

To: Mayor Pat Humphrey and the Clare City Commission
From: Steven J. Kingsbury, Treasurer, Finance Director and
Director of Information Technology
Date: January 27, 2010
Reference: Treasurer's Report for February 1, 2010

FY2010/11 Fiscal Budget Presentation Schedule: Enclosed for your review and information you will find the presentation schedule for development of the FY2010/11 Budget for the Planning Commission, the Fiscal and Budget Committee and also for the City Commission.

Information Technology Update:

- The installation, conversion and training for the new updated BS&A municipal computer software has been completed. The installation and conversion to the updated Building Permit and Cemetery Management software will be completed later this year as previously discussed. At this time we have identified and are utilizing several efficiency improvements which will become even more significant as our knowledge of the various programs increases.
- The required applications for Consumers Energy (pole connections) and MDOT (underground boring of 5th Street) have been completed and submitted by Pro-Tech Cabling Systems. It is anticipated that these applications will be processed by these two entities and approval granted within thirty days. Attorney's Dave Dreyer and Jaynie Hoerauf are in the process of finalizing the inter-governmental broadband electronic communication agreement which we anticipate will be ready for presentation to the City Commission for the February 15, 2010.
- At this time we are also scheduled to meet with representatives from IT Right and Aerial Link of St. John's on Tuesday, February 2, 2010 to continue evaluating the design and costs for the installation of the City owned and operated wireless network. As previously indicated this network would complete the installation/expansion of the City's Wide Area Network (WAN) after the pending fiber portion of the network installation has been completed. We anticipate that a completed proposal will be presented to the City Commission for review and consideration at a future date, possibly as part of the FY2010/11 budget process.

**Fiscal Year 2010-11 Budget
Presentations to the City Commission**

April 5th

Ken Hibl and Steve Kingsbury

- Overview of the Budget Process

Bob Bonham

- Local Streets Fund
- Major Streets Fund
- Sidewalk Replacement Fund
- Mobile Equipment Fund (Operating and Capital Improvement)
- Water Distribution and Sewer Collection

John Holland

- Sewer Fund (Operating and Capital)
- Water Fund (Operating and Capital)
- Landfill

April 19th

Police Chief Dwayne Miedzianowski

- Police Department (A component of the General Fund)
- Drug Law Enforcement Fund

Bob Bonham and Amanda Green

- Parks and Recreation Fund

May 3rd

Dick Acker

- Airport (A component of the General Fund)

Ken Hibl

- Downtown Development Authority (DDA)
- Local Development Finance Authority (LDFA)

Steve Kingsbury

- Public Safety Building Debt Service Fund
- Cemetery Perpetual Care Fund
- Cost Allocation Plan
- Data Processing Fund (Operating and Capital)

May 17th

Fire Chief James Chapman

- Fire Department Fund

Ken Hibl, Bob Bonham and Steve Kingsbury

- General Fund (Remaining Components)

Ken Hibl and Steve Kingsbury

- Reconciliation of Interfund activity
- Presentation of the city-wide 2010/11 Budget

June 7st – Public Hearing and Adoption of the 2010/11 Budget