



FISCAL YEAR
2010
BUDGET



ELECTED OFFICIALS

Jeff Lenartowicz, Mayor

Rod Buikema, Mayor Pro-Tem

Laura Fitzpatrick, Council Member

Eric Grimm, Council Member

Thomas Hasper, Council Member

Allan Lowe, Council Member

David Martin, Council Member

CITY STAFF

W. David Boehm, City Manager

Tammera Harmsen, City Clerk/Treasurer

William Regan, Chief of Police

Anthony Chandler, Assistant to the City Manager

Roosevelt Park Community Profile

Date Incorporated as a City:	1946
Form of Government:	Council/Manager
Land Area:	1.0 square mile
Population:	3,769 (2008 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 with an ever expanding commercial base. 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 2009/2010

In June of 2009, the City Council along with City staff orchestrated a brainstorming session with the intent of deriving a list of goals to pursue in the forthcoming year. The results of the session were quite positive, and the ideas that were circulated have culminated into a blueprint that will guide the decision making process and establish our future course of action.

List of Goals to Achieve:

- 1. Create Assistant to the City Manager position**
 - a. This new position will work directly with the DPW staff in addition to assisting the City Manager and other office staff with daily operations throughout City Hall.
 - b. Assistant to the City Manager position will focus on public works, utilities, budgeting, and neighborhood services.

- 2. Newly refined salary structure for City employees**
 - a. Set a standard rate of compensation for all job titles to be used for future recruitment and performance evaluations of current employees.

3. **Consider “sharing” essential municipal services (police, fire, utilities, etc.)**
 - a. Immediate benefit would significantly reduce overhead costs associated with operating multiple layers of services; resulting in lower utility service costs to our residents.
 - b. Entertain future offers from neighboring jurisdictions.
4. **Develop the new DPW Facility site at 1572 Garrison**
 - a. Coordinate with staff to ensure that the facility is constructed to the highest standard and the grounds remain organized and presentable at all times.
5. **Re-develop the current DPW Facility at 900 Oak Ridge**
 - a. Begin consultation with planning and development experts.
 - b. Collect community input to seek options for this prime piece of real estate that will best serve the community with future growth.
6. **Enhance the marketability factor of “The Park”**
 - a. Craft a robust strategic plan to implement towards enhancing visibility of the City and to bolster its image to future suitors.
7. **Increase commercial business attraction/retention**
 - a. Firmly establish a “sense of place” that will augment our marketing efforts and streamline the process to expedite the development process.
8. **Funding for infrastructure improvements**
 - a. Seek grant funding through other agencies (i.e., State (MDOT) & Federal (Community Reinvestment Act).
 - b. Improvements to local streets (e.g., Re-surface Post Road).
 - c. Strive for re-development of Oak Ridge Road DPW site and Brownfield site on Glenside (tank farm area) by obtaining grant funding through State and Federal sources.
9. **Restore full staffing level for the modern day organization**
 - a. Create an organizational chart to better reflect the present conditions that the City is currently up against.
 - b. Attain new staff to keep in place current staffing levels for optimal service delivery.

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

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

- Clean and Safe residential areas and commercial zones.
- Responsible government action by operating with the utmost integrity and utilizing measures of transparency that will open the lines of communication.

- Keep access to information open and interactive for all Council members, staff, and residents for more accurate delivery of information.
- Develop local outreach programs.
 - Enhanced public relations via City website and newsletters
 - Advocate strong partnership with local school district

Goal: Increase the investment potential of residential/commercial areas

Objectives to achieve: *Bolster business creation by enticing (incentivize) public/private partnerships for developmental purposes.*

- Continue to provide first-rate residential opportunities by keeping the existing housing stock desirable and increasing property values.
- Aggressively seek MDEC Brownfield grants/tax abatements for the Glenside Brownfield site (old tank farm area) for future development purposes.
- Pursue grant funding for non-motorized parkway improvements along Sherman Blvd (e.g., bike path route, ornamental street lighting, property frontage enhancements, and other pedestrian friendly features).
- Craft a comprehensive five year Parks and Recreation Plan to become eligible for State and Federal grants to assist with future improvements.
- Marketing strategy that will effectively promote the City throughout the region.

Goal: Establish an organizational structure that reflects present environment

Objectives to achieve: *Create an organizational alignment geared towards our current fiscal reality.*

- Restructure existing policies and procedures to improve overall service delivery.
- Combine job function and staff responsibilities where practical to diminish costs of service delivery and continue to seek ways to streamline operations.
- Ensure that all staff members become more multi-dimensional and make this a standard for all future employees.
- To always explore the least expensive alternative while procuring general administrative services.

GENERAL FUND

Fund 101

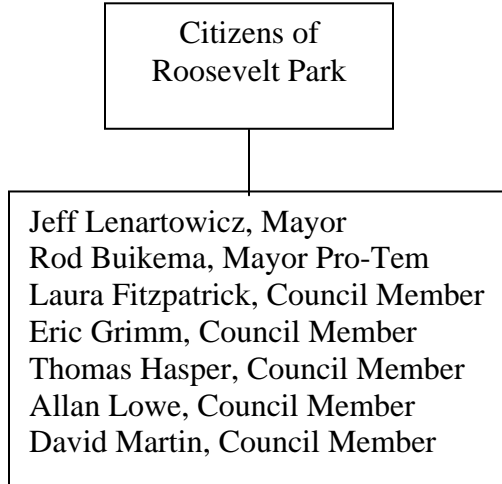
The 2010 General Fund Budget anticipates receiving \$2,281,400 in revenue. This results in a slight decrease of \$20,850 over 2009. The largest source of General Fund revenue comes directly from Real Property Tax which for 2010 it is expected to total \$1,168,700 or a decline of 3% over the previous year. State Shared Revenue (Account #575) serves as the General Fund's second largest source of revenue and is expected to be \$285,200 pending a mid-term cut by the State. This continues the recent trend of a decline in this revenue type. The 2010 Budget includes the full charge for the fire services contract within the General Fund. For the last two years the cost of the fire contract was split between the General Fund (3/4) and the DDA Fund (1/4). The DDA will continue to provide funding for this expenditure. However the General Fund Budget will more accurately reflect the full cost of this service in 2010. As in the two previous years, assistance from the DDA has been critical towards balancing the General Fund.

The proposed General Fund expenditures for 2010 total \$2,281,400. Reduced staffing or the expanded use of part-time employees, continues to be critical in balancing the 2010 budget. All departments have been affected. DPW is operating with fewer full-time staff, as is City Hall and the Police Department. Increases in items over which we have no or little control, such as retirement contributions, both active employee and retiree health insurance and the cost of commodities such as gas and energy continue to make it a challenge to balance the budget. The budget proposes maintaining the current millage rate of 11.6 mills.

101 – REVENUES					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
402.000	Current Real Property Tax	\$1,122,286	\$1,097,553	\$1,204,700	\$1,168,700
410.000	Current Personal Property Tax	\$9,889	\$71,196	\$0	\$0
411.000	Delinq. Personal Property Tax	\$4,556	\$950	\$6,000	\$5,400
412.000	Special Assessments	\$0	\$0	\$0	\$0
415.000	Interest on Special Assmnts.	\$0	\$0	\$0	\$0
437.000	IFT & CFT Taxes	\$2,759	\$3,581	\$3,000	\$3,000
446.000	Interest on Taxes	\$8,331	\$7,048	\$4,000	\$4,000
448.000	Collection Fees	\$59,995	\$61,822	\$50,500	\$53,300
451.000	Business Licenses	\$4,700	\$4,245	\$4,800	\$4,800
452.000	Registration Fees	\$2,208	\$1,732	\$2,500	\$2,200
453.000	Rental Certification Fees	\$4,350	\$5,350	\$5,200	\$5,300
475.000	ZBA/Planning Commission	\$2,000	\$1,607	\$1,000	\$1,000
476.000	Building Permits	\$49,745	\$33,117	\$22,000	\$21,000
477.000	Electrical Permits	\$14,304	\$13,155	\$10,000	\$10,000
478.000	Plumbing Permits	\$7,629	\$10,645	\$6,000	\$7,000
479.000	Mechanical Permits	\$14,900	\$18,486	\$8,000	\$10,000
480.000	Plan Review Fees	\$500	\$250	\$500	\$300
544.000	State Funded Police Training	\$1,316	\$1,569	\$800	\$1,600
575.000	State Sales Tax	\$332,863	\$332,569	\$285,150	\$285,200
576.000	Liquor Licenses	\$3,763	\$3,763	\$3,100	\$3,700
588.000	DDA Reimbursements	\$70,200	\$156,800	\$156,000	\$156,000

642.000	Concession Sales	\$0	\$0	\$0	\$0
642.100	Arts & Crafts	\$532	\$640	\$400	\$500
655.000	Forfeitures-Police Matters	\$500	\$0	\$200	\$200
656.000	District Court Fines	\$5,000	\$13,729	\$7,000	\$8,000
657.000	Parking Fines	\$1,825	\$4,670	\$1,000	\$3,000
665.000	Interest on Investments	\$39,060	\$34,343	\$28,000	\$22,000
665.100	Gain/Loss on Investments	\$4,426	\$64	\$0	\$0
670.000	Cable Franchise Agreement	\$54,340	\$46,895	\$31,000	\$39,500
676.000	Administrative Revenue	\$260,295	\$256,266	\$241,300	\$246,100
679.000	Insurance Claim	\$0	\$0	\$0	\$0
690.000	Community Center/Pavilion	\$8,545	\$7,850	\$9,000	\$8,500
693.000	Election Reimbursements	\$1,219	\$0	\$1,000	\$1,000
694.000	Miscellaneous Revenue	\$25,936	\$17,059	\$15,000	\$15,000
694.100	Garbage Bag/Tag Sales	\$1,263	\$1,330	\$1,500	\$1,500
695.000	Grant Revenue	\$13,664	\$0	\$0	\$0
696.000	Fines - Civil Infractions	\$0	\$90	\$200	\$200
699.000	Transfer from other Fund	\$0	\$0	\$0	\$0
699.100	Office & Garage Reimbursement	\$35,172	\$35,170	\$35,200	\$35,200
699.200	Labor Transfer	\$193,010	\$177,215	\$158,200	\$158,200
	Total	\$2,361,081	\$2,420,759	\$2,302,250	\$2,281,400

**CITY
COUNCIL
Department 101**



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

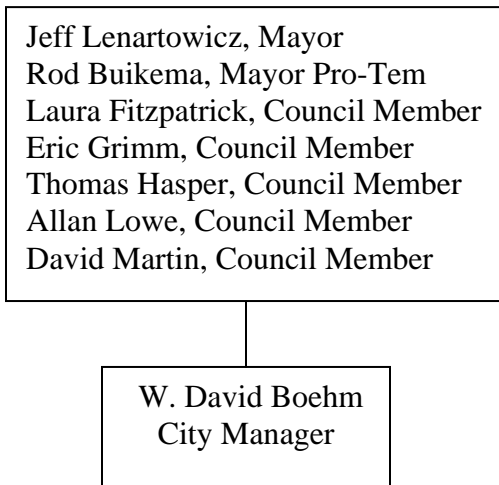
Dept. 101 - City Council					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
703.000	Salaries - Per Diem	\$4,275	\$4,725	\$5,700	\$5,700
714.000	Fringe Benefits	\$0	\$0	\$100	\$100
715.000	Social Security	\$327	\$361	\$400	\$400
856.000	Meeting Expense	\$414	\$493	\$500	\$500
864.000	Conferences & Workshops	\$1,416	\$5,360	\$5,000	\$5,000
880.000	Public Relations	\$1,791	\$1,109	\$1,600	\$1,600
882.000	Personnel Relations	\$510	\$583	\$800	\$800
884.000	Mayor Exchange	\$0	\$0	\$0	\$0
886.000	Civic Promotion	\$109	\$43	\$500	\$500
956.000	Miscellaneous	\$628	\$461	\$500	\$500
958.000	Memberships & Dues	\$300	\$300	\$300	\$300
Total		\$9,770	\$13,435	\$15,400	\$15,400

CITY ATTORNEY
Department 145

The City Attorney is responsible for representing the City in all litigation, prosecution and general legal matters. The City Attorney works for and at the direction of the City Manager. Steve Stapleton of Law, Weathers and Richardson has served in this capacity since 1999.

Dept. 145 - Attorney					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
826.000	Legal Fees	\$20,552	\$17,776	\$16,800	\$17,800
827.000	Legal Fees - Special	\$0	\$3,633	\$0	\$1,000
828.000	Prosecution	\$6,830	\$6,104	\$7,000	\$7,000
829.000	Labor Attorney Fees	\$4,174	\$4,411	\$5,000	\$5,000
	Total	\$31,556	\$31,924	\$28,800	\$30,800

CITY MANAGER
Department 172



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

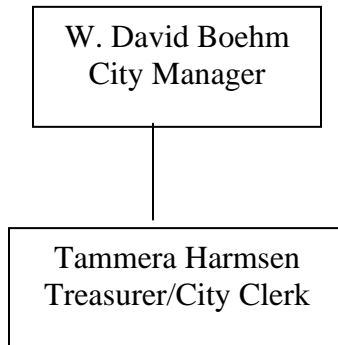
Dept. 172 - City Manager					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
705.000	Full-Time Employees	\$64,406	\$65,505	\$67,400	\$69,700
710.000	Car Allowance	\$3,243	\$3,300	\$3,600	\$3,600
714.000	Fringe Benefits	\$18,449	\$15,855	\$18,900	\$18,900
715.000	Social Security	\$4,905	\$5,008	\$5,100	\$5,100
718.000	City's Share Retirement	\$10,567	\$12,210	\$10,800	\$10,800
856.000	Meeting Expense	\$504	\$93	\$400	\$400
864.000	Conferences/Training	\$901	\$121	\$1,500	\$1,000
940.000	Cell Phone Rental	\$522	\$500	\$500	\$500
958.000	Memberships & Dues	\$563	\$600	\$600	\$600
	Total	\$104,060	\$103,192	\$108,800	\$110,600

ASSESSOR
Department 209

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

Dept. 209 - Assessor					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
703.000	Board of Review - Per Diem	\$462	\$500	\$600	\$600
818.000	Contract Services	\$35,761	\$29,790	\$32,270	\$30,000
	Total	\$36,223	\$30,290	\$32,870	\$30,600

**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.

Two elections are scheduled and another is under consideration for the 2010 budget year (January, May, August, November). The Clerk does handle any school elections and the City is then reimbursed by the Mona Shores and Muskegon Area Intermediate School Districts.

Dept. 215 - City Clerk					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
706.000	Full-time Employees	\$39,216	\$27,315	\$25,600	\$26,300
707.000	Part-time Employees	\$0	\$0	\$0	\$0
707.100	Salaries - Election Employees	\$1,607	\$3,964	\$2,000	\$2,000
714.000	Fringe Benefits	\$7,178	\$10,293	\$9,200	\$10,800
715.000	City's Share Social Security	\$3,328	\$2,130	\$2,100	\$2,100
718.000	City's Share Retirement	\$6,682	\$6,166	\$4,800	\$5,000
728.000	Election Supplies	\$1,300	\$1,450	\$1,200	\$1,200
809.000	Ordinance Codification	\$1,326	\$400	\$600	\$400
864.000	Conferences/Training	\$1,284	\$908	\$1,500	\$1,500
904.000	Printing	\$2,719	\$460	\$2,800	\$2,600
905.000	Publishing	\$5,133	\$2,361	\$6,000	\$5,000
955.000	Voting Machines	\$0	\$0	\$0	\$0
956.000	Miscellaneous	\$0	\$79	\$100	\$100
958.000	Memberships & Dues	\$220	\$102	\$250	\$300
	Total	\$69,993	\$55,628	\$56,150	\$57,300

PERSONNEL EXPENSES
Department 226

This section of the Budget tracks the expenses associated with providing health insurance to the City's retirees. It also has previously budgeted for any costs associated with testing potential new employees and related personnel matters.

In 2006 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". GASB (Governmental Accounting Standards Board) requires that this obligation be funded in the same manner as other retirement costs are currently funded. As it now stands this is an unfunded liability. The actuarial study determined that the City starting in 2009 needed to set-aside just under 16% of current payroll to meet this GASB requirement. The implications of such an expense are significant.

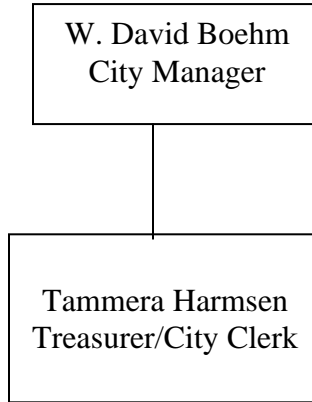
Dept 226 - Personnel					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
714.300	Retiree Insurances	\$51,163	\$63,549	\$57,600	\$56,500
718.100	ICMA Match		\$10,000	\$10,000	\$10,000
813.000	Personnel Evaluations	\$2,500	\$0	\$0	\$3,800
814.000	Tuition Reimbursements	\$0	\$0	\$0	\$0
818.000	Contract Services	\$0	\$0	\$0	\$0
	Total	\$53,663	\$73,549	\$67,600	\$70,300

OFFICE OPERATIONS
Department 250

Line items within this section of the Budget contain the funds necessary for the general operation of City Hall. In recent years the postage meter, copy machine, phone system, and City Hall computer system server were replaced due to age or equipment failure. No significant capital expenditures were realized during the 2009 budget year. It is highly likely that one or more of the City's pc's will fail in 2010 due to age.

Dept. 250 - Office Operations					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
706.000	Full-time Employees	\$20,832	\$0	\$12,000	\$24,700
707.000	Part-time Employees	\$1,902	\$15,465	\$10,000	\$10,000
714.000	Fringe Benefits	\$6,901	\$1,603	\$9,800	\$10,000
715.000	City's Share Social Security	\$2,123	\$1,314	\$1,200	\$1,800
718.000	City's Share Retirement	\$3,456	\$0	\$1,880	\$3,300
727.000	Office Supplies	\$5,105	\$5,655	\$4,800	\$4,800
733.000	Postage	\$8,615	\$8,962	\$8,700	\$8,500
807.000	Audit Fees	\$14,365	\$12,800	\$14,000	\$14,000
815.100	Computer Software	\$0	\$0	\$0	\$0
815.200	Computer Hardware	\$0	\$849	\$1,000	\$1,000
819.000	Software Support	\$5,110	\$5,418	\$7,500	\$7,500
853.000	Telephone	\$7,422	\$5,794	\$7,000	\$6,000
866.000	Mileage Reimbursement	\$0	\$0	\$100	\$100
885.000	Insurance Bonds	\$0	\$0	\$0	\$0
903.000	Newsletter	\$554	\$1,076	\$2,300	\$2,300
932.000	Computers / Technology	\$428	\$1,442	\$2,000	\$2,000
934.000	Office Equipment Maintenance	\$998	\$1,011	\$2,000	\$2,000
959.000	Books & Periodicals	\$151	\$151	\$100	\$100
985.000	Misc. Equipment	\$379	\$1,818	\$1,000	\$1,000
	Total	\$78,341	\$63,358	\$85,380	\$99,100

TREASURER
Department 253



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

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

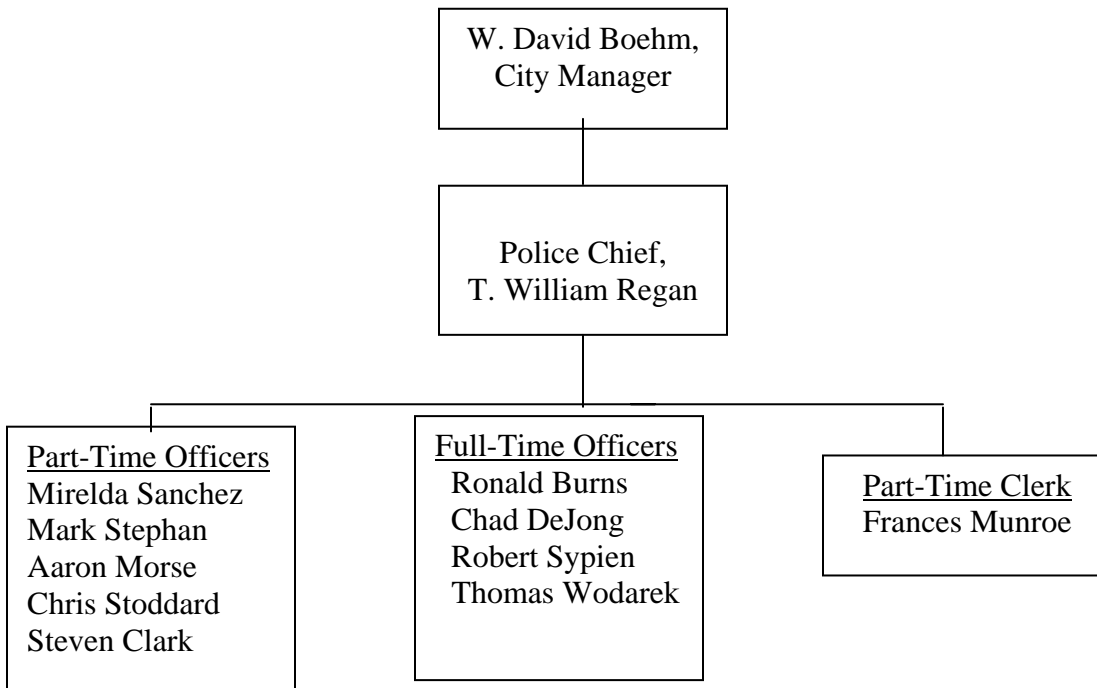
Dept. 253 - Treasurer					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
706.000	Full-time Employees	\$36,669	\$26,064	\$25,600	\$26,300
707.000	Part-time employees	\$0	\$0	\$0	\$0
714.000	Fringe Benefits	\$16,501	\$14,745	\$9,200	\$11,100
715.000	City's Share Social Security	\$2,799	\$2,128	\$2,100	\$2,100
718.000	City's Share Retirement	\$6,052	\$5,585	\$4,800	\$4,800
815.100	Computer Software	\$0	\$0	\$0	\$0
864.000	Conferences & Workshops	\$1,600	\$1,456	\$1,500	\$1,500
956.000	Miscellaneous	\$0	\$0	\$100	\$100
958.000	Memberships & Dues	\$150	\$173	\$200	\$300
960.000	Bank Service Charges	\$617	\$0	\$2,000	\$1,000
961.000	Investment Fees	\$0	\$0	\$0	\$0
Total		\$64,388	\$50,151	\$45,500	\$47,200

CITY HALL – GARAGE & GROUNDS
Department 265

This departmental budget contains funding for the physical operations and maintenance of the City Hall and other municipal properties. The 2010 budget includes \$5,000 for improvements to City buildings. A State of Michigan Energy Audit conducted in 2006 indicated several areas of improvement, whereby the City might reduce its energy costs for City-owned structures. A significant expenditure was made in 2006 via both grant funds and use of the City’s fund balance to make certain accessibility improvements to the Community Center. In 2007 additional improvements were made to the Community Center to improve the existing heating/cooling and reduce energy costs. In 2008 the entry doors at City Hall were replaced and in 2009 several windows were also replaced for greater energy efficiency.

Dept. 265 - City Hall - Garage & Grounds					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
726.000	Supplies & Materials	\$2,475	\$2,087	\$3,000	\$3,000
808.000	General Insurance	\$46,257	\$30,789	\$39,500	\$39,000
834.000	Building Cleaning	\$1,995	\$3,174	\$3,500	\$4,000
835.000	Building Maintenance	\$6,333	\$4,344	\$5,000	\$5,000
920.000	Utilities - Water & Sewer	\$0	\$0	\$0	\$0
921.000	Utilities - Electricity	\$9,533	\$8,794	\$10,000	\$9,000
922.000	Utilities - Gas	\$11,220	\$13,807	\$17,900	\$19,000
956.000	Miscellaneous	\$320	\$212	\$100	\$100
975.000	Building Improvements	\$6,827	\$6,239	\$5,000	\$5,000
	Total	\$84,960	\$69,446	\$84,000	\$84,100

POLICE DEPARTMENT
Department 301



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 five full-time employees and an additional five part-time officers. In the coming fiscal year the Police Department will continue enforcement of the City's laws and will work to ensure the welfare and safety of the community. This will be done by a continued emphasis on training and professionalism by each officer and by the department as a whole.

Dept. 301 - Police Operations					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
706.000	Full-time Employees	\$341,986	\$316,726	\$315,000	\$250,400
706.001	Part-time Employees (office)	\$0	\$0	\$12,000	\$13,000
707.000	Part-time Employees	\$30,430	\$46,270	\$40,000	\$50,000
708.000	Overtime	\$40,226	\$39,798	\$53,000	\$40,000
708.100	Holiday Pay	\$9,220	\$8,425	\$12,000	\$10,000
708.200	Witness Fees	\$200	\$0	\$100	\$100
708.300	Longevity	\$1,190	\$6,011	\$8,500	\$5,000
709.000	Clothing Allowance	\$3,548	\$1,979	\$2,600	\$2,000
713.000	Uniform Cleaning	\$458	\$370	\$600	\$600
714.000	Fringe Benefits	\$77,573	\$79,886	\$98,000	\$88,500

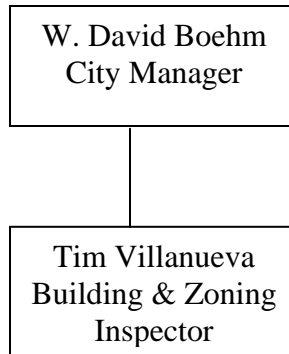
715.000	City's Share Social Security	\$33,436	\$33,025	\$32,400	\$28,100
718.000	City's Share Retirement	\$52,990	\$56,101	\$50,500	\$59,000
718.100	City's ICMA Match	\$10,332	\$9,768	\$10,000	\$9,500
727.000	Office Supplies	\$600	\$803	\$800	\$1,200
729.000	Photographic Supplies	\$199	\$9	\$200	\$200
741.000	Firearms Training	\$2,166	\$0	\$500	\$500
742.000	Operating Supplies	\$699	\$787	\$600	\$700
751.000	Gas & Oil	\$16,090	\$22,573	\$21,000	\$21,000
795.000	Operating Supplies (Vehicles)	\$954	\$213	\$600	\$600
840.000	Education & Training	\$1,500	\$0	\$1,500	\$1,000
841.000	State Funded Police Training		\$572	\$500	\$1,000
851.000	Equipment Maintenance	\$1,857	\$1,620	\$1,800	\$1,800
855.000	Central Dispatch	\$38,589	\$39,980	\$38,500	\$38,500
856.000	Meeting Expense	\$0	\$0	\$100	\$100
864.000	Conferences & Workshops	\$44	\$0	\$1,000	\$800
870.000	Medical Lab Fee	\$0	\$1,050	\$300	\$300
882.000	Personnel Relations	\$375	\$0	\$250	\$100
935.000	Vehicle Repair/Maintenance	\$5,611	\$4,697	\$6,000	\$6,000
937.000	Vehicle Purchase/Refurbish	\$24,269	\$21,195	\$24,300	\$24,300
940.000	Cell Phone Rental	\$623	\$603	\$600	\$500
943.000	Equipment Rental	\$0	\$0	\$0	\$0
956.000	Miscellaneous	\$594	\$75	\$100	\$100
958.000	Memberships & Dues	\$125	\$100	\$200	\$100
977.000	New Equipment	\$4,950	\$99	\$1,000	\$1,000
	Total	\$700,834	\$692,735	\$734,550	\$656,000

**FIRE & EMS
Department 336**

The City of Roosevelt Park has had a long-term contractual relationship with the City of Norton Shores for fire and emergency medical services (EMS). By contracting this service, Roosevelt Park does not have to directly finance the major capital expenditures associated with operating a fire department. For 2010, the following line item reflects the full cost of this contracted service. In prior years this expense has been split between this General Fund account and the Downtown Development Authority's budget.

Dept. 336 - Fire & EMS					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
818.000	Contract Services	\$210,710	\$284,933	\$293,500	\$301,900
	Total	\$210,710	\$284,933	\$293,500	\$301,900

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.

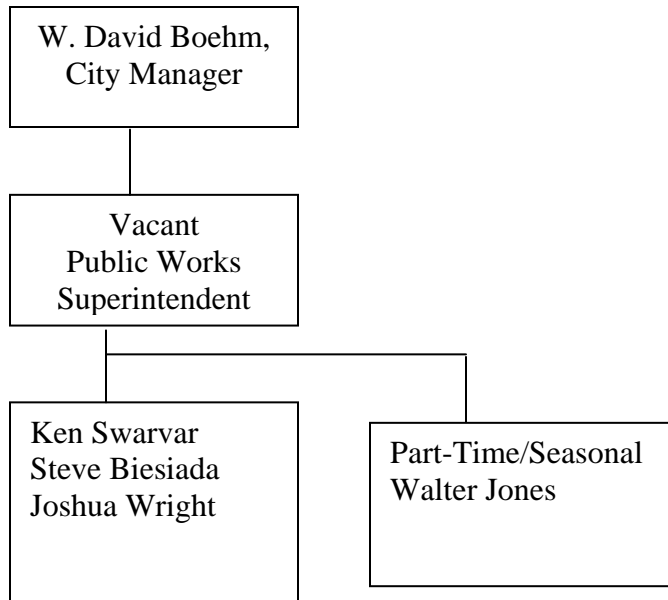
Dept. 387 - Inspections					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
707.000	Part-time Employees	\$40,272	\$37,427	\$28,000	\$28,000
714.000	Fringe Benefits	\$895	\$916	\$1,100	\$1,000
715.000	Social Security	\$3,103	\$2,830	\$2,200	\$2,200
818.000	Contract Services	\$4,724	\$2,049	\$1,000	\$1,000
818.500	Contract Services - Electrical	\$10,032	\$12,827	\$7,500	\$7,500
818.600	Contract Services - Plumbing	\$18,459	\$23,819	\$15,000	\$15,000
864.000	Conferences & Workshops	\$1,170	\$0	\$600	\$500
904.000	Printing	\$117	\$453	\$100	\$200
940.000	Cell Phone	\$687	\$599	\$600	\$500
943.000	Equipment Rental	\$1,298	\$855	\$1,100	\$1,000
958.000	Memberships & Dues	\$160	\$235	\$250	\$300
959.000	Books & Periodicals	\$0	\$571	\$100	\$200
985.000	Equipment Purchases	\$0	\$154	\$0	\$0
	Total	\$80,917	\$82,735	\$57,550	\$57,400

PLANNING COMMISSION / ZONING BOARD OF APPEALS
Department 400

The Planning Commission and Zoning Board of Appeals meet on an as-needed basis to review and make recommendations on zoning issues and site plans. Funds are budgeted in 2010, to allow members of the Planning Commission to attend training workshops.

Dept. 400 - Planning Commission / Zoning Board of Appeals					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
864.000	Conferences & Workshops	\$0	\$0	\$200	\$200
	Total	\$0	\$0	\$200	\$200

PUBLIC WORKS
Department 446



The Department of Public Works (DPW) staff is in place to monitor and maintain the City's physical infrastructure; with the over-arching goal of improving the quality of life that the residents so richly deserve. To accomplish this end, the DPW will make every effort to ensure that all City-owned streets, sidewalks, park areas, playground equipment, and public utilities are maintained to their highest level. The DPW staff will focus on "working smarter" by responding to opportunities and threats as they occur; and by determining what needs to be done in a swift manner to maintain our performance level to a maximum.

Internal Goal: Concentrate on planning, organizing, and directing to assure that service delivery remains optimal by utilizing our current resources to the fullest and through addressing all departmental needs in a proactive manner.

Objectives to achieve:

1. Expedite the process of maintaining the eight municipal parks; including grass cutting, leaf pick-up, and snow removal.
2. Be resourceful with current City-owned equipment to mitigate the burden of replacing expensive items.
3. Remain attentive and responsive to the needs of the community by staying on course and responding to citizen requests in a timely fashion.
4. Maintain and improve the overall work environment to always encourage a strong effort and reward employee excellence.
5. Develop an organizational structure that is conducive towards the safe, efficient, and effective delivery of municipal services.

THE IMPORTANCE OF ORGANIZATION DEVELOPMENT

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

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

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

Dept. 446 Public Works					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
706.000	Full-time Employees	\$188,149	\$173,250	\$204,400	\$161,500
707.000	Part-time Employees	\$25,818	\$40,304	\$27,500	\$27,500
708.000	Overtime	\$14,440	\$16,759	\$12,500	\$14,000
708.003	Longevity	\$1,888	\$3,440	\$5,500	\$5,000
713.000	Uniform Cleaning	\$1,861	\$1,656	\$1,900	\$1,900
714.000	Fringe Benefits	\$80,166	\$92,970	\$85,300	\$74,800
715.000	Social Security	\$18,306	\$21,186	\$18,400	\$15,500
718.000	City's Share Retirement	\$37,051	\$32,140	\$37,100	\$24,200
726.000	Supplies & Materials	\$1,892	\$2,268	\$3,000	\$1,000
732.000	Planting Trees	\$124	\$698	\$1,000	\$1,000
818.000	Contract Services	\$9	\$0	\$0	\$0
818.100	Contractual Snow Plowing				\$10,000
840.000	Education & Training	\$35	\$0	\$400	\$200
851.000	Equipment Maintenance	\$400	\$0	\$200	\$100
864.000	Conferences & Workshops	\$0	\$210	\$0	\$200
881.000	Holiday Decorations	\$697	\$31	\$1,500	\$1,000
924.000	Electricity - Street Lighting	\$41,054	\$47,269	\$41,100	\$41,500
926.000	Street Lighting Project	\$930	\$170	\$0	\$0
940.000	Pager /Cell Phone Rental	\$582	\$264	\$600	\$500
943.000	Equipment Rental	\$17,778	\$9,720	\$13,200	\$12,000
956.000	Miscellaneous	\$368	\$760	\$500	\$500
958.000	Memberships & Dues	\$0	\$70	\$400	\$300
	Total	\$431,548	\$443,165	\$454,500	\$392,700

SIDEWALKS

Department 449

Due to the General Fund's financial constraints, the amount budgeted for sidewalk replacement has not increased significantly in recent years. Requests to replace sidewalks will be closely evaluated. Only the more obvious or unsafe sections of sidewalk will be replaced.

Dept. 449 Sidewalks					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
818.000	Contract Services	\$1,489	\$3,348	\$1,500	\$2,500
943.000	Equipment Rental	\$3,776	\$8,114	\$3,500	\$2,500
	Total	\$5,265	\$11,462	\$5,000	\$5,000

SANITATION
Department 521

The City provides this service to its residents in part, through a contract with RMS Disposal. Under this contract, RMS will provide “typical” residential trash or garbage pick-up on a weekly basis. This service will include recycling (bi-weekly) and yard waste removal. Brush chipping and heavy/bulky item removal services will continue on a schedule and not ala carte basis and with a fee for bulk item pick-up in excess of two per year.

Dept. 521 Sanitation					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
818.000	Contract Services	\$154,323	\$156,911	\$163,300	\$168,500
943.000	Equipment Rental	\$10,716	\$10,732	\$10,900	\$10,000
956.000	Miscellaneous	\$2,991	\$1,449	\$1,000	\$1,000
	Total	\$168,030	\$169,092	\$175,200	\$179,500

PARKS, RECREATION & CONCESSIONS
Department 690

Due to the current fiscal times and a required emphasis on maintaining core services such as public safety, the City will again only provide limited recreations services beyond the on-going maintenance of its parks. Provision is again made for the Arts and Craft program at the Community Park in 2010.

Dept. 690 Parks, Recreation & Concession					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
707.200	Seasonal Employees	\$1,314	\$1,462	\$1,000	\$1,000
714.000	Fringe Benefits	\$26	\$38	\$50	\$100
715.000	City's Share Social Security	\$101	\$112	\$100	\$100
726.000	Supplies & Materials	\$3,097	\$8,748	\$7,000	\$7,000
734.000	Products	\$0	\$0	\$0	\$0
818.000	Contract Services	\$5,599	\$6,427	\$4,000	\$4,000
822.000	Construction Services	\$0	\$0	\$0	\$0
835.000	Building Maintenance	\$0	\$42	\$1,000	\$500
892.000	RP Youth Athletics	\$0	\$0	\$0	\$0
893.000	Norton Shores Rec. Subsidy	\$0	\$0	\$1,000	\$1,500
921.000	Utilities - Electric	\$3,144	\$3,537	\$3,700	\$3,700
922.000	Utilities - Gas	\$2,545	\$2,920	\$3,800	\$3,500
933.000	Playground Equip. Repair	\$0	\$0	\$500	\$500
943.000	Equipment Rental	\$16,539	\$21,656	\$14,300	\$14,500
956.000	Miscellaneous	\$33	\$0	\$100	\$100

970.000	Capital Improvements	\$0	\$5,248	\$3,000	\$5,000
976.000	Music in the Park	\$600	\$850	\$1,000	\$1,000
	Total	\$32,998	\$51,040	\$40,550	\$42,500

GENERAL FUND OTHER
Department 730

DEPT. 730 - General Fund Other					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
887.000	MATS Operation	\$6,205	\$6,205	\$6,400	\$6,400
888.000	WMSRDC	\$1,810	\$1,560	\$1,600	\$1,600
889.000	Muskegon Area First	\$6,109	\$6,109	\$6,200	\$6,200
890.000	Michigan Municipal League	\$2,266	\$2,350	\$2,500	\$2,500
	Total	\$16,390	\$16,224	\$16,700	\$16,700

TRANSFER TO OTHER FUND
Department 990

Dept. 990 - Transfer to Other Fund					
Line items	Description	2007 Adopted	2008 Actual	2009 Budget	2010 Budget
999.100	Transfer to Major Streets	\$0	\$0	\$0	\$0
999.200	Transfer to Local Streets	\$0	\$0	\$0	\$84,100
	Total	\$0	\$0	\$0	\$84,100

TOTAL GENERAL FUND EXPENDITURES

Line items	Description	2007 Adopted	2008 Actual	2009 Budget	2010 Budget
	GENERAL FUND - TOTAL EXPEND.	\$2,179,646	\$2,245,484	\$2,302,250	\$2,281,400

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

MAJOR STREET FUND

Fund 202

The Major Street Fund consists of revenues received from the State of Michigan Gas and Weight (Act 51) Tax and not from local property taxes. This fund is for the maintenance of streets designated as "Major" by the Michigan Department of Transportation. The proposed 2010 Budget does not include funding for any Major Street reconstruction or resurfacing project. Typically it has taken the City some three to four years of budgeting to accumulate sufficient funds to undertake a significant construction project and to match the required funding for a Michigan Department of Transportation approved project. The tentative date for construction of the third phase of improvements to Glenside Boulevard (Eastland to Norton) is 2012.

202 - REVENUES					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
569.000	Gas & Weight Tax	\$152,553	\$147,605	\$152,040	\$144,900
570.000	Build Michigan Program	\$6,183	\$5,294	\$4,400	\$5,200
571.000	Surface Transportation Revenue	\$0	\$4,017	\$0	\$0
572.000	Winter Maintenance Payments	\$0	\$0	\$1,000	\$1,000
665.000	Interest on Investments	\$9,402	\$6,909	\$6,800	\$3,000
665.100	Gain (loss) on investments	\$1,329	\$45	\$0	\$0
672.000	(METRO)	\$10,051	\$10,180	\$10,000	\$10,100
678.000	Reimbursements	\$0	\$0	\$0	\$0
694.000	Miscellaneous Revenues	\$0	\$0	\$0	\$0
	Total	\$179,518	\$174,050	\$174,240	\$164,200

202 - EXPENDITURES					
Dept. 451 - Construction					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
818.000	Contract Services	\$0	\$0	\$0	\$0
820.000	Engineering	\$851	\$43,690	\$0	\$0
822.000	Construction	\$0	\$0	\$264,720	\$0
	Total	\$851	\$43,690	\$264,720	\$0

Dept. 463 - Routine Maintenance					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
726.000	Supplies & Materials	\$3,356	\$6,179	\$4,200	\$4,000
818.000	Contract Services	\$1,500	\$0	\$2,000	\$2,000
942.000	Office & Garage Rental	\$3,852	\$3,840	\$3,850	\$3,850
943.000	Equipment Rental	\$4,794	\$8,384	\$5,800	\$4,800
	Total	\$13,502	\$18,403	\$15,850	\$14,650

Dept. 474 - Traffic Services					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
730.000	Traffic Control Supplies	\$453	\$479	\$1,000	\$1,000
775.000	Traffic Signals-Electricity	\$4,548	\$3,171	\$4,000	\$4,000
818.000	Contract Services	\$934	\$2,796	\$2,500	\$2,500
925.000	Signal Charges - Railroad	\$760	\$760	\$900	\$800
	Total	\$6,695	\$7,206	\$8,400	\$8,300

Dept. 478 - Winter Maintenance					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
731.000	Rock Salt	\$1,207	\$6,056	\$4,000	\$5,000
943.000	Equipment Rental	\$14,144	\$14,101	\$15,000	\$15,000
	Total	\$15,351	\$20,157	\$19,000	\$20,000

Dept. 484 - Administration					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
825.000	Administrative Fee	\$15,483	\$15,599	\$17,920	\$15,200
961.000	Investment Fee	\$0	\$0	\$0	\$0
990.000	Labor Transfer	\$51,138	\$61,837	\$38,000	\$42,000
990.002	Transfer to Local Streets	\$6,000	\$0	\$6,000	\$10,000
	Total	\$72,621	\$77,436	\$61,920	\$67,200

Dept. 487 - Care of Trees					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
818.000	Contract Services	\$6,016	\$3,073	\$5,200	\$5,000
943.000	Equipment Rental	\$1,022	\$182	\$1,000	\$1,000
	Total	\$7,038	\$3,255	\$6,200	\$6,000

Dept. 488 - Storm Drain - Construction & Repair					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
726.000	Supplies & Materials	\$0	\$0	\$200	\$200
818.000	Contract Services	\$0	\$0	\$0	\$0
820.000	Engineering (Permits/Fees)	\$2,600	\$1,340	\$2,600	\$2,600
943.000	Equipment Rental	\$832	\$730	\$1,000	\$1,000
	Total	\$3,432	\$2,070	\$3,800	\$3,800

Total Major Street Expenditures	\$119,49	\$172,218	\$379,890	\$119,950
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Fund Balance 11-30-01	\$337,194
Fund Balance 11-30-02	\$258,185
Fund Balance 11-30-03	\$202,018
Fund Balance 11-30-04	\$176,311
Fund Balance 11-30-05	\$214,562
Fund Balance 11-30-06	\$100,487
Fund Balance 11-30-07	\$160,514
Fund Balance 11-30-08	\$162,345

LOCAL STREET FUND

Fund 203

The Local Street Fund consists of revenues received from the State of Michigan Gas and Weight (Act 51) Tax. 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 vast majority of our streets are designated as being “local”. These streets are **not** eligible for State or Federal grants for reconstruction.

In 2002 the City stopped transferring funds from the Major Street Fund into the Local Street fund in order to build up a reserve for Major Street reconstruction. This has resulted, over the past five years, in the decline of the Local Street Fund balance. The fund balance is projected to be slightly in excess of \$63,000. The City will continue to need to investigate other alternatives to funding the repair or reconstruction of Local Streets, as Act 51 monies will never be sufficient to handle this challenge.

The 2010 Budget contains funding for only the very basic maintenance needs of the Local Street system. An ICE Grant Application has been submitted for Post Road for 2010.

203 - REVENUES					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
569.000	Gas & Weight Tax	\$58,226	\$56,359	\$59,550	\$56,800
570.000	Build Michigan Program	\$2,360	\$2,022	\$1,500	\$2,000
572.000	Winter Maintenance Pmt	\$0	\$0	\$0	\$0
665.000	Interest on Investments	\$3,172	\$4,053	\$2,500	\$2,000
665.100	Gain (loss) on investments	\$266	\$9	\$0	\$0
691.000	Transfers from Major Street	\$6,000	\$0	\$10,000	\$10,000
594.000	Miscellaneous Revenue	\$84	\$0	\$0	\$0
	Total	\$70,108	\$62,443	\$73,550	\$70,800

203 - EXPENDITURES					
Dept. 451 - Construction					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
818.000	Contract Services	\$0	\$0	\$0	\$60,000
	Total	\$0	\$0	\$0	\$60,000

Dept. 463 - Routine Maintenance					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
726.000	Supplies & Materials	\$0	\$116	\$1,000	\$1,000
818.000	Contract Services	\$0	\$0	\$0	\$0
942.000	Office & Garage Rental	\$1,800	\$1,800	\$1,800	\$1,800

943.000	Equipment Rental	\$2,015	\$3,204	\$3,500	\$3,500
	Total	\$3,815	\$5,120	\$6,300	\$6,300

Dept. 474 - Traffic Services					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
730.000	Traffic Control Supplies	\$60	\$0	\$300	\$300
	Total	\$60	\$0	\$300	\$300

Dept. 478 - Winter Maintenance					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
731.000	Road Salt/Sand	\$595	\$2,939	\$2,810	\$3,000
943.000	Equipment Rental	\$11,393	\$9,476	\$11,500	\$11,000
	Total	\$11,988	\$12,415	\$14,310	\$14,000

Dept. 484 - Administration					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
825.000	Administrative Fee	\$5,470	\$4,524	\$6,540	\$6,000
961.000	Investment Fees	\$0	\$0	\$0	\$0
990.000	Labor Transfer	\$33,884	\$37,687	\$35,500	\$35,000
	Total	\$39,354	\$42,211	\$42,040	\$41,000

Dept. 487 - Care of Trees					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
818.000	Contract Services	\$5,572	\$12,007	\$5,000	\$5,000
943.000	Equipment Rental	\$75	\$869	\$500	\$500
	Total	\$5,647	\$12,876	\$5,500	\$5,500

Dept. 488 - Storm Drain - Construction & Repair					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
726.000	Supplies & Materials	\$0	\$0	\$1,100	\$1,000
818.000	Contract Services	\$0	\$0	\$1,000	\$1,000
820.000	Engineering	\$1,920	\$660	\$2,000	\$1,000
943.000	Equipment Rental	\$1,500	\$344	\$1,000	\$1,000
	Total	\$3,420	\$1,004	\$5,100	\$4,000

Dept. 990 - Transfer to Other Fund					
990.000	Debt Service Fund	\$0	\$0	\$0	\$0
	Total	\$0	\$0	\$0	\$0

Local Street Expenditures	\$64,284	\$73,627	\$73,550	\$131,100
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Fund Balance 11-30-01	\$75,101
Fund Balance 11-30-02	\$121,119
Fund Balance 11-30-03	\$48,454
Fund Balance 11-30-04	\$50,356
Fund Balance 11-30-05	\$49,276
Fund Balance 11-30-06	\$68,874
Fund Balance 11-30-07	\$74,697
Fund Balance 11-30-08	\$63,513

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, businesses, individuals and residents. 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 change in the events and activities for Roosevelt Park Day in 2010. If it is determined that special activities/events will be added next year, the budget will be amended accordingly.

235 - REVENUES					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
653.000	Income from Games	\$4,990	\$4,433	\$4,200	\$4,200
667.000	Booth Rental	\$3,600	\$3,800	\$3,500	\$3,500
675.000	Donations	\$10,440	\$11,040	\$10,000	\$10,000
692.000	Clothing Sales	\$268	\$319	\$100	\$100
	Total	\$19,298	\$19,592	\$17,800	\$17,800

235 - EXPENDITURES					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
726.000	Supplies & Materials	\$2,942	\$2,020	\$4,000	\$3,500
735.000	Games	\$7,173	\$6,874	\$7,500	\$7,700
736.000	Prizes	\$0	\$0	\$300	\$300
818.000	Contract Services	\$3,083	\$3,327	\$3,000	\$3,200
886.000	Civic Promotion	\$0	\$0	\$500	\$300
905.000	Publishing	\$677	\$0	\$500	\$300
	Total	\$13,875	\$12,221	\$15,800	\$15,300

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

Downtown Development Authority

Fund 248

The Downtown Development Authority (DDA) was formed by the City of Roosevelt Park in 1998. This Authority was formed to assist the City in its efforts to facilitate and promote new economic development within the Roosevelt Park community. The formation of a DDA allows for alternative approaches towards financing the capital improvements necessary to attract or facilitate new development within a community.

The DDA is an independent entity governed by a Board of Directors appointed and approved by the City. This ten member Board of Directors includes the Mayor and seven board members representing property owners within the district and four board members representing the residents.

The proposed DDA budget for 2010 continues the practice of reimbursing the General Fund for certain services provided to the DDA and/or within the DDA district. The budget provides for funding one-fourth of the annual cost of the fire services contract with Norton Shores. This assistance from the DDA has been and continues to be critical to balancing the General Fund Budget.

248 - REVENUES					
Line items	Description	2007 Actual	2008 Actual	2009 Amended	2010 Budget
402.000	Current Real Property Tax	\$401,459	\$551,948	\$458,000	\$459,000
665.000	Interest on Investments	\$30,929	\$13,735	\$16,000	\$16,000
665.100	Gain (loss) on Investments	\$5,177	(\$47)	\$0	\$0
679.000	Insurance Claims	\$0	\$0	\$0	\$0
695.300	Other Revenue – Fund Bal.	\$0	\$0	\$265,000	\$121,800
Total		\$437,566	\$565,636	\$739,000	\$596,800

248 - EXPENDITURES					
Dept. 451 - Construction					
Line items	Description	2007 Actual	2008 Actual	2009 Adopted	2010 Budget
818.000	Contract Services – Eng/Arch	\$0	\$21,358	\$10,000	\$10,000
818.004	Broadway Streetscape	\$3,995	\$16,482	\$4,000	\$15,000
818.005	Oak Ridge Rd. Construction	\$0	\$0	\$0	\$0
818.006	Other Construction	\$0	\$28,277	\$0	\$0
818.007	Sherman Blvd. Water Main	\$105,551	\$210,499	\$0	\$0
818.008	Facade Imp. Program	\$0	\$0	\$60,000	\$60,000
818.009	Relocate DPW Facility	\$0	\$0	\$374,000	\$200,000

818.010	Other Construction			\$9,000	\$0
	Total	\$109,546	\$276,616	\$457,000	\$285,000

Dept. 990 – Transfer to Other Fund					
Line Items	Description	2007 Actual	2008 Actual	2009 Amended	2010 Budget
999.101	Transfer – General Fund	\$154,000	\$154,000	\$154,000	\$156,000
999.300	General Fund - Reimburse	\$0	\$0	\$0	\$0
990.000	Transfer – Debt Service Fund	\$135,500	\$141,200	\$138,600	\$155,800
999.000	Reserve – Property Purchase	\$0	\$0	\$0	\$0
	TOTAL DDA EXPENDITURES	\$399,046	\$569,598	\$740,600	\$596,800

Fund Balance 11-30-01	\$81,000
Fund Balance 11-30-02	\$81,000
Fund Balance 11-30-03	\$81,000
Fund Balance 11-30-04	\$103,773
Fund Balance 11-30-05	\$363,413
Fund Balance 11-30-06	\$220,748
Fund Balance 11-30-07	\$220,748
Fund Balance 11-30-08	\$302,369

DEBT SERVICE FUND
Fund 301

This fund serves as a clearing fund by collecting the revenue from the DDA just prior to dispersing the interest and principal payments. The payment amounts were established during the bond issue.

301 - REVENUES					
Line items	Description	2007 Actual	2008 Actual	2009 Adopted	2010
665.000	Interest on Investments	0	\$0	\$0	\$0
990.000	Transfer from DDA Fund	\$143,600	\$141,200	\$138,600	\$155,800
990.001	Transfer from Sewer Fund			\$27,710	\$27,000
990.002	Transfer from Water Fund			\$39,650	\$38,800
	Total	\$143,600	\$141,200	\$205,960	\$221,600

301 - EXPENDITURES					
Line items	Description	2007 Actual	2008 Actual	2009 Adopted	2010
968.200	Principal - DDA Bonds	\$75,000	\$75,000	\$75,000	\$95,000
968.300	Interest - DDA Bonds	\$68,600	\$66,200	\$63,600	\$60,800
	Principal - 2007 Bonds			\$40,000	\$40,000
	Interest - 2007 Bonds			\$27,360	\$25,800
	Total	\$143,600	\$141,200	\$205,960	\$221,600

SEWER FUND

Fund 590

The short-term trend for sewage treatment costs is not that encouraging. Not only has Roosevelt Park been impacted by the adjustments in the sewage treatment rate charged by the County as a result of reduced industrial flows, but we also have the internal trend of increases in flows due to storm water inflow. During the late 1980's and early 1990's the fiscal impact of contributing storm water to the sanitary sewage system for treatment was clearly not an impediment. With the recent need to improve infrastructure at the County Wastewater System and the reduction in sewage from industrial users, a customer-city such as, Roosevelt Park is clearly caught in the horns of a dilemma. Continuing to divert storm water into the sanitary system will only increase the total charges levied against the Sewer Fund as treatment rates increase. The majority of all sewer revenue generated will no required to pay the monthly sewage treatment bills, vs. any improvements to the City's sewer and storm water infrastructure.

590 - REVENUES					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
643.000	Sewage Service	\$598,516	\$620,786	\$590,000	\$620,000
644.000	Penalties	\$8,966	\$9,781	\$7,000	\$8,500
645.000	Sewer Connections	\$13,030	\$23,610	\$8,000	\$6,000
645.200	Meter Sales	\$197	\$1,264	\$100	\$200
647.000	Sewer Permits	\$0	\$0	\$100	\$100
665.000	Interest on Investments	\$9,132	\$11,475	\$8,000	\$6,000
665.100	Gain (Loss) on Investments	\$881	\$270	\$0	\$0
674.000	Contributed Capital	\$0	\$0	\$0	\$0
694.000	Miscellaneous Revenues	\$462	\$0	\$0	\$0
Total		\$631,184	\$667,186	\$613,200	\$640,800

590 - EXPENDITURES					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
726.000	Supplies & Materials	\$232	\$174	\$300	\$300
745.000	Tools	\$0	\$0	\$100	\$100
749.000	Sewer Connection Material	\$6,986	\$1,244	\$8,000	\$6,000
801.000	Wastewater Disposal	\$260,138	\$262,085	\$320,000	\$310,000
801.001	Interceptor Bond 17M	\$32,006	\$42,743	\$58,920	\$59,800
801.002	Collection System Bonds 1a	\$13,750	\$20,063	\$38,310	\$38,900
801.003	Collection System Bonds 1b	\$0	\$7,024	\$30,630	\$54,500
801.004	66" Force Main Bonds		\$0	\$23,060	\$50,000
815.100	Computer Software		\$0	\$0	\$0

818.000	Contractual Services	\$53,134	\$11,266	\$15,000	\$16,000
818.300	Contractual Repair	\$0	\$0	\$0	\$0
819.000	Software Support	\$600	\$0	\$600	\$700
820.000	Engineering	\$0	\$0	\$0	\$1,000
825.000	Administrative Fee	\$94,728	\$99,272	\$91,900	\$91,900
856.000	Meeting Expense		\$100	\$0	\$100
904.000	Printing	\$0	\$0	\$200	\$100
923.000	Electricity - GWP	\$2,048	\$2,784	\$2,500	\$2,800
930.000	GWP - Repair	\$460	\$3,993	\$1,500	\$1,500
942.000	Office & Garage Rental	\$13,400	\$13,400	\$13,400	\$13,400
943.000	Equipment Rental	\$1,963	\$1,164	\$7,000	\$6,000
956.000	Miscellaneous	\$0	\$66	\$200	\$100
958.000	Memberships & Dues	\$500	\$43	\$300	\$200
961.000	Investment Fees	\$0	\$0	\$0	\$0
968.000	Amortization	\$28,356	\$0	\$0	\$0
968.100	Depreciation	\$39,966	\$40,551	\$0	\$0
962.000	Uncollected Revenue Exp.	\$0	\$0	\$0	\$0
990.00	Labor Transfer	\$27,093	\$23,859	\$24,000	\$23,300
990.001	Transfer - Debt Service Fund			\$27,710	\$27,050
993.000	2.3M Bond - 1992	\$0	\$0	\$0	\$0
997.000	23M Bond - 1989	\$3,516	\$0	\$0	\$0
998.000	23M Bond - 1996	\$0	\$0	\$0	\$0
999.500	Transfer - Construction Fund			\$74,600	\$110,000
	Total	\$578,876	\$529,831	\$738,230	\$813,750

Fund Balance 11-30-01	\$448,800
Fund Balance 11-30-02	\$572,385
Fund Balance 11-30-03	\$742,005
Fund Balance 11-30-04	\$665,847
Fund Balance 11-30-05	\$434,281
Fund Balance 11-30-06	\$448,411
Fund Balance 11-30-07	\$477,011
Fund Balance 11-30-08	\$455,666

WATER FUND

Fund 591

In 2004 the City began the process of implementing various upgrades to the City's water system that were recommended in the 2003 Reliability Study. In 2006 the City installed water main improvements along Glenside Boulevard as part of the road reconstruction effort. Also in 2006, the water main on Henry Street between Oak Ridge Road and Summit Avenue was replaced and the Wal-Mart developer upgraded the water main along Henry Street as well as a section between Henry Street and Maple Grove Road. The single major water system improvement in 2007 was to complete construction of a large, boundary-line water main in Henry Street from Summit Avenue to Seminole Road in Norton Shores. The new main provides the City with emergency access to the Muskegon Heights water system as a critical second-point of connection for purposes of reliability and redundancy. In addition, during 2007 a one-block stretch of failed water main on Greenwich Road was replaced, along with a major valve on Broadway. All of this construction was financed by long-term borrowing. The Glenside-Roosevelt Road project in the summer of 2009 upgraded all water main crossings on Roosevelt Road between Greenwich and Eastland. There are no significant improvements to the City's water system planned for 2010.

591 - REVENUES					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
641.000	Hydrant Rental	\$100	\$103	\$100	\$100
644.000	Penalties	\$10,513	\$11,247	\$7,500	\$9,000
645.000	Water Connections	\$34,785	\$22,498	\$5,000	\$5,000
645.100	Irrigation Meter Sales	\$550	\$0	\$2,500	\$1,000
645.200	Meters Sales	\$220	\$358	\$100	\$100
646.000	Water Sales	\$784,038	\$774,420	\$720,000	\$715,000
647.000	Permits	\$0	\$0	\$0	\$0
665.000	Interest on Investments	\$23,751	\$6,194	\$10,000	\$6,000
665.100	Gain (Loss) on Investments	\$1,283	\$43	\$0	\$0
674.000	Contributed Capital	\$0	\$238,775	\$0	\$0
694.000	Miscellaneous Revenues	\$0	\$59	\$1,000	\$1,000
Total		\$855,240	\$1,053,697	\$746,200	\$737,200

591 - EXPENDITURES					
Line items	Description	2007 Adopted	2008 Actual	2009 Budget	2010 Budget
745.000	Tools	\$224	\$914	\$1,500	\$1,500
747.000	Water Hydrant Material	\$504	\$1,701	\$1,000	\$500
748.000	Water Main Material	\$1,940	\$205	\$4,000	\$3,000
749.000	Water Service Conn. Material	\$9,398	\$3,217	\$8,000	\$8,000
802.000	Water Purchased	\$443,047	\$445,879	\$460,000	\$460,000

815.100	Computer Software	\$0	\$0	\$0	\$0
815.200	Computer Hardware	\$0	\$0	\$0	\$0
818.000	Contract Services	\$7,422	\$2,329	\$1,000	\$1,500
819.000	Software Support - Meters	\$600	\$600	\$600	\$600
820.000	Engineering	\$941	\$0	\$8,000	\$4,000
825.000	Administrative Fee	\$128,282	\$122,947	\$112,000	\$110,600
864.000	Conference & Workshops	\$910	\$1,600	\$1,500	\$1,000
904.000	Printing	\$10	\$35	\$300	\$300
942.000	Office & Garage Rental	\$16,120	\$16,120	\$16,100	\$16,100
943.000	Equipment Rental	\$7,494	\$5,191	\$12,000	\$10,000
956.000	Miscellaneous	-\$2,151	\$207	\$500	\$500
958.000	Memberships & Dues	\$2,552	\$0	\$2,000	\$2,000
961.000	Investment Fees	\$0	\$0	\$0	\$0
962.000	Uncollected Revenue Exp	\$0	\$0	\$0	\$0
968.300	Interest Expense	\$9,857	\$0	\$10,000	\$10,000
969.000	Depreciation Expense	\$16,070	\$36,713	\$16,070	\$19,100
990.000	Labor Transfer	\$53,807	\$35,946	\$35,000	\$35,000
999.400	Transfer to 202 Fund	\$0	\$0	\$0	\$0
999.500	Transfer to Construction Fund		\$0	\$119,800	\$10,000
990.600	Transfer to Debt Service		\$0	\$39,650	\$38,700
	Total	\$697,027	\$673,604	\$849,020	\$732,400

Fund Balance 11-30-01	\$464,831
Fund Balance 11-30-02	\$427,589
Fund Balance 11-30-03	\$344,524
Fund Balance 11-30-04	\$314,303
Fund Balance 11-30-05	\$494,963
Fund Balance 11-30-06	\$409,024
Fund Balance 11-30-07	\$591,499
Fund Balance 11-30-08	\$474,429

EQUIPMENT FUND

Fund 640

The Equipment Fund serves as an internal funding mechanism for the purchase, repair and maintenance of City 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.

Although the Equipment Fund does maintain a fund balance, there is a “hidden” deficit. Based on depreciation and replacement costs, the Equipment Fund should have in excess of \$400,000 in reserves. This deficit began when the Equipment Fund started subsidizing the General Fund and Police Operations by adjusting the recommended rental rate for cruisers. Also, in 2004 there was a transfer to the General Fund in the amount of \$76,000 for the reimbursement of the property that the City purchased west of Glenside Boulevard. These two actions have led to the decline in the fund reserve. This can be an issue if several pieces of equipment reach a replacement age at the same time.

The proposed Equipment Fund Budget continues equipment replacement as outlined in the Capital Improvement Plan.

640 - REVENUES					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
665.000	Interest on Investments	\$8,897	\$6,799	\$5,800	\$4,000
665.100	Gain (Loss) on Investments	\$1,372	\$63	\$0	\$0
676.100	Major Street Fund	\$20,792	\$23,398	\$22,800	\$21,800
676.000	Local Street Fund	\$14,983	\$13,894	\$16,000	\$16,000
676.300	General Fund	\$48,711	\$49,177	\$43,000	\$40,000
676.400	Water & Sewer Fund	\$9,295	\$6,355	\$19,000	\$16,000
679.000	Insurance Claim	\$0	\$0	\$0	\$0
680.000	Sale of Equipment	\$4,651	\$0	\$3,000	\$1,000
694.000	Miscellaneous Revenue	\$0	\$1,300	\$0	\$0
Total		\$108,701	\$100,986	\$109,600	\$98,800

640 - EXPENDITURES					
Line items	Description	2007 Actual	2008 Actual	2009 Budget	2010 Budget
726.000	Supplies & Materials	\$5,516	\$6,599	\$6,500	\$7,000
751.000	Gas & Oil	\$13,148	\$16,310	\$18,000	\$20,000
825.000	Administrative Fee	\$16,332	\$13,924	\$16,400	\$14,700
936.000	Equipment Repair/Maint.	\$7,715	\$10,092	\$15,000	\$10,000
961.000	Investment Fees	\$0	\$0	\$0	\$0
969.000	Depreciation	\$48,599	\$32,170	\$28,000	\$20,000

985.000	Equipment Purchases	\$6,891	\$357	\$60,000	\$8,000
990.000	Labor Transfer	\$27,088	\$17,885	\$24,000	\$20,000
990.300	General Fund Reimb.	\$0	\$0	\$0	\$0
Total		\$125,289	\$97,337	\$167,900	\$99,700

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

Five Year Capital Improvement Plan

Since 2003 the city has prepared a five year Capital Improvement plan (CIP). This plan has been updated to show the anticipated projects and equipment purchases that will be made in the coming years. By updating this plan as part of the budget, the City Council and staff can anticipate these expenditures and therefore budget accordingly. Only equipment and capital improvements greater than \$5,000 are included. The CIP is for planning purposes only; the City Council has the option of adding, deleting, or revising the plan as they choose.

Project/Equipment	Estimated Cost	Source of Funding	Fiscal Year
Police Cruiser	\$24,300	General Fund	2010
Park Improvements	\$5,000	General Fund	2010
Relocate DPW Facility - Phase II	\$216,000	Downtown Development Auth.	2010
Post Road Improvement Project	\$111,000	General Fund, Local Streets	2010
Replace Clock Mechanism	\$6,000	Downtown Development Auth.	2010
2010 Subtotal	\$ 362,300		
Glenside Reconstruct - Phase III: Eng.	\$100,000	Major Streets	2011
		Water Fund and Sewer Fund	
Streetscape Maintenance	\$30,000	Downtown Development Auth.	2011
Police Cruiser	\$25,000	General Fund	2011
Resurface Tennis Courts	\$30,000	General Fund	2011
Pick-Up Truck Replacement Str.	\$20,000	Equipment Fund	2011
2011 Subtotal	\$205,000		
Glenside Reconstruct - Phase III	\$400,000	General Fund	2012
		Water Fund and Sewer Fund	
Police Cruiser	\$25,000	General Fund	2012
Park Improvements	\$30,000	General Fund	2012
Redevelopment of DPW Site	\$100,000	Downtown Development Auth.	2012
Plow/Salt Truck (Used)	\$70,000	Equipment Fund	2012
2012 Subtotal	\$625,000		

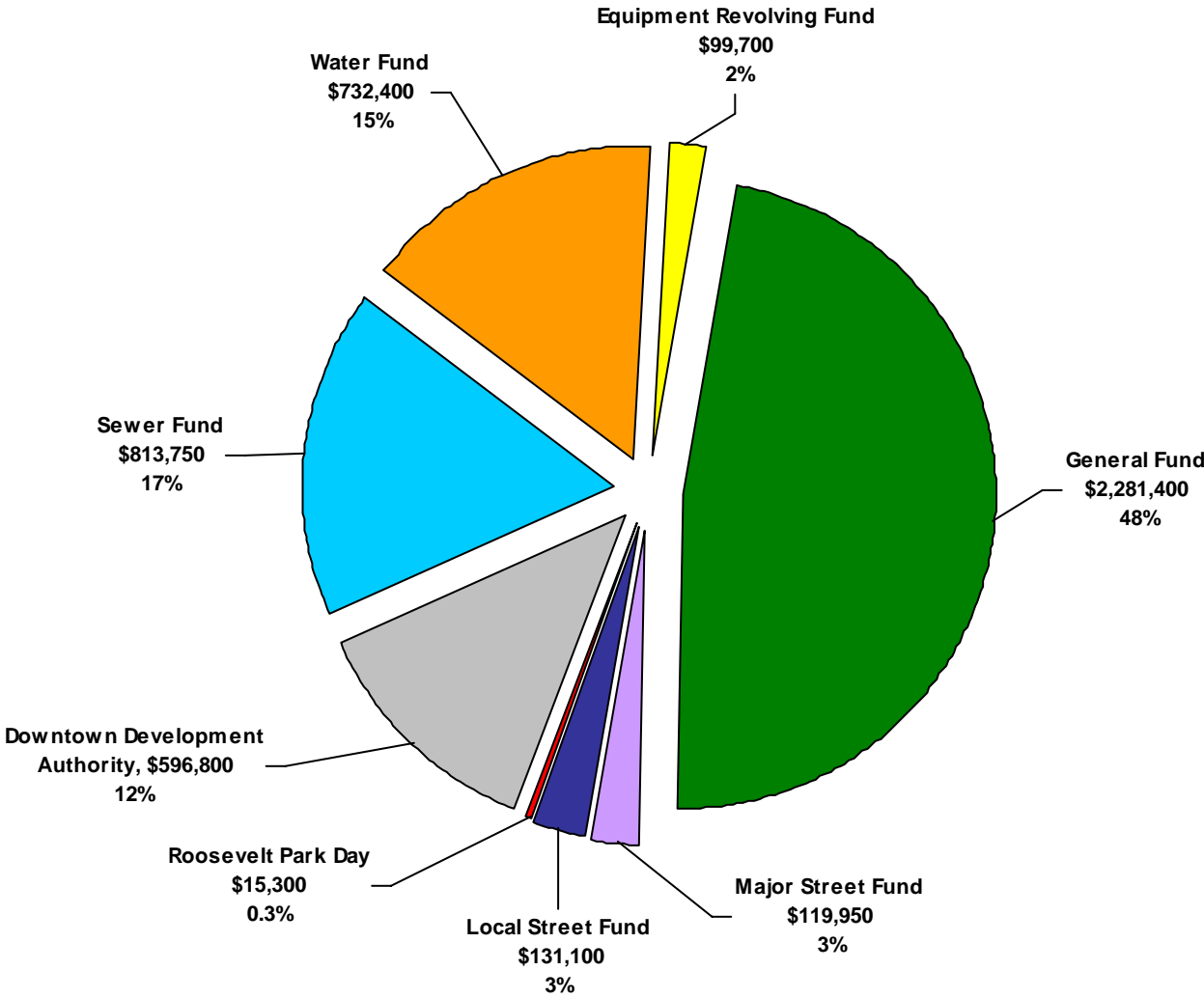
Police Cruiser	\$25,000	General Fund	2013
Community Center Improvements	\$50,000	General Fund	2013
Downtown Parking Improvements	\$200,000	Downtown Development Auth.	2013
2013 Subtotal	\$275,000		

TOTAL FIVE YEAR PLAN

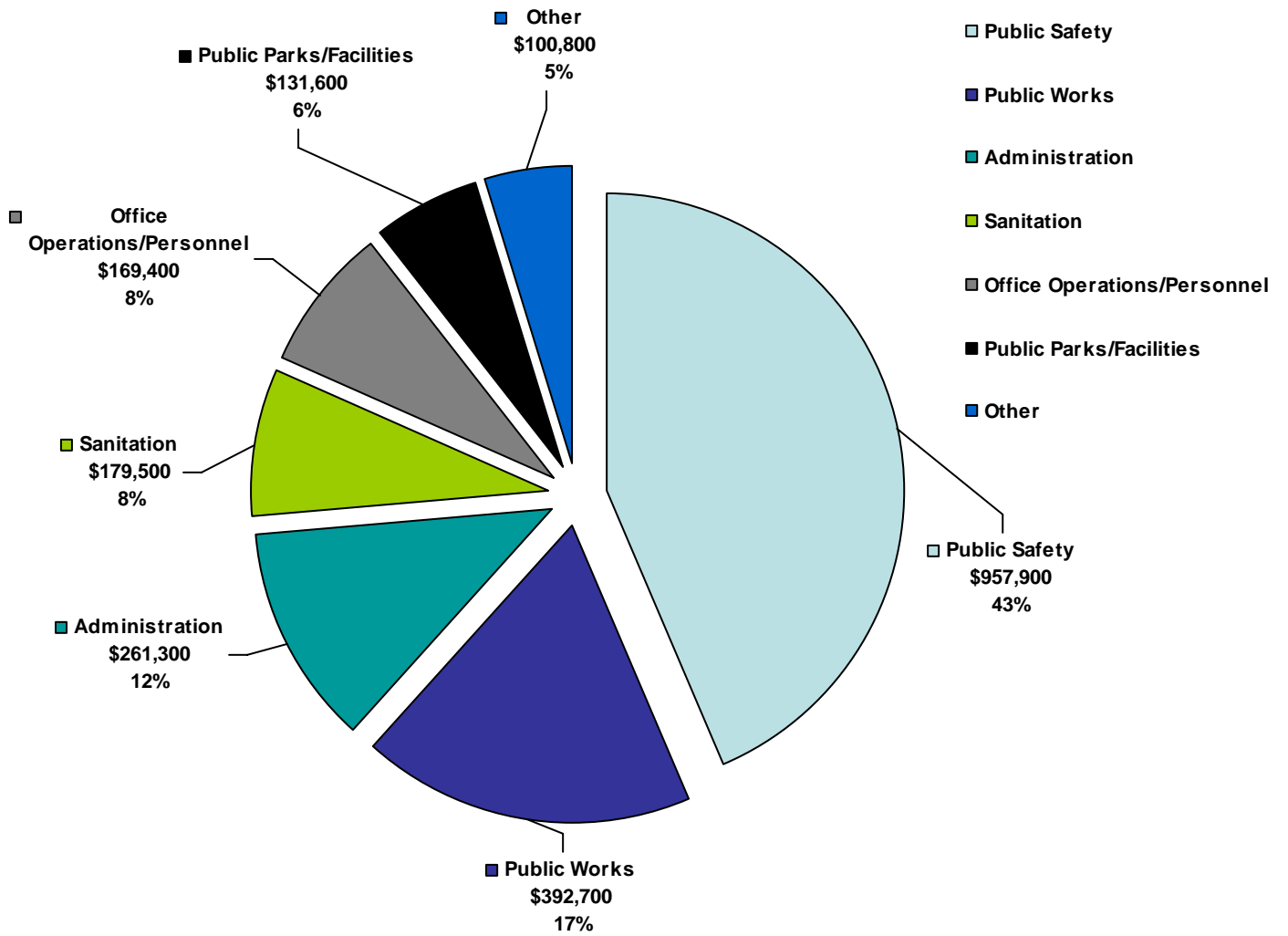
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APPENDIX

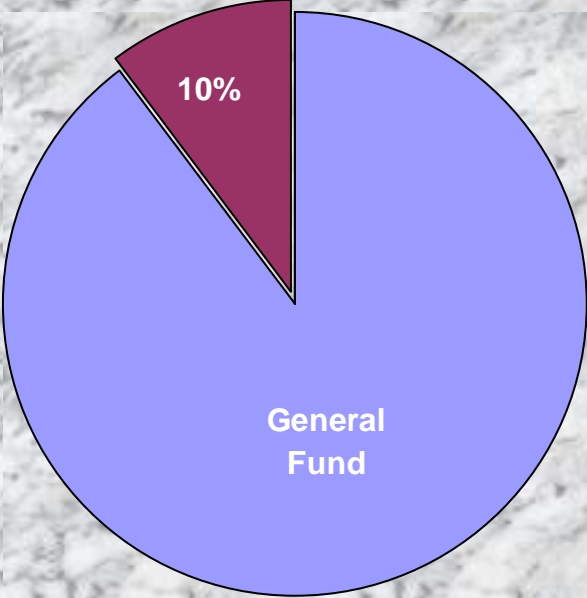
CITY BUDGET 2010



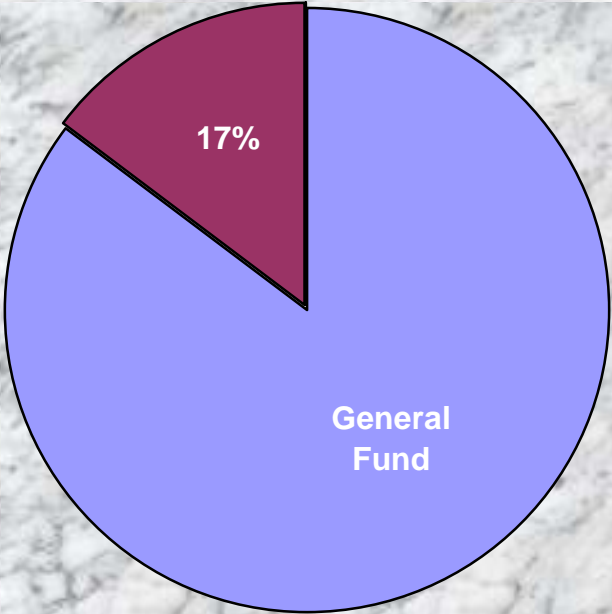
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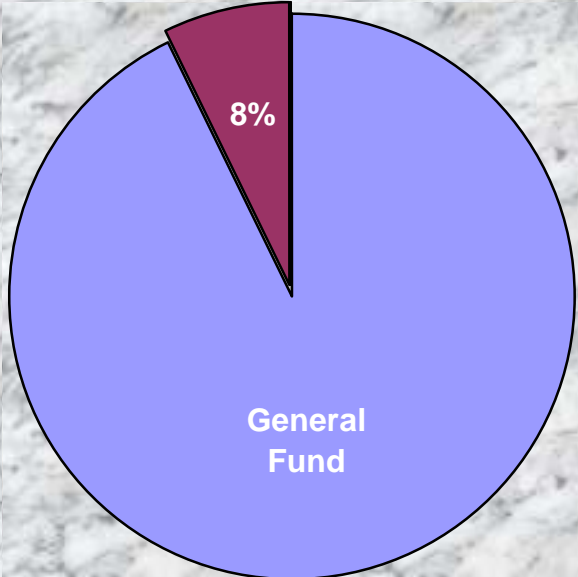
Administration & Personnel



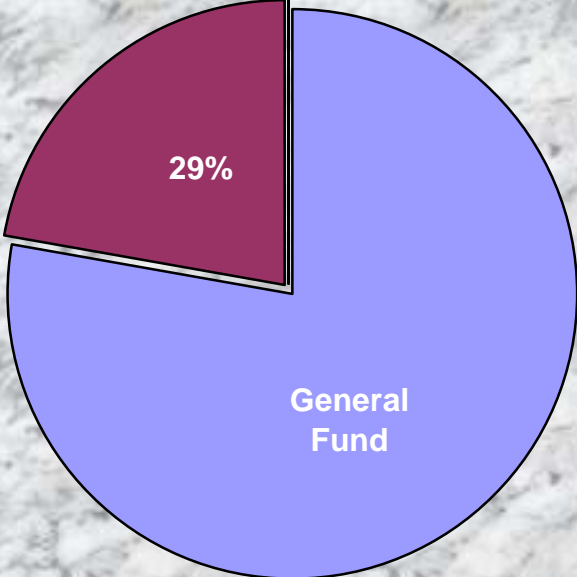
Public Works



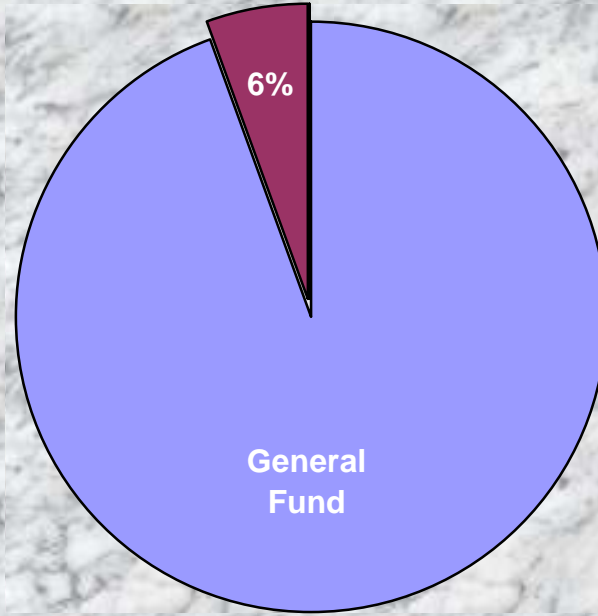
Sanitation



Police Department



Public Parks & Buildings



Fire & Inspections

