

AGENDA
Village of Kingsley
Village Council Meeting
February 27, 2024
6:00 P.M.

Village Hall, 207 South Brownson Ave, Kingsley, MI 49649- (231) 263-7778

Meeting called to order at ____ p.m. by _____

PLEDGE OF ALLEGIANCE

ROLL CALL:

President Lajko ____, Trustee McPherson ____, President Pro Tem Weger ____, Trustee G. Bogart ____ Trustee Wallace ____ Trustee Bott ____ Trustee Weber _____

Also Attending: Clerk Forro ____, Manager Aldrich _____.

Motion by _____, seconded by _____, to accept the agenda as presented.

1. Any person wishing to address the Board shall state his or her name and address.
2. Public comment will only pertain to agenda items listed. Any comments will be taken into consideration by the Board at a later date. No person shall be allowed to speak more than once on the same matter. The Chairperson shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes. Chairperson may, at his or her discretion, extend the amount of time any person is allowed to speak.

PUBLIC COMMENT:

ANNOUNCEMENTS:

1. Announcements from the Village Manager:

2. Announcements from the Village Clerk:

3. CPO Dustin Stickler:

4. County Commissioner Scott Sieffert:

5. GT County Road Commission:

6. Paradise Township:

7. Other:

CONSENT CALENDAR:

All matters listed under the consent calendar are considered to be routine by the Village Council and will be acted upon by voice vote -- no discussion. Council members and/or the public may remove any item and have it placed elsewhere on the agenda for discussion.

1. *Consideration of approving the amended minutes of the December 11 Regular Meeting (Approval Recommended)*
2. *Consideration of approving the minutes of the January 8, Regular Meeting (Approval Recommended)*
3. *Consideration of approving the minutes of the February 13 Special Meeting (Approval Recommended)*

OLD BUSINESS:

NEW BUSINESS:

1. **Conduct a Public Hearing and Consider the Adoption of Fiscal Year 2023/2024 Budget Amendment, Resolution #09-2024**
2. **Conduct a Public Hearing and Consider the Adoption of Fiscal Year 2024-2025 Budget, Resolution #10-2024**
3. **Presentation from Brightspeed regarding future utility upgrade**

REGULAR REPORTS:

1. **Financial Fund Balance Report:**
Motion by _____, seconded by _____, to accept the Financial Fund Balance Report as presented.
2. **Bills:**
Motion by _____, seconded by _____, to accept the bills and additions as presented.
3. **Planning Commission:**
4. **DDA:**
5. **Parks & Recreation:**
6. **Zoning Administrator:**
7. **Clerk:**
8. **DPW:**
9. **Treasurer:**
10. **WWTP:**
11. **Manager:**

PUBLIC COMMENT:

Any person wishing to address the Board shall state his or her name and address.

Public input is open to statements or concerns for all matters. Statements and concerns will be taken into consideration by the Board at a later date. No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Commissioners' questions. The Chairperson shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes. Chairperson may, at his or her discretion, extend the amount of time any person is allowed to speak.

1. Reserved.

2. General.

3. Mayor and Trustees.

ADJOURNMENT

Motion by _____, seconded by _____, to adjourn the meeting at _____ pm.

The Village will provide reasonable auxiliary aid and services for individuals with disabilities. Call 231-263-7778 at least three (3) days prior to a meeting.

MINUTES
Village of Kingsley
Village Council Meeting
December 11, 2023

Village Hall, 207 South Brownson Ave, Kingsley, MI 49649- (231) 263-7778

Meeting called to order at 6:01 p.m. by President Lajko

PLEDGE OF ALLEGIANCE

ROLL CALL:

President Lajko X, Trustee McPherson X, President Pro Tem Weger X, Trustee G. Bogart X, Trustee Wallace X, Trustee Bott X, Trustee Weber X

Also Attending: Clerk Forro X, Manager Aldrich X, DPW Supervisor Almquist AB.

Motion by McPherson , seconded by Bogart, to accept the agenda as amended. All in Favor: Yes: All. No: None. Absent: None. Motion CARRIED.

Amendment to include moving Consent Calendar item #2 to the end of New Business.

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PUBLIC COMMENT:

None

ANNOUNCEMENTS:

1. Announcements from the Village Manager:

None

2. Announcements from the Village Clerk:

None

3. CPO Dustin Stickler:

Not Present

4. County Commissioner Scott Sieffert:

Currently working on 2024 Budget and Strategic Master Plan.

5. GT County Road Commission:

*Currently working on 2024 Budget.
Daniel Watkins is now the Road Commission Manager.*

6. Paradise Township:

Upcoming ZBA appointments and Road Commission Contract.

7. Other:

President Lajko – President Lajko and Manager Aldrich have begun a new public meeting forum called, “Kingsley Conversations.” Approximately 10 people attended the first one. The next one will be on December 13th at 4:30 at the Cast Iron Kitchen.

CONSENT CALENDAR:

All matters listed under the consent calendar are considered to be routine by the Village Council and will be acted upon by voice vote -- no discussion. Council members and/or the public may remove any item and have it placed elsewhere on the agenda for discussion.

1. Consideration of approving the minutes of the November 13, Regular Meeting (Approval Recommended).
2. Consideration to authorize a CPI-U adjustment for all staff in the amount of 2.9% beginning January 1, 2024 and to authorize wage adjustments for DPW laborers and Village Manager as recommended by the Employee Committee. (*Moved to new business*)
3. Consideration to enter into an agreement with Ivan Iler in an amount not-to-exceed \$40,000 for an art sculpture in Brownson Memorial Park as described in the attached proposal, with funds available in the general fund (CDBG & Rotary Charities Funds).

Motion by Weber, seconded by McPherson to accept the consent calendar as amended. All in Favor: Yes: All. No: None. Absent: None. Motion CARRIED.

OLD BUSINESS:

1. Consideration of entering into a wastewater collection and water supply extension and service agreement with the Grand Traverse County Road Commission at their new location in Paradise Township.

Village Attorney Mark Nettleton, Engineer Joe Slonecki, Road Commission Manager Dan Watkins, Road Commission Chair Joe Underwood participated in discussion with Village Council.

Motion by Weger, seconded by McPherson to approve the proposed Wastewater Collection and Water Supply Extension Agreement and to authorize and direct the Village President and the Village Manager to execute and deliver the agreement on behalf of the Village with such revisions as are deemed necessary and in the best interest of the Village by the Village President and the Village Manager with the assistance of the Village’s special legal counsel. All in Favor: Yes: All. No: None. Absent: None. Motion CARRIED.

2. Financial forecasting and operational assessment services update.

Failed due to lack of motion.

Motion by Weber, seconded by Weger to close the regular meeting. All in Favor: Yes: All. No: None. Absent: None. Motion CARRIED.

Motion by Bott, seconded by Weger to open the public hearing. All in Favor: Yes: All. No: None. Absent: None. Motion CARRIED.

NEW BUSINESS:

1. Public hearing regarding 2024-25 water and sewer rate adjustments.

Presentation by Mike Engels from Michigan Rural Water.

***Chum Vogue 510 Franklin St
Cynthia Adams 439 Mack Ave***

Motion by Lajko, seconded by McPherson to close the public hearing. All in Favor: Yes: All. No: None. Absent: None. Motion CARRIED.

Motion by Lajko, seconded by Bott to open the regular meeting. All in Favor: Yes: All. No: None. Absent: None. Motion CARRIED.

2. Consideration to authorize a CPI-U adjustment for all staff in the amount of 2.9% beginning January 1, 2024 and to authorize wage adjustments for DPW laborers and Village Manager as recommended by the Employee Committee.

Council discussed Todd's and Norm's raise would be after 2.9% CPIU.

Motion by Bogart, seconded by Weger to approve the CPIU Index of 2.9 % for everyone to include \$0.50 to Todd and \$1.00 to Norm. All in Favor: Yes: Weger, McPherson, Bogart, Wallace, Bott, Weber. No: Lajko. Absent: None. Motion CARRIED.

Motion by Bott, seconded by Wallace to approve to compensate Kaitlyn an additional \$5,000 after 2.9% CPIU. Roll Call Vote: Yes: Lajko, McPherson, Wallace, Bott. No: Weger, Bogart, Weber. Absent: None. Motion CARRIED.

REGULAR REPORTS:

1. Financial Fund Balance Report:

Motion by Weger, seconded by Bogart, to accept the Financial Fund Balance Report as presented. All in Favor: Yes: All. No: None. Absent: None. Motion CARRIED.

2. Bills:

Motion by Weger, seconded by Weber, to accept the bills and additions as presented. Roll Call Vote: Yes: Lajko, Weger, McPherson, Bogart, Wallace, Bott, Weber. No: None. Absent: None. Motion CARRIED.

3. Planning Commission:

Trustee Bott: Working on updating Animal Ordinances.

4. DDA:

President Lajko – Meeting Monday night. Discussed moving forward with RRC redevelopment path. Agreed to pay half if a consultant is hired.

5. Parks & Recreation:

President Lajko – Bid opening tomorrow for Brownson Park. (Rescheduled for December 19th).

6. Zoning Administrator: Report by Kaitlyn Aldrich

*ZBA has a meeting January 10th.
Awaiting a court date for junk ordinance.*

7. Clerk:

Verbal report by Clerk Forro.

8. DPW:

Verbal report by Manager Aldrich.

9. Treasurer:

None.

10. WWTP:

None.

11. Manager:

Verbal report by Manager Aldrich.

PUBLIC COMMENT:

Any person wishing to address the Board shall state his or her name and address.

Public input is open to statements or concerns for all matters. Statements and concerns will be taken into consideration by the Board at a later date. No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Commissioners' questions. The Chairperson shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes. Chairperson may, at his or her discretion, extend the amount of time any person is allowed to speak.

1. Reserved.

2. General.

Cynthia Adams 439 Mack Ave

3. Mayor and Trustees.

*Trustee McPherson
President Pro Tem Weger
President Lajko*

ADJOURNMENT

Motion by Weber, seconded by McPherson, to adjourn the meeting at 8:08 pm. All in Favor: Yes: All. No: None. Absent: None. Motion CARRIED.

The Village will provide reasonable auxiliary aid and services for individuals with disabilities. Call 231-263-7778 at least three (3) days prior to a meeting.

Minutes
Village of Kingsley
Village Council Meeting
January 8, 2024
6:00 P.M.

Village Hall, 207 South Brownson Ave, Kingsley, MI 49649- (231) 263-7778

Meeting called to order at 6:01 p.m. by President Lajko.

PLEDGE OF ALLEGIANCE

ROLL CALL:

President Lajko X Trustee McPherson X, President Pro Tem Weger X, Trustee G. Bogart AB, Trustee Wallace X, Trustee Bott X, Trustee Weber X

Also Attending: Clerk Forro X, Manager Aldrich X, DPW Supervisor Almquist AB.

Motion by Weger, seconded by Wallace, to accept the agenda as presented. All in Favor: Yes: All. No: None. Absent: Bogart. Motion CARRIED.

1. Any person wishing to address the Board shall state his or her name and address.
2. Public comment will only pertain to agenda items listed. Any comments will be taken into consideration by the Board at a later date. No person shall be allowed to speak more than once on the same matter. The Chairperson shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes. Chairperson may, at his or her discretion, extend the amount of time any person is allowed to speak.

PUBLIC COMMENT:

None

ANNOUNCEMENTS:

1. Announcements from the Village Manager:

None

2. Announcements from the Village Clerk:

None

3. CPO Dustin Stickler:

Not Present

4. County Commissioner Scott Sieffert:
Absent

County Administrator Alger:

Approved general fund budget and strategic plan in December. Goal of county commission is to meet community needs and to be a hub, so doing some things that reflect that type of activity, such as purchasing John's Auto and AutoTech.

Creating a community development coordinator position – would be responsible for development county wide.

5. GT County Road Commission:

Joe Underwood – Closed off 2021 and 2022 projects, coming in this year up-to-date on projects. Meeting on Thursday to discuss future projects.

6. Paradise Township:

Not Present

7. Other:

CONSENT CALENDAR:

All matters listed under the consent calendar are considered to be routine by the Village Council and will be acted upon by voice vote -- no discussion. Council members and/or the public may remove any item and have it placed elsewhere on the agenda for discussion.

1. Consideration of approving the minutes of the December 11, Regular Meeting (Approval Recommended).
- ~~2. Consideration of authorizing All Traffic Solutions Renewal Quote in the amount of \$1,500 for annual software license to remotely manage traffic sign, generate reports, receive alerts, and other functions outlined in the attached quote (Approval Recommended, Officer Stiekler, Manager Aldrich).~~
Moved to New Business #3.
3. Resolution 01-2024-Street Administrator
4. Resolution 02-2024-Administrative Fee
5. Resolution 03-2024-Performance Resolution
6. Resolution 04-2024-Water/Sewer Rates
7. Resolution 05-2024-Rural Taskforce Representative
8. Resolution 06-2024-Council Rules
9. Resolution 07-2024-Civic Center South Village/County Agreement

Motion by Weger, seconded by McPherson to accept the consent calendar as presented with the exception of moving item two to new business. All in Favor: Yes: All. No: None. Absent: Bogart. Motion CARRIED.

OLD BUSINESS:

1. Consideration of adopting Resolution 08-2024-Grand Traverse County Road Commission Water and Sewer Rates

Motion by Weger, seconded by Weber to adopt resolution 08-2024. All in Favor: Yes: All. No: None. Absent: Bogart. Motion CARRIED.

NEW BUSINESS:

1. Consideration of entering into a grant agreement with the Michigan Economic Development Corporation for funding to update the Village's Master Plan and Parks and Recreation Master Plan

Motion by Bott, seconded by McPherson to enter into an agreement with the Michigan Economic Development Corporation Case 398697 for the purpose of providing funding to the Village to hire services to update the master plan and parks and recreation plan, and to authorize the Village Manager to execute the necessary contract documents. All in Favor: Yes: All. No: None. Absent: Bogart. Motion CARRIED.

2. Consideration of entering into a contract with Networks Northwest for the rewrite of the Village's Master Plan; Consideration of entering into a contract with Networks Northwest for the rewrite of the Village's Parks and Recreation Plan

Motion by Wallace, seconded by Weger To enter into an agreement with Networks Northwest to rewrite the Village's Master Plan in an amount not to exceed \$20,700 and to authorize the Village Manager to execute the necessary documents; to enter into an agreement with Networks Northwest to rewrite the Village's Parks and Recreation Plan in an amount not to exceed \$7,200 and to authorize the Village Manager to execute the necessary documents, with funds available in the general fund. All in Favor: Yes: All. No: None. Absent: Bogart. Motion CARRIED.

3. Consideration of authorizing All Traffic Solutions Renewal Quote in the amount of \$1,500 for annual software license to remotely manage traffic sign, generate reports, receive alerts, and other functions outlined in the attached quote (Approval Recommended, Officer Stickler, Manager Aldrich).

Brief discussion by council.

Motion by McPherson, Seconded by Weger to authorize All Traffic Solutions Renewal Quote in the amount of \$1,500 for the annual software license. All in Favor: Yes: All. No: None. Absent: Bogart. Motion CARRIED.

REGULAR REPORTS:

1. Financial Fund Balance Report:
Motion by Weger, seconded by Weber, to accept the Financial Fund Balance Report as presented. All in Favor: Yes: All. No: None. Absent: Bogart. Motion CARRIED.
2. Bills:
Motion by Weger, seconded by McPherson, to accept the bills and additions as presented. Roll Call Vote: Yes:Lajko, McPherson, Weger, Wallace, Bott, Weber. No:None. Absent:Bogart.
3. Planning Commission:
No Meeting in December.
4. DDA:
No meeting in January.
5. Parks & Recreation:
The only bid received was about 1.8 million, significantly over budget. Meeting on Wednesday with Library, Wade Trim staff, and MEDC staff meeting on Wednesday to discuss how to move forward.
6. Zoning Administrator:
Report by Kaitlyn Aldrich – Was supposed to have a ZBA meeting on Wednesday, but there was an oversight on the 300 foot radius notification for property owners that was not mailed out, so will reschedule for the end of the month.
7. Clerk:
Oral report by Christina Forro
8. DPW:

Todd Weaver – Concerns about the impending results if the lift station pumps are not addressed immediately.

9. Treasurer:

None

10. WWTP:

Report by Josh Hall – Lift station, violations with EGLE being addressed and letters to be sent out to residents, wastewater plant everything is good, helping with water system, training Norm and Todd.

11. Manager:

Council Meeting 2024 schedule

Council discussion

Motion by Bott, seconded by Weger, to move the council meeting from the second Monday of each month to the second Tuesday of each month. All in Favor: Yes: All. No: None. Absent: Bogart. Motion CARRIED.

CPO Dustin Stickler – Updates on calls, arrests, and accidents.

PUBLIC COMMENT:

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1. Reserved.

2. General.

Carrie Armstrong – 8731 Blackman Rd

3. Mayor and Trustees.

ADJOURNMENT

Motion by Weger, seconded by Wallace, to adjourn the meeting at 7:23 pm.

The Village will provide reasonable auxiliary aid and services for individuals with disabilities. Call 231-263-7778 at least three (3) days prior to a meeting.

MINUTES
Village of Kingsley
Village Council Special Meeting
February 13, 2024
6:00 p.m.

Village Hall, 207 South Brownson Ave, Kingsley, MI 49649- (231) 263-7778

Meeting called to order at 6:00 pm by President Lajko.

Pledge of Allegiance

Roll Call: Lajko X, Weber X, McPherson X, Weger X, G. Bogart X, Wallace X, Bott X.
Also Attending: Clerk Forro X, Manager Aldrich X.

Motion by Weger, seconded by Weber, to accept the amended agenda with changes stated; (1) to reflect a Village of Kingsley Council Representative on the Civic Center South, (2) additional invoice for purchases for the lift station under old business. All in Favor: Yes: All. No: None. Absent: None. Motion CARRIED.

1. Any person wishing to address the Board shall state his or her name and address
2. Public comment will only pertain to agenda items listed. Any comments will be taken into consideration by the Board for a later date. No person shall be allowed to speak more than once on the same matter. The Chairperson shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes. Chairperson may, at his or her discretion, extend the amount of time any person is allowed to speak.

NEW BUSINESS:

1. Village of Kingsley Council Representative on the Civic Center South Board

Resignation of Bogart from CCS Board effective immediately.

OLD BUSINESS:

1. Consideration of authorizing purchases for lift station.

Motion by Bogart, seconded by McPherson, to pay the necessary bills. Roll Call Vote: Yes:Lajko, McPherson, Weger, Bogart, Wallace, Bott, Weber. No:None. Absent:None. Motion CARRIED.

TOPICS FOR DISCUSSION:

1. Presentation and discussion of draft 2024-2025 fiscal year budget.

Presented by Village Manager Aldrich. Village Council Discussed.

2. Discussion of 2023-24 fiscal year budget amendments.

Presented by Village Manager Aldrich.

PUBLIC INPUT:

1. Any person wishing to address the Board shall state his or her name and address
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Jake Paddock, Buckley

Motion by Weger, seconded by McPherson, to adjourn at 8:05 p.m.

The Village will provide reasonable auxiliary aid and services for individuals with disabilities. Call 231-263 7778 at least three (3) days before a meeting.



207 S. Brownson Ave. P.O. Box 208 Kingsley, MI 49649

TO: Village Council
COPY:
FROM: Kaitlyn Aldrich, Village Manager
DATE: February 22, 2024
Subject: Fiscal Year Ending February 29, 2024 Budget Amendment
Resolution #09-2024

In compliance with statutory budgeting and accounting requirements, Village Council must amend the 2023-2024 budget prior to February 29, 2024 such that actual expenditures do not exceed budgeted amounts. The 2023-2024 Year End Budget Amendments are attached. These amendments result from changes in revenues and expenditures throughout the budget year. Please note that this amendment is worst case scenario. There are numerous line items in which money was saved, but any line item that went over budget has to be amended before year end.

The projected Fund Balance for the General Fund and all other accounts are based on **budgeted** financial outcomes at year-end. Final numbers for the year ending February 29, 2024 will not be available until after the audit is completed in May. On February 28, 2023, the General Fund had \$568,504 in fund balance available. The projected Fund Balance for the end of this fiscal year is \$430,651. The attached budget amendment summarizes the change in fund balance. It also outlines the fund balances for Major, Local, Water, Sewer, and Equipment.

RECOMMENDATION

Approve Resolution #09-2024, Final Year End Budget Amendments, for the year ending February 29, 2024 as presented.

**Village of Kingsley
2023-2024 End Budget Amendments**

GENERAL FUND

<u>Revenue</u>	<u>Amount Inc/(Dec)</u>	<u>Description</u>
Revenue Sharing	(40,000.00)	Lower than anticipated revenue
Wage Reimbursements	(40,000.00)	Less DPW staff and equipment usage than anticipated
Sewer Fund Transfer CPO	(10,000.00)	Sewer Fund operating expense issue
Michigan Infrastructure Grant	(750,000.00)	Revenue to be received in fiscal year 24-45
APRA - Grand Traverse County	(937,500.00)	Revenue to be received in fiscal year 24-45
Property Taxes	34,000.00	Higher than anticipated property taxes
Total Revenue	<u>(1,743,500.00)</u>	
<u>Expenditures</u>		
Village Council		
Contractual Services	3,500.00	Professional Services, Education, and Training
Village Manager		
Salaries and benefits and professional development	2,000.00	Wage increase and additional professional development
Attorney and Audit		
Fees	15,000.00	Higher than budgeted audit fee. Attorney fees for Whispering Pines Park
Village Clerk		
Professional Services and Professional Development	12,000.00	Unexpected costs due to hiring of new clerk and salary increase, Sage issues
Village Treasurer		
Salaries	12,000.00	Salary increase
Street Lights		
Repairs/Maintenance	(10,000.00)	No repairs/maintenance necessary
Planning & Zoning		
Master Plan	(15,000.00)	2024-25 fiscal year expense
Parks & Recreation		
Brownson Memorial Park	96,000.00	Engineering fees, art sculpture.
MIG Due to Water		
Lead Service Project	(750,000.00)	Revenue to be received next fiscal year. Therefore, transfer not necessary
ARPA Due to Water		
Lead Service Project	(937,500.00)	Revenue to be received next fiscal year. Therefore, transfer not necessary
Total Expenditures	<u>(1,572,000.00)</u>	
Net Change to Budgeted General Fund Balance	<u><u>(171,500.00)</u></u>	

MAJOR STREETS FUND

<u>Revenue</u>	<u>Amount Inc/(Dec)</u>	<u>Description</u>
State Highway Funds - ACT 51	54,000.00	Higher than anticipated revenue
Winter Maintenance - ACT 51	(9,000.00)	Lower than anticipated revenue
Total Revenue	<u>45,000.00</u>	

Expenditures

S. Brownson Avenue

Construction Services 307,000.00 Construction Phase Services (Wade Trim) & MDOT Local Share (Construction Cost)

Striping

Contractual Services 9,000.00 S. Brownson Avenue temporary striping and 113/Brownson intersection

Winter Maintenance

Materials (9,000.00) Cost Savings

Equipment (10,000.00) Cost Savings

Total Expenditures 297,000.00

Net Change to Budgeted Major Streets Fund Balance (252,000.00)

LOCAL STREETS FUND

Revenue

State Highway Funds - ACT 51 (2,000.00) Lower than anticipated revenue

Winter Maintenance - ACT 51 (3,000.00) Lower than anticipated revenue

Total Revenue (5,000.00)

Expenditures

Wages

6,000.00 Higher than anticipated

Equipment

Contractual Services 7,500.00 Higher than anticipated equipment usage

Winter Maintenance

Materials (5,000.00) Cost Savings

Total Expenditures 8,500.00

Net Change to Budgeted Local Streets Fund Balance (13,500.00)

EQUIPMENT FUND

Revenue

Rentals and other (28,000.00) Lower than anticipated equipment usage

Total Revenue (28,000.00)

Expenditures

Wages

(2,000.00) Less than anticipated

Supplies

Contractual Services (5,000.00) Less supplies and gas than anticipated

Maintenance

(5,000.00) Cost savings on maintenance/repair

Equipment Purchase

Pickup Truck 40,000.00

Total Expenditures 28,000.00

Net Change to Budgeted Equipment Fund Balance (56,000.00)

WATER FUNDRevenue

Tap In Fee

Amount Inc/(Dec) Description

5,000.00 Higher than anticipated hookups

Monthly Water Bills

15,000.00 Higher than anticipated revenues

Michigan Infrastructure Grant

Lead and Copper

(750,000.00) Cost savings on maintenance/repair

GTC ARPA

Lead and Copper

(937,500.00)

Total Revenue

(1,667,500.00)Expenditures

Services

Wade Trim

55,000.00 Lead Service Replacement & 4-inch watermain

Lead Service Project

Construction

(942,500.00) Less supplies and gas than anticipated

Total Expenditures

(887,500.00)

Net Change to Budgeted Water Fund Balance

(780,000.00)**SEWER FUND**Revenue

Capital Improvement

ARPA Transfer

Amount Inc/(Dec) Description

(85,000.00) Error - miscalculated number of ARPA payments received

Total Revenue

(85,000.00)Expenditures

Professional Services

Operation Services

18,000.00 Operations Services and other repairs throughout the year

Capital Projects

Lift Station Repairs

110,000.00 Lift Station Repairs

Sludge Drying Beds

210,000.00 Anticipated project, left out of budget projection

Transfers

CPO

(10,000.00) Unable to make transfer due to operating in deficit

Capital Improvement

(24,000.00) Unable to make transfer due to operating in deficit

RRI

(21,000.00) Unable to make transfer due to operating in deficit

Total Expenditures

283,000.00

Net Change to Budgeted Sewer Fund Balance

(368,000.00)

Village of Kingsley
Grand Traverse County
Michigan 49649
Resolution 09-2024

2023-2024 YEAR END BUDGET APPROPRIATIONS

WHEREAS, the Village of Kingsley adopted the original Fiscal Year 2023-24 budget; and

WHEREAS, statutory budgeting and accounting requirements require that the budget be amended prior to year-end for changes to revenues and expenditures that were unknown at time of original adoption; and

WHEREAS, the Village Manager has recommended certain amendments to the Village’s Funds;

NOW, THEREFORE, BE IT RESOLVED, by the Village of Kingsley Council as follows:

The Village of Kingsley Council amends the FY 2023-24 Budget appropriation levels pursuant to the recommendations of the Village Manager, as provided in the attached sheets, which are made a part of this Resolution.

Adopted the 27 day of February, 2024, by the Village Council of the Village of Kingsley by the following vote:

Motion made by _____, seconded by _____

AYES:

NAYS:

ABSENT:

Christina Forro, Village Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF GRAND TRAVERSE)

I, the undersigned, the duly qualified and acting Clerk of the Village of Kingsley, Michigan, do hereby certify that the foregoing is a true and complete and compared copy of a resolution adopted by the Village Council at a regular meeting of said Board held on the 27 day of

February, 2024, the original of which resolution is a part of the proceedings of said meeting and is on file in my office. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, being Act 267 of the Public Acts of Michigan of 1976, as amended, including in the case of a special or rescheduled meeting notice by publication or posting at least eighteen hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 27 day of February, 2024.

Christina Forro, Clerk
Village of Kingsley



207 S. Brownson Ave. P.O. Box 208 Kingsley, MI 49649

TO: Village Council
COPY:
FROM: Kaitlyn Aldrich, Village Manager
DATE: February 22, 2024
Subject: Public Hearing and Consideration of Adopting the FY 2024-25 Budget

The City Manager's Proposed FY 2024-25 Budget was presented to the Village Council on Tuesday, February 13, 2024. Subsequent changes were made after a study session was held on the same day. A public hearing was held on February 27, 2024. The annual budget provides the authority to appropriate the funds for the operations of the Village of Kingsley from March 1, 2024, through February 28, 2025.

You will notice a number of changes since the study session held on February 13th. They are summarized below. Further discussion will be necessary on the 27th due to a more accurate projection of the proposed 2024/25 budget.

GENERAL FUND

Revenues

- Tax Revenue increased per State of Michigan and new builds
- Sales Tax Revenue Sharing was confirmed to have decreased
- Wage Reimbursements increased due to salary increases
- Sewer CPO contribution was removed, Water contribution remains. I recommend we phase this out overtime due to ongoing projects

Expenditures

- Village Council
 - Professional Services went up per Village President request
- Village Manager
 - Retirement benefit has never been budgeted
- Audit
 - Reduced audit price
- Village Clerk
 - Retirement benefit has never been budgeted
- Village Treasurer

- Retirement benefit has never been budgeted
- Buildings & Grounds
 - Slight increase for irrigation
- DPW
 - Retirement benefit has never been budgeted
- Street Lights
 - Decrease for street light repairs due to budget limitations
- Planning & Zoning
 - Addition of a zoning/planning administrator
- Miscellaneous Government
 - Reduced due to budget restrictions

**The General Fund is operating in a deficit in 2024-25 due to ongoing projects and one-time expenses. It is not operating in a deficit because of daily operating expenses.

WATER FUND

Revenues

- Bank account balances changed due to bills paid
- Annual water usage expected to rise due to new customers, thus higher revenue

Expenditures

- Water is projected to pay for more of BS&A than expected

SEWER FUND

Expenditures

- Removed Sewer Cleaner Repair due to RRI balance after Lift Station repairs
- Reduced equipment rental budget by \$5,000
- Reduced administrative budget by \$5,000

**The Sewer Fund is still operating in a \$26,100 operating expense deficit. We will pursue further rate discussions with Mike Engels this spring. Sewer will be unable to contribute to RRI or its Capital Improvement account this fiscal year.

MAJOR STREET FUND

Expenditures

- Sealcoating and Irrigation Repairs
- Increase BS&A cost share

LOCAL STREET FUND

Expenditures

- Added Sealcoating cost
- Reduced BS&A cost share

EQUIPMENT FUND

Expenditures

- Reduced Capital Improvement Transfer to keep excess revenues over expenditures

RECOMMENDATION

Approve Resolution #10-2024, including Exhibit A, to adopt the Village's budget for FY 2024-45.

Village of Kingsley
General Fund Budget Projections
Fiscal Ending February 25, 2025

GENERAL FUND	2022-2023	2023-2024	2023-2024	2023-2024	2024-2025
REVENUES	Actual	Adopted	Budget Amendments	Final Amended	Requested Budget
Taxes	\$ 305,804	\$ 361,846	\$ 41,900	\$ 403,746	\$ 430,184
Licenses & Permits	\$ 13,488	\$ 1,500	\$ (100)	\$ 1,400	\$ 1,700
State Grants	\$ 220,164	\$ 965,000	\$ (788,000)	\$ 177,000	\$ 1,199,925
Contributions From Local Units	\$ 25,000	\$ 937,500	\$ (937,500)	\$ -	\$ -
Charges For Services	\$ 37,162	\$ 8,500	\$ (1,378)	\$ 7,122	\$ 7,000
Interest and Rents	\$ 21,681	\$ 23,500	\$ (2,855)	\$ 20,645	\$ 20,800
Gain (Loss) on Investments					
Other Revenue	\$ 56,640	\$ 6,000	\$ 4,195	\$ 10,195	\$ 6,000
Transfers In	\$ 18,000	\$ 269,000	\$ (50,000)	\$ 219,000	\$ 409,000
TOTAL REVENUES	\$ 697,939	\$ 2,572,846	\$ (1,733,738)	\$ 839,108	\$ 2,074,609
Trailer Fees Due To GT County	5,130.00	\$ 5,130	\$ -	\$ 5,130	\$ 5,130
Current Property Taxes	303,361.01	\$ 330,000	\$ 34,000	\$ 364,000	\$ 390,000
Delinquent Property Taxes	20,000.00	\$ 16,000	\$ 7,000	\$ 23,000	\$ 24,000
Unpaid W/S to Taxes	1,000.00	\$ 1,000	\$ 900	\$ 1,900	\$ 1,400
Current Tax Pilot-Kingsley Arms	1,380.73	\$ 8,654	\$ -	\$ 8,654	\$ 8,654
Trailer Collection Fees	1,062.00	\$ 1,062	\$ -	\$ 1,062	\$ 1,000
Contracted Service-CCS		\$ 8,000	\$ (8,000)	\$ -	\$ -
Land Use Permits/Zoning	1,000.00	\$ 1,000	\$ 200	\$ 1,200	\$ 1,200
Local Community Stabilization-PPT	5,000.00	\$ 5,000	\$ 2,000	\$ 7,000	\$ 7,000
Sales Tax-Revenue Sharing	170,000.00	\$ 210,000	\$ (40,000)	\$ 170,000	\$ 172,000
Credit Card Service Charge					\$ 7,000
Charges For Services	500.00	\$ 500	\$ 6,622	\$ 7,122	\$ -
Interest	500.00	\$ 2,000	\$ (580)	\$ 1,420	\$ 1,200
Franchise Fees	12,500.00	\$ 12,500	\$ (1,375)	\$ 11,125	\$ 11,500
Capital Improvement-TADL	6,000.00	\$ 6,000	\$ -	\$ 6,000	\$ 6,000
Royalty/Dividend	1,500.00	\$ 3,000	\$ (900)	\$ 2,100	\$ 2,100
Admin Fee-Water/Sewer	24,000.00	\$ 24,000	\$ -	\$ 24,000	\$ 24,000
Reimbursements	2,500.00	\$ 3,000	\$ 7,000	\$ 10,000	\$ 3,000
Wage Reimbursements	210,000.00	\$ 225,000	\$ (40,000)	\$ 185,000	\$ 225,000
Refunds/Rebates		\$ 2,000	\$ (1,900)	\$ 100	\$ 2,000
Miscellaneous	\$ 1,000	\$ 1,000	\$ (905)	\$ 95	\$ 1,000
Transfer In Sewer-CPO	\$ 9,000	\$ 10,000	\$ (10,000)		\$ -
Transfer In Water-CPO	\$ 9,000	\$ 10,000	\$ -	\$ 10,000	\$ 10,000
Transfer In Equipment		\$ -	\$ -		
Transfer in from Local Units	\$ 1,000				

Village of Kingsley
General Fund Budget Projections
Fiscal Ending February 25, 2025

Food Truck Permits		\$ 500	\$ (300)	\$ 200	\$ 500
MEDC Technical Assistance Grant			\$ -		\$ 20,925
CDBG Grant			\$ -		\$ 1,000,000
ARPA Sludge Drying Beds	\$ 85,043		\$ -		
Transfer in from Oil & Gas			\$ -		\$ 150,000
Rotary Charities - Brownson Park	\$ 50,000				
Michigan Infrastructure Grant		\$ 750,000	\$ (750,000)		
ARPA Grand Traverse County		\$ 937,500	\$ (937,500)		
TOTAL REVENUES	\$ 697,939	\$ 2,572,846	\$ (1,733,738)	\$ 839,108	\$ 2,074,609
EXPENDITURES	2022-2023	2023-2024	2023-2024	2023-2024	2024-2025
	Actual	Adopted	Budget Amendments	Final Amended Budget 2/28/24	Requested Budget
VILLAGE COUNCIL					
Salaries and Meeting Pay	\$ 17,181	\$ 15,700	\$ 200	\$ 15,900	\$ 16,000
Supplies/Discretionary		\$ 1,500	\$ -	\$ 1,500	\$ 1,500
Professional Services			\$ 1,200	\$ 1,200	\$ 4,000
Education/Training/Dues			\$ 2,000	\$ 2,000	\$ 2,000
Total Village Council	\$ 17,181	\$ 17,200	\$ 3,400	\$ 20,600	\$ 23,500
VILLAGE MANAGER					
Salaries		\$ 68,000	\$ 4,000	\$ 72,000	\$ 74,000
Retirement				\$ 2,800	\$ 7,500
Travel		\$ 3,000	\$ (100)	\$ 2,900	\$ 2,500
Supplies		\$ 5,000	\$ (3,750)	\$ 1,250	\$ 1,500
Dues		\$ 500	\$ (100)	\$ 400	\$ 1,000
Professional Development		\$ 500	\$ 1,650	\$ 2,150	\$ 2,500
Total Village Manager	\$ 37,071	\$ 77,000	\$ 1,700	\$ 81,500	\$ 89,000
ATTORNEY & AUDIT					
Audit		\$ 6,000	\$ 10,600	\$ 16,600	\$ 18,000
Legal Service		\$ 4,000	\$ 4,000	\$ 8,000	\$ 4,000
Total Attorney & Audit	\$ 7,390	\$ 10,000	\$ 15,000	\$ 25,000	\$ 22,000
VILLAGE CLERK					
Salaries		\$ 20,000	\$ 1,000	\$ 21,000	\$ 27,000
Retirement			\$ 750	\$ 750	\$ 2,700
Supplies		\$ 3,000	\$ (2,000)	\$ 1,000	\$ 1,200

Village of Kingsley
General Fund Budget Projections
Fiscal Ending February 25, 2025

Dues		\$ 300	\$ 200	\$ 500	\$ 600
Professional Development		\$ 2,000	\$ 3,000	\$ 5,000	\$ 4,000
Professional Services			\$ 8,500	\$ 8,500	
Total Village Clerk	\$ 12,815	\$ 25,300	\$ 11,450	\$ 36,750	\$ 35,500
WEBSITE					
	\$ -	\$ 5,000	\$ 500	\$ 5,500	\$ 1,850
VILLAGE TREASURER					
Salaries	\$ 15,080	\$ 46,000	\$ 10,000	\$ 56,000	\$ 56,000
Retirement					\$ 5,600
Supplies		\$ 1,000	\$ (200)	\$ 800	\$ 1,000
Dues		\$ 100	\$ -	\$ 100	\$ 500
Miscellaneous		\$ -	\$ 1,750	\$ 1,750	
Professional Development			\$ -		\$ 1,000
Total Village Treasurer	\$ 15,080	\$ 47,100	\$ 11,550	\$ 58,650	\$ 64,100
COMMUNITY POLICE OFFICER (CPO)					
Police	\$ 30,678		\$ 1,000	\$ 33,000	\$ 32,000
Other General Government		\$ 12,000			
Transfer from Water/Sewer		\$ 20,000			
Total CPO	\$ 30,678	\$ 32,000	\$ 1,000	\$ 33,000	\$ 32,000
BUILDINGS & GROUNDS					
Office Fund		\$ 1,000	\$ -	\$ 1,000	\$ 1,000
Outside Décor		\$ 1,000	\$ -	\$ 1,000	\$ 1,000
Supplies		\$ 10,500	\$ -	\$ 10,500	\$ 10,500
Grounds		\$ 5,000	\$ -	\$ 5,000	\$ 10,000
Services		\$ 15,000	\$ -	\$ 15,000	\$ 15,000
Utilities		\$ 20,000	\$ 100	\$ 20,100	\$ 20,000
Repairs		\$ 5,000	\$ (2,000)	\$ 3,000	\$ 5,000
Equipment Rental		\$ 20,000	\$ (1,000)	\$ 19,000	\$ 20,000
Dues		\$ 2,500	\$ (2,500)	\$ -	\$ 2,500
Building Maintenance		\$ 5,000	\$ -	\$ 5,000	\$ 5,000
Landscaping Staff			\$ -		\$ 4,500
Landscaping Materials			\$ -		\$ 4,000
Total Buildings & Grounds	\$ 74,092.00	\$ 85,000	\$ (5,400)	\$ 79,600	\$ 98,500
DEPARTMENT OF PUBLIC WORKS					
Salaries	\$ 124,638	\$ 190,000	\$ -	\$ 190,000	\$ 190,000

Village of Kingsley
General Fund Budget Projections
Fiscal Ending February 25, 2025

Retirement Benefits				\$	17,000	\$	15,000
Supplies/Services		\$	3,000	\$	(1,350)	\$	1,650
Duty/Allowance		\$	2,370	\$	(1,070)	\$	1,300
Dues		\$	630	\$	(555)	\$	75
Professional Development				\$	-		\$
Total Department of Public Works	\$	124,638	\$	196,000	\$	(2,975)	\$
HYDRANT RENTAL							
Total Hydrant Rental	\$	58,572	\$	58,572	\$	-	\$
STREET LIGHTS							
Street Lights	\$	25,602	\$	20,000	\$	(1,000)	\$
Repairs/Maintenance			\$	10,000	\$	(10,000)	\$
Total Street Lights	\$	25,602	\$	30,000	\$	(11,000)	\$
PLANNING & ZONING							
Salaries	\$	14,871	\$	28,000	\$	(3,130)	\$
Consultant							\$
ZBA				\$	300	\$	300
Supplies/Printing			\$	-	\$	2,260	\$
Master Plan			\$	15,000	\$	(15,000)	\$
RRC Technical Assistance Consultant					\$	-	\$
Total Planning & Zoning	\$	14,871	\$	43,000	\$	(15,570)	\$
PARKS & RECREATION							
Supplies/Printing	\$	62,987	\$	1,000	\$	20	\$
Utilities/Repairs & Maintenance			\$	-	\$	-	\$
Master Plan					\$	-	\$
Brownson Memorial Park Reconstruction					\$	95,000	\$
Total Parks & Recreation	\$	62,987	\$	1,000	\$	95,020	\$
Due to Civic Center South	\$	-	\$	10,000	\$	-	\$
					\$	-	
Due to Water-Splash Pad	\$	-	\$	7,500	\$	-	\$
					\$	-	
MIG due to Water	\$	750,000	\$	(750,000)	\$	-	\$
					\$	-	
ARPA due to Water	\$	937,500	\$	(937,500)	\$	-	\$

Village of Kingsley
General Fund Budget Projections
Fiscal Ending February 25, 2025

PAYROLL EXPENSE						
Social Security		\$	23,000	\$	-	\$ 23,000 \$ 24,000
Medicare		\$	8,000	\$	(1,000)	\$ 7,000 \$ 7,000
Health/Dental/Vision		\$	49,000	\$	-	\$ 49,000 \$ 55,000
Total Payroll Expense		\$	80,000	\$	(1,000)	\$ 79,000 \$ 86,000
INSURANCE						
Life Insurance		\$	1,000	\$	-	\$ 1,000 \$ 450
Short-Term Disability				\$	-	\$ 1,950
Worker's Comp		\$	2,000	\$	-	\$ 2,000 \$ 2,000
Liability		\$	12,000	\$	-	\$ 12,000 \$ -
Total Insurance	\$	-	\$ 15,000	\$	-	\$ 15,000 \$ 4,400
BANK FEES						
Credit Card Service Fee-W/S Billings		\$	8,000	\$	(500)	\$ 7,500 \$ 8,000
Bank Fees/NSF		\$	500	\$	-	\$ 500 \$ 500
Total Bank Fees	\$	-	\$ 8,500	\$	(500)	\$ 8,000 \$ 8,500
PAYMENTS						
Pilot Tax-Kingsley Arms	\$	7,000	\$ 7,000	\$	-	\$ 7,000 \$ 8,654
Downtown Development Authority-TIF	\$	39,000	\$ 42,000	\$	8,684	\$ 50,684 \$ 53,550
GT County Trailer Taxes	\$	5,130	\$ 5,130	\$	-	\$ 5,130 \$ 5,200
Total Payments	\$	-	\$ 54,130	\$	8,684	\$ 62,814 \$ 67,404
TRANSFERS OUT						
Library/Office Bond & Interest		\$	36,000	\$	-	\$ 36,000 \$ 36,000
Transfer to Sewer-Delinquent W/S		\$	1,000			\$ 1,000 \$ 1,400
Transfers Total	\$	-	\$ 37,000			\$ 37,000 \$ 37,000
Miscellaneous General Government						
Road Capital Improvement Account		\$	10,000	\$	(10,000)	\$ - \$ -
Community Welfare		\$	1,000	\$	(1,000)	\$ - \$ -
Health & Welfare		\$	1,000	\$	(1,000)	\$ - \$ -
Contingency		\$	1,000	\$	(1,000)	\$ -
Equipment Transfer Revenue		\$	-	\$	-	
BS&A				\$	-	\$ 5,000
Miscellaneous General Government	\$	60,054	\$ 13,000	\$	(13,000)	\$ - \$ 5,000

Village of Kingsley
 General Fund Budget Projections
 Fiscal Ending February 25, 2025

TOTAL EXPENDITURES	\$	482,459	\$	2,539,802	\$	(1,588,641)	\$	970,961	\$	2,224,454
Transfers In	\$	18,000								
Transfers Out	\$	(38,549)								
Other Financing Sources (Uses)	\$	(20,549)								
Excess (Deficiency) of Revenues over Expenditures	\$	174,382	\$	33,044	\$	(145,097)	\$	(131,853)	\$	(149,845)
Total Beginning Fund Balance	\$	391,573	\$	568,504	\$	568,504	\$	436,651	\$	436,651
Total Ending Fund Balance	\$	568,504	\$	601,548	\$	436,651	\$	286,806	\$	286,806

Water Fund

ACCOUNT BALANCES	2023-2024		2024-2025	
Op & Maint Checking	\$	60,000		\$ 145,000
Receiving	\$	165,000		
Project (2014 USDA Water Project) unrestricted	\$	11,520		\$ 11,550
Water Tower	\$	222,753		\$ 250,120
2015 Bond and Interest	\$	12,275		\$ 12,590
Capital Improvement	\$	909,000		\$ 160,000
2015 Bond Reserve	\$	24,324		\$ 24,427
RRI	\$	123,732		\$ 123,800
Total Account Balances	\$	1,544,086		\$ 727,487

Water Fund	2023-2024		2023-2024		2024-2025	
	Adopted	Over/Under	Projected		Requested Budget	
REVENUES						
Tap In Fee	\$	1,750	\$ 5,250	\$ 7,000	\$	3,500
Annual Water Usage	\$	245,000	\$ 15,000	\$ 260,000	\$	270,000
Interest	\$	2,000	\$ 1,000	\$ 3,000	\$	2,000
Tower Rental	\$	32,000	\$ -	\$ 32,000	\$	32,000
Hydrant Rental	\$	58,752	\$ -	\$ 58,752	\$	60,000
Other Income	\$	500	\$ (500)		\$	500
Michigan Infrastructure Grant	\$	750,000	\$ (750,000)	\$ -	\$	750,000
GTC ARPA	\$	937,500	\$ (937,500)	\$ -	\$	937,500
Total Revenues		2,027,502.00	(1,666,750.00)	360,752.00	\$	2,055,500

Water Fund	2023-2024		2023-2024		2024-2025	
	Adopted	Over/Under	Projected		Requested Budget	
EXPENDITURES						
Services		\$	55,000.00	\$ 55,000.00	\$	242,000.00
Wages	\$	100,000.00	\$ (10,000.00)	\$ 90,000.00	\$	100,000.00
Supplies	\$	20,000.00	\$ -	\$ 20,000.00	\$	20,000.00
Water Testing	\$	15,000.00	\$ (1,500.00)	\$ 13,500.00	\$	15,000.00
Electric	\$	25,000.00	\$ (1,000.00)	\$ 24,000.00	\$	25,000.00
Repairs/Maintenance	\$	5,000.00	\$ (1,500.00)	\$ 3,500.00	\$	20,000.00
Equipment Rental (transfer to equip)	\$	20,000.00	\$ (12,000.00)	\$ 8,000.00	\$	20,000.00
Administrative	\$	35,000.00	\$ -	\$ 35,000.00	\$	35,000.00
BS&A					\$	12,500.00
Total Expenditures	\$	220,000.00	\$ 29,000.00	\$ 249,000.00	\$	489,500.00

Water Fund	2023-2024		2024-2025	
	Adopted	Over/Under	Projected	Requested Budget

TRANSFERS						
Transfer to General - CPO	\$	10,000	\$	-	\$ 10,000	\$ 10,000
Capital Improvement Transfer	\$	24,000	\$	-	\$ 24,000	\$ 24,000
RRI Transfer	\$	13,800	\$	-	\$ 13,800	\$ 13,800
Bond and Interest Transfer	\$	72,000	\$	-	\$ 72,000	\$ 72,000
Bond Reserve Transfer	\$	3,000	\$	-	\$ 3,000	\$ 3,000
Principal Payment on Bond	\$	19,000	\$	-	\$ 19,000	\$ 19,000
Interest Payment on Bond	\$	10,100	\$	-	\$ 10,100	\$ 10,100
Total Transfers	\$	151,900	\$	-	\$ 151,900	\$ 151,900

	2023-2024	2023-2024	2023-2024	2024-2025
	Adopted	Budget Amendments	Final Amended Budget 2/28/24	Requested Budget
CAPITAL PROJECTS				
Water PLC Upgrade				\$ 30,000.00
4-inch Watermain Replacement				\$ 900,000.00
Lead Service	\$ 1,687,500.00	\$ (942,500.00)	\$ 745,000.00	\$ 550,000.00
Total Capital Projects	\$ 1,687,500.00	\$ (942,500.00)	\$ 745,000.00	\$ 1,480,000.00

RESTRICTED ACCOUNTS						
RRI/Project	\$	135,252.00	\$	135,252.00	\$ 135,252.00	\$ 135,252.00
Bond and Reserve	\$	36,598.84	\$	36,598.84	\$ 24,400.00	\$ 24,500.00
TOTAL EXPENDITURES	\$	2,059,400	\$	(913,500)	\$ 1,145,900	\$ 2,121,400
Excess (Deficiency) of Revenues over Expenditures	\$	(31,898)	\$	(753,250)	\$ (785,148)	\$ (65,900)
Restricted	\$	171,851				
Total Beginning Fund Balance	\$	1,544,086		\$ 1,512,188	\$ 727,040	
Total Ending Fund Balance	\$	1,512,188		\$ 727,040	\$ 661,140	

Village of Kingsley
Major Street Fund Budget Projections
Fiscal Ending February 25, 2025

MAJOR STREET FUND	2022-2023	ACTUAL	2023-2024	2023-2024	2023-2024	2024-2025
	PREVIOUS	22-23	Adopted	Budget Amendments	Final Amended Budget 2/28/24	Requested Budget
REVENUES						
Road Millage	\$ 15,000	\$ 29,842	\$ 30,000	\$ 1,224	\$ 31,224	\$ 31,000
State Highway Funds-ACT 51	\$ 140,000	\$ 123,000	\$ 125,000	\$ 53,971	\$ 178,971	\$ 175,000
Winter Maintenance-ACT 51	\$ 15,000	\$ 20,252	\$ 20,000	\$ (9,200)	\$ 10,800	\$ 11,000
Interest	\$ 500	\$ 610	\$ 1,000	\$ (430)	\$ 570	\$ 500
				\$ -		
TOTAL REVENUES	\$ 170,500	\$ 173,704	\$ 176,000	\$ 45,565	\$ 221,565	\$ 217,500
MAJOR STREET FUND						
	2022-2023	ACTUAL	2023-2024	2023-2024	2023-2024	2024-2025
	PREVIOUS	22-23	Adopted	Budget Amendments	Final Amended Budget 2/28/24	Requested Budget
EXPENDITURES						
Routine Maintenance		\$ 1,962	\$ 5,000	\$ (2,000)	\$ 3,000	\$ 5,000
Wages		\$ 18,505	\$ 25,000	\$ (3,000)	\$ 22,000	\$ 25,000
Equipment		\$ 11,177	\$ 15,000	\$ (50)	\$ 14,950	\$ 15,000
S. Brownson Ave. Design & Construction Svcs				\$ 70,000	\$ 70,000	\$ -
S. Brownson Ave. Construction				\$ 236,800	\$ 236,800	\$ -
Striping				\$ 9,200	\$ 9,200	\$ 5,000
Sign Improvements						\$ 20,000
2024 Sealcoating						\$ 10,000
S. Brownson Ave. Irrigation Repairs						\$ 15,000
Total Expenditures	\$ 40,000	\$ 31,645	\$ 45,000	\$ 310,950	\$ 355,950	\$ 95,000
WINTER MAINTENANCE						
Wages		\$ 12,500	\$ 15,000	\$ -	\$ 15,000	\$ 15,000
Materials		\$ 5,000	\$ 10,000	\$ (9,900)	\$ 100	\$ 10,000
Equipment		\$ 14,000	\$ 20,000	\$ (10,000)	\$ 10,000	\$ 20,000
Total Winter Maintenance	\$ 60,000	\$ 31,500	\$ 45,000	\$ (19,900)	\$ 25,100	\$ 45,000
ADMINISTRATION						
Traffic-Railroads/Speed Sign		\$ 4,978	\$ 5,000	\$ (1,000)	\$ 4,000	\$ 5,000
Street Administrator	\$ 105	\$ 105	\$ 105	\$ (105)		\$ 105
Audit/Insurance	\$ 3,000	\$ 2,376	\$ 3,000	\$ (950)	\$ 2,050	\$ 3,000
BS&A						\$ 10,000
Total Administration	\$ 3,105	\$ 7,459	\$ 8,105	\$ (2,055)	\$ 6,050	\$ 18,105
Transfer to Local-Millage		\$ 14,921			\$ 15,612	\$ 15,612
TOTAL EXPENDITURES	\$ 103,105	\$ 85,525	\$ 98,105	\$ 288,995	\$ 402,712	\$ 173,717
Excess (Deficiency) of Revenues	\$ 67,395	\$ 88,179	\$ 77,895	\$ (243,430)	\$ (181,147)	\$ 43,783
Total Beginning Fund Balance		\$ 391,573	\$ 440,000		\$ 440,000	\$ 302,636
Total Ending Fund Balance		\$ 466,300	\$ 517,895		\$ 258,853	\$ 346,419

Village of Kingsley
Local Street Fund Budget Projections
Fiscal Ending February 25, 2025

LOCAL STREET FUND	2022-2023	ACTUAL	2023-2024	2023-2024	2023-2024	2024-2025
	PREVIOUS	2022-2023	Adopted	Budget Amendments	Final Amended Budget 2/28/24	Requested Budget
REVENUES						
Road Millage	\$ 15,000	\$ 14,921	\$ 15,000	\$ 612	\$ 15,612	\$ 15,000
State Highway Funds-ACT 51	\$ 60,000	\$ 60,000	\$ 65,000	\$ (1,948)	\$ 63,052	\$ 63,000
State Highway Metro Funds	\$ 7,000	\$ 6,254	\$ 7,000	\$ 202	\$ 7,202	\$ 7,000
Winter Maintenance-ACT 51	\$ 17,000	\$ 16,735	\$ 17,000	\$ (2,783)	\$ 14,217	\$ 14,000
Interest	\$ 100	\$ 200	\$ 500	\$ (253)	\$ 247	\$ 200
TOTAL REVENUES	\$ 99,100	\$ 98,111	\$ 104,500	\$ (4,170)	\$ 100,330	\$ 99,200
EXPENDITURES						
Routine Maintenance		\$ 1,297	\$ 5,000	\$ (2,500)	\$ 2,500	\$ 5,000
Wages		\$ 14,940	\$ 16,000	\$ 6,000	\$ 22,000	\$ 16,000
Equipment		\$ 7,239	\$ 8,000	\$ 7,100	\$ 15,100	\$ 15,000
2024 Sealcoating						\$ 10,000
Total Expenditures	\$ 30,000	\$ 23,477	\$ 29,000	\$ 10,600	\$ 39,600	\$ 46,000
WINTER MAINTENANCE						
Wages		\$ 13,200	\$ 15,000	\$ -	\$ 15,000	\$ 15,000
Materials		\$ 5,000	\$ 10,000	\$ (5,000)	\$ 5,000	\$ 10,000
Equipment		\$ 17,400	\$ 20,000	\$ -	\$ 20,000	\$ 20,000
Total Winter Maintenance	\$ 65,000	\$ 35,600	\$ 45,000	\$ (5,000)	\$ 40,000	\$ 45,000
ADMINISTRATION						
Street Administrator	45	45	45	-	45	45
Audit/Insurance	3,000	2,376	3,000	1,534	4,534	3,000
BS&A						2,500
Total Administration	3,045	2,421	3,045	1,534	4,579	5,545
TOTAL EXPENDITURES	\$ 98,045	\$ 61,497	\$ 81,134	\$ 7,134	\$ 84,179	\$ 96,545
Excess (Deficiency) of Revenues	\$ 1,055	\$ 36,613	\$ 23,366	\$ (11,304)	\$ 16,151	\$ 2,655
Total Beginning Fund Balance	\$ 103,000	\$ 104,055	\$ 141,862		\$ 141,862	\$ 158,013
Total Ending Fund Balance	\$ 104,055	\$ 140,668	\$ 165,228		\$ 158,013	\$ 160,668

Sewer Fund

ACCOUNT BALANCES	2023/24 Projection	2023/24 Actual	2024/25 Projection	
Op & Maint Checking	\$ 15,000		\$	5,000
RRI	\$ 259,338		\$	96,338
Capital Improvement	\$ 273,000	\$ 188,000	\$	18,000
Reserve A	\$ 38,323		\$	38,000
Reserve B	\$ 46,171		\$	46,000
Bond and Interest A	\$ 48,750		\$	48,457
Bond and Interest B	\$ 24,985		\$	20,140
Receiving	\$ 25,000		\$	5,000
Total Account Balances	\$ 730,567	\$ 645,567	\$ -	\$ 276,935

Sewer Fund	2023-2024	2023-2024	2023-2024	2024-2025
	Adopted	Budget Amendments	Final Amended Budget 2/28/24	Requested Budget
REVENUES				
Sewer Billings	\$ 318,000	\$ (4,000)	\$ 314,000	\$ 395,000
Interest	\$ 1,000	\$ (70)	\$ 930	\$ 1,000
Hook Up Fees	\$ 1,750	\$ 5,050	\$ 6,800	\$ 5,000
Other Income		\$ 20	\$ 20	
Total Revenues	\$ 320,750	\$ 1,000	\$ 321,750	\$ 401,000

Sewer Fund	2023-2024	2023-2024	2023-2024	2024-2025
	Adopted	Budget Amendments	Final Amended Budget 2/28/24	Requested Budget
EXPENDITURES				
Administrative	\$ 35,000.00	\$ (5,000)	\$ 30,000.00	\$ 35,000.00
Services	\$ 120,000.00	\$ 18,000	\$ 138,000.00	\$ 125,000.00
Utilites	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00
Repairs/Maintenance	\$ 10,000.00	\$ 4,600	\$ 14,600.00	\$ 15,000.00
Wages	\$ 45,000.00	\$ (15,000)	\$ 30,000.00	\$ 40,000.00
Equipment Rental	\$ 6,000.00	\$ (800)	\$ 5,200.00	\$ 6,000.00

Sewer Cleaner Repair (RRI)		\$	-		\$	-
Supplies		\$	-		\$	1,500.00
Total Expenditures	\$	266,000.00	\$	1,800.00	\$	267,800.00
					\$	272,500.00

	2023-2024	2023-2024	2023-2024	2024-2025
	Adopted	Budget Amendments	Final Amended Budget 2/28/24	Requested Budget
CAPITAL PROJECTS				
Lift Station Pump Rebuild	\$ 30,000.00	\$ -	\$ 30,000.00	
Sludge Drying Beds		\$ 210,000.00	\$ 210,000.00	
2 New Lift Station Pumps (RRI)		\$ 70,000.00	\$ 70,000.00	
Emergency Lift Station Repairs		\$ 40,000.00	\$ 40,000.00	
Total Capital Projects	\$ 30,000.00	\$ 317,000.00	\$ 347,000.00	

TRANSFERS/PAYMENTS				
Transfer to General - CPO	\$ 10,000	\$ (10,000)	\$ -	
Capital Improvement Transfer	\$ 32,000	\$ (24,100)	\$ 7,900	\$ -
RRI Transfer	\$ 21,300	\$ (21,300)	\$ -	\$ -
Bond and Interest Transfer	\$ 78,000	\$ -	\$ 78,000	\$ 78,000
Principal Payment on Bond	\$ 40,000	\$ -	\$ 40,000	\$ 40,000
Interest Payment on Bond	\$ 36,600	\$ -	\$ 36,600	\$ 36,600
Total Transfers	\$ 217,900	\$ (55,400)	\$ 162,500	\$ 154,600

RESTRICTED ACCOUNTS			
RRI/Project	\$ 277,985.60		\$ 137,985.60
Bond and Reserve	\$ 158,229.53		\$ 158,229.53

TOTAL EXPENDITURES	\$ 513,900	\$ 263,400	\$ 777,300	\$ 427,100
Excess (Deficiency) of Revenues over Expenditures	\$ (193,150)	\$ (347,400)	\$ (455,550)	\$ (26,100)
Total Beginning Fund Balance	\$ 672,762		\$ 672,762	\$ 217,212
Total Ending Fund Balance	\$ 479,612		\$ 217,212	\$ 191,112

Village of Kingsley
Equipment Fund Budget Projections
Fiscal Ending February 25 2025

EQUIPMENT FUND	2022-2023	2022-23	2023-2024	2023-2024	2023-2024	2024-2025
	PREVIOUS	Actual	Adopted Budget		Projected	Budget Request
ACCOUNT BALANCES						
Checking	85,000	40,000	40,000		24,000	30,000
Capital Improvement	37,000	27,800	27,800		29,000	29,451
	122,000	67,800	67,800	-	53,000	59,451
EQUIPMENT FUND	2022-2023	ACTUAL	2023-2024	2023-2024	2023-2024	2024-2025
	PREVIOUS		Adopted	Budget Amendments	Final Amended Budget 2/28/24	Requested Budget
REVENUES						
Other Income	300	304	500	(200)	300	300
Interest	100	150	500	(400)	100	100
Rentals	110,000	87,600	100,000	(27,000)	73,000	90,000
TOTAL REVENUES	110,400.00	88,053.63	101,000.00	(27,600.00)	73,400.00	90,400.00
EXPENDITURES						
Wages		\$ 22,800	\$ 25,000	\$ (2,000)	\$ 23,000	\$ 23,000
Administrative		\$ 7,900	\$ 9,000	\$ -	\$ 9,000	\$ 14,000
Supplies/Fuel		\$ 21,300	\$ 25,000	\$ (5,000)	\$ 20,000	\$ 25,000
Equipment/Accessories		\$ 12,489		\$ -	\$ -	\$ -
Maintenance/Repair		\$ 5,900	\$ 10,000	\$ (5,000)	\$ 5,000	\$ 10,000
Utilities		\$ 10,300	\$ 15,000	\$ (4,000)	\$ 11,000	\$ 12,000
Pickup Truck				\$ 40,000	\$ 40,000	
Trackless Deposit						
Total Expenditures	\$ 65,000	\$ 80,689	\$ 84,000	\$ 24,000	\$ 108,000	\$ 84,000
TRANSFERS/PAYMENTS						
Capital Improvement	\$ 15,000	\$ 8,700	\$ 8,700		\$ 8,700	\$ 5,000
Transfer to General		\$ 41,000	\$ -			
TOTAL EXPENDITURES	\$ 80,000	\$ 89,389	\$ 92,700	\$ 24,000	\$ 116,700	\$ 89,000
Excess (Deficiency) of Revenues	\$ 30,400	\$ (1,336)	\$ 8,300	\$ (51,600)	\$ (43,300)	\$ 1,400
Total Beginning Fund Balance			\$ 47,000		\$ 54,000	\$ 62,400
Total Ending Fund Balance			\$ 55,300		\$ 10,700	\$ 63,800

VILLAGE OF KINGSLEY 2024-2025 FY BUDGET

EXHIBIT A

GENERAL FUND

<u>Revenue</u>		Budget
Taxes	\$	430,184.00
Licenses & Permits	\$	1,700.00
State Grants	\$	1,199,925.00
Contributions from Local Units		
Charges for Services	\$	7,000.00
Interest and Rents	\$	20,800.00
Gain (loss) on Investments		
Other Revenue	\$	6,000.00
Transfers In	\$	409,000.00
Total Revenues	\$	2,074,609.00

<u>Expenditures by Fund</u>		Appropriation
Village Council	\$	23,500.00
Village Manager	\$	89,000.00
Attorney and Audit	\$	22,000.00
Village Clerk	\$	35,500.00
Website	\$	1,850.00
Village Treasurer	\$	64,100.00
CPO	\$	32,000.00
Buildings & Grounds	\$	98,500.00
Department of Public Works	\$	215,500.00
Hydrant Rental	\$	60,000.00
Street Lights	\$	25,000.00
Planning & Zoning	\$	62,700.00
Parks & Recreation	\$	1,269,000.00
Transfers Out	\$	54,500.00
Payroll Expense	\$	86,000.00
Insurance	\$	4,400.00
Bank Fees	\$	8,500.00
Payments	\$	67,404.00
Miscellaneous General Government	\$	5,000.00
Total Expenditures	\$	2,224,454.00
Net Change to General Fund Balance	\$	(149,845.00)
General Fund Ending Fund Balance	\$	286,806.00

MAJOR STREETS FUND

<u>Revenue</u>		Budget
Total Revenue		217,500.00
Total Revenue		217,500.00

<u>Expenditures</u>	Appropriation
Total Expenditures	173,717.00
Total Expenditures	173,717.00
Net Change to Major Streets Fund Balance	43,783.00
Major Streets FY Ending Fund Balance	346,419.00

LOCAL STREETS FUND

<u>Revenue</u>	Budget
Total Revenue	99,200.00
Total Revenue	99,200.00

<u>Expenditures</u>	Appropriation
Total Expenditures	96,545.00
Total Expenditures	96,545.00
Net Change to Local Streets Fund Balance	2,655.00
Local Streets FY Ending Fund Balance	160,668.00

EQUIPMENT FUND

<u>Revenue</u>	Budget
Total Revenues	90,400.00
Total Revenue	90,400.00

<u>Expenditures</u>	Appropriation
Total Expenditures	89,000.00
Total Expenditures	89,000.00
Net Change to Equipment Fund Balance	1,400.00
Equipment FY Ending Fund Balance	63,800.00

WATER FUND

<u>Revenue</u>	Budget
Total Revenues	2,055,500.00
Total Revenue	2,055,500.00

<u>Expenditures</u>	Appropriation
Total Expenditures	2,121,400.00
Total Expenditures	2,121,400.00
Net Change to Water Fund Balance	(65,900.00)
Water Fund FY Ending Fund Balance	661,140.00

SEWER FUND

Revenue

Total Revenues

Budget

401,000.00

Total Revenue

401,000.00

Expenditures

Total Expenditures

Appropriation

427,100.00

Total Expenditures

427,100.00

Net Change to Sewer Fund Balance

(26,100.00)

Sewer Fund FY Ending Fund Balance

191,112.00

Village of Kingsley

Grand Traverse County

Michigan 49649

Resolution 10-2024

2024-2025 Budget Adoption

WHEREAS, a proposed 2024-2025 Village Budget was presented to the Village Council on February 13, 2024 and,

WHEREAS, a public hearing was held at the Village Council meeting on February 27, 2024 and,

WHEREAS, the 2024-2025 Village Budget includes: General Fund, Water Fund, Sewer Fund, Equipment Fund, Major Street Fund, and Local Street Fund.

NOW, THEREFORE, BE IT RESOLVED, The Village of Kingsley Council by affirmative vote of its members, does hereby approve and adopt the 2024-2025 fiscal year budget.

Adopted the 27 day of February, 2024, by the Village Council of the Village of Kingsley by the following vote:

Motion made by _____, seconded by _____

AYES:

NAYS:

ABSENT:

Christina Forro, Village Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF GRAND TRAVERSE)

I, the undersigned, the duly qualified and acting Clerk of the Village of Kingsley, Michigan, do hereby certify that the foregoing is a true and complete and compared copy of a resolution adopted by the Village Council at a regular meeting of said Board held on the 27 day of February, 2024, the original of which resolution is a part of the proceedings of said meeting and is

on file in my office. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, being Act 267 of the Public Acts of Michigan of 1976, as amended, including in the case of a special or rescheduled meeting notice by publication or posting at least eighteen hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 27 day of February, 2024.

Christina Forro, Clerk
Village of Kingsley

VILLAGE OF KINGSLEY BALANCE SHEET

PREPARED FOR COUNCIL MEETING February 27th, 2024

ALL ACCOUNTS:

Budget

GENERAL FUND

\$ 842,302.00

GENERAL CHECKING	\$ 479,520.01
CHRISTMAS ACCT	\$ 2,784.08
GEN. CENSUS/FUND BALANCE	\$ 177,765.40
** CREDIT CARD TRANSFER ACCT	\$ 8,540.24
** ESCROW ACCOUNT	\$ 18,837.14
** FARMERS MARKET	\$ 11,510.19

TOTAL GENERAL \$698,957.06

WATER

\$ 371,900.00

RECEIVING OPER. & MAINT	\$230,050.94
** 2014 PROJECT ACCOUNT	\$11,554.30
WATER TOWER MONEY MKT.	\$250,120.95
** 2014 BOND & INTEREST	\$12,593.56
CAPITAL IMPROVEMENT	\$163,532.32
** 2014 BOND RESERVE (CD)	\$24,429.71
** REPLACE/REPAIR/IMPROVE (RRI)	\$123,837.27

TOTAL WATER \$816,119.05

SANITARY SEWER

\$ 483,900.00

OPER. & MAINT. CHECKING	\$14,993.48
RECEIVING CHECKING	\$39,751.03
** IMP/REPAIR MONEY MKT.	\$259,272.34
CAPITAL IMPROVEMENT	\$18,068.63
** 2010 BOND RESERVE A (CD)	\$38,323.43
** 2010 BOND RESERVE B (CD)	\$46,171.10
** 2010 SEWER BOND & INTEREST A	\$48,457.00
** 2010 SEWER BOND & INTEREST B	\$20,140.23

TOTAL SEWER \$485,177.24

EQUIPMENT

\$ 94,000.00

EQUIPMENT CHECKING	\$31,662.21
CAPITAL IMPROVEMENT	\$29,451.42

TOTAL EQUIPMENT \$61,113.63

MAJOR STREET

\$210,529.02 \$ 98,105.00

LOCAL STREET

\$156,261.12 \$ 77,045.00

LIBRARY/OFFICE

** L/O USRDA B&I	\$18,692.96
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OIL & GAS TRUST FUND

TOTAL OIL & GAS \$1,014,773.00

** ASSETS & PRINCIPLE	\$992,627.00
INCOME CASH	\$22,146.00

TOTAL ALL ACCOUNTS \$3,461,623.08

** **RESTRICTED FUNDS \$1,634,986.47**

TOTAL AVAILABLE FUNDS \$1,826,636.61 \$ 1,967,252.00

		Bills presented for approval and payment			
		2/27/2024			
GENERAL	Civic Center South	2024-2025 Membership	\$ 10,000.00		
	Tri-Gas	Propane DPW Building	\$ 1,082.24		
	UHY	Clerk payroll consulting	\$ 200.00		
	David Bieganowski	Zoning matters	\$ 192.50		
	Byte Productions	Website Design (1/2 deposit)	\$ 1,812.50		
	Great Lake Central Rail	2024 Signal Maintenance	\$ 3,057.37		
	MML Workers Comp Fund	22/23 Payroll Audit Shortage	\$ 149.00		
	TC Rentals	Rent Skylift to remove Xmas lights	\$ 225.00		
	Wade Trim	Brownson Park Improvements	\$ 1,854.76		
	Affinity	Monthly Computer support	\$ 369.10		
	Affinity	Yearly Support Contract	\$ 2,849.10		
	Grand Traverse County	CPO Contract (Jan 24 to Mar 24)	\$ 8,423.65		
			TOTAL		\$ 30,215.22
WATER	EGLE	2024 Groundwater Permit	\$ 7,500.00		
	Miss Dig	2024 Membership	\$ 648.07		
	All Seasons Underground	Contract Payment #3	\$ 181,735.00		
	All Seasons Underground	Contract Payment #4	\$ 23,750.00		
	Michigan Rural Water	Compliance Training (Fenton)	\$ 185.00		
	Michigan Rural Water	Wells to Pump Training (Fenton)	\$ 175.00		
	SOS Analytical	Water Testing	\$ 526.00		
	Mika Meyers	GTCRC Water/Sewer Extension	\$ 632.00		
	Top Line	Rewire wellhead	\$ 747.98		
	Thirlby	Bypass pump battery/generator	\$ 510.40		
	USA Bluebook	Padlocks and chemicals	\$ 356.05		
	Wade Trim	Brownson Park Improvements	\$ 4,477.77		
	Wade Trim	Water Service Replacement	\$ 824.51		
	Wade Trim	GTCRC Water/Sewer Extension	\$ 2,432.44		
	Wade Trim	GTCRC Water/Sewer Extension	\$ 2,794.72		
	Wade Trim	4-inch Main Replacement	\$ 9,233.73		
			TOTAL		\$ 236,528.67
SEWER	Operation Services	WWTP Operator Services Contract	\$ 9,397.05		
	Operation Services	WWTP Operator Out of Scope services	\$ 2,137.50		
	Operation Services	Mack Ave Lift Station Repairs	\$ 12,992.50		
	Miss Dig	2024 Membership	\$ 648.08		
	Wade Trim	Main pump station documentation	\$ 444.00		
	Mika Meyers	GTCRC Water/Sewer Extension	\$ 316.00		
	Tri-Gas	Propane Sewer Plant	\$ 585.27		
	Mersino Global Pump	Sewer Pump Rent/Repair	\$ 20,032.00		
	Mersino Global Pump	Repair parts for Sewer Pump	\$ 2,173.45		
	Kerr Pump & Supply	Repair of Sewer Pump	\$ 11,689.00		
	Kerr Pump & Supply	Gasket/Rings for Sewer Pump	\$ 272.93		
			TOTAL		\$ 60,687.78
EQUIP	Voyager	Gas for equipment	\$ 2,442.23		
	Tri-Gas	Propane for DPW Building	\$ 1,147.95		
			TOTAL		\$ 3,590.18
MAJOR	All Traffic Solutions	Speed Sign			\$ 750.00
			TOTAL		\$ 750.00
LOCAL	All Traffic Solutions	Speed Sign			750.00
			TOTAL		\$ 750.00
			TOTAL		\$ 334,021.85

Credit Card Transactions				
For Council February 27,2024				
Elan (VISA)	Company	Billed to	Item	Cost
	Action Supply	G	Fenton clothing allowance	\$ 44.91
	Tractor Supply	E	50 Gallon Tank	\$ 476.99
	State of Michigan	E	MIDeal membership	\$ 180.00
	Survey Monkey	G	Recruitment membership	\$ 468.00
			Total	\$ 1,169.90
Menards		Billed to	Item	Price
	Liftstation	W	Bushings/lock handle/adapters/nipples	\$ 159.00
	Buildings & Grounds	G	Ice Melt	\$ 114.10
	Equipment	E	BlueDef diesel exhaust fluid	\$ 42.40
			Total	\$ 315.50

Monthly Client Report for Kingsley Wastewater Treatment Plant January 2024

To provide the Village of Kingsleys' Council with a summary of our activities for the month of January, Operations Services has prepared this report for your use. We welcome any suggestions to improve the information contained in these reports. Please contact us if you believe this report contains errors, or if you have any questions about it.

The Kingsley Wastewater Treatment Plant maintained compliance with TIN levels this past month. We have been producing quality effluent.

INFLUENT	EFFLUENT
3,318,782 GALLONS	3,408,826 GALLONS

TOTAL INORGANIC NITROGEN (TIN) CHART LIMIT 5 MG/L

Date	TIN mg/l	Ammonia mg/L	Nitrate mg/L	Nitrite mg/L
1/2/24	0.395	0.101	0.279	<0.015
1/3	0.413	0.103	0.295	<0.015
1/8	0.363	0.118	<0.23	<0.015
1/9	0.441	0.18	0.246	<0.015
1/15	0.691	0.409	0.27	<0.015
1/16	1.17	0.74	0.418	<0.015
1/22	3.52	3.27	<0.23	<0.015
1/23	2.02	1.77	<0.23	<0.015
1/29	0.436	0.194	<0.23	<0.015
1/30	0.409	0.164	<0.23	<0.015

MAINTENANCE AND MAJOR EVENTS

- Blowers were greased and rotated.
- The permit required DMR was submitted to Miwaters.
- Monthly QAQC was completed on the lab equipment.

- DO probes were cleaned as needed.
- The headworks was cleaned as needed.

CONSIDERATIONS

None currently.

OTHER NOTEWORTHY EVENTS OR ACTIVITIES

Norm has been doing good and has started to grasp things. I submitted the MOR and lab results to EGLE. Everything has been good and we keeping things flowing.

If you have any questions regarding this report, please feel free to contact me at (231) 709-3593.

A handwritten signature in blue ink that reads "Joshua Hall". The signature is cursive and stylized.

Joshua Hall
Vice President
Operations Services Inc.

KIN7534-23y