

CITY OF FARMINGTON HILLS FY 2015/16 ANNUAL BUDGET



City of Farmington Hills, Michigan

Annual Budget

Fiscal Year

July 1, 2015 - June 30, 2016



Farmington Hills City Council

Standing (l-r): Randy Bruce, Richard Lerner, Mayor Pro Tem 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

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

Khalfani Stephens, Economic Development

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, is Council liaison to the Pension Committee and the Commission for Children, Youth & Families, and is a Board member of the Farmington YMCA. He is a member of the Michigan Municipal League (MML) Municipal Services Committee, the MML Transportation and Infrastructure Policy Committee, and the National League of Cities (NLC) Policy Advocacy Committee - Intergovernmental Relations, Finance and Administration. He 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 served as Mayor Pro Tem in 2005, 2009 and 2014. 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 and the Greater Farmington Area Chamber of Commerce, and currently serves on the Board of the Oakland County Zoological Authority. Her term expires in 2015.

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, Xemplar Club, Quaker Valley Farms Association, Farmington Ski Club, and the F2H Fit Challenge. He also serves as Vice President of the Farmington Area Inter-Agency Council, and is a member of the Farmington Area Goodfellows and the Sons of the American Legion. 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, 2010, and currently in 2015. He is a past chair and founding member of the Emergency Preparedness Commission, a member of the National League of Cities (NLC) Public Safety and Crime Prevention Steering Committee which he chaired in 2012, and is the NLC liaison to the Department of Homeland Security Consortium and Intergovernmental Task Force. He co-founded the Suicide Prevention Committee Farmington SAFE, and serves as Chairman of 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		



SOURCE: City of Farmington Hills GIS, 2013

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. 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, a full service teaching Hospital with a Level II Trauma Center and Certified Stroke Center, which is associated with Michigan State University and a part of Beaumont Health. 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 *Tax Overview* is also included in this tab which outlines the City's Total Tax Rate and its allocation between funds. A graphic portrayal of the 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 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, 2014

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, 2014.

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 29th consecutive award the City of Farmington Hills has received.

TABLE OF CONTENTS

Mayor and City Council	i
City Facilities Map	ii
Description of the City	iii
How to use this Budget Document	iv
GFOA Budget Award	vi

TABLE OF CONTENTS

Table of Contents	vii
-------------------------	-----

BUDGET OVERVIEW

City Manager’s Budget Message	1
Mid-Term and Long-Term Goals.....	9
Long-Term Financial Plans.....	10
The Budgeting Process.....	11
Budget Calendar.....	15
Financial Policies	16
Financial Policy Benchmarks.....	24
City-Wide Organization Chart.....	26
Financial Organization Structure	27
Full Time Employee Statistics	28
Tax Overview	29
Taxable Value Analysis	30
Fund Overview.....	31
Summary of Budgetary Funds	32
Consolidated Budget Summary	34
Schedule of Interfund Transfers.....	35

GENERAL FUND

Fund Description	36
Pie Charts	37
General Fund Revenue Analysis.....	39
General Fund Summary	43
General Fund Revenues	45
General Fund Expenditure Summary	49
General Fund Revenue & Expenditure Historical Trend.....	50

BOARDS, COMMISSIONS AND AGENCIES

Table of Boards and Commissions	52
Descriptions of Various Boards and Commissions	53
Expenditure Detail	58

GENERAL GOVERNMENT

Expenditure Summary	59
City Council	60
City Administration	64
Public Information	69

TABLE OF CONTENTS (Continued)

Finance Department	73
Corporation Counsel	86
City Clerk	88
Human Resources	94
Central Services	100
Support Services	106
Post Employment Benefits.....	108
Inter-fund Transfers	109
 PUBLIC SAFETY	
Expenditure Summary	111
Police Department	112
Fire Department	123
 PLANNING AND COMMUNITY DEVELOPMENT	
Planning and Community Development Administration	131
Organizational Chart/Staffing Level.....	132
Building Division	134
Community Development Office	136
Planning Office	138
Zoning Division	140
Expenditure Detail	141
 PUBLIC SERVICES	
Department Expenditure Summary	145
DPS Administration	146
Organizational Chart	148
Road Maintenance	151
Building Maintenance	157
Engineering	161
DPW Maintenance Facility	165
Waste Collection/Recycling	172
 SPECIAL SERVICES	
Department Expenditure Summary	177
Special Services Administration.....	178
Organizational Chart.....	179
Youth & Families Services Division	182
Senior Services Division.....	187
Parks Division	191
Cultural Arts Division	195
Golf Division	200
Recreation Division	204
Ice Arena	208

TABLE OF CONTENTS (Continued)

SPECIAL REVENUE FUNDS

Fund Description.....	213
Special Revenue Funds Summary.....	215
Infrastructure Funds Summary.....	216
Recreation Funds Summary.....	217
Public Safety Funds Summary.....	218
Municipal Street Fund.....	219
Major Roads Fund.....	222
Local Roads Fund.....	231
Major and Local Road Funds Summary.....	240
Deferred Special Assessment Fund.....	244
Parks Millage Fund.....	245
Nutrition Grant Fund.....	250
Public Safety Millage Fund.....	252
Federal Forfeiture Fund.....	255
State Forfeiture Fund.....	258
Community Development Block Grant (CDBG) Fund.....	260

DEBT SERVICE FUNDS

Fund Description.....	262
Debt Maturity Graph.....	263
Debt Service Funds Summary.....	264
General Debt Service Fund.....	265
Building Authority Debt Fund.....	267
Local Road Special Assessment Debt Fund.....	268
Calculation of Debt Levy.....	269
Debt Summary and Legal Debt Margin.....	270

CAPITAL PROJECTS

Funds Description and Summary.....	271
Capital Improvement Fund Summary.....	273
Capital Improvement Fund Budget.....	277
Capital Improvement Fund Projects Detail.....	279
Six Year Capital Improvement Plan.....	286
Golf Course Capital Improvement Fund.....	293
Special Assessment Revolving Fund.....	295

COMPONENT UNITS

Component Units Summary.....	297
Brownfield Authority Fund.....	298
Corridor Improvement Authority Fund.....	301

TABLE OF CONTENTS (Continued)

SUPPLEMENTAL INFORMATION

Budget Resolution 304
Water and Sewer Fund 322
Your Tax Dollar 328
County Local Unit Tax Rates 329
County Local Unit Tax Levy Comparisons 330
City Tax Rate, Levy and Collections History 331
Real Property Tax Rates for All Taxing Units in the City..... 332
Retirement System & Retiree Healthcare Plan Funding Progress 334
Community Demographics 335
Glossary of Terms 336



OFFICE OF CITY MANAGER

April 2015

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

INTRODUCTION

With this letter I am transmitting the 2015/16 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, activity, and function will invest the City's resources for the benefit of the community.

Total Ad valorem Taxable Value increased by 2.43 % in 2015, compared to the original 2014 tax roll. The increase in taxable value is the net result of a 2.29% increase in Real Property taxable value and a 4.16% increase in Personal Property taxable value. The increase in Real Property taxable value is the result of a 3.36% increase in Residential values and a 2.75% increase in Industrial values, partially offset by a 1.16% decrease in Commercial values.

Personal Property taxable values in 2015 increased by \$9,801,820 compared to the original 2014 assessment roll. This increase is net of the \$13,197,590 reduction in 2015 taxable value from the exemptions of 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. 1,382 personal properties or 60.5% of those eligible to receive a small parcel exemption actually applied for and received the exemption for 2015. Personal Property taxable value is approximately 7.8% of the 2015 tax base for FY 2015/16.

Although 2015 will see an increase in taxable value, we are projecting a 1.3% decrease in taxable value in 2016, due to the exemption of eligible manufacturing personal property beginning that year. This partial phase-out of personal property notwithstanding, we are hopeful real property taxable value increases will offset the reductions in personal property taxable value beginning again in 2017 and beyond. However, the limits on property tax revenue growth due to the interaction of Headlee and Proposal A, will temper this improvement going forward, with a projected Headlee Rollback on the current operating millage by 2021.

State Shared Revenue, which represents our second largest source of revenue, is projected to increase by 3% in FY 2015/16, which is a reflection of a stabilizing and improving State economy, along with the City's commitment to comply with the State's "City, Village, and Township Revenue Sharing" (CVTRS) program, 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 limitations 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.

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 2014/15, Total General Fund Expenditures plus Transfers to Other Funds is projected to end the year up by approximately \$376,000 or 0.7% compared to the Budget, which is due to an appropriation to the Municipal Street Fund to fund street maintenance in advance of the new Municipal Road Millage (passed last November by our voters), and increased expenditures in Boards & Commissions and Special Services; partially offset by anticipated budget savings in General Government, Public Safety, Planning & Community Development, and Public Services. The FY 2015/16 Proposed Budget for Total General Fund Expenditures plus Transfers to Other Funds is up by approximately \$2.4 million or 4.6% compared to the FY 2014/15 Budget. The Budget over Budget increase results primarily from a \$1.8 million increase in contributions to other Funds, primarily for the Capital Improvement Program, as well as increases in Public Safety, Planning & Community Development, Public Services and Special Services; partially offset by decreases in General Government and Boards & Commissions.

Total City costs to provide healthcare benefits for City employees (at the State imposed employer “hard cap” level), including costs of full-time employees opting-out and new costs for eligible part-time employees, plus dental and optical benefits are estimated to be approximately \$4.5 million for FY 2015/16. The Defined Benefit Pension and Retiree Healthcare Contributions as valued by the Actuary is approximately \$6.25 million for FY 2015/16.

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 2015/16 General Fund Budget is balanced with the use of \$1,124,364 of Assigned Fund Balance, and still leaves us with an Unassigned Fund Balance equal to 20% of Expenditures and Transfers-out. The Total General Fund Revenue Budget of \$54,226,417 (including transfers-in from other Funds) increased by \$2,606,230 or 5% compared to the FY 2014/15 Adopted Budget of \$51,620,187 and increased by \$1,906,791 or 3.6% compared to the FY 2014/15 Year-end Projection of \$52,319,626. In comparing the FY 2015/16 Revenue Budget to the FY 2014/15 Year-end Revenue Projection, Property Taxes increased 2.86%, Licenses & Permits increased by 2.00%, Grants decreased by 55.07%, State Shared Revenue increased by 2.95%, Fees increased by 5.87% (Recycling Fees will remain at the FY 2014/15 level), Sales decreased by 15.91%, Fines & Forfeits increased by 2.00%, Interest Earnings increased by 9.95%, Inter-fund Transfers-in increased by 75.94% (primarily due to the refund of the one-time \$1,000,000 appropriation to the Municipal Street Fund advanced in FY 14/15), Recreation User Charges increased by 1.12%, and Other Revenue decreased by 2.93%.

TAX RATE AND TAX ROLL

Sixty-eight (68%) percent of the tax roll is residential. Thirty-two (32%) percent of the tax roll is non-residential and includes commercial (21%) and industrial (3%) and personal property (8%). The average residential property taxable value increased by 3.35% from \$78,185 in 2014 to \$80,801 in 2015, which includes adjustments to existing properties plus the addition of new residential properties. Using the 2014 millage rates, this equates to an overall average of a \$110.58 property tax increase per principal residential owner, of which \$32.39 would be increased from City taxes. The budget is based on a property tax rate of 14.0108 mills, a 1.6302 millage increase over FY 2014/15. This increase in millage comes primarily from the new Voted Road Millage (1.6200 mills), plus a small increase in the refuse millage (0.0106 mills) and a small decrease in the economic development millage (0.0004 mills). The millage increase will generate an approximate \$131.72 in additional City property tax revenue from the average residential property owner, which netted with the increased taxable value will result in an average \$164.11 increase in City property taxes from the average residential taxpayer compared to FY 2014/15. The millage comparison and allocation is outlined below.

CITY MILLAGE HISTORY

Millage Type	Fiscal Year 2011/12	Fiscal Year 2012/13	Fiscal Year 2013/14	Fiscal Year 2014/15	Fiscal Year 2015/16
Operations	7.2148	6.6396	6.7084	6.5206	5.9466
Capital	0.2400	0.7467	0.6163	0.7986	1.5606
Debt Service	0.5012	0.5697	0.6313	0.6368	0.4488
Total Charter Operating Millage	7.9560	7.9560	7.9560	7.9560	7.9560
Refuse Removal*	0.6822	0.7138	0.7168	0.7436	0.7542
Economic Development**	0.0152	0.0162	0.0164	0.0164	0.0160
Roads***	0.0000	0.0000	0.0000	0.0000	1.6200
Parks***	0.4882	0.4882	0.4882	0.4882	0.4882
Public Safety***	1.4764	3.1764	3.1764	3.1764	3.1764
Total City Millage	10.6180	12.3506	12.3538	12.3806	14.0108

* 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 \$10,650,000 at June 30, 2015 and \$11,200,000 at June 30, 2016, which is at 20% of Total General Fund Expenditures. The total budget expenditure allocation for All Budgeted Funds for FY 2015/16 is approximately \$83.1 million compared to \$79.2 million for FY 2014/15, and \$77.5 million for FY 2013/14, excluding inter-fund transfers. This is a 4.9% increase in expenditures from FY 2014/15. This approximate \$3.9 million increase in overall City expenditures is due from increases in the General, Special Revenue, 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 2015/16 budget. They are broken down into FY 2014/15 accomplishments and current ongoing projects and FY 2015/16 programs.

Ongoing or Fiscal Year 14/15 Accomplishments

- **Regional Cooperation/Collaboration and Environmental Sustainability.** The Cities of Farmington Hills and Farmington joined together to compete for the Georgetown University Energy Prize (GUEP), a national competition which challenges communities to create and employ plans for improvement of energy efficiency. Farmington Hills and Farmington are one of 50 communities chosen to advance to the Semifinals. A project team composed of members from the City of Farmington Hills, Farmington, and Farmington Public Schools, worked together to assemble a detailed long-term plan for the community's energy-saving program. The semi-finals of the competition began on January 1, 2015 and conclude on December 31, 2016. By joining forces, our community has demonstrated a commitment to a more sustainable and environmentally conscious future and put Farmington Hills and Farmington in a position to take home the \$5 million prize to support energy-efficiency measures and programs that reward the community as a whole.
- **Safe City.** Farmington Hills was recognized by C. Q. Press as being the third safest City in Michigan and 40th safest City in the United States among cities with populations exceeding 75,000 (2015 report using 2013 data). Valuepenguin Research Group recently recognized Farmington Hills as the 6th safest City in Michigan compared to all jurisdictions with populations exceeding 25,000. Serious Group A crime decreased 11.4% in 2014 and has decreased 31% since 2007.
- **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 2014/15: Farmington Road (10 Mile to 12 Mile), 10 Mile Road (Farmington to Orchard Lake), Westhill Street (SAD), and Lakehills Drive (SAD).
- **Sidewalks/Pathways.** In addition to the ongoing sidewalk replacement and maintenance program, the following sidewalks are planned to be completed in FY 2014/15: Halsted

Sidewalk/Path; 8 Mile, Halsted to Lujon; Independence Ave., Southside, Roosevelt to Waldron; and 14 Mile, Southside, Farmington to Drake.

- **New Development and Improvements.** For 2014, the Planning and Community Development Department oversaw the construction of seventy-eight (78) new residential units with a value of over \$26.2 million. Permits for \$10.2 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 \$38.7 million.
- **New Equipment.** The following equipment was or will be placed into service in FY 2014/15: DPW – Ford Fusions, Three-yard Hook w/Attachments, Refurbished Winter Maintenance Equipment, Propane Retrofits, Five-yard Dump Truck with V-Box, Ten-yard Dump Truck, and a Road Grader; Technology – Emergency Medical Dispatch System, Replacement of PC's & Licenses, and various I.T. Upgrades and Improvements; Fire – Medic Replacement; Special Services – Truck; and Police – Long Gun Replacements.
- **Public Facilities.** The following public facility improvements were or will be completed in FY 2014/15: Fire Station Improvements; Police Parking Lot Improvements, Gas Pump Canopy Replacement; Heritage Park Entry Road Improvement, and Energy & Environmental Sustainability Projects; and

In Process or FY 2015/16 Program Goals

- **Bike Path Routes throughout the City.** The City will fund a non-motorized Master Plan.
- **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 \$1,457,000 of capital projects/outlays for Heritage Park, Founders Sports Park, Athletic Fields, Vehicles & Equipment, Comfort Station, the Costick Activities Center, and Playground Equipment.
- **Forfeiture Fund Capital Projects.** The Federal and State Forfeiture Funds will finance \$50,000 of Police Building Improvements and \$215,000 for Police Vehicles & Equipment.
- **Construction Projects.** The Major and Local Road Funds will expend over \$5.7 million in road improvements in 2015/16. The primary projects to be completed and the recommended funding sources are as follows:
 - Design of Orchard Lake Road, 13 Mile to 14 Mile – funded by Gas & Weight Taxes/Grants/County Road Commission.
 - Design of 11 Mile Road, Middlebelt to Orchard Lake – funded by Gas & Weight Taxes.

- Design of Colfax Road, Gill to Farmington – funded by Road Millage Property Taxes.
- Design of Gill Road, Colfax to 9 Mile – funded by Road Millage Property Taxes.
- Design of Shiawassee, Inkster to Middlebelt – funded by Road Millage Property Taxes.
- Design of Tuck, 8 Mile to Folsom – funded by Road Millage Property Taxes.
- Design of Freedom, Drake to Gill – funded by Road Millage Property Taxes.
- Orchard West Road Subdivision SAD – funded by the SAD Revolving Fund for the property owner’s share and Road Millage Property Taxes for the City’s Local Match.
- Woodbrook Road Subdivision SAD – funded by Bonds for the property owner’s share and Road Millage Property Taxes for the City’s Local Match.
- Springbrook Drive Subdivision SAD – funded by the SAD Revolving Fund for the property owner’s share and Road Millage Property Taxes for the City’s Local Match.

CAPITAL IMPROVEMENT FUND

In addition to the capital projects contained in the Parks & Recreation Millage Fund, Golf Course Capital Improvement Fund, Road Funds and Forfeiture Fund budgets, the City plans to invest approximately \$5.8 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 Minnow Pond Drain; and miscellaneous detention basin and culvert maintenance, replacement and repairs.
- Facility improvements which include City-wide Air-Conditioning replacements, Costick Center Parking Lot Improvements, Heritage Park Nature Center Improvements, Founders Park Pump Station and Parking Lot Lights, Fire Station Improvements, Police Building Renovations, DPW Building System Upgrades, Barrier Free (ADA) Improvements, and continued Energy & Environmental Sustainability Projects.
- Sidewalk improvements will take place this next fiscal year for Middlebelt, Westside, 10 Mile Road to Juneau Lane.
- Equipment for the Police Department includes the replacement of Wearable Body Armor.
- Equipment for the Fire Department includes the replacement of Engine #1, Rescue #1 & #2, and Medic #3 & #5; as well as a vehicle refurbishment.
- Equipment for the Special Services Department includes the purchase of a Dump Truck, (2) Pick-up trucks, Parks & Golf Equipment; and the replacement of Golf Carts.

- Equipment for the Public Services Department includes a Ten-yard Hook Truck with attachments, a Sewer Vacuum Truck, the replacement of a Front-end Loader, the replacement of a Wood Chipper, and Refurbished Winter Maintenance Equipment.
- Technology equipment includes the replacement of Mobile Notebooks, the Digitizing of Microfiche and Microfilm, and various City-wide upgrades to keep the network fast and reliable.

CITY-WIDE CAPITAL EXPEDITURES

The total dollar amount of capital expenditures for FY 2015/16 is \$12,927,879, which is approximately \$864,000 more than budgeted in FY 2014/15. Of that total, \$5,844,227 is for infrastructure/capital improvements/equipment included in the Capital Improvement Fund; \$5,735,602 is for Major and Local Road construction projects; \$716,300 is for various General Fund capital outlays; \$328,000 is for the Forfeiture and Public Safety Funds capital items; \$183,750 is for Parks & Recreation and Golf Course Fund capital projects; and \$120,000 is for the Brownfield Redevelopment Authority. 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 three additional full-time positions, one in the Public Services Department, one in the Police Department and one in the Planning & Community Development 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. The proposed budget includes a 2% pay increase for all full-time and part-time 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:

- Robert Bliss, Building Official of the Department of Planning and Community Development was named Employee of the Year. Four others were named Outstanding Employees: Melinda Girard, Account Clerk II in the Finance Department, April Heier, Recreation Supervisor of the Special Services Department; Jeri LaBelle, Secretary to the Department of Planning and Community Development, and Karen Mondora, Assistant to the Director of Public Services.
- Officer Kent Schooley was named Police Officer of the Year.
- District Chief Dave Chrisco was named Firefighter of the Year.

- The City received the Distinguished Budget Presentation Award from the Government Finance Officers' Association (GFOA) for the FY 2014/15 Budget. This is the 29th 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, 2014, which was the 16th 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
 John Randle, Human Resources Director
 Kim Ried, Secretary to the Finance Director
 Ellen Schnackel, Director of Special Services
 Pam Smith, City Clerk
 Khalfani Stephens, Economic Development Director



Steve Brock
 City Manager

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.

LONG-TERM FINANCIAL PLANS

Annually the City publishes a Citizens Guide to its Economic Vitality, Financial Health and Operational Performance. The Citizen Guide includes a Long-term Financial Forecasting section, to help the City Plan for the Future.

The City's financial planning process assesses long-term financial implications of current and proposed policies, programs, and assumptions that develop appropriate strategies to achieve its goals. A key component in determining future options, potential problems, and opportunities is the forecast of revenues and expenditures. Financial forecasting is the process of projecting revenues and expenditures over a long-term period, using assumptions about economic conditions, future spending scenarios, and other salient variables. Revenue and expenditure forecasting does the following:

- Provides an understanding of available funding;
- Evaluates financial risk;
- Assesses the likelihood that services can be sustained;
- Assesses the level at which capital investment can be made;
- Identifies future commitments and resource demands; and
- Identifies the key variables that cause change in the level of revenue.

This forecast includes the following charts:

A Governmental Funds Revenue Chart reflecting the budget/projection for the end of the current fiscal year and the forecast for the subsequent four fiscal years, including the relevant assumptions;

A Governmental Funds Expenditure Chart reflecting the budget/projection for the end of the current fiscal year and the forecast for the subsequent four fiscal years, including the relevant assumptions;

A Governmental Funds Financial Position Chart projecting the use and classifications of fund balance for the end of the current fiscal year and the subsequent four fiscal years. The Forecast reflects a planned use of Assigned Fund Balance for future capital improvements and operating needs;

A Governmental Funds Long-term Obligations Chart projecting the debt service requirements, employee compensated absences, and other claims and contingencies for the end of the current fiscal year and the subsequent four fiscal years; and

A Chart listing, for each existing debt issuance, its debt service schedule and total debt service outstanding, including the issuance year, issuance amount and revenue pledge.

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.

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 2015/16 BUDGET CALENDAR

January 6, 2015	Distribution of budget instructions and forms to Department Directors
January 10, 2015	City Council Goal Setting Meeting
February 2, 2015	Departmental Budget Requests Submitted to Finance Department.
February 23 – 27, 2015	Finance Department Budget Review Meetings with Departments
March 16 – 23, 2015	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 24, 2015	Budget Document Preparation
April 27, 2015	Transmittal of FY 2015/16 budget document to City Council (study session).
May 4 – 7, 2015	Budget review study sessions with City Council & direction to staff to publish public hearing notice.
May 2015	Public Notice of Public Hearing on FY 2015/16 proposed budget and tax rate.
June 8, 2015	Public Hearing and Adoption of FY 2015/16 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 15-20% 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 Local Road Special Assessment Debt 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 inventoriable 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.

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.

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

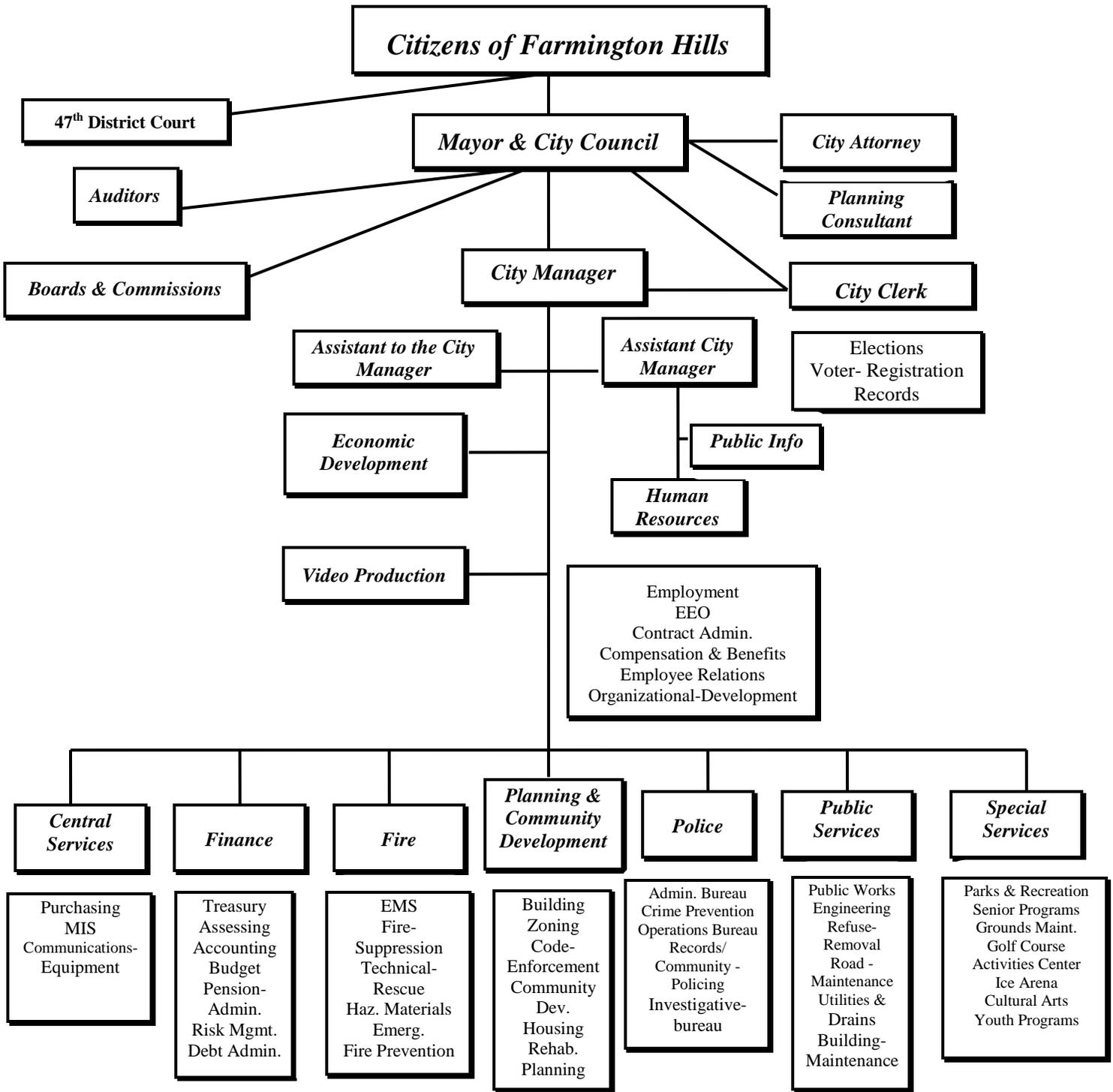
Status

<p><u>Fund Balance</u> Unassigned General Fund – fund balance = 15% - 20% of General Fund Expenditures + Transfers-out.</p>	<p><u>Fund Balance</u> Unassigned General Fund - fund balance = 23% of Expenditures + Transfers-out (FY 2013/14 audit).</p>
<p><u>Accounting, Auditing, Financial Reporting Policy</u> Produce Comprehensive Annual Financial Report (CAFR) in accordance with GAAP.</p>	<p><u>Accounting, Auditing, Financial Reporting Policy</u> Received the GFOA Certificate of Achievement of Excellence in Financial Reporting for the City’s FY 2013/14 CAFR, which was the 16th consecutive year the City received this award.</p>
<p><u>Revenue Policy</u> Maintain a diversified and stable taxable revenue base.</p>	<p><u>Revenue Policy</u> 2015 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>

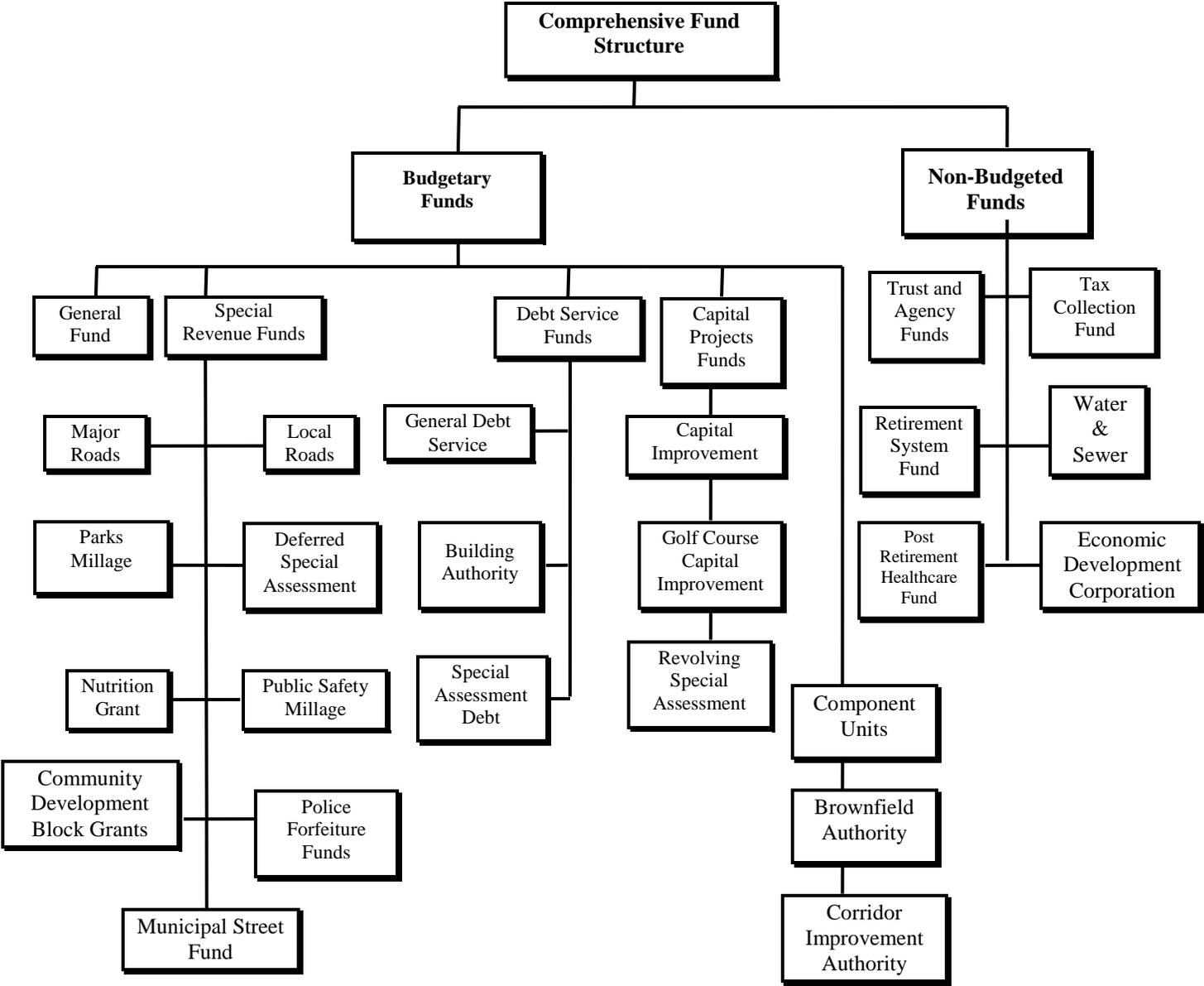
FINANCIAL POLICY BENCHMARKS (Continued)

<u>Financial Policy Benchmarks</u>	<u>Status</u>
<p><u>Capital Improvement Policy</u> Maintain long range pre-planning of capital improvements and infrastructure.</p>	<p><u>Capital Improvement Policy</u> The Planning Commission annually prepares a six-year Capital Improvement Plan.</p>
<p>Implement annually capital improvements in accordance with an adopted six-year capital improvement program within revenue restraints.</p>	<p>Capital Improvements budgeted in FY 15/16: Drainage: \$ 355,000 Sidewalks: \$ 172,000 Equipment: \$ 2,969,227 Public Facilities \$ 2,348,000</p>
<p><u>Financial Policy</u> Place emphasis on areas of long-term importance such as, employee relations, automation, and technology improvements.</p>	<p><u>Financial Policy</u> Funding for City-wide technology ensures a reliable network and funding for employee development maintains positive employee relations.</p>
<p>Produce a budget document that is a policy tool, a public information document, a financial control mechanism and a management tool.</p>	<p>Received the GFOA “Distinguished” Budget Presentation award for FY 2014/15, which is the 29th consecutive year the City has received this award.</p>
<p>Integrate performance measurement and productivity indicators in the budget.</p>	<p>Continue to update budget document with performance measures including output and efficiency.</p>
<p>All budgetary funds must be balanced.</p>	<p>The budget is balanced – estimated revenue and available fund balance are equal to or greater than estimated expenditures.</p>
<p>Maintain adequate level of funding for employee retirement systems.</p>	<p>FY 2013/14 Funded Ratio: Retirement System- 85% funded Post-Retirement Healthcare Fund- 88% funded</p>
<p>Enhance the property tax base.</p>	<p>2014 Community investment: Residential: 78 new units valued at \$26.2 million. \$10.2 million in improvements / additions to existing units. Commercial New, Additions & Improvements: \$38.7 million.</p>

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

Department/Function	FY 12-13	FY 13-14	FY 14-15	FY 2015-2016		
	Full Time	Full Time	Full Time	Full Time	Part Time FTE*	Total
General Fund:						
City Administration	5	5	5	5	1.00	6.00
Public Information	4	4	4	4	0.00	4.00
Finance	18	18	19	19	1.00	20.00
City Clerk	6	6	6	6	0.34	6.34
Human Resources	4	4	4	4	0.00	4.00
Central Services	9	9	9	9	0.40	9.40
Police	140	140	141	142	12.14	154.14
Fire	48	51	51	51	42.63	93.63
Planning & Community Development	18	18	18	19	0.00	19.00
Public Services -						
Administration	4	4	4	4	0.00	4.00
Road Maintenance	19	19	20	20	6.92	26.92
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	11	12	1.00	13.00
Waste Collection/Recycling	0	1	1	1	0.00	1.00
Special Services -						
Administration	11	11	11	11	10.15	21.15
Youth and Families	1	1	1	1	8.56	9.56
Senior Adults	5	5	5	5	21.13	26.13
Parks	8	9	9	9	16.83	25.83
Cultural Arts	2	2	2	2	1.47	3.47
Golf Course	2	2	2	2	11.57	13.57
Ice Arena	3	3	3	3	9.66	12.66
TOTAL CITY	334	339	343	346	147.11	493.11

FULL TIME EMPLOYEE STATISTICS SUMMARY

	12-13	13-14	14-15	15-16
FULL TIME	334.00	339.00	343.00	346.00
FTE	136.34	143.83	143.91	147.11
TOTAL FULL TIME AND FTE	470.34	482.83	486.91	493.11

The number of full-time employees will increase by 3 in FY 2015/16, by adding one Dispatcher position in the Police Department, one Mechanic I position in the DPW Garage Division, and one Housing Rehab Specialist in the Planning & Community Development Department.

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

TAX OVERVIEW

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 2015/16 and the last four fiscal years and the taxable value for FY 2015/16 are outlined below:

Advalorem Taxable Value (subject to City taxation)* = \$3,125,682,070
IFT Taxable Value = \$1,515,030

Millage Type	Actual Tax Rate FY 2011/12	Actual Tax Rate FY 2012/13	Actual Tax Rate FY 2013/14	Actual Tax Rate FY 2014/15	Proposed Tax Rate FY 2015/16
Operations	7.2148	6.6396	6.7084	6.5206	5.9466
Capital	0.2400	0.7467	0.6163	0.7986	1.5606
Debt Service	0.5012	0.5697	0.6313	0.6368	0.4488
Total Charter Operating Millage**	7.9560	7.9560	7.9560	7.9560	7.9560
Refuse Removal	0.6822	0.7138	0.7168	0.7436	0.7542
Economic Development	0.0152	0.0162	0.0164	0.0164	0.0160
Voted Road Millage	0.0000	0.0000	0.0000	0.0000	2.0000
Voted Parks	0.4882	0.4882	0.4882	0.4882	0.4882
Voted Public Safety	1.4764	3.1764	3.1764	3.1764	3.1764
Total Voted Millage	1.9646	3.6646	3.6646	3.6646	5.6646
Total City Millage	10.6180	12.3506	12.3538	12.3806	14.3908

* Less Taxable Value on Renaissance Zone Property.

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

2015 TAXABLE VALUE ANALYSIS BY CLASS

CLASS	2014 Taxable	Net New	Adjustment	2015 Taxable	% of Taxable Adjustment	% of Taxable Roll
COMMERCIAL	654,855,950	1,610,524	(9,220,644)	647,245,830	-1.41%	20.69%
INDUSTRIAL	92,381,530	995,440	1,546,470	94,923,440	1.67%	3.03%
RESIDENTIAL	2,071,108,470	16,511,601	53,053,209	2,140,673,280	2.56%	68.43%
REAL PROPERTY	2,818,345,950	19,117,565	45,379,035	2,882,842,550	1.61%	92.15%
PERSONAL	235,714,160	24,880,670	(15,078,850)	245,515,980	-6.40%	7.85%
GRAND TOTAL	3,054,060,110	43,998,235	30,300,185	3,128,358,530	0.99%	100.00%
GRAND TOTAL*	3,054,060,110	43,998,235	30,300,185	3,128,358,530	2.43%	100.00%

* Including Net New.

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

	2015 S.E.V.	2015 TAXABLE	S.E.V. TO T.V. REDUCTION
COMMERCIAL	672,406,660	647,245,830	25,160,830
INDUSTRIAL	98,183,220	94,923,440	3,259,780
RESIDENTIAL	2,537,474,210	2,140,673,280	396,800,930
REAL PROPERTY	3,308,064,090	2,882,842,550	425,221,540
PERSONAL	245,515,410	245,515,980	(570)
GRAND TOTAL	3,553,579,500	3,128,358,530	425,220,970

Property taxpayer savings (using 2014 millage rates) are:

City Taxes at 12.3806 mills	\$ 5,264,491
Total Taxes at 42.6129 mills **	\$ 18,119,899

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

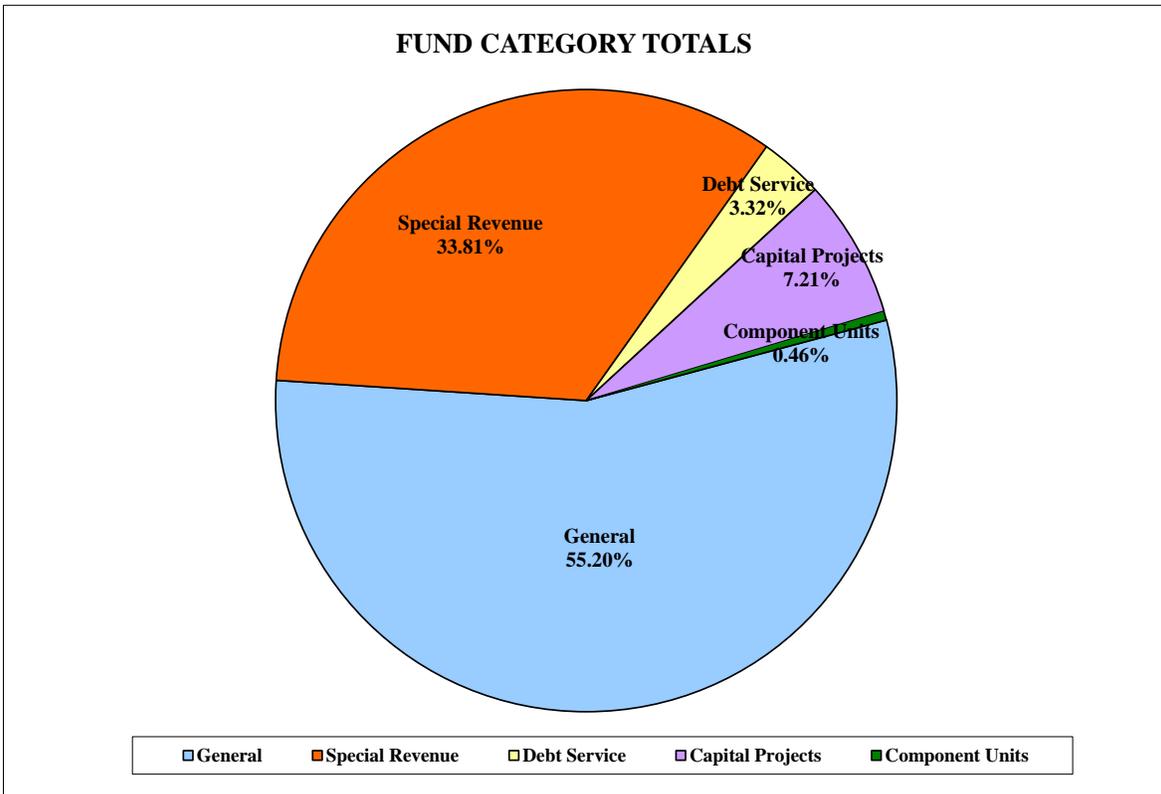
**2014 Farmington Schools Homestead tax rate

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.

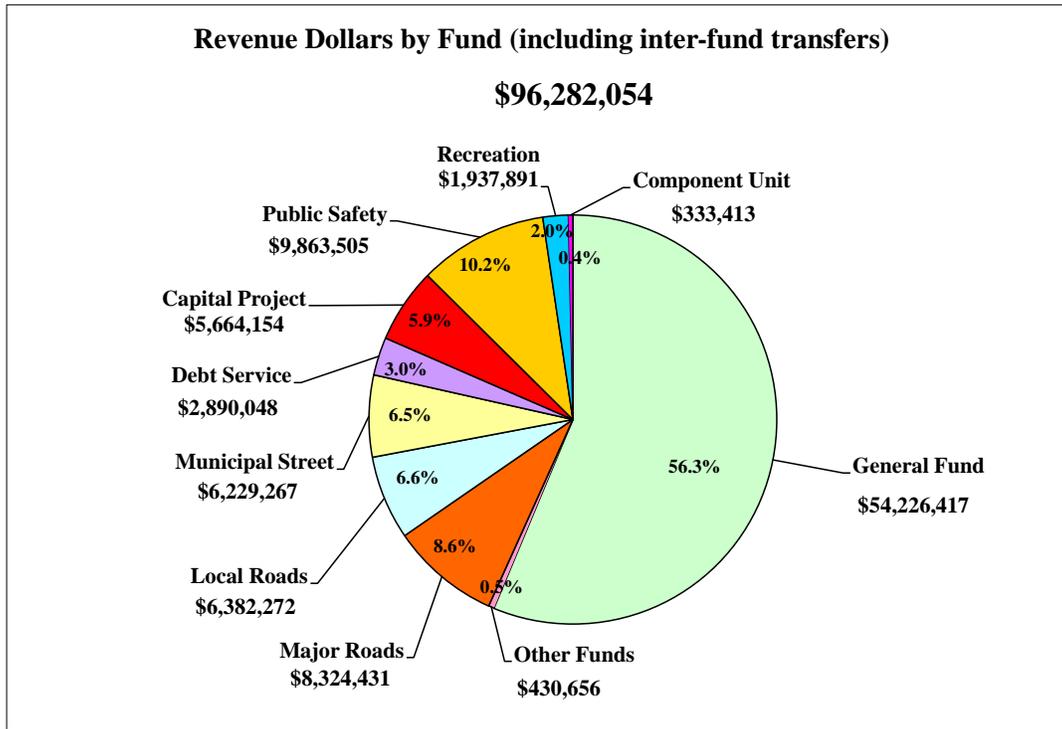
FUND OVERVIEW

The City’s General Fund accounts for 55.20% or \$55,350,781 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:

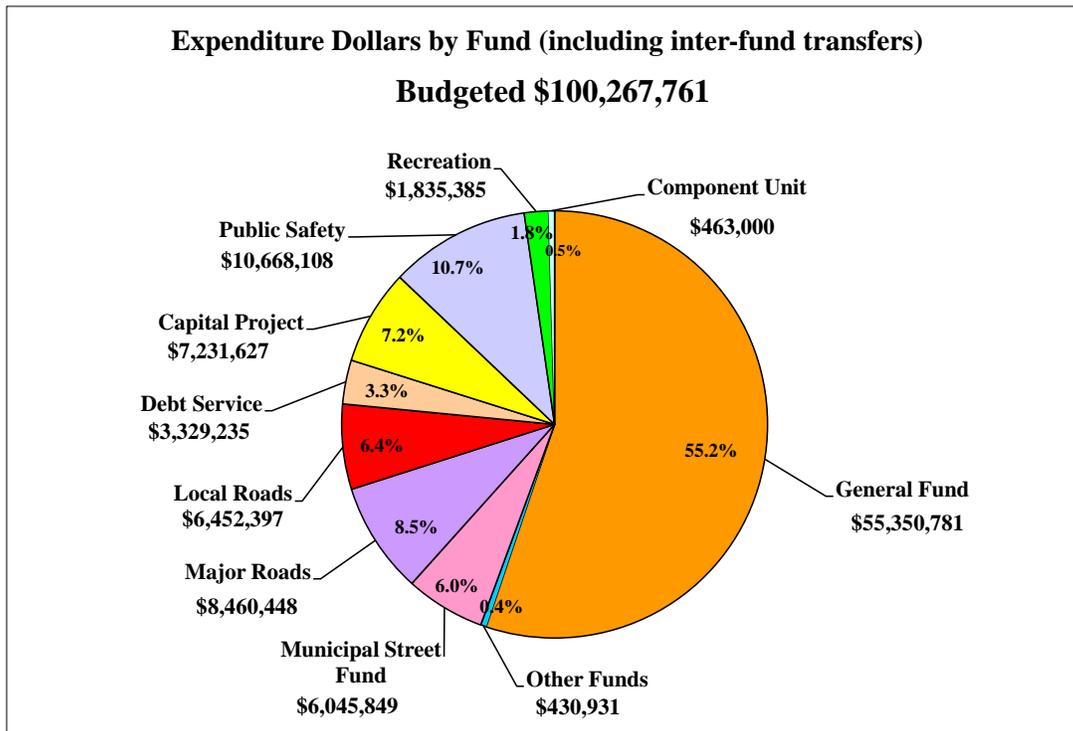
Fund Category	Budget	Percentage
General	\$55,350,781	55.20%
Special Revenue	33,893,118	33.81%
Debt Service	3,329,235	3.32%
Capital Projects	7,231,627	7.21%
Component Units	463,000	0.46%
Total	\$100,267,761	100.00%



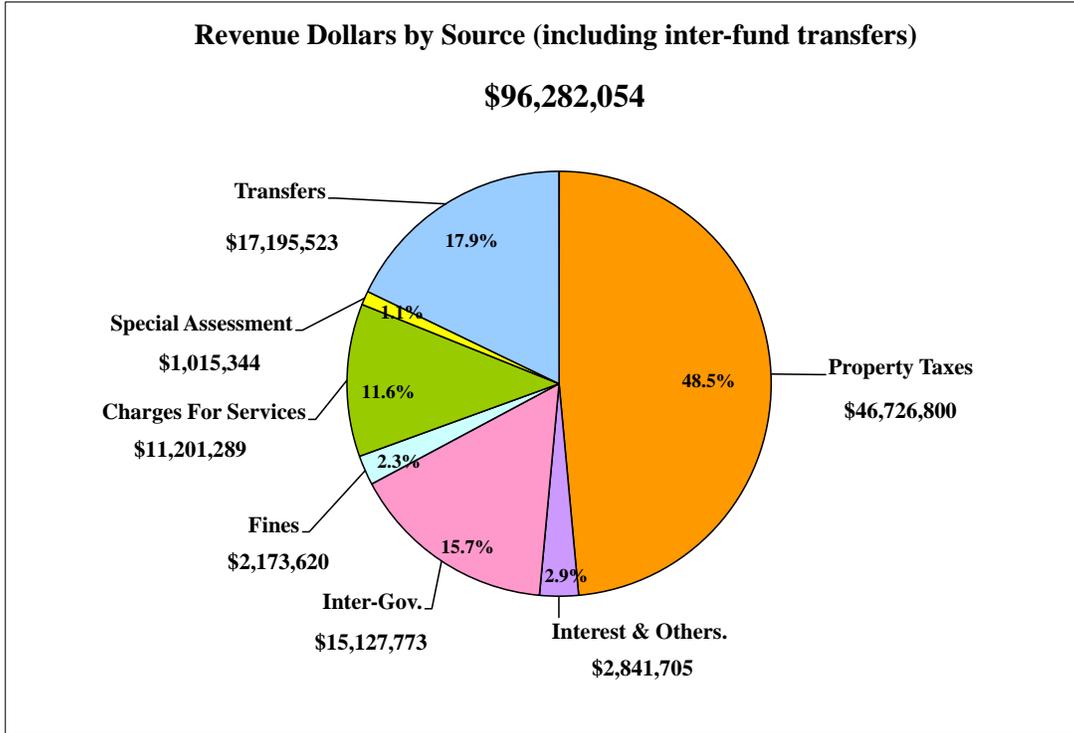
SUMMARY OF BUDGETARY FUNDS BY FUND TYPE FY 2015-16



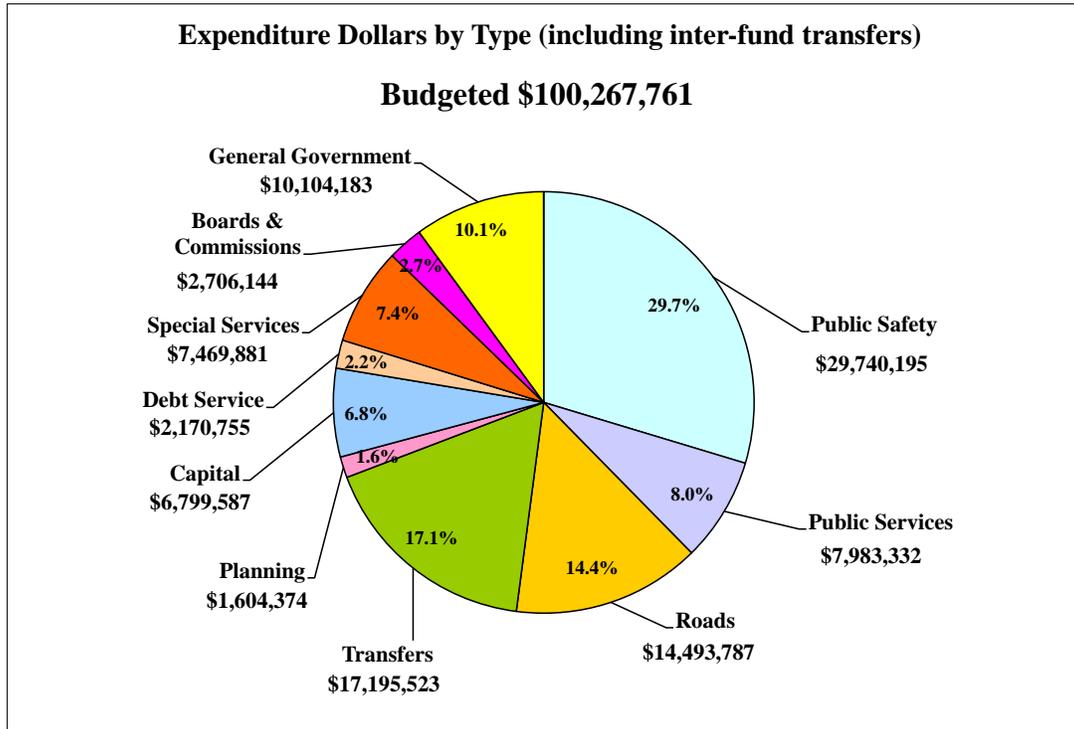
Variiances between revenue and expenditures are appropriations to and from Fund Balance.



**SUMMARY OF BUDGETARY FUNDS
BY REVENUE SOURCE AND EXPENDITURE TYPE
FY 2015/16**



Variances between revenue and expenditures are appropriations to and from Fund Balances.



CONSOLIDATED BUDGET SUMMARY
FISCAL YEAR ENDING 6/30/16

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Component Units	Total Funds
FUND BALANCE AT JULY 1, 2015	23,851,414	8,485,718	2,172,012	2,656,077	846,300	38,011,523
REVENUES						
Property Taxes	28,856,659	17,599,558	0	0	270,583	46,726,800
Intergovernmental	7,055,512	7,816,223	243,538	0	12,500	15,127,773
Charges for Service	11,201,289	0	0	0	0	11,201,289
Special Assessment	0	1,015,344	0	0	0	1,015,344
Interest Income	243,000	12,215	400	1,040	330	256,985
Fines and Forfeitures	2,173,620	0	0	0	0	2,173,620
Other/Miscellaneous	2,379,487	172,733	0	32,500	0	2,584,720
Total Revenues	51,909,567	26,616,073	243,938	33,540	283,413	79,086,531
EXPENDITURES						
Boards and Commissions	2,706,144	0	0	0	0	2,706,144
General Government	10,104,183	0	0	0	0	10,104,183
Public Safety	19,135,812	10,604,383	0	0	0	29,740,195
Planning, Commun. & Econ. Dev.	1,604,374	0	0	0	0	1,604,374
Public Services	7,983,332	0	0	0	0	7,983,332
Special Services	7,469,881	0	0	0	0	7,469,881
Highways and Streets	0	13,966,787	0	527,000	0	14,493,787
Land Acquisition, Capital Improvements and Other	0	909,860	12,700	5,423,027	454,000	6,799,587
Debt Service Principal	0	0	1,561,438	0	0	1,561,438
Debt Service Interest	0	0	609,317	0	0	609,317
Total Expenditures	49,003,726	25,481,030	2,183,455	5,950,027	454,000	83,072,238
Revenues over/(under)						
Expenditures	2,905,841	1,135,043	(1,939,517)	(5,916,487)	(170,587)	(3,985,707)
OTHER FINANCING SOURCES AND USES						
Proceeds from Bond Sale	0	0	0	0	0	0
Transfers In	2,316,850	6,551,949	2,646,110	5,630,614	50,000	17,195,523
Transfers Out	(6,347,055)	(8,412,088)	(1,145,780)	(1,281,600)	(9,000)	(17,195,523)
Total	(4,030,205)	(1,860,139)	1,500,330	4,349,014	41,000	0
Excess Revenues and Other Financing Sources over/(under)						
Expenditures and Other Uses	(1,124,364)	(725,096)	(439,187)	(1,567,473)	(129,587)	(3,985,707)
FUND BALANCE AT JUNE 30, 2016	22,727,050	7,760,622	1,732,825	1,088,604	716,713	34,025,816

<h2 style="margin: 0;">Schedule of Interfund Transfers</h2> <h3 style="margin: 0;">FY 2015/16</h3>
--

Fund Transfer From	Fund Transfer To	Amount
General Fund	Capital Improvement Fund	4,847,923 (3)
	Golf Course Capital Improvement Fund	29,952 (3)
	General Debt Service Fund	1,419,180 (2)
	Corridor Improvement Authority Fund	50,000 (1)
	Total General Fund	6,347,055
Municipal Street Fund	General Fund	1,000,000 (5)
	Major Roads Fund	2,795,349 (3)
	Local Roads Fund	2,250,000 (3)
	Total Municipal Street Fund	6,045,349
Major Roads Fund	Local Roads Fund	225,000 (4)
Local Roads Fund	Special Assessment Revolving Fund	639,908 (5)
	General Debt Service Fund	81,150 (2)
	Total Local Roads Fund	721,058
Special Assessment Revolving Fund	Local Roads Fund	1,281,600 (3)
Parks Millage Fund	General Fund	1,307,850 (1)
Community Development Block Grant Fund	Capital Improvement Fund	112,831 (3)
General Debt Service Fund	Building Authority Fund	1,145,780 (2)
Brownfield Redevelopment Authority Fund	General Fund	9,000 (1)
	Total Interfund Transfers	17,195,523

- (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 to repay interfund loan.

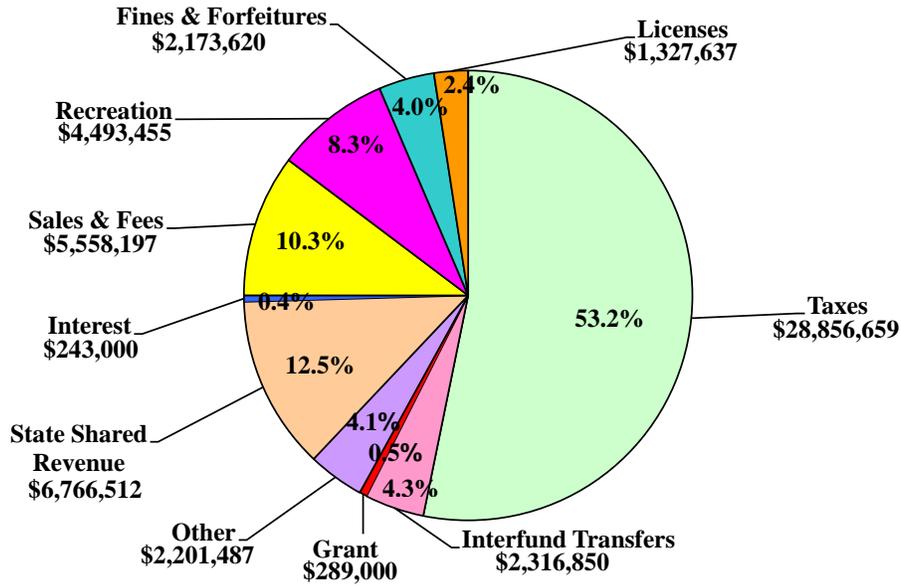
GENERAL FUND

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.

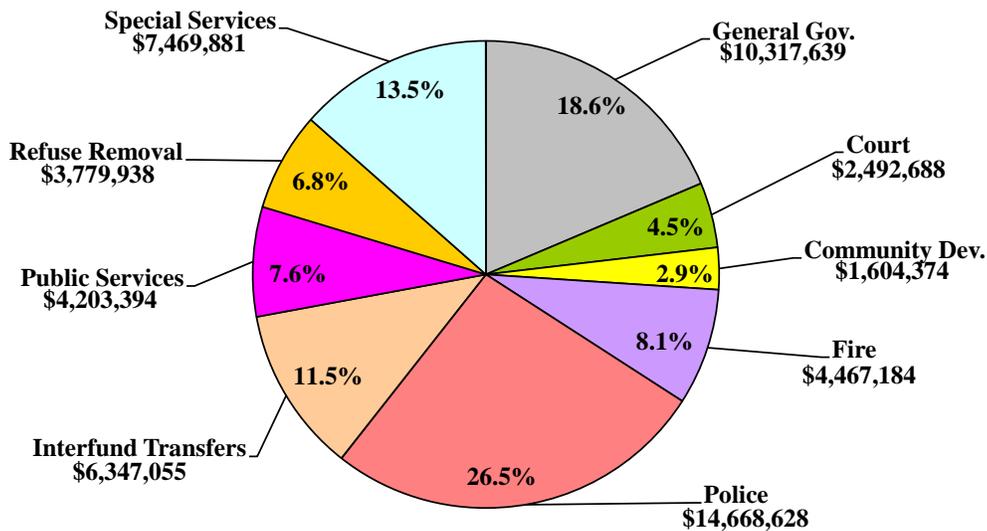


GENERAL FUND FY 2015/16

**Total General Fund Revenue and Transfers In
Budgeted \$54,226,417**

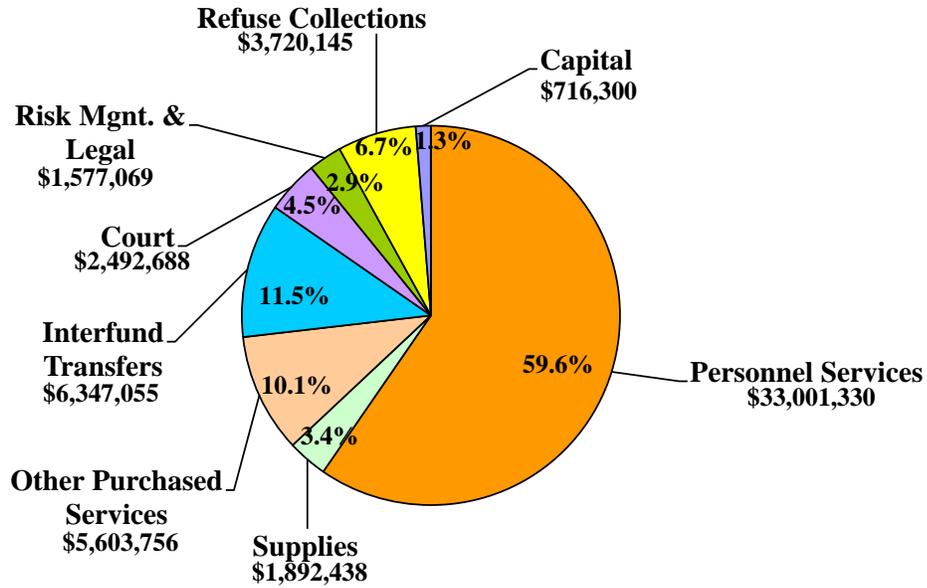


**Total General Fund Expenditures and Transfers Out
Budgeted \$55,350,781**



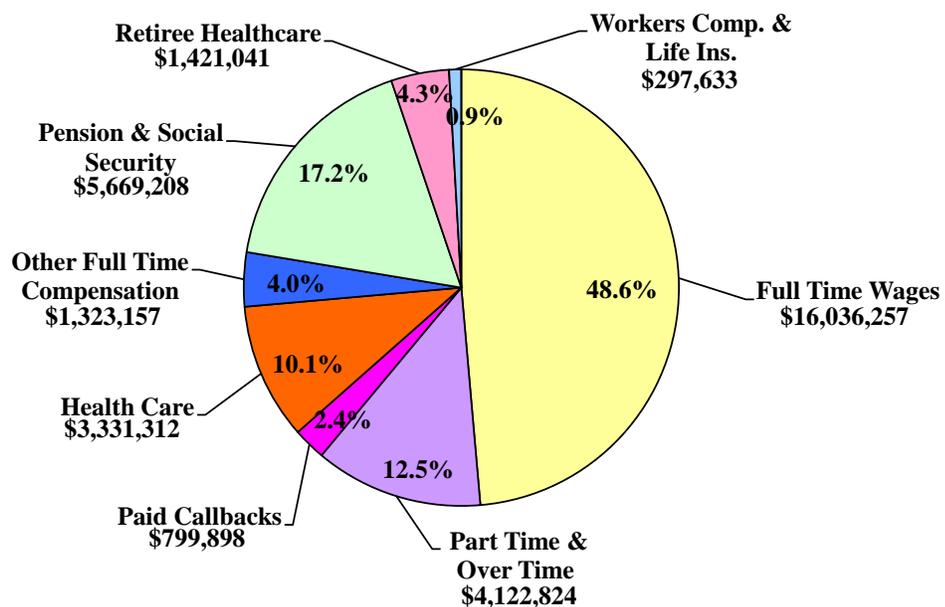
General Fund Expenditures by Classification

Budgeted \$55,350,781



General Fund Personnel Services

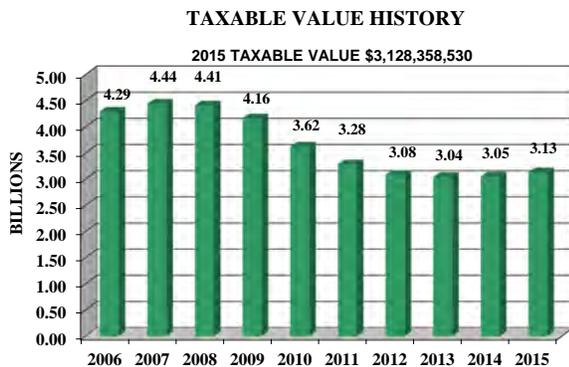
Budgeted \$33,001,330



GENERAL FUND REVENUE ANALYSIS

City Property Taxes

The Major Source of Revenue for the General, Municipal Street, 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 53.2% of the General Fund Revenue, down from 54.5% 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 \$3,128,358,330 for FY 2015/16 was established on 12/31/14.

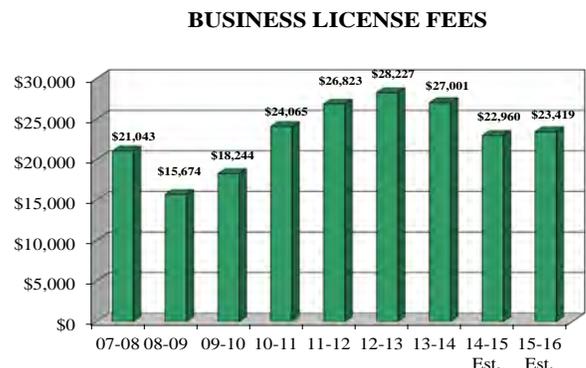
This category also consists of delinquent tax collections, penalties, interest, delinquent taxes, IFT Payments, and administration fees. Total General Fund property tax related revenues are projected at \$28,856,659 for FY 2015/16.

Real Property Taxes that are delinquent at March 1, 2016 will be sold to the County Treasurer. Therefore, real property taxes will be 100% collectable for cash flow purposes.

Business Licenses and Permits

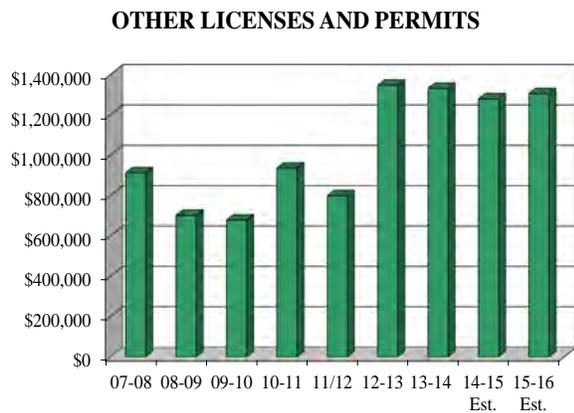
Business licenses and permits are revenues derived from licenses issued to various classes of businesses conducting operations within the City boundaries.

This category of revenue is projected at \$23,419 for FY 2015/16.



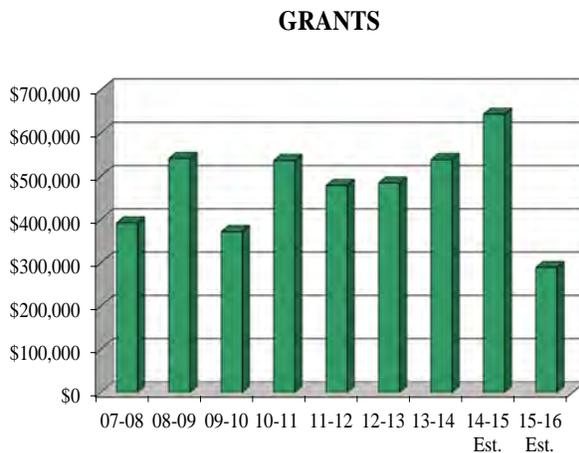
Other Licenses and Permits

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 \$1,304,218 for FY 2015/16.



Grants

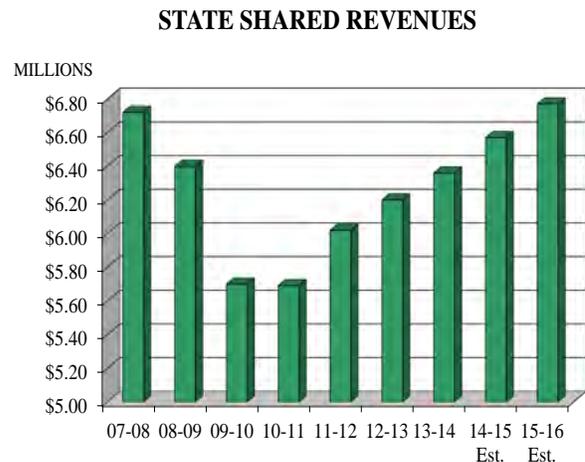
Grant revenue is primarily based on a Suburban Mobility Authority for Regional Transportation (SMART) Grant. Grant Revenue is estimated at \$289,000 for FY 2015/16.



State Shared Revenues

A major source of revenue for the City is 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 compliance with the State's City, Village and Township Revenue Sharing (CVTRS) Program.

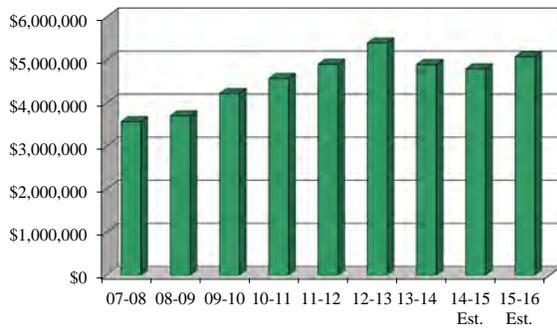
The FY 2015/16 revenues are based on the State's Budget estimates. This amount is projected to be \$6,766,512 or 12.5% of the General Fund Revenue Budget, same as one year ago.



Fees

Sources for these revenues are fees charged for various services provided by the City. This category accounts for \$5,075,421 of the General Fund Revenues. The largest revenue fee items in this group are \$1,596,300 for advance life support fees, \$1,429,607 for curbside recycling fees, and \$1,346,400 for Cable Franchise Fees. Other revenues are estimated on anticipated development and construction and past revenue trends.

FEES

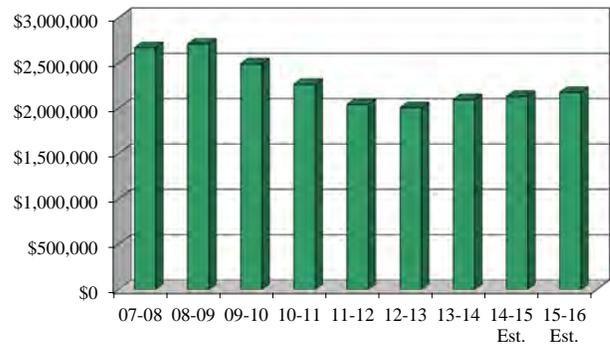


Fines and Forfeitures

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 \$2,173,620 for FY 2015/16 and comprise 4% of the General Fund Budget, about the same as the budget last year.

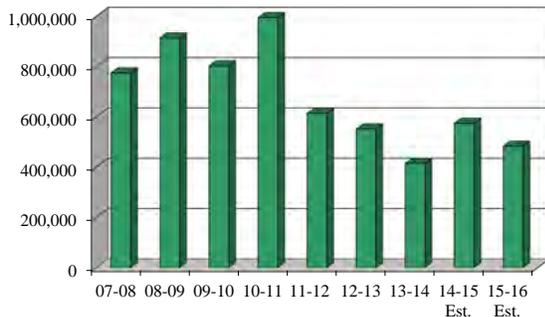
FINES AND FORFEITURES



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 \$482,776 of the FY 2015/16 General Fund Budget.

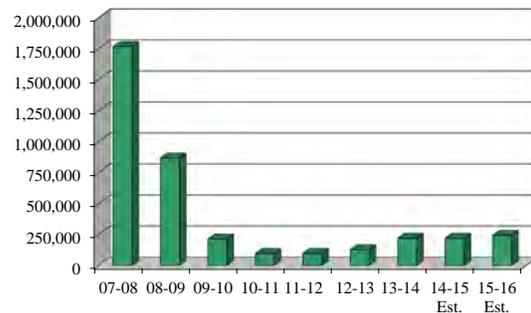
SALES



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 \$243,000 to the City's revenue.

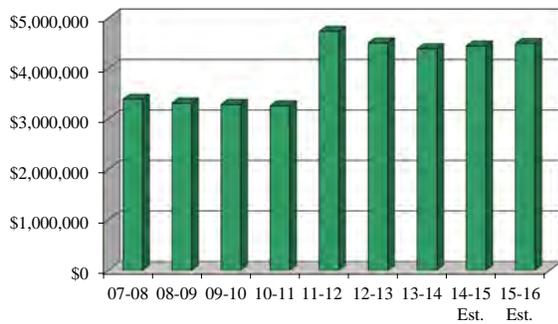
INVESTMENT INCOME



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 \$4,493,455 or 8.3% of the FY 2015/16 General Fund Revenue Budget.

RECREATION USER CHARGES

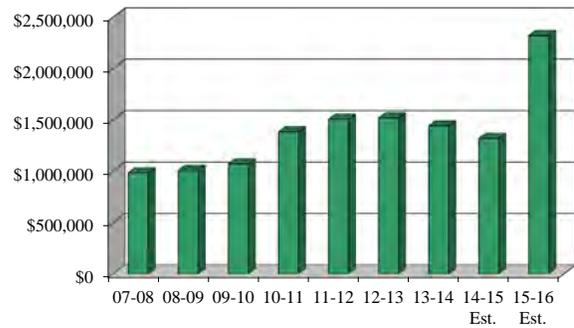


Contributions from Other Funds

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.

FY 2015/16 contributions will be \$2,316,850 or 4.3% of the General Fund Revenue Budget, up from 2.5% one year ago, primarily due to the refund of the one-time \$1,000,000 appropriation to the Municipal Street Fund advanced in FY 14/15.

CONTRIBUTIONS FROM OTHER FUNDS



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 2015/16 is \$2,201,487.

GENERAL FUND SUMMARY

	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Estimated	2015/16 Adopted
FUND BALANCE AT JULY 1					
Nonspendable, Restricted & Assigned	7,962,788	12,471,398	13,197,685	13,197,685	13,201,414
Unassigned	10,048,155	10,704,367	11,599,339	11,599,339	10,650,000
TOTAL FUND BALANCE	18,010,943	23,175,765	24,797,024	24,797,024	23,851,414
REVENUES					
Property Taxes	28,896,910	27,852,944	28,175,227	28,052,947	28,856,659
Business Licenses & Permits	28,227	27,001	22,231	22,960	23,419
Other Licenses & Permits	1,345,623	1,330,182	1,269,651	1,278,645	1,304,218
Grants	484,191	538,699	341,340	643,268	289,000
State Shared Revenues	6,203,453	6,355,651	6,441,749	6,572,772	6,766,512
Fees	5,395,271	4,893,497	4,740,646	4,794,228	5,075,421
Sales	551,703	414,701	477,756	574,150	482,776
Fines & Forfeitures	2,006,071	2,094,189	2,035,756	2,131,000	2,173,620
Interest Earnings	129,016	221,027	143,000	221,000	243,000
Recreation User Charges	4,502,147	4,390,936	4,610,490	4,443,785	4,493,455
Other Revenue	2,249,950	1,892,634	2,045,491	2,268,021	2,201,487
TOTAL OPERATING REVENUE	51,792,562	50,011,461	50,303,337	51,002,776	51,909,567
EXPENDITURES					
Boards & Commissions	2,528,648	2,519,107	2,719,954	2,755,173	2,706,144
General Government	7,257,942	11,065,342	10,894,363	10,421,902	10,104,183
Public Safety	17,978,411	17,498,574	18,744,255	18,618,180	19,135,812
Planning & Community Development	1,698,634	1,243,358	1,459,934	1,352,119	1,604,374
Public Services	7,315,544	6,826,297	7,582,229	7,483,526	7,983,332
Special Services	7,243,999	6,703,168	6,898,319	7,044,572	7,469,881
TOTAL EXPENDITURES	44,023,178	45,855,846	48,299,054	47,675,472	49,003,726
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	7,769,384	4,155,615	2,004,282	3,327,304	2,905,841
OTHER FINANCING SOURCES (USES)					
Operating Transfers In	1,516,850	1,439,259	1,316,850	1,316,850	2,316,850
Operating Transfers Out	(4,121,412)	(3,973,615)	(4,589,764)	(5,589,764)	(6,347,055)
TOTAL OTHER FINANCING FINANCING SOURCES (USES)	(2,604,562)	(2,534,356)	(3,272,914)	(4,272,914)	(4,030,205)
EXCESS OF REVENUE AND FINANCING SOURCES (USES) OVER (UNDER) EXPENDITURES	5,164,822	1,621,259	(1,268,632)	(945,610)	(1,124,364)
FUND BALANCE AS OF JUNE 30					
Nonspendable, Restricted & Assigned	12,471,398	13,197,685	12,928,392	13,201,414	11,527,050
Unassigned	10,704,367	11,599,339	10,600,000	10,650,000	11,200,000
TOTAL FUND BALANCE	23,175,765	24,797,024	23,528,392	23,851,414	22,727,050
Unassigned Fund Balance As Percent Of Expenditures	22.2%	23.3%	20.0%	20.0%	20.2%

General Fund Summary

	Actual	Actual	Budget	Estimate	Estimate
	June 30, 13	June 30, 14	June 30, 15	June 30, 15	June 30, 16
<u>Nonspendable and Restricted Fund Balance</u>					
SWOCC Advance of Principal	757,187	566,247	566,247	367,670	161,150
Restricted	0	22,408	22,408	22,408	22,408
Prepays	<u>136,765</u>	<u>430,407</u>	<u>165,557</u>	<u>100,000</u>	<u>234,922</u>
Total Nonspendable and Restricted Fund Balance	<u>893,952</u>	<u>1,019,062</u>	<u>754,212</u>	<u>490,078</u>	<u>418,480</u>
<u>Assigned Fund Balance</u>					
Next Year's Budgeted Expenditures	0	1,091,242	945,610	1,124,364	1,000,000
Encumbrances Carried Forward	110,158	177,388	120,000	78,402	150,000
Future Inspections	300,000	300,000	300,000	300,000	200,000
Communications	200,000	200,000	200,000	200,000	200,000
Information Technology	0	500,000	0	250,000	250,000
Finance Software	500,000	0	500,000	500,000	400,000
Police Patrol Cars	400,000	400,000	400,000	400,000	400,000
Activities Center	586,086	455,000	455,000	455,000	355,000
Buses	400,000	400,000	400,000	400,000	400,000
Stormwater	500,000	500,000	500,000	500,000	500,000
Sidewalks & Bikepaths	500,000	500,000	500,000	500,000	500,000
Corridor Improvement Authority	1,000,000	1,000,000	850,000	1,000,000	750,000
Misc. Capital Expenditures	81,202	0	0	0	0
Police Training	0	3,570	3,570	3,570	3,570
Public Safety	4,500,000	4,801,423	5,000,000	5,000,000	5,000,000
Retirement System Contribution*	1,500,000	1,000,000	1,000,000	1,000,000	500,000
Retiree Healthcare System Contribution*	<u>1,000,000</u>	<u>850,000</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>500,000</u>
Total Assigned Fund Balance	<u>11,577,446</u>	<u>12,178,623</u>	<u>12,174,180</u>	<u>12,711,336</u>	<u>11,108,570</u>
Total Nonspendable, Restricted & Assigned Fund Balance	<u>12,471,398</u>	<u>13,197,685</u>	<u>12,928,392</u>	<u>13,201,414</u>	<u>11,527,050</u>

* Over and above the annual actuarial calculated contribution.

GENERAL FUND ESTIMATED REVENUE ANALYSIS

ACCT. NO.	DESCRIPTION	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Projection	2015/16 Budget
<u>PROPERTY TAXES</u>						
403	005 Current Operating Property Tax	24,410,556	24,134,034	24,042,579	24,006,963	24,681,782
	006 Current Refuse Removal Property Tax	2,128,387	2,162,484	2,247,117	2,243,788	2,339,744
	007 Economic Development Property Tax	48,246	49,421	49,560	49,486	49,637
	016 State Reimb. of Exempt Personal Property Tax	0	0	0	7,703	0
	020 Delinquent Personal Property	108,339	57,913	75,000	60,000	60,000
	025 Interest & Penalty	330,386	263,772	323,489	263,000	267,000
	027 Transfer Affidavit Penalty Fee	25,650	17,725	22,800	23,068	22,600
	030 Payments in Lieu of Taxes	17,730	18,750	17,730	18,750	18,750
	031 IFT Payments	8,128	13,278	9,736	9,160	6,603
	032 Administration Fee	1,372,307	1,385,457	1,384,516	1,368,429	1,407,944
	035 Trailer Taxes	2,767	2,537	2,700	2,600	2,600
	036 MTT Payments/Adjustments	444,412	(252,427)	0	0	0
	Total Property Taxes	28,896,908	27,852,944	28,175,227	28,052,947	28,856,659
<u>BUSINESS LICENSES & PERMITS</u>						
451	025 Vendor Permits	8,475	7,371	4,284	5,000	5,100
	030 Business Licenses	5,467	3,125	3,570	3,500	3,570
	050 Landfill Permit	260	515	199	260	265
	055 Residential Builders Registration	14,025	15,990	14,178	14,200	14,484
	Total Business Licenses & Permits	28,227	27,001	22,231	22,960	23,419
<u>OTHER LICENSES & PERMITS</u>						
476	006 Fire Damage Reports	378	538	496	500	510
	009 Zoning Compliance Permit	3,595	3,865	3,162	3,200	3,264
	010 Building Permits	951,861	872,104	883,320	883,000	900,660
	015 Electrical Permits	114,526	135,244	117,300	120,000	122,400
	020 Heating Permits	150,360	158,200	153,000	153,000	156,060
	025 Plumbing Permits	74,943	102,692	76,500	82,000	83,640
	035 Over - Size / Weight Permits	1,655	950	1,122	1,000	1,020
	045 Cab Card Permits	5,200	6,600	4,794	4,800	4,896
	050 Dog Licenses	2,315	2,794	2,346	2,400	2,448
	060 Sidewalk R.O.W. Utility	5,625	12,270	6,018	6,905	7,043
	065 Residential Improvement & Engineering	28,400	28,400	17,544	17,600	17,952
	066 Residential Improvement Building	3,550	3,550	2,193	2,200	2,244
	069 Rental Unit Inspection Fee	0	0	0	140	143
	070 Soil Erosion & Sediment	3,215	2,975	1,856	1,900	1,938
	Total Other Licenses & Permits	1,345,623	1,330,182	1,269,651	1,278,645	1,304,218
<u>GRANTS</u>						
505	004 Federal FEMA Safer Grant	150,590	205,389	51,000	161,554	0
	005 Homeland Security Federal Grant	0	0	0	28,314	0
	007 State Homeland Security Grant	1,284	0	0	0	0
	029 SMART Grant Revenue	222,916	223,760	224,740	222,740	224,000
	032 Police Training Grant, P.A. 302	18,460	19,623	20,000	20,000	20,000
	033 State Act 32 Dispatch Training	9,175	0	0	0	0
	045 Auto Theft Grant	49,797	48,894	33,600	34,735	34,000
	047 Fire/Engineering Federal Equipment Grant	0	0	0	0	0
	050 County Grants	16,429	11,783	12,000	11,253	11,000
	051 CGAP Dispatch Grant	15,540	0	0	0	0
	052 CGAP I.T. Grant	0	29,250	0	164,672	0
	500 Medicare Subsidy Grant	0	0	0	0	0
	Total Grants	484,191	538,699	341,340	643,268	289,000

Estimated Revenue Analysis

ACCT. NO.	DESCRIPTION	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Projection	2015/16 Budget
<u>STATE SHARED REVENUE</u>						
574	005 Income, Sales & Intangibles	6,164,601	6,317,081	6,403,266	6,534,194	6,727,162
	010 Liquor License Tax	38,852	38,570	38,483	38,578	39,350
	Total State Shared Revenue	6,203,453	6,355,651	6,441,749	6,572,772	6,766,512
<u>FEEES</u>						
607	030 Police Accident Reports	31,491	34,665	33,660	34,000	34,680
	031 Police Services	52,656	45,619	35,700	36,000	36,720
	032 Franklin Lockup Service Fees	0	0	0	400	408
	035 Miscellaneous Police Fees	57,634	62,190	51,000	51,000	52,020
	036 False Alarms	51,585	47,160	39,270	43,935	44,814
	037 Liquor License Processing	9,100	11,850	8,670	9,000	9,180
	038 Fire Department Cost Recovery	26,292	1,089	1,020	7,437	3,000
	039 Fire Inspection	75,347	82,327	63,036	64,000	65,280
	040 Weed Cutting	18,155	10,795	16,320	11,000	11,220
	041 Advance Life Support Fees	1,430,946	1,438,459	1,413,720	1,565,000	1,596,300
	042 Animal Appeal Hearing	1,200	1,750	918	900	918
	045 Planning Commission	17,970	26,281	17,340	22,225	22,670
	048 IFT Application Fees	0	600	612	600	612
	055 Zoning Board	9,776	11,476	6,732	7,320	7,466
	060 Board Up Fees		1,590	0	0	0
	065 Zoning Site Plan Review	5,430	2,720	2,550	2,600	2,652
	070 Engineering Site Plan Review	73,911	48,184	35,700	36,000	36,720
	076 In-House Engineering Fees	408,791	119,933	153,000	120,000	122,400
	078 Soil Erosion Inspection	0	0	71	0	0
	082 S.A.D. Engineering Fees	290,172	148,948	107,525	24,888	243,872
	083 Revenues Cable TV	1,347,505	1,319,516	1,342,320	1,320,000	1,346,400
	084 SWOCC Contribution	8,316	8,316	8,482	8,316	8,482
	085 Recycling Fees	1,478,494	1,470,029	1,403,000	1,429,607	1,429,607
	086 Sponsorship Fee	500	0	0	0	0
	Total Fees	5,395,271	4,893,497	4,740,646	4,794,228	5,075,421
<u>SALES</u>						
642	005 Maps & Publications	212	200	306	200	204
	008 General forfeiture - Adjudicated	0	0	0	35,205	0
	009 Franklin Dispatch	50,458	50,458	51,559	50,458	51,467
	010 Auctions	14,793	7,258	11,697	7,300	7,446
	012 Fire Training Transfers	143	0	0	0	0
	013 Permits Expired - Uncompleted	239,071	21,204	102,000	25,000	25,500
	014 Donations	0	100	0	858	500
	015 Miscellaneous Income	36,809	63,119	44,579	150,000	153,000
	016 Excess Nutrition Funds	26,927	55,035	56,135	55,000	56,100
	017 Recycling Products	8	0	0	0	0
	019 Health Care Co-Pay	300	0	11,392	512	522
	020 Vital Statistics	82,580	88,718	82,620	83,000	84,660
	021 Passport Fees	9,175	12,450	7,140	12,350	12,597
	025 Fixed Asset Sales	14,849	19,327	20,400	89,767	25,000
	030 Trust Transfers - Expired Bonds		19,285	0	0	0
	052 Topo Maps, Plans, Specs.	25	0	26	0	0
	055 Building Demolition	0	12,639	12,892	0	0
	056 Rental Income (Radio Tower)	75,853	63,908	76,500	64,000	65,280
	057 Phone Franchise Fees	500	1,000	510	500	500
	Total Sales	551,703	414,701	477,756	574,150	482,776

Estimated Revenue Analysis

ACCT. NO.	DESCRIPTION	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Projection	2015/16 Budget
<u>FINES & FORFEITURES</u>						
655	001 Court Judgement Fees	224,510	200,210	227,250	200,000	204,000
	002 Court Filing Fees	558,453	677,740	580,750	661,000	674,220
	003 Probation Fees	181,358	178,240	178,770	188,000	191,760
	004 PSI District Court	31,558	32,973	33,633	31,000	31,620
	005 Ordinance Fines	958,019	922,392	871,630	941,000	959,820
	007 Motor Carrier Enforcement Fines	5,335	32,138	101,000	68,000	69,360
	015 Parking Fines	37,994	38,388	35,350	28,000	28,560
	025 Bond Forfeitures	8,844	12,108	7,373	14,000	14,280
	Total Fines & Forfeitures	2,006,071	2,094,189	2,035,756	2,131,000	2,173,620
<u>INTEREST EARNINGS</u>						
664	005 Interest Income	129,016	221,027	143,000	221,000	243,000
<u>INTERFUND TRANSFERS</u>						
676	201 Municipal Street Fund	0	0	0	0	1,000,000
	243 Brownfield Authority Fund Admin.	9,000	9,000	9,000	9,000	9,000
	260 Federal Fire Grant - Close Out	0	22,409	0	0	0
	410 Parks Millage - Park Maint & Admin.	382,450	382,450	382,450	382,450	382,450
	Parks Millage - Naturalist	75,400	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	500,000	400,000	400,000	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	1,516,850	1,439,259	1,316,850	1,316,850	2,316,850
<u>RECREATION USER CHARGES</u>						
695	015 Administration	9,145	405	0	25	12,900
	020 Youth & Family Contributions (incl. Farmington)	212,209	181,973	184,500	180,000	181,800
	201 Farmington Contributions	197,954	202,788	244,028	199,000	219,686
	027 Transportation Sponsorship	40,000	17,500	41,000	16,000	16,000
	028 Kroger Transportation	13,560	12,240	15,800	13,560	13,560
	029 Other Transportation Revenues	40,740	36,893	45,250	42,300	42,723
	030 Senior Revenues	125,459	121,327	127,260	122,200	123,422
	031 Mercy Meal Fees	0	608	0	0	0
	032 Senex Program Revenues	70,689	61,481	72,215	62,000	62,620
	033 Senior Trips	4,126	1,072	3,000	2,000	3,000
	034 Special Functions Revenues	12,807	10,393	10,600	10,108	10,209
	035 Grounds & Recreation	34,620	42,406	36,000	36,325	36,000
	041 Swimming	248,527	271,930	265,948	275,000	277,750
	044 Cultural Arts	255,906	315,636	315,000	317,264	326,935
	045 After School Recreation	28,039	23,701	24,660	22,214	24,660
	055 Day Camp	126,260	128,855	124,080	124,390	129,480
	057 Gym	60,130	47,524	43,245	38,421	38,290
	060 Classes	55,226	56,923	54,615	50,751	52,285
	065 Tennis	8,154	8,245	8,875	6,865	7,125
	070 Golf	5,865	6,165	4,090	4,245	4,940
	071 Junior Golf League	2,845	1,625	4,250	2,470	2,550
	075 Softball	15,345	9,125	13,350	10,000	10,100
	085 Safety Clinic	660	270	780	505	580
	105 Special Events	63,737	76,305	54,820	62,923	55,515
	110 Youth Soccer	58,702	52,611	56,225	52,725	50,700
	120 Youth Basketball	27,875	27,843	26,100	25,280	26,100
	170 Teen Programs	19,269	23,931	19,294	20,586	21,802
	202 Golf Course Revenues	955,599	916,756	1,000,000	956,000	965,560
	203 Farmington Hills Golf Club Concessions	0	2,500	10,000	27,500	10,000
	204 Farmington Hills Golf Club Reimbursement	24,080	7,500	14,800	20,753	0
	206 Driving Range Fees	171,432	168,503	189,500	170,705	170,700
	208 Adult Chorale	6,746	5,486	8,000	7,944	7,200

Estimated Revenue Analysis

ACCT. NO.	DESCRIPTION	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Projection	2015/16 Budget
	212 Nature Study	52,042	50,953	28,970	41,454	51,938
	216 Safety Town	9,827	8,790	10,200	6,700	8,400
	218 Children's Travel	42,460	50,150	37,200	36,199	38,400
	300 Activities Center Rent	132,570	111,841	130,000	125,000	130,000
	301 Grant Center Rental	25,745	27,106	26,765	25,910	26,725
	302 Longacre House Rental	116,977	112,684	115,000	115,726	115,800
	303 Dog Park Revenue	18,781	9,350	11,000	11,040	11,250
	408 Heritage Rental Fees	29,760	33,461	30,500	30,079	30,500
Ice	805 Youth Hockey Contract	648,977	628,894	650,000	650,000	650,000
	807 Figure Skating Contract	30,269	14,797	17,000	15,000	15,000
	809 Other Ice Contract Ice	58,628	75,186	70,000	70,000	70,000
	812 Misc. Hourly - Figure Skating	74,102	84,851	80,000	80,000	80,000
	822 Single Usage - Shift Hockey	21,405	16,869	25,000	15,000	15,000
	824 Single Usage - Open Skate	18,047	15,352	20,000	15,000	15,000
	826 Adult Hockey	81,770	61,954	85,920	74,845	79,600
	830 Learn to Skate	52,038	63,895	60,000	60,000	60,000
	831 Non-Ice Activities	1,336	9,288	10,000	10,000	10,000
	840 Special Events - Ice Show	4,638	4,863	6,000	5,000	5,000
	841 Ice Retail Sales	916	217	500	500	500
	842 Skate Sharpening	12	0	0	0	0
	843 Ice Tax Exempt	44	64	50	50	50
	844 Ice Food Sales	95,189	94,503	100,000	100,000	100,000
	845 Ice Arena Vending Machine Revenue	4,135	4,750	6,000	5,000	5,000
	846 Ice Arena Coin Locker Revenue	230	0	100	170	100
	847 Ice Arena Video Game Revenue	117	0	0	53	0
	848 Ice Arena Outside Concession	61,778	58,469	55,000	55,000	55,000
	849 Ice Arena Room Rentals	2,825	2,503	4,000	3,000	3,000
	850 Ice Arena Advertising	8,752	0	4,000	3,000	3,000
	852 ice Arena Pro-shop Lease	33	42	0	0	0
	853 Ice Arena Skate Rental	13,038	9,584	10,000	10,000	10,000
	Total Recreation User Charges	4,502,147	4,390,936	4,610,490	4,443,785	4,493,455
	<u>OTHER REVENUE</u>					
696	000 Bond/Insurance Recoveries	665,641	248,688	365,000	382,273	400,000
	001 Reimbursements	24,540	33,660	8,000	10,000	15,000
	002 State Reimbursement for Elections	0	41,985	0	0	0
	003 School Reimbursement for High School Officer	78,287	78,287	78,287	78,287	78,287
	004 Rx Cost Recovery Rebate	62,900	60,365	60,000	60,000	60,000
	005 Equipment Rental - Force Account	1,050,600	1,033,265	1,073,200	1,073,200	1,073,200
	006 Farmington Refuse Removal Contribution	1,489	724	1,500	1,500	1,500
	007 Refunds	39,106	19,542	50,000	20,000	20,000
	008 O.C.C. Payroll Reimbursement	20,828	3,692	14,000	9,000	9,000
	009 Federal Task Force Overtime Reimbursement	56,362	45,622	55,000	53,000	53,000
	010 Sponsorship - Special Services	1,703	504	504	89,750	500
	011 Traffic Improvement Asso. Bypass Reimbursement	23,953	14,795	19,000	19,000	19,000
	012 Vending Machine Rebates	1,774	1,815	2,300	2,000	2,000
	013 Fuel & Maintenance Reimbursement	12,575	10,358	15,700	10,000	10,000
	014 Overhead Street Lighting Reimbursement	52,692	55,041	52,000	53,000	53,000
	017 Contributions from Other Governments	0	11,941	3,000	3,000	3,000
	018 Contribution for Dispatch Services	157,500	210,000	213,000	213,000	213,000
	019 Contribution for I.T. Services	0	22,350	35,000	35,000	35,000
	020 City of Farmington Insurance Contribution	0	0	0	156,011	156,000
	Total Other Revenue	2,249,950	1,892,634	2,045,491	2,268,021	2,201,487
	TOTAL OPERATING REVENUE	53,309,410	51,450,720	51,620,187	52,319,626	54,226,417

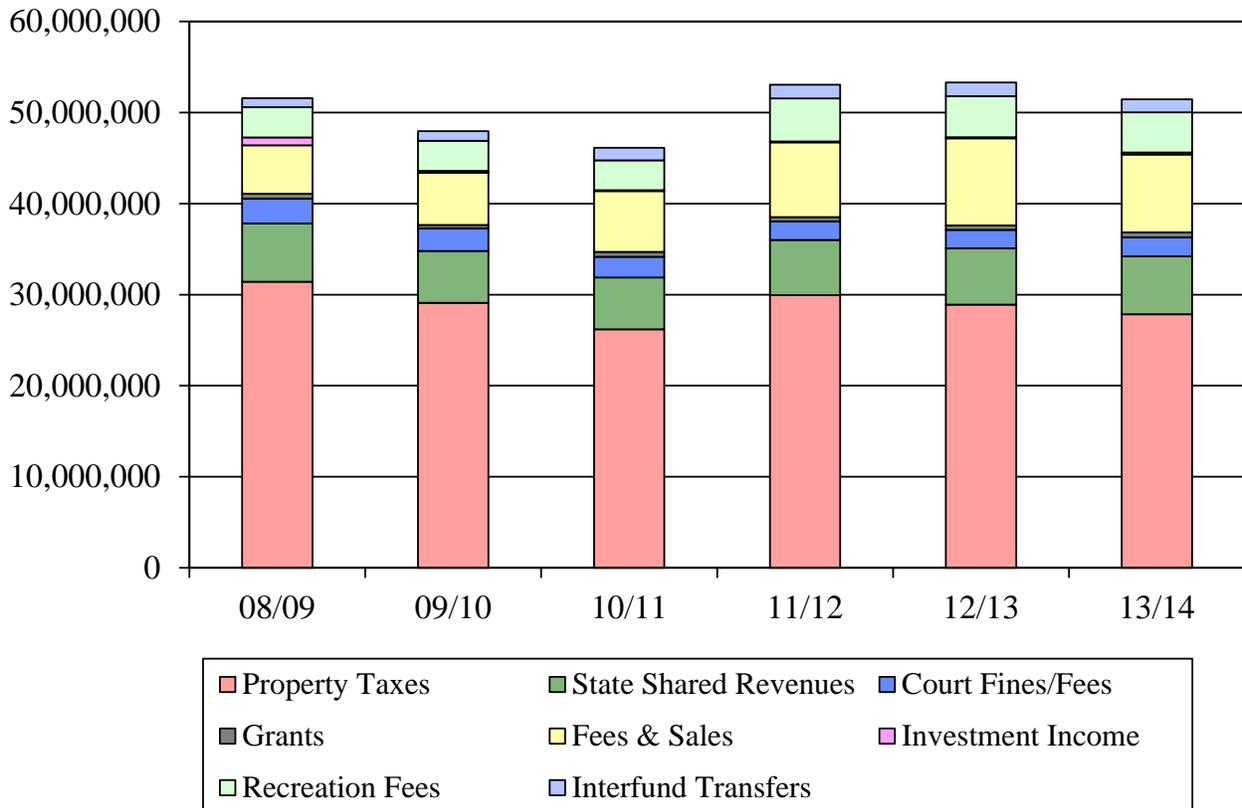
GENERAL FUND EXPENDITURE SUMMARY FY 2015/16

DIV.		2012/13	2013/14	2014/15	2014/15	2015/16	2015/16
NO.	Category and Line Item	Actual	Actual	Current	Estimated	Proposed	Adopted
		Expenditures	Expenditures	Budget	Expenditures	Budget	Budget
115	Boards & Commissions	2,528,648	2,519,107	2,719,954	2,755,173	2,706,144	2,706,144
<u>GENERAL GOVERNMENT:</u>							
101	City Council	104,780	105,087	110,565	107,476	113,462	113,462
172	City Administration	807,670	642,187	683,668	654,845	733,254	733,254
175	Public Information	391,671	337,395	351,122	350,036	364,978	364,978
202	Finance	1,664,477	1,500,152	1,627,498	1,609,919	1,745,639	1,745,639
210	Corporation Counsel	556,558	565,676	608,725	584,500	607,475	607,475
215	City Clerk	716,981	581,886	633,591	671,333	631,574	631,574
226	Human Resources	419,181	410,781	374,350	375,123	375,091	375,091
250	Central Services	1,351,434	1,005,827	1,154,944	1,135,920	1,201,608	1,201,608
290	Support Services	1,245,184	1,415,501	2,317,885	1,900,735	1,983,307	1,983,307
298	Post Employment Benefits	0	4,500,851	3,032,015	3,032,015	2,347,795	2,347,795
TOTAL GENERAL GOVERNMENT		7,257,936	11,065,342	10,894,363	10,421,902	10,104,184	10,104,184
<u>PUBLIC SAFETY:</u>							
300	Police	14,019,712	13,592,112	14,487,678	14,322,741	14,668,628	14,668,628
337	Fire	3,958,699	3,906,462	4,256,577	4,295,439	4,467,184	4,467,184
TOTAL PUBLIC SAFETY		17,978,411	17,498,574	18,744,255	18,618,180	19,135,812	19,135,812
443	Planning, & Community Development	1,698,634	1,243,358	1,459,934	1,352,119	1,604,374	1,604,374
<u>PUBLIC SERVICES:</u>							
440	DPS Administration	471,788	360,778	471,162	384,236	453,463	453,463
442	Road Maint & Supervision	314,401	364,199	382,700	372,894	380,526	380,526
444	Building Maintenance	494,554	395,878	471,476	489,106	549,801	549,801
449	Engineering	1,226,997	1,068,313	1,196,062	1,149,456	1,313,742	1,313,742
450	DPW Maintenance Facility	1,294,949	1,089,147	1,395,437	1,265,165	1,505,862	1,505,862
523	Waste Removal	3,512,855	3,547,982	3,665,392	3,822,669	3,779,938	3,779,938
TOTAL PUBLIC SERVICES		7,315,544	6,826,297	7,582,229	7,483,526	7,983,332	7,983,332
<u>SPECIAL SERVICES:</u>							
752	Administration	1,983,784	1,730,859	1,762,379	1,803,293	1,873,982	1,873,982
760	Youth Services	410,700	361,186	339,895	366,349	383,836	383,836
765	Senior Services	784,586	785,431	825,726	834,371	881,096	881,096
770	Parks Maintenance	1,465,876	1,341,425	1,460,609	1,478,230	1,571,464	1,571,464
775	Cultural Arts	390,467	384,908	352,033	362,059	389,651	389,651
780	Golf Course	743,832	724,244	716,062	725,874	738,187	738,187
785	Recreation Programs	455,881	479,477	445,814	469,438	499,797	499,797
790	Ice Arena	1,008,873	895,638	995,801	1,004,958	1,131,868	1,131,868
TOTAL SPECIAL SERVICES		7,243,999	6,703,168	6,898,319	7,044,572	7,469,881	7,469,881
TOTAL EXPENDITURES		44,023,172	45,855,845	48,299,054	47,675,472	49,003,726	49,003,726
OTHER FINANCING USES							
299	Interfund Transfers	4,121,412	3,973,615	4,589,764	5,589,764	6,347,055	6,347,055
TOTAL EXPENDITURES AND OTHER FINANCING USES		48,144,584	49,829,460	52,888,818	53,265,236	55,350,781	55,350,781

**General Fund
Actual Revenues by Source
Fiscal 08/09 Through Fiscal 13/14**

Revenue Source	08/09	09/10	10/11	11/12	12/13	13/14
Property Taxes	31,419,841	29,096,212	26,193,182	29,937,954	28,896,910	27,852,944
State Shared Revenues	6,396,790	5,703,873	5,691,982	6,062,082	6,203,453	6,355,651
Court Fines/Fees	2,706,691	2,490,154	2,264,792	2,042,286	2,006,071	2,094,189
Grants	541,025	372,080	536,346	478,590	484,191	538,699
Fees & Sales	5,331,443	5,721,347	6,693,312	8,205,303	9,570,774	8,558,015
Investment Income	867,195	214,509	98,274	98,321	129,016	221,027
Recreation Fees	3,313,540	3,285,943	3,259,105	4,733,470	4,502,147	4,390,936
Interfund Transfers	1,006,263	1,069,400	1,381,570	1,503,517	1,516,850	1,439,259
Total Revenue	51,582,788	47,953,518	46,118,563	53,061,523	53,309,412	51,450,720

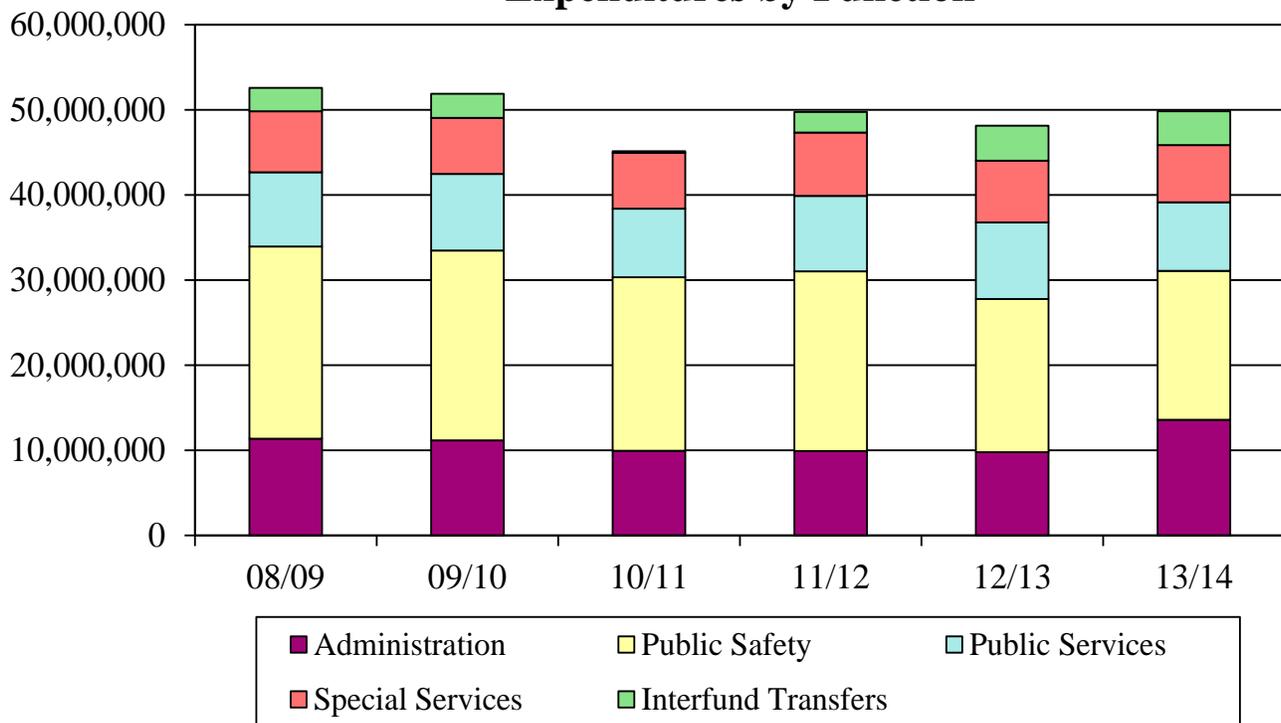
**General Fund
Revenues by Source**



General Fund Actual Expenditures by Function Fiscal 08/09 through 13/14						
Expenditure Function	08/09	09/10	10/11	11/12	12/13	13/14
Administration	11,352,751	11,162,858	9,943,730	9,927,089	9,786,590	13,584,449
Public Safety	22,584,028	22,309,231	20,379,056	21,111,694	17,978,411	17,498,574
Public Services	8,724,100	8,991,045	8,073,318	8,853,920	9,014,178	8,069,655
Special Services	7,173,848	6,586,965	6,543,104	7,433,857	7,243,999	6,703,168
Interfund Transfers	2,760,000	2,842,535	194,567	2,433,906	4,121,412	3,973,615
Total Expenditures	52,594,727	51,892,634	45,133,775	49,760,466	48,144,590	49,829,461

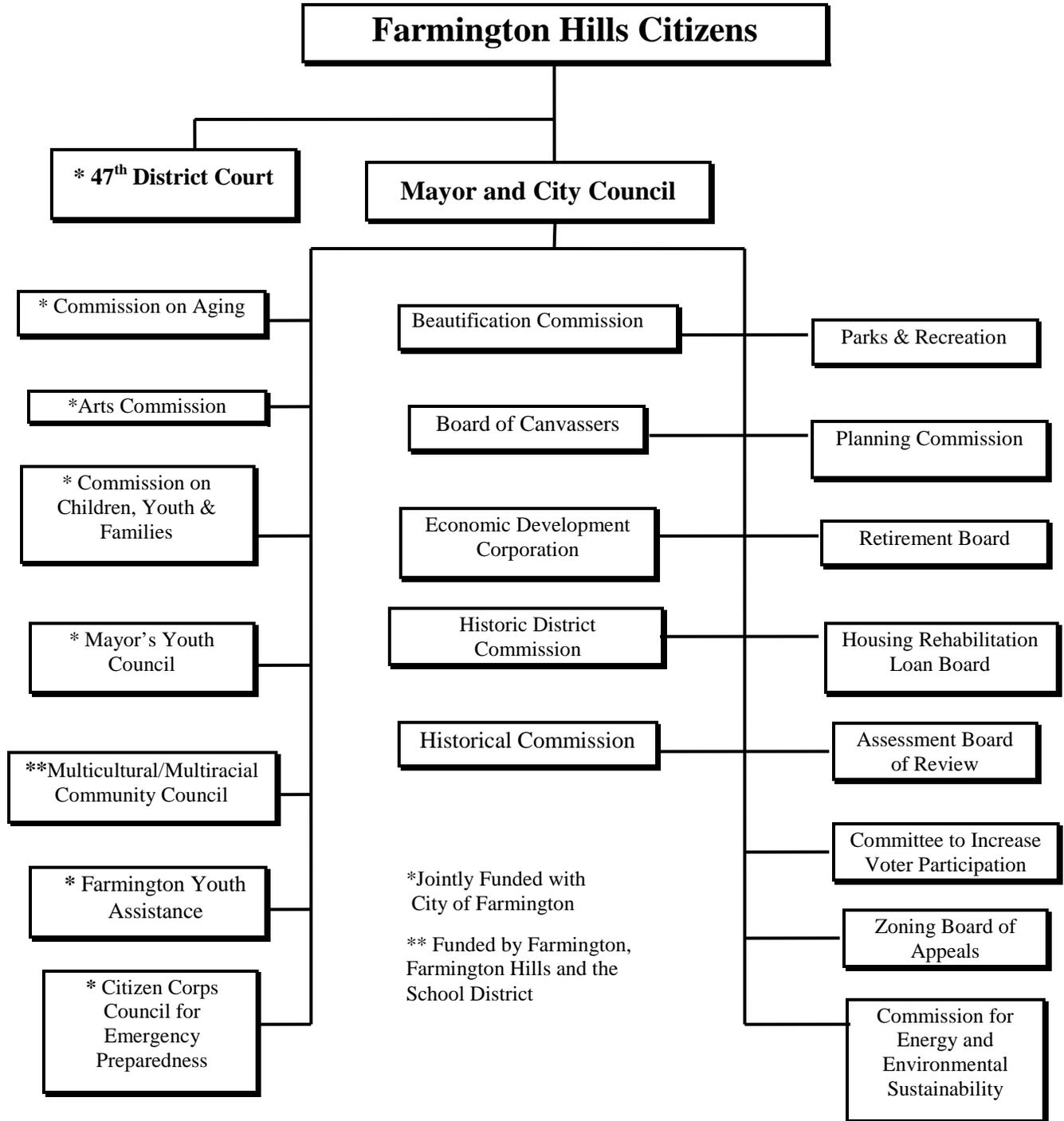
General Fund

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 provide the highest level of service to the public as measured by annual public satisfaction survey results.
- Continue to identify and implement case management strategies to minimize case processing time and ensure organizational goals are met.
- Continue to meet all reporting demands associated with finances, caseload and abstract processing.

- 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 12,000 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 *	2013/14 Actual	2014/15 Projected	2015/16 Estimated
Service Level	Farm. Hills Contribution to Court Expenses	\$2,392,617	\$2,570,114	\$2,492,688
	Farmington Contribution to Court Expenses	\$476,917	\$430,253	\$478,689
	Total Farmington Hills Court Fine Revenue	\$2,094,189	\$2,131,000	\$2,173,620
	Total Farmington Revenue	\$546,448	\$575,000	\$575,000
	Community Work Program Revenue	\$76,815	\$75,000	\$75,000
	New Case Filings – Farmington Hills Venue *	19,489	20,000	20,000
	New Case Filings – Farmington Venue *	5,092	5,500	5,500
	Total Dispositions (Calendar Year) *	26,933	27,000	27,000
	Total Community Work Program Labor Hours*	12,376	12,000	12,000
	Sec. of State Abstracts Processed Timely *	99%	99%	99%
Efficiency	Cost to Cities Per Case Disposition	\$106.27	\$107.42	\$107.42
	Revenue to Cities Per Case Disposition (Excluding CWP Revenue)	\$103.66	\$108.33	\$108.33
	Estimated Minimum Labor Value of Community Work Program to Cities (Based on minimum wage labor rate; includes estimated insurance, supervision, and transportation costs paid).	\$190,000	\$190,000	\$190,000

*Caseload, CWP labor hours, and abstract processing statistics reported are for the calendar year 2013 actual, calendar year 2014 actual, and projected calendar year 2015. 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	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(800) JOINTLY FUNDED AGENCIES							
021	Farmington Area Youth Assistance	43,591	43,543	43,563	43,543	43,566	43,566
031	47th District Court	2,417,806	2,392,617	2,580,306	2,570,114	2,492,688	2,492,688
033	Farmington Area Arts Commission	909	1,003	820	820	820	820
034	Commission on Aging	619	699	1,639	1,638	1,639	1,639
038	Multicultural/Multiracial Comm. Council	331	2,918	8,272	8,269	6,575	6,575
039	Comm. on Children/Youth/Families	696	418	2,428	2,426	2,428	2,428
042	Mayor's Youth Council	5,796	5,164	3,911	3,910	5,412	5,412
043	Emergency Preparedness Commission	786	543	2,330	2,329	2,330	2,330
		<u>2,470,534</u>	<u>2,446,905</u>	<u>2,643,269</u>	<u>2,633,049</u>	<u>2,555,458</u>	<u>2,555,458</u>
(800) OTHER BOARDS & COMMISSIONS							
002	Zoning Board of Appeals	7,340	6,292	7,040	7,500	7,040	7,040
004	Retirement Board	24	0	0	0	0	0
005	Assessment Board of Review	5,618	3,916	8,000	7,500	8,000	8,000
024	Beautification Commission	5,015	5,357	5,410	5,410	5,410	5,410
032	Historical Commission	1,125	1,260	5,606	2,500	5,606	5,606
036	Historic District Commission	2,780	4,723	5,121	4,705	5,121	5,121
037	Parks & Recreation Commission	1,073	1,201	1,500	1,500	1,500	1,500
040	Comm. to Increase Voter Participation	326	574	667	667	667	667
044	Comm. for Energy & Environ. Sustainability	496	734	999	50,000	75,000	75,000
109	Planning Commission	34,317	48,145	42,342	42,342	42,342	42,342
		<u>58,114</u>	<u>72,202</u>	<u>76,685</u>	<u>122,124</u>	<u>150,686</u>	<u>150,686</u>
DEPARTMENT TOTAL		<u>2,528,648</u>	<u>2,519,107</u>	<u>2,719,954</u>	<u>2,755,173</u>	<u>2,706,144</u>	<u>2,706,144</u>

Boards and Commissions comprise 4.89% of the General Funds 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. NO.	Category and Line Item	2012/13 Actual Expenditures	2013/14 Actual Expenditures	2014/15 Current Budget	2014/15 Estimated Expenditures	2015/16 Proposed Budget	2015/16 Adopted Budget
GENERAL GOVERNMENT:							
101	City Council	104,780	105,087	110,565	107,476	113,462	113,462
172	City Administration	807,670	642,187	683,668	654,845	733,254	733,254
175	Public Information	391,671	337,395	351,122	350,036	364,978	364,978
202	Finance	1,664,477	1,500,152	1,627,498	1,609,919	1,745,639	1,745,639
210	Corporation Counsel	556,558	565,676	608,725	584,500	607,475	607,475
215	City Clerk	716,981	581,886	633,591	671,333	631,574	631,574
226	Human Resources	419,181	410,781	374,350	375,123	375,091	375,091
250	Central Services	1,351,434	1,005,827	1,154,944	1,135,920	1,201,608	1,201,608
290	Support Services	1,245,184	1,415,501	2,317,885	1,900,735	1,983,307	1,983,307
298	Post Employment Benefits	0	4,500,851	3,032,015	3,032,015	2,347,795	2,347,795
TOTAL GENERAL GOVERNMENT		7,257,936	11,065,342	10,894,363	10,421,902	10,104,184	10,104,184
OTHER FINANCING USES							
299	Interfund Transfers	4,121,412	3,973,615	4,589,764	5,589,764	6,347,055	6,347,055
TOTAL		11,379,348	15,038,957	15,484,127	16,011,666	16,451,239	16,451,239

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 the Community’s participation in the Georgetown University Energy Prize competition 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 and work to engage both students and millennial residents (age 18 – 35) in the local government process.
- Work with City Administration to market city owned properties where appropriate.
- Address strategic policy issues in the areas of public safety, transportation infrastructure (incl. non-motorized), traffic, economic development/redevelopment, neighborhoods, 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
- Work with City Administration to efficiently and effectively implement the City’s road millage and review the levied amount annually.

	Performance Indicators	FY 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Regular Meetings Held	21	21	21
	Special Meetings Held	2	1	1
	Goals Sessions	1	1	1
	Study Sessions	17	18	21
	Public Hearings	20	20	20
	Ordinances Enacted	9	9	10
	Agenda Items Requiring Action / Resolutions Adopted	189	182	200
Efficiency	Activity Expenditures as a % of General Fund	0.21%	0.20%	0.20%

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$3,089 or 2.8% decrease from the current budget and adopted budget.
- The decrease results primarily from savings in Conferences and Workshops.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$5,986 or 5.6% increase from the FY 14-15 year-end projection and a \$2,897 or 2.6% increase from the FY 14-15 budget.
- The budget to budget increase results primarily from a proposed 2% wage increase, along with smaller increases in professional and contractual accounts.

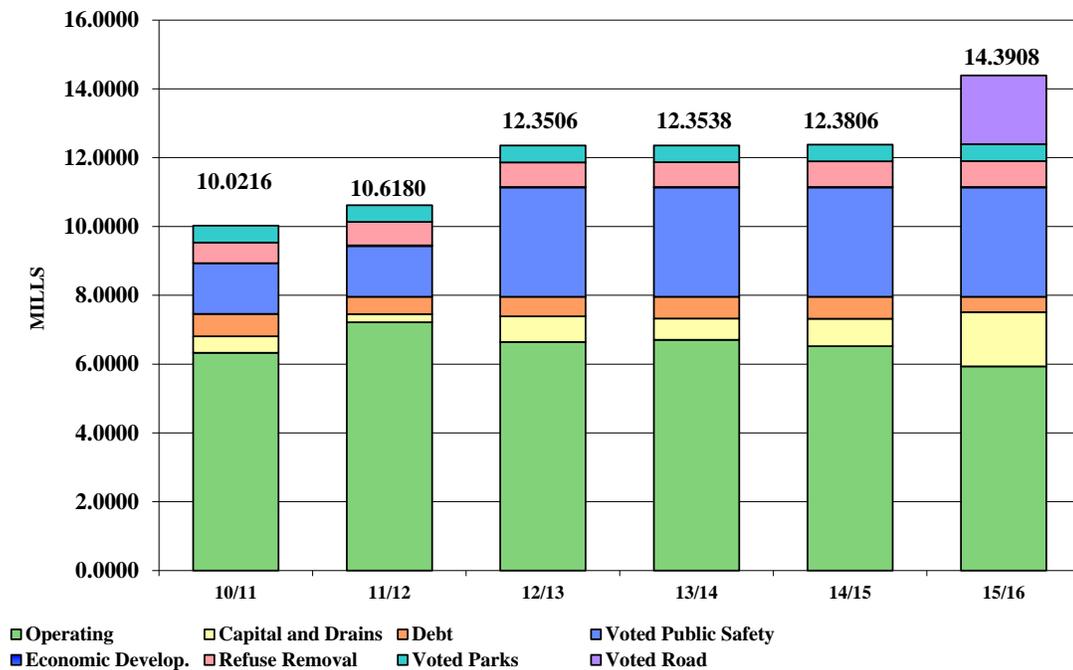
	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
City Council	\$104,780	\$105,087	\$110,565	\$107,476	\$113,462

City Council

DEPARTMENT NUMBER: 101

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES							
010	Wages	46,622	46,622	46,633	47,555	48,512	48,512
200	Social Security	3,566	3,567	3,567	3,638	3,711	3,711
350	Workers Compensation	23	47	52	55	57	57
Category Total		50,211	50,236	50,252	51,248	52,280	52,280
(801) PROFESSIONAL & CONTRACTUAL							
001	Conference & Workshops	19,464	18,699	22,916	18,500	23,020	23,020
002	Memberships & Licenses	33,237	33,623	34,897	34,928	35,162	35,162
070	Miscellaneous Expense	1,868	2,530	2,500	2,800	3,000	3,000
Category Total		54,569	54,851	60,313	56,228	61,182	61,182
DEPARTMENT TOTAL		104,780	105,087	110,565	107,476	113,462	113,462

Tax Rate History



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.

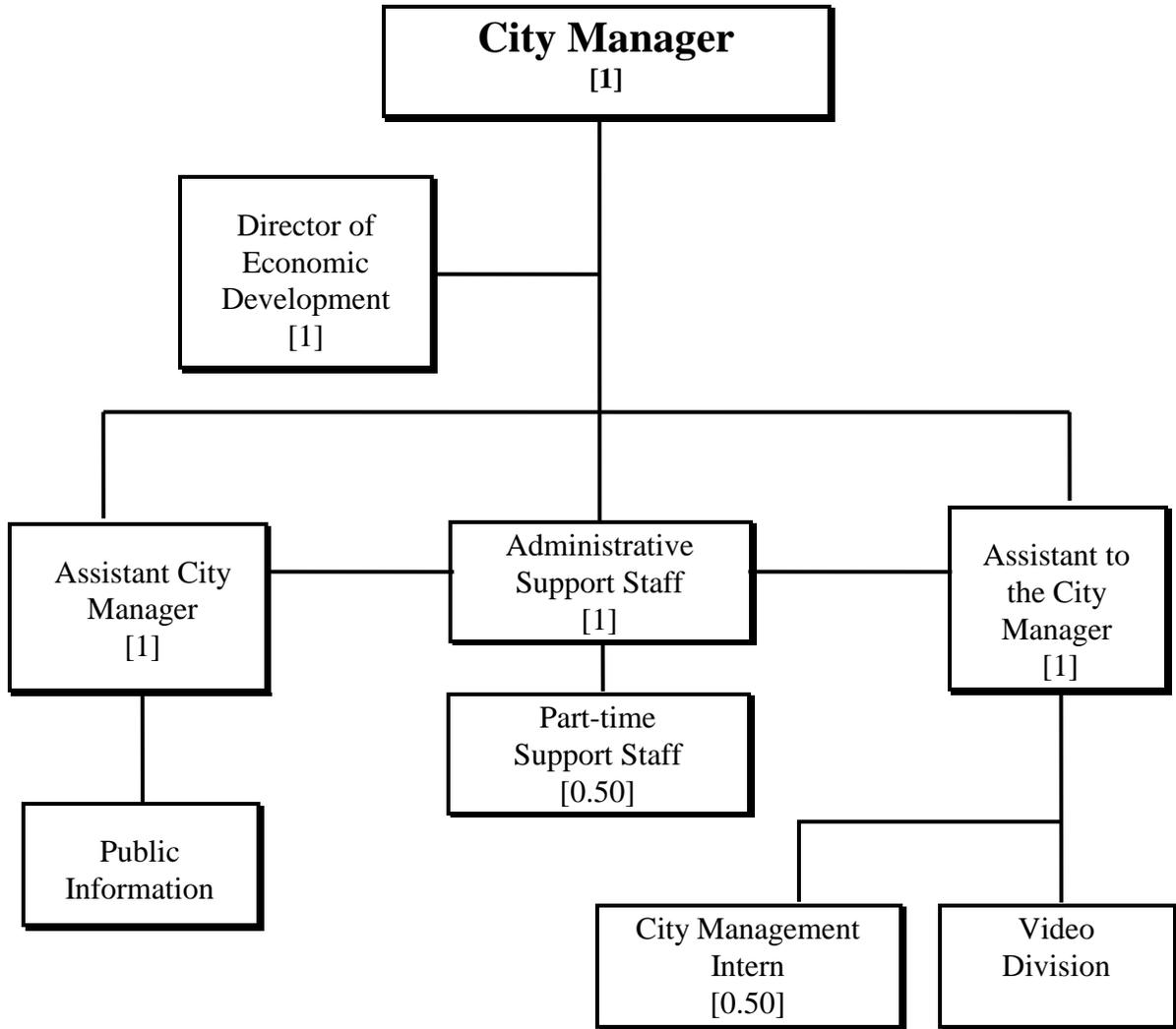
- Continue to develop and maintain Farmington Hills as a quality community for future generations. (1 – 14)
- Identify key priorities and establish procedures that ensure effective management of available resources. (2)
- Identify and implement innovative strategies and priorities that move Farmington 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 the Community's participation in the Georgetown University Energy Prize 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 work with SMART and the Regional Transit Authority, particularly as it relates to a potential 2016 RTA regional revenue vote and the Grand River Corridor, 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, to implement the CIA Development and Tax Increment Financing Plans and 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 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Council, Board, and Commission Meetings Staffed	85	85	90
	City Council Agenda Items prepared for Council Action	189	182	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	1.29%	1.23%	1.32%

CITY ADMINISTRATION



Total Full Time Equivalent [6.0]

STAFFING LEVELS

Acct. No.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 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	1	1	1
DEPARTMENT TOTAL					
		5.5	6	6	6

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$28,823 or 4.2% decrease from the current budget.
- The decrease results primarily from a six month position vacancy.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$78,409 or 12.0% increase from the FY 14-15 year-end projection and \$49,586 or 7.3% increase from the FY 14-15 budget.
- The budget to budget increase is primarily the result of a fully staffed department and additional funding for professional development activities for the Director of Economic Development.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
City Administrator	\$807,670	642,187	683,668	654,845	\$733,254

City Administration

DEPARTMENT NUMBER: 172

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES							
010	Administrative & Clerical	453,489	450,802	478,546	438,500	497,059	497,059
038	Part-time	8,552	20,991	28,500	38,500	29,500	29,500
106	Sick & Vacation	14,680	16,406	7,875	7,141	8,032	8,032
112	Overtime	0	1,539	0	0	0	0
200	Social Security	36,811	34,819	37,456	34,070	38,182	38,182
250	Blue Cross/Optical/Dental	47,106	41,651	49,856	64,600	69,951	69,951
275	Life Insurance	2,927	3,087	3,313	3,185	3,825	3,825
300	Pension - DC	20,074	23,545	18,246	18,050	25,620	25,620
305	Pension - DB	102,381	0	0	0	0	0
308	Post Retirement Healthcare	69,354	0	0	0	0	0
325	Longevity	27,630	21,434	22,368	20,712	21,710	21,710
350	Worker's Compensation	624	1,104	1,168	1,081	1,187	1,187
	Category Total	783,628	615,377	647,328	625,839	695,066	695,066
(740) OPERATING SUPPLIES							
001	Gas & Oil	5,056	4,521	5,950	4,216	5,040	5,040
002	Books & Subscriptions	118	128	59	59	59	59
008	Supplies	1,774	1,499	4,000	4,000	4,000	4,000
040	Miscellaneous Expense	116	279	400	400	400	400
	Category Total	7,064	6,427	10,409	8,675	9,499	9,499
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	5,604	8,073	10,820	9,000	12,610	12,610
002	Memberships & Licenses	2,436	3,271	3,420	3,315	3,521	3,521
005	Fleet Insurance	2,046	2,190	2,191	2,191	2,208	2,208
006	Vehicle Maintenance	592	849	800	200	600	600
013	Education & Training	0	0	1,500	1,500	1,500	1,500
041	Vehicle Allowance	6,300	6,000	7,200	3,600	7,200	7,200
042	Mileage Reimbursement	0	0	0	525	1,050	1,050
	Category Total	16,978	20,383	25,931	20,331	28,689	28,689
DEPARTMENT TOTAL		807,670	642,187	683,668	654,845	733,254	733,254

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 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Video Division programs produced	154	160	142
	Total programs produced for Channel 8	173	180	167
	Resolutions and proclamations produced	38	32	32
	News releases/flyers produced and disseminated	440	350	350
	Newspaper columns produced	2	8	8
	Newsletters/annual report produced	3	3	3
Efficiency	Number of programs produced per full time staff	61.6	72	56.8
	Activity Expenditures as a % of General Fund	0.68%	0.66%	0.66%

STAFFING LEVELS

Acct. No.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 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	<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 2015/16.

Public Information

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$1,086 or 0.3% decrease from the current budget and adopted budget.
- The decrease results primarily from projected newsletter savings.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$14,942 or 4.3% increase from the FY 14-15 year-end projection and \$13,856 or 3.9% increase from the FY 14-15 budget.
- The budget to budget increase results primarily from a one-time \$12,000 purchase of two production cameras, along with smaller increases in personnel costs; partially offset by lower supply and professional contractual expenditures.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Public Information	\$391,671	\$337,395	\$351,122	\$350,036	\$364,978



Public Information

DEPARTMENT NUMBER: 175

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) Salaries & Wages							
010	Salary - Full Time	204,263	205,063	205,050	209,500	214,151	214,151
106	Sick & Vacation	2,593	924	2,982	2,908	1,983	1,983
200	Social Security	16,304	16,057	16,691	16,966	17,377	17,377
250	Blue Cross/Optical/Dental	54,495	58,062	66,586	65,740	64,004	64,004
275	Life Insurance	1,018	1,019	1,024	1,164	1,169	1,169
300	Pension - DC	5,256	5,317	5,342	5,410	5,512	5,512
305	Pension - DB	40,410	0	0	0	0	0
308	Post Retirement Healthcare	27,374	0	0	0	0	0
325	Longevity	8,341	9,199	10,152	10,355	10,994	10,994
350	Worker's Compensation	253	494	519	530	541	541
	Category Total	<u>360,307</u>	<u>296,134</u>	<u>308,346</u>	<u>312,573</u>	<u>315,731</u>	<u>315,731</u>
(740) Operating Supplies							
001	Gas and Oil	455	395	613	300	560	560
008	Supplies	1,939	6,067	3,500	3,500	2,000	2,000
	Category Total	<u>2,394</u>	<u>6,463</u>	<u>4,113</u>	<u>3,800</u>	<u>2,560</u>	<u>2,560</u>
(801) Professional & Contractual							
005	Fleet Insurance	366	330	363	363	387	387
006	Vehicle Maintenance	334	270	500	0	0	0
007	Equipment Maintenance	226	404	300	300	300	300
024	Newsletter	18,192	33,794	37,500	33,000	34,000	34,000
	Category Total	<u>19,118</u>	<u>34,798</u>	<u>38,663</u>	<u>33,663</u>	<u>34,687</u>	<u>34,687</u>
Capital Outlay							
020	Production Equipment	9,852	0	0	0	12,000	12,000
	Category Total	<u>9,852</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>12,000</u>	<u>12,000</u>
DEPARTMENT TOTAL		<u>391,671</u>	<u>337,395</u>	<u>351,122</u>	<u>350,036</u>	<u>364,978</u>	<u>364,978</u>

CAPITAL OUTLAY

Department Number: 175

Acct. No.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget Quantity	Manager's Budget Amount
020		PRODUCTION EQUIPMENT				
	2	Production Cameras	6,000	12,000	2	12,000
		CAPITAL OUTLAY TOTAL		<u>12,000</u>	<u>2</u>	<u>12,000</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 18 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 many mandates in assessment administration, 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, the filing and recording of property transfer affidavits, and now the filing and recording of small personal property exemption affidavits. For 2014, the City had approximately 27,900 real parcels (of which 654 are tax-exempt) and 3,000 personal property descriptions (of which 1,594 have no tax, due to the annual filing of the small parcel exemption affidavit). 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

- Work on developing "best practice" policies and procedures of key financial functions.
- Continue to train/cross-train all staff, and maintain/update Standard Operating Procedures in order to better serve internal and external users.
- Improve on the efficiency and effectiveness of the Accounts Payable function by offering vendors the option to receive payment by Purchasing Card and/or ACH/Direct Debits.
- Improve on the efficiency and effectiveness of the Accounts Receivable function by expanding the Finance Department's use of invoicing for non-tax payments due the City, including the hiring of a collections agency for delinquent accounts.
- Continue investigating a less expensive and more functional credit card service provider for City-wide point of collection options.
- 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 to keep updated on new and pending GASB Statements impacting the City and develop a long-term staffing plan to manage the resulting workload.

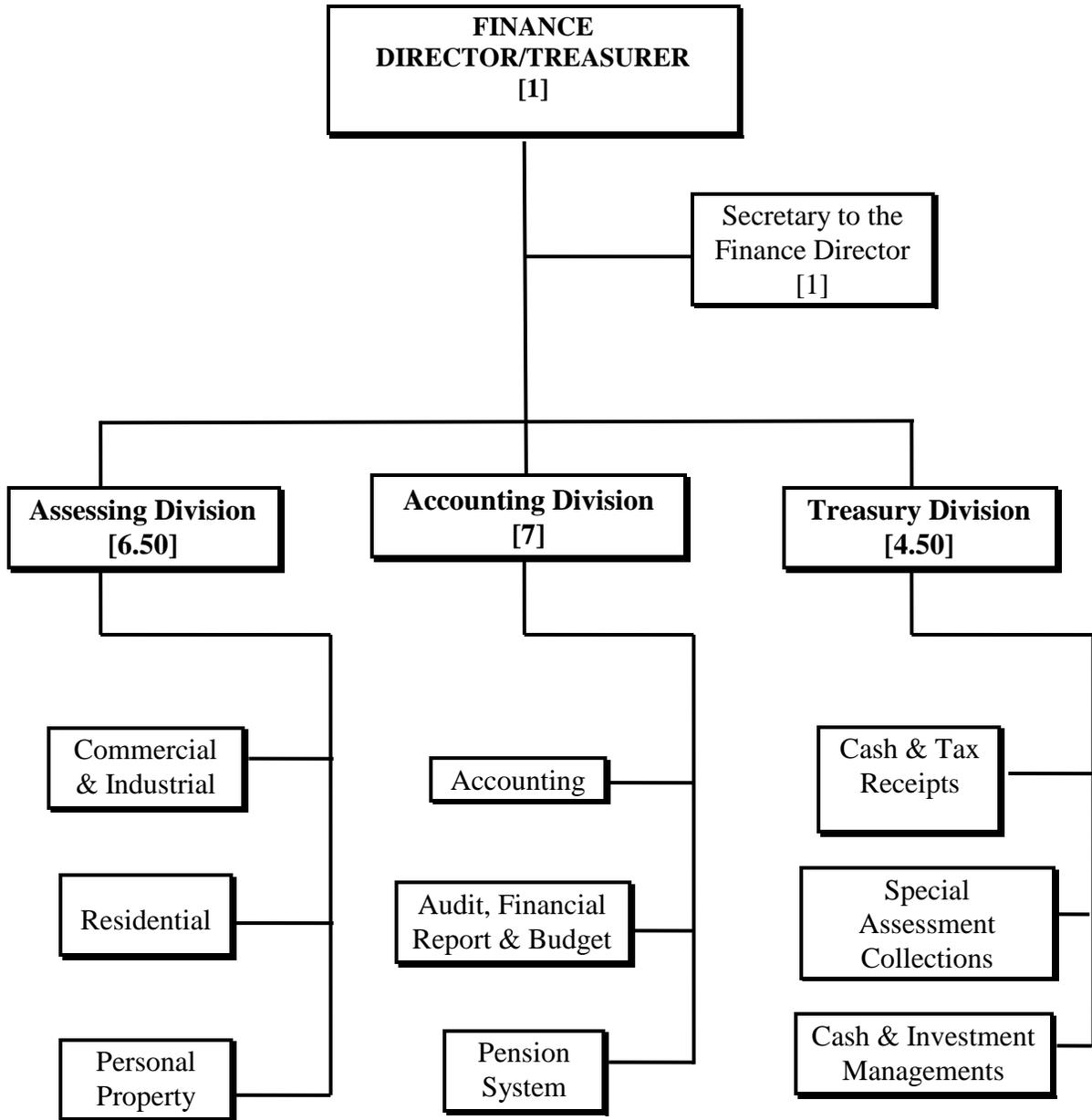
Finance Department

- Work on merging the Local Road Special Assessment Fund into the Local Road Fund, while maintaining a tracking system for the accounting of each separate special assessment district.
- 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 and accounting 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. 68 – Accounting & Financial Reporting for Pensions, as well as looking at alternative ways to fund the System's unfunded liabilities.
- Work on improving the City-wide administration of Federal Grant accounting and compliance.

Finance Department

	Performance Indicators	FY 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Number of Passports processed.	498	700	700
	Pension calculations prepared.	29	21	25
	Net Retirement System & Post-Retirement Healthcare Fund Position Held in Trust	\$216,412,725	\$232,644,000	\$250,092,000
	Amount of Total-City interest income	\$1,329,398	\$1,462,000	\$1,608,000
	City taxes billed/levied	\$37,629,773	\$37,636,145	\$43,000,000
	Ad Valorem Taxable Value	\$3,043,288,010	\$3,054,060,110	\$3,128,358,530
	City - Cash and cash equivalents at June 30 th	\$102,364,277	\$96,427,000	\$98,035,000
	Number of payroll direct deposits	16,449	17,000	17,200
	Number of payroll checks issued.	714	700	700
	Number of accounts payable checks.	5,925	6,560	6,230
	Number of Invoices Paid	12,380	12,980	12,330
	Commercial/Industrial property appraisals	46	50	55
	Residential property appraisals	484	839	900
	Board of Review Appeals	404	400	400
	Preparation of Special Assessment Rolls	11	13	15
	Property splits/combinations processed	17	20	25
	Homestead exemption affidavits processed	2,391	2,499	2,500
	Property Transfer Affidavits	2,518	2,550	2,500
	Efficiency	City's bond rating – Moody's.	Aa1	Aa1
City's bond rating – Standard & Poor's.		AAA	AAA	AAA
Total percent of tax levy collected.		98.12%	98.00%	98.50%
Number of years G.F.O.A. Distinguished Budget Awards received.		28	29	30
Number of years the Financial Reporting Achievement Awards received.		16	17	18
Average Rate of Return on Investments		0.40%	0.49%	0.60%
Retirement System – Funded Ratio		85.00%	86.00%	87.00%
Post-Retirement Healthcare Fund – Funded Ratio		88.00%	89.00%	90.00%
Activity Expenditures as a % of General Fund		3.01%	3.02%	3.15%

FINANCE DEPARTMENT



Total Full Time Equivalent [20]

STAFFING LEVELS

Acct. 702	Title	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 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	3	3	3
	Payroll Coordinator	1	1	1	1
	Accounting Technician	1	1	1	1
	Account Clerk II	1	1	1	1
	Total	6	7	7	7
	Part Time	0.00	0.00	0.00	0.00
	ACCOUNTING TOTAL	6.00	7.00	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 II	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	20.00	20.00	20.00

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$17,579 or 1.1% decrease from the current budget and adopted budget.
- The decrease results primarily from projected budget savings in personnel, and supplies and professional & contractual expenditures.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$135,720 or 8.4% increase from the FY 14-15 year-end projection, and \$118,141 or 7.3% increase from the FY 14-15 budget.
- The budget to budget increase results primarily from increased personnel costs due to (1) a full year’s worth of costs for the new Accountant position, which was budgeted for 6 months in FY 14-15; (2) a leave pay-out for an employee eligible to retire; (3) 2% across-the-board salary/wage increases (4) contractual wage step increases (5) projected health insurance cost increases, and (6) additional funding for contracted appraisers to represent the City on small claims cases.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Finance	\$1,664,477	\$1,500,152	\$1,627,498	\$1,609,919	\$1,745,639

Finance Department

DEPARTMENT NUMBER: 202 - ADMINISTRATION

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES							
010	Administrative Salaries	147,129	159,797	161,427	164,690	169,868	169,868
038	Part-time	8,800	0	0	0	0	0
106	Sick & Vacation	11,832	0	0	0	0	0
112	Overtime	40	26	0	0	0	0
200	Social Security	13,128	12,562	12,808	12,846	13,477	13,477
250	Blue Cross/Optical/Dental	13,712	14,119	13,894	17,250	25,642	25,642
275	Life Insurance	1,039	1,103	1,111	1,268	1,285	1,285
300	Pension - DC	12,545	12,623	12,601	12,900	13,159	13,159
305	Pension - DB	12,852	0	0	0	0	0
308	Post Retirement Healthcare	8,706	0	0	0	0	0
325	Longevity	4,094	1,094	1,559	1,583	1,866	1,866
350	Worker's Compensation	248	368	371	370	380	380
	Allocate 20% of Sec. to Pension Fund	0	(12,008)	(12,518)	(12,769)	(15,602)	(15,602)
	Allocate 5% of All to Water fund	(11,687)	(10,084)	(10,189)	(10,545)	(11,284)	(11,284)
	Allocate 5% of All to Sewer fund	(11,687)	(10,084)	(10,189)	(10,545)	(11,284)	(11,284)
	Category Total	210,751	169,516	170,876	177,047	187,507	187,507
(740) OPERATING SUPPLIES							
002	Books & Subscriptions	468	362	380	390	398	398
008	Supplies	1,844	1,276	1,000	1,100	1,000	1,000
041	Over & Short	(53)	(164)	0	0	0	0
	Category Total	2,259	1,474	1,380	1,490	1,398	1,398
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	892	1,746	2,375	1,853	2,330	2,330
002	Memberships & Licenses	900	860	1,120	1,098	1,950	1,950
004	Consultants	1,005	1,105	1,110	1,510	1,510	1,510
005	Fleet Insurance	840	840	840	840	840	840
013	Education & Training	0	10	200	205	335	335
041	Auto Allowance	3,600	3,600	3,600	3,600	3,600	3,600
042	Mileage Reimbursement	39	94	40	50	50	50
	Category Total	7,276	8,255	9,285	9,156	10,615	10,615
(970) CAPITAL OUTLAY							
001	Office Furniture	0	2,563	0	0	0	0
	Category Total	0	2,563	0	0	0	0
FINANCE - ADMIN. TOTAL		220,286	181,808	181,541	187,693	199,520	199,520

Finance Department

DEPARTMENT NUMBER: 207 - ACCOUNTING

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES							
010	Accounting Salaries	322,232	312,977	350,973	343,000	395,171	395,171
106	Sick & Vacation	7,752	8,180	6,814	12,050	28,853	28,853
112	Overtime	2,873	1,366	3,492	2,657	2,650	2,650
200	Social Security	25,513	24,743	28,384	28,126	33,527	33,527
250	Blue Cross/Optical/Dental	50,076	44,832	79,803	73,760	82,930	82,930
275	Life Insurance	816	786	868	937	1,042	1,042
300	Pension - DC	11,806	13,537	22,371	21,072	25,606	25,606
305	Pension - DB	55,911	0	0	0	0	0
308	Post Retirement Healthcare	37,875	0	0	0	0	0
325	Longevity	8,099	8,568	9,762	9,948	11,588	11,588
350	Worker's Compensation	382	712	791	785	940	940
	Allocate 2.5% of All to Water fund	(13,052)	(10,380)	(12,581)	(11,479)	(14,558)	(14,558)
	Allocate 2.5% of All to Sewer fund	(13,052)	(10,380)	(12,581)	(11,479)	(14,558)	(14,558)
	Allocate 67% of pension accountant to Pension fund	(44,092)	(49,088)	(52,496)	(53,887)	(56,244)	(56,244)
	Category Total	453,139	345,853	425,600	415,490	496,947	496,947
(740) OPERATING SUPPLIES							
002	Books & Subscriptions	365	608	725	700	700	700
008	Supplies	2,335	1,766	2,550	2,505	2,480	2,480
	Category Total	2,700	2,374	3,275	3,205	3,180	3,180
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	2,767	532	1,100	765	1,080	1,080
002	Memberships & Licenses	445	670	620	475	870	870
013	Education & Training	349	349	2,075	1,555	2,065	2,065
021	Audit Services	63,655	63,510	68,000	63,000	63,000	63,000
024	Printing Services	1,257	2,074	1,460	1,220	1,550	1,550
042	Mileage Reimbursement	276	177	500	310	414	414
	Category Total	68,749	67,312	73,755	67,325	68,979	68,979
(970) CAPITAL OUTLAY							
001	Office Furniture	0	0	5,000	5,000	0	0
	Category Total	0	0	5,000	5,000	0	0
FINANCE - ACCOUNTING TOTAL		524,588	415,539	507,630	491,020	569,106	569,106

Finance Department

DEPARTMENT NUMBER: 208 - TREASURY

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES							
010	Treasury Salaries	189,143	190,548	191,747	178,100	189,232	189,232
038	Part-time Salary	13,475	14,946	15,392	16,000	16,045	16,045
106	Sick & Vacation	0	21,905	18,108	4,575	1,301	1,301
112	Overtime	1,096	1,316	1,500	1,400	1,500	1,500
200	Social Security	15,594	17,550	17,804	15,474	16,035	16,035
250	Blue Cross/Optical/Dental	24,271	27,767	31,364	32,508	36,307	36,307
275	Life Insurance	573	555	577	643	649	649
300	Pension - DC	12,796	9,546	4,983	15,393	16,625	16,625
305	Pension - DB	21,793	0	0	0	0	0
308	Post Retirement Healthcare	14,763	0	0	0	0	0
325	Longevity	3,758	6,296	5,979	2,202	1,521	1,521
350	Worker's Compensation	239	523	520	660	471	471
	Category Total	297,501	290,952	287,974	266,955	279,686	279,686
(740) OPERATING SUPPLIES							
002	Books & Subscriptions	44	0	0	0	0	0
008	Supplies	1,251	1,450	1,500	1,347	1,350	1,350
	Category Total	1,295	1,450	1,500	1,347	1,350	1,350
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	1,558	977	1,200	1,055	2,055	2,055
002	Memberships & Licenses	308	308	100	70	70	70
013	Education & Training	55	2,460	700	144	406	406
024	Printing Services	6,142	5,133	8,600	7,833	8,100	8,100
042	Mileage Reimbursement	41	126	100	110	150	150
500	Bank Service Fees	45,229	49,414	50,000	51,000	51,000	51,000
	Category Total	53,333	58,418	60,700	60,212	61,781	61,781
(970) CAPITAL OUTLAY							
002	Office Equipment	0	0	0	1,168	0	0
	Category Total	0	0	0	1,168	0	0
FINANCE - TREASURY TOTAL		352,129	350,820	350,174	329,682	342,817	342,817

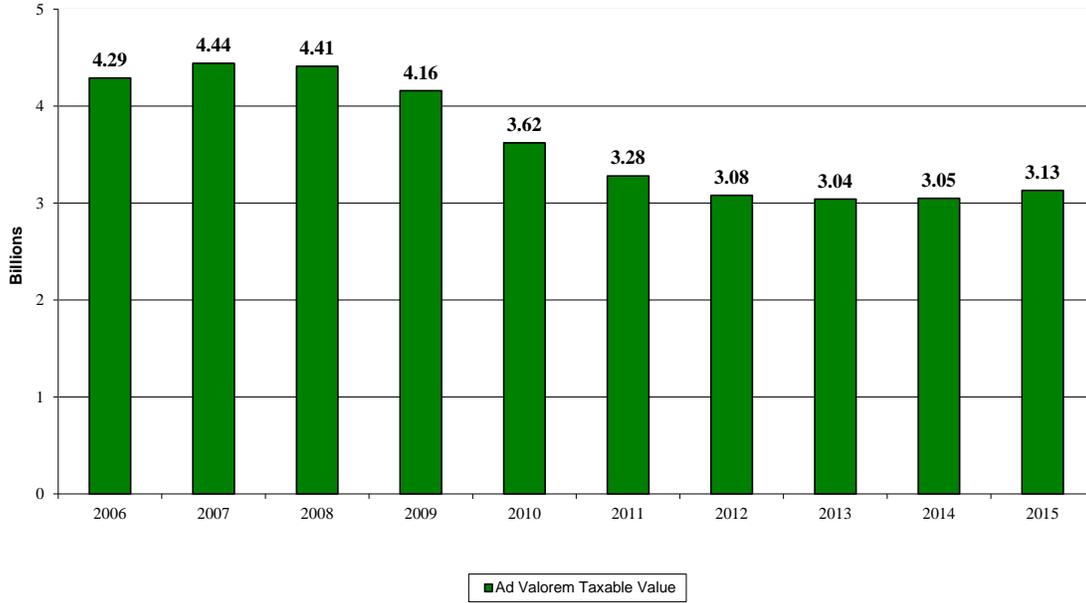
Finance Department

DEPARTMENT NUMBER: 209 - ASSESSING

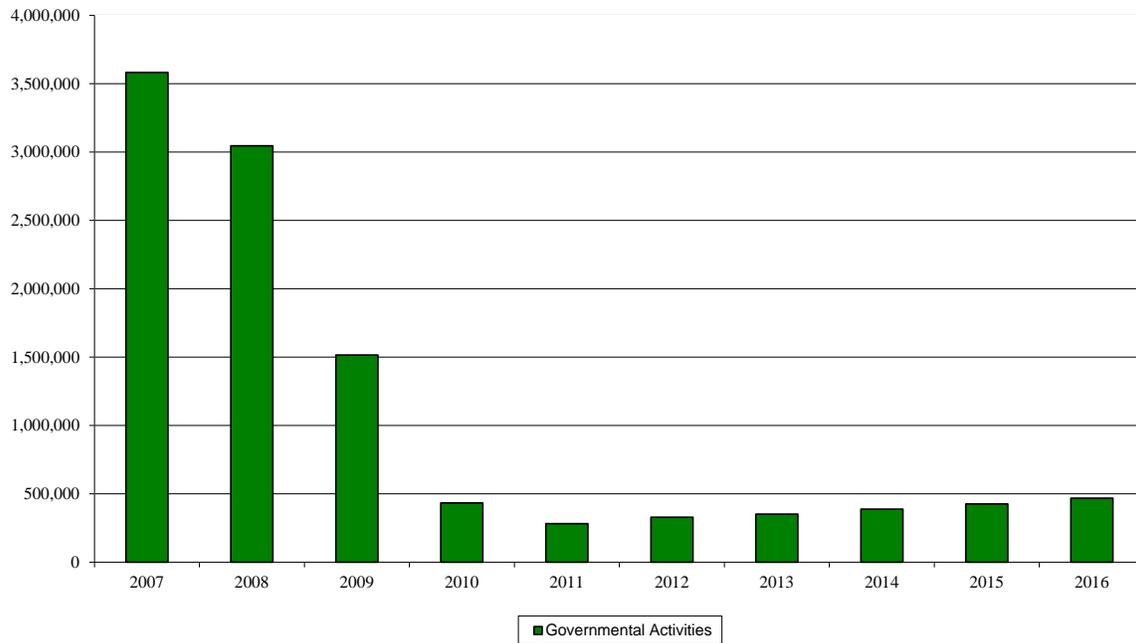
Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702)	SALARIES & WAGES						
010	Administrative & Clerical	343,997	378,345	386,300	394,530	411,045	411,045
038	Part-time	21,928	13,418	16,869	16,869	17,554	17,554
106	Sick & Vacation	6,659	0	1,923	1,962	2,001	2,001
112	Overtime	922	437	1,100	1,100	1,100	1,100
200	Social Security	28,241	29,986	31,886	32,535	34,050	34,050
250	Blue Cross/Optical/Dental	55,068	66,450	82,561	87,100	94,990	94,990
275	Life Insurance	814	875	874	983	983	983
300	Pension - DC	24,730	28,490	29,204	29,549	30,762	30,762
305	Pension - DB	35,161	0	0	0	0	0
308	Post Retirement Healthcare	23,819	0	0	0	0	0
325	Longevity	8,145	8,656	10,616	10,834	13,390	13,390
350	Worker's Compensation	926	1,938	2,127	2,039	2,145	2,145
	Category Total	<u>550,410</u>	<u>528,595</u>	<u>563,460</u>	<u>577,501</u>	<u>608,020</u>	<u>608,020</u>
(740)	OPERATING SUPPLIES						
001	Gas & Oil	656	516	1,138	375	560	560
002	Books & Subscriptions	235	235	7,123	7,123	8,623	8,623
008	Supplies	1,587	967	1,000	1,000	1,000	1,000
	Category Total	<u>2,478</u>	<u>1,718</u>	<u>9,261</u>	<u>8,498</u>	<u>10,183</u>	<u>10,183</u>
(801)	PROFESSIONAL & CONTRACTUAL						
001	Conferences & Workshops	0	1,198	350	242	975	975
002	Memberships & Licenses	1,988	1,650	1,725	1,725	2,365	2,365
005	Fleet Insurance	1,098	1,530	1,533	1,533	528	528
006	Vehicle Maintenance	1,479	778	300	500	500	500
009	Consultants	3,800	9,000	3,550	3,550	2,650	2,650
013	Education & Training	2,521	2,596	3,975	3,975	4,975	4,975
024	Printing Services	3,700	4,920	4,000	4,000	4,000	4,000
	Category Total	<u>14,586</u>	<u>21,672</u>	<u>15,433</u>	<u>15,525</u>	<u>15,993</u>	<u>15,993</u>
FINANCE - ASSESSING TOTAL		<u>567,474</u>	<u>551,985</u>	<u>588,154</u>	<u>601,524</u>	<u>634,196</u>	<u>634,196</u>
TOTAL FINANCE DEPARTMENT		<u>1,664,477</u>	<u>1,500,152</u>	<u>1,627,498</u>	<u>1,609,919</u>	<u>1,745,639</u>	<u>1,745,639</u>

KEY DEPARTMENTAL TRENDS

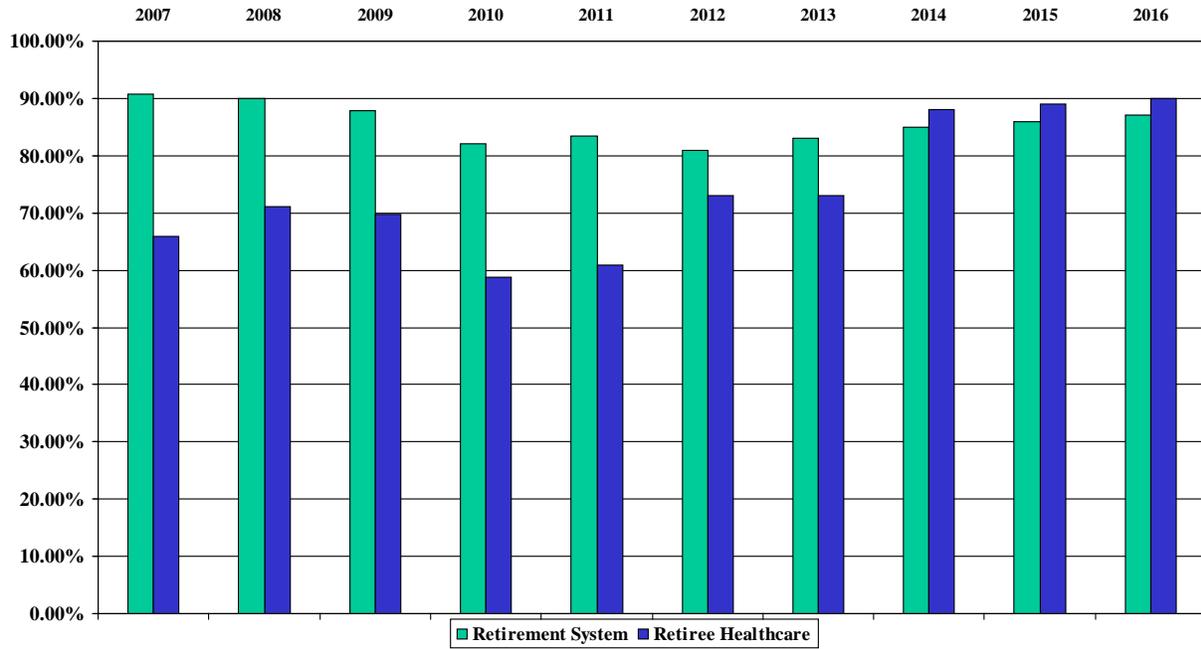
City of Farmington Hills
Taxable Value History/Projection
2006 - 2015



City of Farmington Hills
Government-wide Investment Earning 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 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$24,225 or 4% decrease from the current budget (which was increased by \$11,225 from the adopted budget due to the carry forward of an encumbrance from FY 13-14 for prosecutions).
- The decrease results primarily from projected less legal fees in the areas of prosecutions, court defense and tax tribunals.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$22,975 or 3.9% increase from the FY 14-15 year-end projection and a \$9,975 or 1.7% increase from the FY 14-15 adopted budget.
- The budget to budget increase results primarily from increased legal fees in the areas of the retainer and prosecutions.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
City Attorney	\$556,558	\$565,676	\$608,725	\$584,500	\$607,475

DEPARTMENT NUMBER: 210

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(801) PROFESSIONAL & CONTRACTUAL							
008	Legal Retainer	170,330	187,500	187,500	187,500	191,250	191,250
009	Prosecution	284,592	275,253	291,225	285,000	291,225	291,225
010	Court Defense	36,190	46,343	50,000	47,000	50,000	50,000
011	Labor Relations	18,533	12,970	25,000	25,000	20,000	20,000
012	MTT Professional Service	46,913	43,610	55,000	40,000	55,000	55,000
DEPARTMENT TOTAL		556,558	565,676	608,725	584,500	607,475	607,475

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 federal, 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 2015/16 budget two elections will be conducted – the November City General Election scheduled for November 3, 2015 and Presidential Primary Election scheduled for March 8, 2016.

GOALS

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

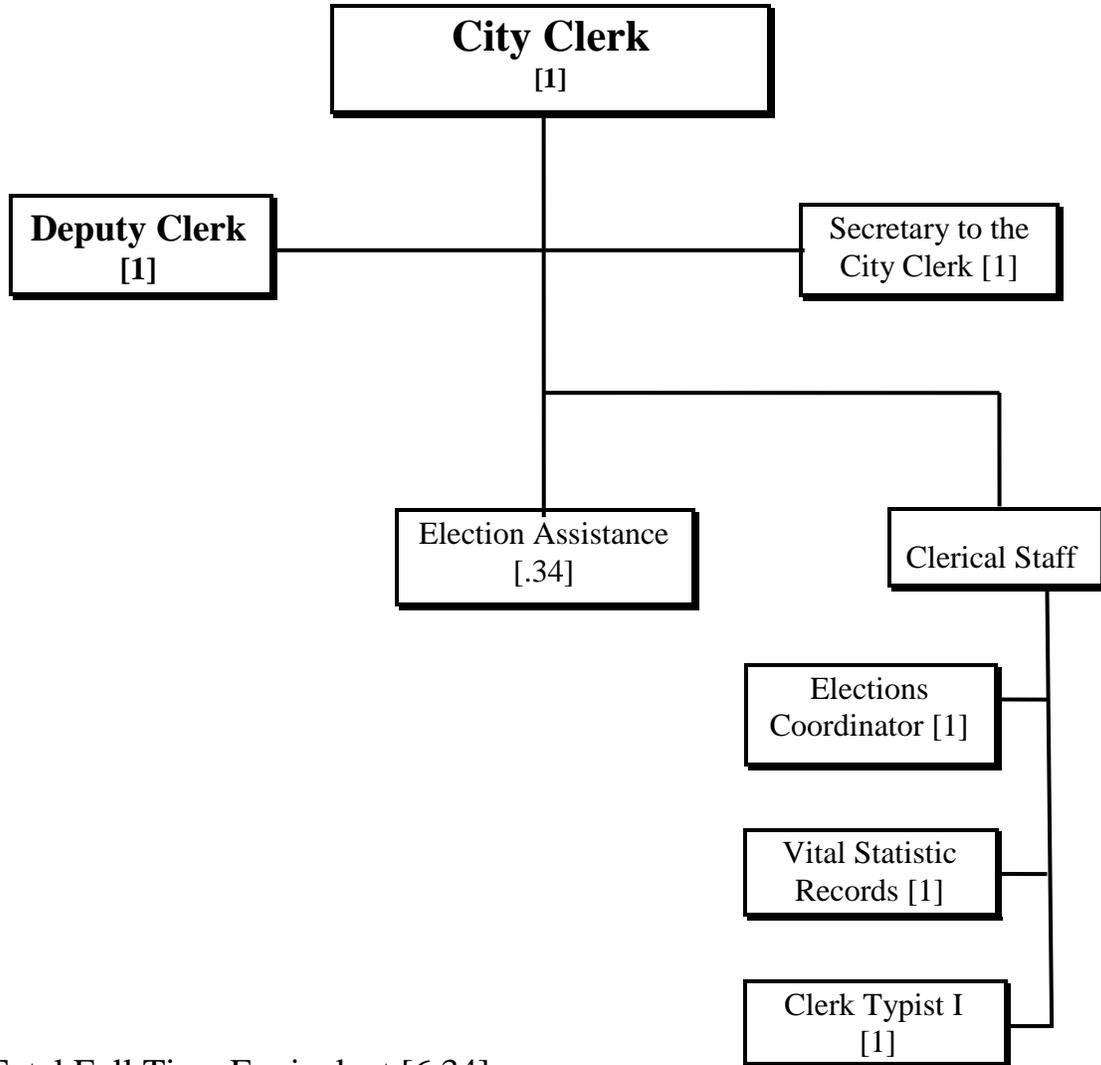
- Review and update ordinances pertinent to the City Clerk's Office. (2)
- Automate scheduling of Election Workers and related Training Classes. (2,8)
- Overall review and update of ordinances with Departments. (2,8,9)
- Work with City of Farmington on combined training efforts for Elections when possible. (2,8)
- Implementation of the E-recording services offered by Oakland County to record city documents. (2)
- 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)
- Update and streamline the City's FOIA Policy and Procedures to meet new laws and continue to provide easy access to public documents to customers. (1,9,11)

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 November City General Election to be held November 3, 2015 and the Presidential Primary Election to be held March 8, 2016 in a thorough and efficient manner.

	Performance Indicators	FY 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Levels	Birth Records Processed	803	835	N/A
	Death Records Processed	1,121	1,165	N/A
	Freedom of Information Act (FOIA) Requests Processed	76	80	80
	Ordinances Enacted	9	9	9
	Sets of City Council Minutes(includes study sessions, special meetings) prepared	41	43	43
	Sets of Planning Commission Minutes prepared	19	22	22
	Sets of Zoning Board of Appeals Minutes prepared	11	12	12
	Agendas & Minutes posted and filed for other various board/commission and committees	292	290	290
	Voter Registration Records Processed	5,064	5,215	5,424
	Absentee Ballots Issued	14,460	26,636	15,200
	Council Agendas/Packets Prepared	21	22	22
	No. of Elections Conducted *Special State-Wide Election called for May, 2015	2	3*	2
	No. of Public Notices Published	116	120	120
	No. of Documents Recorded	67	80	80
	No. of Liquor License Requests approved by City Council (New, transfers, One-Day, etc)	9	8	7
	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.	114*	120	120
Efficiency	Activity Expenditures as a % of General Fund	1.17%	1.26%	1.14%

CITY CLERK



Total Full Time Equivalent [6.34]

STAFFING LEVELS

Acct. No.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 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	0.65	0.31	0.34	0.34
	Total	0.65	0.31	0.34	0.34
Department Total		6.65	6.31	6.34	6.34

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$37,742 or 6.0% increase from the current budget and adopted budget.
- The increase results from increased personnel costs due to the retirement of the Deputy City Clerk and personnel costs for the May, 2015 Special State Wide Election. The City will be reimbursed by the State for costs related to the May, 2015 Election.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$39,759 or 5.9% decrease from the FY 14-15 year-end projection and \$2,017 or 0.3% decrease from the FY 14-15 budget.
- The budget to budget decrease results primarily from decreased personnel costs for newly hired staff as well as less costs for Election Workers, Part-Time and Overtime, based on one less election; partially offset by the replenishment of election supplies.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
City Clerk	\$716,981	\$581,886	\$633,591	\$671,333	\$631,574

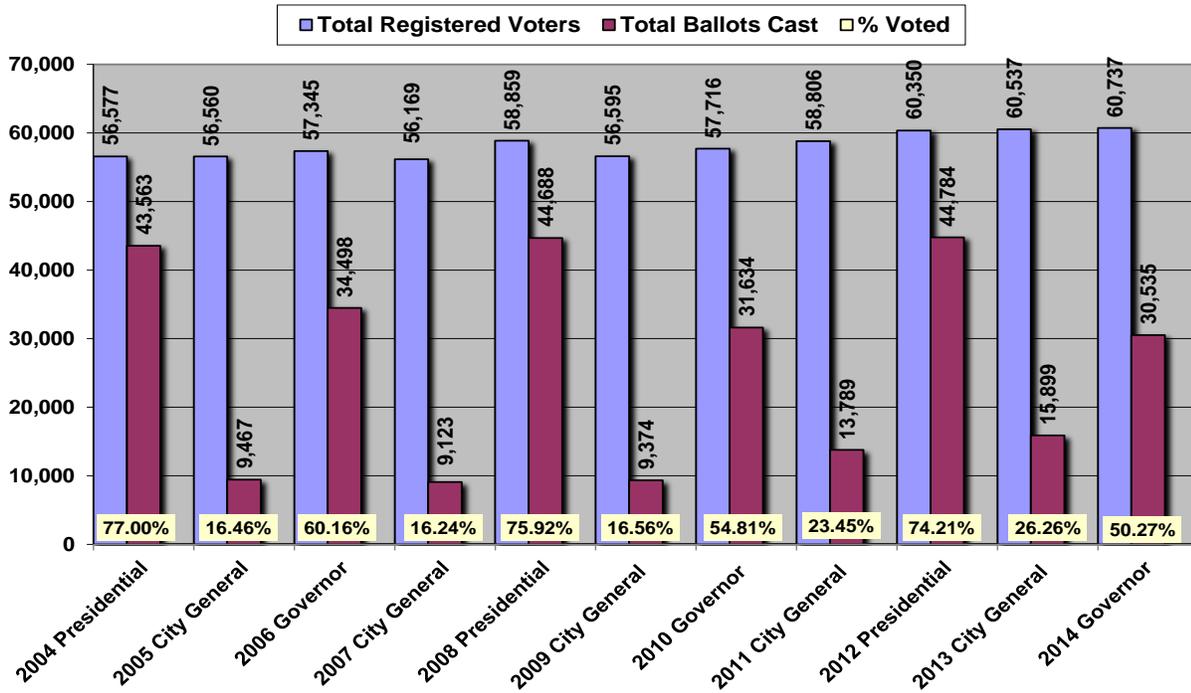
City Clerk

DEPARTMENT NUMBER: 215

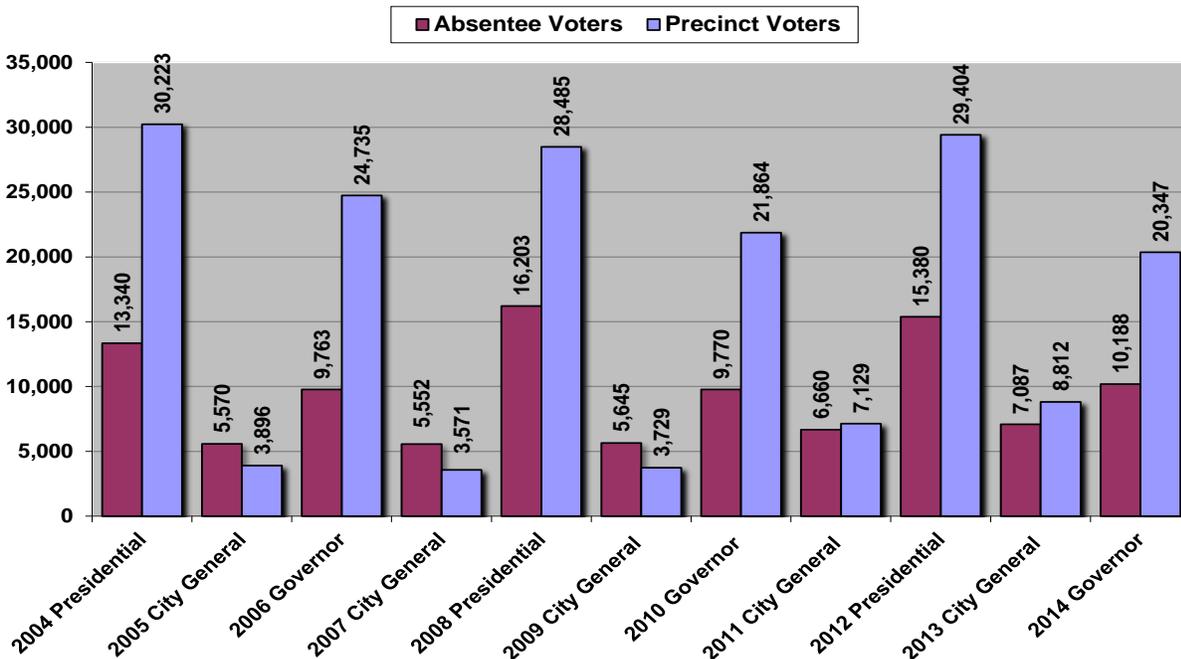
Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES						
010 Administrative & Clerical	322,852	323,784	325,274	321,817	327,650	327,650
038 Part-time	18,279	5,487	8,372	9,678	9,100	9,100
039 Election Workers	81,627	51,401	79,730	107,911	59,870	59,870
106 Sick & Vacation	2,240	0	2,088	9,653	2,016	2,016
112 Overtime	10,722	6,377	9,151	13,232	8,535	8,535
200 Social Security	27,688	26,530	27,534	28,112	27,815	27,815
250 Blue Cross/Optical/Dental	56,982	57,562	66,058	67,984	73,265	73,265
275 Life Insurance	1,492	1,597	1,601	1,785	1,785	1,785
300 Pension - DC	18,633	23,136	24,204	23,520	23,749	23,749
305 Pension - DB	56,224	0	0	0	0	0
308 Post Retirement Healthcare - DB	38,087	0	0	0	0	0
325 Longevity	11,620	11,288	10,578	10,788	11,879	11,879
350 Worker's Compensation	416	765	776	798	775	775
Category Total	<u>646,862</u>	<u>507,927</u>	<u>555,366</u>	<u>595,278</u>	<u>546,439</u>	<u>546,439</u>
(740) OPERATING SUPPLIES						
001 Gas & Oil	433	449	525	425	560	560
008 Supplies	4,849	3,274	4,200	4,200	3,900	3,900
012 Election Supplies	14,493	24,915	12,400	12,400	24,475	24,475
Category Total	<u>19,775</u>	<u>28,637</u>	<u>17,125</u>	<u>17,025</u>	<u>28,935</u>	<u>28,935</u>
(801) PROFESSIONAL & CONTRACTUAL						
001 Conferences & Workshops	872	1,289	3,100	3,100	4,250	4,250
002 Memberships & Licenses	420	420	570	570	440	440
004 Consultants	6,529	6,731	7,500	7,500	7,500	7,500
005 Fleet Insurance	840	840	840	840	840	840
007 Office Equip. Maintenance	6,499	7,018	13,120	13,720	9,820	9,820
012 Codification	4,977	4,551	6,500	6,500	6,500	6,500
013 Education & Training	248	1,203	1,700	1,200	550	550
014 Legal Notices	13,959	12,886	14,000	14,000	14,000	14,000
015 Election Site Rentals	2,670	2,180	4,670	4,000	3,000	3,000
024 Printing Services	8,943	4,642	4,000	2,500	3,700	3,700
041 Vehicle Allowance	3,600	3,600	3,600	3,600	3,600	3,600
078 Recording Fees	787	(38)	1,500	1,500	2,000	2,000
Category Total	<u>50,344</u>	<u>45,322</u>	<u>61,100</u>	<u>59,030</u>	<u>56,200</u>	<u>56,200</u>
DEPARTMENT TOTAL	<u>716,981</u>	<u>581,886</u>	<u>633,591</u>	<u>671,333</u>	<u>631,574</u>	<u>631,574</u>

KEY DEPARTMENTAL TRENDS

Total Votes Cast



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)

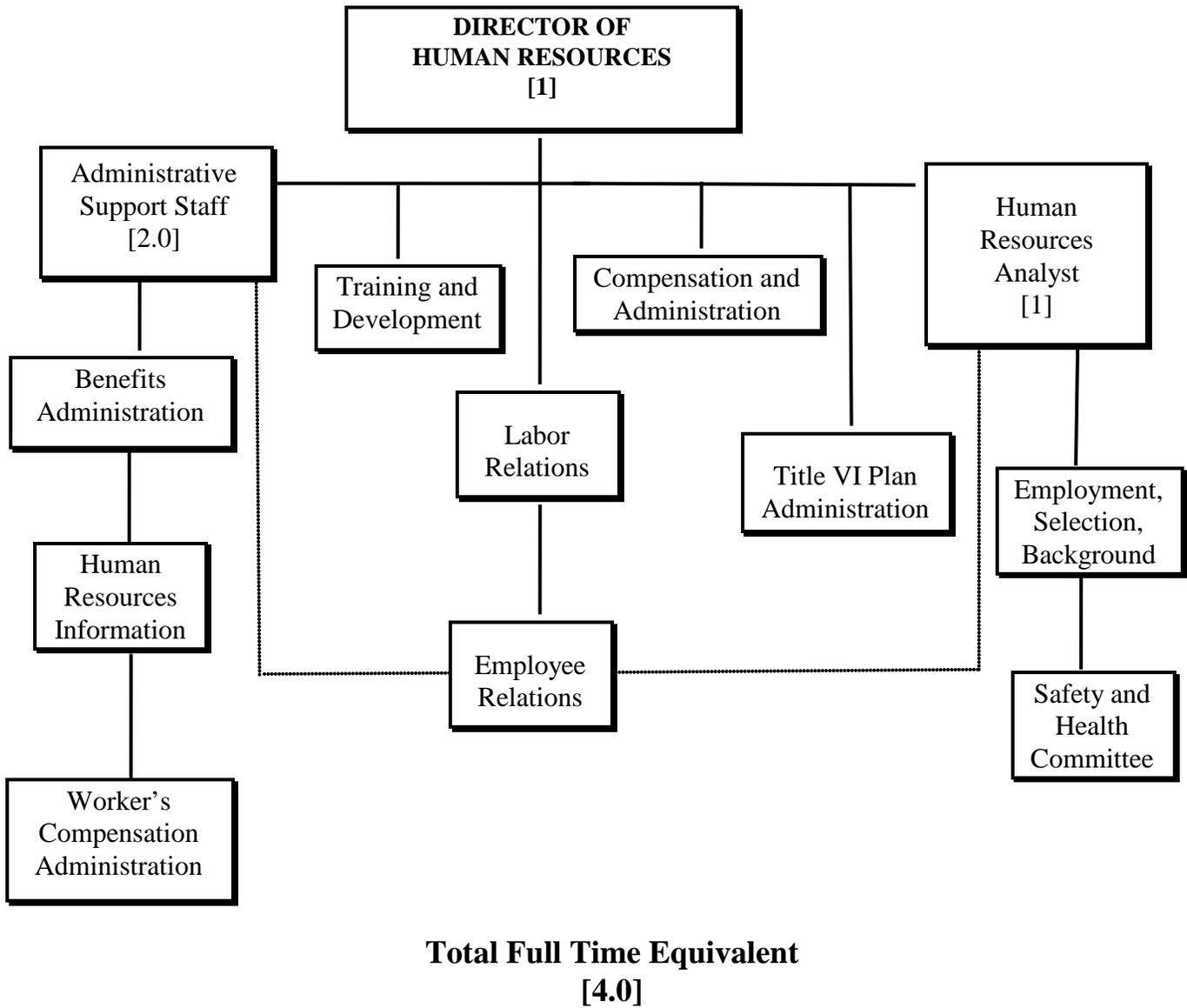
Human Resources

- 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, polices programs and procedures. (2, 8)
- To actively manage the benefit plans and discover cost savings opportunities. (2)

PERFORMANCE OBJECTIVES

	Performance Indicators	FY 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Full-time new hires	17	17	20
	Part-time/seasonal new hires	198	135	140
	Full-time terminations/Retirements	18	14	15
	Part-time/seasonal terminations	144	153	158
	Health Insurance Administration (including FT, COBRA and retirees)	449	398	420
	Applications received	1,266	1,450	1,500
	Payroll changes processed	575	580	582
	Occupational injuries or illnesses	54	32	30
	Drivers license checks processed	306	225	230
	Criminal checks processed	322	245	280
	Benefit changes processed	700	580	582
	Employee consultations	3,500	3,600	3,800
	Participation in Fit for Life Program	36%	38%	38%
Efficiency	Number of years awarded MML Lowest Modification Factor for Workers Compensation	20	21	22
	Average # work days to complete internal recruitment	22	30	30
	Average # work days to complete external recruitment	69	62	60
	% Labor grievances resolved before arbitration	100%	75%	100%
	Full-time employee turnover rate (excluding retirements)	1.7%	1.5%	1.2%
	% Minorities in Work Force	13.7%	14%	14.0%
	Activity Expenditures as a % of General Fund	0.82%	0.70%	0.68%

HUMAN RESOURCES



STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 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
		4	4	4	4
(038) Part Time (FTE)					
		0	0	0	0
	DEPARTMENT TOTAL	4	4	4	4

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$773 or 0.2% increase from the current budget and \$4,973 or 1.3% increase from the adopted budget.
- The increase from the current budget results primarily from more education and training expenditures; partially offset by less personnel costs.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$32 decrease from the FY 14-15 year-end projection and \$741 or 0.2% increase from the FY 14-15 current budget
- The budget to budget increase results primarily from the net of higher personnel and supply costs, partially offset by less professional and contractual costs.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Human Resources	\$419,181	\$410,781	\$374,350	\$375,123	\$375,091

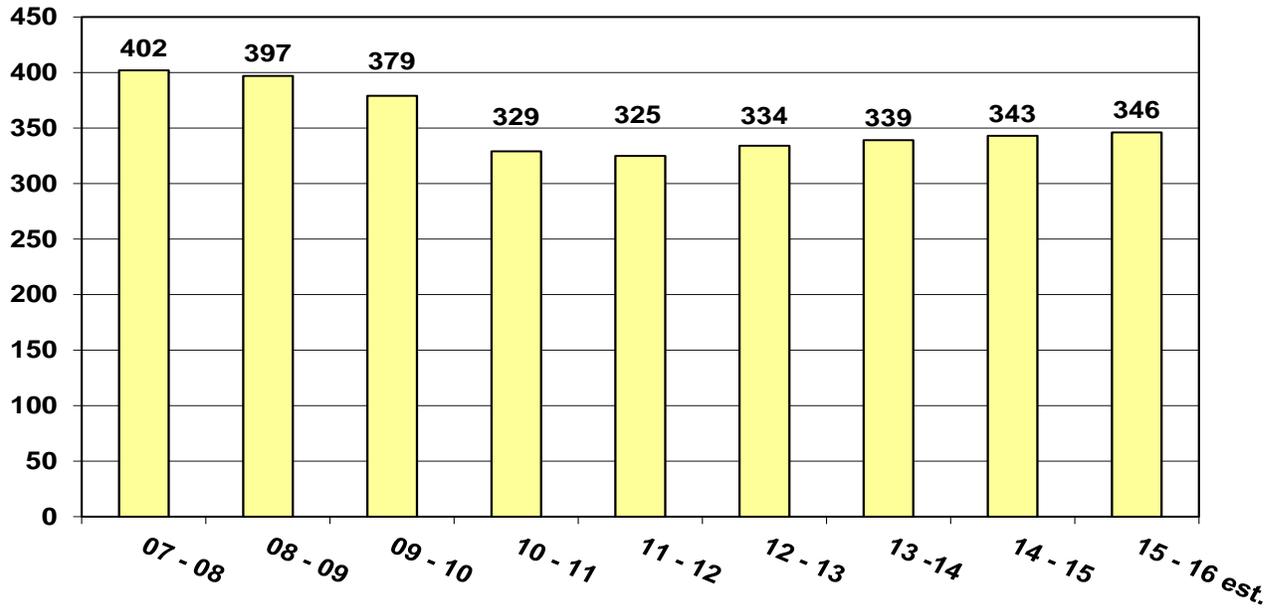
Human Resources

DEPARTMENT NUMBER: 226

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES							
010	Administrative Salaries	248,716	255,698	247,189	224,345	244,883	244,883
038	Part-time	0	73	3,000	33,450	3,000	3,000
106	Sick & Vacation	790	35,732	3,600	5,343	3,895	3,895
112	Overtime	45	907	0	600	0	0
200	Social Security	19,186	22,589	20,209	20,233	19,715	19,715
250	Blue Cross/Optical/Dental	43,382	47,496	47,497	37,030	49,684	49,684
275	Life Insurance	1,157	1,541	1,500	1,476	1,546	1,546
300	Pension - DC	15,975	16,219	16,298	21,171	23,967	23,967
305	Pension - DB	38,294	0	0	0	0	0
308	Post Retirement Healthcare	25,940	0	0	0	0	0
325	Longevity	6,950	10,411	5,935	558	1,493	1,493
350	Worker's Compensation	293	663	576	590	562	562
	Category Total	<u>400,728</u>	<u>391,329</u>	<u>345,804</u>	<u>344,796</u>	<u>348,745</u>	<u>348,745</u>
(740) OPERATING SUPPLIES							
001	Gas & Oil	1,008	1,552	1,663	2,000	2,240	2,240
002	Books & Subscriptions	0	42	0	0	0	0
003	Personnel Testing	247	507	747	747	747	747
004	Personnel Advertising	3,466	4,944	4,357	4,200	4,200	4,200
008	Supplies	1,035	942	800	900	800	800
	Category Total	<u>5,756</u>	<u>7,987</u>	<u>7,567</u>	<u>7,847</u>	<u>7,987</u>	<u>7,987</u>
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	800	1,248	1,100	1,100	1,100	1,100
002	Memberships & Licenses	814	779	815	815	815	815
004	Consultants/CDL	2,187	624	2,200	2,200	2,244	2,244
005	Fleet Insurance	840	840	840	840	840	840
013	Education & Training	0	1,034	9,200	11,025	6,500	6,500
024	Printing Services	0	0	0	100	0	0
025	Safety & Health Committee	992	1,600	1,924	1,500	1,960	1,960
026	Physical Exams	3,464	1,740	1,300	1,300	1,300	1,300
041	Auto Allowance	3,600	3,600	3,600	3,600	3,600	3,600
	Category Total	<u>12,697</u>	<u>11,464</u>	<u>20,979</u>	<u>22,480</u>	<u>18,359</u>	<u>18,359</u>
DEPARTMENT TOTAL		<u>419,181</u>	<u>410,781</u>	<u>374,350</u>	<u>375,123</u>	<u>375,091</u>	<u>375,091</u>

KEY DEPARTMENTAL TREND

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 added responsibilities. (1,8)
- Review consolidation opportunities.(2,10)
- Manage additional responsibilities (Farmington IT). (2)

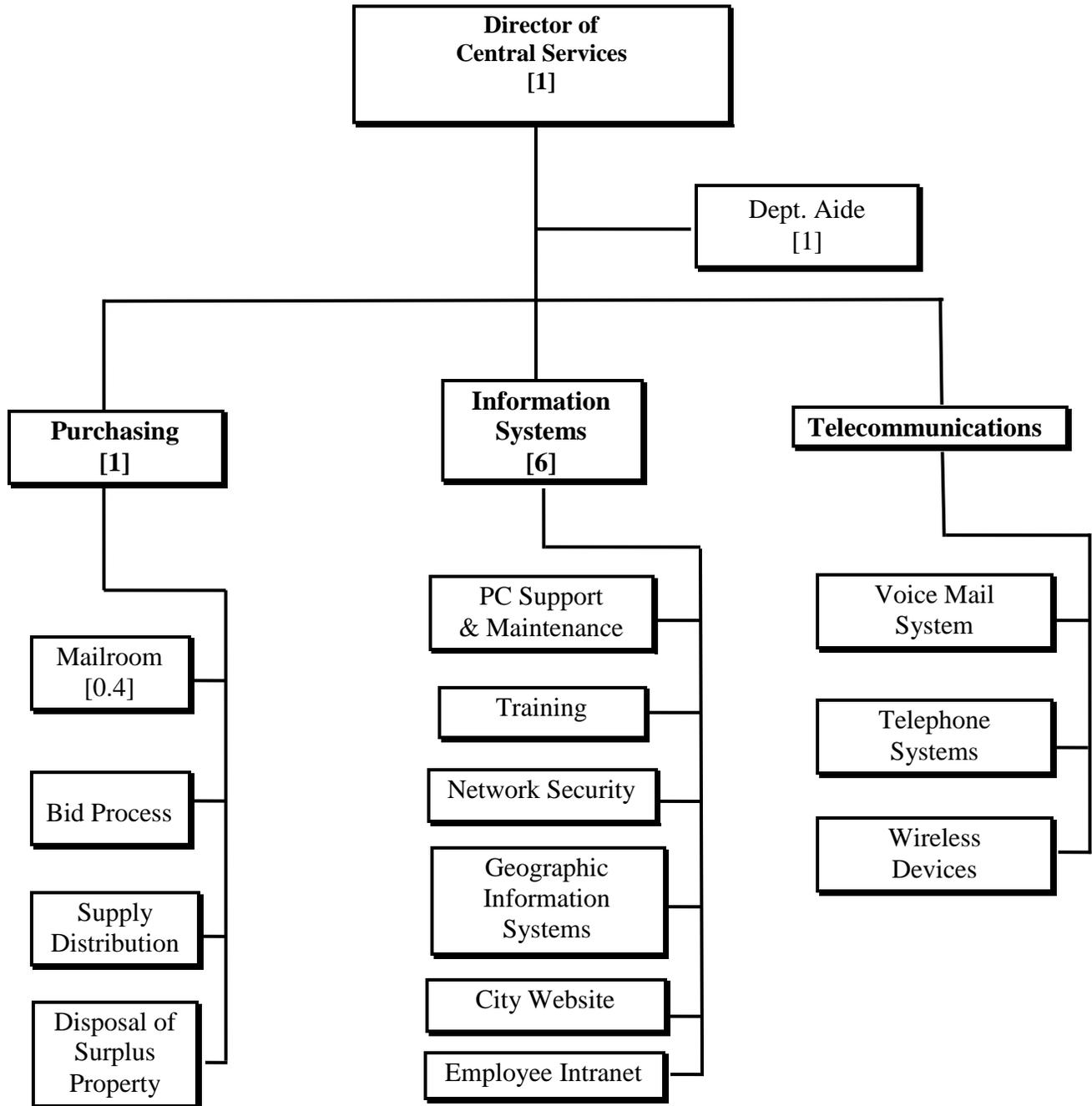
PERFORMANCE OBJECTIVES

- 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 and promote 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 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Software Systems Supported	201	202	205
	Software Training Classes Provided	18	0	0
	Computer Hardware Supported (PC's)	450	455	460
	Helpdesk/support incidents	1,400	1,600	1,850
	Multi-Function Network Printers	61	63	65
	Network & Local Printers	79	75	74
	Portable PC's Supported	56	60	68
	Virtual Servers Maintained	36	38	40
	Smart phone devices	55	90	100
	Smart phone Users	91	102	102
	Ratio of FTE's to PC's	.86 : 1	.86 : 1	.86 : 1
	Sealed Bids/RFP's Issued	51	55	55
	MITN e-Procurement members	110	130	140
	City Manager Reports	62	70	70
	Purchase Orders Issued	651	665	680
	Total Amount Purchased	\$11,180,000	\$11,300,500	\$11,500,000
	Purchasing Net Aggregate Savings	\$642,000	\$645,000	\$665,000
	Total Dollars purchased with p-card	\$1,254,455	\$1,568,068	\$1,960,085
	Total number of p-card transactions	5,504	6,880	8,600
	Total sold through MITN auction	\$98,070	\$101,012	\$104,042
Number of items sold through MITN auction	114	118	121	
Outbound U.S. Mail Processed	84,453	86,425	83,000	
Efficiency	Average Amount of Purchase Order	\$17,174	\$16,993	\$16,912
	Savings per \$1 expended	\$.057	\$.057	\$.058
	Average p-card transaction	\$227.92	\$227.92	\$227.92
	Activity Expenditures as % of General Fund	2.02%	2.13%	2.17%

CENTRAL SERVICES

Total Full Time Equivalent [9.40]



STAFFING LEVELS

Acct. 250	Title	Authorized Positions		Requested Positions	Authorized Positions
		FY 2013/14 Budget	FY 2014/15 Budget	FY 2015/16 Budget	FY 2015/16 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	4	4	4
	Information Systems Analyst I	1	0	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 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$19,024 or 1.7% decrease from the current budget.
- The decrease results primarily from less than budgeted training for Eden Financial Systems (Consultants/Website Development account).

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$65,688 or 5.8% increase from the FY 14-15 year-end projection and \$46,664 or 4% increase from the FY 14-15 current budget.
- The budget to budget increase results primarily from increased personnel costs and professional contractual expenditures, partially offset by less operating supplies.

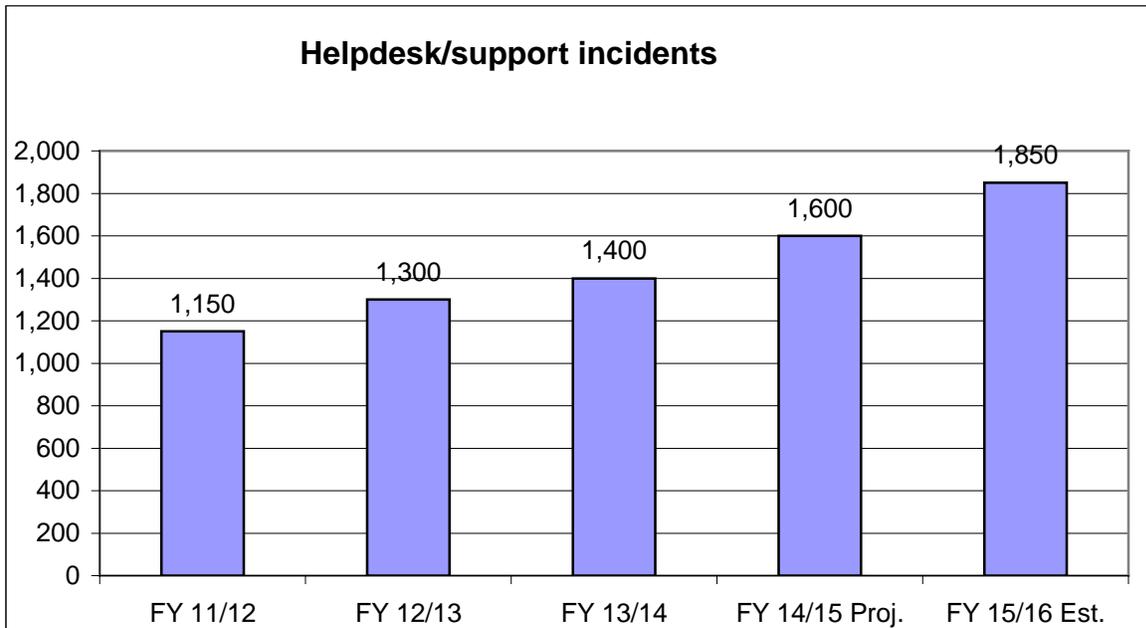
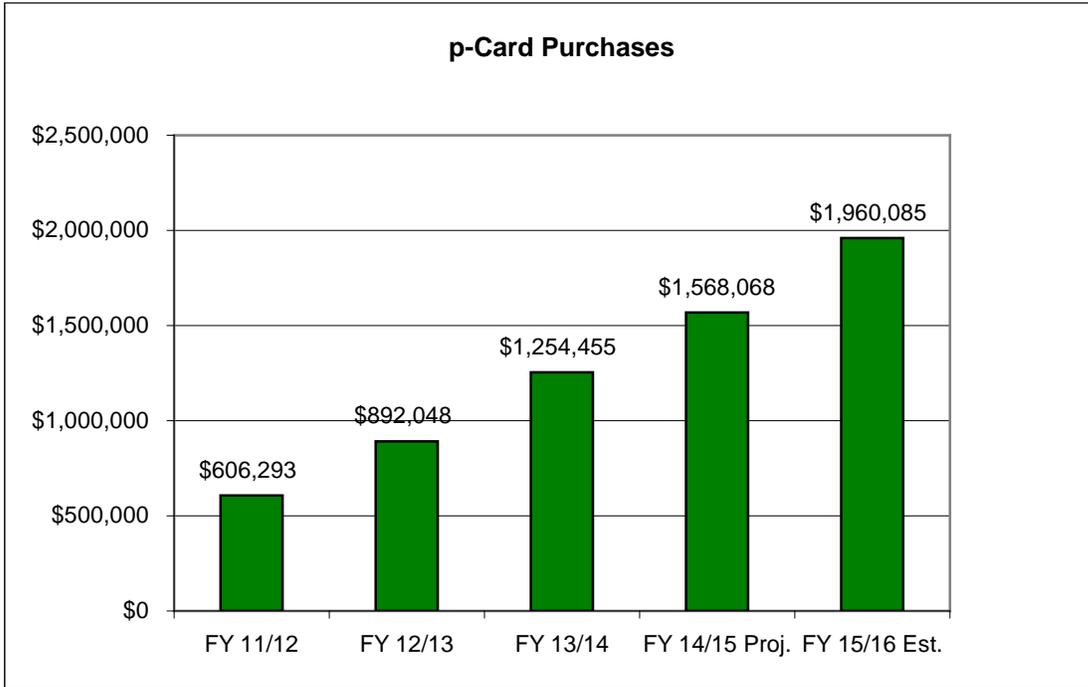
	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Central Services	\$1,351,434	\$1,005,827	\$1,154,944	\$1,135,920	\$1,201,608

Central Services

DEPARTMENT NUMBER: 250

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES							
010	Administrative Salaries	635,443	638,184	639,165	651,350	668,765	668,765
038	Part-time	8,931	8,894	9,150	8,962	9,300	9,300
106	Sick & Vacation	8,050	11,046	10,080	12,400	16,133	16,133
112	Overtime	0	461	12,500	12,000	15,000	15,000
200	Social Security	49,737	50,341	53,490	53,238	56,543	56,543
250	Blue Cross/Optical/Dental	82,917	81,939	98,544	95,750	98,967	98,967
275	Life Insurance	3,135	3,135	3,147	3,280	3,614	3,614
305	Pension - DB	152,724	0	0	0	0	0
308	Post Retirement Healthcare	103,457	0	0	0	0	0
325	Longevity	26,242	27,443	29,508	30,087	33,817	33,817
350	Worker's Compensation	768	1,478	1,510	1,541	1,600	1,600
	Category Total	1,071,404	822,920	857,094	868,608	903,738	903,738
(740) OPERATING SUPPLIES							
001	Gas & Oil	3,021	3,014	3,500	2,750	3,080	3,080
002	Books & Subscriptions	59	104	60	60	60	60
008	Supplies	1,513	1,462	1,350	1,500	1,500	1,500
	Category Total	4,593	4,580	4,910	4,310	4,640	4,640
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	902	1,131	2,875	2,600	3,500	3,500
002	Memberships & Licenses	248,693	153,752	187,385	180,000	230,290	230,290
004	Consultants/Website Dev.	20,554	19,005	94,900	75,000	47,500	47,500
005	Fleet Insurance	840	840	840	840	840	840
007	Office Equip. Maintenance	0	0	300	850	1,150	1,150
013	Education & Training	500	0	3,000	0	6,000	6,000
024	Printing Services	348	0	40	112	350	350
041	Auto Allowance	3,600	3,600	3,600	3,600	3,600	3,600
	Category Total	275,437	178,327	292,940	263,002	293,230	293,230
DEPARTMENT TOTAL		1,351,434	1,005,827	1,154,944	1,135,920	1,201,608	1,201,608

KEY DEPARTMENTAL TRENDS



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 3.6% of the General Fund’s requested budget, are partially supported by a \$53,000 Reimbursement for Overhead Street Lighting from various affected subdivisions and properties.

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$417,150 or 18 % decrease from the current budget.
- The decrease results primarily from the personnel adjustment being spread over the various operating departments, less operating supplies, less liability & property insurance contributions, and less tax tribunal refunds.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$82,572 or 4.3% increase from the FY 14-15 year-end projection and \$334,578 or 14.4% decrease from the FY 14-15 budget.
- The budget to budget decrease results primarily from no personnel adjustment and less anticipated insurance and tax tribunal expenditures in FY 15/16.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Support Services	\$1,245,184	\$1,415,501	\$2,317,885	\$1,900,735	\$1,983,307

Support Services

DEPARTMENT NUMBER: 290

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES						
999 Personnel Adjustment	0	0	115,000	0	0	0
Category Total	0	0	115,000	0	0	0
(740) OPERATING SUPPLIES						
001 Gas & Oil Pool Cars	8,656	7,575	9,625	7,500	8,400	8,400
008 Miscellaneous Expense	22,807	12,641	22,500	14,000	22,500	22,500
014 Copier Supplies	4,734	3,746	5,400	4,000	5,400	5,400
034 Publications for Resale	320	651	900	6,000	900	900
046 City-Wide Beautification	10,326	5,782	25,300	7,500	25,300	25,300
Category Total	46,843	30,395	63,725	39,000	62,500	62,500
(801) PROFESSIONAL & CONTRACTUAL						
002 Membership & Licenses	270	0	0	0	0	0
003 Public Relations	24,684	63,374	27,000	25,000	27,000	27,000
004 Consultants	10,289	10,570	30,000	12,000	30,000	30,000
005 Fleet Insurance	3,660	5,100	5,110	5,110	5,280	5,280
006 Vehicle Maintenance	4,072	5,249	6,650	5,400	4,600	4,600
007 Office Equip. Maintenance	9,461	957	9,500	3,000	9,500	9,500
015 Copier Rental	57,857	38,048	45,000	43,000	45,000	45,000
016 Phone Expense	216,263	186,614	177,400	175,000	175,000	175,000
018 Postage & Machine Rental	60,589	94,386	102,000	111,514	115,000	115,000
019 Gen. Liability & Contents	904,960	633,347	976,000	770,000	809,000	809,000
020 Liability Claims Settlement	0	815	0	0	0	0
050 Overhead Lighting Utilities	178,377	172,498	180,000	180,000	180,000	180,000
082 Unemployment Compensation	54,216	50,127	66,000	52,000	57,000	57,000
083 Disability Funding	2,084	9,423	7,500	7,500	6,400	6,400
084 Pest Abatement	12,299	13,138	3,000	12,576	13,000	13,000
085 Cobra Insurance	3,261	2,813	3,000	3,000	3,000	3,000
086 Health IBNR	(412,196)	(2,794)	50,000	50,000	50,000	50,000
087 Wellness Program	10,239	7,328	12,000	6,500	12,000	12,000
089 State Hlth. Insurance Claims Tax	54,900	62,673	50,000	110,000	110,000	110,000
090 Fed. ACA Transitional Insurance Program	0	0	0	30,135	6,027	6,027
998 Disaster Emergency Fund	0	326	3,000	0	3,000	3,000
999 Tax Tribunal Refunds	0	0	386,000	260,000	260,000	260,000
Category Total	1,195,285	1,353,993	2,139,160	1,861,735	1,920,807	1,920,807
(970) CAPITAL OUTLAY						
015 Vehicles	0	31,113	0	0	0	0
055 Land Acquisition	3,056	0	0	0	0	0
Category Total	3,056	31,113	0	0	0	0
DEPARTMENT TOTAL	1,245,184	1,415,501	2,317,885	1,900,735	1,983,307	1,983,307

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.

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- No change.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$684,220 or 23% decrease from the FY 14-15 budget.
- The budget to budget decrease results from less actuarial calculated contributions to both the Retirement System and Retiree Healthcare Plan in FY 2015/16, compared to FY 2014/15.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Post- Employment Benefits	\$0	\$4,500,851	\$3,032,015	\$3,032,015	\$2,347,795

Post-employment Benefits comprise 4.2% of the General Fund's proposed budget.

DEPARTMENT NUMBER: 298

Acct.	2012/13	2013/14	2014/15	2014/15	2015/16	2015/16
No. Category and Line Item	Actual	Actual	Budgeted	Estimated	Proposed	Adopted
(702) SALARIES & WAGES						
305 General Group DB Pension	0	2,020,573	1,938,491	1,938,491	1,756,865	1,756,865
308 General Group DB Retiree Healthcare	0	2,480,278	1,093,524	1,093,524	590,930	590,930
DEPARTMENT TOTAL	0	4,500,851	3,032,015	3,032,015	2,347,795	2,347,795

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, to the Golf Course Capital Improvement Fund from Golf Course Bond Refunding Savings, and to the Road/Street Funds.

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$1,000,000 or 21.8% increase from the FY 14-15 current budget.
- The increase results from an appropriation to the Municipal Street Fund to fund street maintenance in advance of the new Road Millage. The General Fund will be reimbursed by the Municipal Street Fund in FY 15/16 from collected Road Millage tax dollars.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$757,291 or 13.6% increase from the FY 14-15 year-end projection and \$1,757,291 or 38.3% increase over the FY 14-15 budget.
- The budget to budget increase results primarily from an increased appropriation to the Capital Improvement Fund, based on Projects proposed in the CIP document; partially offset by a decrease in the appropriation to the General Debt Service Fund.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Interfund Transfers	\$4,121,412	\$3,973,615	\$4,589,764	\$5,589,764	\$6,347,055

Interfund Transfers comprise 11.5% of the General Fund’s proposed budget.

Interfund Transfers

DEPARTMENT NUMBER: 299

Acct.		2012/13	2013/14	2014/15	2014/15	2015/16	2015/16
No.	Category and Line Item	Actual	Actual	Budgeted	Estimated	Proposed	Adopted
(801) PROFESSIONAL & CONTRACTUAL							
201	To Municipal Street Fund	0	0	0	1,000,000	0	0
202	To Major Road Fund	0	0	75,000	75,000	0	0
203	To Local Road Fund	0	0	75,000	75,000	0	0
242	To Corridor Improvement Auth. Fund	30,000	30,000	30,000	30,000	50,000	50,000
301	To General Debt Service Fund	1,753,378	2,069,682	1,943,105	1,943,105	1,419,180	1,419,180
404	To Capital Improvement Fund:	2,338,034	1,843,981	2,411,707	2,411,707	4,822,923	4,822,923
	Energy Saving Reimbursement	0	0	25,000	25,000	25,000	25,000
412	To Golf Course Capital Improv. Fund	0	29,952	29,952	29,952	29,952	29,952
	Total Operating Budget	<u>4,121,412</u>	<u>3,973,615</u>	<u>4,589,764</u>	<u>5,589,764</u>	<u>6,347,055</u>	<u>6,347,055</u>
DEPARTMENT TOTAL		<u>4,121,412</u>	<u>3,973,615</u>	<u>4,589,764</u>	<u>5,589,764</u>	<u>6,347,055</u>	<u>6,347,055</u>

PUBLIC SAFETY SUMMARY

DIV.	2012/13	2013/14	2014/15	2014/15	2015/16	2015/16
NO. Category and Line Item	Actual	Actual	Current	Estimated	Proposed	Adopted
	Expenditures	Expenditures	Budget	Expenditures	Budget	Budget
PUBLIC SAFETY:						
300 Police	14,019,712	13,592,112	14,487,678	14,322,741	14,668,628	14,668,628
337 Fire	3,958,699	3,906,462	4,256,577	4,295,439	4,467,184	4,467,184
TOTAL PUBLIC SAFETY	17,978,411	17,498,574	18,744,255	18,618,180	19,135,812	19,135,812



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 2014 with “Group A” crimes dropping by 9.3%. This reduction is the fourth such decline during the past five years. Compared to five years ago, Group A crime is down 24%. The numbers of Burglaries, Auto Theft, and Larcenies from Autos in 2014 was the lowest ever recorded in the City’s 41 year history. The total number of Part A Crimes (the 20 most serious crime categories) last year was the lowest in 24 years. There were no murders in 2014, the number of armed robberies was the third lowest ever, and there were the fewest number of sexual assaults in 20 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)
- Replacement of the Department’s Electro Muscular Disruption technology (Tasers) which have reached the manufacturers end of life recommendations. (1,3)
- 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)
- Install heating and cooling units and additional lighting in the Department’s detached three bay garage to allow for processing vehicles for evidence. (3,8)
- Work with other city departments to implement an automated scheduling program that will streamline the process and greatly increase overall efficiency. (1,2,8)
- Continue to build upon law enforcement and community relationships through several key crime prevention programs. (2,3,11,13)
- Replace a number of marked patrol and unmarked vehicles that have reached their end of expected patrol use with both sedan and SUV style vehicles in order to continue necessary fleet rotation. (1,8)
- Maximize work efficiency through the proper and efficient use of new and improved departmental technologies. (1,2)
- Upgrade of the Department’s Evidence technician vehicle with specialized storage and technologies. (1,3)
- Renovation of the Department’s locker rooms and fitness room. Current facilities haven’t been updated since the building was constructed and are in a state of disrepair. (8)
- Continue the technological and legal research/testing into the future acquisition of body worn cameras for police officers. (1,3,8,9)

PERFORMANCE OBJECTIVES

	Performance Indicators	2013 Actual	2014 Actual	2015 Projected
Service Level	Neighborhood Watch Groups	110	116	122
	Speech/Service Requests	60	59	60
	False Alarm Fees Collected	\$40,060	\$50,275	\$44,597
	Report Copy Requests	1,636	1,836	2,082
	Pistol Permits Processed **	2,443	1,978	1,638
	Investigative Division Cases	5,096	5,618	5,672
	Investigative Division Arrest Warrants	476	411	432
	Investigative Division Juvenile Petitions	84	93	102
	Fire Service Calls	8,539	8,763	9,324
	Adults Arrested	2,768	3,153	3,604
	Juveniles Arrested	74	64	56
	O.U.I.L. Arrests	208	236	258
	Traffic Violations Issued*****	12,207	10,441	9,303
	Dispatched Runs (FHPD/FHFD/FVPD)	38,343	41,638	43,720
	Group A Crimes per 1,000 Population	39.38	34.65	31.50
	Group B Crimes/Activities per 1,000 Population	13.58	15.44	17.54
	Villages of Franklin & Bingham Farms Dispatched Calls for Service	3,573	3,832	4,335
	City of Farmington Dispatched Calls for Service	6,957	7,163	7,375
	Burglaries-residential*	184	143	123
	Burglaries-commercial*	59	52	51
	Robberies	23	18	18
	Moving Violations (Hazardous)*****	7,963	6,488	5,593
	Non-Moving Violations (Non- Hazardous)*****	4,244	3,953	3,947
Residential Burglaries/1,000 Housing Units	5.07	3.9	3.4	
Efficiency	Cases Closed	3,721	5,403	5,427
	Average Response Time to Primary Calls (Group A Crimes which included both emergency and non-emergency service calls)***	7.29	Unavailable	6.59
	Activity Expenditures as a % of General Fund	27.28%	26.89%	26.50%

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

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

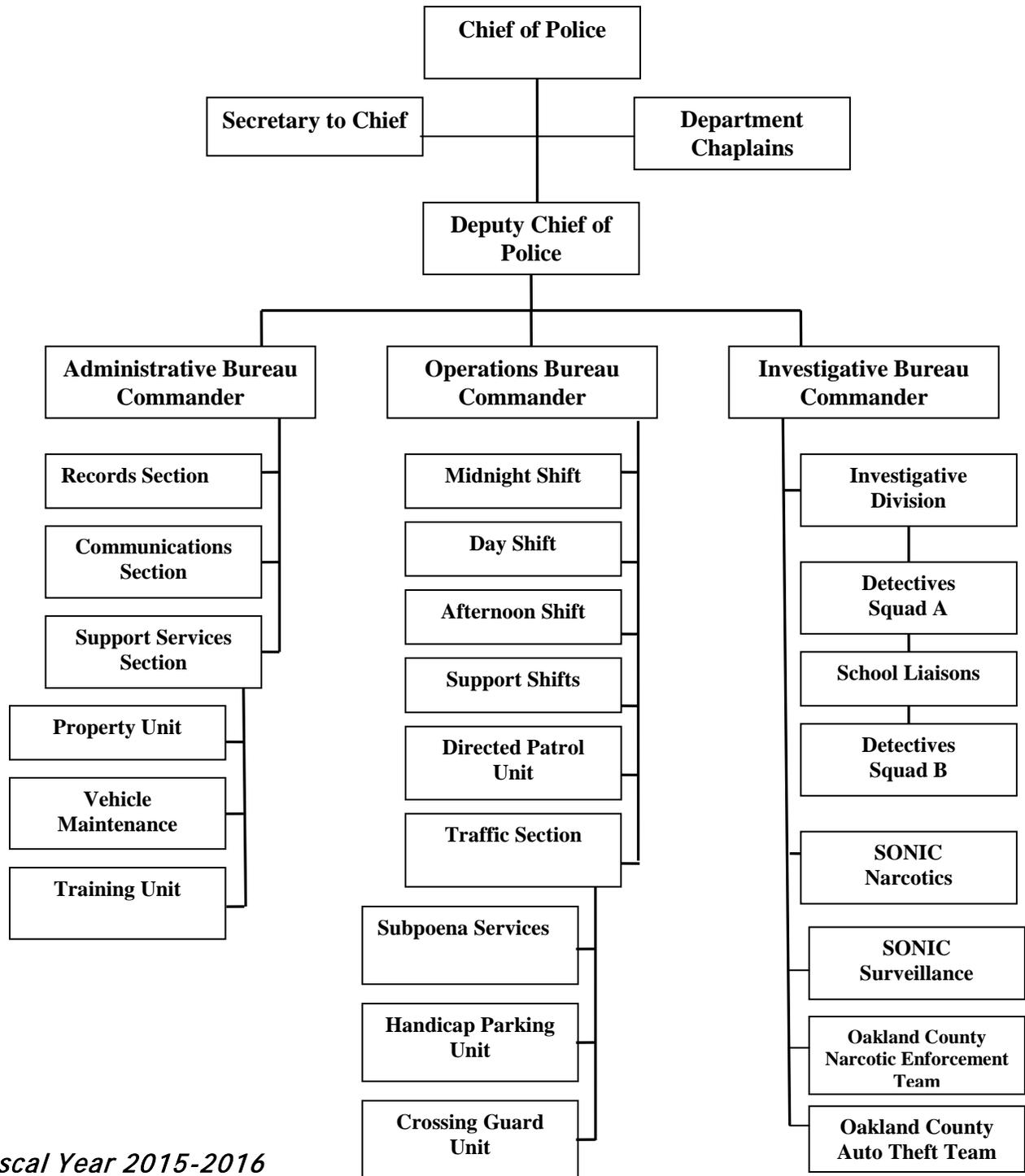
*** A mandatory Oakland County CAD upgrade caused this information to be unavailable until the completion of the project later this year.

***** Numbers corrected to include traffic violations only. Misdemeanor ticket violations excluded.

Department Budgetary Accomplishments

- Hired two new police officers during the fiscal year to fill vacancies
- The Department increased and reorganized supervisory/administrative staff to address several areas of need within the agency; this reorganization helps to ensure that both efficient and effective staff work is completed in a timely manner while developing future Departmental executives.
- Two full time dispatchers were added to address increased demands on the communications section.
- The Crime Prevention Section redeveloped and implemented key crime prevention programs, such as Neighborhood Watch and Crime Mapping. These programs have proven track records of reducing crime, and help build upon law enforcement/ community relationships.
- Police/Fire Dispatch transitioned to a computerized emergency medical dispatch (EMD) system called ProQA EMD. This system provides enhanced medical service to residents.
- The Department implemented the PoliceOne Academy Online Training program. This is a cost effective training solution that is comprehensive in scope, tracks accreditation, and provides expert content across a wide variety of topics.
- Improvement and resurfacing of the parking lot
- The Department has played an integral role in the County Law Enforcement – Tactical Response Coordinating Group (OakTAC) training. All command staff of the Department participated in a table top active shooter incident management training exercise.
- Replaced of the Department’s aged patrol rifles which were past their end of service life.
- Purchased and equipped a number of marked patrol vehicles, unmarked vehicles, and the prisoner van to replace vehicles being removed from the Department’s fleet.
- Two vehicles were removed from the Department’s fleet to increase efficiency and reduce operating costs.
- Replaced Mobile Data Computers (MDC’s) in all marked police vehicles

POLICE DEPARTMENT



Fiscal Year 2015-2016

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 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	6	7	7
	Teleprocessing Operator	2	2	2	2
	Clerk Typist II	0	1	3	3
	Clerk Typist I	4	3	1	1
	Community Service Officer	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	28	29	29
(017)	Assistant Chief	1	1	1	1
(018)	Commander	3	3	3	3
(019)	Lieutenant	4	5	5	5
(020)	Sergeant	16	16	16	16
(021)	Police Officer	47	45	45	45
(051)	Crossing Guard (FTE)	1.22	1.22	1.22	1.22
(038)	Part-time (Dispatch & Clerical) (FTE)	11.66	11.66	10.92	10.92
	Total	83.88	82.88	82.14	82.14
Total		109.88	110.88	111.14	111.14
705 PUBLIC SAFETY MILLAGE					
(010) Administrative & Clerical					
	Communications Supervisor (Civilian)	1	1	1	1
	Crime Prevention Technician	1	1	1	1
	Dispatcher	6	6	6	6
	Total	8	8	8	8
(021)	Police Officer	35	35	35	35
Total Public Safety Millage Fund		43.00	43.00	43.00	43.00
DEPARTMENT TOTAL		152.88	153.88	154.14	154.14

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$164,937 or 1.1% decrease from the current budget.
- The decrease results from projected lower than budget personnel costs (\$138,000); operating supplies (\$3,000), professional contractual (\$21,000), and capital outlay (\$3,000).

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$345,887 or 2.4% increase from the FY 14-15 year-end projection and \$180,950 or 1.2% increase over the FY 14-15 current budget.
- The budget to budget increase results primarily from higher operating supplies (\$66,000), and capital outlay (\$145,000), partially offset by \$5,000 lower personnel costs and \$25,000 lower professional contractual expenditures. Although we are proposing to add one full-time Dispatcher position, the small decrease in overall General Fund supported Police personnel costs is caused by a \$400,000 reduction in the actuarial determined contributions to the defined benefit pension and retiree healthcare systems, as well as a \$42,000 reduction in part-time wages.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Police	\$14,019,712	\$13,592,112	\$14,487,678	\$14,322,741	\$14,668,628

Police Department

DEPARTMENT NUMBER: 300

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES						
010 Administrative & Clerical	1,178,359	1,203,963	1,302,117	1,314,660	1,432,007	1,432,007
017 Assistant Chiefs	99,000	99,388	99,381	101,370	103,000	103,000
018 Commanders	286,285	287,587	287,566	293,328	298,038	298,038
019 Lieutenants	345,769	346,750	432,211	444,193	447,948	447,948
020 Sergeants	1,268,820	1,274,617	1,268,798	1,299,301	1,315,000	1,315,000
021 Patrol	3,161,927	3,162,748	3,033,266	2,983,521	3,150,287	3,150,287
038 Part-time	406,615	381,965	497,390	450,000	455,000	455,000
041 Court Time	133,712	120,309	140,000	140,000	145,000	145,000
042 Holiday Pay	300,784	292,891	293,910	293,551	306,815	306,815
051 Crossing Guards	16,000	14,715	20,690	20,690	20,690	20,690
106 Sick/Personal Leave	171,301	160,941	250,000	200,000	250,000	250,000
112 Overtime	522,856	498,297	530,000	575,000	530,000	530,000
115 Grant - dispatch Training	182	0	0	0	0	0
200 Social Security	637,189	622,038	641,117	656,197	688,693	688,693
250 Blue Cross/Optical/Dental	1,008,794	1,034,394	1,269,940	1,181,621	1,271,538	1,271,538
275 Life Insurance	12,911	12,956	12,982	13,904	14,587	14,587
300 Pension - DC	47,725	68,509	82,111	84,541	103,613	103,613
305 Pension - DB	1,520,882	1,254,970	1,479,211	1,479,211	1,437,301	1,437,301
308 Post Retirement Healthcare	1,366,783	1,056,009	1,108,242	1,108,242	749,425	749,425
325 Longevity	464,534	457,181	497,006	474,227	518,078	518,078
350 Worker's Compensation	45,104	89,179	99,933	94,303	103,837	103,837
Category Total	12,995,532	12,439,405	13,345,871	13,207,860	13,340,857	13,340,857
(705) PUBLIC SAFETY MILLAGE						
010 Administrative & Clerical	325,022	373,859	390,740	410,551	418,701	418,701
021 Patrol	1,879,653	1,983,000	2,193,054	2,292,001	2,415,665	2,415,665
041 Court Time	73,184	65,858	70,000	137,000	140,000	140,000
042 Holiday Pay	100,887	113,456	128,390	128,950	140,371	140,371
106 Sick/Personal/Vacation	8,648	10,275	15,000	12,500	13,000	13,000
112 Overtime	220,819	223,015	260,000	325,000	330,000	330,000
200 Social Security	199,963	212,588	229,168	257,388	270,660	270,660
250 Blue Cross/Optical/Dental	319,209	350,383	512,519	468,178	533,604	533,604
275 Life Insurance	3,877	4,206	4,850	5,302	5,368	5,368
300 Pension - DC	39,529	47,862	59,702	64,786	64,135	64,135
305 Pension - DB	484,140	532,551	603,613	603,613	622,907	622,907
308 Post Retirement Healthcare	324,984	280,474	229,568	229,568	161,847	161,847
325 Longevity	47,580	54,490	66,836	65,366	80,327	80,327
350 Worker's Compensation	14,542	31,100	36,522	37,523	41,874	41,874
Reallocation to P.S. Millage Fund	(4,042,037)	(4,283,117)	(4,799,962)	(5,037,726)	(5,238,459)	(5,238,459)
Category Total	0	0	0	0	0	0

Police Department

DEPARTMENT NUMBER: 300

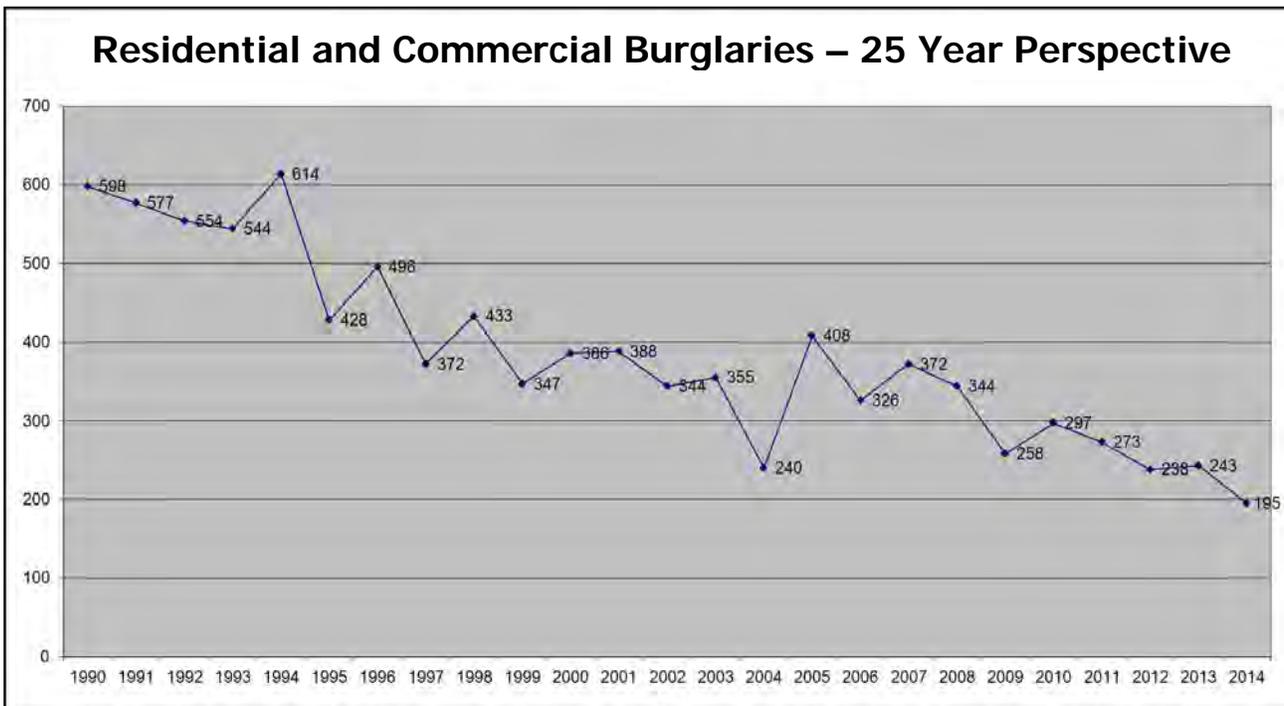
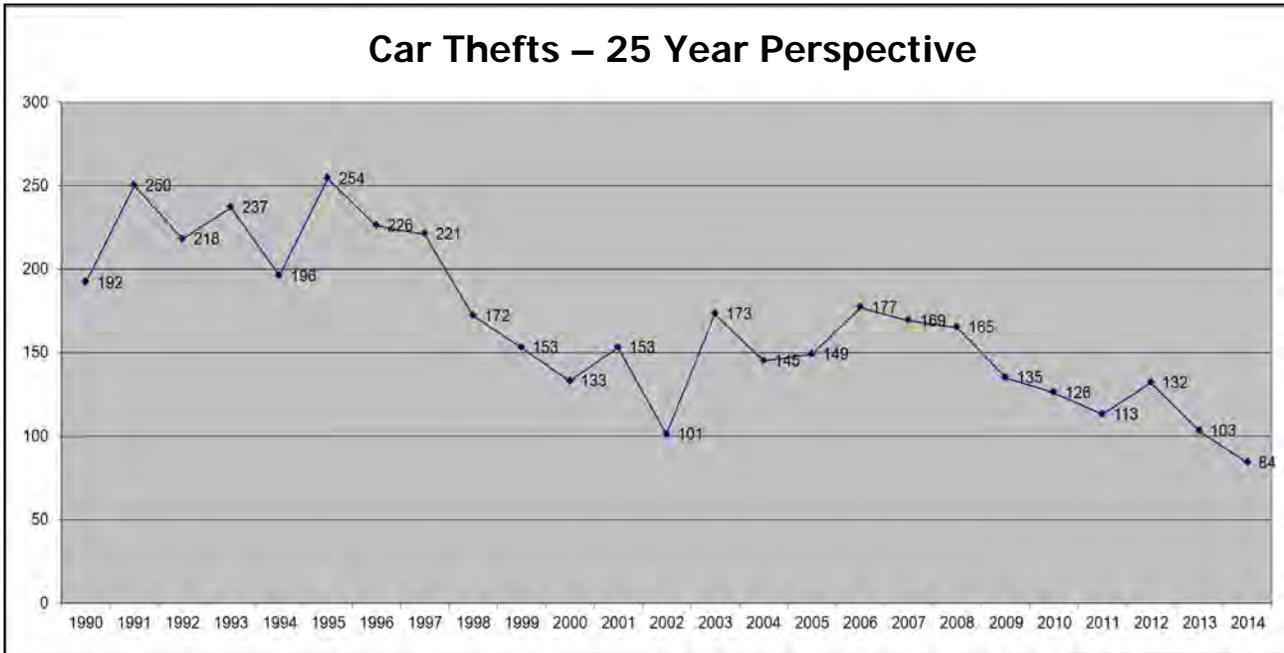
Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(740) OPERATING SUPPLIES							
001	Gas & Oil	258,302	262,818	300,132	225,000	280,000	280,000
002	Books & Subscriptions	1,445	1,860	2,000	1,500	1,500	1,500
003	Pers. Testing & Advert.	8,314	8,900	8,000	13,000	15,800	15,800
008	Supplies	53,447	62,773	48,600	50,000	51,300	51,300
011	Rental Equipment	35,401	27,205	32,500	32,500	32,500	32,500
014	Copier Supplies	1,123	0	0	0	0	0
018	Ammunition & Weapons	21,709	24,122	21,200	29,310	41,320	41,320
019	Uniforms/Uniform Equip.	45,426	45,586	32,000	90,000	83,600	83,600
040	Miscellaneous Expense	4,215	8,006	4,000	4,000	8,400	8,400
041	Over and Short	0	(44)	0	0	0	0
	Category Total	429,382	441,227	448,432	445,310	514,420	514,420
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	794	1,593	1,740	1,740	1,740	1,740
002	Memberships & Licenses	625	850	1,000	750	960	960
005	Fleet Insurance	32,405	32,530	34,717	34,717	36,325	36,325
006	Vehicle Maintenance	99,631	121,097	114,832	114,832	107,000	107,000
007	Office Equip. Maint.	15,031	2,239	9,000	5,000	8,000	8,000
008	Firearms Range Maint.	614	1,068	3,000	3,000	3,000	3,000
013	Education & Training	31,915	23,951	31,050	30,000	19,150	19,150
014	State Act 302 Training	27,153	24,159	18,000	18,000	18,000	18,000
015	State Act 32 Training	4,130	9,424	24,500	12,000	11,500	11,500
016	Telephone Expense	29,863	18,314	34,400	30,000	41,250	41,250
023	Data Processing	93,977	84,275	92,446	92,446	87,496	87,496
024	Printing Services	9,599	10,623	9,000	10,000	9,000	9,000
026	Physical Examinations	10,072	9,178	8,000	8,000	0	0
027	Vehicle Radio Maint.	980	28,255	10,980	12,000	23,950	23,950
028	Prisoner Care	10,881	13,724	14,000	16,000	14,000	14,000
029	Building Maintenance	25,610	22,014	15,000	17,000	15,000	15,000
041	Auto Allowances	18,000	18,000	18,000	18,000	18,000	18,000
043	Auto Washing	4,736	5,386	4,000	4,000	4,000	4,000
044	Towing	315	189	300	400	300	300
056	Utilities	62,719	59,947	60,000	55,000	50,000	50,000
065	Uniform Cleaning	15,100	18,214	15,000	15,000	18,000	18,000
070	Crime Prevention	1,667	2,074	3,000	3,000	3,000	3,000
097	Live Scan Application	25,227	23,427	23,000	25,000	25,000	25,000
098	Polygraph/DNA Services	5,499	5,353	12,000	10,000	17,130	17,130
	Category Total	526,543	535,884	556,965	535,885	531,801	531,801
(970) CAPITAL OUTLAY							
001	Office Furniture	8,255	0	6,900	6,778	7,350	7,350
002	Office Equipment	0	0	0	0	21,500	21,500
015	Automotive/Auto Equip.	0	60,196	66,000	64,640	181,000	181,000
019	Radio & Radar Equip.	0	0	9,000	7,758	14,000	14,000
020	Miscellaneous Equipment	0	110,000	54,510	54,510	35,700	35,700
036	Building Improvements	60,000	5,400	0	0	22,000	22,000
	Category Total	68,255	175,596	136,410	133,686	281,550	281,550
DEPARTMENT TOTAL		14,019,712	13,592,112	14,487,678	14,322,741	14,668,628	14,668,628

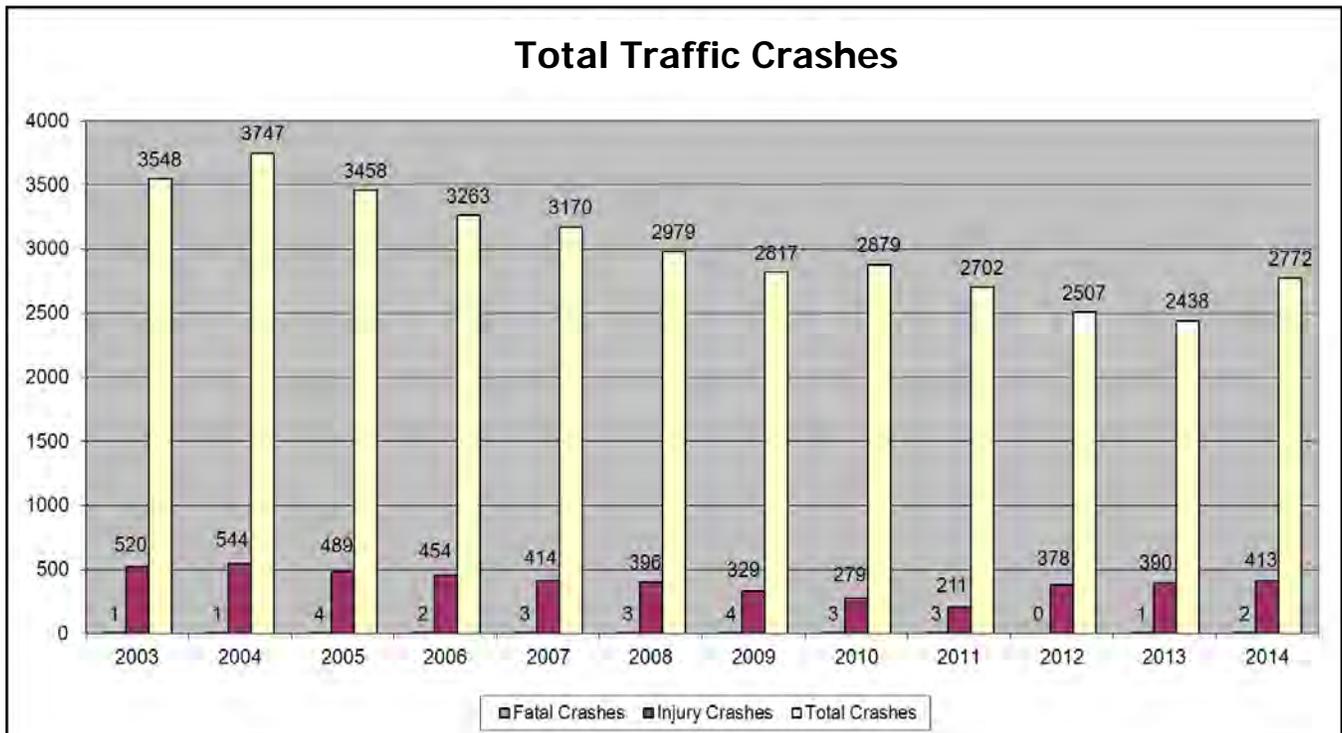
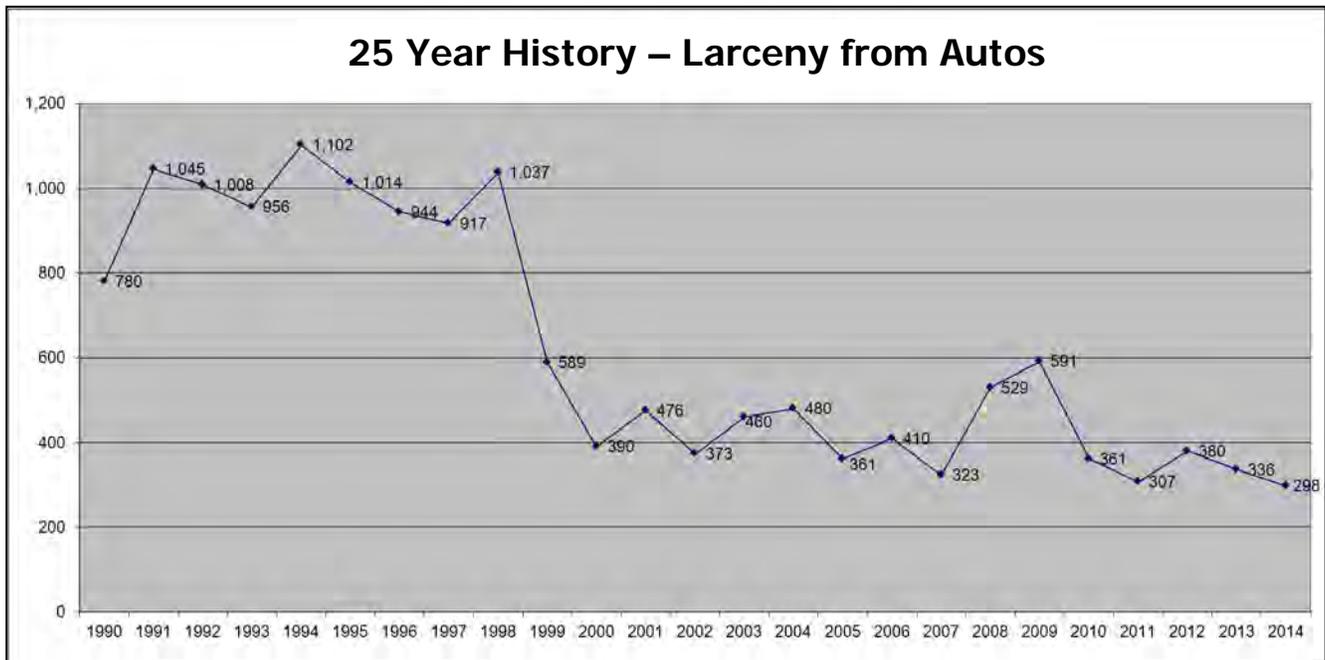
Police Department**CAPITAL OUTLAY**

Department Number: 300

Acct.			Unit	Budget	Manager's Budget	
970	Quantity	Item Description	Cost	Request	Quantity	Amount
001		Office Furniture				
	3	Replacement of Admin Clerical Chairs	350	1,050	3	1,050
	11	Replacement of Operations Clerical Chairs	350	3,850	11	3,850
	7	Replacement of Investigative Clerical Chairs	350	2,450	7	2,450
				<u>7,350</u>		<u>7,350</u>
002		Office Equipment				
	2	Livescan System Replacement (Required by Oakland County)	8,000	16,000	2	16,000
	1	High Speed Currency Counter/Scanner	5,500	5,500	1	5,500
				<u>21,500</u>		<u>21,500</u>
015		Automotive & Auto Equipment				
	4	Unmarked vehicle replacement	22,000	88,000	4	88,000
	2	Marked Patrol vehicle replacement	27,500	55,000	2	55,000
	1	Evidence Technician Vehicle Build	7,000	7,000	1	7,000
	6	Marked /Unmarked Vehicle Builds		31,000		31,000
				<u>181,000</u>		<u>181,000</u>
019		Radio & Radar Equipment				
	1	UPS battery backup system replacement	8,000	8,000	1	8,000
	4	Radar unit replacement	1,500	6,000	4	6,000
				<u>14,000</u>		<u>14,000</u>
020		Miscellaneous Equipment				
	35	Taser Replacement	1,020	35,700	35	35,700
				<u>35,700</u>		<u>35,700</u>
036		Building Improvements				
	1	Heating & Cooling Unit for Evidence Garage	15,000	15,000	1	15,000
	1	Water Diversion Apparatic	7,000	7,000	1	7,000
				<u>22,000</u>		<u>22,000</u>
		CAPITAL OUTLAY TOTAL		<u>281,550</u>		<u>281,550</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 incidents 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 2.6% increase in overall incident volume from 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

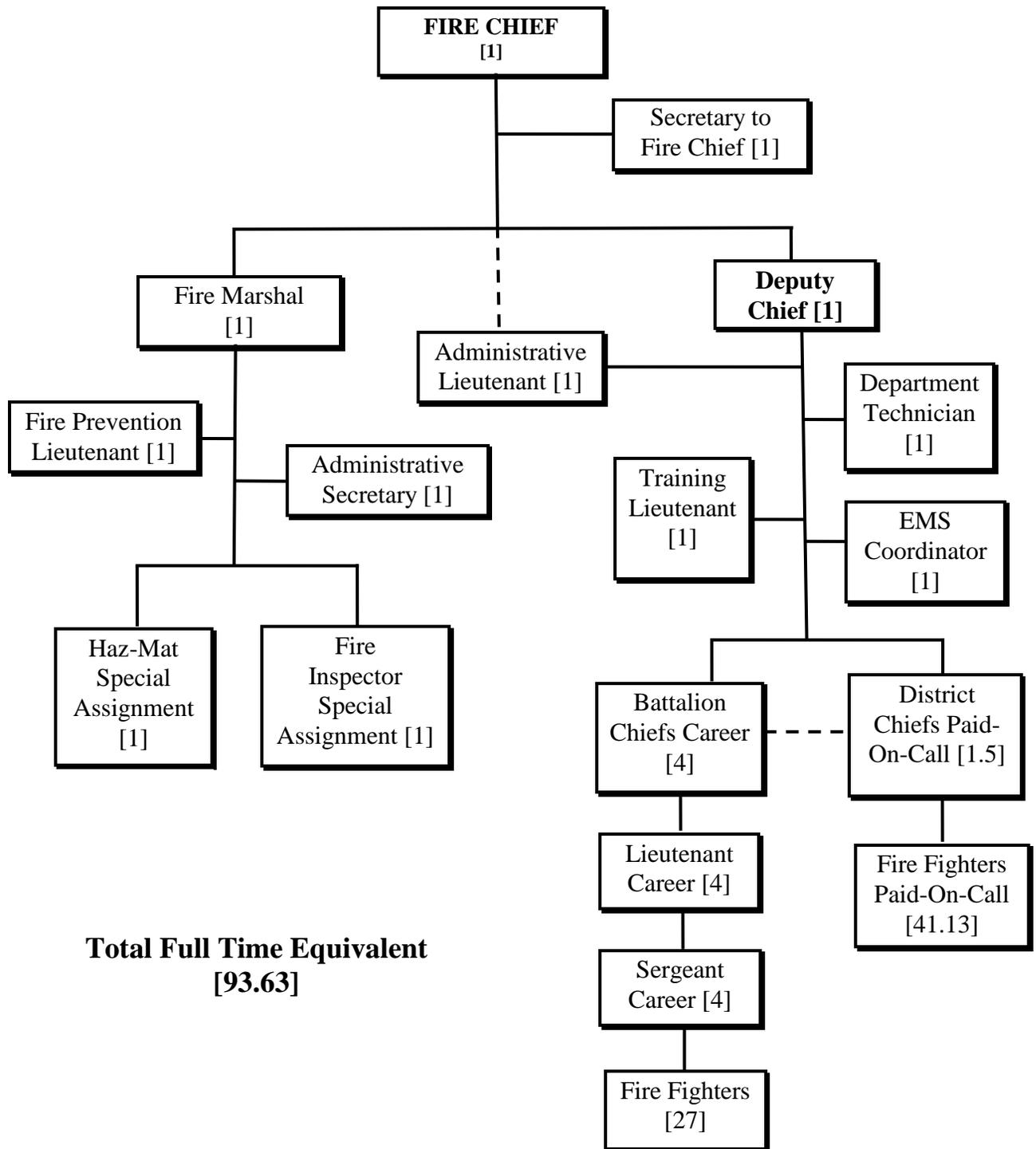
- Develop and implement personnel career paths and training criteria for succession planning.
- Evaluate individual and team skill levels to ensure performance is at the expected standards.
- Continue to emphasize safety on the fire ground and emergency scenes by training personnel in hazard recognition, 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 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Number of Incidents	8,763	8,938	9,117
	Number of Emergency Medical Incidents	5,635	5,748	5,863
	Number of Public Education Programs	98	101	104
	Number of Training Hours	19,433	20,000	20,000
Efficiency	Activity Expenditures as a % of General Fund	7.84%	8.06%	8.07%



2014 School Fall Assembly Program Cast

FIRE DEPARTMENT



STAFFING LEVELS

Acct.	Title	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 Budget
<u>GENERAL FUND</u>					
(010) Full Time Wages					
	Lieutenant	2	2	3	3
	Fire Marshal	1	1	1	1
	Secretary to the Fire Chief	1	1	1	1
	Administrative Secretary	1	1	1	1
	Secretary	1	0	0	0
	Department Tech.	0	1	1	1
	Station Sergeant	0	0	4	4
	Full-time Fire Fighter	14	14	10	10
	Assistant to the Chief	1	1	0	0
	Fire Fighter/Inspector	1	1	1	1
	Hazardous Material Specialist	1	1	1	1
	Total	23	23	23	23
(025) Paid Callback System (FTE)					
	Paid Callback	19.63	19.63	19.63	19.63
	Total	19.63	19.63	19.63	19.63
<u>PUBLIC SAFETY MILLAGE FUND</u>					
(010) Administrative and Clerical					
	Fire Chief	1	1	1	1
	Deputy Chief	1	1	1	1
	Battalion Chief	4	4	4	4
	Shift Lieutenant	4	4	4	4
	Full-time Fire Fighter	18	17	17	17
	EMS Coordinator	0	1	1	1
	Total	28	28	28	28
(025) Paid Callback System (FTE)					
	Paid Callback	23	23.00	23.00	23.00
	Total	23	23	23	23
Department Total		93.63	93.63	93.63	93.63

Fire Department

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$38,862 or 0.9% increase from the current budget.
- The increase results from projected higher than budgeted personnel costs (\$4,000), operating supplies (\$7,000), and professional contractual (\$28,000).

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$171,745 or 4% increase from the FY 14-15 year-end projection and \$210,607 or 4.9% increase over the FY 14-15 current budget.
- The budget to budget increase results primarily from overall higher personnel costs.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGE
Fire	\$3,958,699	\$3,906,462	\$4,256,577	\$4,295,439	\$4,467,184

Fire Department

DEPARTMENT NUMBER: 337

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES						
010 Administrative & Clerical	1,296,814	1,421,537	1,506,422	1,446,184	1,620,801	1,620,801
025 Paid Callback	921,158	703,260	768,837	817,858	799,898	799,898
038 Part-time	27,143	9,259	1,000	28,000	1,000	1,000
042 Holiday Pay	3,380	3,402	0	1,509	0	0
106 Sick & Vacation	28,686	51,361	20,000	42,371	20,000	20,000
112 Overtime	89,369	109,184	100,000	98,900	100,000	100,000
200 Social Security	181,412	176,657	186,816	188,730	198,817	198,817
250 Blue Cross/Optical/Dental	204,373	234,478	284,068	249,026	306,901	306,901
255 Part-time Health Insurance	0	0	0	6,750	27,000	27,000
275 Life Insurance	2,702	2,804	2,987	3,055	3,017	3,017
300 Pension - DC	9,500	16,608	25,802	16,888	17,645	17,645
305 Pension - DB	172,454	182,533	240,054	240,054	263,883	263,883
308 Post Retirement Healthcare	142,991	95,636	106,519	106,519	80,686	80,686
325 Longevity	45,755	48,612	45,790	44,463	57,172	57,172
350 Workers Compensation	28,482	54,822	58,261	60,174	62,062	62,062
Category Total	3,154,219	3,110,154	3,346,556	3,350,481	3,558,882	3,558,882
(705) PUBLIC SAFETY MILLAGE						
010 Full Time	2,122,231	2,034,029	2,138,616	2,169,086	2,266,010	2,266,010
025 Paid Callback	300,433	680,944	710,200	710,196	724,404	724,404
042 Holiday	112,045	111,493	117,800	118,688	124,682	124,682
106 Sick & Vacation	69,970	52,148	55,000	53,243	77,665	77,665
112 Overtime	315,328	306,945	265,000	268,000	265,000	265,000
200 Social Security	224,608	245,389	259,736	259,025	273,287	273,287
250 Blue Cross/Optical/Dental	320,491	313,476	383,494	345,269	381,679	381,679
275 Life Insurance	7,910	3,906	4,243	4,526	4,751	4,751
300 Pension - DC	1,875	5,063	7,500	8,945	10,500	10,500
305 Pension - DB	281,212	331,109	421,809	421,809	430,953	430,953
308 Post Retirement Healthcare	251,657	253,810	245,041	245,041	154,970	154,970
325 Longevity	107,058	109,697	113,494	116,133	122,449	122,449
350 Workers Compensation	30,749	73,724	78,121	78,127	82,447	82,447
Reallocation to P.S. Millage Fund	(4,145,567)	(4,521,733)	(4,800,054)	(4,798,088)	(4,918,797)	(4,918,797)
Category Total	0	0	0	0	0	0
(740) OPERATING SUPPLIES						
001 Gas & Oil	103,476	108,647	114,690	103,650	124,740	124,740
002 Books & Subscriptions	1,646	3,951	11,550	11,550	10,969	10,969
008 Supplies	71,259	60,407	80,191	82,500	77,400	77,400
011 Medical Supplies	73,548	73,052	64,000	78,000	74,000	74,000
019 Uniforms	28,034	25,537	30,000	26,800	27,000	27,000
020 Protective Clothing	15,005	1,468	3,500	8,200	3,500	3,500
040 Miscellaneous	6,049	7,644	8,049	8,049	8,049	8,049
075 Fire Equipment Repair Parts	15,495	16,275	23,964	23,900	20,000	20,000
076 Fire Prevention Materials	2,460	3,126	4,800	4,800	4,800	4,800
Reallocation to P.S. Millage Fund	0	0	0	0	(10,000)	(10,000)
Category Total	316,972	300,107	340,744	347,449	340,458	340,458

Fire Department

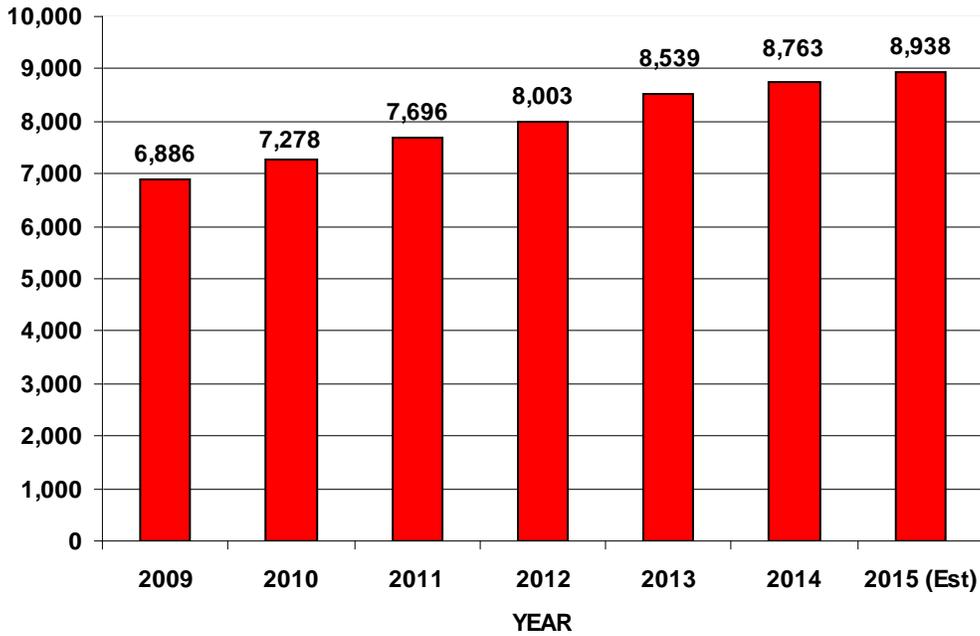
DEPARTMENT NUMBER: 337

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(801) PROFESSIONAL & CONTRACTUAL						
001 Conferences & Workshops	0	990	6,914	6,400	6,575	6,575
002 Memberships & Licenses	18,209	19,124	21,914	21,914	21,664	21,664
005 Fleet Insurance	46,696	40,313	66,579	66,579	72,420	72,420
006 Vehicle Maintenance	57,281	54,396	51,400	84,000	84,000	84,000
007 Office Equip. Maintenance	9,205	8,334	8,500	8,431	8,500	8,500
008 Vehicle Refurbishment	78	32	0	0	0	0
009 Consultants	76,088	80,166	77,000	77,000	77,000	77,000
013 Education and Training	53,038	58,392	52,085	49,375	52,085	52,085
016 Phone Expense	12,680	12,116	16,500	16,500	16,500	16,500
023 Data Processing	9,087	6,754	14,852	14,852	14,852	14,852
025 Utilities	122,957	129,616	123,423	120,353	123,423	123,423
026 Physical Examinations	18,271	16,955	33,800	33,800	55,682	55,682
027 Radio Maintenance	2,046	7,378	2,000	2,000	2,000	2,000
029 Building Maintenance	33,037	32,911	65,475	67,595	88,510	88,510
031 Fire Hydrant Rentals	25,235	25,125	25,235	25,110	25,235	25,235
041 Auto Allowance	3,600	3,600	3,600	3,600	3,600	3,600
Reallocation to P.S. Millage Fund	0	0	0	0	(84,202)	(84,202)
Category Total	487,508	496,201	569,277	597,509	567,844	567,844
DEPARTMENT TOTAL	3,958,699	3,906,462	4,256,577	4,295,439	4,467,184	4,467,184

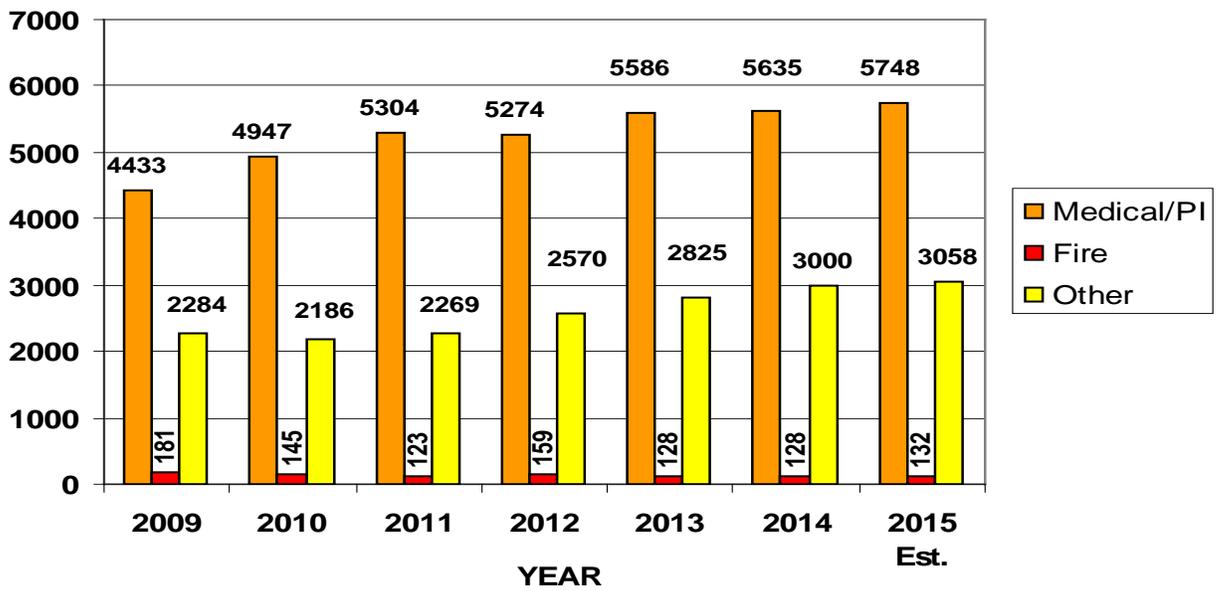
Various General Fund Licenses & Permits and User Fee Revenue helps to support the cost of providing Fire Services throughout the City. The most significant are Advance Life Support Fees which is expected to generate over \$1.5 million for the City in FY 2014/15.

KEY DEPARTMENTAL TRENDS

NUMBER OF INCIDENTS



INCIDENTS BY TYPE



PLANNING AND COMMUNITY DEVELOPMENT

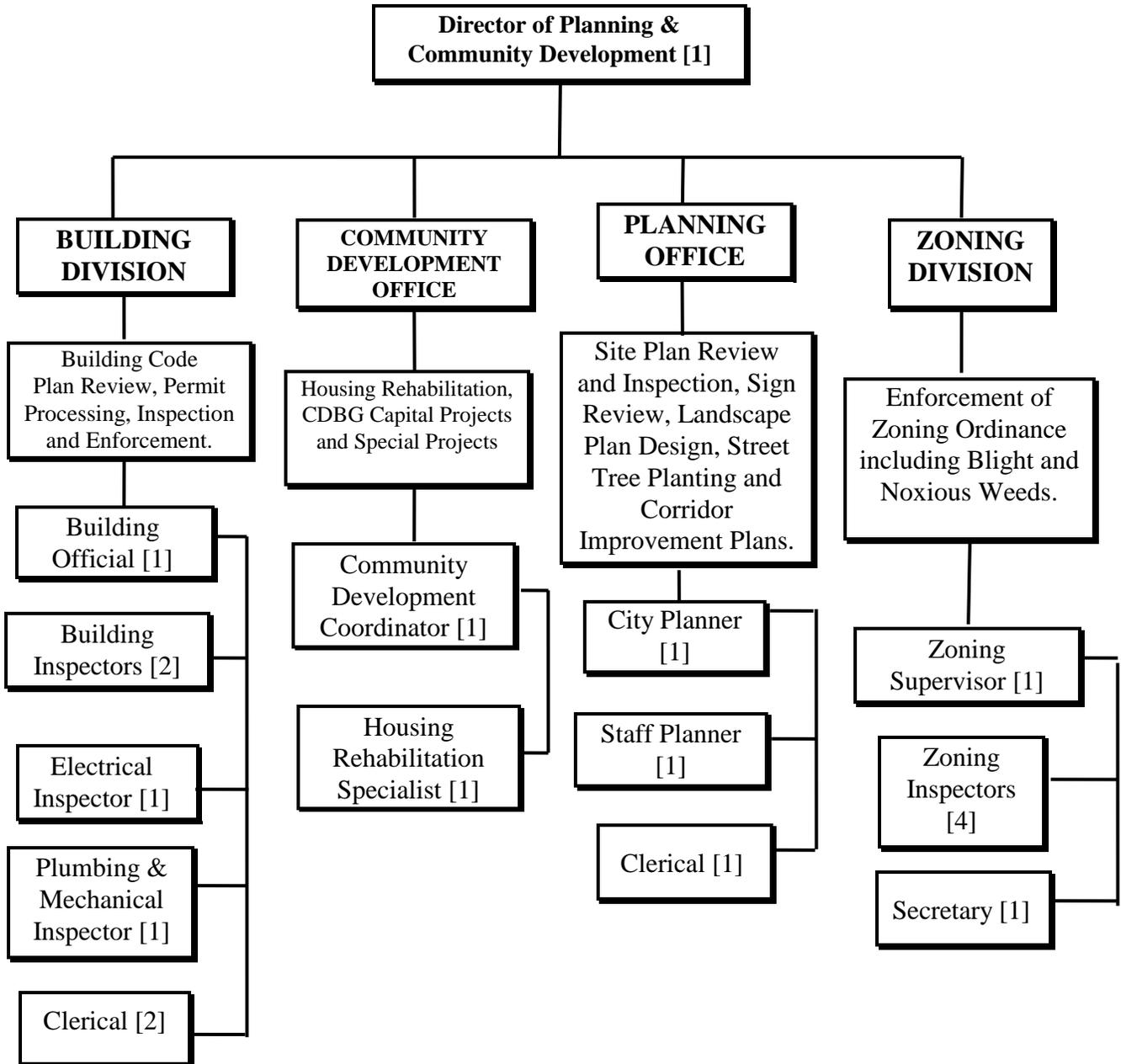
MISSION STATEMENT: Provide professional planning and community development services as required by the City's codes and ordinances with an appreciation for a participatory approach to community change involving residents and property owners.

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. City Council recently adopted a Single-family Rental Inspection Program to help prevent blight and property deterioration within the neighborhoods. It is anticipated the Community Development Office will implement this program. The department as well undertakes special planning projects and assignments as directed by the City Manager. Nineteen 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 [19.00]

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 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	0	0	0
	Staff Planner II	0	1	1	1
	Housing Rehab Specialist	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	11	11
(032) Code Inspectors					
	Chief Building Inspector	0	1	0	0
	Building Inspector	2	1	2	2
	Electrical Inspector	1	1	1	1
	Plumbing/Mechanical Inspector	1	1	1	1
	Zoning Code Inspector	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	19.00	19.00

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 turnaround time of permit requests.(1,2)

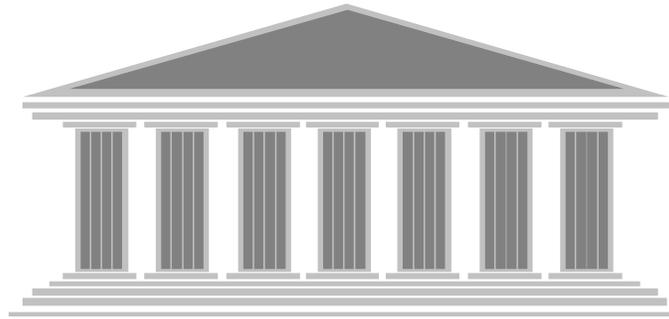
PERFORMANCE OBJECTIVES

- Perform inspections within the next available date of request.
- Perform plan review for residential permit in 3-5 days and commercial permits in 5-10 days.

	Performance Indicators	FY 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Building Permits Issued	1,780	1,815	1,798
	Electrical Permits Issued	627	639	633
	HVAC Permits Issued	1,124	1,146	1,135
	Plumbing Permits Issued	506	516	511
	Change of Occupancy Permits	93	95	94
	Demolition Permits Issued	24	25	25
	Certificates of Occupancy Issued	1,392	1,419	1,405
	Building Inspections	3,900	3,978	3,939
	Electrical Inspections	1,992	2,031	2,011
	HVAC Inspections	1,489	1,518	1,503
	Plumbing Inspections	1,428	1,456	1,442
Efficiency	Inspections/Inspector/Year	2,202	2,245	2,223
	Inspections Performed within 24 hrs.	99%	99%	95%
	Fees Collected	985,000	1,004,700	994,850

Building Permits at Market Value

Ten Year History 2005-2014



Residential

Year	New Construction		Additions & Improvements		Total Value
	Number	Value	Number	Value	
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
2014	78	26,231,580	1,104	10,265,886	36,497,466

Commercial

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
2014	5	3,479,190	197	35,239,862	38,719,052

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 CDBG program is to provide assistance to low and moderate income families and eligible areas. There are many aspects to the program: Housing Rehabilitation Program, participating in the non-profit Rebuilding Together, capital projects, assisting the administration of CDBG funding from City of Farmington, participation in the HOME Consortium with Oakland County and administration of the Single-Family Rental Inspection Program.

In 2014, 20 homes were rehabilitated through the Housing Rehabilitation Program. The Community Development Office funded repair of an additional ten homes through Rebuilding Together. Administration of CDBG funds from the City of Farmington by this office for the Senior Adult program at the Costick Activities Center, including building costs and staffing.

Starting in July 2014, the City of Farmington Hills began participating in a HOME Consortium with Oakland County. The additional funding available through the HOME Consortium made available a new option for home repairs for Housing Rehabilitation clients. The Community Development Office referred Housing Rehabilitation clients that fit the Oakland County criteria, for necessary home repairs. The Oakland County HOME Consortium has not assisted as many Farmington Hills residents as originally anticipated. This has led to a higher than estimated number of housing rehabilitation projects for 2014/2015. It is expected this will continue through 2015/2016.

In December of 2014 the Single-Family Rental Inspection ordinance went into effect. The administration of will require development of a registration process and inspection criteria. The first year of this new initiative will have the goal of inspecting and issuing certificates of compliance to 400 homes.

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)
- Assist the City of Farmington with the expenditure of their CDBG funds at the Activities Center. (2, 9)
- Provide staff assistance to the Beautification Commission. (1, 12)
- Administer the Single-Family Rental Inspection code to prevent blight and property deterioration of the City's housing stock.(1,3,9,12)

PERFORMANCE OBJECTIVES

- Rehabilitate 25 homes with a budget of \$225,000.
- Successfully coordinate with Oakland County HOME Consortium.
- Complete capital projects within one year of letting contract.
- Successfully coordinate special projects including Rebuilding Together.
- Administer the Single-Family Rental Inspection Program, completing inspections on 400 homes.

	Performance Indicators	FY 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Housing Rehabilitations Completed	20	24	25
	Housing Rehabilitation Dollars	225,097	168,000	225,000
	CDBG Capital Dollars	2,000	180,000	112,831
	CDBG Loan Board Meetings	9	9	9
	Special Project Meetings/Beautification Commission Meetings	10	10	10
Efficiency	Single-Family Rental Inspections	NA	NA	400
	% of CDBG Admin. Cost/Total Entitlement (below HUD 20% guideline)	20%	20%	20%
	% of Capital Projects completed within one year	100%	100%	NA
	Dollars/Housing Rehab Completed	11,254	7,000	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.
- Coordinate the five year revision of the Master Plan for Future Land Use, including incorporating the Grand River Corridor Vision Plan.

Planning & Community Development

	Performance Indicators	FY 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Planning Commission meetings	21	17	22
	Historic District Commission meetings	11	11	11
	PUD Plans	1	1	1
	Site Plans	15	21	18
	Rezoning Requests	3	4	4
	Zoning Text Amendments	3	4	5
	Landscape Plans	5	12	10
	Land Divisions	5	3	10
	Plat/Site Condominium	0	1	2
	Cluster Options	1	0	1
	PUD Option Qualification	1	1	1
	New Building Permits (off.,comm.,ind)	5	8	5
	Tree Permits	95	65	70
	Residential Permits	45	47	25
	Change of Occupancy Permits	70	67	69
Miscellaneous Permits	495	509	500	
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 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	ZBA-Regular Meetings	11	12	12
	ZBA-Special Meetings	0	0	1
	ZBA Cases	51	50	50
	ZBA Mailings	2,321	2,300	2,300
	Junk Vehicles Inspections	2,691	2,690	2,500
	Blight Inspections	9,357	9,500	10,000
	Sign Inspections	1,131	1,130	1,250
	Zoning Inspections	2,825	2,800	3,000
	Total Number of Inspections	16,004	16,120	16,780
Efficiency	Average # of Inspections/Inspector	4,001	4,030	4,187
	Number of Abatements	3,826	4,000	4,100

Planning & Community Development

Planning & Community Development comprises 2.90% of the General Fund’s proposed budget.

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$107,815 or 7.4% decrease from the current budget and adopted budget.
- The decrease results primarily from budget savings in personnel costs and gas & oil expenditures.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$252,255 or 18.7% increase from the FY 14-15 year-end projection, and a \$144,440 or 9.9% increase from the FY 14-15 budget.
- The budget to budget increase results primarily from increased personnel costs, assuming full-staffing.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Planning & Community Development	\$1,698,634	\$1,243,358	\$1,459,934	\$1,352,119	\$1,604,374

\$1,262,000 of Building related Licenses & Permits Revenue supports the costs of the Planning & Community Development Department.

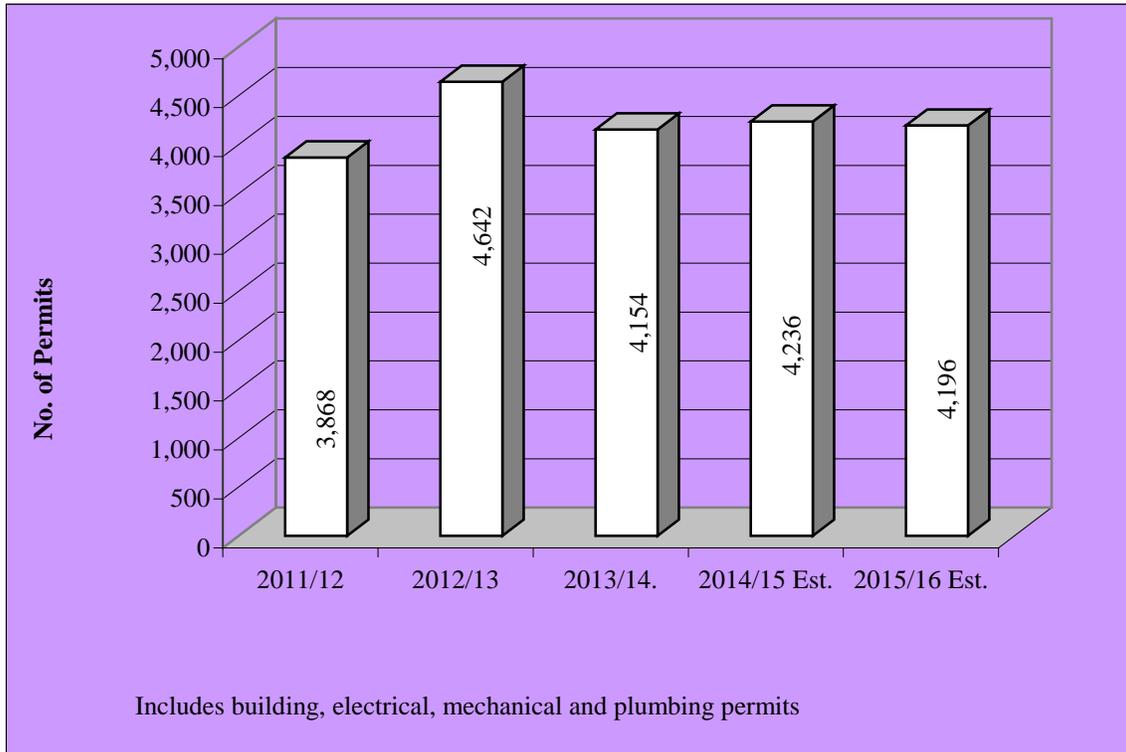
Planning & Community Development

DEPARTMENT NUMBER: 443

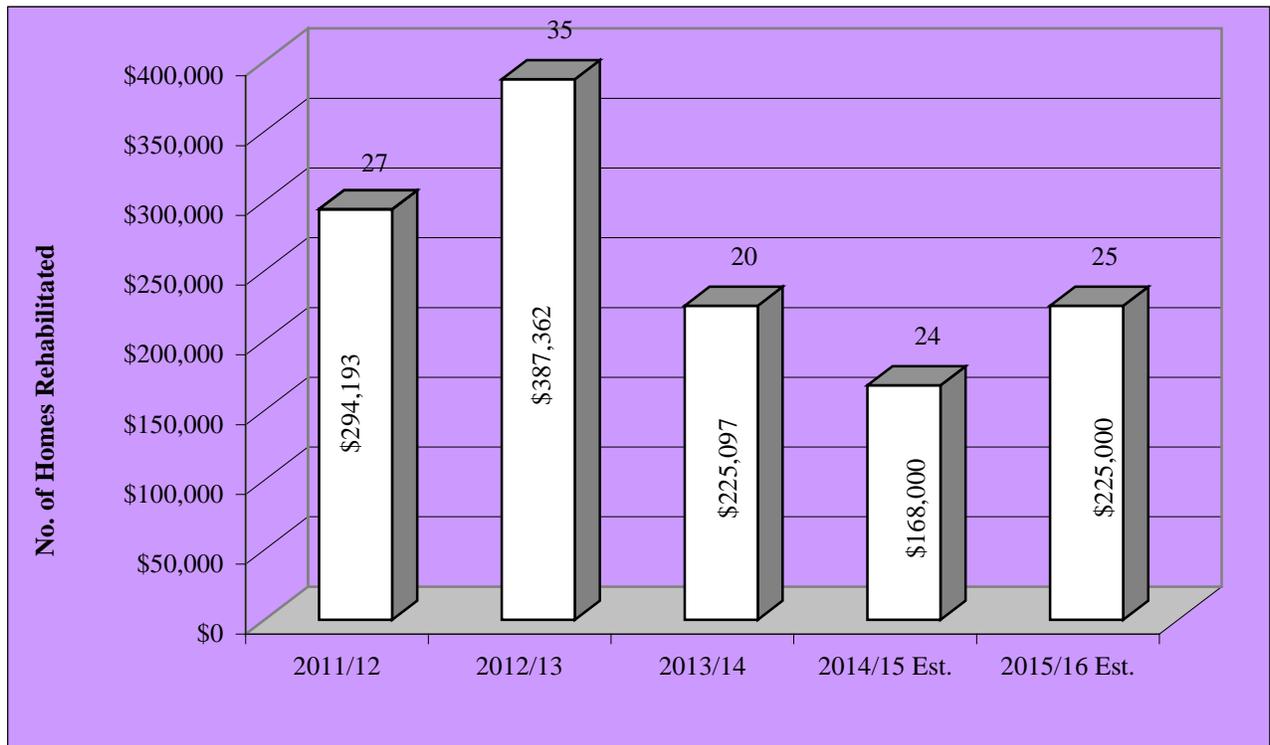
Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES							
010	Administrative & Clerical	534,670	447,864	587,943	518,400	675,696	675,696
032	Code Inspectors	441,143	432,541	445,914	451,482	457,021	457,021
038	Part-time	47,600	67,972	10,000	17,205	10,000	10,000
106	Sick & Vacation	61,497	12,272	8,500	10,846	10,681	10,681
112	Overtime	5,109	9,397	4,360	5,500	7,500	7,500
200	Social Security	81,195	74,872	83,763	78,560	91,507	91,507
250	Blue Cross/Optical/Dental	179,772	157,959	240,694	195,340	262,090	262,090
275	Life Insurance	2,618	2,447	2,655	2,911	3,156	3,156
300	Pension - DC	46,369	38,492	57,095	58,861	64,950	64,950
305	Pension - DB	172,886	0	0	0	0	0
308	Post Retirement Healthcare	117,114	0	0	0	0	0
325	Longevity	38,750	32,216	33,790	35,045	35,857	35,857
350	Worker's Compensation	2,567	4,614	5,046	4,950	5,242	5,242
700	Cost allocate to CDBG	(81,022)	(82,949)	(82,000)	(82,000)	(81,500)	(81,500)
	Category Total	1,650,268	1,197,696	1,397,760	1,297,100	1,542,200	1,542,200
(740) OPERATING SUPPLIES							
001	Gas & Oil	15,766	14,335	18,550	12,000	14,000	14,000
002	Books & Subscriptions	493	1,053	1,000	800	1,000	1,000
008	Supplies	3,096	2,684	3,500	3,500	4,500	4,500
	Category Total	19,355	18,071	23,050	16,300	19,500	19,500
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	407	166	500	500	500	500
002	Memberships & Licenses	2,300	1,215	1,685	1,600	1,600	1,600
004	Engineering Consultant	3,250	3,900	4,000	4,000	4,000	4,000
005	Fleet Insurance	4,500	5,940	5,439	5,439	5,979	5,979
006	Vehicle Maintenance	6,504	6,128	5,400	4,400	4,000	4,000
013	Education & Training	518	362	1,000	900	1,000	1,000
024	Printing Services	361	1,925	1,500	1,200	1,500	1,500
041	Vehicle Allowance	3,600	3,600	3,600	3,600	3,600	3,600
085	Weed Cutting	5,198	3,424	7,000	5,000	6,000	6,000
086	Building Board-Up	2,373	931	4,000	3,500	5,000	5,000
087	Building Demolition	0	0	5,000	8,580	9,495	9,495
	Category Total	29,011	27,591	39,124	38,719	42,674	42,674
DEPARTMENT TOTAL		1,698,634	1,243,358	1,459,934	1,352,119	1,604,374	1,604,374

KEY DEPARTMENTAL TRENDS

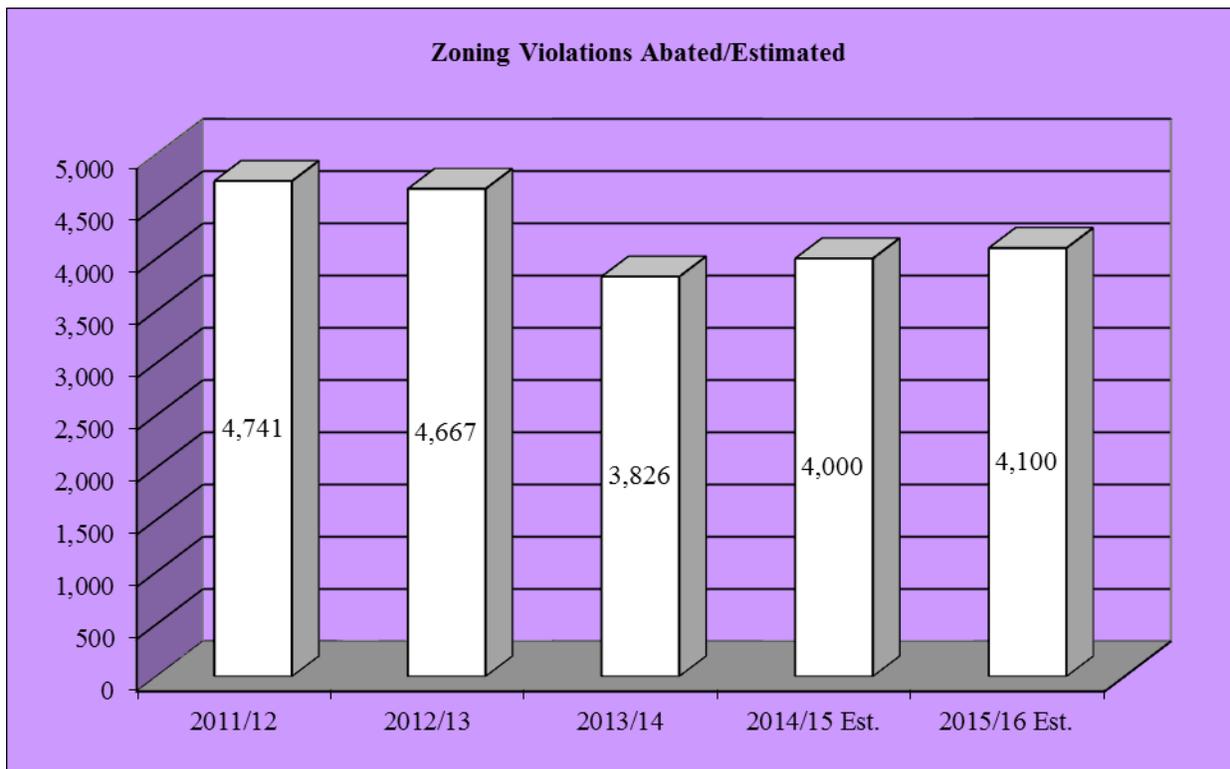
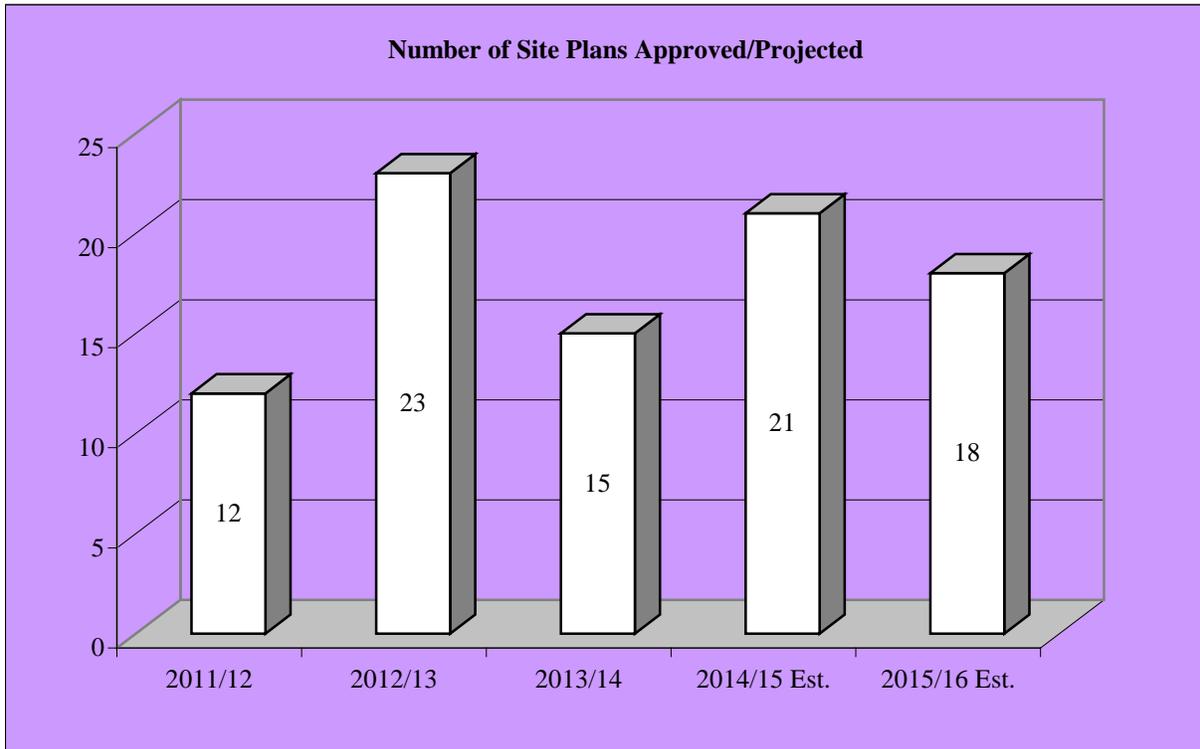
All Permits Issued/Estimated



Housing Rehabilitation Program Homes Assisted/Projected



KEY DEPARTMENTAL TRENDS (Continued)



PUBLIC SERVICES SUMMARY

DIV.		2012/13	2013/14	2014/15	2014/15	2015/16	2015/16
NO.	Category and Line Item	Actual	Actual	Current	Estimated	Proposed	Adopted
		Expenditures	Expenditures	Budget	Expenditures	Budget	Budget
PUBLIC SERVICES:							
440	DPS Administration	471,788	360,778	471,162	384,236	453,463	453,463
442	Road Maint & Supervision	314,401	364,199	382,700	372,894	380,526	380,526
444	Building Maintenance	494,554	395,878	471,476	489,106	549,801	549,801
449	Engineering	1,226,997	1,068,313	1,196,062	1,149,456	1,313,742	1,313,742
450	DPW Maintenance Facility	1,294,949	1,089,147	1,395,437	1,265,165	1,505,862	1,505,862
523	Waste Removal	3,512,855	3,547,982	3,665,392	3,822,669	3,779,938	3,779,938
TOTAL PUBLIC SERVICES		7,315,544	6,826,297	7,582,229	7,483,526	7,983,332	7,983,332

The Public Services Department comprises 14.4% of the General Fund's Proposed Budget.



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 salaries of these employees are partially reimbursed from the water and sewer funds.

GOALS

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

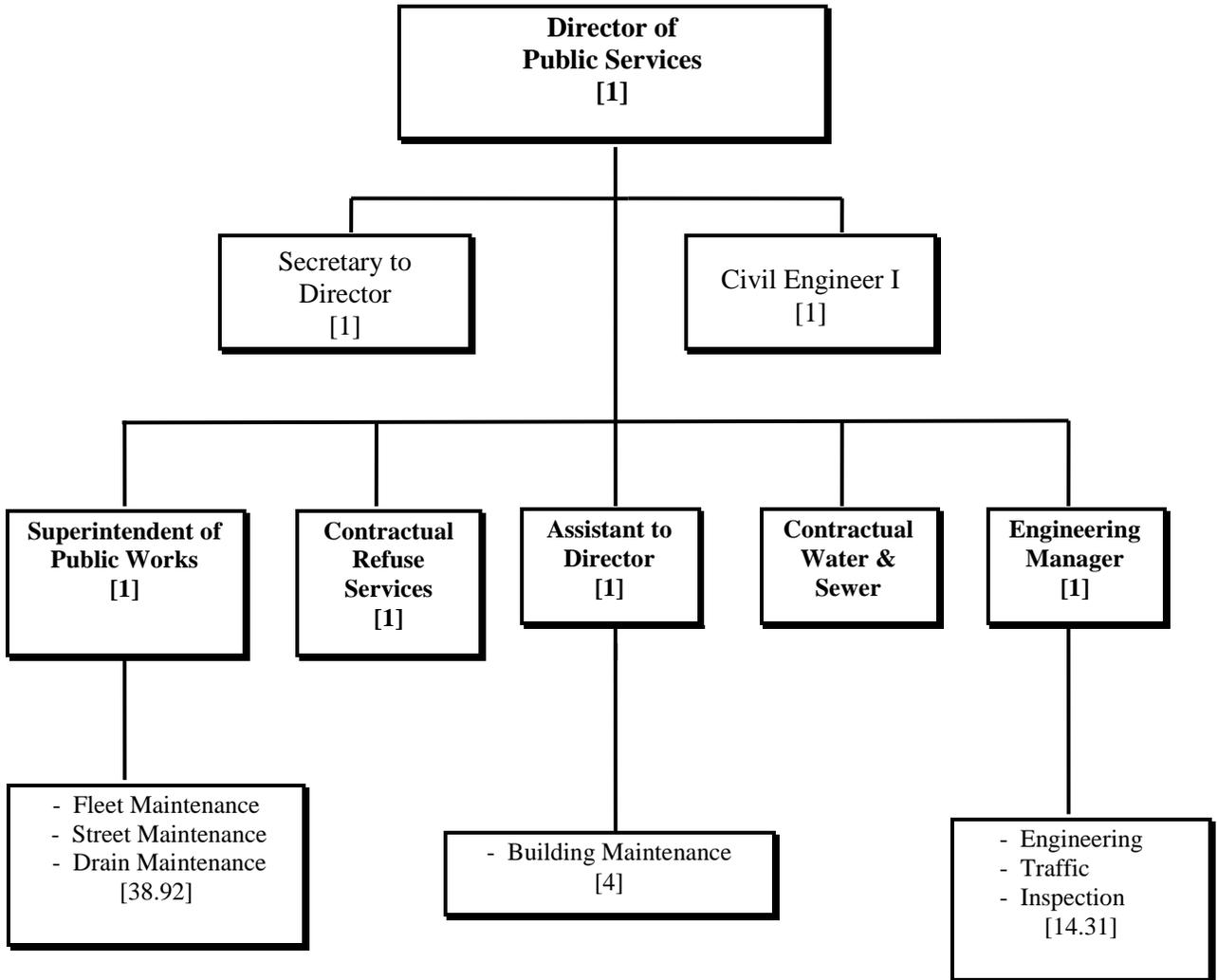
- To provide administration for the Department of Public Services including refuse disposal within the City, maintenance and repair of all public streets, public utilities, review and inspection of all right-of-way installations, and the maintenance of public buildings and properties. (1,13)
- To represent 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.

	Performance Indicators	FY 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Reports to council	72	70	70
	Meetings attended impacting the delivery of public services	275	275	275
Efficiency	% of City Council meetings attended	75%	75%	75%
	% of site plans for sewer fees reviewed within 48 hours	98%	98%	98%
	Activity Expenditures as a % of General Fund	0.72%	0.72%	0.82%

PUBLIC SERVICES



Total Full Time Equivalent [64.23]

ADMINISTRATION STAFFING LEVELS

Acct. 440	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 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	0	0	0
	Civil Engineer II	0	1	0	0
	Civil Engineer I	0	0	1	1
	Administration Division Total	4	4	4	4

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$86,926 or 18.5% 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 14-15.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$69,227 or 18% increase from the FY 14-15 year-end projection and \$17,699 or 3.8% decrease from the FY 14-15 budget.
- The budget to budget decrease results from approximately \$14,000 less personnel costs, \$500 less gas and oil costs, and \$3,200 less professional and contractual services.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
DPS Administration	\$471,788	\$360,778	\$471,162	\$384,236	\$453,463

DPS Administration

DEPARTMENT NUMBER: 440

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES							
010	Administrative & Clerical	294,921	231,433	299,952	293,729	302,645	302,645
106	Sick & Vacation	24,360	3,074	3,223	3,114	3,353	3,353
112	Overtime	1,513	797	2,181	2,181	2,181	2,181
200	Social Security	24,985	17,672	23,900	22,828	24,154	24,154
250	Blue Cross/Optical/Dental	36,222	31,417	55,932	43,359	44,098	44,098
275	Life Insurance	1,599	1,405	1,737	1,782	1,961	1,961
300	Pension - DC	20,397	21,002	29,323	28,920	29,362	29,362
305	Pension - DB	48,624	0	0	0	0	0
308	Post Retirement Healthcare	32,938	0	0	0	0	0
325	Longevity	10,220	2,146	2,615	2,668	3,129	3,129
350	Worker's Compensation	484	739	891	980	857	857
**	Reallocation to Sewer & WaterFund	(85,747)	(8,475)	(96,996)	(79,912)	(102,935)	(102,935)
	Category Total	410,516	301,210	322,758	319,649	308,805	308,805
(740) OPERATING SUPPLIES							
001	Gas & Oil	2,807	2,943	3,325	2,375	2,800	2,800
002	Books & Subscriptions	0	59	100	100	100	100
008	Supplies	5,048	2,296	3,000	3,000	3,000	3,000
	Category Total	7,855	5,298	6,425	5,475	5,900	5,900
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	2,383	2,885	3,710	3,950	5,990	5,990
002	Memberships & Licenses	32,166	31,980	33,617	33,617	33,170	33,170
004	Consultants	12,715	13,577	99,782	15,000	94,408	94,408
005	Fleet Insurance	840	840	840	840	840	840
006	Vehicle Maintenance	113	178	130	75	130	130
007	Office Equipment Maint	1,127	0	0	0	0	0
013	Education & Training	392	417	300	2,030	620	620
016	Telephone Expense	81	794	0	0	0	0
041	Auto Allowance	3,600	3,600	3,600	3,600	3,600	3,600
	Category Total	53,417	54,270	141,979	59,112	138,758	138,758
DEPARTMENT TOTAL		471,788	360,778	471,162	384,236	453,463	453,463

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 ninth 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 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
	Service Level	Maintenance contracts completed	30	32
Utility structure inspections		22	30	28
Community work programs work days supervised		19	20	20
Efficiency	Square yards of 8" concrete placed	5,004	5,500	8,500
	Tons of asphalt placed	1,892	3,000	5,700
	Lineal feet of re-ditching	10,000	10,500	11,000
	Miles per road maintenance personnel	16.1	15.2	15.2
	Activity Expenditures as a % of General Fund	0.73%	0.70%	0.69%

ROAD MAINTENANCE STAFFING LEVELS

Acct. 442 Title	Authorized Positions		Requested Positions	Authorized Positions
	13/14 Budget	14/15 Budget	15/16 Budget	15/16 Budget
(010) Administrative and Clerical				
Supervisor	2	3	3	3
Equipment Operator III	4	4	5	5
Sign Shop Technician	0	0	1	1
Equipment Operator II	11	9	7	7
Equipment Operator I	0	2	2	2
Laborer I	2	2	2	2
Total	19	20	20	20
(038) Seasonal Aide (FTE)	3.46	3.46	6.92	6.92
Department Total	22.46	23.46	26.92	26.92

Road Maintenance

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET

- \$9,806 or 2.6% decrease from the current budget.
- The decrease results primarily from projected less than budgeted professional contractual costs, partially offset by higher than budgeted operating supplies.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION

- \$7,632 or 2% increase from the FY 14-15 year-end projection and \$2,174 or 0.6% decrease from the FY 14-15 budget.
- The budget to budget decrease results from \$21,000 less professional contractual, and \$21,000 less capital outlay; partially offset by \$40,000 more operating supplies.
- In addition, \$131,700 in additional funding is being proposed for the hiring of eight seasonal employees and the promotion of an Equipment Operator III position, all of which will be allocated to the Road Funds.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
*Road Maintenance	\$314,401	\$364,199	\$382,700	\$372,894	\$380,526

* Net of Reimbursement from the Road Funds.

Road Maintenance

DEPARTMENT NUMBER: 442

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES						
010 Administrative & Clerical	912,413	964,925	1,021,130	1,010,065	1,069,416	1,069,416
015 Seasonal Aides	61,481	77,041	72,576	75,766	145,920	145,920
106 Sick & Vacation	5,631	6,210	4,547	12,900	4,572	4,572
112 Overtime	86,709	158,263	102,510	109,784	117,711	117,711
200 Social Security	83,531	94,340	97,071	95,888	106,583	106,583
250 Blue Cross/Optical/Dental	175,733	184,174	251,938	249,100	256,719	256,719
275 Life Insurance	1,619	1,748	1,844	1,956	2,036	2,036
300 Pension - DC	17,480	23,523	29,309	28,515	36,768	36,768
305 Pension - DB	191,144	0	0	0	0	0
308 Post Retirement Healthcare	129,483	0	0	0	0	0
325 Longevity	43,826	45,780	47,938	48,227	48,585	48,585
350 Worker's Compensation	17,165	40,049	41,632	41,621	46,877	46,877
Category Total	1,726,215	1,596,052	1,670,495	1,673,822	1,835,187	1,835,187
(740) OPERATING SUPPLIES						
001 Gas & Oil	121,988	163,193	111,821	121,800	147,000	147,000
002 Books & Subscriptions	0	64	150	150	150	150
008 Supplies	369	1,246	1,500	1,700	1,700	1,700
019 Uniforms	10,790	11,135	11,100	14,500	12,200	12,200
030 Tools & Misc. Small Equip.	8,353	8,330	9,000	9,000	9,000	9,000
034 Safety Equipment	9,009	8,720	9,200	10,600	12,300	12,300
Category Total	150,509	192,687	142,771	157,750	182,350	182,350
(801) PROFESSIONAL & CONTRACTUAL						
001 Conferences & Workshops	1,952	1,628	4,995	4,995	7,715	7,715
002 Memberships & Licenses	1,012	1,173	1,234	1,240	1,325	1,325
005 Fleet Insurance	17,755	17,490	19,602	19,602	20,511	20,511
006 Vehicle Maintenance	86,517	101,752	90,000	76,000	76,000	76,000
008 Equipment Maintenance	2,134	2,014	2,500	2,000	2,500	2,500
013 Education & Training	2,758	874	4,670	4,670	4,125	4,125
029 Cemetery Maintenance	58	739	1,000	1,000	1,000	1,000
030 Emergency Meal Allowance	732	2,094	1,000	1,000	1,000	1,000
071 Contractual Projects	2,770	0	20,000	10,000	10,000	10,000
Category Total	115,688	127,766	145,001	120,507	124,176	124,176

Road Maintenance

DEPARTMENT NUMBER: 442

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(970) CAPITAL OUTLAY						
002 Office Equipment	6,975	4,316	0	0	3,500	3,500
020 Equipment	10,749	35,182	55,728	60,000	33,500	33,500
058 Trucks	30,480	4,248	39,200	34,637	37,000	37,000
Category Total	48,204	43,746	94,928	94,637	74,000	74,000
GROSS DEPARTMENT TOTAL	2,040,616	1,960,251	2,053,195	2,046,716	2,215,713	2,215,713
Less: Road Funds Reimbursement	(1,726,215)	(1,596,052)	(1,670,495)	(1,673,822)	(1,835,187)	(1,835,187)
NET DEPARTMENT TOTAL	314,401	364,199	382,700	372,894	380,526	380,526

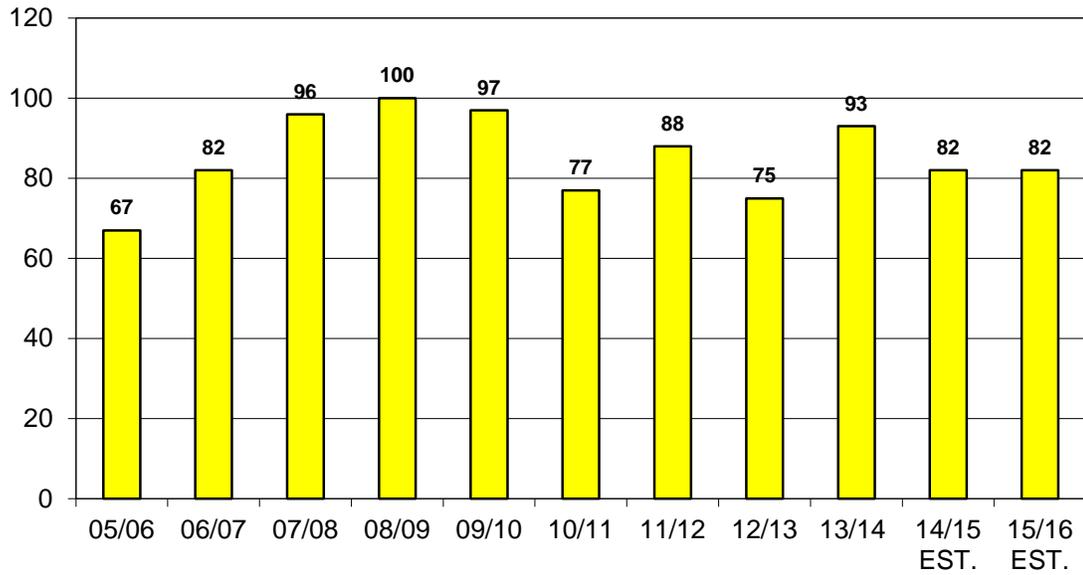
In addition to the Road Fund's Reimbursement for Personnel Costs netted above, General Fund Revenue reflects Fees from the Road Fund's for Equipment Rental.

Capital Outlay Schedule FY 2015/16

Acct. No.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
					Quantity	Amount
002		OFFICE EQUIPMENT				
1		Replace employee exercise equipment	3,500	3,500	1	3,500
		Office Equipment Subtotal		3,500		3,500
020		EQUIPMENT				
1		GPS Vehicle Tracking Annual System Maintenance Costs	6,000	6,000	1	6,000
1		Tandem-Axle Utility Trailer	4,000	4,000	1	4,000
1		Single-Axle Pipe Transportation Trailer	9,500	9,500	1	9,500
1		Garage Shelving	6,000	6,000	1	6,000
1		Pole Camera Accessories	8,000	8,000	1	8,000
		Equipment Subtotal		33,500		33,500
058		TRUCKS				
1		Pick-Up Truck	32,000	32,000	1	32,000
1		Plow	5,000	5,000	1	5,000
		Truck Subtotal		37,000		37,000
		TOTAL		74,000		74,000

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 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Community Work Program work days supervised	42	41	41
	Requests for maintenance service	1,267	1,820	1,820
	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	0.79%	0.92%	0.99%

BUILDING MAINTENANCE STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 Budget
(010)					
	Building Maintenance Supervisor	1	1	1	1
	Building Maintenance Technician	1	1	1	1
	Building Maintenance Worker	2	2	2	2
	Building Maint. Division Total	4	4	4	4

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$17,630 or 3.7% increase from the current budget.
- The increase results primarily from the use of part-time workers to backfill the Building Maintenance worker currently on worker’s compensation, as well as increased utility costs.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$60,695 or 12.4% increase from the FY 14-15 year-end projection and \$78,325 or 16.6% increase over the FY 14-15 adopted budget.
- The budget to budget increase results primarily from increased personnel costs, increased uniform costs, increased utilities and building repair & maintenance, and increased capital outlay.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Building Maintenance	\$494,554	\$395,878	\$471,476	\$489,106	\$549,801

Building Maintenance

DEPARTMENT NUMBER: 444

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES							
010	Salaries	179,444	183,507	183,495	179,500	195,097	195,097
038	Part-time	0	0	0	6,576	0	0
106	Sick & Vacation	2,539	4,992	5,020	5,070	4,861	4,861
112	Overtime	6,396	9,871	13,901	13,000	13,000	13,000
200	Social Security	16,068	16,870	17,579	17,517	20,373	20,373
250	Blue Cross/Optical/Dental	48,615	47,492	59,722	65,987	75,008	75,008
275	Life Insurance	365	365	369	421	509	509
300	Pension - DC	4,999	5,029	5,032	6,125	10,207	10,207
305	Pension - DB	35,815	0	0	0	0	0
308	Post Retirement Healthcare	24,262	0	0	0	0	0
325	Longevity	8,059	8,650	8,789	8,855	9,216	9,216
350	Worker's Compensation	1,904	4,024	4,224	4,134	4,821	4,821
	Category Total	<u>328,466</u>	<u>280,799</u>	<u>298,131</u>	<u>307,185</u>	<u>333,092</u>	<u>333,092</u>
(740) OPERATING SUPPLIES							
001	Gas & Oil	740	767	963	875	980	980
008	Supplies	8,156	8,447	10,000	8,500	10,000	10,000
019	Uniforms	1,013	855	982	1,386	1,520	1,520
	Category Total	<u>9,909</u>	<u>10,069</u>	<u>11,945</u>	<u>10,761</u>	<u>12,500</u>	<u>12,500</u>
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	0	0	1,370	1,000	700	700
002	Memberships & Licenses	17	300	2,020	0	300	300
005	Fleet Insurance	366	510	520	520	559	559
006	Vehicle Maintenance	187	121	850	500	150	150
013	Education & Training	840	780	1,000	1,000	1,000	1,000
025	Utilities	86,334	56,451	55,500	68,000	80,000	80,000
029	Building Maintenance	68,435	46,848	58,240	58,240	67,000	67,000
	Category Total	<u>156,179</u>	<u>105,010</u>	<u>119,500</u>	<u>129,260</u>	<u>149,709</u>	<u>149,709</u>
(970) CAPITAL OUTLAY							
015	Vehicles	0	0	28,500	28,500	0	0
020	Computerized Asset Management	0	0	0	0	29,500	29,500
036	Building Improvements	0	0	13,400	13,400	25,000	25,000
	Category Total	<u>0</u>	<u>0</u>	<u>41,900</u>	<u>41,900</u>	<u>54,500</u>	<u>54,500</u>
DEPARTMENT TOTAL		<u>494,554</u>	<u>395,878</u>	<u>471,476</u>	<u>489,106</u>	<u>549,801</u>	<u>549,801</u>

Building Maintenance

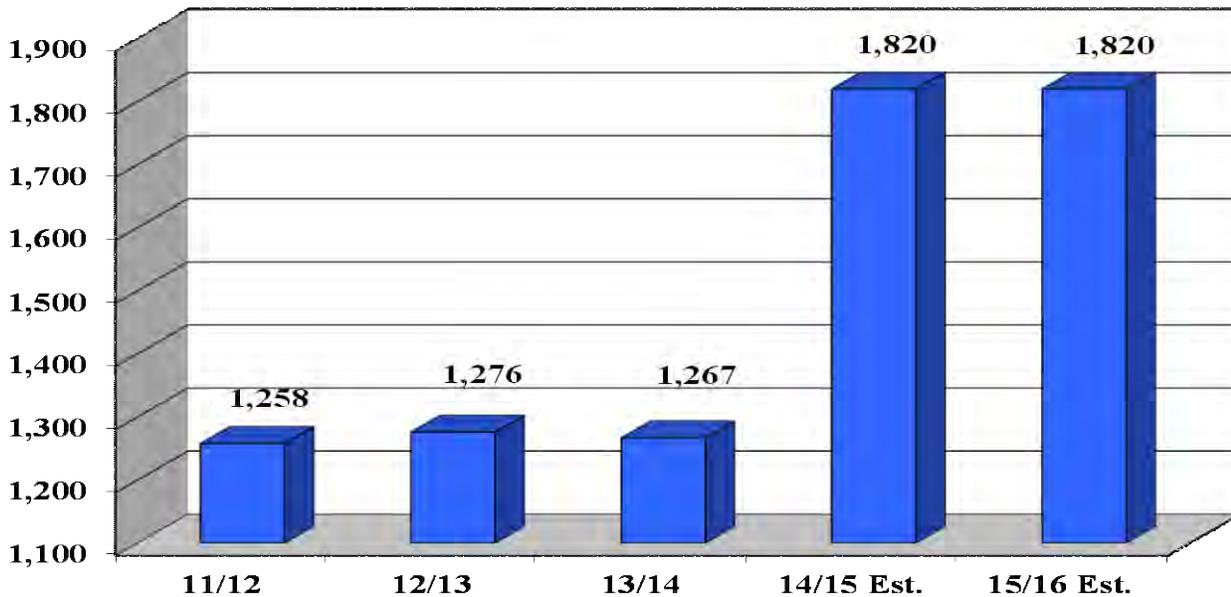
Capital Outlay

Department Number: 444

Acct.		Item Description	Unit Cost	Budget Request	Manager's Budget	
No.	Quantity				Quantity	Amount
020		Equipments				
		Management System				
	1	Computerized Asset Management System Facilities Module	29,500	29,500	1	29,500
		Total Equipments		<u>29,500</u>		<u>29,500</u>
036		Building Improvements				
	1	Way finding signage	25,000	25,000	1	25,000
		Total Building Improvements		<u>25,000</u>		<u>25,000</u>
		CAPITAL OUTLAY TOTAL		<u>54,500</u>		<u>54,500</u>

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 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Contracts Let (number)	10	16	10
	Contracts Let (amount)	\$5,892,613	\$8,581,835	\$16,676,158
	Site Plans Reviewed	13	11	12
	Subdivision/Locations Participating in SAFE-TE ³	2	2	2
	Citizen Service Requests	206	204	275
Efficiency	Percent first reviews within four weeks	50%	100%	62%
	Activity Expenditures as a % of General Fund	2.14%	2.16%	2.37%

ENGINEERING STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 Budget
(010) Salaries and Wages					
	Engineering Manager	1	1	1	1
	Senior Engineer	1	0	0	0
	Chief Engineering Inspector	1	1	1	1
	Design Technician	1	1	1	1
	Traffic Engineer	1	1	1	1
	Civil Engineer III	1	1	1	1
	Civil Engineer II	0	1	1	1
	Civil Engineer I	1	1	1	1
	Engineering Aide IV	1	1	1	1
	Engineering Aide III	2	1	1	1
	Engineering Aide II	1	2	2	2
	Clerk Typist II	1	1	0	0
	Clerk Typist I	1	0	1	1
	Engineering Office Aide	0	1	1	1
	Total	13	13	13	13
(038) Part-time (FTE)					
	Part-Time	2.31	2.31	2.31	2.31
	Total	2.31	2.31	2.31	2.31
	Engineering Division Total	15.31	15.31	15.31	15.31

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$46,606 or 3.9% decrease from the current budget and adopted budget.
- The decrease results primarily from one employee delaying retirement and not cashing out the available sick and vacation leave balances, less gas & oil expenditures, and less professional contractual expenditures.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$164,286 or 14.3% increase from the FY 14-15 year-end projection and \$117,680 or 9.8% increase from the FY 14-15 budget.
- The budget to budget increase results primarily from 2% wage increases, expanded part-time and overtime anticipated to support road bond millage Projects, a decrease in the Water and Sewer Fund reallocations as support services shift more to road Projects; an increase in professional and contractual services; partially offset by reductions in operating supplies and capital outlay.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Engineering	\$1,226,997	\$1,068,313	\$1,196,062	\$1,149,456	\$1,313,742

Engineering Division

DEPARTMENT NUMBER: 449

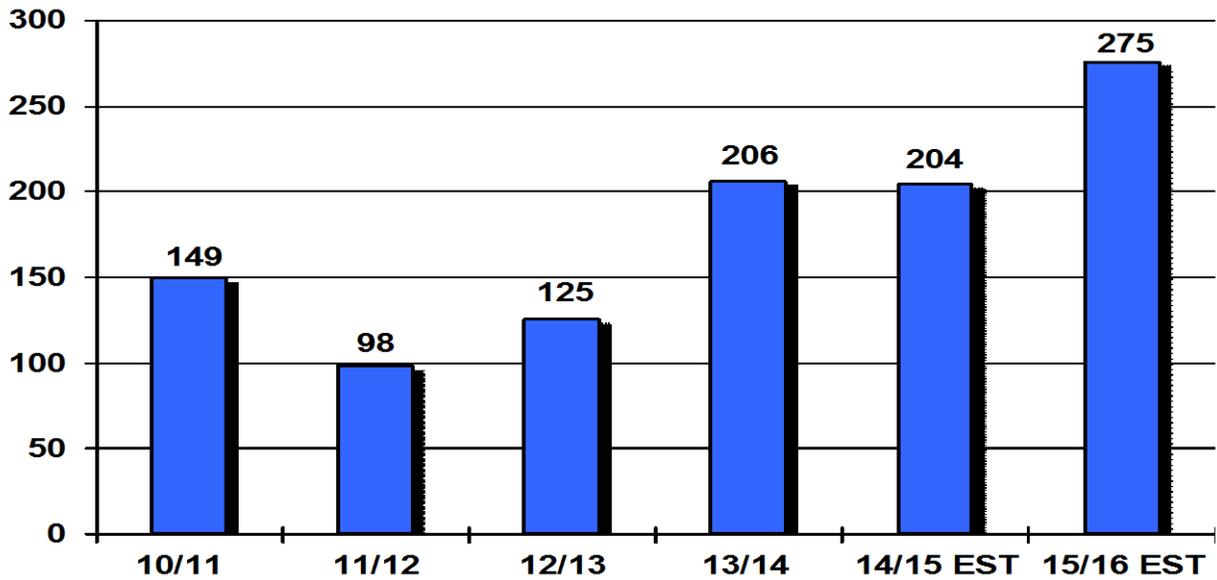
Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES							
010	Salaries & Wages	682,414	702,974	776,603	768,033	807,866	807,866
038	Part-time	58,412	43,862	84,650	55,148	91,875	91,875
106	Sick & Vacation	38,792	35,940	35,709	11,733	35,410	35,410
112	Overtime	96,913	96,564	120,600	142,583	158,600	158,600
200	Social Security	68,865	68,268	80,473	76,380	86,111	86,111
250	Blue Cross/Optical/Dental	114,893	111,267	145,373	149,638	157,870	157,870
275	Life Insurance	2,808	2,632	3,240	3,306	3,690	3,690
300	Pension - DC	17,255	26,251	31,357	38,886	39,200	39,200
305	Pension - DB	147,531	0	0	0	0	0
308	Post Retirement Healthcare	99,939	0	0	0	0	0
325	Longevity	38,277	35,397	34,341	30,178	31,896	31,896
350	Worker's Compensation	2,562	5,892	5,456	5,115	5,386	5,386
	Reallocation to Water Fund	(208,969)	(85,964)	(217,974)	(217,974)	(177,450)	(177,450)
	Reallocation to Sewer Fund	(15,815)	(33,444)	(32,822)	(32,822)	(40,756)	(40,756)
	Category Total	1,143,877	1,009,639	1,067,006	1,030,204	1,199,699	1,199,699
(740) OPERATING SUPPLIES							
001	Gas & Oil	21,501	20,186	24,150	18,000	20,160	20,160
002	Books & Subscriptions	0	0	680	335	791	791
008	Supplies	9,588	14,388	9,023	8,838	9,500	9,500
	Category Total	31,089	34,574	33,853	27,173	30,451	30,451
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	4,353	2,384	6,340	3,823	6,080	6,080
002	Memberships & Licenses	846	1,373	1,578	1,968	2,299	2,299
004	Consultants	0	0	1,000	0	1,350	1,350
005	Fleet Insurance	2,200	2,160	2,326	2,326	2,463	2,463
006	Vehicle Maintenance	3,902	7,655	4,000	4,500	3,900	3,900
007	Office Equip. Maintenance	1,600	767	4,800	1,500	6,800	6,800
009	Consulting & Review Fee	9,599	0	1,000	0	1,350	1,350
013	Education & Training	1,465	3,873	3,050	3,600	5,350	5,350
024	Printing Services	32	397	0	30	0	0
	Category Total	23,997	18,608	24,094	17,747	29,592	29,592
(970) CAPITAL OUTLAY							
002	Office Equipment	1,802	1,244	2,148	1,244	17,000	17,000
015	Inspection Vehicles	26,232	4,248	68,961	73,088	37,000	37,000
	Category Total	28,034	5,492	71,109	74,332	54,000	54,000
	DEPARTMENT TOTAL	1,226,997	1,068,313	1,196,062	1,149,456	1,313,742	1,313,742

CAPITAL OUTLAY

Acct. 970	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
					Quantity	Amount
002	1	Office Equipment/Plotter	17,000	17,000	1	17,000
Total Office Equipments				17,000		17,000
015	1	Truck	32,000	32,000	1	32,000
	1	Snow Plow	5,000	5,000	1	5,000
Total Vehicle Costs				37,000		37,000
CAPITAL OUTLAY TOTAL				54,000		54,000

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)
- Promote more shared use of City fleet by all departments through the use of higher-quality pool 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.
- Improve the quality of the automobiles in the fleet.

DPW Maintenance Facility

Service Level	Performance Indicators	FY 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
	Parts Received	215,104	219,349	221,000
	Parts Issued	210,682	207,637	210,000
	Fuel Gallons	248,962	237,190	255,500
	Number of Vehicles and Equipment	405	440	443
	Average Age of Vehicles and Equipment	5	5.13	5.12
	New Vehicles and Equipment Purchased	22	25	26
	Efficiency	Activity Expenditures as a % of General Fund	2.19%	2.38%

DPW MAINTENANCE FACILITY STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 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	3	3	3
	Mechanic I	1	0	1	1
	Inventory & Repair Coordinator	1	1	1	1
	Building Maint Tech.	1	1	1	1
	Total Full-time	10	11	12	12
	(038) Part-time	1.0	1.0	1.0	1.0
	DPW Maintenance Facility Total	11.00	12.00	13.00	13.00

DPW Maintenance Facility

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$130,272 or 9.3% decrease from the current budget.
- The decrease results primarily from budget savings in the areas of personnel, supplies, and capital outlay; partially offset by increases in professional contractual expenditures and a reduction in inter-departmental charge-backs.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$240,697 or 19% increase from the FY 14-15 year-end projection and \$110,425 or 7.9% increase from the FY 14-15 budget.
- The budget to budget increase results primarily from increased personnel and professional contractual expenditures; partially offset by lower operating supplies and capital outlay.
- The proposed increase in personnel costs includes \$90,137 in additional funding for the creation of a new Mechanic I position.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
DPW Maintenance Facility	\$1,294,949	\$1,089,147	\$1,395,437	\$1,265,165	\$1,505,862

DPW Maintenance Facility

DEPARTMENT NUMBER: 450

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) SALARIES & WAGES							
015	Supervision/Sec./Mech.	548,763	559,154	613,209	590,843	691,251	691,251
038	Part-time	29,414	27,162	43,970	16,000	43,970	43,970
106	Sick & Vacation	11,908	4,343	17,010	6,433	29,967	29,967
112	Overtime	42,558	60,923	49,330	49,192	61,543	61,543
200	Social Security	49,977	51,734	58,026	53,010	66,094	66,094
250	Blue Cross/Optical/Dental	98,422	110,089	154,330	155,236	194,522	194,522
275	Life Insurance	1,171	1,226	1,328	1,325	1,587	1,587
300	Pension - DC	8,303	11,511	18,336	14,584	25,553	25,553
305	Pension - DB	125,840	0	0	0	0	0
308	Post Retirement Healthcare	85,245	0	0	0	0	0
325	Longevity	33,003	34,991	34,992	35,690	37,237	37,237
350	Worker's Compensation	4,065	8,584	9,942	9,767	11,376	11,376
	Category Total	1,038,669	869,715	1,000,473	932,080	1,163,100	1,163,100
(740) OPERATING SUPPLIES							
001	Fuel & Oil Inventory	700,910	771,069	795,234	637,300	763,245	763,245
002	Books & Subscriptions	1,595	395	2,400	2,400	2,400	2,400
008	Supplies	8,550	8,809	7,800	7,800	7,800	7,800
009	Gas & Oil	7,394	6,931	8,400	6,250	7,280	7,280
012	Mechanics Tool Allowance	3,129	3,313	3,125	3,750	3,750	3,750
076	Auto/Truck Parts	176,342	205,372	217,900	201,750	200,900	200,900
085	Misc. Auto/Truck Supplies	16,280	14,068	16,000	16,000	16,000	16,000
	Category Total	914,200	1,009,957	1,050,859	875,250	1,001,375	1,001,375
(801) PROFESSIONAL & CONTRACTUAL							
001	Conferences & Workshops	1,849	3,275	6,025	6,025	4,595	4,595
002	Memberships & Licenses	1,366	1,004	1,120	1,120	1,065	1,065
005	Fleet Insurance	1,036	1,170	1,237	1,237	1,302	1,302
006	Vehicle Maintenance	2,056	3,690	1,500	3,600	2,600	2,600
007	Office Equip. Maintenance	5,023	4,715	6,300	5,000	6,300	6,300
008	Garage Equip. Maintenance	920	2,871	5,000	4,000	5,000	5,000
013	Education & Training	260	319	1,320	3,500	1,320	1,320
025	Utilities Expense	64,581	66,805	70,150	73,100	76,000	76,000
027	Radio Maintenance	0	0	4,960	10,000	2,000	2,000
029	Building Maintenance	22,141	16,190	37,175	32,000	32,000	32,000
046	Custodial Contract	8,187	7,056	15,000	15,000	15,000	15,000
056	Refuse Removal	6,184	6,561	9,000	9,000	9,100	9,100
104	Subcontract Repairs	37,483	55,553	39,034	75,900	74,000	74,000
	Category Total	151,086	169,208	197,821	239,482	230,282	230,282

DPW Maintenance Facility

DEPARTMENT NUMBER: 450

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(970) CAPITAL OUTLAY						
001 Office Furniture	4,163	0	0	0	0	0
002 Office Equipment	2,720	0	0	0	0	0
007 Garage Equipment	9,251	3,495	9,050	7,879	34,450	34,450
015 Vehicles	62,556	25,375	135,061	98,400	103,000	103,000
019 Radio Equipment	0	0	0	0	2,800	2,800
036 Building Improvements	38,744	16,159	20,000	20,000	0	0
Category Total	<u>117,434</u>	<u>45,029</u>	<u>164,111</u>	<u>126,279</u>	<u>140,250</u>	<u>140,250</u>
Total Expenditures	2,221,389	2,093,909	2,413,264	2,173,091	2,535,007	2,535,007
Less Interdepartment Billings	<u>(926,440)</u>	<u>(1,004,762)</u>	<u>(1,017,827)</u>	<u>(907,926)</u>	<u>(1,029,145)</u>	<u>(1,029,145)</u>
DEPARTMENT TOTAL	<u>1,294,949</u>	<u>1,089,147</u>	<u>1,395,437</u>	<u>1,265,165</u>	<u>1,505,862</u>	<u>1,505,862</u>

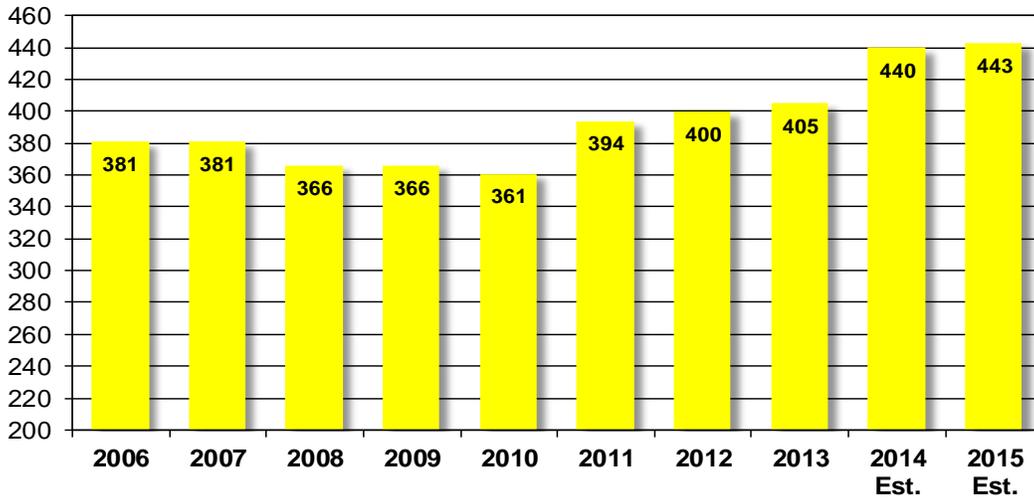
This Division's operations are partially supported by Reimbursements for Fuel & Maintenance costs from other local governments.

CAPITAL OUTLAY

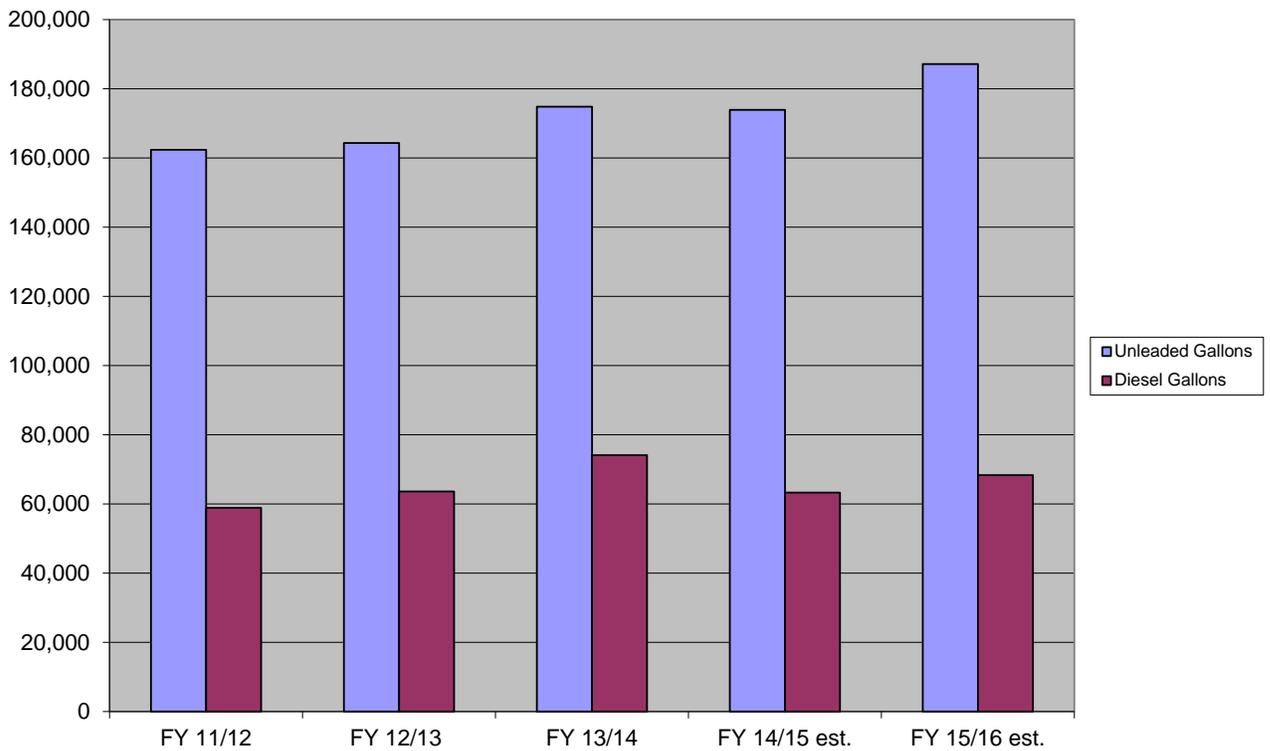
Acct. 970	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
					Quantity	Amount
007		GARAGE EQUIPMENT				
	2	Scan Tool Update	4,000	8,000	2	8,000
	1	Tech II Scan Tool Update	1,200	1,200	1	1,200
	1	Tire Machine	4,000	4,000	1	4,000
	1	Welder	6,750	6,750	1	6,750
	1	Floor Scrubber	14,500	14,500	1	14,500
		Total Equipment Subtotal		<u>34,450</u>		<u>34,450</u>
015		VEHICLES				
	1	Pick-Up Truck	32,000	32,000	1	32,000
	1	Plow	5,000	5,000	1	5,000
	3	Automobile	22,000	66,000	3	66,000
		Total Vehicles		<u>103,000</u>		<u>103,000</u>
019		RADIO EQUIPMENT				
	2	Mobile Radios	1,400	2,800	2	2,800
		Total Radio Equipment		<u>2,800</u>		<u>2,800</u>
		CAPITAL OUTLAY TOTAL		<u>140,250</u>		<u>140,250</u>

KEY DEPARTMENTAL TRENDS

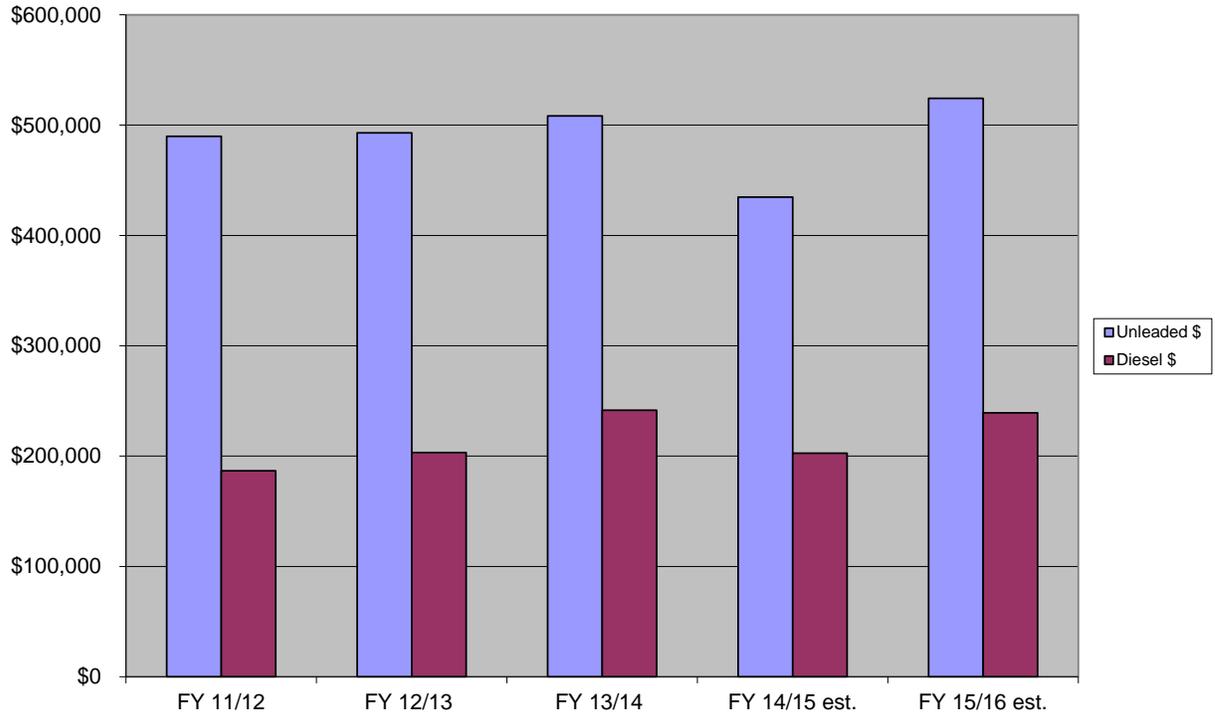
Number of Vehicles and Equipment Maintained



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 2015. 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 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Pounds of waste per household	2,472	2,431	2,500
	Dwelling units served	23,227	23,296	23,420
Efficiency	Diversion rate	44.2%	43.5%	47%
	Waste Landfilled	55.8%	56.5%	53.0%
	Farmington Hills attendance at all 5 Household Hazardous Waste events	2,200	2,225	2,275
	Activity Expenditures as a % of General Fund	7.12%	7.18%	6.83%

Waste Collection/Recycling

WASTE COLLECTION/RECYCLING STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 Budget
(010)	Full time				
	Clerk Typist I	1	1	1	1
	Total	1	1	1	1
	Department Total	1	1	1	1

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$157,277 or 4.3% increase from the current budget.
- The increase results primarily from more collection contract costs than budgeted

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$42,731 or 1.1% decrease from the FY 14-15 year-end projection and \$114,546 or 3.1% increase from the FY 14-15 budget.
- The budget to budget increase results primarily from collection contract increases.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Waste Collection	\$3,512,855	\$3,547,982	\$3,665,392	\$3,822,669	\$3,779,938

Waste Collection/Recycling

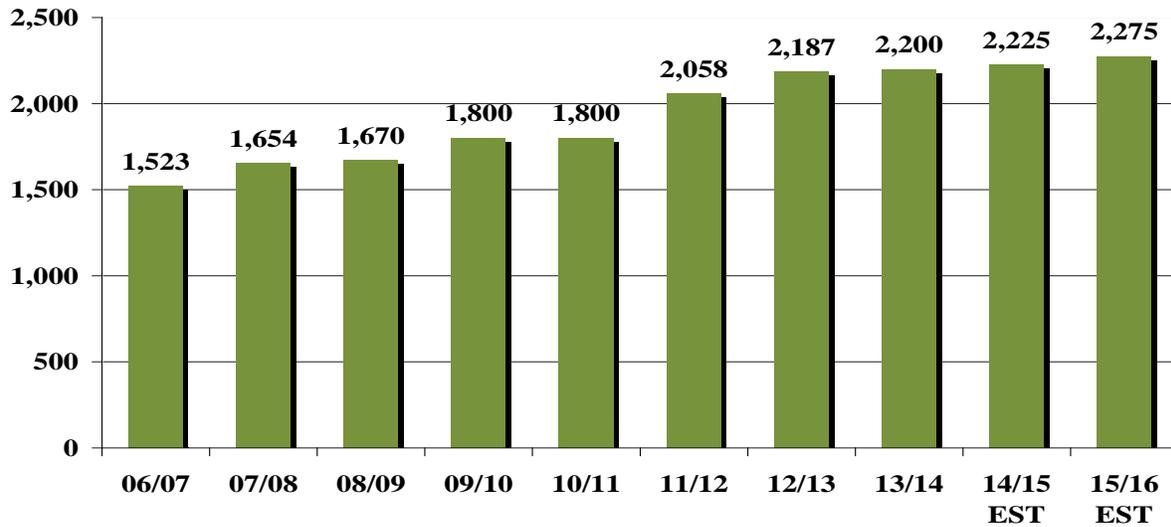
DEPARTMENT NUMBER: 523

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702)	SALARIES & WAGES						
010	Salaries & Wages	22,372	17,441	31,223	29,880	31,807	31,807
038	Part-time	6,353	0	0	0	0	0
106	Sick And Vacation	0	790	0	0	0	0
112	Overtime	189	42	0	0	0	0
200	Social Security	2,187	1,351	2,381	2,180	2,419	2,419
250	Blue Cross/Optical/Dental	14,511	3,586	17,501	17,501	18,495	18,495
275	Life Insurance	84	38	114	70	126	126
300	Pension - DC	3,631	2,757	4,622	4,490	4,680	4,680
350	Workers Compensation	46	42	66	63	66	66
	Category Total	<u>49,373</u>	<u>26,047</u>	<u>55,907</u>	<u>54,184</u>	<u>57,593</u>	<u>57,593</u>
(740)	OPERATING SUPPLIES						
008	Miscellaneous	1,321	990	1,200	2,200	2,200	2,200
	Category Total	<u>1,321</u>	<u>990</u>	<u>1,200</u>	<u>2,200</u>	<u>2,200</u>	<u>2,200</u>
(801)	PROFESSIONAL & CONTRACTUAL						
056	Collection Contract	3,292,084	3,355,326	3,426,400	3,584,400	3,537,800	3,537,800
058	Recycling Center	10,182	10,369	17,210	17,210	17,670	17,670
059	Contribution to RRRASOC	99,675	99,675	99,675	99,675	99,675	99,675
060	Disposal of Household Hazardous Materials	60,220	55,575	65,000	65,000	65,000	65,000
	Category Total	<u>3,462,161</u>	<u>3,520,945</u>	<u>3,608,285</u>	<u>3,766,285</u>	<u>3,720,145</u>	<u>3,720,145</u>
	Total Refuse Removal Expenditures	<u>3,512,855</u>	<u>3,547,982</u>	<u>3,665,392</u>	<u>3,822,669</u>	<u>3,779,938</u>	<u>3,779,938</u>

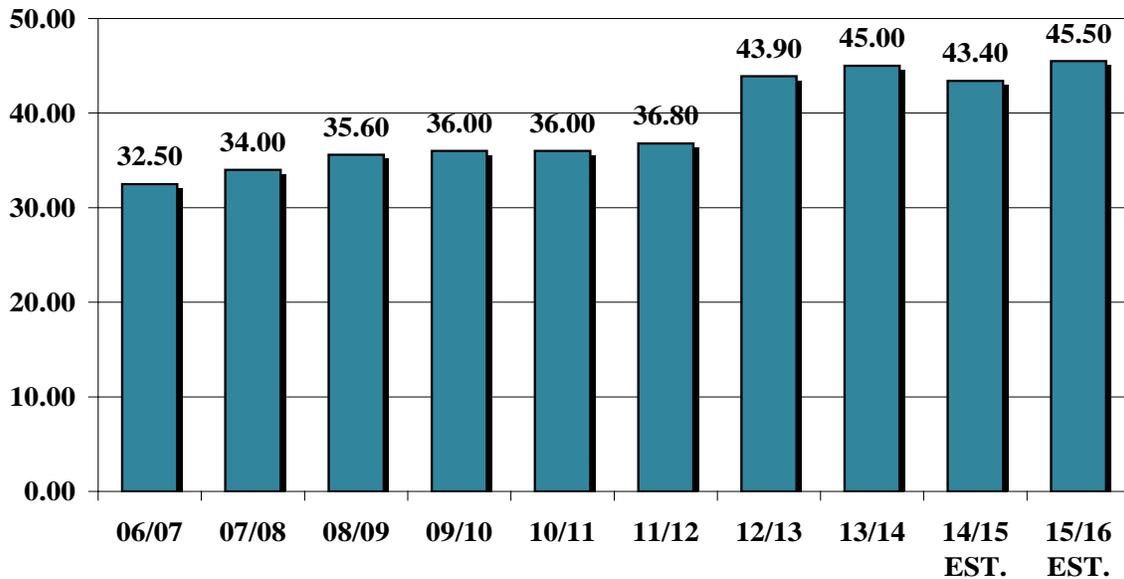
This Division is supported primarily by a Refuse Collection & Disposal Dedicated Millage and Recycling User Fees.

KEY DEPARTMENTAL TRENDS

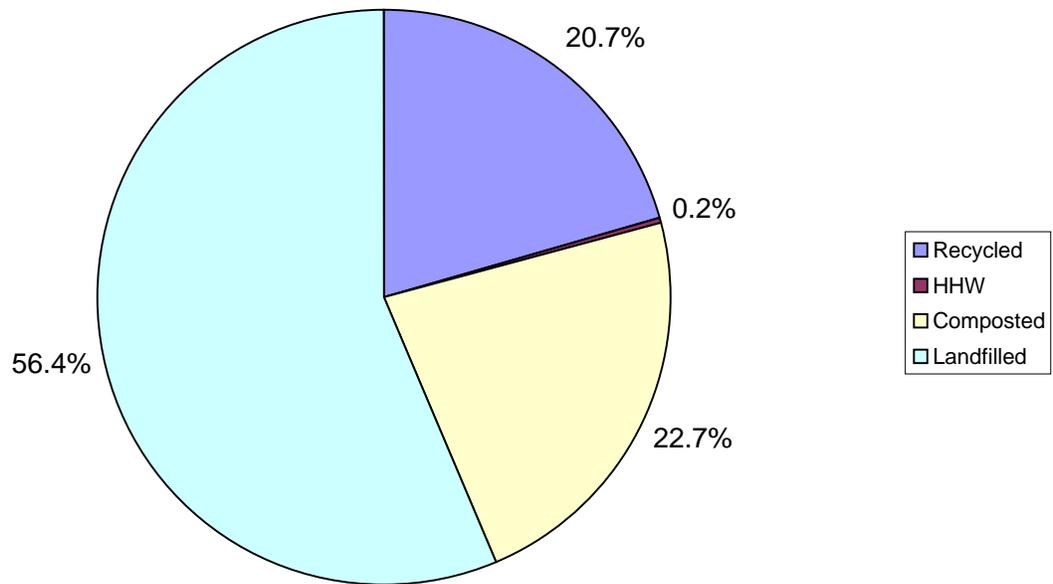
Number of Cars Participating in HazMat Events



Percent of Recycled and Composted Materials Diverted from Landfill



Diversion Rate - 2014



SPECIAL SERVICES SUMMARY

DIV.		2012/13	2013/14	2014/15	2014/15	2015/16	2015/16
NO.	Category and Line Item	Actual	Actual	Current	Estimated	Proposed	Adopted
		Expenditures	Expenditures	Budget	Expenditures	Budget	Budget
SPECIAL SERVICES:							
752	Administration	1,983,784	1,730,859	1,762,379	1,803,293	1,873,982	1,873,982
760	Youth Services	410,700	361,186	339,895	366,349	383,836	383,836
765	Senior Services	784,586	785,431	825,726	834,371	881,096	881,096
770	Parks Maintenance	1,465,876	1,341,425	1,460,609	1,478,230	1,571,464	1,571,464
775	Cultural Arts	390,467	384,908	352,033	362,059	389,651	389,651
780	Golf Course	743,832	724,244	716,062	725,874	738,187	738,187
785	Recreation Programs	455,881	479,477	445,814	469,438	499,797	499,797
790	Ice Arena	1,008,873	895,638	995,801	1,004,958	1,131,868	1,131,868
TOTAL SPECIAL SERVICES		7,243,999	6,703,168	6,898,319	7,044,572	7,469,881	7,469,881

The Special Services Department comprises 13.5% of the General Fund's Proposed Budget and is supported primarily from Recreation User Fee (\$4,493,455), an appropriation from the Parks Millage (\$1,307,850), a SMART Grant (\$224,000), and Reimbursements from Oakland Community College for part-time employees (\$9,000).



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 3.39% of the General Fund Budget in FY 2015/16.

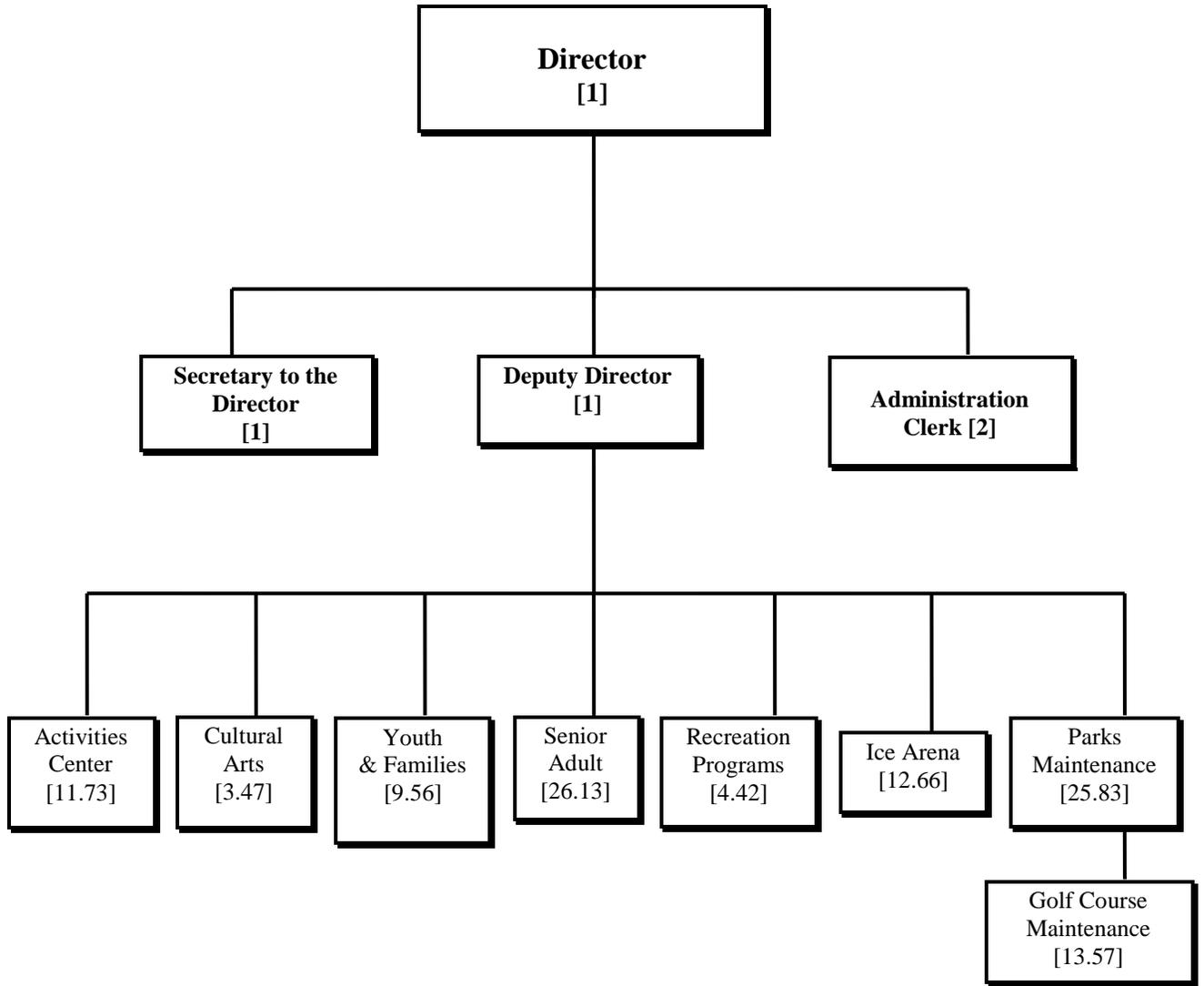
The Department provides a wide variety of programs, services and facilities to the residents. The City has experienced rapid growth since the early 1980's, and the Department is endeavoring to keep pace with the growing and diverse requests for leisure activities and facilities. Land acquisition, facility 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)
- Develop and implement a facility Master Plan for the Costick Center for future planning of repairs and possible renovation/expansion. (2,8)
- 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 [112.37]

ADMINISTRATION STAFFING LEVELS

Acct.	752 Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 Budget
(702) ADMINISTRATION					
(010) Administration					
	Director	1	1	1	1
	Deputy Director	1	1	1	1
	Facilities Coordinator	1	1	1	1
	Secretary to the Director	1	1	1	1
	Bldg. Maintenance Tech.	1	1	1	1
	Department Aide	1	1	1	1
	Clerk Typist II	1	1	1	1
	Total	7	7	7	7
(011) Program Management					
	Recreation Supervisor	3	4	4	4
	Recreation Superintendent	1	0	0	0
		4	4	4	4
(038) Part-time					
		9.95	9.98	10.15	10.15
ADMINISTRATION TOTAL		20.95	20.98	21.15	21.15

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$40,914 or 2.3% increase from the current budget.
- The increase results primarily from projected more personnel costs (\$25,000) and more professional contractual expenditures (\$16,000).

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$70,689 or 3.9% increase from the FY 14-15 year-end projection and \$111,603 or 6.3% increase from the FY 14-15 budget.
- The budget to budget increase results primarily from salary/wage and benefit increases and additional funding for office equipment maintenance & rent, printing costs and special projects.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
S.S. Administration	\$1,983,784	\$1,730,859	\$1,762,379	\$1,803,293	\$1,873,982

Administration

DEPARTMENT NUMBER: 752

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) Salaries & Wages							
010	Administrative & Clerical	365,684	395,258	395,094	412,541	422,785	422,785
011	Program Management	217,175	211,980	216,270	221,142	228,631	228,631
038	Part-time	232,749	239,608	245,531	244,669	271,830	271,830
106	Sick & Vacation	35,949	8,092	7,856	10,000	11,805	11,805
112	Overtime	5,115	3,177	3,302	3,325	3,288	3,288
200	Social Security	67,255	67,723	68,627	67,064	74,619	74,619
250	Blue Cross/Optical/Dental	111,676	94,367	114,952	114,952	117,493	117,493
255	Part-time Health Insurance	0	0	0	2,025	8,100	8,100
275	Life Insurance	1,879	2,010	2,021	2,300	2,354	2,354
300	Pension - DC	8,965	18,345	18,756	19,045	19,725	19,725
305	Pension - DB	145,141	0	0	0	0	0
308	Post Retirement Healthcare	98,320	0	0	0	0	0
325	Longevity	22,752	21,257	24,608	25,081	27,617	27,617
350	Worker's Compensation	5,218	10,049	10,247	10,625	11,373	11,373
	Category Total	<u>1,317,878</u>	<u>1,071,867</u>	<u>1,107,264</u>	<u>1,132,769</u>	<u>1,199,620</u>	<u>1,199,620</u>
(740) Operating Supplies							
001	Gas & Oil	3,739	3,631	3,850	3,000	3,860	3,860
002	Books & Subscriptions	0	0	85	85	85	85
008	Supplies	88,342	86,110	91,215	91,080	90,105	90,105
	Category Total	<u>92,081</u>	<u>89,742</u>	<u>95,150</u>	<u>94,165</u>	<u>94,050</u>	<u>94,050</u>
(801) Professional & Contractual							
001	Conferences & Workshops	1,050	1,731	1,700	1,700	1,700	1,700
002	Memberships & Licenses	6,836	7,204	6,951	7,299	7,299	7,299
005	Fleet Insurance	1,572	1,350	1,360	1,360	1,399	1,399
006	Vehicle Maintenance	1,213	242	1,700	500	1,700	1,700
007	Office Equip. Maint. & Rent	32,926	37,537	33,554	36,994	42,454	42,454
013	Education & Training	300	220	750	750	750	750
016	Telephone	7,748	6,253	7,800	7,800	7,800	7,800
018	Postage & Bulk Mailing	18,718	19,738	22,950	22,950	22,950	22,950
024	Printing Costs	37,846	47,456	45,800	45,900	49,500	49,500
025	Utilities	225,096	220,043	213,484	213,580	213,580	213,580
029	Maintenance & Repair	99,303	86,748	74,690	89,500	74,690	74,690
035	Credit Card Fees	49,683	53,066	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	174	0	0	0	0	0
066	Contract Services	76,660	74,061	75,626	74,426	74,945	74,945
067	Scholarships	11,100	10,000	10,000	10,000	10,000	10,000
072	Special Projects	0	0	0	0	7,945	7,945
	Category Total	<u>573,825</u>	<u>569,249</u>	<u>559,965</u>	<u>576,359</u>	<u>580,312</u>	<u>580,312</u>
ADMINISTRATION TOTAL		<u>1,983,784</u>	<u>1,730,859</u>	<u>1,762,379</u>	<u>1,803,293</u>	<u>1,873,982</u>	<u>1,873,982</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 locally, statewide and nationally for our dedication to the youth in our community.

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. Some of our successful ongoing programs include Club Z! Tutoring, a professional tutoring service, Girl Power, and 3 on 3 basketball tournaments. We are excited to pilot three new programs. *Crescendo Detroit* has come to Farmington Hills to give our youth the opportunity to expand on their musical gifts and teaches them character building through music. *Boys to Men/Fathers Who Care* is a much needed program empowering young males to redirect their possible negative behavior into positive behaviors and attitudes. *Bernstein Law Firm* will work with a group of youth showing them a variety of careers in a law firm, helping them think about future classes they may be interested in regarding the field of law. With the support of the George Riley Foundation, our popular Outdoor Education Program, which relates school curriculum to nature experiences, has been fun and rewarding to our youth members. PKC Group, Gordon Food Services and Busch's worked together again this year with the youth and senior division giving back to their community during this holiday season supporting and serving families in need.

Our After School Youth Centers are located in each of the four quadrants of Farmington Hills offering opportunities to middle and upper elementary school age youth in Farmington Hills and Farmington. Over 11,500 youth have taken part in the youth center program since its beginning. This year more than 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. We experienced the highest enrollment in our 2014 Summer Drop-In Program: 186 participants enrolled in the summer program, averaging 103 youth per day and averaging 44 youth on each of the 25 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, FPS Education Foundation, the Bernstein Law Firm, Paulson's Audio-Video, Susan Sloat-Ray Okonski Foundation, service organizations, friends and families.

We are proud to be going into our 19th 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)
- Continue our affiliation with Farmington Public Schools becoming 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)
- Increase 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)
- 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 Bernstein Law Firm. Our youth will interact and learn directly from these leaders in the field of law with hands-on workshops. (2,4)
- Grow our new Crescendo Music program. Bringing in musical and dance professionals for the youth to enjoy while exposing them to the importance of good academics, time management and being involved in the Arts. (11)
- Continue to work with Old Navy, Home Depot and Best Buy to establish programs allowing youth to see first-hand career opportunities. (2, 4)
- Continue the new Boys to Men- Fathers Who Care program. The facilitator will work twice a week with our young men teaching them conflict resolutions, changing possible negative behavior into positive behavior etc, eventually including the fathers to spend some recreational time with youth. (2,6)
- Continue developing Guy Time. A popular program for the young men in the After School Program based on leadership skills, teamwork, goal setting, responsibility and community service opportunities. (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 healthy relationships, future academic careers, setting goals, plus the importance of volunteerism and community involvement. (6)



Outdoor Education Program

Showing how snow and rain water flows into rivers.

PERFORMANCE OBJECTIVES

- We have seen a small increase in our daily visits at the After School Youth Centers.
- In partnership with Oakland Early Education Center, OCC, and Oakland Early Education, we have had 4 paid staff and 6 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 32,408 hours, in the school year program, the average youth member spent an average of 2.25 hours per day for a total for 10,376 hours. **This equals 133,784 hours our youths have spent supervised in a safe, structured environment.**

	Performance Indicators	FY 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level Summer	Summer Drop-in Program participation	164	186	190
	Number of days Summer Drop-In Program is offered	38	39	39
	Average daily participants of Summer Drop-in	94	103	125
	Total number of Summer Drop-In visits	3,570	4,051	4,200
	Daily average of summer field trip participants	33	44	50
	Number of summer field trips	29	25	28
	Total of summer field trip participants	886	1,096	1,200
Service Level School Year	Total number of enrolled After School youth members (5 th – 9 th Grade)	627	631	650
	Total number of days program is offered	165	176	176
	Daily average participation (Four centers operate Mon. through Thurs. Three centers open on Friday)	246	256	275
	Total youth center school year program visits (All Youth Centers)	40,590	45,056	48,400
	Total school year field trip participants *	238	218	250
	New Program: Wilderness Wellness Education Program participants	110	119	125
Efficiency	Total number of Summer Drop-In and school year field trip participants *	1,124	1,314	1,450
	Total number of days program is offered summer/school year	203	215	215
	Total number of Summer Drop-In and school year visits	44,160	49,073	50,000
	Total number of hours our youth have spent in the Summer Drop-In and After School Program	119,888	133,784	142,500
	Activity Expenditures as a % of General Fund	0.72%	0.69%	0.69%

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.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 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	8.56	8.56
DEPARTMENT TOTAL		8.00	8.00	9.56	9.56

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$26,454 or 7.8% increase from the current and adopted budget.
- The increase results primarily from projected more part-time wages than budgeted.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$17,487 or 4.8% increase from the FY 14-15 year-end projection and \$43,941 or 12.9% increase over the FY 14-15 budget.
- The budget to budget increase results from more personnel costs, primarily in the area of part-time wages.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Youth & Family Services	\$410,700	\$361,186	\$339,895	\$366,349	\$383,836

DEPARTMENT NUMBER: 760

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) Salaries & Wages							
010	Administrative & Clerical	63,046	63,293	63,288	64,557	66,098	66,098
038	Part-time	203,280	195,810	167,250	191,608	202,818	202,818
106	Sick & Vacation	4,062	3,928	4,260	3,929	4,007	4,007
112	Overtime	133	337	0	800	0	0
200	Social Security	20,940	20,383	18,252	20,216	21,333	21,333
250	Blue Cross/Optical/Dental	4,575	4,209	6,908	6,160	7,117	7,117
255	Part-time Health Insurance	0	0	0	1,350	5,400	5,400
275	Life Insurance	91	91	92	98	102	102
305	Pension - DB	15,423	0	0	0	0	0
308	Post Retirement Healthcare	10,447	0	0	0	0	0
325	Longevity	3,783	3,783	3,783	3,859	4,185	4,185
350	Worker's Compensation	1,840	3,456	3,292	3,472	3,876	3,876
	Category Total	327,620	295,290	267,125	296,049	314,936	314,936
(740) Operating Supplies							
002	Books & Subscriptions	75	150	100	100	100	100
008	Supplies	44,923	38,948	35,800	35,000	36,000	36,000
	Category Total	44,998	39,098	35,900	35,100	36,100	36,100
(801) Professional & Contractual							
001	Conferences & Workshops	55	40	200	100	200	200
002	Memberships & Licenses	1,500	1,335	1,840	1,000	1,000	1,000
007	Office Equip. Maint. & Rent	4,709	5,354	5,200	2,000	2,000	2,000
013	Education & Training	0	0	100	100	100	100
042	Mileage Reimbursement	3,665	4,354	3,500	3,500	0	0
066	Contractual Services	28,153	15,715	26,030	28,500	29,500	29,500
	Category Total	38,082	26,797	36,870	35,200	32,800	32,800
Total Youth & Families		410,700	361,186	339,895	366,349	383,836	383,836

SENIOR SERVICES DIVISION

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

The Farmington Hills Senior Services 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 Services 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 Senior Services Division comprises 1.59% of the General Fund's FY 2015/16 Proposed 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.
- Expand programs to promote independence, health and wellness for adults of all abilities.

Senior Division Monthly Attendance Totals 2013-14

	Card Swipe	Nutrition	Outreach	Trips and Travel	Senex	Transportation	Chore	Aquatics	Exercise	Clubs	Special Events	Service	Support Groups	Dance	Activities, Speakers & Classes	TOTALS
July 2013	2,211	7,653	250	57	158	2,729	12	1,077	1,118	654	85	79	67	343	412	16,905
August 2013	2,073	7,632	194	51	164	9,869	4	1,039	987	627	155	88	91	185	450	23,609
September 2013	2,137	7,040	237	42	139	1,850	6	1,007	1,014	638	488	57	81	273	502	15,511
October 2013	2,505	7,475	306	16	136	2,309	15	1,365	1,184	657	208	521	67	243	686	17,693
November 2013	2,022	7,149	411	28	144	1,774	27	1,070	1,089	589	225	76	74	292	534	15,504
December 2013	1,447	6,580	539	17	126	1,767	16	807	737	463	347	53	63	261	224	13,447
January 2014	1,129	6,485	222	47	83	1,647	12	736	692	260	145	40	27	56	604	12,185
February 2014	1,664	6,611	201	10	102	1,650	7	811	578	307	459	237	40	230	380	13,287
March 2014	1,975	6,583	279	6	101	2,194	9	892	982	670	627	357	132	226	380	15,413
April 2014	2,096	6,401	306	32	108	2,200	14	1,034	798	554	259	202	92	249	372	14,717
May 2014	2,006	6,993	299	34	99	1,743	6	1,064	776	547	187	47	58	101	283	14,243
June 2014	2,140	6,952	279	30	99	2,019	15	1,023	646	662	380	75	70	104	254	14,748
TOTALS	23,405	83,554	3,523	370	1,459	31,751	143	11,925	10,601	6,628	3,565	1,832	862	2,563	5,081	187,262

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		2013/14 Budget	2014/15 Budget	2015/16 Budget	2015/16 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	4.42	4.42	4.06	4.06
	Part-time Nutrition Grant	6.70	6.70	6.01	6.01
	Maintenance	0.38	0.38	0.24	0.24
	Part-time Transportation Grant	11.03	11.03	10.82	10.82
	Total	22.53	22.53	21.13	21.13
	SENIOR ADULTS TOTAL	27.53	27.53	26.13	26.13

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$8,645 or 1.1% increase from the current budget.
- The increase results primarily from projected more personnel and supply costs, partially offset by less professional contractual expenditures.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$46,725 or 5.6% increase from the FY 14-15 year-end projection and \$55,370 or 6.7% increase from the FY 14-15 budget.
- The budget to budget increase results primarily from more personnel costs, primarily in part-time wages.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Senior Adult	\$784,586	\$785,431	\$825,726	\$834,371	\$881,096

Senior Services Division

DEPARTMENT NUMBER: 765

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) Salaries & Wages						
010 Administrative & Clerical	234,493	237,545	241,924	247,060	249,838	249,838
038 Part-time	87,189	95,074	89,765	96,622	100,150	100,150
039 Part-time Nutrition Grant	111,375	109,568	117,576	112,544	132,606	132,606
040 Maintenance	4,764	4,794	5,970	3,916	4,075	4,075
075 Part-time Transportation	210,628	207,005	220,710	210,985	230,250	230,250
106 Sick & Vacation	1,897	1,897	1,898	6,140	1,975	1,975
112 Overtime	682	698	0	1,539	0	0
200 Social Security	49,458	50,039	52,028	51,887	55,199	55,199
250 Blue Cross/Optical/Dental	42,291	45,309	48,295	48,050	50,484	50,484
255 Part-time Health Insurance	0	0	0	2,700	10,800	10,800
275 Life Insurance	567	588	594	594	647	647
300 Pension - DC	24,391	24,861	25,273	25,865	25,875	25,875
305 Pension - DB	11,840	0	0	0	0	0
308 Post Retirement Healthcare	8,021	0	0	0	0	0
325 Longevity	1,973	2,052	2,253	2,265	2,655	2,655
350 Worker's Compensation	5,148	9,505	9,584	9,380	10,162	10,162
Reallocate to Nutrition Grant Fund	(177,309)	(174,954)	(185,937)	(185,937)	(185,937)	(185,937)
Category Total	617,408	613,982	629,933	633,610	688,779	688,779
(740) Operating Supplies						
001 Gas & Oil	0	0	175	0	0	0
008 Supplies	15,073	15,737	19,500	17,800	17,800	17,800
009 Kitchen Food & Supplies	215,063	211,643	198,170	219,918	220,000	220,000
010 Special Events	1,377	1,093	2,000	2,000	2,000	2,000
072 Special Function Expense	5,117	5,554	4,850	8,450	9,050	9,050
Reallocate to Nutrition Grant Fund	(209,444)	(201,015)	(198,170)	(219,918)	(219,918)	(219,918)
Category Total	27,186	33,012	26,525	28,250	28,932	28,932
(801) Professional & Contractual						
001 Conferences & Workshops	340	175	350	350	350	350
002 Memberships & Licenses	551	824	1,005	1,005	1,005	1,005
005 Fleet Insurance	6,527	7,532	7,844	7,844	8,370	8,370
006 Vehicle Maintenance	110	0	600	0	0	0
013 Education & Training	0	0	250	250	250	250
024 Printing Costs	2,162	2,425	3,050	2,400	2,810	2,810
066 Contract Services	48,370	48,949	50,200	45,650	50,200	50,200
075 SMART Transportation	76,468	74,466	96,969	89,150	94,400	94,400
076 Dial - A - Ride	5,799	4,398	9,000	6,000	6,000	6,000
Reallocate to Nutrition Grant Fund	(335)	(330)	0	0	0	0
Category Total	139,992	138,438	169,268	152,649	163,385	163,385
(970) Capital Outlay						
020 Miscellaneous Equipment	0	0	0	19,862	0	0
Category Total	0	0	0	19,862	0	0
Total Senior Adults	784,586	785,431	825,726	834,371	881,096	881,096

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)
- Re-establish turf and landscape planting in conjunction with new pavement and drainage at Heritage Park entrance. (3,13)
- 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)
- Finish construction and outfitting of new archery range at Heritage Park. (6)
- Implement operation and maintenance plan for new floating dock at Founders Park. (6)
- Improve irrigation systems at Founders Park.(2,13)

PERFORMANCE OBJECTIVES

- Construct additional drainage and site improvements around the Art Studio/Caretaker House parking while constructing the archery range at Heritage.
- Install fencing and landscaping around Heritage equipment storage area.
- Install handrails on Heritage History House steps.
- Monitor and control invasive species in the new wetlands reestablishment area surrounding the former boardwalk at Heritage Park.
- Install replacement irrigation pump station at Founders 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.
- Upgrade equipment and vehicle fleet.

Service Level	Performance Indicators	FY 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
	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	20.57	20.57
	Acres of parkland per 1,000 population	7.47	7.47	7.47
	Activity Expenditures as a % of General Fund	2.69%	2.78%	2.84%

STAFFING LEVELS

Acct. 770	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 Budget
(770) PARKS DIVISION					
(010) Salaries & Wages					
	Park Maintenance Superintendent	1	1	1	1
	Park Maintenance Supervisor	1	1	1	1
	Building Maintenance Mechanic	0	0	1	1
	Laborer II	3	2	2	2
	Laborer I	0	1	1	1
	Park Maintenance Technician	3	3	2	2
	Naturalist	1	1	1	1
	Total	9	9	9	9
(038) Part-Time		15.87	15.87	16.83	16.83
PARKS DIVISION TOTAL		24.87	24.87	25.83	25.83

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$17,621 or 1.2% increase from the current budget.
- The increase results primarily from more personnel costs (\$16,200), more professional contractual (\$9,000), and more capital outlay (\$22,000), partially offset by \$29,600 less operating supplies.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$93,234 or 6.3% increase from the FY 14-15 year-end projection and \$110,855 or 7.6% increase over the FY 14-15 budget.
- The budget to budget increase results primarily from increased labor costs due to union contract increases and a projected implementation of a new part-time employee pay scale, as well as increased professional contractual expenditures; partially offset by reduced supply costs.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Parks	\$1,465,876	\$1,341,425	\$1,460,609	\$1,478,230	\$1,571,464

Parks Division

DEPARTMENT NUMBER: 770

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) Salaries & Wages							
010	Salaries & Wages	376,381	404,769	416,578	429,250	443,274	443,274
038	Part-time	315,667	290,082	333,895	331,640	389,979	389,979
106	Sick & Vacation	13,183	9,416	12,923	15,289	15,147	15,147
112	Overtime	45,382	77,516	60,000	59,500	65,000	65,000
200	Social Security	59,213	61,496	64,574	65,410	71,695	71,695
250	Blue Cross/Optical/Dental	70,473	66,331	93,927	93,927	96,189	96,189
255	Part-time Health Insurance	0	0	0	2,025	8,100	8,100
275	Life Insurance	730	798	955	1,020	1,066	1,066
300	Pension - DC	0	9,321	10,502	10,650	11,026	11,026
305	Pension - DB	91,580	0	0	0	0	0
308	Post Retirement Healthcare	62,037	0	0	0	0	0
325	Longevity	22,085	20,019	20,733	21,395	23,781	23,781
350	Worker's Compensation	3,595	9,277	11,784	12,055	13,159	13,159
	Category Total	1,060,326	949,025	1,025,870	1,042,162	1,138,416	1,138,416
(740) Operating Supplies							
001	Gas & Oil	61,363	57,586	74,924	51,150	57,035	57,035
002	Books & Subscriptions	110	346	200	100	200	200
008	Supplies	80,825	60,509	72,450	73,000	74,150	74,150
014	Chemical Supplies	41,005	39,453	48,328	41,675	47,280	47,280
019	Uniforms & Clothing	6,070	5,267	6,595	6,838	7,058	7,058
030	Miscellaneous Tools	1,851	2,213	2,000	2,100	2,000	2,000
	Category Total	191,224	165,374	204,497	174,863	187,723	187,723
(801) Professional & Contractual							
001	Conferences & Workshops	823	1,326	1,420	1,090	1,395	1,395
002	Memberships & Licenses	307	928	1,030	647	1,030	1,030
005	Fleet Insurance	5,360	5,650	6,261	6,261	6,646	6,646
006	Vehicle Maintenance	13,525	11,843	13,000	18,300	18,300	18,300
007	Equipment & Radio Maint.	19,892	22,617	19,000	19,000	20,500	20,500
013	Education & Training	335	0	600	600	600	600
025	Park Utilities	89,727	86,816	92,800	84,100	90,300	90,300
029	Park Buildings Maintenance	3,393	12,219	4,000	8,000	6,000	6,000
056	Refuse Dumpster	7,737	7,195	9,230	10,907	11,253	11,253
066	Contract Services	73,227	78,433	82,900	90,300	89,300	89,300
	Category Total	214,326	227,026	230,241	239,205	245,324	245,324
(970) Capital Outlay							
020	Maintenance Equipment	0	0	0	22,000	0	0
	Category Total	0	0	0	22,000	0	0
PARKS TOTAL		1,465,876	1,341,425	1,460,609	1,478,230	1,571,464	1,571,464

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 and productions, a wide range of summer camps, workshops and lessons; a concert series at the Farmington Players Theatre and free summer concerts at Heritage Park. The Division's Public Art Program at the Farmington Hills City Hall opened the third exhibition in the January 2015, showcasing over 80 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, Art of the Matter 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.

- Continue to add and diversify new programs, following current successful trends while researching new interests and available resources. (1,2,6)
- 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)
- Develop new, more varied summer camp offerings and classes, especially in the theater arts. (2,6)
- Connect students with professional artists and performers at theatre camps, art camps, and the Festival of the Arts. (2,4,11)
- Renew and expand the Public Art exhibit at City Hall to include new artwork and media. Increase visibility of the program by creating a series of rotating exhibits which will change every three to six months. (1,6)
- Implement the return of the DIA Inside/Out project to the City. (6,13)
- Provide new, diverse and high-quality concerts that provide affordable entertainment for families. (2)
- 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 of the Matter" student conference. (1,6)

Cultural Arts Division

- 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)
- 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)
- Continue to support Division and Departmental promotional efforts. (2,11)
- Encourage increased volunteer inclusion in Division's events and services. (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)
- 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 help develop self-confidence and life skills in youth.
- 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.
- Renew the Public Art Program exhibit at City Hall and continually at the Costick 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.

Cultural Arts Division

- Encourage students interested in art careers through interaction with local art-based businesses, such as Artpack, and through activities such as “Art of the Matter” 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.

	Performance Indicators	FY 2013-14 Actual	FY 2014-15 Projected	FY 2015-16 Estimated
Service Level	Art, Dance and Music Class Participants	625	625	650
	Professional Concert Series, Special Events, Youth Theatre performances	8,550	9,500	9,600
	Summer Concerts Attendance (est.)	8,500	8,000*	9,000
	Performance Classes, Youth Theatre	450	600	650
	Festival of the Arts Attendance (est.) Artist Awards, Art Receptions	1,400	1,550	1,600
	Art on the Grand Attendance (est.)	35,000	35,000	36,000
	Instrumental Lessons	240	250	260
	Efficiency	Activity Expenditures as a % of General fund	0.77%	0.68%

**Summer concert attendance projected low because of construction on Farmington Road.*

STAFFING LEVELS

Acct.	702 Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		2013/14 Budget	2014/15 Budget	2015/16 Budget	2015/16 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)					
		0.75	1.40	1.47	1.47
CULTURAL ARTS TOTAL		2.75	3.40	3.47	3.47

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$10,026 or 2.9% increase from the current budget and adopted budget.
- The increase results primarily from projected more contractual service costs, partially offset by less personnel costs.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$27,592 or 7.6% increase from the FY 14-15 year-end projection and \$37,618 or 10.7% increase over the FY 14-15 budget.
- The budget to budget increase results primarily from more part-time wages, health insurance costs and pension contributions; as well as additional funding for supplies and contractual services.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Cultural Arts	\$390,467	\$384,908	\$352,033	\$362,059	\$389,651

Cultural Arts Division

DEPARTMENT NUMBER: 775

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) Salaries & Wages							
010	Administrative & Clerical	118,441	116,246	118,897	100,360	118,107	118,107
038	Part-time	23,810	36,483	38,425	40,180	44,370	44,370
106	Sick & Vacation	3,122	30,212	3,630	2,318	1,833	1,833
112	Overtime	1,653	3,512	0	0	0	0
200	Social Security	11,654	14,441	12,583	11,743	12,668	12,668
250	Blue Cross/Optical/Dental	21,385	17,801	23,119	30,500	31,502	31,502
275	Life Insurance	182	182	184	175	204	204
300	Pension - DC	0	0	0	5,120	6,868	6,868
305	Pension - DB	28,011	0	0	0	0	0
308	Post Retirement Healthcare	18,975	0	0	0	0	0
325	Longevity	2,929	4,232	3,538	886	1,270	1,270
350	Worker's Compensation	1,053	2,600	2,337	1,980	2,302	2,302
	Category Total	<u>231,215</u>	<u>225,709</u>	<u>202,713</u>	<u>193,262</u>	<u>219,124</u>	<u>219,124</u>
(740) Operating Supplies							
008	Supplies	9,363	23,744	21,100	21,100	31,142	31,142
010	Special Functions	29,242	26,208	29,710	29,710	30,625	30,625
	Category Total	<u>38,605</u>	<u>49,952</u>	<u>50,810</u>	<u>50,810</u>	<u>61,767</u>	<u>61,767</u>
(801) Professional & Contractual							
002	Memberships & Licenses	70	90	660	660	660	660
066	Contractual Services	120,577	109,157	97,850	117,327	108,100	108,100
	Category Total	<u>120,647</u>	<u>109,247</u>	<u>98,510</u>	<u>117,987</u>	<u>108,760</u>	<u>108,760</u>
	Total Cultural Arts	<u>390,467</u>	<u>384,908</u>	<u>352,033</u>	<u>362,059</u>	<u>389,651</u>	<u>389,651</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)
- Complete repaving of the cart paths on the Front 9. (1,2)

PERFORMANCE OBJECTIVES

- Complete ground restoration adjoining new cart paths.
- Repair parking lots around Clubhouse.
- Finish construction of cart paths on Front 9
- Restore construction area disturbed by dredging pond at #13.
- Rebuild Ladies Tee on Hole 6.
- Continue removal of dead trees and replacement with native species.

Service Level	Performance Indicators	FY 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
	Service Level	Total number of rounds	39,666	41,000
Resident		29,094	29,900	30,750
Non-Resident		10,572	11,100	11,250
9/18 Holes Weekdays		28,968	30,000	30,500
9/18 Holes Weekend		10,698	11,000	11,500
Seniors 9/18 hole		13,408	13,500	13,500
Efficiency	Total Revenue	1,114,132	\$1,150,000	\$1,200,000
	Cost for 9 holes of golf (weekday resident)	\$15.00	\$15.00	\$15.00
	Activity Expenditures as a % of General Fund	1.45%	1.36%	1.33%

STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		13/14 Budget	14/15 Budget	15/16 Budget	15/16 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)	11.17	11.01	11.57	11.57
	GOLF COURSE TOTAL	13.17	13.01	13.57	13.57

Golf Division

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$9,812 or 1.4% increase over the current budget and adopted budget.
- The increase results primarily from higher personnel costs, partially offset by lower supply costs.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$12,313 or 1.7% increase from the FY 14-15 year-end projection and \$22,125 or 3.1% increase over the FY 14-15 budget.
- The budget to budget increase results primarily from projected higher personnel costs due to union contract bargained wage increases and projected part-time wage increases and benefits.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Golf	\$743,832	\$724,244	\$716,062	\$725,874	\$738,187

Golf Division

DEPARTMENT NUMBER: 780

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) Salaries & Wages						
010 Salaries & Wages	98,517	99,107	99,101	101,070	103,474	103,474
038 Part-time	217,859	223,524	225,090	232,725	236,380	236,380
106 Sick & Vacation	5,908	2,173	5,013	3,854	4,350	4,350
112 Overtime	20,998	26,264	20,000	20,000	20,500	20,500
200 Social Security	26,580	27,429	27,028	27,680	28,292	28,292
250 Blue Cross/Optical/Dental	21,263	18,493	23,119	25,268	24,612	24,612
255 Part-time Health Insurance	0	0	0	675	2,700	2,700
275 Life Insurance	182	182	184	200	204	204
305 Pension - DB	23,516	0	0	0	0	0
308 Post Retirement Healthcare	15,930	0	0	0	0	0
325 Longevity	3,678	3,678	4,099	4,180	5,139	5,139
350 Worker's Compensation	1,758	3,729	3,436	3,480	3,609	3,609
Category Total	<u>436,189</u>	<u>404,579</u>	<u>407,070</u>	<u>419,132</u>	<u>429,260</u>	<u>429,260</u>
(740) Operating Supplies						
001 Gas & Oil	15,518	25,086	22,076	17,060	19,735	19,735
008 Supplies	37,423	37,940	34,045	36,000	34,700	34,700
009 Golf Pro Shop Merchandise	43,555	28,948	30,000	30,000	30,000	30,000
014 Fertilizer & Insect Control	50,481	45,208	52,700	52,700	52,700	52,700
019 Uniforms	2,105	3,370	3,588	3,749	3,788	3,788
Category Total	<u>149,082</u>	<u>140,553</u>	<u>142,409</u>	<u>139,509</u>	<u>140,923</u>	<u>140,923</u>
(801) Professional & Contractual						
002 Memberships & Licenses	2,543	582	1,420	1,420	1,420	1,420
005 Fleet Insurance	335	330	363	363	387	387
006 Vehicle Maintenance	735	-6,430	2,000	1,500	1,500	1,500
007 Equipment Maintenance	22,852	34,907	25,000	31,500	27,400	27,400
013 Education & Training	0	147	200	0	200	200
024 Printing Costs	1,782	2,082	3,000	2,500	3,000	3,000
025 Utilities	80,757	73,507	82,610	76,600	80,100	80,100
027 Radio Equipment Maint.	0	0	500	200	500	500
029 Maintenance & Repairs	9,168	30,058	6,000	6,520	6,520	6,520
056 Refuse Dumpster	3,429	3,182	3,690	4,830	5,176	5,176
066 Contractual Services	36,960	40,746	41,800	41,800	41,800	41,800
Category Total	<u>158,561</u>	<u>179,112</u>	<u>166,583</u>	<u>167,233</u>	<u>168,003</u>	<u>168,003</u>
GOLF TOTAL	<u>743,832</u>	<u>724,244</u>	<u>716,062</u>	<u>725,874</u>	<u>738,187</u>	<u>738,187</u>

RECREATION DIVISION

The Recreation Division continued to maintain a strong presence in the community in 2014 with high participation numbers in several areas. The Recreation Division continues to focus on outdoor programming, special events, camps, fitness programs, classes, 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 15 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.

	Performance Indicators	FY 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Total participation hours	303,200	303,500	303,600
	Recreation programs offered	2,630	2,650	2,665
	Number of people participating in programs	24,900	25,200	25,400
	Number of new programs created	20	20	15
	Number of athletic field reservations	5,000	5,000	5,000
	Volunteer hours donated	6,800	6,500	7,500
Efficiency	Activity Expenditures as a % of General Fund	0.96%	0.88%	0.90%

Recreation Division

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$23,624 or 5.3% increase from the current budget and adopted budget.
- The increase results from the net of a variety of projected increases and decreases.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$30,359 or 6.5% increase from the FY 14-15 year-end projection and \$53,983 or 12.1% increase from the FY 14-15 budget.
- The budget to budget increase results primarily from additional funding proposed for the Nature Study and Day Camp programs, as well as overall pay increase for staff.

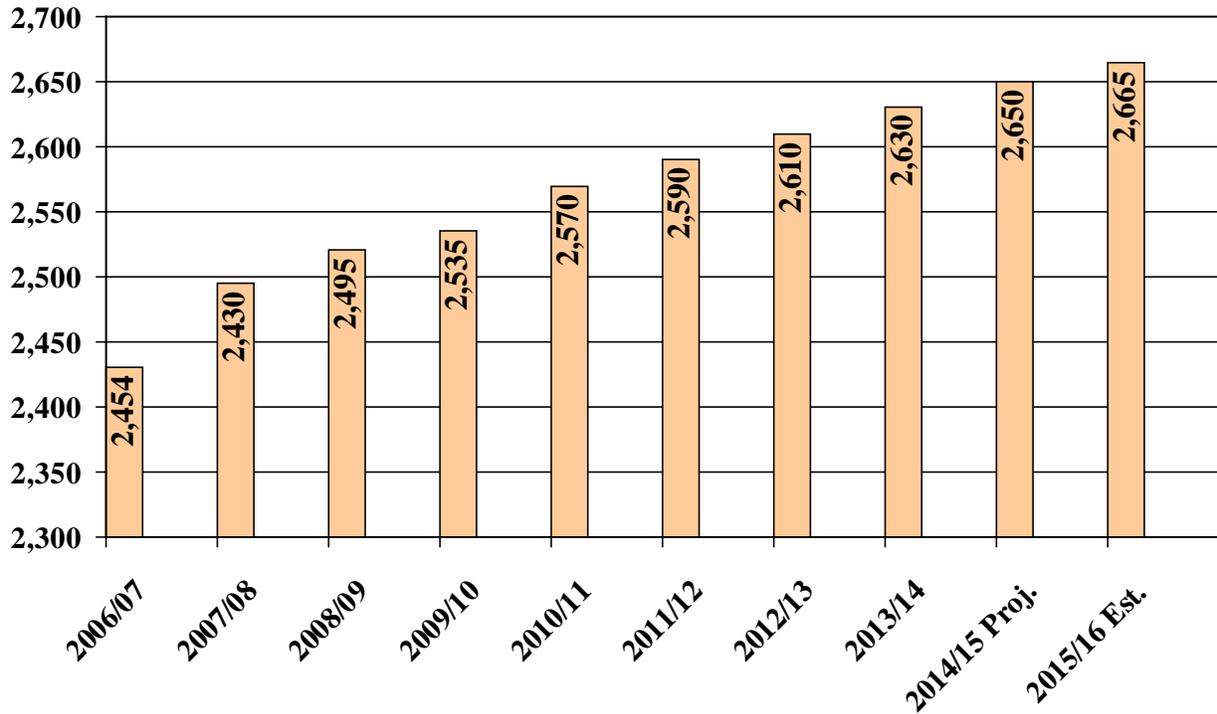
	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Recreation	\$455,881	\$479,477	\$445,814	\$469,438	\$499,797

DEPARTMENT NUMBER: 785

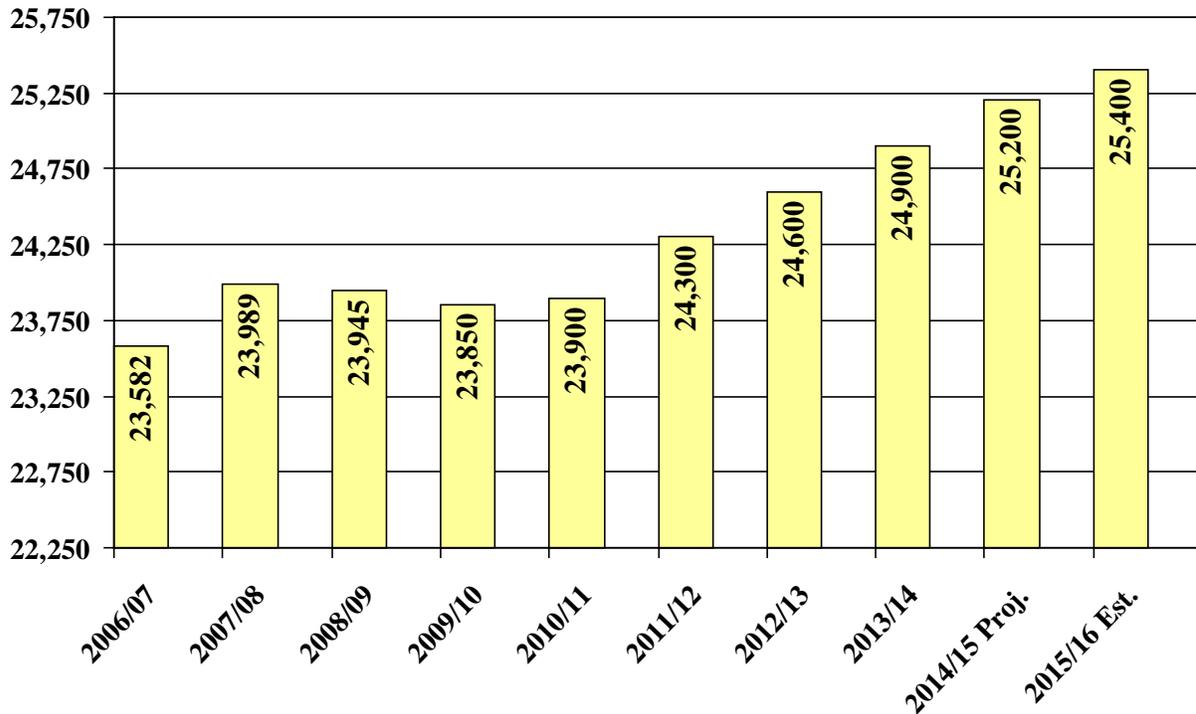
Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(965) RECREATION PROGRAMS						
001 Over & Short	158	33	0	0	0	0
041 Swimming	114,042	127,505	119,000	138,526	133,498	133,498
045 After School Recreation	21,569	20,802	15,168	15,519	15,168	15,168
055 Day Camp	72,348	76,988	68,910	71,053	84,999	84,999
057 Gym	37,306	28,683	29,917	19,559	23,848	23,848
060 Classes	35,459	34,632	36,243	35,152	34,828	34,828
065 Tennis Lessons	5,049	6,084	6,712	5,491	5,487	5,487
070 Golf	6,397	6,342	2,285	3,005	2,902	2,902
075 Softball	7,388	8,441	10,886	8,070	9,346	9,346
105 Special Events	27,020	31,545	26,106	28,538	30,664	30,664
110 Youth Soccer	11,581	10,651	12,770	11,053	12,770	12,770
120 Youth Basketball	16,314	20,731	19,042	18,385	19,119	19,119
170 Teen Programs	17,975	21,518	18,182	22,594	20,844	20,844
200 Social Security	17,355	18,810	17,100	17,500	17,500	17,500
208 Adult Chorus	6,313	6,069	7,700	7,102	7,700	7,700
212 Nature Study	21,476	18,277	16,484	26,959	37,598	37,598
216 Safety Town	5,111	5,929	7,918	5,850	7,469	7,469
218 Children's Travel	31,516	33,423	27,814	31,740	32,153	32,153
219 Sled Hill	0	0	258	258	258	258
350 Worker's Compensation	1,504	3,014	3,319	3,084	3,646	3,646
TOTAL REC. PROGRAMS	455,881	479,477	445,814	469,438	499,797	499,797

KEY DEPARTMENT TRENDS

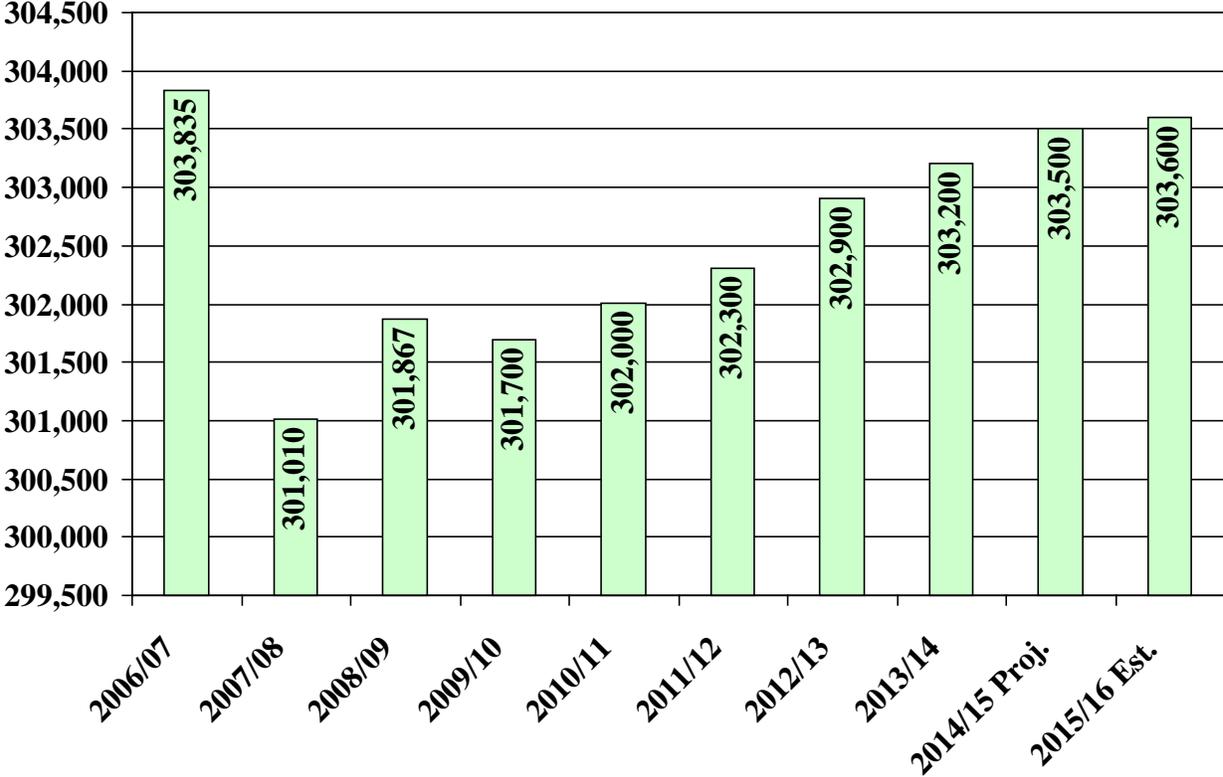
TOTAL PROGRAM ACTIVITIES



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
- Hockey Clinics and Schools
- Youth Hockey Leagues
- Youth Center Ice Time
- Figure Skating Club
- Private Contract Ice time
- High School Hockey Teams
- High School Figure Skating Teams
- Junior Hockey Teams
- Adult Hockey Leagues
- Public Open Skating Sessions
- Ice Soccer

GOALS

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

- Upgrade outdated equipment to be more efficient, cost effective, and green for the environment. (10)
- Utilize e-mail for booking ice time, registration receipts, confirmations, communications and promotion of programs and activities. (2)
- Continue to provide the community with a first-class facility offering the best in programming and services at an affordable price. (1, 2, 6)
- Increase program enrollment by proactively promoting and marketing through specialized flyers, emails, mailing, and other various media forms. (2, 11)
- Implement and promote web-based registration for Arena programs through the city website. (2)
- Utilize available means to promote and increase awareness of Arena programs and activities, including social networking. (6, 11)
- Identify and implement new revenue producing programs, activities, and events. (2)
- Work cooperatively with Recreation and Youth & Family Services to promote the After School Program. (2, 6)
- Continue collaboration and develop enhanced partnerships with user associations. (2, 6)

Ice Arena

- Utilize social media for publicizing, communications and promotion of programs and activities. (2)
- Research and analyze current data from ice arenas around the country for benchmarks and best practices. (2, 6)
- Continue to explore opportunities presented by the Riley Skate Park near the Ice Arena, the baseball diamonds, the disc golf course, the fishing pier, and the soccer fields. (1, 2, 6)

PERFORMANCE OBJECTIVES

- Renovate and upgrade the arena to celebrate the 20th Anniversary of the ice arena and maintain its state-of-the-art attractiveness
- 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, including hosting State and National Tournaments.
- Increase new skater registration in Arena programs and activities in partnership with the Farmington Hills Hockey Association.
- 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.
- Host S.T.A.R (Serving the American Rinks) Training events.
- Continue to grow offerings to the Adult Hockey League players

Service Level	Performance Indicators	FY 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
	Efficiency	Number of participants at open skate	18,500	18,500
Learn to Skate Class Participation		1,025	1,025	1,000
Inside concession revenue		\$94,503	\$95,000	\$100,000
Efficiency	Outside concession revenue	\$58,649	\$55,000	\$55,000
	Activity Expenditures as a % of General Fund	1.80%	1.89%	2.04%

STAFFING LEVELS

Title or Position	Authorized Positions		Requested Positions	Authorized Positions
	13/14	14/15	15/16	15/16
	Budget	Budget	Budget	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	0	0	0
Total	3	2	3	3
(038) Part-Time (FTE)	8.10	8.10	6.63	6.63
ADMINISTRATION TOTAL	11.10	10.10	9.63	9.63
(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	13.13	12.66	12.66

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$9,157 or 0.9% increase from the current budget and adopted budget.
- The increase results primarily from increased personnel costs.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$126,910 or 12.6% increase from the FY 14-15 year-end projection and \$136,067 or 13.7% increase over the FY 14-15 budget.
- The budget to budget increase results primarily from one-time capital outlays for building improvements, the filling of a vacant full-time position, and an increase in part-time salaries and benefits.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Ice Arena	\$1,008,873	\$895,638	\$995,801	\$1,004,958	\$1,131,868

Ice Arena

DEPARTMENT NUMBER: 790

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(702) Admin. Salaries & Wages						
010 Administrative & Clerical	151,537	129,090	152,640	155,761	160,762	160,762
038 Part-time	160,264	152,197	170,246	170,246	174,291	174,291
106 Sick & Vacation	2,099	7,359	2,500	6,837	7,065	7,065
112 Overtime	340	115	1,500	1,500	1,500	1,500
200 Social Security	24,044	22,040	25,508	25,508	26,839	26,839
250 Blue Cross/Optical/Dental	34,457	30,924	51,904	51,820	55,184	55,184
255 Part-time Health Insurance	0	0	0	1,350	5,400	5,400
275 Life Insurance	466	412	606	606	692	692
300 Pension - DC	0	1,462	5,788	5,915	6,114	6,114
305 Pension - DB	36,189	0	0	0	0	0
308 Post Retirement Healthcare	24,515	0	0	0	0	0
325 Longevity	5,607	5,792	6,560	6,692	7,215	7,215
350 Worker's Compensation	1,280	2,220	2,601	2,555	2,666	2,666
Category Total	440,798	351,611	419,853	428,790	447,728	447,728
(703) Concession Salaries & Wages						
038 Part-time	46,052	46,522	46,620	46,620	59,295	59,295
112 Overtime	26	0	350	350	350	350
200 Social Security	3,525	3,559	3,595	3,595	4,565	4,565
350 Worker's Compensation	175	355	393	360	480	480
Category Total	49,778	50,436	50,958	50,925	64,690	64,690
(740) Operating Supplies						
001 Gas & Oil	1,008	1,350	1,750	1,750	1,750	1,750
002 Books & Subscriptions	230	200	150	230	150	150
008 Supplies	96,765	103,652	95,580	95,580	95,580	95,580
019 Uniforms & Cleaning	1,228	991	850	960	850	850
030 Miscellaneous Tools	100	75	100	100	100	100
035 Bank Credit Card Charges	5,629	5,852	4,500	4,500	4,500	4,500
040 Over & Short	(4)	0	0	0	0	0
Category Total	104,956	112,120	102,930	103,120	102,930	102,930
(801) Professional & Contractual						
002 Memberships & Licenses	4,763	5,795	5,000	5,000	5,000	5,000
006 Vehicle Maintenance	25	0	0	13	0	0
007 Office Equip. Maintenance	4,380	4,005	4,500	4,500	4,500	4,500
008 Arena Equip. Maintenance	10,515	6,556	11,000	11,000	11,000	11,000
013 Education & Training	0	300	300	350	300	300
024 Printing Costs	3,217	1,412	4,000	4,000	4,000	4,000
025 Utilities	300,925	283,969	296,920	296,920	291,380	291,380
029 Building Maintenance	40,728	34,646	50,440	50,440	50,440	50,440
066 Contract Services	48,288	44,187	48,800	48,800	48,800	48,800
068 Non-Ice Activities	500	600	1,100	1,100	1,100	1,100
Category Total	413,341	381,470	422,060	422,123	416,520	416,520
(970) Capital Outlay						
036 Building Improvements	0	0	0	0	100,000	100,000
Category Total	0	0	0	0	100,000	100,000
TOTAL	1,008,873	895,638	995,801	1,004,958	1,131,868	1,131,868

CAPITAL OUTLAY

Department Number: 790

Acct.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget Quantity	Manager's Budget Amount
036		Building Improvements				
	1	Zamboni Room Floor Replacement	15,000	15,000	1	15,000
	1	ADA Door replacements	15,000	15,000	1	15,000
	1	Bleacher Repairs	70,000	70,000	1	70,000
		Total Building Improvements		100,000		100,000
		CAPITAL OUTLAY TOTAL		100,000		100,000

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 Municipal Street Fund was established to account for up to a \$2 Mill (\$2.00 per \$1,000 of Taxable Value) levy approved by the electorate of the City in November 2014, effective July 2015 for ten years. These funds are dedicated for the City's local match to Major Road grant funded Projects and Local Road special assessment Projects, as well as preventative maintenance treatments on both Major and Local Roads.

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 in November 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 in November 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 mills 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 three special millages:

- 0.5000 Mill (\$0.50 per \$1,000 Taxable Value) for Parks acquisition and development.
- 1.0000 Mill (\$1.00 per \$1,000 Taxable Value) for Police and Fire Public Safety approved for 10 years on November 7, 1995. The millage was renewed in November 2003 and includes a 0.5000 mill increase. It became effective with the July 2006 levy. An additional 1.7000 mills was approved in 2011, effective July 2012 for ten years.
- 2.0000 Mills (\$2.00 per \$1,000 Taxable Value) for Major and Local Roads.

These millages have been or could be 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, 2015	4,406,947	413,248	3,665,522	0	8,485,718
REVENUES					
Property Taxes	6,228,517	1,514,536	9,856,505	0	17,599,558
Intergovernmental	7,138,380	282,212	0	395,631	7,816,223
Interest Income	1,655	3,560	7,000	0	12,215
Special Assessments	1,015,344	0	0	0	1,015,344
Miscellaneous	150	137,583	0	35,000	172,733
Total Revenues	14,384,046	1,937,891	9,863,505	430,631	26,616,073
EXPENDITURES					
Highways & Streets	13,966,787	0	0	0	13,966,787
Public Safety	0	0	10,604,383	0	10,604,383
Debt Service	0	0	0	0	0
Land Acquisition, Capital Improvements and Other	800	527,535	63,725	317,800	909,860
Total Expenditures	13,967,587	527,535	10,668,108	317,800	25,481,030
Revenues over/(under) Expenditures	416,459	1,410,356	(804,603)	112,831	1,135,043
OTHER FINANCING SOURCES AND USES					
Bond Proceeds	0	0	0	0	0
Transfers In	6,551,949	0	0	0	6,551,949
Transfers Out	(6,991,407)	(1,307,850)	0	(112,831)	(8,412,088)
Total	(439,458)	(1,307,850)	0	(112,831)	(1,860,139)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(22,999)	102,506	(804,603)	0	(725,096)
FUND BALANCE AT JUNE 30, 2016	4,383,948	515,754	2,860,920	0	7,760,622

<p>SPECIAL REVENUE FUNDS INFRASTRUCTURE FUNDS SUMMARY</p>
--

	Municipal Street Fund #201	Major Roads Fund #202	Local Roads Fund #203	Deferred Special Assessment Fund #255	Total Infrastructure Funds
FUND BALANCE AT JULY 1, 2015	0	2,266,155	2,088,538	52,254	4,406,947
REVENUES					
Property Taxes	6,228,517	0	0	0	6,228,517
Intergovernmental	0	5,528,232	1,610,148	0	7,138,380
Interest Income	750	700	180	25	1,655
Special Assessments	0	0	1,015,344	0	1,015,344
Miscellaneous	0	150	0	0	150
Total Revenues	6,229,267	5,529,082	2,625,672	25	14,384,046
EXPENDITURES					
Highways & Streets	0	8,235,448	5,731,339	0	13,966,787
Public Safety	0	0	0	0	0
Debt Service	0	0	0	0	0
Land Acquisition, Capital Improvements and Other	500	0	0	300	800
Total Expenditures	500	8,235,448	5,731,339	300	13,967,587
Revenues over/(under) Expenditures	6,228,767	(2,706,366)	(3,105,667)	(275)	416,459
OTHER FINANCING SOURCES AND USES					
Bond Proceeds	0	0	0	0	0
Transfers In	0	2,795,349	3,756,600	0	6,551,949
Transfers Out	(6,045,349)	(225,000)	(721,058)	0	(6,991,407)
	(6,045,349)	2,570,349	3,035,542	0	(439,458)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	183,418	(136,017)	(70,125)	(275)	(22,999)
FUND BALANCE AT JUNE 30, 2016	183,418	2,130,138	2,018,413	51,979	4,383,948

SPECIAL REVENUE FUNDS RECREATION FUNDS SUMMARY

	Nutrition Fund #281	Parks & Recreation Millage Fund #410	Total Recreation Funds
FUND BALANCE AT JULY 1, 2015	0	413,248	413,248
REVENUES			
Property Taxes	0	1,514,536	1,514,536
Intergovernmental	281,842	370	282,212
Interest Income	60	3,500	3,560
Miscellaneous	137,583	0	137,583
Total Revenues	419,485	1,518,406	1,937,891
EXPENDITURES			
Land Acquisition, Capital Improvements and Other	419,485	108,050	527,535
Total Expenditures	419,485	108,050	527,535
Revenues over/(under) Expenditures	0	1,410,356	1,410,356
OTHER FINANCING SOURCES AND USES			
Transfers Out	0	(1,307,850)	(1,307,850)
Total	0	(1,307,850)	(1,307,850)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	102,506	102,506
FUND BALANCE AT JUNE 30, 2016	0	515,754	515,754

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, 2015	3,126,318	481,575	57,630	3,665,522
REVENUES				
Property Taxes	9,856,505	0	0	9,856,505
Interest Income	7,000	0	0	7,000
Total Revenues	9,863,505	0	0	9,863,505
EXPENDITURES				
Public Safety	10,252,183	297,200	55,000	10,604,383
Land Acquisition, Capital Improvements and Other	63,725	0	0	63,725
Total Expenditures	10,315,908	297,200	55,000	10,668,108
Revenues over/(under) Expenditures	(452,403)	(297,200)	(55,000)	(804,603)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(452,403)	(297,200)	(55,000)	(804,603)
FUND BALANCE AT JUNE 30, 2016	2,673,915	184,375	2,630	2,860,920

MUNICIPAL STREET FUND

This Fund provides for the accounting and budgeting of the voter approved up to 2.00 Mill special Road Millage. Revenue is calculated by multiplying the eligible taxable value by the City Council approved millage rate and reducing the figure for estimated delinquent personal property taxes. The millage was approved by the electorate in November 2014, effective July 2015 for ten years.

Revenue

The City intends to levy 2.0000 Mills in FY 2015/16. The Tax Revenue calculation is as shown below:

CITY OF FARMINGTON HILLS
MUNICIPAL STREET FUND

<u>Advalorem</u>	<u>FY 15/16</u>
Total Advalorem TV (less Ren. Zone)	3,125,682,070
Less: Delinquent Personal TV	(12,181,195)
Less: Brownfield TV	<u>0</u>
Applicable TV	3,113,500,875
Millage	<u>0.00200000</u>
Applicable Levy	<u><u>6,227,002</u></u>

<u>IFT</u>	<u>FY 15/16</u>
Total TV	1,515,030
Millage	<u>0.00100000</u>
Applicable Levy	<u><u>1,515</u></u>

The General Fund will appropriate funds in FY 2014/15 for first year Projects starting in the spring of 2015. The Municipal Street Fund will reimburse the General Fund in FY 2015/16 with tax revenue collections.

Expenditures

The Municipal Street Fund will appropriate tax revenue to the Major and Local Road Funds in FY 2015/16 for the City's local match to Major Road grant funded Projects, Local Road special assessment Projects, as well as preventative maintenance treatments on both Major and Local Roads.

Fund Balance

Fund Balance is projected to be \$183,418 at June 30, 2016.

Municipal Street Fund

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- This is a new Fund with no existing budget. The \$1,000,000 projection is the result of a General Fund appropriation to kick-start the first year Major and Local Road Fund Projects starting in the spring of 2015.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$5,045,849 or 505% increase from the FY 14/15 year-end projection is the result of the first year Major and Local Road Fund Project costs being expended in FY 15/16.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Municipal Street Fund	\$0	\$0	\$0	\$1,000,000	\$6,045,849

Municipal Street Fund

FUND NUMBER: 201

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
	FUND BALANCE AT JULY 1	0	0	0	0	0	0
	REVENUES						
	Road Millage Property Tax	0	0	0	0	6,227,002	6,227,002
	IFT Payments	0	0	0	0	1,515	1,515
	Interest Income	0	0	0	0	750	750
	TOTAL REVENUES	0	0	0	0	6,229,267	6,229,267
	OTHER FINANCING SOURCES						
	Transfer from General Fund	0	0	0	1,000,000	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	1,000,000	0	0
	TOTAL REVENUES AND OTHER FINANCING SOURCES	0	0	0	1,000,000	6,229,267	6,229,267
(500)	EXPENDITURES						
	Miscellaneous/Audit Expenditures	0			500	500	500
	TOTAL EXPENDITURES	0	0	0	500	500	500
(299)	OTHER FINANCING USES						
	Transfer to General Fund	0	0	0	0	1,000,000	1,000,000
	Transfer to Major Road Fund	0	0	0	499,750	2,795,349	2,795,349
	Transfer to Local Road Fund	0	0	0	499,750	2,250,000	2,250,000
	TOTAL OTHER FINANCING USES	0	0	0	999,500	6,045,349	6,045,349
	TOTAL EXPENDITURES AND OTHER FINANCING USES	0	0	0	1,000,000	6,045,849	6,045,849
	Revenue over/(under) Expenditures	0	0	0	0	183,418	183,418
	FUND BALANCE AT JUNE 30	0	0	0	0	183,418	183,418

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 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Pothole Patching - tons of cold patch	155	120	110
	Pavement Replacement --tons of asphalt	1,892	3,000	3,000
	Pavement Replacement - yards of 8" concrete	3,100	4,000	6,200
	Joint Sealing – lineal feet	41,500	41,000	53,000
	Sweeping – curb miles	400	400	400
	Snow/Ice Control – tons of salt	6,200	5,500	5,500
	Storm Drain Structure Repairs – each	23	40	50
	Ditching – lineal feet	3,890	3,900	4,000
	Traffic Counts - approaches	115	120	120
	Roadside Cleanup – roadside miles	1,100	1,300	1,400
	Roadside Mowing – swath mile (5 ft. wide cut)	160	180	180
	Lawn Mowing – acres	860	860	860
	Sign Install/Repair – each	325	330	330
Efficiency	Maintenance cost/major road mile	52,080	67,900	91,500
	Miles per Road Maintenance personnel.	3.1	2.9	2.9
	Major Road mileage	58	58	58

REVENUE/OTHER FINANCING SOURCES – FY 2015/16

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

Intergovernmental Revenue:

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 51% of the budgeted resources needed to fund the Major Road Fund, is projected to remain at approximately the FY 2014/15 level for FY 2015/16, based on MDOT estimates.

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 - This source of revenue is a Federal Grant passed through MDOT, to pay for the design of the reconstruction of Orchard Lake between 13 Mile Road and 14 Mile Road.

Major Roads

Other Revenue:

Miscellaneous Income – Minimal revenue projected in 15/16.

Interest on Investments – Minimal revenue projected for 15/16.

Other Financing Sources:

Municipal Street Fund – This is an appropriation of the new Road Millage property tax funds to pay for preventative maintenance treatments and the City's local match to Grant funded infrastructure Projects.

EXPENDITURES/OTHER FINANCING USES

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$1,246,337 or 16% decrease from the current budget.
- The decrease results primarily from approximately \$1,369,000 less construction project expenditures than budgeted for various projects (most of which will be carried forward into FY 2015/16); partially offset by a net approximate \$123,000 increase in operational expenditures compared to budget, specifically in the areas of routine and traffic service maintenance.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$1,925,367 or 29% increase from the year-end projection and \$679,030 or 9% increase from the FY 14/15 current budget.
- The budget to budget increase results from approximately \$1,601,000 more routine maintenance expenditures, primarily in the areas of pavement replacement, joint sealing, and drain structures; partially offset by approximately \$879,000 less planned construction projects, and a net \$43,000 less in other operational expenditures.
- Fund balance is projected to be \$2,130,138 or 25% of Total Expenditure and Other Financing Uses at June 30, 2016. The \$136,017 or 6% reduction in fund balance is due to planned appropriations for maintenance and construction Projects, while maintaining an adequate fund balance available for emergencies and/or revenue shortfalls.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Major Road Fund	\$4,300,031	\$4,867,301	\$7,781,418	\$6,535,081	\$8,460,448

Major Roads

FUND NUMBER: 202

Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
FUND BALANCE AT JULY 1	2,833,635	2,941,501	2,765,343	2,765,343	2,266,155	2,266,155
REVENUES						
Intergovernmental Revenues						
Gas & Weight Tax (Act 51)	3,706,787	4,067,290	4,145,415	4,293,208	4,261,431	4,261,431
Build Michigan Program Revenue	133,040	132,886	133,000	132,800	133,000	133,000
Metro Act Franchise	252,822	239,261	251,484	251,484	250,000	250,000
Other Government (County, etc.)	24,127	11,161	181,913	261,000	348,601	348,601
Federal/State Grants	279,993	239,570	493,351	521,901	535,200	535,200
Total Intergovernmental Revenues	4,396,769	4,690,167	5,205,163	5,460,393	5,528,232	5,528,232
Miscellaneous Income	9,743	129	150	150	150	150
Interest on Investments	1,385	847	1,100	600	700	700
Total Other Revenues	11,128	976	1,250	750	850	850
TOTAL REVENUES	4,407,897	4,691,143	5,206,413	5,461,143	5,529,082	5,529,082
OTHER FINANCING SOURCES						
Contributions from other Funds:						
Municipal Street Fund	0	0	0	499,750	2,795,349	2,795,349
General Fund	0	0	75,000	75,000	0	0
TOTAL OTHER FINANCING SOURCES	0	0	75,000	574,750	2,795,349	2,795,349
TOTAL REVENUES AND OTHER FINANCING SOURCES	4,407,897	4,691,143	5,281,413	6,035,893	8,324,431	8,324,431

Major Roads

FUND NUMBER: 202

Acct.		2012/13	2013/14	2014/15	2014/15	2015/16	2015/16
No.	Category and Line Item	Actual	Actual	Budgeted	Estimated	Proposed	Adopted

EXPENDITURES

(451) CONSTRUCTION

Category Total	1,074,314	1,426,501	3,753,827	2,384,417	2,874,602	2,874,602
----------------	-----------	-----------	-----------	-----------	-----------	-----------

(463) ROUTINE MAINTENANCE

011	Surface Maint - Labor	451,505	417,418	436,886	437,756	479,958	479,958
012	Surface Maint - Equip Rent	224,996	245,000	243,000	243,000	243,000	243,000
013	Surface Maint - Materials	6,862	30,927	65,000	45,000	55,000	55,000
014	Joint Sealing Program	127,425	128,627	275,000	240,000	402,000	402,000
015	Pavement Replacement	360,881	359,514	481,900	731,000	1,789,200	1,789,200
016	Surface Maint - Contract	16,231	21,499	50,000	50,000	75,000	75,000
021	Guard Rails - Labor	9,848	9,138	9,564	9,583	10,507	10,507
022	Guard Rails - Equip Rent	1,999	2,000	2,000	2,000	2,000	2,000
023	Guard Rails - Materials	20	3,975	2,000	2,000	3,000	3,000
024	Guard Rails - Contract	0	0	42,000	50,000	40,000	40,000
031	Sweep & Flush - Labor	19,695	18,171	19,019	19,057	20,894	20,894
032	Sweep & Flush - Equip Rent	40,001	35,500	35,500	35,500	35,500	35,500
033	Sweep & Flush - Materials	0	86	2,000	2,000	3,000	3,000
034	Sweep & Flush - Contract	23,010	27,852	25,000	32,000	33,000	33,000
041	Shoulder Maint - Labor	19,693	18,171	19,019	19,057	20,894	20,894
042	Shoulder Maint - Equip Rent	29,999	25,400	25,400	25,400	25,400	25,400
051	Forestry Maint - Labor	78,685	72,789	76,184	76,336	83,695	83,695
052	Forestry Maint - Equip Rent	37,999	40,650	40,600	40,600	40,600	40,600
054	Forestry Maint - Contract	70,208	59,661	86,000	86,000	86,000	86,000
061	Drain Structures - Labor	19,695	18,171	19,019	19,057	20,894	20,894
062	Drain Structures - Equip	14,003	10,200	15,200	15,200	15,200	15,200
063	Drain Structures - Mat	1,215	776	3,000	9,000	9,000	9,000
064	Drain Structures - Contract	19,558	17,342	56,000	70,700	116,700	116,700
071	Ditching & Bk Slope - Labor	59,083	54,618	57,165	57,279	62,801	62,801
072	Ditching & Bk Slope - Equip	35,000	25,400	27,000	27,000	27,000	27,000
073	Ditching & Bk Slope - Mat	2,506	4,429	6,500	6,500	10,000	10,000
081	Road Cleanup - Labor	19,695	18,171	19,019	19,057	20,894	20,894
082	Road Cleanup - Equip Rent	11,320	10,285	10,200	10,200	10,200	10,200
083	Road Cleanup - Materials	0	486	0	0	0	0
091	Grass/Weed - Labor	59,083	49,426	51,731	51,834	56,831	56,831
092	Grass/Weed - Equip Rental	18,000	20,300	20,300	20,300	20,300	20,300
093	Grass/Weed - Materials	804	2,589	3,000	3,500	3,500	3,500
094	Grass/Weed - Contract	245,711	222,616	275,000	270,500	278,700	278,700
Category Total	2,024,730	1,971,186	2,499,206	2,726,416	4,100,668	4,100,668	

Major Roads

FUND NUMBER: 202

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(474) TRAFFIC SERVICES - MAINT.							
011	Sign Maint - Labor	109,741	100,097	104,765	104,974	115,094	115,094
012	Sign Maint - Equip Rent	15,013	15,200	15,200	15,200	15,200	15,200
013	Sign Maint - Materials	15,040	9,862	15,000	15,000	15,000	15,000
024	Signal Maint - Contract	135,107	133,498	145,000	145,000	150,000	150,000
031	Pavement Striping - Labor	1,892	2,077	2,174	2,178	2,388	2,388
032	Pavement Striping - Equip	1,001	1,000	1,000	1,000	1,000	1,000
033	Pavement Striping - Mat.	0	0	1,000	500	500	500
034	Pavement Striping - Contract	144,169	140,956	180,000	180,000	179,600	179,600
041	Traffic Count - Labor	14,960	13,291	13,911	13,939	15,282	15,282
042	Traffic Count - Equip Rent	5,501	5,600	5,500	5,500	5,500	5,500
043	Traffic Counts - Other	0	0	1,500	1,500	2,500	2,500
050	Overhead Lighting		1,026	0	12,000	20,000	20,000
	Category Total	442,424	422,607	485,050	496,791	522,064	522,064
(478) WINTER MAINTENANCE							
001	Snow/Ice Control - Labor	119,304	118,269	123,785	124,032	135,989	135,989
002	Snow/Ice Control - Equip	88,347	71,100	85,000	85,000	85,000	85,000
003	Snow/Ice Control - Mat	51,393	356,377	430,000	380,000	400,000	400,000
	Category Total	259,044	545,745	638,785	589,032	620,989	620,989
(482) ADMIN., RECORDS, ENGINEERING							
001	Admin., Records, Eng.	10,310	10,083.98	50,000	50,000	50,000	50,000
002	Traffic Improvement Assoc.	25,300	25,900.00	26,100	26,300	27,000	27,000
003	Pavement Management update	13,909	15,277.32	93,325	12,000	15,000	15,000
012	Third Party Equipment Rental	0	0	0	15,000	15,000	15,000
021	Audit Fees	0	0	10,125	10,125	10,125	10,125
	Category Total	49,519	51,261	179,550	113,425	117,125	117,125
	TOTAL EXPENDITURES	3,850,031	4,417,301	7,556,418	6,310,081	8,235,448	8,235,448
(485) OTHER FINANCING USES							
	Contributions to other Funds:						
001	Local Roads	450,000	450,000	225,000	225,000	225,000	225,000
	TOTAL OTHER FINANCING USES	450,000	450,000	225,000	225,000	225,000	225,000
	TOTAL EXPENDITURES AND OTHER FINANCING USES	4,300,031	4,867,301	7,781,418	6,535,081	8,460,448	8,460,448
	Revenues over/(under) Expenditures	107,866	(176,158)	(2,500,006)	(499,188)	(136,017)	(136,017)
	FUND BALANCE AT JUNE 30	2,941,501	2,765,343	265,338	2,266,155	2,130,138	2,130,138
	Fund Balance as a % of Total Expenditures and Other Financing Uses	68.41%	56.81%	3.41%	34.68%	25.18%	25.18%

Major Roads

MAJOR ROAD CONSTRUCTION DETAIL

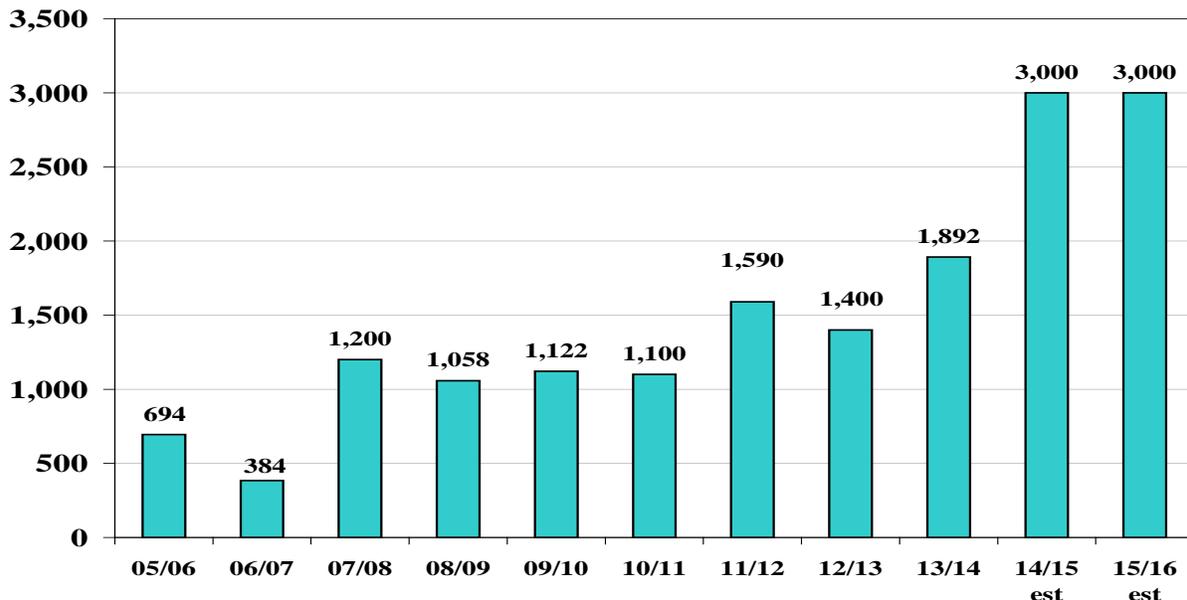
PROJECTS	Total Cost	Spent Through 6/30/2014	Project Commitment Remaining	To Be Expended in 14/15				Portion of Remaining Amount to be Spent in 2015/16 and Beyond	
				Act 51	Grants	Other Funds	Other Govt.		
<u>2007/08</u>									
14 Mile Rd (Drake to Farmington) - 125	284,985	281,798	3,187	3,187	0	0	0	0	
<u>2008/09</u>									
MDOT Bridge at Halsted & I-696, plus Orchard Lake Deck - 207	1,285,461	1,275,461	10,000	10,000	0	0	0	0	
<u>2009/2010</u>									
MDOT Bridge at Drake & I-696 - 119	18,015	16,015	2,000	2,000	0	0	0	0	
NW Hwy Connector Ph I, (O.L, 14 Mile & NW Hwy Roundabout) - 047	797,000		797,000	192,880	0	0	261,000	343,120	
NW Hwy Connector Ph 1 (Remainder - ROW) - 047	750,000		750,000	0	0	0	0	750,000	
14 Mile, Haggerty to Drake - 2012 - 131	947,872	921,888	25,984	25,984	0	0	0	0	
Grand River Ave, 10 Mile to Haggerty (ARRA) - 133	297,012	292,012	5,000	5,000	0	0	0	0	
<u>2011/2012</u>									
<u>2012/2013</u>									
Freedom Road, Drake to Hillview Ct - 138	178,673	168,673	10,000	10,000	0	0	0	0	
13 Mile Rehab, Orchard Lake to Middlebelt - 195	687,449	662,874	24,575	24,575	0	0	0	0	
Orchard Lake, 13-14 Mile PE Concept - 184	155,000	135,409	19,591	3,556	16,035	0	0	0	
Eight Mile (Grand River to Inkster Road)- 069	12,100	11,100	1,000	1,000	0	0	0	0	
Drake Road, 9 Mile to Freedom Road - 227	45,000		45,000	45,000					
<u>2013/2014</u>									
Farmington, 10 Mile to 11 Mile - 084	600,000	358,422	241,578		94,803	146,775	0	0	
10 Mile, Farmington to Orchard Lake - 057	875,000	405,042	469,958	241,425	165,337	63,196	0	0	
Farmington, 11 Mile to 12 Mile -078	494,195	35,512	458,683	40,332	215,900	202,451	0	0	
Orchard Lake & 13 Mile Safety Proj. (Signal/Peds)-009	16,500	8,069	8,431	8,431	0	0	0	0	
Grand River & Haggerty Safety Proj. (Signal/Peds)-009	8,500	4,156	4,344	4,344	0	0	0	0	
Hillel Day Tripartly - 114	63,000	62,000	1,000	1,000	0	0	0	0	
14 Mile at Halsted CMAQ SCATS Signal - 017	30,300	14,357	15,943	2,000	13,943	0	0	0	
14 Mile at Drake CMAQ SCATS Signal - 012	28,600	12,717	15,883		15,883	0	0	0	
Gill Road Fiberoptic School Sign - 235	23,000	4,620	18,380	18,380	0	0	0	0	
<u>2014/2015</u>									
13 Mile, Orchard Lake to Farmington - Design 194	150,000		150,000	150,000	0	0	0	0	
13 Mile, Haggerty to Halsted - Design 236	150,000		150,000	150,000	0	0	0	0	
Drake Road, 13 Mile to 14 Mile - Design 020	150,000		150,000	150,000	0	0	0	0	
Major Road Resurfacing - - Drake, S of 12 Mile - Gill & Lytle (9 Mile to Drake) - Power Road, S of 11 Mile	878,000		878,000	0	0	100,000	0	778,000	
				<u>4,255,537</u>	<u>1,089,094</u>	<u>521,901</u>	<u>512,422</u>	<u>261,000</u>	<u>1,871,120</u>
Total Construction Projected 14/15				<u>2,384,417</u>					

Major Roads

PROJECTS	Total Cost	Spent Through 6/30/2015	Project Commitment Remaining	To Be Expended in 15/16				Portion of Remaining Amount to be Spent in 2016/17 and Beyond
				Act 51	Grants	Road Millage	Other Govt.	
<u>Carryover</u>								
NW Hwy Connector Ph I , (O.L, 14 Mile & NW Hwy Roundabout) - 047	797,000	453,880	343,120	129,701	0	0	259,401	0
NW Hwy Connector Ph 1 (Remainder - ROW) - 047	750,000	0	750,000	0	0	0	0	750,000
Major Road Resurfacing - - Drake, S of 12 Mile - Gill & Lytle (9 Mile to Drake) - Power Road, S of 11 Mile	878,000	100,000	778,000	0	0	778,000	0	0
<u>2015/2016</u>								
Orchard Lake Road, 13 Mile to 14 Mile Road - Design	669,000		669,000	44,600	535,200	0	89,200	0
11 Mile Road, Middlebelt to Orchard Lake - Design	150,000		150,000	150,000	0	0	0	0
Colfax Road Recon, Gill Rd to Farmington Rd - Design	100,000		100,000	0		100,000	0	0
2016 Major Road Resurfacing	100,000		100,000	0		100,000	0	0
Major Road Sidewalk ADA - Improvement	45,000		45,000	0		45,000	0	0
Major Road Culvert Crossing Replacements	100,000		100,000	0		100,000	0	0
Haggerty Road, 10 Mile to South - Novi	18,500		18,500	18,500		0	0	0
Major Road Geotech	50,000		50,000	0		50,000	0	0
Gill Road Reconstruction (Colfax to 9 Mile) - Design	125,000		125,000	0		125,000	0	0
Major Road Design - - Shiawassee (Inkster to Middlebelt) - Tuck (8 Mile to Folsom) - Freedom (Drake to Gill)	300,000		300,000	0		300,000	0	0
Anticipated 2015 Triparty			178,067	0	0	0	0	178,067
Miscellaneous			50,000	50,000	0	0	0	0
			3,756,687	392,801	535,200	1,598,000	348,601	928,067
Total Construction Projected 15/16			2,874,602					

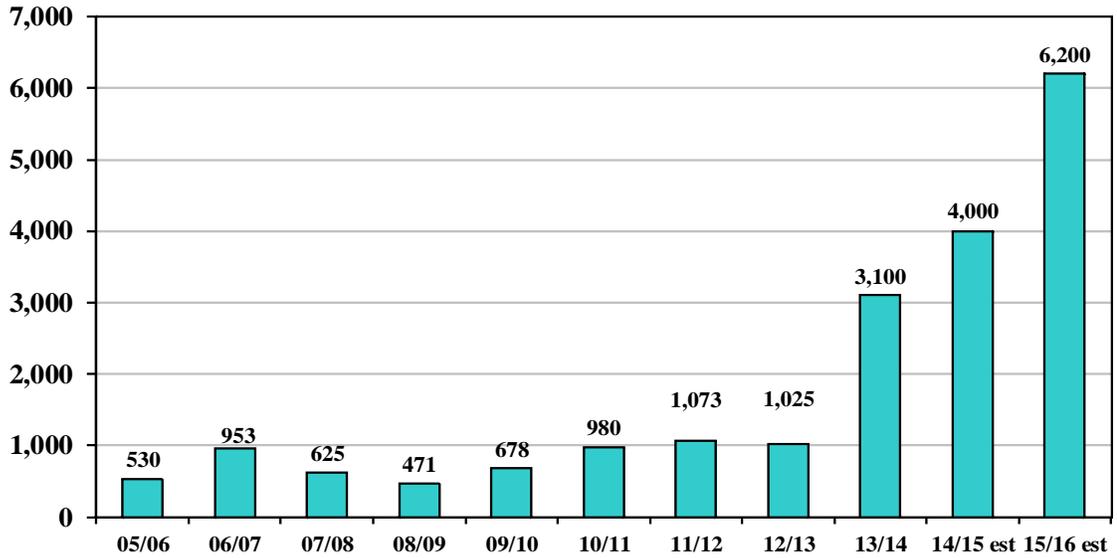
KEY DEPARTMENTAL TRENDS

ASPHALT REMOVED AND REPLACED (Tons)

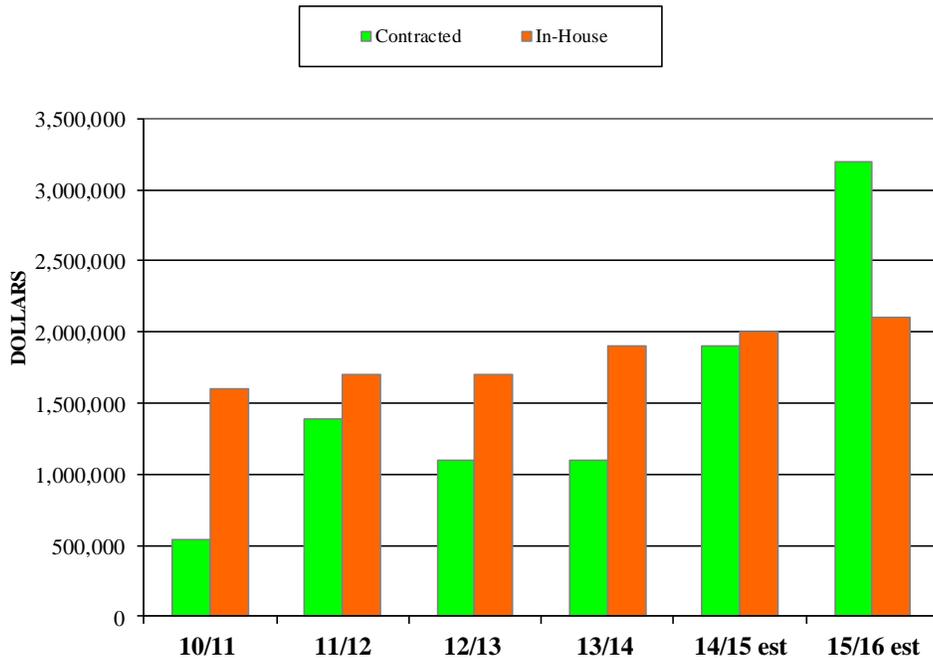


KEY DEPARTMENTAL TRENDS (Cont'd.)

Concrete Removed and Replaced (Cubic Yards)



CONTRACTED VS. IN-HOUSE MAINTENANCE



LOCAL ROADS

The Local Road Fund 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.

The FY 2015/16 proposed budget reflects the transfer of all non-debt service activity from the Local Road SAD Debt Service Fund into the Local Road Fund, as a division within this Special Revenue Fund. Each Local Road S.A. District will be tracked separately as part of the City's Local Road Special Revenue Fund/Governmental-type Activities.

GOALS

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

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

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.

Local Roads

	Performance Indicators	FY 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Estimated
Service Level	Pothole Patching – tons of cold patch	390	350	360
	Pavement Replacement – tons of asphalt	800	1,500	1,500
	Pavement Replacement – yards of 8” concrete	1,800	3,600	3,600
	Gravel Road Grading – miles	400	425	425
	Joint Sealing – lineal feet	8,100	8,300	19,000
	Sweeping – curb miles	1,600	1,600	1,600
	Storm Drain Structure Repairs	41	89	89
	Ditching – lineal feet	5,150	5,500	5,700
	Plowing – # of complete plowing of local roads	9	5	6
	Culvert Installations	36	35	38
	Roadside Cleanup – roadside miles	4	7	7
	Roadside Mowing – swath mile (5 ft. wide cut)	60	60	60
	Lawn Mowing – acres	90	92	92
	Sign Installations and Repairs	525	500	520
Traffic Counts	10	15	15	
Efficiency	Maintenance cost/local road mile	7,000	8,600	11,000
	Miles per Road Maintenance personnel	13.0	13.0	12.3

REVENUE/OTHER FINANCING SOURCES – FY 2015/16

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 24% of the budgeted resources needed to fund the Local Road Fund, is projected to remain at approximately the FY 2014/15 level for FY 2015/16, based on MDOT State estimates.

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 15/16.

Special Assessments – This is money paid by property owners in installments for their share of the cost of local road improvements directly benefiting their property.

Interest on Investments - Minimal revenue projected for 15/16.

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% of the estimated Major Road Gas & Weight tax for FY 2015/16.

Special Assessment Revolving Fund Appropriation – The proposed appropriations are inter-fund loans for proposed SAD Projects planned for FY 15/16.

Local Roads

Municipal Street Fund – This is an appropriation of the new Road Millage property tax funds to pay for preventative maintenance treatments and the City’s local match for Special Assessment infrastructure Projects.

EXPENDITURES/OTHER FINANCING USES

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$3,133,806 or 57% decrease from the current budget.
- The decrease results primarily from less construction project expenditures than budgeted for various road improvement projects (some of which will be carried forward into FY 2015/16).

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$4,040,086 or 167% increase from the year end projection and \$906,280 or 16% increase from the FY 14/15 current budget.
- The budget to budget increase results from approximately \$764,000 more routine maintenance expenditures (primarily in the areas of pavement replacement, joint sealing, and drain structures), a \$640,000 transfer to the SAD Revolving Fund for existing loan paybacks and close-outs, and an \$81,000 transfer to the General Debt Service Fund, previously made from the SAD Revolving Fund; partially offset by approximately \$466,000 less planned construction projects, and a net \$113,000 less in other operational expenditures.
- Fund balance is projected to be \$2,018,413 or 31% of Total Expenditure and Other Financing Uses at June 30, 2016. The \$70,125 or 3% reduction in fund balance is due to planned appropriations for maintenance and construction Projects, while maintaining an adequate fund balance available for emergencies and/or revenue shortfalls.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Local Road Fund	\$4,175,263	\$3,208,846	\$5,546,117	\$2,412,311	\$6,452,397

Local Roads

FUND NUMBER: 203

Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
FUND BALANCE AT JULY 1	506,801	733,573	908,705	908,705	2,088,538	2,088,538
REVENUES						
Intergovernmental Revenues:						
Gas & Weight Tax (Act 51)	1,316,436	1,447,430	1,475,365	1,529,403	1,515,448	1,515,448
Build Michigan Fund	47,248	47,289	47,500	47,200	47,200	47,200
Fines & Forfeitures	107,000	47,500	47,500	47,500	47,500	47,500
Total	1,470,684	1,542,220	1,570,365	1,624,103	1,610,148	1,610,148
Other Revenues:						
Special Assessment Interest	0	0	0	0	203,938	203,938
Special Assessment Principle	0	0	0	0	811,406	811,406
Interest on Investments	312	161	200	180	180	180
Total	312	161	200	180	1,015,524	1,015,524
TOTAL REVENUES	1,470,996	1,542,381	1,570,565	1,624,283	2,625,672	2,625,672
OTHER FINANCING SOURCES						
Contributions from other Funds:						
General Fund	0	0	75,000	75,000	0	0
Municipal Street Fund	0	0	0	499,750	2,250,000	2,250,000
Major Roads	450,000	450,000	225,000	225,000	225,000	225,000
SAD Revolving (247)	24,339	277,442	89,500	23,111	1,281,600	1,281,600
SAD Roads (813...)	1,831,617	1,114,155	2,678,584	1,145,000	0	0
Sewer	10,410	0	0	0	0	0
G.O. Bond Proceeds	614,672	0	580,146	0	0	0
TOTAL OTHER FINANCING SOURCES	2,931,038	1,841,597	3,648,230	1,967,861	3,756,600	3,756,600
TOTAL REVENUES AND OTHER FINANCING SOURCES	4,402,034	3,383,978	5,218,795	3,592,144	6,382,272	6,382,272

Local Roads

FUND NUMBER: 203

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
EXPENDITURES							
(451) CONSTRUCTION							
	Category Total	2,318,465	1,392,694	3,327,110	165,553	2,861,000	2,861,000
(463) ROUTINE MAINTENANCE							
011	Surface Maint - Labor	274,681	253,877	265,719	266,248	291,916	291,916
012	Surface Maint - Equip Rent	180,000	186,900	184,000	184,000	184,000	184,000
013	Surface Maint - Materials	86,170	83,256	95,000	95,000	95,000	95,000
014	Joint Sealing Program	115,729	140,937	217,000	217,000	325,300	325,300
015	Pavement Replacement	107,917	103,765	127,848	219,200	536,700	536,700
016	Surface Main - Contract	6,043	7,166	20,000	20,000	30,000	30,000
021	Rails/Posts - Labor	7,387	6,853	7,172	7,186	7,879	7,879
022	Rails/Posts - Equip Rent	1,500	1,000	900	900	900	900
023	Rails/Posts - Materials	0	0	500	500	500	500
024	Rails/Posts - Contract	2,526	0	2,000	10,000	10,000	10,000
031	Sweep & Flush - Labor	22,253	20,559	21,518	21,561	23,639	23,639
032	Sweep & Flush - Equip Rent	40,001	55,000	55,000	55,000	55,000	55,000
034	Sweep & Flush - Contract	77,281	67,924	80,500	80,500	89,000	89,000
041	Shoulder Maint - Labor	2,839	3,115	3,260	3,266	3,581	3,581
042	Shoulder Maint - Equip Rent	4,001	4,000	4,000	4,000	4,000	4,000
051	Forestry Maint - Labor	74,235	68,635	71,836	71,979	78,918	78,918
052	Forestry Maint - Equip Rent	40,013	44,000	43,000	43,000	43,000	43,000
054	Forestry Maint - Contract	42,685	34,867	51,000	51,000	51,000	51,000
061	Drain Structures - Labor	52,076	43,300	45,319	45,409	49,787	49,787
062	Drain Structures - Equip	35,001	27,500	28,000	28,000	28,000	28,000
063	Drain Structures - Mat	5,269	757	4,000	4,000	6,000	6,000
064	Drain Structures - Contract	54,284	59,122	92,600	139,200	240,600	240,600
071	Ditching & Bk Slope - Labor	176,022	168,421	176,276	176,627	193,655	193,655
072	Ditching & Bk Slope - Equip	120,198	122,800	120,000	120,000	120,000	120,000
073	Ditching & Bk Slope - Mat	22,747	39,213	35,000	40,000	40,000	40,000
081	Road Cleanup - Labor	1,892	2,077	2,174	2,178	2,388	2,388
082	Road Cleanup - Equip Rent	1,001	1,000	1,000	1,000	1,000	1,000
091	Grass/Weed - Labor	22,252	20,559	21,518	21,561	23,639	23,639
092	Grass/Weed - Equip Rental	13,599	21,900	20,900	20,900	20,900	20,900
093	Grass/Weed - Materials	660	1,961	1,000	4,000	4,000	4,000
094	Grass/Weed - Contract	0	0	1,000	500	1,000	1,000
103	Dust Control - Materials	0	0	7,000	5,000	7,000	7,000
104	Dust Control - Contract	36,311	35,986	50,000	51,000	52,000	52,000
	Category Total	1,626,573	1,626,450	1,856,040	2,009,715	2,620,302	2,620,302

Local Roads

FUND NUMBER: 203

Acct. No.	Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
(474) TRAFFIC SERVICES - MAINT.							
011	Sign Maint - Labor	22,253	20,559	21,518	21,561	23,639	23,639
012	Sign Maint - Equip Rent	6,000	5,500	5,500	5,500	5,500	5,500
013	Sign Maint -Materials	1,217	294	8,000	8,000	8,000	8,000
042	Traffic Counts - Equip.	0	259	0	0	0	0
	Category Total	29,470	26,612	35,018	35,061	37,139	37,139
(478) WINTER MAINTENANCE							
001	Snow/Ice Control - Labor	86,355	78,293	81,944	82,107	90,023	90,023
002	Snow/Ice Control - Equip	98,703	80,000	85,000	85,000	85,000	85,000
003	Snow/Ice Control - Material	36	197	0	0	0	0
	Category Total	185,094	158,490	166,944	167,107	175,023	175,023
(482) ADMIN., RECORDS, ENGINEERING							
001	Admin., Records, Eng.	4,800	4,600	15,000	12,000	15,000	15,000
002	Bond Financing Costs	10,861	0	138,130	0	0	0
003	Pav't Mgt System Update	0	0	3,000	3,000	3,000	3,000
012	Third-Party Equip. Rental	0	0	0	15,000	15,000	15,000
021	Audit Fees	0	0	4,875	4,875	4,875	4,875
	Category Total	15,661	4,600	161,005	34,875	37,875	37,875
(485) OTHER FINANCING USES							
Contribution to Other Funds							
	SAD Revolving Fund	0	0	0	0	639,908	639,908
	General Debt Service Fund	0	0	0	0	81,150	81,150
	Category Total	0	0	0	0	721,058	721,058
TOTAL EXPENDITURES AND OTHER FINANCING USES		4,175,263	3,208,846	5,546,117	2,412,311	6,452,397	6,452,397
Revenues over/(under) Expenditures		226,771	175,132	(327,323)	1,179,833	(70,125)	(70,125)
FUND BALANCE AT JUNE 30		733,573	908,705	581,383	2,088,538	2,018,413	2,018,413
Fund Balance as a % of Total Expenditures and Other Financing Uses		17.57%	28.32%	10.48%	86.58%	31.28%	31.28%

Local Roads

LOCAL ROAD CONSTRUCTION DETAIL

To Be Expended in 2014/15

PROJECT	Project Commitment Remaining	Act 51 Local	S.A.D. Fund	S.A.D. Revolving Fund	S.A.D. Bonds	Other Funds	Portion of Remaining Amount to be Spent in
							2015/16
<u>2014/2015</u>							
Westhill Street Road Rehabilitation	21,484	0	17,187	4,297	0	0	0
Lakehills Drive Road Rehabilitation	44,069	0	35,255	8,814	0	0	0
Orchard West Sub Road Rehabilitation	502,000	0	0	0	0	0	502,000
Woodbrook Sub Road Rehabilitation	1,364,000	0	0	0	72,000	18,000	1274000
SAD Design	10,000	0	0	10,000	0	0	0
	1,941,553	0	52,442	23,111	72,000	18,000	1,776,000

Total Construction Projected 14/15 165,553

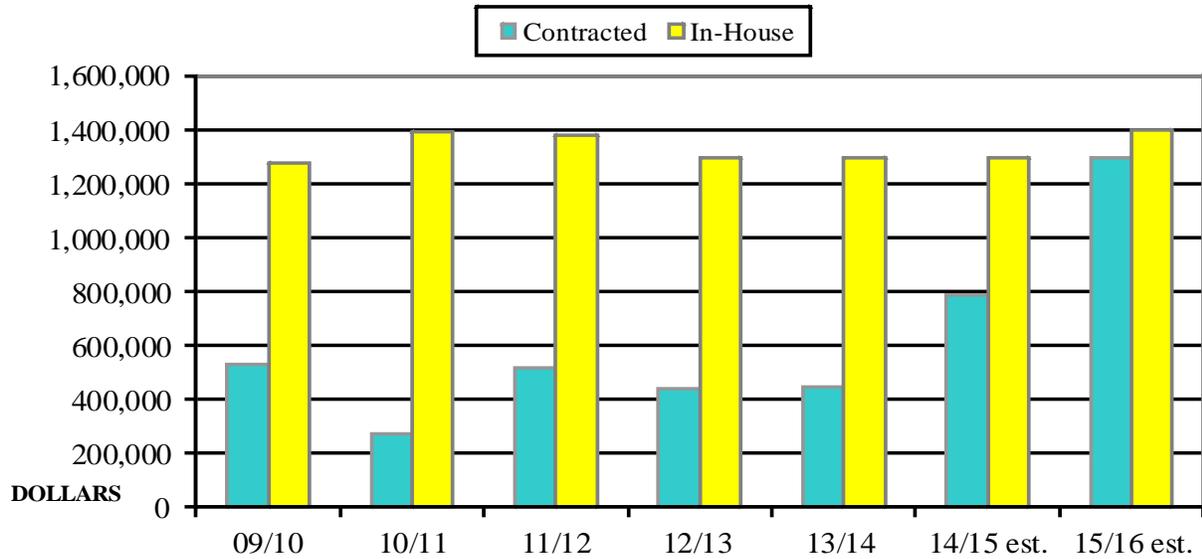
To Be Expended in 2015/16

PROJECT	Total Project Cost	Act 51 Local	S.A.D. Fund	S.A.D. Revolving Fund	S.A.D. Bonds	Road Millage	Portion of Remaining Amount to be Spent in
							2015/16
<u>Carryover</u>							
Orchard West Sub Road Rehabilitation	502,000	0	0	401,600	0	100,400	0
Woodbrook Sub Road Rehabilitation	1,274,000	0	0	0	947,200	236,800	90,000
<u>2015/16</u>							
Springbrook Drive Road Rehabilitation	500,000	0	0	400,000	0	100,000	0
Misc Road Rehabilitation	600,000	0	0	480,000	0	120,000	0
Residential Speed Control	25,000	25,000	0	0	0	0	0
SAD Design	50,000	50,000	0	0	0	0	0
	2,951,000	75,000	0	1,281,600	947,200	557,200	90,000

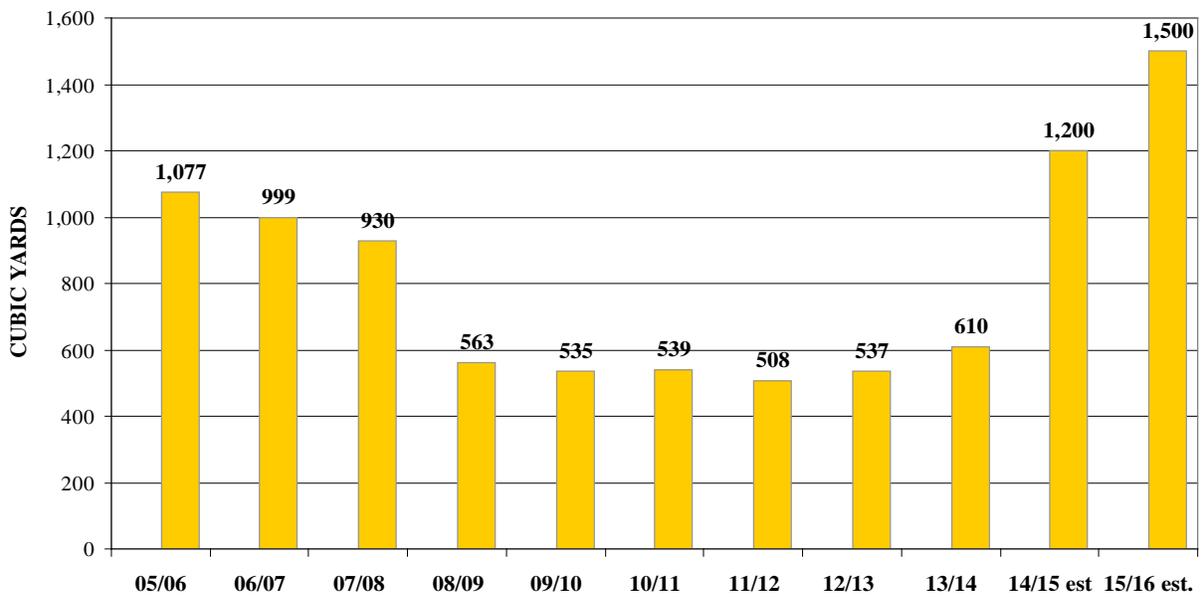
Total Construction Projected 15/16 2,861,000

KEY DEPARTMENTAL TRENDS

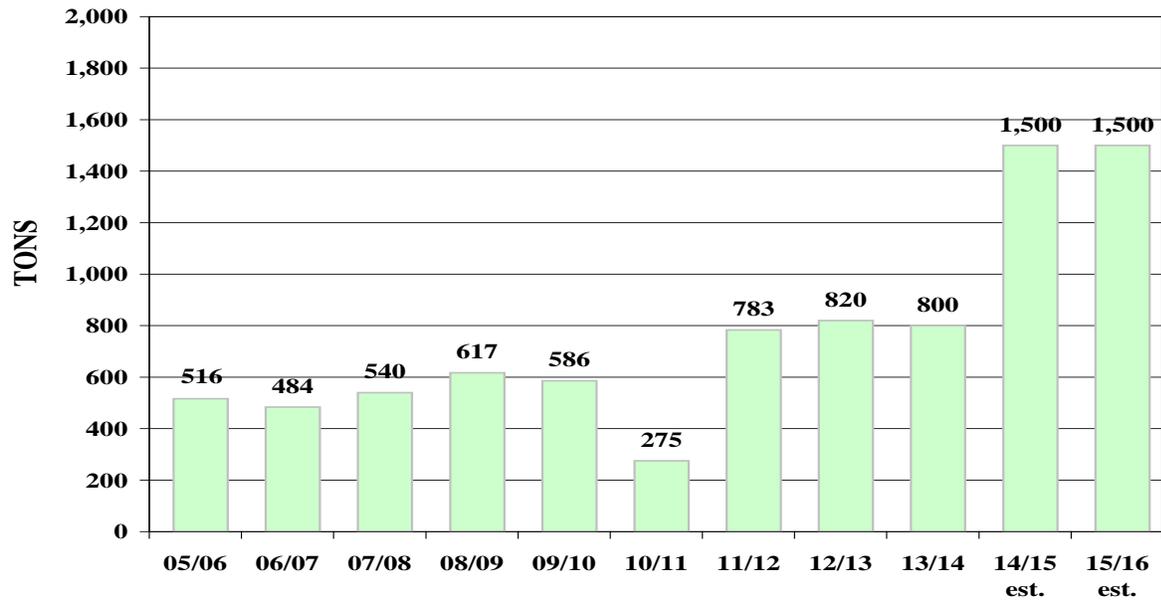
CONTRACTED VS. IN HOUSE MAINTENANCE



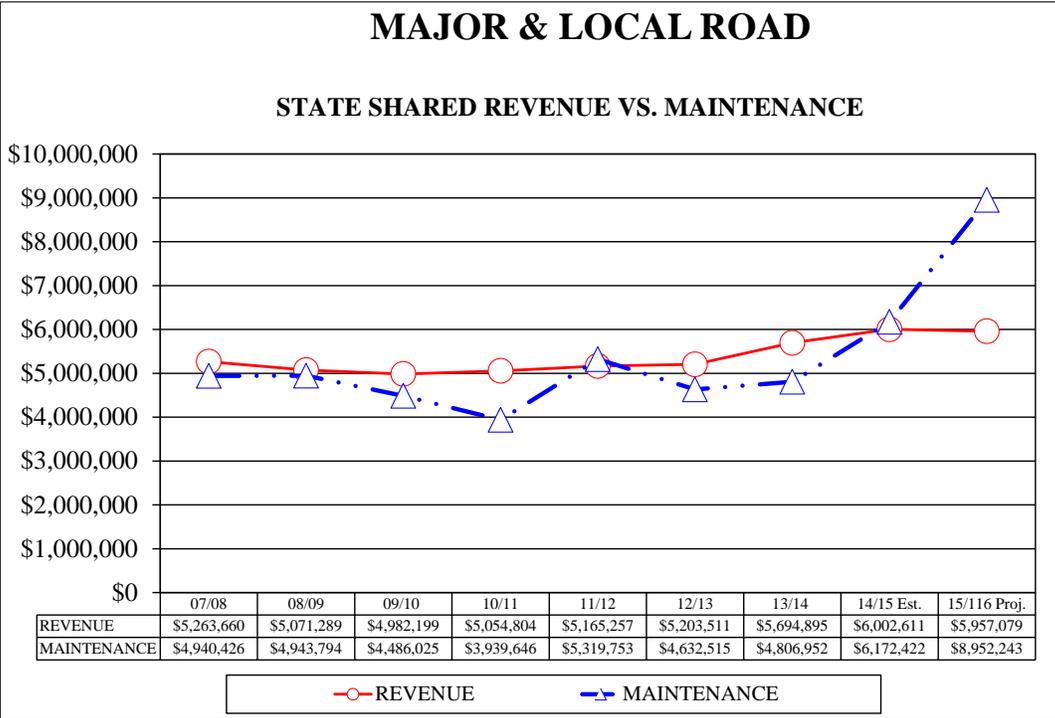
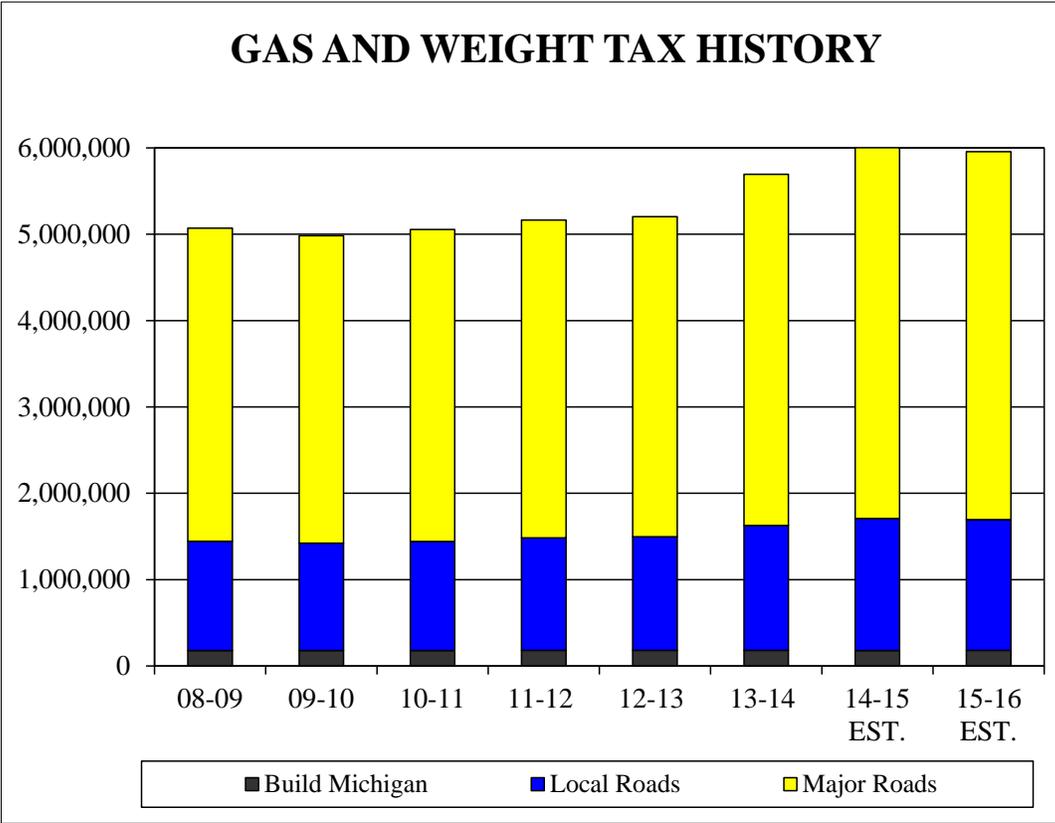
CONCRETE REMOVED AND REPLACED (Cubic yards)



ASPHALT REMOVED AND REPLACED (TONS)



MAJOR AND LOCAL ROAD FUNDS SUMMARY



Major and Local Road Funds Summary

**Road Funds Summary Of
Revenue & Expenditures
FY 2015/16**

Category	Major Roads	Local Roads	Eliminate Transfers Between Road Funds	Total Road Funds
Revenues				
Gas & Weight Funds (Act 51)	4,394,431	1,562,648	0	5,957,079
Fines & Forfeits	0	47,500	0	47,500
Local Road Special Assessment	0	1,015,344	0	1,015,344
Contributions From SAD Revolving Fund	0	1,281,600	0	1,281,600
Contributions From Other Governments	598,601	0	0	598,601
Federal and State Grants	535,200	0	0	535,200
Transfer From Major Roads	0	225,000	(225,000)	0
Transfer From Municipal Street Fund	2,795,349	2,250,000	0	5,045,349
Interest Income	700	180	0	880
Miscellaneous Income	150	0	0	150
Appropriation (To)/From Fund Balance	136,017	70,125	0	206,142
Total Revenues	8,460,448	6,452,397	(225,000)	14,687,845
Expenditures				
Construction	2,874,602	2,861,000	0	5,735,602
Routine Maintenance	4,100,668	2,620,302	0	6,720,970
Traffic Services Maintenance	522,064	37,139	0	559,203
Winter Maintenance	620,989	175,023	0	796,012
Transfer to SAD Revolving Fund	0	639,908	0	639,908
Transfer to General Debt Service Fund	0	81,150	0	81,150
Admin., Records, Engineering	117,125	37,875	0	155,000
Total Maintenance	5,360,846	3,591,397	0	8,952,243
Transfer To Local Roads	225,000	0	(225,000)	0
Total Expenditures	8,460,448	6,452,397	(225,000)	14,687,845

Major and Local Road Funds Summary

TRANSPORTATION

PROJECT	TOTAL COST	CITY COST	Maint. Costs	Figures shown are in thousands of dollars.						
				15/16	16/17	17/18	18/19	19/20	20/21	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	23,800,000	6,450,000	NC	400	2,050	1,000	1,000	1,000	1,000	
Northwestern Connector Phase 1 REMAINDER	30,000,000	1,500,000	NC	750						750
Thirteen Mile, Farmington to Orchard Lake - Reconstruct	2,200,000	660,000	NC		660					
Thirteen Mile, Haggerty to Halsted - Reconstruct	1,550,000	465,000	NC		465					
Drake, Thirteen Mile to Fourteen Mile - Reconstruct	1,865,000	569,000	NC		569					
Tri-Party TBD	150,000	50,000	NC			50				
Eleven Mile Road, Orchard Lake to Middlebelt	1,850,000	550,000				550				
Orchard Lake Boulevard, Thirteen to Fourteen Mile - ROW & Construction	23,800,000	1,660,000	10,000			450	510		700	
Grand River Corridor Improvement Authority (CIA) Projects	11,375,000	0	5,000							
Farmington/Colfax Intersection- Reconstruct Crosswalks	40,000	20,000	NC				20			
Halsted, I-696 to Twelve Mile	1,450,000	1,450,000	NC					1,450		
Business Park Pavement Replacement	3,600,000	1,800,000	NC					600	600	600
SUB-TOTAL	\$104,080,000	\$15,654,000	\$15,000	\$1,230	\$2,130	\$2,130	\$1,610	\$3,130	\$2,380	\$1,350

Major and Local Road Funds Summary

TRANSPORTATION (Cont'd.)

PROJECT	TOTAL COST	CITY COST	Maint. Costs	Figures shown are in thousands of dollars.						
				15/16	16/17	17/18	18/19	19/20	20/21	Future
Thirteen Mile Road, Halsted to Drake	1,900,000	1,900,000	NC							1,900
Eleven Mile Road, Middlebelt to Inkster	1,850,000	1,850,000	NC							1,850
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	20,000,000	250,000	NC							250
Thirteen Mile Widening, Middlebelt to Orchard Lake	8,500,000	2,550,000	NC							2,550
Northwestern Connector Phase 2	120,000,000	1,800,000	NC							1,800
Orchard Lake Boulevard, Twelve to Thirteen Mile	25,000,000	6,250,000	10,000							6,250
Weighmaster Eyebrow	300,000	300,000	NC							300
Thirteen Mile Road, Drake to Farmington	1,900,000	1,900,000	NC							1,900
Nine Mile Road, Drake to Gill, Reconstruction	750,000	750,000	NC							750
PAGE 2 SUB-TOTAL:	\$189,700,000	\$18,700,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$18,700
PAGE 1 SUB-TOTAL:	\$104,080,000	\$15,654,000	\$15,000	\$1,230	\$2,130	\$2,130	\$1,610	\$3,130	\$2,380	\$1,350
TOTAL:	\$293,780,000	\$34,354,000	\$25,000	\$1,230	\$3,824	\$2,130	\$1,610	\$3,130	\$2,380	\$20,050

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 2015/16 other than annual audit fees.

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- No change projected.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- No change anticipated.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Deferred S.A. Fund	\$300	\$150	\$300	\$300	\$300

Fund Number: 255

	Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
	FUND BALANCE AT JULY 1	52,953	52,673	52,534	52,534	52,254	52,254
	REVENUES						
	664 Interest Income	20	11	25	20	25	25
	Total Revenues	20	11	25	20	25	25
	EXPENDITURES						
	Miscellaneous	300	150	300	300	300	300
	Total Expenditures	300	150	300	300	300	300
	Revenues over/(under) Expenditures	(280)	(139)	(275)	(280)	(275)	(275)
	FUND BALANCE AT JUNE 30	52,673	52,534	52,259	52,254	51,979	51,979

PARKS MILLAGE FUND

Overview

This Fund provides for the accounting and budgeting of the voter approved up to 0.50 mill special parks millage. Revenue is calculated by multiplying the eligible taxable value by the Headlee adjusted millage rate and reducing the figure for delinquent personal property 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. The FY 2015/16 tax revenue will increase by approximately 2.8% due to a net increase in taxable value, as shown below:

CITY OF FARMINGTON HILLS PARKS & RECREATION MILLAGE

<u>Advalorem</u>	<u>FY 14/15</u>	<u>FY 15/16</u>
Total Advalorem TV (less Ren. Zone)	3,040,025,440	3,125,682,070
Less: Delinquent Personal TV	(11,586,407)	(12,181,195)
Less: Brownfield TV	(10,972,590)	(11,215,540)
Applicable TV	3,017,466,444	3,102,285,335
Millage	<u>0.00048820</u>	<u>0.00048820</u>
Applicable Levy	<u>1,473,127</u>	<u>1,514,536</u>
<u>IFT</u>	<u>FY 14/15</u>	<u>FY 15/16</u>
Total TV	2,101,850	1,515,030
Millage	<u>0.00024410</u>	<u>0.00024410</u>
Applicable Levy	<u>513</u>	<u>370</u>

Expenditures

Financial support this year will continue for the Players Barn, various Capital Improvements, 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 increase by \$102,506 to \$515,754 by June 30, 2016, which is 36% of Total Expenditures and Other Financing Uses. The 25% increase in fund balance is intended to restore fund balance to a level adequate to fund emergencies and/or revenue shortfalls.

Parks Millage Fund

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$3,393 or 0.2% increase from the current budget and \$19,940 or 1.2% increase from the adopted budget.
- The increase results primarily from encumbrances carried forward from FY 2013/14 for Equipment, and Activities Center Improvements, as well as additional costs anticipated for Heritage Park Projects.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$246,190 or 14.8% decrease from the FY 14-15 year-end projection and \$242,797 or 14.6% decrease from the FY 14-15 budget..
- The budget to budget decrease results primarily from the elimination of the contribution to the General Debt Service Fund for the matured Ice Arena Debt, and less proposed capital expenditures.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Parks Millage Fund	\$1,766,934	\$1,678,458	\$1,658,697	\$1,662,090	\$1,415,900

Parks Millage Fund**PARKS MILLAGE FUND**

FUND NUMBER: 410

Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
FUND BALANCE AT JULY 1	1,047,427	772,806	582,498	582,498	413,248	413,248
REVENUES						
Special Levy	1,486,064	1,473,936	1,479,516	1,473,127	1,514,536	1,514,536
IFT Payments	457	724	545	513	370	370
Miscellaneous	874	9,500	0	0	0	0
Donations*	0	0	0	15,500	0	0
Interest on Investments	4,918	3,990	2,000	3,700	3,500	3,500
TOTAL REVENUES	1,492,313	1,488,150	1,482,061	1,492,840	1,518,406	1,518,406
EXPENDITURES						
Operations:						
Audit & Legal Fees	1,200	1,300	1,300	1,300	1,300	1,300
Master Plan	2,346	13,294	0	0	0	0
Players Barn Contract	22,750	22,750	25,000	22,750	22,750	22,750
Total Operations	26,296	37,344	26,300	24,050	24,050	24,050
Capital:						
Heritage Park	10,954	17,345	35,000	64,143	15,000	15,000
Athletic Fields	23,229	15,765	25,000	12,500	25,000	25,000
Equipment	20,188	39,674	62,750	60,750	0	0
Comfort Station (Port-A-Johns)	7,441	6,370	8,000	8,000	8,000	8,000
Founders Park Improvements	9,112	0	5,000	0	5,000	5,000
Playground Improvement	11,864	1,111	8,480	4,600	6,000	6,000
Activities Center Improvements	0	3,000	30,317	30,197	25,000	25,000
Total Capital	82,788	83,264	174,547	180,190	84,000	84,000
Total Expenditures	109,084	120,608	200,847	204,240	108,050	108,050

Parks Millage Fund**PARKS MILLAGE FUND**

FUND NUMBER: 410

Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
OTHER FINANCING USES						
General Fund						
Park Maintenance/Operations	382,450	382,450	382,450	382,450	382,450	382,450
Nature Center	75,400	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	500,000	400,000	400,000	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	0	0
Total Other Financing Uses	1,657,850	1,557,850	1,457,850	1,457,850	1,307,850	1,307,850
TOTAL EXPENDITURES AND						
OTHER FINANCING USES (OFU)	1,766,934	1,678,458	1,658,697	1,662,090	1,415,900	1,415,900
Revenues over/(under) Expenditures	(274,621)	(190,308)	(176,636)	(169,250)	102,506	102,506
FUND BALANCE AT JUNE 30	772,806	582,498	405,862	413,248	515,754	515,754

* Donations from Panasonic and Friends of the Parks.

Fund Balance as a % of Expend/OFU	43.74%	34.70%	24.47%	24.86%	36.43%	36.43%
--	---------------	---------------	---------------	---------------	---------------	---------------

CAPITAL PROJECT DETAIL

	FY 2013/14	FY 2014/15	FY 2015/16
	Actual	Estimated	Budget
HERITAGE PARK			
Archery Range and Stables Area	0	62,148	0
Longacre	17,345	1,995	15,000
Daycamp/Nature Center Roof-Repair	0	0	0
Total Heritage Park	17,345	64,143	15,000
FOUNDERS SPORTS PARK IMPROVEMENTS			
Park Improvements	0	0	5,000
ATHLETIC FIELDS			
Ball field & soccer field renovation	15,765	12,500	25,000
EQUIPMENT			
Zamboni Repair	0	40,000	0
Compressor Repair	0	15,000	0
GMC Savana Cargo Van - Parks	19,124	0	0
Wood Chipper (split with DPW)	8,250	0	0
Misc	12,300	5,750	0
Total Equipment	39,674	60,750	0
COMFORT STATION			
Portable units for Little League program	6,370	8,000	8,000
ACTIVITIES CENTER IMPROVEMENTS			
Gym Flooring	0	7,197	0
Costick Plan	0	23,000	0
Misc improvements	0	0	25,000
Total Activies Center Improvements	0	30,197	25,000
PLAYGROUND EQUIPMENT			
Dog Park	1,111	600	1,000
Playground Equipment/Improvements	3,000	4,000	5,000
Total Playground Equipment	4,111	4,600	6,000
TOTAL CAPITAL	83,265	180,190	84,000

NUTRITION GRANT FUND

Overview

The Nutrition Grant Fund provides meals to Farmington/Farmington Hills residents, 60 years and over and is funded primarily by Federal Grants from the U.S. Department of Health and Human Services passed through the Area Agency on Aging. The Federal Grants are subject to Federal compliance audits. The Senior Division of the Special Services Department 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 (HDM) program mandates the delivery of one hot meal on five or more days a week at least one meal per day, may consist of a 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 83,554 meals were served in FY 2013/14. A projection of 89,336 meals is estimated for the FY 2014/15 contract year.

Revenue Assumptions

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

Expenditures

Personnel, supplies and utility/rent expenditures are used to provide congregate and homebound meals to those 60 years and older.

Fund Balance

Fund balance is projected to be \$0 at June 30, 2016.

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- The projected \$24,384 increase from the current budget results from more homebound meal costs, partially offset by less congregate meal costs.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- The proposed \$6,907 decrease from the prior year's projection results from less homebound meal costs, partially offset by more congregate meal costs.

\	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Nutrition Grant Fund	\$453,603	\$398,990	\$402,008	\$426,392	\$419,485

Nutrition Grant Fund

FUND NUMBER: 281

Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
FUND BALANCE AT JULY 1	0	0	0	0	0	0
REVENUES						
Federal Grant	283,645	265,041	244,226	260,474	281,842	281,842
Program Income	124,480	111,255	135,743	142,155	111,826	111,826
Interest Income	91	35	0	60	60	60
Local Match	25,448	22,659	22,039	23,703	25,757	25,757
Other Income	19,939	0	0	0	0	0
Total Revenues	453,603	398,990	402,008	426,392	419,485	419,485
EXPENDITURES						
Congregate Meals	116,629	67,014	100,502	70,623	83,199	83,199
Homebound Meals	336,974	331,976	301,506	355,769	336,286	336,286
Total Expenditures	453,603	398,990	402,008	426,392	419,485	419,485
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. It is anticipated that the electorate will be asked to renew this expiring millage at the November 2015 City election. This Fund provides for the accounting and budgeting of the voter approved up to 1.50 mill special millage. An additional 1.70 mills was approved by the electorate in 2011, effective July 2012 for ten years. Revenue is calculated by multiplying the eligible 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 increase by approximately 2.8% due to increased property tax revenue from a higher taxable value, as shown below:

CITY OF FARMINGTON HILLS PUBLIC SAFETY MILLAGE

<u>Advalorem</u>	<u>FY 14/15</u>	<u>FY 15/16</u>
Total Advalorem TV (less Ren. Zone)	3,040,025,440	3,125,682,070
Less: Delinquent Personal TV	(11,586,407)	(12,181,195)
Less: Brownfield TV	(10,972,590)	(11,215,540)
Applicable TV	3,017,466,444	3,102,285,335
Millage	0.00317640	0.00317640
Applicable Levy	<u>9,584,680</u>	<u>9,854,099</u>
<u>IFT</u>	<u>FY 14/15</u>	<u>FY 15/16</u>
Total TV	2,101,850	1,515,030
Millage	0.00158820	0.00158820
Applicable Levy	<u>3,338</u>	<u>2,406</u>

Expenditures

The public safety millage funds the following expenditures in FY 2015/16:

Police

- 35 sworn police officers
- 6 full-time police dispatchers—required for implementation and continued delivery of Emergency Medical Dispatch services
- 1 full-time civilian police dispatch supervisor
- 1 civilian crime prevention technician

Fire

- 4 fire shift lieutenants
- 4 battalion chiefs
- 17 full-time fire fighters
- 1 EMS Coordinator
- 1 Fire Chief
- 1 Deputy Chief
- 23 FTE Paid Callback Fire Fighters

Public Safety Millage

- Increased Medical Supplies, Vehicle Maintenance, Physical Examinations and Building Maintenance.
- 2 New Staff Vehicles.

Fund Balance

Fund Balance is planned to be approximately \$2.7 million or approximately 26% of expenditures at June 30, 2016. The \$452,403 or 14% reduction in fund balance is due to planned appropriations for Public Safety purposes, while maintaining an adequate fund balance available for emergencies and/or revenue shortfalls.

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- The projected \$235,610 or 2% increase from the current budget is the result of unbudgeted across-the-board salary increases, partially offset by lower than budgeted health insurance costs.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$448,832 or 4.5% increase from the FY 14-15 year-end projection and \$684,442 or 7.1% increase from the FY 14-15 budget. .
- The budget to budget increase results from increased personnel costs in both police and fire; as well as additional funding for medical supplies, vehicle maintenance, physical exams, building maintenance, and vehicles.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Public Safety Millage Fund	\$8,188,805	\$8,835,368	\$9,631,466	\$9,867,076	\$10,315,908

Public Safety Millage**PUBLIC SAFETY MILLAGE**

FUND NUMBER: 205

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
FUND BALANCE AT JULY 1	1,170,641	2,648,688	3,399,375	3,399,375	3,126,318	3,126,318
REVENUES						
Public Safety Millage	9,656,809	9,577,759	9,626,247	9,584,680	9,854,099	9,854,099
IFT Payments	2,972	4,711	3,548	3,338	2,406	2,406
Interest Income	7,071	3,585	5,200	6,000	7,000	7,000
TOTAL REVENUES	9,666,852	9,586,055	9,634,996	9,594,019	9,863,505	9,863,505
EXPENDITURES						
300 Police Department						
Salaries and Wages	4,042,037	4,283,117	4,799,962	5,037,726	5,238,459	5,238,459
Professional & Contractual	600	725	725	550	725	725
Total Police Department	4,042,637	4,283,842	4,800,687	5,038,276	5,239,184	5,239,184
337 Fire Department						
Salaries and Wages	4,145,568	4,550,801	4,800,054	4,798,088	4,918,797	4,918,797
Operating Supplies	0	0	0	0	10,000	10,000
Professional & Contractual	600	725	725	550	84,927	84,927
Capital Outlay	0	0	30,000	30,162	63,000	63,000
Total Fire Department	4,146,168	4,551,526	4,830,779	4,828,800	5,076,724	5,076,724
TOTAL EXPENDITURES	8,188,805	8,835,368	9,631,466	9,867,076	10,315,908	10,315,908
Excess Revenues over Expenditures	1,478,047	750,687	3,530	(273,057)	(452,403)	(452,403)
FUND BALANCE AT JUNE 30	2,648,688	3,399,375	3,402,905	3,126,318	2,673,915	2,673,915
Fund Balance as a % of Expenditures	32.35%	38.47%	35.33%	33.43%	25.92%	25.92%

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. Its forfeiture funds are considered Federal Grants for purposes of compliance with Federal Grant regulations.

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 2015/16 available resources will be utilized to:

- Fund Drug Education;
- Fund the remaining portions of police officers' class B uniforms to include short sleeved shirts;
- Fund the purchase of four Departmental unmarked vehicles and four marked patrol vehicles; and
- Fund other necessary expenditures not available in the Department's General Fund base budget.

Fund Balance

Fund balance is projected to be \$184,375 at June 30, 2016. The \$297,200 or 62% reduction in fund balance is due to an agency requirement to not budget for revenue, therefore, all budgeted expenditures are covered by available fund balance.

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$104,211 or 22.9% increase from the current budget.
- The increase results primarily from more vehicle purchases and maintenance than budgeted.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$262,281 or 46.9% decrease from the FY 14-15 year-end projection.
- The decrease results primarily from fewer supplies, equipment maintenance and equipment purchases than the FY 14/15 year-end projection.

Federal Forfeiture Fund	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
	\$165,112	\$384,768	\$455,270	\$559,481	\$297,200

Federal Forfeiture Fund

FEDERAL FORFEITURE FUND

FUND NUMBER: 213

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
FUND BALANCE AT JULY 1	810,832	864,776	824,835	824,835	481,575	481,575
REVENUES						
010 Auction	0	29,382	0	1,660	0	0
012 Federal Treasury Forfeiture	0	0	0	0	0	0
013 Federal Forfeiture	217,914	314,943	0	213,961	0	0
664 Interest Income	1,142	502	0	600	0	0
TOTAL REVENUES AND OTHER FINANCING SOURCES	219,056	344,827	0	216,221	0	0
EXPENDITURES						
(740) OPERATING SUPPLIES						
002 Books & Subscriptions	0	0	0	3,175	0	0
008 Drug Education	1,061	1,338	1,200	0	1,200	1,200
009 Evidence Lab Supplies	0	0	0	36	0	0
011 Lease Equipment	765	0	0	0	0	0
018 Ammunition & Weapons	5,960	20,901	10,000	28,820	10,000	10,000
019 Uniform	21,040	0	61,470	30,000	0	0
021 Audit Fee	0	0	0	4,950	5,500	5,500
040 Miscellaneous	85,012	5,914	7,000	0	0	0
Category Total	113,838	28,153	79,670	66,981	16,700	16,700
(801) PROFESSIONAL & CONTRACTUAL						
006 Vehicle Maintenance	0	0	1,800	63,500	60,000	60,000
007 Office Equipment Maintenance	15,664	2,904	0	6,000	0	0
009 In-Car Camera Maintenance	1,509	0	0	0	0	0
098 Polygraph/DNA Services	0	0	6,000	6,000	5,500	5,500
Category Total	17,173	2,904	7,800	75,500	65,500	65,500
(970) CAPITAL OUTLAY						
001 Office Furniture	0	19,000	0	0	0	0
002 Equipment	0	111,206	0	0	17,000	17,000
015 Automotive & Auto Equipment	34,101	223,505	367,800	417,000	198,000	198,000
Category Total	34,101	353,711	367,800	417,000	215,000	215,000
TOTAL EXPENDITURES AND OTHER FINANCING USES	165,112	384,768	455,270	559,481	297,200	297,200
Revenues over/(under) Expenditures	53,944	(39,941)	(455,270)	(343,260)	(297,200)	(297,200)
FUND BALANCE AS OF JUNE 30	864,776	824,835	369,565	481,575	184,375	184,375

Federal Forfeiture Fund

Capital Outlay FY 2015/16

Department Number: 213

Acct.

970	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
					Quantity	Amount
002		OFFICE EQUIPMENT				
		Interview Rooms (three) Video-MCOLES Compliance Project		12,000		12,000
		Increase in Jail Video Server Storage-MMRMA Recommended		<u>5,000</u>		<u>5,000</u>
				17,000		17,000
015		AUTOMOTIVE				
	4	Unmarked vehicle replacement	22,000	88,000	4	88,000
	4	Marked Patrol vehicle replacement	27,500	<u>110,000</u>	4	<u>110,000</u>
				198,000		198,000
		CAPITAL OUTLAY TOTAL		<u><u>215,000</u></u>		<u><u>215,000</u></u>

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 2015/16, funding will be utilized for:

- Police Department K-9 related expenses;
- Miscellaneous operating supplies; and
- Building Improvements

Fund Balance

Fund balance is projected to be \$2,630 at June 30, 2016. The \$55,000 or 95% reduction in fund balance is due to an agency requirement to not budget for revenue, therefore, all budgeted expenditures are covered by available fund balance.

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$61,520 or 60% decrease from the current budget.
- The decrease results primarily from less than budgeted building improvements to the interior to the Police facility.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$14,520 or 36% increase from the FY 14-15 year-end projection and \$47,000 or 46% decrease from the FY 14-15 budget.
- The budget to budget decrease results primarily from less anticipated available funding in FY 2015/16.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
State Forfeiture Fund	\$404,889	\$201,876	\$102,000	\$40,480	\$55,000

State Forfeiture Fund

STATE FORFEITURE FUND

FUND NUMBER: 214

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
FUND BALANCE AT JULY 1	426,710	141,412	51,667	51,667	57,630	57,630
REVENUES						
014 State Forfeiture	118,124	111,360	0	46,211	0	0
015 Miscellaneous	1,266	674	0	172	0	0
664 Interest Income	201	98	0	60	0	0
TOTAL REVENUE	119,591	112,131	0	46,443	0	0
EXPENDITURES						
(740) OPERATING SUPPLIES						
008 Drug Education	0	182	0	200	0	0
021 Audit Fees	0	0	500	0	0	0
040 Miscellaneous	8,805	1,395	1,500	1,900	5,000	5,000
Total Operating Supplies	8,805	1,577	2,000	2,100	5,000	5,000
(801) PROFESSIONAL & CONTRACTUAL						
070 Crime Prevention	829	400	0	0	0	0
Total Professional & Contractual	829	400	0	0	0	0
(970) CAPITAL OUTLAY						
001 Furniture	2,723	0	0	0	0	0
036 Building Improvements	392,532	199,898	100,000	38,380	50,000	50,000
Total Capital Outlay	395,255	199,898	100,000	38,380	50,000	50,000
TOTAL EXPENDITURES	404,889	201,876	102,000	40,480	55,000	55,000
TOTAL EXPENDITURES AND OTHER FINANCING USES	404,889	201,876	102,000	40,480	55,000	55,000
Revenues over/(under) Expenditures	(285,298)	(89,745)	(102,000)	5,963	(55,000)	(55,000)
FUND BALANCE AS OF JUNE 30	141,412	51,667	(50,333)	57,630	2,630	2,630

**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 Federal Grants are subject to Federal compliance audits. 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 2015/16, approximately 24 homes will be rehabilitated at a cost of \$168,000 as part of the Housing Rehabilitation Program.

Fund Balance

Fund balance is projected to be \$0 at June 30, 2016.

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$3,115 or 0.9% increase from the current budget and adopted budget.
- The increase results from additional grant funds being appropriated to Housing Rehabilitation Projects and Capital Projects.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$75,631 or 21% increase from the FY 14-15 year-end projection.
- The increase results primarily from more grant funds to be allocated in FY 2015/16.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
CDBG Fund	\$647,247	\$268,547	\$351,885	\$355,000	\$430,631

Community Development Block Grant Fund

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

FUND NUMBER: 275

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
FUND BALANCE AT JULY 1	0	0	0	0	0	0
REVENUES						
Community Development Block Grant	632,981	174,252	316,885	300,000	395,631	395,631
Housing Rehabilitation Program Loan Receipts	14,266	94,295	35,000	55,000	35,000	35,000
Total Revenues	647,247	268,547	351,885	355,000	430,631	430,631
EXPENDITURES						
ADMINISTRATION						
Salaries & Wages	15,694	18,269	70,000	21,300	66,500	66,500
Fringe Benefits	14,224	13,530	12,000	12,000	15,000	15,000
Supplies	46	0	100	100	100	100
Conferences & Workshops	1,115	800	1,100	1,000	1,000	1,000
Memberships & Dues	2,015	1,440	2,000	1,800	1,800	1,800
Legal Notices	1,352	1,411	1,100	1,400	1,400	1,400
Haven	5,000	5,000	5,000	5,000	5,000	5,000
Contracted Services	1,000	1,000	2,000	2,000	2,000	2,000
Category Total	40,446	41,450	93,300	44,600	92,800	92,800
CAPITAL OUTLAY						
Housing Rehab. Grants	40,293	47,033	10,000	10,000	23,000	23,000
Housing Rehabilitation	332,803	83,769	61,675	65,400	167,000	167,000
Housing Rehab. Income Est.	14,266	94,295	34,000	55,000	35,000	35,000
Category Total	387,362	225,097	105,675	130,400	225,000	225,000
Total Expenditures	427,808	266,547	198,975	175,000	317,800	317,800
OTHER FINANCING USES						
Contribution to Other Funds Capital Improvement Fund Capital Projects	219,439	2,000	152,910	180,000	112,831	112,831
Total Other Financing Uses	219,439	2,000	152,910	180,000	112,831	112,831
TOTAL EXPENDITURES AND OTHER FINANCING USES	647,247	268,547	351,885	355,000	430,631	430,631
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 Local Road Special Assessment Debt Service Fund. Water and Sewer Debt is accounted for within the Water and Sewer Enterprise 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. Bonds are payable on the City-at-large share of Local Road SAD's through 2027, and the Golf Club through 2031.

Building Authority Debt Service Fund

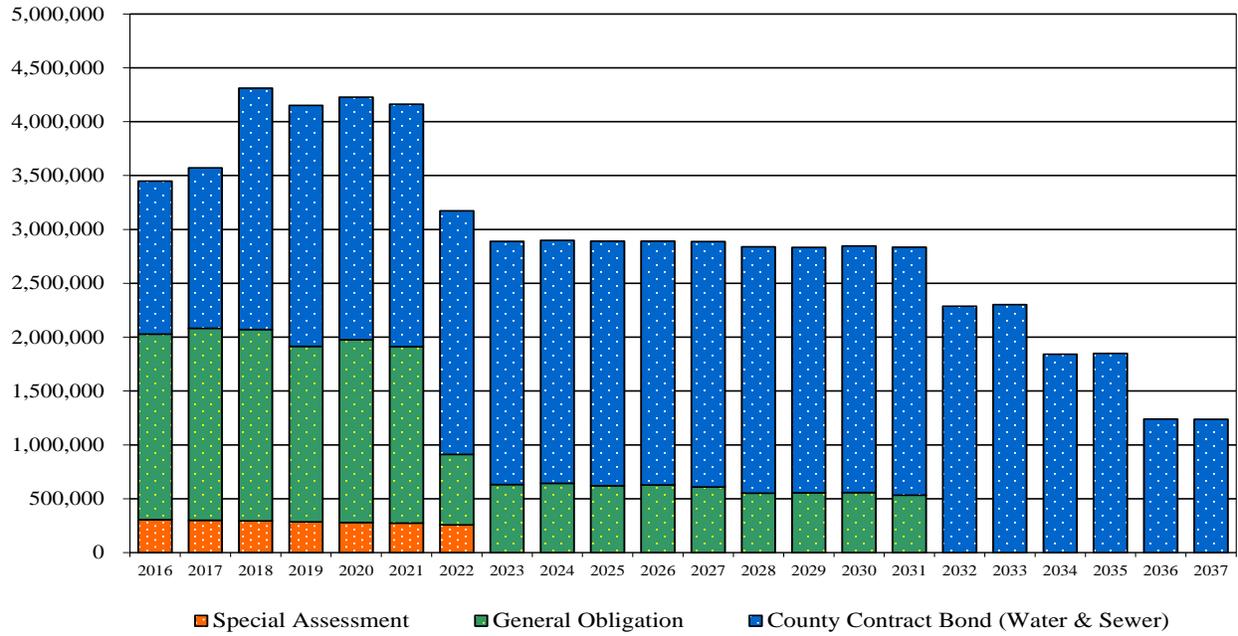
The City of Farmington Hills Building Authority is a financing vehicle utilized in Michigan to finance facilities through the issuance of bonded debt. This separate Authority issues debt, builds the facility and enters into lease agreements for the facilities with the community. The annual lease payments 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.

Local Road Special Assessment Debt Service Fund

This Fund has historically been 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 comprises Special Assessments Districts (SAD's) established for local roads. The FY 2015/16 proposed budget reflects the transfer of all non-debt service activity to the Local Road Fund, as a division within that Special Revenue Fund. Each SA District will still be tracked separately as part of the City's Local Road Special Revenue Fund/Governmental-type Activities. Thereafter, this Debt Service Fund will only account for the payment of special assessment debt service, and related miscellaneous expenditures. Consequently, the \$455,562 or 23% reduction in fund balance is caused by this change. Over time, fund balance will planned to be \$0 each year.

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, 2015)
for Fiscal Years Ending June 30, 2016 - 2037**



DEBT SERVICE FUNDS SUMMARY

	General Debt Service Fund #301	Building Authority Debt Fund #662	Local Road SAD Debt Fund #813	Total Debt Service Funds
FUND BALANCE AT JULY 1, 2015	166,991	0	2,005,020	2,172,012
REVENUES				
Interest income	400	0	0	400
Special Assessments	0	0	0	0
Intergovernmental Revenues	243,538	0	0	243,538
Total Revenues	243,938	0	0	243,938
EXPENDITURES				
Bond principal payments	360,000	895,000	306,438	1,561,438
Interest and fiscal charges	219,463	249,805	140,049	609,317
Miscellaneous	2,650	975	9,075	12,700
Total Expenditures	582,113	1,145,780	455,562	2,183,455
Revenues over/(under) Expenditures	(338,175)	(1,145,780)	(455,562)	(1,939,517)
OTHER FINANCING SOURCES AND USES				
Proceeds from Bond Sale	0	0	0	0
Transfers In				
-General Fund	1,419,180	0	0	1,419,180
-SAD Revolving Fund	0	0	0	0
-Local Road Fund	81,150	0	0	81,150
-General Debt Fund	0	1,145,780	0	1,145,780
-Park Millage Fund	0	0	0	0
Total Transfers In	1,500,330	1,145,780	0	2,646,110
Transfers Out				
-SAD Revolving Fund	0	0	0	0
-Local Road Fund	0	0	0	0
- Building Authority Fund	(1,145,780)	0	0	(1,145,780)
Total Transfers out	(1,145,780)	0	0	(1,145,780)
Total Other Financing Sources and Uses	354,550	1,145,780	0	1,500,330
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	16,375	0	(455,562)	(439,187)
FUND BALANCE AT JUNE 30, 2016	183,366	0	1,549,458	1,732,825

General Debt Service Fund

FUND NUMBER: 301

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
FUND BALANCE AT JULY 1	22,255	6,625	162,748	162,748	166,991	166,991
REVENUES						
(642) Caddell Drain Credit	0	0	0	3,069	0	0
(664) Interest Income	392	137	300	500	400	400
(655) Contribution from Farmington - Court	141,774	163,437	136,893	136,893	149,038	149,038
(655) District Court Building Fund	99,369	98,845	94,500	94,500	94,500	94,500
Total Revenues	241,535	262,418	231,693	234,962	243,938	243,938
OTHER FINANCING SOURCES						
(676) Contribution From Other Funds:						
General Fund	1,753,378	2,069,682	1,943,105	1,943,105	1,419,180	1,419,180
SAD Revolving Fund	17,298	78,900	77,800	77,800	0	0
Local Road Fund	0	0	0	0	81,150	81,150
Park Millage Fund	150,000	150,000	150,000	150,000	0	0
(695) Bond Proceeds	6,999,162	5,762	0	0	0	0
	8,919,838	2,304,344	2,170,905	2,170,905	1,500,330	1,500,330
TOTAL REVENUES AND OTHER FINANCING SOURCES	9,161,373	2,566,762	2,402,598	2,405,867	1,744,268	1,744,268
EXPENDITURES						
GENERAL DEBT ISSUES:						
(990) Interest:						
Caddell Erosion - 1994	12,092	7,517	2,456	2,456	0	0
Farmington Hills Golf Club	296,088	217,555	208,813	208,813	197,813	197,813
Farmington Hills Ice Arena	54,085	33,105	11,190	11,190	0	0
2012 G.O. Limited Capital Impr. Bonds	17,297	23,900	22,800	22,800	21,650	21,650
Total	379,562	282,077	245,259	245,259	219,463	219,463
(995) Principal:						
Caddell Erosion - 1994	126,621	122,784	122,784	122,784	0	0
Farmington Hills Golf Club	225,000	225,000	300,000	300,000	300,000	300,000
Farmington Hills Ice Arena	460,000	500,000	495,000	495,000	0	0
2012 G.O. Limited Capital Impr. Bonds	0	55,000	55,000	55,000	60,000	60,000
Total	811,621	902,784	972,784	972,784	360,000	360,000
TOTAL GENERAL DEBT	1,191,183	1,184,861	1,218,043	1,218,043	579,463	579,463
(996) Miscellaneous/Audit Expense	84,622	2,650	2,650	2,650	2,650	2,650
Total Expenditures	1,275,805	1,187,511	1,220,693	1,220,693	582,113	582,113

General Debt Service Fund

FUND NUMBER: 301

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
OTHER FINANCING USES						
(905) Contribution to Building Authority						
Interest:						
47th District Court	25,938	0	0	0	0	0
Refunding Bond - 2003 DPW/Fire	41,555	34,753	27,280	27,280	19,680	19,680
47th District Court - Refunding	298,875	298,375	264,625	264,625	230,125	230,125
Total	<u>366,368</u>	<u>333,128</u>	<u>291,905</u>	<u>291,905</u>	<u>249,805</u>	<u>249,805</u>
Principal:						
47th District Court	600,000	0	0	0	0	0
Refunding Bond - 2003 DPW/Fire	180,000	205,000	200,000	200,000	200,000	200,000
47th District Court - Refunding	0	685,000	690,000	690,000	695,000	695,000
Total	<u>780,000</u>	<u>890,000</u>	<u>890,000</u>	<u>890,000</u>	<u>895,000</u>	<u>895,000</u>
Use of Bldg. Authority Fund Balance	(160,786)	0	925	(974)	975	975
Total Contribution to Building Auth.	985,582	1,223,128	1,182,830	1,180,931	1,145,780	1,145,780
Transfer to Escrow Agent	<u>6,915,616</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Other Financing Uses	<u>7,901,198</u>	<u>1,223,128</u>	<u>1,182,830</u>	<u>1,180,931</u>	<u>1,145,780</u>	<u>1,145,780</u>
TOTAL EXPENDITURES AND OTHER FINANCING USES	<u>9,177,003</u>	<u>2,410,638</u>	<u>2,403,523</u>	<u>2,401,624</u>	<u>1,727,893</u>	<u>1,727,893</u>
Revenues Over/(Under) Expenditures	<u>(15,630)</u>	<u>156,123</u>	<u>(925)</u>	<u>4,243</u>	<u>16,375</u>	<u>16,375</u>
FUND BALANCE AT JUNE 30	<u>6,625</u>	<u>162,748</u>	<u>161,823</u>	<u>166,991</u>	<u>183,366</u>	<u>183,366</u>

Building Authority Fund

FUND NUMBER: 662

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
FUND BALANCE AT JULY 1	164,589	2,923	1,949	1,949	0	0
REVENUES						
(664) Interest Income	95	1	50	0	0	0
Total Revenues	95	1	50	0	0	0
OTHER FINANCING SOURCES						
Contributions from other funds:						
(301) General Debt Service Fund	985,582	1,223,128	1,182,830	1,180,931	1,145,780	1,145,780
Total Other Financing Sources	985,582	1,223,128	1,182,830	1,180,931	1,145,780	1,145,780
TOTAL REVENUES AND OTHER FINANCING SOURCES	985,677	1,223,128	1,182,880	1,180,931	1,145,780	1,145,780
EXPENDITURES						
995 Bond Principal	780,000	890,000	890,000	890,000	895,000	895,000
996 Bond Interest:						
Refunding -DPW/Fire	41,555	34,752	27,280	27,280	19,680	19,680
47th District Court	25,938	0	0	0	0	0
47th District Court - Refunding	298,875	298,375	264,625	264,625	230,125	230,125
Total Interest	366,368	333,127	291,905	291,905	249,805	249,805
Total Debt Service	1,146,368	1,223,127	1,181,905	1,181,905	1,144,805	1,144,805
970-994 Audit Fees	975	975	975	975	975	975
TOTAL EXPENDITURES	1,147,343	1,224,102	1,182,880	1,182,880	1,145,780	1,145,780
TOTAL EXPENDITURES AND OTHER FINANCING USES	1,147,343	1,224,102	1,182,880	1,182,880	1,145,780	1,145,780
Revenues Over/(Under) Expenditures	(161,666)	(974)	0	(1,949)	0	0
FUND BALANCE AT JUNE 30	2,923	1,949	1,949	0	0	0

Local Road Special Assessment - Debt Service Fund

FUND NUMBER: 813

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
FUND BALANCE AT JULY 1	910,852	2,090,379	1,898,108	1,898,108	2,005,020	2,005,020
REVENUES						
664 Special Assessment Interest	204,826	181,940	175,000	166,175	0	0
672 Special Assessment Principle	1,521,927	1,102,473	650,000	702,058	0	0
Total Revenue	1,726,753	1,284,413	825,000	868,233	0	0
EXPENDITURES						
440 Capital/Bond Financing Costs	42,455	28,327	33,000	54,560	0	0
996-001 Debt Service (P&I)	287,847	422,861	316,888	316,888	446,487	446,487
996-003 Auditing Fees	0	0	0	9,075	9,075	9,075
Total Expenditures	330,302	451,188	349,888	380,523	455,562	455,562
Excess or Revenue (Under)/Over Expenditures	1,396,451	833,225	475,112	487,710	(455,562)	(455,562)
OTHER FINANCING SOURCES/(USES)						
SAD Bond Proceeds	2,470,000	0	2,320,584	1,145,000	0	0
Revolving SAD Fund (net)	(855,306)	159,228	(237,949)	(380,798)	0	0
Local Roads	(1,831,618)	(1,132,972)	(2,678,584)	(1,145,000)	0	0
Water/Sewer	0	(51,751)	0	0	0	0
Total Other Financing Sources/(Uses)	(216,924)	(1,025,496)	(595,949)	(380,798)	0	0
Net Change in Fund Balance	1,179,527	(192,271)	(120,837)	106,912	(455,562)	(455,562)
FUND BALANCE AT JUNE 30	2,090,379	1,898,108	1,777,271	2,005,020	1,549,458	1,549,458

**CALCULATION OF DEBT LEVY FY 2015/16
GENERAL DEBT SERVICE FUND**

<i>Description of Debt</i>	<i>Fund Servicing Debt</i>	<i>Final Maturity</i>	<i>Debt Outstanding</i>		<i>Interest</i>	<i>Total</i>	<i>Millage*</i>
			<i>Year Ended 6/30/15</i>	<i>Principal</i>			
Building Authority Issues:							
Refunding Bonds-2003 DPW/Fire Station No.2	Building Authority	17-18	590,000	200,000	19,680	219,680	0.0703
Audit Fees						975	0.0003
47TH District							
Court Refunding	Building Authority	20-21	5,180,000	695,000	230,125	925,125	
Farmington Hills Court Debt			5,180,000	695,000	230,125	925,125	0.2960
Less Farmington's Share (16.11%)				(111,965)	(37,073)	(149,038)	(0.0477)
Less Contributions - Court Bldg. Fund				(70,993)	(23,507)	(94,500)	(0.0302)
Net Debt Levy				512,042	169,545	681,587	0.2181
Use of Bldg. Authority Fund Balance						0	0.0000
Total Building Authority Issues			5,770,000	712,042	189,225	902,242	0.2887
Farmington Hills Golf Club:							
		30-31	6,745,000	300,000	197,813	497,813	0.1593
Capital Improvement Bonds - City Share of SAD							
		26-27	860,000	60,000	21,650	81,650	0.0261
Miscellaneous Expenditures						2,650	
SAD Revolving Fund						(81,150)	
Interest Earnings						(400)	
Fund Balance Contribution						0	
						(78,900)	(0.0252)
GRAND TOTAL			13,375,000	1,072,042	408,688	1,402,805	0.4488
			Net Amount	Debt Millage			
DEBT LEVY:			1,402,805	0.4488			
Taxable Value less Ren.Zone			3,125,682,070				

* 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 2015/16

Description of Existing Debt	Fund Servicing Debt	Debt Outstanding at June 30, 2015	Principal	Interest	Total
General Obligation:					
Farmington Golf Club	Debt Service	6,745,000	300,000	197,813	497,813
Local Roads	Debt Service	860,000	60,000	21,650	81,650
Building Authority Bonds	Debt Service	5,770,000	895,000	249,805	1,144,805
County Contract Bonds	* Water and Sewer	34,670,005	550,000	871,100	1,421,100
Special Assessment Bonds	Special Assessment	1,860,000	270,000	36,438	306,438
TOTAL		49,905,005	2,075,000	1,376,806	3,451,806

* Included in the City's Water and Sewer Funds

STATEMENT OF LEGAL DEBT MARGIN AS OF JUNE 30, 2015

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. The following is the Legal Debt Margin calculation:

2015 State Equalized Value (SEV)	3,553,579,500
Debt Limited (10% of State Equalized Valuation and Equivalent)	355,357,950
Amount of Outstanding Debt *	49,905,005
Less:	
Special Assessment Bonds	1,860,000
LEGAL DEBT MARGIN	307,312,945
 Percentage of Legal Debt Limit Utilized	 13.52%

* Inclusive of Water and Sewer Funds Debt.

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/Millage, 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 used to account for the acquisition of golf course equipment and capital improvements.
- **The Special Assessment Revolving 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	Special Assessment Revolving Fund #247	Total Capital Project Funds
FUND BALANCE AT JULY 1, 2015	885,423	51,635	1,719,019	2,656,077
REVENUES				
Sales, Fees & Other	2,000	30,500	0	32,500
Interest income	500	40	500	1,040
Total Revenues	2,500	30,540	500	33,540
EXPENDITURES				
Public Facilities	2,348,000	0	0	2,348,000
Drainage	355,000	0	0	355,000
Sidewalk	172,000	0	0	172,000
Equipment	2,969,227	99,750	0	3,068,977
Administration & Misc.	4,450	200	1,400	6,050
Total Expenditures	5,848,677	99,950	1,400	5,950,027
Revenues over/(under) Expenditures	(5,846,177)	(69,410)	(900)	(5,916,487)
OTHER FINANCING SOURCES AND USES				
Transfer in from Local Road SAD	0	0	639,908	639,908
Transfer in from CDBG	112,831	0	0	112,831
Transfer in from General Fund	4,847,923	29,952	0	4,877,875
Transfer out	0	0	(1,281,600)	(1,281,600)
Total Other Financing Sources and Uses	4,960,754	29,952	(641,692)	4,349,014
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(885,423)	(39,458)	(642,592)	(1,567,473)
FUND BALANCE AT JUNE 30, 2016	0	12,177	1,076,427	1,088,604

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 \$2,411,216 in FY 15/16 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 2014/15, there were over \$709,000 of project expenditures encumbered and carried forward from FY 2013/14. For FY 2015/16, 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 \$5.8 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 15/16 will decrease by \$885,423 or 100% to \$0 by June 30, 2016. Due to General Fund tax dollars being the primary funding source for this Fund, all available fund balance is assumed to be used in conjunction with the City's limited taxing authority.

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

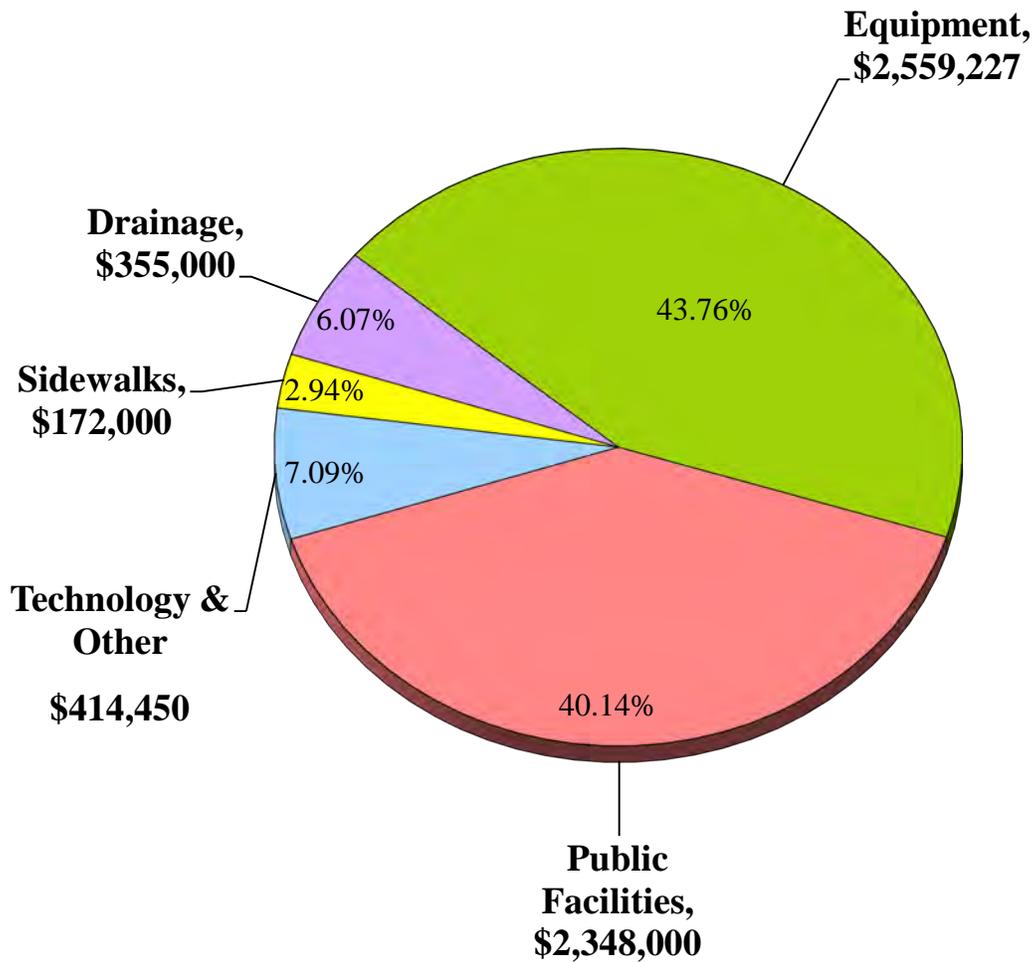
- \$579,805 or 12% decrease from the current budget.
- The decrease results primarily from the projected lower than budgeted public facility, sidewalks, and equipment costs, partially offset by projected increased drainage project costs.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$1,710,675 or 41% increase from the FY 14-15 year-end projection and \$1,130,870 or 24% increase from the FY 14-15 budget.
- The budget to budget increase results from approximately \$1,421,000 more public facilities expenditures, \$271,000 more equipment expenditures, and \$3,000 more administrative expenditures; partially offset by \$398,000 less sidewalk expenditures and \$166,000 less drainage expenditures.

	2012-2013 ACTUAL	2013-14 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015/16 PROPOSED BUDGET
Capital Improvement Fund	\$2,147,078	\$4,150,138	\$4,717,807	\$4,138,002	\$5,848,677

Capital Improvement Fund Expenditures \$5,848,677



Capital Improvement Fund

CAPITAL IMPROVEMENT FUND

FUND NUMBER: 404

Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
FUND BALANCE AT JULY 1	3,696,544	4,567,903	2,367,566	2,367,566	885,423	885,423
REVENUES						
Interest on Investments	2,356	1,442	3,000	765	500	500
Sale of Fixed Assets	6,700	41,000	4,200	2,000	2,000	2,000
Reimbursements	0	0	0	5,479	0	0
Sidewalk SAD's	0	7,737	0	19,877	0	0
Energy & Environmental Sustainability	5,821	0	0	0	0	0
Grants	80,203	48,999	0	10,000	0	0
Miscellaneous	10,556	0	0	1,031	0	0
Total Revenues	105,636	99,177	7,200	39,152	2,500	2,500
OTHER FINANCING SOURCES						
Bond Proceeds	355,328	0	0	0	0	0
Contribution From Other Funds:						
CDBG Fund	219,439	2,000	152,910	180,000	112,831	112,831
General Fund - Property Tax Allocation	2,338,034	1,843,981	2,411,707	2,411,707	4,822,923	4,822,923
General Fund - Energy/Utility Savings Allocation	0		25,000	25,000	25,000	25,000
Contribution From Other Governments						
City of Farmington	0	4,642	0	0	0	0
Total Other Financing Sources	2,912,801	1,850,623	2,589,617	2,616,707	4,960,754	4,960,754
TOTAL REVENUES AND OTHER FINANCING SOURCES						
	3,018,437	1,949,800	2,596,817	2,655,859	4,963,254	4,963,254
EXPENDITURES						
DRAINAGE	158,385	871,590	521,437	640,297	355,000	355,000
PUBLIC FACILITIES						
Land Acquisition	550	6,052	5,000	0	0	0
City-wide Air Conditioning Replacements	0	0	0	0	50,000	50,000
Costick Center HVAC Replacements	0	0	0	0	350,000	350,000
Costick Center - Parking Lot C Improvements	0	0	0	0	540,000	540,000
Founders Park - Pump Station & Parking Lot Lights	0	0	0	0	40,000	40,000
Heritage Park Nature Center Improvements	0	0	0	0	33,000	33,000
Fire Station Improvements	118,803	157,937	127,825	127,825	135,000	135,000
City Hall Revitalization Project	0	18,474	0	0	0	0
City Hall Furnishings	13,518	0	0	0	0	0
Police Building Improvements	189,268	310,200	250,000	25,000	875,000	875,000
Police Parking Lot Improvements	0		250,000	250,000	0	0
Gas Pump & Related Canopy Replacement	0	62,166	55,834	55,834	0	0
Barrier Free (ADA) Improvements	0	0	25,000	0	25,000	25,000
DPW Improvements	0	60,000	0	0	50,000	50,000
Energy & Environmental Sustainability Projects	46,036	16,171	43,000	70,000	250,000	250,000
Heritage Park Entry Road Improvements	0	0	170,000	175,005	0	0
Activity Center Renovation	0	130,798	0	0	0	0
Total Public Facilities	368,175	761,798	926,659	703,664	2,348,000	2,348,000
SIDEWALKS	409,773	291,210	569,591	511,694	172,000	172,000

Capital Improvement Fund

CAPITAL IMPROVEMENT FUND

FUND NUMBER: 404

Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
EQUIPMENT						
Data Processing & Technology	302,704	347,892	422,548	712,494	410,000	410,000
Police Equipment	245,013	69,193	105,807	105,807	100,000	100,000
Fire Equipment & Apparatus	279,079	1,021,397	715,971	454,744	1,089,227	1,089,227
Special Services Equipment	0	0	30,000	29,991	410,000	410,000
D.P.W. Equipment	375,778	785,108	1,423,844	974,750	960,000	960,000
Total Equipment	<u>1,202,574</u>	<u>2,223,590</u>	<u>2,698,170</u>	<u>2,277,786</u>	<u>2,969,227</u>	<u>2,969,227</u>
ADMINISTRATIVE						
Bond Issuance Costs	6,221	0	0	0	0	0
General E&E Sustainability Supplies	0	0	0	2,611	2,500	2,500
Audit Fees	1,950	1,950	1,950	1,950	1,950	1,950
Total Administrative	<u>8,171</u>	<u>1,950</u>	<u>1,950</u>	<u>4,561</u>	<u>4,450</u>	<u>4,450</u>
TOTAL EXPENDITURES	<u>2,147,078</u>	<u>4,150,138</u>	<u>4,717,807</u>	<u>4,138,002</u>	<u>5,848,677</u>	<u>5,848,677</u>
TOTAL EXPENDITURES AND OTHER FINANCING USES	2,147,078	4,150,138	4,717,807	4,138,002	5,848,677	5,848,677
Revenues Over/(under) Expenditures	<u>871,359</u>	<u>(2,200,337)</u>	<u>(2,120,990)</u>	<u>(1,482,143)</u>	<u>(885,423)</u>	<u>(885,423)</u>
FUND BALANCE AT JUNE 30	<u>4,567,903</u>	<u>2,367,566</u>	<u>246,576</u>	<u>885,423</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 2015/16 drainage expenditures of \$355,000 will be as follows:

	DRAINAGE PROJECTS	15/16 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	50,000	No Change	No Change
6.	Misc. Major Culvert Replacement & Repair	50,000	No Change	No Change
7.	Minnow Pond Drain – 13 Mile and Mirlon	100,000	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.
6. Miscellaneous Major Culvert Replacement & Repair. This involves emergency replacement and repair of major culverts in the public right-of-way.

Capital Improvement Fund

7. Minnow Pond Drain, Thirteen Mile and Mirlon. This project is for replacement of the culvert under Mirlon St. The existing culvert is experiencing erosion and is undersized. This project will be coordinated through the Oakland County Water Resources Commission.

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 2015/16 public facilities expenditures of \$2,348,000 will be as follows:

	PUBLIC FACILITIES	15/16 BUDGET	MAINTENANCE COSTS	OTHER OPERATING COSTS
1.	City-wide Air Conditioning Replacements	50,000	No Change	No Change
2.	Costick Center HVAC Replacements	350,000	No Change	No Change
3.	Costick Center Parking Lot Improvements	540,000	No Change	No Change
4.	Barrier Free (ADA) Improvements	25,000	No Change	No Change
5.	Energy & Environmental Sustainability	250,000	Reduction	No Change
6.	Founders Park Improvements	40,000	No Change	No Change
7.	Heritage Park Nature Center Improvements	33,000	No Change	No Change
8.	Fire Station Improvements	135,000	No Change	No Change
9.	Police Building Renovation – Phase III	875,000	No Change	No Change
10.	DPW Building Systems Upgrade	50,000	No Change	No Change

1. City-wide Air Conditioning Replacements. HVAC systems at seven City facilities are impacted by the pending phase-out of R-22 refrigerant. R-22 is a hydro chlorofluorocarbon subject to EPA mandates. R-22 refrigerant will not be manufactured or imported after January 1, 2020. Replacement of these systems will be required at some point in the future.
2. Costick Center HVAC Replacements. One 30-ton HVAC unit and two 15-ton HVAC units, originally installed in 1975, are beyond their useful life and are in need of replacement. Engineering studies will need to be established to determine if current infrastructure can support new equipment.
3. Costick Center Parking Lot C Improvements. Parking lot repaving and entry drive resurfacing for Costick Center.
4. 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.
5. 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 would include:

- Lighting Upgrades: Various Locations
- Energy Efficiency Upgrades (Non-Lighting): Various Locations
- LED Parking Lot Light Retrofits: Various Locations.
- Building Envelope Improvements: Various Locations.
- Exterior lighting retrofits throughout the City's facilities will be the primary focus during this CIP cycle.
- Alternative Fueled Vehicles and Infrastructure Deployment (Charging Stations): Municipal Complex, Costick Center, Golf Course and Heritage Park.

6. Founders Park Improvements.

- An irrigation pump station located at the pond at Founders Sports Park is beyond its useful life and needs replacing. This pump station is responsible for watering the baseball fields at Founders Sports Park.
- Lights will be added to the parking lot directly adjacent to the paved lots and the lot next to Riley Skate Park. Currently, these lots are not lit at night and provide parking for both the Skate Park, as well as for overflow parking for the Ice Arena.

7. Heritage Park Nature Center Improvements. Improvements and upkeep will continue on the Historic Building in Heritage Park including the Stables, Barn, Spicer House, Caretaker's House, Day Camp Building and the Longacre House. Included in the 2015-16 capital request is an office expansion at the Nature Center to accommodate additional staff, as well as replacement of the entry window at the Nature Center.

8. Fire Station Improvements. Fire stations 1, 2, 4, and 5 are in need of a network of interior improvements. These stations are all over 17 years old. Currently, various cabinets, countertops, carpet and furnishings are in need of repair/replacement.

9. Police Building Renovation – Phase III. 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 updating. Plans are for updating these rooms to include the lavatory, sink, shower facilities, and lockers. The restroom areas in the locker rooms are in poor condition. Bathroom fixtures leak, stall dividers and shower areas are heavily rusted, and moisture issues have damaged walls and flooring. Additionally, new lockers are necessary to fit today's modern police gear which does not fit the current undersized lockers. The police building's south entryway and stairwell will be updated and refinished. As was the case with much of the building, this area has not been updated since original construction. This three story atrium/stairwell will serve as a secondary employee entryway to the building. If funding permits, additional plans would include updating the Evidence Technician Lab with new cabinets, storage, flooring, and ceiling. Lastly, if funding allowed, the second floor restrooms of the police building would be updated. With the exception of the locker room facilities, these are the only remaining restrooms that have not been updated. Any required ADA updating to these areas of the building will be addressed as part of these projects.

10. DPW Building Systems Upgrade. The current DPW facility was expanded in 1997 and some of the building appurtenances have reached the end of their useful life. Items needing replacement and upgrade include several overhead garage bay doors, the fire and access alarm system, and some electrical circuits.

Financial Impact: Some of these public facility improvements/replacements are expected to provide energy savings cost reductions.

Capital Improvement Fund

Non-financial Impact: Improved employee working conditions are 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 2015/16 sidewalks and bike path expenditures of \$172,000 will be as follows:

	SIDEWALKS AND BIKE PATHS	15/16 BUDGET	MAINTENANCE COSTS	OTHER OPERATING COSTS
1.	Major Road Sidewalk Replacements	100,000	No Change	No Change
2.	Non-motorized Master Plan	25,000	No Change	No Change
3.	Middlebelt, Westside, Ten Mile to Juneau Lane	47,000	No Change	No Change

Financial Impact: Providing sidewalks and bike paths does not have a significant impact on operating budgets.

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 2015/16 equipment in the amount of \$ 2,969,227 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.

Capital Improvement Fund

	EQUIPMENT	15/16 BUDGET	MAINT. COSTS	OTHER OPERATING COSTS
	Technology			
1.	Notebook Mobile Data Computer Replacements	35,000	No Change	No Change
2.	Digitizing of Microfiche and Microfilm	125,000	No Change	No Change
3.	City-Wide Technology	250,000	35,000	No Change
	Police Department			
4.	Wearable Body Armor Replacements	100,000	No Change	No Change
	Fire Department			
5.	Engine #1 Replacement	261,227	No Change	No Change
6.	Rescue # 1 Replacement	230,000	No Change	No Change
7.	Rescue # 2 Replacement	230,000	No Change	No Change
8.	Medic #3 Replacement	159,000	No Change	No Change
9.	Medic #5 Replacement	159,000	No Change	No Change
10.	Vehicle Refurbishment	50,000	No Change	No Change
	Special Service Department			
11.	Three-yard Dump Truck	95,000	No Change	No Change
12.	Parks Equipment	75,000	No Change	No Change
13.	Golf Cart Replacements	189,000	No Change	No Change
14.	Canyon Pickup Truck – Baseball	25,000	No Change	No Change
15.	Canyon Pickup Truck – 4x4 Golf	26,000	No Change	No Change
	Public Service Department			
16.	Ten Yard Hook Truck with Attachments	265,000	No Change	No Change
17.	Refurbished Winter Maintenance Equipment	50,000	No Change	No Change
18.	Front-end Loader Replacement	200,000	No Change	No Change
19.	Sewer Vacuum Truck	375,000	No Change	No Change
20.	Wood Chipper Replacement	70,000	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

	PROPOSED
	FY 2015/16
<u>DRAINS</u>	
Storm Water Pollution Prevention Initiative (SWPPI)	50,000
Miscellaneous Drainage Construction	50,000
IDEP Elimination Program	30,000
GIS Storm Phases I & II & III	25,000
Drainage Maintenance (Open Channel)	50,000
Miscellaneous Major Culvert Replacement & Repair	50,000
Minnow Pond Drain, Thirteen Mile and Mirlon	100,000
TOTAL DRAINAGE	355,000
<u>PUBLIC FACILITIES</u>	
City-wide Air Conditioning Replacements	50,000
Costick Center HVAC Replacements	350,000
Costick Center - Parking Lot C Improvements	540,000
Barrier Free (ADA) Improvements	25,000
Energy & Environmental Sustainability Investments	250,000
Founders Park - Pump Station and Parking Lot Lights	40,000
Heritage Park Nature Center Improvements	33,000
Fire Station Improvements	135,000
Police Building Renovation - Phase III	875,000
DPW - Building Systems Upgrade	50,000
TOTAL PUBLIC FACILITIES	2,348,000
<u>SIDEWALK PROGRAM</u>	
Major Road Sidewalk Replacements, incl. Brick Pavers	100,000
Non-motorized Master Plan	25,000
Middlebelt, Westside, Ten Mile to Juneau Lane	47,000
TOTAL SIDEWALK PROGRAM	172,000

PROJECT LIST

EQUIPMENT

Technology	
Notebook Mobile Data Computer Replacement	35,000
Digitizing of Microfiche and Microfilm	125,000
City-wide Technology	250,000
Total Technology	<u>410,000</u>
Police Equipment:	
Police Officer Wearable Body Armor Replacement	100,000
Total Police Equipment	<u>100,000</u>
Fire Equipment:	
Engine #1 Replacement	261,227
Replacement for Rescue #1	230,000
Replacement for Rescue #2	230,000
Replacement for Medic #3	159,000
Replacement for Medic #5	159,000
Vehicle Refurbishment	50,000
Total Fire Equipment	<u>1,089,227</u>
Special Services Equipment:	
Three-yard Dump Truck	95,000
Parks Equipment	75,000
Golf Cart Replacements	189,000
Canyon Pickup Truck - Baseball	25,000
Canyon Pickup Truck - 4x4 Golf	26,000
Total Special Services Equipment	<u>410,000</u>
D.P.W. Equipment:	
Ten Yard Hook Truck with Attachments	265,000
Refurbish Winter Maintenance Equipment	50,000
Front-end Loader Replacement	200,000
Sewer Vacuum Truck	375,000
Wood Chipper Replacement	70,000
Total DPW Equipment	<u>960,000</u>
TOTAL EQUIPMENT	<u>2,969,227</u>
TOTAL FUND	<u>5,844,227</u>

CAPITAL IMPROVEMENT FUND - CIP SUMMARY TABLE

CATEGORY	TOTAL COST	CITY COST	Maint. Costs							Future	Projects
				15/16	16/17	17/18	18/19	19/20	20/21		
Drainage	\$17,965	\$15,599	25	545	779	1,514	757	3,133	1,108	7,763	23
Public Facilities	6,080	6,080	140	1,570	1,060	950	750	425	1,325	0	16
Sidewalks	10,362	8,233	NC	325	514	1,251	1,123	348	0	4,672	30
DPW Equipment	6,065	6,065	NC	960	1,190	1,080	1,010	930	895	0	6
Fire Equipment	6,712	6,712	NC	828	1,037	1,062	1,373	982	1,430	0	6
Parks & Recreation	12,287	12,287	155	1,602	805	550	540	535	755	7,500	12
TOTALS	\$59,471	\$54,976	\$320	\$5,830	\$5,385	\$6,407	\$5,553	\$6,353	\$5,513	\$19,935	93

* Costs shown are in thousands of dollars.

DRAINAGE

PROJECT	TOTAL COST	CITY COST	Maint. Costs	Figures shown are in thousands of dollar						
				15/16	16/17	17/18	18/19	19/20	20/21	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 and Improvements	600,000	600,000	NC	100	100	100	100	100	100	
Open Channel Maintenance Program	600,000	600,000	NC	100	100	100	100	100	100	
Misc. Major Culvert Replacement & Repair	300,000	300,000	NC	50	50	50	50	50	50	
Minnow Pond Drain, Thirteen Mile and Mirlon	198,000	190,000	NC	190						
Rollcrest/North Ravines	424,000	424,000	1500		424					
Storm Modeling and Master Plan Update & Asset Management Plan	1,235,000	142,000	NC			142				
North Bell, Randall to Ruth	1,017,000	1,017,000	1500			1,017				
Quaker Valley Road Culvert Replacement	402,000	402,000	NC				402			
Woodcreek Hills Subdivision Drainage	2,778,000	2,778,000	NC					2,778		
Brittany Culvert Replacement	753,000	753,000	NC						753	
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	10000							3,500
Staman Acres Storm Water Relief	1,200,000	1,200,000	5000							1,200
North Bell, Eight Mile to Randall	800,000	800,000	3000							800
North Bell, Ruth to Farmington City Limit	1,050,000	1,050,000	3500							1,050
Caddell Drain Improvements - Phase II	1,000,000	600,000	NC							600
Mirlon Driveway Culvert	99,000	99,000	NC							99
Harwich Dr. Drainage Improvement	89,000	89,000	NC							89
Windwood Pointe Subdivision Drainage	234,000	117,000	NC							117
TOTAL	\$17,965,000	\$15,599,000	\$24,500	\$545	\$779	\$1,514	\$757	\$3,133	\$1,108	\$7,763

PUBLIC FACILITIES

PROJECT	TOTAL COST	CITY COST	Maint. Costs	Figures shown are in thousands of dollars.						
				15/16	16/17	17/18	18/19	19/20	20/21	Future
Air Conditioning Replacements	300,000	300,000	NC	50	50	50	50	50	50	
City-Wide Technology	1,650,000	1,650,000	35,000	250	350	350	350	350		On Going
Barrier Free (ADA) Improvements	150,000	150,000	NC	25	25	25	25	25	25	
Digitizing of Microfiche and Microfilm	100,000	100,000	NC	25	25	25	25			
Fire Station Improvements	445,000	445,000	NC	135	60				250	
DPW - Building Systems Upgrade	50,000	50,000	NC	50						
Energy and Environmental Sustainability Investments	250,000	250,000	Reduction	250						
Police Building Interior Updates	100,000	100,000	NC		100					
Police Locker Rooms Renovation	650,000	650,000	NC	650						
Notebook Mobile Data Computer Replacement	35,000	35,000	NC	35						
Police Officer Body Worn Camera System	200,000	200,000	NC		200					
Police Officer Wearable Body Armor Replacement	100,000	100,000	NC	100						
Complete Radio System Replacement	250,000	250,000	NC		250					
Mobile Command Post Vehicle	300,000	300,000	NC				300			
Improved Phone System	500,000	500,000	30,000			500				
ERP/Financial Software	1,000,000	1,000,000	75,000						1,000	
TOTAL	\$6,080,000	\$6,080,000	\$140,000	1,570	1,060	950	750	425	1,325	0

SIDEWALKS

PROJECT	TOTAL COST	CITY COST	Maint. Costs	Figures shown are in thousands of dollars.						
				15/16	16/17	17/18	18/19	19/20	20/21	Future
Non-motorized Master Plan	100,000	100,000	NC	100						
Sidewalk replacement along major roads including brick paver repair/replace	500,000	500,000	NC	100	100	100	100	100		
Middlebelt, west side, Ten Mile to Juneau Lane	47,000	47,000	NC	47						
Halsted, west side, Nine Mile to Windwood, City ROW only	78,000	78,000	NC	78						
Gill Road, east side, Nine Mile to Colfax	781,000	390,000	NC		390					
Drake Road, east side, Thirteen Mile to Fourteen Mile	121,000	24,000	NC		24					
Eleven Mile Road, south side, Orchard Lake to Middlebelt	300,000	60,000	NC			60				
Power, east side, Ten Mile to Eleven Mile	797,000	797,000	NC			797				
Inkster, west side, Twelve Mile to I-696	294,000	294,000	NC			294				
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	123,000	123,000	NC				123			
Farmington, east side, between Thirteen and Fourteen Mile	248,000	248,000	NC					248		
Fourteen Mile, south side, Pear Ridge to Clubhouse	200,000	200,000	NC							200
Thirteen Mile, south side, Drake to Valley Bend	147,000	147,000	NC							147
SUB-TOTAL:	\$4,636,000	\$3,908,000	\$0	\$325	\$514	\$1,251	\$1,123	\$348	\$0	\$347

Capital Improvement Fund

SIDEWALKS (continued)

PROJECT	TOTAL COST	CITY COST	Maint. Costs	Figures shown are in thousands of dollars.						
				15/16	16/17	17/18	18/19	19/20	20/21	Future
Inkster Road, west side, Thirteen Mile to Old Colony Street	338,000	338,000	NC							338
Folsom, south side, Orchard Lake to Power	286,000	143,000	NC							143
Orchard Lake Road, east side, Folsom to Grand River	440,000	0	NC							0
Ten Mile, south side, Stoney Creek to Inkster	290,000	145,000	NC							145
Halsted Road, east side, Brookwood to Fourteen Mile Road	338,000	338,000	NC							338
Nine Mile, south side, Drake to Farmington	358,000	179,000	NC							179
Nine Mile, south side, Heather Ridge to Acadia Way	70,000	70,000	NC							70
Folsom, south side, Tuck to Orchard Lake Road	737,000	368,000	NC							368
Hills Tech Bike Path **	730,000	730,000	NC							730
Country Club, Haggerty to Twelve Mile	575,000	575,000	NC							575
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 **	435,000	435,000	NC							435
Inkster Road from Eleven Mile to the north end of the I-696 over pass	240,000	240,000	NC							240
Fouteen Mile Road, south side, Chatsworth to Inkster	157,000	157,000	NC							157
Twelve Mile Road at Copper Creek Modification	31,000	31,000	NC							31
Rouge River Trail	125,000	0	NC							
SUB-TOTAL:	\$5,726,000	\$4,325,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,325
PAGE 1 SUB-TOTAL:	\$4,636,000	\$3,908,000	\$0	\$325	\$514	\$1,251	\$1,123	\$348	\$0	\$347

DPW EQUIPMENT

PROJECT	TOTAL COST	CITY COST	Maint. Costs	Figures shown are in thousands of dollars.						
				15/16	16/17	17/18	18/19	19/20	20/21	Future
DPW Equipment	960,000	960,000	NC	960						
DPW Equipment	1,190,000	1,190,000	NC		1,190					
DPW Equipment	1,080,000	1,080,000	NC			1,080				
DPW Equipment	1,010,000	1,010,000	NC				1,010			
DPW Equipment	930,000	930,000	NC					930		
DPW Equipment	895,000	895,000	NC						895	
TOTAL	\$6,065,000	\$6,065,000	\$0	\$960	\$1,190	\$1,080	\$1,010	\$930	\$895	\$0

FIRE EQUIPMENT

PROJECT	TOTAL COST	CITY COST	Maint. Costs	Figures shown are in thousands of dollars.						
				15/16	16/17	17/18	18/19	19/20	20/21	Future
Fire Equipment and Apparatus	828,000	828,000	NC	828						
Fire Equipment and Apparatus	1,037,000	1,037,000	NC		1,037					
Fire Equipment and Apparatus	1,062,000	1,062,000	NC			1,062				
Fire Equipment and Apparatus	1,373,000	1,373,000	NC				1,373			
Fire Equipment and Apparatus	982,000	982,000	NC					982		
Fire Equipment and Apparatus	1,430,000	1,430,000	NC						1,430	
TOTAL:	\$6,712,000	\$6,712,000	\$0	\$828	\$1,037	\$1,062	\$1,373	\$982	\$1,430	\$0

PARKS & RECREATION

PROJECT	TOTAL COST	CITY COST	Maint. Costs	Figures shown are in thousands of dollars						
				15/16	16/17	17/18	18/19	19/20	20/21	Future
Maintenance Equipment and Operations	230,000	230,000	NC	40	40	40	40	35	35	
Heritage Park Historic Buildings	233,000	233,000	NC	33	70	40	30	30	30	
Parks & Golf Vehicles	746,000	746,000	NC	146	120	120	120	120	120	
Parks & Golf Equipment	644,000	644,000	NC	144	100	100	100	100	100	
Ice Arena Improvements	600,000	600,000	NC	100	100	100	100	100	100	
Costick Improvements	1,100,000	1,100,000	NC	350	150	150	150	150	150	
Founders Pump Station and Parking Lot Lights	190,000	190,000	NC	40	150					
Golf Cart Replacement	409,000	409,000	NC	189					220	
Parking Lot Improvements - Costick C Lot	540,000	540,000	NC	540						
Parking Lot Improvements - Heritage Park	75,000	75,000	NC		75					
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							6,000
TOTAL	\$12,267,000	\$12,267,000	\$155,000	\$1,582	\$805	\$550	\$540	\$535	\$755	\$7,500

GOLF COURSE CAPITAL IMPROVEMENT FUND

Overview

This Capital Projects Fund was established in 1992, and is used to account for the acquisition of 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 a 2013 Golf Course Improvement Bond Refunding, which matures in FY 2030/31.

Expenditures

For FY 2014/15, a Utility Mower is projected to be purchased. For FY 2015/16, Utility and Greens Mowers and a Utility Cart are being proposed to be purchased.

Fund Balance

The projected fund balance at June 30, 2016 is \$12,177 or 12% of expenditures. The \$39,458 or 76% reduction in fund balance is due to planned appropriations for Golf Course equipment, while maintaining an adequate fund balance available for emergencies and/or revenue shortfalls.

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- No change.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$71,750 or 254% increase from the FY 14-15 year-end projection.
- The increase results primarily from additional equipment purchases next year compared to this year.

\	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Golf Course Capital Improvement Fund	\$46,717	\$92,213	\$28,200	\$28,200	\$99,950

Golf Course Capital Improvement Fund

Golf Course Capital Improvement Fund

FUND NUMBER: 412

Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
FUND BALANCE AT JULY 1	48,869	31,820	19,353	19,353	51,635	51,635
REVENUES						
Green Fees	29,603	28,672	31,500	30,500	30,500	30,500
Approp. from the General Fund	0	29,952	29,952	29,952	29,952	29,952
Interest	65	22	70	30	40	40
Miscellaneous	0	21,100	0	0	0	0
TOTAL REVENUES	29,668	79,746	61,522	60,482	60,492	60,492
EXPENDITURES						
Miscellaneous	200	200	200	200	200	200
Equipment	46,517	92,013	28,000	28,000	99,750	99,750
TOTAL EXPENDITURES	46,717	92,213	28,200	28,200	99,950	99,950
Revenues Over/(Under) Expenditures	(17,049)	(12,467)	33,322	32,282	(39,458)	(39,458)
FUND BALANCE AT JUNE 30	31,820	19,353	52,675	51,635	12,177	12,177

CAPITAL OUTLAY

Acct.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget Quantity	Amount
(002)		Equipment				
	1	Groundsmaster 3500-D 25 hp Utility Mower	30,750	30,750	1	30,750
	1	JD 2653 Utility Reel Mower	20,000	20,000	1	20,000
	1	Cushman HD 3-Wheel Utility Cart	20,000	20,000	1	20,000
	1	Toro Greens Mower	29,000	29,000	1	29,000
		CAPITAL OUTLAY TOTAL		99,750		99,750

SPECIAL ASSESSMENT REVOLVING 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. 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.

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 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, preliminary engineering for new proposed special assessment projects that develop during FY 2014/15, as well as auditing fees. FY 2015/16 expenditures reflect an appropriation for the Orchard West, Springbrook Drive and Miscellaneous Road SAD's, as well as auditing fees..

Fund Balance

Fund balance is projected to increase to approximately \$1.7 million by June 30, 2015 and to decrease to approximately \$1.1 million by June 30, 2016. The \$642,592 or 37% reduction in fund balance is due to planned appropriations for Local Road SAD construction Projects, while maintaining an adequate fund balance available for emergencies and/or revenue shortfalls.

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$66,389 or 13% decrease from the current budget and adopted budget.
- The decrease results primarily from a projected less than budgeted appropriation/loan to the Local Road Fund for Local Road SAD Projects.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$822,689 or 179% increase from the FY 14-15 year-end projection and \$756,300 or 144% increase from the FY 14-15 budget.
- The budget to budget increase results primarily from new proposed SAD Projects being planned for FY 15-16.

\	2012-2013 ACTUAL	2013-14 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015/16 PROPOSED BUDGET
Revolving S.A. Fund	\$43,057	\$1,294,459	\$526,700	\$460,311	\$1,283,000

Special Assessment Revolving Loan/Maintenance Fund

Special Assessment Revolving Loan/Maintenance Fund

FUND NUMBER: 247

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
FUND BALANCE AT JULY 1	1,125,361	1,937,953	1,440,032	1,440,032	1,719,019	1,719,019
REVENUES						
Interest Income	318	231	350	500	500	500
Total Revenues	318	231	350	500	500	500
OTHER FINANCING SOURCES						
Local Road SAD - Closed District Transfers	0	0	0	142,849	14,571	14,571
Local Road SAD Loan Paybacks	651,345	737,287	595,949	595,949	625,337	625,337
Water/Sewer SAD Loan Paybacks	203,986	59,020	0	0	0	0
Contribution from SAD's	855,331	796,307	595,949	738,798	639,908	639,908
TOTAL REVENUES AND OTHER FINANCING SOURCES	855,649	796,538	596,299	739,298	640,408	640,408
EXPENDITURES						
Administration	1,395	1,400	1,400	1,400	1,400	1,400
Total Expenditures	1,395	1,400	1,400	1,400	1,400	1,400
OTHER FINANCING USES						
Contribution to other funds:						
SAD Roads (813...)	25	934,113	358,000	358,000	0	0
SAD Water and Sewer	0	2,605	0	0	0	0
Loan to Local Road Fund	24,339	277,442	89,500	23,111	1,281,600	1,281,600
General Debt Service	17,298	78,900	77,800	77,800	0	0
Total Other Financing Uses	41,662	1,293,059	525,300	458,911	1,281,600	1,281,600
TOTAL EXPENDITURES AND OTHER FINANCING USES	43,057	1,294,459	526,700	460,311	1,283,000	1,283,000
Excess Revenues over/(under) Expenditures and Other Financing Uses	812,592	(497,921)	69,599	278,987	(642,592)	(642,592)
FUND BALANCE AT JUNE 30	1,937,953	1,440,032	1,509,631	1,719,019	1,076,427	1,076,427

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, 2015	32,312	813,988	846,300
REVENUES			
Property Taxes	0	270,583	270,583
Intergovernmental	12,500	0	12,500
Interest Income	30	300	330
Total Revenues	12,530	270,883	283,413
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	120,000	120,000
Miscellaneous	1,500	0	1,500
Consultants	50,000	0	50,000
Total Expenditures	55,000	399,000	454,000
Revenues over/(under) Expenditures	(42,470)	(128,117)	(170,587)
OTHER FINANCING SOURCES AND USES			
Transfers In			
-from General Fund	50,000	0	50,000
Total Transfers In	50,000	0	50,000
Transfers Out			
-to General Fund	0	(9,000)	(9,000)
Total Transfers out	0	(9,000)	(9,000)
Total Other Financing Sources and Uses	50,000	(9,000)	41,000
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	7,530	(137,117)	(129,587)
FUND BALANCE AT JUNE 30, 2016	39,842	676,871	716,713

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, Art Institute, and the City's Road Millage; as shown below:

CITY OF FARMINGTON HILLS
BROWNFIELD REDEVELOPMENT AUTHORITY
TAX INCREMENT REVENUE

	FY 2014/15	FY 2015/16
Captured Taxable Value	10,972,590	11,215,540
Property Taxes By Taxing Unit:		
City of Farmington Hills	135,518	138,519
Oakland County/HCMA	50,980	52,109
Oakland ISD	36,967	37,785
Oakland Community College	17,385	17,770
Farmington District Library	17,398	17,783
Oakland County PTA	6,474	6,617
Total	264,721	270,583

Expenditures

Expenditures for FY 2014/15 reflect funds appropriated for Parking Lot Improvements, Pond Dredging, the Demolition of the ATG Site, as well as funds allocated for administrative/operating expenditures.

Expenditures for 2015/16 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 \$813,988 at June 30, 2015 and \$676,871 at June 30, 2016. The \$137,117 or 17% reduction in fund balance is due to planned appropriations for Brownfield Projects. Brownfield funds are to be expended during the life of the Brownfield Plan.

Brownfield Redevelopment Authority

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$210,960 or 33% decrease from the current budget (which includes \$198,085 carried forward from FY 13-14 encumbrances).
- The decrease results primarily from the reduction of the appropriation to the Revolving Loan Fund.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$17,125 or 4% decrease from the FY 14-15 year-end projection.
- The decrease results primarily from less projected capital projects planned for in FY 2015/16, partially offset by an appropriation to the Revolving Loan Fund.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Brownfield Redevelopment Fund	\$50,512	196,081	636,085	425,125	408,000

Brownfield Redevelopment Authority**BROWNFIELD REDEVELOPMENT AUTHORITY FUND**

FUND NUMBER: 243

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
FUND BALANCE AT JULY 1	705,703	910,174	973,992	973,992	813,988	813,988
REVENUES						
403-001 Property Taxes	254,759	259,689	264,721	264,721	270,583	270,583
664-005 Interest Income	224	210	300	400	300	300
TOTAL REVENUES	254,983	259,899	265,021	265,121	270,883	270,883
EXPENDITURES						
Audit Fees	1,000	1,000	1,000	1,000	1,000	1,000
Building Demolition	21,571	23,709	0	189,500	0	0
(970) Capital Outlay	0	156,747	347,460	225,000	120,000	120,000
TOTAL EXPENDITURES	22,571	181,456	348,460	415,500	121,000	121,000
OTHER FINANCING USES						
Transfer to General Fund	9,000	9,000	9,000	9,000	9,000	9,000
Site Remediation Revolving Loan Fund	18,941	5,625	278,625	625	278,000	278,000
TOTAL OTHER FINANCING USES	27,941	14,625	287,625	9,625	287,000	287,000
TOTAL EXPENDITURES AND OTHER FINANCING USES	50,512	196,081	636,085	425,125	408,000	408,000
Revenues Over/(Under) Expenditures	204,471	63,818	(371,064)	(160,004)	(137,117)	(137,117)
FUND BALANCE AT JUNE 30	910,174	973,992	602,928	813,988	676,871	676,871

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.

GOALS

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

- Implement the priorities identified in the Grand River Corridor Vision Plan and the Development/Tax Increment Finance Plan. (3, 5, 6, 10, 12, 13)
- Work cooperatively with the Michigan Department of Transportation to study road design alternatives that facilitate the Vision Plan. (3, 5, 6, 10, 12, 13)
- Develop a strategy to reengage the Rouge River Corridor. (5, 6, 10)
- Actively promote Corridor revitalization efforts and projects. (4)

Revenue

On November 24, 2014 the City Council approved the CIA's Development and Tax Increment Financing Plan, setting Tax Year 2014 as the base year. Beginning in FY 2015/16 (Tax Year 2015), tax increments are eligible to be captured from incremental cumulative increases in taxable value from the base year, applied to the operating millage rates of the various taxing units. However, total taxable value has decreased by \$271,750 in Tax Year 2015 compared to Tax Year 2014. The \$644,850 decrease in real property taxable value was partially offset by the \$373,100 increase in personal property taxable value. Real property comprises 93% of the CIA tax base while personal property comprises the remaining 7%.

The City's General Fund is budgeted to appropriate \$50,000 for the Authority in FY 2015/16. In September 2014, the CIA was awarded a \$25,000 USDA Local Food Promotion Program Grant. It is anticipated that 50% of the grant will be received in FY 2014/15, with the remaining 50% received in FY 2015/16. Other revenue may be 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.

Corridor Improvement Authority

Fund Balance

Fund balance is projected to be \$32,312 at June 30, 2015, and \$39,842 at June 30, 2016. The \$7,530 or 23% increase in fund balance is intended to build up a fund balance to be used for CIA Goals until tax increment revenue is realized.

FY 14-15 YEAR-END PROJECTION vs. FY 14-15 CURRENT BUDGET –

- \$21,453 or 37% decrease from the current budget.
- The decrease results primarily from less anticipated consultant expenditures for joint projects with the City of Farmington.

FY 15-16 PROPOSED BUDGET vs. FY 14-15 YEAR-END PROJECTION –

- \$19,083 or 53% increase from the FY 14-15 year-end projection.
- The increase results primarily from increased consultant expenditures funded from the federal grant and increased General Fund support.

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 CURRENT BUDGET	2014-2015 PROJECTED YEAR-END	2015-2016 PROPOSED BUDGET
Corridor Improvement Authority Fund	\$29,044	\$10,147	\$57,370	\$35,917	\$55,000

Corridor Improvement Authority

CORRIDOR IMPROVEMENT AUTHORITY FUND

FUND NUMBER: 242

Acct. No. Category and Line Item	2012/13 Actual	2013/14 Actual	2014/15 Budgeted	2014/15 Estimated	2015/16 Proposed	2015/16 Adopted
FUND BALANCE AT JULY 1	0	4,843	25,699	25,699	32,312	32,312
REVENUES						
505-016 Federal Grants	0	0	0	12,500	12,500	12,500
664-005 Interest Income	14	15	30	30	30	30
TOTAL REVENUES	14	15	30	12,530	12,530	12,530
OTHER FINANCING SOURCES						
676-101 Transfer from General Fund	30,000	30,000	30,000	30,000	50,000	50,000
696-017 Contribution from other Government	3,873	988	25,000	0	0	0
TOTAL OTHER FINANCING SOURCES	33,873	30,988	55,000	30,000	50,000	50,000
TOTAL REVENUE AND OTHER FINANCING SOURCES	33,887	31,003	55,030	42,530	62,530	62,530
EXPENDITURES						
740-008 Supplies	0	1,975	1,000	1,000	1,000	1,000
801-004 Consultants	28,567	7,905	53,370	32,500	50,000	50,000
801-012 Legal Fees	0	0	1,000	0	1,000	1,000
801-014 Legal Notices	0	0	500	417	500	500
801-021 Audit Fees	0	0	1,000	1,000	1,000	1,000
996-003 Miscellaneous	477	267	500	1,000	1,500	1,500
TOTAL EXPENDITURES	29,044	10,147	57,370	35,917	55,000	55,000
Revenues & Other Sources Over/(Under)						
Expenditures	4,843	20,856	(2,340)	6,613	7,530	7,530
FUND BALANCE AT JUNE 30	4,843	25,699	23,359	32,312	39,842	39,842

BUDGET RESOLUTION

WHEREAS, the appropriate City Officers have submitted to the City Manager an itemized estimate of expenditures for FY 2015/16 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 2015/16 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 2015/16 on June 8, 2015 and the property tax millage rate to be levied to support the FY 2015/16 budget; and,

WHEREAS, an appropriate public notice was published on May 28 and May 31, 2015, notifying citizens of the Public Hearing on the proposed FY 2015/16 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 8, 2015 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 2015/16;

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 2015/16 in the aggregate amount of \$55,350,781 for expenditures and transfers-out funded by \$54,226,417 in revenues and transfers-in.
- 2) That the City Council for the City of Farmington Hills hereby appropriates the sum of \$55,350,781 in expenditures and transfers-out for FY 2015/16 for General Fund purposes on a departmental and activity total basis as follows:

GENERAL FUND

Boards & Commissions	\$2,706,144
General Government	10,104,183
Public Safety	19,135,812
Planning & Community Development	1,604,374
Public Services	7,983,332
Special Services	7,469,881
Operating Transfers Out	6,347,055
Total Expenditures + Transfers-out	<u>\$55,350,781</u>

- 3) That the City of Farmington Hills shall levy 5.9466 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 2015/16 for general operating purposes.

- 4) That the City of Farmington Hills shall levy 0.4488 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 2015/16 for general debt service requirements (all 0.4488 mills are from within the City Charter Limit) and to adopt the 2015/16 Debt Service Fund Budgets schedule as attached below.
- 5) That the City of Farmington Hills shall levy 2.0488 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 2015/16 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 2015/16 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 2015/16 for the purposes of public safety.
- 7) That the City of Farmington Hills shall levy 0.7542 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 2015/16 for refuse removal and disposal.
- 8) That the City of Farmington Hills shall levy 0.0160 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 2015/16 for economic development and public information.
- 9) That the City of Farmington Hills shall levy 2.0000 mills ad valorem tax (approved by the electorate for 10 years on November 4, 2014) on the Taxable Value of all Real and Personal Property subject to taxation in the City of Farmington Hills for the FY 2015/16 for the City's local match to Major Road grant funded projects and Local Road special assessment projects as well as preventative maintenance treatments on both Major and Local Roads.
- 10) That of the City of Farmington Hills shall levy a total of 14.3908 mills ad valorem on the taxable value of all real and personal property subject to taxation in the City of Farmington Hills for FY 2015/16.

11) That the City of Farmington Hills estimates General Fund Revenues and transfers-in for the FY 2015/16 to total \$54,226,417, as follows:

GENERAL FUND

Property Taxes	\$28,856,659
Business Licenses & Permits	23,419
Other Licenses & Permits	1,304,218
Grants	289,000
State Shared Revenues	6,766,512
Fees	5,075,421
Sales	482,776
Fines & Forfeitures	2,173,620
Interest Earnings	243,000
Recreation User Charges	4,493,455
Other Revenue	2,201,487
Operating Transfers In	2,316,850
Total Revenue + Transfers-in	<u><u>\$54,226,417</u></u>

- 12) That the City of Farmington Hills adopts the Special Revenue Funds Budgets for the FY 2015/16 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, 2015	4,406,947	413,248	3,665,522	0	8,485,718
REVENUES					
Property Taxes	6,228,517	1,514,536	9,856,505	0	17,599,558
Intergovernmental	7,138,380	282,212	0	395,631	7,816,223
Interest Income	1,655	3,560	7,000	0	12,215
Special Assessments	1,015,344	0	0	0	1,015,344
Miscellaneous	150	137,583	0	35,000	172,733
Total Revenues	14,384,046	1,937,891	9,863,505	430,631	26,616,073
EXPENDITURES					
Highways & Streets	13,966,787	0	0	0	13,966,787
Public Safety	0	0	10,604,383	0	10,604,383
Debt Service	0	0	0	0	0
Land Acquisition, Capital Improvements and Other	800	527,535	63,725	317,800	909,860
Total Expenditures	13,967,587	527,535	10,668,108	317,800	25,481,030
Revenues over/(under) Expenditures	416,459	1,410,356	(804,603)	112,831	1,135,043
OTHER FINANCING SOURCES AND USES					
Bond Proceeds	0	0	0	0	0
Transfers In	6,551,949	0	0	0	6,551,949
Transfers Out	(6,991,407)	(1,307,850)	0	(112,831)	(8,412,088)
Total	(439,458)	(1,307,850)	0	(112,831)	(1,860,139)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(22,999)	102,506	(804,603)	0	(725,096)
FUND BALANCE AT JUNE 30, 2016	4,383,948	515,754	2,860,920	0	7,760,622

<p>SPECIAL REVENUE FUNDS INFRASTRUCTURE FUNDS SUMMARY</p>
--

	Municipal Street Fund #201	Major Roads Fund #202	Local Roads Fund #203	Deferred Special Assessment Fund #255	Total Infrastructure Funds
FUND BALANCE AT JULY 1, 2015	0	2,266,155	2,088,538	52,254	4,406,947
REVENUES					
Property Taxes	6,228,517	0	0	0	6,228,517
Intergovernmental	0	5,528,232	1,610,148	0	7,138,380
Interest Income	750	700	180	25	1,655
Special Assessments	0	0	1,015,344	0	1,015,344
Miscellaneous	0	150	0	0	150
Total Revenues	6,229,267	5,529,082	2,625,672	25	14,384,046
EXPENDITURES					
Highways & Streets	0	8,235,448	5,731,339	0	13,966,787
Public Safety	0	0	0	0	0
Debt Service	0	0	0	0	0
Land Acquisition, Capital Improvements and Other	500	0	0	300	800
Total Expenditures	500	8,235,448	5,731,339	300	13,967,587
Revenues over/(under) Expenditures	6,228,767	(2,706,366)	(3,105,667)	(275)	416,459
OTHER FINANCING SOURCES AND USES					
Bond Proceeds	0	0	0	0	0
Transfers In	0	2,795,349	3,756,600	0	6,551,949
Transfers Out	(6,045,349)	(225,000)	(721,058)	0	(6,991,407)
	(6,045,349)	2,570,349	3,035,542	0	(439,458)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	183,418	(136,017)	(70,125)	(275)	(22,999)
FUND BALANCE AT JUNE 30, 2016	183,418	2,130,138	2,018,413	51,979	4,383,948

SPECIAL REVENUE FUNDS RECREATION FUNDS SUMMARY

	Nutrition Fund #281	Parks & Recreation Millage Fund #410	Total Recreation Funds
FUND BALANCE AT JULY 1, 2015	0	413,248	413,248
REVENUES			
Property Taxes	0	1,514,536	1,514,536
Intergovernmental	281,842	370	282,212
Interest Income	60	3,500	3,560
Miscellaneous	137,583	0	137,583
Total Revenues	419,485	1,518,406	1,937,891
EXPENDITURES			
Land Acquisition, Capital Improvements and Other	419,485	108,050	527,535
Total Expenditures	419,485	108,050	527,535
Revenues over/(under) Expenditures	0	1,410,356	1,410,356
OTHER FINANCING SOURCES AND USES			
Transfers Out	0	(1,307,850)	(1,307,850)
Total	0	(1,307,850)	(1,307,850)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	102,506	102,506
FUND BALANCE AT JUNE 30, 2016	0	515,754	515,754

**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, 2015	3,126,318	481,575	57,630	3,665,522
REVENUES				
Property Taxes	9,856,505	0	0	9,856,505
Interest Income	7,000	0	0	7,000
Total Revenues	9,863,505	0	0	9,863,505
EXPENDITURES				
Public Safety	10,252,183	297,200	55,000	10,604,383
Land Acquisition, Capital Improvements and Other	63,725	0	0	63,725
Total Expenditures	10,315,908	297,200	55,000	10,668,108
Revenues over/(under) Expenditures	(452,403)	(297,200)	(55,000)	(804,603)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(452,403)	(297,200)	(55,000)	(804,603)
FUND BALANCE AT JUNE 30, 2016	2,673,915	184,375	2,630	2,860,920

- 13) That the City of Farmington Hills adopts the 2015/16 Debt Service Fund Budgets as follows:

DEBT SERVICE FUNDS SUMMARY

	General Debt Service Fund #301	Building Authority Debt Fund #662	Local Road SAD Debt Fund #813	Total Debt Service Funds
FUND BALANCE AT JULY 1, 2015	166,991	0	2,005,020	2,172,012
REVENUES				
Interest income	400	0	0	400
Special Assessments	0	0	0	0
Intergovernmental Revenues	243,538	0	0	243,538
Total Revenues	243,938	0	0	243,938
EXPENDITURES				
Bond principal payments	360,000	895,000	306,438	1,561,438
Interest and fiscal charges	219,463	249,805	140,049	609,317
Miscellaneous	2,650	975	9,075	12,700
Total Expenditures	582,113	1,145,780	455,562	2,183,455
Revenues over/(under) Expenditures	(338,175)	(1,145,780)	(455,562)	(1,939,517)
OTHER FINANCING SOURCES AND USES				
Proceeds from Bond Sale	0	0	0	0
Transfers In				
-General Fund	1,419,180	0	0	1,419,180
-SAD Revolving Fund	0	0	0	0
-Local Road Fund	81,150	0	0	81,150
-General Debt Fund	0	1,145,780	0	1,145,780
-Park Millage Fund	0	0	0	0
Total Transfers In	1,500,330	1,145,780	0	2,646,110
Transfers Out				
-SAD Revolving Fund	0	0	0	0
-Local Road Fund	0	0	0	0
- Building Authority Fund	(1,145,780)	0	0	(1,145,780)
Total Transfers out	(1,145,780)	0	0	(1,145,780)
Total Other Financing Sources and Uses	354,550	1,145,780	0	1,500,330
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	16,375	0	(455,562)	(439,187)
FUND BALANCE AT JUNE 30, 2016	183,366	0	1,549,458	1,732,825

- 14) That the City of Farmington Hills adopts the 2015/16 Capital Projects Fund Budgets as follows:

CAPITAL PROJECT FUNDS SUMMARY

	Capital Improvement Fund #404	Golf Course Capital Improv. Fund #412	Special Assessment Revolving Fund #247	Total Capital Project Funds
FUND BALANCE AT JULY 1, 2015	885,423	51,635	1,719,019	2,656,077
REVENUES				
Sales, Fees & Other	2,000	30,500	0	32,500
Interest income	500	40	500	1,040
Total Revenues	2,500	30,540	500	33,540
EXPENDITURES				
Public Facilities	2,348,000	0	0	2,348,000
Drainage	355,000	0	0	355,000
Sidewalk	172,000	0	0	172,000
Equipment	2,969,227	99,750	0	3,068,977
Administration & Misc.	4,450	200	1,400	6,050
Total Expenditures	5,848,677	99,950	1,400	5,950,027
Revenues over/(under)				
Expenditures	(5,846,177)	(69,410)	(900)	(5,916,487)
OTHER FINANCING SOURCES AND USES				
Transfer in from Local Road SAD	0	0	639,908	639,908
Transfer in from CDBG	112,831	0	0	112,831
Transfer in from General Fund	4,847,923	29,952	0	4,877,875
Transfer out	0	0	(1,281,600)	(1,281,600)
Total Other Financing Sources and Uses	4,960,754	29,952	(641,692)	4,349,014
Excess Revenues and Other Financing Sources over/(under)				
Expenditures and Other Uses	(885,423)	(39,458)	(642,592)	(1,567,473)
FUND BALANCE AT JUNE 30, 2016	0	12,177	1,076,427	1,088,604

- 15) That the City of Farmington Hills adopts the 2015/16 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, 2015	32,312	813,988	846,300
REVENUES			
Property Taxes	0	270,583	270,583
Intergovernmental	12,500	0	12,500
Interest Income	30	300	330
Total Revenues	12,530	270,883	283,413
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	120,000	120,000
Miscellaneous	1,500	0	1,500
Consultants	50,000	0	50,000
Total Expenditures	55,000	399,000	454,000
Revenues over/(under) Expenditures	(42,470)	(128,117)	(170,587)
OTHER FINANCING SOURCES AND USES			
Transfers In			
-from General Fund	50,000	0	50,000
Total Transfers In	50,000	0	50,000
Transfers Out			
-to General Fund	0	(9,000)	(9,000)
Total Transfers out	0	(9,000)	(9,000)
Total Other Financing Sources and Uses	50,000	(9,000)	41,000
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	7,530	(137,117)	(129,587)
FUND BALANCE AT JUNE 30, 2016	39,842	676,871	716,713

- 16) 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.
- 17) That the FY 2015/16 Budgets of the General Fund, Special Revenue Funds and Capital Projects Funds shall be automatically amended on July 1, 2015 to re-appropriate fund balances for certain outstanding encumbrances and/or available capital project budget balances at June 30, 2015, as authorized by the City Manager.
- 18) 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, 2015 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.
- 19) That the FY 2014/15 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 2015/16, as may be updated by the Finance Director:

GENERAL FUND

Revenues

Property Taxes	\$28,144,734
Business Licenses & Permits	23,079
Other Licenses & Permits	1,103,515
Grants	684,086
State Shared Revenues	6,572,772
Fees	4,794,228
Sales	574,150
Fines & Forfeitures	2,131,000
Interest Earnings	221,000
Recreation User Charges	4,443,785
Other Revenue	2,310,427
Operating Transfers In	1,316,850
Total Revenue + Transfers-in	<u><u>\$52,319,626</u></u>

Expenditures

Boards & Commissions	\$2,761,510
General Government	10,421,902
Public Safety	18,618,180
Planning & Community Development	1,352,119
Public Services	7,483,526
Special Services	7,075,883
Operating Transfers Out	5,589,764
Total Expenditures + Transfers-out	<u><u>\$53,302,884</u></u>

- 20) That the FY 2014/15 Special Revenue Funds Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2015/16, 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, 2014	3,726,582	582,498	4,275,877	0	8,584,957
REVENUES					
Property Taxes	0	1,473,127	9,588,019	0	11,061,146
Intergovernmental	7,084,496	260,987	260,172	355,000	7,960,655
Interest Income	800	3,760	6,660	0	11,220
Special Assessments	0	0	0	0	0
Miscellaneous	150	181,358	1,832	0	183,340
Total Revenues	7,085,446	1,919,232	9,856,683	355,000	19,216,361
EXPENDITURES					
Highways & Streets	8,722,392	0	0	0	8,722,392
Public Safety	0	0	10,436,325	0	10,436,325
Debt Service	0	0	0	0	0
Land Acquisition, Capital Improvements and Other	800	630,632	30,712	175,000	837,144
Total Expenditures	8,723,192	630,632	10,467,037	175,000	19,995,861
Revenues over/(under) Expenditures	(1,637,746)	1,288,600	(610,354)	180,000	(779,500)
OTHER FINANCING SOURCES AND USES					
Bond Proceeds	0	0	0	0	0
Transfers In	3,542,611	0	0	0	3,542,611
Transfers Out	(1,224,500)	(1,457,850)	0	(180,000)	(2,862,350)
Total	2,318,111	(1,457,850)	0	(180,000)	680,261
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	680,365	(169,250)	(610,354)	0	(99,239)
FUND BALANCE AT JUNE 30, 2015	4,406,947	413,248	3,665,522	0	8,485,718

**SPECIAL REVENUE FUNDS
INFRASTRUCTURE FUNDS SUMMARY**

	Municipal Street Fund #201	Major Roads Fund #202	Local Roads Fund #203	Deferred Special Assessment Fund #255	Total Infrastructure Funds
FUND BALANCE AT JULY 1, 2014	0	2,765,343	908,705	52,534	3,726,582
REVENUES					
Property Taxes	0	0	0	0	0
Intergovernmental	0	5,460,393	1,624,103	0	7,084,496
Interest Income	0	600	180	20	800
Special Assessments	0	0	0	0	0
Miscellaneous	0	150	0	0	150
Total Revenues	0	5,461,143	1,624,283	20	7,085,446
EXPENDITURES					
Highways & Streets	0	6,310,081	2,412,311	0	8,722,392
Public Safety	0	0	0	0	0
Debt Service	0	0	0	0	0
Land Acquisition, Capital Improvements and Other	500	0	0	300	800
Total Expenditures	500	6,310,081	2,412,311	300	8,723,192
Revenues over/(under) Expenditures	(500)	(848,938)	(788,028)	(280)	(1,637,746)
OTHER FINANCING SOURCES AND USES					
Bond Proceeds	0	0	0	0	0
Transfers In	1,000,000	574,750	1,967,861	0	3,542,611
Transfers Out	(999,500)	(225,000)	0	0	(1,224,500)
	500	349,750	1,967,861	0	2,318,111
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	(499,188)	1,179,833	(280)	680,365
FUND BALANCE AT JUNE 30, 2015	0	2,266,155	2,088,538	52,254	4,406,947

<p>SPECIAL REVENUE FUNDS RECREATION FUNDS SUMMARY</p>
--

	Nutrition Fund #281	Parks & Recreation Millage Fund #410	Total Recreation Funds
FUND BALANCE AT JULY 1, 2014	0	582,498	582,498
REVENUES			
Property Taxes	0	1,473,127	1,473,127
Intergovernmental	260,474	513	260,987
Interest Income	60	3,700	3,760
Miscellaneous	165,858	15,500	181,358
Total Revenues	426,392	1,492,840	1,919,232
EXPENDITURES			
Land Acquisition, Capital Improvements and Other	426,392	204,240	630,632
Total Expenditures	426,392	204,240	630,632
Revenues over/(under) Expenditures	0	1,288,600	1,288,600
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	(169,250)	(169,250)
FUND BALANCE AT JUNE 30, 2015	0	413,248	413,248

**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, 2014	3,399,375	824,835	51,667	4,275,877
REVENUES				
Property Taxes	9,588,019	0	0	9,588,019
Intergovernmental Revenues		213,961	46,211	260,172
Interest Income	6,000	600	60	6,660
Miscellaneous	0	1,660	172	1,832
Total Revenues	9,594,019	216,221	46,443	9,856,683
EXPENDITURES				
Public Safety	9,836,364	559,481	40,480	10,436,325
Land Acquisition, Capital Improvements and Other	30,712	0	0	30,712
Total Expenditures	9,867,076	559,481	40,480	10,467,037
Revenues over/(under) Expenditures	(273,057)	(343,260)	5,963	(610,354)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(273,057)	(343,260)	5,963	(610,354)
FUND BALANCE AT JUNE 30, 2015	3,126,318	481,575	57,630	3,665,522

- 21) That the FY 2014/15 Debt Service Fund Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2015/16, as may be updated by the Finance Director:

DEBT SERVICE FUNDS SUMMARY

	General Debt Service Fund #301	Building Authority Debt Fund #662	Local Road SAD Debt Fund #813	Total Debt Service Funds
FUND BALANCE AT JULY 1, 2014	162,748	1,949	1,898,108	2,062,806
REVENUES				
Interest income	500	0	0	500
Special Assessments	0	0	868,233	868,233
Intergovernmental Revenues	231,393	0	0	231,393
Miscellaneous	3,069	0	0	3,069
Total Revenues	234,962	0	868,233	1,103,195
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	63,635	67,260
Total Expenditures	1,220,693	1,182,880	380,523	2,784,096
Revenues over/(under)				
Expenditures	(985,731)	(1,182,880)	487,710	(1,680,901)
OTHER FINANCING SOURCES AND USES				
Proceeds from Bond Sale	0	0	1,145,000	1,145,000
Transfers In				
-General Fund	1,943,105	0	0	1,943,105
-Local Road Fund	77,800	0	0	77,800
-General Debt Fund	0	1,180,931	0	1,180,931
-Park Millage Fund	150,000	0	0	150,000
Total Transfers In	2,170,905	1,180,931	0	3,351,836
Transfers Out				
-SAD Revolving Fund	0	0	(380,798)	(380,798)
-Local Road Fund	0	0	(1,145,000)	(1,145,000)
- Building Authority Fund	(1,180,931)	0	0	(1,180,931)
Total Transfers out	(1,180,931)	0	(1,525,798)	(2,706,729)
Total Other Financing Sources and Uses	989,974	1,180,931	(380,798)	1,790,107
Excess Revenues and Other Financing Sources over/(under)				
Expenditures and Other Uses	4,243	(1,949)	106,912	109,206
FUND BALANCE AT JUNE 30, 2015	166,991	0	2,005,020	2,172,012

- 22) That the FY 2014/15 Capital Projects Fund Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2015/16, as may be updated by the Finance Director:

CAPITAL PROJECT FUNDS SUMMARY

	Capital Improvement Fund #404	Golf Course Capital Improv. Fund #412	Special Assessment Revolving Fund #247	Total Capital Project Funds
FUND BALANCE AT JULY 1, 2014	2,367,566	19,353	1,440,032	3,826,951
REVENUES				
Sales, Fees & Other	28,387	30,500	0	58,887
Grant Revenue	10,000	0	0	10,000
Interest income	765	30	500	1,295
Total Revenues	39,152	30,530	500	70,182
EXPENDITURES				
Public Facilities	703,664	0	0	703,664
Drainage	640,297	0	0	640,297
Sidewalk	511,694	0	0	511,694
Equipment	2,277,786	28,000	0	2,305,786
Administration & Misc.	4,561	200	1,400	6,161
Total Expenditures	4,138,002	28,200	1,400	4,167,602
Revenues over/(under) Expenditures	(4,098,850)	2,330	(900)	(4,097,420)
OTHER FINANCING SOURCES AND USES				
Transfer in from Local Road SAD	0	0	738,798	738,798
Transfer in from CDBG	180,000	0	0	180,000
Transfer in from General Fund	2,436,707	29,952	0	2,466,659
Transfer out	0	0	(458,911)	(458,911)
Total Other Financing Sources and Uses	2,616,707	29,952	279,887	2,926,546
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(1,482,143)	32,282	278,987	(1,170,874)
FUND BALANCE AT JUNE 30, 2015	885,423	51,635	1,719,019	2,656,077

- 23) That the FY 2014/15 Component Units Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2015/16, 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, 2014	25,699	973,992	999,691
REVENUES			
Property Taxes	0	264,721	264,721
Intergovernmental	12,500	0	12,500
Interest Income	30	400	430
Total Revenues	12,530	265,121	277,651
EXPENDITURES			
Legal Fees	0	0	0
Legal Notices	417	0	417
Audit Fees	1,000	1,000	2,000
Supplies	1,000	0	1,000
Building Demolition	0	190,125	190,125
Capital Outlay	0	225,000	225,000
Miscellaneous	1,000	0	1,000
Consultants	32,500	0	32,500
Total Expenditures	35,917	416,125	452,042
Revenues over/(under) Expenditures	(23,387)	(151,004)	(174,391)
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	6,613	(160,004)	(153,391)
FUND BALANCE AT JUNE 30, 2015	32,312	813,988	846,300

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.

On September 9, 2014, the City of Detroit, the Counties of Macomb, Oakland and Wayne, and the State of Michigan signed a Memorandum of Understanding (MOU) which paved the way for the formation of the Great Lakes Water Authority (GLWA) designed to leverage the assets of the Detroit-owned water and sewerage systems. The GLWA was formally approved on October 10, 2014. A six-person board was established for the GLWA, comprised of one member from each County, one from the State of Michigan and two from the City of Detroit. The first official Board meeting was held on December 12, 2014.

The GLWA will provide annual lease payments for 40 years in exchange for management of the systems. The payments will fund the operation and maintenance of the City of Detroit's water and sewer infrastructure. The GLWA will assume responsibility for operations and maintenance for water and sewer infrastructure supplying wholesale customers across the region, including the City of Farmington Hills. The MOU established a 200-day schedule from the date of the GLWA's first board meeting to get the Authority running independently. This schedule equates to a "stand-up" date of July 1, 2015. Numerous steps must be taken before a final lease agreement can be crafted to provide the framework needed to get the GLWA ready for its official autonomous launch.

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.

Water & Sewer Fund

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.
- 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 22,800 City water customers and approximately 22,500 City sewer customers on a quarterly basis. Average annual water consumption per water customer is 17.6 thousand cubic feet (mcf) and the average annual sewage treatment is 15.6 mcf. There are approximately 449 miles of water main and over 5,100 fire hydrants in the City. There are approximately 328 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.

FY 14/15 YEAR-END PROJECTION vs. FY 13/14 ACTUAL

- Total Revenue is projected to decrease by approximately \$269,000 or 1% from the previous year. Capital Contributions are projected to decrease by approximately \$102,000 or 36% from the previous year. Bond Proceeds are projected to increase by \$28.4 million from the previous year, for the 2nd phase of the Water System Improvements and the Middlebelt Sanitary Sewer Transport Tunnel Project.
- Total Expenses are projected to increase by approximately \$1,120,000 or 4% from the previous year. Capital Assets are projected to decrease by approximately \$646,000 from the previous year.
- The impact from above, results in a projected \$1,224,994 decrease in Working Capital to \$63,456,520 at June 30, 2015, which is 267% 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.

FY 15/16 PROPOSED FINANCIAL PLAN vs. FY 14/15 YEAR-END PROJECTION

- Total Revenue is projected to increase by approximately \$797,000 or 3% from the previous year. Capital Contributions are projected to increase by approximately \$5,000 or 3% from the previous year. No Bond Proceeds are projected for FY 15/16.
- Total Expenses are projected to increase by approximately \$1,146,000 or 4% 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 \$1,194,060 decrease in Working Capital to \$62,262,460 at June 30, 2016, which is 251% of total projected expenses and transfers-out (less depreciation) for FY 15/16. 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 \$34 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	ACTUAL	YEAR-END	PROPOSED
	FY 2012/13	FY 2013/14	PROJECTION	PLAN
	<u>FY 2012/13</u>	<u>FY 2013/14</u>	<u>FY 2014/15</u>	<u>FY 2015/16</u>
REVENUES				
Sale of Water	15,186,308	13,990,712	13,893,996	14,310,816
Sewage Disposal Charges	10,356,461	9,866,451	10,180,456	10,485,870
Other Operating Revenue	<u>1,785,573</u>	<u>892,303</u>	<u>822,080</u>	<u>846,742</u>
Total Operating Revenue	27,328,342	24,749,466	24,896,532	25,643,428
Other Non-operating Revenue	5,000	5,800	5,000	5,000
Interest Income	<u>226,707</u>	<u>915,125</u>	<u>500,000</u>	<u>550,000</u>
TOTAL REVENUES	<u>27,560,049</u>	<u>25,670,391</u>	<u>25,401,532</u>	<u>26,198,428</u>
EXPENSES				
Cost of Water	10,090,738	10,632,333	10,327,033	10,636,844
Cost of Sewage Treatment	7,417,234	7,104,322	7,495,065	7,719,917
Other Operation and Maintenance	4,407,302	4,339,219	4,458,113	4,591,856
Billing and Administrative Costs*	793,051	894,132	871,874	898,030
Depreciation	<u>3,376,344</u>	<u>3,374,502</u>	<u>3,942,400</u>	<u>4,060,672</u>
Total Operating Expenses	26,084,669	26,344,508	27,094,485	27,907,320
Other Non-operating Expenses	39,405	40,745	38,000	39,140
Interest Expense	<u>164,044</u>	<u>166,488</u>	<u>539,441</u>	<u>871,100</u>
TOTAL EXPENSES	<u>26,288,118</u>	<u>26,551,741</u>	<u>27,671,926</u>	<u>28,817,560</u>
Income/(Loss) Before Contributions	1,271,931	(881,350)	(2,270,394)	(2,619,132)
Capital Contributions:				
Tap-in Fees	184,920	281,559	180,000	185,400
Other Capital Contributions	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Capital Contributions	184,920	281,559	180,000	185,400
Transfer-in From Other Funds	-	51,752	-	-
Transfer-out To Other Funds	<u>(10,410)</u>	<u>-</u>	<u>-</u>	<u>-</u>
CHANGE IN NET POSITION	1,446,441	(548,039)	(2,090,394)	(2,433,732)
Capital Assets	(4,500,079)	(6,617,638)	(5,972,005)	(27,466,000)
Depreciation	3,376,344	3,374,502	3,942,400	4,060,672
Bond Proceeds	6,800,000	-	28,370,005	-
Restricted Assets	(3,830,367)	3,830,367	(25,200,000)	25,200,000
Current Portion of Long-term Debt	<u>(230,000)</u>	<u>(270,000)</u>	<u>(275,000)</u>	<u>(555,000)</u>
CHANGE IN WORKING CAPITAL	3,062,339	(230,808)	(1,224,994)	(1,194,060)
WORKING CAPITAL-BEGINNING	<u>61,849,983</u>	<u>64,912,322</u>	<u>64,681,514</u>	<u>63,456,520</u>
WORKING CAPITAL-ENDING	64,912,322	64,681,514	63,456,520	62,262,460
WC as a % of Expenses plus Transfers-out				
less Depreciation	283%	279%	267%	251%

* Includes City Labor Costs associated with Accounting and Project Engineering.

Water & Sewer Fund

WATER MAINS

WATER MAIN PROJECT	TOTAL COST	CITY COST	Maint. Costs	Figures shown are in thousands of dollars.						
				15/16	16/17	17/18	18/19	19/20	20/21	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", Phase 2 and 3	2,500,000	2,500,000	NC	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		
Westbrooke Plaza Water Main Replacement	313,000	313,000	NC						313	
Kimberley 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 No. 2 and No. 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	0	NC							
Westbrooke Manor Subdivision, Replace existing 6" & 8" with 8"	2,600,000	2,600,000	NC							2,600
TOTAL	\$25,383,000	\$23,113,000	\$0	\$1,766	\$934	\$900	\$900	\$1,700	\$413	\$16,500

SANITARY SEWERS

SANITARY SEWER PROJECT	TOTAL COST	CITY COST	Maint. Costs	Figures shown are in thousands of dollars.						
				15/16	16/17	17/18	18/19	19/20	20/21	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 Isolation	46,600,000	25,210,000	NC	25,210						
Dewberry Street Sewer Segment	178,000	178,000	NC		178					
Wastewater Asset Management Plan	1,210,000	302,000	NC			302				
Evergreen/Farmington LTCAP Upgrade - Eight Mile Road Storage Tank	17,625,000	10,250,000	NC			10,250				
TOTAL	\$ 68,613,000	\$ 38,940,000	\$ -	\$ 25,710	\$ 678	\$ 11,052	\$ 500	\$ 500	\$ 500	\$ -

YOUR 2014 TAX DOLLAR

Based on Principal Residence (Homestead) Rate

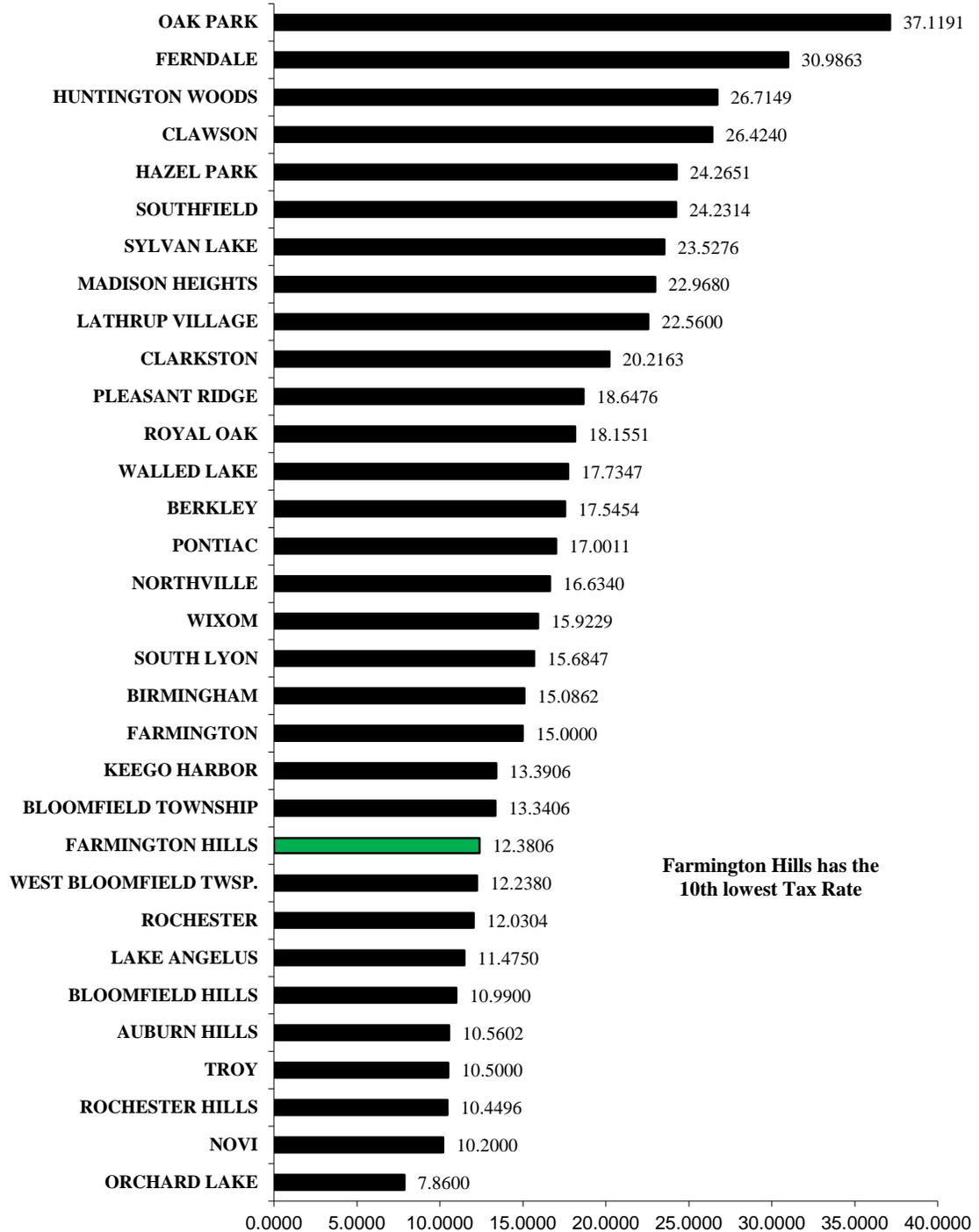
School District	County/Other	Education *	City
Farmington	13.95%	57.00%	29.05%
Walled Lake	15.42%	52.46%	32.12%
Clarenceville	16.71%	48.49%	34.80%



* Local Schools (including State support) + Oakland Intermediate Schools + Community College

2014 Local Unit Tax Rates

For all Cities and Major Townships in Oakland



2014 Tax Comparison for All Local Units of Governments in Oakland County

<u>Local Taxing Unit</u>	2014 <u>Millage</u>	2014 <u>Taxable Value</u>	2014 <u>City Taxes</u>
Southfield	24.2314	2,391,992,576	57,961,329
Troy	10.5000	4,371,580,350	45,901,594
Bloomfield Township	13.3406	3,245,848,860	43,301,571
Royal Oak	18.1551	2,268,034,710	41,176,397
West Bloomfield Township	12.2380	3,190,979,610	39,051,208
Farmington Hills*	12.3806	3,051,188,980	37,775,550
Rochester Hills	10.4496	3,081,834,350	32,203,936
Novi	10.2000	3,070,872,210	31,322,897
Birmingham	15.0862	1,895,084,170	28,589,619
Madison Heights	22.9680	766,946,680	17,615,231
Auburn Hills	10.5602	1,588,494,440	16,774,819
Oak Park	37.1191	432,214,220	16,043,403
Ferndale	30.9863	493,417,270	15,289,176
Pontiac	17.0011	670,939,280	11,406,706
Wixom	15.9229	638,700,110	10,169,958
Berkley	17.5454	473,817,278	8,313,314
Clawson	26.4240	314,079,740	8,299,243
Huntington Woods	26.7149	308,781,030	8,249,054
Bloomfield Hills	10.9900	736,186,900	8,090,694
Rochester	12.0304	651,573,650	7,838,692
South Lyon	15.6847	313,692,530	4,920,173
Farmington	15.0000	304,555,760	4,568,336
Hazel Park	24.2651	167,106,340	4,054,852
Walled Lake	17.7347	175,852,420	3,118,690
Lathrup Village	22.5600	117,882,630	2,659,432
Orchard Lake	7.8600	335,732,950	2,638,861
Pleasant Ridge	18.6476	132,401,790	2,468,976
Northville	16.6340	144,703,915	2,407,005
Sylvan Lake	23.5276	79,925,380	1,880,452
Keego Harbor	13.3906	79,488,300	1,064,396
Lake Angelus	11.4750	67,937,740	779,586
Clarkston	20.2163	37,639,450	760,930

* 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>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
Operations	6.4093	6.4138	6.4341	6.5435	6.5139
Capital	0.4800	0.4800	0.4800	0.4800	0.4800
Debt	0.6318	0.6362	0.6347	0.5402	0.5362
Total Charter	7.5211	7.5300	7.5488	7.5637	7.5301
Refuse	0.5359	0.5270	0.5082	0.4933	0.5269
Econ. Develop.	0.0000	0.0000	0.0000	0.0000	0.0000
Parks	0.4882	0.4882	0.4882	0.4882	0.4882
Public Safety	0.9769	1.4764	1.4764	1.4764	1.4764
Total City Millage	9.5221	10.0216	10.0216	10.0216	10.0216
Taxable Value*	\$4,120,595,630	\$4,294,168,650	\$4,438,529,490	\$4,411,543,260	\$4,165,008,570
Tax Levy	\$39,236,724	\$43,034,441	\$44,481,167	\$44,210,722	\$41,740,050
Tax Collections**	\$38,817,558	\$41,829,579	\$43,356,322	\$42,669,852	\$40,166,471
Percent Collected***	98.93%	97.20%	97.47%	96.51%	96.23%

<u>Millage Type</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Operations	6.3279	7.2148	6.6396	6.7084	6.5206
Capital	0.4800	0.2400	0.7467	0.6163	0.7986
Debt	0.6481	0.5012	0.5697	0.6313	0.6368
Total Charter	7.4560	7.9560	7.9560	7.9560	7.9560
Refuse	0.6010	0.6822	0.7138	0.7168	0.7436
Econ. Develop.	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
Taxable Value*	\$3,619,696,470	\$3,281,707,580	\$3,077,626,770	\$3,040,696,350	\$3,051,369,420
Tax Levy	\$36,275,150	\$34,845,171	\$38,010,476	\$37,564,155	\$37,777,784
Tax Collections**	\$34,911,860	\$33,353,601	\$36,891,023	\$36,922,255	\$36,898,852
Percent Collected***	96.24%	95.72%	97.05%	98.29%	97.67%

* 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**

Farmington School District

<u>Millage Type</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
City	9.5221	10.0216	10.0216	10.0216	10.0216
Local Schools P.R.E.	11.1596	10.6511	10.1784	9.6915	10.1442
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	0.5950	0.5900	0.5900	0.5900	0.5900
Zoo	0.0000	0.0000	0.0000	0.1000	0.1000
Art Institute	0.0000	0.0000	0.0000	0.0000	0.0000
Total P.R.E. Millage	38.4618	38.4478	37.9751	37.5882	38.0409
Local Schools Non-P.R.E.	8.7792	9.0877	9.6216	10.1085	9.6558
Total Non-P.R.E. Millage	47.2410	47.5355	47.5967	47.6967	47.6967

Walled Lake School District

<u>Millage Type</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
City	9.5221	10.0216	10.0216	10.0216	10.0216
Local Schools P.R.E.	6.8975	6.7841	6.6700	6.5722	6.4793
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	0.5950	0.5900	0.5900	0.5900	0.5900
Zoo	0.0000	0.0000	0.0000	0.1000	0.1000
Art Institute	0.0000	0.0000	0.0000	0.0000	0.0000
Total P.R.E. Millage	34.1997	34.5808	34.4667	34.4689	34.3760
Local Schools Non-P.R.E.	15.8925	16.0059	16.1200	16.2178	16.0207
Total Non-P.R.E. Millage	50.0922	50.5867	50.5867	50.6867	50.3967

Clarenceville School District

<u>Millage Type</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
City	9.5221	10.0216	10.0216	10.0216	10.0216
Local Schools P.R.E.	4.3392	5.1766	5.1324	5.0898	5.1146
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	0.5950	0.5900	0.5900	0.5900	0.5900
Zoo	0.0000	0.0000	0.0000	0.1000	0.1000
Art Institute	0.0000	0.0000	0.0000	0.0000	0.0000
Total P.R.E. Millage	31.8537	33.1856	33.1414	33.1988	33.2236
Local Schools Non-P.R.E.	17.2335	17.3234	17.3676	17.4102	17.3854
Total Non-P.R.E. Millage	49.0872	50.5090	50.5090	50.6090	50.6090

**HISTORICAL REAL PROPERTY TAX RATES FOR ALL TAXING UNITS
BY TAX YEAR**

<u>Farmington School District</u>					
<u>Millage Type</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
City	10.0216	10.6180	12.3506	12.3538	12.3806
Local Schools P.R.E.	12.0278	12.3334	13.3810	13.0140	11.7472
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	1.0000
Zoo	0.1000	0.1000	0.1000	0.1000	0.1000
Art Institute	0.0000	0.0000	0.2000	0.2000	0.2000
Total P.R.E. Millage	39.9245	40.8265	43.8067	43.4429	42.6129
Local Schools Non-P.R.E.	8.0722	7.8466	7.1790	7.5460	8.5128
Total Non-P.R.E. Millage	47.9967	48.6731	50.9857	50.9889	51.1257

<u>Walled Lake School District</u>					
<u>Millage Type</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
City	10.0216	10.6180	12.3506	12.3538	12.3806
Local Schools P.R.E.	6.7508	6.8812	7.0254	7.4730	7.6843
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	1.0000
Zoo	0.1000	0.1000	0.1000	0.1000	0.1000
Art Institute	0.0000	0.0000	0.2000	0.2000	0.2000
Total P.R.E. Millage	34.6475	35.3743	37.4511	37.9019	38.5500
Local Schools Non-P.R.E.	15.7492	15.6188	15.5346	15.6715	15.8029
Total Non-P.R.E. Millage	50.3967	50.9931	52.9857	53.5734	54.3529

<u>Clarenceville School District</u>					
<u>Millage Type</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
City	10.0216	10.6180	12.3506	12.3538	12.3806
Local Schools P.R.E.	5.1922	4.5000	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	1.0000
Zoo	0.1000	0.1000	0.1000	0.1000	0.1000
Art Institute	0.0000	0.0000	0.2000	0.2000	0.2000
Total P.R.E. Millage	33.3012	33.2054	35.1380	35.1412	35.5780
Local Schools Non-P.R.E.	17.3078	18.0000	18.0000	18.0000	18.0000
Total Non-P.R.E. Millage	50.6090	51.2054	53.1380	53.1412	53.5780

Retirement System & Retiree Healthcare Plan Funding Progress

CITY OF FARMINGTON HILLS EMPLOYEE'S RETIREMENT SYSTEM

Actuarial Valuation <u>Date</u>	Actuarial Value of <u>Assets</u>	Actuarial Accrued Liability <u>(AAL)</u>	Unfunded AAL <u>(UAAL)</u>	Funded <u>Ratio</u>	*Future Annual <u>Contribution</u>	Active <u>Members</u>	Benefit <u>Receipts</u>
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
06/30/14	\$142,635,461	\$168,555,933	\$25,920,472	84.6%	\$4,710,931	288	279

CITY OF FARMINGTON HILLS POST-RETIREMENT HEALTHCARE FINANCE FUND

Actuarial Valuation <u>Date</u>	Actuarial Value of <u>Assets</u>	Actuarial Accrued Liability <u>(AAL)</u>	Unfunded AAL <u>(UAAL)</u>	Funded <u>Ratio</u>	**Future Annual <u>Contribution</u>	Covered <u>Members</u>	Covered Benefit <u>Receipts</u>
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
06/30/14	\$62,830,994	\$71,356,286	\$8,525,292	88.1%	\$1,808,068	255	203

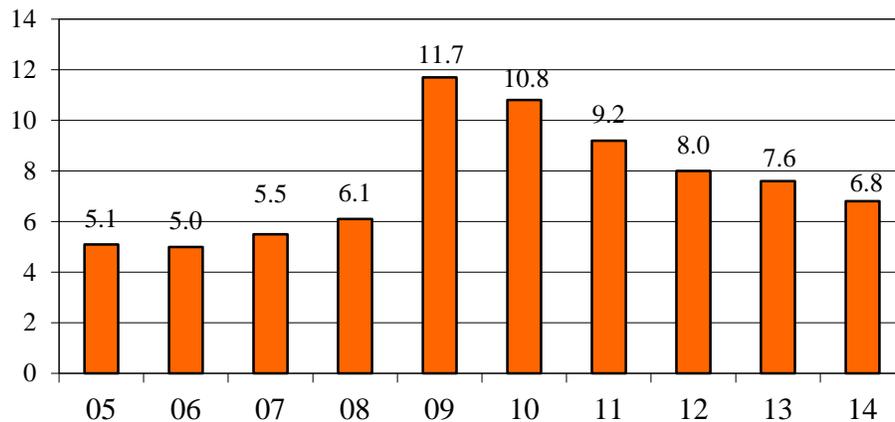
* Revised the 2010 valuation using revised assumptions, as of June 30, 2011.

COMMUNITY DEMOGRAPHIC STATISTICS

Last Ten Fiscal Years

<u>Fiscal Year</u>	<u>Population (1)</u>	<u>Number of Households</u>	<u>School Enrollment</u>	<u>Annual Average Unemployment Rate</u>
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	8
2013	80,895	34,255	10,778	7.6
2014	81,798	34,755	10,577	6.8

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.

SPECIAL ASSESSMENT DISTRICT (SAD) 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.