



**FISCAL YEAR**  
**2013**  
**BUDGET**



## **ELECTED OFFICIALS**

**Susan Lumley, Mayor**

**Amber Cahill, Mayor Pro-Tem**

**Allan Lowe, Council Member**

**Bob Grevious, Council Member**

**Robert Young, Council Member**

**Thomas Hasper, Council Member**

**Rod Buikema, Council Member**

## **CITY STAFF**

**Anthony Chandler, City Manager**

**Tammera Harmsen, City Clerk/Treasurer**

**Dave Boone, 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:	3,811 (2011 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 2013**

Each year the City Council along with City staff conducts a brainstorming session with the intent of deriving a list of goals to pursue in the forthcoming year. The results of the session become the ideas that culminate into the blueprint that will guide the decision making process and establish our future course of action.

### **List of Goals to Achieve:**

- 1. 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.
  
- 2. Rental Property Enforcement**
  - a. Enforce the City Rental Ordinance and Property Maintenance Code to ensure all rental property is in compliance and all fees associated with the rental certification program are collected.

3. **Technology Upgrades**
  - a. Update the system's network and replace outmoded equipment to enhance the performance of the organization.
4. **POLC Contract Negotiations**
  - a. Negotiate in good-faith a renewal of the POLC contract that expires on November 30, 2013.
5. **Engage the Community with Transparency**
  - a. Operate City government with a focus on transparency and community involvement.

**Goal:** Continue a strong focus on improving the city roadways

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

- Replenish the surplus in the Major Streets Fund for a future project
- Prioritize local streets for re-surfacing in 2013
- Implement a plan for future reconstruction projects in Major Streets through WMSRDC Transportation Improvement Program (TIP)

**Goal:** Rental Property Enforcement

**Objectives to achieve:** *Focus efforts on the Rental Registration Program to ensure all rental properties are registered and certified*

- Enforce the Property Maintenance Code on all property
- Incorporate vacant housing index and create an ordinance to enforce upkeep of vacated property
- Collect rental registration fees and develop a cost structure for funding the inspections

**Goal:** Upgrade the City's information technology (IT) infrastructure

**Objectives to achieve:** *Advancements in technology to assure maximum customer service*

- Upgrade City computer network
- Upgrade the City phone system and answering service
- Upgrade the City website
- Pursue collaborative efforts with available IT upgrades (VOIP)
- Contract with County for GIS program

**Goal:** Negotiations with the POLC

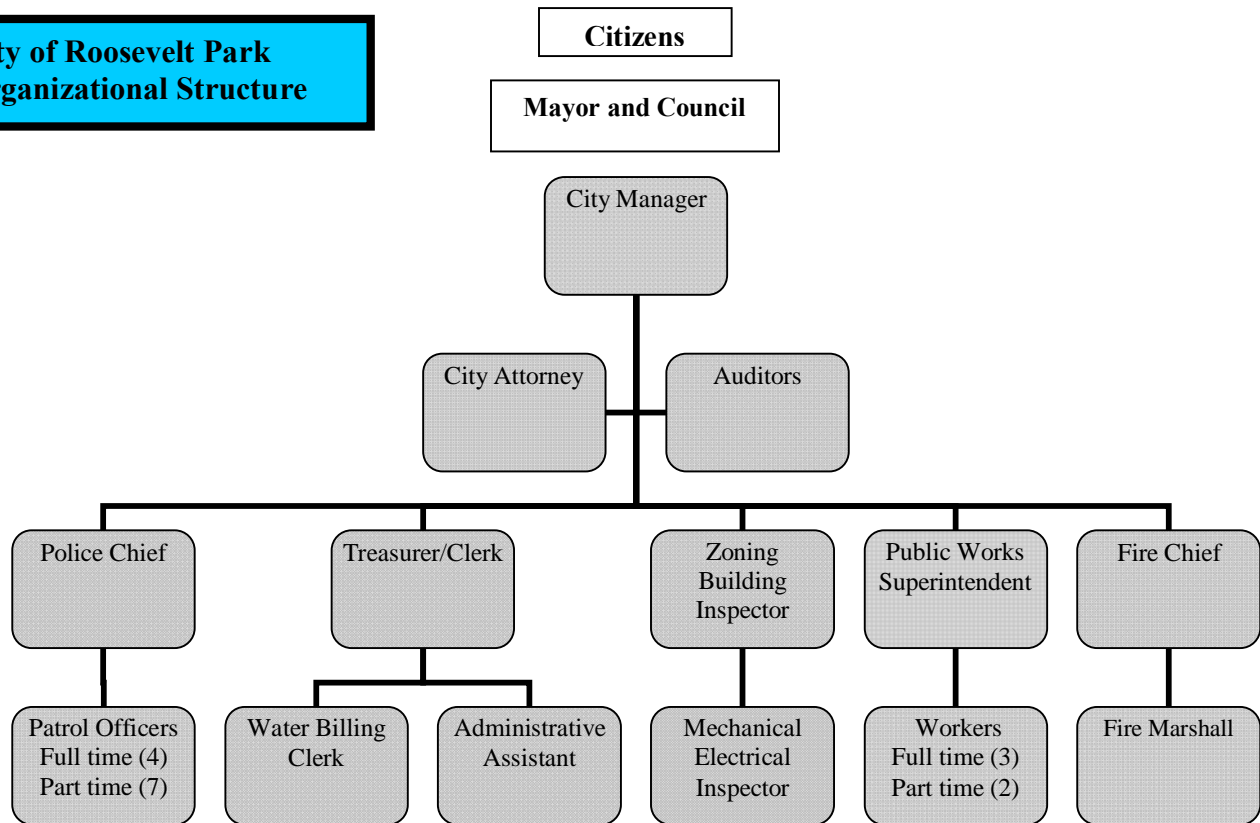
**Objectives to achieve:** *Negotiate in good-faith with POLC employees*

**Goal:** Transparency in government operations

**Objectives to achieve:** *Foster an open format while conducting official city business*

- Maintain open dialogue with the community
- 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

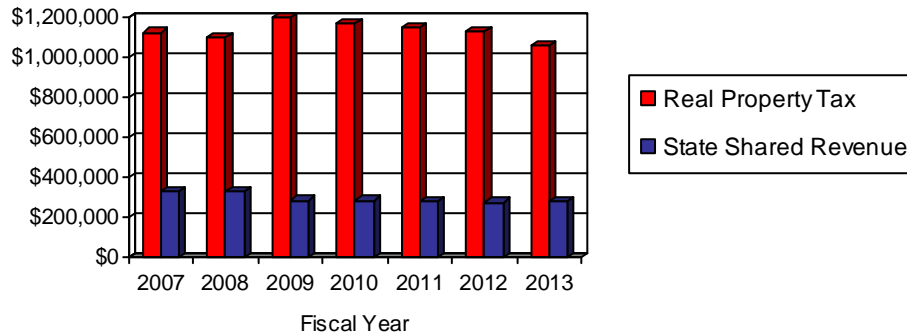
**City of Roosevelt Park  
Organizational Structure**



# GENERAL FUND - REVENUES

## Fund 101

The 2013 General Fund Budget anticipates receiving \$2,217,263 in revenue. This will be a reduction of \$72,067 from 2012 with a majority of that decrease coming as a result of lower property tax revenue. The largest source of revenue used in the General Fund comes directly from Real Property Tax (Account #402) which for 2013 it is expected to total \$1,057,770 or a decline of 6% over the previous year. As indicated above, the levying and collection of property tax remains the primary source of revenue and the FY 2013 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 to receive \$282,000, a slight increase in FY 2013 compared to \$275,000 received in FY 2012. State revenue sharing has traditionally been classified 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 2013 is \$25,112. The chart below reflects the reduction trend experienced over the last couple years for both sources of general fund revenue.



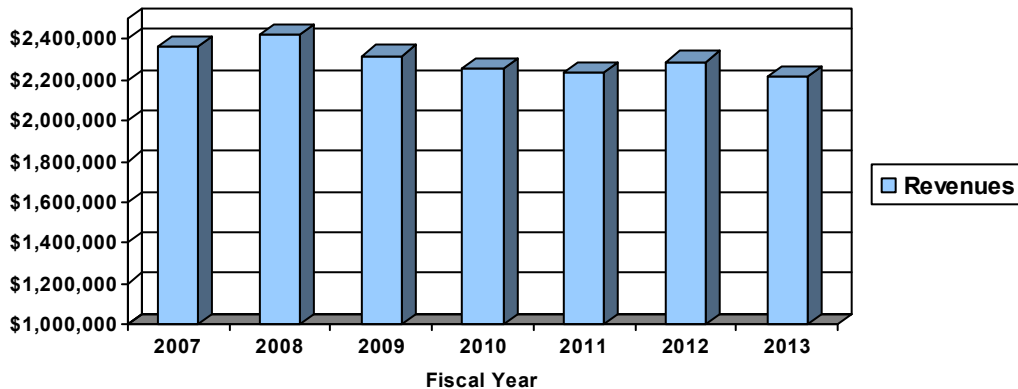
The 2013 Budget includes the full charge for the fire services contract within the General Fund however a portion of the overall transfer from the DDA Fund will assist with the expenditure. As in previous years, assistance from the DDA Fund has been critical towards balancing the General Fund and the amount transferred to the general Fund in 2013 remains at \$156,000.

### FUND 101 – REVENUES

Line items	Description	2010 Actual	2011 Budget	2012	2013
402.000	Current Real Property Tax	\$1,115,527	\$1,149,200	\$1,126,200	\$1,057,770
410.000	Current Personal Property Tax	\$0	\$0	\$0	\$0
411.000	Delinq. Personal Property Tax	\$9,122	\$3,000	\$2,000	\$4,800
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	\$1,332	\$4,000	\$2,000	\$1,250
448.000	Collection Fees	\$60,264	\$58,400	\$60,000	\$54,500

451.000	Business Licenses	\$5,305	\$5,100	\$5,250	\$5,300
452.000	Registration Fees	\$2,635	\$2,200	\$2,500	\$2,500
453.000	Rental Certification Fees	\$4,950	\$5,800	\$10,000	\$10,000
475.000	ZBA/Planning Commission	\$0	\$1,000	\$250	\$0
476.000	Building Permits	\$19,246	\$18,000	\$18,000	\$18,000
477.000	Electrical Permits	\$7,469	\$8,800	\$7,700	\$6,800
478.000	Plumbing Permits	\$4,842	\$5,500	\$6,000	\$7,000
479.000	Mechanical Permits	\$9,471	\$10,000	\$10,000	\$10,300
480.000	Plan Review Fees	\$0	\$500	\$500	\$250
544.000	State Funded Police Training	\$1,393	\$1,600	\$0	\$0
575.000	State Sales Tax	\$280,481	\$281,600	\$275,000	\$282,000
576.000	Liquor Licenses	\$3,818	\$3,700	\$3,550	\$3,500
588.000	DDA Reimbursements	\$156,000	\$156,000	\$156,000	\$156,000
642.000	Concession Sales	\$0	\$0	\$0	\$0
642.100	Arts & Crafts	\$307	\$500	\$400	\$300
655.000	Forfeitures-Police Matters	\$0	\$1,000	\$0	\$0
656.000	District Court Fines	\$19,973	\$12,000	\$15,000	\$13,500
657.000	Parking Fines	\$5,777	\$4,000	\$5,000	\$5,700
665.000	Interest on Investments	\$5,066	\$11,000	\$7,500	\$5,800
665.100	Gain/Loss on Investments	-\$2,403	\$0	\$0	\$0
670.000	Cable Francise Agreement	\$51,559	\$40,800	\$50,000	\$47,350
676.000	Administrative Revenue	\$260,375	\$221,800	\$244,080	\$279,193
679.000	Insurance Claim Recv	\$0	\$0	\$0	\$0
690.000	Community Center/Pavilion Fees	\$8,665	\$8,000	\$8,500	\$9,000
693.000	Election Reimbursements	\$0	\$1,000	\$0	\$0
694.000	Miscellaneous Revenue	\$13,471	\$15,000	\$12,500	\$11,600
694.100	Garbage Bag/Tag Sales	\$1,569	\$1,500	\$1,500	\$1,500
695.000	Grant Revenue	\$57,816	\$0	\$48,500	\$45,000
696.000	Fines - Civil Infractions	\$0	\$200	\$0	\$0
699.000	Transfer from other Fund	\$0	\$0	\$0	\$0
699.100	Office & Garage Reimbursement	\$35,150	\$38,700	\$37,900	\$37,350
699.200	Labor Transfer	\$116,542	\$164,030	\$170,500	\$138,000
699.25	Transfer from DDA	\$0	\$0	\$0	\$0
	<b>Total</b>	<b>\$2,258,722</b>	<b>\$2,236,930</b>	<b>\$2,289,330</b>	<b>\$2,217,263</b>

**General Fund**



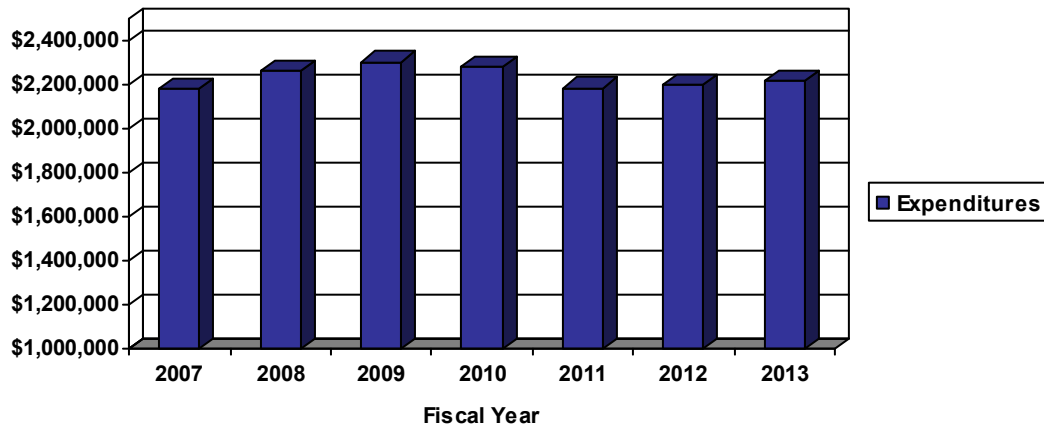
# GENERAL FUND – EXPENDITURES

## Fund 101

The proposed General Fund expenditures for FY 2013 total \$2,217,200 which is an increase of \$21,065 from the budgeted amount in FY 2012. Reduced staffing and the expanded use of part-time employees have been significant and will continue to be critical in balancing the 2013 General Fund. The city continues to provide the same 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.

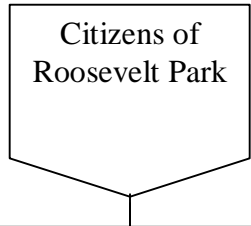
The past several years have brought unprecedented increases in health insurance costs to all local governments, and with no end in sight this dilemma poses a serious concern to future budgets. In 2012, employee health insurance cost the City \$221,471 and the same coverage is expected to rise another 10% in 2013. This equates to an increase of nearly \$30,000 in one year. Unable to change the insurance provider due to contractual obligations, the City of Roosevelt Park is considering efforts that will reduce health insurance costs such as employee cost-sharing in line with Public Act 152. As these costs continue to rise we must commit to an ongoing evaluation and search for alternatives to keep this from impacting the City's long term financial condition.

### General Fund





**CITY COUNCIL  
Department 101**



Susan Lumley, Mayor  
 Amber Cahill, Mayor Pro-Tem  
 Allan Lowe, Council Member  
 Bob Grevious, Council Member  
 Robert Young, Council Member  
 Thomas Hasper, Council Member  
 Rod Buikema, 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.

**DEPT 101 – CITY COUNCIL**

Line items	Description	2010 Actual	2011 Budget	2012	2013
703.000	Salaries - Per Diem	\$4,692	\$5,700	\$5,700	\$5,700
714.000	Fringe Benefits	\$58	\$100	\$100	\$100
715.000	City's Share - Social Security	\$321	\$400	\$400	\$400
856.000	Meeting Expense	\$517	\$500	\$800	\$800
864.000	Conferences & Workshops	\$913	\$5,000	\$3,000	\$3,000
880.000	Public Relations	\$2,268	\$1,600	\$1,600	\$2,000
882.000	Personnel Relations	\$859	\$800	\$800	\$800
884.000	Mayor Exchange	\$0	\$0	\$0	\$0
886.000	Civic Promotion	\$252	\$500	\$650	\$650
956.000	Miscellaneous	\$449	\$500	\$400	\$400
958.000	Memberships & Dues	\$355	\$300	\$300	\$300
	<b>Total</b>	<b>\$10,683</b>	<b>\$15,400</b>	<b>\$13,750</b>	<b>\$14,150</b>

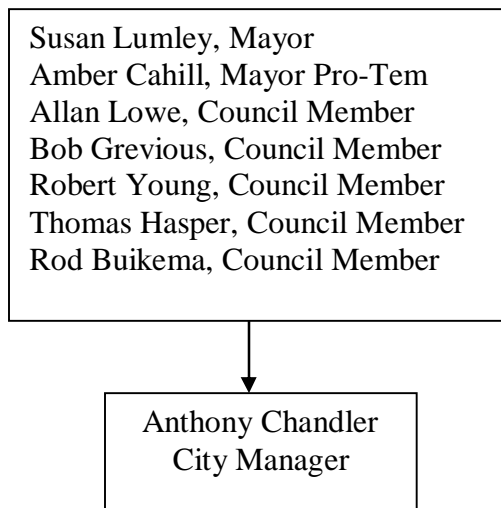
**CITY ATTORNEY**  
**Department 145**

The City Attorney is responsible for representing the City in all litigation, prosecution and general legal matters. The City Attorney is John Schrier from the law firm Parmenter O'Toole. The City Attorney is appointed by City Council and works under the direction of the City Manager.

**DEPT 145 – ATTORNEY**

Line items	Description	2010 Actual	2011 Budget	2012	2013
826.000	Legal Fees	\$31,560	\$17,800	\$17,500	\$17,500
827.000	Legal Fees - Special	\$14,721	\$1,000	\$3,500	\$6,000
828.000	Prosecution	\$22,976	\$8,000	\$8,000	\$9,000
829.000	Labor Attorney Fees	\$27,701	\$5,000	\$4,000	\$3,000
829.001	Labor Attorney Fees - Special	\$14,218		\$2,000	\$0
	<b>Total</b>	<b>\$111,176</b>	<b>\$31,800</b>	<b>\$35,000</b>	<b>\$35,500</b>

**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 organization. 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 the authorized limit set by the Council. The City Manager is ultimately responsible for all personnel and is expected to deliver the level of services mandated by the residents and business owners of Roosevelt Park.

**DEPT 172 – CITY MANAGER**

<b>Line items</b>	<b>Description</b>	<b>2010 Actual</b>	<b>2011 Budget</b>	<b>2012</b>	<b>2013</b>
705.000	Full-Time Employee	\$73,311	\$69,700	\$63,135	\$64,000
710.000	Car Allowance	\$0	\$3,600	\$3,600	\$3,600
714.000	Fringe Benefits	\$13,805	\$21,500	\$7,900	\$8,800
715.000	City's Social Security	\$5,614	\$5,200	\$4,900	\$5,000
718.000	City's Share Retirement	\$14,362	\$11,800	\$11,800	\$12,200
856.000	Meeting Expense	\$618	\$400	\$500	\$500
864.000	Conferences & Workshops	\$388	\$800	\$500	\$1,000
940.000	Cell Phone Rental	\$320	\$500	\$600	\$600
958.000	Memberships & Dues	\$446	\$600	\$200	\$700
	<b>Total</b>	<b>\$108,864</b>	<b>\$114,100</b>	<b>\$93,135</b>	<b>\$96,400</b>

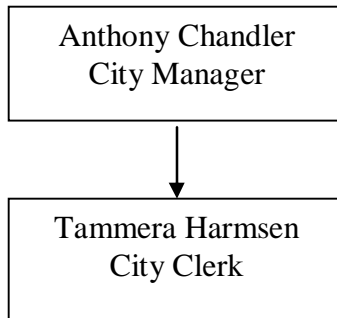
**ASSESSOR  
Department 209**

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**

<b>Line items</b>	<b>Description</b>	<b>2010 Actual</b>	<b>2011 Budget</b>	<b>2012</b>	<b>2013</b>
703.000	Board of Review - Per Diem	\$547	\$600	\$600	\$600
818.000	Contract Services	\$28,144	\$31,000	\$32,500	\$33,150
	<b>Total</b>	<b>\$28,691</b>	<b>\$31,600</b>	<b>\$33,100</b>	<b>\$33,750</b>

**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.

**DEPT 215 – CITY CLERK**

<b>Line items</b>	<b>Description</b>	<b>2010 Actual</b>	<b>2011 Budget</b>	<b>2012</b>	<b>2013</b>
706.000	Full-time Employees	\$28,600	\$26,900	\$27,300	\$28,500
707.000	Part-time Employees	\$0	\$0	\$0	\$0
707.100	Salaries - Election Employees	\$2,784	\$2,000	\$5,000	\$2,500
714.000	Fringe Benefits	\$5,634	\$13,800	\$10,800	\$10,800
715.000	City's Share Social Security	\$2,197	\$2,100	\$2,100	\$2,200
718.000	City's Share Retirement	\$5,729	\$5,000	\$5,100	\$5,100
728.000	Election Supplies	\$2,303	\$1,200	\$1,400	\$1,000
809.000	Ordinance Codification	\$1,005	\$500	\$550	\$550
864.000	Conferences & Workshops	\$773	\$1,500	\$1,500	\$1,000
904.000	Printing	\$262	\$2,000	\$1,500	\$1,500
905.000	Publishing	\$5,900	\$5,100	\$5,000	\$5,000
940.000	Cell Phone Rental	\$200	\$0	\$0	\$300
955.000	Voting Machines	\$0	\$0	\$0	\$0
956.000	Miscellaneous	\$69	\$100	\$100	\$0
958.000	Memberships & Dues	\$80	\$200	\$200	\$200
	<b>Total</b>	<b>\$55,536</b>	<b>\$60,400</b>	<b>\$60,550</b>	<b>\$58,650</b>

**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 and tuition reimbursement program is no longer available for city employees.

**DEPT 226 – PERSONNEL**

<b>Line items</b>	<b>Description</b>	<b>2010 Actual</b>	<b>2011 Budget</b>	<b>2012</b>	<b>2013</b>
714.300	Retiree Insurances	\$194,776	\$61,000	\$61,000	\$62,300
718.100	ICMA Match	\$4,200	\$8,000	\$0	\$0
813.000	Personnel Evaluations	\$0	\$3,000	\$2,000	\$0
814.000	Tuition Reimbursements	\$0	\$0	\$0	\$0
818.000	Contract Services	\$0	\$0	\$0	\$0
	<b>Total</b>	<b>\$198,976</b>	<b>\$72,000</b>	<b>\$63,000</b>	<b>\$62,300</b>

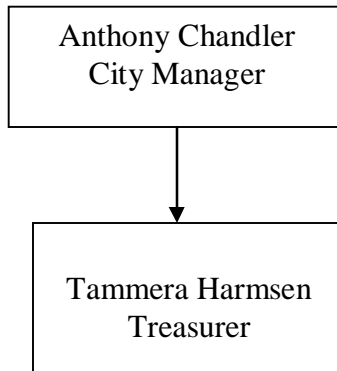
**OFFICE OPERATIONS**  
**Department 250**

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 cost for the annual audit. FY 2013 has a scheduled replacement of several computers used in City Hall and an upgrade to BS&A.net for tax bills, voter registration cards, accounts payable and payroll is also expected. An upgrade to the City website is also planned in 2013. The auditing firm used for the previous five years is Brickley DeLong from Muskegon.

**DEPT 250 – OFFICE OPERATIONS**

<b>Line items</b>	<b>Description</b>	<b>2010 Actual</b>	<b>2011 Budget</b>	<b>2012</b>	<b>2013</b>
706.000	Full-time Employees	\$24,448	\$25,300	\$25,600	\$0
707.000	Part-time Employees	\$9,481	\$10,000	\$10,000	\$23,500
714.000	Fringe Benefits	\$9,541	\$13,000	\$17,100	\$1,000
715.000	City's Share Social Security	\$2,660	\$2,500	\$2,500	\$1,800
718.000	City's Share Retirement	\$4,838	\$4,000	\$4,800	\$0
727.000	Office Supplies	\$6,065	\$4,900	\$6,000	\$6,000
733.000	Postage	\$6,366	\$8,500	\$8,500	\$8,500
807.000	Audit Fees	\$14,555	\$14,500	\$14,500	\$15,300
815.100	Computer Software - Purchase	\$0	\$0	\$0	\$12,500
815.200	Computer Hardware - Purchase	\$24	\$2,800	\$1,500	\$5,000
819.000	Software Support	\$6,075	\$7,500	\$7,500	\$9,000
853.000	Telephone	\$7,800	\$6,800	\$6,800	\$7,000
866.000	Mileage Reimbursement	\$0	\$100	\$100	\$500
885.000	Insurance Bonds	\$0	\$0	\$0	\$0
903.000	Newsletter	\$1,532	\$2,300	\$2,000	\$2,000
932.000	Computers / Technology	\$2,470	\$2,000	\$2,000	\$5,000
934.000	Office Equipment Maintenance	\$864	\$2,000	\$6,000	\$7,700
959.000	Books & Periodicals	\$163	\$100	\$100	\$0
985.000	Misc. Equipment	\$900	\$1,000	\$2,000	\$500
	<b>Total</b>	<b>\$97,781</b>	<b>\$107,300</b>	<b>\$117,000</b>	<b>\$105,300</b>

**TREASURER**  
**Department 253**



The Treasurer is responsible for the custody and collection of city revenue 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 including overseeing any debt issuance.

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	2010 Actual	2011 Budget	2012	2013
706.000	Full-time Employees	\$29,740	\$26,900	\$27,300	\$28,800
707.000	Part-time Employees	\$0	\$0	\$0	\$17,300
714.000	Fringe Benefits	\$5,530	\$14,200	\$10,800	\$11,000
715.000	City's Share Social Security	\$2,282	\$2,200	\$2,100	\$3,600
718.000	City's Share Retirement	\$5,729	\$4,900	\$5,100	\$5,100
815.100	Computer Software - Purchase	\$0	\$0	\$0	\$0
864.000	Conferences & Workshops	\$1,399	\$1,500	\$1,500	\$1,000
940.000	Cell Phone Rental	\$180	\$500	\$600	\$300
956.000	Miscellaneous	\$0	\$100	\$100	\$0
958.000	Memberships & Dues	\$180	\$300	\$250	\$250
960.000	Bank Service Charges	\$95	\$100	\$100	\$0
961.000	Investment Fees	\$0	\$0	\$0	\$0
	<b>Total</b>	<b>\$45,135</b>	<b>\$50,700</b>	<b>\$47,850</b>	<b>\$67,350</b>

**CITY HALL – GARAGE & GROUNDS**  
**Department 265**

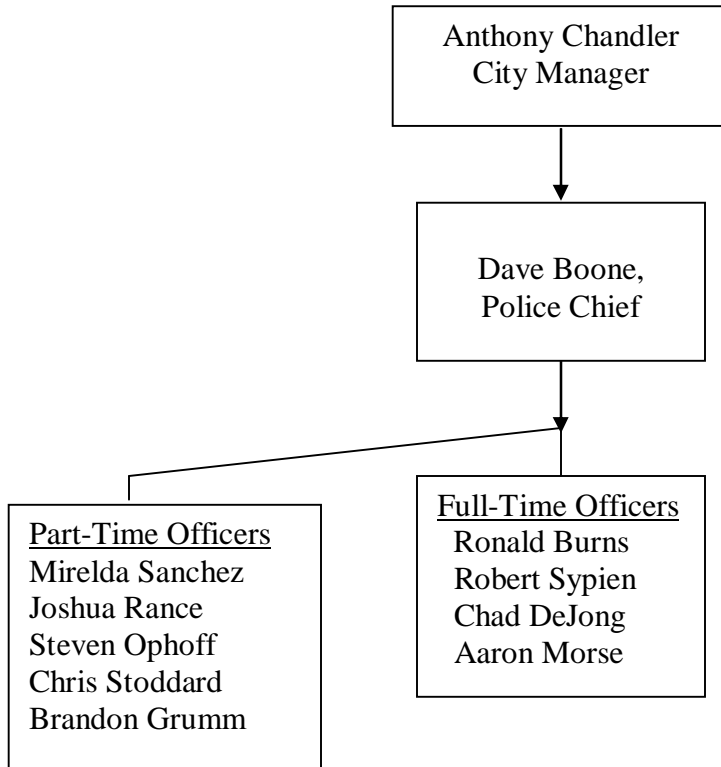
This departmental budget contains funding for the physical operations and maintenance of the City Hall and other public facilities. The 2013 budget includes \$3,500 (Account # 835) for maintenance and \$3,000 (Account #975) for improvements to City facilities. Projects completed in 2011 included a new 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 re-painted in 2011. Projects completed in 2012 consisted of re-roofing and new paint for the concession stand at Delmar Playfield and the replacement of window shades in the Community Center.

**DEPT 265 – CITY HALL**

<b>Line items</b>	<b>Description</b>	<b>2010 Actual</b>	<b>2011 Budget</b>	<b>2012</b>	<b>2013</b>
726.000	Supplies & Materials	\$2,096	\$3,000	\$3,500	\$2,500
808.000	General Insurance	\$34,190	\$36,000	\$36,500	\$36,800
834.000	Building Cleaning	\$4,875	\$4,200	\$4,600	\$4,500
835.000	Building Maintenance	\$5,247	\$5,000	\$5,000	\$3,500
920.000	Utilities - Water & Sewer	\$0	\$0	\$0	\$0
921.000	Utilities - Electricity	\$13,052	\$10,000	\$13,000	\$12,750
922.000	Utilities - Gas	\$12,212	\$18,000	\$13,000	\$12,000
956.000	Miscellaneous	\$35	\$100	\$100	\$0
975.000	Building Improvements	\$2,617	\$10,000	\$5,000	\$3,000
	<b>Total</b>	<b>\$74,324</b>	<b>\$86,300</b>	<b>\$80,700</b>	<b>\$75,050</b>



**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.

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 the Police Chief, four full-time employees and seven part-time officers. In 2013, 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 OPERATIONS**

<b>Line items</b>	<b>Description</b>	<b>2010 Actual</b>	<b>2011 Budget</b>	<b>2012</b>	<b>2013</b>
706.000	Full-time Employees	\$223,565	\$237,500	\$259,000	\$265,000
706.001	Part-time Employees (office)	\$0	\$15,000	\$18,200	\$20,350
707.000	Part-time Employees	\$101,196	\$67,000	\$60,000	\$65,000
708.000	Overtime	\$41,500	\$40,000	\$40,000	\$42,500
708.100	Holiday Pay	\$6,002	\$9,000	\$11,000	\$11,000
708.200	Witness Fees	\$0	\$100	\$0	\$0
708.300	Longevity	\$0	\$5,000	\$5,500	\$5,500
709.000	Clothing Allowance	\$2,304	\$2,000	\$2,000	\$2,200
713.000	Uniform Cleaning	\$201	\$600	\$300	\$300
714.000	Fringe Benefits	\$67,586	\$84,200	\$84,200	\$120,500
715.000	City's Share Social Security	\$28,061	\$26,200	\$30,000	\$32,000
718.000	City's Share Retirement	\$64,529	\$59,000	\$90,000	\$99,000
718.100	City's ICMA Match	\$10,260	\$10,000	\$8,000	\$0
727.000	Office Supplies	\$1,450	\$1,200	\$1,000	\$1,350
729.000	Photographic Supplies	\$0	\$100	\$0	\$100
741.000	Firearms Training	\$0	\$500	\$0	\$500
742.000	Operating Supplies	\$2,523	\$1,000	\$1,200	\$850
751.000	Gas & Oil	\$18,906	\$21,000	\$20,000	\$22,300
795.000	Operating Supplies (Vehicles)	\$629	\$600	\$200	\$100
840.000	Education & Training	\$281	\$1,000	\$200	\$500
841.000	State Funded Police Training	\$800	\$1,000	\$0	\$0
851.000	Equipment Maintenance	\$1,056	\$1,800	\$1,000	\$1,500
855.000	Central Dispatch	\$37,715	\$38,000	\$38,000	\$39,500
856.000	Meeting Expense	\$281	\$200	\$1,000	\$1,150
864.000	Conferences & Workshops	\$1,140	\$800	\$1,500	\$1,200
870.000	Medical Lab Fee	\$864	\$500	\$500	\$1,000
882.000	Personnel Relations	\$30	\$100	\$0	\$0
935.000	Vehicle Repair & Maintenance	\$5,399	\$6,000	\$5,000	\$6,500
937.000	Vehicle Purchase/Refurbish	\$49,393	\$0	\$20,000	\$32,000
940.000	Cell Phone Rental	\$360	\$500	\$600	\$600
943.000	Equipment Rental	\$0	\$0	\$0	\$0
956.000	Miscellaneous	\$1,886	\$100	\$500	\$0
958.000	Memberships & Dues	\$125	\$100	\$200	\$200
977.000	New Equipment	\$339	\$1,700	\$5,000	\$700
	<b>Total</b>	<b>\$668,380</b>	<b>\$631,800</b>	<b>\$704,100</b>	<b>\$773,400</b>

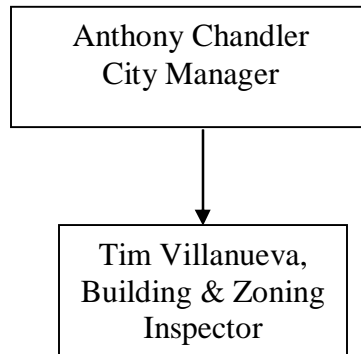
**FIRE & EMS**  
**Department 336**

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 2013, the following line item reflects the full cost of this contracted service that will span the next seven years. The Downtown Development Authority Fund 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	2010 Actual	2011 Budget	2012	2013
818.000	Contract Services	\$293,197	\$207,800	\$200,000	\$200,000
	<b>Total</b>	<b>\$293,197</b>	<b>\$207,800</b>	<b>\$200,000</b>	<b>\$200,000</b>

**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**

<b>Line items</b>	<b>Description</b>	<b>2010 Actual</b>	<b>2011 Budget</b>	<b>2012</b>	<b>2013</b>
707.000	Part-time Employees	\$36,459	\$28,000	\$28,000	\$28,000
714.000	Fringe Benefits	\$442	\$800	\$1,500	\$1,300
715.000	City's Share Social Security	\$2,814	\$2,400	\$2,200	\$2,350
818.000	Contract Services	\$1,545	\$500	\$2,000	\$850
818.500	Contract Services - Electrical	\$5,748	\$6,000	\$4,000	\$3,000
818.600	Contract Services - Plumbing	\$11,871	\$12,800	\$11,000	\$11,000
864.000	Conferences & Workshops	\$10	\$400	\$1,200	\$500
904.000	Printing	\$274	\$200	\$200	\$250
940.000	Cell Phone	\$360	\$500	\$600	\$600
943.000	Equipment Rental	\$1,000	\$1,000	\$1,000	\$0
958.000	Memberships & Dues	\$260	\$300	\$300	\$300
959.000	Books & Periodicals	\$275	\$200	\$400	\$400
985.000	Equipment Purchases	\$0	\$0	\$0	\$0
	<b>Total</b>	<b>\$61,058</b>	<b>\$53,100</b>	<b>\$52,400</b>	<b>\$48,550</b>

**PLANNING COMMISSION / ZONING BOARD OF APPEALS**

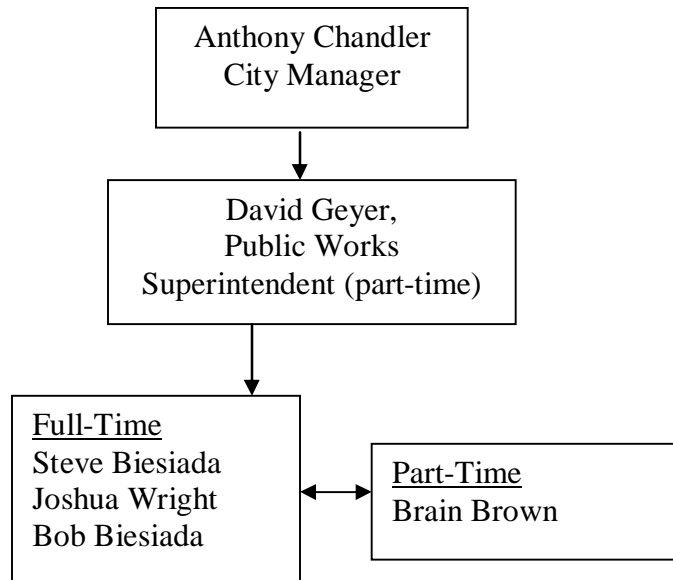
**Department 400**

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 2013 to allow members of the Planning Commission to attend training workshops upon availability.

**DEPT 400 – PLANNING COMMISSION & ZONING BOARD OF APPEALS**

<b>Line items</b>	<b>Description</b>	<b>2010 Actual</b>	<b>2011 Budget</b>	<b>2012</b>	<b>2013</b>
864.000	Conferences & Workshops	\$0	\$200	\$200	\$200
	<b>Total</b>	<b>\$200</b>	<b>\$200</b>	<b>\$200</b>	<b>\$200</b>

**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 full-time staffing level remains at three in 2013.

**DEPT 446 – PUBLIC WORKS**

Line items	Description	2010 Actual	2011 Budget	2012	2013
706.000	Full-time Employees	\$111,190	\$161,500	\$115,000	\$118,500
707.000	Part-time Employees	\$46,608	\$32,700	\$65,000	\$60,000
	Contractual Snow Plowing	\$0	\$0	\$0	\$0
708.000	Overtime	\$7,325	\$14,000	\$14,000	\$12,500
708.003	Longevity	\$0	\$2,000	\$2,500	\$2,650
713.000	Uniform Cleaning	\$1,684	\$1,600	\$2,000	\$2,500
714.000	Fringe Benefits	\$29,839	\$75,500	\$60,000	\$79,000
715.000	City's Share Social Security	\$13,441	\$15,500	\$15,500	\$16,150
718.000	City's Share Retirement	\$23,874	\$23,700	\$27,000	\$27,000
726.000	Supplies & Materials	\$3,940	\$2,000	\$2,500	\$2,100
732.000	Planting Trees	\$1,450	\$1,000	\$1,400	\$1,200
818.000	Contract Services	\$4,970	\$0	\$1,500	\$0
840.000	Education & Training	\$30	\$200	\$200	\$200
851.000	Radio Maintenance	\$0	\$100	\$100	\$0
864.000	Conferences & Workshops	\$130	\$200	\$150	\$150
881.000	Holiday Decorations	\$324	\$500	\$300	\$300

924.000	Electricity - Street Lighting	\$41,588	\$47,500	\$44,500	\$42,000
926.000	Street Lighting - Improvement	\$0	\$0	\$0	\$0
940.000	Pager /Cell Phone rental	\$381	\$500	\$500	\$600
943.000	Equipment Rental	\$13,421	\$11,000	\$12,000	\$9,500
956.000	Miscellaneous	\$1,994	\$500	\$500	\$0
958.000	Memberships & Dues	\$55	\$200	\$350	\$400
	<b>Total</b>	<b>\$302,243</b>	<b>\$390,200</b>	<b>\$365,000</b>	<b>\$374,750</b>

## SIDEWALKS Department 449

Due to financial restraints within the general fund the amount budgeted for sidewalk replacement has decreased from recent years. Requests to replace sidewalks will be closely evaluated and most of the work will be done using city staff. In 2012 the city contracted sidewalk repair to a firm that specializes in grinding concrete and this technique may be considered again in 2013.

### DEPT 449 - SIDEWALKS

Line items	Description	2010 Actual	2011 Budget	2012	2013
818.000	Contract Services	\$0	\$3,000	\$3,000	\$2,500
943.000	Equipment Rental	\$4	\$2,000	\$2,000	\$1,500
	<b>Total</b>	<b>\$4</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$4,000</b>

## SANITATION Department 521

The City provides sanitation collection service to its residents in part through a contract with RMS Disposal that was extended for an additional two years and will expire in 2014. A scheduled increase of 3% is budgeted for contracted sanitation services in 2013. Under the extended 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	2010 Actual	2011 Budget	2012	2013
818.000	Contract Services	\$166,142	\$169,900	\$175,000	\$178,500
943.000	Equipment Rental	\$13,422	\$9,000	\$8,000	\$9,500
956.000	Miscellaneous	\$1,786	\$1,000	\$0	\$0
	<b>Total</b>	<b>\$181,350</b>	<b>\$179,900</b>	<b>\$183,000</b>	<b>\$188,000</b>

**PARKS, RECREATION & CONCESSIONS**  
**Department 690**

As in years past, the City will provide limited recreational services beyond the on-going maintenance of its nine municipal parks. The City is moving forward with plans in 2014 to reconfigure the ball fields at Delmar Playfield with the assistance of a State recreation grant. Tennis court maintenance will be a major project for 2013 as the city was approved for grant funding to assist with the resurfacing of the four courts located at the Community Center Park. FY 2013 has \$15,000 allocated under capital improvements to cover the City's share of the tennis court project. The Arts and Craft program and Music in the Park at the Community Park was well attended during 2012 and funds are budgeted for the program to continue in 2013.

**DEPT 690 – PARKS, RECREATION, & CONCESSIONS**

Line items	Description	2010 Actual	2011 Budget	2012	2013
707.200	Seasonal Employees Programs	\$1,259	\$1,000	\$1,300	\$1,300
714.000	Fringe Benefits	-\$4	\$100	\$100	\$100
715.000	City's Share Social Security	\$96	\$100	\$100	\$100
726.000	Supplies & Materials	\$2,730	\$500	\$1,500	\$1,500
734.000	Products	\$0	\$0	\$0	\$0
818.000	Contract Services	\$9,045	\$6,000	\$8,000	\$7,000
822.000	Construction Services	\$0	\$0	\$0	\$0
835.000	Building Maintenance	\$691	\$500	\$500	\$0
892.000	RP Youth Athletics	\$0	\$0	\$0	\$0
893.000	Norton Shores Rec. Subsidy	\$1,900	\$1,700	\$1,700	\$1,000
921.000	Utilities - Electric	\$3,088	\$3,700	\$3,500	\$3,200
922.000	Utilities - Gas	\$2,345	\$3,500	\$3,000	\$2,700
933.000	Playground Equip. Repair	\$172	\$500	\$600	\$200
943.000	Equipment Rental	\$19,613	\$12,800	\$8,500	\$10,000
956.000	Miscellaneous	\$90	\$100	\$100	\$0
970.000	Capital Improvements	\$12,843	\$20,000	\$15,500	\$15,000
976.000	Music in the Park	\$900	\$1,000	\$1,000	\$1,000
	<b>Total</b>	<b>\$54,768</b>	<b>\$51,500</b>	<b>\$45,400</b>	<b>\$43,100</b>

**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	2010 Actual	2011 Budget	2012	2013
887.000	MATS Operation	\$5,688	\$6,400	\$6,500	\$6,250
888.000	West MI. Shoreline Dev. Corp.	\$260	\$1,600	\$1,600	\$1,650
889.000	Muskegon Area First	\$6,109	\$6,200	\$6,350	\$6,350
890.000	Michigan Municipal League	\$2,403	\$2,500	\$2,500	\$2,500
894.000	Gypsy Moth Spraying	\$0	\$0	\$0	\$0
	<b>Total</b>	<b>\$14,460</b>	<b>\$16,700</b>	<b>\$16,950</b>	<b>\$16,750</b>

**TRANSFER TO OTHER FUND**  
**Department 990**

FY 2013 will anticipate a smaller transfer of \$20,000 from the General Fund into Local Streets to cover the cost associated with a Local Street project to be determined by Council.

**DEPT 990 – TRANSFER TO OTHER FUND**

Line items	Description	2010 Actual	2011 Budget	2012	2013
999.100	Transfer to Major Streets	\$0	\$0	\$0	\$0
999.200	Transfer to Local Streets	\$84,100	\$80,000	\$80,000	\$20,000
	<b>Total</b>	<b>\$84,100</b>	<b>\$80,000</b>	<b>\$80,000</b>	<b>\$20,000</b>



## TOTAL GENERAL FUND EXPENDITURES

2010 Actual	2011 Budget	2012	2013
\$2,390,927	\$2,185,800	\$2,196,135	\$2,217,200

## General Fund - Fund Balance Amounts

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
Fund Balance 11-30-11	\$854,682

# 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 2012 budget included funding for engineering and construction for the Glenside Phase III project. The 2013 budget does not include funding for a project as the next Major Street project is not expected until 2016. This should allow the Major Street fund to regenerate any additional revenue for a future project.

### FUND 202 – REVENUES

Line items	Description	2010 Actual	2011 Budget	2012	2013
569.000	Gas & Weight Tax	\$143,419	\$142,900	\$141,500	\$139,350
570.000	Build Michigan Program	\$5,287	\$5,200	\$5,250	\$5,200
571.000	Surface Transportation Rev.	\$0	\$0	\$369,000	\$0
572.000	Winter Maintenance	\$0	\$1,000	\$0	\$0
665.000	Interest on Investments	\$886	\$1,500	\$1,000	\$1,000
665.100	Gain (loss) on investments	\$511	\$0	\$0	\$0
672.000	(METRO)	\$10,493	\$10,100	\$10,000	\$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		\$0	\$0	\$0
	<b>Total</b>	<b>\$160,595</b>	<b>\$160,700</b>	<b>\$526,750</b>	<b>\$155,550</b>

### FUND 202 – EXPENDITURES

#### DEPT. 451 6 CONSTRUCTION

Line items	Description	2010 Actual	2011 Budget	2012	2013
818.000	Contract Services	\$0	\$0	\$0	\$0
820.000	Engineering	\$950	\$45,300	\$68,000	\$0
822.000	Construction	\$4,032	\$0	\$638,000	\$0
	<b>Total</b>	<b>\$4,981</b>	<b>\$0</b>	<b>\$706,000</b>	<b>\$0</b>

#### DEPT. 463 6 ROUTINE MAINTENANCE

Line items	Description	2010 Actual	2011 Budget	2012	2013
726.000	Supplies & Materials	\$1,056	\$3,500	\$4,200	\$4,000
818.000	Contract Services	\$18,606	\$2,500	\$2,500	\$2,000
942.000	Office & Garage Rental	\$3,850	\$3,900	\$4,000	\$3,700
943.000	Equipment Rental	\$3,071	\$4,500	\$4,500	\$4,200
	<b>Total</b>	<b>\$26,583</b>	<b>\$14,400</b>	<b>\$15,200</b>	<b>\$13,900</b>

DEPT. 474 6 TRAFFIC SERVICES

Line items	Description	2010 Actual	2011 Budget	2012	2013
730.000	Traffic Control Supplies	\$230	\$500	\$500	\$700
775.000	Traffic Signals-Electricity	\$3,814	\$4,000	\$2,600	\$3,300
818.000	Contract Services	\$3,308	\$3,000	\$2,750	\$3,000
925.000	Signal Charges - Railroad	\$0	\$800	\$760	\$750
	<b>Total</b>	<b>\$7,352</b>	<b>\$8,300</b>	<b>\$6,610</b>	<b>\$7,750</b>

DEPT. 478 6 WINTER MAINTENANCE

Line items	Description	2010 Actual	2011 Budget	2012	2013
731.000	Rock Salt	\$4,564	\$3,000	\$4,555	\$3,000
943.000	Equipment Rental	\$8,228	\$15,000	\$11,500	\$10,250
	<b>Total</b>	<b>\$12,792</b>	<b>\$18,000</b>	<b>\$16,055</b>	<b>\$13,250</b>

DEPT. 484 - ADMINISTRATION

Line items	Description	2010 Actual	2011 Budget	2012	2013
825.000	Administrative Fee	\$13,814	\$15,500	\$15,000	\$13,800
961.000	Investment Fee	\$0	\$0	\$0	\$0
990.000	Labor Transfer	\$22,536	\$42,000	\$50,000	\$28,000
990.002	Transfer to Local Streets	\$10,000	\$5,000	\$0	\$0
	<b>Total</b>	<b>\$46,350</b>	<b>\$62,500</b>	<b>\$65,000</b>	<b>\$41,800</b>

DEPT. 487 6 CARE OF TREES

Line items	Description	2010 Actual	2011 Budget	2012	2013
818.000	Contract Services	\$4,230	\$5,500	\$5,000	\$3,000
943.000	Equipment Rental	\$144	\$500	\$500	\$400
	<b>Total</b>	<b>\$4,374</b>	<b>\$6,000</b>	<b>\$5,500</b>	<b>\$3,400</b>

DEPT. 488 6 CONSTRUCTION & REPAIR

Line items	Description	2010 Actual	2011 Budget	2012	2013
726.000	Supplies & Materials	\$0	\$200	\$500	\$0
818.000	Contract Services	\$0	\$0	\$0	\$0
820.000	Engineering (Permits)	\$0	\$2,600	\$0	\$0
943.000	Equipment Rental	\$561	\$1,000	\$1,000	\$500
	<b>Total</b>	<b>\$561</b>	<b>\$3,800</b>	<b>\$1,500</b>	<b>\$500</b>

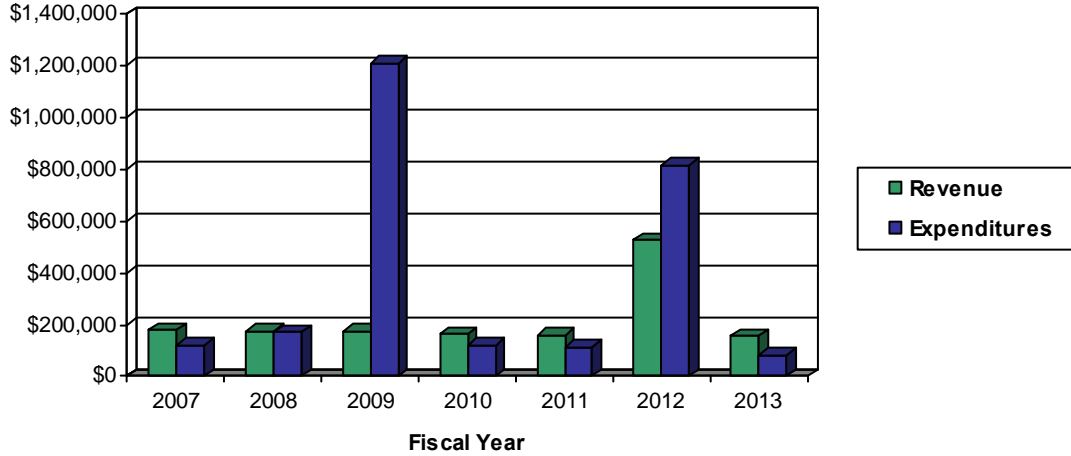
## TOTAL MAJOR STREETS EXPENDITURES

2010 Actual	2011 Budget	2012	2013
\$102,992	\$113,000	\$815,865	\$80,600

### Major Street Fund – Fund Balance Amounts

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
Fund Balance 11-30-11	\$68,763

#### 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 2013, the revenues for local streets (other than the transfer) are not expected to change much from their 2012 levels. Expenditures in 2012 included the repaving of Woodside Road west of Roosevelt Road. 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 2013 Budget contains funding for a street resurfacing project with a transfer from the General Fund in the amount of \$20,000. Any reserves will be collected in the Fund Balance for future road projects.

#### FUND 203 – REVENUES

Line items	Description	2010 Actual	2011 Budget	2012	2013
569.000	Gas & Weight Tax	\$54,796	\$55,700	\$53,500	\$54,200
570.000	Build Michigan Program	\$2,020	\$2,000	\$1,800	\$1,800
572.000	Winter Maintenance Pmt	\$0	\$0	\$0	\$0
665.000	Interest on Investments	\$303	\$1,000	\$300	\$170
665.100	Gain (loss) on investments	\$102	\$0	\$50	\$0
676.300	From General Fund	\$84,100		\$80,000	\$20,000
691.000	Transfers from Major Street	\$10,000	\$5,000	\$0	\$0
695.000	Grant Revenue	\$87,357		\$0	\$0
699.000	Transfer from other Fund	\$0	\$80,000	\$0	\$0
594.000	Miscellaneous Revenue	\$0	\$0	\$0	\$0
	<b>Total</b>	<b>\$238,678</b>	<b>\$143,700</b>	<b>\$135,650</b>	<b>\$76,170</b>

#### FUND 203 – EXPENDITURES

##### DEPT. 451 6 CONSTRUCTION

Line items	Description	2010 Actual	2011 Budget	2012	2013
818.000	Contract Services	\$135,331	\$75,000	\$75,000	\$35,000
820.000	Engineering	\$43,644	\$5,000	\$5,000	\$0
	<b>Total</b>	<b>\$178,975</b>	<b>\$80,000</b>	<b>\$80,000</b>	<b>\$35,000</b>

DEPT. 463 6 ROUTINE MAINTENANCE

Line items	Description	2010 Actual	2011 Budget	2012	2013
726.000	Supplies & Materials	\$1,918	\$500	\$550	\$450
818.000	Contract Services	\$0	\$0	\$0	\$0
942.000	Office & Garage Rental	\$1,800	\$2,000	\$2,000	\$1,750
943.000	Equipment Rental	\$1,585	\$3,000	\$2,800	\$1,000
	<b>Total</b>	<b>\$5,303</b>	<b>\$5,500</b>	<b>\$5,350</b>	<b>\$3,200</b>

DEPT. 474 6 TRAFFIC SERVICES

Line items	Description	2010 Actual	2011 Budget	2012	2013
730.000	Traffic Control Supplies	\$134	\$300	\$400	\$250
	<b>Total</b>	<b>\$134</b>	<b>\$300</b>	<b>\$400</b>	<b>\$250</b>

DEPT. 478 6 WINTER MAINTENANCE

Line items	Description	2010 Actual	2011 Budget	2012	2013
731.000	Road Salt/Sand	\$7,752	\$1,000	\$2,000	\$1,000
943.000	Equipment Rental	\$5,545	\$11,000	\$9,500	\$7,000
	<b>Total</b>	<b>\$13,297</b>	<b>\$12,000</b>	<b>\$11,500</b>	<b>\$8,000</b>

DEPT. 484 6 ADMINISTRATION

Line items	Description	2010 Actual	2011 Budget	2012	2013
825.000	Administrative Fee	\$13,599	\$6,000	\$4,500	\$4,350
961.000	Investment Fees	\$0	\$0	\$0	\$0
990.000	Labor Transfer	\$17,215	\$33,000	\$30,000	\$18,000
	<b>Total</b>	<b>\$30,814</b>	<b>\$39,000</b>	<b>\$34,500</b>	<b>\$22,350</b>

DEPT. 487 6 CARE OF TREES

Line items	Description	2010 Actual	2011 Budget	2012	2013
818.000	Contract Services	\$1,600	\$3,000	\$3,000	\$2,000
943.000	Equipment Rental	\$599	\$500	\$500	\$1,000
	<b>Total</b>	<b>\$2,199</b>	<b>\$3,500</b>	<b>\$3,500</b>	<b>\$3,000</b>

DEPT. 488 6 STORM DRAIN CONSTRUCTION & REPAIR

Line items	Description	2010 Actual	2011 Budget	2012	2013
726.000	Supplies & Materials	\$0	\$250	\$200	\$0
818.000	Contract Services	\$0	\$250	\$0	\$0
820.000	Engineering	\$0	\$250	\$0	\$0
943.000	Equipment Rental	\$576	\$250	\$200	\$800
	<b>Total</b>	<b>\$576</b>	<b>\$1,000</b>	<b>\$400</b>	<b>\$800</b>

DEPT. 990 ó TRANSFER TO OTHER FUND

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

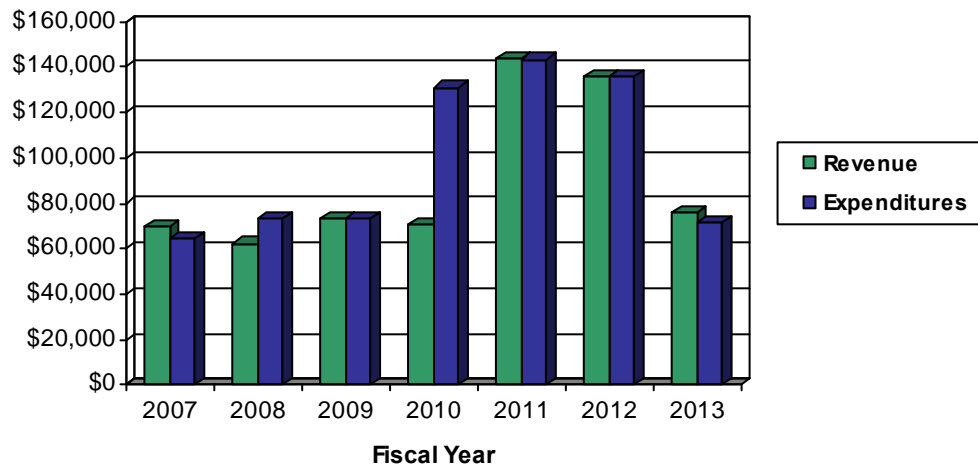
**TOTAL LOCAL STREETS EXPENDITURES**

2010 Actual	2011 Budget	2012	2013
\$231,299	\$141,300	\$135,650	\$71,800

**Local Streets Fund – Fund Balance Amounts**

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
Fund Balance 11-30-11	\$94,340

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 2013. 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	2010 Actual	2011 Budget	2012	2013
653.000	Income from Games	\$4,497	\$4,200	\$4,350	\$4,200
665.000	Interest on Investments	\$72			
667.000	Booth Rental	\$3,000	\$3,500	\$3,000	\$2,500
675.000	Donations	\$8,055	\$10,000	\$7,700	\$7,600
692.000	Miscellaneous Sales	\$0	\$100	\$0	\$0
	<b>Total</b>	<b>\$15,624</b>	<b>\$17,800</b>	<b>\$15,050</b>	<b>\$14,300</b>

### FUND 235 – EXPENDITURES

Line items	Description	2010 Actual	2011 Budget	2012	2013
726.000	Supplies & Materials	\$1,346	\$3,000	\$3,000	\$2,800
735.000	Games	\$6,984	\$9,000	\$7,200	\$7,000
736.000	Prizes	\$363	\$400	\$400	\$300
818.000	Contract Services	\$3,568	\$4,000	\$4,000	\$4,000
886.000	Civic Promotion	\$835	\$300	\$150	\$0
905.000	Publishing	\$440	\$300	\$250	\$200
	<b>Total</b>	<b>\$13,535</b>	<b>\$17,000</b>	<b>\$15,000</b>	<b>\$14,300</b>



### Roosevelt Park Day Fund – Fund Balance Amounts

<b>Fund Balance 11-30-04</b>	<b>\$11,650</b>
<b>Fund Balance 11-30-05</b>	<b>\$14,570</b>
<b>Fund Balance 11-30-06</b>	<b>\$13,875</b>
<b>Fund Balance 11-30-07</b>	<b>\$19,290</b>
<b>Fund Balance 11-30-08</b>	<b>\$19,678</b>
<b>Fund Balance 11-30-09</b>	<b>\$21,290</b>
<b>Fund Balance 11-30-10</b>	<b>\$29,934</b>
<b>Fund Balance 11-30-11</b>	<b>\$29,887</b>

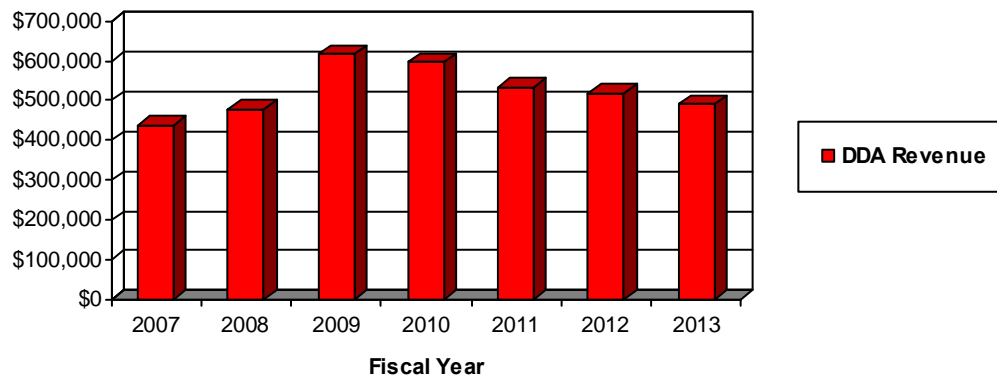
## Downtown Development Authority

### 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 steady in 2012 with \$30,600 reimbursed to the applicants who have completed their respective projects. A maximum reimbursement of \$15,000 per application is allowed under the façade grant program guidelines.

The DDA will experience less revenue in 2013 as property values continue to slide downward and the settlements for several tax tribunals are scheduled for 2013. 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 was refinanced in 2012 and the interest rate is significantly lower.

**DDA Revenue**



**FUND 248 - REVENUES**

Description	2010 Actual	2011 Budget	2012	2013
Current Real Property Tax	\$583,157	\$530,000	\$515,000	\$487,000
IFT & CFT Taxes	\$30,871			\$1,350
Interest on Investments	\$1,567	\$4,000	\$2,000	\$2,000
Gain (loss) on Investments	\$0	\$0		\$0
Insurance Claims	\$0	\$0		\$0
Bond Proceeds	\$114,900			\$0
Other Revenue - Fund Bal.	\$0	\$0		\$0
<b>Total</b>	<b>\$730,495</b>	<b>\$534,000</b>	<b>\$517,000</b>	<b>\$490,350</b>

**FUND 248 - EXPENDITURES**

**DEPT. 451 - CONSTRUCTION**

Description	2010 Actual	2011 Budget	2012	2013
Contract Services - Eng&Arch	\$24,777	\$15,000	\$6,000	\$8,500
Broadway Streetscape	\$19,712	\$15,000	\$15,000	\$10,000
Oak Ridge Rd Construction	\$0	\$0	\$0	\$0
Towne Center Development	\$0	\$0	\$0	\$0
Sherman Blvd. Water Main	\$0	\$0	\$0	\$0
Façade Imp. Program	\$58,396	\$80,000	\$55,000	\$45,000
Relocate DPW Facility	\$36,716	\$0	\$0	\$0
Other Construction	\$49,667	\$25,000	\$50,000	\$50,000
Property Purchase	\$133,071		\$38,500	\$38,300
<b>Total</b>	<b>\$322,339</b>	<b>\$135,000</b>	<b>\$164,500</b>	<b>\$151,800</b>

**DEPT. 990 ó TRANSFER TO OTHER FUND**

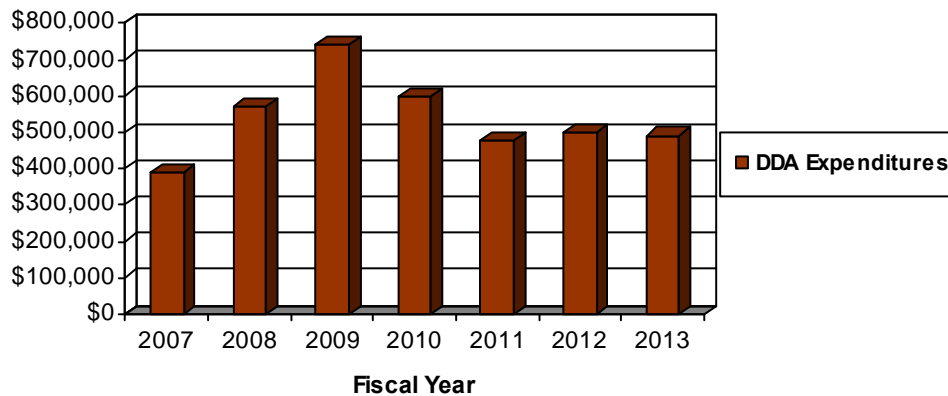
Description	2010 Actual	2011 Budget	2012	2013
Transfer - General Fund	\$156,000	\$156,000	\$156,000	\$156,000
Gen Fund - Reimburse	\$0	\$2,500	\$0	\$0
Transfer - Debt Service Fund	\$155,783	\$157,000	\$177,000	\$182,000
Reserve - Property Purchase	\$0	\$50,000	\$0	\$0
<b>Total</b>	<b>\$311,783</b>	<b>\$365,500</b>	<b>\$333,000</b>	<b>\$338,000</b>

**TOTAL DDA EXPENDITURES**

2010 Actual	2011 Budget	2012	2013
<b>\$634,121</b>	<b>\$475,500</b>	<b>\$497,500</b>	<b>\$489,800</b>

### DDA Fund – Fund Balance Amounts

<b>Fund Balance 11-30-04</b>	<b>\$103,773</b>
<b>Fund Balance 11-30-05</b>	<b>\$363,413</b>
<b>Fund Balance 11-30-06</b>	<b>\$220,748</b>
<b>Fund Balance 11-30-07</b>	<b>\$220,748</b>
<b>Fund Balance 11-30-08</b>	<b>\$302,369</b>
<b>Fund Balance 11-30-09</b>	<b>-\$132,810</b>
<b>Fund Balance 11-30-10</b>	<b>\$96,627</b>
<b>Fund Balance 11-30-11</b>	<b>\$206,284</b>



### 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	2010 Actual	2011 Budget	2012	2013
665.000	Interest on Investments	\$0	\$0	\$0	\$0
990.000	Transfer from DDA Fund	\$155,729	\$157,000	\$177,000	\$182,000
990.001	Transfer from Sewer Fund	\$0	\$27,000	\$27,700	\$27,000
990.002	Transfer from Water Fund	\$0	\$37,800	\$39,700	\$38,700
	<b>Total</b>	<b>\$155,729</b>	<b>\$221,800</b>	<b>\$244,400</b>	<b>\$247,700</b>

**FUND 301 - EXPENDITURES**

Line items	Description	2010 Actual	2011 Budget	2012	2013
968.200	Principal - DDA Bonds	\$95,000	\$100,000	\$125,000	\$135,000
968.300	Interest - DDA Bonds	\$60,783	\$57,000	\$53,000	\$47,050
	Principal - 2007 Bonds	\$0	\$40,000	\$44,000	\$45,000
	Interest - 2007 Bonds	\$0	\$24,800	\$22,400	\$20,650
	<b>Total</b>	<b>\$155,783</b>	<b>\$221,800</b>	<b>\$244,400</b>	<b>\$247,700</b>

**SEWER FUND****Fund 590**

A substantial increase in the wholesale sewage treatment rate (21.5%) adopted by the County in 2011 caused the City to follow up with an increase of 20% for the retail sewer rates. The high cost of sewage treatment coupled with the on-going groundwater problem has impacted the short-term sewage treatment costs. In 2012, 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 year after year for the treatment of groundwater as sewerage and will continue to pay some of the highest commodity rates in the County. The recent adjustment to the sewer rate has improved the revenue stream for the Sewer Fund and we are anticipating a surplus in this fund in FY 2013.

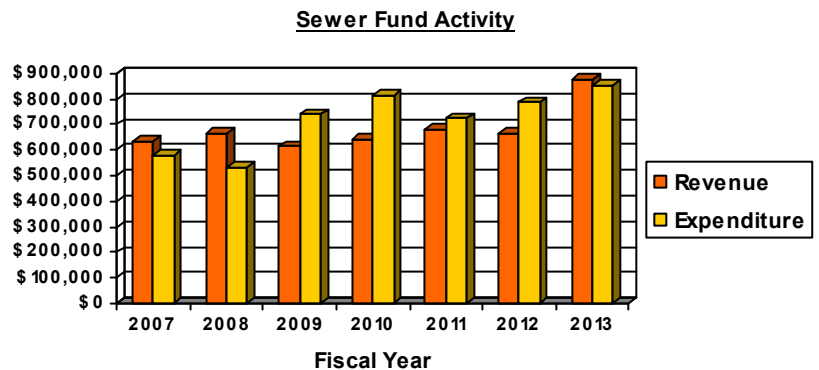
**FUND 590 – REVENUES**

Description	2010 Actual	2011 Budget	2012	2013
Sewage Service	\$713,765	\$660,000	\$656,000	\$861,705
Penalties	\$10,033	\$9,700	\$10,000	\$11,250
Sewer Connections	\$0	\$5,000	\$0	\$0
Meter Sales	\$0	\$300	\$0	\$0
Sewer Permits	\$0	\$100	\$0	\$0
Interest on Investments	\$1,277	\$3,000	\$1,000	\$850
Gain (Loss) on Investments	\$178	\$0	\$0	\$0
Contributed Capital	\$65,519	\$0	\$0	\$0
Miscellaneous Revenues	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$790,771</b>	<b>\$678,100</b>	<b>\$667,000</b>	<b>\$873,805</b>

**FUND 590 – EXPENDITURES**

Description	2010 Actual	2011 Budget	2012	2013
Supplies & Materials	\$104	\$300	\$500	\$1,500
Tools	\$0	\$100	\$200	\$400
Sewer Connection Material	\$0	\$4,000	\$3,000	\$2,000
Wastewater Disposal	\$222,541	\$327,300	\$298,249	\$329,264
Interceptor Bond 17M	\$46,845	\$57,100	\$66,676	\$63,415
Collection System Bonds 1a	\$31,808	\$37,500	\$44,776	\$47,984
Collection System Bonds 1b	\$24,399	\$54,000	\$35,698	\$38,747
66" Force Main Bonds 1& 2	\$66,384	\$49,500	\$95,040	\$95,758
Computer Software	\$0	\$4,000	\$1,000	\$1,000
Contractual Services	\$28,856	\$16,000	\$20,000	\$20,000
Contractual Repair	\$0	\$0	\$2,000	\$2,000
Software Support	\$660	\$700	\$750	\$750
Engineering	\$0	\$1,000	\$1,000	\$1,000
Administrative Fee	\$108,788	\$99,300	\$100,050	\$131,070
Meeting Expense	\$0	\$100	\$100	\$100
Printing	\$179	\$100	\$100	\$100
Electricity - GWP	\$3,752	\$3,500	\$3,900	\$4,500
GWP - Repair	\$519	\$1,500	\$2,000	\$2,000
Office & Garage Rental	\$13,400	\$13,400	\$13,400	\$13,400
Equipment Rental	\$6,000	\$4,000	\$4,000	\$4,000
Miscellaneous	\$147	\$100	\$150	\$150
Memberships & Dues	\$2,000	\$2,000	\$60	\$2,100
Investment Fees	\$0	\$0	\$0	\$0
Amoritzation	\$0	\$0	\$0	\$0
Depreciation	\$43,393	\$0	\$40,500	\$40,500
Uncollected Revenue Exp.	\$0	\$0	\$0	\$0
Labor Transfer	\$22,981	\$20,500	\$25,000	\$25,000
Transfer - Debt Service Fund	\$0	\$27,050	\$27,700	\$26,956
2.3M Bond - 1992	\$0	\$0		\$0
23M Bond - 1989	\$0	\$0		\$0
23M Bond - 1996	\$0	\$0		\$0
Transfer - Construction Fund	\$0	\$0		\$0
<b>Total</b>	<b>\$622,755</b>	<b>\$723,050</b>	<b>\$785,849</b>	<b>\$853,694</b>

<b>Fund Balance 11-30-04</b>	<b>\$665,847</b>
<b>Fund Balance 11-30-05</b>	<b>\$434,281</b>
<b>Fund Balance 11-30-06</b>	<b>\$448,411</b>
<b>Fund Balance 11-30-07</b>	<b>\$477,011</b>
<b>Fund Balance 11-30-08</b>	<b>\$455,417</b>
<b>Fund Balance 11-30-09</b>	<b>\$240,566</b>
<b>Fund Balance 11-30-10</b>	<b>\$337,886</b>
<b>Fund Balance 11-30-11</b>	<b>\$593,837</b>



## WATER FUND

### Fund 591

This fund provides for the operation and maintenance of the water distribution system and all appurtenances. 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. In 2012 the City agreed to a 40 year contract for water that lowers the current multiplier charged for water supplied by the Muskegon Filtration Plant. The 40 year agreement is multi-jurisdictional and incorporates all pre-existing Muskegon Filtration customers under a single contract with a long-term uniform rate structure.

#### FUND 591 – REVENUES

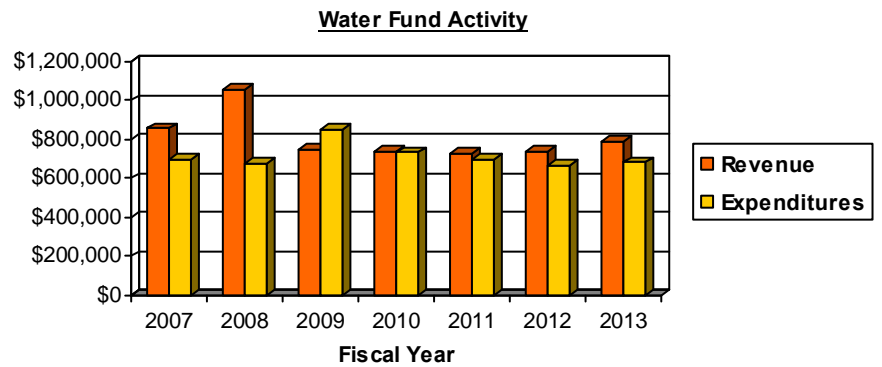
Description	2010 Actual	2011 Budget	2012	2013
Hydrant Rental	\$0	\$100	\$0	\$200
Penalties	\$9,254	\$10,000	\$10,500	\$10,800
Water Connections	\$0	\$5,000	\$0	\$0
Irrigation Meter Sales	\$660	\$1,000	\$450	\$300
Meters Sales	\$0	\$100	\$0	\$0
Water Sales	\$753,008	\$710,000	\$722,000	\$780,631
Permits	\$0	\$0	\$0	\$0
Interest on Investments	\$2,059	\$3,000	\$1,350	\$1,500
Gain (Loss) on Investments	\$28	\$0	\$0	\$0
Contributed Capital	\$0	\$0	\$0	\$0
Miscellaneous Revenues	\$75	\$1,000	\$250	\$0
<b>Total</b>	<b>\$765,084</b>	<b>\$730,200</b>	<b>\$734,550</b>	<b>\$793,431</b>

#### FUND 591 – EXPENDITURES

Description	2010 Actual	2011 Budget	2012	2013
Tools	\$331	\$1,200	\$1,000	\$2,000
Water Hydrant Material	\$220	\$500	\$500	\$1,500
Water Main Repair Material	\$66	\$3,000	\$400	\$6,000
Water Service Conn. Material	\$6,018	\$4,000	\$2,000	\$2,000
Water Meters		\$4,000	\$4,000	\$4,000
Water Purchased	\$345,928	\$425,000	\$401,400	\$366,463
Computer Software Purch	\$0	\$0	\$0	\$500
Computer Hardware Purch	\$0	\$4,000	\$0	\$1,500
Contract Services	\$6,209	\$5,500	\$0	\$30,000
Software Support - Meters	\$660	\$600	\$750	\$750

Engineering	\$5,753	\$2,000	\$400	\$1,500
Testing and Administration		\$4,000	\$0	\$0
Administrative Fee	\$114,763	\$109,500	\$110,183	\$119,000
Conference & Workshops	\$0	\$500	\$500	\$700
Printing	\$62	\$300	\$400	\$400
Office & Garage Rental	\$16,100	\$18,500	\$18,500	\$18,500
Equipment Rental	\$10,000	\$10,000	\$10,000	\$10,000
Miscellaneous	\$408	\$500	\$600	\$1,000
Memberships & Dues	\$977	\$2,000	\$0	\$2,500
Investment Fees	\$0	\$0	\$0	\$0
Uncollected Revenue Exp	\$0	\$0	\$0	\$0
Interest Expense	\$14,678	\$10,000		\$0
Depreciation Expense	\$40,505	\$20,000	\$38,000	\$38,000
Labor Transfer	\$36,902	\$30,000	\$37,500	\$37,500
Transfer to 202 Fund	\$0	\$0	\$0	\$0
Transfer to Construction Fund	\$0	\$0	\$0	\$0
Transfer to Debt Service	\$0	\$39,000	\$37,600	\$38,669
<b>Total</b>	<b>\$599,580</b>	<b>\$694,100</b>	<b>\$663,733</b>	<b>\$682,482</b>

<b>Fund Balance 11-30-04</b>	<b>\$314,303</b>
<b>Fund Balance 11-30-05</b>	<b>\$494,963</b>
<b>Fund Balance 11-30-06</b>	<b>\$409,024</b>
<b>Fund Balance 11-30-07</b>	<b>\$591,499</b>
<b>Fund Balance 11-30-08</b>	<b>\$590,220</b>
<b>Fund Balance 11-30-09</b>	<b>\$724,307</b>
<b>Fund Balance 11-30-10</b>	<b>\$796,994</b>
<b>Fund Balance 11-30-11</b>	<b>\$1,204,525</b>



# 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. In 2012, the City purchased a new plow truck along with a new leaf vacuum used to maintain city property. Both purchases have replaced equipment that was in use by the City for twenty years. FY 2013 anticipates a replacement purchase of the riding lawn mower for the Department of Public Works.

### FUND 640 – REVENUES

Line items	Description	2010 Actual	2011 Budget	2012	2013
665.000	Interest on Investments	\$1,921	\$2,000	\$1,700	\$1,500
665.100	Gain (Loss) on Investments	\$716	\$0	\$0	\$0
676.100	Major Street Fund	\$12,003	\$20,800	\$17,000	\$15,350
676.000	Local Street Fund	\$8,306	\$15,000	\$11,950	\$9,800
676.300	General Fund	\$47,460	\$38,000	\$41,000	\$30,500
676.400	Water & Sewer Fund	\$16,000	\$14,500	\$14,000	\$14,000
679.000	Insurance Claim	\$0	\$0	\$0	\$0
680.000	Sale of Equipment	\$5,300	\$1,000	\$10,000	\$2,000
694.000	Miscellaneous Revenue	\$0	\$0	\$0	\$0
	<b>Total</b>	<b>\$91,706</b>	<b>\$91,300</b>	<b>\$95,650</b>	<b>\$73,150</b>

### FUND 640 - EXPENDITURES

Line items	Description	2010 Actual	2011 Budget	2012	2013
726.000	Supplies & Materials	\$4,812	\$7,500	\$7,500	\$4,300
751.000	Gas & Oil	\$15,221	\$20,000	\$22,200	\$15,200
825.000	Administrative Fee	\$9,411	\$13,000	\$14,347	\$10,973
936.000	Equipment Repair & Maint.	\$9,141	\$12,000	\$15,000	\$13,500
961.000	Investment Fees	\$0	\$0	\$0	\$0
969.000	Depreciation	\$9,498	\$17,500	\$3,700	\$2,700
985.000	Equipment Purchases	\$1,025	\$0	\$155,000	\$10,000
990.000	Labor Transfer	\$16,908	\$18,000	\$28,000	\$29,500
990.300	General Fund Reimb.	\$0	\$0	\$0	
	<b>Total</b>	<b>\$66,017</b>	<b>\$88,000</b>	<b>\$245,747</b>	<b>\$86,173</b>



### Equipment Fund – Fund Balance Amounts

<b>Fund Balance 11-30-04</b>	<b>\$345,643</b>
<b>Fund Balance 11-30-05</b>	<b>\$227,560</b>
<b>Fund Balance 11-30-06</b>	<b>\$220,908</b>
<b>Fund Balance 11-30-07</b>	<b>\$224,966</b>
<b>Fund Balance 11-30-08</b>	<b>\$222,003</b>
<b>Fund Balance 11-30-09</b>	<b>\$283,363</b>
<b>Fund Balance 11-30-10</b>	<b>\$318,809</b>
<b>Fund Balance 11-30-11</b>	<b>\$346,942</b>

### Five Year Capital Improvement Plan

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 and 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
<b>FY 2012</b>			
Glenside Reconstruct - Phase III	\$100,000	General Fund/Major Streets	2012
Park Improvements	\$15,000	General Fund	2012
Sidewalk - Norton Avenue	\$50,000	Downtown Dev Authority	2012
Plow/Salt Truck	\$135,000	Equipment Fund	2012
Leaf Vacuum	\$12,000	Equipment Fund	2012
<b>2012 Subtotal</b>	<b>\$312,000</b>		

<b>FY 2013</b>			
Police Cruiser	\$25,000	General Fund	2013
Sidewalk - Norton Avenue	\$50,000	Downtown Dev Authority	2013
Lawn Mower	\$10,000	Equipment Fund	2013
Resurface Tennis Courts	\$15,000	General Fund	2013
<b>2013 Subtotal</b>	<b>\$100,000</b>		

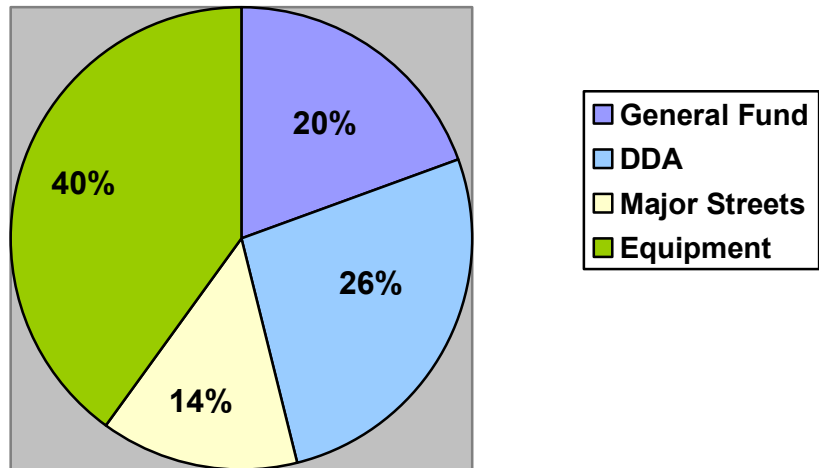
<b>FY 2014</b>			
Park Improvements	\$20,000	General Fund	2014
Sidewalk - Norton Avenue	\$50,000	Downtown Dev Authority	2014
Community Center Improvements	\$20,000	General Fund	2014
<b>2014 Subtotal</b>	<b>\$90,000</b>		

<b>FY 2015</b>			
Brush Chipper	\$ 25,000	Equipment Fund	2015
Police Cruiser	\$ 30,000	General Fund	2015
Park Improvements	\$ 15,000	General Fund	2015
<b>2015 Subtotal</b>	<b>\$ 70,000</b>		

<b>FY 2016</b>			
Sidewalk Plow	\$85,000	Equipment Fund	2016
Pick-up Truck	\$20,000	Equipment Fund	2016
Park Development	\$40,000	Downtown Dev Authority	2016
<b>2016 Subtotal</b>	<b>\$145,000</b>		

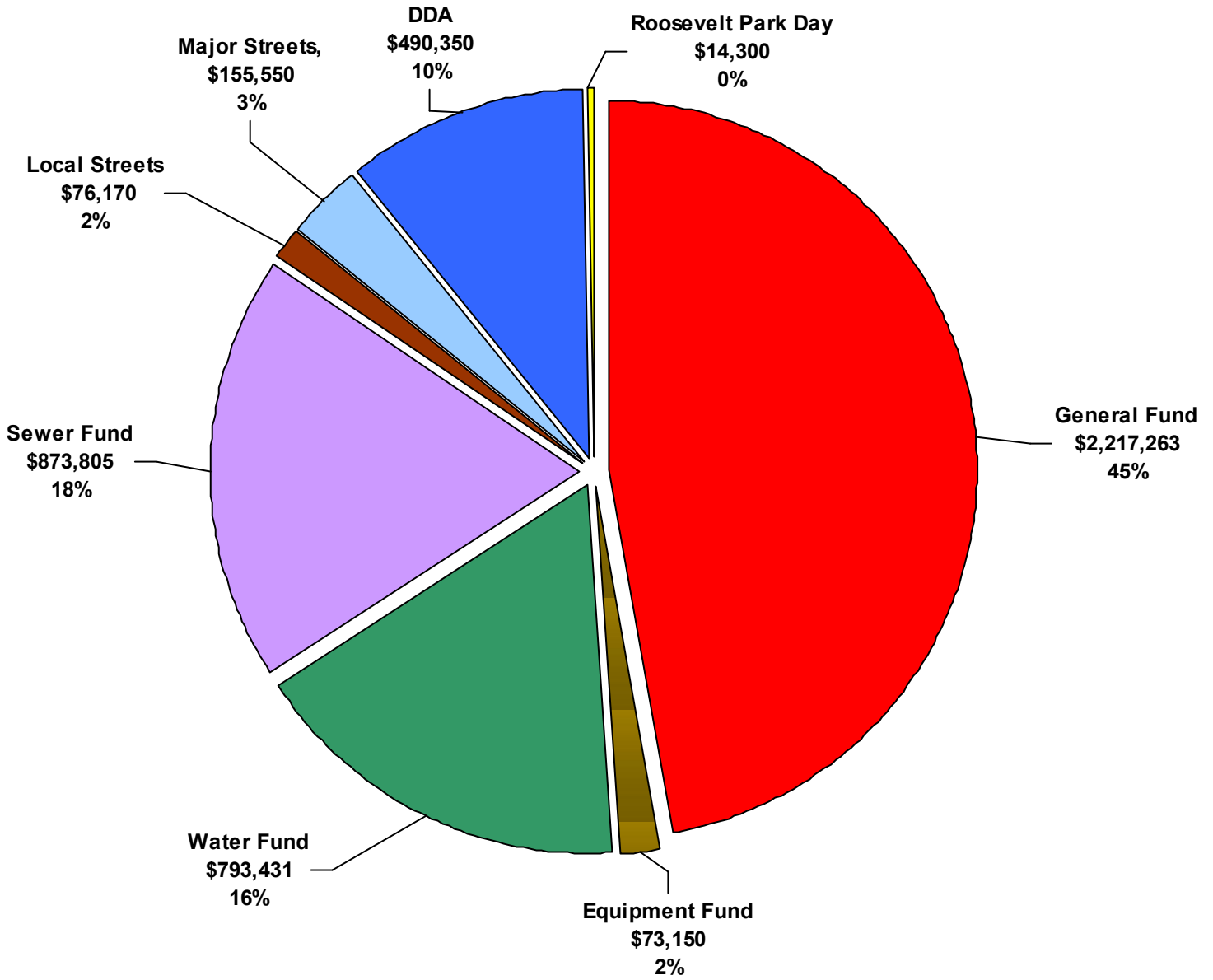
<b>TOTAL CIP PLAN</b>	<b>\$717,000</b>
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**Capital Expenses 2012 - 2016**

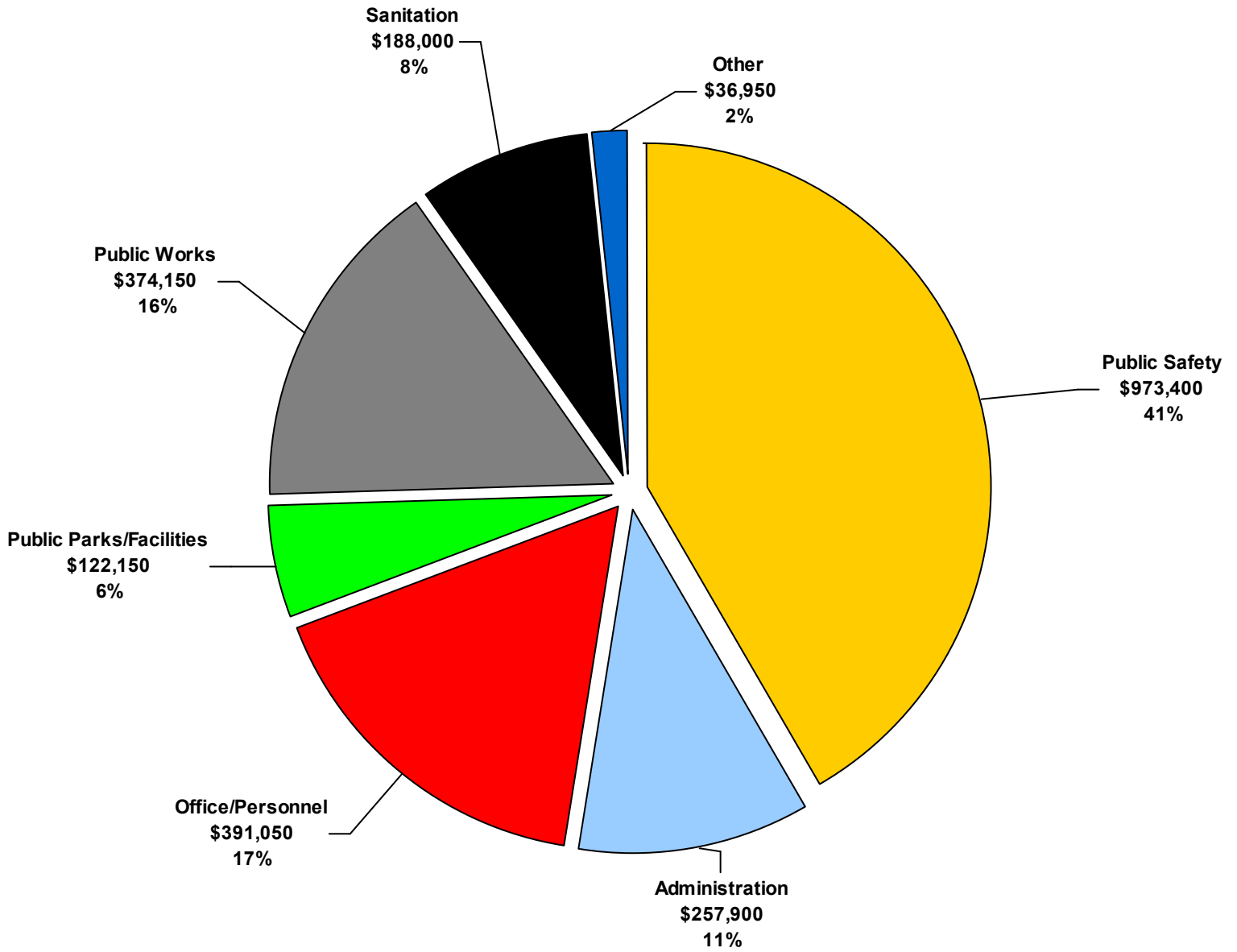


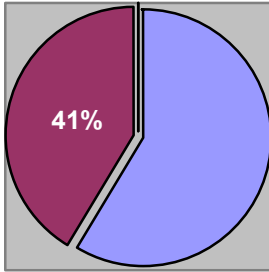
**APPENDIX**

# CITY BUDGET 2013

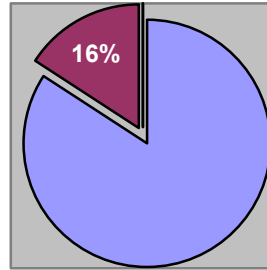


## GENERAL FUND 2013

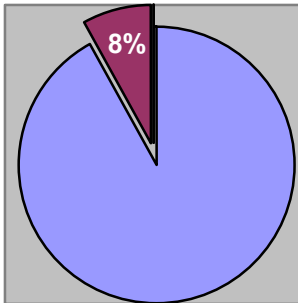




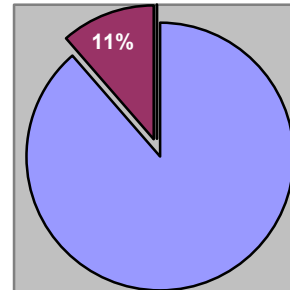
■ General Fund  
■ Public Safety



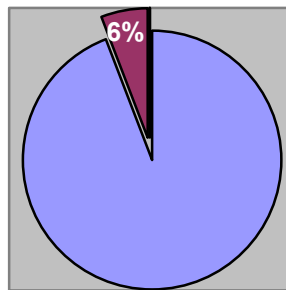
■ General Fund  
■ Public Works



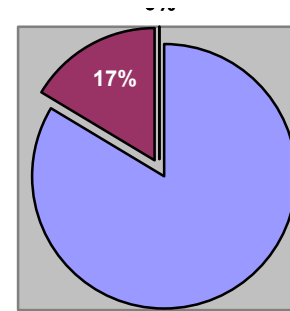
■ General Fund  
■ Sanitation



■ General Fund  
■ Administration



■ General Fund  
■ Parks/Facilities



■ General Fund  
■ Office/Personnel