

CITY OF FARMINGTON HILLS FY 2014/15 ANNUAL BUDGET



City of Farmington Hills, Michigan
Annual Budget
Fiscal Year
July 1, 2014 - June 30, 2015



Farmington Hills City Council

Standing (l-r): Randy Bruce, Mayor ProTem Richard Lerner, Ken Massey, Michael Bridges
Seated (l-r): Valerie Knol, Mayor Barry Brickner, Samantha Steckloff

City Manager

Steve Brock

Executive Management Team

Corey Bartsch, Fire
Dave Boyer, Assistant City Manager
Nancy Cappola, Director of Economic Development
David Gajda, Finance
Ed Gardiner, Planning and Community Development
Nathan Geinzer, Assistant to the City Manager
Michael Lasley, Central Services
Gary Mekjian, Public Services
Charles Nebus, Police
John Randle, Human Resources
Ellen Schnackel, Special Services
Pam Smith, City Clerk

Budget Preparation Staff

David Gajda, Finance Director
Shu-Fen Lin, Controller
Kim Ried, Secretary to the Finance Director

MAYOR AND CITY COUNCIL

Barry Brickner was elected Mayor in 2011 and 2013, elected to City Council in 1999, 2003, and 2007, and served as Mayor Pro Tem in 2001 and 2007. He serves on the Brownfield Redevelopment Authority, the Economic Development Corporation, the Multicultural Multiracial Community Council, the Millennial Mayors Congress, and the Board of Directors for SWOCC and the Greater Farmington Area Chamber of Commerce. He is the Council liaison to the Eight Mile Boulevard Association, a delegate to SEMCOG, a member of the National League of Cities (NLC) Information Technology and Communications Steering Committee, and participates in River Day, Rebuilding Together, and the Eight Mile Boulevard Clean Team. His term expires in 2015.

Michael Bridges was elected to City Council in 2008 and re-elected in 2009 and 2013. He serves on the Crime Prevention Advisory Board, and is Council liaison to the Pension Committee and the Commission for Children, Youth & Families. He is a member of the Michigan Municipal League (MML) Municipal Services Committee, and the National League of Cities (NLC) Policy Advocacy Committee - Intergovernmental Relations, Finance and Administration, and serves as the alternate delegate to SEMCOG. His term expires in 2017.

Randy Bruce was elected to City Council in 2003, 2007, and 2011. He currently serves as Mayor Pro Tem, as he did in 2005 and 2009. He is the Council liaison to the Commission for Energy and Environmental Sustainability and the Farmington Area Arts Commission, is a member of the 47th District Court Sobriety Court Advisory Committee, and co-founded the Suicide Prevention Committee and Intergovernmental Task Force. His term expires in 2015.

Valerie Knol was elected to City Council in 2013. She is the Council liaison to the Historic District Commission, Historical Commission, and the Beautification Commission. She was on the Farmington City Council for eight years and served as the Mayor of Farmington from 2007-09. She has served on the Board of the Farmington YMCA, the Greater Farmington Area Chamber of Commerce, and the Oakland County Zoological Authority. Her term expires in 2017.

Richard Lerner was elected to City Council in 2011. He is the Council liaison to the Parks and Recreation Commission and the Committee to Increase Voter Participation. He currently serves on the Board of Directors of the Optimist Club and the Xemplar Club, and is Vice President of the Farmington Area Inter-Agency Council. His term expires in 2015.

Ken Massey was elected to City Council in 2003, 2007, and 2011. He served as Mayor Pro Tem in 2006 and 2010. He is a member of the Emergency Preparedness Commission, a member of the National League of Cities (NLC) Public Safety and Crime Prevention Steering Committee, and is the NLC liaison to the Department of Homeland Security Consortium. He co-founded the Suicide Prevention Committee and Intergovernmental Task Force, and serves on the Board of Directors of Botsford Hospital. His term expires in 2015.

Samantha Steckloff was elected to City Council in November 2013. She is the Council liaison to the Commission on Children, Youth & Families, the Mayor's Youth Council, and the Millennial Mayors Congress. She has served on the Parks and Recreation Commission and the Committee to Increase Voter Participation. She was one of the first participants in the Farmington Hills After-School Program. Her term expires in 2017.

City of Farmington Hills

City Facilities



Facility Name	Address	Facility Name	Address	Facility Name	Address
City Hall	31555 Eleven Mile Rd	Fire Station 4	28711 Drake Rd	Police Station	31655 Eleven Mile Rd
47th District Court	31605 Eleven Mile Rd	Fire Station 5	31455 Eleven Mile Rd	Southwest Oakland Cable Commission	33300 Nine Mile Rd
Dept. of Public Works	27245 Halsted Rd	Farmington Hills Golf Club	37777 Eleven Mile Ct	William Costick Activity Center	28600 Eleven Mile Rd
Fire Station 1	35725 Nine Mile Rd	Ice arena & Skate park	35500 Eight Mile Rd		
Fire Station 2	28225 Middlebelt Rd	Longacre House	24705 Farmington Rd		
Fire Station 3/ Grant Community Ctr	29260 Grand River	Parks and Golf Maintenance	38111 Interchange Dr		



DESCRIPTION OF THE CITY



Farmington Hills is a 34 square mile suburban community with a pastoral and gently rolling terrain in Oakland County, MI. It is one of the largest cities in Oakland County; the most prosperous county in Michigan and one of the most prosperous counties in America. Incorporated in 1973, the City quickly grew from its rural roots, and today offers a unique blend of historic charm, international diversity, and cutting edge commerce, making it one of the most desirable locations to live and work in the United States.

The City possesses an ideal location within 25 minutes of downtown Detroit and Detroit Metro Airport and at the focal point of a North/South and East/West freeway network. Industrial centers of Warren, the Saginaw/Flint area, Lansing and Toledo, Ohio, as well as the Ann Arbor technology corridor are within an hour's drive. Approximately half of America's disposable income, half of the country's work force and nearly half of the total U.S. population are within a 500-mile radius of the City. The City supports seven industrial parks totaling more than 600 acres, which provide first rate services and facilities. In addition, the 12 Mile Road, Orchard Lake Road and Northwestern Highway corridors host many commercial and office developments, which house many corporate headquarters and district offices of regional, national and international prominence.

The community offers many premier residential areas providing a wide range of housing options, meeting the needs and style demands of those who live here. The distinctive custom residences, neighborhoods with well established landscaping and tree lined streets, well planned condominiums and a variety of apartments provide options to fit every lifestyle and price range.

The City's respect for its Quaker heritage is demonstrated by its commitment to historical preservation through its Historic Commission, Historical District and the conversion of the historic Spicer Estate House to a Visitor Center located in Heritage Park.

The City is enhanced by exemplary educational opportunities for kindergarten through 12th grade via both public and private schools and a premier district library system with one of the highest annual circulation rates in the State. A broad spectrum of recreational and cultural activities are available within the City or within a short drive. Twelve major colleges and universities are within a 45-minute drive of the community. Quality health care is readily accessible through Botsford Hospital, which is a teaching Osteopathic Hospital associated with Michigan State University. Twelve major medical centers and hospitals are within a half-hour driving distance of the City. Many physicians affiliated with these medical facilities maintain their offices in Farmington Hills.

HOW TO USE THIS BUDGET DOCUMENT

This document outlines the City's operational master plan for the coming budget year. This section is intended to acquaint the reader with the organization of the budget document and assist in obtaining the optimum from the information contained in this document.

The budget is divided by tabs into sections. A *Table of Contents* tab is included in the beginning of the book.

The *City Manager's Message*, which capsulizes the objectives of the budget along with the story behind the raw numbers, is presented in the second tab. It identifies major issues, outlines decisions to be made by the City Council during budget review and adoption, and communicates a thorough understanding of the budget impact for the upcoming fiscal year. A *Budget Overview* is also included in this tab which outlines the City's Total Tax Rate, its allocation between funds, and a summary of all the budgetary funds for the City. A graphic portrayal of these budgetary fund revenues and expenditures by sources and uses is also presented in this section. An *Organizational Chart* is provided for the entire City organization. A chart depicting the City's financial and accounting fund structure is also included in this section. Department Organizational Charts are provided in each department's budget section.

The *General Fund* section contains revenue and expenditure summaries for the General Fund as well as brief detail and narratives on each major revenue category. Revenue and expenditure schedules include actuals for the past two completed years, the current fiscal year's amended budget, projected actuals for the current fiscal year, and the proposed/adopted budget. Expenditures are broken down into these categories: personnel, operating supplies, contractual services, and capital expenditures. The General Fund section is further subdivided into major functional areas of activities such as: Boards, Commissions & Agencies; General Government; Public Safety (Police and Fire); Planning & Community Development; Public Services; and Special Services.

Departmental Expenditures are grouped by activity. Included in each section are narratives describing the department or division's mission, followed by goals, performance objectives and performance indicators. The performance indicators are divided into service level and efficiency measures. Also included is an organizational chart, staff position listing and a summary which highlights how we project the current year will end, in total, compared to the budget; as well as how next year's proposed budget, in total, compares to the current year. This is followed by the line-item detail budget, key trends shown graphically and capital outlay schedules.

The *Special Revenue Funds* section contains budget information and the proposed budget for funds that are maintained for specific revenue sources that are restricted or committed to expenditures for specific functions or activities. These restrictions/commitments are imposed by State Statute or Constitution, City Council Resolution or action by the City's electorate through the approval of special dedicated millages.

The *Debt Service Funds* section provides the budgetary funds for the payment of annual debt service (principal and interest payments) on bonds, which were issued by the City or on behalf of the City by the County.

The **Capital Projects Funds** section contains budget information for the Capital Improvement Fund, including both the capital improvements plan and the capital improvements budget and a description of the difference between the two and how they are interrelated is also included. This section also includes the Golf Course Capital Improvement Fund and Revolving Special Assessment Fund.

The **Component Unit** section contains budget information for the Brownfield Redevelopment Authority Budget and Corridor Improvement Authority.

The **Supplemental Information** section contains financial plans, charts and graphs illustrating the City's financial condition and other statistics and demographics of the community. The budget resolution is included in this section of the final adopted budget.

A **Glossary** at the back of this book which defines technical terms used throughout the budget document is included in this section of the final adopted budget.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Farmington Hills

Michigan

For the Fiscal Year Beginning

July 1, 2013

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an Award of Distinguished Budget Presentation to the City of Farmington Hills for its annual budget for the fiscal year beginning July 1, 2013.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for another award.

This Distinguished Budget Presentation Award represents the 28th consecutive award the City of Farmington Hills has received.

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April 2014

To: Honorable Mayor and City Council
Residents of the City of Farmington Hills

INTRODUCTION

With this letter I am transmitting the 2014/15 budget for the City of Farmington Hills. The budget is one of the most important documents the City prepares, since it identifies the services to be provided over the next year and how those services are to be financed. It describes in detail how each City department, division, and function will invest the City's resources for the benefit of the community.

Total Ad valorem Taxable Values increased in 2014, the first increase in seven years. The 0.35% increase in taxable value is the net result of a 0.44% increase in Real Property taxable value and a 3.93% decrease in Personal Property taxable value. The increase in Real Property taxable value is the result of a 2.06% increase in Residential values, partially offset by a 4.15% decrease in Commercial values and a 1.05% decrease in Industrial values.

Personal Property taxable values in 2014 decreased by \$11,554,590 compared to the original 2013 assessment roll. The exemption of Commercial and Industrial Personal Property from the Ad valorem assessment roll for each owner with a combined taxable value of less than \$40,000 or combined true cash value of less than \$80,000 resulted in a \$14,580,370 reduction in 2014 taxable value (73% of those eligible applied for the exemption). Therefore, personal property taxable value would have increased by \$3,025,780 or 1.97% in 2014 without the impact of the 2012 Personal Property Tax Reform Legislation. Personal Property is approximately 8% of the 2014 tax base and is projected to generate approximately \$2.9 million in Total City Tax Revenue in FY 2014/15.

Assuming the August 2014 Ballot Proposal Election passes, it is estimated the City would have lost approximately \$6.4 million in personal property taxes over the 8 year period from FY 2015/16 – FY 2022/23, or an average of approximately \$800,000 per year.

However, recently enacted legislation provides some clarity and relief to Michigan municipalities poised to suffer revenue loss as a result of personal property tax reform legislation enacted in 2012. On March 28 and April 1, 2014, the Governor signed into law PA 80-81 and 86-93 of 2014 – a package of bills intended to address concerns raised following the 2012 reform and to clarify reimbursement to local units of government and tax increment finance authorities for lost personal property tax revenues.

Specifically, the new legislation includes a formula to provide full reimbursement for lost personal property tax revenue by comparing current year taxable values to 2013 taxable values and applying the lowest millage rate, and adjusting for exemptions. The legislation also provides for reimbursement for 100 percent of debt loss to local units. **The reimbursement is phased in between 2014 and 2016, so it may be a couple of years before we see the full impact of the reimbursement provisions.**

Now under state law:

- Commercial and industrial personal property of each owner with a combined true cash value in a local taxing unit of less than \$80,000 is exempt from ad valorem taxes beginning in 2014.
- All eligible manufacturing personal property purchased or put into service beginning in 2013 and used more than 50 percent of the time in industrial processing or direct integrated support becomes exempt beginning in 2016.
- Personal property tax exemptions and tax abatements for technology parks, industrial facilities and enterprise zones that were to expire after 2012 are extended until the new exemptions take effect.

Similar to the 2012 legislation, the new reforms will only go into effect if voters approve a change in the state distribution of the use tax at the August 2014 primary election. If voters approve the change, the state use tax would be reduced and a Local Community Stabilization Authority (LCSA) would be created and administered by the Department of Treasury to replace the Metropolitan Areas Metropolitan Authority created under the 2012 legislation. The LCSA would be responsible for levying a local use tax component and distributing reimbursements to local units from the local use tax component. The Department of Treasury is required by the legislation to make any distributions that the LCSA is unable to make.

The personal property tax reform notwithstanding, we are hopeful real property taxable values will continue to increase in total at a slow but steady pace beyond FY 2014/15. However, the limits on property tax revenue growth due to the interaction of Headlee and Proposal A, will temper this improvement going forward.

State Shared Revenue, which represents our second largest source of revenue, is projected to increase by 1% in FY 2014/15, which is a reflection of a stabilizing and slowly improving State economy, along with the City's commitment to comply with the State's Economic Vitality Incentive Program (EVIP), to retain what was previously known as Statutory Revenue Sharing.

I am optimistic about the City of Farmington Hills and where we are headed. There is opportunity in this time of fiscal challenge. Farmington Hills is a great place to live, work, play and learn. We offer a high quality of life and a high level of service to our residents. The fiscal challenge we face can be met through more collaboration with surrounding Communities, and smarter ways of doing business. Over the past years, we have cut back, done without, and changed how we do some things. This has resulted in cost savings and efficiencies. While the response and effort of each department has been excellent, we continue to seek ways to reduce spending. None of us had been through the kind of revenue decline based on property value reductions that we have seen. Fortunately, it appears the worst is over and we expect property values to increase at a modest rate beyond FY 2014/15.

This Budget maintains all City services with some cost increases and by making improvements in areas where previous budget cuts have made it difficult to keep up with work load demands and/or new mandated work requirements. For FY 2013/14, Total General Fund Expenditures plus Transfers to Other Funds is projected to end the year up by approximately \$589,000 or 1.2% compared to the Budget, which is due to an additional approximate \$1.4 million contribution to the Retiree Healthcare Fund to offset the majority of the OPEB Liability currently on our books. The FY 2014/15 Proposed Budget for Total General Fund Expenditures plus Transfers to Other Funds is up by approximately \$1.7 million or 3.2% compared to the FY 2013/14 Budget. The Budget over Budget increase results primarily from increased contributions to the Capital Improvement Program; increases in Support Services for higher costs in the areas of general liability and property insurance, postage, street lights, tax tribunal refunds, and proposed pay

increases for non-union employees; four new full-time positions; and an increase in the City's contribution to the District Court's budget, based on the shared formula with the City of Farmington.

Total City costs to provide healthcare benefits for City employees (at the State imposed employer "hard cap" level), including costs of employees opting-out, plus dental and optical benefits are estimated to be approximately \$4.2 million for FY 2014/15. The Pension and Retiree Healthcare Contributions as valued by the Actuary is approximately \$7.8 million for FY 2014/15.

BUDGET OVERVIEW

The budget includes input from City Council, as well as from residents, staff, consultants, and the City's planning program documents. This input assists us in prioritizing and directing our resources toward those programs, projects and activities that have the greatest potential for helping us successfully achieve our goals while addressing the City's most pressing needs. Building community understanding and support for the budget and for the services and programs that we provide is essential. The budget addresses current and future community needs and balances service demands with conservative financial management. It supports the following goals:

1. Employ a multi-disciplined, well-planned strategic approach to address the financial, social, and environmental dimensions of sustainability for the City of Farmington Hills.
2. Provide high quality, dependable public services that residents and businesses expect in order to enjoy a City that is safe and clean. This includes effective fire and police protection, advanced life-support services, safe and efficient water and sewer systems, and refuse pickup including curbside recycling and composting.
3. Support social, cultural, and recreational programs and services that enhance the lives of our residents, help build strong families, and showcase Farmington Hills as a desirable place to live, work, play and learn.
4. Increase the tax base by maintaining a healthy business climate by working cooperatively with federal, state, county, and local agencies to provide assistance to new and existing businesses in the community.
5. Define and establish long-term funding strategies for Major and Local Road Improvements.

GENERAL FUND REVENUE

The FY 2014/15 General Fund Budget is balanced with the use of \$941,245 of Assigned Fund Balance. The Total General Fund Revenue Budget of \$51,620,187 (including transfers-in from other Funds) decreased by \$214,041 or 0.41% compared to the FY 2013/14 Adopted Budget of \$51,834,228 and increased by \$121,697 or 0.24% compared to the FY 2013/14 Year-end Projection of \$51,498,490. In comparing the FY 2014/15 Revenue Budget to the FY 2013/14 Year-end Revenue Projection, Property Taxes increased 0.63%, Licenses & Permits increased by 2.00%, Grants decreased by 50.16%, State Shared Revenue increased by 1.00%, Fees increased by 1.73% (Recycling Fees will remain at the FY 2013/14 level), Sales increased by 2.00%, Fines & Forfeits increased by 1.00%, Interest Earnings increased by 10.00%, Inter-fund Transfers-in decreased by 7.06%, Recreation User Charges increased by 1.02%, and Other Revenue decreased by 6.87%.

TAX RATE AND TAX ROLL

Sixty-eight (68%) percent of the tax roll is residential. Thirty-two (32%) percent of the roll is non-residential and includes commercial (21%) and industrial (3%) and personal property (8%). The average residential property taxable value increased by 2.56% from \$76,235 in 2013 to \$78,185 in 2014, which includes adjustments to existing properties plus the addition of new residential properties. Using the 2013 millage rates, this equates to an overall average of an \$83.59 property tax increase per principal residential owner, of which \$24.09 would be increased from City taxes. The budget is based on a property tax rate of 12.3806 mills, a 0.0268 millage increase over FY 2013/14. This increase in millage from the refuse millage will generate an approximate \$2.10 in additional City property tax revenue from the average residential property owner, which netted with the increased taxable value will result in an average \$26.19 increase in City property taxes from the average residential taxpayer compared to FY 2013/14. The millage comparison and allocation is outlined below.

CITY MILLAGE HISTORY

Millage Type	Fiscal Year 2010/11	Fiscal Year 2011/12	Fiscal Year 2012/13	Fiscal Year 2013/14	Fiscal Year 2014/15
Operations	6.3279	7.2148	6.6396	6.7084	6.5206
Capital	0.4800	0.2400	0.7467	0.6163	0.7986
Debt Service	0.6481	0.5012	0.5697	0.6313	0.6368
Total Charter Operating Millage	7.4560	7.9560	7.9560	7.9560	7.9560
Refuse Removal*	0.6010	0.6822	0.7138	0.7168	0.7436
Economic Development**	0.0000	0.0152	0.0162	0.0164	0.0164
Parks***	0.4882	0.4882	0.4882	0.4882	0.4882
Public Safety***	1.4764	1.4764	3.1764	3.1764	3.1764
Total City Millage	10.0216	10.6180	12.3506	12.3538	12.3806

* Authorized by Public Act 298.

** Authorized by Public Act 59.

*** Authorized by Voter Approval.

The Unassigned Fund Balance in the General Fund is estimated to be \$10,491,850 at June 30, 2014 and at June 30, 2015, which is at 20% of Total General Fund Expenditures. The total budget expenditure allocation for All Budgeted Funds for FY 2014/15 is approximately \$78.9 million compared to \$77.5 million for FY 2013/14, and \$76.4 million for FY 2012/13, excluding inter-fund transfers. This is a 1.8% increase in expenditures from FY 2013/14. This approximate \$1.4 million increase in overall City expenditures is due from increases in the General, Special Revenue, Debt Service and Capital Project Fund categories.

BUDGET HIGHLIGHTS

Through fiscal responsibility, we have been able to implement programs that strengthen our community and enhance the lives of our residents. The following is a brief summary of major programs and projects that are completed, ongoing and included in the FY 2014/15 budget. They are broken down into FY 2013/14 accomplishments and current ongoing projects and FY 2014/15 programs.

Ongoing or Fiscal Year 13/14 Accomplishments

- **Regional Cooperation/Collaboration.** The City worked with the Regional Task Force comprised of the City of Farmington Hills, the City of Farmington, and the Farmington Public Schools to implement shared Information Technology Services between the two cities.
- **Environmental Sustainability.** The City continues to take an active role in promoting “green efforts” throughout the community with the work of the Commission for Energy and Environmental Sustainability. This group champions energy and environmental sustainability through innovative City policies and initiatives to lessen the City’s impact on the environment. Further, through various program offerings, the Commission helps provide the community with the information and resources to live a more energy and environmentally sustainable life.
- **City’s 40th Anniversary.** The City held its 40th Anniversary Celebration called “FH”ORTYWORKS on July 3, 2013.
- **Safe City.** Farmington Hills was recognized by C. Q. Press as being the second safest City in Michigan and 44th safest City in the United States among cities with populations exceeding 75,000 people (2012 crime data). In addition, during 2013, serious Group A crime decreased 5%. Moreover, comparing 2013 data to five years ago serious crime is down 22%.
- **Intranet.** This online communication service continues to increase employee productivity and make accessing information easier for employees. Employee news, forms, benefit information, health and wellness, and more are all found on the Intranet.
- **Repaving.** The following significant road projects were or will be completed in FY 2013/14: Freedom Road (Drake to Hillview), 13 Mile Road (Orchard Lake to Middlebelt), Staman Acres (SAD), and Stratton Hill (SAD).
- **Sidewalks/Pathways.** In addition to the ongoing sidewalk replacement and maintenance program, the following sidewalks are planned to be completed in FY 2013/14: 12 Mile, Southside, Inkster to Herndonwood; Independence Ave., Southside, Roosevelt to Waldron, 10 Mile, Haggerty to Research Drive; and 8 Mile, Lujon to the West City Limits.
- **New Development and Improvements.** For 2013, the Planning and Community Development Department oversaw the construction of seventy-five (75) new residential units with a value of over \$25.5 million. Permits for \$13.9 million in improvements and additions to existing residential units were issued. New commercial development along with additions and improvements had a construction value of over \$37.9 million.
- **New Equipment.** The following equipment was or will be placed into service in FY 2013/14: DPW – Ford Fusions, Five-yard Hook w/Attachments, Refurbished Winter Maintenance Equipment, Gradall Excavator, Five-yard Hook Loading Truck, Ten-yard Dump Truck, V-Box Slip-in Salt Distribution, and a Hydroseeder; City Hall – various I.T. Upgrades and Improvements; Fire – Pump, Mobile Computers, Turnout Clothing,

Extraction Equipment, and Air Compressor Replacement; and Police – Handgun Replacements.

- **Public Facilities.** The following public facility improvements were or will be completed in FY 2013/14: Fire Station Improvements; Police Building Exterior Repairs, Gas Pump Canopy Replacement; DPW Garage Heavy Hoist Replacement, Window Replacements at the Activity Center, and continued Barrier Free (ADA) Improvements and Energy & Environmental Sustainability Projects; and.

In Process or FY 2014/15 Program Goals

- **Bike Path Routes Throughout the City.** The Capital Improvement Fund will begin to fund non-motorized bike paths in and around the City to promote Farmington Hills to walkers and bikers.
- **2020 Visioning.** The City will continue to follow up on the ideas generated from the 2020 Visioning Process for the development of a long-range plan for a sustainable City.
- **Economic Development.** The City will continue to seek out ways to promote and market the City for businesses to locate.
- **Special Services Capital Projects.** The Parks & Recreation Millage Fund and the Capital Improvement Fund will finance \$358,000 of capital projects/outlays for Heritage Park, Founders Sports Park, Athletic Fields, Vehicles & Equipment, Comfort Station, Activities Center, and Playground Equipment.
- **Forfeiture Fund Capital Projects.** The Federal and State Forfeiture Funds will finance \$100,000 of Police Building Improvements and \$367,800 for Police Vehicles & Equipment.
- **Construction Projects.** The Major and Local Road Funds will expend over \$6.8 million in road improvements in 2014/15. The primary projects to be completed and the recommended funding sources are as follows:
 - Farmington Road, 10 Mile to 12 Mile – funded by Gas & Weight Taxes/Grants/Fund Balance.
 - 10 Mile, Farmington to Orchard Lake – funded by Gas & Weight Taxes/Grants.
 - Northwestern Highway Connector – Phase 1 – funded by Fund Balance.
 - Westhill Street SAD – funded by SAD Revolving Fund for both the property owner’s share and the City’s Local Match.
 - Lakehills Drive SAD – funded by SAD Revolving Fund for both the property owner’s share and the City’s Local Match.
 - Woodbrook Road SAD – funded by Capital Improvement Bonds for both the property owner’s share and the City’s Local Match.
 - Hunt Club Road SAD – funded by Capital Improvement Bonds for both the property owner’s share and the City’s Local Match.

CAPITAL IMPROVEMENT FUND

In addition to the capital projects contained in the Parks & Recreation Millage Fund, Road Funds and Forfeiture Fund budgets, the City plans to invest approximately \$4.0 million on infrastructure and capital improvements benefiting the entire community. This program is

comprised of facility improvements, sidewalk construction, drainage improvements, technology enhancements, and the acquisition of equipment for the Public Services, Special Services, Fire and Police Departments. While the revenue resources are limited, a proper balance of capital vis-a-vis operating cost needs to be maintained. Next year's program includes:

- Drainage improvements which will concentrate on the Storm Water Pollution Prevention Initiative; GIS Storm Phases I, II, and III; Illicit Discharge Elimination Program; completion of the Caddell Drain County Maintenance Project; replacement of the Biddlestone Culvert; the development of a Storm Water Asset Management Program; and miscellaneous detention basin maintenance and improvements.
- Facility improvements which include the Heritage Park Entry Road Improvements, Fire Station Improvements, Police Locker Room Renovation, Police Parking Lot Improvements, Barrier Free (ADA) Improvements, and continued Energy & Environmental Sustainability Projects.
- A number of sidewalk improvements will take place this next fiscal year including: 8 Mile, Halsted to Lujon; and 14 Mile, Southside, Farmington to Drake, a Halsted Sidewalk/Path, and other Non-motorized Projects.
- Equipment for the Police Department includes the replacement of Long Guns.
- Equipment for the Fire Department includes the replacement of Engine #1, and the replacement for Medic #4.
- Equipment for the Special Services Department includes the purchase of a truck.
- Equipment for the Public Services Department includes Ford Fusions, Propane Retrofits, a Five-yard Hook Loading Truck, a Ten-yard Dump Truck, the replacement of a Street Sweeper, the replacement of a Stake Truck, and Refurbished Winter Maintenance Equipment.
- Various equipment and technology upgrades City-wide to keep the network fast and reliable.

CITY-WIDE CAPITAL EXPEDITURES

The total dollar amount of capital expenditures for FY 2014/15 is \$12,064,206, which is approximately \$220,082 more than budgeted in FY 2013/14. Of that total, \$6,801,174 is for Major and Local Road construction projects; \$4,005,928 is for infrastructure/capital improvements included in the Capital Improvement Fund; \$467,800 is for the Forfeiture Funds; \$423,304 is for various General Fund capital outlays including \$286,894 for Public Services and \$136,410 for Police; \$158,000 is for Parks & Recreation capital projects; \$150,000 is for the Brownfield Redevelopment Authority; \$30,000 is for the Public Safety Millage Fund and \$28,000 is for the Golf Course Capital Improvement Fund. Specific information about the capital projects is included in each respective Fund/Department.

PERSONNEL COSTS AND STAFFING

As we have gone through the transition of significantly less staff resources over the last several years, we have restructured operations where appropriate to better utilize existing staff resources to maintain a base level of City services. While full-time staffing remains down over 14% from

FY 2007/08, this Budget reflects four additional full-time positions, two in the Public Services Department, one in the Police Department and one in the Finance Department. Farmington Hills still has one of the lowest employee-to-resident ratios of any local community while continuing to provide efficient and comprehensive services. We are always looking for ways to reduce costs while maintaining a quality workforce. City government is a people business. We serve people's needs and wants with people. This is a good staff with dedicated people who enjoy their work. I am proud of them every day. After four years of pay freezes for all employees, the proposed budget does include a 2% pay increase for non-union employees.

ACKNOWLEDGEMENTS

The past year has been highlighted by numerous achievements resulting in both state and national recognition due to the fine work of employees and the cooperation between the City Council, City Administration, and the residents. I am proud to present the following list of accomplishments:

- Debra Schager, Secretary to the Director of Special Services was named Employee of the Year. Six others were named Outstanding Employees: Charmaine Kettler-Schmult, Community Development Special Projects Coordinator, Judy Laidlaw, Secretary to the Fire Chief; Shu-Fen Lin, Controller in the Finance Department; Kelly Monico, Senior Purchaser in the Central Services Department; Mark Saksewski, Traffic Engineer in the Public Services Department; and Gail Stith, Secretary to the City Manager.
- Officer Perry Edgell was named Police Officer of the Year.
- District Chief Matt Green was named Firefighter of the Year.
- The City received the Distinguished Budget Presentation Award from the Government Finance Officers' Association (GFOA) for the FY 2013/14 Budget. This is the 28th consecutive year the City has received the award.
- The City received a Certificate of Achievement of Excellence in Financial Reporting from the GFOA for the City's Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2013, which was the 15th consecutive year the City received this award.

I would like to personally thank all of the department heads for not only doing their usual excellent job of submitting reasonable and prudent budget requests, but also acknowledging the economic realities and uncertainties facing us and budgeting accordingly. We remain committed to the core values of health and safety for our residents and customers. Mindful of the current economic challenges, our eyes are also trained on the future of our fine City. I am proud of the team effort that went into producing this lean budget which holds down operating expenditure costs while maintaining core services. Thanks also to those who have worked hard on putting together this budget.

Corey Bartsch, Fire Chief
David Boyer, Assistant City Manager
Dave Gajda, Finance Director/Treasurer
Ed Gardiner, Director of Planning and Community Development
Nathan Geinzer, Assistant to the City Manager
Michael Lasley, Director of Central Services
Shu-Fen Lin, Controller
Gary Mekjian, Director of Public Services
Chuck Nebus, Police Chief
Kim Ried, Secretary to the Finance Director
Ellen Schnackel, Director of Special Services
Pam Smith, City Clerk



Steve Brock
City Manager

PS. The City's Annual Budget, Comprehensive Annual Financial Report (CAFR), and Citizen's Guide and Performance Dashboard are and have been available on the City's Website to provide transparent detailed data on the City's finances to the general public.

MID-TERM AND LONG-TERM GOALS

MID-TERM GOALS (1 to 5 years)

1. Provide high quality dependable public services.
2. Implement programs and activities to reduce costs, increase revenues, and add efficiencies.
3. Enhance the safety of the city's residents and businesses, as well as visitors to the community.
4. Provide forums that encourage active participation in our local community and government.
5. Expand and retain the existing business base and enhance commitment to the redevelopment of the maturing sections of the city.
6. Provide a wide array of artistic, cultural, and recreation programs and activities to meet the changing leisure needs of the community.
7. Be proactive in the legislative process at the State and Federal level by representing the interests of the city.
8. Maintain an educated staff and provide a safe and positive work environment.
9. Ensure compliance with all federal, state, and local laws in addition to the rules and requirements of other governing agencies and organizations.
10. Participate in sound management practices to protect and enhance the environment.
11. Maintain a strong City identity and citizen participation by enhancing communication with the public.

LONG-TERM GOALS (5 years or more)

12. Assure the continued vitality of Farmington Hills as a premier community by preserving the tax base, the infrastructure and quality of life.
13. Improve the livability of the city.
14. Preserve and strengthen city home rule to maintain local control of local issues.

The goals in each departmental budget directly link to the City-wide mid and long-term goals. This is demonstrated by the number(s) in parenthesis at the end of each departmental goal. Achievement of the Department goals and City-wide mid-term goals assist the City's progress in meeting its long-term strategic goals.

THE BUDGETING PROCESS

Budgeting is a financial plan for utilizing the City's available funds during a fiscal year to accomplish established goals and objectives. It also:

- A. Provides citizens with an understandable financial plan in which the welfare of the citizens may be enhanced or reduced in the budgeting process;
- B. Prioritizes goals that will provide for community needs;
- C. Defines the financial plan that will be used to achieve stated goals;
- D. Determines the level of taxation required.

The budget compiles the financial data needed to support Farmington Hills' decision making/ policy development process. The budget is based on City Council Goals, the Capital Improvements Program and other planning and programming documents, the City's financial policies, City Council direction, current revenue restraints and City Manager and departmental review of operations.

City Council uses the following planning documents to guide its short and long term budget decisions. Valuable information is gathered from these plans and the residents who serve on the various Boards and Commissions responsible for their creation.

The Master Plan for Future Land Use

Provides guidelines for decisions on how land will be used. The master plan is: 1) a long-range, comprehensive and general guide for the development of land; 2) a map of future land uses and the supporting documentation describing the details, and 3) the result of an orderly process of survey and study of the basic planning elements - land use, natural features, populations and community facilities; residential, recreation, commercial, office and industrial land needs and thoroughfares and streets to provide for vehicular movements within and through the city.

The Parks and Recreation Master Plan

Focuses on the needs of current and future residents of Farmington Hills in order to continue providing programs and services to improve their quality of life. The Master Plan: 1) includes public input regarding the current and future park and recreation needs of Farmington Hills residents; 2) provides the Parks and Recreation Commission, Special Services staff, and other community stakeholders with information to guide parks and recreation planning for the next years, and 3) represents the needs and desires of current Farmington Hills residents and projects the needs of future residents based upon growth trends and demographic information.

The Capital Improvements Plan

Plans for and guides needed capital improvements and expenditures in a fiscally sound manner and ensures that improvements are consistent with the goals and policies of the city and the expectations of residents. A capital project or expenditure must: 1) impact the City-at-large or address a major need within the City in some specific way, 2) represent a public facility, 3) represent a physical improvement, and 4) require the expenditure of at least \$25,000.

The Budget Process

The Economic Development Plan

Provides a framework for making sound decisions regarding the allocation of limited economic development resources. The mission is to: 1) maintain a healthy business climate, including the expansion of business in the international trade arena; 2) work cooperatively with the state, county, chamber of commerce, economic development corporation, schools, universities and others to provide basic business assistance to new and existing businesses in the community, and 3) strengthen and revitalize the economy by attracting and retaining quality jobs.

The Master Storm Drainage Plan

Provides the City with a plan and guide for the continued development of the city. The plan is flexible and allows and encourages the use of the natural open drainage system to its fullest.

LEGAL REQUIREMENTS

In addition to sound financial theory and principles, the City of Farmington Hills' budget process is governed by the City Charter and State Statutes of Michigan. "Article VI, General Finance" of the City Charter establishes July 1 through June 30 as the City's fiscal year and annual budget cycle for the City government.

Budget Document

The City Charter, approved by the electorate on May 8, 1973, and the State of Michigan Uniform Budgeting Act (Public Act 621 of 1978), which amended the Uniform Accounting Act of 1968 (Public Act 2 of 1968), mandates that the budget document present a complete financial plan for the ensuing fiscal year and contain the following:

- A. Estimates of all anticipated revenues of the City from all sources with comparative statement of actual amounts received from each or similar sources for the preceding fiscal year, the current fiscal budget, projected actuals for the current fiscal year and estimated amounts for the proposed budget year.
- B. Detailed estimates of all proposed expenditures for each department and office of the City showing expenditures for corresponding actual expenditures for the preceding fiscal year, budget amounts for the current fiscal year, projected actual expenditures for the current fiscal year and amount for the proposed fiscal year.
- C. Statement of estimated Fund Balance for the end of the current fiscal year.
- D. Statements of the bonded and other indebtedness of the City showing the debt redemption and interest requirements for the fiscal year and the amount of indebtedness outstanding at the end of the fiscal year.

The Budget Process

Budget Procedure

As required by the City Manager, each City Officer must submit to the City Manager an itemized estimate of expenditures for the next fiscal year for the department or activities under his/her direction. The City Manager then prepares a complete itemized budget proposal for the next fiscal year and must present it to City Council not later than the first regular meeting in May. Prior to the adoption of the budget, at the first regular meeting in June, a Public Hearing on the budget must be held to inform the public and solicit input and comments from the citizenry. At least one week prior to the Public Hearing on the budget, copies of the budget document are on file at the City Clerk's Office and the public libraries for the review and inspection by the citizens. A Public Notice, published in a newspaper of general circulation in the community, announces the time and place of the meeting and the availability of the budget document for review.

FY Budget

The budget process begins in January with the distribution of budget instructions and forms. Department requests are submitted by City officials in February. Departmental budget reviews are held with the City Manager, Finance Director and Department Heads. After revenue projections are prepared by the Finance Department, expenditure requests are reconciled by the City Manager and Finance Director to conform to revenue projections and a recommended budget is presented to City Council.

The City Council holds public study sessions with the City Manager, Finance Director and Department Heads, at which input from the public is received.

A Public Hearing to receive additional citizen input and comments is scheduled for May or June, after a public notice is published in the Farmington Observer. The Budget Document, including a schedule of all Study Session dates and the Public Hearing date is available for review by interested parties at the City Clerk's Office at City Hall and the two branches of the District Library. The Budget Document and Tax Rate are adopted in June, after the Public Hearing.

The final budget document evolving from the budget process consists of 13 major sections and contains the budget message, budget overview, budgets including revenue and expenditure estimates for the upcoming fiscal year for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, Component Units and the Budget Resolution.

The budget is constructed in compliance with the State Uniform Accounting Budgetary Act of 1968 (Public Act 22 of 1968), as amended, which categorizes elements of the accounting and budget system into Funds, Departments or categories, Reserves and Expenditures.

The operations of each fund are accounted for as a separate self-balancing set of accounts that consist of assets, liabilities, fund equity and appropriate revenues and expenditures.

Budget Appropriation and Amendments

The City budget is adopted by the City Council on an activity or function/department basis. The City Manager is authorized by Budget Resolution to make budgetary transfers within the appropriation centers established through the budget. However, all transfers between appropriation centers may be made only by further action by the City Council.

City Council may make additional appropriations during the fiscal year for unanticipated expenditures required by the City, but such additional appropriations shall not exceed the amount of actual and/or anticipated revenue and available fund balance as estimated in the budget unless the appropriations are necessary to relieve an emergency endangering the public health, safety or welfare. The Council may also reappropriate funds among appropriation centers. Council is apprised of the budget status through quarterly reports prepared by the Finance Department.

FY 2014/15 BUDGET CALENDAR

January 6, 2014	Distribution of budget instructions and forms to Department Directors
January 25, 2014	City Council Goal Setting Meeting
February 3, 2014	Departmental Budget Requests Submitted to Finance Department.
February 24 – 28, 2014	Finance Department Budget Review Meetings with Departments
March 10 – 21, 2014	City Manager Budget Review meetings with Departments and District Court on General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, and Component Units.
March 24-April 25, 2014	Budget Preparation
April 28, 2014	Transmittal of FY 2014/15 budget document to City Council.
April 29 – May 2, 2014	Budget review study sessions with City Council & direction to staff to publish public hearing notice.
May 2014	Public Notice of Public Hearing on FY 2014/15 proposed budget and tax rate.
June 9, 2014	Public Hearing and Adoption of FY 2014/15 budget and tax rate.

FINANCIAL POLICIES

GENERAL

All budgetary funds must be balanced. Total anticipated revenue plus appropriations from the beginning fund balance and reserves, in excess of prudent designations of fund balance and reserves, must equal total estimated expenditures for all funds.

The City will strive to establish and maintain an unassigned fund balance of 10-15% of the General Fund expenditures for the subsequent year to pay expenditures caused by unforeseen emergencies, cash shortfalls caused by revenue declines or delays and mitigate the need for short term borrowing.

General fund encumbrances outstanding at the fiscal year end will not be charged to the current year budget but assigned from fund balance and automatically be reappropriated in the new budget year and when paid charged to the new fiscal year.

All budgets shall be adopted on a basis consistent with generally accepted accounting principles promulgated by the Governmental Accounting Standards Board. Revenues are budgeted when they become measurable and available and expenditures are charged against the budget when they become measurable, a fund liability has been incurred and that liability will be liquidated with current resources.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the City conform to generally accepted accounting principles as applicable to governmental units. The following is a summary of the significant accounting policies:

FUND ACCOUNTING

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The various funds are grouped into generic fund types in two broad categories as follows:

BUDGETARY & GOVERNMENTAL FUNDS:

General Fund

The General Fund under GASB 34 has been identified as a major fund and contains the records of the ordinary activities of the City which are not accounted for in another fund. The fund contains appropriation for all operating departments of the city. City Council has broad discretionary powers over the utilization and financial resources of the General Fund. General Fund activities are financed by revenues from general property taxes, state-shared revenues and other sources.

Financial Policies

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of earmarked revenues or financing activities requiring separate accounting because of legal or regulatory provisions. The primary special revenue funds are the Major and Local Road Funds, and the Public Safety Millage Fund which have been identified by the criteria of GASB 34 as major funds. The dedicated Recreation Special Millage Fund is also a Special Revenue Fund.

Debt Service Funds

Debt Service Funds are used to account for the annual payment of principal, interest and expenses in connection with certain long-term debt other than enterprise fund bonds payable. The Special Assessment Fund has been identified as a major fund by the criteria of GASB 34.

Capital Projects Funds

Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities or outlays, other than those of proprietary enterprise funds. The Capital Improvement Fund has been identified as a major fund by the criteria of GASB 34 and is used to account for the development of capital facilities other than those for Roads, Utilities and Parks & Recreation.

Enterprise Funds

An Enterprise Fund is established when the intention is that the costs of providing goods or services is financed or recovered primarily through user charges. Enterprise Funds include the Water & Sewer Funds, which are included as a Financial Plan in the Supplemental Information section of this document.

COMPONENT UNITS:

Component Units are legally separate entities for which the City is financially accountable. The Brownfield Redevelopment Authority is a Component Unit of the City created to facilitate the implementation of plans for the identification, treatment and revitalization of environmentally distressed areas within the City designated as Brownfield Redevelopment Zones. The Corridor Improvement Authority Fund is a Component Unit of the City created to correct and prevent deterioration in business districts, encourage historic preservation, and promote economic growth.

FIDUCIARY FUNDS:

Trust and Agency Funds

Trust and Agency Funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, organizations, other governments or other funds. These include the Retirement System and Agency Funds. The Retirement System is accounted for in the same manner as a proprietary fund. Agency Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The financial activity of the Agency Funds is limited to collection of amounts which are subsequently returned or paid to third parties and, accordingly, are limited to cash transactions.

BASIS OF ACCOUNTING

The budgets of General Governmental Funds are prepared on the modified accrual basis of accounting. Under this method, the City recognizes revenue when it becomes both measurable and available to finance current City operations. Expenditures are recorded when the related fund liabilities are incurred, except principal and interest on general obligation long-term debt, which are recorded when due. Modifications in such method from the accrual basis are as follows:

- A) Property taxes and other revenue that are both measurable and available for use to finance operations of the City are recorded as revenue when received.
- B) Interest on bonded indebtedness and other long-term debt is not recorded as an expenditure until its due date.
- C) Payments for inventorable types of supplies are recorded as expenditures at the time of purchase.
- D) Normally, expenditures are not divided between years by the recording of prepaid expenses.

Enterprise, and non-expendable Trust and Pension Trust Fund are prepared on the full accrual basis. Under this method, revenues are recognized when earned and expenses are recognized when incurred.

CAPITAL ASSETS

Capital assets used in governmental fund type operations are recorded as expenditures at the time of purchase. All capital assets are recorded at cost, or if donated, at their estimated fair value on the date donated.

WATER AND SEWER SYSTEMS

Oakland County operates the City's water and sewer systems by contract. Periodically, the County transfers the net revenues to the City, which deposits them in the Water & Sewer Fund.

INVESTMENTS

Investments are recorded at cost, which approximates market value.

Financial Policies

ELIMINATIONS

The total data presented is the aggregate of the fund types. No consolidating or other eliminations were made in arriving at the totals; therefore, they do not present consolidated information.

LEASE-PURCHASE CONTRACTS

The City is involved in the purchase by lease contracts of a Department of Public Service Maintenance Building, Fire Station No. 2 and the 47th District Court Facility from the City of Farmington Hills Building Authority, a City-created and directed authority, whose sole business activity is acquiring and leasing property to the City. Building Authority operations consist of the issuance and repayment of debt and the construction of facilities, all of which are reported in the appropriate City funds. The financial statements of the City of Farmington Hills Building Authority are consolidated with the financial statements of the City as follows:

- A) The assets of the Building Authority held for payment of outstanding bond issues are reported in the Debt Service Funds.
- B) Construction activities are recorded in a Capital Projects Fund.
- C) Fixed assets (completed construction projects) of the Building Authority are reported in the Capital Assets.
- D) Remaining amounts due on bonds issued by the Building Authority are reported in the non-current liabilities.

CAPITAL IMPROVEMENT BUDGET POLICIES

The City will, annually, prepare and update a Six Year Capital Improvement Program. This Program will contain projects and equipment costs in excess of \$25,000. Total project cost and sources of funding, along with project descriptions, will be outlined in the Capital Improvement Program. Areas included in the Program will be: drainage, sanitary sewers and watermains, public facilities, sidewalks, transportation, equipment and parks and recreation facilities.

The purpose of this Six Year Program is to facilitate the orderly planning and infrastructure improvements, maintain, preserve and protect the City's existing infrastructure system and provide for the scheduled replacement of equipment and acquisition of new equipment to insure the efficient delivery of services to the community.

In addition to the Six Year Capital Improvement Program the City will prepare a Capital Improvement Budget, which will implement to the extent of available resources, the first year of the Capital Improvement Program.

FINANCIAL REPORTING & AUDITING POLICIES

In accordance with Section 6.10 of the City Charter, an independent audit of all City funds will be conducted annually by a Certified Public Accounting Firm.

The Comprehensive Annual Financial Report (CAFR) shall be subject to the annual audit. The annual audit will be conducted in accordance with generally accepted auditing standards. The scope and procedures of the audit will be in conformance with the "Engagement Letter" signed by the City and the auditors. The City fully complied with the Governmental Accounting Standards Board Pronouncement 34 in the most recent audits. The basis for budgeting follows the same basis as the audited financial statements.

While the City's annual audit includes the Water & Sewer Fund and Pension Funds, the annual budget does not include the Water & Sewer Fund and Pension Funds.

The City will establish and maintain a high standard of accounting practices. Accounting standards will conform to generally accepted accounting principles as established by the Governmental Accounting Standards Board.

The Finance Department will maintain a system of internal controls to safeguard the City's assets and insure accurate and timely accounting, reporting and disclosure.

The Finance Department will prepare monthly budget and financial reports for internal management purposes. In addition to financial audits, every five years, the City will conduct a Managerial Audit. These audits will be conducted by an independent consultant or consultants chosen by City Council, who will determine the scope of the audit and the nature of the report to be presented to City Council.

As previously stated, the City has developed a Financial Dashboard to enhance the transparency of its financial reporting.

CASH AND INVESTMENT POLICIES

On November 16, 1998, the City Council adopted an extensive Investment Policy for all the funds of the City, excluding Employee Pension Assets. This Policy has been amended as recently as January 23, 2012. The Policy stresses legal compliance with Public Act 20 of 1943 as amended by Public Act 196 of 1997 as to type of investments permitted, which include certificates of deposits, treasury bills, obligations of U.S. Government agencies, notes, bonds, commercial paper (two highest rating), repurchase agreements, bankers acceptances, pools or mutual funds with legal investments and full faith and credit U.S. agency paper.

The investment objective of the City is "S.L.Y.," Safety, Liquidity and Yield.

The City has received certification from the Municipal Treasurer's Association of the United States and Canada, certifying that the City's Investment Policy meets the standards established by that body.

Financial Policies

The document covers the following areas and topics:

- A) Objectives
- B) Combining of funds/prorating of interest among funds.
- C) Delegation of authority (employees authorized to place investments).
- D) Prudence - Prudent Person Principle
- E) Ethics and Conflict of Interest
- F) Internal Control
- G) Reports and Accounting
- H) Diversification of percentages of portfolio allowed for each type of investment maturity schedule and financial institution.
- I) Criteria for selecting banks and dealers.
- J) Safekeeping, custody, investment procedure and internal control
- K) Glossary of terms

DEBT MANAGEMENT POLICY

The City will limit short term borrowing to cover cash flow shortages through the issuance of tax anticipation notes. The issuance of long-term debt will be limited to capital improvements or projects that cannot be financed from current revenues or resources. For purposes of this policy, current resources are defined as that portion of fund balance in excess of required reserves.

The maturity of the bond issues will not exceed the useful life of the capital improvement project. Long term bonding will be considered when future citizens will receive a benefit from the improvement. The City's Statement of Legal Debt Margin calculation is located in the Debt Service Fund Section of this Budget Document.

The City will limit its general obligation long term debt to 10% of the City's State Equalized Value (Assessed Value), excluding the following bonds from the limitation:

- A) Special Assessment Bonds
- B) Mortgage Bonds
- C) Transportation Fund Bonds

Financial Policies

- D) Revenue Bonds
- E) Bonds issued, or contract or assessment obligations, incurred to comply with an order of the Water Resources Commission or a court of competent jurisdiction
- F) Other obligations incurred for water supply, sewage, drainage or refuse disposal projects necessary to protect the public health by abating pollution
- G) Bonds issued for the construction, improvement or replacement of a combined sewer overflow abatement facility
- H) Bonds issued to pay premiums or establish self insurance contracts in accordance with Act 202, Public Acts of Michigan, 1943, as amended

All other bonds are not subject to financial limitations.

The City will maintain communications and relations with bond rating agencies and endeavor to improve or maintain its current bond rating annually.

TAX ABATEMENT POLICY

On February 9, 1998, the City Council adopted a Tax Abatement Policy. The Policy was revised on February 28, 2000 and again on July 28, 2003.

Criteria with which a business must comply in order for City Council to consider an Industrial Development District Tax Abatement Proposal

1. The abatement must include funding from a State or Federal program, unless the project is for redevelopment or rehabilitation or for new personal property only (if the new personal property request creates or retains new jobs within the City of Farmington Hills).
2. The tax abatement will not cause a negative impact on local tax revenues.
3. The business qualifying for an Industrial Development District Tax Abatement must remain within the City of Farmington Hills for twice the length of the tax abatement period and if a move out of the community should occur, the business shall repay the entire amount of the abatement and it shall be a lien on the property until paid.

PURCHASING POLICIES

On March 26, 2012, the City Council adopted a Resolution establishing the amended City Purchasing Policies and Procedures. These Policies comply with Section 9.12 of the City Charter authorizing the City Council to establish Purchasing Policies and require sealed bids to authorize all awards for goods and services over \$10,000. The Policy provides for a centralized purchasing system administered by the City's Director of Central Services, who reports to the City Manager.

Financial Policies

All goods and services aggregating in excess of \$10,000 in a fiscal year are formally bid, which is in writing, sealed and submitted in accordance with written specifications and opened at a public bid opening. Bid awards exceeding \$10,000 are reviewed and approved by City Council. Purchase orders from \$3,000 - \$10,000 are approved by the City Manager after receipt of three written quotations. Items under \$3,000 are awarded by the Director of Central Services after solicitation of three verbal quotations.

The Policy also provides for procurement in cases of emergency situations threatening public health, welfare and safety, subject to after the fact review of the basis of the emergency and the selection of the particular vendor to be placed in the purchasing file.

The 12-page Policy Document and 17-page Procedures Document cover topics such as:

- A) Organization and Authority
 - 1) Role of the City Council
 - 2) Role of the City Manager
 - 3) Role of the Director of Central Services
- B) Standards of Conduct
- C) Policy Amendment Procedures
- D) Bid specification preparation, bidding procedures, bid opening, bid awards, correction of bids
- E) Rules against subdivision to avoid sealed bid and Council award procedures
- F) Procurement of professional services

REVENUE POLICIES

The City will strive to maintain diversified, stable sources of revenues to protect essential service delivery from short-term fluctuations in any one source.

The City will maintain sound appraisal procedures and practices to reflect current property values.

The City will minimize the impact of property tax financing for city services by seeking alternative financing such as grants, user fees, and upgrading/enhancing the property tax base.

The City will project its annual revenues based on historical data, county, state and national economics and new statutes.

The City will finance essential City services that have a city-wide benefit from revenue sources generated from a broad base, such as property taxes and state shared revenues.

The City will review fee structures to charge the cost of service to the benefiting property owners and customers serviced, while being sensitive to the needs of low-income individuals.

The City will make all current expenditures with current revenues, avoiding procedures that balance current budgets by postponing needed expenditures, accruing future revenues, or rolling over short-term debt.

FINANCIAL POLICY BENCHMARKS

Financial Policy Benchmarks

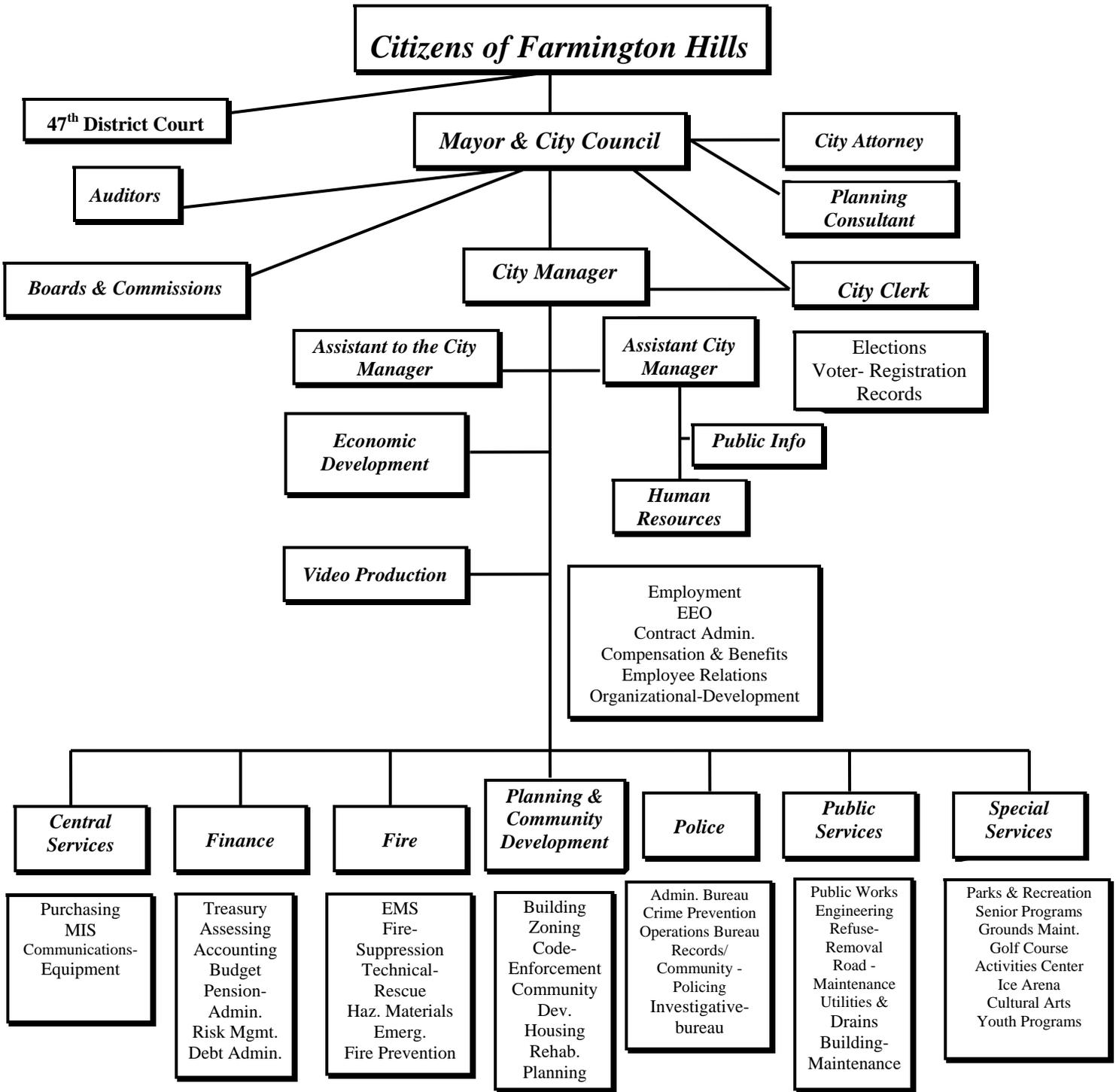
Status

<p><u>Fund Balance</u> Unassigned General Fund – fund balance = 10% - 15% of General Fund Expenditures + Transfers-out.</p>	<p><u>Fund Balance</u> Unassigned General Fund - fund balance = 22% of Expenditures + Transfers-out (2013 audit).</p>
<p><u>Accounting, Auditing, Financial Reporting Policy</u> Produce Comprehensive Annual Financial Report in accordance with GAAP.</p>	<p><u>Accounting, Auditing, Financial Reporting Policy</u> Certificate of Achievement for Excellence in Financial Reporting received June 2013.</p>
<p><u>Revenue Policy</u> Maintain a diversified and stable taxable revenue base.</p>	<p><u>Revenue Policy</u> 2014 Tax base comprised of: Residential 68% Non residential 32%</p>
<p>Maintain sound appraisal procedures and practices to reflect accurate property rates.</p>	<p>Equalization factor of 1.</p>
<p><u>Investment Policy</u> Analyze market conditions to maximize yields while maintaining the integrity and safety of principal.</p>	<p><u>Investment Policy</u> The City’s average rate of return on investments routinely exceeds the benchmark 3-month Treasury Bill Rate and the Fed Funds Rate.</p>
<p><u>Debt Policy</u> Maturity of bond issues will not exceed useful life of capital improvements they finance.</p>	<p><u>Debt Policy</u> No bond issue has a maturity schedule beyond 25 years.</p>
<p>Maintain a sound relationship with major bond rating agencies and an investment grade bond rating.</p>	<p>Moody’s rating: Aa1 Standard & Poors rating: AAA</p>

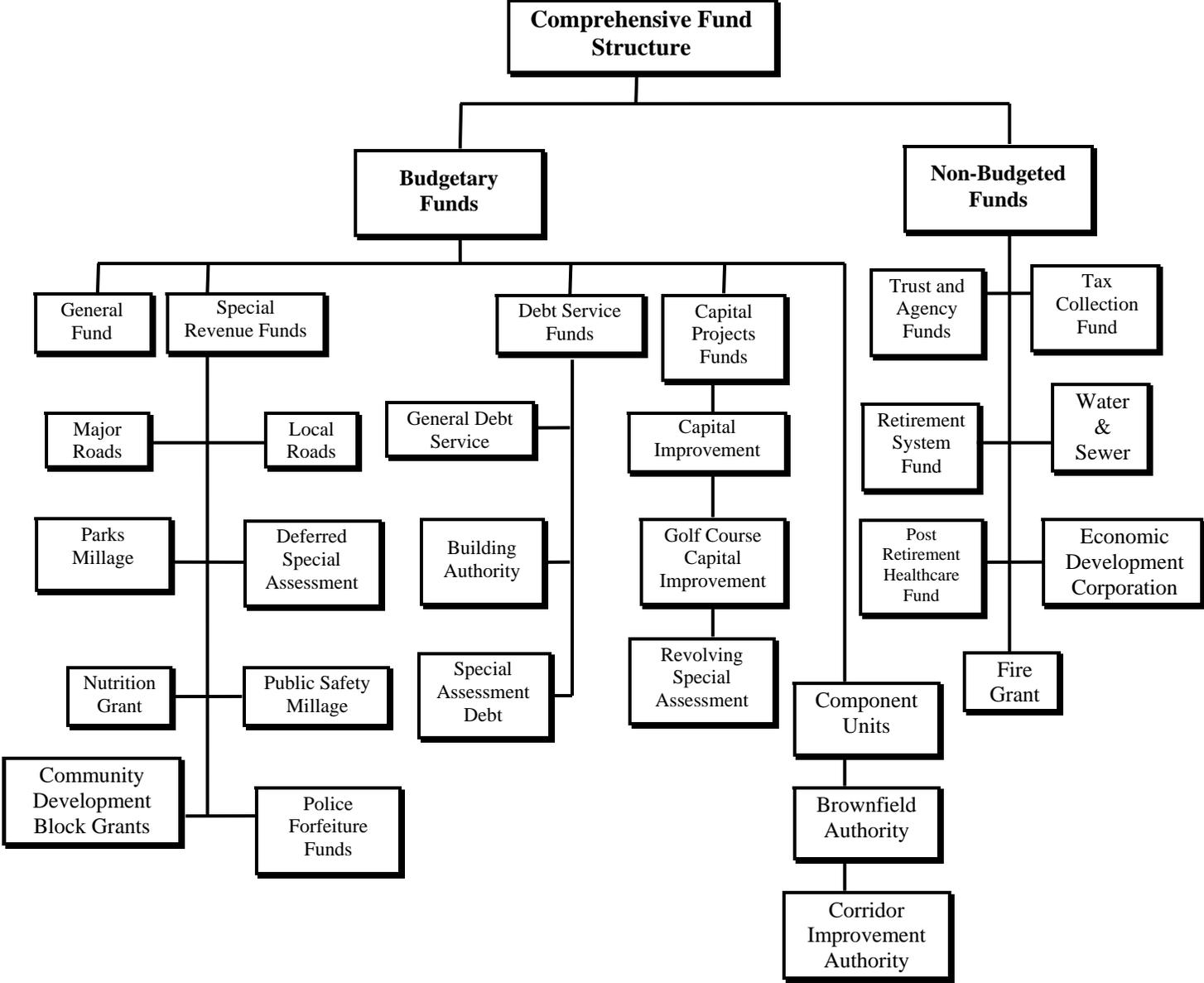
FINANCIAL POLICY BENCHMARKS (Continued)

<u>Financial Policy Benchmarks</u>	<u>Status</u>
<u>Capital Improvement Policy</u> Maintain long range pre-planning of capital improvements and infrastructure.	<u>Capital Improvement Policy</u> The Planning Commission annually prepares a six-year Capital Improvement Plan.
Implement annually capital improvements in accordance with an adopted six-year capital improvement program within revenue restraints.	Capital Improvements budgeted in 14/15: Drainage: \$ 498,500 Sidewalks: \$ 505,000 Equipment: \$ 2,159,428 Public Facilities \$ 843,000
<u>Financial Policy</u> Place emphasis on areas of long-term importance such as, employee relations, automation, and technology improvements.	<u>Financial Policy</u> Funding for City-wide technology ensures a reliable network and funding for employee development maintains positive employee relations.
Produce a budget document that is a policy tool, a public information document, a financial control mechanism and a management tool.	Received “Distinguished” Budget Presentation award for the past 28 years.
Integrate performance measurement and productivity indicators in the budget.	Continue to update budget document with performance measures including output and efficiency.
All budgetary funds must be balanced.	The budget is balanced – estimated revenue and available fund balance are equal to or greater than estimated expenditures.
Maintain adequate level of funding for employee retirement systems.	Pension benefit: Post retirement 83% funded Healthcare 73% funded
Enhance the property tax base.	2013 Community investment: Residential: 75 new units valued at \$25.5 million. \$13.9 million in improvements / additions to existing units. Commercial New, Additions & Improvements: \$37.9 million.

CITY OF FARMINGTON HILLS



CITY OF FARMINGTON HILLS FINANCIAL ORGANIZATION STRUCTURE



Descriptions for each Budgeted Fund are contained behind each Fund category tab.

FULL-TIME EMPLOYEE STATISTICS

	FY	FY	FY	FY 2014-2015		
	11-12	12-13	13-14	Part Time		
	Full Time	Full Time	Full Time	Full Time	FTE*	Total
City Administration	5	5	5	5	1.00	6.00
Public Information	4	4	4	4	0.00	4.00
Finance Department	17	18	18	19	1.00	20.00
City Clerk	5	6	6	6	0.31	6.31
Human Resources	4	4	4	4	0.00	4.00
Central Services	9	9	9	9	0.40	9.40
Police Department	136	140	140	141	12.88	153.88
Fire Department	45	48	51	51	42.63	93.63
Planning & Community Development	18	18	18	18	0.00	18.00
Public Services - Administration	4	4	4	4	0.00	4.00
Road Maintenance	19	19	19	20	3.46	23.46
Building Maintenance	4	4	4	4	0.00	4.00
Engineering	13	13	13	13	2.31	15.31
D.P.W. Garage	10	10	10	11	1.00	12.00
Waste Collection/Recycling	0	0	1	1	0.00	1.00
Special Services Administration	11	11	11	11	9.98	20.98
Youth and Families Division	1	1	1	1	7.00	8.00
Senior Adults	5	5	5	5	22.53	27.53
Parks Division	8	8	9	9	15.87	24.87
Cultural Arts	2	2	2	2	1.40	3.40
Golf Course Division	2	2	2	2	11.01	13.01
Ice Arena	3	3	3	3	11.13	14.13
TOTAL	325	334	339	343.00	143.91	486.91

FULL TIME EMPLOYEE STATISTICS SUMMARY

	11-12	12-13	13-14	14-15
FULL TIME	325.00	334.00	339.00	343.00
FTE	131.91	136.34	143.83	143.91
TOTAL FULL TIME AND FTE	456.91	470.34	482.83	486.91

The number of full-time employees will increase by 4 in FY 2014/15, by adding one Accountant position in the Finance Department, one Maintenance Supervisor position in the DPS Road Maintenance Division, one Auto Mechanic II position in the DPS Maintenance Facility Division, and one additional position netted after some staffing changes in the Police Department.

*FTE (Full Time Equivalent) Represents part-time employee hours divided by 2080.

BUDGET OVERVIEW

The City's General Fund accounts for 58.42% or \$52,711,431 of the total expenditure budget, including inter-fund transfers. City resources for all the City's operating departments are financed through the General Fund. The City Council has wide discretionary power over the financial resources attributable to this Fund. Detailed revenue and expenditures by Fund and revenue by source and expenditures by type are portrayed in schedules and graphs within this section as well as their percentage share of the total financial picture. The composition of the Fund category expenditures in the budget document including other financing uses (transfers out) are:

Fund Category	Budget	Percentage
General	\$52,711,431	58.42%
Special Revenue	25,615,030	28.39%
Debt Service	6,852,824	7.59%
Capital Projects	4,562,778	5.06%
Component Units	492,000	0.55%
Total	\$90,234,063	100.00%

The most important decision made annually by City Council is the establishment of the fiscal year tax rate levy and the allocation of this rate among the property tax supported Funds. The Tax Rate Millage for FY 2014/15 and the last four fiscal years and the taxable value for FY 2014/15 are outlined below:

Advalorem Taxable Value (subject to City taxation)* = \$3,051,369,420

Millage Type	Actual Tax Rate FY 2010/11	Actual Tax Rate FY 2011/12	Actual Tax Rate FY 2012/13	Actual Tax Rate FY 2013/14	Proposed Tax Rate FY 2014/15
Operations	6.3279	7.2148	6.6396	6.7084	6.5206
Capital	0.4800	0.2400	0.7467	0.6163	0.7986
Debt Service	0.6481	0.5012	0.5697	0.6313	0.6368
Total Charter Operating Millage**	7.4560	7.9560	7.9560	7.9560	7.9560
Refuse Removal	0.6010	0.6822	0.7138	0.7168	0.7436
Economic Development	0.0000	0.0152	0.0162	0.0164	0.0164
Voted Parks	0.4882	0.4882	0.4882	0.4882	0.4882
Voted Public Safety	1.4764	1.4764	3.1764	3.1764	3.1764
Total Voted Millage	1.9646	1.9646	3.6646	3.6646	3.6646
Total City Millage	10.0216	10.6180	12.3506	12.3538	12.3806

* Less Taxable Value on Renaissance Zone Property.

** Subject to Headlee Capped Charter Maximum of 8.4252 Mills.

2014 TAXABLE VALUE ANALYSIS BY CLASS

CLASS	Original 2013 Taxable	Net New	Adjustment	Original 2014 Taxable	% of Taxable Adjustment	% of Taxable Roll
COMMERCIAL	683,545,680	(339,084)	(28,350,646)	654,855,950	-4.15%	21.44%
INDUSTRIAL	92,935,440	422,530	(976,440)	92,381,530	-1.05%	3.02%
RESIDENTIAL	2,019,538,140	9,999,934	41,570,396	2,071,108,470	2.06%	67.81%
REAL PROPERTY	2,796,019,260	10,083,380	12,243,310	2,818,345,950	0.44%	92.28%
PERSONAL	247,268,750	(1,845,070)	(9,709,520)	235,714,160	-3.93%	7.72%
GRAND TOTAL	3,043,288,010	8,238,310	2,533,790	3,054,060,110	0.08%	100.00%
GRAND TOTAL*	3,043,288,010	8,238,310	2,533,790	3,054,060,110	0.35%	100.00%

* Including Net New.

**ANALYSIS OF TAX SAVINGS FROM
TAXABLE VALUE (T.V.) VERSUS S.E.V.***

	2014 S.E.V.	2014 TAXABLE	S.E.V. TO T.V. REDUCTION
COMMERCIAL	665,084,070	654,855,950	10,228,120
INDUSTRIAL	93,533,590	92,381,530	1,152,060
RESIDENTIAL	2,263,859,570	2,071,108,470	192,751,100
REAL PROPERTY	3,022,477,230	2,818,345,950	204,131,280
PERSONAL	235,714,160	235,714,160	-
GRAND TOTAL	3,258,191,390	3,054,060,110	204,131,280

Property taxpayer savings (using 2013 millage rates) are:

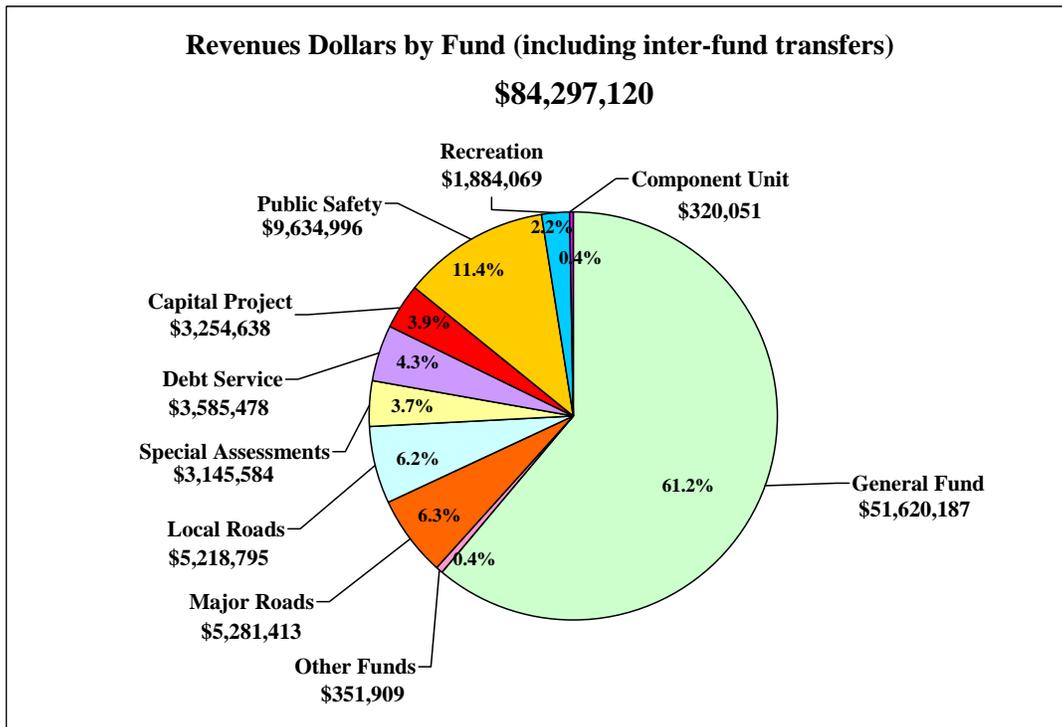
City Taxes at 12.3538 mills	\$ 2,521,797
Total Taxes at 43.4429 mills **	\$ 8,868,055

*S.E.V. - State Equalized Value (50% of Fair Market Value)

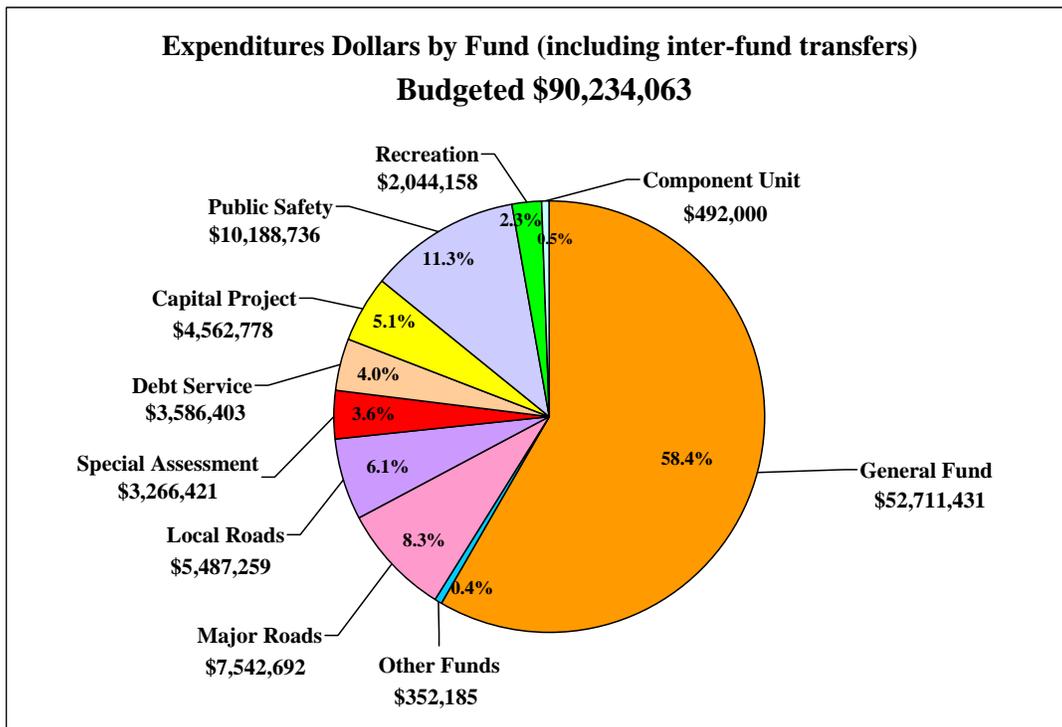
**2013 Farmington Schools Homestead tax rate

Pursuant to Michigan Law, property taxes are levied against Taxable Value, which is capped at the rate of inflation until the property is transferred. State Equalized Value represents 50% of market value and was the basis for the property tax levy until Proposal A was adopted in 1994.

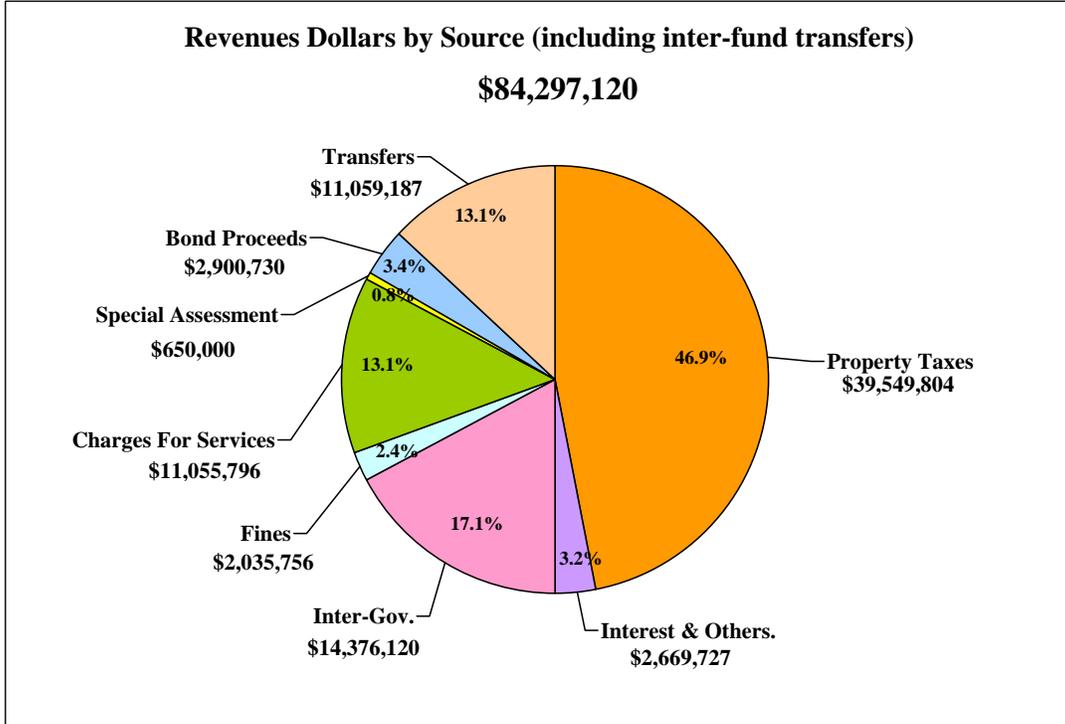
SUMMARY OF BUDGETARY FUNDS BY FUND TYPE FY 2014-15



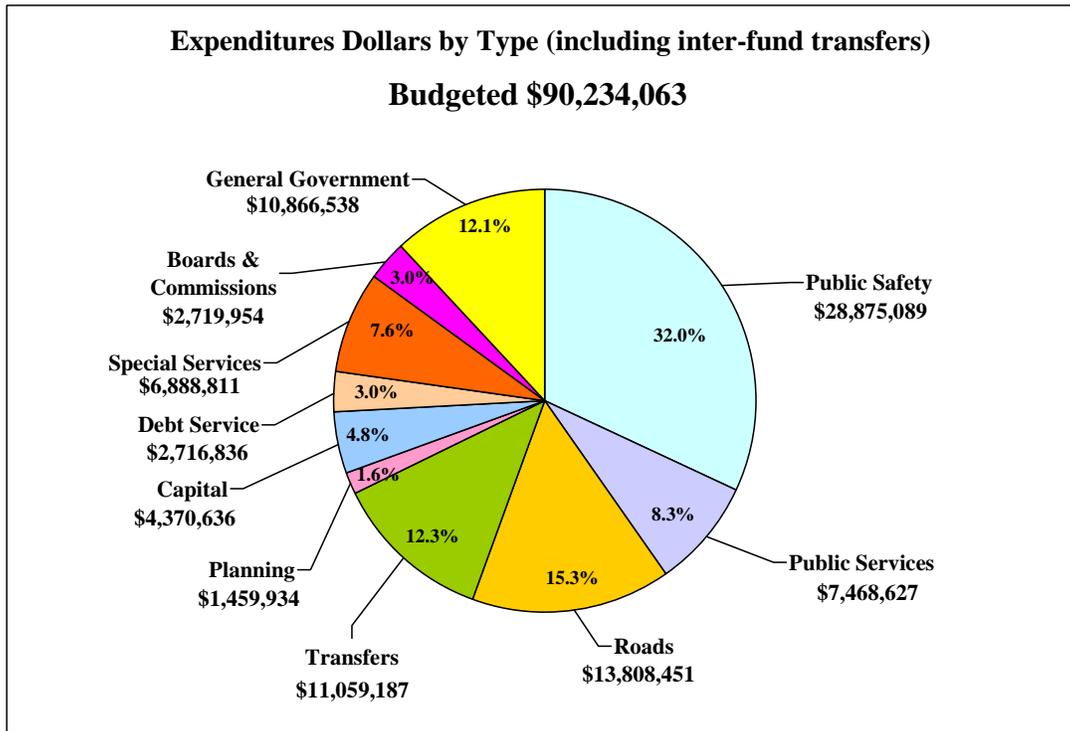
Variiances between revenues and expenditures are appropriations to and from Fund Balance.



**SUMMARY OF BUDGETARY FUNDS
BY REVENUE SOURCE AND EXPENDITURE TYPE
FY 2014/15**



Variance between revenues and expenditures are appropriations to and from Fund Balances.



CONSOLIDATED BUDGET SUMMARY
FISCAL YEAR ENDING 6/30/15

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Component Units	Total Funds
FUND BALANCE AT JULY 1, 2014	23,175,765	7,440,470	2,104,849	2,735,847	531,919	35,988,850
REVENUES						
Property Taxes	28,175,226	11,109,857	0	0	264,721	39,549,804
Intergovernmental	6,783,089	7,336,638	231,393	0	25,000	14,376,120
Charges for Service	11,055,796	0	0	0	0	11,055,796
Special Assessment	0	0	650,000	0	0	650,000
Interest Income	143,000	8,525	175,350	3,420	330	330,625
Fines and Forfeitures	2,035,756	0	0	0	0	2,035,756
Other/Miscellaneous	2,110,470	192,932	0	35,700	0	2,339,102
Total Revenues	50,303,337	18,647,952	1,056,743	39,120	290,051	70,337,203
EXPENDITURES						
Boards and Commissions	2,719,954	0	0	0	0	2,719,954
General Government	10,866,538	0	0	0	0	10,866,538
Public Safety	18,717,803	10,157,286	0	0	0	28,875,089
Planning, Commun. & Econ. Dev.	1,459,934	0	0	0	0	1,459,934
Public Services	7,468,627	0	0	0	0	7,468,627
Special Services	6,888,811	0	0	0	0	6,888,811
Highways and Streets	0	12,804,951	0	1,003,500	0	13,808,451
Land Acquisition, Capital Improvements and Other	0	817,033	36,625	3,033,978	483,000	4,370,636
Debt Service Principal	0	0	2,137,784	0	0	2,137,784
Debt Service Interest	0	0	579,052	0	0	579,052
Total Expenditures	48,121,667	23,779,270	2,753,461	4,037,478	483,000	79,174,876
Revenues over/(under) Expenditures	2,181,669	(5,131,318)	(1,696,718)	(3,998,358)	(192,949)	(8,837,673)
OTHER FINANCING SOURCES AND USES						
Proceeds from Bond Sale	0	580,146	2,320,584	0	0	2,900,730
Transfers In	1,316,850	3,143,084	3,353,735	3,215,518	30,000	11,059,187
Transfers Out	(4,589,764)	(1,835,760)	(4,099,363)	(525,300)	(9,000)	(11,059,187)
Total	(3,272,914)	1,887,470	1,574,956	2,690,218	21,000	2,900,730
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(1,091,245)	(3,243,848)	(121,762)	(1,308,140)	(171,949)	(5,936,943)
FUND BALANCE AT JUNE 30, 2015	22,084,520	4,196,621	1,983,086	1,427,707	359,970	30,051,907

<h2 style="margin: 0;">Schedule of Interfund Transfers</h2> <h3 style="margin: 0;">FY 2014/15</h3>
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Fund Transfer From	Fund Transfer To	Amount
General Fund	Capital Improvement Fund	2,436,707 (3)
	Golf Course Capital Improvement Fund	29,952 (3)
	Major Road Fund	75,000 (1)
	Local Road Fund	75,000 (1)
	General Debt Service Fund	1,943,105 (2)
	Corridor Improvement Authority Fund	30,000 (1)
	Total General Fund	4,589,764
Major Road Fund	Local Road Fund	225,000 (4)
Special Assessment Revolving Fund	Local Road Fund	89,500 (3)
	Special Assessment Fund	358,000 (5)
	General Debt Service Fund	77,800 (2)
	Total S.A. Revolving Fund	525,300
Parks Millage Fund	General Fund	1,307,850 (1)
	General Debt Service Fund	150,000 (2)
	Total Parks Millage Fund	1,457,850
Community Development Block Grant Fund	Capital Improvement Fund	152,910 (3)
General Debt Service Fund	Building Authority Fund	1,182,830 (2)
Special Assessment Fund	Local Road Fund	2,678,584 (5)
	Special Assessment Revolving Fund	237,949 (6)
	Total Special Assessment Fund	2,916,533
Brownfield Redevelopment Authority Fund	General Fund	9,000 (1)
	Total Interfund Transfers	11,059,187

- (1) Transfer of discretionary funds to be used for the benefit of the community.
- (2) Transfer for debt service payments.
- (3) Transfer for Capital improvements.
- (4) Allowable transfer under Act 51.
- (5) Transfer for Special Assessment Projects.
- (6) Transfer to repay interfund loan.

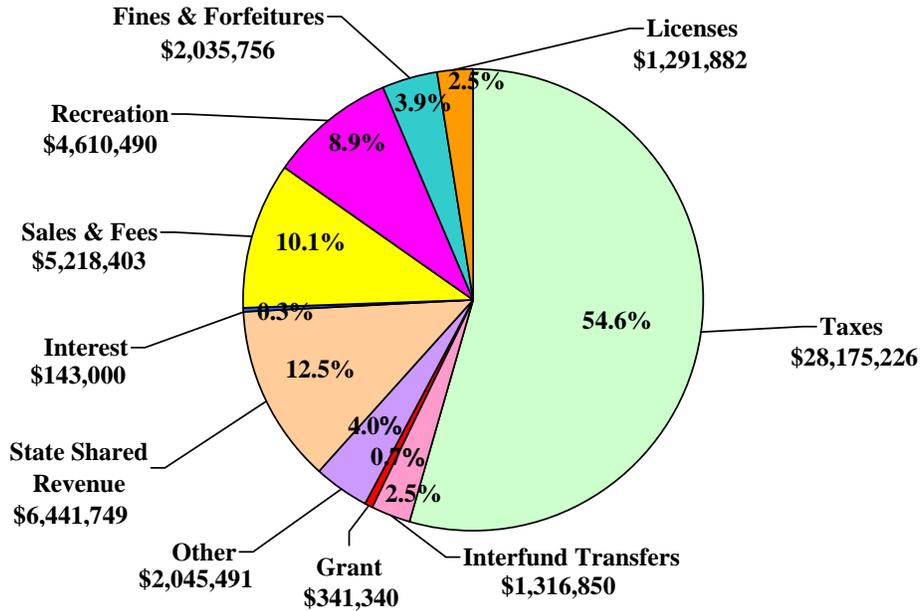
GENERAL FUND

The City's General Fund contains the budgetary and financial controls for all the City's activities and functions which are not accounted for in other specialized funds, which contain restrictions on the usage of the Fund's assets, mandated by City Charter, State Statute or bond covenants. This Fund contains budgets for all the Operating Departments of the City. A vast variety of revenues such as general property taxes, license fees, court revenues, permits, recreation user charges, investment income, service fees, State Shared Revenues and grants provide the economic resources for the operation of this Fund. City Council has broad discretionary powers over the utilization of financial resources of the General Fund.

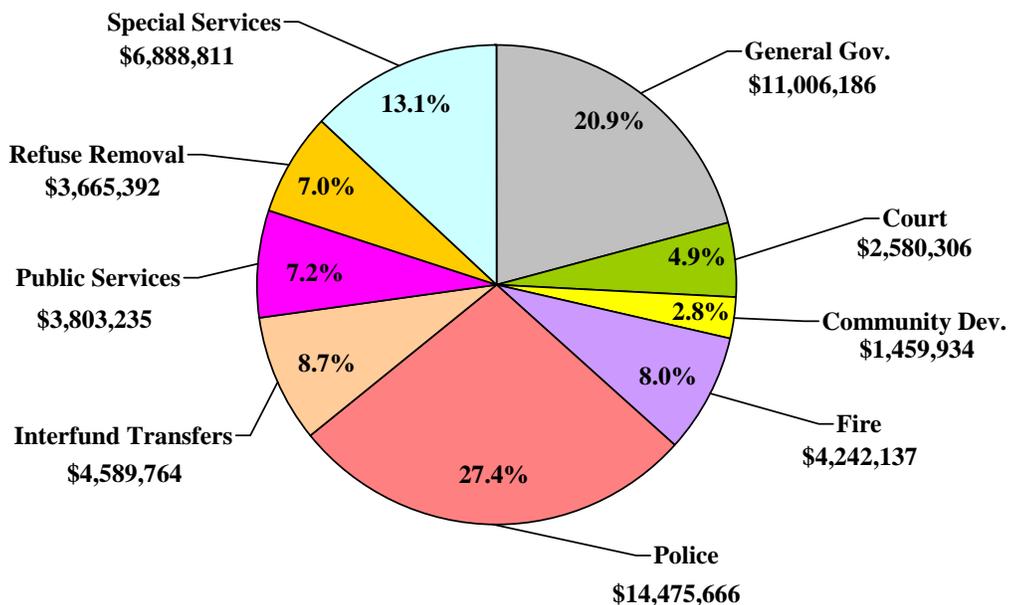


GENERAL FUND FY 2014/15

**Total General Fund Revenues and Transfers In
Budgeted \$51,620,187**

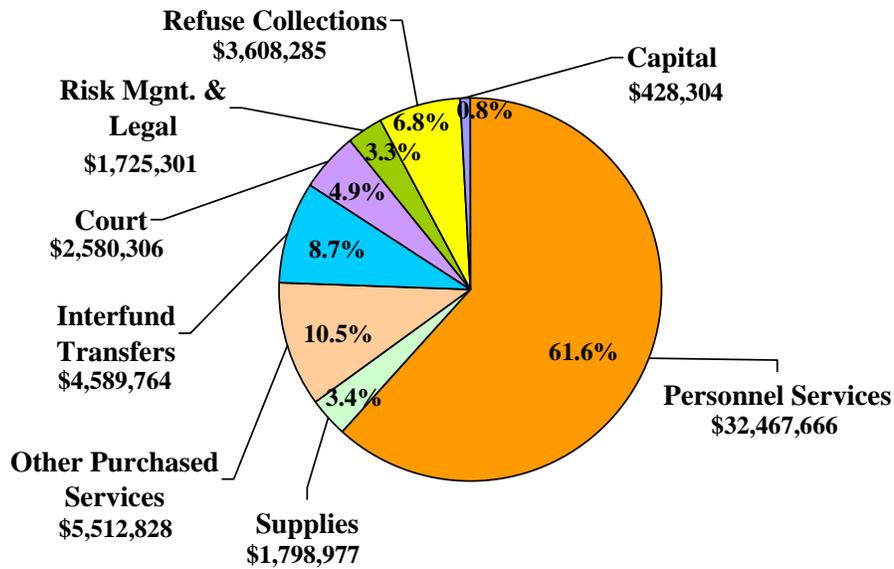


**Total General Fund Expenditures and Transfers Out
Budgeted \$52,711,431**



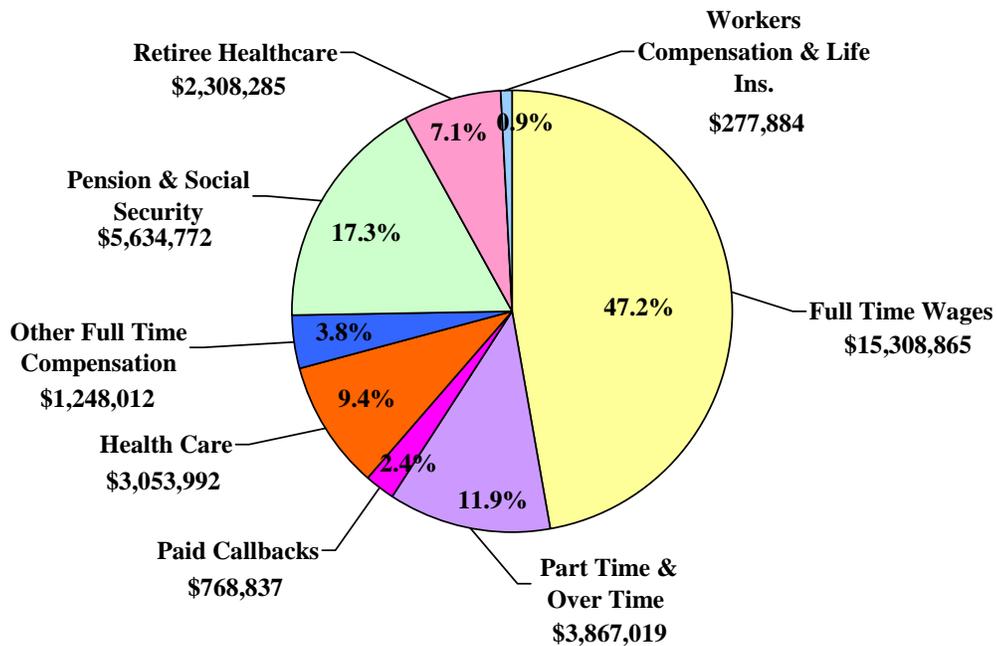
General Fund Expenditures by Classification

Budgeted \$52,711,431



General Fund Personnel Services

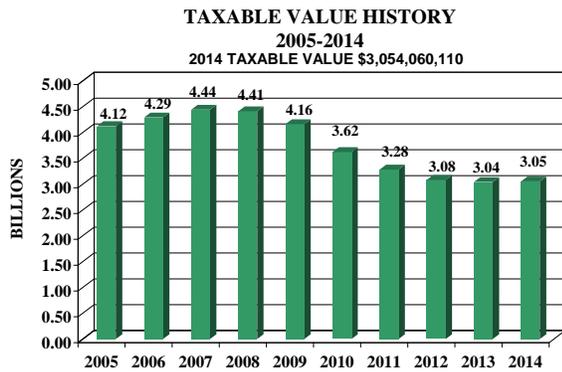
Budgeted \$32,467,666



GENERAL FUND REVENUE ANALYSIS

City Property Taxes

The Major Source of Revenue for the General, Public Safety Millage, General Debt Service, Capital Improvement, Park Millage, and Brownfield Redevelopment Authority Funds is generated by City Property Taxes. These taxes are levied on both real and personal property within the community. Real property is categorized in three major classifications: residential, commercial, and industrial parcels.



With the implementation of a State Constitutional Amendment commonly known as “Proposal A” (approved by the State electorate in 1994), increases in Taxable Value of individual parcels are limited to the Consumer Price Index or 5%, whichever is lower. This applies to all parcels that do not transfer ownership. Properties which change ownership or where new additions or construction takes place can be assessed at 50% of Fair Market Value.

Property Taxes are the function of two variables: Taxable Value and Tax Rate. The Total Taxable Value (less Renaissance Zone) multiplied by the Tax Rate allocated to the General Fund will calculate the total property tax for the General Fund.

Property Taxes represent 54.5% of the General Fund Revenue, up from 54.2% just one year ago. The proposed General Operating Millage (\$1 per \$1,000 of Taxable Value) is 7.956, which covers operations, debt service and capital outlays. The Taxable Value of \$3,054,060,110 for FY 2014/15 was established on 12/31/13.

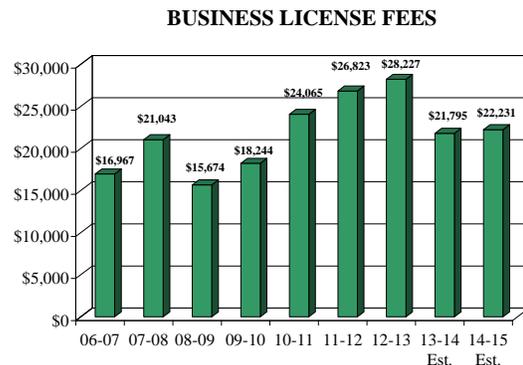
This category also consists of delinquent tax collections, penalties, interest, delinquent taxes, IFT Payments, and administration fees. Total General Fund property tax related revenues are projected at \$28,175,226 for FY 2014/15.

Real Property Taxes that are delinquent at March 1, 2015 will be sold to the County Treasurer. Therefore, real property taxes will be 100% collectable for cash flow purposes.

Business Licenses and Permits

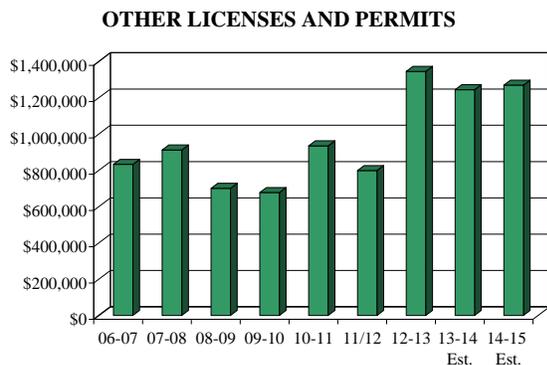
Business licenses and permits are revenues derived from licenses issued to various classes of businesses conducting operations within the City boundaries.

This category of revenue is projected at \$22,231 for FY 2014/15.



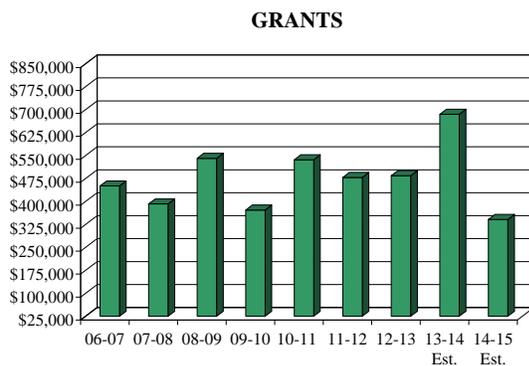
Other Licenses and Permits

This revenue source represents fees charged to owners and contractors for permits that allow the construction of new structures as well as improvements to existing structures. Mechanical permits such as heating/air conditioning, electrical, and plumbing are also included in this category. Revenue estimates for this classification are \$1,269,651 for FY 2014/15.



Grants

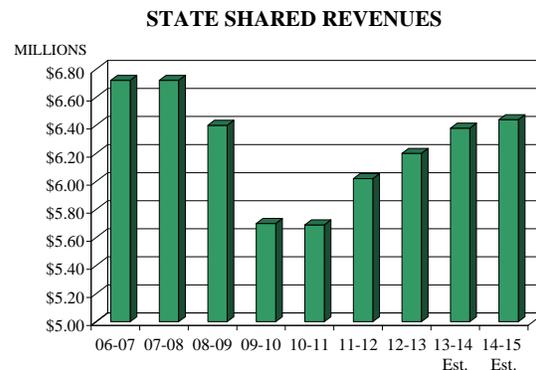
Grant revenue is primarily based on a Suburban Mobility Authority for Regional Transportation (SMART) Grant. Grant Revenue is estimated at \$341,340 for FY 2014/15.



State Shared Revenues

A major source of revenue for the City are State levied and collected taxes on sales, which are shared with local units of government. The Michigan Constitution allocates a portion of the state sales tax to be distributed to local units on a per capita basis, using the last decennial census to determine population. The Legislature has allocated an additional portion of the sales tax to be distributed to the local units, based on taxable value per capita, unit type, population and yield equalization. This allocation is now based on a three-part compliance with the State's Economic Vitality Incentive Program (EVIP).

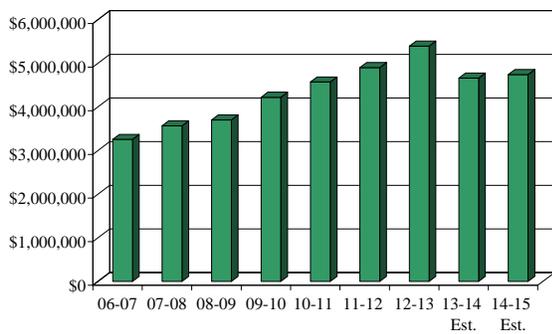
The FY 2014/15 revenues are based on the State's Budget estimates. This amount is projected to be \$6,441,749 or 12.5% of the General Fund Revenue Budget, up from 12.1% one year ago.



Fees

Sources for these revenues are fees charged for various services provided by the City. This category accounts for \$4,740,647 of the General Fund Revenues. The largest revenue fee items in this group are \$1,413,720 for advance life support fees, \$1,403,000 for curbside recycling fees, and \$1,342,320 for Cable Franchise Fees. Other revenues are estimated on anticipated development and construction and past revenue trends.

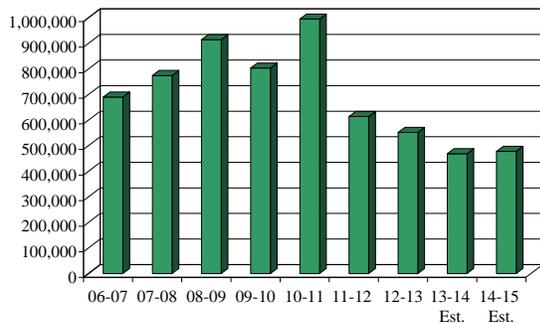
FEEES



Sales

This category of revenue is generated by the sale of various products, fixed asset sales, vital statistics (birth and death records) and radio tower rentals for cellular antennas. This category of revenue accounts for \$477,756 of the FY 2014/15 General Fund Budget.

SALES

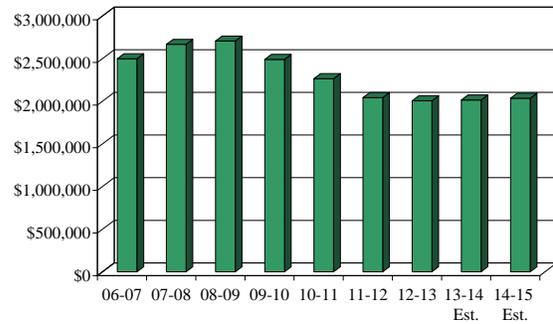


Fines and Forfeitures

These revenues are collected from the 47th District Court for fines levied on individuals, businesses, and/or corporations who have violated various State statutes, local ordinances or laws. A major portion of this activity is initiated by the Police Department for traffic violations.

These revenues are projected at \$2,035,756 for FY 2014/15 and comprise 4% of the General Fund Budget, about the same as the budget last year.

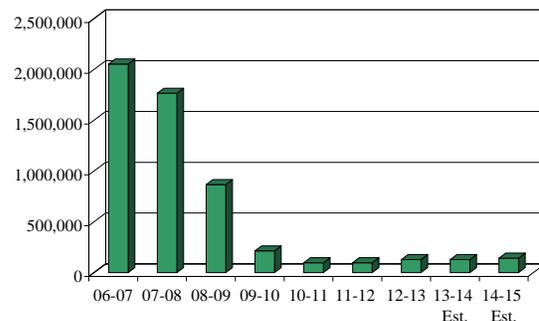
FINES AND FORFEITURES



Investment Income

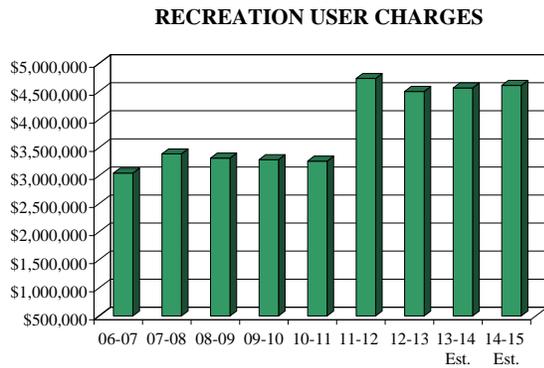
Investment Income is revenue derived from investing funds, which are not needed for disbursement for goods and/or services until a later date. This investment or cash management program is anticipated to add \$143,000 to the City's revenue.

INVESTMENT INCOME



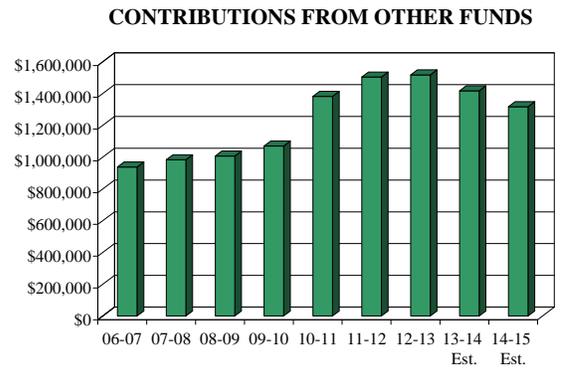
Recreation User Charges

This category includes fees for recreation, senior, and cultural programs conducted by the Parks and Recreation Department at the William M. Costick Center, Heritage and Founders Sports Park, Ice Arena and various school and recreational activity facilities throughout the community, including the City of Farmington. This group of revenue accounts for \$4,610,490 or 9% of the FY 2014/15 General Fund Revenue Budget.



Contributions from Other Funds

FY 2014/15 contributions will be \$1,316,850. This category represents the Parks Millage Fund, interfund transfers to assist in the funding of Special Service’s programs for park maintenance, recreation, seniors, youth, and cultural programs contained in the General Fund. This category also includes an appropriation from the Brownfield Redevelopment Authority Fund for administrative costs of the General Fund.



Other Revenue

This category includes the rental fees for the Road Funds use of DPS equipment, Bond/Insurance Recoveries and Distributions, as well as various refunds, reimbursements and contributions from other governments and agencies. The Other Revenue budget for FY 2014/15 is \$2,045,491.

GENERAL FUND SUMMARY

	2011/12 Actual	2012/13 Actual	2013/14 Budget	2013/14 Estimated	2014/15 Adopted
FUND BALANCE AT JULY 1					
Nonspendable & Assigned	6,272,774	7,962,788	12,471,398	12,471,398	12,683,915
Unassigned	8,437,112	10,048,155	10,704,367	10,704,367	10,491,850
TOTAL FUND BALANCE	14,709,886	18,010,943	23,175,765	23,175,765	23,175,765
REVENUES					
Property Taxes	29,937,954	28,896,910	28,070,981	28,000,221	28,175,226
Business Licenses & Permits	26,823	28,227	20,065	21,795	22,231
Other Licenses & Permits	799,030	1,345,623	1,011,636	1,244,756	1,269,651
Grants	478,590	484,191	685,132	684,915	341,340
State Shared Revenues	6,062,082	6,203,453	6,292,579	6,377,969	6,441,749
Fees	4,902,386	5,395,271	4,849,431	4,660,219	4,740,647
Sales	613,583	551,703	518,700	468,388	477,756
Fines & Forfeitures	2,042,286	2,006,071	1,998,083	2,015,600	2,035,756
Interest Earnings	98,321	129,016	110,000	130,000	143,000
Recreation User Charges	4,733,470	4,502,147	4,665,456	4,563,750	4,610,490
Other Revenue	1,863,481	2,249,950	2,195,315	1,914,027	2,045,491
TOTAL OPERATING REVENUE	51,558,006	51,792,562	50,417,378	50,081,640	50,303,337
EXPENDITURES					
Boards & Commissions	2,689,287	2,528,648	2,650,416	2,643,222	2,719,954
General Government	7,237,802	7,257,942	10,370,108	11,661,318	10,866,538
Public Safety	21,111,694	17,978,411	18,400,463	18,002,068	18,717,803
Planning & Community Development	1,675,066	1,698,634	1,483,870	1,306,626	1,459,934
Public Services	7,178,854	7,315,544	7,325,687	7,097,125	7,468,627
Special Services	7,433,857	7,243,999	6,854,884	6,814,516	6,888,811
TOTAL EXPENDITURES	47,326,560	44,023,178	47,085,428	47,524,876	48,121,667
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	4,231,446	7,769,384	3,331,950	2,556,765	2,181,669
OTHER FINANCING SOURCES (USES)					
Operating Transfers In	1,503,517	1,516,850	1,416,850	1,416,850	1,316,850
Operating Transfers Out	(2,433,906)	(4,121,412)	(3,823,615)	(3,973,615)	(4,589,764)
TOTAL OTHER FINANCING FINANCING SOURCES (USES)	(930,389)	(2,604,562)	(2,406,765)	(2,556,765)	(3,272,914)
EXCESS OF REVENUE AND FINANCING SOURCES (USES) OVER (UNDER) EXPENDITURES	3,301,057	5,164,822	925,185	(0)	(1,091,245)
FUND BALANCE AS OF JUNE 30					
Nonspendable & Assigned	7,962,788	12,471,398	10,302,333	12,683,915	11,592,670
Unassigned	10,048,155	10,704,367	13,798,617	10,491,850	10,491,850
TOTAL FUND BALANCE	18,010,943	23,175,765	24,100,950	23,175,765	22,084,520
Unassigned Fund Balance As Percent Of Expenditures	20.2%	22.2%	27.1%	20.4%	19.9%

General Fund Summary

	Actual	Actual	Budget	Estimate	Estimate
	June 30, 12	June 30, 13	June 30, 14	June 30, 14	June 30, 15
<u>Nonspendable Fund Balance</u>					
SWOCC Advance of Principal	940,783	757,187	566,247	566,247	367,670
Prepays	<u>0</u>	<u>136,765</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Nonspendable Fund Balance	<u>940,783</u>	<u>893,952</u>	<u>566,247</u>	<u>566,247</u>	<u>367,670</u>
<u>Assigned Fund Balance</u>					
Next Year's Budgeted Expenditures	0	0	0	1,091,245	0
Encumbrances Carried Forward	114,464	110,158	150,000	120,000	120,000
Future Inspections	300,000	300,000	300,000	300,000	300,000
Communications	200,000	200,000	200,000	200,000	200,000
Information Technology	150,000	0	250,000	0	0
Finance Software	500,000	500,000	250,000	500,000	500,000
Police Patrol Cars	200,000	400,000	300,000	400,000	400,000
Activities Center	786,086	586,086	586,086	455,000	455,000
Buses	400,000	400,000	400,000	400,000	400,000
Stormwater	250,000	500,000	500,000	500,000	500,000
Sidewalks & Bikepaths	300,000	500,000	500,000	500,000	500,000
Corridor Improvement Authority	0	1,000,000	0	1,000,000	850,000
Misc. Capital Expenditures	171,455	81,202	300,000	0	0
Public Safety	0	4,500,000	0	4,801,423	5,000,000
Retirement System Contribution*	0	1,500,000	3,000,000	1,000,000	1,000,000
Retiree Healthcare System Contribution*	<u>3,650,000</u>	<u>1,000,000</u>	<u>3,000,000</u>	<u>850,000</u>	<u>1,000,000</u>
Total Assigned Fund Balance	<u>7,022,005</u>	<u>11,577,446</u>	<u>9,736,086</u>	<u>12,117,668</u>	<u>11,225,000</u>
Total Nonspendable & Assigned Fund Balance	<u>7,962,788</u>	<u>12,471,398</u>	<u>10,302,333</u>	<u>12,683,915</u>	<u>11,592,670</u>

* Over and above the annual actuarial calculated contribution.

GENERAL FUND ESTIMATED REVENUE ANALYSIS

ACCT. NO.	DESCRIPTION	2011/12 Actual	2012/13 Actual	2013/14 Budget	2013/14 Projection	2014/15 Budget
<u>PROPERTY TAXES</u>						
403	005 Current Operating Property Tax	26,002,104	24,410,556	24,027,984	23,954,617	24,042,579
	006 Current Refuse Removal Property Tax	2,154,996	2,128,387	2,164,814	2,158,204	2,247,117
	007 Economic Development Property Tax	47,953	48,246	49,530	49,379	49,560
	020 Delinquent Personal Property	71,773	108,339	95,000	70,000	75,000
	025 Interest & Penalty	312,961	330,386	290,724	325,000	323,489
	027 Transfer Affidavit Penalty Fee	22,758	25,650	22,400	22,800	22,800
	030 Payments in Lieu of Taxes	14,785	17,730	14,800	17,730	17,730
	031 IFT Payments	0	8,128	11,112	13,695	9,736
	032 Administration Fee	1,371,508	1,372,307	1,391,992	1,381,250	1,384,516
	035 Trailer Taxes	2,603	2,767	2,625	2,700	2,700
	036 MTT Payments/Adjustments	(63,487)	444,412	0	4,847	0
	Total Property Taxes	29,937,954	28,896,908	28,070,981	28,000,221	28,175,226
<u>BUSINESS LICENSES & PERMITS</u>						
451	025 Vendor Permits	4,975	8,475	3,500	4,200	4,284
	030 Business Licenses	8,288	5,467	3,500	3,500	3,570
	050 Landfill Permit	0	260	65	195	199
	055 Residential Builders Registration	13,560	14,025	13,000	13,900	14,178
	Total Business Licenses & Permits	26,823	28,227	20,065	21,795	22,231
<u>OTHER LICENSES & PERMITS</u>						
476	006 Fire Damage Reports	394	378	422	486	496
	009 Zoning Compliance Permit	2,085	3,595	1,649	3,100	3,162
	010 Building Permits	503,950	951,861	705,000	866,000	883,320
	015 Electrical Permits	88,220	114,526	95,000	115,000	117,300
	020 Heating Permits	121,377	150,360	125,000	150,000	153,000
	025 Plumbing Permits	55,287	74,943	60,000	75,000	76,500
	035 Over - Size / Weight Permits	705	1,655	916	1,100	1,122
	045 Cab Card Permits	6,200	5,200	5,740	4,700	4,794
	050 Dog Licenses	2,367	2,315	2,293	2,300	2,346
	060 Sidewalk R.O.W. Utility	5,315	5,625	4,860	5,900	6,018
	065 Residential Improvement & Engineering	10,800	28,400	8,400	17,200	17,544
	066 Residential Improvement Building	1,350	3,550	1,050	2,150	2,193
	070 Soil Erosion & Sediment	980	3,215	1,306	1,820	1,856
	Total Other Licenses & Permits	799,030	1,345,623	1,011,636	1,244,756	1,269,651
<u>GRANTS</u>						
505	004 Federal FEMA Safer Grant	161,074	150,590	266,792	266,792	51,000
	006 Urban Areas Security Initiative Grant	0	0	0	0	0
	007 State Homeland Security Grant	0	1,284	0	0	0
	029 SMART Grant Revenue	220,447	222,916	222,740	222,740	224,740
	032 Police Training Grant, P.A. 302	19,502	18,460	20,000	20,000	20,000
	033 State Act 32 Dispatch Training	16,949	9,175	0	0	0
	045 Auto Theft Grant	48,896	49,797	33,600	33,600	33,600
	047 Fire/Engineering Federal Equipment Grant	0	0	0	0	0
	050 County Grants	11,722	16,429	12,000	11,783	12,000
	051 CGAP Dispatch Grant	0	15,540	0	0	0
	052 CGAP I.T. Grant	0	0	130,000	130,000	0
	500 Medicare Subsidy Grant	0	0	0	0	0
	Total Grants	478,590	484,191	685,132	684,915	341,340

Estimated Revenue Analysis

ACCT. NO.	DESCRIPTION	2011/12 Actual	2012/13 Actual	2013/14 Budget	2013/14 Projection	2014/15 Budget
<u>STATE SHARED REVENUE</u>						
574	005 Income, Sales & Intangibles	6,024,718	6,164,601	6,253,579	6,339,867	6,403,266
	010 Liquor License Tax	37,364	38,852	39,000	38,102	38,483
	Total State Shared Revenue	6,062,082	6,203,453	6,292,579	6,377,969	6,441,749
<u>FEES</u>						
607	030 Police Accident Reports	34,235	31,491	33,800	33,000	33,660
	031 Police Services	30,664	52,656	32,500	35,000	35,700
	035 Miscellaneous Police Fees	49,478	57,634	47,000	50,000	51,000
	036 False Alarms	36,761	51,585	37,000	38,500	39,270
	037 Liquor License Processing	4,850	9,100	8,000	8,500	8,670
	038 Fire Department Cost Recovery	0	26,292	10,000	1,000	1,020
	039 Fire Inspection	61,911	75,347	50,000	61,800	63,036
	040 Weed Cutting	15,127	18,155	15,000	16,000	16,320
	041 Advance Life Support Fees	1,342,683	1,430,946	1,345,000	1,386,000	1,413,720
	042 Animal Appeal Hearing	550	1,200	500	900	918
	045 Planning Commission	20,872	17,970	15,000	17,000	17,340
	048 IFT Application Fees	600	0	600	600	612
	055 Zoning Board	6,589	9,776	6,500	6,600	6,732
	065 Zoning Site Plan Review	7,803	5,430	2,700	2,500	2,550
	070 Engineering Site Plan Review	79,536	73,911	70,000	35,000	35,700
	076 In-House Engineering Fees	359,147	408,791	232,000	150,000	153,000
	077 S.A.D. Administration Fees	0	0	0	0	0
	078 Soil Erosion Inspection	70	0	1,000	70	71
	082 S.A.D. Engineering Fees	53,247	290,172	192,000	105,417	107,525
	083 Revenues Cable TV	1,286,333	1,347,505	1,330,000	1,316,000	1,342,320
	084 SWOCC Contribution	8,316	8,316	7,600	8,316	8,482
	085 Recycling Fees	1,503,614	1,478,494	1,413,231	1,388,016	1,403,000
	086 Sponsorship Fee	0	500	0	0	0
	Total Fees	4,902,386	5,395,271	4,849,431	4,660,219	4,740,647
<u>SALES</u>						
642	005 Maps & Publications	338	212	300	300	306
	009 Franklin Dispatch	50,458	50,458	50,000	50,548	51,559
	010 Auctions	17,364	14,793	14,000	11,468	11,697
	012 Fire Training Transfers	0	143	0	0	0
	013 Permits Expired - Uncompleted	81,250	239,071	100,000	100,000	102,000
	014 Donations	255	0	0	0	0
	015 Miscellaneous Income	110,274	36,809	100,000	43,705	44,579
	016 Excess Nutrition Funds	26,216	26,927	26,000	55,034	56,135
	017 Recycling Products	2,767	8	2,700	0	0
	019 Health Care Co-Pay	80,177	300	0	11,169	11,392
	020 Vital Statistics	84,727	82,580	83,500	81,000	82,620
	021 Passport Fees	7,800	9,175	8,625	7,000	7,140
	025 Fixed Asset Sales	52,601	14,849	60,000	20,000	20,400
	051 Sale of Blueprints	0	0	0	0	0
	052 Topo Maps, Plans, Specs.	100	25	75	25	26
	055 Building Demolition	0	0	0	12,639	12,892
	056 Rental Income (Radio Tower)	99,256	75,853	73,000	75,000	76,500
	057 Phone Franchise Fees	0	500	500	500	510
	Total Sales	613,583	551,703	518,700	468,388	477,756

Estimated Revenue Analysis

ACCT. NO.	DESCRIPTION	2011/12 Actual	2012/13 Actual	2013/14 Budget	2013/14 Projection	2014/15 Budget
<u>FINES & FORFEITURES</u>						
655	001 Court Judgement Fees	227,234	224,510	229,270	225,000	227,250
	002 Court Filing Fees	574,990	558,453	528,230	575,000	580,750
	003 Probation Fees	194,716	181,358	176,750	177,000	178,770
	004 PSI District Court	33,308	31,558	30,300	33,300	33,633
	005 Ordinance Fines	838,100	958,019	846,380	863,000	871,630
	007 Motor Carrier Enforcement Fines	126,735	5,335	148,470	100,000	101,000
	015 Parking Fines	36,663	37,994	34,340	35,000	35,350
	025 Bond Forfeitures	10,540	8,844	4,343	7,300	7,373
	Total Fines & Forfeitures	2,042,286	2,006,071	1,998,083	2,015,600	2,035,756
<u>INTEREST EARNINGS</u>						
664	005 Interest Income	98,321	129,016	110,000	130,000	143,000
676	<u>INTERFUND TRANSFERS</u>					
	243 Brownfield Authority Fund Admin.	9,000	9,000	9,000	9,000	9,000
	410 Parks Millage - Park Maint & Admin.	371,315	382,450	382,450	382,450	382,450
	Parks Millage - Naturalist	73,202	75,400	75,400	75,400	75,400
	Parks Millage - Youth	150,000	150,000	150,000	150,000	150,000
	Parks Millage - Activities Center Programs	600,000	600,000	500,000	500,000	400,000
	Parks Millage - Facility/Programs	150,000	150,000	150,000	150,000	150,000
	Parks Millage - Cultural Arts	150,000	150,000	150,000	150,000	150,000
	Total Inter-Fund Transfers	1,503,517	1,516,850	1,416,850	1,416,850	1,316,850
<u>RECREATION USER CHARGES</u>						
695	015 Administration	696	9,145	1,000	0	0
	020 Youth & Family Contributions (incl. Farmington Cit	190,766	212,209	154,210	184,000	184,500
	201 Farmington Contributions	204,021	197,954	239,578	239,578	244,028
	Recreation Programs	0	0	0	0	0
	Senior Programs	0	0	0	0	0
	Cultural Arts	0	0	0	0	0
	Youth & Family	0	0	0	0	0
	027 Transportation Sponsorship	14,500	40,000	41,000	16,000	41,000
	028 Kroger Transportation	17,640	13,560	15,800	13,250	15,800
	029 Other Transportation Revenues	47,134	40,740	41,000	44,000	45,250
	030 Senior Revenues	150,487	125,459	129,200	126,000	127,260
	032 Senex Program Revenues	77,243	70,689	75,000	71,500	72,215
	033 Senior Trips	3,813	4,126	3,000	2,000	3,000
	034 Special Functions Revenues	11,162	12,807	13,000	10,800	10,600
	035 Grounds & Recreation	33,938	34,620	36,000	36,131	36,000
	041 Swimming	264,439	248,527	275,000	261,985	265,948
	044 Cultural Arts	317,192	255,906	310,000	310,210	315,000
	045 After School Recreation	22,597	28,039	25,000	21,610	24,660
	050 Summer Fun Centers	0	0	0	0	0
	055 Day Camp	122,491	126,260	127,000	123,348	124,080
	057 Gym	63,858	60,130	49,701	43,335	43,245
	060 Classes	57,926	55,226	61,000	54,429	54,615
	065 Tennis	14,571	8,154	11,025	8,870	8,875
	070 Golf	4,510	5,865	4,300	4,165	4,090
	071 Junior Golf League	4,215	2,845	5,525	4,165	4,250

Estimated Revenue Analysis

ACCT. NO.	DESCRIPTION	2011/12 Actual	2012/13 Actual	2013/14 Budget	2013/14 Projection	2014/15 Budget
075	Softball	12,600	15,345	13,350	11,885	13,350
085	Safety Clinic	518	660	780	610	780
105	Special Events	67,231	63,737	54,000	66,157	54,820
110	Youth Soccer	55,250	58,702	57,000	56,000	56,225
120	Youth Basketball	26,425	27,875	27,540	27,272	26,100
170	Teen Programs	25,585	19,269	23,102	18,113	19,294
200	Ticket Sales	0	0	0	0	0
202	Golf Course Revenues	1,086,811	955,599	1,025,000	1,000,000	1,000,000
203	Farmington Hills Golf Club Concessions	4,731	0	10,000	10,000	10,000
204	Farmington Hills Golf Club Reimbursement	0	24,080	14,800	14,800	14,800
205	Travel Trips	(36)	0	0	0	0
206	Driving Range Fees	193,890	171,432	190,000	189,274	189,500
208	Adult Chorale	7,669	6,746	8,000	7,380	8,000
212	Nature Study	33,829	52,042	27,795	27,862	28,970
216	Safety Town	12,659	9,827	11,400	10,030	10,200
218	Children's Travel	36,233	42,460	36,000	37,415	37,200
300	Activities Center Rent	134,999	132,570	135,000	130,000	130,000
301	Grant Center Rental	30,286	25,745	26,500	26,500	26,765
302	Longacre House Rental	121,704	116,977	115,000	115,000	115,000
303	Dog Park Revenue	3,090	18,781	12,000	11,000	11,000
408	Heritage Rental Fees	33,592	29,760	30,500	30,500	30,500
Ice 805	Youth Hockey Contract	647,528	648,977	652,150	644,586	650,000
807	Figure Skating Contract	27,882	30,269	17,000	17,000	17,000
809	Other Ice Contract Ice	55,344	58,628	65,000	70,000	70,000
812	Misc. Hourly - Figure Skating	67,884	74,102	75,000	80,000	80,000
822	Single Usage - Shift Hockey	26,411	21,405	25,000	25,000	25,000
824	Single Usage - Open Skate	23,276	18,047	25,000	20,000	20,000
826	Adult Hockey	89,530	81,770	87,500	85,840	85,920
830	Learn to Skate	68,143	52,038	64,000	60,000	60,000
831	Non-Ice Activities	13,968	1,336	15,000	10,000	10,000
840	Special Events - Ice Show	7,415	4,638	7,000	6,000	6,000
841	Ice Retail Sales	1,448	916	1,250	500	500
842	Skate Sharpening	0	12	0	0	0
843	Ice Tax Exempt	44	44	50	50	50
844	Ice Food Sales	104,390	95,189	105,000	100,000	100,000
845	Ice Arena Vending Machine Revenue	9,393	4,135	9,200	6,000	6,000
846	Ice Arena Coin Locker Revenue	0	230	100	100	100
847	Ice Arena Video Game Revenue	390	117	100	0	0
848	Ice Arena Outside Concession	57,458	61,778	56,500	55,000	55,000
849	Ice Arena Room Rentals	3,327	2,825	4,000	4,000	4,000
850	Ice Arena Advertising	5,947	8,752	4,500	4,500	4,000
851	Youth & Families Services	0	0	0	0	0
852	ice Arena Pro-shop Lease	17	33	0	0	0
853	Ice Arena Skate Rental	13,410	13,038	17,000	10,000	10,000
	Total Recreation User Charges	4,733,470	4,502,147	4,665,456	4,563,750	4,610,490

Estimated Revenue Analysis

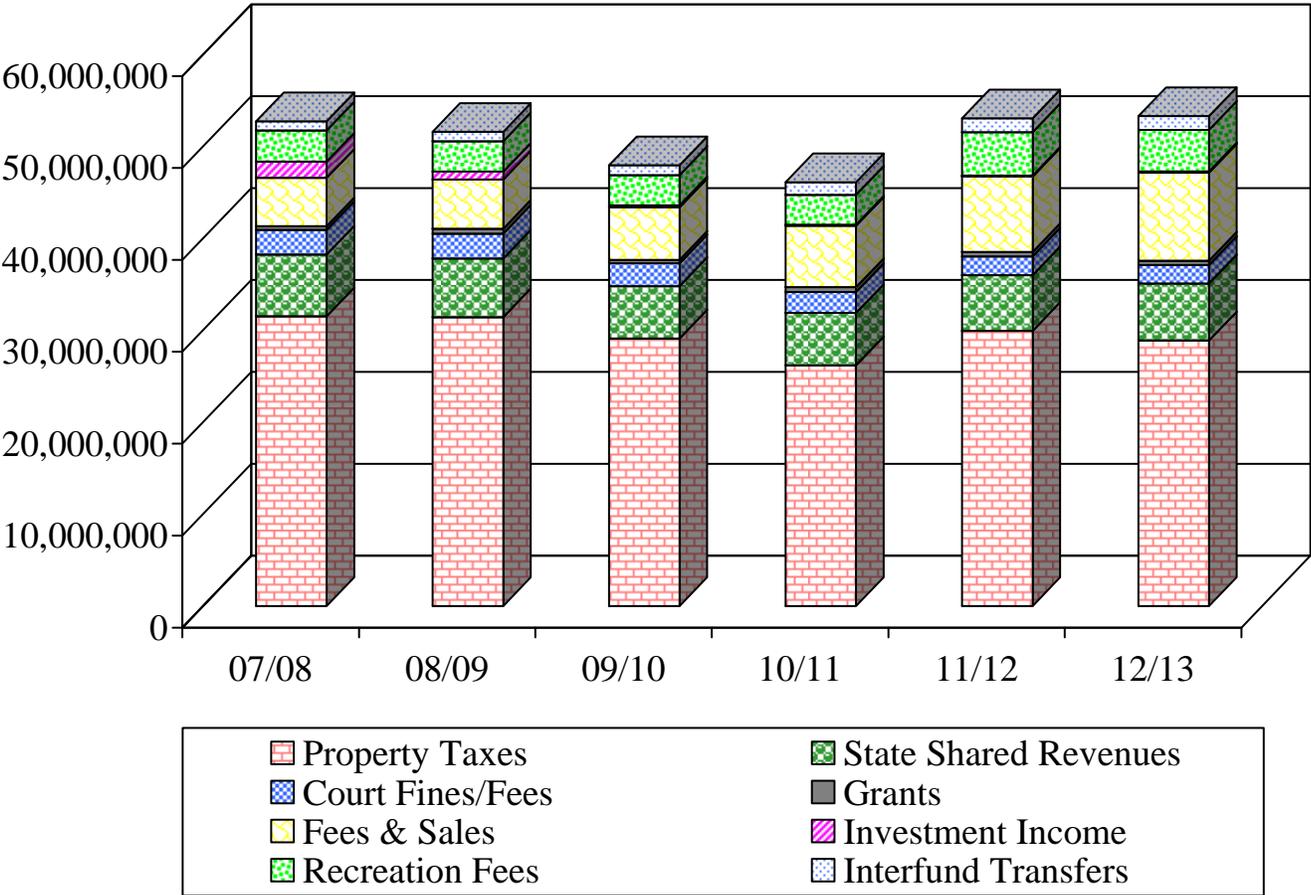
ACCT. NO.	DESCRIPTION	2011/12 Actual	2012/13 Actual	2013/14 Budget	2013/14 Projection	2014/15 Budget
<u>OTHER REVENUE</u>						
696 000	Bond/Insurance Recoveries	425,224	665,641	500,000	210,751	365,000
001	Reimbursements	11,224	24,540	23,000	8,000	8,000
002	State Reimbursement for Elections	52,593	0	38,690	41,985	0
003	School Reimbursement for High School Officer	78,287	78,287	78,287	78,287	78,287
004	Rx Cost Recovery Rebate	59,622	62,900	60,000	60,000	60,000
005	Equipment Rental - Force Account	1,068,200	1,050,600	1,057,000	1,057,000	1,073,200
006	Farmington Refuse Removal Contribution	1,483	1,489	1,500	1,500	1,500
007	Refunds	61,140	39,106	61,000	50,000	50,000
008	O.C.C. Payroll Reimbursement	13,440	20,828	14,000	14,000	14,000
009	Federal Task Force Overtime Reimbursement	0	56,362	21,000	55,000	55,000
010	Sponsorship - Special Services	0	1,703	0	504	504
011	Traffic Improvement Asso. Bypass Reimbursement	14,057	23,953	11,000	19,000	19,000
012	Vending Machine Rebates	2,848	1,774	2,500	2,300	2,300
013	Fuel & Maintenance Reimbursement	18,734	12,575	16,338	15,700	15,700
014	Overhead Street Lighting Reimbursement	51,629	52,692	52,000	52,000	52,000
016	Contribution from SWOCC	0	0	9,000	0	0
017	Contributions from Other Governments	5,000	0	5,000	3,000	3,000
018	Contribution for Dispatch Services	0	157,500	210,000	210,000	213,000
019	Contribution for I.T. Services	0	0	35,000	35,000	35,000
	Total Other Revenue	1,863,481	2,249,950	2,195,315	1,914,027	2,045,491
	TOTAL OPERATING REVENUE	53,061,523	53,309,410	51,834,228	51,498,490	51,620,187

GENERAL FUND EXPENDITURE SUMMARY FY 2014/15

DIV.		2011/12	2012/13	2013/14	2013/14	2014/15	2014/15
		Actual	Actual	Current	Estimated	Proposed	Adopted
NO.	Category and Line Item	Expenditures	Expenditures	Budget	Expenditures	Budget	Budget
115	Boards & Commissions	2,689,287	2,528,648	2,650,416	2,643,222	2,719,954	2,719,954
<u>GENERAL GOVERNMENT:</u>							
101	City Council	103,397	104,780	108,238	105,486	110,565	110,565
172	City Administration	871,582	807,670	681,991	679,387	683,668	683,668
175	Public Information	391,259	391,671	349,995	349,893	351,122	351,122
202	Finance	1,694,771	1,664,477	1,534,391	1,522,558	1,627,498	1,627,498
210	Corporation Counsel	568,066	556,558	598,000	579,500	597,500	597,500
215	City Clerk	637,811	716,981	610,936	596,362	633,591	633,591
226	Human Resources	402,148	419,181	405,986	420,797	370,150	370,150
250	Central Services	1,263,967	1,351,434	1,075,731	1,051,136	1,142,544	1,142,544
290	Support Services	1,304,801	1,245,184	1,880,709	1,855,348	2,317,885	2,317,885
298	Post Employment Benefits	0	0	3,124,131	4,500,851	3,032,015	3,032,015
TOTAL GENERAL GOVERNMENT		7,237,802	7,257,936	10,370,108	11,661,318	10,866,538	10,866,538
<u>PUBLIC SAFETY:</u>							
300	Police	15,358,667	14,019,712	14,377,812	14,029,076	14,475,666	14,475,666
337	Fire	5,753,027	3,958,699	4,022,651	3,972,992	4,242,137	4,242,137
TOTAL PUBLIC SAFETY		21,111,694	17,978,411	18,400,463	18,002,068	18,717,803	18,717,803
443	Planning, & Community Development	1,675,066	1,698,634	1,483,870	1,306,626	1,459,934	1,459,934
<u>PUBLIC SERVICES:</u>							
440	DPS Administration	426,381	471,788	478,576	383,751	467,961	467,961
442	Road Maint & Supervision	250,294	314,401	408,717	376,964	367,372	367,372
444	Building Maintenance	453,115	494,554	413,110	411,004	470,236	470,236
449	Engineering	1,305,651	1,226,997	1,242,296	1,175,662	1,160,697	1,160,697
450	DPW Maintenance Facility	1,207,336	1,294,949	1,196,413	1,170,937	1,336,969	1,336,969
523	Waste Removal	3,536,075	3,512,855	3,586,575	3,578,807	3,665,392	3,665,392
TOTAL PUBLIC SERVICES		7,178,852	7,315,544	7,325,687	7,097,125	7,468,627	7,468,627
<u>SPECIAL SERVICES:</u>							
752	Administration	2,022,174	1,983,784	1,768,060	1,749,531	1,760,059	1,760,059
760	Youth Services	384,146	410,700	336,188	345,438	339,895	339,895
765	Senior Services	892,748	784,586	827,156	823,869	825,726	825,726
770	Parks Maintenance	1,460,399	1,465,876	1,444,490	1,435,270	1,458,961	1,458,961
775	Cultural Arts	399,903	390,467	350,349	350,156	352,033	352,033
780	Golf Course	764,771	743,832	706,437	708,400	716,062	716,062
785	Recreation Programs	484,607	455,881	448,379	444,617	445,814	445,814
790	Ice Arena	1,025,109	1,008,873	973,825	957,235	990,261	990,261
TOTAL SPECIAL SERVICES		7,433,857	7,243,999	6,854,884	6,814,516	6,888,811	6,888,811
TOTAL EXPENDITURES		47,326,558	44,023,172	47,085,428	47,524,876	48,121,667	48,121,667
OTHER FINANCING USES							
299	Interfund Transfers	2,433,906	4,121,412	3,823,615	3,973,615	4,439,764	4,589,764
TOTAL EXPENDITURES AND OTHER FINANCING USES		49,760,464	48,144,584	50,909,043	51,498,491	52,561,431	52,711,431

General Fund Actual Revenues by Source Fiscal 07/08 Through Fiscal 12/13						
Revenue Source	07/08	08/09	09/10	10/11	11/12	12/13
Property Taxes	31,539,600	31,419,841	29,096,212	26,193,182	29,937,954	28,896,910
State Shared Revenues	6,719,665	6,396,790	5,703,873	5,691,982	6,062,082	6,203,453
Court Fines/Fees	2,667,589	2,706,691	2,490,154	2,264,792	2,042,286	2,006,071
Grants	392,072	541,025	372,080	536,346	478,590	484,191
Fees & Sales	5,274,312	5,331,443	5,721,347	6,693,312	8,205,303	9,570,774
Investment Income	1,766,133	867,195	214,509	98,274	98,321	129,016
Recreation Fees	3,389,288	3,313,540	3,285,943	3,259,105	4,733,470	4,502,147
Interfund Transfers	982,670	1,006,263	1,069,400	1,381,570	1,503,517	1,516,850
Total Revenue	52,731,329	51,582,788	47,953,518	46,118,563	53,061,523	53,309,412

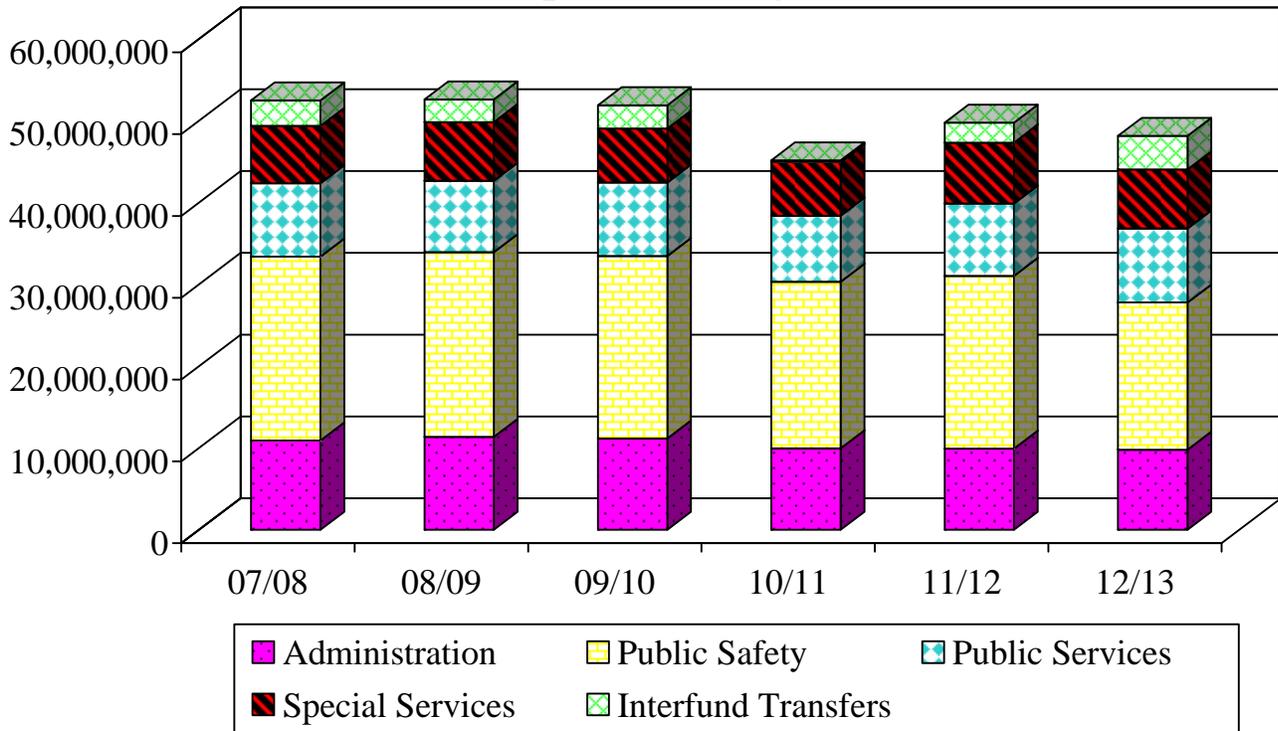
General Fund Revenues by Source



**General Fund
Actual Expenditures by Function
Fiscal 07/08 through 12/13**

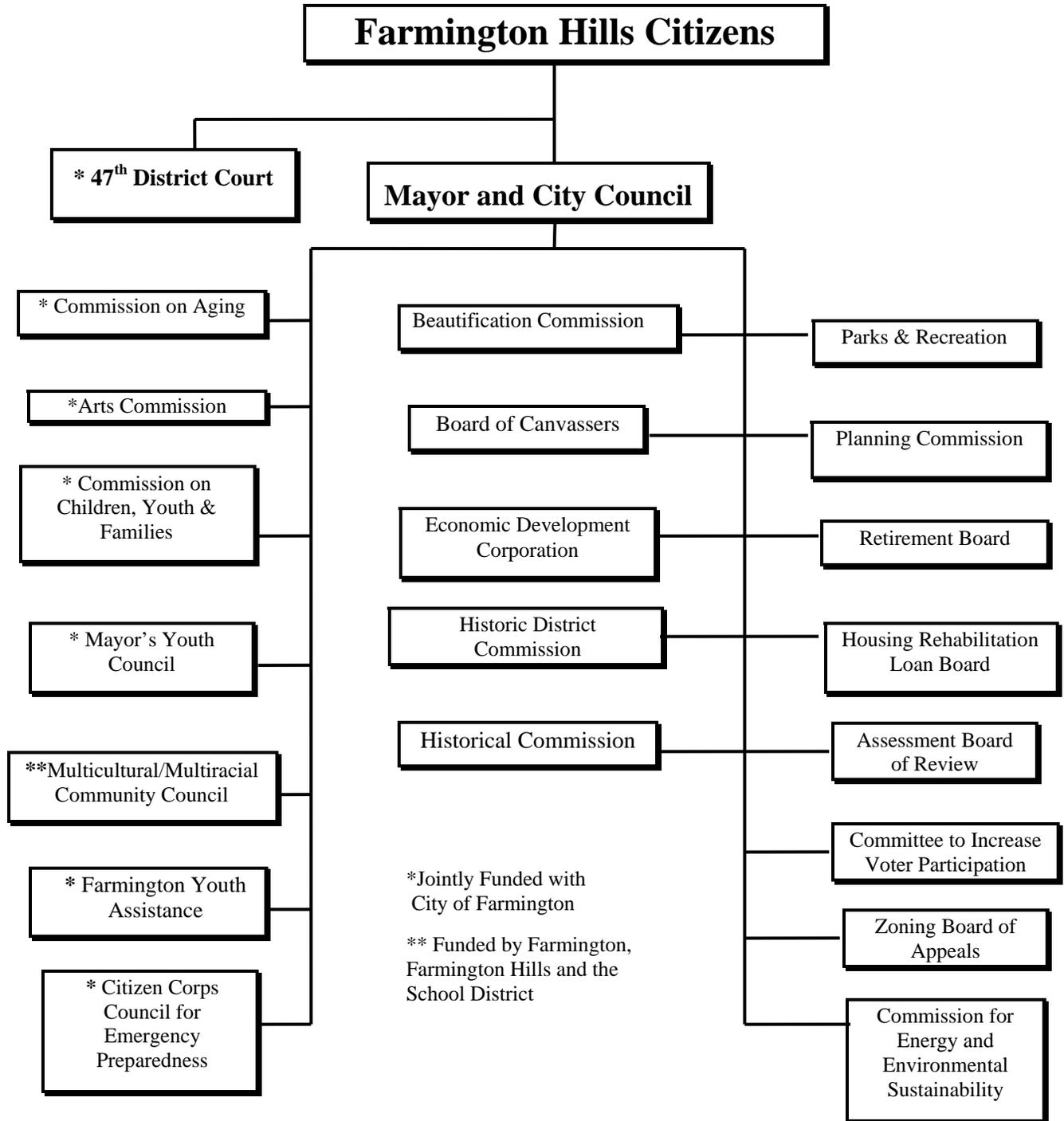
Expenditure Function	07/08	08/09	09/10	10/11	11/12	12/13
Administration	10,918,107	11,352,751	11,162,858	9,943,730	9,927,089	9,786,590
Public Safety	22,480,849	22,584,028	22,309,231	20,379,056	21,111,694	17,978,411
Public Services	8,955,316	8,724,100	8,991,045	8,073,318	8,853,920	9,044,178
Special Services	6,996,253	7,173,848	6,586,965	6,543,104	7,433,857	7,243,999
Interfund Transfers	3,125,000	2,760,000	2,842,535	194,567	2,433,906	4,091,412
Total Expenditures	52,475,525	52,594,727	51,892,634	45,133,775	49,760,466	48,144,590

**General Fund
Expenditures by Function**



CITY OF FARMINGTON HILLS

Table of Boards & Commissions



BOARDS, COMMISSIONS AND AGENCIES

47th DISTRICT COURT

The 47th Judicial District Court is a limited jurisdiction court serving the cities of Farmington and Farmington Hills. The Court has jurisdiction over criminal misdemeanors, civil cases in which the amount in dispute is \$25,000 or less, parking violations, traffic violations and other civil infractions, landlord-tenant disputes, and small claims matters. In addition, the Court has initial jurisdiction on criminal felony cases for the purpose of determining probable cause.

The Court has two full-time judges elected to six-year terms. The chief judge of the Court is appointed by the Michigan Supreme Court and serves a two-year term as chief judge. The Court utilizes the services of part-time magistrates, who are appointed by the chief judge. Magistrates handle criminal arraignments, informal hearings, small claims hearings, and plea and sentencing on certain violations as permitted by law. The Court strives to provide outstanding service to the community. In establishing its goals and measuring its progress, the Court uses the following five standards:

- 1) Increasing access to court services;
- 2) Ensuring expedition and timeliness of service;
- 3) Ensuring equality, fairness and justice;
- 4) Maintaining independence while also ensuring accountability; and
- 5) Enhancing public trust and confidence in the Court as an institution.

GOALS

- **Access to Justice:** Strive to eliminate all unnecessary barriers to service including economic, procedural, linguistic, and physical.
- **Expedition and Timeliness:** Eliminate any unnecessary delays in case management.
- **Equality, Fairness and Integrity:** Demonstrate equal and unqualified respect for the rights and concerns of all individuals who contact the court for service and/or information.
- **Independence and Accountability:** Assert and maintain the distinctiveness required of the judiciary while simultaneously working with other branches of government to ensure the most efficient and effective use of public resources.
- **Public Trust and Confidence:** Continually focus on taking actions that inform the public of the Court's efforts and build the public's trust and confidence in the judiciary.

PERFORMANCE OBJECTIVES

- Continue to manage the caseload in a manner that ensures organizational goals are met.
- Continue to identify and implement case management strategies to minimize case processing time.
- Continue to meet all reporting demands associated with finances, caseload and abstract processing.

47th District Court

- Continue to focus efforts on the collection of outstanding receivables including the use of the special “show cause” calendar and other collection strategies.
- Continue the Court’s Sobriety Court project and work with the State Court Administrative Office on the evaluation component.
- Maintain the success of the Court’s Community Work Program (CWP), which provides approximately 14,000 free labor hours for work projects in Farmington and Farmington Hills.
- Continue to identify areas for improvement in courthouse security and develop and implement policies and practices to ensure public safety.
- Continue to work with the councils and administrations of both cities to address issues of mutual concern and coordinate services for the benefit of the public.
- Continue to be actively involved in the community through working with school and community groups to increase awareness of court-related issues affecting the public.
- Continue implementation of the Court’s document imaging/management system to allow for greater efficiencies in record management and access.

	Performance Indicators *	2012/13 Actual	2013/14 Projected	2014/15 Estimated
Service Level	Farmington Hills Contribution to Court Expenses	\$2,417,806	\$2,507,164	\$2,580,306
	Farmington Contribution to Court Expenses	\$437,931	\$499,749	\$431,959
	Total Farmington Hills Court Fine Revenue	\$2,006,071	\$2,015,600	\$2,035,756
	Total Farmington Court Fine Revenue	\$637,928	\$559,000	\$636,000
	Farmington Hills - Community Work Program Revenue	\$78,193	\$74,000	\$75,500
	Farmington Hills – Court Contribution to Court Building Debt Service	\$99,369	\$94,500	\$94,500
	New Case Filings – Farmington Hills Venue *	20,837	20,937	21,000
	New Case Filings – Farmington Venue *	5,788	4,340	5,000
	Total Dispositions (Calendar Year) *	27,800	27,541	28,000
	Total Community Work Program Labor Hours*	13,544	12,376	12,500
	Efficiency	Cost to Cities Per Case Disposition	\$102.72	\$104.98
Revenue to Cities Per Case Disposition (Excluding CWP Revenue)		\$102.37	\$103.48	\$103.57
Estimated Minimum Labor Value of Community Work Program to Cities (Based on minimum wage labor rate; includes insurance, supervision, and transportation costs paid).		\$179,002	\$175,000	\$175,000

*Caseload, CWP labor hours, and abstract processing statistics reported are for the calendar year 2012 actual, calendar year 2013 actual, and projected calendar year 2014. Financial statistics reported (except CWP value) are for fiscal year July 1 – June 30.

FARMINGTON YOUTH ASSISTANCE

Farmington Youth Assistance is a volunteer organization serving the Farmington School District Area. It is not a Board or Commission of the City; but it works cooperatively with the Oakland County Probate Court, the schools, police, parents, youth and community resources to help families and young people. Its primary goal is to prevent delinquency and neglect by providing counseling. Funding is provided by the City of Farmington Hills and the City of Farmington.

FARMINGTON AREA ARTS COMMISSION

An encouraging environment stimulates performing and creative artists to study and present their talents. This joint Farmington Hills/Farmington Commission works toward that end by defining and creating appropriate programs to implement artistic and cultural activities that touch many areas such as: music, theater, dance, education institutions, visual arts, literature and letters, architecture and architectural landscaping, museums, and allied arts and crafts. The Commission also encourages public interest in the cultural heritage of the community. This Commission is comprised of 9 members--6 from Farmington Hills and 3 from Farmington--each are appointed by their respective Mayors with concurrence by the City Councils for staggered 3-year terms. Meetings are held on the third Thursday of each month except June/July/August.

FARMINGTON AREA COMMISSION ON AGING

The goals of this joint Farmington Hills/Farmington Commission are all geared toward the betterment of daily living for older adults. The Commission examines social attitudes, creates community awareness, establishes a climate for living independently with dignity, and encourages recognition for their contribution to the past and present. The Commission holds public forums in Farmington Hills and Farmington to identify the needs of the older, adult community. (An advisory council has also been formed to represent their concerns, identify resources at local, County, State, and Federal levels for their assistance and work with elected and appointed representatives in the community to more effectively aid them and provide current factual information regarding the aged in the community.) The Commission is comprised of 11 members--8 from Farmington Hills and 3 from Farmington--each are appointed by their respective Mayors with concurrence of their City Councils for staggered 3-year terms. The Senior Adult Program Supervisor serves as a non-voting member and liaison to the Commission. Meetings are held the fourth Tuesday of each month.

MAYOR'S YOUTH COUNCIL

The Mayor's Youth Council is an advisory Council charged with the authority and responsibility of making recommendations to the Cities of Farmington Hills and Farmington concerning the needs and concerns of youth and the community, and the appropriate means by which public and private agencies including volunteer efforts may address such needs and concerns. The Youth Council consists of eleven high school students from Farmington Hills, appointed by the Mayor with the concurrence of the City Council and two high school students from the City of Farmington, appointed by the Mayor with the concurrence of the City Council. Members serve for one year terms and until their successors are appointed and qualified. Members may serve for more than one term.

MULTICULTURAL/MULTIRACIAL COMMUNITY COUNCIL

The purpose of this Council, representing schools, government, clergy, business, service groups and residents, is to enhance the basic human dignity of all people, and to assure that all residents of Farmington and Farmington Hills feel welcome and comfortable in their City, schools and neighborhoods. The Council promotes community awareness and acceptance of diversity through the development and implementation of appropriate action plans. The principles of the Council are to improve race relations in the community and to promote a climate of inclusion and welcome in the Farmington/Farmington Hills area. Anyone with an interest in the mission and goals of the Council is eligible to apply for membership. Limited funding for the Council is provided by the two Cities and the School District. Steering Committee meetings are held on the third Thursday of each month, and there are monthly forums/presentations for the general membership on designated dates.

COMMISSION ON CHILDREN, YOUTH & FAMILIES

This Commission was established to encourage an environment where children, youth, and families are happy, healthy, educated, and safe and have the opportunity to reach their full potential. The Commission consists of 12-19 members appointed by the Mayor with concurrence of the City Council for staggered 3-year terms. Meetings are held the first Thursday of every month.

EMERGENCY PREPAREDNESS COMMISSION

This committee, established by the City Council, is comprised of residents, business owners, and representatives of the Police and Fire Departments. Its mission is to support and enhance the efforts of local public safety organizations in helping ensure that residents and business owners have the information, education and skills necessary to protect themselves, their families, homes and businesses in the event of a local emergency.

FARMINGTON HILLS BEAUTIFICATION COMMISSION

The purpose of the Beautification Commission is to report to City Council areas of the city in need of aesthetic and environmental attention, to encourage high standards of appearance among property owners, to be an example for others by supporting and participating in aesthetic and environmental projects, to be knowledgeable about city projects and to participate in the Annual Beautification Commission Awards ceremony. The commission consists of up to 21 members, appointed by the Mayor with concurrence of the City Council, for staggered 3-year terms. Beautification Commission meetings are held on the third Tuesday of the month.

HISTORICAL COMMISSION

The purpose of the Commission is to collect, arrange, and preserve historical material indicative of the lives, customs, dress, and resources of the early residents of the Farmington Hills area. They also publish source material and historical studies on the history of the area including such materials as may be furnished for that purpose by educational institutions and by the Michigan Historical Commission. The members are appointed by the Mayor with concurrence of the City Council, and there is no limit on membership. This Commission meets the second Wednesday of the month.

HISTORIC DISTRICT COMMISSION

The purpose of this Commission is to safeguard the heritage of Farmington Hills by establishing and preserving districts in the City which reflect elements of the cultural, social, economic, political or architectural history; stabilize and improve property values in and adjacent to such districts; promote civic beautification of structures and lands within the historic districts for historic and cultural preservation; and promote the use of historic districts and local history for the education, pleasure, and welfare of the citizens of the City. There are 7 members appointed by the Mayor with the concurrence of the City Council. They meet on the second Wednesday of each month except December.

COMMITTEE TO INCREASE VOTER PARTICIPATION

The purpose of this Committee is to stimulate and improve voter participation in all elections and to increase the quality and quantity of publicity and information regarding such elections. It consists of 9 members appointed by the Mayor with concurrence of the City Council for staggered 3-year terms. The Committee meets on the first Wednesday of each month.

COMMISSION FOR ENERGY & ENVIRONMENTAL SUSTAINABILITY

The Commission for Energy and Environmental Sustainability (CEES) was originally established in February 2008 as the Green Efforts Committee. In the first year the Committee was tasked with providing recommendations that would provide energy and cost savings to the City. In February 2009, the Committee was extended for another two years and its purpose was expanded. Its mission was to collaborate with City Staff and the community to enhance energy efficiency and sustainability by encouraging policies and practices based on economical, environmental and community values. In 2011, the Green Efforts Committee was elevated to a Commission. The Commission consists of eleven members appointed by the Mayor with Concurrence by City Council. Meetings are held the third Tuesday of each month. For more information visit: www.sustainablefh.com.

PARKS AND RECREATION COMMISSION

The Commission's prime objective is to coordinate recreational programs and to improve, expand, and reflect the park, recreational and cultural needs of the community. It works with other communities and City departments to develop and maintain aesthetically pleasing site development, care, and adequate safety conditions. The Commission is comprised of 9 members appointed by the Mayor with concurrence of the City Council for staggered 3-year terms. Meetings are held the second Tuesday of each month or as needed.

ZONING BOARD OF APPEALS

The Board acts on all questions arising under the Zoning Ordinance. It hears and decides appeals from property owners, and reviews any order, requirement, decision or determination made by an administrative official regarding the Zoning Ordinance. It is comprised of 7 members plus 2 alternates appointed by the Mayor with concurrence of the City Council for staggered 3-year terms. The Zoning Board of Appeals meets on the second Tuesday of the month.

PLANNING COMMISSION

The purpose of this Commission is to promote public health, safety, and welfare through sound land use planning. The Planning Commission's Capital Improvements Plan plans for a system of transportation, sewage disposal, safe and adequate water supply, recreation, and other public improvements. The Planning Commission is responsible for making and adopting a master plan as a guide for development, including a determination of the extent of probable future needs. The Commission consists of 9 members appointed by the Mayor with concurrence of the City Council for staggered 3-year terms. Meetings are held on the first, second and third Thursday of each month.

ASSESSMENT BOARD OF REVIEW

This is a statutory board responsible for the review of the tax assessment role and to hear citizens' appeals of their assessments. The 3-member board has the authority to make corrections where necessary and to endorse the tax roll of the City for the year in which it has been prepared in accordance with Section 7.06 of the Charter. Board members are appointed by the Mayor with concurrence of the City Council for 3-year staggered terms. The Chairperson is chosen the first day of the meeting. The City Assessor serves on the Board but cannot vote. All other members cannot be City employees. The Board meets the second, third and fourth weeks in March; once during the third week of July; and once during the second week of December.

RETIREMENT BOARD

The Board has the authority to administer, manage, and operate the retirement system and to construe and make effective the provisions of the Pension Ordinance. The retirement system provides for the retirement of City employees. This 7 member Board is comprised of the City's Finance Director, 2 representatives from the Police/Fire union, 2 General Employee representatives, and 2 City Council appointed members. Meetings are held at least once every quarter at City Hall. Expenses are paid through the Farmington Hills Retirement Plan.

BOARDS, COMMISSIONS AND AGENCIES

DEPARTMENT NUMBER: 115

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(800) JOINTLY FUNDED AGENCIES							
021	Farmington Area Youth Assistance	45,333	43,591	43,543	43,543	43,563	43,563
031	47th District Court	2,577,864	2,417,806	2,507,027	2,507,164	2,580,306	2,580,306
033	Farmington Area Arts Commission	898	909	820	820	820	820
034	Commission on Aging	1,039	619	1,638	1,638	1,639	1,639
038	Multicultural/Multiracial Comm. Council	3,721	331	8,269	8,269	8,272	8,272
039	Comm. on Children/Youth/Families	941	696	2,426	2,426	2,428	2,428
042	Mayor's Youth Council	137	5,796	3,910	3,910	3,911	3,911
043	Emergency Preparedness Commission	297	786	2,329	2,329	2,330	2,330
		<u>2,630,230</u>	<u>2,470,534</u>	<u>2,569,962</u>	<u>2,570,099</u>	<u>2,643,269</u>	<u>2,643,269</u>
(800) OTHER BOARDS & COMMISSIONS							
002	Zoning Board of Appeals	5,392	7,340	8,229	7,500	7,040	7,040
004	Retirement Board	728	24	0	0	0	0
005	Assessment Board of Review	6,544	5,618	9,680	7,500	8,000	8,000
024	Beautification Commission	4,389	5,015	5,410	5,410	5,410	5,410
032	Historical Commission	256	1,125	5,606	2,500	5,606	5,606
036	Historic District Commission	643	2,780	6,021	4,705	5,121	5,121
037	Parks & Recreation Commission	846	1,073	1,500	1,500	1,500	1,500
040	Comm. to Increase Voter Participation	658	326	667	667	667	667
044	Comm. for Energy & Environ. Sustainability	544	496	999	999	999	999
109	Planning Commission	39,057	34,317	42,342	42,342	42,342	42,342
		<u>59,057</u>	<u>58,114</u>	<u>80,454</u>	<u>73,123</u>	<u>76,685</u>	<u>76,685</u>
DEPARTMENT TOTAL		<u>2,689,287</u>	<u>2,528,648</u>	<u>2,650,416</u>	<u>2,643,222</u>	<u>2,719,954</u>	<u>2,719,954</u>

Boards & Commissions comprise 5.17% of the General Fund's proposed budget.

GENERAL GOVERNMENT SUMMARY

The General Government classification of the General Fund budget represents a group of departments and functions which provide primarily legislative, administrative and logistical support for departments generally regarded as operating departments, as well as appropriations to support other Funds of the City. The operating departments provide the citizens and property owners of the community with direct services. Although most of the services performed by this General Government group are of an internal nature, some limited external public services are provided such as: election and voter services, property information, tax rates and collection, public information and employment opportunities.

A summary of the budget allocation for these components is contained in the schedule below:

DIV.		2011/12	2012/13	2013/14	2013/14	2014/15	2014/15
NO.	Category and Line Item	Actual	Actual	Current	Estimated	Proposed	Adopted
		Expenditures	Expenditures	Budget	Expenditures	Budget	Budget
GENERAL GOVERNMENT:							
101	City Council	103,397	104,780	108,238	105,486	110,565	110,565
172	City Administration	871,582	807,670	681,991	679,387	683,668	683,668
175	Public Information	391,259	391,671	349,995	349,893	351,122	351,122
202	Finance	1,694,771	1,664,477	1,534,391	1,522,558	1,627,498	1,627,498
210	Corporation Counsel	568,066	556,558	598,000	579,500	597,500	597,500
215	City Clerk	637,811	716,981	610,936	596,362	633,591	633,591
226	Human Resources	402,148	419,181	405,986	420,797	370,150	370,150
250	Central Services	1,263,967	1,351,434	1,075,731	1,051,136	1,142,544	1,142,544
290	Support Services	1,304,801	1,245,184	1,880,709	1,855,348	2,317,885	2,317,885
298	Post Employment Benefits	0	0	3,124,131	4,500,851	3,032,015	3,032,015
TOTAL GENERAL GOVERNMENT		7,237,802	7,257,936	10,370,108	11,661,318	10,866,538	10,866,538
OTHER FINANCING USES							
299	Interfund Transfers	2,433,906	4,121,412	3,823,615	3,973,615	4,439,764	4,589,764
TOTAL		9,671,708	11,379,348	14,193,723	15,634,933	15,306,302	15,456,302

CITY COUNCIL

MISSION STATEMENT: Provide policy leadership for the community and administration on all issues that affect the health, safety and welfare of Farmington Hills.

The citizens are represented by seven elected officials. The Mayor is elected directly by the electorate for not more than two consecutive two-year terms. The six City Council Members are elected for staggered terms of four years each. The Council meets at least twice monthly, and conducts specially scheduled Study Sessions on an as-needed basis.

The Mayor and Council members are collectively responsible for establishing public policy, adopting a budget, and hiring and directing the City Manager. In addition, the Council appoints the City Clerk and the City Attorney. The City Council represents the City in various local, regional, state, and national boards, commissions, and committees. The Council also provides public leadership and communicates with constituents about the various issues of the community.

One of the primary duties of the City Council is to establish policies. Policy is established in the approval of ordinances, the adoption of resolutions, the setting of goals and objectives, the determination of priorities for public services, and the approval of programs throughout the City. Policy is also established through the approval and amendment of the operational and capital budgets, the approval of grant applications, ratification of labor contracts, and the approval of land acquisitions and major purchases.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Provide policy direction to the City Administration in the implementation and evaluation of various City programs. (1, 2)
- Ensure the City's long-term financial stability by adopting a fiscally responsible budget, monitoring expenses, and continually seeking alternative revenue sources. (2)
- Preserve and improve the City's infrastructure and economic base. (3, 5, 12, 13)
- Strengthen activities, programs, and services that give adults and children the opportunity to enrich their lives, enhance their future, and build a stronger community. (4, 6, 12, 13).
- Take an active roll in promoting energy and environmental sustainability throughout the community. (10)
- Protect home rule so that local issues are decided by the City through its residents. (14)
- Enhance communications between the residents and the City government through the City Website, cable programming, citizen/business engagement efforts, the Focus newsletter, surveys and other media. (4, 11)
- Work with state and federal officials to reduce and effectively manage legislative mandates that create administrative and financial challenges for local governments. (7, 14)
- Help shape public policy at the state and federal level by tracking pending legislation and advocating for initiatives deemed beneficial to the City. (7, 14)

PERFORMANCE OBJECTIVES

- Continue to evaluate and implement the recommendations of the Vision 2020 reports and Sustainability Study by engaging the City’s boards and commissions, public, and staff to implement some, all, or parts of the recommendations as determined to be appropriate for the future long-term health of the City.
- Support environmental sustainability and energy efficiency through City Policy and the Commission for Energy and Environmental Sustainability.
- Expand communication with the public through further use of technology by enhancing the City website, listservs, the low frequency radio station, and other alternatives.
- Improve public bus transportation by engaging and partnering with SMART and the RTA.
- Continue to evaluate further cooperative relationships with the neighboring communities of Farmington, Livonia, Novi, and Southfield.
- Educate the public regarding emergency preparedness through the Emergency Preparedness Commission to increase the City’s ability to respond in the event of a major emergency.
- Continue the implementation of tools and polices that encourage private sector reinvestment and redevelopment along the East Grand River, Eight Mile Road, and Orchard Lake Road corridors to improve the long-term viability of these areas.
- Involve high school age students in City government through the Mayor’s Youth Council, to encourage their participation in other boards and commissions, and to bring awareness of City issues into the high schools.
- Work proactively to engage millennial residents (age 18 – 35) in the local government process.
- Address strategic policy issues in the areas of public safety, traffic, community and economic development, telecommunications, transportation, and technology.
- Equitably administer the City’s tax abatement policy and encourage economic development while protecting the long-term financial interests of the City.
- Encourage redevelopment throughout the City by continuing to support policies that streamline permitting, simplify the PUD process, and make way for current and future residential and commercial building needs

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	Regular Meetings Held	21	21	21
	Special Meetings Held	2	1	1
	Goals Sessions	1	1	1
	Study Sessions	20	21	21
	Public Hearings	21	13	18
	Ordinances Enacted	10	9	10
	Agenda Items Requiring Action / Resolutions Adopted	230	189	200
Efficiency	Activity Expenditures as a % of General Fund	0.21%	0.20%	0.21%

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$2,752 or 2.5% decrease from the current budget and adopted budget.
- The decrease results primarily from savings in Conferences and Workshops.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$5,079 or 4.8% increase from the FY 13-14 year-end projection.
- The increase results primarily from increases in Memberships and Licenses.

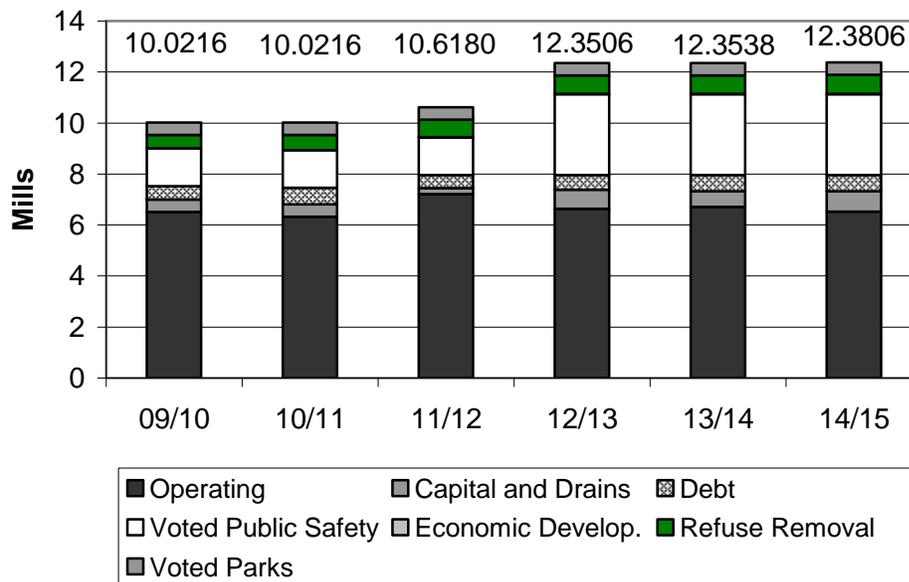
	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
City Council	\$103,397	\$104,780	\$108,238	\$105,486	\$110,565

City Council

DEPARTMENT NUMBER: 101

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES							
010	Wages	46,622	46,622	46,633	46,633	46,633	46,633
200	Social Security	3,566	3,566	3,567	3,567	3,567	3,567
350	Workers Compensation	37	23	52	52	52	52
	Category Total	50,225	50,211	50,252	50,252	50,252	50,252
(801) PROFESSIONAL & CONTRACTUAL							
001	Conference & Workshops	17,340	19,464	21,940	19,306	22,916	22,916
002	Memberships & Licenses	33,600	33,237	33,546	33,428	34,897	34,897
070	Miscellaneous Expense	2,232	1,868	2,500	2,500	2,500	2,500
	Category Total	53,172	54,569	57,986	55,234	60,313	60,313
DEPARTMENT TOTAL		103,397	104,780	108,238	105,486	110,565	110,565

CITY MILLAGE RATES



CITY ADMINISTRATION

MISSION STATEMENT: Under the direction of the City Council, provide administrative leadership and management of the daily operations of the City government.

The City Manager's Office is responsible for the day-to-day administration of the municipal organization under the leadership of the City Manager. This office also provides staff support for the City Council. The Office undertakes special projects, handles citizens' inquiries, customer requests for service, and communications from other governments and agencies. The City Manager approves key purchases and personnel actions. This office provides direct supervision to the City departments noted on the Organization Chart.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

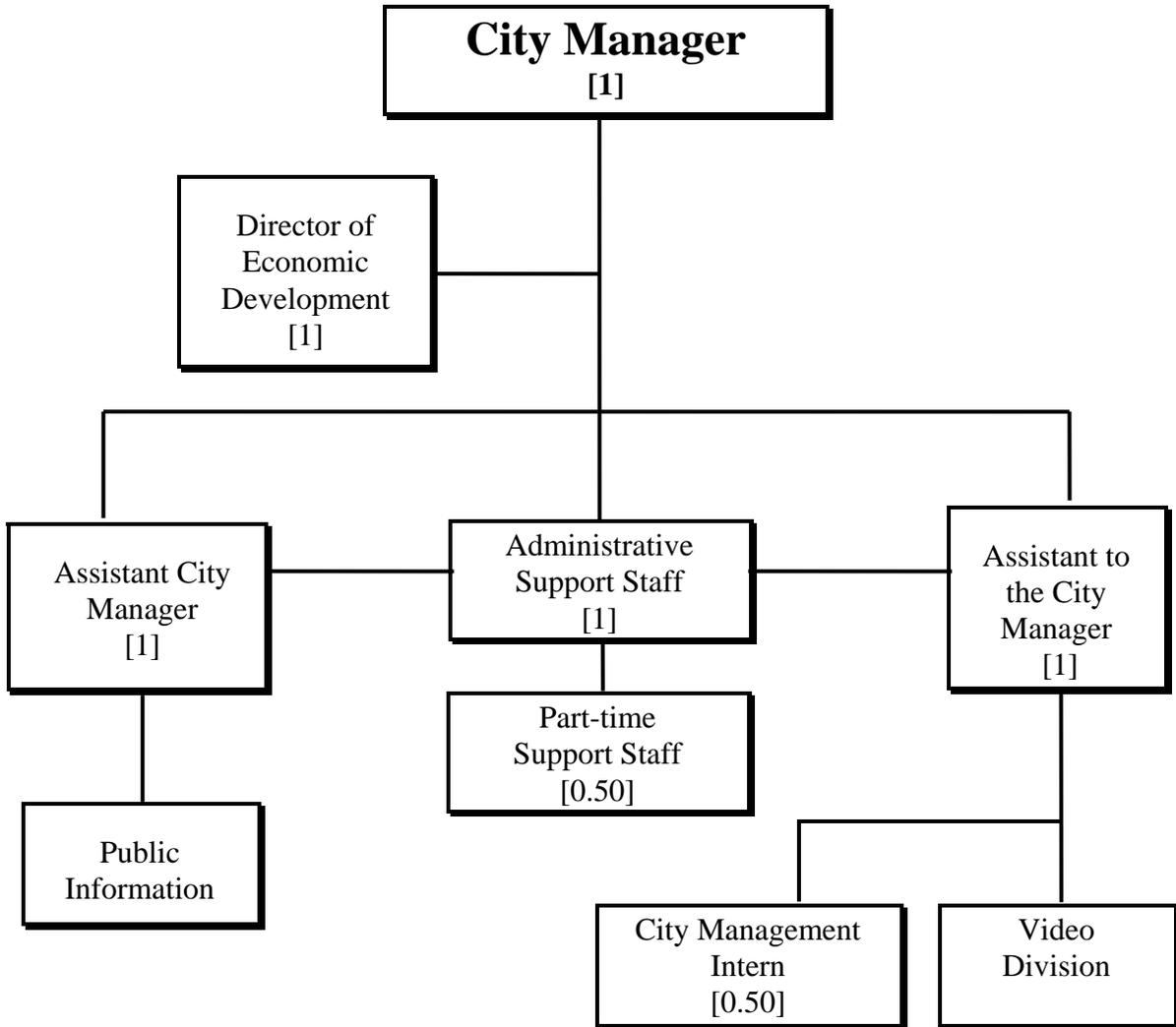
- Continue to develop and maintain Farmington Hills as a quality community for future generations. (1 – 14)
- Identify key priorities and establish procedures that ensure effective management of available resources. (2)
- Identify and implement innovative strategies and priorities that move Farmington Hills beyond economic recovery into growth. (1-14)
- Develop a budget for City operations and capital improvements that encourages investment, creativity, accountability, and fiscal responsibility. (2, 9, 10, 12, 13)
- Provide effective leadership to administrative departments maintaining a climate of positive employee relations that facilitates excellent service to the public. (8)
- Champion environmental sustainability through innovative City policies and initiatives that lessen the City's impact on the environment, reduces energy costs, promotes economic development, and advances community pride. (2, 10, 12, 13)
- Develop and implement a brand story and marketing effort that sets Farmington Hills apart from its peers to attract new residential and commercial interest and investment.(5,11)
- Provide pertinent and timely information to City Council regarding local, state, and federal issues to protect the interests of the City and its residents. (7, 14)
- Work in partnership with City Council to achieve the City's mission and goals. (1-14)
- Through Human Resources, continue efforts to have staff reflect the community. (11)

PERFORMANCE OBJECTIVES

- Continue to systematically review operations and services for greater efficiency.
- Promote and pursue additional outside funding for infrastructure improvements, capital items, and other special projects.
- Continue to analyze and evaluate recommendations of the Vision 2020 Reports and Sustainability Study and direct the implementation of some, all, or portions of the recommendations as determined to be appropriate by the City Council.
- Work with state, county, and local officials to continue and improve the City’s business retention and attraction efforts.
- Continue to monitor developments regarding the upcoming SMART millage and the Regional Transit Authority with the objective of improving and expanding the availability of public transportation services.
- Work with the Corridor Improvement Authority (CIA) Board of Directors, Grand River Avenue stakeholders, City of Farmington CIA Board of Directors, and local taxing jurisdictions to assemble, and gain partnership in, the CIA Development and Tax Increment Financing Plans to facilitate the implementation of the Grand River Corridor Vision Plan.
- Work with the City Council, Community Stakeholders, Non-Profit Organizations, such as the Michigan Municipal League, and other appropriate parties to develop a comprehensive place making strategy designed to attract and retain knowledge-based workers, entrepreneurs and growing sectors of the economy.

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	Council, Board, and Commission Meetings Staffed	84	87	92
	City Council Agenda Items prepared for Council Action	230	189	200
	Executive Staff Meetings	50	50	50
	Administrative Policies Implemented	2	0	0
Efficiency	Average Response Time to Citizen Inquiry	4 Hours	4 Hours	4 Hours
	Activity Expenditures as a % of General Fund	1.75%	1.32%	1.30%

CITY ADMINISTRATION



Total Full Time Equivalent [6.0]

STAFFING LEVELS

Acct. No.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
CITY ADMINISTRATION & MANAGEMENT					
(010) Administrative and Clerical					
	City Manager	1	1	1	1
	Assistant City Manager	1	1	1	1
	Secretary to City Manager	1	1	1	1
	Director of Economic Development	1	1	1	1
	Assistant to City Manager	1	1	1	1
		5	5	5	5
(038) PART-TIME					
		0.5	0.5	1	1
DEPARTMENT TOTAL					
		5.5	5.5	6	6

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$2,604 or 0.4% decrease from the current budget and adopted budget.
- The decrease results primarily from a projected less than budget expenditure in health insurance and conference and workshops.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$4,281 or 0.6% increase from the FY 13-14 year-end projection and \$1,677 or 0.2% increase from the FY 13-14 budget.
- The budget to budget increase results primarily from higher supply expenditures.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
City Administrator	\$871,582	\$807,670	\$681,991	\$679,387	\$683,668

City Administration

DEPARTMENT NUMBER: 172

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702)	SALARIES & WAGES						
010	Administrative & Clerical	480,128	453,489	473,025	478,660	478,546	478,546
038	Part-time	12,011	8,552	19,300	20,550	28,500	28,500
106	Sick & Vacation	52,973	14,680	7,875	7,875	7,875	7,875
112	Overtime	78	0	0	0	0	0
200	Social Security	34,371	36,811	36,619	36,285	37,456	37,456
250	Blue Cross/Optical/Dental	63,341	47,106	59,648	52,100	49,856	49,856
275	Life Insurance	2,884	2,927	3,296	2,857	3,313	3,313
300	Pension - DC	15,995	20,074	26,018	26,755	18,246	18,246
305	Pension - DB	95,398	102,381	0	0	0	0
308	Post Retirement Healthcare	59,112	69,354	0	0	0	0
325	Longevity	26,855	27,630	20,348	20,403	22,368	22,368
350	Worker's Compensation	913	624	1,186	1,165	1,168	1,168
700	Salary & Wage Charged to EECBG	(1,023)	0	0	0	0	0
	Category Total	<u>843,036</u>	<u>783,628</u>	<u>647,315</u>	<u>646,650</u>	<u>647,328</u>	<u>647,328</u>
(740)	OPERATING SUPPLIES						
001	Gas & Oil	3,488	5,056	5,950	5,832	5,950	5,950
002	Books & Subscriptions	59	118	59	59	59	59
008	Supplies	1,806	1,774	2,200	2,200	4,000	4,000
040	Miscellaneous Expense	267	116	400	400	400	400
	Category Total	<u>5,620</u>	<u>7,064</u>	<u>8,609</u>	<u>8,491</u>	<u>10,409</u>	<u>10,409</u>
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conferences & Workshops	7,342	5,604	12,115	10,000	10,820	10,820
002	Memberships & Licenses	3,892	2,436	3,762	3,856	3,420	3,420
005	Fleet Insurance	2,400	2,046	2,190	2,190	2,191	2,191
006	Vehicle Maintenance	2,090	592	800	1,000	800	800
013	Education & Training	0	0	0	0	1,500	1,500
041	Vehicle Allowance	7,200	6,300	7,200	7,200	7,200	7,200
042	Mileage Reimbursement	2	0	0	0	0	0
	Category Total	<u>22,926</u>	<u>16,978</u>	<u>26,067</u>	<u>24,246</u>	<u>25,931</u>	<u>25,931</u>
	DEPARTMENT TOTAL	<u>871,582</u>	<u>807,670</u>	<u>681,991</u>	<u>679,387</u>	<u>683,668</u>	<u>683,668</u>

PUBLIC INFORMATION

MISSION STATEMENT: Disseminate information on City activities to the public through the most appropriate media available including the City website, Facebook, listserv, Focus newsletter, print media, TV, radio, online publications, the City's local cable Channel 8, AM radio station, and electronic signs.

Keeping the public informed about City services is essential to maintaining the continued trust of those we serve. The two components of public information in the City, Public Relations and Video Production, function together under the direction of the City Manager's Office. This cohesive, focused approach provides a comprehensive public information program.

The municipal cable channel, The Great 8, provides City information and video programming 24 hours a day, seven days a week. Television programming from all City departments is a valuable tool to inform viewers of local issues. The schedule for Channel 8 programs can be found on the City website at www.fhgov.com/Community/Cable.asp

The City website, Facebook, and listserv provide regular updates on City news and events. News releases promote the City in local media outlets. The Annual Report highlights the previous year's activities and is distributed each January to every residential address in the City. The Focus newsletter informs residents of City activities, programs, and services and is distributed to all residents twice annually.

GOALS

The number in parentheses shows the link between the departmental goal and the City goals.

- Keep residents, businesses, and organizations informed about municipal activities, programs, and projects. (11)
- Give departments, boards, and commissions the opportunity to use Channel 8 for promotional and educational purposes. (11)
- Continue to enhance public confidence and trust in City government. (1-14)
- Promote City events and services, and present City information and issues through various media. (11)
- Promote a vibrant and viable community.(11)
- Further explore social media as a means to increase the dissemination of public information. (4, 11)
- Reinforce residents' confidence and pride in a City that cares about the needs of the community. (4-11)
- Inform listeners about emergencies, weather, traffic, and road conditions through broadcasts on 1650 AM. (3,11)

PERFORMANCE OBJECTIVES

- Promote the benefits of living and working in the City of Farmington Hills.
- Provide information to assist residents in making informed decisions about City government.
- Disseminate information on City services, City events, and emergency conditions.
- Develop new, primarily online, topical and informative programming targeting young professionals and families.

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	Video Division programs produced	146	142	142
	Total programs produced for Channel 8	182	167	167
	Resolutions and proclamations produced	32	32	32
	News releases/flyers produced & disseminated	360	350	350
	Newspaper columns produced	8	8	8
	Newsletters/annual report produced	3	3	3
Efficiency	Number of programs produced per full time staff	60.6	55.7	55.7
	Activity Expenditures as a % of General Fund	0.79%	0.68%	0.67%

STAFFING LEVELS

Acct. No.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
(010)	Salaries & Wages				
	Video Manager	1	1	1	1
	Production Specialist	2	2	2	2
	Public Information Coordinator	1	1	1	1
		<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>
038	PART-TIME	0	0	0	0
		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	DEPARTMENT TOTAL	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>

This Department is partially supported by a \$8,482 contribution from SWOCC for Personnel Costs in FY 2014/15.

Public Information

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$102 or 0.03% decrease from the current budget and adopted budget.
- The decrease results primarily from the projected net of various small increases and decreases.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$1,229 or 0.35% increase from the FY 13-14 year-end projection.
- The increase results primarily from higher cost for sick and vacation payout, health insurance, longevity, and the newsletter, partially offset by lower supply costs.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Public Information	\$391,259	\$391,671	\$349,995	\$349,893	\$351,122

DEPARTMENT NUMBER: 175

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) Salaries & Wages							
010	Salary - Full Time	205,049	204,263	205,050	205,050	205,050	205,050
106	Sick & Vacation	648	2,593	1,945	1,945	2,982	2,982
200	Social Security	16,150	16,304	16,541	16,400	16,691	16,691
250	Blue Cross/Optical/Dental	58,280	54,495	65,087	65,087	66,586	66,586
275	Life Insurance	920	1,018	1,024	1,024	1,024	1,024
300	Pension - DC	5,270	5,256	5,306	5,306	5,342	5,342
305	Pension - DB	37,678	40,410	0	0	0	0
308	Post Retirement Healthcare	23,347	27,374	0	0	0	0
325	Longevity	8,133	8,341	9,213	9,199	10,152	10,152
350	Worker's Compensation	394	253	536	510	519	519
	Category Total	<u>355,869</u>	<u>360,307</u>	<u>304,702</u>	<u>304,521</u>	<u>308,346</u>	<u>308,346</u>
(740) Operating Supplies							
001	Gas and Oil	528	455	613	592	613	613
008	Supplies	1,291	1,939	7,000	7,000	3,500	3,500
	Category Total	<u>1,819</u>	<u>2,394</u>	<u>7,613</u>	<u>7,592</u>	<u>4,113</u>	<u>4,113</u>
(801) Professional & Contractual							
005	Fleet Insurance	0	366	330	330	363	363
006	Vehicle Maintenance	394	334	500	600	500	500
007	Equipment Maintenance	0	226	300	300	300	300
024	Newsletter	33,177	18,192	36,550	36,550	37,500	37,500
	Category Total	<u>33,571</u>	<u>19,118</u>	<u>37,680</u>	<u>37,780</u>	<u>38,663</u>	<u>38,663</u>
Capital Outlay							
020	Production Equipment	0	9,852	0	0	0	0
	Category Total	<u>0</u>	<u>9,852</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
DEPARTMENT TOTAL		<u>391,259</u>	<u>391,671</u>	<u>349,995</u>	<u>349,893</u>	<u>351,122</u>	<u>351,122</u>

FINANCE DEPARTMENT

MISSION STATEMENT:

Maintain accurate and complete records of all financial transactions, assets and liabilities, safeguard City assets, prepare financial statements and reports and maintain investment grade status for City issued debt instruments with rating agencies. To insure that all ad valorem assessments and taxable values in the City of Farmington Hills are accurate, uniform and equitable and made in conformance with all applicable State directives and statutes.

The Finance Department is comprised of the Administration, Accounting, Assessing and Treasury Divisions. At the direction of the Finance Director/Treasurer, the Finance Department's service to the community is assigned either by City Charter, State Statute or the City Manager.

The fiduciary and accounting functions include the control and accountability for all the monies received, disbursed or held in trust for all the financial activity of the City, which includes 22 separate budgeted accounting Funds. The Treasury's responsibilities, in addition to recording all City receipts/money, include a cash management program aimed at maximizing investment income while safeguarding the principal. The Finance Department also maintains relationships with the financial institutions servicing the City, which also serve as a liaison with national rating agencies that rate the City's bond issues.

The Assessing Division's primary responsibility is to annually prepare the property tax assessment roll. This function requires the Division to maintain accurate and complete records of all taxable real and personal property in the City. In light of mandates in assessment administration brought about by Proposal A, the Assessing Division has had to continually monitor and comply with ever changing requirements in assessment administration including the classification of homestead and non-homestead exemptions, updating this information with the State of Michigan, and the filing and recording of property transfer affidavits. Presently, the City has approximately 27,800 real parcels (of which 590 are tax-exempt) and 3,100 personal property descriptions. The Assessing Division provides accurate maintenance of the assessment rolls by field inspections of building permits issued by the City as well as random reviews of existing assessment records, as well as provides information and assistance to taxpayers of the City by phone, email and in person.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Issue the Comprehensive Annual Financial Report (CAFR) in accordance with Generally Accepted Accounting Principles (GAAP) that meets the Government Finance Officers Association (GFOA) Certification program for excellence in financial reporting. (9)
- Provide accurate and timely financial and accounting services to internal and external customers. (9)
- Provide accurate and timely payroll to employees and fulfill all federal and state reporting requirements. (8,9)

Finance Department

- Provide timely payments to vendors within appropriate internal approvals. (9)
- Ensure customer service and easy access to our property records. (1)
- Ensure compliance with financial reporting standards set by the Governmental Accounting Standards Board (GASB) and State of Michigan Public Acts. (9)
- Provide risk management activities, which will safeguard all City assets in the most cost-effective manner. (2,9)
- Insure a competent audit firm performs an annual audit and that the City's CAFR is published and made available to the general public on the City's website. (9)
- Maintain an investment grade bond rating of a "AA" or above. (9)
- Provide professional money managers to manage and administer the City's Pension and Post-Retirement benefits. (2-9)
- Assist in developing and implementing needed programs to reduce costs, increase revenues, and add efficiencies. (2)
- Support the continuous professional development and empowerment of staff. (8)
- Provide programs and procedures that ensure a fair and equitable assessment administration system, according to the City Charter and the Michigan General Property Tax Laws. (9)
- Provide a professionally certified and educated staff to meet objectives. (8)
- Prepare the staff for professional advancement opportunities. (8)

PERFORMANCE OBJECTIVES

- Continue to train/cross-train all staff, and maintain/update Standard Operating Procedures in order to better serve internal and external users.
- Continue to expand the use of the City's Financial Software (Eden) by using the Accounts Payable module to provide an ACH/Direct Debit payment option to the City's vendors.
- Manage the City's Debt to leverage funding for long-term capital projects while continuing to maintain or enhance the City's strong bond ratings.
- Account for all City financial transactions timely and accurately to limit the number of auditor adjusted journal entries.
- Work with the City's Auditor of Record to continually keep updated on new and pending GASB Statements impacting the City and develop a long-term staffing plan to manage the resulting workload.
- Continue to review and study the accounting consolidation of the Special Assessment Fund's various Districts into their primary Funds, i.e., Local Road Fund, Water Fund or Sewer Fund, respectively.

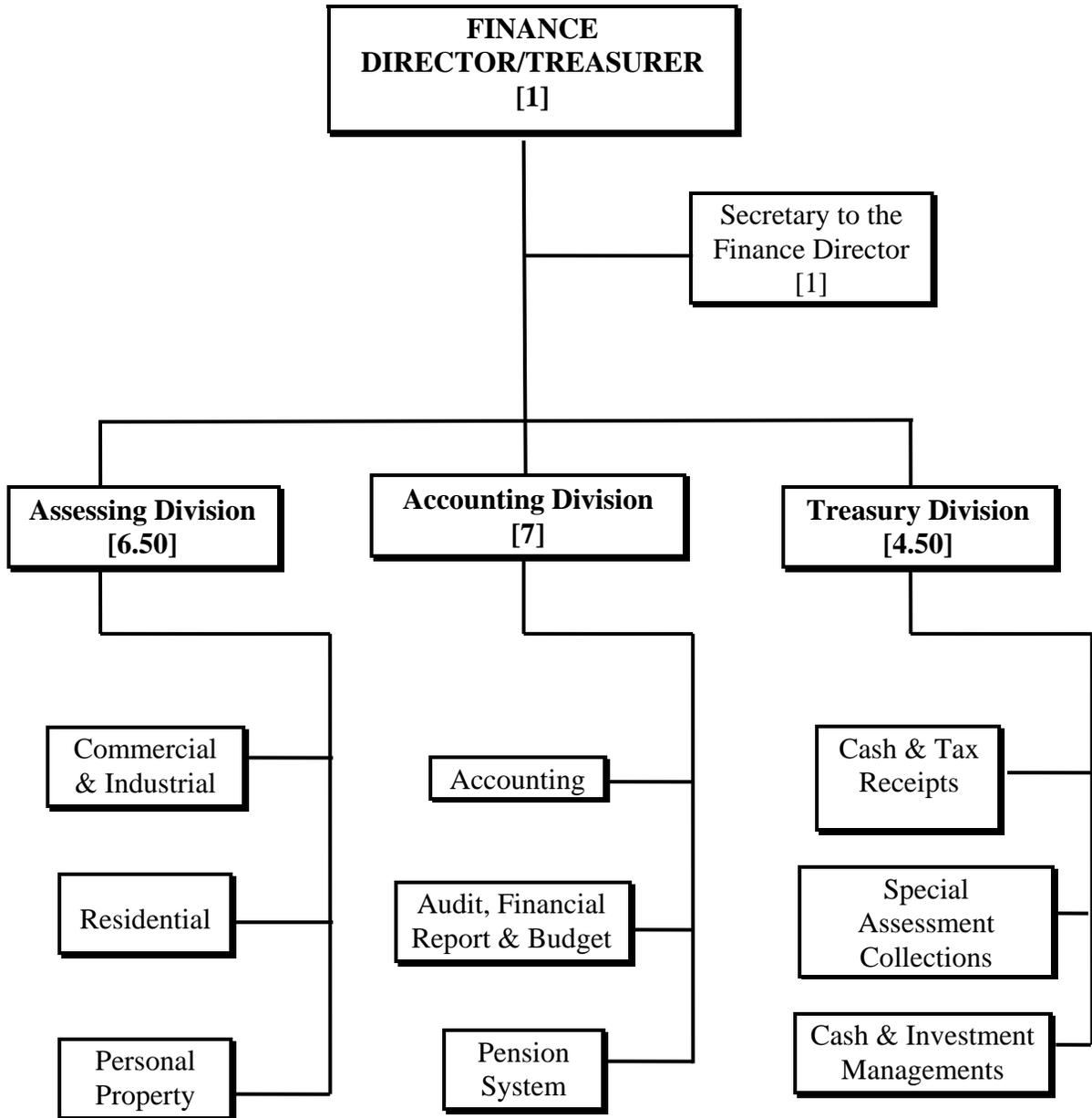
Finance Department

- Review and study the option to utilize the BS&A Cash Receipting Module to handle All (tax and non-tax) Cash Receipts, with a customized batch export feature into the Eden General Ledger, including a more effective use of receipt printers leading to enhanced customer service.
- Continue investigating a less expensive and more functional credit card service provider for City-wide point of collection options.
- Analyze and clean-up the accounting for performance bonds and payback districts.
- Manage the City's Investments, in order of priority; to safeguard the assets, provide adequate liquidity and maximize yield, including the streamlining of bank accounts to provide improved staff efficiencies.
- Manage the City's General Liability and Property Insurance to protect the City from unexpected liability and property losses.
- Utilize GIS information for greater departmental efficiency and expand the options through which the public can access property record information.
- Continue to accept Passport Applications according to the requirements of the U.S. Department of State.
- Continue to improve the Department's document retention, storage and retrieval and disposal practices.
- Administer the City's Retirement System to the benefit of its members and beneficiaries, including the implementation of GASB Statement No. 67 – Financial Reporting for Pension Plans, and GASB Statement No. 68 – Accounting & Financial Reporting for Pensions, as well as looking at alternative ways to fund the System's unfunded liabilities.

Finance Department

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	Number of Passports processed.	367	367	367
	Pension calculations prepared.	22	19	14
	Net Retirement System & Post-Retirement Healthcare Fund Position Held in Trust	\$186,656,670	\$200,656,000	\$215,705,000
	Amount of Total-City interest income	\$579,000	\$637,000	\$701,000
	City taxes billed/levied	\$37,762,324	\$37,596,000	\$37,289,000
	Ad Valorem Taxable Value	\$3,080,204,340	\$3,043,288,010	\$3,054,060,110
	City - Cash and cash equivalents at June 30 th	\$98,548,194	\$94,358,000	\$94,018,000
	Number of payroll direct deposits	13,945	17,251	17,500
	Number of payroll checks issued.	2,264	742	700
	Number of accounts payable checks.	6,335	6,315	6,325
	Number of Invoices Paid	13,070	13,210	13,140
	Commercial/Industrial property appraisals	35	41	45
	Residential property appraisals	475	472	700
	Board of Review Appeals	517	550	525
	Preparation of Special Assessment rolls	10	12	14
	Property splits/combinations processed	20	15	15
	Homestead exemption affidavits processed	1,957	2,100	2,200
	Property Transfer Affidavits	1,854	2,000	2,100
	Efficiency	City's bond rating – Moody's.	Aa1	Aa1
City's bond rating – Standard & Poor's.		AA+	AAA	AAA
Total percent of tax levy collected.		97.89%	98.00%	98.00%
Number of years G.F.O.A. Distinguished Budget Awards received.		27	28	29
Number of years the Financial Reporting Achievement Awards received.		15	16	17
Average Rate of Return on Investments		0.37%	0.39%	0.43%
Retirement System – Funded Ratio		83.00%	84.00%	85.00%
Post-Retirement Healthcare Fund – Funded Ratio		73.00%	74.00%	74.00%
Activity Expenditures as a % of General Fund		3.46%	2.96%	3.10%

FINANCE DEPARTMENT



Total Full Time Equivalent [20]

STAFFING LEVELS

Acct.	Title	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
202	ADMINISTRATIVE				
	Finance Director/Treasurer	1	1	1	1
	Secretary to Finance Director	1	1	1	1
	ADMINISTRATIVE TOTAL	2	2	2	2
207	ACCOUNTING				
	Controller	1	1	1	1
	City/Pension Accountant	2	2	3	3
	Payroll Coordinator	1	1	1	1
	Accounting Technician	1	1	1	1
	Account Clerk II	1	1	1	1
	Total	6	6	7	7
	Part Time	0.00	0.00	0.00	0.00
	ACCOUNTING TOTAL	6.00	6.00	7.00	7.00
208	TREASURY				
	Deputy Treasurer	1	1	1	1
	Account Processing Supervisor	1	1	1	1
	Account Clerk II	1	1	1	1
	Account Clerk I	1	1	1	1
	Total	4	4	4	4
	Part Time	0.50	0.50	0.50	0.50
	TREASURY TOTAL	4.50	4.50	4.50	4.50
209	ASSESSING				
	City Assessor	1	1	1	1
	Assessor III	2	2	2	2
	Assessor II	2	2	2	2
	Clerk Typist I	1	1	1	1
	Total	6	6	6	6
	Part Time	0.50	0.50	0.50	0.50
	ASSESSING TOTAL	6.50	6.50	6.50	6.50
FINANCE DEPARTMENT TOTAL		19.00	19.00	20.00	20.00

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$11,833 or 0.8% decrease from the current budget and adopted budget.
- The decrease results primarily from budget savings in personnel costs and supply expenditures.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$104,940 or 6.9% increase from the FY 13-14 year-end projection, and \$93,107 or 6.1% increase from the FY 13-14 budget.
- The budget to budget increase results primarily from Additional Operational Funding Requests and leave pay-outs for employees eligible to retire, as well as contractual wage step increases and projected health insurance cost increases.
- Three Additional Operational Funding Requests are being proposed for a total increase of \$50,639. This includes \$42,950 for an Accountant position, \$6,888 for a subscription to a commercial sales database to assist the appraisal function, and \$801 for a step increase for a part-time Assessing clerical position.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Finance	\$1,694,771	\$1,664,477	\$1,534,391	\$1,522,558	\$1,627,498

Finance Department

DEPARTMENT NUMBER: 202 - ADMINISTRATION

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES							
010	Administrative Salaries	162,309	147,129	159,789	159,825	161,427	161,427
038	Part-time	0	8,800	0	0	0	0
106	Sick & Vacation	0	11,832	0	0	0	0
112	Overtime	4	40	0	27	0	0
200	Social Security	12,578	13,128	12,642	12,650	12,808	12,808
250	Blue Cross/Optical/Dental	13,851	13,712	12,870	13,416	13,894	13,894
275	Life Insurance	930	1,039	1,107	1,104	1,111	1,111
300	Pension - DC	12,554	12,545	12,567	12,610	12,601	12,601
305	Pension - DB	12,002	12,852	0	0	0	0
308	Post Retirement Healthcare	7,437	8,706	0	0	0	0
325	Longevity	4,125	4,094	1,020	1,094	1,559	1,559
350	Worker's Compensation	299	248	384	366	371	371
	Allocate to 20% of Sec. to Pensio	0	0	(15,000)	(12,003)	(12,518)	(12,518)
	Allocate 5% of All to Water fund	(11,286)	(11,687)	(10,019)	(9,290)	(10,189)	(10,189)
	Allocate 5% of All to Sewer fund	(11,286)	(11,687)	(10,019)	(9,290)	(10,189)	(10,189)
	Category Total	203,517	210,751	165,341	170,509	170,876	170,876
(740) OPERATING SUPPLIES							
002	Books & Subscriptions	0	468	560	407	380	380
008	Supplies	2,228	1,844	1,500	900	1,000	1,000
041	Over & Short	2	(53)	0	0	0	0
	Category Total	2,230	2,259	2,060	1,307	1,380	1,380
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	1,068	892	1,935	1,867	2,375	2,375
002	Memberships & Licenses	785	900	890	860	1,120	1,120
004	Consultants	1,105	1,005	2,325	1,110	1,110	1,110
005	Fleet Insurance	840	840	840	840	840	840
013	Education & Training	30	0	0	0	200	200
024	Printing Services	22	0	0	0	0	0
041	Auto Allowance	3,600	3,600	3,600	3,600	3,600	3,600
042	Mileage Reimbursement	42	39	40	40	40	40
	Allocate to Pension Fund	0	0	(1,800)	0	0	0
	Category Total	7,492	7,276	7,830	8,317	9,285	9,285
(970) CAPITAL OUTLAY							
001	Office Furniture	346	0	0	2,563	0	0
002	Office Equipment	0	0	0	0	0	0
	Category Total	346	0	0	2,563	0	0
FINANCE - ADMIN. TOTAL		213,585	220,286	175,231	182,696	181,541	181,541

Finance Department

DEPARTMENT NUMBER: 207 - ACCOUNTING

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES							
010	Accounting Salaries	298,563	322,232	326,422	320,410	350,973	350,973
106	Sick & Vacation	7,591	7,752	6,357	6,690	6,814	6,814
112	Overtime	2,102	2,873	5,500	2,616	3,492	3,492
200	Social Security	23,612	25,513	26,535	25,600	28,384	28,384
250	Blue Cross/Optical/Dental	60,074	50,076	51,832	51,847	79,803	79,803
275	Life Insurance	674	816	822	820	868	868
300	Pension - DC	8,580	11,806	12,102	14,300	22,371	22,371
305	Pension - DB	61,812	55,911	0	0	0	0
308	Post Retirement Healthcare	38,301	37,875	0	0	0	0
325	Longevity	7,858	8,099	8,569	8,569	9,762	9,762
350	Worker's Compensation	538	382	784	775	791	791
	Allocate to Water fund	(12,002)	(13,052)	(10,973)	(10,022)	(12,581)	(12,581)
	Allocate to Sewer fund	(12,003)	(13,052)	(10,973)	(10,022)	(12,581)	(12,581)
	Allocate to Pension fund	(24,575)	(44,092)	(46,600)	(46,400)	(52,496)	(52,496)
	Category Total	461,125	453,139	370,377	365,183	425,600	425,600
(740) OPERATING SUPPLIES							
002	Books & Subscriptions	556	365	590	590	725	725
008	Supplies	3,995	2,335	2,730	2,730	2,550	2,550
	Category Total	4,551	2,700	3,320	3,320	3,275	3,275
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	960	2,767	1,044	532	1,100	1,100
002	Memberships & Licenses	545	445	795	700	620	620
004	Consultants	545	0	0	0	0	0
013	Education & Training	1,085	349	2,075	1,585	2,075	2,075
021	Audit Services	67,125	63,655	67,300	67,300	68,000	68,000
024	Printing Services	2,346	1,257	2,000	2,100	1,460	1,460
042	Mileage Reimbursement	226	276	500	308	500	500
500	Bank Service Fees	403	0	0	0	0	0
	Category Total	73,235	68,749	73,714	72,525	73,755	73,755
(970) CAPITAL OUTLAY							
001	Office Furniture	0	0	0	0	5,000	5,000
	Category Total	0	0	0	0	5,000	5,000
FINANCE - ACCOUNTING TOTAL		538,911	524,588	447,411	441,028	507,630	507,630

Finance Department

DEPARTMENT NUMBER: 208 - TREASURY

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702)	SALARIES & WAGES						
010	Treasury Salaries	189,202	189,143	192,026	190,500	191,747	191,747
038	Part-time Salary	11,078	13,475	15,392	15,392	15,392	15,392
106	Sick & Vacation	1,624	0	3,000	7,309	18,108	18,108
112	Overtime	1,460	1,096	2,500	1,300	1,500	1,500
200	Social Security	15,646	15,594	16,653	16,773	17,804	17,804
250	Blue Cross/Optical/Dental	29,346	24,271	31,283	29,100	31,364	31,364
275	Life Insurance	437	573	577	566	577	577
300	Pension - DC	12,804	12,796	13,022	9,530	4,983	4,983
305	Pension - DB	20,439	21,793	0	0	0	0
308	Post Retirement Healthcare	12,665	14,763	0	0	0	0
325	Longevity	2,853	3,758	4,789	4,749	5,979	5,979
350	Worker's Compensation	369	239	500	490	520	520
	Category Total	<u>297,923</u>	<u>297,501</u>	<u>279,742</u>	<u>275,709</u>	<u>287,974</u>	<u>287,974</u>
(740)	OPERATING SUPPLIES						
002	Books & Subscriptions	0	44	300	0	0	0
008	Supplies	3,164	1,251	2,000	1,400	1,500	1,500
	Category Total	<u>3,164</u>	<u>1,295</u>	<u>2,300</u>	<u>1,400</u>	<u>1,500</u>	<u>1,500</u>
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conferences & Workshops	1,946	1,558	1,750	978	1,200	1,200
002	Memberships & Licenses	100	308	333	308	100	100
013	Education & Training	0	55	740	400	700	700
024	Printing Services	6,629	6,142	8,600	6,700	8,600	8,600
042	Mileage Reimbursement	0	41	150	100	100	100
500	Bank Service Fees	43,375	45,229	50,000	47,500	50,000	50,000
	Category Total	<u>52,050</u>	<u>53,333</u>	<u>61,573</u>	<u>55,986</u>	<u>60,700</u>	<u>60,700</u>
FINANCE - TREASURY TOTAL		<u>353,137</u>	<u>352,129</u>	<u>343,615</u>	<u>333,095</u>	<u>350,174</u>	<u>350,174</u>

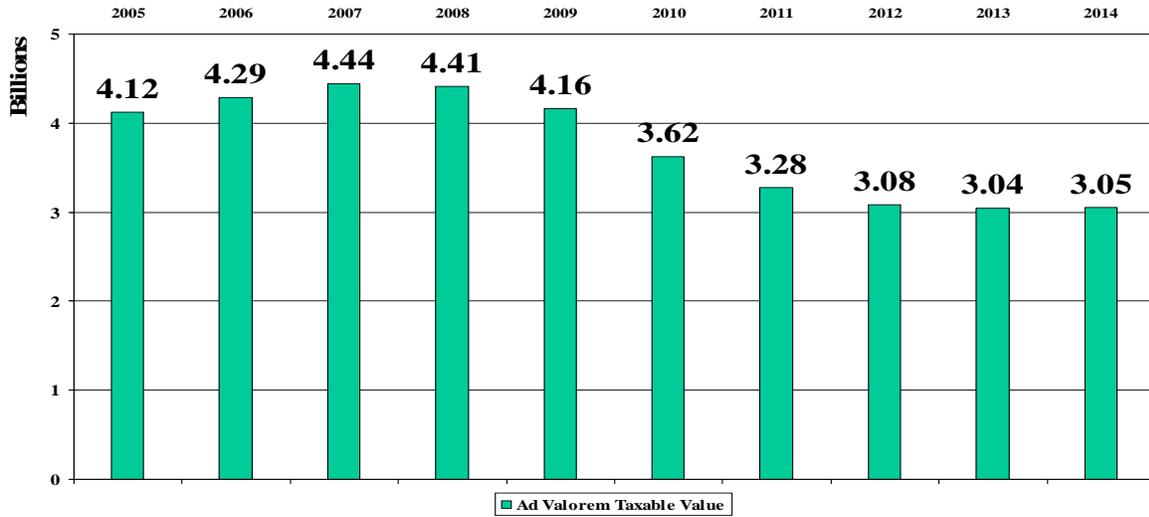
Finance Department

DEPARTMENT NUMBER: 209 - ASSESSING

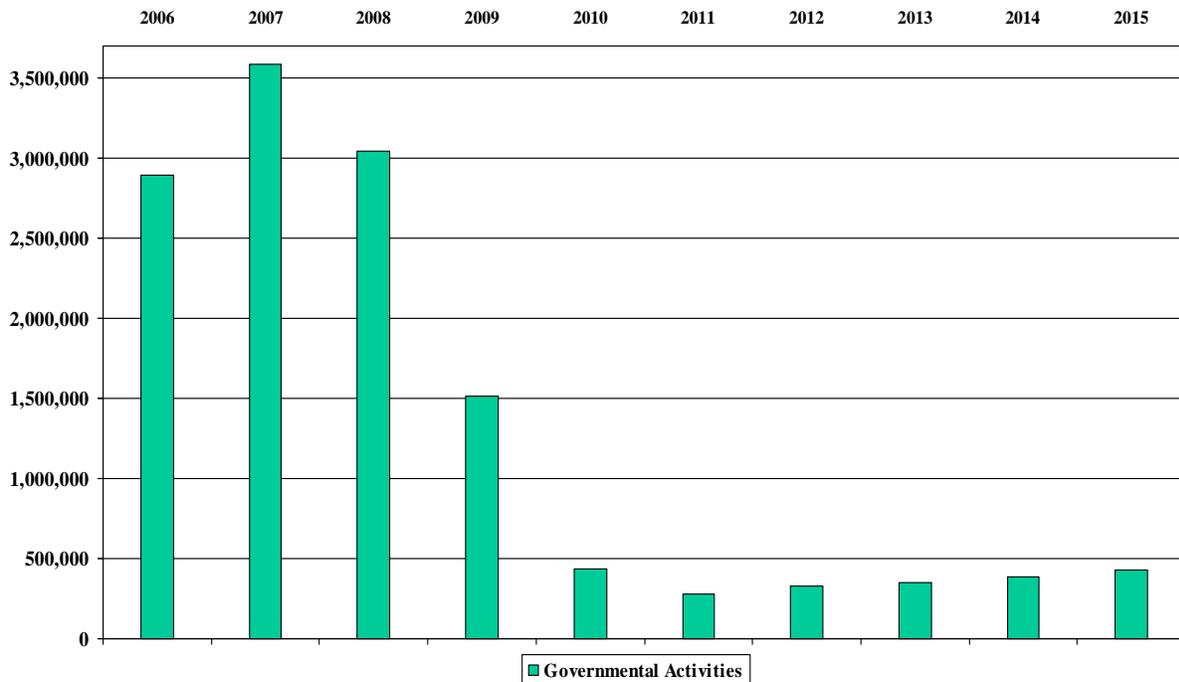
Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES							
010	Administrative & Clerical	366,628	343,997	378,119	378,340	386,300	386,300
038	Part-time	16,760	21,928	16,068	14,085	16,869	16,869
106	Sick & Vacation	1,923	6,659	1,923	1,923	1,923	1,923
112	Overtime	345	922	1,400	1,200	1,100	1,100
200	Social Security	29,216	28,241	31,071	30,606	31,886	31,886
250	Blue Cross/Optical/Dental	69,423	55,068	81,699	75,450	82,561	82,561
275	Life Insurance	754	814	874	876	874	874
300	Pension - DC	27,814	24,730	28,333	28,455	29,204	29,204
305	Pension - DB	32,738	35,161	0	0	0	0
308	Post Retirement Healthcare	20,285	23,819	0	0	0	0
325	Longevity	7,518	8,145	8,648	8,656	10,616	10,616
350	Worker's Compensation	1,601	926	2,196	2,096	2,127	2,127
	Category Total	<u>575,005</u>	<u>550,410</u>	<u>550,331</u>	<u>541,687</u>	<u>563,460</u>	<u>563,460</u>
(740) OPERATING SUPPLIES							
001	Gas & Oil	571	656	1,138	1,089	1,138	1,138
002	Books & Subscriptions	235	235	235	235	7,123	7,123
008	Supplies	2,464	1,587	1,250	900	1,000	1,000
	Category Total	<u>3,270</u>	<u>2,478</u>	<u>2,623</u>	<u>2,224</u>	<u>9,261</u>	<u>9,261</u>
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	952	0	1,650	1,198	350	350
002	Memberships & Licenses	1,300	1,988	1,725	1,900	1,725	1,725
005	Fleet Insurance	2,400	1,098	1,530	1,530	1,533	1,533
006	Vehicle Maintenance	279	1,479	300	600	300	300
009	Consultants	0	3,800	1,500	9,000	3,550	3,550
013	Education & Training	2,462	2,521	3,975	3,700	3,975	3,975
024	Printing Services	3,470	3,700	4,500	3,900	4,000	4,000
	Category Total	<u>10,863</u>	<u>14,586</u>	<u>15,180</u>	<u>21,828</u>	<u>15,433</u>	<u>15,433</u>
FINANCE - ASSESSING TOTAL		<u>589,138</u>	<u>567,474</u>	<u>568,134</u>	<u>565,739</u>	<u>588,154</u>	<u>588,154</u>
TOTAL FINANCE DEPARTMENT		<u>1,694,771</u>	<u>1,664,477</u>	<u>1,534,391</u>	<u>1,522,558</u>	<u>1,627,498</u>	<u>1,627,498</u>

KEY DEPARTMENTAL TRENDS

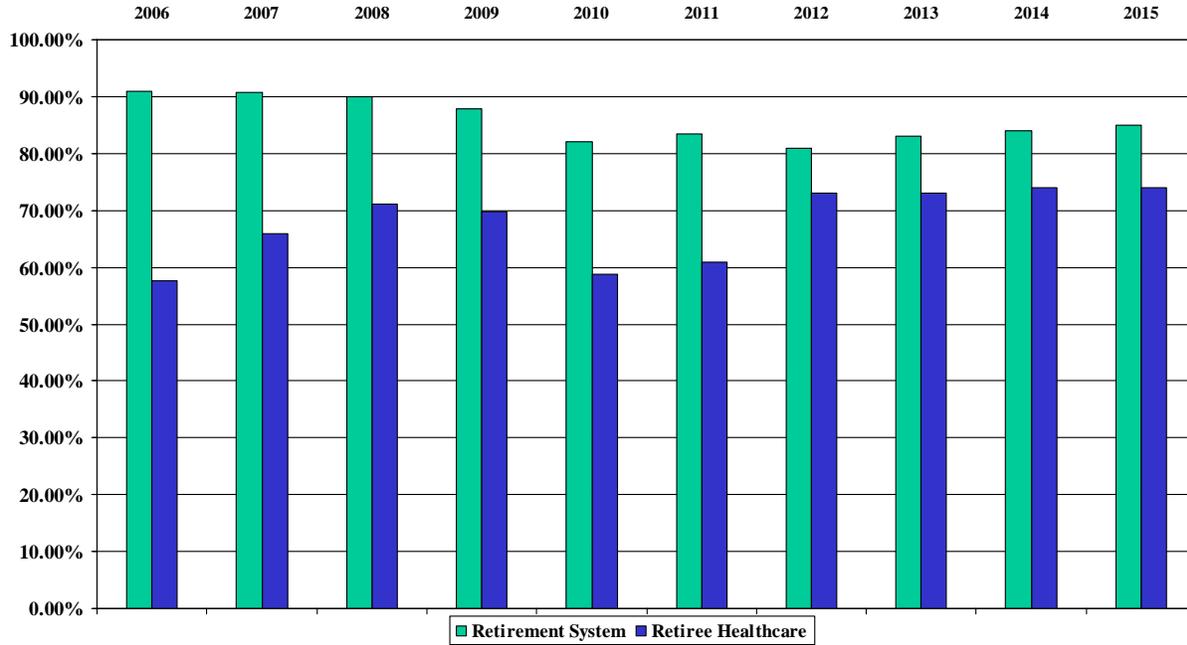
City of Farmington Hills
Taxable Value History/Projection
2005 - 2014



City of Farmington Hills
Government-wide Investment Earnings History/Projection
at June 30th



**City of Farmington Hills
Retirement System and Retiree Healthcare- Funded Ratio History/Projection
at June 30th**



CORPORATION COUNSEL

MISSION STATEMENT: Advise and represent the City Council and Administration in all legal matters.

Legal Services are provided through a contract with a private firm. Legal services include acting as legal advisor to the City Council, Boards and Commissions, and City Staff; preparing all legal documents; preparing for enactment all additions and amendments to the City's Code of Ordinances; and representing the City in all legal proceedings in which the City may have an interest. There are no city employees in this budget.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- To provide legal services in an efficient, competent and cost effective manner. (2,9)
- To identify key legal priorities of the City. (2)
- To assist the City Council and other Boards and Commissions regarding legal issues that may arise at meetings. (2,7)
- To establish legal procedures, guidelines and standards in support of the City Council and City Administration's missions and goals. (1-14)
- To advise and counsel the City regarding developing state and federal legislation, as well as recent court decisions. (7)

PERFORMANCE OBJECTIVES

- To provide the necessary support to diligently prosecute all ordinances as required by the City of Farmington Hills.
- To provide the necessary support for handling all civil litigation involving the City in State and Federal Courts and administrative agencies.
- To render legal opinions, to prepare and review contracts, and to prepare ordinances in a timely manner.

Corporation Counsel

Legal Services comprise 1.1% of the General Fund’s proposed budget.

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$18,500 or 3% decrease from the current budget and adopted budget.
- The decrease results primarily from projected less legal fees in the areas of court defense and tax tribunals.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$18,000 or 3.1% increase from the FY 13-14 year-end projection.
- The increase results primarily from increased legal fees in the areas of court defense and tax tribunals to bring the budget in-line with historical averages.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
City Attorney	\$568,066	\$556,558	\$598,000	\$579,500	\$597,500

DEPARTMENT NUMBER: 210

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(801) PROFESSIONAL & CONTRACTUAL							
008	Legal Retainer	191,376	170,330	187,500	187,500	187,500	187,500
009	Prosecution	260,719	284,592	280,000	281,000	280,000	280,000
010	Court Defense	61,385	36,190	50,000	43,000	50,000	50,000
011	Labor Relations	25,484	18,533	25,000	20,000	25,000	25,000
012	MTT Professional Service	28,655	46,913	55,000	48,000	55,000	55,000
070	Miscellaneous Expense	447	0	500	0	0	0
DEPARTMENT TOTAL		568,066	556,558	598,000	579,500	597,500	597,500

CITY CLERK

MISSION STATEMENT:

To serve the public, City Departments and City Council by efficiently providing up-to-date information on the many diverse functions of City Hall and the City Clerks office and by maintaining accurate and complete records of all business transactions and to conduct in an orderly manner, all national, state, county and local elections.

The City Clerk's Office is responsible for many diverse functions and serves as the main information office of the City. The City Clerk attends and records all meetings of the City Council. A summary report of Council's actions is then prepared and distributed to City staff and the public. The City Clerk also prepares the tentative and final City Council meeting agendas and electronic information packets with the assistance of the City Manager. All public hearing notices are posted and submitted for publishing by the City Clerk's Office. Additional responsibilities include answering and directing phone calls for all of city hall, maintaining all files and permanent records of the City and conducting elections and the maintenance of all voter registrations. The Clerk's Office is also responsible for receiving petitions and preparing resolutions for special assessment district improvements, the processing of Council resolutions, and all legal advertising for the City. The Clerk's Office maintains the City Codes of Ordinances, Resolutions and other legal documents. In addition, the Clerk's Office processes birth and death records, certain business registrations/permits, new subdivision plats, easements and agreements, street/alley vacations, and is responsible for recording documents with the Oakland County Register of Deeds. The City Clerk functions as Secretary to the City Council and Building and Hospital Authorities and provides direct recording secretarial services to the Planning Commission and Zoning Board of Appeals; and support clerical services for agendas and minutes for the Arts Commission, Beautification Commission, Commission on Children, Youth and Families, Commission for Energy and Environmental Sustainability, Emergency Preparedness Commission, Historic District Commission, Historical Commission, Mayor's Youth Council, Parks & Recreation Commission and various Ad-Hoc Commissions and Committees.

During the FY 2014/15 budget two elections will be conducted – the August Primary Election scheduled for August 5, 2014 and General Gubernatorial Election scheduled for November 4, 2014.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

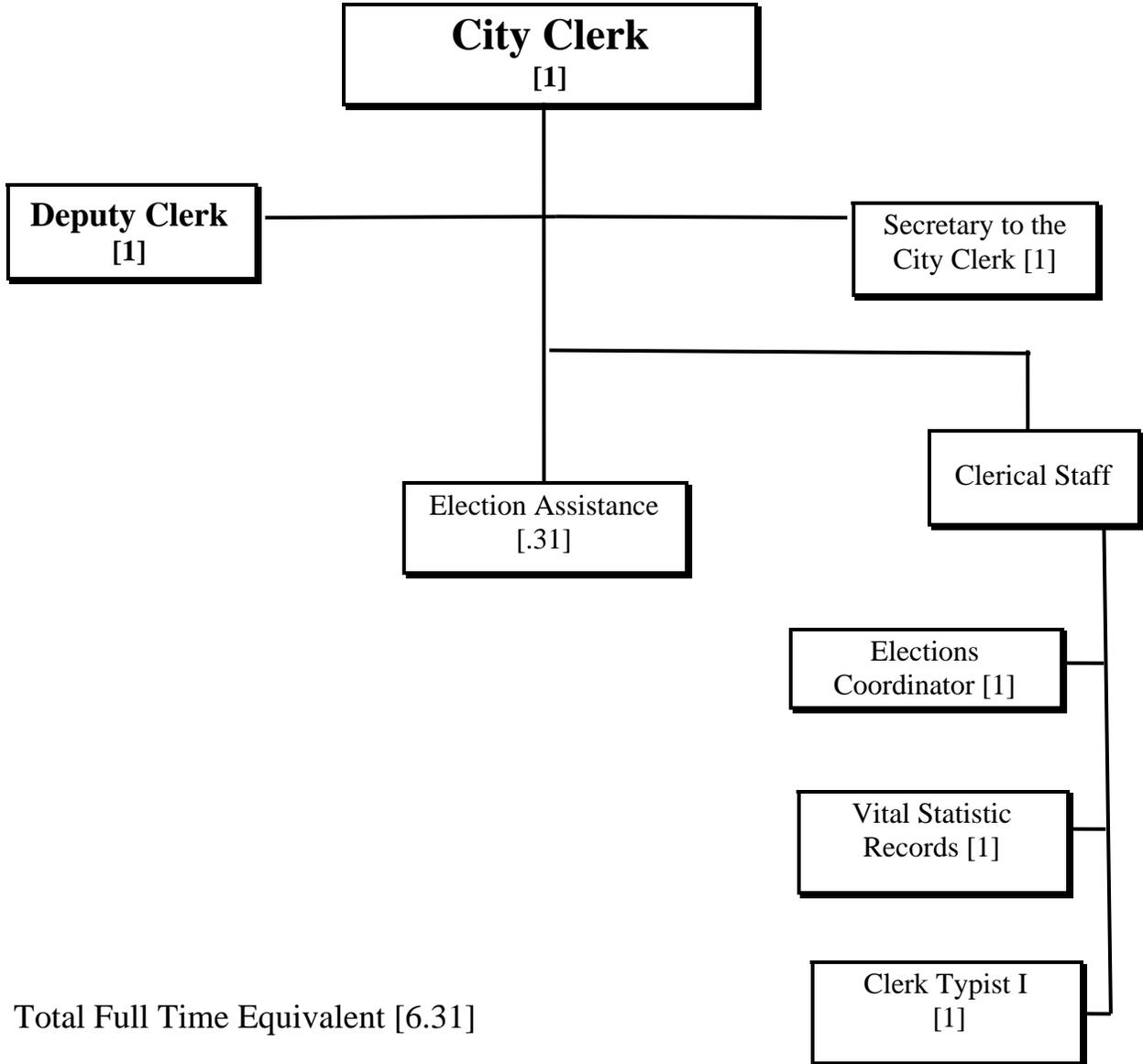
- Review and update ordinances pertinent to the City Clerk's Office. (2) allow the city to receive and file death certificates electronically. (2)
- Full implementation of the new state-wide Birth Registry System (BRS) that will allow the City to receive and file birth certificates electronically and work with the State on any necessary changes/updates. (2)
- Automate scheduling of Election Workers and related Training Classes. (2,8)
- Implementation of the E-recording services offered by Oakland County to record city documents. (2)
- Work with City of Farmington on combined training efforts for Elections when possible. (2,8)
- Pilot of the new state-wide Electronic Death Registry System (EDRS) that will
- Work with legislators on Election Law changes to assist in better Election Management, such as no-reason absentee voting, early registration for students and streamlining the process for first time registrants. (1,2,4)

PERFORMANCE OBJECTIVES

- Provide agendas, minutes and all documents within the time frame required by law.
- Provide updated City Clerk Department information on the City’s website.
- Update and accurately maintain the city’s voter registration system.
- Respond to FOIA requests within the time frame(s) required by law.
- Process permits and licenses in a timely manner and schedule before Council as required
- Update and maintain the permanent absent voter list.
- Update and maintain the City Code of Ordinances.
- Maintain accurate counts and documentation of all birth and death records filed with the city.
- Conduct the August Primary Election to be held August 5, 2014 and the General Election to be held November 4, 2014 in a thorough and efficient manner.

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Levels	Birth Records Processed	853	879	905
	Death Records Processed	1,243	1,280	1,319
	Freedom of Information Act (FOIA) Requests Processed	109	80	80
	Ordinances Enacted	9	9	10
	Sets of City Council Minutes(includes study sessions, special meetings) prepared	40	43	43
	Sets of Planning Commission Minutes prepared	19	27	24
	Sets of Zoning Board of Appeals Minutes prepared	13	12	12
	Agendas & Minutes posted and filed for other various board/commission and committees	278	290	295
	Voter Registration Records Processed	6,374	5,400	5,800
	Absentee Ballots Issued	23,319	14,923	17,500
	Council Agendas/Packets Prepared	20	22	21
	No. of Elections Conducted	2	2	2
	No. of Public Notices Published	113	122	125
	No. of Documents Recorded	57	92	95
	No. of Liquor License Requests approved by City Council (New, transfers, One-Day, etc)	4	8	5
	No. of Permits Issued- Special Events, Temporary Outdoor Sales, Massage Businesses, Massage Therapist, Home Daycare, Peddler/Solicitor *As of 2014, the State will be licensing massage therapists – City still licensing business establishments.	166	119*	119*
Efficiency	Activity Expenditures as a % of General Fund	1.28%	1.16%	1.21%

CITY CLERK



STAFFING LEVELS

Acct. No.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
City Clerk					
(010) Administrative and Clerical					
	City Clerk	1	1	1	1
	Deputy Clerk	1	1	1	1
	Secretary to the Clerk	1	1	1	1
	Clerk Typist II	1	1	1	1
	Clerk Typist I	1	1	1	1
	Election Coordinator	1	1	1	1
	Total	6	6	6	6
(038) Part Time (FTE)					
	Election Help	0.62	0.65	0.31	0.31
	Total	0.62	0.65	0.31	0.31
Department Total		6.62	6.65	6.31	6.31

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$14,574 or 2.4% decrease from the current budget and adopted budget.
- The decrease results primarily from personnel costs, which were estimated at the time of the adoption of the budget with existing staff being paid at a higher rate of pay. Subsequently, there was one retirement in August 2013. Other reduced personnel costs were related to Elections, particularly Part-time and Overtime costs that were reduced as we had the opportunity to use student volunteers. In addition, consultant costs are projected to be lower than budget.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$37,229 or 6.2% increase from the FY 13-14 year-end projection and \$22,655 or 3.7% increase from the FY 13-14 budget.
- The budget to budget increase results primarily from increased personnel costs for Election Workers, part-time and overtime based on two Elections for a Gubernatorial Election year, and increased conferences & workshops and office equipment R&M, partially offset by lower election supplies.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
City Clerk	\$637,811	\$716,981	\$610,936	\$596,362	\$633,591

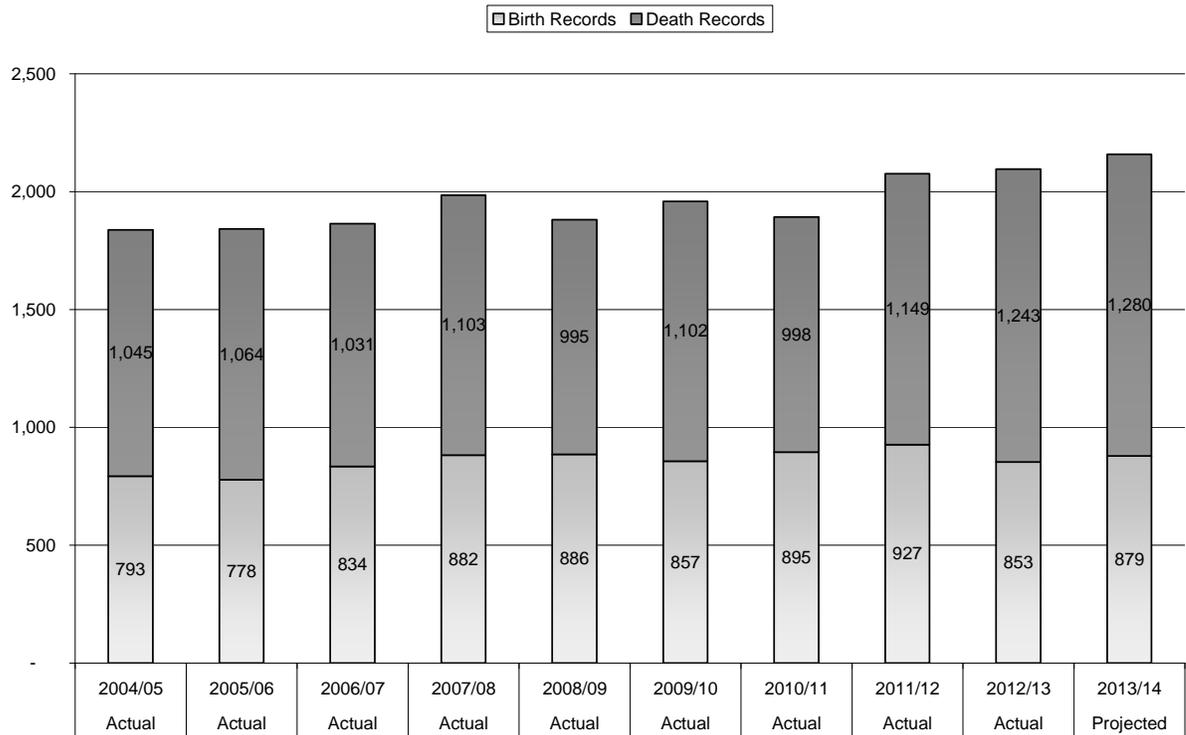
City Clerk

DEPARTMENT NUMBER: 215

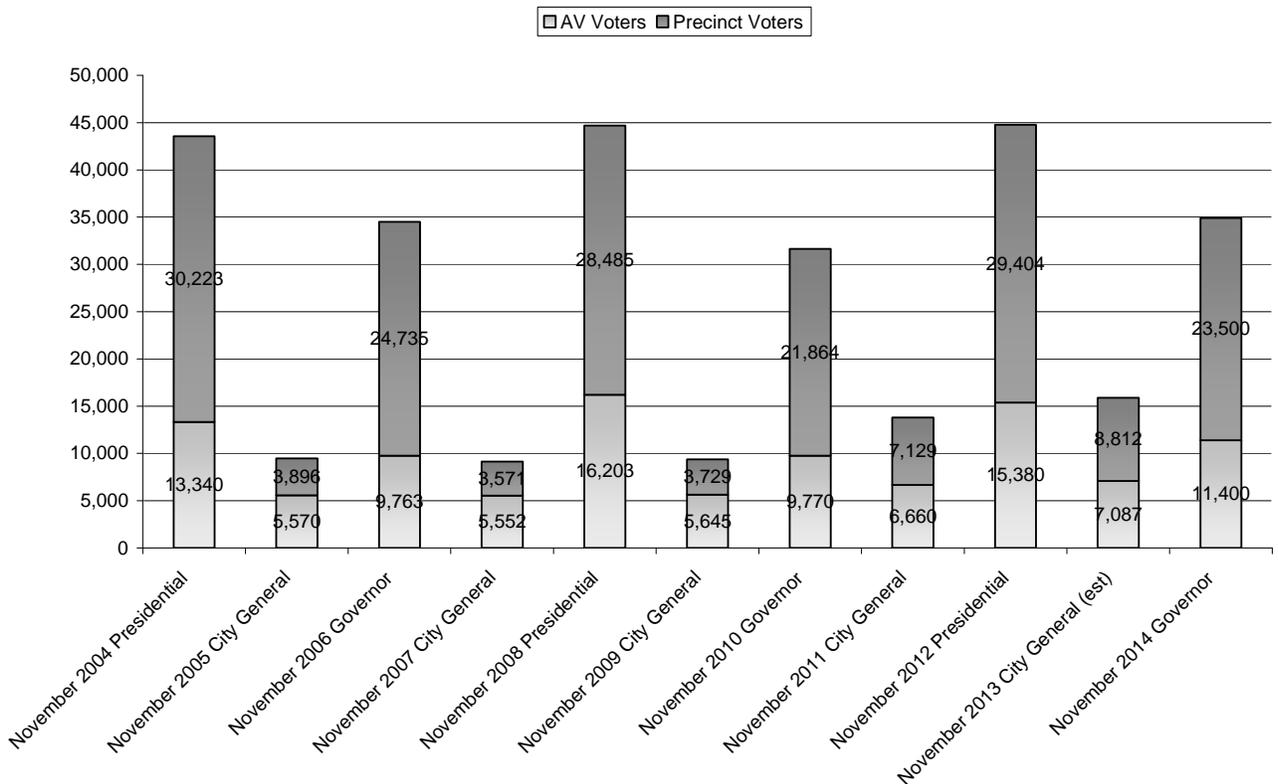
Acct. No. Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES						
010 Administrative & Clerical	300,084	322,852	328,345	327,275	325,274	325,274
038 Part-time	13,538	18,279	14,100	5,500	8,372	8,372
039 Election Workers	55,440	81,627	51,195	50,405	79,730	79,730
106 Sick & Vacation	11,820	2,240	715	2,240	2,088	2,088
112 Overtime	6,136	10,722	8,901	7,200	9,151	9,151
200 Social Security	26,996	27,688	28,179	27,187	27,534	27,534
250 Blue Cross/Optical/Dental	49,577	56,982	64,636	62,394	66,058	66,058
275 Life Insurance	1,157	1,492	1,596	1,596	1,601	1,601
300 Pension - DC	10,991	18,633	18,976	23,662	24,204	24,204
305 Pension - DB	46,596	56,224	0	0	0	0
308 Post Retirement Healthcare - DB	28,873	38,087	0	0	0	0
325 Longevity	15,940	11,620	11,804	11,288	10,578	10,578
350 Worker's Compensation	631	416	834	810	776	776
Category Total	<u>567,779</u>	<u>646,862</u>	<u>529,281</u>	<u>519,557</u>	<u>555,366</u>	<u>555,366</u>
(740) OPERATING SUPPLIES						
001 Gas & Oil	163	433	525	465	525	525
002 Books & Subscriptions	0	0	0	0	0	0
008 Supplies	4,644	4,849	4,200	3,000	4,200	4,200
012 Election Supplies	22,839	14,493	22,525	23,500	12,400	12,400
Category Total	<u>27,646</u>	<u>19,775</u>	<u>27,250</u>	<u>26,965</u>	<u>17,125</u>	<u>17,125</u>
(801) PROFESSIONAL & CONTRACTUAL						
001 Conferences & Workshops	860	872	1,550	1,550	3,100	3,100
002 Memberships & Licenses	400	420	420	420	570	570
004 Consultants	5,240	6,529	10,000	6,950	7,500	7,500
005 Fleet Insurance	0	840	840	840	840	840
006 Vehicle Maintenance	5	0	0	0	0	0
007 Office Equip. Maintenance	8,998	6,499	8,390	7,500	13,120	13,120
012 Codification	3,165	4,977	6,500	6,500	6,500	6,500
013 Education & Training	862	248	1,000	1,000	1,700	1,700
014 Legal Notices	12,457	13,959	14,000	14,000	14,000	14,000
015 Election Site Rentals	2,470	2,670	3,405	2,180	4,670	4,670
024 Printing Services	4,059	8,943	4,000	4,000	4,000	4,000
041 Vehicle Allowance	3,600	3,600	3,600	3,600	3,600	3,600
078 Recording Fees	270	787	700	1,300	1,500	1,500
Category Total	<u>42,386</u>	<u>50,344</u>	<u>54,405</u>	<u>49,840</u>	<u>61,100</u>	<u>61,100</u>
DEPARTMENT TOTAL	<u>637,811</u>	<u>716,981</u>	<u>610,936</u>	<u>596,362</u>	<u>633,591</u>	<u>633,591</u>

KEY DEPARTMENTAL TRENDS

Birth & Death Certificates Processed



Total Voters By Election



HUMAN RESOURCES

MISSION STATEMENT

Provide comprehensive personnel and organizational development services to the employees and operating units of the City.

The Human Resources Department provides service, consultation, and control in the areas of employment and recruitment, compensation administration, employee and labor relations, benefits administration, worker's compensation, safety, unemployment compensation, employee education and development, performance evaluations, discipline, union collective bargaining and contract administration, employment related outside agency complaints, state and federal labor law compliance, personnel records maintenance, organizational development, service and recognition, equal employment opportunity, Title VI compliance and other personnel related issues.

GOALS

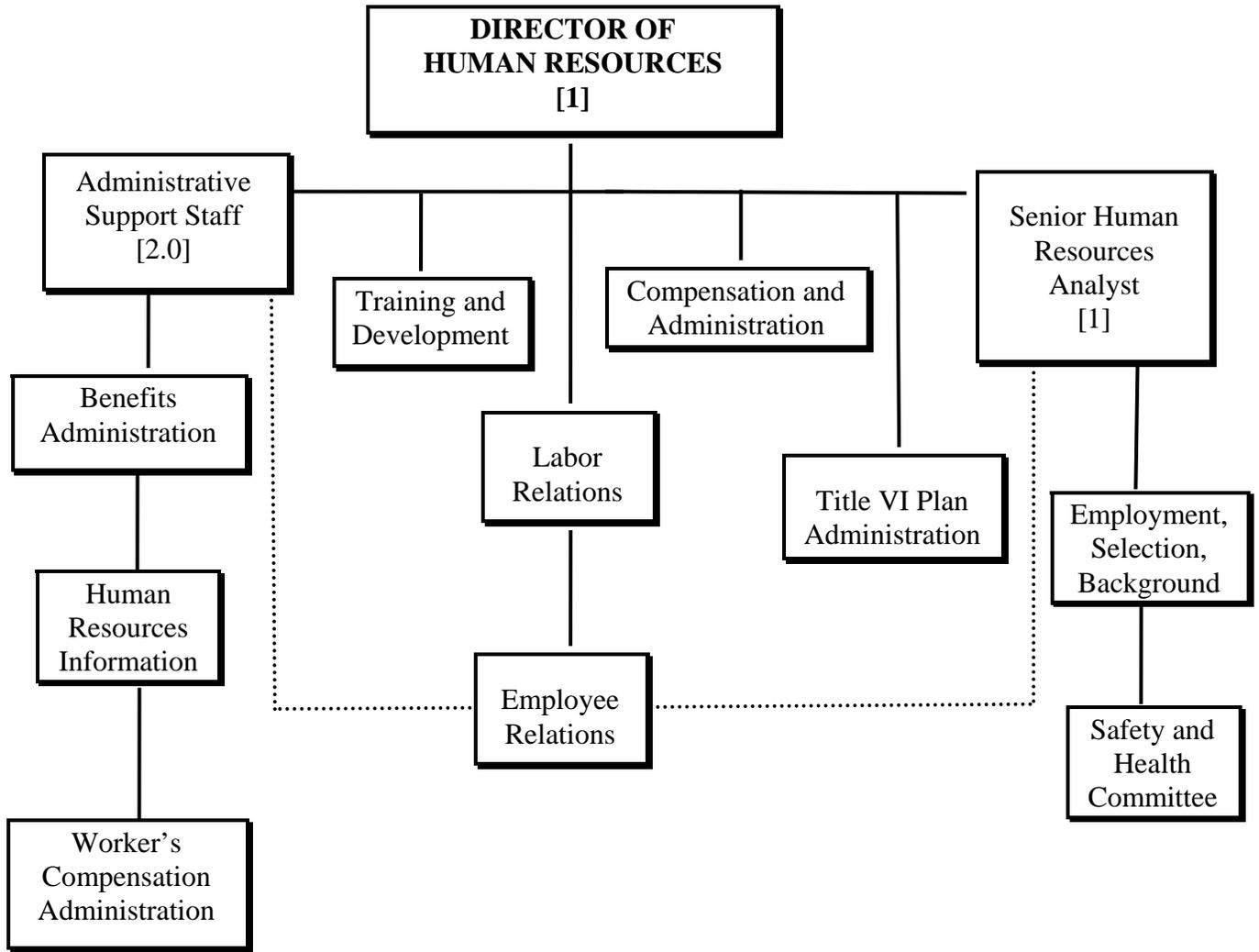
The number in parenthesis shows the link between the departmental goal and the City goals.

- To champion the City's effort to ensure that diversity within the workforce appropriately reflects the Farmington Hills community. (8)
- To assist departments in cost saving measures through reorganization and personnel management. (1, 2)
- Maintain the Employee Safety Program and the careful administration of the worker's compensation program. (2, 8)
- To continue to effectively manage the HRIS software and encourage appropriate departmental utilization of the database. (2)
- To continue to receive an award for having the lowest experience modification factor among cities of comparable size by the Michigan Municipal League Worker's Compensation Fund. (2, 8)
- Develop additional Standard Practice Policies to ensure uniform administration of policies, benefits and procedures. (8, 9)
- To partner with employee groups and continue to provide a positive, productive and satisfying work environment. (8)
- Update job descriptions for all employee groups. (8)
- To provide quality, efficient employee relations and personnel services to departments and be recognized as a business partner for such. (8)
- Administer the Fit for Life program to encourage employees and spouses to maintain healthy lifestyles. (2, 8)
- Recruit and hire the most qualified candidates using performance based criteria and equal opportunity. (8)
- Develop and support programs that promote morale amongst the workforce and highlight the City as an employer of choice. (8)
- Maintain the intranet as a critical source of information to employees regarding employment, benefits, policies, programs and procedures. (2, 8)
- To actively manage the benefit plans and discover cost savings opportunities. (2)

PERFORMANCE OBJECTIVES

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	Full-time new hires	34	17	18
	Part-time/seasonal new hires	190	135	140
	Full-time terminations/Retirements	19	14	15
	Part-time/seasonal terminations	181	111	152
	Health Insurance Administration (including FT, COBRA and retirees)	535	530	520
	Applications received	1,615	1,450	1,500
	Payroll changes processed	588	540	560
	Occupational injuries or illnesses	47	32	30
	Drivers license checks processed	338	225	230
	Criminal checks processed	365	245	280
	Benefit changes processed	630	780	700
	Employee consultations	3,300	3,600	3,800
	Participation in Fit for Life Program	29%	32%	35%
Efficiency	Number of years awarded MML Lowest Modification Factor for Workers Compensation	19	20	21
	Average # work days to complete internal recruitment	39	30	28
	Average # work days to complete external recruitment	79	62	60
	% Labor grievances resolved before arbitration	75%	100%	100%
	Full-time employee turnover rate (excluding retirements)	1.2%	1.5%	1.2%
	% Minorities in Work Force	12.3%	13%	13.5%
	Activity Expenditures as a % of General Fund	0.85%	0.82%	0.70%

HUMAN RESOURCES



**Total Full Time Equivalent
[4.0]**

STAFFING LEVELS

Acct. 226	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
(010) Administrative and Clerical					
	Director of Human Resources	1	1	1	1
	Senior Human Resources Analyst	1	1	1	1
	Secretary to the Director	1	1	1	1
	Human Resources Department Aide	1	1	1	1
		<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>
(038)	Part Time (FTE)	0	0	0	0
	DEPARTMENT TOTAL	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$14,811 or 3.6% increase from the current budget and adopted budget.
- The increase results primarily from projected more than budgeted sick and vacation payout, for retiring employees.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$50,647 or 12% decrease from the FY 13-14 year-end projection and \$35,836 or 8.8% decrease from the FY 13-14 budget.
- The budget to budget decrease results primarily from many factors related to newer employees, i.e., lower salaries & wages, less sick and vacation payout, and less longevity.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Human Resources	\$402,148	\$419,181	\$405,986	\$420,797	\$370,150

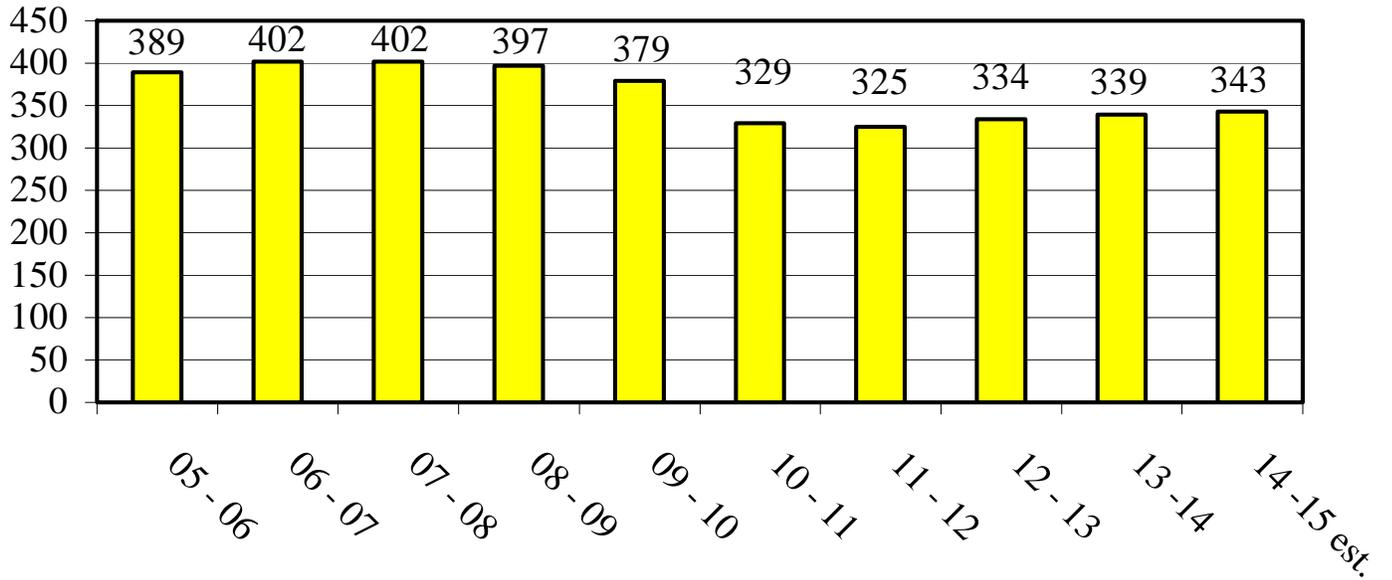
Human Resources

DEPARTMENT NUMBER: 226

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES							
010	Administrative Salaries	197,101	248,716	251,123	257,137	247,189	247,189
038	Part-time	987	0	3,000	0	3,000	3,000
106	Sick & Vacation	28,237	790	28,314	38,340	3,600	3,600
112	Overtime	974	45	0	800	0	0
200	Social Security	17,333	19,186	22,517	23,269	20,209	20,209
250	Blue Cross/Optical/Dental	31,764	43,382	47,436	48,662	47,497	47,497
275	Life Insurance	917	1,157	1,511	1,511	1,500	1,500
300	Pension - DC	3,060	15,975	19,626	16,257	16,298	16,298
305	Pension - DB	60,366	38,294	0	0	0	0
308	Post Retirement Healthcare	37,405	25,940	0	0	0	0
325	Longevity	9,965	6,950	7,455	10,413	5,935	5,935
350	Worker's Compensation	415	293	658	680	576	576
	Category Total	<u>388,524</u>	<u>400,728</u>	<u>381,640</u>	<u>397,069</u>	<u>345,804</u>	<u>345,804</u>
(740) OPERATING SUPPLIES							
001	Gas & Oil	0	1,008	1,663	1,623	1,663	1,663
003	Personnel Testing	467	247	247	247	747	747
004	Personnel Advertising	3,782	3,466	5,000	4,800	4,357	4,357
008	Supplies	469	1,035	800	800	800	800
	Category Total	<u>4,718</u>	<u>5,756</u>	<u>7,710</u>	<u>7,470</u>	<u>7,567</u>	<u>7,567</u>
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	378	800	1,140	900	1,100	1,100
002	Memberships & Licenses	200	814	815	815	815	815
004	Consultants/CDL	1,764	2,187	2,115	2,115	2,200	2,200
005	Fleet Insurance	800	840	840	840	840	840
013	Education & Training	1,792	0	5,000	5,000	5,000	5,000
024	Printing Services	22	0	0	0	0	0
025	Safety & Health Committee	869	992	1,700	1,688	1,924	1,924
026	Physical Exams	1,581	3,464	1,426	1,300	1,300	1,300
041	Auto Allowance	1,500	3,600	3,600	3,600	3,600	3,600
	Category Total	<u>8,906</u>	<u>12,697</u>	<u>16,636</u>	<u>16,258</u>	<u>16,779</u>	<u>16,779</u>
DEPARTMENT TOTAL		<u>402,148</u>	<u>419,181</u>	<u>405,986</u>	<u>420,797</u>	<u>370,150</u>	<u>370,150</u>

KEY DEPARTMENTAL TRENDS

FULL-TIME EMPLOYEES



CENTRAL SERVICES

MISSION STATEMENT:

Provide the highest quality, efficient internal support for Information Technology, Purchasing and Telecommunications.

The Department of Central Services provides internal support for Information Technology, Purchasing, Mail Services and Telecommunications. Information Technology staff provides technical support and maintenance of information systems, telecommunications systems and GIS. Supplies and services are procured by purchasing staff for all departments and divisions within the City. Purchasing staff also dispose of surplus City owned property. Mail services for incoming and outgoing mail are managed by Central Services staff.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Streamline routine work-flow with the use of technology. (2,8)
- Maintain a stable, reliable and efficient computer network. (2,8)
- Provide software training opportunities for employees. (2,8)
- Replace obsolete and ineffective technology equipment prior to it becoming a support problem. (2)
- Promote the use of e-Procurement and expand the membership of vendors and agencies. (2)
- Expand the use of cooperative purchasing. (2,10)
- Replace paper based sealed bidding process with electronic process. (2,8)
- Review, promote and implement creative ways to save money and improve operations. (2)
- Educate staff about the purchasing process. (2,9)
- Expand the use of GIS technology. (2,8)
- Promote, support and expand networked phone system. (2)
- Promote, educate and expand the use of the p-card program. (2,8)
- Implement Green purchasing procedures. (2,10)
- Maintain existing service and support levels with reduced resources. (1,8)
- Review consolidation opportunities.(2,10)
- Manage additional responsibilities (Farmington IT). (2)

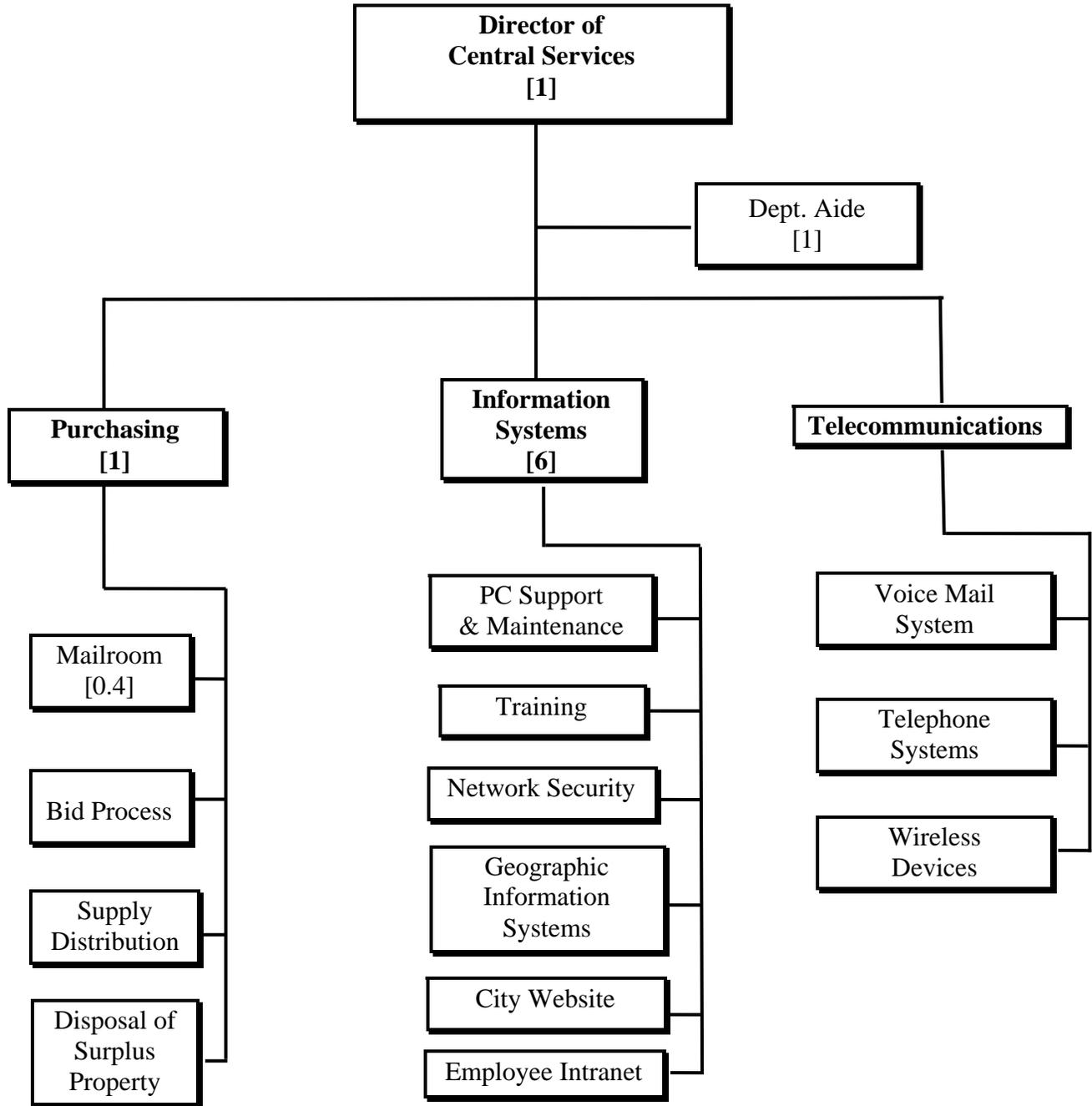
PERFORMANCE OBJECTIVES

- Maintain and improve services at existing levels.
- To promote the use of technology to improve the delivery of City services.
- To support end users in a timely and professional manner without secondary visits.
- Expand the use of the City website and to disseminate information about the City.
- Expand the use of the employee intranet.
- Implement pro-active contracts with multi year renewal options.
- Eliminate redundancy of information maintenance and promote information sharing.
- Improve the use of document imaging.
- Expand and promote cooperative purchasing.
- Support and maintain network to provide uninterrupted work for staff.
- Encourage and promote the use of existing software systems to their fullest capacity.

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	Software Systems Supported	191	196	196
	Software Training Classes Provided	0	20	0
	Computer Hardware Supported (PC's)	365	415	419
	Multi-Function Network Printers	44	55	57
	Network & Local Printers	78	82	82
	Portable PC's Supported	41	44	48
	Virtual Servers Maintained	19	26	28
	Smart phone devices	88	102	120
	Smart phone Users	80	91	102
	Scanners	7	9	8
	Ratio of FTE's to PC's	.87 : 1	.86 : 1	.86 : 1
	Sealed Bids/RFP's Issued	52	57	55
	MITN e-Procurement members	87	115	130
	City Manager Reports	70	74	72
	Purchase Orders Issued	666	680	682
	Total Amount Purchased	\$10,549,575	\$10,926,610	\$11,100,000
	Purchasing Net Aggregate Savings	\$554,434	\$600,963	\$610,500
	Total Dollars purchased with p-card	\$892,048	\$1,115,060	\$1,393,825
	Total number of p-card transactions	5,267	6,583	8,230
	Total sold through MITN auction	\$21,280	\$61,670	\$74,004
Number of items sold through MITN auction	239	197	236	
Outbound U.S. Mail Processed	77,628	80,180	85,250	
Efficiency	Average Amount of Purchase Order	\$18,843	\$19,009	\$19,208
	Savings per \$1 expended	\$.053	\$.055	\$.055
	Average p-card transaction	\$169.37	\$169.38	\$169.36
	Activity Expenditures as % of General Fund	2.81%	2.04%	2.17%

CENTRAL SERVICES

Total Full Time Equivalent [9.40]



STAFFING LEVELS

Acct. 250	Title	Authorized Positions		Requested Positions	Authorized Positions
		FY 2012/13 Budget	FY 2013/14 Budget	FY 2014/15 Budget	FY 2014/15 Budget
(010) Administrative and Clerical					
	Director of Central Services	1	1	1	1
	Senior Buyer	1	1	1	1
	Manager of Information Technology	1	1	1	1
	Information Systems Analyst II	3	3	4	4
	Information Systems Analyst I	1	1	0	0
	GIS Technician	1	1	1	1
	Aide	1	1	1	1
		<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>
(038) Part Time (FTE)					
	Part time help	0.40	0.40	0.40	0.40
	Total	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
Department Total		<u>9.40</u>	<u>9.40</u>	<u>9.40</u>	<u>9.40</u>

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$24,595 or 2.29% decrease from the current budget and adopted budget.
- The decrease results primarily from less than budgeted training for Eden Financial Systems (Consultants/Website Development account).
-

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$91,408 or 8.7% increase from the FY 13-14 year-end projection and \$66,813 or 6.2% increase from the FY 13-14 budget.
- The budget to budget increase results primarily from sick and vacation payout, overtime, health insurance, longevity, website redesign and maintenance contract increases.

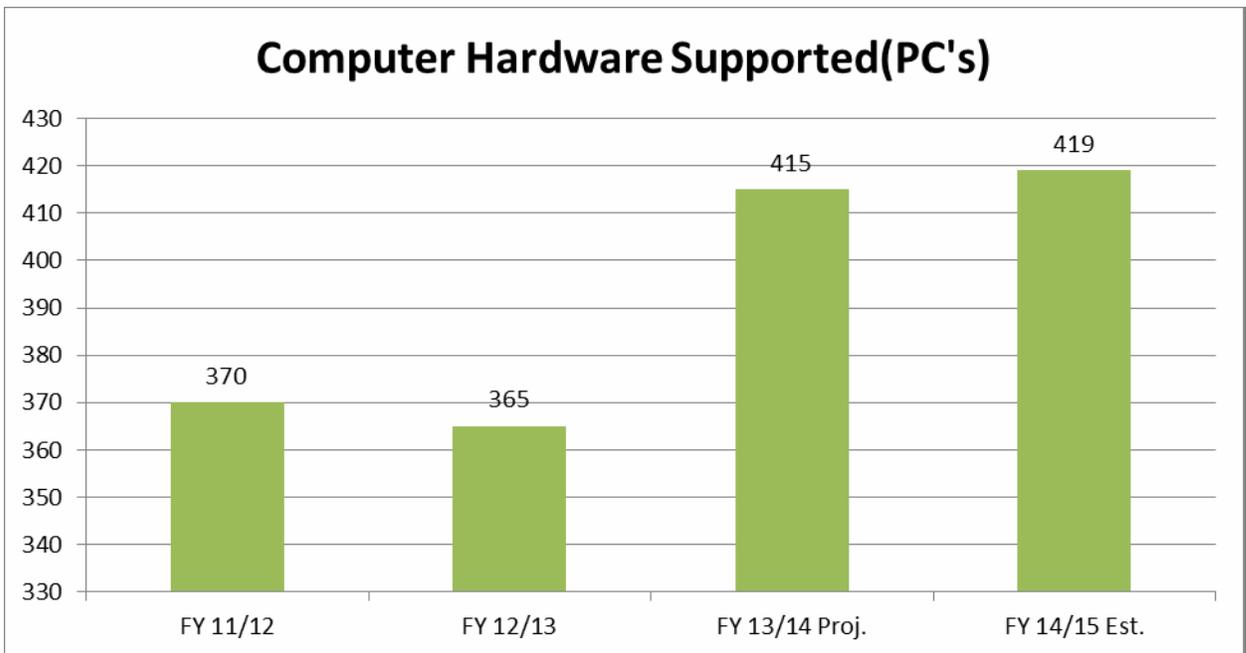
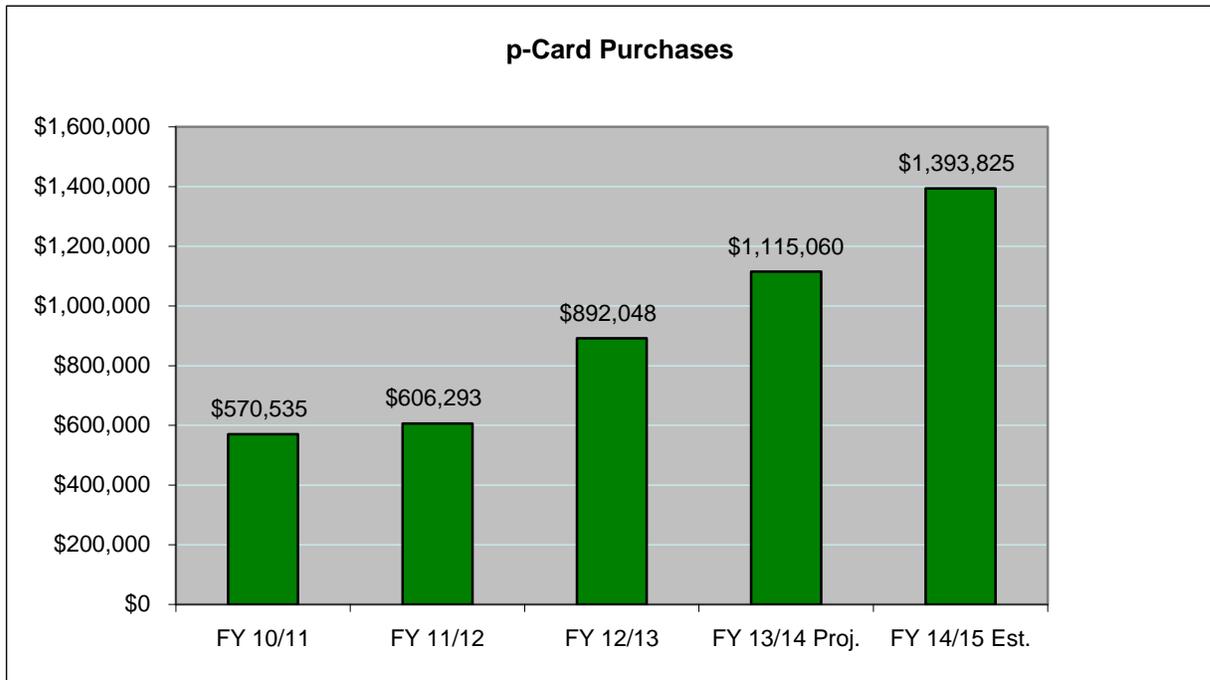
	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Central Services	\$1,263,967	\$1,351,434	\$1,075,731	\$1,051,136	\$1,142,544

Central Services

DEPARTMENT NUMBER: 250

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES							
010	Administrative Salaries	637,913	635,443	637,914	638,150	639,165	639,165
038	Part-time	6,102	8,931	9,150	8,900	9,150	9,150
106	Sick & Vacation	11,202	8,050	9,500	10,080	10,080	10,080
112	Overtime	0	0	10,000	10,000	12,500	12,500
200	Social Security	49,521	49,737	52,798	51,875	53,490	53,490
250	Blue Cross/Optical/Dental	87,996	82,917	90,277	89,125	98,544	98,544
275	Life Insurance	2,820	3,135	3,144	3,144	3,147	3,147
305	Pension - DB	142,034	152,724	0	0	0	0
308	Post Retirement Healthcare	88,010	103,457	0	0	0	0
325	Longevity	22,768	26,242	27,456	27,443	29,508	29,508
350	Worker's Compensation	1,187	768	1,567	1,500	1,510	1,510
	Category Total	<u>1,049,553</u>	<u>1,071,404</u>	<u>841,806</u>	<u>840,217</u>	<u>857,094</u>	<u>857,094</u>
(740) OPERATING SUPPLIES							
001	Gas & Oil	2,562	3,021	3,500	3,452	3,500	3,500
002	Books & Subscriptions	59	59	60	52	60	60
008	Supplies	926	1,513	1,350	1,350	1,350	1,350
	Category Total	<u>3,547</u>	<u>4,593</u>	<u>4,910</u>	<u>4,854</u>	<u>4,910</u>	<u>4,910</u>
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	1,216	902	1,740	1,740	2,875	2,875
002	Memberships & Licenses	187,159	248,693	176,685	176,685	187,385	187,385
004	Consultants/Website Dev.	18,067	20,554	42,500	22,000	82,500	82,500
005	Fleet Insurance	825	840	840	840	840	840
007	Office Equip. Maintenance	0	0	300	0	300	300
013	Education & Training	0	500	3,000	1,000	3,000	3,000
024	Printing Services	0	348	350	200	40	40
041	Auto Allowance	3,600	3,600	3,600	3,600	3,600	3,600
	Category Total	<u>210,867</u>	<u>275,437</u>	<u>229,015</u>	<u>206,065</u>	<u>280,540</u>	<u>280,540</u>
DEPARTMENT TOTAL		<u>1,263,967</u>	<u>1,351,434</u>	<u>1,075,731</u>	<u>1,051,136</u>	<u>1,142,544</u>	<u>1,142,544</u>

KEY DEPARTMENTAL TRENDS**Farmington Hills FY 14/15 - General Government**



SUPPORT SERVICES

MISSION STATEMENT:

Provide those services and activities necessary to the overall day-to-day operation of the City government.

Support Services refers to services that are provided to support the overall operation of the City. This cost center provides support for the entire organization and accounts for all general costs that cannot be allocated to any one particular department. Budget funding covers general liability & property insurance, tax tribunal refunds, telecommunications, overhead street lighting, copiers, beautification projects, staff vehicles, postage and other administrative functions. There are no employees in this budget.

This Department's operations, which are 4.4% of the General Fund's requested budget, are partially supported by a \$52,000 Reimbursement for Overhead Street Lighting from various affected subdivisions and properties.

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$25,361 or 1.3 % decrease from the current budget.
- The decrease results from the net of a variety of projected increases and decreases from the budget, with the primary decrease resulting from an accounting adjustment to charge tax refunds against the tax liability instead of an expenditure.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$462,537 or 24.9% increase from the FY 13-14 year-end projection and \$437,176 or 23.2% over the FY 13-14 budget.
- The budget to budget increase results primarily from the \$386,000 proposed budget for Tax Tribunal Refunds, which ultimately will be charged against the tax liability.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Support Services	\$1,304,801	\$1,245,184	\$1,880,709	\$1,855,348	\$2,317,885

Support Services

DEPARTMENT NUMBER: 290

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES							
999	Personnel Adjustment	0	0	0	0	115,000	115,000
	Category Total	0	0	0	0	115,000	115,000
(740) OPERATING SUPPLIES							
001	Gas & Oil Pool Cars	10,478	8,656	9,625	9,630	9,625	9,625
008	Miscellaneous Expense	16,973	22,807	22,850	15,000	22,500	22,500
014	Copier Supplies	5,060	4,734	5,400	4,800	5,400	5,400
034	Publications for Resale	788	320	900	900	900	900
046	City-Wide Beautification	2,119	10,326	28,252	24,000	25,300	25,300
	Category Total	35,418	46,843	67,027	54,330	63,725	63,725
(801) PROFESSIONAL & CONTRACTUAL							
002	Membership & Licenses	0	270	0	0	0	0
003	Public Relations	24,287	24,684	40,000	57,000	27,000	27,000
004	Consultants	26,998	10,289	30,000	27,000	30,000	30,000
005	Fleet Insurance	8,800	3,660	5,100	5,100	5,110	5,110
006	Vehicle Maintenance	3,550	4,072	6,650	6,000	6,650	6,650
007	Office Equip. Maintenance	0	9,461	9,500	7,500	9,500	9,500
015	Copier Rental	17,792	57,857	40,000	43,000	45,000	45,000
016	Phone Expense	198,304	216,263	186,500	165,000	177,400	177,400
018	Postage & Machine Rental	95,183	60,589	60,000	102,000	102,000	102,000
019	Gen. Liability & Contents	703,181	904,960	753,932	976,000	976,000	976,000
020	Liability Claims Settlement	3,647	0	0	815	0	0
050	Overhead Lighting Utilities	182,764	178,377	150,000	180,000	180,000	180,000
082	Unemployment Compensation	73,888	54,216	70,000	55,000	66,000	66,000
083	Disability Funding	445	2,084	6,000	19,140	7,500	7,500
084	Pest Abatement	12,249	12,299	3,000	3,000	3,000	3,000
085	Cobra Insurance	6,527	3,261	0	3,000	3,000	3,000
086	Health IBNR	(120,670)	(412,196)	50,000	50,000	50,000	50,000
087	Wellness Program	4,815	10,239	12,000	12,000	12,000	12,000
089	State Hlth. Insurance Claims Tax	25,773	54,900	58,000	58,000	50,000	50,000
998	Disaster Emergency Fund	0	0	3,000	350	3,000	3,000
999	Tax Tribunal Refunds	0	0	300,000	0	386,000	386,000
	Category Total	1,267,533	1,195,285	1,783,682	1,769,905	2,139,160	2,139,160
(970) CAPITAL OUTLAY							
015	Vehicles	0	0	30,000	31,113	0	0
055	Land Acquisition	1,850	3,056	0	0	0	0
	Category Total	1,850	3,056	30,000	31,113	0	0
DEPARTMENT TOTAL		1,304,801	1,245,184	1,880,709	1,855,348	2,317,885	2,317,885

POST EMPLOYMENT BENEFITS

Post Employment Benefits are contributions made to the City's Defined Benefit Retirement System and Retiree Healthcare Plan for the Closed General Member Group. Prior to FY 2013/14, these contributions were allocated to the various representative Departments. However, due to the General Group being closed to new members since FY 2006/07, it became increasingly more difficult to accurately allocate these contributions, as new hires have been placed in Defined Contribution plans.

Due to General Fund budget constraints, the City reduced its annual contribution to the Retiree Healthcare Plan from 100% to 80% of the actuarial calculated contribution in FY 2011/12 and FY 2012/13. This has resulted in an unfunded liability of approximately \$1.4 million, which we are now proposing to fund in FY 2013/14 as described below.

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$1,376,720 or 44.1% increase from the FY 13-14 current budget.
- The increase results from the additional appropriation to fund approximately 97% of the Retiree Healthcare Plan liability on the City's Government-wide Statement of Net Position as of June 30, 2013.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$92,116 or 3% decrease from the FY 13-14 budget.
- The budget to budget decrease results from less actuarial calculated contributions to both the Retirement System and Retiree Healthcare Plan in FY 2014/15, compared to FY 2013/14.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Post- Employment Benefits	\$0	\$0	\$3,124,131	\$4,500,851	\$3,032,015

Post-employment Benefits comprise 5.77% of the General Fund's proposed budget.

DEPARTMENT NUMBER: 298

Acct. No. Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES						
305 General Group DB Pension	0	0	2,020,573	2,020,573	1,938,491	1,938,491
308 General Group DB Retiree Healthcare	0	0	1,103,558	2,480,278	1,093,524	1,093,524
DEPARTMENT TOTAL	0	0	3,124,131	4,500,851	3,032,015	3,032,015

INTERFUND TRANSFERS

In accordance with generally accepted accounting principles, the Interfund Transfers section of the budget provides appropriations for the City’s General Fund contributions to the General Debt Service Fund for existing debt issues, the Capital Improvement Fund for various capital improvements, for the continued funding of the Corridor Improvement Authority, and to the Golf Course Capital Improvement Fund from Golf Course Bond Refunding Savings.

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$150,000 or 3.9% increase from the FY 13-14 current budget.
- The increase results from an additional appropriation to General Debt Service Fund to maintain a fund balance sufficient enough to pay debt service timely.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$466,149 or 11.7% increase from the FY 13-14 year-end projection and \$616,149 or 16.1% over the FY 13-14 budget.
- The budget to budget increase results primarily from an increased appropriation to the Capital Improvement Fund.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Interfund Transfers	\$2,433,906	\$4,121,412	\$3,823,615	\$3,973,615	\$4,439,764

Interfund Transfers comprise 8.45% of the General Fund’s proposed budget,

DEPARTMENT NUMBER: 299

Acct.	2011/12	2012/13	2013/14	2013/14	2014/15	2014/15
No. Category and Line Item	Actual	Actual	Budgeted	Estimated	Proposed	Adopted
(801) PROFESSIONAL & CONTRACTUAL						
202 To Major Road Fund	0	0	0	0	0	75,000
203 To Local Road Fund	0	0	0	0	0	75,000
242 To Corridor Improvement Auth. Fund	0	30,000	30,000	30,000	30,000	30,000
301 To General Debt Service Fund	1,645,798	1,753,378	1,919,682	2,069,682	1,943,105	1,943,105
404 To Capital Improvement Fund:	788,108	2,338,034	1,803,981	1,803,981	2,411,707	2,411,707
Energy Saving Reimbursement	0	0	40,000	40,000	25,000	25,000
412 To Golf Course Capital Improv. Fund	0	0	29,952	29,952	29,952	29,952
Total Operating Budget	2,433,906	4,121,412	3,823,615	3,973,615	4,439,764	4,589,764

PUBLIC SAFETY SUMMARY

DIV.	2011/12 Actual Expenditures	2012/13 Actual Expenditures	2013/14 Current Budget	2013/14 Estimated Expenditures	2014/15 Proposed Budget	2014/15 Adopted Budget
PUBLIC SAFETY:						
300 Police	15,358,667	14,019,712	14,377,812	14,029,076	14,475,666	14,475,666
337 Fire	5,753,027	3,958,699	4,022,651	3,972,992	4,242,137	4,242,137
TOTAL PUBLIC SAFETY	21,111,694	17,978,411	18,400,463	18,002,068	18,717,803	18,717,803



POLICE DEPARTMENT

MISSION STATEMENT: The Farmington Hills Police Department is committed to maintaining the safety and quality of life of this community through the delivery of superior police services without prejudice or partiality.

Criminal activity once again decreased during 2013 with “Group A” crimes dropping by 4.8%. This reduction is the fourth such decline during the past five years. Compared to 5 years ago, Group A crime is down 22%. Group A crimes are the 20 most serious offenses and are often used as a gauge to measure the overall safety, security and well-being of a community. The most significant decreases were realized in reported aggravated assault crimes, vehicle thefts, and larceny from automobiles which fell by 25%, 24%, and 27% respectively. Due to a series of iPhone thefts, there was an increase in reported robberies. This increase, however, follows a record setting low number of robberies reported in 2012. Once again, combined enforcement, education and engineering efforts helped to reduce traffic crashes during the year. Reported crashes fell by 3%; the lowest number in 21 years.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Continue successful efforts to reduce crime, increase community and inter-agency cooperation thereby enhancing the quality of life for City residents and visitors (2,8,13)
- Increase and reorganize supervisory /administrative staff to address several areas of need within the agency; this reorganization will help to ensure that both efficient and effective staff work is completed in a timely manner while developing future Departmental executives (1,8)
- Continue the development of the Department’s ability to gather, analyze and utilize critical crime trend data toward effective deployment of personnel and crime prevention tactics (1,2)
- Implement an automated scheduling program that will streamline the process and increase efficiency (2)
- Redevelop and implement several key crime prevention programs with proven track records of reducing crime, and building upon law enforcement/ community relationships (2,4,11)
- Replace a number of patrol and specialty vehicles that have reached their end of expected patrol use with both sedan and SUV style vehicles (1,8)
- Transition to a computerized emergency medical dispatch (EMD) system to provide enhanced medical service to residents (1,3,13)
- Increase training opportunities through the implementation of a daily roll call training regiment (1,8)
- Maximize work efficiency through the proper and efficient use of new and improved departmental technologies (1,2)

PERFORMANCE OBJECTIVES

	Performance Indicators	2012/13 Actual	2013/14 Projected	2014/15 Estimated
Service Level	Neighborhood Watch Groups	63	110	143
	Speech/Service Requests	40	60	78
	False Alarm Fees Collected	\$43,455	\$40,060	\$41,757
	Report Copy Requests	1,427	1,636	1,489
	Pistol Permits Processed **	2,893	2,443	2,400
	Investigative Division Cases	5,027	5,096	5,125
	Investigative Division Arrest Warrants	292	476	513
	Investigative Division Juvenile Petitions	unavailable	84	91
	Fire Service Calls	7,746	8,539	8,952
	Adults Arrested	2,414	2,768	3,152
	Juveniles Arrested	83	74	70
	O.U.I.L. Arrests	197	208	217
	Traffic Violations Issued	13,168	13,214	13,200
	Dispatched Runs (FHPD/FHFD/FVPD)	37,802	38,343	38,884
	Group A Crimes per 1,000 Population	42.05	39.38	36.68
	Group B Crimes/Activities per 1,000 Population	11.95	13.58	15.36
	Villages of Franklin & Bingham Farms Dispatched Calls for Service	3,000	3,573	3,894
	City of Farmington Dispatched Calls for Service	5,250	6,957	7,100
	Burglaries-residential*	197	184	180
	Burglaries-commercial*	41	59	47
	Robberies	13	23	20
	Moving Violations (Hazardous)	8,768	8,018	8,000
	Non-Moving Violations (Non- Hazardous)	4,400	5,196	5,200
	Residential Burglaries/1,000 Housing Units	5.33	5.07	5.0
Efficiency	Cases Closed	4,674	3,721	4,317
	Average Response Time to Primary Calls (Group A Crimes which included both emergency and non-emergency service calls)	6.71	7.29	6.59
	Activity Expenditures as a % of General Fund	29.16%	27.24%	27.54%

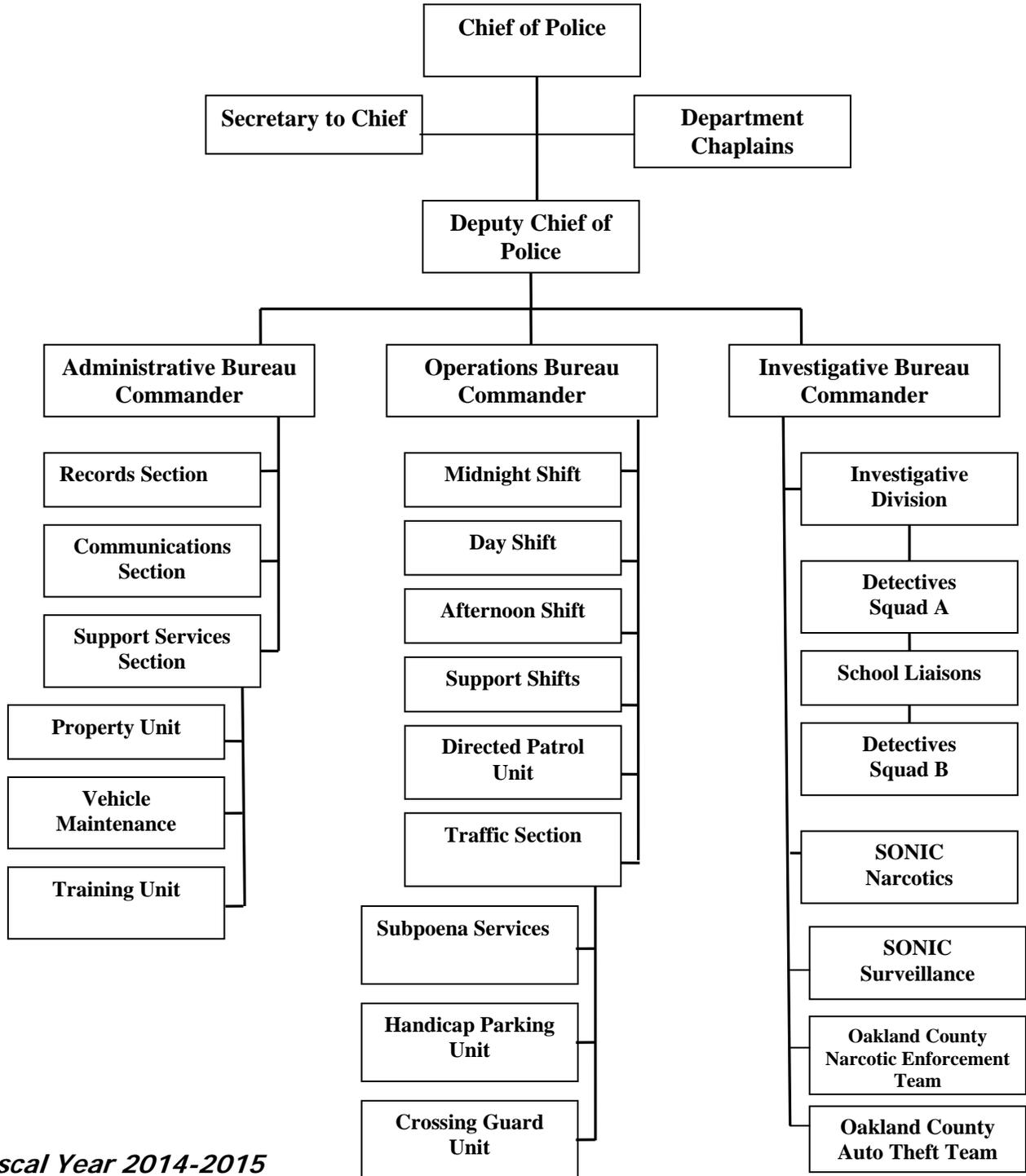
* Includes entry by forcible and non-forcible (unsecured) means

** Change in legislation allowed some firearm purchases directly from a Federal Firearms Licensed Dealer

Department Budgetary Accomplishments

- The Department hired four new police officers during the fiscal year to replace retiring personnel.
- The police building exterior limestone façade was replaced with a split block finished construction material. The replaced limestone was in a state of advanced deterioration and disrepair. The new block material should provide for a maintenance free, resilient building exterior for decades.
- As a result of the consolidation of the City's automotive mechanics to the Department of Public Works facility, the police building's 3-bay mechanics garage became unoccupied and available for repurposing. The three garage doors were sealed off as part of the limestone façade replacement and the interior was reconstructed as a new roll call / community room. The new space allowed for installation of updated technologies and the moving of the Department armory to the first floor. This design has served to increase the efficiency of the officers' time by placing necessary patrol equipment adjacent to the parking lot where the patrol vehicles are located. The project also provided for the inclusion of a modest break room for employees to utilize during lunch periods. Prior to this construction, no such area existed in the building.
- The Police Service Aide program was increased by two. By having Police Service Aides working at the Command Desk, the Department is able to assign additional officers to patrol duties.
- All equipment that is issued to officers for use on the road will be tracked with the new Checkmate System. This system allows for quicker checkout and return of the equipment and provides better tracking of its use.
- The Department has played an integral role in the County Law Enforcement – Tactical Response Coordinating Group (OakTAC) training. All officers of the Department were trained in Active Shooter Response and the Department also provided several instructors to train other Oakland County police officers.
- The Heckler & Koch USP Compact .40 caliber handgun has been the handgun issued by Department for approximately 12 years. During this fiscal year, it was replaced with the 9mm Glock, model 17. Many new features have made this handgun the model of choice for many police departments.
- Participating Neighborhood Watch groups increased from 63 in 2012 to 110 in 2013. This increase was due in part to the addition of a full time Crime Prevention Technician who serves as the Department's Neighborhood Watch liaison.

POLICE DEPARTMENT



Fiscal Year 2014-2015

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
(010)	Administrative & Clerical				
	Chief of Police	1	1	1	1
	Secretary to the Chief of Police	1	1	1	1
	Records Division Supervisor	1	1	1	1
	Dispatch Coordinator	3	3	3	3
	Secretary	3	3	3	3
	Dispatcher	4	4	6	6
	Teleprocessing Operator	2	2	2	2
	Clerk Typist II	3	0	1	1
	Clerk Typist I	1	4	3	3
	Community Service Officers	1	1	1	1
	Administrative Secretary	3	3	3	3
	Police Service Technician	1	1	1	1
	Records Section Coordinator	1	1	1	1
	Record FOIA Technician	1	1	1	1
	Total	26	26	28	28
(017)	Assistant Chiefs	1	1	1	1
(018)	Commanders	3	3	3	3
(019)	Lieutenants	4	4	5	5
(020)	Sergeants	16	16	16	16
(021)	Police Officers	51	47	45	45
(051)	Crossing Guards (FTE)	1.22	1.22	1.22	1.22
(038)	Part-time (Dispatch & Clerical) (FTE)	11.5	11.66	11.66	11.66
	Total	87.72	83.88	82.88	82.88
	Total	113.72	109.88	110.88	110.88
705	PUBLIC SAFETY MILLAGE				
(010)	Administrative & Clerical				
	Communications Supervisor (Civilian)	1	1	1	1
	Crime Prevention Technicians	1	1	1	1
	Dispatchers	6	6	6	6
	Total	8	8	8	8
(021)	Police Officers	31	35	35	35
	Total Public Safety Millage Fund	39.00	43.00	43.00	43.00
	DEPARTMENT TOTAL	152.72	152.88	153.88	153.88

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$348,736 or 2.43% decrease from the current budget.
- The decrease results from projected lower than budget personnel costs; primarily in part-time, sick & vacation payouts and health insurance expenditures.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$446,590 or 3.2% increase from the FY 13-14 year-end projection and \$97,854 or 0.68% increase over the FY 13-14 budget.
- The budget to budget increase results primarily from higher personnel costs, offset partially by lower non-personnel costs. The largest single component increase comes from the actuarially determined annual defined pension benefit contribution to the Employees' Retirement System. In addition, the FY 14-15 Proposed Budget includes a Request to create 1 new Lieutenant position, 2 new Dispatcher positions and eliminate 2 existing Patrol Officer positions (with no negative impact of road patrols), for a net increase of 1 F.T.E, at a net increased cost of \$48,090.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Police	\$15,358,667	\$14,019,712	\$14,377,812	\$14,029,076	\$14,475,666

Police Department

DEPARTMENT NUMBER: 300

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES							
010	Administrative & Clerical	1,258,688	1,178,359	1,201,717	1,208,000	1,302,117	1,302,117
017	Assistant Chiefs	99,381	99,000	99,381	99,381	99,381	99,381
018	Commanders	287,538	286,285	287,566	287,566	287,566	287,566
019	Lieutenants	344,711	345,769	345,769	347,600	432,211	432,211
020	Sergeants	1,191,335	1,268,820	1,268,797	1,288,750	1,268,798	1,268,798
021	Patrol	4,032,129	3,161,927	3,104,138	3,210,000	3,033,266	3,033,266
023	Cadets	42,771	0	0	0	0	0
038	Part-time	371,694	406,615	524,793	424,000	497,390	497,390
041	Court Time	141,037	133,712	145,552	140,000	140,000	140,000
042	Holiday Pay	335,124	300,784	288,262	300,293	293,910	293,910
051	Crossing Guards	16,205	16,000	20,690	20,690	20,690	20,690
106	Sick/Personal Leave	338,597	171,301	420,000	215,000	250,000	250,000
112	Overtime	429,946	522,856	554,750	540,000	530,000	530,000
115	Grant - dispatch Training Wages	0	182	0	0	0	0
200	Social Security	707,678	637,189	670,590	649,260	641,117	641,117
250	Blue Cross/Optical/Dental	1,260,900	1,008,794	1,256,499	1,127,600	1,269,940	1,269,940
275	Life Insurance	12,329	12,911	12,911	13,232	12,982	12,982
300	Pension - DC	48,731	47,725	54,939	71,700	82,111	82,111
305	Pension - DB	1,680,815	1,520,882	1,254,970	1,254,970	1,479,211	1,479,211
308	Post Retirement Healthcare	1,343,301	1,366,783	1,056,009	1,056,009	1,108,242	1,108,242
325	Longevity	476,314	464,534	485,263	465,350	497,006	497,006
350	Worker's Compensation	77,551	45,104	103,711	97,300	99,933	99,933
	Category Total	<u>14,496,775</u>	<u>12,995,532</u>	<u>13,156,307</u>	<u>12,816,701</u>	<u>13,345,871</u>	<u>13,345,871</u>
(705) PUBLIC SAFETY MILLAGE							
010	Administrative & Clerical	203,758	325,022	390,082	376,200	390,740	390,740
021	Patrol	1,189,089	1,879,653	2,274,906	1,980,900	2,193,054	2,193,054
041	Court Time	40,258	73,184	75,000	65,000	70,000	70,000
042	Holiday Pay	71,968	100,887	132,676	119,692	128,390	128,390
106	Sick/Personal/Vacation	28,636	8,648	37,500	12,000	15,000	15,000
112	Overtime	152,688	220,819	221,830	250,000	260,000	260,000
200	Social Security	130,954	199,963	244,616	218,310	229,168	229,168
250	Blue Cross/Optical/Dental	273,793	319,209	487,035	418,100	512,519	512,519
275	Life Insurance	1,976	3,877	4,845	4,654	4,850	4,850
300	Pension - DC	6,485	39,529	53,697	50,101	59,702	59,702
305	Pension - DB	315,732	484,140	532,551	532,551	603,613	603,613
308	Post Retirement Healthcare	254,212	324,984	280,474	280,474	229,568	229,568
325	Longevity	56,366	47,580	65,582	56,800	66,836	66,836
350	Worker's Compensation	14,428	14,542	37,907	34,340	36,522	36,522
	Reallocation to P.S. Millage Fund	<u>(2,740,343)</u>	<u>(4,042,037)</u>	<u>(4,838,701)</u>	<u>(4,399,122)</u>	<u>(4,799,962)</u>	<u>(4,799,962)</u>
	Category Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Police Department

DEPARTMENT NUMBER: 300

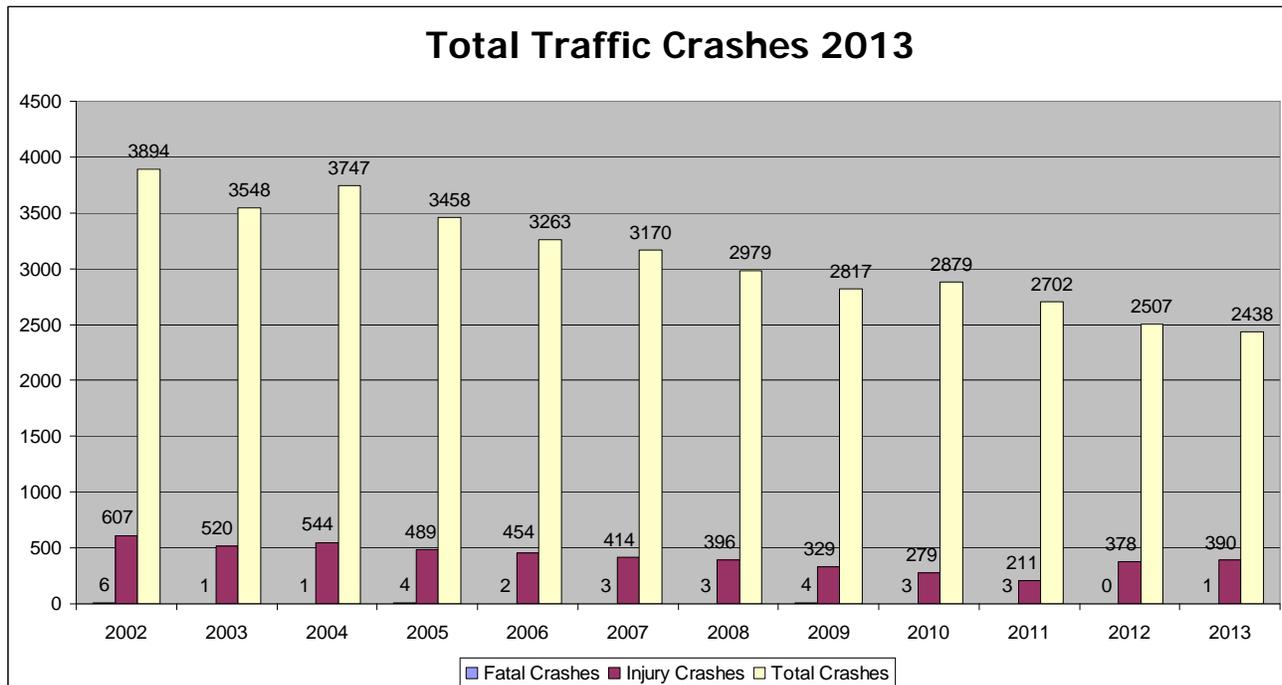
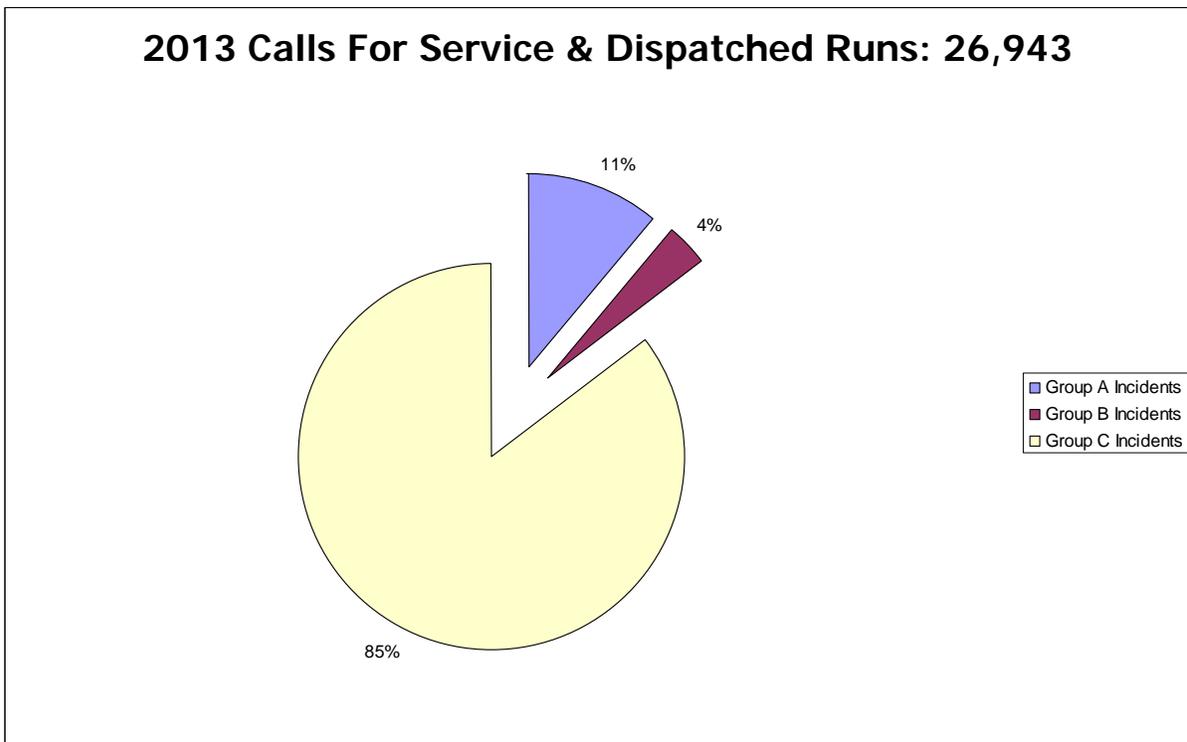
Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Requested	2014/15 Proposed
(740) OPERATING SUPPLIES							
001	Gas & Oil	258,636	258,302	300,132	299,989	300,132	300,132
002	Books & Subscriptions	958	1,445	1,899	2,340	2,000	2,000
003	Pers. Testing & Advert.	5,311	8,314	13,900	17,800	8,000	8,000
008	Supplies	54,595	53,447	57,000	57,000	48,600	48,600
011	Rental Equipment	533	35,401	32,500	32,500	32,500	32,500
014	Copier Supplies	0	1,123	0	0	0	0
018	Ammunition & Weapons	8,742	21,709	21,200	21,200	21,200	21,200
019	Uniforms/Uniform Equip.	40,889	45,426	31,925	31,925	32,000	32,000
040	Miscellaneous Expense	2,750	4,215	3,000	5,472	4,000	4,000
Category Total		372,414	429,382	461,556	468,226	448,432	448,432
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	821	794	1,738	1,738	1,740	1,740
002	Memberships & Licenses	779	625	1,740	1,740	1,000	1,000
005	Fleet Insurance	42,800	32,405	32,530	32,530	34,717	34,717
006	Vehicle Maintenance	99,296	99,631	115,755	123,425	105,000	105,000
007	Office Equip. Maint.	8,487	15,031	9,000	9,000	9,000	9,000
008	Firearms Range Maint.	45	614	2,500	2,500	3,000	3,000
013	Education & Training	35,819	31,915	31,000	31,000	31,050	31,050
014	State Act 302 Training	18,211	27,153	18,000	18,000	18,000	18,000
015	State Act 32 Training	1,207	4,130	25,000	15,000	24,500	24,500
016	Telephone Expense	32,550	29,863	43,500	30,000	34,400	34,400
023	Data Processing	57,920	93,977	91,198	92,000	92,446	92,446
024	Printing Services	9,226	9,599	9,000	9,000	9,000	9,000
026	Physical Examinations	2,381	10,072	2,750	6,800	6,800	6,800
027	Vehicle Radio Maint.	221	980	28,608	28,608	10,000	10,000
028	Prisoner Care	9,996	10,881	11,500	13,308	14,000	14,000
029	Building Maintenance	10,520	25,610	15,330	20,000	15,000	15,000
041	Auto Allowances	18,000	18,000	18,000	18,000	18,000	18,000
043	Auto Washing	3,903	4,736	4,000	4,000	4,000	4,000
044	Towing	620	315	300	300	300	300
056	Utilities	67,193	62,719	65,000	65,000	60,000	60,000
065	Uniform Cleaning	17,186	15,100	15,500	14,500	15,000	15,000
070	Crime Prevention	186	1,667	3,500	3,000	3,000	3,000
097	Live Scan Application	20,233	25,227	30,000	22,200	23,000	23,000
098	Polygraph/DNA Services	7,015	5,499	9,500	7,500	12,000	12,000
Category Total		464,615	526,543	584,949	569,149	544,953	544,953
(970) CAPITAL OUTLAY							
001	Office Furniture	0	8,255	0	0	6,900	6,900
015	Automotive/Auto Equip.	0	0	60,000	60,000	66,000	66,000
019	Radio & Radar Equip.	7,141	0	5,000	5,000	9,000	9,000
020	Miscellaneous Equipment	7,752	0	110,000	110,000	54,510	54,510
036	Building Improvements	9,970	60,000	0	0	0	0
Category Total		24,863	68,255	175,000	175,000	136,410	136,410
DEPARTMENT TOTAL		15,358,667	14,019,712	14,377,812	14,029,076	14,475,666	14,475,666

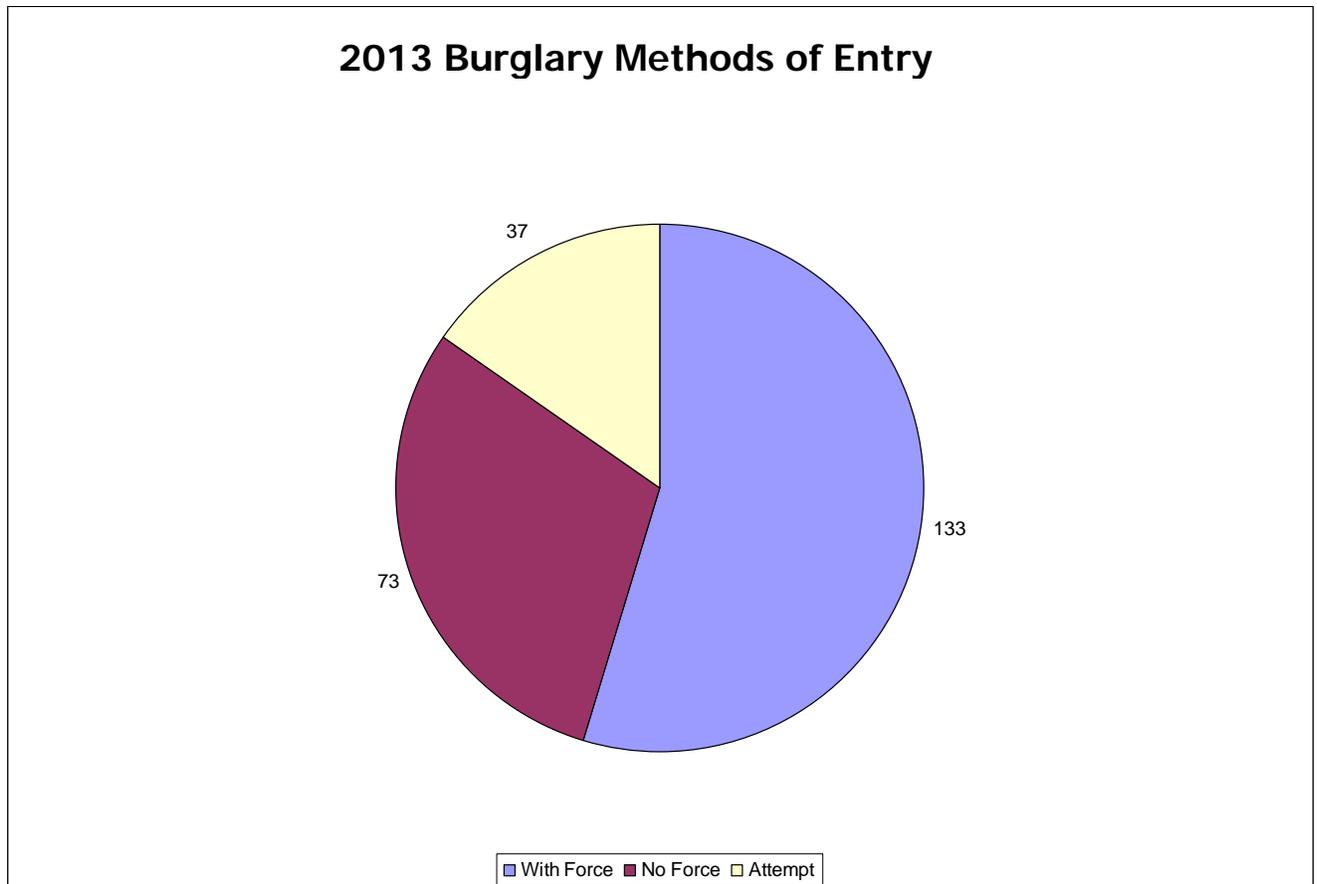
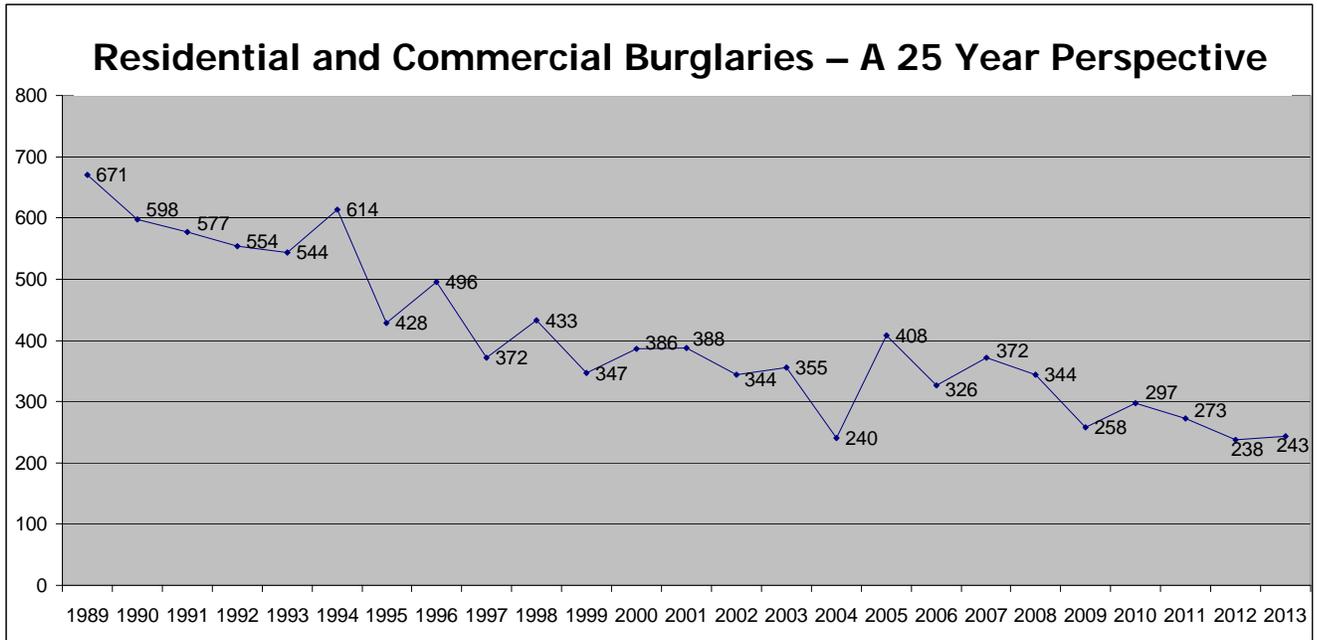
CAPITAL OUTLAY

Department Number: 300

Acct.			Unit	Budget	Manager's Budget	
970	Quantity	Item Description	Cost	Request	Quantity	Amount
001		Office Equipment				
	14	Replacement of Admin Clerical Chairs	350	4,900	14	4,900
	4	Replacement of Dispatch Chairs	500	2,000	4	2,000
				<u>6,900</u>		<u>6,900</u>
015		Automotive & Auto Equipment				
	3	Replacement of unmarked staff vehicles	22,000	66,000	3	66,000
019		Radio and Radar Equipment				
	6	Patrol Radar Unit Upgrade	1,500	9,000	6	9,000
020		Miscellaneous Equipment				
	7	Replacement of AED Units	1,500	10,500	7	10,500
	18	Replacement of Heavy Tactical Vests	2,445	44,010	18	44,010
				<u>54,510</u>		<u>54,510</u>
		CAPITAL OUTLAY TOTAL		<u>136,410</u>		<u>136,410</u>

Key Department Trends





FIRE DEPARTMENT

MISSION STATEMENT:

The Farmington Hills Fire Department, utilizing a combination of career and part-paid personnel in an efficient and effective manner, has the responsibility to preserve the resources of the community through fire prevention and suppression, to reduce the adverse effects of injury or sudden illness through quality emergency medical service as first responders, to provide the necessary services during natural or man-made disasters and to respond to the community as requested in the spirit of the fire service.

The Fire Department serves the community in four primary areas: fire suppression, fire prevention, EMS/rescue services, and emergency management. Fire suppression includes the response to fires and the other preparation needed to be ready and capable, including training and equipment maintenance. Fire prevention includes inspection, plan review, public safety education and fire investigation. The code enforcement functions are coordinated with other appropriate departments of the City to create and maintain safe conditions in buildings and during events. The Fire Department also responds to all calls for emergency medical services and rescue situations using vehicles that have been equipped with Basic and Advanced Life Support (ALS) capabilities. Fire Fighter/Paramedics respond and provide ALS on the scene and transport the patient, if necessary, to the hospital.

Emergency Management involves the preparation for and response to natural or man-made disasters. The Emergency Manager within the Fire Department, along with the City Management, have taken significant steps to prepare for such events by conducting Incident Management System training for Fire, Police, DPW, Special Services, and Emergency Operations Center personnel, as well as the planning and coordination of regular exercises. The Emergency Manager is also responsible for the coordination of all of the programs that are conducted under the auspice of Department of Homeland Security grants.

The fire department has been and continues to be a very cost effective and an efficient method to deliver service to the community. Because the fire department is a combination department, the annual budget is significantly less than other cities of comparable size and services provided.

The fire department experienced a 6.69% increase in overall run volume from the previous year. So far this calendar year, the fire department is already experiencing a 10.32% higher incident volume than during the same period in the previous year.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- To continually evaluate all aspects of the Department's activities for effectiveness and efficiency. (2,3)
- To provide service to the community during emergency, non-emergency and disaster events. (1,3)
- To maintain and expand personnel training levels in order to meet the ever-changing response needs of the community. (3,8)
- To emphasize personal and team safety in all tasks performed. (8)
- To prepare the Department and City Staff to safely and effectively handle all hazards in the community through continued education and necessary equipment. (3,12)
- To provide City-wide planning and coordination of governmental services in the event of a catastrophic event. (3)
- To educate children and adults in fire and other safety principles and practices. (3,12)

PERFORMANCE OBJECTIVES

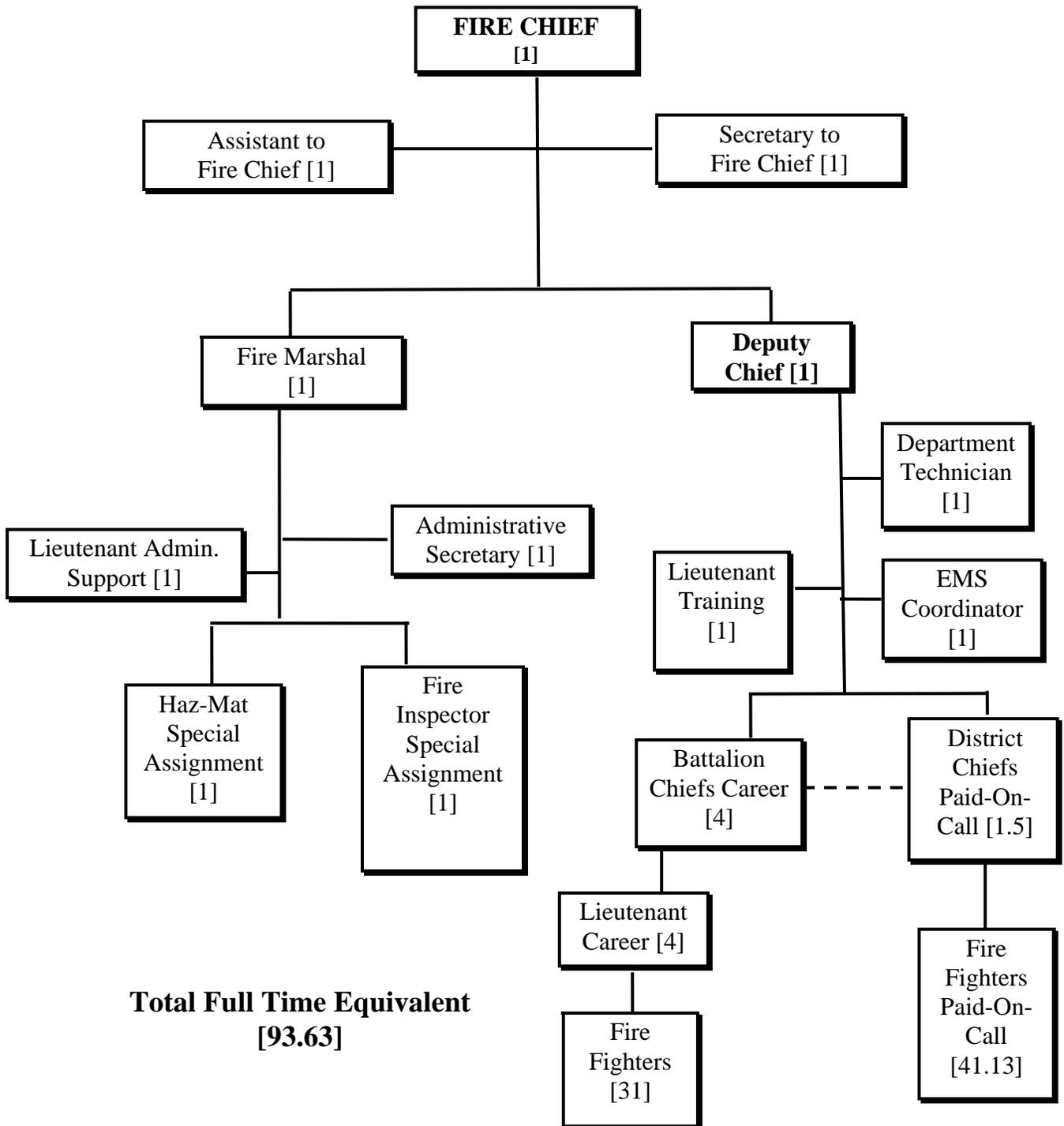
- Develop and implement personnel career paths and training criteria for succession planning.
- Evaluate individual and team skill levels to ensure performance is at the expected standards.
- Continue to emphasize safety on the fire ground and emergency scenes by training personnel in hazard recognition, self-survival and emergency communications techniques.
- Continue the integration of the National Incident Management System criteria for both Fire Department and other critical City personnel.
- Participate in local, regional, and State exercises to test and refine disaster preparedness capabilities.
- Enhance the wellness/fitness awareness of all Department personnel and encourage healthy lifestyles thereby minimizing the frequency and severity of job related injury and illness.

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	Number of Incidents	8,539	8,965	9,413
	Number of Emergency Medical Incidents	5,586	5,917	6,212
	Number of Public Education Programs	110	115	115
	Number of Training Hours	20,537	21,500	20,000
Efficiency	Activity Expenditures as a % of General Fund	8.22%	7.71%	8.07%



2013 School Fall Assembly Program Cast

FIRE DEPARTMENT



STAFFING LEVELS

Acct. 337 Title	Authorized Positions		Requested Positions	Authorized Positions
	12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
<u>GENERAL FUND</u>				
(010) Full Time Wages				
Lieutenants	2	2	2	2
Fire Marshal	1	1	1	1
Secretary to the Fire Chief	1	1	1	1
Administrative Secretary	1	1	1	1
Secretary	1	1	0	0
Department Tech.	0	0	1	1
Full-time Fire Fighters	11	14	14	14
Assistant to the Chief	1	1	1	1
Fire Fighter/Inspector	1	1	1	1
Hazardous Material Specialist	1	1	1	1
Total	20	23	23	23
(025) Paid Callback System (FTE)				
Paid-Callback Wages	31.27	19.63	19.63	19.63
Total	31.27	19.63	19.63	19.63
<u>PUBLIC SAFETY MILLAGE FUND</u>				
(010) Administrative and Clerical				
Deputy Chief	1	1	1	1
Deputy Chief	1	1	1	1
Battalion Chief	4	4	4	4
Battalion Chief	4	4	4	4
Full-time Fire Fighter	18	18	17	17
EMS Coordinator	0	0	1	1
Total	28	28	28	28
(025) Paid-Callback System (FTE)				
Paid Callback Wages	5.68	23.00	23.00	23.00
Total	5.68	23	23	23
Department Total	84.95	93.63	93.63	93.63

Fire Department

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$49,659 or 1.23% decrease from the current budget.
- The decrease results primarily from projected lower than budget salaries & wages (from vacancies), utilities and building maintenance expenditures.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$269,145 or 6.7% increase from the FY 13-14 year-end projection and \$219,486 or 5.5% increase over the FY 13-14 budget.
- The budget to budget increase results primarily from higher personnel costs (assuming full staffing) in the areas of salaries & wages, health insurance, pension costs and post-retirement healthcare costs; as well as increased fleet insurance costs.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Fire	\$5,753,027	\$3,958,699	\$4,022,651	\$3,972,992	\$4,242,137

Fire Department

DEPARTMENT NUMBER: 337

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES							
010	Administrative & Clerical	1,950,648	1,296,814	1,488,118	1,445,216	1,506,422	1,506,422
025	Paid Callback Wages	1,083,975	921,158	689,760	689,500	768,837	768,837
038	Part-time	3,372	27,143	2,500	1,000	1,000	1,000
042	Holiday Pay	68,021	3,380	0	3,403	0	0
106	Sick & Vacation	90,569	28,686	20,000	35,000	20,000	20,000
112	Overtime	405,212	89,369	100,000	105,000	100,000	100,000
200	Social Security	282,474	181,412	180,056	179,970	186,816	186,816
250	Blue Cross/Optical/Dental	343,329	204,373	268,114	268,050	284,068	284,068
275	Life Insurance	3,698	2,702	2,919	2,924	2,987	2,987
300	Pension - DC	0	9,500	12,000	12,000	25,802	25,802
305	Pension - DB	342,315	172,454	182,533	182,533	240,054	240,054
308	Post Retirement Healthcare	230,393	142,991	95,636	95,636	106,519	106,519
325	Longevity	136,370	45,755	53,296	48,615	45,790	45,790
350	Workers Compensation	65,080	28,482	56,127	56,393	58,261	58,261
Category Total		5,005,456	3,154,219	3,151,059	3,125,240	3,346,556	3,346,556
(705) PUBLIC SAFETY MILLAGE							
010	Full Time Wages	1,377,685	2,122,231	2,174,212	2,048,000	2,138,616	2,138,616
025	Paid Callback Wages	149,413	300,433	789,277	675,000	710,200	710,200
042	Holiday	54,596	112,045	120,527	111,500	117,800	117,800
106	Sick & Vacation	71,493	69,970	63,752	48,000	55,000	55,000
112	Overtime	0	315,328	265,000	278,000	265,000	265,000
200	Social Security	127,273	224,608	269,368	246,889	259,736	259,736
250	Blue Cross/Optical/Dental	236,253	320,491	393,573	380,415	383,494	383,494
275	Life Insurance	1,787	7,910	4,243	4,350	4,243	4,243
300	Pension - DC	0	1,875	3,000	5,000	7,500	7,500
305	Pension - DB	209,264	281,212	331,109	331,109	421,809	421,809
308	Post Retirement Healthcare	142,703	251,657	253,810	253,810	245,041	245,041
325	Longevity	57,484	107,058	115,902	109,700	113,494	113,494
350	Workers Compensation	26,479	30,749	83,227	75,005	78,121	78,121
Reallocation to P.S. Millage Fund		(2,454,430)	(4,145,567)	(4,867,000)	(4,566,778)	(4,800,054)	(4,800,054)
Category Total		0	0	0	0	0	0
(740) OPERATING SUPPLIES							
001	Gas & Oil	100,814	103,476	114,690	114,575	114,690	114,690
002	Books & Subscriptions	7,566	1,646	4,566	7,166	11,550	11,550
008	Supplies	97,415	71,259	77,400	76,400	76,400	76,400
011	Medical Supplies	61,287	73,548	64,000	64,000	64,000	64,000
019	Uniforms	17,896	28,034	30,000	26,884	30,000	30,000
020	Protective Clothing	8,652	15,005	9,500	3,400	3,500	3,500
040	Miscellaneous	12,803	6,049	8,100	8,100	8,049	8,049
075	Fire Equipment Repair Parts	20,362	15,495	20,000	25,439	20,000	20,000
076	Fire Prevention Materials	2,292	2,460	2,700	2,800	4,800	4,800
Category Total		329,087	316,972	330,956	328,764	332,989	332,989

Fire Department

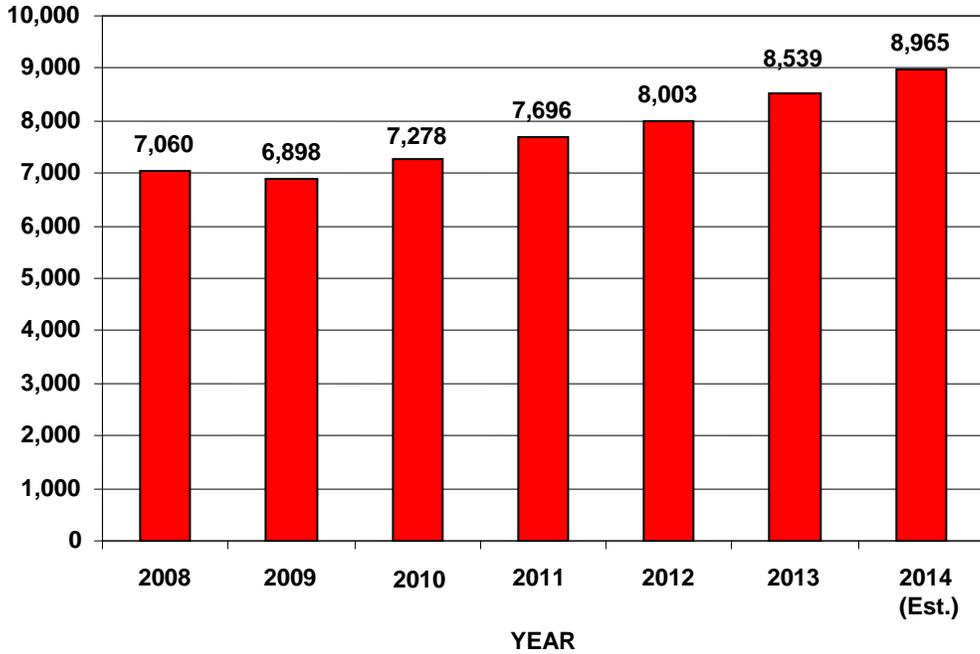
DEPARTMENT NUMBER: 337

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	0	0	6,200	5,900	6,914	6,914
002	Memberships & Licenses	16,186	18,209	23,251	23,251	21,914	21,914
005	Fleet Insurance	33,740	46,696	40,313	40,313	66,579	66,579
006	Vehicle Maintenance	38,498	57,281	51,400	52,000	51,400	51,400
007	Office Equip. Maintenance	6,517	9,205	8,500	8,500	8,500	8,500
008	Vehicle Refurbishment	0	78	0	0	0	0
009	Consultants	58,025	76,088	77,000	77,000	77,000	77,000
013	Education and Training	23,142	53,038	49,165	49,165	52,085	52,085
016	Phone Expense	15,046	12,680	16,500	14,000	16,500	16,500
023	Data Processing	5,835	9,087	9,789	9,789	14,852	14,852
025	Utilities	120,270	122,957	133,423	130,400	123,423	123,423
026	Physical Examinations	34,205	18,271	36,760	32,704	33,800	33,800
027	Radio Maintenance	3,343	2,046	2,000	5,241	2,000	2,000
029	Building Maintenance	34,857	33,037	57,500	42,000	58,790	58,790
031	Fire Hydrant Rentals	25,220	25,235	25,235	25,125	25,235	25,235
041	Auto Allowance	3,600	3,600	3,600	3,600	3,600	3,600
	Category Total	418,484	487,508	540,636	518,988	562,592	562,592
DEPARTMENT TOTAL		5,753,027	3,958,699	4,022,651	3,972,992	4,242,137	4,242,137

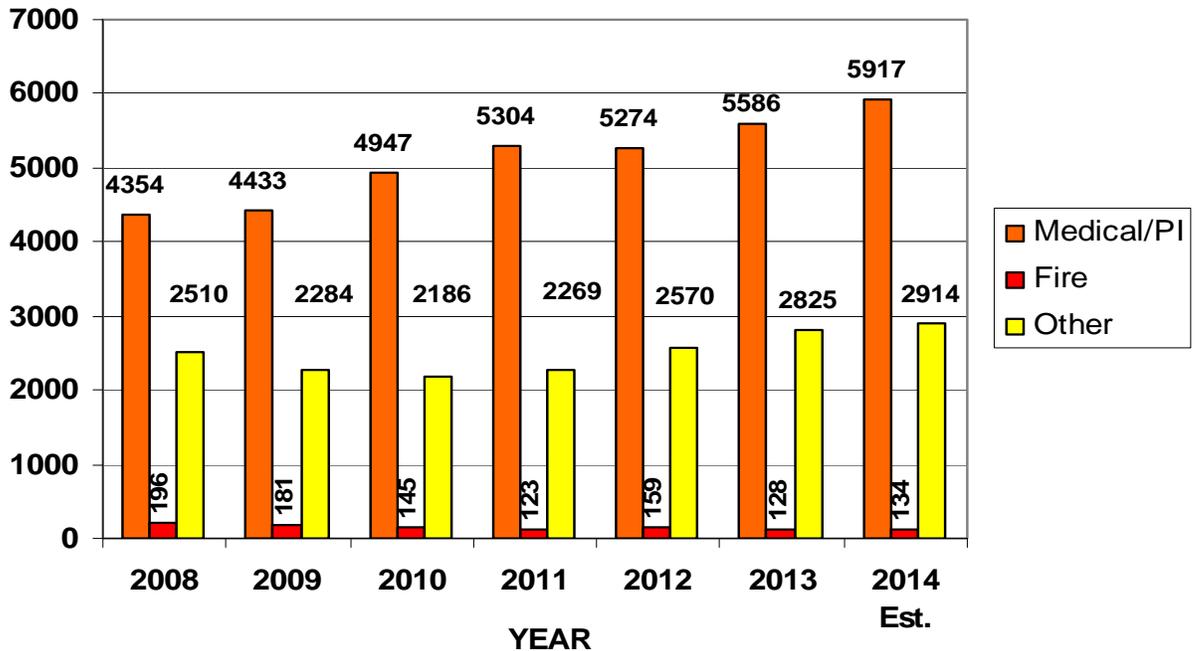
Various General Fund Licenses & Permits and User Fee Revenue helps to support the cost of providing Fire Services throughout the City. The most significant are Advance Life Support Fees which generate approximately \$1.41 million annually for the City.

KEY DEPARTMENTAL TRENDS

NUMBER OF INCIDENTS



INCIDENTS BY TYPE



PLANNING AND COMMUNITY DEVELOPMENT

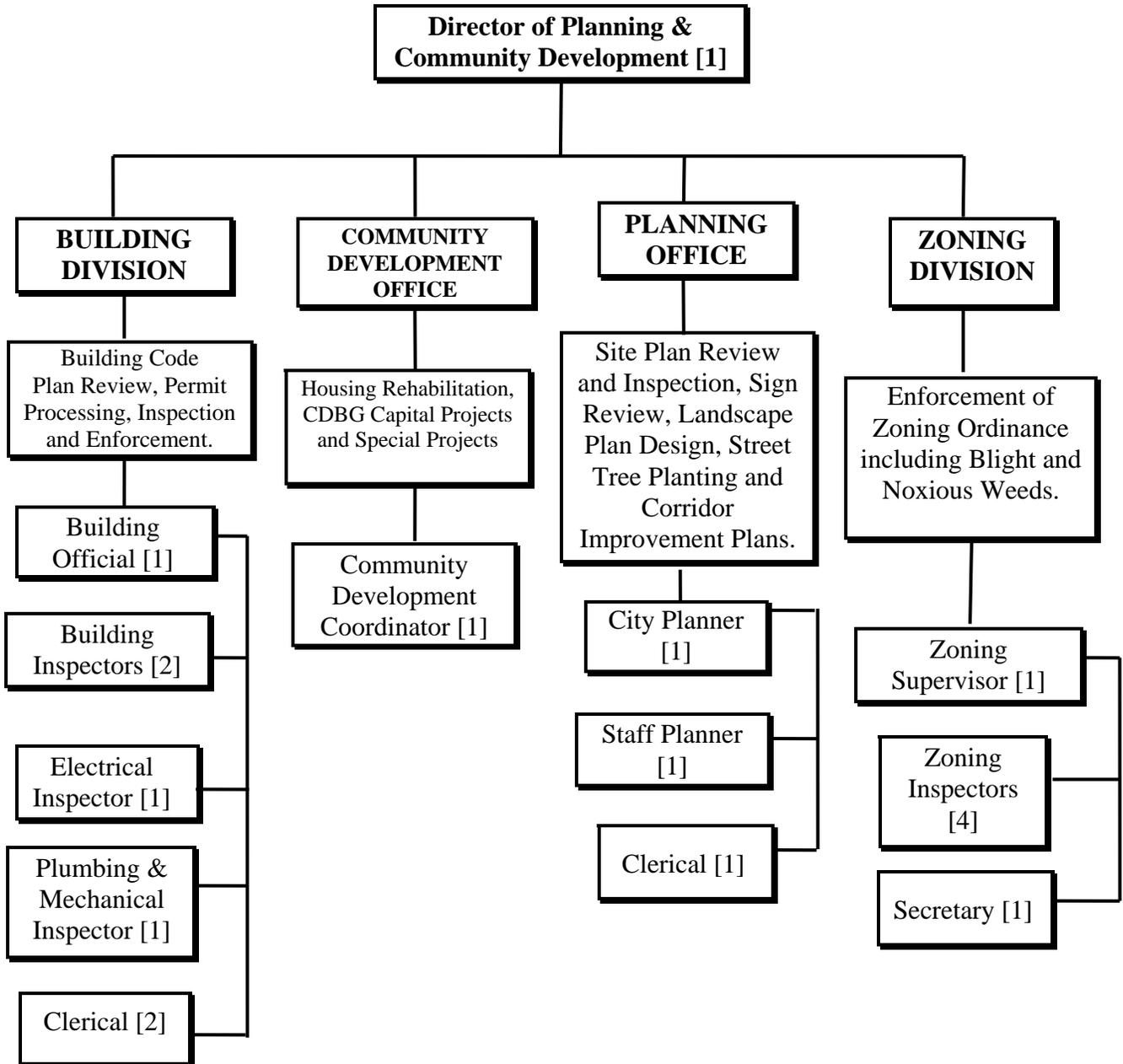
MISSION STATEMENT: Provide professional planning, community and economic development services as required by the City's codes and ordinances with an appreciation for a participatory approach to community change involving residents and property owners.

ADMINISTRATION

The Department of Planning and Community Development is comprised of the Building Division, Zoning and Code Enforcement Division, Community Development Office and Planning Office. Under the Director, the primary responsibility of the department is to monitor the City's development, redevelopment and property maintenance through enforcement of all applicable codes and ordinances. The department as well undertakes special planning projects and assignments as directed by the City Manager. Eighteen full time equivalent employees make the department an efficient operation. Funding for the department continues to be in large part supported by permit fees. The department provides professional staff support to City Council, Planning Commission, Zoning Board of Appeals, Beautification Commission, Historic District Commission, Housing Rehabilitation Loan Board and Building Boards.



PLANNING & COMMUNITY DEVELOPMENT



Total Full Time Equivalent [18.00]

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
(010) Administrative & Clerical					
	Community Development Director	1	1	1	1
	Community Development Coordinator	1	1	1	1
	Building Official	1	1	1	1
	City Planner	1	1	1	1
	Zoning Office Supervisor	1	1	1	1
	Staff Planner I	1	1	0	0
	Staff Planner II	0	0	1	1
	Secretary to the Director	1	1	1	1
	Secretary	1	1	1	1
	Aide	1	1	1	1
	Clerk Typist I	1	1	1	1
	Total	10	10	10	10
(032) Code Inspectors					
	Chief Building Inspector	0	0	1	1
	Building Inspector	2	2	1	1
	Electrical Inspector	1	1	1	1
	Plumbing/Mechanical Inspector	1	1	1	1
	Zoning Code Inspectors	4	4	4	4
	Total	8	8	8	8
Part time (FTE)					
	Housing Rehabilitation Specialist	0.6	0.6	0	0
	Total Part-Time	0.6	0.6	0	0
DEPARTMENT TOTAL		18.60	18.60	18.00	18.00

BUILDING DIVISION

The Building Division's primary duties include the review of construction plans and documents, the issuance of building, electrical, mechanical and plumbing permits and the inspection of new and renovated structures for compliance with applicable codes and standards. The Building Official oversees a staff of six full time employees: 2 Building Inspectors; 1 Electrical Inspector; 1 Plumbing and Mechanical Inspector; 1 Building Division Aide; and 1 Clerk Typist. Additional duties include the registration of all contractors performing work within the city and responding to service requests from residents. Statistical reports are sent monthly to the U. S. Census Bureau, the F. W. Dodge Report and the Southeastern Michigan Council of Governments (SEMCOG) in addition to other city departments. The Building Division maintains permit and plan records in accordance with the State of Michigan record retention schedule and receives numerous requests for copies of plans and construction documents each year. The Building Division also responds to resident complaints pertaining to substandard housing and dangerous buildings as well as property maintenance issues. Inspection staff initiates enforcement action through District Court when warranted.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Enforce the Property Maintenance Code to ensure protection of the City's housing stock. (1,12,13)
- Provide on-going training to inspectors necessary to maintain State registrations. (8)
- Improve process efficiency to shorten turn around time of permit requests.(1,2)

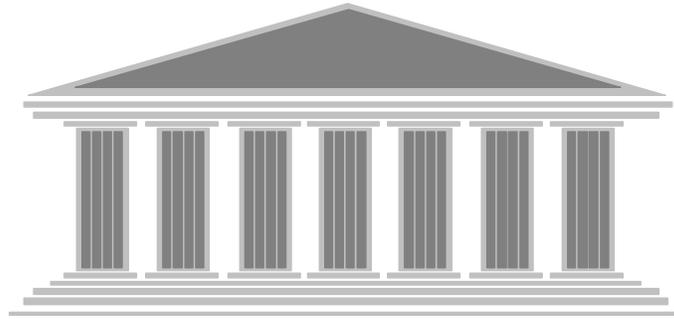
PERFORMANCE OBJECTIVES

- Perform inspections within 24 hours of request.
- Perform plan review for residential permit in 3-5 days and commercial permits in 5-10 days.

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	Building Permits Issued	1,862	1,780	1,815
	Electrical Permits Issued	789	627	639
	HVAC Permits Issued	1,259	1,124	1,146
	Plumbing Permits Issued	639	506	516
	Change of Occupancy Permits	71	93	95
	Demolition Permits Issued	22	24	25
	Certificates of Occupancy Issued	1,342	1,392	1,419
	Building Inspections	4,370	3,900	3,978
	Electrical Inspections	1,872	1,992	2,031
	HVAC Inspections	1,457	1,489	1,518
	Plumbing Inspections	1,421	1,428	1,456
	Efficiency	Inspections/Inspector/Year	2,280	2,202
Inspections Performed within 24 hrs.		99%	99%	99%
Fees Collected		1,341,118	985,000	1,004,700

Building Permits at Market Value

Ten Year History 2004-2013



Residential

Year	New Construction		Additions & Improvements		Total Value
	Number	Value	Number	Value	
2004	184	34,607,070	1,423	10,119,638	44,726,708
2005	119	26,238,412	1,238	7,577,929	33,816,341
2006	28	6,131,736	1,119	7,717,196	13,848,932
2007	29	6,048,965	1,336	6,425,830	12,474,795
2008	9	2,897,272	211	3,714,370	6,611,642
2009	11	3,569,160	315	5,351,442	8,920,602
2010	29	7,993,496	1,338	6,149,024	14,142,520
2011	18	5,573,463	1,182	9,678,290	15,251,753
2012	39	14,948,935	1,167	12,561,971	27,510,906
2013	75	25,526,217	1,203	13,953,649	39,479,866

Commercial

2004	24	9,237,550	256	28,946,921	38,184,471
2005	6	14,941,512	168	23,360,330	38,301,842
2006	5	4,362,091	140	13,551,264	17,913,355
2007	8	2,584,392	160	24,966,680	27,551,072
2008	5	4,784,200	173	27,979,274	32,763,474
2009	6	6,032,056	127	16,899,337	23,931,393
2010	4	17,856,729	166	14,058,606	31,915,335
2011	3	858,623	150	18,191,427	19,050,050
2012	5	15,286,092	168	34,915,575	50,201,667
2013	5	7,229,192	188	30,661,877	37,891,069

Source: Building Division records

COMMUNITY DEVELOPMENT OFFICE

The Community Development Coordinator administers the Community Development Block Grant (CDBG) Program, provides professional assistance to the Beautification Commission and oversees various special projects. The purpose of the block grant program is to provide assistance to low and moderate income individuals and eligible areas. There are many aspects to the program: Housing Rehabilitation Program, participating in the non-profit Rebuilding Together, capital projects and assisting the administration of CDBG funding from City of Farmington. In 2013, 30 homes were rehabilitated through the Housing Rehabilitation Program. The Community Development Office funded the repairs of nine homes through Rebuilding Together. This office is also responsible for administering the CDBG program for the City of Farmington, which includes funding of improvements and staffing for senior adult programs at the Activities Center.

Starting in July 2014 the City of Farmington Hills will begin in July 2014 to participate in a HOME Consortium with Oakland County. The additional funding available through the HOME Consortium will allow the Community Development Office to refer many Housing Rehabilitation clients to Oakland County for necessary home repairs. This cooperative effort will make CDBG funding available for additional capital projects.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Administer CDBG funds in accordance with HUD regulations. (5, 9, 12, 13)
- Provide staff assistance to the Beautification Commission. (1, 12)
- Assist the City of Farmington with the expenditure of their CDBG funds at the Activities Center. (2, 9)

PERFORMANCE OBJECTIVES

- Rehabilitate 15 homes with a budget of \$135,000.
- Successfully coordinate with Oakland County HOME Consortium.
- Complete capital projects within one year of letting contract.
- Successfully coordinate special projects including Rebuilding Together.

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	Housing Rehabilitations Completed	35	30	15
	Housing Rehabilitation Dollars	387,362	270,000	135,000
	CDBG Capital Dollars	219,439	0	152,910
	CDBG Loan Board Meetings	10	9	9
	Special Project Meetings/Beautification Commission Meetings	10	10	10
Efficiency	% of CDBG Admin. Cost/Total Entitlement (below HUD 20% guideline)	20%	20%	20%
	% of Capital Projects completed within one year	100%	NA	NA
	Dollars/Housing Rehab Completed	11,067	8,666	9,000

PLANNING OFFICE

The Planning Office is responsible for the long-range land use planning for the City including review of all development and redevelopment activity. The office consists of two professional planners and a secretary. The office provides professional staff to the Planning Commission, Historic District Commission, Historical Commission and other commissions as required. Administrative duties to those commissions include preparation of agendas, coordination of reviews and public notification. Additional staff duties in conjunction with the City's planning consultant involve site plan and landscape plan review, site development inspection, tree removal permit review and inspection, city-wide addressing, review of construction permits for zoning ordinance compliance, special landscape project design and implementation, and processing of all rezoning and development requests.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Provide professional planning assistance to residents, property owners and land developers. (1,12)
- Provide professional staff assistance to the Planning Commission, the Historic District Commission and Historical Commission. (1,12)
- Lead the effort to encourage redevelopment and reinvestment in the community by updating the planning standards. (1,2)

PERFORMANCE OBJECTIVES

- Coordinate the creation of zoning ordinance amendments resulting from the Master Plan update.
- Expand opportunities for web based applications for review by the Planning Office.
- Provide professional assistance in the adaptive reuse of commercial and industrial buildings and properties.

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	Planning Commission meetings	19	21	21
	Historic District Commission meetings	11	11	11
	PUD Plans	1	1	1
	Site Plans	23	15	17
	Rezoning Requests	2	3	2
	Zoning Text Amendments	3	3	3
	Landscape Plans	7	5	6
	Land Divisions	6	5	6
	Plat/Site Condominium	1	0	0
	Cluster Options	1	1	1
	PUD Option Qualification	1	1	1
	New Building Permits (off.,comm.,ind)	2	5	4
	Tree Permits	127	95	105
	Residential Permits	88	45	30
	Change of Occupancy Permits	51	70	65
Miscellaneous Permits	481	495	490	
Efficiency	% of tree permits reviewed within 5 days	100%	100%	100%
	% of permit requests reviewed within 5 days	100%	100%	100%
	% of occupancy inspections performed within 5 days	100%	100%	100%

ZONING DIVISION

The Zoning and Code Enforcement Division is responsible for the enforcement of the Zoning Ordinance and of those parts of the City Code that relate to property, including the blight ordinance and the noxious weed ordinance. The division is comprised of a supervisor, four field inspectors, and a secretary. The division conducts inspections and contacts residents and business owners to obtain compliance with the City Code. If necessary, violators are taken to district court for a hearing before a magistrate or a judge. The magistrate or judge is empowered to order abatement of the violations that are civil infractions. The Zoning Division coordinates the court ordered clean ups, weed cutting and towing of illegal vehicles. The Zoning Division and Building Division work cooperatively to remove dangerous buildings and to upgrade the housing stock in the City by responding to residents' complaints and observed violations. The division also provides staff support for the Zoning Board of Appeals. This included site review, case preparation, notification mailings, and presentation of all agenda items before the Board.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Participate in forums to educate the public about code requirements and how enforcement sustains property values. (11,12)
- Update ordinance language when changes are required to meet or enhance community standards. (12)
- Improve code enforcement tracking and reporting with updated software. (2,12)
- Neighborhood stabilization through enforcement of property maintenance codes.(12)

PERFORMANCE OBJECTIVES

- Respond within 24 hours of a report of a violation of a city code.
- Enhance operational efficiency by use of code enforcement tracking system

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	ZBA-Regular Meetings	13	12	12
	ZBA-Special Meetings	0	1	1
	ZBA Cases	47	48	50
	ZBA Mailings	2,890	2,900	2,950
	Junk Vehicles Inspections	2,900	2,950	2,900
	Blight Inspections	10,051	10,150	10,250
	Sign Inspections	1,509	1,470	1,410
	Zoning Inspections	2,860	2,870	2,890
	Total Number of Inspections	17,320	17,440	17,450
Efficiency	Average # of Inspections/Inspector	4,330	4,360	4,363
	Number of Abatements	4,667	4,700	4,750

Planning & Community Development

Planning & Community Development comprises 2.78% of the General Fund's proposed budget.

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$177,244 or 11.9% decrease from the current budget and adopted budget.
- The decrease results primarily from personnel budget savings due to 2 vacant positions and 2 new hires.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$153,308 or 11.7% increase from the FY 13-14 year-end projection, and a \$23,936 or 1.6% decrease from the FY 13-14 budget.
- The budget to budget decrease results primarily from the new hires and less part-time wages in FY 14-15.
-

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Planning & Community Development	\$1,675,066	\$1,698,634	\$1,483,870	\$1,306,626	\$1,459,934

\$1,230,000 of Building related Licenses & Permits Revenue supports the costs of the Planning & Community Development Department.

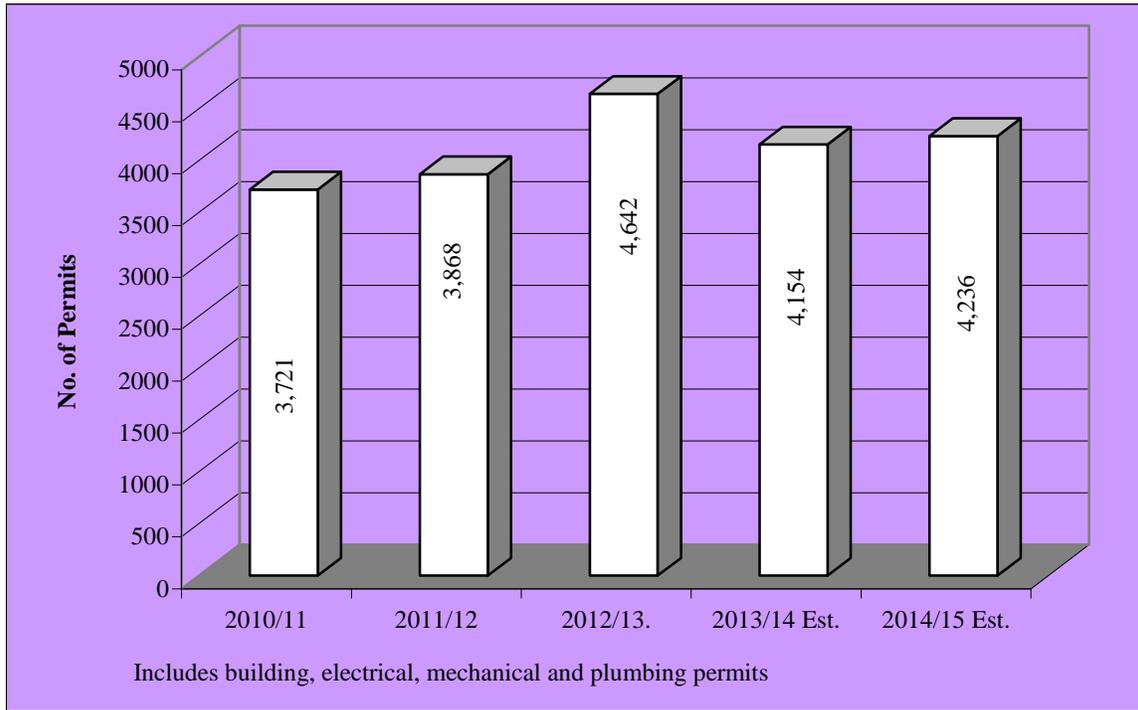
Planning & Community Development

DEPARTMENT NUMBER: 443

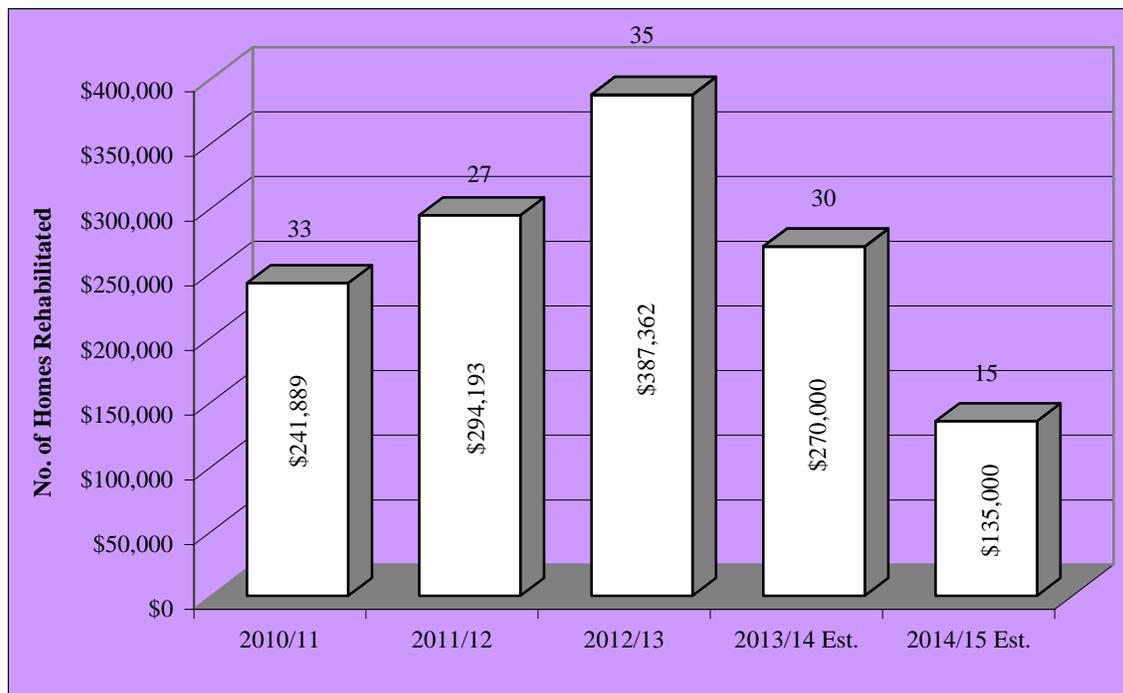
Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES							
010	Administrative & Clerical	616,321	534,670	592,810	457,820	587,943	587,943
032	Code Inspectors	399,402	441,143	450,645	436,750	445,914	445,914
038	Part-time	35,777	47,600	36,000	82,860	10,000	10,000
106	Sick & Vacation	25,980	61,497	14,000	9,377	8,500	8,500
112	Overtime	5,308	5,109	4,000	5,000	4,360	4,360
200	Social Security	82,507	81,195	86,852	78,152	83,763	83,763
250	Blue Cross/Optical/Dental	194,131	179,772	218,598	180,200	240,694	240,694
275	Life Insurance	2,344	2,618	2,690	2,570	2,655	2,655
300	Pension - DC	38,806	46,369	58,127	39,400	57,095	57,095
305	Pension - DB	175,257	172,886	0	0	0	0
308	Post Retirement Healthcare	108,597	117,114	0	0	0	0
325	Longevity	37,696	38,750	33,430	32,216	33,790	33,790
350	Worker's Compensation	4,053	2,567	5,608	5,151	5,046	5,046
700	Cost allocate to CDBG	(102,490)	(81,022)	(82,000)	(82,000)	(82,000)	(82,000)
	Category Total	<u>1,623,689</u>	<u>1,650,268</u>	<u>1,420,760</u>	<u>1,247,496</u>	<u>1,397,760</u>	<u>1,397,760</u>
(740) OPERATING SUPPLIES							
001	Gas & Oil	13,832	15,766	18,550	18,551	18,550	18,550
002	Books & Subscriptions	340	493	435	995	1,000	1,000
008	Supplies	3,685	3,096	3,500	2,900	3,500	3,500
	Category Total	<u>17,857</u>	<u>19,355</u>	<u>22,485</u>	<u>22,446</u>	<u>23,050</u>	<u>23,050</u>
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	223	407	500	500	500	500
002	Memberships & Licenses	1,305	2,300	1,685	1,685	1,685	1,685
004	Engineering Consultant	4,125	3,250	4,000	3,600	4,000	4,000
005	Fleet Insurance	8,000	4,500	5,940	5,940	5,439	5,439
006	Vehicle Maintenance	3,367	6,504	5,400	5,400	5,400	5,400
013	Education & Training	349	518	2,000	1,000	1,000	1,000
024	Printing Services	1,126	361	500	1,500	1,500	1,500
041	Vehicle Allowance	3,600	3,600	3,600	3,600	3,600	3,600
085	Weed Cutting	8,045	5,198	8,000	4,959	7,000	7,000
086	Building Board-Up	3,380	2,373	4,000	3,500	4,000	4,000
087	Building Demolition	0	0	5,000	5,000	5,000	5,000
	Category Total	<u>33,520</u>	<u>29,011</u>	<u>40,625</u>	<u>36,684</u>	<u>39,124</u>	<u>39,124</u>
DEPARTMENT TOTAL		<u>1,675,066</u>	<u>1,698,634</u>	<u>1,483,870</u>	<u>1,306,626</u>	<u>1,459,934</u>	<u>1,459,934</u>

KEY DEPARTMENTAL TRENDS

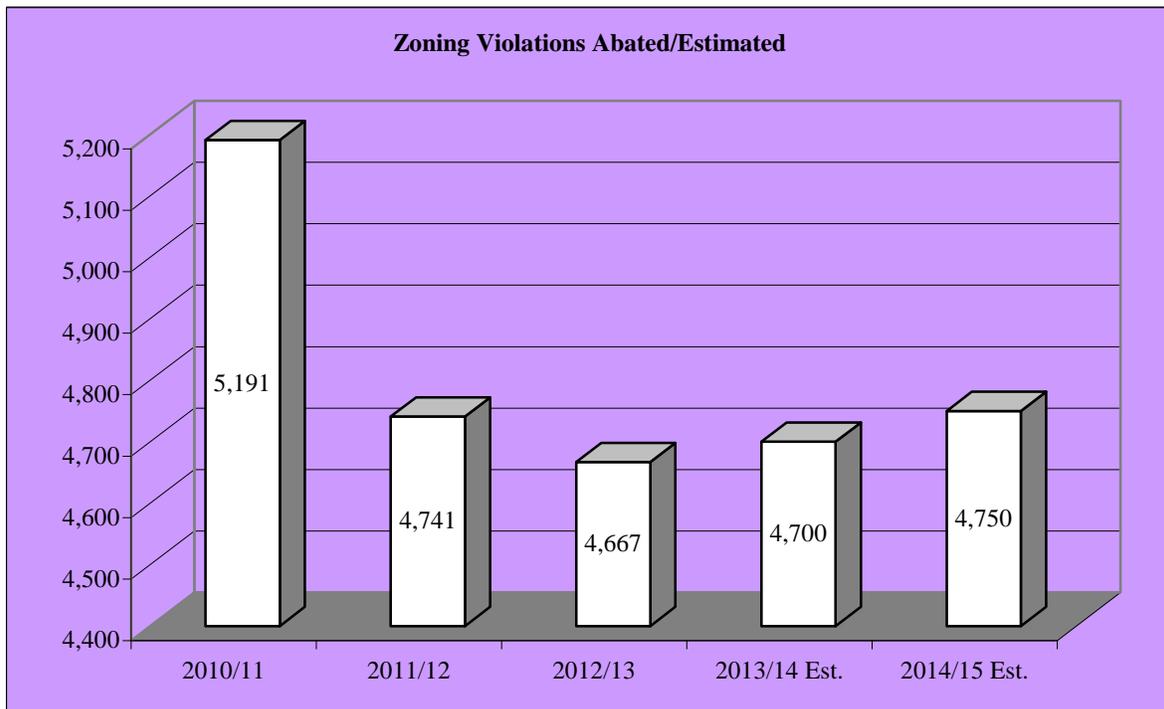
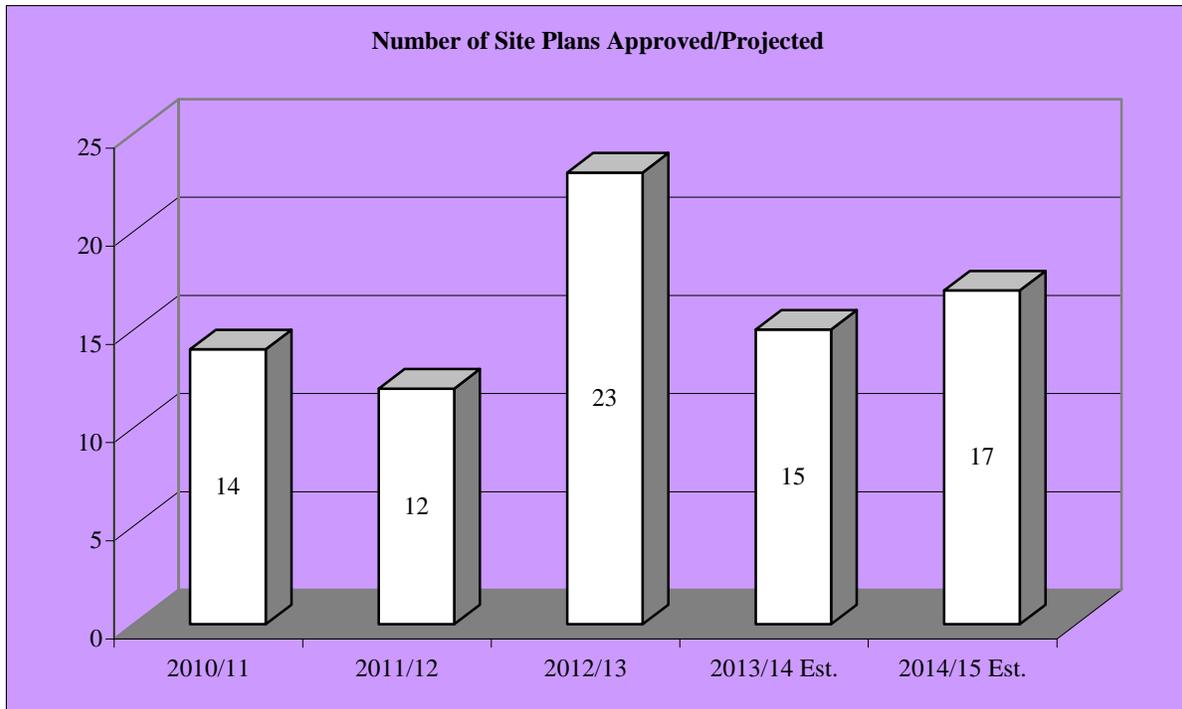
Building Permits Issued/Estimated



**Housing Rehabilitation Program
Homes Assisted/Projected**



KEY DEPARTMENTAL TRENDS (Continued)



PUBLIC SERVICES SUMMARY

DIV.		2011/12	2012/13	2013/14	2013/14	2014/15	2014/15
NO.	Category and Line Item	Actual	Actual	Current	Estimated	Proposed	Adopted
		Expenditures	Expenditures	Budget	Expenditures	Budget	Budget
PUBLIC SERVICES:							
440	DPS Administration	426,381	471,788	478,576	383,751	467,961	467,961
442	Road Maint & Supervision	250,294	314,401	408,717	376,964	367,372	367,372
444	Building Maintenance	453,115	494,554	413,110	411,004	470,236	470,236
449	Engineering	1,305,651	1,226,997	1,242,296	1,175,662	1,160,697	1,160,697
450	DPW Maintenance Facility	1,207,336	1,294,949	1,196,413	1,170,937	1,336,969	1,336,969
523	Waste Removal	3,536,075	3,512,855	3,586,575	3,578,807	3,665,392	3,665,392
TOTAL PUBLIC SERVICES		7,178,852	7,315,544	7,325,687	7,097,125	7,468,627	7,468,627



PUBLIC SERVICES

MISSION STATEMENT: The mission of the Department of Public Services is to provide technical expertise and assistance to our residents as well as maintain accurate records. We strive to improve efficiency and customer service through embracing innovation, resulting in superior quality of life for those in our community. We plan, design, construct and preserve city buildings, roads, public utilities and community mobility in a safe and environmentally sensitive manner. In addition we provide refuse removal as well as maintain city vehicles and equipment.

DPS ADMINISTRATION

The Department of Public Services Administration provides the overall management for the Department's three operating divisions: Public Works, Engineering and Building Maintenance. The department consists of the Director and three administrative staff members. The salary of the Civil Engineer II is reimbursed from the sewer interceptor fund.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

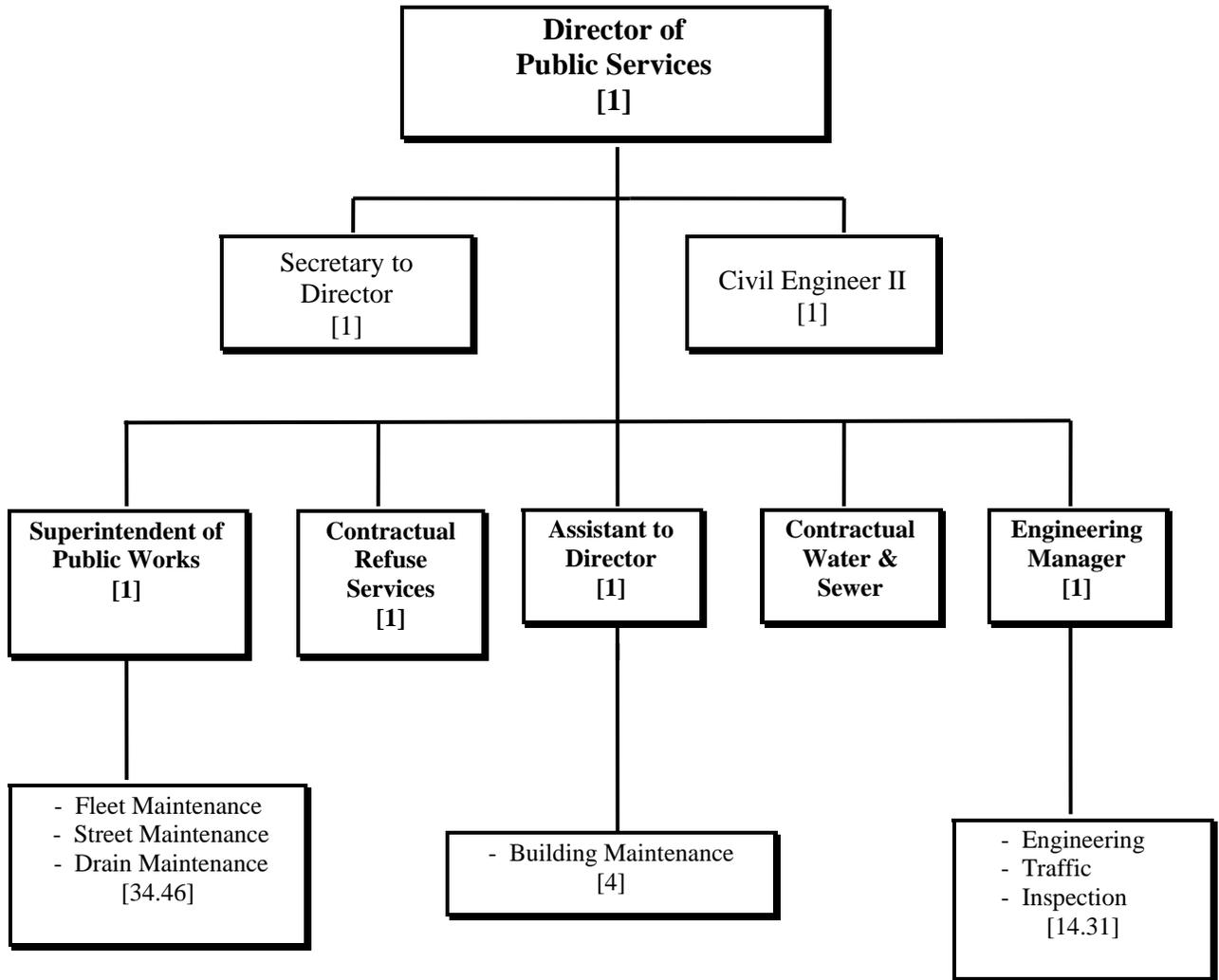
- To provide administration for the Department of Public Services including refuse disposal within the City, maintenance and repair of all public streets, public utilities, review and inspection of all right-of-way installations, and the maintenance of public buildings and properties. (1,13)
- To represent the City's interests with federal, state, county and other agencies coordinating programs relative to the roads, sewers, drainage, water supply, solid waste, and public facilities. (9,13)
- To eliminate inefficiencies and redundancies for all City buildings and properties regarding construction and maintenance projects. (2)
- To develop and implement a citywide geographical information system (GIS). (2)
- To understand the condition of the Cities streets, drainage, water and sewer systems to ensure timely and cost effective management of these vital assets. (2,11)
- To report to City Manager and City Council regarding City infrastructure and departmental activities. (1,12)
- To achieve high levels of service despite budget cuts by cross training and innovative practices. (1,3,8)
- To participate in sound management practices to protect and enhance the Rouge River Watershed. (9,10,12)

PERFORMANCE OBJECTIVES

- Coordinate the construction and maintenance for all City buildings and properties including materials, personnel and equipment.
- Enroll staff in classes, seminars, conventions, etc. which highlight current state-of-the-art technology and information.
- Work with Rouge River Watershed communities and the Michigan Department of Environmental Quality (MDEQ) on the NPDES Storm Water Permit.
- Work with Oakland County to develop base maps for the GIS system and implementation of a Collaborative Asset Management System (CAMS).
- Pursue and promote additional funding for road maintenance and improvement utilizing the pavement management system.
- Pursue and promote additional funding for maintaining existing drainage systems and capital improvement projects for new drainage systems.
- Update the Master Drainage Plan.
- Evaluate the Oakland County Evergreen/Farmington system and complete the master sanitary sewer plan.

Service Level	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
	Service Level	Reports to council	68	72
Meetings attended impacting the delivery of public services		275	275	275
% of City Council meetings attended		75%	75%	75%
Efficiency	% of site plans for sewer fees reviewed within 48 hours	98%	98%	98%
	Activity Expenditures as a % of General Fund	0.98%	0.75%	0.89%

PUBLIC SERVICES



Total Full Time Equivalent [59.77]

ADMINISTRATION STAFFING LEVELS

Acct. 440	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
(010) Administrative and Clerical					
	Director of Public Services	1	1	1	1
	Assistant to Director	1	1	1	1
	Secretary to Director of Public Services	1	1	1	1
	Civil Engineer III	1	1	0	0
	Civil Engineer II	0	0	1	1
	Administration Division Total	4	4	4	4

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$94,825 or 20% decrease from the current budget and adopted budget.
- The decrease results primarily from projected less than budgeted personnel costs and unused contractual and professional services for consultants in FY 13-14.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$84,210 or 22% increase from the FY 13-14 year-end projection and \$10,615 or 2% decrease from the FY 13-14 budget.
- The budget to budget decrease results from approximately \$5,250 less personnel costs, \$700 less supply costs and \$4,650 less professional and contractual services.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
DPS Administration	\$426,381	\$471,788	\$478,576	\$383,751	\$467,961

DPS Administration

DEPARTMENT NUMBER: 440

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES							
010	Administrative & Clerical	300,387	294,921	302,303	254,500	299,952	299,952
038	Part-time	0	0	0	0	0	0
106	Sick & Vacation	30,351	24,360	1,487	3,174	3,223	3,223
112	Overtime	1,145	1,513	2,025	2,000	2,181	2,181
200	Social Security	25,897	24,985	23,900	20,100	23,900	23,900
250	Blue Cross/Optical/Dental	47,842	36,222	49,051	37,200	55,932	55,932
275	Life Insurance	1,348	1,599	1,744	1,677	1,737	1,737
300	Pension - DC	15,223	20,397	29,558	24,000	29,323	29,323
305	Pension - DB	45,272	48,624	0	0	0	0
308	Post Retirement Healthcare	28,052	32,938	0	0	0	0
325	Longevity	13,178	10,220	2,146	2,146	2,615	2,615
350	Worker's Compensation	862	484	940	800	891	891
	Reallocation to Sewer Fund	(137,243)	(85,747)	(85,152)	(27,825)	(96,996)	(96,996)
	Category Total	372,314	410,516	328,002	317,772	322,758	322,758
(740) OPERATING SUPPLIES							
001	Gas & Oil	2,462	2,807	3,325	3,294	3,325	3,325
002	Books & Subscriptions	0	0	100	100	100	100
008	Supplies	1,741	5,048	3,730	3,500	3,000	3,000
	Category Total	4,203	7,855	7,155	6,894	6,425	6,425
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	754	2,383	2,000	2,000	3,710	3,710
002	Memberships & Licenses	31,897	32,166	33,008	32,015	33,617	33,617
004	Consultants	12,290	12,715	103,541	20,000	96,581	96,581
005	Fleet Insurance	800	840	840	840	840	840
006	Vehicle Maintenance	32	113	130	130	130	130
007	Office Equipment Maint	0	1,127	0	0	0	0
013	Education & Training	410	392	300	500	300	300
016	Telephone Expense	81	81	0	0	0	0
041	Auto Allowance	3,600	3,600	3,600	3,600	3,600	3,600
	Category Total	49,864	53,417	143,419	59,085	138,778	138,778
DEPARTMENT TOTAL		426,381	471,788	478,576	383,751	467,961	467,961

ROAD MAINTENANCE

The road maintenance and supervision budget provides funding for the staff assigned to right-of-way maintenance activities in support of the Department's Vision and Mission Statements. The City's street network currently includes approximately 58 miles of major streets and 246 miles of local streets. Farmington Hills has the eighth largest municipal street network in the State of Michigan and the largest municipal network in Oakland County. Routine maintenance of the City's street system includes pavement patching, road grading, litter control, forestry maintenance, storm drain maintenance and improvements, sign maintenance and snow/ice control. Additionally, City crews provide mowing and litter control services to 40 miles of State and County roads.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Improve road safety. (1,3,13)
- Reduce complaints. (8,11,13)
- Improve efficiency of the snow and ice control operations. (3,10,13)
- Improve the efficiency of road maintenance services. (2,12)
- Maintain a safe work environment. (8)
- Contribute to the City's beautification. (12,13)
- Utilize the Pavement Management System to improve the efficiency and planning of road maintenance operations. (12,13)
- Implement and utilize modern Asset Management software. (2,8)
- Obtain APWA certification. (1)
- Improve the contract preparation, scheduling, and oversight of contracted road and right-of-way maintenance services. (1,3)

PERFORMANCE OBJECTIVES

- Dedicate training time to staff development and safety programs.
- Utilize best (maintenance) management practices.
- Improve response to service requests

PERFORMANCE OBJECTIVES

Service Level	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
	Service Level	Maintenance contracts completed	34	32
Utility structure inspections		22	25	25
Community work programs work days supervised		20	22	26
Efficiency	Square yards of 8" concrete placed	4,860	4,950	4,900
	Tons of asphalt placed	2,100	2,450	2,400
	Lineal feet of re-ditching	7,500	7,800	7,800
	Miles per road maintenance personnel	17.9	16.1	16.1
	Activity Expenditures as a % of General Fund	0.61%	0.71%	0.70%

ROAD MAINTENANCE STAFFING LEVELS

Acct.	Title	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
(010) Administrative and Clerical					
	Supervisors	2	2	3	3
	Equipment Operator III	4	4	4	4
	Equipment Operator II	11	11	9	9
	Equipment Operator I	0	0	2	2
	Laborer I	2	2	2	2
	Total	19	19	20	20
(038)	Seasonal Aides (FTE)	3.46	3.46	3.46	3.46
	Department Total	22.46	22.46	23.46	23.46

Road Maintenance

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$31,753 or 7.8% decrease from the current budget.
- The decrease results primarily from projected less than budgeted contractual projects, partially offset by projected more truck costs than budgeted.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$9,592 or 2.5% decrease from the FY 13-14 year-end projection and \$41,345 or 10% decrease from the FY 13-14 budget.
- The budget to budget decrease results primarily from less capital outlay costs for equipment and trucks.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
*Road Maintenance	\$250,294	\$314,401	\$408,717	\$376,964	\$367,372

* Net of Reimbursement from the Road Funds.

Road Maintenance

DEPARTMENT NUMBER: 442

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES							
010	Administrative & Clerical	890,049	912,413	968,420	966,100	1,021,130	1,021,130
015	Seasonal Aides	52,936	61,481	72,576	72,576	72,576	72,576
106	Sick & Vacation	4,836	5,631	3,583	3,283	4,547	4,547
112	Overtime	65,680	86,709	87,881	161,892	102,510	102,510
200	Social Security	79,372	83,531	90,208	95,750	97,071	97,071
250	Blue Cross/Optical/Dental	207,252	175,733	229,856	205,350	251,938	251,938
275	Life Insurance	1,306	1,619	1,752	1,752	1,844	1,844
300	Pension - DC	12,998	17,480	23,108	23,260	29,309	29,309
305	Pension - DB	179,632	191,144	0	0	0	0
308	Post Retirement Healthcare	111,308	129,483	0	0	0	0
325	Longevity	37,630	43,826	46,738	45,781	47,938	47,938
350	Worker's Compensation	24,207	17,165	38,379	40,627	41,632	41,632
	Category Total	<u>1,667,206</u>	<u>1,726,215</u>	<u>1,562,501</u>	<u>1,616,371</u>	<u>1,670,495</u>	<u>1,670,495</u>
(740) OPERATING SUPPLIES							
001	Gas & Oil	100,274	121,988	111,821	111,821	111,821	111,821
002	Books & Subscriptions	0	0	150	150	150	150
008	Supplies	1,460	369	2,000	1,500	1,500	1,500
019	Uniforms	8,571	10,790	10,600	11,100	11,100	11,100
030	Tools & Misc. Small Equip.	4,167	8,353	9,000	9,000	9,000	9,000
034	Safety Equipment	4,198	9,009	8,900	9,200	9,200	9,200
	Category Total	<u>118,670</u>	<u>150,509</u>	<u>142,471</u>	<u>142,771</u>	<u>142,771</u>	<u>142,771</u>
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	1,889	1,952	3,275	3,275	4,995	4,995
002	Memberships & Licenses	681	1,012	1,276	1,234	1,234	1,234
005	Fleet Insurance	25,750	17,755	17,490	17,490	19,602	19,602
006	Vehicle Maintenance	69,050	86,517	90,000	90,000	90,000	90,000
008	Equipment Maintenance	1,012	2,134	2,500	2,500	2,500	2,500
013	Education & Training	1,854	2,758	4,670	4,670	4,670	4,670
029	Cemetery Maintenance	299	58	1,000	1,000	1,000	1,000
030	Emergency Meal Allowance	0	732	900	1,200	1,000	1,000
071	Contractual Projects	0	2,770	20,000	5,000	20,000	20,000
	Category Total	<u>100,535</u>	<u>115,688</u>	<u>141,111</u>	<u>126,369</u>	<u>145,001</u>	<u>145,001</u>

Road Maintenance

DEPARTMENT NUMBER: 442

Acct. No. Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Requested	2014/15 Proposed
(970) CAPITAL OUTLAY						
002 Office Equipment	0	6,975	4,316	4,316	0	0
020 Equipment	6,395	10,749	64,360	64,760	45,000	45,000
058 Trucks	24,694	30,480	36,248	38,748	34,600	34,600
Category Total	31,089	48,204	104,924	107,824	79,600	79,600
GROSS DEPARTMENT TOTAL	1,917,500	2,040,616	1,951,007	1,993,335	2,037,867	2,037,867
Less: Road Funds Reimbursemen	(1,667,206)	(1,726,215)	(1,542,290)	(1,616,371)	(1,670,495)	(1,670,495)
NET DEPARTMENT TOTAL	250,294	314,401	408,717	376,964	367,372	367,372

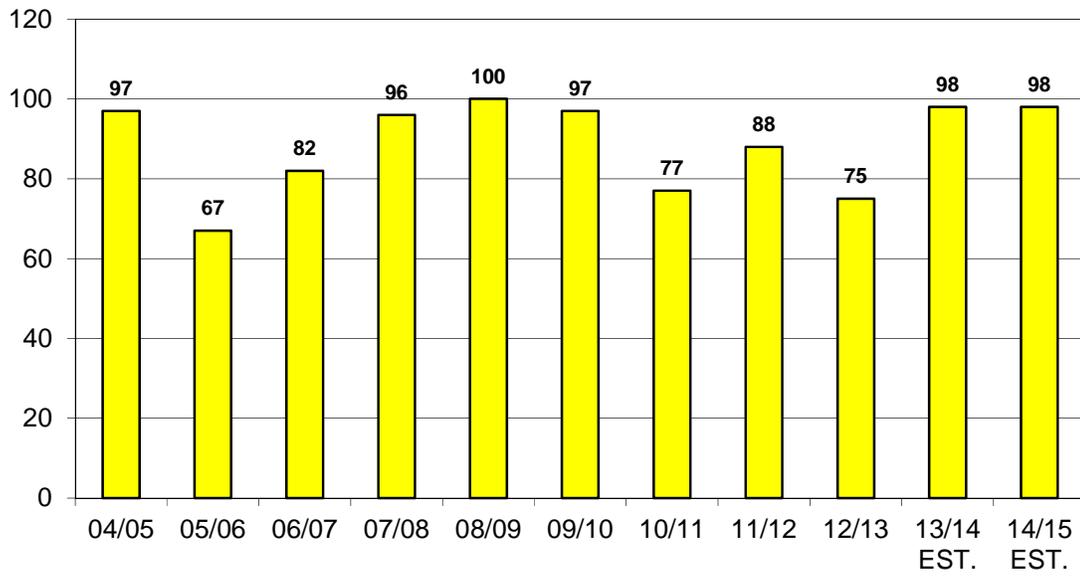
In addition to the Road Fund's Reimbursement for Personnel Costs netted above, General Fund Revenue reflects Fees from the Road Fund's for Equipment Rental.

Capital Outlay Schedule FY 2014/15

Acct. No.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
					Quantity	Amount
020	EQUIPMENT					
	1	GPS Vehicle Tracking Annual system	6,000	6,000	1	6,000
	2	Replacement of Riding Mowers	14,000	28,000	2	28,000
	1	Mid-size Trash Pump (De-Watering)	5,000	5,000	1	5,000
	1	Garage Shelving	6,000	6,000	1	6,000
		Equipment Subtotal		45,000		45,000
058	TRUCKS					
	1	Pick-Up Truck	30,000	30,000	1	30,000
	1	Plow	4,600	4,600	1	4,600
		Truck Subtotal		34,600		34,600
		TOTAL		79,600		79,600

KEY DEPARTMENTAL TRENDS

Emergency Call-Ins (Roads)



BUILDING MAINTENANCE

The operation and maintenance expenses for City Hall and the Police Facility are charged to this account. Principal expenses are for salaries and supplies to keep the buildings in good repair. The building maintenance staff is responsible for monthly inspections of all heating, ventilation and air conditioning (HVAC) equipment for 14 City-owned buildings.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Create an organized environment for all departments for record storage and retrieval. (2,8)
 - Continue to utilize the Community Service Work Program for various maintenance projects. (2)
 - To operate efficiently, reduce unnecessary spending and effectively maintain the City's facilities. (2,8)
- Meet all safety standards prescribed by the State and Federal regulations. (8,9)
 - Provide preventative maintenance programs on all mechanical, electrical, and plumbing equipment for all City buildings. (2,8)
 - Ensure that residents and employees have clean and safe facilities to carry on their day-to-day business. (3,8,13)
 - Become experts in Green Technology. (2)

PERFORMANCE OBJECTIVES

- To maintain within the budgetary framework, 14 City facilities in a safe, clean and economical manner.
- To test and maintain backflow prevention devices for all City facilities.
- To conduct monthly preventative maintenance inspections on a timely basis and oversee quarterly inspections performed by contractors.
- To coordinate the storage or disposal of any unused furniture or equipment for City auctions.

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	Community Work Program work days supervised	36	42	42
	Requests for maintenance service	1,276	1,267	1,280
	Number of monthly inspections (HVAC)	168	168	168
	Number of buildings maintained	14	14	14
Efficiency	Percentage of service requests met within 10 days	90%	90%	90%
	Percentage of emergency call-ins responded to within 30 minutes.	95%	95%	95%
	Activity Expenditures as a % of General Fund	0.80%	0.80%	0.89%

BUILDING MAINTENANCE STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
(010)	Salaries				
	Building Maintenance Supervisor	1	1	1	1
	Building Maintenance Technician	1	1	1	1
	Building Maintenance Worker	2	2	2	2
	Building Maintenance Division Tot	4	4	4	4

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$2,106 or 0.5% decrease from the current budget.
- The decrease results primarily from projected less supplies and health insurance than budgeted, partially offset by projected more building maintenance than budgeted.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$59,232 or 14% increase from the FY 13-14 year-end projection and \$57,126 or 13.8% increase over FY 13-14 adopted budget.
- The budget to budget increase results primarily from new equipment and building improvements, additional professional memberships, additional building maintenance, additional sick and vacation payout, and additional health insurance costs.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Building Maintenance	\$453,115	\$494,554	\$413,110	\$411,004	\$470,236

Building Maintenance

DEPARTMENT NUMBER: 444

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES							
010	Salaries	168,266	179,444	183,494	183,495	183,495	183,495
106	Sick & Vacation	2,597	2,539	1,152	5,170	5,020	5,020
112	Overtime	8,015	6,396	13,901	12,974	13,901	13,901
200	Social Security	14,682	16,068	15,851	17,200	17,579	17,579
250	Blue Cross/Optical/Dental	57,913	48,615	57,903	52,112	59,722	59,722
275	Life Insurance	307	365	369	369	369	369
300	Pension - DC	4,999	4,999	5,018	5,018	5,032	5,032
305	Pension - DB	33,779	35,815	0	0	0	0
308	Post Retirement Healthcare	20,930	24,262	0	0	0	0
325	Longevity	6,560	8,059	8,650	8,650	8,789	8,789
350	Worker's Compensation	2,624	1,904	3,858	4,075	4,224	4,224
	Category Total	<u>320,672</u>	<u>328,466</u>	<u>290,196</u>	<u>289,063</u>	<u>298,131</u>	<u>298,131</u>
(740) OPERATING SUPPLIES							
001	Gas & Oil	828	740	963	951	963	963
008	Supplies	10,128	8,156	10,413	8,000	10,000	10,000
019	Uniforms	832	1,013	1,258	1,000	982	982
	Category Total	<u>11,788</u>	<u>9,909</u>	<u>12,634</u>	<u>9,951</u>	<u>11,945</u>	<u>11,945</u>
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	0	0	0	300	1,370	1,370
002	Memberships & Licenses	0	17	300	300	2,020	2,020
005	Fleet Insurance	800	366	510	510	520	520
006	Vehicle Maintenance	424	187	850	850	850	850
013	Education & Training	900	840	2,000	1,500	1,000	1,000
025	Utilities	54,398	86,334	56,030	56,030	55,500	55,500
026	Physical Exams	5,330	0	0	0	0	0
029	Building Maintenance	58,803	68,435	50,590	52,500	57,000	57,000
046	Custodial Contract	0	0	0	0	0	0
	Category Total	<u>120,655</u>	<u>156,179</u>	<u>110,280</u>	<u>111,990</u>	<u>118,260</u>	<u>118,260</u>
(970) CAPITAL OUTLAY							
015	Vehicles	0	0	0	0	28,500	28,500
036	Building Improvements	0	0	0	0	13,400	13,400
	Category Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>41,900</u>	<u>41,900</u>
DEPARTMENT TOTAL		<u>453,115</u>	<u>494,554</u>	<u>413,110</u>	<u>411,004</u>	<u>470,236</u>	<u>470,236</u>

Building Maintenance

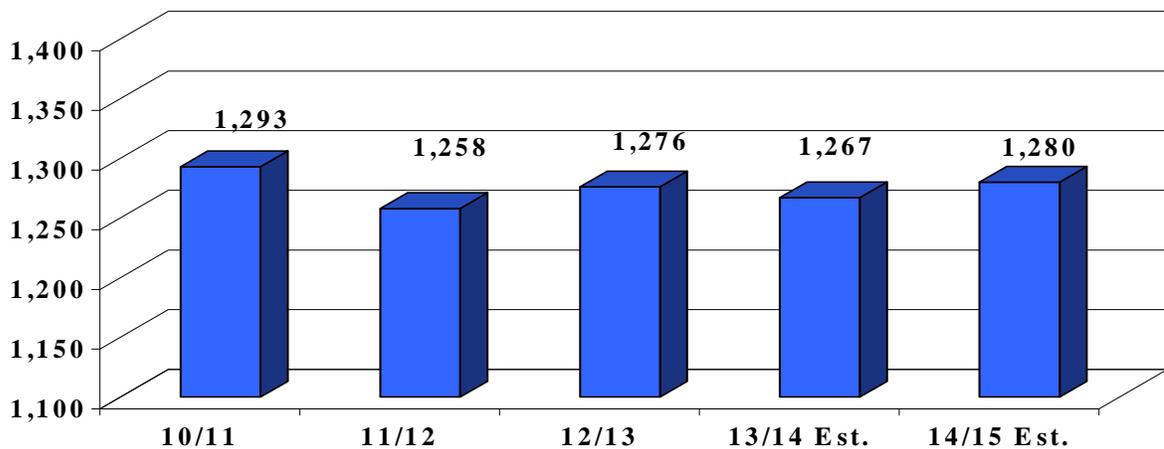
Capital Outlay

Department Number: 444

Acct.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget Quantity	Manager's Budget Amount
015		Vehicles				
	1	3/4 Ton Van	28,500	28,500	1	28,500
		Total Vehicles		28,500		28,500
036		Building Improvements				
	1	ADA Sidewalk	7,300	7,300	1	7,300
	1	Sidewalk extension	3,600	3,600	1	3,600
	1	Sidewalk placement at Community Development door	2,500	2,500	1	2,500
		Total Building Improvements		13,400		13,400
		CAPITAL OUTLAY TOTAL		41,900		41,900

KEY DEPARTMENTAL TRENDS

Service Requests for Maintenance



ENGINEERING DIVISION

Activities of the Engineering Division include municipal project design and administration, as well as, plan review and inspection of new developments. In addition, the Division addresses traffic concerns and considerable requests for information by engineers, builders and residents. The Division strives to improve the safety and mobility of the transportation system of the City.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Maintain accurate records. Make available to public. (1, 10, 12, 13)
 - Improve condition of city water system by replacing old water main. (13)
 - Pursue grant funds for aging infrastructure. (5)
 - Incorporate GIS technology into delivery of engineering services. (2, 8)
- Improve CIS technology into delivery of engineering services. (2, 8)
 - Address storm water quality concerns and pursue innovative “green” practices. (10, 13)
 - Maintain quality engineering services including design review and analysis. (1, 2)

PERFORMANCE OBJECTIVES

- Reduce initial review time for sites and subdivisions.
- Complete requested and budgeted capital improvement projects.
- Reduce vehicle crash rate citywide.
- Assist neighborhoods with Traffic SAFE-TE³ Program implementations (Safety Awareness for Everyone through Education, Enforcement and Engineering).

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	Contracts Let (number)	10	11	10
	Contracts Let (amount)	\$4,266,064	\$6,214,253	\$7,634,150
	Site Plans Reviewed	11	9	10
	Subdivision/Locations Participating in SAFE-TE ³	2	2	2
	Citizen Service Requests	125	161	143
Efficiency	Percent first reviews within four weeks	82%	100%	100%
	Activity Expenditures as a % of General Fund	2.5%	2.28%	2.21%

ENGINEERING STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
(010) Salaries and Wages					
	Engineering Manager	1	1	1	1
	Senior Engineer	1	1	0	0
	Chief Engineering Inspector	1	1	1	1
	Design Technician	1	1	1	1
	Traffic Engineer	1	1	1	1
	Civil Engineer III	0	1	1	1
	Civil Engineer II	1	0	1	1
	Civil Engineer I	1	1	1	1
	Engineering Aide IV	1	1	1	1
	Engineering Aide III	1	2	1	1
	Engineering Aide II	2	1	2	2
	Department Technician	1	0	0	0
	Clerk Typist II	1	1	1	1
	Clerk Typist I	0	1	0	0
	Engineering Office Aide	0	0	1	1
	Total	13	13	13	13
(038) Part time (FTE)					
	Part time wages	1.28	2.31	2.31	2.31
	Total	1.28	2.31	2.31	2.31
	Engineering Division Total	14.28	15.31	15.31	15.31

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$66,634 or 5.4% decrease from the current budget and adopted budget.
- The decrease results primarily from an open Civil Engineer position not yet filled, and projected less than budgeted supplies, professional & contractual services and office equipment.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$14,965 or 1.3% decrease from the FY 13-14 year-end projection and \$81,599 or 6.6% decrease from the FY 13-14 budget.
- The budget to budget decrease results primarily from less personnel and office equipment costs.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Engineering	\$1,305,651	\$1,226,997	\$1,242,296	\$1,175,662	\$1,160,697

Engineering Division

DEPARTMENT NUMBER: 449

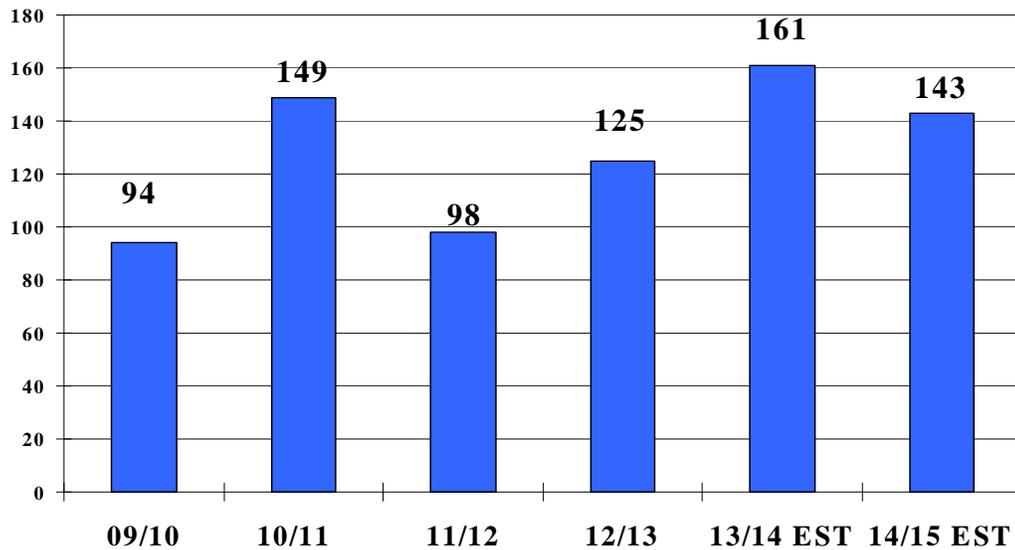
Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES							
010	Salaries & Wages	707,495	682,414	811,166	723,500	776,603	776,603
038	Part-time	31,043	58,412	85,048	53,667	84,650	84,650
106	Sick & Vacation	61,958	38,792	30,244	28,722	35,709	35,709
112	Overtime	67,453	96,913	133,600	122,499	120,600	120,600
200	Social Security	68,083	68,865	83,712	73,000	80,473	80,473
250	Blue Cross/Optical/Dental	139,871	114,893	155,569	135,000	145,373	145,373
275	Life Insurance	2,648	2,808	3,369	2,900	3,240	3,240
300	Pension - DC	10,549	17,255	34,919	25,500	31,357	31,357
305	Pension - DB	188,259	147,531	0	0	0	0
308	Post Retirement Healthcare	116,652	99,939	0	0	0	0
325	Longevity	45,954	38,277	34,204	35,785	34,341	34,341
350	Worker's Compensation	3,829	2,562	6,010	5,410	5,456	5,456
	Reallocation to Water Fund	(144,595)	(208,969)	(209,589)	(85,964)	(217,974)	(217,974)
	Reallocation to Sewer Fund	(40,574)	(15,815)	(23,947)	(33,444)	(32,822)	(32,822)
	Category Total	1,258,625	1,143,877	1,144,305	1,086,575	1,067,006	1,067,006
(740) OPERATING SUPPLIES							
001	Gas & Oil	16,620	21,501	24,150	24,097	24,150	24,150
002	Books & Subscriptions	0	0	440	364	680	680
008	Supplies	10,218	9,588	9,000	7,798	9,023	9,023
	Category Total	26,838	31,089	33,590	32,259	33,853	33,853
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	303	4,353	6,380	4,378	6,340	6,340
002	Memberships & Licenses	983	846	1,711	1,402	1,578	1,578
004	Consultants	601	0	1,000	0	1,000	1,000
005	Fleet Insurance	5,600	2,200	2,160	2,160	2,326	2,326
006	Vehicle Maintenance	3,632	3,902	4,000	7,000	4,000	4,000
007	Office Equip. Maintenance	2,325	1,600	4,800	2,250	4,800	4,800
009	Consulting & Review Fee	4,144	9,599	1,000	0	1,000	1,000
013	Education & Training	201	1,465	3,306	3,494	3,050	3,050
024	Printing Services	43	32	0	400	0	0
041	Vehicle Allowance	900	0	0	0	0	0
	Category Total	18,732	23,997	24,357	21,084	24,094	24,094
(970) CAPITAL OUTLAY							
002	Office Equipment	1,456	1,802	4,296	1,244	1,244	1,244
015	Inspection Vehicles	0	26,232	35,748	34,500	34,500	34,500
	Category Total	1,456	28,034	40,044	35,744	35,744	35,744
DEPARTMENT TOTAL		1,305,651	1,226,997	1,242,296	1,175,662	1,160,697	1,160,697

CAPITAL OUTLAY

Acct. 970	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
					Quantity	Amount
002		Office Equipment		1,244		1,244
		Total Office Equipments		1,244		1,244
015	1	Truck	30,000	30,000	1	30,000
	1	Snow Plow	4,500	4,500	1	4,500
		Total Vehicle Costs		34,500		34,500
		CAPITAL OUTLAY TOTAL		35,744		35,744

KEY DEPARTMENTAL TRENDS

Citizens Service Requests



DPW MAINTENANCE FACILITY

The DPW maintenance facility budget provides funding for the administrative office and fleet maintenance operations. The office staff processes all service requests and inquiries from residents for street, drainage, roadside maintenance, as well as refuse/recycling services. The office staff also serves as the communications link between residents and the DPW field staff, via cell phones and two-way radio, ensuring a quick response to citizen service requests. All of this activity is in support of the Department's Vision and Mission Statements.

The DPW's garage is responsible for maintaining the City's fleet of approximately 400 vehicles and pieces of equipment, which includes passenger vehicles, patrol vehicles, pick-up trucks, light trucks, utility vehicles, heavy trucks, private vehicles, vans/buses, multi-purpose vehicles, heavy road equipment, and small equipment. New emission control requirements, fuel economy standards, computerized engine controls, safety enhancements, and an aging fleet all contribute significantly to the fleet maintenance workload.

The cornerstone of the DPW garage is the preventative maintenance (PM) program. The objective of preventative maintenance is to extend the service life of equipment, minimize downtime and avoid equipment failures through scheduled inspection and service.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Improve fleet safety, reliability, and equipment longevity. (2,8)
- Promote alternative fuels within the fleet. (2)
- Improve City-wide fueling system and fueling records. (2)
- Promote more shared use of City fleet by departments to assure maximum benefit from the existing vehicles. (2)
- Provide adequate maintenance and upgrades to the DPW facility to ensure maximum benefit and longevity. (1,2)
- Ensure a safe work environment. (8)

PERFORMANCE OBJECTIVES

- Reduce vehicle down-time.
- Improve vehicle lifecycle costs.
- More balanced use of the fleet.
- Improve equipment versatility.

DPW Maintenance Facility

	Performance Indicators	FY 2012/13	FY 2013/14	FY 2014/15
		Actual	Projected	Estimated
Service Level	Parts Received	205,848	197,000	220,000
	Parts Issued	192,664	183,000	205,000
	Fuel Gallons	227,988	222,439	223,375
	Number of Vehicles and Equipment	400	405	412
	Average Age of Vehicles and Equipment	4.7	5	5.13
	New Vehicles and Equipment Purchased	21	20	23
	Efficiency	Activity Expenditures as a % of General Fund	2.69%	2.27%

DPW MAINTENANCE FACILITY STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
(015)	Supervision/Secretary/Mechanics				
	DPW Superintendent	1	1	1	1
	Secretary	1	1	1	1
	DPW Contract Technician	1	1	1	1
	Fleet & Facility Maintenance Supervisor	1	1	1	1
	Mechanic III	2	2	2	2
	Mechanic II	1	1	3	3
	Mechanic I	1	1	0	0
	Inventory & Repair Coordinator	1	1	1	1
	Building Maint Tech.	1	1	1	1
	Total Full-time	10	10	11	11
(038)	Part-time	1.0	1.0	1.0	1.0
	DPW Maintenance Facility Total	11.00	11.00	12.00	12.00

DPW Maintenance Facility

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$ 25,476 or 2.1% decrease from the current budget.
- The decrease results primarily from projected less than budgeted sick and vacation payout, health insurance, pension costs, and fuel and oil costs, partially offset by projected more than budgeted utility and vehicle costs.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$166,032 or 14.2 % increase from the FY 13-14 year-end projection and \$140,556 or 11.75% increase from the FY 13-14 budget.
- The budget to budget increase results primarily from more vehicle, personnel, utility, and building maintenance costs, partially offset by less fuel and oil costs.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
DPW Maintenance Facility	\$1,207,336	\$1,294,949	\$1,196,413	\$1,170,937	\$1,336,969

DPW Maintenance Facility

DEPARTMENT NUMBER: 450

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES							
015	Supervision/Sec./Mech.	548,499	548,763	559,468	559,465	613,209	613,209
038	Part-time	2,542	29,414	43,970	43,970	43,970	43,970
106	Sick & Vacation	13,018	11,908	18,894	3,391	17,010	17,010
112	Overtime	35,956	42,558	42,288	49,158	49,330	49,330
200	Social Security	48,009	49,977	53,268	52,604	58,026	58,026
250	Blue Cross/Optical/Dental	127,578	98,422	133,232	124,500	154,330	154,330
275	Life Insurance	947	1,171	1,236	1,230	1,328	1,328
300	Pension - DC	921	8,303	16,525	11,622	18,336	18,336
305	Pension - DB	131,717	125,840	0	0	0	0
308	Post Retirement Healthcare	81,617	85,245	0	0	0	0
325	Longevity	37,074	33,003	31,692	34,991	34,992	34,992
350	Worker's Compensation	5,649	4,065	9,115	9,479	9,942	9,942
	Category Total	1,033,527	1,038,669	909,688	890,410	1,000,473	1,000,473
(740) OPERATING SUPPLIES							
001	Fuel & Oil Inventory	678,799	700,910	797,700	782,394	782,396	782,396
002	Books & Subscriptions	1,595	1,595	2,000	2,000	2,400	2,400
008	Supplies	5,245	8,550	7,500	7,800	7,800	7,800
009	Gas & Oil	6,981	7,394	8,400	8,405	8,400	8,400
012	Mechanics Tool Allowance	3,318	3,129	3,125	3,125	3,125	3,125
076	Auto/Truck Parts	124,663	176,342	217,900	217,900	217,900	217,900
085	Misc. Auto/Truck Supplies	7,829	16,280	12,000	12,000	16,000	16,000
	Category Total	828,430	914,200	1,048,625	1,033,624	1,038,021	1,038,021
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	1,193	1,849	5,050	5,050	6,025	6,025
002	Memberships & Licenses	667	1,366	1,087	1,062	1,120	1,120
005	Fleet Insurance	1,950	1,036	1,170	1,237	1,237	1,237
006	Vehicle Maintenance	2,748	2,056	1,200	3,500	1,500	1,500
007	Office Equip. Maintenance	3,595	5,023	6,300	6,300	6,300	6,300
008	Garage Equip. Maintenance	3,210	920	5,000	5,000	5,000	5,000
013	Education & Training	593	260	1,120	1,320	1,320	1,320
025	Utilities Expense	63,128	64,581	65,700	70,150	70,150	70,150
027	Radio Maintenance	0	0	2,000	2,000	2,000	2,000
029	Building Maintenance	30,566	22,141	29,000	29,000	32,000	32,000
046	Custodial Contract	9,505	8,187	15,000	9,000	15,000	15,000
056	Refuse Removal	4,915	6,184	9,000	9,000	9,000	9,000
104	Subcontract Repairs	47,216	37,483	33,850	36,000	36,000	36,000
	Category Total	169,286	151,086	175,477	178,619	186,652	186,652

DPW Maintenance Facility

DEPARTMENT NUMBER: 450

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(970) CAPITAL OUTLAY							
001	Office Furniture	0	4,163	0	0	0	0
002	Office Equipment	0	2,720	0	0	0	0
007	Garage Equipment	1,600	9,251	11,950	11,950	9,050	9,050
015	Vehicles	24,694	62,556	51,000	60,000	100,600	100,600
036	Building Improvements	0	38,744	17,500	17,500	20,000	20,000
	Category Total	<u>26,294</u>	<u>117,434</u>	<u>80,450</u>	<u>89,450</u>	<u>129,650</u>	<u>129,650</u>
	Total Expenditures	2,057,537	2,221,389	2,214,240	2,192,103	2,354,796	2,354,796
	Less Interdepartment Billings	<u>(850,201)</u>	<u>(926,440)</u>	<u>(1,017,827)</u>	<u>(1,021,166)</u>	<u>(1,017,827)</u>	<u>(1,017,827)</u>
	DEPARTMENT TOTAL	<u>1,207,336</u>	<u>1,294,949</u>	<u>1,196,413</u>	<u>1,170,937</u>	<u>1,336,969</u>	<u>1,336,969</u>

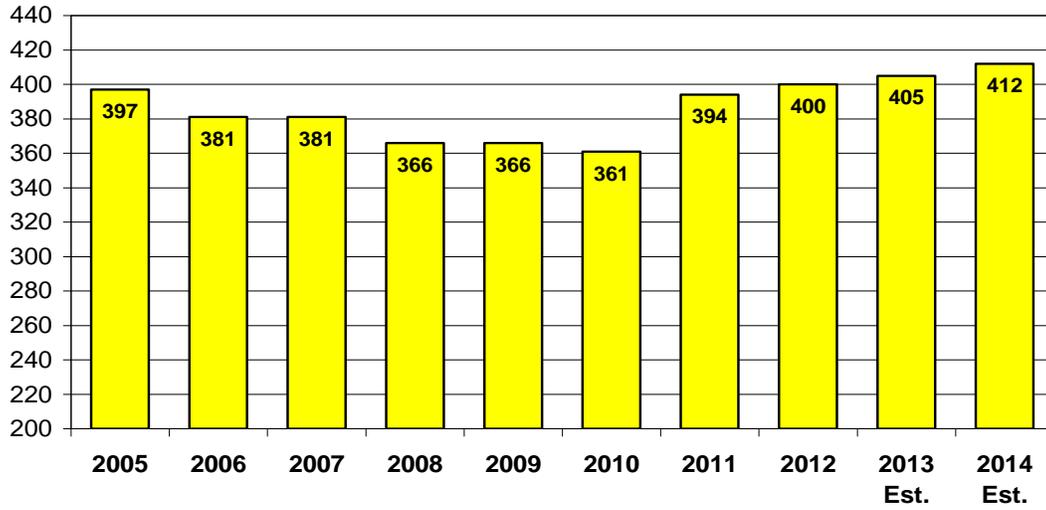
This Division's operations are partially supported by Reimbursements for Fuel & Maintenance costs from other local governments.

CAPITAL OUTLAY

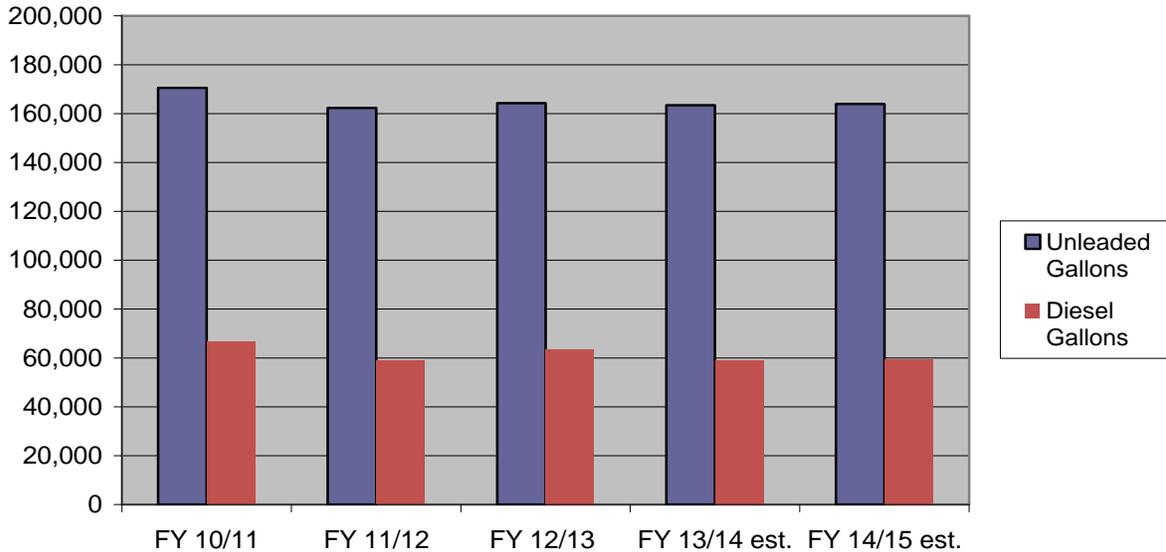
Acct. 970	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
					Quantity	Amount
007		GARAGE EQUIPMENT				
	2	OTC Scan Tool Update	2,000	4,000	2	4,000
	1	Tech II Scan Tool Update	1,050	1,050	1	1,050
	1	OE-Programmable PCM Interface	4,000	4,000	1	4,000
		Total Garage Equipment		<u>9,050</u>		<u>9,050</u>
015		VEHICLES				
	1	Truck	30,000	30,000	1	30,000
	1	Plow	4,600	4,600	1	4,600
	3	Automobiles	22,000	66,000	3	66,000
		Total Vehicles		<u>100,600</u>		<u>100,600</u>
036		BUILDING IMPROVEMENTS				
	1	Vehicle Wash-Bay Equip. Replacement	20,000	20,000	1	20,000
		Total Building Improvements		<u>20,000</u>		<u>20,000</u>
		CAPITAL OUTLAY TOTAL		<u>129,650</u>		<u>129,650</u>

KEY DEPARTMENTAL TRENDS

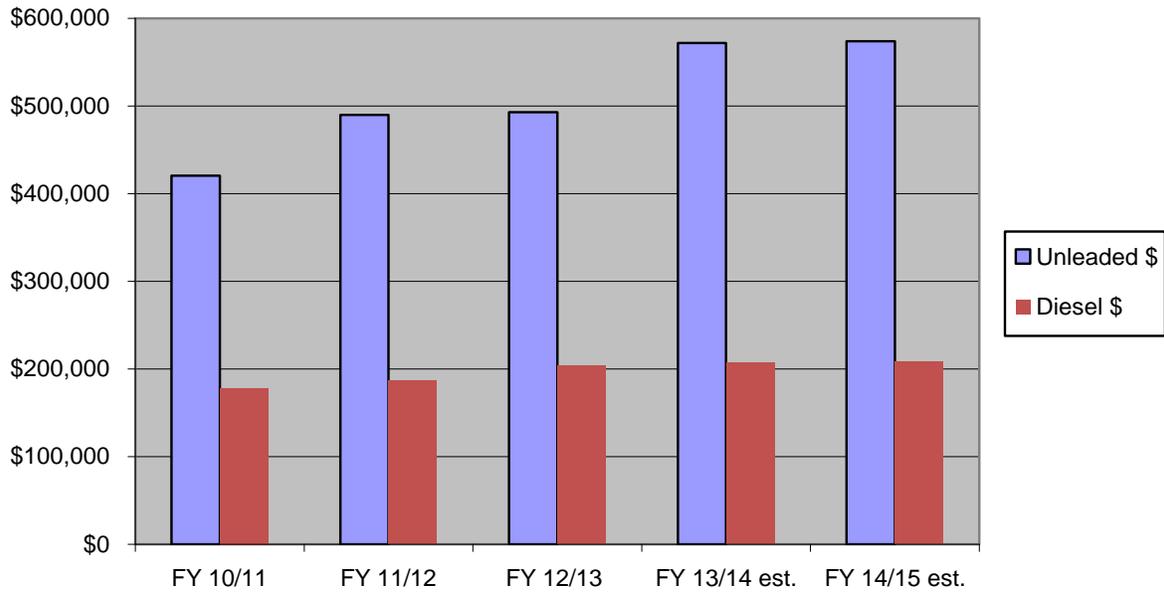
Number of Vehicles and Equipment Maintained



UNLEADED AND DIESEL FUEL USAGE (gallons)



UNLEADED AND DIESEL FUEL USAGE (cost)



WASTE COLLECTION/RECYCLING

In 2012, the City extended the contract for refuse, recycling and yard waste collection with Waste Management, Inc. to 2022, which broadens the range of recyclable materials and improves collection methods. This agreement was made possible through the efforts of the Resource Recovery and Recycling Authority of Southwest Oakland County (RRRASOC). The City is one of seven member communities that participated in a private/public partnership and operates a Materials Recovery Facility (MRF) on Eight Mile Road in Southfield.

The DPW is responsible for monitoring day-to-day refuse/recycling services, dispatching complaints to the contractor's supervisory staff, and responding to questions and special requests from residents. Beginning in 1999, the Hazardous Materials Collection program was expanded to allow Farmington Hills residents to participate in other RRRASOC member Hazardous Materials Collection events, with five events scheduled for 2014. This program enables residents to properly dispose of oil-based paint, pesticides, chemicals, solvents, used computer equipment, and other hazardous materials.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Provide the most cost-effective waste collection, recycling, and yard waste collection program. (1,2,10,12,13)
 - Increase recycling and yard waste diversion rate. (1,2,10,12,13)
- Improve the attendance and quality of materials collected at the Household Hazardous Waste Day events. (1,2)

PERFORMANCE OBJECTIVES

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	Pounds of waste per household	2,212	2,238	2,300
	Dwelling units served	23,178	23,240	23,280
Efficiency	Diversion rate	44%	46%	50%
	Waste Landfilled	56%	54%	50%
	Farmington Hills attendance at all 5 Household Hazardous Waste events	2,187	2,225	2,275
	Activity Expenditures as a % of General Fund	6.95%	6.95%	6.97%

Waste Collection/Recycling

WASTE COLLECTION/RECYCLING STAFFING LEVELS

Acct.	702 Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
(010) Full time					
	Clerk Typist I	0	1	1	1
	Total	0	1	1	1
(038) Part time (FTE)					
	Teleprocessing Operator	0.5	0	0	0
	Clerk Typist I	0.5	0	0	0
	Total	1	0	0	0
Department Total		1	0	1	1

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$ 7,768 or 0.2% decrease from the current and adopted budget.
- The decrease results primarily from projected less than budgeted personnel costs, partially offset by projected more than budgeted collection contract and household hazardous waste costs.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$86,585 or 2.4% increase from the FY 13-14 year-end projection and \$78,817 or 2.2% increase from the FY 13-14 budget.
- The budget to budget increase results primarily from more collection contract and costs for the disposal of household hazardous wastes, as well as more costs for wages.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Waste Collection	\$3,536,075	\$3,512,855	\$3,586,575	\$3,578,807	\$3,665,392

Waste Collection/Recycling

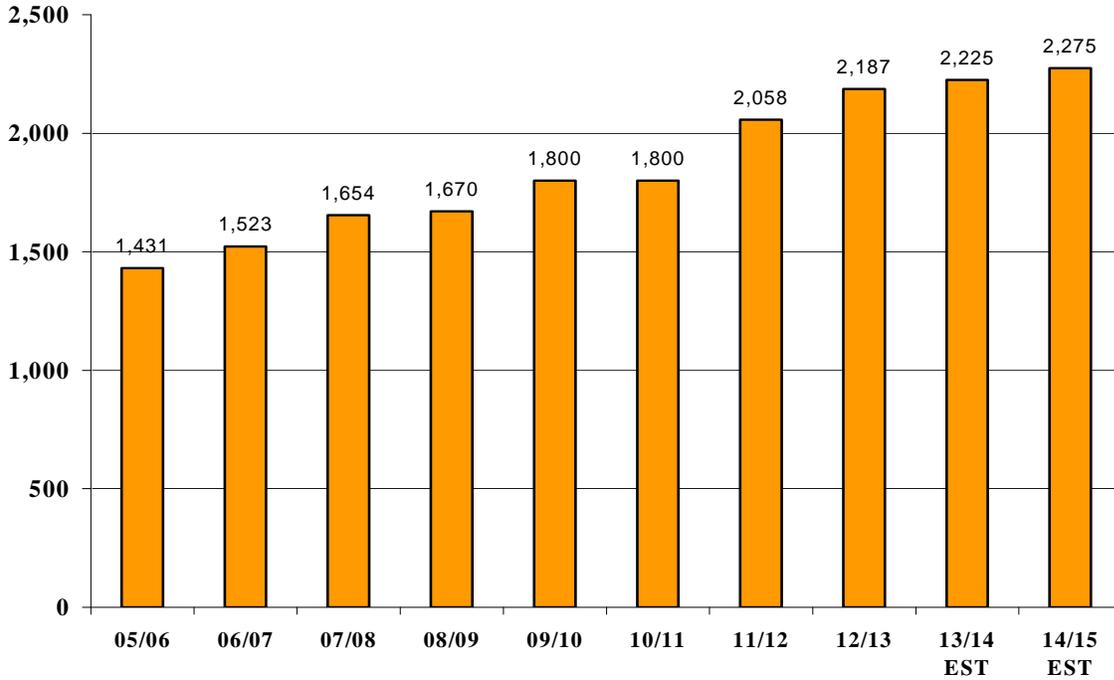
DEPARTMENT NUMBER: 523

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) SALARIES & WAGES							
010	Salaries & Wages	6,148	22,372	29,603	22,202	31,223	31,223
038	Part-time	28,288	6,353	0	0	0	0
106	Sick And Vacation	0	0	0	790	0	0
112	Overtime	0	189	0	42	0	0
200	Social Security	2,616	2,187	2,265	1,750	2,381	2,381
250	Blue Cross/Optical/Dental	4,046	14,511	17,632	9,450	17,501	17,501
275	Life Insurance	13	84	92	69	114	114
300	Pension - DC	990	3,631	4,460	3,345	4,622	4,622
350	Workers Compensation	59	46	66	50	66	66
	Category Total	<u>42,160</u>	<u>49,373</u>	<u>54,118</u>	<u>37,698</u>	<u>55,907</u>	<u>55,907</u>
(740) OPERATING SUPPLIES							
008	Miscellaneous	2,594	1,321	1,200	1,200	1,200	1,200
	Category Total	<u>2,594</u>	<u>1,321</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>
(801) PROFESSIONAL & CONTRACTUAL							
056	Collection Contract	3,319,803	3,292,084	3,358,372	3,360,024	3,426,400	3,426,400
058	Recycling Center	17,195	10,182	17,210	17,210	17,210	17,210
059	Contribution to RRRASOC	102,639	99,675	99,675	99,675	99,675	99,675
060	Disposal of Household Hazardous Materials	51,684	60,220	56,000	63,000	65,000	65,000
	Category Total	<u>3,491,321</u>	<u>3,462,161</u>	<u>3,531,257</u>	<u>3,539,909</u>	<u>3,608,285</u>	<u>3,608,285</u>
Total Refuse Removal Expenditures		<u>3,536,075</u>	<u>3,512,855</u>	<u>3,586,575</u>	<u>3,578,807</u>	<u>3,665,392</u>	<u>3,665,392</u>

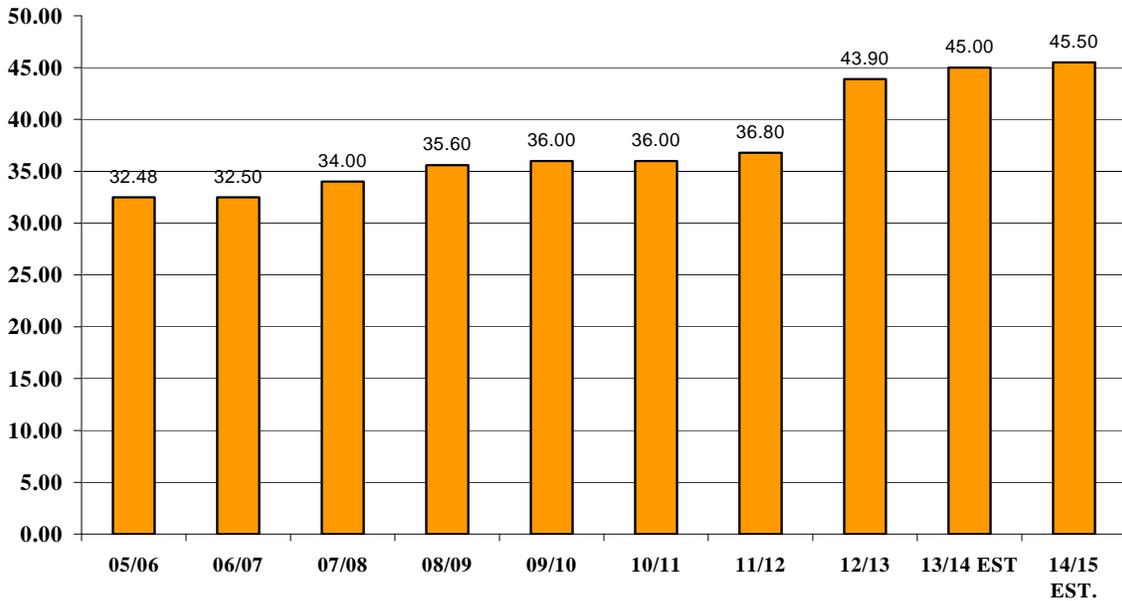
This Division is supported primarily by a Refuse Collection & Disposal Dedicated Millage and Recycling User Fees.

KEY DEPARTMENTAL TRENDS

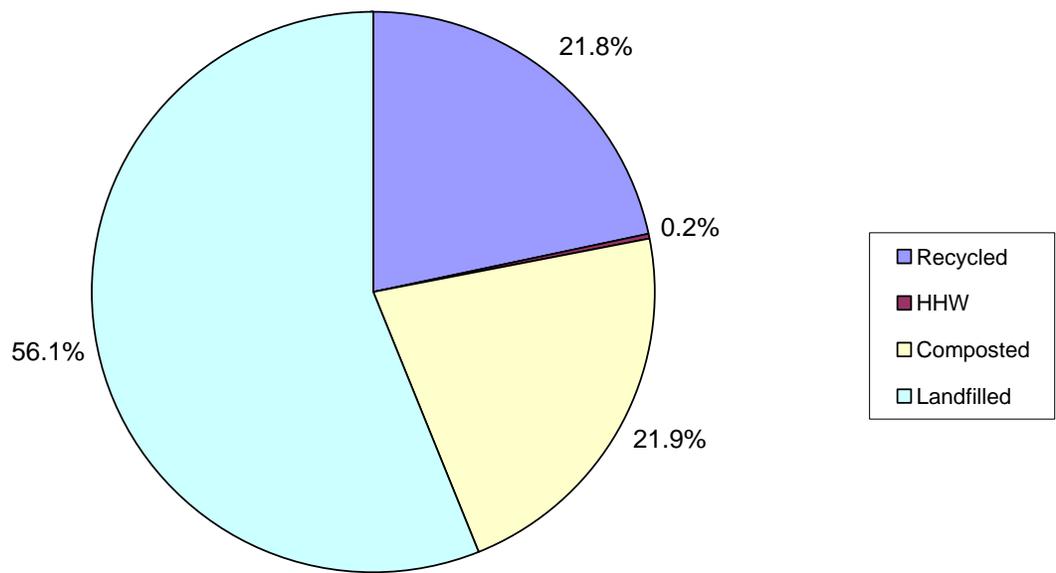
Number of Cars Participating in HazMat Events



Percent of Recycled and Composted Materials Diverted from Landfill



Diversion Rate - 2013



SPECIAL SERVICES SUMMARY

DIV.		2011/12	2012/13	2013/14	2013/14	2014/15	2014/15
NO.	Category and Line Item	Actual	Actual	Current	Estimated	Proposed	Adopted
		Expenditures	Expenditures	Budget	Expenditures	Budget	Budget
SPECIAL SERVICES:							
752	Administration	2,022,174	1,983,784	1,768,060	1,749,531	1,760,059	1,760,059
760	Youth Services	384,146	410,700	336,188	345,438	339,895	339,895
765	Senior Services	892,748	784,586	827,156	823,869	825,726	825,726
770	Parks Maintenance	1,460,399	1,465,876	1,444,490	1,435,270	1,458,961	1,458,961
775	Cultural Arts	399,903	390,467	350,349	350,156	352,033	352,033
780	Golf Course	764,771	743,832	706,437	708,400	716,062	716,062
785	Recreation Programs	484,607	455,881	448,379	444,617	445,814	445,814
790	Ice Arena	1,025,109	1,008,873	973,825	957,235	990,261	990,261
TOTAL SPECIAL SERVICES		7,433,857	7,243,999	6,854,884	6,814,516	6,888,811	6,888,811

The Special Services Department is supported primarily from Recreation User Fee (\$4,610,490), an appropriation from the Parks Millage (\$1,307,850), a SMART Grant (\$224,740), and Reimbursements from Oakland Community College for part-time employees (\$14,000).



SPECIAL SERVICES

MISSION STATEMENT: Provide municipal services for the physical, recreational, leisure and cultural well-being of the residents of the City of Farmington Hills. The Department provides activities, services and facilities for fitness, athletics, cultural arts, conservation and general open space use in a safe and enjoyable environment for all age groups.

ADMINISTRATION

The Department has gradually evolved from the Farmington Area Recreation Commission (established in 1948) to the Parks and Recreation Department in 1978 and finally by authority of the City Council as stated in the City Charter, to the Department of Special Services in 1985. The Department consists of eight divisions including Administration, Cultural Arts, Senior Division, Youth and Families Division, Recreation Division, Parks & Golf Division, Facilities Division and the Ice Arena. The Administration Division is 3.48% of the General Fund Budget in FY 2013/14.

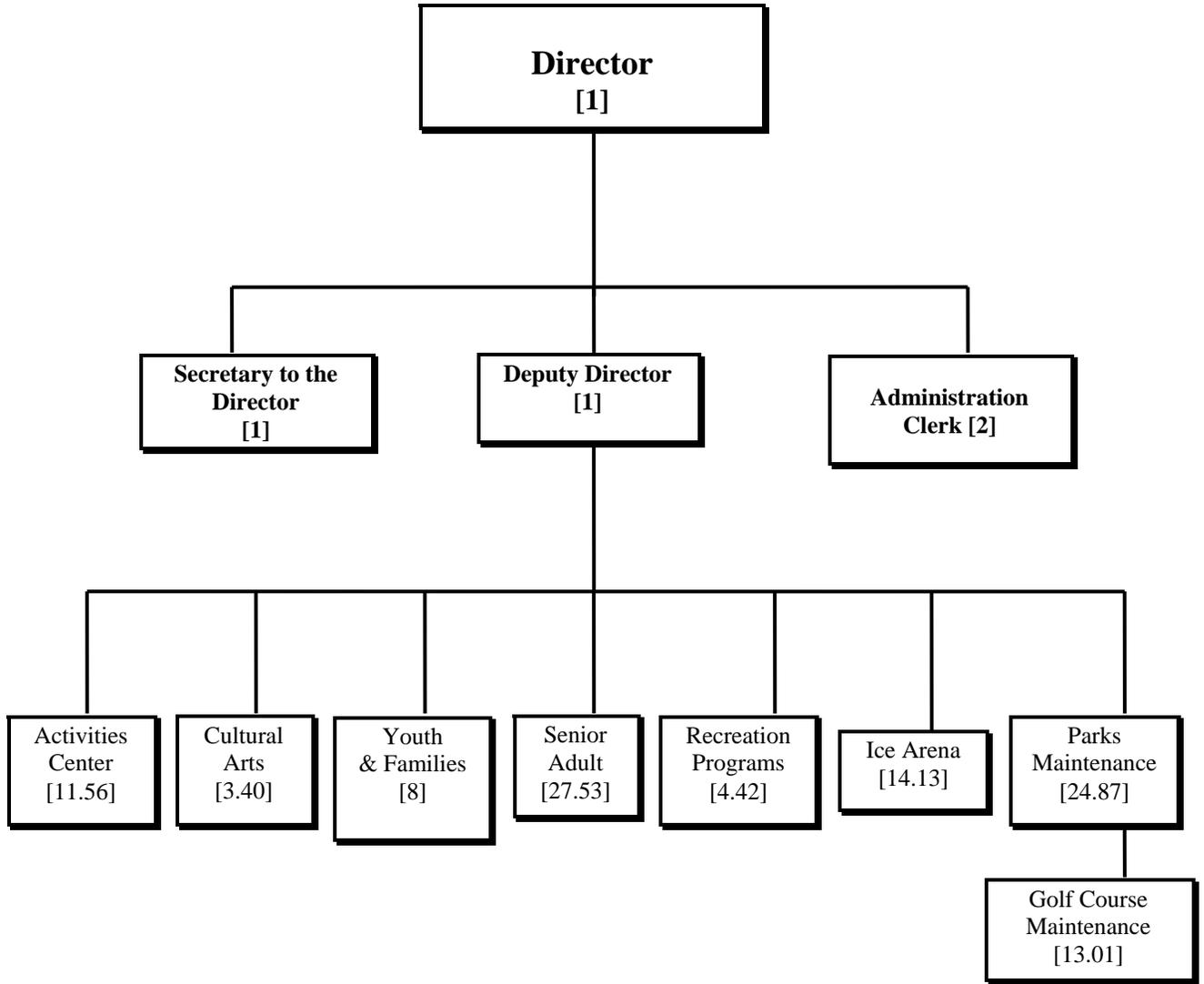
The Department provides a wide variety of programs, services and facilities to the residents. The City has experienced rapid growth since the early 1980's, and the Department is endeavoring to keep pace with the growing and diverse requests for leisure activities and facilities. Land acquisition, facility development, program expansion and diversification have always been paramount and still are today.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Provide administrative oversight and support to each Division within the Department so that staff are empowered to provide the best services for our residents/customers. (8)
- Continue to promote and enhance web-based registration system for department's programs, classes and ticket sales. (2)
- Manage millage funds to maintain and improve facilities and programs. (2)
- Provide proper protective equipment and training for staff so that they may complete their duties in a safe and efficient manner. (2,8)
- Research and pursue Federal, State and private grants, and other funding sources to maximize spending dollars for capital growth and land improvements. (2,7)
- Strengthen existing and create new partnerships. (2)
- Provide high quality programs, facilities and services. (1,6,13)
- Proactively respond to emerging trends and issues in order to remain a vital force in the community. (6,12,13)
- Preserve and enhance attractive and valuable natural resources within the community and maximize accessibility for all users. (2,6)
- Increase sponsorship revenue. (3)
- Continue to seek new strategies to promote our programs, facilities and services. (2)
- Continue to work closely with other City Departments to ensure the delivery of high-quality services to our residents and customers. (1,13)

SPECIAL SERVICES



Total Full Time Equivalent [111.92]

ADMINISTRATION STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
(702) ADMINISTRATION					
(010) Administration					
	Director	1	1	1	1
	Deputy Director	1	1	1	1
	Facilities Supervisor	0	0	1	1
	Facilities Coordinator	1	1	0	0
	Secretary to the Director	1	1	1	1
	Bldg. Maintenance Tech.	1	1	1	1
	Aide	1	1	1	1
	Clerk Typist II	1	1	1	1
	Total	7	7	7	7
(011) Program Management					
	Recreation Supervisor	3	3	4	4
	Recreation Superintendent	1	1	0	0
	Total	4	4	4	4
(038) Part time					
		8.90	9.95	9.98	9.98
ADMINISTRATION TOTAL		19.90	20.95	20.98	20.98

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$18,529 or 1.05% decrease from the current budget and adopted budget.
- The decrease results primarily from projected less health insurance costs than budgeted, partially offset by more office equipment and printing operational costs than budgeted.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$10,528 or 0.6% increase from the FY 13-14 year-end projection and \$8,001 or 0.5% decrease from the FY 13-14 budget.
- The budget to budget decrease results primarily from less health insurance costs, partially offset by more longevity, office equipment and printing operational costs than budgeted.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
S.S. Administration	\$2,022,174	\$1,983,784	\$1,768,060	\$1,749,531	\$1,760,059

Special Services Administration comprises 3.35% of the General Fund’s proposed budget.

Administration

DEPARTMENT NUMBER: 752

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) Salaries & Wages							
010	Administrative & Clerical	411,304	365,684	394,902	395,426	395,094	395,094
011	Program Management	228,672	217,175	216,272	212,817	216,270	216,270
038	Part-time	231,812	232,749	245,531	245,531	245,531	245,531
106	Sick & Vacation	11,216	35,949	9,357	7,856	7,856	7,856
112	Overtime	3,986	5,115	3,302	4,500	3,302	3,302
200	Social Security	69,310	67,255	68,515	68,516	68,627	68,627
250	Blue Cross/Optical/Dental	134,296	111,676	137,967	116,200	114,952	114,952
275	Life Insurance	1,903	1,879	2,020	2,020	2,021	2,021
300	Pension - DC	4,984	8,965	18,930	18,612	18,756	18,756
305	Pension - DB	135,046	145,141	0	0	0	0
308	Post Retirement Healthcare	83,681	98,320	0	0	0	0
325	Longevity	22,908	22,752	21,815	21,258	24,608	24,608
350	Worker's Compensation	7,350	5,218	10,412	11,252	10,247	10,247
	Category Total	<u>1,346,468</u>	<u>1,317,878</u>	<u>1,129,023</u>	<u>1,103,988</u>	<u>1,107,264</u>	<u>1,107,264</u>
(740) Operating Supplies							
001	Gas & Oil	3,878	3,739	3,850	3,829	3,850	3,850
002	Books & Subscriptions	30	0	85	85	85	85
008	Supplies	101,504	88,342	88,610	88,610	88,895	88,895
	Category Total	<u>105,412</u>	<u>92,081</u>	<u>92,545</u>	<u>92,524</u>	<u>92,830</u>	<u>92,830</u>
(801) Professional & Contractual							
001	Conferences & Workshops	870	1,050	1,060	1,600	1,700	1,700
002	Memberships & Licenses	7,376	6,836	6,455	6,797	6,951	6,951
005	Fleet Insurance	1,600	1,572	1,350	1,350	1,360	1,360
006	Vehicle Maintenance	800	1,213	1,700	1,600	1,700	1,700
007	Office Equip. Maint. & Rent	22,246	32,926	25,850	32,994	33,554	33,554
013	Education & Training	0	300	750	600	750	750
016	Telephone	7,028	7,748	8,900	7,800	7,800	7,800
018	Postage & Bulk Mailing	18,655	18,718	22,950	19,482	22,950	22,950
024	Printing Costs	39,237	37,846	40,500	43,505	45,800	45,800
025	Utilities	219,858	225,096	213,484	213,520	213,484	213,484
029	Maintenance & Repair	73,282	99,303	74,690	74,745	74,690	74,690
035	Credit Card Fees	47,266	49,683	60,000	60,000	60,000	60,000
041	Auto Allowance	3,600	3,600	3,600	3,600	3,600	3,600
042	Mileage Reimbursement	0	174	0	0	0	0
066	Contract Services	117,476	76,660	75,203	75,426	75,626	75,626
067	Scholarships	11,000	11,100	10,000	10,000	10,000	10,000
072	Special Projects	0	0	0	0	0	0
	Category Total	<u>570,294</u>	<u>573,825</u>	<u>546,492</u>	<u>553,019</u>	<u>559,965</u>	<u>559,965</u>
ADMINISTRATION TOTAL		<u>2,022,174</u>	<u>1,983,784</u>	<u>1,768,060</u>	<u>1,749,531</u>	<u>1,760,059</u>	<u>1,760,059</u>

YOUTH & FAMILY SERVICES – AFTER SCHOOL PROGRAM

MISSION STATEMENT: Provide an after-school and summer program for middle school youth that offers a safe, fun environment, free from inappropriate influences. Reduce the use and abuse of alcohol, tobacco, and drugs by middle school youth.

Farmington Hills Area Youth & Family Services has successfully developed and implemented a structured program for middle and upper elementary school age students. The program targets youth that would benefit from supervised after-school activities consisting of educational tutoring, group discussions, recreation, and social skills development. Throughout its history, the program has been a model of innovation and a place where the youth want to be. The After School Program is proud to be recognized nationally by the After School Alliance Organization as one of six valuable after school programs.

We consistently seek input from youth members in creating and implementing programs, while simultaneously providing leadership opportunities for participants. Youth center members have the opportunity to participate in special programs throughout the year. These programs include Club Z! Tutoring; a professional tutoring service, Exercise Programs, Internet Safety, Girl Power, and overnight outings. Community Service Projects and Intergenerational Programs are also an important element of the general program. In partnership with the George Riley Foundation our “Outdoor Education Program”, that relates school curriculum to nature experiences, has been fun and rewarding to our youth members. We continue our partnership with Best Buy offering educational/technology programs. Gordon Food Services and the PKC Group worked together with our youth again this holiday season by giving back to their community supporting and serving families in need.

The program sites provide services to each of the four quadrants of Farmington Hills offering opportunities to middle and upper elementary school age youth in Farmington Hills and Farmington. Over 11,000 youth have taken part in the youth center program since its beginning. This year, 650 youth members have joined the program and have attended one of the five youth centers on a daily basis. We continue to see more consistency in our daily visits. The 2013 Summer Program saw 166 participants enrolled in the Summer Drop-In Center, averaging 94 youth per day and averaging 33 youth on each of the 27 field trips that were offered. This program still thrives because of generous donations from our local businesses and corporations, Farmington/Farmington Hills Community Foundation, FH/F Xemplar Club, service organizations, friends and families.

We are proud to be going into our 18th year providing a fun, secure environment where young people can be actively involved in physical, social and educational benefits while learning important lifelong lessons. Families can be at ease knowing their children are safe during these critical after school hours.



GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Maintain and increase enrollment for the After School and Summer Drop-In programs. (6,13)
- Grow our Middle School Initiative Program which meets at the Jon Grant Center once a week. MSI is made up of a diverse group of high school and middle school youth who share their culture and diverse experiences with one another.(6,13)
- Our affiliation with Farmington Public Schools has become stronger as we work together supporting our youth through tutoring and awareness of positive mental health. (2,4)
- Proceed with our partnership with Michigan School of Professional Psychology to look at new and creative programming for middle school age youth. This partnership will increase awareness both for students and staff. (2,6)
- Build on the success of programs for the After School Youth Members, such as Girl Power. Expand our enrichment opportunities with implementation of our Outdoor Education Program which matches Farmington Public School curriculum. This program is in partnership with the George Riley Foundation, and Farmington Area Optimist Club. (2,6)
- Expand the tutoring program through our partnership with Club Z! Tutoring, a professional tutoring organization. Increase enrichment opportunities to include study skills training for youth members. (1,6)
- Explore new opportunities on ways to reach families not participating in after school programs by partnering with local faith organizations, youth publications, cable shows. (1,6,11)
- Our goal is to continue our partnership with OCC and their work study program to help offset staff budget costs and continue to pursue other colleges that could afford us this same opportunity. (2,8)
- Partner with Botsford Hospital and our Youth Members in the F2HFit Challenge, focusing on keeping our youth healthy and active. (1,6)
- Continue to take full advantage of the HP and MAC computers; video equipment, that were made possible by our partnership with Best Buy. This equipment continues to give youth members an opportunity to do research for homework and expand their knowledge. (11)
- Continue to work with Old Navy and Home Depot and Best Buy to establish programs allowing youth to see first-hand career opportunities. (2,4)
- Offer and promote programs during the week and on weekends that include family participation. (6)
- Continue developing Guy Time. A much needed program for the young men in the After School Program based on leadership skills, responsibility, and respect. (6)
- Enhance our partnership with Brighthouse, PKC Group and other local businesses to offer educational, healthy programs and volunteer opportunities for our youth members. (1,6,11)
- Continue the successful Girl Power program where we target topics such as building healthy relationships, future academic careers, setting and achieving goals, plus the importance of volunteerism and involvement. (6)



PERFORMANCE OBJECTIVES

- We have seen an average increase of 10% in our daily visits at the After School Youth Centers.
- In anticipation of increased summer participation we are adding a second site at the POP center to accommodate the north side of town.
- In partnership with Oakland Early Education Center, OCC, and Oakland Early Education, we have had 2 paid staff and 5 volunteers at the After School and Summer Drop-In Programs at no cost to the City of Farmington Hills.
- The total number of hours spent by youth members in the After School and Summer Drop-In Programs is as follows: In the summer program, each youth member averaged 8 hours per day for a total of 28,560 hours, in the school year program, the average youth member spent an average of 2.25 hours per day for a total for 93,542 hours. **This equals 122,102 hours our youths have spent supervised in a safe, structured environment.**

	Performance Indicators	FY 2012-2013 Actual	FY 2013-2014 Projected	FY 2014-2015 Estimated
Service Level Summer	Summer Drop-in Program participation	137	164	180
	Number of days Summer Drop-In Program is offered	39	38	39
	Average daily participants of Summer Drop-in	84	94	110
	Total number of Summer Drop-In visits	3,217	3,570	4,290
	Daily average of summer field trip participants	30	33	40
	Number of summer field trips	27	29	30
	Total of summer field trip participants	809	886	1,000
	Service Level School Year	Total number of enrolled After School youth members (5 th – 9 th Grade)	646	664
Total number of days program is offered		170	169	170
Daily average participation (Four centers operate Mon. through Thurs. Three centers open on Friday)		237	246	275
Total youth center school year program visits (All Youth Centers)		40,290	41,574	42,000
Total school year field trip participants *		780	136	150
New Program: Wilderness Wellness Education Program participants		105	110	120
Efficiency	Total number of Summer Drop-In and school year field trip participants *	1,589	1,022	1,200
	Total number of days program is offered summer/school year	209	207	210
	Total number of Summer Drop-In and school year visits	43,507	47,303	48,000
	Total number of hours our youth have spent in the Summer Drop-In and After School Program	115,988	122,102	123,000
	Activity Expenditures as a % of General Fund	0.67%	0.67%	0.65%

Note:* Decrease in school year field trip number is due to limited amount of half-days.

Note: To calculate the average number of hours youth spend in the programs, we averaged summer total by 8 hours per day and school year average 2.25 hours per day.

STAFFING LEVELS

Acct. 760	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
(760) YOUTH & FAMILIES					
010	Youth Services Supervisor	1	1	1	1
	Total	1	1	1	1
038	Part time (FTE)	7.00	7.00	7.00	7.00
DEPARTMENT TOTAL		8.00	8.00	8.00	8.00

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$9,250 or 2.75% increase from the current budget and adopted budget.
- The increase results primarily from projected more part-time, supplies and contractual service costs than budgeted.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$5,543 or 1.61% decrease from the FY 13-14 year-end projection and \$3,707 or 1.1% increase over the FY 13-14 budget.
- The budget to budget increase results primarily from more contractual services in FY 14-15 to be in alignment with the FY 13-14 year-end projection.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Youth & Family Services	\$384,146	\$410,700	\$336,188	\$345,438	\$339,895

DEPARTMENT NUMBER: 760

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) Salaries & Wages							
010	Administrative & Clerical	63,289	63,046	63,288	63,288	63,288	63,288
038	Part-time	189,509	203,280	167,250	172,550	167,250	167,250
106	Sick & Vacation	4,243	4,062	4,244	4,244	4,260	4,260
112	Overtime	126	133	0	200	0	0
200	Social Security	19,888	20,940	18,250	18,741	18,252	18,252
250	Blue Cross/Optical/Dental	5,590	4,575	6,838	6,490	6,908	6,908
275	Life Insurance	77	91	92	92	92	92
305	Pension - DB	14,402	15,423	0	0	0	0
308	Post Retirement Healthcare	8,924	10,447	0	0	0	0
325	Longevity	3,783	3,783	3,783	3,783	3,783	3,783
350	Worker's Compensation	2,664	1,840	3,363	3,310	3,292	3,292
	Category Total	<u>312,495</u>	<u>327,620</u>	<u>267,108</u>	<u>272,698</u>	<u>267,125</u>	<u>267,125</u>
(740) Operating Supplies							
002	Books & Subscriptions	0	75	100	100	100	100
008	Supplies	39,344	44,923	35,000	36,500	35,800	35,800
	Category Total	<u>39,344</u>	<u>44,998</u>	<u>35,100</u>	<u>36,600</u>	<u>35,900</u>	<u>35,900</u>
(801) Professional & Contractual							
001	Conferences & Workshops	200	55	200	200	200	200
002	Memberships & Licenses	1,178	1,500	1,480	1,110	1,840	1,840
007	Office Equip. Maint. & Rent	4,200	4,709	5,200	5,200	5,200	5,200
013	Education & Training	0	0	100	100	100	100
042	Mileage Reimbursement	3,090	3,665	3,000	3,500	3,500	3,500
066	Contractual Services	23,639	28,153	24,000	26,030	26,030	26,030
	Category Total	<u>32,307</u>	<u>38,082</u>	<u>33,980</u>	<u>36,140</u>	<u>36,870</u>	<u>36,870</u>
	Total Youth & Families	<u>384,146</u>	<u>410,700</u>	<u>336,188</u>	<u>345,438</u>	<u>339,895</u>	<u>339,895</u>

SENIOR DIVISION

MISSION STATEMENT: The Farmington Hills Senior Division provides Adults 50 & Better with recreation, education, socialization, volunteer opportunities, referrals and services.

The Farmington Hills Senior Division serves residents 50 years of age and over by providing programs and services designed to foster independent and healthy lifestyles. Emphasis is placed on innovative programming targeting aging baby boomers as well as older adults. The wide variety of programs encompasses physical, social, educational, recreational activities, regardless of income, race, religion, physical or mental ability. Community-based service programs are designed for adult residents requiring assistance with transportation, chore services, home delivered meals, nutritional supplements, prescriptions, adult day program and food assistance programs. A variety of community partnerships enhance the ability of the Senior Division to provide quality programs and services. The Senior Division offers a place to gain the skills, resources and connections needed to respond to the personal and community challenges that face the older adult. Planned events are scheduled daily including evenings and weekends at the Costick Activities Center, Longacre House and the Jon Grant Community Center. The FY 2014/15 Senior Division Budget is 1.57% of the FY 2014/15 General Fund Budget.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Improve the quality of life for older adults with dementia and their caregivers through education, adult day program, support groups and community advocacy. (11)
- Continue to expand community awareness of the existing programs and services through networking, social media, web, newspapers, electronic communications and cable television.(11)
- Enhance accessibility for older adults and people with a disability to participate as an active member of the community through a comprehensive transportation program. (1, 12, 13)
- Create intergenerational activities and special events to encourage participation in community events for multiple generations. (6,12)
- Program evening and weekend activities and events to attract the Baby Boomers.(6)
- Enhance the participants experience by updating the atmosphere of the dining and social area of Conway Hall. (1,12)
- Broaden the scope of community activities by working in partnership with other City Departments and Special Services Divisions. (2,6,12)

PERFORMANCE OBJECTIVES

- Promote and expand innovative programs to attract greater number of adults.
- Create more opportunities for volunteers to enhance services for Farmington area older adults.
- Cultivate a Logic Model system of tracking programs and services as required by the Office of Services to the Aging.
- Expand programs to promote independence, health and wellness for adults of all abilities.

Senior Division Monthly Attendance Totals 2012 -2013

	<i>Card Swipe</i>	<i>Nutrition</i>	<i>Outreach</i>	<i>Trips and Travel</i>	<i>Senex</i>	<i>Transportation</i>	<i>Chore</i>	<i>Aquatics</i>	<i>Exercise</i>	<i>Clubs</i>	<i>Special Events</i>	<i>Service</i>	<i>Support Groups</i>	<i>Dance</i>	<i>Activities, Speakers & Classes</i>	<i>TOTALS</i>
July 2012	2282	7322	215	3	154	4137	25	870	947	250	91	70	60	131	159	16716
August 2012	2318	8180	177	20	156	9310	28	1054	406	406	24	68	71	87	179	22484
September 2012	1794	6891	211	59	131	2211	32	916	524	524	329	163	83	83	291	14242
October 2012	2375	8068	288	36	180	2667	32	1327	764	764	670	118	79	122	354	17844
November 2012	2018	7614	301	12	141	1787	75	1084	760	659	391	91	83	186	580	15782
December 2012	1606	6450	420	9	131	1787	72	1192	800	577	241	69	79	225	328	13986
January 2013	1607	7019	164	40	156	2278	77	653	553	211	60	52	56	171	325	13422
February 2013	1246	6730	171	35	120	1587	64	714	647	434	229	249	53	163	377	12819
March 2013	1811	7149	230	25	146	2679	52	1005	934	525	346	259	76	259	334	15830
April 2013	2112	7096	182	94	164	2501	41	1203	858	633	246	159	56	308	451	16104
May 2013	1965	8142	203	9	172	2068	57	1205	836	525	176	73	74	139	408	16052
June 2013	1892	7095	222	33	154	1992	49	1064	783	601	84	74	62	288	461	14854
TOTALS	23026	87756	2784	375	1805	35004	604	12287	8812	6109	2887	1445	832	2162	4247	190135

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		2012/13 Budget	2013/14 Budget	2014/15 Budget	2014/15 Budget
(765) SENIOR ADULTS					
010 Administrative & Clerical					
	Senior Adult Program Supervisor	1	1	1	1
	Senior Adult Specialist - Programming	2	2	2	2
	Senior Adult Specialist - SENEX	1	1	1	1
	Senior Adult Nutrition Coordinator	1	1	1	1
	Total	5	5	5	5
038 Part time (FTE)					
	Part time wages	4.42	4.42	4.42	4.42
	Part-time Nutrition Grant	6.70	6.70	6.70	6.70
	Maintenance	0.38	0.38	0.38	0.38
	Part-time Transportation Grant	11.03	11.03	11.03	11.03
	Total	22.53	22.53	22.53	22.53
	SENIOR ADULTS TOTAL	27.53	27.53	27.53	27.53

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$3,287 or 0.4% decrease from the current budget.
- The decrease results primarily from projected less special function and dial-a-ride costs than budgeted, partially offset by projected more health insurance costs than budgeted.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$1,857 or 0.2% increase from the FY 13-14 year-end projection and \$1,430 or 0.2% decrease from the FY 13-14 budget.
- The budget to budget decrease results primarily from a greater allocation to the Nutrition Grant Fund in FY 14-15.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Senior Adult	\$892,748	\$784,586	\$827,156	\$823,869	\$825,726

Senior Adult Division

DEPARTMENT NUMBER: 765

Acct. No. Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) Salaries & Wages						
010 Administrative & Clerical	217,717	234,493	237,720	237,468	241,924	241,924
038 Part-time	89,691	87,189	89,500	89,500	89,765	89,765
039 Part-time Nutrition Grant	113,034	111,375	117,900	117,900	117,576	117,576
040 Maintenance	5,218	4,764	6,300	5,970	5,970	5,970
075 Part-time Transportation	213,920	210,628	220,000	220,000	220,710	220,710
106 Sick & Vacation	35,600	1,897	1,898	1,898	1,898	1,898
112 Overtime	622	682	0	623	0	0
200 Social Security	52,159	49,458	51,666	51,580	52,028	52,028
250 Blue Cross/Optical/Dental	34,370	42,291	47,401	49,700	48,295	48,295
275 Life Insurance	364	567	594	594	594	594
300 Pension - DC	16,299	24,391	24,829	24,829	25,273	25,273
305 Pension - DB	45,805	11,840	0	0	0	0
308 Post Retirement Healthcare	28,382	8,021	0	0	0	0
325 Longevity	8,397	1,973	2,051	2,053	2,253	2,253
350 Worker's Compensation	8,001	5,148	9,725	9,872	9,584	9,584
Reallocate to Nutrition Grant Fund	(182,036)	(177,309)	(177,608)	(177,608)	(185,937)	(185,937)
Category Total	687,543	617,408	631,976	634,379	629,933	629,933
(740) Operating Supplies						
001 Gas & Oil	0	0	175	162	175	175
008 Supplies	17,928	15,073	19,504	19,500	19,500	19,500
009 Kitchen Food & Supplies	200,361	215,063	194,764	198,170	198,170	198,170
010 Special Events	729	1,377	2,000	2,000	2,000	2,000
072 Special Function Expense	3,259	5,117	5,600	3,250	4,850	4,850
Reallocate to Nutrition Grant Fund	(187,935)	(209,444)	(194,764)	(198,170)	(198,170)	(198,170)
Category Total	34,342	27,186	27,279	24,912	26,525	26,525
(801) Professional & Contractual						
001 Conferences & Workshops	175	340	350	350	350	350
002 Memberships & Licenses	783	551	700	700	1,005	1,005
005 Fleet Insurance	5,600	6,527	7,532	7,532	7,844	7,844
006 Vehicle Maintenance	872	110	600	600	600	600
013 Education & Training	0	0	250	250	250	250
024 Printing Costs	3,836	2,162	3,050	2,400	3,050	3,050
066 Contract Services	44,814	48,370	49,450	50,200	50,200	50,200
075 SMART Transportation	76,439	76,468	96,969	96,876	96,969	96,969
076 Dial - A - Ride	38,694	5,799	9,000	6,000	9,000	9,000
Reallocate to Nutrition Grant Fund	(350)	(335)	0	(330)	0	0
Category Total	170,863	139,992	167,901	164,578	169,268	169,268
Total Senior Adults	892,748	784,586	827,156	823,869	825,726	825,726

PARKS DIVISION

The Parks Division operates, maintains and provides security for over 600 acres of parkland, including 62 athletic fields. This includes turf management on all sites, grading, re-building, dragging and lining of baseball diamonds; layout, lining, goal and net replacement on soccer, lacrosse, field hockey, and flag football fields; mowing; landscaping; trash pickup and disposal; and the care and replacement of amenities at all park and municipal sites. The Parks Division also provides for leaf removal, seasonal cleanup, snow and ice removal and melting compound application. Riley Skate Park, the Heritage Splash Pad and recently completed William Grace Dog Park have increased user participation in park activities and maintenance demands. The Visitor Center, Day Camp Building and the Nature Center at Heritage Park are operated and maintained by the Parks Division. Assistance to park users and security for all sites is provided by the Park Ranger Service 365 days a year.

The Parks Division works very closely with other Divisions of the Department of Special Services, other City departments, the City of Farmington, Farmington Public Schools, baseball and soccer associations and various community groups to provide a wide variety of athletic, recreational and special needs for the citizens of the community. Some examples of the diverse functions of the Parks Division include the pick up and distribution of food commodities for the Senior Adult Division, and the pick up, installation, removal and storage of voting devices at all precincts for city, state and national elections. The division is also responsible for the set-up and takedown for many special events such as the holiday lighting, banners, Art on the Grand, Family Funfest Carnival, Founder's Festival, Festival of the Arts, Hay Day, Special Olympics, and special tournaments for baseball and soccer.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Construct landscape and drainage improvements at the Heritage Stable Studio and Heritage History Center area in conjunction with new archery range. (3,13)
- Continue environmentally sound maintenance practices established by certification under the Michigan Turfgrass Environmental Stewardship Program. (2,3)
- Reestablishment of wetlands environment in the former Boardwalk area at Heritage Park. (1,3)
- Interior renovations for Stables Art Studio at Heritage Park. (2)
- Reconstruct Heritage Park entrance drive in conjunction with Farmington Road paving project. (3)
- Supplement and improve equipment maintenance procedures through utilization of dedicated part time personnel. (1,2)
- Refine operational procedures and maintenance at new dog park. (2)
- Enhance site security at various parks. (2,13)
- Improve paved trails at Heritage Park. (3,13)
- Paint & Stain Heritage Park Buildings as necessary. (1,3)
- Construct and outfit new archery range at Heritage Park. (6)
- Implement operation and maintenance of new floating dock at Founders Park. (6)

PERFORMANCE OBJECTIVES

- Construct additional drainage and site improvements around the Art Studio/Caretaker House parking while construction the archery range at Heritage.
- Monitor and control invasive species in the new wetlands reestablishment area surrounding the former boardwalk at Heritage Park.
- Continue operation of new Splash Pad at Heritage Park and establish landscaped area surrounding.
- Enlarge “no mow’ areas around ponds and in certain parks to further reduce maintenance costs and environmental impact.
- Expand use of the City of Farmington Hills recycling program in all parks and buildings.
- Expand and monitor program of eradication of non-native plant species in parks.
- Continue to develop procedures to perfect current use of in house personnel in performing previously contracted janitorial work in order to maintain new standards of quality.
- Continue improvements to Nature Discovery Trail at Heritage Park.
- Continue work with DPW to review and establish more effective ice/snow control measures by expanding the use of brine treatments on walks, parking lots and drives on all City sites.
- Work with DPW in collaborating on efficient use of equipment and personnel on various maintenance and construction projects throughout the City.
- Continue work with FPS and user groups to control costs in athletic field use.
- Continue maintenance and monitor operation for William Grace Dog Park.
- Explore installation of security fencing at the Founders Park Maintenance Building to deter theft and vandalism.
- Resurface/repair trails at Heritage Park.

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	Fields Maintained	62	62	62
	Total acreage maintained	518	528	528
	Flower beds maintained (Square feet)	24,350	24,435	24,435
	Acres mowed	155	155	155
Efficiency	Numbers of acres maintained per FTE	21.91	21.91	20.57
	Acres of parkland per 1,000 population	7.47	7.47	7.47
	Activity Expenditures as a % of General Fund	2.79%	2.79%	2.78%

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
(770) PARKS DIVISION					
(010) Salaries & Wages					
	Park Maintenance Superintendent	0	1	1	1
	Park Maintenance Supervisor	2	1	1	1
	Laborer II	3	3	2	2
	Laborer I	0	0	1	1
	Park Maintenance Technician	3	3	3	3
	Naturalist	0	1	1	1
	Total	8	9	9	9
(038) Part Time					
		16.1	15.87	15.87	15.87
PARKS DIVISION TOTAL		24.10	24.87	24.87	24.87

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$9,220 or .06% decrease from the current budget and adopted budget.
- The decrease results from projected less personnel and operating supply costs than budgeted, partially offset by projected more professional and contractual costs than budgeted.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$23,691 or 1.65% increase from the FY 13-14 year-end projection and \$14,471 or 1% increase over the FY 13-14 budget.
- The budget to budget increase results primarily from more overtime, pension, workers compensation, chemical supplies, and equipment & radio maintenance costs.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Parks	\$1,460,399	\$1,465,876	\$1,444,490	\$1,435,270	\$1,458,961

Parks Division

DEPARTMENT NUMBER: 770

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) Salaries & Wages							
010	Salaries & Wages	378,101	376,381	420,305	405,321	416,578	416,578
038	Part-time	319,752	315,667	332,602	310,497	333,895	333,895
106	Sick & Vacation	10,584	13,183	12,280	11,068	12,923	12,923
112	Overtime	37,633	45,382	50,000	77,000	60,000	60,000
200	Social Security	58,942	59,213	64,090	63,400	64,574	64,574
250	Blue Cross/Optical/Dental	86,178	70,473	102,600	87,850	93,927	93,927
275	Life Insurance	614	730	950	850	955	955
300	Pension - DC	0	0	5,260	9,450	10,502	10,502
305	Pension - DB	86,543	91,580	0	0	0	0
308	Post Retirement Healthcare	53,625	62,037	0	0	0	0
325	Longevity	21,314	22,085	22,619	20,019	20,733	20,733
350	Worker's Compensation	5,153	3,595	7,075	9,905	11,784	11,784
	Category Total	<u>1,058,439</u>	<u>1,060,326</u>	<u>1,017,781</u>	<u>995,360</u>	<u>1,025,870</u>	<u>1,025,870</u>
(740) Operating Supplies							
001	Gas & Oil	64,788	61,363	75,959	74,825	74,924	74,924
002	Books & Subscriptions	65	110	200	100	200	200
008	Supplies	68,350	80,825	72,450	72,000	72,450	72,450
014	Chemical Supplies	43,062	41,005	44,280	41,425	47,280	47,280
019	Uniforms & Clothing	6,055	6,070	6,465	6,675	6,595	6,595
030	Miscellaneous Tools	1,441	1,851	2,000	2,000	2,000	2,000
	Category Total	<u>183,761</u>	<u>191,224</u>	<u>201,354</u>	<u>197,025</u>	<u>203,449</u>	<u>203,449</u>
(801) Professional & Contractual							
001	Conferences & Workshops	829	823	1,160	1,260	1,420	1,420
002	Memberships & Licenses	234	307	675	1,022	1,030	1,030
005	Fleet Insurance	12,000	5,360	5,650	5,360	6,261	6,261
006	Vehicle Maintenance	17,486	13,525	14,000	13,000	13,000	13,000
007	Equipment & Radio Maint.	15,069	19,892	15,000	18,000	19,000	19,000
013	Education & Training	707	335	600	500	600	600
025	Park Utilities	82,394	89,727	92,800	92,500	92,800	92,800
029	Park Buildings Maintenance	5,946	3,393	4,000	12,000	4,000	4,000
056	Refuse Dumpster	8,167	7,737	9,170	8,943	9,230	9,230
066	Contract Services	74,677	73,227	82,300	90,300	82,300	82,300
	Category Total	<u>217,509</u>	<u>214,326</u>	<u>225,355</u>	<u>242,885</u>	<u>229,641</u>	<u>229,641</u>
(970) Capital Outlay							
020	Maintenance Equipment	690	0	0	0	0	0
	Category Total	<u>690</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
PARKS TOTAL		<u>1,460,399</u>	<u>1,465,876</u>	<u>1,444,490</u>	<u>1,435,270</u>	<u>1,458,961</u>	<u>1,458,961</u>

CULTURAL ARTS DIVISION

The Special Services' Cultural Arts Division supports the positive influence of arts and culture in our community, both economically and socially, by answering the needs and desires expressed by our citizens. The Division offers a widely varied selection of educational and entertainment opportunities in all areas of the arts, seeking out high-quality professional instructors and performers. Division offerings include art, music and theater classes, a wide range of summer camps, workshops and lessons; a concert series at the Farmington Players Theatre and free summer concerts at Heritage Park; monthly teas at Longacre House and other special events; and a large Youth Theater and newly formed stage choir, called Vocalmotion. The Division's Public Art Program at the Farmington Hills City Hall will begin its third exhibition in the fall of 2014, showcasing over 70 works of art from both local and regional artists. The Division also presents ongoing art exhibits at the City Gallery, as well as Art on the Grand, the annual fine arts fair in downtown Farmington, bringing over 100 artists to the area from across the country. The Division also supports the Festival of the Arts, in conjunction with the Farmington Community Arts Council and the Farmington Public Schools, and programs such as the Artist in Residence, Student Art Awards, The Art Matters conference, and the Greater Farmington Film Festival.

The Division also works with other cultural organizations in the State, such as the Michigan Council for the Arts and Cultural Affairs, as well as the Detroit Institute of Arts, Farmington Area Art Commission, the Farmington Community Arts Council, KickstArt Farmington, media and the residents, in order to enhance and support the presence of the arts in our State by means of strategic planning, information, education, arts advocacy and the sharing of resources. The Division also seeks out funding in the form of grants from various sources.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals on page 9

- Continue to add new programs, following current successful trends while researching new interests and available resources. (1,2,6)
- Explore an initiative to answer the public demand to bring outdoor sculpture to the City via grants and donations; implement the return of the DIA Inside/Out project to the City. (6,13)
- Renew public art exhibit at City Hall to include new artwork and media. (1,6)
- Enhance and support the activities of the Farmington Area Art Commission, including the Student Art Awards and Artist in Residence programs, as well as new educational projects such as the annual "Art Matters" student conference. (1,6)
- Serve as an ongoing facilitator and/or supporter for large area art events, such as Art on the Grand, the Festival of the Arts, and the Greater Farmington Film Festival; seek out ideas for new festivals and events. (6,11)
- Serve as a liaison to the Farmington Hills area's cultural organizations, serving to help unite the goals of each. (1,6,11)
- Continue to provide new, high-quality concerts that provide affordable entertainment for families. (2)

Cultural Arts Division

- Continuously evaluate all arts-related programs based on time, space and value to community. (2,6)
- Monitor and maintain high quality of programming, while being aware of the need to keep programs affordable and competitively priced. (2)
- Continue to support Division and Departmental promotional efforts. (2,11)
- Encourage increased volunteer inclusion in Division's events and services. (4)
- Expand fundraising efforts to support higher fees for full-length, youth theater performances. (2,4)
- Encourage more local artists and performers to become a part of the celebration of our local talent in programs such as the Artist in Residence. (4,6,11)
- Utilize available resources as effectively as possible, such as creating more promotional videos for the City's Channel 8. (1,4)
- Develop new, more varied summer camp offerings and classes, especially in the theater arts. (2,6)
- Serve as an advocate for the intrinsic value of art and cultural programs to the community, sharing information about the economic and educational gains to our area available through the arts. (2,11)
- Connect students with professional artists and performers at theatre camps, art camps, and the Festival of the Arts. (2,4,11)
- Communicate on a regular basis with patrons of Cultural Arts programs, in order to assess their interests and needs. (6)

PERFORMANCE OBJECTIVES

- Provide information on cultural resources and local talents via the City's video channel presentations.
- Provide programs that develop self-confidence and life skills in youth, such as Vocalmotion, Youth Theatre, Little Stars and visual expression.
- Recognize and encourage young artists and performers through programs such as the Student Art Awards and the Festival of the Arts.
- Continue to expand promotional efforts in order to build awareness of the available programs, the Department, and the arts in general.
- Continue to bring in new artists to participate in Art on the Grand, while supporting cooperative efforts between the Cities of Farmington Hills and Farmington, in order to introduce thousands of new visitors to our community.

Cultural Arts Division

- Renew the Public Art Program exhibit at City Hall and continually at the Costick’s City Gallery, inviting in new exhibitors, in order to enhance the facilities and attract new visitors.
- Create new events to connect businesses with talented citizens in our community, such as art receptions at City Hall.
- Encourage students interested in art careers through interaction with local art-based businesses, such as Artpack, and through activities such as “Art Matters” conference.
- Introduce new local talent to the public by showcasing performances at the Heritage Park amphitheatre, and also encouraging visual artists to take advantage of exhibition opportunities within the City.
- Encourage citizens to understand the value of arts programming to the physical and mental health of their families; encourage involvement in local community groups such as The Farmington Community Arts Council and its numerous membership organizations, and also regional groups such as the Michigan Weavers Guild and Great Lakes Beadworkers.
- Evaluate community’s needs and specific interests in the arts, in order to continue to satisfy current customers, add new patrons, and attract people to the area.

Service Level	Performance Indicators	FY 2012-13 Actual	FY 2013-14 Projected	FY 2014-15 Estimated
	Art, Dance and Music Class Participants	525	590	600
	Professional Concert Series, Teas, Special Events, Youth Theatre performances	8,325	9,000	9,300
	Summer Concerts Attendance (est.)	7,000	8,800	9,000
	Performance Classes, Youth Theatre, Choir	465	425	575
	Festival of the Arts Attendance (est.) Artist Awards, Art Receptions	1,400 (est.)	1,500	1,500
	Art on the Grand Attendance (est.)	30,000 (est.)	35,000	35,000
	Instrumental & Vocal Lessons	217	230	240
	Activity Expenditures as a % of General fund	0.68%	0.68%	0.67%

STAFFING LEVELS

Acct.	702 Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		2012/13 Budget	2013/14 Budget	2014/15 Budget	2014/15 Budget
(775) CULTURAL ARTS					
010 Administrative & Clerical					
	Cultural Arts Supervisor	1	1	1	1
	Cultural Arts Coordinator	1	1	1	1
		2	2	2	2
038	Part time (FTE)	0.65	0.75	1.40	1.40
CULTURAL ARTS TOTA		2.65	2.75	3.40	3.40

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$193 or 0.06% decrease from the current budget and adopted budget.
- The decrease results from projected less contractual service and operating supply costs than budgeted, partially offset by projected more part-time wages than budgeted.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$1,877 or 0.54% increase from the FY 13-14 year-end projection and \$1,684 or 0.48% increase over the FY 13-14 budget.
- The budget to budget increase results primarily from more part-time wages, partially offset by less contractual service and operating supply costs.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Cultural Arts	\$399,903	\$390,467	\$350,349	\$350,156	\$352,033

Cultural Arts Division

DEPARTMENT NUMBER: 775

Acct. No. Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) Salaries & Wages						
010 Administrative & Clerical	117,699	118,441	118,897	118,897	118,897	118,897
038 Part-time	20,627	23,810	25,395	36,220	38,425	38,425
106 Sick & Vacation	3,100	3,122	2,030	3,630	3,630	3,630
112 Overtime	782	1,653	50	12	0	0
200 Social Security	10,869	11,654	11,433	12,477	12,583	12,583
250 Blue Cross/Optical/Dental	22,872	21,385	22,839	22,839	23,119	23,119
275 Life Insurance	154	182	184	184	184	184
305 Pension - DB	26,127	28,011	0	0	0	0
308 Post Retirement Healthcare	16,190	18,975	0	0	0	0
325 Longevity	2,790	2,929	3,076	3,076	3,538	3,538
350 Worker's Compensation	1,505	1,053	2,175	2,306	2,337	2,337
Category Total	<u>222,715</u>	<u>231,215</u>	<u>186,079</u>	<u>199,641</u>	<u>202,713</u>	<u>202,713</u>
(740) Operating Supplies						
008 Supplies	7,122	9,363	23,985	22,415	21,100	21,100
010 Special Functions	31,596	29,242	30,260	30,160	29,710	29,710
Category Total	<u>38,718</u>	<u>38,605</u>	<u>54,245</u>	<u>52,575</u>	<u>50,810</u>	<u>50,810</u>
(801) Professional & Contractual						
002 Memberships & Licenses	0	70	0	90	660	660
042 Mileage Reimbursement	0	0	175	0	0	0
066 Contractual Services	138,470	120,577	109,850	97,850	97,850	97,850
Category Total	<u>138,470</u>	<u>120,647</u>	<u>110,025</u>	<u>97,940</u>	<u>98,510</u>	<u>98,510</u>
Total Cultural Arts	<u>399,903</u>	<u>390,467</u>	<u>350,349</u>	<u>350,156</u>	<u>352,033</u>	<u>352,033</u>

GOLF DIVISION

The beautiful, 175 acre Farmington Hills Golf Club was established in 2002. Renovation was completed in 2005 with all 18 holes open for play. The Golf Club, located at 11 Mile and Halsted, presents one of the best golfing venues in the area. The Golf Club offers 18 championship holes, measuring 6,413 yards. A 32 station driving range, located in the middle of the front nine, is very accessible from the parking lot. A tunnel connects two distinctively different nines, each offering remarkable beauty and character with bent grass tees, fairways, and greens. The full service clubhouse offers dining, a pro shop, outdoor patio and wonderful views of the course.

In spite of a weak economy the number of rounds played per year is holding steady, except for weather related fluctuations. This further serves to verify the excellent reputation that the golf course and driving range have achieved since the renovation.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Continue to add and maintain new tree plantings and site amenities to enhance the future ambience of the property. (6,13)
- Market the golf course and driving range to expand revenues and maximize exposure for the facility. (11)
- Continue comprehensive maintenance program to insure longevity and serviceability of golf cart fleet. (1,2)
- Continue to research the latest products available for turf maintenance to assure the best cost ratio and environmental sustainability. (1,2)
- In conjunction with the Planning Department pursue grants for tree replacement on the course. (6)

PERFORMANCE OBJECTIVES

- Perform extensive ground restoration adjoining new cart paths.
- Repair parking lot and walks around Clubhouse.
- Dredge pond near Hole 13 to restore irrigation water source.
- Rebuild Ladies Tee on Hole 6.
- Continue removal of dead trees and replacement with native species.

	Performance Indicators	FY 2012/13	FY 2013/14	FY 2014/15
		Actual	Projected	Estimated
Service Level	Total number of rounds	38,733	39,000	39,000
	Resident	28,214	27,750	27,750
	Non-Resident	10,559	10,250	10,250
	9/18 Holes Weekdays	27,664	26,980	26,980
	9/18 Holes Weekend	11,109	11,020	11,020
	Seniors 9/18 hole	13,178	13,000	13,000
Efficiency	Total Revenue	\$955,559	\$1,000,000	\$1,000,000
	Cost for 9 holes of golf (weekday resident)	\$15.00	\$15.00	\$15.00
	Activity Expenditures as a % of General Fund	1.54%	1.38%	1.36%

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
(780)	GOLF COURSE				
(010)	Salaries & Wages				
	Golf Supervisor	1	1	1	1
	Laborer II	1	1	1	1
	Total	2	2	2	2
(038)	Part Time (FTE)	10.50	11.17	11.01	11.01
	GOLF COURSE TOTAL	12.50	13.17	13.01	13.01

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$1,963 or 0.3% increase over the current budget and adopted budget.
- The increase results from projected more personnel and operating supply costs than budgeted, partially offset by projected less professional and contractual costs than budgeted.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$7,662 or 1.08% increase from the FY 13-14 year-end projection and \$9,625 or 1.4% increase over the FY 13-14 budget.
- The budget to budget increase results primarily from increased general supplies, fertilizer and insect control and utilities.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Golf	\$764,771	\$743,832	\$706,437	\$708,400	\$716,062

Golf Division

DEPARTMENT NUMBER: 780

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) Salaries & Wages							
010	Salaries & Wages	99,088	98,517	99,100	99,100	99,101	99,101
038	Part-time	253,863	217,859	226,990	222,540	225,090	225,090
106	Sick & Vacation	5,425	5,908	5,013	5,013	5,013	5,013
112	Overtime	23,558	20,998	20,000	25,000	20,000	20,000
200	Social Security	29,540	26,580	27,140	27,581	27,028	27,028
250	Blue Cross/Optical/Dental	22,970	21,263	22,839	22,735	23,119	23,119
275	Life Insurance	154	182	184	184	184	184
305	Pension - DB	21,761	23,516	0	0	0	0
308	Post Retirement Healthcare	13,484	15,930	0	0	0	0
325	Longevity	3,334	3,678	3,678	3,678	4,099	4,099
350	Worker's Compensation	3,049	1,758	3,520	3,460	3,436	3,436
	Category Total	<u>476,226</u>	<u>436,189</u>	<u>408,464</u>	<u>409,291</u>	<u>407,070</u>	<u>407,070</u>
(740) Operating Supplies							
001	Gas & Oil	19,993	15,518	22,526	22,005	22,076	22,076
008	Supplies	32,764	37,423	30,045	34,045	34,045	34,045
009	Golf Pro Shop Merchandise	31,063	43,555	30,000	30,000	30,000	30,000
014	Fertilizer & Insect Control	49,750	50,481	48,900	48,900	52,700	52,700
019	Uniforms	2,682	2,105	3,549	3,549	3,588	3,588
	Category Total	<u>136,252</u>	<u>149,082</u>	<u>135,020</u>	<u>138,499</u>	<u>142,409</u>	<u>142,409</u>
(801) Professional & Contractual							
001	Conferences & Workshops	30	0	0	0	0	0
002	Memberships & Licenses	909	2,543	1,370	1,495	1,420	1,420
005	Fleet Insurance	800	335	330	330	363	363
006	Vehicle Maintenance	305	735	2,100	2,000	2,000	2,000
007	Equipment Maintenance	23,843	22,852	25,000	25,000	25,000	25,000
013	Education & Training	0	0	200	0	200	200
024	Printing Costs	1,546	1,782	3,500	2,500	3,000	3,000
025	Utilities	66,069	80,757	78,500	78,850	82,610	82,610
027	Radio Equipment Maint.	0	0	500	200	500	500
029	Maintenance & Repairs	5,874	9,168	6,000	5,000	6,000	6,000
056	Refuse Dumpster	2,571	3,429	3,653	3,435	3,690	3,690
066	Contractual Services	50,346	36,960	41,800	41,800	41,800	41,800
	Category Total	<u>152,293</u>	<u>158,561</u>	<u>162,953</u>	<u>160,610</u>	<u>166,583</u>	<u>166,583</u>
GOLF TOTAL		<u>764,771</u>	<u>743,832</u>	<u>706,437</u>	<u>708,400</u>	<u>716,062</u>	<u>716,062</u>

RECREATION DIVISION

The Recreation Division continued to maintain a strong presence in the community in 2013 with high participation numbers in several areas. The Recreation Division continues to focus on special events, camps, fitness programs, classes, nature programs and the development of new programs for people of all ages, abilities and interests. The Recreation Division continued to maintain partnerships with area businesses through receiving funding and volunteerism.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Expand/support current programs. (1)
- Continue successful identification and implementation of new revenue producing programs. (2,6)
- Perform annual review of existing programs to continue, modify, eliminate or replace. (2,6)
- Continue developing sponsorships & partnerships. (2)
- Utilize available marketing resources. (2)
- Continue to develop facilities and amenities to meet the needs of residents. (6)

PERFORMANCE OBJECTIVES

- Creation of 20 new programs
- Creation of 15 new sponsorships/partnerships.
- Increase number of participants.
- Market programs via social media and on line.
- Maintain revenues and expenditures to have balanced budget for Division.

Service Level	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
	Total participation hours	302,900	303,200	303,500
Recreation programs offered	2,610	2,630	2,650	
Number of people participating in programs	24,600	24,900	25,200	
Number of new programs created	20	20	20	
Number of athletic field reservations	5,000	5,000	5,000	
Volunteer hours donated	6,500	6,800	6,500	
Efficiency	Activity Expenditures as a % of General Fund	0.95%	0.86%	0.85%

Recreation Division

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$3,762 or 0.84% decrease from the current budget and adopted budget.
- The decrease results from the net of a variety of projected increases and decreases.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$1,197 or 0.27% increase from the FY 13-14 year-end projection and \$2,565 or 0.57% decrease from the FY 13-14 budget.
- The budget to budget decrease results primarily from the net of a variety of program increases and decreases.

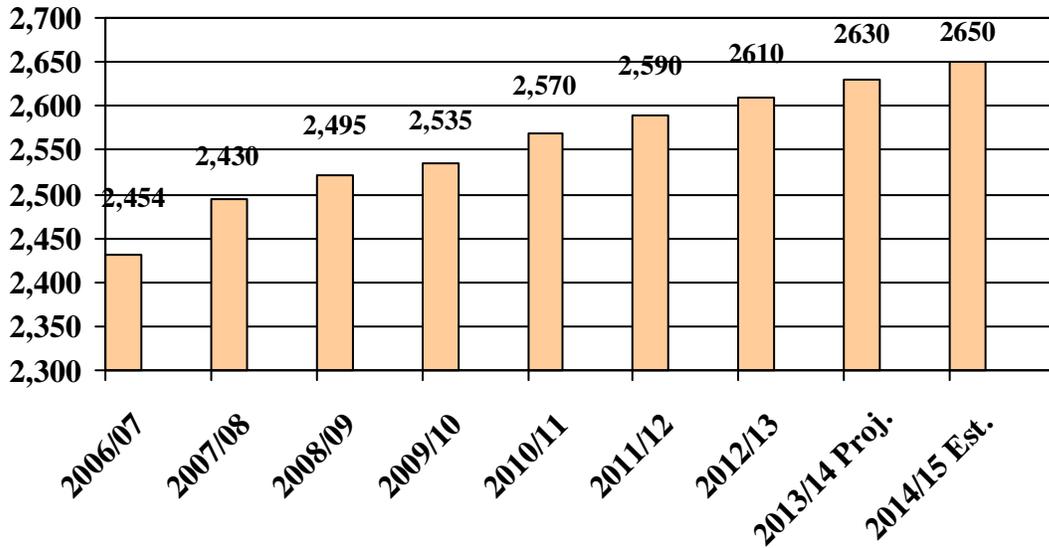
	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Recreation	\$484,607	\$455,881	\$448,379	\$444,617	\$445,814

DEPARTMENT NUMBER: 785

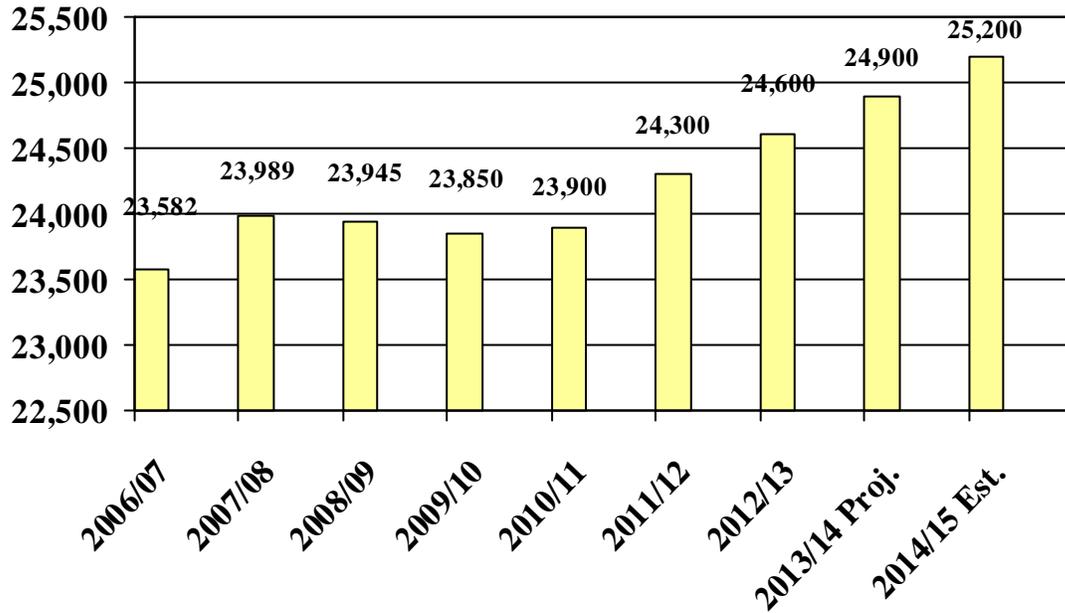
Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
<u>(965) RECREATION PROGRAMS</u>							
001	Over & Short	398	158	0	0	0	0
041	Swimming	129,996	114,042	116,994	123,410	119,000	119,000
045	After School Recreation	18,411	21,569	15,168	15,912	15,168	15,168
055	Day Camp	68,494	72,348	66,213	71,269	68,910	68,910
057	Gym	36,373	37,306	32,017	25,005	29,917	29,917
060	Classes	39,632	35,459	39,681	32,218	36,243	36,243
065	Tennis Lessons	11,877	5,049	8,218	5,888	6,712	6,712
070	Golf	5,860	6,397	2,453	2,637	2,285	2,285
075	Softball	9,513	7,388	10,745	10,859	10,886	10,886
105	Special Events	32,009	27,020	28,193	26,251	26,106	26,106
110	Youth Soccer	12,564	11,581	12,770	12,088	12,770	12,770
120	Youth Basketball	15,932	16,314	15,302	18,923	19,042	19,042
170	Teen Programs	29,389	17,975	21,561	17,254	18,182	18,182
200	Social Security	17,406	17,355	17,266	17,100	17,100	17,100
208	Adult Chorus	7,127	6,313	7,700	7,158	7,700	7,700
212	Nature Study	13,501	21,476	15,461	15,714	16,484	16,484
216	Safety Town	6,699	5,111	7,246	7,253	7,918	7,918
218	Children's Travel	27,107	31,516	27,814	32,101	27,814	27,814
219	Sled Hill	0	0	258	258	258	258
350	Worker's Compensation	2,319	1,504	3,319	3,319	3,319	3,319
TOTAL REC. PROGRAMS		484,607	455,881	448,379	444,617	445,814	445,814

KEY DEPARTMENT TRENDS

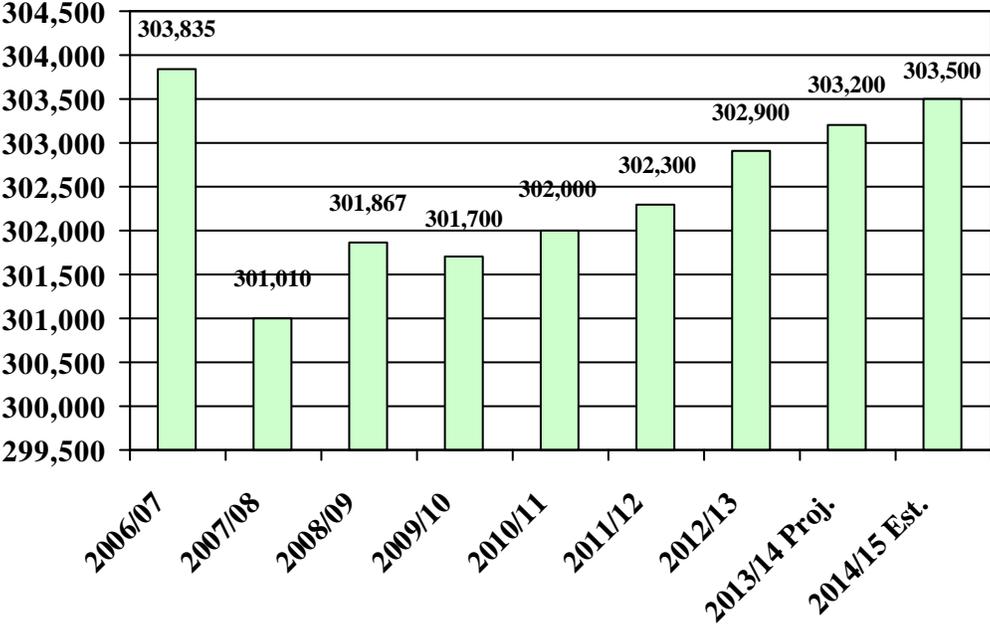
TOTAL PROGRAM ACTIVITIES



NUMBER OF PROGRAM ENROLLEES



PROGRAM PARTICIPATION HOURS



ICE ARENA DIVISION

MISSION STATEMENT: Provide the public of all ages with the best possible environment in which to enjoy ice skating and related activities.

On September 1, 1995, the City opened a 70,000 square foot Ice Arena facility containing two ice surfaces, seating capacity for 1,200, concession facilities, locker rooms, lockers, meeting rooms, administrative offices, and a pro-shop. The facility provides recreational and competitive skating for youth and adult hockey associations, public skating, instructional skating, figure skating, and general private contracted rentals. The facility was financed by \$6,000,000 in Limited Tax General Obligations Bonds approved by the voters.

The Farmington Hills Ice Arena is a division of the Special Services Department. The facility serves the community primarily through various ice skating activities. Additional services include: The Club 2nd Floor for middle school and high school youth, room rentals for various meetings and parties, snack bar concession operations both in the arena and at Founders Sports Park.

The following programs comprise the arena on-ice activities, serving the public of all ages:

- Learn-to-Skate Instructional Programs
- Youth Hockey Leagues
- Adult Hockey Leagues
- High School Hockey Teams
- Junior Hockey Teams
- Private Contract Ice time
- Figure Skating Club
- Synchronized Skating Teams
- High School Figure Skating Teams
- Public Open Skating Sessions
- Hockey Clinics and Schools
- Ice Soccer

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Utilize e-mail for booking ice time, registration receipts, confirmations, communications and promotion of programs and activities. (2)
- Utilize available means to promote and increase awareness of Arena programs and activities, including social networking. (6, 11)
- Implement and promote web-based registration for Arena programs through the city website. (2)
- Identify and implement new revenue producing programs and activities. (2)
- Work cooperatively with Recreation and Youth & Family Services to promote the After School Program and Club 2nd Floor. (2, 6)
- Continue collaboration and develop enhanced partnerships with user associations. (2, 6)
- Continue to provide the community with a first-class facility offering the best in programming and services at an affordable price. (1, 2, 6)
- Research and analyze current data from ice arenas around the country for benchmarks and best practices. (2, 6)

- Increase program enrollment by proactively promoting and marketing through specialized flyers, emails, mailing, and other various media forms. (2, 11)
- Utilize social media for publicizing, communications and promotion of programs and activities. (2)
- Upgrade outdated equipment to be more efficient, cost effective, and green for the environment. (10)
- Continue to explore opportunities presented by the Riley Skate Park near the Ice Arena, the baseball diamonds, and the soccer fields. (1, 2, 6)

PERFORMANCE OBJECTIVES

- Increase new skater registration in Arena programs and activities.
- Promote efficient and effective operations to provide the most affordable skating activities and programs.
- Provide the Youth Hockey Association activities and programs that meet the needs of both house and travel players to increase membership and participation.
- Aggressively market the use of ice rentals during the months of March through August to increase revenue during the off-season.
- Increase exposure of the Arena as a destination facility to the public thru events and tournaments.

Service Level	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
		Number of participants at open skate	19,000	18,500
	Learn to Skate Class Participation	1,050	1,025	1,000
Efficiency	Inside concession revenue	\$95,189	\$95,000	\$95,000
	Outside concession revenue	\$61,778	\$56,500	\$56,500
	Activity Expenditures as a % of General Fund	2.10%	1.86%	1.88%

STAFFING LEVELS

Title or Position	Authorized Positions		Requested Positions	Authorized Positions
	12/13 Budget	13/14 Budget	14/15 Budget	14/15 Budget
(720) ICE ARENA ADMINISTRATION				
(702) Salaries & Wages				
Ice Arena Manager	1	1	1	1
Arena Maintenance Supervisor	1	1	1	1
Ice arena Supervisor	0	0	1	1
Secretary	1	1	0	0
Total	3	3	3	3
(038) Part Time (FTE)	8.10	8.10	8.10	8.10
ADMINISTRATION TOTAL	11.10	11.10	11.10	11.10
(730) ICE ARENA CONCESSION STAND				
(702) Salaries & Wages				
(038) Part Time (FTE)	3.03	3.03	3.03	3.03
CONCESSION STAND TOTAL	3.03	3.03	3.03	3.03
ICE ARENA TOTAL	14.13	14.13	14.13	14.13

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$16,590 or 1.7% decrease from the current budget and adopted budget.
- The decrease results primarily from projected less salaries and wages than budgeted.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$33,026 or 3.45% increase from the FY 13-14 year-end projection and \$16,436 or 1.7% increase over the FY 13-14 budget.
- The budget to budget increase results from more health insurance and pension costs.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Ice Arena	\$1,025,109	\$1,008,873	\$973,825	\$957,235	\$990,261

DEPARTMENT NUMBER: 790

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(702) Admin. Salaries & Wages							
010	Administrative & Clerical	151,210	151,537	152,120	134,000	152,640	152,640
038	Part-time	160,369	160,264	170,246	170,246	170,246	170,246
106	Sick & Vacation	2,005	2,099	2,500	2,500	2,500	2,500
112	Overtime	1,585	340	1,500	1,500	1,500	1,500
200	Social Security	24,303	24,044	25,443	24,100	25,508	25,508
250	Blue Cross/Optical/Dental	46,617	34,457	41,598	43,261	51,904	51,904
275	Life Insurance	410	466	469	443	606	606
300	Pension - DC	0	0	0	1,965	5,788	5,788
305	Pension - DB	33,785	36,189	0	0	0	0
308	Post Retirement Healthcare	20,934	24,515	0	0	0	0
325	Longevity	5,564	5,607	6,214	5,792	6,560	6,560
350	Worker's Compensation	2,041	1,280	2,733	2,426	2,601	2,601
	Category Total	448,823	440,798	402,823	386,233	419,853	419,853
(703) Concession Salaries & Wages							
038	Part-time	48,433	46,052	46,620	46,620	46,620	46,620
112	Overtime	0	26	350	350	350	350
200	Social Security	3,705	3,525	3,595	3,595	3,595	3,595
350	Worker's Compensation	292	175	407	407	393	393
	Category Total	52,430	49,778	50,972	50,972	50,958	50,958
(740) Operating Supplies							
001	Gas & Oil	1,185	1,008	1,750	1,700	1,750	1,750
002	Books & Subscriptions	0	230	150	200	150	150
008	Supplies	101,338	96,765	95,580	95,580	95,580	95,580
019	Uniforms & Cleaning	1,288	1,228	850	850	850	850
030	Miscellaneous Tools	0	100	100	100	100	100
035	Bank Credit Card Charges	4,392	5,629	4,500	4,500	4,500	4,500
040	Over & Short	(19)	(4)	0	0	0	0
	Category Total	108,184	104,956	102,930	102,930	102,930	102,930
(801) Professional & Contractual							
002	Memberships & Licenses	6,412	4,763	5,000	5,000	5,000	5,000
006	Vehicle Maintenance	447	25	0	0	0	0
007	Office Equip. Maintenance	1,962	4,380	4,500	4,500	4,500	4,500
008	Arena Equip. Maintenance	10,151	10,515	11,000	11,000	11,000	11,000
013	Education & Training	0	0	300	300	300	300
024	Printing Costs	1,011	3,217	4,000	4,000	4,000	4,000
025	Utilities	305,014	300,925	297,500	297,500	296,920	296,920
029	Building Maintenance	50,659	40,728	45,500	45,500	45,500	45,500
066	Contract Services	40,016	48,288	48,800	48,800	48,800	48,800
068	Non-Ice Activities	0	500	500	500	500	500
	Category Total	415,672	413,341	417,100	417,100	416,520	416,520
TOTAL		1,025,109	1,008,873	973,825	957,235	990,261	990,261

SPECIAL REVENUE FUNDS

Special Revenue Funds are maintained to account for specific revenue sources that are legally restricted to expenditures for specific functions or activities. The legal restrictions are imposed by State Statute or Constitution, City Council Resolution or action of the City's electorate through the approval of special dedicated millages.

Funds budgeted in this group can be categorized as follows:

Infrastructure –

Major and Local Road Funds are restricted by State Statute to finance the maintenance and construction of the major and local street system. Funds are derived from State levied and collected gas taxes and vehicle registration fees shared with local units of government.

The Deferred Special Assessment Fund was established by City Council to provide interim financing of special assessment installments for citizens who are not eligible for State Programs but meet criteria for the City's deferment program.

Recreation –

The Parks Millage Fund provides for the accounting and budgeting of up to \$0.5000 Mill (\$0.5000 per \$1,000 of Taxable Value). The initial millage was approved in June of 1986. These funds are dedicated to the acquisition, development and equipping of parks and recreational and cultural facilities in the City, as well as supporting the senior program. The initial millage expired June 30, 2009. Voters approved a 10-year renewal in August 2008. It will expire on June 2019.

The Nutrition Grant Fund for meals and services to seniors is financed primarily by Federal Grants.

Public Safety –

The Public Safety Millage Fund was established to account for up to a \$1 Mill (\$1.00 per \$1,000 of Taxable Value) levy approved by the electorate of the City on November 7, 1995. This millage is to be utilized to expand Police and Fire staffs, construct a central fire station, and acquire equipment and technology for the Police and Fire services. The millage was renewed on November 4, 2003 for a ten year period beginning July 2006. Up to an additional 0.5 mill was also approved. The renewed millage became effective with the July 2006 levy. An additional 1.7 mill was approved in 2011, effective July 2012 for ten years.

The Police Forfeiture Funds into which all monies seized in arrests for illegal drug activities are deposited.

Grants -

Community Development Block Grant for assistance to low and moderate income individuals for housing rehabilitation work and for capital improvements in eligible areas. The grant funds come from the U.S. Department of Housing and Urban Development (HUD)

Special Revenue Funds

Revenue

The primary revenue sources for major Special Revenue Funds are summarized in the following paragraphs:

Road Funds

Sales tax on gasoline use, diesel fuel, driver's license fees, and vehicle registration fees are collected at the State level and are the funding mechanism for the construction and maintenance of municipal roads. These State revenues are shared with the City based on miles of roads and population. Projections are based on estimates prepared by the Michigan Department of Transportation. These revenues can be leveraged with Federal and State grants and locally assessed Special Assessments to benefiting properties. In July 1997, the State Legislature increased the gas tax by 4 cents per gallon. The revenues generated by the additional four cents per gallon are to be distributed to the following formula: one cent to the critical bridge fund for state projects only; three cents through the current Act 51 distribution formula.

Voted Millage

The electorate of the community has approved two special millages:

- 0.5000 Mill (\$0.5000 per \$1,000 Taxable Value) for parks acquisition and development.
- One Mill (\$1.000 per \$1,000 Taxable Value) for Police and Fire Public Safety approved for 10 years on November 7, 1995. The millage was renewed on November 4, 2003 and includes a .5 mill increase. It became effective with the July, 2006 levy. An additional 1.7 mills was approved in 2011, effective July 2012 for ten years.

These millages have been reduced and capped per the cumulative impact of the Headlee Millage Reduction Factor Calculation. The revenue generated from these millages is calculated by multiplying the Taxable Values by the Millage rate and reducing the figure for estimated delinquent taxes.

Other revenue sources include bonds and grants.

SPECIAL REVENUE FUNDS SUMMARY

	Total Infrastructure Funds	Total Recreation Funds	Public Safety Funds	C.D.B.G Fund #275	Total Special Revenue Funds
FUND BALANCE AT JULY 1, 2014	3,046,511	522,486	3,871,473	0	7,440,470
REVENUES					
Property Taxes	0	1,480,061	9,629,796	0	11,109,857
Intergovernmental	6,775,527	244,226	0	316,885	7,336,638
Interest Income	1,325	2,000	5,200	0	8,525
Special Assessments	0	0	0	0	0
Miscellaneous	150	157,782	0	35,000	192,932
Total Revenues	6,777,002	1,884,069	9,634,996	351,885	18,647,952
EXPENDITURES					
Highways & Streets	12,804,951	0	0	0	12,804,951
Public Safety	0	0	10,157,286	0	10,157,286
Debt Service	0	0	0	0	0
Land Acquisition, Capital Improvements and Other	300	586,308	31,450	198,975	817,033
Total Expenditures	12,805,251	586,308	10,188,736	198,975	23,779,270
Revenues over/(under) Expenditures	(6,028,249)	1,297,761	(553,740)	152,910	(5,131,318)
OTHER FINANCING SOURCES AND USES					
Bond Proceeds	580,146	0	0	0	580,146
Transfers In	3,143,084	0	0	0	3,143,084
Transfers Out	(225,000)	(1,457,850)	0	(152,910)	(1,835,760)
Total	3,498,230	(1,457,850)	0	(152,910)	1,887,470
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(2,530,019)	(160,089)	(553,740)	0	(3,243,848)
FUND BALANCE AT JUNE 30, 2015	516,492	362,397	3,317,732	0	4,196,621

<p>SPECIAL REVENUE FUNDS INFRASTRUCTURE FUNDS SUMMARY</p>
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	Major Roads Fund #202	Local Roads Fund #203	Deferred Special Assessment Fund #255	Total Infrastructure Funds
FUND BALANCE AT JULY 1, 2014	2,486,280	507,838	52,393	3,046,511
REVENUES				
Intergovernmental	5,205,163	1,570,365	0	6,775,527
Interest Income	1,100	200	25	1,325
Special Assessments	0	0	0	0
Miscellaneous	150	0	0	150
Total Revenues	5,206,413	1,570,565	25	6,777,002
EXPENDITURES				
Highways & Streets	7,317,692	5,487,259	0	12,804,951
Public Safety	0	0	0	0
Debt Service	0	0	0	0
Land Acquisition, Capital Improvements and Other	0	0	300	300
Total Expenditures	7,317,692	5,487,259	300	12,805,251
Revenues over/(under) Expenditures	(2,111,280)	(3,916,695)	(275)	(6,028,249)
OTHER FINANCING SOURCES AND USES				
Bond Proceeds	0	580,146	0	580,146
Transfers In	75,000	3,068,084	0	3,143,084
Transfers Out	(225,000)	0	0	(225,000)
	(150,000)	3,648,230	0	3,498,230
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(2,261,280)	(268,465)	(275)	(2,530,019)
FUND BALANCE AT JUNE 30, 2015	225,000	239,374	52,118	516,492

SPECIAL REVENUE FUNDS RECREATION FUNDS SUMMARY

	Nutrition Fund #281	Parks & Recreation Millage Fund #410	Total Recreation Funds
FUND BALANCE AT JULY 1, 2014	0	522,486	522,486
REVENUES			
Property Taxes	0	1,480,061	1,480,061
Intergovernmental	244,226	0	244,226
Interest Income	0	2,000	2,000
Miscellaneous	157,782	0	157,782
Total Revenues	402,008	1,482,061	1,884,069
EXPENDITURES			
Land Acquisition, Capital Improvements and Other	402,008	184,300	586,308
Total Expenditures	402,008	184,300	586,308
Revenues over/(under) Expenditures	0	1,297,761	1,297,761
OTHER FINANCING SOURCES AND USES			
Transfers Out	0	(1,457,850)	(1,457,850)
Total	0	(1,457,850)	(1,457,850)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	(160,089)	(160,089)
FUND BALANCE AT JUNE 30, 2015	0	362,397	362,397

SPECIAL REVENUE FUNDS PUBLIC SAFETY SUMMARY
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	Public Safety Fund #205	Federal Forfeiture Fund #213	State Forfeiture Fund #214	Total Public Safety Funds
FUND BALANCE AT JULY 1, 2014	3,216,571	551,570	103,332	3,871,473
REVENUES				
Property Taxes	9,629,796	0	0	9,629,796
Interest Income	5,200	0	0	5,200
Total Revenues	9,634,996	0	0	9,634,996
EXPENDITURES				
Public Safety	9,600,016	455,270	102,000	10,157,286
Land Acquisition, Capital Improvements and Other	31,450	0	0	31,450
Total Expenditures	9,631,466	455,270	102,000	10,188,736
Revenues over/(under) Expenditures	3,530	(455,270)	(102,000)	(553,740)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	3,530	(455,270)	(102,000)	(553,740)
FUND BALANCE AT JUNE 30, 2015	3,220,100	96,300	1,332	3,317,732

MAJOR ROADS

Ensuring safe driving conditions is the primary objective of the street maintenance program. Maintaining the aesthetic quality of Farmington Hills' street network is also a high priority. In order to meet these objectives, routine maintenance of the City's approximately 58-mile major road system includes pavement patching and replacement, shoulder grading, litter control, roadside mowing, landscaping, forestry services, storm drain maintenance, street sweeping, ditching, sign installation and repair, snow/ice control, and a variety of emergency activities.

The DPW supplements the work performed by the staff with the services of private contractors. Contracted programs include: pavement striping and marking, crack sealing, catch basin cleaning, forestry services, landscape maintenance, signal maintenance, guardrail replacement, and street sweeping.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Improve the safety of motorized and non-motorized travel. (3,12,13)
- Improve snow and ice control services while reducing costs. (10,12,13)
- Extend the service life of the major road infrastructure by implementing industry Best Management Practices for asset management. (2,12,13)
- Improve the efficiency of road maintenance services. (1)
- Utilize the Pavement Management System to improve the efficiency of road maintenance operations and planning. (2,13)
- Fulfill National Pollutant Discharge Elimination System (NPDES) permit requirements. (9,10,12)
- Improve storm drain maintenance services-reduce frequency and severity of roadway flooding and icing. (10,12,13)

PERFORMANCE OBJECTIVES

- Improve street safety by replacing deteriorating pavement and repairing/replacing infrastructure that has reached the end of its useful life.
- Improve effectiveness of street signs by utilizing state-of-the-art reflective sign sheeting materials.
- Fulfill NPDES mandate, adopt Best Management (maintenance) Practices.
- Improve cost effectiveness of road maintenance activities by using Best Maintenance Practices of the industry and continually searching for new and improved products and methods.

Major Roads

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	Pothole Patching - tons of cold patch	95	160	110
	Pavement Replacement —tons of asphalt	1,400	1,630	1,600
	Pavement Replacement - yards of 8” concrete	3,200	3,400	3,300
	Joint Sealing – lineal feet	41,500	41,000	43,000
	Sweeping – curb miles	400	400	400
	Snow/Ice Control – tons of salt	3,200	8,700	6,500
	Storm Drain Structure Repairs – each	20	25	25
	Ditching – lineal feet	3,750	3,900	3,900
	Traffic Counts - approaches	101	120	120
	Roadside Cleanup – roadside miles	1,050	1,700	1,400
	Roadside Mowing – swath mile (5 ft. wide cut)	150	180	180
	Lawn Mowing – acres	850	860	860
	Sign Install/Repair – each	320	330	320
	Efficiency	Maintenance cost/major road mile	56,300	56,100
Miles per Road Maintenance personnel.		3.1	3.1	3.1
Major Road mileage		58	58	58

REVENUE/OTHER FINANCING SOURCES

All Major Road funds are restricted by state statute to finance the maintenance and construction of the major street system.

Gas & Weight Tax (Act 51) - Comes from state levied and collected gas taxes, drivers license and vehicle registration fees and are shared with local units of government based on population, miles and classification of road types. Gas & Weight Tax revenue, which comprises approximately 54% of the resources needed to fund the Major Road Fund, is projected to increase 8% in 14/15 based on State estimates, including additional one-time funding.

Build Michigan Program Revenue - This is money from the Michigan Department of Transportation for road and bridge infrastructure improvements. It has remained relatively consistent over the years.

METRO Act Franchise Fees – This is an annual maintenance fee assessed on all telecommunications providers operating in the City’s Right-of-Way (R.O.W.). The fee which is collected by the State and distributed to the City once each year, is five cents per linear foot of public right-of-way used. The fees collected can only be used for City right-of-way purposes.

Other Government Contributions - This source of revenue is primarily from Oakland County for jointly funded Road Projects.

Federal/State Grants - These Grants pay for Road Infrastructure Projects.

Miscellaneous Income – Minimal revenue projected in 14/15.

Interest on Investments – Minimal revenue projected for 14/15.

EXPENDITURES/OTHER FINANCING USES

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$1,311,534 or 20% decrease from the current budget.
- The decrease results primarily from approximately \$1,303,000 less construction project expenditures than budget from various projects, and a net approximate \$16,000 reduction in operational expenditures than budgeted. Increased winter maintenance and pavement marking costs were offset by favorable bid pricing and less emergencies in routine maintenance activities and staff improvements from the record keeping software.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$2,585,803 or 51% increase from the FY 13/14 year-end projection and \$1,274,269 or 20% increase from the FY 13/14 current budget.
- The budget to budget increase results primarily from approximately \$963,000 more construction project expenditures, \$140,000 more routine maintenance expenditures, \$29,000 more traffic service expenditures, \$107,000 more winter maintenance expenditures, and \$35,000 more administrative expenditures from the bond financing costs.
- Fund Balance is projected to be \$0 at June 30, 2015.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Major Road Fund	\$4,239,981	\$4,300,031	\$6,418,423	\$5,106,889	\$7,692,692

Major Roads

FUND NUMBER: 202

Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
FUND BALANCE AT JULY 1	2,708,619	2,833,635	2,941,501	2,941,501	2,486,280	2,486,280
REVENUES						
Intergovernmental Revenues						
Gas & Weight Tax (Act 51)	3,681,646	3,706,787	3,807,417	3,854,557	4,145,415	4,145,415
Build Michigan Program Revenue	132,951	133,040	133,000	132,898	133,000	133,000
Metro Act Franchise	247,856	252,822	253,200	253,200	251,484	251,484
Other Government (County, etc.)	79,352	24,127	83,000	20,667	181,913	181,913
Federal/State Grants	219,363	279,993	875,643	389,218	493,351	493,351
Total Intergovernmental Revenues	4,361,168	4,396,769	5,152,260	4,650,540	5,205,163	5,205,163
Miscellaneous Income	2,185	9,743	1,000	128	150	150
Interest on Investments	1,644	1,385	1,600	1,000	1,100	1,100
Total Other Revenues	3,829	11,128	2,600	1,128	1,250	1,250
TOTAL REVENUES	4,364,997	4,407,897	5,154,860	4,651,668	5,206,413	5,206,413
OTHER FINANCING SOURCES						
Contributions from other Funds:						
General Fund	0	0	0	0	0	75,000
TOTAL OTHER FINANCING SOURCES	0	0	0	0	0	75,000
TOTAL REVENUES AND OTHER FINANCING SOURCES	4,364,997	4,407,897	5,154,860	4,651,668	5,206,413	5,281,413

Major Roads

FUND NUMBER: 202

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
EXPENDITURES							
(451) CONSTRUCTION							
	Category Total	395,741	1,074,314	2,568,108	1,265,080	3,531,074	3,531,074
(463) ROUTINE MAINTENANCE							
011	Surface Maint - Labor	392,639	451,505	403,357	422,731	436,886	436,886
012	Surface Maint - Equip Rent	194,900	224,996	245,000	245,000	243,000	243,000
013	Surface Maint - Materials	24,493	6,862	41,800	50,000	65,000	65,000
014	Joint Sealing Program	98,773	127,425	150,000	165,000	200,000	275,000
015	Pavement Replacement	639,950	360,881	481,049	370,000	472,252	472,252
016	Surface Maint - Contract	15,919	16,231	54,000	45,000	50,000	50,000
021	Guard Rails - Labor	8,577	9,848	8,830	9,254	9,564	9,564
022	Guard Rails - Equip Rent	1,700	1,999	2,000	2,000	2,000	2,000
023	Guard Rails - Materials	3,668	20	2,000	2,000	2,000	2,000
024	Guard Rails - Contract	31,065	0	40,000	42,000	42,000	42,000
031	Sweep & Flush - Labor	19,060	19,695	17,559	18,402	19,019	19,019
032	Sweep & Flush - Equip Rent	25,000	40,001	35,500	35,500	35,500	35,500
033	Sweep & Flush - Materials	0	0	2,000	2,000	2,000	2,000
034	Sweep & Flush - Contract	16,467	23,010	25,000	25,000	25,000	25,000
041	Shoulder Maint - Labor	38,120	19,693	17,559	18,402	19,019	19,019
042	Shoulder Maint - Equip Rent	33,000	29,999	25,400	25,400	25,400	25,400
051	Forestry Maint - Labor	76,622	78,685	70,337	73,715	76,184	76,184
052	Forestry Maint - Equip Rent	36,900	37,999	40,600	40,600	40,600	40,600
054	Forestry Maint - Contract	86,091	70,208	80,000	86,000	86,000	86,000
061	Drain Structures - Labor	26,208	19,695	17,559	18,402	19,019	19,019
062	Drain Structures - Equip	18,600	14,003	10,200	10,200	15,200	15,200
063	Drain Structures - Mat	211	1,215	2,000	3,000	3,000	3,000
064	Drain Structures - Contract	29,200	19,558	71,897	71,500	56,000	56,000
071	Ditching & Bk Slope - Labor	57,180	59,083	52,778	55,313	57,165	57,165
072	Ditching & Bk Slope - Equip	45,028	35,000	25,400	25,400	27,000	27,000
073	Ditching & Bk Slope - Mat	1,408	2,506	5,000	6,000	6,500	6,500
081	Road Cleanup - Labor	15,248	19,695	17,559	18,402	19,019	19,019
082	Road Cleanup - Equip Rent	12,000	11,320	10,200	10,200	10,200	10,200
083	Road Cleanup - Materials	240	0	0	0	0	0
091	Grass/Weed - Labor	23,825	59,083	47,761	50,055	51,731	51,731
092	Grass/Weed - Equip Rental	15,000	18,000	20,300	20,300	20,300	20,300
093	Grass/Weed - Materials	3,235	804	2,000	3,000	3,000	3,000
094	Grass/Weed - Contract	230,280	245,711	250,000	275,000	275,000	275,000
	Category Total	2,220,607	2,024,730	2,274,645	2,244,776	2,414,558	2,489,558

Major Roads

FUND NUMBER: 202

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(474) TRAFFIC SERVICES - MAINT.							
011	Sign Maint - Labor	93,395	109,741	96,725	101,371	104,765	104,765
012	Sign Maint - Equip Rent	13,500	15,013	15,200	15,200	15,200	15,200
013	Sign Maint - Materials	12,490	15,040	15,000	15,000	15,000	15,000
024	Signal Maint - Contract	166,136	135,107	145,000	145,000	145,000	145,000
031	Pavement Striping - Labor	1,906	1,892	2,007	2,103	2,174	2,174
032	Pavement Striping - Equip	1,000	1,001	1,000	1,000	1,000	1,000
033	Pavement Striping - Mat.	0	0	1,000	1,000	1,000	1,000
034	Pavement Striping - Contract	234,589	144,169	160,000	175,000	180,000	180,000
041	Traffic Count - Labor	10,483	14,960	12,843	13,460	13,911	13,911
042	Traffic Count - Equip Rent	3,600	5,501	5,500	5,500	5,500	5,500
043	Traffic Counts - Other	1,191	0	2,000	1,500	1,500	1,500
050	Overhead Lighting			0	2,000	0	0
	Category Total	<u>538,290</u>	<u>442,424</u>	<u>456,275</u>	<u>478,134</u>	<u>485,050</u>	<u>485,050</u>
(478) WINTER MAINTENANCE							
001	Snow/Ice Control - Labor	133,421	119,304	114,285	119,774	123,785	123,785
002	Snow/Ice Control - Equip	87,000	88,347	71,100	71,100	85,000	85,000
003	Snow/Ice Control - Mat	287,480	51,393	346,510	380,000	430,000	430,000
	Category Total	<u>507,901</u>	<u>259,044</u>	<u>531,895</u>	<u>570,874</u>	<u>638,785</u>	<u>638,785</u>
(482) ADMIN., RECORDS, ENGINEERING							
001	Admin., Records, Eng.	91,131	10,310	89,875	50,000	50,000	50,000
002	Traffic Improvement Assoc.	25,200	25,300	25,500	25,900	26,100	26,100
003	Pavement Management update	11,111	13,909	12,000	12,000	87,000	87,000
021	Audit Fees	0	0	10,125	10,125	10,125	10,125
	Category Total	<u>127,442</u>	<u>49,519</u>	<u>137,500</u>	<u>98,025</u>	<u>173,225</u>	<u>173,225</u>
	TOTAL EXPENDITURES	3,789,981	3,850,031	5,968,423	4,656,889	7,242,692	7,317,692
(485) OTHER FINANCING USES							
	Contributions to other Funds:						
001	Local Roads	450,000	450,000	450,000	450,000	450,000	225,000
	TOTAL OTHER FINANCING USES	<u>450,000</u>	<u>450,000</u>	<u>450,000</u>	<u>450,000</u>	<u>450,000</u>	<u>225,000</u>
TOTAL EXPENDITURES AND OTHER FINANCING USES		4,239,981	4,300,031	6,418,423	5,106,889	7,692,692	7,542,692
	Revenues over/(under) Expenditures	125,016	107,866	(1,263,563)	(455,221)	(2,486,280)	(2,261,280)
	FUND BALANCE AT JUNE 30	2,833,635	2,941,501	1,677,938	2,486,280	0	225,000
	Fund Balance as a % of Total Expenditures and Other Financing Uses	66.83%	68.41%	26.14%	48.68%	0.00%	2.98%

Major Roads

MAJOR ROAD CONSTRUCTION DETAIL

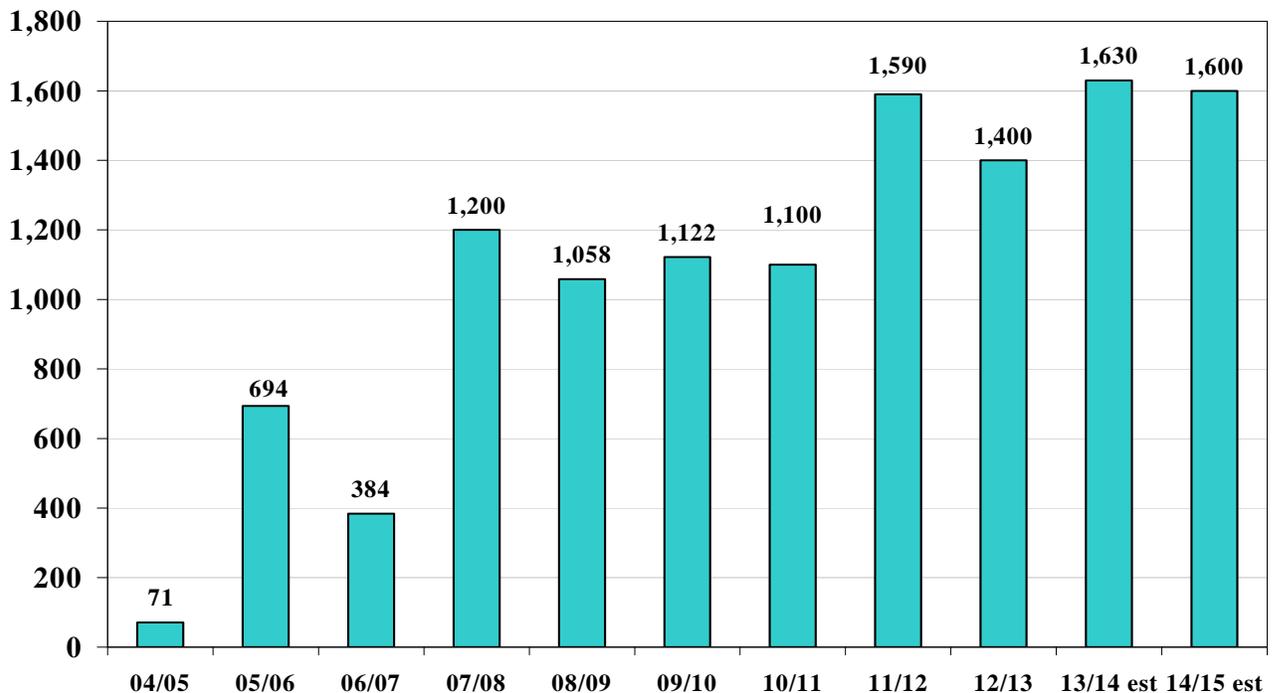
PROJECTS	Total Cost	To Be Expended in 13/14						Portion of	
		Spent	Project				Fund	Other	Remaining
		Through 6/30/2013	Commitment Remaining	Act 51	Grants	Balance	Govt.	to be Spent in 2014/15	
2007/08									
14 Mile Rd (Drake to Farmington) - 125	162,301		1,000	1,000	0		0	0	
2008/09									
MDOT Bridge at Halsted & I-696 plus Orchard Lk Deck	1,282,962		10,000	10,000	0		0	0	
2009/2010									
Pedestrian Bridge @ I-696 and Harrison High - 121	32,942		1,000	1,000	0		0	0	
MDOT Bridge at Drake & I-696 - 119	18,015		2,000	2,000	0		0	0	
NW Hwy Connector Ph I (14/Farm Roundabout) - 122	328,785		5,000	5,000	0		0	0	
NW Hwy Connector Ph I (Remainder Phase 1)	892,000		892,000	0	0		0	892,000	
NW Hwy Connector Ph I (Remainder - ROW)	250,000		250,000					250,000	
14 Mile, Haggerty to Drake - 2012 - 131	615,763	585,502	30,261	30,261			0	0	
Grand River Ave, 10 Mile to Haggerty (ARRA)	307,265	277,265	30,000	30,000	0		0	0	
2012/2013									
Freedom Road, Drake to Hillview Ct - 138	291,454	78,532	212,922	147,328	65,594		0	0	
13 Mile Rehab, Orchard Lake to Middlebelt - 195	744,237	240,900	503,337	272,184	231,153		0	0	
Orchard Lake, 13-14 Mile PE Concept -184	155,000	57,440	97,560	-15,578	92,471		20,667	0	
2013/2014									
Farmington, 10 Mile to 11 Mile	957,831		957,831	86,000	0		0	871,831	
10 Mile, Farmington to Orchard Lake	893,538		893,538	118,000	0		0	775,538	
Farmington, 11 Mile to 12 Mile	822,205		822,205	100,000	0		0	722,205	
Orchard Lake & 13 Mile Safety Project (Signal/Peds)	16,500		16,500	16,500	0		0	0	
Grand River & Haggerty Safety Project (Signal/Peds)	8,500		8,500	8,500	0		0	0	
Hillel Day Triparty	51,000		51,000	0	0		0	51,000	
14 Mile at Halsted CMAQ SCATS Signal	12,000		12,000	12,000	0		0	0	
14 Mile at Drake CMAQ SCATS Signal	8,000		8,000	8,000	0		0	0	
Gill Road Fiberoptic School Sign	23,000		23,000	23,000	0		0	0	
			4,827,654	855,195	389,218	0	20,667	3,562,574	
Total Construction Projected 13/14			1,265,080						

Major Roads

PROJECTS	To Be Expended in 14/15						Portion of
	Project					Remaining	
	Commitment	Act 51	Grants	Fund	Other	Amount	
Remaining	Act 51	Grants	Balance	Govt.	in 15/16	to be Spent	
	Remaining	Act 51	Grants	Balance	Govt.	Beyond	
Carryover							
Farmington, 10 Mile to 11 Mile	957,831	871,831	0	151,375	720,456	0	0
10 Mile, Farmington to Orchard Lake	893,538	775,538	424,381	169,244	0	181,913	0
Farmington, 11 Mile to 12 Mile	822,205	722,205	361,929	172,732	187,544	0	0
Hillel Day Triparty	51,000	51,000	51,000	0	0	0	0
NW Hwy Connector Ph I (Remainder Phase 1)	892,000	892,000	0	0	892,000	0	0
NW Hwy Connector Ph 1 (Remainder - ROW)	250,000	250,000	0	0	0	0	250,000
2014/2015							
13 Mile, O.L. to Farmington - Design	150,000	150,000	150,000	0	0	0	0
Haggerty Rd, 10 Mile to the South - Design	18,500	18,500	18,500	0	0	0	0
Excess Triparty	630,028	630,028	0	0	0	0	630,028
Anticipated 2014 Triparty	182,921	182,921	0	0	0	0	182,921
Miscellaneous	50,000	50,000	50,000	0	0	0	0
	4,594,023	1,055,810	493,351	1,800,000	181,913		1,062,949
Total Construction Projected 14/15		3,531,074					

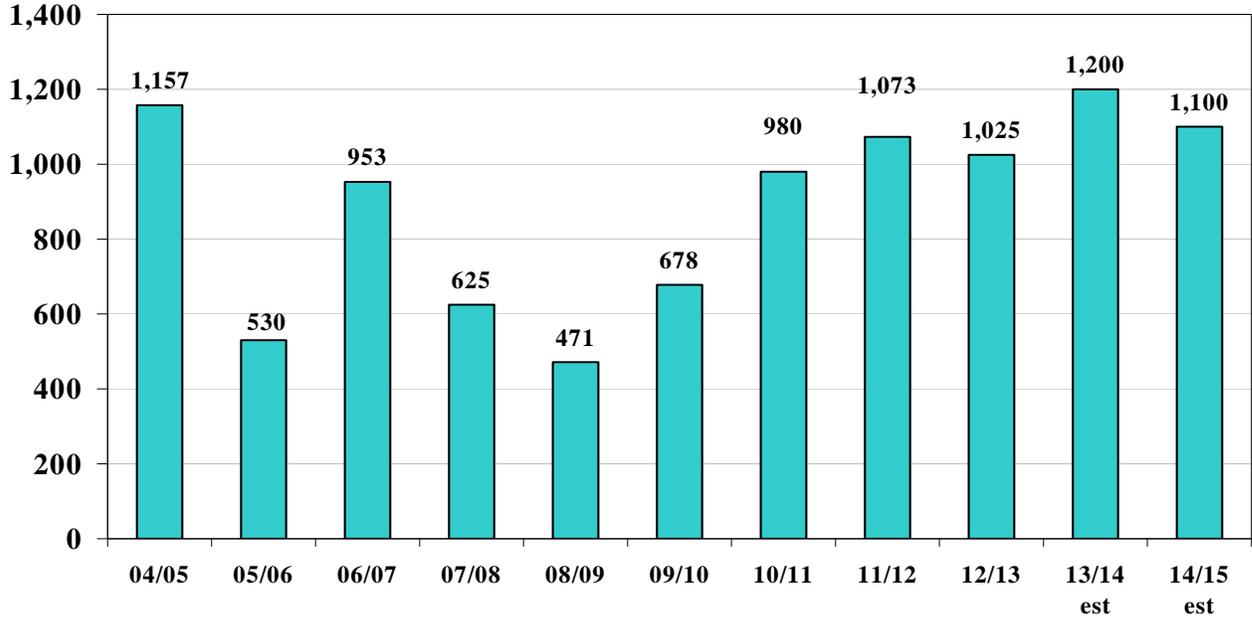
KEY DEPARTMENTAL TRENDS

ASPHALT REMOVED AND REPLACED (Tons)

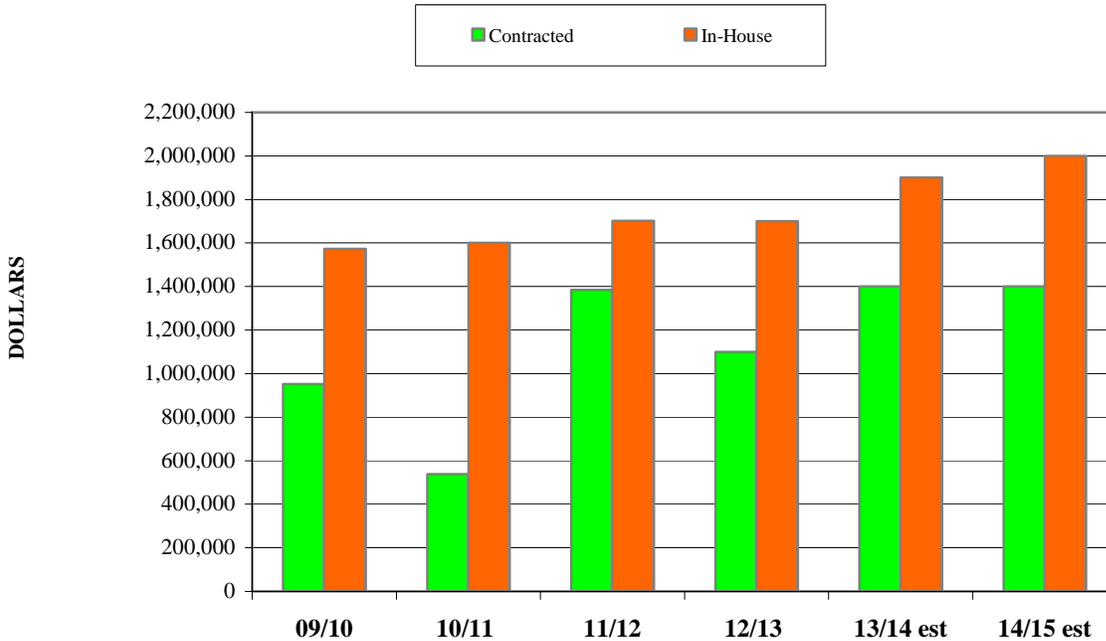


KEY DEPARTMENTAL TRENDS (Cont'd.)

Concrete Removed and Replaced (Cubic Yards)



CONTRACTED VS. IN-HOUSE MAINTENANCE



LOCAL ROADS

The local road budget provides funding for the maintenance of the City's 246 miles of paved and unpaved local streets. Local street services include pavement patching/replacement, road grading, dust control, forestry maintenance, storm drain maintenance, sign repair, guardrail repairs, snow/ice control, roadside mowing and litter control. The DPW supervisory staff establishes pavement repair priorities in consultation with the Engineering Division.

Private contractors are used to supplement the work performed by the DPW staff. Contracted services include crack/joint sealing, catch basin cleaning, dust control, street sweeping, forestry services, pavement replacement, catch basin repair, and sump pump connections.

GOALS

The number in parenthesis shows the link between the departmental goal and the City goals.

- Improve local road safety. (3,12,13)
- Fulfill National Pollutant Discharge Elimination System (NPDES) permit requirements. (9,10,12)
- Extend the service life of the local road infrastructure by implementing industry Best Management Practices for asset management. (2,12,13)
- Improve storm drain maintenance services—reduce frequency and severity of local street flooding. (10,12,13)
- Improve snow & ice control services. (3)

PERFORMANCE OBJECTIVES

- Improve street safety by replacing deteriorated pavement, repairing guardrails, and upgrading intersection signs.
- Improve effectiveness of street signs by utilizing state-of-the-art reflective sign sheeting materials.
- Fulfill NPDES mandate, adopt best management (maintenance) practices.
- Improve cost effectiveness of road maintenance activities by using Best Maintenance Practices of the industry and continually searching for new and improved products and methods.

	Performance Indicators	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Estimated
Service Level	Pothole Patching – tons of cold patch	310	400	350
	Pavement Replacement – tons of asphalt	873	750	750
	Pavement Replacement – yards of 8" concrete	1,750	1,800	1,800
	Gravel Road Grading – miles	400	425	425
	Joint Sealing – lineal feet	8,100	83,000	83,000
	Sweeping – curb miles	1,600	1,600	1,600
	Storm Drain Structure Repairs	41	45	50
	Ditching – lineal feet	5,150	5,500	5,700
	Plowing – # of complete plowing of local roads	4	10	6
	Culvert Installations	32	35	35
	Roadside Cleanup – roadside miles	4	4	4
	Roadside Mowing – swath mile (5 ft. wide cut)	60	60	60
	Lawn Mowing – acres	85	92	92
	Sign Installations and Repairs	508	525	520
	Traffic Counts	10	15	15
Efficiency	Maintenance cost/local road mile	7,100	7,600	7,600
	Miles per Road Maintenance personnel	13.0	13.0	13.0

Local Roads

REVENUE/OTHER FINANCING SOURCES

All Local Road funds are restricted by the State to finance the maintenance and construction of the local street system. Revenue fluctuates from year to year based on the number and size of local road improvement Special Assessment District (SAD) projects.

Gas & Weight Tax (Act 51) - Comes from state levied and collected gas taxes, drivers license and vehicle registration fees and are shared with local units of government based on population, miles and classification of road type. Gas & Weight Tax revenue, which comprises 27% of the resources needed to fund the Local Road Fund, is projected to increase by 8% in FY 14/15 based on State estimates, including one-time additional funding..

Build Michigan Fund - This is money from the Michigan Department of Transportation for road and bridge infrastructure improvements. It has remained relatively consistent over the years.

Fines & Forfeitures – This is an allocation of approximately 1/3 of the Motor Carrier Enforcement Fines expected to be collected in FY 14/15.

Interest on Investments - Minimal revenue projected for 14/15.

Major Road Fund Appropriation – Act 51 allows up to 50% of the Major Road Fund Gas & Weight Tax revenue to be appropriated annually to the Local Road Fund for Local Road expenditures. The \$225,000 proposed appropriation is approximately 5.5% of the estimated Major Road Gas & Weight tax for FY 2014/15.

Special Assessment Revolving Fund Appropriation – The \$89,500 proposed appropriation is for the City's 20% at-large share of the completion of the Westhill and Lakehills Hill SAD Road Projects.

Special Assessment Fund Appropriation – A \$358,000 appropriation is for the 80% property owners share of the completion of the Westhill and Lakehills Hill SAD Road Projects. A \$2,320,584 appropriation is for the 80% property owners share of the Woodbrook Subdivision and Hunt Club Subdivision Local Road SAD Projects, plus financing costs, if approved.

G.O. Bond Financing – Approximately \$580,000 of Capital Improvement Bonds are anticipated for the City's 20% share of the Woodbrook Subdivision and Hunt Club Subdivision Local Road SAD Projects, plus financing costs, if approved.

Local Roads

EXPENDITURES/OTHER FINANCING USES

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$2,905,202 or 47% decrease from the current budget.
- The decrease results primarily from less construction project expenditures than budget due to no expected activity for the Woodbrook, Briar Hill and Stocker SAD Projects in FY 13/14.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$2,143,723 or 66% increase from the FY 13/14 year-end projection and \$761,479 or 12% decrease from the FY 13/14 current budget.
- The budget to budget decrease results primarily from approximately \$792,000 less construction project expenditures, \$1,000 less routine maintenance expenditures, \$7,000 more winter maintenance expenditures, and \$6,000 less administrative expenditures from the bond financing costs.
- Fund Balance is projected to be \$464,374 or approximately 8.6% of expenditures at June 30, 2015.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Local Road Fund	\$2,412,416	\$4,175,263	\$6,174,008	\$3,268,806	\$5,412,529

Local Roads

FUND NUMBER: 203

Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
FUND BALANCE AT JULY 1	616,156	506,801	733,573	733,573	507,838	507,838
REVENUES						
Intergovernmental Revenues:						
Gas & Weight Tax (Act 51)	1,303,578	1,316,436	1,352,007	1,371,979	1,475,365	1,475,365
Build Michigan Fund	47,082	47,248	47,000	47,287	47,500	47,500
Fines & Forfeitures	0	107,000	100,580	47,500	47,500	47,500
Other Government	107,561		0	0	0	0
Total	1,458,221	1,470,684	1,499,587	1,466,766	1,570,365	1,570,365
Other Revenues:						
Interest on Investments	198	312	500	185	200	200
Total	198	312	500	185	200	200
TOTAL REVENUES	1,458,419	1,470,996	1,500,087	1,466,951	1,570,565	1,570,565
OTHER FINANCING SOURCES						
Contributions from other Funds:						
General Fund	0	0	0	0	0	75,000
Major Roads	450,000	450,000	450,000	450,000	450,000	225,000
SAD Revolving (247)	16,446	24,339	263,320	225,224	89,500	89,500
SAD Roads (813...)	378,195	1,831,617	3,137,944	900,896	2,678,584	2,678,584
Sewer	0	10,410	0	0	0	0
G.O. Bond Proceeds	0	614,672	695,336	0	580,146	580,146
TOTAL OTHER FINANCING SOURCES	844,641	2,931,038	4,546,600	1,576,120	3,798,230	3,648,230
TOTAL REVENUES AND OTHER FINANCING SOURCES	2,303,060	4,402,034	6,046,687	3,043,071	5,368,795	5,218,795

Local Roads

FUND NUMBER: 203

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
EXPENDITURES							
(451) CONSTRUCTION							
	Category Total	486,903	2,318,465	4,061,973	1,129,677	3,270,100	3,270,100
(463) ROUTINE MAINTENANCE							
011	Surface Maint - Labor	252,547	274,681	245,326	257,109	265,719	265,719
012	Surface Maint - Equip Rent	200,000	180,000	186,900	186,900	184,000	184,000
013	Surface Maint - Materials	92,410	86,170	95,000	95,000	95,000	95,000
014	Joint Sealing Program	138,262	115,729	139,000	142,000	142,000	217,000
015	Pavement Replacement	107,803	107,917	129,536	105,000	126,000	126,000
016	Surface Main - Contract	5,306	6,043	20,000	15,000	20,000	20,000
021	Rails/Posts - Labor	3,335	7,387	6,622	6,940	7,172	7,172
022	Rails/Posts - Equip Rent	1,500	1,500	1,000	1,000	900	900
023	Rails/Posts - Materials	231	0	500	500	500	500
024	Rails/Posts - Contract	0	2,526	0	2,000	2,000	2,000
031	Sweep & Flush - Labor	14,295	22,253	19,867	20,821	21,518	21,518
032	Sweep & Flush - Equip Rent	34,000	40,001	55,000	55,000	55,000	55,000
034	Sweep & Flush - Contract	56,506	77,281	78,000	78,000	80,500	80,500
041	Shoulder Maint - Labor	1,906	2,839	3,010	3,155	3,260	3,260
042	Shoulder Maint - Equip Rent	4,000	4,001	4,000	4,000	4,000	4,000
051	Forestry Maint - Labor	62,899	74,235	66,323	69,509	71,836	71,836
052	Forestry Maint - Equip Rent	36,000	40,013	44,000	44,000	43,000	43,000
054	Forestry Maint - Contract	78,169	42,685	51,000	51,000	51,000	51,000
061	Drain Structures - Labor	71,476	52,076	41,841	43,851	45,319	45,319
062	Drain Structures - Equip	50,000	35,001	27,500	27,500	28,000	28,000
063	Drain Structures - Mat	332	5,269	4,000	4,000	4,000	4,000
064	Drain Structures - Contract	92,105	54,284	111,935	116,000	92,600	92,600
071	Ditching & Bk Slope - Labor	123,891	176,022	162,748	170,565	176,276	176,276
072	Ditching & Bk Slope - Equip	120,000	120,198	122,800	122,800	120,000	120,000
073	Ditching & Bk Slope - Mat	27,467	22,747	43,161	49,500	35,000	35,000
081	Road Cleanup - Labor	1,906	1,892	2,007	2,103	2,174	2,174
082	Road Cleanup - Equip Rent	500	1,001	1,000	1,000	1,000	1,000
091	Grass/Weed - Labor	14,295	22,252	19,867	20,821	21,518	21,518
092	Grass/Weed - Equip Rental	11,000	13,599	21,900	21,900	20,900	20,900
093	Grass/Weed - Materials	19	660	1,000	1,000	1,000	1,000
094	Grass/Weed - Contract	0	0	0	500	1,000	1,000
103	Dust Control - Materials	0	0	5,000	5,000	7,000	7,000
104	Dust Control - Contract	39,882	36,311	45,000	58,000	50,000	50,000
	Category Total	1,642,042	1,626,573	1,754,843	1,781,474	1,779,192	1,854,192

Local Roads

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
(474) TRAFFIC SERVICES - MAINT.							
011	Sign Maint - Labor	33,370	22,253	19,867	20,821	21,518	21,518
012	Sign Maint - Equip Rent	12,000	6,000	5,500	5,500	5,500	5,500
013	Sign Maint -Materials	3,400	1,217	9,000	8,000	8,000	8,000
	Category Total	48,770	29,470	34,367	34,321	35,018	35,018
(478) WINTER MAINTENANCE							
001	Snow/Ice Control - Labor	95,301	86,355	75,655	79,289	81,944	81,944
002	Snow/Ice Control - Equip	112,000	98,703	80,000	80,000	85,000	85,000
003	Snow/Ice Control - Material	0	36	0	0	0	0
	Category Total	207,301	185,094	155,655	159,289	166,944	166,944
(482) ADMIN., RECORDS, ENGINEERING							
001	Admin., Records, Eng.	19,170	4,800	15,125	12,000	15,000	15,000
002	Bond Financing Costs	2,579	10,861	144,170	144,170	138,130	138,130
003	Pav't Mgt System Update	5,651	0	3,000	3,000	3,000	3,000
021	Audit Fees	0	0	4,875	4,875	4,875	4,875
	Category Total	27,400	15,661	167,170	164,045	161,005	161,005
TOTAL EXPENDITURES AND OTHER FINANCING USES		2,412,416	4,175,263	6,174,008	3,268,806	5,412,259	5,487,259
Revenues over/(under) Expenditures		(109,356)	226,771	(127,321)	(225,735)	(43,465)	(268,465)
FUND BALANCE AT JUNE 30		506,800	733,573	606,252	507,838	464,374	239,374
Fund Balance as a % of Total Expenditures and Other Financing Uses		21.01%	17.57%	9.82%	15.54%	8.58%	4.36%

Local Roads

LOCAL ROAD CONSTRUCTION DETAIL

To Be Expended in 2013/14

PROJECT	Project Commitment Remaining	Act 51 Local	Special Assessment Fund	S.A.D. Revolving Fund	S.A.D. Bonds	G.O. Bonds	Portion of Remaining Amount to be Spent in
2013/2014							
Staman Acres Road Rehabilitation	1,003,772	0	803,018	200,754	0	0	0
Stratton Hill Road Rehabilitation	113,348	0	90,678	22,670	0	0	0
Westhill Street Road Rehabilitation	236,000	0	4,000	1,000	0	0	231,000
Lakehills Drive Road Rehabilitation	220,500	0	3,200	800	0	0	216,500
Residential Speed Control	0	0	0	0	0	0	0
SAD Design	3,557	3,557	0	0	0	0	0
	1,577,177	3,557	900,896	225,224	0	0	447,500

Total Construction Projected 13/14 1,129,677

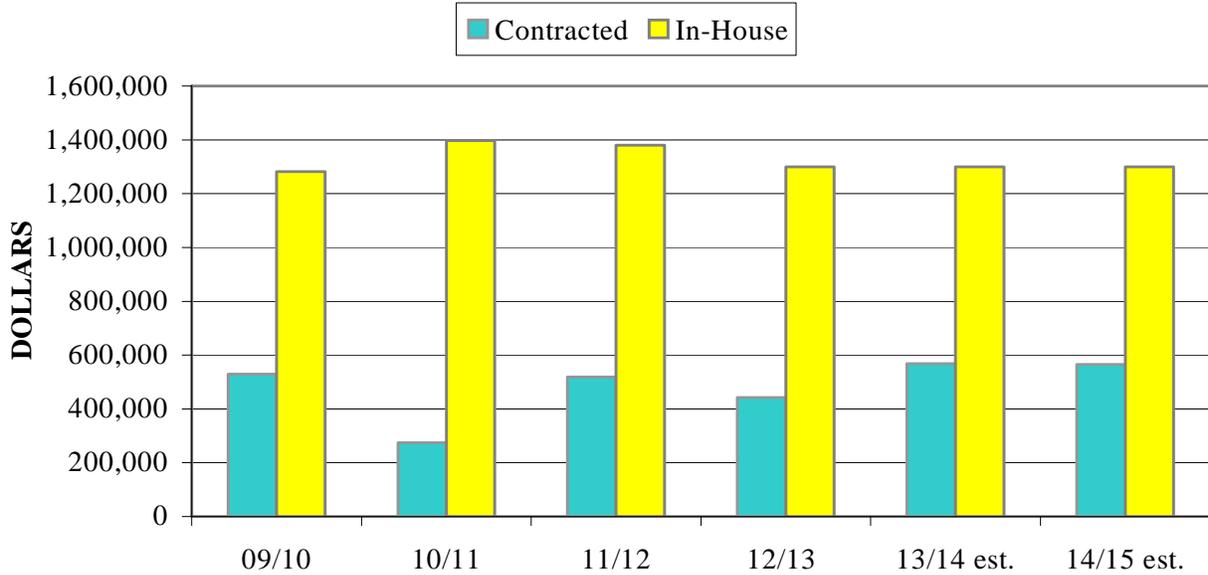
To Be Expended in 2014/15

	Total Project Cost	Act 51 Local	Special Assessment Fund	S.A.D. Revolving Fund	S.A.D. Bonds	G.O. Bonds
Carryover						
Westhill Street Road Rehabilitation	231,000	0	184,800	46,200	0	0
Lakehills Drive Road Rehabilitation	216,500	0	173,200	43,300	0	0
2014/15						
Residential Speed Humps	15,000	15,000	0	0	0	0
Residential Speed Control	15,000	15,000	0	0	0	0
Woodbrook Subdivision Road Rehab	1,062,600	0	0	0	850,080	212,520
Hunt Club Subdivision Road Rehab	1,700,000	0	0	0	1,360,000	340,000
SAD Design	30,000	30,000	0	0	0	0
	3,270,100	60,000	358,000	89,500	2,210,080	552,520

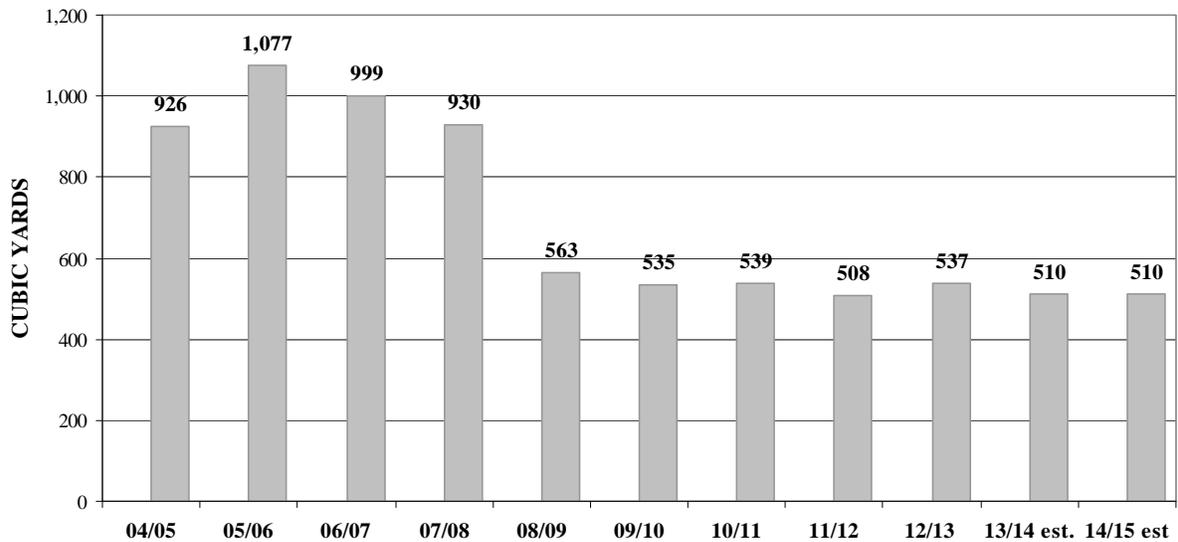
Total Construction Projected 14/15 3,270,100

KEY DEPARTMENTAL TRENDS

CONTRACTED VS. IN HOUSE MAINTENANCE

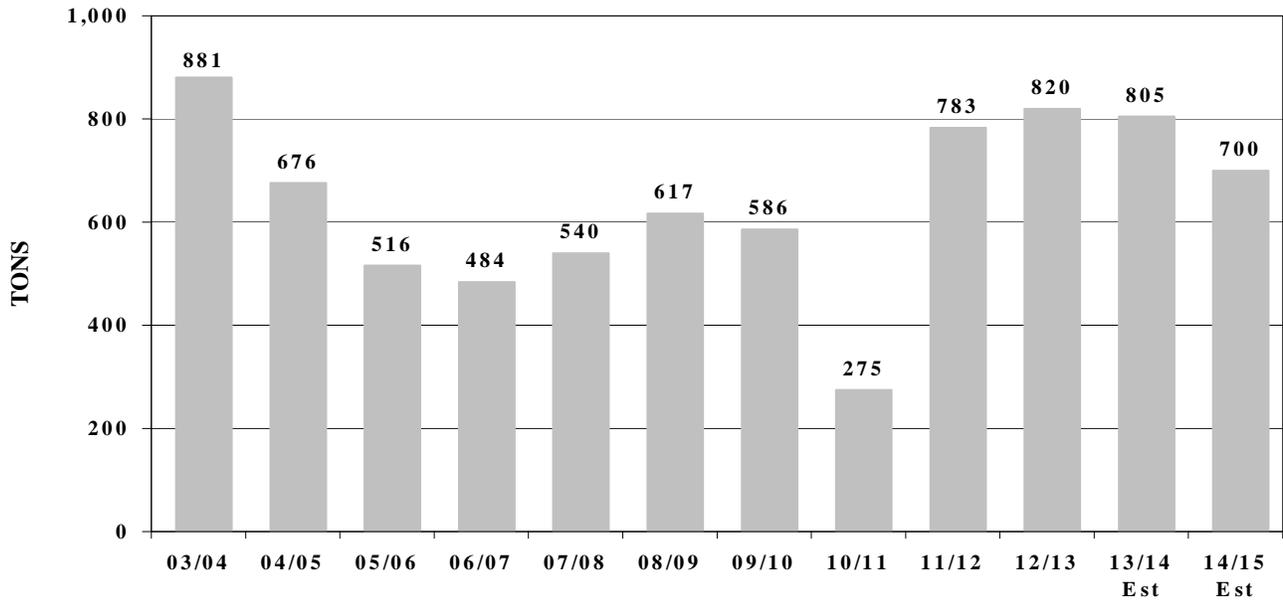


CONCRETE REMOVED AND REPLACED (Cubic yards)

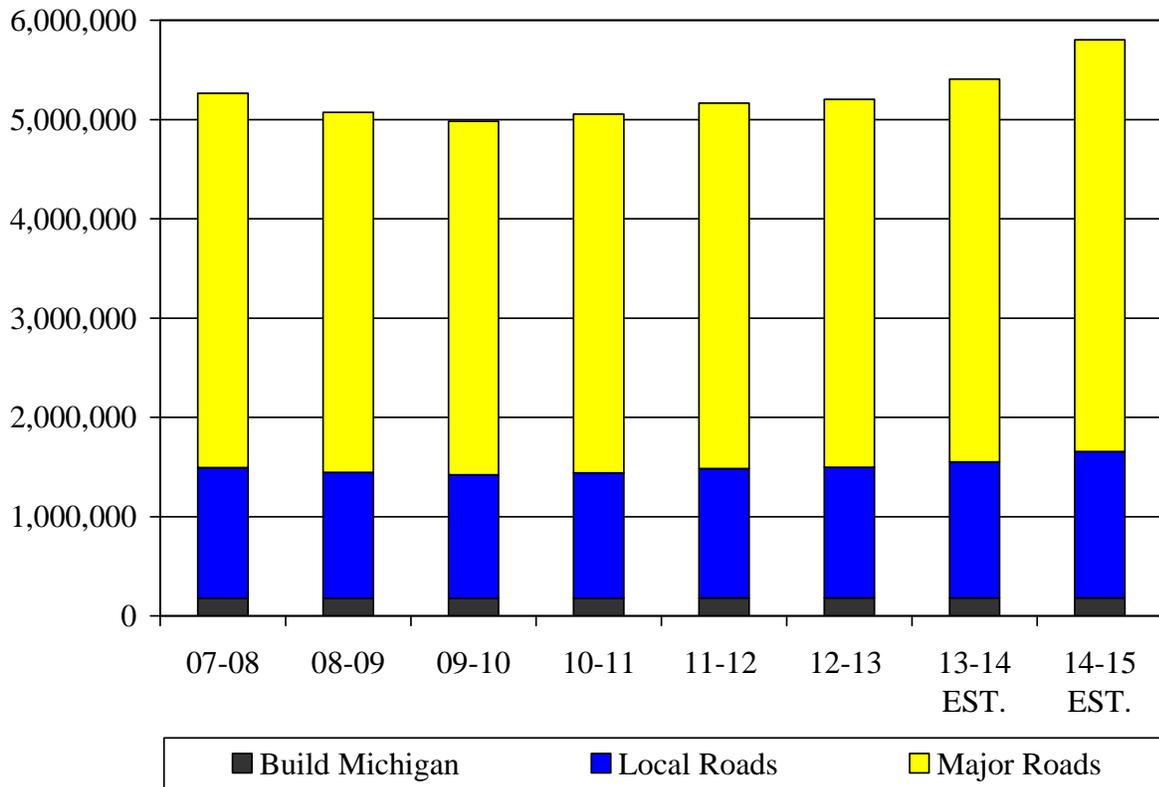


Local Roads

ASPHALT REMOVED AND REPLACED (TONS)

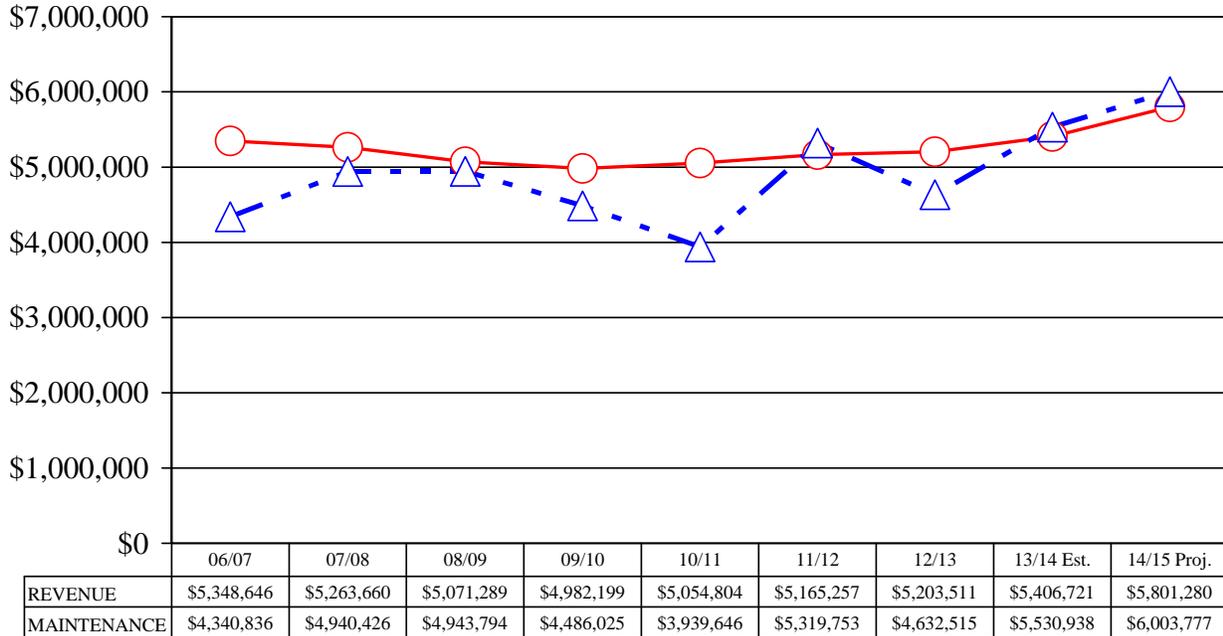


GAS AND WEIGHT TAX HISTORY



MAJOR & LOCAL ROAD

STATE SHARED REVENUE VS. MAINTENANCE



—○— REVENUE -△- MAINTENANCE

Local Roads

**Road Funds Summary Of
Revenue & Expenditures
FY 2014/15**

Category	Major Roads	Local Roads	Eliminate Transfers Between Road Funds	Total Road Funds
Revenues				
Gas & Weight Funds (Act 51)	4,278,415	1,522,865	0	5,801,280
Fines & Forfeits	0	47,500	0	47,500
Contributions From SAD Related Funds	0	2,768,083	0	2,768,083
Contributions From Other Governments	433,396	0	0	433,396
Federal and State Grants	493,351	0	0	493,351
Transfer From Major Roads	0	225,000	(225,000)	0
Transfer From General fund	75,000	75,000		150,000
Interest Income	1,100	200	0	1,300
Miscellaneous Income	150	0	0	150
Bond Proceeds	0	580,146	0	580,146
Appropriation (To)/From Fund Balance	2,261,280	268,465	0	2,529,745
Total Revenues	7,542,692	5,487,259	(225,000)	12,804,951
Expenditures				
Construction	3,531,074	3,270,100	0	6,801,174
Routine Maintenance	2,489,558	1,854,192	0	4,343,750
Traffic Services Maintenance	485,050	35,018	0	520,068
Winter Maintenance	638,785	166,944	0	805,729
Admin., Records, Engineering	173,225	161,005	0	334,230
Total Maintenance	3,786,618	2,217,159	0	6,003,777
Transfer To Local Roads	225,000	0	(225,000)	0
Total Expenditures	7,542,692	5,487,259	(225,000)	12,804,951

DEFERRED SPECIAL ASSESSMENT FUND

Overview

In 1982, the City Council established a Special Assessment Deferment Policy and Procedure to defer annual special assessment installments that present a financial hardship for homeowners. This deferment procedure is for homestead property owners who do not qualify for the State deferment program or assistance from the State Social Services Department. Deferments must be renewed annually. Eligibility criteria such as household income and other factors are outlined in the "Guidelines - Special Assessment Deferment Procedures" available at the Treasury Office. The Deferred Special Assessment Fund is the Fund established to retain and account for funds appropriated for the deferment program.

Revenue Assumptions

Interest income is minimal due to a small fund balance and relatively low market interest rates.

Expenditures

There are no expenditures for FY 2014/15 other than annual audit fees.

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- No change projected.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- No change anticipated.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Deferred S.A. Fund	\$100	\$300	\$300	\$300	\$300

Deferred Special Assessment Fund

Fund Number: 255

	Acct. No. Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
FUND BALANCE AT JULY 1		53,029	52,953	52,673	52,673	52,393	52,393
REVENUES							
	664 Interest Income	24	20	25	20	25	25
	Total Revenues	24	20	25	20	25	25
EXPENDITURES							
	Miscellaneous	100	300	300	300	300	300
	Total Expenditures	100	300	300	300	300	300
	Revenues over/(under) Expenditures	(76)	(280)	(275)	(280)	(275)	(275)
FUND BALANCE AT JUNE 30		52,953	52,673	52,398	52,393	52,118	52,118

PARKS MILLAGE FUND

Overview

This Fund provides for the accounting and budgeting of the voter approved up to 0.50 mill special millage. Revenue is calculated by multiplying the taxable value by the Headlee adjusted millage rate and reducing the figure for estimated Brownfield Authority tax capture and delinquent taxes. The initial millage was approved in 1986 and renewed for a ten-year period in 1997. Voters approved a 10 year renewal in August 2008 which will run July 2009 – June 2019.

Revenue Assumptions

This Fund receives revenue from the special millage levy, industrial facilities tax payments and interest income. This year revenue will decrease by 0.46% due to decreased property tax revenue from a lower taxable value, as shown below:

CITY OF FARMINGTON HILLS PARKS & RECREATION MILLAGE

<u>Advalorem</u>	<u>FY 13/14</u>	<u>FY 14/15</u>
Total Advalorem TV (less Ren. Zone)	3,033,924,930	3,051,369,420
Less: Delinquent Personal TV	(12,267,958)	(9,844,230)
Less: Brownfield TV	(10,769,910)	(10,972,590)
Applicable TV	3,010,887,062	3,030,552,600
Millage	0.00048820	0.00048820
Applicable Levy	1,469,915	1,479,516

<u>IFT</u>	<u>FY 13/14</u>	<u>FY 14/15</u>
Total TV	2,966,120	2,234,120
Millage	0.00024410	0.00024410
Applicable Levy	724	545

Expenditures

Financial support this year will continue for the Players Barn, various Capital Improvements, Debt Service for the Ice Arena, and General Fund support for Park Maintenance, the Nature Center, Senior Programs, Youth and Family Programs, Cultural Arts, and various Facility Programs.

Fund Balance

Fund balance is projected to decrease by \$160,089 to \$362,397 by June 30, 2015, which is 22% of Total Expenditures and Other Financing Uses.

Parks Millage Fund

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$1,865 or 0.11% decrease from the current budget and \$12,909 or 0.76% increase from the adopted budget.
- The increase results primarily from encumbrances carried forward from FY 2012/13 for the Master Plan and Playground Improvements, as well as additional costs anticipated for Heritage Park Projects, partially offset by the Gym Flooring Project being moved back to FY 14/15.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$80,309 or 4.66% decrease from the FY 13-14 year-end projection.
- The decrease results primarily from no Master Plan costs and reduced General Fund support for the Activities/Senior Center, partially offset by increased Capital Projects.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Parks Millage Fund	\$1,835,891	\$1,766,934	\$1,724,324	\$1,722,459	\$1,642,150

Parks Millage Fund**PARKS MILLAGE FUND**

FUND NUMBER: 410

Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
FUND BALANCE AT JULY 1	1,301,406	1,047,427	772,806	772,806	522,486	522,486
REVENUES						
Special Levy	1,579,997	1,486,064	1,474,346	1,469,915	1,479,516	1,479,516
IFT Payments	0	457	624	724	545	545
Miscellaneous	0	874	0	0	0	0
Interest on Investments	1,915	4,918	3,000	1,500	2,000	2,000
TOTAL REVENUES	1,581,912	1,492,313	1,477,970	1,472,139	1,482,061	1,482,061
EXPENDITURES						
Operations:						
Audit & Legal Fees	1,250	1,200	1,200	1,300	1,300	1,300
Master Plan	0	2,346	33,294	34,774	0	0
Miscellaneous	3,298	0	0	0	0	0
Players Barn Contract	18,250	22,750	25,000	25,000	25,000	25,000
Total Operations	22,798	26,296	59,494	61,074	26,300	26,300
Capital:						
Heritage Park	12,326	10,954	18,500	26,161	35,000	35,000
Athletic Fields	31,252	23,229	25,000	25,000	25,000	25,000
Equipment	49,516	20,188	27,000	27,374	55,000	55,000
Comfort Station (Port-A-Johns)	5,569	7,441	8,000	8,000	8,000	8,000
Facility Maintenance	0	9,112	5,000	5,000	5,000	5,000
Playground Improvement	32,980	11,864	8,480	7,000	7,000	7,000
Activities Center Improvements	36,933	0	15,000	5,000	23,000	23,000
Total Capital	168,576	82,788	106,980	103,535	158,000	158,000
Total Expenditures	191,374	109,084	166,474	164,609	184,300	184,300

Parks Millage Fund

PARKS MILLAGE FUND

FUND NUMBER: 410

Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
OTHER FINANCING USES						
General Fund						
Park Maintenance/Operations	371,315	382,450	382,450	382,450	382,450	382,450
Nature Center	73,202	75,400	75,400	75,400	75,400	75,400
Youth Services	150,000	150,000	150,000	150,000	150,000	150,000
Activities Center/Seniors	600,000	600,000	500,000	500,000	400,000	400,000
Cultural Arts	150,000	150,000	150,000	150,000	150,000	150,000
Facility/Programs	150,000	150,000	150,000	150,000	150,000	150,000
General Debt Service Fund	150,000	150,000	150,000	150,000	150,000	150,000
Total Other Financing Uses	1,644,517	1,657,850	1,557,850	1,557,850	1,457,850	1,457,850
TOTAL EXPENDITURES AND						
OTHER FINANCING USES	1,835,891	1,766,934	1,724,324	1,722,459	1,642,150	1,642,150
Revenues over/(under) Expenditures	(253,979)	(274,621)	(246,354)	(250,320)	(160,089)	(160,089)
FUND BALANCE AT JUNE 30	1,047,427	772,806	526,452	522,486	362,397	362,397
Fund Balance as a % of Expend/OFU	57.05%	43.74%	30.53%	30.33%	22.07%	22.07%

CAPITAL PROJECT DETAIL

	FY 2012/13	FY 2013/14	FY 2014/15
	Actual	Estimated	Budget
HERITAGE PARK			
Entryway	0	0	0
Archery Range	0	0	20,000
Longacre	0	15,000	15,000
Stable Improvements	1,565	0	0
Daycamp/Nature Center Roof-Repair	3,130	0	0
Daycamp/Nature Improvements - Painting	3,651	0	0
Visitor Center	2,608	11,161	0
Total Heritage Park	10,954	26,161	35,000
FOUNDERS SPORTS PARK IMPROVEMENTS			
Park Improvements	9,112	5,000	5,000
ATHLETIC FIELDS			
Ball field & soccer field renovation	23,229	25,000	25,000
EQUIPMENT			
Cargo Van - Costick	20,188	0	0
Zamboni Repair	0	0	40,000
Compressor Repair	0	0	15,000
GMC Savana Cargo Van - Parks	0	19,124	0
Wood Chipper (split with DPW)	0	8,250	0
Total Equipment	20,188	27,374	55,000
COMFORT STATION			
Portable units for Little League program	7,441	8,000	8,000
ACTIVITIES CENTER IMPROVEMENTS			
Gym Flooring	0	0	8,000
Misc. Improvements	0	5,000	15,000
Total Activies Center Improvements	0	5,000	23,000
PLAYGROUND EQUIPMENT			
Dog Park	9,300	2,000	2,000
Playground Equipment/Improvements	2,564	5,000	5,000
Total Playground Equipment	11,864	7,000	7,000
TOTAL CAPITAL	82,788	103,535	158,000

NUTRITION GRANT FUND

Overview

The Senior Grants Fund provides meals to Farmington/Farmington Hills residents, 60 years and over and is funded primarily by Federal Grants through the Older American’s Act. The Special Services Senior Division provides nutrition services for both congregate (on site) meals offered at the Center for Active Adults located in the Costick Center, and to homebound older adults unable to prepare their own meals.

The congregate and home delivered meals are designed to meet one-third of the recommended daily dietary requirement focusing on nutritional needs through careful menu planning, quality food and nutrition education.

The home delivered meal program mandates the delivery of one hot meal on five or more days a week at least one meal per day, may consist of hot meal, cold meal, frozen meal, shelf stable or supplemental foods. Six shelf stable meals are required to be in every HDM client’s home in the event of an emergency that would prohibit the daily meal delivery. (i.e. inclement weather, power failure, etc. preventing the preparation and delivery of meals) All daily meals are delivered to the home by volunteers. Holiday Meals are prepared in the Costick Center Kitchen and delivered by staff and volunteers on Thanksgiving, Christmas and Easter Day. A total of 87,765 meals were served in FY 2012/13. A projection of 91,000 meals is estimated for the FY 2013/14 contract year.

Revenue Assumptions

Funding is primarily provided by Federal Grants through the Older American’s Act and program income from donations for both congregate and homebound meals. A local grant match is also required. Additional funding comes from donations and interest income.

Expenditures

Congregate and homebound meals are provided to those 60 years and older.

Fund Balance

Fund balance is projected to be \$0 at June 30, 2015.

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$3,292 or 1% decrease from the current budget.
- The decrease results primarily from projected less homebound meals than budgeted.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- No change anticipated.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Nutrition Grant Fund	\$435,625	\$453,604	\$405,300	\$402,008	\$402,008

Nutrition Grant Fund

FUND NUMBER: 281

Category and Line Item	2011/12	2012/13	2013/14	2013/14	2014/15	2014/15
	Actual	Actual	Budgeted	Estimated	Proposed	Adopted
FUND BALANCE AT JULY 1	0	0	0	0	0	0
REVENUES						
Federal Grant	293,879	283,645	267,699	244,226	244,226	244,226
Program Income	116,332	124,480	113,091	135,743	135,743	135,743
Interest Income	55	91	0	0	0	0
Local Match	24,949	25,448	24,510	22,039	22,039	22,039
Other Income	410	19,939	0	0	0	0
Total Revenues	435,625	453,603	405,300	402,008	402,008	402,008
EXPENDITURES						
Congregate Meals	121,581	116,629	100,481	100,502	100,502	100,502
Homebound Meals	314,044	336,974	304,819	301,506	301,506	301,506
Total Expenditures	435,625	453,603	405,300	402,008	402,008	402,008
Revenues over/(under) Expenditures	0	0	0	0	0	0
FUND BALANCE AT JUNE 30	0	0	0	0	0	0

PUBLIC SAFETY MILLAGE FUND

In November 2003, voters passed a renewal and an increase to an existing public safety millage which had been in effect since 1995. The renewal became effective in July 2006 and expires June 30, 2016. This Fund provides for the accounting and budgeting of the voter approved up to 1.50 mill special millage. An additional 1.7 mills was approved by the electorate in 2011, effective July 2012 for ten years. Revenue is calculated by multiplying the taxable value by the Headlee adjusted millage rate and reducing the figure for estimated Brownfield Authority tax capture and delinquent taxes.

Revenue Assumptions

This Fund receives revenue from the special millage levy, industrial facilities tax payments and interest income. This year revenue will decrease by approximately 0.5% due to decreased property tax revenue from a lower taxable value, as shown below:

CITY OF FARMINGTON HILLS PUBLIC SAFETY MILLAGE

<u>Advalorem</u>	<u>FY 13/14</u>	<u>FY 14/15</u>
Total Advalorem TV (less Ren. Zone)	3,033,924,930	3,051,369,420
Less: Delinquent Personal TV	(12,267,958)	(9,844,230)
Less: Brownfield TV	(10,769,910)	(10,972,590)
Applicable TV	3,010,887,062	3,030,552,601
Millage	<u>0.00317640</u>	<u>0.00317640</u>
Applicable Levy	<u>9,563,782</u>	<u>9,626,247</u>

<u>IFT</u>	<u>FY 13/14</u>	<u>FY 14/15</u>
Total TV	2,966,120	2,234,120
Millage	<u>0.00158820</u>	<u>0.00158820</u>
Applicable Levy	<u>4,711</u>	<u>3,548</u>

Expenditures

The public safety millage funds the following expenditures in FY 2014/15:

Police

- 35 sworn police officers
- 6 full-time police dispatcher–required for implementation of Emergency Medical Dispatch
- 1 full-time civilian police dispatch supervisor
- 1 civilian crime prevention technician

Fire

- 4 fire shift lieutenants
- 4 battalion chief
- 17 full-time fire fighters
- 1 EMS Coordinator
- 1 Fire Chief
- 1 Deputy Chief
- 23 FTE Paid call back Fire Fighters
- 1 Staff Vehicle

Public Safety Millage

Fund Balance

Fund Balance is projected to be approximately \$3.2 million or approximately 33% of expenditures at June 30, 2015. In addition, the General Fund has currently assigned \$4.5 million of its fund balance for public safety.

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$739,551 or 7.6% decrease from the current budget.
- The expenditure decrease results from projected less than budgeted personnel costs in both the Police and Fire Departments allocation to the Public Safety Millage Fund.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$625,656 or 6.9% increase from the FY 13-14 year-end projection and \$113,895 or 1.17% decrease from the FY 13-14 budget.
- The budget to budget expenditure decrease results primarily from corresponding reductions in public safety expenditures to keep in line with reduced property tax revenue, while still maintaining a sufficient fund balance for future year expenditures.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Public Safety Millage Fund	\$5,195,974	\$8,188,805	\$9,745,361	\$9,005,810	\$9,631,466

Public Safety Millage

FUND NUMBER: 205

Acct. No. Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
FUND BALANCE AT JULY 1	1,584,886	1,170,641	2,648,688	2,648,688	3,216,571	3,216,571
REVENUES						
Public Safety Millage	4,778,477	9,656,809	9,592,610	9,563,782	9,626,247	9,626,247
IFT Payments	0	2,972	4,062	4,711	3,548	3,548
Interest Income	3,252	7,071	10,000	5,200	5,200	5,200
TOTAL REVENUES	4,781,729	9,666,852	9,606,672	9,573,693	9,634,996	9,634,996
EXPENDITURES						
300 Police Department						
Salaries and Wages	2,740,343	4,042,037	4,838,701	4,399,122	4,799,962	4,799,962
Professional & Contractual	600	600	600	725	725	725
Total Police Department	2,740,943	4,042,637	4,839,301	4,399,847	4,800,687	4,800,687
337 Fire Department						
Salaries and Wages	2,454,431	4,145,568	4,867,000	4,566,778	4,800,054	4,800,054
Operating Supplies	0	0	8,460	8,460	0	0
Professional & Contractual	600	600	600	725	725	725
Capital Outlay	0	0	30,000	30,000	30,000	30,000
Total Fire Department	2,455,031	4,146,168	4,906,060	4,605,963	4,830,779	4,830,779
TOTAL EXPENDITURES	5,195,974	8,188,805	9,745,361	9,005,810	9,631,466	9,631,466
Excess Revenues over Expenditures	(414,245)	1,478,047	(138,690)	567,883	3,530	3,530
FUND BALANCE AT JUNE 30	1,170,641	2,648,688	2,509,998	3,216,571	3,220,100	3,220,100
Fund Balance as a % of Expenditure	22.53%	32.35%	25.76%	35.72%	33.43%	33.43%

FEDERAL FORFEITURE FUND

Overview

This fund was established in 2007, to comply with the guidelines of the Uniform Budgeting Act of 1978. It obtains its funding from the distribution of forfeited assets seized in drug arrests under federal statutes.

Revenue Assumptions

Revenue is difficult to predict given that it comes solely from seizures subsequent to drug-related arrests. Acquisitions are not made until sufficient funds have been secured to cover them.

Expenditures

In FY 2014/15 funding will be utilized to:

- Funding for Drug Education;
- Funding for Ammunition & Weapons;
- Funding of remaining portions of police officers' class B uniforms to include short sleeved shirts and nylon gun belts/holsters/accessories/several tactical exterior body armor carriers/multi-season jackets
- Fund the purchase of three Departmental unmarked investigative vehicles and six marked patrol vehicles
- Other necessary expenditures not available in the Department's General Fund base budget.

Fund Balance

Fund balance is projected to be \$96,300 at June 30, 2015.

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$302,494 or 46% decrease from the current budget.
- The decrease results primarily from less operating supplies, professional & contractual services and capital outlay than budgeted. Particularly, the decision not to fund Police building interior updates from this Fund.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$102,764 or 29% increase from the FY 13-14 year-end projection.
- The increase results primarily more operating supplies, professional & contractual services and capital outlay than the FY 13/14 year-end projection.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Federal Forfeiture Fund	\$374,740	\$165,112	\$655,000	\$352,506	\$455,270

Federal Forfeiture Fund**Federal Forfeiture Fund**

FUND NUMBER: 213

Acct. No. Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
FUND BALANCE AT JULY 1	646,747	810,832	864,776	864,776	551,570	551,570
REVENUES						
013 Federal Forfeiture	537,748	217,914	0	39,000	0	0
664 Interest Income	1,077	1,142	0	300	0	0
TOTAL REVENUES AND OTHER FINANCING SOURCES	538,825	219,056	0	39,300	0	0
EXPENDITURES						
(702) SALARIES & WAGES						
Overtime	50,000	0	0	0	0	0
	50,000	0	0	0	0	0
(740) OPERATING SUPPLIES						
008 Drug Education	1,944	1,061	5,000	1,400	1,200	1,200
009 Evidence Lab Supplies	0	0	0	0	0	0
011 Lease Equipment	22,405	765	0	0	0	0
017 Prosecutor Fees	0	0	0	0	0	0
018 Ammunition & Weapons	10,070	5,960	10,000	6,273	10,000	10,000
019 Uniform	14,197	21,040	10,000	0	61,470	61,470
040 Miscellaneous	3,428	85,012	50,000	920	7,000	7,000
Category Total	52,044	113,838	75,000	8,593	79,670	79,670
(801) PROFESSIONAL & CONTRACTUAL						
006 Vehicle Maintenance	2,299	0	0	0	1,800	1,800
007 Office Equipment Maintenance	20,864	15,664	20,000	1,888	0	0
008 Firearms Range Maintenance	0	0	0	0	0	0
009 In-Car Camera Maintenance	14,100	1,509	0	0	0	0
013 Education & Training	2,585	0	0	0	0	0
098 Polygraph/DNA Services	0	0	0	0	6,000	6,000
Category Total	39,848	17,173	20,000	1,888	7,800	7,800
(970) CAPITAL OUTLAY						
001 Office Furniture			0	16,415	0	0
002 Equipment*	0	0	0	7,905	0	0
015 Automotive & Auto Equipment	232,848	34,101	250,000	317,705	367,800	367,800
036 Building Improvements	0	0	310,000	0	0	0
Category Total	232,848	34,101	560,000	342,025	367,800	367,800
TOTAL EXPENDITURES AND OTHER FINANCING USES	374,740	165,112	655,000	352,506	455,270	455,270
Revenues over/(under) Expenditures	164,085	53,944	(655,000)	(313,206)	(455,270)	(455,270)
FUND BALANCE AS OF JUNE 30	810,832	864,776	209,776	551,570	96,300	96,300

STATE FORFEITURE FUND

Overview

The State Forfeiture fund was established in 1989, to comply with the guidelines of the Uniform Budgeting Act of 1978. This Fund obtains its funding from the distribution of forfeited assets seized in drug arrests under state statutes.

Revenue Assumptions

Revenue is difficult to predict given that it comes solely from seizures subsequent to drug-related arrests. Acquisitions are not made until sufficient funds have been secured to cover them.

Expenditures

In FY 2014/15, funding will be utilized for:

- Police Building Interior updates; and
- Audit fee and Miscellaneous operating supplies.

Fund Balance

Fund balance is projected to be \$1,332 at June 30, 2015.

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$95,680 or 375% increase from the current budget.
- The increase results primarily from building improvements to the Police facility.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$19,180 or 16% decrease from the FY 13-14 year-end projection.
- The decrease results primarily from less funding requests in FY 2014/15.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
State Forfeiture Fund	\$189,672	\$404,889	\$25,500	\$121,180	\$102,000

State Forfeiture Fund**State Forfeiture Fund**

FUND NUMBER: 214

Acct. No. Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
FUND BALANCE AT JULY 1	280,911	426,710	141,412	141,412	103,332	103,332
REVENUES						
014 State Forfeiture	302,625	118,124	0	83,000	0	0
015 Miscellaneous	32,468	1,266	0	0	0	0
664 Interest Income	378	201	0	100	0	0
TOTAL REVENUE	335,471	119,591	0	83,100	0	0
EXPENDITURES						
(740) OPERATING SUPPLIES						
008 Drug Education	1,868	0	0	0	0	0
019 Uniform	2,224	0	0	0	0	0
021 Audit Fees	0	0	500	500	500	500
040 Miscellaneous	4,747	8,805	10,000	680	1,500	1,500
Total Operating Supplies	8,839	8,805	10,500	1,180	2,000	2,000
(801) PROFESSIONAL & CONTRACTUAL						
070 Crime Prevention	0	829	5,000	0	0	0
Total Professional & Contractual	0	829	5,000	0	0	0
(970) CAPITAL OUTLAY						
001 Furniture	0	2,723	0	0	0	0
002 Equipment	65,976	0	10,000	0	0	0
015 Automotive & Auto Equipment	104,864	0	0	0	0	0
036 Building Improvements	9,993	392,532	0	120,000	100,000	100,000
Total Capital Outlay	180,833	395,255	10,000	120,000	100,000	100,000
TOTAL EXPENDITURES	189,672	404,889	25,500	121,180	102,000	102,000
Revenues over/(under) Expenditures	145,799	(285,298)	(25,500)	(38,080)	(102,000)	(102,000)
FUND BALANCE AS OF JUNE 30	426,710	141,412	115,912	103,332	1,332	1,332

**COMMUNITY DEVELOPMENT BLOCK
GRANT (CDBG) FUND**

Overview

Annually, Farmington Hills receives CDBG funds from the United States Department of Housing and Urban Development (HUD). The funds are used to provide assistance to low and moderate income individuals for housing rehabilitation work and for capital improvements in eligible areas.

Revenue Assumptions

This Fund receives revenue from the Community Development Block Grant Program, block grant carryover which is unused money from the previous year, and program loan receipts or payments made upon the sale of property which received a deferred loan. Block grant carryover and loan receipts are unpredictable and fluctuate from year to year.

Expenditures

In FY 2014/15, approximately 15 homes will be rehabilitated at a cost of \$135,000 as part of the Housing Rehabilitation Program.

Fund Balance

Fund balance is projected to be \$0 at June 30, 2015.

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$33,976 or 9% increase from the current budget and adopted budget.
- The increase results primarily from additional loan funds being appropriated to Housing Rehabilitation Projects.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$61,591 or 15% decrease from the FY 13-14 year-end projection.
- The decrease results primarily from less loan funds to be allocated in FY 2014/15.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
CDBG Fund	\$342,854	\$647,247	\$379,500	\$413,476	\$351,885

Community Development Block Grant Fund

Community Development Block Grant Fund

FUND NUMBER: 275

Acct. No. Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
FUND BALANCE AT JULY 1	0	0	0	0	0	0
REVENUES						
Community Development Block Grant	288,177	632,981	344,500	345,210	316,885	316,885
Block Grant Carryover	0	0	0	0	0	0
Housing Rehabilitation Program Loan Receipts	54,677	14,266	35,000	68,266	35,000	35,000
Total Revenues	342,854	647,247	379,500	413,476	351,885	351,885
EXPENDITURES						
ADMINISTRATION						
Salaries & Wages	19,784	15,694	70,000	70,000	70,000	70,000
Fringe Benefits	19,107	14,224	12,000	12,000	12,000	12,000
Supplies	0	46	100	100	100	100
Conferences & Workshops	440	1,115	1,000	1,000	1,100	1,100
Memberships & Dues	2,315	2,015	2,400	2,400	2,000	2,000
Legal Notices	754	1,352	1,100	1,100	1,100	1,100
Haven	5,000	5,000	5,000	5,000	5,000	5,000
Contracted Services	1,000	1,000	1,000	1,000	1,000	2,000
Category Total	48,400	40,446	92,600	92,600	92,300	93,300
CAPITAL OUTLAY						
Housing Rehab. Grants	88,265	40,293	45,000	45,000	10,000	10,000
Housing Rehabilitation	151,251	332,803	206,900	205,610	61,675	61,675
Housing Rehab. Income Est.	54,677	14,266	35,000	68,266	35,000	34,000
Category Total	294,193	387,362	286,900	318,876	106,675	105,675
Total Expenditures	342,593	427,808	379,500	411,476	198,975	198,975
OTHER FINANCING USES						
Contribution to Other Funds Capital Improvement Fund Capital Projects	261	219,439	0	2,000	152,910	152,910
Total Other Financing Uses	261	219,439	0	2,000	152,910	152,910
TOTAL EXPENDITURES AND OTHER FINANCING USES	342,854	647,247	379,500	413,476	351,885	351,885
Excess Revenue over Expenditures	0	0	0	0	0	0
FUND BALANCE AT JUNE 30	0	0	0	0	0	0

DEBT SERVICE FUNDS

Debt Service Funds are established by State Statute and bond covenants to account for the recording of the collection and expenditure of resources earmarked for the retirement of debt issued directly by the City or for which the City agreed, by contract, to make debt payments on bonds issued by other units of government on the City's behalf. The City has three Debt Service Funds, the General Debt Service Fund, the Building Authority Debt Service Fund, and the Special Assessment Debt Service Fund.

General Debt Service Fund

This Fund was established in FY 1994/95 for all the debt service payments to be funded with local property tax revenue. The bond issues to be serviced by this Fund fall into the following categories: G.O. Tax Limited Capital Improvement Bonds, Storm Drain Bonds, Highway Bonds, and Building Authority Bonds, although the service of the Building Authority Bonds is just a pass through from the General Fund to the Building Authority Debt Service Fund. The City is under contract with the Oakland County Department of Public Works to service debt on one bond issue for storm drain improvements on the Caddell Drain, which was bonded and constructed on behalf of the City by the County Department of Public Works. That bond matures in 2014. In addition, bonds are payable on the Farmington Hills Ice Arena through 2015, the City-at-large share of Local Road SAD's through 2026, and the Golf Club (recently refunded) through 2031.

Building Authority Debt Service Fund

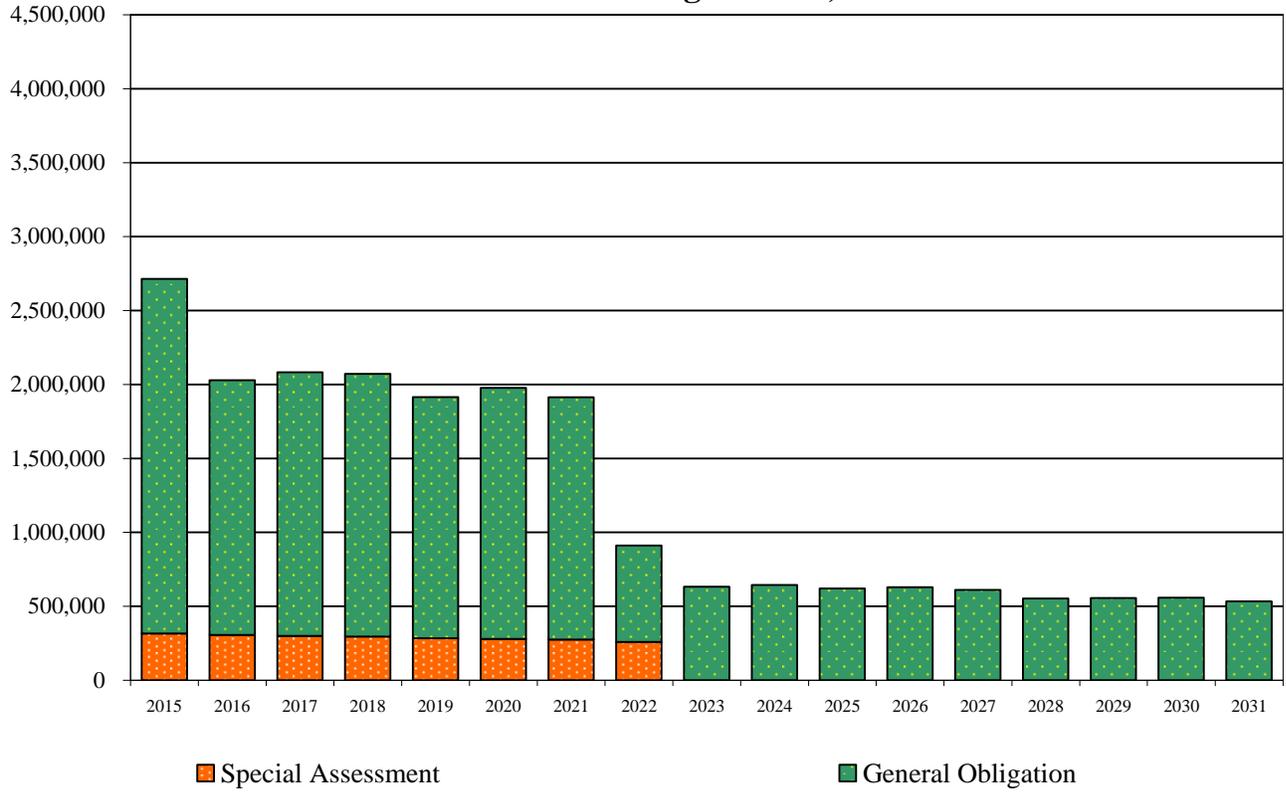
The City of Farmington Hills Building Authority is a financing vehicle utilized in Michigan to finance facilities through the issuance of bonded debt. This separate Authority issues debt, builds the facility and enters into lease agreements for the facilities with the community. The annual lease payments are in amounts equal to the annual debt service requirements. The operating tax levy support for debt service is budgeted in the General Fund and appropriated ultimately to the Building Authority Debt Service Fund. Lease payments are made to the Building Authority and the Building Authority renders payment to the bond paying agent. The City is currently financing the expansion of the D.P.W. Facility, renovation of Fire Station No. 2, and the relocation and expansion of the 47th District Court Facility through the City of Farmington Hills Building Authority.

Special Assessment Debt Service Fund

This Fund is used to accumulate special assessment collections to be used to pay debt service costs for bonds issued for specific improvements that benefit property owners and to account for the construction activity for local improvements that benefit property owners, as well as to pay back special assessment loans from the Special Assessment Revolving Fund. This Fund is comprised of Special Assessments Districts (SAD's) established for local roads and utility (water & sewer) projects. Alternatively, SAD's can be accounted for within its primary Fund, i.e., local road SAD's can be accounted for in the Local Road Fund, and any water and/or sewer SAD can be accounted for in the Water and Sewer Fund. Staff is proposing to move the Water and Sewer SAD's, along with the existing Payback Districts into the Water and Sewer Funds, respectively, as divisions within each of these Funds. Each District would still be able to be tracked, but they would then become part of the City's Water and Sewer Propriety Enterprise Fund/Business-type Activities.

The City of Farmington Hills' Debt Management Policies are outlined in the Financial Policies Section of this Budget Document. The following Chart reflects the Schedule of Debt Retirement for Existing Debt.

**Schedule of Debt Service (as of June 30, 2014)
for Fiscal Years Ending June 30, 2015-2031**



DEBT SERVICE FUNDS SUMMARY

	General Debt Service Fund #301	Building Authority Debt Fund #662	Special Assessment Debt Fund #813/883	Total Debt Service Funds
FUND BALANCE AT JULY 1, 2014	160,198	0	1,944,651	2,104,849
REVENUES				
Interest income	300	50	175,000	175,350
Special Assessments	0	0	650,000	650,000
Intergovernmental Revenues	231,393	0	0	231,393
Total Revenues	231,693	50	825,000	1,056,743
EXPENDITURES				
Bond principal payments	972,784	890,000	275,000	2,137,784
Interest and fiscal charges	245,259	291,905	41,888	579,052
Miscellaneous	2,650	975	33,000	36,625
Total Expenditures	1,220,693	1,182,880	349,888	2,753,461
Revenues over/(under) Expenditures	(989,000)	(1,182,830)	475,112	(1,696,718)
OTHER FINANCING SOURCES AND USES				
Proceeds from Bond Sale	0	0	2,320,584	2,320,584
Transfers In				
-General Fund	1,943,105	0	0	1,943,105
-SAD Revolving Fund	77,800	0	0	77,800
-General Debt Fund	0	1,182,830	0	1,182,830
-Park Millage Fund	150,000	0	0	150,000
Total Transfers In	2,170,905	1,182,830	0	3,353,735
Transfers Out				
-SAD Revolving Fund	0	0	(237,949)	(237,949)
-Local Road Fund	0	0	(2,678,584)	(2,678,584)
- Building Authority Fund	(1,182,830)	0	0	(1,182,830)
Total Transfers out	(1,182,830)	0	(2,916,533)	(4,099,363)
Total Other Financing Sources and Uses	988,075	1,182,830	(595,949)	1,574,956
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(925)	0	(120,837)	(121,762)
FUND BALANCE AT JUNE 30, 2015	159,273	0	1,823,814	1,983,086

General Debt Service Fund

FUND NUMBER: 301

Acct. No. Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
FUND BALANCE AT JULY 1	227,953	22,255	6,625	6,625	160,198	160,198
REVENUES						
(664) Interest Income	0	392	800	300	300	300
(655) Contribution from Farmington - Court	126,385	141,774	163,520	163,520	136,893	136,893
(655) District Court Building Fund	95,946	99,369	94,500	94,500	94,500	94,500
Total Revenues	222,331	241,535	258,820	258,320	231,693	231,693
OTHER FINANCING SOURCES						
(676) Contribution From Other Funds:						
General Fund	1,645,798	1,753,378	1,919,682	2,069,682	1,943,105	1,943,105
SAD Revolving Fund	0	17,298	78,900	78,900	77,800	77,800
Park Millage Fund	150,000	150,000	150,000	150,000	150,000	150,000
(695) Bond Proceeds	0	6,999,162	0	5,761	0	0
	1,795,798	8,919,838	2,148,582	2,304,343	2,170,905	2,170,905
TOTAL REVENUES AND OTHER FINANCING SOURCES	2,018,129	9,161,373	2,407,402	2,562,663	2,402,598	2,402,598
EXPENDITURES						
GENERAL DEBT ISSUES:						
(990) Interest:						
Caddell Erosion - 1994	16,410	12,092	7,436	7,436	2,456	2,456
Farmington Hills Golf Club	302,456	296,088	217,543	217,543	208,813	208,813
Farmington Hills Ice Arena	73,971	54,085	33,080	33,080	11,190	11,190
2012 G.O. Limited Capital Impr. Bond	0	17,297	23,900	23,900	22,800	22,800
Total	392,837	379,562	281,959	281,959	245,259	245,259
(995) Principal:						
Caddell Erosion - 1994	111,273	126,621	122,784	122,784	122,784	122,784
Farmington Hills Golf Club	175,000	225,000	225,000	225,000	300,000	300,000
Farmington Hills Ice Arena	465,000	460,000	500,000	500,000	495,000	495,000
2012 G.O. Limited Capital Impr. Bond	0	0	55,000	55,000	55,000	55,000
Total	751,273	811,621	902,784	902,784	972,784	972,784
TOTAL GENERAL DEBT	1,144,110	1,191,183	1,184,743	1,184,743	1,218,043	1,218,043
(996) Miscellaneous Expense	1,010	84,622	1,075	2,650	2,650	2,650
Total Expenditures	1,145,120	1,275,805	1,185,818	1,187,393	1,220,693	1,220,693

General Debt Service Fund

FUND NUMBER: 301

Acct. No. Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
OTHER FINANCING USES						
(905) Contribution to Building Authority						
Interest:						
47th District Court	47,075	25,938	0	0	0	0
Refunding Bond - 2003 DPW/Fire	47,758	41,555	34,770	34,770	27,280	27,280
47th District Court - Refunding	298,875	298,875	298,875	298,875	264,625	264,625
Total	<u>393,708</u>	<u>366,368</u>	<u>333,645</u>	<u>333,645</u>	<u>291,905</u>	<u>291,905</u>
Principal:						
47th District Court	500,000	600,000	0	0	0	0
Refunding Bond - 2003 DPW/Fire	185,000	180,000	205,000	205,000	200,000	200,000
47th District Court - Refunding	0	0	685,000	685,000	690,000	690,000
Total	<u>685,000</u>	<u>780,000</u>	<u>890,000</u>	<u>890,000</u>	<u>890,000</u>	<u>890,000</u>
Use of Bldg. Authority Fund Balance	0	(160,786)	(2,061)	(1,948)	925	925
Total Contribution to Building Auth.	1,078,708	985,582	1,221,584	1,221,697	1,182,830	1,182,830
Transfer to Escrow Agent	0	6,915,616	0	0	0	0
Total Other Financing Uses	<u>1,078,708</u>	<u>7,901,198</u>	<u>1,221,584</u>	<u>1,221,697</u>	<u>1,182,830</u>	<u>1,182,830</u>
TOTAL EXPENDITURES AND						
OTHER FINANCING USES						
	<u>2,223,828</u>	<u>9,177,003</u>	<u>2,407,402</u>	<u>2,409,090</u>	<u>2,403,523</u>	<u>2,403,523</u>
Revenues Over/(Under) Expenditures	(205,699)	(15,630)	0	153,573	(925)	(925)
FUND BALANCE AT JUNE 30	<u>22,255</u>	<u>6,625</u>	<u>6,625</u>	<u>160,198</u>	<u>159,273</u>	<u>159,273</u>

Building Authority Fund

FUND NUMBER: 662

Acct. No. Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
FUND BALANCE AT JULY 1	165,439	164,589	2,923	2,923	0	0
REVENUES						
(664) Interest Income	125	95	100	50	50	50
Total Revenues	125	95	100	50	50	50
OTHER FINANCING SOURCES						
Contributions from other funds:						
(301) General Debt Service Fund	1,078,708	985,582	1,221,584	1,221,647	1,182,830	1,182,830
Total Other Financing Sources	1,078,708	985,582	1,221,584	1,221,647	1,182,830	1,182,830
TOTAL REVENUES AND OTHER FINANCING SOURCES						
	1,078,833	985,677	1,221,684	1,221,697	1,182,880	1,182,880
EXPENDITURES						
995 Bond Principal	685,000	780,000	890,000	890,000	890,000	890,000
996 Bond Interest:						
Refunding -DPW/Fire	47,758	41,555	34,770	34,770	27,280	27,280
47th District Court	47,075	25,938	0	0	0	0
47th District Court - Refunding	298,875	298,875	298,875	298,875	264,625	264,625
Total Interest	393,708	366,368	333,645	333,645	291,905	291,905
Total Debt Service	1,078,708	1,146,368	1,223,645	1,223,645	1,181,905	1,181,905
970-994 Audit Fees	975	975	975	975	975	975
TOTAL EXPENDITURES						
	1,079,683	1,147,343	1,224,620	1,224,620	1,182,880	1,182,880
Revenues Over/(Under) Expenditures	(850)	(161,666)	(2,936)	(2,923)	0	0
FUND BALANCE AT JUNE 30	164,589	2,923	(13)	0	0	0

Special Assessment Debt Service Fund

FUND NUMBER: 813/883

Acct. No. Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
FUND BALANCE AT JULY 1	1,394,373	910,852	2,090,379	2,090,379	1,944,651	1,944,651
REVENUES						
664 Interest Income	219,160	204,826	193,164	178,273	175,000	175,000
672 Special Assessments	825,939	1,521,927	692,466	692,466	650,000	650,000
Total Revenue	1,045,099	1,726,753	885,630	870,739	825,000	825,000
EXPENDITURES						
440 Capital Outlay	20,490	42,455	33,000	33,000	33,000	33,000
996 Debt Service	473,717	287,847	408,651	408,651	316,888	316,888
Total Expenditures	494,207	330,302	441,651	441,651	349,888	349,888
Excess or Revenue (Under)/Over Expenditures	550,892	1,396,451	443,979	429,088	475,112	475,112
OTHER FINANCING SOURCES/(USES)						
SAD Bond Proceeds	0	2,470,000	2,204,664	0	2,320,584	2,320,584
Revolving SAD Fund	(642,333)	(855,306)	460,157	326,080	(237,949)	(237,949)
Local Roads	(378,195)	(1,831,618)	(3,137,944)	(900,896)	(2,678,584)	(2,678,584)
Water/Sewer	(13,885)	0	0	0	0	0
Total Other Financing Sources/(Uses)	(1,034,413)	(216,924)	(473,123)	(574,816)	(595,949)	(595,949)
Net Change in Fund Balance	(483,521)	1,179,527	(29,144)	(145,728)	(120,837)	(120,837)
FUND BALANCE AT JUNE 30	910,852	2,090,379	2,061,235	1,944,651	1,823,814	1,823,814

**CALCULATION OF DEBT LEVY FY 2014/15
GENERAL DEBT SERVICE FUND**

<i>Description of Debt</i>	<i>Fund Servicing Debt</i>	<i>Final Maturity</i>	<i>Debt Outstanding Year Ended 6/30/14</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>	<i>Millage*</i>
Building Authority Issues:							
Refunding Bonds-2003 DPW/Fire Station No.2	Building Authority	11-17	790,000	200,000	27,280	227,280	0.0745
47TH District							
Court Refunding	Building Authority	04-21	5,870,000	690,000	264,625	954,625	
Farmington Hills Court Debt			5,870,000	690,000	264,625	954,625	0.3129
Less Farmington's Share (14.34%)				(98,946)	(37,947)	(136,893)	(0.0449)
Less Revenues/Contributions				(68,304)	(26,196)	(94,500)	(0.0310)
Net Debt Levy				522,750	200,482	723,232	0.2370
Use of Bldg. Authority Fund Balance						0	0.0000
Total Building Authority Issues			6,660,000	722,750	227,762	950,512	0.3115
Storm Drain Debt Issues:							
Caddell Drain II	Debt Service Fund	10-14	122,784	122,784	2,456	125,240	0.0410
Total Storm Drain Debt Issues			122,784	122,784	2,456	125,240	0.0410
Ice Arena			495,000	495,000	11,190	506,190	0.1659
Farmington Hills Golf Club:			7,045,000	300,000	208,813	508,813	0.1667
Capital Improvement Bonds - City Share of SAD			915,000	55,000	22,800	77,800	0.0255
Miscellaneous Expenditures						2,650	
Parks & Rec. Millage Fund						(150,000)	
SAD Revolving Fund						(77,800)	
Interest Earnings						(300)	
Fund Balance Contribution						0	
						(225,450)	(0.0739)
GRAND TOTAL			15,237,784	1,695,534	473,021	1,943,105	0.6368
			Net	Debt			
			Amount	Millage			
DEBT LEVY:			1,943,105	0.6368			
Taxable Value less Ren.Zone			3,051,369,420				

* Debt issued prior to the State Constitutional Amendment in December, 1978, or approved by the vote of the electorate since that time, is exempt from Charter Millage Limitation. Debt issued without a vote of the electorate since then is subject to Charter Millage Limitations. All current bond issues and related debt service is subject to the Charter limits.

DEBT SUMMARY FY 2014/15

Description of Existing Debt	Fund Servicing Debt	Debt Outstanding at June 30, 2014	Principal	Interest	Total
General Obligation:					
Ice Arena	Debt Service	495,000	495,000	11,190	506,190
Farmington Golf Club	Debt Service	7,045,000	300,000	208,813	508,813
Local Roads	Debt Service	915,000	55,000	22,800	77,800
Building Authority Bonds	Debt Service	6,660,000	890,000	291,905	1,181,905
Special Assessment Bonds	Special Assessment	2,135,000	275,000	41,888	316,888
Contractual Obligation					
Oakland County	Debt Service	122,784	122,784	2,456	125,240
TOTAL		17,372,784	2,137,784	579,052	2,716,836

STATEMENT OF LEGAL DEBT MARGIN AS OF JUNE 30, 2014

Act 279, Public Acts of Michigan of 1909, as amended, provides that the net indebtedness of the City shall not exceed 10 percent of all assessed valuation as shown by the last preceding assessment roll of the City. In accordance with Act 279, the following bonds are excluded from the computation of net indebtedness:

- Special Assessment Bonds
- Mortgage Bonds
- Revenue Bonds
- Bonds issued, or contracts or assessment obligations incurred, to comply with an order of the Water Resources Commission or a court of competent jurisdiction.
- Other obligations incurred for water supply, drainage, sewerage, or refuse disposal projects necessary to protect the public health by abating pollution.

The Municipal Finance Act provides that the total debt in Special Assessment Bonds, which would require that the City pledge its full faith and credit, shall not exceed 12 percent of the assessed valuation of taxable property of the City, nor shall such bonds be issued in excess of three percent in any calendar year unless voted. The Special Assessment Bond percent is in addition to the above described 10 percent limit provided in Act 279, Public Acts of Michigan of 1909, as amended.

FY 2014/15 BUDGET

2014 State Equalized Value	3,054,060,110
Debt Limited (10% of State Equalized Valuation and Equivalent)	305,406,011
Amount of Outstanding Debt	17,372,784
Less:	
Special Assessment Bonds	2,135,000
	15,237,784
LEGAL DEBT MARGIN	290,168,227

CAPITAL PROJECTS FUNDS

Capital Projects Funds are maintained to account for financial resources that are restricted, committed or assigned to expenditures for capital outlays; including the acquisition or construction of major capital facilities or outlays, other than those of Roads funded by Gas & Weight Taxes, Parks & Recreation, Forfeiture Funds, and Water & Sewer Utilities, which are accounted for in separate Special Revenue and Enterprise Funds. Budget Funds in this group include:

- **The Capital Improvement Fund**, which is a major Fund by the criteria of GASB 34 and is used to account for the development of capital projects, facilities and equipment; and
- **The Golf Course Capital Improvement Fund**, which was established in 1992 and is financed by a per-round surcharge on green fees for improvements at the City's Golf Course.
- **The Revolving Special Assessment Fund**, which was established in 1986 to utilize assessments for construction advances, loans to SAD's, the City's contribution to SAD's, the elimination of SAD deficits, and for ongoing repairs and maintenance to SAD's.

CAPITAL PROJECTS FUNDS SUMMARY

	Capital Improvement Fund #404	Golf Course Capital Improv. Fund #412	Revolving Special Assessment Fund #247	Total Capital Project Funds
FUND BALANCE AT JULY 1, 2014	1,411,061	18,137	1,306,649	2,735,847
REVENUES				
Sales, Fees & Other	4,200	31,500	0	35,700
Interest income	3,000	70	350	3,420
Total Revenues	7,200	31,570	350	39,120
EXPENDITURES				
Public Facilities	843,000	0	0	843,000
Drainage	498,500	0	0	498,500
Side Walk	505,000	0	0	505,000
Equipment	2,159,428	28,000	0	2,187,428
Administration & Misc.	1,950	200	1,400	3,550
Total Expenditures	4,007,878	28,200	1,400	4,037,478
Revenues over/(under) Expenditures	(4,000,678)	3,370	(1,050)	(3,998,358)
OTHER FINANCING SOURCES AND USES				
Transfer in from SAD's	0	0	595,949	595,949
Transfer in from CDBG	152,910	0	0	152,910
Transfer in from General Fund	2,436,707	29,952	0	2,466,659
Transfer out	0	0	(525,300)	(525,300)
Total Other Financing Sources and Uses	2,589,617	29,952	70,649	2,690,218
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(1,411,061)	33,322	69,599	(1,308,140)
FUND BALANCE AT JUNE 30, 2015	0	51,459	1,376,248	1,427,707

CAPITAL IMPROVEMENT FUND

Overview

In 1982, the City Council established the Capital Improvement Fund for the purpose of providing financing for the acquisition and construction of infrastructure improvements and equipment acquisitions in excess of \$25,000 to maintain the quality of service in Farmington Hills. The annual Capital Improvement Fund Budget is the financial means by which the first year of the Capital Improvement Program (CIP) is implemented to the extent revenues are available.

Capital Improvement Plan

The City Charter (Sections 3.07 and 6.08) charges the City Manager with the responsibility of submitting a Capital Improvements Plan to the City Council. Public Act 285 of the Public Acts of 1931 of the State of Michigan requires cities with Planning Commissions to prepare a Six-Year Capital Improvements Plan.

The goal in developing a multi-year Capital Improvement Program is to plan for and establish guidelines and priorities for capital improvements and expenditures in a fiscally sound manner. This program sets forward the basis for annual fiscal capital projects budgeted in the budgetary funds such as the Capital Improvement Fund, Road Funds and dedicated millage funds for Public Safety and Parks and Recreation development. The CIP helps track multi-year projects that may require planning, design, land acquisition, construction and future operating costs. The projects identified in the CIP represent the City's plan to serve residents and anticipate the needs of our dynamic community. It is updated annually by the Planning Commission and presented to the City Council for their consideration. The following documents are considered in the preparation of the CIP:

- Five Year Departmental Plans
- Capital Improvements Plan
- The Master Plan for Future Land Use
- The Parks and Recreation Master Plan
- The Economic Development Plan
- The Master Storm Drainage Plan
- The Sustainability Study
- The Technology Master Plan
- The Municipal Complex Master Plan

Within each of these plans, a prioritization process is described that outlines how specific projects are ranked. Each year the Planning Commission, with staff input, prioritizes the projects in the Capital Improvements Plan. The establishment of priorities is indicated by the fiscal year in which the projects are scheduled to be implemented.

The Plan is reviewed by the Planning Commission at a study session and then set for public review at a public hearing. The finalized document becomes the "City of Farmington Hills Six Year Capital Improvements Plan." This formal document is not static but is used as a basis for next year's plan.

Capital Improvement Fund

As used in this document, the term Capital Improvements Plan is intended to reflect a complete list of all major capital projects with estimates anticipated in both capital and future operating costs over the next six-year period that will be necessary to serve existing and new development in the City. All of these public facilities, utility and service projects are listed on a priority basis, which reflects the fiscal year in which they are proposed. This six-year program also includes a discussion for providing the financial means for implementing the projects so that the City can provide, as adequately as possible, for the public health, safety and general welfare of all the people of the City and economic activities that support them.

Relationship between the Capital and Operating Budgets

The Capital and Operating budgets are closely interrelated. The allocation of the total millage between operating expenditures in the General Fund, capital expenditures in the Capital Improvement Fund, and debt service on bond issues, whose proceeds were utilized to fund prior capital improvements, has a direct impact on funding committed for operations and capital improvements.

Capital expenditures impact the operating budget both positively and negatively. Paving and resurfacing roads reduces maintenance costs as does major refurbishing of City facilities. Sidewalk and bike path construction, storm drainage improvements, and DPW equipment replacement do not add any significant operating costs. However, the construction of new facilities and expansions of existing facilities will increase utility, building maintenance and custodial costs. See the Project Detail section for specific information on the operating impact of funded capital projects.

Revenue

Operating Millage appropriated to this Fund from within the City Charter millage is the primary source of revenue. The property tax appropriation increases by \$592,726 in FY 14/15 to fund the proposed Capital Projects.

Expenditures

The annual Capital Improvement Fund budget is the financial means by which the first year of the Capital Improvement Program is implemented to the extent revenues are available. For FY 2013/14, there were over \$1.7 million of project expenditures encumbered and carried forward from FY 2012/13. For FY 2014/15, in addition to the capital projects contained in the General Fund, Road Funds, Forfeiture Funds, the Parks Millage Fund, the Brownfield Redevelopment Authority Fund and Golf Course Capital Improvement Fund budgets, the City plans to expend approximately \$4.0 million for capital improvements in this Fund benefiting the entire community. This program is comprised of facility improvements and expansions, sidewalk construction, drainage improvements, technology enhancements, and the acquisition of various equipment for the Public Works, Special Services, Police and Fire Departments. The Project Detail pages describe the capital projects.

Capital Improvement Fund

Fund Balance:

The projected fund balance for FY 14/15 will decrease by \$1,411,061 to \$0 by June 30, 2015.

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

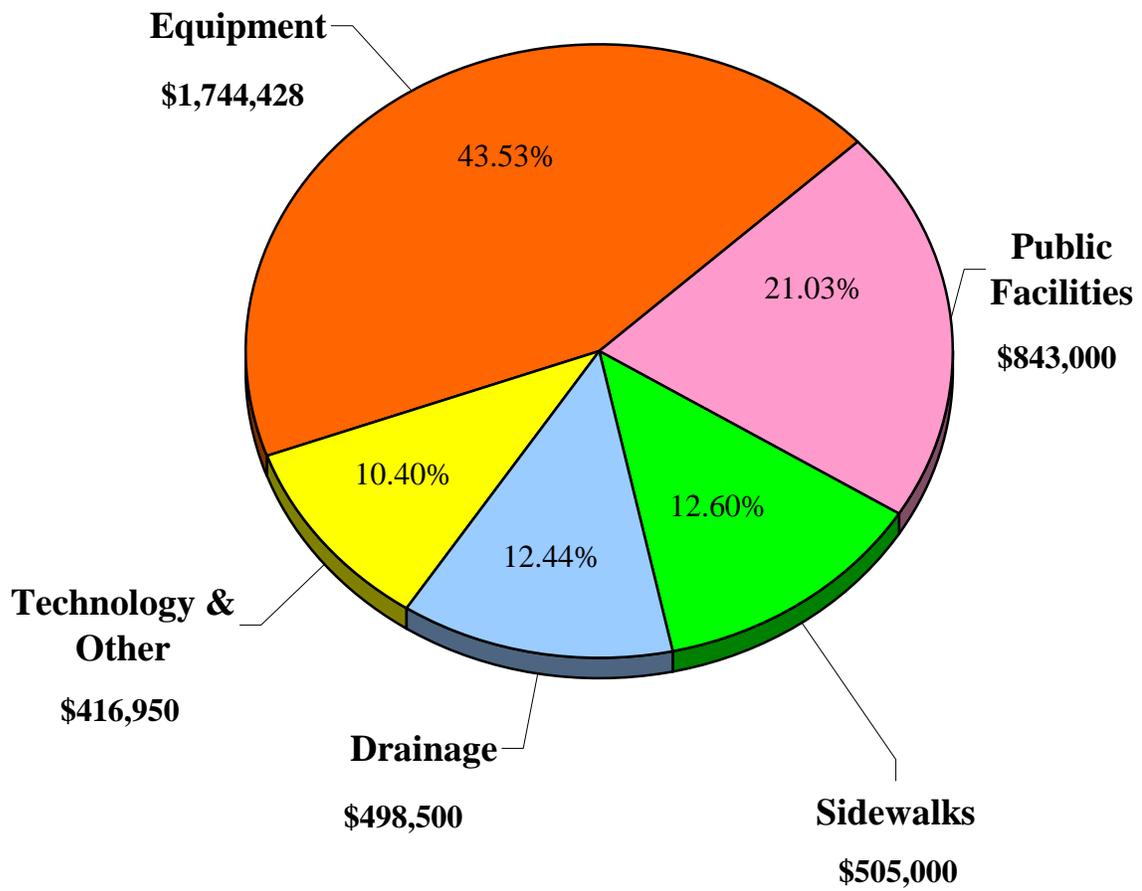
- \$589,517 or 10.43% decrease from the current budget.
- The decrease results primarily from the projected lower than budgeted public facility and equipment costs, partially offset by projected increased drainage and sidewalk project costs.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$1,054,966 or 20.84% decrease from the FY 13-14 year-end projection and \$1,644,483 or 29.09% decrease from the FY 13-14 budget.
- The budget to budget decrease results from approximately \$180,000 less drainage expenditures, \$18,000 less sidewalk expenditures, \$677,000 less public facilities expenditures, and \$770,000 less equipment expenditures.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Capital Improvement Fund	\$874,411	\$2,147,078	\$5,652,361	\$5,062,844	\$4,007,878

Capital Improvement Fund Expenditures \$4,007,878



Capital Improvement Fund**CAPITAL IMPROVEMENT FUND**

FUND NUMBER: 404

Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
FUND BALANCE AT JULY 1	3,652,005	3,696,544	4,567,903	4,567,903	1,411,061	1,411,061
REVENUES						
Interest on Investments	2,692	2,356	3,000	2,500	3,000	3,000
Sale of Fixed Assets	2,400	6,700	33,000	3,500	4,200	4,200
Energy & Environmental Sustainability	6,968	5,821	0	0	0	0
Grants	94,521	80,203	0	49,379	0	0
Miscellaneous	0	10,556	1,000	4,642	0	0
Total Revenues	106,581	105,636	37,000	60,021	7,200	7,200
OTHER FINANCING SOURCES						
Bond Proceeds	0	355,328	0	0	0	0
Contribution From Other Funds:						
CDBG Fund	261	219,439	0	2,000	152,910	152,910
General Fund - Property Tax Allocation	788,108	2,338,034	1,803,981	1,803,981	2,411,707	2,411,707
General Fund - Energy/Utility Savings Allocation	0	0	40,000	40,000	25,000	25,000
Contribution From Other Governments						
City of Farmington	24,000	0	0	0	0	0
Total Other Financing Sources	812,369	2,912,801	1,843,981	1,845,981	2,589,617	2,589,617
TOTAL REVENUES AND OTHER FINANCING SOURCES	918,950	3,018,437	1,880,981	1,906,002	2,596,817	2,596,817
EXPENDITURES						
DRAINAGE	48,538	158,385	678,355	905,454	498,500	498,500
PUBLIC FACILITIES						
Land Acquisition	4,213	550	0	6,052	5,000	5,000
Fire Station Improvements	161,797	118,803	209,321	198,000	100,000	100,000
City Hall Revitalization Project	5,804	0	0	0	0	0
City Hall Furnishings	0	13,518	0	0	0	0
Police Building Improvements	10,733	189,268	310,200	310,200	250,000	250,000
Police Parking Lot Improvements	0	0	0	0	250,000	250,000
Gas Pump & Related Canopy Replacement	0	0	118,000	118,000	0	0
Barrier Free (ADA) Improvements	0	0	25,000	25,000	25,000	25,000
DPW Improvements	152,940	0	690,000	60,000	0	0
Energy & Environmental Sustainability Projects	124,636	46,036	40,500	22,500	43,000	43,000
Heritage Park Entry Road Improvements	0	0	0	0	170,000	170,000
Activity Center Renovation	0	0	127,254	130,798	0	0
Total Public Facilities	460,123	368,175	1,520,275	870,550	843,000	843,000
SIDEWALKS	90,859	409,773	522,788	572,048	505,000	505,000

Capital Improvement Fund**CAPITAL IMPROVEMENT FUND****FUND NUMBER: 404**

Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
EQUIPMENT						
Communications (Radar)	12,720		0	0	0	0
Data Processing & Technology	55,603	302,704	303,254	303,254	415,000	415,000
Police Equipment	0	245,013	115,000	115,000	60,000	60,000
Fire Equipment & Apparatus	880	279,079	1,233,064	1,097,941	639,428	639,428
Special Services Equipment	0	0	0	0	30,000	30,000
D.P.W. Equipment	202,566	375,778	1,277,675	1,193,952	1,015,000	1,015,000
Total Equipment	<u>271,769</u>	<u>1,202,574</u>	<u>2,928,993</u>	<u>2,710,147</u>	<u>2,159,428</u>	<u>2,159,428</u>
ADMINISTRATIVE						
Bond Issuance Costs	1,472	6,221	0	0	0	0
General E&E Sustainability Supplies	0	0	0	2,695	0	0
Audit Fees	1,650	1,950	1,950	1,950	1,950	1,950
Total Administrative	<u>3,122</u>	<u>8,171</u>	<u>1,950</u>	<u>4,645</u>	<u>1,950</u>	<u>1,950</u>
TOTAL EXPENDITURES	<u>874,411</u>	<u>2,147,078</u>	<u>5,652,361</u>	<u>5,062,844</u>	<u>4,007,878</u>	<u>4,007,878</u>
TOTAL EXPENDITURES AND OTHER FINANCING USES	874,411	2,147,078	5,652,361	5,062,844	4,007,878	4,007,878
Revenues Over/(under) Expenditures	44,539	871,359	(3,771,380)	(3,156,842)	(1,411,061)	(1,411,061)
FUND BALANCE AT JUNE 30	<u>3,696,544</u>	<u>4,567,903</u>	<u>796,523</u>	<u>1,411,061</u>	<u>0</u>	<u>0</u>

PROJECT DESCRIPTIONS

Drainage

Drainage projects improve the drainage courses outlined in the Master Storm Drainage Plan and are supplemented by storm water quality considerations required under the City’s National Pollutant Discharge Elimination System storm water permit. Priority criteria are:

- Integrating water quantity issues with water quality issues;
- Immediate flood peak reduction to solve the most significant flooding concerns;
- Integration with other improvements including water main, sanitary sewer, paving and building construction;
- Ensuring the continued development and redevelopment of the City; and
- Encouragement of riparian stewardship and maintenance.

In 2014/15 drainage expenditures of \$498,500 will be as follows:

	DRAINAGE PROJECTS	14/15 BUDGET	MAINT. COSTS	OTHER OPERATING COSTS
1.	Storm Water Pollution Prevention Initiative	50,000	No Change	No Change
2.	Miscellaneous Drain Construction	50,000	No Change	No Change
3.	Illicit Discharge Elimination Program	30,000	No Change	No Change
4.	GIS Storm Phases I, II & III	25,000	No Change	No Change
5.	Open Channel Maintenance	100,000	No Change	No Change
6.	Biddlestone Culvert Replacement	75,000	\$200/yr	No Change
7.	Caddell Drain County Maintenance Project	26,500	No Change	No Change
8.	Storm Water Asset Management Program	142,000	No Change	No Change

1. Storm Water Pollution Preventative Initiative. An NPDES permit was obtained from the MDEQ. As a requirement of the permit, a watershed management plan is needed. A major component of this plan is the Storm Water Pollution Prevention Initiative. The Pollution Prevention Initiative requires that certain projects and procedures be adopted that will ultimately lead to a cleaner Rouge River in accordance with the Federal Clean Water Act. Projects may include erosion controls in the open watercourses in Farmington Hills and siltation basins to remove suspended sediment from storm water.
2. Miscellaneous Drain Construction. This involves construction of storage facilities, pipe and culvert enclosures and channel improvements throughout most of the drainage districts in the City. It also includes projects that are necessitated from inspection programs.
3. Illicit Discharge Elimination Program. Under the current NPDES storm water permit, the City has a continuous requirement to identify and remove illegal discharges into City owned drainage systems. This includes sanitary system corrections, drainage system sampling and monitoring, education programs, pollution investigative efforts, etc, that are related to the City owned drainage system.
4. GIS Storm Phases I, II & III. This project involves the identification of areas in the City where storm system features have not been acquired to date and locating plans for these areas where available. The additional plans will be digitized and storm features will be added to the GIS storm sewer layer as required under the NPDES permit issued to Farmington Hills.
5. Open Channel Maintenance. Ninety-percent of the City’s drainage system is in open channels. Most of these major drainage courses have not been cleaned since their original construction. This program represents a continuous program for maintenance of these drainage courses.

Capital Improvement Fund

6. Biddlestone Culvert Replacement. A corrugated drain pipe under Biddestone is in need of replacement. The main box culvert is in satisfactory condition.
7. Caddell Drain County Maintenance Project. This Project includes the completion of repairs to stream bank erosion and repairs and enhancements of the detention basin west of Halsted Road, which will be coordinated through the Oakland County Water Resources Commission as portions of the Caddell Drain are outside the City.
8. Storm Water Asset Management Program. The State of Michigan recently made \$450 million dollars available to communities to assist them in addressing stormwater and wastewater issues and construct improvements. Each community may request \$2 million dollars. If successful in obtaining grant dollars the first million dollars is provided at 90/10 match and the second million dollars is provided at a 75/25 match. This funding will be used, in part, to update the City's Master Storm Drainage Plan adopted by the City in 1986 to incorporate modern storm water best management practices involving quantity, quality, and sustainability techniques. In addition, the monies will be used to develop an asset management program so that the City can more strategically fund and schedule storm drainage improvements.

Financial impact: Drainage improvements do not have a significant impact on operating budgets. The cost of the capital improvements are distributed over many years and ensure continued improvement, thereby having the potential to save millions of dollars in flood damage in the future.

Non-financial impact: The City is required to install various improvements in accordance with the United States Clean Water Act. All projects are consistent with the City's federal permit. Funding projects in the Master Storm Drainage Plan promotes an improved quality of life.

Public Facilities

The Municipal Complex Master Plan defines space requirements necessary to alleviate overcrowding and provides the technological requirements that are necessary for the City to provide services.

In 2014/15 public facilities expenditures of \$843,000 will be as follows:

	PUBLIC FACILITIES	14/15 BUDGET	MAINTENANCE COSTS	OTHER OPERATING COSTS
1.	Land Acquisition	5,000	No Change	No Change
2.	Energy & Environmental Sustainability	43,000	Reduction	No Change
3.	Barrier Free (ADA) Improvements	25,000	No Change	No Change
4.	Fire Station Improvements	100,000	No Change	No Change
5.	Police Locker Room Renovation	250,000	No Change	No Change
6.	Police Parking Lot Improvements	250,000	No Change	No Change
7.	Heritage Park Entry Road Improvement	170,000	No Change	No Change

1. Land Acquisition. Contingency for tax sale properties that may come available for a public purpose.
2. Energy & Environmental Sustainability. Numerous opportunities remain throughout City facilities to decrease energy use, deploy renewable energy and implement other energy and environmental initiatives. Investing in sustainability reduces city operating costs and hedges against the rising cost of energy. In most cases, investments in energy efficiency can have a positive impact on operation and maintenance budgets allowing funds to be redeployed to other priorities. Projects to be targeted as Energy and Environmental Sustainability Funds or grants allow include:
 - Lighting Upgrades: Various Locations
 - Energy Efficiency Upgrades (Non-Lighting): Various Locations
 - LED Parking Lot Light Retrofits: Various Locations.
 - Building Envelope Improvements: Various Locations.

Capital Improvement Fund

- Fleet Average MPG Improvements.
 - Alternative Fueled Vehicles and Infrastructure Deployment (Charging Stations): Municipal Complex, Costick Center, Golf Course and Heritage Park.
3. Barrier Free (ADA) Improvements. The City conducted a survey of architectural barriers in its buildings, facilities, and parks in the spring and summer of 2008. The survey identified physical barriers in City buildings, facilities, and parks built prior to 1992 based on Michigan Barrier Free Design standards. Recognizing that the City has limited funds and cannot immediately make all buildings, facilities, and parks fully accessible, the City has prioritized barriers based on a barrier's level of impact on a person's ability to access City facilities and/or programs.
 4. Fire Station Improvements. Fire stations 1, 2, 4, and 5 are in need of a network of interior improvements. These stations are all over 15 years old. Currently, various cabinets, countertops, carpet and furnishings are in need of repair/replacement. Additionally some wall modifications are necessary to create an office for the on-duty Battalion Chief.
 5. Police Locker Room Renovation. The men's and women's locker rooms in the Police Building have not been updated since the construction of the building in 1986. The two rooms are extremely outdated and in obvious need of upgrading. Long term plans are for updating these rooms to include the lavatory, sink and shower facilities, lockers and other areas as necessary. This project will provide for the opportunity to ensure ADA compliance.
 6. Police Parking Lot Improvements. The west parking lot directly adjacent to the police building is in a state of deterioration and requires replacement/resurfacing. This project will provide for drainage improvements and repair of surrounding walkway surfaces.
 7. Heritage Park Entry Road Improvement. Matching grant opportunities may be available through the Michigan Natural Resources Trust Fund (MNRTF) and/or the Land and Water Conservation Fund (LWCF).

Financial Impact: Some of these public facility improvements/replacements are expected to provide energy savings cost reductions.

Non-financial Impact: Improved employee working conditions is expected to increase employee efficiency, effectiveness and morale.

Sidewalks and Bike Paths

Providing safe pedestrian travel along major traffic corridors is a priority of the City Council, School Board, staff, and residents. Developers have installed sidewalks as a requirement of development. In many cases, sidewalk gaps have resulted. Annually, pedestrian traffic generators and sidewalk gaps are identified in preparation of the Capital Improvements Plan. These areas continue to be a priority. In 2014/15 sidewalks and bike path expenditures of \$505,000 will be as follows:

	SIDEWALKS AND BIKE PATHS	14/15 BUDGET	MAINTENANCE COSTS	OTHER OPERATING COSTS
1.	Sidewalk Replacement Program	80,000	No Change	No Change
2.	Non-motorized Program	50,000	No Change	No Change
3.	Halsted Sidewalk Path	50,000	No Change	No Change
4.	8 Mile, Halsted to Lujon	125,000	No Change	No Change
5.	14 Mile, South Side, Farmington to Drake	200,000	No Change	No Change

Financial Impact: Providing sidewalks and bike paths does not have a significant impact on operating budgets.

Capital Improvement Fund

Non-financial Impact: Sidewalks and bike paths add to the attractiveness of the City, appeal to families, and signal a resident-friendly community. They contribute positively to the community's environment and image. They provide safe pedestrian travel to schools, shopping centers, and recreational areas.

Equipment

In 2014/15 equipment in the amount of \$ 2,159,428 will be purchased.

Technology Equipment

The Technology Master Plan provides for ongoing costs of equipment and technology improvements. Ongoing costs include the replacement of equipment and a fast and reliable network. Included in the budget are: PC/network and database upgrades, scheduling software, the digitizing of microfiche and microfilm, an emergency medical dispatch system and various other technology improvements and upgrades to keep the network fast and reliable.

Public Service, Special Service and Public Safety Equipment

Due to the expense of major equipment purchases for the DPS, Special Services and Public Safety (Police & Fire) Departments, a continuous provision must be made from year to year for new equipment and to replace worn out and unserviceable equipment. Priority is given based on mileage, safety, body/interior condition, functionality, mechanical condition, and service record.

	EQUIPMENT	14/15 BUDGET	MAINT. COSTS	OTHER OPERATING COSTS
	Technology			
1.	Emergency Medical Dispatch System	75,000	5,000	No Change
2.	Digitizing of Microfiche and Microfilm	25,000	No Change	No Change
3.	City-Wide Technology	315,000	35,000	No Change
	Police Department			
4.	Long Gun Replacement	60,000	No Change	No Change
	Fire Department			
5.	Engine #1 Replacement	485,000	1,875	No Change
6.	Medic #4 Replacement	154,428	625	No Change
	Special Service Department			
7.	Truck	30,000	No Change	No Change
	Public Service Department			
8.	Ford Fusions	40,000	No Change	No Change
9.	Propane Retrofits	50,000	No Change	No Change
10.	Refurbished Winter Maintenance Equipment	50,000	No Change	No Change
11.	10-yard Dump Truck	305,000	No Change	No Change
12.	5-yard Hook Loading Truck	245,000	No Change	No Change
13.	Street Sweeper Replacement	260,000	No Change	No Change
14.	Stake Truck Replacement	65,000	No Change	No Change

Financial Impact: Purchasing equipment does not have a significant impact on the operating budget.

Non-financial Impact: Having reliable equipment is essential to maintain roads and for the safety of our residents.

PROJECT LIST

Capital Improvement Fund

	ADOPTED
	FY 2014/15
<u>DRAINS</u>	
Storm Water Pollution Prevention Initiative (SWPPI)	50,000
Miscellaneous Drainage Construction	50,000
Lamuera Estates Drainage Improvements	0
Longwood Retrofit Detention Basin	0
IDEP Elimination Program	30,000
GIS Storm Phases I & II & III	25,000
Drainage Maintenance (Open Channel)	100,000
14 Mile Culvert Replacement/Peeble Creek Drains	0
Edgemoor Culvert	0
Biddlestone Culvert Replacement	75,000
Staman Acres Drainage Improvements	0
Caddell Drain County Maintenance Project	26,500
Storm Water Asset Management Program	142,000
Holly Hills Farms Drainage Improvements	0
TOTAL DRAINAGE	498,500
<u>PUBLIC FACILITIES</u>	
Land Acquisition	5,000
Barrier Free (ADA) Improvements	25,000
Energy & Environmental Sustainability Projects	43,000
Activity Center Windows Replacement	0
Heritage Park Entry Road Improvement	170,000
Fire Station Improvements	100,000
Police Building Interior Updates	0
Police Parking Lot Improvements	250,000
Police Locker Room Renovation	250,000
Police Bldg.-Limestone Facade Repairs	0
Police Department Gas Pump Canopy Replacement	0
DPW - Salt Brine Manufacturing System Upgrade	0
DPW Garage Heavy Hoist Replacement	0
DPW Secondary Containment/Cold Storage Area	0
TOTAL PUBLIC FACILITIES	843,000
<u>SIDEWALK PROGRAM</u>	
FY 2014/15 Sidewalk Replacement Program	80,000
FY 2013/14 Sidewalk Replacement Program	0
FY 2011/12 Sidewalk Replacement Program	0
FY 2012/13 Sidewalk Replacement Program	0
Non-mororized Program	50,000
Halsted Sidewalk/Path	50,000
12 Mile, South Side, Inkster to Herndonwood	0
Independence, South Side, Rossevelt to Waldron	0
10 Mile (Haggerty - Research Drive)	0
8 Mile, Lujon to West City Limits	0
8 Mile, Halsted to Lujon	125,000
14 Mile, South Side, Claymore to Veronica	0
14 Mile, South Side, Farmington to Drake	200,000
TOTAL SIDEWALK PROGRAM	505,000

Capital Improvement Fund

EQUIPMENT

Technology	
Emergency Medical Dispatch System	75,000
Digitizing of Microfiche and Microfilm	25,000
Data Processing, Technology & Office Equipment	315,000
Total Technology	<u>415,000</u>
Police Equipment:	
Police Long Gun Replacement	60,000
Police Handgun Replacement	0
Total Police Equipment	<u>60,000</u>
Fire Equipment:	
Fire Pump	0
Replacement of Mobile Computers	0
Replacement of Turnout Clothing	0
Replacement of Extraction Equipment	0
Yukon Conversion	0
Graphics for Front Side	0
Engine #1 Replacement	485,000
Station #4 SCBA Air Compressor Replacement	0
Replacement for Medic #4	154,428
Defibrillator	0
Total Fire Equipment	<u>639,428</u>
Special Services Equipment:	
Truck	30,000
Total Special Services Equipment	<u>30,000</u>
D.P.W. Equipment:	
Ford Fusions	40,000
Propane Retrofits	50,000
Five Yard Hook Truck with Attachments	0
Refurbish Winter Maintenance Equipment	50,000
Rotter Hose Replacement	0
Replacement of Gradall Excavator	0
10-yard Dump Truck	305,000
5-yard Hook Loading Truck	245,000
V-Box Slip-in Salt Distribution	0
Street Sweeper Replacement	260,000
Stake Truck Replacement	65,000
Hydroseeder	0
Total DPW Equipment	<u>1,015,000</u>
TOTAL EQUIPMENT	<u>2,159,428</u>

CIP SUMMARY TABLE

DEPARTMENT	TOTAL COST	CITY COST	Maint. Costs							Future	Projects
				2014/15	2015/16	2016/17	2017/18	2018/19	2019/20		
Drainage	\$17,050	\$14,505	25	847	255	351	666	1,243	255	10,888	19
Sanitary	68,435	38,762	NC	26,012	500	500	10,750	500	500	0	4
Watermains	27,470	27,470	NC	2,500	1,766	934	100	900	900	20,370	10
Public Facilities	4,623	4,623	70	1,358	475	865	875	400	400	250	14
Sidewalks	9,198	7,504	NC	380	215	470	1,065	1,100	240	4,034	28
Transportation	259,891	23,000	20	3,336	1,590	2,490	1,740	240	240	13,364	23
DPW Equipment	5,415	5,415	NC	925	895	975	925	890	805	0	6
Fire Equipment	4,877	4,877	16	511	215	920	1,360	1,220	651	0	6
Parks & Rec.	9,165	8,680	155	235	315	330	70	65	65	7,600	8
TOTALS	\$406,124	\$134,836	\$286	\$36,104	\$6,226	\$7,835	\$17,551	\$6,558	\$4,056	\$56,506	118

* Costs shown are in thousands of dollars.

Capital Improvement Fund

DRAINAGE

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	Figures shown are in thousands of dollars.						
				2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	FUTURE
Storm Water Pollution Prevention Initiative (SWPPI)	300,000	300,000	NC	50	50	50	50	50	50	
Storm Water GIS	150,000	150,000	NC	25	25	25	25	25	25	
IDEP Elimination Program	180,000	180,000	NC	30	30	30	30	30	30	
Miscellaneous Drain Construction	300,000	300,000	NC	50	50	50	50	50	50	
Open Channel Maintenance Program	600,000	600,000	NC	100	100	100	100	100	100	
Storm Modeling and Master Plan Update & Asset Management Plan	1,235,000	142,000	NC	142						
Cadell Drain Improvements - Phase I	750,000	450,000	NC	450						
Brittany Culvert Replacement	730,000	730,000	N C							730
Minnow Pond Drain, Thirteen Mile and Mirlon	100,000	96,000	NC			96				
Rollcrest/North Ravines	411,000	411,000	1,500 AC				411			
North Bell, Randall to Ruth	988,000	988,000	1,500 AC					988		
Brookhill Subdivision Drainage	936,000	188,000	NC							188
Fendt Channel Improvement	120,000	120,000	NC							120
Minnow Pond at Halsted	3,500,000	3,500,000	10,000 AC							3,500
Staman Acres Storm Water Relief	1,200,000	1,200,000	5,000 AC							1,200
North Bell, Eight Mile to Randall	800,000	800,000	3,000 AC							800
North Bell, Ruth to Farmington City Limit	1,050,000	1,050,000	3,500 AC							1,050
Cadell Drain Improvements - Phase II	1,000,000	600,000	NC							600
Woodcreek Hills Subdivision Drainage	2,700,000	2,700,000	NC							2,700
TOTAL:	\$17,050,000	\$14,505,000	\$24,500	847	255	351	666	1,243	255	10,888

Capital Improvement Fund

SANITARY SEWERS

SANITARY SEWER PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	Figures shown are in thousands of dollars.						
				2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	FUTURE
Sanitary Sewer Rehabilitation Program	3,000,000	3,000,000	NC	500	500	500	500	500	500	
Evergreen/Farmington LTCAP Upgrade - Middlebelt Transport and Storage Tunnel and Utley Area Sanitary Sewer	46,600,000	25,210,000	NC	25,210						
Wastewater Asset Management Plan	1,210,000	302,000	NC	302						
Evergreen/Farmington LTCAP Upgrade - Eight Mile Road Storage	17,625,000	10,250,000	NC				10,250			
TOTAL:	68,435,000	38,762,000	\$0	26,012	500	500	10,750	500	500	0

WATER MAINS

WATER MAIN PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	Figures shown are in thousands of dollars.						
				2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	FUTURE
Miscellaneous upgrades to the Water System	600,000	600,000	NC	100	100	100	100	100	100	
Grand River Homes Replace existing 4" & 6" with 8"	4,900,000	4,900,000	NC	2,400	1,666	834				
Grayling, Waldron and Dresden, Replace existing 4" & 6" with 8"	800,000	800,000	NC					800		
Villa Capri Subdivision, Replace existing 6" & 8" with 8"	2,400,000	2,400,000	NC						800	1,600
Kimberly Subdivision, Replace existing 6" & 8" with 8" & 12"	3,500,000	3,500,000	NC							3,500
Kendallwood No. 1, Replace existing 6" & 8" with 8"	4,700,000	4,700,000	NC							4,700
Kendallwood #2 and #3 Subdivision, Replace existing 6" & 8" with 8"	4,200,000	4,200,000	NC							4,200
Kirkside, Westerleigh, Nottingwood, Nestlewood, Replace existing 6" with 8"	1,500,000	1,500,000	NC							1,500
Community Well Conversion	2,270,000	2,270,000	NC							2,270
Westbrooke Manor Subdivision, Replace existing 6" & 8" with 8"	2,600,000	2,600,000	NC							2,600
TOTAL:	\$27,470,000	\$27,470,000	\$0	2,500	1,766	934	100	900	900	20,370

Capital Improvement Fund

PUBLIC FACILITIES

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	Figures shown are in thousands of dollars.						
				2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	FUTURE
Energy and Environmental Sustainability Investments	150,000	150,000	Reduction	25	25	25	25	25	25	
Barrier Free (ADA) Improvements	150,000	150,000	NC	25	25	25	25	25	25	
City-Wide Technology	1,965,000	1,965,000	35,000 AC	315	250	350	350	350	350	
Digitizing of Microfiche and Microfilm	100,000	100,000	NC	25	25	25	25			
DPW - Salt Brine Manufacturing System Upgrade	165,000	165,000	NC	165						
Fire Station Improvements	368,000	368,000	NC	68	50					250
Police Building Interior Updates	300,000	300,000	NC	100	100	100				
Police Parking Lot Improvements	250,000	250,000	NC	250						
Police Locker Rooms Renovation	250,000	250,000	NC	250						
Police Long Gun Replacement	60,000	60,000	NC	60						
Police/Fire Dispatch Emergency Medical Dispatch Hardware/Software Update	75,000	75,000	5,000 AC	75						
Police Officer Wearable Body Armor Replacement	90,000	90,000	NC			90				
Complete Radio System Replacement	250,000	250,000	NC			250				
Improved Phone System	450,000	450,000	30,000 AC				450			
TOTAL:	\$4,623,000	\$4,623,000	\$70,000	1,358	475	865	875	400	400	250

Capital Improvement Fund

SIDEWALKS

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	Figures shown are in thousands of dollars.						
				2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	FUTURE
Sidewalk replacement along major roads	400,000	400,000	NC	80	80	80	80	80		
Non-motorized Master Plan	100,000	100,000	NC	100						
Fourteen Mile, south side, Claymore to Veronica	200,000	200,000	NC	200						
Middlebelt, west side, Ten Mile to Juneau Lane	45,000	45,000	NC		45					
Halsted, west side from River Bend to Windwood	50,000	50,000	NC		50					
Halsted, west side, Nine Mile to Windwood, City ROW only	40,000	40,000	NC		40					
Gill Road, east side, Nine Mile to Colfax	781,000	390,000	NC			390				
Power, east side, Ten Mile to Eleven Mile	775,000	775,000	NC				775			
Inkster, west side, Twelve Mile to I-696	210,000	210,000	NC				210			
Inkster Road, west side, Nine Mile to Eleven Mile Road	900,000	900,000	NC					900		
Eleven Mile, north side, Old Homestead to Farmington Hills, Golf Club	120,000	120,000	NC					120		
Farmington, east side, between Thirteen and Fourteen Mile	240,000	240,000	NC						240	
Fourteen Mile, south side, Pear Ridge to Clubhouse	200,000	200,000	NC							200
Thirteen Mile, south side, Drake to Valley Bend	143,000	143,000	NC							143
SUB-TOTAL:	\$4,204,000	\$3,813,000	\$0	380	215	470	1,065	1,100	240	343

Capital Improvement Fund

SIDEWALKS

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	Figures shown are in thousands of dollars.						
				2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	FUTURE
Inkster Road, west side, Thirteen Mile to Old Colony Street	330,000	330,000	NC							330
Folsom, south side, Orchard Lake to Power	280,000	140,000	NC							140
Orchard Lake Road, east side, Folsom to Grand River	440,000	0	NC							0
Ten Mile, south side, Stoney Creek to Inkster	285,000	142,000	NC							142
Halsted Road, east side, Brookwood to Fourteen Mile Road	330,000	330,000	NC							330
Nine Mile, south side, Drake to Farmington	320,000	160,000	NC							160
Nine Mile, south side, Heather Ridge to Acadia Way	70,000	70,000	NC							70
Folsom, south side, Tuck to Orchard Lake Road	560,000	140,000	NC							140
Hills Tech Bike Path **	710,000	710,000	NC							710
Country Club, Haggerty to Twelve Mile	575,000	575,000	NC							575
CommerceResearch/Industrial Park **	3,000	3,000	NC							3
Halsted Road, Twelve Mile to Hills Tech Drive upgrade to Bike Path	576,000	576,000	NC							576
Haggerty, east side, Hills Tech Drive to Country Club Drive **	275,000	275,000	NC							275
Inkster Road from Eleven Mile to the north end of the I-696 over pass	240,000	240,000	NC							240
SUB-TOTAL:	\$4,994,000	\$3,691,000	AC	0	0	0	0	0	0	3,691
PAGE 1 SUB-TOTAL:	\$4,204,000	\$3,813,000	\$0	380	215	470	1,065	1,100	240	343
TOTAL:	\$9,198,000	\$7,504,000	\$0	380	215	470	1,065	1,100	240	4,034

Capital Improvement Fund

TRANSPORTATION

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	Figures shown are in thousands of dollars.						
				2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	FUTURE
Gravel to Paved, Special Assessment Districts	2,400,000	480,000	NC	80	80	80	80	80	80	
Local Road Rehabilitation, Special Assessment Districts	4,800,000	960,000	NC	160	160	160	160	160	160	
Business Park Pavement Replacement	4,800,000	2,400,000	NC	600	600	600	600			
Northwestern Connector Phase 1 REMAINDER	30,000,000	1,500,000	NC	750	750					
Tri-Party Right Turn Lane on Middlebelt at Hillel Day School	153,000	51,000	NC	51						
Farmington/Colfax Intersection-Reconstruct Crosswalks	40,000	20,000	NC	20						
Farmington, Eleven Mile to Twelve Mile - Reconstruct	1,870,000	550,000	NC	550						
Farmington, Ten Mile to Eleven Mile - Reconstruct	1,800,000	625,000	NC	625						
Ten Mile, Orchard Lake to Farmington - Reconstruct	1,880,000	500,000	NC	500						
Thirteen Mile, Farmington to Orchard Lake - Reconstruct	2,100,000	650,000	NC			650				
Thirteen Mile, Haggerty to Halsted - Reconstruct	1,500,000	450,000	NC			450				
SUB-TOTAL:	\$51,343,000	\$8,186,000	\$0	3,336	1,590	1,940	840	240	240	0

Capital Improvement Fund

TRANSPORTATION

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	Figures shown are in thousands of dollars.						
				2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	FUTURE
Drake, Thirteen Mile to Fourteen Mile - Reconstruct	1,760,000	550,000	NC			550				
Thirteen Mile/Haggerty Intersection Improvements	500,000	100,000	NC				100			
Orchard Lake Boulevard, Thirteen to Fourteen Mile - ROW & Construction	23,800,000	1,600,000	10,000 AC				800			800
Twelve Mile Widening, Inkster to Middlebelt	8,500,000	850,000	NC							850
Nine Mile/Halsted Intersection Improvements	1,000,000	300,000	NC							300
Ten Mile/Grand River/M-5 Phase Two	18,000,000	225,000	NC							225
Thirteen Mile Widening, Middlebelt to Orchard Lake	8,500,000	1,700,000	NC							1,700
Northwestern Connector Phase 2	120,000,000	1,800,000	NC							1,800
Orchard Lake Boulevard, Twelve to Thirteen Mile	24,000,000	6,000,000	10,000 AC							6,000
Weighmaster Eyebrow	289,000	289,000	NC							289
Halsted, Nine Mile to M-5	1,200,000	1,200,000	NC							1,200
Twelve Mile/Farmington Intersection Improvements	1,000,000	200,000	NC							200
PAGE 2 SUB-TOTAL:	\$208,549,000	\$14,814,000	\$20,000	0	0	550	900	0	0	13,364
PAGE 1 SUB-TOTAL:	\$51,343,000	\$8,186,000	0	3,336	1,590	1,940	840	240	240	0
TOTAL:	\$259,892,000	\$23,000,000	\$20,000	3,336	1,590	2,490	1,740	240	240	13,364

Capital Improvement Fund

DPW EQUIPMENT

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	Figures shown are in in thousands of dollars.						
				2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	FUTURE
DPW Equipment	925,000	925,000	NC	925						
DPW Equipment	895,000	895,000	NC		895					
DPW Equipment	975,000	975,000	NC			975				
DPW Equipment	925,000	925,000	NC				925			
DPW Equipment	890,000	890,000	NC					890		
DPW Equipment	805,000	805,000	NC						805	
TOTAL:	\$5,415,000	\$5,415,000	\$0	925	895	975	925	890	805	0

FIRE EQUIPMENT

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	Figures shown are in thousands of dollars.						
				2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	FUTURE
Fire Equipment and Apparatus	511,000	511,000	2,500 AC	511						
Fire Equipment and Apparatus	215,000	215,000	1,000 AC		215					
Fire Equipment and Apparatus	920,000	920,000	1,000 AC			920				
Fire Equipment and Apparatus	1,360,000	1,360,000	5,000 AC				1,360			
Fire Equipment and Apparatus	1,220,000	1,220,000	5,000 AC					1,220		
Fire Equipment and Apparatus	651,000	651,000	1,500 AC						651	
TOTAL:	4,877,000	4,877,000	\$16,000	511	215	920	1,360	1,220	651	0

PARKS & RECREATION

PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	Figures shown are in thousands of dollars.						
				2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	FUTURE
Maintenance Equipment and Operations	210,000	210,000	NC	35	35	35	35	35	35	
Heritage Park Historic Buildings	185,000	185,000	NC	30	30	30	35	30	30	
Facility/Parks Parking Lot Improvements - Heritage Park Entry Road	170,000	170,000	NC	170						
Facility/Parks Parking Lot Improvements - Costick C Lot	250,000	250,000	NC		250					
Facility/Parks Parking Lot Improvements - Founders Park	750,000	265,000	NC			265				
Founders Park Turn-Lane Improvement	100,000	100,000	NC							100
Acquisition of Park Land	1,500,000	1,500,000	NC							1,500
Costick Center Pool and Performing Arts Space	6,000,000	6,000,000	155,000 AC							6,000
TOTAL:	\$9,165,000	\$8,680,000	\$155,000	235	315	330	70	65	65	7,600

GOLF COURSE CAPITAL IMPROVEMENT FUND

Overview

This fund was established in 1992, and is financed by a per-round surcharge on green fees. It is used for golf course equipment and capital improvements.

Revenue Assumptions

This Fund receives revenue from a per-round surcharge on green fees and interest income. In addition, the General Fund appropriates funds equivalent to the annual average bond interest expense savings from the recent Golf Course Improvement Bond Refunding.

Expenditures

For FY 2014/15 a Toro Greensmaster 3150-Q is being proposed to be purchased.

Fund Balance

The projected fund balance at June 30, 2015 is \$51,459.

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$50,000 increase from the FY 13-14 current budget.
- The increase results primarily from the additional replacement of driving range netting.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$47,000 decrease from the FY 13-14 year-end projection and \$3,000 increase from FY 13-14 budget.
- The increase results primarily from the purchase of Toro Greenmaster mower.

\	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Golf Course Capital Improvement Fund	\$200	\$46,717	\$25,200	\$75,200	\$28,200

Golf Course Capital Improvement Fund

FUND NUMBER: 412

Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
FUND BALANCE AT JULY 1	26,547	48,869	31,820	31,820	18,137	18,137
REVENUES						
Green Fees	22,487	29,603	33,000	31,500	31,500	31,500
Approp. from the General Fund	0	0	29,952	29,952	29,952	29,952
Interest	35	65	90	65	70	70
TOTAL REVENUES	22,522	29,668	63,042	61,517	61,522	61,522
EXPENDITURES						
Miscellaneous	200	200	200	200	200	200
Equipment	0	46,517	25,000	75,000	28,000	28,000
TOTAL EXPENDITURES	200	46,717	25,200	75,200	28,200	28,200
Revenues Over/(Under) Expenditures	22,322	(17,049)	37,842	(13,683)	33,322	33,322
FUND BALANCE AT JUNE 30	48,869	31,820	69,662	18,137	51,459	51,459

CAPITAL PROJECT DETAIL

EQUIPMENT

	<u>FY 2013/14</u>	<u>FY 2014/15</u>
Toro Greensmaster 3150-Q	0	28,000
Replacement of Driving Range Netting	60,000	0
Replace two (2) Club Car Carry All Carts	15,000	0
Total	<u>75,000</u>	<u>28,000</u>

REVOLVING SPECIAL ASSESSMENT FUND

Overview

This Capital Projects Fund was established by City Council in 1986 to utilize assessments in excess of the actual cost of the improvement by 5% or less of the original special assessment roll for (1) special assessment construction advances, (2) loans to special assessment districts in lieu of selling special assessment bonds for the property owners share of the SAD, (3) an appropriation for the City-at-large share of SAD Projects (4) the elimination of deficits in special assessment districts too small to warrant the expense of reassessing, and (5) for repairs and required maintenance activities related to the original special assessment district. Special assessments districts (SAD's) have been established for local roads and utility (water & sewer) projects. Historically, each SAD has had its own active sub-Fund (District). Once an SAD is closed its account balances roll into this Closed SAD Revolving Fund. Alternatively, Closed SAD balances can be accounted for within its primary Fund, i.e., local road SAD balances can be accounted for in the Local Road Fund, and any water and/or sewer SAD balances can be accounted for in the Water and Sewer Fund.

Revenue

Revenue is derived primarily from loan paybacks from special assessment districts, excess assessments from closed-out special assessment districts and interest income on investable funds.

Expenditures

FY 2013/14 expenditures reflect an appropriation for the Staman Acres and Stratton Hills Road SAD's, as well as the City-at-large share of debt service on the Holly Hill Farms, Glenbrook, Springland and LaMuera Estates SAD Local Road Projects; preliminary engineering for new proposed special assessment projects that develop during FY 2014/15, as well as auditing fees. FY 2014/15 expenditures reflect an appropriation for the Westhill and Lakehills Road SAD's, as well as the City-at-large share of debt service on the Holly Hill Farms, Glenbrook, Springland and LaMuera Estates SAD Local Road Projects; and auditing fees.

Fund Balance

Fund balance is projected to decrease to approximately \$1.3 million by June 30, 2014 and to increase to approximately \$1.4 million by June 30, 2015.

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$227,106 or 15.5% decrease from the current budget and adopted budget.
- The decrease results primarily from a projected less than budgeted appropriation to the Local Road Fund and related SAD Fund for Local Road SAD Projects.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$709,824 or 57% decrease from the FY 13-14 year-end projection and \$936,930 or 64% decrease from the FY 13-14 budget.
- The budget to budget decrease results primarily from proposed SAD Projects being planned to be bond financed in FY 14-15.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Revolving S.A. Fund	\$17,871	\$43,057	\$1,463,630	\$1,236,524	\$526,700

Revolving Special Assessment Fund

Revolving Special Assessment Fund

FUND NUMBER: 247

Acct. No. Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
FUND BALANCE AT JULY 1	500,606	1,125,361	1,937,953	1,937,953	1,306,649	1,306,649
REVENUES						
664 Interest Income	293	318	400	300	350	350
Total Revenues	293	318	400	300	350	350
OTHER FINANCING SOURCES						
Contributions from Roads	642,333	651,345	600,824	604,920	595,949	595,949
Contributions from Water/Sewer	0	203,986	59,019	0	0	0
Contribution from SAD's	642,333	855,331	659,843	604,920	595,949	595,949
TOTAL REVENUES AND OTHER FINANCING SOURCES	642,626	855,649	660,243	605,220	596,299	596,299
EXPENDITURES						
482 Administration	1,425	1,395	1,410	1,400	1,400	1,400
Total Expenditures	1,425	1,395	1,410	1,400	1,400	1,400
OTHER FINANCING USES						
(482) Contribution to other funds:						
SAD Roads (813...)	0	25	1,120,000	931,000	358,000	358,000
Local Roads	16,446	24,339	263,320	225,224	89,500	89,500
General Debt Service	0	17,298	78,900	78,900	77,800	77,800
Total Other Financing Uses	16,446	41,662	1,462,220	1,235,124	525,300	525,300
TOTAL EXPENDITURES AND OTHER FINANCING USES	17,871	43,057	1,463,630	1,236,524	526,700	526,700
Excess Revenues over/(under) Expenditures and Other Financing Uses	624,755	812,592	(803,387)	(631,304)	69,599	69,599
FUND BALANCE AT JUNE 30	1,125,361	1,937,953	1,134,566	1,306,649	1,376,248	1,376,248

COMPONENT UNITS

Component Units are legally separate entities for which the City is financially accountable. The Brownfield Redevelopment Authority Fund and Corridor Improvement Authority Fund are included in this group and are included in the City's government-wide financial statements.

	Corridor Improvement Authority Fund #242	Brownfield Redevelopment Authority Fund #243	Total Component Units
FUND BALANCE AT JULY 1, 2014	4,888	527,031	531,919
REVENUES			
Property Taxes	0	264,721	264,721
Intergovernmental	25,000	0	25,000
Interest Income	30	300	330
Total Revenues	25,030	265,021	290,051
EXPENDITURES			
Legal Fees	1,000	0	1,000
Legal Notices	500	0	500
Audit Fees	1,000	1,000	2,000
Supplies	1,000	0	1,000
Building Demolition	0	278,000	278,000
Capital Outlay	0	150,000	150,000
Miscellaneous	500	0	500
Consultants	50,000	0	50,000
Total Expenditures	54,000	429,000	483,000
Revenues over/(under) Expenditures	(28,970)	(163,979)	(192,949)
OTHER FINANCING SOURCES AND USES			
Transfers In			
-from General Fund	30,000	0	30,000
Total Transfers In	30,000	0	30,000
Transfers Out			
-to General Fund	0	(9,000)	(9,000)
Total Transfers out	0	(9,000)	(9,000)
Total Other Financing Sources and Uses	30,000	(9,000)	21,000
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	1,030	(172,979)	(171,949)
FUND BALANCE AT JUNE 30, 2015	5,918	354,052	359,970

BROWNFIELD REDEVELOPMENT AUTHORITY FUND

The Brownfield Redevelopment Authority Fund is a Component Unit of the City created to facilitate the implementation of plans for the identification, treatment and revitalization of environmentally distressed areas within the City designated as Brownfield Redevelopment Zones.

Revenue

Revenue is currently derived primarily from tax increments captured from incremental cumulative increases in taxable value applied to the operating millage rates of the various taxing units, exclusive of the Farmington Schools, State Education Tax, Zoo Authority and Art Institute, as shown below:

	<u>FY 2013/14</u>	<u>FY 2014/15</u>
CITY OF FARMINGTON HILLS BROWNFIELD REDEVELOPMENT AUTHORITY TAX INCREMENT REVENUE		
Captured Taxable Value	10,769,910	10,972,590
Property Taxes By Taxing Unit:		
City of Farmington Hills	133,015	135,518
Oakland County/HCMA	50,038	50,980
Oakland ISD	36,284	36,967
Oakland Community College	17,064	17,385
Farmington District Library	17,077	17,398
Oakland County PTA	6,354	6,474
Total	<u>259,832</u>	<u>264,721</u>

Expenditures

Expenditures for FY 2013/14 reflect funds appropriated for Parking Lot Improvements, Pond Dredging, Cart Path Cover Restoration, the Demolition of the ATG Site, an appropriation to the Site Remediation Revolving Loan sub-fund, as well as funds allocated for administrative/operating expenditures.

Expenditures for 2014/15 reflect funds appropriated for an appropriation to the Site Remediation Revolving Loan sub-fund, as well as funds allocated for planned projects, and administrative & operating expenditures.

Fund Balance

Fund balance is projected to be \$527,031 at June 30, 2014 and \$354,052 at June 30, 2015.

Brownfield Redevelopment Authority

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$163,776 or 20% decrease from the current budget.
- The decrease results primarily from less projected capital outlay expenditures than budgeted.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$205,200 or 32% decrease from the FY 13-14 year-end projection.
- The decrease results primarily from less projected capital projects planned for in FY 2014/15.

	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Brownfield Redevelopment Fund	\$44,300	\$50,512	\$806,976	\$643,200	\$438,000

Brownfield Redevelopment Authority Fund

FUND NUMBER: 243

Acct. No. Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
FUND BALANCE AT JULY 1, 2014	508,926	705,703	910,174	910,174	527,031	527,031
REVENUES						
403-001 Property Taxes	240,738	254,759	260,909	259,832	264,721	264,721
664-005 Interest Income	339	224	300	225	300	300
TOTAL REVENUES	241,077	254,983	261,209	260,057	265,021	265,021
EXPENDITURES						
Audit Fees	975	1,000	1,000	1,000	1,000	1,000
Building Demolition	0	21,571	251,000	53,200	0	0
(970) Capital Outlay	34,325	0	537,230	380,000	150,000	150,000
TOTAL EXPENDITURES	35,300	22,571	789,230	434,200	151,000	151,000
OTHER FINANCING USES						
Transfer to General Fund	9,000	9,000	9,000	9,000	9,000	9,000
Site Remediation Revolving Loan Fund	0	18,941	8,746	200,000	278,000	278,000
TOTAL OTHER FINANCING USES	9,000	27,941	17,746	209,000	287,000	287,000
TOTAL EXPENDITURES AND OTHER FINANCING USES	44,300	50,512	806,976	643,200	438,000	438,000
Revenues Over/(Under) Expenditures	196,777	204,471	(545,767)	(383,143)	(172,979)	(172,979)
FUND BALANCE AT JUNE 30, 2015	705,703	910,174	364,407	527,031	354,052	354,052

CORRIDOR IMPROVEMENT AUTHORITY FUND

The Corridor Improvement Authority (CIA) Fund is a Component Unit of the City created to correct and prevent deterioration in business districts, encourage historic preservation, and promote economic growth. The Authority was created in collaboration with the City of Farmington in sharing a corridor to leverage investments by defraying some of the costs of redevelopment and sharing resources that can be invested in improvements. The Authority, among other things, can secure funding for improvement projects; acquire, improve and operate real property; and develop plans to protect the properties from deterioration and promote economic growth in the development area. These initiatives can serve to improve the aesthetics of the corridor by installing new landscaping, improving building façades and implementing design guidelines. The authority can also work to improve the function of the corridor by marketing and supporting corridor businesses, improving transportation systems, and improving wayfinding.

Revenue

The City's General Fund is budgeted to appropriate \$30,000 for the Authority in FY 2014/15. Over time, tax increments may be captured from incremental cumulative increases in taxable value applied to the operating millage rates of the various taxing units. Other revenues are generated as a result of joint projects with the City of Farmington CIA where Farmington Hills serves as the fiduciary.

Expenditures

Expenditures include supplies, legal notices, and professional service fees.

Fund Balance

Fund balance is projected to be \$4,888 at June 30, 2014, and \$5,918 at June 30, 2015.

FY 13-14 YEAR-END PROJECTION vs. FY 13-14 CURRENT BUDGET –

- \$5,975 or 20% increase from the current budget.
- The increase results primarily from increased supplies and consultant expenditures for joint projects with the City of Farmington.

FY 14-15 PROPOSED BUDGET vs. FY 13-14 YEAR-END PROJECTION –

- \$18,025 or 50% increase from the FY 13-14 year-end projection.
- The increase results primarily from increased consultant expenditures for joint projects with the City of Farmington.

\	2011-2012 ACTUAL	2012-13 ACTUAL	2013-2014 CURRENT BUDGET	2013-2014 PROJECTED YEAR-END	2014/15 PROPOSED BUDGET
Corridor Improvement Authority Fund	\$0	\$29,044	\$30,000	\$35,975	\$54,000

Corridor Improvement Authority

Corridor Improvement Authority Fund

FUND NUMBER: 242

Acct. No.	Category and Line Item	2011/12 Actual	2012/13 Actual	2013/14 Budgeted	2013/14 Estimated	2014/15 Proposed	2014/15 Adopted
FUND BALANCE AT JULY 1, 2014		0	0	4,843	4,843	4,888	4,888
REVENUES							
664-005	Interest Income	0	14	50	20	30	30
TOTAL REVENUES		0	14	50	20	30	30
OTHER FINANCING SOURCES							
676-101	Transfer from General Fund	0	30,000	30,000	30,000	30,000	30,000
696-017	Contribution from other Government	0	3,873	0	6,000	25,000	25,000
TOTAL OTHER FINANCING SOURCES		0	33,873	30,000	36,000	55,000	55,000
TOTAL REVENUE AND OTHER FINANCING SOURCES		0	33,887	30,050	36,020	55,030	55,030
EXPENDITURES							
740-008	Supplies	0	0	500	1,975	1,000	1,000
801-004	Consultants	0	28,567	22,500	27,500	50,000	50,000
801-012	Legal Fees	0	0	5,000	5,000	1,000	1,000
801-014	Legal Notices	0	0	500	0	500	500
801-021	Audit Fees	0	0	1,000	0	1,000	1,000
996-003	Miscellaneous	0	477	500	1,500	500	500
TOTAL EXPENDITURES		0	29,044	30,000	35,975	54,000	54,000
Revenues & Other Sources Over/(Under)							
Expenditures		0	4,843	50	45	1,030	1,030
FUND BALANCE AT JUNE 30, 2015		0	4,843	4,893	4,888	5,918	5,918

BUDGET RESOLUTION

WHEREAS, the appropriate City Officers have submitted to the City Manager an itemized estimate of expenditures for FY 2014/15 for the respective departments and/or activities under his/her direction; and,

WHEREAS, the City Manager has prepared a complete itemized budget proposal for FY 2014/15 including the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds and the Component Units, and has submitted the same to the City Council pursuant to Article VI of the City Charter; and,

WHEREAS, a Public Hearing was held on the combined budgets for FY 2014/15 on June 9, 2014 and the property tax millage rate to be levied to support the FY 2014/15 budget; and,

WHEREAS, an appropriate public notice was published on May 29 and June 1, 2014, notifying citizens of the Public Hearing on the proposed FY 2014/15 Budget and the proposed property tax levy to support these budgets and the City Council's intention to adopt the budgets and establish the property tax rates on June 9, 2014 after the Public Hearing; and,

WHEREAS, all necessary proceedings have been taken by the City of Farmington Hills, Oakland County, Michigan, for the adoption of its Budget for the FY 2014/15;

THEREFORE, be it resolved by the City Council as follows:

- 1) That the City Council for the City of Farmington Hills hereby adopts the General Fund Budget for FY 2014/15 in the aggregate amount of \$52,711,431 for expenditures and transfers-out funded by \$51,620,187 in revenues and transfers-in.
- 2) That the City Council for the City of Farmington Hills hereby appropriates the sum of \$52,711,431 in expenditures and transfers-out for FY 2014/15 for General Fund purposes on a departmental and activity total basis as follows:

GENERAL FUND

Boards & Commissions	\$2,719,954
General Government	10,866,538
Public Safety	18,717,803
Planning & Community Development	1,459,934
Public Services	7,468,627
Special Services	6,888,811
Operating Transfers Out	4,589,764
Total Expenditures + Transfers-out	<u>\$52,711,431</u>

- 3) That the City of Farmington Hills shall levy 6.5206 mills ad valorem tax on the Taxable Value of all Real and Personal Property subject to taxation in the City of Farmington Hills for the FY 2014/15 for general operating purposes.

- 4) That the City of Farmington Hills shall levy 0.6368 mills ad valorem tax on the Taxable Value of all Real and Personal Property subject to taxation in the City of Farmington Hills for the FY 2014/15 for general debt service requirements (all 0.6368 mills are from within the City Charter Limit) and to adopt the 2014/15 Debt Service Fund Budgets schedule as attached below.
- 5) That the City of Farmington Hills shall levy 1.2868 mills ad valorem tax on the Taxable Value of all Real and Personal Property subject to taxation in the City of Farmington Hills for the FY 2014/15 for Capital Improvements of which 0.4882 mills will be dedicated to Parks Development as approved by voters in November 2007 and to adopt the 2014/15 Capital Improvement Fund Budget and Parks & Recreation Capital Development Funds Budget as attached below.
- 6) That the City of Farmington Hills shall levy 3.1764 mills ad valorem (1.4764 mills approved by the electorate for 10 years on November 4, 2003 and 1.7000 mills approved by the electorate for 10 years on November 8, 2011) on the taxable value of all real and personal property subject to taxation in the City of Farmington Hills for the FY 2014/15 for the purposes of public safety.
- 7) That the City of Farmington Hills shall levy 0.7436 mills ad valorem tax on the Taxable Value of all Real and Personal Property subject to taxation in the City of Farmington Hills for the FY 2014/15 for refuse removal and disposal.
- 8) That the City of Farmington Hills shall levy 0.0164 mills ad valorem tax on the Taxable Value of all Real and Personal Property subject to taxation in the City of Farmington Hills for the FY 2014/15 for economic development and public information.
- 9) That of the City of Farmington Hills shall levy a total of 12.3806 mills ad valorem on the taxable value of all real and personal property subject to taxation in the City of Farmington Hills for FY 2014/15.
- 10) That the City of Farmington Hills estimates General Fund Revenues and transfers-in for the FY 2014/15 to total \$51,620,187, as follows:

GENERAL FUND

Property Taxes	\$28,175,226
Business Licenses & Permits	22,231
Other Licenses & Permits	1,269,651
Grants	341,340
State Shared Revenues	6,441,749
Fees	4,740,647
Sales	477,756
Fines & Forfeitures	2,035,756
Interest Earnings	143,000
Recreation User Charges	4,610,490
Other Revenue	2,045,491
Operating Transfers In	1,316,850
Total Revenue + Transfers-in	<u>\$51,620,187</u>

- 11) That the City of Farmington Hills adopts the Special Revenue Funds Budgets for the FY 2014/15 as follows:

SPECIAL REVENUE FUNDS SUMMARY

	Total Infrastructure Funds	Total Recreation Funds	Public Safety Funds	C.D.B.G Fund #275	Total Special Revenue Funds
FUND BALANCE AT JULY 1, 2014	3,046,511	522,486	3,871,473	0	7,440,470
REVENUES					
Property Taxes	0	1,480,061	9,629,796	0	11,109,857
Intergovernmental	6,775,527	244,226	0	316,885	7,336,638
Interest Income	1,325	2,000	5,200	0	8,525
Special Assessments	0	0	0	0	0
Miscellaneous	150	157,782	0	35,000	192,932
Total Revenues	6,777,002	1,884,069	9,634,996	351,885	18,647,952
EXPENDITURES					
Highways & Streets	12,804,951	0	0	0	12,804,951
Public Safety	0	0	10,157,286	0	10,157,286
Debt Service	0	0	0	0	0
Land Acquisition, Capital Improvements and Other	300	586,308	31,450	198,975	817,033
Total Expenditures	12,805,251	586,308	10,188,736	198,975	23,779,270
Revenues over/(under) Expenditures	(6,028,249)	1,297,761	(553,740)	152,910	(5,131,318)
OTHER FINANCING SOURCES AND USES					
Bond Proceeds	580,146	0	0	0	580,146
Transfers In	3,143,084	0	0	0	3,143,084
Transfers Out	(225,000)	(1,457,850)	0	(152,910)	(1,835,760)
Total	3,498,230	(1,457,850)	0	(152,910)	1,887,470
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(2,530,019)	(160,089)	(553,740)	0	(3,243,848)
FUND BALANCE AT JUNE 30, 2015	516,492	362,397	3,317,732	0	4,196,621

SPECIAL REVENUE FUNDS INFRASTRUCTURE FUNDS SUMMARY

	Major Roads Fund #202	Local Roads Fund #203	Deferred Special Assessment Fund #255	Total Infrastructure Funds
FUND BALANCE AT JULY 1, 2014	2,486,280	507,838	52,393	3,046,511
REVENUES				
Intergovernmental	5,205,163	1,570,365	0	6,775,527
Interest Income	1,100	200	25	1,325
Special Assessments	0	0	0	0
Miscellaneous	150	0	0	150
Total Revenues	5,206,413	1,570,565	25	6,777,002
EXPENDITURES				
Highways & Streets	7,317,692	5,487,259	0	12,804,951
Public Safety	0	0	0	0
Debt Service	0	0	0	0
Land Acquisition, Capital Improvements and Other	0	0	300	300
Total Expenditures	7,317,692	5,487,259	300	12,805,251
Revenues over/(under) Expenditures	(2,111,280)	(3,916,695)	(275)	(6,028,249)
OTHER FINANCING SOURCES AND USES				
Bond Proceeds	0	580,146	0	580,146
Transfers In	75,000	3,068,084	0	3,143,084
Transfers Out	(225,000)	0	0	(225,000)
	(150,000)	3,648,230	0	3,498,230
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(2,261,280)	(268,465)	(275)	(2,530,019)
FUND BALANCE AT JUNE 30, 2015	225,000	239,374	52,118	516,492

SPECIAL REVENUE FUNDS RECREATION FUNDS SUMMARY

	Nutrition Fund #281	Parks & Recreation Millage Fund #410	Total Recreation Funds
FUND BALANCE AT JULY 1, 2014	0	522,486	522,486
REVENUES			
Property Taxes	0	1,480,061	1,480,061
Intergovernmental	244,226	0	244,226
Interest Income	0	2,000	2,000
Miscellaneous	157,782	0	157,782
Total Revenues	402,008	1,482,061	1,884,069
EXPENDITURES			
Land Acquisition, Capital Improvements and Other	402,008	184,300	586,308
Total Expenditures	402,008	184,300	586,308
Revenues over/(under) Expenditures	0	1,297,761	1,297,761
OTHER FINANCING SOURCES AND USES			
Transfers Out	0	(1,457,850)	(1,457,850)
Total	0	(1,457,850)	(1,457,850)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	(160,089)	(160,089)
FUND BALANCE AT JUNE 30, 2015	0	362,397	362,397

SPECIAL REVENUE FUNDS PUBLIC SAFETY FUNDS SUMMARY
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	Public Safety Fund #205	Federal Forfeiture Fund #213	State Forfeiture Fund #214	Total Public Safety Funds
FUND BALANCE AT JULY 1, 2014	3,216,571	551,570	103,332	3,871,473
REVENUES				
Property Taxes	9,629,796	0	0	9,629,796
Interest Income	5,200	0	0	5,200
Total Revenues	9,634,996	0	0	9,634,996
EXPENDITURES				
Public Safety	9,600,016	455,270	102,000	10,157,286
Land Acquisition, Capital Improvements and Other	31,450	0	0	31,450
Total Expenditures	9,631,466	455,270	102,000	10,188,736
Revenues over/(under) Expenditures	3,530	(455,270)	(102,000)	(553,740)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	3,530	(455,270)	(102,000)	(553,740)
FUND BALANCE AT JUNE 30, 2015	3,220,100	96,300	1,332	3,317,732

- 12) That the City of Farmington Hills adopts the 2014/15 Debt Service Fund Budgets as follows:

DEBT SERVICE FUNDS SUMMARY

	General Debt Service Fund #301	Building Authority Debt Fund #662	Special Assessment Debt Fund #813/883	Total Debt Service Funds
FUND BALANCE AT JULY 1, 2014	160,198	0	1,944,651	2,104,849
REVENUES				
Interest income	300	50	175,000	175,350
Special Assessments	0	0	650,000	650,000
Intergovernmental Revenues	231,393	0	0	231,393
Total Revenues	231,693	50	825,000	1,056,743
EXPENDITURES				
Bond principal payments	972,784	890,000	275,000	2,137,784
Interest and fiscal charges	245,259	291,905	41,888	579,052
Miscellaneous	2,650	975	33,000	36,625
Total Expenditures	1,220,693	1,182,880	349,888	2,753,461
Revenues over/(under) Expenditures	(989,000)	(1,182,830)	475,112	(1,696,718)
OTHER FINANCING SOURCES AND USES				
Proceeds from Bond Sale	0	0	2,320,584	2,320,584
Transfers In				
-General Fund	1,943,105	0	0	1,943,105
-SAD Revolving Fund	77,800	0	0	77,800
-General Debt Fund	0	1,182,830	0	1,182,830
-Park Millage Fund	150,000	0	0	150,000
Total Transfers In	2,170,905	1,182,830	0	3,353,735
Transfers Out				
-SAD Revolving Fund	0	0	(237,949)	(237,949)
-Local Road Fund	0	0	(2,678,584)	(2,678,584)
- Building Authority Fund	(1,182,830)	0	0	(1,182,830)
Total Transfers out	(1,182,830)	0	(2,916,533)	(4,099,363)
Total Other Financing Sources and Uses	988,075	1,182,830	(595,949)	1,574,956
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(925)	0	(120,837)	(121,762)
FUND BALANCE AT JUNE 30, 2015	159,273	0	1,823,814	1,983,086

- 13) That the City of Farmington Hills adopts the 2014/15 Capital Projects Fund Budgets as follows:

CAPITAL PROJECT FUNDS SUMMARY

	Capital Improvement Fund #404	Golf Course Capital Improv. Fund #412	Revolving Special Assessment Fund #247	Total Capital Project Funds
FUND BALANCE AT JULY 1, 2014	1,411,061	18,137	1,306,649	2,735,847
REVENUES				
Sales, Fees & Other	4,200	31,500	0	35,700
Interest income	3,000	70	350	3,420
Total Revenues	7,200	31,570	350	39,120
EXPENDITURES				
Public Facilities	843,000	0	0	843,000
Drainage	498,500	0	0	498,500
Side Walk	505,000	0	0	505,000
Equipment	2,159,428	28,000	0	2,187,428
Administration & Misc.	1,950	200	1,400	3,550
Total Expenditures	4,007,878	28,200	1,400	4,037,478
Revenues over/(under) Expenditures	(4,000,678)	3,370	(1,050)	(3,998,358)
OTHER FINANCING SOURCES AND USES				
Transfer in from SAD's	0	0	595,949	595,949
Transfer in from CDBG	152,910	0	0	152,910
Transfer in from General Fund	2,436,707	29,952	0	2,466,659
Transfer out	0	0	(525,300)	(525,300)
Total Other Financing Sources and Uses	2,589,617	29,952	70,649	2,690,218
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(1,411,061)	33,322	69,599	(1,308,140)
FUND BALANCE AT JUNE 30, 2015	0	51,459	1,376,248	1,427,707

- 14) That the City of Farmington Hills adopts the 2014/15 Component Unit Fund Budgets as follows:

COMPONENT UNIT FUNDS SUMMARY

	Corridor Improvement Authority Fund #242	Brownfield Redevelopment Authority Fund #243	Total Component Units
FUND BALANCE AT JULY 1, 2014	4,888	527,031	531,919
REVENUES			
Property Taxes	0	264,721	264,721
Intergovernmental	25,000	0	25,000
Interest Income	30	300	330
Total Revenues	25,030	265,021	290,051
EXPENDITURES			
Legal Fees	1,000	0	1,000
Legal Notices	500	0	500
Audit Fees	1,000	1,000	2,000
Supplies	1,000	0	1,000
Building Demolition	0	278,000	278,000
Capital Outlay	0	150,000	150,000
Miscellaneous	500	0	500
Consultants	50,000	0	50,000
Total Expenditures	54,000	429,000	483,000
Revenues over/(under) Expenditures	(28,970)	(163,979)	(192,949)
OTHER FINANCING SOURCES AND USES			
Transfers In			
-from General Fund	30,000	0	30,000
Total Transfers In	30,000	0	30,000
Transfers Out			
-to General Fund	0	(9,000)	(9,000)
Total Transfers out	0	(9,000)	(9,000)
Total Other Financing Sources and Uses	30,000	(9,000)	21,000
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	1,030	(172,979)	(171,949)
FUND BALANCE AT JUNE 30, 2015	5,918	354,052	359,970

- 15) That the City Council hereby authorizes the City Manager to make budgetary transfers within the appropriation centers established through the budget and that all transfers between appropriation centers may be made only by further action by the City Council, pursuant to the provisions of the Michigan Uniform Accounting and Budgeting Act.
- 16) That the FY 2014/15 Budgets of the General Fund, Special Revenue Funds and Capital Projects Funds shall be automatically amended on July 1, 2014 to re-appropriate fund balances for certain outstanding encumbrances and/or available capital project budget balances at June 30, 2014, as authorized by the City Manager.
- 17) That the City Council hereby authorizes the City Manager to assign all General Fund – unassigned fund balance in excess of 20% of General Fund expenditures at June 30, 2014 for future City budget amendment appropriations, which may be made only by further action by the City Council, pursuant to the provisions of the Michigan Uniform Accounting and Budgeting Act.
- 18) That the FY 2013/14 departmental and activity budget amounts for the General Fund be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2014/15, as may be updated by the Finance Director:

GENERAL FUND

Revenues

Property Taxes	\$28,000,221
Business Licenses & Permits	\$21,795
Other Licenses & Permits	\$1,244,756
Grants	\$684,915
State Shared Revenues	\$6,377,969
Fees	\$4,660,219
Sales	\$468,388
Fines & Forfeitures	\$2,015,600
Interest Earnings	\$130,000
Recreation User Charges	\$4,563,750
Other Revenue	\$1,914,027
Operating Transfers In	\$1,416,850
Total Revenue + Transfers-in	<u>\$51,498,490</u>

Expenditures

Boards & Commissions	\$2,643,222
General Government	\$11,661,318
Public Safety	\$18,002,068
Planning & Community Development	\$1,306,626
Public Services	\$7,097,125
Special Services	\$6,814,516
Operating Transfers Out	\$3,973,615
Total Expenditures + Transfers-out	<u>\$51,498,490</u>

- 19) That the FY 2013/14 Special Revenue Funds Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2014/15, as may be updated by the Finance Director:

SPECIAL REVENUE FUNDS

	Total Infrastructure Funds	Total Recreation Funds	Public Safety Funds	C.D.B.G Fund #275	Total Special Revenue Funds
FUND BALANCE AT JULY 1, 2013	3,727,747	772,806	3,654,876	0	8,155,429
REVENUES					
Property Taxes	0	1,470,639	9,568,492	0	11,039,132
Intergovernmental	6,117,306	244,226	122,000	345,210	6,828,742
Interest Income	1,205	1,500	5,600	0	8,305
Special Assessments	0	0	0	0	0
Miscellaneous	128	157,782	0	68,266	226,176
Total Revenues	6,118,639	1,874,147	9,696,093	413,476	18,102,355
EXPENDITURES					
Highways & Streets	7,925,695	0	0	0	7,925,695
Public Safety	0	0	9,449,496	0	9,449,496
Debt Service	0	0	0	0	0
Land Acquisition, Capital Improvements and Other	300	566,617	30,000	411,476	1,008,393
Total Expenditures	7,925,995	566,617	9,479,496	411,476	18,383,584
Revenues over/(under) Expenditures	(1,807,356)	1,307,530	216,597	2,000	(281,229)
OTHER FINANCING SOURCES AND USES					
Bond Proceeds	0	0	0	0	0
Transfers In	1,576,120	0	0	0	1,576,120
Transfers Out	(450,000)	(1,557,850)	0	(2,000)	(2,009,850)
Total	1,126,120	(1,557,850)	0	(2,000)	(433,730)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(681,236)	(250,320)	216,597	0	(714,959)
FUND BALANCE AT JUNE 30, 2014	3,046,511	522,486	3,871,473	0	7,440,470

<p>SPECIAL REVENUE FUNDS INFRASTRUCTURE FUNDS SUMMARY</p>
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	Major Roads Fund #202	Local Roads Fund #203	Deferred Special Assessment Fund #255	Total Infrastructure Funds
FUND BALANCE AT JULY 1, 2013	2,941,501	733,573	52,673	3,727,747
REVENUES				
Intergovernmental	4,650,540	1,466,766	0	6,117,306
Interest Income	1,000	185	20	1,205
Special Assessments	0	0	0	0
Miscellaneous	128	0	0	128
Total Revenues	4,651,668	1,466,951	20	6,118,639
EXPENDITURES				
Highways & Streets	4,656,889	3,268,806	0	7,925,695
Public Safety	0	0	0	0
Debt Service	0	0	0	0
Land Acquisition, Capital Improvements and Other	0	0	300	300
Total Expenditures	4,656,889	3,268,806	300	7,925,995
Revenues over/(under) Expenditures	(5,221)	(1,801,855)	(280)	(1,807,356)
OTHER FINANCING SOURCES AND USES				
Bond Proceeds	0	0	0	0
Transfers In	0	1,576,120	0	1,576,120
Transfers Out	(450,000)	0	0	(450,000)
	(450,000)	1,576,120	0	1,126,120
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(455,221)	(225,735)	(280)	(681,236)
FUND BALANCE AT JUNE 30, 2014	2,486,280	507,838	52,393	3,046,511

<p>SPECIAL REVENUE FUNDS RECREATION FUNDS SUMMARY</p>
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	Nutrition Fund #281	Parks & Recreation Millage Fund #410	Total Recreation Funds
FUND BALANCE AT JULY 1, 2013	0	772,806	772,806
REVENUES			
Property Taxes	0	1,470,639	1,470,639
Intergovernmental	244,226	0	244,226
Interest Income	0	1,500	1,500
Miscellaneous	157,782	0	157,782
Total Revenues	402,008	1,472,139	1,874,147
EXPENDITURES			
Land Acquisition, Capital Improvements and Other	402,008	164,609	566,617
Total Expenditures	402,008	164,609	566,617
Revenues over/(under) Expenditures	0	1,307,530	1,307,530
OTHER FINANCING SOURCES AND USES			
Transfers Out	0	(1,557,850)	(1,557,850)
Total	0	(1,557,850)	(1,557,850)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	(250,320)	(250,320)
FUND BALANCE AT JUNE 30, 2014	0	522,486	522,486

**SPECIAL REVENUE FUNDS
PUBLIC SAFETY FUNDS SUMMARY**

	Public Safety Fund #205	Federal Forfeiture Fund #213	State Forfeiture Fund #214	Total Public Safety Funds
FUND BALANCE AT JULY 1, 2013	2,648,688	864,776	141,412	3,654,876
REVENUES				
Property Taxes	9,568,492	0	0	9,568,492
Intergovernmental	0	39,000	83,000	122,000
Interest Income	5,200	300	100	5,600
Total Revenues	9,573,693	39,300	83,100	9,696,093
EXPENDITURES				
Public Safety	8,975,810	352,506	121,180	9,449,496
Land Acquisition, Capital Improvements and Other	30,000	0	0	30,000
Total Expenditures	9,005,810	352,506	121,180	9,479,496
Revenues over/(under) Expenditures	567,883	(313,206)	(38,080)	216,597
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	567,883	(313,206)	(38,080)	216,597
FUND BALANCE AT JUNE 30, 2014	3,216,571	551,570	103,332	3,871,473

- 20) That the FY 2013/14 Debt Service Fund Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2014/15, as may be updated by the Finance Director:

DEBT SERVICE FUNDS SUMMARY

	General Debt Service Fund #301	Building Authority Debt Fund #662	Special Assessment Debt Fund #813/883	Total Debt Service Funds
FUND BALANCE AT JULY 1, 2013	6,625	2,923	2,090,379	2,099,927
REVENUES				
Interest income	300	50	178,273	178,623
Intergovernmental Revenues	258,020	0	692,466	950,486
Total Revenues	258,320	50	870,739	1,129,109
EXPENDITURES				
Bond principal payments	902,784	890,000	360,000	2,152,784
Interest and fiscal charges	281,959	333,645	48,651	664,255
Miscellaneous	2,650	975	33,000	36,625
Total Expenditures	1,187,393	1,224,620	441,651	2,853,664
Revenues over/(under) Expenditures	(929,073)	(1,224,570)	429,088	(1,724,555)
OTHER FINANCING SOURCES AND USES				
Proceeds from Bond Sale	5,761	0	0	5,761
Transfers In				
-from General Fund	2,069,682	0	0	2,069,682
-SAD Revolving Fund	78,900	0	326,080	404,980
-from General Debt Fund	0	1,221,647	0	1,221,647
-from Park Millage Fund	150,000	0	0	150,000
Total Transfers In	2,304,343	1,221,647	326,080	3,852,070
Transfers Out				
- to Local Road Fund	0	0	(900,896)	(900,896)
- to Building Authority	(1,221,697)	0	0	(1,221,697)
Total Transfers out	(1,221,697)	0	(900,896)	(2,122,593)
Total Other Financing Sources and Uses	1,082,646	1,221,647	(574,816)	1,729,477
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	153,573	(2,923)	(145,728)	4,922
FUND BALANCE AT JUNE 30, 2014	160,198	0	1,944,651	2,104,849

- 21) That the FY 2013/14 Capital Projects Fund Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2014/15, as may be updated by the Finance Director:

CAPITAL PROJECT FUNDS SUMMARY

	Capital Improvement Fund #404	Golf Course Capital Improv. Fund #412	Revolving Special Assessment Fund #247	Total Capital Project Funds
FUND BALANCE AT JULY 1, 2013	4,567,903	31,820	1,937,953	6,537,676
REVENUES				
Sales, Fees & Other	57,521	31,500	0	89,021
Interest income	2,500	65	300	2,865
Total Revenues	60,021	31,565	300	91,886
EXPENDITURES				
Public Facilities	870,550	0	0	870,550
Drainage	905,454	0	0	905,454
Side Walk	572,048	0	0	572,048
Equipment	2,710,147	75,000	0	2,785,147
Administration & Misc.	4,645	200	1,400	6,245
Total Expenditures	5,062,844	75,200	1,400	5,139,444
Revenues over/(under) Expenditures	(5,002,823)	(43,635)	(1,100)	(5,047,558)
OTHER FINANCING SOURCES AND USES				
Transfer in from SAD's	0	0	604,920	604,920
Transfer in from CDBG	2,000	0	0	2,000
Transfer in from General Fund	1,843,981	29,952	0	1,873,933
Transfer out	0	0	(1,235,124)	(1,235,124)
Total Other Financing Sources and Uses	1,845,981	29,952	(630,204)	1,245,729
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(3,156,842)	(13,683)	(631,304)	(3,801,829)
FUND BALANCE AT JUNE 30, 2014	1,411,061	18,137	1,306,649	2,735,847

- 22) That the FY 2013/14 Component Units Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2014/15, as may be updated by the Finance Director:

COMPONENT UNITS SUMMARY

	Corridor Improvement Authority Fund #242	Brownfield Redevelopment Authority Fund #243	Total Component Units
FUND BALANCE AT JULY 1, 2013	4,843	910,174	915,017
REVENUES			
Property Taxes	0	259,832	259,832
Intergovernmental	6,000	0	6,000
Interest Income	20	225	245
Total Revenues	6,020	260,057	266,077
EXPENDITURES			
Legal Fees	5,000	0	5,000
Legal Notices	0	0	0
Audit Fees	0	1,000	1,000
Supplies	1,975	53,200	1,975
Building Demolition	0	200,000	200,000
Capital Outlay	0	380,000	380,000
Miscellaneous	1,500	0	1,500
Consultants	27,500	0	27,500
Total Expenditures	35,975	634,200	616,975
Revenues over/(under) Expenditures	(29,955)	(374,143)	(404,098)
OTHER FINANCING SOURCES AND USES			
Transfers In			
-from General Fund	30,000	0	30,000
Total Transfers In	30,000	0	30,000
Transfers Out			
-to General Fund	0	(9,000)	(9,000)
Total Transfers out	0	(9,000)	(9,000)
Total Other Financing Sources and Uses	30,000	(9,000)	21,000
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	45	(383,143)	(383,098)
FUND BALANCE AT JUNE 30, 2014	4,888	527,031	531,919

WATER & SEWER FUND

MISSION STATEMENT:

Provide an uninterrupted supply of clean, safe and clear water to its customers in sufficient amount to meet their needs and demands throughout the entire year. Provide for the collection, treatment and proper discharge of domestic, commercial and industrial wastewater in accordance with the State of Michigan National Pollutants Discharge Elimination System (NPDES) Discharge Permit and United States Environmental Protection Agency regulations.

The Water and Sewer Fund accounts for the operational, capital and related debt service activity of water distribution and sanitary sewage collection systems in the City, which are supplied by the Detroit Water and Sewerage Department (DWSD); and operated, maintained and administered by the Oakland County Water Resources Commission (WRC). The costs of providing utility services to the general public on a continuing basis are financed or recovered primarily through user charges and/or capital contributions.

The Water and Sewer Funds distinguish between current and non-current assets and liabilities. The measure of Working Capital (i.e., current assets less current liabilities) reflects the relatively liquid portion of total Water and Sewer Fund capital, which constitutes a margin or buffer for meeting obligations. It is essential that the City maintain an adequate level of Working Capital in its Water and Sewer Funds to mitigate current and future risks (e.g., revenue shortfalls and unanticipated expenses) and to ensure stable services and fees. Working capital is a crucial consideration, too, in long-term financial planning. Credit rating agencies consider the availability of working capital in their evaluations of continued creditworthiness. Likewise, relevant laws and regulations look to appropriate levels of working capital for Water and Sewer Funds.

The Government Finance Officers Association (GFOA) recommends that under no circumstances should the target for working capital be less than forty-five (45) days worth of annual operating expenses and other working capital needs of the utility funds. In order to arrive at a customized target amount of working capital for the City we reviewed the following characteristics of the Water & Sewer Fund:

- Support from general government.
- Transfers out.
- Cash cycles.
- Customer concentration.
- Demand for services.
- Control over rates and revenues.
- Asset age and condition.

Water & Sewer Fund

- Volatility of expenses.
- Control over expenses.
- Management plans for working capital.
- Separate targets for operating and capital needs.
- Debt position.

Based on a review of the above characteristics of the Water and Sewer Fund, we have targeted to have a Water and Sewer Fund Working Capital balance of no less than 25% of total expenses and transfers-out, exclusive of depreciation, a non-cash item. In this context, a target working capital balance equal to approximately one quarter of the fiscal year's cash based expenses, provides a reasonable cushion to pay for ongoing expenses in the event of revenue shortfalls, or emergencies requiring unexpected outlays of cash.

The WRC bills approximately 22,700 City water customers and approximately 22,400 City sewer customers on a quarterly basis. Average annual water consumption per water customer is 17 thousand cubic feet (mcf) and the average annual sewage treatment is 16 mcf. There are approximately 472 miles of water main and over 5,100 fire hydrants in the City. There are approximately 329 miles of sanitary sewer main in the City.

With the exception of some Interest Earnings on City investments, virtually all other funding sources (revenue/capital contributions) are generated by WRC utility billings fee collections. Annually, Water and Sewer User Fee Rates for City customers are developed by the WRC, with input and assistance from City staff, and then subsequently recommended to the City Council for adoption.

With the exception of some City Administrative, Accounting and Engineering Labor Costs, as well as utility contributions associated with City Road Projects, virtually all other funding uses (expenses/ capital assets) are paid by the WRC.

Water & Sewer Fund

FY 13/14 YEAR-END PROJECTION vs. FY 12/13 ACTUAL

- Total Revenue is projected to decrease by approximately \$362,000 from the previous year. Capital Contributions are projected to increase by approximately \$127,000 from the previous year. Bond Proceeds are projected to increase by \$3.3 million from the previous year, for the 2nd phase of the Water System Improvements.
- Total Expenses are projected to increase by approximately \$834,000 from the previous year. Capital Assets are projected to increase by approximately \$3.3 million from the previous year, due to the 2nd phase of the Water System Improvements.
- The impact from above, results in a projected \$3,618,009 increase in Working Capital to \$68,530,331 at June 30, 2014, which is 290% of total projected expenses and transfers-out (less depreciation) for FY 13/14. This is well above the Working Capital Minimum Target of 25% of Total Expenses plus Transfers-out, less Depreciation.

FY 14/15 PROPOSED FINANCIAL PLAN vs. FY 13/14 YEAR-END PROJECTION

- Total Revenue is projected to increase by approximately \$837,000 from the previous year. Capital Contributions are projected to increase by approximately \$9,000 from the previous year. Bond Proceeds are projected to increase by approximately \$15.1 million from the previous year for the Middlebelt Sanitary Sewer Transport Tunnel Project.
- Total Expenses are projected to increase by approximately \$1,046,000 from the previous year. Capital Assets are projected to increase by approximately \$21.5 million from the previous year, primarily due to the Middlebelt Sanitary Sewer Transport Tunnel Project.
- The impact from above, results in a projected \$517,170 decrease in Working Capital to \$68,013,162 at June 30, 2015, which is 281% of total projected expenses and transfers-out (less depreciation) for FY 14/15. This is well above the Working Capital Minimum Target of 25% of Total Expenses plus Transfers-out, less Depreciation. However, it is important to note that the CIP includes over \$37 million in Capital Projects in the out-years, of which some can be funded on a pay-as-you-go basis, while other Big Projects, would be funded through a County borrowing paid back over the term of the bonds.

Water & Sewer Fund

CITY OF FARMINGTON HILLS FINANCIAL SUMMARY WATER & SEWER FUND

	ACTUAL FY 2011/12	ACTUAL FY 2012/13	YEAR-END PROJECTION FY 2013/14	PROPOSED BUDGET FY 2014/15
REVENUES				
Sale of Water	13,157,700	15,186,308	15,074,000	15,526,220
Sewage Disposal Charges	10,030,725	10,356,461	10,446,000	10,759,380
Other Operating Revenue	<u>2,370,178</u>	<u>1,785,573</u>	<u>1,374,000</u>	<u>1,415,220</u>
Total Operating Revenue	25,558,603	27,328,342	26,894,000	27,700,820
Debt Service Charge	536,402	-	-	-
Other Non-operating Revenue	2,723	5,000	3,800	3,800
Interest Income	<u>364,135</u>	<u>226,707</u>	<u>300,000</u>	<u>330,000</u>
TOTAL REVENUES	26,461,863	27,560,049	27,197,800	28,034,620
EXPENSES				
Cost of Water	10,258,029	10,090,738	10,393,460	10,705,264
Cost of Sewage Treatment	7,963,640	7,417,234	7,705,000	7,936,150
Other Operation and Maintenance	4,627,817	4,407,302	4,500,000	4,635,000
Billing and Administrative Costs*	928,438	793,051	816,843	841,348
Depreciation	<u>3,343,107</u>	<u>3,376,344</u>	<u>3,500,000</u>	<u>3,605,000</u>
Total Operating Expenses	27,121,031	26,084,669	26,915,303	27,722,762
Other Non-operating Expenses	36,645	39,405	40,000	41,200
Interest Expense	-	<u>164,044</u>	<u>166,488</u>	<u>403,888</u>
TOTAL EXPENSES	<u>27,157,676</u>	<u>26,288,118</u>	<u>27,121,791</u>	<u>28,167,850</u>
Income/(Loss) Before Contributions	(695,813)	1,271,931	76,009	(133,230)
Capital Contributions:				
Tap-in Fees	68,198	184,920	102,000	105,060
Other Capital Contributions	<u>21,800</u>	-	<u>210,000</u>	<u>216,300</u>
Total Capital Contributions	89,998	184,920	312,000	321,360
Transfer-in From Other Funds	13,885	-	-	-
Transfer-out To Other Funds	-	<u>(10,410)</u>	-	-
CHANGE IN NET POSITION	(591,930)	1,446,441	388,009	188,130
Capital Assets	(1,859,174)	(4,500,079)	(7,800,000)	(29,307,000)
Depreciation	3,343,107	3,376,344	3,500,000	4,000,000
Bond Proceeds	-	6,800,000	10,100,000	25,210,000
Restricted Assets	-	(3,830,367)	(2,300,000)	-
Current Portion of Long-term Debt	-	<u>(230,000)</u>	<u>(270,000)</u>	<u>(608,300)</u>
CHANGE IN WORKING CAPITAL	892,003	3,062,339	3,618,009	(517,170)
WORKING CAPITAL-BEGINNING	<u>60,957,980</u>	<u>61,849,983</u>	<u>64,912,322</u>	<u>68,530,331</u>
WORKING CAPITAL-ENDING	61,849,983	64,912,322	68,530,331	68,013,162
WC as a % of Expenses plus Transfers-out				
less Depreciation	260%	283%	290%	281%

* Includes City Labor Costs associated with Accounting and Project Engineering.

YOUR 2013 TAX DOLLAR

Based on Principal Residence (Homestead) Rate

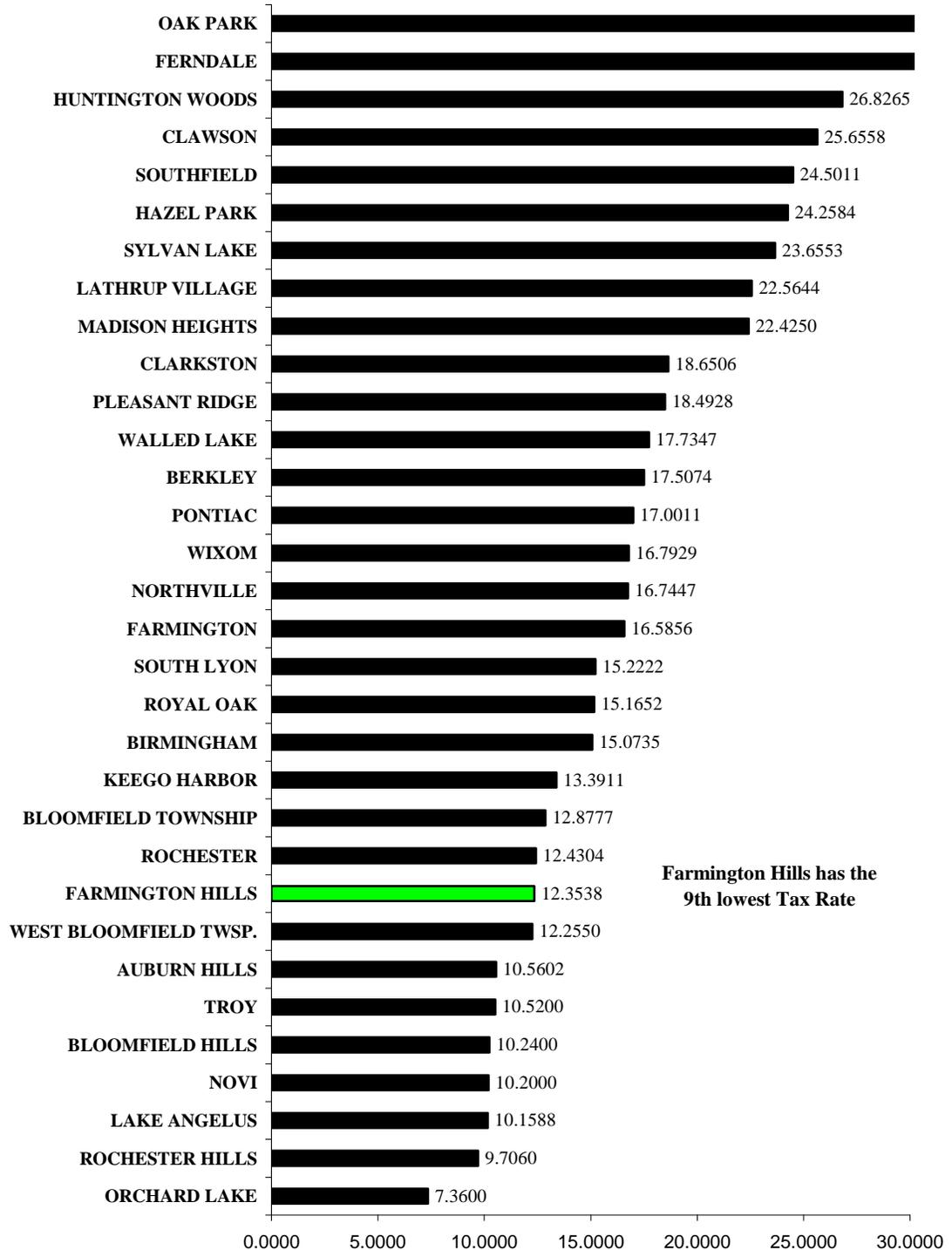
School District	County/Other	Education *	City
Farmington	12.74%	58.82%	28.44%
Walled Lake	14.61%	52.80%	32.59%
Clarenceville	15.75%	49.09%	35.16%



* Local Schools (including State support) + Oakland Intermediate Schools + Community College

2013 Local Unit Tax Rates

For all Cities and Major Townships in Oakland County



2013 Tax Comparison for All Local Units of Governments in Oakland County

<u>Local Taxing Unit</u>	2013 <u>Millage</u>	2013 <u>Taxable Value</u>	2013 <u>City Taxes</u>
Southfield	24.5011	2,437,203,620	59,714,170
Troy	10.5200	4,310,263,448	45,343,971
Bloomfield Township	12.8777	3,167,371,380	40,788,458
West Bloomfield Township	12.2550	3,129,506,160	38,352,098
Farmington Hills*	12.3538	3,040,696,350	37,564,155
Royal Oak	15.1652	2,223,340,000	33,717,396
Novi	10.2000	2,972,081,580	30,315,232
Rochester Hills	9.7060	3,013,812,340	29,252,063
Birmingham	15.0735	1,842,028,420	27,765,815
Madison Heights	22.4250	769,734,830	17,261,304
Auburn Hills	10.5602	1,619,087,020	17,097,883
Oak Park	36.8734	434,243,830	16,012,046
Ferndale	31.0883	492,370,020	15,306,947
Pontiac	17.0011	684,130,260	11,630,967
Wixom	16.7929	645,870,300	10,846,035
Berkley	17.5074	463,919,680	8,122,027
Huntington Woods	26.8265	298,907,820	8,018,651
Clawson	25.6558	312,435,100	8,015,772
Rochester	12.4304	642,686,450	7,988,850
Bloomfield Hills	10.2400	725,504,430	7,429,165
Farmington	16.5856	303,795,270	5,038,627
South Lyon	15.2222	304,939,580	4,641,851
Hazel Park	24.2584	169,813,830	4,119,412
Walled Lake	17.7347	174,521,810	3,095,092
Lathrup Village	22.5644	116,849,000	2,636,628
Orchard Lake	7.3600	330,262,260	2,430,730
Pleasant Ridge	18.4928	128,361,870	2,373,770
Northville	16.7447	140,865,853	2,358,756
Sylvan Lake	23.6553	78,676,080	1,861,106
Keego Harbor	13.3911	79,277,320	1,061,611
Clarkston	18.6506	37,102,750	691,989
Lake Angelus	10.1588	66,552,790	676,096

* Less Renaissance Zone.

Source: Original Taxable Value from Oakland County Equalization Department

**CITY PROPERTY TAX RATE, LEVY & COLLECTIONS HISTORY
BY TAX YEAR**

<u>Millage Type</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
Operations	7.1688	6.4093	6.4138	6.4341	6.5435
Capital	0.3413	0.4800	0.4800	0.4800	0.4800
Debt	0.7014	0.6318	0.6362	0.6347	0.5402
Total Charter	8.2115	7.5211	7.5300	7.5488	7.5637
Refuse	0.5454	0.5359	0.5270	0.5082	0.4933
Econ. Develop.	0.0000	0.0000	0.0000	0.0000	0.0000
Parks	0.4883	0.4882	0.4882	0.4882	0.4882
Public Safety	0.9769	0.9769	1.4764	1.4764	1.4764
Total City Millage	10.2221	9.5221	10.0216	10.0216	10.0216
Taxable Value*	\$3,974,587,000	\$4,120,595,630	\$4,294,168,650	\$4,438,529,490	\$4,411,543,260
Tax Levy	\$40,628,626	\$39,236,724	\$43,034,441	\$44,481,167	\$44,210,722
Tax Collections**	\$39,824,096	\$38,817,558	\$41,829,579	\$43,356,322	\$42,669,852
Percent Collected***	98.02%	98.93%	97.20%	97.47%	96.51%

<u>Millage Type</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Operations	6.5139	6.3279	7.2148	6.6396	6.7084
Capital	0.4800	0.4800	0.2400	0.7467	0.6163
Debt	0.5362	0.6481	0.5012	0.5697	0.6313
Total Charter	7.5301	7.4560	7.9560	7.9560	7.9560
Refuse	0.5269	0.6010	0.6822	0.7138	0.7168
Econ. Develop.	0.0000	0.0000	0.0152	0.0162	0.0164
Parks	0.4882	0.4882	0.4882	0.4882	0.4882
Public Safety	1.4764	1.4764	1.4764	3.1764	3.1764
Total City Millage	10.0216	10.0216	10.6180	12.3506	12.3538
Taxable Value*	\$4,165,008,570	\$3,619,696,470	\$3,281,707,580	\$3,077,626,770	\$3,040,696,350
Tax Levy	\$41,740,050	\$36,275,150	\$34,845,171	\$38,010,476	\$37,564,155
Tax Collections**	\$40,166,471	\$34,911,860	\$33,353,601	\$36,891,023	\$36,922,255
Percent Collected***	96.23%	96.24%	95.72%	97.05%	98.29%

* From the Original Ad valorem Tax Roll less Renaissance Zone, in thousand's.

** From the Adjusted Ad valorem Tax Roll. Exclusive of non-City Taxes collected for the Brownfield Redevelopment Authority.

*** Collections through February each year. 100% of the delinquent real property taxes are remitted to the City from the County's Delinquent Tax Fund by the end of each fiscal year.

**HISTORICAL REAL PROPERTY TAX RATES FOR ALL TAXING UNITS
BY TAX YEAR**

<u>Farmington School District</u>					
<u>Millage Type</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
City	10.2221	9.5221	10.0216	10.0216	10.0216
Local Schools P.R.E.	11.5466	11.1596	10.6511	10.1784	9.6915
State Education Tax	6.0000	6.0000	6.0000	6.0000	6.0000
Oakland Community College	1.5889	1.5844	1.5844	1.5844	1.5844
Intermediate Schools	3.3789	3.3690	3.3690	3.3690	3.3690
County	4.6476	4.6461	4.6461	4.6461	4.6461
Library	0.5856	1.5856	1.5856	1.5856	1.5856
Transit Authority	0.5962	0.5950	0.5900	0.5900	0.5900
Zoo	0.0000	0.0000	0.0000	0.0000	0.1000
Art Institute	0.0000	0.0000	0.0000	0.0000	0.0000
Total P.R.E. Millage	38.5659	38.4618	38.4478	37.9751	37.5882
Local Schools Non-P.R.E.	8.3922	8.7792	9.0877	9.6216	10.1085
Total Non-P.R.E. Millage	46.9581	47.2410	47.5355	47.5967	47.6967

<u>Walled Lake School District</u>					
<u>Millage Type</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
City	10.2221	9.5221	10.0216	10.0216	10.0216
Local Schools P.R.E.	7.0548	6.8975	6.7841	6.6700	6.5722
State Education Tax	6.0000	6.0000	6.0000	6.0000	6.0000
Oakland Community College	1.5889	1.5844	1.5844	1.5844	1.5844
Intermediate Schools	3.3789	3.3690	3.3690	3.3690	3.3690
County	4.6476	4.6461	4.6461	4.6461	4.6461
Library	0.5856	1.5856	1.5856	1.5856	1.5856
Transit Authority	0.5962	0.5950	0.5900	0.5900	0.5900
Zoo	0.0000	0.0000	0.0000	0.0000	0.1000
Art Institute	0.0000	0.0000	0.0000	0.0000	0.0000
Total P.R.E. Millage	34.0741	34.1997	34.5808	34.4667	34.4689
Local Schools Non-P.R.E.	15.7352	15.8925	16.0059	16.1200	16.2178
Total Non-P.R.E. Millage	49.8093	50.0922	50.5867	50.5867	50.6867

<u>Clarenceville School District</u>					
<u>Millage Type</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
City	10.2221	9.5221	10.0216	10.0216	10.0216
Local Schools P.R.E.	4.5763	4.3392	5.1766	5.1324	5.0898
State Education Tax	6.0000	6.0000	6.0000	6.0000	6.0000
Schoolcraft College	1.7967	1.7967	1.7967	1.7967	1.7967
Intermediate Schools	3.3789	3.3690	3.3690	3.3690	3.3690
County	4.6476	4.6461	4.6461	4.6461	4.6461
Library	0.5856	1.5856	1.5856	1.5856	1.5856
Transit Authority	0.5962	0.5950	0.5900	0.5900	0.5900
Zoo	0.0000	0.0000	0.0000	0.0000	0.1000
Art Institute	0.0000	0.0000	0.0000	0.0000	0.0000
Total P.R.E. Millage	31.8034	31.8537	33.1856	33.1414	33.1988
Local Schools Non-P.R.E.	17.1759	17.2335	17.3234	17.3676	17.4102
Total Non-P.R.E. Millage	48.9793	49.0872	50.5090	50.5090	50.6090

HISTORICAL REAL PROPERTY TAX RATES FOR ALL TAXING UNITS BY TAX YEAR

Farmington School District

<u>Millage Type</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
City	10.0216	10.0216	10.6180	12.3506	12.3538
Local Schools P.R.E.	10.1442	12.0278	12.3334	13.3810	13.0140
State Education Tax	6.0000	6.0000	6.0000	6.0000	6.0000
Oakland Community College	1.5844	1.5844	1.5844	1.5844	1.5844
Intermediate Schools	3.3690	3.3690	3.3690	3.3690	3.3690
County	4.6461	4.6461	4.6461	4.6461	4.6461
Library	1.5856	1.5856	1.5856	1.5856	1.5856
Transit Authority	0.5900	0.5900	0.5900	0.5900	0.5900
Zoo	0.1000	0.1000	0.1000	0.1000	0.1000
Art Institute	0.0000	0.0000	0.0000	0.2000	0.2000
Total P.R.E. Millage	38.0409	39.9245	40.8265	43.8067	43.4429
Local Schools Non-P.R.E.	9.6558	8.0722	7.8466	7.1790	7.5460
Total Non-P.R.E. Millage	47.6967	47.9967	48.6731	50.9857	50.9889

Walled Lake School District

<u>Millage Type</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
City	10.0216	10.0216	10.6180	12.3506	12.3538
Local Schools P.R.E.	6.4793	6.7508	6.8812	7.0254	7.4730
State Education Tax	6.0000	6.0000	6.0000	6.0000	6.0000
Oakland Community College	1.5844	1.5844	1.5844	1.5844	1.5844
Intermediate Schools	3.3690	3.3690	3.3690	3.3690	3.3690
County	4.6461	4.6461	4.6461	4.6461	4.6461
Library	1.5856	1.5856	1.5856	1.5856	1.5856
Transit Authority	0.5900	0.5900	0.5900	0.5900	0.5900
Zoo	0.1000	0.1000	0.1000	0.1000	0.1000
Art Institute	0.0000	0.0000	0.0000	0.2000	0.2000
Total P.R.E. Millage	34.3760	34.6475	35.3743	37.4511	37.9019
Local Schools Non-P.R.E.	16.0207	15.7492	15.6188	15.5346	15.6715
Total Non-P.R.E. Millage	50.3967	50.3967	50.9931	52.9857	53.5734

Clarenceville School District

<u>Millage Type</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
City	10.0216	10.0216	10.6180	12.3506	12.3538
Local Schools P.R.E.	5.1146	5.1922	4.5000	4.5000	4.5000
State Education Tax	6.0000	6.0000	6.0000	6.0000	6.0000
Schoolcraft College	1.7967	1.7967	1.7967	1.7967	1.7967
Intermediate Schools	3.3690	3.3690	3.3690	3.3690	3.3690
County	4.6461	4.6461	4.6461	4.6461	4.6461
Library	1.5856	1.5856	1.5856	1.5856	1.5856
Transit Authority	0.5900	0.5900	0.5900	0.5900	0.5900
Zoo	0.1000	0.1000	0.1000	0.1000	0.1000
Art Institute	0.0000	0.0000	0.0000	0.2000	0.2000
Total P.R.E. Millage	33.2236	33.3012	33.2054	35.1380	35.1412
Local Schools Non-P.R.E.	17.3854	17.3078	18.0000	18.0000	18.0000
Total Non-P.R.E. Millage	50.6090	50.6090	51.2054	53.1380	53.1412

Retirement System & Retiree Healthcare Plan Funding Progress

CITY OF FARMINGTON HILLS EMPLOYEE'S RETIREMENT SYSTEM

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Unfunded AAL (UAAL)	Funded Ratio	*Future Annual Contribution	Active Members	Benefit Receipts
12/31/02	\$80,092,122	\$83,269,487	\$3,177,365	96.2%	\$2,262,014	424	112
12/31/03	\$89,838,146	\$90,563,804	\$725,658	99.2%	\$2,909,330	419	120
12/31/04	\$93,046,559	\$96,914,249	\$3,867,690	96.0%	\$3,389,124	414	133
06/30/06	\$101,041,990	\$111,174,556	\$10,132,566	90.9%	\$3,767,273	414	150
06/30/07	\$109,839,894	\$121,107,744	\$11,267,850	90.7%	\$3,613,612	416	155
06/30/08	\$117,994,843	\$131,182,445	\$13,187,602	89.9%	\$3,701,944	402	166
06/30/09	\$123,309,158	\$140,261,150	\$16,951,992	87.9%	\$3,999,704	386	173
06/30/10	\$122,384,733	\$149,204,540	\$26,819,807	82.0%	\$4,474,398	327	229
06/30/11	\$126,993,894	\$152,271,739	\$25,277,845	83.4%	\$4,293,782	318	230
06/30/12	\$127,759,371	\$157,810,232	\$30,050,861	81.0%	\$4,549,123	301	244
06/30/13	\$135,447,393	\$163,515,916	\$28,068,523	82.8%	\$4,882,377	299	265

* Annual Contribution to be made in the 2nd subsequent fiscal year from the Valuation Date.

CITY OF FARMINGTON HILLS POST-RETIREMENT HEALTHCARE FINANCE FUND

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Unfunded AAL (UAAL)	Funded Ratio	**Future Annual Contribution	Covered Members	Covered Benefit Receipts
12/31/02	\$15,459,174	\$36,655,147	\$21,195,973	42.2%	\$2,481,285	424	58
12/31/03	\$19,377,563	\$42,193,426	\$22,815,863	45.9%	\$5,270,313	419	69
12/31/04	\$22,490,090	\$41,411,091	\$18,921,001	54.3%	\$4,749,479	414	78
06/30/06	\$29,245,746	\$50,674,604	\$21,428,858	57.7%	\$3,051,388	414	89
06/30/07	\$35,850,866	\$54,475,299	\$18,624,433	65.8%	\$3,231,967	416	103
06/30/08	\$40,551,585	\$57,063,627	\$16,512,042	71.1%	\$2,971,747	402	108
06/30/09	\$41,318,305	\$59,275,315	\$17,957,010	69.7%	\$3,186,426	386	115
06/30/10	\$44,004,631	\$74,937,594	\$30,932,963	58.7%	\$3,311,150	323	121
6/30/2010*	\$44,004,631	\$72,230,135	\$28,225,504	60.9%	\$3,329,505	323	169
06/30/12	\$50,982,851	\$69,722,666	\$18,739,815	73.1%	\$2,892,858	292	177
06/30/13	\$51,000,000	\$69,700,000	\$18,700,000	73.2%	\$2,890,395	292	177

* Revised the 2010 valuation using revised assumptions, as of June 30, 2011.

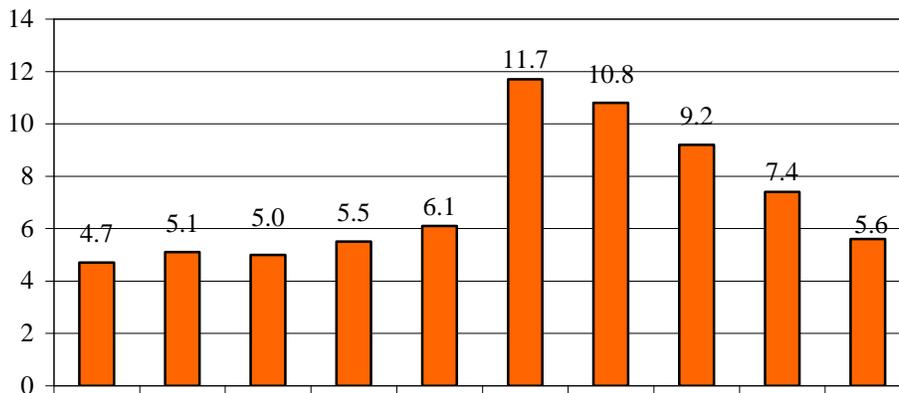
** Annual Contribution made in the 2nd subsequent fiscal year from the Valuation Date.

COMMUNITY DEMOGRAPHIC STATISTICS

Last Ten Fiscal Years

<u>Year</u>	<u>Population (1)</u>	<u>Number of Households</u>	<u>School Enrollment</u>	<u>Annual Average Unemployment Rate</u>
2004	81,058	33,615	12,158	4.7
2005	80,895	33,644	12,154	5.1
2006	80,486	33,650	12,162	5.0
2007	80,280	33,740	12,023	5.5
2008	79,327	33,412	12,004	6.1
2009	79,152	33,423	11,967	11.7
2010	79,740	33,366	11,649	10.8
2011	79,740	33,559	11,435	9.2
2012	79,777	33,591	11,230	7.4
2013	81,171	34,411	11,000+	5.6

Annual Average Unemployment Rate Last 10 Years



GLOSSARY OF TERMS

ACCRUAL BASIS is the recording of the financial effects on a government of transactions and other events and circumstances that have cash consequences for the government in the periods in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

ACTIVITY is the budgetary expenditure level adopted in the Budget Resolution. An activity is generally a department organization for budgetary purposes. An activity is further broken down into object classes of expenditures: Personal Services, Operating Supplies, Professional & Contractual and Capital Outlay. These are defined within this Glossary.

AD VALOREM TAXES – Commonly referred to as property taxes. These taxes are levied on both real and personal property according to the property's valuation and the tax rate.

APPROPRIATION – A legal authorization to incur obligations and to make expenditures for specific purposes.

APPROVED BUDGET the revenue and expenditure plan for the City for the fiscal year as reviewed and formally adopted by City Council Budget Resolution.

ASSESSED VALUATION the value placed upon property equal to 50% of fair market value, as required by State law.

ASSETS - Resources owned or held by a government that have monetary value.

AUDIT – Prepared by an independent certified public accountant, the primary objective of an audit is to determine if the city's financial statements present fairly the city's financial position and results of operations in conformity with generally accepted accounting principles. It is customary that a Management Letter be issued.

BALANCED BUDGET – A budget in which estimated revenues are equal to or greater than estimated expenditures.

BOND – A long-term IOU or promise to pay. It is a promise to repay a specified amount of money (the face amount of the bond) on a particular date, the maturity date. Bonds are primarily used to finance capital projects.

BUDGET – A plan of financial activity for a specified period of time, indicating all planned revenues and expenses for the budget period.

BUDGET AMENDMENT adjustment made to the budget during the fiscal year by the City Council to properly account for unanticipated changes which occur in revenues and/or expenditures and for program initiatives approved during the fiscal year. The adjustment is made by formally amending the approved budget.

BUDGET CALENDAR – The schedule of key dates a government follows in the preparations and adoption of the budget.

BUDGET POLICIES – General and specific guidelines that govern financial plan preparation and administration.

Glossary of Terms

BUDGET RESOLUTION the formal Resolution by which the City Council adopts the recommended budget and establishes the millage rate for taxation of property during the budget year.

CAPITAL BUDGET – The appropriation of bonds or operating revenue for improvements to facilities and other infrastructure.

CAPITAL EXPENDITURE expenditures relating to the purchase of equipment, facility modifications, land or other fixed assets. To be categorized as a capital outlay item (fixed asset), the purchase must have a value of at least \$1,000 and a useful life of more than one fiscal year. If an item is \$25,000 or more, it is budgeted out of the Capital Improvement Fund.

CAPITAL IMPROVEMENT PLAN (CIP) – A six (6) year plan for capital outlay to be incurred each year over a fixed number of years to meet capital needs arising from the government’s long-term plans.

COMMUNITY DEVELOPMENT BLOCK PROGRAM - CDBG - A program of the U.S. Department of Housing and Urban Development designed to benefit low and moderate-income persons by providing revitalization and human services to communities.

DEBT SERVICE expenditures relating to the retirement of long-term debt principal and interest.

DEBT SERVICE FUNDS are used to account for the payment of general long-term debt principal and interest. Budgeted Debt Service Funds are General Debt Service Fund, Building Authority, and Special Assessments.

EFFICIENCY INDICATORS quantify the relationship between input and output.

ENTERPRISE FUNDS are used to account for operations financed and operated in a manner similar to private business enterprises. An Enterprise Fund is established when the intention is that the costs of providing goods or services is financed or recovered primarily through user charges.

EXPENDITURES are decreases in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays, and intergovernmental grants, entitlements and shared revenues.

EXPENSES are outflows or other using up of assets or incurrences of liabilities (or a combination of both) from delivering or producing goods, rendering services or carrying out other activities that constitute the entity’s ongoing major or central operations.

FISCAL YEAR a twelve-month period designated as the operating year for an entity. The fiscal year for the City is July 1 through June 30.

FTE (Full Time Equivalent) represents part-time employee hours divided by 2080.

FUND an independent fiscal entity with a self-balancing set of accounts recording cash and other resources, together with all related liabilities, obligations, reserves and equities, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. Funds are categorized for budgeting purposes as General, Special Revenue, Debt Service, Capital Project, and Component Unit. Funds are defined in the Uniform Chart of Accounts for Counties and Local Units of Government in Michigan.

Glossary of Terms

FUND BALANCE an accumulated excess of revenues over expenditures segregated by fund. Exception: Proprietary Funds (Enterprise, Internal Service) are accounted for in the same manner as private businesses and record retained earnings as opposed to fund balances. The budgets for these funds are prepared on a net working capital basis, which equates to fund balances.

FUND BALANCE, AVAILABLE (UNASSIGNED) – The funds remaining from the prior year, which are available for appropriation and expenditure in the current year.

GENERAL FUND the fund used to account for all financial transactions except those required to be accounted for in another fund.

GOAL – A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless.

GRANTS – Contributions by a government or other organization to support a particular function. Grants may be classified as either operational or capital.

INTERFUND TRANSFERS budgeted allocations of the resources of one fund transferred to another fund. This is typical for those funds which do not receive sufficient revenues to pay for necessary expenditures incurred in their operations. Transfers are also made from certain operating funds to debt retirement funds to retire debt related to the operations of the transferring fund.

INFRASTRUCTURE the basic physical framework or foundation of the City, referring to its buildings, roads, bridges, sidewalks, water system and sewer systems.

MILL a taxation unit equal to one dollar of tax obligation for every \$1,000 of assessed valuation of property.

MILLAGE the total tax obligation per \$1,000 of assessed valuation of property.

MODIFIED ACCRUAL BASIS is the accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resource increments are recognized when they become susceptible to accrual, that is when they become both measurable and available to finance expenditures of the current period. Expenditures are recognized when the fund liability is incurred except for inventories of materials and supplies that may be considered expenditures either when purchased or when used, and prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis of accounting.

NET WORKING CAPITAL the excess of cash, accounts receivable and inventory over accounts payable and other short-term liabilities. See Fund Balance.

OPERATING SUPPLIES expenditures relating to the purchase of expendable items utilized in service delivery such as office supplies, gas and oil and parts and repair items.

ORGANIZATION CHART a chart representing the authority, responsibility and relationships of departmental entities within the City organization.

PERFORMANCE INDICATORS are the measurement of how a program is accomplishing its mission through the delivery of products or service.

PERFORMANCE OBJECTIVES are the desired output oriented accomplishments that can be measured within a given time period.

Glossary of Terms

PROFESSIONAL & CONTRACTUAL expenditures relating to services rendered to the City of external providers of legal services, auditing and architectural services, as well as other private contractors providing telephone service, utilities, insurance and printing.

PROPOSAL “A” is a State Constitutional Amendment approved by the electorate in 1994 that limits increases in Taxable Value of individual parcels to the Consumer Price Index or 5%, whichever is lower. This applies to all parcels that do not transfer ownership. Properties that change ownership or where new additions or construction takes place can be assessed at 50% of Fair Market Value.

RECOMMENDED BUDGET the City's revenue and expenditure plan for the fiscal year as prepared and recommended by the City Manager for consideration by City Council.

RETAINED EARNINGS an accumulated excess of revenues over expenditures for proprietary funds (Enterprise, Internal Service) equates to fund balance for governmental funds.

REVENUES are increases in the net current assets of a governmental fund type from other than expenditure refunds and residual equity transfers. Also, general long-term debt proceeds and operating transfers in are classified as “other financing sources” rather than as revenues.

SERVICE LEVEL INDICATOR is the measure of quantity or volume of products or services provided.

SPECIAL ASSESSMENT DISTRICT a method of financing public improvements by distributing the cost of a project to those properties realizing a direct benefit. Types of projects most often financed through Special Assessments include sanitary sewers, water mains, road construction and reconstruction and sidewalk construction.

SPECIAL REVENUE FUNDS are used to account for the proceeds of specific revenue sources or to finance specified activities in accordance with statutory or administrative requirements. Budgeted special revenue funds are Major Roads, Local Roads, Senior Center, Community Development Block Grant, Parks Capital Development, Capital Improvement Fund, Revolving Special Assessment, Nutrition and Police Forfeiture Fund.

STATE EQUALIZED VALUE (SEV) the assessed valuation of property in the City as determined by the City Assessor subject to review by higher levels of government to assure that it equals 50% of fair market value, as required by State law.

TAXABLE VALUE In March 1994, the electorate of the State of Michigan approved Proposal A, which added new terminology to property tax administration. This terminology was "Taxable Value." Taxable Value is the State Equalized Value at December 31, 1994, adjusted for changes in fair market value, the cost of living index or 5%, whichever provides the lower Taxable Value for calculation of taxes.

TAX BASE the total value of taxable property in the City.

TRANSFERS OUT See Interfund Transfers.

TRUST AND AGENCY FUNDS are used to account for assets held by the City as trustee.