



City of Hartford * County of Van Buren * State of Michigan

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Brown, City Manager *NB*

DATE: April 30, 2025

RE: **DRAFT ANNUAL BUDGET FYE JUNE 30, 2026**

ITEM BEFORE THE COMMISSION:

The item before the Commission is a draft proposal for the June 30, 2026 Fiscal Year.

DISCUSSION:

The city manager started the budget process in February by meeting with department heads. The city treasurer and I met one-on-one with department heads to accept their proposed department budgets.

Included is a rough draft of the proposed fiscal year-end budget. I have not received all the quotes needed for the comprehensive improvement budget. Other items within the budget are highlighted in yellow; the highlight means that I'm working on the budget number. Below are the significant changes being proposed.

Items needed to complete the budget:

- Audit Request for Proposal
- WWTP Operator proposal
- The commission must decide which water/sewer rate to increase in the budget.
- Comprehensive Improvement Projects

Proposed changes:

- Police Officers' work duties include Code Enforcement.
- Utility Operators \$150K.
- Hungerford assistance in the Treasurers' department.
- Deputy city clerk from full-time to part-time.
- Create a part-time position as an administrative assistant for the city manager, and assist with the front window.
- Research clothing allowances into different options for DPW and WWTP staff.
- Police Chief's salary increases to \$85,000
- Decrease the police department staff from 5 full-time and 1 part-time officer to 4 full-time (including the chief) and 1 part-time officer.

- Staff salary increases by 5%.
- 13% increase in health insurance

Staff is not asking the city commission to approve the budget. This is a rough draft. The commission will receive an updated budget for the May city commission meeting.

DRAFT

CITY OF HARTFORD

2025 - 26 BUDGET SUMMARY GENERAL FUND

		Actual as of 03312025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET	
Fund 101 - GENERAL FUND					COMMENTS
REVENUES					
402.000	REAL PROPERTY TAX - CURRENT	365,722	396,062	485,000	
403.000	VAN BUREN ROAD MILLAGE	201	24,000	31,678	increase
404.000	MUNICIPAL SERVICES AGREEMENTS	10,885	44,000	50,000	
410.000	PERSONAL PROPERTY TAX - CURRENT	148,386	149,441	182,000	
411.000	LOCAL COMMUNITY STABILIZATION	7,560	7,000	9,300	
420.000	PERSONAL PROPERTY TAX - DELQ	69	0	85	
432.000	PAYMENT IN LIEU OF TAXES	-1,824	0	0	
444.000	TRAILER COURT FEES	343	400	460	
445.000	PENALTIES AND INT ON TAXES	612	1,000	1,150	
447.000	PROPERTY TAX ADMIN FEE	23,039	26,000	29,900	

CITY OF HARTFORD**2025 - 26 BUDGET SUMMARY GENERAL FUND**

		FYE 06302024	FYE 06302025
		ORIGINAL	PROPOSED
		BUDGET	BUDGET
Actual as of	03312025		
448.000	DELINQUENT ADMIN FEE ON TAX	520	1,000
451.000	BUSINESS LICENSE AND PERMITS	0	225
454.000	FRANCHISE FEE, CABLE TV	10,143	15,550
476.000	NON-BUSINESS LICENSE & PERMITS	225	340
477.000	TEMPORARY DUMPSTER PERMIT	60	100
478.000	MEDICAL MARIJUANA FEES	2,723	3,000
479.000	RECREATIONAL MARIJUANA FEES	126,457	136,000
574.000	STATE SHARED REVENUE	183,540	275,066
574.001	EVIP STATE SHARED REVENUE	54,766	114,981
574.002	STATE SHARED REVENUE - CVTRS - CLFRF	173	200
577.000	STATE REIMB FOR ELECTION	2,837	500
601.000	GARNISHMENT CHARGES	70	210

CITY OF HARTFORD**2025 - 26 BUDGET SUMMARY GENERAL FUND**

			FYE 06302024	FYE 06302025
		Actual as of 03312025	ORIGINAL BUDGET	PROPOSED BUDGET
607.000	SPLIT/COMBINE FEE	50	300	100
610.000	NSF CHECK FEE	60	90	90
626.201	COPY FEES-FISCAL	98	200	200
627.301	LABOR-XING GUARDS/RESOURCE OFF	2,106	2,500	3,000
635.201	NOTARY FEES	491	500	750
641.440	MOWING & MISC. SERVICES	300	200	400
643.440	SCRAP & SALVAGE SALES	1,588		2,500
653.301	SALE OF INSURANCE REPORTS	73	300	300
655.301	RESTITUTION	900	2,000	2,000
662.301	ORDINANCE FINES-DISTRICT COURT	44	300	300
665.000	INTEREST ON INVESTMENTS	2		10

CITY OF HARTFORD**2025 - 26 BUDGET SUMMARY GENERAL FUND**

		Actual as of 03312025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET
665.002	BANK INTEREST ON ACCOUNTS	17,814	8,500	24,000
671.000	MISC. REVENUE	25		100
671.202	ADMINISTRATION FEE - MAJOR	9,000	12,000	12,000
671.248	DDA - ADMINSTRATION FEE	1,800	2,400	2,400
671.251	ADMIN. FEE - BUILDING FUND	3,750	5,000	5,000
671.253	FEE FOR TAX BILL REQUEST	249	150	500
671.301	MISC REVENUE	1,727	0	2,500
671.590	ADMINISTRATION FEE – SEWER TREATMENT PLANT	67,875	43,000	43,000
671.591	ADMINISTRATION FEE – IRON REMOVAL PLANT	47,250	16,000	16,000
	ADMINISTRATION FEE- SEWER SYSTEM GENL OPERATIONS	0	47,500	47,500
	ADMINISTRATION FEE –WATER DISTRIBUTION SYSTEM	0	47,000	47,000
672.410	ZONING BOARD FEES	7,600	1,000	15,000

CITY OF HARTFORD

2025 - 26 BUDGET SUMMARY GENERAL FUND

			FYE 06302024	FYE 06302025
		Actual as of 03312025	ORIGINAL BUDGET	PROPOSED BUDGET
677.000	REIMBURSEMENTS - MISC	0	1,000	1,000
687.000	INSURANCE REFUNDS	0	5,000	2,500
694.000	CASH OVER (SHORT)	3	0	50
695.001	UNREALIZED (GAIN)/LOSS ON INV.	20,219	10,000	30,000
699.440	LABOR/EQUIPMENT-DPW	121,498	110,000	140,000
TOTAL Fund 101 - GENERAL FUND		1,241,029	1,492,135	1,735,095

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY GENERAL FUND

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET	
Fund 101 - GENERAL FUND				COMMENTS
REVENUES				
DEPT. 101 - CITY COMMISSION				
SALARY	8,640	8,700	8,700	
EMPLOYER'S FICA	0	550	666	
WORKERS COMPENSATION	75	100	125	
MISCELLANEOUS	1,202	1,500	2,000	
TRAINING FUND	40	1,000	1,000	
MEMBERSHIP FEES	2,730	3,000	3,000	
INSURANCE AND BONDS	0	3,000	2,900	
TOTAL DEPT. 101 - CITY COMMISSION	12,687	17,850	18,391	
DEPT. 171 - MAYOR				
SALARY	1,740	1,800	1,800	
EMPLOYER'S FICA	0	140	138	
MISCELLANEOUS	56	500	250	
TRAINING FUND	20	300	300	
TOTAL DEPT 171 - MAYOR	1,816	2,740	2,488	
DEPT 172 - CITY MANAGER				

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY GENERAL FUND

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET
SALARY	67,500	92,000	124,423
DEFERRED COMP	3312		5,400
FRINGE BENEFITS	7,456	9,000	13,276
EMPLOYER'S FICA	5,200	6,900	8,423
WORKERS COMPENSATION	181	300	325
CONTRACTUAL SERVICES	1,650	3,000	500
TRAVEL EXPENSE	842	3,000	5,000
			CAPCON, ICMA, MAP, MI BUILDING HOUSING CONF
MISCELLANEOUS	365	2,000	1,000
TRAINING FUND	1930	5,000	5,000
MEMBERSHIP FEES	808	1,500	1,500
INSURANCE AND BONDS	0	1,200	1,250
OFFICE EQUIPMENT	4,048	500	500
TOTAL 172 - CITY MANAGER	4,048	124,400	166,597
DEPT 215 - CLERK			
SALARY	73,395	104,250	86,483
SALARIES - OVERTIME	344	500	540
DEFERRED COMP	3,071	4,100	4,095
FRINGE BENEFITS	18,371	29,244	25,744
EMPLOYER'S FICA	5,740	8,000	6,616

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2025 - 26 BUDGET SUMMARY GENERAL FUND

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET
WORKERS COMPENSATION	362	600	1,738
TELEPHONE	0	800	650
TRAVEL EXPENSE	0	2,000	2,000
PUBLISHING	69	12,500	6,000
EQUIPMENT REPAIR	0		500 Laptop repair
MISCELLANEOUS	206	0	500
TRAINING FUND	50	3,000	3,000
MEMBERSHIP FEES	295	1,000	500
INSURANCE AND BONDS	0		1,250
OFFICE EQUIPMENT	2000	2,000	2,000
TOTAL DEPT 215 - CLERK	103,903	167,994	141,616
DEPT 223 - INDEPENDENT AUDIT			
AUDIT FEES	31,950	24,000	32,400
TOTAL DEPT 223 - INDEPENDENT AUDIT	31,950	24,000	32,400
DEPT 233 - CENTRAL SUPPLY			
OFFICE SUPPLIES	4,678	9,500	8,000
POSTAGE	2632	2,000	3,050
OPERATING SUPPLIES	1,679	1,800	2,500 Internet

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY GENERAL FUND

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET
CONTRACTUAL SERVICES	2,827	4,000	14,000 BS&A
REPAIR /MAINTENANCE	1,650	0	0
OFFICE EQUIPMENT	2632	200	0
TOTAL DEPT 233 - CENTRAL SUPPLY	16,098	17,500	27,550

DEPT 247 - BOARD OF REVIEW

CONTRACTUAL SERVICES	580	800	800
PUBLISHING	788	1,500	1,000
MISCELLANEOUS	114	250	150
TRAINING FUND	144	350	200
TOTAL DEPT 247 - BOARD OF REVIEW	1,626	2,900	2,150

DEPT 253 - TREASURER

SALARY	46,463	62,000	65,048
DEFERRED COMP	2,788	3,700	3,717
FRINGE BENEFITS	10,013	12,500	15,976
EMPLOYER'S FICA	3,517	5,000	4,976
WORKERS COMPENSATION	181	300	300
CONTRACTUAL SERVICES	996	3,500	Prepare for the audit and 25,000 training on reconciliation
TELEPHONE	0	0	600 Cellular

CITY OF HARTFORD**DRAFT****2025 - 26 BUDGET SUMMARY GENERAL FUND**

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET
BANK SERVICE CHARGES	0	100	100
TRAVEL EXPENSE	878	1,000	1,500
EQUIPMENT REPAIR	0	0	0
MISCELLANEOUS	206	100	0
TRAINING FUND	778	1,200	900
MEMBERSHIP FEES	99	100	100
INSURANCE AND BONDS	0	1,200	1,250
OFFICE EQUIPMENT	0	500	3,000
TOTAL DEPT 253 - TREASURER	65,919	91,200	122,467

DEPT 257 - ASSESSOR

POSTAGE	702	1,000	1,000
CONTRACTUAL SERVICES	13,212	18,000	17,000 Renew Contract
MISCELLANEOUS	0	500	0
TOTAL DEPT 257 - ASSESSOR	13,914	19,500	18,000

DEPT 262 - ELECTIONS

SALARY	4,281	8,250	2,500
FICA	42		100
POSTAGE	828	1,300	400
OPERATING SUPPLIES	25	3,300	1000

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2025 - 26 BUDGET SUMMARY GENERAL FUND

		FYE 06302024	FYE 06302025	
	Actual as of 03302025	ORIGINAL BUDGET	PROPOSED BUDGET	
CONTRACTUAL SERVICES	1,723	10,600	7,000	Texting system
TRAVEL EXPENSE	106	300	200	
PUBLISHING	1125	1,500	750	
MISCELLANEOUS	165	550	200	
TOTAL DEPT 262 - ELECTIONS	8,295	25,800	12,150	

DEPT 266 - LEGAL SERVICES

LEGAL SERVICES	12,350	30,000	30,000	
TOTAL DEPT 266 - LEGAL SERVICES	12,350	30,000	30,000	

DEPT 265 - CITY HALL & GROUNDS

OPERATING SUPPLIES	309	200	500	
CONTRACTUAL SERVICES	23,609	26,000	30,000	
TELEPHONE	2,970	4,100	3,000	
ELECTRIC	5,311	5,500	8,000	
HEAT	1,457	1,300	2,000	
REPAIRS/MAINTENANCE	1,475	8,500	8,500	
RENTAL/USE FEE	41,667	50,000	50,000	
INSURANCE AND BONDS	0	3,000	3,600	
BUILDING IMPROVEMENTS	2175	0	5,000	

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2025 - 26 BUDGET SUMMARY GENERAL FUND

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET
OFFICE EQUIPMENT	0	2,500	2,500
TOTAL DEPT 265 - CITY HALL & GROUNDS	78,973	101,100	113,100
DEPT 301 - POLICE DEPARTMENT			
SALARY	130,097	380,000	327,506
CROSSING GUARD SALARY	6,416	6,000	10,000
SALARIES - OVERTIME	7,102	15,000	9,360
DEFERRED COMP	5,857	18,000	4,774
LONGEVITY	475	1,500	275
FRINGE BENEFITS	37,629	83,000	40,104
EMPLOYER'S FICA	10,935	29,100	25,054
UNEMPLOYMENT	1,600		3,000
WORKERS COMPENSATION	8,310	10,000	13,000
OFFICE SUPPLIES	0		0
POSTAGE	0		0
OPERATING SUPPLIES	1,208	3,500	2,000
CLOTHING ALLOWANCE	903	7,000	5,000
GASOLINE AND OIL	3,911	9,000	9,000
CONTRACTUAL SERVICES	8,150	7,000	7,000
LEGAL SERVICES	5000	10,000	10,000
TELEPHONE	1,204	2,000	2,000

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2025 - 26 BUDGET SUMMARY GENERAL FUND

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET
TRAVEL EXPENSE	404	3,000	3,000
PUBLISHING	0	0	0
REPAIRS/MAINTENANCE	6,120	7,500	7,500
EQUIPMENT REPAIR	415	0	500
TRAINING FUND	192	3,000	3,000
MEMBERSHIP FEES	0	700	700
INSURANCE AND BONDS	0	12,000	7,551
OFFICE EQUIPMENT	0	4,500	3,000
DEPT. 301 - POLICE DEPARTMENT	235,928	611,800	493,324

DEPT 336 - FIRE BOARD

FIRE DEPT CONTRACT PAYMENT	111,525	133,830	
DEPT 336 - FIRE BOARD	111,525	133,830	0

Dept 441 - DEPARTMENT OF PUBLIC WORKS

SALARY	11,252	93,380	114,874
GROUND & BUILDING MAINT	38,092		40,000
PARKS	4,837	0	5,000
GARAGE	9,478	0	10,000
STREET MAINTENANCE	2,609	0	3,000

CITY OF HARTFORD**DRAFT****2025 - 26 BUDGET SUMMARY GENERAL FUND**

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET
SIDEWALK MAINTENANCE	990	0	1,200
SALARIES OVER TIME	5,312	0	3,000
DEFERRED COMP	3,178	2,000	9,739
FRINGE BENEFITS	35,255	40,000	53,366
FICA	5,696		8,787
WORKERS COMPENSATION	5,114	6,000	8,000
OPERATING SUPPLIES	4,624	7,000	7,100
CLOTHING ALLOWANCE	2,521	3,000	
GASOLINE AND OIL	9,585	16,000	17,000
CONTRACTURAL SERVICES	5,207	5,000	13,500
TELEPHONE	2,133	3,000	3,400
ELECTRIC	1,742	1,300	3,000
HEAT	2,306	2,000	4,000
REPAIRS/MAINTENANCE	48,498	10,000	25,000
EQUIPMENT/REPAIR	5,962	5,000	6,000
EQUIPMENT RENTAL	3,258	0	5,000
MISCELLANEOUS	0	0	0
TRAINING FUND	2,711	5,300	7,000 DPW & Leadership
MEMBERSHIP FEES	614	300	200
INSURANCE & BONDS	0	8,000	9,767
CAPITAL OUTLAY	1,136	0	3,000

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY GENERAL FUND

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET
TOTAL DEPT 441 - DEPARTMENT OF PUBLIC WORKS	212,110	207,280	360,933
DEPT 701 - PLANNING COMMISSION			
WORKERS COMPENSATION	0	150	200
POSTAGE	36	100	200
CONTRACTUAL SERVICES	2,219	4,000	4,000 what is this for
PUBLISHING	150	0	500
MISCELLANEOUS	20		200
TRAINING FUND	60	1,000	1,000
MEMBERSHIP FEES	65	500	250
TOTAL DEPT 701 - PLANNING COMMISSION	2,550	5,750	6,350
DEPT 751 - PARKS & RECREATION			
OPERATING SUPPLIES	0		
MISC CONTRACT PAYMENT	4,565		5,000
REPAIRS/MAINTENANCE	0	2,500	2,500
TOTAL DEPT 751 - PARKS & RECREATION	0	2,500	7,500
DEPT 760 - CULTURAL PROGRAMS			
MISCELLANEOUS CONTRACT PAYMENT	4,565	11,000	Blossom time float, Strawberry festival, Concerts 15,000 in the park, christmas lights

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY GENERAL FUND

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET
INSURANCE AND BONDS	0	300	500
TOTAL DEPT 760 - CULTURAL PROGRAMS	4,565	11,300	15,500

Dept 966 - OPERATING TRANSFER

TRANSFER COMPREHENSIVE IMPROVEMENT (OPERATING TRANSFER)	0	47,605	35,704
TOTAL 966 - OPERATING TRANSFER	0	47,605	35,704

Dept 446 - STREETS

OPERATING TRANSFER		40,000	
TOTAL 966 - OPERATING TRANSFER	0	40,000	0

Dept 966 - OPERATING TRANSFER

TRANSFER TO BUILDING FUND		45,000	33,750
TOTAL 966 - OPERATING TRANSFER	0	45,000	33,750

Fund 101 - GENERAL FUND

TOTAL REVENUES	1,735,095
TOTAL EXPENDITURES	1,639,970
NET OF REVENUES & EXPENDITURES	95,125

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY MAJOR STREETS FUND

	FYE 06302024		FYE 06302025
	Actual as of 03302025	ORIGINAL BUDGET	PROPOSED BUDGET
Fund 202 - MAJOR STREET FUND			COMMENTS
Revenues			
RIGHT OF WAY PERMIT	728	200	1,115
STATE REVENUE	234,056	260,000	275,650
STABILIZATION AUTHORITY	0	3,000	
INTEREST ON INVESTMENTS	8,178		12,000
TRANSFER FROM GENERAL FUND	30,000	40,000	
TOTAL REVENUES	272,962	303,200	288,765
EXPENDITURES			
Dept 442 - DPW Administration			
AUDIT FEES	2,000	2,000	2,500
ADMINISTRATION FEE	9,000	12,000	12,000
INSURANCE AND BONDS	0	700	725
TOTAL 442 - DPW ADMINISTRATION	11,000	14,700	15,225
Dept 463 - ROUTINE MAINTENANCE			

CITY OF HARTFORD

DRAFT**2025 - 26 BUDGET SUMMARY MAJOR STREETS FUND**

	FYE 06302024		FYE 06302025
	Actual as of 03302025	ORIGINAL BUDGET	PROPOSED BUDGET
SALARIES	8,901	6,258	14,000
SALARIES OVER TIME	114	0	200
DEFERRED COMP	0	300	300
FRINGE BENEFITS	0	900	1200
FICA	635	0	1,071
WORKERS COMPENSATION	815	1,000	1,250
SUPPLIES	596	3,000	4,500 cold patching
CONTRACTURAL SERVICES	19,406	7,500	16,000
EQUIPMENT RENTAL	15,356	17,000	17,500
TOTAL 463 - ROUTINE MAINTENANCE	45,823	35,958	56,021

Dept 474 - TRAFFIC SIGNALS

SALARIES	367	400	600
SALARIES OVER TIME	0		100
FICA	25	50	46
SUPPLIES	1,569	5,000	4,000 Street Signs
CONTRACTURAL SERVICES	2,278	40,000	10,000
ELECTRIC	11,933	12,000	19,000

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY MAJOR STREETS FUND

		FYE 06302024	FYE 06302025
	Actual as of 03302025	ORIGINAL BUDGET	PROPOSED BUDGET
REPAIRS/MAINTENANCE	435	0	1,000
EQUIPMENT RENTAL	0	100	100
TOTAL 474 - TRAFFIC SIGNALS	16,607.00	57,550	34,846

Dept 476 - NON MOTORIZED TRANSPORTATION

CONTRACTURAL SERVICES	3,000	3,000	30,000 60th Ave. Talk to Mickey
TOTAL 476 - NON MOTORIZED TRANSPORTATION	3,000	3,000	30,000

Dept 478 - WINTER MAINTENANCE

SALARIES	6,249	5,610	10,000
SALARIES OVER TIME	27		2,500
FICA	450	350	765
SUPPLIES	3,389	2,500	4,500
CONTRACTURAL SERVICES	0	3,000	0
EQUIPMENT RENTAL	18,161	11,500	20,000
TOTAL 478 - WINTER MAINTENANCE	28,276	22,960	37,765

Dept 966 - OPERATING TRANSFER

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY MAJOR STREETS FUND

	FYE 06302024		FYE 06302025
	Actual as of 03302025	ORIGINAL BUDGET	PROPOSED BUDGET
TRANSFER CAPITAL IMPROVEMENT (COMPREHENSIVE IMPROVEMENT)	33,333	50,000	
Fund 245			
TOTAL 966 - OPERATING TRANSFER	33,333	50,000	0

Fund 202 - MAJOR STREET FUND:	
TOTAL REVENUES	288,765
TOTAL EXPENDITURES	173,857
NET OF REVENUES & EXPENDITURES	114,908

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY LOCAL STREETS FUND

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET	
Fund 203 - LOCAL STREET FUND				COMMENTS
Revenues				
RIGHT OF WAY PERMITS	1,340	600	2,000	
STATE REVENUE	85,010	100,000	108,000	
STABILIZATION AUTHORITY	0	3,000	0	
TOTAL REVENUES	86,350	103,600	110,000	
EXPENDITURES				
Dept. 442 - DPW ADMINISTRATION				
SALARY	0		0	
OPERATING SUPPLIES	0		0	
AUDIT FEES	0		0	
ADMINISTRATION FEE	0		0	
INSURANCE BOND AND BONDS	0	700	725	
TOTAL DEPT 442 - DPW ADMINISTRATION	0	700	725	
Dept 463 - ROUTINE MAINTENANCE				
SALARY	3,304	9,000	5,000	
SALARIES OVERTIME	0	0	500	
DEFERRED COMP	0	300	500	

CITY OF HARTFORD

DRAFT**2025 - 26 BUDGET SUMMARY LOCAL STREETS FUND**

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET
FRINGE BENEFITS	0	1,500	2,000
FICA	236		383
WORKERS COMPENSATION	815	1,000	1,000
SUPPLIES	1,584	6,000	6,000 Cold Patching
CONTRACTURAL SERVICES	9,652	10,000	Tree Stumps
REPAIRS/MAINTENANCE	1,034	750	750 Do it need to increase?
EQUIPMENT RENTAL	6,859	15,000	15,000
TOTAL DEPT 463 - ROUTINE MAINTENANCE	23,484	43,550	31,133
Dept 474 - TRAFFIC SERVICES			
SALARY	361	475	600
SALARIES OVERTIME	0	0	0
FICA	25	50	46
SUPPLIES	0	0	0
CONTRACTURAL SERVICES	1,978	2,000	3,500
ELECTRIC	0	0	0
REPAIR/MAINTENANCE	0	0	0
EQUIPMENT RENTAL	0	300	300
TOTAL 474 - TRAFFIC SERVICES	2,364	2,825	4,446

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY LOCAL STREETS FUND

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET
Dept 478 - WINTER MAINTENANCE			
SALARY	5,377	6,250	9,000
SALARIES OVER TIME	432		1,500
FICA	424	350	689
SUPPLIES	6,778	5,000	7,500
CONTRACTURAL SERVICES	0	500	0
REPAIRS/MAINTENANCE	0	1,000	0
EQUIPMENT RENTAL	13,174	8,000	15,000
TOTAL 478 - WINTER MAINTENANCE	26,185	21,100	33,689

Fund 203 - LOCAL STREET FUND	
TOTAL REVENUES	110,000
TOTAL EXPENDITURES	69,992
NET OF REVENUES & EXPENDITURES	40,008

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY DOWNTOWN DEVELOPMENT
AUTHORITY

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET	
FUND 248 - DOWNTOWN DEVELOPMENT AUTHORITY				COMMENTS
REVENUES				
DDA CAPTURED TAX	21,028	20,920	22,562	
BANK INTEREST ON ACCOUNTS	61	25	75	
Total FUND 248 - DOWNTOWN DEVELOPMENT AUTHORITY	21,089	20,945	22,637	
EXPENDITURES				
DEPT 729 DOWNTOWN DEVELOPMENT AUTHORITY				
POSTAGE	36	0	250	
OPERATING SUPPLIES	0	0	0	
ADMINISTRATION FEE	1800	2,400	2,400	
CONTRACTURAL SERVICES	0	10,000	13,500	
LEGAL SERVICES	0	5,000	0	
FACADE IMPROVEMENTS	0	0		
MISCELLANEOUS	0	0	0	
Total DEPT 729 DOWNTOWN DEVELOPMENT AUTHORITY	1,800	17,400	15,900	
Contractural Services:				
McKenna for 10 10-year strategic plan	\$10,000	FUND 248 - DOWNTOWN DEVELOPMENT AUTHORITY		
Flowers in Downtown	\$2,500	TOTAL REVENUES		22,637
Concerts in the park	\$500	TOTAL EXPENDITURES		15,900
Lions Club - Christmas Décor	\$500	NET OF REVENUES & EXPENDITURES		6,737
	\$13,500			

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2025 - 26 BUDGET SUMMARY BUILDING DEPARTMENT FUND

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET	
Fund: 251 - BUILDING DEPARTMENT FUND				COMMENTS
REVENUES				
BUILDING PERMITS	4,371	40,000	25,000	
ELECTRICAL PERMITS	11,445	0	10,000	
MECHANICAL INSPECTION FEES	5,993	0	10,000	
RENTAL ORDINANCE FEES	1,275	5,000	5,000	
MISCELLANEOUS REVENUES	0	0	0	
TRANSFER FROM GENERAL FUND	33,750	45,000	45,000	
Total Fund: 251 - BUILDING DEPARTMENT FUND	56,834	90,000	95,000	
EXPENDITURES				
DEPT 371 - BUILDING INSPECTOR				
SALARY	0	25,000	0	Code Enforcement Officer
EMPLOYER'S FICA	0	2,000	0	
WORKERS COMPENSATION	0	300	0	
OPERATING SUPPLIES	0	250	0	

CITY OF HARTFORD

DRAFT**2025 - 26 BUDGET SUMMARY BUILDING DEPARTMENT FUND**

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET
AUDIT FEES	450	450	
CONTRACTURAL SERVICES - BUILDING	3340	35,000	17,500
ADMINISTRATION FEE	3,750	5,000	5,000
CONTRACTURAL SERVICES - MECHANICAL	2,595	0	7,000
ENGINEERING	3,113	0	5,000 Engineering plan review
RENTAL INSPECTIONS	1,620	5,000	3,500
ELECTRICAL INSPECTION - CONTRACT SERVICES	10,226	0	7,000
TOTAL DEPT 371 - BUILDING INSPECTOR	25,094	73,000	45,000
DEPT 722 - ZONING COMMISSION/APPEALS			
WORKERS COMPENSATION	78		0
PUBLISHING	0		500
CONTRACTURAL SERVICES	125		McKenna Associates zoning 5,000 administration
LAND USAGE/DEMOLITIONS	49,071	15,000	0
TOTAL DEPT 722 - ZONING COMMISSION/APPEALS	49,274	15,000	5,500
Fund: 251 - BUILDING DEPARTMENT FUND			
TOTAL REVENUES			95,000

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY BUILDING DEPARTMENT FUND

	FYE 06302024	FYE 06302025
Actual as of 03302025	ORIGINAL BUDGET	PROPOSED BUDGET
TOTAL EXPENDITURES		50,500
NET OF REVENUES & EXPENDITURES		44,500

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY BUILDING AUTHORITY FUND

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET	
Fund: 255 - BUILDING AUTHORITY FUND				COMMENTS
Revenues				
INTEREST ON INVESTMENTS	0	0	0	
BANK INTEREST ON ACCOUNTS	413	350	500	
RENT - CITY HALL	41,667	50,000	50,000	
Total Fund: 255 - BUILDING AUTHORITY FUND	42,080	50,350	50,500	
EXPENDITURES				
DEPT 265 - CITY HALL & GROUNDS				
BANK SERVICE CHARGES	0	0	0	
DEBT SERVICE - PRINCIPAL	20,000	20,000	21,000	Bond
DEBT SERVICE - INTEREST	12,588	24,701	23,727	Bond
Total DEPT 265 - CITY HALL & GROUNDS	32,588	44,701	44,727	
Fund: 255 - BUILDING AUTHORITY				
TOTAL REVENUES			50,500	
TOTAL EXPENDITURES			44,727	
NET OF REVENUES & EXPENDITURES			95,227	

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY SEWER FUND

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET	
Fund 590 - SEWER FUND				COMMENTS
REVENUES				
REAL PROPERTY TAX - CURRENT	54,359	61,806		Assessing
PERSONAL PROPERTY TAX - CURRENT	21,289	21,440		Assessing
PERSONAL PROPERTY TAX - DELQ	9		100	
PENALTIES AND INT ON TAXES	68	90	100	
SERVICE -SALES	449,554	538,821		Per Andy C.
CAPITAL RESERVE ESCROW SALES	95,948	145,800		Per Andy C.
CONNECTIONS	100		200	
PENALTIES ON DELINQ BILLS	18,827	25,000	20,000	
BANK INTEREST ON ACCOUNTS	82	60	100	
MISCELLANEOUS REVENUE	31,574	26,232		Per Andy C.
GAIN (LOSS) ON DEPRECIABLE ASSET	0		0	
INSURANCE REFUNDS	3,600		3,500	
UNREALIZED (GAIN/LOSS) ON INV.	6,639	4,000	6,000	
TRANSFER FROM GENERAL FUND	0			
TOTAL REVENUES	682,049	823,249	30,000	
EXPENDITURES				

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY SEWER FUND

		FYE 06302024	FYE 06302025
	Actual as of 03302025	ORIGINAL BUDGET	PROPOSED BUDGET
DEPT 537 - SEWER SYSTEM GENL OPERATIONS			
SALARY	5,374	7,500	8,600
SALARIES OVERTIME	643		1,500
DEFERRED COMP	0	718	1,200
FRINGE BENEFITS	0	4,000	4,500
FICA	429	0	658
WORKERS COMPENSATION	525	650	1,000
OFFICE SUPPLIES	0	400	400
POSTAGE	3,588	3,000	4,000
OPERATING SUPPLIES	135	0	250
ADMINISTRATION FEE	35,625	47,500	47,500
CONTRACTURAL SERVICES	5,917	5,000	5,500
PUBLISHING	0	0	0
REPAIRS/MAINTENANCE	0	2,000	2,000
EQUIPMENT REPAIR	0	15,000	15,000
EQUIPMENTAL RENTAL	7,752	0	10,000
CAPITAL IMPROVEMENTS	35,500	35,500	38,000
CAPITAL OUTLAY	5,000	5,000	5,000

Pam need to write
justification for the fee and
add to the budget packet

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY SEWER FUND

		FYE 06302024	FYE 06302025
	Actual as of 03302025	ORIGINAL BUDGET	PROPOSED BUDGET
TOTAL 537 - SEWER SYSTEM GENL OPERATIONS	100,488	126,268	126,268

Dept. 570 SEWER TREATMENT PLANT

SALARY	89,805	116,730	118,348
SALARIES OVERTIME	4,933		2,964
DEFERRED COMP	2,081	2,870	2,870
FRINGE BENEFITS	23,115	48,223	35,645
FICA	7,236		9,054
WORKERS COMPENSATION	1,051	1,400	2,500
OFFICE SUPPLIES	0		1,000
SUPPLIES	0		0
POSTAGE	0		200
OPERATING SUPPLIES	36,822	60,000	60,000
LAB SUPPLIES AND EQUIP	3,082	5,000	12,000
CLOTHING ALLOWANCE	1,522	1,500	
GASOLINE AND OIL	3,214	7,500	5,000
AUDIT FEES	8,000	8,000	10,000
ADMINISTRATIVE FEE	32,250	43,000	43,000
CONTRACTURAL SERVICES	55,022	60,000	75,000 WWTP Operator
TELEPHONE	6,834	3,700	13,000

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY SEWER FUND

		FYE 06302024	FYE 06302025
	Actual as of 03302025	ORIGINAL BUDGET	PROPOSED BUDGET
TRAVEL	0	1,000	2,500
ELECTRIC	17,833	20,000	35,000
REPAIRS/MAINTENANCE	21,419	10,000	35,000
EQUIPMENT REPAIR	59	10,000	0
EQUIPMENT RENTAL	4,660	3,000	3,000
MISCELLANEOUS	25	500	100
TRAINING FUND	585	2,000	5,000
			M. Good training for the operator's licence
MEMBERSHIP FEES	0	750	750
INSURANCE AND BONDS	0	14,000	16,600
DEPRECIATION EXPENSE	0	210,000	
CAPITAL OUTLAY	154	0	
OFFICE EQUIPMEMT	307	0	750
TOTAL 570 SEWER TREATMENT PLANT W/O BOND PAYMENT	320,009	629,173	489,281
PRINCIPAL PAYMENT BOND - 2014 Series A & B	0	38,000	40,000
INTEREST EXPENSE - 2014 Series A & B	0	57,633	55,340
TOTAL P&I PAYMENT BOND	0	95,633	95,340
			Bond payment
PRINCIPAL PARTIAL BOND - 2022 SRF Series A & B	0	82,900	85,000
BOND INTEREST EXPENSE - 2022 SRF Series A & B	32,192	76,372	67,788
TOTAL P & I BOND	32,192	159,272	152,788
			Bond payment
PRINCIPAL PARTIAL BOND - 2026 DWSRF Series A			0
BOND INTEREST EXPENSE - 2026 DWSRF Series A			25,000

CITY OF HARTFORD**DRAFT****2025 - 26 BUDGET SUMMARY SEWER FUND**

		FYE 06302024	FYE 06302025
	Actual as of 03302025	ORIGINAL BUDGET	PROPOSED BUDGET
TOTAL BOND INTEREST EXPENSE			25,000
TOTAL 570 SEWER TREATMENT PLANT BOND ONLY	64,384	254,905	273,128

DEPT 575 - SEWER LIFT STATIONS

SALARY	12,792	17,000	20,500
SALARIES OVERTIME	282		1,000
DEFERRED COMP	0	5,100	7,500
FRINGE BENEFIT	0	3,000	3,500
FICA	928		1,568
OPERATING SUPPLIES	264	600	800
CONTRACTURAL SERVICES	2,969	3,000	3,500
TELEPHONE	2,195	1,600	3,500
ELECTRIC	8,077	8,000	13,000
REPAIRS/MAINTENANCE	10,083	6,000	7,500
EQUIPMENT REPAIR	0	0	0
EQUIPMENT RENTAL	0	11,000	15,000
INSURANCE AND BONDS	0	1,900	2,400
CAPITAL OUTLAY	0	0	0
TOTAL 575 - SEWER LIFT STATIONS	37,590	57,200	79,768

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY SEWER FUND

		FYE 06302024	FYE 06302025
	Actual as of 03302025	ORIGINAL BUDGET	PROPOSED BUDGET
Dept 966 - OPERATING TRANSFER			
TRANSFER COMPREHENSIVE IMPROVEMENT	7,500		
TOTAL 966 - OPERATING TRANSFER	7,500	0	0
DEPRECIATION EXPENSE	0	210,000	

Fund 590 - SEWER FUND	
TOTAL REVENUES	30,000
TOTAL EXPENDITURES	968,445
NET OF REVENUES & EXPENDITURES	-938,445

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY WATER FUND

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET	
Fund 591 - WATER FUND				COMMENTS
REVENUES				
SERVICES - SALES	270,583	289,000	300,000	
CAPITAL RESERVE ESCROW SALES	56,759	88,573	60,000	
CONNECTIONS	50	0	100	
SHUT-OFF AND TURN-ON	625	400	650	
PENALITIES ON DELINQ BILLS	10,756	13,000	13,000	
INTEREST ON INVESTMENTS	0	90	50	
INTEREST ON RECEIVABLES	62		100	
BANK INTEREST ON ACCOUNTS	0	0	0	
RENTAL OF WATER TOWER METRONET	23,805	28,566	28,566	
MISC REVENUE	6,965	50	5,000	
INSURANCE REFUNDS	4,979	0	2,500	
UNREALIZED (GAIN) LOSS ON INV.	2,773	3,000	1,000	
TOTAL REVENUES	377,357	422,679	410,966	
EXPENDITURES				
Dept. 541 - IRON REMOVAL PLANT OPERATIONS				
SALARY	21,620	16,000	0	
SALARIES OVERTIME	0	0	0	

CITY OF HARTFORD**DRAFT****2025 - 26 BUDGET SUMMARY WATER FUND**

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET
DEFERRED COMP	0	600	0
FRINGE BENEFITS	0	6,000	0
FICA	1,621	0	0
OFFICE SUPPLIES	0	0	0
OPERATING SUPPLIES	16,410	11,000	20,000
ADMINISTRATION FEE	12,000	16,000	16,000
CONTRACTURAL SERVICES	7,779	13,000	75,000
TELEPHONE	1,775	1,600	2,700
ELECTRIC	8,341	10,000	12,800
HEAT	1,103	1,200	1,600
REPAIRS/MAINTENANCE	9,789	40,000	40,000
EQUIPMENT REPAIR	0	0	0
EQUIPMENT RENTAL	17,943	23,000	23,000
INSURANCE & BONDS	0	2,000	3,250
DEPRECIATION EXPENSE	0	50,000	50,000
TOTAL 541 - IRON REMOVAL PLANT OPERATIONS	98,381	190,400	244,350

Dept. 591 - WATER DISDRIBUTION SYSTEM

SALARY	2,629	25,000	4,500
SALARIES OVERTIME	0		500
FRINGE BENEFITS	0	2,000	500

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY WATER FUND

	Actual as of 03302025	FYE 06302024 ORIGINAL BUDGET	FYE 06302025 PROPOSED BUDGET
FICA	1,232		344
WORKERS COMPENSATION	1,105	1,400	2,500
OFFICE SUPPLIES	0	0	0
POSTAGE	3,588	4,000	4,000
OPERATING SUPPLIES	761	5,000	5,000
AUDIT FEES	3,500	3,500	4,500
ADMINISTRATIVE FEE	35,250	47,000	47,000
CONTRACTURAL SERVICES	5,311	6,000	6,000
TRAVEL	0	0	2,500
ELECTRIC	5,817	6,500	9,500
REPAIRS/MAINTENANCE	4,945	20,000	20,000
EQUIPMENT REPAIR	1,092	0	5,000
EQUIPMENT RENTAL	23,999	38,000	38,000
MISCELLANEOUS	106	800	0
TRAINING FUND	360	800	5,000 Kicky and Ivan training for the Operator's licence
MEMBERSHIP FEES	911	1,000	2,000
INSURANCE AND BONDS	0	3,000	4,400
CAPITAL OUTLAY	0	5,000	5,000
CAPITAL IMPROVEMENTS	0	35,500	
TOTAL 591 - WATER DISDRIBUTION SYSTEM	90,606	204,500	166,244

CITY OF HARTFORD

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2025 - 26 BUDGET SUMMARY WATER FUND

	FYE 06302024	FYE 06302025
Actual as of 03302025	ORIGINAL BUDGET	PROPOSED BUDGET

Dept 966 - OPERATING TRANSFER

TRANSFER COMPREHENSIVE IMPROVEMENT	7,500	10,000
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140,000

Fund 591 - WATER FUND	
TOTAL REVENUES	410,966
TOTAL EXPENDITURES	410,594
NET OF REVENUES & EXPENDITURES	372