



Telephone: (269) 621-2477
Fax: (269) 621-2054
www.cityofhartfordmi.org

April 19, 2024

The Honorable Mayor Hall and City Commissioners
City of Hartford
19 West Main Street
Hartford, MI 49057

Re: 2024 -25 Budget

Mayor Hall & City Commissioners,

We are entering into a new fiscal year on July 1, 2024, I want to take this opportunity to present the proposed City Budget for the Fiscal year July 1, 2024 – June 30, 2025. I'm into my first month as the City Manager. Completing the budget has been a learning experience for me and have allowed me to understand the departments better. The department heads have been a great help to me with preparing the budget. I believe this have been a learning experience for everybody involved. It's my goal to keep department heads closely involved with the budget. We will go over our expenditures on a monthly basis with the Treasurer during our Department Head meetings.

As we know this budget is a planning guide, we continue to make necessary adjustments to our priorities focusing on major needs on our limited resources. The city has been fiscally challenged over the past decade. We are experiencing shrinking tax base and overall state of the economy is shrinking. The State of Michigan is putting several mandates upon local communities for the absentee voting and the police department for upgraded radio frequencies.

The proposed 2024 -25 budget is balanced, utilizing the City's Fund Balance to bridge the gap. It is developed with the understanding of our shrinking revenue stream. The expenditure is under inflationary factor and the proposed budgets are within our available resources.

One of our biggest financial gaps is the Sewer Fund due to the second bond that was granted for the Waste Water Treatment Plant improvements. Our bond payments are approximately \$345,924 a year and we are capturing \$80,000 from the millage. The sewer fund has a \$145,459 shortage. Staff will make some recommendations to the commission in order to fill the gap.

The Building Department in the past was a revenue generator. This fiscal year we are not generating revenue due to hiring SafeBuilt. Safebuilt is capturing most of the revenue except for 10% administrative fee. This has caused the building department to have a \$8,000 deficit. Staff will be seeking to hire a building inspector.

We currently are short of staff in the Departments of Public Work, Waste Water Treatment Plant, and Ordinance Officer. I have budgeted to fill the open positions. Currently, our starting rate of wages are very low, considering the increase in inflation. In order to find qualified workers, we need to consider increasing our hourly starting wages.

The general fund experienced a large increase from the police department, the budget increased by approximately \$107,129. The increase is due to wages (union agreement), mandated equipment upgrades from the State, and purchasing new equipment that is outdated. The police department is looking to apply for several grants.

The comprehensive improvement fund have several new projects that consists of 200 new meters, purchasing/leasing 2 vehicles for the public work’s department, upgrading the financial software from Fund Balance to BS&A, and payments to the loan for the body cameras and tasers for the police department.

The proposed 2024 - 25 total millage rate for the general fund is **12.1410**, Fire Apparatus and Equipment Millage 1.4185, and Wastewater Treatment Plant Bond **1.7419**.

I’m dedicated to providing good service to our city and the residents. I’m looking forward to a very productive year with you and city staff.

Below is the budget summary for all department.

	2024 -25 PROPOSED BUDGET
REVENUES	303,200
OPERATING EXPENDITURES	182,300
NET REVENUE AND EXPENDITURES	120,900

2024 - 25 BUDGET SUMMARY LOCAL STREETS FUND

	2024 -25 PROPOSED BUDGET
REVENUES	103,600
OPERATING EXPENDITURES	64,350
NET REVENUE AND EXPENDITURES	39,250

2024 - 25 BUDGET SUMMARY WATER FUND

	2024 -25 PROPOSED BUDGET
REVENUES	422,679
OPERATING EXPENDITURES	383,900
NET REVENUE AND EXPENDITURES	38,779

2024 - 25 BUDGET SUMMARY GENERAL FUND

	2024 -25 PROPOSED BUDGET
REVENUES	1,444,185
OPERATING EXPENDITURES	1,694,334
NET REVENUE AND EXPENDITURES	-250,149

2024 - 25 BUDGET SUMMARY SEWER FUND

	2024 -25 PROPOSED BUDGET
REVENUES	804,283
OPERATING EXPENDITURES	949,742
NET REVENUE AND EXPENDITURES	-145,459

2024 - 25 BUDGET SUMMARY COMPREHENSIVE FUND

	2024 -25 PROPOSED BUDGET
REVENUES	165,000
OPERATING EXPENDITURES	165,000
NET REVENUE AND EXPENDITURES	0

2024 - 25 BUDGET SUMMARY DOWNTOWN DEVELOPMENT AUTHORITY

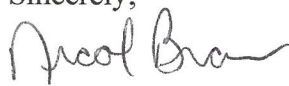
	2024 -25 PROPOSED BUDGET
REVENUES	20,945
OPERATING EXPENDITURES	17,400
NET REVENUE AND EXPENDITURES	3,545

**2024 - 25 BUDGET SUMMARY BUILDING
DEPARTMENT FUND**

	2024 -25 PROPOSED BUDGET
REVENUES	45,000
OPERATING EXPENDITURES	53,000
NET REVENUE AND EXPENDITURES	-8,000

**2024 - 25 BUDGET SUMMARY BUILDING
AUTHORITY FUND**

	2024 -25 PROPOSED BUDGET
REVENUES	50,350
OPERATING EXPENDITURES	44,701
NET REVENUE AND EXPENDITURES	5,649

Sincerely,

 Nicol Brown
 City Manager

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY MAJOR STREETS FUND

REVENUES	2024 -25 PROPOSED BUDGET	303,200
OPERATING EXPENDITURES		182,300
NET REVENUE AND EXPENDITURES		120,900

2024 - 25 BUDGET SUMMARY LOCAL STREETS FUND

REVENUES	2024 -25 PROPOSED BUDGET	103,600
OPERATING EXPENDITURES		64,350
NET REVENUE AND EXPENDITURES		39,250

2024 - 25 BUDGET SUMMARY WATER FUND

REVENUES	2024 -25 PROPOSED BUDGET	422,679
OPERATING EXPENDITURES		383,900
NET REVENUE AND EXPENDITURES		38,779

2024 - 25 BUDGET SUMMARY GENERAL FUND

REVENUES	2024 -25 PROPOSED BUDGET	1,444,185
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CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY MAJOR STREETS FUND

OPERATING EXPENDITURES

1,694,334

NET REVENUE AND EXPENDITURES

-250,149

2024 - 25 BUDGET SUMMARY SEWER FUND

REVENUES

804,283

OPERATING EXPENDITURES

949,742

NET REVENUE AND EXPENDITURES

-145,459

2024 - 25 BUDGET SUMMARY COMPREHENSIVE FUND

REVENUES

165,000

OPERATING EXPENDITURES

165,000

NET REVENUE AND EXPENDITURES

0

2024 - 25 BUDGET SUMMARY DOWNTOWN DEVELOPMENT AUTHORITY

REVENUES

20,945

OPERATING EXPENDITURES

17,400

NET REVENUE AND EXPENDITURES

3,545

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY MAJOR STREETS FUND

2024 - 25 BUDGET SUMMARY BUILDING DEPARTMENT FUND

REVENUES	2024 -25 PROPOSED BUDGET
	45,000
OPERATING EXPENDITURES	53,000
NET REVENUE AND EXPENDITURES	-8,000

2024 - 25 BUDGET SUMMARY BUILDING AUTHORITY FUND

REVENUES	2024 -25 PROPOSED BUDGET
	50,350
OPERATING EXPENDITURES	44,701
NET REVENUE AND EXPENDITURES	5,649

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY GENERAL FUND

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET	COMMENTS
Fund 101 - GENERAL FUND				
Revenues				
REAL PROPERTY TAX - CURRENT	349,694	378,236	396,062	
VAN BUREN ROAD MILLAGE	0	24,000	24,000	
MUNICIPAL SERVICES AGREEMENTS	7,328	46,000	44,000	
PERSONAL PROPERTY TAX - CURRENT	126,265	126,532	149,441	
LOCAL COMMUNITY STABILIZATION	11,182	7,000	7,000	
PERSONAL PROPERTY TAX DELQ	158	0	0	
PAYMENT IN LIEU OF TAXES	-2,379	0	0	
TRAILER COURT FEES	336	400	400	

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY GENERAL FUND

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET
PENALTIES AND INT ON TAXES	653	2,000	1,000
PROPERTY TAX ADMIN FEE	21,228	20,000	26,000
DELINQUENT ADMIN FEE ON TAX	720	2,500	1,000
BUSINESS LICENSE AND PERMITS	475	500	500
FRANCHISE FEE, CABLE TV	11,307	18,000	15,000
NON-BUSINESS LICENSE & PERMITS	240	200	240
TEMPORARY DUMPSTER PERMIT	45	50	45
MEDICAL MARIJUANA FEES	2,757	5,000	2,500
RECREATIONAL MARIJUANA FEES	64,086	85,000	67,000
STATE SHARED REVENUE	205,752	275,435	276,835

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY GENERAL FUND

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET
EVIP STATE SHARED REVENUE	53,203	113,659	117,172
STATE SHARED REV-PUBLIC SAFETY	0	7,233	0
STATE REIMB FOR ELECTION	169	1,500	0
SPLIT/COMBINE FEE	0	150	300
NSF CHECK FEE	180	90	90
FINGERPRINT SERVICE	0	50	50
COPY FEES-FISCAL	216	50	200
LABOR HOURS REIMBURSEMENTS	162	0	0
LABOR-XING GUARDS/RESOURCE OFF	1,996	2,340	2,500
NOTARY FEES	557	350	500

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY GENERAL FUND

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET
MOWING & MISC. SERVICES	0	200	200
SALE OF INSURANCE REPORTS	301	150	300
RESTITUTION	2,200	1,000	2,000
ORDINANCE FINES-DISTRICT COURT	337	500	300
BANK INTEREST ON ACCOUNTS	12,345	3,500	8,500
MISCELLANEOUS REVENUE	600	0	1,000
ADMINISTRATION FEE - MAJOR	9,000	12,000	12,000
DDA - ADMINISTRATION FEE	1,800	2,400	2,400
ADMIN. FEE - BUILDING FUND	3,750	5,000	5,000
FEE FOR TAX BILL REQUEST	151	300	150

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY GENERAL FUND

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET
ADMINISTRATION FEE - SEWER	67,875	90,500	90,500
ADMIN. FEE - WATER	47,250	63,000	63,000
ZONING BOARD FEES	1,445	1,000	1,000
REIMBURSEMENTS - MISC	1,310	0	1,000
INSURANCE REFUNDS	0	5,000	5,000
CASH OVER (SHORT)	205	0	0
UNREALIZED (GAIN)/LOSS ON INV.	19,524	-21,600	10,000
LABOR/EQUIPMENT-DPW	95,091	85,300	110,000
TOTAL Fund 101 - GENERAL FUND	1,121,893	1,386,125	1,444,185

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY GENERAL FUND

	2023 -24	2024-25	COMMENTS
	Actual as of 3/30/2024	PROPOSED BUDGET	
Fund 101 - GENERAL FUND			
Expenditures			
DEPT. 101 - CITY COMMISSION			
SALARY	8,400	9,000	8,700
EMPLOYER'S FICA	441	689	550
WORKERS COMPENSATION	83	75	100
MISCELLANEOUS	1,099	2,700	1,500
TRAINING FUND	150	2,700	1,000
MEMBERSHIP FEES	2,780	2,500	3,000
INSURANCE AND BONDS	2,581	3,100	3,000
TOTAL DEPT. 101 - CITY COMMISSION	15,534	20,764	17,850
DEPT. 171 - MAYOR			
SALARY	1,740	1,800	1,800
EMPLOYER'S FICA	133	138	140
MISCELLANEOUS	74	1,500	500
TRAINING FUND	50	0	300
TOTAL DEPT 171 - MAYOR	1,997	3,438	2,740

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY GENERAL FUND

	2023 -24		2024-25
	Actual as of 3/30/2024	ORIGINAL BUDGET	PROPOSED BUDGET
DEPT 172 - CITY MANAGER			
SALARY	34,212	75,000	92,000
FRINGE BENEFITS	3,918	11,983	9,000
EMPLOYER'S FICA	5,488	5,738	6,900
WORKERS COMPENSATION	270	243	300
CONTRACTUAL SERVICES	38,610	0	3,000
TRAVEL EXPENSE	-146	750	3,000
MISCELLANEOUS	0	5,000	2,000
TRAINING FUND	0	2,000	5,000
MEMBERSHIP FEES	50	1,000	1,500
TOTAL DEPT 171 - CITY MANAGER	82,548	101,714	122,700
Dept 172 - CITY MANAGER			
INSURANCE AND BONDS	1,084	1,230	1,200
OFFICE EQUIPMENT	3,216	0	500
TOTAL 172 - CITY MANAGER	4,300	1,230	1,700
DEPT 215 - CLERK			
SALARY	66,355	77,250	104,250

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY GENERAL FUND

	2023 -24	2024-25
	Actual as of ORIGINAL	PROPOSED
	3/30/2024 BUDGET	BUDGET
SALARIES - OVERTIME	192	500
DEFERRED COMP	2,925	4,100
FRINGE BENEFITS	18,386	29,244
EMPLOYER'S FICA	5,007	8,000
WORKERS COMPENSATION	270	600
TELEPHONE	0	800
TRAVEL EXPENSE	456	2,000
PUBLISHING	4,099	10,000
TRAINING FUND	625	3,000
INSURANCE AND BONDS	1,514	1,600
MEMBERSHIP DUES	0	1,000
OFFICE EQUIPMENT	0	2,000 Computer
TOTAL DEPT 215 - CLERK	99,829	127,882
DEPT 223 - INDEPENDENT AUDIT		169,594
AUDIT FEES	23,266	24,000
TOTAL DEPT 223 - INDEPENDENT AUDIT	23,266	24,000
DEPT 233 - CENTRAL SUPPLY		

Update & codify ordinances
 12,500 and move to the website

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY GENERAL FUND

	2023 -24	2024-25
	Actual as of 3/30/2024	PROPOSED BUDGET
OFFICE SUPPLIES	4,474	9,500
OFFICE EQUIPMENT	0	200 Dymo Label printer
POSTAGE	755	2,000
OPERATING SUPPLIES	1,649	1,800
CONTRACTUAL SERVICES	2,188	Tyler Technologies software & 4,000 copy machine
TOTAL DEPT 233 - CENTRAL SUPPLY	9,066	17,500
DEPT 247 - BOARD OF REVIEW		
CONTRACTUAL SERVICES	372	800
PUBLISHING	1,013	1,500
MISCELLANEOUS	19	250
TRAINING FUND	112	350
TOTAL DEPT 247 - BOARD OF REVIEW	1,516	2,900
DEPT 253 - TREASURER		
SALARY	50,271	62,000
DEFERRED COMP	2,655	3,700
FRINGE BENEFITS	9,144	12,500

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY GENERAL FUND

	2023 -24	2024-25
	Actual as of 3/30/2024	PROPOSED BUDGET
EMPLOYER'S FICA	3,838	5,000
WORKERS COMPENSATION	270	300
CONTRACTUAL SERVICES	922	1,000
BANK SERVICE CHARGES	0	100
TRAVEL EXPENSE	927	1,000
MISCELLANEOUS	0	100
TRAINING FUND	828	1,200
MEMBERSHIP FEES	99	100
INSURANCE AND BONDS	1,084	1,230
OFFICE EQUIPMENT	0	500
TOTAL DEPT 253 - TREASURER	70,038	88,700
DEPT 257 - ASSESSOR		
POSTAGE	858	1,000
CONTRACTUAL SERVICES	12,716	18,000
MISCELLANEOUS	0	500
TOTAL DEPT 257 - ASSESSOR	13,574	19,500
DEPT 262 - ELECTIONS		

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY GENERAL FUND

	2023 -24	2024-25	
	Actual as of	PROPOSED	
	3/30/2024	BUDGET	BUDGET
SALARY	2,798	7,500	Election workers need a wage 8,250 increase
POSTAGE	775	550	Required to send ballots to every voter on perm ballot list 1,300
OPERATING SUPPLIES	1,590	3,000	Need to purchase an electric date/time stamper for ballots 3,300 and election materials
CONTRACTUAL SERVICES	2,868	7,500	Early Voting/Equipment Maintenance/Van Buren 10,600 County
TRAVEL EXPENSE	228	250	Early Voting/Equipment Maintenance/Van Buren 300 County
PUBLISHING	644	1,500	1,500
MISCELLANEOUS	325	500	550
TOTAL DEPT 262 - ELECTIONS	9,228	20,800	25,800
DEPT 266 - LEGAL SERVICES			
LEGAL SERVICES	13,344	15,000	30,000
TOTAL DEPT 266 - LEGAL SERVICES	13,344	15,000	30,000
DEPT 751 - PARKS & RECREATION			

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY GENERAL FUND

	2023 -24	2024-25
Actual as of	ORIGINAL	PROPOSED
3/30/2024	BUDGET	BUDGET
REPAIRS/MAINTENANCE	0	2,500
TOTAL DEPT 751 - PARKS & RECREATION	0	2,500
DEPT 760 - CULTURAL PROGRAMS		
MISCELLANEOUS CONTRACT PAYMENT	0	11,000
		Christmas decoration & civic donations
INSURANCE AND BONDS	201	199
		300
TOTAL DEPT 760 - CULTURAL PROGRAMS	201	199
DEPT 265 - CITY HALL & GROUNDS		
OPERATING SUPPLIES	194	0
		200
CONTRACTUAL SERVICES	19,295	20,000
		26,000
TELEPHONE	3,066	5,000
		4,100
ELECTRIC	4,100	6,000
		5,500
HEAT	981	2,500
		1,300
REPAIRS/MAINTENANCE	2,289	3,500
		Ceiling Tiles, roof repair, drains in police garage, and 8,500 paint city hall
RENTAL/USE FEE	41,667	50,000
		50,000
INSURANCE AND BONDS	2,567	2,500
		3,000
BUILDING IMPROVEMENTS	771	30,000
		0

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY GENERAL FUND

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET	
OFFICE EQUIPMENT	0	5,000		2,500 Conference room chairs
TOTAL DEPT 265 - CITY HALL & GROUNDS	74,930	124,500	101,100	
Dept 441 - DEPARTMENT OF PUBLIC WORKS				
SALARIES OVER TIME	6,410	10,447		120,000
DEFERRED COMP	3,787	4,353		4,000
FRINGE BENEFITS & FICA	36,514	36,760		40,000
WORKERS COMPENSATION	6,741	7,339		6,000
OPERATING SUPPLIES	5,631	4,500		7,000
CLOTHING ALLOWANCE	8,356	4,000		3,000
GASOLINE AND OIL	2,846	20,000		16,000
CONTRACTURAL SERVICES	1,869	7,500		5,000
TELEPHONE	1,924	3,600		3,000
ELECTRIC	958	1,800		1,300
HEAT	1,202	2,500		2,000
REPAIRS/MAINTENANCE	8,374	10,000		10,000
EQUIPMENT/REPAIR	4,203	5,000		5,000
TRAINING FUND	3,335	1,500		5,300

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY GENERAL FUND

	2023 -24	2024-25
	Actual as of ORIGINAL BUDGET	PROPOSED BUDGET
	3/30/2024	
MEMBERSHIP FEES	95	300
INSURANCE & BONDS	7,806	8,000
CAPITAL OUTLAY	172	0
TOTAL DEPT 441 - DEPARTMENT OF PUBLIC WORKS	100,223	235,900
Dept 966 - OPERATING TRANSFER		
TRANSFER COMPREHENSIVE IMPROVEMENT	0	5,000
TOTAL 966 - OPERATING TRANSFER	0	5,000
Dept 446 - STREETS		
OPERATING TRANSFER	30,000	40,000
TOTAL 966 - OPERATING TRANSFER	30,000	40,000
Dept 966 - OPERATING TRANSFER		
TRANSFER TO BUILDING FUND	26,250	35,000
TOTAL 966 - OPERATING TRANSFER	26,250	35,000
Fund 101 - GENERAL FUND		
TOTAL REVENUES		1,444,185
TOTAL EXPENDITURES		934,284
NET OF REVENUES &		509,901

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY GENERAL FUND

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET	COMMENTS
Fund 101 - GENERAL FUND				
Expenditures				
DEPT 301 - POLICE DEPARTMENT				
SALARY	226,772	325,000	380,000	
CROSSING GUARD SALARY	5,844	5,000	6,000	
SALARIES - OVERTIME	10,962	15,000	15,000	
DEFERRED COMP	9,318	17,415	18,000	
LONGEVITY	750	2,000	1,500	
FRINGE BENEFITS	55,180	61,126	83,000	
EMPLOYER'S FICA	18,357	24,680	29,100	
WORKERS COMPENSATION	9,013	6,510	10,000	
OPERATING SUPPLIES	2,245	2,000	3,500	
CLOTHING ALLOWANCE	4,789	6,875	8,000	
GASOLINE AND OIL	5,174	10,000	9,000	
CONTRACTUAL SERVICES	3,006	2,500	3,500	
LEGAL SERVICES	0	3,000	15,000	
TELEPHONE	1,203	1,000	2,000	
TRAVEL EXPENSE	1,526	0	3,000	

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY GENERAL FUND

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET
REPAIRS/MAINTENANCE	2,233	7,500	7,500
TRAINING FUND	1,845	2,750	3,000
MEMBERSHIP FEES	410	500	700
INSURANCE AND BONDS	10,090	11,815	12,000
OFFICE EQUIPMENT	871	2,500	4,500
DEPT. 301 - POLICE DEPARTMENT	369,588	507,171	614,300
DEPT 336 - FIRE BOARD			
FIRE DEPT CONTRACT PAYMENT	105,896	140,412	140,000
DEPT 336 - FIRE BOARD	105,896	140,412	140,000
DEPT 301 - POLICE DEPARTMENT			
TOTAL REVENUES			754,300
TOTAL EXPENDITURES			754,300
NET OF REVENUES & EXPENDITURES			

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY GENERAL FUND

	2023 -24	2024-25	
	Actual as of 3/30/2024	ORIGINAL BUDGET	PROPOSED BUDGET
Fund 101 - GENERAL FUND			
Expenditures			
DEPT 701 - PLANNING COMMISSION			
WORKERS COMPENSATION	86	0	150
POSTAGE	15	0	100
CONTRACTUAL SERVICES	1,240	0	4,000
TRAINING FUND	950	0	1,000
MEMBERSHIP FEES	195	0	500
TOTAL DEPT 701 - PLANNING COMMISSION	2,486	0	5,750
DEPT 701 - PLANNING COMMISSION			
TOTAL REVENUES			5,750
TOTAL EXPENDITURES			5,750
NET OF REVENUES & EXPENDITURES			

COMMENTS

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY MAJOR STREETS FUND

	2023 -24	2024-25	
	Actual as of 3/30/2024	ORIGINAL BUDGET	PROPOSED BUDGET
			Comments
Fund 202 - MAJOR STREET FUND			
Revenues			
RIGHT OF WAY PERMIT	158	0	200
STATE REVENUE	206,236	255,000	260,000
STABILIZATION AUTHORITY	0	0	3,000
TRANSFER FROM GENERAL FUND	30,000	40,000	40,000
TOTAL REVENUES	236,394	295,000	303,200
Expenditures			
Dept 442 - DPW Administration			
AUDIT FEES	1,882	1,882	2,000
ADMINISTRATION FEE	9,000	12,000	12,000
INSURANCE AND BONDS	613	675	700
TOTAL 442 - DPW ADMINISTRATION	11,495	14,557	14,700
Dept 463 - ROUTINE MAINTENANCE			
SALARY & SALARIES OVER TIME	2,583	4,185	6,000
DEFERRED COMP	0	225	300
FRINGE BENEFITS & FICA	189	1,125	900

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY MAJOR STREETS FUND

	2023 -24	2024-25
Actual as of	ORIGINAL	PROPOSED
3/30/2024	BUDGET	BUDGET
WORKERS COMPENSATION	909	1,000
SUPPLIES	841	3,000
CONTRACTURAL SERVICES	4,279	7,500
EQUIPMENT RENTAL	4,377	17,000
TOTAL 463 - ROUTINE MAINTENANCE	13,178	35,700
Dept 474 - TRAFFIC SIGNALS		
SALARY & SALARIES OVER TIME	179	400
FICA	13	50
CONTRACTURAL SERVICES	21,107	40,000
ELECTRIC	10,459	12,000
EQUIPMENT RENTAL	0	100
SUPPLIES	0	5,000
TOTAL 474 - TRAFFIC SIGNALS	31,758.00	57,550
Dept 476 - NON MOTORIZED TRANSPORTATION		
CONTRACTURAL SERVICES	800	3,000
TOTAL 476 - NON MOTORIZED TRANSPORTATION	800	3,000

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY MAJOR STREETS FUND

	2023 -24	2024-25
Actual as of	ORIGINAL	PROPOSED
3/30/2024	BUDGET	BUDGET
Dept 478 - WINTER MAINTENANCE		
SALARY & SALARIES OVER TIME	1,697	4,000
FICA	124	350
SUPPLIES	2,204	2,500
EQUIPMENT RENTAL	8,330	11,500
CONTRACTURAL SERVICES	11,500	3,000
TOTAL 478 - WINTER MAINTENANCE	23,855	21,350
Dept 966 - OPERATING TRANSFER		
TRANSFER COMPREHENSIVE IMPROVEMENT	45,000	50,000 Fund 245
TOTAL 966 - OPERATING TRANSFER	45,000	50,000
Fund 202 - MAJOR STREET FUND:		
TOTAL REVENUES		303,200
TOTAL EXPENDITURES		182,300
NET OF REVENUES & EXPENDITURES		120,900

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY LOCAL STREETS FUND

	2023 -24	2524-25	Comments
	Actual as of 3/30/2024	PROPOSED BUDGET	
Fund 203 - LOCAL STREET FUND			
Revenues			
RIGHT OF WAY PERMITS	543	3,000	600
STATE REVENUE	74,875	95,000	100,000
STABILIZATION AUTHORITY	0	5,000	3,000
TOTAL REVENUES	75,418	103,000	103,600
Expenditures			
Dept. 442 - DPW ADMINISTRATION			
INSURANCE BOND AND BONDS	613	675	700
TOTAL DEPT 442 - DPW ADMINISTRATION	613	675	700
Dept 463 - ROUTINE MAINTENANCE			
SALARY	1,542	7,000	7,000
DEFERRED COMP	0	275	300
FRINGE BENEFITS & FICA	115	1,450	1,500
WORKERS COMPENSATION	909	1,100	1,000
SUPPLIES	1,505	2,000	6,000
CONTRACTURAL SERVICES	5,889	7,500	10,000

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY LOCAL STREETS FUND

	2023 -24		2024-25
	Actual as of 3/30/2024	ORIGINAL BUDGET	PROPOSED BUDGET
REPAIRS/MAINTENANCE	0	3,500	750
EQUIPMENT RENTAL	3,199	15,000	15,000
TOTAL DEPT 463 - ROUTINE MAINTENANCE	13,159	37,825	41,550
Dept 474 - TRAFFIC SERVICES			
SALARY	75	275	400
FICA	5	25	50
CONTRACTURAL SERVICES	1,978	2,000	2,000
EQUIPMENT RENTAL	0	300	300
TOTAL 474 - TRAFFIC SERVICES	2,058	2,600	2,750
Dept 478 - WINTER MAINTENANCE			
SALARY & SALARIES OVER TIME	2,393	4,250	4,500
FICA	172	325	350
SUPPLIES	4,407	10,000	5,000
REPAIRS/MAINTENANCE	0	1,000	1,000
EQUIPMENT RENTAL	5,969	8,000	8,000
CONTRACTURAL SERVICES	0	0	500 Plowing snow
TOTAL 478 - WINTER MAINTENANCE	12,941	23,575	19,350

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY LOCAL STREETS FUND

	2023 -24	2024-25
Actual as of	ORIGINAL	PROPOSED
3/30/2024	BUDGET	BUDGET
<hr/>		
Fund 203 - LOCAL STREET FUND		
TOTAL REVENUES		103,600
TOTAL EXPENDITURES		64,350
NET OF REVENUES & EXPENDITURES		39,250

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY COMPREHENSIVE FUND

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET	COMMENTS
FUND 245 - COMPREHENSIVE FUND				
Revenues				
CONTR FROM LOCAL UNIT	82,553	100,000	90,000	
TRANSFER FROM MAJOR STREETS	45,000	60,000	50,000	
TRANSFER FROM WATER FUND	0	0	10,000	
TRANSFER FROM SEWER FUND	0	0	10,000	
TRANSFER FROM GENERAL FUND	0	0	5,000	
Total Fund 245 - COMPREHENSIVE IMPROVEMENT FUND	127,553	160,000	165,000	
Expenditures				
DEPT 265 CITY HALL & GROUNDS				
CAPITAL OUTLAY - EQUIPMENT	2,137	0	45,000	BS&A Software, Server upgrade, and Email .gov extension
Total DEPT 265 CITY HALL & GROUNDS	2,137	0	45,000	
DEPT 301 POLICE DEPARTMENT				

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY COMPREHENSIVE FUND

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET	
CAPITAL OUTLAY - EQUIPMENT	16,601	0	18,200	Body Cameras & Tasers contract and Mandated Radio upgrades
TOTAL DEPT 301 - POLICE DEPARTMENT	16,601	0	18,200	
DEPT 537 - SEWER SYSTEM - GENL OPERATIONS				
SEWER SYSTEM IMPROVEMENTS	8,000	0	35,000	Water Meters #100
TOTAL 537 - SEWER SYSTEM - GENL OPERATIONS	8,000	0	35,000	
DEPT 560 - WATER DISTRIBUTION SYSTEM				
973.001 CAPITAL IMPROVEMENTS	8,000	0	35,000	Water Meters #100
TOTAL DEPT 560 - WATER DISTRIBUTION SYSTEM	8,000	0	35,000	
Dept 441 - DEPARTMENT OF PUBLIC WORKS				
CAPITAL OUTLAY - EQUIPMENT	0	0	50,000	Leasing 2 vehicles
TOTAL DEPT 441 - DEPARTMENT OF PUBLIC WORKS	0	0	50,000	

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY/COMPREHENSIVE FUND

	2023 -24	2024-25
Actual as of	ORGINAL	PROPOSED
3/30/2024	BUDGET	BUDGET
FUND 245 - COMPREHENSIVE FUND		
TOTAL REVENUES		165,000
TOTAL EXPENDITURES		165,000
NET OF REVENUES & EXPENDITURES		0

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY DOWNTOWN DEVELOPMENT AUTHORITY

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET	COMMENTS
FUND 248 - DOWNTOWN DEVELOPMENT AUTHORITY				
Revenues				
DDA CAPTURED TAX	13,770	13,764	20,920	
BANK INTEREST ON ACCOUNTS	25	0	25	
Total FUND 248 - DOWNTOWN DEVELOPMENT AUTHORITY	13,795	13,764	20,945	
Expenditures				
DEPT 729 DOWNTOWN DEVELOPMENT AUTHORITY				
ADMINISTRATION FEE	1800	2400	2,400	
CONTRACTURAL SERVICES	0	0	10,000	
LEGAL SERVICES	0	0	5,000	
Total DEPT 729 DOWNTOWN DEVELOPMENT AUTHORITY	1,800	2,400	17,400	
FUND 248 - DOWNTOWN DEVELOPMENT AUTHORITY				
TOTAL REVENUES			20,945	
TOTAL EXPENDITURES			17,400	
NET OF REVENUES & EXPENDITURES			3,545	

**CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY BUILDING
DEPARTMENT FUND**

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET	COMMENTS
Fund: 251 - BUILDING DEPARTMENT FUND				
Revenues				
BUILDING PERMITS	5,246	13,000	5,000	
RENTAL ORDINANCE FEES	1,120	6,000	5,000	
TRANSFER FROM GENERAL FUND	26,250	35,000	35,000	
Total Fund: 251 - BUILDING DEPARTMENT FUND	32,616	54,000	45,000	
Expenditures				
DEPT 371 - BUILDING INSPECTOR				
SALARY	0	25,000	25,000	
EMPLOYER'S FICA	0	2,000	2,000	
WORKERS COMPENSATION	0	300	300	
OPERATING SUPPLIES	0	250	250	
AUDIT FEES	0	398	450	
ADMINISTRATION FEE	3,750	5,000	5,000	
RENTAL INSPECTIONS	1,785	5,000	5,000	
TOTAL DEPT 371 - BUILDING INSPECTOR	5,535	37,948	38,000	

**CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY BUILDING
DEPARTMENT FUND**

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET	COMMENTS
DEPT 722 - ZONING COMMISSION/APEALS				
LAND USAGE/DEMOLITIONS	0	29,701		15,000 106 Center street demolition
TOTAL DEPT 722 - ZONING COMMISSION/APEALS	0	29,701	15,000	
Fund: 251 - BUILDING DEPARTMENT				
TOTAL REVENUES			45,000	
TOTAL EXPENDITURES			53,000	
NET OF REVENUES & EXPENDITURES			-8,000	

**CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY BUILDING AUTHORITY
FUND**

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET	COMMENTS
Fund: 255 - BUILDING AUTHORITY FUND				
Revenues				
665.002 BANK INTEREST ON ACCOUNTS	319	250	350	
667.000 RENT - CITY OF HARTFORD	41,667	50,000	50,000	
Total Fund: 255 - BUILDING AUTHORITY FUND	41,986	50,250	50,350	
Expenditures				
DEPT 265 - CITY HALL & GROUNDS				
DEBT SERVICE - PRINCIPAL	19,000	19,000	20,000	
DEBT SERVICE - INTEREST	13,039	26,000	24,701	
Total DEPT 265 - CITY HALL & GROUNDS	32,039	45,000	44,701	
Fund: 255 - BUILDING AUTHORITY				
TOTAL REVENUES			50,350	
TOTAL EXPENDITURES			44,701	
NET OF REVENUES & EXPENDITURES			5,649	

CITY OF HARTFORD

2024 - 25 BUDGET SUMMARY SEWER FUND

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET	COMMENTS
Fund 590 - SEWER FUND				
Revenues				
REAL PROPERTY TAX - CURRENT	50,769	55,500	60,675	
PERSONAL PEROPERTY TAX - CURRENT	18,116	18,250	21,440	
PENALTIES AND INT ON TAXES	91	0	90	
SERVICE -SALES	404,116	0	538,821	
CAPITAL RESERVE ESCROW SALES\	107,398	145,800	140,197	
PENALTIES ON DELINQ BILLS	20,412	20,000	25,000	
BANK INTEREST ON ACCOUNTS	44	0	60	
MISCEL. REVENUE	10,561	12,000	14,000	
UNREALIZED (GAIN/LOSS) ON INV.	6,411	0	4,000	
TOTA REVENUES	617,918	251,550	804,283	
Expenditures				
DEPT 537 - SEWER SYSTEM GENL OPERATIONS				
SALARY & SALARIES OVERTIME	7,172	7,500	7,500	
DEFERRED COMP	0	9,000	718	
FRINGE BENEFITS & FICA	510	4,100	4,000	

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY SEWER FUND

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET
WORKERS COMPENSATION	605	550	650
POSTAGE	2,667	2,500	3,000
OPERATING SUPPLIES	144	750	400
ADMINISTRATION FEE	35,625	47,500	47,500
CONTRACTURAL SERVICES	3,498	9,000	5,000
REPAIRS/MAINTENANCE	356	3,000	2,000
EQUIPMENT REPAIR	10,605	15,000	15,000
CAPITAL IMPROVEMENTS	0	0	35,500
CAPITAL OUTLAY	0	0	5,000
TOTAL \$37 - SEWER SYSTEM GENL OPERATIONS	61,182	98,900	126,268
Dept. 570 SEWER TREATMENT PLANT			
SALARY & SALARIES/OVERTIME	56,754	127,500	113,000
DEFERRED COMP	1,825	2,500	3,000
FRINGE BENEFITS & FICA	13,842	37,500	36,000
WORKERS COMPENSATION	1,300	1,095	1,400
OPERATING SUPPLIES	38,346	60,000	60,000
LAB SUPPLIES AND EQUIP	4,647	5,000	5,000

Prices have gone up

Based on tests per year, cost for supplies, and extras

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY SEWER FUND

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET
CLOTHING ALLOWANCE	840	1,500	1,500
GASOLINE AND OIL	3,558	7,500	7,500
AUDIT FEES	7,752	7,752	8,000
ADMINISTRATIVE FEE	32,250	43,000	43,000
CONTRACTURAL SERVICES	40,957	60,000	60,000
TELEPHONE	3,355	3,700	3,700
			If we run UV lights full time that will increase electrical usage. Equipment associated with the new EQ tank will increase electrical usage, repairing outside lights will increase electrical usage
ELECTRIC	16,266	20,000	20,000
			If you hire a new WWTP worker you may want to send them to educational classes.
TRAVEL	0	0	1,000
REPAIRS/MAINTENANCE	18,191	10,000	10,000
EQUIPMENT REPAIR	1,570	1,500	10,000
EQUIPMENT RENTAL	2,730	2,500	3,000
MISCELLANEOUS	0	500	500

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY SEWER FUND

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET	
TRAINING FUND	0	1,500	1,500	If you hire a new WWTP worker you may want to send them to educational classes.
MEMBERSHIP FEES	1,950	750	750	
INSURANCE AND BONDS	12,826	8,500	14,000	
PRINCIPAL PAYMENT BOND	0	38,000	39,000	Bond payment - need millage
PRINCIPAL PAT-IMPROVEMENT LOAN	0	93,700	97,900	Bond payment - need millage
INTEREST EXPENSE	29,062	57,633	56,502	Bond payment - need millage
INTEREST EXPENSE -SERIES 2022	0	39,166	152,522	Bond payment - need millage
TOTAL 570 SEWER TREATMENT PLANT	288,021	630,796	748,774	
DEPT 575 - SEWER LIFT STATIONS				
SALARY & SALARIES/OVERTIME	11,380	12,475	17,000	
DEFERRED COMP	0	675	10,000	
FRINGE BENEFITS & FICA	770	4,250	3,000	
OPERATING SUPPLIES	531	500	600	
CONTRACTURAL SERVICES	2,570	2,500	3,000	
TELEPHONE	1,365	1,200	1,600	
ELECTRIC	5,882	8,500	8,000	

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY SEWER FUND

	Actual as of 3/30/2024	2023 -24 ORIGINAL BUDGET	2024-25 PROPOSED BUDGET
REPAIRS/MAINTENANCE	5,818	0	6,500
EQUIPMENT RENTAL	9,664	10,000	13,000
INSURANCE AND BONDS	1,647	1,500	2,000
TOTAL 575 - SEWER LIFT STATIONS	39,627	41,600	64,700
Dept 966 - OPERATING TRANSFER			
TRANSFER COMPREHENSIVE IMPROVEMENT	0	0	10,000
TOTAL 966 - OPERATING TRANSFER	0	0	10,000
DEPRECIATION EXPENSE	0	250,000	210,000
Fund 590 - SEWER FUND			
TOTAL REVENUES			804,283
TOTAL EXPENDITURES			949,742
NET OF REVENUES & EXPENDITURES			-145,459

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY WATER FUND

	2023 -24	2024-25	
	Actual as of ORIGINAL BUDGET	PROPOSED BUDGET	Comments
	3/30/2024		
Fund 591 - WATER FUND			
Revenues			
SERVICES - SALES	212,626	360,000	289,000
CAPITAL RESERVE ESCROW SALES	61,371	80,575	88,573
SHUT-OFF AND TURN-ON	400	350	400
PENALITES ON DELINQ BILLS	9,482	15,500	13,000
INTEREST ON RECEIVABLES	111	0	90
RENTAL OF WATER TOWER METRONET	20,183	24,840	28,566
MISC REVENUE	50	250	50
UNREALIZED (GAIN) LOSS ON INV.	2,677	0	3,000
TOTAL REVENUES	306,900	481,515	422,679
Expenditures			
Dept. 541 - IRON REMOVAL PLANT OPERATIONS			
SALARY & SALARIES OVERTIME	10,315	13,900	10,000
DEFERRED COMP	0	750	0
FRINGE BENEFITS & FICA	0	7000	6,000
OPERATING SUPPLIES	7793	10000	11,000

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY WATER FUND

	2023 -24		2024-25
	Actual as of	ORIGINAL	PROPOSED
	3/30/2024	BUDGET	BUDGET
ADMINISTRATION FEE	12000	16000	16,000
CONTRACTURAL SERVICES	8,682	10,000	13,000
TELEPHONE	1,212	1,700	1,600
ELECTRIC	6,753	9,000	10,000
HEAT	912	1,500	1,200
REPAIRS/MAINTENANCE	18,436	7,500	40,000
EQUIPMENT/REPAIR	21,458	7,000	23,000
INSURANCE & BONDS	1966	1500	2,000
DEPRECIATION EXPENSE	0	50000	50,000
TOTAL 541 - IRON REMOVAL PLANT OPERATIONS	89,527	51,500	184,400
Dept. 591 - WATER DISTRIBUTION SYSTEM			
SALARY & SALARIES/OVERTIME	21,838	13,150	10,000
FRINGE BENEFITS & FICA	1,551	6,900	2,000
WORKERS COMPENSATION	1,205	925	1,400
POSTAGE	2,500	2,667	4,000
OPERATING SUPPLIES	5,000	2,592	5,000
AUDIT FEES	3,002	3,000	3,500
ADMINISTRATIVE FEE	47,000	35,250	47,000

CITY OF HARTFORD
2024 - 25 BUDGET SUMMARY WATER FUND

	2023 -24		2024-25
	Actual as of 3/30/2024	ORIGINAL BUDGET	PROPOSED BUDGET
CONTRACTURAL SERVICES	6000	15154	6,000
ELECTRIC	5,000	4,759	6,500
REPAIRS/MAINTENANCE	20,000	11,430	20,000
EQUIPMENT REPAIR	30,000	28,542	38,000
MISCELLANEOUS	250	800	800
TRAINING FUND	1,500	720	800
MEMBERSHIP FEES	1,000	87	1,000
INSURANCE AND BONDS	2,500	2,552	3,000
CAPITAL OUTLAY	0	2,325	5,000
CAPITAL IMPROVEMENTS	75000	0	35,500
TOTAL \$91 - WATER DISTRIBUTION SYSTEM	223,346	130,853	189,500
Dept 966 - OPERATING TRANSFER			
TRANSFER COMPREHENSIVE IMPROVEMENT	0	0	10,000
TOTAL 966 - OPERATING TRANSFER	0	0	10,000
DEPRECIATION EXPENSE	150,000	0	140,000