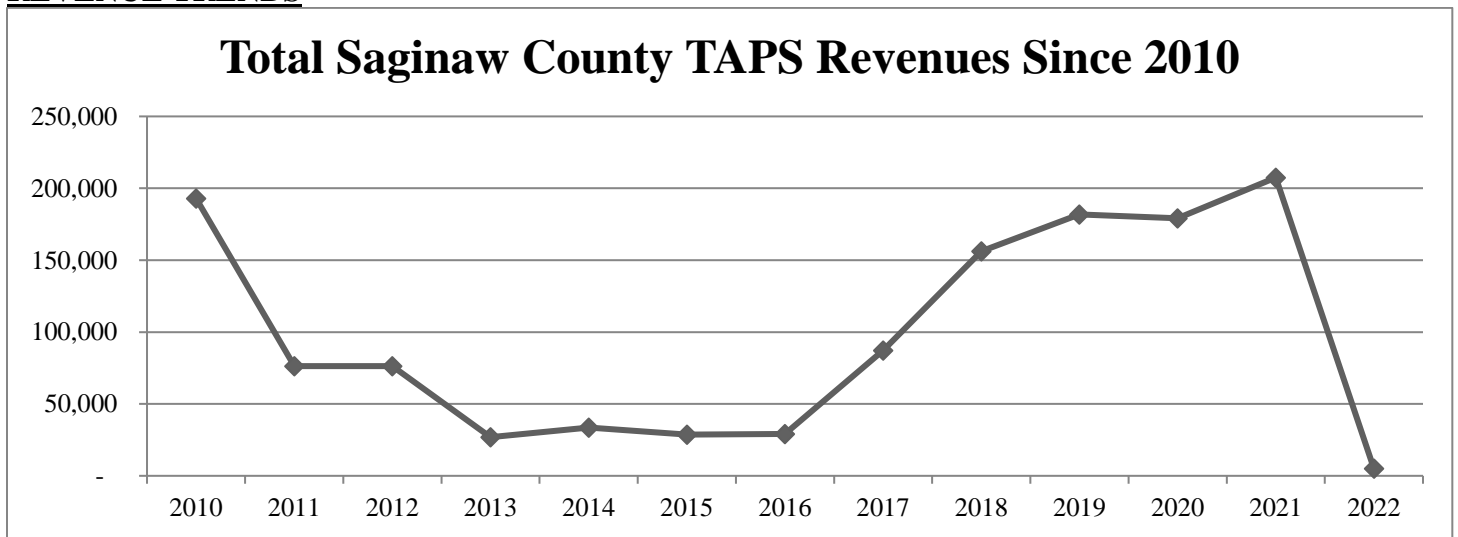
The Saginaw County Treatment and Prevention Services (TAPS) Fund, formerly the Youth Initiative Fund, accounts for grant monies received from the United States DOJ through the Saginaw County Department of Public Health. These funds are used to engage youth and provide facilities to the programs that will enhance self-awareness, self-esteem, and reduce substance abuse through participation in substance abuse programs.

The proposed 2021/22 revenue budget for the Saginaw County TAPS Fund is \$5,000, which is \$202,455 decrease than the previous fiscal year. City administration was notified that this program was to be eliminated in September of 2020. The remaining funds that will be budgeted for FY 2022 is the carryover of dollars from the current allocation.

### SUMMARY OF REVENUES

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Interest	9	1	0	0	0	0	0
Other Revenues	156,301	181,863	177,883	181,863	182,033	51,864	5,000
Transfer from Other Funds	0	0	1,373	25,592	25,952	0	0
Use of Fund Equity	0	0	0	0	8,795	0	0
<b>Total Revenues</b>	<b>156,310</b>	<b>181,864</b>	<b>179,256</b>	<b>207,455</b>	<b>216,420</b>	<b>51,864</b>	<b>5,000</b>

### REVENUE TRENDS



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. In FY 2010, the City received additional entitlement monies for the program. Therefore, the City was able to allocate more funds towards enhancing this program. However, from FY 2011 – 2012, there was a change at the County administration level that resulted in a decrease in the funding level. With this change, the Youth Initiative Program was changed to the Saginaw County Treatment and Prevention Service. In FY 2012, with new County administration, the City received two grant opportunities in the total amount of \$83,000. The majority of these monies were utilized during FY 2012. In FY 2013, revenues continued to reflect a downward trend. The revenue budget was established for the remaining \$27,000 of grant funds received in FY 2012. These grants expired on September 30, 2012. As of January 2013, the City was

awarded additional grant funds for this program. The FY 2014 budget reflected the remaining balance of the grant awarded in January 2013. These monies, similar to the previous year’s grant, are required to be spent by September 30. The FY 2015 budget reflected the remaining balance of the grant awarded in January 2013. These monies, similar to the previous year’s grant, are required to be spent by September 30. For FY 2016, the city received additional funds during the course of 2015 that will be appropriated through the end of September 2016. This will cover the cost of .30 of a Police Officer as well as overtime. In FY 2017 budget, the city received funds from the County administration to cover the cost of one FTE. The FY 2018 budget continues to reflect this change. For FY 2019, the Saginaw TAPS grant covers the salary and benefits of two police officers. For FY 2020, this fund requires support from the General Fund to cover the cost of 2 police officers. In FY 2021, revenues will increase \$6,594. This increase is largely due to an increase to the General Fund subsidy and an increase to the fund received from the county. The FY 2022 budget reflects to be \$5,000 this is over a 97% decrease from the previous fiscal year. This reduction is due to the elimination of the program as of September 30, 2020.

**EXPENDITURE BUDGET SUMMARY**

The total Saginaw County TAPS Fund expenditures are \$5,000 for FY 2022. *Personnel Services* is \$3,044 for FY 2022. This budget reflects the cost of overtime only. *Operating Expenses* is \$1,956. This is a reduction of \$6,899. This decrease is largely to reduced funds allocated for this program. No funds will be appropriated for *Capital Outlay*.

**FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
3325 Saginaw County TAPS	154,929	185,031	181,729	207,455	216,420	59,355	5,000
<b>Total Expenditures</b>	<b>154,929</b>	<b>185,031</b>	<b>181,729</b>	<b>207,455</b>	<b>216,420</b>	<b>59,355</b>	<b>5,000</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	144,003	180,301	179,396	198,600	207,565	58,331	3,044
Operating Expenses	10,926	4,730	2,333	8,855	8,855	1,024	1,956
Capital Outlay	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>154,929</b>	<b>185,031</b>	<b>181,729</b>	<b>207,455</b>	<b>216,420</b>	<b>59,355</b>	<b>5,000</b>

**SUMMARY OF POSITIONS**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
3325 Saginaw County TAPS	2.00	2.00	2.00	2.00	0.00	0.00	0.00
<b>Total Positions</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

The personnel complement for the Saginaw TAPS Fund will be zero for FY 2022.

**POLICE ENHANCING LAW ENFORCEMENT RESPONSE TO VICTIMS (ELERV) FUND**

**REVENUE BUDGET SUMMARY**

The Police Enhancing Law Enforcement Response to Victims (ELERV) Fund was received by the City of Saginaw in November of 2015. This grant is funded by the Office for Victims of Crime (OVC), U.S. Department of Justice and is administered by the International Association of Chief of Police. The purpose of this grant is to provide funding to the City of Saginaw to develop and implement an ELERV strategy that promotes enhanced administrative, technical, and operational police practices; fosters cooperation and the exchange of information and experience among police leaders and organizations, including enhancing law enforcement response to victims of crime, with a strong focus on reaching and serving the underserved and unserved victims identified in the community.

The 2021/22 revenue is \$0. This grant was completed as of September 2019.

**SUMMARY OF REVENUES**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Grants	81,265	141,802	94,030	0	0	0	0
Interest	38	52	34	0	0	0	0
Other Revenue	0	100	0	0	0	0	0
<b>Total Revenues</b>	<b>81,303</b>	<b>141,954</b>	<b>94,064</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**EXPENDITURE BUDGET SUMMARY**

The total Police ELERV Grant expenditures are \$0 for FY 2022. This grant was completed on September 30, 2019.

**FUNDING LEVEL SUMMARY**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
3341 Police ELERV Grant	81,302	141,952	93,234	0	0	0	0
<b>Total Expenditures</b>	<b>81,302</b>	<b>141,952</b>	<b>93,234</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Personnel Services	11,804	63,613	69,931	0	0	0	0
Operating Expenses	69,498	78,339	23,303	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>81,302</b>	<b>141,952</b>	<b>93,324</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SUMMARY OF POSITIONS**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
3341 Police ELERV Grant	1.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Positions</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

The personnel complement for FY 2022 will be zero.



***POLICE JUSTICE GRANT FUND***

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**REVENUE BUDGET SUMMARY**

In fiscal year 2020, Community Public Safety –Police received two grant allocations, one from the Office for Civil Rights, Office of Justice Program, U.S. Department of Justice for the Law Enforcement Based Victim Specials Program and the other from the U.S. Department of Justice, Office of Justice for Policing Innovation Grant.

The purpose of the FY 2019 Law Enforcement Based Victim Specialist Program grant is to develop or enhance law enforcement-based victim service programs in order to better support victims throughout the criminal justice process by connecting them with community-based direct victim services program to more quickly and effectively help them. This grant provides needed resources and opportunities to the Saginaw Police Department to continue to identify and respond to the needs of crime victims by funding the position for the Victim Services Specialist.

The FY 2019 Strategies for Policing Innovations grant is to assist in the reduction of crime and improve the functioning of the criminal justice system, specifically through support for innovation and evidence-based policing practices, more effective information sharing, and multi-agency collaboration. This grant provides needed resources and opportunities to the Saginaw Police Department to identify and define the City’s most pressing crime programs, funds department personnel training and the purchase of technology-based crime fighting tools.

The FY 2021/2022 revenue is expected to be \$462,229. This grant is allocated accordingly: Justice Technology Grant accounts for \$370,229 and the Justice Victims Service Grant accounts for \$92,000.

**SUMMARY OF REVENUES**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Grants	0	0	31,050	462,236	483,201	101,059	462,229
Interest	0	0	27	0	0	0	0
Other Revenue	0	0	0	0	0	0	0
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>31,077</b>	<b>462,236</b>	<b>483,201</b>	<b>101,059</b>	<b>462,229</b>

**EXPENDITURE BUDGET SUMMARY**

The total Police Justice Grant expenditures are \$462,229 for FY 2022. *Personnel Services* will be budgeted at \$33,993 to cover the cost of overtime for personnel to work on grant activity. *Operating Expenses* equates to \$196,236. This is the same as the previous fiscal year. The budget consists of funds to cover the contracted services agreement with the CAN Council, SVSU and MSU Research Partners to provide counseling services in accordance with the grant guidelines. Furthermore, funds have been included for training and development. For *Capital Outlay* funds continue to be allocated for the purchase of cameras.

**FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
3342 Justice Tech Grant	0	0	9,785	370,236	370,236	41,631	370,229
3343 Justice Victims Grant	0	0	42,275	92,000	92,000	53,906	92,000
8559 Increase to Fund Equity	0	0	0	0	20,965	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>52,042</b>	<b>462,236</b>	<b>483,201</b>	<b>95,537</b>	<b>462,229</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	0	0	0	34,000	34,000	610	33,993
Operating Expenses	0	0	47,411	196,236	196,236	94,847	196,236
Capital Outlay	0	0	4,631	232,000	232,000	80	232,000
Miscellaneous	0	0	0	0	20,965	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>52,042</b>	<b>462,236</b>	<b>483,201</b>	<b>95,537</b>	<b>462,229</b>

**HOMELAND SECURITY STAFFING FOR ADEQUATE FIRE AND EMERGENCY  
RESPONSE GRANT FUND**

**REVENUE BUDGET SUMMARY**

The Homeland Security Staffing for Adequate Fire and Emergency Response (SAFER) Grant Fund was created in FY 2014. This is a federal grant received from the Department of Homeland Security. Their purpose for creating this grant was to provide funding directly to fire department and volunteer firefighter interest groups to help them increase or maintain the number of trained, “front line” firefighters available in their communities. The primary goal of SAFER is to enhance the local fire department’s ability to comply with staffing, response, and operational standards established by the NFPA 1710.

In February 2015, the City of Saginaw applied for and received the second round of the Homeland Security SAFER Grant. This renewal would provide for the retention of (13) firefighter positions. This was a reduction from the 2012 Homeland Security SAFER grant by two positions. The performance period for this grant is October 1, 2015 through September 30, 2017.

The Homeland Security SAFER Grant Fund’s revenues are \$0 for FY 2022. This is the result of the City not being awarded the Safer Grant after it expired in 2017.

**SUMMARY OF REVENUES**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Homeland Security Grant	0	0	0	0	0	0	0
Homeland Security II	564,266	0	0	0	0	0	0
<b>Total Revenues</b>	<b>564,266</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**EXPENDITURE BUDGET SUMMARY**

The Homeland Security SAFER II Grant Fund is \$0 for FY 2022. This is the result of the Safer Grant not being awarded to the city after the grant expired in 2017.

**FUNDING LEVEL SUMMARY**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
3551 Homeland Security - SAFER	564,267	0	0	0	0	0	0
3555 Homeland Security II	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>564,267</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	564,267	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>564,267</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SUMMARY OF POSTIONS**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
3551 Homeland Security - SAFER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3555 Homeland Security II	13.00	13.00	0.00	0.00	0.00	0.00	0.00
<b>Total Positions</b>	<b>13.00</b>	<b>13.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**CORONAVIRUS (COVID) EMERGENCY SUPPLEMENTAL FUND**

**REVENUE BUDGET SUMMARY**

In fiscal year 2021, Community Public Safety –Police received a grant allocation from the Office of Justice Program (OPJ), U.S. Department of Justice (DOJ), approved the City of Saginaw for an award under the OPJ funding opportunity entitled “BJA FY 2020 Coronavirus Emergency Supplemental Funding Program. The approved award amount is \$184,048. These funds are for the project entitled FY 2020 Coronavirus Emergency.

The purpose of this grant is to provide support of board range activities including preventing, preparing for, and responding to the coronavirus. This grant allows for projects and purchases including, but not limited to, overtime, equipment including law enforcement and medical personal protective equipment, hiring, supplies such as gloves, masks, and sanitizer, training and travel expenses.

The FY 2021/2022 revenue is expected to be \$150,000. This grant allocation is for overtime and supplies.

**SUMMARY OF REVENUES**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Grants	0	0	0	0	184,048	11,427	150,000
Interest	0	0	0	0	0	0	0
Other Revenue	0	0	0	0	0	0	0
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>184,048</b>	<b>11,427</b>	<b>150,000</b>

**EXPENDITURE BUDGET SUMMARY**

The total COVID Emergency Supplemental expenditures are \$150,000 for FY 2022. *Personnel Services* will be budgeted at \$101,450 to cover the cost of overtime for personnel to work on grant activity. *Operating Expenses* equates to \$48,550. Funds have been allocated for parts and supplies to prevent, prepare for, and to respond to coronavirus. No *Capital Outlay* funds have been allocated for this fund.

**FUNDING LEVEL SUMMARY**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
3518 COVID Emergency Supplemental	0	0	0	0	184,048	57,992	150,000
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>184,048</b>	<b>57,992</b>	<b>150,000</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	0	0	0	0	95,406	32,007	101,450
Operating Expenses	0	0	0	0	88,642	25,985	48,550
Capital Outlay	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>184,048</b>	<b>57,992</b>	<b>150,000</b>

**CLEAN ENERGY COALITION FUND (230)**  
**RESOURCE ALLOCATION**  
**2021/2022 PROPOSED BUDGET**

The Clean Energy Coalition Fund accounts for the promotion of clean energy technology, projects, and savings citywide. The State of Michigan through MSHDA provided to the City of Saginaw a grant that allowed the City the ability to complete energy efficiency and renewable energy installations on municipal facilities.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
TRANSFERS	40,000	CLEAN ENERGY COAL.	40,000
<b>TOTAL RESOURCES</b>	<b>40,000</b>	<b>TOTAL APPROPRIATIONS</b>	<b>40,000</b>

## ***CLEAN ENERGY COALITION***

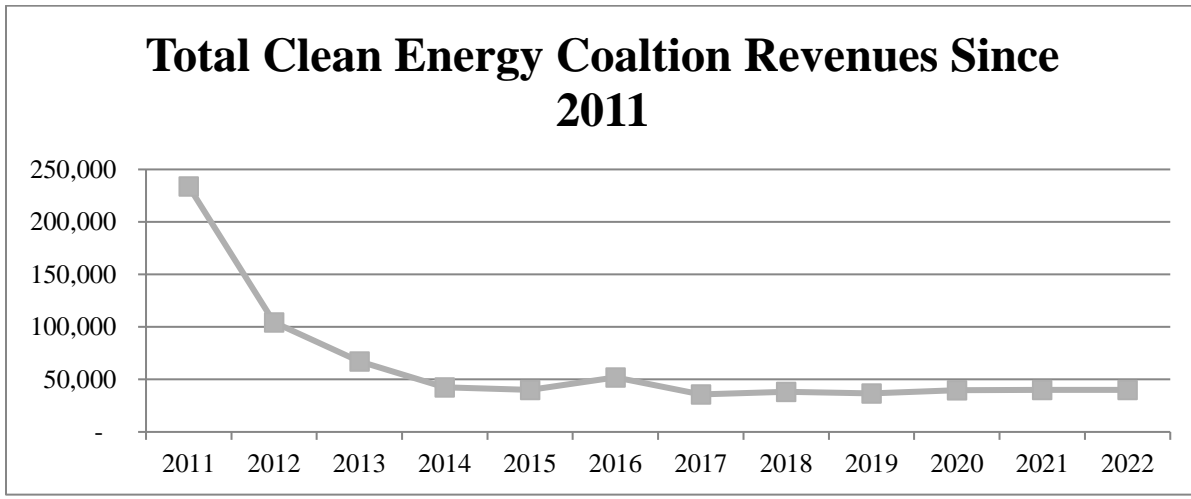
### **REVENUE BUDGET SUMMARY**

The Clean Energy Coalition (CEC) Fund accounts for the projects that provide and promote clean energy technology within the City of Saginaw. The major source of revenue is a transfer of energy savings from the general fund. By accepting this grant, the City committed to continual savings and energy efficiencies. Annually project income is expected and those monies must be reallocated into additional energy savings projects. CEC Revenues for FY 2022 are \$40,000, which is the same as the FY 2021.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/2022</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Federal Grant	0	0	0	0	0	0	0
Reimbursements	0	0	0	0	0	0	0
Interest on Investments	1	3	2	0	0	0	0
Loan Proceeds	0	0	0	0	0	0	0
Use of Fund Equity	0	0	0	0	0	0	0
Transfers from Other Funds	38,267	36,724	39,676	40,000	40,000	31,324	40,000
<b>Total Revenues</b>	<b>38,268</b>	<b>36,727</b>	<b>39,678</b>	<b>40,000</b>	<b>40,000</b>	<b>31,324</b>	<b>40,000</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2011 - 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. FY 2013 recognized a reduction of \$37,036 in grant funding. In FY 2014 CEC began getting a \$40,000 transfer from the General Fund to account for projected energy savings from energy efficiency projects. In FY 2022, General Fund transfers are the sole source of revenue.



**EXPENDITURE BUDGET SUMMARY**

The total Clean Energy Coalition Fund expenditures are \$40,000. This is the same as the FY 2022 approved budgeted levels. *Personnel Services* total \$10,693 for FY 2021. 8% of the Traffic & Electrical Administrator will be allocated to this fund. *Operating Expenses* are \$21,306. This is a \$368 decrease from the FY 2021 budget. This reduction is due to a decrease in parts and supplies that is partially offset by an increase in the indirect cost allocation. There is no *Capital Outlay* planned for FY 2022. The *Miscellaneous Expenditures* budget covers expenses related to loan repayments to Saginaw County.

**FUNDING LEVEL SUMMARY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/2022 Proposed
1795 Clean Energy Coalition	38,061	36,726	39,648	40,000	40,000	32,168	40,000
<b>Total Expenditures</b>	<b>38,061</b>	<b>36,726</b>	<b>39,648</b>	<b>40,000</b>	<b>40,000</b>	<b>32,168</b>	<b>40,000</b>

**FUNDING LEVEL BY CATEGORY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/2022 Proposed
Personnel Services	9,766	9,301	9,542	10,326	10,326	6,332	10,693
Operating Expenses	20,294	19,424	22,105	21,674	21,674	20,502	21,306
Capital Outlay	0	0	0	0	0	0	0
Miscellaneous	8,001	8,001	8,001	8,000	8,000	5,334	8,001
<b>Total Expenditures</b>	<b>38,061</b>	<b>36,726</b>	<b>39,648</b>	<b>40,000</b>	<b>40,000</b>	<b>32,168</b>	<b>40,000</b>

**SUMMARY OF POSITIONS**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/2022 Proposed
Clean Energy Coalition	0.10	0.10	0.10	0.10	0.10	0.10	0.08
<b>Total Positions</b>	<b>0.10</b>	<b>0.10</b>	<b>0.10</b>	<b>0.10</b>	<b>0.10</b>	<b>0.10</b>	<b>0.10</b>

The 2022 Budget for the Clean Energy Coalition Fund is .08 FTE. This represents 8% of the Traffic & Electrical Administrator.

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How to Use the Budget Document” for better clarification for the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**230-1795 Clean Energy Coalition**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	5,349	Traffic & Elect. Admin	0.08	5,349
Overtime	0			
Fringe Benefits	5,344	<b>Total Personnel</b>	0.08	5,349
<b>TOTAL</b>	<b>10,693</b>	<b>Overtime</b>		0
<b>OPERATING EXPENSES</b>				
		FICA		409
Supplies	13,373	Healthcare Benefits - Active		1,883
Internal Services	7,933	Healthcare Benefits - Retirees		0
Other Services		Pension		3,052
Professional Fees	0			
Maintenance Fees	0	<b>Total Fringe Benefits</b>		5,344
Other Contracted Fees	0			
<b>TOTAL</b>	<b>21,306</b>	<b>TOTAL</b>	<b>0.08</b>	<b>10,693</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>DEBT SERVICE</b>	8,001			
<b>TOTAL</b>	<b>8,001</b>			
<b>TOTAL APPROPRIATION</b>	<b>40,000</b>			

**ANDERSEN ENRICHMENT CENTER (236)**  
**RESOURCE ALLOCATION**  
**2021/2022 PROPOSED BUDGET**

This fund accounts for the operation, maintenance expenditures, and building rentals for the Andersen Enrichment Center. The Andersen Enrichment Center (AEC) was developed in 1993 with the assistance of the Saginaw Arts and Enrichment Commission and is managed by a part-time manager and director. The manager and director are responsible for fund-raising, marketing, scheduling activities, collecting fees, managing finances, and supervising staff, as well as the day-to-day operations of the center. The Andersen Enrichment Center and Saginaw Arts and Enrichment Commission were divided into two separate funds mid-year FY 2014/2015.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGES FOR SERVICES	23,000	ANDERSEN ENRICH. CTR.	86,000
INTEREST AND RENTS	52,000		
OTHER REVENUES	11,000		
<b>TOTAL RESOURCES</b>	<b><u>86,000</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>86,000</u></b>

## **ANDERSEN ENRICHMENT CENTER**

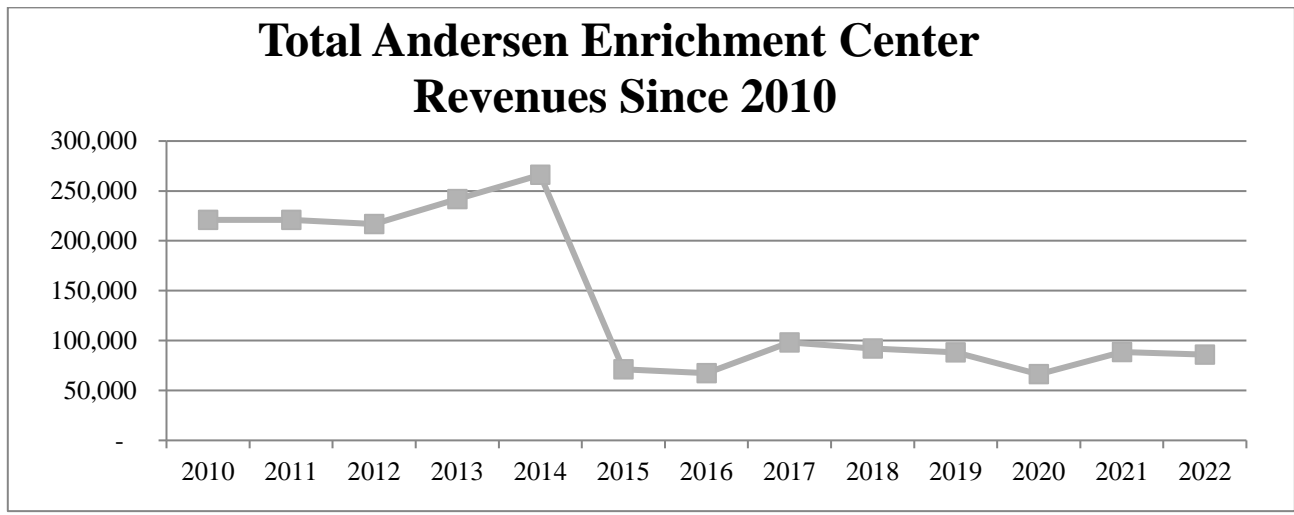
### **REVENUE BUDGET SUMMARY**

The Andersen Enrichment Center Fund accounts for the operation, maintenance expenditures, and building rentals for the Andersen Enrichment Center. This fund originally included the operations of the Saginaw Arts & Enrichment Commission, but upon conducting research it was discovered that the Andersen Center and the Saginaw Arts and Enrichment Commission are completely separate entities- one being owned and operated by the City of Saginaw and the other being a separate component unit with its own finances. Therefore, beginning in FY 2015 two separate funds were created. The major revenue sources for this fund are “Charges for Services” and “Interest and Rents”, which are \$23,000 and \$52,000, respectively, in FY 2022. The revenues for FY 2022 decrease \$2,579 to a total of \$86,000.

### **SUMMARY OF REVENUES**

	2017/18	2018/19	2019/20	2020/21	2020/21	2020/21	2021/2022
	Actual	Actual	Actual	Approved	Adjusted	YTD	Proposed
Charges For Services	27,676	23,000	23,393	23,500	23,500	28,800	23,000
Interest and Rents	51,865	52,319	32,080	52,079	52,079	22,295	52,000
Other Revenues	12,669	13,018	10,815	13,000	13,000	5,511	11,000
Transfers from Other Funds	0	0	0	0	0	0	0
<b>Total Revenues</b>	<b>92,210</b>	<b>88,337</b>	<b>66,288</b>	<b>88,579</b>	<b>88,579</b>	<b>56,606</b>	<b>86,000</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. The revenue trend above illustrates a significant drop in revenue in 2015. This decrease was due to the separation of the Andersen Center from the Saginaw Arts and Enrichment Commission, which now has its own fund. The revenues decreased slightly in 2010. From FY 2010 – 2012, the revenues remained fairly consistent. The FY 2013 actual budget recorded an increase in revenues of \$24,944 or 11.50%. Revenues remained steady in FY 2015 and FY 2016 and experience a slight increase in FY 2017 due to receiving an operating transfer. FY 2022 shows a slight decrease from the previous year.

**EXPENDITURE BUDGET SUMMARY**

The total Andersen Enrichment Center Fund expenditures are \$86,000 for FY 2022, a decrease of \$2,579. *Personnel Services* costs are \$32,467 for FY 2022. The personnel complement for FY 2022 is projected to be 3.00 positions, which is the same as the previous year. *Operating Expenses* are \$41,251; this represents an increase of \$8,117 from the FY 2021 approved budgeted level due to an increase in employment agency fees and parts and supplies. There is \$12,282 in *Capital Outlay* expenditures budgeted for sidewalk replacement and carpet replacement for FY 2022 There are no *Miscellaneous Expenditures* for FY 2022.

**FUNDING LEVEL SUMMARY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/2022 Proposed
7540 Andersen Enrichment Center	67,197	64,218	58,566	88,579	88,579	41,501	86,000
8559 Increase to Fund Equity	25,013	0	0	0	0	0	0
9660 Operating Transfers	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>92,210</b>	<b>64,218</b>	<b>58,566</b>	<b>88,579</b>	<b>88,579</b>	<b>41,501</b>	<b>86,000</b>

**FUNDING LEVEL BY CATEGORY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/2022 Proposed
Personnel Services	35,104	34,077	28,335	37,445	29,445	37,449	32,467
Operating Expenses	28,667	30,141	26,031	33,134	41,134	4,052	41,251
Capital Outlay	3,426	0	4,200	18,000	18,000	0	12,282
Miscellaneous Expenditures	25,013	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>92,210</b>	<b>64,218</b>	<b>58,566</b>	<b>88,579</b>	<b>88,579</b>	<b>41,501</b>	<b>86,000</b>

**SUMMARY OF POSITIONS**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/2022 Proposed
Andersen Enrichment Center	3.00	3.00	3.00	3.00	3.00	3.00	3.00
<b>Total Positions</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

The personnel for the Andersen Center is 3.00 PTE for FY 2022. This is the same as FY 2021.

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How to Use the Budget Document” for better clarification for the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**236-7540 Andersen Enrichment Center**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	30,160	Andersen Ctr. Site Super.	2.00	14,560
Overtime	0	Andersen Center Director	1.00	15,600
Fringe Benefits	2,307			
		<b>Total Personnel</b>	<u>3.00</u>	<u>30,160</u>
<b>TOTAL</b>	<u><b>32,467</b></u>			
		<b>Overtime</b>		<u>0</u>
<b>OPERATING EXPENSES</b>				
Supplies	6,089	FICA		2,307
Internal Services	4,071	Healthcare Benefits - Active		0
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	12,941	Pension		0
Maintenance Fees	18,150			
Other Contracted Fees	0	<b>Total Fringe Benefits</b>		<u><b>2,307</b></u>
<b>TOTAL</b>	<u><b>41,251</b></u>			
		<b>TOTAL</b>	<u><b>3.00</b></u>	<u><b>32,467</b></u>
<b>CAPITAL OUTLAY</b>	12,282			
<b>TOTAL</b>	<u><b>12,282</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>86,000</b></u></u>			

**SAGINAW ARTS AND ENRICHMENT COMMISSON  
RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

This fund accounts for the private donations and individual contributions received by the Saginaw Arts and Enrichment Commission to provide financial support to cultural and creative arts organizations and to sponsor various social and community events to improve the quality of life in the City.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
DONATIONS	160,915	SAGINAW ARTS AND ENRICHMENT COMMISSION	199,265
INTEREST AND RENTS	1,000		
OTHER REVENUES	37,350		
<b>TOTAL RESOURCES</b>	<b><u>199,265</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>199,265</u></b>

## ***SAGINAW ARTS AND ENRICHMENT COMMISSION***

### **REVENUE BUDGET SUMMARY**

The Saginaw Arts and Enrichment Commission Fund accounts for the private donations and individual contributions received by the Saginaw Arts and Enrichment Commission to provide financial support to cultural and creative arts organizations and to sponsor various social and community events to improve the quality of life in the City. This commission is a component unit of the city and acts as a separate entity. This fund was created mid-year in FY 2014/2015 to ensure that funds collected for Commission activities are not comingled with funds meant for the Andersen Enrichment Center building, which is owned and operated by the City of Saginaw. The major revenue source for this fund is “Donations”, which is anticipated to be \$160,915 in FY 2022. The 2022 revenues for the Saginaw Arts and Enrichment Commission Fund are \$199,265. This is an increase of \$1,000 from FY 2021 approved revenues.

### **SUMMARY OF REVENUES**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Donations	179,379	152,694	174,265	158,915	158,915	163,605	160,915
Interest and Rents	495	591	2,022	450	450	633	1,000
Other Revenues	37,727	39,571	36,956	38,900	38,900	25,377	37,350
Transfer From Other Funds	0	0	0	0	0	0	0
Use of Fund Balance	0	3,097	0	0	0	0	0
<b>Total Revenues</b>	<b>217,601</b>	<b>195,953</b>	<b>213,243</b>	<b>198,265</b>	<b>198,265</b>	<b>189,615</b>	<b>199,265</b>

### **EXPENDITURE BUDGET SUMMARY**

The total Saginaw Arts and Enrichment Commission Fund expenditures are \$199,265 for FY 2022. *Personnel Services* is \$39,185 and covers the salary and FICA costs of the Director of the Saginaw Arts Commission and the Director of Marketing. *Operating Expenses* are \$147,770. There is no *Capital Outlay* for this fund and *Miscellaneous Expenditures* are \$12,310.

### **FUNDING LEVEL SUMMARY**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
7541 Arts & Enrichment Commission	213,195	195,953	183,057	198,265	198,265	157,370	186,955
8559 Increase in Fund Equity	4,406	0	0	0	0	0	12,310
<b>Total Expenditures</b>	<b>217,601</b>	<b>195,953</b>	<b>183,057</b>	<b>198,265</b>	<b>198,265</b>	<b>157,370</b>	<b>199,265</b>



**FUNDING LEVEL BY CATEGORY**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Personnel Services	51,639	51,639	41,927	51,495	51,495	37,520	39,185
Operating Expenses	161,556	144,314	141,130	146,770	146,770	119,850	147,770
Capital Outlay	0	0	0	0	0	0	0
Miscellaneous Expenditures	4,406	0	0	0	0	0	12,310
<b>Total Expenditures</b>	<b>217,601</b>	<b>195,953</b>	<b>183,057</b>	<b>198,265</b>	<b>198,265</b>	<b>157,370</b>	<b>199,265</b>

**SUMMARY OF POSITIONS**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Arts & Enrichment Commission	2.00	2.00	2.00	2.00	2.00	2.00	2.00
<b>Total Positions</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

The Saginaw Arts and Enrichment Commission’s personnel complement for FY 2022 is 2 PTE. This includes the Director of the Saginaw Arts Commission and the Director of Marketing.

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How to Use the Budget Document” for better clarification for the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**237-7541 Saginaw Arts and Enrichment Commission**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	36,400	Director of Sag. Art Comm.	1.00	15,600
Overtime	0	Director of Marketing	1.00	20,800
Fringe Benefits	2,785			
		<b>Total Personnel</b>	2.00	36,400
<b>TOTAL</b>	<b>39,185</b>			
		<b>Overtime</b>		0
<b>OPERATING EXPENSES</b>				
Supplies	2,500	FICA		2,785
Internal Services	0	Healthcare Benefits - Active		0
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	49,170	Pension		0
Maintenance Fees	14,100			
Other Contracted Fees	82,000	<b>Total Fringe Benefits</b>		2,785
<b>TOTAL</b>	<b>147,770</b>			
		<b>TOTAL</b>	<b>2.00</b>	<b>39,185</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>MISCELLANEOUS</b>	12,310			
<b>TOTAL</b>	<b>12,310.00</b>			
<b>TOTAL APPROPRIATION</b>	<b>199,265</b>			

**TAX INCREMENT FINANCING AUTHORITY (TIFA) AND  
LAND DEVELOPMENT FINANCING AUTHORITY (LDFA)  
RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
BROWNFIELD AUTHORITY	63,009	BROWNFIELD AUTHORITY	63,009
DOWNTOWN DEVELOPMENT AUTHORITY 2011	171,824	DOWNTOWN DEVELOPMENT AUTHORITY 2011	171,824
<b>TOTAL RESOURCES</b>	<b><u>234,833</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>234,833</u></b>

## **COMMERCE CENTER DDA**

### **REVENUE BUDGET SUMMARY**

The Commerce Center DDA Fund accounts for revenues and expenditures captured and utilized in the Commerce Center District. Projects must be approved by City Council prior to the City Assessor capturing the related tax dollars. After these dollars have been collected a portion of captured monies must be utilized for reinvestment in the Commerce Center District. The plan requires that updates must be made in the district or on the Commerce Building. The City Controller and Assessing Offices work with the Office of Management and Budget/Community Services to ensure that this district is in compliance with the approved plan and that all dollars collected are reconciled. For the FY 2022 budget, revenues in the Commerce Center DDA Fund are \$0. This is due to the dissolution of the district in FY 2017.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Property Taxes	0	0	0	0	0	0	0
Interest and Rents	102	0	0	0	0	0	0
Other Revenues	0	0	0	0	0	0	0
Use of Fund Equity	0	58,626	6,762	0	0	0	0
<b>Total Revenues</b>	<b>102</b>	<b>58,626</b>	<b>6,762</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### **EXPENDITURE BUDGET SUMMARY**

The total Commerce Center DDA expenditures for 2022 are \$0.

### **FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
1775 Component Unit	0	0	0	0	0	0	0
9660 Transfer Out	0	58,626	6,762	0	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>58,626</b>	<b>6,762</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### **FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
Miscellaneous	0	58,626	6,762	0	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>58,626</b>	<b>6,762</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## ***DOWNTOWN DEVELOPMENT AUTHORITY***

### **REVENUE BUDGET SUMMARY**

The Downtown Development Authority was established by Ordinance D-1376 pursuant to Public Act 197 of 1975, as amended, to correct and prevent deterioration of business districts and to promote economic growth in the district. The Downtown Development Authority Fund accounts for revenues and expenditures captured and utilized in the Downtown Development District. The fund continues to not generate property tax revenue because property values in the district have dropped below the baseline level for tax capture.

For the 2022 budget, revenues in the Downtown Development Authority Fund are \$0. This is attributable to the fund becoming defunct and all future activity being moved to the DDA 2011 fund.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Grants	274,910	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0
Interest and Rents	92	0	0	0	0	0	0
Sale of Real Property	0	0	0	0	0	0	0
Fund Equity	7,654	0	0	0	0	0	0
Other Revenues	63,200	0	0	0	0	0	0
<b>Total Revenues</b>	<b>345,856</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### **EXPENDITURE BUDGET SUMMARY**

The total Downtown Development Authority Fund's expenditures are \$0 for FY 2022. This fund is no longer being utilized.

### **FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
1775 Component Unit	70,946	0	0	0	0	0	0
6050 Redevelopment Grant	274,910	0	0	0	0	0	0
8559 Increase in Fund Equity	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>345,856</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	345,856	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>345,856</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## ***BROWNFIELD REDEVELOPMENT AUTHORITY***

### **REVENUE BUDGET SUMMARY**

The Brownfield Redevelopment Authority was established by City Council on September 29, 1997 under the provision of 1996 PA 381 as amended, to promote the revitalization of brownfield areas in the City of Saginaw. The Brownfield Authority SRRF Fund accounts for revenues and expenditures captured and utilized in the various brownfield districts within city limits. Plans must be developed and approved by City Council prior to the City Assessor capturing tax dollars. A portion of these tax dollars must be utilized on reinvestment in the designated brownfield area. The City Controller and Assessing Offices work with the Department of Community and Economic Development to ensure that this district is in compliance with the approved plans and that all dollars collected are reconciled.

For the 2022 budget, revenues in the Brownfield Redevelopment Authority Fund are \$63,009. This represents a \$4,334 increase from the previous fiscal year. This is attributed to an increase in the tax capture for district 17 as well as small increases from other districts.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Property Taxes	52,348	45,035	53,388	58,675	58,675	36,154	63,009
Interest on Investments	91	13	(13)	0	0	2	0
Use of Fund Equity	225,126	50,757	0	0	0	0	0
<b>Total Revenues</b>	<b>277,565</b>	<b>95,805</b>	<b>53,375</b>	<b>58,675</b>	<b>58,675</b>	<b>36,156</b>	<b>63,009</b>

### **EXPENDITURE BUDGET SUMMARY**

The total Brownfield Redevelopment Authority Fund expenditures for FY 2022 are \$63,009. The category of *Miscellaneous Expenditures* will increase due to the amount appropriated for reinvestment in these districts.

### **FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
1775 Component Unit	277,565	95,805	52,727	58,675	58,675	0	63,009
<b>Total Expenditures</b>	<b>277,565</b>	<b>95,805</b>	<b>52,727</b>	<b>58,675</b>	<b>58,675</b>	<b>0</b>	<b>63,009</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
Miscellaneous	277,565	95,805	52,727	58,675	58,675	0	63,009
<b>Total Expenditures</b>	<b>277,565</b>	<b>95,805</b>	<b>52,727</b>	<b>58,675</b>	<b>58,675</b>	<b>0</b>	<b>63,009</b>



**THOMSON LDFA**

**REVENUE/EXPENDITURE BUDGET SUMMARY**

The Thomson LDFA Fund accounts for revenues and expenditures captured and utilized in the Thomson District for qualifying improvements. Projects and improvements must be approved by City Council prior to the City Assessor capturing these tax dollars. After these dollars have been collected a portion of captured monies must be utilized by reinvesting in land development within the district. The City Controller and Assessing Offices work with the Office of Management and Budget/Community Services to ensure that this district is in compliance with the approved plan and that all dollars collected are reconciled. City Council voted to close Thomson LDFA in 2011.

In FY 2019, the Thomson LDFA was liquidated and paid out. Moving forward there is no planned activity in this fund.

**SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Property Taxes	0	0	0	0	0	0	0
Interest and Rents	(986)	64	0	0	0	0	0
Other Revenues	0	0	0	0	0	0	0
Use of Fund Equity	0	3,202,917	0	0	0	0	0
<b>Total Revenues</b>	<b>(986)</b>	<b>3,202,917</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
1775 Component Unit	0	3,202,981	0	0	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>3,202,981</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
Miscellaneous	0	3,202,981	0	0	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>3,202,981</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

***DOWNTOWN DEVELOPMENT AUTHORITY – 2011(DDA 2011)***

**REVENUE/EXPENDITURE BUDGET SUMMARY**

The Downtown Development Authority 2011 (DDA 2011) Fund became a new fund in FY 2016. This fund will be used to account for revenues collected for the Downtown Development Authority’s updated Tax Increment Finance Authority (TIFA) district as outlined in the 2011 DDA TIFA plan. The FY 2022 DDA 2011 Fund revenues and expenditures are \$171,824. This is due to the adoption of a two mill levy for properties in the district and funds will be used to reinvest in the district. The budget increases due to an increase in real and personal property taxes and additional funds received from the Community Development Block Grant Program.

**SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Property Taxes	138,975	147,101	124,098	114,447	114,447	100,781	124,516
Interest and Rents	187	983	449	0	0	11	0
Other Revenues	0	122,589	25,770	0	0	0	0
Use of Fund Equity	0	1000	25,093	4,323	141,193	0	9,308
Transfers from Other Funds	0	84,864	26,494	32,500	32,500	33,844	38,000
<b>Total Revenues</b>	<b>139,162</b>	<b>356,537</b>	<b>201,904</b>	<b>151,270</b>	<b>288,140</b>	<b>134,636</b>	<b>171,824</b>

**FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
1775 Component Unit	81,623	6,316	26,546	0	0	0	0
1776 Grant	0	41,996	38,896	32,500	32,500	13,034	38,000
1777 2 Mill Levy	0	88,409	110,692	118,770	118,770	81,437	133,824
6050 Redevelopment Grant	0	122,631	25,770	0	0	0	0
8559 Increase to Fund Equity	57,539	0	0	0	0	0	0
9660 Transfers to Other Funds	0	0	0	0	100,000	50,000	0
<b>Total Expenditures</b>	<b>139,162</b>	<b>259,352</b>	<b>201,904</b>	<b>151,270</b>	<b>288,140</b>	<b>144,471</b>	<b>171,824</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	73,542	207,832	113,875	81,270	110,170	47,753	101,824
Capital Outlay	5,445	0	33,061	15,000	22,970	0	15,000
Miscellaneous	60,175	51,520	54,968	55,000	155,000	96,718	55,000
<b>Total Expenditures</b>	<b>139,162</b>	<b>259,352</b>	<b>201,904</b>	<b>151,270</b>	<b>288,140</b>	<b>144,471</b>	<b>171,824</b>

**TARP HARDEST HIT (274)  
RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

In 2013, Saginaw was one of five cities in Michigan targeted to receive federal funding for blight elimination efforts through an 18-month intergovernmental demolition pilot program. The City received funding for inspections and administrative costs associated with the grant while the Saginaw County Land Bank manages contractors and property acquisitions that are reimbursed directly by the Michigan State Housing Development Authority (MSHDA).

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<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
STATE GRANTS	0	TARP GRANT	0
<b>TOTAL RESOURCES</b>	0	<b>TOTAL APPROPRIATIONS</b>	0

## ***TARP Hardest Hit Grant (SRF)***

### **REVENUE BUDGET SUMMARY**

The TARP Hardest Hit Fund accounts for the revenues and expenditures related to the Troubled Asset Relief Program (TARP) Hardest Hit money received mid-year FY 2014. Saginaw is one of five cities in Michigan targeted to receive this federal funding for blight elimination efforts through an 18-month intergovernmental demolition pilot program. Though the city was specifically targeted, Saginaw only receives funding for inspections and administrative costs associated with managing the grant. The City's partner, the Saginaw County Land Bank manages demolition contractors and property acquisitions and is reimbursed directly by the Michigan State Housing Development Authority (MSHDA). The total amount of funding available through this program is \$11.2 million dollars. Since these properties are owned by the Saginaw County Land Bank, the majority of the grant dollars have been allocated to them. This program was set to expire in the spring of FY 2015. However, the City received an extension for the program that lasted through the end of the first quarter of FY 2016. An additional grant was received in FY 2018 and grant funds were expended prior to the end of FY 2019, so FY 2022 revenues are \$0.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Charges for Service	82,367	417,633	0	0	0	0	0
Interest and Rents	19	29	7	0	0	0	0
Other Revenues	0	0	0	0	0	0	0
<b>Total Revenues</b>	<b>82,386</b>	<b>417,662</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### **EXPENDITURE BUDGET SUMMARY**

The TARP Hardest Hit Fund is \$0 in FY 2022. This grant was completed before the end of FY 2019, so there will be no expenditures.

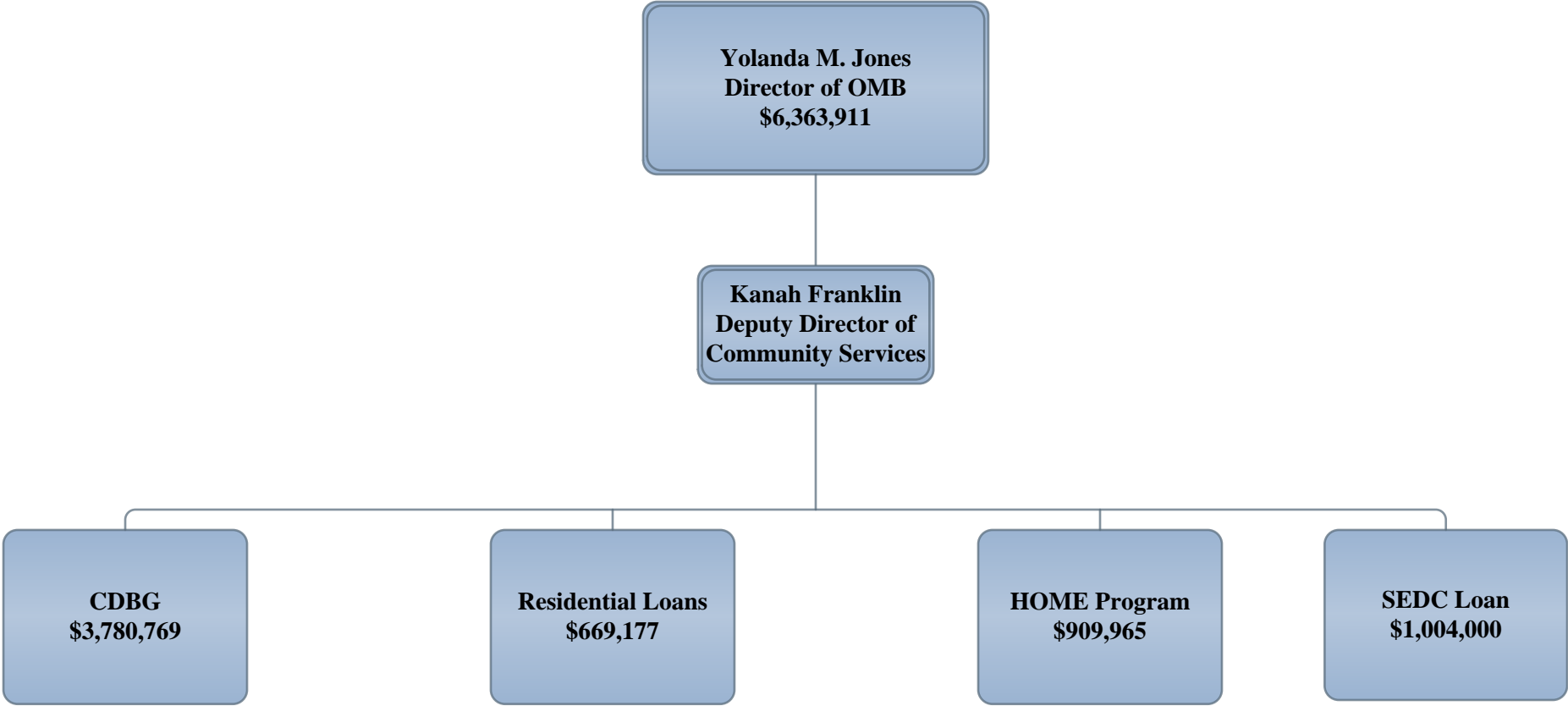
### **FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
3866 TARP Grant	131,455	368,545	21,179	0	0	0	0
<b>Total Expenditures</b>	<b>131,455</b>	<b>368,545</b>	<b>21,179</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	131,455	368,545	21,179	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>131,455</b>	<b>368,545</b>	<b>21,179</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CITY OF SAGINAW  
COMMUNITY DEVELOPMENT BLOCK GRANT**



*The Office of OMB and Community Services includes the Office of OMB which is listed under the Offices of General Government. This office equates to \$489,290.*

**COMMUNITY DEVELOPMENT BLOCK GRANT (275)  
RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

The Community Development Block Grant (CDBG) Fund is used to account for the revenues and expenditures of the Federal Community Development Block Grant Entitlement Program. The CDBG administers federal funds to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
FEDERAL GRANTS	3,766,584	CDBG ADMINISTRATION	480,500
TRANSFERS FROM OTHER FUNDS	14,185	SPECIAL PROJECTS	1,374,262
		ECONOMIC DEVELOPMENT	38,000
		ECON. DEVE. SUBGRANTEES	324,300
		SAGINAW ECON. DEV. CORP	140,304
		CODE COMPLIANCE	129,365
		SUBGRANTEES	311,682
		MCKINNEY HOMELESS	982,356
<b>TOTAL RESOURCES</b>	<b><u><u>3,780,769</u></u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u><u>3,780,769</u></u></b>

## **COMMUNITY DEVELOPMENT BLOCK GRANT**

### **REVENUE BUDGET SUMMARY**

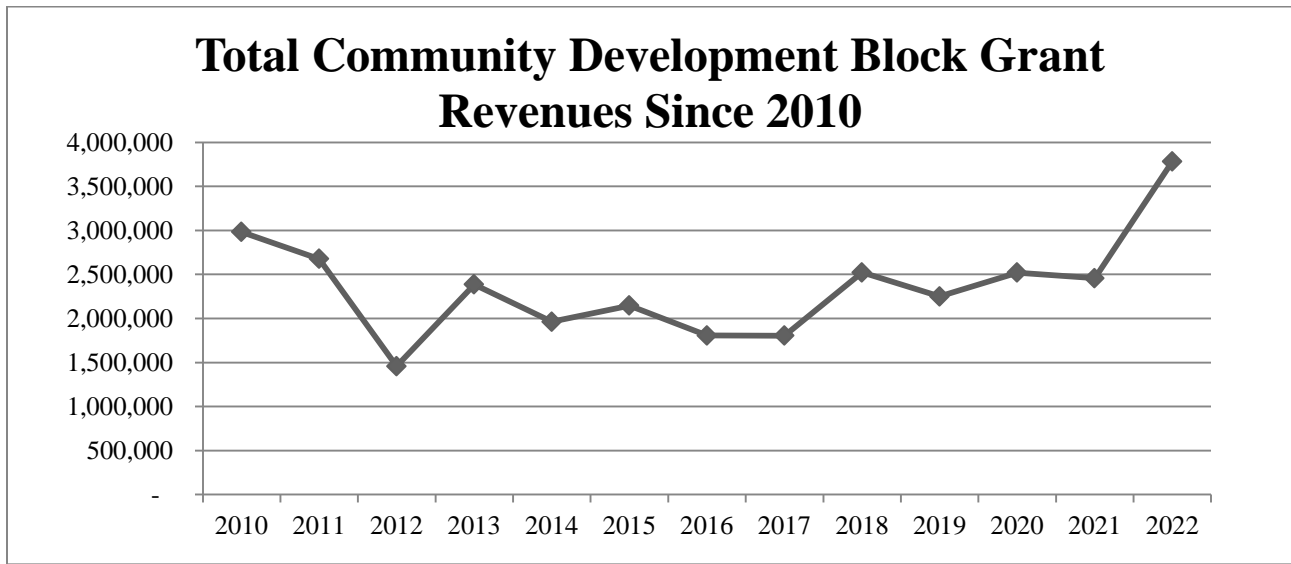
The Community Development Block Grant (CDBG) Fund is used to account for the revenues and expenditures of the CDBG Program. This is classified as a Special Revenue Fund, which is defined as a fund used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. The major source of revenue for this fund is the Federal Department of Housing and Urban Development (HUD) entitlement monies.

For FY 2022, CDBG revenues increase by \$1,323,889 from the 2021 approved budgeted levels, to \$3,780,769. The increase in revenues is primarily due to an increase in the amount that was not spent in the current year that will be spent during FY 2022.

### **SUMMARY OF REVENUES**

	2017/18	2017/18	2019/20	2020/21	2020/21	2020/21	2021/22
	Actual	Actual	Actual	Approved	Adjusted	YTD	Proposed
Federal Grants	2,141,917	1,853,920	1,409,785	2,456,880	7,116,497	1,582,228	3,766,584
Interests and Rents	134	491	354	0	0	40	0
Other Revenues	1,564	0	27,660	0	10,000	10,715	0
Transfers From Other Funds	0	0	0	0	0	0	14,185
Use of Fund Equity	0	0	0	0	11,000	0	0
<b>Total Revenues</b>	<b>2,143,615</b>	<b>1,854,411</b>	<b>1,437,799</b>	<b>2,456,880</b>	<b>7,137,497</b>	<b>1,592,983</b>	<b>3,780,769</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. This trend reveals three significant spikes in revenue: 2010, 2013, and 2018. In 2010 there was a 200% increase in monies for the Stewart McKinney Homeless Program. The CDBG revenue has decreased steadily from 2010 through 2016. In FY 2012 there was revenue expected to come in after the end of the year that was never realized. From 2013 to 2015, there was a sharp decline in revenue due to the Federal sequester that was in place. In FY 2017 revenue remained nearly the same, decreasing by \$455. In FY 2018, revenues increased and included a carryover of



entitlement funds from previous years. FY 2019 saw a decrease as those entitlement funds have been used up. In FY 2020 revenues increase slightly again due to another carryover of funds from the previous year. FY 2022 sees an increase in the amount of carryover funds that have been appropriated.

**DETAIL REVENUES ANALYSIS**

	2017/18	2018/19	2019/20	2020/21	2020/21	2020/21	2021/22
	Actual	Actual	Actual	Approved	Adjusted	YTD	Proposed
Block Grant Entitlement	1,976,490	1,685,165	1,236,845	2,275,071	6,955,688	1,495,699	3,579,737
Stewart McKinney Homeless	165,427	172,355	172,940	181,809	181,809	86,529	186,847
Interest on Investments	134	0	354	0	0	40	0
Reimbursements	564	491	0	0	0	715	0
Demolition Contracts	0	0	16,660	0	0	0	0
Business Expo Revenue	1,000	0	0	0	0	0	0
Donations	0	0	11,000	0	0	10,000	0
Transfers from Other Funds	0	0	0	0	0	0	14,185
<b>Total Revenues</b>	<b>2,143,615</b>	<b>1,854,411</b>	<b>1,437,799</b>	<b>2,456,880</b>	<b>7,137,497</b>	<b>1,592,983</b>	<b>3,780,769</b>

**EXPENDITURE BUDGET SUMMARY**

The total Community Development Block Grant (CDBG) Fund expenditures are \$3,780,769 for FY 2022. This represents a \$1,323,889 increase from the FY 2021 approved budget. *Personnel Services* expenditures increase by \$21,831 or 3.00%. This increase is due to the normal across the board 2% salary increases as well as an increase in active and retiree healthcare costs. *Operating Expenses* for the CDBG increase by \$340,281. Most of this increase comes from an additional amount of spending for street resurfacing. There is *Capital Outlay* of \$5,600 in FY 2022. The category of *Miscellaneous Expenditures* is \$1,820,393 for FY 2022. This represents an increase of \$956,177 for the upcoming year, which is due to an increase in awards issued to sub-grantees.

**FUNDING LEVEL SUMMARY**

	2017/18	2018/19	2019/20	2020/21	2020/21	2020/21	2021/22
	Actual	Actual	Actual	Approved	Adjusted	YTD	Proposed
6510 CDBG Administration	405,172	400,577	403,625	491,572	491,572	376,383	480,500
6511 Special Projects	799,645	583,098	608,792	993,072	1,445,109	447,602	1,374,262
6512 Economic Development	63,200	31,200	35,580	38,000	38,000	13,034	38,000
6513 Econ. Development Subgrantees	344,456	341,906	301,125	356,469	626,463	218,107	324,300
6514 COVID Subgrantees	0	0	0	0	1,272,000	50,614	0
6520 Saginaw Econ. Development Corp.	109,667	102,897	110,075	142,195	163,195	289,372	140,304
6572 Code Compliance	108,546	80,252	80,048	116,275	116,275	82,264	129,365
6574 Subgrantees	176,885	123,990	107,402	137,488	1,069,001	12,565	311,682
6585 McKinney Homeless	165,427	172,354	172,940	181,809	181,809	102,196	982,356
6586 McKinney Homeless	0	0	0	0	1,439,809	48,964	0
8559 Increase to Fund Equity	0	0	0	0	294,234	0	0
<b>Total Expenditures</b>	<b>2,172,998</b>	<b>1,836,274</b>	<b>1,819,587</b>	<b>2,456,880</b>	<b>7,137,497</b>	<b>1,641,101</b>	<b>3,780,769</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	641,457	546,189	614,067	727,286	727,286	569,393	749,117
Operating Expenses	695,925	591,301	476,345	865,378	1,337,015	447,784	1,205,659
Capital Outlay	1,421	0	1,871	0	1,400	595	5,600
Miscellaneous	834,195	698,784	727,304	864,216	5,071,796	623,329	1,820,393
<b>Total Expenditures</b>	<b>2,172,998</b>	<b>1,836,274</b>	<b>1,819,587</b>	<b>2,456,880</b>	<b>7,137,497</b>	<b>1,641,101</b>	<b>3,780,769</b>

**SUMMARY OF POSITIONS**

	<b>2016/17</b>	<b>2017/18</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
6510 CDBG Administration	2.10	2.10	2.10	2.10	2.10	2.10	2.10
6511 Special Projects	1.00	1.00	1.00	1.00	1.00	1.00	1.00
6520 Saginaw Econ. Development Corp.	0.90	0.90	0.95	0.95	0.95	0.95	0.95
6572 Code Compliance	1.00	1.00	1.00	1.00	1.00	1.00	1.00
<b>Total Positions</b>	<b>5.00</b>	<b>5.00</b>	<b>5.05</b>	<b>5.05</b>	<b>5.05</b>	<b>5.05</b>	<b>5.05</b>

The Community Development Block Grant personnel complement is 5.05 FTE for FY 2022. This is the same as the previous fiscal year.

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How to Use the Budget Document” for better clarification of the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**275-6510 CDBG Administration**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	143,621	Deputy Dir. Comm. Serv.	0.60	51,877
Overtime	0	Block Grant Specialist	1.00	60,227
Add Pays	0	Block Grant Accountant	0.50	31,518
Fringe Benefits	292,840			
		<b>Total Personnel</b>	2.10	143,621
<b>TOTAL</b>	<b>436,461</b>			
		<b>Overtime</b>		0
<b>OPERATING EXPENSES</b>				
		FICA		10,987
Supplies	1,500	Healthcare Benefits - Active		44,104
Internal Services	11,589	Healthcare Benefits - Retirees		135,602
Other Services		Pension		102,147
Professional Fees	19,500			
Maintenance Fees	6,600	<b>Total Fringe Benefits</b>		292,840
Other Contracted Fees	4,250			
<b>TOTAL</b>	<b>43,439</b>	<b>TOTAL</b>	<b>2.10</b>	<b>436,461</b>
<b>CAPITAL OUTLAY</b>	600			
<b>TOTAL</b>	<b>600</b>			
<b>TOTAL APPROPRIATION</b>	<b>480,500</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**275-6511 Special Projects**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	51,846			
Overtime	0	Code Enforcement Officer	1.00	51,846
Fringe Benefits	51,882			
		<b>Total Personnel</b>	1.00	51,846
<b>TOTAL</b>	<b>103,728</b>			
		<b>Overtime</b>		0
<b>OPERATING EXPENSES</b>				
Supplies	0	FICA		3,210
Internal Services	5,758	Healthcare Benefits - Active		13,014
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	0	Pension		35,658
Maintenance Fees	1,264,776			
Other Contracted Fees	0	<b>Total Fringe Benefits</b>		51,882
<b>TOTAL</b>	<b>1,270,534</b>			
		<b>TOTAL</b>	<b>1.00</b>	<b>103,728</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>MISCELLANEOUS</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>1,374,262</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**275-6520 Saginaw Economic Development Corp.**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	46,218	Economic Dev. Coord.	0.95	46,218
Overtime	0			
Fringe Benefits	58,982	<b>Total Personnel</b>	0.95	46,218
<b>TOTAL</b>	<b>105,200</b>	<b>Overtime</b>		<b>0</b>
<b>OPERATING EXPENSES</b>				
Supplies	2,467	FICA		3,536
Internal Services	6,787	Healthcare Benefits - Active		20,934
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	11,400	Pension		34,512
Maintenance Fees	10,700	<b>Total Fringe Benefits</b>		<b>58,982</b>
Other Contracted Fees	3,750			
<b>TOTAL</b>	<b>35,104</b>	<b>TOTAL</b>	<b>0.95</b>	<b>105,200</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>140,304</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**275-6572 Code Compliance**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	51,846	Code Enforcement Officer	1.00	51,846
Overtime	0			
Fringe Benefits	51,882	<b>Total Personnel</b>	<u>1.00</u>	<u>51,846</u>
<b>TOTAL</b>	<u><b>103,728</b></u>	<b>Overtime</b>		<u>0</u>
<b>OPERATING EXPENSES</b>				
		FICA		3,210
Supplies	5,000	Healthcare Benefits - Active		13,014
Internal Services	5,868	Healthcare Benefits - Retirees		0
Other Services		Pension		35,658
Professional Fees	0	<b>Total Fringe Benefits</b>		<u>51,882</u>
Maintenance Fees	6,879			
Other Contracted Fees	2,890			
<b>TOTAL</b>	<u><b>20,637</b></u>	<b>TOTAL</b>	<u><b>1.00</b></u>	<u><b>103,728</b></u>
<b>CAPITAL OUTLAY</b>	5,000			
<b>TOTAL</b>	<u><b>5,000</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>129,365</b></u></u>			

**CDBG RESIDENTIAL LOANS (276)  
RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

The CDBG Residential Loan Fund provides loan resources for a variety of housing rehabilitation opportunities for single-family homeowners within the City of Saginaw. This fund is classified as a Special Revenue Fund. CDBG Rental Loans was combined with this fund in FY 2015.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
FEDERAL GRANTS	629,765	RESIDENTIAL LOANS	264,177
INTEREST AND RENTS	9,412	SINGLE FAMILY	405,000
OTHER REVENUES	30,000		
<b>TOTAL RESOURCES</b>	<b>669,177</b>	<b>TOTAL APPROPRIATIONS</b>	<b>669,177</b>

## **CDBG RESIDENTIAL LOANS**

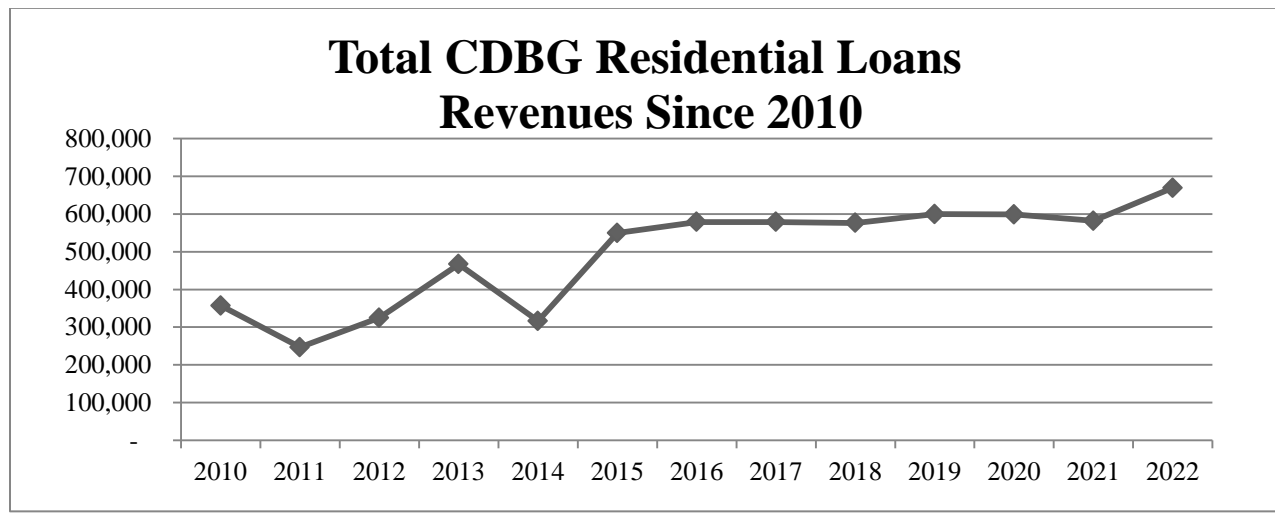
### **REVENUE BUDGET SUMMARY**

The CDBG Residential Loan Fund provides loan resources for a variety of housing rehabilitation opportunities for single-family homeowners within the City of Saginaw. In FY 2015, the Rental Loan Fund was combined with this fund. This fund is classified as a Special Revenue Fund, which is defined as a fund used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. The major source of revenue for this fund is “Federal Grants”, which is anticipated to be \$629,765 in FY 2022. CDBG Residential Loan Fund revenues increase by \$87,478 from FY 2021 totals. This is primarily due to an increase in federal entitlement dollars.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Federal Grants	332,386	238,703	134,922	542,287	941,604	426,465	629,765
Interests and Rents	9,855	12,287	10,095	9,412	9,412	8,471	9,412
Other Revenues	40,408	37,578	206,763	30,000	170,011	25,878	30,000
<b>Total Revenues</b>	<b>382,649</b>	<b>288,568</b>	<b>351,780</b>	<b>581,699</b>	<b>1,121,027</b>	<b>460,814</b>	<b>669,177</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. This fund has experienced two major drops in revenue: in 2011 there was a -30.85% decrease in block grant entitlement monies and in 2014 block grant entitlement and interests on loans came in less than expected. From 2011 forward, there seems to be a gradual increase in revenues. Revenue for FY 2016 increased by \$29,449, due to an increase in block grant entitlement dollars. FY 2017 revenue is the same as FY 2016 and FY 2018 revenue decreased by \$2,799. In FY 2019 there was an increase of \$23,233. In FY 2022 revenues increased by \$87,478 as additional funds have been allocated to the housing program.



## EXPENDITURE BUDGET SUMMARY

The total CDBG Residential Loan Fund expenditures are \$669,177 for FY 2022. This is an increase of \$87,478 from the FY 2021 approved budget. Expenditures for *Personnel Services* increase by 3.4% or \$5,870 due to contractually obligated increases in salaries and benefits. *Operating Expenses* for the CDBG Residential Loans Fund increase by \$1,608. There are no *Capital Outlay* expenditure requests budgeted for this fund. The category of *Miscellaneous Expenditures* is \$405,000, an \$80,000 increase from FY 2021. This is attributed to an increase in loan disbursements.

## FUNDING LEVEL SUMMARY

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
6540 Residential Loans	190,896	185,139	181,244	256,699	256,699	169,266	264,177
6550 Single Families	191,751	103,428	133,566	325,000	682,587	391,608	405,000
8559 Use of Fund Equity	0	0	0	0	181,741	0	0
<b>Total Expenditures</b>	<b>382,647</b>	<b>288,567</b>	<b>314,810</b>	<b>581,699</b>	<b>1,121,027</b>	<b>560,874</b>	<b>669,177</b>

## FUNDING LEVEL BY CATEGORY

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Personnel Services	142,613	149,842	147,950	174,992	174,992	135,330	180,862
Operating Expenses	47,878	34,455	33,294	81,707	81,707	33,936	83,315
Capital Outlay	405	842	0	0	0	0	0
Miscellaneous	191,751	103,428	133,566	325,000	864,328	391,608	405,000
<b>Total Expenditures</b>	<b>382,647</b>	<b>288,567</b>	<b>314,810</b>	<b>581,699</b>	<b>1,121,027</b>	<b>560,874</b>	<b>669,177</b>

## SUMMARY OF POSITIONS

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
6540 Residential Loans	1.60	1.60	1.60	1.60	1.60	1.60	1.60
<b>Total Positions</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>

The Residential Loan personnel complement is 1.60 FTE for FY 2022. This is the same as in the previous fiscal year.

The following "Expenditure Detail" page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to "How to Use the Budget Document" for better clarification for the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**276-6540 Residential Loans**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	91,472	Deputy Dir. Comm. Serv.	0.10	8,646
Overtime	0	Block Grant Accountant	0.50	31,518
Add Pays	0	Housing Rehabilitation		
Fringe Benefits	89,390	Program Coordinator	1.00	51,308
<b>TOTAL</b>	<b>180,862</b>	<b>Total Personnel</b>	<b>1.60</b>	<b>91,472</b>
<b>OPERATING EXPENSES</b>		<b>Overtime</b>		<b>0</b>
Supplies	3,378	FICA		6,998
Internal Services	9,974	Healthcare Benefits - Active		22,904
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	8,000	Pension		59,488
Maintenance Fees	55,713	<b>Total Fringe Benefits</b>		<b>89,390</b>
Other Contracted Fees	6,250			
<b>TOTAL</b>	<b>83,315</b>	<b>TOTAL</b>	<b>1.60</b>	<b>180,862</b>
<b>MISCELLANEOUS</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>264,177</b>			

**HOME PROGRAM (278)  
RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

The HOME Program Fund provides for city generated housing activities as well as current City of Saginaw Community Housing Development Organization (CHDO) sub-recipients. The focus is on providing affordable products to eligible low-income families for housing rehabilitation. The CHDO activity allows the city to participate with developers in new home construction.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
FEDERAL GRANTS	909,965	HOME PROGRAM	909,965
<b>TOTAL RESOURCES</b>	<b><u>909,965</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>909,965</u></b>

## *HOME PROGRAM*

### REVENUE BUDGET SUMMARY

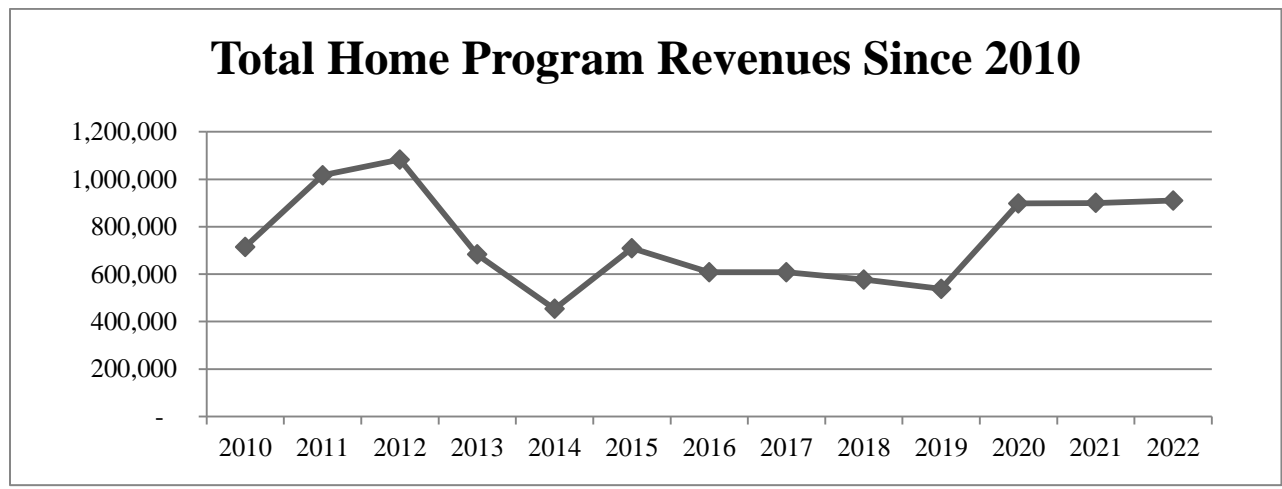
The HOME Program Fund provides for city generated housing activities as well as current City of Saginaw Community Housing Development Organization (CHDO) sub-recipients. The focus is on providing affordable products to eligible low-income families for housing rehabilitation. This fund is classified as a Special Revenue Fund, which means it is used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

HOME Program revenues are \$909,965 for FY 2022, an increase of \$9,883. This is due to an increase in carryover of prior year funds.

### SUMMARY OF REVENUES

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Federal Grants	268,822	417,549	233,815	900,082	1,140,082	103,941	909,965
Other Revenues	3	40,294	32,327	0	0	0	0
<b>Total Revenues</b>	<b>268,825</b>	<b>457,843</b>	<b>266,142</b>	<b>900,082</b>	<b>1,140,082</b>	<b>103,941</b>	<b>909,965</b>

### REVENUE TRENDS



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. The lowest points of revenues for this fund was in 2014. In this year the significant decrease was due to reductions in the HOME Program allocation. The year with the highest revenue for this fund was 2012. Revenue increased by \$360,062 for FY 2020 to a total of \$898,144 due to an increase in federal entitlement funding and use of carryover funds. Revenues increase in FY 2022 by \$9,883.

## EXPENDITURE BUDGET SUMMARY

The total HOME Program Fund expenditures are \$909,965 for FY 2022. This represents an increase of \$9,883 from the FY 2021 approved budget. *Personnel Services* increase by \$1,413. *Operating Expenses* for the HOME Program Fund are \$1,536. This is an increase of \$16 in information management charges. There are no *Capital Outlay* costs and *Miscellaneous Expenditures* increase by \$8,454 due to an increase in grant disbursements.

## FUNDING LEVEL SUMMARY

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
6580 HOME Program	268,825	457,844	266,143	900,082	1,140,082	179,000	909,965
<b>Total Expenditures</b>	<b>268,825</b>	<b>457,844</b>	<b>266,143</b>	<b>900,082</b>	<b>1,140,082</b>	<b>179,000</b>	<b>909,965</b>

## FUNDING LEVEL BY CATEGORY

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Personnel Services	28,940	41,055	39,397	44,783	44,783	34,714	46,196
Operating Expenses	1,414	1,377	1,419	1,520	1,520	1,267	1,536
Capital Outlay	0	0	0	0	0	0	0
Miscellaneous	238,471	415,412	225,327	853,779	1,093,779	143,019	862,233
<b>Total Expenditures</b>	<b>268,825</b>	<b>457,844</b>	<b>266,143</b>	<b>900,082</b>	<b>1,140,082</b>	<b>179,000</b>	<b>909,965</b>

## SUMMARY OF POSITIONS

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
6580 CDBG HOME Program	0.30	0.30	0.30	0.30	0.30	0.30	0.30
<b>Total Positions</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>

The HOME Program's personnel complement is 0.30 FTE for FY 2022. This is the same as the previous fiscal year.

The following "Expenditure Detail" page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to "How to Use the Budget Document" for better clarification for the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**278-6580 HOME Program**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	25,938	Deputy Dir. Comm. Serv.	0.30	25,938
Overtime	0			
Fringe Benefits	20,258	<b>Total Personnel</b>	0.30	25,938
<b>TOTAL</b>	<b>46,196</b>	<b>Overtime</b>		0
<b>OPERATING EXPENSES</b>				
		FICA		1,984
Supplies	0	Healthcare Benefits - Active		6,241
Internal Services	1,536	Healthcare Benefits - Retirees		0
Other Services		Pension		12,033
Professional Fees	0	<b>Total Fringe Benefits</b>		20,258
Maintenance Fees	0			
Other Contracted Fees	0			
<b>TOTAL</b>	<b>1,536</b>	<b>TOTAL</b>	<b>0.30</b>	<b>46,196</b>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<b>0</b>			
<b>MISCELLANEOUS</b>				
	862,233			
<b>TOTAL</b>	<b>862,233</b>			
<b>TOTAL APPROPRIATION</b>	<b>909,965</b>			

**NEIGHBORHOOD STABILIZATION PROGRAM (279)  
 RESOURCE ALLOCATION  
 2021/2022 PROPOSED BUDGET**

This fund is a combination of Neighborhood Stabilization Program (NSP) I, II and III. The City expects to utilize all three programs for the acquisition and redevelopment of foreclosed properties as well as demolition of blighted structures.

<b>RESOURCES</b>	<b>APPROPRIATIONS</b>
FEDERAL GRANTS	0
TRANSFERS IN	0
<b>TOTAL RESOURCES</b>	<b>0</b>
	<b>TOTAL APPROPRIATIONS</b>
	<b>0</b>

## ***NEIGHBORHOOD STABILIZATION PROGRAM (NSP)***

### **REVENUE BUDGET SUMMARY**

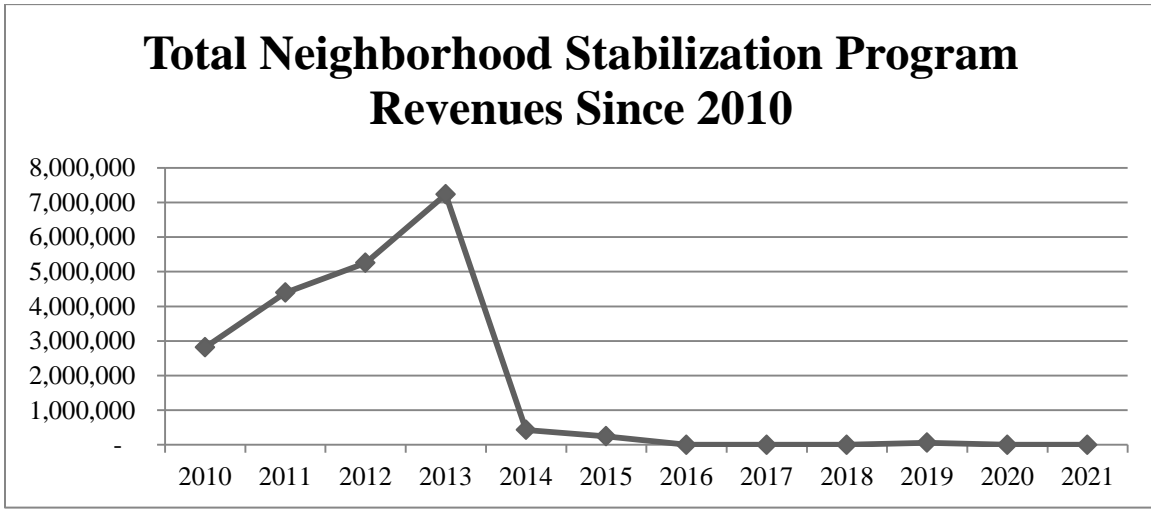
This fund is a combination of NSP I, II and III. The City no longer receives NSP funding from the Federal Government. The statutory deadline for NSP II funding was met in February 2013. This fund is classified as a Special Revenue Fund, which means it is used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. The major source of revenue for this is an allocation from the Department of Housing and Urban Development, which must be completely expended within three years.

The NSP revenues are \$0 for FY 2022. A transfer in the amount of \$59,204 from the general fund as part of an internal deficit elimination plan for NSP II will be made near the end of the fiscal year. This plan has been put in place to pay off the deficit over five years beginning in FY 2019.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Federal Grants	0	0	0	0	0	0	0
Other Revenues	0	0	0	0	0	0	0
Transfers From Other Funds	0	59,204	59,204	0	59,204	0	0
<b>Total Revenues</b>	<b>0</b>	<b>59,204</b>	<b>59,204</b>	<b>0</b>	<b>59,204</b>	<b>0</b>	<b>0</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 through 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. The City was awarded its first NSP allocation in 2010. In 2011 and 2012, the city saw an increase in revenue directly related to the City receiving awards for NSP II and III. NSP I, II and III funding is no longer available beginning as of FY 2016. A five year internal deficit elimination plan for NSP II begins in FY 2019 in the amount of \$59,204. A transfer will be made at the end of FY 2022 to make this year's payment toward the plan.



**EXPENDITURE BUDGET SUMMARY**

The total Neighborhood Stabilization Program Fund expenditures are \$0 for FY 2021. There are no *Personnel Services* expenditures budgeted in FY 2022. The city does not anticipate any activity related to NSP I, II, or III. There are no *Operating Expenses* or *Capital Outlay*.

**FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
NSP I	0	0	0	0	0	0	0
NSP II	0	0	0	0	0	0	0
NSP III	0	0	0	0	0	0	0
NSP IV	0	0	0	0	0	0	0
Increase in Fund Equity	0	0	0	0	59,204	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>59,204</b>	<b>0</b>	<b>0</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	59,204	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>59,204</b>	<b>0</b>	<b>0</b>

**SEDC REVOLVING LOAN (282)  
RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

The purpose of the Saginaw Economic Development Corporation (SEDC) Revolving Loan Fund (RLF) is to create permanent, long-term jobs within the City of Saginaw by providing “gap” and start-up financing to qualified businesses for eligible activities. Loans made through the Revolving Loan Fund are intended to help bridge the gap created by shortfalls in commercial financing. Funds are repaid into the program and recycled to other businesses, thus allowing an ongoing job-creation program. Funds are available for businesses located in the City of Saginaw.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
INTEREST AND RENTS	50,000	SEDC	1,004,000
OTHER REVENUES	254,000		
USE OF FUND EQUITY	700,000		
<b>TOTAL RESOURCES</b>	<b><u>1,004,000</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>1,004,000</u></b>

## **SEDC REVOLVING LOAN**

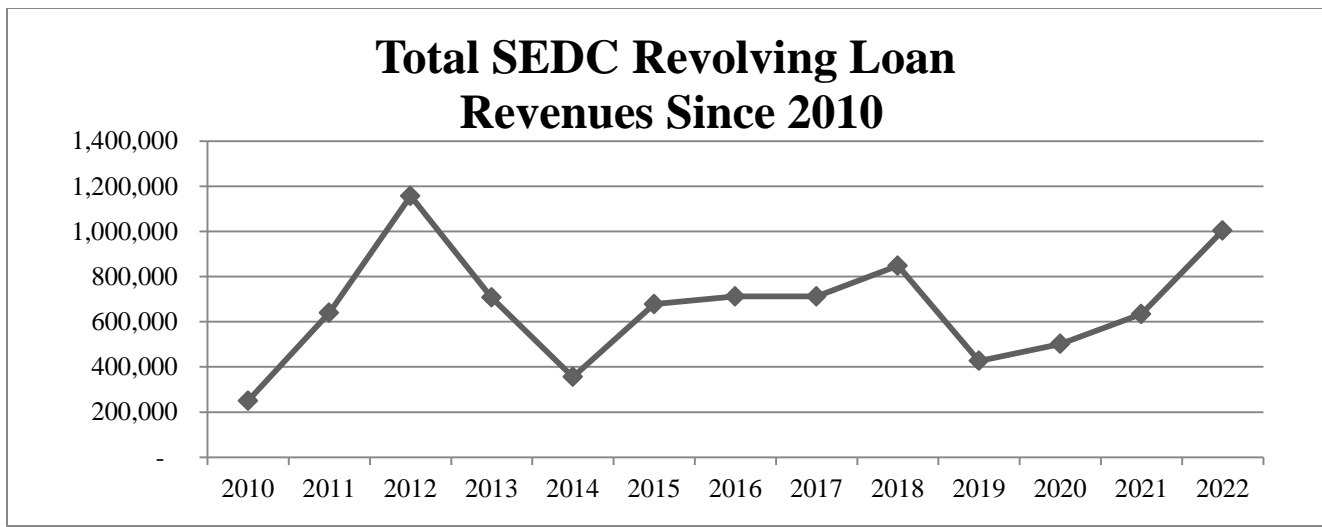
### **REVENUE BUDGET SUMMARY**

The purpose of the SEDC Revolving Loan Fund (RLF) is to create permanent, long-term jobs within the City of Saginaw by providing “gap” and start-up financing to qualified businesses for eligible activities. Loans made through the Revolving Loan Fund are intended to help bridge the gap created by shortfalls in commercial financing. This fund is classified as a Special Revenue Fund, which is defined as a fund used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. The FY 2022 SEDC Revolving Loan fund revenues are \$1,004,000 which is an increase of \$370,000 from the 2021 approved budgeted levels. This increase is due to a higher appropriation of fund balance.

### **SUMMARY OF REVENUE**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Federal Grants	38,493	39,892	0	0	0	0	0
Charge for Services	1,600	300	400	1,500	1,500	0	1,500
Interest and Rents	34,326	64,674	50,814	65,000	65,000	25,148	50,000
Other Revenues	390,662	402,526	335,941	312,500	913,119	99,153	252,500
Use of Fund Equity	59,683	0	0	255,000	255,000	0	700,000
<b>Total Revenues</b>	<b>524,764</b>	<b>507,392</b>	<b>387,155</b>	<b>634,000</b>	<b>1,234,619</b>	<b>124,301</b>	<b>1,004,000</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. FY 2010 began an increase in revenue and 2013 saw a large dip. FY 2016 saw a slight increase in revenue overall from FY 2015. FY 2016 and 2017 recognized the same amount of revenue. FY 2018 recognized an increase over FY 2017 due to the recognition of additional program income. FY 2019 saw a large decrease due to a reduction in the use of fund balance. FY 2022 revenues will increase due to an increase in the use of fund equity.

## EXPENDITURE BUDGET SUMMARY

The total SEDC Revolving Loan Fund expenditures are \$1,004,000 for FY 2022. There are no *Personnel Services* expenditures for FY 2021. *Operating Expenses* amount to \$27,500 for utilities, rents and taxes, and operating services. There are no *Capital Outlay* purchase requests budgeted for this fund. The category of *Miscellaneous Expenditures* is \$976,500, an increase of \$370,000 due to an increase in loan disbursements.

## FUNDING LEVEL SUMMARY

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
8570 Saginaw Economic Develop. Corp.	524,764	310,123	48,341	634,000	1,234,619	98,076	1,004,000
<b>Total Expenditures</b>	<b>524,764</b>	<b>310,123</b>	<b>48,341</b>	<b>634,000</b>	<b>1,234,619</b>	<b>98,076</b>	<b>1,004,000</b>

## FUNDING LEVEL BY CATEGORY

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	15,049	320	5,457	27,500	27,500	(2)	27,500
Capital Outlay	0	0	0	0	0	0	0
Miscellaneous	509,715	309,803	42,884	606,500	1,207,119	98,078	976,500
<b>Total Expenditures</b>	<b>524,764</b>	<b>310,123</b>	<b>48,341</b>	<b>634,000</b>	<b>1,234,619</b>	<b>98,076</b>	<b>1,004,000</b>

**UNFUNDED LIABILITIES FUND (296)**  
**RESOURCE ALLOCATION**  
**2021/2022 PROPOSED BUDGET**

This fund was established to begin funding the unfunded health insurance premiums that are fully paid for all city retirees. The unfunded liability, as of 2016, was estimated to be \$272 million. An actuarial valuation provides recommended funding levels over the next five years.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
INTEREST	18,882	INCREASE FUND EQUITY	196,882
OTHER REVENUES	178,000		
<b>TOTAL RESOURCES</b>	<b><u>196,882</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>196,882</u></b>

## ***UNFUNDED LIABILITIES FUND***

### **REVENUE BUDGET SUMMARY**

The Unfunded Liabilities Fund is considered a Special Revenue Fund of the City of Saginaw. This fund was established to start funding the unfunded health insurance premiums or Other Post Employee Benefits (OPEB) that are fully paid for city retirees. As of FY 2016, the total unfunded liability was estimated at \$272 million. The major revenue source for this fund is “Charge for Services”. Each year, the Office of Management and Budget meets with the City Manager and determines how much is available in each fund to allocate toward the City’s OPEB liability. In general, this amount has been \$250,000. A percentage of this established amount is then allocated to each fund. This figure is based on the number of employees that retired from that fund. An additional revenue source for this fund is revenues received from interest on investments. Generally, this revenue is driven by market conditions and thereby fluctuates from year to year.

For FY 2022, the Unfunded Liabilities Fund’s revenues are \$196,882. This is the same as in the previous fiscal year.

### **SUMMARY OF REVENUES**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Interest	0	85,607	2,314	18,882	18,882	37	18,882
Transfers	0	277,592	250,000	178,000	178,000	148,333	178,000
Use of Fund Balance	0	629,743	721,089	0	0	0	0
<b>Total Revenues</b>	<b>0</b>	<b>992,942</b>	<b>973,403</b>	<b>196,882</b>	<b>196,882</b>	<b>148,370</b>	<b>196,882</b>

### **EXPENDITURE BUDGET SUMMARY**

The total Unfunded Liabilities Fund Expenditures are \$196,882 for FY 2022. The City appropriated these funds to pay toward the OPEB Liability.

### **FUNDING LEVEL SUMMARY**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
8525 Retiree Health	0	973,340	973,340	0	0	0	0
8559 Increase Fund Equity	0	19,602	63	196,882	196,882	0	196,882
<b>Total Expenditures</b>	<b>0</b>	<b>992,942</b>	<b>973,403</b>	<b>196,882</b>	<b>196,882</b>	<b>0</b>	<b>196,882</b>

### **FUNDING LEVEL BY CATEGORY**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Personnel Services	0	973,340	973,340	0	0	0	0
Operating Expenses	0	19,602	63	18,882	18,882	0	18,882
Capital Outlay	0	0	0	0	0	0	0
Miscellaneous	0	0	0	178,000	178,000	0	178,000
<b>Total Expenditures</b>	<b>0</b>	<b>992,942</b>	<b>973,403</b>	<b>196,882</b>	<b>196,882</b>	<b>0</b>	<b>196,882</b>

**CAPITAL PROJECT FUND (401)  
RESOURCE ALLOCATION  
2021/22 PROPOSED BUDGET**

The Capital Project Fund accounts for the financial resources that are used for long-term investment projects requiring large sums of capital to acquire, develop, improve, and/or maintain capital assets.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
TRANSFERS	496,121	GENERAL FUND - CEMETERIES	116,978
		STREET LIGHTING	116,979
		FACILITIES	116,979
		RUBBISH COLLECTION -	145,185
<b>TOTAL RESOURCES</b>	<u><u>496,121</u></u>	<b>TOTAL APPROPRIATIONS</b>	<u><u>496,121</u></u>

## ***CAPITAL PROJECT FUND***

### **REVENUE BUDGET SUMMARY**

Capital Project Fund is considered to be a Special Revenue Fund of the City. Revenues and expenditures are related to the acquisition, development, improvement, and/or maintenance of capital assets.

During FY 2016, the City of Saginaw issued a \$5,095,000 General Obligation Limited Tax Capital Improvement Bond for the purchase of four recycling trucks, retro-fit of the street lighting system to LED, upgrades to the energy management system, and the purchase of various vehicles and equipment for the General Fund – Facilities Division, Sewer and Water Operations and Maintenance Funds. The Capital Project Fund accounts for the purchase, acquisition, and debt service payments for the General and Special Revenue Funds. This accounts for \$3,692,946 of the \$5,095,000 issuance.

In FY 2022, the city is expected to pay interest and principal payments. This equates to \$496,121. This represents a \$19,267 increase from the previous fiscal year. This increase is due to normal increases to the repayment of the General Obligation Limited Tax Capital Improvement Bond, which requires an increase to the contributing funds.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Interest on Investments	135	11	36	0	0	6	0
State Grants	0	0	0	0	40,370	0	0
Reimbursements	0	0	33,000	0	110,000	0	0
Transfer from Other Fund	445,616	663,902	1,576,247	476,854	802,075	401,038	496,121
Use of Fund Equity	0	0	0	0	754,950	0	0
<b>Total Revenues</b>	<b>445,751</b>	<b>663,913</b>	<b>1,609,283</b>	<b>476,854</b>	<b>1,707,395</b>	<b>401,044</b>	<b>496,121</b>

### **EXPENDITURE BUDGET SUMMARY**

The total Capital Project Fund for FY 2022 is \$496,121. This is \$19,267 increase from FY 2021.

### **FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
1747 GF – Cemeteries	107,166	104,633	105,465	112,621	112,621	95,269	116,978
3868 GF Parking	0	0	186,149	0	1,005,305	592,934	0
4581 Rubbish Administration	0	0	0	0	0	0	0
4582 Rubbish Collection	133,005	129,862	130,895	138,820	138,820	118,241	145,185
4611 Engineering	0	0	10,520	0	221,886	209,5690	0
4620 GF – Street Lighting	107,166	104,633	105,465	112,706	112,706	95,269	116,979
7575 GF – Facilities	392,222	182,572	313,822	112,707	112,706	98,619	116,979
7580 GF – Celebration Park	0	142,211	47,320	0	0	0	0
<b>Total Expenditures</b>	<b>739,559</b>	<b>663,911</b>	<b>899,636</b>	<b>476,854</b>	<b>1,707,395</b>	<b>1,209,901</b>	<b>496,121</b>



**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	285,417	361	61,728	276	248,141	223,424	361
Capital Outlay	0	220,150	390,979	0	982,676	582,791	0
Miscellaneous	454,142	443,400	446,929	476,578	476,578	403,686	495,760
<b>Total Expenditures</b>	<b>739,559</b>	<b>663,911</b>	<b>899,636</b>	<b>476,854</b>	<b>1,707,395</b>	<b>1,209,901</b>	<b>496,121</b>

**CELEBRATION PARK (508)  
RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

Frank N. Andersen - Celebration Park (formerly known as Andersen Water Park) is the City of Saginaw's newest community recreation experience located in the heart of the City. Celebration Park has been redeveloped into the most exciting recreation experience in the Tri-Cities. The City's mission was to repurpose the former Andersen Water Park into a lower cost, lower maintenance facility that is free to the public and for the use of people of all ages and abilities.

Frank N. Andersen - Celebration Park is a community park that is comfortable and easily accessible with shaded areas, walking paths, and leisure activities. It contains a variety of activities and learning experiences, and takes advantage of the natural surroundings. The park provides a relaxed setting for social interaction and focuses on improving the community and the families that live here. The new park features a water splash park, skateboarding plaza, playground, a scenic boardwalk along Lake Linton, bocce ball courts, volleyball courts, picnic pavilion, exercise path, and open green space. Best of all, the park is free to the public.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
TRANSFERS	0	CELEBRATION PARK	0
<b>TOTAL RESOURCES</b>	<b>0</b>	<b>TOTAL APPROPRIATIONS</b>	<b>0</b>

## **CELEBRATION PARK**

### **REVENUE BUDGET SUMMARY**

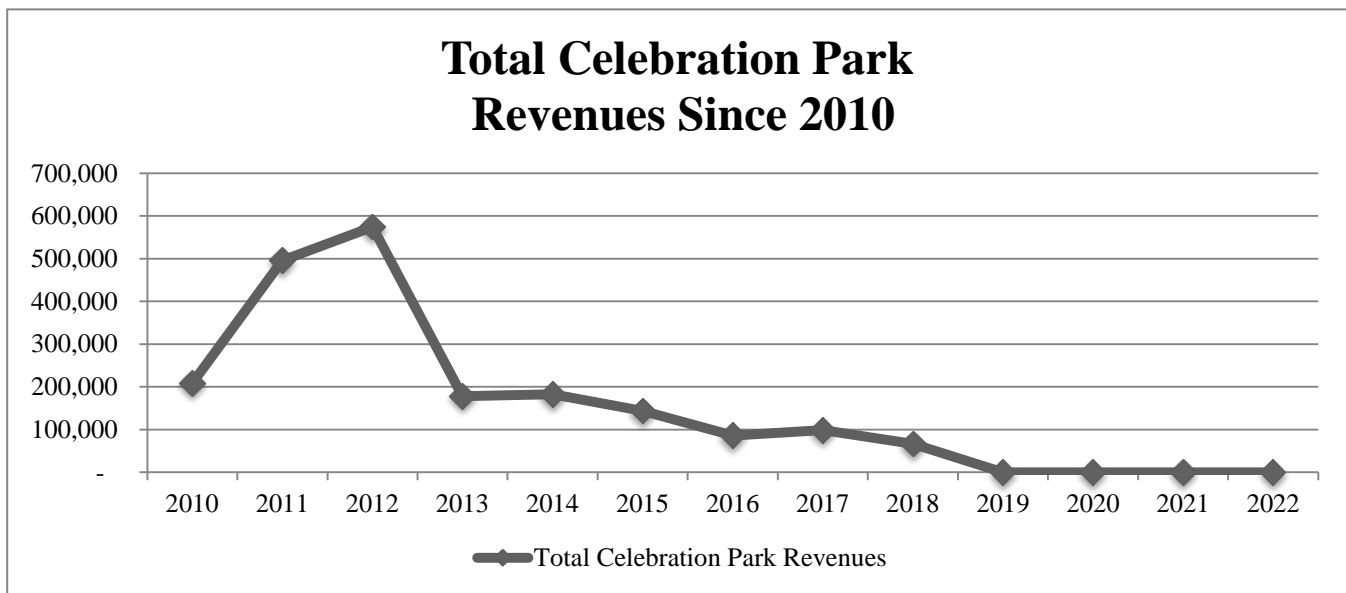
The Celebration Park Fund is considered to be a Special Revenue Fund of the City. Revenues and expenditures related to the construction and operation of the Frank N. Andersen – Celebration Park is recorded in this fund.

The Celebration Park Fund revenue is \$0 for FY 2022. In FY 2019 Celebration Park operations were merged into the general fund, so all activity will be recognized there.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
State Grants	0	0	0	0	0	0	0
Local Grants	0	0	0	0	0	0	0
Services and Sales	0	0	0	0	0	0	0
Interests and Rents	29	0	0	0	0	0	0
Use of Fund Equity	0	0	0	0	0	0	0
Transfer from Other Fund	75,514	0	0	0	0	0	0
<b>Total Revenues</b>	<b>75,543</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. From 2010 through 2011, revenue steadily increases through grants from the state and local entities to complete the park’s construction. In 2013 the park support from government grants decreased drastically. By FY 2013, revenues leveled out and were transferred in to maintain operations. In FY 2014, revenues began decreasing due to the completion of the deficit elimination plan and the completion of the Boulder Climbing Structure and Connector Path. The FY 2017 budget increased 14%. This was due to an increase to the operating transfers into the fund from other funds to pay for planned capital expenditures. The FY 2018 decreased 33%, due to fewer operating transfers needed to support

the operation of Celebration Park. In FY 2019, Celebration Park operations were merged into the general fund, so revenues will be zero because the Celebration Park fund will no longer be used.

**EXPENDITURE BUDGET SUMMARY**

The total Celebration Park Fund expenditures are \$0 for FY 2022. Celebration Park operations have been merged into the general fund.

**FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
7580 Celebration Park	75,543	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>75,543</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	22,622	0	0	0	0	0	0
Operating Expenses	52,921	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>75,543</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SUMMARY OF POSITIONS**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
7580 Celebration Park (PTE)	11.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Positions</b>	<b>11.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

The FY 2022 personnel complement for this fund is zero. Personnel has been reallocated to the General Fund.

**BOAT LAUNCH OPERATIONS (239)**  
**RESOURCE ALLOCATION**  
**2021/2022 PROPOSED BUDGET**

The Boat Launch Operations Fund accounts for the revenues collected from the Wickes and Rust Avenue boat launches for parking and admission fees. This fund also accounts for the operation and maintenance expenditures of these sites. In FY 2015/2016, this fund became an enterprise fund that accounts for its business-type activity on a full accrual basis.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE FOR SERVICES	25,000	BOAT LAUNCH OPERATION	20,500
		TRANSFERS	4,500
<b>TOTAL RESOURCES</b>	<b>25,000</b>	<b>TOTAL APPROPRIATIONS</b>	<b>25,000</b>

## ***BOAT LAUNCH OPERATIONS***

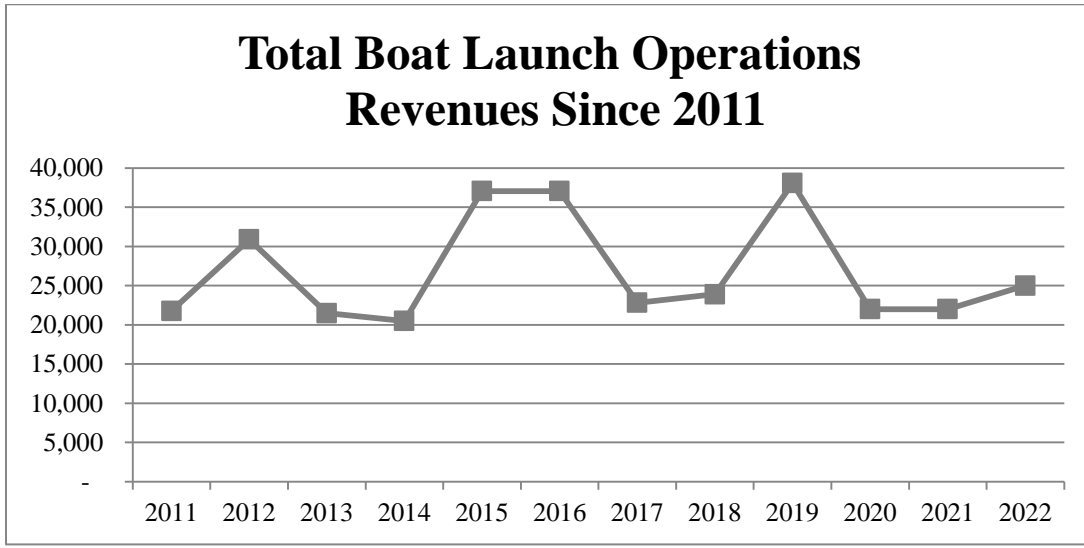
### **REVENUE BUDGET SUMMARY**

The Boat Launch Operations Fund accounts for the revenues collected from the Wickes and Rust Avenue boat launches for parking and admission fees. This fund also accounts for the operation and maintenance expenditures of these sites. In FY 2016, this fund became an enterprise fund that accounts for its business-type activity on a full accrual basis. This is appropriate because revenue for this fund is collected through a charge to external users of the City’s boat launches. The major revenue source for this fund is “Charges for Services”, which is \$25,000 in FY 2022. This is an increase of \$3,000 from the previous year.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Charges for Service	23,868	11,509	27,675	22,000	22,000	21,500	25,000
Interest and Rents	38	31	7	0	0	1	0
Other Revenues	0	0	24,870	0	0	0	0
Use of Fund Equity	5,410	15,033	0	0	0	0	0
<b>Total Revenues</b>	<b>29,316</b>	<b>26,573</b>	<b>52,552</b>	<b>22,000</b>	<b>22,000</b>	<b>21,501</b>	<b>25,000</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2011 – FY 2020 Actual Revenues, and FY 2021 Approved and FY 2022 Proposed Revenues. The revenue trend above illustrates four significant drops in revenue: in 2011, 2013, 2017, and 2020. All four decreases were due to significant drop in the payment of Boat Launch services from private citizens. However, the drop in FY 2020 also results from not using any fund equity compared to the prior year. FY 2022 has an expected increase of \$3,000.

**EXPENDITURE BUDGET SUMMARY**

The Boat Launch Fund is \$25,000 in FY 2022, which is a \$3,000 increase from FY 2021. For *Personnel Services*, there are no expenditures for FY 2022. *Operating Expenses* are \$13,950 for FY 2022, an increase of \$559. *Capital Outlay* of \$6,550 is planned for this year for minor repairs to the boat dock. The category of *Miscellaneous Expenditures* will be \$4,500 for FY 2022. This increase is to repay the General Fund for the loan for the automated kiosk.

**FUNDING LEVEL SUMMARY**

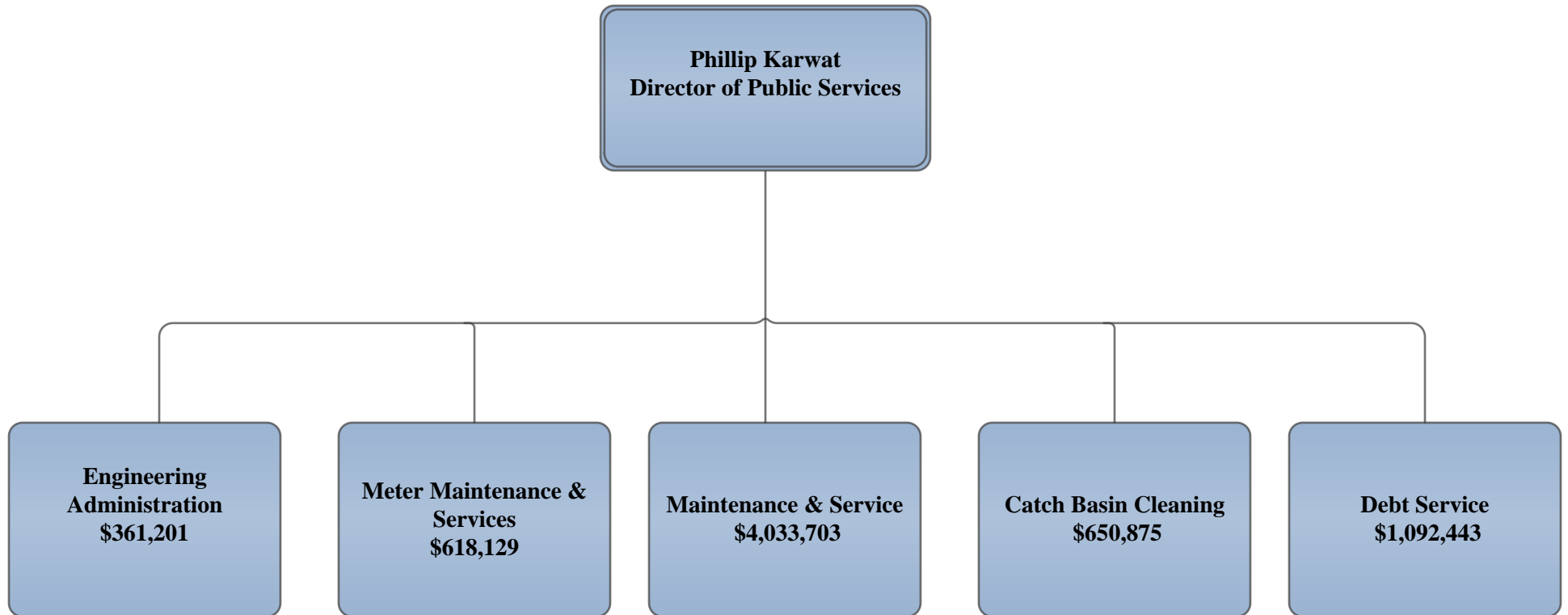
	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
7546 Boat Launch Operation	29,316	26,573	17,563	17,500	17,500	6,031	20,500
9660 Transfers	0	0	0	4,500	4,500	4,500	4,500
<b>Total Expenditures</b>	<b>29,316</b>	<b>26,573</b>	<b>17,563</b>	<b>22,000</b>	<b>22,000</b>	<b>10,531</b>	<b>25,000</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	29,316	26,573	15,213	13,391	13,391	5,976	13,950
Capital Outlay	0	0	2,250	4,109	4,109	55	6,550
Miscellaneous	0	0	0	4,500	4,500	4,500	4,500
<b>Total Expenditures</b>	<b>29,316</b>	<b>29,573</b>	<b>17,563</b>	<b>22,000</b>	<b>22,000</b>	<b>10,531</b>	<b>25,000</b>

# CITY OF SAGINAW

## SEWER OPERATIONS AND MAINTENANCE FUND

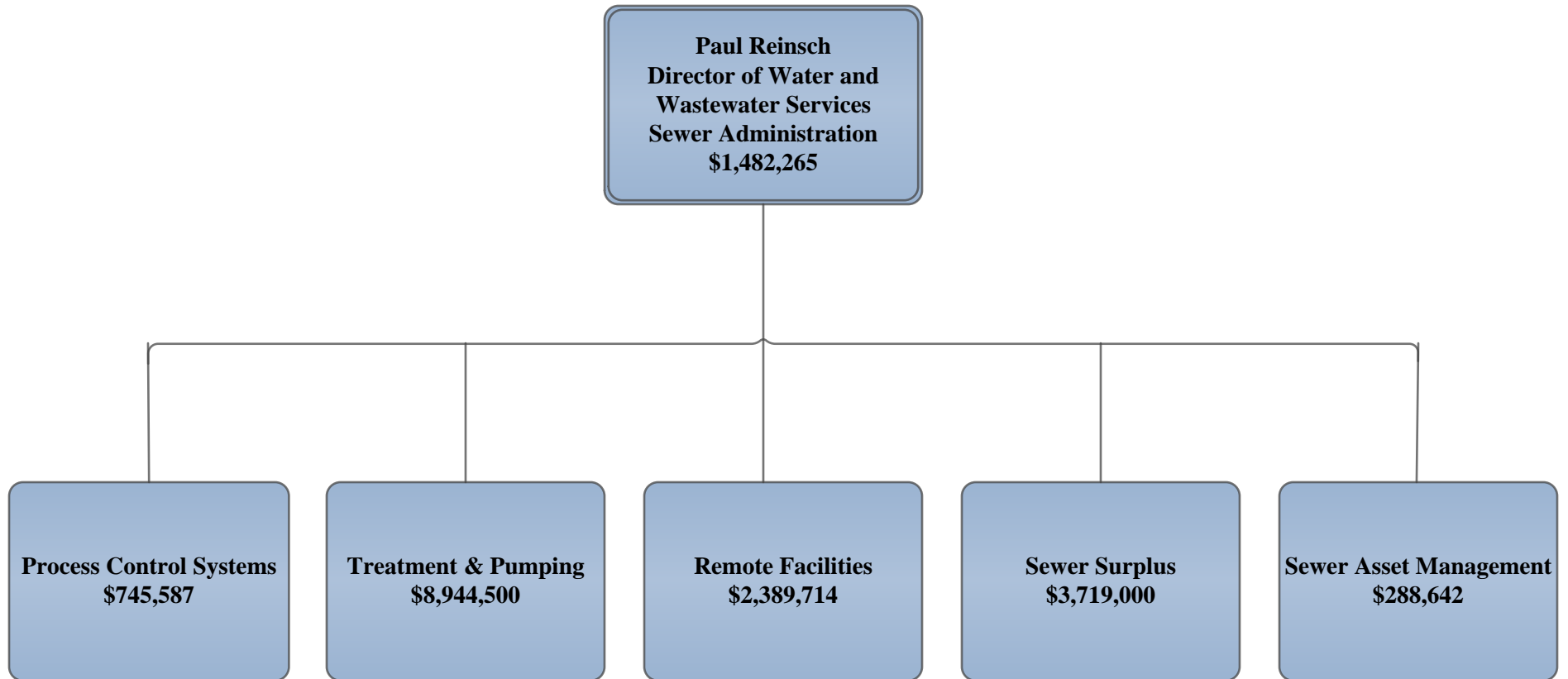


*The total Sewer Operations and Maintenance Fund is \$24,932,724 for FY 2022. Customer Accounting is recognized with the Department of Fiscal Services \$559,615 and there are operating transfers out of \$47,050.*



# CITY OF SAGINAW

## SEWER OPERATIONS AND MAINTENANCE FUND



*The total Sewer Operations and Maintenance Fund is \$24,932,724 for FY 2022. Customer Accounting is recognized with the Department of Fiscal Services \$559,615 and there are operating transfers out of \$47,050.*

**SEWER OPERATIONS AND MAINTENANCE FUND (590)**  
**RESOURCE ALLOCATION**  
**2021/2022 PROPOSED BUDGET**

The Sewer Operations and Maintenance Fund is the largest Enterprise/Proprietary Fund for the City of Saginaw. This fund is used to account for revenues and expenditures associated with the provision of sewer services to residential, commercial, and industrial establishments of the City as well as several municipalities surrounding the City.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
PROPERTY TAXES	(40,000)	SEWER ADMINISTRATION	1,482,265
NON-BUSINESS PERMITS	200	ENGINEERING ADMIN.	361,201
SERVICES - SALES	21,811,000	PROCESS CONTROL SYSTEMS	745,587
FINES AND FORFEITURES	69,000	METER MAINT. & SERVICE	618,129
INTEREST AND RENTS	561,500	MAINTENANCE & SERVICE	4,033,703
OTHER REVENUES	106,545	CATCH BASIN CLEANING	650,875
USE OF RETAINED EARNINGS	2,424,479	TREATMENT & PUMPING	8,944,500
		SEWER ASSET MANAGEMENT	288,642
		REMOTE FACILITIES	2,389,714
		SEWER SURPLUS	3,719,000
		DEBT SERVICE	1,092,443
		CUSTOMER ACCOUNTING	559,615
		TRANSFERS OUT	47,050
<b>TOTAL RESOURCES</b>	<b><u>24,932,724</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>24,932,724</u></b>

## **SEWER OPERATIONS AND MAINTENANCE**

### **REVENUES BUDGET SUMMARY**

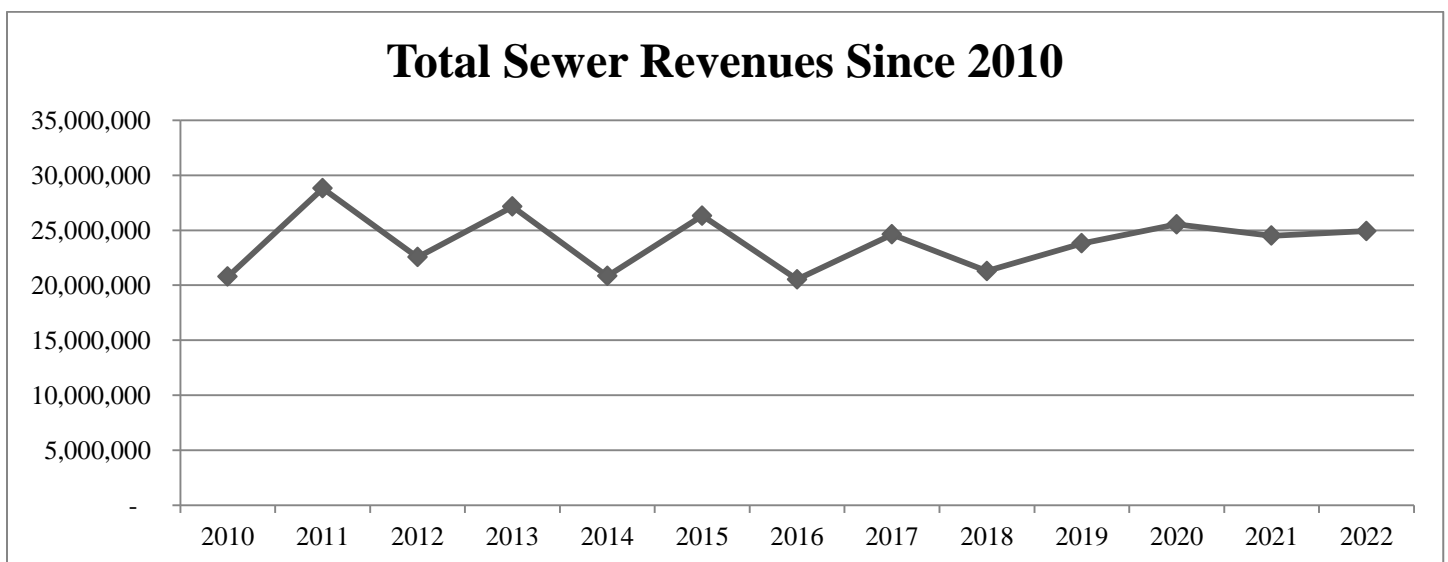
The Sewer Operation and Maintenance Fund’s major revenue sources are charges based upon the size of the meter, “readiness-to-serve charges” and the quantity of water consumed “commodity charge”. This is based on the water consumption. The City also assesses a utility lien charge for industrial users of the system. Other revenue sources are IPP permits, septic hauling fees, interest, EPA grants, IPP testing and sampling, IPP fines and charges, surplus receipts, insurance claims, use of fund equity, and bond proceeds.

For FY 2022, the Sewer Operations and Maintenance Fund’s revenues are \$24,932,724. This is an increase of \$350,576 or 1.43%. The increase in revenues is a direct result of a higher appropriation of retained earnings.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Property Taxes	(30,747)	(38,650)	(5,994)	(40,000)	(40,000)	0	(40,000)
State Grants	302,339	0	0	0	0	0	0
Non-Business Permits	0	2400	0	800	800	200	200
Services – Sales	20,280,038	19,750,254	19,489,296	21,775,000	21,775,000	15,631,611	21,811,000
Fines and Forfeitures	72,852	77,710	69,771	70,000	70,000	82,095	69,000
Interest and Rents	510,350	575,001	399,433	561,500	561,500	135,249	561,500
Other Revenues	145,698	191,466	151,921	105,813	105,813	107,743	106,545
Use of Fund Equity	0	0	0	2,109,035	2,709,595	0	2,424,479
<b>Total Revenues</b>	<b>21,280,530</b>	<b>20,558,181</b>	<b>20,104,427</b>	<b>24,582,148</b>	<b>25,182,708</b>	<b>15,980,389</b>	<b>24,932,724</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues and FY 2021 Approved and FY 2022 Proposed Revenues. The spike from FY 2010 that continued through FY 2011 is due in large part by the City increasing the residential, commercial, and industrial sewer rates that began July 1, 2009 that continued through July 1, 2012. Additionally, in FY 2011, the City increased its septic hauling fee rate to \$.03 per gallon. Furthermore in FY 2011, the

City was able to obtain Build America funding to assist in construction at the Wastewater Treatment Plant. This is a one-time revenue source that was not available in FY 2012. FY 2013 reflected a slight increase in revenues due to higher appropriation of retained earnings to be utilized for updating the Wastewater facility. The 2014 revenues budget reflected a decrease. This reduction is due to a decrease in the IPP testing and sampling fees and a reduction in the use of retained earnings. This reduction was offset by increases to materials and services, IPP fines and charges, and the use of bonds/loan proceeds for the bar screening project. The FY 2015 revenue budget reflects a significant increase. This is due to a higher appropriation of retained earnings. The 2016 budget increased due to the receipt of the Storm Water Asset Management grant during FY 2016 as well as an increase to the user charge. For FY 2018, revenues decrease due to a reduction in grant proceeds and use of retained earnings. FY 2019 and FY 2020 show slight increases due to a higher use of retained earnings however the FY 2021 reflects a slight decrease in use of retained earnings. FY 2022 shows a small increase once again due to increased use of retained earnings.

### **DETAIL REVENUES ANALYSIS**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Property Taxes-Chargebacks	(30,747)	(38,650)	(5,994)	(40,000)	(40,000)	0	(40,000)
State Grants	302,339	0	0	0	0	0	0
IPP Permits	0	2400	0	800	800	200	200
Trunkline Maintenance	83,486	54,209	69,644	53,213	53,213	23,336	53,945
Sale of Junk	17,796	14,512	16,622	15,000	15,000	17,313	15,000
Sewer	19,995,729	19,461,257	19,149,466	21,500,000	21,500,000	15,361,677	21,500,000
Sewer Connection	9,198	13440	10,035	10,000	10,000	17,866	10,000
IPP Testing & Sampling	55,190	49,165	43,143	50,000	50,000	32,310	36,000
Materials & Services	202,125	211,880	270,030	200,000	200,000	202,445	250,000
IPP Fines & Charges	72,852	77,710	69,771	70,000	70,000	82,095	69,000
Interest on Investments	47,850	64061	50,899	25,000	25,000	10,951	25,000
Interest on Spec. Assmt	479	279	358	1,500	1,500	221	1,500
Interest & Penalties	462,021	468,773	335,831	525,000	525,000	130,985	525,000
Special Assessments	51,411	99,305	52,233	52,600	52,600	62,272	52,600
Reimbursements	21,685	22,012	26,546	0	0	23,491	0
Sale of Property	11,869	15,940	3,498	0	0	22,135	0
Gain/Loss on Investments	(22,753)	41,888	12,345	10,000	10,000	0	0
Use of Fund Equity	0	0	0	2,109,035	2,709,595	0	2,424,479
<b>Total Revenues</b>	<b>21,280,530</b>	<b>20,558,181</b>	<b>20,104,427</b>	<b>24,582,148</b>	<b>25,182,708</b>	<b>15,980,389</b>	<b>24,932,724</b>

## SEWER OPERATIONS AND MAINTENANCE

### EXPENDITURE BUDGET SUMMARY

The total Sewer Operations and Maintenance Fund is \$24,932,724 for FY 2022. This is an increase of \$350,576, or 1.43% from the approved 2021 budgeted levels. *Personnel Services* represent \$11,216,373 of the total budget, increase \$5,814. (*The personnel complement changes are listed in detail under Summary of Positions.*) *Operating Expenses* decrease by \$285,790 from FY 2021. This decrease is largely due to a decrease in planned construction projects for sewer improvements and construction. These decreases are partially offset by increases in parts and supplies, street and road materials, and various internal service charges. *Capital Outlay* increases \$503,259. Major planned projects are a Wastewater Control Panel Upgrade, a rebuild of the chlorine and sulphur dioxide systems, and replacement of retention basin flow meters. The category of *Miscellaneous Expenditures* increases \$127,293 from the 2021 approved budgeted levels. This increase is directly related to increased principal and interest payments.

### FUNDING LEVEL SUMMARY

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
4810 Sewer Administration	6,955,386	7,705,366	9,689,427	1,349,652	1,424,652	1,011,675	1,482,265
4811 Engineering Administration	244,492	232,133	245,039	351,236	356,766	224,400	361,201
4815 Process Control Systems	194,253	157,462	212,496	618,517	659,763	202,057	745,587
4820 Meter Maint. & Service	451,192	432,605	434,114	628,797	728,797	527,008	618,129
4821 Maintenance & Service	3,416,909	3,199,371	3,079,328	3,949,083	3,920,429	2,202,820	4,033,703
4822 Catch Basin Cleaning	345,387	333,268	443,677	614,678	621,678	381,292	650,875
4830 Treatment and Pumping	6,997,911	6,335,124	7,063,721	9,027,809	9,107,421	5,594,515	8,944,500
4832 Asset Management	0	161,299	229,996	318,469	370,135	226,283	288,642
4835 Remotes Facilities	1,595,620	1,473,509	2,124,704	2,334,640	2,367,775	1,286,475	2,389,714
4840 Sewer Surplus	139,352	273,196	336,051	3,825,975	3,930,755	862,540	3,719,000
4845 Debt Service	298,305	242,782	194,456	965,150	1,096,395	467,757	1,092,443
5311 Customer Accounting	409,091	408,248	459,103	551,092	551,092	366,074	559,615
9660 Operating Transfers	26,677	26,677	26,677	47,050	47,050	22,231	47,050
<b>Totals</b>	<b>21,074,575</b>	<b>20,981,040</b>	<b>24,538,789</b>	<b>24,582,148</b>	<b>25,182,708</b>	<b>13,375,127</b>	<b>24,932,724</b>

### FUNDING LEVEL BY CATEGORY

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	9,236,468	9,316,161	14,344,328	11,210,559	11,217,559	7,782,089	11,216,373
Operating Expenses	11,359,677	11,105,149	9,607,504	10,509,239	10,862,641	4,314,831	10,223,449
Capital Outlay	153,148	290,271	365,824	1,850,150	1,959,063	788,219	2,353,409
Miscellaneous	325,282	269,459	221,133	1,012,200	1,143,445	489,988	1,139,493
<b>Total Expenditures</b>	<b>21,074,575</b>	<b>20,981,040</b>	<b>24,538,789</b>	<b>24,582,148</b>	<b>25,182,708</b>	<b>13,375,127</b>	<b>24,932,724</b>

**SUMMARY OF POSITIONS**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
4810 Sewer Administration	1.60	1.90	2.40	2.40	2.40	2.40	2.40
4811 Engineering Administration	1.90	2.40	2.55	2.55	2.55	2.55	2.65
4815 Process Control Systems	1.00	1.00	1.50	1.50	1.50	1.50	1.50
4820 Meter Maint. & Service	3.50	3.75	4.25	3.70	3.70	3.70	3.70
4821 Maintenance & Service	18.50	18.50	17.20	18.45	18.45	18.45	18.45
4822 Catch Basin Cleaning	1.85	1.85	2.10	2.10	2.10	2.10	1.85
4830 Treatment and Pumping	46.35	44.25	45.10	46.00	46.00	46.00	44.25
4832 Asset Management	0.00	1.75	1.75	1.75	1.75	1.75	1.50
4835 Remotes Facilities	11.65	11.65	12.65	12.75	12.75	12.75	12.75
<b>Total Positions</b>	<b>86.35</b>	<b>87.90</b>	<b>89.50</b>	<b>91.20</b>	<b>91.20</b>	<b>91.20</b>	<b>89.05</b>

The Sewer Operations and Maintenance Fund’s personnel complement for FY 2022 is 89.05 FTE. This is a 2.15 FTE decrease from the 2021 approved budgeted levels. Listed below are the changes that occur in FY 2022.

- In the Engineering Administration division, an Engineering Assistant is increased by 0.10 FTE.
- The Catch Basin Cleaning division will be reduced by 0.25 FTE due to the reduction of the Chief ROW Foreman by 0.20 FTE and the Heavy Equipment Operator III by 0.25 FTE. These reductions are partially offset by the additions of 0.20 FTE of a Laborer II.
- The Treatment and Pumping division decreases by a net 1.75 FTE. The changes include the reduction of a Plant Operator B and a Sewage Plant Maintenance Person III and an increase of 0.25 FTE of the Safety Specialist.
- In the Sewer Asset Management division the Safety Specialist is reduced by 0.25 FTE.

*The employees listed under Sewer Operations and Maintenance Fund’s Customer Accounting Division are a part of the Department of Fiscal Services.*

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How to Use the Budget Document” for better clarification of the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**590-4810 Sewer Administration**

Allocation Plan		Position Control	
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries	220,020	Director of Public Services	0.25 30,645
Overtime	500	Director of Water/ Wastewater Treatment	0.50 58,054
Add Pays	3,250	Deputy Dir. WT/WWT	0.50 50,951
Fringe Benefits	844,261	Deputy Dir. Public Services	0.25 27,635
<b>TOTAL</b>	<b>1,068,031</b>	WT/WWT Specialist	0.50 29,405
		Public Service Specialist	0.40 23,331
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>	<b>2.40 220,020</b>
Supplies	1,000	<b>Overtime</b>	<b>500</b>
Internal Services	271,226	Education Bonus	1,375
Other Services		Car Allowance	1,875
Professional Fees	59,627	<b>Total Add Pays</b>	<b>3,250</b>
Maintenance Fees	20,850		
Other Contracted Fees	53,031		
<b>TOTAL</b>	<b>405,734</b>		
<b>CAPITAL OUTLAY</b>		FICA	17,166
	8,500	Healthcare Benefits - Active	43,886
<b>TOTAL</b>	<b>8,500</b>	Healthcare Benefits - Retirees	676,610
		Pension	106,599
<b>TOTAL APPROPRIATION</b>	<b>1,482,265</b>	<b>Total Fringe Benefits</b>	<b>844,261</b>
		<b>TOTAL</b>	<b>2.40 1,068,031</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**590-4811 Engineering Administration**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	139,013	City Engineer	0.10	9,641
Overtime	5,000	Assistant City Engineer	0.20	14,586
Add Pays	420	Engineering Office Supv.	0.25	17,380
Fringe Benefits	154,675	Traffic & Electrical Administrator	0.05	3,343
<b>TOTAL</b>	<b>299,108</b>	Civil Engineer I	0.15	8,076
		Transportation Engineer Asst	0.10	5,701
<b>OPERATING EXPENSES</b>		Engineering Technician I	0.20	11,773
Supplies	1,500	ROW Permits Technician	0.25	14,989
Internal Services	36,629	Engineering Assistant	0.40	19,398
Other Services		Traffic Maint. Tech. II	0.10	4,710
Professional Fees	11,300	Traffic Maint. Tech. I	0.45	18,346
Maintenance Fees	155	Administrative Professional	0.15	7,066
Other Contracted Fees	3,300	Engineering Intern	0.25	4,004
<b>TOTAL</b>	<b>52,884</b>	<b>Total Personnel</b>	<b>2.65</b>	<b>139,013</b>
		<b>Overtime</b>		<b>5,000</b>
<b>CAPITAL OUTLAY</b>	9,209	Standby Pay		420
<b>TOTAL</b>	<b>9,209</b>	<b>Total Add Pays</b>		<b>420</b>
<b>TOTAL APPROPRIATION</b>	<b>361,201</b>	FICA		11,005
		Healthcare Benefits - Active		41,872
		Healthcare Benefits - Retirees		0
		Pension		101,798
		<b>Total Fringe Benefits</b>		<b>154,675</b>
		<b>TOTAL</b>	<b>2.65</b>	<b>299,108</b>



**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**590-4815 Process Control Systems**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	91,218	Instrument & Control Admin	0.50	40,053
Overtime	2,000	Instrument & Control Tech II	0.50	29,045
Add Pays	14,472	Instrument & Control Tech I	0.50	22,120
Fringe Benefits	99,073			
		<b>Total Personnel</b>	<u>1.50</u>	<u>91,218</u>
<b>TOTAL</b>	<u><b>206,763</b></u>			
		<b>Overtime</b>		<u>2,000</u>
<b>OPERATING EXPENSES</b>				
Supplies	129,000	Standby Pay		14,472
Internal Services	22,024			
Other Services		<b>Total Add Pays</b>		<u>14,472</u>
Professional Fees	322,000	FICA		8,238
Maintenance Fees	9,800	Healthcare Benefits - Active		23,844
Other Contracted Fees	16,000	Healthcare Benefits - Retirees		0
		Pension		66,991
<b>TOTAL</b>	<u><b>498,824</b></u>	<b>Total Fringe Benefits</b>		<u>99,073</u>
<b>CAPITAL OUTLAY</b>	40,000			
<b>TOTAL</b>	<u><b>40,000</b></u>	<b>TOTAL</b>	<u><u><b>1.50</b></u></u>	<u><u><b>206,763</b></u></u>
<b>TOTAL APPROPRIATION</b>	<u><u><b>745,587</b></u></u>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**590-4820 Meter Maintenance & Service**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	198,360	Superintendent, M&S	0.20	17,715
Overtime	8,000	Asst. Supt. Of Mtce & Service	0.20	14,853
Add Pays	5,455	Administrative Professional	0.25	12,181
Fringe Benefits	249,779	Office Assistant II	0.25	8,939
<b>TOTAL</b>	<b>461,594</b>	ROW Foreman, Utilities	0.80	45,852
		Mech. Equip. Repair II	0.25	12,676
		Utilities Person III	1.00	50,139
		Utilities Person II	0.75	36,005
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>	3.70	198,360
Supplies	9,500	<b>Overtime</b>		8,000
Internal Services	48,785	Standby Pay		4,585
Other Services		Education Bonus		870
Professional Fees	15,000	<b>Total Add Pays</b>		5,455
Maintenance Fees	7,750			
Other Contracted Fees	0			
<b>TOTAL</b>	<b>81,035</b>			
<b>CAPITAL OUTLAY</b>	75,500			
<b>TOTAL</b>	<b>75,500</b>			
<b>TOTAL APPROPRIATION</b>	<b>618,129</b>	FICA		16,292
		Healthcare Benefits - Active		87,364
		Healthcare Benefits - Retirees		0
		Pension		146,123
		<b>Total Fringe Benefits</b>		249,779
		<b>TOTAL</b>	<b>3.70</b>	<b>461,594</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**590-4821 Maintenance & Service**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	832,050	Supt of Maintenance & Service	0.20	17,715
Overtime	30,000	Asst. Supt. Of Mtce & Service	0.20	14,853
Add Pays	5,930	Administrative Professional	0.25	12,181
Fringe Benefits	1,077,707	ROW Foreman, Utilities	0.80	45,852
<b>TOTAL</b>	<b>1,945,687</b>	Mech. Equip. Repair II	0.25	12,676
		Utilities Person III	1.00	50,139
<b>OPERATING EXPENSES</b>		Utilities Person II	4.50	217,377
Supplies	590,225	Utilities Person I	6.75	316,185
Internal Services	243,477	Laborer II, M&S	1.25	51,572
Other Services		Laborer I, M&S	1.50	55,440
Professional Fees	763,844	Office Assistant II	0.25	8,939
Maintenance Fees	406,120	Custodial Worker (PT) SEIU	0.50	11,648
Other Contracted Fees	14,250	Water/Sewer Intern	1.00	17,472
<b>TOTAL</b>	<b>2,017,916</b>	<b>Total Personnel</b>	<b>18.45</b>	<b>832,050</b>
		<b>Overtime</b>		<b>30,000</b>
<b>CAPITAL OUTLAY</b>	<b>70,100</b>	Standby Pay		4,585
<b>TOTAL</b>	<b>70,100</b>	Education Bonus		1,345
<b>TOTAL APPROPRIATION</b>	<b>4,033,703</b>	<b>Total Add Pays</b>		<b>5,930</b>
		FICA		65,862
		Healthcare Benefits - Active		388,255
		Healthcare Benefits - Retirees		0
		Pension		623,590
		<b>Total Fringe Benefits</b>		<b>1,077,707</b>
		<b>TOTAL</b>	<b>18.45</b>	<b>1,945,687</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**590-4822 Catch Basin Cleaning**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	90,673	Chief ROW Foreman	0.05	3,699
Overtime	5,000	Heavy Equip. Operator II	0.25	12,605
Standby Pay	370	Heavy Equip. Operator I	1.00	49,107
Fringe Benefits	136,080	Tree Trimmer I	0.35	16,841
		Laborer II - Streets	0.20	8,422
<b>TOTAL</b>	<b>232,123</b>			
		<b>Total Personnel</b>	<b>1.85</b>	<b>90,673</b>
<b>OPERATING EXPENSES</b>				
		Overtime		5,000
Supplies	12,000	Standby Pay		370
Internal Services	64,875			
Other Services		FICA		7,348
Professional Fees	117,000	Healthcare Benefits - Active		43,377
Maintenance Fees	224,877	Healthcare Benefits - Retirees		0
Other Contracted Fees	0	Pension		85,355
<b>TOTAL</b>	<b>418,752</b>	<b>Total Fringe Benefits</b>		<b>136,080</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>TOTAL</b>	<b>1.85</b>	<b>232,123</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>650,875</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**590-4830 Treatment & Pumping**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	2,179,953	Supt of Wastewater Tmt	0.80	68,991
Overtime	100,000	Asst Supt of Wastewater	0.80	58,433
Add Pays	65,704	Chief Chemist	0.90	59,958
Fringe Benefits	2,746,949	Operating Foreman	7.00	398,268
		Plant Mtce Foreman WW	1.00	59,519
<b>TOTAL</b>	<b>5,092,606</b>	Electrical Mtce Foreman	1.00	68,064
		Plant Maintenance Supervisor	0.80	54,272
		Environ Compliance Admin.	1.00	73,972
<b>OPERATING EXPENSES</b>		Environ Compliance Analyst	2.00	104,056
		Plant Mtce Electrician B	2.00	110,460
Supplies	725,750	Plant Operator B	7.00	338,809
Internal Services	564,553	Safety Specialist	0.75	35,557
Other Services		Administrative Professional	0.75	35,328
Professional Fees	1,129,792	Laboratory Technician	1.80	91,032
Maintenance Fees	1,201,849	Plant Mtce. Mechanic B	2.00	109,291
Other Contracted Fees	27,950	WWT Instrument Technican	1.00	46,420
<b>TOTAL</b>	<b>3,649,894</b>	Sewage Plant Mtce Person II	3.90	191,723
		Sewage Plant Mtce Person I	2.00	98,464
		Stock Clerk WWT	0.75	36,632
<b>CAPITAL OUTLAY</b>	202,000	Laborer I	2.00	73,054
		Basic Laborer (PT)	1.00	14,924
<b>TOTAL</b>	<b>202,000</b>	Labor (Temp)	1.00	10,504
		Intern	1.00	7,280
		Water/Sewer Intern	2.00	34,944
<b>TOTAL APPROPRIATION</b>	<b>8,944,500</b>	<b>Total Personnel</b>	<b>44.25</b>	<b>2,179,953</b>
		<b>Overtime</b>		<b>100,000</b>
		Education Bonus		3,650
		Standby Pay		62,054
		<b>Total Add Pays</b>		<b>65,704</b>
		FICA		178,056
		Healthcare Benefits - Active		702,172
		Healthcare Benefits - Retirees		293,421
		Pension		1,573,300
		<b>Total Fringe Benefits</b>		<b>2,746,949</b>
		<b>TOTAL</b>	<b>44.25</b>	<b>5,092,606</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**590-4832 Sewer Asset Management**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	94,966	Water/Sewer Engineer	0.50	40,053
Overtime	1,000	Asset Mgmt Supervisor		
Fringe Benefits	84,263	GIS Supervisor	0.50	33,169
		GIS Technician - W&S	0.50	21,744
<b>TOTAL</b>	<b>180,229</b>	<b>Total Personnel</b>	<b>1.50</b>	<b>94,966</b>
<b>OPERATING EXPENSES</b>				
		<b>Overtime</b>		<b>1,000</b>
Supplies	1,000			
Internal Services	25,913			
Other Services		FICA		7,342
Professional Fees	75,000	Healthcare Benefits - Active		20,229
Maintenance Fees	4,000	Healthcare Benefits - Retirees		0
Other Contracted Fees	2,500	Pension		56,692
<b>TOTAL</b>	<b>108,413</b>	<b>Total Fringe Benefits</b>		<b>84,263</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>TOTAL</b>	<b>1.50</b>	<b>180,229</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>288,642</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**590-4835 Remote Facilities**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	586,413	Supt of Wastewater Tmt	0.20	17,248
Overtime	10,000	Asst. Supt of Wastewater	0.20	14,608
Add Pays	28,190	Administrative Professional	0.25	11,776
Fringe Benefits	678,668	Chief Chemist	0.10	6,662
		Laboratory Technicians	0.20	10,115
<b>TOTAL</b>	<b>1,303,271</b>	Plant Maintenance Supervisor	0.20	13,568
		Remote RTB Facilities Foreman	1.00	60,114
<b>OPERATING EXPENSES</b>		Plant Mtce Electrician B	1.00	55,233
		Safety Specialist	0.25	11,852
Supplies	291,150	Sewage Plant Mtce Person II	0.10	5,006
Internal Services	163,742	Stock Clerk WWT	0.25	12,211
Other Services		Plant Maint Mechanic B	1.00	54,489
Professional Fees	178,653	Remote Facilities Person III	1.00	49,984
Maintenance Fees	357,248	Remote Facilities Person II	5.00	242,540
Other Contracted Fees	5,650	Labor (Temp)	2.00	21,008
<b>TOTAL</b>	<b>996,443</b>	<b>Total Personnel</b>	<b>12.75</b>	<b>586,413</b>
		<b>Overtime</b>		<b>10,000</b>
<b>CAPITAL OUTLAY</b>	<b>90,000</b>	Standby Pay		26,740
<b>TOTAL</b>	<b>90,000</b>	Education Bonus		1,450
		<b>Total Add Pays</b>		<b>28,190</b>
<b>TOTAL APPROPRIATION</b>	<b>2,389,714</b>	FICA		48,212
		Healthcare Benefits - Active		206,417
		Healthcare Benefits - Retirees		0
		Pension		424,039
		<b>Total Fringe Benefits</b>		<b>678,668</b>
		<b>TOTAL</b>	<b>12.75</b>	<b>1,303,271</b>

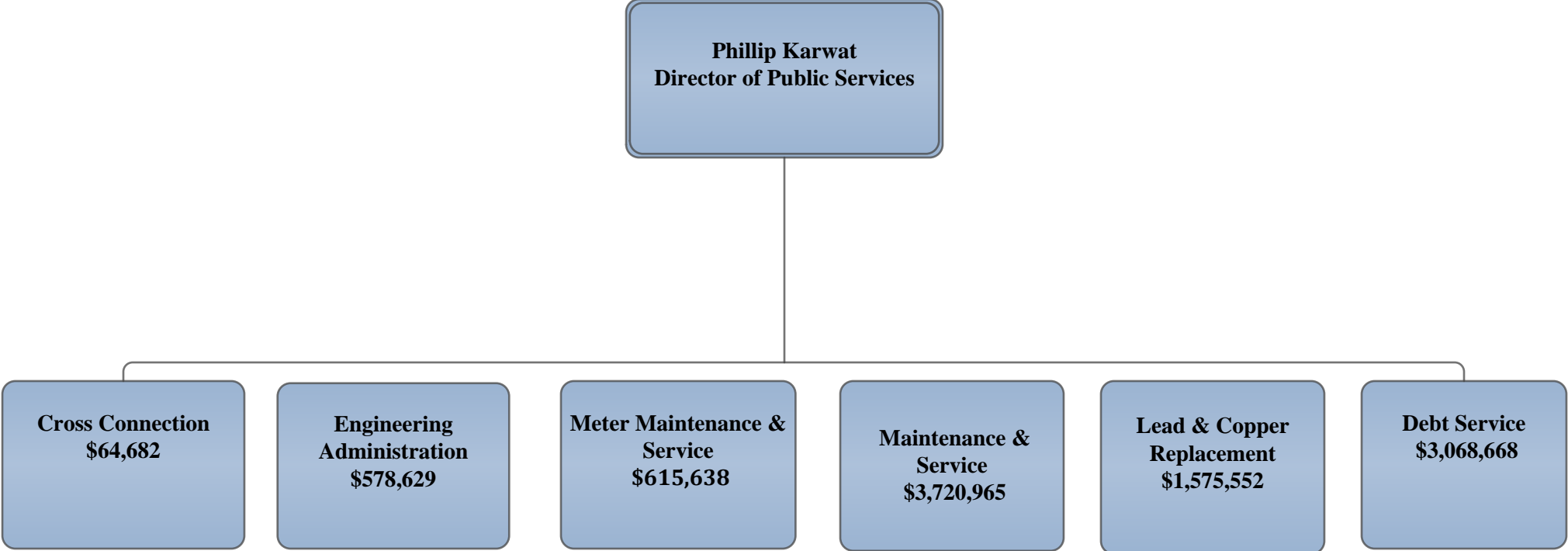
**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**590-5311 Customer Accounting**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	185,979	Admin of Utilities Accounts	0.50	29,658
Overtime	0	Office Assistant III	3.00	112,531
Fringe Benefits	240,982	Treasury Coordinator	0.38	13,535
		Treasury Clerk	0.76	25,832
		Office Assistant II	0.11	4,423
<b>TOTAL</b>	<b>426,961</b>			
		<b>Total Personnel</b>	<b>4.75</b>	<b>185,979</b>
<b>OPERATING EXPENSES</b>				
Supplies	2,500	<b>Overtime</b>		<b>0</b>
Internal Services	64,414			
Other Services				
Professional Fees	57,600	FICA		14,331
Maintenance Fees	5,340	Healthcare Benefits - Active		58,468
Other Contracted Fees	1,700	Healthcare Benefits - Retirees		0
		Pension		168,183
<b>TOTAL</b>	<b>131,554</b>			
		<b>Total Fringe Benefits</b>		<b>240,982</b>
<b>CAPITAL OUTLAY</b>				
	1,100			
<b>TOTAL</b>	<b>1,100</b>	<b>TOTAL</b>	<b>4.75</b>	<b>426,961</b>
<b>TOTAL APPROPRIATION</b>				
	<b>559,615</b>			



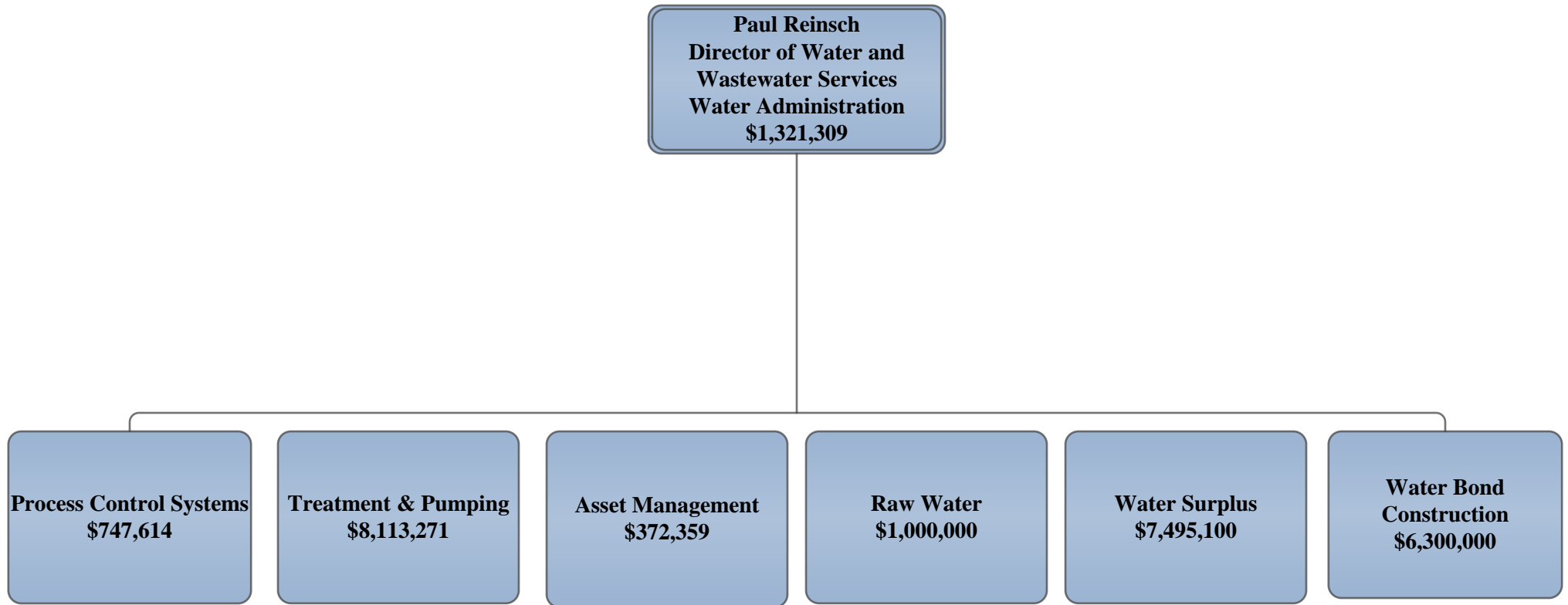
**CITY OF SAGINAW  
WATER OPERATIONS AND MAINTENANCE FUND**



*The total Water Operations and Maintenance Fund are \$35,678,437 for FY 2022. Transfer equates to \$123,677, which is not reflected in either of the organizational charts. In addition the Customer Accounting division, \$580,973 are recognized in the Department of Fiscal Services.*

# CITY OF SAGINAW

## WATER OPERATIONS AND MAINTENANCE FUND



*The total Water Operations and Maintenance Fund is \$35,678,437 for FY 2022. Transfer equates to \$123,677, which is not reflected in either of the organizational charts. In addition the Customer Accounting division, \$580,973 are recognized in the Department of Fiscal Services.*

**WATER OPERATIONS AND MAINTENANCE (591)  
RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

The Water Operations and Maintenance Fund is the largest Enterprise/Proprietary Fund for the City of Saginaw. This fund is used to account for revenues and expenditures associated with the provision of water services to residential, commercial, and industrial establishments of the city as well as several municipalities surrounding the city. The ten largest customers are: Saginaw, Thomas, Frankenmuth, Buena Vista, Bridgeport, Tittabawassee, Kochville, and Birch Run Townships, North American Op/BV, James, Swan Creek, and St. Charles.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
PROPERTY TAXES	(40,000)	CROSS CONNECTIONS	64,682
SERVICES - SALES	22,867,000	WATER ADMINISTRATION	1,321,309
INTEREST AND RENTS	240,000	ENGINEERING ADMINISTRATION	578,629
OTHER REVENUES	6,300,000	PROCESS CONTROL SYSTEMS	747,614
RETAINED EARNINGS	6,311,437	METER MAINT. & SERVICE	615,638
		MAINTENANCE & SERVICE	3,720,965
		LEAD & COPPER REPLACEMENT	1,575,552
		TREATMENT & PUMPING	8,113,271
		WATER ASSET MANAGEMENT	372,359
		RAW WATER	1,000,000
		WATER SURPLUS	7,495,100
		WATER BOND CONSTRUCTION	6,300,000
		DEBT SERVICE	3,068,668
		CUSTOMER ACCOUNTING	580,973
		TRANSFERS	123,677
<b>TOTAL RESOURCES</b>	<b><u><u>35,678,437</u></u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u><u>35,678,437</u></u></b>

## WATER OPERATIONS AND MAINTENANCE

### REVENUE BUDGET SUMMARY

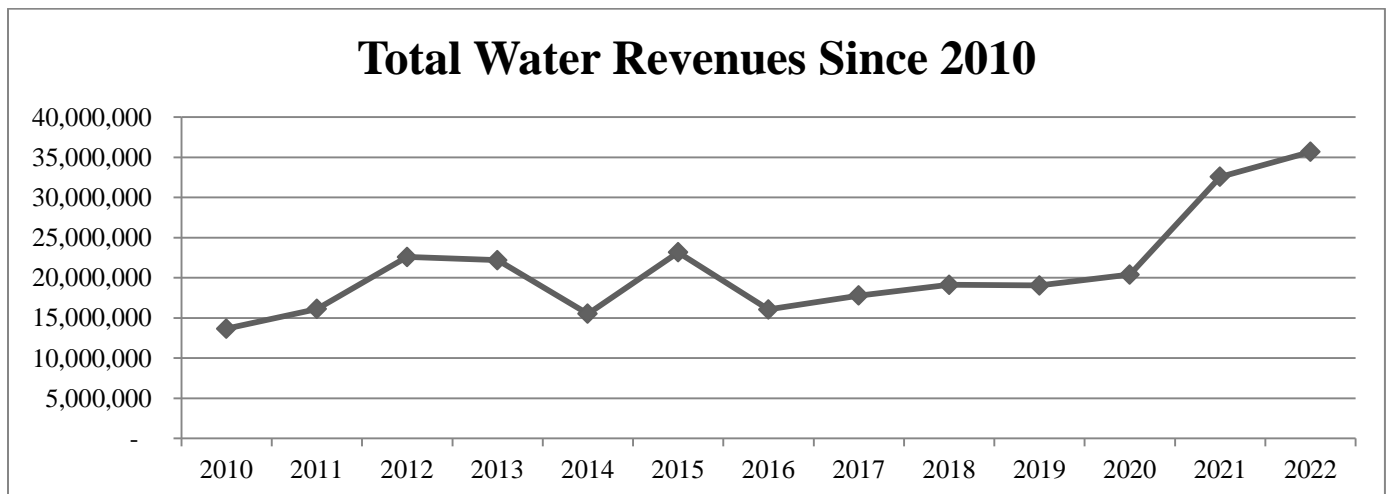
The Water Operations and Maintenance Fund’s major revenue sources are charges based upon the size of the meter, “readiness-to-serve charges,” and the quantity of water consumed “commodity charge”. The net rate charged for treated and filtered water to consumers within the limits of the City is the sum of the readiness-to-serve and the commodity charge. Other revenue sources are: sale of junk, turn on charges, material and services, interest, interest on investments, interest and penalties, gain on bond refunding, and available and unrestricted retained earnings.

The FY 2022 budget increases \$3,119,152, or 9.58%. This is primarily due to a \$4.23 million increase to the use of retained earnings account for various projects planned for the fund. To slightly offset this increase is a reduction to the Service Line Maintenance for the lead and galvanized line project, Water Connections, and the amount budgeted for Bond Proceeds.

### SUMMARY OF REVENUES

	2017/18	2018/19	2019/20	2020/21	2020/21	2020/21	2021/22
	Actual	Actual	Actual	Approved	Adjusted	YTD	Proposed
Property Taxes	(18,186)	(23,352)	(779)	(40,000)	(40,000)	0	(40,000)
Grants	0	434,772	528,338	0	0	0	0
Services – Sales	18,872,541	18,173,417	19,548,852	22,908,155	22,908,155	16,849,569	22,867,000
Interest and Rents	303,920	394,373	299,784	240,000	240,000	77,138	240,000
Charge for Services	0	0	180	0	0	60	0
Other Revenues	(43,479)	64,655	22,715	7,369,700	7,369,700	54,103	6,300,000
Use of Fund Equity	0	0	2,614,682	2,081,430	4,456,792	0	6,311,437
<b>Total Revenues</b>	<b>19,114,796</b>	<b>19,043,865</b>	<b>23,013,772</b>	<b>32,559,285</b>	<b>34,934,647</b>	<b>16,940,870</b>	<b>35,678,437</b>

### REVENUE TRENDS



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues and FY 2021 Approved and FY 2022 Proposed Revenues. The spike from FY 2010 that continued through FY 2011 is due in large part to the City increasing the residential, commercial, and industrial water rate that began in July 1, 2009 and July 1, 2010. Rate increases continued for the next few years. Additionally, as already stated above, in 2012 the City issued the \$10,570,000 Water Supply System Revenue Bonds, Series 2011 A for the purpose of paying for the cost of acquiring and constructing

improvements to the City's Water Supply System. The City utilized these monies during FY 2013. The FY 2014 actual revenues collected reflect a significant decline. This decline is related to a system issue that was caught and corrected in 2015. The FY 2015 revenues increased due to increased water usage from an unusually dry summer. This does not represent a rate increase. The FY 2016 revenues decreased \$1,997,406. This reduction was due to the reduction in the amount budgeted from retained earnings. The FY 2017 revenues spiked to over \$35 million. This was due to the issuance of the Water System Improvement Bonds in an amount not to exceed \$19,000,000. In addition, the Water sales were slightly higher due to the rate change that occurred in FY 2016. The approved 2018 budget reflects a \$5.23 million reduction. This is due to the issuance of the 2016 Water System Improvement and Water Refunding Bond during FY 2017. Additionally, the Turn-On Charge decreased by \$68,736. To slightly offset this reduction is an increase to the Water rates in accordance with the approved rate ordinance. For FY 2019, there is a net \$1.48 million reduction due to the decrease in the amount appropriated for retained earnings. This reduction is offset by \$1 million grant monies received for the Pilot Drinking Water Infrastructure Grant. The FY 2020 budget reflects a \$3.77 million drop due to a decrease in the funds appropriated from bond proceeds. The FY 2021 budget reflect a \$3.29 million increase. This is due to an increased to the amount of bond projects planned for the year. For FY 2022, the proposed budget reflects a \$3.12 million increase from the previous fiscal year. This increase is largely realized in the increase to retained earning for planned projects.

### DETAIL REVENUES ANALYSIS

	2017/18	2018/19	2019/20	2020/21	2020/21	2020/21	2021/22
	Actual	Actual	Actual	Approved	Adjusted	YTD	Proposed
Property Taxes	(18,186)	(23,352)	(779)	(40,000)	(40,000)	0	(40,000)
FEMA	0	0	110	0	0	0	0
State Grant	0	434,772	528,338	0	0	0	0
Sale of Junk	2,316	1,168	4,458	5,000	5,000	4,710	3,000
Service Fees	383,136	393,929	276,188	380,000	380,000	71,519	100,000
Service Line Maint.	0	0	297,678	1,160,155	1,160,155	984,808	1,400,000
Water	18,421,294	17,746,327	18,933,998	21,300,000	21,300,000	15,737,990	21,300,000
Water Connections	8,642	6,119	4,720	5,000	5,000	7,389	6,000
Materials & Services	57,153	25,874	31,810	58,000	58,000	43,153	58,000
Lead and Copper Testing	0	0	180	0	0	60	0
Interest on Investments	55,364	85,675	73,983	30,000	30,000	6,046	30,000
Dividends	74,683	78,881	74,508	50,000	50,000	27,336	50,000
Interest on Spec. Asmts.	0	250	45	0	0	0	0
Interest and Penalties	173,873	164,410	127,261	160,000	160,000	60,995	160,000
Surplus Receipts	0	0	0	0	0	844	0
Special Assessments	0	4056	424	0	0	0	0
Sale of Property	8,314	1,387	813	0	0	1,135	0
Reimbursement	53,465	59,212	21,478	0	0	12,124	0
Gain/Loss on Invest.	(105,258)	65,157	23,987	0	0	(17,239)	0
Bond Proceeds	0	0	0	7,369,700	7,369,700	0	6,300,000
Use of Fund Equity	0	0	2,614,682	2,081,430	4,456,792	0	6,311,437
<b>Totals</b>	<b>19,114,796</b>	<b>19,043,865</b>	<b>23,013,772</b>	<b>32,559,285</b>	<b>34,934,647</b>	<b>16,940,870</b>	<b>35,678,437</b>

## WATER OPERATIONS AND MAINTENANCE

### EXPENDITURE BUDGET SUMMARY

The Water Operations and Maintenance Fund is \$35,678,437 for FY 2022. This is an increase of \$3,119,152 from the previous fiscal year. **Personnel Services** will be \$9,586,076 for FY 2022. This is an increase of \$151,859 or 1.61% from the previous fiscal year. This budget is inclusive of a 2% across the board wage increase, and increased cost for the pension obligation. *(The personnel complement changes are listed in detail under Summary of Positions.)* **Operating Expenses** will increase 19.80% from the previous fiscal year. This increase is due to the following: increase to indirect cost allocation, insurance cost, engineering services for the bond issuance and other planned projects, new utilities cost for the administration facility on Fordney, the purchase of software equipment for the customer portal, the SCADA System engineering, design, and implementation, increased cost for street and road materials due to the expected amount of projects that will be completed during FY 2022, and operating service cost for the Treatment and Pumping division's operational plan and design. **Capital Outlay** is appropriated at \$1,187,859. This represents a 26.57% reduction from the previous fiscal year. This is attributable to a reduction in the amount of planned capital for FY 2022. The category of **Miscellaneous Expenditures** decreases \$191,008 from 2021 approved budgeted levels. This decrease is attributed to a reduction in the principal payments for the fiscal year.

### FUNDING LEVEL SUMMARY

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
3867 Cross Connection	42,017	6,036	20,491	68,335	68,335	48,862	64,682
4710 Water Administration	2,163,164	3,355,432	9,736,008	1,218,827	1,248,827	878,190	1,321,309
4711 Engineering Administration	430,338	423,740	424,043	570,890	579,794	363,700	578,629
4715 Process Control Systems	202,624	166,392	265,258	636,392	735,609	252,140	747,614
4720 Meter Maint. and Service	767,409	435,388	471,997	607,191	707,191	512,027	615,638
4721 Maintenance and Services	3,125,819	2,878,274	2,733,565	3,712,400	3,880,146	2,455,770	3,720,965
4722 Lead & Copper Service Lines	0	0	435,538	1,586,771	1,447,208	747,582	1,575,552
4730 Treatment and Pumping	5,229,014	5,207,970	5,659,668	8,001,648	8,058,485	4,490,238	8,113,271
4732 Asset Mgmt.	0	189,562	245,511	361,133	361,133	216,178	372,359
4735 Raw Water	1,895,600	913,654	905,448	1,392,604	1,392,604	643,612	1,000,000
4740 Water Surplus	268,765	300,604	139,125	3,090,645	5,142,866	1,251,810	7,495,100
4741 Water Bond Construction	15,000	483	78,198	7,369,700	7,369,700	0	6,300,000
4745 Debt Service	1,304,637	1,776,464	1,409,967	3,259,676	3,259,676	867,189	3,068,668
5310 Customer Accounting	411,369	415,698	474,023	559,396	559,396	370,581	580,973
9660 Transfers	28,778	108,306	21,208	123,677	123,677	17,673	123,677
<b>Totals</b>	<b>15,884,534</b>	<b>16,178,003</b>	<b>23,013,772</b>	<b>32,559,285</b>	<b>34,934,647</b>	<b>13,115,552</b>	<b>35,678,437</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Personnel Services	6,074,239	6,774,296	14,217,710	9,434,217	9,391,273	6,578,469	9,586,076
Operating Expenses	8,374,311	7,437,167	5,273,972	18,123,945	20,412,077	5,212,365	21,712,157
Capital Outlay	102,569	81,770	78,877	1,617,770	1,747,944	439,856	1,187,859
Miscellaneous	1,333,415	1,884,770	3,443,213	3,383,353	3,383,353	884,862	3,192,345
<b>Total Expenditures</b>	<b>15,884,534</b>	<b>16,178,003</b>	<b>23,013,772</b>	<b>32,559,285</b>	<b>34,934,647</b>	<b>13,115,552</b>	<b>35,678,437</b>

**SUMMARY OF POSITIONS**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
3867 Cross Connection	0.50	0.00	0.50	0.50	0.50	0.50	0.50
4710 Water Administration	1.65	2.00	2.50	2.50	2.50	2.50	2.50
4711 Engineering Administration	3.20	3.70	3.95	3.95	3.95	3.95	3.95
4715 Process Control System	1.00	1.00	1.50	1.50	1.50	1.50	1.50
4720 Meter Maint. and Service	3.50	3.75	4.45	4.45	4.45	4.45	3.45
4721 Maintenance and Service	18.50	18.50	17.20	18.45	18.45	18.45	18.20
4722 Lead & Copper Service	0.00	0.00	4.20	5.20	5.20	5.20	5.20
4730 Treatment and Pumping	35.50	37.00	40.50	40.50	40.50	40.50	40.50
4732 Asset Management	0.00	2.00	2.00	2.00	2.00	2.00	2.00
<b>Total Positions</b>	<b>63.85</b>	<b>67.95</b>	<b>76.80</b>	<b>79.05</b>	<b>79.05</b>	<b>79.05</b>	<b>77.80</b>

The Water Operations and Maintenance Fund’s personnel complement will be 77.80 FTE for FY 2022. This is a net decrease of 1.25 positions. This change is due to the following:

- In the Meter Maintenance and Service division, the division will decrease a net one position. During FY 2021, the last Crossover Operator position retired and was replaced by a Utilities Person I position, which is not allocated to this division. In addition, .25 of a Utilities Person III was added to this division, while .75 of the Utilities Person II position was reallocated.
- The Maintenance and Service division will decrease a net 25. For FY 2022, .50 of a Utilities Person III position .25 of a Utilities Person II and .75 of a Crossover Operator positions will be reduced from this division. This is offset by the addition of 1.25 of the Utilities Person I positions.

*The employees listed under Water Operations and Maintenance Fund’s Customer Accounting Division are reflected within the Department of Fiscal Services.*

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How To Use the Budget Document” for better clarification of the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**591-3867 Cross Connection**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	25,352	Utilities Person III	0.50	25,352
Overtime	1,500			
Add Pays	250	<b>Total Personnel</b>	0.50	<b>25,352</b>
Fringe Benefits	33,833			
<b>TOTAL</b>	<b>60,935</b>	<b>Overtime</b>		1,500
<b>OPERATING EXPENSES</b>				
		Education Bonus		250
Supplies	200	<b>Total Add Pays</b>		<b>250</b>
Internal Services	2,547			
Other Services		FICA		371
Professional Fees	0	Healthcare Benefits - Active		15,195
Maintenance Fees	1,000	Healthcare Benefits - Retirees		0
Other Contracted Fees	0	Pension		18,267
<b>TOTAL</b>	<b>3,747</b>	<b>Total Fringe Benefits</b>		<b>33,833</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>0.50</b>	<b>60,935</b>
<b>TOTAL APPROPRIATION</b>	<b>64,682</b>			



**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**591-4710 Water Administration**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	231,676	Director of Public Services	0.30	36,774
Overtime	500	Director of Water & Wastewater Treatment	0.50	58,054
Add Pays	3,500	Deputy Director of Public Services	0.30	33,162
Fringe Benefits	645,469	Deputy Director of Water & Wastewater Treatment	0.50	50,951
<b>TOTAL</b>	<b>881,145</b>	WT/WWT Specialist	0.50	29,405
<b>OPERATING EXPENSES</b>				
Supplies	1,500	Public Service Specialist	0.40	23,331
Internal Services	222,630	<b>Total Personnel</b>	2.50	231,676
Other Services		<b>Overtime</b>		500
Professional Fees	170,384	Car Allowance		2,000
Maintenance Fees	24,850	Education Bonus		1,500
Other Contracted Fees	12,300	<b>Total Add Pays</b>		3,500
<b>TOTAL</b>	<b>431,664</b>	FICA		18,086
<b>CAPITAL OUTLAY</b>				
	8,500	Healthcare Benefits - Active		156,643
<b>TOTAL</b>	<b>8,500</b>	Healthcare Benefits - Retirees		470,740
<b>TOTAL APPROPRIATION</b>				
	<b>1,321,309</b>	Pension		645,469
		<b>Total Fringe Benefits</b>		645,469
		<b>TOTAL</b>	<b>2.50</b>	<b>881,145</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**591-4711 Engineering Administration**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	213,580	City Engineer	0.20	19,282
Overtime	25,000	Assistant City Engineer	0.20	14,586
Add Pays	841	Engineering Office Super.	0.25	17,380
Fringe Benefits	237,246	Civil Engineer I	0.25	13,459
		Traffic & Electrical Admin.	0.10	6,687
<b>TOTAL</b>	<b>476,666</b>	Transportation Engineer Asst	0.10	5,701
		Engineering Technician I	0.80	47,093
		Engineering Assistant	0.60	29,097
		ROW Permits Technician	0.25	14,989
<b>OPERATING EXPENSES</b>		Traffic Maint. Tech. II	0.15	7,064
Supplies	1,500	Traffic Maint. Tech. I	0.55	22,461
Internal Services	53,754	Administrative Professional	0.25	11,776
Other Services		Engineering Intern	0.25	4,004
Professional Fees	21,300	<b>Total Personnel</b>	<b>3.95</b>	<b>213,580</b>
Maintenance Fees	0			
Other Contracted Fees	5,700	<b>Overtime</b>		<b>25,000</b>
<b>TOTAL</b>	<b>82,254</b>			
		Standby Pay		841
<b>CAPITAL OUTLAY</b>	19,709	<b>Total Add Pays</b>		<b>841</b>
<b>TOTAL</b>	<b>19,709</b>			
		FICA		18,239
<b>TOTAL APPROPRIATION</b>	<b>578,629</b>	Healthcare Benefits - Active		62,337
		Healthcare Benefits - Retirees		0
		Pension		156,670
		<b>Total Fringe Benefits</b>		<b>237,246</b>
		<b>TOTAL</b>	<b>3.95</b>	<b>476,666</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

591-4715 Process Control Systems

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	91,218	Instrument & Control Admin.	0.50	40,053
Overtime	2,000	Instrument & Control Tech II	0.50	29,045
Add Pays	14,472	Instrument & Control Tech I	0.50	22,120
Fringe Benefits	99,073			
		<b>Total Personnel</b>	1.50	91,218
<b>TOTAL</b>	<b>206,763</b>			
		<b>Overtime</b>		2,000
<b>OPERATING EXPENSES</b>				
Supplies	129,000	Standby Pay		14,472
Internal Services	27,451			
Other Services		<b>Total Add Pays</b>		14,472
Professional Fees	313,600			
Maintenance Fees	6,300	FICA		8,238
Other Contracted Fees	24,500	Healthcare Benefits - Active		23,844
		Healthcare Benefits - Retirees		0
<b>TOTAL</b>	<b>500,851</b>	Pension		66,991
		<b>Total Fringe Benefits</b>		99,073
<b>CAPITAL OUTLAY</b>	40,000			
<b>TOTAL</b>	<b>40,000</b>	<b>TOTAL</b>	<b>1.50</b>	<b>206,763</b>
<b>TOTAL APPROPRIATION</b>	<b>747,614</b>			

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**591-4720 Water Metering Maintenance & Service**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	185,684	Superintendent, M&S	0.20	17,715
Overtime	8,000	Asst. Supt. Of Mtce & Service	0.20	14,853
Add Pays	5,330	Administrative Professional	0.25	12,181
Fringe Benefits	232,921	Office Assistant II	0.25	8,939
		ROW Foreman, Utilities	0.80	45,852
<b>TOTAL</b>	<b>431,935</b>	Mech. Equip Repair Person II	0.25	12,676
		Utilities Person III	0.75	37,463
<b>OPERATING EXPENSES</b>		Utilities Person II	0.75	36,005
Supplies	9,500	<b>Total Personnel</b>	3.45	185,684
Internal Services	75,953			
Other Services		<b>Overtime</b>		8,000
Professional Fees	15,000			
Maintenance Fees	7,750	Standby Pay		4,585
Other Contracted Fees	0	Education Bonus		745
<b>TOTAL</b>	<b>108,203</b>	<b>Total Add Pays</b>		5,330
<b>CAPITAL OUTLAY</b>	75,500			
<b>TOTAL</b>	<b>75,500</b>	FICA		15,312
		Healthcare Benefits - Active		80,619
		Healthcare Benefits - Retirees		0
<b>TOTAL APPROPRIATION</b>	<b>615,638</b>	Pension		136,990
		<b>Total Fringe Benefits</b>		232,921
		<b>TOTAL</b>	<b>3.45</b>	<b>431,935</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**591-4721 Maintenance & Service**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	819,374	Supt of Maintenance & Service	0.20	17,715
Overtime	70,000	Asst. Supt. Of Mtce & Service	0.20	14,853
Add Pays	5,805	Administrative Professional	0.25	12,181
Fringe Benefits	1,063,059	ROW Foreman, Utilities Mech. Equip Repair Person II	0.80	45,852
<b>TOTAL</b>	<b>1,958,238</b>			
<b>OPERATING EXPENSES</b>				
Supplies	608,225	Utilities Person III	0.75	37,463
Internal Services	260,204	Utilities Person II	4.50	217,377
Other Services		Utilities Person I	6.75	313,995
Professional Fees	430,751	Laborer II, M&S	1.25	51,572
Maintenance Fees	388,397	Laborer I, M&S	1.50	57,630
Other Contracted Fees	17,550	Office Assistant II	0.25	8,939
		Custodial Worker (PT) SEIU	0.50	11,648
		Water/Sewer Intern	1.00	17,472
<b>TOTAL</b>	<b>1,705,127</b>	<b>Total Personnel</b>	<b>18.20</b>	<b>819,374</b>
<b>CAPITAL OUTLAY</b>	57,600	<b>Overtime</b>		70,000
<b>TOTAL</b>	<b>57,600</b>	Standby Pay		4,585
		Education Bonus		1,220
<b>TOTAL APPROPRIATION</b>	<b>3,720,965</b>	<b>Total Add Pays</b>		<b>5,805</b>
		FICA		67,942
		Healthcare Benefits - Active		380,223
		Healthcare Benefits - Retirees		0
		Pension		614,894
		<b>Total Fringe Benefits</b>		<b>1,063,059</b>
		<b>TOTAL</b>	<b>18.20</b>	<b>1,958,238</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**591-4722 Lead and Copper Line Replacement**

<b>Allocation Plan</b>		<b>Position Control</b>	
		<b>JOB CLASSIFICATION</b>	<b>2021/2022 BUDGET ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries	240,332	Supt of Maintenance & Service	0.20 17,715
Overtime	20,000	Asst. Supt. Of Mtce & Service	0.20 14,853
Add Pays	5,155	ROW Foreman, Utilities	0.80 45,852
Fringe Benefits	292,035	Utilities Person II	0.50 24,310
		Utilities Person I	2.50 117,019
		Laborer II, M&S	1.00 20,582
<b>TOTAL</b>	<b>557,522</b>	<b>Total Personnel</b>	<b>5.20 240,332</b>
<b>OPERATING EXPENSES</b>			
Supplies	685,450	<b>Overtime</b>	<b>20,000</b>
Internal Services	40,358	Standby Pay	4,585
Other Services		Education Bonus	570
Professional Fees	131,500		
Maintenance Fees	146,122	<b>Total Add Pays</b>	<b>5,155</b>
Other Contracted Fees	2,000		
<b>TOTAL</b>	<b>1,005,430</b>		
<b>CAPITAL OUTLAY</b>			
	12,600	FICA	20,539
<b>TOTAL</b>	<b>12,600</b>	Healthcare Benefits - Active	95,179
		Healthcare Benefits - Retirees	0
		Pension	176,317
<b>TOTAL APPROPRIATION</b>	<b>1,575,552</b>	<b>Total Fringe Benefits</b>	<b>292,035</b>
		<b>TOTAL</b>	<b>5.20 557,522</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**591-4730 Treatment & Pumping**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	1,899,461	Supt of Water Treatment	1.00	86,971
Overtime	90,000	Asst Super of Water Tmt	1.00	74,443
Add Pays	45,616	Chief Chemist	1.00	66,620
Fringe Benefits	2,306,037	Operating Foreman	6.00	349,797
		Chief Mtce Foreman (WT)	1.00	67,743
<b>TOTAL</b>	<b>4,341,114</b>	Plant Mtce Foreman (WT)	1.00	62,615
		Biologist	1.00	55,892
<b>OPERATING EXPENSES</b>		Plant Mtce Electrician II	1.00	61,800
		Plant Mtce Electrician I	1.00	55,861
Supplies	681,600	Filtration Plant Mtce III	2.00	86,784
Internal Services	614,768	Filtration Plant Mtce II	2.00	87,877
Other Services		Plant Mtce Mechanic A	3.00	161,631
Professional Fees	840,172	Plant Operator A	6.00	267,264
Maintenance Fees	1,117,847	Equipment & Safety Specialist	0.50	24,605
Other Contracted Fees	52,920	Administrative Professional	1.00	47,104
<b>TOTAL</b>	<b>3,307,307</b>	Laboratory Technician	1.00	44,636
		Chemist	1.00	56,008
<b>CAPITAL OUTLAY</b>	464,850	Stock Clerk WT	1.00	45,223
<b>TOTAL</b>	<b>464,850</b>	Laborer I, Water	2.00	74,806
		Custodial Worker A	1.00	34,578
		Skilled Clerical I (PT)	1.00	20,748
		Water/Sewer Intern	2.00	34,944
		Labor (Temp)	3.00	31,512
<b>TOTAL APPROPRIATION</b>	<b>8,113,271</b>	<b>Total Personnel</b>	<b>40.50</b>	<b>1,899,461</b>
		<b>Overtime</b>		<b>90,000</b>
		Standby Pay		41,416
		Education Bonus		4,200
		<b>Total Add Pays</b>		<b>45,616</b>
		FICA		153,089
		Healthcare Benefits - Active		646,269
		Healthcare Benefits - Retirees		227,618
		Pension		1,279,061
		<b>Total Fringe Benefits</b>		<b>2,306,037</b>
		<b>TOTAL</b>	<b>40.50</b>	<b>4,341,114</b>

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**591-4732 Water Asset Management**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	119,570	Water/Sewer Engineer and		
Overtime	3,000	Asset Mgmt Supervisor	0.50	40,053
Add Pays	0	GIS Supervisor	0.50	33,169
Fringe Benefits	124,923	Equipment & Safety Specialist	0.50	24,605
		GIS Technican - W/S	0.50	21,744
<b>TOTAL</b>	<b>247,493</b>	<b>Total Personnel</b>	<b>2.00</b>	<b>119,570</b>
<b>OPERATING EXPENSES</b>				
		<b>Overtime</b>		3,000
Supplies	1,000			
Internal Services	41,366			
Other Services		Standby Pay		0
Professional Fees	75,000	Education Bonus		0
Maintenance Fees	4,500			
Other Contracted Fees	3,000	<b>Total Add Pays</b>		0
<b>TOTAL</b>	<b>124,866</b>			
<b>CAPITAL OUTLAY</b>	0	FICA		9,377
		Healthcare Benefits - Active		29,255
		Healthcare Benefits - Retirees		0
<b>TOTAL</b>	<b>0</b>	Pension		86,291
		<b>Total Fringe Benefits</b>		124,923
<b>TOTAL APPROPRIATION</b>	<b>372,359</b>	<b>TOTAL</b>	<b>2.00</b>	<b>247,493</b>

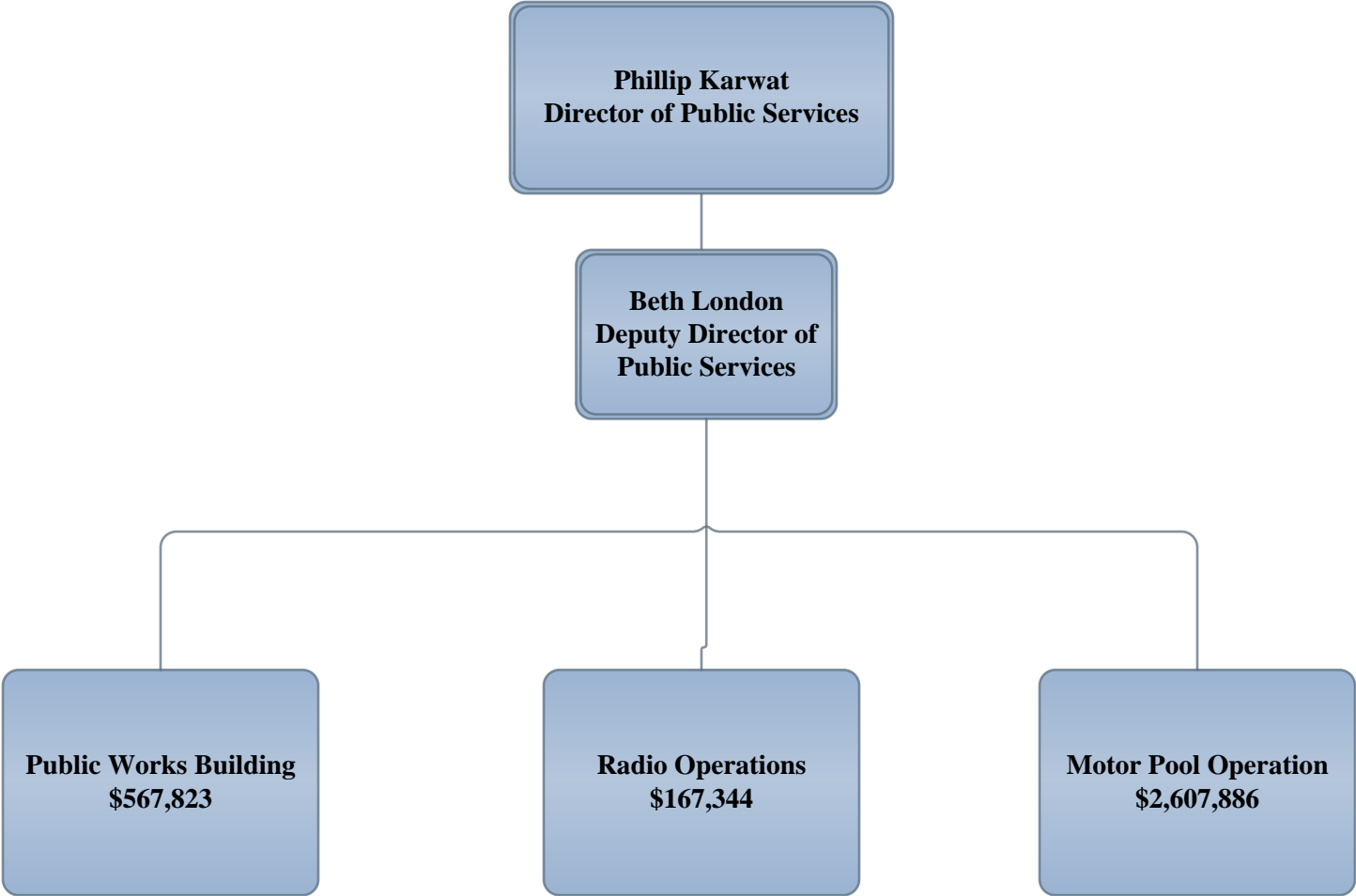


**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**591-5310 Customer Accounting**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	184,944	Admin of Utilities Accounts	0.50	29,658
Overtime	0	Treasury Coordinator	0.37	13,179
Fringe Benefits	239,321	Treasury Clerk	0.74	25,152
		Office Assistant III	3.00	114,924
		Office Assistant II	0.11	2,031
<b>TOTAL</b>	<b>424,265</b>			
		<b>Total Personnel</b>	<b>4.72</b>	<b>184,944</b>
<b>OPERATING EXPENSES</b>				
Supplies	2,500	<b>Overtime</b>		0
Internal Services	88,468			
Other Services		FICA		14,252
Professional Fees	57,600	Healthcare Benefits - Active		57,934
Maintenance Fees	5,340	Healthcare Benefits - Retirees		0
Other Contracted Fees	1,700	Pension		167,135
<b>TOTAL</b>	<b>155,608</b>	<b>Total Fringe Benefits</b>		<b>239,321</b>
<b>CAPITAL OUTLAY</b>	<b>1,100</b>			
<b>TOTAL</b>	<b>1,100</b>	<b>TOTAL</b>	<b>4.72</b>	<b>424,265</b>
<b>TOTAL APPROPRIATION</b>	<b>580,973</b>			

**CITY OF SAGINAW**  
**DEPARTMENT OF PUBLIC SERVICES – INTERNAL SERVICE FUNDS**



**PUBLIC WORKS BUILDING (641)  
 RESOURCE ALLOCATION  
 2021/2022 PROPOSED BUDGET**

This fund was established to account for all operating and capital expenditures required to maintain the Public Works Service Center. Rent is charged to the departments occupying the building based on square footage.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
SERVICES - SALES	567,823	PUBLIC WORKS BUILDING	567,823
<b>TOTAL RESOURCES</b>	<b><u>567,823</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>567,823</u></b>

## ***PUBLIC WORKS BUILDING FUND***

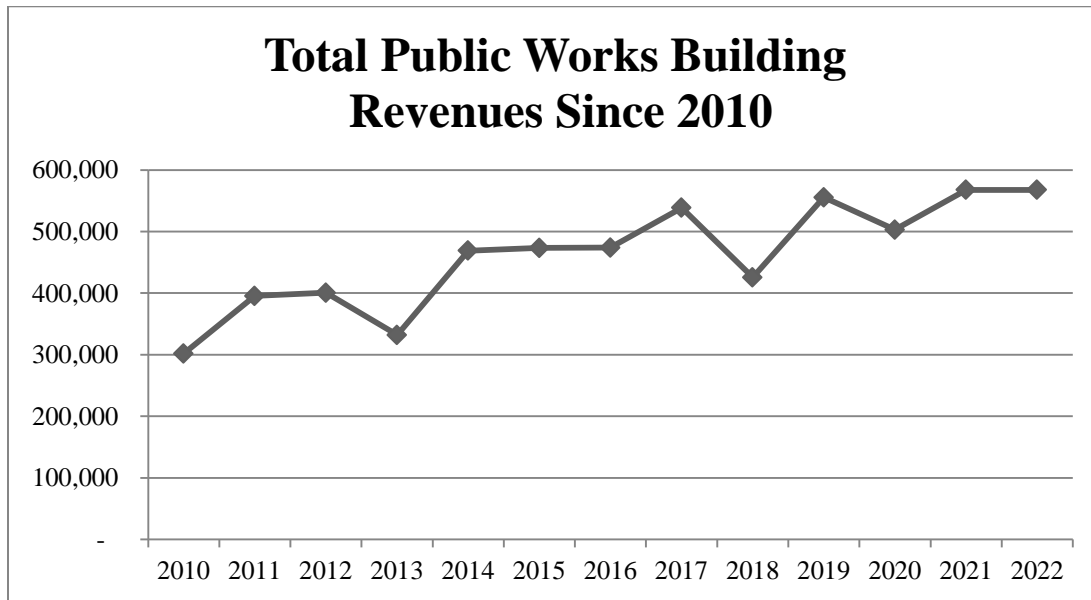
### **REVENUE BUDGET SUMMARY**

The Public Works Building Fund is considered an Internal Service fund for the City of Saginaw. This means that this fund accounts for goods and/or services provided to one department by another on a cost reimbursement basis. The only source of revenue for this fund is “Charge for Services”, which is \$567,823 in FY 2022. This fund was established to account for all operating and capital expenditures to maintain the Public Works Service Center. Rent is charged to the departments occupying the building based on square footage. The Public Works Building Fund increases by \$221 for FY 2022. This is due to continued capital projects to revamp city buildings.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Services - Sales	424,521	553,979	502,471	567,612	587,497	473,010	567,823
Interest and Rents	1,068	825	660	0	0	22	0
Other Revenues	116	655	0	0	0	0	0
<b>Total Revenues</b>	<b>425,705</b>	<b>555,459</b>	<b>503,131</b>	<b>567,612</b>	<b>587,497</b>	<b>473,032</b>	<b>567,823</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. There was little fluctuation between 2008 and 2010. In FY 2011, revenue began increasing steadily. In FY 2013 there was a dip in revenue because the fund did not require as large of a contribution from other funds. There was a smaller allocation of full-time employees to this fund; therefore the costs were reduced. Conversely, in FY 2014, there were more full-time employees allocated here causing the expenses, and therefore the revenue, to increase. After a decrease in FY 2018, the revenue for FY 2019 increases to former levels. In FY 2022 revenues have stayed consistent with FY 2021 due to an overwhelming need for capital projects with City infrastructures.

### **EXPENDITURE BUDGET SUMMARY**

The total Public Works Building Fund expenditures are \$567,823 for FY 2022. The fund increases by \$221 from the FY 2021 approved budgeted levels. *Personnel Services* increase by \$14,579 or 6.18% in FY 2022. This is largely attributable to an increase in full time salaries and benefit costs. *Operating Expenses* are \$269,798 for the upcoming year. This represents a \$2,190 decrease from the FY 2021 budget. There is \$43,822 of *Capital Outlay Expenditures* in FY 2022 which includes replacement of overhead doors in the garage and replacing entrance gates. *Miscellaneous Expenditures* will be \$3,611 for FY 2022. This is to recognize depreciation.

**FUNDING LEVEL SUMMARY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
4439 Public Works Building	262,683	394,196	559,683	567,612	587,497	374,015	567,823
9660 Transfers Out	0	0	9,350	0	0	0	0
<b>Total Expenditures</b>	<b>262,683</b>	<b>394,196</b>	<b>569,033</b>	<b>567,612</b>	<b>587,497</b>	<b>374,015</b>	<b>567,823</b>

**FUNDING LEVEL BY CATEGORY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Personnel Services	76,589	161,173	294,790	236,013	205,213	156,411	250,592
Operating Expenses	186,094	231,166	246,046	271,988	269,888	153,741	269,798
Capital Outlay	0	0	11,931	56,000	88,900	63,863	43,822
Miscellaneous	0	1,857	16,266	3,611	23,496	0	3,611
<b>Total Expenditures</b>	<b>262,683</b>	<b>394,196</b>	<b>569,033</b>	<b>567,612</b>	<b>587,497</b>	<b>374,015</b>	<b>567,823</b>

**SUMMARY OF POSITIONS**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
4439 Public Works Building	3.48	3.98	2.68	2.68	2.68	2.68	2.65
<b>Total Positions</b>	<b>3.48</b>	<b>3.98</b>	<b>2.68</b>	<b>2.68</b>	<b>2.68</b>	<b>2.68</b>	<b>2.65</b>

The Public Works Building personnel complement is 2.65 FTE for FY 2022. This is slightly below FY 2021 due to a small change in distributions.

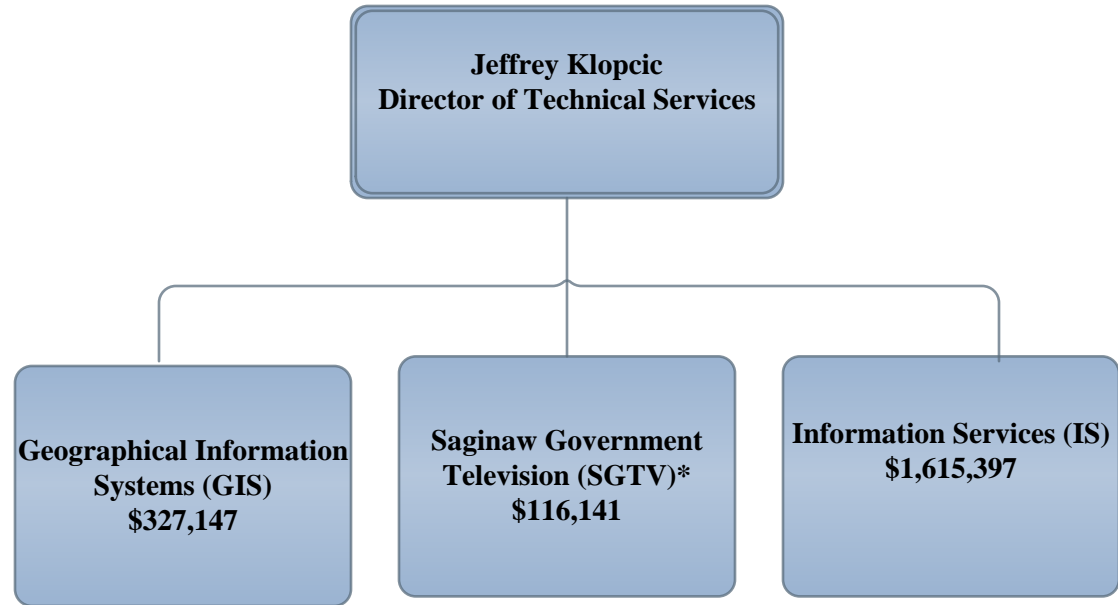
The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How to Use the Budget Document” for better clarification for the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**641-4439 Public Works Building**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	116,329	Facilities Administrator	0.25	18,499
Overtime	4,000	Labor Foreman, Facilities	0.25	22,416
Add Pays	622	Labor Foreman, Grounds	0.05	2,500
Fringe Benefits	129,641	Maintenance Person II	0.75	36,898
		Parks/Maint. Person II	0.15	7,272
		Custodian/Laborer I	0.50	17,461
		Skilled Clerical I (PT)	0.20	3,640
		Basic Labor (PT)	0.50	7,644
<b>TOTAL</b>	<b>250,592</b>			
<b>OPERATING EXPENSES</b>				
		<b>Total Personnel</b>	<b>2.65</b>	<b>116,329</b>
Supplies	23,150			
Internal Services	19,420			
Other Services		<b>Overtime</b>		<b>4,000</b>
Professional Fees	91,798			
Maintenance Fees	125,430			
Other Contracted Fees	10,000	Education Bonus		100
		Standby Pay		522
<b>TOTAL</b>	<b>269,798</b>	<b>Total Add Pays</b>		<b>622</b>
<b>CAPITAL OUTLAY</b>				
	43,822			
<b>TOTAL</b>	<b>43,822</b>	FICA		9,308
		Healthcare Benefits - Active		43,748
		Healthcare Benefits - Retirees		0
		Pension		76,585
<b>MISCELLANEOUS</b>	3,611	<b>Total Fringe Benefits</b>		<b>129,641</b>
<b>TOTAL</b>	<b>3,611</b>	<b>TOTAL</b>	<b>2.65</b>	<b>250,592</b>
<b>TOTAL APPROPRIATION</b>	<b>567,823</b>			

**CITY OF SAGINAW**  
**DEPARTMENT OF TECHNICAL SERVICES – INTERNAL SERVICE FUNDS**



*\*SGTV is accounted for in the General Government division of the General Fund.*

**DEPARTMENT OF TECHNICAL SERVICES (650)**  
**GEOGRAPHICAL INFORMATION SYSTEMS**  
**RESOURCE ALLOCATION**  
**2021/2022 PROPOSED BUDGET**

The Technical Services Geographical Information Systems fund is used to account for the development and operation of the citywide geographical information. Money for the operation of this fund is supplied mainly from contributions from other city funds

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE FOR SERVICES	327,147	GEOGRAPHICAL INFORMATION SYSTEMS	327,147
<b>TOTAL RESOURCES</b>	<b><u>327,147</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>327,147</u></b>



**DEPARTMENT OF TECHNICAL SERVICES –  
GEOGRAPHICAL INFORMATION SYSTEM (GIS)**

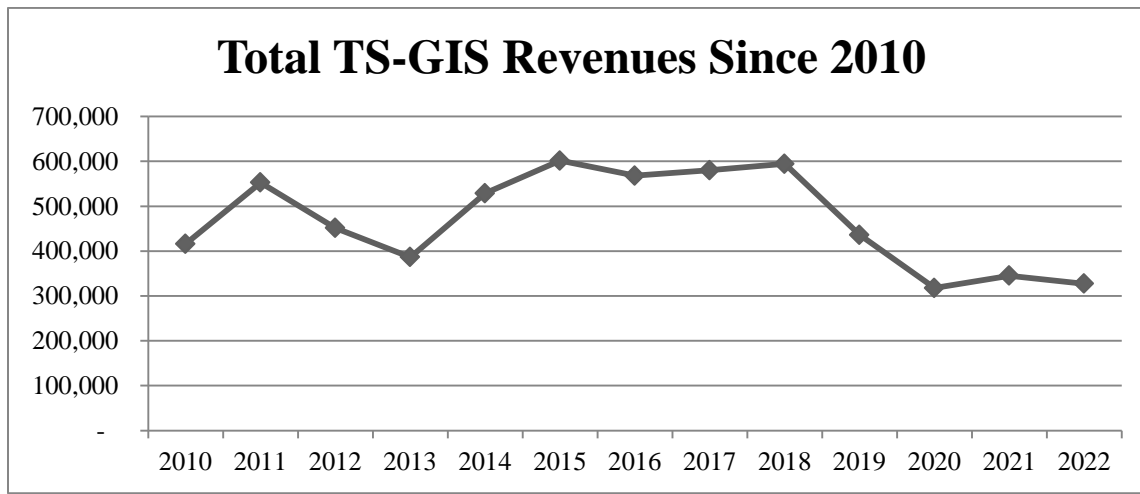
**REVENUE BUDGET SUMMARY**

The Department of Technical Services - Geographical Information Services (GIS) Fund is considered to be an Internal Service Fund of the City. That means that this fund accounts for goods and/or services provided to one department by another on a cost reimbursement basis. This fund is used to account for the development and operation of the citywide geographical information system. Funding for operation of this fund is supplied from contributions from other city funds that use the service. For FY 2022, the TS-GIS Fund’s total revenues are \$327,147. This is a decrease of \$17,921, or 5.19%, from the previous fiscal year.

**SUMMARY OF REVENUES**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Services - Sales	(1,902)	0	3,250	0	0	8,904	0
Charges for Services	591,966	432,911	310,442	345,068	345,068	287,557	327,147
Other Revenues	4,449	2,989	4,103	0	0	10	0
<b>Total Revenues</b>	<b>594,513</b>	<b>435,900</b>	<b>317,795</b>	<b>345,068</b>	<b>345,068</b>	<b>296,471</b>	<b>327,147</b>

**REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. From 2010 to 2011, there was a significant increase in revenue, which can be attributed to TS - GIS receiving additional monies from the Development Department for NSP II mapping services. Revenues have been slightly tumultuous, moving up and down year-to-year since 2008. FY 2019 saw a 19.24% decrease, largely due to the reclassification of a position to other funds. FY 2020 sees another large decrease due to the elimination of the Call Center division as well as the elimination of the IT Analyst position. FY 2022 will see a decrease of 5.19%. This reduction is due to an overall cost of providing services.

**EXPENDITURE BUDGET SUMMARY**

The total TS-GIS Fund expenditures are \$327,147 for FY 2022. This is a decrease of \$17,921 from the FY 2021 approved budget. *Personnel Services* increase by \$5,026 in FY 2022. A majority of this increase is due to an increase in salaries. *Operating Expenses* are \$113,165 for the upcoming year, representing a \$21,947 decrease. This decrease is due to the completed purchase of software and online programming for lead and copper associated with GIS projects. *Capital Outlay* expenditures are \$2,000 for FY 2022. This is for the purchase of GIS equipment. The category of *Miscellaneous Expenditures* will be \$1,783 which accounts for depreciation.

**FUNDING LEVEL SUMMARY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
1738 GIS	231,912	119,837	245,465	345,068	345,068	248,518	327,147
1739 Call Center	66,872	30,224	0	0	0	0	0
<b>Total Expenditures</b>	<b>298,784</b>	<b>150,061</b>	<b>245,465</b>	<b>345,068</b>	<b>345,068</b>	<b>248,518</b>	<b>327,147</b>

**FUNDING LEVEL BY CATEGORY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Personnel Services	197,291	42,662	181,171	205,173	205,173	165,507	210,199
Operating Expenses	101,493	105,616	62,511	135,112	135,112	83,011	113,165
Capital Outlay	0	0	0	3,000	3,000	0	2,000
Miscellaneous	0	1,783	1,783	1,783	1,783	0	1,783
<b>Total Expenditures</b>	<b>298,784</b>	<b>150,061</b>	<b>245,465</b>	<b>345,068</b>	<b>345,068</b>	<b>248,518</b>	<b>327,147</b>

**SUMMARY OF POSITIONS**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
1738 TE - GIS	3.50	2.50	1.50	1.50	1.50	1.50	1.50
1739 Call Center	3.00	3.00	0.00	0.00	0.00	0.00	0.00
<b>Total Positions</b>	<b>6.50</b>	<b>5.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>

The Department of Technical Services – GIS personnel complement is 1.50 FTE for FY 2022. This is the same as the previous year.

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How To Use the Budget Document” for better clarification of the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**650-1738 TS - GIS**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	114,674	Technical Services		
Overtime	500	Director	0.50	56,407
Fringe Benefits	95,025	GIS Specialist	1.00	58,268
<b>TOTAL</b>	<b>210,199</b>	<b>Total Personnel</b>	<b>1.50</b>	<b>114,674</b>
<b>OPERATING EXPENSES</b>		<b>Overtime</b>		<b>500</b>
Supplies	4,500	FICA		8,811
Internal Services	31,262	Healthcare Benefits - Active		27,552
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	68,403	Pension		58,662
Maintenance Fees	7,000	<b>Total Fringe Benefits</b>		<b>95,025</b>
Other Contracted Fees	2,000			
<b>TOTAL</b>	<b>113,165</b>	<b>TOTAL</b>	<b>1.50</b>	<b>210,199</b>
<b>CAPITAL OUTLAY</b>	<b>2,000</b>			
<b>TOTAL</b>	<b>2,000</b>			
<b>MISCELLANEOUS</b>	<b>1,783</b>			
<b>TOTAL</b>	<b>1,783</b>			
<b>TOTAL APPROPRIATION</b>	<b>327,147</b>			

**DEPARTMENT OF TECHNICAL SERVICES (658)  
 INFORMATION SERVICES  
 RESOURCE ALLOCATION  
 2021/2022 PROPOSED BUDGET**

Computer and information services are provided to the City operating departments through this fund. The operation is financed by service charges levied against user departments and service contracts with other governmental entities.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE FOR SERVICES	1,612,897	INFORMATION SERVICES	1,615,397
SALE OF PROPERTY	2,500		
<b>TOTAL RESOURCES</b>	<b>1,615,397</b>	<b>TOTAL APPROPRIATIONS</b>	<b>1,615,397</b>

**DEPARTMENT OF TECHNICAL SERVICES – INFORMATION SERVICES (IS)**

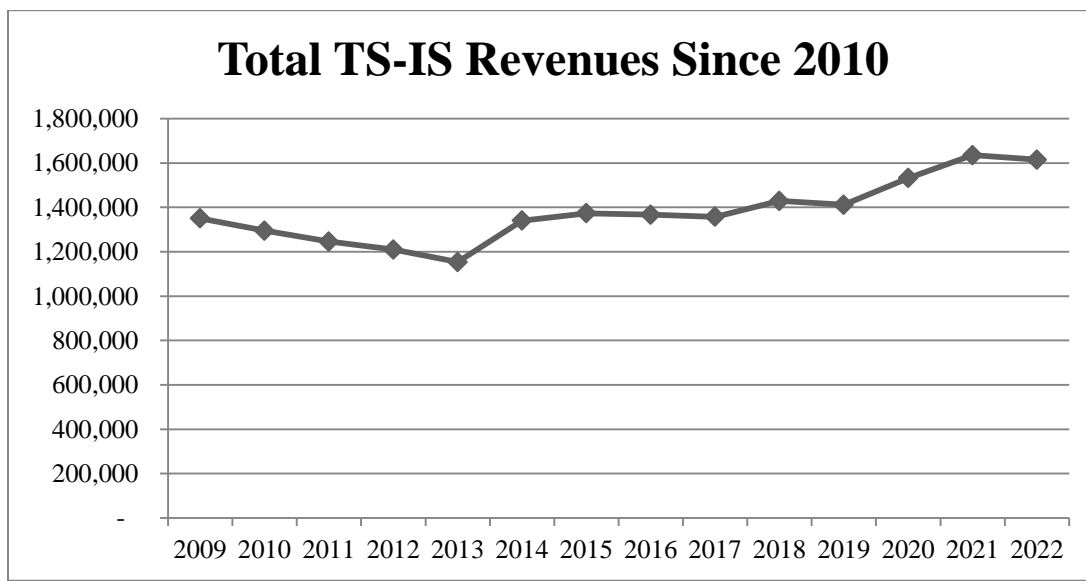
**REVENUE BUDGET SUMMARY**

The Department of Technical Services - Information Services (IS) Fund is an Internal Service Fund of the City. That means that this fund accounts for goods and/or services provided to one department by another on a cost reimbursement basis. The major revenue source for this fund is “Charges to Other Funds”, which is \$1,612,897 in FY 2022. Computer and information services are provided to the City operating departments through this fund. The operation is financed by service charges levied against user departments and sale of property items. For the upcoming year, the TS-IS Fund’s total revenues will be \$1,615,397, a decrease of \$20,292.

**SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Services - Sales	1,839	4,139	2,399	3,000	3,000	3,419	2,500
Interest and Rents	850	1,256	1,093	0	0	40	0
Charges for Services	1,426,572	1,403,868	1,529,062	1,632,689	1,632,689	1,360,516	1,612,897
Other Revenues	0	2,823	50	0	11,385	780	0
<b>Total Revenues</b>	<b>1,429,261</b>	<b>1,412,086</b>	<b>1,532,604</b>	<b>1,635,689</b>	<b>1,647,074</b>	<b>1,364,755</b>	<b>1,615,397</b>

**REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. From FY 2010 to FY 2013 there was a decrease in revenues. This decline in revenues was attributed to a reduction in the amount charged to user departments for services provided. Revenues for this fund have stabilized and remained relatively consistent from 2009 to 2019, with a slight increase since 2013 due to changes in the City’s enterprise software. FY 2022 Revenues are \$1,615,397, which is \$20,292 lower due to a lower appropriation of funds from the user departments.

## EXPENDITURE BUDGET SUMMARY

The total TS-IS Fund expenditures are \$1,615,397 for FY 2022. This is a decrease of \$20,292 from FY 2021 approved budgeted levels. *Personnel Services* increase by \$16,281 or 2.32%, in FY 2022. Outside of the regular increases to salary and benefits, there will be a slight increase due to the addition of the PT Technical Support Specialist. The total FTE will increase by 1. *Operating Expenses* are \$835,001 for the upcoming year. This represents an increase of \$14,026. This can be attributed mainly to the purchase of computer software. *Capital Outlay* is \$34,500 for FY 2022 this includes a lease of the central network switch for City Hall and miscellaneous technical equipment purchases. The category of *Miscellaneous Expenditures* is \$26,624 for the upcoming year. This is to recognize depreciation.

## FUNDING LEVEL SUMMARY

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
1720 Information Services	1,091,860	1,287,028	1,710,730	1,635,689	1,647,074	1,112,775	1,615,397
9660 Transfers	11,359	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>1,103,219</b>	<b>1,287,028</b>	<b>1,710,730</b>	<b>1,635,689</b>	<b>1,647,074</b>	<b>1,112,775</b>	<b>1,615,397</b>

## FUNDING LEVEL BY CATEGORY

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Personnel Services	523,455	629,585	1,064,085	702,991	702,991	541,093	719,272
Operating Expenses	556,345	643,098	622,008	820,975	835,975	556,461	835,001
Capital Outlay	11,034	13,821	2,593	95,000	91,385	15,221	34,500
Miscellaneous	12,385	524	22,044	16,723	16,723	0	26,624
<b>Total Expenditures</b>	<b>1,103,219</b>	<b>1,287,028</b>	<b>1,710,730</b>	<b>1,635,689</b>	<b>1,647,074</b>	<b>1,112,775</b>	<b>1,615,397</b>

## SUMMARY OF POSITIONS

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
1720 TS - IS	4.50	4.50	4.50	4.50	4.50	4.50	5.50
<b>Total Positions</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>5.50</b>

The Department of Technical Services – Information Services personnel complement is 5.50 FTE for FY 2022. This is an increase of 1 position which is the Part Time Technical Support Specialist.

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How To Use the Budget Document” for better clarification of the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**658-1720 TS - IS**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	310,716	Technical Services		
Overtime	3,000	Director	0.50	56,407
Out of Class Pay	1,500	Assistant Director of		
Fringe Benefits	404,056	Technical Services	1.00	80,105
		Enterprise Analyst	1.00	60,136
<b>TOTAL</b>	<b>719,272</b>	Tech. Support Specialist	2.00	96,597
		Part Time Tech. Support Specialist	1.00	17,472
		<b>Total Personnel</b>	<b>5.50</b>	<b>310,716</b>
<b>OPERATING EXPENSES</b>				
Supplies	401,000	<b>Overtime</b>		3,000
Internal Services	100,705			
Other Services		Standby Pay		1,500
Professional Fees	147,296	<b>Total Add Pays</b>		1,500
Maintenance Fees	177,000	FICA		24,191
Other Contracted Fees	9,000	Healthcare Benefits - Active		70,251
<b>TOTAL</b>	<b>835,001</b>	Healthcare Benefits - Retirees		118,730
		Pension		190,884
<b>CAPITAL OUTLAY</b>	<b>34,500</b>	<b>Total Fringe Benefits</b>		<b>404,056</b>
<b>TOTAL</b>	<b>34,500</b>	<b>TOTAL</b>	<b>5.50</b>	<b>719,272</b>
<b>MISCELLANEOUS</b>	<b>26,624</b>			
<b>TOTAL</b>	<b>26,624</b>			
<b>TOTAL APPROPRIATION</b>	<b>1,615,397</b>			

**RADIO OPERATIONS (660)  
RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

The Radio Operations Fund is considered an Internal Service Fund of the City of Saginaw. This fund allows for the City to acquire, install, and maintain two-way radio equipment for use by City operating departments. Rental fees are charged to using departments to recover the cost of maintaining and replacing equipment.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
INTEREST	548	RADIO OPERATIONS	111,350
CHARGE FOR SERVICES	166,844	INCREASE TO FUND EQUITY	56,042
<b>TOTAL RESOURCES</b>	<b>167,392</b>	<b>TOTAL APPROPRIATIONS</b>	<b>167,392</b>



## **RADIO OPERATIONS FUND**

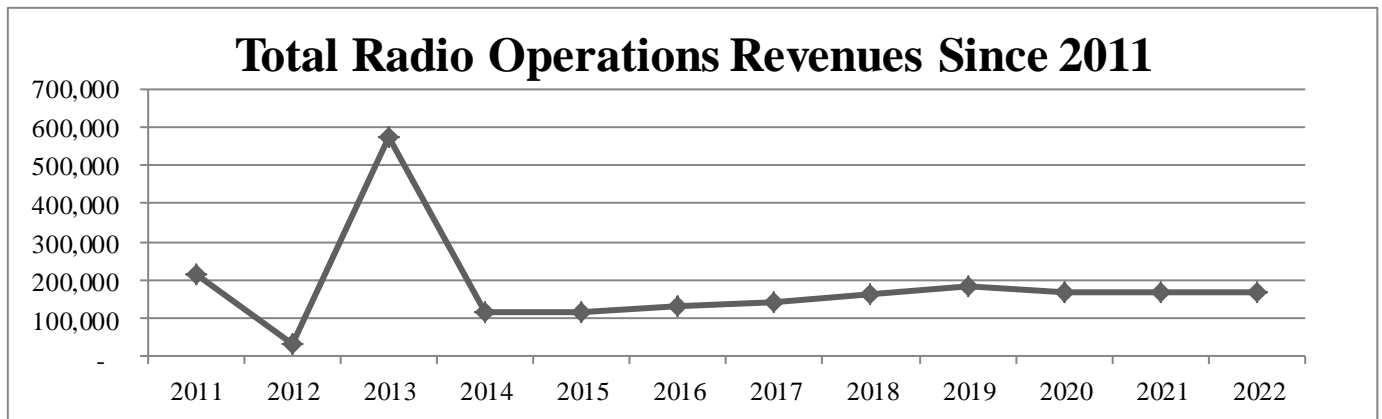
### **REVENUE BUDGET SUMMARY**

The Radio Operations Fund is considered to be an Internal Service Fund of the City. That means that this fund accounts for goods and/or services provided to one department by another on a cost reimbursement basis. This fund provides radio repair and replacement to: Cemeteries, Community Public Safety – Police and Fire, Major and Local Streets, Rubbish Collection, Parking, Sewer and Water Operations and Maintenance, and Motor Pool Operations. The major revenue source for this fund is “Charges for Service”, which is \$166,844 for the next fiscal year. The overall FY 2022 Radio Operations budget is \$167,392. This is the same as the previous fiscal year.

### **SUMMARY OF REVENUES**

	2017/18	2018/19	2019/20	2020/21	2020/21	2020/21	2021/22
	Actual	Actual	Actual	Approved	Adjusted	YTD	Proposed
Charges for Service	161,146	184,196	166,844	166,844	166,844	139,493	166,844
Interest and Rents	1,122	1,744	1,246	548	548	40	548
Other Revenues	0	0	33	0	0	117	0
<b>Total Revenues</b>	<b>162,268</b>	<b>185,940</b>	<b>168,123</b>	<b>167,392</b>	<b>167,392</b>	<b>139,650</b>	<b>167,392</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2011 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. In 2012, user departments were repaid for monies allocated in previous fiscal years. By FY 2013, revenues reflected a steady increase due to the City appropriating uncommitted and unrestricted fund reserves in order to purchase a new radio system. The FY 2015 revenues reflected a dramatic drop because the city purchased a new radio system, which occurred in FY 2013. The FY 2019 budget is slightly higher due to the increase in the maintenance charges and replacement costs to user departments. The FY 2020 budget reflects a slight decrease from the previous years due to a reduction in the Contributions from Other Funds. FY 2022 shows the same revenue as the previous year. The city at this time is not allocating funds for replacement.

**SUMMARY OF EXPENDITURES**

The total Radio Fund expenditures for FY 2022 are \$167,392, the same as the previous fiscal year. *Personnel Services* are \$39,387 for FY 2022, a decrease of \$1,260. This decrease is primarily attributed to a decrease in salary and benefit costs that come with replacing the Traffic and Electrical Administrator who retired last year. *Operating Expense* decreases by \$2,286 during FY 2022. The budget is set at \$41,330. *Capital Outlay* expenditures are \$28,000 for FY 2022 for the purchase of new radios as well as repairs to the tornado siren system. The category of *Miscellaneous Expenditures* reflects the amount of \$58,675 for FY 2022. This represents depreciation.

**FUNDING LEVEL SUMMARY**

	2017/18	2018/19	2019/20	2020/21	2020/21	2020/21	2021/22
	Actual	Actual	Actual	Approved	Adjusted	YTD	Proposed
4422 Radio Operation	119,550	128,851	155,706	167,392	167,392	59,244	111,350
8559 Increase to Fund Equity	0	0	0	0	0	0	56,042
<b>Total</b>	<b>119,550</b>	<b>128,851</b>	<b>155,706</b>	<b>167,392</b>	<b>167,392</b>	<b>59,244</b>	<b>167,392</b>

**FUNDING LEVEL BY CATEGORY**

	2017/18	2018/19	2019/20	2020/21	2020/21	2020/21	2021/22
	Actual	Actual	Actual	Approved	Adjusted	YTD	Proposed
Personnel Services	28,815	34,787	54,674	40,647	40,647	23,005	39,387
Operating Expenses	90,735	32,959	96,612	43,616	43,616	31,492	41,330
Capital Outlay	0	2,367	4,420	28,000	28,000	4,747	28,000
Miscellaneous	0	58,738	0	55,129	55,129	0	58,675
<b>Total Expenditures</b>	<b>119,550</b>	<b>128,851</b>	<b>155,706</b>	<b>167,392</b>	<b>167,392</b>	<b>59,244</b>	<b>167,392</b>

**SUMMARY OF POSITIONS**

	2017/18	2018/19	2019/20	2020/21	2020/21	2020/21	2021/22
	Actual	Actual	Actual	Approved	Adjusted	YTD	Proposed
4422 Radio Operations	0.30	0.30	0.30	0.30	0.30	0.30	0.30
<b>Total Positions</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>

The Radio Operations personnel complement is 0.30 FTE for FY 2022. This is the same allocation as in previous years.

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How To Use the Budget Document” for better clarification of the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**660-4422/8559 Radio Operations**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	17,842	Traffic & Electrical Admin.	0.10	6,687
Overtime	1,000	Traffic Electrician II	0.20	11,155
Add Pays	841			
Fringe Benefits	19,704	<b>Total Personnel</b>	<u>0.30</u>	<u>17,842</u>
<b>TOTAL</b>	<u><b>39,387</b></u>			
		<b>Overtime</b>		<u>1,000</u>
<b>OPERATING EXPENSES</b>				
Supplies	7,400	Standby Pay		841
Internal Services	17,349			
Other Services		<b>Total Add Pays</b>		<u>841</u>
Professional Fees	16,212			
Maintenance Fees	0	FICA		1,442
Other Contracted Fees	369	Healthcare Benefits - Active		7,039
<b>TOTAL</b>	<u><b>41,330</b></u>	Healthcare Benefits - Retirees		0
		Pension		11,223
<b>CAPITAL OUTLAY</b>	28,000	<b>Total Fringe Benefits</b>		<u>19,704</u>
<b>TOTAL</b>	<u><b>28,000</b></u>			
		<b>TOTAL</b>	<u><b>0.30</b></u>	<u><b>39,387</b></u>
<b>MISCELLANEOUS</b>	58,675			
<b>TOTAL</b>	<u><b>58,675</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>167,392</b></u></u>			

**MOTOR POOL OPERATIONS (661)**  
**RESOURCE ALLOCATION**  
**2021/2022 PROPOSED BUDGET**

The Motor Pool Operations Fund is considered an Internal Service Fund of the City of Saginaw. This fund is responsible for acquiring and maintaining vehicles and other motorized equipment for use in general city operations. The costs of maintenance and replacement are recovered through rental rates charged to city operations using these vehicles and equipment.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE FOR SERVICES	2,568,080	GARAGE ADMINISTRATION	1,186,719
OTHER REVENUES	39,806	GARAGE OPERATIONS	1,421,167
<b>TOTAL RESOURCES</b>	<b>2,607,886</b>	<b>TOTAL APPROPRIATIONS</b>	<b>2,607,886</b>

## **MOTOR POOL OPERATIONS FUND**

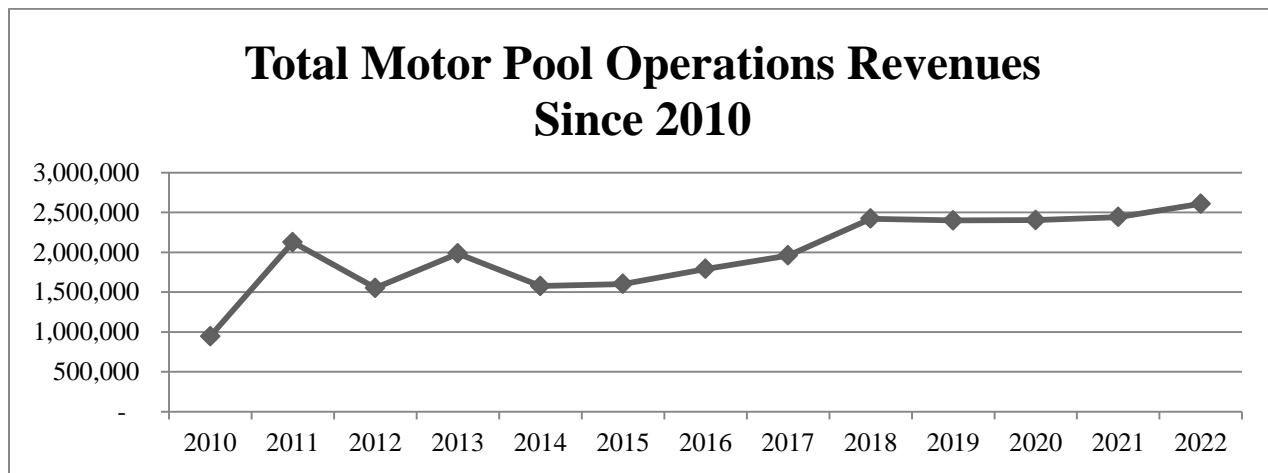
### **REVENUE BUDGET SUMMARY**

The Motor Pool Operations Fund is considered to be an Internal Service Fund of the City. That means that this fund accounts for goods and/or services provided to one department by another on a cost reimbursement basis. The major revenue source for this fund is “Charge for Services”, which is anticipated to be \$2,568,480 in FY 2022. This fund provides for the acquisition and maintenance to vehicles and other motorized equipment that are utilized by general city operations. The only exception is Community Public Safety – Fire because this department utilizes specialized equipment that must be handled by certified mechanics that are familiar with fire apparatuses. Other revenue sources for this fund are: sale of property, fluids, surplus receipts, insurance proceeds, and the appropriation of fund equity. For FY 2022, the Motor Pool Operations Fund’s total revenues are \$2,607,886. This is an increase of \$166,617, or 6.93% from the previous fiscal year. This predominantly realized in the increase in the “Charge for Services” due to the cost to provide services. In addition, in FY 2021, the city entered into the Municipal Buy Back Replacement Program with McDonald Ford. Revenues have been budgeted for this program for this is an annual replacement plan.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Charge for Services	2,381,104	2,378,808	2,403,118	2,431,269	2,431,869	1,560,815	2,569,480
Interest and Rents	1,294	2,136	1,678	0	0	56	0
Other Revenues	39,489	18,521	7,329	10,000	55,249	61,234	38,406
<b>Total Revenues</b>	<b>2,421,887</b>	<b>2,399,465</b>	<b>2,412,125</b>	<b>2,441,269</b>	<b>2,486,518</b>	<b>1,622,105</b>	<b>2,607,886</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. From FY 2009 – 2011, the City began adjusting the fleet rate from 23% to 19% of the State rate. By FY 2012, it was determined that a three year historical charge should be allocated to each of the user departments. Additionally, in FY 2012 the City increased its appropriation of fund equity for the repayment of vehicles replacement cost to other funds that have contributed replacement monies into the Motor Pool. In FY 2013, revenues reflect an upward trend. FY 2016 revenue budget continued to realize the same problems as FY 2012. This fund cannot maintain or

support itself with the current fee structure. Therefore, this budget reflects a fixed and variable cost for services for user departments. The 2016 revenue budget also reflected the same issue as the 2015 approved budget. No fund reserves are available to this fund; hence user departments must contribute more to the fund to maintain the fleet. The FY 2017 revenue budget reflected a slight increase. This is attributable to increase to the contribution from other funds as well as a slight increase from the sale of property items account. From 2017- 2019 the Motor Pool Operations budgets reflect an increase due to higher charges to user departments. The FY 2020 budget reflected a slight increase due to the addition of the Parks and Lead and Copper Divisions. For FY 2021, Motor Pool Operations is expected to increase 1.61% due to an increase to the fixed charges in the fund. The proposed FY 2022 increases due the increase cost of providing fleet services and the city entering into the Municipal Buy Back Replacement Program with McDonald Ford for the annual replacement of a shop truck.

**EXPENDITURE BUDGET SUMMARY:**

The total Motor Pool Operations Fund expenditures will be \$2,607,886 for FY 2022. This budget increases from FY 2021 by \$166,617. *Personnel Services* increase \$33,837. This increase is attributable to the 2% across the board increases per the collective bargaining agreement, between 3% increase to active healthcare, and significant increases to the pension allocation. *(The personnel complement changes are listed in detail under Summary of Positions.) Operating Expenses* increases by 10.68%. This increase is largely due to increases in the following items – indirect charge for the cost allocation plan, motor vehicle repairs, office supplies, and mechanic tool allowance. *Capital Outlay* reflects to be \$72,022. The Department of Public Services is planning to continue replacing minor garage tools as well as replace a pick-up truck and a purchase of a shop truck, which is a part of the Municipal Buy Back Replacement Program. The category of *Miscellaneous Expenditures* is \$37,080 for FY 2022. This is a decrease of \$10,103. This is to recognize the depreciation cost for vehicles and equipment in the Motor Pool Operations Fund.

**FUNDING LEVEL SUMMARY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
4480 Garage Administration	365,903	1,473,516	1,987,930	1,155,287	1,155,287	814,607	1,186,718
4481 Garage Operations	1,146,945	1,116,722	1,148,310	1,285,982	1,331,231	740,596	1,421,167
<b>Total Expenditures</b>	<b>1,512,848</b>	<b>2,590,238</b>	<b>3,136,240</b>	<b>2,441,269</b>	<b>2,486,518</b>	<b>1,555,203</b>	<b>2,607,886</b>

**FUNDING LEVEL BY CATEGORY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Personnel Services	528,455	1,572,263	218,413	1,369,423	1,370,150	962,893	1,403,260
Operating Expenses	965,399	1,009,255	934,717	990,663	1,036,757	562,195	1,097,524
Capital Outlay	18,994	8,720	17,387	34,000	32,428	30,115	70,022
Miscellaneous	0	0	0	47,183	47,183	0	37,080
<b>Total Expenditures</b>	<b>1,512,848</b>	<b>2,590,238</b>	<b>3,136,240</b>	<b>2,441,269</b>	<b>2,486,518</b>	<b>1,555,203</b>	<b>2,607,886</b>

**SUMMARY OF POSITIONS**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
4480 Garage Administration	2.00	2.00	1.90	1.90	1.90	1.90	1.90
4481 Garage Operations	7.00	8.00	8.10	8.10	8.10	8.10	8.10
<b>Total Positions</b>	<b>9.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>

The Motor Pool Operations personnel complement is 10 employees for FY 2022. This is the same personnel complement as FY 2021.

The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How To Use the Budget Document” for better clarification of the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**661-4480 MPO - Garage Operations**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	112,712	MPO Administrator	0.90	65,480
Overtime	24,500	Motor Pool Coordinator	1.00	47,232
Fringe Benefits	617,025			
		<b>Total Personnel</b>	<u>1.90</u>	<u>112,712</u>
<b>TOTAL</b>	<u><b>754,237</b></u>			
		<b>Overtime</b>		<u>24,500</u>
<b>OPERATING EXPENSES</b>				
Supplies	1,500	FICA		10,496
Internal Services	285,138	Healthcare Benefits - Active		35,852
Other Services		Healthcare Benefits - Retirees		195,852
Professional Fees	108,764	Pension		374,825
Maintenance Fees	0			
Other Contracted Fees	0	<b>Total Fringe Benefits</b>		<u>617,025</u>
<b>TOTAL</b>	<u><b>395,402</b></u>			
		<b>TOTAL</b>	<u><b>1.90</b></u>	<u><b>754,237</b></u>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<u><b>0</b></u>			
<b>MISCELLANEOUS</b>	<b>37,080</b>			
<b>TOTAL</b>	<u><b>37,080</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>1,186,719</b></u></u>			



**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**661-4481 Motor Pool Operations**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2021/ 2022 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	401,192	Motor Pool Administrator	0.10	7,276
Overtime	41,108	Fleet Mtce Technician III	2.00	104,738
Fringe Benefits	206,723	Fleet Mtce Technician II	4.00	198,934
		Fleet Mtce Technician I	1.00	42,293
		Parts Stock Clerk II B	1.00	47,952
<b>TOTAL</b>	<b>649,023</b>	<b>Total Personnel</b>	<b>8.10</b>	<b>401,192</b>
<b>OPERATING EXPENSES</b>				
Supplies	492,650	<b>Overtime</b>		41,108
Internal Services	6,434			
Other Services				
Professional Fees	14,000	FICA		33,836
Maintenance Fees	179,188	Healthcare Benefits - Active		138,732
Other Contracted Fees	9,850	Healthcare Benefits - Retirees		0
		Pension		34,155
<b>TOTAL</b>	<b>702,122</b>	<b>Total Fringe Benefits</b>		<b>206,723</b>
<b>CAPITAL OUTLAY</b>	<b>70,022</b>			
<b>TOTAL</b>	<b>70,022</b>	<b>TOTAL</b>	<b>8.10</b>	<b>649,023</b>
<b>TOTAL APPROPRIATION</b>	<b>1,421,167</b>			

**SELF-INSURANCE FUND (677)**  
**RESOURCE ALLOCATION**  
**2021/2022 PROPOSED BUDGET**

The Self-Insurance Fund was established by City Council to serve as a general insurance reserve for liabilities and claims not covered by commercial carriers as well as payment of deductibles. This fund accounts for the payment of insurance premiums, the distribution of insurance costs to other city funds, and records the insurance claims liability.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE FOR SERVICES	1,355,135	SELF-INSURANCE	1,356,353
INTEREST	1,218		
<b>TOTAL RESOURCES</b>	<b>1,356,353</b>	<b>TOTAL APPROPRIATIONS</b>	<b>1,356,353</b>

## ***SELF - INSURANCE FUND***

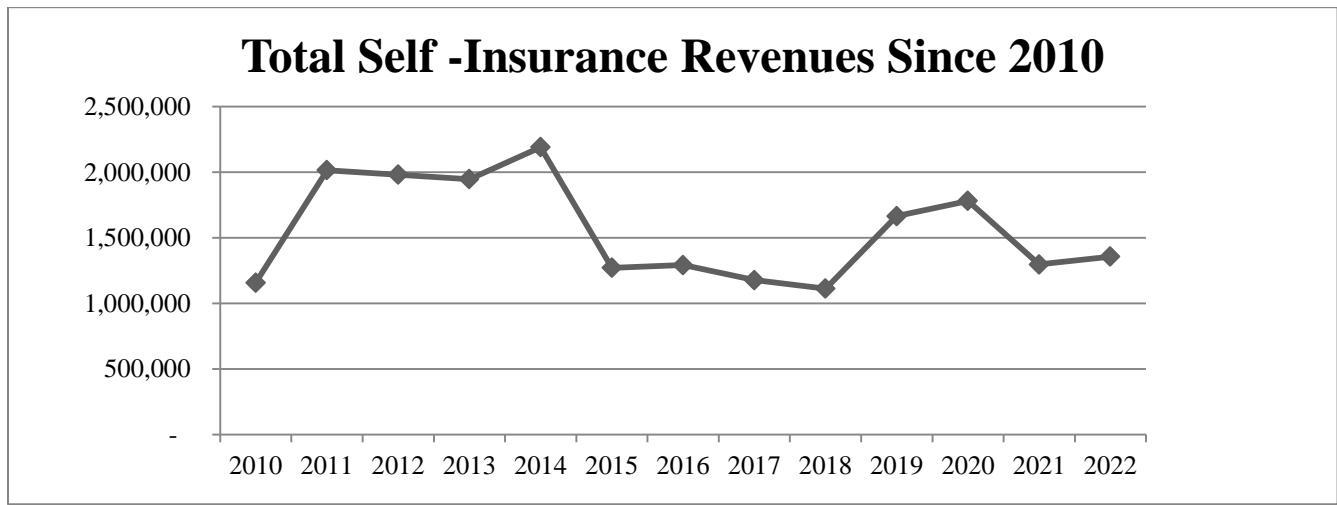
### **REVENUE BUDGET SUMMARY**

Another Internal Service Fund to the City is the Self-Insurance Fund. This fund was established by City Council to serve as a general insurance reserve for liabilities and claims not covered by commercial carriers as well as payments of deductibles. This fund accounts for the payment of insurance premiums, the distribution of insurance costs to other City funds, and records the insurance claims liability. The major revenue source for this fund is “Charge for Services” or internal user fees for those departments that have general liability insurance coverage on equipment and services. The City contracts with a third party administrator, Saginaw Bay Underwriters, who obtain insurance rates. The City’s two policies are renewed twice a year, in February and July. For FY 2022, the Self-Insurance Fund’s revenues are \$1,356,353. This is an increase of \$59,417 from the previous fiscal year. This increase is predominantly attributable to increases in the national economic conditions.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Charge for Services	1,105,331	1,175,912	1,262,001	1,295,718	1,295,718	971,788	1,355,135
Interest and Rents	2,459	2,928	1,720	1,218	1,218	49	1,218
Other Revenues	4,911	340,372	80,021	0	0	15,559	0
Use of Fund Equity	0	0	0	0	0	0	0
<b>Total Revenues</b>	<b>1,112,701</b>	<b>1,519,212</b>	<b>1,343,742</b>	<b>1,296,936</b>	<b>1,296,936</b>	<b>987,396</b>	<b>1,356,353</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. The Self-Insurance revenues fluctuated dramatically from FY 2009-2011. In 2009, the City corrected an audit entry that was misapplied in previous fiscal years. As a result of the audit entry made in FY 2008, an adjusting entry was completed and resulted in a revenue spike in FY 2009 to \$3.23 million. Additionally, the City received a one-time reimbursement in FY 2009 and FY 2011 from Insurance Premiums, equating to \$140,325 and \$563,000 respectively. In FY 2010, there was a dramatic decline to charges for services of \$1,157,517. By FY 2012, Self- Insurance revenues reflected a steady increase. This is due to a large appropriation of fund equity. For FY 2013,

revenues dramatically decrease due to the reduction in the renewal policies. In FY 2015, the Self-Insurance revenues reflected a slight increase. This increase is attributable to a 6% - 10% increase in the February and July insurance renewals. The increase in insurance premiums continued in FY 2016. The FY 2017 budget reflected a slight decrease to the contribution from other funds of \$114,923. This is attributable to a reduction in the cost of general liability insurance renewal. Similar to FY 2017, the 2018 budget realizes another reduction of \$6,232, or .53%. This is related to reductions in operating expenditures. For FY 2019, there is a slight increase to Charge for Services in the amount of \$4,749. For FY 2020, revenues increase \$86,913. This increase is due to increase in user charges associated with claims. For FY 2021, revenues increased \$34,041 or 2.7%. This increase is due to an increase in the insurance rates due to the national market. Similar to previous fiscal year, for FY 2022, the Self Insurance Fund is expected to increase 4.58%, which is a direct result of the national market.

**EXPENDITURE BUDGET SUMMARY**

The total Self-Insurance Fund expenditures are \$1,356,353 for FY 2022, which is 4.58% increase from the FY 2021 approved budgeted levels. *Personnel Services* increases \$36,262 from the previous fiscal year. This increase is attributable to the reallocation of .10 of the City Clerk and .15 of the Deputy City Clerk from the General Fund, Office of the General Government, Office of Elections because of no elections expected in FY 2022. *Operating Expenses* are \$1,291,817 for the upcoming year. This represents a \$23,155 increase. This increase is attributable to increases in claims. In the categories of *Capital Outlay* and *Miscellaneous Expenditures*, these budget remains at zero for FY 2021/2022.

**FUNDING LEVEL SUMMARY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
1762 Self Insurance	1,294,850	1,665,681	1,781,504	1,296,936	1,296,936	1,600,649	1,356,353
<b>Total Expenditures</b>	<b>1,294,850</b>	<b>1,665,681</b>	<b>1,781,504</b>	<b>1,296,936</b>	<b>1,296,936</b>	<b>1,600,649</b>	<b>1,356,353</b>

**FUNDING LEVEL BY CATEGORY**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
Personnel Services	11,016	49,025	29,018	28,274	28,274	19,828	64,536
Operating Expenses	1,283,834	1,616,656	1,322,471	1,268,662	1,268,662	1,580,821	1,291,817
Capital Outlay	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>1,294,850</b>	<b>1,665,681</b>	<b>1,351,489</b>	<b>1,296,936</b>	<b>1,296,936</b>	<b>1,600,649</b>	<b>1,356,353</b>

**SUMMARY OF POSITIONS**

	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Approved	2020/21 Adjusted	2020/21 YTD	2021/22 Proposed
1762 Self-Insurance	0.25	0.30	0.30	0.20	0.20	0.20	0.45
<b>Total Positions</b>	<b>0.25</b>	<b>0.30</b>	<b>0.30</b>	<b>.020</b>	<b>0.20</b>	<b>0.20</b>	<b>0.45</b>

The personnel complement for the Self-Insurance is .45 for FY 2022. This increase is due to a reallocation of .10 of the City Clerk and .15 of the Deputy City Clerk from the General Fund, Office of the General Government. This is due to it being an off election year.

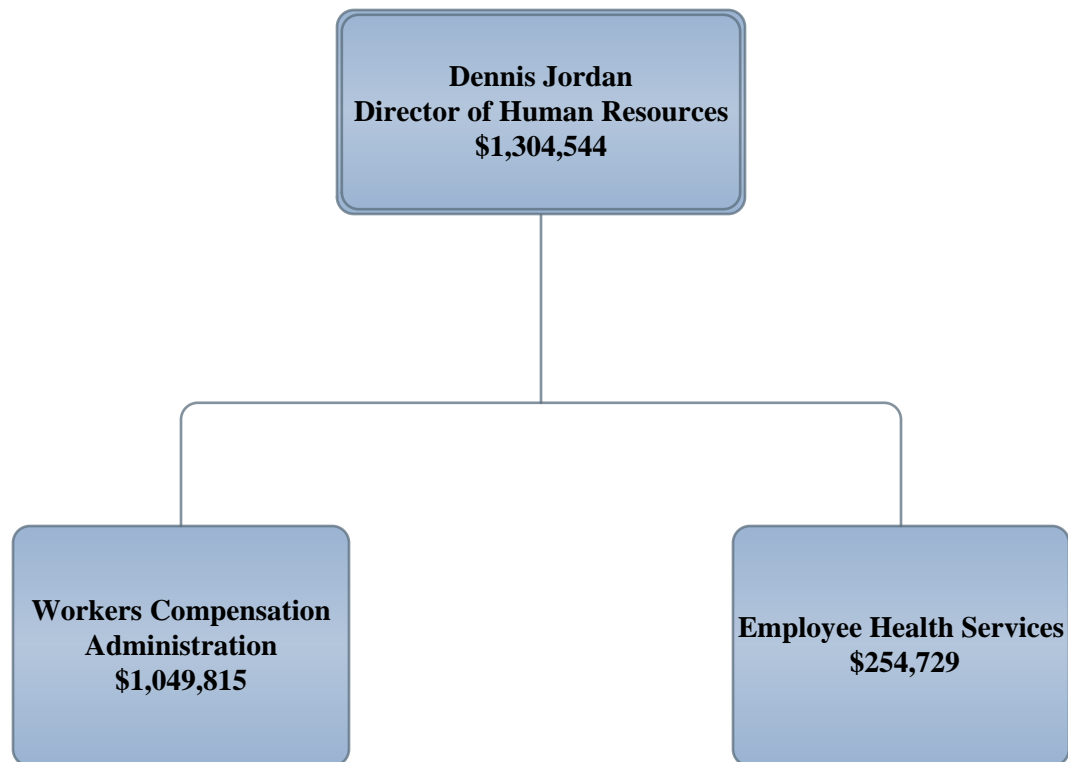
The following “Expenditure Detail” page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to “How To Use the Budget Document” for better clarification of the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**677-1762 Self-Insurance**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	37,501	City Clerk	0.20	21,240
Overtime	0	Deputy City Clerk	0.25	16,261
Fringe Benefits	27,035			
		<b>Total Personnel</b>	0.45	37,501
<b>TOTAL</b>	<b>64,536</b>			
		<b>Overtime</b>		0
<b>OPERATING EXPENSES</b>				
Supplies	0	FICA		2,869
Internal Services	19,742	Healthcare Benefits - Active		6,258
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	1,272,000	Pension		17,908
Maintenance Fees	75			
Other Contracted Fees	0	<b>Total Fringe Benefits</b>		27,035
<b>TOTAL</b>	<b>1,291,817</b>			
		<b>TOTAL</b>	<b>0.45</b>	<b>64,536</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>1,356,353</b>			

**CITY OF SAGINAW**  
**WORKERS COMPENSATION FUND – INTERNAL SERVICE FUND**



**WORKERS COMPENSATION (678)**  
**RESOURCE ALLOCATION**  
**2021/2022 PROPOSED BUDGET**

The Workers Compensation Fund accounts for all expenses, revenues, and claims relating to the City's self-insured workers compensation program. Premiums are charged to other city funds based on a percentage of budgeted salaries.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE FOR SERVICES	1,298,706	WORKERS COMPENSATION ADMINISTRATION	1,049,815
INTEREST ON INVESTMENTS	5,838	EMPLOYEE HEALTH SERV.	254,729
<b>TOTAL RESOURCES</b>	<b><u>1,304,544</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>1,304,544</u></b>



## **WORKERS COMPENSATION FUND**

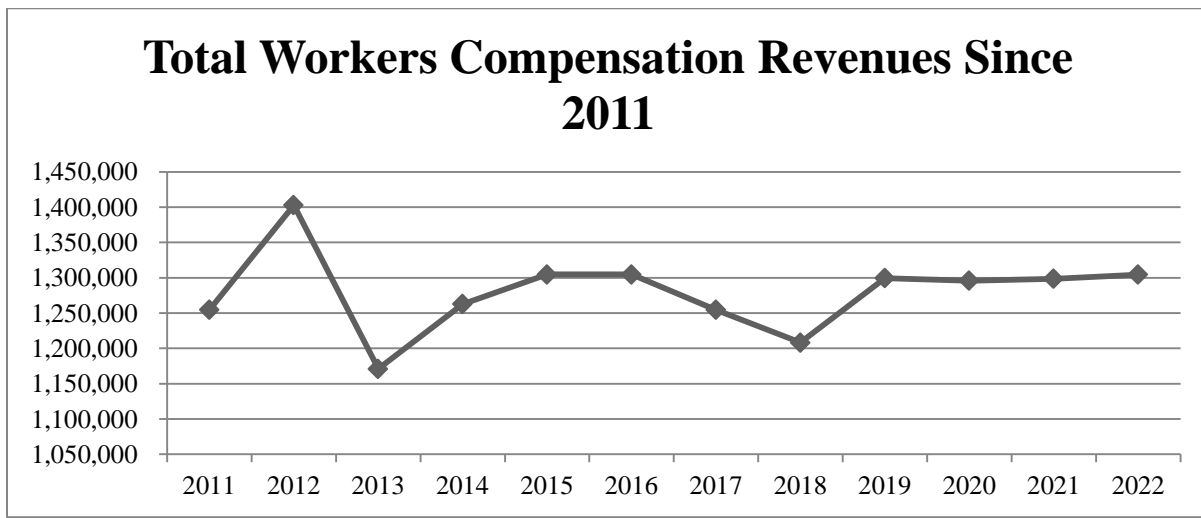
### **REVENUE BUDGET SUMMARY**

The Workers Compensation Fund is considered to be an Internal Service Fund of the City. That means that this fund accounts for goods and/or services provided to one department by another on a cost reimbursement basis. In the case of this fund, the workers compensation revenues are based on a percentage of gross wages for all employees, depending on job classification. The City utilizes the median of industrial rates to determine the percentage to assess to each employment classification. Saginaw Bay Underwriters assists the City with determining those rates. The Workers Compensation Fund Revenues are budgeted at \$1,304,544 for FY 2022. This is an increase of \$5,838 from the FY 2021 approved budget.

### **SUMMARY OF REVENUES**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Charge for Services	1,193,067	1,161,372	854,854	1,298,706	1,298,706	976,530	1,298,706
Interest and Rents	12,595	31,078	24,478	0	0	3,339	5,838
Other Revenues	2,617	1,300	2,269	0	0	3,107	0
Use of Fund Equity	0	0	477,657	0	0	0	0
<b>Total Revenues</b>	<b>1,208,279</b>	<b>1,193,750</b>	<b>1,359,258</b>	<b>1,298,706</b>	<b>1,298,706</b>	<b>982,976</b>	<b>1,304,544</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2011 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. As previously mentioned, the Workers Compensation Fund is based on a percentage of gross wages citywide. Since 2011, the City experienced fluctuations in revenue. For FY 2011 – 2012 revenues increased and remained steady. This resulted from increases to employee wages. From FY 2013 to present, revenue has remained stagnant.

## EXPENDITURE BUDGET SUMMARY

The total Workers Compensation Fund expenditures are \$1,304,544 for FY 2022. This budget increases by \$5,838 from the FY 2021 approved budgeted levels. *Personnel Services* increase by \$2,647 or 3.96%. This increase is due to contractually obligated increases. The personnel complement remains the same as prior fiscal years. *Operating Expenses* increase by \$3,191. There are no *Capital Outlay* purchases for FY 2022.

## FUNDING LEVEL SUMMARY

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
1750 Workers Compensation Administration	(156,390)	444,945	1,140,609	1,049,815	1,049,815	397,589	1,049,815
1751 Employee Health Service	216,616	217,723	218,649	248,891	248,891	192,713	254,729
<b>Total Expenditures</b>	<b>60,226</b>	<b>531,073</b>	<b>1,359,258</b>	<b>1,298,706</b>	<b>1,298,706</b>	<b>590,302</b>	<b>1,304,544</b>

## FUNDING LEVEL BY CATEGORY

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	40,690	52,605	61,334	66,885	66,885	50,770	69,532
Operating Expenses	19,536	478,468	1,297,924	1,231,821	1,231,821	539,532	1,235,012
Capital Outlay	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>60,226</b>	<b>531,073</b>	<b>1,359,258</b>	<b>1,298,706</b>	<b>1,298,706</b>	<b>590,302</b>	<b>1,304,544</b>

## SUMMARY OF POSITIONS

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
1751 Workers Compensation	0.60	0.60	0.60	0.60	0.60	0.60	0.60
<b>Total Positions</b>	<b>0.60</b>	<b>0.60</b>	<b>0.60</b>	<b>0.60</b>	<b>0.60</b>	<b>0.60</b>	<b>0.60</b>

The Workers Compensation Fund personnel complement is 0.60 FTE for FY 2022. This consists of 0.60 of a Human Resources Specialist and is the same allocation as in previous fiscal years.

The following "Expenditure Detail" page will outline the total amounts allocated in FY 2021/2022 by employee cost, operating expenses, capital outlay, and miscellaneous cost. Please refer to "How To Use the Budget Document" for better clarification of the Operating Expenses categories.

**EXPENDITURE ANALYSIS DETAIL  
2021/2022 PROPOSED BUDGET**

**678-1751 Employee Health Services**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2021/ 2022 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	38,674	Human Resources Specialist	0.60	38,674
Overtime	0			
Fringe Benefits	30,858	<b>Total Personnel</b>	0.60	38,674
<b>TOTAL</b>	<b>69,532</b>	<b>Overtime</b>		<b>0</b>
<b>OPERATING EXPENSES</b>				
Supplies	0	FICA		2,959
Internal Services	20,617	Healthcare Benefits - Active		5,154
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	164,580	Pension		22,745
Maintenance Fees	0	<b>Total Fringe Benefits</b>		<b>30,858</b>
Other Contracted Fees	0			
<b>TOTAL</b>	<b>185,197</b>	<b>TOTAL</b>	<b>0.60</b>	<b>69,532</b>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>254,729</b>			

**UNFUNDED LIABILITIES FUND (674)**  
**RESOURCE ALLOCATION**  
**2021/2022 PROPOSED BUDGET**

This fund was established to begin funding the unfunded health insurance premiums that are fully paid for all city retirees. The unfunded liability, as of 2016, was estimated to be \$272 million. An actuarial valuation provides recommended funding levels over the next five years.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
INTEREST	0	INCREASE FUND EQUITY	0
OTHER REVENUES	0		
<b>TOTAL RESOURCES</b>	<b>0</b>	<b>TOTAL APPROPRIATIONS</b>	<b>0</b>

## **UNFUNDED LIABILITIES FUND**

### **REVENUE BUDGET SUMMARY**

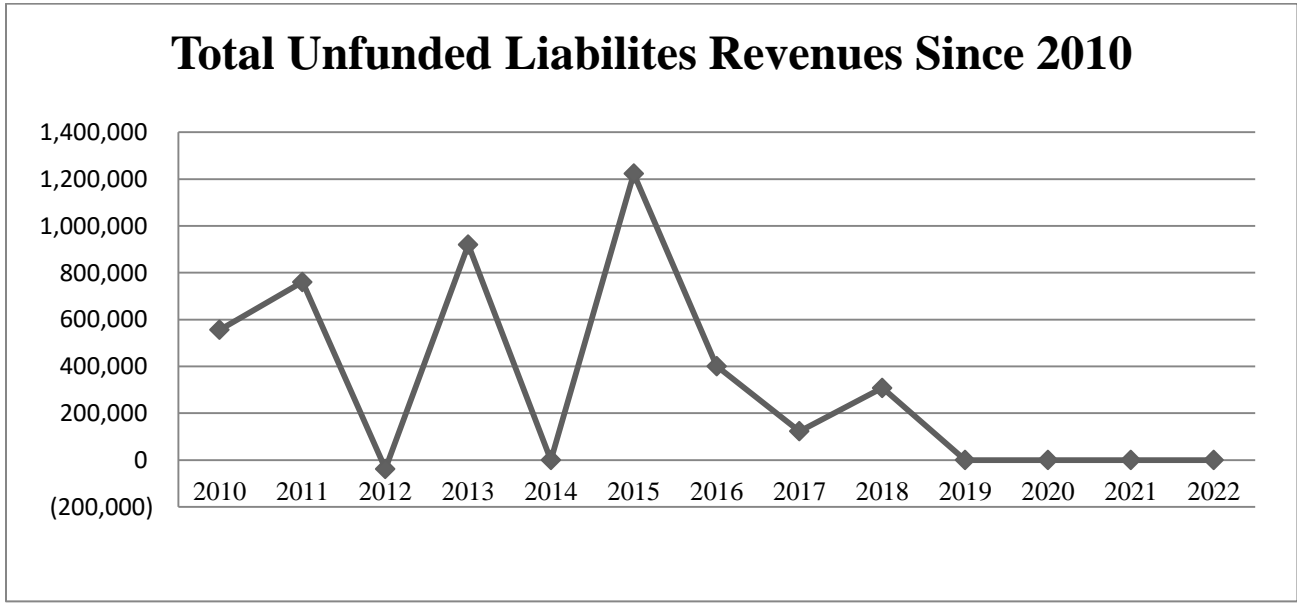
The Unfunded Liabilities Fund is considered a Special Revenue Fund of the City of Saginaw. This fund was established to start funding the unfunded health insurance premiums or Other Post Employee Benefits (OPEB) that are fully paid for city retirees. As of FY 2016, the total unfunded liability was estimated at \$272 million. The major revenue source for this fund is “Charge for Services”. Each year, the Office of Management and Budget meets with the City Manager and determines how much is available in each fund to allocate toward the City’s OPEB responsibility. In general, this amount has been \$470,000. A percentage of this established amount is then allocated to each fund. This figure is based on the number of employees that retired from that fund. Another revenue source for this fund is revenues received for interest on investments. Generally, this revenue is driven by market conditions and thereby fluctuates from year to year.

For FY 2022, the Unfunded Liabilities Fund’s revenues are \$0.

### **SUMMARY OF REVENUES**

	<b>2017/18 Actual</b>	<b>2018/19 Actual</b>	<b>2019/20 Actual</b>	<b>2020/21 Approved</b>	<b>2020/21 Adjusted</b>	<b>2020/21 YTD</b>	<b>2021/22 Proposed</b>
Interest	29,669	0	0	0	0	0	0
Other Revenues	28,380	0	0	0	0	0	0
Transfers	250,000	0	0	0	0	0	0
<b>Total Revenues</b>	<b>308,049</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. The dramatic fluctuation in revenues is primarily attributed to the market conditions that affect the Other Post Employee Benefits (OPEB) investment portfolio as well as the appropriation of reserve revenues to pay for retiree health care for the General and Motor Pool Operations Funds. FY 2015, the City did not appropriate funds toward the OPEB due to financial constraints. In FY 2016, the City re-appropriated revenues to pay for the retiree healthcare for the General Fund that was not utilized in FY 2015. For FY 2016/17, the City appropriated funds to cover retiree healthcare insurance for the General Fund. For FY 2018, city administration appropriated funding toward the City’s

OPEB Liability. The General, Major and Local Streets, Rubbish Collection, Sewer Operations and Maintenance and Water Operations Funds began providing subsidies. For FY 2019, this fiduciary fund was reallocated to a special revenue fund. For FY 2022, this budget will remain zero.

**EXPENDITURE BUDGET SUMMARY**

The total Unfunded Liabilities Fund Expenditures are \$0 for FY 2022.

**FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
8525 Retiree Health	0	0	0	0	0	0	0
8559 Increase Fund Equity	18,909	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>18,909</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	18,909	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>18,909</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FOREST LAWN CEMETERY (711)  
RESOURCE ALLOCATION  
2021/2022 PROPOSED BUDGET**

Forest Lawn Cemetery is considered a Fiduciary Fund for the City of Saginaw. As a permanent fund it is used to report resources that are legally restricted to the extent that only earnings, not principal, may be used for cemetery care purposes in support of the city's program. Additionally, in order to expend monies from this type of fund, city administrators must follow the guidance detailed in the City of Saginaw's City Charter.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE FOR SERVICES	29,674	INCREASE IN FUND EQUITY	29,674
<b>TOTAL RESOURCES</b>	<b>29,674</b>	<b>TOTAL APPROPRIATIONS</b>	<b>29,674</b>

## **FOREST LAWN CEMETERY FUND**

### **REVENUE BUDGET SUMMARY**

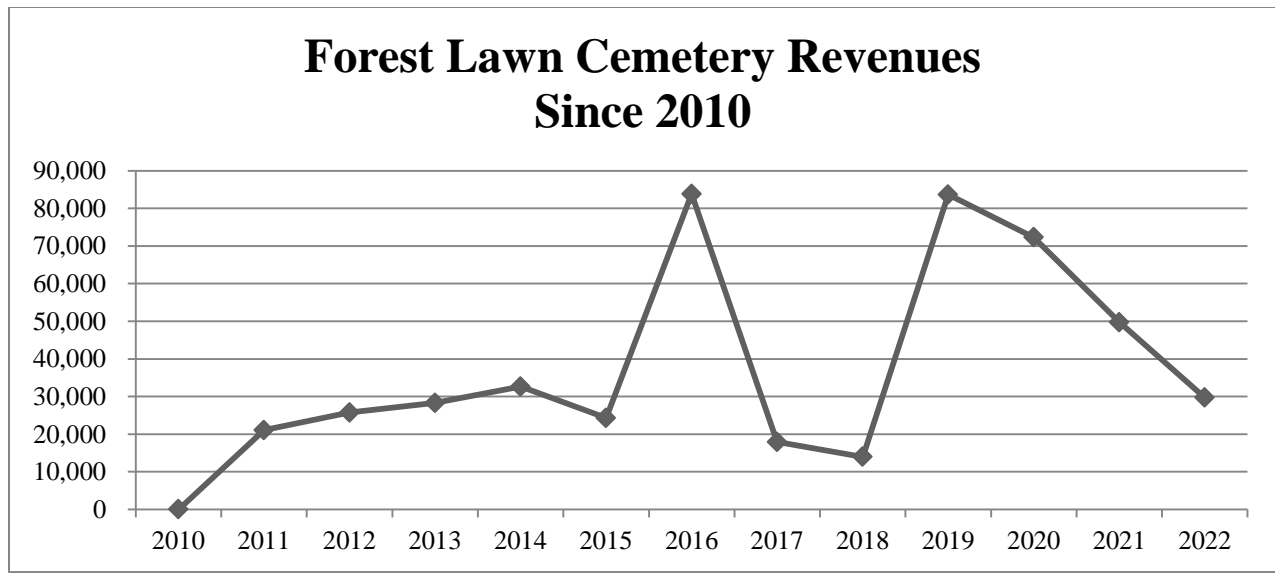
Forest Lawn Cemetery Fund is considered a Fiduciary Fund for the City of Saginaw. This fund is used to report resources that are legally restricted to the extent that only earnings may be used for cemetery care purposes in support of the city’s program. In accordance with Chapter XIII, Section 83 Cemetery Trust Funds, in the Charter of the City of Saginaw, the city must allocate 25% of all monies which come from the sale of lots and single graves to the cemeteries trust funds. This income will be used annually for the general care and maintenance of each city-owned cemetery.

For FY 2022, the Forest Lawn Cemetery Fund revenues are \$29,674. This is the same level of revenues as the previous fiscal year. A calculation was completed for the percentage breakdown between Forest Lawn Cemetery and Oakwood Cemetery, based on size of the cemetery, where the 25% of the sales of lots and single graves will be appropriated.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Charge for Services	35,463	41,572	44,343	29,674	29,674	49,878	29,674
Gain/Loss on Investment	(21,491)	42,066	27,944	0	0	(171)	0
<b>Total Revenues</b>	<b>13,972</b>	<b>83,638</b>	<b>72,287</b>	<b>29,674</b>	<b>29,674</b>	<b>49,707</b>	<b>29,674</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010– FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. Increases and declines in revenues in this fund are associated with the amount of monies that are collected from the sale of lots and single grave sites. However, in FY 2008 – 2010, revenues were not recognized in this fund. This was attributed to an accounting error with the change in the City’s Controllars Office. From FY 2011 – 2013 this misallocation was corrected and revenues were recognized. From FY 2013 – 2014, the City realized an upward trend in revenues. In FY 2015 the fund realized a decline in revenues. From FY 2016 onward we project revenues of \$29,674 annually, this number varies in actuality due to Gain/Loss on Investment which rises and declines with the market.



**EXPENDITURE BUDGET SUMMARY**

Forest Lawn Cemetery Fund expenditures are \$29,674 for FY 2022. This is the same level of expenditures as the previous fiscal year. In the category of *Miscellaneous Expenditures*, the expenditure reflects the receipt of charter required 25% revenue allocation, which will be utilized for the general maintenance of the cemetery.

**FUNDING LEVEL SUMMARY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
1747 Cemeteries	0	0	0	0	0	0	0
8559 Increase Fund Equity	13,972	83,638	72,287	29,674	29,674	0	29,674
<b>Total Expenditures</b>	<b>13,972</b>	<b>83,638</b>	<b>72,287</b>	<b>29,674</b>	<b>29,674</b>	<b>0</b>	<b>29,674</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
Miscellaneous	13,972	83,638	72,287	29,674	29,674	0	29,674
<b>Total Expenditures</b>	<b>13,972</b>	<b>83,638</b>	<b>72,287</b>	<b>29,674</b>	<b>29,674</b>	<b>0</b>	<b>29,674</b>

**OAKWOOD CEMETERY (712)  
 RESOURCE ALLOCATION  
 2021/2022 PROPOSED BUDGET**

Oakwood Cemetery is considered a Fiduciary Fund for the City of Saginaw. As a permanent fund it is used to report resources that are legally restricted to the extent that only earnings, not principal, may be used for cemetery care purposes in support of the city's program. Additionally, in order to expend monies from this type of fund, city administrators must follow the guidance detailed in the City of Saginaw's City Charter.

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE FOR SERVICES	5,236	INCREASE IN FUND EQUITY	5,236
<b>TOTAL RESOURCES</b>	<b>5,236</b>	<b>TOTAL APPROPRIATIONS</b>	<b>5,236</b>

## **OAKWOOD CEMETERY FUND**

### **REVENUE BUDGET SUMMARY**

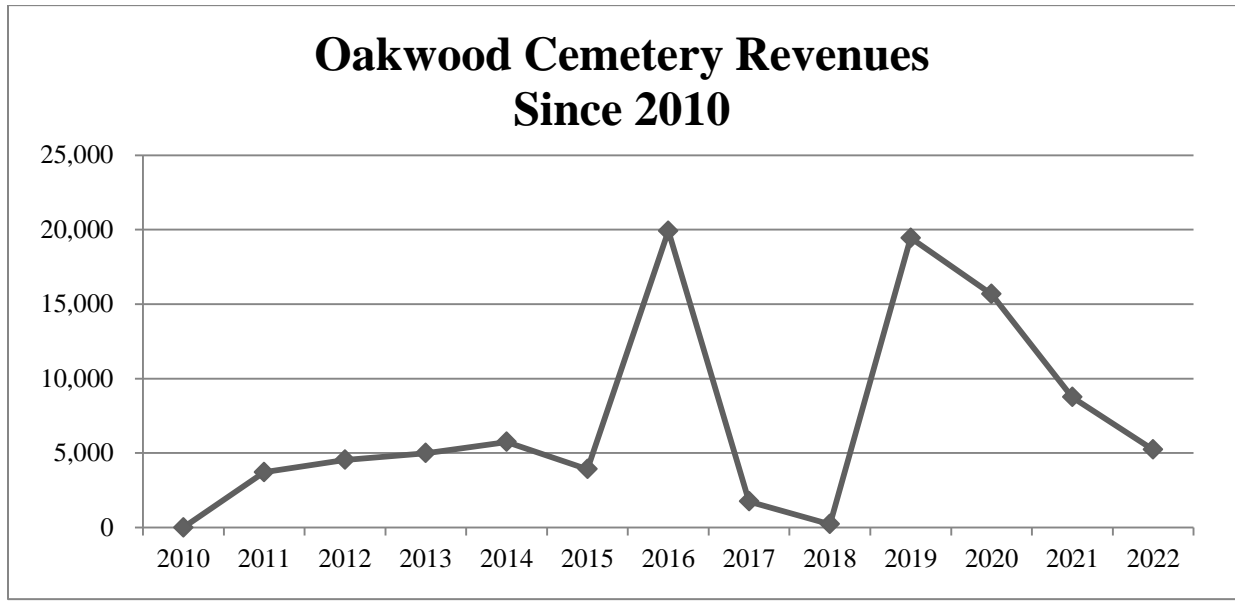
Oakwood Cemetery Fund is considered a Fiduciary Fund for the City of Saginaw. This fund is used to report resources that are legally restricted to the extent that only earnings may be used for cemetery care purposes in support of the city’s program. In accordance with Chapter XIII, Section 83 Cemetery Trust Funds, in the Charter of the City of Saginaw, the city must allocate 25% of all monies, which comes from the sale of lots and single graves, to the cemeteries trust funds. This income will be used annually for the general care and maintenance of each city-owned cemetery.

For FY 2022, the Oakwood Cemetery Fund revenues are the same as the previous fiscal year at \$5,236.

### **SUMMARY OF REVENUES**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Charge for Services	6,258	7,366	7,825	5,236	5,236	8,802	5,236
Use of Fund Equity	(6,033)	11,808	7,844	0	0	(48)	0
<b>Total Revenues</b>	<b>225</b>	<b>19,174</b>	<b>15,669</b>	<b>5,236</b>	<b>5,236</b>	<b>8,754</b>	<b>5,236</b>

### **REVENUE TRENDS**



The above graph reflects numerical data from FY 2010 – FY 2020 Actual Revenues, FY 2021 Approved and FY 2022 Proposed Revenues. In FY 2009 - 2010, revenues were not recognized in this fund. This was attributed to an accounting error with the change in the City’s Controllers Office. In FY 2011 – 2012 this misallocation was corrected, and revenues were recognized in this fund. From FY 2016 onward we project revenues of \$5,236 annually, this number varies in actuality due to Gain/Loss on Investment which rises and declines with the market.

**EXPENDITURE BUDGET SUMMARY**

Oakwood Cemetery Fund is \$5,236, for FY 2022. This represents no increase from the previous fiscal year. In the category of *Miscellaneous Expenditures*, the expenditure reflects a portion of the charter required 25% revenue allocation. These funds will be utilized for the general maintenance of the cemetery.

**FUNDING LEVEL SUMMARY**

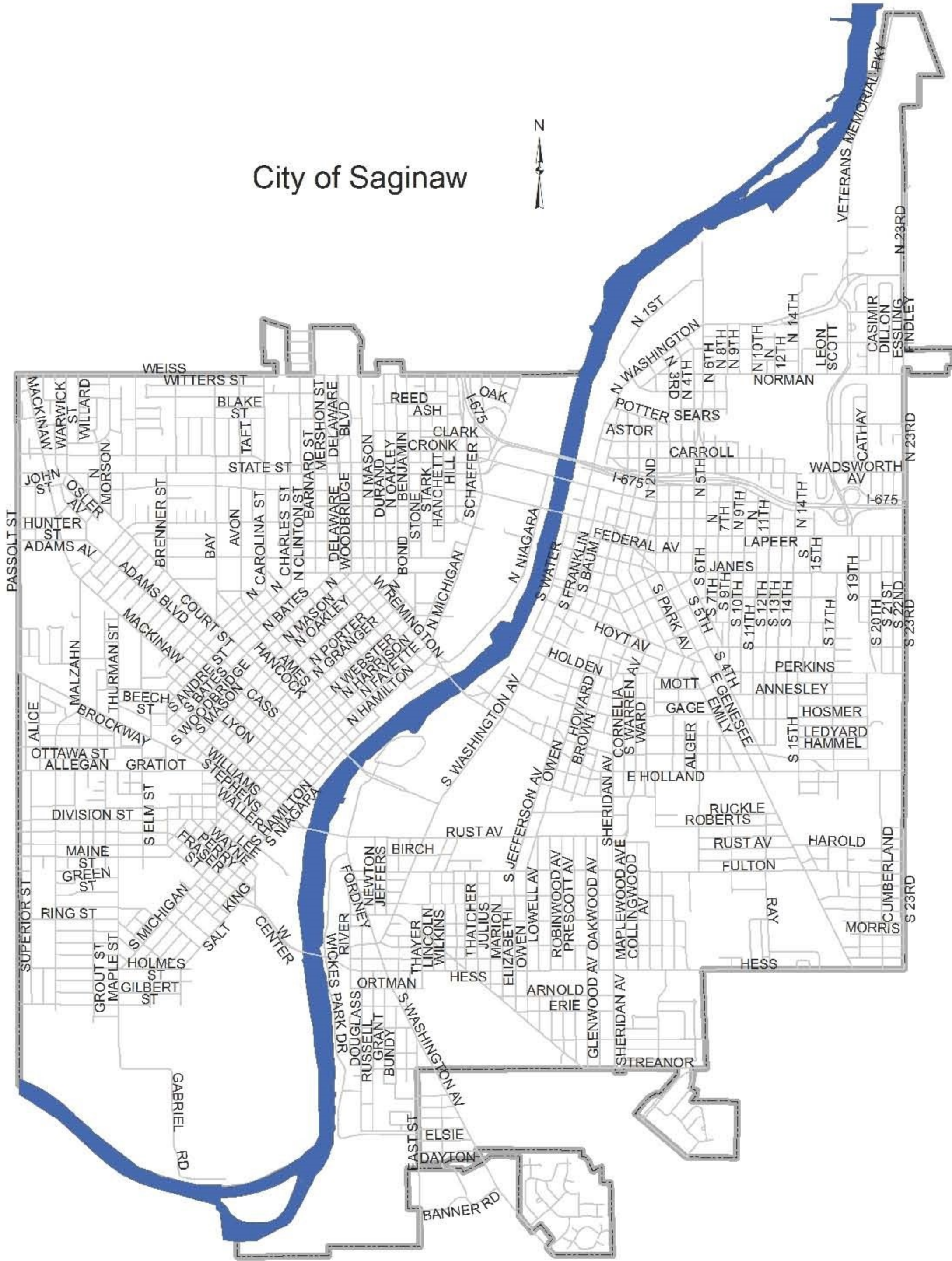
	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
1747 Cemeteries	0	0	0	0	0	0	0
8559 Increase Fund Equity	225	19,174	15,669	5,236	5,236	0	5,236
<b>Total Expenditures</b>	<b>225</b>	<b>19,174</b>	<b>15,669</b>	<b>5,236</b>	<b>5,236</b>	<b>0</b>	<b>5,236</b>

**FUNDING LEVEL BY CATEGORY**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Proposed</b>
Personnel Services	0	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
Miscellaneous	225	19,174	15,669	5,236	5,236	0	5,236
<b>Total Expenditures</b>	<b>225</b>	<b>19,174</b>	<b>15,669</b>	<b>5,236</b>	<b>5,236</b>	<b>0</b>	<b>5,236</b>



# City of Saginaw



1315 SOUTH WASHINGTON AVENUE  
SAGINAW, MICHIGAN 48601