



Matthews FY 2011-12 Budget

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Budget Introduction

- This Powerpoint is the summary document for budget review
- Presented using a high-level, summary approach with key items highlighted
- Presented utilizing Town Strategic Plan Framework
- Challenge Continues: how to fund Strategic Framework priorities while maintaining service levels in the Departments during challenging economic environment

Strategic Framework

- Town Vision: “To be the premier place for people of all ages to live, work, play, or grow a business through a responsive government with excellent employees.”
- Town Purpose: “To provide leadership and excellent government services that respond to the needs of our citizens.”
- Values: “Leadership, Integrity, Teamwork, Excellence.”
- Town Mission: “To provide enterprising leadership and services with integrity, teamwork, and excellence that makes Matthews the premier place to be.”

Strategic Framework & Budget

Quality of Life Goal: “To maintain our small town identity by providing a vibrant downtown, pedestrian friendly community, extensive greenspace system, and recreational and cultural activities.”

- Parks, Recreation, & Cultural Resources Department: No reduction in programming or special events;
- Economic Development Program: partially funded
- Planning & Development Department: Land Use Plan, Downtown Master Plan, Unified Development Ordinance updates underway

Strategic Framework & Budget

Communications Goal: “To create an informed citizenry by providing relevant information about the Town and enhancing two way communications using traditional techniques and new technologies.”

- Communications Director: branding/marketing initiative underway; coordinated effort with Town Board and staff
- Communications Plan Implementation ongoing: ex. email newsletter, revamped website, social media, etc.

Strategic Framework & Budget

Transportation Goal: “To identify, plan, design, fund, and build transportation facilities that efficiently and effectively serve the community in a cost effective and environmentally sensitive manner.”

- Public Works Department: street paving remains at 2010-11 level
- Continue MUMPO, MTC participation and leadership
- Comprehensive Transportation Plan Underway

Strategic Framework & Budget

Public Safety Goal: “To provide the necessary trained personnel, equipment, and procedures to ensure the safety of Matthews’ citizens and enhance the Town’s reputation for safety.”

- Police Department: maintain all sworn positions; 4 replacement police vehicles & equipment
- Fire & EMS Department: increased funding for volunteer incentives; operating two stations. Continue operating funds for Idlewild VFD

Strategic Framework & Budget

Economic Development/Land Use Planning Goal: “To enhance the quality of life of the citizens by aggressively pursuing a balanced tax base by targeting businesses that will contribute sustainable, environmentally sensitive development and by planning for orderly growth and development.”

- Economic Development Department: implementation funding reduced. Branding Initiative Underway
- Planning & Development Department: Land Use Plan & Unified Development Ordinance

Strategic Framework & Budget

Operational Performance Goal: “To plan, allocate resources, and operate all departments effectively and efficiently in order to meet the citizens’ needs for local government services.”

- Customer Service Initiative Funded
- Maintain Administrative service levels: Finance, Information Technology, Human Resources, Safety & Risk Management, and Manager

Strategic Framework & Budget

Financial Performance Goal: “To provide financial resources in a prudent and responsible manner through traditional and alternative sources of revenue, effective budgeting, and cost control with a focus on maintaining a healthy fund balance.”

- Fund Balance Appropriated is responsible
- Maintains a healthy Fund Balance
- Conservative revenue estimates
- Cost control through expense reductions

Budget Overview

- Goals for FY 11-12 Proposed Budget:
 - 1) As a result of the continued recession, budget expenses match reduced revenues. Due to reevaluation budget is balanced using a revenue-neutral tax rate. No tax increase.
 - 2) Resource allocations are aligned based on Strategic Framework mission and goals.
- Department Heads were tasked with submitting their budgets at same level as FY 10-11.

Budget Overview

- Revenues and expenses remain reduced due to economy
- No tax rate or fees increase
- No employee merit increases or pay scale adjustment (would give economic recovery stipends using FY 10-11 monies)
- Several vacant positions remain unfunded
- Creation of Health Insurance Fund for medical/dental expenses. Group medical insurance: increased budget; considering plan design changes
- Absorbed Retirement System increase mandate
- \$300,000 transfer to CIP
- \$30,000 contingency
- FBA - \$373,000

Budget Overview

- Reevaluation Year – 8 years since previous one
 - Budget reflects a Revenue Neutral Tax Rate
 - Revenue Neutral is the tax rate that will bring in the same amount of tax revenue as the current tax rate and is increased to reflect growth in the tax base between reappraisals.
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- Current Tax Rate: .3325
 - Revenue Neutral Tax Rate: .3025

Governing Body

EXPENSES	FY 09-10 Actual	FY 10-11 Budget	FY 11-12 Recommended
Personnel	\$44,948	\$44,906	\$44,406
Operating	\$110,751	\$127,800	\$127,550
TOTAL	\$155,699	\$172,706	\$171,956

Highlights:

- Funding level remains the same
- Planning conference budgeted @ \$3,500

Not Included: National League of Cities membership \$1,861

Manager

EXPENSES	FY 09-10 Actual	FY 10-11 Budget	FY 11-12 Recommended
Personnel	\$431,720	\$437,880	\$457,759
Operating	\$79,475	\$68,750	\$24,400
Capital	\$0	\$0	\$0
TOTAL	\$511,195	\$506,630	\$482,159

Highlights:

- Reduced operating expenses
- Lobbying Contract \$17,000 (6 months)

Not Included:

- Benchmarking Project \$10,000

Human Resources

EXPENSES	FY 09-10 Actual	FY 10-11 Budget	FY 11-12 Recommended
Personnel	\$204,799	\$572,128	\$532,413
Operating	\$62,558	\$70,525	\$70,175
Capital	\$0	\$0	\$0
TOTAL	\$267,357	\$642,653	\$602,588

Highlights:

- Customer Service Initiative (\$10,000)

Not Included:

- Tri-annual compensation study

Finance

EXPENSES	FY 09-10 Actual	FY 10-11 Budget	FY 11-12 Recommended
Personnel	\$208,911	\$231,024	\$246,057
Operating	\$187,431	\$194,250	\$180,150
Capital	\$0	\$0	\$0
TOTAL	\$396,342	\$425,274	\$426,207

Highlights:

- Increased collection fees paid for debt & alarm collection (\$2,000)
- Audit Cost remains the same
- Maintain Cleaning Service levels

Not Included:

? (include something about building maintenance reduced-painting)

Information Technology

EXPENSES	FY 09-10 Actual	FY 10-11 Budget	FY 11-12 Recommended
Personnel	\$70,742	\$72,256	\$76,811
Operating	\$63,090	\$63,850	\$73,800
Capital	\$13,226	\$15,000	\$30,000
TOTAL	\$147,058	\$151,106	\$180,611

Highlights:

- Hardware for County Electronic Plan Management Implementation
- Munis financial server

Not Included:

- Internet or phone service upgrades

Safety & Risk Management

EXPENSES	FY 09-10 Actual	FY 10-11 Budget	FY 11-12 Recommended
Personnel	\$220,554	\$259,054	\$265,917
Operating	\$137,823	\$151,520	\$148,848
Capital	\$0	\$0	\$0
TOTAL	\$358,377	\$410,574	\$414,765

Highlights:

- Workers Compensation & Property/Liability Insurance rate reduction

Not Included:

- ?

Police

EXPENSES	FY 09-10 Actual	FY 10-11 Budget	FY 11-12 Recommended
Personnel	\$4,605,593	\$4,698,946	\$5,087,086
Operating	\$725,430	\$754,959	\$794,453
Capital	\$168,722	\$51,050	\$135,235
TOTAL	\$5,499,745	\$5,504,955	\$6,016,774

Highlights:

- 4 equipped vehicles (Dept. requested 7; recommend purchasing 3 using FY 10-11 funds)
- MHPD Dispatch contract (includes costs of part-time dispatchers)

Not Included:

- Records Clerk & Major positions unfunded

Fire & EMS

EXPENSES	FY 09-10 Actual	FY 10-11 Budget	FY 11-12 Recommended
Personnel *	\$775,636	\$781,144	\$817,901
Operating	\$418,017	\$400,945	\$439,945
Capital	\$0	\$0	\$0
TOTAL	\$1,193,653	\$1,182,089	\$1,257,846

Highlights:

- Increased volunteer incentives to \$190,000 from \$160,000)
- Idlewild VFD increase of \$4,622
- Deputy Fire Chief position eliminated – Captain position added

Not Included:

- 1 Firefighter position unfunded

Public Works

EXPENSES	FY 09-10 Actual	FY 10-11 Budget	FY 11-12 Recommended
Personnel	\$1,842,449	\$1,803,194	\$1,912,032
Operating	\$2,767,044	\$3,077,250	\$3,202,440
Capital	\$94,573	\$24,350	\$33,450
TOTAL	\$4,704,066	\$4,904,794	\$5,147,922

Highlights:

- Paving \$330,000
- Comprehensive Transportation Plan underway
- Pavement Condition Survey (\$15,000)
- Mandated Street Sign Replacement (\$10,000)

Not Included:

- 4 unfunded positions (maintenance, street, administration)
- Change in BFI Service Level

Planning & Development

EXPENSES	FY 09-10 Actual	FY 10-11 Budget	FY 11-12 Recommended
Personnel	\$403,839	\$375,148	\$417,731
Operating	\$24,480	\$30,036	\$36,936
Capital	\$0	\$0	\$0
TOTAL	\$428,319	\$405,184	\$454,667

Highlights:

- Land Use Plan, Downtown Master Plan, & Unified Development Ordinance
- Code Enforcement Officer Part-time (24 hours a week)

Not Included:

- Code Enforcement Officer position funded fully

Economic Development

EXPENSES	FY 09-10 Actual	FY 10-11 Budget	FY 11-12 Recommended
Personnel & Operating	\$59,311	\$50,000	\$50,000
Capital	\$0	\$0	\$0
TOTAL	\$59,311	\$50,000	\$50,000

Highlights:

- Continue Funding for Façade Grants

Not Included:

- Economic Developer position – contract work unfunded
- Program funding is less than recommended by Economic Development Plan by \$75,000
- No incubator expenditures

Parks & Recreation

EXPENSES	FY 09-10 Actual	FY 10-11 Budget	FY 11-12 Recommended
Personnel	\$604,439	\$587,233	\$603,252
Operating	\$570,507	\$518,350	\$532,890
Capital	\$2,100	\$0	\$0
TOTAL	\$1,177,046	\$1,105,583	\$1,136,142

Highlights:

- Maintains existing programming & staff
- Additional funds for Squirrel Lake & Bradford Clinic operations & maintenance

Not Included:

- ?

Other

- Increased Tourism Grants by \$5,000 to \$70,000
- Anticipating no revenue withholding by the State
- \$5,000 for Levine Senior Center

Not Included/Unfunded Needs

- Employee Merit Increases
- Police Records Clerk & Police Major Position
- Firefighter Position
- Full-time Code Enforcement Position
- Three police vehicles and Equipment
- 4 Public Works Positions
- Economic Development Program Funds & Position
- Public Safety Equipment

Tax Rate Information

- Current Tax Rate: .3325
- Revenue Neutral Tax Rate: .3025

- 1 cent @ .3025 will generate \$321,798
- 1 cent @ .3125 will generate \$332,436
- 1 cent @ .3225 will generate \$343,074
- 1 cent @ .3325 will generate \$353.712

Questions?