

**CHARTER TOWNSHIP OF OAKLAND
PROJECTED BUDGET REPORT
GENERAL FUND**

	Adopted Budget <u>FY 2017-18</u>	Projected Budget <u>FY 2018-19</u>
<u>Revenues:</u>		
Current Property Taxes General Fund	\$ 671,831	\$ 691,986
Trailer Tax	1,800	1,800
Indian Lake S/A Revenue	7,840	7,840
3% Penalty/School Reimbursements	23,000	23,000
Dog License Fee	700	700
Trash Hauler Receipts	1,000	1,000
Community Development Block Grant	3,000	3,000
State Sales Tax Revenue Sharing	1,335,068	1,348,419
State Liquor Revenue	7,000	7,000
NSF Collection Fee	100	100
Charges for ZBA	700	700
Planning Filing Fees	1,500	1,200
Administrative Fees	25,000	25,000
Land Division Application Fees	400	400
Cable Franchise Fee	340,000	340,000
PEG Access Fees	34,000	34,000
Solicitor Fee	300	300
Sales-Printed Material	500	500
District Court Fines	50,000	50,000
Interest Earned	50,000	50,000
Principal Res. Exemption Denials	1,000	1,000
Cider Mill Rental Income	25,200	25,200
S/A Cranberry Lake Revenue	23,678	23,678
S/A Indian Lake Addison Revenue	10,140	10,140
S/A Kniard-Lakeview Revenue	4,000	4,000
Shared Costs Reimbursements	25,000	25,000
Misc Revenue	5,000	5,000
G2 Access Fees	1,500	1,500
Oakland Access	500	500
Metro Act Revenue	15,000	15,000
	-	-
	\$ 2,664,757	\$ 2,697,963

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<u>Expenditures:</u>		
<u>Dept 101-Board</u>		
Per Diem - Twp Board	\$ 16,320	\$ 16,320
Internship	\$ 5,000	\$ 5,000
Office Supplies - General Office	9,000	9,000
Postage	12,000	15,000
Vehicles Gas/Fuel	750	750
Audit - Professional Services	14,000	15,000
Legal Services - General Counsel	81,000	81,000
Legal Services - Prosecutions	18,000	18,000
Legal Services - MI Tax Tribunals	5,000	5,000
Legal Services	60,000	60,000
Consultant Fee	10,000	10,000
Conferences/Seminars	5,000	5,000
Printing/Publishing	8,000	8,000
Equipment Maintenance	6,500	6,500
Vehicle/Equip - Maint/Lease	5,000	5,000
Equipment Rental	10,000	10,000
Misc Expenses	2,000	2,000
Dues/Subscriptions	12,000	12,000
Bank Charges	1,000	1,000
	\$ 280,570	\$ 284,570
<u>Dept 171-Supervisor</u>		
Supervisor Salary	\$ 13,974	\$ 13,974
Conferences/Seminars	1,000	1,000
Misc Expenses	1,000	1,000
Dues/Subscriptions	300	300
	\$ 16,274	\$ 16,274
<u>Dept 172-Superintendent</u>		
Superintendent Salary	\$ 91,800	\$ 91,800
Transportation Reimbursement	1,000	1,000
Assistant Manager	62,944	62,944
Education	1,000	1,000
Misc Expenses	1,000	1,000
Dues/Subscriptions	1,000	1,000
	\$ 158,744	\$ 158,744

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Expenditures (continued):		
<u>Dept 215-Clerk Dept.</u>		
Clerk Salary	\$ 9,000	\$ 9,000
Deputy Clerk Salary	57,222	57,222
Accounting/Finance Administrator	42,581	42,581
Clerk's Assistant	33,150	33,150
Election Spec/Office Asst.	40,538	40,538
Operating Supplies	1,000	1,000
Payroll Services	8,000	8,500
Education	2,000	2,000
Conferences/Seminars	1,500	1,500
Printing/Publishing	4,000	4,000
Equipment Maintenance	4,660	4,750
Misc Expenses	1,000	1,000
Dues/Subscriptions	1,500	1,500
	\$ 206,151	\$ 206,741
<u>Dept 247-Board of Review</u>		
Per Diem - Board of Review	\$ 1,500	\$ 1,500
Misc Expenses	1,000	1,000
	\$ 2,500	\$ 2,500
<u>Dept 253-Treasurer</u>		
Treasurer Salary	\$ 9,000	\$ 9,000
Deputy Treasurer Salary	68,979	68,979
Accounting/Finance Administrator	14,193	14,193
Staff Wages - PT Treasury Asst.	18,360	18,360
Staff Wages - PT Treasury	6,120	6,120
Cash Receipting (BS&A)	1,050	1,071
Online Tax Service (BS&A)	3,200	3,264
Data Processing Contract	1,500	1,530
Conferences/Seminars	3,600	3,672
Printing/Publishing	9,500	9,690
Equipment Maint/Repair	1,000	1,020
Misc Expenses	1,000	1,020
Dues/Subscriptions	1,000	1,020
Drain at Large	5,000	5,100
Adjustments in Roll	900	918
	\$ 144,402	\$ 144,957

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Expenditures (continued):		
<u>Dept 257-Assessor</u>		
Contract with Oakland County	\$ 132,471	\$ 139,095
	\$ 132,471	\$ 139,095
<u>Dept 262-Elections</u>		
Per Diems - Elections	\$ 15,000	\$ 30,000
Operating Supplies Elections	3,500	7,000
Printing/Publishing Elections	750	1,580
Equip Maint/Repair Elections	1,500	1,500
Misc Expenses Elections	3,750	7,800
	\$ 24,500	\$ 47,880
<u>Dept 265-Building & Grounds</u>		
Maint. Staff Wage - Custodian	\$ 5,100	\$ 5,100
Cider Mill Custodian	5,202	5,202
Operating Supplies	2,448	2,497
Operating Supplies-Cider Mill	2,448	2,497
Computer Services Contract	20,000	20,000
Bldg. Maint/Repairs	30,000	30,000
Bldg Repairs/Maint -Cider Mill	40,000	40,000
Grounds Maintenance	40,000	40,000
Grounds Maint -Cider Mill	17,000	17,000
Utilities	43,697	44,571
Utilities -Cider Mill	43,697	44,571
Misc Expenses	1,000	1,000
Miscellaneous-Cider Mill	1,000	1,000
	\$ 251,592	\$ 253,438
<u>Dept 276-Cemetery</u>		
Lawn Maint - Cemetery	\$ 3,000	\$ 3,000
Equip Maint/Repairs - Cemetery	500	500
Misc Expenses	500	500
	\$ 4,000	\$ 4,000
<u>Dept 448-Public Works</u>		
Overhead Lighting	\$ 6,100	\$ 6,100
	\$ 6,100	\$ 6,100

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Expenditures (continued):		
<u>Dept 449-Roads</u>		
Traffic Lights	\$ 2,000	\$ 2,000
Roads Tri Party Matching	45,000	45,000
Roads Matching Funds SAD's	75,000	75,000
Roads-Chloride Maintenance	60,000	60,000
Surface Improvements/ Gravel Roads	100,000	100,000
	\$ 282,000	\$ 282,000
<u>Dept 488-Public Works</u>		
Paint Creek Mill Race Renovation	\$ 140,000	\$ 140,000
PCCM Repairs/Engineering	60,000	60,000
Storm Water Run Off Repairs	-	-
	\$ 200,000	\$ 200,000
<u>Dept 721-Planning Department</u>		
Per Diem - Planning	\$ 5,000	\$ 5,000
Planning Admin	45,000	45,000
Recording Secretary	2,000	2,000
Operating Supplies	400	400
Planning consultant-Planner	20,000	20,000
Planning Consultant-Wetland	-	-
Planning consultant-Engineer	5,000	5,000
Planning consultant-Environmental	5,000	5,000
Master plan	40,000	-
Education	500	500
Conferences/Seminars	-	-
Printing/Publishing	850	850
Misc Expenses	200	200
Dues/Subscriptions	1,000	1,000
	\$ 124,950	\$ 84,950
<u>Dept 722-Zoning Board of Appeals</u>		
Per Diems & Fees - ZBA	\$ 2,200	\$ 2,200
Admin Support	11,500	11,500
Recording Secretary - ZBA	1,000	1,000
Operating Supplies - ZBA	200	200
Education - ZBA	500	500
Printing/Publishing	400	400
Misc expenses - ZBA	200	200
Dues/Subscriptions	500	500
	\$ 16,500	\$ 16,500

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Expenditures (continued):		
<u>Dept 747-Community Action Programs</u>		
C.D.B.G. Program	\$ 3,000	\$ 3,000
Cranberry Lake Board Improvements	22,300	22,300
Indian Lake Board Improvements	14,000	14,000
Kniard/Lakeview Improvements	4,000	4,000
Clean Scene	500	500
Memorial Day Activities	600	600
Insect Control	4,000	4,000
Rochester Area Youth Assistance	8,000	8,000
Hazardous Waste Day	12,000	12,000
Phase II Capital Items	500	500
Phragmites	15,000	15,000
Website	2,000	2,000
Video Production	35,000	35,000
OPC Transportation Contribution	13,390	13,792
Wellhead Protection	5,000	5,000
OPC Snow Plowing	3,000	3,000
	\$ 142,290	\$ 142,692
<u>Dept 851-General Insurance</u>		
General Insurance	\$ 30,000	\$ 31,500
	\$ 30,000	\$ 31,500
<u>Dept 852-Employee Benefits</u>		
FICA	\$ 37,690	\$ 37,690
Hospitalization Insurance	84,839	93,713
Life Insurance	2,200	2,200
STD/LTD Insurance	4,400	4,400
Workers Compensation	2,706	2,706
Pension	54,084	54,084
	\$ 185,919	\$ 194,793

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Expenditures (continued):		
<u>Dept 901-Capital Outlay</u>		
Misc Contingencies	\$ -	\$ -
Cider Mill Building Improvements	50,000	50,000
Twp Hall Building Improvements	100,000	100,000
Equip Purchases -Capital Outlay	10,000	25,000
Equip Purchase - Clerk	-	1,000
Equip Purchase -Treasurer	3,300	2,000
Equip Purchase - Elections	20,000	-
	<u>\$ 183,300</u>	<u>\$ 178,000</u>
Transfers:		
Transfer In from Building Fund	\$ 185,000	\$ 200,000
Transfer Out to Fire Fund (Capital Outlay)	(230,000)	(344,000)
	<u>\$ (45,000)</u>	<u>\$ (144,000)</u>
Total Revenues	\$ 2,664,757	\$ 2,697,963
Total Expenditures	(2,392,263)	(2,394,734)
Transfers In/<Out> - net	(45,000)	(144,000)
Revenues Over/<Under> Expenditures and Transfers	<u>\$ 227,494</u>	<u>\$ 159,229</u>
Projected Fund Balance:		
Beginning of fiscal year	7,493,080	\$ 7,720,574
End of fiscal year	<u>\$ 7,720,574</u>	<u>\$ 7,879,803</u>

Assumptions:

1. Revenues are projected to remain neutral with the exception of property taxes which are projected to increase at a rate of 3%; or there is sufficient evidence to adjust the projection either upward or downward going forward.
2. Expenditures are projected to either increase by 2% per year or remain neutral based on historic actual amounts in relation to previous fiscal year budgets.
3. Capital Outlay requirements will be further evaluated in the process of adopting the 2018-19 fiscal year budget.