



Village of Quincy, Michigan

Annual Budget

Fiscal Year 2014/2015

And

2014-2020 Capital Improvement Program

ELECTED AND APPOINTED OFFICIALS

VILLAGE COUNCIL

Karen Hargreave
Dean Sullivan
Tammy Heffner
Bill Price
Mike Hagaman
Larry Salyer
Marc Brand

President
President Pro Tem
Trustee
Trustee
Trustee
Trustee
Trustee

VILLAGE ATTORNEY

Charles Lillis

Village Attorney

ADMINISTRATIVE STAFF

Eric Zuzga
Tricia Rzepka
Teresa Bensch

Village Manager
Clerk/Treasurer
Administrative Assist.

STREETS DEPARTMENT

Russ Face
David Green
Bill Poole

Streets Dept. Staff
Streets Dept. Staff
Streets Dept. Staff

WATER AND SEWER DEPARTMENT

Jason Laney
George Arnold

Utility Manager
Utility Supt.

PUBLIC SAFETY

Quincy Police Department
Scot Olney
Jeremy Burch
Roy Shutts
Dave Rumens

Police Chief
Police Officer
Police Officer
Police Officer

Quincy Fire Association
Reggie Ivey, President
Kurt Barve, Chief

Fire Coverage

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March 14, 2014

Honorable Karen Hargreave, Village President
Village Council
And Residents of Quincy:

RE: Transmittal of 2014-2015 Budget

Dear President Hargreave, Village Council, and Residents of Quincy:

I am pleased to submit for your consideration the 2014-2015 Fiscal Year Budget for the Village of Quincy. This budget is the result of many hours of work by the Village staff and Village Council. The final document was put together after many months of input and review.

External Factors

As with many communities across the state, the Village budget is reliant on revenue sharing payments received from the State of Michigan. Small increases have been proposed by the Governor and initial reports out of the legislature are positive. Staff will continue to monitor this issue and will aggressively defend against any attempt to reduce this portion by the State Legislature.

The State of Michigan's elimination of the industrial personal property tax is another major issue that the Village will need to monitor. The elimination of the tax for businesses with a taxable value of less than \$40,000 will see the elimination of \$6,000 of revenue. The complete elimination of the tax for industrial companies will lead to a reduction of almost \$20,000 of revenue. Initial reports out of Lansing indicate that an agreement to replace 100% of lost revenue has been reached. Staff will monitor progress of this issue through the Legislature.

The employment base in the Village is heavily dependent on the local schools and on manufacturing. Each sector is facing enormous pressures. The budget crisis at the state level is putting the same pressure on the local schools that we are facing. The continued reduction in manufacturing jobs in the United States has not affected the Quincy area yet, but the possibility remains for threats to the local manufacturing base.

Human Resource Issues

The Village has also been very fortunate to keep health care cost increases to a low level. For the coming year, health care premiums increased by 9%. While the Village has been fortunate the past two years, we are not too far removed from increases of 15-20%. Changes in the health care arena have provided several different options that will need to be considered. We must continue to explore the different options available to insure that these costs remain under control.

Capital Projects

The water and sewer funds will undertake substantial projects that will help maintain the integrity of each system. The Water Fund will invest in improvements to the Water Treatment Plant and will see work to the interior of the water tower. The Sewer Fund has a very busy two year period ahead. The replacement of 4 lift stations and the replacement of several pieces of equipment at the lagoons are all part of a \$2.6 million Rural Development bond project that will begin in 2013.

I would like to thank the Village Council for allowing me the opportunity to continue to work on your behalf. I have been blessed with a fantastic, committed staff that makes my job much easier. I would like to thank each of them for all of their hard work and perseverance. I look forward to working with Council and staff over the next year in continuing our efforts to make Quincy a great place to live, work, and play.

Respectfully Submitted,

Eric F. Zuzga

Eric F. Zuzga
Village Manager

RESOLUTION NO. 2014-02

WHEREAS the Village Manger has submitted a proposed Fiscal Year 2014-2015 Budget and 2014-2020 Capital Improvement Program; and

WHEREAS the Village Council held a public hearing on the proposed budget on March 18, 2014 at 5:30 PM;

NOW, THEREFORE BE IT RESOLVED that the Council of the Village of Quincy hereby adopts the 2014-2015 Fiscal Year Budget and appropriates the following sums for each of the Village for municipal purposes:

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
General	\$756,481	\$743,144
Major Streets	\$88,704	\$156,410
Local Streets	\$49,710	\$57,560
Municipal Streets	\$112,205	\$104,700
Brownfield Redevelopment Authority	\$-	\$14,549
Downtown Development Authority	\$19,600	\$19,600
Sewer Fund	\$521,800	\$487,243
Water Fund	\$408,650	\$406,866

BE IT FURTHER RESOLVED that the Village Council hereby adopts the 2014-2020 Capital Improvement Program as presented for the purpose of establishing a guide for future capital expenditures, with the provision that such Capital Improvement Program in no way obligates the Village to undertake any specific program, include any item in future budgets, or to appropriate funds for any project or item; and

BE IT FURTHER RESOLVED that compensation for Village employees is as documented in the proposed Salary Scale. The Village President shall be compensated at a rate of \$120 per Council meeting and each Council member at a rate of \$100 per Council meeting. Furthermore, all members shall be compensated at a rate of \$10 per Special Council meeting.

BE IT FURTHER RESOLVED that the Village Manager is charged with the supervision and execution of the budget adopted under this general appropriations act and shall be responsible for the performance of the programs within the amounts appropriated by the Village Council unless such amounts appropriated are amended.

BE IT FURTHER RESOLVED THAT this resolution is effective April 1, 2014.

This resolution is hereby adopted on this 18th day of March, 2014 by the Village Council of the Village of Quincy with the following vote:

AYES:

NAYS:

ABSENT:

Tricia Rzepka
Clerk/Treasurer

Summary of Revenues by Fund

Fund	2013-2014 Projected	2014-2015 Requested	Difference	% Increase/ (Decrease)
General Fund	\$ 739,885	\$ 756,481	\$ 16,596	2.24%
Major Streets	\$ 80,650	\$ 88,704	\$ 8,054	9.99%
Local Streets	\$ 64,590	\$ 49,710	\$ (14,880)	-23.04%
Municipal Streets	\$ 115,000	\$ 112,205	\$ (2,795)	-2.43%
Brownfield Redevelopment Authority	\$ 42,000	\$ 14,549	\$ (27,451)	-65.36%
Downtown Development Authority	\$ 28,000	\$ 19,600	\$ (8,400)	-30.00%
Sewer Fund	\$ 511,300	\$ 521,800	\$ 10,500	2.05%
Water Fund	\$ 379,050	\$ 408,650	\$ 29,600	7.81%
Total	\$ 1,960,475	\$ 1,971,699	\$ 11,224	0.57%

Summary of Expenditures by Funds

Fund	2013-2014 Amended	2014-2015 Requested	Difference	% Increase/ (Decrease)
General Fund	\$ 837,739	\$ 743,144	\$ (94,595)	-11.29%
Major Streets	\$ 75,110	\$ 156,410	\$ 81,300	108.24%
Local Streets	\$ 50,757	\$ 57,560	\$ 6,803	13.40%
Municipal Streets	\$ 113,400	\$ 104,700	\$ (8,700)	-7.67%
Brownfield Redevelopment Authority	\$ 42,000	\$ 14,549	\$ (27,451)	-65.36%
Downtown Development Authority	\$ 28,000	\$ 19,600	\$ (8,400)	-30.00%
Sewer Fund	\$ 510,807	\$ 487,243	\$ (23,564)	-4.61%
Water Fund	\$ 460,573	\$ 406,866	\$ (53,707)	-11.66%
Total	\$ 2,118,386	\$ 1,990,073	\$ (128,313)	-6.06%

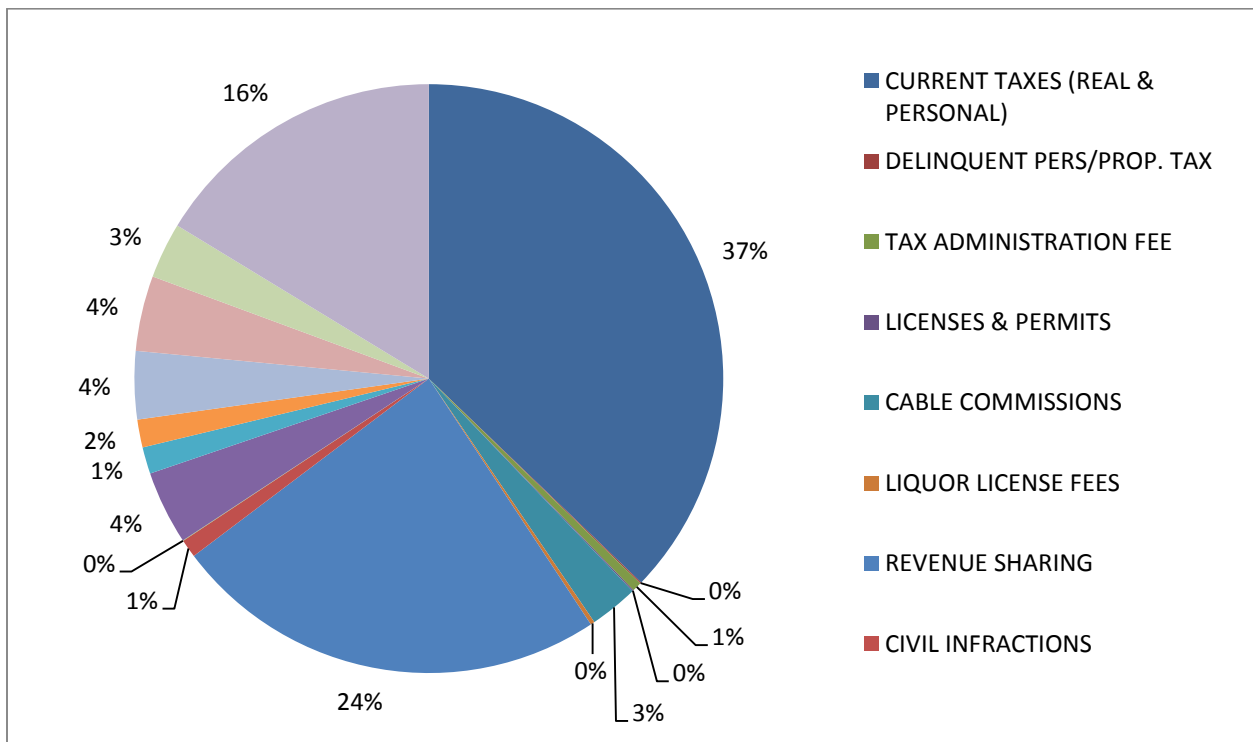
General Fund Detail

Revenue Highlights

General Fund Revenues are not expected to grow very much, continuing the trend seen by many communities around the State. There are four primary sources of revenue in the general fund: property taxes, State Revenue Sharing, Charges for Service (to Utility Funds), and Equipment Rental.

- The State has eliminated personal property taxes for all businesses with a taxable value under \$40,000. This will eliminate approximately \$6,000 from the General Fund.
- Property tax revenue is expected to increase slightly, including the reduction from the lost personal property taxes.
- Revenue sharing is expected to increase slightly in both the Constitutional and EVIP categories.
- Civil infractions are
- The Village has received an increase in rental income from its farm lease and the annual increase from the Sprint cell tower.

General Fund Revenues by Source



Expense Highlights

The village council makes up 3% of the general fund expenses, which has been fairly consistent over the past several years. The two largest expenditures in this department are council salaries and the retainer for the Village Attorney. Both of these items have been unchanged for the past three years.

Expenses related to the Village Manager position account for 13% of General Fund Expenses. The Manager will leave the Village's Health Plan in July, reducing health care expenses by a third this year. The only other change is a reduction in marketing due to reduced support for Quincy Daze.

The Village serves as the fiduciary for the Joint Planning Commission (JPC) and Joint Zoning Board of Appeals (JZBA). The JPC The only anticipated expense this year is for salaries to the Village's representatives.

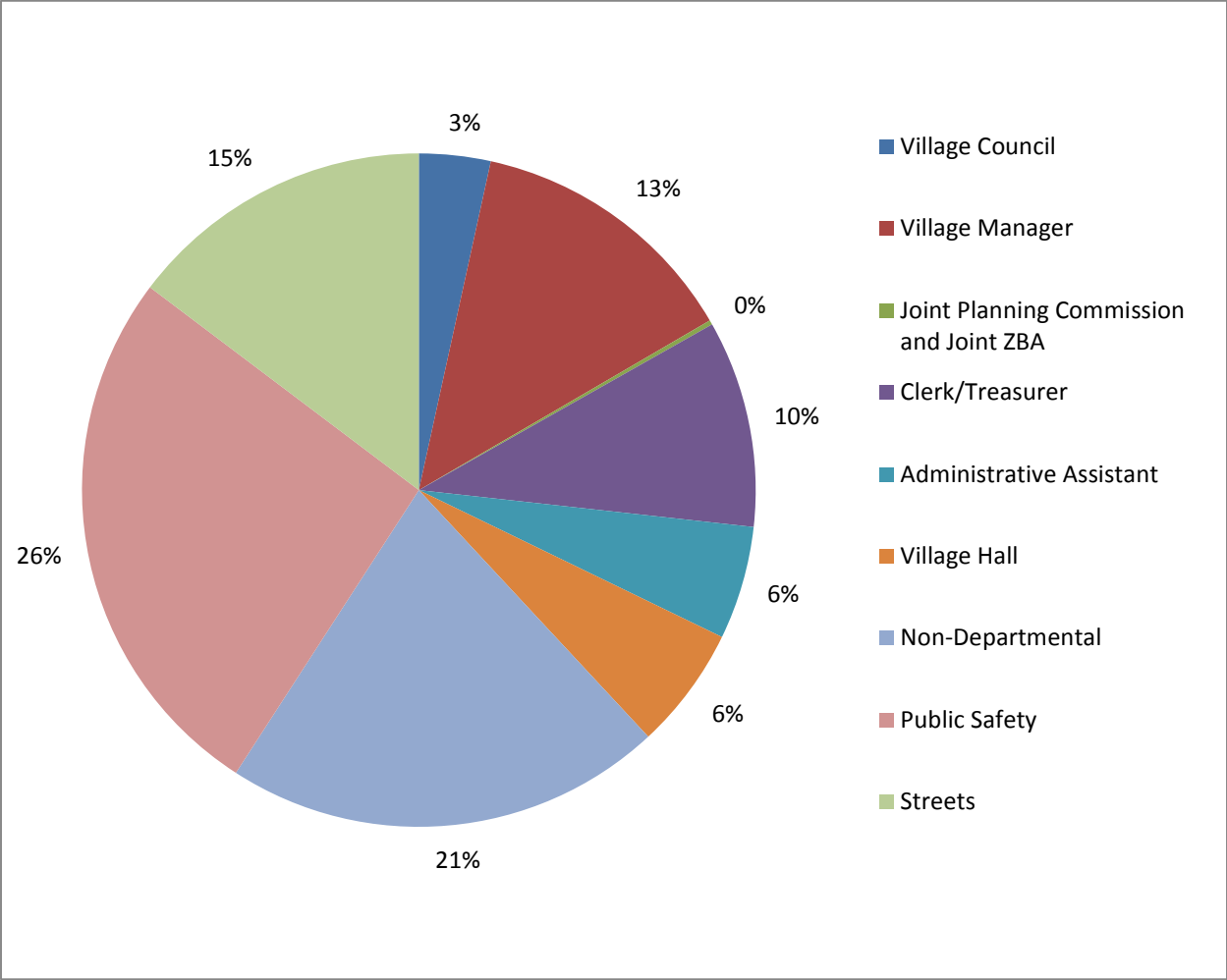
Expenses related to the Clerk/Treasurer account for 10% of the General Fund. The majority of expenses involve personnel costs and the contract for accounting and audit services.

Non-Departmental activities account for 21% of the General Fund and cover any activities that are not accounted for in any of the named departments. Major expenses include allocation for taxes captured by the DDA, tree removal and planting, liability and property insurance, the community trash clean-up, and debt service payments for existing and new debt service. New debt is proposed for park improvements, DPW building construction/acquisition, and vehicle purchases.

Public Safety accounts for 26% of the General Fund. The majority of these expenses are related to the operation of the Village Police Department, with the only other expense a \$37,200 contribution to the Quincy Fire Association for the fire services. No major changes are planned within this budget proposal, but Village staff are currently developing a long term plan for additional staff and an increased level of services.

The Streets Department accounts for 15% of the General Fund. Street services included in the General Fund include vehicle/equipment maintenance, purchase of equipment, brush and leaf pick-up, park maintenance, downtown maintenance, fuel for the Village fleet, and electrical cost of street lights. The final payment for the 2010 Snow Plow will occur in November 2014.

General Fund Expenses



Account	Item	2013-2014				
		2011-12 Actual	2012-13 Actual	Amended Budget	2013-2014 Projected	2014-15 Requested
General Fund						
	Beginning Fund Balance	\$ 367,411	\$ 378,861	\$ 379,700	\$ 379,700	\$ 298,825
101-000-402.000	CURRENT TAXES (REAL & PERSONAL)	\$ 282,201	\$ 288,879	\$ 280,000	\$ 276,263	\$ 282,000
101-000-402.200	DELINQUENT PERS/PROP. TAX	\$ 3,416	\$ 21,354	\$ 1,500	\$ 462	\$ 500
101-000-447.000	TAX ADMINISTRATION FEE	\$ 3,428	\$ 4,053	\$ 3,900	\$ 3,868	\$ 3,942
101-000-451.000	LICENSES & PERMITS	\$ 490	\$ 200	\$ 500	\$ 325	\$ 500
101-000-452.000	CABLE COMMISSIONS	\$ 19,334	\$ 19,832	\$ 20,000	\$ 20,000	\$ 20,000
101-000-543.000	LIQUOR LICENSE FEES	\$ -	\$ -	\$ 1,503	\$ 1,503	\$ 1,700
101-000-574.000	REVENUE SHARING	\$ 176,612	\$ 179,291	\$ 180,000	\$ 180,500	\$ 182,000
101-000-659.010	CIVIL INFRACTIONS	\$ 1,446	\$ 499	\$ 12,000	\$ 4,800	\$ 7,500
101-000-665.000	INTEREST	\$ 641	\$ 606	\$ 500	\$ 290	\$ 200
101-000-667.000	RENTS	\$ 25,757	\$ 36,308	\$ 29,000	\$ 29,000	\$ 30,313
101-000-667.202	EQUIP RENTAL-MAJOR STREETS	\$ -	\$ 5,116	\$ 8,500	\$ 12,000	\$ 12,000
101-000-667.203	EQUIP RENTAL-LOCAL STREETS	\$ -	\$ 16,401	\$ 7,000	\$ 9,500	\$ 11,500
101-000-667.590	EQUIP RENTAL-WASTEWATER FUND	\$ -	\$ 23,029	\$ 26,500	\$ 27,500	\$ 28,000
101-000-667.591	EQUIP RENTAL-WATER FUND	\$ -	\$ 30,871	\$ 25,000	\$ 25,500	\$ 31,000
101-000-671.000	MISCELLANEOUS REVENUE	\$ 32,401	\$ 17,806	\$ 27,000	\$ 29,427	\$ 23,000
101-000-677.000	CHARGE FOR SERVICES	\$ 132,096	\$ 113,136	\$ 116,982	\$ 116,982	\$ 122,326
	Total	\$ 677,543	\$ 741,476	\$ 739,885	\$ 737,920	\$ 756,481
Village Council						
101-000-665.100	BANK CHARGES	\$ 840	\$ 745	\$ 800	\$ 790	\$ 800
101-000-720.000	UNEMPLOYMENT	\$ 2,134	\$ 974	\$ 240	\$ 240	\$ -
101-101-703.000	PART-TIME SALARIES	\$ 4,290	\$ 7,820	\$ 9,000	\$ 9,000	\$ 9,000
101-101-715.000	SOCIAL SECURITY	\$ 328	\$ 598	\$ 689	\$ 689	\$ 689
101-101-721.000	WORKERS COMPENSATION	\$ 69	\$ 74	\$ 100	\$ 76	\$ 76
101-101-740.000	OPERATING SUPPLIES	\$ 1,254	\$ 40	\$ 85	\$ 85	\$ 200
101-101-801.000	PROFESSIONAL SERVICES	\$ 14,560	\$ 14,400	\$ 14,568	\$ 14,568	\$ 14,400
101-101-958.000	EDUCATION & TRAINING	\$ -	\$ -	\$ -	\$ -	\$ 700
	Total	\$ 23,475	\$ 24,651	\$ 25,482	\$ 25,448	\$ 25,865
Village Manager						
101-172-702.000	PAYROLL	\$ 59,616	\$ 60,808	\$ 60,647	\$ 60,647	\$ 62,308
101-172-715.000	SOCIAL SECURITY	\$ 4,342	\$ 4,383	\$ 4,639	\$ 4,639	\$ 4,767
101-172-716.000	HEALTH BENEFITS	\$ 12,003	\$ 9,957	\$ 10,176	\$ 10,176	\$ 6,110
101-172-718.000	PENSION	\$ 3,577	\$ 3,513	\$ 3,639	\$ 3,639	\$ 3,738
101-172-721.000	WORKERS COMPENSATION	\$ 150	\$ 175	\$ 200	\$ 200	\$ 262
101-172-805.100	REIMB. FOR SERVICES	\$ (10,000)	\$ (5,500)	\$ (6,750)	\$ (6,750)	\$ (6,250)
101-172-810.000	DUES & MEMBERSHIPS	\$ 736	\$ 516	\$ 750	\$ 554	\$ 750
101-172-815.000	MARKETING/MISCELLANEOUS	\$ 1,616	\$ 3,887	\$ 4,050	\$ 4,018	\$ 4,000
101-172-850.000	COMMUNICATIONS	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600
101-172-860.000	TRANSPORTATION	\$ 1,824	\$ 1,735	\$ 1,700	\$ 1,638	\$ 2,000
101-172-958.000	EDUCATION & TRAINING	\$ 878	\$ 1,531	\$ 1,200	\$ 1,139	\$ 1,000
	Total	\$ 75,342	\$ 81,605	\$ 80,851	\$ 80,500	\$ 79,285
Joint Planning Commission and Joint ZBA						
101-240-702.000	PAYROLL	\$ 750	\$ 600	\$ 200	\$ 200	\$ 900

101-240-715.000	FICA	\$	57	\$	46	\$	16	\$	16	\$	69
101-241-702.000	PAYROLL	\$	150	\$	50	\$	100	\$	100	\$	600
101-241-715.000	FICA	\$	11	\$	4	\$	8	\$	8	\$	46
	Total	\$	968	\$	700	\$	324	\$	324	\$	1,615
Clerk/Treasurer											
101-260-702.000	PAYROLL	\$	34,833	\$	39,724	\$	40,915	\$	40,915	\$	42,162
101-260-715.000	SOCIAL SECURITY	\$	2,885	\$	3,207	\$	3,130	\$	3,130	\$	3,225
101-260-716.000	HEALTH BENEFITS	\$	3,843	\$	3,063	\$	14,118	\$	14,117	\$	15,509
101-260-718.000	PENSION	\$	262	\$	1,942	\$	2,455	\$	2,455	\$	2,530
101-260-721.000	WORKERS COMPENSATION	\$	100	\$	150	\$	150	\$	150	\$	177
101-260-727.020	POSTAGE & SHIPPING	\$	873	\$	1,128	\$	1,500	\$	1,000	\$	1,500
101-260-801.000	PROFESSIONAL SERVICES	\$	17,100	\$	13,125	\$	12,000	\$	12,000	\$	13,000
101-260-805.100	REIMB. FOR SERVICES	\$	(10,000)	\$	(5,500)	\$	(6,750)	\$	(6,750)	\$	(6,250)
101-260-810.000	DUES & MEMBERSHIPS	\$	351	\$	396	\$	500	\$	280	\$	400
101-260-850.000	COMMUNICATIONS	\$	1,350	\$	1,736	\$	1,000	\$	818	\$	1,500
101-260-860.000	TRANSPORTATION	\$	113	\$	501	\$	900	\$	728	\$	1,000
101-260-958.000	EDUCATION & TRAINING	\$	490	\$	1,196	\$	550	\$	550	\$	2,000
	Subtotal	\$	52,200	\$	60,668	\$	70,468	\$	69,393	\$	76,753
Administrative Assistant											
101-262-702.000	PAYROLL	\$	16,303	\$	15,472	\$	24,000	\$	24,000	\$	26,460
101-262-715.000	SOCIAL SECURITY	\$	1,247	\$	1,184	\$	1,836	\$	1,836	\$	2,024
101-262-716.000	HEALTH BENEFITS	\$	-	\$	-	\$	9,054	\$	9,053	\$	10,027
101-262-718.000	PENSION	\$	-	\$	-	\$	-	\$	-	\$	1,588
101-262-721.000	WORKERS COMPENSATION	\$	60	\$	75	\$	150	\$	150	\$	111
101-262-860.000	TRANSPORTATION	\$	127	\$	196	\$	100	\$	-	\$	300
101-262-958.000	EDUCATION & TRAINING	\$	375	\$	245	\$	-	\$	-	\$	500
	Subtotal	\$	18,112	\$	17,184	\$	35,240	\$	35,039	\$	41,010
Village Hall											
101-265-727.000	OFFICE SUPPLIES	\$	1,373	\$	1,924	\$	1,800	\$	1,796	\$	2,000
101-265-820.000	CONTRACTED SERVICES	\$	4,428	\$	6,686	\$	12,000	\$	12,000	\$	7,500
101-265-921.000	UTILITIES-GAS	\$	3,616	\$	2,711	\$	6,800	\$	6,800	\$	3,500
101-265-922.000	UTILITIES-ELECTRIC	\$	5,464	\$	6,232	\$	6,500	\$	6,500	\$	6,500
101-265-923.000	UTILITIES-COMMUNICATIONS	\$	3,859	\$	2,533	\$	3,500	\$	2,900	\$	3,500
101-265-930.000	EQUIPMENT	\$	8,300	\$	9,593	\$	4,000	\$	4,000	\$	7,000
101-265-930.100	SOFTWARE LICENSES	\$	8,425	\$	4,652	\$	5,000	\$	4,347	\$	5,000
101-265-930.500	COPIER LEASE PAYMENTS	\$	2,850	\$	2,018	\$	3,420	\$	-	\$	3,420
101-265-931.000	BUILDING MAINTENANCE	\$	5,695	\$	12,175	\$	16,000	\$	15,800	\$	6,000
	Subtotal	\$	44,010	\$	48,524	\$	59,020	\$	54,143	\$	44,420
Non-Departmental											
101-294-801.000	DDA TIF	\$	12,847	\$	12,547	\$	13,000	\$	12,830	\$	11,200
101-294-801.300	BRA TIF	\$	16,636	\$	20,329	\$	19,284	\$	19,284	\$	-
101-294-810.000	DUES & MEMBERSHIPS	\$	1,609	\$	1,854	\$	2,000	\$	1,861	\$	2,000
101-294-825.000	INSURANCE	\$	3,716	\$	5,411	\$	6,680	\$	6,680	\$	7,800
101-294-935.000	VILLAGE MAINTENANCE FUND	\$	7,453	\$	6,167	\$	3,600	\$	3,600	\$	5,000
101-294-935.100	FORESTRY	\$	15,670	\$	218	\$	12,000	\$	10,106	\$	15,000
101-294-935.200	DRAIN COMMISSION FEES	\$	-	\$	310	\$	500	\$	15	\$	500
101-294-961.000	MISCELLANEOUS EXPENSE	\$	-	\$	(2,387)	\$	-	\$	10	\$	-

101-294-967.000	LOAN INTEREST (BOND 2002)	\$ 250	\$ 250	\$ 750	\$ 250	\$ 750
101-294-999.000	TRANSFERS TO OTHER FUNDS	\$ 73,928	\$ 125,680	\$ 105,222	\$ 105,222	\$ 116,588
	Subtotal	\$ 205,407	\$ 170,379	\$ 163,036	\$ 159,858	\$ 158,838
Public Safety						
101-301-702.000	PAYROLL	\$ -	\$ 9,801	\$ 103,428	\$ 103,428	\$ 102,244
101-301-715.000	SOCIAL SECURITY	\$ -	\$ 819	\$ 7,912	\$ 7,912	\$ 7,822
101-301-716.000	HEALTH BENEFITS	\$ -	\$ 900	\$ 14,200	\$ 14,104	\$ 14,593
101-301-718.000	PENSION	\$ -	\$ -	\$ 500	\$ 500	\$ 6,135
101-301-721.000	WORKERS COMPENSATION	\$ -	\$ 3,348	\$ 1,571	\$ 1,571	\$ 2,587
101-301-727.000	OFFICE SUPPLIES	\$ -	\$ 1,605	\$ 60	\$ 35	\$ 1,000
101-301-740.000	OPERATING SUPPLIES	\$ -	\$ -	\$ 8,000	\$ 7,957	\$ 4,000
101-301-741.000	UNIFORMS	\$ -	\$ -	\$ 4,050	\$ 4,032	\$ 1,500
101-301-801.000	PROFESSIONAL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ 500
101-301-803.000	FIRE ASSOCIATION	\$ 36,855	\$ 35,382	\$ 35,500	\$ 35,285	\$ 37,200
101-301-805.100	REIMB. FROM BUTLER	\$ (6,376)	\$ (6,376)	\$ (3,188)	\$ (3,188)	\$ -
101-301-810.000	DUES & MEMBERSHIPS	\$ -	\$ 115	\$ 1,800	\$ 1,787	\$ 3,500
101-301-820.000	CONTRACTED SERVICES	\$ -	\$ -	\$ 75	\$ 75	\$ 150
101-301-825.000	INSURANCE	\$ -	\$ -	\$ 7,579	\$ 7,579	\$ 8,185
101-301-850.000	COMMUNICATIONS	\$ -	\$ 122	\$ 1,400	\$ 1,341	\$ 1,500
101-301-860.000	TRANSPORTATION	\$ -	\$ 496	\$ 1,500	\$ 1,500	\$ 5,000
101-301-929.000	EQUIPMENT	\$ -	\$ -	\$ 42,774	\$ 42,774	\$ 1,500
101-301-930.000	EQUIPMENT MAINTENANCE	\$ -	\$ 5,949	\$ 19,700	\$ 19,700	\$ 4,000
101-301-958.000	EDUCATION & TRAINING	\$ -	\$ 995	\$ 625	\$ 625	\$ 3,000
101-301-994.010	PATROL CAR LEASE	\$ -	\$ -	\$ -	\$ -	\$ -
	Total	\$ 206,405	\$ 191,423	\$ 247,486	\$ 247,017	\$ 204,415
Streets						
101-441-702.000	PAYROLL	\$ 54,203	\$ 64,312	\$ 70,000	\$ 70,000	\$ 60,363
101-441-715.000	SOCIAL SECURITY	\$ 3,999	\$ 4,646	\$ 5,200	\$ 5,200	\$ 4,618
101-441-716.000	HEALTH BENEFITS	\$ 14,263	\$ 21,521	\$ 22,000	\$ 21,514	\$ 17,606
101-441-718.000	PENSION	\$ 2,459	\$ 3,129	\$ 4,200	\$ 4,200	\$ 3,622
101-441-721.000	WORKERS COMPENSATION	\$ 209	\$ 500	\$ 1,000	\$ 1,151	\$ 3,815
101-441-740.000	OPERATING SUPPLIES	\$ 5,274	\$ 13,965	\$ 18,000	\$ 17,740	\$ 15,000
101-441-741.000	UNIFORMS	\$ 1,324	\$ 1,646	\$ 1,500	\$ 818	\$ 1,500
101-441-805.100	REIMB. FOR SERVICES	\$ (90,000)	\$ (100,000)	\$ (90,000)	\$ (90,000)	\$ (85,000)
101-441-820.000	CONTRACTED SERVICES	\$ 12,043	\$ 14,013	\$ 24,000	\$ 23,919	\$ 15,000
101-441-860.000	TRANSPORTATION	\$ (1,720)	\$ 18,650	\$ 33,000	\$ 33,000	\$ 22,000
101-441-922.000	UTILITIES-ELECTRIC	\$ 36,821	\$ 33,699	\$ 36,000	\$ 29,000	\$ 36,000
101-441-930.000	EQUIPMENT MAINTENANCE	\$ 1,239	\$ 38,510	\$ 20,000	\$ 19,600	\$ 2,000
101-441-958.000	EDUCATION & TRAINING	\$ 60	\$ 165	\$ -	\$ -	\$ 500
101-441-994.050	2010 DUMP TRUCK	\$ -	\$ 22,850	\$ 10,525	\$ 10,525	\$ 13,920
101-441-995.050	2010 DUMP TRUCK INTEREST	\$ -	\$ 1,199	\$ 407	\$ 407	\$ -
	SUBTOTAL	\$ 40,174	\$ 138,805	\$ 155,832	\$ 147,074	\$ 110,944
	Total Expenditure	\$ 666,093	\$ 733,939	\$ 837,739	\$ 818,795	\$ 743,144
	Revenue Over (Under) Expenditure	\$ 11,450	\$ 7,537	\$ (97,854)	\$ (80,875)	\$ 13,337
	Ending Fund Balance	\$ 378,861	\$ 379,700	\$ 281,846	\$ 298,825	\$ 312,162

Major Street Details

The Major Street Fund is established by Act 51 to perform 51 to provide support for streets that are higher in traffic, especially commercial and industrial.

Revenue Highlights

- Act 51 established a formula for the distribution of gas taxes based upon the number of miles of major streets and population. While the Village has seen an increase over the past year, the long term projection is for reduced amounts as long as gas taxes remain high.
- METRO Act collects funds from telecommunication providers based on the mileage of wire in communities. These funds are then distributed to communities to be used for right-of-way maintenance activities. METRO Act revenues have remained fairly level since they were introduced and we expect that to remain the case for the foreseeable future.
- The Village has a contract with the Michigan Department of Transportation to provide street sweeping and snow removal services on US-12. The expense and revenue for these services are under the Trunkline activities.

Expenditure Highlights

- Routine maintenance costs continue to escalate as asphalt costs increase paving, cold patch and chip seal expenses. The Village is reviewing the PASER ratings and in the process of determining which maintenance activities are necessary this year. A general budget has been determined with the specific roads to be identified later.
- After several very light winters, 2013-2014 winter maintenance expenses were above budgeted amount. The Village is exploring options for the purchase of salt in an attempt to save
- The Village needs to develop a plan for the replacement of its traffic signs due to Federal regulations on retroreflectivity. This will take many years and will be an expensive project. Staff is currently working on a plan and estimate for the project.
- The Village is required to spend 1% of its Act 51 revenues each year, based on 10% over a rolling 10 year period, on non-motorized activities (sidewalks, trails, ramps, etc). The Village is in compliance with this requirement and is planning additional work in this fiscal year.
- MDOT and Indiana Northeastern will rebuild the Arnold Street rail crossing in 2014. The Village has identified some road and sidewalk work that should be done in conjunction with this project.

Goals and Objectives

- Update PASER ratings for local streets
- Finish development of an Asset Management Plan for all local streets
- Develop a plan for the reconstruction and/or rehabilitation of several streets in the major street system.

Local Street Fund Details

The Local Street Fund is established by Public Act 51 to provide support for streets that are primarily residential in nature.

Revenues

- Act 51 established a formula for the distribution of gas taxes based upon the number of miles of local streets and population. While the Village has seen an increase over the past year, the long term projection is for reduced amounts as long as gas taxes remain high.
- METRO Act collects funds from telecommunication providers based on the mileage of wire in communities. These funds are then distributed to communities to be used for right-of-way maintenance activities. METRO Act revenues have remained fairly level since they were introduced and we expect that to remain the case for the foreseeable future.
- The other major source of revenue is transfers from the Municipal Streets Fund. The amount varies on a year to year basis as projects require.

Expenditures

- Routine maintenance costs continue to escalate as asphalt costs increase paving, cold patch and chip seal expenses.
- After several very light winters, 2013-2014 winter maintenance expenses were above budgeted amount. The Village is exploring options for the purchase of salt in an attempt to save
- The Village needs to develop a plan for the replacement of its traffic signs due to Federal regulations on retroreflectivity. This will take many years and will be an expensive project. Staff is currently working on a plan and estimate for the project.
- The Village is required to spend 1% of its Act 51 revenues each year, based on 10% over a rolling 10 year period, on non-motorized activities (sidewalks, trails, ramps, etc). The Village is in compliance with this requirement and is planning additional work in this fiscal year.

Goals and Objectives

- Update PASER ratings for local streets
- Finish development of an Asset Management Plan for all local streets
- Develop a plan for the reconstruction and/or rehabilitation of several streets in the local street system.

Municipal Street Details

The Municipal Street Fund is the repository of funds derived from the Streets Millage assessed on all real and personal property in the Village.

Revenues

All revenues are derived from the levy of 4.6486 mills against all real and personal property in the Village. The reduction in taxable values has reduced the amount of revenue generated by 10% in the last two years.

A slight reduction in the amount of taxes generated from the elimination of personal property taxes for some businesses will be offset by an increase in the real property taxable values.

Expenditures

- Funds are transferred to the Local Streets Fund and General Fund for support of various projects.
- A portion of the millage generated by properties in the downtown are captured by the Downtown Development Authority and used for its purposes.

2014-2015 Goals and Objectives

- Derive a long term plan for the reconstruction and/or rehabilitation of the Village Street system.
- Determine the allocation of funds towards on-going maintenance versus capital projects.

Account	Item	2011-12 Actual	2013-2014			
			2012-13 Actual	Amended Budget	2013-2014 Projected	2014-15 Requested
Major Street Fund						
	Beginning Fund Balance	\$ 78,434	\$ 130,891	\$ 143,348	\$ 143,348	\$ 177,452
202-000-452.100	METRO ACT	\$ 2,414	\$ 2,577	\$ 2,550	\$ 2,629	\$ 2,629
202-000-547.000	STATE-MAJOR	\$ 80,410	\$ 82,245	\$ 75,000	\$ 70,177	\$ 85,000
202-000-548.000	STATE-TRUNKLINE	\$ 1,331	\$ -	\$ 3,000	\$ 1,531	\$ 1,000
202-000-665.000	INTEREST	\$ 224	\$ 89	\$ 100	\$ 87	\$ 75
	Total	\$ 84,379	\$ 84,911	\$ 80,650	\$ 74,424	\$ 88,704
202-464-702.000	PAYROLL	\$ 5,545	\$ 2,481	\$ 7,193	\$ 3,294	\$ 6,288
202-464-715.000	FICA	\$ 408	\$ 179	\$ 550	\$ 236	\$ 481
202-464-716.000	EMPLOYEE INSURANCES	\$ 1,944	\$ 1,471	\$ 2,027	\$ 1,279	\$ 1,834
202-464-718.000	401 PLAN	\$ 316	\$ 134	\$ 432	\$ 193	\$ 377
202-464-721.000	WORKERS COMPENSATION	\$ 400	\$ 800	\$ 800	\$ 200	\$ 400
202-464-740.000	OPERATING SUPPLIES	\$ 181	\$ 301	\$ 1,000	\$ 966	\$ 1,500
202-464-820.000	CONTRACTED SERVICES	\$ -	\$ 6,437	\$ 20,000	\$ 17,502	\$ 105,000
202-464-941.000	EQUIPMENT RENTAL	\$ 9,177	\$ 5,116	\$ 9,200	\$ 2,611	\$ 7,000
	Total	\$ 17,971	\$ 16,919	\$ 41,202	\$ 26,281	\$ 122,880
202-465-702.000	PAYROLL	\$ 1,679	\$ 1,119	\$ 2,398	\$ 1,234	\$ 2,515
202-465-715.000	FICA	\$ 123	\$ 80	\$ 183	\$ 90	\$ 192
202-465-716.000	EMPLOYEE INSURANCES	\$ 802	\$ 579	\$ 1,785	\$ 506	\$ 734
202-465-718.000	401 PLAN	\$ 97	\$ 67	\$ 144	\$ 70	\$ 151
202-465-721.000	WORKERS COMPENSATION	\$ 200	\$ 207	\$ 300	\$ 100	\$ 200
202-465-740.000	OPERATING SUPPLIES	\$ 4,054	\$ 1,237	\$ 3,500	\$ 2,497	\$ 3,500
202-465-941.000	EQUIPMENT RENTAL	\$ -	\$ -	\$ 2,750	\$ -	\$ 2,750
	Total	\$ 6,955	\$ 3,289	\$ 11,060	\$ 4,497	\$ 10,042
202-466-702.000	PAYROLL	\$ 194	\$ 323	\$ 1,199	\$ 349	\$ 1,258
202-466-715.000	FICA	\$ 14	\$ 23	\$ 92	\$ 26	\$ 96
202-466-716.000	EMPLOYEE INSURANCES	\$ 361	\$ 228	\$ 714	\$ 270	\$ 367
202-466-718.000	401 PLAN	\$ 12	\$ 18	\$ 72	\$ 4	\$ 75

202-466-721.000	WORKERS COMPENSATION	\$	100	\$	200	\$	200	\$	100	\$	200
202-466-740.000	OPERATING SUPPLIES	\$	-	\$	-	\$	500	\$	-	\$	100
202-466-778.000	PAINT & SIGNS	\$	189	\$	1,037	\$	2,000	\$	9	\$	2,000
202-466-941.000	EQUIPMENT RENTAL	\$	14	\$	-	\$	500	\$	-	\$	500
Total		\$	884	\$	1,829	\$	5,277	\$	758	\$	4,596
202-467-702.000	PAYROLL	\$	-	\$	606	\$	1,199	\$	-	\$	1,258
202-467-715.000	FICA	\$	-	\$	44	\$	92	\$	-	\$	96
202-467-716.000	EMPLOYEE INSURANCES	\$	393	\$	370	\$	357	\$	268	\$	367
202-467-718.000	401 PLAN	\$	-	\$	36	\$	72	\$	-	\$	75
202-467-721.000	WORKERS COMPENSATION	\$	100	\$	200	\$	200	\$	100	\$	200
202-467-740.000	OPERATING SUPPLIES	\$	-	\$	1,039	\$	500	\$	-	\$	750
202-467-820.000	CONTRACTED SERVICES	\$	-	\$	-	\$	3,500	\$	-	\$	3,500
202-467-941.000	EQUIPMENT RENTAL	\$	-	\$	-	\$	750	\$	-	\$	750
Total		\$	493	\$	2,295	\$	6,670	\$	368	\$	6,996
202-468-805.000	ADMINISTRATIVE COSTS	\$	7,000	\$	6,000	\$	7,000	\$	7,000	\$	8,000
202-468-820.000	CONTRACTED SERVICES	\$	-	\$	1,375	\$	-	\$	-	\$	-
Total		\$	7,000	\$	7,375	\$	7,000	\$	7,000	\$	8,000
202-469-702.000	PAYROLL	\$	337	\$	220	\$	1,199	\$	371	\$	1,258
202-469-715.000	FICA	\$	25	\$	16	\$	92	\$	27	\$	96
202-469-716.000	EMPLOYEE INSURANCES	\$	377	\$	299	\$	338	\$	255	\$	367
202-469-718.000	401 PLAN	\$	20	\$	11	\$	72	\$	21	\$	75
202-469-721.000	WORKERS COMPENSATION	\$	100	\$	200	\$	200	\$	100	\$	100
202-469-820.000	CONTRACTED SERVICES	\$	-	\$	-	\$	-	\$	642	\$	1,500
202-469-941.000	EQUIPMENT RENTAL	\$	-	\$	-	\$	2,000	\$	-	\$	500
Total		\$	859	\$	746	\$	3,901	\$	1,416	\$	3,896
Total Expenditures		\$	34,162	\$	32,453	\$	75,110	\$	40,320	\$	156,410
Revenue Over/(Under) Exp		\$	52,457	\$	52,458	\$	5,540	\$	34,104	\$	(67,706)
Ending Fund Balance		\$	130,891	\$	143,348	\$	148,888	\$	177,452	\$	109,746

Local Streets Fund

	Beginning Fund Balance	\$	11,952	\$	8,627	\$	3,803	\$	3,803	\$	27,316
203-000-452.000	METRO ACT	\$	2,414	\$	2,577	\$	2,550	\$	2,629	\$	2,635
203-000-549.000	STATE-LOCAL	\$	26,037	\$	26,428	\$	27,000	\$	22,692	\$	27,000
203-000-665.000	INTEREST	\$	106	\$	51	\$	40	\$	87	\$	75
203-000-699.000	TRANSFERS FROM OTHER FUNDS	\$	10,000	\$	150,000	\$	35,000	\$	20,000	\$	20,000
	Total	\$	38,557	\$	179,056	\$	64,590	\$	45,408	\$	49,710
203-464-702.000	PAYROLL	\$	5,264	\$	12,502	\$	7,193	\$	3,100	\$	7,545
203-464-715.000	SOCIAL SECURITY	\$	386	\$	902	\$	550	\$	222	\$	577
203-464-716.000	HEALTH BENEFITS	\$	2,321	\$	1,707	\$	2,141	\$	1,333	\$	2,201
203-464-718.000	PENSION	\$	293	\$	687	\$	432	\$	178	\$	453
203-464-721.000	WORKERS COMPENSATION	\$	600	\$	300	\$	300	\$	100	\$	300
203-464-740.000	OPERATING SUPPLIES	\$	476	\$	30,964	\$	1,000	\$	495	\$	1,000
203-464-820.000	CONTRACTED SERVICES	\$	16,010	\$	112,076	\$	10,000	\$	6,956	\$	18,000
203-464-941.000	EQUIPMENT RENTAL	\$	7,617	\$	16,401	\$	8,000	\$	1,450	\$	6,000
	Total	\$	32,967	\$	175,539	\$	29,616	\$	13,834	\$	36,076
203-465-702.000	PAYROLL	\$	710	\$	961	\$	2,398	\$	826	\$	2,515
203-465-715.000	FICA	\$	51	\$	69	\$	183	\$	60	\$	192
203-465-716.000	EMPLOYEE INSURANCES	\$	819	\$	577	\$	714	\$	506	\$	734
203-465-718.000	401 PLAN	\$	43	\$	58	\$	144	\$	47	\$	151
203-465-721.000	WORKERS COMPENSATION	\$	-	\$	100	\$	100	\$	100	\$	100
203-465-740.000	OPERATING SUPPLIES	\$	4,054	\$	1,237	\$	2,500	\$	2,947	\$	2,500
203-465-941.000	EQUIPMENT RENTAL	\$	-	\$	-	\$	2,500	\$	-	\$	2,500
	Total	\$	5,677	\$	3,002	\$	8,539	\$	4,486	\$	8,692
203-466-702.000	PAYROLL	\$	263	\$	80	\$	1,199	\$	83	\$	1,258
203-466-715.000	FICA	\$	19	\$	6	\$	92	\$	6	\$	96
203-466-716.000	EMPLOYEE INSURANCES	\$	345	\$	156	\$	338	\$	418	\$	367
203-466-718.000	401 PLAN	\$	12	\$	2	\$	72	\$	5	\$	75
203-466-721.000	WORKERS COMPENSATION	\$	-	\$	100	\$	100	\$	100	\$	100
203-466-778.000	PAINT & SIGNS	\$	189	\$	284	\$	1,500	\$	9	\$	1,500

203-466-941.000	EQUIPMENT RENTAL	\$	-	\$	-	\$	1,500	\$	-	\$	1,500
	Total	\$	828	\$	628	\$	4,801	\$	621	\$	4,896
203-467-702.000	PAYROLL	\$	-	\$	820	\$	1,199	\$	68	\$	1,258
203-467-715.000	FICA	\$	-	\$	59	\$	92	\$	5	\$	96
203-467-716.000	EMPLOYEE INSURANCES	\$	410	\$	443	\$	338	\$	277	\$	367
203-467-718.000	401 PLAN	\$	-	\$	49	\$	72	\$	4	\$	75
203-467-721.000	WORKERS COMPENSATION	\$	-	\$	100	\$	100	\$	100	\$	100
203-467-740.000	OPERATING SUPPLIES	\$	-	\$	615	\$	2,000	\$	-	\$	2,000
203-467-941.000	EQUIPMENT RENTAL	\$	-	\$	-	\$	1,500	\$	-	\$	1,500
	Total	\$	410	\$	2,086	\$	5,301	\$	454	\$	5,396
203-468-805.000	ADMINISTRATIVE COSTS	\$	2,000	\$	1,000	\$	2,500	\$	2,500	\$	2,500
203-468-820.000	CONTRACTED SERVICES	\$	-	\$	1,625	\$	-	\$	-	\$	-
	Total	\$	2,000	\$	2,625	\$	2,500	\$	2,500	\$	2,500
	Total Expenditures	\$	41,882	\$	183,880	\$	50,757	\$	21,895	\$	57,560
	Revenue Over/(Under) Exp.	\$	(3,325)	\$	(4,824)	\$	13,833	\$	23,513	\$	(7,850)
	Ending Fund Balance	\$	8,627	\$	3,803	\$	17,636	\$	27,316	\$	19,466
Municipal Streets Fund											
	Beginning Fund Balance	\$	29,809	\$	40,107	\$	110	\$	110	\$	365
204-000-402.000	CURRENT TAXES (REAL & PERSONAL)	\$	114,085	\$	123,148	\$	115,000	\$	111,094	\$	112,205
	Total	\$	114,085	\$	123,148	\$	115,000	\$	111,094	\$	112,205
204-446-801.100	DDA TIF	\$	5,136	\$	5,016	\$	5,200	\$	5,129	\$	4,700
204-446-801.300	BRA TIF	\$	6,651	\$	8,128	\$	8,200	\$	7,710	\$	-
204-446-901.000	LOCAL STREETS PROJECT	\$	10,000	\$	60,000	\$	20,000	\$	18,000	\$	20,000
204-446-902.000	MAJOR STREETS PROJECT	\$	-	\$	-	\$	-	\$	-	\$	-
204-446-903.000	GENERAL STREETS SERVICES	\$	82,000	\$	90,000	\$	80,000	\$	80,000	\$	80,000
	Total	\$	103,787	\$	163,144	\$	113,400	\$	110,839	\$	104,700
	Revenue Over/(Under) Exp	\$	10,298	\$	(39,996)	\$	1,600	\$	255	\$	7,505

Ending Fund Balance	\$	40,107	\$	110	\$	1,710	\$	365	\$	7,870
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Brownfield Redevelopment Authority (BRA) Details

The BRA was established to assist in the redevelopment of the former Acorn Windows facility by Speedrack Products Group. This past fall, the BRA completed its repayment to Speedrack for its investment in cleaning up the facility.

Revenues

In February 2014, the Village Council terminated the tax increment financing and development plan that had existed since 2002. Without the plan in place, the Village is unable to capture taxes paid on the property and will not have any revenue starting this fiscal year. The BRA will remain in place and future TIF and Development plans will be considered as necessary.

A fund balance will exist at the end of the 2013-2014 Fiscal Year. This will be used as required for any expenses authorized by statute.

Expenditures

All remaining fund balance will be budgeted to be used for anything authorized by statute. At this time, there are no specific projects in mind.

Downtown Development Authority (DDA) Details

The DDA was created in 1994 and charged with encouraging redevelopment in the traditional downtown of Quincy. Since that time, many buildings have been renovated, water services and mains have been replaced, all of the parking lots have been redeveloped, and the downtown streetscape was updated.

Revenues

DDA revenue is derived from the capture of taxes from the increased values of property in the traditional downtown. With the reduction in taxable values the past few years and the elimination of the personal property tax for a number of businesses, the amount of taxes captured has been reduced dramatically (over \$10,000 per year since 2012-12). This will limit the number of projects that the DDA Board will be able to undertake.

Expenditures

- The DDA plans to maintain participation in the Coldwater Country-Pure Michigan campaign at \$2,000 per year.
- One area seeing a reduction is the payment to the Village for maintenance services (trash collection, parking lot maintenance, and plowing of sidewalks and parking lots).
- The other area seeing a slight reduction is the community promotions line item which is the funding source for façade improvement, promotions/marketing, and any other aesthetic work downtown.

Account	Item	2013-2014				
		2011-12 Actual	2012-13 Actual	Amended Budget	2013-2014 Projected	2014-15 REQUESTED
Brownfield Redevelopment Authority						
	Beginning Fund Balance	\$ 2,363	\$ 2,197	\$ 2,449	\$ 2,449	\$ 14,549
243-000-402.000	TAX CAPTURE	\$ 35,834	\$ 44,252	\$ 42,000	\$ 42,155	\$ -
	TOTAL	\$ 35,834	\$ 44,252	\$ 42,000	\$ 42,155	\$ -
243-101-805.000	ADMINISTRATIVE COSTS	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
243-101-946.000	PROJECT REPAYMENT	\$ 34,000	\$ 42,000	\$ 40,000	\$ 28,055	\$ 14,549
	Total	\$ 36,000	\$ 44,000	\$ 42,000	\$ 30,055	\$ 14,549
	Revenues over(under) Expenditures	\$ (166)	\$ 252	\$ -	\$ 12,100	\$ (14,549)
	Ending Fund Balance	\$ 2,197	\$ 2,449	\$ 2,449	\$ 14,549	\$ (0)
Downtown Development Authority						
	Beginning Fund Balance	\$ 4,005	\$ 10,682	\$ 12,693	\$ 12,693	\$ 16,594
248-000-402.000	CURRENT TAXES (REAL & PERSONAL)	\$ 27,918	\$ 26,868	\$ 28,000	\$ 27,900	\$ 19,600
	Total	\$ 27,918	\$ 26,868	\$ 28,000	\$ 27,900	\$ 19,600
248-101-805.000	ADMINISTRATIVE COSTS	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
248-101-820.000	CONTRACTED SERVICES	\$ 2,000	\$ 4,600	\$ 4,000	\$ -	\$ 2,000
248-101-930.000	MAINTENANCE SERVICES	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 5,000
248-101-945.000	COMMUNITY PROMOTIONS	\$ 9,241	\$ 8,157	\$ 12,000	\$ 11,999	\$ 10,600
	Total	\$ 21,241	\$ 24,757	\$ 28,000	\$ 23,999	\$ 19,600
	Revenues over(under) Expenditures	\$ 6,677	\$ 2,111	\$ -	\$ 3,901	\$ -
	Ending Fund Balance	\$ 10,682	\$ 12,693	\$ 12,693	\$ 16,594	\$ 16,594

Sewer Fund Details

The Sewer Fund is an enterprise fund dedicated to operation of the Village Water System. Sewer service is provided to 760 customers in the village and certain areas in Quincy Township. Enterprise funds are standalone funds that derive their revenue from payments from customers of the respective utility.

The Village has not adjusted rates since 2007 and is in need of increase to pay for needed improvements on the Sewer System, including a \$2.3 million bond for collection system and treatment plant improvements. The proposed budget anticipates a rate increase that covers the bond, necessary reserves (bond and O&M), and starts to cover the increased costs the system is experiencing.

Expenditures are tracked between three categories of operations: Administration, Collection System, and Treatment System.

Revenue Highlights

- Usage and base fees adjustments will be proposed in the first quarter of the next fiscal year. An increase of at least \$9 per month for each customer is anticipated.
- The large increase in miscellaneous revenue is due to the potential of receiving a SAW grant from Michigan Department of Environmental Quality (MDEQ) and the completion of the S-2 grant from MDEQ.
- Bond proceeds are due to the sale of a \$2.3 million bond through USDA-RD.

Expenditures Highlights

- Payroll in each category is based on the employees' rate on the proposed salary scale.
- Professional Services in the Collection system covers the development of and asset management plan and GIS.
- Electrical expenses in the Treatment System are expected to be reduced due to construction that will eliminate the air system for its duration and expected efficiencies gained from new equipment.
- Chemical costs in the Treatment System are also expected to be reduced due to construction.
- Capital outlay will cover the improvements planned under the Rural Development Bond.
- A new preventative maintenance program is planned for the lift stations. Only five stations will be covered in this budget as the others are planned for complete replacement this year.

Goals and Objectives

- Development of an Asset Management Plan through the SAW grant program.
- Development of a GIS system through the SAW grant program.
- Completion of the planned sewer improvements financed by USDA-Rural Development.
- Finish update of the Industrial Pretreatment Program

Sewer Fund		2013-2014				
		2011-12 Actual	2012-13 Actual	Amended Budget	2013-2014 Projected	2014-15 REQUESTED
590-000-636.000	USAGE/SALES	\$ 123,170	\$ 142,432	\$ 144,000	\$ 119,846	\$ 154,000
590-000-647.000	SEWER BASE CHARGE	\$ 122,992	\$ 124,584	\$ 126,000	\$ 103,582	\$ 160,000
590-000-648.000	PENALTIES	\$ 8,758	\$ 7,729	\$ 7,000	\$ 5,667	\$ 6,500
590-000-665.000	INTEREST	\$ 284	\$ 164	\$ 100	\$ 121	\$ 100
590-000-671.000	MISCELLANEOUS REVENUE	\$ 17,983	\$ 30,332	\$ 230,000	\$ 94,093	\$ 200,000
590-000-671.010	CONNECTION FEES	\$ -	\$ -	\$ 4,200	\$ 1,800	\$ 1,200
Total		\$ 273,187	\$ 305,241	\$ 511,300	\$ 325,109	\$ 521,800
590-000-999.000	Transfers to Other Funds	\$ -	\$ -	\$ 25,675	\$ 22,838	\$ 25,675
590-536-665.100	BANK CHARGES	\$ 329	\$ 665	\$ 750	\$ 835	\$ 1,000
590-536-702.000	PAYROLL	\$ 28,787	\$ 24,326	\$ 20,363	\$ 18,738	\$ 21,313
590-536-702.999	IPP ACTIVITIES	\$ 65	\$ 820	\$ 1,200	\$ -	\$ 1,200
590-536-715.000	SOCIAL SECURITY	\$ 2,262	\$ 1,871	\$ 1,558	\$ 1,369	\$ 1,630
590-536-716.000	HEALTH BENEFITS	\$ 7,423	\$ 5,823	\$ 6,559	\$ 6,555	\$ 6,684
590-536-718.000	401 Plan	\$ 1,745	\$ 1,437	\$ 1,119	\$ 1,106	\$ 1,279
590-536-721.000	WORKERS COMPENSATION	\$ 749	\$ 790	\$ 900	\$ 600	\$ 900
590-536-727.000	OFFICE SUPPLIES	\$ 967	\$ 451	\$ 750	\$ 876	\$ 1,000
590-536-727.020	POSTAGE & SHIPPING	\$ 2,288	\$ 2,204	\$ 3,000	\$ 1,921	\$ 3,000
590-536-805.000	ADMINISTRATIVE COSTS	\$ 55,904	\$ 56,568	\$ 58,491	\$ 29,246	\$ 61,163
590-536-810.000	DUES & MEMBERSHIPS	\$ 1,007	\$ 942	\$ 2,500	\$ 467	\$ 1,750
590-536-825.000	INSURANCE	\$ 3,572	\$ 3,640	\$ 4,000	\$ 4,359	\$ 4,500
590-536-850.000	COMMUNICATIONS	\$ -	\$ 59	\$ -	\$ 60	\$ 250
590-536-860.000	TRANSPORTATION	\$ 39	\$ 421	\$ 750	\$ -	\$ 500
590-536-923.000	UTILITIES-COMMUNICATIONS	\$ 383	\$ 483	\$ 750	\$ 551	\$ 750
590-536-930.200	SOFTWARE & HARDWARE	\$ 400	\$ 1,011	\$ -	\$ -	\$ -
590-536-941.000	EQUIPMENT RENTAL	\$ 20,526	\$ 23,029	\$ 18,000	\$ 22,417	\$ 28,000
590-536-958.000	EDUCATION & TRAINING	\$ 690	\$ 300	\$ 1,500	\$ 240	\$ 1,500
590-536-959.000	SAFETY		\$ 1,587	\$ 400	\$ -	\$ 400
Total		\$ 127,136	\$ 129,265	\$ 122,590	\$ 89,340	\$ 136,819
590-537-702.000	PAYROLL	\$ 8,236	\$ 7,722	\$ 10,319	\$ 10,786	\$ 11,069
590-537-715.000	FICA	\$ 606	\$ 554	\$ 789	\$ 778	\$ 847
590-537-716.000	EMPLOYEE INSURANCES	\$ 5,976	\$ 3,757	\$ 4,269	\$ 2,883	\$ 4,382
590-537-718.000	401 PLAN	\$ 480	\$ 460	\$ 619	\$ 636	\$ 664
590-537-740.000	OPERATING SUPPLIES	\$ 773	\$ 673	\$ 750	\$ 2,560	\$ 1,000
590-537-801.000	PROFESSIONAL SERVICES	\$ 8,380	\$ 19,149	\$ 250,000	\$ 98,475	\$ 220,000
590-537-820.000	CONTRACTED SERVICES	\$ 11,715	\$ 4,119	\$ 2,500	\$ 11,093	\$ 1,500
590-537-922.000	UTILITIES-ELECTRIC	\$ 11,659	\$ 9,910	\$ 9,500	\$ 10,269	\$ 11,000
590-537-923.000	UTILITIES-COMMUNICATIONS	\$ 3,015	\$ 3,003	\$ 3,000	\$ 2,430	\$ 3,000
590-537-929.000	EQUIPMENT	\$ 4,003		\$ 500	\$ 4,997	\$ 3,000
590-537-930.000	EQUIPMENT MAINTENANCE	\$ 893	\$ (3)	\$ -	\$ 122	\$ 3,000
590-537-932.000	CLEANING/TV	\$ 8,894		\$ 5,000	\$ -	\$ 5,000
590-537-933.000	CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ 64,630	\$ 49,344	\$ 287,246	\$ 145,029	\$ 264,462
590-539-702.000	PAYROLL	\$ 3,328	\$ 2,853	\$ 10,319	\$ 2,724	\$ 11,069
590-539-715.000	FICA	\$ 246	\$ 207	\$ 789	\$ 201	\$ 847
590-539-716.000	EMPLOYEE INSURANCES	\$ 4,739	\$ 3,716	\$ 4,269	\$ 3,009	\$ 4,382
590-539-718.000	401 PLAN	\$ 200	\$ 171	\$ 619	\$ 163	\$ 664

590-539-740.000	OPERATING SUPPLIES	\$	365	\$	794	\$	1,000	\$	800	\$	1,500
590-539-741.000	UNIFORMS	\$	1,084	\$	896	\$	1,100	\$	697	\$	1,000
590-539-806.000	PERMITS	\$	1,525	\$	1,525	\$	1,700	\$	1,525	\$	1,575
590-539-820.000	CONTRACTED SERVICES	\$	28	\$	4,033	\$	2,000	\$	3,478	\$	750
590-539-920.000	LAB SERVICES	\$	6,184	\$	12,888	\$	6,000	\$	5,663	\$	6,000
590-539-922.000	UTILITIES-ELECTRIC	\$	35,003	\$	26,455	\$	27,000	\$	27,162	\$	20,000
590-539-930.000	EQUIPMENT MAINTENANCE	\$	-	\$	6,695	\$	500	\$	481	\$	500
590-539-933.000	CHEMICALS	\$	16,598	\$	11,088	\$	18,000	\$	12,062	\$	10,000
590-539-940.100	IPP LAB/TESTING	\$	14	\$	-	\$	2,000	\$	-	\$	2,000
	Total	\$	69,314	\$	71,354	\$	75,296	\$	57,965	\$	60,287
	Total Expenditures	\$	261,080	\$	249,963	\$	510,807	\$	315,172	\$	487,243
	Revenue Over/(Under) Exp.	\$	12,107	\$	55,278	\$	493	\$	9,937	\$	34,557

Water Fund Details

The Water Fund is an Enterprise Fund dedicated to operation of the Village Water System. Water service is provided to 760 customers in the village and certain areas in Quincy Township. Enterprise funds are standalone funds that derive their revenue from customers of the respective utility.

The Village has not adjusted rates since 2007 and is in need of increase to pay for needed improvements on the Water System. The proposed budget anticipates a rate increase that covers the necessary reserves (bond and O&M), starts to build additional reserves to pay for system improvements and/or additional debt service, and starts to cover the increased operational costs the system is experiencing.

Expenditures are tracked between three categories of operations: Administration, Distribution System, and Treatment System.

Revenue Highlights

- Usage and base fees adjustments will be proposed in the first quarter of the next fiscal year.
- Bond Proceeds are due to the refinancing of the 1997 Revenue Bonds.

Expenditure Highlights

- Payroll in each category is based on the employees' rate on the proposed salary scale.
- Existing Revenue Bond will be refinanced which will lead to an increase in debt service of approximately \$20,000 each year.
- Payments for the renovation of the water tower will be completed this year (reduction in Distribution-Contracted Services).
- With the final installation of radio reads, all of the Meter Replacement allocation will be used to begin replacing older residential and commercial meters. A ten year replacement schedule is being implemented on water meters.
- A new preventative maintenance program is planned for the wells and water treatment plant. This will involve all necessary capital improvements and major maintenance activities for the next five years. The cost for this plan is \$21,000 per year.

Goals and Objectives

- Development of an Asset Management Plan through the SAW grant program.
- Development of a GIS system through the SAW grant program.
- Develop a plan to finance the replacement of several areas of the Distribution System.
- Complete the refinancing of the 1997 Revenue bond (anticipated \$300,000 in savings over the life of the bond).

		2013-2014				
Water Fund	Item	2011-12 Actual	2012-13 Actual	Amended Budget	2013-2014 Projected	2014-15 Requested
591-000-636.000	USAGE/SALES	\$ 95,901	\$ 109,803	\$ 110,000	\$ 91,610	\$ 120,000
591-000-647.000	WATER BASE CHARGE	\$ 251,234	\$ 252,583	\$ 253,000	\$ 209,743	\$ 275,000
591-000-648.000	PENALTIES	\$ 9,814	\$ 8,775	\$ 9,800	\$ 7,448	\$ 8,700
591-000-665.000	INTEREST	\$ 294	\$ 166	\$ 250	\$ 122	\$ 150
591-000-671.000	MISCELLANEOUS REVENUE	\$ 12,831	\$ 4,029	\$ 3,600	\$ 3,993	\$ 3,600
591-000-671.010	CONNECTION FEES	\$ -	\$ -	\$ 2,400	\$ 1,800	\$ 1,200
Total		\$ 370,074	\$ 375,356	\$ 379,050	\$ 314,716	\$ 408,650

		2013-2014				
Account	Item	2011-12 Actual	2012-13 Actual	Amended Budget	2013-2014 Projected	2014-15 REQUESTED
591-536-665.100	BANK CHARGES	\$ 368	\$ 677	\$ 600	\$ 835	\$ 750
591-536-702.000	PAYROLL	\$ 32,328	\$ 27,778	\$ 22,543	\$ 20,879	\$ 23,617
591-536-715.000	FICA	\$ 2,422	\$ 2,041	\$ 1,725	\$ 1,525	\$ 1,807
591-536-716.000	EMPLOYEE INSURANCES	\$ 9,235	\$ 6,047	\$ 7,362	\$ 7,670	\$ 7,681
591-536-718.000	401 PLAN	\$ 1,894	\$ 1,537	\$ 1,250	\$ 1,242	\$ 1,417
591-536-721.000	WORKERS COMPENSATION	\$ 1,107	\$ 1,200	\$ 1,300	\$ 1,000	\$ 1,300
591-536-727.000	OFFICE SUPPLIES	\$ 967	\$ 474	\$ 750	\$ 903	\$ 1,250
591-536-727.020	POSTAGE & SHIPPING	\$ 2,331	\$ 2,218	\$ 2,500	\$ 2,064	\$ 2,500
591-536-805.000	ADMINISTRATIVE COSTS	\$ 55,904	\$ 56,568	\$ 58,491	\$ 58,491	\$ 61,163
591-536-810.000	DUES & MEMBERSHIPS	\$ 890	\$ 1,095	\$ 2,000	\$ 423	\$ 1,500
591-536-825.000	INSURANCE	\$ 4,111	\$ 4,115	\$ 4,500	\$ 4,853	\$ 5,000
591-536-850.000	COMMUNICATIONS	\$ 10	\$ 59	\$ 500	\$ 112	\$ 500
591-536-860.000	TRANSPORTATION	\$ 99	\$ 246	\$ 500	\$ 232	\$ 500
591-536-923.000	UTILITIES-COMMUNICATIONS	\$ 383	\$ 483	\$ 750	\$ 551	\$ 750
591-536-930.200	SOFTWARE & HARDWARE	\$ 400	\$ 1,011	\$ -	\$ -	\$ -
591-536-941.000	EQUIPMENT RENTAL	\$ 33,316	\$ 30,871	\$ 30,000	\$ 20,101	\$ 31,000
591-536-958.000	EDUCATION & TRAINING	\$ 570	\$ 332	\$ 2,500	\$ 380	\$ 1,500
591-536-959.000	SAFETY	\$ 401	\$ 5,813	\$ 500	\$ -	\$ 500
591-536-995.000	INTEREST EXPENSE	\$ 40,741	\$ 39,967	\$ 58,800	\$ 19,761	\$ 82,000
Total		\$ 187,477	\$ 182,532	\$ 196,571	\$ 141,022	\$ 224,735

591-538-702.000	PAYROLL	\$ 19,162	\$ 19,913	\$ 22,420	\$ 18,182	\$ 23,876
591-538-715.000	FICA	\$ 1,412	\$ 1,433	\$ 1,715	\$ 1,325	\$ 1,827
591-538-716.000	EMPLOYEE INSURANCES	\$ 6,452	\$ 7,003	\$ 8,780	\$ 1,298	\$ 9,066
591-538-718.000	401 PLAN	\$ 1,122	\$ 1,189	\$ 1,345	\$ 1,044	\$ 1,433
591-538-740.000	OPERATING SUPPLIES	\$ 5,758	\$ 18,642	\$ 10,000	\$ 3,407	\$ 5,000
591-538-820.000	CONTRACTED SERVICES	\$ 30,551	\$ 64,726	\$ 65,000	\$ 45,625	\$ 42,753
591-538-922.000	UTILITIES-ELECTRIC	\$ 515	\$ 488	\$ 600	\$ 402	\$ 600
591-538-923.000	UTILITIES-COMMUNICATIONS	\$ 336	\$ 1,080	\$ 1,000	\$ 894	\$ 1,200
591-538-929.000	EQUIPMENT	\$ 2,475	\$ 2,444	\$ 3,000	\$ 1,710	\$ 1,000
591-538-930.000	EQUIPMENT MAINTENANCE	\$ 1,933	\$ 3	\$ 500	\$ -	\$ 500
591-538-934.000	METER REPLACEMENT/TESTING	\$ 10,363	\$ 8,864	\$ 10,000	\$ 3,095	\$ 10,000
591-538-934.100	HYDRANT REPLACEMENTS	\$ 267	\$ 1,857	\$ 1,000		\$ 1,500
591-538-970.000	CAPITAL OUTLAY	\$ 60,800	\$ 60,766	\$ 60,800	\$ -	\$ -
Total		\$ 141,146	\$ 188,408	\$ 186,160	\$ 76,982	\$ 98,754

591-539-702.000	PAYROLL	\$ 2,051	\$ 2,713	\$ 12,943	\$ 3,168	\$ 13,911
591-539-715.000	SOCIAL SECURITY	\$ 251	\$ 219	\$ 990	\$ 234	\$ 1,064
591-539-716.000	HEALTH BENEFITS	\$ 5,279	\$ 4,379	\$ 5,432	\$ 4,186	\$ 5,567
591-539-718.000	PENSION	\$ 201	\$ 179	\$ 777	\$ 190	\$ 835
591-539-740.000	OPERATING SUPPLIES	\$ 1,588	\$ 2,108	\$ 2,000	\$ 653	\$ 3,000
591-539-741.000	UNIFORMS	\$ 1,084	\$ 896	\$ 1,500	\$ 697	\$ 1,000

591-539-806.000	PERMITS	\$	946	\$	1,230	\$	1,500	\$	1,225	\$	1,300
591-539-820.000	CONTRACTED SERVICES	\$	9,662	\$	178	\$	1,000	\$	6,643	\$	23,000
591-539-920.000	LAB SERVICES	\$	403	\$	1,021	\$	500	\$	453	\$	500
591-539-921.000	UTILITIES-GAS	\$	1,907	\$	2,354	\$	1,900	\$	416	\$	2,000
591-539-922.000	UTILITIES-ELECTRIC	\$	17,669	\$	17,503	\$	18,000	\$	14,056	\$	18,000
591-539-930.000	EQUIPMENT MAINTENANCE	\$	4,999	\$	7,345	\$	28,000	\$	35,611	\$	10,000
591-539-933.000	CHEMICALS	\$	2,202	\$	2,705	\$	3,200	\$	1,307	\$	3,200
		\$	47,123	\$	42,862	\$	77,842	\$	68,839	\$	83,377
	Total Expenditures	\$	375,746	\$	413,802	\$	460,573	\$	286,843	\$	406,866
	Revenue Over (Under) Expenses	\$	(5,672)	\$	(38,446)	\$	(81,523)	\$	27,873	\$	1,784

2014-2015 Capital Improvement Plan

Table 1
Fiscal Year 2014-2015

Projects	Capital Improvement Plan							Funding Sources						
	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	Project Total	General Fund	Major Streets	Local Streets	Water Fund	Sewer Fund	Bonds	Grants
Bathrooms at Park	\$ 81,000						\$ 81,000						\$ 81,000	
Park Building Expansion	\$ 160,000						\$ 160,000						\$ 160,000	
Village Wide Trail System					\$ 100,000	\$ 100,000	\$ 200,000	\$ 100,000						\$ 100,000
Village Hall Fence extension	\$ 12,000						\$ 12,000						\$ 12,000	
Salt Bin Upgrade/Replacement			\$ 25,000				\$ 25,000						\$ 25,000	
Replace 2000 Dump	\$ 30,000					\$ 33,000	\$ 63,000	\$ 63,000						
Replace Kubota				\$ 18,000			\$ 18,000	\$ 18,000						
Generator for Village Hall-Natural Gas	\$ 20,000						\$ 20,000						\$ 20,000	
Computer Server						\$ 10,000	\$ 10,000	\$ 10,000						
Front Plow for 2010 International Truck			\$ 10,000				\$ 10,000	\$ 10,000						
Police Vehicle		\$ 40,000					\$ 40,000	\$ 30,000						\$ 10,000
Mini excavator and trailer					\$ 50,000		\$ 50,000	\$ 50,000						
Utility Truck Replacement	\$ 32,000						\$ 32,000	\$ 32,000						
Tree Planting Program	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 60,000	\$ 60,000						
Glenn Ave/Brown St Extension (Bypass)						\$ 1,500,000	\$ 1,500,000							\$ 1,500,000
Fence in Well Site					\$ 28,000		\$ 28,000				\$ 28,000			
Well and Water Plant Improvements	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 24,000	\$ 129,000				\$ 129,000			
Media Replacement in Filters at Plant						\$ 20,000	\$ 20,000				\$ 20,000			
Telemetry/SCADA	\$ 30,000						\$ 30,000				\$ 30,000			
Hewitt/Church Street Valve Replacement		\$ 6,000					\$ 6,000				\$ 6,000			
East Jefferson Street Reconstruction		\$ 547,900					\$ 547,900			\$ 277,750	\$ 270,150			
Jackson St Paving/Parking lot	\$ 53,875						\$ 53,875						\$ 53,875	
Grove Street Reconstruction and WM		\$ 169,650					\$ 169,650			\$ 85,000	\$ 84,650			
Fulton Street Reconstruction			\$ 760,300				\$ 760,300		\$ 363,000		\$ 397,300			
Orange/Wood Main Work			\$ 150,000				\$ 150,000			\$ 75,000	\$ 75,000			
Colfax Street Reconstruction		\$ 342,000					\$ 342,000			\$ 132,000	\$ 210,000			
East Liberty Street Reconstruction		\$ 451,600					\$ 451,600		\$ 233,000		\$ 218,600			
Pleasant Street Reconstruction		\$ 187,000					\$ 187,000		\$ 110,000		\$ 77,000			
West Liberty Street Reconstruction						\$ 656,350	\$ 656,350			\$ 656,350				
Berry Street Reconstruction					\$ 382,188		\$ 382,188		\$ 382,188					
Hawley Street Reconstruction						\$ 398,566	\$ 398,566			\$ 398,566				
West Jefferson Street Reconstruction		\$ 321,000			\$ 582,400		\$ 903,400		\$ 224,000	\$ 292,000	\$ 387,400			
Water Tower Maintenance	\$ 45,000	\$ 24,200	\$ 24,200	\$ 24,200	\$ 24,200	\$ 24,200	\$ 166,000				\$ 166,000			
Fence/Gate at Lagoons	\$ 80,000						\$ 80,000						\$ 80,000	
Main Lift Station Replacement	\$ 616,000						\$ 616,000						\$ 616,000	
Brown Street LS	\$ 130,000						\$ 130,000						\$ 130,000	
Briggs Road LS	\$ 130,000						\$ 130,000						\$ 130,000	
Quincy Grange LS	\$ 130,000						\$ 130,000						\$ 130,000	
Bypass Pump	\$ 15,000						\$ 15,000						\$ 15,000	
Generator for Lake Blvd Lift Station	\$ 80,000						\$ 80,000						\$ 80,000	
Telemetry/SCADA	\$ 100,000						\$ 100,000						\$ 100,000	
Lagoon System Improvements	\$ 505,000						\$ 505,000						\$ 505,000	
Sludge Removal	\$ 344,000						\$ 344,000						\$ 344,000	
Sewer Project Engineering	\$ 500,000						\$ 500,000						\$ 500,000	
GIS Development	\$ 75,000						\$ 75,000							\$ 75,000
SAW Project	\$ 706,650						\$ 706,650		\$ 14,040			\$ 56,625		\$ 635,985
Total	\$ 3,906,525	\$ 2,120,350	\$ 1,000,500	\$ 73,200	\$ 1,197,788	\$ 2,776,116	\$ 11,074,479	\$ 373,000	\$ 1,326,228	\$ 1,916,666	\$ 2,099,100	\$ 56,625	\$ 2,981,875	\$ 2,320,985

Table 2
Debt Schedule
Fiscal Year 2014-2015

Project	Year Issued	Amount of Issue	Type of Debt	Funding Source	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	Six Year Total
Village Hall, Park Imp., Vehicle. Museum	2002	\$ 750,000	Cap Imp Bond	General	\$ 79,465	\$ 80,875	\$ 82,000	\$ -	\$ -	\$ -	\$ 242,340
2010 Dump Truck	2010	\$ 110,000	Lease Purchase	General	\$ 17,488	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,488
2011 Capital Lease Copier	2011	\$ 11,500	Capital Lease	General	\$ 3,420	\$ 3,420	\$ -	\$ -	\$ -	\$ -	\$ 6,840
2014 Police SUV Lease	2014	\$ 39,800	Lease Purchase	General	\$ 10,496	\$ 10,496	\$ 10,496	\$ 9,621	\$ -	\$ -	\$ 41,108
Subtotal General Fund					\$ 110,869	\$ 94,791	\$ 92,496	\$ 9,621	\$ -	\$ -	\$ 307,776
Enterprise Fund Debt											\$ -
Baldwin/Wilcox/Lake's End Sewer	2006	\$ 225,000	Cap Imp Bond	Sewer	\$ 24,875	\$ 29,075	\$ 28,075	\$ 27,063	\$ 26,038	\$ -	\$ 135,125
Sewer System Improvements	2014	\$ 2,600,000	Revenue Bond	Sewer	\$ -	\$ 108,858	\$ 108,840	\$ 108,795	\$ 108,723	\$ 108,623	\$ 543,839
Subtotal Sewer Fund					\$ 24,875	\$ 137,933	\$ 136,915	\$ 135,858	\$ 134,761	\$ 108,623	\$ 678,964
Water System Improvements (water tower and water plant)	1997	\$ 1,081,000	Revenue Bond	Water	\$ 59,980	\$ 58,990	\$ 60,000	\$ 59,920	\$ 59,795	\$ 59,625	\$ 358,310
Subtotal Water Fund					\$ 59,980	\$ 58,990	\$ 60,000	\$ 59,920	\$ 59,795	\$ 59,625	\$ 358,310
Total of all Debt Service					\$ 195,724	\$ 291,714	\$ 289,411	\$ 205,398	\$ 194,556	\$ 168,248	\$ 1,345,050

Total Debt Service/All Funds

Total Bond Indebtedness as of March 31, 2013 was \$1,356,391 (principal outstanding).

GLOSSARY

The Annual Budget contains specialized and technical terminology unique to public finance and budgeting. To assist the reader of the Annual Budget document in understanding these terms, a budget glossary has been included in the document.

ACT 51

Highway and street funds derived from gas and weight taxes, distributed from gas and weight taxes, distributed to communities by the Michigan Department of Transportation (MDOT) based on a municipality's population and number of street miles

ACCRUAL ACCOUNTING

A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they are incurred.

ANNEXATION

The incorporation of a land area into an existing village or village with a resulting change in the boundaries of that unit of local government.

APPROPRIATION

An authorization made by the Village Council that permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts.

APPROVED BUDGET

The revenue and expenditure plan for the Village for the fiscal year as reviewed and given final approval by the Village Council.

ASSESSED VALUATION

The taxable value placed upon property as a basis for levying taxes, equal to 50% of market value, as required by state law.

AUDIT

A comprehensive review of the manner in which the government's resources were actually utilized. The main purpose of an audit is to issue an opinion over the presentation of financial statements and to test the controls over the safekeeping of assets while making any recommendations for improvements where necessary.

BOND

A certificate or instrument certifying the existence of a debt. Local units of government only have those powers to borrow monies expressly granted by law. Municipal obligations are generally classified as either general obligation or special obligation bonds. A special obligation bond is payable from a specially identified source; general obligation bond is payable without reference to a specific source.

BROWNFIELD REDEVELOPMENT AUTHORITY (BRA)

As authorized by Public Act 381 of 1996, as amended, an authority that is charged with the redevelopment of environmentally contaminated parcels. The Brownfield Redevelopment

Authority is a resource that may use Tax Increment Financing (TIF) and allow developers to apply for Single Business Tax (SBT) Credit incentives.

BUDGET

Under the Michigan Uniform Budgeting and Accounting Act (MCL 141.421 et.seq.), budget means a plan of financial operation for a given period of time, including an estimate of all proposed expenditures from the funds of a local unit and the proposed means of financing the expenditures. It does not include a fund for which the local unit acts as a trustee or agent, an intragovernmental service fund, and enterprise fund, a public improvement or building fund or a special assessment fund.

BUDGET ADJUSTMENT

Adjustment made to the budget during the fiscal year by the Village Council to properly account for unanticipated changes which occur in revenues and/or expenditures and for programs initially approved during the fiscal year.

BUDGET CALENDAR

The schedule of key dates or milestones which the Village departments follow in the preparation, adoption, and administration of the budget.

CAPPED VALUE

The capped value will be the previous year's final SEV minus losses increased by the consumer price index or 5%, whichever is less, plus additions. Loss is a component of property which is physically removed, for example the removal of a garage. Addition is a component of property which is physically added such as a family room or finishing a basement.

CAPITAL OUTLAY

Expenditures relating to the purchase of equipment, facility modifications, land, and other fixed assets.

COUNCIL

A legislative, executive, advisory or administrative governmental body whose elected or appointed members are assigned certain duties and responsibilities by law such as a village council or a citizens advisory council.

CURRENT TAX COLLECTIONS

The Village functions as the collection agent for the schools and county.

DEBT SERVICE

The Village's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

DEFICIT

An excess of liabilities and reserves of fund over its assets.

DEPARTMENT/DIVISION

A major organizational unit of the Village that indicates overall management responsibility for an operation or a group of related operation within a functional area.

DEPRECIATION

The process of estimating and recording the expired useful life of a fixed asset which is distributed over its revenue producing year.

DOWNTOWN DEVELOPMENT AUTHORITY

As authorized by Public Act 197 of 1975, as amended, an organization that is designed to be a catalyst in the development/redevelopment of a community's downtown. Traditionally used to finance streetscape improvements, parking lots, underground utilities, other infrastructure improvements, marketing efforts, and façade improvement programs. Quincy's DDA is primarily funded through tax increment financing.

ENCUMBRANCES

Obligations in form of purchase orders, contracts or salary commitments that are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbered when paid or when an actual liability is set up.

ENTERPRISE FUNDS

Enterprise funds are used to account for the acquisition, operation and maintenance of governmental facilities and services which are entirely or predominantly self-supported by user charges. The significant characteristic of Enterprise Funds is that the accounting system must make it possible to show whether the activity is operated at a profit or loss, similar to comparable private enterprises. Thus, the reports of enterprise funds are self-contained and creditors, legislators or the general public can evaluate the performance of the municipal enterprise on the same basis as they can the performance of investor-owned enterprises in the same industry.

FISCAL YEAR

The twelve month period designated as the operating year for an entity. The fiscal year for the Village of Quincy is April 1 - March 30.

FUND

An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other financial resources, together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

FUND BALANCE

The excess of the assets of an expendable fund, or of a nonexpendable trust fund, over its liabilities.

GENERAL FUND

The General Fund is the general operating fund of the Village. It is used to account for the resources devoted to finance the services traditionally associated with local government, except those activities that are required to be accounted for in another fund. Transactions are recorded on the modified accrual basis.

GENERAL OBLIGATION BONDS

Bonds that finance a variety of public improvement projects which pledges the full faith and credit of the Village.

GOAL

The activity or function to which the village council and/or the department wants to direct the focus of their efforts.

HEADLEE AMENDMENT

The Headlee Amendment places an upper limit on the total amount of property taxes a Village can collect in the fiscal year. In effect, the Village cannot collect millage on the taxable value (TV) increase derived from existing property, which is in excess of the Headlee inflation factor plus the TV on new construction. This limit is accomplished by rolling back the operation millages which are at their authorized maximum, by the same percentage as the TV is over the Headlee allowable maximum. The Headlee Amendment limitation may be waived only by a vote of the electorate.

INFRASTRUCTURE

Long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, lighting systems and parking lots and ramps.

INTERGOVERNMENTAL GRANT

A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the State and Federal governments. Grants are usually made for specified purposes.

INTERGOVERNMENTAL REVENUE

Revenue received from another government (grants, revenue sharing, Act 51, etc)

INTERNAL SERVICE FUNDS

Internal Service funds are established to finance and account for services and/or commodities furnished by a designated program to other programs within the Village. Since the services and commodities are supplied exclusively to programs under the Village jurisdiction, they are distinguishable from those services which are rendered to the public in general and which are accounted for in general, special revenue or enterprise funds. The Village of Quincy's Motor Pool Fund composes the internal service fund category.

INVENTORY

A detailed listing of property currently held by the government.

LOCAL STREET FUND

Receives all local street money paid to the cities by the State, accounts for all construction, maintenance, traffic services, and snow and ice control on all streets classified as local.

LOCAL DEVELOPMENT FINANCE AUTHORITY (LDFA)

Public Act 281 of 1986, as amended, allows for the creation of an authority that utilizes tax increment financing to fund public infrastructure improvements. The LDFA is targeted for

industrial areas. Funds may be used within that district or in improvements throughout the community that will benefit the LDFA.

LEGAL LEVEL OF CONTROL

The Village Manager is authorized to transfer budgeted amounts within departments within any fund; however, any revisions which alter the total expenditures of any fund or the transfer of funds between departments must be approved by the Village Council.

MAJOR STREET FUND

Used to account for the financial activity of the streets designated by the State of Michigan as major thoroughfares and the maintenance contract of the state trunklines.

MICHIGAN UNIFORM ACCOUNTING AND BUDGETING ACT

Provides for the formulation and establishment of uniform charts of accounts and reports for local units of government; to define local units of government; to provide for the books and accounts of local units of government; to provide for annual financial reports from local units of government; to provide for the administration of this act; to prescribe the powers and duties of the State Treasurer and the Attorney General; to provide penalties for violation of certain requirements of this act; to provide for meeting the expenses authorized by this act; to provide a uniform budgeting system for local units; and to prohibit deficit spending by local unit of government.

MILL

A taxation unit equal to one dollar of tax obligation for every \$1,000 of assessed valuation of property.

MILLAGE

The total tax obligation per \$1,000 of assessed valuation of property.

MODIFIED ACCRUAL ACCOUNTING

A “basis of accounting” that determines when a transaction or event is recognized in the fund’s operating statements. Under the modified basis of accounting, revenues are recognized when they become both measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

NPDES

National Pollutant Discharge Elimination System. A permit issued by the State of Michigan for the wastewater treatment plant to discharge treated effluent in the State’s waters.

OBJECTIVE

The methods for which the goal is to be obtained. More defined definition to the goal and a focused effort.

PERMANENT FUNDS

Governmental fund type used to report resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the reporting government’s programs (i.e., for the benefit of the government of its citizenry).

PERSONAL SERVICES

Items of expenditures in the operating budget for salaries and wages paid for services performed by Village employees, as well as the fringe benefit costs associated with Village employment.

PROPOSED BUDGET

Village's revenue and expenditure plan for the fiscal year as prepared and recommended by the Village Manager for the Village Council's consideration.

PROPERTY TAX

A tax based on the assessed value of property, either real or personal. Tax liability falls on the owner of record as of tax day. Real property includes all lands, buildings and fixtures on the land. Personal property is generally movable and not affixed to land. It includes equipment, furniture, electric and gas transmission and distribution equipment and the like.

RESERVE

Funds designated to be allocated in order to meet potential liabilities during the fiscal year.

RESOLUTION

Official action of a legislative body, primarily administrative or ministerial in nature.

REVENUE BONDS

Bonds that utilize specific revenue streams for repayment. The full faith and credit of the Village is not pledged for repayment. These types of bonds are primarily utilized in the Water and Sewer funds.

REVENUE SHARING

The State Revenue Sharing program distributes sales tax collected by the State of Michigan to local governments as unrestricted revenues. The distribution of funds is authorized by the State Revenue Sharing Act, Public Act 140 of 1971, as amended (MCL 141.901).

RISK MANAGEMENT

An organized attempt to protect a government's assets against accidental loss in the most economical method.

STATE EQUALIZED VALUATION (SEV)

The assessed valuation of property in the Village as determined by the local assessor and then reviewed and adjusted, if necessary, by the county and state, to assure that it equals 50% of market value, as required by the State of Michigan.

SURPLUS

Prior years' earnings used to balance the current operating budget. An excess of the assets of a fund over its liabilities and reserves.

TAXABLE VALUE

Taxable value is simply the lesser of the assessed value or capped value.

TAX BASE

The total value of taxable property in the Village.

TAX INCREMENT FINANCING

A tax incentive designed to attract business investment by the dedication of property tax revenue from the redevelopment of an area (tax increment district) to finance development related costs in that district. Tax increment financing divides tax revenue from the area into two categories: 1. taxes on the predevelopment value of the tax base that are kept by each taxing body; and 2. taxes from increased property values resulting from redevelopment that are deposited by some taxing entities in a tax increment fund and are used to finance public improvements in the redevelopment area. In Michigan, there are four different types of authorities with tax increment financing powers: tax increment finance authority (no longer an option for a new authority), Downtown Development Authority, Local Development Financing Authority, and Brownfield Redevelopment Authority.

TAX RATE

An amount levied on assessed property value, real and personal, within the Village of Cadillac. The Village Council establishes the tax rate each year at budget time in order to finance various funds.

TRANSFER OF FUNDS

A procedure established by the village and used to revise a budgeted amount after the budget has been adopted by the village council.

USER CHARGES (also known as User Fees)

The payment of a fee for direct receipt of a public service by the party benefiting from their service.

VARIANCE

Authorization for the construction of a structure or for the establishment of a use which is prohibited by a zoning ordinance. Generally, a variance may not be granted unless the literal enforcement of the zoning ordinance would cause a property owner “practical difficulties or unnecessary hardship.”

WWTP

Initials for Wastewater Treatment Plant.

ZONING

Division of a municipality into districts, the regulation of structures according to their construction, nature, and extent of use and the regulation of land according to nature and use.