

The Municipal Fiscal year is October 1st through September 30th.

Three Reports of Key Provisions are included:

1) Property Tax Summary - Pages 3-4

- * The total Property Tax Request proposed for 2024-25 is **\$877,577.08**, which is **42%** of the 2024-25 forecasted Governmental Operating Expenditures.
- * The total Governmental (non-Utility/non-Capital) Operating Expenditures proposed to operate the city at the existing level of service and maintenance is **\$2,066,081** . (Utility expenditures are supported by utility revenues. Capital projects are supported by Sales Tax, Donations, Grants, and Bonded Debt)
- * The 2024-25 Budget includes a levy of **\$0.3964/\$100** - which is **9 cents** more than last year - mainly due to the expected increase in property tax asking for bonded debt (**+7.3 cents**) and increased payroll and operating needs of the Police (**+2.9 cents**), Pool (**+1.5 cents**), and Library (**+0.2 cents**). The levy amount for all other property tax funded departments combined - General Admin, Street, Park, and Fire - is a bit less than last year (**-1.7 cents**).
- * When the 2023-24 budget was adopted, it was noted that it would be the last year we would have cash reserves to help on the Bonded Debt for the 2014 Pool Project. Sales tax still takes care of half of the debt, but the other half of the voter-approved pool bond constitutes **5 cents** of the overall levy. We also have the planned capital water and sewer projects this year to extend service to the developed annexed properties (representing a significant increase valuation in order to spread the individual tax burden thinner, further, and in a more equitable manner) and add fire protection improvements to the existing system - which will constitute **2.3 cents** of the levy.

*The estimated operating levy (not including bonded debt service) of **\$0.3237** remains well below the \$0.45 maximum. >In past years we've tried to maintain an operating levy at or below the 40 cent mark.<

*We've been fortunate to operate on a rather lean levy in recent years due to supplementation of the budget with cash reserves and significant valuation increases; however, the only cash reserves we have now are non-operational funds already obligated for capital projects instead of operating costs. The levy increase this year is significant in comparison with recent years due to the combination of those cash reserves being unavailable AND necessary increases in property tax asking to satisfy debt obligations and to continue operation of specific departments while maintaining the current level of service/maintenance, but is well below statutory limits.

*We no longer have cash reserves available to supplement the budget, but I believe that our levy will stabilize in the next few years in the ranges of 35-40 cents for operating and 5-10 cents for bonded debt over the next several years, notwithstanding any unforeseen extreme circumstances. Once debt retirements begin, we may start to see a downward trend to the overall levy (if no new debt is required).

*The City will begin to retire bonded debt on the 2014 Pool project (Funded by property tax and sales tax) in 2032 and the 2018 Fairview Street project (currently funded by Street Dept, but may impact property tax asking for the Street department) in 2033. The 2013 Sewer Plant bonds (funded entirely by Sewer Revenues) retire in 2030.

>>It should also be noted that our consistently low operating levy, combined with our overall valuation, eliminates us from receiving Municipal Equalization Funding from the State. Other similar sized communities with similar valuations who have the max levy of 45 cents are estimated to receive aid in the \$10,000-\$20,000 range this fiscal year. It changes from year to year, so we've never chased this number, rather we have simply maintained the lowest levy possible to maintain our day-to-day operations.

*Property tax asking in this draft is **\$259,763** more than last year and will require participation in the joint public hearing with the County and School District.

****The additional amounts of property tax asking referred to by Department above are as follows:**

- \$141,087: Debt Service (cash reserve spent down supplementing debt on voter approved pool bond and new debt for projects);**
- \$90,749: Police (we've been two officers short and are now budgeting for full staff with the recently approved wage schedule increase);**
- \$35,633: Pool (wage and maintenance cost increases, 10 year old facility); and,**
- \$10,125: Library (wage and cost increases).**

****Certified Valuation (8/16/2024): \$220,907,700**

>>>Budget Summary continued on Page 2

2) Proposed Budget Summary by Department - Pages 5-17

*Identifies Major Revenue and Expenditure Areas in each department / fund, and includes previous year budget comparison.

*Also identifies **ESTIMATED** current year budget performance by department and applies any available surplus to 2024-25 proposed budget.

*Combined, all operations are estimated to perform better than budget for current fiscal year - 2023-24 - by **\$902,895** - due to capital projects planned for 2023-24 moving to 2024-25 completion.

*Governmental Funds as a whole are estimated to perform **\$609,085** better than budgeted - due to budgeted Capital Projects not completed - available surplus to apply to 2024-25 budget for those projects.

*Business-Type Funds (Utilities) are estimated to perform with a budget surplus of **\$293,810** due to the planned Water and Sewer Capital projects carrying into the 2024-25 budget year. Surplus funds will be applied to those projects, along with the ARPA funds recieved after COVID.

*Payroll and Benefits - budgeting about a 6.5% aggregate increase of this grouping. Benefit Premiums are increasing by 14%. The budget also includes a COLA increase approved by the City Council in August. The Health Insurance Premiums are still below the premium level we were at two years ago when we made the switch, but our new plan is not immune to inflationary conditions and premium rate creep.

*Many of our employees have primary functions in one department, but often cross-over and assist in other areas as needed so individual payroll and benefits is split up between Departments for such employees. So this year, included in each Department's Payroll & Benefits line item is the breakdown of the share of employee wages included for that department. This is not a new practice, but I thought it might be helpful for you to know this information.

For example, Our Water Commissioner/Building Inspector's Payroll and Benefits are allocated as follows:

- 50% Water Department;
- 20% General Administration;
- 15% Sewer Department;
- 15% Street Department.

*Budgeting for Full 3-Man Police Department - at current wage levels requires a significant increase in property tax asking for the Police Department.

3) Capital Project Plans by Department - Pages 19-24

*Lists Major Projects and Purchases that are either already planned or proposed for 2024-25 and beyond.

**Capital Improvement Sales Tax Funds proposed to be split between Parks (6.6% - Eli Porter Memorial Project); Streets (26.8% - Street Improvements); Water (26.8% -Water System Improvements); and Sewer (26.8% - Sewer System Improvements), and Economic Development/Housing Director Benefits (13%).

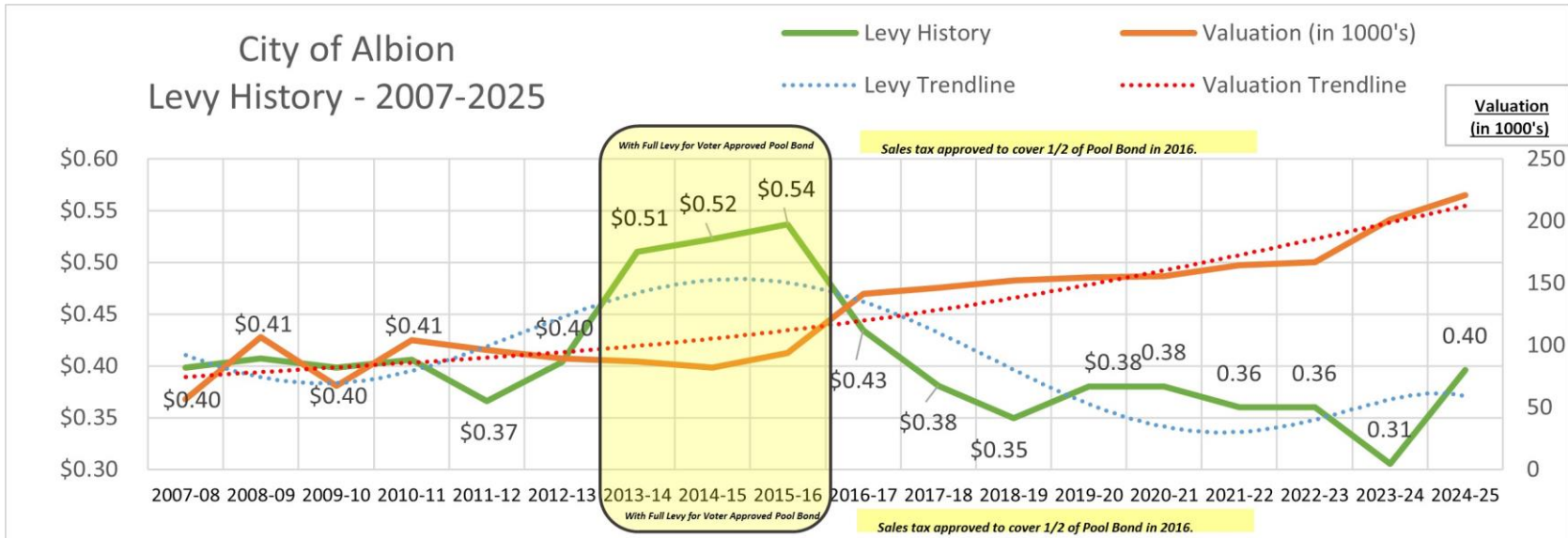
2022 Valuation	\$ 166,858,324	(*Certified by assessor on 8/15/22)
2023 Valuation	\$ 201,363,740	(Certified by assessor on 8/14/23)
2024 Valuation	\$ 220,907,700	(Estimated - to be certified by assessor by 8/20/24)

DEPT	Property Tax Required 2023-24	Proposed 2023-2024 Request (with 1% Fee)	2023-24 LEVY	Property Tax Required 2024-25	Proposed 2024-2025 Request (with 1% Fee)	Proposed 2024-25 LEVY	Property Tax Request Difference	
General Admin.	\$ 33,975	\$ 34,315	\$ 0.0170	\$ 27,589	\$ 27,864.89	\$ 0.0126	\$ (6,450)	
Street	\$ 45,000	\$ 45,450	\$ 0.0226	\$ 35,490	\$ 35,844.90	\$ 0.0162	\$ (9,605)	
Park	\$ 117,338	\$ 118,511	\$ 0.0589	\$ 115,385	\$ 116,538.85	\$ 0.0528	\$ (1,973)	
Pool	\$ 22,700	\$ 22,927	\$ 0.0114	\$ 57,980	\$ 58,559.80	\$ 0.0265	\$ 35,633	
Police	\$ 270,410	\$ 273,114	\$ 0.1356	\$ 360,260	\$ 363,862.60	\$ 0.1647	\$ 90,749	
Fire	\$ 2,500	\$ 2,525	\$ 0.0013	\$ 2,695	\$ 2,721.95	\$ 0.0012	\$ 197	
Library	\$ 98,494	\$ 99,479	\$ 0.0494	\$ 108,519	\$ 109,604.19	\$ 0.0496	\$ 10,125	
SUB TOTAL	\$ 590,417	\$ 596,321	\$ 0.2961	\$ 707,918	\$ 714,997	\$ 0.3237	\$ 118,676	24-25 Levy if use '23-24 Tax RQ
G.O. Bond Fund	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,500	\$ 0.0229	\$ 50,500	\$ 0.2788
Pool Bonds	\$ 19,300	\$ 19,493	\$ 0.0097	\$ 108,990	\$ 110,080	\$ 0.0498	\$ 90,587	Percent Change in Tax Request
TOTAL	\$ 609,717	\$ 615,814	\$ 0.3058	\$ 866,908	\$ 875,577.08	\$ 0.3964	\$ 259,763	42.18%
							\$ 0.0905	Levy Difference
							29.60%	CITY LEVY CHANGE

*Subject to change with modifications to budget and/or ACTUAL VALUATION

**Where does the Property Tax requested by the City of Albion go?
How is the Property Tax allocated?**

Proposed 2024-25 LEVY by Department	Below is an allocation chart of the 2024-25 City Property Tax based on property valuation.							
	\$100,000	\$150,000	\$200,000	\$250,000	\$300,000	\$350,000	\$400,000	
General Admin.	\$ 0.0126	\$12.60	\$18.90	\$25.20	\$31.50	\$37.80	\$44.10	\$50.40
Street	\$ 0.0162	\$16.20	\$24.30	\$32.40	\$40.50	\$48.60	\$56.70	\$64.80
Park	\$ 0.0528	\$52.80	\$79.20	\$105.60	\$132.00	\$158.40	\$184.80	\$211.20
Pool	\$ 0.0265	\$26.50	\$39.75	\$53.00	\$66.25	\$79.50	\$92.75	\$106.00
Police	\$ 0.1647	\$164.70	\$247.05	\$329.40	\$411.75	\$494.10	\$576.45	\$658.80
Fire	\$ 0.0012	\$1.20	\$1.80	\$2.40	\$3.00	\$3.60	\$4.20	\$4.80
Library	\$ 0.0496	\$49.60	\$74.40	\$99.20	\$124.00	\$148.80	\$173.60	\$198.40
Operating Levy	\$ 0.3236	\$323.60	\$485.40	\$647.20	\$809.00	\$970.80	\$1,132.60	\$1,294.40
G.O. Bond Fund	\$ 0.0229	\$22.90	\$34.35	\$45.80	\$57.25	\$68.70	\$80.15	\$91.60
Pool Bonds	\$ 0.0498	\$49.80	\$74.70	\$99.60	\$124.50	\$149.40	\$174.30	\$199.20
Debt Levy	\$ 0.0727	\$72.70	\$109.05	\$145.40	\$181.75	\$218.10	\$254.45	\$290.80
Total Levy	\$ 0.3963	\$396.30	\$594.45	\$792.60	\$990.75	\$1,188.90	\$1,387.05	\$1,585.20



Preliminary 2024-2025 Budget - By Department

Column Descriptions:	
*2023-24 BUDGET: Council Adopted Budget for Fiscal Year Oct 1, 2023 to Sep 30, 2024.	
** Estimated 2023-2024: Estimated Performance for FY 2023-2024 utilizing current performance, forecast of last quarter, and historical data.	
*** Difference: Illustrates difference in the budgeted v. estimated year end department Revenue, Expenditure, and overall performance.	
**** Proposed 2024-25: Proposed Department Budgets - utilizing any expected surplus/cash reserve from current/previous years.	
TOTAL EXPECTED 2023-24 BUDGET SURPLUS/CASH RESERVE FOR ALL CITY DEPARTMENTS TO CARRY FORWARD INTO 2024-25: \$ 902,895.00	

General Administration	2023-24 BUDGET	Estimated 2023-24	Difference	Proposed 2024-25
Property Tax Revenue	\$ 33,975.00	\$ 34,380.00		\$ 27,589.00
In Lieu of Tax & Pro Rate	\$ 88,100.00	\$ 74,320.00		\$ 73,000.00
Grant Income - Hazard Mitigation Grant (Sirens)	\$ -	\$ -		\$ 75,000.00
Municipal Equalization (State Aid)	\$ -	\$ -		\$ -
Building Permit Fees	\$ 12,500.00	\$ 11,200.00		\$ 12,000.00
Other Revenue	\$ 34,570.00	\$ 65,861.00		\$ 71,370.00
Franchise Fee Revenue	\$ 225,910.00	\$ 208,680.00		\$ 211,500.00
Nuisance Abatement Income (placeholder)	\$ 35,000.00	\$ 10,954.00		\$ 20,000.00
Transfer In - Sinking Fund for Capital Outlay/Maintenance	\$ -	\$ -		\$ -
Transfer In - Solid Waste	\$ 9,865.00	\$ 9,865.00		\$ 60,600.00
Transfer In - Sales Tax	\$ 11,310.00	\$ 11,440.00		\$ 11,310.00
Total Department Revenue	\$ 451,230.00	\$ 426,700.00	\$ (24,530.00)	\$ 562,369.00
Operation & Maintenance	\$ 170,705.00	\$ 131,250.00		\$ 145,925.00
Capital Outlay	\$ -	\$ 18,000.00		\$ 110,000.00
Nuisance Abatement Expense (placeholder)	\$ 20,000.00	\$ 10,954.00		\$ 20,000.00
Payroll & Benefits (Administrator, Deputy Clerk, 20% Building Inspector/Water Operator, Mayor, Council) *14% increase in benefit premiums *3% Cost of Living Adjustment	\$ 284,525.00	\$ 280,300.00		\$ 296,640.00
Total Expenditures	\$ 475,230.00	\$ 440,504.00	\$ (34,726.00)	\$ 572,565.00
Applied Cash Reserves	\$ 24,000.00	\$ 24,000.00		\$ 10,196.00
Net Department Budget / Performance	\$ -	\$ 10,196.00	\$ 10,196.00	\$ -
			(FY Budget Surplus)	

Economic Development / Housing Initiative	2023-24 BUDGET		Estimated 2023-24	Difference	Proposed 2024-25
Donations	\$ -		\$ 70,000.00		\$ -
Misc Revenue	\$ 1,500.00		\$ 1,000.00		\$ 1,500.00
Interest Income	\$ 2,000.00		\$ 4,450.00		\$ 4,500.00
Transfer In - Sales Tax - for Housing Program Support	\$ 37,725.00		\$ 37,725.00		\$ 40,225.00
Transfer in (from Housing Fund)	\$ 67,240.00		\$ 64,970.00		\$ 69,420.00
Total Department Revenue	\$ 108,465.00		\$ 178,145.00	\$ 69,680.00	\$ 115,645.00
Operation & Maintenance	\$ 3,500.00		\$ 7,805.00		\$ 3,500.00
Transfers Out	\$ -		\$ 70,000.00		\$ -
Payroll & Benefits (Economic Development and Housing Program Director) *14% increase in benefit premiums *3% Cost of Living Adjustment	\$ 104,965.00		\$ 99,640.00		\$ 112,845.00
Total Expenditures	\$ 108,465.00		\$ 177,445.00	\$ 68,980.00	\$ 116,345.00
<i>Applied Cash Reserves</i>	\$ -		\$ -		\$ 700.00
Net Department Budget	\$ -		\$ 700.00	\$ 700.00	\$ -
				(FY Budget Surplus)	
Special Revenue Fund - Use to be determined	2023-24 BUDGET		Estimated 2023-24	Difference	Proposed 2024-25
<i>ARPA Special Revenue Funds {Water/Sewer Projects}</i>	\$ (280,524.00)		\$ -	\$ -	\$ 280,524.00

Street Department	2023-24 BUDGET	Estimated 2023-24	Difference	Proposed 2024-25
Property Tax Revenue	\$ 45,000.00	\$ 45,650.00		\$ 35,490.00
State Highway Allocation	\$ 271,668.00	\$ 274,350.00		\$ 288,171.00
Motor Vehicle Sales Tax	\$ 50,000.00	\$ 79,200.00		\$ 75,000.00
Motor Vehicle Fee	\$ 17,000.00	\$ 19,522.00		\$ 19,550.00
Transfer in - From Sales Tax Capital Improvements	\$ 180,000.00	\$ 180,000.00		\$ 61,365.00
Transfer in - From General Administration	\$ -	\$ -		\$ -
Transfer in - from Equipment Sinking Fund	\$ 25,000.00	\$ 17,250.00		\$ 8,750.00
Debt Issuance	\$ -			
Other Revenue	\$ 62,200.00	\$ 65,845.00		\$ 63,400.00
Total Department Revenue	\$ 650,868.00	\$ 681,817.00	\$ 30,949.00	\$ 551,726.00
Operation & Maintenance	\$ 151,911.00	\$ 169,816.00		\$ 145,361.00
Capital Outlay	\$ 36,329.00	\$ 32,120.00		\$ 8,750.00
Street Capital Improvements	\$ 230,000.00	\$ 155,490.00		\$ 105,875.00
Street Maintenance Program	\$ 260,000.00	\$ 260,000.00		\$ 50,000.00
Transfer to Sinking Fund	\$ -	\$ -		\$ -
Transfer to G.O. Bond Fund	\$ 114,428.00	\$ 114,428.00		\$ 117,158.00
Payroll & Benefits (50% Street Supervisor, 25% Sewer Operator, 15% Water Operator/Building Inspector, 25% Maintenance Workers) *14% increase in benefit premiums *3% Cost of Living Adjustment	\$ 165,985.00	\$ 185,110.00		\$ 197,220.00
Total Expenditures	\$ 958,653.00	\$ 916,964.00	\$ (41,689.00)	\$ 624,364.00
Applied Cash Reserves	\$ 307,785.00	\$ 307,785.00		\$ 72,638.00
Net Department Budget / Performance	\$ -	\$ 72,638.00	\$ 72,638.00 (FY Budget Surplus)	\$ -

Pool Department	2023-24 BUDGET	Estimated 2023-24	Difference	Proposed 2024-25
Property Tax Revenue	\$ 22,700.00	\$ 23,030.00		\$ 57,980.00
Tranfer in from General Fund	\$ -	\$ -		\$ -
Admission Fees	\$ 31,700.00	\$ 28,500.00		\$ 30,000.00
Transfer In From Municipal Lottery	\$ 11,630.00	\$ 12,150.00		\$ 11,680.00
Transfer In From Sinking Fund - for Improvements/Maintenance	\$ 72,190.00	\$ 72,190.00		\$ -
Transfer in from Sales Tax - for Maintenance	\$ -	\$ -		\$ 50,000.00
Sale of Surplus Property	\$ -	\$ 65.00		\$ -
Other Revenue	\$ 11,000.00	\$ 8,085.00		\$ 9,950.00
Total Department Revenue	\$ 149,220.00	\$ 144,020.00	\$ (5,200.00)	\$ 159,610.00
Day-to-Day Operation	\$ 38,990.00	\$ 54,340.00		\$ 40,950.00
Capital Outlay and Major Maintenance	\$ 58,230.00	\$ 38,790.00		\$ 50,000.00
Payroll	\$ 52,000.00	\$ 59,550.00		\$ 60,000.00
Total Expenditures	\$ 149,220.00	\$ 152,680.00	\$ 3,460.00	\$ 150,950.00
<i>Applied Cash Reserves</i>	\$ -	\$ -		\$ (8,660.00)
Net Department Budget	\$ -	\$ (8,660.00)	\$ (8,660.00)	\$ -
			(FY Budget Deficit)	

Police Department	2023-24 BUDGET	Estimated 2023-24	Difference	Proposed 2024-25
Property Tax Revenue	\$ 270,410.00	\$ 274,320.00		\$ 360,260.00
Transfer in - From Sales Tax (Building/Equip/Maint)	\$ 22,620.00	\$ 22,880.00		\$ 22,620.00
Transfer In - from Sinking Fund (Building/Equip/Maint)	\$ -	\$ -		\$ -
Other Revenue	\$ 19,050.00	\$ 2,670.00		\$ 19,050.00
Total Department Revenue	\$ 312,080.00	\$ 299,870.00	\$ (12,210.00)	\$ 401,930.00
Operation & Maintenance	\$ 41,660.00	\$ 28,740.00		\$ 45,000.00
Capital Outlay - (Possible Vehicle Trade)	\$ 44,000.00	\$ 40,100.00		\$ -
Transfer to Building/Equipment/Maintenance Sinking Fund	\$ -	\$ -		\$ 11,000.00
Payroll & Benefits (Preparing budget for a full 3-man department) *14% increase in benefit premiums *3% Cost of Living Adjustment	\$ 272,145.00	\$ 270,375.00		\$ 352,310.00
Total Expenditures	\$ 357,805.00	\$ 339,215.00	\$ (18,590.00)	\$ 408,310.00
<i>Applied Cash Reserves</i>	\$ 45,725.00	\$ 45,725.00		\$ 6,380.00
Net Department Budget	\$ -	\$ 6,380.00	\$ 6,380.00 (FY Budget Surplus)	\$ -

Library	2023-24 BUDGET		Estimated 2023-24	Difference	Proposed 2024-25	
Property Tax Revenue	\$	98,494.00	\$	99,920.00	\$	108,519.00
Transfer in - From Sales Tax	\$	11,310.00	\$	11,440.00	\$	11,310.00
Transfer in - From Sinking Fund	\$	-	\$	-	\$	-
Other Revenue	\$	8,500.00	\$	9,960.00	\$	10,250.00
Total Department Revenue	\$	118,304.00	\$	121,320.00	\$	130,079.00
Operation & Maintenance	\$	35,680.00	\$	33,910.00	\$	36,250.00
Collection Additions	\$	13,000.00	\$	12,500.00	\$	13,000.00
Capital Outlay/Transfer to Sinking Fund	\$	-	\$	-	\$	-
Payroll	\$	72,905.00	\$	78,330.00	\$	80,690.00
3% Cost of Living Adjustment						
Total Expenditures	\$	121,585.00	\$	124,740.00	\$	129,940.00
Applied Cash Reserves	\$	3,281.00	\$	3,281.00	\$	(139.00)
Net Department Budget	\$	-	\$	(139.00)	\$	-
				(FY Budget Deficit)		

Water Department	2023-24 BUDGET	Estimated 2023-24	Difference	Proposed 2024-25
Water Revenues (Recommend Rate increase)	\$ 307,345.00	\$ 287,120.00		\$ 297,700.00
Transfer in - From Sinking Fund	\$ -	\$ -		\$ -
Transfer in - From Sales Tax	\$ 38,362.00	\$ 39,475.00		\$ 61,365.00
DHHS Security Grant	\$ -	\$ -		\$ -
SRF Funding/Bond Proceeds	\$ 300,000.00	\$ -		\$ 300,000.00
Transfer in from ARPA Special Revenue Account	\$ 140,262.00	\$ -		\$ 140,262.00
Other Revenue	\$ 24,850.00	\$ 19,965.00		\$ 22,750.00
Total Department Revenue	\$ 810,819.00	\$ 346,560.00	\$ (464,259.00)	\$ 822,077.00
Operation & Maintenance	\$ 153,110.00	\$ 86,175.00		\$ 152,550.00
Capital Projects - Water System Improvements/Extensions	\$ 695,855.00	\$ 105,220.00		\$ 601,000.00
Capital Outlay (Equipment, etc. or Transfer to Sinking)	\$ -	\$ -		\$ 96,587.00
Future Development Capital Improvement	\$ 38,362.00	\$ -		\$ -
Tower Maintenance (transfer unused to sinking fund)	\$ 10,000.00	\$ 3,380.00		\$ 10,000.00
Transfer to Tower Maintenance Sinking Fund	\$ -	\$ 6,620.00		\$ -
2013-14 Well Loan Payments	\$ 16,523.00	\$ 16,523.00		\$ 16,405.00
2018-19 Well Loan Payments	\$ 28,314.00	\$ 28,302.00		\$ 28,210.00
Payroll & Benefits (50% Water Operator/Building Inspector, 25% Sewer Operator, 25% Street Supervisor, 33% Utility Billing Clerk, 25% Maintenance Workers) *14% increase in benefit premiums *3% Cost of Living Adjustment	\$ 122,415.00	\$ 134,460.00		\$ 136,965.00
Total Expenditures	\$ 1,064,579.00	\$ 380,680.00	\$ (683,899.00)	\$ 1,041,717.00
Applied Cash Reserves	\$ 253,760.00	\$ 253,760.00		\$ 219,640.00
Net Department Budget	\$ -	\$ 219,640.00	\$ 219,640.00 (FY Budget Surplus)	\$ -

Sewer Department	2023-24 BUDGET	Estimated 2023-24	Difference	Proposed 2024-25
Sale of Surplus Property / Material Sales	\$ 500.00	\$ 1,885.00		\$ 500.00
Sewer Use Revenue (Recommend Rate Increase)	\$ 440,620.00	\$ 439,350.00		\$ 452,510.00
Transfer in - From Sales Tax	\$ 38,363.00	\$ 39,475.00		\$ 61,365.00
Transfer In - From Sewer Sinking Fund	\$ 56,500.00	\$ -		\$ 160,000.00
Transfer in from ARPA Special Revenue Account	\$ 140,262.00	\$ -		\$ 140,262.00
Bond Proceeds	\$ 950,000.00	\$ -		\$ 250,000.00
Other Revenue	\$ 12,000.00	\$ 17,025.00		\$ 17,500.00
Total Department Revenue	\$ 1,638,245.00	\$ 497,735.00	\$ (1,140,510.00)	\$ 1,082,137.00
Operation & Maintenance	\$ 73,975.00	\$ 72,040.00		\$ 81,425.00
Sewer System Improvements/Extensions/Sludge Application Project	\$ 1,270,262.00	\$ 81,000.00		\$ 443,000.00
Sewer System Maintenance Projects (Manhole and Sewer Line Rehab)	\$ 80,000.00	\$ 64,000.00		\$ 176,000.00
Capital Outlay (Equipment, etc. or Transfer to Sinking)	\$ 20,000.00	\$ -		\$ 73,555.00
Future Development Capital Improvement	\$ 38,363.00	\$ -		\$ -
WWTF Financing Payments	\$ 217,960.00	\$ 217,960.00		\$ 219,172.00
Payroll & Benefits (50% Sewer Operator, 15% Water Operator/Building Inspector, 25% Street Supervisor, 33% Utility Billing Clerk, 25% Maintenance Workers) *14% increase in benefit premiums *3% Cost of Living Adjustment	\$ 119,140.00	\$ 122,250.00		\$ 130,925.00
Total Expenditures	\$ 1,739,700.00	\$ 557,250.00	\$ (1,182,450.00)	\$ 1,124,077.00
<i>Applied Cash Reserves</i>	\$ -	\$ -		\$ 41,940.00
Net Department Budget	\$ (101,455.00)	\$ (59,515.00)	\$ 41,940.00 (FY Budget Surplus)	\$ -

Solid Waste Department	2023-24 BUDGET	Estimated 2023-24	Difference	Proposed 2024-25
Garbage Use Revenue	\$ 25,195.00	\$ 285,510.00		\$ 295,500.00
Grant Income (Tire Collection)	\$ -	\$ -		\$ -
Other Revenue	\$ 2,000.00	\$ 50.00		\$ 2,000.00
<i>Total Department Revenue</i>	<i>\$ 257,195.00</i>	<i>\$ 285,560.00</i>	<i>\$ 28,365.00</i>	<i>\$ 297,500.00</i>
Operation & Maintenance	\$ 7,630.00	\$ 5,380.00		\$ 7,650.00
Contract Costs (Solid Waste, Grass Pile, Tree Pile, Clean up Days)	\$ 218,000.00	\$ 216,900.00		\$ 230,000.00
Transfers Out (General/Library)	\$ 9,865.00	\$ 9,865.00		\$ 60,600.00
Capital Outlay (Or Transfer to Sinking)	\$ -	\$ -		\$ -
Payroll & Benefits (34% Utility Billing Clerk) *14% increase in benefit premiums *3% Cost of Living Adjustment	\$ 29,895.00	\$ 29,380.00		\$ 31,480.00
<i>Total Expenditures</i>	<i>\$ 265,390.00</i>	<i>\$ 261,525.00</i>	<i>\$ (3,865.00)</i>	<i>\$ 329,730.00</i>
<i>Applied Cash Reserves</i>	<i>\$ 8,195.00</i>	<i>\$ 8,195.00</i>		<i>\$ 32,230.00</i>
Net Department Budget	\$ -	\$ 32,230.00	\$ 32,230.00 (FY Budget Surplus)	\$ -

G.O. Bond Fund	2023-24 BUDGET		Estimated 2023-24	Difference	Proposed 2024-25	
Property Tax Revenue - Pool Bonds	\$	19,300.00	\$	20,560.00	\$	108,990.00
Property Tax Revenue - Other GO Bonds	\$	-	\$	-	\$	50,000.00
In Lieu of Tax and Pro Rate	\$	12,650.00	\$	4,230.00	\$	4,100.00
Transfer in - Sales Tax	\$	113,120.00	\$	114,410.00	\$	113,100.00
Transfers in (Street)	\$	114,428.00	\$	114,428.00	\$	117,158.00
Miscellaneous	\$	-	\$	-		
Bond Proceeds -	\$	-	\$	-		
Total Department Revenue	\$	259,498.00	\$	253,628.00	\$	393,348.00
2023-2024 - Water and Sewer Construction Bonds	\$	-	\$	-	\$	50,000.00
2018 Street Construction Bonds	\$	114,428.00	\$	114,428.00	\$	117,158.00
2017 Pool Bonds - Refunded	\$	218,695.00	\$	218,695.00	\$	220,320.00
Total Expenditures	\$	333,123.00	\$	333,123.00	\$	387,478.00
<i>Applied Cash Reserves</i>	\$	73,625.00	\$	73,625.00		(5,870.00)
Net Department Budget	\$	-	\$	(5,870.00)	\$	-
						(FY Budget Deficit)
Municipal Lottery (Keno) Fund	2023-24 BUDGET		Estimated 2023-24	Difference	Proposed 2024-25	
Keno Revenue	\$	11,500.00	\$	12,100.00	\$	11,000.00
Total Department Revenue	\$	11,500.00	\$	12,100.00	\$	11,000.00
Operating Expenses	\$	200.00	\$	290.00	\$	-
Transfers Out	\$	11,630.00	\$	12,150.00	\$	11,680.00
Total Expenditures	\$	11,830.00	\$	12,440.00	\$	11,680.00
<i>Applied Cash Reserves</i>	\$	330.00	\$	330.00		-
Net Department Budget	\$	-	\$	(10.00)	\$	(680.00)
						(FY Budget Deficit)

Sales Tax Fund	2023-24 BUDGET	Estimated 2023-24	Difference	Proposed 2024-25
Interest Income	\$ 8,080.00	\$ 10,250		\$ 10,500.00
Sales Tax Revenue - One Cent (Capital Projects)	\$ 339,350.00	\$ 343,240		\$ 228,825.00
Sales Tax Revenue - One Cent (ED)	\$ 113,120.00	\$ 114,410		\$ 228,825.00
Sales Tax Revenue - 1/2 Cent (Fire)	\$ 67,870.00	\$ 68,650		\$ 67,870.00
Sales Tax Revenue - 1/2 Cent (Police)	\$ 22,620.00	\$ 22,880		\$ 22,620.00
Sales Tax Revenue - 1/2 Cent (City Hall)	\$ 11,310.00	\$ 11,440		\$ 11,310.00
Sales Tax Revenue - 1/2 Cent (Library)	\$ 11,310.00	\$ 11,440		\$ 11,310.00
Sales Tax Revenue - 1/2 Cent (Pool Bond)	\$ 113,120.00	\$ 114,410		\$ 113,100.00
Motor Vehicle Sales Tax Revenue	\$ 50,000.00	\$ 79,200		\$ 75,000.00
Total Department Revenue	\$ 736,780.00	\$ 775,920.00	\$ 39,140.00	\$ 769,360.00
Transfer to Street Fund for Improvements	\$ 180,000.00	\$ 181,200		\$ 61,365.00
Transfer to Water - Infrastructure Fund	\$ 38,362.00	\$ 39,475		\$ 61,365.00
Transfer to Sewer - Infrastructure Fund	\$ 38,363.00	\$ 39,475		\$ 61,365.00
Transfer to Park - Capital Projects	\$ 82,625.00	\$ 82,375		\$ 15,005.00
Transfer to General Adm - Housing Program Benefits	\$ 37,725.00	\$ 37,725		\$ 40,225.00
Transfer to Economic Development (from Fund Balance)	\$ 200,000.00	\$ 114,410		\$ 228,825.00
Transfer to Fire Dept - Equipment Reserve	\$ 67,870.00	\$ 68,650		\$ 67,870.00
Transfer to Police - Capital Projects, Equip, Maint.	\$ 22,620.00	\$ 22,880		\$ 22,620.00
Transfer to Library - Capital Projects, Equip, Maint.	\$ 11,310.00	\$ 11,440		\$ 11,310.00
Transfer to General (City Hall) - Capital Projects, Equip, Maint.	\$ 11,310.00	\$ 11,440		\$ 11,310.00
Transfer to GO Debt - Pool Bond	\$ 113,120.00	\$ 114,410		\$ 113,100.00
Motor Vehicle Sales Tax to Street Dept	\$ 50,000.00	\$ 79,200		\$ 75,000.00
Transfer to Pool - Improvements/Maintenance	\$ -	\$ -		\$ 50,000.00
Transfer to G.O. Bond Fund	\$ -	\$ -		\$ -
Total Expenditures	\$ 853,305.00	\$ 802,680	\$ (50,625)	\$ 819,360.00
Applied Cash Reserves	\$ 116,525.00	\$ 116,525.00		\$ 50,000.00
Net Department Budget	\$ -	\$ 89,765.00	\$ 89,765.00	\$ -
			(FY Budget Surplus)	

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The City's Capital Improvement Plan is developed by the City based upon critical community needs as well as citizen concerns expressed in regular surveys.

Red Flag - High Need:

<u>Sewer Rehabilitation</u>	Following video camera survey of collection lines we're starting to prioritize rehabilitation including Manholes and Sewer Main lining and are dedicating funds for these activities
<u>Water and Sewer Extensions</u>	Extention of Services and Fire Protection to Developed Properties annexed in 2022 - contract awarded for 2024-25
<u>Civil Defense Siren Improvements</u>	One siren is completely non-functioning. Creating a plan to replace three sirens with larger coverage area to cover all developed areas within the ETJ. Applying for Hazard Mitigation Funding.
<u>Repair Pool Leak</u>	There is a significant leak at the pool. Hiring leak detection/repair firm to locate and repair this off season.
* Playground Equipment Updates - including accessible features	** Funding raised and contract approved for Eli Porter Memorial Project - to be completed FY 2024-25 **Clark Street Park Project - applied for Rural Community Recovery Program Grant to Fund improvements - 2025-2027
* Assurance of safe drinking water	New Well online in 2020; however, wells 2 and 3 collapsed and are decommissioned. Mayor recommends planning for new well in deeper water formation further south.

Orange Flag - Moderate to High Need:

* Recreational Walking/Running Trails	Added to the Capital Improvement Plan in 2016 - <u>Phase I completed in 2018.</u> <u>Phase 2, linking Fuller Park, Clark Park, and Sports Complex - 2025-27 - pending Grant Application.</u>
* Campground Expansion	Added to Capital Improvement Plan in 2016. <u>20 sites with Water and Electricity added in FY '21-22.</u> <u>*Sewer to be extended '25-27 following the sewer main project through South Park Subdivision</u>
* Irrigation System for Sludge Application	Qualifying use of ARPA funds. Project would be more efficient method of application, could rotate crops and also potentially apply compost from grass pile on crop ground ourselves, rather than pay to have it hauled away. *Target for FY '24-25
* Sports Complex Improvements	*Based on 2019 input from parents and coaches. Albion Baseball has prioritized a batting cage project (24-25). In future should consider replacing aged light poles, relocate transformers, additional fencing, drainage improvements, new concession stand. Target for '25-27

Yellow Flag - Moderate Need:

* General Street Conditions/Maintenance	Annual Maintenance Program included in O&M Budget (Crack sealing every year. Significant Microsurfacing occurred 2017 & 2024) ON GOING
* C-2 - Commercial Alley Paving	Prioritizing several commercial alleys a year to be funded by sales tax funds ON GOING
* Trees in Public Spaces	Added to Parks Operation & Maintenance Budget
* Storm Water Drainage Improvements	Phases I thru III Complete - 2016-2020 Necessity of future phases to be determined

City of Albion Capital Improvement Plan - by Department

Street Department

Funds Available for Capital Projects

\$72,886	Cash Balance/Budget Suplus - 9/30/2024
\$21,624	Excess Highway Allocation and Motor Vehicle Taxes/Fees
\$61,365	Sales Tax for Street Improvements
\$8,750	2024-2025 Transfer in from Street Equipment Reserve

\$164,625 Total Estimated Resources Available for Street Department Capital Improvements and Additions 2024-25

Projects Estimated Cost

\$30,000	2025 Crack Sealing & Maintenance Program
\$20,000	2025 Storm Sewer Maintenance Program
\$105,875	2024-25 - Street Repairs and Alley Paving

\$155,875 Total 2024 Maintenance Items

\$8,750 General Capital Outlay/Equipment 2024-25

\$0 Remainder for Projects/Equipment - or carry forward to next fiscal year.

\$300,000	Estimated - Project 108 - 11th Street South of Fairview - 6 year Plan
\$250,000	Estimated - Project 109 - 11th Street South of Fairview - 6 year Plan
\$20,000	Estimated - Project 87 - Fuller Street back to gravel - 6 Year Plan
\$450,000	Estimated - Project 106 - Main Street and Church Street - RCP Storm Sewer - 6 year plan
\$450,000	Estimate needs revised - Project 88 - Sale Barn Road - 5th Street to Hiway 14 - Drainage structures to existing storm drainage - 6 year plan

\$1,470,000 Total Estimated Cost of Known Planned Projects & Capital Expenditures

\$250,000 2030 Asphalt Maintenance Program - Microsealing and/or Armorcoating Surfaces

General

Funds Available for Capital Projects

\$75,000	Potential Grant Funding - FEMA Hazard Mitigation (75/25 Grant for Sirens)
\$100,000	Total Resources Available for General Fund Capital Improvements 2024-25

Projects Estimated Cost

\$100,000	Tornado Siren Replacement - behind Applied Connective (24-25)
\$185,000	City Hall Parking Improvements 26-28

Parks Department	
<u>Funds Available for Capital Projects</u>	
\$388,100	Cash Reserved for Eli Porter Memorial Project
\$100,000	Expected Donations for Albion Baseball Batting Cage Project
\$31,900	Pledges for Eli Porter Memorial Project
\$15,000	Sales Tax Transfer for Capital Projects
\$1,000,000	*Rural Community Recovery Program Grant - applied in July 2024. Potential award in October 2024 *
\$1,535,000	Total Resources Available for Parks Department Capital Outlay 2024-25
<u>Project Estimated Cost</u>	
\$100,000	Albion Baseball - Batting Cage Project
\$435,000	Accessible Park Equipment Replacement/Improvements/Updates - Eli Porter Memorial Project(24-25)
\$300,000	Estimated - Sports Complex Improvements - Replace Light Systems (26-28)
\$35,000	Estimated - Sports Complex Improvements - Central Drain System Behind Fields (24-28)
\$0	Sports Complex Improvements - New concessions stand/RR Building (26-30) - no estimate of cost yet.
\$500,000	Estimated - Clark Street Park Accessible Improvements (2025-2027) - pending plan and funding *
\$500,000	Estimated - Boone County Trail System Future Phase (2025-27) - Pending plan and funding *
\$535,000	Total Estimated Cost of Capital Projects/Purchases - 24-25
\$1,000,000	Remainder for Projects - Allocate or Carry into 2025-26
Pool Department	
<u>Funds Available for Capital Projects</u>	
\$0	City Sinking Funds reserved for Pool Project - Future Improvement and Maintenance
\$50,000	Sales Tax Transfer for Improvements/Maintenance
\$50,000	Total Resources Available for Pool Department Capital Improvements 2024-25
<u>Projects Estimated Cost</u>	
\$15,000	Additional Manhole for access to spray pad piping and valves & repair spray feature - 24-25
\$35,000	Repair Pool Leak - 24-25
\$27,000	Repaint Pool - 25-26
\$77,000	Total Estimated Cost of Known Projects through 2026

Library Department	
<u>Funds Available for Capital Projects</u>	
	\$163,420 Total Resources Available for Library Department Capital Improvments 2024-25
<u>Projects Estimated Cost</u>	
\$163,420	Make old basement accessible Project for 2024-26 - No cost estimate yet (Library board investigating)
	\$163,420 Total Estimated Cost of Known Projects
Fire Department	
<u>Funds Available for Capital Projects</u>	
\$219,894	Estimated Equipment Sales Tax Reserve Balance - 9/30/24
\$67,870	2024-25 Transfer in from Sales Tax for Equipment and Maintenance
	\$287,764 Total Resources Available for Fire Department Capital Improvements 2024-25
<u>Projects Estimated Cost</u>	
\$110,993	Uniforms, Equipment Maintenance, Equipment Purchases (funded by sales tax/sinking funds) - unused transferred to future equipment sinking fund
	\$110,993 Total Estimated Cost of Known Projects
	\$176,771 Remainder for Equipment & Maintenance in Fire Dept Fund - Allocate or Carry into 2024-25

Water Department	
<u>Budgeted Funds Available for Capital Projects</u>	
\$195,960	Cash Reserves for Capital Projects
\$61,365	Sales Tax for Future Developments
\$300,000	Proposed Financing - Bonds/SRF
\$140,262	ARPA Funds for Capital Projects
\$697,587 Total Resources Available for Water Department Capital Improvements 2024-25	
<u>Future Projects Estimated Cost</u>	
Priority 1 Annexation Water Projects	
\$163,000	Annexation Area 1-B Group 1A - Developed Lots - State Street near Fairgrounds Road - New 6" main - abandon 2"
\$53,000	Annexation Area 1-C - Developed lots - Norco Road North of Old Mill Road - New 6" main - abandon 2"
\$64,000	Annexation Area 1-D -Group 3A - Developed Lots on 4th South of Fairview - New 6" main - abandon 2"
\$64,000	Upsize 4" water main on Fairview Street
\$133,000	Extend 6" water main along Walnut to Loop to Fire Hall
\$30,000	Extend 6" to Albion Business Park for Fire Protection (FSA, Professional Building, Applied Connective, Haber Tire)
\$45,000	Extend 6" Water south on Fairgrounds Road (aprx 600')
\$49,000	Extend 6" water from 8th Street to campgrounds - provide redundant entry to distribution system from Well/Tower sites.
\$601,000	2024-25 Total
\$96,587	Capital Outlay For Water Equipment/Improvements
\$697,587	Total Capital Expenditures for 2024-25
Priority 2 Annexation Water Projects - FUTURE YEARS	
\$266,300	Annexation Area 1-B Group 1B - Undeveloped Lots - N of State Street near Fairgrounds Road
\$66,000	Annexation Area 1-D -Group 3B - Undeveloped Lots on 4th South of Fairview - future 6" main
\$332,300	2026 & Beyond
\$0	Future Developments Reserve - 2025 & Beyond
\$1,500,000	New Well/Distribution/Transmission Expansion (2026-30)
\$2,433,300 Total Estimated of Current/Future Projects	

Sewer Department	
<u>Budgeted Funds Available for Capital Projects</u>	
\$209,293	Cash Reserves
\$31,635	Expected available Revenues for Extension Project
\$61,365	Sales Tax for Future Developments
\$250,000	Proposed Financing - Bonds/SRF
\$140,262	ARPA Funds for Improvement and Rehab Projects
\$692,555 Total Resources Available for Sewer Department Capital Improvements 2024-25	
<u>Future Projects Estimated Cost</u>	
Priority 1 Annexation Sanitary Projects - 2024-25	
\$147,000	Annexation Area 1-B Group 1A - Developed Lots - State Street near Fairgrounds Road
\$80,000	Annexation Area 1-C Group 2A - Extension of Sewer North on 11th Street to Old Mill Road
\$68,000	Annexation Area 1-D Group 3A - Developed Lots on 4th South of Fairview - New 8" main
\$48,000	Extend Sewer from 8th Street west to Campground expansion
\$343,000	2024-25 Total
Priority System Upgrade and Rehab Projects - '24-25	
\$176,000	Manhole Projects/Sewer Inspection/Other Maintenance and Improvements
\$73,555	General Capital Outlay - Equipment, etc.
\$100,000	Sludge Application / Irrigation
\$349,555	2024-25 Total
\$692,555 2024-2025 - Total Planned Capital Expenditures	
Priority System Upgrade and Rehab Projects - '25-27	
\$500,000	Sewer Main Lining Rehab
\$500,000	Total Priority System Upgrade and Rehab Projects 2025-2027
Priority 2 Annexation Sanitary Projects - 2026 & Beyond	
\$334,000	Annexation Area 1-B Group 1B - Undeveloped Lots - State Street near Fairgrounds Road
\$495,000	Annexation Area 1-C Group 2B - Old Mill Road and Norco Road
\$110,000	Annexation Area 1-D Group 3B - Undeveloped Lots on 4th South of Fairview - future 8" main
\$151,700	Annexation Area 1-F Future Sanitary along Hwy 14 across front of Applied/FSA office lots
\$1,090,700	2026 & Beyond Total
\$0	<i>Future Developments Reserve</i>
\$2,283,255 Total Estimated Cost Current/Future Projects	