

# **VILLAGE BUDGET**

**FOR 2010-2011**

**VILLAGE OF PORT DICKINSON**

**IN**

**COUNTY BROOME**

## **CERTIFICATION OF CLERK**

I, \_\_\_\_\_, VILLAGE CLERK,  
CERTIFY THAT THE FOLLOWING IS A TRUE AND CORRECT COPY OF THE  
2010-2011 BUDGET OF THE VILLAGE OF PORT DICKINSON AS ADOPTED BY  
THE VILLAGE BOARD ON APRIL 13, 2010.

I ALSO CERTIFY THAT THE TAXABLE ASSESSED VALUATION ON WHICH  
TAXES ARE LEVIED FOR THE 2010 - 2011 YEAR IS \$42 AND  
THAT THE ASSESSMENT ROLL IS DATED JULY 1, 2008.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_



**VILLAGE OF PORT DICKINSON, NEW YORK**  
**SUMMARY OF FISCAL BUDGET BY FUND**  
**FOR 2010-2011**

	<u>Appropriations</u>	<u>Estimated Revenue</u>	<u>Unexpended Fund Balance</u>	<u>Amount to be Raised by Tax</u>
A GENERAL FUND	\$ 823,952.00	427,113.00	65,245.00	331,594.00
F WATER FUND	\$ 123,465.00	123,465.00	0.00	0.00
G SEWER FUND	\$ 257,100.00	257,100.00	0.00	0.00
	\$			
GRANDTOTAL	\$ 1,204,517.00	807,678.00	65,245.00	331,594.00



**VILLAGE OF PORT DICKINSON  
FISCAL BUDGET GENERAL FUND  
FOR 2010-2011**

(ADOPTED APRIL 13, 2010)

Schedule 1-A	Actual 2008-2009	Actual Budget 02/28/2010	Recommended Budget 2010-2011	Adopted Budget 2010-2011
<b>APPROPRIATIONS</b>				
<b>GENERAL GOVERNMENT SUPPORT</b>				
<b>BOARD OF TRUSTEES</b>				
A1010.1	PERSONAL SERVICES	12,800.00	12,800.00	15,200.00
A1010.4	CONTRACTUAL	120.00	500.00	6,500.00
<b>TOTAL BOARD OF TRUSTEES</b>		<b>12,920.00</b>	<b>13,300.00</b>	<b>21,700.00</b>
<b>MAYOR</b>				
A1210.1	PERSONAL SERVICES	5,000.00	5,000.00	6,800.00
A1210.4	CONTRACTUAL	87.00	500.00	500.00
<b>TOTAL MAYOR</b>		<b>5,087.00</b>	<b>5,500.00</b>	<b>7,300.00</b>
<b>TREASURER</b>				
A1325.1	PERSONAL SERVICES	14,499.96	14,500.00	15,000.00
A1325.4	CONTRACTUAL	2,211.81	1,000.00	2,000.00
<b>TOTAL TREASURER</b>		<b>16,711.77</b>	<b>15,500.00</b>	<b>17,000.00</b>
<b>CLERK</b>				
A1410.1	PERSONAL SERVICES	12,500.02	12,500.00	13,000.00
A1410.11	PERSONAL SERVICES	28,201.56	29,281.00	30,160.00
A1410.4	CONTRACTUAL	2,473.77	2,000.00	2,000.00
<b>TOTAL CLERK</b>		<b>43,175.35</b>	<b>43,781.00</b>	<b>45,160.00</b>
<b>LAW</b>				
A1420.1	PERSONAL SERVICES	26,399.88	27,117.00	27,931.00
A1420.4	CONTRACTUAL	2,057.82	2,000.00	2,000.00
<b>TOTAL LAW</b>		<b>28,457.70</b>	<b>29,117.00</b>	<b>29,931.00</b>
<b>ENGINEER</b>				
A1440.4	CONTRACTUAL	1,710.00	5,000.00	5,000.00
<b>TOTAL ENGINEER</b>		<b>1,710.00</b>	<b>5,000.00</b>	<b>5,000.00</b>



**VILLAGE OF PORT DICKINSON  
FISCAL BUDGET GENERAL FUND  
FOR 2010-2011**

(ADOPTED APRIL 13, 2010)

Schedule 1-A		Actual 2008-2009	Actual Budget 02/28/2010	Recommended Budget 2010-2011	Adopted Budget 2010-2011
<b>BUILDINGS</b>					
A1620.1	PERSONAL SERVICES	1,680.12	1,919.00	1,919.00	1,919.00
A1620.4	CONTRACTUAL	45,093.27	23,000.00	26,000.00	26,000.00
TOTAL BUILDINGS		46,773.39	24,919.00	27,919.00	27,919.00
<b>CENTRAL PRINTING &amp; MAILING</b>					
A1670.4	CONTRACTUAL	1,292.24	3,000.00	2,000.00	2,000.00
TOTAL CENTRAL PRINTING & MAILING		1,292.24	3,000.00	2,000.00	2,000.00
<b>CENTRAL DATA PROCESSING</b>					
A1680.2	EQUIPMENT	0.00	0.00	0.00	0.00
A1680.4	CONTRACTUAL	1,638.53	1,500.00	1,500.00	1,500.00
TOTAL CENTRAL DATA PROCESSING		1,638.53	1,500.00	1,500.00	1,500.00
<b>SPECIAL ITEMS</b>					
A1910.4	UNALLOCATED INSURANCE	32,390.38	35,000.00	35,000.00	35,000.00
A1920.4	MUNICIPAL ASSOCIATION DUES	1,071.00	1,020.00	1,090.00	1,090.00
TOTAL SPECIAL ITEMS		33,461.38	36,020.00	36,090.00	36,090.00
TOTAL GENERAL GOVERNMENT SUPPORT		191,227.36	177,637.00	193,600.00	193,600.00
<b>PUBLIC SAFETY</b>					
<b>POLICE</b>					
A3120.1	PERSONAL SERVICES	233,953.96	243,469.00	235,704.00	235,704.00
A3120.2	EQUIPMENT	9,971.05	12,000.00	12,000.00	12,000.00
A3120.4	CONTRACTUAL	21,979.14	37,026.00	38,534.00	38,534.00
TOTAL POLICE		265,904.15	292,495.00	286,238.00	286,238.00
<b>FIRE DEPARTMENT</b>					
A3410.2	EQUIPMENT	0.00	0.00	0.00	0.00
A3410.4	CONTRACTUAL	41,618.99	34,500.00	36,000.00	36,000.00
TOTAL FIRE DEPARTMENT		41,618.99	34,500.00	36,000.00	36,000.00





**VILLAGE OF PORT DICKINSON  
FISCAL BUDGET GENERAL FUND  
FOR 2010-2011**

(ADOPTED APRIL 13, 2010)

Schedule 1-A		Actual 2008-2009	Actual Budget 02/28/2010	Recommended Budget 2010-2011	Adopted Budget 2010-2011
<b>SAFETY INSPECTION</b>					
A3620.1	PERSONAL SERVICES	7,312.44	8,000.00	8,500.00	8,500.00
A3620.4	CONTRACTUAL	2,514.63	2,000.00	2,000.00	2,000.00
TOTAL SAFETY INSPECTION		9,827.07	10,000.00	10,500.00	10,500.00
TOTAL PUBLIC SAFETY		317,350.21	336,995.00	332,738.00	332,738.00
<b>TRANSPORTATION</b>					
<b>STREET MAINTENANCE</b>					
A5110.1	PERSONAL SERVICES	44,662.00	44,662.00	53,101.00	53,101.00
A5110.2	EQUIPMENT	13,268.67	15,000.00	15,000.00	15,000.00
A5110.4	CONTRACTUAL	18,719.58	24,000.00	24,000.00	24,000.00
TOTAL STREET MAINTENANCE		76,650.25	83,662.00	92,101.00	92,101.00
<b>PERMANENT IMPROVEMENTS</b>					
A5112.2	CAPITAL OUTLAY	32,026.47	15,000.00	15,000.00	15,000.00
TOTAL PERMANENT IMPROVEMENTS		32,026.47	15,000.00	15,000.00	15,000.00
<b>STREET LIGHTING</b>					
A5182.4	CONTRACTUAL	18,915.56	18,000.00	18,000.00	18,000.00
TOTAL STREET LIGHTING		18,915.56	18,000.00	18,000.00	18,000.00
TOTAL TRANSPORTATION		127,592.28	116,662.00	125,101.00	125,101.00
<b>CULTURE AND RECREATION</b>					
<b>PLAYGROUNDS &amp; RECREATION CENTERS</b>					
A7140.1	PERSO	5,680.32	5,200.00	4,000.00	4,000.00
A7140.2	EQUIP	0.00	0.00	15,000.00	15,000.00
A7140.4	CONTR	12,216.83	3,500.00	3,500.00	3,500.00
TOTAL PLAYGROUNDS & RECREATION CENTERS		17,897.15	8,700.00	22,500.00	22,500.00
<b>YOUTH PROGRAM</b>					
A7310.4	CONTRACTUAL	4,000.00	4,000.00	4,000.00	4,000.00
TOTAL YOUTH PROGRAM		4,000.00	4,000.00	4,000.00	4,000.00



**VILLAGE OF PORT DICKINSON  
FISCAL BUDGET GENERAL FUND  
FOR 2010-2011**

(ADOPTED APRIL 13, 2010)

Schedule 1-A	Actual 2008-2009	Actual Budget 02/28/2010	Recommended Budget 2010-2011	Adopted Budget 2010-2011
<b>HISTORIAN</b>				
A7510.4      CONTRACTUAL	0.00	0.00	0.00	0.00
TOTAL HISTORIAN	0.00	0.00	0.00	0.00
TOTAL CULTURE AND RECREATION	21,897.15	12,700.00	26,500.00	26,500.00
<b>HOME AND COMMUNITY SERVICES</b>				
<b>ZONING</b>				
A8010.4      CONTRACTUAL	0.00	0.00	0.00	0.00
TOTAL ZONING	0.00	0.00	0.00	0.00
<b>PLANNING</b>				
A8020.4      CONTRACTUAL	0.00	400.00	400.00	400.00
TOTAL PLANNING	0.00	400.00	400.00	400.00
<b>DRAINAGE</b>				
A8540.4      CONTRACTUAL	253.10	0.00	0.00	0.00
TOTAL DRAINAGE	253.10	0.00	0.00	0.00
<b>SHADE TREES</b>				
A8560.4      CONTRACTUAL	0.00	0.00	1,000.00	1,000.00
TOTAL SHADE TREES	0.00	0.00	1,000.00	1,000.00
TOTAL HOME AND COMMUNITY SERVICES	253.10	400.00	1,400.00	1,400.00
<b>EMPLOYEE BENEFITS</b>				
<b>EMPLOYEE BENEFITS</b>				
A9010.8      STATE RETIREMENT	26,270.00	32,682.00	48,182.00	48,182.00
A9030.8      SOCIAL SECURITY	31,455.42	30,000.00	30,000.00	30,000.00
A9040.8      WORKERS' COMPENSATION	6,390.00	7,000.00	7,000.00	7,000.00
A9050.8      NYS UNEMPLOYMENT INS	0.00	0.00	0.00	0.00
A9055.8      DISABILITY INSURANCE	164.88	241.00	241.00	241.00
A9060.8      HOSPITAL & MEDICAL INSURANCE	57,728.02	53,900.00	53,900.00	53,900.00
TOTAL EMPLOYEE BENEFITS	122,008.32	123,823.00	139,323.00	139,323.00



**VILLAGE OF PORT DICKINSON  
FISCAL BUDGET GENERAL FUND  
FOR 2010-2011**

(ADOPTED APRIL 13, 2010)

<b>Schedule 1-A</b>	<b>Actual 2008-2009</b>	<b>Actual Budget 02/28/2010</b>	<b>Recommended Budget 2010-2011</b>	<b>Adopted Budget 2010-2011</b>
<b>TOTAL EMPLOYEE BENEFITS</b>	122,008.32	123,823.00	139,323.00	139,323.00
<b>DEBT SERVICE</b>				
<b>BOND ANTICIPATION NOTES</b>				
A9730.7    INTEREST	0.00	0.00	0.00	0.00
<b>TOTAL BOND ANTICIPATION NOTES</b>	0.00	0.00	0.00	0.00
<b>TAX ANTICIPATION NOTES</b>				
A9760.6    STATE LOANS PRINCIPAL	3,228.00	3,477.00	3,564.00	3,564.00
A9760.7    STATE LOANS INTEREST	2,062.00	1,813.00	1,726.00	1,726.00
<b>TOTAL TAX ANTICIPATION NOTES</b>	5,290.00	5,290.00	5,290.00	5,290.00
<b>TOTAL DEBT SERVICE</b>	5,290.00	5,290.00	5,290.00	5,290.00
<b>TOTAL APPROPRIATIONS</b>	785,618.42	773,507.00	823,952.00	823,952.00



**VILLAGE OF PORT DICKINSON  
FISCAL BUDGET GENERAL FUND  
FOR 2010-2011**

(ADOPTED APRIL 13, 2010)

Schedule 2-A	Actual 2008-2009	Actual Budget 02/28/2010	Recommended Budget 2010-2011	Adopted Budget 2010-2011
<b>ESTIMATED REVENUES</b>				
<b>REAL PROPERTY TAXES</b>				
A1001	320,638.18	327,594.00	331,594.00	331,594.00
A1081	0.00	0.00	0.00	0.00
	<b>TOTAL REAL PROPERTY TAXES</b>	<b>320,638.18</b>	<b>331,594.00</b>	<b>331,594.00</b>
<b>REAL PROPERTY TAX ITEMS</b>				
A1090	2,263.53	0.00	1,000.00	1,000.00
	<b>TOTAL REAL PROPERTY TAX ITEMS</b>	<b>2,263.53</b>	<b>1,000.00</b>	<b>1,000.00</b>
<b>NON-PROPERTY TAX ITEMS</b>				
A1120	349,598.85	280,000.00	320,000.00	320,000.00
A1130	21,433.17	15,000.00	15,000.00	15,000.00
A1170	12,805.26	10,000.00	10,000.00	10,000.00
	<b>TOTAL NON-PROPERTY TAX ITEMS</b>	<b>383,837.28</b>	<b>345,000.00</b>	<b>345,000.00</b>
<b>DEPARTMENTAL INCOME</b>				
A1255	136.00	0.00	0.00	0.00
A1520	102.00	0.00	0.00	0.00
A2001	525.00	1,000.00	1,000.00	1,000.00
A2110	0.00	0.00	0.00	0.00
A2260	0.00	1,800.00	1,800.00	1,800.00
A2260C	12,156.54	0.00	0.00	0.00
A2260H	0.00	0.00	0.00	0.00
A2261	0.00	0.00	0.00	0.00
A2262	28,724.00	28,324.00	29,524.00	29,524.00
	<b>TOTAL DEPARTMENTAL INCOME</b>	<b>41,643.54</b>	<b>32,324.00</b>	<b>32,324.00</b>
<b>USE OF MONEY AND PROPERTY</b>				
A2401	5,955.21	5,000.00	1,000.00	1,000.00
A2401P	0.00	0.00	0.00	0.00
A2401U	201.89	0.00	0.00	0.00
	<b>TOTAL USE OF MONEY AND PROPERTY</b>	<b>6,157.10</b>	<b>1,000.00</b>	<b>1,000.00</b>
<b>LICENSES AND PERMITS</b>				
A2590	325.00	200.00	200.00	200.00
	<b>TOTAL LICENSES AND PERMITS</b>	<b>325.00</b>	<b>200.00</b>	<b>200.00</b>





**VILLAGE OF PORT DICKINSON  
FISCAL BUDGET GENERAL FUND  
FOR 2010-2011**

(ADOPTED APRIL 13, 2010)

Schedule 2-A	Actual 2008-2009	Actual Budget 02/28/2010	Recommended Budget 2010-2011	Adopted Budget 2010-2011
<b>FINES AND FORFEITURES</b>				
A2610	652.00	300.00	300.00	300.00
	FINES, FEES, FRFT BAIL			
	TOTAL FINES AND FORFEITURES	652.00	300.00	300.00
<b>SALE OF PROPERTY &amp; COMPENSATIO</b>				
A2650	0.00	0.00	0.00	0.00
	SALE OF SCRAP			
A2665	6,000.00	0.00	0.00	0.00
	SALE OF EQUIPMENT			
A2680	6,116.13	0.00	0.00	0.00
	INSURANCE RECOVERIES			
	TOTAL SALE OF PROPERTY &	12,116.13	0.00	0.00
<b>MISCELLANEOUS LOCAL SOURCES</b>				
A2701	2,354.91	0.00	0.00	0.00
	REFND OF PRIOR YR EX			
A2705	7,467.50	0.00	0.00	0.00
	GIFTS & DONATIONS			
A2770	0.00	0.00	0.00	0.00
	OTHER UNCLASSIFIED REVENUES			
	TOTAL MISCELLANEOUS LOCAL SOURCES	9,822.41	0.00	0.00
A2801	0.00	0.00	0.00	0.00
	INTERFUND REVENUES			
<b>STATE AID</b>				
A3001	25,503.00	24,289.00	24,289.00	24,289.00
	STATE REVENUE SHARING (PER CAPITA)			
A3005	10,292.25	8,000.00	8,000.00	8,000.00
	MORTGAGE TAX			
A3060	0.00	0.00	0.00	0.00
	RECORD RETENTION GRANT			
A3389	0.00	0.00	0.00	0.00
	STATE AID			
A3389B	0.00	0.00	0.00	0.00
	STATE AID BUNY			
A3389P	0.00	0.00	0.00	0.00
	STATE AID - STEP			
A3389S	0.00	0.00	0.00	0.00
	STATE AID - STAR			
A3389V	0.00	0.00	0.00	0.00
	STATE AID - FIRE			
A3501	17,006.47	15,000.00	15,000.00	15,000.00
	CONSOLIDATED HIGHWAY AID			
A3820	0.00	0.00	0.00	0.00
	YOUTH PROGRAMS			
A3960	0.00	0.00	0.00	0.00
	STATE AID EMERGENCY ASSISTANCE			
	TOTAL STATE AID	52,801.72	47,289.00	47,289.00
A4389	0.00	0.00	0.00	0.00
	FEDERAL AID- VESTS			
A4389F	0.00	0.00	0.00	0.00
	FEDERAL AID - FIRE COMPANY			
A4960	0.00	0.00	0.00	0.00
	FEDERAL AID - FEMA			
A5031	0.00	0.00	0.00	0.00
	INTERFUND TRANSFERS			
A5789	0.00	0.00	0.00	0.00
	STATE LOAN			
				758,707.00
<b>TOTAL ESTIMATED REVENUES</b>		830,256.89	716,507.00	758,707.00



**APPROPRIATED FUND BALANCE**

-44,638.47      57,000.00      65,245.00      65,245.00

**TOTAL REVENUES & OTHER SOURCES**

785,618.42      773,507.00      823,952.00      823,952.00



**VILLAGE OF PORT DICKINSON  
FISCAL BUDGET SEWER FUND  
FOR 2010-2011**

(ADOPTED APRIL 13, 2010)

Schedule 1-G	Actual 2008-2009	Actual Budget 02/28/2010	Recommended Budget 2010-2011	Adopted Budget 2010-2011
<b><u>APPROPRIATIONS</u></b>				
<b>HOME AND COMMUNITY SERVICES</b>				
<b>SEWER ADMINISTRATION</b>				
G8110.4	CONTRACTUAL	0.00	0.00	0.00
TOTAL SEWER ADMINISTRATION		0.00	0.00	0.00
<b>SANITARY SEWERS</b>				
G8120.1	PERSONAL SERVICES	21,996.39	22,330.00	23,690.00
G8120.4	CONTRACTUAL	11,275.62	16,325.00	16,325.00
TOTAL SANITARY SEWERS		33,272.01	38,655.00	40,015.00
<b>SEWAGE TREATMENT &amp; DISPOSAL</b>				
G8130.4	CONTRACT	177,619.28	213,337.00	210,972.00
TOTAL SEWAGE TREATMENT & DISPOSAL		177,619.28	213,337.00	210,972.00
TOTAL HOME AND COMMUNITY SERVICES		210,891.29	251,992.00	250,987.00
<b>EMPLOYEE BENEFITS</b>				
<b>EMPLOYEE BENEFITS</b>				
G9010.8	STATE RETIREMENT	2,000.00	2,000.00	2,000.00
G9030.8	FICA EXPENSE	1,708.00	1,708.00	1,813.00
G9060.8	HEALTH INSURANCE	2,279.00	2,300.00	2,300.00
TOTAL EMPLOYEE BENEFITS		5,987.00	6,008.00	6,113.00
TOTAL EMPLOYEE BENEFITS		5,987.00	6,008.00	6,113.00
TOTAL APPROPRIATIONS		216,878.29	258,000.00	257,100.00



**VILLAGE OF PORT DICKINSON  
FISCAL BUDGET SEWER FUND  
FOR 2010-2011**

(ADOPTED APRIL 13, 2010)

Schedule 2-G	Actual 2008-2009	Actual Budget 02/28/2010	Recommended Budget 2010-2011	Adopted Budget 2010-2011
<b>ESTIMATED REVENUES</b>				
<b>DEPARTMENTAL INCOME</b>				
G2120	172,809.12	250,000.00	250,000.00	250,000.00
G2128	3,666.66	2,000.00	2,000.00	2,000.00
	<b>TOTAL DEPARTMENTAL INCOME</b>	<b>176,475.78</b>	<b>252,000.00</b>	<b>252,000.00</b>
<b>INTERGOVERNMENTAL CHARGES</b>				
G2374	8,091.84	5,000.00	5,000.00	5,000.00
	<b>TOTAL INTERGOVERNMENTAL CHARGES</b>	<b>8,091.84</b>	<b>5,000.00</b>	<b>5,000.00</b>
<b>USE OF MONEY AND PROPERTY</b>				
G2401	454.44	1,000.00	100.00	100.00
	<b>TOTAL USE OF MONEY AND PROPERTY</b>	<b>454.44</b>	<b>1,000.00</b>	<b>100.00</b>
G2680	0.00	0.00	0.00	0.00
G2701	0.00	0.00	0.00	0.00
G2770	0.00	0.00	0.00	0.00
				257,100.00
<b>TOTAL ESTIMATED REVENUES</b>	<b>185,022.06</b>	<b>258,000.00</b>	<b>257,100.00</b>	<b>257,100.00</b>
<b>APPROPRIATED FUND BALANCE</b>	<b>31,856.23</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>216,878.29</b>	<b>258,000.00</b>	<b>257,100.00</b>	<b>257,100.00</b>





**VILLAGE OF PORT DICKINSON  
FISCAL BUDGET WATER FUND  
FOR 2010-2011**

(ADOPTED APRIL 13, 2010)

Schedule 1-F	Actual 2008-2009	Actual Budget 02/28/2010	Recommended Budget 2010-2011	Adopted Budget 2010-2011	
<b>APPROPRIATIONS</b>					
<b>GENERAL GOVERNMENT SUPPORT</b>					
<b>SPECIAL ITEMS</b>					
F1990.4	CONTINGENT ACCOUNT	0.00	0.00	0.00	0.00
TOTAL SPECIAL ITEMS		0.00	0.00	0.00	0.00
TOTAL GENERAL GOVERNMENT SUPPORT		0.00	0.00	0.00	0.00
<b>HOME AND COMMUNITY SERVICES</b>					
<b>WATER ADMINISTRATION</b>					
F8310.4	CONTRACTUAL	0.00	500.00	500.00	500.00
TOTAL WATER ADMINISTRATION		0.00	500.00	500.00	500.00
<b>SOURCE OF SUPPLY, POWER &amp; PUMPING</b>					
F8320.4	CONTRAC	76,993.07	78,000.00	78,000.00	78,000.00
TOTAL SOURCE OF SUPPLY, POWER & PUMPING		76,993.07	78,000.00	78,000.00	78,000.00
<b>TRANSMISSION &amp; DISTRIBUTION</b>					
F8340.1	PERSONAL S	22,330.00	22,330.00	23,690.00	23,690.00
F8340.4	CONTRACTL	30,860.77	15,162.00	15,162.00	15,162.00
TOTAL TRANSMISSION & DISTRIBUTION		53,190.77	37,492.00	38,852.00	38,852.00
TOTAL HOME AND COMMUNITY SERVICES		130,183.84	115,992.00	117,352.00	117,352.00
<b>EMPLOYEE BENEFITS</b>					
<b>EMPLOYEE BENEFITS</b>					
F9010.8	RETIREMENT	2,000.00	2,000.00	2,000.00	2,000.00
F9030.8	FICA EXPENSE	1,707.87	1,708.00	1,813.00	1,813.00
F9060.8	HEALTH INSURANCE	2,279.00	2,300.00	2,300.00	2,300.00
TOTAL EMPLOYEE BENEFITS		5,986.87	6,008.00	6,113.00	6,113.00
TOTAL EMPLOYEE BENEFITS		5,986.87	6,008.00	6,113.00	6,113.00



**VILLAGE OF PORT DICKINSON  
FISCAL BUDGET WATER FUND  
FOR 2010-2011**

(ADOPTED APRIL 13, 2010)

Schedule 1-F	Actual 2008-2009	Actual Budget 02/28/2010	Recommended Budget 2010-2011	Adopted Budget 2010-2011
<b>INTERFUND TRANSFERS</b>				
<b>TRANSFERS TO OTHER FUNDS</b>				
F9901.9      TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00
TOTAL TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00
TOTAL INTERFUND TRANSFERS	0.00	0.00	0.00	0.00
TOTAL APPROPRIATIONS	136,170.71	122,000.00	123,465.00	123,465.00



**VILLAGE OF PORT DICKINSON  
FISCAL BUDGET WATER FUND  
FOR 2010-2011**

(ADOPTED APRIL 13, 2010)

Schedule 2-F		Actual 2008-2009	Actual Budget 02/28/2010	Recommended Budget 2010-2011	Adopted Budget 2010-2011
<b>ESTIMATED REVENUES</b>					
<b>DEPARTMENTAL INCOME</b>					
F2140	METERED SALES	107,870.41	119,000.00	121,865.00	121,865.00
F2148	INTEREST & PENALTIES	4,069.09	1,500.00	1,500.00	1,500.00
	TOTAL DEPARTMENTAL INCOME	<u>111,939.50</u>	<u>120,500.00</u>	<u>123,365.00</u>	<u>123,365.00</u>
<b>USE OF MONEY AND PROPERTY</b>					
F2401	INTEREST & EARNINGS	191.76	1,500.00	100.00	100.00
F2401R	INTEREST & EARNINGS - RESERVES	511.23	0.00	0.00	0.00
	TOTAL USE OF MONEY AND PROPERTY	<u>702.99</u>	<u>1,500.00</u>	<u>100.00</u>	<u>100.00</u>
F2770	OTHER UNCLASSIFIED INCOME	0.00	0.00	0.00	0.00
					123,465.00
	<b>TOTAL ESTIMATED REVENUES</b>	<u>112,642.49</u>	<u>122,000.00</u>	<u>123,465.00</u>	<u>123,465.00</u>
	<b>APPROPRIATED FUND BALANCE</b>	<u>23,528.22</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<u>136,170.71</u>	<u>122,000.00</u>	<u>123,465.00</u>	<u>123,465.00</u>



**VILLAGE OF PORT DICKINSON**  
**SCHEDULE OF SALARIES OF ELECTED AND APPOINTED**  
**OFFICERS AND EMPLOYEES**

MAYOR	\$ 6,800.00	year
TRUSTEES	\$ 3,800.00	year
VILLAGE CLERK	\$ 13,000.00	year
TREASURER	\$ 15,000.00	year
VILLAGE ATTORNEY I	\$ 25,355.00	year
CODE ENFORCEMENT	\$ 5,000.00	year
LABORER I	\$ 47,748.00	year
LABORER II	\$ 47,013.00	year
POLICE CHIEF	\$ 60,519.00	year
POLICE SGT	\$ 30,000.00	year
SR PATROLMAN	\$ 49,983.00	year
JR PATROLMAN	\$ 30,000.00	year
BLDG INSPECTOR	\$ 4,000.00	year
DEPUTY VILLAGE CLERK	\$ 30,160.00	year
VILLAGE ATTORNEY II	\$ 2,500.00	year
DPW PART TIME HELP	\$ 11.00	hour
SEASONAL HELP (MOWING)	\$ 7.15	hour
POLICE PATROLMAN PT	\$ 14.50	hour





## A Step-by-Step Guide for Appointed/Elected Officials

New Regulation 315.4 outlines additional reporting requirements for elected or appointed officials and more clearly defines the process for reporting time worked by those officials. The regulation became effective August 12, 2009.

Whether you are an elected or appointed official, member of a governing board or secretary or clerk, we think you'll find this step-by-step guide a helpful resource.

Responsible Party	Responsibility	Deadlines & Details
Elected or Appointed Official*	Keeps three-month record of work activities.	Starts record when term or appointment begins. Record must be complete within 150 days of taking office.
Elected or Appointed Official*	Submits record to secretary or clerk of the governing board.	Record must be submitted within 180 days of taking office.
Governing Board	Adopts the Standard Work Day and Reporting Resolution.**	At first regular meeting held after 180 days of term's beginning.
Governing Board	Posts resolution on the employer's website or, if no website is available to the public, on the official sign-board or at the main entrance to the clerk's office or similar office.	Resolution must be posted for a minimum of 30 days.
Secretary or Clerk	Files a certified copy of the resolution and affidavit of posting with the Office of the State Comptroller.	Certified copy and affidavit of posting must be filed within 45 days of resolution's adoption.
Secretary or Clerk	Retains records of work activities for 10 years.	
Secretary or Clerk	Provides complete copies to the Comptroller upon his or her request.	

*150 days = May 30th*  
*180 days = June 30th*

\* Elected and appointed officials are required to keep a record of work activities if:

- They are members of the Retirement System and
- They do not participate in an employer's time keeping system that shows hours worked. (This includes systems that keep track of accruals used and attest that, other than time charged to accruals, full hours were worked.)

Officials who are not Retirement System members do not need to prepare a record.

\*\* The Standard Work Day and Reporting Resolution ensures days worked reported to the Retirement System are correct. It establishes the number of hours in a standard work day for each elected or appointed office and must also state:

- The term expiration;
- That the employer maintains daily records of time worked or the official has submitted a record of work activities to the clerk or secretary;
- The total number of days per month to be reported for each official.

If the governing board does not adopt a resolution, the official's service credit and membership benefits are suspended until the resolution is adopted, posted and filed.

