

# **CITY OF OTSEGO, MICHIGAN ANNUAL APPROPRIATIONS BILL**



**FISCAL YEAR**  
**July 1, 2026 - June 30, 2027**



**CITY OF OTSEGO  
ANNUAL APPROPRIATIONS BILL**

**FOR FISCAL YEAR  
JULY 1, 2026 - JUNE 30, 2027**

**MISSION STATEMENT FOR THE CITY OF OTSEGO**

*The City of Otsego strives to provide excellent and friendly public services to its residents, business owners and visitors. With measures of success being public health and safety, quality recreation, inclusion, innovation, stewardship and economic vitality for all today and tomorrow.*

**CITY COMMISSION**

STACEY L. WITHEE, MAYOR  
LAURI A. KRUEGER, MAYOR PRO TEM  
CHARLES D. MOORE, COMMISSIONER  
WAYNE A. RAYBURN, COMMISSIONER  
JASON M. SMITH, COMMISSIONER

**CITY ADMINISTRATION**

AARON K. MITCHELL, CITY MANAGER  
MICHAEL D. BOSCH, DIRECTOR OF PUBLIC WORKS  
ANGELA M. CRONEN, CITY CLERK  
BRADLEY E. MISNER, DIRECTOR OF POLICE AND FIRE  
BRIAN KELLEY, FINANCE DIRECTOR



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May 18, 2026

Honorable Mayor and  
City Commissioners of the  
City of Otsego, Michigan

#### STATE OF THE CITY

As we look to presenting the 2026-27 Budget to you. I feel it is important to look back at the last 25-26 fiscal year and review the “good” and the “bad”. As always I like to focus on the good, so let’s start there. The good was by far the amount of grants that we received last year. I am sure I am not adding up all of the grants but the major grants totaled \$1.7M! This included some grants that were utilized last year while others will not be paid out for a few years to come. No matter when they are paid out they help the fund balances. The highlights are below:

MDNR Natural Resources Trust Fund Grant- This \$400K grant was awarded to help pay for the bathroom building that will be built in Riverfront Park in spring of 2027. This will help support the General Fund. That is where all park expenses are paid out of.

TMF Grant- In 2025 we applied and received a \$350K+ grant from EGLE to help identify water services to determine their composition. This was needed to comply with EGLE’s lead-service line replacement mandate. This work only helped identify the hundreds of unknown services, no replacements were made. The work has already been completed. This grant helped the Water Fund. More on this fund to come.

MDOT Street and Bridge Grant- MDOT awarded us \$650K to help rehab our 2 bridges. These funds will not be used until 2028 when the work is actually completed. This grant will help the Street and Bridge Fund substantially when the North St. and Farmer St. bridges are rehabbed.

DNR Dam Safety- In late 2025 we received \$300K to help investigate and secure our dam located at Riverfront Park. This was in response to signs of a damaged spillway. The grant provided vital funds to inspect and repair the dam to secure it until the EPA removes it entirely in 5 years. This grant will help the General Fund. Unfortunately, there is no ability to receive any revenues for a dam. They are an incredible liability for anyone who maintains them. A problem many across the state are dealing with.

While none of the grants are able to magically eliminate any financial concerns for any of the funds that we operate in, they are definitely helping us secure the future operations and needed projects for years to come. Now for the bad...

In the summer of last year, we had completed a Wastewater Treatment Plant Asset Management Plan. The purpose of this exercise is to know exactly what condition each piece of equipment is in and when it should be expected to need replacement. Incredibly important information. However, not terribly useful if we are not able to fund those repairs and replacements. So, we went through the process of having a Sewer Rate Study conducted by a reputable 3<sup>rd</sup> party. It also made sense to have a Water Rate Study conducted at the same time. The purpose of the rate studies are to establish rates that will pay for all expected costs going forward; this includes operations and scheduled needed capital projects. We came into this endeavor expecting the Sewer rates would require a significant increase. But, the data showed that Sewer was fine; just a standard 5% increase was needed. But the Water Department was “under water”. Not only has the costs of operations gone up faster than our modest rate increases we have made in past years but we also had not previously included the exorbitant costs of complying with EGLE’s unfunded mandated Lead Service Line Replacement; which has costs in the millions! When you take all expected costs and attempt to pay for them with our water rates; they needed an 88% increase. While that is an incredibly high increase, it should be understood that our rates are still incredibly low compared to other Michigan communities after this increase. The service replacement is a cost that is not going to go anywhere and those costs are not going down in the years to come. It has become obvious that the sooner they are replaced the cheaper they would be. So, we are trying to be proactive to bundle all of the replacements at one time with a grant/loan from EGLE. The City of Otsego has already submitted that application and hoping that we will be awarded and we will be completing that project in upcoming fiscal years.

Now looking forward to the 26-27 Budget, the most exciting thing is the upcoming Riverfront Park Pavilion Bathroom Building. The Pavilion has been a mainstay for a multitude of different community events since its

creation in 2021. The #1 complaint we have received is the lack of permanent bathrooms for visitors to use (which makes sense). We have been working behind the scenes to make that concern a distant memory. We have applied and received a \$400K grant from the MDNR to complete this project. We are expecting a spring 2027 construction period. It will be a great addition that will greatly help increase the use of the pavilion for not only community events but also future rentals for parties and celebrations for anyone interested.

The City will operate with a millage rate of 10.6412 mills, as regulated by the City Charter and Headlee Amendment. The City Charter limits the millage rate to 12.5, but starting in 1993 the Headlee Amendment permanently reduced it to the current rate, due to property values increasing greater than the rate of inflation. While the State limits cities to a maximum of 20 mills, the City Charter further limits the millage rate so the City may not collect more than 12.5 (10.6412 with Headlee effect).

The dedicated Public Safety Millage of 4.0 mills (3.8190 with Headlee) will provide revenue for Police, Fire and Building Department activities. This was approved by the voters in 2023 and is set to expire in 2032. While this provides additional revenue to the Public Safety Fund; the General Fund continues to transfer a substantial portion of revenue to cover the costs of the Public Safety Fund.

The Solid Waste Reduction Millage pays for recycling services and the operation of the transfer station. The Solid Waste Reduction Millage is what funds our Transfer Station that provides services that are not found in many cities across the State of Michigan and help keep our community clean and safe. Few municipalities of our size have an opportunity to have a place that will take brush and recycling free of charge and any other garbage for a discounted rate. That millage is 2.1879 for 2026. Bringing the total millage for all City operations (General, Public Safety and Solid Waste) for 2026 to 16.6481.

Following is a brief overview of all departmental budgets.

#### WATER AND SANITARY SEWER

The City is proud to be able to provide clean potable water as well as the ability to treat wastewater, at a low cost. Both of the services are identified as enterprise funds, which by definition, require operating expenses to be supported by user fees. Both activities have 2 user fees associated with the use. The readiness to serve (RTS) fee provides 30 percent (30%) of revenues needed for operations based on the number of users of the utilities. Commodity fees for each 1,000 gallons of use provide the remaining 70 percent (70%) of revenues to operate the utilities. Unfortunately, this year RTS fees and commodity costs will increase in both the Water and the Sewer Funds.

As mentioned above we had to take some drastic measures to invest in our Water Department. In order to assure that we would have an appropriate fund balance throughout the upcoming year we had to make significant increases to all water rates across the board. They are roughly 88% increases and that includes RTS and commodity charges. While that seems like it would take a massive hit in anyone's bill; you should remember that the sewer portion of your bill is 75% of what you are paying with water taking up that other 25%. When you take all of that into consideration. The increase will only represent \$20/month for the average customer who uses 18,000 gallons of water per quarter. This increase is intended to put the Water Department on firm financial footing going forward. For more information on the quality of the drinking water you can read the consumer confidence report found within your July tax bill or on our website.

Last year we completed a pivotal document for our Sewer Department with the Asset Management Plan. It has given us a playbook to know what to do and when. Now that doesn't mean that we will not still have things occasionally break and/or have to replace equipment before the planned replacement, but we will know exactly what it is and how much it will cost. That is incredibly calming for not only the WWTP operators but also everyone involved in the budgeting processes. There are some small projects planned for the plant this year, but nothing major. The Sewer Department is continuing another year of maintenance to assure assets are protected and maintained to keep equipment working properly for years to come. A portion of the maintenance is the videoing and jetting to keep roots out of the sewer mains. This will prevent or at least limit service interruptions for our customers while also extending the life of our infrastructure. In addition to the videoing and jetting of trouble spots, we are also anticipating finding significant needed repairs in the pipes. We are not sure what exactly will be needed to be repaired until after the video recording is completed and reviewed. It may be the coating of sewer main, or it may be the rebuilding of manholes as examples. This sort of maintenance allows for the infrastructure to greatly expand its life expectancy. The goal is to avoid a full-on replacement, that is the absolute most expensive option.

Any and all maintenance options up to replacement of sewer mains are considered. We have found this to be the best path forward in keeping long-term costs down on a system that includes many 100-year old mains.

**WATER:** For Water, this year, we recommend a 79.2% increase in the RTS fee and a 74.6% increase of the commodity rate.

**SEWER:** For Sewer, we recommend an 5% increase in the RTS fee and a 5% increase of the commodity rate.

**TOTAL RESIDENTIAL BILL:** With the implementation of the new rates, combining the changes in water and sewer for residential customers, they will see an overall small increase of 21.2%. For a resident using 18,000 gallons they will see an annual increase of about \$63.40, a billing cycle.

### STREET SYSTEM

The City of Otsego Street System is divided into two categories; Major and Local Streets. They total over 21 miles of road across the system. The street system continues to remain in fairly good condition throughout the City. Maintaining the quality streets within the City of Otsego continues to be one of our top goals. We consider maintenance of all types to extend the long-term life of the roads. This includes street sweeping, crack sealing, mill and fills and every other form of maintenance available. If it makes sense; we will consider it, and if it is successful; we will continue to utilize it. We have no capital road projects scheduled for 26-27. While there are upcoming projects in the upcoming years we will continue to plan and budget for those future road projects.

### PUBLIC SAFETY FUND

The dedicated Public Safety millage is levied to fund Police, Fire and Building Department activities. While the Police and Fire seem as obvious fits, the Building department may not to some. The Building department includes activities associated with ensuring the State Construction Code and Michigan Property Maintenance Code are maintained, which both encompass public safety. The millage provides for about 24% of the departmental costs, while the General Fund subsidy provides for the largest share. The Public Safety Fund has experienced a growth in costs of operation in recent years. Balancing the revenues with the increase in legal requirements, costs of equipment and training, the funding for these departments continues to be a challenge.

**POLICE:** The Police Department is the largest expenditure of the Public Safety Fund. As with most of our departments which are service based, the majority of expenditures are a result of salaries and benefits. For several years now the department has operated with a 12 hour work shift, reducing the number of officers and in turn the budget, while still providing 24 hour coverage. The Department employs six full time officers and a Director of Police and Fire. The Department continues to maintain a detective/sergeant position, which has proven to be a great asset to the City. We continue to focus on providing the highest quality of service to our residents, at the lowest possible cost. This includes the enforcement of local ordinances such as blight. We are continuing the employment of the Student Resource Officer position. It is a seasonal position that works exclusively within Otsego Public Schools. In return Otsego Public Schools pays for 100% of the SRO's costs. This is a great example of the strong relationship that the City of Otsego has with Otsego Public Schools. Whenever possible, we assist each other to meet the community needs.

**FIRE:** The Otsego Fire Department (OFD) has traditionally operated as a paid on-call department. In response to an increase in call volume, a full-time employee was hired in 2018 to remove the strain on the other firefighters and assure service would be available. In 2023, OFD made the switch to a 24/7 staffed full-time fire station. The 26-27 Budget will be the 1<sup>st</sup> with the additional 4<sup>th</sup> full-time firefighter. The 4<sup>th</sup> is needed to provide additional staffing to provide opportunities for firefighters to take vacation, personal days and/or training without requiring the payment of overtime. The call volume is at an all-time high which is another advantage of having an additional full-time firefighter to take some of the calls and prevent the need for the on-call firefighters to respond. The full-time firefighters respond to all emergencies, when simultaneous emergencies or emergencies that require more personnel occur the on-call firefighters respond in addition, such as a PI accident or structure fire. When the full-time firefighters are not responding to an emergency they are completing administrative requirements, writing reports, maintaining and inspecting equipment among other departmental needs. The on-call firefighters are paid an hourly rate, only when called for service. OFD has a contractual relationship with Otsego Township for all costs that occur in Otsego Township. This agreement has been in place for several years and continues to clearly benefit both the City and the Township. Call volume is never ending and OFD is the busiest department across Allegan County.

### GENERAL ADMINISTRATION

General Administration includes activities associated with the administration of the City's activities. Not a whole lot of changes in these activities. We are in a position to apply a good portion of the sinking fund allotment

with General Fund revenues. This will be vital should we need building repairs in years to come. In an effort to provide quality service at a lower cost, the City continues to use private contractors for the City's engineering, auditing, assessing, building inspection and legal services. It should be noted that while these positions are by contract, the level of service is top notch. There is great pride in the service provided by these professionals.

#### SUMMARY

The 2026-27 Budget is prepared at a time of subtle but significant growth. Growth in the addition of the new bathroom building at Riverfront Park. Which will allow for the pavilion to continue to grow in popularity. The growth of the OFD 4<sup>th</sup> full-time firefighter to allow us to continue to provide the great life savings services while not burning out our staff. And the item that has garnered the most attention recently; the Water rates. Finally putting a permanent fix on the Water Fund is a big step in acquiring a growing confidence that we will have the money in the bank when needed to make the needed repairs and maintenance to our water infrastructure. If no major increases were made, we could not say that with any confidence. We have put together a plan on replacing the lead service lines; when that is completed it will remove a significant administrative task as well as a financial one. We will all be happier when that is completed. When that is completed, we will know for sure the exact cost. Until then we will continue to wait and fret on those costs. The good news is that with the new rates we will have the money when the work is completed.

Respectfully,

A handwritten signature in black ink, appearing to read 'Aaron Mitchell', written over a light blue horizontal line.

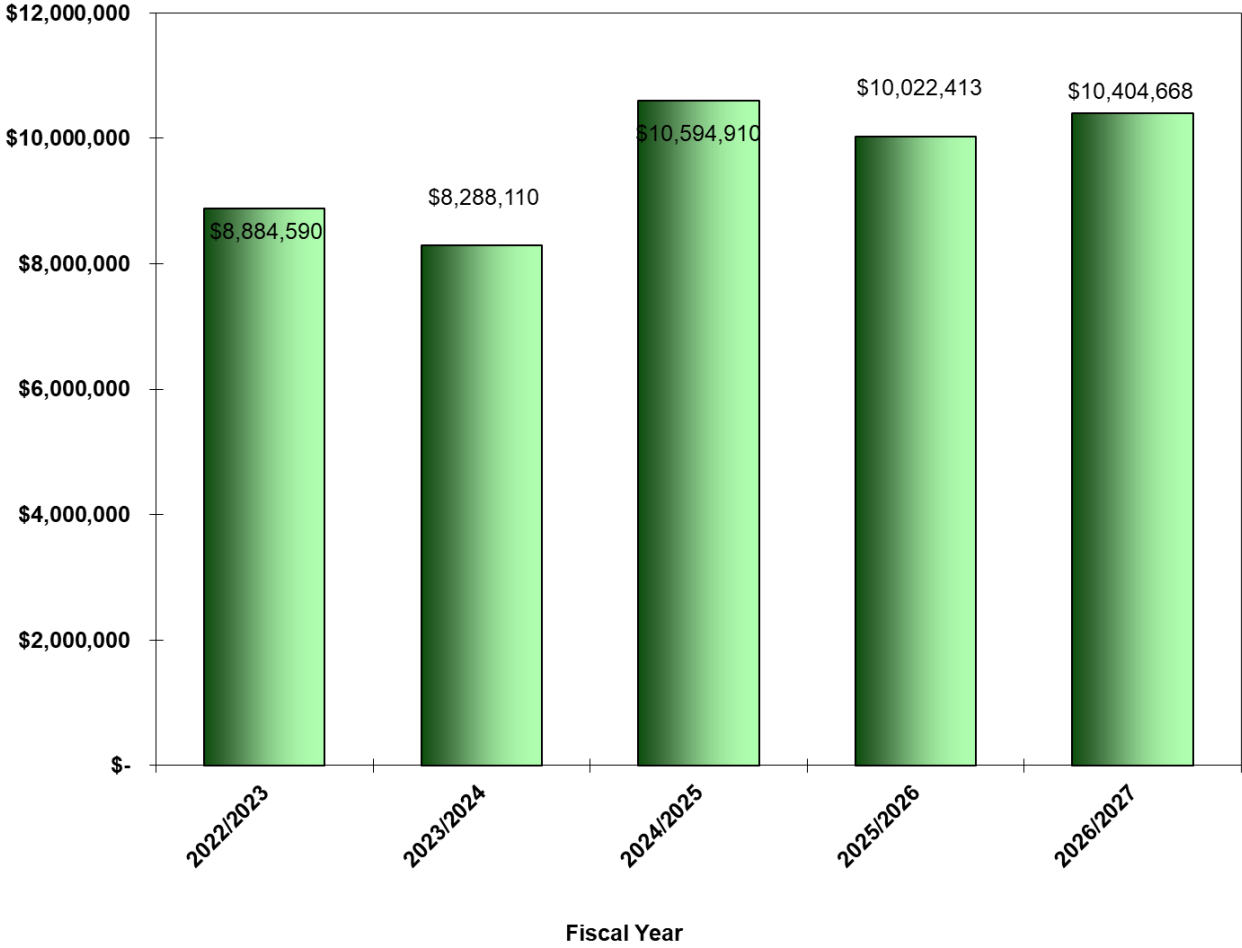
Aaron Mitchell  
City Manager

## CITY OF OTSEGO

### 2026 - 2027 ANNUAL APPROPRIATIONS BY FUND

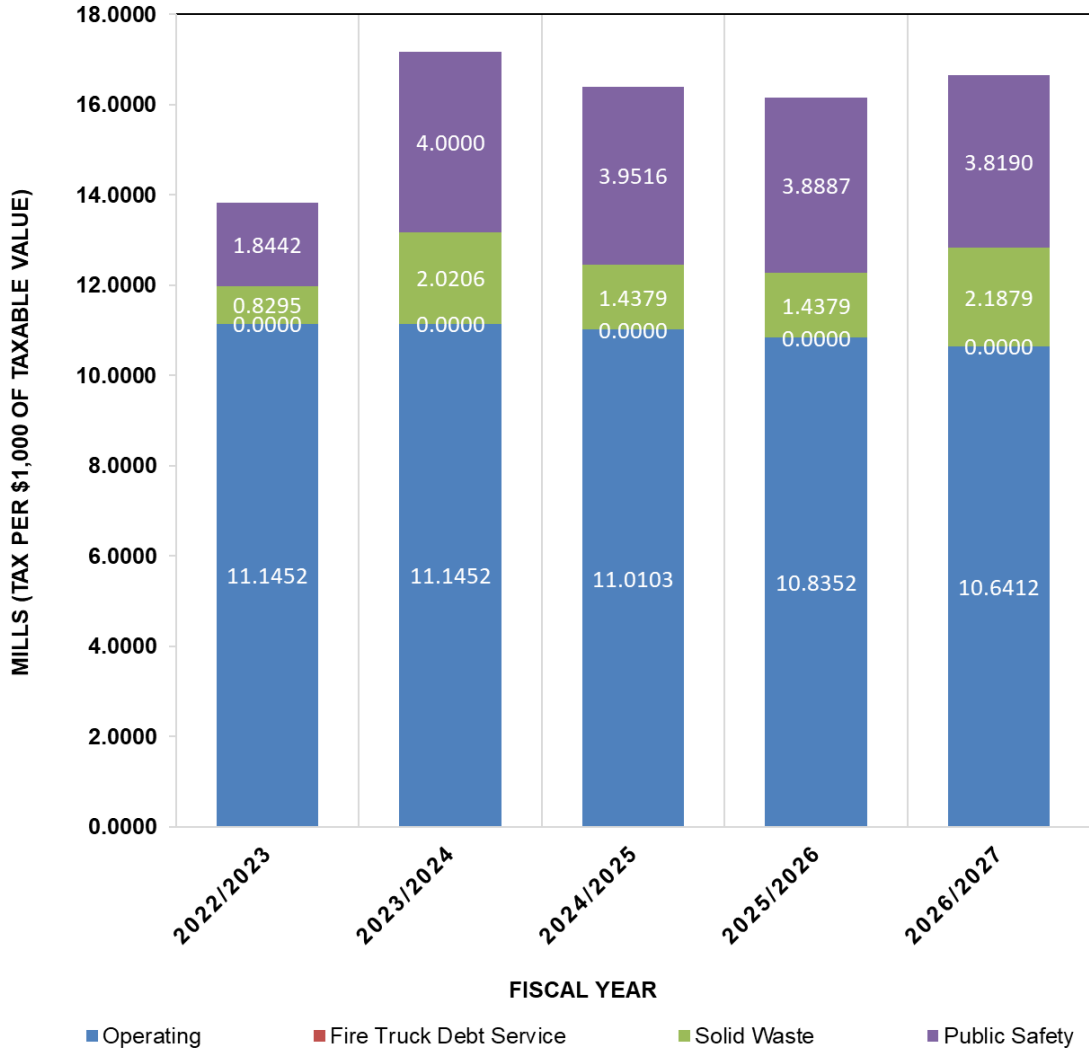
GENERAL FUND	\$2,476,034
MAJOR STREET FUND	403,089
LOCAL STREET FUND	281,800
PUBLIC SAFETY FUND	2,404,116
STREET & BRIDGE FUND	250,000
SOLID WASTE & RECYCLING FUND	391,661
CAPITAL PROJECTS FUND	817,000
EQUIPMENT & REPLACEMENT FUND	208,000
SEWER FUND	1,499,475
WATER FUND	1,247,443
MOTOR POOL FUND	426,050
<u>SPECIAL ASSESSMENT CAPITAL IMPROVEMENT FUND</u>	<u>0</u>
TOTAL APPROPRIATIONS	\$10,404,668

**CITY OF OTSEGO TOTAL APPROPRIATIONS  
ORIGINAL BUDGET FIVE YEAR HISTORY  
(Sum of All Funds)**



The total annual appropriation for all funds shows an overall increase of 3.8 percent from last year's original appropriations. The decrease is primarily due to capital improvement projects.

### CITY OF OTSEGO FIVE YEAR MILLAGE HISTORY



The total city millage to be levied this year decreases 1.45 percent (0.2380 mills) from 16.3998 to 16.1618 mills. This year marks the fourth year of a four-mill levy for ten years approved by voters for public safety services. The above graph also illustrates millage devoted to general city operations and the amount necessary above the revenues received from the \$25 recycling surcharge to run the transfer station and recycling program. The operating millage for the 2026 tax year is 10.6412, public safety is 3.8190, and solid waste reduction millage is 2.1879.

CITY OF OTSEGO  
2026 - 2027 BUDGET  
PERSONNEL

The City of Otsego (the City) employs approximately 25 to 30 full and part-time people. These employees are responsible for the day to day administration and operation of public services to the community.

The general administration offices of the City are located at 117 East Orleans Street, Otsego. At this location are the offices of the city manager, city clerk, finance director/city treasurer and assessor who are appointed by the city commission. The City also employs a part-time economic development director and two full-time administrative employees at city hall.

The Otsego City Police Department is located at 127 Court Street. This department consists of the Director of Police and Fire, a detective-sergeant, five patrol officers, a seasonal school resource officer and a secretary/dispatcher.

The Otsego City Fire Department, located at 125 South Farmer Street, is operated by the City, and provides service to both the City and Otsego Township. The fire department is dispatched through the Allegan County Sheriff Department's 911 system. A 24/7 staffing model was implemented three years ago with three full-time firefighters and up to 30 paid on-call firefighters. A fourth full-time firefighter was added in June 2026. The City is reimbursed annually by Otsego Township for its share of the department's expense, as provided by mutual agreement.

The City of Otsego Department of Public Works (DPW), located at 243 North Farmer Street, provides a wide range of services including heavy and outside work. Staff currently includes a superintendent, a foreman and four public works specialists. The DPW provides services in the following areas: maintenance of the City's streets, sidewalks, and downtown area; care and development of the parks; maintenance of the City's storm water collection system; and the repair and maintenance of City owned equipment. One permanent part-time employee works at the City's Recycling/Refuse Transfer Station. This fiscal year's budget also provides for the employment of two temporary seasonal employees assisting with maintenance of the City's flower program during the summer months.

The City's Wastewater Treatment Plant, located at 211 Grant Street, employs a superintendent and four operators. These employees operate and maintain the sewage treatment facility, sewage collection system, water pumping, water treatment and distribution systems and perform laboratory tests to ensure compliance with State and Federal regulations.

Mountain Home Cemetery is an additional budget activity where expenditures are shared with Otsego Township. The cemetery sexton and assistants are employed by Otsego Township.

Assessing, auditing, legal counsel, and inspection services are provided to the City on a contractual basis. Currently these services are being provided by the following individuals/firms:

ASSESSING SERVICES:	Appraisals Plus Group
AUDITOR:	Daniel L. Veldhuizen, C.P.A. Siegfried Crandall, P.C.
ATTORNEY:	Marshall Grate Clark Hill P.L.C.
BUILDING, ELECTRICAL MECHANICAL & PLUMBING INSPECTOR:	Professional Code Inspections of Michigan

# FIVE YEAR CAPITAL OUTLAY PLAN

Fund Planned Capital Outlay Projects & Purchases	Fiscal Year				
	2026 2027	2027 2028	2028 2029	2029 2030	2030 2031
<b>Major Street Fund</b>					
Micro-Seal Maintenance Program - Court Street	\$25,000				
Engineering for future projects	\$60,000				
North North Street			\$64,025		
North Street Bridge Rehab - Bridge Grant Michigan FY2028			\$569,826		
Farmer Street Bridge Rehab - Bridge Grant Michigan FY2028			\$249,699		
South Wilmott Street (North of Dix Street)				\$82,673	
South Wilmott Street (South of Dix Street)				\$154,322	
Watson/N Farmer - Small Urban Michigan FY2029				\$534,617	
Brookside Drive					\$85,401
<b>Total</b>	<b>\$85,000</b>	<b>\$0</b>	<b>\$883,550</b>	<b>\$771,612</b>	<b>\$85,401</b>
<b>Local Street Fund</b>					
Micro-Seal Maintenance Program	\$90,000				
Micro-Seal Maintenance Program		\$72,310			
300 and 400 West Morrell		\$2,066,000			
Micro-Seal Maintenance Program			\$74,696		
Micro-Seal Maintenance Program				\$79,092	
West Orleans				\$2,755,757	
Micro-Seal Maintenance Program					\$79,708
<b>Total</b>	<b>\$90,000</b>	<b>\$2,138,310</b>	<b>\$74,696</b>	<b>\$2,834,849</b>	<b>\$79,708</b>
<b>Capital Project Fund</b>					
Pavilion Restroom	\$800,000				
DPW Bulk Water System	\$17,000				
BS&A Software Conversion to Cloud		\$60,000			
Northside Park Skate Park		\$5,150			
Brookside Park Parking Lot & Drive			\$53,045		
Brookside Gazebo			\$14,269		
Memorial Park Pickleball Court			\$53,045		
Riverfront Trail Rehab (Farmer to Northside Park)			\$10,609		
Memorial Park Parking Lot & Drive Resurface					\$33,765
Riverfront Trail Rehab (Farmer to Wilmott Streets)				\$10,927	
Northside Park Small Pavilion Rehab/Replacement					\$5,937
Park Restroom Facility					
<b>Total</b>	<b>\$817,000</b>	<b>\$65,150</b>	<b>\$130,968</b>	<b>\$10,927</b>	<b>\$39,702</b>
<b>Equipment Replacement Fund</b>					
Police Patrol Vehicle	\$65,000				
Police Radios	\$96,000				
Police Department Traffic Camera System	\$12,000				
OPD Director Take Home Vehicle	\$35,000				
Police Dept. Patrol Vehicle		\$66,950			
Replace Election Tabulators		\$22,000			
Police Dept. Patrol Vehicle			\$68,960		
Police Dept. Network Server			\$19,630		
Police Dept. Patrol Vehicle				\$71,030	
Body Cam System				\$38,250	
Police Copier				\$6,560	
Police Dept. Carpeting					\$16,880
Police Dept. Parking Lot					\$28,140
Police Dept. Office Furniture					\$123,810
<b>Total</b>	<b>\$208,000</b>	<b>\$88,950</b>	<b>\$88,590</b>	<b>\$115,840</b>	<b>\$168,830</b>

FIVE YEAR CAPITAL OUTLAY PLAN – Cont.

Fund Planned Capital Outlay Projects & Purchases	2026	Fiscal Year				
	2027	2027	2028	2029	2030	2031
<b>Sewer Fund</b>						
Secondary recirculating pump	\$25,000					
Effluent Sampler	\$60,000					
Chlorine contact sludge valves	\$100,000					
WWTP Building Rehab for Bird Abatement	\$30,000					
Lights for Grit Pump	\$5,000					
Sewer main for West Morrell Street		\$850,370				
Sewer main for West Morrell Street - Restoration		\$637,778				
Parking Lot / Drive			\$32,880			
Sewer Main on West Orleans Street				\$1,016,900		
Sewer Main on West Orleans Street - Restoration				\$762,672		
Trickling Filter 1 (45') Rehab				\$179,000		
Sewer main for West Orleans Street						
SCADA Telemetry System Upgrade						\$334,260
Trickling Filter 2 (60') Rehab						\$303,880
Line 18" sewer main along Kalamazoo River						\$140,710
<b>Total</b>	<b>\$220,000</b>	<b>\$1,488,148</b>	<b>\$32,880</b>	<b>\$1,958,572</b>		<b>\$638,140</b>
<b>Water Fund</b>						
Radio tower for meter reading	\$120,000					
Water Tower Painting Reserves		\$50,000				
Well #7 Variable Frequency Drive		\$13,820				
Water Main on West Morrell Street		\$850,370				
Water Main on West Morrell Street - Restoration		\$637,778				
Water Main on West Orleans Street				\$1,016,900		
Water Main on West Orleans Street - Restoration				\$762,672		
Well #4 Building Roof			\$7,670			
Well #6 Building Roof			\$6,580			
South Fair Street 8" Main				\$524,210		
South Wilmott Street Main Improvements				\$524,210		
Well #7 Building Roof						\$8,510
Replace 150kW Generator						\$36,470
<b>Total</b>	<b>\$120,000</b>	<b>\$1,551,968</b>	<b>\$14,250</b>	<b>\$2,827,992</b>		<b>\$44,980</b>

FIVE YEAR CAPITAL OUTLAY PLAN – Cont.

Fund Planned Capital Outlay Projects & Purchases	2026	Fiscal Year			
	2027	2028	2029	2030	2031
<b>Motor Pool Fund</b>					
New Backhoe	\$90,000				
New Truck for Water or Director	\$50,000				
2002 GMC Snow Plow Truck w/Underbody		\$78,280			
1994 International Bucket Truck		\$51,500			
End Loader Claw Grapple (Tink)			\$16,301		
Skid Steer Concrete Breaker				\$8,742	
Radios				\$11,364	
Replace Vac/Valve Turner					\$43,895
Replace 2017 Skid Steer					\$50,648
Replace 8'-2yd salt spreader					\$9,004
Replace 2018 GMC One Ton Pickup					\$56,275
<b>Total Capital Improvements</b>	<b>\$140,000</b>	<b>\$129,780</b>	<b>\$16,301</b>	<b>\$20,106</b>	<b>\$159,822</b>
<b>Grand Total</b>	<b>\$1,680,000</b>	<b>\$5,462,306</b>	<b>\$1,241,235</b>	<b>\$8,539,898</b>	<b>\$1,216,583</b>

# CITY OF OTSEGO FEE & FINE SCHEDULE

2026 - 2027

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## TAX RATES

Operating:	10.6412
Public Safety Millage	3.8190
Solid Waste Reduction:	2.1879
<u>Fire Truck Bond Debt Millage:</u>	<u>0.0000</u>
Total:	16.6481

## BUILDING, PLUMBING AND MECHANICAL INSPECTION

Professional Code Inspections of Michigan, Inc. was appointed to provide inspection services in August of 1996. Rates are subject to fees established by the service which is located in Dorr, Michigan.

## ELECTRICAL INSPECTION

Professional Code Inspections of Michigan, Inc. was appointed to provide inspection services in May of 2000. Rates are subject to fees established by the service which is located in Dorr, Michigan.

## INVOICING RATES FOR CITY SERVICES

[Note: a 10 percent administration fee, not to exceed \$10, shall be added to all invoices to cover billing expense. Retiree health insurance and intergovernmental invoices excluded.]

### Department of Public Works Personnel

Average Hourly Rate plus Benefits:	\$ 49.2069
Overtime Hourly Rate plus Benefits:	\$ 67.2704
Double-time Hourly Rate plus Benefits:	\$ 85.6341

[Motor equipment rental charged at State equipment rental recommendations.]

## MILEAGE REIMBURSEMENT

For Use of Personal Vehicle (per mile):

Current IRS Rate

## MISCELLANEOUS FEES/LICENSES/PERMITS

### Counter Sales

City Audit, Budget, Charter, or Zoning Ordinance	\$	30.00
Copies (each):	\$	0.25
Master Plan:	\$	30.00
Municipal Standards:	\$	30.00
Voter List	\$	30.00
Voter mailing Labels (per name):	\$	0.05
Zoning Map:	\$	5.00

### Fees

Camping (nightly for up to 3 days)		
Improved Sites:	\$	30.00
Unimproved Sites (i.e. tent)	\$	20.00
Freedom of Information Response Fees:		To be established by the City Clerk in accordance with P.A. 563 of 2014
Metro Act Permit Application (set by Act 48 of 2002):	\$	500.00
Returned Payment Fees, formerly known as Non-Sufficient Check Fees		
First Occurrence (or current bank charge, if more):	\$	25.00
Subsequent Occurrence within 12 months:	\$	100.00
Notary Services (per document)		
City Resident:		Up to four (4) signatures free, then \$5
Non-resident:	\$	10.00
Tax Abatement (PA198) Applications:		The lesser of the actual processing cost, 2% of the total property taxes abated, or \$2,000. Minimum Deposit of \$1,000.
T.O.P. Riverfront Pavilion Rental		
City Resident (Includes \$100 cleaning deposit which may be refunded):	\$	150.00
Non-resident (Includes \$100 cleaning deposit which may be refunded):	\$	250.00
Non-Profit/Community Organizations – rental may be waived at discretion of city manager.		

### Licenses

Refuse Collection Service License (per calendar year):	\$	100.00
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Permits

Chicken Permits:

Original Application	\$ 100.00
Annual Renewal	\$ 50.00

Fence: \$ 25.00

Food Trucks (per calendar year): \$ 100.00

Home Occupations: \$ 30.00

Portable Storage Containers & Temporary Buildings: \$ 20.00

Residential Sales: \$ 1.00

Signs

Permanent: \$ 25.00

Temporary: \$ 15.00

Street & Right of Way Opening

1-2 (each): \$ 25.00

3 or More (each): \$ 20.00

Utility blanket annual calendar year permit: \$ 1,000.00

Transient Merchants - 30-day permit - first person \$ 100.00

Each additional representative \$ 25.00

Zoning Permits

Pools \$ 25.00

Sheds (zoning approval for those less than 120 sq. ft): \$ 25.00

Zoning Verification Letters \$ 100.00

**FIRE DEPARTMENT**

Fire Report: \$ 10.00

Emergency Response Fees (Cost Recovery)

General:

Supplies: Cost plus 20%

Personnel: Cost plus 40%

Apparatus Fees

Aerial: \$750 for the initial response, then \$250/hour

Engine: \$500 for the initial response, then \$100/hour

Tender: \$500 for the initial response, then \$100/hour

Heavy Rescue: \$500 for the initial response, then \$100/hour

Brush Truck: \$250 for the initial response, then \$50/hour

Command Vehicle: \$250 for the initial response, then \$50/hour

Medical Vehicle: \$250 for the initial response, then \$50/hour

Utility Support Vehicle: \$250 for the initial response, then \$50/hour

False Alarms in Excess of Number Allowable by Ordinance

Medical or Fire: The cost of apparatus and personnel as above, or \$100, whichever is greater.

Commercial/Residential/Burglary & Similar Alarms:

The cost of apparatus and personnel as above, or \$100, whichever is greater.

# POLICE DEPARTMENT

## Witness Fees

Per day:	\$	12.00
Per half day:	\$	6.00
Accident Reports	\$	10.00
Police Report:		
First Three Pages	\$	10.00
Each Additional Page	\$	1.00
Bicycle Licenses:	\$	1.00
Preliminary Breath Test (PBT):	\$	10.00

Emergency responses to individuals under the influence of alcoholic beverages and/or controlled substances  
(See City Code § 30-73 & 30-76)

Average police officer hourly rate plus benefits:	\$	56.1112
Average officer overtime hourly Rate plus benefits:	\$	72.6344
Police clerical hourly rate plus benefits:	\$	44.0590
Police clerical overtime rate plus benefits:	\$	59.3464
Police car hourly rate (2x State's 4x4 pickup rental rate based on value of vehicle & equipment):	\$	30.86

## Civil Infraction Fines

Unless another civil fine is expressly provided, any person determined responsible for a violation of [the Otsego City] Code [of Ordinances] which has been designated as a municipal civil infraction shall be subject to a fine of not less than \$50.00 but not to exceed \$2,500.00 and the cost of prosecution of not less than \$9.00 but not to exceed \$500. Each act of violation and every day upon which any such violation shall occur or continue shall constitute a separate violation [see City Code §1-15].

## Civil Infraction Fines set by Code

(first / second / third or more offense)

*[General Schedule of Fines - see §2-216]*

Animals	\$50/100/150
State Construction Code Violations:	\$100/\$300/\$500
Housing Code Violations:	\$100/\$300/\$500
Delivery of Personal Property after Hours	\$50/\$150/\$300
Public Nuisances	\$50/\$75/\$100
Storage of Inoperable Vehicles, Boats, Machinery:	\$50/\$150/\$300
Obstructing a Fire Hydrant:	\$100/\$300/\$500
Containers for ashes, clinkers, etc.	\$50/\$150/\$300
Unauthorized Use of Fire Hydrant:	\$50/\$150/\$500
Fire prevention code:	\$100/\$300/\$500
Open Burning:	\$50/\$150/\$300

Residential Sale Violations:	\$50/\$100/\$150
Garbage Collection:	\$50/\$100/\$300
Rubbish Collection Prohibitions:	\$50/\$100/\$300
Refuse Bins:	\$50/\$100/\$300
Snow Removal (including sidewalks):	\$50/\$100/\$300
RV Parking Violation:	\$50/\$100/\$150
Weeds:	\$50/\$75/\$100
Public Trees:	\$100/\$300/\$500
Zoning Violations:	\$100/\$300/\$500

Street & Sidewalk Violations set by City Code §66-2. Civil Infraction Fines set by City Code §74-86.

*Specific Ordinance Violations*

(first / second / third or more offense)

Bicycles, Scooters, Skates & Skateboards [§66-2]:	\$25/\$50/\$100
Parking - All Night Parking [§74-61]:	\$10/\$20/\$30
Parking - Trucks over 1.5-ton capacity [§74-63]:	\$10/\$20/\$30
Parking - Obstructing street repair [§74-64]:	\$10/\$20/\$30
Parking - Front Yard [§74-65]:	\$10/\$20/\$30

*Schedule of Parking & Standing Violations as Civil Infraction*

*Violations of the Michigan Vehicle Code (MCL 257) or the Uniform Traffic Code (R28)*

On Sidewalk (MCL 257.674(1)(a)):	\$ 10.00
In Front of Driveway (MCL 257.674(1)(b)):	\$ 10.00
On Private Property Without Consent (MCL 257.252(a)):	\$ 20.00
Within an Intersection (MCL 257.674(1)(c)):	\$ 20.00
Within 15' of Fire Hydrant (MCL 257.674(1)(d)):	\$ 20.00
On a Crosswalk (MCL 257.674(1)(e) & (R28.1438)):	\$ 10.00
Within 20' of Crosswalk or 15' of Intersection (MCL 257.674(1)(f)):	\$ 10.00
Within 75' of Posted Fire Department Entrance (MCL 257.674(l)(j)):	\$ 20.00
Double Parking (MCL 257.674 (l)(l)):	\$ 10.00
In Front of a Theater (MCL 257.674(l)(p)):	\$ 10.00
Blocking an Emergency Exit (MCL 257.674(l)(q)):	\$ 20.00
Blocking a Fire Escape (MCL 257.674(l)(r)):	\$ 20.00
No Parking Zone (MCL 257.674(l)(w)):	\$ 10.00
Displaying Vehicle for Sale in Street (R28.1814(a)):	\$ 10.00
In a Loading Zone (MCL 257.674(l)(w)):	\$ 10.00
Bus Stand Violation (R28.1820):	\$ 10.00
Failure to Set Brakes (MCL 257.676):	\$ 10.00
Parked on Grade, Wheels Not to Curb (MCL 257.676):	\$ 10.00
Bicycles Parked on Sidewalk (R28.1617):	\$ 10.00
Vehicle Left Unattended - Keys in Ignition (R28.1458):	\$ 20.00
In a Handicapped Zone (MCL 257.674(l)(s)):	\$ 100.00
Parking Against Traffic (R28.1801):	\$ 10.00

Parking in an Alley (R28.1813):	\$ 10.00
Parking - Prohibited Zone (MCL 257.674(l)(w)):	\$ 10.00
Parking - Tow Away Zone (MCL 257.674(l)(w)):	\$ 10.00
Parking - Obstructing Fire Hydrant or fire Lane (MCL 257.674(l)(d), 257.674(l)(w)):	\$ 100.00

(Above civil fines are doubled for second violation in one year, tripled for third violation in one year.)

## RENTAL LICENSING AND INSPECTION FEES

### Licensing:

Single Family Dwelling:	\$50.00
Duplex/Two Family Dwelling:	\$75.00
Multiple Unit Dwellings:	\$75 per building and \$10.00 per unit

### Inspections:

Per Dwelling:	\$100.00 (Duplex: \$200.00; building with 10 units: \$1,000.00)
Re-inspection fees:	\$75.00 per occurrence *missed appointments/incomplete repair

**Multiple Units Inspection Schedule:** A residential complex with four (4) or more rental units shall have a minimum of twenty five percent (25%) of the units inspected during an inspection cycle. If no deficiencies or violations of the property maintenance are observed, no further inspections of the complex will be required during that inspection cycle. If deficiencies or violations are observed the City inspector may at their discretion inspect all rental units in the complex.

**Minor deficiencies or violations:** If correction of a deficiency or violation is estimated to cost less than \$200 the City inspector may at their discretion, permit the owner to file an affidavit certifying correction of the deficiency or violation thereby eliminating the need for a compliance (additional) inspection.

**New Construction:** Newly constructed or renovated dwellings which have been inspected and granted an Occupancy Permit are required to register with the City. At the discretion of the City inspector, the dwelling may not require inspections for (5) years, unless a complaint is received or a violation is observed.

## SEWER RATES (see City Code § 78-161)

New Account Set-up Fee:	\$ 10.00
New Construction Connections	
Tap-in Fee:	\$ 2,500.00
(Tap to be performed by licensed contractor, at owner's expense, under City supervision)	
Street Repair (if necessary):	Time & Materials

Commodity Charges per 1,000 Gallons Water Used

City Residential:	\$ 10.24
City Residential - sewer only (18,000 gallons/quarter):	\$ 184.32
Commercial:	\$ 10.24
Industrial:	\$ 10.85

Quarterly Readiness to Serve Fee Structure

5/8 Inch to 3/4 Inch Meter:	\$ 58.39
1.0 Inch Meter:	\$ 145.98
1.5 Inch Meter:	\$ 291.95
2.0 Inch Meter:	\$ 467.12
3.0 Inch Meter:	\$ 934.24
4.0 Inch Meter:	\$ 1,459.75
6.0 Inch Meter:	\$ 2,919.50
8.0 Inch Meter:	\$ 4,671.20

**WATER RATES** (see City Code § 78-332)

New Account Set-up Fee:	\$ 10.00
New Construction Connection Tap-in Fee to Existing Service or Shutoff	
5/8" or 3/4" Meter and Yoke Supplied by City:	\$ 2,000.00
Meters Larger than 3/4":	\$2,000 + Time & Materials
Tap-in Fee to Water Main:	\$2,000 + Time & Materials
Street Repair (if necessary):	Time &
Materials	
Second Meters for Water Only (or current City cost – City retains ownership)	\$ 352.00
(3/4" meter, horn mounting fixture and reading device)	
Rental Meters for multi-unit dwellings with one service line	\$ 735.00
(3/4" Ally meter, horn mounting fixture and reading device)	
Water Turn-on/off	
Delinquent Accounts:	\$ 20.00
Inactive Accounts (vacation, etc.):	No Charge
Bulk/Contractor Water Sales per load:	\$25.00 + \$4.83/1,000 gallons (\$20 minimum)
(30 min labor to nearest dollar + rate/1000 gallons = commodity + 50 cents)	
Deposits for Rentals Where Lessee Assumes Responsibility (average total quarterly bill):	\$ 366.94

Commodity Charges per 1,000 Gallons Water Used

City Residential:	\$ 4.33
Commercial:	\$ 4.33
Industrial:	\$ 4.33

Quarterly Readiness to Serve Fee Structure

5/8 Inch to 3/4 Inch Meter:	\$ 41.87
1.0 Inch Meter:	\$ 104.68
1.5 Inch Meter:	\$ 209.35
2.0 Inch Meter:	\$ 334.96
3.0 Inch Meter:	\$ 669.92
4.0 Inch Meter:	\$ 1,046.75
6.0 Inch Meter:	\$ 2,093.50
8.0 Inch Meter:	\$ 3,349.60

Fire Suppression Quarterly Readiness to Serve:

0.75 Inch Line	\$ 26.53
2.00 Inch Line:	\$ 70.69
2.50 Inch Line:	\$ 88.37
3.00 Inch Line:	\$ 106.04
4.00 Inch Line:	\$ 141.41
6.00 Inch Line:	\$ 212.08
8.00 Inch Line:	\$ 282.82

**ZONING**

Site plan reviews, special land uses, re-zonings, plat approvals, site condominiums, private road approvals, variance and interpretation proceedings before the zoning board of appeals are subject to an escrow fund requirement from which time and materials for the action will be deducted. Escrow fees for each application are in \$500 increments, beginning with an initial \$1,000 deposit to the city clerk. Additional deposits of \$500 are required when the existing escrow drops to a level of less than \$500. Monies remaining in the escrow after application processing, review and final disposition shall be returned to the applicant. If the matter is minor and likely not to require outside review, the required fee/escrow may be reduced at the discretion of the zoning administrator.

# GENERAL FUND 101

## SUMMARY OF REVENUES & APPROPRIATIONS 2026 - 2027 BUDGET

### ESTIMATED REVENUES

PROPERTY TAXES (TAX, ADMIN, PENALTY & INTEREST)	\$ 1,454,197	
LOCAL COMMUNITY STABILIZATION FUND	\$ 450,000	
STATE SHARED REVENUE	\$ 515,276	
OTHER REVENUE	\$ 72,710	
<u>TRANSFERS IN &amp; OTHER FINANCING SOURCES</u>	<u>\$ 0</u>	
TOTAL ESTIMATED REVENUES		\$2,492,183

### APPROPRIATIONS

CITY COMMISSION	\$ 30,671	
CITY MANAGER	\$ 135,868	
CITY CLERK	\$ 94,808	
BOARD OF REVIEW	\$ 1,515	
CITY TREASURER/FINANCE DIRECTOR	\$ 216,142	
ASSESSING	\$ 44,771	
ELECTIONS	\$ 70,708	
CITY HALL BUILDING & GROUNDS	\$ 72,842	
DEPARTMENT OF PUBLIC WORKS	\$ 92,744	
GENERAL SERVICES	\$ 344,601	
CEMETERY SERVICES	\$ 78,000	
AMBULANCE SERVICES	\$ 11,343	
PLANNING COMMISSION	\$ 2,800	
ECONOMIC DEVELOPMENT	\$ 37,213	
PARKS & RECREATION	\$ 242,008	
CAPITAL OUTLAY	\$ 0	
<u>TRANSFERS OUT &amp; FINANCING USES</u>	<u>\$ 1,000,000</u>	
TOTAL APPROPRIATIONS		\$2,476,034

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GENERAL FUND 101

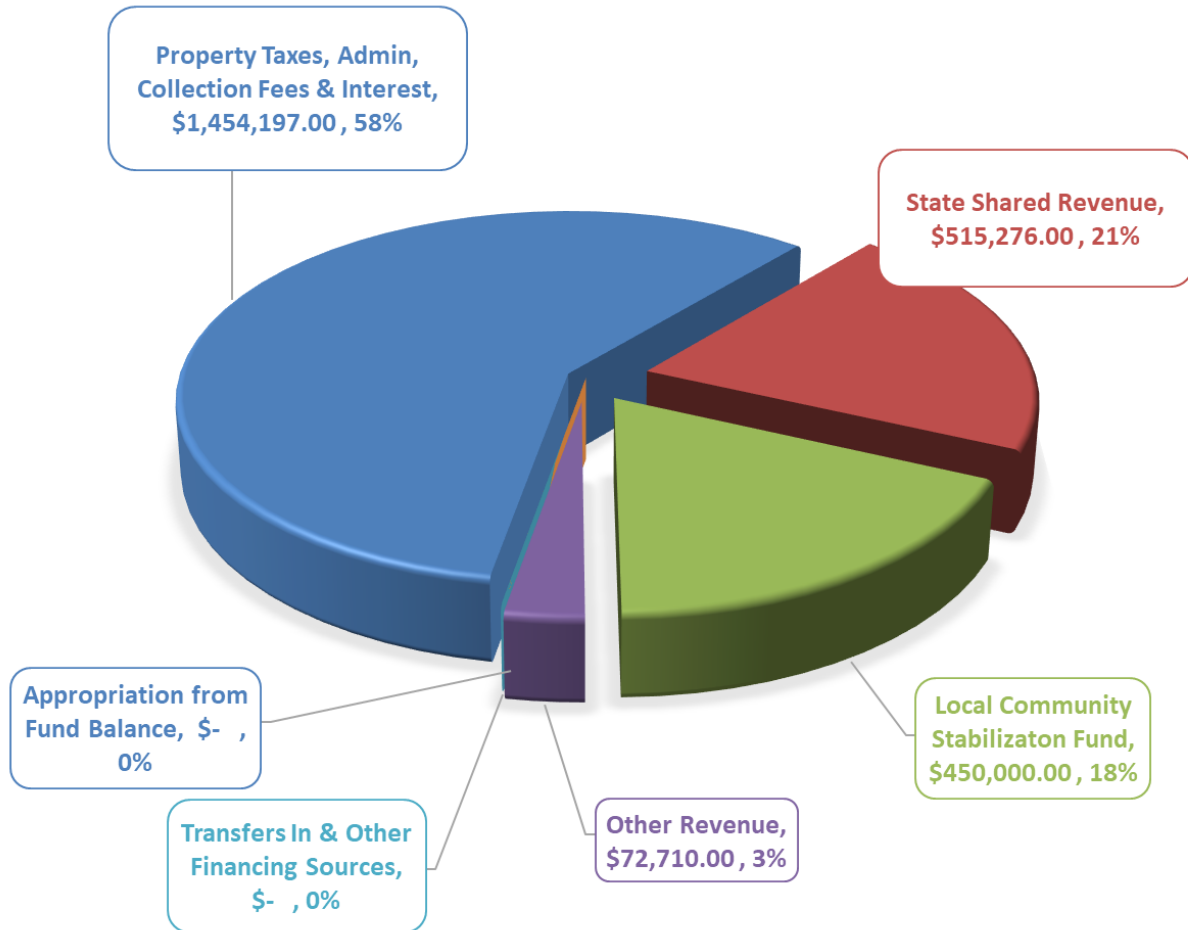
SUMMARY OF REVENUES & APPROPRIATIONS

2026 - 2027 BUDGET

(CONTINUED)

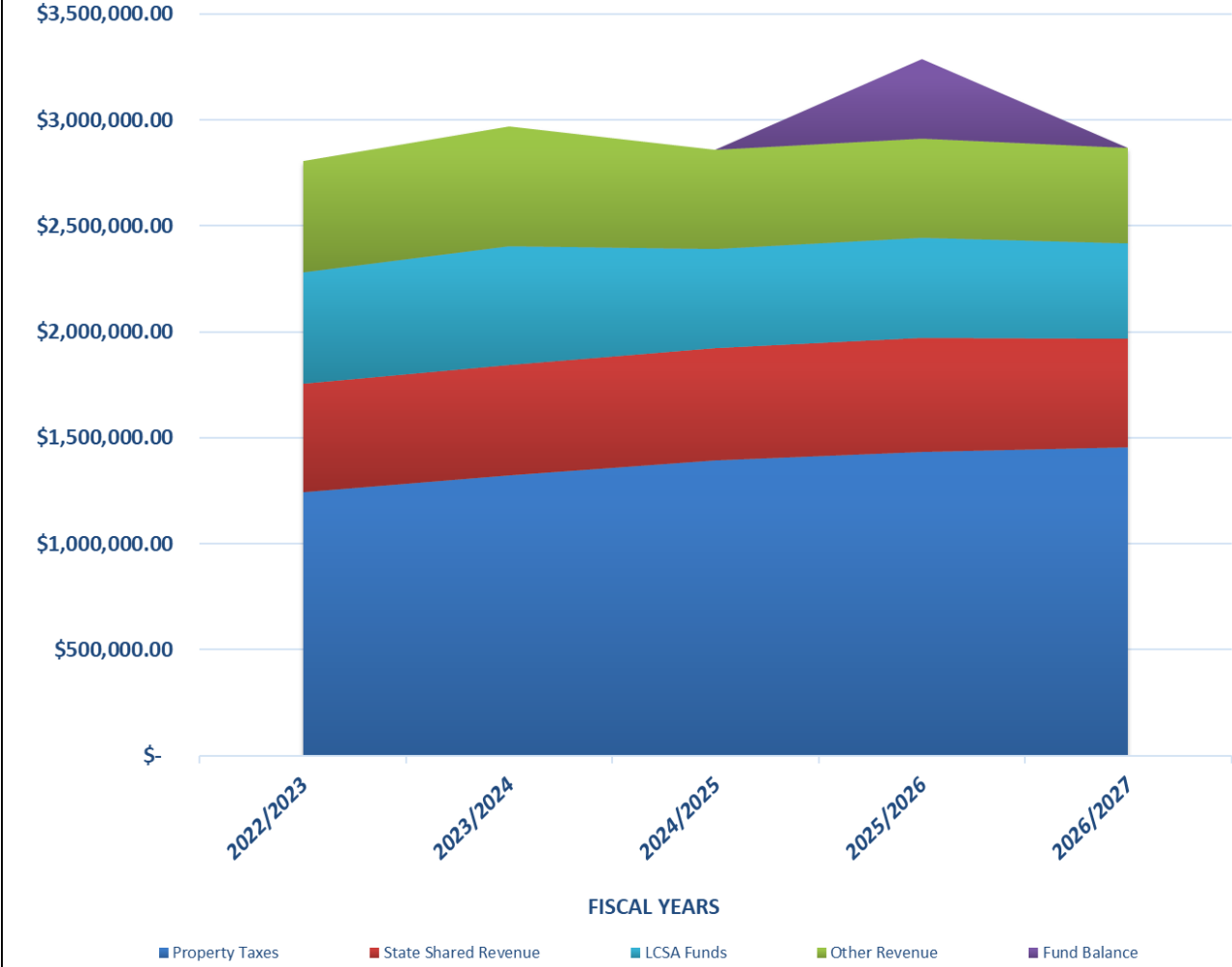
NET CHANGES IN FUND BALANCES	\$ 16,149
PROJECTED BEGINNING FUND BALANCES	\$1,139,263
PROJECTED ENDING FUND BALANCES	\$1,155,412

### CITY OF OTSEGO GENERAL FUND SOURCES OF FUNDS PROJECTION



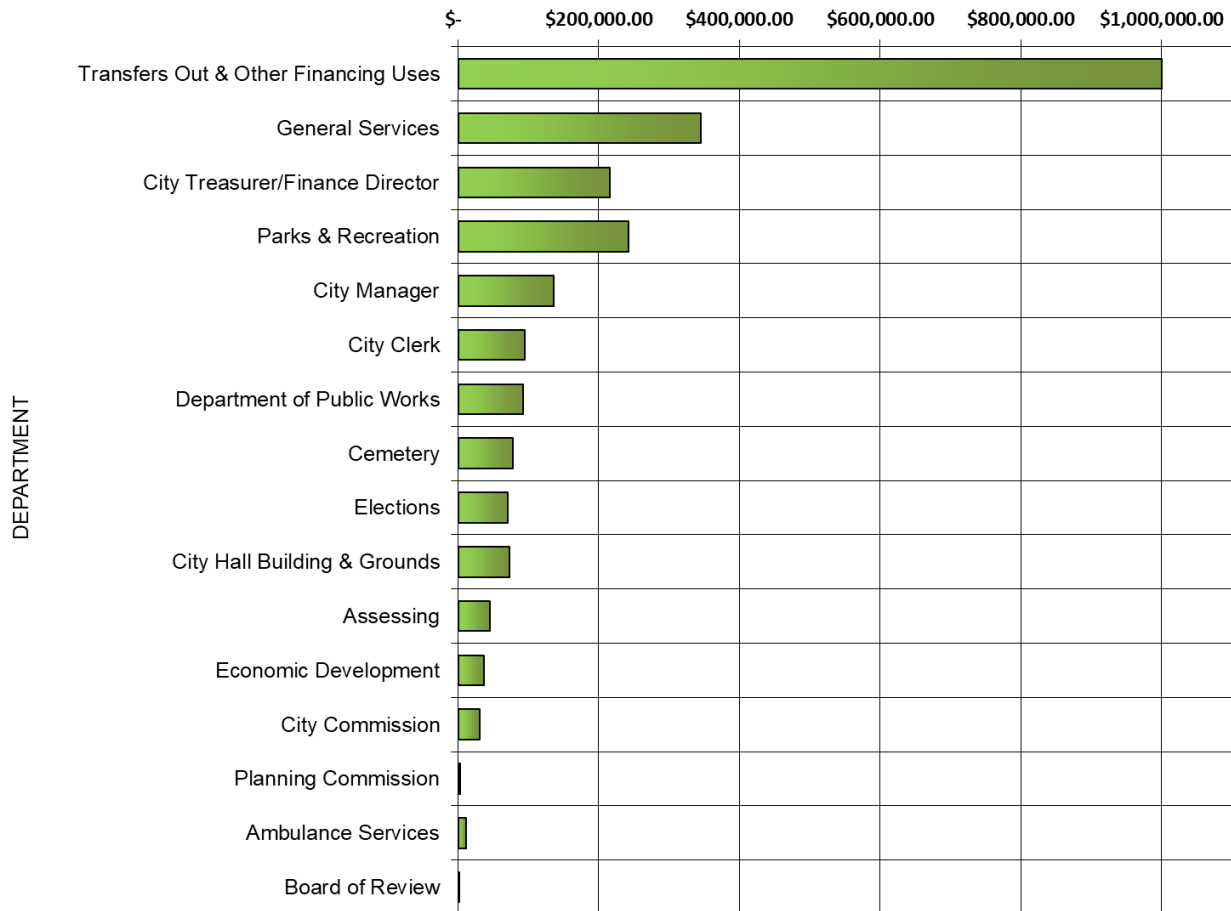
Property taxes continue to comprise the bulk of General Fund Revenues. State Shared Revenue makes up the second largest segment and is generated from sales, income and business taxes. Local Community Stabilization Authority (LCSA) Funds makes up the third largest segment of funds received and consists of payments from a legally separate State entity which endeavors to replace local tax dollars lost from the phasing out of personal property taxes. Other revenue consists of grant funds, miscellaneous licenses, charges for services and interest. No appropriation from fund balance is projected to be necessary this year.

### GENERAL FUND SOURCES TREND FOR PAST FIVE FISCAL YEARS



The total revenue for 2025 - 2026 showed use of reserves (fund balance) is necessary to balance revenues to appropriations. Tax revenues and state shared revenues show modest increases. No such use of reserves is anticipated in the 2026 - 2027 budget.

## GENERAL FUND APPROPRIATIONS BY ACTIVITY



The General Fund Recommendation by Activity side bar graph depicts the respective shares of General Fund activities to the total General Fund budget. Transfers Out continues to be the largest activity, with the majority of the transfers being a subsidy to the Public Safety Fund. On the other end of the spectrum, the Planning Commission and Board of Review has such a minimal budget that the small amount is barely indicated on the above graph. Capital improvements are appropriated in the Capital Projects and Equipment & Replacement Funds.

## UNASSIGNED FUND BALANCE

Unassigned fund balance is made up of surplus revenues which exceed the fiscal year's operating expenditures which may be set aside for future use. The administration maintains a goal to build and hold a minimum unassigned general fund balance equivalent to two months (16.7 percent) of the current operating expenditures. This balance will only be used during periods of revenue shortages, or large unpredicted expenditures that cannot be absorbed within the current budget. An ideal fund balance is one that will permit the City to operate during times of emergency for a three-month period (25 percent) with no reduction in services.

The amounts shown below were taken from the city's audited financial statements at the end of each fiscal year. *[Note: Operating expense includes operating subsidy to Public Safety Fund.]*

<b>Fiscal Year</b>	<b>Operating Expense</b>	<b>Unassigned Fund Balance</b>	<b>Percent of Operating</b>
2024-2025	\$2,385,736	\$1,480,328	62.05%
2023-2024	\$2,141,002	\$1,424,536	66.54%
2022-2023	\$2,063,751	\$1,105,832	53.58%
2021-2022	\$2,000,459	\$659,102	32.95%
2020-2021	\$1,839,074	\$684,833	37.24%
2019-2020	\$1,895,960	\$941,524	49.66%
2018-2019	\$2,019,139	\$742,850	36.79%
2017-2018	\$1,928,438	\$746,103	38.69%
2016-2017	\$2,311,944	\$927,886	40.13%
2015-2016	\$1,968,397	\$554,351	28.16%
2014-2015	\$1,956,440	\$579,250	29.61%
2013-2014	\$1,904,885	\$300,314	15.77%
2012-2013	\$1,897,287	\$328,506	17.31%
2011-2012	\$1,845,420	\$316,185	17.13%
2010-2011	\$1,966,038	\$298,673	15.19%
2009-2010	\$2,032,055	\$220,800	10.87%
2008-2009	\$2,116,714	\$317,346	14.99%

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
ESTIMATED REVENUES  
Dept 000 - REVENUE & BALANCE SHEET ACCTS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-000-402.000	REAL PROPERTY TAXES	1,246,873	1,268,067	1,291,917	1,303,238	35,171	2.77
101-000-410.000	PERSONAL PROPERTY TAXES	43,232	42,683	42,683	46,378	3,695	8.66
101-000-411.000	PRIOR YEAR REAL PROPERTY TAXES	0	0	(952)	0	0	0.00
101-000-412.000	PRIOR YEAR PERSONAL PROPERTY TAXES	0	0	12	0	0	0.00
101-000-437.100	IFT REAL PROPERTY TAXES	32,140	32,609	32,609	33,581	972	2.98
101-000-437.200	IFT PERSONAL PROPERTY TAXES	0	0	0	0	0	0.00
101-000-445.000	PENALTIES & INTEREST ON TAXES	9,062	6,200	7,826	7,000	800	12.90
101-000-447.000	PROPERTY TAX ADMINISTRATION FEE	60,361	61,823	60,199	64,000	2,177	3.52
101-000-476.000	BUSINESS LICENSES & PERMITS	580	500	645	0	(500)	(100.00)
101-000-477.000	CABLE TV FRANCHISE FEES	38,969	37,600	34,372	30,000	(7,600)	(20.21)
101-000-478.000	REFUSE COLLECTION LICENSE	200	200	0	0	(200)	(100.00)
101-000-481.000	RENTAL UNIT LICENSE FEES	0	0	0	0	0	0.00
101-000-493.000	FENCE PERMITS	410	250	250	250	0	0.00
101-000-494.000	STREET OPENING PERMITS	3,175	2,500	2,500	2,500	0	0.00
101-000-495.000	YARD SALE PERMITS	55	60	60	60	0	0.00
101-000-497.000	SIGN PERMITS	50	100	100	100	0	0.00
101-000-498.000	MISC. NON-BUSINESS LICENSES	6	5	205	100	95	1,900.00
101-000-566.000	STATE GRANTS - RECREATION & CULTURE	0	0	0	0	0	0.00
101-000-569.000	STATE GRANTS - OTHER	1,417	300,000	271,602	0	(300,000)	(100.00)
101-000-569.253	STATE GRANTS - SBTE REIMBURSEMENT	0	0	1,678	1,000	1,000	0.00
101-000-569.262	STATE GRANTS - ELECTIONS	0	0	0	0	0	0.00
101-000-573.000	LOCAL COMM STABILIZATION SHARE	468,977	470,000	470,000	450,000	(20,000)	(4.26)
101-000-574.001	STATE SHARED REVENUE - CONSTITUTIONAL	447,813	450,605	457,752	431,154	(19,451)	(4.32)
101-000-574.002	STATE SHARED REVENUE - CVTRS/STATUTORY	81,843	75,953	73,032	75,282	(671)	(0.88)
101-000-574.003	STATE SHARED REVENUE - CVTRS-CLFRF	118	8,662	8,840	8,840	178	2.05
101-000-619.000	IFT APPLICATION FEES	0	0	0	0	0	0.00
101-000-620.000	ZONING & LAND MGMT FEES	677	600	600	600	0	0.00
101-000-626.001	NOTARY FEES	55	100	110	100	0	0.00
101-000-626.002	CITY LABOR & MATERIALS	1,877	0	956	0	0	0.00
101-000-626.215	CHARGES FOR SERVICE - CLERK'S OFFICE	0	0	254	200	200	0.00
101-000-626.253	CHARGES FOR SERVICE - TREASURER	0	0	451	400	400	0.00
101-000-626.262	CITY LABOR CHARGES - ELECTION SERVICES	18,492	0	0	0	0	0.00
101-000-642.000	COUNTER SALES	262	100	3	0	(100)	(100.00)
101-000-651.001	PARK USER FEES	550	500	500	400	(100)	(20.00)
101-000-651.002	PARK CAMPING FEES	1,110	1,500	1,000	1,000	(500)	(33.33)
101-000-665.000	INTEREST	81,543	35,000	67,500	36,000	1,000	2.86
101-000-674.000	CONTRIBUTIONS -	0	0	50	0	0	0.00
101-000-674.751	CONTRIBUTIONS TO PARKS	0	0	0	0	0	0.00
101-000-676.000	REIMBURSEMENTS	0	0	0	0	0	0.00
101-000-684.000	MISCELLANEOUS REVENUE	4,301	0	23	0	0	0.00
101-000-687.000	REFUNDS/REBATES	3,606	0	1,635	0	0	0.00
101-000-689.000	CASH OVER OR SHORT	24	0	100	0	0	0.00
101-000-698.000	BOND OR INSURANCE RECOVERIES	0	0	0	0	0	0.00
Totals for dept 000 - REVENUE & BALANCE SHEET ACCTS		2,547,778	2,795,617	2,828,512	2,492,183	(303,434)	(10.85)

# GENERAL FUND 101

## REVENUE ACCOUNTS

### ACTIVITY 000

### 2026 - 2027 BUDGET

PROPERTY TAX CALCULATION - tax revenues are based upon an operating millage of 10.6412 mills. The City's 12.5000 millage allowed by charter has been reduced by the Headlee Amendment to the State Constitution. The millage reduction can only be restored by voter approval.

[Note: New industrial facilities tax abatements (IFT's) are calculated at one-half of the respective millage rates. Rehabilitation IFT's have their original taxable value frozen but are taxed at the full rate. In addition, P.A. 8 of 2010 freezes the taxable value and the millage rate on senior/disabled housing (Baraga Manor) at 2008 values.

<u>AD VALOREM PARCELS</u>	<u>TAXABLE VALUE</u>	<u>INDUSTRIAL TAX ABATEMENTS</u>	<u>TAXABLE VALUE</u>
Real Property	\$ 125,733,086	IFT - Real Rehab	\$ 0 (Frozen TV, full millage)
Personal Property	\$ 4,356,600	IFT - Real New	\$ 6,308,899 (1/2 millage rate)
<u>Total Ad Valorem</u>	<u>\$ 130,089,686</u>	<u>Total IFTs</u>	<u>\$ 6,308,899</u>

Effective Taxable Value at full rate: \$ 133,244,136

- 402.000 REAL PROPERTY TAXES - tax revenues based upon the available ad valorem real property taxable value and the general operating millage rate.
- 410.000 PERSONAL PROPERTY TAXES - tax revenues based upon the available ad valorem personal property taxable value and the general operating millage rate.
- 411.000 PRIOR YEAR REAL PROPERTY TAXES - reflects general operating tax revenues on real property due to events such as Michigan Tax Tribunal Rulings affecting specific property taxable values for one or more prior years.
- 412.000 PRIOR YEAR PERSONAL PROPERTY TAXES - reflects general operating tax revenues on personal property due to events such as Michigan Tax Tribunal Rulings affecting specific property taxable values for one or more prior years.
- 437.100 IFT REAL PROPERTY TAXES - tax revenues based upon the available tax abated real property taxable value and one-half of the general operating rate.
- 437.200 IFT PERSONAL PROPERTY TAXES - tax revenues based upon the available tax abated personal property taxable value and one-half of the general operating millage rate.

GENERAL FUND ESTIMATED REVENUES 101-000 - Cont.

- 445.000 PENALTIES & INTEREST ON TAXES - fees assessed on delinquent taxes (2% Summer Tax Collection Fee, 4% Winter Tax Collection Fee and 1/2% monthly interest penalty on delinquent City taxes).
- 447.000 PROPERTY TAX ADMINISTRATION FEE - a one percent administration fee is levied in accordance with M.C.L. 211.44 to offset expenditures involved with assessing, tax collection and tax tribunal appeals.
- 476.000 BUSINESS LICENSES & PERMITS - reflects business and transient merchant license application fees.
- 477.000 CABLE T.V. FRANCHISE FEES - annual fee which authorizes the maintenance and improvement of cable television service to City residents (5% of gross sales).
- 478.000 REFUSE COLLECTION LICENSE - records licenses to refuse collection companies servicing the community.
- 481.000 RENTAL UNIT LICENSE FEES – moved to the Public Safety Fund Building Inspection Department beginning with fiscal year 2024-2025.
- 493.000 FENCE PERMITS – records permits for fences according to the zoning ordinance.
- 494.000 STREET OPENING PERMITS - fees which provide for the marking of underground utilities prior to work being done in the curb-lawn or street.
- 495.000 YARD SALE PERMITS - each residence may apply for two three-day permits each year.
- 497.000 SIGN PERMITS – records permits issued for signs according to the zoning ordinance.
- 498.000 MISC. NON-BUSINESS LICENSES - records licenses to use sidewalks for special events and other non-specified licenses.
- 566.000 STATE GRANTS - CULTURE AND RECREATION GRANTS - identifies grants received from the State of Michigan for recreational programs and/or facilities.
- 569.000 STATE GRANTS - OTHER - records grant revenues from the State of Michigan not otherwise identified.
- 569.253 STATE GRANTS – SBTE – records state shared revenue for Small Business Tax Exemption tax parcels. New revenue source as of Fiscal Year 2025/2026.

GENERAL FUND ESTIMATED REVENUES 101-000 - Cont.

- 569.262 STATE GRANTS – ELECTIONS – reports monies received from the State of Michigan for election administration.
- 573.000 LOCAL COMMUNITY STABILIZATION SHARE APPROPRIATION – records funds received from the Local Community Stabilization Authority as personal property taxes are phased out.
- 574.001 STATE SHARED REVENUE - CONSTITUTIONAL - records State Shared Revenues that are constitutionally protected.
- 574.002 STATE SHARED REVENUE – CVTRS/STATUTORY - revenue sharing based upon the City's compliance with the State's City, Village and Township Revenue Sharing program.
- 574.003 STATE SHARED REVENUE – CVTRS/OTHER - revenue sharing based upon the City's compliance with the State's City, Village and Township Revenue Sharing program.
- 619.000 IFT APPLICATION FEES – reflects application fees to initiate proceedings for Industrial Facilities Tax Abatements.
- 620.000 ZONING & LAND MANAGEMENT FEES – reflects fees for variance requests, site plan reviews, construction board of appeals, zoning amendments and special use permits.
- 626.001 NOTARY FEES - fees collect for providing notary services.
- 626.002 CITY LABOR & MATERIALS - charges for City labor outside normal scope of services. Charges are based upon employee wages, fringe benefits, materials and motor equipment used.
- 626.215 CHARGES FOR SERVICE – CLERK'S OFFICE – records fees charged for Clerk's Office services.
- 626.253 CHARGES FOR SERVICE – TREASURER – records fees charged for Treasurer's Office services.
- 626.262 CITY LABOR CHARGES - ELECTION SERVICES - records revenues reimbursed by other organizations such as the public schools or district library for their share of the cost to administer the elections they are participating in.
- 642.000 COUNTER SALES - charges for miscellaneous copies and the sale of audits, budgets, codes, etc.
- 651.001 PARK USER FEES - revenues received from sport organizations for use of park facilities. These revenues help offset the additional maintenance expense involved to prepare the park for use by the various organizations.
- 651.002 PARK CAMPING FEES - fees collected for the use of campsites at Brookside Park.

GENERAL FUND ESTIMATED REVENUES 101-000 - Cont.

665.000 INTEREST – records interest earned on deposits at approved financial institutions.

674.000 CONTRIBUTIONS - records unspecified donations and charitable contributions.

674.751 CONTRIBUTIONS TO PARKS - identifies donations made for the purchase of park equipment.

676.000 REIMBURSEMENTS – records repayment of unexpected expenses paid for another customer or entity.

684.000 MISCELLANEOUS REVENUE - witness fees and other non-specified revenues.

687.000 REFUNDS/REBATES - records sales incentives or buying discounts paid retrospectively from a prior fiscal year or the repayment of funds for goods and/or services paid in a prior fiscal year.

689.000 CASH SHORT/OVER - balances the cash register when untraceable errors occur.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
ESTIMATED REVENUES  
Dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-931-693.000	SALE OF CAPITAL ASSETS (GOVERNMENTAL)	600	0	15,000	0	0	0.00
101-931-698.000	BOND OR INSURANCE RECOVERIES	0	0	50,000	0	0	0.00
Totals for dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES		600	0	65,000	0	0	0.00
TOTAL ESTIMATED REVENUES		2,548,378	2,795,617	2,893,512	2,492,183	(303,434)	(10.85)

GENERAL FUND 101

TRANSFERS IN & OTHER FINANCING SOURCES

ACTIVITY 931

2026 - 2027 BUDGET

693.000 SALE OF CAPITAL ASSETS (GOVERNMENTAL) - records revenues received the sale of assets owned by the fund.

698.000 BOND OR INSURANCE RECOVERIES - amounts received from bond or insurance claims.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 101 - CITY COMMISSION

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-101-704.100	CITY COMMISSIONER COMPENSATION	10,100	10,800	10,800	10,800	0	0.00
101-101-710.000	FICA PAYROLL TAX	773	826	826	826	0	0.00
101-101-716.000	WORKERS COMPENSATION INSURANCE	33	36	36	0	(36)	(100.00)
101-101-727.000	OFFICE SUPPLIES	42	200	200	200	0	0.00
101-101-760.000	MINOR EQUIPMENT PURCHASES	0	0	0	0	0	0.00
101-101-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0	200	200	200	0	0.00
101-101-806.000	COMPUTER SERVICES	93	100	100	100	0	0.00
101-101-810.000	LEGAL SERVICES	0	2,000	2,500	2,500	500	25.00
101-101-812.000	WEB SITE SERVICES	0	0	0	0	0	0.00
101-101-820.000	SERVICE AGREEMENTS	2,448	2,600	3,095	3,500	900	34.62
101-101-850.000	TELEPHONE SERVICE	0	0	0	0	0	0.00
101-101-851.000	POSTAGE	17	1,000	1,000	1,000	0	0.00
101-101-860.000	TRANSPORTATION, LODGING & MEALS	4,387	4,400	2,000	2,000	(2,400)	(54.55)
101-101-880.000	COMMUNITY PROMOTION	2,528	3,000	3,000	3,000	0	0.00
101-101-900.000	PRINTING & PUBLISHING	774	2,000	2,000	2,000	0	0.00
101-101-902.000	COPY CHARGES	598	1,000	1,000	1,000	0	0.00
101-101-931.000	EQUIPMENT REPAIRS	0	0	0	0	0	0.00
101-101-955.000	MEMBERSHIPS / DUES	1,717	1,800	1,800	1,800	0	0.00
101-101-956.000	CONFERENCES & TRAINING PROGRAMS	0	1,500	1,500	1,500	0	0.00
101-101-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	187	215	215	245	30	13.95
Totals for dept 101 - CITY COMMISSION		23,697	31,677	30,272	30,671	(1,006)	(3.18)

# GENERAL FUND 101

## CITY COMMISSION

### ACTIVITY 101

#### 2026 - 2027 BUDGET

- 704.100 COMMISSIONER COMPENSATION - the yearly compensation of the mayor at \$2,800 and each of four commissioners at \$2,050.
- 710.000 FICA PAYROLL TAX – reflects the City’s share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.
- 716.000 WORKERS COMPENSATION INSURANCE – reflects the City’s payment of workers’ compensation insurance which provides benefits to employees injured on the job.
- 727.000 OFFICE SUPPLIES - provides general office supplies.
- 760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.
- 801.000 PROFESSIONAL & CONTRACTUAL SERVICES - provides funding for special contracts/projects.
- 806.000 COMPUTER SERVICES – provides for maintenance and programming services to PCs and the department’s respective share of file servers and e-mail systems on a pro-rated basis.
- 810.000 LEGAL SERVICES– provides legal service in various areas such as city ordinances, human resource management, zoning, etc.
- 812.000 WEB SITE SERVICES - provides funds to maintain and update information related to this activity on the City’s Internet web site.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.
- 850.000 TELEPHONE SERVICE - provides telephone services.
- 851.000 POSTAGE- records postage machine rental, postage and/or shipping expenditures.
- 860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures for the mayor and commissioners in connection with City business.

- 880.000 COMMUNITY PROMOTION - special community promotional projects and participation in Mayor's Exchange Day.
- 900.000 PRINTING & PUBLISHING - publication of city commission minutes, notices of special meetings, publication of ordinances, etc. in local newspapers.
- 902.000 COPY CHARGES - reflects a portion of city hall copier charges.
- 931.000 EQUIPMENT REPAIRS - provides maintenance to equipment used by the city commission.
- 955.000 MEMBERSHIPS / DUES - memberships include the following: Michigan Association of Mayors, Michigan Municipal League (16%), and National League of Cities (16%).
- 956.000 CONFERENCES & TRAINING PROGRAMS- records expenditures necessary to attend conferences, seminars and training sessions directly related to the city commission.
- 960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides public official's errors and omissions insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 172 - CITY MANAGER

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-172-702.001	SALARY - CITY MANAGER	60,773	62,372	62,372	70,896	8,524	13.67
101-172-710.000	FICA PAYROLL TAX	4,309	4,771	4,771	5,424	653	13.69
101-172-712.000	HEALTH INSURANCE	12,182	12,401	12,401	12,514	113	0.91
101-172-713.000	LIFE INSURANCE	69	75	100	75	0	0.00
101-172-714.000	RETIREMENT PLAN CONTRIBUTIONS	6,065	6,225	6,225	6,393	168	2.70
101-172-715.000	DISABILITY INSURANCE	217	255	255	262	7	2.75
101-172-716.000	WORKERS COMPENSATION INSURANCE	140	157	157	180	23	14.65
101-172-723.000	TUITION REIMB CM	0	0	10,000	0	0	0.00
101-172-725.000	EMPLOYEE ASSISTANCE PROGRAM	14	15	15	15	0	0.00
101-172-727.000	OFFICE SUPPLIES	283	500	500	500	0	0.00
101-172-760.000	MINOR EQUIPMENT PURCHASES	0	0	0	0	0	0.00
101-172-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	713	355,500	355,500	2,000	(353,500)	(99.44)
101-172-806.000	COMPUTER SERVICES	1,200	1,400	1,400	1,400	0	0.00
101-172-810.000	LEGAL SERVICES	26,000	30,000	30,000	30,000	0	0.00
101-172-820.000	SERVICE AGREEMENTS	50	100	300	400	300	300.00
101-172-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
101-172-850.000	TELEPHONE SERVICE	558	550	650	600	50	9.09
101-172-851.000	POSTAGE	51	50	50	50	0	0.00
101-172-852.000	MISC COMM/INTERNET	173	160	160	160	0	0.00
101-172-860.000	TRANSPORTATION, LODGING & MEALS	367	650	650	650	0	0.00
101-172-902.000	COPY CHARGES	60	100	100	100	0	0.00
101-172-931.000	EQUIPMENT REPAIRS	0	0	0	0	0	0.00
101-172-955.000	MEMBERSHIPS / DUES	1,303	1,450	1,450	1,600	150	10.34
101-172-956.000	CONFERENCES & TRAINING PROGRAMS	0	650	1,337	1,500	850	130.77
101-172-958.000	SUBSCRIPTIONS & PUBLICATIONS	40	50	50	60	10	20.00
101-172-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	947	1,089	1,089	1,089	0	0.00
Totals for dept 172 - CITY MANAGER		115,514	478,520	489,532	135,868	(342,652)	(71.61)

# GENERAL FUND 101

## CITY MANAGER

### ACTIVITY 172

#### 2026 - 2027 BUDGET

702.001 SALARY - CITY MANAGER - provides 50 percent of the city manager's salary.

710.000 FICA PAYROLL TAX – reflects the City’s share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.

712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.

713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.

714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.

715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.

716.000 WORKERS COMPENSATION INSURANCE – reflects the City’s payment of workers’ compensation insurance which provides benefits to employees injured on the job.

725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.

727.000 OFFICE SUPPLIES - provides general office supplies.

760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.

801.000 PROFESSIONAL & CONTRACTUAL SERVICES - provides funding for special contracts/projects of the city manager.

806.000 COMPUTER SERVICES – provides for maintenance and programming services to PCs and the department’s respective share of file servers and e-mail systems on a pro-rated basis.

- 810.000 LEGAL SERVICES– provides legal services for this activity.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.
- 850.000 TELEPHONE SERVICE - provides telephone services.
- 851.000 POSTAGE- records postage machine rental, postage and/or shipping expenditures.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures for the city manager in connection with City business.
- 902.000 COPY CHARGES - reflects one-half of the city hall copier charges.
- 931.000 EQUIPMENT REPAIRS– provides maintenance to the manager's office equipment and personal computers which are not covered by service agreements.
- 955.000 MEMBERSHIPS / DUES - memberships include the following: International City/County Management Association and West Michigan Management Association.
- 956.000 CONFERENCES & TRAINING PROGRAMS- records expenditures necessary to attend conferences, seminars and training sessions directly related to the department's activities.
- 958.000 SUBSCRIPTIONS– provides subscriptions to the "Allegan News and Gazette", the "Union Enterprise," and other beneficial publications.
- 960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 215 - CITY CLERK

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-215-702.002	SALARY - CITY CLERK	52,823	51,367	50,415	52,670	1,303	2.54
101-215-703.001	FULL-TIME CLERICAL WAGES	368	5,021	3,755	5,121	100	1.99
101-215-704.001	PART-TIME CLERICAL WAGES	1,586	0	0	0	0	0.00
101-215-710.000	FICA PAYROLL TAX	3,842	4,314	4,314	4,395	81	1.88
101-215-712.000	HEALTH INSURANCE	13,332	14,637	14,637	13,699	(938)	(6.41)
101-215-713.000	LIFE INSURANCE	67	81	81	75	(6)	(7.41)
101-215-714.000	RETIREMENT PLAN CONTRIBUTIONS	4,915	5,513	5,513	5,260	(253)	(4.59)
101-215-715.000	DISABILITY INSURANCE	177	226	226	215	(11)	(4.87)
101-215-716.000	WORKERS COMPENSATION INSURANCE	126	142	142	148	6	4.23
101-215-724.000	CELL PHONE ALLOWANCE	0	0	0	0	0	0.00
101-215-725.000	EMPLOYEE ASSISTANCE PROGRAM	17	0	18	20	20	0.00
101-215-727.000	OFFICE SUPPLIES	781	600	600	600	0	0.00
101-215-760.000	MINOR EQUIPMENT PURCHASES	0	3,178	3,178	500	(2,678)	(84.27)
101-215-806.000	COMPUTER SERVICES	1,722	1,500	1,500	1,500	0	0.00
101-215-810.000	LEGAL SERVICES	858	2,000	2,000	2,000	0	0.00
101-215-812.000	WEB SITE SERVICES	1,997	2,400	2,400	2,400	0	0.00
101-215-820.000	SERVICE AGREEMENTS	86	200	215	250	50	25.00
101-215-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
101-215-850.000	TELEPHONE SERVICE	280	260	360	360	100	38.46
101-215-851.000	POSTAGE	254	400	400	400	0	0.00
101-215-852.000	MISC COMM/INTERNET	475	440	440	440	0	0.00
101-215-860.000	TRANSPORTATION, LODGING & MEALS	994	800	1,250	470	(330)	(41.25)
101-215-900.000	PRINTING & PUBLISHING	0	0	0	0	0	0.00
101-215-900.001	NEWSLETTER	724	2,000	2,000	2,000	0	0.00
101-215-902.000	COPY CHARGES	269	450	450	450	0	0.00
101-215-931.000	EQUIPMENT REPAIRS	0	0	0	0	0	0.00
101-215-955.000	MEMBERSHIPS / DUES	925	350	375	395	45	12.86
101-215-956.000	CONFERENCES & TRAINING PROGRAMS	50	700	700	450	(250)	(35.71)
101-215-956.001	TUITION REIMBURSEMENT	0	0	0	0	0	0.00
101-215-958.000	SUBSCRIPTIONS & PUBLICATIONS	0	0	0	0	0	0.00
101-215-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	861	990	990	990	0	0.00
Totals for dept 215 - CITY CLERK		87,529	97,569	95,959	94,808	(2,761)	(2.83)

# GENERAL FUND 101

## CITY CLERK ACTIVITY 215

### 2026 - 2027 BUDGET

- 702.002 SALARY – CITY CLERK – provides 55.7 percent of the city clerk’s salary.
- 703.001 FULL TIME CLERICAL WAGES – provides 9.1 percent of the utility billing specialist’s wages.
- 704.001 PART-TIME CLERICAL WAGES – This position was converted to full-time in Fiscal 2025/2026.
- 710.000 FICA PAYROLL TAX – reflects the City’s share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.
- 712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.
- 713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.
- 714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.
- 715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.
- 716.000 WORKERS COMPENSATION INSURANCE – reflects the City’s payment of workers’ compensation insurance which provides benefits to employees injured on the job.
- 724.000 CELL PHONE ALLOWANCE – reflects the amount provided to the Clerk for use of personal cell phone for city-related business.
- 725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.
- 727.000 OFFICE SUPPLIES - provides general office supplies.
- 760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.

CITY CLERK 101-215 - Cont.

- 806.000 COMPUTER SERVICES – provides for maintenance and programming services to PCs and the department’s respective share of file servers and e-mail systems on a pro-rated basis.
- 810.000 LEGAL SERVICES- provides legal services to this activity.
- 812.000 WEB SITE SERVICES - provides funds to maintain and update information related to this activity on the City’s Internet web site.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.
- 850.000 TELEPHONE SERVICE - provides telephone service.
- 851.000 POSTAGE- records postage machine rental, postage and/or shipping expenditures.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures for the city clerk.
- 900.000 PRINTING & PUBLISHING - provides for the publication of notices in local newspapers.
- 900.001 NEWSLETTER - the layout, publishing and mailing of a quarterly newsletter to city residents.
- 902.000 COPY CHARGES - reflects one-half of the city hall copier charges.
- 931.000 EQUIPMENT REPAIRS – provides maintenance to the office equipment which is not covered by service agreements.
- 955.000 MEMBERSHIPS / DUES - memberships include the following: Allegan County Clerks Association, International Institute of Municipal Clerks, and the Michigan Municipal Clerk's Association.
- 956.000 CONFERENCES & TRAINING PROGRAMS- records expenditures necessary to attend conferences, seminars and training sessions directly related to the department’s activities.
- 956.001 TUITION REIMBURSEMENT- provision for training classes, seminars, and higher education in accordance with the City of Otsego Employee Education Plan.

958.000 SUBSCRIPTIONS- provides publications determined to be beneficial to the department.

960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 247 - BOARD OF REVIEW

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-247-704.101	BOARD OF REVIEW MEMBER COMPENSATION	920	987	929	1,014	27	2.74
101-247-710.000	FICA PAYROLL TAX	70	76	71	78	2	2.63
101-247-716.000	WORKERS COMPENSATION INSURANCE	0	2	2	3	1	50.00
101-247-727.000	OFFICE SUPPLIES	0	0	0	0	0	0.00
101-247-860.000	TRANSPORTATION, LODGING & MEALS	0	0	0	0	0	0.00
101-247-900.000	PRINTING & PUBLISHING	0	520	0	400	(120)	(23.08)
101-247-956.000	CONFERENCES & TRAINING PROGRAMS	0	0	0	0	0	0.00
101-247-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	16	18	11	20	2	11.11
Totals for dept 247 - BOARD OF REVIEW		1,006	1,603	1,013	1,515	(88)	(5.49)

# GENERAL FUND 101

## BOARD OF REVIEW ACTIVITY 247 2026 - 2027 BUDGET

- 704.101 BOARD OF REVIEW WAGES - provides a total of 51 hours for three appointed members to the Board of Review. The board of review meets in July, March and December of each fiscal year.
- 710.000 FICA PAYROLL TAX – reflects the City’s share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.
- 716.000 WORKERS COMPENSATION INSURANCE – reflects the City’s payment of workers’ compensation insurance which provides benefits to employees injured on the job.
- 727.000 OFFICE SUPPLIES – provides general office supplies.
- 860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures to attend conferences and seminars, as well as other travel necessary to carry out the functions of this department.
- 900.000 PRINTING & PUBLISHING - the City is required by law to publicize board of review dates.
- 956.000 CONFERENCES & TRAINING PROGRAMS- records expenditures necessary to attend conferences, seminars and training sessions directly related to the department’s activities.
- 960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 253 - CITY TREASURER / FINANCE DIR

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-253-702.003	SALARY - FINANCE DIRECTOR	87,158	69,998	76,458	67,648	(2,350)	(3.36)
101-253-703.001	FULL-TIME CLERICAL WAGES	47,448	54,596	53,852	57,123	2,527	4.63
101-253-704.001	PART-TIME CLERICAL WAGES	12,410	0	0	0	0	0.00
101-253-710.000	FICA PAYROLL TAX	10,398	9,531	9,531	9,896	365	3.83
101-253-712.000	HEALTH INSURANCE	39,486	34,868	34,868	27,383	(7,485)	(21.47)
101-253-713.000	LIFE INSURANCE	104	159	200	156	(3)	(1.89)
101-253-714.000	RETIREMENT PLAN CONTRIBUTIONS	9,119	12,282	12,282	12,255	(27)	(0.22)
101-253-715.000	DISABILITY INSURANCE	252	503	503	502	(1)	(0.20)
101-253-716.000	WORKERS COMPENSATION INSURANCE	340	343	343	344	1	0.29
101-253-725.000	EMPLOYEE ASSISTANCE PROGRAM	60	85	85	85	0	0.00
101-253-727.000	OFFICE SUPPLIES	2,846	2,200	2,200	2,200	0	0.00
101-253-760.000	MINOR EQUIPMENT PURCHASES	1,342	1,200	3,500	1,600	400	33.33
101-253-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0	0	0	0	0	0.00
101-253-803.000	AUDITING SERVICES	4,725	4,800	4,800	4,800	0	0.00
101-253-804.000	BANKING CHARGES	3,384	3,300	4,736	8,400	5,100	154.55
101-253-806.000	COMPUTER SERVICES	11,266	10,000	11,000	11,000	1,000	10.00
101-253-810.000	LEGAL SERVICES	0	0	0	0	0	0.00
101-253-811.000	MEDICAL EXAMS & SERVICES	75	0	0	0	0	0.00
101-253-812.000	WEB SITE SERVICES	0	0	0	0	0	0.00
101-253-820.000	SERVICE AGREEMENTS	127	200	1,000	1,000	800	400.00
101-253-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
101-253-850.000	TELEPHONE SERVICE	384	350	500	500	150	42.86
101-253-851.000	POSTAGE	2,552	2,600	3,000	3,300	700	26.92
101-253-852.000	MISC COMM/INTERNET	415	400	400	400	0	0.00
101-253-860.000	TRANSPORTATION, LODGING & MEALS	82	800	800	800	0	0.00
101-253-900.000	PRINTING & PUBLISHING	311	250	250	250	0	0.00
101-253-902.000	COPY CHARGES	150	300	400	400	100	33.33
101-253-931.000	EQUIPMENT REPAIRS	0	200	200	200	0	0.00
101-253-955.000	MEMBERSHIPS / DUES	258	525	703	700	175	33.33
101-253-956.000	CONFERENCES & TRAINING PROGRAMS	698	1,200	1,200	1,200	0	0.00
101-253-956.001	TUITION REIMBURSEMENT	0	0	0	0	0	0.00
101-253-957.000	MISCELLANEOUS EXPENDITURE	0	0	0	0	0	0.00
101-253-958.000	SUBSCRIPTIONS & PUBLICATIONS	60	0	0	0	0	0.00
101-253-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	2,645	3,042	3,042	4,000	958	31.49
Totals for dept 253 - CITY TREASURER / FINANCE DIR		238,095	213,732	225,853	216,142	2,410	1.13

# GENERAL FUND 101

## CITY TREASURER / FINANCE DIRECTOR

### ACTIVITY 253

### 2026 - 2027 BUDGET

- 702.003 SALARY – FINANCE DIRECTOR – provides 65 percent of the finance director’s salary.
- 703.001 FULL-TIME CLERICAL WAGES - provides 85 percent of the deputy finance director’s wages.
- 704.001 PART-TIME CLERICAL WAGES – eliminated part-time wages for Fiscal 2025/2026.
- 710.000 FICA PAYROLL TAX – reflects the City’s share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.
- 712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.
- 713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.
- 714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.
- 715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.
- 716.000 WORKERS COMPENSATION INSURANCE – reflects the City’s payment of workers’ compensation insurance which provides benefits to employees injured on the job.
- 725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.
- 727.000 OFFICE SUPPLIES - provides general office supplies.
- 760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.

- 801.000 PROFESSIONAL & CONTRACTUAL SERVICES - funding for special projects.
- 803.000 AUDITING SERVICES – provides 30 percent of the annual audit fee by an independent certified public accounting firm.
- 804.000 BANKING CHARGES - monthly banking service charges.
- 806.000 COMPUTER SERVICES – provides for maintenance and programming services to city computers and the department’s respective share of file servers and e-mail systems on a pro-rated basis.
- 810.000 LEGAL SERVICES– provides legal services for this activity.
- 811.000 MEDICAL EXAMS & SERVICES – provides funds for medical treatment of staff and employment related exams.
- 812.000 WEB SITE SERVICES - provides funds to maintain and update information related to this activity on the City’s Internet web site.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.
- 850.000 TELEPHONE SERVICE – provides telephone service to this department.
- 851.000 POSTAGE- records postage machine rental, postage and/or shipping expenditures.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures to attend conferences and seminars, as well as other travel necessary to carry out the functions of this department.
- 900.000 PRINTING & PUBLISHING - provides for the publishing of budget and tax notices in local newspapers.
- 902.000 COPY CHARGES - reflects one-half of the city hall copier charges.
- 931.000 EQUIPMENT REPAIRS - provides funds for maintenance on equipment not covered by service agreements, including computer hardware/software maintenance.

- 955.000 MEMBERSHIPS / DUES - memberships include the following: Allegan County Treasurers Association, Michigan Municipal Finance Officers Association, Michigan Municipal Treasurers Association, Municipal Treasurers Association of the United States & Canada, and the Governmental Finance Officers Association.
- 956.000 CONFERENCES & TRAINING PROGRAMS- records expenditures necessary to attend conferences, seminars and training sessions directly related to the department's activities.
- 956.001 TUITION REIMBURSEMENT- provision for training classes, seminars, and higher education in accordance with the City of Otsego Employee Education Plan.
- 958.000 SUBSCRIPTIONS- provides publications by the Government Finance Officers Association and other sources determined to be beneficial to the department.
- 960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance. Also provided are a Treasurer's bond and an employee honesty blanket position bond.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 257 - ASSESSING DEPARTMENT

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-257-704.005	PART-TIME ASSESSOR WAGES	7,075	7,665	2,279	4,058	(3,607)	(47.06)
101-257-710.000	FICA PAYROLL TAX	541	586	174	310	(276)	(47.10)
101-257-716.000	WORKERS COMPENSATION INSURANCE	26	31	8	11	(20)	(64.52)
101-257-727.000	OFFICE SUPPLIES	104	300	300	300	0	0.00
101-257-760.000	MINOR EQUIPMENT PURCHASES	0	0	0	0	0	0.00
101-257-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	24,994	30,000	30,000	32,000	2,000	6.67
101-257-806.000	COMPUTER SERVICES	3,590	3,800	3,800	3,800	0	0.00
101-257-810.000	LEGAL SERVICES	0	0	0	0	0	0.00
101-257-820.000	SERVICE AGREEMENTS	434	450	640	700	250	55.56
101-257-850.000	TELEPHONE SERVICE	47	60	66	100	40	66.67
101-257-851.000	POSTAGE	1,089	1,100	1,200	1,300	200	18.18
101-257-852.000	MISC COMM/INTERNET	26	30	30	30	0	0.00
101-257-860.000	TRANSPORTATION, LODGING & MEALS	0	0	0	0	0	0.00
101-257-900.000	PRINTING & PUBLISHING	2,046	2,000	2,000	2,000	0	0.00
101-257-902.000	COPY CHARGES	0	0	0	0	0	0.00
101-257-931.000	EQUIPMENT REPAIRS	0	0	0	0	0	0.00
101-257-955.000	MEMBERSHIPS / DUES	0	0	0	0	0	0.00
101-257-956.000	CONFERENCES & TRAINING PROGRAMS	0	0	0	0	0	0.00
101-257-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	141	162	162	162	0	0.00
Totals for dept 257 - ASSESSING DEPARTMENT		40,113	46,184	40,659	44,771	(1,413)	(3.06)

# GENERAL FUND 101

## ASSESSING DEPARTMENT

### ACTIVITY 257

### 2026 - 2027 BUDGET

704.005 PART-TIME ASSESSOR WAGES – provides the city assessor two hours of office time weekly.

710.000 FICA PAYROLL TAX – reflects the City’s share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.

716.000 WORKERS COMPENSATION INSURANCE – reflects the City’s payment of workers’ compensation insurance which provides benefits to employees injured on the job.

727.000 OFFICE SUPPLIES – provides general office supplies.

760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.

801.000 PROFESSIONAL & CONTRACTUAL SERVICES - provides the annual contractual amount for assessing services. Specific contracts include Appraisals Plus for assessor support services outside the normal office hours and annual reappraisal of properties with a goal of 300 parcels each year.

806.000 COMPUTER SERVICES – provides for maintenance and programming services to PCs and the department’s respective share of file servers and e-mail systems on a pro-rated basis.

810.000 LEGAL SERVICES– provides legal services and outside appraisal costs incurred by the City to defend appeals to the Michigan Tax Tribunal or any other associated legal work.

820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements. Mapping services are provided by Allegan County Equalization.

850.000 TELEPHONE SERVICE - provides telephone service for this activity.

851.000 POSTAGE- records postage machine rental, postage and/or shipping expenditures.

852.000 MISC COMM/INTERNET – provides Internet services.

860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures to attend conferences and seminars, as well as other travel necessary to carry out the functions of this department.

ASSESSING DEPARTMENT 101-257 - Cont.

900.000 PRINTING & PUBLISHING - the City is required by law to publicize tentative equalization and truth in taxation information.

902.000 COPY CHARGES - reflects a portion of the city hall copier charges.

931.000 EQUIPMENT REPAIRS - provides funds for maintenance on equipment not covered by service agreements, including computer hardware/software maintenance.

955.000 MEMBERSHIPS / DUES - provides membership to professional associations related to this activity.

956.000 CONFERENCES & TRAINING PROGRAMS- records expenditures necessary to attend conferences, seminars and training sessions directly related to the department's activities.

960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 262 - ELECTIONS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-262-702.002	SALARY - CITY CLERK	13,205	12,842	12,604	18,162	5,320	41.43
101-262-702.003	SALARY - FINANCE DIRECTOR	0	729	729	4,989	4,260	584.36
101-262-703.001	FULL-TIME CLERICAL WAGES	7,834	1,670	1,505	6,904	5,234	313.41
101-262-704.001	PART-TIME CLERICAL WAGES	1,753	0	0	0	0	0.00
101-262-704.002	PART-TIME ELECTION WORKER WAGES	4,611	974	0	10,423	9,449	970.12
101-262-704.003	PART-TIME SPEC ELECTION WORKER WAGES	3,040	0	0	0	0	0.00
101-262-710.000	FICA PAYROLL TAX	1,632	1,240	1,240	2,684	1,444	116.45
101-262-712.000	HEALTH INSURANCE	4,171	3,936	3,936	5,108	1,172	29.78
101-262-713.000	LIFE INSURANCE	17	22	22	31	9	40.91
101-262-714.000	RETIREMENT PLAN CONTRIBUTIONS	1,247	1,491	1,491	2,299	808	54.19
101-262-715.000	DISABILITY INSURANCE	45	61	61	94	33	54.10
101-262-716.000	WORKERS COMPENSATION INSURANCE	71	34	34	94	60	176.47
101-262-724.000	CELL PHONE ALLOWANCE	0	0	0	0	0	0.00
101-262-725.000	EMPLOYEE ASSISTANCE PROGRAM	5	0	5	0	0	0.00
101-262-730.001	ELECTION SUPPLIES	2,409	1,760	1,760	7,000	5,240	297.73
101-262-730.002	ELECTION SUPPLIES - OTHER	1,120	0	0	0	0	0.00
101-262-760.000	MINOR EQUIPMENT PURCHASES	2,532	7,000	7,000	7,000	0	0.00
101-262-806.000	COMPUTER SERVICES	701	400	400	800	400	100.00
101-262-810.000	LEGAL SERVICES	0	0	0	0	0	0.00
101-262-820.000	SERVICE AGREEMENTS	1,365	1,400	1,400	1,500	100	7.14
101-262-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
101-262-850.000	TELEPHONE SERVICE	62	100	100	100	0	0.00
101-262-851.000	POSTAGE	2,060	2,400	1,000	1,500	(900)	(37.50)
101-262-852.000	MISC COMM/INTERNET	130	120	120	150	30	25.00
101-262-860.000	TRANSPORTATION, LODGING & MEALS	886	800	800	470	(330)	(41.25)
101-262-900.002	ELECTION NOTICES	0	100	100	200	100	100.00
101-262-900.003	ELECTION NOTICES - OTHER	0	0	0	0	0	0.00
101-262-956.000	CONFERENCES & TRAINING PROGRAMS	25	700	700	450	(250)	(35.71)
101-262-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	777	894	894	750	(144)	(16.11)
Totals for dept 262 - ELECTIONS		49,698	38,673	35,901	70,708	32,035	82.84

# GENERAL FUND 101

## ELECTIONS

### ACTIVITY 262

#### 2026 - 2027 BUDGET

- 702.002 SALARY – CITY CLERK – provides 19.2 percent of the city clerk’s salary. Also included is a stipend of \$2,500 for each election (2) due to significant additional time now devoted to each election.
- 702.003 SALARY – FINANCE DIRECTOR – provides 4.8 percent of the finance director’s salary, due to election experience and supporting the function as Deputy City Clerk.
- 703.001 FULL TIME CLERICAL WAGES – provides overtime wages for the Deputy Finance Director, plus 2.9 percent of the utility billing specialist’s wages, due to support the election and voter file.
- 704.001 PART-TIME CLERICAL WAGES – part-time wages were not included in the 2025/2026 budget.
- 704.002 PART-TIME ELECTION WORKER WAGES - provides six to eight election inspectors at an hourly rate for training prior to 2026 elections.
- 704.003 PART-TIME SPECIAL ELECTION WORKER WAGES - records wages at an hourly rate for non-city elections. These wages are recovered through revenue account 101-000-626.262.
- 710.000 FICA PAYROLL TAX – reflects the City’s share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.
- 712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.
- 713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.
- 714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.
- 715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.
- 716.000 WORKERS COMPENSATION INSURANCE – reflects the City’s payment of workers’ compensation insurance which provides benefits to employees injured on the job.

- 725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.
- 730.001 ELECTION SUPPLIES - provides for voter application forms, registration cards and other necessary office supplies. Also included are the setting of the voting machines, public notices of elections and meals for the election workers.
- 730.002 ELECTION SUPPLIES - OTHER - records supplies for special elections. These supplies are recovered through revenue account 101-000-626.262.
- 760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.
- 806.000 COMPUTER SERVICES – provides for maintenance and programming services to PCs and the department’s respective share of file servers and e-mail systems on a pro-rated basis.
- 810.000 LEGAL SERVICES- provides legal election counsel.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.
- 850.000 TELEPHONE SERVICE - provides telephone services.
- 851.000 POSTAGE- records postage machine rental, postage and/or shipping expenditures.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures for the city clerk and election inspectors for election related activities.
- 900.002 ELECTION NOTICES - publication of election notices in local newspapers.
- 900.003 ELECTION NOTICES - OTHER - provides publication of non-City election notices. See revenue account 101-000-581.000.
- 956.000 CONFERENCES & TRAINING PROGRAMS- records expenditures necessary to attend conferences, seminars and training sessions directly related to elections.
- 960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 265 - CITY HALL BLDG & GROUNDS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-265-702.401	SALARY - DPW SUPERINTENDENT	844	868	999	1,048	180	20.74
101-265-703.401	FULL-TIME DPW SPECIALIST WAGES	6,943	4,712	4,712	4,681	(31)	(0.66)
101-265-704.004	PART-TIME CUSTODIAN WAGES	6,496	6,931	6,931	7,110	179	2.58
101-265-704.401	PART-TIME & SEASONAL DPW WAGES	560	0	25	0	0	0.00
101-265-710.000	FICA PAYROLL TAX	1,100	957	957	1,011	54	5.64
101-265-712.000	HEALTH INSURANCE	1,514	1,273	1,273	1,285	12	0.94
101-265-713.000	LIFE INSURANCE	13	7	7	7	0	0.00
101-265-714.000	RETIREMENT PLAN CONTRIBUTIONS	766	538	538	571	33	6.13
101-265-715.000	DISABILITY INSURANCE	34	22	22	23	1	4.55
101-265-716.000	WORKERS COMPENSATION INSURANCE	368	403	403	438	35	8.68
101-265-725.000	EMPLOYEE ASSISTANCE PROGRAM	11	15	36	15	0	0.00
101-265-740.000	OPERATING SUPPLIES	1,298	1,500	1,500	1,500	0	0.00
101-265-750.000	SUPPLIES - LANDSCAPING	0	200	200	200	0	0.00
101-265-760.000	MINOR EQUIPMENT PURCHASES	747	2,000	2,000	5,000	3,000	150.00
101-265-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,757	700	10,000	10,000	9,300	1,328.57
101-265-806.000	COMPUTER SERVICES	1,194	1,500	1,500	1,500	0	0.00
101-265-820.000	SERVICE AGREEMENTS	2,478	2,150	2,150	2,150	0	0.00
101-265-821.000	LAWN MAINTENANCE SERVICES	2,501	2,000	2,000	2,000	0	0.00
101-265-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
101-265-850.000	TELEPHONE SERVICE	524	550	550	550	0	0.00
101-265-852.000	MISC COMM/INTERNET	251	275	275	275	0	0.00
101-265-860.000	TRANSPORTATION, LODGING & MEALS	0	0	0	0	0	0.00
101-265-921.000	SEWER UTILITY	1,957	2,000	2,000	2,100	100	5.00
101-265-922.000	WATER UTILITY	1,404	1,700	1,700	3,043	1,343	79.00
101-265-924.000	ELECTRIC UTILITY	11,450	13,500	13,500	13,500	0	0.00
101-265-925.000	NATURAL GAS/PROPANE UTILITY	2,677	3,500	3,500	3,500	0	0.00
101-265-930.000	LAND & BUILDING REPAIRS	1,593	3,500	4,201	3,500	0	0.00
101-265-931.000	EQUIPMENT REPAIRS	1,090	1,000	1,000	1,000	0	0.00
101-265-940.000	RENTALS - MOTOR POOL EQUIPMENT	644	1,000	1,000	1,000	0	0.00
101-265-959.001	LICENSES & PERMITS	294	300	300	300	0	0.00
101-265-959.002	STATE & FEDERAL FINES/PENALTIES	0	0	0	0	0	0.00
101-265-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	4,813	5,535	5,535	5,535	0	0.00
Totals for dept 265 - CITY HALL BLDG & GROUNDS		57,321	58,636	68,814	72,842	14,206	24.23

# GENERAL FUND 101

## CITY HALL BUILDING & GROUNDS

### ACTIVITY 265

### 2026 - 2027 BUDGET

702.401 SALARY - DPW SUPERINTENDENT- provides one percent (21 hours) of the DPW superintendent's salary

703.401 FULL-TIME DPW SPECIALIST WAGES- provides 139 hours of DPW labor.

704.004 PART-TIME CUSTODIAN WAGES- provides an estimated 37.5 percent of the facilities specialist's wages.

704.401 PART-TIME & SEASONAL DPW WAGES- provides 0 hours of general labor during higher activity months. These employees do not receive benefits.

710.000 FICA PAYROLL TAX – reflects the City's share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.

712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.

713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.

714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.

715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.

716.000 WORKERS COMPENSATION INSURANCE – reflects the City's payment of workers' compensation insurance which provides benefits to employees injured on the job.

725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.

740.000 OPERATING SUPPLIES - includes paper products and cleaning supplies for City Hall.

- 750.000 SUPPLIES - LANDSCAPING- provides for flowers, shrubberies, grass seed, and other materials for grounds maintenance.
- 760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.
- 801.000 PROFESSIONAL & CONTRACTUAL SERVICES – a portion of the weed control contract is charged here.
- 806.000 COMPUTER SERVICES – provides for maintenance and programming services to PCs and the department’s respective share of file servers and e-mail systems on a pro-rated basis.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements. Currently, agreements provide for equipment inspection on the elevator and climate control system.
- 821.000 LAWN MAINTENANCE SERVICES – provides annual lawn and sprinkler service.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.
- 850.000 TELEPHONE SERVICE - provides telephone service to the elevator.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures for personal vehicle use associated with this activity.
- 921.000 SEWER UTILITY – records municipal sewer utility expense.
- 922.000 WATER UTILITY – records municipal water utility expense.
- 924.000 ELECTRIC UTILITY - records electric utility expense.
- 925.000 NATURAL GAS - records natural gas utility expense.
- 930.000 LAND & BUILDING REPAIRS- provides miscellaneous maintenance services, including climate control systems, elevator and sprinkler system maintenance.

931.000 EQUIPMENT REPAIRS - provides miscellaneous maintenance to cleaning equipment, telephone system, computer routers, etc.

940.000 RENTALS - MOTOR POOL EQUIPMENT - state established rental rates are charged here for equipment used to maintain City Hall and grounds (i.e. trucks, lawn mowers, etc.).

959.001 LICENSES AND PERMITS - records fees for State and Federal Permits.

959.002 STATE & FEDERAL FINES & PENALTIES – records fines or penalties assessed for violations of federal or state regulations. While the City makes every possible effort to comply, occasionally situations arise where there is a violation and a penalty to be paid.

960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 441 - DEPARTMENT OF PUBLIC WORKS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-441-702.401	SALARY - DPW SUPERINTENDENT	3,374	2,605	3,997	3,143	538	20.65
101-441-703.401	FULL-TIME DPW SPECIALIST WAGES	12,158	13,923	13,923	14,099	176	1.26
101-441-704.004	PART-TIME CUSTODIAN WAGES	2,706	2,772	2,772	2,844	72	2.60
101-441-704.401	PART-TIME & SEASONAL DPW WAGES	321	0	0	0	0	0.00
101-441-710.000	FICA PAYROLL TAX	1,346	1,477	1,477	1,599	122	8.26
101-441-712.000	HEALTH INSURANCE	3,146	4,285	4,285	4,325	40	0.93
101-441-713.000	LIFE INSURANCE	17	21	21	21	0	0.00
101-441-714.000	RETIREMENT PLAN CONTRIBUTIONS	1,424	1,589	1,589	1,689	100	6.29
101-441-715.000	DISABILITY INSURANCE	49	65	65	69	4	6.15
101-441-716.000	WORKERS COMPENSATION INSURANCE	440	559	559	760	201	35.96
101-441-724.000	CELL PHONE ALLOWANCE	150	1,200	1,200	1,200	0	0.00
101-441-725.000	EMPLOYEE ASSISTANCE PROGRAM	13	20	20	20	0	0.00
101-441-727.000	OFFICE SUPPLIES	687	500	500	500	0	0.00
101-441-740.000	OPERATING SUPPLIES	3,920	3,600	3,600	3,600	0	0.00
101-441-750.000	SUPPLIES - LANDSCAPING	0	0	0	0	0	0.00
101-441-760.000	MINOR EQUIPMENT PURCHASES	2,257	4,000	4,635	4,000	0	0.00
101-441-767.000	CLOTHING & UNIFORM PURCHASES	2,608	2,000	2,000	2,000	0	0.00
101-441-767.002	UNIFORM CLEANING & REPAIR	6,095	6,000	6,000	6,000	0	0.00
101-441-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,133	4,000	4,000	4,000	0	0.00
101-441-806.000	COMPUTER SERVICES	30	400	1,250	400	0	0.00
101-441-810.000	LEGAL SERVICES	0	0	0	0	0	0.00
101-441-811.000	MEDICAL EXAMS & SERVICES	1,221	500	500	500	0	0.00
101-441-820.000	SERVICE AGREEMENTS	986	1,200	1,659	1,200	0	0.00
101-441-821.000	LAWN MAINTENANCE SERVICES	3,992	3,600	3,600	3,600	0	0.00
101-441-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
101-441-850.000	TELEPHONE SERVICE	1,129	400	400	400	0	0.00
101-441-852.000	MISC COMM/INTERNET	45	50	50	50	0	0.00
101-441-860.000	TRANSPORTATION, LODGING & MEALS	39	300	300	300	0	0.00
101-441-921.000	SEWER UTILITY	2,044	2,057	2,057	2,160	103	5.01
101-441-922.000	WATER UTILITY	1,531	1,320	1,684	3,014	1,694	128.33
101-441-924.000	ELECTRIC UTILITY	4,317	4,510	4,510	5,102	592	13.13
101-441-925.000	NATURAL GAS/PROPANE UTILITY	6,673	7,700	6,626	7,700	0	0.00
101-441-930.000	LAND & BUILDING REPAIRS	3,863	5,000	5,000	5,000	0	0.00
101-441-931.000	EQUIPMENT REPAIRS	0	2,000	2,000	2,000	0	0.00
101-441-940.000	RENTALS - MOTOR POOL EQUIPMENT	3,690	3,500	3,500	3,500	0	0.00
101-441-956.000	CONFERENCES & TRAINING PROGRAMS	3,330	4,000	4,000	4,000	0	0.00
101-441-956.001	TUITION REIMBURSEMENT	0	0	0	0	0	0.00
101-441-959.001	LICENSES & PERMITS	0	0	0	0	0	0.00
101-441-959.002	STATE & FEDERAL FINES/PENALTIES	0	0	0	0	0	0.00
101-441-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	3,434	3,949	3,949	3,949	0	0.00
Totals for dept 441 - DEPARTMENT OF PUBLIC WORKS		80,168	89,102	91,728	92,744	3,642	4.09

# GENERAL FUND 101

## DEPARTMENT OF PUBLIC WORKS

### ACTIVITY 441

### 2026 - 2027 BUDGET

- 702.401 SALARY - DPW SUPERINTENDENT- provides three percent (62.4 hours) of the DPW superintendent's salary.
- 703.401 FULL-TIME DPW SPECIALIST WAGES- provides 405.5 hours of DPW labor.
- 704.004 PART-TIME CUSTODIAN WAGES- provides an estimated 15 percent of the Facilities Specialist's wages.
- 704.401 PART-TIME & SEASONAL DPW WAGES- provides 0 hours of general labor during higher activity months. These employees do not receive benefits.
- 710.000 FICA PAYROLL TAX – reflects the City's share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.
- 712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.
- 713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.
- 714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.
- 715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.
- 716.000 WORKERS COMPENSATION INSURANCE – reflects the City's payment of workers' compensation insurance which provides benefits to employees injured on the job.
- 724.000 CELL PHONE ALLOWANCE – the City provides a monthly stipend for cell phone usage by staff.
- 725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.

- 727.000 OFFICE SUPPLIES - provides general office supplies.
- 740.000 OPERATING SUPPLIES - cleaning and maintenance supplies.
- 750.000 SUPPLIES - LANDSCAPING- provides for flowers, shrubberies, grass seed, and other materials for grounds maintenance.
- 760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.
- 767.000 CLOTHING & UNIFORM PURCHASES - provides employee clean work uniforms on a weekly basis, one pair of work-shoes and safety glasses yearly.
- 767.002 UNIFORM CLEANING & REPAIR- provides for repair and cleaning of uniforms.
- 801.000 PROFESSIONAL & CONTRACTUAL SERVICES – a portion of the city weed control contract is allocated to this activity.
- 806.000 COMPUTER SERVICES – provides for maintenance and programming services to PCs and the department’s respective share of file servers and e-mail systems on a pro-rated basis.
- 810.000 LEGAL SERVICES– provides legal services for this activity.
- 811.000 MEDICAL EXAMS & SERVICES – provides funds for medical treatment of staff and employment related exams.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.
- 821.000 LAWN MAINTENANCE SERVICES – provides annual lawn and sprinkler service.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.
- 850.000 TELEPHONE SERVICE – provides telephone service for this activity.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures to attend conferences and seminars, as well as other travel necessary to carry out the functions of this department.
- 921.000 SEWER UTILITY – records municipal sewer utility expense.

922.000 WATER UTILITY – records municipal water utility expense.

924.000 ELECTRIC UTILITY - records electric utility expense.

925.000 NATURAL GAS - records natural gas utility expense.

930.000 LAND & BUILDING REPAIRS- provides miscellaneous maintenance services to the building, which includes the heating systems and overhead doors.

931.000 EQUIPMENT REPAIRS – provides repairs to the gasoline pumps, hydraulic jacks, air compressors, gas heaters, electric grinders, drill press, saws, chain hoists, air lines, etc.

940.000 RENTALS - MOTOR POOL EQUIPMENT - state established rental rates are charged here for motor equipment used by the department (i.e. trucks, lawn mowers, fork lift, backhoes, etc.)

956.000 CONFERENCES & TRAINING PROGRAMS- records expenditures necessary to attend conferences, seminars and training sessions directly related to the department's activities.

956.001 TUITION REIMBURSEMENT- provision for training classes, seminars, and higher education in accordance with the City of Otsego Employee Education Plan.

959.001 LICENSES AND PERMITS - records fees for State and Federal Permits.

959.002 STATE & FEDERAL FINES & PENALTIES – records fines or penalties assessed for violations of federal or state regulations. While the City makes every possible effort to comply, occasionally situations arise where there is a violation and a penalty to be paid.

960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 443 - GENERAL SERVICES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-443-702.001	SALARY - CITY MANAGER	12,155	0	0	0	0	0.00
101-443-702.401	SALARY - DPW SUPERINTENDENT	9,700	9,121	11,488	11,002	1,881	20.62
101-443-703.401	FULL-TIME DPW SPECIALIST WAGES	113,827	80,155	105,620	89,657	9,502	11.85
101-443-704.401	PART-TIME & SEASONAL DPW WAGES	5,536	10,893	3,799	11,187	294	2.70
101-443-710.000	FICA PAYROLL TAX	10,185	7,666	9,249	8,239	573	7.47
101-443-712.000	HEALTH INSURANCE	27,577	18,636	22,172	18,806	170	0.91
101-443-713.000	LIFE INSURANCE	142	113	200	113	0	0.00
101-443-714.000	RETIREMENT PLAN CONTRIBUTIONS	11,877	8,556	10,562	8,993	437	5.11
101-443-715.000	DISABILITY INSURANCE	427	349	427	368	19	5.44
101-443-716.000	WORKERS COMPENSATION INSURANCE	4,647	4,482	4,482	3,848	(634)	(14.15)
101-443-724.000	CELL PHONE ALLOWANCE	0	0	300	300	300	0.00
101-443-725.000	EMPLOYEE ASSISTANCE PROGRAM	43	50	50	50	0	0.00
101-443-740.000	OPERATING SUPPLIES	28,449	25,000	25,000	25,000	0	0.00
101-443-750.000	SUPPLIES - LANDSCAPING	0	7,000	7,000	7,000	0	0.00
101-443-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	38,778	9,000	9,000	9,000	0	0.00
101-443-801.001	CONTRACTS - SWEEPING	2,095	2,270	2,270	2,270	0	0.00
101-443-801.005	TREE PLANTING SERVICES	0	1,000	1,000	1,000	0	0.00
101-443-820.000	SERVICE AGREEMENTS	1,500	1,600	1,600	1,600	0	0.00
101-443-821.000	LAWN MAINTENANCE SERVICES	12,475	11,000	11,000	11,000	0	0.00
101-443-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
101-443-850.000	TELEPHONE SERVICE	230	275	275	275	0	0.00
101-443-852.000	MISC COMM/INTERNET	163	175	175	175	0	0.00
101-443-860.000	TRANSPORTATION, LODGING & MEALS	45	100	100	100	0	0.00
101-443-900.000	PRINTING & PUBLISHING	157	200	410	450	250	125.00
101-443-924.000	ELECTRIC UTILITY	70,516	71,940	71,940	75,537	3,597	5.00
101-443-940.000	RENTALS - MOTOR POOL EQUIPMENT	50,392	50,000	53,581	55,000	5,000	10.00
101-443-955.000	MEMBERSHIPS / DUES	250	250	250	250	0	0.00
101-443-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	2,673	3,074	3,074	3,381	307	9.99
Totals for dept 443 - GENERAL SERVICES		403,839	322,905	355,024	344,601	21,696	6.72

# GENERAL FUND 101

## GENERAL SERVICES

### ACTIVITY 443

### 2026 - 2027 BUDGET

702.001 SALARY - CITY MANAGER – provides 0 percent of the City manager's salary.

702.401 SALARY - DPW SUPERINTENDENT- provides 10.5 percent (218.4 hours) of the DPW superintendent's salary.

703.401 FULL-TIME DPW SPECIALIST WAGES- provides 2,313.5 hours of DPW labor.

704.401 PART-TIME & SEASONAL DPW WAGES- provides 575 hours of general labor during higher activity months. These employees do not receive benefits.

710.000 FICA PAYROLL TAX – reflects the City's share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.

712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.

713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.

714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.

715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.

716.000 WORKERS COMPENSATION INSURANCE – reflects the City's payment of workers' compensation insurance which provides benefits to employees injured on the job.

724.000 CELL PHONE ALLOWANCE – the City provides a monthly stipend for cell phone usage by staff.

725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.

- 740.000 OPERATING SUPPLIES - covers replacement of trash barrels, plugs and wiring for Christmas decorations, flags and brackets, light bulbs for the downtown parking lots, paint, patching and plowing materials for the downtown parking lots.
- 750.000 SUPPLIES - LANDSCAPING- provides for flowers, shrubberies, grass seed, and other landscaping materials necessary to maintain pleasing aesthetics in the City's downtown area.
- 801.000 PROFESSIONAL & CONTRACTUAL SERVICES - provides downtown area Christmas decorations.
- 801.001 CONTRACTS – SWEEPING – provides for the sweeping of downtown alleys and parking lots.
- 801.005 TREE PLANTING SERVICES - provides annual funding to maintain and replace trees in curb lawn areas.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.
- 821.000 LAWN MAINTENANCE SERVICES – provides annual lawn and sprinkler service.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.
- 850.000 TELEPHONE SERVICE – provides telephone service for this activity.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRANSPORTATION, LODGING & MEALS – records travel expenditures to carry out the functions of this department.
- 900.000 PRINTING & PUBLISHING - provides for publishing notices, as necessary.
- 924.000 ELECTRIC UTILITY – electric utility expense for street and parking lot lighting.
- 940.000 RENTALS - MOTOR POOL EQUIPMENT - state established rental rates are charged here for motor equipment used in the downtown areas (i.e. trucks, lawn mowers, fork lift, backhoes, etc.).
- 955.000 MEMBERSHIPS / DUES - provides membership to professional associations related to this activity.
- 960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 567 - CEMETERY SERVICES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-567-959.201	CEMETERY SERVICES	16,720	35,815	60,342	78,000	42,185	117.79
Totals for dept 567 - CEMETERY SERVICES		16,720	35,815	60,342	78,000	42,185	117.79

GENERAL FUND 101

CEMETERY SERVICES

ACTIVITY 567

2026 - 2027 BUDGET

831.000 MOUNTAIN HOME CEMETERY - the contribution to the Mountain Home Cemetery is determined by the budget submitted to the City from Otsego Township utilizing the percentages below.

CITY 2020 POPULATION	4,120	41.11%
<u>TOWNSHIP 2020 POPULATION</u>	<u>5,903</u>	<u>58.89%</u>
TOTAL	10,023	100.00%

[NOTE: POPULATION BASED UPON 2020 CENSUS]

PROJECTED OPERATING EXPENDITURES	\$226,700
LESS PROJECTED OPERATING REVENUES	- <u>\$ 36,965</u>
PROJECTED SUBSIDY NEEDED FROM CITY & TWP.	\$ 189,735

CITY SHARE =  $\$189,735 \times 41.11\% = \$78,000$

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 651 - AMBULANCE SERVICES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-651-802.000	AMBULANCE SERVICE CONTRACT	13,332	11,056	11,045	11,343	287	2.60
Totals for dept 651 - AMBULANCE SERVICES		13,332	11,056	11,045	11,343	287	2.60

GENERAL FUND 101

AMBULANCE SERVICES

ACTIVITY 651

2026 - 2027 BUDGET

835.001 AMBULANCE CONTRACT - provides ambulance services by Plainwell Area EMS to the City of Otsego by contract through the Beacon (Ascension Borgess-Pipp) Foundation.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 701 - PLANNING COMMISSION

GL NUMBER	DESCRIPTION	2024-25	2025-26	2025-26	2026-27	2026-27	2026-27
		ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	APPROVED BUDGET	APPROVED AMT CHANGE	APPROVED % CHANGE
101-701-727.000	OFFICE SUPPLIES	106	100	100	100	0	0.00
101-701-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	7,388	2,000	2,000	2,000	0	0.00
101-701-810.000	LEGAL SERVICES	0	0	0	0	0	0.00
101-701-820.000	SERVICE AGREEMENTS	0	0	0	0	0	0.00
101-701-851.000	POSTAGE	107	200	200	200	0	0.00
101-701-900.000	PRINTING & PUBLISHING	244	500	500	500	0	0.00
Totals for dept 701 - PLANNING COMMISSION		7,845	2,800	2,800	2,800	0	0.00

GENERAL FUND 101

PLANNING COMMISSION

ACTIVITY 701

2026 - 2027 BUDGET

727.000 OFFICE SUPPLIES - provides general office supplies.

801.000 PROFESSIONAL & CONTRACTUAL SERVICES - provides professional services provided for land management projects to be offset by fee charges.

810.000 LEGAL SERVICES- provides legal services for this activity.

820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.

851.000 POSTAGE- records postage machine rental, postage and/or shipping expenditures.

900.000 PRINTING & PUBLISHING - records advertising expense to publish public notices necessary for land management projects to be offset by fee charges.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 728 - ECONOMIC DEVELOPMENT

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-728-704.006	PART-TIME ECON DEV DIRECTOR WAGES	18,165	26,000	6,161	27,224	1,224	4.71
101-728-710.000	FICA PAYROLL TAX	1,390	1,989	471	2,083	94	4.73
101-728-716.000	WORKERS COMPENSATION INSURANCE	42	70	15	76	6	8.57
101-728-725.000	EMPLOYEE ASSISTANCE PROGRAM	21	35	9	20	(15)	(42.86)
101-728-727.000	OFFICE SUPPLIES	42	100	100	100	0	0.00
101-728-760.000	MINOR EQUIPMENT PURCHASES	0	500	500	500	0	0.00
101-728-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,000	3,500	3,500	3,500	0	0.00
101-728-806.000	COMPUTER SERVICES	343	300	300	300	0	0.00
101-728-810.000	LEGAL SERVICES	0	0	0	0	0	0.00
101-728-812.000	WEB SITE SERVICES	0	0	0	0	0	0.00
101-728-820.000	SERVICE AGREEMENTS	1,500	1,500	1,500	1,500	0	0.00
101-728-850.000	TELEPHONE SERVICE	47	75	75	75	0	0.00
101-728-852.000	MISC COMM/INTERNET	43	50	50	50	0	0.00
101-728-860.000	TRANSPORTATION, LODGING & MEALS	0	200	200	200	0	0.00
101-728-900.000	PRINTING & PUBLISHING	35	200	200	200	0	0.00
101-728-902.000	COPY CHARGES	120	200	200	200	0	0.00
101-728-931.000	EQUIPMENT REPAIRS	0	0	0	0	0	0.00
101-728-955.000	MEMBERSHIPS / DUES	0	125	125	125	0	0.00
101-728-956.000	CONFERENCES & TRAINING PROGRAMS	0	500	500	500	0	0.00
101-728-958.000	SUBSCRIPTIONS & PUBLICATIONS	0	0	0	0	0	0.00
101-728-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	487	560	560	560	0	0.00
Totals for dept 728 - ECONOMIC DEVELOPMENT		25,235	35,904	14,466	37,213	1,309	3.65

# GENERAL FUND 101

## ECONOMIC DEVELOPMENT

### ACTIVITY 728

### 2026 - 2027 BUDGET

704.006 PART-TIME ECONOMIC DEVELOPMENT DIRECTOR WAGES – provides 20 hours of economic development director wages weekly.

710.000 FICA PAYROLL TAX – reflects the City’s share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.

716.000 WORKERS COMPENSATION INSURANCE – reflects the City’s payment of workers’ compensation insurance which provides benefits to employees injured on the job.

725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.

727.000 OFFICE SUPPLIES - provides general office supplies.

760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.

801.000 PROFESSIONAL & CONTRACTUAL SERVICES - funds for special projects. The Otsego Chamber of Commerce provides business and marketing services to the community.

806.000 COMPUTER SERVICES – provides for maintenance and programming services to PCs and the department’s respective share of file servers and e-mail systems on a pro-rated basis.

810.000 LEGAL SERVICES– provides legal services for this activity.

812.000 WEB SITE SERVICES - provides funds to maintain and update information related to this activity on the City’s Internet web site.

820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.

850.000 TELEPHONE SERVICE – provides telephone service for this activity.

852.000 MISC COMM/INTERNET – provides Internet services.

860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures to attend conferences and seminars, as well as other travel necessary to carry out the functions of this department.

900.000 PRINTING & PUBLISHING - publication of notices and advertisements, as necessary.

902.000 COPY CHARGES - covers the department's paper copier charges.

931.000 EQUIPMENT REPAIRS- provides maintenance to equipment not covered by service agreements.

955.000 MEMBERSHIPS / DUES - provides membership to professional associations related to this activity.

956.000 CONFERENCES & TRAINING PROGRAMS- records expenditures necessary to attend conferences, seminars and training sessions directly related to the department's activities.

958.000 SUBSCRIPTIONS- provides publications determined to be beneficial to the department.

960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 751 - PARKS & RECREATION

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-751-702.401	SALARY - DPW SUPERINTENDENT	5,060	4,342	5,994	5,239	897	20.66
101-751-703.401	FULL-TIME DPW SPECIALIST WAGES	49,382	59,838	59,838	61,117	1,279	2.14
101-751-704.401	PART-TIME & SEASONAL DPW WAGES	5,656	10,893	10,893	11,187	294	2.70
101-751-710.000	FICA PAYROLL TAX	4,342	5,743	5,743	6,163	420	7.31
101-751-712.000	HEALTH INSURANCE	10,441	14,810	14,810	14,945	135	0.91
101-751-713.000	LIFE INSURANCE	52	82	82	82	0	0.00
101-751-714.000	RETIREMENT PLAN CONTRIBUTIONS	4,699	6,157	6,157	6,446	289	4.69
101-751-715.000	DISABILITY INSURANCE	142	251	251	264	13	5.18
101-751-716.000	WORKERS COMPENSATION INSURANCE	1,197	1,663	1,663	2,829	1,166	70.11
101-751-725.000	EMPLOYEE ASSISTANCE PROGRAM	22	36	36	36	0	0.00
101-751-740.000	OPERATING SUPPLIES	3,001	2,200	2,200	2,200	0	0.00
101-751-750.000	SUPPLIES - LANDSCAPING	2,100	2,500	2,500	2,500	0	0.00
101-751-760.000	MINOR EQUIPMENT PURCHASES	1,335	2,500	2,500	2,500	0	0.00
101-751-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	28,593	10,000	10,000	10,000	0	0.00
101-751-801.101	ENTERTAINMENT SVC - SUMMER FUN NIGHTS	0	0	0	0	0	0.00
101-751-810.000	LEGAL SERVICES	0	0	0	0	0	0.00
101-751-812.000	WEB SITE SERVICES	0	0	0	0	0	0.00
101-751-820.000	SERVICE AGREEMENTS	7,053	7,750	7,750	7,750	0	0.00
101-751-821.000	LAWN MAINTENANCE SERVICES	25,381	22,500	22,500	22,500	0	0.00
101-751-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
101-751-850.000	TELEPHONE SERVICE	51	75	75	75	0	0.00
101-751-852.000	MISC COMM/INTERNET	67	70	70	70	0	0.00
101-751-860.000	TRANSPORTATION, LODGING & MEALS	0	0	0	0	0	0.00
101-751-900.000	PRINTING & PUBLISHING	180	0	0	0	0	0.00
101-751-921.000	SEWER UTILITY	3,687	5,335	5,335	5,602	267	5.00
101-751-922.000	WATER UTILITY	4,739	9,130	9,130	16,343	7,213	79.00
101-751-924.000	ELECTRIC UTILITY	2,146	2,750	2,750	5,602	2,852	103.71
101-751-930.000	LAND & BUILDING REPAIRS	16,934	15,000	15,000	15,000	0	0.00
101-751-940.000	RENTALS - MOTOR POOL EQUIPMENT	21,970	21,000	21,000	21,000	0	0.00
101-751-956.000	CONFERENCES & TRAINING PROGRAMS	0	0	0	0	0	0.00
101-751-959.301	SCHOOL COMMUNITY ED REC PROGRAM	14,000	14,000	14,000	14,000	0	0.00
101-751-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	6,765	7,780	7,780	8,558	778	10.00
Totals for dept 751 - PARKS & RECREATION		218,995	226,405	228,057	242,008	15,603	6.89

# GENERAL FUND 101

## PARKS & RECREATION

### ACTIVITY 751

#### 2026 - 2027 BUDGET

702.401 SALARY - DPW SUPERINTENDENT- provides five percent (104 hours) of the DPW superintendent's salary.

703.401 FULL-TIME DPW SPECIALIST WAGES- 1749 hours of DPW service are provided for this activity.

704.401 PART-TIME & SEASONAL DPW WAGES- provides 575 hours of general labor during higher activity months. These employees do not receive benefits.

710.000 FICA PAYROLL TAX – reflects the City's share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.

712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.

713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.

714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.

715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.

716.000 WORKERS COMPENSATION INSURANCE – reflects the City's payment of workers' compensation insurance which provides benefits to employees injured on the job.

725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.

740.000 OPERATING SUPPLIES - general maintenance supplies.

740.101 OPERATING SUPPLIES – SUMMER FUN NIGHTS – this activity has been transferred to the T.O.P. Committee.

- 750.000 SUPPLIES - LANDSCAPING- provides for flowers, shrubberies, grass seed, and other landscaping materials necessary to maintain pleasing aesthetics in the City's park areas.
- 760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.
- 801.000 PROFESSIONAL & CONTRACTUAL SERVICES - an additional \$10,000 remains included to update the community's recreation plan.
- 801.101 ENTERTAINMENT SERVICES – SUMMER FUN NIGHTS - this activity has been transferred to the T.O.P. Committee.
- 810.000 LEGAL SERVICES– provides legal counsel expense for the activity.
- 812.000 WEB SITE SERVICES - provides funds to maintain and update information related to this activity on the City's Internet web site.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements. Current agreements provide two portable rest room facilities at each park for a seven-month period (April through October) and a portion of the City's weed control program.
- 821.000 LAWN MAINTENANCE SERVICES – provides annual lawn and sprinkler service.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.
- 850.000 TELEPHONE SERVICE - provides telephone service to the concession stand.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures for personal vehicle use associated with this activity.
- 900.000 PRINTING & PUBLISHING - provides publication of notices regarding parks.
- 921.000 SEWER UTILITY – records municipal sewer utility expense.
- 922.000 WATER UTILITY – records municipal water utility expense.

924.000 ELECTRIC UTILITY - records electric utility expense.

930.000 LAND & BUILDING REPAIRS- general maintenance to park buildings, picnic shelters, play structures & fencing.

934.000 PARK MAINTENANCE – combined into account 930.000 in fiscal year 2023-2024.

940.000 RENTALS - MOTOR POOL EQUIPMENT - state established rental rates are charged here for use of equipment to maintain the parks (i.e. lawn mowers, trucks, backhoes, etc.)

956.000 CONFERENCES & TRAINING PROGRAMS- records expenditures necessary to attend conferences, seminars and training sessions directly related to the department's activities.

959.301 SCHOOL COMMUNITY EDUCATION PROGRAM - provides the City's share of the Otsego Public Schools' Community Recreation Program.

960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 901 - CAPITAL OUTLAY

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-901-971.000	LAND PURCHASES	0	97,250	115,229	0	(97,250)	(100.00)
Totals for dept 901 - CAPITAL OUTLAY		0	97,250	115,229	0	(97,250)	(100.00)

GENERAL FUND 101

CAPITAL OUTLAY

ACTIVITY 901

2026 - 2027 BUDGET

971.000 LAND PURCHASES - projected expenditures for land purchases.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 101 - GENERAL FUND  
APPROPRIATIONS  
Dept 966 - TRANSFERS OUT & OTHER FINANCING USES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
101-966-995.205	TRANSFER TO PUBLIC SAFETY FUND	1,000,000	1,000,000	1,000,000	1,000,000	0	0.00
101-966-995.225	TRANSFER TO SOLID WASTE & RECYCLING FUND	0	0	0	0	0	0.00
101-966-995.248	TRANSFER TO DDA/MAIN STREET	0	0	0	0	0	0.00
101-966-995.302	TRANSFER TO EQUIP & REPLCMNT DEBT FUND	0	0	0	0	0	0.00
101-966-995.401	TRANSFER TO CAPITAL PROJECTS FUND	92,190	400,000	400,000	0	(400,000)	(100.00)
101-966-995.402	TRANSFER TO EQUIP & REPLACEMENT FUND	12,490	0	0	0	0	0.00
Totals for dept 966 - TRANSFERS OUT & OTHER FINANCING USES		1,104,680	1,400,000	1,400,000	1,000,000	(400,000)	(28.57)
TOTAL APPROPRIATIONS		2,490,420	3,187,831	3,266,694	2,476,034	(711,797)	(22.33)
NET OF REVENUES/APPROPRIATIONS - FUND 101		57,958	(392,214)	(373,182)	16,149	408,363	(104.12)
BEGINNING FUND BALANCE		1,454,482	1,512,445	1,512,445	1,139,263	(373,182)	(24.67)
ENDING FUND BALANCE		1,512,440	1,120,231	1,139,263	1,155,412	35,181	3.14

## GENERAL FUND 101

### TRANSFERS OUT & OTHER FINANCING USES

#### ACTIVITY 966

#### 2026 - 2027 BUDGET

- 995.205 TRANSFER TO PUBLIC SAFETY FUND 205 – subsidy necessary to the Public Safety Fund to meet current year appropriation shortfall.
- 995.225 TRANSFER TO FUND 225 – transfers reserved fund balance to the Solid Waste and Recycling Fund at the beginning of the fiscal year.
- 995.248 TRANSFER TO DDA/MAIN STREET FUND 248 – subsidy to DDA/Main Street Fund as approved.
- 995.302 TRANSFER TO FUND EQUIPMENT REPLACEMENT DEBT FUND 302 - subsidy necessary to the Equipment Replacement Debt Service Fund to meet current debt payment requirements.
- 995.401 TRANSFER TO CAPITAL PROJECTS FUND – transfers monies to the Capital Projects Fund for future replacement or significant repairs to building and land improvement assets related to this fund.
- 995.402 TRANSFER TO EQUIPMENT & REPLACEMENT FUND - transfers monies to the Equipment and Replacement Fund for future replacement or significant repairs to equipment related to this fund.

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# MAJOR STREET FUND

## FUND 202 SUMMARY OF REVENUES & APPROPRIATIONS 2026 - 2027 BUDGET

### ESTIMATED REVENUES

STATE GRANT - ACT 51 MTF	\$ 488,777	
STATE GRANT - ACT 51 LRP	\$ 7,300	
STATE SHARED REVENUE - METRO ACT	\$ 7,400	
STATE GRANTS - M-89 CONTRACT	\$ 7,000	
OTHER REVENUE	\$ 1,500	
<u>TRANSFERS IN &amp; OTHER FINANCING SOURCES</u>	<u>\$ 0</u>	
TOTAL ESTIMATED REVENUES		\$ 511,977

### APPROPRIATIONS

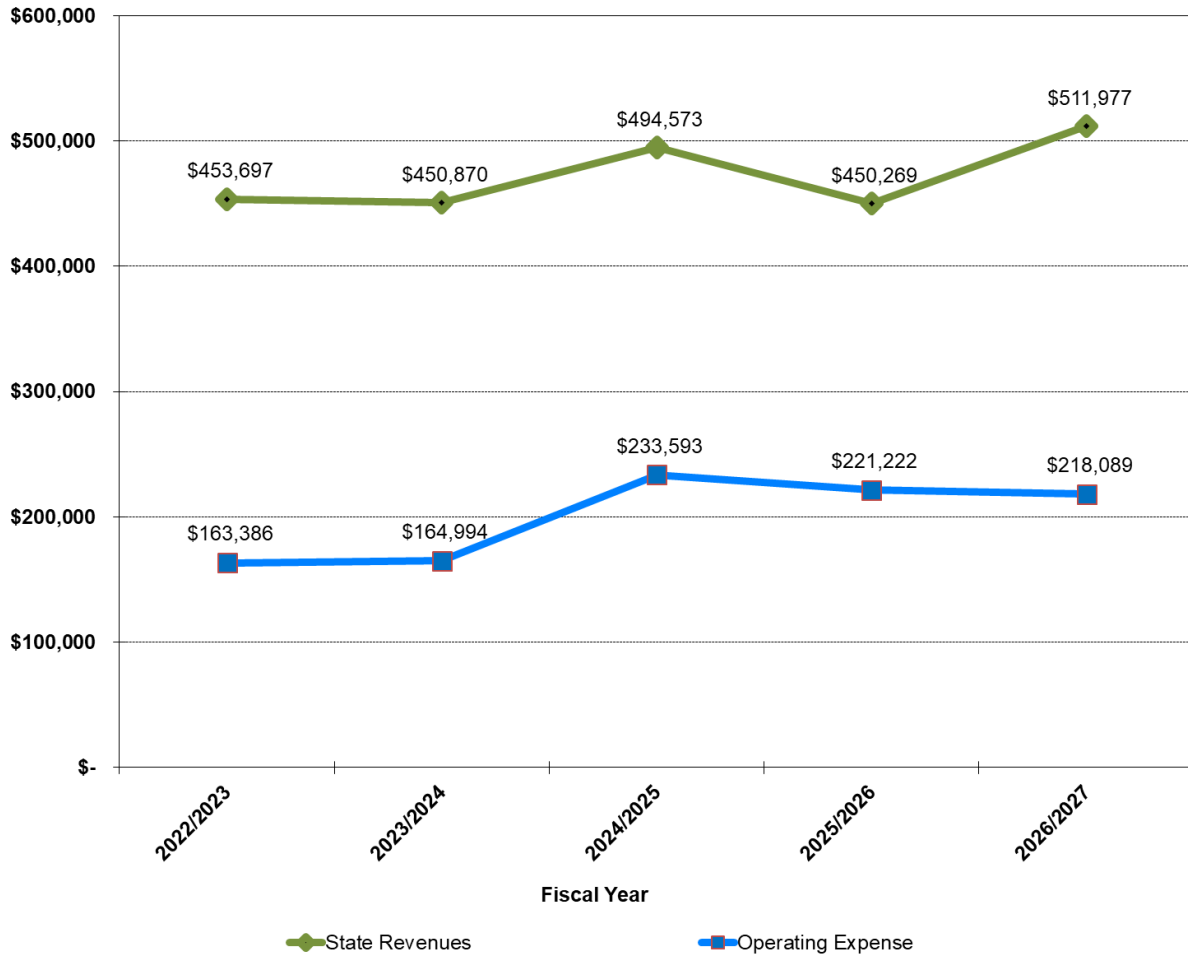
SURFACE MAINTENANCE	\$ 48,796	
RIGHT OF WAY MAINTENANCE	\$ 17,282	
TREES & SHRUBS	\$ 19,461	
DRAINAGE	\$ 25,134	
BRIDGE MAINTENANCE	\$ 4,515	
TRAFFIC SIGNS & SIGNALS	\$ 12,970	
WINTER MAINTENANCE	\$ 44,321	
ADMINISTRATION	\$ 26,844	
M-89 SURFACE MAINTENANCE	\$ 4,073	
M-89 TREES & SHRUBS	\$ 5,070	
M-89 DRAINAGE	\$ 4,100	
M-89 TRAFFIC SIGNS & SIGNALS	\$ 177	
M-89 SNOW PLOWING	\$ 1,200	
M-89 SNOW HAULING	\$ 4,146	
CAPITAL OUTLAY	\$ 85,000	
<u>TRANSFERS OUT &amp; OTHER FINANCING USES</u>	<u>\$ 100,000</u>	
TOTAL APPROPRIATIONS		\$ 403,089

NET CHANGES IN FUND BALANCES \$ 108,888

PROJECTED BEGINNING FUND BALANCE \$ 238,766

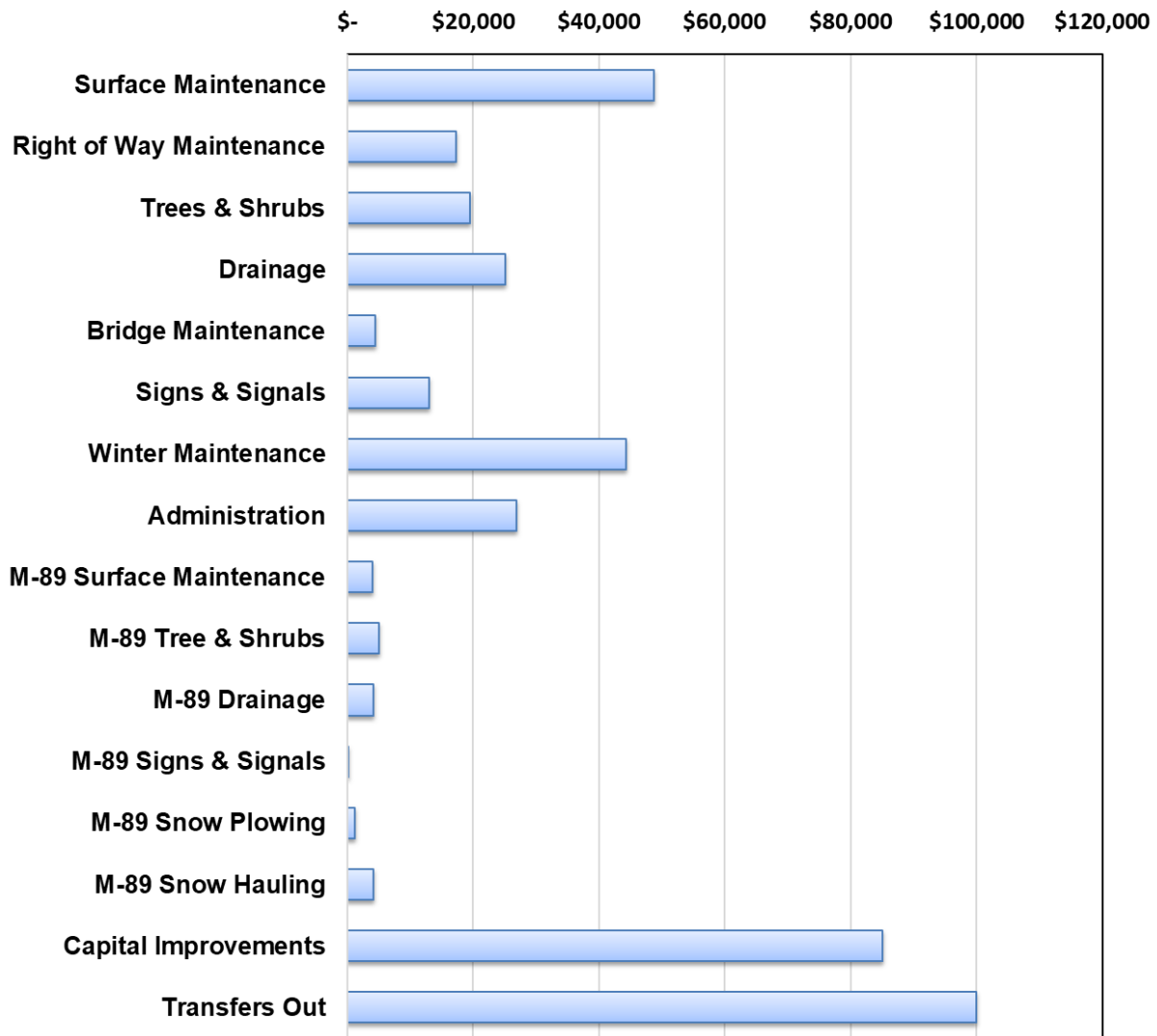
PROJECTED ENDING FUND BALANCE \$ 347,654

## MAJOR STREET FUND OPERATING EXPENDITURES AS COMPARED TO STATE SHARED REVENUES



The Major Street Fund Operating Budget as Compared to State Revenue Projection line graph depicts the continuing effort to keep operating expenditures within state funding projections. The operating expense amounts illustrated above do not include capital improvements.

## CITY OF OTSEGO MAJOR STREET FUND APPROPRIATIONS BY ACTIVITY



The Major Street Fund Recommendation by Activity side bar graph depicts the respective shares of Major Street Fund Activities to the total Major Street Fund Budget. Surface and winter maintenance activities continue to be major operating expenditures for this fund.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 202 - MAJOR STREET FUND  
ESTIMATED REVENUES  
Dept 000 - REVENUE & BALANCE SHEET ACCTS

GL NUMBER	DESCRIPTION	2024-25	2025-26	2025-26	2026-27	2026-27	2026-27
		ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	APPROVED BUDGET	APPROVED AMT CHANGE	APPROVED % CHANGE
202-000-476.201	METRO ACT TELECOM PERMIT	0	0	0	0	0	0.00
202-000-528.000	FEDERAL GRANTS - OTHER	0	0	0	0	0	0.00
202-000-538.000	FEDERAL CAPITAL GRANTS	0	0	0	0	0	0.00
202-000-546.101	STATE GRANT - ACT 51 MTF	450,546	460,000	423,682	488,777	28,777	6.26
202-000-546.102	STATE GRANT - ACT 51 LRP	7,165	7,200	7,163	7,300	100	1.39
202-000-546.201	STATE GRANTS - METRO ACT	7,973	7,400	7,400	7,400	0	0.00
202-000-546.202	STATE GRANTS - M-89 CONTRACT	7,468	7,000	7,000	7,000	0	0.00
202-000-569.000	STATE GRANTS - OTHER	0	0	0	0	0	0.00
202-000-579.000	STATE CAPITAL GRANTS	0	0	0	0	0	0.00
202-000-626.002	CITY LABOR & MATERIALS	0	0	1,824	0	0	0.00
202-000-665.000	INTEREST	21,184	2,000	3,200	1,500	(500)	(25.00)
202-000-684.000	MISCELLANEOUS REVENUE	0	0	0	0	0	0.00
202-000-687.000	REFUNDS/REBATES	237	0	0	0	0	0.00
202-000-689.000	CASH OVER OR SHORT	0	0	0	0	0	0.00
Totals for dept 000 - REVENUE & BALANCE SHEET ACCTS		494,573	483,600	450,269	511,977	28,377	5.87

# MAJOR STREET FUND 202

## ESTIMATED REVENUES

### ACTIVITY 000

### 2026 - 2027 BUDGET

- 476.201 METRO ACT TELECOM PERMIT - Revenues from new telecommunication provider permits according to Public Act 48 of 2002 (the Metropolitan Extension Telecommunications Right-of-Way Oversight Act) which are distributed between the Major and Local Street Funds based upon street mileage.
- 528.000 FEDERAL GRANTS – OTHER - records federal funding for emergency services (such as FEMA). These grants are typically for major natural events causing street obstructions.
- 538.000 FEDERAL CAPITAL GRANTS - records federal grants received for street construction. No projects are planned at this time.
- 546.101 STATE GRANT - ACT 51 MTF – Public Act 51 of 1951 calls for 22 percent of the state fuel tax and vehicle registration revenues deposited into the Michigan Transportation Fund to be distributed to cities and villages to maintain local streets. These revenues are distributed based on formulas which take population and street mileage into consideration. County road commissions and the Michigan Department of Transportation each receive 39 percent of the funds. The State currently certifies that there are 8.71 miles of major streets.
- 546.102 STATE GRANT - ACT 51 LRP - additional revenues were made available for infrastructure repair/replacement by the State of Michigan. These revenues were generated by redirecting state trunk line fund revenues and from better efficiency in collecting fuel taxes as outlined in Act 225.
- 546.201 STATE SHARED REVENUE - METRO ACT - Public Act 48 of 2002 (the Metropolitan Extension Telecommunications Right-of-Way Oversight Act) established a state fee of five cents (5¢) per linear foot to be paid by telecommunications providers occupying local rights-of-way. The state annually distributes these fees each May. These monies are allocated between Major and Local Street Funds by ratio of state certified mileage for rights-of-way maintenance.
- 546.202 STATE GRANTS - M-89 CONTRACT - the City is reimbursed by the Michigan Department of Transportation for contractual services it provides in maintaining M-89. Payments are received upon the submission of quarterly reports identifying the services provided by the City. The contract budget has been somewhat flexible as far as winter maintenance in years of heavy snows.
- 569.000 STATE GRANTS - OTHER – the City regularly receives Transportation Economic Development Fund (TEDF) grants every four years. These federal monies are distributed by the State of Michigan and can only be used on federally recognized streets. The only streets eligible in the City of Otsego are Dix, Farmer, River and Washington Streets.

MAJOR STREET FUND ESTIMATED REVENUES - Cont.

579.000 STATE CAPITAL GRANTS - PA 51 of 1951 also calls for approximately 25 percent of federal aid to local jurisdictions for us on federal-aid-eligible roads. In Fiscal Year 2019-2020, the State provided 50 percent funding for an expanded milling and resurfacing program through Category "B" of the Transportation Economic Development Fund.

626.002 CITY LABOR & MATERIALS - charges for City labor outside normal scope of services. Charges are based upon employee wages, fringe benefits, materials and motor equipment used.

665.000 INTEREST - records interest earned on deposits and investments.

684.000 MISCELLANEOUS REVENUE - records other non-specified revenues.

687.000 REFUNDS/REBATES - records rebates and refunds for expenses paid in a prior fiscal year.

689.000 CASH SHORT/OVER - balances untraceable or immaterial errors.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 202 - MAJOR STREET FUND  
ESTIMATED REVENUES  
Dept 000 - REVENUE & BALANCE SHEET ACCTS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
202-931-698.000	BOND OR INSURANCE RECOVERIES	0	0	0	0	0	0.00
202-931-699.211	INTERFUND TRANSFER IN - STREET & BRIDGE	325,000	0	0	0	0	0.00
202-931-699.805	INTERFUND TRANSFER IN - SPECIAL ASSMT	0	0	0	0	0	0.00
Totals for dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES		325,000	0	0	0	0	0.00
TOTAL ESTIMATED REVENUES		819,573	483,600	450,269	511,977	28,377	5.87

## MAJOR STREET FUND 202

### TRANSFERS IN & OTHER FINANCING SOURCES

#### ACTIVITY 931

#### 2026 - 2027 BUDGET

698.000 BOND OR INSURANCE RECOVERIES - amounts received from bond or insurance claims.

699.211 INTERFUND TRANSFER IN – STREET & BRIDGE FUND - reflects subsidy from the Street and Bridge Fund, as necessary.

699.805 INTERFUND TRANSFER IN – SPECIAL ASSESSMENT CAPITAL IMPROVEMENT FUND - reflects subsidy from the Special Assessment Capital Improvement Bridge Fund, as necessary.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 202 - MAJOR STREET FUND  
APPROPRIATIONS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
<b>Dept 464 - SURFACE MAINTENANCE</b>							
202-464-702.401	SALARY - DPW SUPERINTENDENT	5,271	4,559	6,244	5,501	942	20.66
202-464-703.401	FULL-TIME DPW SPECIALIST WAGES	5,376	7,505	8,040	7,402	(103)	(1.37)
202-464-704.401	PART-TIME & SEASONAL DPW WAGES	194	0	0	0	0	0.00
202-464-710.000	FICA PAYROLL TAX	758	923	1,096	1,032	109	11.81
202-464-712.000	HEALTH INSURANCE	2,926	2,602	2,602	2,626	24	0.92
202-464-713.000	LIFE INSURANCE	12	16	18	16	0	0.00
202-464-714.000	RETIREMENT PLAN CONTRIBUTIONS	1,012	1,167	1,430	1,283	116	9.94
202-464-715.000	DISABILITY INSURANCE	34	48	48	53	5	10.42
202-464-716.000	WORKERS COMPENSATION INSURANCE	414	540	540	513	(27)	(5.00)
202-464-725.000	EMPLOYEE ASSISTANCE PROGRAM	4	5	9	0	(5)	(100.00)
202-464-740.000	OPERATING SUPPLIES	5,516	7,750	10,000	10,000	2,250	29.03
202-464-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	11,970	1,350	1,350	1,350	0	0.00
202-464-801.001	CONTRACTS - SWEEPING	11,415	14,000	14,000	14,000	0	0.00
202-464-801.002	CONTRACTS - PAVEMENT MARKING	0	0	0	0	0	0.00
202-464-820.000	SERVICE AGREEMENTS	1,700	1,900	1,900	1,900	0	0.00
202-464-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
202-464-860.000	TRANSPORTATION, LODGING & MEALS	0	120	120	120	0	0.00
202-464-940.000	RENTALS - MOTOR POOL EQUIPMENT	2,821	3,000	3,000	3,000	0	0.00
202-464-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
Totals for dept 464 - SURFACE MAINTENANCE		49,423	45,485	50,397	48,796	3,311	7.28
<b>Dept 467 - RIGHT-OF-WAY MAINTENANCE</b>							
202-467-702.401	SALARY - DPW SUPERINTENDENT	2,319	1,954	2,747	2,357	403	20.62
202-467-703.401	FULL-TIME DPW SPECIALIST WAGES	1,564	2,926	5,000	2,897	(29)	(0.99)
202-467-704.401	PART-TIME & SEASONAL DPW WAGES	0	0	0	0	0	0.00
202-467-710.000	FICA PAYROLL TAX	272	373	592	420	47	12.60
202-467-712.000	HEALTH INSURANCE	951	1,273	1,500	1,285	12	0.94
202-467-713.000	LIFE INSURANCE	4	6	12	6	0	0.00
202-467-714.000	RETIREMENT PLAN CONTRIBUTIONS	367	474	775	522	48	10.13
202-467-715.000	DISABILITY INSURANCE	12	19	29	21	2	10.53
202-467-716.000	WORKERS COMPENSATION INSURANCE	151	218	245	209	(9)	(4.13)
202-467-725.000	EMPLOYEE ASSISTANCE PROGRAM	1	5	5	5	0	0.00
202-467-740.000	OPERATING SUPPLIES	350	5,000	5,000	5,000	0	0.00
202-467-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	361	500	500	500	0	0.00
202-467-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
202-467-860.000	TRANSPORTATION, LODGING & MEALS	0	60	60	60	0	0.00
202-467-930.001	SIDEWALK REPAIR	0	0	0	0	0	0.00
202-467-940.000	RENTALS - MOTOR POOL EQUIPMENT	2,696	4,000	2,618	4,000	0	0.00
202-467-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
Totals for dept 467 - RIGHT-OF-WAY MAINTENANCE		9,048	16,808	19,083	17,282	474	2.82
<b>Dept 468 - TREES &amp; SHRUBS</b>							
202-468-702.401	SALARY - DPW SUPERINTENDENT	2,530	1,737	2,998	2,096	359	20.67
202-468-703.401	FULL-TIME DPW SPECIALIST WAGES	4,695	7,167	7,167	7,047	(120)	(1.67)
202-468-704.401	PART-TIME & SEASONAL DPW WAGES	0	0	0	0	0	0.00
202-468-710.000	FICA PAYROLL TAX	508	681	681	742	61	8.96
202-468-712.000	HEALTH INSURANCE	1,524	1,736	1,736	1,752	16	0.92
202-468-713.000	LIFE INSURANCE	5	11	11	11	0	0.00
202-468-714.000	RETIREMENT PLAN CONTRIBUTIONS	662	854	854	910	56	6.56
202-468-715.000	DISABILITY INSURANCE	15	35	35	37	2	5.71
202-468-716.000	WORKERS COMPENSATION INSURANCE	256	410	410	364	(46)	(11.22)
202-468-725.000	EMPLOYEE ASSISTANCE PROGRAM	3	5	5	2	(3)	(60.00)
202-468-740.000	OPERATING SUPPLIES	0	0	0	0	0	0.00
202-468-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0	2,500	2,500	2,500	0	0.00
202-468-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
202-468-860.000	TRANSPORTATION, LODGING & MEALS	0	50	0	0	(50)	(100.00)
202-468-940.000	RENTALS - MOTOR POOL EQUIPMENT	3,766	4,000	4,000	4,000	0	0.00
202-468-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
Totals for dept 468 - TREES & SHRUBS		13,964	19,186	20,397	19,461	275	1.43

BUDGET REPORT FOR CITY OF OTSEGO  
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Fund 202 - MAJOR STREET FUND  
APPROPRIATIONS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
<b>Dept 469 - DRAINAGE</b>							
202-469-702.401	SALARY - DPW SUPERINTENDENT	2,530	2,605	2,998	3,143	538	20.65
202-469-703.401	FULL-TIME DPW SPECIALIST WAGES	3,906	6,045	6,045	5,951	(94)	(1.56)
202-469-704.401	PART-TIME & SEASONAL DPW WAGES	0	0	0	0	0	0.00
202-469-710.000	FICA PAYROLL TAX	453	662	692	732	70	10.57
202-469-712.000	HEALTH INSURANCE	1,399	1,722	1,722	1,738	16	0.93
202-469-713.000	LIFE INSURANCE	7	11	11	11	0	0.00
202-469-714.000	RETIREMENT PLAN CONTRIBUTIONS	553	834	834	905	71	8.51
202-469-715.000	DISABILITY INSURANCE	18	34	34	37	3	8.82
202-469-716.000	WORKERS COMPENSATION INSURANCE	138	173	173	362	189	109.25
202-469-725.000	EMPLOYEE ASSISTANCE PROGRAM	2	5	5	5	0	0.00
202-469-740.000	OPERATING SUPPLIES	563	6,000	6,000	6,000	0	0.00
202-469-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	59,022	3,000	3,000	3,000	0	0.00
202-469-820.000	SERVICE AGREEMENTS	459	700	700	700	0	0.00
202-469-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
202-469-860.000	TRANSPORTATION, LODGING & MEALS	0	50	50	50	0	0.00
202-469-940.000	RENTALS - MOTOR POOL EQUIPMENT	2,305	2,500	2,500	2,500	0	0.00
202-469-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
<b>Totals for dept 469 - DRAINAGE</b>		<b>71,355</b>	<b>24,341</b>	<b>24,764</b>	<b>25,134</b>	<b>793</b>	<b>3.26</b>
<b>Dept 473 - BRIDGE MAINTENANCE</b>							
202-473-702.401	SALARY - DPW SUPERINTENDENT	422	434	499	524	90	20.74
202-473-703.401	FULL-TIME DPW SPECIALIST WAGES	0	0	0	0	0	0.00
202-473-704.401	PART-TIME & SEASONAL DPW WAGES	0	0	0	0	0	0.00
202-473-710.000	FICA PAYROLL TAX	29	33	38	40	7	21.21
202-473-712.000	HEALTH INSURANCE	122	124	124	125	1	0.81
202-473-713.000	LIFE INSURANCE	1	1	1	1	0	0.00
202-473-714.000	RETIREMENT PLAN CONTRIBUTIONS	42	43	43	52	9	20.93
202-473-715.000	DISABILITY INSURANCE	2	2	2	2	0	0.00
202-473-716.000	WORKERS COMPENSATION INSURANCE	17	19	19	21	2	10.53
202-473-725.000	EMPLOYEE ASSISTANCE PROGRAM	0	0	0	0	0	0.00
202-473-740.000	OPERATING SUPPLIES	0	0	0	0	0	0.00
202-473-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,770	0	0	3,000	3,000	0.00
202-473-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
202-473-860.000	TRANSPORTATION, LODGING & MEALS	0	0	0	0	0	0.00
202-473-940.000	RENTALS - MOTOR POOL EQUIPMENT	34	750	680	750	0	0.00
202-473-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
<b>Totals for dept 473 - BRIDGE MAINTENANCE</b>		<b>4,439</b>	<b>1,406</b>	<b>1,406</b>	<b>4,515</b>	<b>3,109</b>	<b>221.12</b>
<b>Dept 475 - TRAFFIC SIGNS &amp; SIGNALS</b>							
202-475-702.401	SALARY - DPW SUPERINTENDENT	844	868	999	1,048	180	20.74
202-475-703.401	FULL-TIME DPW SPECIALIST WAGES	1,219	4,715	4,584	4,659	(56)	(1.19)
202-475-704.401	PART-TIME & SEASONAL DPW WAGES	0	0	0	0	0	0.00
202-475-710.000	FICA PAYROLL TAX	147	427	427	465	38	8.90
202-475-712.000	HEALTH INSURANCE	446	1,262	1,262	1,273	11	0.87
202-475-713.000	LIFE INSURANCE	1	7	7	7	0	0.00
202-475-714.000	RETIREMENT PLAN CONTRIBUTIONS	188	537	537	568	31	5.77
202-475-715.000	DISABILITY INSURANCE	4	22	22	23	1	4.55
202-475-716.000	WORKERS COMPENSATION INSURANCE	80	250	250	227	(23)	(9.20)
202-475-725.000	EMPLOYEE ASSISTANCE PROGRAM	1	0	0	0	0	0.00
202-475-740.000	OPERATING SUPPLIES	1,041	2,200	2,200	2,200	0	0.00
202-475-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	1,899	1,500	1,500	1,500	0	0.00
202-475-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
202-475-860.000	TRANSPORTATION, LODGING & MEALS	0	0	0	0	0	0.00
202-475-940.000	RENTALS - MOTOR POOL EQUIPMENT	391	1,000	1,000	1,000	0	0.00
202-475-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
<b>Totals for dept 475 - TRAFFIC SIGNS &amp; SIGNALS</b>		<b>6,261</b>	<b>12,788</b>	<b>12,788</b>	<b>12,970</b>	<b>182</b>	<b>1.42</b>

BUDGET REPORT FOR CITY OF OTSEGO  
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Fund 202 - MAJOR STREET FUND  
APPROPRIATIONS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
<b>Dept 478 - WINTER MAINTENANCE</b>							
202-478-702.401	SALARY - DPW SUPERINTENDENT	2,530	1,737	2,998	2,096	359	20.67
202-478-703.401	FULL-TIME DPW SPECIALIST WAGES	9,270	4,545	9,682	8,746	4,201	92.43
202-478-704.401	PART-TIME & SEASONAL DPW WAGES	7	0	0	0	0	0.00
202-478-710.000	FICA PAYROLL TAX	862	481	970	534	53	11.02
202-478-712.000	HEALTH INSURANCE	2,173	1,563	2,050	1,578	15	0.96
202-478-713.000	LIFE INSURANCE	10	8	23	8	0	0.00
202-478-714.000	RETIREMENT PLAN CONTRIBUTIONS	781	607	665	659	52	8.57
202-478-715.000	DISABILITY INSURANCE	33	25	26	27	2	8.00
202-478-716.000	WORKERS COMPENSATION INSURANCE	392	281	325	263	(18)	(6.41)
202-478-725.000	EMPLOYEE ASSISTANCE PROGRAM	5	0	4	0	0	0.00
202-478-740.000	OPERATING SUPPLIES	15,925	14,000	14,000	14,000	0	0.00
202-478-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0	0	0	0	0	0.00
202-478-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
202-478-860.000	TRANSPORTATION, LODGING & MEALS	0	0	0	0	0	0.00
202-478-940.000	RENTALS - MOTOR POOL EQUIPMENT	16,461	16,410	16,410	16,410	0	0.00
202-478-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
<b>Totals for dept 478 - WINTER MAINTENANCE</b>		<b>48,449</b>	<b>39,657</b>	<b>47,153</b>	<b>44,321</b>	<b>4,664</b>	<b>11.76</b>
<b>Dept 483 - ADMINISTRATION</b>							
202-483-702.001	SALARY - CITY MANAGER	6,077	6,237	6,209	7,090	853	13.68
202-483-702.003	SALARY - FINANCE DIRECTOR	0	5,052	3,011	5,188	136	2.69
202-483-702.401	SALARY - DPW SUPERINTENDENT	2,741	2,388	3,247	2,881	493	20.64
202-483-710.000	FICA PAYROLL TAX	618	1,046	953	1,160	114	10.90
202-483-712.000	HEALTH INSURANCE	2,010	2,935	1,912	2,408	(527)	(17.96)
202-483-713.000	LIFE INSURANCE	11	17	17	17	0	0.00
202-483-714.000	RETIREMENT PLAN CONTRIBUTIONS	878	1,364	1,364	1,443	79	5.79
202-483-715.000	DISABILITY INSURANCE	31	56	56	59	3	5.36
202-483-716.000	WORKERS COMPENSATION INSURANCE	124	123	123	147	24	19.51
202-483-725.000	EMPLOYEE ASSISTANCE PROGRAM	2	5	5	5	0	0.00
202-483-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0	500	500	500	0	0.00
202-483-803.000	AUDITING SERVICES	1,103	1,125	945	1,125	0	0.00
202-483-804.000	BANKING CHARGES	971	1,000	1,000	1,000	0	0.00
202-483-806.000	COMPUTER SERVICES	0	300	300	300	0	0.00
202-483-810.000	LEGAL SERVICES	0	100	100	100	0	0.00
202-483-820.000	SERVICE AGREEMENTS	0	650	650	650	0	0.00
202-483-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
202-483-850.000	TELEPHONE SERVICE	308	460	460	460	0	0.00
202-483-851.000	POSTAGE	0	0	0	0	0	0.00
202-483-852.000	MISC COMM/INTERNET	286	300	300	300	0	0.00
202-483-860.000	TRANSPORTATION, LODGING & MEALS	0	65	65	65	0	0.00
202-483-900.000	PRINTING & PUBLISHING	0	0	0	0	0	0.00
202-483-931.000	EQUIPMENT REPAIRS	0	0	0	0	0	0.00
202-483-940.000	RENTALS - MOTOR POOL EQUIPMENT	219	150	150	150	0	0.00
202-483-955.000	MEMBERSHIPS / DUES	388	500	500	500	0	0.00
202-483-956.001	TUITION REIMBURSEMENT	0	0	0	0	0	0.00
202-483-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	1,127	1,296	1,296	1,296	0	0.00
<b>Totals for dept 483 - ADMINISTRATION</b>		<b>16,894</b>	<b>25,669</b>	<b>23,163</b>	<b>26,844</b>	<b>1,175</b>	<b>4.58</b>

BUDGET REPORT FOR CITY OF OTSEGO  
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Fund 202 - MAJOR STREET FUND  
APPROPRIATIONS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
<b>Dept 486 - M-89 SURFACE MAINTENANCE</b>							
202-486-702.003	SALARY - FINANCE DIRECTOR	0	0	1,555	0	0	0.00
202-486-702.401	SALARY - DPW SUPERINTENDENT	0	0	0	0	0	0.00
202-486-703.401	FULL-TIME DPW SPECIALIST WAGES	615	631	631	622	(9)	(1.43)
202-486-704.401	PART-TIME & SEASONAL DPW WAGES	0	0	0	0	0	0.00
202-486-710.000	FICA PAYROLL TAX	44	48	117	51	3	6.25
202-486-712.000	HEALTH INSURANCE	121	113	113	114	1	0.88
202-486-713.000	LIFE INSURANCE	1	1	1	1	0	0.00
202-486-714.000	RETIREMENT PLAN CONTRIBUTIONS	52	60	159	62	2	3.33
202-486-715.000	DISABILITY INSURANCE	2	2	2	3	1	50.00
202-486-716.000	WORKERS COMPENSATION INSURANCE	22	28	28	25	(3)	(10.71)
202-486-725.000	EMPLOYEE ASSISTANCE PROGRAM	0	0	0	0	0	0.00
202-486-740.000	OPERATING SUPPLIES	35	400	400	400	0	0.00
202-486-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	1,028	730	730	730	0	0.00
202-486-801.001	CONTRACTS - SWEEPING	1,903	1,650	1,650	1,650	0	0.00
202-486-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
202-486-940.000	RENTALS - MOTOR POOL EQUIPMENT	416	415	415	415	0	0.00
202-486-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
<b>Totals for dept 486 - M-89 SURFACE MAINTENANCE</b>		<b>4,239</b>	<b>4,078</b>	<b>5,801</b>	<b>4,073</b>	<b>(5)</b>	<b>(0.12)</b>
<b>Dept 490 - M-89 TREES &amp; SHRUBS</b>							
202-490-702.401	SALARY - DPW SUPERINTENDENT	0	0	0	0	0	0.00
202-490-703.401	FULL-TIME DPW SPECIALIST WAGES	100	334	437	334	0	0.00
202-490-704.401	PART-TIME & SEASONAL DPW WAGES	0	0	0	0	0	0.00
202-490-710.000	FICA PAYROLL TAX	7	26	30	28	2	7.69
202-490-712.000	HEALTH INSURANCE	19	78	101	78	0	0.00
202-490-713.000	LIFE INSURANCE	0	0	1	0	0	0.00
202-490-714.000	RETIREMENT PLAN CONTRIBUTIONS	10	32	43	33	1	3.13
202-490-715.000	DISABILITY INSURANCE	0	1	2	1	0	0.00
202-490-716.000	WORKERS COMPENSATION INSURANCE	3	15	15	13	(2)	(13.33)
202-490-725.000	EMPLOYEE ASSISTANCE PROGRAM	0	0	0	0	0	0.00
202-490-740.000	OPERATING SUPPLIES	0	0	0	0	0	0.00
202-490-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0	0	0	0	0	0.00
202-490-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
202-490-940.000	RENTALS - MOTOR POOL EQUIPMENT	53	4,583	4,583	4,583	0	0.00
202-490-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
<b>Totals for dept 490 - M-89 TREES &amp; SHRUBS</b>		<b>192</b>	<b>5,069</b>	<b>5,212</b>	<b>5,070</b>	<b>1</b>	<b>0.02</b>
<b>Dept 491 - M-89 DRAINAGE</b>							
202-491-702.401	SALARY - DPW SUPERINTENDENT	0	0	0	0	0	0.00
202-491-703.401	FULL-TIME DPW SPECIALIST WAGES	0	0	0	0	0	0.00
202-491-704.401	PART-TIME & SEASONAL DPW WAGES	0	0	0	0	0	0.00
202-491-710.000	FICA PAYROLL TAX	0	0	0	0	0	0.00
202-491-712.000	HEALTH INSURANCE	0	0	0	0	0	0.00
202-491-713.000	LIFE INSURANCE	0	0	0	0	0	0.00
202-491-714.000	RETIREMENT PLAN CONTRIBUTIONS	0	0	0	0	0	0.00
202-491-715.000	DISABILITY INSURANCE	0	0	0	0	0	0.00
202-491-716.000	WORKERS COMPENSATION INSURANCE	0	0	0	0	0	0.00
202-491-725.000	EMPLOYEE ASSISTANCE PROGRAM	0	0	0	0	0	0.00
202-491-740.000	OPERATING SUPPLIES	0	2,000	0	0	(2,000)	(100.00)
202-491-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0	2,000	0	4,100	2,100	105.00
202-491-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
202-491-940.000	RENTALS - MOTOR POOL EQUIPMENT	0	3,200	0	0	(3,200)	(100.00)
202-491-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
<b>Totals for dept 491 - M-89 DRAINAGE</b>		<b>0</b>	<b>7,200</b>	<b>0</b>	<b>4,100</b>	<b>(3,100)</b>	<b>(43.06)</b>

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 202 - MAJOR STREET FUND  
APPROPRIATIONS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
Dept 494 - M-89 TRAFFIC SIGNS & SIGNALS							
202-494-702.401	SALARY - DPW SUPERINTENDENT	0	0	0	0	0	0.00
202-494-703.401	FULL-TIME DPW SPECIALIST WAGES	35	79	79	75	(4)	(5.06)
202-494-704.401	PART-TIME & SEASONAL DPW WAGES	0	0	0	0	0	0.00
202-494-710.000	FICA PAYROLL TAX	2	6	6	6	0	0.00
202-494-712.000	HEALTH INSURANCE	6	0	0	0	0	0.00
202-494-713.000	LIFE INSURANCE	0	0	0	0	0	0.00
202-494-714.000	RETIREMENT PLAN CONTRIBUTIONS	4	7	7	8	1	14.29
202-494-715.000	DISABILITY INSURANCE	0	0	0	0	0	0.00
202-494-716.000	WORKERS COMPENSATION INSURANCE	1	4	4	3	(1)	(25.00)
202-494-725.000	EMPLOYEE ASSISTANCE PROGRAM	0	0	0	0	0	0.00
202-494-740.000	OPERATING SUPPLIES	0	0	0	0	0	0.00
202-494-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
202-494-931.000	EQUIPMENT REPAIRS	0	85	85	85	0	0.00
202-494-940.000	RENTALS - MOTOR POOL EQUIPMENT	14	0	0	0	0	0.00
202-494-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
Totals for dept 494 - M-89 TRAFFIC SIGNS & SIGNALS		62	181	181	177	(4)	(2.21)
Dept 497 - M-89 SNOW PLOWING							
202-497-702.401	SALARY - DPW SUPERINTENDENT	0	0	0	0	0	0.00
202-497-703.401	FULL-TIME DPW SPECIALIST WAGES	221	709	709	971	262	36.95
202-497-704.401	PART-TIME & SEASONAL DPW WAGES	0	0	0	0	0	0.00
202-497-710.000	FICA PAYROLL TAX	17	54	54	57	3	5.56
202-497-712.000	HEALTH INSURANCE	6	72	72	72	0	0.00
202-497-713.000	LIFE INSURANCE	0	1	1	1	0	0.00
202-497-714.000	RETIREMENT PLAN CONTRIBUTIONS	9	67	67	69	2	2.99
202-497-715.000	DISABILITY INSURANCE	0	3	3	3	0	0.00
202-497-716.000	WORKERS COMPENSATION INSURANCE	7	32	32	27	(5)	(15.63)
202-497-725.000	EMPLOYEE ASSISTANCE PROGRAM	0	0	0	0	0	0.00
202-497-740.000	OPERATING SUPPLIES	220	0	0	0	0	0.00
202-497-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0	0	0	0	0	0.00
202-497-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
202-497-940.000	RENTALS - MOTOR POOL EQUIPMENT	270	0	388	0	0	0.00
202-497-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
Totals for dept 497 - M-89 SNOW PLOWING		750	938	1,326	1,200	262	27.93
Dept 498 - M-89 SNOW HAULING							
202-498-702.401	SALARY - DPW SUPERINTENDENT	1,054	1,086	1,086	1,310	224	20.63
202-498-703.401	FULL-TIME DPW SPECIALIST WAGES	2,139	1,192	2,884	1,739	547	45.89
202-498-704.401	PART-TIME & SEASONAL DPW WAGES	2	0	0	0	0	0.00
202-498-710.000	FICA PAYROLL TAX	233	174	277	197	23	13.22
202-498-712.000	HEALTH INSURANCE	675	537	612	541	4	0.74
202-498-713.000	LIFE INSURANCE	3	3	6	3	0	0.00
202-498-714.000	RETIREMENT PLAN CONTRIBUTIONS	281	221	337	247	26	11.76
202-498-715.000	DISABILITY INSURANCE	9	9	9	10	1	11.11
202-498-716.000	WORKERS COMPENSATION INSURANCE	118	102	130	99	(3)	(2.94)
202-498-725.000	EMPLOYEE ASSISTANCE PROGRAM	1	0	0	0	0	0.00
202-498-740.000	OPERATING SUPPLIES	0	0	0	0	0	0.00
202-498-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
202-498-860.000	TRANSPORTATION, LODGING & MEALS	0	0	0	0	0	0.00
202-498-940.000	RENTALS - MOTOR POOL EQUIPMENT	4,002	0	4,067	0	0	0.00
202-498-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
Totals for dept 498 - M-89 SNOW HAULING		8,517	3,324	9,408	4,146	822	24.73

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 202 - MAJOR STREET FUND  
APPROPRIATIONS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
Dept 901 - CAPITAL OUTLAY							
202-901-989.000	STREET REHABILITATION	1,306,821	15,000	23,608	85,000	70,000	466.67
Totals for dept 901 - CAPITAL OUTLAY		1,306,821	15,000	23,608	85,000	70,000	466.67
Dept 966 - TRANSFERS OUT & OTHER FINANCING USES							
202-966-995.203	TRANSFER TO LOCAL STREET FUND	0	100,000	100,000	100,000	0	0.00
Totals for dept 966 - TRANSFERS OUT & OTHER FINANCING USES		0	100,000	100,000	100,000	0	0.00
TOTAL APPROPRIATIONS		1,540,414	321,130	344,687	403,089	81,959	25.52
NET OF REVENUES/APPROPRIATIONS - FUND 202		(720,841)	162,470	105,582	108,888	(53,582)	(32.98)
BEGINNING FUND BALANCE		854,023	133,184	133,184	238,766	105,582	79.28
ENDING FUND BALANCE		133,182	295,654	238,766	347,654	52,000	17.59

# MAJOR STREET FUND 202

## ACTIVITIES 464 - 966 2026 - 2027 BUDGET

*NOTE: The following list provides a short general description of the various street services provided by this fund. Under each description is the approximate number of labor hours budgeted.*

464 SURFACE MAINTENANCE - provides routine patching of potholes, street openings, curb repair and replacement. The contracts accounts provide for replacing small sections of curb and gutter, as well as street sweeping and striping. Sweeping normally occurs in the early spring to remove sand spread over the winter for ice. Streets are also swept during dry summers to keep dust down and in the fall to prevent leaves from obstructing storm sewers. A contractor is scheduled to provide this service 11 times during the fiscal year.

DPW superintendent hours allocated:	109.2
DPW hours allocated:	216
Part-time/Seasonal hours allocated:	0

467 RIGHT OF WAY MAINTENANCE - provides maintenance and gravel to streets with shoulders, as well as sidewalk maintenance and repair of curb lawn disturbed during utility work. Annual spot sidewalk repair along streets maintained by this fund is also included. The City will calculate estimates of necessary repairs for each adjoining property involved and will evenly share sidewalk repairs with the property owner. The property owner may also contract the work to be completed, in accordance with City standards, and be reimbursed by the City for half of the expense, not to exceed the City's share in the original estimate.

DPW superintendent hours allocated:	46.8
DPW hours allocated:	86
Part-time/Seasonal hours allocated:	0

468 TREES & SHRUBS - provides for the trimming and/or removal of trees and shrubs in the curb lawn. The contracts account provides for stump grinding.

DPW superintendent hours allocated:	41.6
DPW hours allocated:	203.5
Part-time/Seasonal hours allocated:	0

469 DRAINAGE - provides maintenance and flushing of storm sewers and catch basins. The contracts account provides for rental of a specialized cleaning equipment the City does not own.

DPW superintendent hours allocated: 62.4  
DPW hours allocated: 173  
Part-time/Seasonal hours allocated: 0

473 BRIDGE MAINTENANCE - provides repair and general upkeep of the Farmer and North Street bridges. The contracts account provides for biannual engineering inspection the fall of each even numbered calendar year of the bridges.

DPW superintendent hours allocated: 10.4  
DPW hours allocated: 0

475 TRAFFIC SIGNS AND SIGNALS - provides maintenance, repair and replacement of traffic signs and signals.

DPW superintendent hours allocated: 20.8  
DPW hours allocated: 137  
Part-time/Seasonal hours allocated: 0

478 WINTER MAINTENANCE - provides snow plowing, sanding and salting of streets as necessary.

DPW superintendent hours allocated: 41.6  
DPW hours allocated: 134  
Part-time/Seasonal hours allocated: 0

483 ADMINISTRATION - five percent of the salary and benefits for the city manager and finance director are allocated for supervision and record keeping of Major Street work. The DPW superintendent charges time for job scheduling, daily street inspections, reporting and capital improvement planning. Administration expenditures are not to exceed ten percent of Act 51 Transportation Funds, if no other funding or subsidy is expected to be received.

DPW superintendent hours allocated: 57.2

- 486 M-89 SURFACE MAINTENANCE - provides routine patching of potholes, street openings, and curb repair on M-89.
- DPW superintendent hours allocated: 0  
DPW hours allocated: 18  
Part-time/Seasonal hours allocated: 0
- 490 M-89 TREES AND SHRUBS - provides trimming and/or cutting of trees and shrubs in the curb lawn.
- DPW superintendent hours allocated: 0  
DPW hours allocated: 10  
Part-time/Seasonal hours allocated: 0
- 491 M-89 DRAINAGE - provides maintenance and flushing of storm sewers and catch basins.
- DPW superintendent hours allocated: 0  
DPW hours allocated: 0
- 494 M-89 TRAFFIC SIGNS AND SIGNALS - provides maintenance and repair to traffic signs. The MDOT performs repair work to the Farmer Street and North Street traffic and pedestrian signals and charges the City a portion of the costs incurred.
- DPW superintendent hours allocated: 0  
DPW hours allocated: 2
- 497 M-89 SNOW PLOWING - provides snow plowing, sanding and salting of streets as necessary.
- DPW superintendent hours allocated: 0  
DPW hours allocated: 19  
Part-time/Seasonal hours allocated: 0

498 M-89 SNOW HAULING - provides for the removal of snow piles from the downtown area according to state contract.

DPW superintendent hours allocated:	26
DPW hours allocated:	34
Part-time/Seasonal hours allocated:	0

901 CAPITAL OUTLAY -

Annual surface maintenance program – Court Street	\$ 25,000
Engineering for future projects	\$ 60,000

966 TRANSFERS OUT & OTHER FINANCING USES

995.203 TRANSFER TO LOCAL STREET FUND - records the subsidy to Local Street Fund, if needed. The Major Street Fund may transfer up to 25 percent of the State Act 51 monies received.

Total DPW superintendent hours allocated:	416
Total DPW hours allocated:	1,032.5
Total Part-time/Seasonal hours allocated:	0

# LOCAL STREET FUND

## FUND 203 SUMMARY OF REVENUES & APPROPRIATIONS 2026 - 2027 BUDGET

### ESTIMATED REVENUES

STATE GRANT - ACT 51 MTF	\$ 165,755	
STATE GRANT - ACT 51 LRP	\$ 2,530	
STATE SHARED REVENUE - METRO ACT	\$ 10,920	
STATE GRANTS - OTHER	\$ 0	
OTHER REVENUE	\$ 8,000	
<u>TRANSFERS IN &amp; OTHER FINANCING SOURCES</u>	<u>\$ 350,000</u>	
TOTAL ESTIMATED REVENUES		\$ 537,205

### APPROPRIATIONS

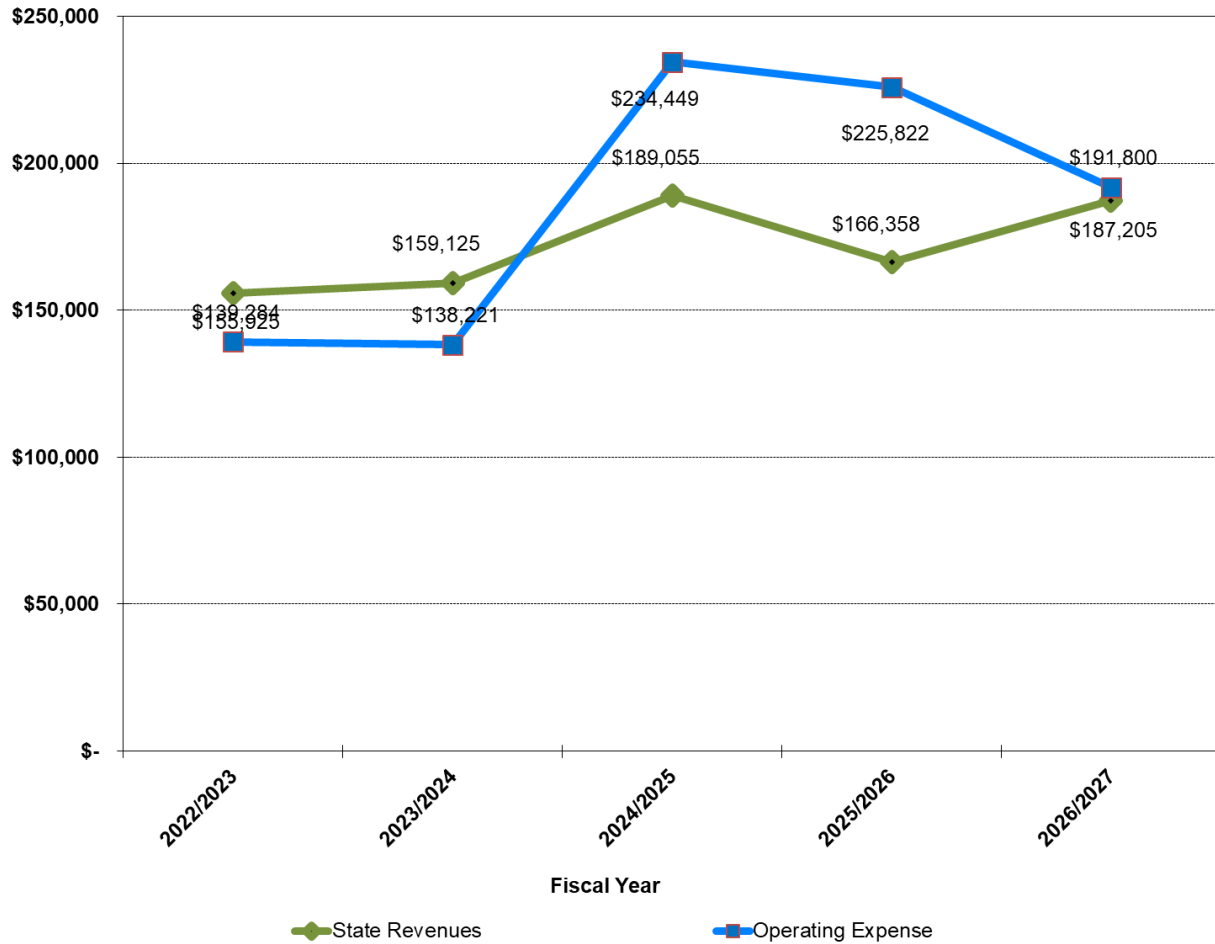
SURFACE MAINTENANCE	\$ 65,792	
RIGHT OF WAY MAINTENANCE	\$ 19,719	
TREES & SHRUBS	\$ 22,396	
DRAINAGE	\$ 16,180	
TRAFFIC SIGNS & SIGNALS	\$ 5,577	
WINTER MAINTENANCE	\$ 39,789	
ADMINISTRATION	\$ 22,347	
CAPITAL OUTLAY	\$ 90,000	
<u>TRANSFERS OUT &amp; OTHER FINANCING USES</u>	<u>\$ 0</u>	
TOTAL APPROPRIATIONS		\$ 281,800

NET CHANGES IN FUND BALANCES \$ 255,405

PROJECTED BEGINNING FUND BALANCES \$ 727,216

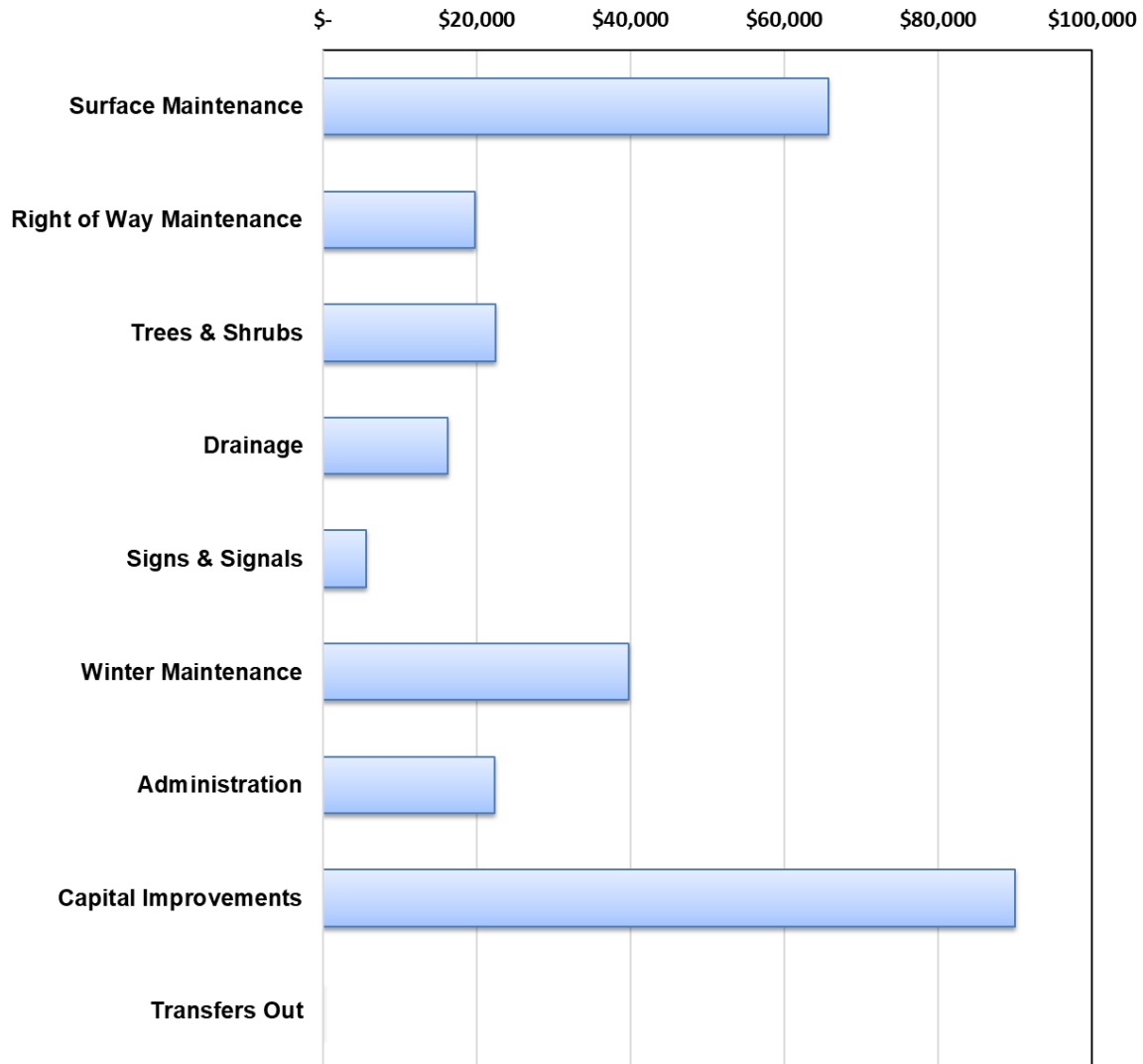
PROJECTED ENDING FUND BALANCES \$ 982,621

### LOCAL STREET FUND OPERATING EXPENDITURES AS COMPARED TO STATE SHARED REVENUES



The Local Street Fund Operating Expenditures as Compared to State Revenues graph illustrates the fact that State Revenues do not support the maintenance of our local streets. Therefore, a subsidy is necessary from either the Major Street Fund or Street and Bridge Fund to make up the difference. The operating expense amounts shown above do not include capital improvements.

## CITY OF OTSEGO LOCAL STREET FUND APPROPRIATIONS BY ACTIVITY



The Local Street Fund Recommendation by Activity side bar graph depicts the respective shares of Local Street Fund Activities to the total Local Street Fund Budget. Street surface maintenance, right-of-way maintenance and winter maintenance continue to be major operating expenditures for this fund.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 203 - LOCAL STREET FUND  
ESTIMATED REVENUES  
Dept 000 - REVENUE & BALANCE SHEET ACCTS

GL NUMBER	DESCRIPTION	2024-25	2025-26	2025-26	2026-27	2026-27	2026-27
		ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	APPROVED BUDGET	APPROVED AMT CHANGE	APPROVED % CHANGE
203-000-476.201	METRO ACT TELECOM PERMIT	0	0	0	0	0	0.00
203-000-528.000	FEDERAL GRANTS - OTHER	0	0	0	0	0	0.00
203-000-546.101	STATE GRANT - ACT 51 MTF	152,789	157,135	133,847	165,755	8,620	5.49
203-000-546.102	STATE GRANT - ACT 51 LRP	2,430	2,430	2,430	2,530	100	4.12
203-000-546.201	STATE GRANTS - METRO ACT	11,960	10,920	0	10,920	0	0.00
203-000-569.000	STATE GRANTS - OTHER	0	0	0	0	0	0.00
203-000-579.000	STATE CAPITAL GRANTS	0	0	0	0	0	0.00
203-000-626.002	CITY LABOR & MATERIALS	0	0	11,581	0	0	0.00
203-000-665.000	INTEREST	21,615	12,000	18,500	8,000	(4,000)	(33.33)
203-000-684.000	MISCELLANEOUS REVENUE	18	0	0	0	0	0.00
203-000-687.000	REFUNDS/REBATES	243	0	0	0	0	0.00
203-000-689.000	CASH OVER OR SHORT	0	0	0	0	0	0.00
Totals for dept 000 - REVENUE & BALANCE SHEET ACCTS		189,055	182,485	166,358	187,205	4,720	2.59

## LOCAL STREET FUND 203

### ESTIMATED REVENUES

#### ACTIVITY 000

#### 2026 - 2027 BUDGET

- 476.201 METRO ACT TELECOM PERMIT - Revenues from new telecommunication provider permits according to Public Act 48 of 2002 (the Metropolitan Extension Telecommunications Right-of-Way Oversight Act) which are distributed between the Major and Local Street Funds based upon street mileage.
- 528.000 FEDERAL GRANTS – OTHER - records federal funding for emergency services (such as FEMA). These grants are typically for major natural events causing street obstructions.
- 546.101 STATE GRANT - ACT 51 MTF – Public Act 51 of 1951 calls for 22 percent of the state fuel tax and vehicle registration revenues deposited into the Michigan Transportation Fund to be distributed to cities and villages to maintain local streets. These revenues are distributed based on formulas which take population and street mileage into consideration. County road commissions and the Michigan Department of Transportation each receive 39 percent of the funds. The State currently certifies that there are 12.64 miles of local streets.
- 546.102 STATE GRANT - ACT 51 LRP - additional revenues were made available for infrastructure repair/replacement by the State of Michigan. These revenues were generated by redirecting state trunk line fund revenues and from better efficiency in collecting fuel taxes as outlined in Act 225.
- 546.201 STATE SHARED REVENUE - METRO ACT - Public Act 48 of 2002 (the Metropolitan Extension Telecommunications Right-of-Way Oversight Act) established a state fee of five cents (5¢) per linear foot to be paid by telecommunications providers occupying local rights-of-way. The state annually distributes these fees each May. These monies are allocated between Major and Local Street Funds by ratio of state certified mileage for rights-of-way maintenance.
- 569.000 STATE GRANTS - OTHER - Beginning in fiscal year 2013-2014, the State Legislature has provided one-time grants to local units to for transportation purposes. These monies are included in the budget based upon the same proration of total Act 51 Funds - 75 percent to major streets, 25 percent to local streets.
- 579.000 STATE CAPITAL GRANTS - PA 51 of 1951 also calls for approximately 25 percent of federal aid to local jurisdictions for us on federal-aid-eligible roads. In Fiscal Year 2019-2020, the State provided 50 percent funding for an expanded milling and resurfacing program through Category “B” of the Transportation Economic Development Fund.
- 626.002 CITY LABOR & MATERIALS - charges for City labor outside normal scope of services. Charges are based upon employee wages, fringe benefits, materials and motor equipment used.
- 665.000 INTEREST – records interest earned on deposits and investments.

LOCAL STREET FUND ESTIMATED REVENUES - Cont.

684.000 MISCELLANEOUS REVENUE - records other non-specified revenues.

687.000 REFUNDS/REBATES - records rebates and refunds for expenses paid in a prior fiscal year.

689.000 CASH SHORT/OVER - balances untraceable or immaterial errors.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 203 - LOCAL STREET FUND  
ESTIMATED REVENUES  
Dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES

GL NUMBER	DESCRIPTION	2024-25	2025-26	2025-26	2026-27	2026-27	2026-27
		ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	APPROVED BUDGET	APPROVED AMT CHANGE	APPROVED % CHANGE
203-931-693.000	SALE OF CAPITAL ASSETS (GOVERNMENTAL)	0	0	0	0	0	0.00
203-931-698.000	BOND OR INSURANCE RECOVERIES	0	0	0	0	0	0.00
203-931-699.101	INTERFUND TRANSFER IN - GENERAL FUND	0	0	0	0	0	0.00
203-931-699.202	INTERFUND TRANSFER IN - MAJOR STREETS	0	100,000	100,000	100,000	0	0.00
203-931-699.211	INTERFUND TRANSFER IN - STREET & BRIDGE	84,000	205,000	205,000	250,000	45,000	21.95
203-931-699.805	INTERFUND TRANSFER IN - SPECIAL ASSMT	0	0	0	0	0	0.00
Totals for dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES		84,000	305,000	305,000	350,000	45,000	14.75
TOTAL ESTIMATED REVENUES		273,055	487,485	471,358	537,205	49,720	10.20

## LOCAL STREET FUND 203

### TRANSFERS IN & OTHER FINANCING SOURCES

#### ACTIVITY 931

#### 2026 - 2027 BUDGET

693.000 SALE OF CAPITAL ASSETS (GOVERNMENTAL) – records the sale of unneeded assets. Property may be purchased in order to facilitate the widening of streets and/or rights-of-way. The remaining unneeded property may then be sold.

698.000 BOND OR INSURANCE RECOVERIES - amounts received from bond or insurance claims.

699.101 INTERFUND TRANSFER IN – GENERAL FUND - reflects subsidy from the General Fund, as necessary.

699.202 INTERFUND TRANSFER IN – MAJOR STREET FUND - reflects subsidy from the Major Street Fund, as necessary.

699.211 INTERFUND TRANSFER IN – STREET & BRIDGE FUND - reflects subsidy from the Street and Bridge Fund, as necessary.

699.805 INTERFUND TRANSFER IN – SPECIAL ASSESSMENT CAPITAL IMPROVEMENT FUND - reflects subsidy from the Special Assessment Capital Improvement Bridge Fund, as necessary.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 203 - LOCAL STREET FUND  
APPROPRIATIONS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
<b>Dept 464 - SURFACE MAINTENANCE</b>							
203-464-702.401	SALARY - DPW SUPERINTENDENT	5,693	4,993	6,743	6,025	1,032	20.67
203-464-703.401	FULL-TIME DPW SPECIALIST WAGES	4,803	14,331	14,331	14,388	57	0.40
203-464-704.401	PART-TIME & SEASONAL DPW WAGES	0	0	0	0	0	0.00
203-464-710.000	FICA PAYROLL TAX	726	1,478	1,478	1,625	147	9.95
203-464-712.000	HEALTH INSURANCE	2,506	3,996	3,996	4,032	36	0.90
203-464-713.000	LIFE INSURANCE	11	25	25	25	0	0.00
203-464-714.000	RETIREMENT PLAN CONTRIBUTIONS	973	1,860	1,860	2,004	144	7.74
203-464-715.000	DISABILITY INSURANCE	32	76	76	82	6	7.89
203-464-716.000	WORKERS COMPENSATION INSURANCE	403	865	865	801	(64)	(7.40)
203-464-725.000	EMPLOYEE ASSISTANCE PROGRAM	4	5	10	10	5	100.00
203-464-740.000	OPERATING SUPPLIES	1,686	8,500	10,000	10,000	1,500	17.65
203-464-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	1,617	3,000	3,000	3,000	0	0.00
203-464-801.001	CONTRACTS - SWEEPING	15,854	17,000	17,000	17,000	0	0.00
203-464-801.002	CONTRACTS - PAVEMENT MARKING	0	0	0	0	0	0.00
203-464-820.000	SERVICE AGREEMENTS	2,300	2,300	2,300	2,300	0	0.00
203-464-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
203-464-860.000	TRANSPORTATION, LODGING & MEALS	0	0	0	0	0	0.00
203-464-940.000	RENTALS - MOTOR POOL EQUIPMENT	3,266	4,500	4,500	4,500	0	0.00
203-464-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
<b>Totals for dept 464 - SURFACE MAINTENANCE</b>		<b>39,874</b>	<b>62,929</b>	<b>66,184</b>	<b>65,792</b>	<b>2,863</b>	<b>4.55</b>
<b>Dept 467 - RIGHT-OF-WAY MAINTENANCE</b>							
203-467-702.401	SALARY - DPW SUPERINTENDENT	3,584	2,822	4,246	3,405	583	20.66
203-467-703.401	FULL-TIME DPW SPECIALIST WAGES	4,186	1,762	4,031	1,757	(5)	(0.28)
203-467-704.401	PART-TIME & SEASONAL DPW WAGES	0	0	0	0	0	0.00
203-467-710.000	FICA PAYROLL TAX	536	351	633	406	55	15.67
203-467-712.000	HEALTH INSURANCE	2,224	1,295	1,770	1,307	12	0.93
203-467-713.000	LIFE INSURANCE	9	6	12	6	0	0.00
203-467-714.000	RETIREMENT PLAN CONTRIBUTIONS	737	448	817	512	64	14.29
203-467-715.000	DISABILITY INSURANCE	24	18	31	21	3	16.67
203-467-716.000	WORKERS COMPENSATION INSURANCE	296	205	290	205	0	0.00
203-467-725.000	EMPLOYEE ASSISTANCE PROGRAM	5	10	10	10	0	0.00
203-467-740.000	OPERATING SUPPLIES	956	6,000	6,000	6,000	0	0.00
203-467-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	385	2,000	2,000	2,000	0	0.00
203-467-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
203-467-860.000	TRANSPORTATION, LODGING & MEALS	0	90	0	90	0	0.00
203-467-930.001	SIDEWALK REPAIR	0	0	0	0	0	0.00
203-467-940.000	RENTALS - MOTOR POOL EQUIPMENT	1,959	4,000	4,000	4,000	0	0.00
203-467-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
<b>Totals for dept 467 - RIGHT-OF-WAY MAINTENANCE</b>		<b>14,901</b>	<b>19,007</b>	<b>23,840</b>	<b>19,719</b>	<b>712</b>	<b>3.75</b>
<b>Dept 468 - TREES &amp; SHRUBS</b>							
203-468-702.401	SALARY - DPW SUPERINTENDENT	2,530	1,737	2,998	2,096	359	20.67
203-468-703.401	FULL-TIME DPW SPECIALIST WAGES	12,567	4,253	4,253	4,176	(77)	(1.81)
203-468-704.401	PART-TIME & SEASONAL DPW WAGES	2	0	0	0	0	0.00
203-468-710.000	FICA PAYROLL TAX	1,064	458	458	505	47	10.26
203-468-712.000	HEALTH INSURANCE	3,989	1,146	1,146	1,156	10	0.87
203-468-713.000	LIFE INSURANCE	15	8	8	8	0	0.00
203-468-714.000	RETIREMENT PLAN CONTRIBUTIONS	1,416	577	577	624	47	8.15
203-468-715.000	DISABILITY INSURANCE	51	24	24	26	2	8.33
203-468-716.000	WORKERS COMPENSATION INSURANCE	527	275	275	250	(25)	(9.09)
203-468-725.000	EMPLOYEE ASSISTANCE PROGRAM	5	5	5	5	0	0.00
203-468-740.000	OPERATING SUPPLIES	73	100	100	100	0	0.00
203-468-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	17	1,400	1,400	1,400	0	0.00
203-468-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
203-468-860.000	TRANSPORTATION, LODGING & MEALS	0	50	50	50	0	0.00
203-468-940.000	RENTALS - MOTOR POOL EQUIPMENT	13,066	12,000	12,000	12,000	0	0.00
203-468-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
<b>Totals for dept 468 - TREES &amp; SHRUBS</b>		<b>35,322</b>	<b>22,033</b>	<b>23,294</b>	<b>22,396</b>	<b>363</b>	<b>1.65</b>

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 203 - LOCAL STREET FUND  
APPROPRIATIONS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
<b>Dept 469 - DRAINAGE</b>							
203-469-702.401	SALARY - DPW SUPERINTENDENT	1,687	1,737	1,998	2,096	359	20.67
203-469-703.401	FULL-TIME DPW SPECIALIST WAGES	1,692	2,411	4,726	2,382	(29)	(1.20)
203-469-704.401	PART-TIME & SEASONAL DPW WAGES	0	0	0	0	0	0.00
203-469-710.000	FICA PAYROLL TAX	236	317	514	357	40	12.62
203-469-712.000	HEALTH INSURANCE	630	985	1,736	994	9	0.91
203-469-713.000	LIFE INSURANCE	3	5	10	5	0	0.00
203-469-714.000	RETIREMENT PLAN CONTRIBUTIONS	295	402	672	445	43	10.70
203-469-715.000	DISABILITY INSURANCE	9	16	25	18	2	12.50
203-469-716.000	WORKERS COMPENSATION INSURANCE	82	100	100	178	78	78.00
203-469-725.000	EMPLOYEE ASSISTANCE PROGRAM	1	5	5	5	0	0.00
203-469-740.000	OPERATING SUPPLIES	777	4,000	4,000	4,000	0	0.00
203-469-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	84,325	2,000	15,055	2,000	0	0.00
203-469-820.000	SERVICE AGREEMENTS	621	700	700	700	0	0.00
203-469-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
203-469-860.000	TRANSPORTATION, LODGING & MEALS	0	0	0	0	0	0.00
203-469-940.000	RENTALS - MOTOR POOL EQUIPMENT	1,066	3,000	3,000	3,000	0	0.00
203-469-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
Totals for dept 469 - DRAINAGE		91,424	15,678	32,541	16,180	502	3.20
<b>Dept 475 - TRAFFIC SIGNS &amp; SIGNALS</b>							
203-475-702.401	SALARY - DPW SUPERINTENDENT	421	434	499	524	90	20.74
203-475-703.401	FULL-TIME DPW SPECIALIST WAGES	312	2,172	2,172	2,144	(28)	(1.29)
203-475-704.401	PART-TIME & SEASONAL DPW WAGES	0	0	0	0	0	0.00
203-475-710.000	FICA PAYROLL TAX	51	199	199	217	18	9.05
203-475-712.000	HEALTH INSURANCE	169	601	601	606	5	0.83
203-475-713.000	LIFE INSURANCE	1	3	3	3	0	0.00
203-475-714.000	RETIREMENT PLAN CONTRIBUTIONS	65	251	251	266	15	5.98
203-475-715.000	DISABILITY INSURANCE	2	10	10	11	1	10.00
203-475-716.000	WORKERS COMPENSATION INSURANCE	28	117	117	106	(11)	(9.40)
203-475-725.000	EMPLOYEE ASSISTANCE PROGRAM	0	0	0	0	0	0.00
203-475-740.000	OPERATING SUPPLIES	159	1,000	2,000	1,000	0	0.00
203-475-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
203-475-860.000	TRANSPORTATION, LODGING & MEALS	0	0	0	0	0	0.00
203-475-940.000	RENTALS - MOTOR POOL EQUIPMENT	238	700	700	700	0	0.00
203-475-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
Totals for dept 475 - TRAFFIC SIGNS & SIGNALS		1,446	5,487	6,552	5,577	90	1.64
<b>Dept 478 - WINTER MAINTENANCE</b>							
203-478-702.401	SALARY - DPW SUPERINTENDENT	2,531	1,737	2,998	2,096	359	20.67
203-478-703.401	FULL-TIME DPW SPECIALIST WAGES	9,913	5,858	15,600	10,047	4,189	71.51
203-478-704.401	PART-TIME & SEASONAL DPW WAGES	8	0	0	0	0	0.00
203-478-710.000	FICA PAYROLL TAX	917	581	1,423	641	60	10.33
203-478-712.000	HEALTH INSURANCE	2,411	1,843	3,311	1,860	17	0.92
203-478-713.000	LIFE INSURANCE	11	10	30	10	0	0.00
203-478-714.000	RETIREMENT PLAN CONTRIBUTIONS	881	733	1,272	788	55	7.50
203-478-715.000	DISABILITY INSURANCE	36	30	46	32	2	6.67
203-478-716.000	WORKERS COMPENSATION INSURANCE	428	340	548	315	(25)	(7.35)
203-478-725.000	EMPLOYEE ASSISTANCE PROGRAM	4	0	7	0	0	0.00
203-478-740.000	OPERATING SUPPLIES	7,359	8,000	8,000	8,000	0	0.00
203-478-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0	0	0	0	0	0.00
203-478-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
203-478-860.000	TRANSPORTATION, LODGING & MEALS	0	0	0	0	0	0.00
203-478-940.000	RENTALS - MOTOR POOL EQUIPMENT	13,833	14,000	20,123	16,000	2,000	14.29
203-478-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	0	0	0	0	0	0.00
Totals for dept 478 - WINTER MAINTENANCE		38,332	33,132	53,358	39,789	6,657	20.09

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 203 - LOCAL STREET FUND  
APPROPRIATIONS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
Dept 483 - ADMINISTRATION							
203-483-702.001	SALARY - CITY MANAGER	6,078	6,237	6,209	7,090	853	13.68
203-483-702.003	SALARY - FINANCE DIRECTOR	0	5,052	3,011	5,188	136	2.69
203-483-702.401	SALARY - DPW SUPERINTENDENT	844	434	999	524	90	20.74
203-483-710.000	FICA PAYROLL TAX	489	897	782	979	82	9.14
203-483-712.000	HEALTH INSURANCE	1,462	2,377	2,377	1,845	(532)	(22.38)
203-483-713.000	LIFE INSURANCE	8	14	14	14	0	0.00
203-483-714.000	RETIREMENT PLAN CONTRIBUTIONS	690	1,171	1,171	1,210	39	3.33
203-483-715.000	DISABILITY INSURANCE	25	48	48	50	2	4.17
203-483-716.000	WORKERS COMPENSATION INSURANCE	48	35	48	53	18	51.43
203-483-725.000	EMPLOYEE ASSISTANCE PROGRAM	2	5	5	5	0	0.00
203-483-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0	500	500	500	0	0.00
203-483-803.000	AUDITING SERVICES	788	810	810	810	0	0.00
203-483-804.000	BANKING CHARGES	485	500	500	500	0	0.00
203-483-806.000	COMPUTER SERVICES	0	300	300	300	0	0.00
203-483-810.000	LEGAL SERVICES	0	0	0	0	0	0.00
203-483-820.000	SERVICE AGREEMENTS	0	650	650	650	0	0.00
203-483-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
203-483-850.000	TELEPHONE SERVICE	278	400	400	400	0	0.00
203-483-851.000	POSTAGE	0	0	0	0	0	0.00
203-483-852.000	MISC COMM/INTERNET	247	190	190	190	0	0.00
203-483-860.000	TRANSPORTATION, LODGING & MEALS	0	0	0	0	0	0.00
203-483-900.000	PRINTING & PUBLISHING	0	0	0	0	0	0.00
203-483-931.000	EQUIPMENT REPAIRS	0	0	0	0	0	0.00
203-483-940.000	RENTALS - MOTOR POOL EQUIPMENT	67	150	150	150	0	0.00
203-483-955.000	MEMBERSHIPS / DUES	388	450	450	450	0	0.00
203-483-956.001	TUITION REIMBURSEMENT	0	0	0	0	0	0.00
203-483-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	1,251	1,439	1,439	1,439	0	0.00
Totals for dept 483 - ADMINISTRATION		13,150	21,659	20,053	22,347	688	3.18
Dept 901 - CAPITAL OUTLAY							
203-901-971.000	LAND PURCHASES	0	0	0	0	0	0.00
203-901-989.000	STREET REHABILITATION	0	72,000	96,389	90,000	18,000	25.00
Totals for dept 901 - CAPITAL OUTLAY		0	72,000	96,389	90,000	18,000	25.00
TOTAL APPROPRIATIONS		234,449	251,925	322,211	281,800	29,875	11.86
NET OF REVENUES/APPROPRIATIONS - FUND 203		38,606	235,560	149,147	255,405	19,845	8.42
BEGINNING FUND BALANCE		539,460	578,069	578,069	727,216	149,147	25.80
ENDING FUND BALANCE		578,066	813,629	727,216	982,621	168,992	20.77

## LOCAL STREET FUND 203

### ACTIVITIES 464 - 992 2026 - 2027 BUDGET

*NOTE: The following list provides a short general description of the various street services provided by this fund. Under each description is the approximate number of labor hours budgeted.*

464 SURFACE MAINTENANCE - provides routine patching of potholes, street openings, curb repair and replacement. The contracts accounts provide for replacing small sections of curb and gutter, as well as street sweeping and striping. Sweeping normally occurs in the early spring to remove sand spread over the winter for ice. Streets are also swept during dry summers to keep dust down and in the fall to prevent leaves from obstructing storm sewers. A contractor is scheduled to provide this service 11 times during the fiscal year.

DPW superintendent hours allocated:	119.6
DPW hours allocated:	409.5
Part-time/Seasonal hours allocated:	0

467 RIGHT OF WAY MAINTENANCE - provides maintenance and gravel to streets with shoulders and repair to tree lawns that have been disturbed for utility work. Annual spot sidewalk repair along streets maintained by this fund is also included. The City will calculate estimates of necessary repairs for each adjoining property involved and will evenly share sidewalk repairs with the property owner. The property owner may also contract the work to be completed, in accordance with City standards, and be reimbursed by the City for half of the expense, not to exceed the City's share in the original estimate.

DPW superintendent hours allocated:	67.6
DPW hours allocated:	52
Part-time/Seasonal hours allocated:	0

468 TREES & SHRUBS - provides trimming and/or cutting of trees and shrubs in the curb lawn. The contracts account provides stump grinding.

DPW superintendent hours allocated:	41.6
DPW hours allocated:	120.5
Part-time/Seasonal hours allocated:	0

469 DRAINAGE - provides maintenance and flushing of storm sewers and catch basins. The contracts account provides for rental of outside cleaning equipment not owned by the City.

DPW superintendent hours allocated: 41.6  
DPW hours allocated: 70  
Part-time/Seasonal hours allocated: 0

475 TRAFFIC SIGNS AND SIGNALS - provides maintenance, repair and replacement of traffic signs and signals.

DPW superintendent hours allocated: 10.4  
DPW hours allocated: 63  
Part-time/Seasonal hours allocated: 0

478 WINTER MAINTENANCE - provides snow plowing, sanding and salting of streets as necessary.

DPW superintendent hours allocated: 41.6  
DPW hours allocated: 172  
Part-time/Seasonal hours allocated: 0

483 ADMINISTRATION - five percent of the wages and benefits for the city manager and finance director are allocated for supervision and record keeping of Local Street work. The DPW superintendent charges time for job scheduling, daily street inspections, reporting and capital improvement planning. Administration expenditures are not to exceed ten percent of Act 51 Transportation Funds, if no other funding or subsidy is expected to be received.

DPW superintendent hours allocated: 10.4

901 CAPITAL OUTLAY -

Annual surface maintenance program \$902,000

The following streets are slated for maintenance.

- Charles Street
- Kalamazoo Street
- South Fair Street
- Watson Road

Total DPW superintendent hours allocated:	332.8
Total DPW hours allocated:	887
Total Part-time/Seasonal hours allocated:	0

PUBLIC SAFETY FUND 205

SUMMARY OF REVENUES & APPROPRIATIONS  
2026 - 2027 BUDGET

ESTIMATED REVENUES

PROPERTY TAXES & INTEREST	\$ 492,352	
LOCAL COMMUNITY STABILIZATION AUTHORITY	\$ 85,000	
BUILDING, ELECTRICAL & MECHANICAL PERMITS	\$ 25,000	
REVENUES FROM TOWNSHIP	\$ 460,788	
OTHER REVENUE	\$ 103,814	
<u>TRANSFERS IN &amp; OTHER FINANCING SOURCES</u>	<u>\$ 1,000,000</u>	
TOTAL ESTIMATED REVENUES		\$2,166,954

APPROPRIATIONS

POLICE DEPARTMENT	\$ 1,259,971	
FIRE DEPARTMENT	\$ 980,723	
BUILDING INSPECTION DEPARTMENT	\$ 29,752	
<u>TRANSFERS OUT &amp; OTHER FINANCING USES</u>	<u>\$ 133,670</u>	
TOTAL APPROPRIATIONS		\$2,404,116

(CONTINUED NEXT PAGE)

# PUBLIC SAFETY FUND 205

## SUMMARY OF REVENUES & APPROPRIATIONS

### 2026 - 2027 BUDGET

(CONTINUED)

NET CHANGES IN FUND BALANCES (\$ 237,162)

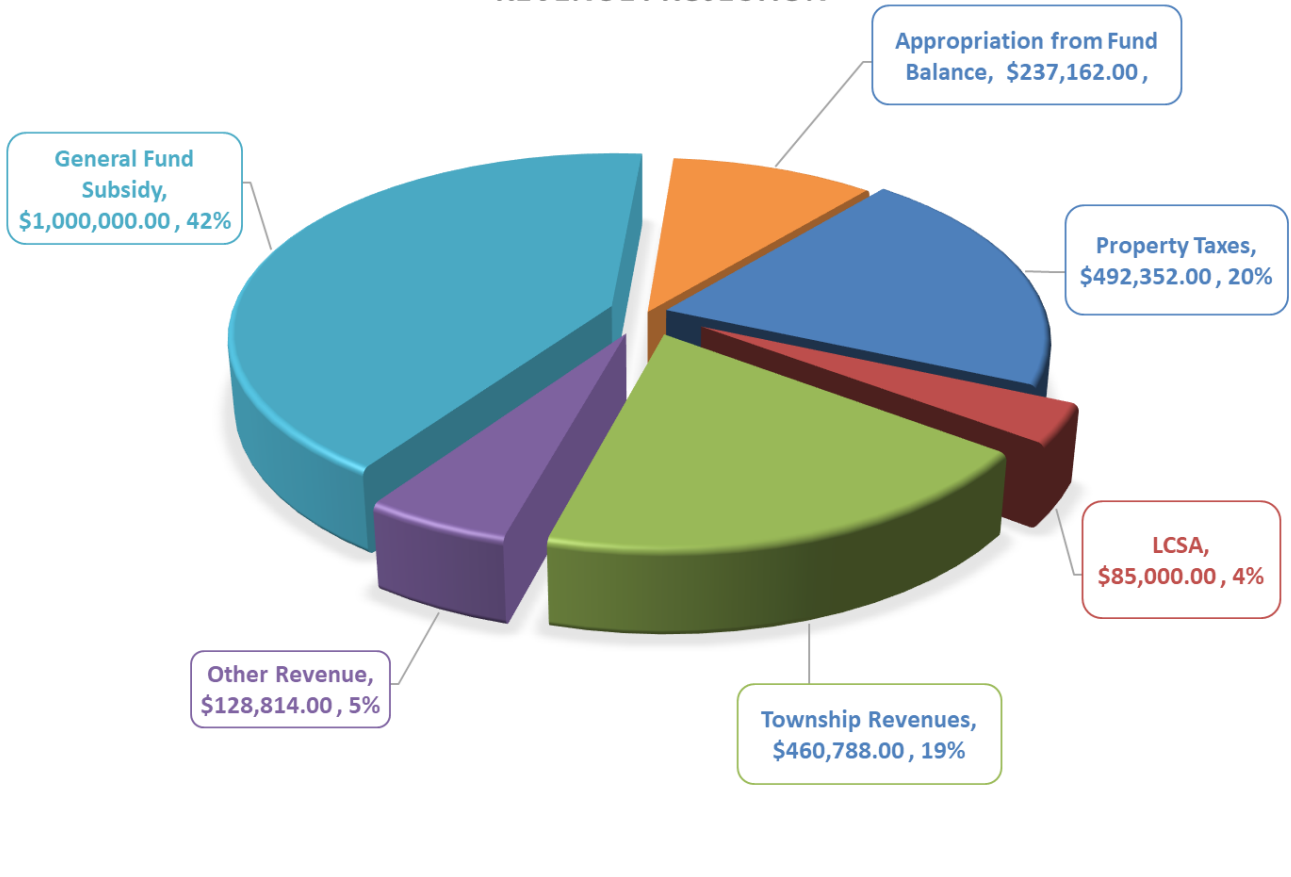
#### PROJECTED BEGINNING FUND BALANCES

FUND BALANCE - RESTRICTED	\$ 341,808	
FUND BALANCE RESTRICTED - PD 302/203 TRAINING	\$ 6,545	
FUND BALANCE RESTRICTED - BUILDING AUTHORITY	\$ 0	
<u>FUND BALANCE RESTRICTED - DRUG ENFORCEMENT</u>	<u>\$ 0</u>	
TOTAL PROJECTED BEGINNING FUND BALANCES		\$ 348,353

#### PROJECTED ENDING FUND BALANCES

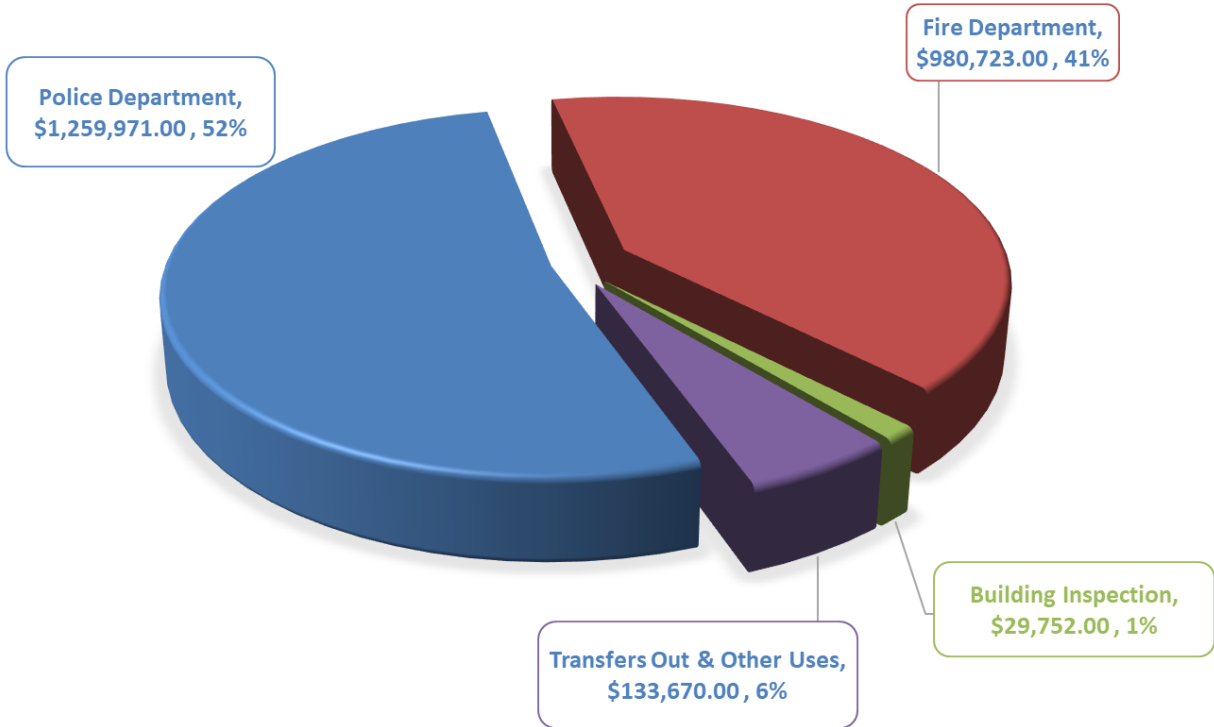
FUND BALANCE - RESTRICTED	\$ 104,646	
FUND BALANCE RESTRICTED - PD 302/203 TRAINING	\$ 6,545	
FUND BALANCE RESTRICTED - BUILDING AUTHORITY	\$ 0	
<u>FUND BALANCE RESTRICTED - DRUG ENFORCEMENT</u>	<u>\$ 0</u>	
TOTAL PROJECTED BEGINNING FUND BALANCES		\$ 111,191

### CITY OF OTSEGO PUBLIC SAFETY FUND REVENUE PROJECTION



The City of Otsego Public Safety Fund Revenue Projection shows that the Public Safety millage will support 20 percent of the annual revenues. The Public Safety Fund could not operate without the subsidy from the General Fund which amounts to 42 percent of the annual funds needed.

**CITY OF OTSEGO PUBLIC SAFETY FUND  
APPROPRIATIONS**



The Public Safety Appropriations pie graph shows each activity's respective share of appropriations. The police department is largest and comprises 56 percent of this fund's appropriations for the year. Transfers Out identifies monies placed into capital outlay (sinking) funds to be used in the future for building repair (or improvements) and equipment purchases over the \$5,000.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 205 - PUBLIC SAFETY FUND  
ESTIMATED REVENUES  
Dept 000 - REVENUE & BALANCE SHEET ACCTS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
205-000-402.000	REAL PROPERTY TAXES	443,351	450,851	459,511	463,655	12,804	2.84
205-000-410.000	PERSONAL PROPERTY TAXES	15,516	15,319	15,319	16,645	1,326	8.66
205-000-411.000	PRIOR YEAR REAL PROPERTY TAXES	0	0	(357)	0	0	0.00
205-000-412.000	PRIOR YEAR REAL PROPERTY TAXES	0	0	0	0	0	0.00
205-000-437.100	IFT REAL PROPERTY TAXES	11,535	11,703	11,703	12,052	349	2.98
205-000-437.200	IFT PERSONAL PROPERTY TAXES	0	0	0	0	0	0.00
205-000-445.000	PENALTIES & INTEREST ON TAXES	289	0	829	0	0	0.00
205-000-481.000	RENTAL UNIT LICENSE FEES	0	0	0	0	0	0.00
205-000-496.000	POLICE DEPT PERMITS	0	0	40	0	0	0.00
205-000-505.301	FEDERAL PUBLIC SAFETY GRANTS - POLICE	0	0	1,856	0	0	0.00
205-000-505.336	FEDERAL PUBLIC SAFETY GRANTS - FIRE	0	0	0	0	0	0.00
205-000-528.000	FEDERAL GRANTS - OTHER	0	0	0	0	0	0.00
205-000-543.000	STATE GRANTS - PUBLIC SAFETY	0	0	0	0	0	0.00
205-000-543.001	STATE GRANTS - LIQUOR LICENSES	2,576	2,500	2,500	2,500	0	0.00
205-000-543.203	STATE GRANTS - PD TRAINING PA 203 CPE	7,000	7,000	7,000	7,000	0	0.00
205-000-543.302	STATE GRANTS - PD TRAINING ACT 302	2,614	2,600	3,014	3,000	400	15.38
205-000-543.336	STATE GRANTS - FIRE DEPT.	10,500	0	0	0	0	0.00
205-000-569.000	STATE GRANTS - OTHER	0	0	682	0	0	0.00
205-000-569.253	STATE GRANTS - SBTE REIMBURSEMENT	0	0	602	0	0	0.00
205-000-573.000	LOCAL COMM STABILIZATION SHARE	86,780	80,000	89,829	85,000	5,000	6.25
205-000-574.002	STATE SHARED REVENUE - CVTRS/STATUTORY	0	0	0	0	0	0.00
205-000-582.000	CONTRIBUTIONS FROM TOWNSHIP	0	0	0	0	0	0.00
205-000-582.001	FIRE SERVICE CONTRACT - TWP	261,172	306,582	306,582	397,895	91,313	29.78
205-000-582.002	FIREFIGHTER FEES - OTSEGO TWP	38,483	55,476	25,576	62,893	7,417	13.37
205-000-582.003	FIRE SERVICE CONTRACTS - OTHER	0	0	0	0	0	0.00
205-000-582.004	FIRE TRAINING FEES	0	0	0	0	0	0.00
205-000-584.000	CONTRIBUTIONS - OTSEGO PUBLIC SCHOOLS	73,214	75,399	75,399	77,314	1,915	2.54
205-000-626.301	POLICE DEPT SERVICES	503	1,000	1,000	1,000	0	0.00
205-000-626.336	FIRE DEPT SERVICES	3,750	3,000	3,000	1,000	(2,000)	(66.67)
205-000-627.001	BUILDING INSPECTION FEES	5,839	5,556	11,982	7,000	1,444	25.99
205-000-627.002	ELECTRICAL INSPECTION FEES	7,576	5,556	4,432	4,000	(1,556)	(28.01)
205-000-627.003	MECHANICAL/PLUMBING INSPECTION FEES	9,382	8,888	7,494	9,000	112	1.26
205-000-627.004	RENTAL UNIT INSPECTION FEES	0	0	4,070	5,000	5,000	0.00
205-000-656.000	POLICE FINES	3,001	2,500	2,000	2,000	(500)	(20.00)
205-000-659.000	FORFEITED PROPERTY	0	0	0	0	0	0.00
205-000-665.000	INTEREST	17,894	7,000	15,600	10,000	3,000	42.86
205-000-674.301	CONTRIBUTIONS TO POLICE DEPT	5,050	0	0	0	0	0.00
205-000-674.336	CONTRIBUTIONS TO FIRE DEPT	0	0	19,107	0	0	0.00
205-000-684.000	MISCELLANEOUS REVENUE	77	0	0	0	0	0.00
205-000-687.000	REFUNDS/REBATES	5,692	0	3,069	0	0	0.00
205-000-689.000	CASH OVER OR SHORT	0	0	0	0	0	0.00
205-000-693.301	SALE OF CAPITAL ASSETS - POLICE DEPT	6,650	0	0	0	0	0.00
Totals for dept 000 - REVENUE & BALANCE SHEET ACCTS		1,018,444	1,040,930	1,071,839	1,166,954	126,024	12.11

# PUBLIC SAFETY FUND 205

## REVENUE ACCOUNTS

### ACTIVITY 000

### 2026 - 2027 BUDGET

PROPERTY TAX CALCULATION - tax revenues are based upon a public safety millage of 3.819 mills. Voters approved the levy of up to 4.0000 mills in May of 2023. The millage runs for ten years (Tax Years 2023 through 2032). The maximum allowed has been reduced by the Headlee Amendment to the State Constitution and can only be restored by voter approval.

[Note: New industrial facilities tax abatements (IFT's) are calculated at one-half of the respective millage rates. Rehabilitation IFT's have their original Taxable Value frozen but are taxed at the full rate. In addition, P.A. 8 of 2010 freezes the Taxable Value and the millage rate on Senior/Disabled Housing (Baraga Manor) at 2008 values.

<u>AD VALOREM PARCELS</u>	<u>TAXABLE VALUE</u>	<u>INDUSTRIAL TAX ABATMENTS</u>	<u>TAXABLE VALUE</u>
Real Property	\$ 125,733,086	IFT - Real Rehab	\$ 0 (Frozen TV, full millage)
Personal Property	\$ 4,356,600	IFT - Real New	\$ 6,308,899 (1/2 millage rate)
<u>Total Ad Valorem</u>	<u>\$ 130,089,686</u>	<u>Total IFTs</u>	<u>\$ 6,308,899</u>
Effective Taxable Value at full rate:		\$ 133,244,136	

402.000 REAL PROPERTY TAXES - tax revenues based upon the available ad valorem real property taxable value and the public safety millage rate.

410.000 PERSONAL PROPERTY TAXES - tax revenues based upon the available ad valorem personal property taxable value and the public safety millage rate.

411.000 PRIOR YEAR REAL PROPERTY TAXES - reflects public safety tax revenues on real property due to events such as Michigan Tax Tribunal Rulings affecting specific property taxable values for one or more prior years.

412.000 PRIOR YEAR PERSONAL PROPERTY TAXES - reflects public safety tax revenues on personal property due to events such as Michigan Tax Tribunal Rulings affecting specific property taxable values for one or more prior years.

437.100 IFT REAL PROPERTY TAXES - tax revenues based upon the available tax abated real property taxable value and one-half of the public safety rate.

PUBLIC SAFETY FUND ESTIMATED REVENUES 205-000 - Cont.

- 437.200 IFT PERSONAL PROPERTY TAXES - tax revenues based upon the available tax abated personal property taxable value and one-half of the public safety millage rate.
- 445.000 INTEREST & PENALTY FEES – interest is collected on delinquent taxes (1/2% monthly interest penalty on delinquent City taxes).
- 481.000 RENTAL UNIT LICENSE FEES - records permit revenues for registering a rental unit.
- 496.000 POLICE DEPT ISSUED PERMITS - records permit revenues for handgun purchases, etc.
- 505.301 FEDERAL PUBLIC SAFETY GRANTS - POLICE - identifies grants received from the federal government for police department safety related programs and/or equipment.
- 505.336 FEDERAL PUBLIC SAFETY GRANTS - FIRE - identifies grants received from the federal government for fire department related safety programs and/or equipment.
- 528.000 FEDERAL GRANTS – OTHER – during fiscal 2020-2021, the City received funds through the State as part of the federal Covid-19 Pandemic relief acts.
- 543.000 STATE GRANTS - PUBLIC SAFETY - identifies grants received from the State of Michigan for safety programs and/or equipment.
- 543.001 LIQUOR LICENSES - state liquor license renewal revenue.
- 543.203 STATE GRANTS - POLICE TRAINING ACT 203 - records monies received in accordance with Public Act 203 of 1965 for police officer accreditation training.
- 543.302 STATE GRANTS - POLICE TRAINING ACT 302 - records monies received in accordance with Public Act 302 of 1982 for police officer training.
- 543.336 STATE GRANTS - FIRE DEPARTMENT - records grant monies received for fire department equipment and training.
- 569.000 STATE GRANTS - OTHER - records one-time special state grant monies received.
- 569.253 STATE GRANTS – SBTE REIMBURSEMENT – records Small Business Tax Exemption state reimbursement, a new revenue source beginning in Fiscal Year 2026.
- 573.000 LOCAL COMMUNITY STABILIZATION SHARE APPROPRIATION – records funds received from the Local Community Stabilization Authority as personal property taxes are phased out.
- 574.002 STATE SHARED REVENUE – CVTRS – State revenue sharing beginning in the 2023-2024 fiscal year.

PUBLIC SAFETY FUND ESTIMATED REVENUES 205-000 - Cont.

- 582.000 CONTRIBUTIONS FROM TOWNSHIP – records other contributions from Otsego Township towards public safety activities.
- 582.001 FIRE SERVICE CONTRACT - TWP - covers the following costs per calendar year: rent of Fire Hall - \$3,000, maintenance of Township Fire Trucks, and one-half of utilities, joint operating costs, equipment purchases and general maintenance and improvements to the Fire Hall.
- 582.002 FIREFIGHTER FEES-TOWNSHIP - reimbursement by Otsego Township for firefighter wages resulting from Township fires and rescues.
- 582.003 FIRE SERVICE CONTRACTS- OTHER - records revenues received from responses to other units of government as stipulated by contract. Also included are revenues for air tank servicing according to contract(s).
- 582.004 FIRE TRAINING FEES - amounts received from other jurisdictions with personnel attending training sessions provided by the department.
- 584.000 CONTRIBUTIONS – OTSEGO PUBLIC SCHOOLS – records reimbursement from Otsego Public Schools for the services of the school resource officer.
- 626.301 POLICE DEPARTMENT SERVICE FEES - fees collected for providing police department services.
- 626.336 FIRE DEPARTMENT SERVICE FEES - fees collected for providing fire department services.
- 627.001 BUILDING INSPECTION FEES - fees vary depending on the project. See the current schedule of fees for rates.
- 627.002 ELECTRICAL INSPECTION FEES - fees vary depending on the project. See the current schedule of fees for rates.
- 627.003 MECHANICAL INSPECTION FEES - fees vary depending on the project. See the current schedule of fees for rates.
- 627.004 RENTAL UNIT INSPECTION FEES – records inspection fees collected for inspections in accordance with the residential rental licensing program.
- 656.000 POLICE FINES - reimbursements from Allegan County for ordinance and civil infraction fines.
- 659.000 FORFEITED PROPERTY – records cash and/or cash equivalents of forfeited or seized property.
- 665.000 INTEREST – records interest earned on deposits and investments.

PUBLIC SAFETY FUND ESTIMATED REVENUES 205-000 - Cont.

674.301 CONTRIBUTIONS TO POLICE DEPARTMENT - identifies donations made for the purchase of police equipment.

674.336 CONTRIBUTIONS TO FIRE DEPARTMENT - identifies donations made for the purchase of fire equipment.

684.000 MISCELLANEOUS REVENUE - records other non-specified revenues.

687.000 REFUNDS/REBATES - records rebates and refunds for expenses paid in a prior fiscal year.

689.000 CASH SHORT/OVER - balances the cash register when untraceable errors occur.

693.301 SALE OF CAPITAL ASSETS – POLICE DEPT – records proceeds from sale of assets owned by the Otsego Police Department.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 205 - PUBLIC SAFETY FUND  
ESTIMATED REVENUES  
Dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
205-931-693.000	SALE OF CAPITAL ASSETS (GOVERNMENTAL)	0	0	0	0	0	0.00
205-931-693.301	SALE OF CAPITAL ASSETS - POLICE DEPT	0	0	0	0	0	0.00
205-931-693.336	SALE OF CAPITAL ASSETS - FIRE DEPT	0	0	95,000	0	0	0.00
205-931-698.000	BOND OR INSURANCE RECOVERIES	0	0	0	0	0	0.00
205-931-699.101	INTERFUND TRANSFER IN - GENERAL FUND	1,000,000	1,000,000	1,000,000	1,000,000	0	0.00
Totals for dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES		1,000,000	1,000,000	1,095,000	1,000,000	0	0.00
TOTAL ESTIMATED REVENUES		2,018,444	2,040,930	2,166,839	2,166,954	126,024	6.17

## PUBLIC SAFETY FUND 205

### TRANSFERS IN & OTHER FINANCING SOURCES

#### ACTIVITY 931

#### 2026 - 2027 BUDGET

- 693.000 SALE OF CAPITAL ASSETS – GOVERNMENT – records revenues received the sale of assets owned by the general government.
  
- 693.301 SALE OF CAPITAL ASSETS – POLICE DEPARTMENT – records revenues received the sale of assets owned by the police department.
  
- 693.336 SALE OF CAPITAL ASSETS – FIRE DEPARTMENT – records revenues received the sale of assets owned by the fire department.
  
- 698.000 BOND OR INSURANCE RECOVERIES - amounts received from bond or insurance claims.
  
- 699.101 TRANSFER IN – GENERAL FUND - records current year General Fund subsidy.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 205 - PUBLIC SAFETY FUND  
APPROPRIATIONS  
Dept 301 - POLICE DEPARTMENT

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
205-301-702.001	SALARY - CITY MANAGER	6,078	12,474	12,418	14,179	1,705	13.67
205-301-702.202	SALARY - POLICE CHIEF	74,702	70,846	76,401	72,687	1,841	2.60
205-301-702.401	SALARY - DPW SUPERINTENDENT	421	434	499	524	90	20.74
205-301-703.001	FULL-TIME CLERICAL WAGES	56,695	59,698	58,280	61,303	1,605	2.69
205-301-703.202	FULL-TIME DETECTIVE WAGES	96,063	97,424	97,424	105,136	7,712	7.92
205-301-703.204	FULL-TIME POLICE OFFICER WAGES	438,444	478,443	478,443	501,945	23,502	4.91
205-301-703.205	FULL TIME SEASONAL/TEMP POLICE OFFICER	54,637	62,747	62,747	64,343	1,596	2.54
205-301-703.401	FULL-TIME DPW SPECIALIST WAGES	1,068	266	296	266	0	0.00
205-301-704.004	PART-TIME CUSTODIAN WAGES	6,711	6,931	6,931	7,110	179	2.58
205-301-704.201	PART-TIME POLICE OFFICER WAGES	0	0	0	0	0	0.00
205-301-704.401	PART-TIME & SEASONAL DPW WAGES	173	0	20	0	0	0.00
205-301-710.000	FICA PAYROLL TAX	54,209	60,379	60,379	63,305	2,926	4.85
205-301-712.000	HEALTH INSURANCE	90,011	108,703	108,703	96,791	(11,912)	(10.96)
205-301-713.000	LIFE INSURANCE	748	815	888	808	(7)	(0.86)
205-301-714.000	RETIREMENT PLAN CONTRIBUTIONS	63,368	70,540	70,540	72,960	2,420	3.43
205-301-715.000	DISABILITY INSURANCE	2,443	2,793	2,793	2,988	195	6.98
205-301-716.000	WORKERS COMPENSATION INSURANCE	11,917	14,511	14,511	13,316	(1,195)	(8.24)
205-301-724.000	CELL PHONE ALLOWANCE	945	930	930	900	(30)	(3.23)
205-301-725.000	EMPLOYEE ASSISTANCE PROGRAM	259	300	300	300	0	0.00
205-301-727.000	OFFICE SUPPLIES	1,590	1,500	1,500	1,500	0	0.00
205-301-740.000	OPERATING SUPPLIES	2,526	5,000	6,000	5,000	0	0.00
205-301-740.302	SUPPLIES - TRAINING - STATE FUNDED	0	250	250	250	0	0.00
205-301-740.659	SUPPLIES - DRUG ENFORCEMENT	0	0	0	0	0	0.00
205-301-750.000	SUPPLIES - LANDSCAPING	0	0	0	0	0	0.00
205-301-759.000	GASOLINE PURCHASES	15,922	17,000	17,000	17,000	0	0.00
205-301-760.000	MINOR EQUIPMENT PURCHASES	23,424	15,526	15,526	15,500	(26)	(0.17)
205-301-760.659	MINOR EQUIP PURCHASE - DRUG ENFORCEMENT	0	0	0	0	0	0.00
205-301-767.000	CLOTHING & UNIFORM PURCHASES	7,384	7,000	7,000	7,000	0	0.00
205-301-767.002	UNIFORM CLEANING & REPAIR	463	2,000	2,000	1,000	(1,000)	(50.00)
205-301-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	782	2,500	2,500	2,500	0	0.00
205-301-803.000	AUDITING SERVICES	1,575	1,600	1,600	1,600	0	0.00
205-301-804.000	BANKING CHARGES	970	1,200	1,200	1,200	0	0.00
205-301-806.000	COMPUTER SERVICES	4,429	3,500	3,825	5,000	1,500	42.86
205-301-810.000	LEGAL SERVICES	2,010	5,000	5,000	4,000	(1,000)	(20.00)
205-301-811.000	MEDICAL EXAMS & SERVICES	179	500	500	500	0	0.00
205-301-812.000	WEB SITE SERVICES	0	0	0	0	0	0.00
205-301-815.000	WITNESS FEES	0	0	0	0	0	0.00
205-301-820.000	SERVICE AGREEMENTS	4,662	10,400	10,715	20,491	10,091	97.03
205-301-821.000	LAWN MAINTENANCE SERVICES	2,456	2,700	2,700	2,700	0	0.00
205-301-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
205-301-850.000	TELEPHONE SERVICE	3,652	4,400	4,400	4,400	0	0.00
205-301-851.000	POSTAGE	180	350	350	350	0	0.00
205-301-852.000	MISC COMM/INTERNET	1,947	2,500	2,500	2,500	0	0.00
205-301-860.000	TRANSPORTATION, LODGING & MEALS	506	1,000	1,000	1,000	0	0.00
205-301-885.000	COMMUNITY SAFETY PROGRAMS	0	1,500	1,500	1,500	0	0.00
205-301-900.000	PRINTING & PUBLISHING	0	0	0	0	0	0.00
205-301-902.000	COPY CHARGES	316	500	500	500	0	0.00
205-301-921.000	SEWER UTILITY	1,900	2,101	2,101	2,206	105	5.00
205-301-922.000	WATER UTILITY	1,050	2,200	2,200	3,938	1,738	79.00
205-301-924.000	ELECTRIC UTILITY	6,334	6,600	6,600	7,260	660	10.00
205-301-925.000	NATURAL GAS/PROPANE UTILITY	1,310	1,650	1,650	1,815	165	10.00
205-301-930.000	LAND & BUILDING REPAIRS	7,166	2,500	2,500	2,500	0	0.00
205-301-931.000	EQUIPMENT REPAIRS	1,717	2,000	2,000	2,000	0	0.00
205-301-932.000	VEHICLE REPAIRS	10,065	10,000	10,000	10,000	0	0.00
205-301-940.000	RENTALS - MOTOR POOL EQUIPMENT	531	1,000	1,000	500	(500)	(50.00)
205-301-955.000	MEMBERSHIPS / DUES	885	900	900	900	0	0.00
205-301-956.000	CONFERENCES & TRAINING PROGRAMS	1,329	3,000	3,000	3,000	0	0.00
205-301-956.001	TUITION REIMBURSEMENT	0	0	0	0	0	0.00
205-301-956.203	TRAINING - STATE FUNDED ACT 203 CPE	4,851	7,000	7,000	7,000	0	0.00
205-301-956.302	TRAINING - STATE FUNDED ACT 302	1,641	3,500	3,500	3,500	0	0.00
205-301-956.659	TRAINING - DRUG ENFORCEMENT	0	0	0	0	0	0.00
205-301-957.000	MISCELLANEOUS EXPENDITURE	0	0	0	0	0	0.00
205-301-958.000	SUBSCRIPTIONS & PUBLICATIONS	0	0	0	0	0	0.00
205-301-959.001	LICENSES & PERMITS	0	0	0	0	0	0.00
205-301-959.002	STATE & FEDERAL FINES/PENALTIES	0	0	0	0	0	0.00
205-301-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	35,299	40,594	40,594	41,000	406	1.00
Totals for dept 301 - POLICE DEPARTMENT		1,107,943	1,217,205	1,223,114	1,259,971	42,766	3.51

## PUBLIC SAFETY FUND 205

### POLICE DEPARTMENT ACTIVITY 301 2026 - 2027 BUDGET

- 702.001 SALARY - CITY MANAGER – provides 10 percent of the city manager's salary.
- 702.202 SALARY – POLICE CHIEF – provides 60 percent of the director of police and fire salary.
- 702.401 SALARY - DPW SUPERINTENDENT- provides one-half percent (10 hours) of the DPW superintendent's salary for building and grounds maintenance.
- 703.001 FULL-TIME CLERICAL WAGES – provides the police secretary/dispatcher wages, including 30 hours of overtime.
- 703.202 FULL-TIME DETECTIVE WAGES - provides wages for a detective, including 120 hours of overtime.
- 703.204 FULL-TIME POLICE OFFICER WAGES – provides wages for five full-time police officers together with 1,000 hours of overtime wages.
- 703.205 FULL-TIME SEASONAL/TEMPORARY POLICE OFFICER – provides wages for a seasonal school resource officer beginning in the 2023-2024 fiscal year.
- 703.401 FULL-TIME DPW SPECIALIST WAGES- provides 8 hours of labor for building and grounds maintenance.
- 704.004 PART-TIME CUSTODIAN WAGES- provides an estimated 37.5 percent of the facilities specialist's wages.
- 704.201 PART-TIME POLICE OFFICER WAGES - provides 0 hours of wages.
- 704.401 PART-TIME & SEASONAL DPW WAGES- provides 0 hours of general labor during higher activity months. These employees do not receive benefits.
- 710.000 FICA PAYROLL TAX – reflects the City's share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.
- 712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.

- 713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.
- 714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.
- 715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.
- 716.000 WORKERS COMPENSATION INSURANCE – reflects the City’s payment of workers’ compensation insurance which provides benefits to employees injured on the job.
- 724.000 CELL PHONE ALLOWANCE – the City provides officers \$15 monthly towards their cell phones so as to communicate with them in the field.
- 725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.
- 727.000 OFFICE SUPPLIES - provides general office supplies.
- 740.000 OPERATING SUPPLIES - includes first aid equipment, safety equipment for the cars, flares, tickets, and all other general supplies.
- 740.302 SUPPLIES - TRAINING - STATE FUNDED - provides miscellaneous supplies, ammunition involved in departmental training covered by State Act 302 funding.
- 740.659 SUPPLIES - DRUG ENFORCEMENT - provides training and other supplies involved with drug enforcement operations from confiscated monies.
- 750.000 SUPPLIES - LANDSCAPING- provides for flowers, shrubberies, grass seed, and other materials to maintain the grounds.
- 758.000 DIESEL FUEL PURCHASES – provides diesel fuel for police department vehicles and equipment.
- 759.000 GASOLINE PURCHASES – provides gasoline for police department vehicles and equipment.
- 760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.

- 760.659 MINOR EQUIPMENT PURCHASES - DRUG ENFORCEMENT - provides equipment purchases involved with drug enforcement operations from confiscated monies.
- 767.000 CLOTHING & UNIFORM PURCHASES- contractual uniform allowance for each of the seven officers, purchased at the direction of the police chief. Also included are uniforms for part-time officers and other protective equipment such as vests, helmets, and leather gear.
- 767.002 UNIFORM CLEANING & REPAIR- uniform cleaning allowance for each police officer as specified by union contract.
- 801.000 PROFESSIONAL & CONTRACTUAL SERVICES - provides for special services to the department.
- 803.000 AUDITING SERVICES – provides ten percent of the annual audit fee by an independent certified public accounting firm.
- 804.000 BANKING CHARGES – reflects a portion of bank service charges.
- 806.000 COMPUTER SERVICES – provides for maintenance and programming services to PCs and the department’s respective share of file servers and e-mail systems on a pro-rated basis.
- 810.000 LEGAL SERVICES- counsel for criminal and civil work. Also includes services of a labor attorney for union contract negotiation.
- 811.000 MEDICAL EXAMS & SERVICES - physical exams necessary prior to new-hires of Officers, Reserve Officers and Crossing Guards. Also included is new OSHA provision for Hepatitis B immunization.
- 812.000 WEB SITE SERVICES - provides funds to maintain and update information related to this activity on the City’s Internet web site.
- 815.000 WITNESS FEES - reimbursement to witness' for their time and mileage when called in to testify on city ordinance cases.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.
- 821.000 LAWN MAINTENANCE SERVICES – provides annual lawn and sprinkler service.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.

- 850.000 TELEPHONE SERVICE - regular departmental telephone service and charges to forward after hours call to Allegan County Central Dispatch.
- 851.000 POSTAGE- records postage machine rental, postage and/or shipping expenditures.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures to attend conferences and seminars, as well as other travel necessary to carry out the functions of this department.
- 885.000 COMMUNITY SAFETY PROGRAMS - expense to promote and administer neighborhood watch and child watch safety programs.
- 900.000 PRINTING & PUBLISHING - used to promote open positions, auctions, etc.
- 902.000 COPY CHARGES - covers the department's paper copier charges.
- 921.000 SEWER UTILITY – records municipal sewer utility expense.
- 922.000 WATER UTILITY – records municipal water utility expense.
- 924.000 ELECTRIC UTILITY - records electric utility expense.
- 925.000 NATURAL GAS - records natural gas utility expense.
- 930.000 LAND & BUILDING REPAIRS- provides miscellaneous maintenance services, including climate control systems, elevator and sprinkler system maintenance.
- 931.000 EQUIPMENT REPAIRS – provides repair and general maintenance to office equipment, radios, weapons, etc.
- 932.000 VEHICLE REPAIRS- provides repairs, replacement parts and car washes for patrol vehicles.
- 940.000 RENTALS - MOTOR POOL EQUIPMENT - state established rates are charged for equipment used to maintain the building and grounds by Department of Public Works.
- 955.000 MEMBERSHIPS / DUES - memberships in the Michigan Association of Chiefs of Police and the West Michigan Chiefs Association.

- 956.000 TRAINING & EDUCATIONAL PROGRAMS - records expenditures necessary to attend conferences, seminars and training sessions directly related to the department's activities. To comply with Public Act 302 of 1982 funding restrictions, this budget must be \$500 or more (the amount budgeted during fiscal year 1982-1983).
- 956.001 TUITION REIMBURSEMENT - provision for training classes, seminars, and higher education in accordance with the City of Otsego Employee Education Plan.
- 956.203 TRAINING - STATE FUNDED - records training funded by Public Act 203 of 1965 funds shown as revenues in account 205-000-539.203.
- 956.302 TRAINING - STATE FUNDED - records training funded by Public Act 302 of 1982 funds shown as revenues in account 205-000-539.302.
- 956.659 TRAINING - DRUG ENFORCEMENT - records specific drug enforcement training activities. These may be funded by drug forfeiture monies.
- 958.000 SUBSCRIPTIONS- provides criminal procedure books, telephone/address cross directories, and legal updates for the department.
- 959.001 LICENSES AND PERMITS - records fees for State and Federal Permits.
- 959.002 STATE & FEDERAL FINES & PENALTIES – records fines or penalties assessed for violations of federal or state regulations. While the City makes every possible effort to comply, occasionally situations arise where there is a violation and a penalty to be paid.
- 960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 205 - PUBLIC SAFETY FUND  
APPROPRIATIONS  
Dept 336 - FIRE DEPARTMENT

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
205-336-702.001	SALARY - CITY MANAGER	6,077	12,474	12,474	14,179	1,705	13.67
205-336-702.302	SALARY - FIRE CHIEF	40,225	47,230	41,140	48,458	1,228	2.60
205-336-702.401	SALARY - DPW SUPERINTENDENT	421	434	499	524	90	20.74
205-336-703.304	FULL-TIME FIREFIGHTER	216,658	225,961	225,961	322,707	96,746	42.82
205-336-703.401	FULL-TIME DPW SPECIALIST WAGES	1,956	408	408	403	(5)	(1.23)
205-336-704.004	PART-TIME CUSTODIAN WAGES	1,864	1,848	1,848	1,896	48	2.60
205-336-704.301	PT FIREFIGHTER OFFICER COMPENSATION	1,933	3,183	3,183	3,235	52	1.63
205-336-704.302	PT FIREFIGHTER WAGES - SHARED	22,265	35,076	35,076	39,224	4,148	11.83
205-336-704.303	PT FIREFIGHTER WAGES - DRILLS & TRAINING	14,666	24,443	24,443	31,054	6,611	27.05
205-336-704.304	PT FIREFIGHTER WAGES - EMERGENCY STANDBY	0	0	0	0	0	0.00
205-336-704.305	PT FIREFIGHTER WAGES - CERTIFICATION	250	0	2,250	0	0	0.00
205-336-704.306	PT FIREFIGHTER WAGES - CITY FIRES	6,284	8,583	8,583	8,723	140	1.63
205-336-704.307	PT FIREFIGHTER WAGES - CITY MEDICALS	4,427	6,509	6,509	6,615	106	1.63
205-336-704.309	PT FIREFIGHTER WAGES - TOWNSHIP FIRES	14,211	17,617	17,617	17,904	287	1.63
205-336-704.310	PT FIREFIGHTER WAGES - TOWNSHIP MEDICALS	4,908	8,100	8,100	8,233	133	1.64
205-336-704.401	PART-TIME & SEASONAL DPW WAGES	19	0	0	0	0	0.00
205-336-710.000	FICA PAYROLL TAX	24,769	29,978	29,978	38,494	8,516	28.41
205-336-712.000	HEALTH INSURANCE	56,356	89,483	89,483	102,815	13,332	14.90
205-336-713.000	LIFE INSURANCE	219	379	379	424	45	11.87
205-336-714.000	RETIREMENT PLAN CONTRIBUTIONS	19,443	24,502	24,502	33,310	8,808	35.95
205-336-715.000	DISABILITY INSURANCE	570	1,004	1,004	1,364	360	35.86
205-336-716.000	WORKERS COMPENSATION INSURANCE	1,306	122	855	737	615	504.10
205-336-716.336	WORKERS COMP INS - FIREFIGHTERS	9,436	13,611	13,611	15,477	1,866	13.71
205-336-724.000	CELL PHONE ALLOWANCE	0	540	540	720	180	33.33
205-336-725.000	EMPLOYEE ASSISTANCE PROGRAM	554	900	600	900	0	0.00
205-336-727.000	OFFICE SUPPLIES	1,402	3,500	3,500	3,500	0	0.00
205-336-740.000	OPERATING SUPPLIES	2,397	4,500	71,741	5,000	500	11.11
205-336-740.001	RESCUE UNIT SUPPLIES	3,222	3,000	3,000	3,500	500	16.67
205-336-740.002	SUPPLIES - TRAINING CLASSES	0	0	0	0	0	0.00
205-336-750.000	SUPPLIES - LANDSCAPING	0	0	0	0	0	0.00
205-336-758.000	DIESEL FUEL PURCHASES	2,016	2,750	2,750	2,750	0	0.00
205-336-759.000	GASOLINE PURCHASES	3,414	3,000	3,000	3,000	0	0.00
205-336-760.000	MINOR EQUIPMENT PURCHASES	19,967	44,326	44,326	48,326	4,000	9.02
205-336-767.000	CLOTHING & UNIFORM PURCHASES	2,381	3,000	3,000	4,000	1,000	33.33
205-336-767.002	UNIFORM CLEANING & REPAIR	0	100	100	100	0	0.00
205-336-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	539	600	3,216	600	0	0.00
205-336-801.011	TRAINING INSTRUCTOR SERVICES	0	6,000	6,000	6,000	0	0.00
205-336-803.000	AUDITING SERVICES	1,575	1,600	1,350	1,600	0	0.00
205-336-804.000	BANKING CHARGES	970	1,000	1,000	1,000	0	0.00
205-336-806.000	COMPUTER SERVICES	534	900	1,200	1,500	600	66.67
205-336-810.000	LEGAL SERVICES	0	0	0	0	0	0.00
205-336-811.000	MEDICAL EXAMS & SERVICES	570	750	1,075	750	0	0.00
205-336-812.000	WEB SITE SERVICES	0	0	0	0	0	0.00
205-336-820.000	SERVICE AGREEMENTS	26,379	30,000	30,000	30,000	0	0.00
205-336-821.000	LAWN MAINTENANCE SERVICES	2,196	2,500	2,500	2,500	0	0.00
205-336-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
205-336-850.000	TELEPHONE SERVICE	1,516	1,300	1,300	1,300	0	0.00
205-336-851.000	POSTAGE	111	175	175	175	0	0.00
205-336-852.000	MISC COMM/INTERNET	1,713	1,500	2,400	1,500	0	0.00
205-336-860.000	TRANSPORTATION, LODGING & MEALS	0	1,000	1,000	1,000	0	0.00
205-336-880.000	COMMUNITY PROMOTION	0	1,000	1,000	1,000	0	0.00
205-336-900.000	PRINTING & PUBLISHING	90	100	100	100	0	0.00
205-336-921.000	SEWER UTILITY	1,201	1,320	1,320	1,386	66	5.00
205-336-922.000	WATER UTILITY	475	527	527	943	416	78.94
205-336-924.000	ELECTRIC UTILITY	7,607	6,710	6,710	6,710	0	0.00
205-336-925.000	NATURAL GAS/PROPANE UTILITY	4,791	5,500	5,500	5,500	0	0.00
205-336-930.000	LAND & BUILDING REPAIRS	3,829	5,000	5,500	7,000	2,000	40.00
205-336-931.000	EQUIPMENT REPAIRS	12,814	55,000	55,000	55,000	0	0.00
205-336-940.000	RENTALS - MOTOR POOL EQUIPMENT	434	500	500	500	0	0.00
205-336-940.591	RENTALS - FIRE HYDRANTS	7,280	7,280	7,280	7,280	0	0.00
205-336-955.000	MEMBERSHIPS / DUES	100	400	400	400	0	0.00
205-336-956.000	CONFERENCES & TRAINING PROGRAMS	2,545	7,500	7,500	7,500	0	0.00
205-336-959.002	STATE & FEDERAL FINES/PENALTIES	0	0	0	0	0	0.00
205-336-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	62,528	71,907	71,907	71,907	0	0.00
Totals for dept 336 - FIRE DEPARTMENT		623,413	826,630	894,920	980,723	154,093	18.64

## PUBLIC SAFETY FUND 205

### FIRE DEPARTMENT ACTIVITY 336 2026 - 2027 BUDGET

- 702.001 SALARY - CITY MANAGER – provides ten percent of the city manager's salary.
- 702.302 SALARY – FIRE CHIEF – provides 40 percent of the director of police and fire salary.
- 702.401 SALARY - DPW SUPERINTENDENT- provides one-half percent (10 hours) of the DPW superintendent's salary for building and grounds maintenance.
- 703.304 FULL-TIME FIREFIGHTER WAGES – provides wages for four full-time firefighters, including 996 hours of overtime, to primarily respond to medical calls during the day when it is more difficult to have other firefighters respond.
- 703.401 FULL-TIME DPW SPECIALIST WAGES- provides 11.5 hours of DPW service to the department.
- 704.004 PART-TIME CUSTODIAN WAGES- provides an estimated 10 percent of the Facilities Specialist's wages.
- 704.301 PT FIRE OFFICER COMPENSATION - provides monthly payments to officers for extra time served in departmental administration.
- 704.302 PT FIREFIGHTER WAGES - SHARED - provides payment to firefighters for time worked on activities shared between the City and Township, such as jointly owned equipment and hall maintenance.
- 704.303 PT FIREFIGHTER WAGES - DRILLS & TRAINING - provides for wages to attend drills and other training functions.
- 704.304 PT FIREFIGHTER WAGES - EMERGENCY STANDBY - two firefighters monitor the station and emergency telephone line at their regular pay rate when the telephone service to Allegan 911 is out of service.
- 704.305 PT FIREFIGHTER WAGES - CERTIFICATION - in accordance with the Fire Department Officer Selection Policy, firefighters receiving training certificates for Firefighter I and Firefighter II shall be awarded \$750. Firefighters receiving MFR, Fire Officer I, Fire Officer II, Fire Officer III, Firefighter Training Council Incident Command or other approved training courses shall be awarded \$250 per course for taking the initiative to expand their qualifications.

- 704.306 PT FIREFIGHTER WAGES - CITY FIRES - provides for wages for responses to fire calls and wash downs.
- 704.307 PT FIREFIGHTER WAGES - CITY MEDICALS - provides for wages for responses to medical calls as first responders.
- 704.309 PT FIREFIGHTER WAGES - TOWNSHIP FIRES - provides for wages for responses to Otsego Township fire calls and wash downs.
- 704.310 PT FIREFIGHTER WAGES - TOWNSHIP MEDICAL FIRST RESPONDER - provides for wages for responses to Otsego Township medical calls as first responders.
- 704.401 PART-TIME & SEASONAL DPW WAGES- provides 0 hours of general labor during higher activity months. These employees do not receive benefits.
- 710.000 FICA PAYROLL TAX – reflects the City’s share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.
- 712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.
- 713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.
- 714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.
- 715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.
- 716.000 WORKERS COMPENSATION INSURANCE – reflects the City’s payment of workers’ compensation insurance which provides benefits to employees injured on the job.
- 716.336 WORKERS COMPENSATION INSURANCE - FIREFIGHTERS – reflects the City’s payment of workers’ compensation insurance for firefighters which provides benefits to employees injured on the job.
- 724.000 CELL PHONE ALLOWANCE – the City provides full-time firefighters \$15 monthly towards their cell phones so as to communicate with them in the field.
- 725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.

- 727.000 OFFICE SUPPLIES - provides general office supplies.
- 740.000 OPERATING SUPPLIES - provides general operating and cleaning supplies for the department.
- 740.001 RESCUE UNIT SUPPLIES - provides for replenishment of first-aid supplies and other consumables for the Rescue Unit.
- 740.002 SUPPLIES - TRAINING CLASSES - provides for miscellaneous supplies for in-house training classes, such as equipment, binders, printing charges, etc.
- 750.000 SUPPLIES - LANDSCAPING- provides for flowers, shrubberies, grass seed, and other materials to maintain the grounds.
- 758.000 DIESEL FUEL PURCHASES – provides diesel fuel for fire department vehicles and equipment.
- 759.000 GASOLINE PURCHASES – provides gasoline for fire department vehicles and equipment.
- 760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold. This includes the annual replacement of six sets of turn-out gear (coats, boots, gloves, etc.) (\$12,000).
- 767.000 CLOTHING & UNIFORM PURCHASES- provides the purchase of dress uniforms.
- 767.002 UNIFORM CLEANING & REPAIR- provides for repair and cleaning of uniforms.
- 801.000 PROFESSIONAL & CONTRACTUAL SERVICES – reflects non-recurring service(s).
- 801.011 TRAINING INSTRUCTOR SERVICES - records instructor fees for in-house training. Fees received from other departments attending are recorded in account 205-000-582.004.
- 803.000 AUDITING SERVICES – provides ten percent of the annual audit fee by an independent certified public accounting firm.
- 804.000 BANKING CHARGES – reflects a portion of bank service charges.
- 806.000 COMPUTER SERVICES – provides for maintenance and programming services to PCs and the department's respective share of file servers and e-mail systems on a pro-rated basis.
- 810.000 LEGAL SERVICES– provides legal services for this activity.

- 811.000 MEDICAL EXAMS & SERVICES – provides new-hire exams, inoculations and injury care.
- 812.000 WEB SITE SERVICES - provides funds to maintain and update information related to this activity on the City's Internet web site.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements. Included are annual required testing of the department's equipment, such as air-packs, ladders, pumps, and front-line fire apparatus and weed control for the facility.
- 821.000 LAWN MAINTENANCE SERVICES – provides annual lawn and sprinkler service.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.
- 850.000 TELEPHONE SERVICE – provides telephone service to the department.
- 851.000 POSTAGE- records postage machine rental, postage and/or shipping expenditures.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures to attend conferences and seminars, as well as other travel necessary to carry out the functions of this department.
- 880.000 – COMMUNITY PROMOTION – provides for public educational programs and brochures.
- 900.000 PRINTING & PUBLISHING - provides notices in local papers for activities and position openings.
- 921.000 SEWER UTILITY – records municipal sewer utility expense.
- 922.000 WATER UTILITY – records municipal water utility expense.
- 924.000 ELECTRIC UTILITY - records electric utility expense.
- 925.000 NATURAL GAS - records natural gas utility expense.
- 930.000 LAND & BUILDING REPAIRS- provides miscellaneous maintenance services, including climate control systems and sprinkler system maintenance.
- 931.000 EQUIPMENT REPAIRS - this account provides maintenance and repairs to the command car and jointly owned fire trucks and equipment.

940.000 RENTALS - MOTOR POOL EQUIPMENT - state established rental rates are charged here for equipment used to maintain the fire hall and grounds (i.e. trucks, lawn mowers, etc.).

940.591 RENTALS – FIRE HYDRANTS - reimburses the Water Fund for annual use of the City's hydrants based upon 168 hydrants at \$35 each.

955.000 MEMBERSHIPS / DUES - provides membership to the Michigan Association of Fire Chiefs.

956.000 CONFERENCES & TRAINING PROGRAMS- records expenditures necessary to attend conferences, seminars and training sessions directly related to the department's activities.

959.002 STATE & FEDERAL FINES & PENALTIES – records fines or penalties assessed for violations of federal or state regulations. While the City makes every possible effort to comply, occasionally situations arise where there is a violation and a penalty to be paid.

960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 205 - PUBLIC SAFETY FUND  
APPROPRIATIONS  
Dept 371 - BUILDING INSPECTION DEPARTMENT

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
Dept 371 - BUILDING INSPECTION DEPARTMENT							
205-371-702.002	SALARY - CITY CLERK	4,402	4,281	4,202	4,722	441	10.30
205-371-702.401	SALARY - DPW SUPERINTENDENT	0	0	0	0	0	0.00
205-371-704.007	PART-TIME BUILDING INSPECTOR WAGES	0	0	0	0	0	0.00
205-371-704.008	PART-TIME ELECTRICAL INSPECTOR WAGES	0	0	0	0	0	0.00
205-371-704.203	PART-TIME CODE ENFORCEMENT OFFICER WAGES	0	0	0	0	0	0.00
205-371-710.000	FICA PAYROLL TAX	309	327	327	361	34	10.40
205-371-712.000	HEALTH INSURANCE	1,018	1,013	1,013	1,023	10	0.99
205-371-713.000	LIFE INSURANCE	6	6	0	6	0	0.00
205-371-714.000	RETIREMENT PLAN CONTRIBUTIONS	408	418	418	430	12	2.87
205-371-715.000	DISABILITY INSURANCE	15	17	17	18	1	5.88
205-371-716.000	WORKERS COMPENSATION INSURANCE	10	11	11	12	1	9.09
205-371-725.000	EMPLOYEE ASSISTANCE PROGRAM	1	5	5	0	(5)	(100.00)
205-371-727.000	OFFICE SUPPLIES	0	0	0	0	0	0.00
205-371-760.000	MINOR EQUIPMENT PURCHASES	0	0	0	0	0	0.00
205-371-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0	0	7,500	0	0	0.00
205-371-808.001	CONTRACTS - BUILDING INSPECTION	6,070	5,000	12,745	6,300	1,300	26.00
205-371-808.002	CONTRACTS - ELECTRICAL INPSECTION	6,378	5,000	3,989	3,600	(1,400)	(28.00)
205-371-808.003	CONTRACTS - MECH/PLUMBING INPSECTION	8,444	8,000	6,745	8,100	100	1.25
205-371-808.004	CONTRACTS - RENTAL INSPECTIONS	0	0	4,070	5,000	5,000	0.00
205-371-810.000	LEGAL SERVICES	0	0	1,000	0	0	0.00
205-371-820.000	SERVICE AGREEMENTS	0	0	0	0	0	0.00
205-371-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
205-371-850.000	TELEPHONE SERVICE	21	20	27	30	10	50.00
205-371-851.000	POSTAGE	0	0	0	0	0	0.00
205-371-852.000	MISC COMM/INTERNET	43	50	50	50	0	0.00
205-371-860.000	TRANSPORTATION, LODGING & MEALS	0	0	0	0	0	0.00
205-371-900.000	PRINTING & PUBLISHING	0	0	0	0	0	0.00
205-371-902.000	COPY CHARGES	0	0	0	0	0	0.00
205-371-955.000	MEMBERSHIPS / DUES	0	0	0	0	0	0.00
205-371-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	67	77	77	100	23	29.87
Totals for dept 371 - BUILDING INSPECTION DEPARTMENT		27,192	24,225	42,196	29,752	5,527	22.82

## PUBLIC SAFETY FUND 205

### BUILDING INSPECTION

#### ACTIVITY 371

#### 2026 - 2027 BUDGET

- 702.002 SALARY – CITY CLERK – provides five percent of the city clerk's salary.
- 702.401 SALARY - DPW SUPERINTENDENT- provides 0 hours of the DPW superintendent’s salary to inspect residential rental units.
- 704.007 PART TIME BUILDING INSPECTOR WAGES - provides for a part-time building inspector.
- 704.008 PART-TIME ELECTRICAL INSPECTOR WAGES - provides for a part-time electrical inspector.
- 704.203 PART-TIME CODE ENFORCEMENT OFFICER WAGES - provides for a part-time code enforcement official.
- 710.000 FICA PAYROLL TAX – reflects the City’s share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.
- 712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.
- 713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.
- 714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.
- 715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.
- 716.000 WORKERS COMPENSATION INSURANCE – reflects the City’s payment of workers’ compensation insurance which provides benefits to employees injured on the job.
- 725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.
- 727.000 OFFICE SUPPLIES - provides general office supplies.

- 760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.
- 808.001 CONTRACTS-BUILDING INSPECTION - these services are provided under contract by Professional Code Inspections of Dorr, Michigan (August 1996). Under this agreement, the service is compensated with 90% of building permits issued.
- 808.002 CONTRACTS-ELECTRICAL INSPECTION - these services are provided under contract by Professional Code Inspections of Dorr, Michigan (May 2000). The service is compensated with 90% of electrical permits issued.
- 808.003 CONTRACTS-MECHANICAL/PLUMBING INSPECTION - these services are provided under contract by Professional Code Inspections of Dorr, Michigan (August 1994). The service is compensated with 90% of electrical permits issued.
- 808.004 CONTRACTS – RENTAL INSPECTIONS – these services are provided under contract by Professional Code Inspections of Dorr, Michigan (2025). This service is compensated with 90% of the rental inspection fees received.
- 810.000 LEGAL SERVICES– provides legal services for this activity.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.
- 850.000 TELEPHONE SERVICE – provides telephone service for this department.
- 851.000 POSTAGE- records postage machine rental, postage and/or shipping expenditures.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures to attend conferences and seminars, as well as other travel necessary to carry out the functions of this department.
- 900.000 PRINTING & PUBLISHING - provides for the publishing of activity related notices.
- 902.000 COPY CHARGES - covers the department's paper copier charges.
- 955.000 MEMBERSHIPS / DUES -
- 960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 205 - PUBLIC SAFETY FUND  
APPROPRIATIONS  
Dept 966 - TRANSFERS OUT & OTHER FINANCING USES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
205-966-995.401	TRANSFER TO CAPITAL PROJECTS FUND	21,670	21,670	21,670	21,670	0	0.00
205-966-995.402	TRANSFER TO EQUIP & REPLACEMENT FUND	76,530	146,000	146,000	112,000	(34,000)	(23.29)
Totals for dept 966 - TRANSFERS OUT & OTHER FINANCING USES		98,200	167,670	167,670	133,670	(34,000)	(20.28)
TOTAL APPROPRIATIONS		1,856,748	2,235,730	2,327,900	2,404,116	168,386	7.53
NET OF REVENUES/APPROPRIATIONS - FUND 205		161,696	(194,800)	(161,061)	(237,162)	(42,362)	21.75
BEGINNING FUND BALANCE		347,719	509,414	509,414	348,353	(161,061)	(31.62)
ENDING FUND BALANCE		509,415	314,614	348,353	111,191	(203,423)	(64.66)

PUBLIC SAFETY FUND 205

TRANSFERS OUT & OTHER FINANCING USES

ACTIVITY 966

2026 - 2027 BUDGET

995.401 TRANSFER TO CAPITAL PROJECTS FUND – transfers monies to the Capital Projects Fund for future replacement or significant repairs to building and land improvement assets related to this fund.

Police Department	\$	16,240
<u>Fire Department</u>	\$	<u>5,430</u>
Total	\$	21,670

995.402 TRANSFER TO EQUIPMENT & REPLACEMENT FUND - transfers monies to the Equipment and Replacement Fund for future replacement or significant repairs to equipment related to this fund.

Police Department	\$	112,000
<u>Fire Department</u>	\$	<u>0</u>
Total	\$	112,000

*[Because scarce resources in the Public Safety Fund, the Capital Project Fund will transfer this amount for future equipment purchases.]*

# STREET AND BRIDGE FUND

## FUND 211 SUMMARY OF REVENUES & APPROPRIATIONS 2026 - 2027 BUDGET

### ESTIMATED REVENUES

REVENUE FROM COUNTY	\$ 165,000	
<u>OTHER REVENUE</u>	<u>\$ 3,000</u>	
TOTAL ESTIMATED REVENUES		\$ 168,000

### OTHER FINANCING SOURCES (USES)

TRANSFER TO MAJOR STREET FUND	\$ 0	
<u>TRANSFER TO LOCAL STREET FUND</u>	<u>(\$ 250,000)</u>	
TOTAL OTHER FINANCING SOURCES (USES)		(\$ 250,000)

NET CHANGES IN FUND BALANCES (\$ 82,000)

PROJECTED BEGINNING FUND BALANCES \$ 199,707

PROJECTED ENDING FUND BALANCES \$ 117,707

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 211 - STREET & BRIDGE FUND  
ESTIMATED REVENUES  
Dept 000 - REVENUE & BALANCE SHEET ACCTS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
211-000-583.000	CONTRIBUTIONS FROM COUNTY	160,726	160,000	160,000	165,000	5,000	3.13
211-000-665.000	INTEREST	11,260	4,000	6,000	3,000	(1,000)	(25.00)
Totals for dept 000 - REVENUE & BALANCE SHEET ACCTS		171,986	164,000	166,000	168,000	4,000	2.44
TOTAL ESTIMATED REVENUES		171,986	164,000	166,000	168,000	4,000	2.44

# STREET AND BRIDGE FUND 211

## ESTIMATED REVENUES

### ACTIVITY 000

### 2026 - 2027 BUDGET

583.000 REVENUE FROM COUNTY - revenue sharing from the road portion of county millage to be used for street and bridge maintenance in accordance with Michigan Compiled Laws 224.20b. According to MCL 224.20b(3), "the revenues allocated to the cities and villages shall be expended exclusively for highway, road and street purposes."

665.000 INTEREST – records interest earned on deposits and investments.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 211 - STREET & BRIDGE FUND  
APPROPRIATIONS  
Dept 966 - TRANSFERS OUT & OTHER FINANCING USES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
211-966-804.000	BANKING CHARGES	0	0	0	0	0	0.00
211-966-995.202	TRANSFER TO MAJOR STREET FUND	325,000	0	0	0	0	0.00
211-966-995.203	TRANSFER TO LOCAL STREET FUND	84,000	205,000	205,000	250,000	45,000	21.95
Totals for dept 966 - TRANSFERS OUT & OTHER FINANCING USES		409,000	205,000	205,000	250,000	45,000	21.95
TOTAL APPROPRIATIONS		409,000	205,000	205,000	250,000	45,000	21.95
NET OF REVENUES/APPROPRIATIONS - FUND 211		(237,014)	(41,000)	(39,000)	(82,000)	(41,000)	100.00
BEGINNING FUND BALANCE		475,720	238,707	238,707	199,707	(39,000)	(16.34)
ENDING FUND BALANCE		238,706	197,707	199,707	117,707	(80,000)	(40.46)

STREET AND BRIDGE FUND 211

TRANSFERS OUT & OTHER FINANCING USES

ACTIVITY 966

2026 - 2027 BUDGET

804.000 BANKING CHARGES - reflects monthly checking account service charges, checks and deposit slip printing expense.

995.202 TRANSFER TO MAJOR STREET FUND - subsidy to the Major Street Fund, as needed.

995.203 TRANSFER TO LOCAL STREET FUND - subsidy to the Local Street Fund, as needed.

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SOLID WASTE & RECYCLING FUND

FUND 225 SUMMARY OF REVENUES & APPROPRIATIONS  
2026 - 2027 BUDGET

ESTIMATED REVENUES

PROPERTY TAXES & INTEREST	\$ 283,133	
LOCAL COMMUNITY STABILIZATION AUTHORITY	\$ 45,000	
COUNTY RECYCLE SURCHARGE REIMBURSEMENT	\$ 35,000	
OTHER REVENUE	\$ 25,200	
<u>TRANSFERS IN &amp; OTHER FINANCING SOURCES</u>	<u>\$ 0</u>	
TOTAL ESTIMATED REVENUES		\$ 388,333

APPROPRIATIONS

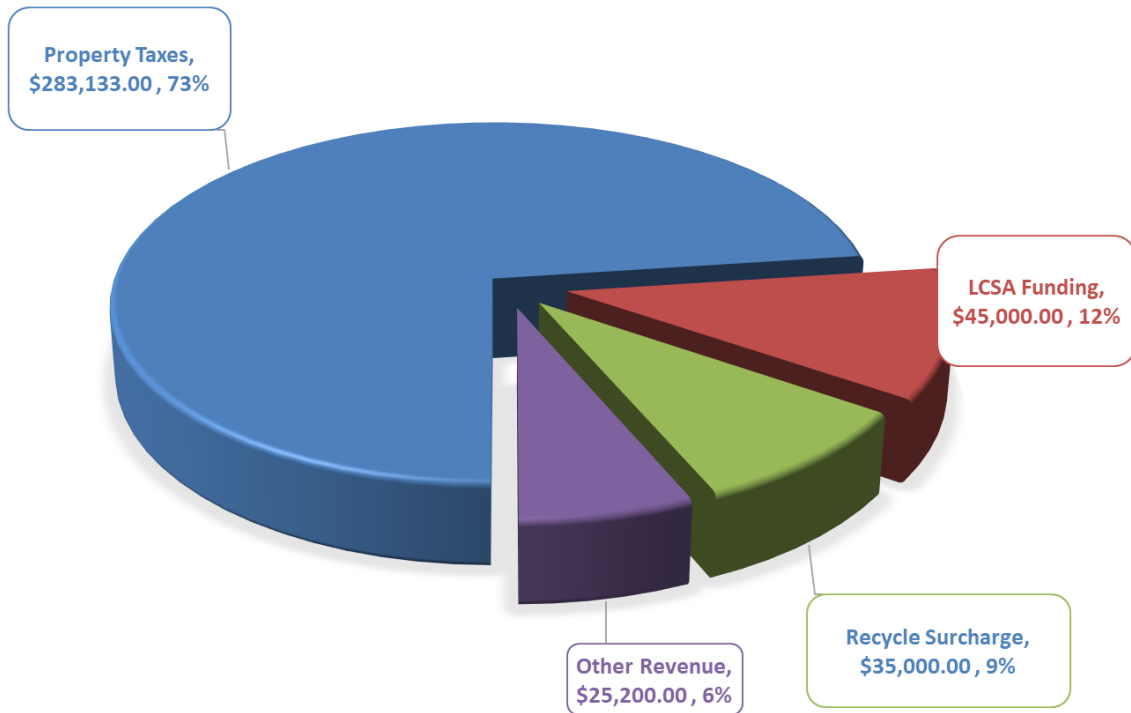
RECYCLING SERVICES	\$ 253,386	
RUBBISH COLLECTION & DISPOSAL SERVICES	\$ 120,565	
<u>TRANSFERS OUT &amp; OTHER FINANCING USES</u>	<u>\$ 17,710</u>	
TOTAL APPROPRIATIONS		\$ 391,661

NET CHANGES IN FUND BALANCES (\$ 3,328)

PROJECTED BEGINNING FUND BALANCES \$ 184,929

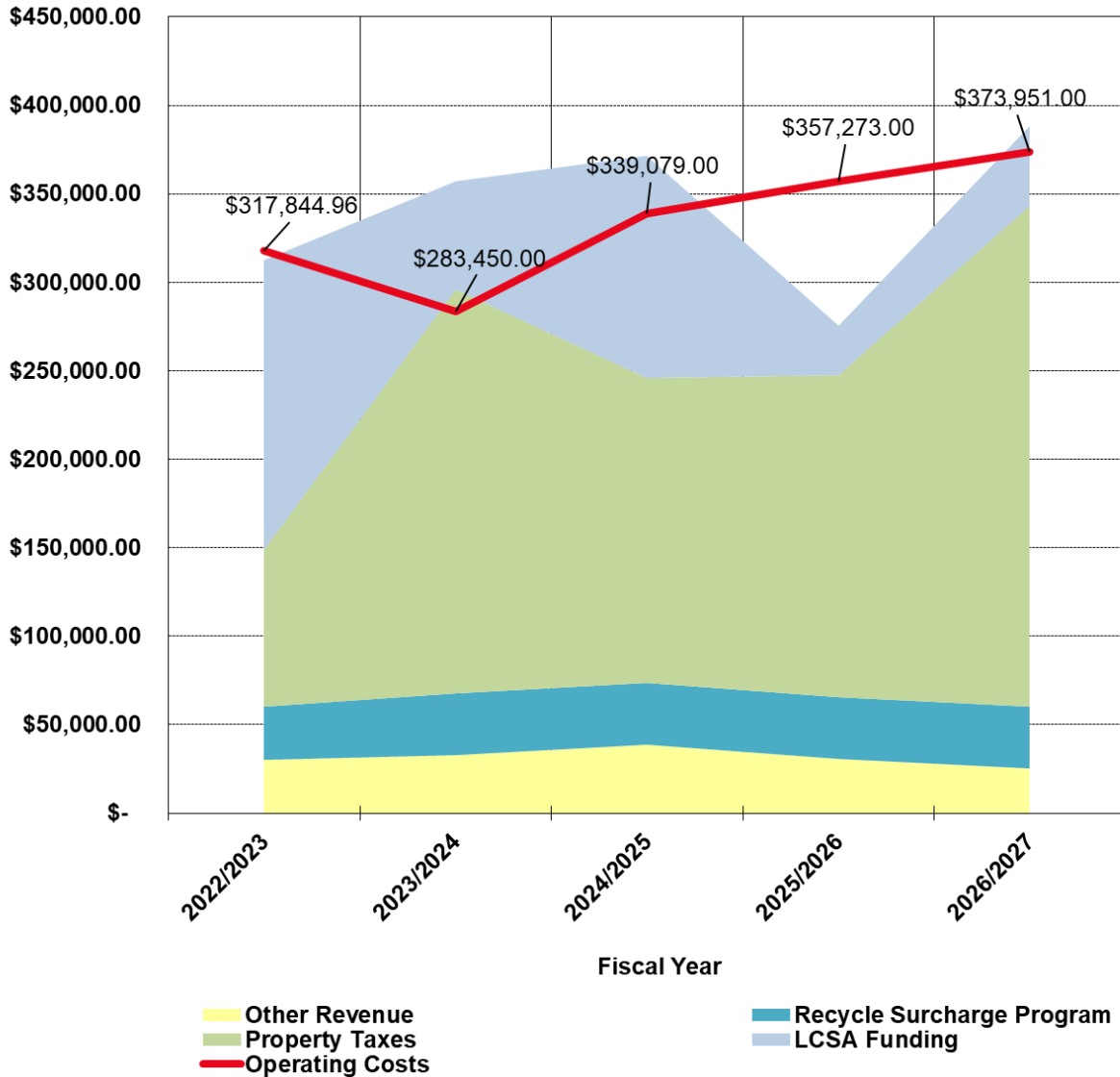
PROJECTED ENDING FUND BALANCES \$ 181,601

### CITY OF OTSEGO SOLID WASTE & RECYCLING FUND REVENUE PROJECTION



The Solid Waste and Recycling Fund Revenue Projection pie graph shows that property taxes provide the greatest share (73 percent) of revenues. Local Community Stabilization Authority (LCSA) funding, which replaces personal property taxes that have been phased out comprise the next largest share at 12 percent. Allegan County’s Recycle Surcharge program which collects \$25/household returns roughly \$35,000 a year for the City to use. Other revenue makes up the balance and is mainly comprised of transfer station receipts, sale of scrap metal and used oil.

## SOLID WASTE & RECYCLING OPERATING EXPENDITURES COMPARED TO REVENUES



The Recycling & Solid Waste Reduction Operating Expenditures Compared to Revenues graph illustrates the composition of revenues in the shaded areas and the operating expense with the red line. The difference between the two would be the appropriation to (or from) fund balance. Maintaining a fund balance equivalent to two months of operations is necessary to bridge the gap from July 1 to the property tax due date of August 15 and to help offset any unexpected cost increases in the collection and/or disposal of materials.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 225 - SOLID WASTE & RECYCLING FUND  
ESTIMATED REVENUES  
Dept 000 - REVENUE & BALANCE SHEET ACCTS

GL NUMBER	DESCRIPTION	2024-25	2025-26	2025-26	2026-27	2026-27	2026-27
		ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	APPROVED BUDGET	APPROVED AMT CHANGE	APPROVED % CHANGE
225-000-402.000	REAL PROPERTY TAXES	162,531	167,890	171,116	266,699	98,809	58.85
225-000-410.000	PERSONAL PROPERTY TAXES	5,646	5,664	5,664	9,532	3,868	68.29
225-000-411.000	PRIOR YEAR REAL PROPERTY TAXES	0	0	(140)	0	0	0.00
225-000-412.000	PRIOR YEAR PERSONAL PROPERTY TAXES	0	0	0	0	0	0.00
225-000-437.100	IFT REAL PROPERTY TAXES	4,197	4,327	4,327	6,902	2,575	59.51
225-000-437.200	IFT PERSONAL PROPERTY TAXES	0	0	0	0	0	0.00
225-000-445.000	PENALTIES & INTEREST ON TAXES	105	0	307	0	0	0.00
225-000-569.000	STATE GRANTS - OTHER	0	0	345	0	0	0.00
225-000-569.253	STATE GRANTS - SBTE REIMBURSEMENT	0	0	219	0	0	0.00
225-000-573.000	LOCAL COMM STABILIZATION SHARE	125,697	45,000	28,222	45,000	0	0.00
225-000-583.001	COUNTY RECYCLE SURCHARGE REIMBURSEMENT	35,000	35,000	35,000	35,000	0	0.00
225-000-626.002	CITY LABOR & MATERIALS	2,659	0	0	0	0	0.00
225-000-640.000	TRANSFER STATION RECEIPTS	16,820	15,000	15,000	15,000	0	0.00
225-000-642.528	SCRAP & SALVAGE SALES	4,772	3,000	3,080	3,000	0	0.00
225-000-665.000	INTEREST	14,339	6,000	12,000	7,200	1,200	20.00
225-000-684.000	MISCELLANEOUS REVENUE	0	0	0	0	0	0.00
225-000-687.000	REFUNDS/REBATES	(77)	0	482	0	0	0.00
225-000-689.000	CASH OVER OR SHORT	0	0	0	0	0	0.00
Totals for dept 000 - REVENUE & BALANCE SHEET ACCTS		371,689	281,881	275,622	388,333	106,452	37.76

# SOLID WASTE & RECYCLING FUND 225

## REVENUE ACCOUNTS

### ACTIVITY 000

### 2026 - 2027 BUDGET

PROPERTY TAX CALCULATION - tax revenues are based upon a solid waste reduction millage of 2.1879 mills. Michigan Compiled Laws 123.261 allows a local government to levy up to 3.0000 mills for solid waste reduction. For the City of Otsego, this maximum has been reduced by the Headlee Amendment to the State Constitution to 2.6029. The millage reduction can only be restored by voter approval.

[Note: New industrial facilities tax abatements (IFT's) are calculated at one-half of the respective millage rates. Rehabilitation IFT's have their original taxable value frozen but are taxed at the full rate. In addition, P.A. 8 of 2010 freezes the taxable value and the millage rate on senior/disabled housing (Baraga Manor) at 2008 values.

<u>AD VALOREM PARCELS</u>	<u>TAXABLE VALUE</u>	<u>INDUSTRIAL TAX ABATMENTS</u>	<u>TAXABLE VALUE</u>
Real Property	\$ 125,733,086	IFT - Real Rehab	\$ 0 (Frozen TV, full millage)
Personal Property	\$ 4,356,600	IFT - Real New	\$ 6,308,899 (1/2 millage rate)
<u>Total Ad Valorem</u>	<u>\$ 130,089,686</u>	<u>Total IFT's</u>	<u>\$ 6,308,899</u>
Effective Taxable Value at full rate:		\$ 133,244,136	

- 402.000 REAL PROPERTY TAXES - tax revenues based upon the available ad valorem real property taxable value and the solid waste reduction millage rate.
  
- 410.000 PERSONAL PROPERTY TAXES - tax revenues based upon the available ad valorem personal property taxable value and the solid waste reduction millage rate.
  
- 411.000 PRIOR YEAR REAL PROPERTY TAXES - reflects solid waste reduction tax revenues on real property due to events such as Michigan Tax Tribunal Rulings affecting specific property taxable values for one or more prior years.
  
- 412.000 PRIOR YEAR PERSONAL PROPERTY TAXES - reflects solid waste reduction tax revenues on personal property due to events such as Michigan Tax Tribunal Rulings affecting specific property taxable values for one or more prior years.
  
- 437.100 IFT REAL PROPERTY TAXES - tax revenues based upon the available tax abated real property taxable value and one-half of the solid waste reduction rate.

SOLID WASTE & RECYCLING FUND ESTIMATED REVENUES 225-000 - Cont.

- 437.200 IFT PERSONAL PROPERTY TAXES - tax revenues based upon the available tax abated personal property taxable value and one-half of the solid waste reduction millage rate.
- 445.000 INTEREST & PENALTY FEES – interest is collected on delinquent taxes (1/2% monthly interest penalty on delinquent City taxes).
- 569.000 STATE GRANTS - OTHER - records one-time special state grant monies received.
- 569.253 STATE GRANTS – SBTE REIMBURSEMENT – records Small Business Tax Exemption state reimbursement, a new revenue source beginning in Fiscal Year 2026.
- 573.000 LOCAL COMMUNITY STABILIZATION SHARE APPROPRIATION – records funds received from the Local Community Stabilization Authority as personal property taxes are phased out.
- 583.001 COUNTY RECYCLING REIMBURSEMENT - projected revenues from Allegan County Recycling Surcharge (\$25 per household) to fund the City's recycling programs.
- 626.002 CITY LABOR & MATERIALS - charges for City labor outside normal scope of services. Charges are based upon employee wages, fringe benefits, materials and motor equipment used.
- 640.000 TRANSFER STATION RECEIPTS - user fee charges for non-recyclable materials.
- 642.528 SCRAP & SALVAGE SALES – records the sale of scrap metal collected at the transfer station.
- 665.000 INTEREST – records interest earned on deposits and investments.
- 684.000 MISCELLANEOUS REVENUE - witness fees and other non-specified revenues.
- 687.000 REFUNDS/REBATES - records rebates and refunds for expenses paid in a prior fiscal year.
- 689.000 CASH SHORT/OVER - balances the cash register when untraceable errors occur.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 225 - SOLID WASTE & RECYCLING FUND  
ESTIMATED REVENUES  
Dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
225-931-693.000	SALE OF CAPITAL ASSETS (GOVERNMENTAL)	0	0	0	0	0	0.00
225-931-698.000	BOND OR INSURANCE RECOVERIES	0	0	0	0	0	0.00
225-931-699.101	INTERFUND TRANSFER IN - GENERAL FUND	0	0	0	0	0	0.00
Totals for dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES		0	0	0	0	0	0.00
TOTAL ESTIMATED REVENUES		371,689	281,881	275,622	388,333	106,452	37.76

SOLID WASTE & RECYCLING FUND 225

TRANSFERS IN & OTHER FINANCING SOURCES

ACTIVITY 931

2026 - 2027 BUDGET

693.000 SALE OF CAPITAL ASSETS (GOVERNMENTAL) – records revenues received the sale of assets owned by the fund.

698.000 BOND OR INSURANCE RECOVERIES - amounts received from bond or insurance claims.

699.101 TRANSFER IN – GENERAL FUND - records current year General Fund subsidy.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 225 - SOLID WASTE & RECYCLING FUND  
APPROPRIATIONS  
Dept 525 - RECYCLING SERVICES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
225-525-702.003	SALARY - FINANCE DIRECTOR	0	2,526	1,506	2,594	68	2.69
225-525-702.401	SALARY - DPW SUPERINTENDENT	5,060	4,342	5,994	5,239	897	20.66
225-525-703.401	FULL-TIME DPW SPECIALIST WAGES	41,700	41,160	41,160	43,502	2,342	5.69
225-525-704.401	PART-TIME & SEASONAL DPW WAGES	10,627	10,551	10,551	12,831	2,280	21.61
225-525-710.000	FICA PAYROLL TAX	4,057	4,481	4,481	4,940	459	10.24
225-525-712.000	HEALTH INSURANCE	11,157	10,046	10,046	9,861	(185)	(1.84)
225-525-713.000	LIFE INSURANCE	73	60	60	60	0	0.00
225-525-714.000	RETIREMENT PLAN CONTRIBUTIONS	4,131	4,610	4,620	4,837	227	4.92
225-525-715.000	DISABILITY INSURANCE	197	188	188	198	10	5.32
225-525-716.000	WORKERS COMPENSATION INSURANCE	1,705	2,230	2,230	2,219	(11)	(0.49)
225-525-725.000	EMPLOYEE ASSISTANCE PROGRAM	25	30	30	30	0	0.00
225-525-740.000	OPERATING SUPPLIES	902	1,000	1,400	1,300	300	30.00
225-525-760.000	MINOR EQUIPMENT PURCHASES	0	0	0	0	0	0.00
225-525-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,066	1,900	1,900	1,900	0	0.00
225-525-801.003	BRUSH & STUMP GRINDING	9,563	6,000	6,000	6,000	0	0.00
225-525-801.007	CURBSIDE RECYCLING PICKUP	67,200	74,760	74,827	84,000	9,240	12.36
225-525-801.008	RECYCLABLE MATERIAL CONTAINERS	7,968	13,750	13,750	13,750	0	0.00
225-525-803.000	AUDITING SERVICES	315	320	270	320	0	0.00
225-525-804.000	BANKING CHARGES	242	275	275	275	0	0.00
225-525-810.000	LEGAL SERVICES	0	0	0	0	0	0.00
225-525-820.000	SERVICE AGREEMENTS	0	0	0	0	0	0.00
225-525-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
225-525-850.000	TELEPHONE SERVICE	51	100	100	100	0	0.00
225-525-852.000	MISC COMM/INTERNET	67	75	75	75	0	0.00
225-525-860.000	TRANSPORTATION, LODGING & MEALS	0	0	0	0	0	0.00
225-525-900.000	PRINTING & PUBLISHING	0	400	400	400	0	0.00
225-525-924.000	ELECTRIC UTILITY	1,181	1,460	1,460	1,460	0	0.00
225-525-925.000	NATURAL GAS/PROPANE UTILITY	0	0	0	0	0	0.00
225-525-930.000	LAND & BUILDING REPAIRS	0	500	1,418	500	0	0.00
225-525-931.000	EQUIPMENT REPAIRS	0	500	500	500	0	0.00
225-525-940.000	RENTALS - MOTOR POOL EQUIPMENT	54,233	55,000	55,000	55,000	0	0.00
225-525-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	1,300	1,495	1,495	1,495	0	0.00
Totals for dept 525 - RECYCLING SERVICES		224,820	237,759	239,736	253,386	15,627	6.57

## SOLID WASTE & RECYCLING FUND 225

### RECYCLING SERVICES

#### ACTIVITY 525

#### 2026 - 2027 BUDGET

This activity includes fall leaf pickup, monthly brush pickup and handling of recyclable materials at the City's Transfer/Recycling Center

702.003 SALARY – FINANCE DIRECTOR- provides 2.5 percent (52 hours) of the finance director's salary.

702.401 SALARY - DPW SUPERINTENDENT- provides five percent (104 hours) of the DPW superintendent's salary.

703.401 FULL-TIME DPW SPECIALIST WAGES- provides 1,185 hours of DPW service.

704.401 PART-TIME & SEASONAL DPW WAGES– provides 546 hours of general labor during higher activity months. These employees do not receive benefits.

710.000 FICA PAYROLL TAX – reflects the City's share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.

712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.

713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.

714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.

715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.

716.000 WORKERS COMPENSATION INSURANCE – reflects the City's payment of workers' compensation insurance which provides benefits to employees injured on the job.

725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.

- 740.000 OPERATING SUPPLIES - provides cutting blades and other necessary recycling materials.
- 760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.
- 801.000 PROFESSIONAL & CONTRACTUAL SERVICES – reflects non-recurring service(s).
- 801.003 BRUSH & STUMP GRINDING – provides industrial grinding services to reduce accumulated brush and stumps, as necessary.
- 801.007 CURBSIDE RECYCLING PICKUP - this service is currently contracted to Best Way Disposal, Inc. which canvasses the City the first and Third Tuesday of each month.
- 801.008 RECYCLABLE MATERIAL CONTAINERS - provides the pickup and transportation of roll-off containers to a local recycling center for paper, plastics and tin.
- 803.000 AUDITING SERVICES - provides two percent of the annual audit fee by an independent certified public accounting firm.
- 804.000 BANKING CHARGES – records banking charges for services.
- 810.000 LEGAL SERVICES– provides legal services for this activity.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.
- 850.000 TELEPHONE SERVICE - provides 50 percent of the telephone service for the transfer station.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRANSPORTATION, LODGING & MEALS – records travel expenditures to carry out the functions of this department.
- 900.000 PRINTING & PUBLISHING - provides for the publishing of related notices, as necessary.
- 924.000 ELECTRIC UTILITY - records 50 percent of the electric utility expense for the transfer station.

925.000 NATURAL GAS/PROPANE - records 50 percent of the natural gas/propane utility expense to heat the transfer station building.

930.000 LAND & BUILDING REPAIRS- provides 50 percent of general building maintenance expense to the transfer station building.

931.000 EQUIPMENT REPAIRS - includes general and preventive maintenance to equipment.

940.000 RENTALS - MOTOR POOL EQUIPMENT - state established rental rates are charged here for motor equipment used for monthly curbside pickup of recyclable materials.

960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 225 - SOLID WASTE & RECYCLING FUND  
APPROPRIATIONS  
Dept 528 - RUBBISH COLLECTION/DISPOSAL

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
225-528-702.003	SALARY - FINANCE DIRECTOR	0	2,526	1,505	2,594	68	2.69
225-528-702.401	SALARY - DPW SUPERINTENDENT	5,060	4,342	5,994	5,239	897	20.66
225-528-703.401	FULL-TIME DPW SPECIALIST WAGES	37,364	34,458	34,458	35,110	652	1.89
225-528-704.401	PART-TIME & SEASONAL DPW WAGES	10,327	10,551	10,551	12,831	2,280	21.61
225-528-710.000	FICA PAYROLL TAX	3,710	3,969	3,969	4,386	417	10.51
225-528-712.000	HEALTH INSURANCE	11,493	8,376	8,376	8,176	(200)	(2.39)
225-528-713.000	LIFE INSURANCE	71	52	52	52	0	0.00
225-528-714.000	RETIREMENT PLAN CONTRIBUTIONS	3,872	3,966	3,966	4,168	202	5.09
225-528-715.000	DISABILITY INSURANCE	195	162	162	171	9	5.56
225-528-716.000	WORKERS COMPENSATION INSURANCE	1,216	1,650	1,650	1,952	302	18.30
225-528-725.000	EMPLOYEE ASSISTANCE PROGRAM	29	30	30	30	0	0.00
225-528-740.000	OPERATING SUPPLIES	1,688	2,000	2,000	2,000	0	0.00
225-528-760.000	MINOR EQUIPMENT PURCHASES	0	0	0	0	0	0.00
225-528-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	400	500	600	500	0	0.00
225-528-801.009	REFUSE CONTAINERS	21,676	25,000	25,000	25,000	0	0.00
225-528-803.000	AUDITING SERVICES	315	320	270	320	0	0.00
225-528-804.000	BANKING CHARGES	242	275	275	275	0	0.00
225-528-810.000	LEGAL SERVICES	0	0	0	0	0	0.00
225-528-820.000	SERVICE AGREEMENTS	0	0	0	0	0	0.00
225-528-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
225-528-850.000	TELEPHONE SERVICE	51	70	70	70	0	0.00
225-528-852.000	MISC COMM/INTERNET	67	70	70	70	0	0.00
225-528-860.000	TRANSPORTATION, LODGING & MEALS	0	0	0	0	0	0.00
225-528-900.000	PRINTING & PUBLISHING	0	100	100	100	0	0.00
225-528-924.000	ELECTRIC UTILITY	1,181	1,430	1,430	1,430	0	0.00
225-528-925.000	NATURAL GAS/PROPANE UTILITY	0	0	0	0	0	0.00
225-528-930.000	LAND & BUILDING REPAIRS	0	500	1,418	500	0	0.00
225-528-931.000	EQUIPMENT REPAIRS	0	500	500	500	0	0.00
225-528-940.000	RENTALS - MOTOR POOL EQUIPMENT	14,353	14,000	14,000	14,000	0	0.00
225-528-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	949	1,091	1,091	1,091	0	0.00
Totals for dept 528 - RUBBISH COLLECTION/DISPOSAL		114,259	115,938	117,537	120,565	4,627	3.99

## SOLID WASTE & RECYCLING FUND 225

### RUBBISH COLLECTION & DISPOSAL SERVICES

#### ACTIVITY 528

#### 2026 - 2027 BUDGET

This activity includes the operation of the transfer station as well as the monthly residential pickup of two to three bags or boxes of rubbish.

702.003 SALARY – FINANCE DIRECTOR- provides 2.5 percent (52 hours) of the finance director’s salary.

702.401 SALARY - DPW SUPERINTENDENT- provides five percent (104 hours) of the DPW superintendent’s salary.

703.401 FULL-TIME DPW SPECIALIST WAGES- 986 hours of DPW labor are provided.

704.401 PART-TIME & SEASONAL DPW WAGES- provides for 546 hours of general labor during higher activity months. These employees do not receive benefits.

710.000 FICA PAYROLL TAX – reflects the City’s share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.

712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.

713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.

714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.

715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.

716.000 WORKERS COMPENSATION INSURANCE – reflects the City’s payment of workers’ compensation insurance which provides benefits to employees injured on the job.

725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.

RUBBSIH COLLECTION & DISPOSAL SERVICES 225-528 - Cont.

- 740.000 OPERATING SUPPLIES - materials to operate the transfer station.
- 760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.
- 801.000 PROFESSIONAL & CONTRACTUAL SERVICES - special projects in this activity.
- 801.009 REFUSE CONTAINERS – provides for the pick-up and transportation of full roll-off trash containers to a local landfill and the monthly rental charge on the containers.
- 803.000 AUDITING SERVICES - provides two percent of the annual audit fee by an independent certified public accounting firm.
- 804.000 BANKING CHARGES – records banking charges for services.
- 810.000 LEGAL SERVICES– provides legal services for this activity.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.
- 850.000 TELEPHONE SERVICE - provides 50 percent of the telephone service for the transfer station.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRANSPORTATION, LODGING & MEALS – records travel expenditures to carry out the functions of this department.
- 900.000 PRINTING & PUBLISHING - publication of the annual May-June free trip to the Transfer Station for local residents.
- 924.000 ELECTRIC UTILITY - records 50 percent of the electric utility expense for the transfer station.
- 925.000 NATURAL GAS/PROPANE - records 50 percent of the natural gas/propane utility expense to heat the transfer station building.
- 930.000 LAND & BUILDING REPAIRS- provides 50 percent of general building maintenance expense to the transfer station building.

RUBBSIH COLLECTION & DISPOSAL SERVICES 225-528 - Cont.

931.000 EQUIPMENT REPAIRS - provides maintenance to the compactor.

940.000 RENTALS - MOTOR POOL EQUIPMENT - state established rental rates are charged here for motor equipment used for the monthly pickup program.

960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides a solid waste disposal bond, property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 225 - SOLID WASTE & RECYCLING FUND  
APPROPRIATIONS  
Dept 966 - TRANSFERS OUT & OTHER FINANCING USES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
225-966-995.401	TRANSFER TO CAPITAL PROJECTS FUND	8,930	8,930	8,930	8,930	0	0.00
225-966-995.402	TRANSFER TO EQUIP & REPLACEMENT FUND	8,780	8,780	8,780	8,780	0	0.00
Totals for dept 966 - TRANSFERS OUT & OTHER FINANCING USES		17,710	17,710	17,710	17,710	0	0.00
TOTAL APPROPRIATIONS		356,789	371,407	374,983	391,661	20,254	5.45
NET OF REVENUES/APPROPRIATIONS - FUND 225		14,900	(89,526)	(99,361)	(3,328)	86,198	(96.28)
BEGINNING FUND BALANCE		269,394	284,290	284,290	184,929	(99,361)	(34.95)
ENDING FUND BALANCE		284,294	194,764	184,929	181,601	(13,163)	(6.76)

SOLID WASTE AND RECYCLING FUND 225

TRANSFERS OUT & OTHER FINANCING USES

ACTIVITY 966

2026 – 2027 BUDGET

995.401 TRANSFER TO CAPITAL PROJECTS FUND – transfers monies to the Capital Projects Fund for future replacement or significant repairs to building and land improvement assets related to this fund.

995.402 TRANSFER TO EQUIPMENT & REPLACEMENT FUND - transfers monies to the Equipment and Replacement Fund for future replacement or significant repairs to equipment related to this fund.

# CAPITAL PROJECTS FUND 401

## SUMMARY OF REVENUES & APPROPRIATIONS 2025 - 2026 BUDGET

ESTIMATED REVENUES		
OTHER REVENUE	\$ 415,000	
<u>TRANSFERS IN &amp; OTHER FINANCING SOURCES</u>	<u>\$ 30,600</u>	
TOTAL REVENUE		\$ 445,600
APPROPRIATIONS		
CAPITAL OUTLAY	\$ 817,000	
<u>TRANSFERS OUT &amp; OTHER FINANCING USES</u>	<u>\$ 0</u>	
TOTAL APPROPRIATIONS		\$ 817,000
NET CHANGES IN FUND BALANCES		(\$371,400)
PROJECTED BEGINNING FUND BALANCES		
COMMITTED FUND BALANCE – GENERAL FUND ASSETS	\$ 553,015	
COMMITTED FUND BALANCE – PUBLIC SAFETY ASSETS	\$ 163,297	
<u>COMMITTED FUND BALANCE – SOLID WASTE/RECYCLING</u>	<u>\$ 55,106</u>	
TOTAL PROJECTED BEGINNING FUND BALANCES		\$ 771,419
PROJECTED ENDING FUND BALANCES		
COMMITTED FUND BALANCE – GENERAL FUND ASSETS	\$ 146,768	
COMMITTED FUND BALANCE – PUBLIC SAFETY ASSETS	\$ 188,143	
<u>COMMITTED FUND BALANCE – SOLID WASTE/RECYCLING</u>	<u>\$ 65,107</u>	
TOTAL PROJECTED ENDING FUND BALANCES		\$ 400,018

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 401 - CAPITAL PROJECTS FUND  
ESTIMATED REVENUES  
Dept 000 - REVENUE & BALANCE SHEET ACCTS

GL NUMBER	DESCRIPTION	2024-25	2025-26	2025-26	2026-27	2026-27	2026-27
		ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	APPROVED BUDGET	APPROVED AMT CHANGE	APPROVED % CHANGE
401-000-582.000	CONTRIBUTIONS FROM TOWNSHIP	0	0	0	0	0	0.00
401-000-665.000	INTEREST	13,683	5,000	17,219	15,000	10,000	200.00
401-000-674.000	CONTRIBUTIONS -	0	0	0	0	0	0.00
401-000-684.000	MISCELLANEOUS REVENUE	0	400,000	0	400,000	0	0.00
401-000-687.000	REFUNDS/REBATES	0	0	0	0	0	0.00
401-000-689.000	CASH OVER OR SHORT	0	0	0	0	0	0.00
Totals for dept 000 - REVENUE & BALANCE SHEET ACCTS		13,683	405,000	17,219	415,000	10,000	2.47

# CAPITAL PROJECTS FUND 401

## ESTIMATED REVENUES

### ACTIVITY 000

### 2026 - 2027 BUDGET

582.000 CONTRIBUTIONS FROM OTSEGO TOWNSHIP – records monies contributed to capital improvement projects from Otsego Township – most typically for the fire department.

665.000 INTEREST – records interest earned on deposits and investments.

674.000 CONTRIBUTIONS - records unspecified donations and charitable contributions.

684.000 MISCELLANEOUS REVENUE - records other non-specified revenues.

687.000 REFUNDS/REBATES - records rebates and refunds for expenses paid in a prior fiscal year.

689.000 CASH SHORT/OVER - balances accounts receivable when untraceable errors occur.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 401 - CAPITAL PROJECTS FUND  
ESTIMATED REVENUES  
Dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
401-931-699.101	INTERFUND TRANSFER IN - GENERAL FUND	92,190	400,000	400,000	0	(400,000)	(100.00)
401-931-699.205	INTERFUND TRANSFER IN - PUBLIC SAFETY	21,670	21,670	21,670	21,670	0	0.00
401-931-699.225	INTERFUND TRANSFER IN - SOLID WST & RECY	8,930	8,930	8,930	8,930	0	0.00
Totals for dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES		122,790	430,600	430,600	30,600	(400,000)	(92.89)
TOTAL ESTIMATED REVENUES		136,473	835,600	447,819	445,600	(390,000)	(46.67)

# CAPITAL PROJECTS FUND 401

## TRANSFERS IN & OTHER FINANCING SOURCES

### ACTIVITY 931

### 2026 - 2027 BUDGET

699.101 INTERFUND TRANSFER IN - GENERAL FUND – annual amount necessary to significantly repair (>\$5000), replace and/or purchase new land, buildings and/or land improvements to assets held by the General Fund.

699.205 TRANSFER IN – PUBLIC SAFETY FUND - annual amount necessary to significantly repair (>\$5000), replace and/or purchase new land, buildings and/or land improvements to assets held by the Public Safety Fund.

699.225 TRANSFER IN – SOLID WASTE & RECYCLING FUND - annual amount necessary to significantly repair (>\$5000), replace and/or purchase new land, buildings and/or land improvements to assets held by the Solid Waste and Recycling Fund.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 401 - CAPITAL PROJECTS FUND  
APPROPRIATIONS  
Dept 901 - CAPITAL OUTLAY

GL NUMBER	DESCRIPTION	2024-25	2025-26	2025-26	2026-27	2026-27	2026-27
		ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	APPROVED BUDGET	APPROVED AMT CHANGE	APPROVED % CHANGE
401-901-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0	0	0	0	0	0.00
401-901-971.000	LAND PURCHASES	0	0	0	0	0	0.00
401-901-974.265	LAND IMPRVMENTS - CITY HALL	0	0	0	0	0	0.00
401-901-974.301	LAND IMPRVMENTS - POLICE DEPT	0	0	0	0	0	0.00
401-901-974.336	LAND IMPRVMENTS - FIRE DEPT	0	0	0	0	0	0.00
401-901-974.441	LAND IMPRVMENTS - DPW	0	0	0	0	0	0.00
401-901-974.751	LAND IMPRVMENTS - PARKS	49,758	800,000	0	800,000	0	0.00
401-901-974.806	LAND IMPRVMENTS - COMM CENTER	0	0	0	0	0	0.00
401-901-975.265	BLDG IMPRVMENTS - CITY HALL	0	0	0	0	0	0.00
401-901-975.301	BLDG IMPRVMENTS - POLICE DEPT	0	0	0	0	0	0.00
401-901-975.336	BLDG IMPRVMENTS - FIRE DEPT	0	0	0	0	0	0.00
401-901-975.441	BLDG IMPRVMENTS - DPW	0	0	0	17,000	17,000	0.00
401-901-975.751	BLDG IMPRVMENTS - PARKS	0	0	0	0	0	0.00
401-901-975.806	BLDG IMPRVMENTS - COMM CNTR	0	0	0	0	0	0.00
Totals for dept 901 - CAPITAL OUTLAY		49,758	800,000	0	817,000	17,000	2.13

# CAPITAL PROJECTS FUND 401

## CAPITAL OUTLAY ACTIVITY 901 2026 - 2027 BUDGET

- 801.000 PROFESSIONAL & CONTRACTUAL SERVICES - funding for miscellaneous administrative expense.
- 971.000 LAND PURCHASES - projected expenditures for land purchases.
- 974.265 LAND IMPROVEMENTS - CITY HALL - provides for improvements to the land including parking lots, sidewalks, landscaping, etc. that exceed \$5,000.
- 974.301 LAND IMPROVEMENTS - POLICE DEPARTMENT - provides for improvements to the land including parking lots, sidewalks, landscaping, etc. that exceed \$5,000.
- 974.336 LAND IMPROVEMENTS - FIRE DEPARTMENT - provides for improvements to the land including parking lots, sidewalks, landscaping, etc. that exceed \$5,000.
- 974.441 LAND IMPROVEMENTS - DEPARTMENT OF PUBLIC WORKS - provides for improvements to the land including parking lots, sidewalks, landscaping, etc. that exceed \$5,000.
- 974.751 LAND IMPROVEMENTS - PARKS - provides for improvements to the land including parking lots, sidewalks, landscaping, play structures, etc. that exceed \$5,000.
- \$800,000 allocated for shelter/restroom facility at Pavilion near Police Department.
- 974.806 LAND IMPROVEMENTS - COMMUNITY CENTER - provides for improvements to the land including parking lots, sidewalks, landscaping, etc. that exceed \$5,000.
- 975.265 BUILDING IMPROVEMENTS - CITY HALL - provides for the construction of new buildings, additions or significant repairs exceeding \$5,000 that will extend the life of a building.
- 975.301 BUILDING IMPROVEMENTS - POLICE DEPARTMENT - provides for the construction of new buildings, additions or significant repairs exceeding \$5,000 that will extend the life of a building.
- 975.336 BUILDING IMPROVEMENTS - FIRE DEPARTMENT - provides for the construction of new buildings, additions or significant repairs exceeding \$5,000 that will extend the life of a building.

975.441 BUILDING IMPROVEMENTS - DEPARTMENT OF PUBLIC WORKS - provides for the construction of new buildings, additions or significant repairs exceeding \$5,000 that will extend the life of a building.

- \$17,000 allocated for a new bulk water meter sales system at the DPW Building

975.751 BUILDING IMPROVEMENTS - PARKS - provides for the construction of new buildings, additions or significant repairs exceeding \$5,000 that will extend the life of a building.

975.806 BUILDING IMPROVEMENTS - COMMUNITY CENTER - provides for the construction of new buildings, additions or significant repairs exceeding \$5,000 that will extend the life of a building.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 401 - CAPITAL PROJECTS FUND  
APPROPRIATIONS  
Dept 966 - TRANSFERS OUT & OTHER FINANCING USES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
401-966-995.101	TRANSFER TO GENERAL FUND	0	0	0	0	0	0.00
401-966-995.402	TRANSFER TO EQUIP & REPLACEMENT FUND	0	0	0	0	0	0.00
Totals for dept 966 - TRANSFERS OUT & OTHER FINANCING USES		0	0	0	0	0	0.00
TOTAL APPROPRIATIONS		49,758	800,000	0	817,000	17,000	2.13
NET OF REVENUES/APPROPRIATIONS - FUND 401		86,715	35,600	447,819	(371,400)	(407,000)	(1,143.26)
BEGINNING FUND BALANCE		236,885	323,600	323,600	771,419	447,819	138.39
ENDING FUND BALANCE		323,600	359,200	771,419	400,019	40,819	11.36

# CAPITAL PROJECTS FUND 401

## TRANSFER OUT

### ACTIVITY 966

#### 2026 - 2027 BUDGET

995.101 TRANSFER TO GENERAL FUND - identifies funds being transferred back to the General Fund.

995.402 TRANSFER TO EQUIPMENT & REPLACEMENT FUND - transfers surplus monies to the Equipment and Replacement Fund for future replacement or significant repairs to equipment.

# EQUIPMENT & REPLACEMENT FUND 402

## SUMMARY OF REVENUES & APPROPRIATIONS 2026 - 2027 BUDGET

ESTIMATED REVENUES		
OTHER REVENUE	\$ 10,000	
<u>TRANSFERS IN &amp; OTHER FINANCING SOURCES</u>	<u>\$ 127,780</u>	
TOTAL REVENUE		\$ 137,780
APPROPRIATIONS		
<u>CAPITAL OUTLAY</u>	<u>\$ 208,000</u>	
TOTAL APPROPRIATIONS		\$ 173,000
NET CHANGES IN FUND BALANCES		(\$ 70,220)
PROJECTED BEGINNING FUND BALANCES		
COMMITTED FUND BALANCE – GENERAL FUND ASSETS	\$ 37,755	
COMMITTED FUND BALANCE – PUBLIC SAFETY ASSETS	\$ 354,635	
<u>COMMITTED FUND BALANCE – SOLID WASTE/RECYCLING</u>	<u>\$ 21,627</u>	
TOTAL PROJECTED BEGINNING FUND BALANCES		\$ 414,017
PROJECTED ENDING FUND BALANCES		
COMMITTED FUND BALANCE – GENERAL FUND ASSETS	\$ 45,667	
COMMITTED FUND BALANCE – PUBLIC SAFETY ASSETS	\$ 267,201	
<u>COMMITTED FUND BALANCE – SOLID WASTE/RECYCLING</u>	<u>\$ 30,929</u>	
TOTAL PROJECTED ENDING FUND BALANCES		\$ 343,797

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 402 - EQUIPMENT & REPLACEMENT FUND  
ESTIMATED REVENUES  
Dept 000 - REVENUE & BALANCE SHEET ACCTS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
402-000-582.000	CONTRIBUTIONS FROM TOWNSHIP	0	0	0	0	0	0.00
402-000-665.000	INTEREST	10,463	4,000	11,230	10,000	6,000	150.00
Totals for dept 000 - REVENUE & BALANCE SHEET ACCTS		10,463	4,000	11,230	10,000	6,000	150.00

## EQUIPMENT & REPLACEMENT FUND 402

### ESTIMATED REVENUES

#### ACTIVITY 000

#### 2026 - 2027 BUDGET

582.000 CONTRIBUTIONS FROM OTSEGO TOWNSHIP – records monies contributed to capital equipment purchases from Otsego Township – most typically for the fire department.

665.000 INTEREST – records interest earned on deposits and investments.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 402 - EQUIPMENT & REPLACEMENT FUND  
ESTIMATED REVENUES  
Dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
402-931-698.000	BOND OR INSURANCE RECOVERIES	0	0	0	0	0	0.00
402-931-699.101	INTERFUND TRANSFER IN - GENERAL FUND	12,490	0	7,000	7,000	7,000	0.00
402-931-699.205	INTERFUND TRANSFER IN - PUBLIC SAFETY	76,530	146,000	146,000	112,000	(34,000)	(23.29)
402-931-699.225	INTERFUND TRANSFER IN - SOLID WST & RECY	8,780	8,780	8,780	8,780	0	0.00
Totals for dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES		97,800	154,780	161,780	127,780	(27,000)	(17.44)
TOTAL ESTIMATED REVENUES		108,263	158,780	173,010	137,780	(21,000)	(13.23)

## EQUIPMENT & REPLACEMENT FUND 402

### TRANSFERS IN & OTHER FINANCING SOURCES

#### ACTIVITY 931

#### 2026 - 2027 BUDGET

698.000 BOND OR INSURANCE RECOVERIES - amounts received from bond or insurance claims.

699.101 INTERFUND TRANSFER IN - GENERAL FUND – annual amount necessary to significantly repair (>\$5000), replace and/or purchase new land, buildings and/or land improvements to assets held by the General Fund.

699.205 TRANSFER IN – PUBLIC SAFETY FUND - annual amount necessary to significantly repair (>\$5000), replace and/or purchase new land, buildings and/or land improvements to assets held by the Public Safety Fund.

699.225 TRANSFER IN – SOLID WASTE & RECYCLING FUND - annual amount necessary to significantly repair (>\$5000), replace and/or purchase new land, buildings and/or land improvements to assets held by the Solid Waste and Recycling Fund.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 402 - EQUIPMENT & REPLACEMENT FUND  
APPROPRIATIONS  
Dept 901 - CAPITAL OUTLAY

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
402-901-977.301	SHOP/DEPT EQUIPMENT - POLICE DEPT	0	96,000	0	108,000	12,000	12.50
402-901-977.336	SHOP/DEPT EQUIPMENT - FIRE DEPT	7,115	0	23,633	0	0	0.00
402-901-977.441	SHOP/DEPT EQUIPMENT - DPW	0	0	0	0	0	0.00
402-901-977.528	SHOP/DEPT EQUIPMENT - TRANSFER STATION	0	0	0	0	0	0.00
402-901-977.540	SHOP/DEPT EQUIPMENT - FIRE DEPT CITY	0	0	0	0	0	0.00
402-901-980.172	OFFICE EQUIP & FURN - CITY MGR	0	0	0	0	0	0.00
402-901-980.215	OFFICE EQUIP & FURN - CITY CLERK	0	0	0	0	0	0.00
402-901-980.253	OFFICE EQUIP & FURN - TREAS / FIN DIR.	0	0	0	0	0	0.00
402-901-980.257	OFFICE EQUIP & FURN - ASSESSING	0	0	0	0	0	0.00
402-901-980.265	OFFICE EQUIP & FURN - CITY HALL	0	0	0	0	0	0.00
402-901-980.301	OFFICE EQUIP & FURN - POLICE DEPT	0	0	0	0	0	0.00
402-901-980.336	OFFICE EQUIP & FURN - FIRE DEPT	0	0	0	0	0	0.00
402-901-980.441	OFFICE EQUIP & FURN - DPW	0	0	0	0	0	0.00
402-901-981.301	VEHICLES - POLICE DEPT	17,507	50,000	27,702	100,000	50,000	100.00
402-901-981.336	VEHICLES - FIRE DEPT	0	0	0	0	0	0.00
Totals for dept 901 - CAPITAL OUTLAY		24,622	146,000	51,335	208,000	62,000	42.47
TOTAL APPROPRIATIONS		24,622	146,000	51,335	208,000	62,000	42.47
NET OF REVENUES/APPROPRIATIONS - FUND 402		83,641	12,780	121,675	(70,220)	(83,000)	(649.45)
BEGINNING FUND BALANCE		208,701	292,342	292,342	414,017	121,675	41.62
ENDING FUND BALANCE		292,342	305,122	414,017	343,797	38,675	12.68

## EQUIPMENT & REPLACEMENT FUND 402

### CAPITAL OUTLAY ACTIVITY 901 2026 - 2027 BUDGET

- 977.301 EQUIPMENT - POLICE DEPARTMENT - provides for the purchase of equipment valued over \$5,000.
- Replacement radios for Police personnel and vehicles - \$96,000
  - Radar Trailer or Traffic Cameras - \$12,000
- 977.336 EQUIPMENT - FIRE DEPARTMENT - provides for the purchase of equipment valued over \$5,000.
- 977.441 EQUIPMENT - DEPARTMENT OF PUBLIC WORKS - provides for the purchase of equipment with a value exceeding \$5,000.
- 977.528 EQUIPMENT - TRANSFER STATION - provides for the purchase of equipment valued over \$5,000.
- 977.540 EQUIPMENT - FIRE DEPARTMENT - CITY ONLY - provides for the purchase of equipment valued over \$5,000.
- 980.172 OFFICE EQUIPMENT & FURNITURE - CITY MANAGER - provides for the purchase of office equipment & furniture with a value exceeding \$5,000.
- 980.215 OFFICE EQUIPMENT & FURNITURE - CITY CLERK - provides for the purchase of office equipment & furniture with a value exceeding \$5,000.
- 980.253 OFFICE EQUIPMENT & FURNITURE - TREASURER/FINANCE DIRECTOR - provides for the purchase of office equipment & furniture with a value exceeding \$5,000.
- 980.257 OFFICE EQUIPMENT & FURNITURE - ASSESSING - provides for the purchase of office equipment & furniture with a value exceeding \$5,000.
- 980.265 OFFICE EQUIPMENT & FURNITURE - CITY HALL - provides for the purchase of office equipment & furniture with a value exceeding \$5,000.
- 980.301 OFFICE EQUIPMENT & FURNITURE - POLICE DEPARTMENT - provides for the purchase of office equipment & furniture with a value exceeding \$5,000.

CAPITAL OUTLAY 402-901 - Cont.

980.336 OFFICE EQUIPMENT & FURNITURE - FIRE DEPARTMENT - provides for the purchase of office equipment & furniture with a value exceeding \$5,000.

980.441 OFFICE EQUIPMENT & FURNITURE - DEPARTMENT OF PUBLIC WORKS - provides for the purchase of office equipment & furniture with a value exceeding \$5,000.

981.301 VEHICLE PURCHASE - POLICE DEPARTMENT - provides for new police department vehicle purchase(s). Vehicles are to be ordered in April, or early May, and delivered before June 30.

- Patrol Vehicle - \$65,000
- Director Vehicle - \$35,000

981.336 VEHICLE PURCHASE - FIRE DEPARTMENT - provides for new fire department vehicle purchase(s). Vehicles are to be ordered in April, or early May, and delivered before June 30.

## SEWER FUND 590

### SUMMARY OF REVENUES & APPROPRIATIONS 2026 - 2027 BUDGET

#### ESTIMATED REVENUES

CHARGES FOR SERVICES	\$ 1,295,600	
GRANT REVENUE	\$ 0	
OTHER REVENUE	\$ 74,000	
<u>TRANSFERS IN &amp; OTHER FINANCING SOURCES</u>	<u>\$ 0</u>	
TOTAL ESTIMATED REVENUES		\$1,369,600

#### APPROPRIATIONS

SEWER MAINS	\$ 225,259	
SEWER TREATMENT	\$ 587,205	
SEWER ADMINISTRATION	\$ 118,136	
DEPRECIATION	\$ 262,000	
CAPITAL OUTLAY	\$ 220,000	
DEBT SERVICE	\$ 86,875	
<u>TRANSFERS OUT &amp; OTHER FINANCING USES</u>	<u>\$ 0</u>	
TOTAL APPROPRIATIONS		\$ 1,499,475

EXCESS (DEFICIENCY) OF REVENUES TO APPROPRIATIONS (\$ 129,875)

#### CASH BUDGET ADJUSTMENT TO CHANGE IN NET ASSETS\*

CAPITAL OUTLAY BECOMES ASSET(S)	\$ 220,000	
<u>DEBT SERVICE PRINCIPAL REDUCES A LIABILITY</u>	<u>\$ 65,000</u>	
NET ADJUSTMENT TO CHANGE IN NET ASSETS		\$ 285,000

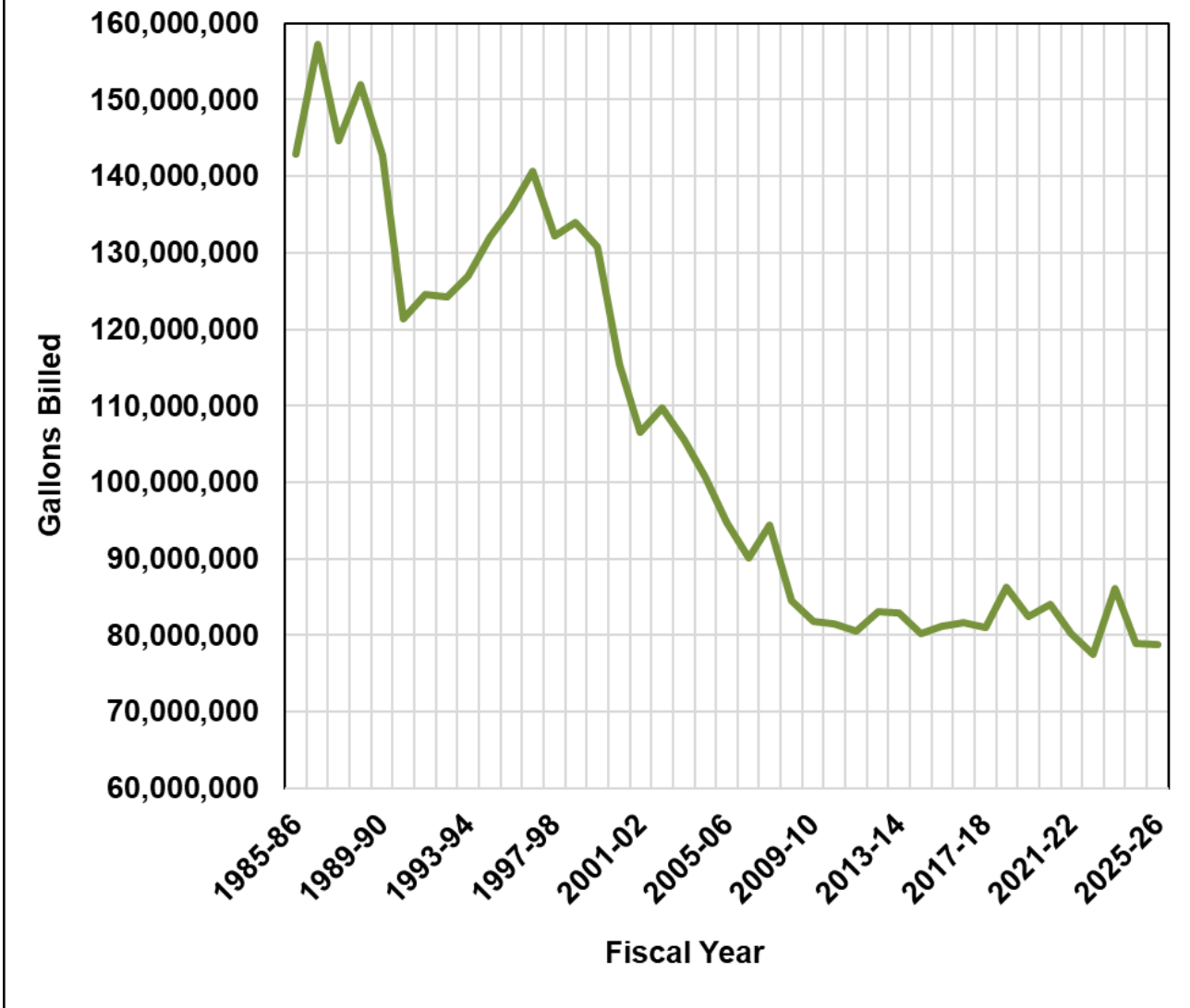
CHANGES IN NET POSITION \$ 155,125

PROJECTED BEGINNING NET POSITION \$6,079,972

PROJECTED ENDING NET POSITION \$6,235,097

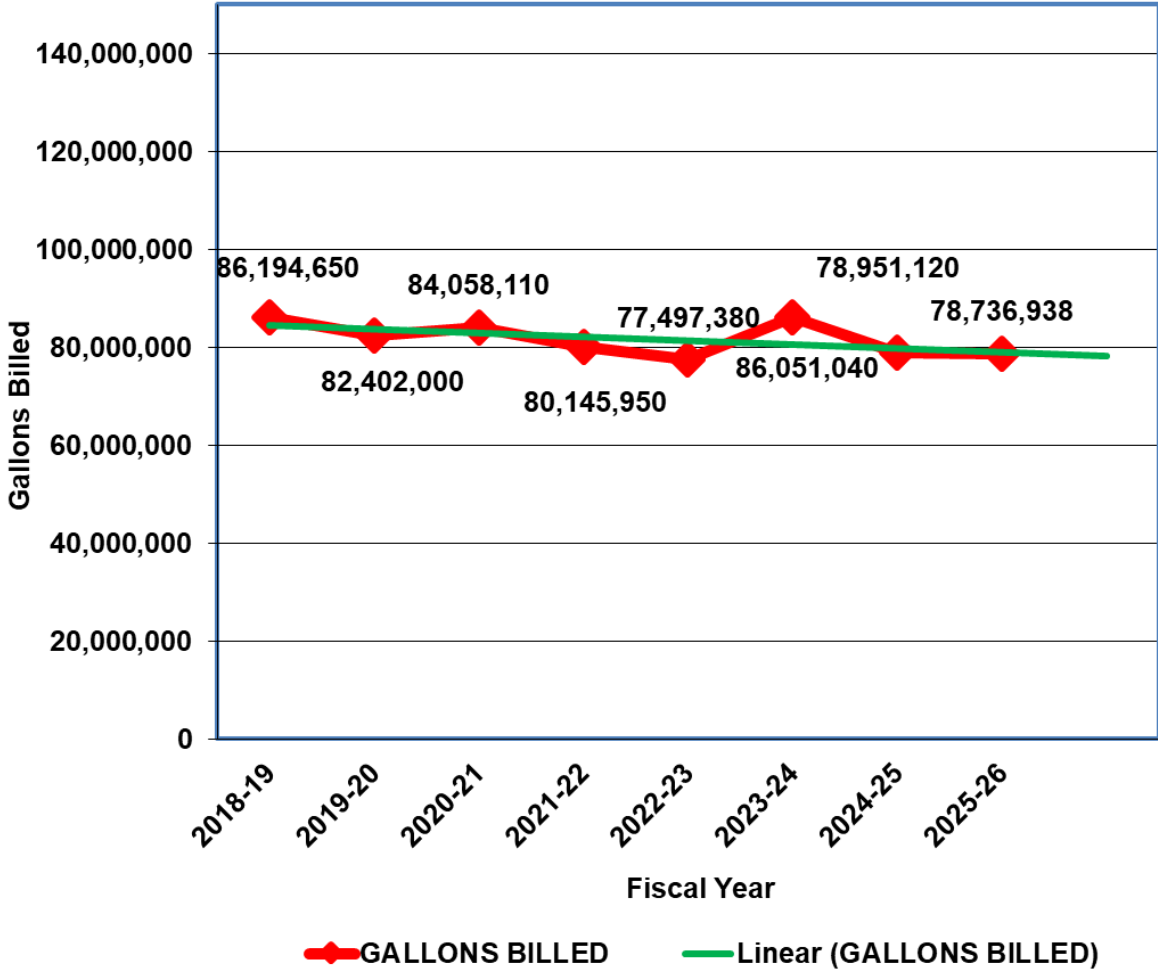
\* [Note: Capital Outlay shown as an appropriation are adjusted out of the excess (deficiency) of revenues over appropriations for the change in net assets because they become assets of the fund upon completion. Capital outlay and debt principal payments are shown as budgeted appropriations for informational and financial tracking purposes only.]

## CITY OF OTSEGO TOTAL SEWER BILLED



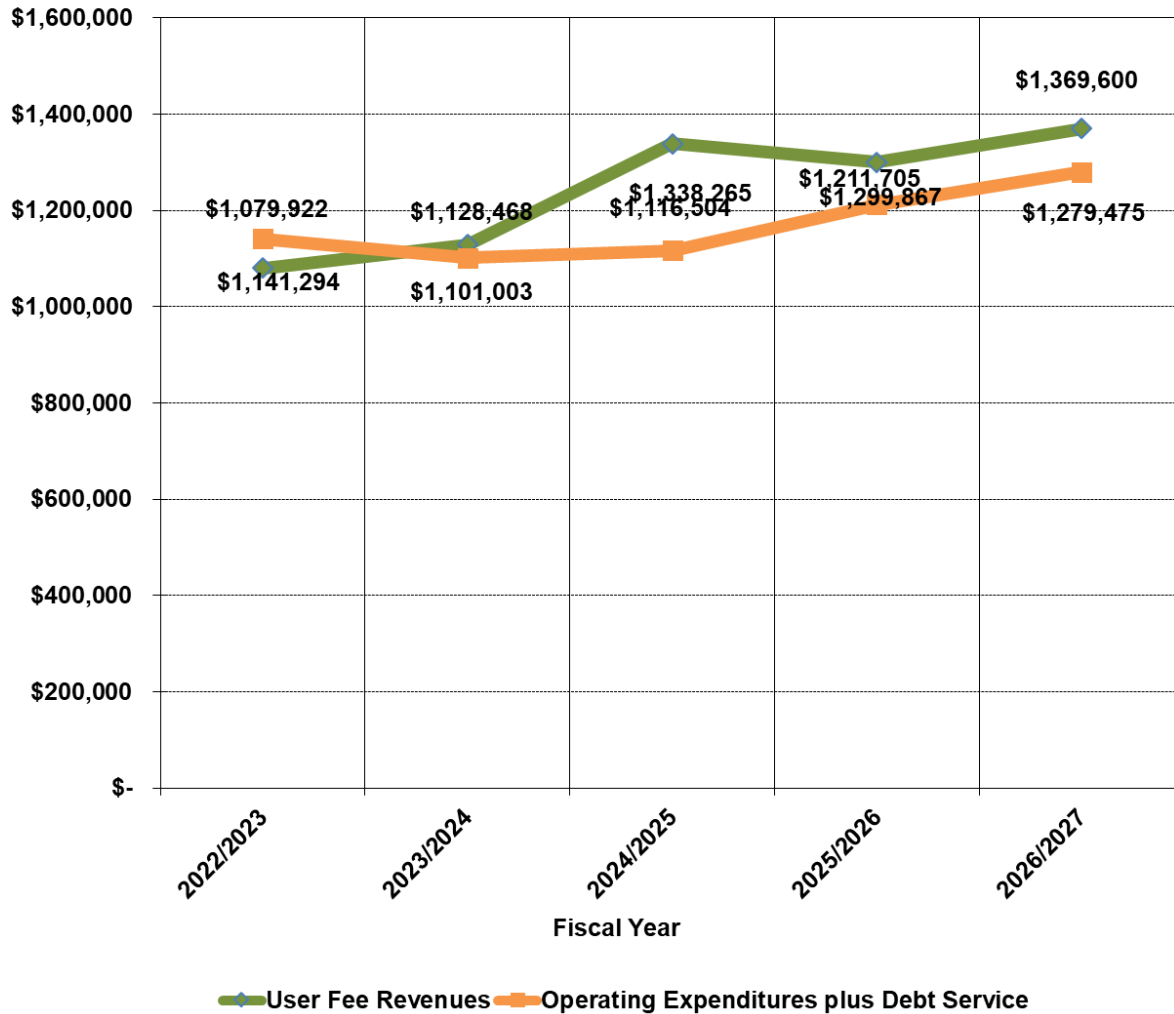
This historical graph illustrates the reduction in system usage since the 1980's. Over this time period, the City has lost some industries that were involved in food production and other industries have found ways to conserve by recirculating manufacturing cooling water and other measures. With the loss in usage, maintenance and operation of the system has required an increase in rates for current users in order to support the system.

# CITY OF OTSEGO SEWER USAGE



The City of Otsego Sewer Usage line graph shows a near stabilized linear trend based upon the past six years of actual usage. 81 million gallons of use is projected for the 2026 - 2027 fiscal year.

## SEWER FUND OPERATING EXPENSE & DEBT SERVICE COMPARED TO CHARGES FOR SERVICES



The Sewer Fund Operating Expense as Compared to Charges for Services Revenue line graph illustrates the continuing efforts to meet operating expenditures with user fees. Both user fees and operating expenditures show three years of actual amounts, a projection for the current year and next year's recommended amounts.

# SEWER RATE CALCULATIONS

## Rate Recommendations

Base RTS Rate:	\$ 58.39	5.00%	Increase
Commodity Rate:	\$ 10.24	5.00%	Increase
Industrial Rate	\$ 10.82	4.74%	Increase

## Budget Revenue Projections

RTS Fees:	\$ 462,680	35.71%
Metered Sales:	\$ 832,920	64.29%
Total:	\$ 1,295,600	100.00%

Revenue Needed:	\$ 1,318,469
Excess/(Shortage):	(\$22,869)

## Domestic Meter Inventory/RTS Fees in Effect

Meter Size (Inches)	Meter Equivalency	Number of Meters/RTS Fees	Total Meter Equivalency	New RTS Charge
5/8" - 3/4"	1.00	1,519	1,519	\$ 58.39
1"	2.50	24	60	\$ 145.98
1 1/2"	5.00	9	45	\$ 291.95
2"	8.00	23	184	\$ 467.12
3"	16.00	3	48	\$ 934.24
4"	25.00	5	125	\$ 1,459.75
6"	50.00	0	0	\$ 2,919.50
8"	80.00	0	0	\$ 4,671.20
Totals		1,583	1,981	

[Note: Meter Equivalency factors are established by the American Water Works Association C700-95 Standards.]

## Projected Total Annual Sewer Billing (gallons):

**81,000,000** - used 5-year average of "fiscal year" consumption history

## Projected Expenditures & Reserve Requirements

Projected Rate of Inflation:	5.00%
Percentage of Expenditures for Future Capital Improvements:	5.00%

Fiscal Year	Sewer Mains	Treatmnt Plant Ind Monitoring	Administration	Depreciation	Total Operational Expenditures	Percent of Total To Reserves	Replacement Reserves	Debt Service	Total Revenue Necessary
2026-2027	\$ 219,825	\$ 577,459	\$ 113,663	\$ 262,000	\$ 1,172,947	5.00%	\$ 58,647	\$ 86,875	\$ 1,318,469
2027-2028	\$ 230,820	\$ 606,330	\$ 119,350	\$ 275,100	\$ 1,231,600	5.00%	\$ 61,580	\$ 85,250	\$ 1,378,430
2028-2029	\$ 242,360	\$ 636,650	\$ 125,320	\$ 288,860	\$ 1,293,190	5.00%	\$ 64,660	\$ 83,625	\$ 1,441,475
Totals	\$ 693,005	\$ 1,820,439	\$ 358,333	\$ 825,960	\$ 3,697,737		\$ 184,887	\$ 255,750	\$ 4,138,374

[NOTE: Capital Improvement Projects are intended to be funded through accumulated depreciation.]

## User Fee Calculations - Based on Meter Size & Amount Used

Quarterly Readiness To Serve Base Fee:	
Current Base Fee:	\$ 55.61

	Op & Rsr Rev Necessary	Percent Funded by RTS	Debt Rev Necessary	Percent Funded by RTS	Total Rev Funded by RTS	Calculated RTS Rate	Increase/(Decrease)	Percent Change
1 Year Rate	\$ 1,231,594	30.00%	\$ 86,875	100.00%	\$ 456,353	\$ 57.60	\$ 1.99	3.58%
3 Year Rate	\$ 3,882,624	30.00%	\$ 255,750	100.00%	\$ 1,420,537	\$ 59.76	\$ 4.15	7.46%

Commodity Rate (per thousand gallons):	
Current Commodity Rate:	\$ 9.75

Current Industrial Commodity Rate:	\$ 10.33
Industrial Monitoring Budget:	\$ 3,500
Projected Industrial Use:	6,000,000

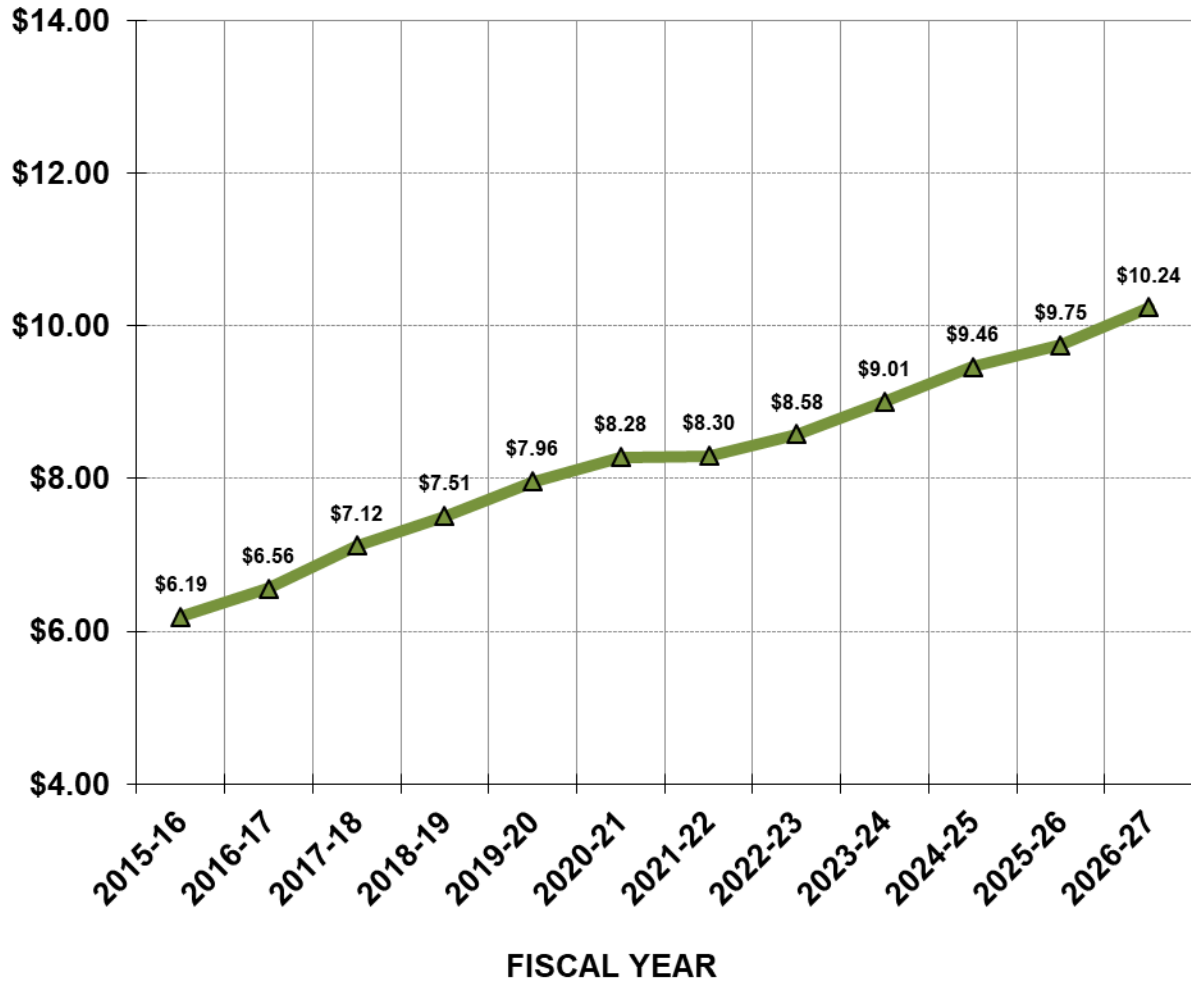
	Revenues Necessary	Percent Funded By Commodity	Rev funded by Commodity	Calculated Commodity Rate	Increase/(Decrease)	Percent Change	Calculated Industrial	Increase/(Decrease)	Percent Change
1 Year Rate	\$ 1,231,594	70.00%	\$ 862,116	\$ 10.65	\$ 0.90	9.23%	\$ 0.58	\$ 0.00	0.00%
3 Year Rate	\$ 3,882,624	70.00%	\$ 2,717,837	\$ 11.19	\$ 1.44	14.77%	\$ 0.61	\$ 0.03	5.17%

Proposed Rate Reconciliation	One Year RTS Rate Rev	One Year Commodity Rate Rev	Total One Year Rate Revenue	Three Year RTS Rate Rev	Three Year Commodity Rate Rev	Total 3 Year Rate Revenue
2026-2027	\$ 456,422	\$ 862,650	\$ 1,319,072	\$ 473,538	\$ 906,390	\$ 1,379,928
2027-2028				\$ 473,538	\$ 906,390	\$ 1,379,928
2028-2029				\$ 473,538	\$ 906,390	\$ 1,379,928
Totals			\$ 1,319,072	\$ 1,420,614	\$ 2,719,170	\$ 4,139,784

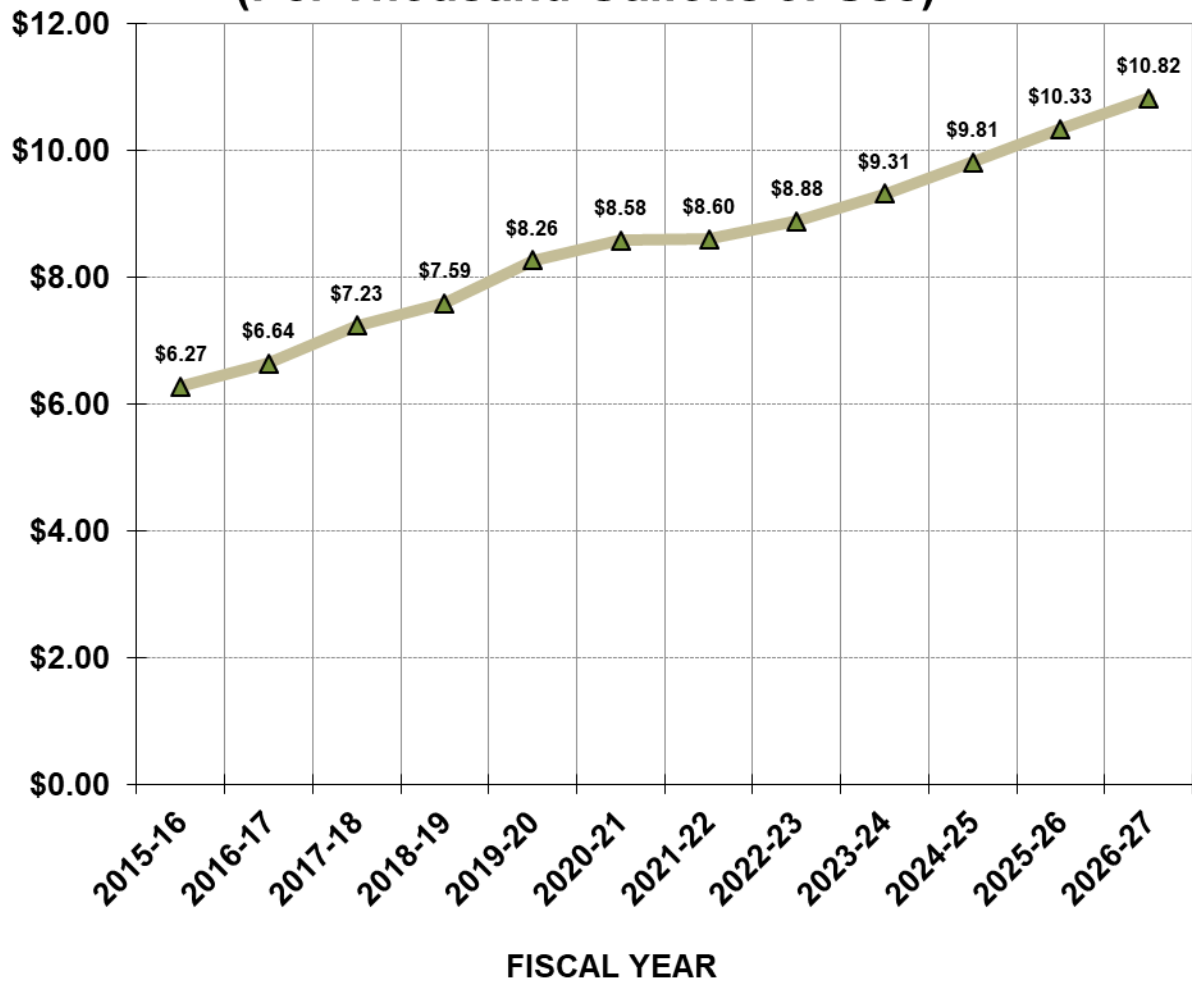
## Billing Examples

Average Accounts	New Base/RTS Charges	New Commodity Charges	New Total Charges	Current Base/RTS Charges	Current Commodity Charges	Current Total Charges	Total Increase (Decrease)	Percent Change
Residential Customer (18,000 gallons/quarter) 3/4" meter - Quarterly Annually	\$ 58.39 \$ 233.56	\$ 184.32 \$ 737.28	\$ 242.71 \$ 970.84	55.61 \$ 222.44	\$ 175.50 \$ 702.00	\$ 231.11 \$ 924.44	\$ 11.60 \$ 46.40	5.02%
Commercial Customer (30,000 gallons/quarter) 1" meter - Quarterly Annually	\$ 145.98 \$ 583.92	\$ 307.20 \$ 1,228.80	\$ 453.18 \$ 1,812.72	139.025 \$ 556.10	\$ 292.50 \$ 1,170.00	\$ 431.53 \$ 1,726.10	\$ 21.66 \$ 86.62	5.02%
Institutional Customer (165,275 gallons/quarter) 3" meter - Quarterly Annually	\$ 934.24 \$ 3,736.96	\$ 1,692.42 \$ 6,769.66	\$ 2,626.66 \$ 10,506.62	889.76 \$ 3,559.04	\$ 1,611.43 \$ 6,445.73	\$ 2,501.19 \$ 10,004.77	\$ 125.46 \$ 501.86	5.02%
Industrial Customer (4,776,750 gallons/quarter) 4" meter - Quarterly Annually	\$ 1,459.75 \$ 5,839.00	\$ 51,684.44 \$ 206,737.74	\$ 53,144.19 \$ 212,576.74	1390.25 \$ 5,561.00	\$ 49,343.83 \$ 197,375.31	\$ 50,734.08 \$ 202,936.31	\$ 2,410.11 \$ 9,640.43	4.75%

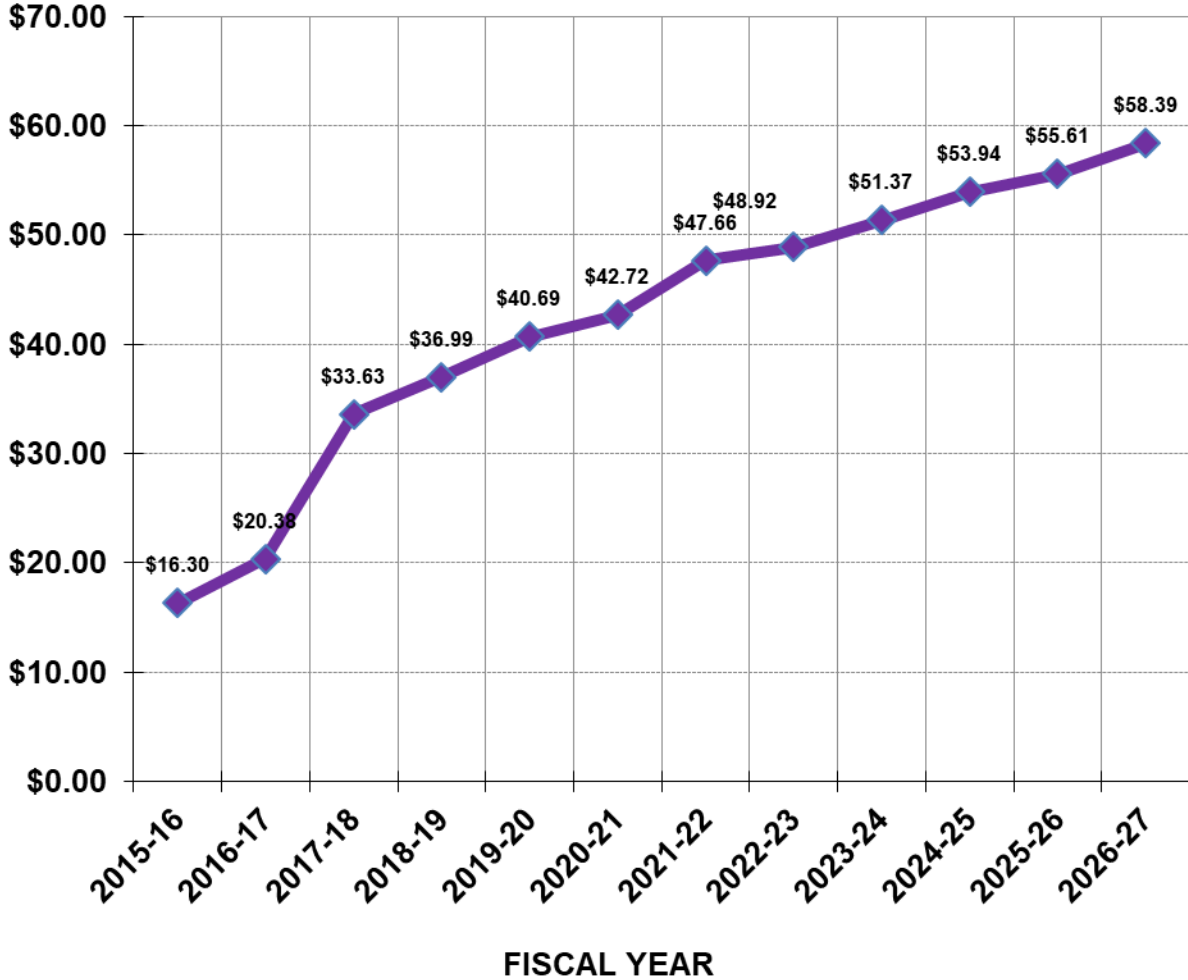
## CITY OF OTSEGO RESIDENTIAL & COMMERCIAL SEWER RATE HISTORY (Per Thousand Gallons of Use)



# CITY OF OTSEGO INDUSTRIAL SEWER RATE HISTORY (Per Thousand Gallons of Use)



# CITY OF OTSEGO SEWER READINESS TO SERVE FEE HISTORY (Quarterly)



BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 590 - SEWER FUND  
ESTIMATED REVENUES  
Dept 000 - REVENUE & BALANCE SHEET ACCTS

GL NUMBER	DESCRIPTION	2024-25	2025-26	2025-26	2026-27	2026-27	2026-27
		ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	APPROVED BUDGET	APPROVED AMT CHANGE	APPROVED % CHANGE
590-000-528.000	FEDERAL GRANTS - OTHER	0	0	0	0	0	0.00
590-000-579.000	STATE CAPITAL GRANTS	0	0	0	0	0	0.00
590-000-583.000	CONTRIBUTIONS FROM COUNTY	0	0	0	0	0	0.00
590-000-626.002	CITY LABOR & MATERIALS	59,746	0	8,775	0	0	0.00
590-000-630.000	METERED SALES	748,301	822,480	766,505	832,920	10,440	1.27
590-000-631.000	READINESS TO SERVE FEES	426,932	440,650	439,890	462,680	22,030	5.00
590-000-632.000	ACCOUNT SET-UP FEES	1,008	1,000	1,000	1,000	0	0.00
590-000-633.000	NEW CONNECTION TAP-IN FEES	0	0	0	0	0	0.00
590-000-658.000	DELINQUENT PAYMENT PENALTIES	23,339	24,000	23,697	22,000	(2,000)	(8.33)
590-000-665.000	INTEREST	77,326	60,000	60,000	51,000	(9,000)	(15.00)
590-000-673.000	GAIN/LOSS ON SALE OF ASSETS	0	0	0	0	0	0.00
590-000-684.000	MISCELLANEOUS REVENUE	1,069	0	0	0	0	0.00
590-000-687.000	REFUNDS/REBATES	544	0	0	0	0	0.00
590-000-689.000	CASH OVER OR SHORT	0	0	0	0	0	0.00
Totals for dept 000 - REVENUE & BALANCE SHEET ACCTS		1,338,265	1,348,130	1,299,867	1,369,600	21,470	1.59

## SEWER FUND 590

### ESTIMATED REVENUES

#### ACTIVITY 000

#### 2026 - 2027 BUDGET

528.000 FEDERAL GRANTS – OTHER – records grant funds received from the federal government for Wastewater Treatment System Improvements.

579.000 STATE CAPITAL GRANT – records grant funds received from the State of Michigan for Wastewater Treatment System Improvements.

583.000 CONTRIBUTIONS FROM COUNTY – records funding from Allegan County for projects.

626.002 CITY LABOR & MATERIALS - charges for City labor outside normal scope of services. Charges are based upon employee wages, fringe benefits, materials and motor equipment used.

630.000 SEWER METERED SALES - projects sewer service revenues to be received based upon water use.

Based upon 81 million gallons at current rates shown below, per 1,000 gallons of water usage:

Residential: \$10.24 Three-month phase in beginning with September 1, 2026 billing

Commercial: \$10.24 Three-month phase in beginning with September 1, 2026 billing

Industrial: \$10.82 Three-month phase in beginning with September 1, 2026 billing

631.000 READINESS TO SERVE FEES - projects the revenue to be received based upon the total Sewer Fund Administration and Debt Service Activities. Individual customers are charged based upon a water meter equivalency factor as determined by the American Water Works Association C700-95 standards. These factors determine the additional flow of larger water meters as compared to standard household meters so that larger customers support the system according to the demands they have the ability to place upon the system. The base fee is established at \$58.39, to be phased in over three months beginning with the September 1, 2026 billing.

632.000 ACCOUNT SET-UP FEE - a \$10.00 fee is charged to customers establishing a new sewer service account.

633.000 NEW CONNECTION TAP-IN FEE - reflects the \$2,500 fee charged to new hook-ups to the City's sanitary sewer main.

658.000 DELINQUENT PENALTIES - reflects revenues from the ten percent delinquent bill penalty charge.

665.000 INTEREST – records interest earned on deposits and investments.

SEWER FUND ESTIMATED REVENUES 590-000 - Cont.

673.000 GAIN/LOSS ON SALE OF ASSETS – records the associated gain or loss involved in selling an asset.

684.000 MISCELLANEOUS REVENUE - records other non-specified revenues.

687.000 REFUNDS/REBATES - records rebates and refunds for expenses paid in a prior fiscal year.

689.000 CASH SHORT/OVER - balances accounts receivable when untraceable errors occur.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 590 - SEWER FUND  
ESTIMATED REVENUES  
Dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
590-931-698.000	BOND OR INSURANCE RECOVERIES	0	0	0	0	0	0.00
590-931-699.401	INFRASTRUCTURE CONTRIB - CAP IMP FD	0	0	0	0	0	0.00
Totals for dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES		0	0	0	0	0	0.00
TOTAL ESTIMATED REVENUES		1,338,265	1,348,130	1,299,867	1,369,600	21,470	1.59

SEWER FUND 590

TRANSFERS IN & OTHER FINANCING SOURCES

ACTIVITY 931

2026 - 2027 BUDGET

698.000 BOND OR INSURANCE RECOVERIES - amounts received from bond or insurance claims.

699.401 INFRASTRUCTURE CONTRIBUTIONS - CAPITAL IMPROVEMENT FUND - records amounts received for the construction of sewer mains in capital projects.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 590 - SEWER FUND  
APPROPRIATIONS  
Dept 537 - SEWER MAINS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
590-537-702.401	SALARY - DPW SUPERINTENDENT	7,692	6,079	8,703	7,334	1,255	20.64
590-537-702.501	SALARY - WWTP SUPERINTENDENT	0	0	0	0	0	0.00
590-537-703.401	FULL-TIME DPW SPECIALIST WAGES	21,678	24,526	24,526	30,823	6,297	25.67
590-537-704.009	PART-TIME CONSTRUCTION INSPECTOR	0	0	0	0	0	0.00
590-537-704.401	PART-TIME & SEASONAL DPW WAGES	2	0	0	0	0	0.00
590-537-710.000	FICA PAYROLL TAX	2,101	2,341	2,341	2,562	221	9.44
590-537-712.000	HEALTH INSURANCE	6,331	7,179	7,179	7,245	66	0.92
590-537-713.000	LIFE INSURANCE	29	39	39	39	0	0.00
590-537-714.000	RETIREMENT PLAN CONTRIBUTIONS	2,257	2,931	2,931	3,140	209	7.13
590-537-715.000	DISABILITY INSURANCE	85	120	120	129	9	7.50
590-537-716.000	WORKERS COMPENSATION INSURANCE	492	500	500	1,171	671	134.20
590-537-725.000	EMPLOYEE ASSISTANCE PROGRAM	13	20	20	20	0	0.00
590-537-740.000	OPERATING SUPPLIES	1,967	10,000	10,000	10,000	0	0.00
590-537-751.000	SUPPLIES - BUILDING MATERIALS	0	750	750	750	0	0.00
590-537-758.000	DIESEL FUEL PURCHASES	11	150	150	150	0	0.00
590-537-759.000	GASOLINE PURCHASES	363	600	600	600	0	0.00
590-537-760.000	MINOR EQUIPMENT PURCHASES	1,479	500	866	3,000	2,500	500.00
590-537-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	117,995	95,000	95,000	120,000	25,000	26.32
590-537-806.000	COMPUTER SERVICES	105	300	300	300	0	0.00
590-537-820.000	SERVICE AGREEMENTS	540	600	600	600	0	0.00
590-537-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
590-537-850.000	TELEPHONE SERVICE	1,221	1,550	1,550	1,550	0	0.00
590-537-852.000	MISC COMM/INTERNET	589	630	630	630	0	0.00
590-537-860.000	TRANSPORTATION, LODGING & MEALS	10	250	250	50	(200)	(80.00)
590-537-924.000	ELECTRIC UTILITY	6,397	6,100	6,100	6,100	0	0.00
590-537-925.000	NATURAL GAS/PROPANE UTILITY	503	600	600	600	0	0.00
590-537-932.000	VEHICLE REPAIRS	0	300	300	300	0	0.00
590-537-934.000	OTHER REPAIRS & NON-INSURED CLAIMS	0	0	0	0	0	0.00
590-537-936.000	LIFT STATION MAINTENANCE	6,422	15,000	15,000	15,000	0	0.00
590-537-940.000	RENTALS - MOTOR POOL EQUIPMENT	9,065	8,500	9,606	10,000	1,500	17.65
590-537-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	2,753	3,166	3,166	3,166	0	0.00
Totals for dept 537 - SEWER MAINS		190,100	187,731	191,827	225,259	37,528	19.99

SEWER FUND 590  
SEWER MAINS  
ACTIVITY 537  
2026 - 2027 BUDGET

702.401 SALARY - DPW SUPERINTENDENT- provides seven percent (145.6 hours) of the DPW superintendent's salary.

702.501 SALARY – WWTP SUPERINTENDENT – The position was eliminated in Fiscal 2024-2025.

703.401 FULL-TIME DPW SPECIALIST WAGES- provides for 707 hours of DPW service.

704.009 PART-TIME CONSTRUCTION INSPECTOR – 0 hours of part-time inspector labor are provided for this activity.

704.401 PART-TIME & SEASONAL DPW WAGES- 0 hours of seasonal labor are provided for this activity. These employees do not receive benefits.

710.000 FICA PAYROLL TAX – reflects the City's share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.

712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.

713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.

714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.

715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.

716.000 WORKERS COMPENSATION INSURANCE – reflects the City's payment of workers' compensation insurance which provides benefits to employees injured on the job.

- 725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.
- 740.000 OPERATING SUPPLIES - includes chemicals for cleaning sewers and any other miscellaneous materials needed for maintenance.
- 751.000 SUPPLIES - BUILDING MATERIALS - includes blocks, bricks, cement and any other construction materials used to repair sanitary sewers.
- 758.000 DIESEL FUEL PURCHASES – provides diesel fuel for the wastewater/water vehicles and equipment.
- 759.000 GASOLINE PURCHASES – provides 14 percent of gasoline for the wastewater/water vehicles and equipment.
- 760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.
- 801.000 PROFESSIONAL & CONTRACTUAL SERVICES - provides for maintenance to any sewer lateral between the tree lawn and the main trunk line. Also provides annual cleaning of 20 percent of the sewer system by an outside contractor with a large vacator/sewer jet truck.
- 806.000 COMPUTER SERVICES – provides information technology services to the activity. Specific services include \$300 annual costs for Silversmith services.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.
- 850.000 TELEPHONE SERVICE - provides telephone service for automated alarm systems at the lift stations.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRANSPORTATION, LODGING & MEALS - provides travel reimbursement necessary to carry out the functions of this department.
- 924.000 ELECTRIC UTILITY - LIFT STATIONS - records electric utility expense.
- 925.000 NATURAL GAS/PROPANE UTILITY – provides natural gas for standby generators.

932.000 VEHICLE REPAIRS-provides 20 percent of the regular maintenance and service work to the water/wastewater treatment vehicles.

934.000 OTHER REPAIRS & NON-INSURED CLAIMS - records amounts paid for cleaning and/or repairs to customers experiencing sewer backups that are of a questionable nature and not attributable to the customer's use or connection to the utility.

936.000 LIFT STATION MAINTENANCE - provides for repairs to the lift stations.

940.000 RENTALS - MOTOR POOL EQUIPMENT - state established rental rates are charged here for equipment used to maintain and repair sewer mains.

960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 590 - SEWER FUND  
APPROPRIATIONS  
Dept 538 - WASTEWATER TREATMENT PLANT

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
590-538-702.401	SALARY - DPW SUPERINTENDENT	0	5,211	5,211	6,287	1,076	20.65
590-538-702.501	SALARY - WWTP SUPERINTENDENT	0	0	0	0	0	0.00
590-538-703.401	FULL-TIME DPW SPECIALIST WAGES	148,095	152,313	152,313	165,228	12,915	8.48
590-538-704.004	PART-TIME CUSTODIAN WAGES	0	0	0	0	0	0.00
590-538-704.401	PART-TIME & SEASONAL DPW WAGES	25	0	0	0	0	0.00
590-538-710.000	FICA PAYROLL TAX	10,912	12,051	12,051	12,565	514	4.27
590-538-712.000	HEALTH INSURANCE	27,447	49,101	49,101	49,550	449	0.91
590-538-713.000	LIFE INSURANCE	123	183	183	183	0	0.00
590-538-714.000	RETIREMENT PLAN CONTRIBUTIONS	13,032	14,233	14,233	15,030	797	5.60
590-538-715.000	DISABILITY INSURANCE	374	583	583	615	32	5.49
590-538-716.000	WORKERS COMPENSATION INSURANCE	1,390	1,646	1,646	1,797	151	9.17
590-538-724.000	CELL PHONE ALLOWANCE	750	360	360	360	0	0.00
590-538-725.000	EMPLOYEE ASSISTANCE PROGRAM	64	75	75	75	0	0.00
590-538-727.000	OFFICE SUPPLIES	754	500	500	500	0	0.00
590-538-740.000	OPERATING SUPPLIES	5,340	4,500	9,000	6,000	1,500	33.33
590-538-740.003	LABORATORY SUPPLIES	4,540	5,000	5,000	5,000	0	0.00
590-538-750.000	SUPPLIES - LANDSCAPING	31	1,000	1,000	1,000	0	0.00
590-538-753.000	PROCESS CHEMICALS	71,880	75,000	75,000	75,000	0	0.00
590-538-758.000	DIESEL FUEL PURCHASES	44	400	400	400	0	0.00
590-538-759.000	GASOLINE PURCHASES	1,454	2,500	2,500	2,500	0	0.00
590-538-760.000	MINOR EQUIPMENT PURCHASES	1,693	5,000	5,000	5,000	0	0.00
590-538-767.000	CLOTHING & UNIFORM PURCHASES	813	1,500	1,500	1,500	0	0.00
590-538-767.002	UNIFORM CLEANING & REPAIR	3,531	2,400	4,000	2,400	0	0.00
590-538-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	8,236	35,000	35,000	35,000	0	0.00
590-538-801.010	SLUDGE REMOVAL & HAULING	21,248	22,000	22,300	22,000	0	0.00
590-538-806.000	COMPUTER SERVICES	0	1,200	1,200	1,200	0	0.00
590-538-809.000	COMMERCIAL LAB ANALYSIS	8,559	5,000	5,000	5,000	0	0.00
590-538-809.001	COMMERCIAL LAB ANALYSIS - IND WASTE	2,141	3,500	5,000	5,000	1,500	42.86
590-538-810.000	LEGAL SERVICES	0	0	0	0	0	0.00
590-538-811.000	MEDICAL EXAMS & SERVICES	175	250	250	250	0	0.00
590-538-820.000	SERVICE AGREEMENTS	1,415	3,150	3,150	3,150	0	0.00
590-538-821.000	LAWN MAINTENANCE SERVICES	2,196	5,200	5,200	5,200	0	0.00
590-538-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
590-538-850.000	TELEPHONE SERVICE	1,710	2,050	2,050	2,050	0	0.00
590-538-851.000	POSTAGE	0	400	400	400	0	0.00
590-538-852.000	MISC COMM/INTERNET	1,460	1,500	1,500	1,500	0	0.00
590-538-860.000	TRANSPORTATION, LODGING & MEALS	752	400	400	400	0	0.00
590-538-921.000	SEWER UTILITY	5,410	4,800	4,800	5,040	240	5.00
590-538-922.000	WATER UTILITY	5,261	6,000	6,000	10,740	4,740	79.00
590-538-923.000	WASTE AND RUBBISH REMOVAL	1,120	1,200	1,200	1,200	0	0.00
590-538-924.000	ELECTRIC UTILITY	32,652	35,000	35,000	35,000	0	0.00
590-538-925.000	NATURAL GAS/PROPANE UTILITY	14,880	14,000	14,000	15,000	1,000	7.14
590-538-930.000	LAND & BUILDING REPAIRS	12,148	8,000	8,000	8,000	0	0.00
590-538-931.000	EQUIPMENT REPAIRS	57,547	50,000	50,000	50,000	0	0.00
590-538-932.000	VEHICLE REPAIRS	0	800	800	800	0	0.00
590-538-940.000	RENTALS - MOTOR POOL EQUIPMENT	657	5,000	5,000	5,000	0	0.00
590-538-955.000	MEMBERSHIPS / DUES	590	3,000	3,000	3,000	0	0.00
590-538-956.000	CONFERENCES & TRAINING PROGRAMS	1,760	1,000	1,000	1,500	500	50.00
590-538-958.000	SUBSCRIPTIONS & PUBLICATIONS	0	200	200	200	0	0.00
590-538-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	17,030	19,585	19,585	19,585	0	0.00
Totals for dept 538 - WASTEWATER TREATMENT PLANT		489,239	561,791	569,691	587,205	25,414	4.52

## SEWER FUND 590

### WASTEWATER TREATMENT PLANT

#### ACTIVITY 538

#### 2026 - 2027 BUDGET

702.401 SALARY - DPW SUPERINTENDENT- provides for six percent (124.8 hours) of the DPW superintendent's salary.

702.501 SALARY – WWTP SUPERINTENDENT – The position was eliminated in Fiscal 2024-2025.

703.401 FULL-TIME DPW SPECIALIST WAGES– 4,057 hours of DPW service are provided for this activity.

704.004 PART-TIME CUSTODIAN WAGES- provides custodial service, as needed.

704.401 PART-TIME & SEASONAL DPW WAGES- 0 hours of seasonal labor are provided for this activity. These employees do not receive benefits.

710.000 FICA PAYROLL TAX – reflects the City's share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.

712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.

713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.

714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.

715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.

716.000 WORKERS COMPENSATION INSURANCE – reflects the City's payment of workers' compensation insurance which provides benefits to employees injured on the job.

724.000 CELL PHONE ALLOWANCE – the City provides WWTP employees \$15 monthly towards their cell phones so as to communicate with them in the field as their vehicles are not equipped with radios.

- 725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.
- 727.000 OFFICE SUPPLIES - provides general office supplies.
- 740.000 OPERATING SUPPLIES - provides general operating and cleaning materials.
- 740.003 LABORATORY SUPPLIES - covers laboratory chemicals, glassware, instrument calibration/repair/replacement, etc.
- 750.000 SUPPLIES - LANDSCAPING- provides for flowers, shrubberies, grass seed, and other materials for grounds maintenance.
- 753.000 PROCESS CHEMICALS - provides chemicals necessary for the wastewater treatment process.
- 758.000 DIESEL FUEL PURCHASES – provides diesel fuel for the wastewater/water vehicles and equipment.
- 759.000 GASOLINE PURCHASES – provides 56 percent of gasoline for the wastewater/water vehicles and equipment.
- 760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.
- 767.000 CLOTHING & UNIFORM PURCHASES- provides employee jeans annually, one pair of work-shoes and safety glasses yearly.
- 767.002 UNIFORM CLEANING & REPAIR- provides for repair and cleaning of staff uniforms.
- 801.000 PROFESSIONAL & CONTRACTUAL SERVICES - provides for outside services to repair the building or plant equipment.
- 801.010 SLUDGE REMOVAL/HAULING - provides for the annual removal of treated waste from the storage facility.
- 806.000 COMPUTER SERVICES – provides computer hardware and technical services.
- 809.000 COMMERCIAL LAB ANALYSIS - provides for laboratory testing of samples to conform to federal and state guidelines. These mandatory tests cannot be performed by the city at this time.

- 809.001 COMMERCIAL LAB ANALYSIS - INDUSTRIAL WASTE - needed for the purchase of equipment to monitor or sample industries as a part of the industrial pretreatment program. Also, commercial lab tests needed as a part of this program.
- 810.000 LEGAL SERVICES- provides legal services for this activity.
- 811.000 MEDICAL EXAMS & SERVICES - MEDICAL EXAMS & SERVICES – provides funds for medical treatment of staff and employment related exams.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements, such as service of electronic instrumentation and de-ionized water system.
- 821.000 LAWN MAINTENANCE SERVICES – provides lawn maintenance and weed control service to the plant.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.
- 850.000 TELEPHONE SERVICE – records telephone utility expense.
- 851.000 POSTAGE- records postage machine rental, postage and/or shipping expenditures.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRAVEL, LODGING AND MEALS - provides attendance to the Michigan Water Environments Association's annual convention and other travel deemed necessary.
- 921.000 SEWER UTILITY – records municipal sewer utility expense.
- 922.000 WATER UTILITY – records municipal water utility expense.
- 923.000 WASTE & RUBBISH REMOVAL – records garbage service expense.
- 924.000 ELECTRIC UTILITY - records electric utility expense.
- 925.000 NATURAL GAS - records natural gas utility expense.
- 930.000 LAND & BUILDING REPAIRS- provides for the general upkeep of the various structures and ground maintenance at the Wastewater Treatment Plant.

WASTEWATER TREATMENT PLANT 590-538 - Cont.

931.000 EQUIPMENT REPAIRS - includes general and preventive maintenance to equipment.

932.000 VEHICLE REPAIRS-provides 50 percent of maintenance to the water/wastewater treatment vehicles.

940.000 RENTALS - MOTOR POOL EQUIPMENT - state established rental rates are charged here for equipment used to maintain sewer mains.

955.000 MEMBERSHIPS / DUES - provides membership to professional associations related to this activity.

956.000 CONFERENCES & TRAINING PROGRAMS- records expenditures necessary to attend conferences, seminars and training sessions directly related to the department's activities.

958.000 SUBSCRIPTIONS- provides publications determined to be beneficial to the department.

960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 590 - SEWER FUND  
APPROPRIATIONS  
Dept 539 - SEWER FUND ADMINISTRATION

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
590-539-702.001	SALARY - CITY MANAGER	12,151	12,474	12,090	14,179	1,705	13.67
590-539-702.002	SALARY - CITY CLERK	8,872	8,561	7,956	9,444	883	10.31
590-539-702.003	SALARY - FINANCE DIRECTOR	5,081	5,052	4,949	5,188	136	2.69
590-539-702.401	SALARY - DPW SUPERINTENDENT	855	1,737	967	2,096	359	20.67
590-539-703.001	FULL-TIME CLERICAL WAGES	2,949	25,339	9,767	26,243	904	3.57
590-539-703.401	FULL-TIME DPW SPECIALIST WAGES	523	3,037	16,500	6,090	3,053	100.53
590-539-704.001	PART-TIME CLERICAL WAGES	16,506	0	0	0	0	0.00
590-539-704.401	PART-TIME & SEASONAL DPW WAGES	0	0	0	0	0	0.00
590-539-710.000	FICA PAYROLL TAX	3,246	4,299	4,299	4,624	325	7.56
590-539-712.000	HEALTH INSURANCE	17,178	18,989	18,989	18,610	(379)	(2.00)
590-539-713.000	LIFE INSURANCE	39	82	82	82	0	0.00
590-539-714.000	RETIREMENT PLAN CONTRIBUTIONS	2,919	5,513	5,513	5,703	190	3.45
590-539-715.000	DISABILITY INSURANCE	103	226	226	234	8	3.54
590-539-716.000	WORKERS COMPENSATION INSURANCE	150	278	278	294	16	5.76
590-539-725.000	EMPLOYEE ASSISTANCE PROGRAM	19	0	28	28	28	0.00
590-539-727.000	OFFICE SUPPLIES	462	1,000	1,000	1,000	0	0.00
590-539-760.000	MINOR EQUIPMENT PURCHASES	0	1,000	1,000	1,000	0	0.00
590-539-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0	0	2,038	3,000	3,000	0.00
590-539-803.000	AUDITING SERVICES	2,205	2,305	2,305	2,305	0	0.00
590-539-804.000	BANKING CHARGES	1,212	2,000	2,000	2,000	0	0.00
590-539-806.000	COMPUTER SERVICES	4,536	5,000	5,000	5,000	0	0.00
590-539-810.000	LEGAL SERVICES	0	500	500	500	0	0.00
590-539-811.000	MEDICAL EXAMS & SERVICES	50	0	0	0	0	0.00
590-539-812.000	WEB SITE SERVICES	0	0	0	0	0	0.00
590-539-820.000	SERVICE AGREEMENTS	50	0	366	0	0	0.00
590-539-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
590-539-850.000	TELEPHONE SERVICE	224	210	303	210	0	0.00
590-539-851.000	POSTAGE	2,256	2,400	2,400	2,400	0	0.00
590-539-852.000	MISC COMM/INTERNET	158	150	150	150	0	0.00
590-539-860.000	TRANSPORTATION, LODGING & MEALS	0	50	50	50	0	0.00
590-539-880.000	COMMUNITY PROMOTION	0	0	0	0	0	0.00
590-539-900.000	PRINTING & PUBLISHING	28	200	200	200	0	0.00
590-539-902.000	COPY CHARGES	150	260	260	260	0	0.00
590-539-931.000	EQUIPMENT REPAIRS	450	500	500	500	0	0.00
590-539-940.000	RENTALS - MOTOR POOL EQUIPMENT	267	800	800	800	0	0.00
590-539-955.000	MEMBERSHIPS / DUES	343	440	440	440	0	0.00
590-539-956.000	CONFERENCES & TRAINING PROGRAMS	0	900	900	900	0	0.00
590-539-956.001	TUITION REIMBURSEMENT	0	0	0	0	0	0.00
590-539-959.001	LICENSES & PERMITS	1,950	3,700	3,700	3,700	0	0.00
590-539-959.002	STATE & FEDERAL FINES/PENALTIES	0	0	0	0	0	0.00
590-539-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	788	906	906	906	0	0.00
Totals for dept 539 - SEWER FUND ADMINISTRATION		85,720	107,908	106,462	118,136	10,228	9.48

## SEWER FUND 590

### SEWER FUND ADMINISTRATION

#### ACTIVITY 539

#### 2026 - 2027 BUDGET

702.001 SALARY - CITY MANAGER – provides ten percent of the city manager’s salary.

702.002 SALARY – CITY CLERK – provides ten percent of the city clerk’s salary.

702.003 SALARY – FINANCE DIRECTOR – provides five percent of the finance director’s salary.

702.401 SALARY - DPW SUPERINTENDENT- provides two percent (41.6 hours) of the DPW superintendent’s salary.

703.001 FULL-TIME CLERICAL WAGES – provides five percent of the accounts payable/payroll specialist’s wages and 44 percent of the utility billing specialist’s wages.

703.401 FULL-TIME DPW SPECIALIST WAGES– 69 hours of DPW service are provided here which represent half of the time spent reading meters.

704.001 PART-TIME CLERICAL WAGES – provides 0 percent of the utility billing specialist's wages, which converted to a full-time position in Fiscal 2024-2025.

704.401 PART-TIME & SEASONAL DPW WAGES- provides 0 hours of part-time labor for meter reading. These employees do not receive benefits.

710.000 FICA PAYROLL TAX – reflects the City’s share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.

712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.

713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.

714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.

- 715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.
- 716.000 WORKERS COMPENSATION INSURANCE – reflects the City’s payment of workers’ compensation insurance which provides benefits to employees injured on the job.
- 725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.
- 727.000 OFFICE SUPPLIES - provides general office supplies, plus one-half the cost of billing cards and related supplies.
- 760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.
- 801.000 PROFESSIONAL & CONTRACTUAL SERVICES - provides funding for special projects. Also included is a portion of the engineering contract for a graphical information system (GIS).
- 803.000 AUDITING SERVICES - provides 12.5 percent of the annual audit fee by an independent certified public accounting firm.
- 804.000 BANKING CHARGES - reflects monthly checking account service charges, checks and deposit slip printing expense.
- 806.000 COMPUTER SERVICES – provides for maintenance and programming services to PCs and the department’s respective share of file servers and e-mail systems on a pro-rated basis.
- 810.000 LEGAL SERVICES– provides legal services provided to this fund.
- 811.000 MEDICAL EXAMS & SERVICES – provides funds for medical treatment of staff and employment related exams.
- 812.000 WEB SITE SERVICES - provides funds to maintain and update information related to this activity on the City’s Internet web site.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.

- 850.000 TELEPHONE SERVICE - provides for telephone service for Sewer Fund Administration.
- 851.000 POSTAGE- records postage machine rental, postage and/or shipping expenditures.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures to attend conferences and seminars, as well as other travel necessary to carry out the functions of this department.
- 880.000 COMMUNITY PROMOTION - provides for public educational programs and brochures.
- 900.000 PRINTING & PUBLISHING - provides for publication of notices as needed.
- 902.000 COPY CHARGES - covers charges for the department's paper copier.
- 931.000 EQUIPMENT REPAIRS - provides one-half of necessary maintenance to the Utility Billing Specialist's typewriter, computer terminal, adding machine, etc.
- 940.000 RENTALS - MOTOR POOL EQUIPMENT - state established rental rates are charged here for equipment used for meter reading.
- 955.000 MEMBERSHIPS / DUES - provides 14 percent of the annual membership to the Michigan Municipal League and the National League of Cities.
- 956.000 CONFERENCES & TRAINING PROGRAMS- records expenditures necessary to attend conferences, seminars and training sessions directly related to the department's activities.
- 956.001 TUITION REIMBURSEMENT - provision for training classes, seminars, and higher education in accordance with the City of Otsego Employee Education Plan.
- 959.001 LICENSES AND PERMITS - records fees for State and Federal Permits.
- 929.002 STATE & FEDERAL FINES & PENALTIES – records fines or penalties assessed for violations of federal or state regulations. While the City makes every possible effort to be in compliance, occasionally situations arise where there is a violation and a penalty to be paid.
- 960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 590 - SEWER FUND  
APPROPRIATIONS  
Dept 540 - SEWER FUND DEPRECIATION

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
590-540-968.537	DEPRECIATION - SEWER MAINS	113,833	111,550	111,550	112,000	450	0.40
590-540-968.538	DEPRECIATION - WWTP	153,112	148,800	148,800	150,000	1,200	0.81
590-540-968.539	DEPRECIATION - SEWER ADMIN EQUIP	0	0	0	0	0	0.00
Totals for dept 540 - SEWER FUND DEPRECIATION		266,945	260,350	260,350	262,000	1,650	0.63

## SEWER FUND 590

### SEWER FUND DEPRECIATION

#### ACTIVITY 540

#### 2026 - 2027 BUDGET

968.537 DEPRECIATION – SEWER MAINS - a non-cash expense account that helps set aside funds for future replacement of existing sewer mains and/or lift station equipment.

968.538 DEPRECIATION – SEWER WWTP - a non-cash expense account that helps set aside funds for future replacement of existing wastewater treatment plant equipment.

968.539 DEPRECIATION – SEWER ADMINISTRATIVE EQUIPMENT - a non-cash expense account that helps set aside funds for future replacement of existing administrative related equipment and/or software equipment.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 590 - SEWER FUND  
APPROPRIATIONS  
Dept 901 - CAPITAL OUTLAY

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
590-901-973.000	SEWER SYSTEM	0	24,000	202,434	0	(24,000)	(100.00)
590-901-975.000	BUILDINGS & ADDITIONS	0	15,000	0	30,000	15,000	100.00
590-901-977.000	EQUIPMENT PURCHASE	0	189,000	189,000	190,000	1,000	0.53
590-901-980.000	OFFICE EQUIP & FURNITURE	0	0	0	0	0	0.00
Totals for dept 901 - CAPITAL OUTLAY		0	228,000	391,434	220,000	(8,000)	(3.51)

SEWER FUND 590  
CAPITAL OUTLAY  
ACTIVITY 901  
2026 - 2027 BUDGET

973.000 CAPITAL OUTLAY - SEWER SYSTEM - records capital improvement projects to the wastewater collection system and lift stations.

- No specific requests

975.000 BUILDINGS AND ADDITIONS - records capital improvement projects to the wastewater treatment plant buildings.

- Treatment Plant Building Rehab NE Roof Repair - \$30,000

977.000 EQUIPMENT PURCHASE - records capital purchases in excess of \$5,000 of equipment necessary to operate the wastewater plant.

- Secondary Recirculating Pump - \$25,000
- Effluent Sampler at Treatment Plant - \$60,000
- Chlorine Contact Sludge Valves - \$100,000
- Lights for Grit Pump - \$5,000

980.000 OFFICE EQUIPMENT & FURNITURE - records capital purchases in excess of \$5,000 of office equipment and furniture necessary to operate and administer the wastewater treatment system.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 590 - SEWER FUND  
APPROPRIATIONS  
Dept 906 - DEBT SERVICE

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
590-906-805.000	BOND REGISTRAR FEE	0	0	0	0	0	0.00
590-906-991.000	BOND PRINCIPAL	0	60,000	60,000	65,000	5,000	8.33
590-906-993.000	BOND INTEREST	24,500	23,375	23,375	21,875	(1,500)	(6.42)
Totals for dept 906 - DEBT SERVICE		24,500	83,375	83,375	86,875	3,500	4.20
TOTAL APPROPRIATIONS		1,056,504	1,429,155	1,603,139	1,499,475	70,320	4.92
NET OF REVENUES/APPROPRIATIONS - FUND 590		281,761	(81,025)	(303,272)	(129,875)	(48,850)	60.29
BEGINNING FUND BALANCE		6,133,541	6,383,244	6,383,244	6,079,972	(303,272)	(4.75)
FUND BALANCE ADJUSTMENTS		(32,054)	0	0	0	(48,850)	60.29
ENDING FUND BALANCE		6,383,248	6,302,219	6,079,972	5,950,097	(352,122)	(5.59)

SEWER FUND 590  
DEBT SERVICE  
ACTIVITY 906  
2026 - 2027 BUDGET

- 805.000 BOND REGISTRAR FEE - records payment to a registrar/transfer agent for services rendered in the record-keeping, redemption, etc. of the bonds.
- 991.000 BOND PRINCIPAL – reflects sewer system revenue bond principal maturing this fiscal year.
- 993.000 BOND INTEREST – reflects the 2.5 percent interest due on outstanding revenue bonds this fiscal year.

BOND PAYMENT SCHEDULE

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>PERIOD TOTAL</u>	<u>FISCAL TOTAL</u>
OCT 2018	\$ 0.00	\$ 6,627.36	\$ 6,627.36	
APR 2019	\$ 50,000.00	\$ 15,798.36	\$ 65,798.36	\$ 72,425.72
OCT 2019	\$ 0.00	\$ 15,937.49	\$ 15,937.49	
APR 2020	\$ 55,000.00	\$ 15,937.49	\$ 70,937.49	\$ 86,874.98
OCT 2020	\$ 0.00	\$ 15,249.99	\$ 15,249.99	
APR 2021	\$ 55,000.00	\$ 15,249.99	\$ 70,249.99	\$ 85,499.98
OCT 2021	\$ 0.00	\$ 14,562.49	\$ 14,562.49	
APR 2022	\$ 55,000.00	\$ 14,562.49	\$ 69,562.49	\$ 84,124.98
OCT 2022	\$ 0.00	\$ 13,874.99	\$ 13,874.99	
APR 2023	\$ 55,000.00	\$ 13,874.99	\$ 68,874.99	\$ 82,749.98
OCT 2023	\$ 0.00	\$ 13,187.49	\$ 13,187.49	
APR 2024	\$ 60,000.00	\$ 13,187.49	\$ 73,187.49	\$ 86,374.98
OCT 2024	\$ 0.00	\$ 12,437.49	\$ 12,437.49	
APR 2025	\$ 60,000.00	\$ 12,437.49	\$ 72,437.49	\$ 84,874.98
OCT 2025	\$ 0.00	\$ 11,687.49	\$ 11,687.49	
APR 2026	\$ 60,000.00	\$ 11,687.49	\$ 71,687.49	\$ 83,374.98
<b>OCT 2026</b>	<b>\$ 0.00</b>	<b>\$ 10,937.49</b>	<b>\$ 10,937.49</b>	
<b>APR 2027</b>	<b>\$ 65,000.00</b>	<b>\$ 10,937.49</b>	<b>\$ 75,937.49</b>	<b>\$ 86,874.98</b>

## BOND PAYMENT SCHEDULE (Continued)

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>PERIOD TOTAL</u>	<u>FISCAL TOTAL</u>
OCT 2027	\$ 0.00	\$ 10,124.99	\$ 10,124.99	
APR 2028	\$ 65,000.00	\$ 10,124.99	\$ 75,124.99	\$ 85,249.98
OCT 2028	\$ 0.00	\$ 9,312.49	\$ 9,312.49	
APR 2029	\$ 65,000.00	\$ 9,312.49	\$ 74,312.49	\$ 83,624.98
OCT 2029	\$ 0.00	\$ 8,499.99	\$ 8,499.99	
APR 2030	\$ 70,000.00	\$ 8,499.99	\$ 78,499.99	\$ 86,999.98
OCT 2030	\$ 0.00	\$ 7,624.99	\$ 7,624.99	
APR 2031	\$ 70,000.00	\$ 7,624.99	\$ 77,624.99	\$ 85,249.98
OCT 2031	\$ 0.00	\$ 6,749.99	\$ 6,749.99	
APR 2032	\$ 70,000.00	\$ 6,749.99	\$ 76,749.99	\$ 83,499.98
OCT 2032	\$ 0.00	\$ 5,874.99	\$ 5,874.99	
APR 2033	\$ 75,000.00	\$ 5,874.99	\$ 80,874.99	\$ 86,749.98
OCT 2033	\$ 0.00	\$ 4,937.49	\$ 4,937.49	
APR 2034	\$ 75,000.00	\$ 4,937.49	\$ 79,937.49	\$ 84,874.98
OCT 2034	\$ 0.00	\$ 3,999.99	\$ 3,999.99	
APR 2035	\$ 75,000.00	\$ 3,999.99	\$ 78,999.99	\$ 82,999.99
OCT 2035	\$ 0.00	\$ 3,062.49	\$ 3,062.49	
APR 2036	\$ 80,000.00	\$ 3,062.49	\$ 83,062.49	\$ 86,124.98
OCT 2036	\$ 0.00	\$ 2,062.49	\$ 2,062.49	
APR 2037	\$ 80,000.00	\$ 2,062.49	\$ 82,062.49	\$ 84,124.98
OCT 2037	\$ 0.00	\$ 1,062.49	\$ 1,062.49	
<u>APR 2038</u>	<u>\$ 84,999.00</u>	<u>\$ 1,062.49</u>	<u>\$ 86,062.49</u>	<u>\$ 87,123.98</u>
TOTALS	\$1,324,999.00	\$ 364,800.34	\$1,689,800.34	\$ 1,689,799.34

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## WATER FUND

### FUND 591 SUMMARY OF REVENUES & APPROPRIATIONS 2026 - 2027 BUDGET

#### ESTIMATED REVENUES

CHARGES FOR SERVICES	\$ 1,193,810	
GRANT REVENUE	\$ 0	
OTHER REVENUE	\$ 16,500	
<u>TRANSFERS IN &amp; OTHER FINANCING SOURCES</u>	<u>\$ 0</u>	
TOTAL ESTIMATED REVENUES		\$1,210,310

#### APPROPRIATIONS

WATER MAINS	\$ 641,495	
WATER PUMPING	\$ 251,453	
WATER FUND ADMINISTRATION	\$ 145,495	
WATER FUND DEPRECIATION	\$ 89,000	
CAPITAL OUTLAY	\$ 120,000	
DEBT SERVICE	\$ 0	
<u>TRANSFERS OUT &amp; OTHER FINANCING USES</u>	<u>\$ 0</u>	
TOTAL APPROPRIATIONS		\$1,247,443

EXCESS (DEFICIENCY) OF REVENUES TO APPROPRIATIONS (\$ 37,133)

#### CASH BUDGET ADJUSTMENT TO CHANGE IN NET ASSETS\*

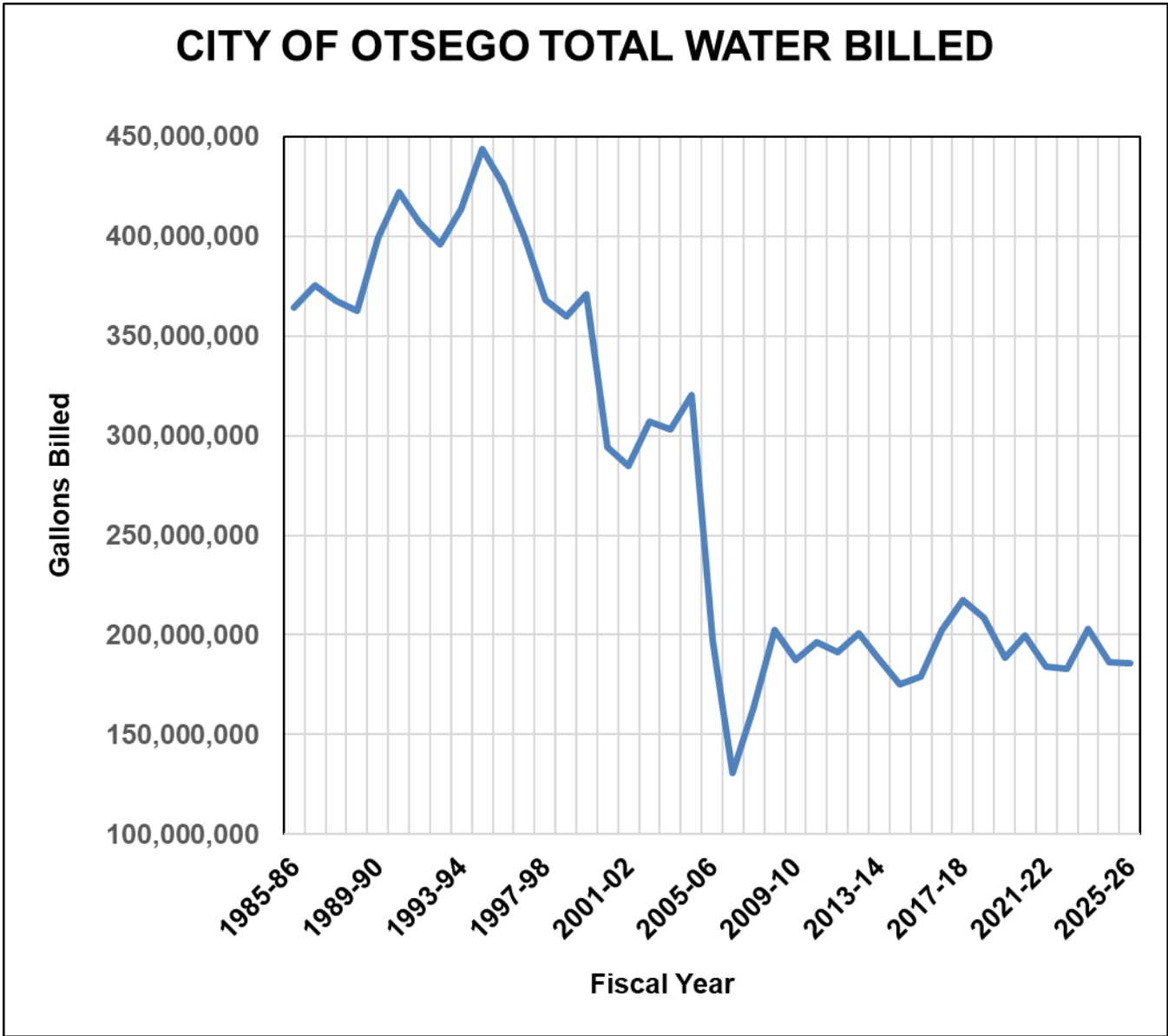
CAPITAL OUTLAY BECOMES ASSET(S)	\$ 120,000	
<u>DEBT SERVICE PRINCIPAL REDUCES A LIABILITY</u>	<u>\$ 0</u>	
NET ADJUSTMENT TO CHANGE IN NET ASSETS		\$ 120,000

CHANGES IN NET POSITION \$ 82,867

PROJECTED BEGINNING NET POSITION \$3,008,719

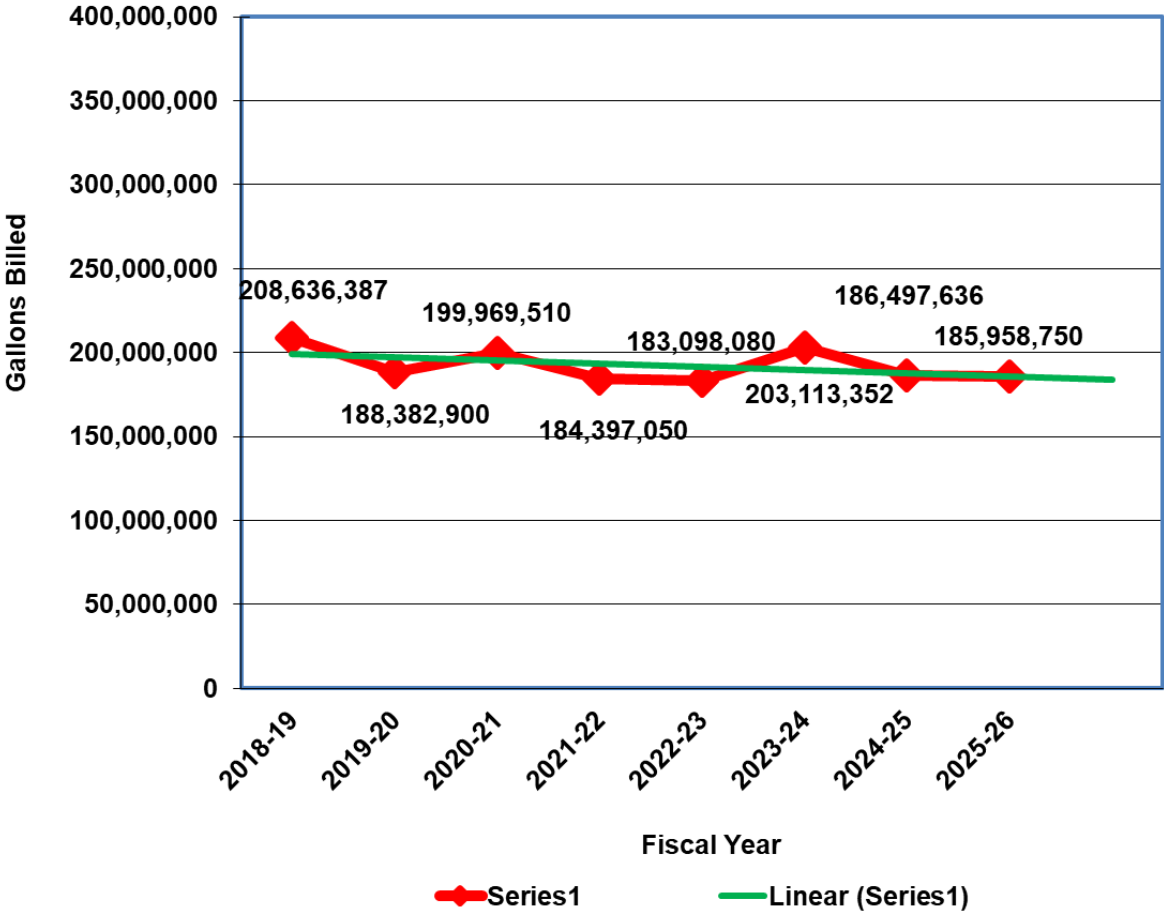
PROJECTED ENDING NET POSITION \$3,091,586

[Note: Capital Outlay shown as an appropriation are adjusted out of the excess (deficiency) of revenues over appropriations for the change in net assets because they become assets of the fund upon completion. Capital outlay and debt service principal payments are shown as budgeted appropriations for informational and financial tracking purposes only.]



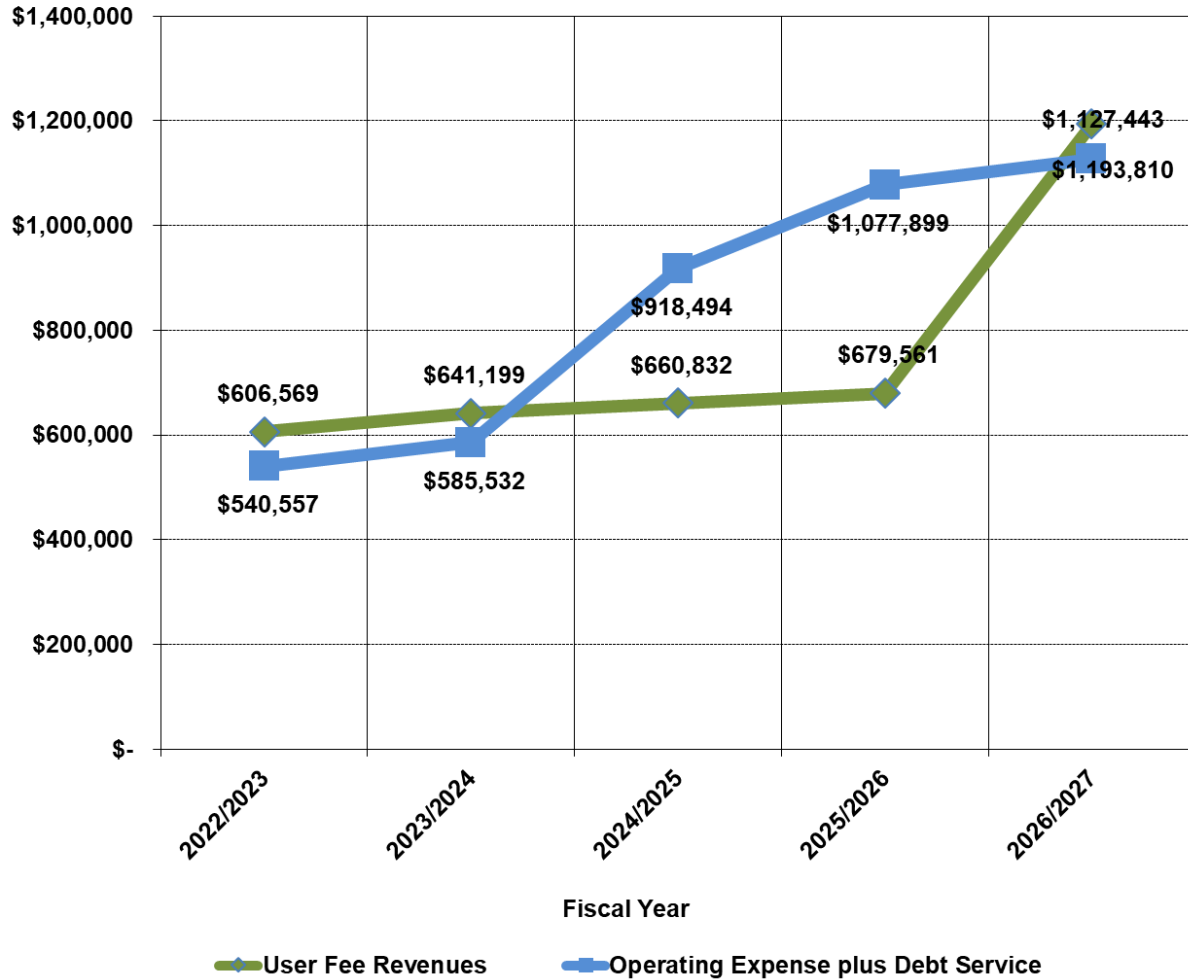
Much like the Sewer Fund historical graph, this shows the dramatic decrease in usage of the City’s water utility since the mid 1980’s. The majority of this decrease is due to the loss of the Rock-Tenn Paper Mill and the change in paper making process of Otsego Paper from the former Menasha Corporation. The Menasha plant “cooked” wood chips to extract the fibers to make paper. This process required substantial amounts of water compared to Otsego Paper’s use of recycled paper for its product. Additionally, other industries in the area have found ways to conserve, such as cooling towers to recirculate manufacturing cooling water.

### CITY OF OTSEGO WATER USAGE



The City of Otsego Water Usage line graph shows that usage appears to be slightly increasing, therefore we are projecting usage of 191 million gallons.

## WATER FUND OPERATING EXPENSE COMPARED TO CHARGES FOR SERVICES



The Water Fund Operating Expense as Compared to Charges for Services line graph illustrates the continuing efforts to meet operating expenditures with user fees. Both user fees and operating expenditures show three years of actual amounts, a projection for the current year and next year's recommended amounts. Operating expense is higher due to \$175,000 for the lead service line replacement program this year that will be city-funded.

# WATER RATE CALCULATIONS

## Rate Recommendations

Base RTS Rate:	\$ 41.87	79.16%	Increase
Commodity Rate:	\$ 4.33	74.60%	Increase

## Budget Revenue Projections

RTS Fees:	\$ 366,780	30.72%
Metered Sales:	\$ 827,030	69.28%
Total:	\$ 1,193,810	100.00%

Revenue Needed:	\$ 1,201,938
Excess/(Shortage):	(\$8,128)

## Domestic Meter Inventory/RTS Fees in Effect

Meter Size (Inches)	Meter Equivalency	Number of Meters/RTS Fees	Total Meter Equivalency	New RTS Charge
5/8" - 3/4"	1.00	1,548	1,548	\$ 41.87
1"	2.50	28	70	\$ 104.68
1 1/2"	5.00	9	45	\$ 209.35
2"	8.00	28	224	\$ 334.96
3"	16.00	3	48	\$ 669.92
4"	25.00	5	125	\$ 1,046.75
6"	50.00	1	50	\$ 2,093.50
8"	80.00	1	80	\$ 3,349.60
Totals		1,623	2,190	

[Note: Meter Equivalency factors are established by the American Water Works Association C700-95 Standards.]

## Projected Total Annual Water Billing (gallons):

191,000,000

## Projected Expenditures & Reserve Requirements

Projected Rate of Inflation:	5.00%
Percentage of Expenditures for Future Capital Improvements:	5.00%

Fiscal Year	Water Mains	Water Pumping	Administration	Depreciation	Total Operational Expenditures	Percent of Total To Reserves	Replacement Reserves	Debt Service	Total Revenue Necessary
2026-2027	\$ 654,273	\$ 256,930	\$ 144,500	\$ 89,000	\$ 1,144,703	5.00%	\$ 57,235	\$ 0	\$ 1,201,938
2027-2028	\$ 686,990	\$ 269,780	\$ 151,730	\$ 93,450	\$ 1,201,950	5.00%	\$ 60,098	\$ 0	\$ 1,262,048
2028-2029	\$ 721,340	\$ 283,270	\$ 159,320	\$ 98,120	\$ 1,262,050	5.00%	\$ 63,103	\$ 0	\$ 1,325,153
Totals	\$ 2,062,603	\$ 809,980	\$ 455,550	\$ 280,570	\$ 3,608,703		\$ 180,436	\$ 0	\$ 3,789,139

[NOTE: Capital Improvement Projects are intended to be funded through accumulated depreciation.]

## User Fee Calculations - Based on Meter Size & Amount Used

Quarterly Readiness To Serve Base Fee:	\$ 23.37
Current Base Fee:	\$ 23.37

	Revenues Necessary	Percent Funded by RTS	Revenues Funded by RTS	Calculated RTS Rate	Increase/(Decrease)	Percent Change
1 Year Rate	\$ 1,201,938	30.00%	\$ 360,581	\$ 41.17	\$ 17.80	76.17%
3 Year Rate	\$ 3,789,139	30.00%	\$ 1,136,742	\$ 43.26	\$ 19.89	85.11%

Commodity Rate (per thousand gallons):	\$ 2.48
Current Commodity Rate:	\$ 2.48

	Revenues Necessary	Percent Funded By Commodity	Rev funded by Commodity	Calculated Commodity Rate	Increase/(Decrease)	Percent Change
1 Year Rate	\$ 1,201,938	70.00%	\$ 841,357	\$ 4.41	\$ 1.93	77.82%
3 Year Rate	\$ 3,789,139	70.00%	\$ 2,652,397	\$ 4.63	\$ 2.15	86.69%

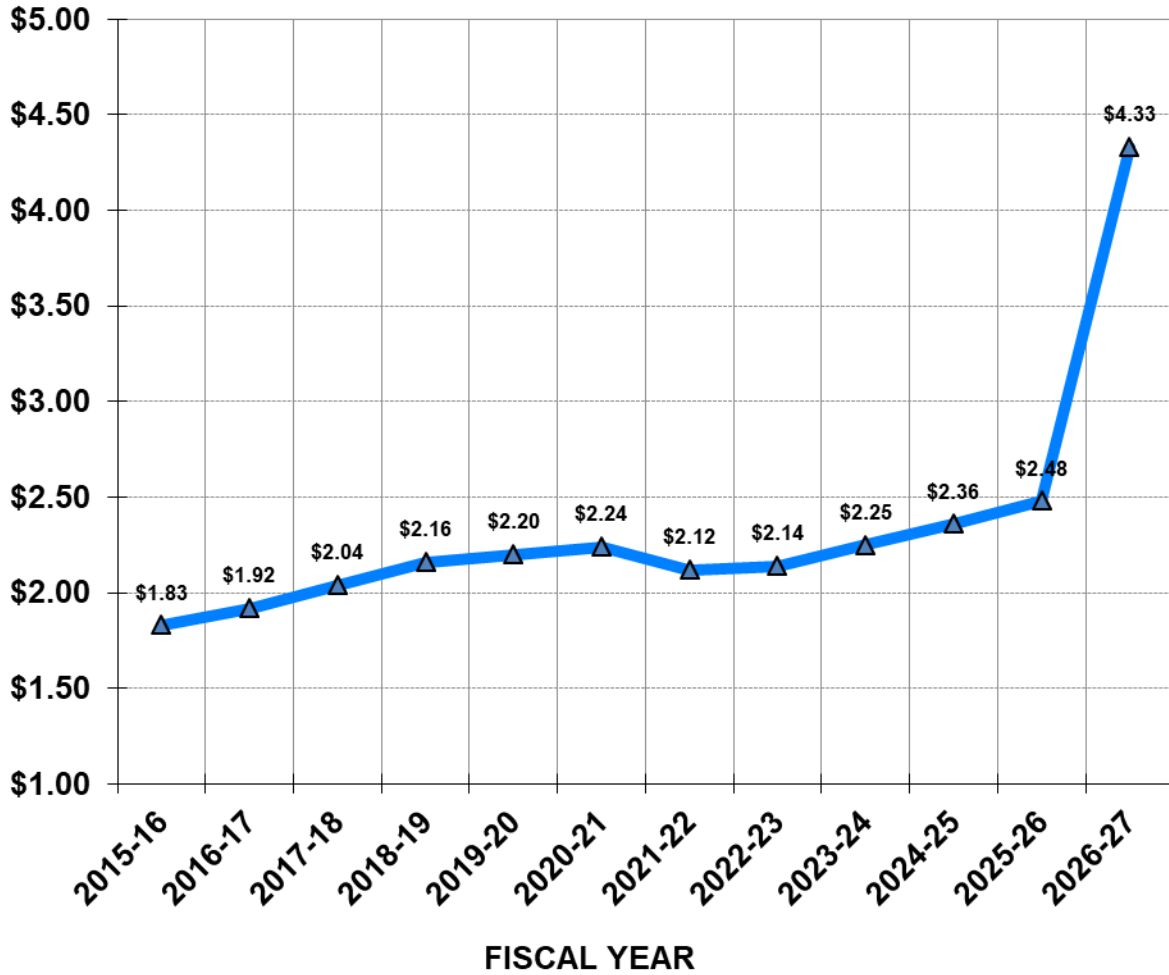
Proposed Rate Reconciliation	One Year RTS Rate Rev	One Year Commodity Rate Rev	Total One Year Rate Revenue
2026-2027	\$ 360,649	\$ 842,310	\$ 1,202,959
2027-2028			
2028-2029			
Totals			\$ 1,202,959

Three Year RTS Rate Rev	Three Year Commodity Rate Rev	Total 3 Year Rate Revenue
\$ 378,958	\$ 884,330	\$ 1,263,288
\$ 378,958	\$ 884,330	\$ 1,263,288
\$ 378,958	\$ 884,330	\$ 1,263,288
\$ 1,136,874	\$ 2,652,990	\$ 3,789,864

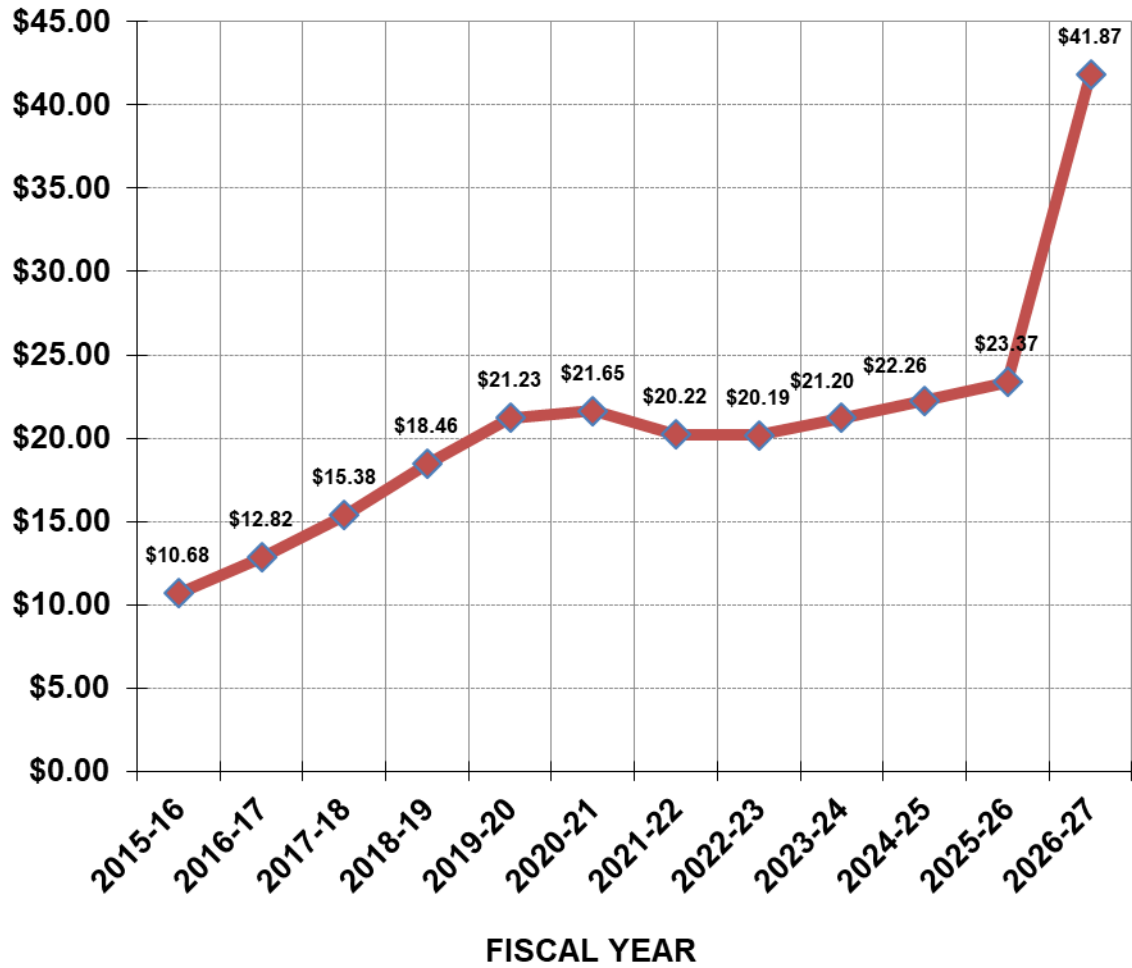
## Billing Examples

Average Accounts	New Base/RTS Charges	New Commodity Charges	New Total Charges	Current Base/RTS Charges	Current Commodity Charges	Current Total Charges	Total Increase (Decrease)	Percent Change
Residential Customer (18,000 gallons/quarter) 3/4" meter - Quarterly	\$ 41.87	\$ 77.94	\$ 119.81	\$ 23.37	\$ 44.64	\$ 68.01	\$ 51.80	
	\$ 167.48	\$ 311.76	\$ 479.24	\$ 93.48	\$ 178.56	\$ 272.04	\$ 207.20	76.17%
Commercial Customer (30,000 gallons/quarter) 1" meter - Quarterly	\$ 104.68	\$ 129.90	\$ 234.58	\$ 58.43	\$ 74.40	\$ 132.83	\$ 101.76	
	\$ 418.72	\$ 519.60	\$ 938.32	\$ 233.70	\$ 297.60	\$ 531.30	\$ 407.02	76.61%
Institutional Customer (165,275 gallons/quarter) 3" meter - Quarterly	\$ 669.92	\$ 715.64	\$ 1,385.56	\$ 373.92	\$ 409.88	\$ 783.80	\$ 601.76	
	\$ 2,679.68	\$ 2,862.56	\$ 5,542.24	\$ 1,495.68	\$ 1,639.53	\$ 3,135.21	\$ 2,407.04	76.77%
Industrial Customer (4,776,750 gallons/quarter) 4" meter - Quarterly	\$ 1,046.75	\$ 20,683.33	\$ 21,730.08	\$ 584.25	\$ 11,846.34	\$ 12,430.59	\$ 9,299.49	
	\$ 4,187.00	\$ 82,733.31	\$ 86,920.31	\$ 2,337.00	\$ 47,385.36	\$ 49,722.36	\$ 37,197.95	74.81%

## CITY OF OTSEGO WATER RATE HISTORY (Per Thousand Gallons of Use)



## CITY OF OTSEGO WATER READINESS TO SERVE FEE HISTORY (Quarterly)



BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 591 - WATER FUND  
ESTIMATED REVENUES  
Dept 000 - REVENUE & BALANCE SHEET ACCTS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
591-000-569.000	STATE GRANTS - OTHER	244,291	0	0	0	0	0.00
591-000-583.000	CONTRIBUTIONS FROM COUNTY	0	0	0	0	0	0.00
591-000-626.002	CITY LABOR & MATERIALS	2,968	0	12,944	0	0	0.00
591-000-630.000	METERED SALES	465,814	488,560	475,565	827,030	338,470	69.28
591-000-631.000	READINESS TO SERVE FEES	195,018	204,720	203,996	366,780	162,060	79.16
591-000-632.000	ACCOUNT SET-UP FEES	1,008	1,000	1,000	1,000	0	0.00
591-000-633.000	NEW CONNECTION TAP-IN FEES	0	0	0	0	0	0.00
591-000-635.001	BULK WATER HOOKUP CHARGE	115	0	5,670	0	0	0.00
591-000-635.002	BULK WATER USAGE CHARGES	149	0	1,051	0	0	0.00
591-000-658.000	DELINQUENT PAYMENT PENALTIES	8,087	8,400	12,857	8,500	100	1.19
591-000-665.000	INTEREST	28,885	20,000	9,048	7,000	(13,000)	(65.00)
591-000-667.001	HYDRANT RENTAL	7,280	0	0	0	0	0.00
591-000-673.000	GAIN/LOSS ON SALE OF ASSETS	0	0	0	0	0	0.00
591-000-682.000	PFAS SETTLEMENT REVENUE	0	0	0	0	0	0.00
591-000-684.000	MISCELLANEOUS REVENUE	3,822	0	0	0	0	0.00
591-000-687.000	REFUNDS/REBATES	646	0	0	0	0	0.00
591-000-689.000	CASH OVER OR SHORT	0	0	0	0	0	0.00
Totals for dept 000 - REVENUE & BALANCE SHEET ACCTS		958,083	722,680	722,131	1,210,310	487,630	67.48

# WATER FUND 591

## ESTIMATED REVENUES

### ACTIVITY 000

### 2026 - 2027 BUDGET

- 569.000 STATE GRANTS - OTHER – records grant funds to be received from the State of Michigan to locate lead service lines for replacement.
- 583.000 CONTRIBUTIONS FROM COUNTY – records funding from Allegan County for projects.
- 626.002 CITY LABOR & MATERIALS - charges for City labor outside normal scope of services. Charges are based upon employee wages, fringe benefits, materials and motor equipment used.
- 630.000 METERED WATER SALES - projected revenues based upon the sale of 191 million gallons of water at a rate of \$4.33 per thousand gallons. The proposed rate is the result of a 2026 rate study by Bendzinski & Company. The new rate is phased in over three months beginning with the September 1, 2026, billing.
- 631.000 READINESS TO SERVE FEES - projects the revenue to be received based upon the total Water Fund Administration and Debt Service Activities. Individual customers are charged based upon a water meter equivalency factor as determined by the American Water Works Association C700-95 standards. These factors determine the additional flow of larger water meters as compared to standard household meters so that larger customers support the system according to the demands they have the ability to place upon the system. The base fee is established at \$41.87, to be phased in over three months beginning with the September 1, 2026 billing.
- 632.000 ACCOUNT SET-UP FEE - a \$10.00 fee is charged to customers establishing new water service accounts.
- 633.000 NEW CONNECTION TAP-IN FEES - reflects the fee \$2,000 charged to new hook-ups at the street to the water main. This fee includes the installation of the meter and outside reading device.
- 635.001 BULK WATER HOOKUP CHARGE – reflects the \$25.00 fee charged to hookup to the water supply at the DPW facility for filling external tanks.
- 635.002 BULK WATER USAGE CHARGE – reflects the regular commodity rate for water supplied by bulk hookup connection.
- 658.000 DELINQUENT PENALTIES - reflects revenues from the ten percent delinquent bill penalty charge.
- 665.000 INTEREST – records interest earned on deposits and investments.

WATER FUND ESTIMATED REVENUES 591-000 - Cont.

667.001 HYDRANT RENTAL - annual rental paid by the Otsego Fire Department for the use of 182 water hydrants \$40 each.

673.000 GAIN/LOSS ON SALE OF ASSETS – records the associated gain or loss involved in selling an asset.

682.000 PFAS SETTLEMENT REVENUE – records funds received from class-action lawsuits against chemical manufacturers associated with public water supplies.

684.000 MISCELLANEOUS REVENUE - water turn-off charges for vacationers and sale of sprinkler meters and yokes.

687.000 REFUNDS/REBATES - records rebates and refunds for expenses paid in a prior fiscal year.

689.000 CASH SHORT/OVER - balances accounts receivable when untraceable errors occur.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 591 - WATER FUND  
ESTIMATED REVENUES  
Dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
591-931-698.000	BOND OR INSURANCE RECOVERIES	0	0	0	0	0	0.00
591-931-699.401	INFRASTRUCTURE CONTRIB - CAP IMP FD	0	0	0	0	0	0.00
591-931-699.805	INTERFUND TRANSFER IN - SPECIAL ASSMT	0	0	0	0	0	0.00
Totals for dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES		0	0	0	0	0	0.00
TOTAL ESTIMATED REVENUES		958,083	722,680	722,131	1,210,310	487,630	67.48

WATER FUND 591

TRANSFERS IN & OTHER FINANCING SOURCES

ACTIVITY 931

2026 - 2027 BUDGET

698.000 BOND OR INSURANCE RECOVERIES - amounts received from bond or insurance claims.

699.401 INTERFUND TRANSFER IN – CAPITAL PROJECT FUND – records contribution (transfer in) of monies for infrastructure improvements from the Capital Project Fund

699.805 INTERFUND TRANSFER IN - SPECIAL ASSESSMENT CAPITAL PROJECT FUND - records transfer in of current year project amounts to be recovered through special assessments.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 591 - WATER FUND  
APPROPRIATIONS  
Dept 550 - WATER MAINS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
591-550-702.401	SALARY - DPW SUPERINTENDENT	1,709	5,211	1,934	6,287	1,076	20.65
591-550-702.501	SALARY - WWTP SUPERINTENDENT	0	0	0	0	0	0.00
591-550-703.401	FULL-TIME DPW SPECIALIST WAGES	142,157	195,491	195,491	187,330	(8,161)	(4.17)
591-550-704.401	PART-TIME & SEASONAL DPW WAGES	19	0	0	0	0	0.00
591-550-710.000	FICA PAYROLL TAX	9,884	15,354	15,354	15,631	277	1.80
591-550-712.000	HEALTH INSURANCE	29,461	41,314	41,314	41,692	378	0.91
591-550-713.000	LIFE INSURANCE	115	228	228	228	0	0.00
591-550-714.000	RETIREMENT PLAN CONTRIBUTIONS	11,444	18,215	18,215	18,698	483	2.65
591-550-715.000	DISABILITY INSURANCE	361	746	746	766	20	2.68
591-550-716.000	WORKERS COMPENSATION INSURANCE	2,713	4,672	4,672	4,818	146	3.13
591-550-725.000	EMPLOYEE ASSISTANCE PROGRAM	52	40	52	40	0	0.00
591-550-740.000	OPERATING SUPPLIES	38,214	50,000	87,650	75,000	25,000	50.00
591-550-760.000	MINOR EQUIPMENT PURCHASES	1,467	3,000	3,000	3,000	0	0.00
591-550-767.000	CLOTHING & UNIFORM PURCHASES	151	0	300	300	300	0.00
591-550-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	307,472	260,000	145,000	175,000	(85,000)	(32.69)
591-550-801.006	MISS DIG NOTIFICATION SERVICE	1,043	2,000	2,000	2,000	0	0.00
591-550-806.000	COMPUTER SERVICES	0	300	300	300	0	0.00
591-550-820.000	SERVICE AGREEMENTS	540	3,500	3,500	3,500	0	0.00
591-550-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
591-550-850.000	TELEPHONE SERVICE	109	235	235	235	0	0.00
591-550-852.000	MISC COMM/INTERNET	266	2,500	2,500	2,500	0	0.00
591-550-860.000	TRANSPORTATION, LODGING & MEALS	5	50	50	50	0	0.00
591-550-900.000	PRINTING & PUBLISHING	193	350	350	350	0	0.00
591-550-931.000	EQUIPMENT REPAIRS	0	10,000	10,000	10,000	0	0.00
591-550-932.000	VEHICLE REPAIRS	0	0	0	0	0	0.00
591-550-934.000	WATER TOWER MAINTENANCE	0	50,000	10,000	50,000	0	0.00
591-550-940.000	RENTALS - MOTOR POOL EQUIPMENT	36,039	25,000	33,765	40,000	15,000	60.00
591-550-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	3,278	3,770	3,770	3,770	0	0.00
Totals for dept 550 - WATER MAINS		586,692	691,976	580,426	641,495	(50,481)	(7.30)

**WATER FUND 591**  
**WATER MAINS**  
**ACTIVITY 550**  
**2026 - 2027 BUDGET**

- 702.401 SALARY - DPW SUPERINTENDENT- provides six percent (124.8 hours) of the DPW superintendent's salary.
- 702.501 SALARY – WWTP SUPERINTENDENT – The position was eliminated in Fiscal 2024-2025.
- 703.401 FULL-TIME DPW SPECIALIST WAGES- provides 5,104 hours of service which include maintenance/repair of water mains, flushing of lines, etc.
- 704.401 PART-TIME & SEASONAL DPW WAGES– 0 hours of seasonal labor are provided for this activity. These employees do not receive benefits.
- 710.000 FICA PAYROLL TAX – reflects the City's share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.
- 712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.
- 713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.
- 714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.
- 715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.
- 716.000 WORKERS COMPENSATION INSURANCE – reflects the City's payment of workers' compensation insurance which provides benefits to employees injured on the job.
- 725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.

740.000 OPERATING SUPPLIES - includes copper tubing, water meters, water main repair parts, etc.

760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.

767.000 CLOTHING & UNIFORM PURCHASES- provides employee jeans annually, one pair of work-shoes and safety glasses yearly.

801.000 PROFESSIONAL & CONTRACTUAL SERVICES – provides annual maintenance including service replacement (\$50,000), valve replacement (\$20,000), hydrant replacement (\$20,000) and \$260,000 this fiscal year to locate lead service lines for replacement.

801.006 MISS DIG NOTIFICATION SERVICE - provides notification of contractors planning to dig near utility lines.

806.000 COMPUTER SERVICES – provides information technology services to the activity. Specific services include \$300 annual costs for Silversmith services.

820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements. Included is the annual maintenance for tower monitoring system.

842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.

850.000 TELEPHONE SERVICE – records telephone utility expense.

852.000 MISC COMM/INTERNET – provides Internet services.

860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures to attend conferences and seminars, as well as other travel necessary to carry out the functions of this department.

900.000 PRINTING & PUBLISHING - notification in local newspapers of spring and fall flushing of hydrants.

931.000 EQUIPMENT REPAIRS - provides for the repair of the metal detector, tapping machine, main cutter, etc.

932.000 VEHICLE REPAIRS-provides ten percent of the regular maintenance and service work to the water/wastewater treatment vehicles.

934.000 WATER TOWER MAINTENANCE - provides minor maintenance to the tower that is less than \$5,000.

940.000 RENTALS - MOTOR POOL EQUIPMENT - state established rental rates are charged here for equipment used for water main activities.

960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 591 - WATER FUND  
APPROPRIATIONS  
Dept 551 - WATER PUMPING

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
591-551-702.401	SALARY - DPW SUPERINTENDENT	855	4,342	967	5,239	897	20.66
591-551-702.501	SALARY - WWTP SUPERINTENDENT	0	0	0	0	0	0.00
591-551-703.401	FULL-TIME DPW SPECIALIST WAGES	45,417	58,305	58,305	53,834	(4,471)	(7.67)
591-551-704.401	PART-TIME & SEASONAL DPW WAGES	227	0	0	0	0	0.00
591-551-710.000	FICA PAYROLL TAX	3,359	4,792	4,792	4,898	106	2.21
591-551-712.000	HEALTH INSURANCE	8,725	14,058	14,058	14,187	129	0.92
591-551-713.000	LIFE INSURANCE	41	71	71	71	0	0.00
591-551-714.000	RETIREMENT PLAN CONTRIBUTIONS	3,483	5,715	5,715	5,889	174	3.04
591-551-715.000	DISABILITY INSURANCE	119	234	234	241	7	2.99
591-551-716.000	WORKERS COMPENSATION INSURANCE	894	1,518	1,518	1,584	66	4.35
591-551-724.000	CELL PHONE ALLOWANCE	90	540	540	540	0	0.00
591-551-725.000	EMPLOYEE ASSISTANCE PROGRAM	20	15	15	15	0	0.00
591-551-740.000	OPERATING SUPPLIES	3,373	5,000	5,000	5,000	0	0.00
591-551-740.003	LABORATORY SUPPLIES	843	2,000	2,000	2,000	0	0.00
591-551-753.000	PROCESS CHEMICALS	12,992	20,000	20,000	20,000	0	0.00
591-551-758.000	DIESEL FUEL PURCHASES	24	200	200	200	0	0.00
591-551-759.000	GASOLINE PURCHASES	779	1,500	1,500	1,500	0	0.00
591-551-760.000	MINOR EQUIPMENT PURCHASES	762	3,000	13,434	4,000	1,000	33.33
591-551-767.000	CLOTHING & UNIFORM PURCHASES	228	500	500	500	0	0.00
591-551-767.002	UNIFORM CLEANING & REPAIR	635	400	700	700	300	75.00
591-551-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	9,810	5,700	10,000	10,000	4,300	75.44
591-551-809.000	COMMERCIAL LAB ANALYSIS	8,420	13,000	13,000	8,700	(4,300)	(33.08)
591-551-820.000	SERVICE AGREEMENTS	0	0	900	900	900	0.00
591-551-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
591-551-850.000	TELEPHONE SERVICE	483	445	445	445	0	0.00
591-551-852.000	MISC COMM/INTERNET	499	550	550	2,000	1,450	263.64
591-551-860.000	TRANSPORTATION, LODGING & MEALS	0	250	250	2,500	2,250	900.00
591-551-924.000	ELECTRIC UTILITY	24,352	25,000	25,000	25,000	0	0.00
591-551-930.000	LAND & BUILDING REPAIRS	1,852	4,000	4,000	4,000	0	0.00
591-551-931.000	EQUIPMENT REPAIRS	4,018	10,000	10,000	10,000	0	0.00
591-551-932.000	VEHICLE REPAIRS	0	0	0	0	0	0.00
591-551-934.000	WELL MAINTENANCE	0	52,500	52,500	52,000	(500)	(0.95)
591-551-940.000	RENTALS - MOTOR POOL EQUIPMENT	7,141	7,300	9,000	9,000	1,700	23.29
591-551-956.000	CONFERENCES & TRAINING PROGRAMS	940	1,000	2,000	3,000	2,000	200.00
591-551-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	3,052	3,510	3,510	3,510	0	0.00
Totals for dept 551 - WATER PUMPING		143,433	245,445	260,704	251,453	6,008	2.45

WATER FUND 591  
WATER PUMPING  
ACTIVITY 551  
2026 - 2027 BUDGET

- 702.401 SALARY - DPW SUPERINTENDENT- provides five percent (104 hours) of the DPW superintendent's salary.
- 702.501 SALARY – WWTP SUPERINTENDENT – The position was eliminated in Fiscal 2024-2025.
- 703.401 FULL-TIME DPW SPECIALIST WAGES- provides 1,510 hours of DPW service.
- 704.401 PART-TIME & SEASONAL DPW WAGES- 0 hours of seasonal labor are provided for this activity for well house maintenance. These employees do not receive benefits.
- 710.000 FICA PAYROLL TAX – reflects the City's share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.
- 712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.
- 713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.
- 714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.
- 715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.
- 716.000 WORKERS COMPENSATION INSURANCE – reflects the City's payment of workers' compensation insurance which provides benefits to employees injured on the job.
- 724.000 CELL PHONE ALLOWANCE – reflects monthly stipends for employee use of personal cell phones for city communications.
- 725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.

740.000 OPERATING SUPPLIES - general operating supplies.

740.003 LABORATORY SUPPLIES - covers various laboratory equipment used in water testing.

753.000 PROCESS CHEMICALS - includes chemicals such as fluoride, chlorine, sodium polyphosphate, etc. which are used to treat the water.

758.000 DIESEL FUEL PURCHASES – provides diesel fuel for the wastewater/water vehicles and equipment.

759.000 GASOLINE PURCHASES – provides 30 percent of gasoline for the wastewater/water vehicles and equipment.

760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.

767.000 CLOTHING & UNIFORM PURCHASES- provides employees clean work uniforms on a weekly basis, one pair of work-shoes and safety glasses yearly.

767.002 UNIFORM CLEANING & REPAIR- provides for repair and cleaning of staff uniforms.

801.000 PROFESSIONAL & CONTRACTUAL SERVICES - provides for outside professional services, as needed.

809.000 COMMERCIAL LAB ANALYSIS - provides commercial laboratory testing of the three wells plus additional analysis previously provided by the State.

820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements. Included is the annual service to the well monitoring systems.

842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.

850.000 TELEPHONE SERVICE – records telephone utility expense.

852.000 MISC COMM/INTERNET – provides Internet services.

860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures to attend conferences and seminars, as well as other travel necessary to carry out the functions of this department.

924.000 ELECTRIC UTILITY - records electric utility expense to run three wells.

930.000 LAND & BUILDING REPAIRS - provides miscellaneous maintenance services to the well houses and loading areas surrounding the installations.

931.000 EQUIPMENT REPAIRS - provides for the repair of the chemical feeders, booster pumps, etc.

932.000 VEHICLE REPAIRS - provides 20 percent of the regular maintenance and service work to the water/wastewater treatment vehicles.

934.000 WELL MAINTENANCE - provides regular overhauls of the wells on a three to five-year basis.

940.000 RENTALS - MOTOR POOL EQUIPMENT - state established rental rates are charged here for equipment used for pumping activities.

956.000 CONFERENCES & TRAINING PROGRAMS- records expenditures necessary to attend conferences, seminars and training sessions directly related to the department's activities.

960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 591 - WATER FUND  
APPROPRIATIONS  
Dept 552 - WATER FUND ADMINISTRATION

GL NUMBER	DESCRIPTION	2024-25	2025-26	2025-26	2026-27	2026-27	2026-27
		ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	APPROVED BUDGET	APPROVED AMT CHANGE	APPROVED % CHANGE
591-552-702.001	SALARY - CITY MANAGER	12,152	12,474	12,090	14,179	1,705	13.67
591-552-702.002	SALARY - CITY CLERK	8,872	8,561	7,956	9,444	883	10.31
591-552-702.003	SALARY - FINANCE DIRECTOR	5,081	5,052	4,949	5,188	136	2.69
591-552-702.401	SALARY - DPW SUPERINTENDENT	855	1,737	967	2,096	359	20.67
591-552-703.001	FULL-TIME CLERICAL WAGES	2,948	25,339	9,767	26,243	904	3.57
591-552-703.401	FULL-TIME DPW SPECIALIST WAGES	523	3,037	15,040	2,612	(425)	(13.99)
591-552-704.001	PART-TIME CLERICAL WAGES	16,504	0	0	0	0	0.00
591-552-704.401	PART-TIME & SEASONAL DPW WAGES	0	0	0	0	0	0.00
591-552-710.000	FICA PAYROLL TAX	3,245	4,299	4,299	4,624	325	7.56
591-552-712.000	HEALTH INSURANCE	14,564	18,989	18,989	18,610	(379)	(2.00)
591-552-713.000	LIFE INSURANCE	39	82	82	82	0	0.00
591-552-714.000	RETIREMENT PLAN CONTRIBUTIONS	2,919	5,513	5,513	5,703	190	3.45
591-552-715.000	DISABILITY INSURANCE	103	226	226	234	8	3.54
591-552-716.000	WORKERS COMPENSATION INSURANCE	150	278	278	294	16	5.76
591-552-725.000	EMPLOYEE ASSISTANCE PROGRAM	19	25	25	25	0	0.00
591-552-727.000	OFFICE SUPPLIES	469	900	900	900	0	0.00
591-552-760.000	MINOR EQUIPMENT PURCHASES	0	1,000	1,000	1,000	0	0.00
591-552-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	0	5,000	47,375	10,000	5,000	100.00
591-552-803.000	AUDITING SERVICES	2,205	2,305	2,305	2,305	0	0.00
591-552-804.000	BANKING CHARGES	1,212	2,000	2,000	2,000	0	0.00
591-552-806.000	COMPUTER SERVICES	4,670	5,500	5,500	5,500	0	0.00
591-552-810.000	LEGAL SERVICES	0	500	1,446	500	0	0.00
591-552-811.000	MEDICAL EXAMS & SERVICES	50	0	0	0	0	0.00
591-552-812.000	WEB SITE SERVICES	0	0	0	0	0	0.00
591-552-820.000	SERVICE AGREEMENTS	50	0	366	25,000	25,000	0.00
591-552-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
591-552-850.000	TELEPHONE SERVICE	224	210	240	240	30	14.29
591-552-851.000	POSTAGE	2,684	2,100	2,600	2,800	700	33.33
591-552-852.000	MISC COMM/INTERNET	158	150	150	150	0	0.00
591-552-860.000	TRANSPORTATION, LODGING & MEALS	0	50	50	50	0	0.00
591-552-900.000	PRINTING & PUBLISHING	28	200	200	200	0	0.00
591-552-902.000	COPY CHARGES	150	260	260	260	0	0.00
591-552-931.000	EQUIPMENT REPAIRS	0	200	200	200	0	0.00
591-552-940.000	RENTALS - MOTOR POOL EQUIPMENT	267	800	5	800	0	0.00
591-552-955.000	MEMBERSHIPS / DUES	343	450	0	450	0	0.00
591-552-956.000	CONFERENCES & TRAINING PROGRAMS	0	900	95	900	0	0.00
591-552-956.001	TUITION REIMBURSEMENT	0	0	0	0	0	0.00
591-552-959.001	LICENSES & PERMITS	1,598	1,400	1,990	2,000	600	42.86
591-552-959.002	STATE & FEDERAL FINES/PENALTIES	0	0	0	0	0	0.00
591-552-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	788	906	906	906	0	0.00
Totals for dept 552 - WATER FUND ADMINISTRATION		82,870	110,443	147,769	145,495	35,052	31.74

## WATER FUND 591

### WATER FUND ADMINISTRATION

#### ACTIVITY 552

#### 2026 - 2027 BUDGET

702.001 CITY MANAGER'S SALARY - provides ten percent of the city manager's salary.

702.002 SALARY – CITY CLERK – provides ten percent of the city clerk's salary.

702.003 SALARY – FINANCE DIRECTOR – provides five percent of the finance director's salary.

702.401 SALARY - DPW SUPERINTENDENT- provides two percent (41.6 hours) of the DPW superintendent's salary.

703.001 FULL-TIME CLERICAL WAGES – provides five percent of the accounts payable/payroll specialist's wages and 44 percent of the utility billing specialist's wages

703.401 FULL-TIME DPW SPECIALIST WAGES- METER READING - provides 69 hours to supply one half the time needed to read the meters for utility billing.

704.001 PART-TIME CLERICAL WAGES – provides 0 percent of the utility billing specialist's wages, as the position converted to full-time in Fiscal 2024-2025.

704.401 PART-TIME & SEASONAL DPW WAGES- provides 0 hours of part-time labor for meter reading. These employees do not receive benefits.

710.000 FICA PAYROLL TAX – reflects the City's share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.

712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.

713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.

714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.

- 715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.
- 716.000 WORKERS COMPENSATION INSURANCE – reflects the City’s payment of workers’ compensation insurance which provides benefits to employees injured on the job.
- 725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.
- 727.000 OFFICE SUPPLIES - provides general office supplies, plus one half the cost of billing cards and utility billing related supplies.
- 760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold.
- 801.000 PROFESSIONAL & CONTRACTUAL SERVICES - provides funding for special projects. A well head protection program contaminant inventory, management plan and implementation are scheduled to be completed this fiscal year.
- 803.000 AUDITING SERVICES - provides 12.5 percent of the annual audit fee by an independent certified public accounting firm.
- 804.000 BANKING CHARGES - reflects monthly checking account service charges, checks and deposit slip printing expense.
- 806.000 COMPUTER SERVICES – provides for maintenance and programming services to PCs and the department’s respective share of file servers and e-mail systems on a pro-rated basis.
- 810.000 LEGAL SERVICES– provides legal services provided to this fund.
- 811.000 MEDICAL EXAMS & SERVICES – provides funds for medical treatment of staff and employment related exams.
- 812.000 WEB SITE SERVICES - provides funds to maintain and update information related to this activity on the City’s Internet web site.
- 820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.
- 842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.

- 850.000 TELEPHONE SERVICE - provides telephone service for Water Fund Administration.
- 851.000 POSTAGE- records postage machine rental, postage and/or shipping expenditures.
- 852.000 MISC COMM/INTERNET – provides Internet services.
- 860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures to attend conferences and seminars, as well as other travel necessary to carry out the functions of this department.
- 900.000 PRINTING & PUBLISHING - publicizes instructions to keep water from freezing in winter as well as the annual report.
- 902.000 COPY CHARGES - covers charges for the department's paper copier.
- 931.000 EQUIPMENT REPAIRS - provides maintenance to the utility billing office equipment.
- 940.000 RENTALS - MOTOR POOL EQUIPMENT - state established rental rates are charged here for equipment used for meter reading.
- 955.000 MEMBERSHIPS / DUES - provides 14 percent of the annual membership to the Michigan Municipal League and the National League of Cities.
- 956.000 CONFERENCES & TRAINING PROGRAMS- records expenditures necessary to attend conferences, seminars and training sessions directly related to the department's activities.
- 956.001 TUITION REIMBURSEMENT - provision for training classes, seminars, and higher education in accordance with the City of Otsego Employee Education Plan.
- 959.001 LICENSES & PERMITS - provides for the purchase of state required permits to provide this public water utility.
- 959.002 STATE & FEDERAL FINES & PENALTIES – records fines or penalties assessed for violations of federal or state regulations. While the City makes every possible effort to comply, occasionally situations arise where there is a violation and a penalty to be paid.
- 960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides a \$100,000 public official bond on the Treasurer as required by the current bond holder and property, liability and fleet insurance.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 591 - WATER FUND  
APPROPRIATIONS  
Dept 553 - WATER FUND DEPRECIATION

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
Dept 553 - WATER FUND DEPRECIATION							
591-553-968.550	DEPRECIATION - WATER MAINS	75,872	66,000	66,000	66,000	0	0.00
591-553-968.551	DEPRECIATION - WELL & TRTMT EQUIP	29,627	23,000	23,000	23,000	0	0.00
591-553-968.552	DEPRECIATION - WATER ADMIN EQUIP	0	0	0	0	0	0.00
Totals for dept 553 - WATER FUND DEPRECIATION		105,499	89,000	89,000	89,000	0	0.00

## WATER FUND 591

### WATER FUND DEPRECIATION

#### ACTIVITY 553

#### 2026 - 2027 BUDGET

968.550 DEPRECIATION – WATER MAINS - a non-cash expense account that helps set aside funds for future replacement of existing water mains, valves and hydrants.

968.551 DEPRECIATION – WATER WELL & TREATMENT EQUIPMENT - a non-cash expense account that helps set aside funds for future replacement of existing water wells and treatment equipment.

968.552 DEPRECIATION – WATER ADMINISTRATIVE EQUIPMENT - a non-cash expense account that helps set aside funds for future replacement of existing administrative related equipment and/or software equipment.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 591 - WATER FUND  
APPROPRIATIONS  
Dept 901 - CAPITAL OUTLAY

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
591-901-972.000	WATER SYSTEM	0	0	14,266	120,000	120,000	0.00
591-901-977.000	SHOP/DEPT EQUIPMENT	0	0	7,600	0	0	0.00
591-901-980.000	OFFICE EQUIPMENT & FURNITURE	0	0	0	0	0	0.00
Totals for dept 901 - CAPITAL OUTLAY		0	0	21,866	120,000	120,000	0.00

WATER FUND 591  
CAPITAL OUTLAY  
ACTIVITY 901  
2026 - 2027 BUDGET

972.000 CAPITAL OUTLAY - WATER SYSTEM - records capital improvement projects to the water distribution system and tower.

- Radio Tower for meter reading - \$120,000.

977.000 SHOP/DEPT EQUIPMENT - records capital purchases in excess of \$5,000 of equipment necessary to operate the water system.

- No equipment is planned to be purchased in the upcoming year.

980.000 OFFICE EQUIPMENT & FURNITURE - records capital purchases in excess of \$5,000 of office equipment and furniture necessary to operate and administer the water system.

- No equipment is planned to be purchased in the upcoming year.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 591 - WATER FUND  
APPROPRIATIONS  
Dept 906 - DEBT SERVICE

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
591-906-805.000	BOND REGISTRAR FEE	0	0	0	0	0	0.00
591-906-991.000	BOND PRINCIPAL	0	0	0	0	0	0.00
591-906-993.000	BOND INTEREST	0	0	0	0	0	0.00
Totals for dept 906 - DEBT SERVICE		0	0	0	0	0	0.00

WATER FUND 591

DEBT SERVICE

ACTIVITY 906

2026 – 2027 BUDGET

805.000 BOND REGISTRAR FEE - records payment to a registrar/transfer agent for services rendered in the record-keeping, redemption, etc. of the bonds.

991.000 BOND PRINCIPAL – reflects water system revenue bond principal maturing this fiscal year.

993.000 BOND INTEREST – reflects the interest due on outstanding revenue bonds this fiscal year.

The Water Supply System Revenue Bonds were completely repaid in fiscal year 2014-2015.

## MOTOR POOL FUND

### FUND 661 SUMMARY OF REVENUES & APPROPRIATIONS 2026 - 2027 BUDGET

#### ESTIMATED REVENUES

EQUIPMENT RENTAL	\$ 244,000	
GAIN/LOSS ON SALE OF VEHICLES & EQUIPMENT	\$ 0	
FUEL REIMBURSEMENT	\$ 25,000	
OTHER REVENUE	\$ 18,000	
<u>TRANSFERS IN &amp; OTHER FINANCING SOURCES</u>	<u>\$ 0</u>	
TOTAL ESTIMATED REVENUES		\$ 287,000

#### APPROPRIATIONS

MOTOR POOL OPERATIONS	\$ 286,050	
CAPITAL OUTLAY	\$ 140,000	
<u>TRANSFERS OUT &amp; OTHER FINANCING USES</u>	<u>\$ 0</u>	
TOTAL APPROPRIATIONS		\$ 426,050

EXCESS (DEFICIENCY) OF REVENUES TO APPROPRIATIONS (\$ 139,050)

#### CASH BUDGET ADJUSTMENT TO CHANGE IN NET ASSETS\*

<u>CAPITAL OUTLAY PURCHASES BECOME ASSET(S)</u>	<u>\$ 140,000</u>	
NET ADJUSTMENT TO CHANGE IN NET ASSETS		\$ 140,000

CHANGES IN NET POSITION \$ 950

PROJECTED BEGINNING NET POSITION \$1,127,148

PROJECTED ENDING NET POSITION \$1,128,098

\* [Note: Capital outlay purchases shown as an appropriation are adjusted out of the excess (deficiency) of revenues over appropriations for the change in net assets because they become assets of the fund upon completion. Capital outlay purchases are shown as budgeted appropriations for informational and financial tracking purposes only.]

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 661 - MOTOR POOL FUND  
ESTIMATED REVENUES  
Dept 000 - REVENUE & BALANCE SHEET ACCTS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
661-000-626.000	SERVICES RENDERED	0	0	0	0	0	0.00
661-000-626.002	CITY LABOR & MATERIALS	4,632	0	647	0	0	0.00
661-000-665.000	INTEREST	22,654	12,000	23,855	18,000	6,000	50.00
661-000-667.000	EQUIPMENT RENTAL	266,626	235,000	265,000	244,000	9,000	3.83
661-000-673.000	GAIN/LOSS ON SALE OF ASSETS	4,495	7,500	0	0	(7,500)	(100.00)
661-000-676.001	FUEL REIMBURSEMENT	24,027	25,000	22,391	25,000	0	0.00
661-000-684.000	MISCELLANEOUS REVENUE	3,405	0	0	0	0	0.00
661-000-687.000	REFUNDS/REBATES	81	0	0	0	0	0.00
661-000-689.000	CASH OVER OR SHORT	0	0	0	0	0	0.00
Totals for dept 000 - REVENUE & BALANCE SHEET ACCTS		325,920	279,500	311,893	287,000	7,500	2.68

# MOTOR POOL FUND 661

## ESTIMATED REVENUES

### ACTIVITY 000

### 2025 - 2026 BUDGET

626.000 SERVICES RENDERED- records reimbursements for service work performed on vehicles owned by the General and Sewer Funds.

626.002 CITY LABOR & MATERIALS - charges for City labor outside normal scope of services. Charges are based upon employee wages, fringe benefits, materials and motor equipment used.

665.000 INTEREST – records interest earned on deposits and investments.

667.000 EQUIPMENT RENTAL - motor equipment rental revenue from other city funds where the equipment is used. Rental rates are based upon state suggested hourly rates.

673.000 GAIN/LOSS ON SALE OF ASSETS – records the associated gain or loss involved in selling an asset.

676.001 FUEL REIMBURSEMENT - records reimbursement of fuel used by equipment which is not subject to rental rates (such as police and fire equipment).

684.000 MISCELLANEOUS REVENUE - records other non-specified revenues.

687.000 REFUNDS/REBATES - records rebates and refunds for expenses paid in a prior fiscal year.

689.000 CASH SHORT/OVER - balances accounts when untraceable errors occur.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 661 - MOTOR POOL FUND  
ESTIMATED REVENUES  
Dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
661-931-698.000	BOND OR INSURANCE RECOVERIES	0	0	0	0	0	0.00
661-931-699.101	INTERFUND TRANSFER IN - GENERAL FUND	0	0	0	0	0	0.00
Totals for dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES		0	0	0	0	0	0.00
TOTAL ESTIMATED REVENUES		325,920	279,500	311,893	287,000	7,500	2.68

MOTOR POOL FUND 661

TRANSFERS IN & OTHER FINANCING SOURCES

ACTIVITY 931

2025 - 2026 BUDGET

698.000 BOND OR INSURANCE RECOVERIES - amounts received from bond or insurance claims.

699.101 INTERFUND TRANSFER IN - GENERAL FUND - reflects subsidy from the General Fund, as necessary.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 661 - MOTOR POOL FUND  
APPROPRIATIONS  
Dept 594 - MOTOR POOL OPERATIONS

GL NUMBER	DESCRIPTION	2024-25	2025-26	2025-26	2026-27	2026-27	2026-27
		ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	APPROVED BUDGET	APPROVED AMT CHANGE	APPROVED % CHANGE
661-594-702.003	SALARY - FINANCE DIRECTOR	5,081	5,052	4,949	5,188	136	2.69
661-594-702.401	SALARY - DPW SUPERINTENDENT	5,127	4,776	5,802	5,758	982	20.56
661-594-703.001	FULL-TIME CLERICAL WAGES	2,818	3,250	3,250	3,360	110	3.38
661-594-703.401	FULL-TIME DPW SPECIALIST WAGES	14,398	19,699	19,699	19,511	(188)	(0.95)
661-594-704.001	PART-TIME CLERICAL WAGES	730	0	0	0	0	0.00
661-594-704.401	PART-TIME & SEASONAL DPW WAGES	(1,328)	0	0	0	0	0.00
661-594-710.000	FICA PAYROLL TAX	2,026	2,507	2,507	2,726	219	8.74
661-594-712.000	HEALTH INSURANCE	6,435	7,797	7,797	7,314	(483)	(6.19)
661-594-713.000	LIFE INSURANCE	23	42	62	42	0	0.00
661-594-714.000	RETIREMENT PLAN CONTRIBUTIONS	2,400	3,170	3,170	3,358	188	5.93
661-594-715.000	DISABILITY INSURANCE	69	130	130	138	8	6.15
661-594-716.000	WORKERS COMPENSATION INSURANCE	512	738	738	1,030	292	39.57
661-594-725.000	EMPLOYEE ASSISTANCE PROGRAM	11	0	11	0	0	0.00
661-594-740.000	OPERATING SUPPLIES	11,008	7,000	7,000	7,000	0	0.00
661-594-757.000	FUEL PURCHASES (PROPANE/MISC)	808	1,000	1,000	1,000	0	0.00
661-594-758.000	DIESEL FUEL PURCHASES	10,021	14,250	14,250	16,000	1,750	12.28
661-594-759.000	GASOLINE PURCHASES	32,735	30,000	30,000	30,000	0	0.00
661-594-760.000	MINOR EQUIPMENT PURCHASES	3,393	4,000	4,000	10,000	6,000	150.00
661-594-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	165	2,500	2,500	2,500	0	0.00
661-594-803.000	AUDITING SERVICES	945	995	995	995	0	0.00
661-594-804.000	BANKING CHARGES	485	500	500	500	0	0.00
661-594-806.000	COMPUTER SERVICES	0	200	200	200	0	0.00
661-594-820.000	SERVICE AGREEMENTS	540	605	605	605	0	0.00
661-594-842.000	UNEMPLOYMENT CLAIMS	0	0	0	0	0	0.00
661-594-850.000	TELEPHONE SERVICE	124	140	140	140	0	0.00
661-594-852.000	MISC COMM/INTERNET	93	85	85	85	0	0.00
661-594-860.000	TRANSPORTATION, LODGING & MEALS	0	50	50	50	0	0.00
661-594-900.000	PRINTING & PUBLISHING	0	0	0	0	0	0.00
661-594-931.000	EQUIPMENT REPAIRS	26,404	25,000	32,000	30,000	5,000	20.00
661-594-955.000	MEMBERSHIPS / DUES	388	365	365	365	0	0.00
661-594-956.001	TUITION REIMBURSEMENT	0	0	0	0	0	0.00
661-594-960.000	PROPERTY, LIABILITY & FLEET INSURANCE	37,552	43,185	43,185	43,185	0	0.00
661-594-968.000	DEPRECIATION	93,145	95,000	95,000	95,000	0	0.00
Totals for dept 594 - MOTOR POOL OPERATIONS		256,108	272,036	279,990	286,050	14,014	5.15

# MOTOR POOL FUND 661

## MOTOR POOL OPERATIONS

### ACTIVITY 594

### 2025 - 2026 BUDGET

702.003 SALARY – FINANCE DIRECTOR – provides five percent of the finance director’s salary.

702.401 SALARY - DPW SUPERINTENDENT- provides 5.5 percent (114.5 hours) of the DPW superintendent’s salary.

703.001 FULL-TIME CLERICAL WAGES – provides five percent of the accounts payable/payroll specialist’s wages.

703.401 FULL-TIME DPW SPECIALIST WAGES – provides 567 hours of DPW labor.

704.001 PART-TIME CLERICAL WAGES – provides 0 percent of the Accounts Receivable Specialist’s wages.

704.401 PART-TIME & SEASONAL DPW WAGES- provides 0 hours of general labor during higher activity months. These employees do not receive benefits.

710.000 FICA PAYROLL TAX – reflects the City’s share of payroll taxes according to the Federal Insurance Contributions Act. Current rates are 6.2 percent to Social Security and 1.45 percent to Medicare.

712.000 HEALTH INSURANCE – the City makes a high deductible health care plan with a health savings account available to all full-time employees. The city funds these plans at 80 percent with the employee responsible for the remaining 20 percent.

713.000 LIFE INSURANCE – the City provides tiered life insurance benefits to all full-time employees. Benefits are \$30,000, \$40,000 or \$50,000 based on position.

714.000 RETIREMENT PLAN CONTRIBUTIONS – the City provides a defined contribution retirement plan to employees based upon ten percent of base wages.

715.000 DISABILITY INSURANCE – the City provides disability benefits of two thirds base wages for a maximum of two years.

716.000 WORKERS COMPENSATION INSURANCE – reflects the City’s payment of workers’ compensation insurance which provides benefits to employees injured on the job.

725.000 EMPLOYEE ASSISTANCE PROGRAM – the City makes an employee assistance program (EAP) available to employees. The EAP provides professional coaching in wellness, substance abuse, emotional distress, work concerns, finances, traumatic events or any other crisis.

740.000 OPERATING SUPPLIES - miscellaneous supplies such as oil, grease, cleaning supplies, etc., for the vehicles and equipment.

757.000 FUEL PURCHASES – provides propane fuel for the fork lift.

758.000 DIESEL FUEL PURCHASES – provides diesel fuel for vehicles and equipment.

759.000 GASOLINE PURCHASES – provides gasoline for vehicles and equipment.

760.000 MINOR EQUIPMENT PURCHASES - provides equipment purchases costing less than the \$5,000 capitalization threshold but which will generate State rental rate income.

- Small Portable Generator \$1,100
- Battery Charger \$250
- Handheld Blower \$250

801.000 PROFESSIONAL & CONTRACTUAL SERVICES - provides funding on-site equipment maintenance and special projects.

803.000 AUDITING SERVICES - provides five percent of the annual audit fee by an independent certified public accounting firm.

804.000 BANKING CHARGES - reflects monthly banking service charges and deposit slip printing expense.

806.000 COMPUTER SERVICES – provides professional computer related services.

820.000 SERVICE AGREEMENTS - provides for recurring routine maintenance or service agreements.

842.000 UNEMPLOYMENT CLAIMS – the City is a reimbursing employer and does not pay unemployment insurance. Therefore, State benefits awarded to former employees are reimbursed by the City.

850.000 TELEPHONE SERVICE - provides telephone service for this activity.

852.000 MISC COMM/INTERNET – provides Internet services.

860.000 TRANSPORTATION, LODGING & MEALS - records travel expenditures to attend conferences and seminars, as well as other travel necessary to carry out the functions of this department.

900.000 PRINTING & PUBLISHING - provides for the publication of notices in local newspapers.

931.000 EQUIPMENT REPAIRS - provides for repair and/or replacement parts to maintain equipment.

955.000 MEMBERSHIPS / DUES - provides 14 percent of the annual membership to the Michigan Municipal League and the National League of Cities.

956.001 TUITION REIMBURSEMENT PROGRAM - provision for training classes, seminars, and higher education in accordance with the City of Otsego Employee Education Plan.

960.000 PROPERTY, LIABILITY & FLEET INSURANCE - provides property, liability and fleet insurance.

968.000 DEPRECIATION - a non-cash expense account that helps set aside funds for future replacement of existing equipment.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 661 - MOTOR POOL FUND  
APPROPRIATIONS  
Dept 901 - CAPITAL OUTLAY

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
661-901-976.000	CONTRACTOR EQUIPMENT	0	110,000	0	90,000	(20,000)	(18.18)
661-901-977.000	SHOP/DEPT EQUIPMENT	0	0	0	0	0	0.00
661-901-981.000	VEHICLES	0	24,631	28,912	50,000	25,369	103.00
Totals for dept 901 - CAPITAL OUTLAY		0	134,631	28,912	140,000	5,369	3.99
TOTAL APPROPRIATIONS		256,108	406,667	308,902	426,050	19,383	4.77
NET OF REVENUES/APPROPRIATIONS - FUND 661		69,812	(127,167)	2,991	(139,050)	(11,883)	9.34
BEGINNING FUND BALANCE		1,060,049	1,124,157	1,124,157	1,127,148	2,991	0.27
FUND BALANCE ADJUSTMENTS		(5,703)	0	0	0	(11,883)	9.34
ENDING FUND BALANCE		1,124,158	996,990	1,127,148	988,098	(8,892)	(0.89)

# MOTOR POOL FUND 661

## CAPITAL OUTLAY ACTIVITY 901 2025 - 2026 BUDGET

976.000 CONTRACTOR EQUIPMENT - provides for the purchase of unlicensed pieces of equipment in excess of the \$5,000 capitalization limit. The following equipment is scheduled to be purchased:

- New backhoe - \$90,000

977.000 SHOP/DEPT EQUIPMENT - allows for the purchase of new equipment to be used at the DPW facility to maintain the motor pool.

No new equipment is requested.

981.000 VEHICLES - provides for the purchase of licensed vehicles. Vehicles to be purchased through the State of Michigan are to be ordered in April, or early May, and delivered before June 30. The following equipment is scheduled to be purchased:

- New Pickup Truck for Water Operations or Superintendent - \$50,000

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SPECIAL ASSESSMENT CAPITAL IMPROVEMENT FUND

FUND 805 SUMMARY OF REVENUES & APPROPRIATIONS  
2026 - 2027 BUDGET

ESTIMATED REVENUES

SPECIAL ASSESSMENT REVENUE	\$ 2,130	
SPECIAL ASSESSMENT INTEREST	\$ 90	
INVESTMENT INTEREST	\$ 15,000	
<u>TRANSFERS IN &amp; OTHER FINANCING SOURCES</u>	<u>\$ 0</u>	
TOTAL ESTIMATED REVENUES		\$ 17,220

OTHER FINANCING USES

TRANSFER TO MAJOR STREETS	\$ 0	
<u>TRANSFER TO LOCAL STREETS</u>	<u>\$ 0</u>	
TOTAL APPROPRIATIONS		\$ 0

NET CHANGES IN FUND BALANCES \$ 17,220

PROJECTED BEGINNING FUND BALANCES \$ 525,806

PROJECTED ENDING FUND BALANCES \$ 543,026

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 805 - SPECIAL ASSM'T CAPT'L PROJECT FUND  
ESTIMATED REVENUES  
Dept 000 - REVENUE & BALANCE SHEET ACCTS

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
805-000-445.000	PENALTIES & INTEREST ON TAXES	0	0	0	0	0	0.00
805-000-451.000	SPECIAL ASSESSMENT REVENUE	2,722	2,130	0	2,130	0	0.00
805-000-665.000	INTEREST	23,203	15,000	19,500	15,000	0	0.00
805-000-665.001	SPECIAL ASSESSMENT INTEREST	213	143	143	90	(53)	(37.06)
Totals for dept 000 - REVENUE & BALANCE SHEET ACCTS		26,138	17,273	19,643	17,220	(53)	(0.31)

# SPECIAL ASSESSMENT CAPITAL IMPROVEMENT FUND 805

## ESTIMATED REVENUES

### ACTIVITY 000

### 2026 - 2027 BUDGET

665.000 INTEREST – records interest earned on deposits and investments.

665.000 SPECIAL ASSESSMENT INTEREST - beginning in the year 2000, special assessments include interest of 2.5 percent annually on the unpaid balance.

672.000 SPECIAL ASSESSMENT REVENUE - amount of special assessments to be billed on property taxes this fiscal year.

Special Assessments still outstanding include:

#112 - 2016 Phase I South Farmer Street Improvements payable through 2026.

#113 – 2017 Phase II South Farmer Street Improvements payable through 2027.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 805 - SPECIAL ASSM'T CAPT'L PROJECT FUND  
ESTIMATED REVENUES  
Dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
805-931-699.101	INTERFUND TRANSFER IN - GENERAL FUND	0	0	0	0	0	0.00
805-931-699.211	INTERFUND TRANSFER IN - STREET & BRIDGE	0	0	0	0	0	0.00
Totals for dept 931 - TRANSFERS IN & OTHER FINANCING SOURCES		0	0	0	0	0	0.00
TOTAL ESTIMATED REVENUES		26,138	17,273	19,643	17,220	(53)	(0.31)

SPECIAL ASSESSMENT CAPITAL IMPROVEMENT FUND 805

TRANSFERS IN & OTHER FINANCING SOURCES

ACTIVITY 931

2026 - 2027 BUDGET

699.101 TRANSFER IN FROM GENERAL FUND - records monies received from the City's General Fund in cases where the City may have acquired and subsequently sold a property owing a special assessment.

699.211 TRANSFER IN FROM STREET & BRIDGE FUND - records transfers in from this special revenue fund to provide additional funding for projects involving special assessments.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 805 - SPECIAL ASSM'T CAPT'L PROJECT FUND  
APPROPRIATIONS  
Dept 901 - CAPITAL OUTLAY

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
805-901-974.000	LAND IMPROVEMENTS	0	0	0	0	0	0.00
Totals for dept 901 - CAPITAL OUTLAY		0	0	0	0	0	0.00

SPECIAL ASSESSMENT CAPITAL IMPROVEMENT FUND 805

CAPITAL OUTLAY  
ACTIVITY 901  
2026 - 2027 BUDGET

974.000 CAPITAL OUTLAY – LAND IMPROVEMENTS- tracks improvements necessary to City property currently held for future development. These expenditures are expected to be recovered with the sale of the respective property.

BUDGET REPORT FOR CITY OF OTSEGO  
FISCAL YEAR 2026-2027

Fund 805 - SPECIAL ASSM'T CAPT'L PROJECT FUND  
APPROPRIATIONS  
Dept 966 - TRANSFERS OUT & OTHER FINANCING USES

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 APPROVED BUDGET	2026-27 APPROVED AMT CHANGE	2026-27 APPROVED % CHANGE
805-966-995.101	TRANSFER TO GENERAL FUND	0	0	0	0	0	0.00
805-966-995.202	TRANSFER TO MAJOR STREET FUND	0	0	0	0	0	0.00
805-966-995.203	TRANSFER TO LOCAL STREET FUND	0	0	0	0	0	0.00
805-966-995.591	TRANSFER TO WATER FUND	0	0	0	0	0	0.00
Totals for dept 966 - TRANSFERS OUT & OTHER FINANCING USES		0	0	0	0	0	0.00
TOTAL APPROPRIATIONS		0	0	0	0	0	0.00
NET OF REVENUES/APPROPRIATIONS - FUND 805		26,138	17,273	19,643	17,220	(53)	(0.31)
BEGINNING FUND BALANCE		480,024	506,163	506,163	525,806	19,643	3.88
ENDING FUND BALANCE		506,162	523,436	525,806	543,026	19,590	3.74
ESTIMATED REVENUES - ALL FUNDS		9,096,267	9,615,476	9,397,963	9,732,162	(408,363)	104.12
APPROPRIATIONS - ALL FUNDS		9,193,306	10,491,709	9,904,616	10,404,668	408,363	(104.12)
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		(97,039)	(876,233)	(506,653)	(672,506)		
BEGINNING FUND BALANCE - ALL FUNDS		15,429,227	15,271,966	15,271,966	14,765,313	(506,653)	(3.32)
FUND BALANCE ADJUSTMENTS - ALL FUNDS		(60,222)	0	0	0	(53)	(0.31)
ENDING FUND BALANCE - ALL FUNDS		15,271,966	14,395,733	14,765,313	14,092,807	(302,926)	(2.10)

SPECIAL ASSESSMENT CAPITAL IMPROVEMENT FUND 805

TRANSFERS OUT & OTHER FINANCING USES

ACTIVITY 966

2026 - 2027 BUDGET

995.101 TRANSFER TO GENERAL FUND - provides special assessment portion of sidewalk improvements.

995.202 TRANSFER TO MAJOR STREET FUND - provides special assessment portion for Major Street Fund construction project(s).

995.203 TRANSFER TO LOCAL STREET FUND - provides special assessment portion for Local Street Fund construction project(s).

995.591 TRANSFER TO WATER STREET FUND - provides special assessment portion for special Water Fund project – well closures on city-owned property.

