



FISCAL YEAR
2012
BUDGET



ELECTED OFFICIALS

Rod Buikema, Mayor

Robert Young, Mayor Pro-Tem

Laura Fitzpatrick, Council Member

Bob Grevious, Council Member

Eric Grimm, Council Member

Thomas Hasper, Council Member

Susan Lumley, Council Member

CITY STAFF

Anthony Chandler, City Manager

Tammera Harmsen, City Clerk/Treasurer

William Regan, Chief of Police

David Geyer, Public Works Supervisor

Tim Villanueva, Building Official

Roosevelt Park Community Profile

Date Incorporated as a City:	1946
Form of Government:	Council/Manager
Land Area:	1.0 square mile
Population:	3,831 (2010 US Census Bureau estimate)
Governing Body:	7 Council Members elected at large serving three year terms with Mayor elected by Council
Administration:	City Manager and Department Heads are appointed by City Council annually

The City of Roosevelt Park remains a viable community that offers safe and quiet neighborhoods. The commercial corridors consisting of Henry Street, Norton Avenue, and Sherman Boulevard form the physical boundary of Roosevelt Park. In addition to these well-used thoroughfares, residents truly savor the local appeal of Broadway Avenue and its many businesses centered on a very distinctive and pedestrian friendly streetscape. Regardless of preference, the City of Roosevelt Park remains an attractive option for all types of businesses and residents. This may include young families relocating to the region, seniors who remain to enjoy the heightened sense of community pride, or entrepreneurs seeking to establish themselves in a ripe environment.

City of Roosevelt Park's top Priorities 2011/2012

In August 2011, the City Council along with City staff orchestrated a brainstorming session with the intent of deriving a list of goals to pursue in the forthcoming year. The results of the session were quite positive, and the ideas that were circulated have culminated into a blueprint that will guide the decision making process and establish our future course of action.

List of Goals to Achieve:

- 1. Equipment Upgrades**
 - a. Replace old equipment and continue with maintenance efforts on existing equipment.

- 2. Improve and Maintain City Roads**
 - a. Continue to focus on improving the condition of our local streets including pot hole repair and re-surfacing projects as warranted.

3. **Search for ways to Share Municipal Services**
 - a. Seek out partnerships with neighboring jurisdictions to provide cost savings with service delivery and to minimize duplication of basic municipal services.
4. **Enhance the Marketability of the City**
 - a. Plan and develop an approach to market the City more effectively in the region. Remain active with the Lakeshore Chamber and Muskegon Area First and utilize their services to enhance local recognition.
5. **Employee Compensation**
 - a. Develop a uniform wage schedule and hiring practice.
 - b. Seek out alternatives to the rising cost of employee/retiree benefits.
 - c. Create an organizational alignment geared towards the current fiscal environment that will position us into the future.
6. **Engage the Community with Transparency**
 - a. Operate City government with a focus on transparency and community involvement.
7. **Sustainability**
 - a. Continue to participate with Muskegon Area Sustainability Coalition (MASC) initiatives and become local stewards of sustainable practices.

Goal: Replace and upgrade City-owned equipment

Objectives to achieve: *Utilize the resources available in the Equipment Fund to purchase a plow truck for the DPW.*

- Purchase a trailer for riding lawn mower
- Obtain pricing for replacement x-mark mower for 2012 or 2013
- Explore and evaluate maintenance program for city equipment
- Continue to modify the equipment replacement schedule

Goal: Continue a strong focus on improving the city roadways

Objectives to achieve: *Fund balances available in the Local and Major Street Funds for re-surfacing projects*

- Glenside Phase III project in 2012
- Prioritize local streets for re-surfacing in 2013
- Implement a plan for future reconstruction projects in Major Streets through WMSRDC

Goal: Seek ways to share municipal services

Objectives to achieve: *Develop partnerships with neighboring jurisdictions and county*

- Encourage shared service agreements to reduce overhead costs of service delivery
- Develop and maintain a cost index for basic service delivery
- Seek out alternatives for public services and reduce/eliminate duplication efforts
- Incorporate the Muskegon Lakeshore Chamber Shared Services Report

Goal: Increase efforts to advertise the attractive features of the community

Objectives to achieve: *Marketing strategy that will effectively promote the City throughout the region*

- Consult with Lakeshore Chamber and Muskegon Area First
- Increase the investment potential of residential/commercial areas
- Establish a vision for the future
- Be creative with the DDA funding available
- Continue to provide first-rate residential opportunities by keeping the existing housing stock desirable and increasing property values
- Incorporate public input throughout the process

Goal: Restructure employee compensation

Objectives to achieve: *Work to comply with State regulations concerning employee compensation*

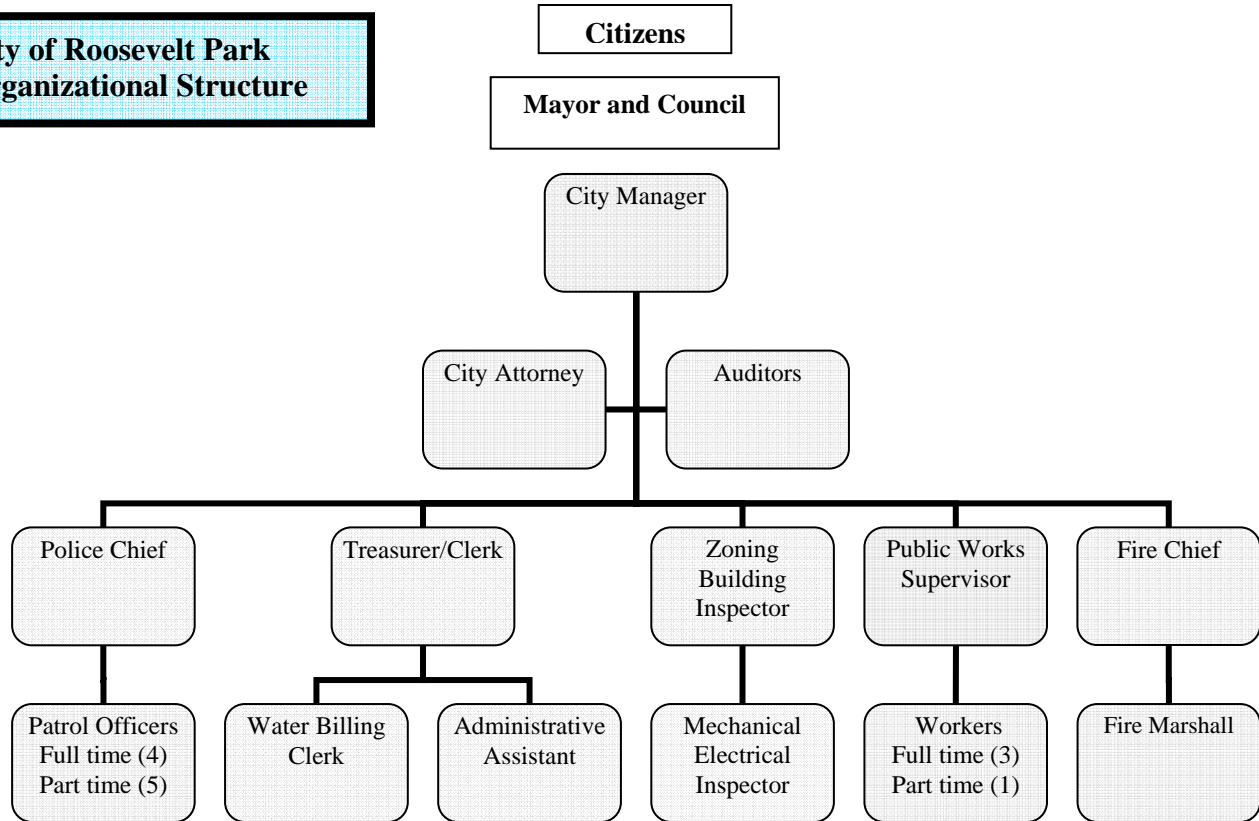
- Establish a uniform hiring procedure
- Qualify for EVIP funding (formerly State Statutory Revenue)
- Combine job function and staff responsibilities where practical to diminish costs of service delivery and continue to seek ways to streamline operations
- Ensure that all staff members become multi-dimensional and make this a standard for all future employees
- To always explore the least expensive alternative while procuring general administrative services

Goal: To generate an all encompassing “sense of community”

Objectives to achieve: *Foster a strong will to enrich the lives of our residents and enliven the economic prosperity of the local business owners.*

- Clean and safe residential areas and commercial zones
- Responsible government action by operating with the utmost integrity and utilizing measures of transparency that will open the lines of communication
- Keep access to information open and interactive for all council members, staff, and residents for more accurate delivery of information
- Develop local outreach programs

**City of Roosevelt Park
Organizational Structure**



THE IMPORTANCE OF ORGANIZATION DEVELOPMENT

Profitability, productivity, morale, and quality of work are paramount to most organizations because they impact achievement of organization goals. There is an increasing trend to maximize an organization's investment in its employees. Jobs that previously required physical dexterity now require more mental effort. Organizations need to "work smarter" and apply creative ideas and become more imaginative with their collective thought processes.

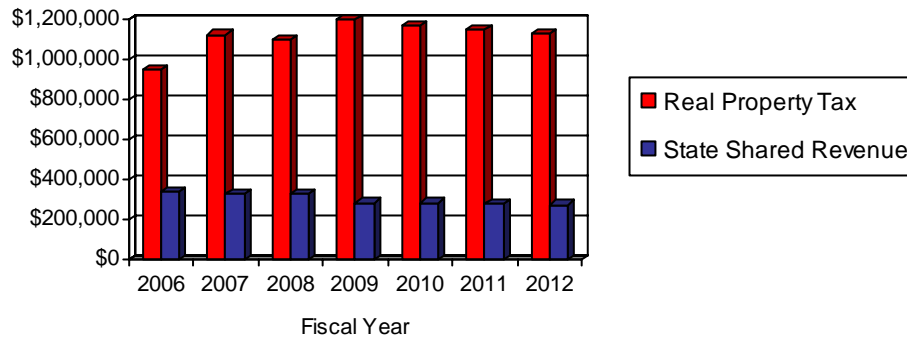
The work force has also changed. Employees want challenge, recognition, and sense of accomplishment. Empowerment is a crucial factor because employees desire a position that will include worthwhile tasks that result in meaningful relationships with their managers and co-workers. When these needs are not accomplished, overall performance will most certainly decline.

Citizens of today demand continually improving quality. In addition to rapid service delivery, they desire quick implementation of changes and competitive pricing on all purchases. Not to mention other cost saving measures that can only be achieved by innovative organizational practices. The successful organization must be able to overcome the pressing needs of the present but also possess the foresight to effectively deal with the challenges of the future. And for that reason adaptability and responsiveness are essential not only for incremental reductions in service delivery but for overall survival.

GENERAL FUND - REVENUES

Fund 101

The 2012 General Fund Budget anticipates receiving \$2,289,330 in revenue. This will be an increase of \$52,400 from 2011 with \$48,500 of that increase the result of a COPS grant. The largest source of revenue used in the General Fund comes directly from Real Property Tax (Account #402) which for 2012 it is expected to total \$1,126,200 or a decline of 3% over the previous year. As indicated above, the levying and collection of property tax remains the primary source of revenue and the FY 2012 Budget maintains the current rate of 11.6 mills for general operating revenue. State Shared Revenue (Account #575) serves as the General Fund's second largest source of revenue and the City is expected in FY 2012 to receive \$275,000 compared to \$281,600 in FY 2011. State revenue sharing falls under two categories; Constitutional and Statutory. Statutory revenue sharing is now disbursed as part of the Economic Vitality Incentive Program (EVIP) and the city's allotment in 2012 is \$23,438. The chart below reflects the reduction trend experienced over the last couple years for both sources of general fund revenue.



The 2012 Budget includes the full charge for the fire services contract within the General Fund however a portion of the transfer from the DDA Fund will assist with the expenditure. The General Fund Budget will more accurately reflect the full cost of this service. As in previous years, assistance from the DDA Fund has been critical towards balancing the General Fund and the amount transferred to the general Fund in 2012 remains at \$156,000.

FUND 101 – REVENUES

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
402.000	Current Real Property Tax	\$1,159,475	\$1,115,527	\$1,149,200	\$1,126,200
410.000	Current Personal Property Tax	\$0	\$0	\$0	\$0
411.000	Delinq. Personal Property Tax	\$5,065	\$9,122	\$3,000	\$2,000
412.000	Special Assessments	\$0	\$0	\$0	\$0

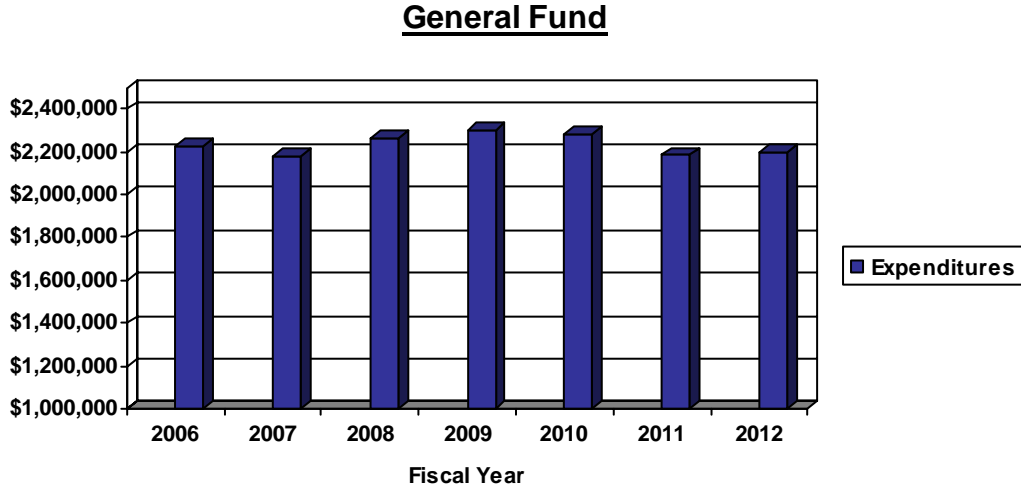
415.000	Interest on Special Assmnts.	\$0	\$0	\$0	\$0
437.000	IFT & CFT Taxes	\$3,000	\$3,000	\$3,000	\$3,000
446.000	Interest on Taxes	\$5,077	\$1,332	\$4,000	\$2,000
448.000	Collection Fees	\$61,408	\$60,264	\$58,400	\$60,000
451.000	Business Licenses	\$5,005	\$5,305	\$5,100	\$5,250
452.000	Registration Fees	\$1,740	\$2,635	\$2,200	\$2,500
453.000	Rental Certification Fees	\$4,600	\$4,950	\$5,800	\$10,000
475.000	ZBA/Planning Commission	\$0	\$0	\$1,000	\$250
476.000	Building Permits	\$23,218	\$19,246	\$18,000	\$18,000
477.000	Electrical Permits	\$10,013	\$7,469	\$8,800	\$7,700
478.000	Plumbing Permits	\$7,195	\$4,842	\$5,500	\$6,000
479.000	Mechanical Permits	\$12,325	\$9,471	\$10,000	\$10,000
480.000	Plan Review Fees	\$2,175	\$0	\$500	\$500
544.000	State Funded Police Training	\$0	\$1,393	\$1,600	\$0
575.000	State Sales Tax	\$294,320	\$280,481	\$281,600	\$275,000
576.000	Liquor Licenses	\$3,836	\$3,818	\$3,700	\$3,550
588.000	DDA Reimbursements	\$154,000	\$156,000	\$156,000	\$156,000
642.000	Concession Sales	\$0	\$0	\$0	\$0
642.100	Arts & Crafts	\$472	\$307	\$500	\$400
655.000	Forfeitures-Police Matters	\$1,921	\$0	\$1,000	\$0
656.000	District Court Fines	\$13,814	\$19,973	\$12,000	\$15,000
657.000	Parking Fines	\$6,450	\$5,777	\$4,000	\$5,000
665.000	Interest on Investments	\$6,992	\$5,066	\$11,000	\$7,500
665.100	Gain/Loss on Investments	\$0	-\$2,403	\$0	\$0
670.000	Cable Franchise Agreement	\$49,398	\$51,559	\$40,800	\$50,000
676.000	Administrative Revenue	\$278,905	\$260,375	\$221,800	\$244,080
679.000	Insurance Claim	\$0	\$0	\$0	\$0
690.000	Community Center/Pavilion	\$7,190	\$8,665	\$8,000	\$8,500
693.000	Election Reimbursements	\$0	\$0	\$1,000	\$0
694.000	Miscellaneous Revenue	\$5,923	\$13,471	\$15,000	\$12,500
694.100	Garbage Bag/Tag Sales	\$1,868	\$1,569	\$1,500	\$1,500
695.000	Grant Revenue	\$0	\$57,816	\$0	\$48,500
696.000	Fines - Civil Infractions	\$50	\$0	\$200	\$0
699.000	Transfer from other Fund	\$0	\$0	\$0	\$0
699.100	Office & Garage Reimburse	\$35,150	\$35,150	\$38,700	\$37,900
699.200	Labor Transfer	\$160,015	\$116,542	\$164,030	\$170,500
		\$0	\$0	\$0	\$0
	Total	\$2,320,600	\$2,258,722	\$2,236,930	\$2,289,330

GENERAL FUND – EXPENDITURES

Fund 101

The proposed General Fund expenditures for 2012 total \$2,196,135 which is a slight increase of \$10,335 from the budgeted amount in 2011. Reduced staffing and the expanded use of part-time employees have been significant and will continue to be critical in balancing the 2012 General Fund. The city continues to provide services with fewer resources. DPW is operating with fewer full-time staff, as is City Hall and the Police Department. Steady increases in items over which we have very little control such as health insurance and retirement for both active and our retired employees creates a significant challenge to maintain a balanced budget.

The past several years have brought unprecedented increases in health insurance costs to all local governments, and with no end in sight this dilemma poses a serious concern to future budgets. In 2011 the City paid 36% more for employee health insurance and the same coverage is expected to rise another 25% in 2012. This equates to an increase of 56% in a two year time frame. Currently, the City of Roosevelt Park is considering efforts that will reduce health insurance costs such as employee cost-sharing or changing the insurance provider. As these costs continue to rise we must commit to an ongoing evaluation and search for alternatives to prevent this from impacting the City's long term financial condition.



**CITY
COUNCIL
Department 101**

Citizens of
Roosevelt Park

Rod Buikema, Mayor
Robert Young, Mayor Pro-Tem
Laura Fitzpatrick, Council Member
Bob Grevious, Council Member
Eric Grimm, Council Member
Thomas Hasper, Council Member
Susan Lumley, Council Member

The City Council is responsible for the legislative actions of the City of Roosevelt Park such as passing ordinances, resolutions and proclamations and to “exercise all the legislative powers conferred upon the City by the Constitution, the General Laws of the State of Michigan and by this Charter”. Further, “Each Council Member shall hold office for a term of three (3) years from the first Monday following the regular City election at which they are elected. The terms of office shall be limited to three consecutive terms of three years”. Also, “City Council shall appoint a City Manager, a Clerk, an Assessor, a Treasurer, a Chief of Police, a Superintendent of Public Works, a Fire Chief, a Board of Review and such additional offices as it deems necessary for the operation of the City government”. (Source: Charter of the City of Roosevelt Park)

DEPT 101 – CITY COUNCIL

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
703.000	Salaries - Per Diem	\$5,175	\$4,692	\$5,700	\$5,700
714.000	Fringe Benefits	\$9	\$58	\$100	\$100
715.000	City's Share - Social Security	\$396	\$321	\$400	\$400
856.000	Meeting Expense	\$375	\$517	\$500	\$800
864.000	Conferences & Workshops	\$1,063	\$913	\$5,000	\$3,000
880.000	Public Relations	\$1,603	\$2,268	\$1,600	\$1,600
882.000	Personnel Relations	\$520	\$859	\$800	\$800
884.000	Mayor Exchange	\$0	\$0	\$0	\$0
886.000	Civic Promotion	\$330	\$252	\$500	\$650
956.000	Miscellaneous	\$227	\$449	\$500	\$400
958.000	Memberships & Dues	\$0	\$355	\$300	\$300
	Total	\$9,698	\$10,683	\$15,400	\$13,750

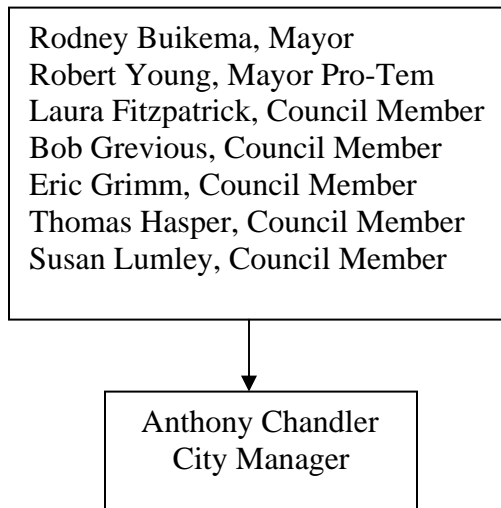
CITY ATTORNEY
Department 145

The City Attorney is responsible for representing the City in all litigation, prosecution and general legal matters. The City Attorney is appointed by City Council and works under the direction of the City Manager. The city is pursuing several options for legal services and will be reviewing proposals from local legal firms.

DEPT 145 – ATTORNEY

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
826.000	Legal Fees	\$21,655	\$31,560	\$17,800	\$17,500
827.000	Legal Fees - Special	\$19,966	\$14,721	\$1,000	\$3,500
828.000	Prosecution	\$11,610	\$22,976	\$8,000	\$8,000
829.000	Labor Attorney Fees	\$38,686	\$27,701	\$5,000	\$4,000
829.001	Labor Attorney Fees - Special	\$29,360	\$14,218		\$2,000
	Total	\$121,277	\$111,176	\$31,800	\$35,000

CITY MANAGER
Department 172



The City Manager, upon receiving direction and guidance from the City Council, is the Chief Administrative Officer of the City and is responsible for the daily operation of the City of Roosevelt Park. The City Manager is responsible for submitting the annual budget to the City Council for approval and then monitors the budget to ensure the City is operating within its means. The City Manager is responsible for all personnel matters and for ensuring the City is providing the level of services mandated by the citizens.

DEPT 172 – CITY MANAGER

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
705.000	Full-Time Employees	\$70,308	\$73,311	\$69,700	\$63,135
710.000	Car Allowance	\$3,600	\$0	\$3,600	\$3,600
714.000	Fringe Benefits	\$17,850	\$13,805	\$21,500	\$7,900
715.000	City's Share Social Security	\$5,375	\$5,614	\$5,200	\$4,900
718.000	City's Share Retirement	\$11,803	\$14,362	\$11,800	\$11,800
856.000	Meeting Expense	\$497	\$618	\$400	\$500
864.000	Conferences & Workshops	\$465	\$388	\$800	\$500
940.000	Cell Phone Rental	\$453	\$320	\$500	\$600
958.000	Memberships & Dues	\$634	\$446	\$600	\$200
	Total	\$110,985	\$108,864	\$114,100	\$93,135

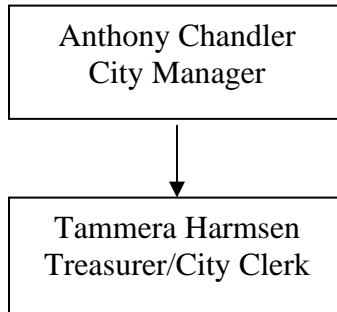
**ASSESSOR
Department 209**

The City of Roosevelt Park contracts with the Muskegon County Equalization Department for the assessing of all properties within the City. Assessments taken January 1st of each year determine the amount of revenue received by the City and the Downtown Development Authority from taxes levied on real and personal property. The Assessor monitors the issuance of building permits and other improvements made to property during the course of the year to ensure these are properly reflected on the annual assessment. The Assessor also assists with all tax appeals.

DEPT 209 - ASSESSOR

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
703.000	Board of Review - Per Diem	\$508	\$547	\$600	\$600
818.000	Contract Services	\$31,244	\$28,144	\$31,000	\$32,500
	Total	\$31,752	\$28,691	\$31,600	\$33,100

**CITY CLERK
Department 215**



The City Clerk is responsible for maintaining all vital records of the City. This requires the City Clerk to attend, prepare and maintain minutes of all City Council and DDA meetings. The Clerk or other City staff attend and prepare the minutes of all Planning Commission and Zoning Board of Appeals meetings. The City Clerk and staff also administer all Oaths of Office, perform voter registration transactions, conduct elections, issue business licenses and assist in the overall office operations.

In 2012, there will be at least three (3) major elections: the Presidential Primary, Primary and General Elections.

DEPT 215 – CITY CLERK

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
706.000	Full-time Employees	\$26,964	\$28,600	\$26,900	\$27,300
707.000	Part-time Employees	\$0	\$0	\$0	\$0
707.100	Salaries - Election Employees	\$934	\$2,784	\$2,000	\$5,000
714.000	Fringe Benefits	\$11,862	\$5,634	\$13,800	\$10,800
715.000	City's Share Social Security	\$2,049	\$2,197	\$2,100	\$2,100
718.000	City's Share Retirement	\$4,559	\$5,729	\$5,000	\$5,100
728.000	Election Supplies	\$1,464	\$2,303	\$1,200	\$1,400
809.000	Ordinance Codification	\$400	\$1,005	\$500	\$550
864.000	Conferences & Workshops	\$237	\$773	\$1,500	\$1,500
904.000	Printing	\$1,651	\$262	\$2,000	\$1,500
905.000	Publishing	\$2,251	\$5,900	\$5,100	\$5,000
940.000	Cell Phone Rental		\$200	\$0	\$0
955.000	Voting Machines	\$140	\$0	\$0	\$0
956.000	Miscellaneous	\$15	\$69	\$100	\$100
958.000	Memberships & Dues	\$118	\$80	\$200	\$200
	Total	\$52,644	\$55,536	\$60,400	\$60,550

PERSONNEL EXPENSES
Department 226

This section of the Budget tracks the expenses associated with providing health insurance and other post-employment benefits (OPEB) to the City’s retirees. It also has previously budgeted for any costs associated with testing potential new employees and related personnel matters.

In 2010 the city completed an actuarial study of the funding required for health insurance for retirees. This expense has been covered by an annual appropriation, on a “pay as you go basis”. The Governmental Accounting Standards Board (GASB) requires that this obligation be funded in the same manner as other retirement costs are currently funded. The actuarial study determined that the City starting in 2010 needs to set-aside a significant portion of current payroll to meet this GASB requirement. The implications of such an expense are significant and there is no indication of future relief.

Due to budget constraints the ICMA local match program in FY 2012 has been removed for non-union employees who participate in the ICMA 457 plan.

DEPT 226 – PERSONNEL

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
714.300	Retiree Insurances	\$80,548	\$194,776	\$61,000	\$61,000
718.100	ICMA Match	\$5,850	\$4,200	\$8,000	\$0
813.000	Personnel Evaluations	\$0	\$0	\$3,000	\$2,000
814.000	Tuition Reimbursements	\$0	\$0	\$0	\$0
818.000	Contract Services	\$0	\$0	\$0	\$0
	Total	\$86,398	\$198,976	\$72,000	\$63,000

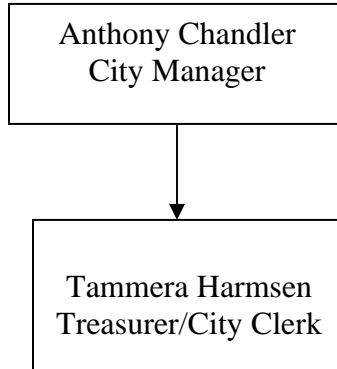
OFFICE OPERATIONS
Department 250

Line items within this section of the Budget contain the funds necessary for the general operation of City Hall that range from postage expenses to the annual cost for the audit. FY 2012 has a scheduled replacement of the laser printer that is used in City Hall for tax bills, voter registration cards, accounts payable and payroll. Several hard drives and monitors were replaced on City Hall computers during 2010 and in 2011 the city replaced the server that controls the City Hall computer system. An upgrade to a new model was also made to the main city hall printer/copier/scanner that is leased by the City. The auditing firm used in the past and present is Brickley DeLong from Muskegon.

DEPT 250 – OFFICE OPERATIONS

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
706.000	Full-time Employees	\$13,760	\$24,448	\$25,300	\$25,600
707.000	Part-time Employees	\$10,000	\$9,481	\$10,000	\$10,000
714.000	Fringe Benefits	\$12,926	\$9,541	\$13,000	\$17,100
715.000	City's Share Social Security	\$1,838	\$2,660	\$2,500	\$2,500
718.000	City's Share Retirement	\$4,031	\$4,838	\$4,000	\$4,800
727.000	Office Supplies	\$6,250	\$6,065	\$4,900	\$6,000
733.000	Postage	\$6,796	\$6,366	\$8,500	\$8,500
807.000	Audit Fees	\$13,175	\$14,555	\$14,500	\$14,500
815.100	Computer Soft - Purchase	\$0	\$0	\$0	\$0
815.200	Computer Hard - Purchase	\$1,657	\$24	\$2,800	\$1,500
819.000	Software Support	\$5,369	\$6,075	\$7,500	\$7,500
853.000	Telephone	\$4,227	\$7,800	\$6,800	\$6,800
866.000	Mileage Reimbursement	\$0	\$0	\$100	\$100
885.000	Insurance Bonds	\$0	\$0	\$0	\$0
903.000	Newsletter	\$2,456	\$1,532	\$2,300	\$2,000
932.000	Computers / Technology	\$708	\$2,470	\$2,000	\$2,000
934.000	Office Equipment Maintenance	\$1,002	\$864	\$2,000	\$6,000
959.000	Books & Periodicals	\$232	\$163	\$100	\$100
985.000	Misc. Equipment	\$0	\$900	\$1,000	\$2,000
	Total	\$84,427	\$97,781	\$107,300	\$117,000

TREASURER
Department 253



The Treasurer is responsible for accounting on all receipts and disbursements of City monies, in addition to overseeing such areas as employee insurance, personnel files, payroll and all pertinent or required reports. The Treasurer also serves as the support person for the City's financial system.

The Treasurer works with the City Manager and other key staff to identify ways to continually improve the City's financial condition. The Treasurer also assists the City Manager in identifying methods of financing for the various projects and improvements that are scheduled for implementation in the coming years.

DEPT 253 – TREASURER

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
706.000	Full-time Employees	\$27,295	\$29,740	\$26,900	\$27,300
707.000	Part-time employees	\$0	\$0	\$0	\$0
714.000	Fringe Benefits	\$12,110	\$5,530	\$14,200	\$10,800
715.000	City's Share Social Security	\$2,075	\$2,282	\$2,200	\$2,100
718.000	City's Share Retirement	\$4,559	\$5,729	\$4,900	\$5,100
815.100	Computer Soft - Purchase	\$0	\$0	\$0	\$0
864.000	Conferences & Workshops	\$1,697	\$1,399	\$1,500	\$1,500
940.000	Cell Phone Rental	\$160	\$180	\$500	\$600
956.000	Miscellaneous	\$151	\$0	\$100	\$100
958.000	Memberships & Dues	\$248	\$180	\$300	\$250
960.000	Bank Service Charges	\$0	\$95	\$100	\$100
961.000	Investment Fees	\$0	\$0	\$0	\$0
	Total	\$48,295	\$45,135	\$50,700	\$47,850

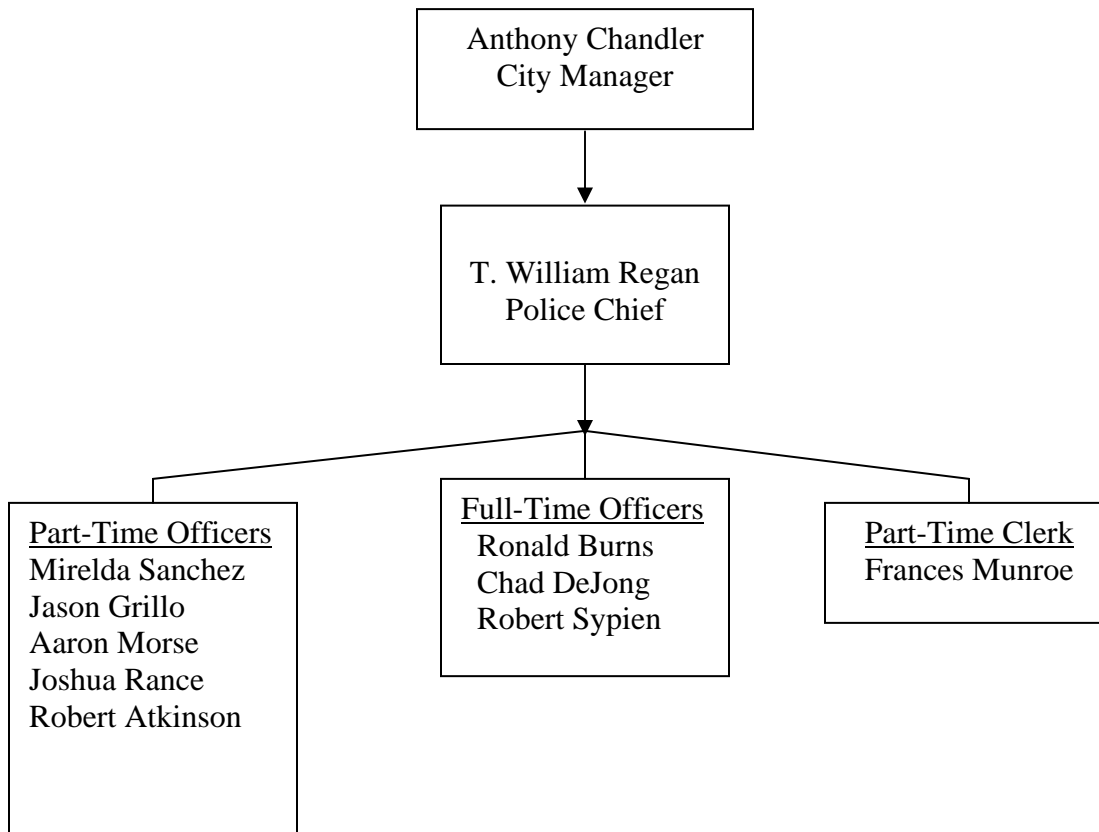
CITY HALL – GARAGE & GROUNDS
Department 265

This departmental budget contains funding for the physical operations and maintenance of the City Hall and other public facilities. The 2012 budget includes \$5,000 (Account # 835) for maintenance and \$5,000 (Account # 975) for improvements to City facilities. In 2010 all furnaces were inspected and general maintenance was performed to pro-long the service life of the heating system. Projects in FY 2011 included a new roof (shingles) on the pole building at the DPW site and new roofing for the community center and gazebo along with small-scale cosmetic improvements to City Hall. The main generator at City Hall was repaired and painted in 2011. Potential projects for 2012 consist of re-roofing and painting of the concession stand at Delmar Playfield and the replacement of window shades in the Community Center.

DEPT 265 – CITY HALL

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
726.000	Supplies & Materials	\$2,988	\$2,096	\$3,000	\$3,500
808.000	General Insurance	\$31,851	\$34,190	\$36,000	\$36,500
834.000	Building Cleaning	\$4,165	\$4,875	\$4,200	\$4,600
835.000	Building Maintenance	\$4,170	\$5,247	\$5,000	\$5,000
920.000	Utilities - Water & Sewer	\$0	\$0	\$0	\$0
921.000	Utilities - Electricity	\$8,028	\$13,052	\$10,000	\$13,000
922.000	Utilities - Gas	\$15,121	\$12,212	\$18,000	\$13,000
956.000	Miscellaneous	\$0	\$35	\$100	\$100
975.000	Building Improvements	\$3,684	\$2,617	\$10,000	\$5,000
	Total	\$70,007	\$74,324	\$86,300	\$80,700

POLICE DEPARTMENT
Department 301



As members of the Roosevelt Park Police Department our mission is to provide a professional community-oriented police service. The department is committed to creating and maintaining an active community partnership to assist citizens in identifying and solving problems to improve the quality of life in our neighborhoods. Ultimately, we are dedicated to protecting life and property while maintaining order to assure fair and equal treatment to everyone. The department consists of capable, caring individuals doing important and satisfying work for the citizens of our community. Therefore, we respect, trust, and support each other. We truly enjoy our work and take pride in our accomplishments.

The objectives of the Police Department are to patrol the streets and neighborhoods of the City, to respond to any citizen's call for service, to assist with all motor vehicle accidents, to investigate all criminal incidents, to work cooperatively with other area law enforcement agencies, and to provide an atmosphere of safety and security in Roosevelt Park. The City's Police Department consists of four full-time employees, seven part-time officers and one part-time police clerk. In 2012, the Police Department will continue enforcement of the City's laws and will work to ensure the welfare and safety of the community. Members of the department will accomplish this with a continued emphasis on training and professionalism by each officer and by the department as a whole.

DEPT 301 – POLICE

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
706.000	Full-time Employees	\$238,990	\$223,565	\$237,500	\$259,000
706.001	Part-time Employees (office)	\$0	\$0	\$15,000	\$18,200
707.000	Part-time Employees	\$70,508	\$101,196	\$67,000	\$60,000
708.000	Overtime	\$33,792	\$41,500	\$40,000	\$40,000
708.100	Holiday Pay	\$6,101	\$6,002	\$9,000	\$11,000
708.200	Witness Fees	\$30	\$0	\$100	\$0
708.300	Longevity	\$5,000	\$0	\$5,000	\$5,500
709.000	Clothing Allowance	\$4,546	\$2,304	\$2,000	\$2,000
713.000	Uniform Cleaning	\$549	\$201	\$600	\$300
714.000	Fringe Benefits	\$65,170	\$67,586	\$84,200	\$84,200
715.000	City's Share Social Security	\$27,783	\$28,061	\$26,200	\$30,000
718.000	City's Share Retirement	\$47,409	\$64,529	\$59,000	\$90,000
718.100	City's ICMA Match	\$7,530	\$10,260	\$10,000	\$8,000
727.000	Office Supplies	\$758	\$1,450	\$1,200	\$1,000
729.000	Photographic Supplies	\$75	\$0	\$100	\$0
741.000	Firearms Training	\$1,488	\$0	\$500	\$0
742.000	Operating Supplies	\$1,024	\$2,523	\$1,000	\$1,200
751.000	Gas & Oil	\$17,422	\$18,906	\$21,000	\$20,000
795.000	Operating Supplies (Vehicles)	\$313	\$629	\$600	\$200
840.000	Education & Training	\$588	\$281	\$1,000	\$200
841.000	State Funded Police Training	\$275	\$800	\$1,000	\$0
851.000	Equipment Maintenance	-\$278	\$1,056	\$1,800	\$1,000
855.000	Central Dispatch	\$44,511	\$37,715	\$38,000	\$38,000
856.000	Meeting Expense	\$50	\$281	\$200	\$1,000
864.000	Conferences & Workshops	\$0	\$1,140	\$800	\$1,500
870.000	Medical Lab Fee	\$525	\$864	\$500	\$500
882.000	Personnel Relations	\$2,250	\$30	\$100	\$0
935.000	Vehicle Repair & Maintenance	\$12,067	\$5,399	\$6,000	\$5,000
937.000	Vehicle Purchase/Refurbish	\$1,129	\$49,393	\$0	\$20,000
940.000	Cell Phone Rental	\$519	\$360	\$500	\$600
943.000	Equipment Rental	\$0	\$0	\$0	\$0
956.000	Miscellaneous	\$358	\$1,886	\$100	\$500
958.000	Memberships & Dues	\$125	\$125	\$100	\$200
977.000	New Equipment	\$6,232	\$339	\$1,700	\$5,000
	Total	\$596,839	\$668,380	\$631,800	\$704,100

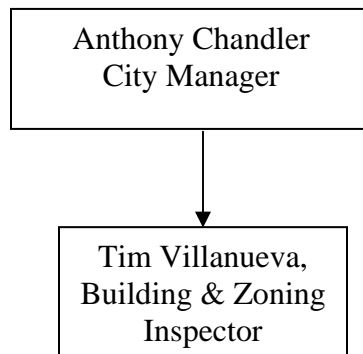
FIRE & EMS
Department 336

The City of Roosevelt Park has extended the long-term contractual relationship with the City of Norton Shores for fire and emergency medical services (EMS) to include an additional ten years. By contracting this service, Roosevelt Park does not have to directly finance the major capital expenditures associated with operating a full-scale fire department. For FY 2010, the following line item reflects the full cost of this contracted service that was negotiated over the past year. The Downtown Development Authority account still covers 25% of the costs and in prior years this expense has been split between this General Fund account and the DDA budget.

DEPT 336 – FIRE & EMS

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
818.000	Contract Services	\$293,057	\$293,197	\$207,800	\$200,000
	Total	\$293,057	\$293,197	\$207,800	\$200,000

INSPECTIONS
Department 387



The Building & Zoning Department is responsible for issuing permits for building, electrical, plumbing, and mechanical improvements made within the community. The Building & Zoning Department is also responsible for nuisance abatement and zoning enforcement matters. In addition to the inspections required by the State’s building codes, this department performs all inspections required by the City’s rental licensing ordinance. Rental inspections are performed on all registered rental properties annually and all property maintenance is enforced per the International Property Maintenance Code that has been adopted by the City. The Building and Zoning Inspector assists city staff with planning commission meetings and other boards such as the construction board of appeals and zoning board of appeals.

DEPT 387 – INSPECTIONS

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
707.000	Part-time Employees	\$32,073	\$36,459	\$28,000	\$28,000
714.000	Fringe Benefits	\$1,090	\$442	\$800	\$1,500
715.000	City's Share Social Security	\$2,961	\$2,814	\$2,400	\$2,200
818.000	Contract Services	\$1,983	\$1,545	\$500	\$2,000
818.500	Contract Services - Electric	\$7,579	\$5,748	\$6,000	\$4,000
818.600	Contract Services - Plumb	\$16,604	\$11,871	\$12,800	\$11,000
864.000	Conferences & Workshops	\$375	\$10	\$400	\$1,200
904.000	Printing	\$349	\$274	\$200	\$200
940.000	Cell Phone	\$519	\$360	\$500	\$600
943.000	Equipment Rental	\$0	\$1,000	\$1,000	\$1,000
958.000	Memberships & Dues	\$530	\$260	\$300	\$300
959.000	Books & Periodicals	\$210	\$275	\$200	\$400
985.000	Equipment Purchases	\$0	\$0	\$0	\$0
	Total	\$64,273	\$61,058	\$53,100	\$52,400

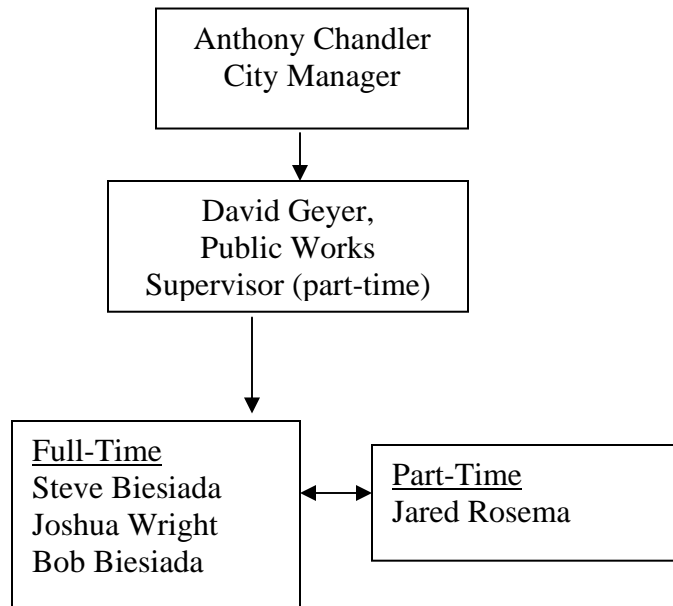
PLANNING COMMISSION / ZONING BOARD OF APPEALS
Department 400

The Planning Commission typically meets on the fourth Monday of every month to review and make recommendations on zoning issues and site plans and the Zoning Board of Appeals will meet on an as-needed basis. Funds are once again budgeted in FY 2012 to allow members of the Planning Commission to attend training workshops upon availability.

DEPT 400 – PLANNING COMMISSION & ZONING BOARD OF APPEALS

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
864.000	Conferences & Workshops	\$0	\$0	\$200	\$200
	Total	\$0	\$200	\$200	\$200

PUBLIC WORKS
Department 446



The Department of Public Works (DPW) staff is in place to monitor and maintain the City’s physical infrastructure; with the over-arching goal of improving the quality of life for the residents and business owners. To accomplish this end, the DPW will make every effort to ensure that all City-owned streets, sidewalks, park areas, playground equipment, and public utilities are maintained to their highest level. The DPW staff will focus on “working smarter” by responding to opportunities and threats as they occur; and by determining what needs to be done in a swift manner to maintain our performance level to a maximum. A Full-time worker was added in 2011 bringing the Full-time staffing level to three. In 2007 the DPW had a total of five Full-time staff.

DEPT 446 – PUBLIC WORKS

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
706.000	Full-time Employees	\$175,868	\$111,190	\$161,500	\$115,000
707.000	Part-time Employees	\$32,503	\$46,608	\$32,700	\$65,000
	Contractual Snow Plowing		\$0	\$0	\$0
708.000	Overtime	\$13,719	\$7,325	\$14,000	\$14,000
708.003	Longevity	\$1,661	\$0	\$2,000	\$2,500
713.000	Uniform Cleaning	\$1,645	\$1,684	\$1,600	\$2,000
714.000	Fringe Benefits	\$73,250	\$29,839	\$75,500	\$60,000
715.000	City's Share Social Security	\$16,296	\$13,441	\$15,500	\$15,500
718.000	City's Share Retirement	\$27,021	\$23,874	\$23,700	\$27,000
726.000	Supplies & Materials	\$1,960	\$3,940	\$2,000	\$2,500
732.000	Planting Trees	\$0	\$1,450	\$1,000	\$1,400

818.000	Contract Services	\$0	\$4,970	\$0	\$1,500
840.000	Education & Training	\$0	\$30	\$200	\$200
851.000	Radio Maintenance	\$0	\$0	\$100	\$100
864.000	Conferences & Workshops	\$120	\$130	\$200	\$150
881.000	Holiday Decorations	\$0	\$324	\$500	\$300
924.000	Electricity - Street Lighting	\$52,418	\$41,588	\$47,500	\$44,500
926.000	Street Lighting - Improvement	\$0	\$0	\$0	\$0
940.000	Pager /Cell Phone rental	\$375	\$381	\$500	\$500
943.000	Equipment Rental	\$15,250	\$13,421	\$11,000	\$12,000
956.000	Miscellaneous	\$425	\$1,994	\$500	\$500
958.000	Memberships & Dues	\$533	\$55	\$200	\$350
	Total	\$413,044	\$302,243	\$390,200	\$365,000

SIDEWALKS **Department 449**

Due to financial restraints to the general fund the amount budgeted for sidewalk replacement has not increased significantly in recent years. Requests to replace sidewalks will be closely evaluated and most of the work will be done using city staff. Only the more obvious or unsafe sections of sidewalk will be replaced as the total budget amount remains the same for FY 2012.

DEPT 449 - SIDEWALKS

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
818.000	Contract Services	\$340	\$0	\$3,000	\$3,000
943.000	Equipment Rental	\$502	\$4	\$2,000	\$2,000
	Total	\$842	\$4	\$5,000	\$5,000

SANITATION **Department 521**

The City provides sanitation collection service to its residents in part through a contract with RMS Disposal that will expire after next year. A scheduled increase of 2% is budgeted for contracted sanitation services. Under the contract, RMS will provide “typical” residential trash or garbage pick-up on a weekly basis providing each residence with a 95 gallon container. This service contract also includes year round weekly recycling and yard waste removal for residents from April - November. Brush chipping and heavy/bulk item removal services will continue on a weekly basis and is performed by the DPW.

DEPT 521 - SANITATION

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
818.000	Contract Services	\$161,969	\$166,142	\$169,900	\$175,000
943.000	Equipment Rental	\$13,883	\$13,422	\$9,000	\$8,000
956.000	Miscellaneous	\$947	\$1,786	\$1,000	\$0
	Total	\$176,799	\$181,350	\$179,900	\$183,000

PARKS, RECREATION & CONCESSIONS
Department 690

As in FY 2012, the City will provide limited recreational services beyond the on-going maintenance of its nine municipal parks. The City removed an old slide and replaced it with a new play structure at Wells Park “tot lot” in 2010 in addition to improvements to several swing sets and new fencing at Delmar Park. Some plans were approved to reconfigure the ball fields at Delmar and RPYA will be taking on the project. Tennis court maintenance will be a major project for 2012 as the city applied for grant funding to assist with the resurfacing of the four courts located at the Community Park. FY 2012 has \$15,500 allocated under capital improvements to cover the City’s share of the recreation grant. The Arts and Craft program and Music in the Park at the Community Park was well attended during 2011 and funds are budgeted for the program to continue in 2012.

DEPT 690 – PARKS, RECREATION, & CONCESSIONS

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
707.200	Seasonal Employees Programs	\$1,260	\$1,259	\$1,000	\$1,300
714.000	Fringe Benefits	\$39	-\$4	\$100	\$100
715.000	City's Share Social Security	\$96	\$96	\$100	\$100
726.000	Supplies & Materials	\$5,760	\$2,730	\$500	\$1,500
734.000	Products	\$0	\$0	\$0	\$0
818.000	Contract Services	\$7,350	\$9,045	\$6,000	\$8,000
822.000	Construction Services	\$0	\$0	\$0	\$0
835.000	Building Maintenance	\$322	\$691	\$500	\$500
892.000	RP Youth Athletics	\$0	\$0	\$0	\$0
893.000	Norton Shores Rec. Subsidy	\$930	\$1,900	\$1,700	\$1,700
921.000	Utilities - Electric	\$3,640	\$3,088	\$3,700	\$3,500
922.000	Utilities - Gas	\$2,505	\$2,345	\$3,500	\$3,000
933.000	Playground Equip. Repair	\$98	\$172	\$500	\$600
943.000	Equipment Rental	\$18,531	\$19,613	\$12,800	\$8,500
956.000	Miscellaneous	\$0	\$90	\$100	\$100
970.000	Capital Improvements	\$7,622	\$12,843	\$20,000	\$15,500
976.000	Music in the Park	\$900	\$900	\$1,000	\$1,000
	Total	\$49,053	\$54,768	\$51,500	\$45,400

GENERAL FUND OTHER
Department 730

This account is set up to fund expenses used for dues and membership fees to participate in and receive services from other entities. Muskegon Area Transit System (MATS) operates the bus service throughout greater Muskegon area. West Michigan Shoreline Regional Development Commission (WMSRDC) is the local Metropolitan Planning Organization that distributes the transportation funds received from State and Federal sources. Muskegon Area First is a county-wide economic development agency that works to bring together public/private partnerships to bolster economic activity. The Michigan Municipal League advocates for municipalities at the state level to ensure state policy is favorable towards municipal interests.

DEPT 730 – GENERAL FUND OTHER

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
887.000	MATS Operation	\$6,205	\$5,688	\$6,400	\$6,500
888.000	West MI. Shoreline Dev. Comm.	\$1,560	\$260	\$1,600	\$1,600
889.000	Muskegon Area First	\$6,109	\$6,109	\$6,200	\$6,350
890.000	Michigan Municipal League	\$2,653	\$2,403	\$2,500	\$2,500
894.000	Gypsy Moth Spraying	\$6,450	\$0	\$0	\$0
	Total	\$22,977	\$14,460	\$16,700	\$16,950

TRANSFER TO OTHER FUND
Department 990

FY 2012 will anticipate a transfer of \$80,000 from the General Fund into Local Streets to cover the cost associated with a Local Street project to be determined by Council. Other potential transfers may arise due to the expenditure associated with the Glenside Phase III project scheduled for 2012.

DEPT 990 – TRANSFER TO OTHER FUND

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
999.100	Transfer to Major Streets	\$0	\$0	\$0	\$0
999.200	Transfer to Local Streets	\$0	\$84,100	\$80,000	\$80,000
	Total	\$0	\$84,100	\$80,000	\$80,000

TOTAL GENERAL FUND EXPENDITURES

2009 Actual	2010 Actual	2011 Budget	2012
\$2,232,367	\$2,390,927	\$2,185,800	\$2,196,135

General Fund - Fund Balance Amounts

Fund Balance 11-30-02	\$386,378
Fund Balance 11-30-03	\$320,667
Fund Balance 11-30-04	\$326,190
Fund Balance 11-30-05	\$364,044
Fund Balance 11-30-06	\$480,866
Fund Balance 11-30-07	\$660,864
Fund Balance 11-30-08	\$836,139
Fund Balance 11-30-09	\$924,371
Fund Balance 11-30-10	\$792,300

MAJOR STREET FUND

Fund 202

The Major Street Fund consists of revenues received from the State of Michigan Gas and Weight Tax (Act 51) and not from local property taxes. This fund is for the maintenance of streets designated as “Major” by the Michigan Department of Transportation. According to the latest Act 51 report, the city has 4.51 miles designated as Major streets. This fund covers the purchase of road salt and since 2008 the City has purchased road salt through the State MI Deal program at a considerable savings. The proposed 2012 budget (Dept. 451, Account # 820 & # 822) includes funding for engineering and construction for the Glenside Phase III project. The 2012 Budget includes the TIP grant revenue of \$369,000 to assist with the construction cost as engineering is not eligible for grant funding. Once Glenside Phase III is complete the Major Street fund will regenerate any additional revenue to fund the next project slated for a future year.

FUND 202 – REVENUES

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
569.000	Gas & Weight Tax	\$143,252	\$143,419	\$142,900	\$141,500
570.000	Build Michigan Program	\$5,289	\$5,287	\$5,200	\$5,250
571.000	Surface Transportation Rev.	\$696,930	\$0	\$0	\$369,000
572.000	Winter Maintenance Pay	\$0	\$0	\$1,000	\$0
665.000	Interest on Investments	\$797	\$886	\$1,500	\$1,000
665.100	Gain (loss) on investments	-\$238	\$511	\$0	\$0
672.000	(METRO)	\$10,245	\$10,493	\$10,100	\$10,000
678.000	Reimbursements	\$0	\$0	\$0	\$0
694.000	Miscellaneous Revenues	\$0	\$0	\$0	\$0
698.000	Grant Revenue	\$0		\$0	\$0
699.000	Transfer from Other Fund	\$175,000		\$0	\$0
	Total	\$1,031,275	\$160,595	\$160,700	\$526,750

FUND 202 – EXPENDITURES

DEPT. 451 – CONSTRUCTION

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
818.000	Contract Services	\$0	\$0	\$0	\$0
820.000	Engineering	\$135,201	\$950	\$45,300	\$68,000
822.000	Construction	\$949,552	\$4,032	\$0	\$638,000
	Total	\$1,084,753	\$4,981	\$0	\$706,000

DEPT. 463 – ROUTINE MAINTENANCE

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
726.000	Supplies & Materials	\$1,367	\$1,056	\$3,500	\$4,200

818.000	Contract Services	\$1,078	\$18,606	\$2,500	\$2,500
942.000	Office & Garage Rental	\$3,850	\$3,850	\$3,900	\$4,000
943.000	Equipment Rental	\$5,021	\$3,071	\$4,500	\$4,500
	Total	\$11,316	\$26,583	\$14,400	\$15,200

DEPT. 474 – TRAFFIC SERVICES

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
730.000	Traffic Control Supplies	\$595	\$230	\$500	\$500
775.000	Traffic Signals-Electricity	\$3,432	\$3,814	\$4,000	\$2,600
818.000	Contract Services	\$2,278	\$3,308	\$3,000	\$2,750
925.000	Signal Charges - Railroad	\$760	\$0	\$800	\$760
	Total	\$7,065	\$7,352	\$8,300	\$6,610

DEPT. 478 – WINTER MAINTENANCE

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
731.000	Rock Salt	\$4,766	\$4,564	\$3,000	\$4,555
943.000	Equipment Rental	\$15,950	\$8,228	\$15,000	\$11,500
	Total	\$20,716	\$12,792	\$18,000	\$16,055

DEPT. 484 - ADMINISTRATION

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
825.000	Administrative Fee	\$31,586	\$13,814	\$15,500	\$15,000
961.000	Investment Fee	\$0	\$0	\$0	\$0
990.000	Labor Transfer	\$46,439	\$22,536	\$42,000	\$50,000
990.002	Transfer to Local Streets	\$0	\$10,000	\$5,000	\$0
	Total	\$78,025	\$46,350	\$62,500	\$65,000

DEPT. 487 – CARE OF TREES

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
818.000	Contract Services	\$2,850	\$4,230	\$5,500	\$5,000
943.000	Equipment Rental	\$784	\$144	\$500	\$500
	Total	\$3,634	\$4,374	\$6,000	\$5,500

DEPT. 488 – CONSTRUCTION & REPAIR

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
726.000	Supplies & Materials	\$0	\$0	\$200	\$500
818.000	Contract Services	\$0	\$0	\$0	\$0
820.000	Engineering (Permits/Fees)	\$2,000	\$0	\$2,600	\$0
943.000	Equipment Rental	\$23	\$561	\$1,000	\$1,000
	Total	\$2,023	\$561	\$3,800	\$1,500

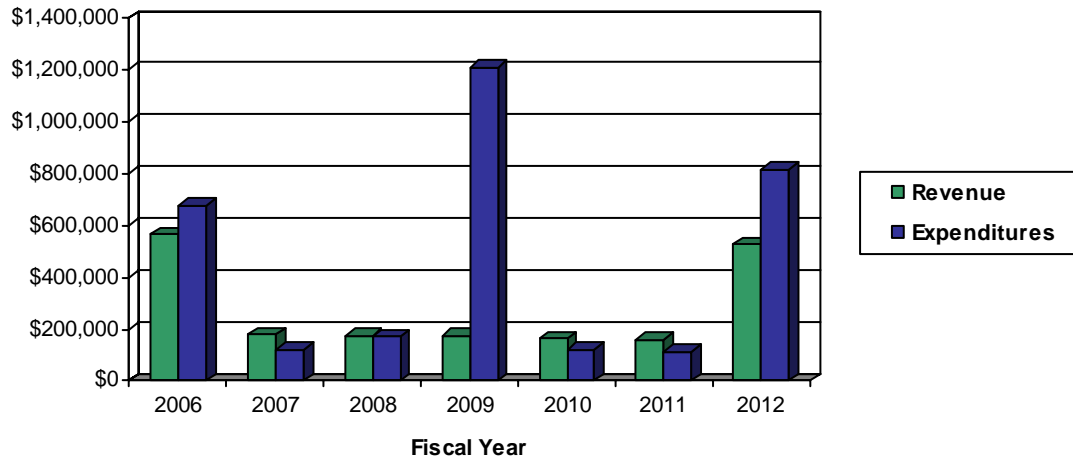
TOTAL MAJOR STREETS EXPENDITURES

2009 Actual	2010 Actual	2011 Budget	2012
\$1,207,532	\$102,992	\$113,000	\$815,865

Major Street Fund – Fund Balance Amounts

Fund Balance 11-30-03	\$202,018
Fund Balance 11-30-04	\$176,311
Fund Balance 11-30-05	\$214,562
Fund Balance 11-30-06	\$100,487
Fund Balance 11-30-07	\$160,514
Fund Balance 11-30-08	\$220,984
Fund Balance 11-30-09	-\$13,909
Fund Balance 11-30-10	\$43,693

Major Street Fund Activity



LOCAL STREET FUND

Fund 203

The Local Street Fund consists of revenues received from the State of Michigan Gas and Weight Tax (Act 51). This fund is for the maintenance of streets designated as “Local” by the Michigan Department of Transportation. Due to the primary residential character of Roosevelt Park the majority of our streets fall into the “Local” category with 9.49 miles total. Streets designated as “Local” are not eligible for State or Federal grant money used for reconstruction.

In FY 2012, the revenues for local streets (other than the transfer) are not expected to change much from their 2011 levels. Expenditures in 2011 were up slightly due to the Post Road project. With respects to road maintenance, the City will continue to investigate other alternatives to funding the repair or reconstruction of Local Streets, as Act 51 funding will never be sufficient to handle this challenge. Current data compiled by WMSRDC as a result of a road survey lists the street surfaces and the priority level to repair. In 2011 the city was able to resurface two segments of Woodside Road and one segment of Sherwood Road using funds transferred from the General Fund. The 2012 Budget contains funding for a street resurfacing project as a transfer from the General Fund in the amount of \$80,000. Although the Glenside Phase III project may consume this funding in 2012. Any reserves will be collected in the Fund Balance for future road projects.

FUND 203 – REVENUES

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
569.000	Gas & Weight Tax	\$54,723	\$54,796	\$55,700	\$53,500
570.000	Build Michigan Program	\$2,021	\$2,020	\$2,000	\$1,800
572.000	Winter Maintenance Pmt	\$0	\$0	\$0	\$0
665.000	Interest on Investments	\$472	\$303	\$1,000	\$300
665.100	Gain (loss) on investments	-\$48	\$102	\$0	\$50
676.300	From General Fund		\$84,100		\$80,000
691.000	Transfers from Major Street	\$0	\$10,000	\$5,000	\$0
695.000	Grant Revenue		\$87,357		\$0
699.000	Transfer from other Fund	\$44,181	\$0	\$80,000	\$0
594.000	Miscellaneous Revenue	\$0	\$0	\$0	\$0
	Total	\$101,349	\$238,678	\$143,700	\$135,650

FUND 203 – EXPENDITURES DEPT. 451 – CONSTRUCTION

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
818.000	Contract Services	\$10,264	\$135,331	\$75,000	\$75,000
820.000	Engineering	\$462	\$43,644	\$5,000	\$5,000
	Total	\$10,726	\$178,975	\$80,000	\$80,000

DEPT. 463 – ROUTINE MAINTENANCE

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
726.000	Supplies & Materials	\$179	\$1,918	\$500	\$550
818.000	Contract Services	\$0	\$0	\$0	\$0
942.000	Office & Garage Rental	\$1,800	\$1,800	\$2,000	\$2,000
943.000	Equipment Rental	\$3,669	\$1,585	\$3,000	\$2,800
	Total	\$5,648	\$5,303	\$5,500	\$5,350

DEPT. 474 – TRAFFIC SERVICES

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
730.000	Traffic Control Supplies	\$329	\$134	\$300	\$400
	Total	\$329	\$134	\$300	\$400

DEPT. 478 – WINTER MAINTENANCE

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
731.000	Road Salt/Sand	\$2,856	\$7,752	\$1,000	\$2,000
943.000	Equipment Rental	\$9,327	\$5,545	\$11,000	\$9,500
	Total	\$12,183	\$13,297	\$12,000	\$11,500

DEPT. 484 – ADMINISTRATION

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
825.000	Administrative Fee	\$8,874	\$13,599	\$6,000	\$4,500
961.000	Investment Fees	\$0	\$0	\$0	\$0
990.000	Labor Transfer	\$35,422	\$17,215	\$33,000	\$30,000
	Total	\$44,296	\$30,814	\$39,000	\$34,500

DEPT. 487 – CARE OF TREES

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
818.000	Contract Services	\$6,267	\$1,600	\$3,000	\$3,000
943.000	Equipment Rental	\$591	\$599	\$500	\$500
	Total	\$6,858	\$2,199	\$3,500	\$3,500

DEPT. 488 – STORM DRAIN CONSTRUCTION & REPAIR

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
726.000	Supplies & Materials	\$0	\$0	\$250	\$200
818.000	Contract Services	\$0	\$0	\$250	\$0
820.000	Engineering	\$0	\$0	\$250	\$0
943.000	Equipment Rental	\$109	\$576	\$250	\$200
	Total	\$109	\$576	\$1,000	\$400

DEPT. 990 – TRANSFER TO OTHER FUND

990.000	Debt Service Fund	\$0	\$0	\$0	\$0
	Total	\$0	\$0	\$0	\$0

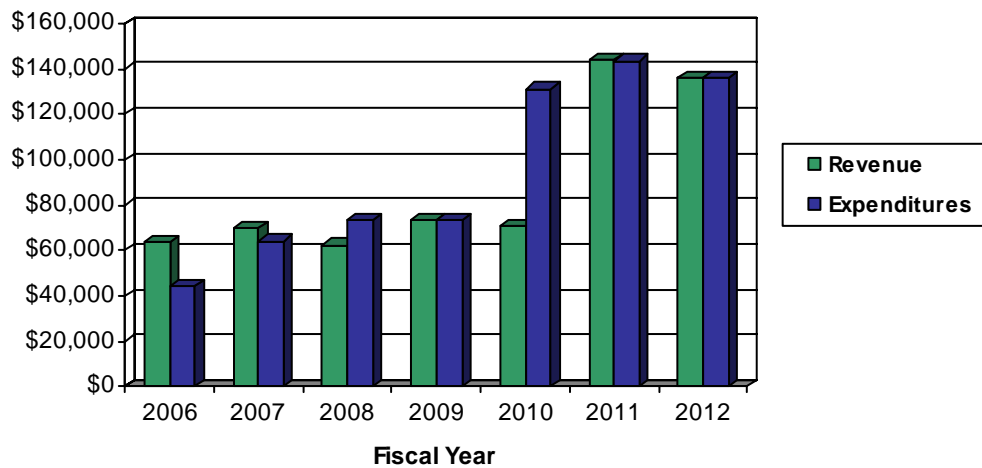
TOTAL LOCAL STREETS EXPENDITURES

2009 Actual	2010 Actual	2011 Budget	2012
\$80,149	\$231,299	\$141,300	\$135,650

Local Streets Fund – Fund Balance Amounts

Fund Balance 11-30-03	\$48,454
Fund Balance 11-30-04	\$50,356
Fund Balance 11-30-05	\$49,276
Fund Balance 11-30-06	\$68,874
Fund Balance 11-30-07	\$74,697
Fund Balance 11-30-08	\$74,697
Fund Balance 11-30-09	\$84,714
Fund Balance 11-30-10	\$92,092

Local Street Fund Activity



Roosevelt Park Day Fund 235

Roosevelt Park Day is an annual community celebration put on by the City of Roosevelt Park with the assistance of many groups, several businesses, individuals and residents who volunteer their time to ensure a great event. This fun-filled day includes a 5-K run, parade, an arts and crafts fair, games, food and entertainment of various kinds. Roosevelt Park Day is a source of pride where residents can showcase their community.

The Roosevelt Park Day fund is operated as an independent fund and is designed to be self-sustaining. This festival is funded through revenues raised by the sale of game tickets, booth rentals, sale of Roosevelt Park memorabilia and donations. Roosevelt Park Day is not supported by the City's General Fund and is only possible through the hard work of the many volunteers and the kind donations made by businesses within the community.

The budget outlined below does not anticipate any significant change in the expenditure amount but can accommodate new events and activities for Roosevelt Park Day in 2012. If it is determined that special activities and events will be added next year the budget will be amended accordingly.

FUND 235 - REVENUES

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
653.000	Income from Games	\$2,979	\$4,497	\$4,200	\$4,350
665.000	Interest on Investments		\$72		
667.000	Booth Rental	\$3,275	\$3,000	\$3,500	\$3,000
675.000	Donations	\$4,050	\$8,055	\$10,000	\$7,700
692.000	Miscellaneous Sales	\$0	\$0	\$100	\$0
	Total	\$10,304	\$15,624	\$17,800	\$15,050

FUND 235 – EXPENDITURES

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
726.000	Supplies & Materials	\$1,492	\$1,346	\$3,000	\$3,000
735.000	Games	\$9,153	\$6,984	\$9,000	\$7,200
736.000	Prizes	\$370	\$363	\$400	\$400
818.000	Contract Services	\$3,900	\$3,568	\$4,000	\$4,000
886.000	Civic Promotion	\$167	\$835	\$300	\$150
905.000	Publishing	\$500	\$440	\$300	\$250
	Total	\$15,582	\$13,535	\$17,000	\$15,000

Roosevelt Park Day Fund – Fund Balance Amounts

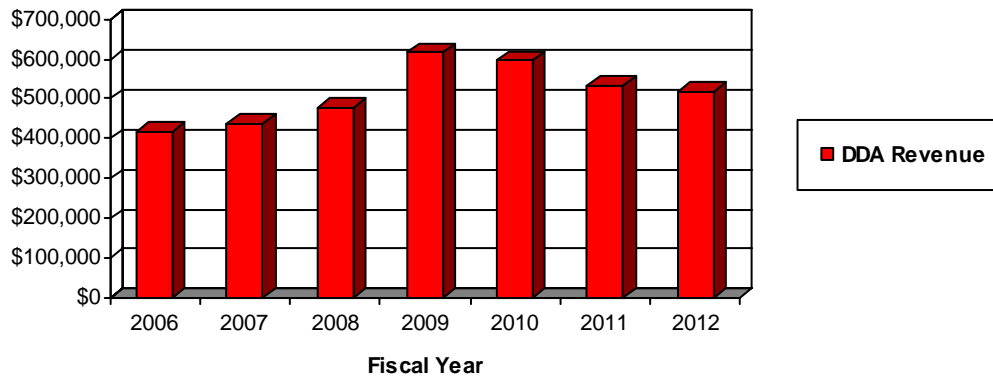
Fund Balance 11-30-01	\$4,575
Fund Balance 11-30-02	\$6,756
Fund Balance 11-30-03	\$8,366
Fund Balance 11-30-04	\$11,650
Fund Balance 11-30-05	\$14,570
Fund Balance 11-30-06	\$13,875
Fund Balance 11-30-07	\$19,290
Fund Balance 11-30-08	\$21,290
Fund Balance 11-30-09	\$29,934
Fund Balance 11-30-10	\$27,245

Downtown Development Authority Fund 248

The Downtown Development Authority (DDA) was formed by the City of Roosevelt Park in 1998. The DDA is an independent entity governed by a Board of Directors appointed and approved by the City. This Board of Directors includes the Mayor and eight board members who consist of property owners or tenants representing the district and current council members. This Authority was initiated to assist the City's downtown area in its efforts to facilitate and promote new economic development within the Roosevelt Park DDA district. The formation of a DDA allows for alternative approaches towards financing the capital improvements necessary to attract or facilitate new development within a community's downtown district. One approach includes the Façade Grant Program which has been very busy in 2011 with seven applications and roughly \$60,000 reimbursed to the applicants who have completed their respective projects. A maximum reimbursement of \$15,000 per application is allowed under the program guidelines.

The DDA will experience less revenue in 2012 as property values continue to slide downward, affecting the overall amount of tax captured within the DDA district. The DDA Fund will continue the practice of reimbursing the General Fund for certain services provided to the DDA and/or within the DDA district. This assistance from the DDA has been and continues to be critical to balancing the General Fund Budget. The debt on the bond payment for the Broadway streetscape project will increase \$20,000 in 2012. The DDA Fund has also accounted for the initial preparation to redevelop the former DPW site and a future project will include the full redevelopment of the former DPW site that began in 2011 with the demolition and removal of two buildings and adjacent paved parking area.

DDA Revenue



FUND 248 - REVENUES

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
402.000	Current Real Property Tax	\$609,274	\$583,157	\$530,000	\$515,000
437.000	IFT & CFT Taxes		\$30,871		
665.000	Interest on Investments	\$7,643	\$1,567	\$4,000	\$2,000
665.100	Gain (loss) on Investments	\$0	\$0	\$0	
679.000	Insurance Claims	\$0	\$0	\$0	
695.001	Bond Proceeds		\$114,900		
695.300	Other Revenue - Fund Bal.		\$0	\$0	
	Total	\$616,917	\$730,495	\$534,000	\$517,000

FUND 248 - EXPENDITURES
DEPT. 451 - CONSTRUCTION

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
818.000	Contract Services - Eng&Arch	\$6,598	\$24,777	\$15,000	\$6,000
818.004	Broadway Streetscape	\$21,065	\$19,712	\$15,000	\$15,000
818.005	Oak Ridge Rd Construction	\$0	\$0	\$0	\$0
818.006	Towne Center Development	\$0	\$0	\$0	\$0
818.007	Sherman Blvd. Water Main	\$0	\$0	\$0	\$0
818.008	Façade Imp. Program	\$61,205	\$58,396	\$80,000	\$55,000
818.009	Relocate DPW Facility	\$479,881	\$36,716	\$0	\$0
818.010	Other Construction	\$0	\$49,667	\$25,000	\$50,000
818.011	Property Purchase		\$133,071		\$38,500
	Total	\$568,749	\$322,339	\$135,000	\$164,500

DEPT. 990 – TRANSFER TO OTHER FUND

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
999.101	Transfer - General Fund	\$154,000	\$156,000	\$156,000	\$156,000
999.300	Gen Fund - Reimburse Admin	\$0	\$0	\$2,500	\$0
990.000	Transfer - Debt Service Fund	\$138,558	\$155,783	\$157,000	\$177,000
999.000	Reserve - Property Purchase	\$0	\$0	\$50,000	\$0
	Total	\$292,558	\$311,783	\$365,500	\$333,000

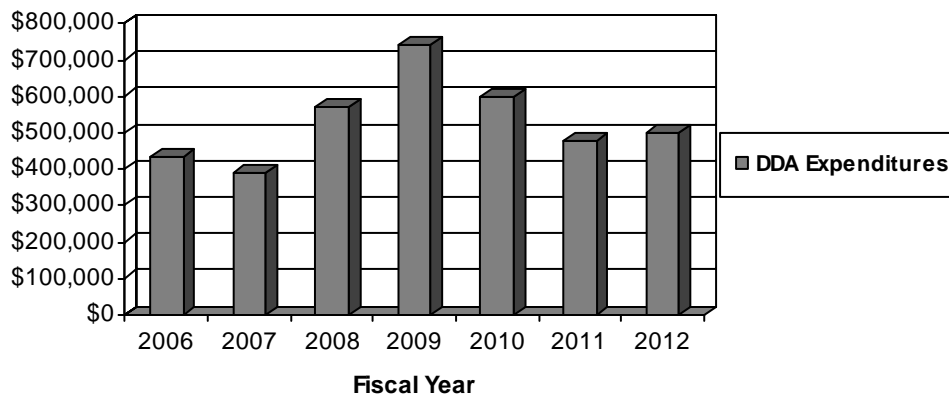
TOTAL DDA EXPENDITURES

2009 Actual	2010 Actual	2011 Budget	2012
\$861,307	\$634,121	\$475,500	\$497,500

DDA Fund – Fund Balance Amounts

Fund Balance 11-30-03	\$81,000
Fund Balance 11-30-04	\$103,773
Fund Balance 11-30-05	\$363,413
Fund Balance 11-30-06	\$220,748
Fund Balance 11-30-07	\$220,748
Fund Balance 11-30-08	\$302,369
Fund Balance 11-30-09	-\$132,810
Fund Balance 11-30-10	\$96,627

DDA Expenditures



DEBT SERVICE FUND
Fund 301

This fund serves as a clearing fund by collecting the revenue from the DDA Fund just prior to dispersing the interest and principal payments. The fund also accounts for the interest and retirement of any principle on long-term debt in the Sewer Fund and Water Fund. The payment amounts were established during the respective bond issue.

FUND 301 - REVENUES

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
665.000	Interest on Investments	\$0	\$0	\$0	\$0
990.000	Transfer from DDA Fund	\$138,558	\$155,729	\$157,000	\$177,000
990.001	Transfer from Sewer Fund	\$0	\$0	\$27,000	\$27,700
990.002	Transfer from Water Fund	\$0	\$0	\$37,800	\$39,700
	Total	\$138,558	\$155,729	\$221,800	\$244,400

FUND 301 - EXPENDITURES

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
968.200	Principal - DDA Bonds	\$75,000	\$95,000	\$100,000	\$125,000
968.300	Interest - DDA Bonds	\$63,558	\$60,783	\$57,000	\$53,000
	Principal - 2007 Bonds	\$0	\$0	\$40,000	\$44,000
	Interest - 2007 Bonds	\$0	\$0	\$24,800	\$22,400
	Total	\$138,558	\$155,783	\$221,800	\$244,400

SEWER FUND

Fund 590

A substantial increase in the wholesale sewage treatment rate (21.5%) adopted by the County in 2011 has caused the City to increase the retail sewer rates by 20%. The high cost of sewage treatment coupled with the on-going groundwater problem has impacted the short-term sewage treatment costs. Not only has Roosevelt Park been impacted by the adjustments in the sewage treatment rate charged by the County as a result of reduced industrial flows, but we also have the internal trend of increases in flows due to ground water infiltrating our sanitary system. In 2011, the City metered and invoiced our customers 125,000,000 gallons of sewer but the City was metered and invoiced from the County for the treatment of 223,000,000 gallons of sewer. The difference of 98,000,000 gallons is a result of ground water infiltration that is being treated at the County Wastewater Facility at the same rate as actual sewer water. Unless the groundwater infiltration problem is corrected, our customers will continue to pay for the treatment of groundwater as sewerage and will continue to pay some of the highest commodity rates in the County. The City must seriously consider making the necessary improvements to the City's sewer and storm water infrastructure to mitigate the rising costs of treatment. However a majority of the revenue received for sewer is used to pay the monthly bill for treatment and is not sufficient to effectively deal with the long-term problem of ground water infiltration.

FUND 590 – REVENUES

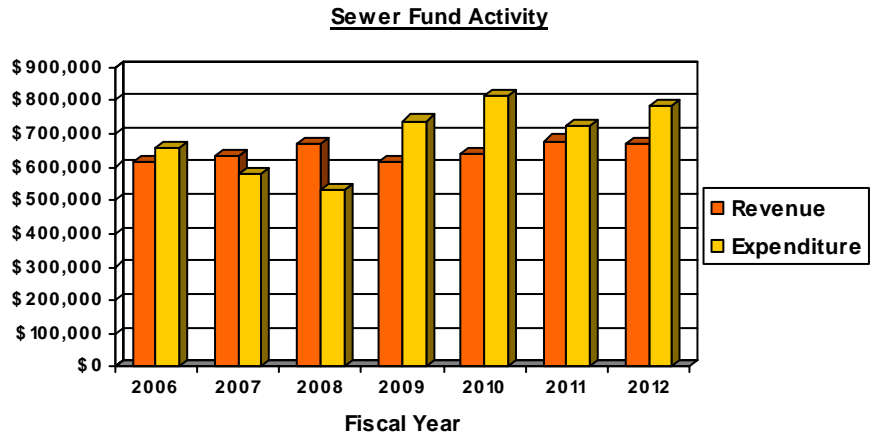
Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
643.000	Sewage Service	\$690,645	\$713,765	\$660,000	\$656,000
644.000	Penalties	\$9,381	\$10,033	\$9,700	\$10,000
645.000	Sewer Connections	\$0	\$0	\$5,000	\$0
645.200	Meter Sales	\$345	\$0	\$300	\$0
647.000	Sewer Permits	\$0	\$0	\$100	\$0
665.000	Interest on Investments	\$1,726	\$1,277	\$3,000	\$1,000
665.100	Gain (Loss) on Investments	-\$64	\$178	\$0	\$0
674.000	Contributed Capital	\$0	\$65,519	\$0	\$0
694.000	Miscellaneous Revenues	\$0	\$0	\$0	\$0
	Total	\$702,033	\$790,771	\$678,100	\$667,000

FUND 590 – EXPENDITURES

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
726.000	Supplies & Materials	\$0	\$104	\$300	\$500
745.000	Tools	\$0	\$0	\$100	\$200
749.000	Sewer Connection Material	\$4,741	\$0	\$4,000	\$3,000
801.000	Wastewater Disposal	\$292,258	\$222,541	\$327,300	\$298,249
801.001	Interceptor Bond 17M	\$56,960	\$46,845	\$57,100	\$66,676
801.002	Collection System Bonds 1a	\$36,576	\$31,808	\$37,500	\$44,776
801.003	Collection System Bonds 1b	\$46,468	\$24,399	\$54,000	\$35,698

801.004	66" Force Main Bonds 1& 2	\$10,651	\$66,384	\$49,500	\$95,040
815.100	Computer Software	\$0	\$0	\$4,000	\$1,000
818.000	Contractual Services	\$21,445	\$28,856	\$16,000	\$20,000
818.300	Contractual Repair	\$0	\$0	\$0	\$2,000
819.000	Software Support	\$660	\$660	\$700	\$750
820.000	Engineering	\$914	\$0	\$1,000	\$1,000
825.000	Administrative Fee	\$105,315	\$108,788	\$99,300	\$100,050
856.000	Meeting Expense	\$50	\$0	\$100	\$100
904.000	Printing	\$96	\$179	\$100	\$100
923.000	Electricity - GWP	\$3,819	\$3,752	\$3,500	\$3,900
930.000	GWP - Repair	\$631	\$519	\$1,500	\$2,000
942.000	Office & Garage Rental	\$13,400	\$13,400	\$13,400	\$13,400
943.000	Equipment Rental	\$7,000	\$6,000	\$4,000	\$4,000
956.000	Miscellaneous	\$0	\$147	\$100	\$150
958.000	Memberships & Dues	\$146	\$2,000	\$2,000	\$60
961.000	Investment Fees	\$0	\$0	\$0	\$0
968.000	Amoritzation	\$0	\$0	\$0	\$0
968.100	Depreciation	\$43,393	\$43,393	\$0	\$40,500
962.000	Uncollected Revenue Exp.	\$0	\$0	\$0	\$0
990.00	Labor Transfer	\$31,178	\$22,981	\$20,500	\$25,000
990.001	Transfer - Debt Service Fund	\$0	\$0	\$27,050	\$27,700
993.000	2.3M Bond - 1992	\$0	\$0	\$0	
997.000	23M Bond - 1989	\$0	\$0	\$0	
998.000	23M Bond - 1996	\$0	\$0	\$0	
999.500	Transfer - Construction Fund	\$0	\$0	\$0	
	Total	\$675,701	\$622,755	\$723,050	\$785,849

Fund Balance 11-30-01	\$448,800
Fund Balance 11-30-02	\$572,385
Fund Balance 11-30-03	\$742,005
Fund Balance 11-30-04	\$665,847
Fund Balance 11-30-05	\$434,281
Fund Balance 11-30-06	\$448,411
Fund Balance 11-30-07	\$477,011
Fund Balance 11-30-08	\$455,417
Fund Balance 11-30-09	\$240,566
Fund Balance 11-30-10	\$337,886



WATER FUND

Fund 591

This fund provides for the operation and maintenance of the water distribution system and all appurtenances. Recent upgrades include the Glenside-Roosevelt Road project during the summer of 2009 that replaced the water main crossings on Roosevelt Road between Greenwich and Eastland. New water mains and service lines were installed along Post Road as part of the reconstruction project in 2010. Account # 749.001 was added to the Water Fund in 2011 to include the purchase of water meters as needed. The City received an exceptional report on the Reliability Study completed by Black & Veatch that is required by the D.E.Q. every five years for any public water distribution system. The Reliability Study indicates that all upgrades to the system in the past have been favorable and the long term recommendation includes the replacement of the old cast iron water main piping when feasible.

FUND 591 – REVENUES

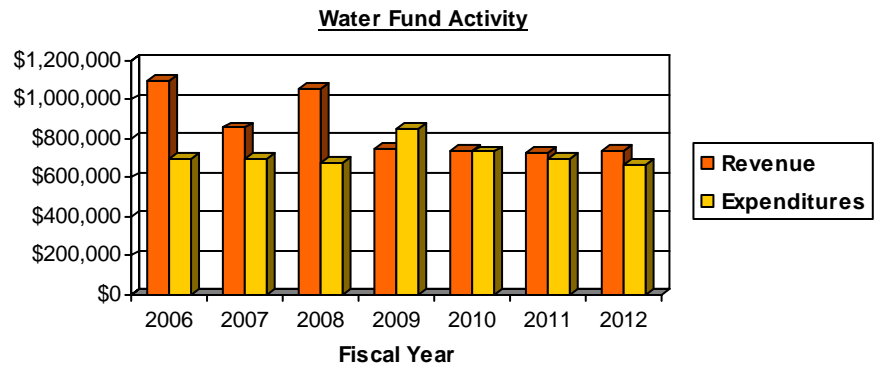
Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
641.000	Hydrant Rental	\$0	\$0	\$100	\$0
644.000	Penalties	\$9,798	\$9,254	\$10,000	\$10,500
645.000	Water Connections	\$4,507	\$0	\$5,000	\$0
645.100	Irrigation Meter Sales	\$330	\$660	\$1,000	\$450
645.200	Meters Sales	\$0	\$0	\$100	\$0
646.000	Water Sales	\$769,945	\$753,008	\$710,000	\$722,000
647.000	Permits	\$0	\$0	\$0	\$0
665.000	Interest on Investments	\$306	\$2,059	\$3,000	\$1,350
665.100	Gain (Loss) on Investments	-\$10	\$28	\$0	\$0
674.000	Contributed Capital	\$0	\$0	\$0	\$0
694.000	Miscellaneous Revenues	\$0	\$75	\$1,000	\$250
	Total	\$784,876	\$765,084	\$730,200	\$734,550

FUND 591 – EXPENDITURES

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
745.000	Tools	\$905	\$331	\$1,200	\$1,000
747.000	Water Hydrant Material	\$25	\$220	\$500	\$500
748.000	Water Main Material	\$1,265	\$66	\$3,000	\$400
749.000	Water Service Conn. Material	\$14,619	\$6,018	\$4,000	\$2,000
749.001	Water Meters			\$4,000	\$4,000
802.000	Water Purchased	\$397,473	\$345,928	\$425,000	\$401,400
815.100	Computer Software	\$0	\$0	\$0	\$0
815.200	Computer Hardware	\$0	\$0	\$4,000	\$0
818.000	Contract Services	\$3,716	\$6,209	\$5,500	\$0
819.000	Software Support - Meters	\$660	\$660	\$600	\$750
820.000	Engineering	\$188	\$5,753	\$2,000	\$400

820.001	Testing and Administration			\$4,000	\$0
825.000	Administrative Fee	\$117,731	\$114,763	\$109,500	\$110,183
864.000	Conference & Workshops	\$60	\$0	\$500	\$500
904.000	Printing	\$310	\$62	\$300	\$400
942.000	Office & Garage Rental	\$16,100	\$16,100	\$18,500	\$18,500
943.000	Equipment Rental	\$12,000	\$10,000	\$10,000	\$10,000
956.000	Miscellaneous	\$74	\$408	\$500	\$600
958.000	Memberships & Dues	\$2,080	\$977	\$2,000	\$0
961.000	Investment Fees	\$0	\$0	\$0	\$0
962.000	Uncollected Revenue Exp	\$0	\$0	\$0	\$0
968.300	Interest Expense	\$0	\$14,678	\$10,000	
969.000	Depreciation Expense	\$40,976	\$40,505	\$20,000	\$38,000
990.000	Labor Transfer	\$33,255	\$36,902	\$30,000	\$37,500
999.400	Transfer to 202 Fund	\$0	\$0	\$0	\$0
999.500	Transfer to Const. Fund	\$0	\$0	\$0	\$0
990.600	Transfer to Debt Service	\$0	\$0	\$39,000	\$37,600
	Total	\$641,437	\$599,580	\$694,100	\$663,733

Fund Balance 11-30-01	\$464,831
Fund Balance 11-30-02	\$427,589
Fund Balance 11-30-03	\$344,524
Fund Balance 11-30-04	\$314,303
Fund Balance 11-30-05	\$494,963
Fund Balance 11-30-06	\$409,024
Fund Balance 11-30-07	\$591,499
Fund Balance 11-30-08	\$590,220
Fund Balance 11-30-09	\$724,307
Fund Balance 11-30-10	\$796,994



EQUIPMENT FUND

Fund 640

The Equipment Fund serves as an internal funding mechanism for the purchase, repair and maintenance of City facilities and equipment. Each fund contributes to the Equipment Fund based on the use (i.e., rental) of any truck, backhoe, loader or other equipment during the year. The rates assessed for the use of equipment are based on rates provided by the Michigan Department of Transportation. Any surplus is added to the fund balance that is then used as the source of funding for equipment purchases. The current fleet of city-owned equipment includes several pieces that are in need of replacement and in 2012 the Equipment Fund anticipates the purchase of a plow truck and riding lawn mower with trailer for the DPW.

FUND 640 – REVENUES

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
665.000	Interest on Investments	\$780	\$1,921	\$2,000	\$1,700
665.100	Gain (Loss) on Investments	-\$333	\$716	\$0	\$0
676.100	Major Street Fund	\$21,778	\$12,003	\$20,800	\$17,000
676.000	Local Street Fund	\$13,695	\$8,306	\$15,000	\$11,950
676.300	General Fund	\$48,166	\$47,460	\$38,000	\$41,000
676.400	Water & Sewer Fund	\$19,000	\$16,000	\$14,500	\$14,000
679.000	Insurance Claim	\$0	\$0	\$0	\$0
680.000	Sale of Equipment	\$0	\$5,300	\$1,000	\$10,000
694.000	Miscellaneous Revenue	\$0	\$0	\$0	\$0
	Total	\$103,086	\$91,706	\$91,300	\$95,650

FUND 640 - EXPENDITURES

Line items	Description	2009 Actual	2010 Actual	2011 Budget	2012
726.000	Supplies & Materials	\$9,180	\$4,812	\$7,500	\$7,500
751.000	Gas & Oil	\$11,145	\$15,221	\$20,000	\$22,200
825.000	Administrative Fee	\$15,399	\$9,411	\$13,000	\$14,347
936.000	Equipment Repair & Maint.	\$28,778	\$9,141	\$12,000	\$15,000
961.000	Investment Fees	\$0	\$0	\$0	\$0
969.000	Depreciation	\$15,106	\$9,498	\$17,500	\$3,700
985.000	Equipment Purchases	\$0	\$1,025	\$0	\$155,000
990.000	Labor Transfer	\$13,722	\$16,908	\$18,000	\$28,000
990.300	General Fund Reimburse	\$0	\$0	\$0	\$0
	Total	\$93,330	\$66,017	\$88,000	\$245,747

Equipment Fund – Fund Balance Amounts

Fund Balance 11-30-01	\$215,936
Fund Balance 11-30-02	\$314,732
Fund Balance 11-30-03	\$349,956
Fund Balance 11-30-04	\$345,643
Fund Balance 11-30-05	\$227,560
Fund Balance 11-30-06	\$220,908
Fund Balance 11-30-07	\$224,966
Fund Balance 11-30-08	\$222,003
Fund Balance 11-30-09	\$283,363
Fund Balance 11-30-10	\$318,809

Five Year Capital Improvement Plan

Since 2003 the city has prepared a five year Capital Improvement Plan (CIP). The CIP has been updated annually to show the anticipated projects and equipment purchases that will be made in the coming years. The impact of capital assets on the operating budget can be burdensome and by updating this plan as part of the annual budget, the City Council and staff can anticipate these expenditures and therefore budget accordingly. It is important for the City to understand that capital assets need to be maintained and evaluated on a regular basis to avoid large equipment/maintenance expenditures. The CIP details the specific expenditures and the source of funding as part of the capital financing plan. Only equipment and capital improvements greater than \$5,000 are included. The CIP is for planning purposes only; the City Council has the option of adding, deleting, or revising the plan as they choose during the fiscal year.

FIVE YEAR CAPITAL IMPROVEMENT PLAN (CIP)

Project/Equipment	Estimated Cost	Source of Funding	Fiscal Year
FY 2011			
Glenside Reconstruct - Phase III: Eng.	\$100,000	Major Streets/Sewer Fund	2011
Streetscape Maintenance	\$30,000	Downtown Development Auth.	2011
Police Cruiser	\$25,000	General Fund	2011
Resurface Tennis Courts	\$30,000	General Fund	2011
Pick-Up Truck Replacement Str.	\$20,000	Equipment Fund	2011
2011 Subtotal	\$205,000		

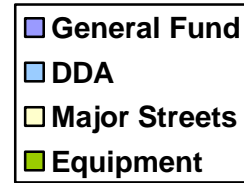
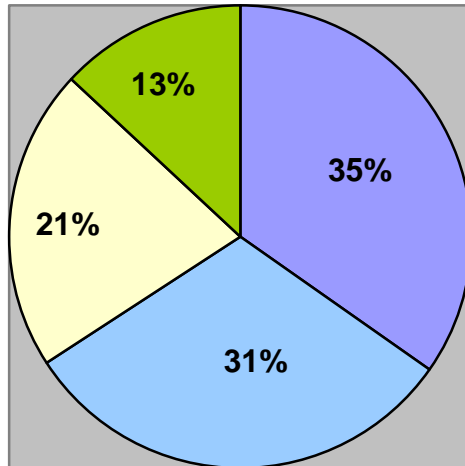
FY 2012			
Glenside Reconstruct - Phase III	\$400,000	General Fund/Major Streets	2012
Police Cruiser	\$20,000	General Fund	2012
Park Improvements	\$20,000	General Fund	2012
Sidewalk - Norton Avenue	\$50,000	Downtown Development Auth.	2012
Plow/Salt Truck	\$135,000	Equipment Fund	2012
2012 Subtotal	\$625,000		

FY 2013			
Police Cruiser	\$25,000	General Fund	2013
Sidewalk - Norton Avenue	\$50,000	Downtown Development Auth.	2013
Downtown Parking Improvements	\$200,000	Downtown Development Auth.	2013
2013 Subtotal	\$275,000		

FY 2014			
Park Improvements	\$20,000	General Fund	2014
Park Development	\$40,000	Downtown Development Auth.	2014
Community Center Improvements	\$20,000	General Fund	2014
2014 Subtotal	\$80,000		

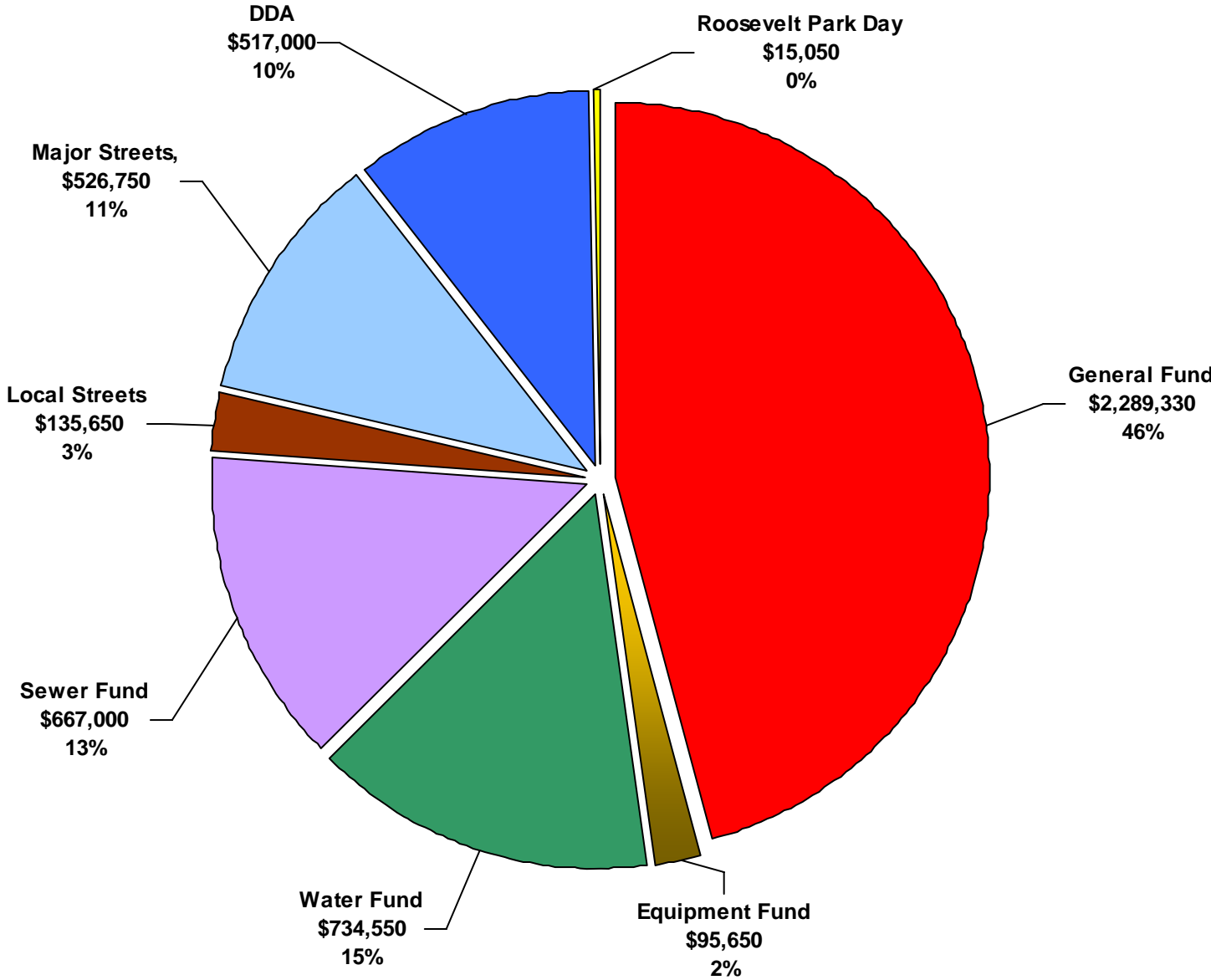
TOTAL CIP PLAN	\$1,185,000		
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Capital Expenses 2011 - 2014

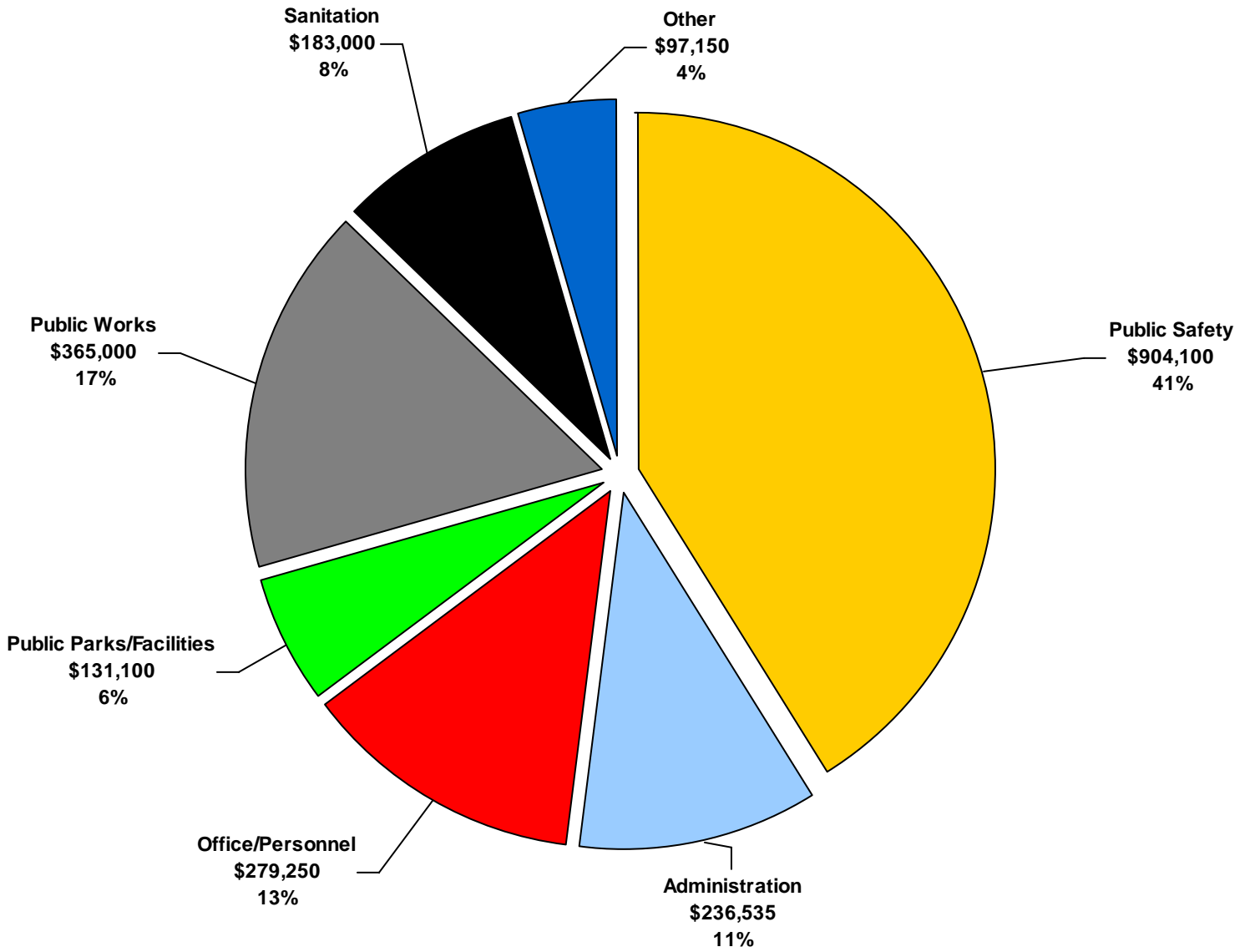


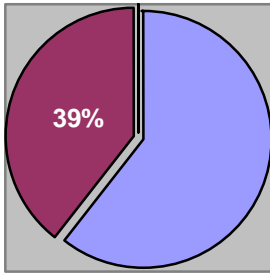
APPENDIX

CITY BUDGET 2012

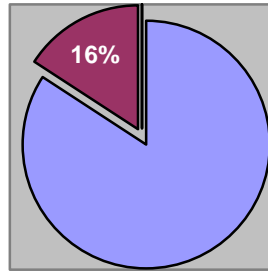


GENERAL FUND 2012

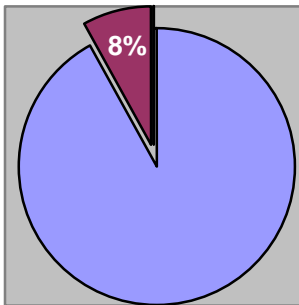




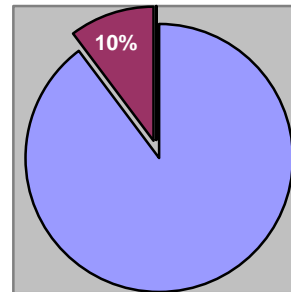
■ General Fund
■ Public Safety



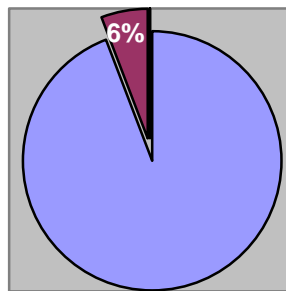
■ General Fund
■ Public Works



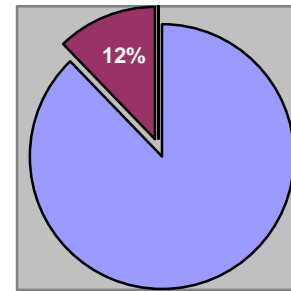
■ General Fund
■ Sanitation



■ General Fund
■ Administration



■ General Fund
■ Parks/Facilities



■ General Fund
■ Office/Personnel