



GLADSTONE CITY COMMISSION BUDGET WORK SESSION

City Hall Chambers – 1100 Delta Avenue
February 29, 2024
5:00 PM

AGENDA

CALL TO ORDER

1. Roll Call

PUBLIC COMMENT

NEW BUSINESS

2. Proposed Fiscal Year 2024-2025 General & Street Funds Budget

ADJOURNMENT

The City of Gladstone will provide all necessary, reasonable aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting/hearing upon five days notice to the City of Gladstone. Individuals with disabilities requiring auxiliary aids or services should contact the City of Gladstone by writing or calling City Hall at (906) 428-2311.

Posted: 02-23-2024

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RULES FOR PUBLIC COMMENT/ PUBLIC HEARINGS

(Excerpt from City Commission Rules of Procedure Adopted: 11-25-2019)

A. Public Comment / Public Hearings

At regular and special meetings of the commission, individuals wishing to be heard may address the commission during the public comment/public hearing periods as set forth in the agenda under the following rules:

1. Each speaker shall state name and address for the record.
2. Each speaker is limited to three (3) minutes of comment unless the presiding officer decides more time is necessary
3. Each speaker shall try to be concise and refrain from repeating comments already addressed by the commission.
4. Speakers who do not cease speaking when asked to do so will be deemed out of order and will not be allowed to address the commission again for the remainder of the meeting; continued disruption will warrant removal from the meeting.

5. The commission shall not decide issues that arise during public comment.
6. Speakers should address the commission through the presiding officer.
7. Commissioners and staff will not debate with the public.
8. Speakers will not verbally attack City Commissioners, City Staff or members of the public attending the meeting. Any such behavior will not be tolerated and any person presenting in this manner will be warned by the Mayor and shall be removed by Public Safety for noncompliance.
9. No vulgar or obscene language will be used by the speakers.
10. Any information the speaker wants to distribute to the Commission must first ask the Chair (Mayor) if they may present the Commission written comments at the meeting.
11. Speakers may not ask questions of the board during this time as the Commission or Staff will not address them during this public comment period.

**City of Gladstone
2024-25
Annual Budget**

2/29/2024



General Government Budget Review 2024/2025

Item 2.

Description

Income

Administrative fees	\$ 449,307
Franchise Fees/Licenses	\$ 89,600
Grants	\$ -
Misc./Penalty/Reimbursements	\$ 77,200
Code Enforcement/Zoning	\$ 34,450
Transfer from Dr. Mary Cretens	\$ 49,900
Total Income	\$ 700,457

Total Income	\$ 700,457
Total Expenses	\$ 1,116,599
Income-Expense	\$ (416,142)

Net Cost of City Hall	\$ 416,142
2020 Census	5,257
Cost/Resident	\$ 79.16
Taxes & Revenue Sharing	\$ 2,539,095
% Taxes/Revenue Sharing	16.4%

Expenses

City Commission	\$ 129,389
City Manager	\$ 155,205
Office Clerk	\$ 93,927
City Clerk	\$ 167,729
Board of Review	\$ 2,953
City Treasurer	\$ 164,468
City Assessor	\$ 71,760
Elections	\$ 44,320
City Hall	\$ 32,914
Computer Copier	\$ -
Debt Service	\$ 50,000
Community Development	\$ 203,934
Total Expenses	\$ 1,116,599

Capital Projects:

News or Notes: 2024 Elections
 Northshore
 Update Property Maintenance Code
 Flex Zoning



Public Safety Budget Review 2024/2025

<u>Description</u>	<u>Income</u>
Act 33 PS Millage	\$ 438,847.00
Grants/Rev Sharing	\$ 5,246
SOR Fees	\$ 600
Rampart Rent	\$ 4,000
Transfer from Olson Trust	\$ 10,500
PBT Fees	\$ -
Parking Violations	\$ 300
Miscelanious	\$ 57,200
Fire Calls	\$ 2,000
Transfer from K-9 Fund	\$ 9,875
K-9 Donations	\$ 1,500
Total Income	\$ 530,068

<u>Expenses</u>	
Police Department	\$ 1,801,744
K-9 Program	\$ 9,875
Fire Department	\$ 220,597
Total Expenses	\$ 2,032,216

Total Income	\$ 530,068
Total Expenses	\$ 2,032,216
Income-Expense	\$ (1,502,148)

Net Cost of Public Safety	\$ 1,502,148
2020 Census	5,257
Cost/Resident	\$ 285.74
Taxes/Revenue Sharing	\$ 2,539,095
% Taxes/Revenue Sharing	59.2%



Capital Projects: New Body Cameras

New Computer

News or Notes: Hire School Liaison Officer

Restart Fire Truck Fund

Restart Car Fund

Fully Fund Upset

Public Safety Special Assessment-Millage

Public Works Budget Review 2024/2025

Item 2.

<u>Description</u>	<u>Income</u>
Alley Maint. From Utilities	\$ 28,981
Gravel Sales	\$ 17,000
Grass & Snow Code Enforcement	\$ 1,000
Equipment Rental	\$ 250,000
DPW Misc.	\$ 500
Building Rental	\$ 10,000
Grave Opening & Storage	\$ 31,000
Cemetery Lot Sales	\$ 20,000
Sale of Equipment	\$ 2,500
Transfer from Equip. Fund Balance	\$ -
Transfer from Perpetual Care	\$ 8,000
Dr. Mary Cretens: Cemetery/Trees	\$ 87,300
Total Income	\$ 456,281

<u>Expenses</u>	
Forestry	\$ 50,391
DPW Administration	\$ 146,171
Alley Maintenance	\$ 28,980
Grounds Maintenance	\$ 24,564
Equipment Pool	\$ 218,847
Fernwood Cemetery	\$ 121,810
Total Expenses	\$ 590,763

Total Income	\$ 456,281
Total Expenses	\$ 590,763
Income-Expense	\$ (134,482)

Net Cost of Public Works	\$ 134,482
2020 Census	5,257
Cost/Resident	\$ 25.58
Taxes/Revenue Sharing	\$ 2,539,095
% Taxes/Revenue Sharing	5.3%



Capital Projects: Roof on Chapel
 Boulevard Trees and Stump Removal
 Cemetery Pickup Truck

News or Notes: DPW Building Site Selection + Architect

Recreation Budget Review 2024/2025

Item 2.

<u>Description</u>	<u>Income</u>
Beautification DDA	\$ 5,000
Grants	\$ 10,000
Beach House Rental + Conc.	\$ 800
Pavilion & Gazebo Rental	\$ 4,900
Sports Park Tickets	\$ 45,000
Sports Park Concession	\$ 15,000
Sports Park Building Rental	\$ 5,500
Bayshore Ballfield	\$ 1,100
Rec. Programs	\$ 600
Campground	\$ 194,500
Misc.	\$ -
Snack Shack	\$ 12,000
Sports Park Ball Fields	\$ -
Donations for Projects	\$ 15,300
Dr. Mary Cretens	\$ 83,700
Total Income	\$ 393,400

<u>Expenses</u>	
Recreation Admin.	\$ 219,020
Beautification	\$ 15,000
Parks	\$ 96,912
Beach	\$ 45,405
Other Rec. Facilities	\$ 42,105
Ice Rink	\$ -
Campground	\$ 84,013
Sports Park	\$ 126,550
Rec. Programs	\$ 28,425
Total Expenses	\$ 657,430

Total Income	\$ 393,400
Total Expenses	\$ 657,430
Income-Expense	\$ (264,030)

Net Cost of Recreation	\$ 264,030
2020 Census	5,257
Cost/Resident	\$ 50.22
Taxes/Revenue Sharing	\$ 2,539,095
% Taxes/Revenue Sharing	10.4%

- Capital Projects:** Office Chairs
 Park Trees and Stump Removal
 New Mower and Bagger
 Pond Pump Repair
 Rebuild Snow Gun
 Pram Shack

News or Notes: Hire Recreation Director



24/25 General Fund Summary

	Income	Expense	Net Expense
General Gov.	\$ 700,457	\$ 1,116,599	\$ 416,142
Public Safety	\$ 530,068	\$ 2,032,216	\$ 1,502,148
Recreation	\$ 393,400	\$ 657,430	\$ 264,030
DPW	\$ 456,281	\$ 590,763	\$ 134,482
Total	\$ 2,080,206	\$ 4,397,008	\$ 2,316,802

Taxes & PILT's	\$ 1,814,142
Revenue Sharing	\$ 724,953
	\$ 2,539,095

Taxes & Revenue Sharing	\$ 2,539,095
Net General Fund Expense	\$ 2,316,802
Net Funds to Fund Balance	\$ 222,293
	8.8%

3/31/23 Audited Fund Balance	\$ 222,620
3/31/24 Projected Fund Balance	\$ 270,580
3/31/25 Requested Fund Balance	\$ 493,143



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Major Street Budget Review 2024/2025

<u>Description</u>	<u>Income</u>
Special Assessment	\$ -
Grants	\$ -
Act 51 Funds	\$ 644,000
Build Michigan Roads	\$ 11,000
Winter Maint Payment	\$ 7,000
Penalty Income	\$ 1,000
Interest Income	\$ 4,500
Transfer from Fund Balance	\$ -
Total Income	\$ 667,500

<u>Expenses</u>	
Re-Construction	98,985
Non-Motorized	2,774
Surface Maintenance	144,988
Storm Sewers	21,421
Traffic Control	18,988
Winter Maint.	163,197
Sweeping/Flushing	26,314
Administration	190,833
Total Expenses	\$ 667,500

Total Income	\$ 667,500
Total Expenses	\$ 667,500
Income-Expense	\$ -

Capital Projects: Chip Seal

News or Notes: Transfer \$3,694 to Fund Balance

Transfer \$150,000 to Local Streets

Transfer \$23,006 To Pay Elec. Loan

3/31/23 Audited Fund Balance	\$ 433,139
3/31/24 Projected Fund Balance	\$ 327,818
3/31/25 Requested Fund Balance	\$ 331,512



Local Street Budget Review 2024/2025

<u>Description</u>	<u>Income</u>
Special Assessment -Int./Penalty	\$ 3,000
Grants	\$ -
Act 51 Funds	\$ 241,000
Build Michigan Roads	\$ 4,000
Winter Maint. Payment	\$ 5,700
Metro Act 48 Funds	\$ 28,595
Permit Fees	\$ 500
Penalty Income	\$ 1,500
Interest Income	\$ 1,300
Misc.	\$ 7,433
Transfer from Major Street	\$ 150,000
Transfer from Fund Balance	\$ -
Total Income	\$ 443,028

Total Income	\$ 443,028
Total Expenses	\$ 443,028
Income-Expense	\$ -

Capital Projects: Chip Seal
Crack Seal

News or Notes: Transfer \$1,840 to Fund Balance
\$150,000 Transfer from Major St.
Transfer \$1,840 to Pay Elec. Loan

3/31/23 Audited Fund Balance	\$ 94,733
3/31/24 Projected Fund Balance	\$ 135,865
3/31/25 Requested Fund Balance	\$ 137,705

<u>Expenses</u>	
Re-Construction	9,600
Non-Motorized	2,604
Surface Maintenance	215,277
Storm Sewers	23,644
Traffic Control	3,264
Winter Maint.	110,748
Sweeping/Flushing	39,029
Administration	38,862
Total Expenses	\$ 443,028

