

Township Financial Management, Forecast & Budget Draft

PRELIMINARY WORKSHEET PRESENTED BY TREASURER Nov 2024

In round numbers estimates	10/31/2024	2025 Budget	
Cash Balance 10/31/24	399,981	526,603	Cash balance from 12/31/24
Adjustments: Pending Nov 2024 Expenses	72,234	500,000	(Add) 2025 Levy \$400K & Other I
Minus Suggested Reserve Fund (Revised)	400,000	400,000	(Minus) Reserve Fund
Cash Balance Updated 1	39,253	626,603	Funds Available in 2025, Reserves Not Included
Second Half Levy and Misc. Income (Est)	225,000		
Balance Available w 2nd Half Levy/Misc Income	152,747		
Expenses	Category	Dec 2024 Estimate	2025 Draft %2025 Expense/Total Expenses
Board		610	3,600
Board payroll expense		47	275
Board travel		0	300
Clerk		530	0
Clerk payroll expense		41	0
Clerk travel		0	200
Treasurer		0	0
Treasurer payroll expense		0	0
Treasurer travel		0	0
Zoning Admin		1,500	15,000
Zoning payroll expense		120	1,200
Zoning travel		100	1,000
Road manager		100	2,400
Road Manager payroll exp		8	184
Road Manager travel		0	600
Coordinator		6,875	82,500
Coordinator payroll exp		526	6,200
Coordinator travel		0	300
Clerk-Treasurer Future Position		0	6,000
Clerk-Treasurer Future Position payroll exp			459
Deputy Clerk-Treasurer payroll		0	1,200
Deputy Clerk-Treasurer payroll			92
Accounting		450	0
Accounting payroll		34	0
Life Insurance (Officials)		0	450
Training (Officials)		0	2,500
Sub total	Board, Clerk, Treasurer, Staff	10,940	124,860 16.9%
Fire Protection	Fire	0	90,000 12.2%
Operations:			
Office Rent		424	5,088
Meeting Room Rental		100	1,200
AV Services (Board Meetings)		100	1,200
Office Internet		150	1,800
Office Supplies and Copies		50	1,000
Phone		125	1,200
Website		100	2,000
Postage		50	250
Garbage		20	120
Sewer Service		185	200
Cleaning		0	180
Dues		0	4,000
Office Equipment		100	0
Insurance		0	2,000
Utilities		200	0
Sub total	Office Operations	1,604	20,238 2.7%
Elections	Elections	2,500	0 0.0%
Advertising/Posting Publications		100	750 0.1%
Pine County Assessor Levy Admin		0	12,000 1.6%
Legal Expense	Legal	1,000	5,000 0.7%
Donations	Donations	0	0 0.0%
Public Works	Services		
Road Maintenance			
Snow plowing		10,000	35,000
Grading		0	40,000
Ditching		0	10,000
Anti-Dust		0	40,000
Minor Road Improvements			
Gravel and hauling		0	90,000
Signage		0	45,000
Culverts		0	25,000
GIS Mapping		0	15,000
Road Improvement Fund		0	185,000
Sub-Total	Services	10,000	485,000 65.7%
Total	All	26,144	737,848 100.0%
Total Cash Projected End of Year		126,603	-111,245
Reserves Added In		400,000	400,000
Total Operational Cash End of Year		526,603	288,755