

ST. JAMES TOWNSHIP, BEAVER ISLAND

CHARLEVOIX COUNTY, MICHIGAN

GENERAL FUND

Proposed 2018 - 2019 Budget (FY19) - 4.1 Mills

(Fiscal Year April 1, 2018 to March 31, 2019)

Summary

Expected Revenue: \$420,150.00

Budgeted Expenditures: \$345,052.00

Net Revenue: \$75,095.00

Per L-4022, Real and Personal Property

Taxable Value = \$47,597,678.00

For more information contact:

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ST JAMES TOWNSHIP

GENERAL FUND PROPOSED 2018-2019 BUDGET

Updated 3/23/2018 Based Upon 4.1 Mills, Taxable Value \$47,597,678 Per L-4022

| | 2017-2018 ADOPTED 12/2017 | 2017-2018 ACTIVITY THROUGH 3/6/2018 | 2017-2018 AMEND 3/31/18 | 2018-2019 PROPOSED |
|------------------------------|---------------------------------|--|-------------------------------|-----------------------|
| <u>REVENUE</u> | | | | |
| Taxes | 230,836 | 229,390 | 229,390 | 230,150 |
| Licenses & Permits | 4,500 | 4,057 | 4,060 | 4,500 |
| State | 43,320 | 55,649 | 58,575 | 43,600 |
| Interest & Rentals | 39,900 | 36,508 | 39,900 | 39,900 |
| Local Contributions (Peaine) | 41,000 | 22,498 | 38,700 | 41,000 |
| Local Contributions (Other) | 14,900 | 1,885 | 2,000 | 15,000 |
| Other Revenue | 29,500 | 65,846 | 65,846 | 36,000 |
| Grants | 10,000 | 10,000 | 15,250 | 10,000 |
| Total Revenue | 413,956 | 425,833 | 453,721 | 420,150 |
| <u>EXPENDITURES</u> | | | | |
| 101 Legislative | 60,385 | 99,943 | 102,675 | 53,000 |
| 171 Supervisor | 27,198 | 18,702 | 25,635 | 25,200 |
| 262 Elections | 4,250 | 723 | 725 | 4,250 |
| 209 Assessor | 17,500 | 16,326 | 17,500 | 17,500 |
| 215 Clerk | 36,500 | 24,136 | 34,300 | 28,900 |
| 247 Board of Review | 2,000 | 2,472 | 2,900 | 1,850 |
| 253 Treasurer | 29,169 | 18,108 | 25,250 | 23,600 |
| 265 Building & Grounds | 118,590 | 40,651 | 45,000 | 111,200 |
| 301 Second Deputy | 4,800 | 2,575 | 2,575 | 4,800 |
| 276 Cemetery | 1,000 | 843 | 845 | 2,000 |
| 410 Zoning & Planning | 16,026 | 8,132 | 10,000 | 13,951 |
| 751 Parks & Recreation | 56,829 | 99,840 | 105,000 | 58,801 |
| Capital Outlay | | | | |
| Total Expenditures | 374,247 | 332,451 | 372,405 | 345,052 |
| <i>Net Revenue</i> | <i>39,709</i> | | <i>81,316</i> | <i>75,098</i> |

NOTES: Revenue is similar to amounts adopted in December 2017. Expenditures: the adopted December 2017 and the Proposed 2018 are based on the budget categories in Pontem software and the column 2017-18 ACTIVITY is based on QuickBooks categories. The Final amended budget is also be based on QuickBooks. Starting April 1, 2018 the township will be using Pontem software for bookkeeping. **2018-19 Fiscal Year:** Slight increase in Salaries for board members to be closer to those of Peaine Twp. Increased sewer rates for public restrooms. Added 2k to township hall repair & maintenance. Added 20K for tennis /pickle ball resurfacing (about half will come from donations and 25% from Peaine Twp.). Added 4K for painting of lighthouse tower. In most repair/maintenance /capital outlay line items there are placeholders, reserving revenue for use as board decides which projects/grants to pursue. This cover sheet is a summary and details of line items are accounted for on a separate budget worksheet.

ST JAMES TOWNSHIP

STREET & ROAD FUND PROPOSED 2018-19 BUDGET

Updated 3/12/2018 Based Upon 2.0 Mills Taxable Value \$47,597,678 Per L-4022

| | 2017-18 ADOPTED BUDGET 291,532 | ACTIVITY THROUGH 3/6/2018 | 2017-2018 FINAL AMEND. | 2018-19 PROPOSED BUDGET 270,000 |
|--------------------------------------|---|---------------------------------|---------------------------|--|
| | BANK BALANCE 3/31/17 | | | ESTIMATED BANK BALANCE 3/31/18 |
| <u>REVENUE</u> | | | | |
| TOWNSHIP TAX COLLECTION | 101,320 | 82,741 | 95,084 | 95,195 |
| INTEREST INCOME | 80 | 122 | 125 | 120 |
| REPAYMENT FROM SEWER FUND | 13,000 | 13,000 | 13,000 | 13,000 |
| TOTAL REVENUES | 114,400 | 95,863 | 108,209 | 108,315 |
| TOTAL AVAILABLE | 405,932 | 95,863 | 108,209 | 378,315 |
| <u>EXPENDITURES</u> | | | | |
| SUPPLIES | 800.00 | 591 | 600 | 800.00 |
| DUST CONTROL | 16,000.00 | 17,792 | 17,792 | 18,000.00 |
| GRAVEL PURCHASE | | | | 150,000.00 |
| STREET AND ROAD MAINTENANCE | 3,000.00 | 75 | 75 | 3,000.00 |
| SIDEWALK AND PATH MAINT | 2,500.00 | 2,491 | 2,491 | 5,000.00 |
| ROAD IMPROVEMENTS | 175,000.00 | 81,463 | 81,463 | 70,000.00 |
| STREET LIGHTS (ELECTRICAL) | 8,300.00 | 8,288 | 9,400 | 8,000.00 |
| STREET LIGHTS (REPLACEMENT W LED) | 20,000.00 | 19,220 | 19,220 | |
| CONTINGENCY | 10,000.00 | 10,000 | | 10,000.00 |
| TOTAL EXPENDITURES | 235,600 | 139,920 | 131,041 | 264,800 |
| | | | Net Revenue | 113,515 |

2017-2018 fiscal year: 2017-18 budget completed these projects as planned for : sidewalk edging & prep between sidewalks & road; dust control, Donegal Bay road improvements, and replacement street lights with more efficient LED lights which are dark sky compliant. Additionally, a contingency fund of roughly 10% of tax collection. **2018-2019 fiscal year** budgeted projects include bike path crack repair and vegetation trimming, (2.5k) purchase of gravel(10tons), roadside prep and seeding harbor area(2.5k) finish current DBR Project (60k); specific recommendations for spending will be presented to the township board by the Public Works Committee. *Prepared by K.McNamara*

ST JAMES TOWNSHIP

FUND # 536 SEWER FUND PROPOSED 2018-19 BUDGET

| Updated 3/12/2018 | | | | 2017-2018 BUDGET | 2017-2018 BUDGET FINAL AMENDMENT | 2018-2019 BUDGET PROPOSAL |
|-------------------------------------|--|--|--|--|---|--|
| BALANCE FORWARD | | | | 23,895 | | 25,400 |
| | | | | ESTIMATED BANK BALANCES 3/31/17* | | ESTIMATED BANK BALANCES 3/31/18* |
| <u>REVENUE</u> | | | | | | |
| TAX COLLECTION (SPECIAL ASSESSMENT) | | | | 0 | 0 | 0 |
| USE FEE | | | | 33,315 | 43,200 | 44,715 |
| HISTORIC USE FEE | | | | 600 | 600 | |
| HISTORIC CONNECTION | | | | 2,200 | 2,200 | 2,200 |
| INTEREST/OTHER INCOME | | | | | 8 | 10 |
| TOTAL REVENUES | | | | 36,115 | 46,008 | 46,925 |
| TOTAL AVAILABLE | | | | 60,010 | 46,008 | 72,325 |
| <u>EXPENDITURES</u> | | | | | | |
| BOND PAYMENT (FINAL) | | | | 0 | 0 | 0 |
| DEBT SERVIC (LOAN PMT. TO CCB) | | | | 7,000 | 5,860 | 7,000 |
| SUPPLIES | | | | | 250 | 250 |
| UTILITIES | | | | 1,500 | 1,500 | 1,500 |
| WAGES & BENEFITS | | | | 20,000 | 13,000 | 13,000 |
| PAYROLL TAXES | | | | 1,530 | 1,000 | 1,000 |
| CONTRACTED SERVICES | | | | 0 | 475 | 500 |
| MAINTENANCE | | | | 3,000 | 7,732 | |
| REPAYMENT TO ROAD FUND | | | | 13,000 | 13,000 | 13,000 |
| OTHER EXPENSES | | | | | 150 | 500 |
| CAPITAL OUTLAY | | | | | | 5,000 |
| PERMITS | | | | 1,500 | 3,000 | 0 |
| TOTAL EXPENDITURES | | | | 47,530 | 45,967 | 41,750 |
| Remaining Balance | | | | 12,480 | 41 | 30,575 |

Notes: 17-18 fiscal year year: All of the Historic Unbilled and/or uncollected sewer user fees which the township was legally able to recover have been paid by customers. Based upon completed Rate Study, User Fees were increased near the end of the fiscal year. Expenditures in the 2017-2018 Final Amendment column are as reflected in QuickBooks. Also, the payback to the Road Fund was a hit to the bottom line; and will continue to be for the next several years. **2018-2019 fiscal year:** * Estimated Bank balance reflects Sewer Use Fund (\$15.4K) and Capital Improvement Fund (\$10K) Increased User Fees will generate more revenue; expenditures need to be kept at a minimum, \$5,000.00 will be directed to capital improvement account. *Prepared by K.McNamara*

ST JAMES TOWNSHIP

MUNICIPAL DOCK BUDGET PROPOSED BUDGET 2018-19

| UPDATED: MARCH 13, 2018 | 2017-2018 BUDGET | 2017-2018 BUDGET FINAL AMEND | 2018-2019 BUDGET PROPOSED |
|---------------------------------|---------------------|------------------------------------|--|
| BALANCE FORWARD | | | 6,500 APPROXIMATE BEGINNING BANK BALANCE |
| | | | |
| <u>REVENUE</u> | | | |
| DOCK FEES | 50,000 | 49,390 | 55,000 |
| OTHER INCOME | 1,000 | 1,320 | 1,500 |
| TOTAL REVENUES | 51,000 | 50,710 | 56,500 |
| | | | |
| TOTAL AVAILABLE | 51,000 | 50,710 | 63,000 |
| | | | |
| <u>EXPENDITURES</u> | | | |
| HARBOR MASTER (WAGES & PTE) | 22,000 | 11,800 | 22,000 |
| PAYBACK GF FOR HISTORIC PAYROLL | | | |
| TAXES | 10,000 | 10,000 | 10,000 |
| DOCK ASSISTANT (WAGES & PTE) | 4,900 | 11,300 | 4,900 |
| FICA | | 1,800 | 1,800 |
| ELECTRIC | 3,000 | 8,712 | 4,500 |
| SEWER FEES | 3,500 | 3,600 | 4,100 |
| OPERATING EXPENSES | 1,500 | 1,500 | 1,500 |
| FACILITY MAINTENANCE | 2,000 | 2,000 | 2,000 |
| TELEPHONE/CABLE | 1,300 | 1,657 | 1,300 |
| INSURANCE | 700 | 940 | 700 |
| CAPITAL OUTLAY | 2,000 | | 3,000 |
| OTHER EXPENSES | | 4,415 | |
| TOTAL EXPENDITURES | 50,900 | 57,724 | 55,800 |
| | | | |
| Net Revenue | 100 | -7,014 | 7,200 |