

MEETING AGENDA

Village Council of the Village of Shelby
Budget Work Session
Monday, February 7, 2022, 6:00 P.M.
218 N. Michigan Ave.
Shelby, MI 49455



Agenda Topics:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Additions to Agenda
5. Correspondence:
6. Public Participation:
7. Special Meeting Business:
 - a) FY2022-23 Budget Work Session **D**
8. Adjournment:

AR-Action Requested
D-Discussion Item

NEXT MEETING: **February 14, 2022**
NEXT RESOLUTION: 05-22
NEXT PROCLAMATION: 01-22
NEXT ORDINANCE: 01-22

DRAFT

Village of Shelby
Oceana County, Michigan

Fiscal Year 2022 – 2023 Budget, Capital Improvement Plan, and Strategic Plan

March 1, 2022



Phone: 231.861.4400 | www.shelbyvillage.com

218 N. Michigan Ave | Shelby, MI 49455



Fiscal Year 2022-23 Budget Message

Village of Shelby

February 3, 2022

Village President and Council Members:

Enclosed is the proposed 2022-2023 budget for the Village of Shelby. This budget includes funding for several priorities set by Village Council during the strategic planning session held July 2021 and includes several important projects that will have lasting impacts on the Village of Shelby. The Village has leveraged several million dollars of state and federal dollars to achieve many priorities set by Village Council. This budget message should give a clear overview of the budget and highlight key components that Council and the public will find interesting and informative. The typical budget cycle follows the schedule copied below.

August: Village Council Strategic Planning Session

September: Send out department budgets to staff.

October/November: Village Administrator/Department Head budget discussions.

December: Submit draft budget to Finance & Insurance Committee

January: Budget work session with full Council

February: Budget Hearing and Adoption

March: Fiscal Year Begins

It is the intention of this budget session to give a clear overview of the major items within this year's budget. Many of the items found in this budget include major upgrades to the Village's water and sewer system. Money has also been made available to complete several projects from the previous fiscal year.

The Village of Shelby is a service provider, and service provision costs are inherently dominated by personnel-related expenses. Personnel costs consist of employee salaries and benefits. The FY2022-23 proposes a 2% wage increase for all employees in the Village excluding the Village Administrator. This accounts for a total of \$643,049 in salary and benefit costs. Of these costs, \$311,386 are directly accounted for in the General Fund, while the remainder are accounted for in the Village's various other funds. Employee salaries and benefits account for 44% of the Village's proposed General Fund expenditures. The proposed wage scale is included as an attachment to this budget message.

General Fund

The primary source of revenue in the general fund is property tax and state shared revenue. It is anticipated this year that both sources of revenue will be relatively the same as last year. The general fund operates most of the activities of the Village including Village Council, Village Administrator, Clerk/Treasurer, Village Hall & Grounds, Police, DPW, Planning Commission, and

Parks & Recreation. The Village of Shelby adopted a Rental Inspection and Blight Ordinance in March 2020, but due to the Covid-19 pandemic the implementation has been stalled. A new Code Enforcement/Rental Inspection Department was initially planned for this fiscal year, but it will be important to finish the update to the Village's Ordinances before implementing the rental inspection and code enforcement program. It remains a high priority. If implementation is possible at the end of this budget cycle, amendments can be made at that time. It is most realistic for the program to be ready after March 2023.

The proposed budget identifies **\$709,602** in General Fund expenses including **\$50,000** to fund improvements to downtown and **\$20,000** to finish the design engineering and bidding for the Getty Park project. Revenues for 2022-23 are estimated at **\$689,602**, including **\$50,000** of the Village's American Rescue Plan Act (ARPA) funds. The General Fund budget will require a **\$20,000** fund balance transfer to cover the Village's match required for the Getty Park project and to balance the budget. The General Fund balance at fiscal year-end 2021 was **\$588,306**, up from **\$538,843** in 2020. The anticipated General Fund balance at fiscal year-end 2022 is **\$654,412**.

General Fund Highlights:

- **American Rescue Plan Act Funds.** The Village received the first half of the ARPA dollars, \$105,296, in 2021 and will receive the second half during this fiscal year. Village Council intends to use **\$55,000** to fund a Downtown Façade Grant Program, to purchase planters for downtown, to hire a planning consultant to assist with visioning exercises on the future of Michigan Avenue between Third and Fourth Streets, and to contribute **\$5,000 to the 2022 Fall Harvest Festival**. Consideration will also be given to use this money to take the steps to form a Downtown Development Authority (DDA).
- **Village Hall Improvements.** To increase sustainability and to save on long-term energy costs, the Village intends to replace all light fixtures at Village Hall to LEDs. The anticipated cost is **\$5,000**. In addition, this budget includes the purchase of a television and conference room camera/microphone to be used during Council and Committee meetings.
- **Website Upgrade.** To increase transparency and to improve communication with residents, businesses, and visitors, this budget includes **\$5,000** for the development of a new Village website. The goal is to provide a more user-friendly website to allow stakeholders to access Village information and to conduct business online when possible.

Projects from previous fiscal year:

- **Getty Park.** The design started for Getty Park last fiscal year and will be finished this fiscal year along with the creation of the bid packet. Construction was originally planned to take place this fiscal year, but due to the delay in receiving the National Park Service Project Agreement, construction will not commence until next fiscal year. The Village does plan to complete most of the site preparation this fall. Additionally,

due to the delay in receiving the National Park Service Project Agreement, we anticipate an approximately 20% increase to the total project cost. The new total project cost is estimated at \$781,000, up from \$646,000. Last fiscal year, \$35,856 was spent to begin the design work on the project. \$20,000 has been budgeted to finish the design and to complete the bid documents. After subtracting existing committed donations and expenses already incurred, the Village's General Fund liability will be approximately \$236,671. The Village continues to seek additional sources of revenue to reduce the burden on the General Fund balance. Notably, the Village is applying for a CDBG MEDC Public Gathering Spaces Initiative grant to enhance the project scope while reducing the Village's cost burden.

- Zoning Ordinance Update. The Planning Commission began the zoning ordinance rewrite project August 2021, and it will continue through the upcoming fiscal year. The project should be completed by September 2022. This will complete one of the last remaining requirements for MEDC RRC certification. Last year, the Village received a Technical Assistance Grant from the MEDC to cover 75% of the project cost. \$12,000 is budgeted this year to complete the project.
- General Law Ordinance Update. The Village began its General Law Ordinance update in the previous fiscal year and will finalize the updated Ordinance this fiscal year. The total project cost was \$6,800. \$1,360 is budgeted this year to complete General Law Ordinance update. In addition to the cost of services provided by American Legal Publishing, Parmenter Law will be involved in the project. Additional money was budgeted in the General Fund - Professional Services account to cover legal counsel's review for this project.
- Agenda Management Software. With the purchase of tablets in 2020, an agenda management software was placed in last year's budget to increase efficiency in agenda development and to ensure the tablets are used to their full potential. The project was unable to be completed in FY2021-22. \$3,300 has been carried over to this fiscal year to purchase agenda management software.
- Pocket Park. The Downtown Pocket Park will be completed in FY2022-23. DPW will install the shade structure, benches, picnic tables, and water bottle filling station. One sign will be placed in the park, and one will be placed on the Hart-Montague Trail. This budget includes \$5,000 to complete the landscaping throughout the park.

Major and Local Streets

Designation of (and criteria for) Major and Local Streets is established by the Michigan Department of Transportation (MDOT). Major streets are the major traffic routes within the Village of Shelby. The primary source of revenue for this fund is money received from the State through Act 51. The Local Street System receives less per mile funding for maintenance and repair from the state gas and weight tax revenues than does the Major Street System. In

addition to Act 51, the Village of Shelby has a dedicated millage for the purpose of funding road projects in the Local Streets Fund.

The projected revenues not including transfer from reserves, for the Major Streets Fund are \$312,450 and \$291,200 in the Local Streets Fund. With a fund balance over \$860,000 in Major Streets and \$1,150,000 in Local Streets, the Village intends to take an aggressive approach on street repaving projects in the upcoming years. Moving forward, the necessary design engineering and bidding for road projects will be completed in the fiscal year prior to the road construction. This fiscal year includes \$130,050 in Local Streets and \$52,050 in Major Streets for design engineering and bidding for roads that will be repaved in FY2023-24. The following table includes major and local streets that will get repaved in FY2023-24 and FY2024-25. The exact repaving schedule will be finalized during the year to coordinate with watermain replacement.

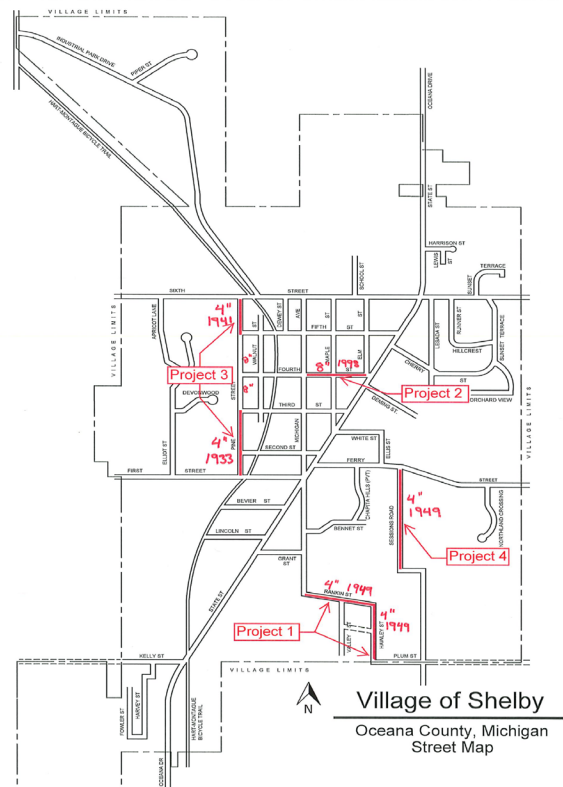
Street	From	To	Estimated Cost	Watermain Age	Estimated Cost	
Third St. (L & M)	Pine St.	State St.	\$100,000	1941	\$255,000	*
Maple St. (M)	White St.	Fourth St.	\$50,000	1941	\$90,000	*
Walnut St.	Sixth St.	Fifth St.	N/A	1941	\$90,000	
S. Michigan Ave. (L)	Rankin St.	First St.	\$68,000	1944	\$210,000	
Bennet St. (L)	S. Michigan Ave.	Dead end	\$37,000	1944	\$67,500	
Lincoln St. (M)	Rail Trail	Sixth St.	\$37,000	1944	\$75,000	
Plum St. (L)	Hawley St.	Sessions Rd.	\$26,000	1949	\$75,000	*
Deming St. (L)	State St.	Dead end	\$29,000	1949	\$60,000	*
Lesada St. (L)	Sixth St.	Dead end	\$64,000	1949	\$165,000	*
Runner St. (L)	Sixth St.	Hillcrest	\$45,000	1949	\$120,000	
Hillcrest (L)	Runner St.	S. Sunset Terrace	\$24,000	1949	\$67,500	*
N. Sunset Terrace (L)	Sixth St.	Dead end	\$37,000	1949	\$90,000	*
Sixth St. (L & M)	E. Village limit	W. Village limit	\$275,000	1949	\$255,000	*
White St. (L)	Maple St.	Ellis St.	\$29,000	1949	\$112,500	
Harrison St. (L)	State St.	Dead end	\$29,000	1949	\$105,000	
Lewis St. (L)	Harrison St.	Dead end	\$8,000	1949	\$30,000	*
Cherry St. (L)	State St.	Lesada St.	\$37,000	1955	N/A	*
S. Sunset Terrace (L)	Sixth St.	Hillcrest	\$37,000	1955	N/A	*
Grant St. (L)	State St.	Michigan Ave.	\$40,000	1968	N/A	*
Ellis St. (L)	Ferry St.	White St.	\$22,000	1970	N/A	*
Fifth St. (L & M)	Rail Trail	State St.	\$68,000	1971	N/A	*
Harvey St. / Fowler St. (L)	Kelly St.	Dead end	\$125,000	1989	N/A	*
Devonwood (L)	Elliot St.	Dead end	\$27,000	2005	N/A	*
			\$1,214,000		\$1,867,500	
* Listed on 2012 Village of Shelby Transportation Asset Management Plan						
(L) Local Street						
(M) Major Street						

Major and Local Street Highlights

- **6th Street Sidewalk.** The 6th Street sidewalk replacement has been designed and bid for completion this fiscal year. Shelby Township is sharing in the cost of this project as a

portion of the sidewalk falls outside of Village limits. The total cost of the project is estimated at \$148,000. The Village budget includes **\$112,000** to complete its portion.

- **Street Line Repainting.** The Village has included \$5,000 in both the Local and Major Street Funds to hire a contractor to repaint all street lines, cross walks, parking spaces, and curbs in the Village.
- **First Street and Ferry Street.** Shelby Township has offered to allocate a portion of its street funding to complete First Street and Ferry Street within the Village. The Oceana County Road Commission will design and bid the project. Construction would likely start in October 2022 after the watermain on First Street is completed.
- **MDOT Category B Grant.** In 2020, the Village received an MDOT grant to resurface five roads throughout the Village. The project was held off until 2022 to coordinate with the EGLE Drinking Water State Revolving Fund (DWSRF) project that includes replacing a portion of the watermain on 4th Street. The total project cost for the MDOT grant is \$273,500. The Village of Shelby is required to match 50% of the project cost. There are both local and major streets being resurfaced. The project includes a 1.5" mill and resurface on Hawley Street & Rankin Street (local), a 1.5" mill and resurface on Fourth Street (major), a 1.5" mill and resurface on Pine Street (major), and a 3" mill and resurface on Sessions Road (local).



Water

The Water fund is an enterprise fund. It stands alone as a separate operating fund for the water system. The Village of Shelby provides water to all residents and businesses in the Village from four wells and one elevated water tank.

Water Fund Highlights

- **Water Rate Increase.** Village Council passed a resolution on December 28, 2020, increasing water rates effective March 1, 2021, and 5% every fiscal year for five years. Beginning March 1, 2022, a 5% increase will be added to the existing water rates. The

additional revenue will be used to fund upcoming capital improvements that are needed within the Village's water system.

- EGLE Drinking Water State Revolving Fund (DWSRF). The Michigan Clean Water Plan allocated \$207 million for drinking water quality projects. As part of the \$207 million, \$102 million was allocated for Lead Service Line Replacement in Disadvantaged Communities and \$35 million was allocated for Non-Lead Drinking Water Infrastructure Grants. The Village applied for funding through the DWSRF and was selected. The Village will receive \$1,920,000 in loan forgiveness to replace up to 667 lead service lines throughout the Village. In addition, the Village received a \$621,000 grant to replace 12,500 linear feet of watermain. The total project cost for all the water infrastructure improvements is \$4,085,000 with \$2,541,000 being covered by loan forgiveness/grant. The remaining balance, \$1,544,000 will be covered by a low interest bond. The Village is set to make its last Water Fund bond payment in July 2022. The new DWSRF bond will replace the old bond. The payments on the new bond are estimated to be slightly lower than the existing bond payment.
- Future Watermain Replacement. After completion of the DWSRF bond process, the Village will investigate the feasibility of replacing all watermain older than 1949 utilizing the USDA Water & Waste Disposal Loan & Grant Program and/or other grant opportunities.

Sewer

The Sewer fund is an enterprise fund. It stands alone as a separate operating fund for the wastewater collection system. The sole revenue source is the utility rates charged to customers using the system. Village Council passed a resolution on November 22, 2021, increasing sewer rates by 10% for the primary purpose of covering the cost of the USDA Sewer Bond refinance. The USDA Sewer Bond was recently refunded by a bond issued by Shelby State Bank on a 15-year term, reducing the existing term by nine years. The bond refinance will save the Village \$1.3 million over the life of the bond. In 2018, The Village of Shelby applied for a Stormwater Asset Management and Wastewater (SAW) Grant through EGLE to perform an inventory and condition assessment of the sewer system. This report is used for planning the necessary capital improvement projects.

Sewer Fund Highlights

- CDBG MEDC Water Related Infrastructure Grant. The Village received a grant to replace the Harvey Street lift station, the Industrial Drive lift station, and drill a new well to replace Well #2. The total project cost is estimated at \$850,000. The Village committed to a 25% match equaling \$212,500. A portion of this match, \$37,500, will come from the Water Fund.
- Improvements at Lagoons. All aeration diffuser membranes at the lagoons have reached their useful life. \$40,000 has been budgeted in the Sewer Fund to replace this infrastructure.

Equipment

Revenues in this fund are primarily generated from the rental rates for the use of the public works vehicles and equipment by the various departments and funds of the Village. The equipment fund has a very well-funded fund balance.

Equipment Fund Highlights

- **New Plow Truck.** The capital improvement plan calls for replacing the 1999 Sterling 5-yard plow truck with underbody scrapper blade with a similar plow truck. Upon recommendation from the DPW Supervisor, the Village plans to refurbish the 1999 Sterling 5-yard plow truck instead of purchasing a new truck. The estimated cost is **\$110,000**.
- **Ford F-250.** Due to supply chain delays, the 2022 Ford F-250 work order truck was not ready last fiscal year. **\$25,000** has been carried over to this fiscal year to purchase the truck.

Budget Summary

Fund 101 - GENERAL FUND	2021-22 Original Budget	2021-22 Amended Budget	2022-23 Budget
TOTAL ESTIMATED REVENUES	724,910	722,515	689,602
APPROPRIATIONS	2021-22 Original Budget	2021-22 Amended Budget	2022-23 Budget
Totals for dept 101.000 - VILLAGE COUNCIL	16,895	16,895	15,198
Totals for dept 215.000 - VILLAGE CLERK	15,197	18,021	19,505
Totals for dept 253.000 - VILLAGE TREASURER	11,642	11,642	15,051
Totals for dept 255.000 - VILLAGE ADMINISTRATOR	20,344	26,598	23,216
Totals for dept 265.000 - VILLAGE HALL/GROUNDS	19,670	19,670	21,695
Totals for dept 299.000 - OTHER GENERAL GOVT	55,550	55,550	112,150
Totals for dept 301.000 - POLICE DEPT	295,359	295,359	316,997
Totals for dept 400.000 - Planning Commission	9,353	25,273	16,140
Totals for dept 441.000 - DEPT OF PUBLIC WORKS	47,925	52,981	51,949
Totals for dept 448.000 - ST LIGHTING, CROSS/CHRIST.	30,000	30,000	35,000
Totals for dept 528.000 - WASTE COLLECTION FEES	5,000	5,000	5,000
Totals for dept 691.000 - PARKS RECREATION	197,975	163,281	77,701
TOTAL APPROPRIATIONS	724,910	720,270	709,602
		Change in Fund Balance	(20,000)

Fund 202 - MAJOR STREET	2021-22 Original Budget	2021-22 Amended Budget	2022-23 Budget
TOTAL ESTIMATED REVENUES	261,200	261,200	312,450

APPROPRIATIONS	2021-22 Original Budget	2021-22 Amended Budget	2022-23 Budget
Totals for dept 451.000 - CONSTRUCTION	72,000	12,700	270,029
Totals for dept 463.000 - ROUTINE MAINTENANCE	87,374	85,374	45,209
Totals for dept 474.000 - TRAFFIC SERVICES	5,347	5,347	2,814
Totals for dept 478.000 - WINTER MAINTENANCE	40,669	40,669	40,310
Totals for dept 482.000 - BOOKKEEPING-ADMINISTRATION	25,833	26,019	27,938
TOTAL APPROPRIATIONS	231,223	170,109	386,300
		Change in Fund Balance	(73,850)

Fund 203 - LOCAL STREET	2021-22 Original Budget	2021-22 Amended Budget	2022-23 Budget
TOTAL ESTIMATED REVENUES	327,156	216,550	291,200

APPROPRIATIONS	2021-22 Original Budget	2021-22 Amended Budget	2022-23 Budget
Totals for dept 451.000 - CONSTRUCTION	171,000	1,000	298,850
Totals for dept 463.000 - ROUTINE MAINTENANCE	86,021	86,021	44,362
Totals for dept 474.000 - TRAFFIC SERVICES	3,849	4,049	2,064
Totals for dept 478.000 - WINTER MAINTENANCE	41,311	41,341	40,348
Totals for dept 482.000 - BOOKKEEPING-ADMINISTRATION	26,175	25,191	27,776
TOTAL APPROPRIATIONS	328,356	157,602	413,400
		Change in Fund Balance	(122,200)

Fund 590 - SEWER FUND	2021-22 Original Budget	2021-22 Amended Budget	2022-23 Budget
TOTAL ESTIMATED REVENUES	399,256	402,256	962,125

APPROPRIATIONS	2021-22 Original Budget	2021-22 Amended Budget	2022-23 Budget
TOTAL APPROPRIATIONS	400,156	402,156	1,157,955
		Change in Fund Balance	(195,830)

Fund 591 - WATER FUND	2021-22 Original Budget	2021-22 Amended Budget	2022-23 Budget
TOTAL ESTIMATED REVENUES	316,436	337,940	770,055

APPROPRIATIONS	2021-22 Original Budget	2021-22 Amended Budget	2022-23 Budget
TOTAL APPROPRIATIONS	307,403	332,333	775,692
		Change in Fund Balance	(5,637)

Fund 661 - EQUIPMENT POOL FUND	2021-22 Original Budget	2021-22 Amended Budget	2022-23 Budget
TOTAL ESTIMATED REVENUES	160,096	167,048	102,500

APPROPRIATIONS	2021-22 Original Budget	2021-22 Amended Budget	2022-23 Budget
TOTAL APPROPRIATIONS	160,096	160,096	238,500
		Change in Fund Balance	(135,000)

Village of Shelby Salary and Wage Schedule
 2% Cost of Living Increase - Effective March 1, 2022

	<u>2022</u>	<u>Mar-22</u>	<u>2023</u>
Clerk/Treasurer		2%	Wage scale moves to the wage scale from March 1 of the previous year until next cost of living increase on March 1, 2023.
Start	\$37,440.00	\$38,188.80	
After one year service	\$40,367.60	\$41,174.95	
After two years service	\$43,295.20	\$44,161.10	
After three years service	\$46,222.80	\$47,147.26	
After four years service	\$49,150.40	\$50,133.41	
Deputy Clerk/Treasurer (Part-Time)			
Start	\$14.40	\$14.69	
After one year service	\$15.53	\$15.84	
After two years service	\$16.65	\$16.98	
After three years service	\$17.78	\$18.14	
After four years service	\$18.90	\$19.28	
Police Chief			
Start	\$55,000.00	\$56,100.00	
After one year service	\$57,000.00	\$58,140.00	
After two years service	\$59,000.00	\$60,180.00	
After three years service	\$61,000.00	\$62,220.00	
After four years service	\$63,000.00	\$64,260.00	
Police Officer			
Start	\$48,048.00	\$49,008.96	
After one year service	\$49,140.00	\$50,122.80	
After two years service	\$50,232.00	\$51,236.64	
After three years service	\$51,324.00	\$52,350.48	
After four years service	\$52,416.00	\$53,464.32	
Part-Time Police Officer	\$17.00	\$17.34	
DPW Supervisor			
Start	\$51,000.00	\$52,020.00	
After one year service	\$53,000.00	\$54,060.00	
After two years service	\$55,000.00	\$56,100.00	
After three years service	\$57,000.00	\$58,140.00	
After four years service	\$59,000.00	\$60,180.00	
DPW Laborer			
Start	\$37,440.00	\$38,188.80	
After one year service	\$39,520.00	\$40,310.40	
After two years service	\$41,600.00	\$42,432.00	
After three years service	\$43,680.00	\$44,553.60	
After four years service	\$45,760.00	\$46,675.20	
DPW Laborer (Part-Time)	\$14.00	\$14.28	
Custodian	\$13.00	\$13.26	

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 RECOMMENDED BUDGET	2022-23 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 000.000						
101-000.000-403.000	CURRENT PROP TAXES	274,000	285,000	285,851	285,000	
101-000.000-405.000	PILOT REVENUES	6,000	6,000	4,606	7,500	
101-000.000-407.000	DELINQUENT PROP TAXES	45,000	45,000	42,588	45,000	
101-000.000-451.000	BUSINESS LICENSES-PERMITS	100	115	115	100	
101-000.000-528.000	OTHER FEDERAL GRANTS				55,000	
101-000.000-543.000	PD 302 STATE FUNDING	500	500		500	
101-000.000-569.000	STATE GRANTS - LIQUOR FEES	1,300	1,300	1,476	1,300	
101-000.000-569.100	OTHER STATE GRANTS		16,590	16,590		
101-000.000-573.000	PERSONAL PROPERTY TAX REIMBURSEMEN	8,000	8,500	8,446	8,000	
101-000.000-574.000	STATE REVENUE SHARING	178,000	178,000	175,920	191,000	
101-000.000-580.000	STATE REVENUE EVIP	50,000	50,000	41,252	50,000	
101-000.000-590.000	TRSNF FROM RESERVES	123,760	56,760		20,000	
101-000.000-607.000	Zoning Permit Fees	500	500	220	500	
101-000.000-618.000	TAX COLLECTION FEES	4,000	4,000	594	4,200	
101-000.000-645.000	LEAF BAGS	50	50	30	50	
101-000.000-652.000	POLICE FINES, FEES, REPORTS	500	500	350	500	
101-000.000-652.100	DUIL RESTITUTIONS		500	500		
101-000.000-657.000	DISTRICT COURT FINES			33		
101-000.000-664.000	INTEREST EARNED	3,200	3,200	3,037	3,200	
101-000.000-667.000	BUILDING RENTAL	24,000	24,000	18,000	24,000	
101-000.000-671.100	SHELBY SPONSORSHIP EVENTS			500		
101-000.000-695.000	MISC. REVENUES	6,000	42,000	41,556	13,752	
Totals for dept 000.000 -		724,910	722,515	641,664	709,602	
TOTAL ESTIMATED REVENUES		724,910	722,515	641,664	709,602	

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 RECOMMENDED BUDGET	2022-23 APPROVED BUDGET
APPROPRIATIONS						
Dept 101.000 - VILLAGE COUNCIL						
101-101.000-702.000	SALARIES & WAGES	15,000	15,000	12,950	12,750	
101-101.000-714.000	MEDICARE EXPENSE	220	220	188	255	
101-101.000-715.000	PAYROLL W/H FICA	975	975	803	893	
101-101.000-860.000	MILEAGE & MEALS	100	100	34	100	
101-101.000-864.000	CONFERENCES & WORKSHOPS	600	600	71	1,200	
Totals for dept 101.000 - VILLAGE COUNCIL		16,895	16,895	14,046	15,198	
Dept 215.000 - VILLAGE CLERK						
101-215.000-702.000	SALARIES & WAGES	4,790	7,400	6,633	8,409	
101-215.000-702.100	WAGES PART TIME ADMIN. ASST.	1,556	1,556	1,291	1,319	
101-215.000-714.000	MEDICARE EXPENSE	93	150	115	137	
101-215.000-715.000	PAYROLL W/H FICA	393	550	494	592	
101-215.000-715.100	PAYROLL W/H RETIREMENT	192	192	171	428	
101-215.000-716.000	HOSPITALIZATION	2,220	2,220	1,689	2,040	
101-215.000-717.000	DENTAL INSURANCE	70	70	27	144	
101-215.000-718.000	LIFE INSURANCE	25	36	31	24	
101-215.000-719.000	VISION	58	58	25	42	
101-215.000-727.000	OFFICE SUPPLIES-GEN	1,500	1,600	1,780	2,000	
101-215.000-742.000	PRINTING SERVICES-OFFICE	700	1,100	1,024		
101-215.000-801.000	PROFESSIONAL SERVICES	2,400	1,839	1,956	2,400	
101-215.000-858.000	MEMBERSHIPS & DUES	100	100	60	70	
101-215.000-860.000	MILEAGE & MEALS	100	100		100	
101-215.000-864.000	CONFERENCES & WORKSHOPS	200	200		200	
101-215.000-900.000	PRINTING - PUBLISHINGS	800	850	802	1,500	
101-215.000-956.000	MISCELLANEOUS			131	100	
Totals for dept 215.000 - VILLAGE CLERK		15,197	18,021	16,229	19,505	
Dept 253.000 - VILLAGE TREASURER						
101-253.000-702.000	SALARIES & WAGES	4,790	4,790	4,833	5,209	
101-253.000-702.100	WAGES PART TIME	1,556	1,556	1,291	1,319	
101-253.000-714.000	MEDICARE EXPENSE	93	93	90	132	
101-253.000-715.000	PAYROLL W/H FICA	393	393	384	458	
101-253.000-715.100	PAYROLL W/H RETIREMENT	192	192	171	313	
101-253.000-716.000	HOSPITALIZATION	2,220	2,034	1,712	2,040	
101-253.000-717.000	DENTAL INSURANCE	70	70	27	144	
101-253.000-718.000	LIFE INSURANCE	25	36	31	24	
101-253.000-719.000	VISION	58	58	25	42	
101-253.000-727.000	OFFICE SUPPLIES-GEN	500	500	511	2,000	
101-253.000-800.000	SERVICES	1,500	1,250	1,634	2,820	
101-253.000-851.000	COMMUNICATIONS PHONE	75	75			
101-253.000-858.000	MEMBERSHIPS & DUES		75	75	50	
101-253.000-864.000	CONFERENCES & WORKSHOPS	70	70			
101-253.000-900.000	PRINTING - PUBLISHINGS	100	350	346	500	
101-253.000-956.000	MISCELLANEOUS		100	87		
Totals for dept 253.000 - VILLAGE TREASURER		11,642	11,642	11,217	15,051	
Dept 255.000 - VILLAGE ADMINISTRATOR						
101-255.000-702.000	SALARIES & WAGES	13,926	19,500	17,564	15,835	
101-255.000-714.000	MEDICARE EXPENSE	220	220	257	317	
101-255.000-715.000	PAYROLL W/H FICA	820	1,250	1,100	1,109	
101-255.000-715.100	PAYROLL W/H RETIREMENT		300	258	951	
101-255.000-716.000	HOSPITALIZATION	1,480	1,480	793	1,440	
101-255.000-717.000	DENTAL INSURANCE	188	188	100	168	
101-255.000-718.000	LIFE INSURANCE	45	65	58	48	

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APPROPRIATIONS						
Dept 255.000 - VILLAGE ADMINISTRATOR						
101-255.000-719.000	VISION	65	65	4	48	
101-255.000-727.000	OFFICE SUPPLIES-GEN	600	580	59	600	
101-255.000-858.000	MEMBERSHIPS & DUES	1,500	1,450	210	1,000	
101-255.000-860.000	MILEAGE & MEALS	300	300	256	400	
101-255.000-864.000	CONFERENCES & WORKSHOPS	1,200	1,200	375	1,200	
101-255.000-956.000	MISCELLANEOUS				100	
Totals for dept 255.000 - VILLAGE ADMINISTRATOR		20,344	26,598	21,034	23,216	
Dept 265.000 - VILLAGE HALL/GROUNDS						
101-265.000-702.000	SALARIES & WAGES	3,380	3,380	2,121	3,159	
101-265.000-714.000	MEDICARE EXPENSE	40	40	31	64	
101-265.000-715.000	PAYROLL W/H FICA	150	150	132	222	
101-265.000-740.000	GEN OPER SUPPLIES	1,000	525	388	500	
101-265.000-775.000	REPAIR/MAINT SUPPLIES	500	500	299	5,000	
101-265.000-851.000	COMMUNICATIONS PHONE	4,500	4,500	3,944	4,500	
101-265.000-910.000	INSURANCES	5,500	5,500	877	1,500	
101-265.000-917.000	SEWER UTILITIES	350	350	277	350	
101-265.000-918.000	WATER UTILITY	200	200	204	350	
101-265.000-920.000	PUBLIC UTILITIES - CONSUMERS	3,500	3,500	2,882	3,500	
101-265.000-921.000	PUBLIC UTILITIES - MICH CON	450	450	712	450	
101-265.000-930.000	CONTRACTED REPAIRS/MAINT		475	475	2,000	
101-265.000-956.000	MISCELLANEOUS	100	100	55	100	
Totals for dept 265.000 - VILLAGE HALL/GROUNDS		19,670	19,670	12,397	21,695	
Dept 299.000 - OTHER GENERAL GOVT						
101-299.000-800.000	SERVICES	8,300	8,550	8,122	8,400	
101-299.000-801.000	PROFESSIONAL SERVICES	30,000	29,000	23,453	35,000	
101-299.000-807.000	AUDIT FEES	6,000	7,200	7,165	7,400	
101-299.000-858.000	MEMBERSHIPS & DUES			1,602	1,600	
101-299.000-910.000	INSURANCES	10,000	10,000	9,290	10,000	
101-299.000-916.000	WORKMANS COMP INS.	150	200	179	250	
101-299.000-916.100	UNEMPLOYMENT INS.	1,000	400	80	1,500	
101-299.000-956.000	MISCELLANEOUS	100	200	192	48,000	
Totals for dept 299.000 - OTHER GENERAL GOVT		55,550	55,550	50,083	112,150	
Dept 301.000 - POLICE DEPT						
101-301.000-702.000	SALARIES & WAGES	177,787	177,787	172,893	190,000	
101-301.000-702.100	WAGES PART TIME	31,552	25,199	11,856	16,473	
101-301.000-714.000	MEDICARE EXPENSE	2,660	2,660	2,734	4,121	
101-301.000-715.000	PAYROLL W/H FICA	10,000	10,000	11,689	14,421	
101-301.000-715.100	PAYROLL W/H RETIREMENT	7,112	7,112	6,034	10,272	
101-301.000-716.000	HOSPITALIZATION	12,053	18,406	24,673	29,400	
101-301.000-717.000	DENTAL INSURANCE	1,161	1,161	868	2,820	
101-301.000-718.000	LIFE INSURANCE	444	600	573	240	
101-301.000-719.000	VISION	490	490	503	900	
101-301.000-727.000	OFFICE SUPPLIES-GEN	1,200	300	10	300	
101-301.000-740.000	GEN OPER SUPPLIES	5,600	4,250	882	5,600	
101-301.000-744.000	UNIFORMS	1,800	1,800	1,742	1,800	
101-301.000-744.100	UNIFORMS -MAINTENANCE	50	50	38	50	
101-301.000-775.000	REPAIR/MAINT SUPPLIES		600	560		
101-301.000-800.000	SERVICES	1,500	1,500	1,223	4,500	
101-301.000-851.000	COMMUNICATIONS PHONE	1,500	1,500	1,748	1,700	
101-301.000-858.000	MEMBERSHIPS & DUES	200	750	775	600	
101-301.000-860.000	MILEAGE & MEALS	350	350	193	350	

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APPROPRIATIONS						
Dept 301.000 - POLICE DEPT						
101-301.000-862.000	TRAINING-LOCAL	200	700	675	800	
101-301.000-862.300	PA 302 EXPENDITURES	500	500	431	500	
101-301.000-864.000	CONFERENCES & WORKSHOPS				700	
101-301.000-866.000	SCHOOL CROSSING GUARDS	6,000	7,350	7,348	7,500	
101-301.000-910.000	INSURANCES	11,000	11,000	8,752	10,000	
101-301.000-916.000	WORKMANS COMP INS.	10,000	9,094	1,553	1,750	
101-301.000-943.000	EQUIPMENT RENTAL	12,000	12,000	8,000	12,000	
101-301.000-956.000	MISCELLANEOUS	200	200		200	
Totals for dept 301.000 - POLICE DEPT		295,359	295,359	265,753	316,997	
Dept 400.000 - Planning Commission						
101-400.000-702.000	SALARIES & WAGES	2,000	2,000	1,800	2,880	
101-400.000-714.000	MEDICARE EXPENSE	29	29	26	58	
101-400.000-715.000	PAYROLL W/H FICA	124	124	112	202	
101-400.000-801.000	PROFESSIONAL SERVICES	6,200	22,120	7,393	12,000	
101-400.000-864.000	CONFERENCES & WORKSHOPS	1,000	1,000		1,000	
Totals for dept 400.000 - Planning Commission		9,353	25,273	9,331	16,140	
Dept 441.000 - DEPT OF PUBLIC WORKS						
101-441.000-702.000	SALARIES & WAGES	13,371	18,000	21,250	17,955	
101-441.000-714.000	MEDICARE EXPENSE	194	300	308	341	
101-441.000-715.000	PAYROLL W/H FICA	829	1,150	1,318	1,191	
101-441.000-715.100	PAYROLL W/H RETIREMENT	498	498	273	1,021	
101-441.000-716.000	HOSPITALIZATION	924	924	988	2,442	
101-441.000-717.000	DENTAL INSURANCE	71	71	75	144	
101-441.000-718.000	LIFE INSURANCE	45	60	54	48	
101-441.000-719.000	VISION	43	43	32	57	
101-441.000-727.000	OFFICE SUPPLIES-GEN	400	400	493	500	
101-441.000-740.000	GEN OPER SUPPLIES	1,500	1,500	1,853	2,000	
101-441.000-775.000	REPAIR/MAINT SUPPLIES	300	300	288	300	
101-441.000-818.000	CONTRACTURAL SERVICES	2,500	2,350	130	500	
101-441.000-851.000	COMMUNICATIONS PHONE	3,200	3,200	1,760	2,000	
101-441.000-858.000	MEMBERSHIPS & DUES	500	500	60		
101-441.000-860.000	MILEAGE & MEALS	100	100	88		
101-441.000-864.000	CONFERENCES & WORKSHOPS	500	500			
101-441.000-910.000	INSURANCES	1,000	1,000	829	1,000	
101-441.000-916.000	WORKMANS COMP INS.	250	300	279	500	
101-441.000-917.000	SEWER UTILITIES	300	300	303	350	
101-441.000-918.000	WATER UTILITY	200	200	184	250	
101-441.000-920.000	PUBLIC UTILITIES - CONSUMERS	3,500	3,500	3,169	3,500	
101-441.000-921.000	PUBLIC UTILITIES - MICH CON	3,500	3,500	3,823	3,500	
101-441.000-930.000	CONTRACTED REPAIRS/MAINT	500	650	648	650	
101-441.000-931.000	BUILDING REPAIRS/MAINT.	1,000	1,000	202	1,000	
101-441.000-943.000	EQUIPMENT RENTAL	12,000	12,000	7,672	12,000	
101-441.000-956.000	MISCELLANEOUS	200	135		200	
101-441.000-976.000	BUILDING & YARDS IMPROVEMENT	500	500			
101-441.000-976.500	OFFSITE IMPROVE TREES				500	
Totals for dept 441.000 - DEPT OF PUBLIC WORKS		47,925	52,981	46,079	51,949	
Dept 448.000 - ST LIGHTING, CROSS/CHRIST.						
101-448.000-923.000	STREET LIGHTS	30,000	30,000	30,436	35,000	
Totals for dept 448.000 - ST LIGHTING, CROSS/CHRIST.		30,000	30,000	30,436	35,000	
Dept 528.000 - WASTE COLLECTION FEES						

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APPROPRIATIONS						
Dept 528.000 - WASTE COLLECTION FEES						
101-528.000-818.000	CONTRACTURAL SERVICES	5,000	5,000	3,283	5,000	
Totals for dept 528.000 - WASTE COLLECTION FEES		5,000	5,000	3,283	5,000	
Dept 691.000 - PARKS RECREATION						
101-691.000-702.000	SALARIES & WAGES	13,371	21,000	21,236	17,490	
101-691.000-714.000	MEDICARE EXPENSE	194	350	309	345	
101-691.000-715.000	PAYROLL W/H FICA	829	1,300	1,320	1,200	
101-691.000-715.100	PAYROLL W/H RETIREMENT	497	497	273	1,025	
101-691.000-716.000	HOSPITALIZATION	924	924	988	2,442	
101-691.000-717.000	DENTAL INSURANCE	72	72	75	144	
101-691.000-718.000	LIFE INSURANCE	45	45	49	48	
101-691.000-719.000	VISION	43	43	32	57	
101-691.000-740.000	GEN OPER SUPPLIES	100	100	87	100	
101-691.000-775.000	REPAIR/MAINT SUPPLIES	1,000	1,000	407	1,500	
101-691.000-801.000	PROFESSIONAL SERVICES	2,800	2,800		2,750	
101-691.000-802.000	SHELBY SPONSORED EVENT		4,250	4,250	5,000	
101-691.000-802.100	CHRISTMAS TREE LIGHTING			543		
101-691.000-818.000	CONTRACTURAL SERVICES	6,000	4,100	4,166	4,200	
101-691.000-910.000	INSURANCES	500	500	255	500	
101-691.000-918.000	WATER UTILITY	1,500	3,000	2,169	2,000	
101-691.000-920.000	PUBLIC UTILITIES - CONSUMERS	1,600	1,600	1,791	1,600	
101-691.000-930.000	CONTRACTED REPAIRS/MAINT	4,000	500			
101-691.000-943.000	EQUIPMENT RENTAL	13,000	13,000	12,064	11,000	
101-691.000-967.000	PROJECT COSTS	500	20,300	13,905	5,400	
101-691.000-967.100	GETTY PARK RENOVATION	150,000	87,000	33,839	20,000	
101-691.000-976.000	BUILDING & YARDS IMPROVEMENT	500	500	530	750	
101-691.000-976.200	TREE/FLOWER	500	400		150	
Totals for dept 691.000 - PARKS RECREATION		197,975	163,281	98,288	77,701	
TOTAL APPROPRIATIONS		724,910	720,270	578,176	709,602	
NET OF REVENUES/APPROPRIATIONS - FUND 101			2,245	63,488		
BEGINNING FUND BALANCE		249,424	249,424	249,424	312,912	312,912
ENDING FUND BALANCE		249,424	251,669	312,912	312,912	312,912

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ESTIMATED REVENUES						
Dept 000.000						
103-000.000-664.000	INTEREST EARNED	5,000	5,000	411	5,000	
Totals for dept 000.000 -		5,000	5,000	411	5,000	
TOTAL ESTIMATED REVENUES						
		5,000	5,000	411	5,000	
NET OF REVENUES/APPROPRIATIONS - FUND 103						
		5,000	5,000	411	5,000	
BEGINNING FUND BALANCE		338,702	338,702	338,702	339,113	339,113
ENDING FUND BALANCE		343,702	343,702	339,113	344,113	339,113

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ESTIMATED REVENUES						
Dept 000.000						
202-000.000-546.000	ACT 51 MONIES	260,000	260,000	263,170	260,000	
202-000.000-571.000	OTHER STATE GRANTS				52,350	
202-000.000-590.000	TRSNF FROM RESERVES				73,850	
202-000.000-664.000	INTEREST EARNED	1,200	1,200	212	100	
Totals for dept 000.000 -		261,200	261,200	263,382	386,300	
TOTAL ESTIMATED REVENUES		261,200	261,200	263,382	386,300	

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APPROPRIATIONS						
Dept 451.000 - CONSTRUCTION						
202-451.000-818.000	CONTRACTURAL SERVICES				104,700	
202-451.000-819.000	NEW SIDEWALK	72,000			112,000	
202-451.000-821.000	ENGINEERING SERVICES		11,500	203	52,050	
202-451.000-943.000	EQUIPMENT RENTAL		1,200	1,132	1,279	
Totals for dept 451.000 - CONSTRUCTION		72,000	12,700	1,335	270,029	
Dept 463.000 - ROUTINE MAINTENANCE						
202-463.000-702.000	SALARIES & WAGES	60,170	60,170	22,955	17,250	
202-463.000-714.000	MEDICARE EXPENSE	872	872	347	350	
202-463.000-715.000	PAYROLL W/H FICA	3,731	3,731	1,484	1,200	
202-463.000-715.100	PAYROLL W/H RETIREMENT	1,244	1,244	1,212	1,081	
202-463.000-716.000	HOSPITALIZATION	4,408	4,408	2,489	6,105	
202-463.000-717.000	DENTAL INSURANCE	252	350	355	360	
202-463.000-718.000	LIFE INSURANCE	220	220	223	120	
202-463.000-719.000	VISION	127	127	135	143	
202-463.000-740.000	GEN OPER SUPPLIES	750	750	102	500	
202-463.000-782.000	ROAD MAINT. MATERIALS	5,000	4,000	423	4,500	
202-463.000-818.000	CONTRACTURAL SERVICES	2,000	1,000	1,500	5,000	
202-463.000-916.000	WORKMANS COMP INS.	600	600	29	600	
202-463.000-943.000	EQUIPMENT RENTAL	6,000	6,000	3,446	6,000	
202-463.000-945.000	ROUTINE SIDEWALK MAINTENANCE	2,000	1,902	682	2,000	
Totals for dept 463.000 - ROUTINE MAINTENANCE		87,374	85,374	35,382	45,209	
Dept 474.000 - TRAFFIC SERVICES						
202-474.000-702.000	SALARIES & WAGES	3,109	3,109	249	705	
202-474.000-714.000	MEDICARE EXPENSE	45	45	4	14	
202-474.000-715.000	PAYROLL W/H FICA	193	193	15	50	
202-474.000-715.100	PAYROLL W/H RETIREMENT				45	
202-474.000-786.000	TRAFFICE CONTROL SUPPLIES	1,500	1,500	26	1,500	
202-474.000-943.000	EQUIPMENT RENTAL	500	500	183	500	
Totals for dept 474.000 - TRAFFIC SERVICES		5,347	5,347	477	2,814	
Dept 478.000 - WINTER MAINTENANCE						
202-478.000-702.000	SALARIES & WAGES	13,990	13,990	5,567	13,305	
202-478.000-714.000	MEDICARE EXPENSE	203	203	80	270	
202-478.000-715.000	PAYROLL W/H FICA	876	876	342	935	
202-478.000-715.100	PAYROLL W/H RETIREMENT				800	
202-478.000-784.000	SNOW REMOVAL SUPPLIES	15,000	15,000	6,805	15,000	
202-478.000-916.000	WORKMANS COMP INS.	600	600	29		
202-478.000-943.000	EQUIPMENT RENTAL	10,000	10,000	19	10,000	
Totals for dept 478.000 - WINTER MAINTENANCE		40,669	40,669	12,842	40,310	
Dept 482.000 - BOOKKEEPING-ADMINISTRATION						
202-482.000-702.000	SALARIES & WAGES	18,173	18,173	14,820	19,464	
202-482.000-714.000	MEDICARE EXPENSE	264	264	219	364	
202-482.000-715.000	PAYROLL W/H FICA	1,127	1,127	935	1,363	
202-482.000-715.100	PAYROLL W/H RETIREMENT	144	330	391	1,168	
202-482.000-716.000	HOSPITALIZATION	4,407	4,407	2,834	2,790	
202-482.000-717.000	DENTAL INSURANCE	323	323	128	255	
202-482.000-718.000	LIFE INSURANCE	67	67	79	60	
202-482.000-719.000	VISION	128	128	33	74	
202-482.000-801.000	PROFESSIONAL SERVICES				1,200	
202-482.000-807.000	AUDIT FEES	600	600	520	600	
202-482.000-916.000	WORKMANS COMP INS.	600	600	537	600	

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APPROPRIATIONS						
Dept 482.000 - BOOKKEEPING-ADMINISTRATION						
Totals for dept 482.000 - BOOKKEEPING-ADMINISTRATION		25,833	26,019	20,496	27,938	
TOTAL APPROPRIATIONS		231,223	170,109	70,532	386,300	
NET OF REVENUES/APPROPRIATIONS - FUND 202		29,977	91,091	192,850		
BEGINNING FUND BALANCE		712,139	712,139	712,139	904,989	904,989
ENDING FUND BALANCE		742,116	803,230	904,989	904,989	904,989

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GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 RECOMMENDED BUDGET	2022-23 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 000.000						
203-000.000-403.000	CURRENT PROP TAXES	105,000	112,000	112,709	110,000	
203-000.000-405.000	PILOT REVENUES	2,000	2,000	1,845	1,800	
203-000.000-407.000	DELINQUENT PROP TAXES	12,000	15,000	17,038	14,000	
203-000.000-546.000	ACT 51 MONIES	70,000	70,000	73,058	70,000	
203-000.000-570.000	Metro Authority Maintenance	9,000	9,950	9,958	10,000	
203-000.000-571.000	OTHER STATE GRANTS				84,400	
203-000.000-573.000	PERSONAL PROPERTY TAX REIMBURSEMEN		3,600	3,620		
203-000.000-590.000	TRSNF FROM RESERVES	125,156			122,200	
203-000.000-664.000	INTEREST EARNED	4,000	4,000	1,385	1,000	
Totals for dept 000.000 -		<u>327,156</u>	<u>216,550</u>	<u>219,613</u>	<u>413,400</u>	
TOTAL ESTIMATED REVENUES		327,156	216,550	219,613	413,400	

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 RECOMMENDED BUDGET	2022-23 APPROVED BUDGET
APPROPRIATIONS						
Dept 451.000 - CONSTRUCTION						
203-451.000-818.000	CONTRACTURAL SERVICES	170,000			168,800	
203-451.000-821.000	ENGINEERING SERVICES	1,000	1,000		130,050	
Totals for dept 451.000 - CONSTRUCTION		171,000	1,000		298,850	
Dept 463.000 - ROUTINE MAINTENANCE						
203-463.000-702.000	SALARIES & WAGES	60,170	60,170	23,385	17,277	
203-463.000-714.000	MEDICARE EXPENSE	872	872	353	341	
203-463.000-715.000	PAYROLL W/H FICA	3,731	3,731	1,510	1,193	
203-463.000-715.100	PAYROLL W/H RETIREMENT	1,244	1,244	1,211	1,023	
203-463.000-716.000	HOSPITALIZATION	4,407	4,407	2,479	6,105	
203-463.000-717.000	DENTAL INSURANCE	320	320	355	360	
203-463.000-718.000	LIFE INSURANCE	200	200	223	120	
203-463.000-719.000	VISION	127	127	145	143	
203-463.000-740.000	GEN OPER SUPPLIES	750	750	88	500	
203-463.000-782.000	ROAD MAINT. MATERIALS	5,000	3,000	497	4,500	
203-463.000-818.000	CONTRACTURAL SERVICES		2,000	1,500	5,000	
203-463.000-916.000	WORKMANS COMP INS.	1,200	1,200	537	800	
203-463.000-943.000	EQUIPMENT RENTAL	6,000	6,000	3,446	6,000	
203-463.000-945.000	ROUTINE SIDEWALK MAINTENANCE	2,000	2,000	730	1,000	
Totals for dept 463.000 - ROUTINE MAINTENANCE		86,021	86,021	36,459	44,362	
Dept 474.000 - TRAFFIC SERVICES						
203-474.000-702.000	SALARIES & WAGES	3,109	3,109	249	705	
203-474.000-714.000	MEDICARE EXPENSE	45	45	4	14	
203-474.000-715.000	PAYROLL W/H FICA	195	195	15	50	
203-474.000-715.100	PAYROLL W/H RETIREMENT				45	
203-474.000-786.000	TRAFFICE CONTROL SUPPLIES	500	500	26	750	
203-474.000-943.000	EQUIPMENT RENTAL		200	183	500	
Totals for dept 474.000 - TRAFFIC SERVICES		3,849	4,049	477	2,064	
Dept 478.000 - WINTER MAINTENANCE						
203-478.000-702.000	SALARIES & WAGES	13,990	13,990	5,567	13,305	
203-478.000-714.000	MEDICARE EXPENSE	203	203	80	270	
203-478.000-715.000	PAYROLL W/H FICA	874	874	342	940	
203-478.000-715.100	PAYROLL W/H RETIREMENT	1,244	1,244		800	
203-478.000-784.000	SNOW REMOVAL SUPPLIES	15,000	15,000	6,805	15,000	
203-478.000-916.000	WORKMANS COMP INS.		30	29	33	
203-478.000-943.000	EQUIPMENT RENTAL	10,000	10,000	19	10,000	
Totals for dept 478.000 - WINTER MAINTENANCE		41,311	41,341	12,842	40,348	
Dept 482.000 - BOOKKEEPING-ADMINISTRATION						
203-482.000-702.000	SALARIES & WAGES		18,173	14,820	20,367	
203-482.000-714.000	MEDICARE EXPENSE		264	219	382	
203-482.000-715.000	PAYROLL W/H FICA	18,173	1,127	935	1,426	
203-482.000-715.100	PAYROLL W/H RETIREMENT	264	330	391	1,222	
203-482.000-716.000	HOSPITALIZATION	1,127	4,136	2,834	2,790	
203-482.000-717.000	DENTAL INSURANCE	144	336	128	255	
203-482.000-718.000	LIFE INSURANCE	4,136	67	79	60	
203-482.000-719.000	VISION	336	128	33	74	
203-482.000-727.000	OFFICE SUPPLIES-GEN	67				
203-482.000-740.000	GEN OPER SUPPLIES	128				
203-482.000-801.000	PROFESSIONAL SERVICES	1,200			1,200	
203-482.000-807.000	AUDIT FEES	600	600	520		
203-482.000-916.000	WORKMANS COMP INS.		30	29		

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 RECOMMENDED BUDGET	2022-23 APPROVED BUDGET
APPROPRIATIONS						
Dept 482.000 - BOOKKEEPING-ADMINISTRATION						
Totals for dept 482.000 - BOOKKEEPING-ADMINISTRATION		26,175	25,191	19,988	27,776	
TOTAL APPROPRIATIONS		328,356	157,602	69,766	413,400	
NET OF REVENUES/APPROPRIATIONS - FUND 203		(1,200)	58,948	149,847		
BEGINNING FUND BALANCE		1,004,808	1,004,808	1,004,808	1,154,655	1,154,655
ENDING FUND BALANCE		1,003,608	1,063,756	1,154,655	1,154,655	1,154,655

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 RECOMMENDED BUDGET	2022-23 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 000.000						
590-000.000-590.000	TRSNF FROM RESERVES	11,856	11,856		195,830	
590-000.000-630.000	NEW SERVICE, TURNON, NON OPER		2,700	2,663		
590-000.000-631.000	PERMIT FEES		300	350		
590-000.000-635.000	ECCI FEES	9,500	9,500	9,873	10,500	
590-000.000-655.000	LATE FEES/PENALTIES	6,000	6,000	5,771	6,000	
590-000.000-660.000	SEWER SALES	165,000	165,000	162,134	181,500	
590-000.000-660.100	SEWER-READY TO SERVE CHG	205,000	205,000	215,474	225,500	
590-000.000-664.000	INTEREST EARNED	1,000	1,000	228	500	
590-000.000-664.200	INT-SEWER REPLACEMENT	900	900	499	500	
590-000.000-677.000	REIMBURSEMENTS				537,625	
Totals for dept 000.000 -		399,256	402,256	396,992	1,157,955	
TOTAL ESTIMATED REVENUES		399,256	402,256	396,992	1,157,955	

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 RECOMMENDED BUDGET	2022-23 APPROVED BUDGET
APPROPRIATIONS						
Dept 000.000						
590-000.000-702.000	SALARIES & WAGES	88,198	88,198	68,121	87,033	
590-000.000-714.000	MEDICARE EXPENSE	1,279	1,279	1,004	1,694	
590-000.000-715.000	PAYROLL W/H FICA	5,468	5,468	4,293	5,400	
590-000.000-715.100	PAYROLL W/H RETIREMENT	2,469	2,469	1,741	4,628	
590-000.000-716.000	HOSPITALIZATION	10,548	10,548	11,029	22,212	
590-000.000-717.000	DENTAL INSURANCE	595	595	384	1,464	
590-000.000-718.000	LIFE INSURANCE	278	278	259	408	
590-000.000-719.000	VISION	321	321	139	516	
590-000.000-727.000	OFFICE SUPPLIES-GEN	200	200		5,000	
590-000.000-740.000	GEN OPER SUPPLIES	4,000	3,245	3,445	10,000	
590-000.000-741.000	OP SUP SEWER GENERAL	10,000	5,000	16	1,000	
590-000.000-776.100	REP/MAINT SUP S MAINS/INTER	500	500		500	
590-000.000-776.200	REP/MAINT SUP S CUST SERVICE	1,000	1,000		750	
590-000.000-776.300	REP/MAINT SUP S LIFT STATIONS	1,500	1,500	88	1,500	
590-000.000-776.400	REP/MAINT SUP S LAGOONS	1,500	8,000	7,948	43,000	
590-000.000-801.000	PROFESSIONAL SERVICES	1,000	1,650	2,420	12,175	
590-000.000-807.000	AUDIT FEES	1,000	1,810	1,810	2,000	
590-000.000-807.500	PERMIT FEES	1,800	3,650	3,650	4,000	
590-000.000-818.200	CONTRACTED SERVICES SEWER	3,650	25,700	39,719	5,000	
590-000.000-818.400	CONTRACT SER SEWER ECCI		5,000	4,331	5,000	
590-000.000-818.600	WRI GRANT PROJECT				696,675	
590-000.000-821.200	ENGINEERING SERVICES SEWER	30,000				
590-000.000-851.000	COMMUNICATIONS PHONE	1,200	1,200	691	1,000	
590-000.000-858.000	MEMBERSHIPS & DUES		115	115	1,000	
590-000.000-860.000	MILEAGE & MEALS	250	250		500	
590-000.000-864.000	CONFERENCES & WORKSHOPS	1,000	1,400	1,335	1,500	
590-000.000-910.000	INSURANCES	400	750	730	800	
590-000.000-916.000	WORKMANS COMP INS.	2,400	2,400	845	1,500	
590-000.000-920.100	UTILITIES WWTP	50,000	50,000	43,387	50,000	
590-000.000-920.200	SEWER LIFT PUMPS	6,000	6,000	4,996	6,000	
590-000.000-940.000	BUILDING RENTAL	3,600	3,600	2,700	3,600	
590-000.000-943.200	EQUIP RENTAL SEWER	10,000	10,000	7,082	10,000	
590-000.000-956.000	MISCELLANEOUS		30	35		
590-000.000-990.000	PRINCIPAL ON BOND PAYMENTS	50,000	50,000	50,000	154,500	
590-000.000-995.000	INTEREST ON BOND PAYMENTS	110,000	110,000	105,995	17,600	
590-000.000-997.000	BOND ISSUANCE COST			5,000		
Totals for dept 000.000 -		400,156	402,156	373,308	1,157,955	
TOTAL APPROPRIATIONS		400,156	402,156	373,308	1,157,955	
NET OF REVENUES/APPROPRIATIONS - FUND 590		(900)	100	23,684		
BEGINNING FUND BALANCE		1,812,598	1,812,598	1,812,598	1,836,282	1,836,282
ENDING FUND BALANCE		1,811,698	1,812,698	1,836,282	1,836,282	1,836,282

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 RECOMMENDED BUDGET	2022-23 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 000.000						
591-000.000-566.000	STATE GRANTS				115,215	
591-000.000-590.000	TRSNF FROM RESERVES	4,296			5,637	
591-000.000-630.000	NEW SERVICE, TURNON, NON OPER	2,000	15,600	15,586		
591-000.000-631.000	PERMIT FEES		300	350		
591-000.000-635.000	ECCI FEES	5,000	5,000	5,856	5,500	
591-000.000-650.000	WATER SALES	135,000	135,000	160,506	162,000	
591-000.000-650.100	WATER READY TO SERVE CHARGE	110,000	110,000	125,122	120,000	
591-000.000-655.000	LATE FEES/PENALTIES	3,500	3,500	4,769	3,500	
591-000.000-664.000	INTEREST EARNED	4,000	4,000	89	100	
591-000.000-664.300	INT-REDEMPTION WATER	200	200	145	200	
591-000.000-664.400	INT-REPLACEMENT WATER	300	300	292	300	
591-000.000-677.000	REIMBURSEMENTS		11,900	11,867	311,100	
591-000.000-695.000	MISC. REVENUES			2,996		
591-000.000-695.200	TOWER RENTAL-NPI	24,480	24,480	20,933	24,480	
591-000.000-695.300	TOWER RENTAL T-MOBILE	27,660	27,660	25,703	27,660	
Totals for dept 000.000 -		316,436	337,940	374,214	775,692	
TOTAL ESTIMATED REVENUES		316,436	337,940	374,214	775,692	

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 RECOMMENDED BUDGET	2022-23 APPROVED BUDGET
APPROPRIATIONS						
Dept 000.000						
591-000.000-702.000	SALARIES & WAGES	88,198	88,198	81,168	87,033	
591-000.000-714.000	MEDICARE EXPENSE	1,252	1,252	1,191	1,694	
591-000.000-715.000	PAYROLL W/H FICA	5,468	5,468	5,094	5,400	
591-000.000-715.100	PAYROLL W/H RETIREMENT	2,469	2,469	1,741	462	
591-000.000-716.000	HOSPITALIZATION	10,548	10,548	11,029	22,212	
591-000.000-717.000	DENTAL INSURANCE	599	599	384	1,464	
591-000.000-718.000	LIFE INSURANCE	248	278	259	408	
591-000.000-719.000	VISION	321	321	127	516	
591-000.000-727.000	OFFICE SUPPLIES-GEN	200	200		5,000	
591-000.000-740.000	GEN OPER SUPPLIES	4,000	4,500	5,442	2,500	
591-000.000-740.300	OP SUP WATER TRANS/DIST	300	300		300	
591-000.000-777.100	REP/MAINT SUP WATER TRANS/DIS	6,000	4,870	2,911	1,000	
591-000.000-777.200	REP/MAINT SUP W CUSTOMER SER	1,000	1,000	700	1,000	
591-000.000-777.300	REP/MAINT SUP W WELLS	1,000	1,000	752	3,000	
591-000.000-801.000	PROFESSIONAL SERVICES	5,000	1,500	6,138	4,300	
591-000.000-801.100	PETERSON FARMS PROJECT		11,900	13,145		
591-000.000-807.000	AUDIT FEES	1,800	1,810	1,810	1,900	
591-000.000-818.100	CONTRACTED SERVICES WATER	1,000	4,990	780		
591-000.000-818.300	CONTRACT SER WATER ECCI	15,000	12,000	12,862	15,000	
591-000.000-818.600	WRI GRANT PROJECT				149,290	
591-000.000-821.100	ENGINEERING SERVICES WATER	5,000	24,000	37,388	311,100	
591-000.000-851.000	COMMUNICATIONS PHONE	600	600	485	600	
591-000.000-858.000	MEMBERSHIPS & DUES	2,000	2,100	2,095	2,200	
591-000.000-860.000	MILEAGE & MEALS	250	250	42	400	
591-000.000-864.000	CONFERENCES & WORKSHOPS	500	500	359	1,250	
591-000.000-910.000	INSURANCES	1,500	1,500	1,086	1,500	
591-000.000-916.000	WORKMANS COMP INS.	4,000	1,000	845	1,500	
591-000.000-920.100	WATER PUMPING	25,000	25,000	21,102	25,000	
591-000.000-940.000	BUILDING RENTAL	8,400	8,400	6,300	8,400	
591-000.000-943.100	EQUIP RENTAL WATER	15,000	15,000	10,807	15,000	
591-000.000-956.000	MISCELLANEOUS		30	35	200	
591-000.000-970.200	Meter Replacement	11,000	11,000	4,473	20,000	
591-000.000-990.000	PRINCIPAL ON BOND PAYMENTS	85,000	85,000	85,000	85,000	
591-000.000-995.000	INTEREST ON BOND PAYMENTS	4,750	4,750	2,125	1,063	
Totals for dept 000.000 -		307,403	332,333	317,675	775,692	
TOTAL APPROPRIATIONS		307,403	332,333	317,675	775,692	
NET OF REVENUES/APPROPRIATIONS - FUND 591		9,033	5,607	56,539		
BEGINNING FUND BALANCE		2,104,389	2,104,389	2,104,389	2,160,928	2,160,928
ENDING FUND BALANCE		2,113,422	2,109,996	2,160,928	2,160,928	2,160,928

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 RECOMMENDED BUDGET	2022-23 APPROVED BUDGET
ESTIMATED REVENUES						
Dept 000.000						
661-000.000-590.000	TRSNF FROM RESERVES	52,596	52,596		135,000	
661-000.000-664.000	INTEREST EARNED	2,500	2,500	534	500	
661-000.000-679.100	REIMB FROM: MAJOR STREETS	16,500	16,500	4,779	16,500	
661-000.000-679.200	REIMB FROM: LOCAL STREETS	16,500	16,500	3,648	16,500	
661-000.000-679.300	REIMB FROM: WATER	15,000	15,000	10,807	15,000	
661-000.000-679.400	REIMB FROM: SEWER	10,000	10,000	7,082	10,000	
661-000.000-679.500	REIMB FROM: GENERAL	47,000	47,000	27,736	45,000	
661-000.000-695.000	MISC. REVENUES		6,952			
Totals for dept 000.000 -		160,096	167,048	54,586	238,500	
TOTAL ESTIMATED REVENUES		160,096	167,048	54,586	238,500	

Calculations as of 02/28/2022

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 02/28/22	2022-23 RECOMMENDED BUDGET	2022-23 APPROVED BUDGET
APPROPRIATIONS						
Dept 000.000						
661-000.000-702.000	SALARIES & WAGES	19,248	19,248	16,336	25,099	
661-000.000-714.000	MEDICARE EXPENSE	373	373	242	484	
661-000.000-715.000	PAYROLL W/H FICA	1,193	1,193	1,033	1,691	
661-000.000-715.100	PAYROLL W/H RETIREMENT	593	593	406	1,450	
661-000.000-716.000	HOSPITALIZATION	2,422	2,422	2,040	3,822	
661-000.000-717.000	DENTAL INSURANCE	152	152	93	258	
661-000.000-718.000	LIFE INSURANCE	67	67	65	72	
661-000.000-719.000	VISION	73	73	36	90	
661-000.000-740.000	GEN OPER SUPPLIES	650	650	154	650	
661-000.000-740.200	OPER SUP - OTHER EQUIP	100	100		250	
661-000.000-751.000	GASOLINE-OIL	22,000	22,000	22,778	30,000	
661-000.000-775.000	REPAIR/MAINT SUPPLIES	2,000	2,000	1,549	2,000	
661-000.000-775.100	REPAIR/MAINT SUP-VEHICLES	1,000	1,000	818	1,000	
661-000.000-775.200	REPAIR/MAINT SUP-OTHER EQUIP	6,500	5,825	1,878	2,000	
661-000.000-775.300	REPAIR/MAINT SUP-POLICE CRUISER	500	500	22	500	
661-000.000-775.400	REPAIR/MAINT SUP-WINTER VEHICLES	1,000	1,000	829	1,000	
661-000.000-801.000	PROFESSIONAL SERVICES	225	400	365	1,700	
661-000.000-807.000	AUDIT FEES	1,500	1,500	1,130	1,500	
661-000.000-910.000	INSURANCES	10,000	10,000	8,845	10,000	
661-000.000-916.000	WORKMANS COMP INS.	1,500	1,500	537	1,000	
661-000.000-930.000	CONTRACTED REPAIRS/MAINT	2,000	2,000	830	1,000	
661-000.000-930.100	CONTRACT. REP/MAIN-OTHER EQUIP	3,000	3,500	4,908	3,934	
661-000.000-930.200	CONTRACT. REP/MAIN-POLICE CRUISER	2,000	2,000	1,235	2,000	
661-000.000-940.000	BUILDING RENTAL	12,000	12,000	9,000	12,000	
661-000.000-977.000	EQUIPMENT PURCHASES	70,000	70,000		135,000	
Totals for dept 000.000 -		160,096	160,096	75,129	238,500	
TOTAL APPROPRIATIONS		160,096	160,096	75,129	238,500	
NET OF REVENUES/APPROPRIATIONS - FUND 661			6,952	(20,543)		
BEGINNING FUND BALANCE		668,981	668,981	668,981	648,438	648,438
ENDING FUND BALANCE		668,981	675,933	648,438	648,438	648,438
ESTIMATED REVENUES - ALL FUNDS		2,194,054	2,112,509	1,950,862	3,686,449	
APPROPRIATIONS - ALL FUNDS		2,152,144	1,942,566	1,484,586	3,681,449	
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		41,910	169,943	466,276	5,000	
BEGINNING FUND BALANCE - ALL FUNDS		6,891,041	6,891,041	6,891,041	7,357,317	7,357,317
ENDING FUND BALANCE - ALL FUNDS		6,932,951	7,060,984	7,357,317	7,362,317	7,357,317



Strategic Plan

The Village of Shelby, the largest Village in Oceana County, is a community of 2,256 people located between Muskegon and Ludington just off US-31.

A 7-member Village Council, each elected to a four-year term, apart from the Village President who serves a two-year term, governs the Village. Village Council establishes the general direction of government and provides oversight of administrative functions of the Village. The Council appoints a Village Administrator who manages the budget, provides leadership and management of Council initiatives, and oversees general Village operations.

The Village of Shelby conducted its first strategic planning session July 2021. In future years, the Village will look to enhance the plan by conducting employee and resident surveys, gathering input for a vision, mission, and goals statement, and expanding the information gathered from the 2021 strategic planning session. The Village will look to continually improve the plan over the next several years to have it serve as the guiding document for setting the Village's priorities and goals. The plan will also serve as a means to track outcomes of stated priorities and goals.

Village of Shelby Strategic Planning Session July 26, 2021 Category Ranking				
Broad Category	Rank	Objective	Rank	Votes
Downtown	25	Create downtown development plan	45	6
		Create plan for downtown streetscape plan	27	5
		Beautify link between downtown and rail trail	28	14
Economic Development	18	Business Attraction Plan	27	4
		Business Retention Plan	13	4
		Meet with local Housing Developers	11	2
		Develop Housing Fact Sheet	5	3
Infrastructure	17	Sewer bond refinance	23	4
		Water distribution upgrade	11	2
		Road construction communication plan	10	2
		Sewer rate study	7	2
		Road maintenance	1	1
Organizational Improvement/Collaboration	14	Complete Village Employee Retention Plan	17	3
		Create Special Events Plan	15	4
		Meet with neighboring governments-potential collaboration - Parks & Rec issues	2	1
		Complete plan for common language access	1	1
Parks	13	Complete plan for Technology Improvement - BS&A, Meters, etc.	0	0
		Getty Park completion/grant administration	15	4
		Create park improvement plan	12	2

Village of Shelby Strategic Planning Session July 26, 2021 Objective Ranking	
Objective	Rank
Create downtown development plan	45
Beautify link between downtown and rail trail	28
Business Attraction Plan	27
Create plan for downtown streetscape plan	27
Sewer bond refinance	23
Complete Village Employee Retention Plan	17
Create Special Events Plan	15
Getty Park completion/grant administration	15
Business Retention Plan	13
Create park improvement plan	12
Meet with local Housing Developers	11
Water distribution upgrade	11
Road construction communication plan	10
Sewer rate study	7
Develop Housing Fact Sheet	5
Parks & Rec issues	2
Road maintenance	1
Complete plan for common language access	1
Complete plan for Technology Improvement - BS&A, Meters, etc.	0

The members of the Village of Shelby and staff examined the strengths, weaknesses, opportunities, and threats affecting the Village as a whole. The items in each category are not ranked by importance, nor is this intended to be an all-inclusive list. In addition, the items identified provide a view of potential issues that may impact the environment in which the Village provides services in the near- or long-term future.

STRENGTHS

- Village services
- Proximity to hospital
- School system
- Community bank
- Rail trail
- Empathetic Council
- Close to Lake Michigan
- Village employees
- Community pride
- Strong finances
- Ladder community
- Shelby Rec. Club
- Village leadership
- Non-profit orgs.
- Defined sense of purpose
- Getty Park
- Industrial Park
- Ag base

- Lack of affordable/safe housing
- Lack of community events
- Lack of businesses (retail)
- Lack of community attractions
- Diverse community engagement
- Aging infrastructure

WEAKNESSES

OPPORTUNITIES

- Getty Park
- School bond
- Pocket Park
- Rail trail
- Downtown corridor—amenities/wayfinding/façade
- Low cost of real estate
- Bedroom community
- Remote work incubator
- Right Place partnership
- RRC designation
- Zoning ordinance update
- Joint Village/Township collaboration
- ARP

- Perception of value of Village taxes/services
- Apathy
- Perception of not family friendly
- Competition from other communities
- Rental housing
- Closure of Oceana Farms

THREATS

What do we want to do?

How will we know our actions were effective?

What will we do to get there?

Goal 1: To revitalize the Village of Shelby core downtown

Output
Outcome Indicator

Objective 1: Create a "Gateway to Main Street" that connects Shelby's Downtown to the William Field Memorial Hart-Montague trail.

- Continue to enhance the Downtown Pocket Park to draw people through the park and into the downtown district.
- Improve the facades on the back of the downtown buildings.
- Design pedestrian-scale signage or markers that promote the downtown's cultural features, recreational resources, and local businesses while guiding people downtown.
- Construct a public restroom with convenient access for trail users and those visiting the downtown.

Trail users utilize the Downtown Pocket Park to get from the trail to downtown businesses. Downtown businesses see increased sales. Facades on the back of downtown buildings have maintenance and improvements completed.

Objective 2: Form a Downtown Development Authority.

- Expand on the Downtown Plan found in the Village of Shelby 2020 Master Plan.
- Continue to plan festivals and events in the core downtown.
- Maintain regular communication and relationships with downtown businesses.
- Partner with the Shelby Area Chamber of Commerce in the creation of the DDA.

Downtown Development Authority is created. Festivals and events are held downtown throughout the year.

Objective 3: Increase the walkability and outdoor dining opportunities throughout downtown

- Conduct visioning exercises with a planning consultant to gather community input on future streetscape design.
- Continue effort to place pedestrian level amenities in the downtown.
- Leverage state and federal dollars to complete streetscape improvements downtown.

Downtown charet completed, pedestrian level amenities purchased and installed downtown and grant dollars acquired.

What do we want to do?

How will we know our actions were effective?

What will we do to get there?

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the Village

Output
Outcome Indicator

Objective 1: Consider initiatives that contribute to the economic and social health and sustainability of the Village and its residents.

- Continued involvement and support of the OCEA's partnership with the UpJohn Institute providing housing data in Oceana County.
- Meet with local housing developers.
- Complete a Business Attraction and Retention Plan.
- Complete Getty Park redevelopment through successful grant administration

The Council will be regularly updated on the work being completed by the UpJohn Institute. The Council is represented, funds, and is regularly updated about economic development activities. Workers can find affordable housing in the Village.

Objective 2: Consider initiatives that contribute to the environmental health and sustainability of the Village and its residents.

- Complete USDA Sewer Bond refinance and sewer rate study.
- Continue upgrades to the water distribution system and lead services lines.
- Continue efforts related to water quality
- Complete a Sewer Rate Study.

A new sewer bond with Shelby State Bank is issued. Lead service lines and previously connect to lead service lines are replaced throughout the Village. The Council is represented and is updated about future water and sewer infrastructure needs. The Village CIP is executed on schedule.

Goal 3: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders.

Objective 1: Maximize communication with citizens.

- Provide talking points for Council on various topics for use when interacting with the public and other stakeholders.
- Create a road repaving communication plan.
- Improve www.shelbyvillage.com, increasing and improving the information and services that citizens can access.
- Create a plan for common language access.

Council is regularly updated on communication strategies and Council members regularly receive talking points. Citizens demonstrate satisfaction with Village communication.

Objective 2: Improve employee retention and communication with employees.

- Create Village Employee retention plan.
- Adopt new Employee Handbook and update as necessary, informing employees as amendments are made.
-

Employees remain employed with the Village for an increasing number of years.

Assigned Resources and Deadlines

Once objectives, deliverables, and outputs have been established, it is important to assign deadlines and resources to ensure that the plan activities are completed.

Village of Shelby Council

Business Plan: Deadlines and Resources

	Projected Completion	Resources Assigned
<i>Goal 1: To revitalize the Village of Shelby core downtown.</i>		
Objective 1: Create a “Gateway to Main Street” that connects Shelby’s Downtown to the William Field Memorial Hart – Montague trail		
Continue to enhance the Downtown Pocket Park to draw people through the park and into the downtown district	8/31/22	Administrator, DPW
Improve the facades on the back of the downtown buildings	7/30/23	Administrator
Design pedestrian-scale signage or markers that promote the downtown’s cultural features, recreational resources, and local businesses while guiding people downtown.	8/31/22	Clerk/Treasurer
Construct a public restroom with convenient access for trail users and those visiting the downtown	9/30/25	Administrator
Objective 2: Form a Downtown Development Authority		
Expand on the Downtown Plan found in the Village of Shelby 2020 Master Plan	12/31/22	Administrator
Continue to plan festivals and events in the core downtown	Ongoing	Administrator, Clerk/Treasurer
Maintain regular communication and relationships with downtown businesses	Ongoing	Administrator
Partner with the Shelby Area Chamber of Commerce in the creation of the DDA	5/31/23	Administrator
Objective 3: Increase the walkability and outdoor dining opportunities throughout downtown		
Conduct visioning exercises with a planning consultant to gather community input on future streetscape design	12/31/22	Administrator
Continue effort to place pedestrian level amenities in the downtown	Ongoing	Administrator, Clerk/Treasurer
Leverage state and federal dollars to complete streetscape improvements downtown	Ongoing	Administrator
<i>Goal 2: To Contribute to the Long-Term Economic, Social, and Environmental Health of the Village</i>		
Objective 1: Consider initiatives that contribute to the economic and social health and sustainability of the Village and its residents		
Continued involvement and support of the OCEA’s partnership with the UpJohn Institute providing housing data in Oceana County	Ongoing	Administrator
Meet with local housing developers	Ongoing	Administrator

Complete a Business Attraction and Retention Plan	6/30/23	Administrator
Complete Getty Park redevelopment through successful grant administration	10/31/23	Administrator
Objective 2: Consider initiatives that contribute to the environmental health and sustainability of the Village and its residents		
Complete USDA Sewer Bond refinance and sewer rate study	6/30/22	Administrator
Continue upgrades to the water distribution system and lead service lines	Ongoing	Administrator, DPW
Continue efforts related to water quality	Ongoing	Administrator, DPW
Goal 3: To maintain and enhance communication with citizens, employees, and other stakeholders		
Objective 1: Maximize communication with citizens		
Provide talking points for Council on various topics for use when interacting with the public and other stakeholders	5/31/22	Administrator
Create a road repaving communication plan	5/31/22	Administrator, Clerk/Treasurer, DPW
Improve www.shelbyvillage.com , increasing and improving the information and services that citizens can access	12/31/22	Administrator
Create a plan for common language access	12/31/23	Administrator
Objective 2: Improve employee retention and communication with employees		
Create Village employee retention plan	5/31/23	Administrator
Adopt new Employee Handbook and update as necessary, informing employees as amendments are made	Ongoing	Administrator



2022 – 2028 Capital Improvement Plan

Village Council Adopted: February 28, 2022

This document outlines planned capital improvement expenditures for the Village of Shelby for fiscal years 2022-2028. Projects included in this document are flexible and changeable depending on the status of the Village's financial situation and the need for unexpected investments. This document is updated annually during the Village of Shelby budget process.

A capital improvement plan (CIP) is a multi-year schedule of municipal improvements. The Village Capital Improvement Plan spans a six-year period. The plan sets the proposed expenditures for systematically constructing, maintaining, upgrading, and replacing the community's physical infrastructure and includes vehicles and other equipment.

Capital improvement projects are typically major, infrequent expenditures, such as the construction of a new facility or rehabilitation or major repair of an existing facility. With the relatively small size of our community and budget, this CIP recognized a project as small as \$2,000 as a capital project. Individual projects from the adopted plan should become part of the capital budget for their respective departments.

To be useful as a tool for budgeting and sound financial management, the plan must be updated annually by reviewing existing projects, proposing new projects, and extending the program by an additional year. This process should also consider the short-term and long-term effects of the expenditures and any associated debt on fund balances and cash flow for operations. The CIP is considered essential for managing and coordinating efficient expenditure of Shelby's public resources.

Village Council Members

Paul Inglis, President
Bill Harris, Pro-Tem
Mike Termer
Dan Zaverl
Steve Crothers
John Sutton
Damian Omness

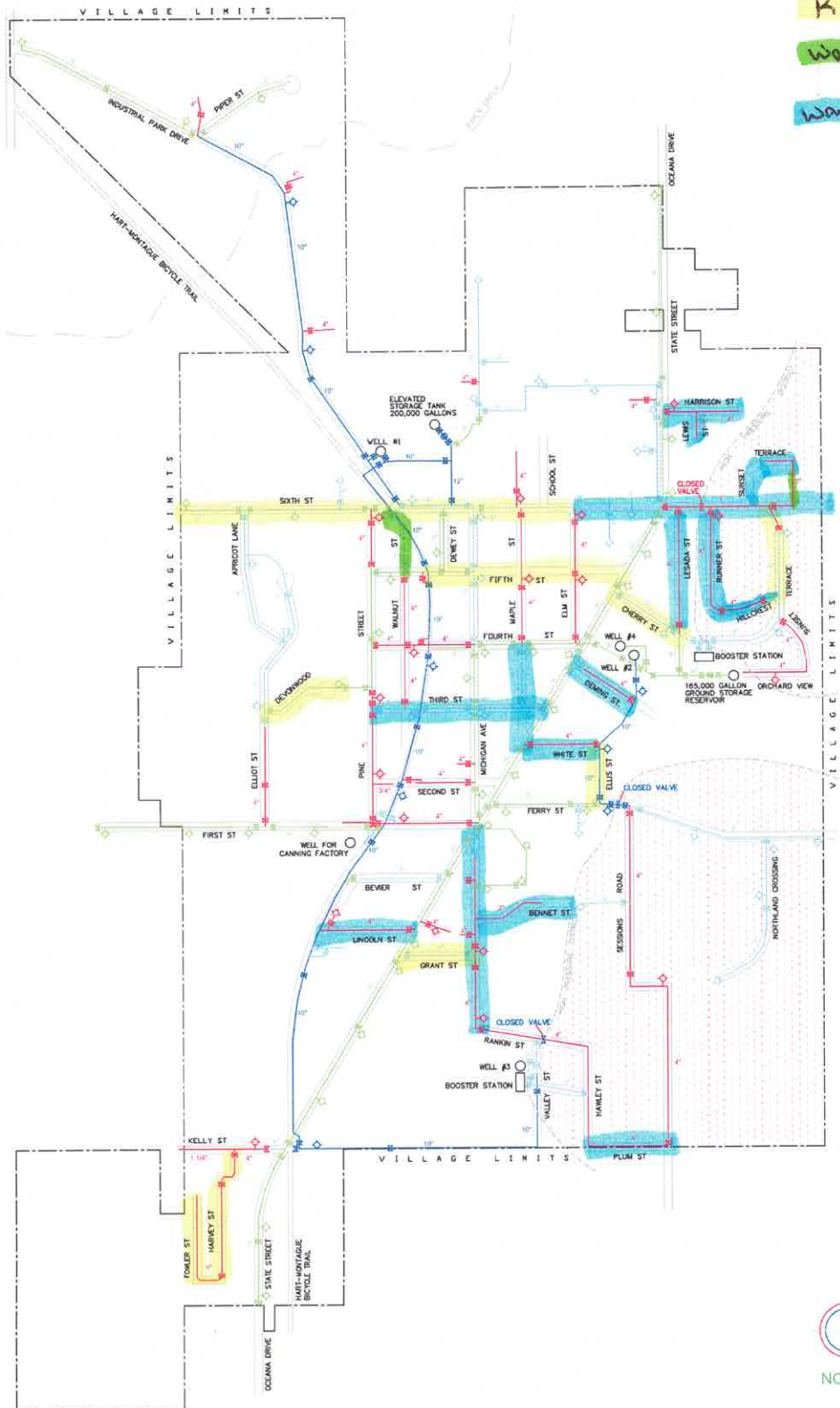
Presented by: Brady Selner, Village Administrator

The following table and map indicate water and sewer projects that will be completed, as the budget allows, in FY2023-24. The specific replacement schedule will be determined during FY2022-23.

Street	From	To	Estimated Cost	Watermain Age	Estimated Cost	
Third St. (L & M)	Pine St.	State St.	\$100,000	1941	\$255,000	*
Maple St. (M)	White St.	Fourth St.	\$50,000	1941	\$90,000	*
Walnut St.	Sixth St.	Fifth St.	N/A	1941	\$90,000	
S. Michigan Ave. (L)	Rankin St.	First St.	\$68,000	1944	\$210,000	
Bennet St. (L)	S. Michigan Ave.	Dead end	\$37,000	1944	\$67,500	
Lincoln St. (M)	Rail Trail	Sixth St.	\$37,000	1944	\$75,000	
Plum St. (L)	Hawley St.	Sessions Rd.	\$26,000	1949	\$75,000	*
Deming St. (L)	State St.	Dead end	\$29,000	1949	\$60,000	*
Lesada St. (L)	Sixth St.	Dead end	\$64,000	1949	\$165,000	*
Runner St. (L)	Sixth St.	Hillcrest	\$45,000	1949	\$120,000	
Hillcrest (L)	Runner St.	S. Sunset Terrace	\$24,000	1949	\$67,500	*
N. Sunset Terrace (L)	Sixth St.	Dead end	\$37,000	1949	\$90,000	*
Sixth St. (L & M)	E. Village limit	W. Village limit	\$275,000	1949	\$255,000	*
White St. (L)	Maple St.	Ellis St.	\$29,000	1949	\$112,500	
Harrison St. (L)	State St.	Dead end	\$29,000	1949	\$105,000	
Lewis St. (L)	Harrison St.	Dead end	\$8,000	1949	\$30,000	*
Cherry St. (L)	State St.	Lesada St.	\$37,000	1955	N/A	*
S. Sunset Terrace (L)	Sixth St.	Hillcrest	\$37,000	1955	N/A	*
Grant St. (L)	State St.	Michigan Ave.	\$40,000	1968	N/A	*
Ellis St. (L)	Ferry St.	White St.	\$22,000	1970	N/A	*
Fifth St. (L & M)	Rail Trail	State St.	\$68,000	1971	N/A	*
Harvey St. / Fowler St. (L)	Kelly St.	Dead end	\$125,000	1989	N/A	*
Devonwood (L)	Elliot St.	Dead end	\$27,000	2005	N/A	*
			\$1,214,000		\$1,867,500	
* Listed on 2012 Village of Shelby Transportation Asset Management Plan						
(L) Local Street						
(M) Major Street						

EXISTING WATER SYSTEM

Road
 Watermain
 Watermain + Road



LEGEND

	EXISTING 8" OR LESS WATER MAIN		HYDRANT LOCATION
	EXISTING 10" WATER MAIN		ALTITUDE VALVE
	EXISTING 12" WATER MAIN		CLOSED VALVE
	EXISTING 15" OR LARGER WATER MAIN		CHECK VALVE
			GATE VALVE



VILLAGE OF SHELBY
 OCEANA COUNTY, MICHIGAN
WATER RELIABILITY STUDY

FIGURE 1



The following projects are anticipated for FY2022-23

Project	Project Description	Project Funding Breakdown
DPW Truck Replacement	This project includes the replacement of the DPW work order truck. The current vehicle is a used F-250 with 150,000+ miles. The plan is to replace the vehicle with another pick-up truck that can be utilized primarily for work orders.	Equipment Fund \$25,000
Watermain and Lead Service Line Replacement	Replace 667 lead service lines on water services installed between 1933 - 1971. Replace 12,500 linear feet of watermain installed between 1933 - 1949".	Loan (30% Loan Forgiveness) \$1,400,700 EGLE DWSRF Grant \$1,261,000
Industrial Street Lift Station	This project includes a complete replacement and enlargement of the wet well, coating the dry well, pump and motor replacement, and cathodic protection replacement.	Sewer Fund \$310,200
Harvey Street Lift Station	This project includes coating the wet and dry wells, pump and motor replacement, valve replacement, electrical and controls replacement, installation of a standby stationary generator and cathodic protection replacement.	Sewer Fund \$290,000
DPW Plow Truck Replacement	This project includes replacing the 1999 Sterling 5-yard plow truck with underbody scrapper blade with a similar plow truck.	Equipment Fund \$140,000
Aeration Diffuser Membranes	This project includes replacing the diffusers membranes in Lagoon No. 1 and Lagoon No. 2.	Sewer Fund \$40,000
Radio Reads/Water Meter Replacement (50)	The Village intends to replace outdated water meters with radio read meters.	Water Fund \$22,000
Well 2 Replacement	This project includes drilling a new well next to the offline Well 2. The existing infrastructure will serve the new well.	Water Fund \$90,000

The following projects are anticipated for FY2023-24

Project	Project Description	Project Funding Breakdown	
Backhoe Loader	Replace the 2004 backhoe loader with a new backhoe loader.	Equipment Fund	\$100,000
SCADA Response System	Replace dial-up SCADA alarm system to an updated system.	Water Fund	\$10,000
		Sewer Fund	\$10,000
Mobile Communications Terminal	Replace mobile communications terminals in both police cruisers.	General Fund	\$6,000
Radio Reads/Water Meter Replacement (50)	The Village intends to replace outdated water meters with radio read meters.	Water Fund	\$22,000
Village Hall Computer Replacement	Replace all desktop computers at Village Hall and purchase a new laptop for the Village Administrator.	General Fund	\$9,000
800 mhz portable radios	Replace 2 portable radios for the police department.	Equipment Fund	\$10,000

The following projects are anticipated for FY2024-25

Project	Project Description	Project Funding Breakdown	
New Rotary Tiller	Purchase new rotary tiller attachment to replace disk for maintenance at the wastewater lagoons.	Equipment Fund	\$3,000
Lagoon Berm Improvements	Install a geotextile fabric along with 6" erosion control gravel along wastewater berm. Berm access drives to be repaired as necessary.	Sewer Fund	\$8,300
Police Patrol Vehicle	Replace 2017 police cruiser with new 2024 police cruiser.	Equipment Fund	\$55,000
Radio Reads/Water Meter Replacement (50)	The Village intends to replace outdated water meters with radio read meters.	Water Fund	\$22,000

The following projects are anticipated for FY2025-26

Project	Project Description	Project Funding Breakdown	
WWTP Equipment Replacement	Replace blower motors, influent flow meter, effluent pump, effluent flow meters and transducers, ferric level sensor and ferric metering pumps.	Sewer Fund	\$110,000
Radio Reads/Water Meter Replacement (50)	The Village intends to replace outdated water meters with radio read meters.	Water Fund	\$22,000

The following projects are anticipated for FY2026-27

Project	Project Description	Project Funding Breakdown	
Police Car - In Car Camera System	Purchasing an in-car camera system that works in conjunction with body cameras. In addition, this project would include any necessary updates improvements to the technology.	General Fund	\$10,000
DPW Truck 2 Replacement	Replace the 2021 F-250 plow truck with a new 2026 F-250 plow truck.	Equipment Replacement	\$35,000
Radio Reads/Water Meter Replacement (50)	The Village intends to replace outdated water meters with radio read meters.	Water Fund	\$22,000

The following projects are anticipated for FY2027-28

Project	Project Description	Project Funding Breakdown	
Police Patrol Vehicle	Replace 2021 police cruiser with a new 2027 police cruiser.	Equipment Fund	\$60,000
Radio Reads/Water Meter Replacement (50)	The Village intends to replace outdated water meters with radio read meters.	Water Fund	\$22,000
3-yard Dump Truck Replacement	This project includes the replacement of the DPW Chevy 3500 3-yard dump truck.	Equipment Fund	\$50,000
DPW Truck Replacement	This project includes the replacement of the DPW work order truck. The current vehicle is a used 2022 F-250. The plan is to replace the vehicle with another pick-up truck that can be utilized primarily for work orders.	Equipment Fund	\$35,000