

City, Village, and Township Revenue Sharing and County Incentive Program Certification

Issued under authority of 2016 Public Act 268. Filing is mandatory to qualify for payments.

Each city/village/township/county applying for City, Village, and Township Revenue Sharing or County Incentive Program payments must:

1. Certify to the Michigan Department of Treasury (Treasury) that the local unit listed below has produced and made available to the public a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report as required by 2016 Public Act 268. The local unit must include in any mailing of general information to its citizens, the Internet website address or the physical location where all the documents are available for public viewing in the clerk's office.
2. Submit to Treasury a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report.

This certification, along with a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report, **must be received by December 1, 2016**, (or the first day of a payment month) in order to qualify for that month's payment. Postmark dates will not be considered. For questions, call 517-373-2697.

PART 1: LOCAL UNIT INFORMATION			
Local Unit Name City of Norton Shores		Local Unit County Name Muskegon	
Local Unit Code 61-2050		Contact E-Mail Address huey22@nortonshores.org	
Contact Name Michael Huston	Contact Title Finance Director	Contact Telephone Number (231) 799-6805	Extension
Website Address, if reports are available online www.nortonshores.org		Current Fiscal Year End Date June 30, 2017	
PART 2: CITIZEN'S GUIDE			
Check any of the following that apply:			
<input checked="" type="checkbox"/> The local unit has elected to use Treasury's online Citizen's Guide to comply with the legislative requirements. Therefore, a copy of the Citizen's Guide will not be submitted to Treasury.			
<input type="checkbox"/> The local unit does not have any unfunded pensions or other post employment benefits (OPEB).			
PART 3: CERTIFICATION			
<i>In accordance with 2016 Public Act 268, the undersigned hereby certifies to Treasury that the above mentioned local unit 1) has produced a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report and 2) will include in any mailing of general information to our citizens, the Internet website address or the physical location where all the documents are available for public viewing in the clerk's office. The Citizen's Guide, Performance Dashboard, Debt Service Report, and Projected Budget Report are attached to this signed certification, unless otherwise noted in Part 2.</i>			
Chief Administrative Officer Signature (as defined in MCL 141.422b) 		Printed Name of Chief Administrative Officer (as defined in MCL 141.422b) Mark C. Meyers	
Title City Administrator		Date 11/22/2016	

Completed and signed form (including required attachments) should be e-mailed to: TreasRevenueSharing@michigan.gov
If you are unable to submit via e-mail, fax to 517-335-3298 or mail the completed form and required attachments to:

Michigan Department of Treasury
Office of Revenue and Tax Analysis
PO Box 30722
Lansing MI 48909

TREASURY USE ONLY		
CVTRS/CIP Eligible Y N	Certification Received	Citizen's Guide Received
Performance Dashboard Received	Debt Service Report Received	Projected Budget Report Received
Final Certification	CVTRS/CIP Notes	

DATA INPUT PAGE FOR CITIZEN'S GUIDE TO LOCAL UNIT FINANCES

Local Unit Name:
Local Unit Code:

City of Norton Shores
61-2050

Per capita information

2011 2012 2013 2014 2015 2014 2015

Statement of Revenues & Expenditures - All governmental funds

Revenues

Taxes	7,950,976	8,158,096	7,890,043	8,351,959	8,435,765	347	348
Licenses & Permits	584,595	772,865	712,009	891,548	847,636	37	35
Federal Government	99,810	577,772	589,086	130,306	100,192	5	4
State Government	3,329,559	3,597,416	3,670,228	3,874,756	4,108,549	161	170
Local Contributions	-	544,142	-	-	55,762	-	2
Charges for Services	1,829,001	1,845,544	1,857,482	2,092,242	2,198,118	87	91
Fines & Forfeitures	55,027	51,840	56,668	37,210	69,539	2	3
Interest & Rents	151,857	468,496	(10,926)	13,382	392,011	1	16
Other Revenues	351,923	1,120,503	7,191,431	1,452,546	183,952	60	8
Total Revenues	14,352,748	17,136,674	21,956,021	16,843,949	16,391,524	699	677

Expenditures

General Government	1,782,971	1,787,968	1,914,704	1,817,665	2,458,466	75	102
Police & Fire	5,280,145	5,934,373	6,112,902	6,325,613	7,293,749	263	301
Other Public Safety	364,609	386,452	412,028	627,767	-	26	-
Roads	1,783,545	1,297,740	1,615,269	1,899,043	1,907,437	79	79
Other Public Works	1,953,025	1,813,712	1,191,955	1,398,765	667,266	58	28
Health & Welfare	-	-	-	-	-	-	-
Community/Econ. Development	267,145	222,990	243,696	270,792	79,375	11	3
Recreation & Culture	471,410	468,408	486,527	532,300	776,738	22	32
Capital Outlay	1,536,787	3,070,896	8,235,716	2,860,650	4,852,911	119	200
Debt Service	1,589	-	-	-	85,175	-	4
Other Expenditures	73,491	1,036,571	2,007,401	1,190,369	654,707	49	27
Total Expenditures	13,514,717	16,019,110	22,220,198	16,922,964	18,775,824	703	776
Surplus (Shortfall)	838,031	1,117,564	(264,177)	(79,015)	(2,384,300)	(3)	(98)

DATA INPUT PAGE FOR CITIZEN'S GUIDE TO LOCAL UNIT FINANCES

Local Unit Name:
Local Unit Code:

City of Norton Shores
61-2050

Per capita information

	2011	2012	2013	2014	2015	2014	2015
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Nonspendable	7,505,290	918,319	1,136,368	1,241,519	1,064,349	52	44
Restricted	-	4,563,940	4,394,483	4,198,543	3,303,603	174	136
Committed	1,354,785	-	-	-	-	-	-
Assigned	-	2,266,776	2,328,186	2,461,308	2,092,076	102	86
Unassigned	-	1,922,896	1,548,717	1,427,369	1,410,998	59	58
Total Fund Balance	8,860,075	9,671,931	9,407,754	9,328,739	7,871,026	387	325

Liabilities not counted on a modified-accrual basis

Pensions

Date of actuarial valuation:	12/31/2010	12/31/2010	12/31/2012	12/31/2013	12/31/2014		
Assets	20,035,573	20,035,573	19,986,019	20,247,136	21,009,239		
Actuarial Liability	33,641,633	33,641,633	37,117,385	39,356,507	41,163,129		
Unfunded (Overfunded)	13,606,060	13,606,060	17,131,366	19,109,371	20,153,890	789	833
Percent funded	60%	60%	54%	51%	51%		

OPEB

Date of actuarial valuation:	6/30/2011	6/30/2011	6/30/2013	6/30/2013	6/30/2015		
Assets	632,445	632,445	1,313,598	1,313,598	1,737,094		
Actuarial Liability	38,406,428	38,406,428	33,759,069	33,759,069	39,890,968		
Unfunded	37,773,983	37,773,983	32,445,471	32,445,471	38,153,874	1,340	1,576
Percent funded	2%	2%	4%	4%	4%		

Sum of All Pension & OPEB Plans

Assets	20,668,018	20,668,018	21,299,617	21,560,734	22,746,333		
Actuarial Liability	72,048,061	72,048,061	70,876,454	73,115,576	81,054,097		
Unfunded	51,380,043	51,380,043	49,576,837	51,554,842	58,307,764	2,130	2,409
Percent funded	29%	29%	30%	29%	28%		

DATA INPUT PAGE FOR CITIZEN'S GUIDE TO LOCAL UNIT FINANCES

Local Unit Name:
Local Unit Code:

City of Norton Shores
61-2050

Per capita information

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2014</u>	<u>2015</u>
Debt							
Bonds & Contracts Payable							
Capital Leases							
Other Contractual Debt							
Structured Debt	-	-	-	-	-	-	-
Employee Compensated Absences							
Landfill Closure & Postclosure Care							
Uninsured Losses							
Other Claims & Contingencies							
Total Long Term Debt (Excluding Pension & OPEB)	-	-	-	-	-	-	-

Population Information

	<u>23,867</u>	<u>23,870</u>	<u>23,998</u>	<u>24,081</u>	<u>24,208</u>
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Contact Information

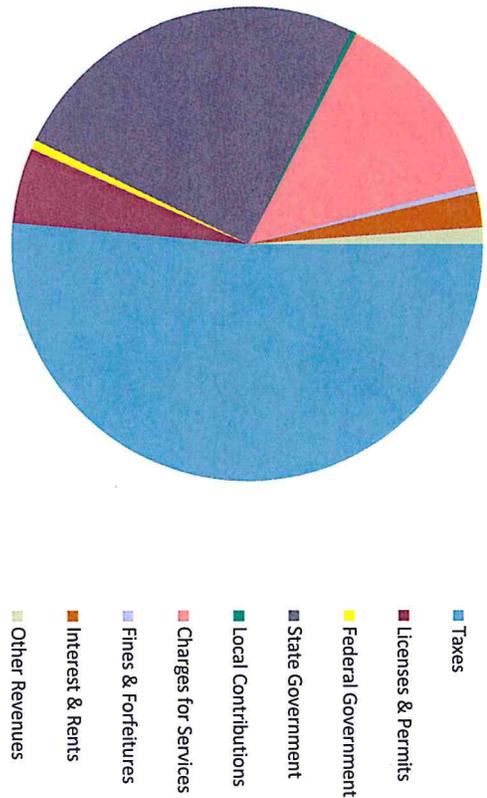
Contact Name:
Contact Phone Number:

Michael Huston
231 799-6805

CITIZEN'S GUIDE TO LOCAL UNIT FINANCES - City of Norton Shores (61-2050)

REVENUES

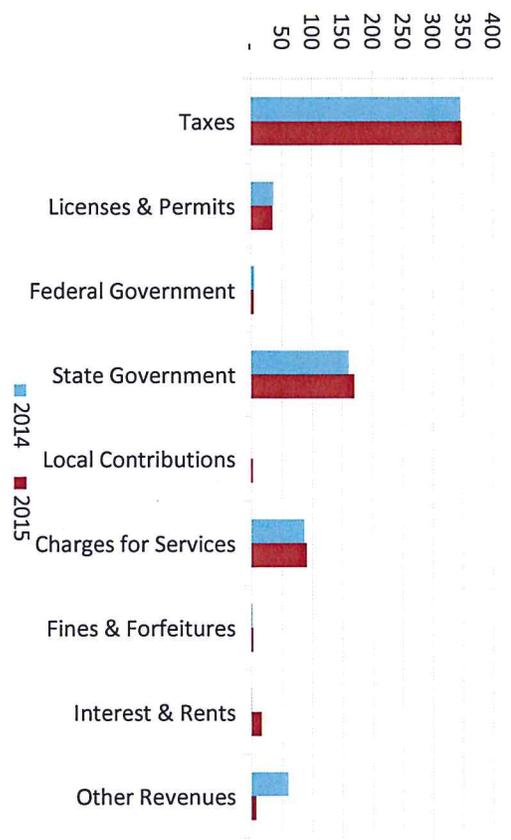
1. Where our money comes from (all governmental funds)



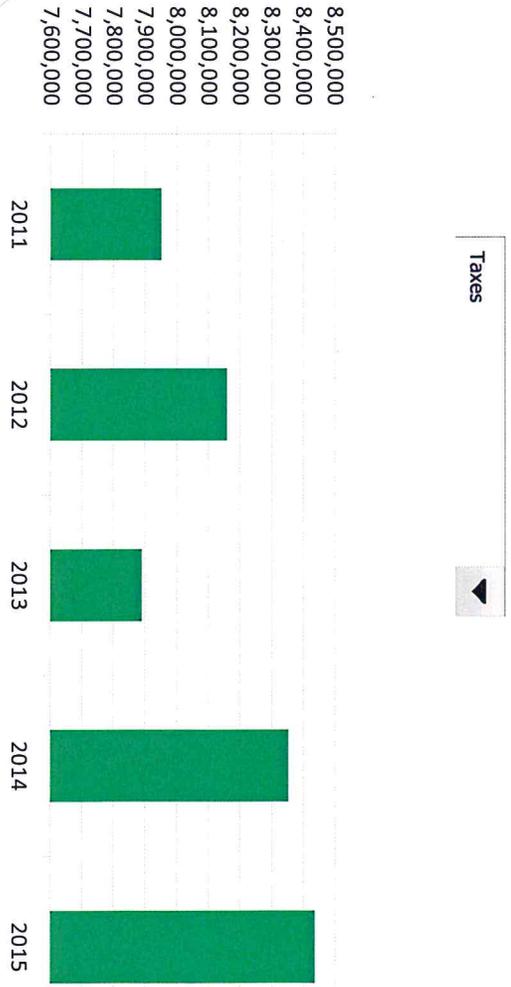
2. Compared to the prior year

	2014	2015	% change
Taxes	\$ 8,351,959	\$ 8,435,765	1.00%
Licenses & Permits	891,548	847,636	-4.93%
Federal Government	130,306	100,192	-23.11%
State Government	3,874,756	4,108,549	6.03%
Local Contributions	-	55,762	N/A
Charges for Services	2,092,242	2,198,118	5.06%
Fines & Forfeitures	37,210	69,539	86.88%
Interest & Rents	13,382	392,011	2829.39%
Other Revenues	1,452,546	183,952	-87.34%
Total Revenues	\$ 16,843,949	\$ 16,391,524	-2.69%

3. Revenue sources per capita - compared to the prior year



4. Historical trends of individual sources



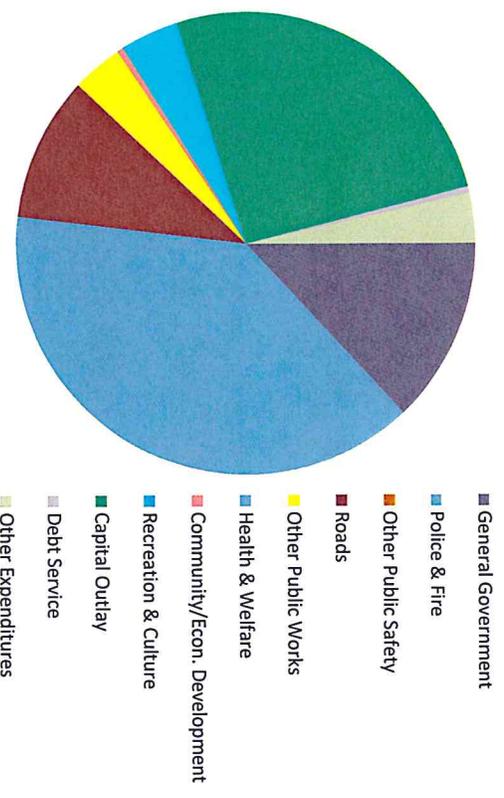
Commentary:

For more information on our unit's finances, contact Michael Huston at 231 799-6805.

CITIZEN'S GUIDE TO LOCAL UNIT FINANCES - City of Norton Shores (61-2050)

EXPENDITURES

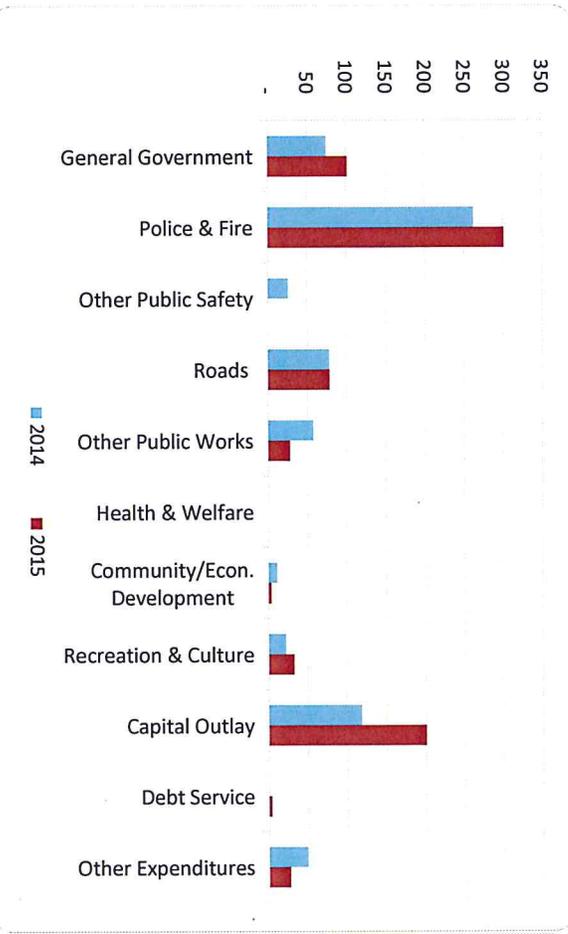
1. Where we spend our money (all governmental funds)



2. Compared to the prior year

	2014	2015	% change
General Government	\$ 1,817,665	\$ 2,458,466	35.25%
Police & Fire	6,325,613	7,293,749	15.31%
Other Public Safety	627,767	-	-100.00%
Roads	1,899,043	1,907,437	0.44%
Other Public Works	1,398,765	667,266	-52.30%
Health & Welfare	-	-	N/A
Community/Econ. Development	270,792	79,375	-70.69%
Recreation & Culture	532,300	776,738	45.92%
Capital Outlay	2,860,650	4,852,911	69.64%
Debt Service	-	85,175	N/A
Other Expenditures	1,190,369	654,707	-45.00%
Total Expenditures	\$ 16,922,964	\$ 18,775,824	10.95%

3. Spending per capita - compared to the prior year



4. Historical trends of individual departments:



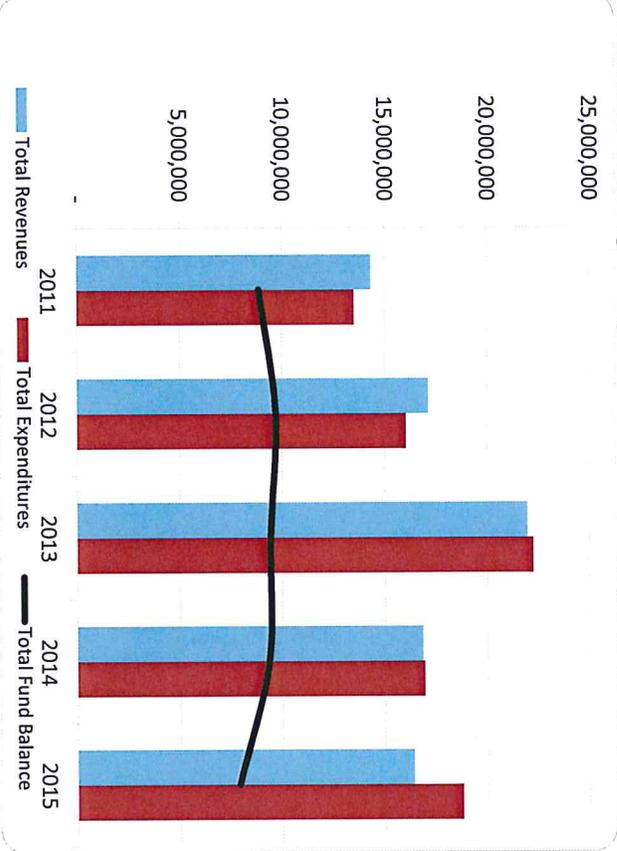
Commentary:

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CITIZEN'S GUIDE TO LOCAL UNIT FINANCES - City of Norton Shores (61-2050)

FINANCIAL POSITION

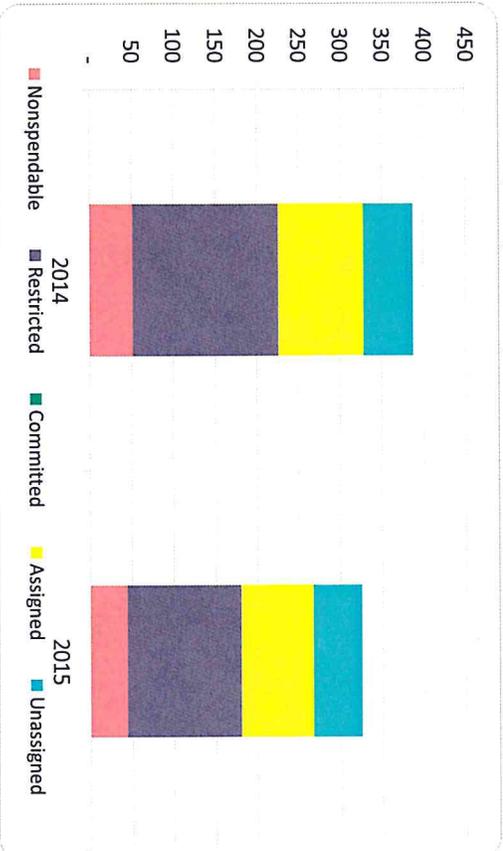
1. How have we managed our governmental fund resources (fund balance)?



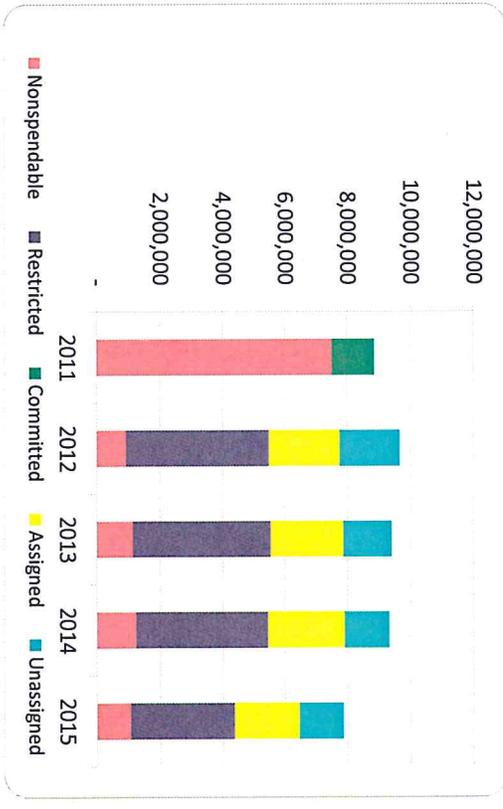
2. Compared to the prior year

	2014	2015	% change
Revenue	16,843,949	16,391,524	-2.69%
Expenditures	16,922,964	18,775,824	10.95%
Surplus (shortfall)	(79,015)	(2,384,300)	2917.53%
Fund balance, by component:			
Nonspendable	1,241,519	1,064,349	-14.27%
Restricted	4,198,543	3,303,603	-21.32%
Committed	-	-	N/A
Assigned	2,461,308	2,092,076	-15.00%
Unassigned	1,427,369	1,410,998	-1.15%
total fund balance	9,328,739	7,871,026	-15.63%

3. Fund balance per capita - compared to the prior year



4. Historical trends of individual components



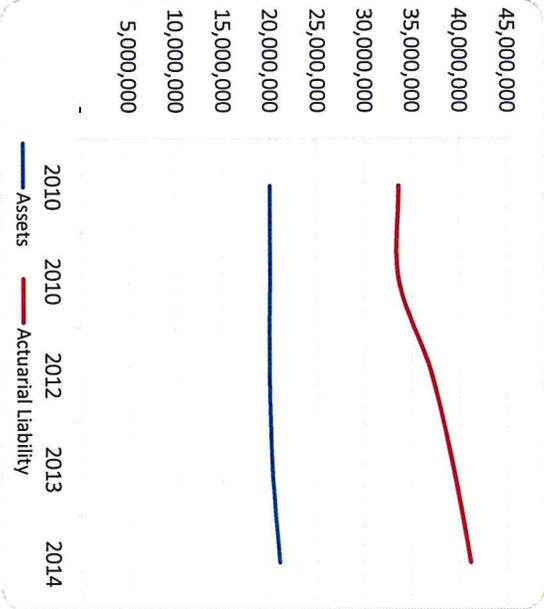
Commentary:

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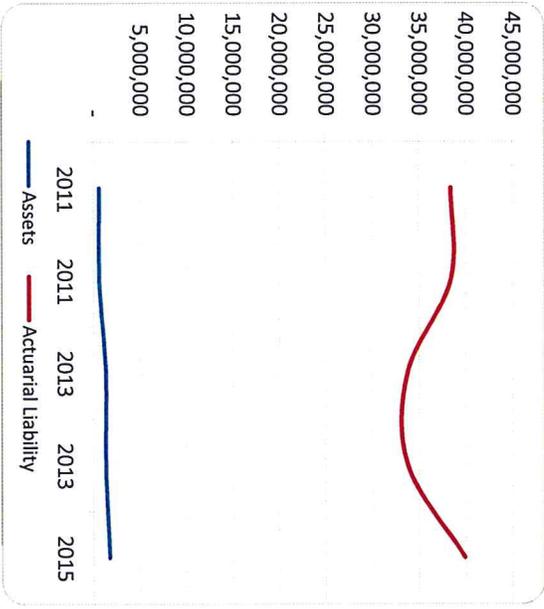
CITIZEN'S GUIDE TO LOCAL UNIT FINANCES - City of Norton Shores (61-2050)

OTHER LONG TERM OBLIGATIONS

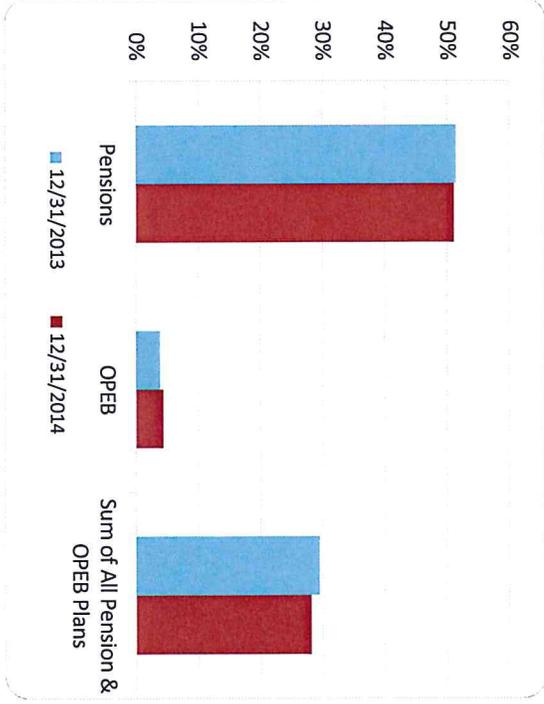
1. Pension funding status



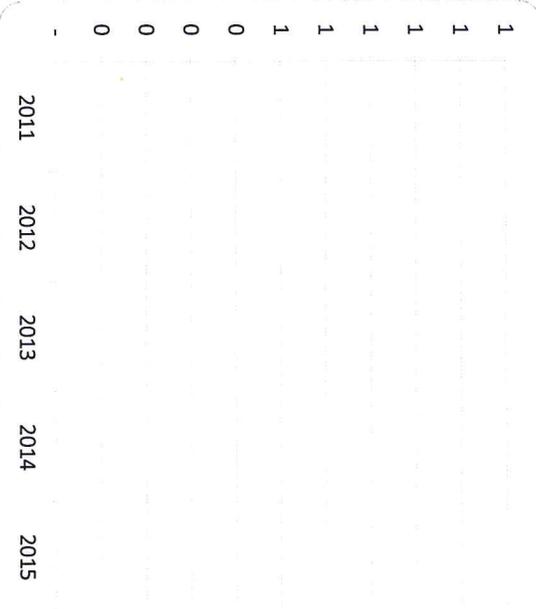
2. Retiree Health care funding status



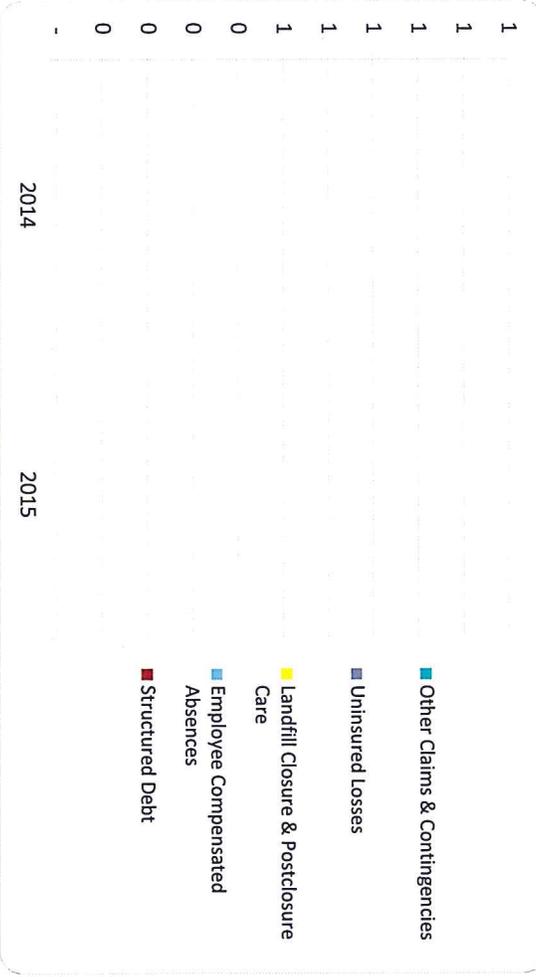
3. Percent funded - compared to the prior year



4. Long Term Debt obligations:



5. Debt & other long term obligations per capita - compared to the prior year



Commentary:

For more information on our unit's finances, contact Michael Huston at 231 799-6805.



Performance Dashboard

<i>Fiscal Stability</i>	2013	2014	2015	Progress
Annual general fund expenditures per capita	\$386	\$351	\$349	↓
Fund balance as a percent of annual general fund expenditures	24.0%	29.0%	21%	↓
Unfunded other post-employment benefits (OPEB) liability as a percent of annual general fund revenue	26.0%	22.0%	24.0%	↓
Debt burden per capita	\$68	\$58	\$83	↓
Percentage of road funding provided by the general fund	0%	0%	0%	↔
Ratio of pensioners to employees	1 to 1	1 to 1	1 to 1	↔
Number of services delivered via cooperative venture	41	41	41	↔
<i>Economic Strength</i>	2013	2014	2015	Progress
Percent of community with access to high speed broadband	100%	100%	100%	↔
Percent of community age 25+ with a Bachelor Degree or higher	30%	30%	30%	↔
Average age of critical infrastructure (years)	28	29	30	↑
<i>Public Safety</i>	2013	2014	2015	Progress
Violent crimes per thousand residents	2.60	3.80	3.26	↓
Property crimes per thousand residents	27.25	42.70	32.80	↓
Traffic injuries and fatalities	6.95	5.70	4.60	↓
Total Fire Department Responses	2,256	2,426	2,335	↓
Total Structure Fires	38	35	29	↓
<i>Quality of Life</i>	2013	2014	2015	Progress
Miles of sidewalks and non-motorized paths/trails as a factor of total miles of local/major streets	.47	.47	.49	↑
Percent of general fund budget committed to arts, culture and recreation	4.4%	4.4%	7.3%	↑
Acres of park per thousand residents	13.94	13.94	13.94	↔
Percent of community with access to curbside recycling	100%	100%	100%	↔
Total mileage of roadways with bike lanes	42.29	42.29	42.29	↔
Total miles of sidewalk	27.34	28.14	29.61	↑

Key: Arrows represent the change from prior to current year. The color of the arrow represents if the change was positive (GREEN) or negative (RED). A double arrow represents no change (NEUTRAL).

Debt Service Report

Local Unit Name: City of Norton Shores
Local Unit Code: 61-2050
Current Fiscal Year End Date: 6/30/2017

Debt Name: Muskegon Co Water System No. 1
Issuance Date: 8/27/2010
Issuance Amount: \$4,315,000
Debt Instrument (or Type): Refunding Bond Series 2010
Repayment Source(s): Water Rates

Years Ending	Principal	Interest	Total
6/30/2015	\$ 224,607	\$ 43,630	\$ 268,237
6/30/2016	\$ 231,418	\$ 36,892	\$ 268,310
6/30/2017	\$ 238,478	\$ 29,950	\$ 268,428
6/30/2018	\$ 234,050	\$ 22,125	\$ 256,175
6/30/2019	\$ 198,526	\$ 16,463	\$ 214,989
6/30/2020	\$ 142,653	\$ 13,456	\$ 156,109
6/30/2021	\$ 136,985	\$ 7,952	\$ 144,937
Totals	\$ 1,406,717	\$ 170,468	\$ 1,577,185

The City of Norton Shores shares this bond issue with Fruitport Township and our portion is based on 60% of water usage.

Debt Service Report

Local Unit Name: City of Norton Shores
Local Unit Code: 61-2050
Current Fiscal Year End Date: 6/30/2017

Debt Name: Capital Improvement - Police Garage Facility
Issuance Date: 5/1/2015
Issuance Amount: \$926,587
Debt Instrument (or Type): Installment Purchase
Repayment Source(s): Capital Improvement Fund

Years Ending	Principal	Interest	Total
6/30/2016	\$ 74,862	\$ 21,624	\$ 96,486
6/30/2017	\$ 76,786	\$ 19,700	\$ 96,486
6/30/2018	\$ 78,760	\$ 17,727	\$ 96,487
6/30/2019	\$ 80,784	\$ 15,703	\$ 96,487
6/30/2020	\$ 82,860	\$ 13,627	\$ 96,487
6/30/2021	\$ 89,472	\$ 7,015	\$ 96,487
6/30/2022	\$ 89,472	\$ 7,015	\$ 96,487
Totals	\$ 572,996	\$ 102,411	\$ 675,407

10 year installment purchase

Projected Budget Report

Local Unit Name:
 Local Unit Code:
 Current Fiscal Year End Date:
 Fund Name:

City of Norton Shores
 61-2050
 6/30/2017
 General Fund

REVENUES	Current Year	Percentage	Year 2 Budget	Assumptions
	Budget	Change		
Property Taxes	\$ 4,162,252	%	\$ 4,585,404	Property tax revenue has increased four consecutive years. State revenue has increased moderately.
Other Taxes	\$ 423,152	%	\$ 2,310,007	
State Revenue Sharing	\$ 2,310,007	%	\$ -	
Income Tax	\$ -	%	\$ 74,000	
Fines & Fees	\$ 74,000	%	\$ 409,300	
Licenses & Permits	\$ 409,300	%	\$ 175,000	
Interest Income	\$ 175,000	%	\$ 60,000	
Grant Revenues	\$ 60,000	%	\$ 2,205,960	
Other Revenues	\$ 2,205,960	%	\$ 250,000	
Interfund Transfers (In)	\$ 250,000	%	\$ -	
Total Revenues	\$ 10,069,671		\$ 10,069,671	

EXPENDITURES	Current Year	Percentage	Year 2 Budget	Assumptions
	Budget	Change		
General Government	\$ 2,390,308	%	\$ 2,390,308	
Police and Fire	\$ 6,214,032	%	\$ 6,214,032	
Other Public Safety	\$ 850,868	%	\$ 850,868	
Roads	\$ -	%	\$ -	
Other Public Works	\$ -	%	\$ -	
Health and Welfare	\$ -	%	\$ -	
Community & Economic Development	\$ -	%	\$ 576,442	
Recreation & Culture	\$ 576,442	%	\$ -	
Capital Outlay	\$ -	%	\$ -	
Debt Service	\$ -	%	\$ 38,021	
Other Expenditures	\$ 38,021	%	\$ -	
Interfund Transfers (Out)	\$ -	%	\$ -	
Total Expenditures	\$ 10,069,671		\$ 10,069,671	
Net Revenues (Expenditures)	\$ -		\$ -	
Beginning Fund Balance	\$ -		\$ -	
Ending Fund Balance	\$ -		\$ -	

Balanced Budget: