

CHARTER TOWNSHIP OF MUNDY

2010 BUDGET





Charter Township of Mundy

FY 2010
Budget

Trustees

Mark Frost
Betty Harrison
Bill Morey
Dennis Owens

Supervisor

David Guigear

Clerk

Tonya Ketzler

Treasurer

Joe Oskey

Police Chief

James Petres

Fire Chief

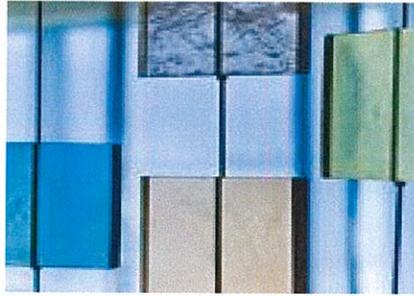
Toney Romans

Finance Director

Karen Ruddy

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Message from the Finance Director

2010 looks to be a challenging year for Mundy Township. The majority of the Township's major revenue sources are projected to be down in 2010. The economic downturn of past years has played havoc on housing values, as well as investment interest. Those factors, coupled with the State of Michigan's continued budget problems, have affected our property tax revenue, state revenue sharing and interest income to the tune of approximately \$420,000 in reduced budgeted revenue from 2009 for those sources alone. The State's 2010 fiscal year ends in September of 2010 while Mundy Township has a December 31st year end. Since the State has only projected the portion of revenue sharing we will be receiving as of June 30th 2010, we cannot accurately project six months of our 2010 budgeted revenue sharing; which means the decrease in revenue sharing could climb even higher than expected.

Health insurance premiums continue to increase and are budgeted in 2010 at a 7% increase over 2009. Although fuel costs seem to have leveled out for now, unforeseen increases in fuel or other energy costs could create budget uncertainties again this year.

The Township has taken many steps and continues to look for ways to reduce costs; no matter how small the impact may seem. The 2010 budget does not include any wage increases, and this has enabled us to keep most department budgets around their 2009 levels. However, even with expense reductions, it does not appear we can pass a balanced budget for 2010 without utilizing some prior year fund balance. Furthermore, Mundy Township is just starting to feel the effects of property devaluations on our budgets, and it appears that 2011 and 2012 budget years could be even more challenging than 2010. The Township will need to make plans to operate within current year revenues or else our fund balance could diminish to levels that would be considered unsafe to fund normal yearly operations.

Although the message seems dim, I believe Mundy Township can endure the next few years of this economic storm and emerge as a more productive and strategic Township. Thanks to the prudent and fiscally responsible actions of past and present Mundy Boards, the Township can utilize part of their fund balance during these rough periods if necessary, while formulating a plan that makes us both more focused and proactive. It is my belief that Mundy Township will continue as a strong vibrant community with a Board that believes in the best interests of its residents.

Karen K. Ruddy, Finance Director

Budget Overview

Mundy Township Information

Mundy Township is located in southwestern Genesee County near the US 23 expressway. The Township was legally formed March 3, 1837 and has a population of approximately 14,800 residents. The name of Mundy was chosen in honor of Edward A. Mundy, the Lieutenant Governor of Michigan. Mundy has a property mix of commercial and small industry, but the largest percentage of property is residential and farm land.

Governmental Fund Information

The Township has three major funds, The General Fund, Capital Improvement Fund and Sewer and Water Fund. The General Fund is a government fund that contains revenue and expenses that fund general operations of the Township, and is accounted for on the modified accrual basis. Modified accrual basis of accounting is a blend of both cash and full accrual. Revenue is recognized when it is considered available and measurable, while expenses are recognized when the liability has occurred. The General Fund's operating budget for 2010 is \$5,167,134; a decrease of \$637,000 from 2009's operating budget. This decrease was the affect of a larger transfer to the capital improvement fund for capital items that had been budgeted in 2009 but not purchased and increased road repairs; both expenses were approved by using prior year fund balance.

In 2009, the Township added a Capital Improvement Fund. This fund reserves money set aside each year for future general fund expenditures of capital assets. Departments can forecast future needs and money will be transferred to the Capital Improvement Fund from the General Fund. In the event the Township's future capital needs change, money set aside in this Fund can be re-appropriated by the Township Board at any time. However, this Fund's creation attempts to plan adequately now for future needs, instead of examining large purchases in current year budgeting processes. In 2010 the Board reduced the transfer made from the General Fund from the 2009 level of \$325,000 to \$201,000 in efforts to help balance the General Fund budget without the use of fund balance.

The Sewer and Water Fund is an Enterprise Fund. An Enterprise Fund's financial activity is handled similar to a regular business, and is accounted for using the full accrual basis. Full accrual accounting means revenues and expenses are recognized when earned, not necessarily when the cash is received or spent. The Sewer and Water Fund's 2010 operating budget is \$5,779,177. The 2010 budget includes appropriations for capital outlay of approximately \$1.8 million which will be used to bring the billing in house which will require purchasing radio read software as well as installation of several master meters. Currently, the Township contracts with Genesee County for billing and maintenance. However, the County's billing software does not allow for the proper reporting and analysis that is necessary to make high level decisions about budgeting and rate increases.

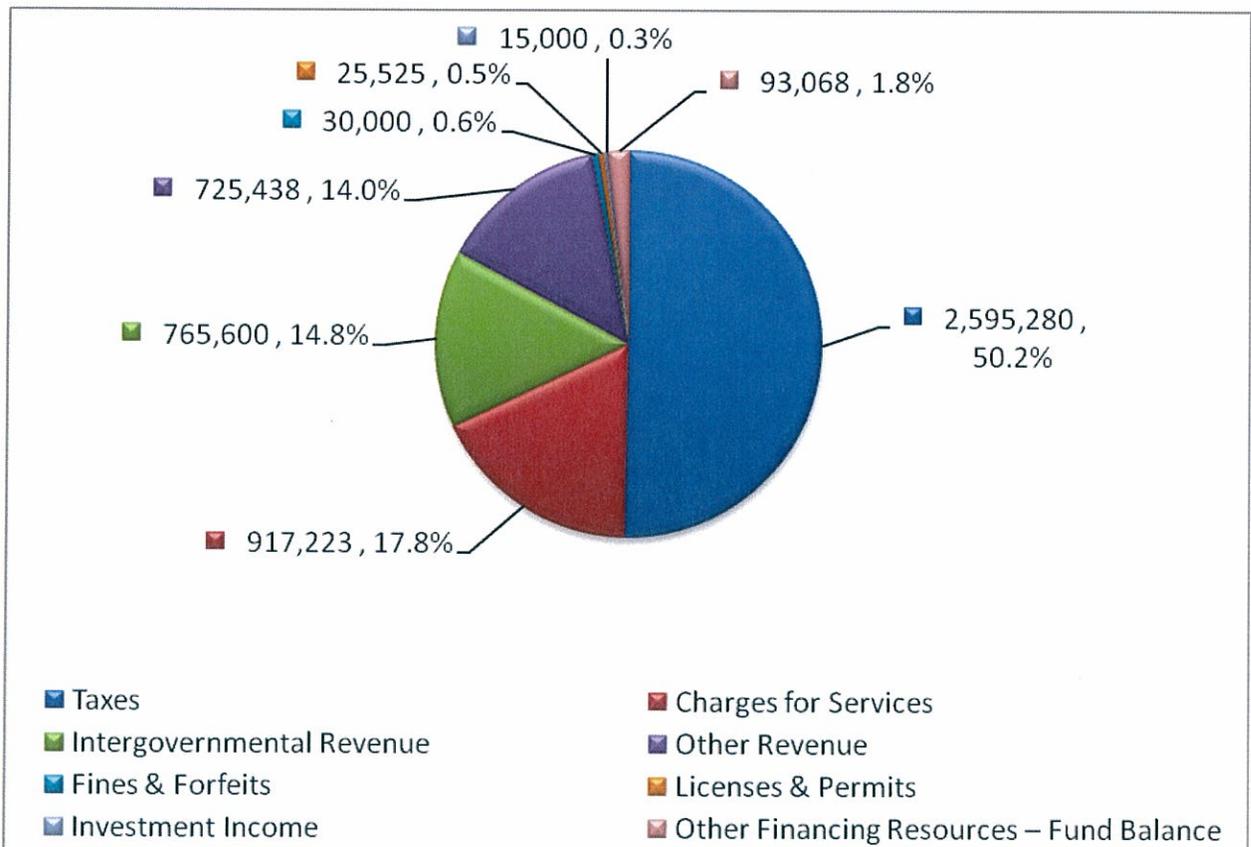
General Fund Overview

Revenue

The General Fund's two largest revenue sources are property taxes at 51% of total revenue and State revenue sharing at 15% of total revenue. Although charges for services makes up 18% of total General Fund revenue, this revenue is special assessment collections which are collected to offset the cost of disposal services and street lighting which are charged back to residents. In 2010, property taxes (excluding administration fees) **decreased** by 5.7% over 2009, compared with a 1.5% increase in 2009 from 2008, and a 5.9% increase in 2008 from 2007.

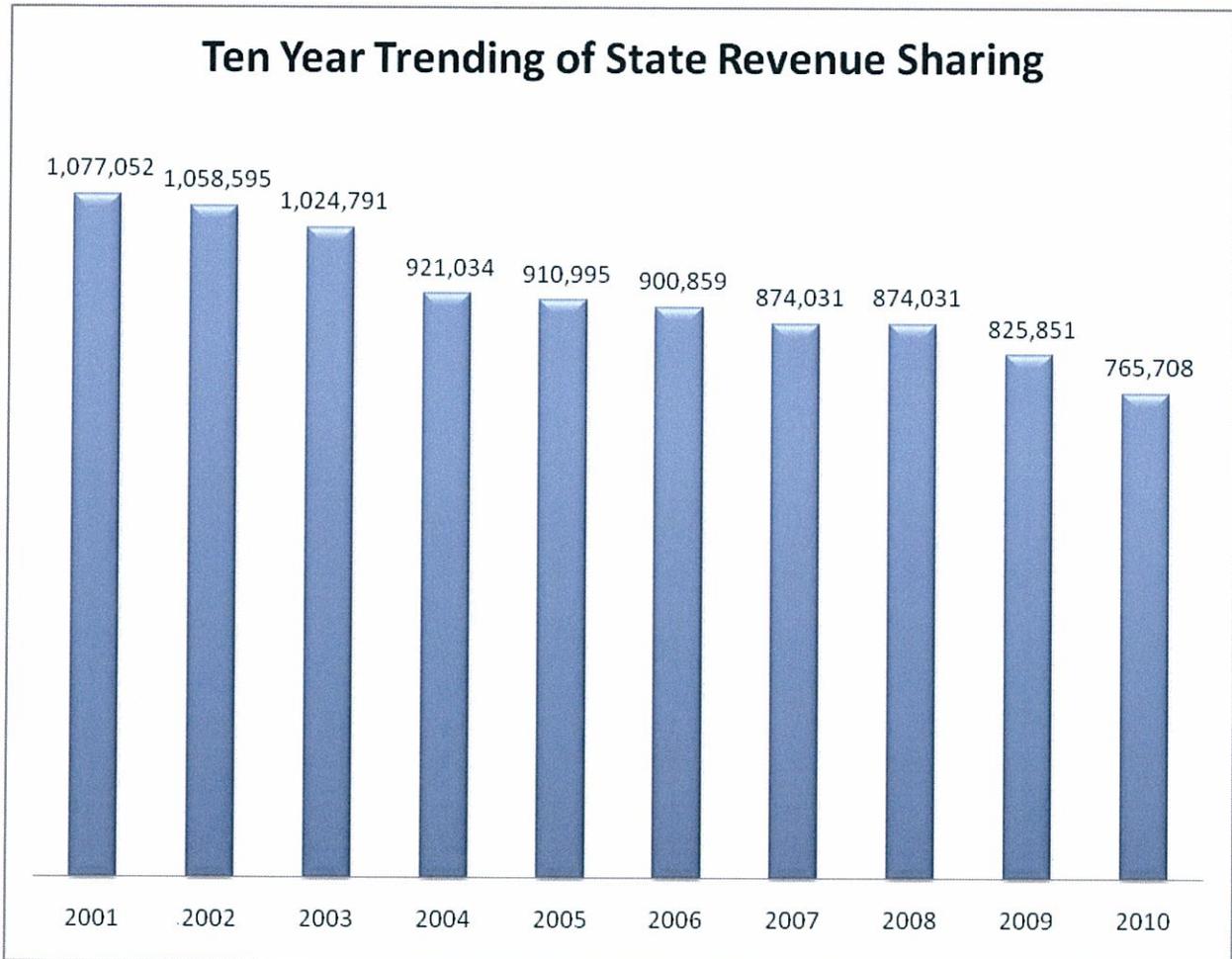
FY 2010 budgeted revenue is \$5,167,134, compared with FY 2009 budgeted revenue of \$5,804,140; for a decrease of \$637,000. 2009 budgeted revenue utilized prior years' fund balance of about \$357,000 to offset additional street repair and transfers to the Capital Improvement Fund, whereas the 2010 budgeted revenue only uses about \$93,000 of prior years' fund balance in order to have a balanced budget. Also, reductions in property tax revenue, state revenue sharing and interest income made up approximately \$423,000 in revenue reductions from last year's budget. Below is an overview of revenue by source for the General Fund:

General Fund – Budgeted Revenue by Source as a Percent of Total Budgeted Revenue



State Revenue Sharing

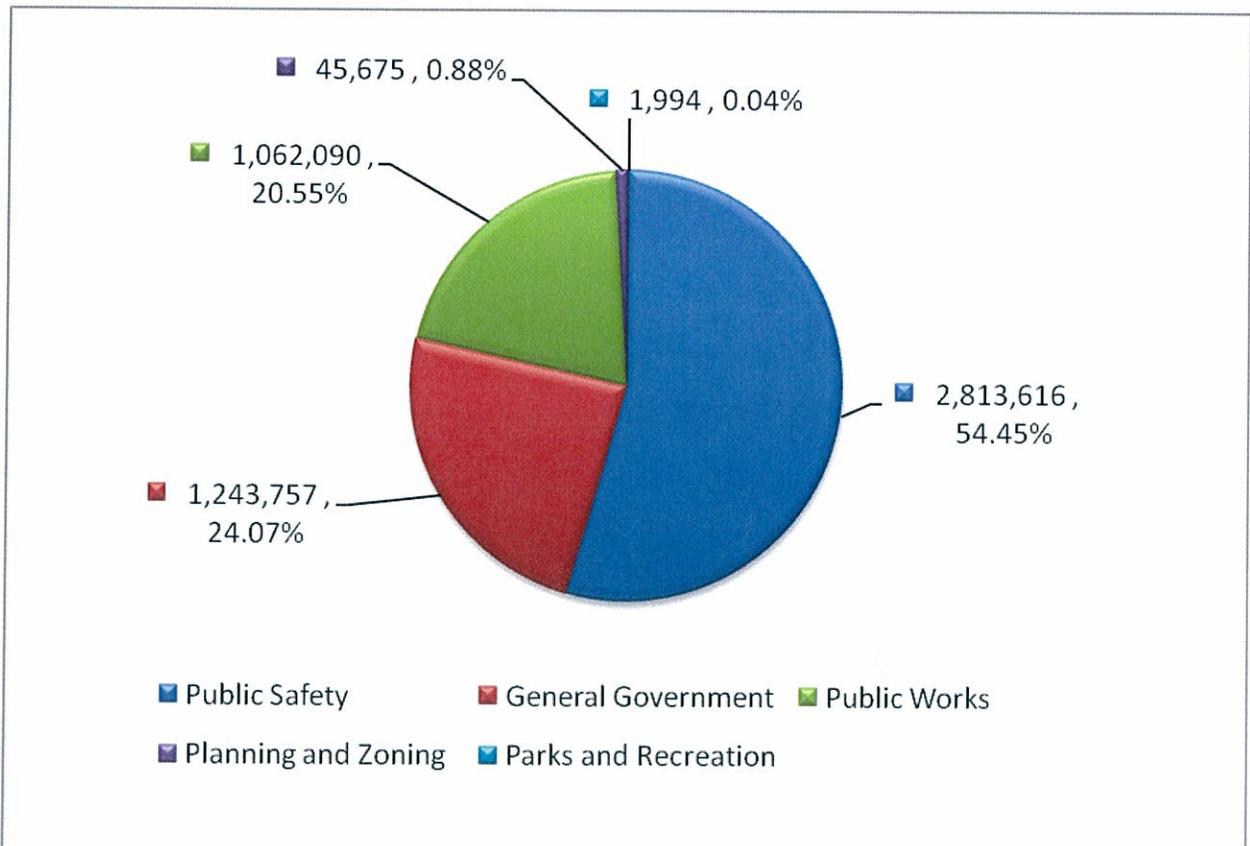
For over ten years the State has reduced revenue sharing to local units. As a result local units of government have had to rely greater on property tax collection, find additional revenue sources, and/or reduce services. In 2009 the State reduced Mundy Township’s revenue sharing by 5.5% from 2008. Furthermore, in 2010 statutory revenue sharing of \$27,000 was totally eliminated and our revenue was reduced by an additional 7.3%. These reductions totaled over \$108,000 in revenue sharing in 2010. Below is a graphical depiction of ten years of revenue sharing based on the State’s fiscal year.



Expenditures

The General Fund expenditures budget for 2010 is \$5,167,134, compared with 2009 budgeted expenditures of \$5,804,140. The decrease between years is primarily due to a reduction to street maintenance and transfer to the capital improvement fund. These two items were increased in 2009 from our original budget and were funded utilizing fund balance. However, the transfer to the Capital Improvement Fund was reduced by \$124,000 making the 2010 transfer only \$201,000 instead of \$325,000; which was the original yearly planned amount when the Fund was established. The largest operating cost to the Township is public safety which includes police, firefighting, and building inspection/code enforcement; accounting for over 54% of the Township's overall budget. General Government expenditures include a transfer out to the Capital Improvement Fund of \$325,000. The majority of this transfer amount is appropriations to replace police and fire vehicles. In the past these expenditures were budgeted in individual departments. If these capital items were to be included in police and fire budgets this would increase these departments percentage of budgeted expenditures. Below is an overview of expenditures by function for the General Fund:

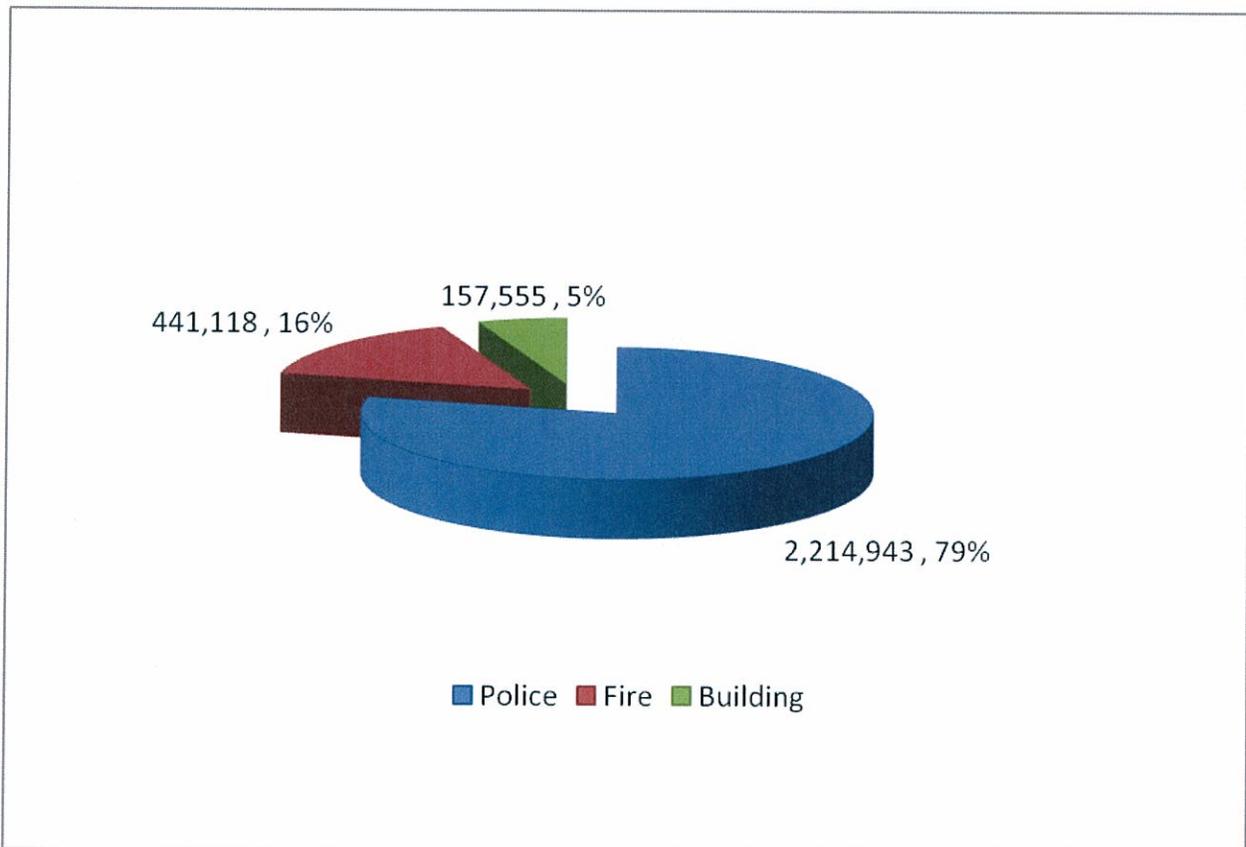
General Fund – Budgeted Expenditures by Function as a Percentage of Total Expense Budget



Expenditures-Continued

As with most municipalities, public safety services make up the largest portion of budgeted dollars each year. As shown in the graph on the preceding page, public services make up 54% of the total 2010 General Fund expenditure budget. However, the police department makes up 79% of the budget under the public safety function. It will be important in the years ahead to carefully examine ways to keep public services at a level that best services the residents. The police personnel budget was reduced by one patrol position through attrition in 2010. The fire department reduced part time hours for the administration and maintenance positions; both department cuts were made to help balance the budget.

Below is a graph that represents the Police, Fire and Building individual budgets as a percent of the total 2010 Public Safety Budget.



**GENERAL FUND
2010 FINANCIAL SUMMARY**

Estimated Revenue Sources

Taxes	\$ 2,595,280
License and Permits	25,525
Intergovernmental Revenue	765,600
Charges for Services	917,223
Fines and Forfeits	30,000
Interest Income	15,000
Other Revenue	725,438
Other Financing Sources-Fund Balance	<u>93,068</u>

Total Budgeted Revenue Sources **\$ 5,167,134**

Estimated Expenditures

Trustees	\$ 41,547
Township Attorney	82,400
Labor Relations	33,000
Supervisor	193,428
Finance	149,037
Clerk	142,275
Treasurer	168,945
Assessor	158,401
Elections	42,652
Police	2,214,943
Fire	441,118
Building	157,555
Planning Board	34,888
Zoning Board of Appeals	10,787
Parks and Recreation	1,994
Cemetery	6,229
Other Public Works Expenses	1,055,862
Other General Expenses	<u>232,073</u>

Total Budgeted Expenditures **\$ 5,167,134**

Budgeted Net Revenue (Expenditures) **\$ 0**

Estimated Fund Balance

Fund Balance at December 31, 2008 (Audited)	\$ 5,012,990
Estimated Change in Fund Balance at Dec 31, 2009	<u>(399,524)</u>
Fund Balance at December 31, 2009	\$ 4,613,466
Estimated Change in Fund Balance at Dec 31, 2010	<u>(93,068)</u>
Estimated Fund Balance at December 31, 2010	\$ 4,520,398

**General Fund
Estimated Revenue, Expenditures and Net Impact
2010 Budget**

	<u>Resources</u>	<u>Expenditures</u>	<u>Net Impact</u>
<u>General Government</u>			
Trustee	\$ -	\$ 41,547	\$ (41,547)
Attorney	-	82,400	(82,400)
Labor Relations	-	33,000	(33,000)
Supervisor	-	193,428	(193,428)
Finance	-	149,037	(149,037)
Clerk	-	142,275	(142,275)
Treasury	-	168,945	(168,945)
Assessing	-	158,401	(158,401)
Elections	10,000	42,652	(32,652)
Other-General Government	4,182,206	232,073	<u>3,950,134</u>
Total General Government Net Impact			2,948,449
 <u>Public Safety</u>			
Police	228,685	2,214,943	(1,986,258)
Fire	-	441,118	(441,118)
Building	34,900	157,555	<u>(122,655)</u>
Total Public Safety Net Impact			(2,550,031)
 <u>Public Works</u>			
Cemetery	-	6,229	(6,229)
Other-Public Works	675,273	1,055,862	<u>(380,589)</u>
Total Public Works Net Impact			(386,818)
 <u>Planning and Zoning</u>			
Planning Commission	25,511	34,888	(9,377)
Zoning Board of Appeals	8,908	10,787	<u>(1,879)</u>
Total Planning and Zoning Net Impact			(11,256)
 <u>Parks and Recreation</u>			
	<u>1,650</u>	<u>1,994</u>	<u>(344)</u>
Total	\$ 5,167,134	\$ 5,167,134	\$ -

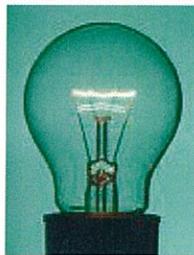
GENERAL FUND REVENUE



GENERAL FUND – REVENUE

REVENUE BY SOURCE	2008 Actual	2009 Budget	2010 Budget
<u>Taxes</u>			
Current Property Taxes	\$ 2,530,083	\$ 2,568,264	\$ 2,421,897
Property Tax Administration Fees	199,302	201,450	173,383
<u>Licenses & Permits</u>			
Dog Licenses	622	520	-
Liquor License Fees	100	-	-
Sign/Zoning Permits	11,682	12,100	8,750
Planning/Zoning Application Fees	-	-	-
Building Permits & House Inspections	51,132	50,000	15,000
<u>Intergovernmental Revenue</u>			
Community Development	-	-	-
State Liquor Tax	8,788	8,780	9,300
Revenue Sharing – State	870,691	864,640	756,300
<u>Charges for Services</u>			
School Tax Collection	50,244	51,248	53,600
Disposal Pick Up	573,618	580,470	585,913
Street Lights & Traffic Lights	74,576	75,835	78,465
Planning Fees	24,870	34,521	25,511
Zoning Fees	8,980	9,945	8,908
State Inspection Program	-	-	9,375
Reports-Police	4,290	4,000	4,000
Reports-Fire	56	50	-
Liaison-CA	62,098	62,000	62,000
Liaison-GASC	115,147	84,500	84,500
Other Contracted Services	6,558	-	-
Restitution	222	250	250
L.E.O.R.T.C.	4,257	4,300	3,600
<u>Fines & Forfeits</u>			
Ordinance Fines	42,905	40,000	30,000
Drug Forfeiture Funds	-	-	-
<u>Investment Income</u>			
	152,265	155,000	15,000
<u>Other Revenue</u>			
Impact Fee	469,609	444,000	400,000
Comcast Franchise Fee	180,278	160,000	200,000
Metro Act Revenue	9,796	-	9,795
CP Limited-Torrey Hills	9,459	8,500	1,428
Grand Blanc Landfill Rent	1,800	1,800	1,800
GAIN Rent Revenue	9,000	9,000	9,000
Parks and Recreation	1,300	2,000	1,650
Election Reimbursement	23,024	10,500	10,000
GAIN Reimbursement	86,969	-	44,335
Miscellaneous Revenue	4,481	4,250	1,000
Miscellaneous Revenue-Police	5,308	1,500	-
Miscellaneous Revenue-Fire	11,347	-	-
<u>Other Financing Sources - Fund Balance</u>			
Fund Balance – Unrestricted	-	354,717	92,598
Fund Balance – Restricted Parks & Recreation	-	-	470
Fund Balance - Reserved Metro Act Funds	20,469	-	-
Fund Balance - Reserved Drug Forfeiture	23,451	-	-
Fund Balance - Building	30,203	-	-
Total Revenue and Other Sources	\$ 5,678,846	\$ 5,804,140	\$ 5,167,134

GENERAL FUND APPROPRIATIONS



DEPARTMENT APPROPRIATIONS

Trustees

FUND
 FUNCTION
 STAFF RESPONSIBLE

General
 General Government
 Finance Director

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ 39,181	\$ 37,804	\$ 37,144	\$ 37,197
Operating Costs	108	4,385	4,282	4,351
Capital Outlay	-	-	-	-
Total	\$ 39,289	\$ 42,189	\$ 41,426	\$ 41,547

Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:	-	-	-	-
Part Time Positions:	4	4	4	4
Total Positions	4	4	4	4
Full Time Equivalents	0.18	0.18	0.18	0.18

Board Trustees

Trustees are elected by the residents of Mundy Township and serve 4 year terms. Duties of this office include enacting legislation and policies to achieve Township goals, approving budget appropriation and assisting citizens with questions.

Expenditure Information

Personnel service costs include trustee wages to attend Township board meetings, payroll taxes, life insurance and Township contributions to a defined contribution plan. In 2009 personnel services expense included \$50 per month for a designated trustee to attend the monthly 911 meeting. This duty was transferred to the Township Supervisor at the beginning of 2009. The Supervisor accepts no additional pay to attend these meetings, since he attends during regular work hours.

DEPARTMENT APPROPRIATIONS

Supervisor

FUND
 FUNCTION
 STAFF RESPONSIBLE

General
 General Government
 Supervisor

FINANCIAL & PERSONNEL SUMMARY

<u>Financial Summary</u>	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ 127,969	\$ 139,294	\$ 138,924	\$ 165,339
Operating Costs	30,147	31,866	25,313	28,089
Capital Outlay	-	-	-	-
Total	\$ 158,117	\$ 171,160	\$ 164,237	\$ 193,428

<u>Personnel Summary</u>	Actual	Budget	Actual	Budget
Full Time Positions:				
Supervisor	1	1	1	1
Administrative Assistant	1	1	1	1
Receptionist	1	1	1	1
Assessor	-	-	-	-
Assistant Assessor	-	-	-	-
Total	3	3	3	3
Part Time Positions:	-	-	-	-
Total Positions	3	3	3	3
Full Time Equivalents	2.5	2.5	2.5	3.0

Supervisor’s Department

The Supervisor is an elected position with a term of four years. The Supervisor sits on the Township Board which is responsible for enacting legislation and policy to achieve Township goals. Duties of this office include processing Freedom of Information requests, managing roads and street projects, and other day to day operational functions of the Township.

Expenditure Information

In 2008 the Supervisor’s department included Assessing personnel and operational costs. In 2010, 100% of the receptionist wages were allocated here. In 2009 50% of these wages were budgeted in the Building department. Personnel services include wages, payroll taxes, and benefits. Health benefits are estimated to increase by 7%. Most operating expenses were increased by 3% (CPI). In 2009, capital outlay expenses were eliminated and replaced with a transfer out of the General Fund to a newly established Capital Improvement Fund.

DEPARTMENT APPROPRIATIONS

Township Attorney

FUND
 FUNCTION
 STAFF RESPONSIBLE

General
 General Government
 Finance Director

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -
Operating Costs	-	80,000	83,330	82,400
Capital Outlay	-	-	-	-
Total	\$ -	\$ 80,000	\$ 83,330	\$ 82,400
Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:	-	-	-	-
Part Time Positions:	-	-	-	-
Total Positions	-	-	-	-
Full Time Equivalents	-	-	-	-

Township Attorney’s Department

The Township Attorney is contracted by the Township to advise the Township Board and other staff on legal issues. The Township Attorney also represents the Township in lawsuits and other litigation.

Expenditure Information

This is a new cost center for 2009. In the past these costs were allocated between several departments. All Township Attorney costs will be allocated to this department with the exception of costs directly related to the building department, costs passed on for planning and zoning issues which are reimbursed by applicants, and costs associated with attending planning and zoning board meetings. The benefit of allocating primarily all of the Township Attorney costs to one department is that the costs can be tracked more efficiently. Operating costs were estimated based on a 3% increase over 2009 budgeted expense.

DEPARTMENT APPROPRIATIONS

Labor Relations

FUND
 FUNCTION
 STAFF RESPONSIBLE

General
 General Government
 Finance Director

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -
Operating Costs	-	34,000	29,730	33,000
Capital Outlay	-	-	-	-
Total	\$ -	\$ 34,000	\$ 29,730	\$ 33,000

Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:	-	-	-	-
Part Time Positions:	-	-	-	-
Total Positions	-	-	-	-
Full Time Equivalents	-	-	-	-

Labor Relations' Department

The Labor Relations' department is made up of costs relating to employment and labor contract issues. This department includes the costs of labor attorneys and the Township's personnel consultant. The personnel consultant advises the Board and staff on employment and benefit issues and represents the Township during labor contract negotiations.

Expenditure Information

This is a new cost center for 2009. In the past these costs were allocated to the police, fire and Township Hall cost centers. This department was created in a move to more efficiently track employment related costs to the Township as a whole.

DEPARTMENT APPROPRIATIONS

Finance

FUND General
 FUNCTION General Government
 STAFF RESPONSIBLE Finance Director

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ 109,095
Operating Costs	-	-	-	39,942
Capital Outlay	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 149,037
Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:				
Finance Director	-	-	-	1
Bookkeeper	-	-	-	1
Total	-	-	-	2
Part Time Positions:	-	-	-	-
Total Positions	-	-	-	2
Full Time Equivalent	-	-	-	2.0

Finance Department

The Finance Department is responsible for all aspects of financial administration, accounting, reporting and budgeting. This office oversees the yearly audit including preparation of the fiscal year end financial report, reports monthly financial and investment results to the Board, is responsible for maintaining proper internal controls, prepares and coordinates the yearly budgeting process, prepares budget amendments when necessary, and is responsible for any State required financial reporting. The Finance department also is responsible for the accounts payable and payroll processes. Furthermore, the Finance Director supervises the Bookkeeper, as well as the Treasury staff.

Expenditure Information

Personnel services include wages, payroll taxes, and benefits. In 2010 benefits are budgeted to increase by 7%. Most operating expenses were increased by 3% (CPI). The Finance Department was added in 2010 to better segregate the duties and responsibilities performed by the Finance Director and the Bookkeeper. Wages for the Finance Director were moved from Treasury and the Bookkeeper's wages were moved from the Clerk's office. These two departments will reflect a decrease in expenses from 2009 for this reason.

DEPARTMENT APPROPRIATIONS

Clerk

FUND General
 FUNCTION General Government
 STAFF RESPONSIBLE Clerk

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ 130,876	\$ 143,096	\$ 147,837	\$ 90,304
Operating Costs	36,348	67,494	54,379	51,971
Capital Outlay	-	-	-	-
Total	\$ 167,223	\$ 210,590	\$ 202,216	\$ 142,275

Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:				
Clerk	1	1	1	1
Deputy Clerk	1	1	1	1
Bookkeeper	1	1	1	-
Total	3	3	3	2
Part Time Positions:	-	-	-	-
Total Positions	3	3	3	2
Full Time Equivalents	2.5	2.5	2.5	1.5

Clerk's Department

The Clerk is an elected position with a four year term and is considered a part time position. The Clerk sits on the Township Board which is responsible for enacting legislation and policy to achieve Township goals. This department is responsible for maintaining Township records and also coordinates and regulates elections.

Expenditure Information

Personnel services include wages, payroll taxes, and benefits. In 2010 benefits are budgeted to increase by 7%. Most operating expenses were increased by 3% (CPI). In 2009, all publication expenditures were budgeted under the Clerk as this is a function of this office; which is the primary cause of the large increase in operating costs from 2008 to 2009. In 2010 the Bookkeeper's wages and benefits were re-allocated to a newly created Finance Department. The Clerk's 2010 budget reflects a decrease for this reason. In 2009, capital outlay expenses were eliminated and replaced with a transfer out of the General Fund to a newly established Capital Improvement Fund. Election expenses which are overseen by the Clerk's office are contained in a separate Election department.

DEPARTMENT APPROPRIATIONS

Treasurer

FUND General
 FUNCTION General Government
 STAFF RESPONSIBLE Treasurer

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ 178,180	\$ 189,766	\$ 189,902	\$ 131,564
Operating Costs	48,330	68,675	61,471	37,381
Capital Outlay	324	-	-	-
Total	\$ 226,834	\$ 258,441	\$ 251,373	\$ 168,945

Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:				
Treasurer	1	1	1	1
Finance Director	1	1	1	-
Deputy Treasurer	1	1	1	1
Treasury Clerk	1	1	1	1
Total	4	4	4	3
Part Time Positions:	-	-	-	-
Total Positions	4	4	4	3
Full Time Equivalents	3.5	3.5	3.5	2.5

Treasurer's Department

The Treasurer is an elected position with a four year term, and is a part time position. The Treasurer sits on the Township Board which is responsible for enacting legislation and policy to achieve Township goals. The Treasury department is responsible for property tax and special assessment billing and collection, cash receipting operations and investment of Township funds.

Expenditure Information

Personnel services include wages, payroll taxes, and benefits. Health benefits are estimated to increase by 7%, while most operating expenses increased by 3% (estimated CPI). In 2009 auditing fees were allocated to the Treasury department. Previously these fees were allocated to the Township Hall budget cost center, which in 2009 was no longer an active cost center. In 2010 the Finance Director's wages were re-allocated to a newly created Finance Department. The 2010 Treasury budget reflects a decrease for this reason. In 2009, capital outlay expenses were eliminated and replaced with a transfer out of the General Fund to a newly established Capital Improvement Fund.

DEPARTMENT APPROPRIATIONS

Assessor

FUND General
 FUNCTION General Government
 STAFF RESPONSIBLE Supervisor

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ 115,201	\$ 125,432	\$ 123,639	\$ 119,016
Operating Costs	26,066	39,581	33,602	39,385
Capital Outlay	-	-	-	-
Total	\$ 141,268	\$ 165,013	\$ 157,241	\$ 158,401

Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:				
Assessor	1	1	1	1
Assistant Assessor	1	1	1	1
Total	2	2	2	2
Part-Time Positions:				
BOR	-	3	3	3
Total Positions	2	5	5	5
Full-Time Equivalents	2.0	2.3	2.3	2.3

Assessing Department

The Assessor is responsible for assessing all real and personal property, distinguishing and allocating special assessment districts, and assisting taxpayers with questions. In 2010, the Board of Review department was moved to Assessing. Board of Review is responsible for reviewing property tax value disputes, principal residence exemptions, and poverty exemption appeals.

Expenditure Information

In 2009 Board of Review department was re-allocated to the Assessing department. Personnel services include wages, payroll taxes, and benefits. Health benefits are estimated to increase by 7%. Most operating expenses were increased by 3% (estimated CPI). In 2009 office supplies included a large one time purchase which was not budgeted in 2010; therefore decreases operating expense in 2010. In 2009, capital outlay expenses were eliminated and replaced with a transfer out of the General Fund to a newly established Capital Improvement Fund.

DEPARTMENT APPROPRIATIONS

Board of Review

FUND
 FUNCTION
 STAFF RESPONSIBLE

General
 General Government
 Supervisor

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ 2,153	\$ -	\$ -	\$ -
Operating Costs	336	-	-	-
Capital Outlay	-	-	-	-
Total	\$ 2,489	\$ -	\$ -	\$ -

Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:	-	-	-	-
Part-Time Positions:				
BOR	3	-	-	-
Total Positions	3	-	-	-
Full-Time Equivalents	0.3	-	-	-

Board of Review Department

Board of Review is a three member board which meets three times a year. The Board is responsible for reviewing property tax value disputes, principal residence exemptions, and poverty exemption appeals.

Expenditure Information

In 2008, a new Board of Review department was created, but in 2009 these costs were moved under the Assessing department. Therefore, no comparative data for 2009 or 2010 is given.

DEPARTMENT APPROPRIATIONS

Elections

FUND
 FUNCTION
 STAFF RESPONSIBLE

General
 General Government
 Clerk

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ 54,117	\$ 10,362	\$ 16,162	\$ 34,093
Operating Costs	17,569	11,172	4,808	8,559
Capital Outlay	-	-	-	-
Total	\$ 71,685	\$ 21,534	\$ 20,970	\$ 42,652

Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:	-	-	-	-
Part Time Positions:	1	1	1	1
Total Positions	1	1	1	1
Full Time Equivalents	0.35	0.35	0.35	0.35

Election Department

The Election department is under the supervisor of the Clerk, and is responsible for coordinating and holding yearly elections; including absentee balloting.

Expenditure Information

The Election department's costs depend on the number of elections held per year. Costs associated with both school and special elections are fully reimbursed. Personal service costs are made up of a small allocation of the Township employee wages, for work directly related to elections, along with election workers who are paid through accounts payable as contract labor. Election costs directly related to both school elections and special elections are fully reimbursed and are accounted for in revenues which offset some of this department's costs. In 2010 budgeted costs include one school election, a gubernatorial primary and gubernatorial election.

DEPARTMENT APPROPRIATIONS

Township Hall

FUND
 FUNCTION
 STAFF RESPONSIBLE

General
 General Government
 Finance Director

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -
Operating Costs	110,155	-	-	-
Capital Outlay	-	-	-	-
Total	\$ 110,155	\$ -	\$ -	\$ -

Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:	-	-	-	-
Part Time Positions:	-	-	-	-
Total Positions	-	-	-	-
Full Time Equivalents	-	-	-	-

Township Hall Department

The Township Hall department contains all costs not allocated between cost centers.

Expenditure Information

Before 2008, the Township budgeted operational and personal service costs to Police, Fire, Tax or Township Hall. In 2009, new departments were created to help allocate costs and give a better picture of true operations. In 2009, all Township Hall costs were allocated and budgeted to departments.

DEPARTMENT APPROPRIATIONS

Other Expenses

FUND General
 FUNCTION General Government
 STAFF RESPONSIBLE Finance Director

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -
Operating Costs	41,782	68,726	40,367	31,073
Capital Outlay	12,718	-	-	-
Interfund Transfers Out	-	555,000	555,000	201,000
Total	\$ 54,500	\$ 623,726	\$ 595,367	\$ 232,073

Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:	-	-	-	-
Part Time Positions:	-	-	-	-
Total Positions	-	-	-	-
Full Time Equivalents	-	-	-	-

General Government Other Expenses

The following are general government costs to the Township that cannot be properly allocated to specific departments. Operating line item detail is as follows:

- Gain Building Expense \$6,573
- Property Taxes \$15,000
- Miscellaneous \$6,000
- Contingencies \$3,500
- Transfer to Capital Improvement Fund \$201,000

Expenditure Information

Non-departmental general government costs are included here. Gain building expense includes monthly utility costs and any building maintenance. This building is rented out to the County for a grant funded program and the Township is paid yearly rent for its use. Property tax expense is real property taxes on property owned by the Township not specified for public use. Miscellaneous expenses are costs that do not fit into any other departments, and contingency expense is used for unforeseen circumstances, including possible emergency disaster situations. In 2009, a newly established Capital Improvement Fund was created and this department recognizes the yearly transfer made from the General Fund which is appropriated for capital purchases.

DEPARTMENT APPROPRIATIONS

Building

FUND
 FUNCTION
 STAFF RESPONSIBLE

General
 Public Safety
 Supervisor

FINANCIAL & PERSONNEL SUMMARY

Financial Summary:	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ 132,830	\$ 142,426	\$ 132,169	\$ 117,794
Operating Costs	39,713	42,540	31,688	39,761
Capital Outlay	7,762	-	-	-
Total	\$ 180,305	\$ 184,966	\$ 163,858	\$ 157,555
Personnel Summary:	Actual	Budget	Estimated	Budget
Full Time Positions:				
Building Inspector	1	1	1	1
Administrative Assistant	1	1	1	1
Receptionist	1	1	1	-
Total	3	3	3	2
Part-Time Positions:	-	-	-	-
Total Positions	3	3	3	2
Full-Time Equivalents	2.50	2.50	2.50	2.00

Building Department

The Building department issues building, sign and zoning permits, and performs building inspections to insure code enforcement. Ordinance enforcement expenses are also allocated to this department.

Expenditure Information

Personnel services include wages, payroll taxes, and benefits. In 2010 health benefits are estimated to increase by 7%. Most operating expenses were increased by 3% (CPI). Personnel costs were higher in 2009 than 2008 due to a change in health coverage. In 2008, personnel costs included allocation of fifty percent of the receptionist's time, but in 2010 100% of these costs were budgeted in the Supervisor's department. This change is reflected by a decrease in personnel cost in 2010. In 2009, capital outlay expenses were eliminated and replaced with a transfer out of the General Fund to a newly established Capital Improvement Fund. The Building department receives building and sign permit fee revenue which offsets some of the costs to operate. Any excess revenue generated each year over costs are reserved and carried forward to cover subsequent year's operating costs. No reserved fund balance was available to carry forward in 2009 or 2010.

DEPARTMENT APPROPRIATIONS

Police

FUND
 FUNCTION
 STAFF RESPONSIBLE

General
 Public Safety
 Police Chief

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ 1,889,268	\$ 1,989,215	\$ 1,902,794	\$ 1,991,062
Operating Costs	274,541	242,447	205,519	217,731
Capital Outlay	87,381	-	6,709	6,150
Total	\$ 2,251,189	\$ 2,231,662	\$ 2,115,022	\$ 2,214,943
Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:				
Police Chief	1	1	1	1
Deputy Chief	1	-	-	-
Sergeants	3	3	3	3
Detectives	2	2	2	2
Patrol Officers				
Patrol	9	9	8	7.5
School Resource	2	2	2	2
Community Policing	1	1	1	1
GAIN Unit	1	-	1	.5
Transcription Secretary	1	1	1	1
Dispatcher	1	1	1	1
Evidence Clerk	1	1	1	1
Total	23	21	21	20
Part Time Positions:				
Patrol Officers	2	2	4	4
PSO	1	1	1	1
Receptionist	1	1	1	1
Co-op	1	1	1	1
Total	5	5	7	7
Total Positions	28	26	28	27
Full Time Equivalents	25.25	23.25	23.25	22.25

DEPARTMENT APPROPRIATIONS - CONTINUED

Police

Police Department

The Police department serves a vital service to the Township residents by preventing crime, protecting life and property while preserving peace, order and safety. Other services performed by the Police department include:

- Enforce laws and ordinances & safeguard constitutional guarantees of all citizens
- Promote community cooperation and problem solving through partnerships
- Assure compliance with all applicable laws, regulations, and internal controls through training, pre-audit reviews, and audits.
- Investigate problems and incidents and present evidence for prosecution of offenders

Expenditure Information

The proposed 2010 budget includes a reduction of one patrol officer position through attrition. Also late in 2009, two additional part time patrol officers were hired to accommodate scheduling issues. However, these two additional part time patrol positions did not increase the FTE amount, but allowed the department more flexibility for scheduling part time officers that are also employed elsewhere. Health benefits are estimated to increase by 7%. Most operating expenses were increased by 3% (CPI). Prior years' police budgets included an allocation of township attorney and labor relation costs. In 2009 these professional fees were moved to the newly created Township Attorney and Labor Relation departments, which caused a decrease to operating costs. Also in 2009, capital outlay expenses were eliminated and replaced with a transfer out of the General Fund to a newly established Capital Improvement Fund.

DEPARTMENT APPROPRIATIONS

Fire

FUND
 FUNCTION
 STAFF RESPONSIBLE

General
 Public Safety
 Fire Chief

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ 295,777	\$ 297,698	\$ 310,154	\$ 287,655
Operating Costs	160,588	143,016	146,593	153,463
Capital Outlay	16,372	-	-	-
Total	\$ 472,736	\$ 440,714	\$ 456,747	\$ 441,118

Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:				
Fire Chief	1	1	1	1
Part Time Positions:	29	29	34	34
Total Positions	30	30	35	35
Full Time Equivalents	7.0	7.0	7.0	6.0

Fire Department

The Fire department maintains a comprehensive program planning, preparedness, response and recovery to reduce loss of life and property in an attempt to preserve both life and property. The Fire department is managed by the Fire Chief who oversees a staff of approximately 34 on call firefighters.

Expenditure Information

Personnel services include wages, payroll taxes, and benefits. The proposed 2010 budget includes a 7% increase in health benefits. Most other operating expenses were increased by 3% (CPI). Wage costs include one part time maintenance and one part time administrative position as well as stipends for the following positions: 1 Battalion Chief, 2 Captains, and 2 Lieutenants. Wages were decreased in late 2008 due to a board approved change in medical response requirements. However, overall costs for this department were not reduced, instead much of the reduction in wages were absorbed by increased training costs and reserving funds for capital purchases. In 2010 the part time maintenance and part time administrative positions' hours were reduced cutting approximately \$27,200 out of the personnel budget. Replacement of fire equipment is costly and cannot be achieved adequately without long term planning. In 2009, capital outlay expenses were eliminated and replaced with a transfer out of the General Fund to a newly established Capital Improvement Fund.

DEPARTMENT APPROPRIATIONS

Cemetery

FUND
 FUNCTION
 STAFF RESPONSIBLE

General
 Public Works
 Finance Director

FINANCIAL & PERSONNEL SUMMARY

<u>Financial Summary</u>	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -
Operating Costs	5,528	5,468	5,882	6,229
Capital Outlay	-	-	-	-
Total	\$ 5,528	\$ 5,468	\$ 5,882	\$ 6,229
<u>Personnel Summary</u>	Actual	Budget	Actual	Budget
Full Time Positions:	-	-	-	-
Part Time Positions:	-	-	-	-
Total Positions	-	-	-	-
Full Time Equivalents	-	-	-	-

Cemetery Department

This department is responsible for grounds maintenance of the Township Cemetery.

Expenditure Information

Operating costs include mowing and snow removal for the Township owned Cemetery.

DEPARTMENT APPROPRIATIONS

Streets, Drains, Disposal & Street Lights

FUND
 FUNCTION
 STAFF RESPONSIBLE

General
 Public Works
 Finance Director

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -
Operating Costs	1,036,371	1,275,945	1,284,204	1,055,862
Capital Outlay	-	-	-	-
Total	\$ 1,036,371	\$ 1,275,945	\$ 1,284,204	\$ 1,055,862
Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:	-	-	-	-
Part Time Positions:	-	-	-	-
Total Positions	-	-	-	-
Full Time Equivalents	-	-	-	-

Public Works – Streets, Drains, Disposal & Street Lighting

The following are public work costs to the Township that are not allocated to specific departments. Operating line item detail is as follows:

- Streets and Highways \$125,000
- Drains/Roads at Large \$158,224
- Disposal Pickup \$585,913
- Street Lighting \$95,465
- Metro Act \$9,795
- Lin-Hill SAD \$65,944
- Surface Water – NPDES \$11,462
- Mowing - \$1,100
- Emergency Siren \$2,959

DEPARTMENT APPROPRIATIONS-CONTINUED

Streets, Drains, Disposal & Street Lights

FUND
FUNCTION
STAFF RESPONSIBLE

General
Public Works
Finance Director

Expenditure Information

Streets and drains within Mundy Township are maintained and owned by Genesee County. However the Township shares in the costs of maintaining and repairing both. Drain repair and maintenance are charged to the Township over a period of several years. The costs can vary each year due to new drain assessments or assessments paid in full. Disposal pickup, street lighting and mowing are services provided to residents and then billed via yearly property tax assessments. Costs are accumulated each year and then assessed to taxpayers in the following year. Metro Act monies are received from the State each year and are designated for use on public right of ways. These funds can be carried over to subsequent years if insufficient projects are not available in any given year. The Township utilizes Metro Funds for ditching projects. The Lin-Hill SAD (special assessment district) is an eight year assessment paid through yearly tax billing to the district residents. The Township elected to pay 25 percent of the costs of the road assessment, and all but the Township's yearly portion is budgeted in a separate revenue line item. The cost of the project was paid with a loan from the Sewer Fund which is being paid back over eight years including interest of 3.5%.



DEPARTMENT APPROPRIATIONS

Planning Commission

FUND
 FUNCTION
 STAFF RESPONSIBLE

General
 Planning and Zoning
 Commission Chair

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ 8,427	\$ 10,734	\$ 11,555	\$ 8,591
Operating Costs	28,969	31,392	33,449	26,298
Capital Outlay	-	-	-	-
Total	\$ 37,395	\$ 42,126	\$ 45,004	\$ 34,888

Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:	-	-	-	-
Part Time Positions:	5	7	7	7
Total Positions	5	7	7	7
Full Time Equivalents	0.10	0.12	0.12	0.12

Planning Department

The Planning Commission is comprised of a board of five to seven members who are appointed by the Township Board. The Planning Commission meets once a month to review and/or approve property owner’s requests for property variances. The Commission also coordinates and suggests development of the Township’s Master Plan and is instrumental in preparing the six year capital improvement plan which includes long term planning for major infrastructure development.

Expenditure Information

Personnel services costs include meeting pay and overtime of building department personnel to attend monthly meetings. Costs associated with planning reviews are subject to a 12% increase to cover administration costs, which are passed on to the property owners that bring issues before the Commission. The Township collects an escrow fee from each property owner, and if costs do not meet or exceed escrow, the difference is returned to property owner. Expenditures usually exceed revenue in this cost center since expenses not covered by escrow, such as master plan review and the cost for the township attorney to attend meeting with no agenda items, are included in this department. In an attempt to cut costs, payment to attend regional meetings were excluded in 2010 reducing personnel costs.

DEPARTMENT APPROPRIATIONS

Zoning Board of Appeals

FUND
 FUNCTION
 STAFF RESPONSIBLE

General
 Planning and Zoning
 Board Chair

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ 5,355	\$ 8,261	\$ 5,436	\$ 6,537
Operating Costs	4,136	6,345	5,484	4,250
Capital Outlay	-	-	-	-
Total	\$ 9,491	\$ 14,606	\$ 10,920	\$ 10,787

Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:	-	-	-	-
Part Time Positions:	5	5	5	5
Total Positions	5	5	5	5
Full Time Equivalents	0.05	0.05	0.05	0.05

Zoning Board of Appeals

The Zoning Board is comprised of a board of five to seven members who are appointed by the Township Board. The Zoning board meets once a month to hear and decide on matters of zoning variances and appeals.

Expenditure Information

Personnel services costs include meeting pay and overtime of building department personnel to attend monthly meetings. Costs associated with zoning variances and appeals are subject to a 12% increase to cover administration costs, which are passed on to the property owners that bring issues before the Board. The Township collects an escrow fee from each property owner, and if costs do not meet or exceed escrow, the difference is returned to property owner.

DEPARTMENT APPROPRIATIONS

Parks and Recreation

FUND
 FUNCTION
 STAFF RESPONSIBLE

General
 Recreation & Culture
 Finance Director

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ 1,054
Operating Costs	878	2,000	466	940
Capital Outlay	-	-	-	-
Total	\$ 878	\$ 2,000	\$ 466	\$ 1,994

Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:	-	-	-	-
Part Time Positions:	-	-	-	1
Total Positions	-	-	-	1
Full Time Equivalents	-	-	-	.05

Parks and Recreation Department

The Parks and Recreation Department is responsible for the planning and material costs of a proposed Township Park. This cost center includes a yearly Farmer’s Market.

Expenditure Information

A committee has been formed to coordinate, plan and develop a community park. All future costs are to be covered with donations. The 2010 budget includes wages for a Farmer’s Market Manager. The cost of the manager’s wages plus incidental are offset by revenue budgeted to be earned in Market fees. 2010 also includes \$470 of prior year fund balance revenue to offset the cost of signs to mark the park’s trails.

CAPITAL IMPROVEMENT FUND



CAPITAL IMPROVEMENT FUND 2010 FINANCIAL SUMMARY

Estimated Revenue Sources

Grant Revenue	\$ 14,470	
Transfer In from General Fund	201,000	
Other Financing Resources – Fund Balance	<u>137,310</u>	
 Total Budgeted Revenue Sources		 \$ 352,780

Estimated Expenditures

Capital Expense-Technology	\$ 36,950	
Capital Expense-Furniture/Equipment	188,300	
Capital Expense-Vehicles	96,100	
Capital Expense-Building/Grounds	<u>31,430</u>	
 Total Budgeted Expenditures		 \$ 352,780
 Budgeted Net Revenue (Expenditures)		 \$ -0-

Estimated Fund Balance

Fund Balance at December 31, 2008 (Audited)		\$ -0-
Estimated Change in Fund Balance at Dec 31, 2009		<u>180,800</u>
Fund Balance at December 31, 2009		\$ 180,800
Estimated Change in Fund Balance at Dec 31, 2010		<u>(137,310)</u>
Estimated Fund Balance at December 31, 2010		\$ 43,490

DEPARTMENT APPROPRIATIONS

Capital Improvement Fund

FUND
 FUNCTION
 STAFF RESPONSIBLE

Capital Improvement
 Capital Purchases
 Finance Director

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -
Operating Costs	-	-	-	-
Capital Outlay	-	560,706	379,100	352,780
Total	\$ -	\$ 560,706	\$ 379,100	\$ 352,780

Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:	-	-	-	-
Part Time Positions:	-	-	-	-
Total Positions	-	-	-	-
Full Time Equivalents	-	-	-	-

Capital Improvement Fund

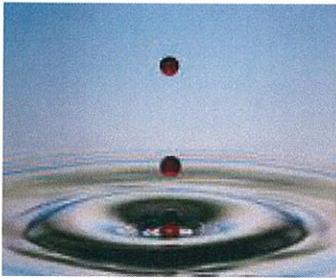
The Capital Improvement Fund has been setup to receive transfers of General Fund dollars which will be used to purchase capital outlay. Transfers in each year are budgeted out of the General Fund and into this fund. Approved expenditures are budgeted here and are determined as set forth in the Township's Capital Improvement Plan. Funds transferred in each year will attempt to cover purchases over a five to ten year period. Capital purchases for 2010 include the following:

Computer Equipment and Software	\$ 36,950
Furniture and Equipment	188,300
Vehicles	96,100
Building/Grounds Improvements	31,430

Expenditure Information

Prior to 2009 all General Fund capital outlay was purchased out of the General Fund and allocated to each specific department. In 2010 the newly formed Capital Improvement Fund was established to help accommodate current and future capital needs. The fund attempts to smooth the affects of capital purchases which can be larger in some years than others.

ENTERPRISE FUND



SEWER AND WATER FUND 2010 FINANCIAL SUMMARY

Estimated Revenue Sources

Sale of Water/Sewer	\$ 3,929,266
Interest/Penalty Charges	77,000
Investment Income	38,457
New Connection Fees	85,000
Other Financing Sources-Fund Balance	<u>1,649,454</u>

Total Budgeted Revenue Sources **\$ 5,779,177**

Estimated Expenditures

Cost of Water Purchased	\$ 1,295,031
Cost of Sewage Treatment	2,182,195
Operation & Maintenance Costs	441,361
Capital Outlay	<u>1,860,590</u>

Total Budgeted Expenditures **\$ 5,779,177**

Budgeted Net Revenue (Expenditures) **\$ - 0 -**

Estimated Fund Balance

Fund Balance at December 31, 2008 (Audited)	\$ 16,592,015
Estimated Change in Fund Balance at Dec 31, 2009	<u>100,868</u>
Fund Balance at December 31, 2009	\$ 16,692,883
Estimated Change in Fund Balance at Dec 31, 2010	<u>(1,649,454)</u>
Estimated Fund Balance at December 31, 2010	\$ 15,043,429

DEPARTMENT APPROPRIATIONS

Sewer and Water Fund

FUND
 FUNCTION
 STAFF RESPONSIBLE

Sewer/Water
 Public Works
 Finance Director

FINANCIAL & PERSONNEL SUMMARY

Financial Summary	FY 2008 Actual	FY 2009 Budget	FY 2009 Estimated	FY 2010 Budget
Personnel Services	\$ 97,017	\$ 102,036	\$ 100,955	\$ 111,830
Operating Costs	2,770,327	2,760,834	3,171,857	3,806,757
Capital Outlay	-	1,262,137	4,897	1,860,590
Total	\$ 2,867,344	\$ 4,125,007	\$ 3,277,709	\$ 5,779,177

Personnel Summary	Actual	Budget	Actual	Budget
Full Time Positions:	1	1	1	1
Part Time Positions:	-	-	-	-
Total Positions	1	1	1	1
Full Time Equivalents	-	-	-	-

Sewer and Water Fund

The Sewer and Water Fund is an enterprise fund which operates much like a regular business. Water and sewage disposal services are purchased from Genesee County and billed back to residents. The County is responsible for billing residents and the Township is responsible for collecting payments. The Township is examining the possibility of taking over all billing from the County.

Expenditure Information

The Sewer and Water Fund employs one full time Clerk position. However, a portion of salary and benefits are allocated here for the Treasurer, Finance Director, Deputy Treasurer, Bookkeeper, Building Inspector and Tax Clerk, but the budgeted positions are included in their respective General Fund departments. Operating costs include the purchase of water and sewer services paid to the County, as well as maintenance to the systems. In late 2008 the County passed on a 112% increase in water readiness-to-serve rates and a 19.7% increase in consumption rates. The County retains 100% of the water readiness to serve fee. The Township net profit on water revenue is an amount that is only sufficient to cover operating costs; it does not include any net profit that can be used for future infrastructure improvements. Capital outlay for 2010 includes the purchase of billing software and new water master meters that would enable the Township to take over the billing from the County.

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