

# City of Farmington Hills, Michigan

## Annual Budget

Fiscal Year

July 1, 2009 - June 30, 2010



### **Farmington Hills City Council**

Standing (l-r): Michael Bridges, Mayor Pro Tem Randy Bruce, Ken Massey, Barry Brickner  
Seated (l-r): Cheryl Oliverio, Mayor Jerry Ellis, Nancy Bates

### **City Manager**

Steve Brock

### **Executive Management Team**

Teri Arbenowske, Economic Development  
Corey Bartsch, Fire  
Thomas Biasell, Public Services  
David Boyer, Special Services  
Dale Countegan, Planning and Community Development  
Kathryn Dornan, City Clerk  
Nathan Geinzer, City Manager's Office  
Mary Kohls, Human Resources  
Michael Lasley, Central Services  
Richard Niemisto, Police  
Robert Spaman, Finance  
Dana Whinnery, Assistant City Manager

### **Budget Preparation Staff**

Robert Spaman, Finance Director  
Nancy Piwowar, Controller  
Karen Birkholz, Special Projects Coordinator  
Carolyn Elliott, Secretary to the Finance Director

## MAYOR AND CITY COUNCIL

**Jerry Ellis** was elected Mayor of Farmington Hills in November 2007. He was first elected to City Council in 1996 and was re-elected in November 1997, 2001 and 2005. He served as Mayor Pro Tem in 2000 and 2004. He is currently the Chair of the Southwest Oakland County Cable Commission and the Farmington Hills Redevelopment Committee. He is the Council Liaison to the Chamber of Commerce and the Economic Development Corporation. He served on the Parks and Recreation Commission for 10 years prior to his election to the City Council. His term expires in November 2009.

**Ken Massey** was elected for his first term on City Council in November 2003 and was re-elected in November 2007. He served as Mayor Pro Tem in 2006. He is a member of the Emergency Preparedness Commission and the National League of Cities (NLC) Public Safety and Crime Prevention Steering Committee. His term expires in November 2011.

**Barry Brickner** was elected to City Council in November 1999 and was re-elected in 2003 and in 2007. He served as Mayor Pro Tem in 2001 and 2007. He is a member of the NLC Information Technology and Communications Steering Committee. He is also a member of the Brownfield Redevelopment Authority, the Green Efforts Committee and serves as Council Liaison to the Committee to Increase Voter Participation. He is the Council Liaison and former Chair of the Eight Mile Boulevard Association and serves as alternate delegate to SEMCOG. Prior to his election to Council, he served four years on the Planning Commission. His term expires in November 2011.

**Randy Bruce** was elected to City Council in November 2003 and was re-elected in November 2007. He served as Mayor Pro Tem in 2005 and is currently Mayor Pro Tem. He is the Council Liaison to the Commission on Children, Youth and Families and to the Arts Commission. He also serves on the NLC Human Development Steering Committee. Before serving on City Council he was a member of the Zoning Board of Appeals where he served as Secretary, Vice-Chair and Chair. His term expires in November 2011.

**Cheryl Oliverio** is serving her fourth term on City Council, having first been elected in 1993. She served as Mayor Pro Tem in 1997 and again in 2003. She serves as Council Liaison to the Historic District Commission, the Historical Commission, the Emergency Preparedness Commission and the Parks and Recreation Commission. Her term expires in November 2009.

**Nancy Bates** was first elected to City Council in 1989. She served as Mayor in 1993 and again from 1999 – 2003. After a two-year hiatus, she was again elected in November 2005 to serve a four-year term on City Council. She served as Mayor Pro Tem in 2008. She is currently the Council Liaison to the Beautification Commission. She also serves on the Commission on Aging and the Mayor's Youth Council. Her term expires in November 2009.

**Michael Bridges** was elected to City Council in August 2008. He serves as Council Liaison to the Board of Trustees of the City of Farmington Hills Michigan Employees Retirement System. Prior to being elected, he served on the Farmington Area Commission on Aging and the Zoning Board of Appeals where he served as Chair. His term expires in November 2009.

# City of Farmington Hills

## City Facilities



### Facility Name

### Address

	City Hall	31555 Eleven Mile Rd
	47th District Court	31605 Eleven Mile Rd
	Dept. of Public Works	27245 Halsted Rd
	Fire Station 1	35725 Nine Mile Rd
	Fire Station 2	28225 Middlebelt Rd
	Fire Station 3/ Grant Community Ctr	29260 Grand River

### Facility Name

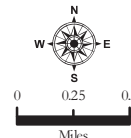
### Address

	Fire Station 4	28711 Drake Rd
	Fire Station 5	31455 Eleven Mile Rd
	Farmington Hills Golf Club	37777 Eleven Mile Ct
	Ice arena & Skate park	35500 Eight Mile Rd
	Longacre House	24705 Farmington Rd
	Parks and Golf Maintenance	38111 Interchange Dr

### Facility Name

### Address

	Police Station	31655 Eleven Mile Rd
	Southwest Oakland Cable Commission	33300 Nine Mile Rd
	William Costick Activity Center	28600 Eleven Mile Rd



SOURCE: City of Farmington Hills GIS, 2009

## 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 the third most prosperous county 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 West/East 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. This asset supports seven industrial parks totaling more than 600 acres, which provide first rate services and facilities. In addition, the 12 Mile Road, Orchard Lake Road and Northwestern Highway corridors host many commercial and office developments, which house many corporate headquarters and district offices of regional, national and international prominence.

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

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

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

## HOW TO USE THIS BUDGET DOCUMENT

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

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

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

The **General Fund** section contains revenue and expenditure summaries for the General Fund as well as brief detail and narratives on each major revenue category. Revenue and expenditure schedules include actuals for the past two completed years, the current fiscal year's amended budget, projected actuals for the current fiscal year, and the proposed budget. Expenditures are broken down into these categories: personnel, operating supplies, contractual services, and capital expenditures. The General Fund section is further subdivided into major functional areas of activities such as: Boards and 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. An organization chart, personnel counts and past and projected expenditures are included. Key trends are shown graphically and capital outlay schedules are included. The summary of budget changes from prior year highlights any significant changes from the previous year by category.

The **Special Revenue Funds** section contains budget information and the proposed budget for funds that are maintained for specific revenue sources that are legally restricted to expenditures for specific functions or activities. These restrictions 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 **Enterprise Fund** tab contains the budget for one of the City’s enterprise funds: the “Ice Arena Fund.” This activity is operated similar to a private business and is intended to be self-supported by Ice Arena revenues. The City also has a water and sewer fund that is not included in this budget document.

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 Improvements** section contains both the capital improvements plan and the capital improvements budget. A description of the difference between the two and how they are interrelated is also included.

The **Analysis and Background** section contains 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.

A **Glossary** at the back of this book defines technical terms used throughout the budget document.

An **Index** is provided at the end of this book.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Farmington Hills  
Michigan**

For the Fiscal Year Beginning

**July 1, 2008**

Handwritten signature of the President of GFOA.

President

Handwritten signature of Jeffrey R. Emmer, Executive Director of GFOA.

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, 2008.

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 23<sup>rd</sup> consecutive award the City of Farmington Hills has received.

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April 2009

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

## INTRODUCTION

With this letter I am transmitting the 2009/10 budget for the City of Farmington Hills. The budget is one of the most important documents the City prepares, since it identifies the services to be provided over the next year and how those services are to be financed. It describes in detail how each City department, division, and function will invest the City's resources for the benefit of the community.

It is no secret that these are financially troubled and dynamic times. For the seventh straight year, state shared revenues, which represent our second largest source of revenue, have declined. Stimulus funds will be helpful to some extent but they likely will be mostly for one-time acquisitions or programs. Last year, for the first time, the taxable value of the City declined just over one-half percent. The projection for this year is 5.6% mainly due to decreasing property tax revenue. Add to that rising unemployment, the financial condition of the automobile industry and the limits on revenue growth due to the interaction of Headlee and Proposal A, not to mention national and global economic issues, and the financial pressures facing Farmington Hills are REAL. In addition to our revenue concerns, expenses continue to rise. For example, this year, healthcare premiums are expected to increase 8%.

Due to these factors, the budget directions to department heads included the following:

1. Total 2008/09 budget requests will be reduced by 6.2% of the original fiscal year 2008/09 budget, without health and pension increases/decreases.
2. No new General Fund personnel are to be requested.
3. Fees should be reviewed and adjusted when appropriate.
4. Keep in mind that the revenue forecast for Fiscal 2010/11 looks as though it will decrease by an additional 4.3% from the 2009/10 projections. While we are not doing a biennial budget, we are looking ahead and any plans for reductions this year would reflect reduction plans in 2010/11.

Despite all of this, I am optimistic about the City of Farmington Hills and where we are headed. There is opportunity in this time of serious fiscal challenge. Farmington Hills is a prosperous and thriving city and a great place to live, work, and play. We offer a high quality of life and a high level of service to our residents. To help us face these challenges, and in an effort to make our City an even better place to live work, and play, the City engaged in a Sustainability Study in

November 2006. Even though the sustainability study is several years old, finding ways to maintain or increase residential property values, maintaining or improving City services, and maintaining a high level of business activity, are still very much applicable and will always be. The study, completed after numerous interviews with City Council members, staff, community and business leaders, and several community forums, contains recommendations for future sustainability. Due to the thoughtful deliberation and collaboration of many people, we are discussing and beginning to implement some of the recommendations.

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.

## **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. Given the state of Michigan's economy, it is essential to build community understanding and support for the budget and for the services and programs that we provide. 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, and play.
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.

## **TAX RATE AND TAX ROLL**

The FY 2009/10 General Fund operating budget is balanced. \$170,000 will be transferred to the ice arena due to a shortfall in unrestricted net assets. General Fund Revenue decreased \$1,923,516 or approximately 3.7% from \$51,869,550 for FY 2008/09 to \$49,946,034 for FY 2009/10. The decrease is primarily due to a \$1.7 million decrease in property tax revenue and a \$200,000 reduction in investment earnings. We are contracting with strategic purpose.

The budget is based on a property tax rate of 10.0216 mills, the same as the last three years. The millage comparison and allocation is outlined below.

	<b>FY 2005/06</b>	<b>FY 2006/07</b>	<b>FY 2007/08</b>	<b>FY 2008/09</b>	<b>FY 2009/10</b>
Operating	6.9452	6.9408	6.9423	7.0368	7.0408
Capital & Drains	0.4800	0.4800	0.4800	0.4800	.4800
Debt	0.6318	0.6362	0.6347	0.5402	.5362
Public Safety	0.9769	1.4764	1.4764	1.4764	1.4764
Parks & Recreation	0.4882	0.4882	0.4882	0.4882	.4882
<b>TOTAL</b>	<b>9.5221</b>	<b>10.0216</b>	<b>10.0216</b>	<b>10.0216</b>	<b>10.0216</b>

The City's Taxable Value decreased 5.6% from \$4,411,543,260 to \$4,165,008,570. Sixty-four percent of the tax roll is residential. Thirty-six percent of the roll is non-residential and includes commercial (22 %) and industrial (7 %) and personal property (7 %).

The Undesignated Fund Balance in the General Fund is estimated to be \$10,706,941 at June 30, 2009. The total budget expenditure allocation for all budgeting funds for FY 2009/10 is approximately \$89.2 million compared to \$87.9 million for FY 2008/09, excluding interfund transfers. This is a 1.4% increase in expenditures from 2008/09. This increase is due to capital expenditures including the much needed City Hall revitalization that will save taxpayer money in the long term through energy and operational efficiencies.

## **BUDGET HIGHLIGHTS**

Through fiscal responsibility, we've 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 ongoing or included in this year's budget. They are broken down into prior year accomplishments and current projects and programs.

### **Fiscal Year 08/09 Accomplishments**

- **Environmental Sustainability.** The City is taking an active role in promoting "green efforts" throughout the community with the creation of the Green Efforts Committee. This group champions environmental sustainability through innovative City policies and initiatives to lessen the City's impact on the environment. In other green efforts, the City hosted a record-breaking household hazardous materials drop-off day and added new acceptable items to the curbside recycling program. We continue to surpass the state curbside recycling average with close to 32,000 tons of material diverted from the landfill. The City received a Community Tree Planting grant, and this spring trees will be planted at park and roadside locations.
- **Safe City.** Farmington Hills was again ranked among the safest cities in the United States, according to 2007 crime data published by Morgan-Quitno Press, CQ Press, and Sage Publications. Of 385 cities ranked nationally, in all population categories, Farmington Hills ranked as 33<sup>rd</sup> safest. Of 18 Michigan cities ranked, Farmington Hills was rated the third safest, behind only Troy and Canton Township.

- **Intranet.** This new online communication service will increase productivity and has been designed to make accessing information easier for employees. Employee news, forms, benefit information, health and wellness, and more are all found on the newly launched Intranet.
- **Repaving.** The following roads were resurfaced this past summer: Fourteen Mile Road from Drake to Orchard Lake Road and Farmington Road from Thirteen Mile to Fourteen Mile. The City's first roundabout was successfully completed at Fourteen Mile and Farmington Roads.
- **Sidewalks/Pathways.** The following sidewalks were built this year: Ten Mile north side, Power to Orchard Lake; Drake west side, Valley Creek to Lytle; Drake east side, Thirteen Mile to Muer Cove; Shiawassee south side, Whittington to Rockwell.
- **New Development and Improvements.** The Planning and Community Development Department oversaw the construction of nine new single-family homes with a value of over \$2.8 million. New commercial development and improvements had a construction value of over \$32 million. Permits for \$3.7 million in improvements and additions to existing homes were issued.
- **Employee Safety Award.** In 2009, the City was awarded the Michigan Municipal League's Workers' Compensation Loss Control Achievement Award for the 15<sup>th</sup> consecutive year. This annual award is given to the City with the lowest workers' compensation claims experience. Our excellent safety record means that the City will pay less than the average premium for workers' compensation insurance. Over the past years, the City has saved over \$3.1 million in premiums.
- **New Equipment.** The DPW placed into service a ten-yard dump truck, a three-yard dump truck, a ditch excavator, a chipper and a scissor platform. The fire department took delivery of mobile laptop computers and thermal imaging cameras.
- **Millage Renewal Passes.** Residents overwhelmingly passed the Parks and Recreation millage renewal. The millage provides funding for parks, as well as cultural arts, youth, and senior programming. The passage ensures superb recreational and cultural programs and a high quality of life for Farmington Hills families.
- **Skate Park.** Ground was broken on the Riley Skate Park in Founders Sports Park. It will be completed soon, is one of the premier skate parks in the country and was paid for primarily with private funds.
- **Amphitheater.** A new amphitheater opened this past summer in Heritage Park. Record crowds attended the summer concert series.

### **In Process or Current Year Programs**

- **Sustainability Study.** The community will continue to discuss the recommendations of the Sustainability Study. Ongoing conversations this year will include the implementation of the updated Master Plan for Land Use, Environmental Sustainability,

further review of existing shared services, and more. The City Council, Boards and Commissions, residents, staff, and others continue to engage in discussions.

- **City Hall Revitalization.** This project continues to move forward. A design and construction team has been hired, a design workshop was held in October and an open house was held in February. The current building is becoming increasingly inhospitable with many leaks, especially during the rain/snow and thaw period, inefficient heating and cooling and lack of ADA compliance to name a few. Groundbreaking is scheduled for June. We will remain on site to continue service to our residents and other customers. Completion date is late 2010. The Revitalized City Hall will allow the City to improve its energy and operational efficiencies, strengthen its community image, and provide flexibility in meeting the needs of the community for decades to come.
- **Commitment to the Environment.** The City remains committed to the environment and is in the forefront of environmental awareness. The newly created Green Efforts Committee will expand upon current environmental efforts by evaluating ways to decrease use of fossil fuels and will review the potential of providing renewable energy on City property. Plans include outreach to local businesses and residents with energy saving tips, publications and special events. Energy Efficiency and Conservation Block Grants (EEBG) can be used for these purposes.
- **Youth Programs.** Farmington Hills strongly supports the youth of our community and will continue to do so in the coming year with a wide variety of programs and services, including the Mayors' Youth Council (MYC) and the after-school and summer Youth Program for middle school students. This innovative, free program targets middle school youth and offers supervised activities consisting of recreation, social skill development, group discussion, and educational tutoring.
- **Construction Projects.** The Major and Local Road Funds will finance over \$9 million of road improvements in 2009/10. (Most of these funds are from other sources with little or no local match.)
  - Pedestrian Bridge Crossing at I-696 and Harrison High School
  - MDOT bridge at Drake and I-696
  - Farmington Road Rehabilitation - 11 Mile to 12 Mile
  - Northwestern Highway Connector Phase 1
  - Middlebelt, 10 Mile to 11 Mile
  - Middlebelt, 8 Mile to 10 Mile

## **CAPITAL IMPROVEMENT FUND**

In addition to the construction projects contained in the Road Fund budgets, the City plans to expend \$10.9 million for infrastructure improvements benefiting the entire community. This program is comprised of facility improvements and expansions, sidewalk and bike path construction, drainage improvements, technology enhancements, and the acquisition of Public Works equipment and fire apparatus replacements. Next year's program includes:

- Drainage expenditures of \$592,500 that will concentrate on the Storm Water Pollution Prevention Initiative and the Storm Model and Master Plan Pilot and update. Also included



are GIS Storm Phases I, II, and III, miscellaneous detention basin improvements, the replacement of major drain culverts in Springbrook subdivision and improvements on the Woodcreek Pond at Danvers.

- A number of sidewalk and bike path improvements are in process or will take place this next fiscal year including: Halsted east side, south of Valhalla; Twelve Mile, south side, west of Inkster to Herndonwood; Halsted, west side, Windwood to Grand River; Folsom, south side, Power west to the Farmington City limit; and Middlebelt, east side, Chateau Court to Spring Road. Two Community Development Block Grant projects are also in the works, Thirteen Mile, north side, Detroit Baptist Manor to Middlebelt and Middlebelt east side, Eldon to Sans Souci.
- Equipment for the Fire Department includes a replacement for Engine #3, a replacement for Medic #5 and replacements for Rescue #3 and #4.
- Equipment for the Division of Public Works includes a new hydro seeder, a new jet truck and a replacement three-yard dump truck, five-yard dump truck and ten-yard dump truck.
- The revitalization of City Hall to make way for efficiency and image enhancements.
- Phone system upgrades, 911 updates, scheduling software, document imaging, and equipment and technology upgrades City-wide to keep the network fast and reliable.

### **CAPITAL EXPEDITURES**

The total dollar amount of capital expenditures for fiscal year 09/10 is \$21,969,271. Of that total, \$9,382,860 is for major and local road construction projects, and \$10,506,140 is for infrastructure improvements included in the Capital Improvement Fund. The General Fund includes \$325,100 in capital expenditures for office equipment, building improvements, trucks for Public Services and public safety equipment including vehicles and software. The Parks Millage Fund includes \$1,102,000 for the Aquatic Center Study, Heritage Park improvements, parking lot improvements, athletic fields, equipment, playground improvements and Activity Center improvements. The Debt Service Fund includes \$202,000 for water and sewer, and road projects. The Community Development Block Grant Fund will expend \$311,162 of capital money for housing rehabilitation and sidewalk improvements. The Police and Federal Forfeiture Funds of \$102,609 will be used to provide community and school drug education programs. Specific information about the capital projects is included in each fund.

### **PERSONNEL COSTS AND STAFFING**

With 379 full-time employees, 18 less than last year, the City maintains one of the lowest employee-to-resident ratios of any local community while continuing to provide efficient and comprehensive services. The reduction is a combination of retirements, not filling currently vacant positions and layoffs. The administrative assistant in my office is retiring and a mechanic from the DPW will also retire this year, and their positions will not be filled. The following positions are vacant and likely will not be filled in 09/10: deputy fire chief, civil engineer, clerk dispatcher, clerk typist, crime prevention technician, police officer, 2 laborers and 2 cadets. An environmental coordinator, 2 small engine mechanics and 3 police officers are not budgeted for and could be laid off.

## 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:

- William Schultz, Manager of Information Technology, Central Services Department, was named Employee of the Year. Six others were named Outstanding Employees: Leslie Amato, Police Dispatch Supervisor, Police Department; Shu-Fen Lin, Accountant, Finance Department; Lee Miller, Secretary to the City Clerk, City Clerk's Office; Ellen Schnackel, Facilities Supervisor, Special Services Department; Pam Smith, Deputy City Clerk, City Clerk's Office; Barbara Smrka, Secretary to the Director, Public Services Department.
- Officer Brian Bastianelli was named Police Officer of the Year.
- Paid on Call Firefighter Ronald Tejero was named Firefighter of the Year and Inspector Andre Gardenhire was named 2008 Career Firefighter of the Year.
- Jason Gilbert was recognized Optimist Firefighter of the Year and also received the American Legion Award.
- Station Member of the Year Awards were presented to Joe Smith from Station #1, David Aird from Station #2, Ken McDonald from Station #3, and Steven Hatch from Station #4. The Recruit Member of the Year was Brian Pankow.
- Farmington Hills was named the winner of the Chamber of Commerce's Best Place to Work Award.
- The City received the Distinguished Budget Presentation Award from the Government Finance Officers' Association, one of only 30 Michigan governments to receive the award. This is the 23rd consecutive year the City has received the award.
- The City received a Certificate of Achievement of Excellence in Financial Reporting from the Government Finance Officers' Association of the United States and Canada for the City's Comprehensive Annual Financial Report for the fiscal year ended June 30, 2008. This is the tenth year in a row that the city has received the award.
- Farmington Hills was again ranked among the safest cities in the United States, according to crime data published by Morgan-Quitno Press, CQ Press, and Sage Publications. Of 385 cities ranked nationally, in all population categories, Farmington Hills ranked at 33<sup>rd</sup> safest. Of 18 Michigan cities ranked, Farmington Hills was rated the third safest, behind Troy and Canton Township.
- Due to our outstanding employee safety record in 2008, the City was awarded the Michigan Municipals League's Workers' Compensation Loss Control Achievement 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'm proud of the team effort that went into producing this extremely lean budget. Thanks also to those in the Finance Department, especially Carolyn Elliott, who have worked hard on putting together this budget.

Teri Arbenowske, Economic Development Director  
Thomas Biasell, Director of Public Services  
Karen Birkholz, Special Projects Coordinator  
David Boyer, Director of Special Services  
Dale Countegan, Director of Planning and Community Development  
Kathryn Dornan, City Clerk  
Nathan Geinzer, Management Assistant  
Mary Kohls, Human Resources Director  
Michael Lasley, Director of Central Services  
Corey Bartsch, Fire Chief  
Richard Niemisto, Police Chief  
Nancy Piwowar, Controller  
Robert Spaman, Finance Director  
Dana Whinnery, Assistant City Manager



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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.**

## **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

## **The Budget Process**

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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 Economic Development Plan**

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

## **The Master Storm Drainage Plan**

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

## **LEGAL REQUIREMENTS**

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

## **Budget Document**

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

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

## **The Budget Process**

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### **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 December 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 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 is adopted after the Public Hearing in June.

The final budget document evolving from the budget process consists of 14 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, Enterprise Fund, and Debt Service Funds, and the Budget Resolution.

The budget is constructed in compliance with the State Uniform Accounting Budgetary Act of 1968 (Public Act 22 of 1968), 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 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 revenues and available fund balance as estimated in the budget unless the appropriations are necessary to relieve an emergency endangering the public health, peace or safety.

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 2009/10 BUDGET CALENDAR

January 6, 2009	Distribution of budget instructions and forms
January 10, 2009	City Council Goal Setting
January 20-23, 2009	IT discussions with departments on technology plans
February 13, 2009	Departments submit budget requests to Finance Department.
February 17, 2009	Boards and Commissions submit budget requests to Finance Department.
March 5- March 13, 2009	Budget meetings with Departments on General Fund, Special Revenue Funds, Debt Service Funds and Enterprise Fund.
March 11, 2009	Budget meeting with 47th District Court staff and City of Farmington staff on FY 2009/10 budget requests.
April 14, 2009	Compile budget document.
April 21, 2009	Joint Study Session with City of Farmington Hills and Farmington Councils to review jointly funded agencies and commissions
April 23, 2009	Transmittal of FY 2009/10 budget document to City Council.
May 4-7, 2009	Budget review study sessions with City Council.
May 24 & May 28, 2009	Public Notice of Public Hearing on FY 2009/10 proposed budget and tax rate.
June 8, 2009	Public Hearing on proposed FY 2009/10 budget and proposed tax rate.
June 8, 2009	Adoption of FY 2009/10 budget and tax rate.

# FINANCIAL POLICIES

## GENERAL

All budgetary funds must be balanced. Total anticipated revenues 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 undesignated fund balance of 10-15% of the General Fund expenditures for the subsequent year to pay expenditures caused by unforeseen emergencies, cash shortfalls caused by revenue declines or delays and mitigate the need for short term borrowing.

General fund encumbrances outstanding at the fiscal year end will not be charged to the current year budget but reserved from undesignated 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**

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### **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 which have been identified by the criteria of GASB 34 as major funds. Two dedicated millages, the Public Safety Millage and the Recreation Special Millage are also Special Revenue Funds.

### **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 special assessment bonds payable.

### **Capital Improvement Fund**

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 financed by special assessments.

### **Special Assessments Funds**

Special Assessments Funds have been identified as major funds under GASB 34 criteria and are used to account for the construction and financing of public improvements provided in benefiting districts, which are to be paid, at least in part, from an assessment against the benefited property.

### **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 Ice Arena Fund and the Water & Sewer Fund. The Water & Sewer Fund is not included in this document.

## **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.

## **Financial Policies**

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### **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 47<sup>th</sup> 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. 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.**," **S**afety, **L**iquidity and **Y**ield.

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**

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The nine-page 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**

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- 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 February 28, 2000, 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.

All goods and services aggregating in excess of \$10,000 in a fiscal year are formally bid, which is in



## **Financial Policies**

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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.

## **Financial Policies**

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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

<b><u>Fund Balance</u></b> 10-15% unreserved general fund balance.	<b><u>Fund Balance</u></b> 18% unreserved fund balance (2008 audit).
<b><u>Accounting, Auditing, Financial Reporting Policy</u></b> Produce Comprehensive Annual Financial Report in accordance with GAAP.	<b><u>Accounting, Auditing, Financial Reporting Policy</u></b> Certificate of Achievement for Excellence in Financial Reporting received June 2008.
<b><u>Revenue Policy</u></b> Maintain a diversified and stable taxable revenue base.	<b><u>Revenue Policy</u></b> Tax base comprised of: Residential                      64% Non residential                      36%
Maintain sound appraisal procedures and practices to reflect accurate property rates.	Equalization factor of 1.
<b><u>Investment Policy</u></b> Analyze market conditions to maximize yields while maintaining the integrity and safety of principal.	<b><u>Investment Policy</u></b> Because of the weak local economy interest rates have decreased.
<b><u>Debt Policy</u></b> Maturity of bond issues will not exceed useful life of capital improvements they finance.	<b><u>Debt Policy</u></b> No bond issue has maturity schedule beyond 25 years.
Maintain a sound relationship with major bond rating agencies and an investment grade bond rating.	Moody's rating: Aa2 Standard & Poors rating: AA

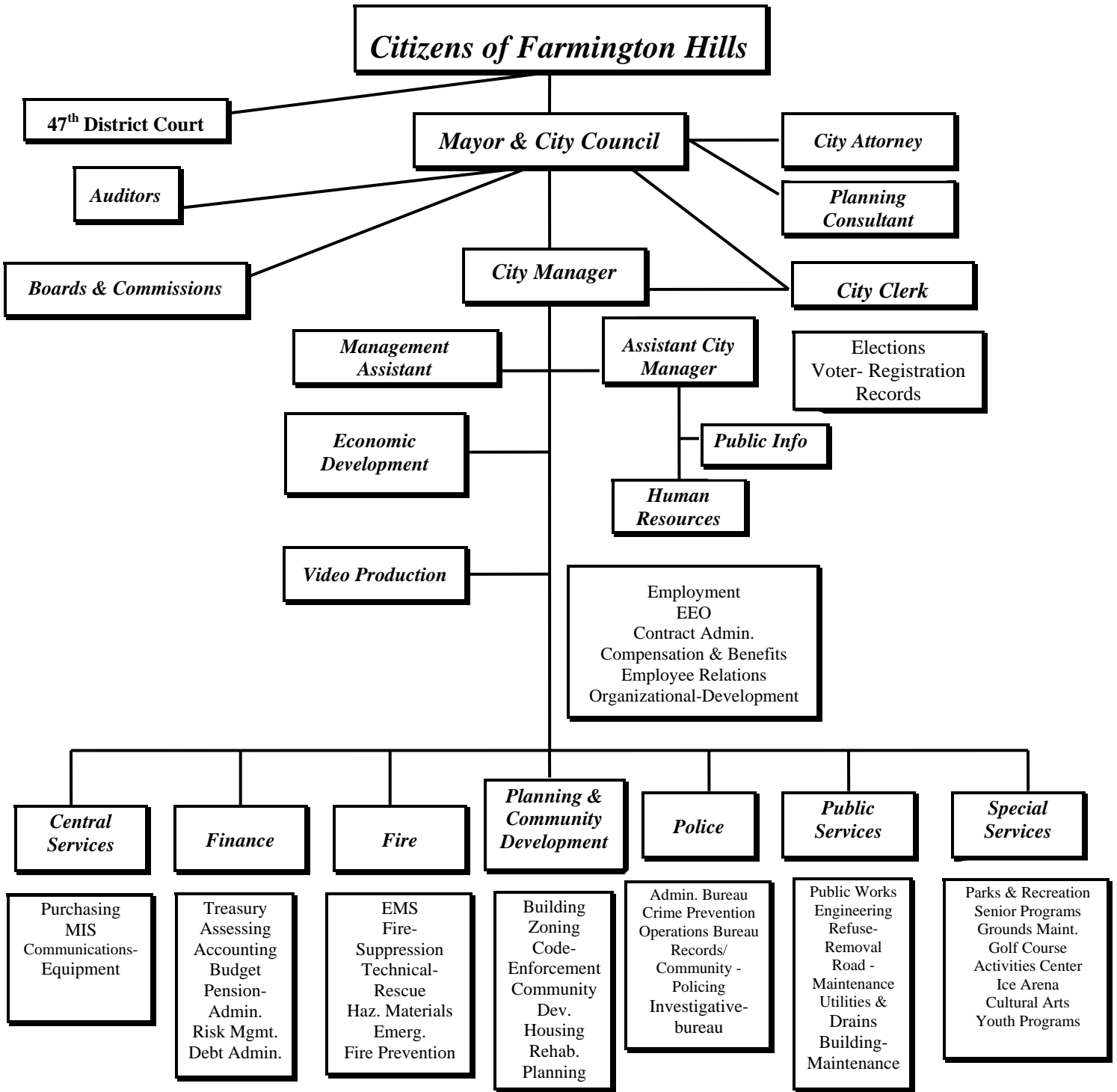
**FINANCIAL POLICY BENCHMARKS (Continued)**

**Financial Policy Benchmarks**

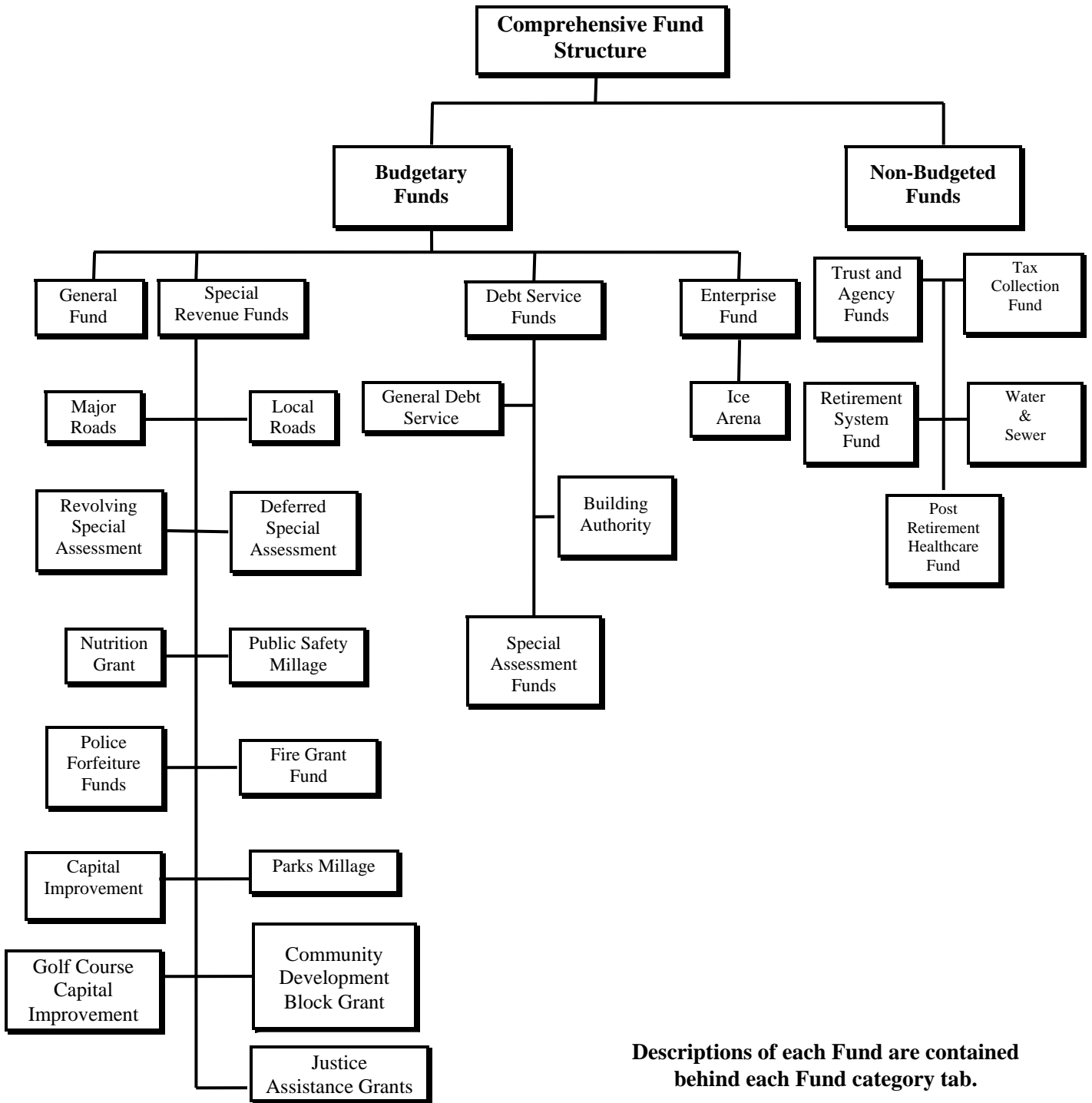
**Status**

<p><b><u>Capital Improvement Policy</u></b> Maintain long range pre-planning of capital improvements and infrastructure.</p>	<p><b><u>Capital Improvement Policy</u></b> 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 09/10: Drainage: \$ 592,500 Equipment: \$ 2,486,390 Sidewalks: \$ 575,000 Public Facilities \$ 6,850,000</p>
<p><b><u>Financial Policy</u></b> Place emphasis on areas of long-term importance such as, employee relations, automation, and technology improvements.</p>	<p><b><u>Financial Policy</u></b> Funding for Citywide 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 “Distinguished” Budget Presentation award for the past 23 years.</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 revenues are equal to or greater than estimated expenditures.</p>
<p>Maintain adequate level of funding for employee retirement systems.</p>	<p>Pension benefit: Post retirement 91% funded Healthcare 71% funded</p>
<p>Enhance the property tax base.</p>	<p>Community investment: BP Gas Station and car wash \$ 1,000,000 CVS \$ 1,750,000 Bosch – phase I and II \$ 2,396,000 Plasmapheresis Center \$ 1,609,000 Commercial additions and alterations \$ 27,956,000</p>

# CITY OF FARMINGTON HILLS



# CITY OF FARMINGTON HILLS FINANCIAL ORGANIZATION STRUCTURE



## FULL-TIME EMPLOYEE STATISTICS

	FY	FY	FY	FY 2009 - 2010		
	06-07	07-08	08-09	Part Time		
	Full Time	Full Time	Full Time	Full Time	FTE*	Total
City Administration	6	6	6	5	1.10	6.10
Public Information	4	4	4	4	0.00	4.00
Finance Department	14	14	13	13	0.83	13.83
Assessing	9	8	8	8	0.55	8.55
City Clerk	7	7	7	7	0.58	7.58
Human Resources	4	4	4	4	0.00	4.00
Central Services	9	9	9	9	0.50	9.50
Police Department	171	172	169	160	8.54	168.54
Fire Department	49	49	49	48	36.95	84.95
Planning & Community Development	25	25	24	24	0.20	24.20
Public Services - Administration	5	5	5	4	1.00	5.00
Road Maintenance	23	23	23	22	1.83	23.83
Building Maintenance	3	3	4	4	0.00	4.00
Engineering	20	19	18	17	0.50	17.50
D.P.W. Garage	11	11	11	10	0.50	10.50
Waste Collection/Recycling	0	0	0	0	1.00	1.00
Special Services Administration	14	14	14	14	6.32	20.32
Youth and Families Division	1	1	1	1	7.90	8.90
Senior Adults	5	5	5	5	21.44	26.44
Parks Division	13	14	14	12	11.62	23.62
Cultural Arts	1	2	2	2	1.32	3.32
Golf Course Division	4	3	3	2	10.80	12.80
Ice Arena	4	4	4	4	13.34	17.34
<b>TOTAL</b>	<b>402</b>	<b>402</b>	<b>397</b>	<b>379.00</b>	<b>126.82</b>	<b>505.82</b>

### FULL TIME EMPLOYEE STATISTICS SUMMARY

	06-07	07-08	08-09	09-10
FULL TIME	402.00	402.00	397.00	379.00
FTE	126.09	131.58	129.67	126.82
<b>TOTAL FULL TIME AND FTE</b>	<b>528.09</b>	<b>533.58</b>	<b>526.67</b>	<b>505.82</b>

The number of full-time employees will decrease by eighteen in 09/10 through a combination of retirements, not filling currently vacant positions and layoffs. An administrative assistant and mechanic will retire this year and those positions will not be filled. The following positions are currently vacant: deputy fire chief, civil engineer, clerk dispatcher, clerk typist, crime prevention technician, police officer, 2 laborers and 2 cadets. An environmental coordinator, 2 small engine mechanics and 3 police officers are not budgeted for and could be laid off. The number of FTE's will decrease by 2.85 in 09/10 due to many small staffing changes in the divisions.

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

## BUDGET OVERVIEW

The City's General Fund accounts for approximately 53.8% or \$ 52,961,529 of the total budget. 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 revenues 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:

Categories	Amount	Percentage
General Fund	52,961,529	53.8
Special Revenue	36,698,370	37.3
Debt Service	7,232,034	7.3
Enterprise	1,571,535	1.6
<b>Total</b>	<b>98,463,468</b>	<b>100.00</b>

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 for FY 2009/10 and the last three fiscal years and the taxable value for FY 2009/10 are outlined below:

Taxable Value \$ 4,165,008,570

	Actual Tax Rate FY 2006/07	Actual Tax Rate FY 2007/08	Actual Tax Rate FY 2008/09	Adopted Tax Rate FY 2009/10
<u>Charter Authorized Limit Allocation:</u>				
Operating	6.9408	6.9423	7.0368	7.0408
Capital and Drains	.4800	.4800	.4800	.4800
Debt within Charter Limit	.6362	.6347	.5402	.5362
Millage Subject to Adjusted Charter Maximum of 8.9522	8.0570	8.0570	8.0570	8.0570
<u>Voted Millage:</u>				
Parks Capital Development	.4882	.4882	.4882	.4882
Public Safety	1.4764	1.4764	1.4764	1.4764
Total Voted Millage	1.9646	1.9646	1.9646	1.9646
<b>TOTAL TAX RATE</b>	<b>10.0216</b>	<b>10.0216</b>	<b>10.0216</b>	<b>10.0216</b>



## 2009 TAXABLE VALUE ANALYSIS BY CLASS

CLASS	2008 Taxable	Net New	Adjustment	2009 Taxable	% of Taxable Adjustment	% of Taxable Roll
COMMERCIAL	921,565,770	(1,510,032)	2,507,862	922,563,600	0.27%	22.15%
INDUSTRIAL	280,643,650	6,806,116	429,624	287,879,390	0.15%	6.91%
RESIDENTIAL	2,924,723,280	3,821,700	(250,177,470)	2,678,367,510	-8.55%	64.31%
REAL PROPERTY	4,126,932,700	9,117,784	(247,239,984)	3,888,810,500	-5.99%	93.37%
PERSONAL	284,610,560	7,612,750	(16,025,240)	276,198,070	-5.63%	6.63%
GRAND TOTAL	4,411,543,260	16,730,534	(263,265,224)	4,165,008,570	-5.97%	100.00%

## ANALYSIS OF TAX SAVINGS FROM TAXABLE VALUE VERSUS S.E.V.\*

	2009 S.E.V.	2009 TAXABLE	S.E.V. TO TAXABLE REDUCTION
COMMERCIAL	989,284,740	922,563,600	66,721,140
INDUSTRIAL	296,066,800	287,879,390	8,187,410
RESIDENTIAL	2,736,193,930	2,678,367,510	57,826,420
REAL PROPERTY	4,021,545,470	3,888,810,500	132,734,970
PERSONAL	276,202,580	276,198,070	4,510
GRAND TOTAL	4,297,748,050	4,165,008,570	132,739,480

Property taxpayer savings are:

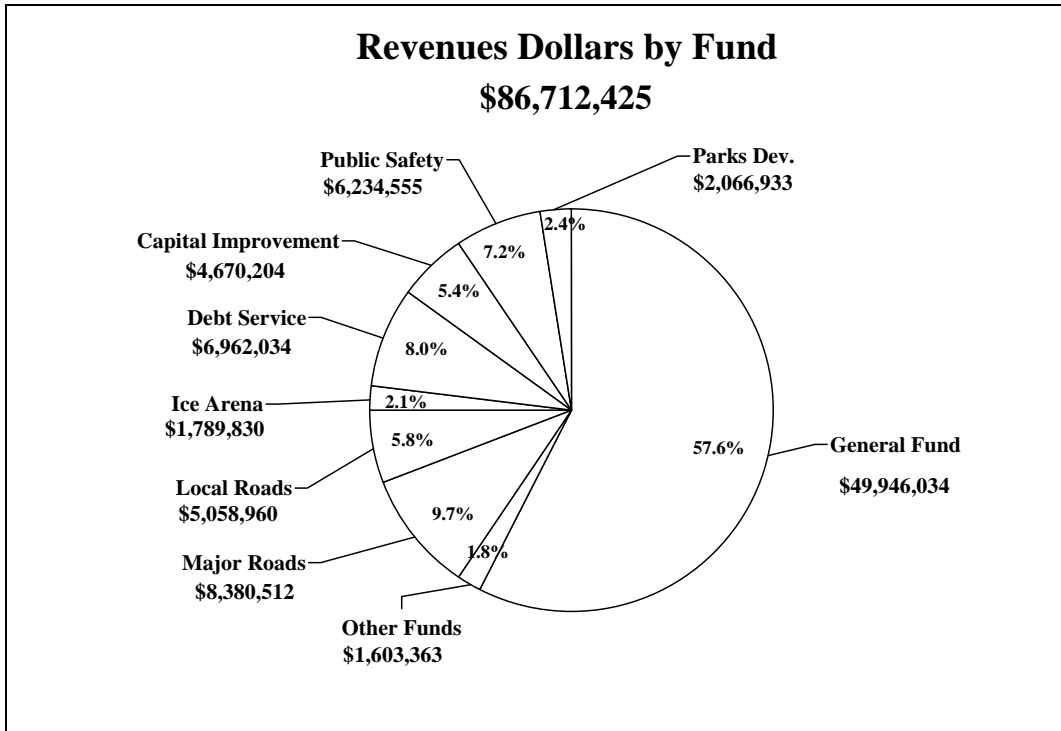
City Taxes at	10.0216 mills	\$1,330,262
Total Taxes at	37.5882 mills **	\$4,989,438

\*\*2008 Farmington Schools Homestead tax rate

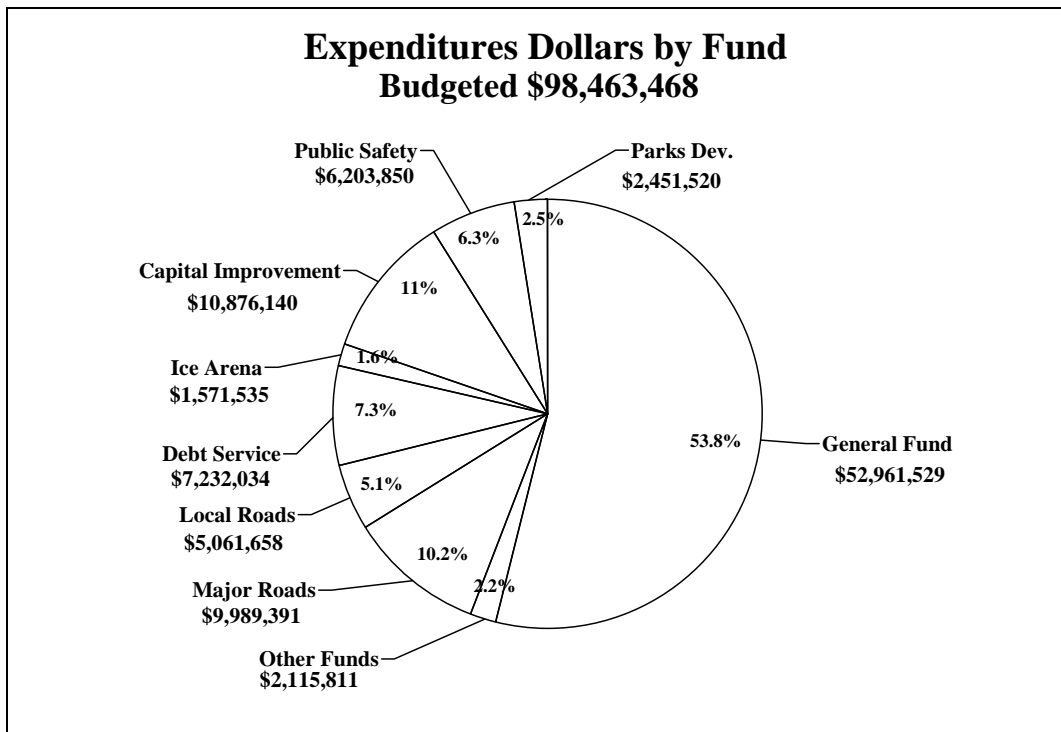
\*S.E.V. - State Equalized Value ( 50% of Fair Market Value)

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

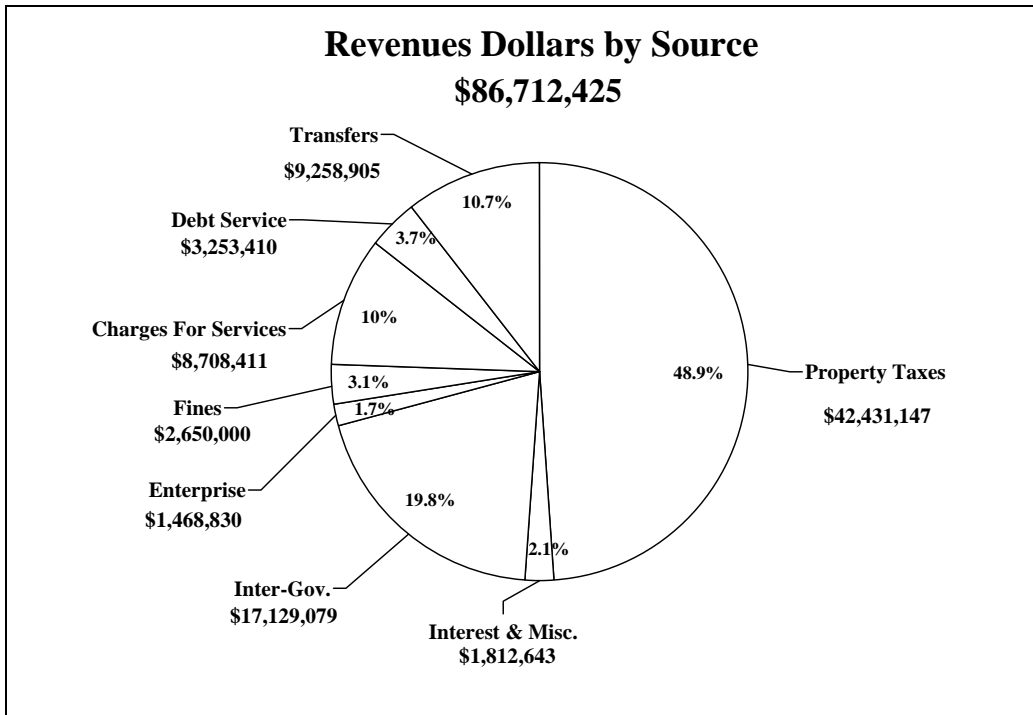
**SUMMARY OF BUDGETARY FUNDS BY FUND  
FY 2009/10**



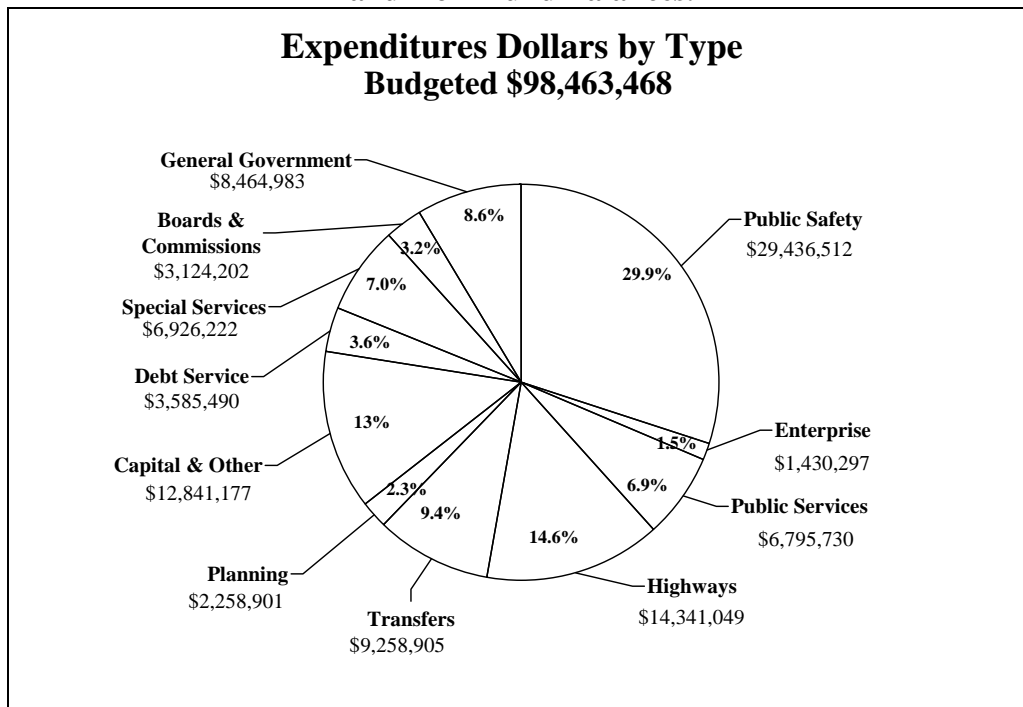
**Variiances between revenues and expenditures are appropriations to  
and from Fund Balance.**



**SUMMARY OF BUDGETARY FUNDS  
REVENUES AND EXPENDITURES  
FY 2009/10**



**Variiances between revenues and expenditures are appropriations to  
and from Fund Balances.**



**CONSOLIDATED BUDGET SUMMARY**  
**FISCAL YEAR ENDING 6/30/10**

	General Fund	Special Revenue Funds	Debt Service Funds	Enterprise Fund	Total Funds
<b>FUND BALANCE AT JULY 1, 2009</b>	<b>17,019,517</b>	<b>20,437,699</b>	<b>3,984,273</b>	<b>458,599</b>	<b>41,900,088</b>
<b>REVENUES</b>					
Property Taxes	30,001,992	10,195,692	2,233,463	0	42,431,147
Intergovernmental	6,720,111	10,287,732	121,236	0	17,129,079
Charges for Service	8,708,411	0	0	0	8,708,411
Debt Service Revenue	0	0	3,253,410	0	3,253,410
Interest Income	600,000	289,200	232,000	1,000	1,122,200
Fines and Forfeitures	2,650,000	0	0	0	2,650,000
Enterprise Revenues	0	0	0	1,468,830	1,468,830
Miscellaneous	145,000	545,443	0	0	690,443
<b>Total Revenues</b>	<b>48,825,514</b>	<b>21,318,067</b>	<b>5,840,109</b>	<b>1,469,830</b>	<b>77,453,520</b>
<b>EXPENDITURES</b>					
Boards and Commissions	3,124,202	0	0	0	3,124,202
General Government	8,464,983	0	0	0	8,464,983
Public Safety	22,721,491	6,715,021	0	0	29,436,512
Planning, Commun. & Econ. Dev.	2,258,901	0	0	0	2,258,901
Public Services	6,795,730	0	0	0	6,795,730
Special Services	6,926,222	0	0	0	6,926,222
Highways and Streets	0	14,341,049	0	0	14,341,049
Land Acquisition, Capital Improvements and Other	0	12,639,177	202,000	0	12,841,177
Debt Service Principal	0	0	2,510,789	0	2,510,789
Debt Service Interest	0	0	933,463	141,238	1,074,701
Enterprise Expenses - Ice Arena	0	0	0	1,430,297	1,430,297
<b>Total Expenditures</b>	<b>50,291,529</b>	<b>33,695,247</b>	<b>3,646,252</b>	<b>1,571,535</b>	<b>89,204,563</b>
Revenues over/(under) Expenditures	(1,466,015)	(12,377,180)	2,193,857	(101,705)	(11,751,043)
<b>OTHER FINANCING SOURCES AND USES</b>					
Transfers In	1,120,520	6,696,460	1,121,925	320,000	9,258,905
Transfers Out	(2,670,000)	(3,003,123)	(3,585,782)	0	(9,258,905)
<b>Total</b>	<b>(1,549,480)</b>	<b>3,693,337</b>	<b>(2,463,857)</b>	<b>320,000</b>	<b>0</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(3,015,495)	(8,683,843)	(270,000)	218,295	(11,751,043)
<b>FUND BALANCE AT JUNE 30, 2010</b>	<b>14,004,022</b>	<b>11,753,856</b>	<b>3,714,273</b>	<b>676,894</b>	<b>30,149,045</b>

<b>Schedule of Interfund Transfers</b> <b>FY 2009/10</b>
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Interfund Transfers are budgeted as follows:

<u>Fund Transferred From</u>	<u>Fund Transferred To</u>		
General Fund	Capital Improvement Fund	2,500,000	(3)
	Enterprise Fund	<u>170,000</u>	(1)
	Total General Fund	2,670,000	
Major Road Fund	Local Road Fund	<u>710,000</u>	(4)
	Total Major Road Fund	710,000	
Revolving Special Assessment Fund	Local Road Fund	<u>586,603</u>	(3)
	Total SAD Revolving Fund	586,603	
Community Development Block Grant	Capital Improvement Fund	<u>66,000</u>	(3)
	Total Community Development Block Grant	66,000	
Capital Improvement Fund	Major Roads	<u>370,000</u>	(3)
	Total Capital Improvement Fund	370,000	
Park Millage Fund	General Fund	1,120,520	(1)
	Ice Arena	<u>150,000</u>	(1)
	Total Park Millage Fund	1,270,520	
General Debt Service Fund	Building Authority Fund	<u>1,121,925</u>	(2)
	Total General Debt Service Fund	1,121,925	
Special Assessment Debt Service Fund	Local Roads	<u>2,463,857</u>	(3)
	Total Special Assessment Debt Funds	<u>2,463,857</u>	
	Total Interfund Transfers	<u><u>9,258,905</u></u>	

- (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

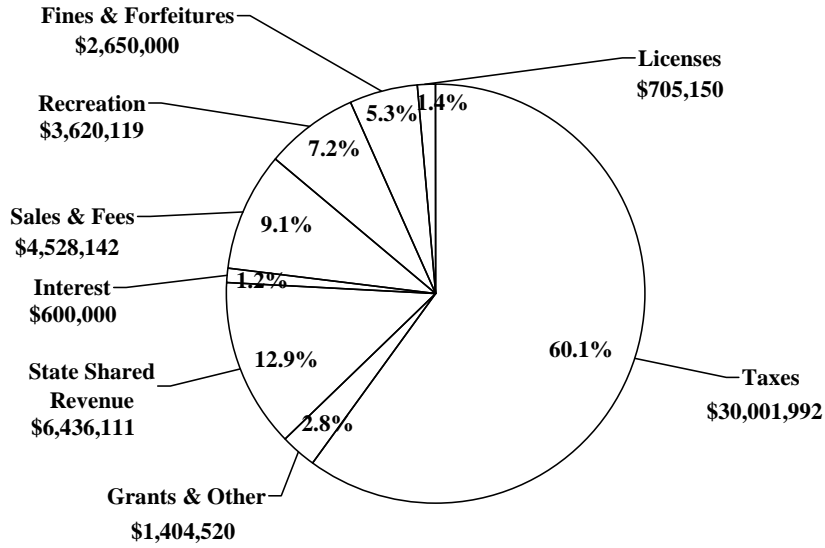
## GENERAL FUND

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.

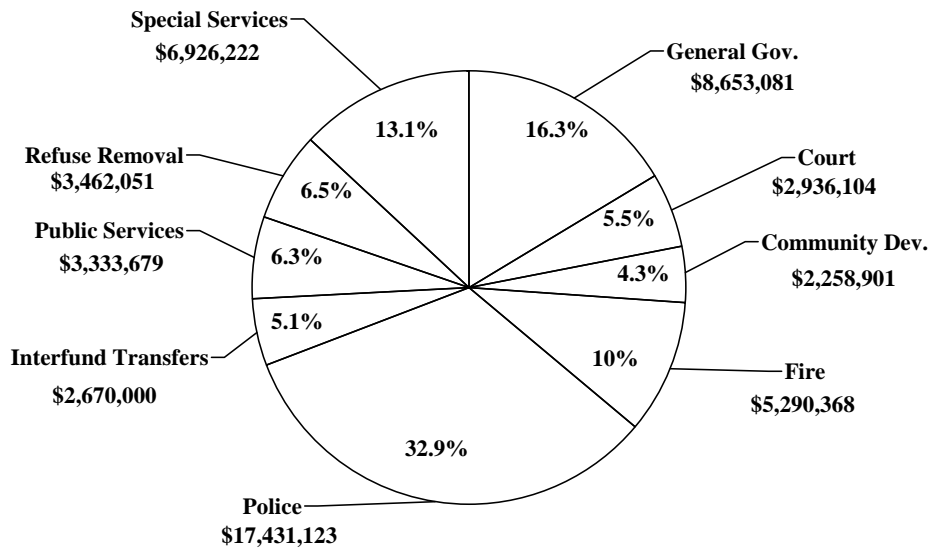


**GENERAL FUND FY 2009/10**

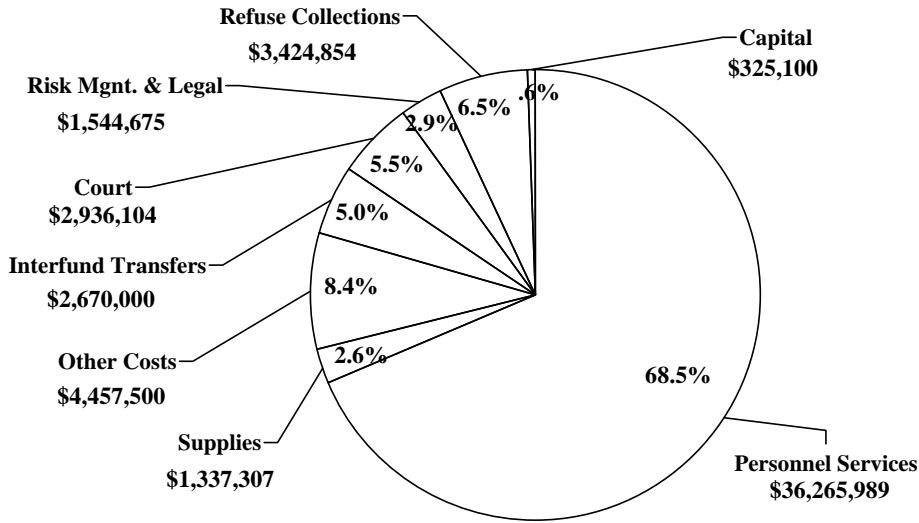
**Total General Fund Revenues and Transfers In  
Budgeted \$49,946,034**



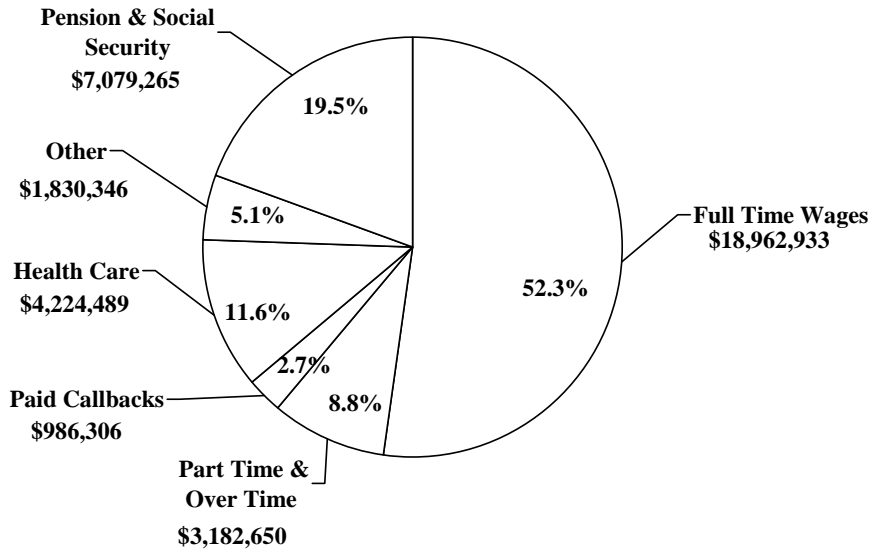
**Total General Fund Expenditures and Transfers Out  
Budgeted \$52,961,529**



**General Fund Expenditures by Classification  
Budgeted \$52,961,529**



**General Fund Personnel Services  
Budgeted \$36,265,989**





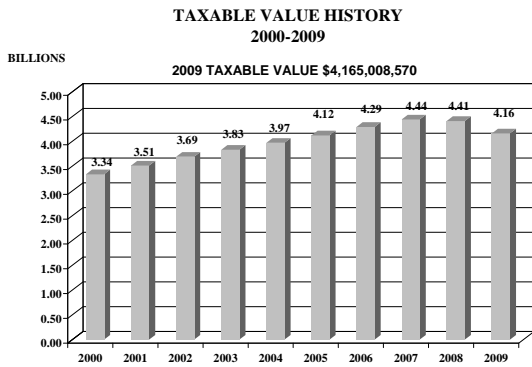
## GENERAL FUND EXPENDITURE SUMMARY FY 2009/10

DIV. NO.	Category and Line Item	2006/07 Actual Expenditures	2007/08 Actual Expenditures	2008/09 Adopted Budget	2008/09 Estimated Expenditures	2009/10 Proposed Budget	2009/10 Adopted Budget
115	Boards & Commissions	2,760,841	3,203,119	3,273,286	3,263,468	3,123,202	3,124,202
<u>GENERAL GOVERNMENT:</u>							
101	City Council	119,531	121,847	123,349	125,971	115,701	115,701
172	City Administration	725,142	775,768	807,100	810,571	820,592	837,435
175	Public Information	322,136	343,454	367,754	359,975	394,177	394,177
202	Finance	1,948,684	2,118,489	2,225,470	2,193,060	2,134,511	2,134,511
210	Corporation Counsel	499,302	599,450	565,330	535,330	535,330	535,330
215	City Clerk	685,275	700,330	841,793	824,323	731,993	731,993
226	Human Resources	407,321	416,735	425,304	413,083	441,104	424,261
250	Central Services	1,019,587	1,117,240	1,192,343	1,150,950	1,230,793	1,230,793
290	Support Services	3,449,955	1,521,675	1,928,203	1,837,382	2,060,782	2,060,782
<b>TOTAL GENERAL GOVERNMENT</b>		<b>9,176,933</b>	<b>7,714,988</b>	<b>8,476,646</b>	<b>8,250,645</b>	<b>8,464,983</b>	<b>8,464,983</b>
<u>PUBLIC SAFETY:</u>							
300	Police	16,244,653	16,907,777	17,991,248	17,711,821	17,429,882	17,431,123
337	Fire	5,397,215	5,573,072	5,633,424	5,528,019	5,290,368	5,290,368
<b>TOTAL PUBLIC SAFETY</b>		<b>21,641,868</b>	<b>22,480,849</b>	<b>23,624,672</b>	<b>23,239,840</b>	<b>22,720,250</b>	<b>22,721,491</b>
443	Planning, & Community Development	2,131,882	2,184,295	2,400,300	2,237,391	2,258,901	2,258,901
<u>PUBLIC SERVICES:</u>							
440	DPS Administration	464,774	491,147	516,190	506,378	484,478	527,598
442	Road Maint & Supervision	2,152,848	2,252,153	2,502,038	2,322,697	2,333,657	2,333,657
444	Building Maintenance	359,973	396,970	437,782	502,210	498,029	498,029
449	Engineering	1,763,220	1,837,160	1,897,307	1,787,041	1,762,890	1,762,890
450	DPW Maintenance Facility	1,186,242	1,206,571	1,269,737	1,239,358	1,196,655	1,196,655
451	Road Reimbursement	(2,594,927)	(2,870,536)	(2,848,200)	(2,898,200)	(2,985,150)	(2,985,150)
523	Waste Removal	3,343,097	3,457,556	3,411,708	3,404,713	3,462,051	3,462,051
<b>TOTAL PUBLIC SERVICES</b>		<b>6,675,227</b>	<b>6,771,021</b>	<b>7,186,562</b>	<b>6,864,197</b>	<b>6,752,610</b>	<b>6,795,730</b>
<u>SPECIAL SERVICES:</u>							
752	Administration	2,085,111	2,189,440	2,186,038	2,392,276	2,159,607	2,159,607
760	Youth Services	365,726	357,541	412,454	366,654	378,510	378,510
765	Senior Services	817,102	880,961	812,099	975,068	895,004	895,004
770	Parks Maintenance	1,638,974	1,875,616	1,854,992	1,844,907	1,730,378	1,800,378
775	Cultural Arts	347,984	369,704	388,944	378,253	369,282	369,282
780	Golf Course	1,047,557	758,731	781,819	728,313	745,856	745,856
785	Recreation Programs	539,098	564,260	572,022	565,092	577,585	577,585
<b>TOTAL SPECIAL SERVICES</b>		<b>6,841,552</b>	<b>6,996,253</b>	<b>7,008,368</b>	<b>7,250,563</b>	<b>6,856,222</b>	<b>6,926,222</b>
<b>TOTAL EXPENDITURES</b>		<b>49,228,303</b>	<b>49,350,525</b>	<b>51,969,834</b>	<b>51,106,104</b>	<b>50,176,168</b>	<b>50,291,529</b>
<b>OTHER FINANCING USES</b>							
299	Interfund Transfers	270,000	3,125,000	2,650,000	2,725,000	2,670,000	2,670,000
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>		<b>49,498,303</b>	<b>52,475,525</b>	<b>54,619,834</b>	<b>53,831,104</b>	<b>52,846,168</b>	<b>52,961,529</b>

# GENERAL FUND REVENUES

## City Property Taxes

The Major Source of Local Revenue for the General, Public Safety, Capital Improvement and Park Development 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 Taxable Value multiplied by the Tax Rate allocated to the General Fund will calculate the total property tax for the General Fund.

Property Taxes represent 60% of the General Fund, down from 61% just one year ago. The proposed General Operating Millage (\$1 per \$1,000 of Taxable Value) is 7.0408. The Taxable Value for FY 2009/10 was established on 12/31/08 and therefore is the **Actual Value for FY 2009/10**. Taxable Value for FY 2009/10 is \$4,165,008,570.

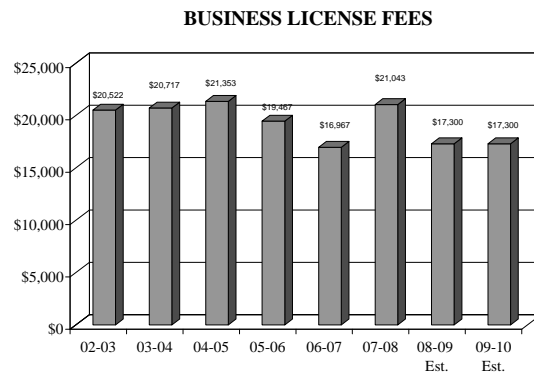
This category also consists of \$823,625 in delinquent tax collections, penalties, interest on delinquent taxes and IFT Payments. Total general fund property tax related revenues are projected at \$30,001,992 for FY 2009/10.

Real Property Taxes that are delinquent at March 1, 2009 will be sold to the County Treasurer. Therefore, real property taxes will be 100% collectable for cash flow purposes.

## Business Licenses and Permits

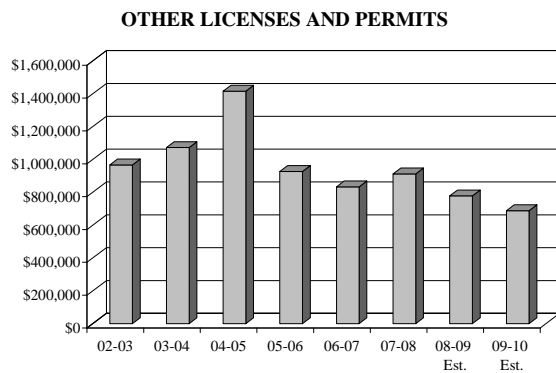
Business licenses and permits are revenues derived from licenses issued to various classes of businesses conducting operations within the City boundaries.

This category of revenue is projected at \$17,300.



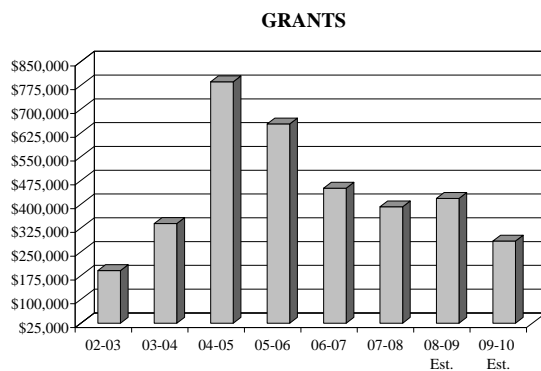
## Other Licenses and Permits

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 \$687,850 of the General Fund Budget. These revenue estimates are a consensus of the Finance Director, Director of Planning & Community Development, and City Manager, based on Planning Commission activity, past revenues and expected development in the community.



## Grants

Grant revenue is based on Suburban Mobility Authority for Regional Transportation Grants and a Police Training Grant from State Court fees. Revenues are estimated at \$284,000 for the FY 2009/10 General Fund Budget.



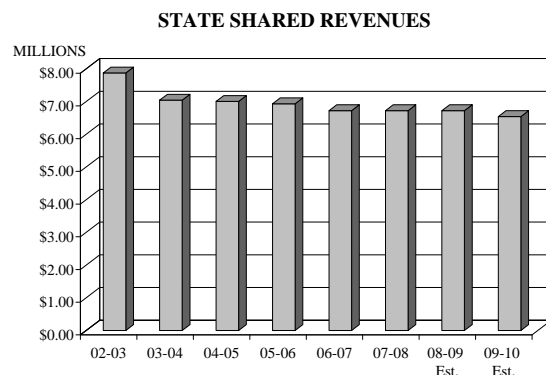
## State Shared Revenues

A major source of revenues for the City are State levied and collected taxes on sales, which are shared with local units of government. Distributions are based on formulas factoring in population using estimates from the 2000 Census and relative tax effort at the time of distribution.

At the end of the fall 1998 legislative session in December 1998, the legislature passed a new “statutory” sales tax distribution formula, which eliminated the previous “inventory reimbursement” to local government units. The new formula took effect with the State fiscal year beginning October 1, 1998.

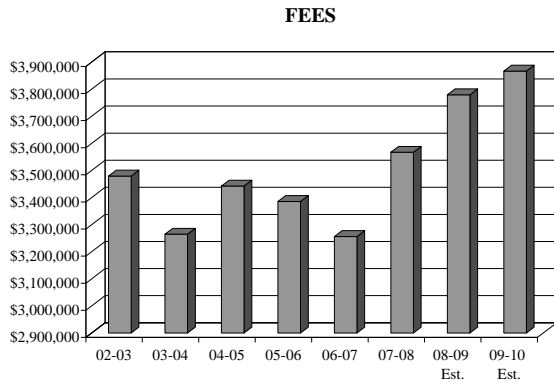
The new equal three-part formula eliminates the relative tax effort component and is based on the following components: taxable value per capita, unit type, population and yield equalization.

The FY 2009/10 revenues are based on the State Department of Management and Budget’s estimates, which due to economic difficulties were projected at 97% for FY 2008/09 appropriations. This amount is projected to be \$6,436,111 or 13% of the General Fund Budget, down from 25% just six years ago.



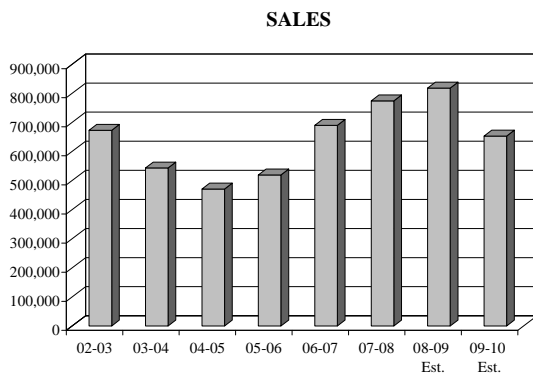
**Fees**

Sources for these revenues are fees charged for various services provided by the City. The single largest revenue item in this group is \$1,273,890 for curbside recycling. Other revenues are estimated on anticipated development and construction and past revenue trends. This category accounts for \$3,875,010 of the General Fund Revenues.



**Sales**

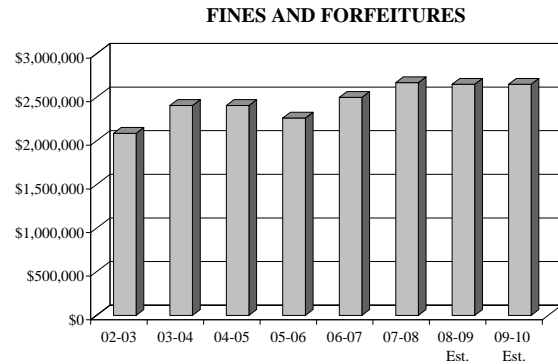
This category of revenue is generated by the sale of various products, fixed asset sales, vital statistics (birth and death records) and radio tower rentals for cellular antennas. At \$653,132 this comprises 1.3% of the General Fund Revenues.



**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.

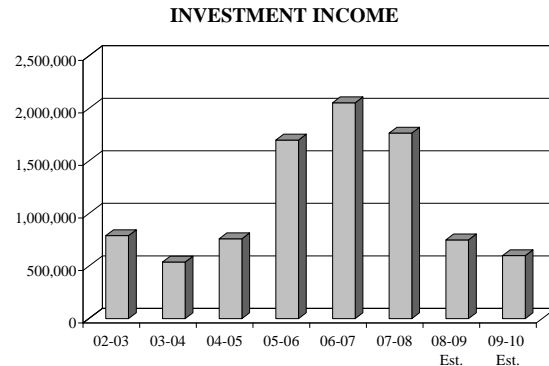
These revenues are projected at \$2,650,000 for FY 2009/10 and comprise 5.3% of the General Fund Budget. Actual collections through three quarters of FY 2008/09 provides the basis for this projection.



**Investment Income**

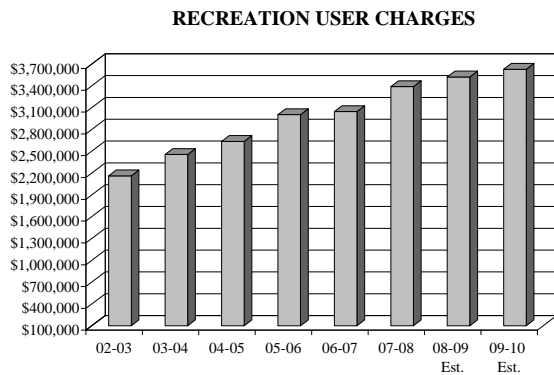
Investment Income is revenue derived from investing funds, which are not needed for disbursement for goods and/or services until a later date. This income is based on a return of 2.00% on available funds.

This investment or cash management program is anticipated to add \$600,000 to the City's revenue.



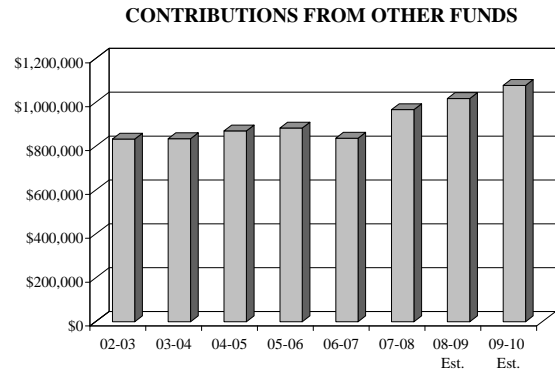
**Recreation User Charges**

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, and various school and recreational activity facilities throughout the community, including the City of Farmington. This group of revenue accounts for \$3,620,119 of the FY 2009/10 General Fund Budget.



**Contributions from Other Funds**

FY 2009/10 contributions will be \$1,120,520. 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.



**Appropriation to/from Designated Fund Balance**

\$2,500,000 has been appropriated from Designated Fund Balance. This is for the revitalization of City Hall.

# GENERAL FUND ESTIMATED REVENUE ANALYSIS

ACCT. NO.	DESCRIPTION	2005/06 Actual	2006/07 Actual	2007/08 Actual	2008/09 Budget	2008/09 Estimated	2009/10 Budget
<b><u>PROPERTY TAXES</u></b>							
403	005	28,448,518	29,598,227	30,658,031	30,891,354	30,894,639	29,178,367
	010	200,000	200,000	84,732	0	0	0
	020	23,161	22,307	39,514	25,000	35,000	35,000
	025	469,097	537,036	660,772	645,000	690,000	690,000
	027	38,330	38,125	24,860	38,000	22,000	25,000
	030	12,408	12,952	12,181	12,750	12,750	12,750
	031	54,833	59,014	56,668	57,000	58,025	58,025
	035	2,700	3,007	2,842	2,550	2,850	2,850
		29,249,047	30,470,668	31,539,600	31,671,654	31,715,264	30,001,992
<b><u>BUSINESS LICENSES &amp; PERMITS</u></b>							
451	005	0	0	0	0	0	0
	010	0	0	192	0	0	0
	025	2,367	2,077	2,386	2,000	2,000	2,000
	030	3,135	2,770	3,300	3,100	3,100	3,100
	050	165	165	220	200	200	200
	055	13,800	11,955	14,945	12,000	12,000	12,000
		19,467	16,967	21,043	17,300	17,300	17,300
<b><u>OTHER LICENSES &amp; PERMITS</u></b>							
476	006	549	2,593	1,238	500	500	500
	009	2,930	2,145	1,860	2,400	1,500	1,500
	010	547,211	491,905	608,940	475,000	475,000	425,000
	015	111,787	123,405	111,432	110,000	105,000	90,000
	020	130,618	117,256	104,059	110,000	115,000	90,000
	025	90,534	70,157	62,727	65,000	60,000	60,000
	035	600	850	750	1,100	1,100	1,100
	045	9,200	4,300	6,000	6,000	6,000	6,000
	050	2,308	2,488	2,153	2,100	2,100	2,100
	060	8,590	3,520	1,470	5,000	5,000	5,000
	065	14,400	10,800	7,560	7,600	3,600	3,600
	066	2,000	1,500	1,050	1,500	750	750
	070	5,500	2,150	2,740	2,500	2,300	2,300
		926,227	833,069	911,979	788,700	777,850	687,850
<b><u>GRANTS</u></b>							
505	003	0	4,500	0	0	0	0
	004	4,411	0	0	0	0	0
	005	344,069	44,328	0	0	0	0
	029	231,364	244,524	220,507	250,000	325,884	250,000
	032	25,888	26,052	27,512	25,000	25,000	25,000
	033	5,824	0	8,029	9,000	8,204	9,000
	045	0	100,949	89,254	0	33,076	0
	046	0	0	6,710	0	0	0
	047	0	0	6,000	0	0	0
	050	41,647	30,374	34,060	0	26,300	0
		653,203	450,727	392,072	284,000	418,464	284,000

## Estimated Revenue Analysis

ACCT. NO.	DESCRIPTION	2005/06 Actual	2006/07 Actual	2007/08 Actual	2008/09 Budget	2008/09 Estimated	2009/10 Budget
<b><u>STATE SHARED REVENUES</u></b>							
574	005	6,897,159	6,683,814	6,683,814	6,300,000	6,683,814	6,400,000
	010	35,327	35,818	35,851	35,500	36,111	36,111
		6,932,486	6,719,632	6,719,665	6,335,500	6,719,925	6,436,111
<b><u>FEES</u></b>							
607	030	34,299	37,375	40,584	37,000	37,000	39,000
	035	10,671	13,676	28,626	29,500	21,500	21,500
	036	81,532	64,840	49,921	75,000	44,000	44,000
	037	7,750	10,300	10,300	8,000	10,300	10,300
	038	17,717	(4,708)	1,445	1,500	2,100	1,500
	039	42,391	59,337	46,056	50,000	50,000	50,000
	040	8,433	17,436	16,430	18,000	18,000	18,000
	041	850,413	862,363	1,066,743	1,025,000	1,065,000	1,100,000
	045	36,230	32,094	24,674	30,000	10,000	10,000
	055	21,659	13,601	9,004	13,000	7,500	7,500
	065	3,513	2,550	1,820	2,800	1,500	1,500
	070	96,043	46,395	83,518	70,000	13,500	13,500
	076	455,568	318,003	80,903	480,000	215,600	370,000
	077	1,849	0	69,209	10,000	10,000	10,000
	078	1,214	9,311	7,254	0	0	0
	082	9,582	979	183,121	311,000	422,000	286,000
	083	520,079	555,513	599,707	525,000	610,000	610,000
	084	0	0	0	0	0	8,320
	085	1,186,583	1,217,013	1,247,864	1,241,475	1,241,475	1,273,890
		3,385,526	3,256,078	3,567,179	3,927,275	3,779,475	3,875,010
<b><u>SALES</u></b>							
642	005	998	800	798	1,000	1,000	1,000
	008	454	0	0	0	0	0
	009	43,551	45,732	47,561	48,000	49,500	50,950
	010	7,321	11,673	88,329	20,000	20,000	20,000
	013	1,300	57,007	0	1,500	115,000	50,000
	014	0	20	10,500	0	0	0
	015	71,159	115,157	129,228	90,000	120,000	120,000
	016	0	48,012	102,970	50,000	97,220	50,000
	017	11,645	2,699	3,670	3,000	4,500	4,500
	019	15,345	90,120	137,722	170,000	180,000	180,000
	020	93,070	89,422	94,020	94,000	84,000	80,000
	021	7,622	15,150	7,990	7,000	4,500	4,500
	025	176,542	149,501	86,215	125,000	75,000	25,000
	051	1,465	1,935	2,960	750	4,000	4,000
	052	0	0	240	50	50	100
	055	5,994	2,500	315	0	0	0
	056	82,347	60,074	61,593	61,593	63,082	63,082
	057	500	0	0	0	0	0
		519,313	689,802	774,111	671,893	817,852	653,132

## Estimated Revenue Analysis

ACCT. NO.	DESCRIPTION	2005/06 Actual	2006/07 Actual	2007/08 Actual	2008/09 Budget	2008/09 Estimated	2009/10 Budget
<b><u>FINES &amp; FORFEITURES</u></b>							
655	001	160,835	168,273	187,287	170,000	195,000	195,000
	002	664,384	668,605	709,130	630,000	630,000	630,000
	003	229,780	205,125	245,987	230,000	230,000	230,000
	004	42,659	39,690	46,084	45,000	45,000	45,000
	005	878,397	1,014,165	1,024,773	1,175,000	1,175,000	1,175,000
	007	38,190	86,731	107,069	85,000	125,000	125,000
	015	233,541	280,269	302,100	225,000	210,000	210,000
	025	14,695	35,745	45,159	40,000	40,000	40,000
		<u>2,262,481</u>	<u>2,498,603</u>	<u>2,667,589</u>	<u>2,600,000</u>	<u>2,650,000</u>	<u>2,650,000</u>
<b><u>INTEREST EARNINGS</u></b>							
664	005	1,699,399	2,054,329	1,766,133	975,000	750,000	600,000
<b><u>INTERFUND REIMBURSEMENTS</u></b>							
214	Forfeiture Fund – Local Match Auto Theft	0	39,642	29,751	11,136	0	0
410	Parks Millage – Park Maint & Admin.	310,930	320,259	329,451	339,746	339,746	350,000
	Parks Millage – Recreation	0	0	0	0	0	8,000
	Parks Millage – Naturalist	60,897	62,742	64,605	66,543	66,543	69,000
	Parks Millage – Youth	110,000	110,000	110,000	150,000	150,000	150,000
	Parks Millage – Activities Center Programs	291,491	294,236	296,863	299,974	299,974	305,400
	Parks Millage – Facility/Programs	0	0	0	0	0	45,000
	Parks Millage – Environmental Services	0	0	0	0	0	43,120
	Parks Millage – Cultural Arts	110,000	110,000	152,000	150,000	150,000	150,000
		<u>883,318</u>	<u>936,879</u>	<u>982,670</u>	<u>1,017,399</u>	<u>1,006,263</u>	<u>1,120,520</u>
<b><u>RECREATION USER CHARGES</u></b>							
695	015	458	4,126	3,468	0	3,000	2,500
	020	165,551	140,139	147,236	165,000	153,000	165,000
	201						
	Recreation Programs	62,461	45,000	68,074	67,811	67,811	62,163
	Senior Programs	86,616	95,311	131,314	130,471	130,471	138,775
	Cultural Arts	13,261	10,000	12,265	15,412	15,412	13,275
	Youth & Family Contributions-Farmington	32,391	28,000	35,638	41,149	41,149	37,948
	Facilities Usage	0	0		55,755	62,858	50,000
	027	22,390	41,500	17,619	56,500	33,500	56,500
	028	12,360	12,600	19,440	15,840	15,840	15,840
	029	28,359	40,631	40,101	49,600	50,560	53,580
	030	86,286	100,707	116,509	148,562	148,584	159,511
	031	216,482	46,129	0	0	0	0
	032	68,153	76,370	92,000	88,350	69,325	69,650
	033	5,926	2,134	4,708	8,000	6,770	6,800
	034	9,175	8,600	14,423	8,300	7,100	8,500
	035	19,400	14,940	12,525	15,000	13,000	14,000
	041	279,410	296,456	298,906	289,315	297,283	301,140
	044	187,701	247,067	244,985	234,460	236,650	237,500
	045	32,168	31,706	30,367	26,300	26,894	26,300
	046	1,950	220	0	0	0	0
	050	14,482	8,580	9,630	10,500	0	4,000



## Estimated Revenue Analysis

ACCT. NO.	DESCRIPTION	2005/06 Actual	2006/07 Actual	2007/08 Actual	2008/09 Budget	2008/09 Estimated	2009/10 Budget
055	Day Camp	108,146	117,076	140,665	122,192	138,957	140,322
057	Gym	32,302	24,509	39,831	35,530	42,080	43,466
060	Classes	94,652	105,040	94,240	108,335	92,000	100,625
065	Tennis	22,276	19,935	17,459	21,150	20,473	21,150
070	Golf	1,826	1,137	4,090	2,928	4,447	4,770
071	Junior Golf League	4,292	4,850	4,860	1,845	2,796	1,845
075	Softball	28,735	32,240	27,965	35,660	28,910	31,410
085	Safety Clinic	858	1,152	1,275	1,180	1,021	1,180
105	Special Events	44,540	69,041	97,787	98,380	100,190	119,901
110	Youth Soccer	30,193	41,014	45,686	53,400	57,250	58,330
120	Youth Basketball	37,141	32,598	27,253	28,760	25,260	25,880
145	Adaptive Recreation	3,625	0	0	140	145	145
150	Outdoor Volleyball	400	0	0	1,080	540	1,080
170	Teen Programs	24,381	18,422	18,915	25,258	19,980	35,458
185	Cross Country Ski Touring	864	64	214	621	0	0
192	Downhill Skiing	2,640	3,205	985	4,800	0	0
200	Ticket Sales	(361)	237	386	250	426	250
202	Golf Course Revenues	783,288	858,771	1,007,977	1,037,380	1,038,656	1,039,650
203	Farmington Hills Golf Club Concessions Farmington Hills Golf Club	7,761	7,540	40,660	33,000	32,000	32,000
204	Reimbursement	28,547	6,873	13,037	30,000	12,000	12,000
205	Travel Trips	260	416	1,942	615	0	360
206	Driving Range Fees	213,466	200,462	217,147	211,000	214,800	215,000
208	Adult Chorale	9,320	10,932	9,636	8,200	8,055	8,000
212	Nature Study	11,536	15,261	17,768	16,810	17,292	17,435
216	Safety Town	14,170	10,520	11,960	14,250	14,040	14,900
217	Parkey Series	120	0	0	0	0	0
218	Children's Travel	30,048	32,712	30,304	27,940	28,468	29,480
300	Activities Center Rent	107,448	107,236	115,015	107,050	122,000	120,000
301	Grant Center Rental	1,487	17,222	11,928	15,000	11,100	12,000
302	Longacre House Rental	0	42,026	77,231	95,000	94,800	95,000
408	Heritage Rental Fees	14,959	15,225	13,864	16,750	15,200	15,500
		3,003,900	3,045,932	3,389,288	3,580,829	3,522,093	3,620,119
	<b>TOTAL OPERATING REVENUE</b>	49,534,367	50,972,686	52,731,329	51,869,550	52,174,486	49,946,034
	<b><u>OTHER FUNDING SOURCES</u></b>						
	<b>Appropriation (To)/From Fund Balance</b>	<b>(1,134,758)</b>	<b>(1,171,320)</b>	<b>(3,586,055)</b>	<b>0</b>	<b>(1,341,496)</b>	<b>515,495</b>
	Appropriation (To)/From Encumbrances	0	296,937	75,705	250,284	250,284	0
	Appropriations (To)/From Designated Fund Balances:						
	Activities Center	0	0	0	0	247,830	0
	Capital Projects	1,780,000	0	3,254,546	2,500,000	2,500,000	2,500,000
	Miscellaneous Reserves	(2,000,000)	(600,000)	0	0	0	0
	<b>Total Other Funding Sources</b>	<b>(1,354,758)</b>	<b>(1,474,383)</b>	<b>(255,804)</b>	<b>2,750,284</b>	<b>1,656,618</b>	<b>3,015,495</b>
	<b>GRAND TOTAL</b>	<b>48,179,609</b>	<b>49,498,303</b>	<b>52,475,525</b>	<b>54,619,834</b>	<b>53,831,104</b>	<b>52,961,529</b>

## GENERAL FUND SUMMARY

	2006/07 Actual	2007/08 Actual	2008/09 Budget	2008/09 Estimated	2009/10 Budget
<b>FUND BALANCE AT JULY 1</b>					
Designated & Reserved	10,111,091	12,564,238	9,488,531	9,310,690	6,312,576
Undesignated	6,834,857	5,856,093	7,403,506	9,365,445	10,706,941
<b>TOTAL FUND BALANCE</b>	<b>16,945,948</b>	<b>18,420,331</b>	<b>16,892,037</b>	<b>18,676,135</b>	<b>17,019,517</b>
<b>REVENUES</b>					
Property Taxes	30,470,668	31,539,600	31,671,654	31,715,264	30,001,992
Business Licenses & Permits	16,967	21,043	17,300	17,300	17,300
Other Licenses & Permits	833,069	911,979	788,700	777,850	687,850
Grants	450,727	392,072	284,000	418,464	284,000
State Shared Revenues	6,719,632	6,719,665	6,335,500	6,719,925	6,436,111
Fees	3,256,078	3,567,179	3,927,275	3,779,475	3,875,010
Sales	689,802	774,111	671,893	817,852	653,132
Fines & Forfeitures	2,498,603	2,667,589	2,600,000	2,650,000	2,650,000
Interest Earnings	2,054,329	1,766,133	975,000	750,000	600,000
Recreation User Charges	3,045,932	3,389,288	3,580,829	3,522,093	3,620,119
<b>TOTAL OPERATING REVENUE</b>	<b>50,035,807</b>	<b>51,748,659</b>	<b>50,852,151</b>	<b>51,168,223</b>	<b>48,825,514</b>
<b>EXPENDITURES</b>					
Boards & Commissions	2,760,841	3,203,119	3,273,286	3,263,468	3,124,202
General Government	9,176,933	7,714,988	8,476,646	8,250,645	8,464,983
Public Safety	21,641,868	22,480,849	23,624,672	23,239,840	22,721,491
Planning & Community Development	2,131,882	2,184,295	2,400,300	2,237,391	2,258,901
Public Services	6,675,227	6,771,021	7,186,562	6,864,197	6,795,730
Special Services	6,841,552	6,996,253	7,008,368	7,250,563	6,926,222
<b>TOTAL EXPENDITURES</b>	<b>49,228,303</b>	<b>49,350,525</b>	<b>51,969,834</b>	<b>51,106,104</b>	<b>50,291,529</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>807,504</b>	<b>2,398,134</b>	<b>(1,117,683)</b>	<b>62,119</b>	<b>(1,466,015)</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Operating Transfers In	936,879	982,670	1,017,399	1,006,263	1,120,520
Operating Transfers Out	(270,000)	(3,125,000)	(2,650,000)	(2,725,000)	(2,670,000)
<b>TOTAL OTHER FINANCING FINANCING SOURCES (USES)</b>	<b>666,879</b>	<b>(2,142,330)</b>	<b>(1,632,601)</b>	<b>(1,718,737)</b>	<b>(1,549,480)</b>
<b>EXCESS OF REVENUE AND FINANCING SOURCES (USES) OVER (UNDER) EXPENDITURES</b>	<b>1,474,383</b>	<b>255,804</b>	<b>(2,750,284)</b>	<b>(1,656,618)</b>	<b>(3,015,495)</b>
<b>FUND BALANCE AS OF JUNE 30</b>					
Designated & Reserved	12,564,238	9,310,690	6,738,247	6,312,576	3,297,081
Undesignated	5,856,093	9,365,445	7,403,506	10,706,941	10,191,446
<b>TOTAL FUND BALANCE</b>	<b>18,420,331</b>	<b>18,676,135</b>	<b>14,141,753</b>	<b>17,019,517</b>	<b>14,004,022</b>

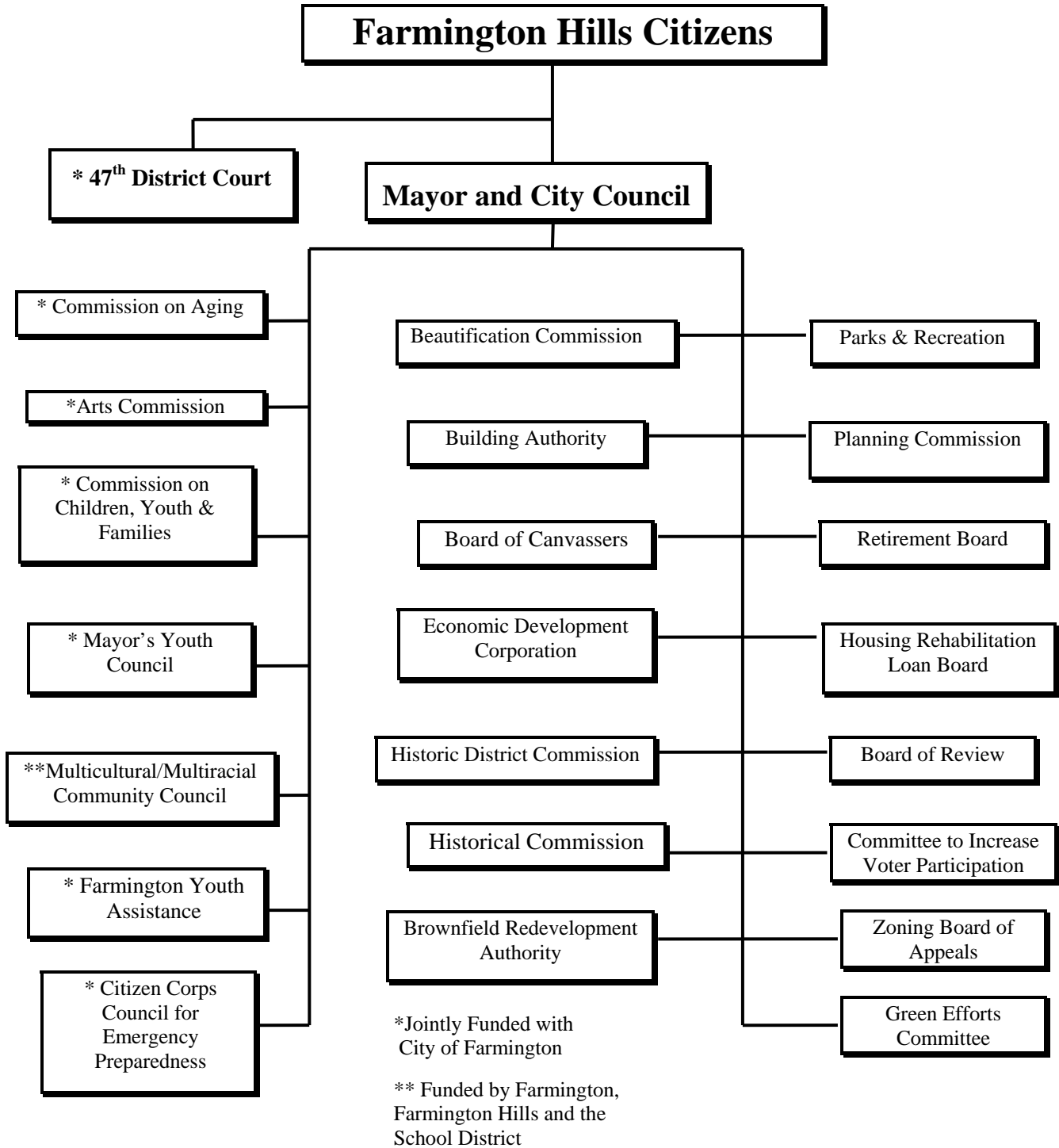
**Undesignated Fund Balance**

<b>As Percent Of Expenditures</b>	11.8%	17.8%	13.6%	19.9%	19.2%
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Undesignated Fund balance increase due to better than anticipated performance in expenses in 08/09.

# CITY OF FARMINGTON HILLS

## Table of Boards & Commissions



## BOARDS, COMMISSIONS AND AGENCIES

### 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 both Cities.

### 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
- 5) Enhancing public trust and confidence in the Court as an institution.

### GOALS

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

**PERFORMANCE OBJECTIVES**

- Continue to manage the increasing caseload in a manner that ensures organizational goals are met.
- Continue to identify and implement case management strategies to minimize case processing time.
- Continue to meet all reporting demands associated with finances, caseload and abstract processing.
- 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 20,000 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.

	<b>Performance Indicators *</b>	<b>2007/08 Actual</b>	<b>2008/09 Projected</b>	<b>2009/10 Estimated</b>
<b>Service Level</b>	Farm. Hills Contribution to Court Expenses	\$2,916,160	\$3,064,328	\$2,927,637
	Farmington Contribution to Court Expenses	\$457,463	\$456,876	\$462,205
	Total Farmington Hills Court Revenue	\$2,818,585	\$2,750,000	\$2,800,000
	Total Farmington Revenue	\$705,459	\$652,000	\$700,000
	Community Work Program Revenue	\$130,499	\$130,000	\$130,000
	<b>Total New Case Filings (Calendar Year)</b>	34,361	33,525	36,300
	Felony Filings	571	575	600
	Non-Traffic Misdemeanor Filings	1,527	1,500	1,600
	Non-Traffic Civil Infractions	2,061	2,250	2,300
	Traffic/Parking Filings	22,940	22,500	25,000
	Misdemeanor Drunk Driving Filings	433	450	450
	General Civil Filings	3,003	3,100	3,100
	Small Claims Filings	537	650	650
	Landlord-Tenant Filings	2,499	2,500	2,600
	Reopened cases	2,995	3,000	3,000
	<b>Total Dispositions (Calendar Year)</b>	37,235	36,000	38,000
	Total Community Work Program Labor Hours	23,000	23,000	23,000
	Sec. of State Abstracts Processed Timely	99%	99%	99%

	<b>Performance Indicators *</b>	<b>2007/08 Actual</b>	<b>2008/09 Projected</b>	<b>2009/10 Estimated</b>
<b>Efficiency</b>	Cost to Cities Per Case Disposition	\$90.60	\$97.82	\$89.21
	Revenue to Cities Per Case Disposition (Excluding CWP Revenue)	\$98.15	\$98.11	\$95.53
	Estimated Minimum Labor Value of Community Work Program to Cities (Based on minimum wage labor rate; includes insurance, supervision, and transportation costs paid).	\$262,259	\$260,000	\$260,000

\*Case statistics reported are for the calendar year 2008, projected calendar year 2009, and projected calendar year 2010. Financial statistics reported are for fiscal year July 1 – June 3

### **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.

### **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 and fourth Tuesday of the month, and on occasions when workload requires. The Board also meets the Sunday morning prior to the meeting to visit sites that have been assigned to the meeting agenda.

## **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 once every quarter at City Hall. Expenses are now paid through the Farmington Hills Retirement Plan.

## **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.

## **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.

## **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.

## **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.

## **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.

## **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.

## **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.



## **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.

## **BROWNFIELD REDEVELOPMENT AUTHORITY**

This authority established in accordance with Public Act 381, provides the mechanism for revitalizing environmentally distressed property. Public Act 381 establishes the process of using tax increment financing to pay for environmental activities and return property to a usable condition. The Authority is comprised of nine members appointed by the Mayor, subject to City Council approval. Meetings are held as needed.

## **GREEN EFFORTS COMMITTEE**

The Green Efforts Committee was originally established in February 2008, for a one year period to provide the City with energy and cost savings recommendations. In February 2009, the Committee was extended another two years and its purpose was expanded. The Committee's purpose is to collaborate with City staff and the community to enhance energy efficiency and sustainability by encouraging policies and practices based on economical, ecological and social values. The Committee consists on nine members appointed by the Mayor with concurrence of City Council. Meetings are held the third Tuesday of each month.



## BOARDS, COMMISSIONS AND AGENCIES

DEPARTMENT NUMBER: 115

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(800) JOINTLY FUNDED AGENCIES</b>							
021	Farmington Area Youth Assistance	64,634	158,979	64,634	64,627	60,568	60,568
031	47th District Court	2,573,463	2,916,160	3,072,046	3,064,328	2,936,104	2,936,104
033	Farmington Area Arts Commission	1,639	1,079	1,215	1,350	1,139	1,139
034	Commission on Aging	1,403	2,472	2,430	2,430	2,275	2,275
038	Multicultural/Multiracial Comm. Council	0	13,355	12,150	22,150	11,502	11,502
039	Comm. on Children/Youth/Families	1,030	2,147	3,600	3,600	3,371	3,371
042	Mayor's Youth Council	3,944	2,996	8,306	8,306	5,441	5,441
043	Emergency Preparedness Commission	491	381	3,493	3,880	3,237	3,237
		<u>2,646,604</u>	<u>3,097,569</u>	<u>3,167,874</u>	<u>3,170,671</u>	<u>3,023,637</u>	<u>3,023,637</u>
<b>(800) OTHER BOARDS, COMMISSIONS, AND COMMITTEES</b>							
002	Zoning Board of Appeals	15,885	11,677	14,702	15,375	16,640	16,640
004	Retirement Board	0	1,011	0	0	0	0
005	Assessment Board of Review	4,919	6,089	10,000	10,000	10,000	10,000
024	Beautification Commission	6,781	7,946	8,000	7,500	7,500	7,500
032	Historical Commission	3,624	0	6,680	3,750	6,225	6,225
036	Historic District Commission	2,570	862	7,600	7,600	7,100	7,100
037	Parks & Recreation Commission	770	1,377	1,100	1,500	1,025	1,025
038	Multicultural/Multiracial Comm. Council	8,321	0	0	0	0	0
040	Comm. to Increase Voter Participation	289	188	1,000	1,000	925	925
044	Green Efforts Committee	0	0	0	0	0	1,000
200	Social Security	1,359	1,014	1,750	1,300	1,500	1,500
350	Workers Comp	30	22	40	40	40	40
109	Planning Commission	69,689	75,364	54,540	44,732	48,610	48,610
		<u>114,237</u>	<u>105,550</u>	<u>105,412</u>	<u>92,797</u>	<u>99,565</u>	<u>100,565</u>
<b>DEPARTMENT TOTAL</b>		<b><u>2,760,841</u></b>	<b><u>3,203,119</u></b>	<b><u>3,273,286</u></b>	<b><u>3,263,468</u></b>	<b><u>3,123,202</u></b>	<b><u>3,124,202</u></b>

## 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. 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	2006/07 Actual Expenditures	2007/08 Actual Expenditures	2008/09 Adopted Budget	2008/09 Estimated Expenditures	2009/10 Proposed Budget	2009/10 Adopted Budget
<b>GENERAL GOVERNMENT:</b>							
101	City Council	119,531	121,847	123,349	125,971	115,701	115,701
172	City Administration	725,142	775,768	807,100	810,571	820,592	837,435
175	Public Information	322,136	343,454	367,754	359,975	394,177	394,177
202	Finance	1,948,684	2,118,489	2,225,470	2,193,060	2,134,511	2,134,511
210	Corporation Counsel	499,302	599,450	565,330	535,330	535,330	535,330
215	City Clerk	685,275	700,330	841,793	824,323	731,993	731,993
226	Human Resources	407,321	416,735	425,304	413,083	441,104	424,261
250	Central Services	1,019,587	1,117,240	1,192,343	1,150,950	1,230,793	1,230,793
290	Support Services	3,449,955	1,521,675	1,928,203	1,837,382	2,060,782	2,060,782
<b>TOTAL GENERAL GOVERNMENT</b>		<b>9,176,933</b>	<b>7,714,988</b>	<b>8,476,646</b>	<b>8,250,645</b>	<b>8,464,983</b>	<b>8,464,983</b>
<b>OTHER FINANCING USES</b>							
299	Interfund Transfers	270,000	3,125,000	2,650,000	2,725,000	2,670,000	2,670,000
<b>TOTAL</b>		<b>9,446,933</b>	<b>10,839,988</b>	<b>11,126,646</b>	<b>10,975,645</b>	<b>11,134,983</b>	<b>11,134,983</b>

# 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 on page 9.*

- 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 "green efforts" 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 cable programming, public hearings, community building meetings, 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 the recommendation of the Sustainability Study and engage the City's boards, 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.
- Work to better engage citizens through a community building process designed to examine key issues that affect the community and develop policy recommendations devised to sustain Farmington Hills as a viable community well into the future.
- Support environmental sustainability and energy efficiency through the continuation of the City's Green Efforts Committee and their educational efforts.
- Expand communication with the public through further use of technology such as the City website, listservs, the low frequency AM radio station, and other alternatives.
- Improve public bus transportation by continuing to monitor the Suburban Mobility Authority for Regional Transportation (SMART) service levels and working with other local governments and legislators to ensure appropriate levels of service.
- Evaluate the feasibility of developing further cooperative relationships with the neighboring communities of Farmington, Livonia, Novi, and Southfield.
- Educate the public regarding emergency preparedness through the Emergency Preparedness Commission and continue to increase the City's ability to respond in the event of a major emergency.
- Continue to invest in the East Grand River, Eight Mile Road, and Orchard Lake Road corridors to encourage reinvestment, redevelopment, and improvements in their appearance.
- Involve high school age students in City government through the Mayor's Youth Council, to encourage their participation in other boards and commissions, and to bring awareness of City issues into the high schools.
- Address strategic policy issues in the areas of public safety, traffic, economic development, community development, telecommunications, transportation, and technology.
- Equitably administer the City's tax abatement policy, and encourage economic development while protecting the long-term financial interests of the City.
- Encourage redevelopment throughout the City by supporting policies that streamline the permitting process, simplify the PUD process, and make way for current and future residential and commercial building needs.

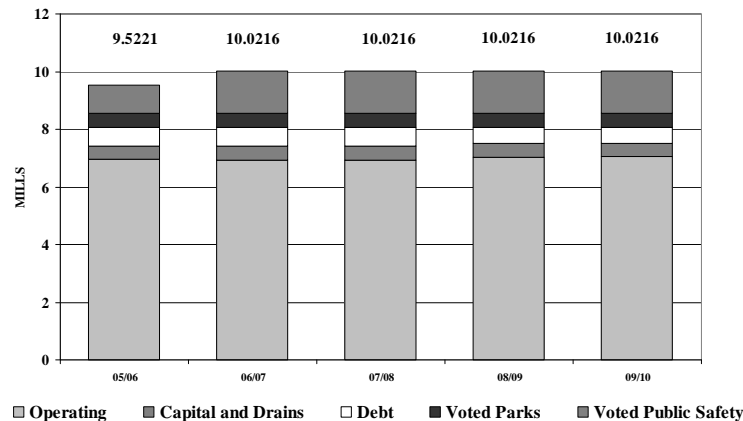
# City Council

Service Level	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
	Regular Meetings Held	24	25	25
	Special Meetings Held	1	2	2
	Goals Sessions	1	1	1
	Study Sessions	15	16	16
	Public Hearings	22	25	25
	Ordinances Enacted	5	10	12
	Agenda Items Requiring Action/Resolutions Adopted	192	242	242

DEPARTMENT NUMBER: 101

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(702)</b>	<b>SALARIES &amp; WAGES</b>						
010	Wages	44,208	43,722	46,631	46,633	46,633	46,633
200	Social Security	3,518	3,345	3,591	3,591	3,591	3,591
350	Workers Compensation	41	37	51	51	51	51
	Category Total	47,767	47,104	50,273	50,275	50,275	50,275
<b>(801)</b>	<b>PROFESSIONAL &amp; CONTRACTUAL</b>						
001	Conference & Workshops	30,953	28,986	30,100	32,820	23,936	23,936
002	Memberships & Licenses	38,346	41,129	39,476	39,376	37,990	37,990
070	Miscellaneous Expense	2,465	4,628	3,500	3,500	3,500	3,500
	Category Total	71,764	74,743	73,076	75,696	65,426	65,426
	<b>DEPARTMENT TOTAL</b>	<b>119,531</b>	<b>121,847</b>	<b>123,349</b>	<b>125,971</b>	<b>115,701</b>	<b>115,701</b>

## CITY MILLAGE RATES



## CITY ADMINISTRATION

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

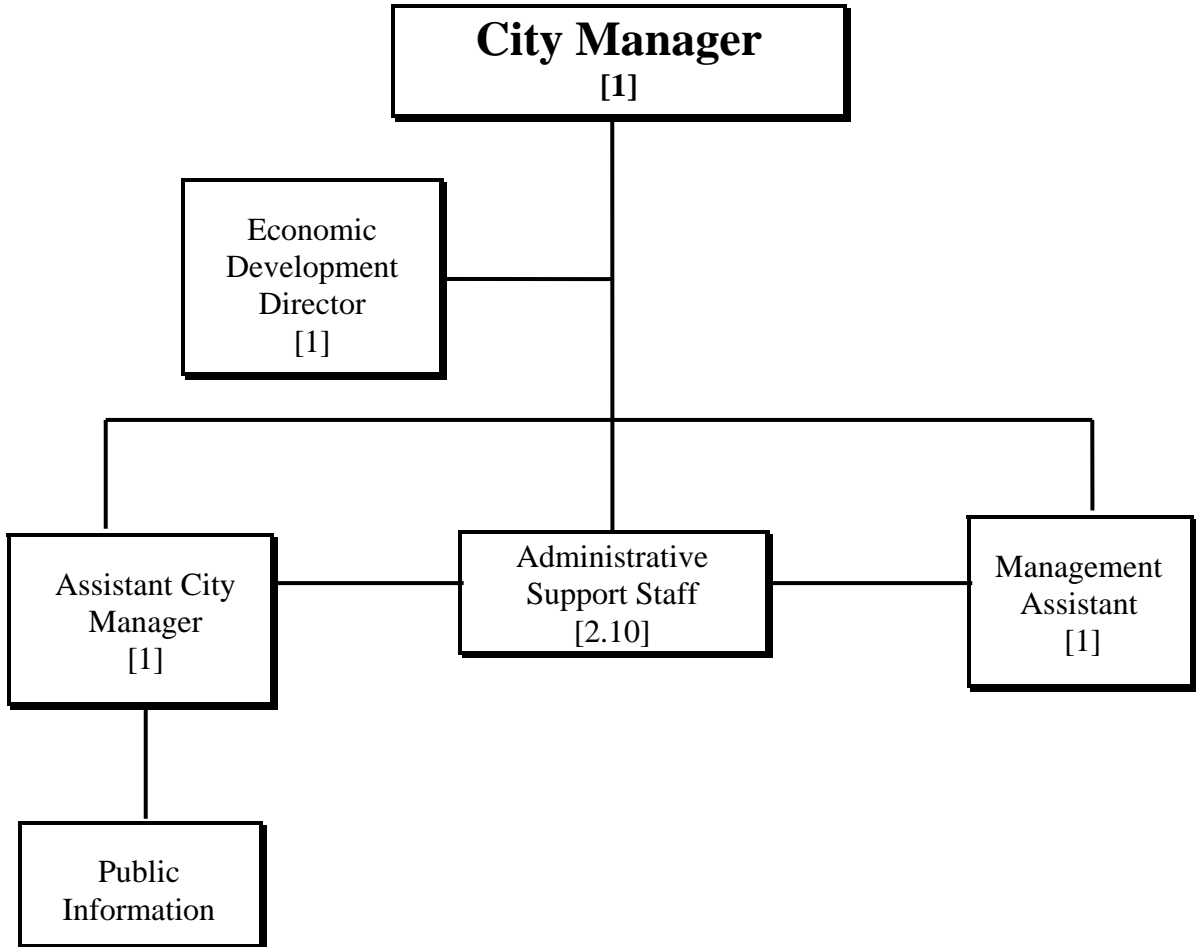
The City Manager's Office is responsible for the day-to-day administration of the municipal organization under the leadership of the City Manager. This office also provides staff support for the City Council. The Office undertakes special projects, handles citizens' inquiries, customer requests for service,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

### GOALS

*The number in parentheses shows the link between the departmental goal and the City goals on page 9.*

- 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)
- Develop and implement proactive strategies to weather the current fiscal climate and position Farmington Hills for the economic recovery. (1-14)
- Develop a budget for City operations and capital improvements that encourages efficiency, accountability, creativity, and fiscal responsibility. (9,10,12,13)
- Provide effective leadership to administrative departments, and develop and maintain a climate of positive employee relations that facilitates excellent service to the public. (8)
- Champion environmental sustainability through innovative City policies and initiatives, which will lessen the City's impact on the environment, reduce energy costs, promote economic development, and advance community pride. (10,12,13)
- Commit to the redevelopment of maturing sections of the City and aging areas in the business parks. (1,5,13)
- Provide pertinent and timely information to City Council regarding local, state, and federal issues, including legislative efforts, to protect the interests of the City and its residents.
- Work in partnership with City Council to achieve the City's mission and goals. (1-14)

# CITY ADMINISTRATION



Total Full Time Equivalent [6.10]



**STAFFING LEVELS**

Acct.	Title	Authorized Positions		Requested Positions	Authorized Positions
		07/08 Budget	08/09 Budget	09/10 Budget	09/10 Budget
<b>(010)</b>	<b>Administrative and Clerical</b>				
	City Manager	1	1	1	1
	Assistant City Manager	1	1	1	1
	Secretary to City Manager	1	1	1	1
	Administrative Assistant	1	1	0	0
	Economic Development Director	1	1	1	1
	Management Assistant	1	1	1	1
	Administrative Specialist	0	0	0.5	0
	<b>Total</b>	<b>6</b>	<b>6</b>	<b>5.5</b>	<b>5</b>
	<b>PART-TIME</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1.1</b>
	<b>DEPARTMENT TOTAL</b>	<b>6</b>	<b>6</b>	<b>5.5</b>	<b>6.1</b>

**PERFORMANCE OBJECTIVES**

- Continue to systematically review operations and services for greater efficiency and cost reduction.
- Promote and pursue additional outside funding for infrastructure improvements, capital items, and other special projects.
- Continue to analyze and evaluate recommendations of the Sustainability Study and direct the implementation of some, all, or portions of the recommendations as determined to be appropriate by City Council.
- Oversee the planning and construction of the City Hall Revitalization Project, which will provide an environmentally sustainable, LEED (Leadership in Energy and Environmental Design) Certified facility that allows for greater energy and operational efficiencies.
- Oversee the completion of a Comprehensive Technical Energy Audit (CTEA) of City facilities with Energy Conservation Measures (ECM) implemented through Performance Contracting, which allows for capital investment to be paid for through energy savings.
- Work with State, County and Local officials to continue the City’s business retention efforts and identify ways to keep businesses in Farmington Hills despite tough economic times.
- Monitor the performance of public utilities to ensure a high level of service to City residents and the business community.
- Monitor the service provided by the Suburban Mobility Authority for Regional Transportation (SMART) and remain involved in its governing body, with the objective of improving public transportation services.

## City Administration

- Continue emergency preparedness efforts through training, public education, and investment in necessary equipment and supplies.

## SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR

### Salaries & Wages

**038 – Part-Time** – Increase due to transfer of Administrative Specialist from Finance to Administration.

Service Level	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
		Council, Board, and Commission Meetings Staffed	78	80
	City Council Agenda Items prepared for Council Action	192	242	242
	Executive Staff Meetings	50	50	50
	Administrative Policies Implemented	2	2	2
Efficiency	Average Response Time to Citizen Inquiry	4 Hours	4 Hours	4 Hours

DEPARTMENT NUMBER: 172

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(702)</b>	<b>SALARIES &amp; WAGES</b>						
010	Administrative & Clerical	460,850	480,138	484,149	513,325	469,833	469,833
038	Part-time	4,355	6,490	5,040	2,444	33,600	49,224
106	Sick & Vacation	14,336	5,017	17,034	5,017	20,640	20,640
112	Overtime	1,015	0	0	0	0	0
200	Social Security	33,342	34,248	37,793	37,793	37,464	38,659
250	Blue Cross/Optical/Dental	59,247	70,989	89,979	78,500	78,350	78,350
275	Life Insurance	3,169	3,222	4,018	4,018	3,785	3,785
300	Pension - DC	0	12,294	14,077	14,945	15,098	15,098
305	Pension - DB	99,141	108,911	99,626	99,626	104,540	104,540
325	Longevity	20,182	22,315	23,818	24,658	27,505	27,505
350	Worker's Compensation	948	922	1,114	880	832	856
	Category Total	696,584	744,546	776,648	781,206	791,647	808,490
<b>(740)</b>	<b>OPERATING SUPPLIES</b>						
001	Gas & Oil	2,953	3,971	4,960	3,089	4,180	4,180
002	Books & Subscriptions	417	421	250	460	0	0
008	Supplies	3,274	2,831	2,300	2,300	2,300	2,300
040	Miscellaneous Expense	469	448	300	300	0	0
	Category Total	7,113	7,671	7,810	6,149	6,480	6,480

## City Administration

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(801)</b>	<b>PROFESSIONAL &amp; CONTRACTUAL</b>						
001	Conferences & Workshops	8,454	9,852	10,200	9,000	8,665	8,665
002	Memberships & Licenses	2,098	3,475	2,467	3,141	3,525	3,525
005	Fleet Insurance	2,700	2,250	2,475	2,475	2,475	2,475
006	Vehicle Maintenance	953	492	100	400	600	600
013	Education & Training	40	235	200	1,000	0	0
041	Vehicle Allowance	7,200	7,200	7,200	7,200	7,200	7,200
042	Mileage Reimbursement	0	47	0	0	0	0
	Category Total	21,445	23,551	22,642	23,216	22,465	22,465
<b>(970)</b>	<b>CAPITAL OUTLAY</b>						
002	Office Equipment	0	0	0	0	0	0
	Category Total	0	0	0	0	0	0
	<b>DEPARTMENT TOTAL</b>	<b>725,142</b>	<b>775,768</b>	<b>807,100</b>	<b>810,571</b>	<b>820,592</b>	<b>837,435</b>



## PUBLIC INFORMATION

**MISSION STATEMENT:** Disseminate information on City activities to the public through the most appropriate media available including print, TV, radio, online publications, the City's local cable Channel 8, the City's website, listserv, 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 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](http://www.fhgov.com/Community/Cable.asp)

The *Annual Report* includes highlights of 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. The City offers informational workshops to homeowners on a variety of topics.

### GOALS

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

- Keep residents, businesses, and organizations informed about municipal government activities, programs, and projects. (11)
- Continue to enhance public confidence and trust in City government. (1-14)
- Promote a vibrant and viable community.(11)
- Reinforce residents' confidence and pride in a City that cares about the needs of the community. (4-11)
- Give departments, boards, and commissions the opportunity to use Channel 8 for promotional and educational purposes. (11)
- Promote City events and services through various media. (11)
- Present information on issues and events that do not otherwise receive attention from mainstream media. (4,11)
- Inform listeners about emergencies, weather, traffic, and road conditions through broadcasts on 1650 AM. (3,11)

**STAFFING LEVELS**

Acct. No.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		07/08 Budget	08/09 Budget	09/10 Budget	09/10 Budget
<b>175</b>	<b>PUBLIC INFORMATION</b>				
<b>(010)</b>	<b>Salaries &amp; Wages</b>				
	Video Manager	1	1	1	1
	Production Specialist	2	2	1	2
	Public Information Specialist	1	1	1	1
	<b>PUBLIC INFORMATION TOTAL</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>4</b>

**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.

	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
<b>Service Level</b>	Programs produced	171	170	170
	Studio programs produced	48	70	70
	Remote programs produced	123	100	100
	Press releases produced	213	215	215
	Resolutions and proclamations produced	47	47	47
	Newspaper columns produced	19	20	20
	Newsletters/annual report produced	3	3	3
	<b>Efficiency</b>	Number of programs produced per full time staff	57	56
Video awards and recognition		NA*	NA*	NA*

\* Funding to submit videos for award has been eliminated.

## Public Information

DEPARTMENT NUMBER: 175

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(702)</b>	<b>Salaries &amp; Wages</b>						
010	Salary - Full Time	177,931	187,434	194,026	195,259	202,342	202,342
038	Part-time Technicians	0	0	0	0	0	0
106	Sick & Vacation	135	0	0	0	5,520	5,520
112	Overtime	4,172	5,550	3,000	3,000	3,000	3,000
200	Social Security	14,256	15,066	15,510	15,665	16,718	16,718
250	Blue Cross/Optical/Dental	44,570	43,505	62,299	51,000	75,979	75,979
275	Life Insurance	943	1,016	1,238	1,238	1,274	1,274
300	Pension - DC	0	1,101	0	5,475	5,111	5,111
305	Pension - DB	36,852	44,036	41,196	41,196	35,972	35,972
325	Longevity	5,349	5,900	6,535	6,511	7,482	7,482
350	Worker's Compensation	384	375	450	450	309	309
	Category Total	284,592	303,983	324,254	319,794	353,707	353,707
<b>(740)</b>	<b>Operating Supplies</b>						
001	Gas and Oil	265	259	500	581	770	770
002	Books & Subscriptions	0	0	0	0	0	0
008	Supplies	4,471	4,746	5,000	4,700	4,700	4,700
	Category Total	4,736	5,005	5,500	5,281	5,470	5,470
<b>(801)</b>	<b>Professional &amp; Contractual</b>						
002	Memberships & Licenses	0	0	0	0	0	0
006	Vehicle Maintenance	59	18	500	300	500	500
007	Equipment Maintenance	0	230	500	500	500	500
013	Education & Training	0	50	1,000	100	0	0
015	Equipment Rental	737	0	0	0	0	0
024	Newsletter	32,012	34,114	36,000	34,000	34,000	34,000
042	Mileage Reimbursement	0	54	0	0	0	0
	Category Total	32,808	34,466	38,000	34,900	35,000	35,000
	<b>Capital Outlay</b>						
001	Office Furniture	0	0	0	0	0	0
020	Production Equipment	0	0	0	0	0	0
	Category Total	0	0	0	0	0	0
	<b>DEPARTMENT TOTAL</b>	<b>322,136</b>	<b>343,454</b>	<b>367,754</b>	<b>359,975</b>	<b>394,177</b>	<b>394,177</b>

## 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 Wall Street rating agencies.

The Finance Department, at the direction of the Finance Director/Treasurer, serves the community in three primary areas assigned either by Charter, State Statute or the City Manager. These areas are Accounting, Treasury and Assessing.

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 over 150 separate accounting entities. 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 firms servicing the City and the metropolitan Detroit area as well as serving as liaison with national rating agencies that rate the City's bond issues.

### GOALS

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

- 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)
- Provide timely payments to vendors after appropriate internal approvals have been granted. (9)
- 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 a comprehensive annual financial report is distributed to City Council and available to all residents. (9)
- Maintain investment grade rating at "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)

**PERFORMANCE OBJECTIVES**

- Continue to train and cross-train accounting staff and update procedure manuals in order to better serve internal and external users.
- Continue to enhance financial software.
- Sustain the City’s strong financial status by maintaining the current bond rating.
- Limit the number of auditor adjusted journal entries.

	<b>Performance Indicators</b>	<b>FY 2007/08 Actual</b>	<b>FY 2008/09 Projected</b>	<b>FY 2009/10 Estimated</b>
<b>Service Level</b>	Pension calculations prepared.	42	46	50
	Market value of pension assets.	\$151,341,047	\$125,000,000	\$135,000,000
	Number of tax bills mailed.	58,779	61,029	62,000
	Amount of interest income.	\$5,224,018	\$3,300,000	\$2,000,000
	City taxes billed	\$44,275,682	\$44,152,956	\$41,589,640
	Taxable value.	4,438,529,490	4,411,543,260	4,165,008,570
	Cash and cash equivalents at June 30 <sup>th</sup> .	\$89,121,804	\$87,500,000	\$83,000,000
	Number of payroll direct deposits	15,559	16,000	16,500
	Number of payroll checks issued.	4,460	4,000	3,500
	Number of accounts payable checks.	7,979	7,500	7,000
	Number of Invoices Paid	20,883	20,900	21,000
<b>Efficiency</b>	City’s bond rating – Moody’s.	Aa2	Aa2	Aa2
	City’s bond rating – Standard & Poor’s.	AA	AA	AA
	Total percent of tax roll collected.	98.4	97.0	97.0
	Auditor’s Adjusted Journal Entries.	2	0	0
	Number of years G.F.O.A. Distinguished Budget Awards received.	22	23	24
	Number of years the Financial Reporting Achievement Awards received.	10	11	12

**NO BOND SALES**

**SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR**

**Salaries & Wages**

**012 – Treasury Salaries** – down due to elimination of full-time employee.

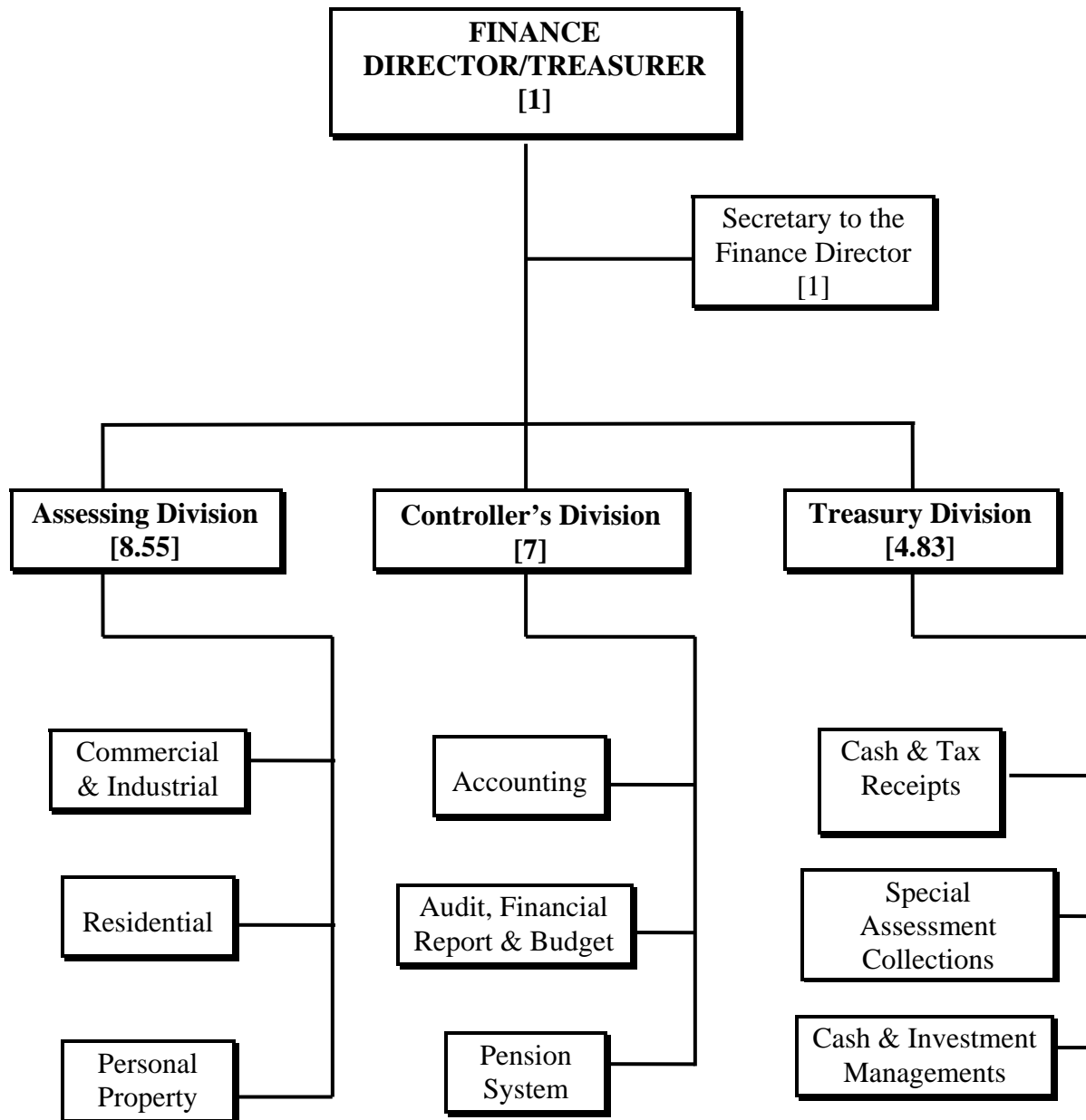
**038 – Part-time** – decrease due to part-time employee replacing full-time employee and transfer of Administration Specialist to City Administration.

**Cost Reimbursement**

**736-** Retirement Board reimbursing City for 67% of Retirement Accountant.



# FINANCE DEPARTMENT



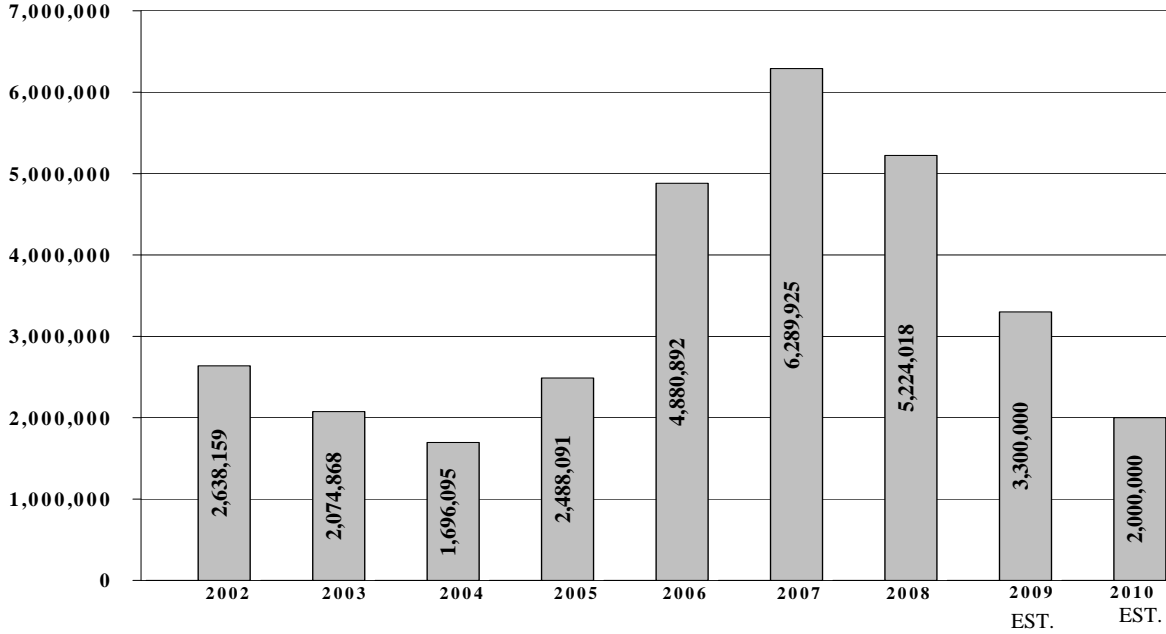
Total Full Time Equivalent [22.38]

**Finance Department**

**STAFFING LEVELS**

Acct. 702	Title	Authorized Positions		Requested Positions	Authorized Positions
		07/08 Budget	08/09 Budget	09/10 Budget	09/10 Budget
<b>(010)</b>	<b>ADMINISTRATION</b>				
	Director/Treasurer	1	1	1	1
	Secretary to Finance Director	1	1	1	1
	Total	2	2	2	2
<b>(011)</b>	<b>ACCOUNTING</b>				
	Controller	1	1	1	1
	Accountant	3	3	3	3
	Account Processing Coordinator	1	1	1	1
	Accounting Technician	1	1	1	1
	Account Clerk II	1	1	1	1
	Total	7	7	7	7
<b>(012)</b>	<b>TREASURY</b>				
	Deputy Treasurer	1	1	1	1
	Account Processing Supervisor	1	1	1	1
	Account Clerk II	1	1	1	1
	Account Clerk I	2	1	1	1
	Total	5	4	4	4
<b>(038)</b>	<b>Part Time</b>	0.53	0.53	0.83	0.83
<b>FINANCE/ACCOUNTING/</b>					
<b>TREASURY TOTAL</b>		<b>14.53</b>	<b>13.53</b>	<b>13.83</b>	<b>13.83</b>
<b>209</b>	<b>ASSESSING</b>				
<b>(010)</b>	<b>ADMINISTRATIVE &amp; CLERICAL</b>				
	City Assessor	1	1	1	1
	Deputy City Assessor	1	1	1	1
	Assessor III	2	2	2	2
	Assessor II	2	2	1	1
	Assessor I	0	0	1	1
	Clerk Typist II	1	1	2	2
	Department Aide	1	1	0	0
	Total	8	8	8	8
<b>(038)</b>	<b>Part Time</b>				
	Clerk Typist I	0	0.50	0.50	0.50
	BOR Secretary	0.04	0.04	0.05	0.05
	Total	0.04	0.54	0.55	0.55
<b>ASSESSING TOTAL</b>		<b>8.04</b>	<b>8.54</b>	<b>8.55</b>	<b>8.55</b>
<b>FINANCE DEPARTMENT TOTAL</b>		<b>22.57</b>	<b>22.07</b>	<b>22.38</b>	<b>22.38</b>

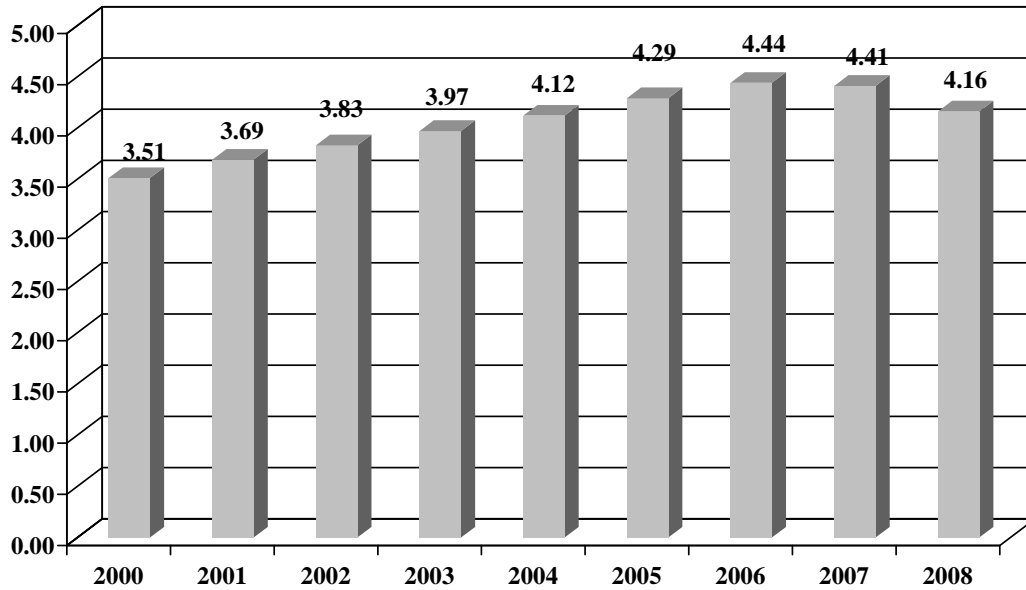
**KEY DEPARTMENTAL TRENDS**  
**Total Interest Income at June 30th**



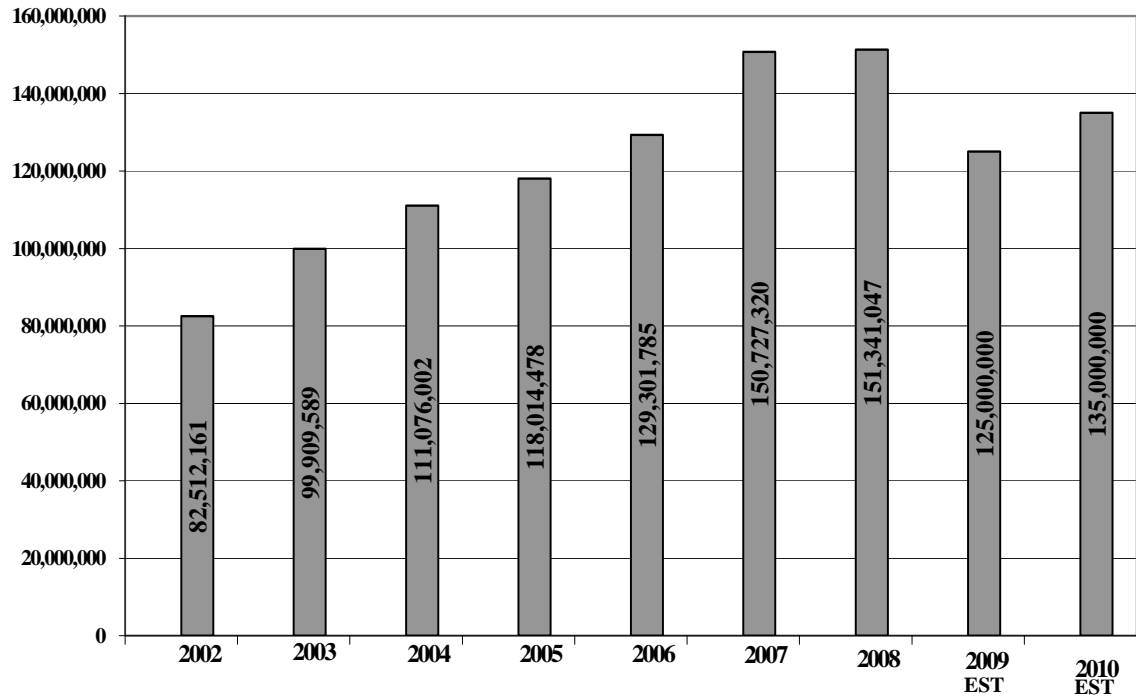
**TAXABLE VALUE HISTORY**  
**2000-2008**

BILLIONS

2008 TAXABLE VALUE \$4,165,008,570



### Retirement System Assets at Market Value at June 30th



## ASSESSING DIVISION

### **MISSION STATEMENT:**

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 Assessing Division's primary responsibility is to annually prepare the property tax assessment roll. This function requires the Division to maintain accurate and complete records of all taxable real and personal property in the City. In light of mandates in assessment administration brought about by Proposal A, the Assessing Division has had to continually monitor and comply with ever changing requirements in assessment administration including the classification of homestead and non-homestead exemptions, updating this information with the State of Michigan, and the filing and recording of property transfer affidavits. Presently, the City has approximately 28,000 real parcels and 3,400 personal property descriptions.

The 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. The Division also provides information and assistance to taxpayers of the City by phone and in person.

### **GOALS**

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

- 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)
- Ensure customer service and easy access to our property records. (1)

### **PERFORMANCE OBJECTIVES**

- Meet new statutory requirements in a timely and cost-effective manner.
- Expand the options through which the public can access property record information.
- Expand data retrieval and analysis options.
- Cooperate with Finance and Treasury on improving financial services.

**Finance Department**

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- Provide professional development resources to educate all staff members in the numerous areas within the property tax/assessment administration system.
- Reduce coefficient of dispersion and standard deviation in residential sales study for greater uniformity in residential assessments.
- Utilize GIS information for greater departmental efficiency.
- Integrate new appraisal software with other departments within the City.
- Continue to receive 1.000 equalization factors for all property classes from the County.

	<b>Performance Indicators</b>	<b>FY 2007/08 Actual</b>	<b>FY 2008/09 Projected</b>	<b>FY 2009/10 Estimated</b>
<b>Service Level</b>	Commercial/Industrial property appraisals	92	90	90
	Residential property appraisals	600	600	600
	Board of Review Appeals	813	900	900
	Preparation of Special Assessment rolls	2	3	3
	Property splits/combinations processed	10	10	10
	Homestead exemption affidavits processed	650	700	700
	Property Transfer Affidavits	400	400	400
<b>Efficiency</b>	County equalization factor applied	1.000	1.000	1.000
	Cost of Board of Review	\$7,000	\$8,000	\$8,000

**SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR**

**ASSESSING**

**Salary & Wages**

**106 – Sick and Vacation** – one retirement and excess vacation balance payoffs.

## Finance Department

DEPARTMENT NUMBER: 202

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(700)</b>	<b>COST REIMBURSEMENT</b>						
736	Pension Reimbursement	0	0	0	0	(62,200)	(62,200)
	Category Total	0	0	0	0	(62,200)	(62,200)
<b>(702)</b>	<b>SALARIES &amp; WAGES</b>						
010	Administrative Salaries	148,848	154,278	158,358	158,930	162,026	162,026
011	Accounting Salaries	351,926	362,064	375,077	377,000	387,662	387,662
012	Treasury Salaries	213,301	220,885	230,335	215,800	199,196	199,196
038	Part-time	39,594	40,886	42,339	40,530	18,137	18,137
106	Sick & Vacation	19,873	12,903	27,917	37,754	33,168	33,168
112	Overtime	10,871	4,764	12,300	12,000	15,000	15,000
200	Social Security	61,492	61,246	67,096	66,781	64,721	64,721
250	Blue Cross/Optical/Dental	114,293	141,859	166,447	155,400	174,695	174,695
275	Life Insurance	2,711	2,748	3,197	3,010	3,144	3,144
300	Pension - DC	0	28,691	26,901	27,576	28,399	28,399
305	Pension - DB	151,896	144,317	133,636	133,636	125,173	125,173
325	Longevity	26,648	27,022	30,750	30,936	30,839	30,839
350	Worker's Compensation	1,514	1,427	1,842	1,309	1,269	1,269
	Category Total	1,142,967	1,203,090	1,276,195	1,260,662	1,243,429	1,243,429
<b>(740)</b>	<b>OPERATING SUPPLIES</b>						
002	Books & Subscriptions	1,436	1,456	1,512	1,587	1,614	1,614
008	Supplies	10,339	9,834	12,500	10,500	10,500	10,500
041	Over & Short	(35)	59	0	0	0	0
	Category Total	11,740	11,349	14,012	12,087	12,114	12,114
<b>(801)</b>	<b>PROFESSIONAL &amp; CONTRACTUAL</b>						
001	Conferences & Workshops	3,724	3,018	3,900	3,900	3,650	3,650
002	Memberships & Licenses	2,340	2,043	2,205	2,230	2,270	2,270
004	Consultants	1,000	0	0	0	0	0
013	Education & Training	3,551	5,247	5,100	5,100	3,200	3,200
021	Audit Services	60,898	60,035	62,060	62,060	64,000	64,000
024	Printing Services	10,039	9,889	12,629	11,000	11,000	11,000
041	Auto Allowance	3,600	3,600	3,600	3,600	3,600	3,600
042	Mileage Reimbursement	308	107	400	200	265	265
	Category Total	85,460	83,939	89,894	88,090	87,985	87,985
<b>(970)</b>	<b>CAPITAL OUTLAY</b>						
001	Office Furniture	0	0	0	0	0	0
002	Office Equipment	0	0	0	0	0	0
	Category Total	0	0	0	0	0	0
<b>FINANCE/ACCOUNTING/ TREASURY TOTAL</b>		<b>1,240,167</b>	<b>1,298,378</b>	<b>1,380,101</b>	<b>1,360,839</b>	<b>1,281,328</b>	<b>1,281,328</b>

## Finance Department

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Proposed	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>209</b>	<b><u>ASSESSING</u></b>						
<b>(702)</b>	<b>SALARIES &amp; WAGES</b>						
010	Administrative & Clerical	397,125	469,954	497,394	498,500	478,878	478,878
038	Part-time	17,036	18,191	16,792	16,247	16,145	16,145
106	Sick & Vacation	18,239	29,097	6,273	3,300	16,318	16,318
112	Overtime	1,304	1,404	2,800	1,800	2,800	2,800
200	Social Security	33,680	40,408	41,630	41,265	40,868	40,868
250	Blue Cross/Optical/Dental	69,811	91,066	108,880	103,000	120,117	120,117
275	Life Insurance	969	1,336	1,581	1,581	1,596	1,596
300	Pension - DC	0	11,002	12,588	14,500	18,506	18,506
305	Pension - DB	107,934	103,704	84,068	84,068	88,905	88,905
325	Longevity	19,479	20,235	20,920	19,570	20,081	20,081
350	Worker's Compensation	2,513	2,788	3,483	2,350	2,224	2,224
	Category Total	668,090	789,185	796,409	786,181	806,438	806,438
<b>(740)</b>	<b>OPERATING SUPPLIES</b>						
001	Gas & Oil	3,766	3,400	5,160	4,000	4,400	4,400
002	Books & Subscriptions	483	546	985	800	785	785
008	Supplies	5,934	8,917	10,000	10,000	10,000	10,000
	Category Total	10,183	12,863	16,145	14,800	15,185	15,185
<b>(801)</b>	<b>PROFESSIONAL &amp; CONTRACTUAL</b>						
001	Conferences & Workshops	3,141	698	4,125	4,125	4,195	4,195
002	Memberships & Licenses	1,246	1,630	1,860	1,785	1,785	1,785
005	Fleet Insurance	4,440	3,840	4,980	4,980	4,980	4,980
006	Vehicle Maintenance	788	391	1,100	750	1,000	1,000
009	Consultants	10,137	0	5,000	5,000	5,000	5,000
013	Education & Training	1,503	3,474	4,150	4,500	4,500	4,500
024	Printing Services	5,389	4,430	8,000	6,500	6,500	6,500
041	Vehicle Allowance	3,600	3,600	3,600	3,600	3,600	3,600
	Category Total	30,244	18,063	32,815	31,240	31,560	31,560
<b>(970)</b>	<b>CAPITAL OUTLAY</b>						
001	Office Furniture	0	0	0	0	0	0
002	Office Equipment	0	0	0	0	0	0
	Category Total	0	0	0	0	0	0
<b>ASSESSING TOTAL</b>		<b>708,517</b>	<b>820,111</b>	<b>845,369</b>	<b>832,221</b>	<b>853,183</b>	<b>853,183</b>
<b>TOTAL FINANCE DEPT</b>		<b>1,948,684</b>	<b>2,118,489</b>	<b>2,225,470</b>	<b>2,193,060</b>	<b>2,134,511</b>	<b>2,134,511</b>



## 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 Code; 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 on page 9.*

- 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 in the 47<sup>th</sup> District Court.
- 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.

DEPARTMENT NUMBER: 210

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(801)</b>	<b>PROFESSIONAL &amp; CONTRACTUAL</b>						
008	Legal Retainer	166,176	170,330	170,330	170,330	170,330	170,330
009	Prosecution	216,773	258,085	250,000	250,000	250,000	250,000
010	Circuit Court (Pltf./Def.)	71,882	137,748	95,000	75,000	75,000	75,000
011	Labor Relations	44,471	33,287	50,000	40,000	40,000	40,000
070	Miscellaneous Expense	0	0	0	0	0	0
	<b>DEPARTMENT TOTAL</b>	<b>499,302</b>	<b>599,450</b>	<b>565,330</b>	<b>535,330</b>	<b>535,330</b>	<b>535,330</b>

# CITY CLERK

## MISSION STATEMENT:

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

The City Clerk's Office is responsible for many diverse functions and is the 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 of the City Clerk's Office 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 the preparation of petitions and resolutions for special assessment improvements, the processing of Council Resolutions, and all legal advertising for the City. The Clerk's Office maintains the City Codes, 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 all recorded documents with the Oakland County Register of Deeds. The City Clerk's Office also acts as a Passport Acceptance Facility to process passport applications. The City Clerk functions as Secretary to the City Council and Building and Hospital Authorities and provides recording secretarial services to the Planning Commission, Zoning Board of Appeals, Economic Development Corporation, Parks & Recreation Commission, Historical Commission and various Ad-Hoc Commissions and Committees.

During the FY 2009/10 budget one election will be conducted - the City General Election to be held November 3, 2009, however, expenditures reflect purchases of supplies for the Aug/Nov 2010 election required to be purchased prior to July 1, 2010.

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

## GOALS

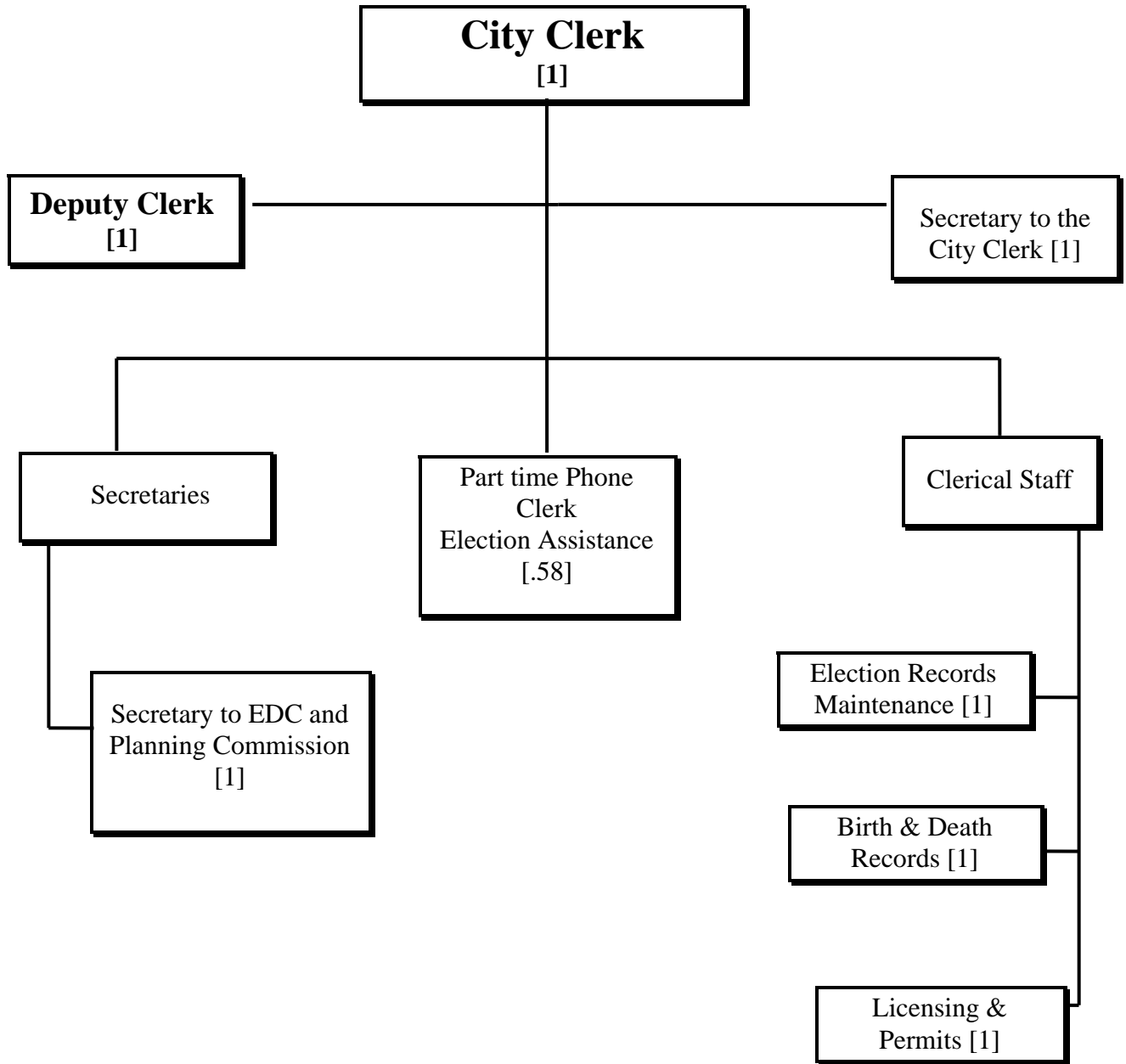
- Scan all documents into the city's imaging system for easier retrieval by staff and customers. (2,8)
- Reduce the amount of paper used by conducting business electronically when possible and utilizing the city imaging system to the fullest extent. (2,10)
- Assist all City Departments with records retention according to the approved schedules. (2,8)
- Work with legislators on getting legislation approved to allow for better Election Management, such as early voting, no-reason absentee voting, etc. (2,9)
- Develop an electronic filing system for the maintenance of records according to the approved records retention schedules. (2)

**PERFORMANCE OBJECTIVES**

- Provide appropriate training and education to staff to maintain excellent customer service.
- Provide agendas, minutes and all documents within time frame required by law.
- Update and maintain the permanent absent voter list.
- Maintain the electronic filing system.
- Provide updated City Clerk Department information on the City’s website.
- Implement new procedures and laws required of Passport Acceptance Agencies.
- Train and educate Staff with regard to new Election laws and develop appropriate methods for implementation of these laws.
- Conduct the General Election to be held November 3, 2009 in a thorough and efficient manner.

	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
	<b>Service Levels</b>	Birth Records Processed	882	912
Death Records Processed		1,103	1,142	1,173
Voter Registration Records Processed		5,629	7,500	5,500
Passports Processed		284	260	300
Sets of City Council Minutes(includes study sessions, special meetings)		41	44	44
Sets of Planning Commission Minutes		25	25	25
Sets of Zoning Board of Appeals Minutes		14	12	12
Sets of Economic Development Corporation/Committees Minutes		12	12	12
Sets of Minutes for other various city Committees and Commissions such as Youth/Family, etc.		97	109	112
Absentee Ballots Issued		13,990	24,186	7,800
Council Agendas/Packets Prepared		25	27	27
No. of Elections Conducted		3	3	1
No. of Public Notices Published		141	135	135
No. of Documents Recorded		102	110	110
No. of Special Event Permits		35	35	37

# CITY CLERK

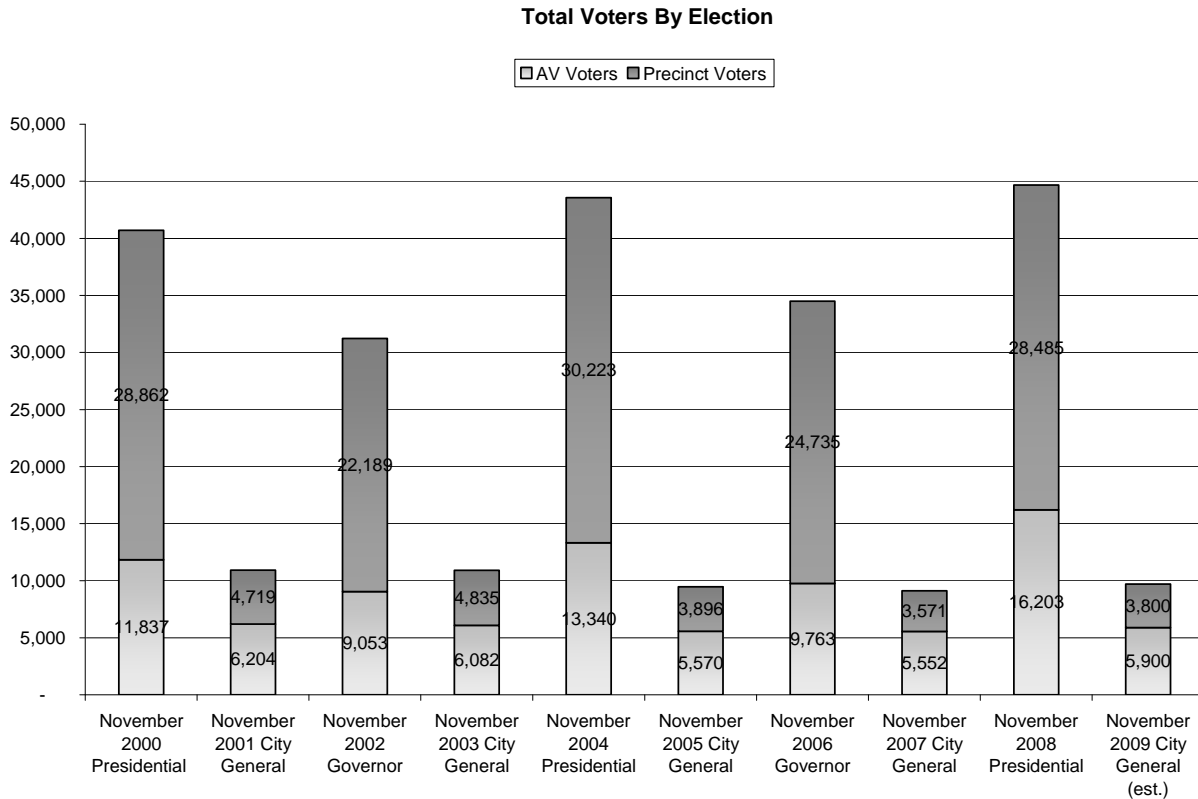


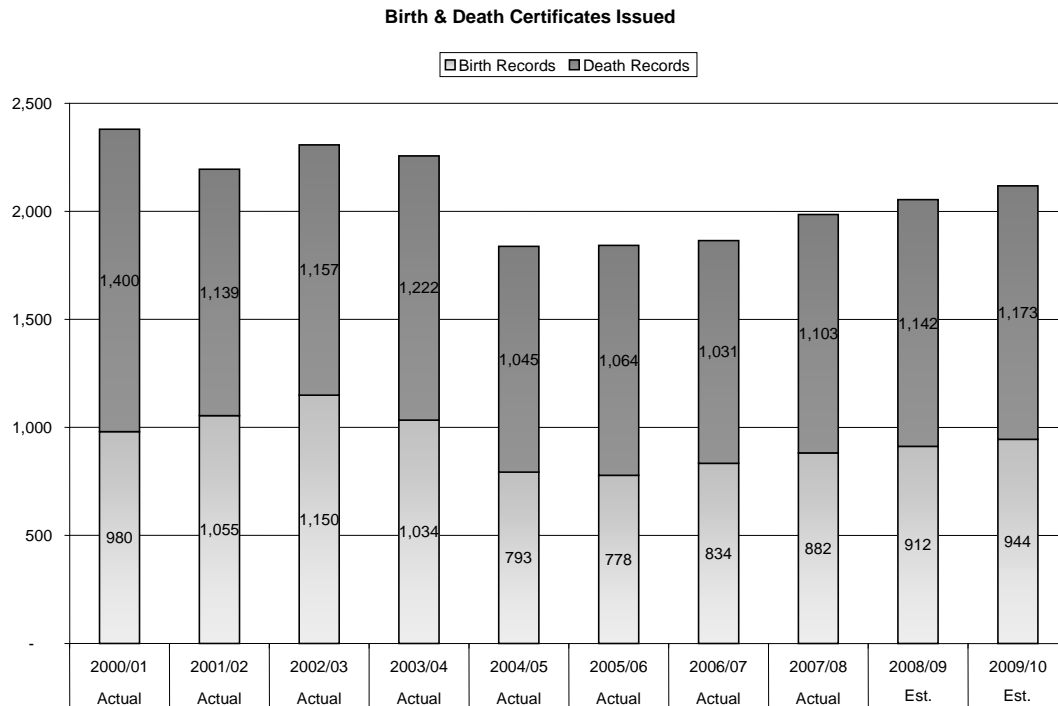
Total Full Time Equivalent [7.58]

### STAFFING LEVELS

Acct. 215	Title	Authorized Positions		Requested Positions	Authorized Positions
		07/08 Budget	08/09 Budget	09/10 Budget	09/10 Budget
<b>(010) Administrative and Clerical</b>					
	City Clerk	1	1	1	1
	Deputy Clerk	1	1	1	1
	Secretary to the Clerk	1	1	1	1
	Clerk Typist II	2	2	2	2
	Secretary	1	1	1	1
	Election Coordinator	1	1	1	1
	<b>Total</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>(038) Part Time (FTE)</b>					
	Part Time Election Help	1.77	1.86	0.08	0.58
	<b>Total</b>	<b>1.77</b>	<b>1.86</b>	<b>0.08</b>	<b>0.58</b>
<b>Department Total</b>		<b>8.77</b>	<b>8.86</b>	<b>7.08</b>	<b>7.58</b>

### KEY DEPARTMENTAL TRENDS





***SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR***

**SALARY & WAGES**

**038 Part-Time:** Reduced costs in the line item for scanning/imaging of documents. The clerks office is trying to accomplish as much imaging of old documents/records as possible in order to eliminate records/paper/files before move to new city hall office area.

**039 Election Workers:** Significantly reduced based on only having city election and deciding to run precinct with one less worker in each precinct than normal. 6 people are ideal and precinct flows better, however, in order to save money, one less person will be hired for each location.

**112 Overtime Account:** Adjusted for regular staff only – one election.

**OPERATING SUPPLIES**

**012 - Election Supplies Accounts** – This account has increased slightly; some supplies must be ordered for Aug/Nov. 2010 elections from this budget (prior to July, 2010) Our last fiscal year budget supplies was reduced as many supplies for the August and November 2008 Elections were purchased from the previous budget (07/08)

**013 – Election Exp. Reimbursement** – There will be no reimbursement for the Elections held in the 2009/10 fiscal year.

**PROFESSIONAL AND CONTRACTUAL**

**007 – Office Equipment Maintenance** – This account decreased as the State notified us they will pay for total maintenance of the M-100 units for 2009 and 50% percent of the costs in 2010. Budget is for other 50%. Note: The City will be responsible for all maintenance costs for the M-100 in 2011 as well as the Automark units in 2011 when the maintenance agreement for those machines expires.

**City Clerk**

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**012 – Codification** –Decreased as the City has determined to maintain the City Code electronically versus ordering hard copies of supplemental pages for each book.

**014, 078 – Legal fees and Recording Fees** – reduced from 08-09 budget; based on actuals.

DEPARTMENT NUMBER: 215

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(702) SALARIES &amp; WAGES</b>							
010	Administrative & Clerical	338,235	357,451	367,994	369,400	378,583	378,583
038	Part-time	29,464	25,155	45,800	34,500	17,520	17,520
039	Election Workers	78,268	67,231	98,500	117,704	28,995	28,995
106	Sick & Vacation	3,790	9,570	9,223	9,350	13,089	13,089
112	Overtime	9,555	13,637	23,400	28,300	10,500	10,500
200	Social Security	29,981	31,577	37,200	35,480	34,721	34,721
250	Blue Cross/Optical/Dental	58,324	56,312	76,133	62,250	67,801	67,801
275	Life Insurance	1,770	1,823	2,130	2,130	2,165	2,165
300	Pension - DC	0	5,999	6,264	6,640	6,838	6,838
305	Pension - DB	77,351	82,201	75,590	75,590	79,421	79,421
325	Longevity	18,106	18,954	19,749	19,938	21,753	21,753
350	Worker's Compensation	767	763	1,020	692	662	662
	Category Total	645,611	670,673	763,003	761,974	662,048	662,048
<b>(740) OPERATING SUPPLIES</b>							
001	Gas & Oil	1,908	2,467	3,100	2,600	2,200	2,200
002	Books & Subscriptions	249	276	250	0	50	50
008	Supplies	6,354	4,757	5,500	5,000	4,500	4,500
012	Election Supplies	22,553	41,438	14,160	16,400	19,700	19,700
013	Election Exp. Reimbursement	(34,847)	(63,432)	0	(2,100)	0	0
	Category Total	(3,783)	(14,494)	23,010	21,900	26,450	26,450

## City Clerk

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(801)</b>	<b>PROFESSIONAL &amp; CONTRACTUAL</b>						
001	Conferences & Workshops	2,700	4,644	4,700	4,700	4,700	4,700
002	Memberships & Licenses	569	585	705	715	455	455
004	Consultants	16,621	15,999	15,650	13,500	14,000	14,000
005	Fleet Insurance	900	750	825	825	825	825
006	Vehicle Maintenance	213	920	600	500	500	500
007	Office Equip. Maintenance	0	364	11,200	1,000	3,820	3,820
012	Codification	3,761	2,581	3,500	1,000	1,500	1,500
013	Education & Training	450	856	500	1,500	550	550
014	Legal Notices	11,252	9,659	12,000	10,500	10,500	10,500
015	Election Site Rentals	2,740	2,430	2,500	2,609	1,645	1,645
024	Printing Services	3,084	4,287	1,600	1,600	3,500	3,500
078	Recording Fees	1,157	1,076	2,000	2,000	1,500	1,500
	Category Total	43,447	44,151	55,780	40,449	43,495	43,495
	<b>DEPARTMENT TOTAL</b>	<b>685,275</b>	<b>700,330</b>	<b>841,793</b>	<b>824,323</b>	<b>731,993</b>	<b>731,993</b>





# 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, and other personnel related issues.

## GOALS

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

- To continue to effectively manage the HRIS software and encourage appropriate departmental utilization of the database. (2)
- Develop additional Standard Practice Policies to ensure uniform administration of policies, benefits and procedures. (8,9)
- To provide quality, efficient employee relations and personnel services to departments. (8)
- Recruit and hire the most qualified candidates using performance based criteria and equal opportunity. (8)
- To actively manage the benefit plans to maximize efficiency and maintain quality. To efficiently implement the new BCBS Healthy Blue Incentive program. (2)
- Maintain the Employee Safety Program and the careful administration of the worker's compensation program. 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)
- To work in partnership with employee groups to continue to provide a positive, productive and satisfying work environment.(8)
- Administer the Fit for Life program to encourage employees and spouses to maintain healthy lifestyles. (2,8)
- Maintain the intranet as a critical source of information to employees regarding their employment, benefits, policies and procedures.(2,8)
- Update job descriptions for all employee groups. (8)

**PERFORMANCE OBJECTIVES**

	<b>Performance Indicators</b>	<b>FY 2007/08 Actual</b>	<b>FY 2008/09 Projected</b>	<b>FY 2009/10 Estimated</b>
<b>Service Level</b>	Full-time new hires	15	8	6
	Part-time/seasonal new hires	154	60	70
	Full-time terminations	20	17	20
	Part-time/seasonal terminations	133	118	100
	Health Insurance Administration (including FT, COBRA and retirees)	529	530	530
	Applications received	1,526	375	400
	Salary changes processed	781	750	725
	Occupational injuries or illnesses	82	60	65
	Drivers license checks processed	337	200	200
	Criminal checks processed	311	180	180
	Compensation Reviews conducted	3	0	0
	Membership/Record changes processed	781	575	600
	Employee consultations	3,200	3,500	3,640
	Standard Practice Guide Policies Issued	0	2	2
<b>Efficiency</b>	Number of years awarded MML Lowest Modification Factor for Workers Compensation	15	16	17
	Average # work days to complete internal recruitment	91	67	50
	Average # work days to complete external recruitment	108	35	40
	% Labor grievances resolved before arbitration	100%	50%	100%
	Full-time employee turnover rate (excluding retirements)	1.5%	1.8%	2%
	% Minorities in Work Force	7%	7%	7.3%

**SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR**

**Salaries and Wages**

**112 – Overtime** - Elimination of overtime

**Operating Supplies**

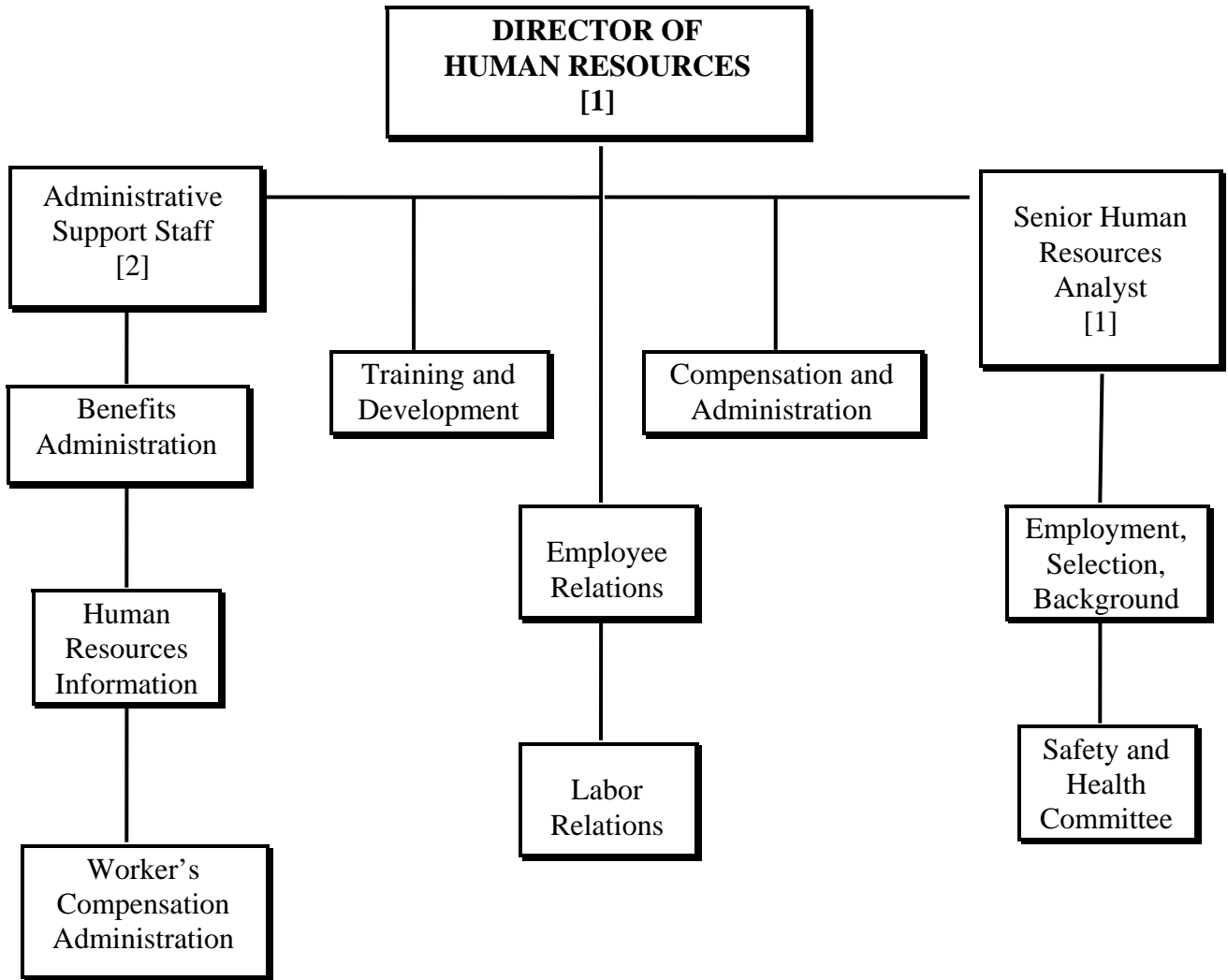
**004 – Personnel Advertising** – Decrease due to lower staff turnover.

**Professional & Contractual-**

**013 – Education and Training** – Increase for additional Employee training.

**026 – Physical Exams** – Elimination of pre-employment physicals and drug tests for temporary personnel

# HUMAN RESOURCES



**Total Full Time Equivalent  
[4.0]**

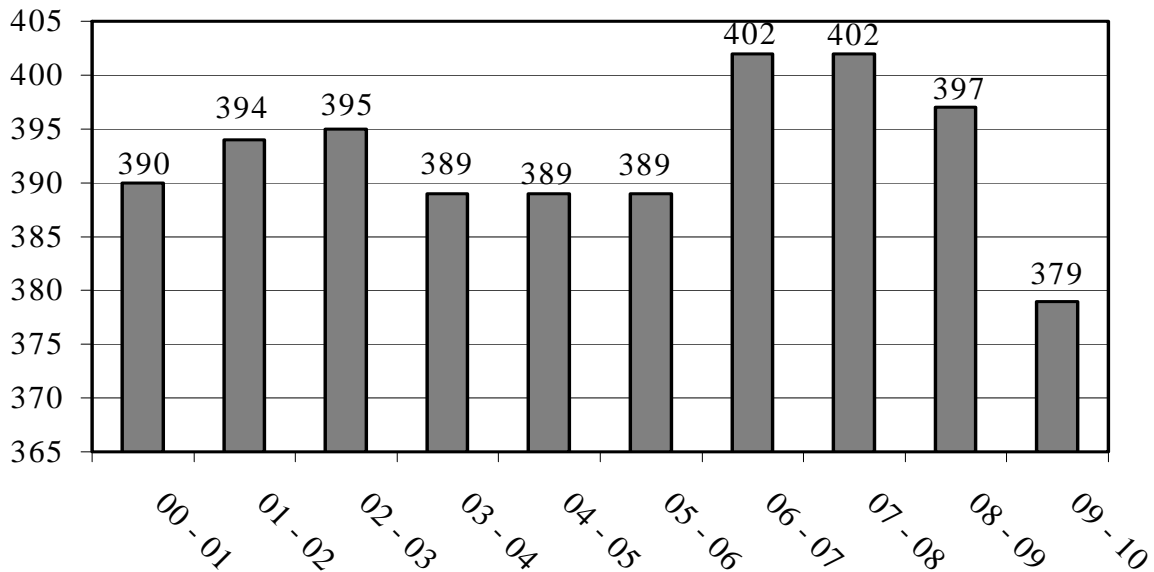
**Human Resources**

**STAFFING LEVELS**

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		07/08 Budget	08/09 Budget	09/10 Budget	09/10 Budget
<b>(010)</b>	<b>Administrative and Clerical</b>				
	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	0	1
	Administrative Specialist	0	0	0.50	0
		4	4	3.50	4
<b>(038)</b>	<b>Part Time (FTE)</b>	0	0	0.35	0
	<b>DEPARTMENT TOTAL</b>	<b>4</b>	<b>4</b>	<b>3.85</b>	<b>4</b>

**KEY DEPARTMENTAL TRENDS**

**FULL-TIME EMPLOYEES**



## Human Resources

DEPARTMENT NUMBER: 226

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(702) SALARIES &amp; WAGES</b>							
010	Administrative Salaries	242,397	254,775	262,263	263,200	271,257	271,257
038	Part-time	320	107	0	0	15,624	0
106	Sick & Vacation	2,685	4,044	0	0	0	0
112	Overtime	1,929	1,927	1,300	800	0	0
200	Social Security	18,851	19,744	20,568	20,568	22,693	21,498
250	Blue Cross/Optical/Dental	39,717	38,265	50,714	42,300	39,419	39,419
275	Life Insurance	1,504	1,598	2,031	2,031	2,082	2,082
300	Pension - DC	0	0	0	0	0	0
300	Pension - DB	49,174	60,323	55,222	55,222	58,383	58,383
325	Longevity	5,765	6,279	6,594	6,594	9,761	9,761
350	Worker's Compensation	475	468	595	406	444	420
	Category Total	362,817	387,530	399,287	391,121	419,663	402,820
<b>(740) OPERATING SUPPLIES</b>							
001	Gas & Oil	291	320	434	165	160	160
002	Books & Subscriptions	0	0	50	0	0	0
003	Personnel Testing	574	850	1,140	800	970	970
004	Personnel Advertising	5,967	3,031	3,500	2,000	500	500
008	Supplies	971	962	1,000	800	800	800
	Category Total	7,803	5,163	6,124	3,765	2,430	2,430
<b>(801) PROFESSIONAL &amp; CONTRACTUAL</b>							
001	Conferences & Workshops	2,819	4,088	2,515	2,515	3,215	3,215
002	Memberships & Licenses	603	665	700	730	555	555
004	Consultants/CDL	2,714	3,231	2,852	2,852	2,754	2,754
005	Fleet Insurance	900	750	750	750	825	825
013	Education & Training	11,796	444	1,000	0	5,000	5,000
024	Printing Services	1,342	460	400	400	200	200
025	Safety & Health Committee	1,038	1,600	1,676	1,350	1,050	1,050
026	Physical Exams	11,889	9,204	6,400	6,000	1,812	1,812
041	Auto Allowance	3,600	3,600	3,600	3,600	3,600	3,600
	Category Total	36,701	24,042	19,893	18,197	19,011	19,011
<b>DEPARTMENT TOTAL</b>		<b>407,321</b>	<b>416,735</b>	<b>425,304</b>	<b>413,083</b>	<b>441,104</b>	<b>424,261</b>

## CENTRAL SERVICES

### MISSION STATEMENT:

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

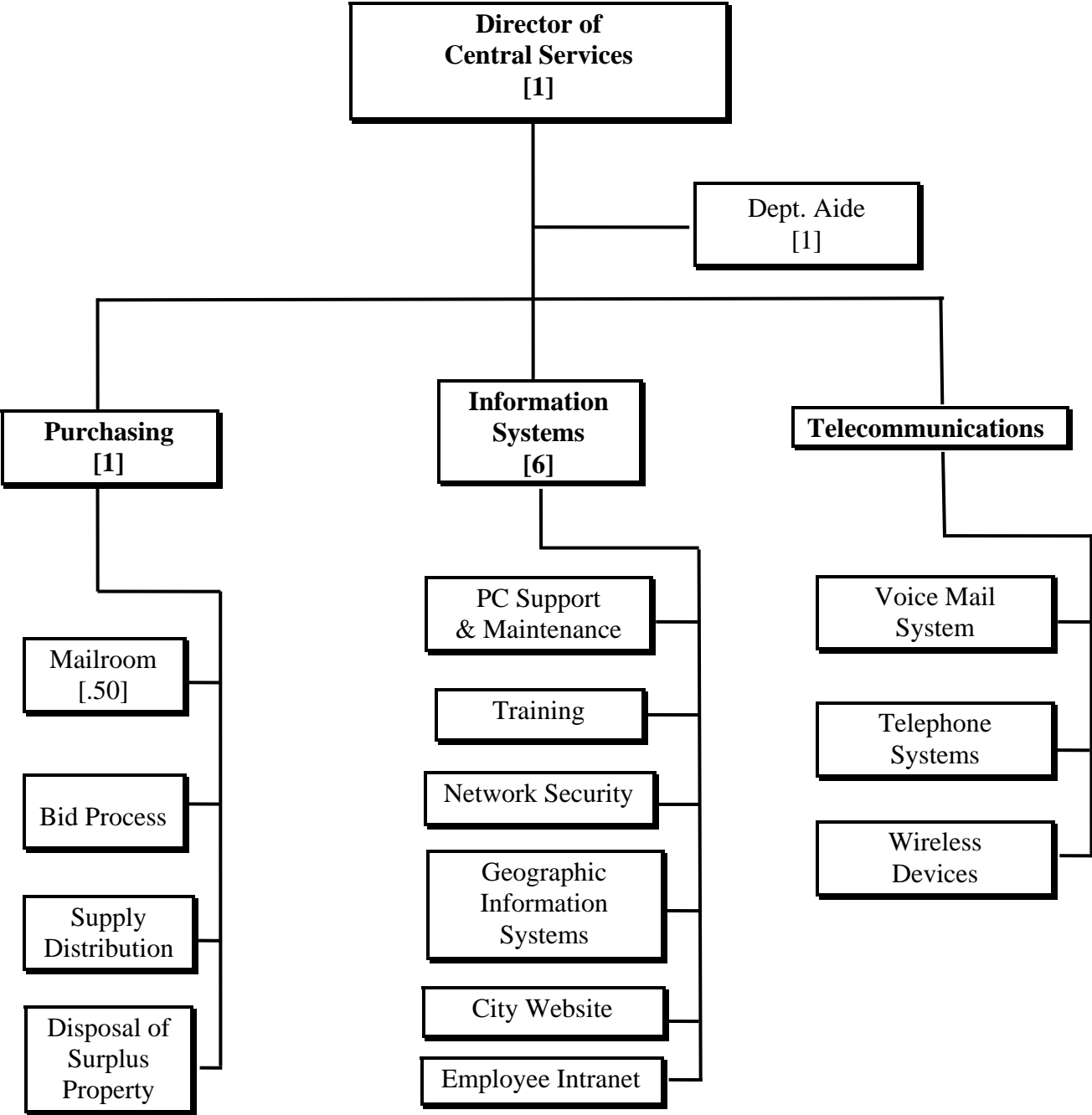
The Department of Central Services provides internal support for Information Technology, Purchasing, Mail Services and Telecommunications. Information Technology staff provides technical support and maintenance of information systems, telecommunications systems and GIS. Supplies and services are procured 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 on page 9.*

- 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)
- 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)
- Streamline work flow processes with technology. (2)

# CENTRAL SERVICES



Total Full Time Equivalent [9.50]

**STAFFING LEVELS**

Acct.	Title	Authorized Positions		Requested Positions	Authorized Positions
		FY 2007/08 Budget	FY 2008/09 Budget	FY 2009/10 Budget	FY 2009/10 Budget
<b>(010)</b>	<b>Administrative and Clerical</b>				
	Director of Central Services	1	1	1	1
	Senior Buyer	1	1	1	1
	Manager of Information Technology	1	1	1	1
	Information Systems Analyst II	3	3	3	3
	Information Systems Analyst I	1	1	0	1
	GIS Technician	1	1	1	1
	Aide	1	1	1	1
		<b>9</b>	<b>9</b>	<b>8</b>	<b>9</b>
<b>(038)</b>	<b>Part Time (FTE)</b>				
	Part time help	0.50	0.50	1.20	0.50
	Total	0.50	0.50	1.20	0.50
	<b>Department Total</b>	<b>9.50</b>	<b>9.50</b>	<b>9.20</b>	<b>9.50</b>

**PERFORMANCE OBJECTIVES**

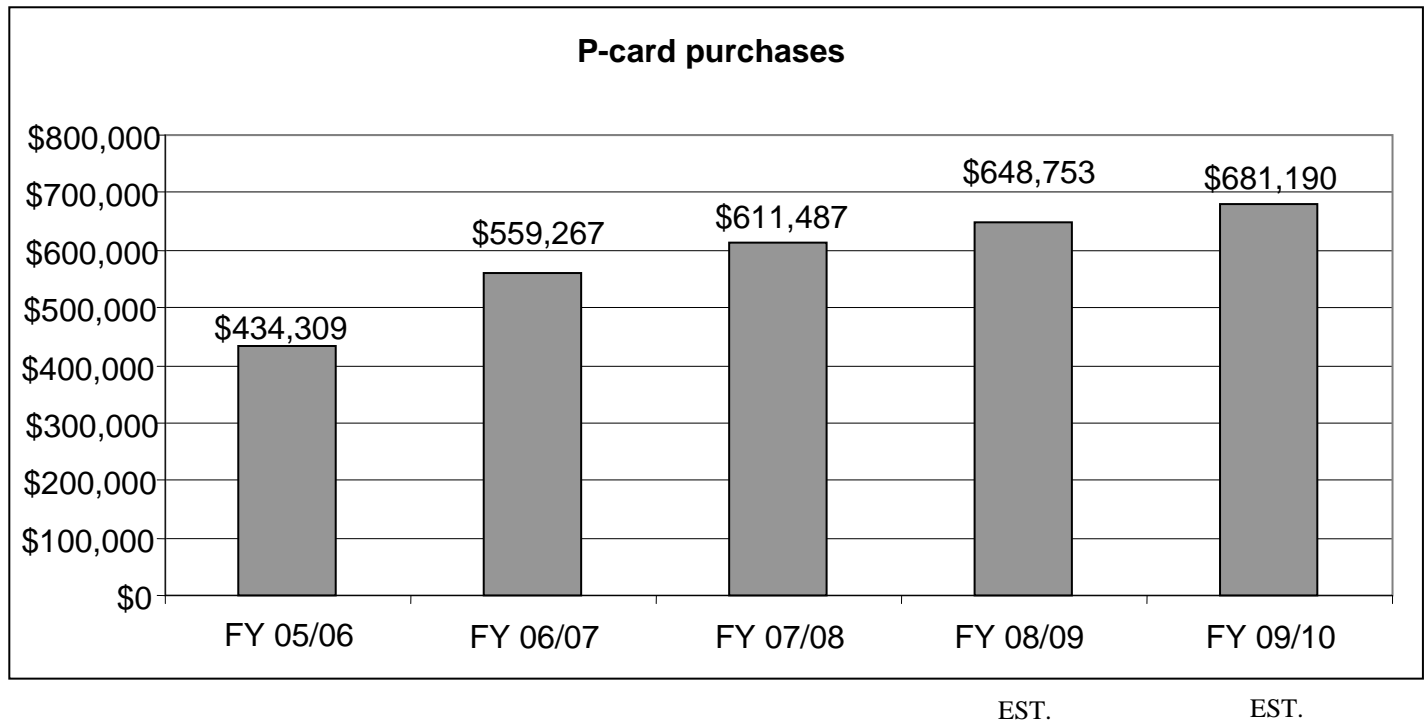
- Provide outstanding customer service.
- Replace networked PC's after four years of use.
- To promote the use of technology to improve efficiencies and the delivery of City services.
- To support end users in a timely and professional manner without secondary visits.
- Expand the use of the City website to disseminate information about the City.
- Implement pro-active contracts with multi year renewal capabilities.
- Eliminate redundancy of information and promote information sharing.
- Expand and promote cooperative purchasing.
- Support and maintain network to provide uninterrupted work for staff.
- Expand the networked telecommunication system to reduce costs and improve communications.
- Encourage and promote the use of existing software systems to their fullest capacity.

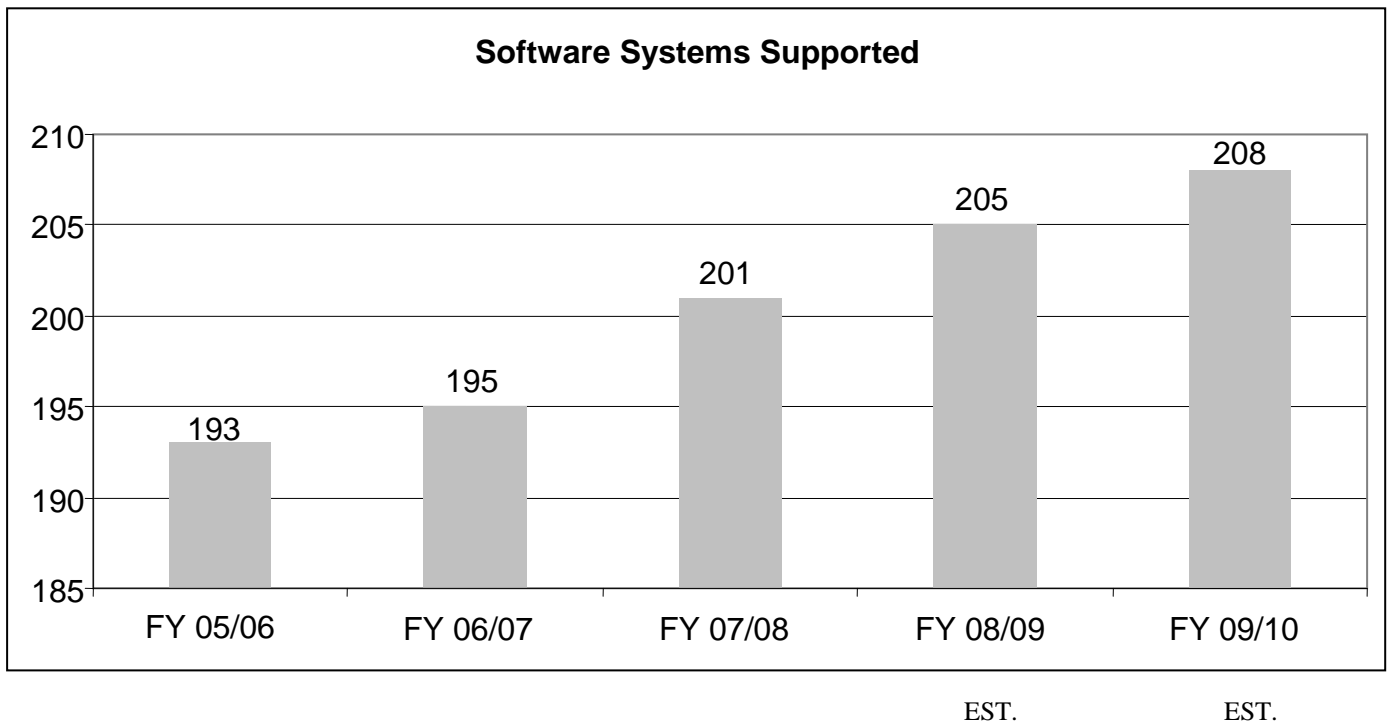
Service Level	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
		Software Systems Supported	201	205
	Software Training Classes Provided	20	22	25
	Computer Hardware Supported (PC's)	403	407	410
	Network Printers	65	67	70
	Desktop Printers	224	220	210
	Portable PC's Supported	47	50	53
	Servers Maintained	18	18	17
	Scanners	34	35	36
	PDA's	37	39	41
	Blackberry devices	13	21	25



	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
Service Level	Sealed Bids/RFP's Issued	77	75	85
	MITN e-Procurement members	39	43	44
	City Manager Reports	70	65	70
	Purchase Orders Issued	743	755	760
	Total Amount Purchased	\$9,666,528	\$9,725,009	\$9,850,000
	Outbound U.S. Mail Processed	189,906	245,000	190,000
	Bulk Mailings	55	70	58
	Purchasing Net Aggregate Savings	\$163,661	\$255,281	\$195,806
	Total Dollars purchased with p-card	\$611,487.27	\$648,753.29	\$681,190.00
	Total number of p-card transactions	4,109	4,200	4,400
	Total sold through MITN auction	\$200,276.65	\$225,318.14	\$240,000.00
	Number of items sold through MITN auction	243	306	400
Efficiency	Ratio of FTE's to PC's	.76:1	.77:1	.80:1
	Average Amount of Purchase Order	\$13,010.14	\$12,880.81	\$12,960.53
	Savings per \$1 expended	\$.017	\$.026	\$0.019
	Average p-card transaction	\$148.81	\$154.46	\$154.82

**KEY DEPARTMENTAL TRENDS**





## SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR

### Operating Supplies

**008** - Elimination of inkjet cartridges and printers

### Professional & Contractual

**002 – Memberships and Licenses** - Increases due to additional software maintenance agreements.

**007 – Office Equipment Maintenance** - Reduced.

## Central Services

DEPARTMENT NUMBER: 250

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(702) SALARIES &amp; WAGES</b>							
010	Administrative Salaries	563,426	594,966	615,045	617,235	634,246	634,246
038	Part-time	11,896	9,284	13,000	9,800	11,000	11,000
106	Sick & Vacation	8,412	10,849	8,400	14,000	8,000	8,000
112	Overtime	1,608	3,298	5,000	0	0	0
200	Social Security	43,918	46,590	50,232	49,000	48,500	48,500
250	Blue Cross/Optical/Dental	71,837	81,337	93,206	91,000	93,417	93,417
275	Life Insurance	2,928	3,144	3,881	3,881	3,968	3,968
300	Pension - DC	0	0	0	0	0	0
300	Pension - DB	114,720	139,814	129,451	129,451	136,693	136,693
325	Longevity	10,348	13,633	15,184	15,181	18,537	18,537
350	Worker's Compensation	1,101	1,092	1,322	1,100	1,000	1,000
	Category Total	830,194	904,007	934,721	930,648	955,361	955,361
<b>(740) OPERATING SUPPLIES</b>							
001	Gas & Oil	1,632	1,933	1,800	1,800	1,760	1,760
002	Books & Subscriptions	133	59	60	65	60	60
008	Supplies	2,431	2,760	3,000	2,400	1,450	1,450
	Category Total	4,196	4,752	4,860	4,265	3,270	3,270
<b>(801) PROFESSIONAL &amp; CONTRACTUAL</b>							
001	Conferences & Workshops	3,765	4,784	5,100	5,100	5,825	5,825
002	Memberships & Licenses	153,959	163,953	179,012	179,012	203,095	203,095
004	Consultants/Website Dev.	13,981	13,687	39,000	23,000	45,500	45,500
005	Fleet Insurance	900	900	825	825	825	825
006	Vehicle Maintenance	14	8	30	0	0	0
007	Office Equip. Maintenance	5,806	15,930	18,510	2,500	7,000	7,000
013	Education & Training	3,172	5,446	5,850	1,500	5,850	5,850
024	Printing Services	0	173	700	500	467	467
041	Auto Allowance	3,600	3,600	3,600	3,600	3,600	3,600
042	Mileage Reimbursement	0	0	135	0	0	0
	Category Total	185,197	208,481	252,762	216,037	272,162	272,162
<b>DEPARTMENT TOTAL</b>		<b>1,019,587</b>	<b>1,117,240</b>	<b>1,192,343</b>	<b>1,150,950</b>	<b>1,230,793</b>	<b>1,230,793</b>

## SUPPORT SERVICES

### **MISSION STATEMENT:**

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

This cost center provides support for the entire organization and accounts for all general costs that cannot be allocated to any one particular department.

Some of the highlights of this budget include City-wide beautification used to fund right-of-way tree plantings throughout the City on a "cost matching" basis. This budget funds such outreach events as Student Government Day. There are no employees in this budget.

### **SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR**

#### **Operating Supplies**

**034** – Publications for Resale – Decreasing due to prior years actual expenses.

**046** – City-Wide Beautification – Decreased due to budgetary constraints.

#### **Professional & Contractual**

**003** – Public Relations – Decreased due to completion of project 08/09.

**019** – General Liability – Increased due to no rebate from MMRMA in 09/10.

**999** – Tax Tribunal Refund – Increased due to increase in taxpayer disputes on property assessments.

DEPARTMENT NUMBER: 290

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(740)</b>	<b>OPERATING SUPPLIES</b>						
001	Gas & Oil Pool Cars	5,099	6,062	6,820	5,200	5,280	5,280
008	Miscellaneous Expense	21,976	18,154	25,294	28,300	20,000	20,000
014	Copier Supplies	6,335	6,376	5,800	5,800	5,800	5,800
034	Publications for Resale	282	461	8,800	8,000	500	500
046	City-Wide Beautification	60,713	40,382	75,000	60,000	37,500	37,500
	Category Total	94,405	71,435	121,714	107,300	69,080	69,080
<b>(801)</b>	<b>PROFESSIONAL &amp; CONTRACTUAL</b>						
002	Membership & Licenses	375	0	0	0	0	0
003	Public Relations	36,011	63,572	79,682	79,682	54,000	54,000
004	Consultants	132,981	10,964	25,000	22,000	20,000	20,000
005	Fleet Insurance	10,800	9,000	9,900	9,900	9,900	9,900
006	Vehicle Maintenance	4,795	2,935	5,000	4,500	5,000	5,000
007	Office Equip. Maintenance	1,886	1,953	2,750	2,000	4,050	4,050
008	Homeland Security Consultant	284	0	0	0	0	0
015	Copier Rental	19,212	21,840	40,973	42,000	40,152	40,152

## Support Services

Acct.		2006/07	2007/08	2008/09	2008/09	2009/10	2009/10
No.	Category and Line Item	Actual	Actual	Budgeted	Estimated	Proposed	Adopted
016	Phone Expense	149,139	146,542	188,600	180,000	184,600	184,600
018	Postage & Machine Rental	127,281	124,518	157,100	153,000	160,000	160,000
019	Gen. Liability & Contents	450,761	641,426	750,000	670,000	825,000	825,000
020	Liability Claims Settlement	0	0	5,000	0	0	0
024	Printing Services	3,645	5,043	23,484	15,000	5,000	5,000
050	Overhead Lighting Utilities	99,908	96,668	110,000	145,000	145,000	145,000
082	Unemployment Compensation	55,290	28,253	65,000	65,000	85,000	85,000
083	Disability Funding	10,002	11,282	10,000	20,000	20,000	20,000
084	Pest Abatement	17,364	15,750	18,000	12,000	18,000	18,000
085	Cobra Insurance	6,090	59	0	0	0	0
086	Health IBNR	126,000	0	50,000	50,000	50,000	50,000
087	Wellness Program	0	11,331	13,000	8,000	13,000	13,000
996	Reduction of UAAL	2,000,000	0	0	0	0	0
998	Disaster Emergency Fund	2,997	3,367	3,000	2,000	3,000	3,000
999	Tax Tribunal Refunds	65,307	255,360	250,000	250,000	350,000	350,000
	Category Total	<u>3,320,128</u>	<u>1,449,863</u>	<u>1,806,489</u>	<u>1,730,082</u>	<u>1,991,702</u>	<u>1,991,702</u>
<b>(970)</b>	<b>CAPITAL OUTLAY</b>						
002	Office Equipment	6,305	0	0	0	0	0
015	Vehicles	27,562	0	0	0	0	0
020	Equipment	1,555	0	0	0	0	0
036	Building Improvement	0	0	0	0	0	0
055	Land Acquisition	0	377	0	0	0	0
	Category Total	<u>35,422</u>	<u>377</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<b>DEPARTMENT TOTAL</b>	<u><b>3,449,955</b></u>	<u><b>1,521,675</b></u>	<u><b>1,928,203</b></u>	<u><b>1,837,382</b></u>	<u><b>2,060,782</b></u>	<u><b>2,060,782</b></u>

## INTERFUND TRANSFERS

In accordance with generally accepted accounting principles, the Interfund Transfers section of the budget centralizes all transfers and operating subsidies for various funds.

The Interfund Transfer function provides a budget appropriation for the City's General Fund contribution to the Ice Arena due to a projected shortfall in unrestricted net assets and a contribution to the Capital Improvement Fund for a future municipal building improvement.

DEPARTMENT NUMBER: 299

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(801) PROFESSIONAL &amp; CONTRACTUAL</b>							
<b>TRANSFERS FROM OPERATING BUDGET</b>							
202	To Major Road Construction	100,000	0	0	0	0	0
590	To Ice Arena	170,000	125,000	150,000	225,000	170,000	170,000
404	To Capital Improvement Fund:						
	Municipal Improvement	0	3,000,000	2,500,000	2,500,000	2,500,000	2,500,000
	Total Operating Budget	270,000	3,125,000	2,650,000	2,725,000	2,670,000	2,670,000
<b>DEPARTMENT TOTAL</b>		<b>270,000</b>	<b>3,125,000</b>	<b>2,650,000</b>	<b>2,725,000</b>	<b>2,670,000</b>	<b>2,670,000</b>

## PUBLIC SAFETY SUMMARY

DIV. NO.	Category and Line Item	2006/07 Actual Expenditures	2007/08 Actual Expenditures	2008/09 Adopted Budget	2008/09 Estimated Expenditures	2009/10 Proposed Budget	2009/10 Adopted Budget
<b>PUBLIC SAFETY:</b>							
300	Police	16,244,653	16,907,777	17,991,248	17,711,821	17,429,882	17,431,123
337	Fire	5,397,215	5,573,072	5,633,424	5,528,019	5,290,368	5,290,368
<b>TOTAL PUBLIC SAFETY</b>		<b>21,641,868</b>	<b>22,480,849</b>	<b>23,624,672</b>	<b>23,239,840</b>	<b>22,720,250</b>	<b>22,721,491</b>



# 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.*

The year 2008 proved to be relatively flat in terms of crime statistics and activities. “Group A” offenses, the 21 crimes which most affect quality of life, increased by 3.4%. The City again experienced no homicides in 2008, as was the case in the two previous years. Of note are Robberies and Forcible Sex Offenses, each of which declined over 14%. Larcenies increased by 16%. “Group B” offenses, the next 12 most serious crimes experienced a 2.6% decrease. Non-violent Family Offenses and Obstruct/Escape offenses, each reduced by about 18%. State and Local Offenses and Local Ordinance Violations showed increases. “Group C” incidents, which consist of numerous minor traffic/criminal offenses and many non-criminal called-for-services, decreased by 1.1%. Overall, crimes/activities in Groups A, B and C decreased by .5% from 2007 totals.

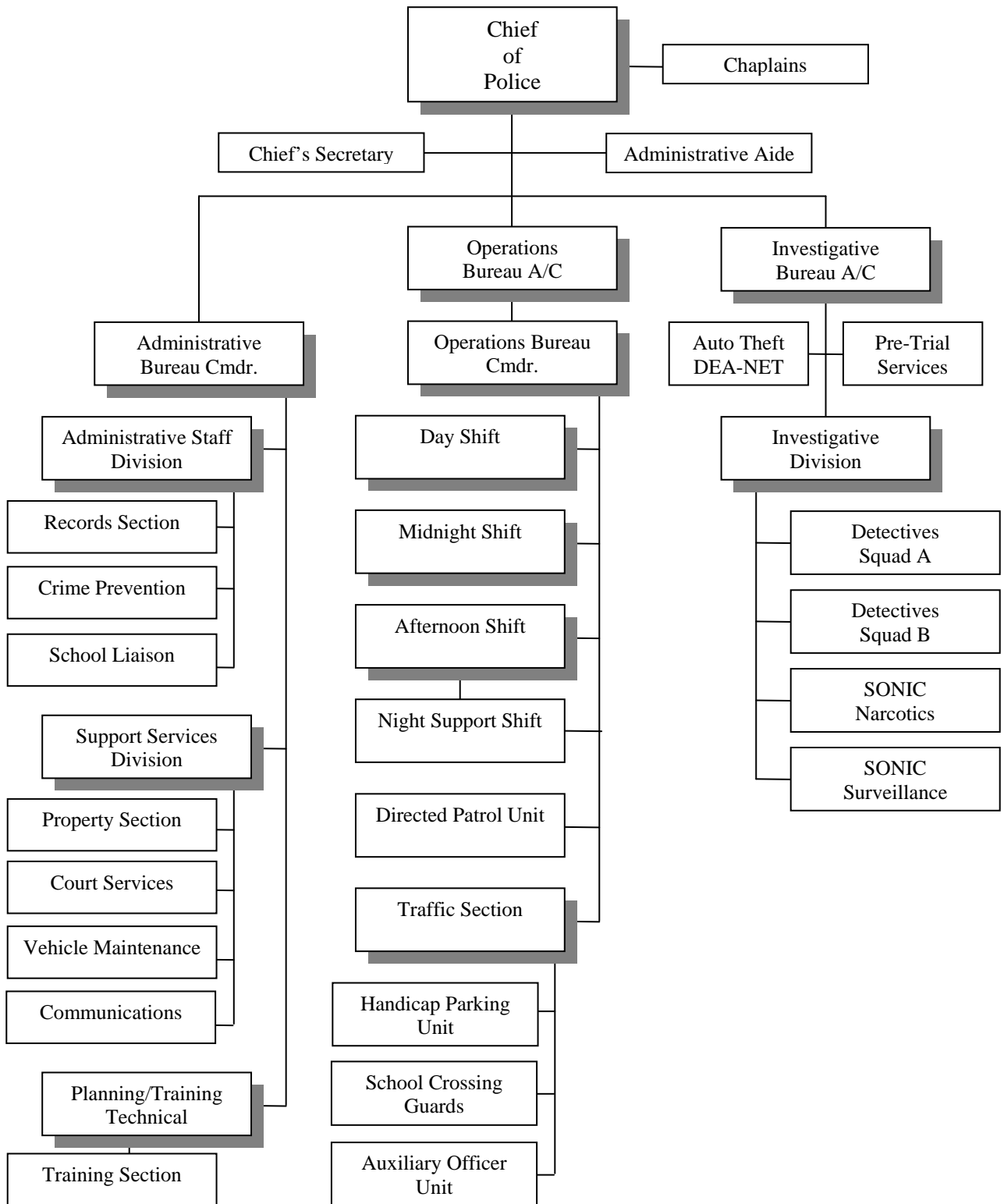
## GOALS

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

- Enhance police department radio communications through implementation of the 800 MHz radio system. (1,3)
- Continue the overall trend of reducing the incidence of crime, thereby increasing the quality of life for City residents. (3,13)
- Begin deployment of, and overall changeover to, a less expensive, more fuel efficient police patrol car fleet. (2,3)
- Enhance officer vehicle operation safety and, thereby, reduce overall crash repair costs and officer injuries. (2,3,8)
- Increase the ability to gather, analyze and effectively utilize crime trend information. (3,12,13)
- Increase the use of electronic document sharing, imaging and storage capability, thereby becoming more efficient and *green*. (2,10)
- Continue cross-training of civilian staff, thereby becoming more efficient, toward doing more with less. (2,8)
- Enhance officers’ investigative and report writing abilities through greater exposure to the investigative process. (8)
- Provide officers with the opportunity to work with outside agencies, such as courts and prosecutor’s offices, as part of the new hire orientation process. (8)
- Gain greater compliance with handicap parking laws through expansion of the Handicap Parking Enforcement Program. (3,12)
- Improve accident investigation and reconstruction abilities through the application of computerized investigative software. (2,3)



# POLICE DEPARTMENT



**PERFORMANCE OBJECTIVES**

- Complete implementation of the 800 MHz inter-operable Open Sky radio system, adopt use procedures consistent with County objectives, obtain ancillary equipment and train personnel in radio system use.
- Continue to effectively deploy the Directed Patrol Unit, plain clothes surveillance and narcotics units, and uniformed Patrol Division assets, as a means to further reduce serious crime.
- Deploy 11 Chevrolet Impala marked patrol cars as a step toward reducing initial purchase costs and becoming more fuel efficient.
- Enhance officer emergency vehicle operation safety, reducing crashes and injuries, through completion of a state recognized Emergency Vehicle Operations precision driving course.
- Enhance current abilities to gather, distill and distribute crime trend information by further training Crime Prevention Section staff in crime analysis techniques.
- Increase the electronic sharing and storage of documents through the use of technology to scan department documents and contribute files to the City's overall document imaging effort.
- Enhance the effort to maintain services while facing personnel reductions by cross training the civilian staff throughout the department, working toward maintaining vital internal and public services.
- Create a temporary Investigative Bureau assignment, to which an officer would be assigned for four months, in order to gain a greater understanding of down-stream investigative processes, which will result in higher quality initial investigations conducted by responding patrol officers.
- Create a five-day Investigative Bureau training and orientation period, completed at the time of initial officer hire, allowing new officers to gain a better working understanding of criminal justice agencies outside the police department.
- Train private security officers to enforce selected parking laws on their employers' properties, thereby gaining greater compliance with handicap parking enforcement laws.
- Utilize Crash Data Retrieval technology to better investigate and more accurately reconstruct fatal and serious injury traffic crashes.

**Police Department**

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**STAFFING LEVELS**

Acct.	Title or Position	Authorized		Requested	Authorized
		Positions		Positions	Positions
300		07/08	08/09	09/10	09/10
		Budget	Budget	Budget	Budget
<b>(010)</b>	<b>Administrative &amp; Clerical</b>				
	Chief of Police	1	1	1	1
	Administrative Aide to the Chief of Police	0	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
	Subpoena Service Officer	1	1	1	1
	Secretary	4	4	3	4
	Clerk Dispatcher	9	9	7	7
	Teleprocessing Coordinator	1	1	1	1
	Teleprocessing Operator	2	2	1	2
	Clerk Typist II	5	5	5	4
	Clerk Typist I	1	1	0	1
	Community Service Officers	1	1	1	1
	Crime Prevention Technicians	2	2	1	1
	Administrative Secretary	3	2	2	2
	Traffic Technician	1	1	1	0
	Records Section Coordinator	1	1	1	1
	Support Services Specialist	1	1	1	1
	<b>Total</b>	<b>38</b>	<b>38</b>	<b>32</b>	<b>33</b>
<b>(017)</b>	Assistant Chiefs	3	3	3	3
<b>(018)</b>	Commanders	2	2	2	2
<b>(019)</b>	Lieutenants	8	8	8	8
<b>(020)</b>	Sergeants	14	15	15	15
<b>(021)</b>	Police Officers	71	71	64	67
<b>(023)</b>	Cadets	8	6	6	6
<b>(050)</b>	Auxiliary Officers (FTE)	0.02	0.02	0.03	0.03
<b>(051)</b>	Crossing Guards (FTE)	1.25	1.19	1.22	1.22
<b>(038)</b>	Part-time (Dispatch & Clerical) (FTE)	9	5.52	6.79	7.29
	<b>Total</b>	<b>116.27</b>	<b>111.73</b>	<b>106.04</b>	<b>109.54</b>
<b>Total</b>		<b>154.27</b>	<b>149.73</b>	<b>138.04</b>	<b>142.54</b>

## Police Department

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		07/08 Budget	08/09 Budget	09/10 Budget	09/10 Budget
<b>705 PUBLIC SAFETY MILLAGE</b>					
<b>(010) Administrative &amp; Clerical</b>					
	Communications Supervisor (Civilian)	1	1	1	1
	Dispatchers	5	5	5	5
		6	6	6	6
<b>(020)</b>	Sergeant	1	1	1	1
<b>(021)</b>	Police Officers	20	20	19	19
	<b>Total</b>	<b>27.00</b>	<b>27.00</b>	<b>26.00</b>	<b>26.00</b>
	<b>DEPARTMENT TOTAL</b>	<b>181.27</b>	<b>176.73</b>	<b>164.04</b>	<b>168.54</b>

Service Level	Performance Indicators	2007 Actual	2008 Actual	2009 Projected
		Neighborhood Watch Groups	149	167
	Speech Requests	168	152	163
	False Alarm Fees Collected	\$51,435	\$37,140	\$26,497
	Report Copy Requests	<b>*2,885</b>	2,945	2,524
	Pistol Permits Issued	537	1183	724
	Investigative Division Cases	4,199	4,652	4,279
	Investigative Division Arrest Warrants	619	546	506
	Investigative Division Juvenile Petitions	199	211	183
	Fire Service Calls	7,011	7,060	7,131
	Adults Arrested	3,823	3,693	3,935
	Juveniles Arrested	190	201	213
	O.U.I.L. Arrests	329	312	326
	Traffic Violations Issued	19,754	16,310	17,004
	Graduating T.H.I.N.K. Students - 5th Grade	1,039	984	939
	Dispatched Runs	38,216	37,975	38,691
	Group A Crimes per 1,000 Population	49.50	51.89	50.13
	Group B Crimes per 1,000 Population	16.26	18.53	19.82
	Villages of Franklin & Bingham Farms Runs	2,581	2,598	2,562
	Burglaries-residential	241	243	228
	Burglaries-commercial	131	101	110
	Robberies	28	24	26
	Moving Violations	10,580	8,474	10,496
	Non-Moving Violations	9,174	7,836	9,351

## Police Department

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Efficiency	Residential Burglaries/1,000 Housing Units	6.77	6.86	6.02
	Cases Closed	4,065	4,450	4,625
	Average Response Time to Primary Calls (Group A Crimes)	5.8	6.5	6.1

**\*Data correction for 2007.**

\*With the introduction of the CLEMIS NetRMS on 01/04/06, many cases previously classified as “inactive” may now be classified “closed” for case management purposes.

The NetRMS utilizes the Michigan Incident Crime Reporting (MICR) and may result in different classifications for reported offenses shifting some offenses into different crime groups.

### **SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM THE PRIOR YEAR**

#### **Cost Reimbursement - 700**

**213 – Forfeiture Reimbursement–OT** – Funding for a portion of Police overtime coming from Forfeiture Funds.

#### **Salaries & Wages - 702**

**010 - Administrative & Clerical** - The requested amount reflects a reduction in staffing by one dispatcher and two clerical.

**021 – Patrol** - The requested amount is the result of vacating four sworn police officer positions.

#### **Operating Supplies - 740**

**002 - Books & Subscriptions** -This reduction is the result of transferring a significant portion of this obligation to the Federal Forfeiture Fund.

**003 - Personnel Testing**-This reduction is the result of no promotional testing process being undertaken during the fiscal year.

**008 – Supplies** - This reduction is the result of transferring a significant portion of this obligation to the Local and Federal Forfeiture Funds; 740-008 titled Drug Education.

**018 - Ammunition & Weapons** - This reduction is the result of transferring a significant portion of this obligation to the Local and Federal Forfeiture Funds.

**019 - Uniforms & Equipment** - This reduction is the result of transferring a significant portion of this obligation to the Federal Forfeiture Fund primarily, with a smaller transfer to the Local Forfeiture Fund.

**040 – Miscellaneous** - This reduction is the result of transferring a significant portion of this obligation to the Federal Forfeiture Fund primarily, with a smaller transfer to the Local Forfeiture Fund.

#### **Professional & Contractual - 801**

**005 - Fleet Insurance** - This reduction is based on a lower cost of insuring police vehicles.

**006 - Vehicle Maintenance** - This reduction is the result of transferring a significant portion of this obligation, primarily vehicle conversion costs, to the Local Forfeiture Fund.

**008 - Firearms Range Maintenance** - This reduction is the result of reducing the requested amount to \$5,000 then transferring the entire obligation to the Federal Forfeiture Fund.

**009 - In-Car Camera Maintenance** - This line items funds repairs to in-car cameras which were not covered by the original manufacturer’s warranty. That original warranty expires in FY 09/10, therefore a maintenance contract is necessary. The amount of \$27,200 was loaded into the Federal Forfeiture Fund to cover this contract.

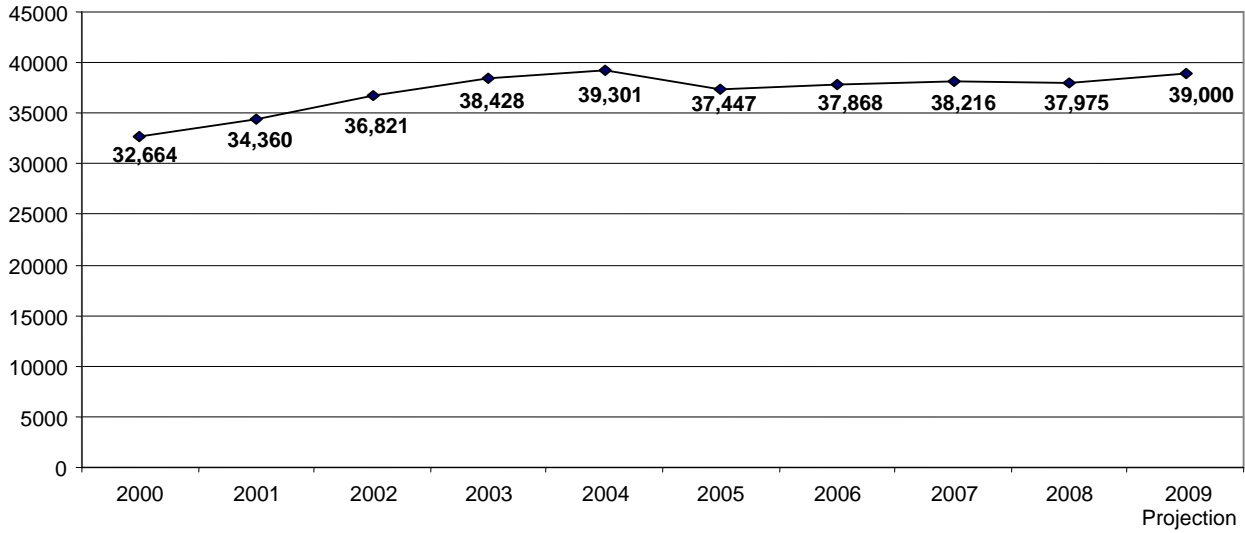
**016 – Telephone Expense** – Decrease due to actual costs more in line with new pricing.

**024 - Printing Services** - This line item’s amount was reduced due to the police department converting to an E-traffic ticket form system and an E-traffic accident form system, thereby reducing hard copy printing expenses.

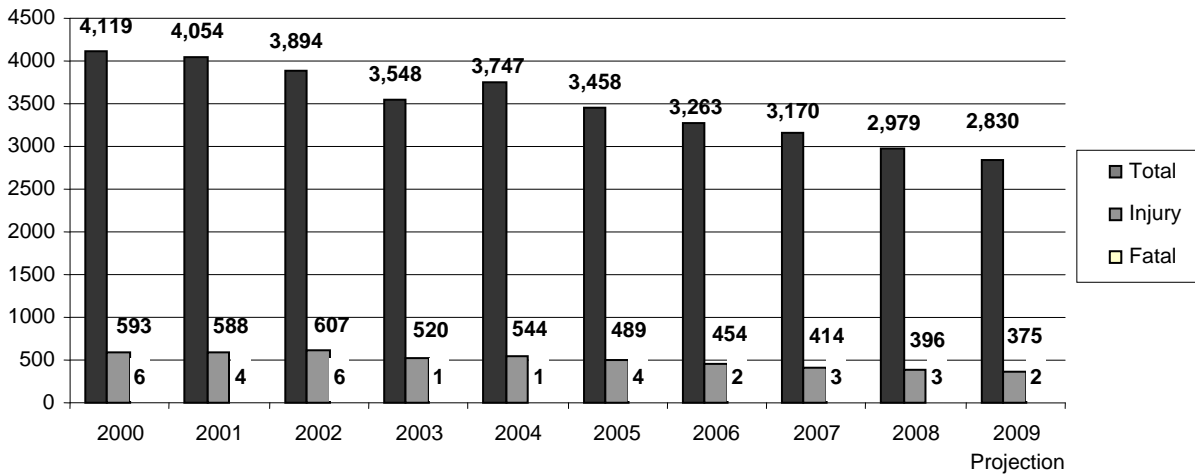
**097 - Live Scan** - This reduction is the result of transferring the entire obligation to the Federal Forfeiture Fund, 801-007 titled Office Equipment Maintenance.

**KEY DEPARTMENT TRENDS**

**Total Dispatched Runs**

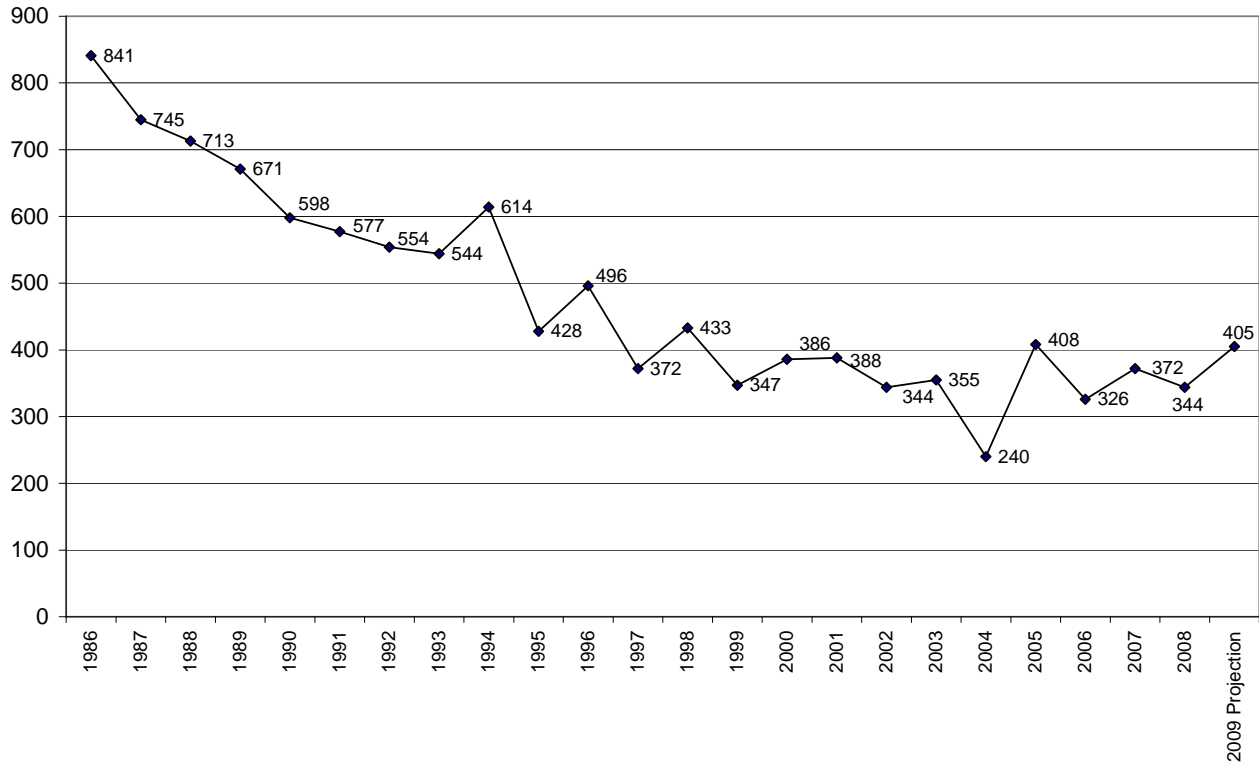


**Total Traffic Accidents**

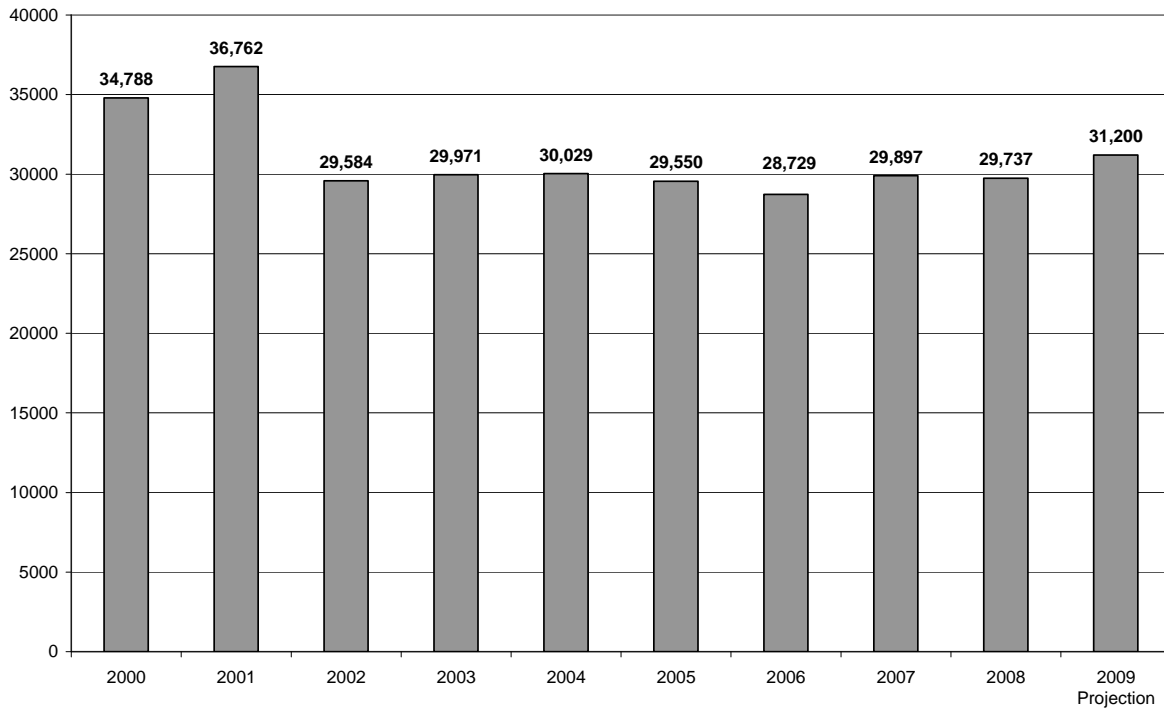


**Police Department**

**Total Commercial & Residential Burglaries**



**Total Reported Incidents**



## Police Department

DEPARTMENT NUMBER: 300

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(700)</b>	<b>COST REIMBURSEMENT</b>						
205	Public Safety Millage	(2,648,215)	(2,947,042)	(3,153,689)	(3,058,715)	(3,083,008)	(3,083,008)
213	Forfeiture Reimbursement-OT	0	0	0	0	(105,785)	(105,785)
400	School Reimbursement	(71,643)	(73,793)	(76,007)	(73,793)	(78,287)	(78,287)
	Category Total	(2,719,858)	(3,020,835)	(3,229,696)	(3,132,508)	(3,267,080)	(3,267,080)
<b>(702)</b>	<b>SALARIES &amp; WAGES</b>						
010	Administrative & Clerical	1,631,266	1,651,865	1,713,168	1,658,500	1,636,371	1,549,851
017	Assistant Chiefs	274,023	259,417	193,804	194,500	199,618	199,618
018	Commanders	174,772	180,676	185,414	186,000	190,976	190,976
019	Lieutenants	633,390	654,848	668,824	674,000	688,889	688,889
020	Sergeants	1,019,742	1,127,158	1,150,838	1,161,900	1,185,354	1,185,354
021	Patrol	4,220,493	4,297,140	4,462,566	4,500,400	4,497,214	4,497,214
023	Cadets	200,646	188,739	187,546	151,000	130,918	194,454
038	Part-time	257,907	249,145	220,000	271,277	282,931	307,779
041	Court Time	165,569	177,045	190,850	204,165	210,290	210,290
042	Holiday Pay	354,146	372,992	381,094	380,213	385,714	383,372
050	Auxiliary Pay	1,029	698	540	540	700	700
051	Crossing Guards	22,067	21,728	27,126	22,616	25,400	25,400
106	Sick/Personal Leave	189,272	244,704	280,236	240,000	240,000	240,000
112	Overtime	348,983	334,187	391,525	423,891	422,628	422,628
115	Grant - Dispatch Training wages	2,999	0	0	0	0	0
116	OHSP youth Alcohol Grant	4,598	6,711	0	0	0	0
200	Social Security	756,177	778,904	802,000	773,000	814,000	813,711
250	Blue Cross/Optical/Dental	1,444,537	1,516,098	1,810,852	1,710,000	1,831,167	1,832,661
275	Life Insurance	18,197	18,211	21,241	21,241	19,656	19,701
300	Pension - DC	0	18,888	22,055	34,300	34,955	38,598
305	Pension - DB	2,545,487	2,790,248	3,042,697	3,042,697	2,888,864	2,888,864
325	Longevity	499,400	525,849	555,000	533,928	550,000	546,687
350	Worker's Compensation	82,970	86,306	117,647	89,000	77,878	78,017
	Category Total	14,847,670	15,501,557	16,425,023	16,273,168	16,313,523	16,314,764
<b>(705)</b>	<b>PUBLIC SAFETY MILLAGE</b>						
010	Administrative & Clerical	253,362	260,053	293,904	288,648	307,976	307,976
020	Sergeants	73,283	75,929	76,695	77,950	78,996	78,996
021	Patrol	1,150,611	1,249,394	1,291,480	1,286,000	1,279,173	1,279,173
041	Court Time	58,649	59,531	63,426	76,280	78,569	78,569
042	Holiday Pay	67,642	79,357	83,226	78,898	83,244	83,244
106	Sick/Personal/Vacation	13,356	35,464	2,160	8,742	8,776	8,776
112	Overtime	97,895	118,649	110,960	102,400	105,471	105,471
200	Social Security	133,803	146,445	150,282	150,200	153,014	153,014
250	Blue Cross/Optical/Dental	256,102	284,756	402,364	320,000	373,810	373,810
275	Life Insurance	2,888	2,880	3,225	3,225	3,075	3,075
300	Pension - DC	0	9,207	17,388	16,000	11,946	11,946
305	Pension - DB	471,096	519,717	542,727	542,727	525,002	525,002
325	Longevity	36,521	43,819	42,616	43,872	57,956	57,956
350	Worker's Compensation	14,694	16,381	22,591	16,000	16,000	16,000
	Category Total	2,629,902	2,901,582	3,103,044	3,010,942	3,083,008	3,083,008



## Police Department

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(740)</b>	<b>OPERATING SUPPLIES</b>						
001	Gas & Oil	215,218	268,090	310,000	253,000	233,200	233,200
002	Books & Subscriptions	3,898	3,274	2,998	2,998	655	655
003	Pers. Testing & Advert.	12,758	6,230	15,275	15,275	5,300	5,300
008	Supplies	96,935	82,857	105,356	100,000	51,060	51,060
011	Rental Equipment	16,485	16,731	16,184	16,601	17,493	17,493
018	Ammunition & Weapons	20,863	10,808	28,658	28,658	2,470	2,470
019	Uniforms/Uniform Equip.	92,124	68,748	108,988	108,988	66,935	66,935
040	Miscellaneous Expense	12,234	12,053	20,460	20,460	9,845	9,845
041	Over and Short	(9)	(112)	0	0	0	0
	Category Total	470,506	468,679	607,919	545,980	386,958	386,958
<b>(801)</b>	<b>PROFESSIONAL &amp; CONTRACTUAL</b>						
001	Conferences & Workshops	3,119	3,412	5,993	5,993	5,948	3,798
002	Memberships & Licenses	2,918	2,967	4,500	4,500	3,660	3,660
005	Fleet Insurance	84,150	72,400	77,400	77,400	58,250	58,250
006	Vehicle Maintenance	101,699	114,055	109,062	105,500	86,200	86,200
007	Office Equip. Maint.	25,943	32,869	39,525	39,525	35,400	35,400
008	Firearms Range Maint.	42	375	6,000	6,000	0	0
009	In-Car Camera Maint.	7,804	228	2,000	2,000	0	0
013	Education & Training	47,245	48,670	53,000	53,000	47,530	47,530
014	State Act 302 Training	37,446	25,060	27,500	27,500	27,500	27,500
015	State Act 32 Training	14,628	324	8,970	8,970	8,970	8,970
016	Telephone Expense	79,625	67,595	92,000	49,421	56,360	56,360
023	Data Processing	62,060	63,692	68,040	68,040	69,800	69,800
024	Printing Services	16,435	13,422	17,500	17,500	10,720	10,720
026	Physical Examinations	2,857	1,288	3,150	2,000	2,325	2,325
027	Vehicle Radio Maint.	27,918	21,182	36,082	28,000	35,200	35,200
028	Prisoner Care	17,885	20,215	22,550	22,550	23,050	23,050
029	Building Maintenance	17,670	21,851	20,900	20,900	21,060	21,060
041	Auto Allowances	18,000	18,000	18,000	18,000	18,000	18,000
043	Auto Washing	10,622	8,728	10,000	9,000	10,000	10,000
044	Towing	680	409	300	300	300	300
056	Utilities	92,023	98,591	113,190	113,190	125,000	125,000
065	Uniform Cleaning	25,866	25,759	30,000	27,000	30,000	30,000
070	Crime Prevention	6,112	6,354	7,750	7,750	4,250	4,250
097	Live Scan Application	0	14,528	16,000	15,000	0	0
098	Polygraph/DNA Services	2,078	2,458	3,500	3,500	2,500	2,500
	Category Total	704,825	684,432	792,912	732,539	5679,873	679,873
<b>(970)</b>	<b>CAPITAL OUTLAY</b>						
001	Office Furniture	0	0	4,094	2,594	4,500	4,500
002	Office Equipment	0	0	0	0	2,000	2,000
015	Automotive/Auto Equip.	298,249	219,138	236,604	230,065	191,000	191,000
019	Radio & Radar Equip.	0	0	0	3,905	6,600	6,600
020	Miscellaneous Equipment	0	134,904	21,938	21,938	3,500	3,500
036	Building Improvements	0	0	0	0	26,000	26,000
	Category Total	298,249	354,042	262,636	258,502	233,600	233,600

## Police Department

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(971)</b>	<b>MILLAGE CAPITAL OUTLAY</b>						
015	P.S. Automotive/Auto Equip.	0	0	21,000	18,128	0	0
019	P.S. Radio Equipment	13,359	0	6,680	3,340	0	0
020	P.S. Miscellaneous Equipment	0	18,320	1,730	1,730	0	0
	Category Total	13,359	18,320	29,410	23,198	0	0
	<b>DEPARTMENT TOTAL</b>	<b>16,244,653</b>	<b>16,907,777</b>	<b>17,991,248</b>	<b>17,711,821</b>	<b>17,429,882</b>	<b>17,431,123</b>

## CAPITAL OUTLAY

Department Number: 300

Acct.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
970					Quantity	Amount
<b>001</b>		<b>OFFICE FURNITURE</b>				
	1	Work Station - DB Sergeant	4,500	4,500	1	4,500
		Total Office Furniture		4,500		4,500
<b>002</b>		<b>OFFICE EQUIPMENT</b>				
	1	Laminator for Administration	2,000	2,000	1	2,000
		Total Office Equipment		2,000		2,000
<b>015</b>		<b>AUTOMOTIVE &amp; AUTO EQUIPMENT</b>				
	2	Unmarked Cars - Class B	17,500	35,000	2	35,000
	8	Marked Cars - Class L	19,000	152,000	8	152,000
	2	Overhead Emergency Light Bars	2,000	4,000	2	4,000
		Total Automotive & Auto Equipment		191,000		191,000
<b>020</b>		<b>RADIO &amp; RADAR EQUIPMENT</b>				
	1	Replace DSS Hardware Software in Comm.	6,600	6,600	1	6,600
		Total Radio & Radar Equipment		6,600		6,600
<b>020</b>		<b>MISCELLANEOUS EQUIPMENT</b>				
	1	Reimburse FD for Training	3,500	3,500	1	3,500
		Total Miscellaneous Equipment		3,500		3,500
<b>036</b>		<b>BUILDING IMPROVEMENTS</b>				
	1	Sally port Roll-up Door	8,000	8,000	1	8,000
	3	Maintenance Roll-up Doors	6,000	18,000	3	18,000
		Total Automotive & Auto Equipment		26,000		26,000
		<b>CAPITAL OUTLAY TOTAL</b>		<b>233,600</b>		<b>233,600</b>

## 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, and to provide the necessary services during natural or man-made disasters.*

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

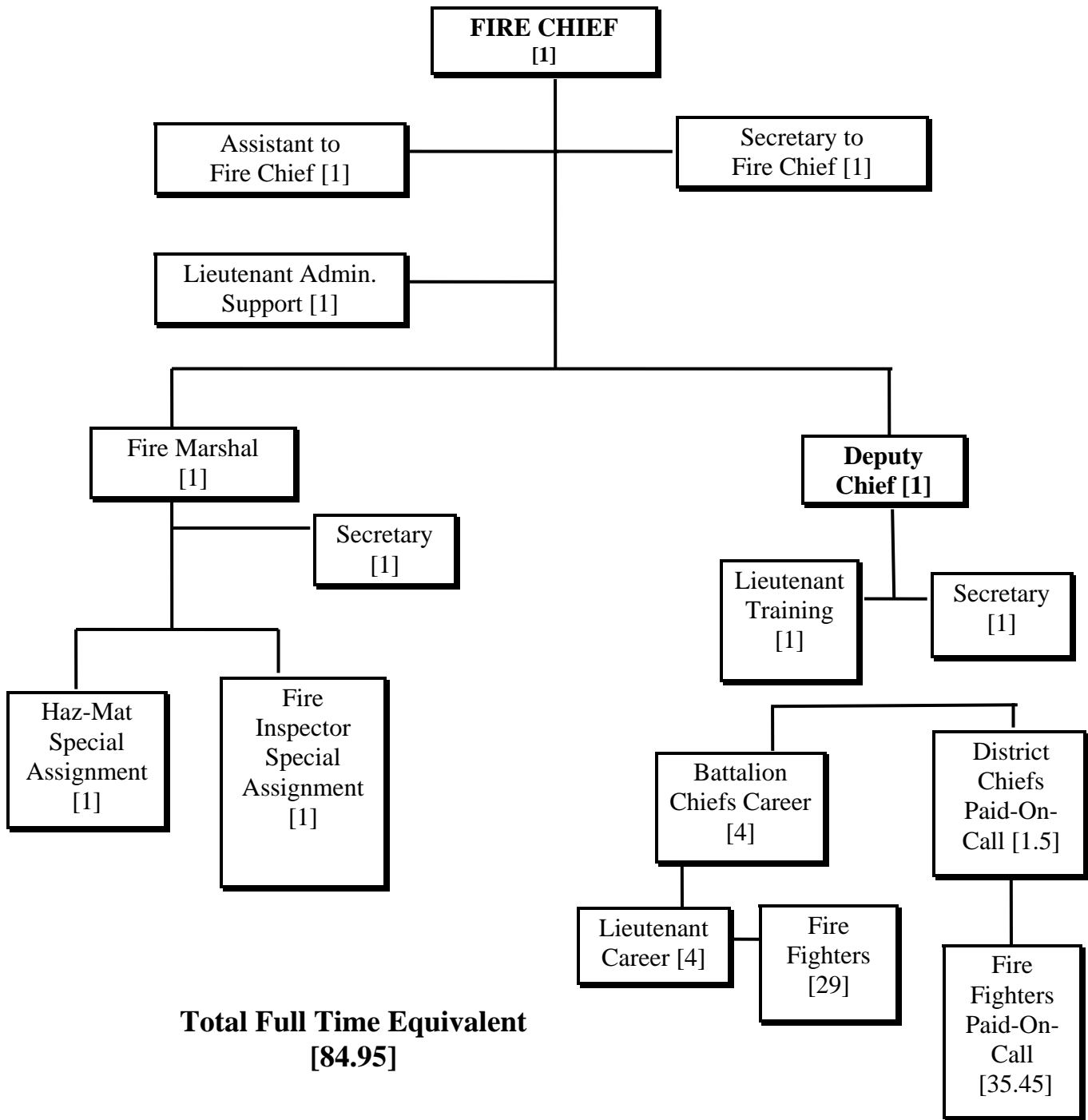
Emergency Management involves the preparation for and response to natural or man-made disasters. The Emergency Manager within the Fire Department along with the City Management have taken significant steps to prepare for such events by conducting Incident Command System training for Fire, Police, DPW, 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.

## GOALS

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

- To provide service to the community during emergency and disaster events. (1,3)
- To maintain personnel training levels and expand them to meet the ever-changing response needs of the community. (3,8)
- To evaluate all aspects of the Department's activities for effectiveness and efficiency.(2,3)
- To educate adults and children in fire and other safety principles and practices. (3,12)
- To prepare the Department and City Staff to safely and effectively handle all hazards in the community. (3,8)
- To provide City-wide planning and coordination of governmental services in the event of a catastrophic event. (3)
- To implement the personnel and equipment criteria of the Public Safety Millage renewal. (1,3)
- To emphasize personal and team safety in all task performance. (2,3,8)

# FIRE DEPARTMENT



**Fire Department**

**PERFORMANCE OBJECTIVES**

- Continue the integration of the National Incident Management System criteria for both the 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.
- Continue to emphasize safety on the fire ground and emergency scenes by training personnel in self-survival and emergency communications techniques.
- Evaluate individual and team skill levels to ensure performance is at the expected standards.
- Develop and implement personnel career paths and training criteria for succession planning.

Service Level	Performance Indicators	2007/08 Actual	2008/09 Actual	2009/10 Estimated
	Number of Incidents	7,026	7,060	7,250
	Number of Emergency Medical Incidents	4,237	4,354	4,471
	Number of Public Education Programs	205	196	170
	Number of Training Hours	30,798	19,758	25,110

**SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM THE PRIOR YEAR**

**Salaries and Wages - 702**

**010 – Administrative & Clerical** - Temporarily not back-fill vacant Deputy Chief position.

**025 – Paid Callback Wages** - Implement reduced training wage for Paid Call firefighters, eliminate Paid Call response to fire alarms, alarms to be handled by Station 5, freeze all Paid Call promotions and not back-fill vacant positions, eliminate Paid Call fill-in during daytime on Wednesdays, eliminate weekday Paid Call tone outs during daytime until every apparatus is out of service, eliminate Open House, eliminate elementary school fall assembly program, reduce EMS training for Paid Call by 2 sessions per year, and eliminate recruit school for Paid Call Firefighters.

**112 – Overtime** - Eliminate attendance of Career Inspectors/firefighters at Department Officers training, eliminate Open House, eliminate elementary school fall assembly program, reduce Career Firefighter Overtime by back filling with Paid Call personnel and eliminate recruit school for Paid Call Firefighters.

**Operating Supplies – 740**

**040 – Miscellaneous** - Elimination of annual awards banquet.

**Capital Outlay - 970**

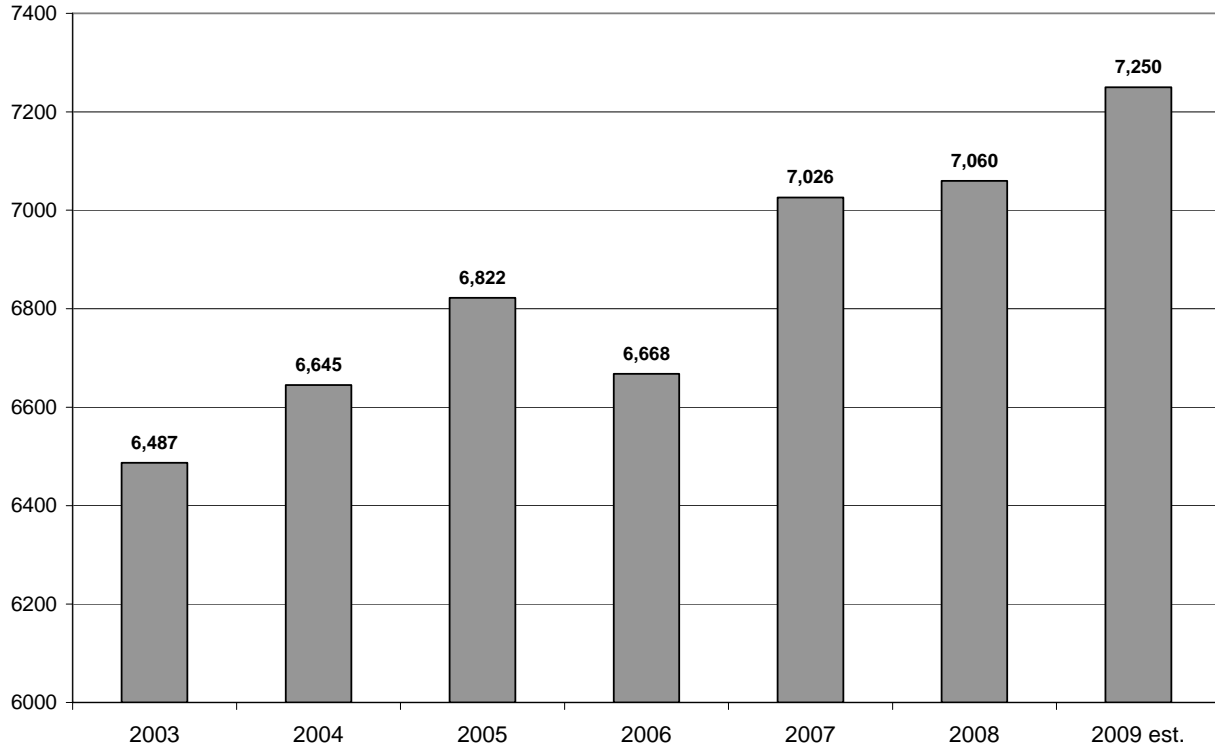
**001 – Station Furnishings** - Eliminate requests for physical fitness equipment.

**015 – Vehicles** - Eliminate all purchases of fleet vehicles.

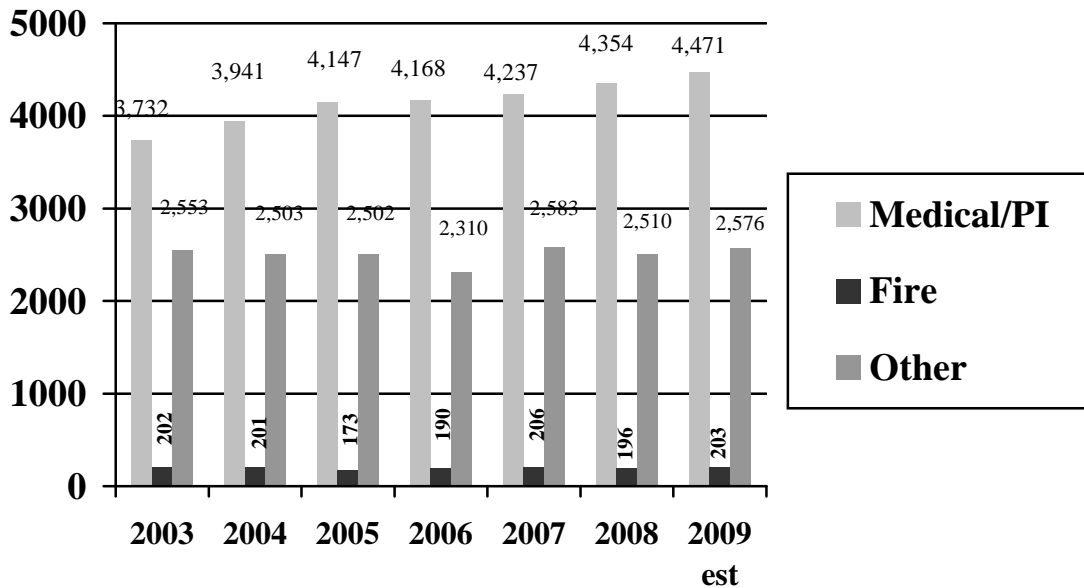
**036 - Building Improvements** - Eliminate any significant station maintenance projects.

**KEY DEPARTMENTAL TRENDS**

**Number of Incidents**



**Incidents By Type**



**Fire Department**

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**STAFFING LEVELS**

Acct.	Title	Authorized		Requested	Authorized
		Positions		Positions	Positions
337		07/08	08/09	09/10	09/10
		Budget	Budget	Budget	Budget
<b>(010) Full Time Wages</b>					
	Fire Chief	1	1	1	1
	Deputy Chief	2	2	1	1
	Lieutenants	2	2	2	2
	Fire Marshal	1	1	1	1
	Secretary to the Fire Chief	1	1	1	1
	Administrative Secretary	1	1	1	1
	Secretary	1	1	1	1
	Shift Lieutenants	0	2	2	2
	Full-time Fire Fighters	15	13	13	14
	Assistant to the Chief	1	1	1	1
	Fire Fighter/Inspector	1	1	1	1
	Hazardous Material Specialist	1	1	1	1
	Total	27	27	26	27
<b>(025) Paid Callback System (FTE)</b>					
	Paid-Callback Wages	31.27	31.27	31.27	31.27
	Total	31.27	31.27	31.27	31.27
<b>PUBLIC SAFETY MILLAGE</b>					
<b>(010) Administrative and Clerical</b>					
	Shift Lieutenants	0	2	2	2
	Full-time Fire Fighter	18	16	15	15
	Career Supervisor	4	4	4	4
	Total	22	22	21	21
<b>(025) Paid-Callback System (FTE)</b>					
	Paid Callback Wages	5.68	5.68	5.68	5.68
	Total	5.68	5.68	5.68	5.68
<b>Department Total</b>		<b>85.95</b>	<b>85.95</b>	<b>83.95</b>	<b>84.95</b>

## Fire Department

DEPARTMENT NUMBER: 337

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(700)</b>	<b>COST REIMBURSEMENT</b>						
205	Public Safety Millage	(2,950,337)	(3,024,727)	(3,063,112)	(3,111,897)	(3,120,842)	(3,120,842)
<b>(702)</b>	<b>SALARIES &amp; WAGES</b>						
010	Administrative & Clerical	1,812,831	1,765,557	1,903,358	1,825,000	1,931,568	1,931,568
025	Paid Callback Wages	1,124,183	1,136,600	1,189,650	1,156,931	986,306	986,306
038	Part-time	0	0	2,000	0	0	0
042	Holiday Pay	51,119	55,307	53,292	50,824	58,560	58,560
106	Sick & Vacation	84,742	60,316	56,000	95,688	52,500	52,500
112	Overtime	168,425	183,425	170,000	170,481	159,230	159,230
200	Social Security	237,862	239,651	266,000	262,000	252,265	252,265
250	Blue Cross/Optical/Dental	331,538	342,918	473,861	389,000	439,628	439,628
275	Life Insurance	4,738	4,641	5,623	5,500	5,124	5,124
300	Pension - DC	0	0	0	0	0	0
305	Pension - DB	487,390	494,379	518,312	518,312	479,065	479,065
325	Longevity	77,860	88,522	92,000	90,743	91,709	91,709
350	Workers Compensation	50,289	52,541	53,000	45,000	41,453	41,453
	Category Total	4,430,977	4,423,857	4,783,096	4,609,479	4,497,408	4,497,408
<b>(705)</b>	<b>PUBLIC SAFETY MILLAGE</b>						
010	Full Time Wages	1,364,131	1,450,503	1,520,093	1,536,500	1,556,001	1,556,001
025	Paid Callback Wages	270,893	288,606	250,690	281,330	291,773	291,773
042	Holiday	53,643	59,288	70,677	65,753	67,951	67,951
106	Sick & Vacation	20,256	5,825	19,580	15,260	19,580	19,580
112	Overtime	196,544	248,538	200,000	217,288	200,000	200,000
200	Social Security	155,991	163,727	162,000	162,000	168,250	168,250
250	Blue Cross/Optical/Dental	258,883	292,372	336,767	336,767	342,951	342,951
275	Life Insurance	2,404	2,479	2,750	2,750	2,625	2,625
300	Pension - DC	0	0	0	0	0	0
305	Pension - DB	366,894	369,797	409,868	409,868	380,018	380,018
325	Longevity	39,344	47,417	56,787	56,581	63,893	63,893
350	Workers Compensation	32,723	30,968	33,900	27,800	27,800	27,800
	Category Total	2,761,706	2,959,520	3,063,112	3,111,897	3,120,842	3,120,842
<b>(740)</b>	<b>OPERATING SUPPLIES</b>						
001	Gas & Oil	64,037	95,865	100,000	110,072	104,410	104,410
002	Books & Subscriptions	5,816	5,995	6,159	4,575	4,532	4,532
008	Supplies	120,176	162,816	100,000	106,532	93,000	93,000
011	Medical Supplies	53,216	49,804	42,575	55,327	55,327	55,327
019	Uniforms	40,266	29,703	30,000	30,000	26,000	26,000
020	Protective Clothing	223,502	36,156	7,000	6,925	6,000	6,000
040	Miscellaneous	26,005	22,112	20,000	14,748	11,275	11,275
075	Fire Equipment Repair Parts	22,278	17,248	11,250	15,313	11,250	11,250
076	Fire Prevention Materials	2,876	6,372	5,700	5,700	2,700	2,700
	Category Total	558,172	426,071	322,684	349,192	314,494	314,494



## Fire Department

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(801)</b>	<b>PROFESSIONAL &amp; CONTRACTUAL</b>						
001	Conferences & Workshops	2,725	2,456	4,680	3,300	4,965	4,965
002	Memberships & Licenses	9,728	10,609	10,490	10,490	15,207	15,207
005	Fleet Insurance	35,000	31,800	30,275	30,275	31,965	31,965
006	Vehicle Maintenance	45,996	39,925	36,000	53,734	42,000	42,000
007	Office Equip. Maintenance	7,128	4,881	6,200	6,300	6,200	6,200
008	Vehicle Refurbishment	0	0	0	0	0	0
009	Consultants	54,854	49,463	43,000	57,073	57,073	57,073
013	Education and Training	39,896	34,839	27,005	37,735	30,730	30,730
016	Phone Expense	19,248	16,796	17,000	15,969	17,000	17,000
023	Data Processing	33,279	24,775	18,245	18,245	18,335	18,335
025	Utilities	144,271	149,154	170,000	160,000	165,000	165,000
026	Physical Examinations	23,952	27,208	19,282	19,282	20,316	20,316
027	Radio Maintenance	8,827	7,700	9,800	6,102	9,800	9,800
029	Building Maintenance	34,241	30,626	33,400	72,958	34,800	34,800
031	Fire Hydrant Rentals	25,075	24,140	25,075	24,655	25,075	25,075
	Category Total	484,220	454,372	450,452	516,118	478,466	478,466
<b>(970)</b>	<b>CAPITAL OUTLAY</b>						
001	Station Furnishings	0	0	0	0	0	0
002	Office Equipment	0	8,775	0	0	0	0
007	Equipment	5,290	198,870	0	0	0	0
015	Vehicles	84,039	45,996	50,000	29,750	0	0
019	Radio/Communications	20,038	0	0	0	0	0
036	Building Improvements	0	16,950	20,000	16,675	0	0
075	Training Equipment	0	0	1,200	1,200	0	0
077	Hazardous Materials Equip.	0	0	5,992	5,605	0	0
	Category Total	109,367	270,591	77,192	53,230	0	0
<b>(971)</b>	<b>MILLAGE CAPITAL OUTLAY</b>						
001	Station Furnishings	3,110	2,795	0	0	0	0
007	Fire Fighting Equipment	0	56,969	0	0	0	0
075	Training Equipment	0	0	0	0	0	0
076	Hazardous Materials	0	3,624	0	0	0	0
	Category Total	3,110	63,388	0	0	0	0
	<b>DEPARTMENT TOTAL</b>	<b>5,397,215</b>	<b>5,573,072</b>	<b>5,633,424</b>	<b>5,528,019</b>	<b>5,290,368</b>	<b>5,290,368</b>

## PLANNING AND COMMUNITY DEVELOPMENT

### **MISSION STATEMENT:**

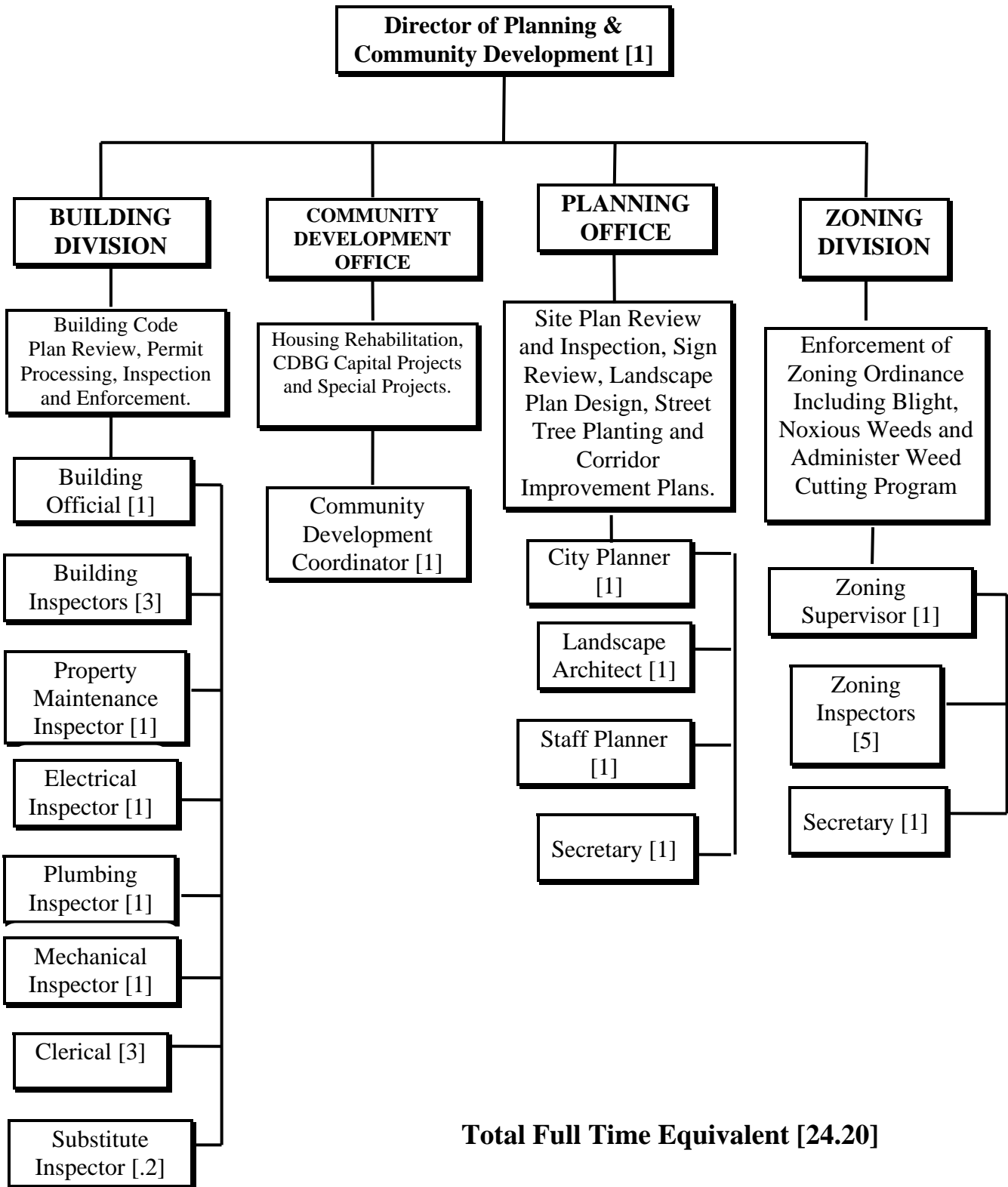
*Provide professional planning, community and economic development services as required by the City's codes and ordinances with an appreciation for a participatory approach to community change involving residents and property owners.*

### **ADMINISTRATION**

The Department of Planning and Community Development is comprised of the Building Division, Zoning and Code Enforcement Division, Community Development Office and Planning Office. Under the Director, the primary responsibility of the department is to monitor the City's development and redevelopment through enforcement of all applicable codes and ordinances. The department as well undertakes special planning projects and assignments as directed by the City Manager. Twenty-four 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

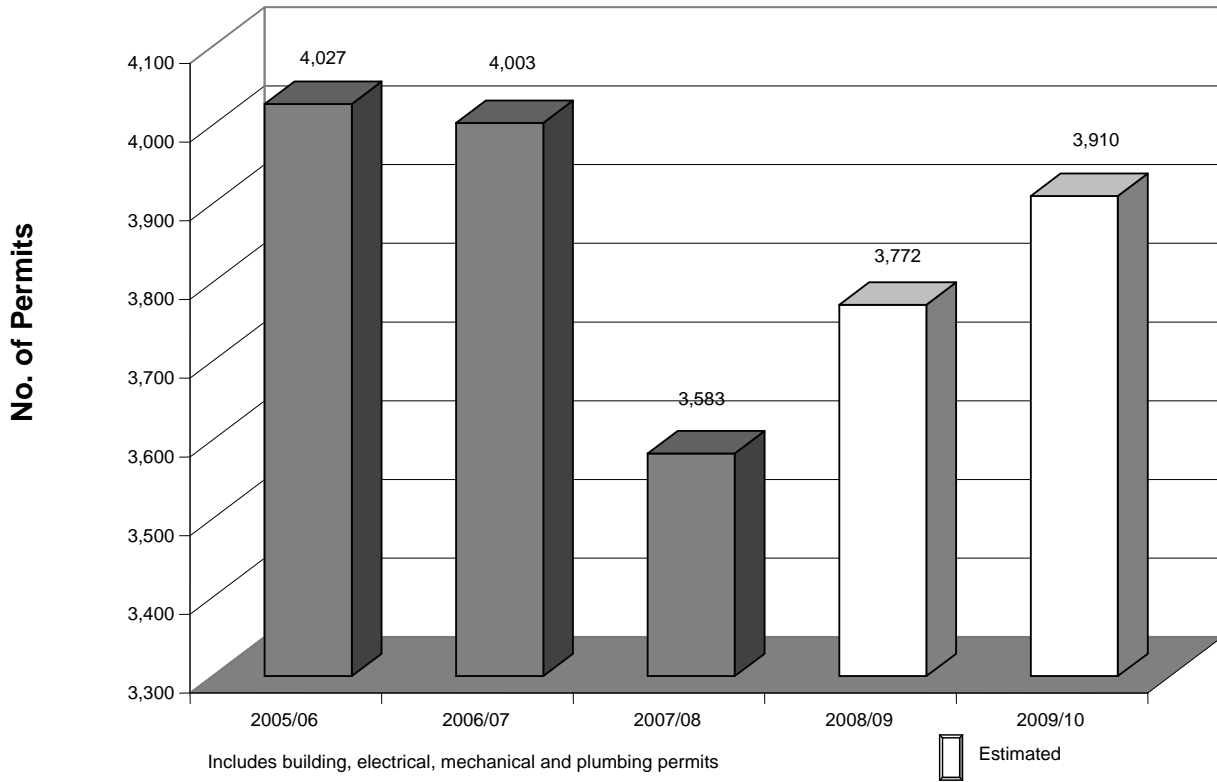


## STAFFING LEVELS

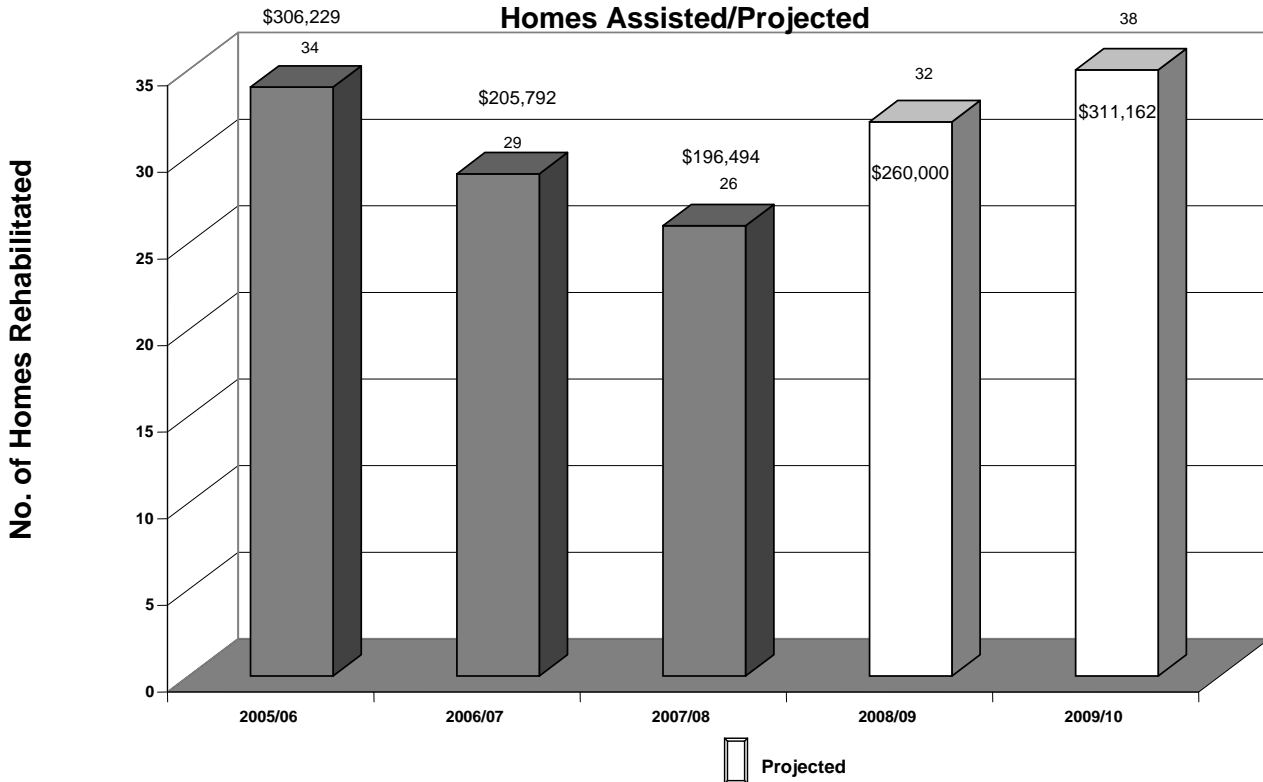
Acct.	Title or Position	Authorized		Requested	Authorized
		Positions		Positions	Positions
443		07/08	08/09	09/10	09/10
		Budget	Budget	Budget	Budget
<b>(010) Administrative &amp; Clerical</b>					
	Community Development Director	1	1	1	1
	Community Development Coordinator	1	1	1	1
	Building Official	1	1	1	1
	City Planner	1	1	1	1
	Zoning Office Supervisor	1	1	1	1
	Staff Planner II	1	1	1	1
	Staff Planner I	1	1	1	1
	Secretary to the Director	1	1	1	1
	Secretary	1	1	1	1
	Aide	2	1	1	1
	Clerk Typist II	1	2	2	2
	Clerk Typist I	1	0	0	0
	<b>Total</b>	<b>13</b>	<b>12</b>	<b>12</b>	<b>12</b>
<b>(032) Code Inspectors</b>					
	Building Inspector	4	4	4	4
	Electrical Inspector	1	1	1	1
	Plumbing Inspector	1	1	1	1
	Heating Inspector	1	1	1	1
	Zoning Code Inspectors	5	5	5	5
	<b>Total</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>
<b>Part time (FTE)</b>					
	Vacation Inspectors/Clerical	1	1	0.2	0.2
	Housing Rehabilitation Specialist	0.5	0	0	0
	<b>Total Part-time</b>	<b>1.5</b>	<b>1</b>	<b>0.2</b>	<b>0.2</b>
<b>DEPARTMENT TOTAL</b>		<b>26.50</b>	<b>25.00</b>	<b>24.20</b>	<b>24.20</b>

## KEY DEPARTMENTAL TRENDS

### Building Permits Issued/Estimated

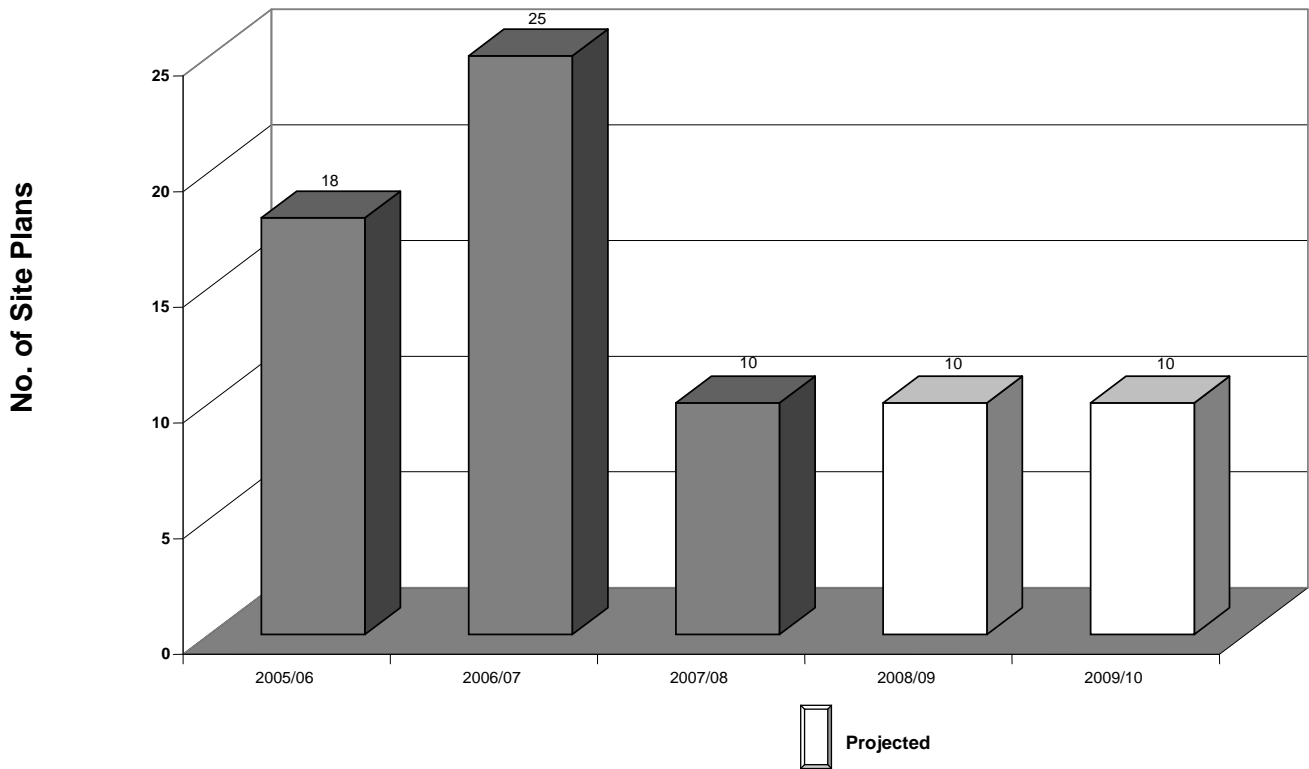


### Housing Rehabilitation Program Homes Assisted/Projected

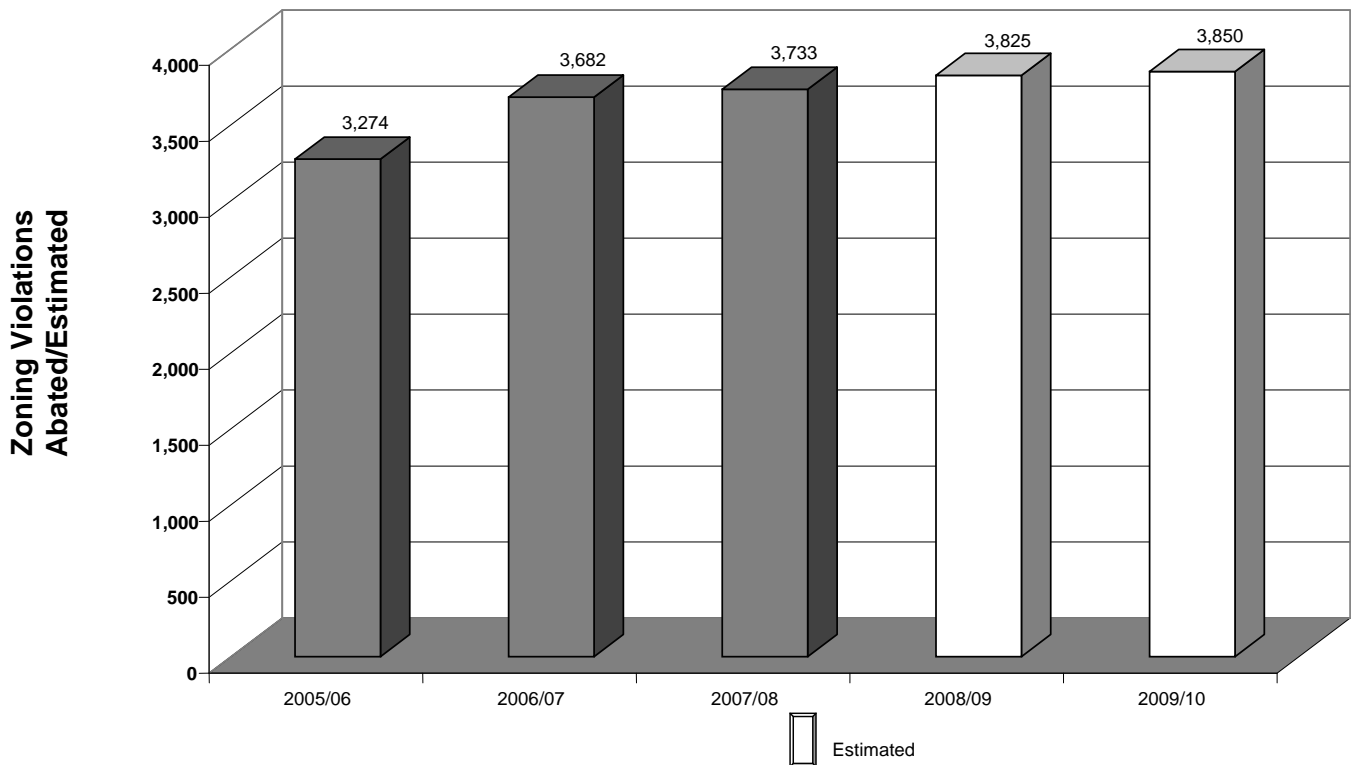


# KEY DEPARTMENTAL TRENDS (Continued)

## Site Plans Approved/Projected



## Zoning Violations Abated/Estimated



## 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 ten full time employees: 3 Building Inspectors; 1 Electrical Inspector; 1 Plumbing Inspector; 1 Mechanical Inspector; 1 Property Maintenance Inspector; 1 Building Division Aide; and 2 Clerk Typists. 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 on page 9.*

- 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 registration. (8)
- Improve process efficiency to shorten turnaround time of permit requests. (1,2)

### PERFORMANCE OBJECTIVES

- Eliminate dangerous buildings and improve substandard structures through enforcement efforts.
- Improve operational efficiency by enhanced use of the Department's permit processing system.
- Provide inspections in a timely and professional manner.

	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
<b>Service Level</b>	Building Permits Issued	1,281	1,360	1,400
	Electrical Permits Issued	744	735	760
	HVAC Permits Issued	880	1,060	1,100
	Plumbing Permits Issued	606	525	550
	Change of Occupancy Permits	40	48	50
	Demolition Permits Issued	32	44	50
	Certificates of Occupancy Issued	1,293	1,340	1,390
	Building Inspections	3,763	4,050	4,200
	Electrical Inspections	1,837	1,700	1,750
	HVAC Inspections	2,172	1,780	1,800
Plumbing Inspections	1,681	1,540	1,600	
<b>Efficiency</b>	Inspections/Inspector/Year	1,891	1,814	1,870
	Inspections Performed within 24 hrs.	99%	99%	99%
	Fees Collected	\$923,760	\$800,600	\$810,000

## COMMUNITY DEVELOPMENT OFFICE

The Community Development Coordinator administers the Community Development Block Grant (CDBG) Program and oversees various special projects. The purpose of the block grant program is to provide assistance to low and moderate income individuals and eligible areas. In 2008, 32 homes were rehabilitated through the housing rehabilitation program, and sidewalks on Thirteen Mile Road and Middlebelt are planned for construction in 2009. The Community Development Office coordinated the City's participation in Rebuilding Together. In 2008, ten houses were rehabilitated by more than 500 volunteers as part of that program. This office is also responsible for administering the CDBG program for the City of Farmington, which includes funding of improvements and staffing for senior adult programs at the Activities Center.

### GOALS

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

- 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)

### PERFORMANCE OBJECTIVES

- Rehabilitate 38 homes with a budget of approximately \$311,162.
- Complete Middlebelt and Thirteen Mile Road sidewalks within budget.
- Successfully coordinate special projects including Rebuilding Together and Neighborhood Stabilization Program.

Service Level	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
		Housing Rehabilitations Completed	26	32
	Housing Rehabilitation Dollars	196,494	260,000	311,162
	CDBG Capital Dollars	0	243,500	0
	CDBG Loan Board Meetings	7	7	7
	Special Project Meetings/ Corridor Redevelopment	0	2	2
Efficiency	% of CDBG Admin. Cost/Total Entitlement (below HUD 20% guideline)	19.3%	13.3%	19.9%
	% of Capital Projects completed within one year	NA	50%	NA
	Dollars/Housing Rehab Completed	7,557	8,125	8,188



## PLANNING OFFICE

The Planning Office, under the supervision of the City Planner, 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, a landscape architect and a secretary. The office provides professional administrative staff to the Planning Commission, Historic District Commission and Beautification Commission. Administrative duties to those commissions include preparation of agendas, coordination of reviews and public notification. Additional staff duties 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 on page 9.*

- Provide professional planning assistance to residents, property owners and developers. (1,12)
- Provide staff assistance to the Planning Commission, Historic District Commission and Beautification Commission. (1,12)
- Continue to utilize GIS applications in land use matters. (2)

### PERFORMANCE OBJECTIVES

- Assist in the development of amendments to the Zoning Ordinance resulting from the updated Master Plan for Future Land Use.
- Further expand applications of the Department's permit processing system for project management and tracking of available parking on commercial sites.

	<b>Performance Indicators</b>	<b>FY 2007/08 Actual</b>	<b>FY 2008/09 Projected</b>	<b>FY 2009/10 Estimated</b>
<b>Service Level</b>	Planning Commission meetings	20	25	25
	Beautification Commission meetings	11	11	11
	Historic District Commission meetings	9	10	10
	Site Plans	10	10	10
	Rezoning Requests	5	4	4
	Zoning Text Amendments	0	6	6
	Landscape Plans	7	8	7
	Land Divisions	2	3	3
	Plat/Site Condominium	0	0	1
	Cluster Options	0	0	1
	New Building Permits (off.,comm.,ind)	7	5	6
	Tree Permits	32	20	19
	Residential Permits	13	10	9
	Change of Occupancy Permits	46	45	43
	Miscellaneous Permits	563	450	425
	Certificate of Occupancy Inspections	10	8	7
<b>Efficiency</b>	% 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, five 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 and the towing of illegal vehicles, and the weeding cutting program. 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 71 cases in 2008.

### GOALS

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

- Participate in public forums like homeowner association meetings to educate residents about the code and enlist support for compliance activities. (11,12)
- Improve code enforcement tracking and reporting through the Department's permit processing system. (2,12)
- Recommend ordinance updates when changes are required to meet community standards. (12)
- Enforce blight and zoning ordinances to maintain community sustainability. (12,13)

### PERFORMANCE OBJECTIVES

- Respond within 24 hours of a report of a violation to the City Code.
- Work in coordination with the Building Division to address property maintenance issues.

	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
<b>Service Level</b>	ZBA-Regular Meetings	12	13	13
	ZBA-Special Meetings	2	1	1
	ZBA Cases	71	80	80
	ZBA Mailings	2,916	3,000	3,000
	Junk Vehicles Inspections	2,199	2,300	2,200
	Blight Inspections	10,252	10,300	10,275
	Sign Inspections	1,625	1,400	1,600
	Zoning Inspections	3,812	4,000	3,950
	Total Number of Inspections	17,888	18,000	18,025
<b>Efficiency</b>	Average # of Inspections/Inspector	3,578	3,600	3,605
	Number of Abatements	3,733	3,825	3,850

**SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR**

**Salaries & Wages -702**

**038 – Part-time** – Decreased due to budgetary constraints.

**106 – Sick & Vacation** – Decreased due to no retirements and less accrued vacation time.

**300- Pension DC** – Increased due to new employee in Defined Contribution Plan.

**305 – Pension DB** – Decrease due to new employee in Defined Contribution Plan.

**Operating Supplies – 740**

**002 - Books & Subscriptions** – Decrease due to budgetary constraints.

**008 – Supplies** - Decrease due to budgetary constraints.

**019 – Uniforms** - Decrease due to budgetary constraints.

**Professional & Contractual – 801**

**004 – Engineering Consultant** – Decrease due to more work done in-house with current staff.

**005 – Fleet Insurance** – Decreased due to three (3) less vehicles used in department.

**013 – Education & Training** - Decrease due to budgetary constraints.

**024 – Printing Services** - Decrease due to budgetary constraints.

**087 – Building Demolition** – Decrease due to prior year experience.

## Planning & Community Development

DEPARTMENT NUMBER: 443

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(700) COST REIMBURSEMENT</b>							
275	HUD Block Grant	(84,572)	(93,016)	(65,000)	(65,000)	(65,000)	(65,000)
	Category Total	(84,572)	(93,016)	(65,000)	(65,000)	(65,000)	(65,000)
<b>(702) SALARIES &amp; WAGES</b>							
010	Administrative & Clerical	640,545	650,215	697,828	700,860	725,948	725,948
013	Temporary Help	720	0	0	0	0	0
032	Code Inspectors	602,256	633,895	645,083	646,700	672,458	672,458
038	Part-time	80,855	62,155	50,000	10,000	10,000	10,000
106	Sick & Vacation	74,410	31,687	50,000	25,000	33,500	33,500
112	Overtime	30,245	23,137	50,000	17,000	16,000	16,000
200	Social Security	108,794	109,720	117,600	111,000	115,254	115,254
250	Blue Cross/Optical/Dental	237,420	269,081	335,207	305,000	317,675	317,675
275	Life Insurance	3,209	3,275	3,812	3,812	3,849	3,849
300	Pension - DC	0	10,438	12,700	28,565	29,620	29,620
305	Pension - DB	272,621	326,439	290,809	290,809	255,167	255,167
325	Longevity	58,119	55,110	52,111	51,545	56,369	56,369
350	Worker's Compensation	7,881	6,938	11,200	7,500	8,086	8,086
	Category Total	2,117,075	2,182,090	2,316,350	2,197,791	2,243,926	2,243,926
<b>(740) OPERATING SUPPLIES</b>							
001	Gas & Oil	14,014	18,831	21,250	17,500	15,400	15,400
002	Books & Subscriptions	1,051	922	1,500	1,000	500	500
008	Supplies	8,974	10,107	12,000	9,000	7,800	7,800
019	Uniforms	4,608	3,582	5,000	4,500	0	0
	Category Total	28,647	33,442	39,750	32,000	23,700	23,700
<b>(801) PROFESSIONAL &amp; CONTRACTUAL</b>							
001	Conferences & Workshops	3,928	2,417	6,500	3,500	4,250	4,250
002	Memberships & Licenses	2,906	3,013	2,800	2,800	2,800	2,800
004	Engineering Consultant	13,949	15,600	16,500	6,500	5,000	5,000
005	Fleet Insurance	14,400	12,000	13,200	13,200	10,725	10,725
006	Vehicle Maintenance	5,636	3,157	4,100	3,500	3,400	3,400
013	Education & Training	8,478	7,326	9,000	7,000	4,000	4,000
024	Printing Services	2,048	1,124	3,000	2,000	500	500
041	Vehicle Allowance	3,600	3,600	3,600	3,600	3,600	3,600
085	Weed Cutting	11,303	8,401	15,500	15,500	12,000	12,000
086	Building Board-Up	1,984	1,691	15,000	5,000	4,000	4,000
087	Building Demolition	2,500	3,450	20,000	10,000	6,000	6,000
	Category Total	70,732	61,779	109,200	72,600	56,275	56,275
<b>DEPARTMENT TOTAL</b>		<b>2,131,882</b>	<b>2,184,295</b>	<b>2,400,300</b>	<b>2,237,391</b>	<b>2,258,901</b>	<b>2,258,901</b>

## PUBLIC SERVICES SUMMARY

DIV. NO.	Category and Line Item	2006/07 Actual Expenditures	2007/08 Actual Expenditures	2008/09 Adopted Budget	2008/09 Estimated Expenditures	2009/10 Proposed Budget	2009/10 Adopted Budget
<b>PUBLIC SERVICES:</b>							
440	DPS Administration	464,774	491,147	516,190	506,378	484,478	527,598
442	Road Maint & Supervision	2,152,848	2,252,153	2,502,038	2,322,697	2,333,657	2,333,657
444	Building Maintenance	359,973	396,970	437,782	502,210	498,029	498,029
449	Engineering	1,763,220	1,837,160	1,897,307	1,787,041	1,762,890	1,762,890
450	DPW Maintenance Facility	1,186,242	1,206,571	1,269,737	1,239,358	1,196,655	1,196,655
451	Road Reimbursement	(2,594,927)	(2,870,536)	(2,848,200)	(2,898,200)	(2,985,150)	(2,985,150)
523	Waste Removal	3,343,097	3,457,556	3,411,708	3,404,713	3,462,051	3,462,051
<b>TOTAL PUBLIC SERVICES</b>		<b>6,675,227</b>	<b>6,771,021</b>	<b>7,186,562</b>	<b>6,864,197</b>	<b>6,752,610</b>	<b>6,795,730</b>



## PUBLIC SERVICES

### MISSION STATEMENT:

The mission of the Department of Public Services is to provide, protect, and maintain the infrastructure of the City without unwarranted interruption or delay. Further, it provides the City's public services including refuse and recycling pick-up.

## DPS ADMINISTRATION

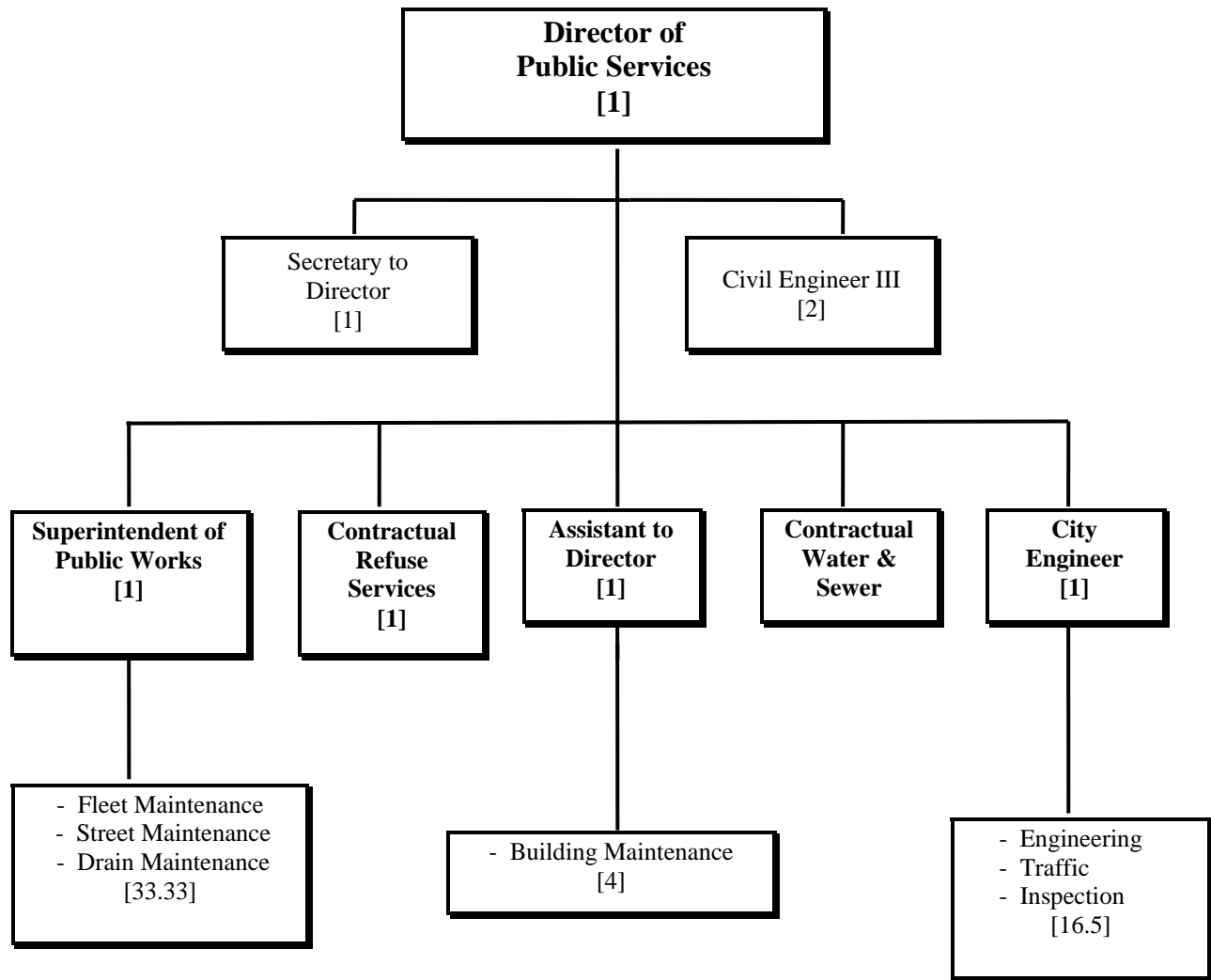
The Department of Public Services Administration provides the overall management for the Department's three operating divisions: Public Works, Engineering and Building Maintenance. The department consists of the Director and three administrative staff members. The salary of the Civil Engineer III is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

### GOALS

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

- 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 continue to improve the water and sanitary sewer system. (1,13)
- To report to City Manager and City Council regarding City infrastructure and departmental activities. (1,12)
- To conduct or attend various meetings with a variety of city personnel and outside agencies regarding departmental activities. (8)
- To participate in sound management practices to protect and enhance the Rouge River Watershed. (9,10,12)

# PUBLIC SERVICES



Total Full Time Equivalent [61.83]



Service Level	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
	Service Level	Reports to council	57	60
Meetings attended impacting the delivery of public services		215	250	260
Efficiency	% of City Council meetings attended	97%	97%	97%
	% of site plans for sewer fees reviewed within 48 hours	98%	98%	98%

### 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 General Storm Water Permit.
- Work with Oakland County to develop base maps for the GIS system.
- 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.
- Evaluate the Oakland County Evergreen/Farmington system and complete the master sanitary sewer plan.

### STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		07/08 Budget	08/09 Budget	09/10 Budget	09/10 Budget
<b>(010) Administrative and Clerical</b>					
	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
	Environmental Coordinator	1	1	0	0
	Civil Engineer III	1	1	1	1
	Total	5	5	4	4
	Part-time	0	0	0	1
	<b>Department Total</b>	<b>5</b>	<b>5</b>	<b>4</b>	<b>5</b>

**SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR**

**Salaries & Wages - 702**

**010 - Administrative & Clerical** - Eliminated one position to comply with budget reduction directive.

**038 - Part-Time** - Increase part-time for Environmental efforts.

**106 - Sick & Vacation** - 2008/09 estimated is higher due to the recent change in vacation policy.

**112 - Overtime** - 2008/09 estimated is lower to minimize impact on budget. 2009/10 funding is eliminated in order to comply with budget reduction directive.

**Operating Supplies - 740**

**002 - Books & Subscriptions** - Funding reduced to comply with budget reduction directive.

DEPARTMENT NUMBER: 440

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(700) COST REIMBURSEMENT</b>							
592	Sewer Fund - Drain Specialist	(109,429)	(116,893)	(125,936)	(120,586)	(123,176)	(123,176)
<b>(702) SALARIES &amp; WAGES</b>							
010	Administrative & Clerical	344,889	358,130	368,857	370,200	314,147	314,147
038	Part-time	504	0	0	0	50,000	90,000
106	Sick & Vacation	2,018	4,415	3,903	9,217	4,350	4,350
112	Overtime	6,818	1,804	9,000	1,000	0	0
200	Social Security	26,885	27,670	31,185	30,875	29,030	32,090
250	Blue Cross/Optical/Dental	50,725	56,134	69,765	63,000	49,985	49,985
275	Life Insurance	2,060	2,118	2,626	2,626	2,302	2,302
300	Pension - DC	0	0	0	0	0	0
305	Pension - DB	72,851	87,818	80,525	80,525	84,566	84,566
325	Longevity	20,635	21,505	23,186	23,187	24,158	24,158
350	Worker's Compensation	1,055	962	1,226	850	835	895
	Category Total	528,440	560,556	590,273	581,480	559,373	602,493
<b>(740) OPERATING SUPPLIES</b>							
001	Gas & Oil	2,127	2,855	3,720	3,000	2,640	2,640
002	Books & Subscriptions	255	255	358	358	100	100
008	Supplies	4,187	4,188	4,500	4,500	3,500	3,500
	Category Total	6,569	7,298	8,578	7,858	6,240	6,240

## DPS Administration

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(801)</b>	<b>PROFESSIONAL &amp; CONTRACTUAL</b>						
001	Conferences & Workshops	1,137	1,284	5,399	0	5,325	5,325
002	Memberships & Licenses	32,222	32,158	32,571	32,571	31,861	31,861
005	Fleet Insurance	1,800	750	825	825	825	825
006	Vehicle Maintenance	111	74	130	130	130	130
013	Education & Training	324	912	750	500	300	300
041	Auto Allowance	3,600	3,600	3,600	3,600	3,600	3,600
	Category Total	39,194	38,778	43,275	37,626	42,041	42,041
<b>(970)</b>	<b>CAPITAL OUTLAY</b>						
001	Office Furniture	0	0	0	0	0	0
002	Office Equipment	0	1,408	0	0	0	0
	Category Total	0	1,408	0	0	0	0
	<b>DEPARTMENT TOTAL</b>	<b>464,774</b>	<b>491,147</b>	<b>516,190</b>	<b>506,378</b>	<b>484,478</b>	<b>527,598</b>



## ROAD MAINTENANCE

The road maintenance and supervision budget provides funding for the staff assigned to right-of-way maintenance. The City's street network currently includes 58 miles of major streets and 245 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 county roads.

### GOALS

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

- Improve road safety. (1,3,13)
- Reduce complaints. (8,11,13)
- Improve snow and ice control response time. (3,10,13)
- Control cost of road maintenance services. (2,12)
- Improve employee and work zone safety. (8)
- Contribute to the City's beautification program. (12,13)
- Utilize the Pavement Management System to improve the efficiency of road maintenance operations. (2,3,12)

### PERFORMANCE OBJECTIVES

- Dedicate training time to staff development programs.
- Utilize best (maintenance) management practices
- Use asset management-MainTrac software to improve response to service requests

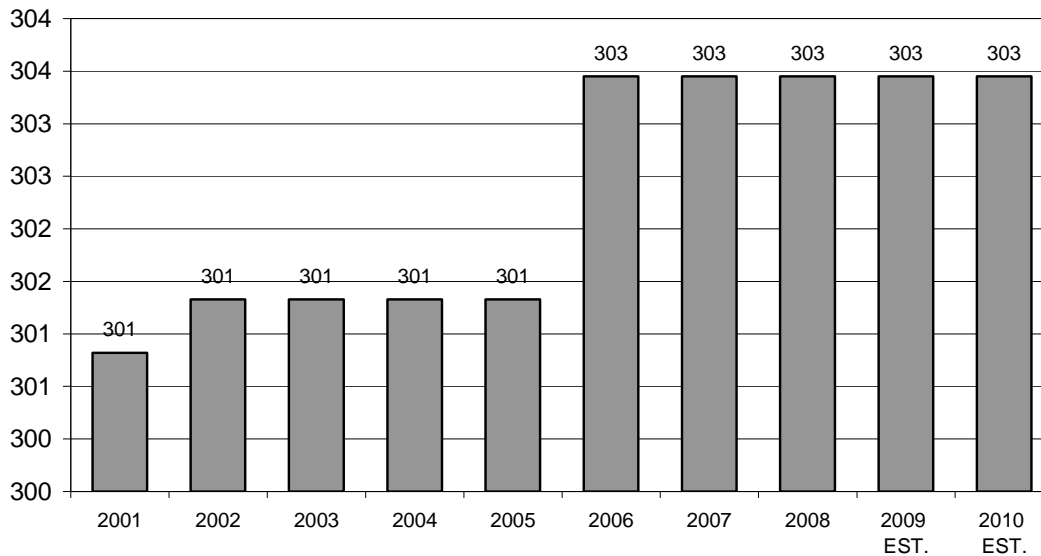
Service Level	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
	Service Level	Maintenance contracts completed	33	34
Utility structure inspections		20	12	15
Community work program workers supervised		618	618	618
Hours of education		704	710	720
Efficiency	Service requests	834	852	860
	Unit cost for concrete (cubic yards).	198	212	226
	Unit cost for asphalt (tons).	120	128	137
	Unit cost for ditching (per lineal feet).	8.01	8.57	9.17

**STAFFING LEVELS**

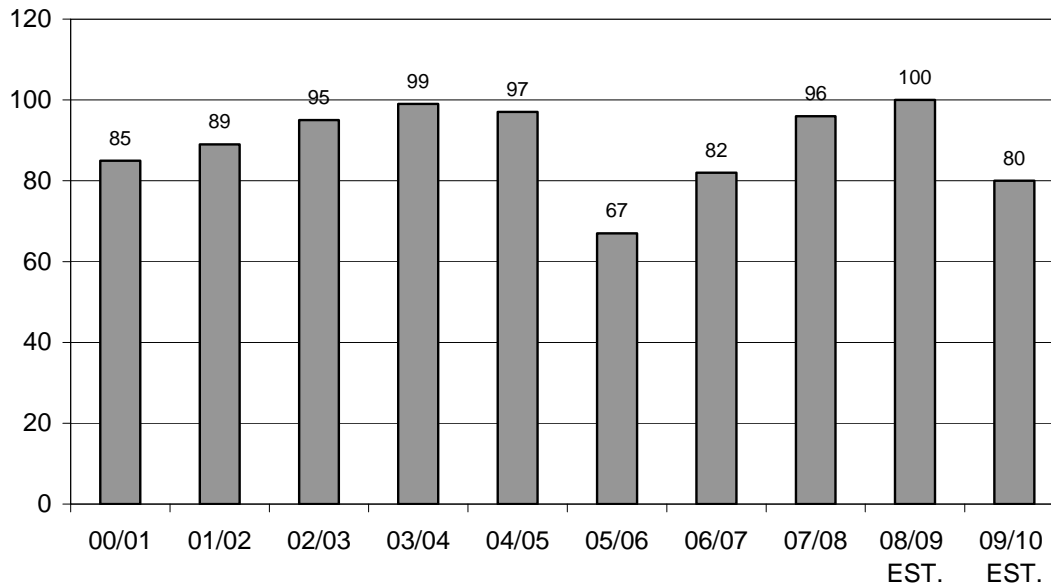
Acct.	Title	Authorized Positions		Requested Positions	Authorized Positions
		07/08 Budget	08/09 Budget	09/10 Budget	09/10 Budget
<b>(010) Administrative and Clerical</b>					
	Supervisors	3	3	3	3
	Equipment Operator III	4	4	4	4
	Equipment Operator II	12	12	12	12
	Equipment Operator I	1	1	1	1
	Traffic Technician	1	1	1	1
	Laborer II	1	0	1	1
	Laborer I	1	2	0	0
	<b>Total</b>	<b>23</b>	<b>23</b>	<b>22</b>	<b>22</b>
<b>(038)</b>	<b>Seasonal Aides (FTE)</b>	<b>4.25</b>	<b>4.25</b>	<b>1.83</b>	<b>1.83</b>
<b>Department Total</b>		<b>27.25</b>	<b>27.25</b>	<b>23.83</b>	<b>23.83</b>

**KEY DEPARTMENTAL TRENDS**

**Road Miles Maintained by the City**



**Emergency Call-Ins (Roads)**



**SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR**

**Salaries & Wages - 702**

015 - Seasonal Aides—Reduced in order to comply with budget reduction directive.

106 – Sick & Vacation—Several road maintenance employees have reached the sick time bank maximum and are expected to cash out hours during FY 09/10.

**Operating Supplies - 740**

001 - Gas and Oil—Anticipating a fuel expenditure reduction based primarily on reduced fuel cost.

030 - Tools and Small Equipment—After assessing the DPW’s stock of power tools, it has been determined that this account for FY 09/10 can be reduced significantly.

**Professional & Contractual - 801**

001 - Conferences and Workshops—Funding reduced in order to comply with budget reduction directive.

013 - Education and Training—Minimum funding remains to pay the cost of essential safety training and required certification courses. All other training has been suspended.

## Road Maintenance

DEPARTMENT NUMBER: 442

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(702)</b>	<b>SALARIES &amp; WAGES</b>						
010	Administrative & Clerical	1,023,928	1,027,824	1,143,550	1,098,000	1,151,294	1,151,294
015	Seasonal Aides	86,206	97,411	79,390	69,155	34,927	34,927
106	Sick & Vacation	20,629	4,722	1,059	2,043	2,425	2,425
112	Overtime	107,176	125,944	110,000	104,938	96,305	96,305
200	Social Security	97,421	100,989	106,335	101,600	102,847	102,847
250	Blue Cross/Optical/Dental	227,175	245,637	347,063	271,450	306,876	306,876
275	Life Insurance	1,984	1,938	2,300	2,200	2,200	2,200
300	Pension - DC	0	7,048	14,947	11,200	11,745	11,745
305	Pension - DB	228,917	262,396	221,847	221,847	233,999	233,999
325	Longevity	50,966	52,433	55,972	53,945	59,445	59,445
350	Worker's Compensation	31,215	30,157	37,143	27,300	27,426	27,426
	Category Total	1,875,617	1,956,499	2,119,606	1,963,678	2,029,489	2,029,489
<b>(740)</b>	<b>OPERATING SUPPLIES</b>						
001	Gas & Oil	99,326	144,168	155,000	145,000	117,800	117,800
002	Books & Subscriptions	0	241	300	145	150	150
008	Supplies	1,182	2,330	1,800	5,200	1,800	1,800
019	Uniforms	12,704	12,674	13,000	13,120	13,133	13,133
030	Tools & Misc. Small Equip.	12,908	9,255	15,002	10,000	8,000	8,000
034	Safety Equipment	6,247	5,836	7,500	6,000	7,700	7,700
	Category Total	132,367	174,504	192,602	179,465	148,583	148,583
<b>(801)</b>	<b>PROFESSIONAL &amp; CONTRACTUAL</b>						
001	Conferences & Workshops	1,973	2,117	3,640	3,600	1,225	1,225
002	Memberships & Licenses	792	743	885	885	945	945
005	Fleet Insurance	32,850	27,950	26,025	26,025	27,675	27,675
006	Vehicle Maintenance	40,796	60,975	59,700	55,000	59,700	59,700
008	Equipment Maintenance	1,643	998	2,100	2,080	2,200	2,200
013	Education & Training	3,410	7,490	5,470	5,450	2,840	2,840
029	Cemetery Maintenance	154	0	500	750	600	600
030	Emergency Meal Allowance	647	709	900	900	900	900
	Category Total	82,265	100,982	99,220	94,690	96,085	96,085
<b>(970)</b>	<b>CAPITAL OUTLAY</b>						
002	Office Equipment	0	0	8,563	7,764	0	0
020	Equipment	33,736	20,168	24,500	22,000	29,500	29,500
058	Trucks	28,863	0	57,547	55,100	30,000	30,000
	Category Total	62,599	20,168	90,610	84,864	59,500	59,500
	<b>DEPARTMENT TOTAL</b>	<b>2,152,848</b>	<b>2,252,153</b>	<b>2,502,038</b>	<b>2,322,697</b>	<b>2,333,657</b>	<b>2,333,657</b>

**Road Maintenance**

**CAPITAL OUTLAY**

Department Number: 442

Acct.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget Quantity	Manager's Budget Amount
<b>020</b>		<b>EQUIPMENT</b>				
	1	Asphalt hot box - 2 ton	18,000	18,000	1	18,000
	1	Brine tank	11,500	11,500	1	11,500
		Total Equipment		29,500		29,500
<b>058</b>		<b>Trucks</b>				
	1	Pick-up Truck	26,000	26,000	1	26,000
	1	Plow	4,000	4,000	1	4,000
		Total Trucks		30,000		30,000
		<b>CAPITAL OUTLAY TOTAL</b>		<b>59,500</b>		<b>59,500</b>





## BUILDING MAINTENANCE

The operation and maintenance expenses for City Hall and the Police Facility (86,801 total square feet) 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 on page 9.*

- 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)

### 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 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
<b>Service Level</b>	Community Work Program “worker days”	356	363	363
	Requests for maintenance service	1,286	1,332	1,300
	Number of monthly inspections (HVAC)	168	168	168
	Number of buildings maintained	14	14	14
<b>Efficiency</b>	Percentage of service requests met within 10 days	90%	90%	90%
	Percentage of emergency call-ins responded to within 30 minutes	95%	95%	95%

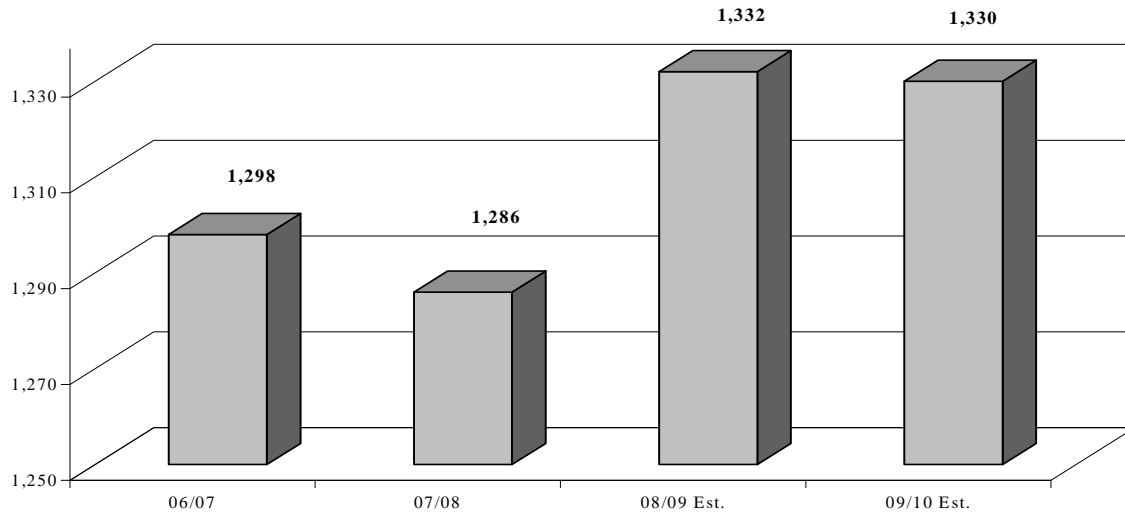
**Building Maintenance**

**STAFFING LEVELS**

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		07/08 Budget	08/09 Budget	09/10 Budget	09/10 Budget
<b>(010) Salaries</b>					
	Building Maintenance Supervisor	1	1	1	1
	Building Maintenance Technician	1	1	1	1
	Building Maintenance Worker	1	2	2	2
	<b>Total</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>DEPARTMENT TOTAL</b>		<b>3</b>	<b>4</b>	<b>4</b>	<b>4</b>

**KEY DEPARTMENTAL TRENDS**

**Service Requests for Maintenance**



**SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR**

**Salaries & Wages - 702**

**010 – Salaries** - Increases due to one (1) additional maintenance worker added in 08/09.

**Professional & Contractual - 801**

**046 - Custodial Contract** – 2008/09 estimated high due to a long term staff illness which resulted in contracting for maintenance serves for a period of time.

## Building Maintenance

DEPARTMENT NUMBER: 444

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(702)</b>	<b>SALARIES &amp; WAGES</b>						
010	Salaries	128,733	138,785	143,285	155,000	182,206	182,206
106	Sick & Vacation	(8)	664	1,412	1,103	1,334	1,334
112	Overtime	9,421	16,461	15,775	18,985	15,585	15,585
200	Social Security	12,547	13,833	14,840	17,650	18,096	18,096
250	Blue Cross/Optical/Dental	33,221	39,528	43,895	48,000	63,185	63,185
275	Life Insurance	274	274	300	400	400	400
300	Pension - DC	0	0	0	3,200	4,924	4,924
305	Pension - DB	26,887	32,026	30,637	30,637	32,348	32,348
325	Longevity	4,382	5,430	5,879	5,791	6,510	6,510
350	Worker's Compensation	2,437	2,449	2,645	2,300	2,450	2,450
	Category Total	217,894	249,450	258,668	283,066	327,038	327,038
<b>(740)</b>	<b>OPERATING SUPPLIES</b>						
001	Gas & Oil	844	1,113	1,860	1,400	1,320	1,320
002	Books & Subscriptions	0	0	50	0	0	0
008	Supplies	7,825	9,154	11,000	10,000	10,000	10,000
019	Uniforms	803	806	950	1,000	1,258	1,258
	Category Total	9,472	11,073	13,860	12,400	12,578	12,578
<b>(801)</b>	<b>PROFESSIONAL &amp; CONTRACTUAL</b>						
002	Memberships & Licenses	255	0	389	0	330	330
005	Fleet Insurance	900	750	825	825	825	825
006	Vehicle Maintenance	134	804	1,000	600	500	500
013	Education & Training	1,015	895	1,000	1,000	1,000	1,000
025	Utilities	91,260	95,092	115,000	115,000	120,000	120,000
029	Building Maintenance	29,429	31,916	32,000	32,000	31,758	31,758
046	Custodial Contract	3,570	6,990	5,040	57,319	4,000	4,000
	Category Total	126,563	136,447	155,254	206,744	158,413	158,413
<b>(970)</b>	<b>CAPITAL OUTLAY</b>						
015	Vehicles	0	0	0	0	0	0
020	Equipment	6,044	0	5,000	0	0	0
036	Building Improvements	0	0	5,000	0	0	0
	Category Total	6,044	0	10,000	0	0	0
	<b>DEPARTMENT TOTAL</b>	<b>359,973</b>	<b>396,970</b>	<b>437,782</b>	<b>502,210</b>	<b>498,029</b>	<b>498,029</b>

## 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 on page 9.*

- Eliminate basement flooding. (1,10,12,13)
- Improve condition of city streets. (1,3,12,13)
- Incorporate GIS technology into delivery of engineering services. (2,8)
- Address storm water quality concerns. (10,13)

### 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-TE<sup>3</sup> Program implementation (Safety Awareness for Everyone through Education, Enforcement and Engineering).

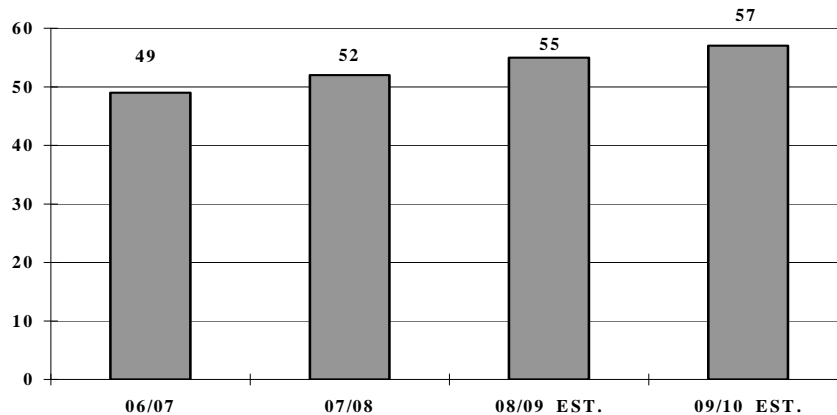
	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Estimated	FY 2009/10 Projected
<b>Service Level</b>	Contracts Let (number)	13	13	5
	Contracts Let (amount)	\$7,254,684	\$5,355,282	\$7,295,000
	Site Plans Reviewed	19	10	10
	Subdivision/Locations Participating in SAFE-TE <sup>3</sup>	52	55	57
	Citizen Service Requests	125	123	123
<b>Efficiency</b>	Percent first reviews within four weeks	89%	90%	90%

**STAFFING LEVELS**

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		07/08 Budget	08/09 Budget	09/10 Budget	09/10 Budget
<b>(010)</b>	<b>Salaries and Wages</b>				
	City Engineer	1	1	1	1
	Chief Engineering Inspector	1	1	1	1
	Senior Engineer	2	2	2	2
	Design Technician	1	1	1	1
	Civil Engineer III	1	1	1	1
	Civil Engineer II	2	2	2	2
	Civil Engineer I	1	1	0	0
	Engineering Aide IV	1	1	1	1
	Engineering Aide III	2	2	2	2
	Engineering Aide II	1	2	2	2
	Engineering Aide I	3	1	1	1
	Administrative Secretary	1	1	1	1
	Clerk Typist II	0	0	1	1
	Clerk Typist I	1	1	0	0
	Engineering Office Aide	1	1	1	1
	<b>Total</b>	<b>19</b>	<b>18</b>	<b>17</b>	<b>17</b>
<b>(038)</b>	<b>Part time (FTE)</b>				
	Part time wages	1.2	0.6	0	0.5
	<b>Total</b>	<b>1.2</b>	<b>0.6</b>	<b>0</b>	<b>0.5</b>
	<b>Department Total</b>	<b>20.2</b>	<b>18.6</b>	<b>17</b>	<b>17.5</b>

**KEY DEPARTMENTAL TRENDS**

**Subdivisions/Locations Participating in SAFE-TE<sup>3</sup>**



**SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR**  
**Salaries and Wages - 702**

**010 – Salaries & Wages** – A current vacant Civil Engineer position will not be filled due to decrease in workload.

**106 – Sick & Vacation** - Increase due to new vacation time policy.

**112 – Overtime** - Substantially reduced due to budgetary constraints.

**Professional and Contractual - 801**

**004 – Consultants** - Expenses substantially reduced due to reduced workloads.

**005 – Fleet Insurance** - Reduced vehicle fleet by one office and one field vehicle.

**013 – Education & Training** – Reduced due to budgetary constraints.

DEPARTMENT NUMBER: 449

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(700)</b>	<b>COST REIMBURSEMENT</b>						
592	Sewer Fund	(83,496)	(92,243)	(97,190)	(97,190)	(103,442)	(103,442)
	Category Total	(83,496)	(92,243)	(97,190)	(97,190)	(103,442)	(103,442)
<b>(702)</b>	<b>SALARIES &amp; WAGES</b>						
010	Salaries & Wages	994,617	1,037,658	1,081,921	1,041,622	1,069,441	1,069,441
038	Part-time	44,302	20,147	15,088	21,975	15,538	15,538
106	Sick & Vacation	27,607	18,869	23,004	37,977	32,591	32,591
112	Overtime	42,733	58,419	54,056	33,000	29,608	29,608
200	Social Security	85,948	88,765	93,070	90,750	89,468	89,468
250	Blue Cross/Optical/Dental	204,243	238,489	274,103	245,000	255,822	255,822
275	Life Insurance	4,408	4,589	5,685	5,413	5,494	5,494
300	Pension - DC	0	9,255	10,745	5,580	4,874	4,874
305	Pension - DB	231,091	262,436	222,971	222,971	228,719	228,719
325	Longevity	46,045	51,134	51,636	51,589	56,568	56,568
350	Worker's Compensation	7,216	6,763	7,436	5,037	5,165	5,165
	Category Total	1,688,210	1,796,524	1,839,715	1,760,914	1,793,288	1,793,288

## Engineering Division

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(740)</b>	<b>OPERATING SUPPLIES</b>						
001	Gas & Oil	15,569	21,377	24,800	20,000	17,600	17,600
002	Books & Subscriptions	319	169	339	229	209	209
008	Supplies	13,484	11,526	6,800	9,500	8,000	8,000
	Category Total	<u>29,372</u>	<u>33,072</u>	<u>31,939</u>	<u>29,729</u>	<u>25,809</u>	<u>25,809</u>
<b>(801)</b>	<b>PROFESSIONAL &amp; CONTRACTUAL</b>						
001	Conferences & Workshops	5,761	6,309	8,763	7,484	7,525	7,525
002	Memberships & Licenses	1,384	1,641	1,945	1,790	1,210	1,210
004	Consultants	713	5,134	20,975	5,000	3,000	3,000
005	Fleet Insurance	11,700	9,750	9,900	9,900	8,250	8,250
006	Vehicle Maintenance	3,669	5,431	5,750	4,000	5,200	5,200
007	Office Equip. Maintenance	2,358	2,545	3,300	4,300	3,300	3,300
009	Consulting & Review Fee	22,796	1,050	6,000	1,500	6,000	6,000
013	Education & Training	8,819	6,500	13,025	11,100	6,650	6,650
024	Printing Services	1,203	44	450	600	500	500
027	Radio Maintenance	0	0	150	0	0	0
041	Vehicle Allowance	3,600	3,600	3,600	3,600	3,600	3,600
	Category Total	<u>62,003</u>	<u>42,004</u>	<u>73,858</u>	<u>49,274</u>	<u>45,235</u>	<u>45,235</u>
<b>(970)</b>	<b>CAPITAL OUTLAY</b>						
001	Office Furniture	0	3,137	0	0	0	0
002	Office Equipment	0	0	18,985	17,087	2,000	2,000
006	Survey Equipment	34,718	17,787	0	0	0	0
007	Grant Equipment	0	6,000	0	0	0	0
015	Inspection Vehicles	32,413	30,879	30,000	27,227	0	0
	Category Total	<u>67,131</u>	<u>57,803</u>	<u>48,985</u>	<u>44,314</u>	<u>2,000</u>	<u>2,000</u>
	<b>DEPARTMENT TOTAL</b>	<u><b>1,763,220</b></u>	<u><b>1,837,160</b></u>	<u><b>1,897,307</b></u>	<u><b>1,787,041</b></u>	<u><b>1,762,890</b></u>	<u><b>1,762,890</b></u>

### CAPITAL OUTLAY

Acct.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
970					Quantity	Amount
<b>002</b>		<b>OFFICE EQUIPMENT</b>				
	1	Desk Top Work Station	2,000	2,000	1	2,000
		Total Office Equipment		2,000		2,000
		<b>CAPITAL OUTLAY TOTAL</b>		2,000		2,000

## 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.

The DPW's garage is responsible for maintaining the City's fleet of 105 passenger vehicles, 36 patrol vehicles, 43 pick-up trucks, 18 light trucks, 41 utility vehicles, 29 heavy trucks, 17 private vehicles, 17 vans/buses, 20 multi-purpose vehicles, 26 pieces of heavy road equipment, and 14 pieces of small equipment. The fleet maintenance operation utilizes two facilities; the main garage at the DPW and a satellite garage located at Police Department headquarters. Emission controls, fuel economy, computerized engine controls, safety enhancements, and new standard equipment 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 on page 9.*

- Improve fleet safety, reliability, and equipment longevity. (2,8)
- Interface GIS Technology with DPW services. (2,8)
- Improve contract management (bid preparation and inspection of contracted maintenance services). (2)
- Ensure a safe work environment. (8)

### PERFORMANCE OBJECTIVES

- Reduce vehicle downtime and life cycle cost.
- Improve the preparation, scheduling, and oversight of contracted maintenance services.
- Better utilization of computer systems to improve the efficiency of services.



**DPW Maintenance Facility**

	Performance Indicators	FY07/08	FY 08/09	FY 09/10
		Actual	Projected	Estimated
<b>Service Level</b>	Service Contracts	34	36	37
	Service Requests	834	852	860
	Purchase Orders	85	83	80
	Brake System Repairs	164	180	180
	Steering and Suspension	635	699	700
	Heating and Cooling	513	564	620
	Transmission and Drive Train	55	61	65
	Exhaust System	27	24	21
	Electrical	239	384	422
	Glass and Body Repair	207	207	228
	Tires Replaced	244	268	295
	Preventative Maintenance Inspections	2,059	2,400	2,450
	Other Equipment/Vehicle Repairs	4,414	4,500	4,550
	Hours of Education	204	210	215
<b>Efficiency</b>	Fleet maintenance cost per vehicle*	\$2,221.71	\$2,379.11	\$2,376.79
	Operational cost per vehicle**	\$4,288.46	\$3,769.45	\$4,175.21

\*Does not include shop overhead.

\*\*Includes all costs except capital (purchase price) and insurance.

**STAFFING LEVELS**

Acct.	Title or Position	Authorized Positions		Requested	Authorized
		07/08	08/09	09/10	09/10
450		Budget	Budget	Budget	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	3	3	3	3
Mechanic II	1	1	1	1
Mechanic I	1	1	0	0
Inventory & Repair Coordinator	1	1	1	1
Building Maint Tech.	1	1	1	1
	11	11	10	10

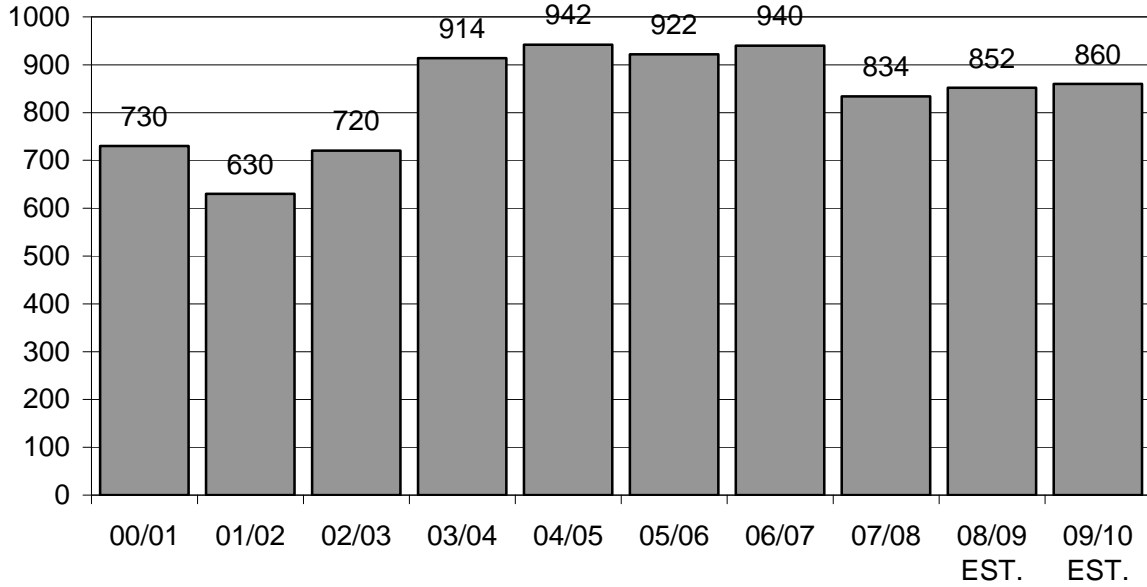
**(038) Part-time**

	0	0	0.5	0.5
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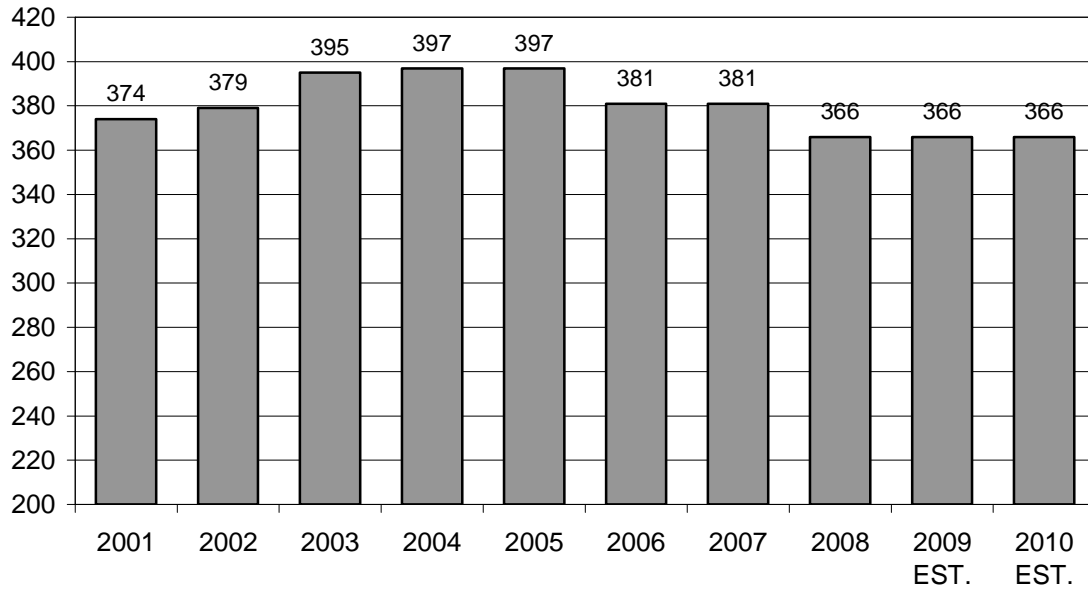
<b>DEPARTMENT TOTAL</b>	<b>11</b>	<b>11</b>	<b>10.50</b>	<b>10.50</b>
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### KEY DEPARTMENTAL TRENDS

#### Service Requests Processed



#### Number of Vehicles and Equipment Maintained



**DPW Maintenance Facility**

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**SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR**

**Salaries & Wages**

**038 - Part-time**—Increase due to the transfer (from Road Maintenance to DPW Maintenance Facility) of one seasonal employee, assigned to garage/tool crib duties.

**106 - Sick and Vacation**—Increase due to anticipated retirement of one mechanic.

**Operating Supplies**

**001 - Fuel and Oil Inventory**—Anticipating a fuel expenditure reduction based primarily on reduced fuel cost, as well as reduced staffing.

**009 - Gas and Oil**—Reduce cost of fueling three vehicles in the garage budget due to anticipated lower cost per gallon.

**085 - Misc. Auto/Truck Supplies**—Reduced funding due to fleet reduction and tighter fiscal control of auto/truck items not reimbursed through interdepartmental chargeback's.

**Professional & Contractual**

**001 - Conferences and Workshops**—Funding reduced in order to comply with budget reduction directive.

**013 - Education and Training**—Minimal funding remains to defray the cost of essential equipment maintenance training. All other training has been suspended.

**027 - Radio Maintenance Allowance** - With increasing use of cell phones and the corresponding reduction in the use of radios, radio maintenance costs are projected to decline.

DEPARTMENT NUMBER: 450

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(702)</b>	<b>SALARIES &amp; WAGES</b>						
015	Supervision/Sec./Mech.	557,998	586,256	601,447	605,900	570,823	570,823
038	Part-time	10,193	0	0	0	12,500	12,500
106	Sick & Vacation	3,010	785	4,775	4,776	10,830	10,830
112	Overtime	31,945	21,268	30,968	22,000	23,000	23,000
200	Social Security	47,745	48,517	51,800	51,500	50,265	50,265
250	Blue Cross/Optical/Dental	104,055	116,893	130,884	130,000	131,581	131,581
275	Life Insurance	1,333	1,343	1,534	1,534	1,434	1,434
300	Pension - DC	0	0	0	0	0	0
305	Pension - DB	120,973	142,894	130,884	130,884	138,096	138,096
325	Longevity	34,685	37,263	40,288	40,401	39,910	39,910
350	Worker's Compensation	5,992	5,649	7,090	6,674	4,939	4,939
	Category Total	917,929	960,868	999,670	993,669	983,378	983,378

**DPW Maintenance Facility**

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(740) OPERATING SUPPLIES</b>							
001	Fuel & Oil Inventory	566,870	756,434	861,535	680,000	658,224	658,224
002	Books & Subscriptions	3,000	1,553	2,385	1,900	1,950	1,950
008	Supplies	12,131	14,507	12,400	12,350	12,500	12,500
009	Gas & Oil	5,038	6,332	8,370	6,000	5,500	5,500
012	Mechanics Tool Allowance	3,699	2,976	3,750	3,750	3,750	3,750
076	Auto/Truck Parts	120,222	120,234	152,056	155,700	154,950	154,950
085	Misc. Auto/Truck Supplies	9,520	9,961	13,400	11,000	11,500	11,500
	Category Total	720,480	911,997	1,053,896	870,700	848,374	848,374
<b>(801) PROFESSIONAL &amp; CONTRACTUAL</b>							
001	Conferences & Workshops	2,491	2,862	3,746	3,740	1,560	1,560
002	Memberships & Licenses	861	1,010	1,050	1,050	1,056	1,056
005	Fleet Insurance	2,700	2,250	1,950	1,950	2,000	2,000
006	Vehicle Maintenance	1,687	433	1,700	1,500	1,700	1,700
007	Office Equip. Maintenance	4,181	4,078	4,500	6,000	5,500	5,500
008	Garage Equip. Maintenance	1,091	1,760	2,000	3,800	2,000	2,000
013	Education & Training	407	596	1,150	1,000	240	240
023	Data Processing	5,090	5,243	0	0	0	0
025	Utilities Expense	91,562	88,331	105,000	92,910	96,626	96,626
027	Radio Maintenance	93	15	650	250	300	300
029	Building Maintenance	23,476	22,252	19,684	25,100	18,000	18,000
046	Custodial Contract	7,072	9,020	10,011	10,240	10,671	10,671
056	Refuse Removal	8,319	8,040	9,500	8,175	8,424	8,424
104	Subcontract Repairs	42,815	38,871	30,196	30,000	32,000	32,000
	Category Total	191,845	184,761	191,137	185,715	180,077	180,077
<b>(970) CAPITAL OUTLAY</b>							
001	Office Furniture	0	0	0	0	0	0
002	Office Equipment	0	0	0	0	0	0
007	Garage Equipment	10,915	0	0	0	0	0
015	Vehicles	32,413	16,266	57,547	54,974	30,000	30,000
036	Building Improvements	0	0	0	0	0	0
	Category Total	43,328	16,266	57,547	54,974	30,000	30,000
	Total Expenditures	1,873,582	2,073,892	2,302,250	2,105,058	2,041,829	2,041,829
	Less Interdepartment Billings	(687,340)	(867,321)	(1,032,513)	(865,700)	(845,174)	(845,174)
	<b>DEPARTMENT TOTAL</b>	<b>1,186,242</b>	<b>1,206,571</b>	<b>1,269,737</b>	<b>1,239,358</b>	<b>1,196,655</b>	<b>1,196,655</b>

**CAPITAL OUTLAY**

Department Number: 450

Acct.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget	
970					Quantity	Amount
<b>015</b>		<b>VEHICLES</b>				
	1	Pick-up Truck (Replacement)	26,000	26,000	1	26,000
	1	Plow	4,000	4,000	1	4,000
		Total Vehicles		30,000		30,000
		<b>CAPITAL OUTLAY TOTAL</b>		<b>30,000</b>		<b>30,000</b>



# ROAD REIMBURSEMENT

The Road Reimbursement Budget represents the Major and Local Road Funds reimbursement for the cost of labor and equipment to the General Fund for the maintenance of the City’s road network. These activities include street sweeping, grading, pavement striping and dust control as well as many other road related functions. The General fund is reimbursed on a per-hour basis for both labor, including fringe benefits, and equipment.

DEPARTMENT NUMBER: 451

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(700) COST REIMBURSEMENT</b>							
200	Road Fund Reimbursement	(2,594,927)	(2,870,536)	(2,848,200)	(2,898,200)	(2,985,150)	(2,985,150)
<b>DEPARTMENT TOTAL</b>		<b>(2,594,927)</b>	<b>(2,870,536)</b>	<b>(2,848,200)</b>	<b>(2,898,200)</b>	<b>(2,985,150)</b>	<b>(2,985,150)</b>

# WASTE COLLECTION/RECYCLING

In 2008, the City awarded a new five-year contract for refuse, recycling and yard waste collection with Waste Management, Inc, which broadens the range of recyclable materials. 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 2009. 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 on page 9.*

- Improve waste collection services and reduce complaints. (1,13)
- Increase recycling and yard waste diversion rate. (1,2,10,12,13)
- Provide waste collection, recycling, and composting in a cost-effective manner. (1,2,10,12,13)
- Decrease landfilled waste volume. (10)

### STAFFING LEVELS

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		07/08 Budget	08/09 Budget	09/10 Budget	09/10 Budget
<b>(038)</b>	<b>Part time (FTE)</b>				
	Teleprocessing Operator	0.5	0.5	0.5	0.5
	Clerk Typist I	0.5	0.5	0.5	0.5
	Total	1	1	1	1
	<b>Department Total</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

**PERFORMANCE OBJECTIVES**

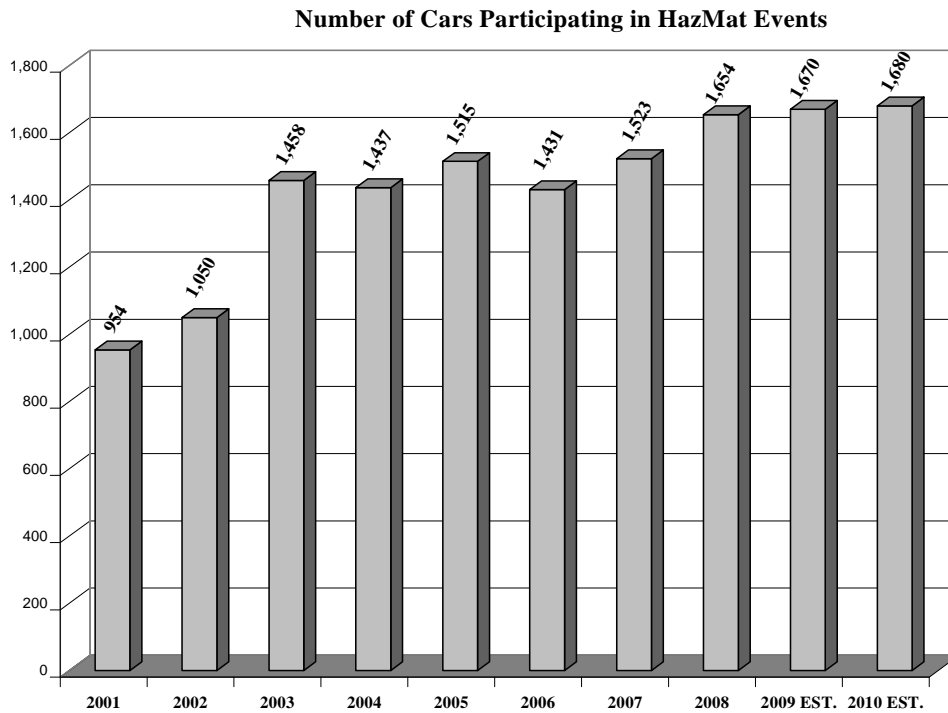
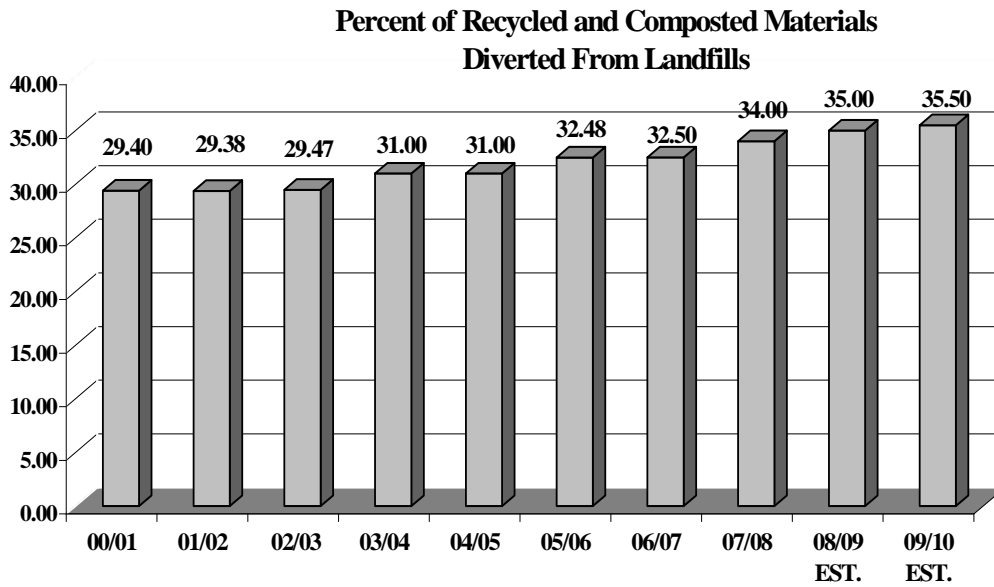
- Promote recycling through education.
- Increase recycling rates.
- Improve recycling services through better contractor performance.
- Expand spectrum of recyclable materials.
- Encourage recycling of yard waste through composting and mulch mowing.

Service Level	Performance Indicators	FY 07/08 Actual	FY 08/09 Estimated	FY 09/10 Estimated
		Pounds waste per household	2,789	2,900
	Dwelling units served	22,987	22,990	23,000
Efficiency	Average contractor completion time	5:00	5:00	5:00
	Diversion rate	34.2%	35.0%	35.5%
	Waste Landfilled	65.8%	65.0%	64.5%





### KEY DEPARTMENTAL TRENDS



**Waste Collection/Recycling****SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR****Operating Supplies****008 – Miscellaneous** - Reduced funding for workshop training.**Professional & Contractual****058 - Recycling Center**—Increase due to greater quantity of compost material hauled to the Soccer Soccer parking lot, in response to popular demand.

DEPARTMENT NUMBER: 523

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(702) SALARIES &amp; WAGES</b>							
038	Part-time	14,498	29,764	33,223	26,400	34,220	34,220
200	Social Security	1,109	2,277	2,558	2,020	2,618	2,618
350	Workers Compensation	27	51	73	55	75	75
	Category Total	15,634	32,092	35,854	28,475	36,913	36,913
<b>(740) OPERATING SUPPLIES</b>							
008	Miscellaneous	195	979	8,645	6,600	6,800	6,800
	Category Total	195	979	8,645	6,600	6,800	6,800
<b>(801) PROFESSIONAL &amp; CONTRACTUAL</b>							
056	Collection Contract	3,164,901	3,260,450	3,202,306	3,196,137	3,249,918	3,249,918
058	Recycling Center	13,793	15,476	13,200	15,800	16,350	16,350
059	Contribution to RRRASOC	100,586	100,586	100,586	100,586	100,586	100,586
060	Disposal of Household Hazardous Materials	52,532	53,963	57,120	63,118	58,000	58,000
	Category Total	3,331,812	3,430,475	3,373,212	3,375,641	3,424,854	3,424,854
	Total Expenditures	3,347,641	3,463,546	3,417,711	3,410,716	3,468,567	3,468,567
	Less Farmington Contribution	(4,544)	(5,990)	(6,003)	(6,003)	(6,516)	(6,516)
	<b>DEPARTMENT TOTAL</b>	<b>3,343,097</b>	<b>3,457,556</b>	<b>3,411,708</b>	<b>3,404,713</b>	<b>3,462,051</b>	<b>3,462,051</b>

## SPECIAL SERVICES SUMMARY

DIV. NO.	Category and Line Item	2006/07 Actual Expenditures	2007/08 Actual Expenditures	2008/09 Adopted Budget	2008/09 Estimated Expenditures	2009/10 Proposed Budget	2009/10 Adopted Budget
<b>SPECIAL SERVICES:</b>							
752	Administration	2,085,111	2,189,440	2,186,038	2,392,276	2,159,607	2,159,607
760	Youth Services	365,726	357,541	412,454	366,654	378,510	378,510
765	Senior Services	817,102	880,961	812,099	975,068	895,004	895,004
770	Parks Maintenance	1,638,974	1,875,616	1,854,992	1,844,907	1,730,378	1,800,378
775	Cultural Arts	347,984	369,704	388,944	378,253	369,282	369,282
780	Golf Course	1,047,557	758,731	781,819	728,313	745,856	745,856
785	Recreation Programs	539,098	564,260	572,022	565,092	577,585	577,585
<b>TOTAL SPECIAL SERVICES</b>		<b>6,841,552</b>	<b>6,996,253</b>	<b>7,008,368</b>	<b>7,250,563</b>	<b>6,856,222</b>	<b>6,926,222</b>



Farmington Hills Spicer House

## 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, Activities Center Division and the Ice Arena.

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 on page 9*

- Implement a web-base registration program for the department's programs and classes. (2)
- Manage millage funds to expand and improve Costick Center. (2)
- Provide the equipment and training staff needs to complete their duties in a safe and efficient manner. (2,8)
- Evaluate the department's services, programs, and classes, to ensure they meet the needs of our residents. (2,6)
- Protect natural resources and remain good environmental stewards. (10,12,13)
- Provide administrative oversight and support to each division within the department. (8)
- Continue to work closely with other City Departments to ensure the deliver of high-quality services to our residents. (1,13)
- Strengthen and create new partnerships. (2)
- Provide high quality facilities, services and programs. (1,6,13)
- Respond proactively to emerging trends and issues in order to remain a vital force in the community. (6,12,13)
- Increase public awareness by developing a department-wide Marketing Plan. (11)
- Create Department Safety & Risk Management team. (8)
- Provide support for the new Historical Museum located at Heritage Park. (6,12,13)
- Oversee construction, opening and overall operation of new Riley Skate. (2,6)

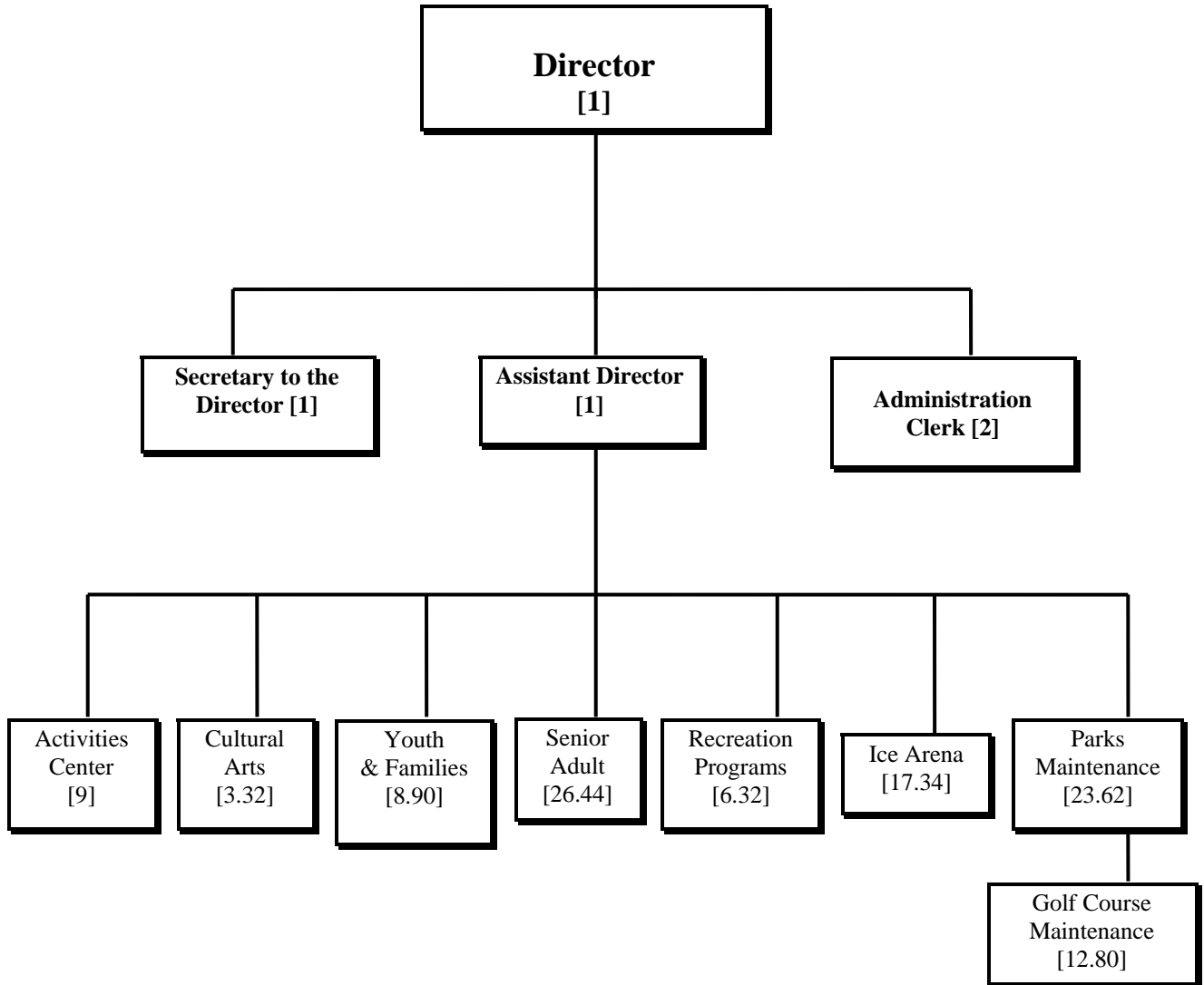
**Administration**

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**STAFFING LEVELS**

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		07/08 Budget	08/09 Budget	09/10 Budget	09/10 Budget
<b>(702)</b>	<b><u>ADMINISTRATION</u></b>				
<b>(010)</b>	<b>Administration</b>				
	Director	1	1	1	1
	Assistant Director	1	1	1	1
	Facility Supervisor	1	1	1	1
	Facilities Coordinator	1	1	1	1
	Secretary to the Director	1	1	1	1
	Bldg. Maintenance Tech. Aide	1	1	1	1
	Clerk Typist I	0	1	1	1
	Clerk Typist II	2	1	1	1
	<b>Total</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>
<b>(011)</b>	<b>Program Management</b>				
	Recreation Supervisor	4	4	4	4
	Recreation Superintendent	1	1	1	1
	<b>Total</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>(038)</b>	<b>Part time</b>	<b>6.30</b>	<b>8.00</b>	<b>5.60</b>	<b>6.32</b>
	<b>ADMINISTRATION TOTAL</b>	<b>20.30</b>	<b>22.00</b>	<b>19.60</b>	<b>20.32</b>

# SPECIAL SERVICES



Total Full Time Equivalent [112.74]

**Administration**

**SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR**

**Salaries & Wages- 702**

**038 – Part-Time** - Recreation programmer position was eliminated, staff hours at the Jon Grant Center, Longacre House, and Costick Center have been reduced.

**112 – Overtime** - Funding reduction by using more flex-time hours to cover events.

**Professional & Contractual – 801**

**072 – Special Project** - Reduced due to budget constraints.

DEPARTMENT NUMBER: 752

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(702)</b>	<b><u>ADMINISTRATION</u></b>						
	<b>Salaries &amp; Wages</b>						
010	Administrative & Clerical	440,494	460,390	496,743	485,000	506,232	506,232
011	Program Management	260,403	269,397	276,340	278,000	284,626	284,626
038	Part-time	180,939	206,412	209,887	206,125	180,500	180,500
106	Sick & Vacation	21,300	12,355	15,000	14,825	16,874	16,874
112	Overtime	13,094	14,249	12,618	12,404	3,023	3,023
200	Social Security	70,808	75,274	79,300	78,100	77,802	77,802
250	Blue Cross/Optical/Dental	138,465	130,838	181,683	145,000	168,614	168,614
275	Life Insurance	2,391	2,440	2,418	2,418	2,450	2,450
300	Pension - DC	0	0	0	3,450	4,695	4,695
305	Pension - DB	147,519	178,098	164,010	164,010	164,945	164,945
325	Longevity	17,492	19,804	25,394	24,521	28,793	28,793
350	Worker's Compensation	7,573	7,464	9,100	6,900	7,042	7,042
	Category Total	1,300,478	1,376,721	1,472,493	1,420,753	1,445,596	1,445,596
<b>(740)</b>	<b><u>Operating Supplies</u></b>						
001	Gas & Oil	2,796	4,415	6,500	5,200	5,060	5,060
002	Books & Subscriptions	79	152	195	110	110	110
008	Supplies	127,237	113,497	97,000	97,200	91,500	91,500
	Category Total	130,112	118,064	103,695	102,510	96,670	96,670
<b>(801)</b>	<b><u>Professional &amp; Contractual</u></b>						
001	Conferences & Workshops	3,189	3,592	2,780	2,494	2,050	2,050
002	Memberships & Licenses	5,017	5,919	4,575	5,535	5,535	5,535
004	Personnel Advertisement	439	0	600	0	0	0
005	Fleet Insurance	2,700	2,250	2,475	2,475	2,475	2,475
006	Vehicle Maintenance	1,333	1,448	1,100	1,250	1,100	1,100
007	Office Equip. Maint. & Rent	32,422	29,037	27,500	24,221	22,428	22,428
013	Education & Training	2,611	4,249	2,860	2,860	2,860	2,860
016	Telephone	10,673	12,932	12,624	13,600	11,760	11,760
018	Postage & Bulk Mailing	24,729	12,871	21,675	20,400	21,675	21,675



## Administration

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
024	Printing Costs	39,744	41,770	42,390	43,300	43,800	43,800
025	Utilities	213,050	233,323	235,540	234,340	240,000	240,000
029	Maintenance & Repair	83,790	103,071	76,100	90,600	81,600	81,600
035	Credit Card Fees	23,717	30,825	38,000	38,000	40,000	40,000
041	Auto Allowance	3,600	3,822	3,600	3,378	3,600	3,600
042	Mileage Reimbursement	3,452	4,086	3,000	1,600	1,600	1,600
066	Contract Services	185,812	180,969	118,731	119,484	123,808	123,808
067	Scholarships	11,310	11,878	10,800	11,300	11,300	11,300
068	ADA Accommodations	141	0	500	0	250	250
072	Special Projects	5,182	11,359	5,000	5,000	1,500	1,500
	Category Total	652,911	693,401	609,850	619,837	617,341	617,341
<b>(970)</b>	<b>Capital Outlay</b>						
001	Office Furniture	0	0	0	0	0	0
002	Office Equipment	1,610	1,254	0	1,346	0	0
004	Recreation Equipment	0	0	0	0	0	0
036	Building Improvements	0	0	0	247,830	0	0
	Category Total	1,610	1,254	0	249,176	0	0
<b>ADMINISTRATION TOTAL</b>		<b>2,085,111</b>	<b>2,189,440</b>	<b>2,186,038</b>	<b>2,392,276</b>	<b>2,159,607</b>	<b>2,159,607</b>





## YOUTH & FAMILIES DIVISION

**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 developed and implemented a structured program for middle school age students. The program targets youth eleven through fifteen years of age that would benefit from supervised after-school activities consisting of educational tutoring, group discussions, recreation, and social skill development. Throughout its history, the program has been a model of innovation and a place where the youth want to be!

The program is consistently seeking input from youth in creating and implementing programs, while simultaneously providing leadership opportunities for program participants. Youth Center Members and Mayors Youth Council representatives have attended local, state, and national conferences and workshops representing both Middle and High School age youth from our communities.

Youth Center members have the opportunity to participate in special programs throughout the year. Special programs include Club Z! Tutoring (a professional tutoring service), Cooking, Dance Classes, Exercise Programs, Fire Prevention, First Aid Classes, Kitchen Safety, Life Skills Training, Tae Kwon Do Classes, Sushi Classes, and Yoga Classes. Community Service Projects and Intergenerational Programs are also an important element of the general program. Youth Center Members are always participating in fundraisers to help with the costs of their special programs

Over 7,000 youth have taken part in the youth center program since its beginning. There are approximately 1,500 current members. This year, 275 members attended one of the five centers on a daily basis. The 2008 Summer Program saw 98 participants enrolled in the Drop-In Center, averaging 41 youth per day and 19 youth on each of the 23 field trips that were offered.

In 2008, The Jon Grant Center went into its second full year with continued success and popularity. We are excited to announce the opening of our 6<sup>th</sup> youth center in partnership with Prince of Peace Lutheran Church. With the YMCA offering a youth center on Tuesdays and Thursdays, and the POP Center available Mondays, Wednesdays and Fridays, the youth in that area will have a supervised place to go.

**GOALS**

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

- Continue to maintain program enrollment even with the addition of a new membership fee. (6,13)
- Offer a variety of affordable Summer Program field trips presenting members the opportunity to visit 30 fun-filled venues. (1,6,13)
- Successful implementation of Incentive Programs offered to members at youth centers. Members will have opportunities to attend classes addressing Alcohol and Drug Awareness, Community Laws and Norms, Emergency First Aid, and Life Skills Training dealing with decision-making, conflict resolution, and verbal and nonverbal communication skills. (1,6,13)
- Expand our enrichment opportunities and continue to enhance programs for the After School Youth Members, such as Girl Power and the Youth Center Council, while maintaining existing programs like Scrapbooking, and the Warner Crusaders Club. (1,6,13)
- Continue to offer group tutoring 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)
- Sponsor events in partnership with the Farmington Hills Recreation Division, Farmington Public Schools, the Farmington Family YMCA, and other community youth organizations to continue to engage the youth in our communities in the good-decision making process. (2,6,13)
- Participate in “Career Explorers” where youth members will be matched up with community business partners to learn career skills. (6)
- Find new and creative ways to provide sustainable funding for existing programs by continuing and establishing new community partnerships. (2,6)
- Continue to offer and promote programs at the new POP Youth Center and offer opportunities for students to explore new interests and build social skills. (6)
- Retain and expand our partnership with the Clarenceville School District allowing us to better service the southeast corner of Farmington Hills and Farmington. (2,6)
- Create efficiencies & cost savings by sharing some of our video games and other equipment within our five youth centers, this will be cost effective to our program. (2)

**PERFORMANCE OBJECTIVES**

- Enroll 475 new incoming 6<sup>th</sup> Graders as Youth Center Members this fall.
- Continue to have 280 Youth Center Members attend the youth centers daily.
- Offer new opportunities for youth to be part of the decision making process in their youth centers.
- Pursue new programs in partnership with our local area faith groups and other youth organizations in our communities.
- Explore new relationships to secure sustainable funding for current and future youth programs.

Service Level	Performance Indicators	FY 2007/08	FY 2008/09	FY 2009/10
		Actual	Projected	Estimated
Service Level Summer	Summer program drop in center participants	98	125	125
	Daily average summer drop in center attendance	41	55	75
	Summer program field trip participants	222	300	300
	Daily average summer field trip attendance	19	25	30
	Number of summer field trips	23	30	30
	Service Level School Year	Total number of enrolled youth members (6 <sup>th</sup> – 9 <sup>th</sup> Grade)	1,500	1,300
Total yearly participants visits (Not Including the YMCA)		27,000	25,500	22,000
Total daily average attendance at the four youth centers		292	280	250
Special program & activity participants		360	300	300
YMCA program participants		7,750	4,500	4,500
Total youth center program participants (All Youth Centers)		30,000	30,000	26,500
Efficiency	Percent of boys and girls enrolled in the program	55% - Boys 45% - Girls	55% - Boys 45% - Girls	54% - Boys 46% - Girls
	Percent of middle school students enrolled in the program	54%	50%	45%

**STAFFING LEVELS**

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		07/08 Budget	08/09 Budget	09/10 Budget	09/10 Budget
<b>(760)</b>	<b>YOUTH &amp; FAMILIES</b>				
010	Youth Services Supervisor	1	1	1	1
	Total	1	1	1	1
038	<b>Part time (FTE)</b>	9.40	9.40	7.90	7.90
	<b>DEPARTMENT TOTAL</b>	<b>10.40</b>	<b>10.40</b>	<b>8.90</b>	<b>8.90</b>

**SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR**

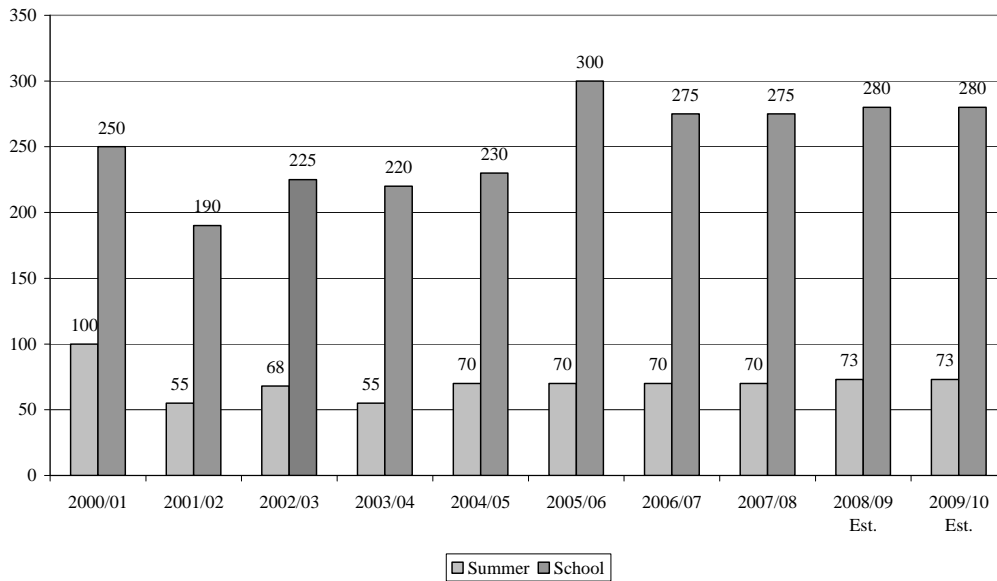
**Salaries & Wages - 702**

**038 –Part-Time-Reduced** as a cost-saving measure. Will not effect the hours the centers are open

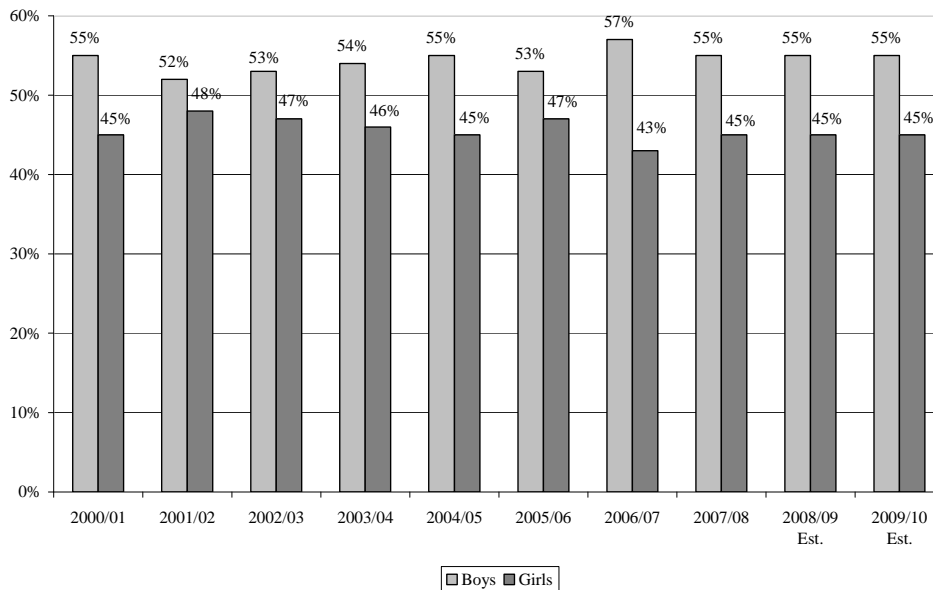
**112 – Overtime -** Funding reduce, more flex-time hours to cover events

**KEY DEPARTMENT TRENDS**

**Summer & School Year  
Daily Average Attendance**



**Percentage of Boys to Girls**



## Youth & Families Division

### DEPARTMENT NUMBER: 760

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(702) Salaries &amp; Wages</b>							
010	Administrative & Clerical	57,680	59,672	61,210	61,430	63,046	63,046
038	Part-time	159,805	152,630	198,280	160,500	170,400	170,400
106	Sick & Vacation	4,187	4,275	4,480	4,200	4,242	4,242
112	Overtime	10,143	7,670	5,960	4,000	1,000	1,000
200	Social Security	17,645	17,319	20,822	17,800	18,550	18,550
250	Blue Cross/Optical/Dental	6,987	5,007	7,817	6,100	7,838	7,838
275	Life Insurance	91	91	100	100	100	100
300	Pension - DC	0	0	0	0	0	0
305	Pension - DB	12,112	14,343	13,075	13,075	13,730	13,730
325	Longevity	2,308	2,377	2,448	2,449	2,522	2,522
350	Worker's Compensation	2,399	2,268	3,347	2,100	2,182	2,182
Category Total		273,357	265,652	317,539	271,754	283,610	283,610
<b>(740) Operating Supplies</b>							
002	Books & Subscriptions	546	54	90	100	100	100
008	Supplies	44,424	41,761	41,000	41,000	41,000	41,000
Category Total		44,970	41,815	41,090	41,100	41,100	41,100
<b>(801) Professional &amp; Contractual</b>							
001	Conferences & Workshops	2,062	2,435	2,225	2,000	2,000	2,000
002	Memberships & Licenses	1,012	1,713	1,300	1,500	1,500	1,500
007	Office Equip. Maint. & Rent	30,300	30,312	34,200	34,200	34,200	34,200
013	Education & Training	53	231	100	100	100	100
042	Mileage Reimbursement	4,657	2,181	3,000	3,000	3,000	3,000
066	Contractual Services	7,916	13,202	13,000	13,000	13,000	13,000
Category Total		46,000	50,074	53,825	53,800	53,800	53,800
<b>(970) Capital Outlay</b>							
002	Office Equipment	0	0	0	0	0	0
020	Miscellaneous Equipment	1,399	0	0	0	0	0
Category Total		1,399	0	0	0	0	0
<b>Total Youth &amp; Families</b>		<b>365,726</b>	<b>357,541</b>	<b>412,454</b>	<b>366,654</b>	<b>378,510</b>	<b>378,510</b>

## SENIOR DIVISION

**MISSION STATEMENT:** Enhance the quality of life for Adults 50 & Better. Provide a broad spectrum of activities and services to meet the varied and dynamic needs of the community. Involve older adults in their community as leaders, teachers and learners while developing the Senior Division as a model for successful aging.

The Farmington Hills Senior Division serves adults 50 years and above in our community by providing programs and services designed to foster independent, healthy lifestyles while promoting continued productivity and engagement. Emphasis is placed on innovative, leading-edge programming targeting Abbies (aging baby boomers) as well as traditional programs encompassing physical, social, educational, recreational activities, regardless of income, race, and religion, physical or mental disability. Community-based service programs are offered for adult residents needing assistance with specialized transportation, chore services, home delivered meals, nutritional supplements, prescriptions, adult respite/day care and other services specialized to accommodate older adults and their lifestyles. Intercommunity partnerships expand opportunities for a more diverse program. Planned events are scheduled daily including evenings and weekends within the Costick Activities Center, Longacre House and the Jon Grant Community Center.

### GOALS

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

- Create surveys to better evaluate the needs for establishing programs, activities and events to reach the broad generational spectrum of interests and lifestyles. (6, 13)
- Foster community awareness of existing programs & services available to **Adults 50 & Better** through marketing on local cable TV, mailings, and the City's web site. (11)
- Improve accessible community mobility and independence addressing the needs of seniors and handicapped through a more comprehensive Transportation Program. (1,12,13)
- Revise menu options to create a cafeteria style dining experience promoting healthy choices for the boomers through the Nutrition Program. (1,12)
- Promote skills and support to strengthen family caregivers through the adult/day respite program. (6)
- Establish a volunteer based system to seek and train a volunteer core that will supplement and enhance existing activities/ programs.(2,4,6)
- Generate intergenerational activities with the schools in programs such as Senior Adults Giving to Education, (S.A.G.E.) and a pilot program with seniors supporting elementary students needing a boost in proper nutrition. (2,4)
- Support life long learning opportunities thru computer classes, speaker's series and professional affiliations. (6)
- Increase evening and weekend programs designed to respond to the trends for working young-old adults. (6)
- Establish cultural unity through programs and experiences that promote understanding and celebrate diversity. (6,12)
- Work to establish additional sustainable funding sources such as endowments, memorials, and corporate contributions. (2)
- Emphasize member update registration and accurate tracking methods through the swipe/identification card system improving the collection of annual non-user fee for all non-residents. (2)

**PERFORMANCE OBJECTIVES**

- Enhance innovative programs attracting greater number of adults with an open and inviting environment where a variety interests, programs and service needs are met.
- Utilize a redefined activity space designed to welcome and encourage a variety of groups for multiple uses.
- Cultivate a customer focused service environment that encourages and creates an informed, effective and sensitive staff, one that is equally receptive to all participants.
- Reframe thinking to further understand and include multi-cultural and ethnic populations in programming and volunteerism.

Service Level	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
	Participation in Daily Activities	107,748	110,000	112,000
Participation in Special Events	5,152	5,300	5,500	
Number of Meals On Wheels Delivered	70,681	70,550	70,250	
Number of Congregate Meals Served	18,683	18,420	18,500	
Number of Rides Provided	38,827	38,900	40,000	

**Staffing Levels**

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		2007/08 Budget	2008/09 Budget	2009/10 Budget	2009/10 Budget
<b>(765)</b>	<b><u>SENIOR ADULTS</u></b>				
<b>010</b>	<b>Administrative &amp; Clerical</b>				
	Senior Adult Program Supervisor	1	1	1	1
	Senior Adult Supervisor	1	1	1	1
	Senior Adult Specialist - Programming	1	1	1	1
	Senior Adult Specialist - SENEX	1	1	1	1
	Senior Adult Nutrition Coordinator	1	1	1	1
	Total	5	5	5	5
<b>038</b>	<b>Part time (FTE)</b>				
	Part time wages	5.68	5.96	4.83	4.83
	Part-time Nutrition Grant	4.44	4.68	6.15	6.15
	Maintenance	0.55	0.50	0.38	0.38
	Part-time Transportation Grant	10.31	10.60	10.08	10.08
	Total	20.98	21.74	21.44	21.44
	<b>SENIOR ADULTS TOTAL</b>	<b>25.98</b>	<b>26.74</b>	<b>26.44</b>	<b>26.44</b>

**SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR**

**Salaries & Wages**

**038 – Part-Time -** Hours reduced in the center and maintenance staff. This will not effect the hours of operation.

**039 –Part-Time Nutrition Grant** – Increase is offset by grant.

**Operation Supplies**

**072 – Special Function Expense** – expense are offset by event sponsorship.

**Professional & Contractual –references**

**001 - Conferences & Workshops** – Reduced due to budget constraints.

**066 - Contract Services** - Increase in programs and classes, increase is offset by revenue.

**DEPARTMENT NUMBER: 765**

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(700) Cost Reimbursement</b>							
281	Nutrition Administration Reimbursement	(344,590)	(309,257)	(428,393)	(339,893)	(359,699)	(359,699)
<b>(702) Salaries &amp; Wages</b>							
010	Administrative & Clerical	233,904	243,430	250,987	251,900	258,516	258,516
038	Part-time	113,353	121,423	126,656	122,895	102,872	102,872
039	Part-time Nutrition Grant	94,310	86,656	94,578	96,267	109,215	109,215
040	Maintenance	5,404	6,694	7,643	7,642	5,731	5,731
075	Part-time Transportation	199,627	207,956	204,243	209,442	212,404	212,404
106	Sick & Vacation	2,166	5,440	1,766	5,432	10,165	10,165
112	Overtime	905	1,867	1,000	400	1,000	1,000
200	Social Security	49,875	51,494	53,075	53,121	54,263	54,263
250	Blue Cross/Optical/Dental	46,507	50,492	65,504	58,000	65,689	65,689
275	Life Insurance	588	592	674	674	679	679
300	Pension - DC	0	0	0	0	0	0
305	Pension - DB	48,190	57,588	52,939	52,939	55,833	55,833
325	Longevity	4,953	5,680	6,705	6,717	8,117	8,117
350	Worker's Compensation	7,742	7,390	9,029	7,000	7,200	7,200
	Category Total	807,524	846,702	874,799	872,429	891,684	891,684



## Senior Adult Division

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(740)</b>	<b>Operating Supplies</b>						
002	Subscriptions	152	104	152	105	0	0
005	Fleet Insurance	0	9,000	8,250	8,250	5,850	5,850
008	Supplies	12,431	12,613	13,555	60,000	14,335	14,335
009	Kitchen Food & Supplies	176,531	159,337	169,882	173,562	178,728	178,728
010	Special Events	1,157	1,539	1,000	1,000	1,000	1,000
072	Special Function Expense	5,285	4,657	9,951	6,000	6,500	6,500
	Category Total	195,556	187,250	202,790	248,917	206,413	206,413
<b>(801)</b>	<b>Professional &amp; Contractual</b>						
001	Conferences & Workshops	1,180	1,336	1,250	600	800	800
002	Memberships & Licenses	352	463	560	560	380	380
004	Advertising Personnel	614	140	600	500	500	500
013	Education & Training	654	94	500	500	500	500
024	Printing Costs	3,978	5,245	2,194	4,522	4,544	4,544
030	Luncheon Paper Products	3,075	760	3,040	3,040	3,040	3,040
042	Mileage Reimbursement	631	749	567	150	150	150
066	Contract Services	23,187	36,281	29,299	47,187	47,187	47,187
075	SMART Transportation	56,420	65,164	73,112	67,283	65,305	65,305
076	Dial - A - Ride	48,258	40,785	42,000	30,496	34,200	34,200
	Category Total	138,349	151,017	153,122	154,838	156,606	156,606
<b>(970)</b>	<b>Capital Outlay</b>						
001	Office Furniture	0	0	0	7,016	0	0
002	Office Equipment	0	0	0	11,072	0	0
016	Smart Transportation - Vehicles	20,263	0	0	0	0	0
020	Miscellaneous Equipment	0	5,249	9,781	20,689	0	0
	Category Total	20,263	5,249	9,781	38,777	0	0
	<b>Total Senior Adults</b>	<b>817,102</b>	<b>880,961</b>	<b>812,099</b>	<b>975,068</b>	<b>895,004</b>	<b>895,004</b>

## PARKS DIVISION

The Parks Division operates, maintains and provides security for over 600 acres of parkland, including 47 baseball diamonds and 48 soccer fields. This includes turf management on all sites, grading, re-building, dragging and lining of baseball diamonds, layout, lining, and goal and net replacement on soccer fields, mowing and landscaping on all sites, the care and replacement of amenities at all sites, and trash collection and disposal. The Parks Division also provides for leaf removal, seasonal cleanup, snow and ice removal and melting compound application at all city sites. The Nature Center is staffed and operated by the Parks Division, in cooperation with Farmington Public Schools, under the supervision of the City Naturalist. The Visitor Center and Day Camp Building at Heritage Park are operated and maintained by the Parks Division and assistance to park users and security for all sites is provided by the Park Ranger Service.

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, Founder's Festival, Art On The Grand, Festival of the Arts, Kids' Day in the Park, Haunted Hike, Special Olympics, special tournaments in baseball and soccer and the City open house.

### GOALS

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

- Maintain all aspects of Riley Skate Park. (1,6)
- Begin and maintain a city wide invasive species removal plan. While still in the early stages of organization and implementation we have targeted several invasive species for irradiation including buckthorn, phragmites, and mustard garlic to name a few. With the assistance of parks staff, volunteers and community service persons we have already started work at Heritage and Woodland Hills parks. (1,10,13)
- Work closely with other Special Services Divisions to review and evaluate programs to control operational costs within the Department. (2)
- Continue with our maintenance satellites at Heritage Park and Founders Sports parks to provide detailed attention to all aspects of our facility and customers needs. (1,2,13)
- Assist with the new Community Historic Museum located at Heritage Park in the old Caretaker House. We will provide exterior and facility maintenance for this new amenity to the complex. (2)
- Assist in the preparations and construction of the new water/playground to be installed at Heritage Park. The feature will be an exciting addition to the long list of amenities we offer. (1,6)

**PERFORMANCE OBJECTIVES**

- Reclaim nature areas in Parks and trail systems by eradicating non intended and invasive plant material.
- Encourage staff members to acquire educational needs which will provide special benefits to the City of Farmington Hills such as further plant knowledge and licensing.
- Replenish our parks and woodlands with native plant material to replace trees lost from the emerald ash bore devastation to the ash tree canopies.
- Increase focus on our ongoing maintenance programs in landscapes and lawn care for all city sites.
- Use the City’s GIS web-mapping we should be able to apply more thorough maintenance strategies to our daily operation which will cut cost and add efficiency.
- Apply our turf knowledge towards new amenities such as the Longacre lawns and gardens as well as the new amphitheater hill, sports fields and all staff cared for municipal grounds.

Service Level	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
	Service Level	Fields Maintained	85	85
Total acreage maintained		526	526	526
Flower beds maintained (Square feet)		17,000	17,000	17,000
Acres mowed		119	119	119
Efficiency	Numbers of acres maintained per FTE	21.52	21.52	21.52
	Acres of parkland per 1,000 population	7.45	7.45	7.45

**STAFFING LEVELS**

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		07/08 Budget	08/09 Budget	09/10 Budget	09/10 Budget
<b>(770)</b>	<b>PARKS DIVISION</b>				
(010)	Salaries & Wages				
	Parks & Golf Superintendent	1	1	1	1
	Park Maintenance Supervisor	2	2	2	2
	Small Engine Mechanic	2	2	0	0
	Laborer II	4	4	4	4
	Park Maintenance Technician	3	3	3	3
	Naturalist	1	1	0	1
	Clerk Typist II	1	1	1	1
	Total	14	14	11	12
(038)	Part Time	12.44	12.21	11.62	11.62
	<b>PARKS DIVISION TOTAL</b>	<b>26.44</b>	<b>26.21</b>	<b>22.62</b>	<b>23.62</b>

**SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR**

**Salaries & Wages -702**

**010 – Salaries & Wages** – Reduction of two Small Engine Mechanics.

**112 – Overtime** – Reduction due to budget constraints.

**Operating Supplies – 740**

**008 – Supplies** – Reduction due to budget constraints.

DEPARTMENT NUMBER: 770

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(702) Salaries &amp; Wages</b>							
010	Salaries & Wages	535,821	616,212	634,924	636,450	564,831	564,831
038	Part-time	227,585	262,091	246,739	252,500	240,165	240,165
106	Sick & Vacation	25,878	21,853	13,348	23,361	33,802	33,802
112	Overtime	92,770	122,791	80,000	76,000	70,000	70,000
200	Social Security	67,776	79,168	76,675	77,685	69,239	69,239
250	Blue Cross/Optical/Dental	140,640	153,961	188,625	172,000	138,320	138,320
275	Life Insurance	1,323	1,411	1,581	1,581	1,172	1,172
300	Pension - DC	0	0	0	0	0	0
305	Pension - DB	119,708	147,241	135,447	135,447	142,349	142,349
325	Longevity	16,547	23,662	27,254	27,163	28,575	28,575
350	Worker's Compensation	6,879	7,186	7,000	5,800	4,706	4,706
	Category Total	1,234,927	1,435,576	1,411,593	1,407,987	1,293,159	1,293,159
<b>(740) Operating Supplies</b>							
001	Gas & Oil	44,502	60,645	79,035	74,000	69,035	69,035
002	Books & Subscriptions	156	163	250	250	250	250
008	Supplies	94,039	86,213	71,000	71,250	66,000	66,000
014	Chemical Supplies	32,980	46,804	34,750	40,000	43,550	43,550
019	Uniforms & Clothing	3,840	8,088	8,260	8,000	9,110	9,110
030	Miscellaneous Tools	4,169	3,082	3,850	3,350	3,350	3,350
	Category Total	179,686	204,995	197,145	196,850	191,295	191,295
<b>(801) Professional &amp; Contractual</b>							
001	Conferences & Workshops	817	776	750	790	800	800
002	Memberships & Licenses	999	587	815	725	740	740
005	Fleet Insurance	16,200	16,200	14,850	14,850	14,850	14,850
006	Vehicle Maintenance	16,523	18,310	17,500	18,000	17,500	17,500
007	Equipment & Radio Maint.	21,964	11,807	14,500	13,000	14,500	14,500
013	Education & Training	1,249	420	800	800	800	800

## Parks Division

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
025	Park Utilities	82,252	90,291	106,000	104,350	109,268	109,268
029	Park Buildings Maintenance	34,516	33,032	36,610	36,000	36,610	36,610
042	Mileage Reimbursement	69	337	425	425	425	425
056	Refuse Dumpster	11,898	15,868	15,000	10,640	11,841	11,841
066	Contract Services	36,589	47,417	39,004	40,490	38,590	108,590
	Category Total	223,076	235,045	246,254	240,070	245,924	315,924
<b>(970) Capital Outlay</b>							
015	Vehicles	0	0	0	0	0	0
020	Maintenance Equipment	1,285	0	0	0	0	0
	Category Total	1,285	0	0	0	0	0
<b>PARKS TOTAL</b>		<b>1,638,974</b>	<b>1,875,616</b>	<b>1,854,992</b>	<b>1,844,907</b>	<b>1,730,378</b>	<b>1,800,378</b>



## CULTURAL ARTS DIVISION

The Cultural Arts Division creates and presents cultural programs and events to the Farmington/Farmington Hills community, including an exciting and educational variety of classes, art exhibits, festivals, music and theater opportunities, and other activities. The Division also acts as a direct community connection to the area's various cultural organizations, the Art Commission, the Community Arts Council, media and the citizens in order to enhance and support the presence of the arts in the community by means of strategic planning, information, education and the sharing of resources.

The Cultural Arts Division continues to add new, high-quality instructors in visual arts, performing arts, dance, instrumental and vocal music, and photography to its list of teachers. The division is also responsible for creating the Farmington Youth Theatre, an increasingly popular program that presents two large performances a year as well as classes, workshops and summer camps. Through collaboration with other divisions and community organizations, Cultural Arts also presents three large community festivals: the Festival of the Arts in the spring; Art on the Grand, a fine arts show in July; and the Heritage Festival, as well as professional concerts, a free summer concert series, art exhibits in various media; and other special events. In the past two years, many new programs have been added and others increased, including music lessons, "Script to Stage", a theater/performance class for younger children, and the Farmington Hills Youth Choir, among others. The division also is emphasizing the multicultural aspect of our community through its classes (for example, the World Rhythm Music Camp), Heritage Festival, ethnic music lessons, and exhibits.

In June of 2008, the grand opening of the new wooden amphitheater took place in Heritage Park, generating great excitement and drawing new audience members and capacity crowds to the summer concert series, providing a wonderful outdoor stage that enhances the natural beauty of the bowl-shaped concert area.

### GOALS

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

- Endeavor to streamline costs to provide maximum quality of programs with least expense, while continuing to evaluate all cultural programs based on time, appropriate space and value to community. (2,6)
- Generate plans for new cultural programming to utilize future Performing Arts Space. (6)
- Minimize cost of promotional efforts without sacrificing results. (2,11)
- Continue to attract high-quality instructors to produce innovative cultural programs, including additional art camps and theater camps for middle and high school-aged youth. (6)
- Work with Farmington Area Arts Commission to utilize its advocacy for support of the arts and the goals of the Special Services Department and city in ensuring Farmington Hills' position as an attractive, desirable place in which to live. (2,13)
- Evaluate and support facility needs for cultural programs in current or future space within the Costick Center. (6)
- Explore means of offering more musical opportunities to younger children, depending upon appropriate space availability. (6)

- Answer needs for more ethnic offerings, by incorporating diverse cultural elements into concerts, musical lessons lessons, and other programs. (6)
- Explore development of a Youth Arts Council. (6)
- Address current trends (such as green movement, family involvement) by developing new, themes in classes, camps and programs. (6)
- Explore public art funding possibilities. (2,6)
- Maintain quality of programming, while endeavoring to keep programs affordable and competitively priced. (2,6)

### PERFORMANCE OBJECTIVES

- Expand partnerships with community organizations and businesses for mutual benefit, to share promotional efforts and resources, by trading space in brochures and programs, and other opportunities.
- Continue to ensure high level of public awareness of cultural arts activities within the city through innovative and dedicated publicity efforts, including electronic methods, newspaper connections, and contacts with area businesses and organizations to minimize costs.
- Continue to improve festivals and events, by adding new themes, innovative promotional means, and community involvement, while demonstrating economic awareness through consolidating efforts.
- Utilize new amphitheater in Heritage Park, adding new performers for summer concerts, and explore expanding uses for venue.
- Support and assist with development of new art spaces at Costick Center and the new City Hall.
- Promote the Farmington Youth Choir and expand its opportunities for performance in the community through collaborative efforts with Farmington Community Choir and other organizations.
- Continue to add qualified, professional instructors to contracted staff in order to maintain high quality and expectations.
- Seek out new areas of funding and support through grants and sponsorships.
- Continue to find new ways to support area businesses through the arts by means of shared activities, exhibits and events.

## Cultural Arts Division

Service Level	Performance Indicators	FY 2007-08 Actual	FY 2008-09 Projected	FY 2009-10 Estimated
	Art, Dance and Music Class Participants	1,499	1,550	1,550
	Professional Concert Series Attendance	1,526	1,695	1,700
	Summer Concerts Attendance (est.)	6,500	7,750	7,750
	Performance Classes & Play Participants*	560	570	570
	Festival of the Arts Attendance (est.)	5,000	5,000	5,000
	Art on the Grand Attendance (est.)	14,000	14,000	14,000

\*With Youth Theater outreach performances at public schools, and 12 performances at the Costick Center, 2008-2009 audiences totaled (conservatively) over 7,500 members.

## SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR

### Salaries & Wages - 702

**038 – Part-Time** – Reduction due to budget constraints.

**112 – Overtime** - Funding reduced, more flex-time hours to cover events

### Operating Supplies - 740

**008 - Supplies** - Reduction due to budget constraints.

**010 – Special Functions** – Reduction in Art on the Grand expenses, and concerts. Sponsorships will help offset some of the costs

### Professional & Contractual – 801

**001 - Conferences & Workshops** – Reduction due to budget constraints.

## Staffing Levels

Acct.	702 Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		2007/08 Budget	2008/09 Budget	2009/10 Budget	2009/10 Budget
<b>(775) CULTURAL ARTS</b>					
<b>010 Administrative &amp; Clerical</b>					
	Cultural Arts Supervisor	1	1	1	1
	Cultural Arts Coordinator	1	1	1	1
		2	2	2	2
<b>038</b>	<b>Part time (FTE)</b>	2.04	1.32	1.32	1.32
	<b>CULTURAL ARTS TOTAL</b>	4.04	3.32	3.32	3.32



## Cultural Arts Division

DEPARTMENT NUMBER: 775

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(702)</b>	<b>Salaries &amp; Wages</b>						
010	Administrative & Clerical	57,681	103,719	109,886	106,800	114,936	114,936
038	Part-time	68,296	34,771	35,500	37,150	31,300	31,300
106	Sick & Vacation	333	2,286	360	2,276	8,487	8,487
112	Overtime	6,107	5,789	4,000	4,000	1,000	1,000
200	Social Security	10,155	11,113	11,550	11,590	12,025	12,025
250	Blue Cross/Optical/Dental	5,897	17,799	22,117	19,800	24,987	24,987
275	Life Insurance	91	175	200	200	200	200
300	Pension - DC	0	0	6,068	0	0	0
305	Pension - DB	11,781	14,067	12,824	12,824	13,510	13,510
325	Longevity	664	1,189	1,224	1,225	1,471	1,471
350	Worker's Compensation	1,388	1,433	1,545	1,785	1,616	1,616
	Category Total	162,393	192,341	205,274	197,650	209,532	209,532
<b>(740)</b>	<b>Operating Supplies</b>						
002	Subscriptions	37	0	40	37	0	0
008	Supplies	13,171	14,383	12,900	12,324	9,000	9,000
010	Special Functions	56,837	43,378	43,336	42,268	27,150	27,150
	Category Total	70,045	57,761	56,276	54,629	36,150	36,150
<b>(801)</b>	<b>Professional &amp; Contractual</b>						
001	Conferences & Workshops	839	2,202	1,250	374	0	0
002	Memberships & Licenses	344	180	344	300	300	300
013	Education & Training	95	47	0	0	0	0
042	Mileage Reimbursement	1,269	525	1,300	800	800	800
066	Contractual Services	109,829	116,648	124,500	124,500	122,500	122,500
	Category Total	112,376	119,602	127,394	125,974	123,600	123,600
<b>(970)</b>	<b>Capital Outlay</b>						
020	Equipment	3,170	0	0	0	0	0
	Category Total	3,170	0	0	0	0	0
	<b>Total Cultural Arts</b>	<b>347,984</b>	<b>369,704</b>	<b>388,944</b>	<b>378,253</b>	<b>369,282</b>	<b>369,282</b>

## GOLF DIVISION

The Farmington Hills Golf Club was established in 2002. The renovation was completed in 2005 with all 18 holes open for play. The Golf Club is located at 11 Mile and Halstead, offers one of the best golfing venues in the area. The Farmington Hills Golf Club offers 18 championship holes, measuring 6,413 yards. A driving range is located in the middle of the front nine, is very accessible from the parking lot and offers 30 plus tee areas. A tunnel connects two distinctively different nines, each offering lots of beauty and character with bent grass tees, fairways, and greens. The full service clubhouse offers dining, a pro shop, and wonderful views of the course.

The numbers bare the fact that the golf course and the driving range have become very well accepted recreational venues. And the Farmington Hills Golf Club has achieved a status among only the finest of its kind.

### GOALS

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

- Develop the intersection of 11 Mile Road/Court and Halsted Road to better reflect the beauty of the club and course while making the site identifiable through subtle, yet classy signage. (6,13)
- Promote the golf course and driving range concentrating on the local citizenry and business without losing the neighboring communities and become known as the destination of choice. (11)
- Continue, with increased fervor, to fine tune the overall golf course maintenance. The turf has matured nicely which will afford the staff the time to tend to detail work. (6,13)
- Stay aggressive in our approach to the removal of dead trees while at the same time strategically, with fore thought replacing and adding new. (10)
- Develop an on course arboretum to use both as a tree nursery and as a tool to better educate staff in all phases of tree pathology and general forestry. (10)

### PERFORMANCE OBJECTIVES

- Complete the criteria to achieve full accreditation in the Environmental Stewardship Program.
- Segue immediately from the environmental stewardship to full accreditation with the Audubon Society.

**Golf Division**

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Service Level	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
	Service Level	Total number of rounds	44,341	44,542
Resident		31,055	31,504	31,425
Non-Resident		13,286	13,038	12,975
9/18 Holes Weekdays		17,079	17,365	17,350
9/18 Holes Weekend		12,682	12,046	11,900
Seniors 9/18 hole		9,529	9,227	9,225
Efficiency	Total Revenue	\$1,007,977	1,038,656	\$1,039,650
	Cost for 9 holes of golf (weekday resident)	\$15.00	\$15.00	\$15.00

**SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR**

**Salaries & Wages - 702**

**010 – Salaries & Wages** – Reduction due to not replacing Laborer II vacancy.

**038 – Part-Time** – Slight increase to cover more hours on the weekends.

**112 – Overtime** - Reduction due to budget constraints.

**Operating Supplies - 740**

**001- Gas & Oil** - Increase from DPW.

**STAFFING LEVELS**

Acct.	Title or Position	Authorized Positions		Requested Positions	Authorized Positions
		07/08 Budget	08/09 Budget	09/10 Budget	09/10 Budget
<b>(780)</b>	<b>GOLF COURSE</b>				
(010)	Salaries & Wages				
	Golf Supervisor	1	1	1	1
	Laborer II	2	2	1	1
	Total	3	3	2	2
(038)	Part Time (FTE)	10.39	10.11	10.80	10.80
	<b>GOLF COURSE TOTAL</b>	<b>13.39</b>	<b>13.11</b>	<b>12.80</b>	<b>12.80</b>

## Golf Division

DEPARTMENT NUMBER: 780

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(702)</b>	<b>Salaries &amp; Wages</b>						
010	Salaries & Wages	176,414	125,332	132,878	100,785	95,508	95,508
038	Part-time	130,097	189,358	210,075	200,000	228,695	228,695
106	Sick & Vacation	5,258	-1,377	1,972	3,199	5,740	5,740
112	Overtime	49,153	39,327	40,000	35,360	30,000	30,000
200	Social Security	28,022	27,193	29,625	26,125	27,700	27,700
250	Blue Cross/Optical/Dental	43,915	30,585	32,746	23,865	24,987	24,987
275	Life Insurance	365	281	300	200	200	200
300	Pension - DC	0	0	0	0	0	0
305	Pension - DB	46,612	29,235	27,617	27,617	20,331	20,331
325	Longevity	5,225	1,895	2,324	1,907	2,083	2,083
350	Worker's Compensation	2,851	2,849	2,672	1,800	1,890	1,890
	Category Total	487,912	444,678	480,209	420,858	437,134	437,134
<b>(740)</b>	<b>Operating Supplies</b>						
001	Gas & Oil	8,193	8,023	13,400	15,300	17,150	17,150
008	Supplies	71,910	65,013	36,800	41,300	42,325	42,325
009	Golf Pro Shop Merchandise	11,242	28,261	34,144	33,000	30,000	30,000
014	Fertilizer & Insect Control	51,785	57,337	56,150	59,200	55,870	55,870
019	Uniforms	1,422	4,025	4,302	3,927	3,808	3,808
	Category Total	144,552	162,659	144,796	152,727	149,153	149,153
<b>(801)</b>	<b>Professional &amp; Contractual</b>						
001	Conferences & Workshops	125	0	250	250	250	250
002	Memberships & Licenses	1,242	1,065	1,560	1,345	1,515	1,515
005	Fleet Insurance	900	750	825	825	825	825
006	Vehicle Maintenance	439	916	1,450	1,050	1,450	1,450
007	Equipment Maintenance	28,908	23,345	20,500	23,000	23,000	23,000
013	Education & Training	503	0	600	200	600	600
024	Printing Costs	217	3,842	4,000	3,738	4,000	4,000
025	Utilities	54,600	67,000	76,000	70,000	72,000	72,000
027	Radio Equipment Maint.	53	688	500	500	500	500
029	Maintenance & Repairs	14,986	7,662	5,000	7,000	7,000	7,000
056	Refuse Dumpster	2,009	2,085	4,429	3,620	4,429	4,429
066	Contractual Services	43,871	42,428	41,700	43,200	44,000	44,000
	Category Total	147,853	149,781	156,814	154,728	159,569	159,569
<b>(970)</b>	<b>Capital Outlay</b>						
015	Vehicles	0	0	0	0	0	0
020	Miscellaneous Equipment	267,240	1,613	0	0	0	0
036	Building & Land Improvement	0	0	0	0	0	0
	Category Total	267,240	1,613	0	0	0	0
	<b>GOLF TOTAL</b>	<b>1,047,557</b>	<b>758,731</b>	<b>781,819</b>	<b>728,313</b>	<b>745,856</b>	<b>745,856</b>

## RECREATION DIVISION

In the challenging time of today, the Recreation Division continues to research and work on ways to expand the leisure opportunities for the community with a variety of new and exciting programs. Partnerships with the private sector creates specialized classes for the community. Sponsorships are sought to establish a source of funding programs. The Recreation Division works to maintain a presence at all of the City facilities as well as seeking out new venues at other community locations to bring quality and enjoyable programs.

New programs added in 2008-2009 were: My Gym preschool classes, horseback riding camps, cultural classes, 6/7 grade soccer league, Kangaroo Kickers, Koala Kickers, Thrive Festival, Fitness Workshops, Special Date Brunches, Movies in the Park, Day Camp on the Farm, Zumba, Super Hero Training Camp, Funutation Computer Camp, Kiddie Camps, Safe Kids at Home, Golf Tournaments and Coordinating Community Carnival.

The Division also anticipates the grand opening of the world class Riley Skate Park this summer. The facility will be used for general skating, lessons, camps and competitions.

### GOALS

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

- Continue developing sponsorships/partnerships to expand the current recreational program offerings. (2)
- Perform a yearly review of existing programs to continue, modify or eliminate and replace with new programs. (2,6)
- Continue successful identification and implementation of 10 new revenue producing programs. (2,6)
- Implementation of on-line program registration. (2)

### PERFORMANCE OBJECTIVES

- Creation of 15 new programs for 2009/10.
- Creation of 2 to 4 new partnership/sponsorships for new programs.
- Increase total programs offered, participation and hours participated.
- Maintain revenues and expenditures to have balanced budget for Division.

**Recreation Division**

Service Level	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
	Total participation hours	301,010	305,356	308,000
	Recreation programs offered	2,495	2,527	2,550
	Number of people participating in programs	23,989	24,059	25,000
	Number of new programs created	16	18	20
	Number of athletic field reservations	5,500	5,600	5,600
	Number of shelters/canopies reservations	285	279	280
	Volunteer hours donated	2,825	2,700	2,800

DEPARTMENT NUMBER: 785

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(965)</b>	<b><u>RECREATION PROGRAMS - EXPENDITURES</u></b>						
001	Over & Short	(78)	489	0	0	0	0
041	Swimming	132,205	131,841	152,508	143,377	143,348	143,348
045	After School Recreation	25,834	26,169	22,165	20,203	20,665	20,665
050	Summer Fun Centers	23,925	19,113	20,715	12,473	8,000	8,000
055	Day Camp	65,243	66,928	62,792	66,129	64,760	64,760
057	Gym	15,372	25,615	14,598	23,507	24,219	24,219
060	Classes	67,311	65,735	62,615	59,019	65,466	65,466
065	Tennis Lessons	17,025	15,414	17,426	17,704	17,426	17,426
070	Golf	1,303	2,231	1,977	3,115	3,212	3,212
075	Softball	15,095	18,050	18,894	19,460	18,834	18,834
105	Special Events	58,908	80,029	54,996	74,977	75,404	75,404
110	Youth Soccer	7,306	7,305	15,187	13,336	14,990	14,990
120	Youth Basketball	14,810	13,016	18,427	15,290	17,022	17,022
145	Adaptive Recreation	0	135	120	0	120	120
150	Outdoor Volleyball	64	0	0	0	0	0
170	Teen Programs	17,866	11,480	23,121	17,156	25,956	25,956
185	Cross Country Skiing	0	120	414	115	414	414
192	Downhill Skiing	1,007	816	3,648	0	0	0
208	Adult Chorus	10,297	9,156	7,500	7,694	7,500	7,500
212	Nature Study	11,178	11,585	11,205	10,894	10,705	10,705
216	Safety Town	8,723	7,775	11,325	9,058	9,485	9,485
218	Children's Travel	22,637	27,102	24,452	25,625	25,459	25,459
219	Sled Hill	(551)	(306)	1,087	1,826	1,087	1,087
200	Social Security	20,765	21,448	23,100	19,780	21,038	21,038
350	Worker's Compensation	2,853	3,014	3,750	4,354	2,475	2,475
<b>TOTAL REC. PROGRAMS</b>		<b>539,098</b>	<b>564,260</b>	<b>572,022</b>	<b>565,092</b>	<b>577,585</b>	<b>577,585</b>

## 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 in this group of primary financial importance and impact on City services and infrastructure are:

**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 Public Safety Millage Fund** was established to account for a \$1 Mill (\$1.00 per \$1,000 of Taxable Value) levy approved by the electorate of the City on November 7, 1995. This millage is to be utilized to expand Police and Fire staffs, construct a central fire station, and acquire equipment and technology for the Police and Fire services. The millage was renewed on November 4, 2003 for a ten year period. An additional .5 mill was also approved. The renewed millage becomes effective with the July 2006 levy.

**The Parks Millage Fund** provides for the accounting and budgeting of \$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. The funds also support the senior program and debt payments for the William M. Costick Activities Center. The current millage will expire June 30, 2009. Voters approved a 10-year renewal in August 2008. It will expire on June 2019.

Other Special Revenue Funds in this group are:

- **The Police Forfeiture Funds** into which all monies seized in arrests for illegal drug activities are deposited.
- **The Revolving Special Assessment Fund** to conduct major repairs and advance construction funds for special assessment projects.
- **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.
- **Justice Assistance Grant Funds** were established to account for grants received from the United States Office of Justice for the purpose of preventing and controlling crime based on local needs and conditions.

- **The Fire Act Grant Fund** was established to account for a grant received by the Farmington Hills Fire Department and 15 other communities from the federal government. The City of Farmington Hills will serve as the fiduciary for the grant, meaning that the City will procure the equipment and services, receive the funding from the government and local communities and pay the invoices.
- **The Nutrition Grant Fund** for meals and services to seniors is financed primarily by Federal Grants.
- **The Golf Course Capital Improvement Fund**, established in 1992, is financed by a per round surcharge on green fees for improvements at the San Marino Golf Course.

### **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 local roads. These State revenues are shared with the City based on miles of roads and population. Projections are based on estimates prepared by the Michigan Department of Transportation. These revenues can be leveraged with Federal and State grants and locally assessed Special Assessments to benefiting properties. In July 1997, the State Legislature increased the gas tax by 4 cents per gallon. The revenues generated by the additional four cents per gallon are to be distributed to the following formula: one cent to the critical bridge fund for state projects only; three cents through the current Act 51 distribution formula.

#### **Voted Millage**

The electorate of the community has approved two special millages:

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

These revenues are calculated by multiplying the Taxable Values by the Millage rate and reducing the figure for estimated delinquent taxes.

#### **Capital Improvement Fund**

Millage is allocated to this fund from within the City Charter millage to finance capital improvements and acquisitions exceeding \$25,000. Again, this is a function of multiplying the Tax Rate times the Taxable Value.



## SPECIAL REVENUE FUNDS SUMMARY

	Total Capital Funds	Total Recreation Funds	Total Public Safety Funds	C.D.B.G Fund #275	Total Special Revenue Funds
<b>FUND BALANCE AT JULY 1, 2009</b>	<b>16,401,587</b>	<b>950,067</b>	<b>3,086,045</b>	<b>0</b>	<b>20,437,699</b>
<b>REVENUES</b>					
Property Taxes	1,999,204	2,036,933	6,159,555	0	<b>10,195,692</b>
Intergovernmental	8,970,012	282,928	600,000	434,792	<b>10,287,732</b>
Interest Income	197,500	32,700	89,000	0	<b>319,200</b>
Miscellaneous	337,000	158,443	0	20,000	<b>515,443</b>
<b>Total Revenues</b>	<b>11,503,716</b>	<b>2,511,004</b>	<b>6,848,555</b>	<b>454,792</b>	<b>21,318,067</b>
<b>EXPENDITURES</b>					
Highways & Streets	14,341,049	0	0	0	<b>14,341,049</b>
Public Safety	0	0	6,715,021	0	<b>6,715,021</b>
Land Acquisition, Capital Improvements and Other	10,507,295	1,640,481	102,609	388,792	<b>12,639,177</b>
<b>Total Expenditures</b>	<b>24,848,344</b>	<b>1,640,481</b>	<b>6,817,630</b>	<b>388,792</b>	<b>33,695,247</b>
Revenues over/(under) Expenditures	(13,344,628)	870,523	30,925	66,000	<b>(12,377,180)</b>
<b>OTHER FINANCING SOURCES AND USES</b>					
Transfers In	6,696,460	0	0	0	<b>6,696,460</b>
Transfers Out	(1,666,603)	(1,270,520)	0	(66,000)	<b>(3,003,123)</b>
<b>Total</b>	<b>5,029,857</b>	<b>(1,270,520)</b>	<b>0</b>	<b>(66,000)</b>	<b>3,693,337</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(8,314,771)	(399,997)	30,925	0	<b>(8,683,843)</b>
<b>FUND BALANCE AT JUNE 30, 2010</b>	<b>8,086,816</b>	<b>550,070</b>	<b>3,116,970</b>	<b>0</b>	<b>11,753,856</b>

<b>SPECIAL REVENUE FUNDS</b> <b>CAPITAL FUNDS SUMMARY</b>
--

	Major Roads Fund #202	Local Roads Fund #203	Revolving Special Assessment Fund #247	Deferred Special Assessment Fund #255	Capital Improvement Fund #404	Total Capital Funds
<b>FUND BALANCE AT JULY 1, 2009</b>	<b>1,627,429</b>	<b>3,201</b>	<b>4,025,719</b>	<b>53,715</b>	<b>10,691,523</b>	<b>16,401,587</b>
<b>REVENUES</b>						
Property Taxes	0	0	0	0	1,999,204	<b>1,999,204</b>
Intergovernmental	7,674,512	1,295,500	0	0	0	<b>8,970,012</b>
Interest Income	14,000	3,000	90,000	500	90,000	<b>197,500</b>
Miscellaneous	322,000	0	0	0	15,000	<b>337,000</b>
<b>Total Revenues</b>	<b>8,010,512</b>	<b>1,298,500</b>	<b>90,000</b>	<b>500</b>	<b>2,104,204</b>	<b>11,503,716</b>
<b>EXPENDITURES</b>						
Highways & Streets	9,279,391	5,061,658	0	0	0	<b>14,341,049</b>
Public Safety	0	0	0	0	0	<b>0</b>
Land Acquisition, Capital Improvements and Other	0	0	1,025	130	10,506,140	<b>10,507,295</b>
<b>Total Expenditures</b>	<b>9,279,391</b>	<b>5,061,658</b>	<b>1,025</b>	<b>130</b>	<b>10,506,140</b>	<b>24,848,344</b>
Revenues over/(under) Expenditures	(1,268,879)	(3,763,158)	88,975	370	(8,401,936)	<b>(13,344,628)</b>
<b>OTHER FINANCING SOURCES AND USES</b>						
Transfers In	370,000	3,760,460	0	0	2,566,000	<b>6,696,460</b>
Transfers Out	(710,000)	0	(586,603)	0	(370,000)	<b>(1,666,603)</b>
	(340,000)	3,760,460	(586,603)	0	2,196,000	<b>5,029,857</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(1,608,879)	(2,698)	(497,628)	370	(6,205,936)	<b>(8,314,771)</b>
<b>FUND BALANCE AT JUNE 30, 2010</b>	<b>18,550</b>	<b>503</b>	<b>3,528,091</b>	<b>54,085</b>	<b>4,485,587</b>	<b>8,086,816</b>

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

	Nutrition Fund #281	Recreation Special Millage Fund #410	Golf Course Improv. Fund #412	Total Recreation Funds
<b>FUND BALANCE AT JULY 1, 2009</b>	<b>0</b>	<b>927,527</b>	<b>22,540</b>	<b>950,067</b>
<b>REVENUES</b>				
Property Taxes	0	2,036,933	0	<b>2,036,933</b>
Intergovernmental	282,928	0	0	<b>282,928</b>
Interest Income	2,500	30,000	200	<b>32,700</b>
Miscellaneous	136,443	0	22,000	<b>158,443</b>
<b>Total Revenues</b>	<b>421,871</b>	<b>2,066,933</b>	<b>22,200</b>	<b>2,511,004</b>
<b>EXPENDITURES</b>				
Highways & Streets	0	0	0	<b>0</b>
Public Safety	0	0	0	<b>0</b>
Land Acquisition, Capital Improvements and Other	421,871	1,181,000	37,610	<b>1,640,481</b>
<b>Total Expenditures</b>	<b>421,871</b>	<b>1,181,000</b>	<b>37,610</b>	<b>1,640,481</b>
Revenues over/(under) Expenditures	0	885,933	(15,410)	<b>870,523</b>
<b>OTHER FINANCING SOURCES AND USES</b>				
Transfers In	0	0	0	<b>0</b>
Transfers Out	0	(1,270,520)	0	<b>(1,270,520)</b>
Total	0	(1,270,520)	0	<b>(1,270,520)</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	(384,587)	(15,410)	<b>(399,997)</b>
Residual Equity Transfer	0	0	0	<b>0</b>
<b>FUND BALANCE AT JUNE 30, 2010</b>	<b>0</b>	<b>542,940</b>	<b>7,130</b>	<b>550,070</b>

<b>SPECIAL REVENUE FUNDS</b> <b>PUBLIC SAFETY FUNDS SUMMARY</b>
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	Public Safety Fund #205	Federal Forfeiture Fund #213	Police Forfeiture Fund #214	<b>Total Public Safety Funds</b>
<b>FUND BALANCE AT JULY 1, 2009</b>	<b>2,093,054</b>	<b>658,706</b>	<b>334,285</b>	<b>3,086,045</b>
<b>REVENUES</b>				
Property Taxes	6,159,555	0	0	<b>6,159,555</b>
Intergovernmental	0	350,000	250,000	<b>600,000</b>
Interest Income	75,000	6,000	8,000	<b>89,000</b>
Miscellaneous	0	0	0	<b>0</b>
<b>Total Revenues</b>	<b>6,234,555</b>	<b>356,000</b>	<b>258,000</b>	<b>6,848,555</b>
<b>EXPENDITURES</b>				
Highways & Streets	0	0	0	<b>0</b>
Public Safety	6,203,850	378,588	132,583	<b>6,715,021</b>
Land Acquisition, Capital Improvements and Other	0	44,000	58,609	<b>102,609</b>
<b>Total Expenditures</b>	<b>6,203,850</b>	<b>422,588</b>	<b>191,192</b>	<b>6,817,630</b>
Revenues over/(under) Expenditures	30,705	(66,588)	66,808	<b>30,925</b>
<b>OTHER FINANCING SOURCES AND USES</b>				
Transfers In	0	0	0	<b>0</b>
Transfers Out	0	0	0	<b>0</b>
	0	0	0	<b>0</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	30,705	(66,588)	66,808	<b>30,925</b>
<b>FUND BALANCE AT JUNE 30, 2010</b>	<b>2,123,759</b>	<b>592,118</b>	<b>401,093</b>	<b>3,116,970</b>

## MAJOR ROADS

Ensuring safe driving conditions is the primary objective of the street maintenance program. Improving the aesthetic quality of the street network in Farmington Hills is also a priority for the DPW. In keeping with these goals, routine maintenance of the City's 58 mile major road system includes pavement patching and replacement, shoulder grading, litter control, roadside mowing and landscaping, forestry services, storm drain maintenance, street sweeping, ditching, sign installation and repair, and snow/ice control.

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

### GOALS

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

- Improve major road safety. (3,12,13)
- Extend longevity of the major road infrastructure. (2,12,13)
- Improve snow and 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 major street flooding. (10,12,13)

### PERFORMANCE OBJECTIVES

- Improve street safety by replacing deteriorated pavement, utilizing innovative traffic controls, such as raised (lane delineation) reflectors, and upgrading guardrails.
- Improve effectiveness of street signs by utilizing state-of-the-art reflective sign sheeting materials
- Fulfill NPDES mandate, adopt best management (maintenance) practices.

## Major Roads

	Performance Indicators	FY2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Projected
Service Level	Pothole Patching – tons of cold patch	66	69	65
	Pavement Replacement – tons of asphalt	1,200	1,030	900
	Pavement Replacement – cubic yards of concrete	625	418	380
	Sidewalk Repair – square feet	17,587	21,000	30,000
	Joint Sealing – lineal feet	116,768	136,664	140,000
	Sweeping – curb miles	1,300	1,500	1,300
	Snow/Ice Control – tons of salt	7,510	6,500	7,500
	Storm Drain Structure Repairs – each	35	40	45
	Edge Drain installed – lineal feet	900	1,200	1,300
	Ditching – lineal feet	3,800	5,600	5,400
	Traffic Counts - approaches	172	100	100
	Roadside Cleanup – roadside miles	1,500	1,200	1,100
	Roadside Mowing – swath mile (5 ft. wide cut)	239	229	200
	Lawn Mowing – acres	1,130	900	850
	Sign Install/Repair – each	351	340	330
Pavement Marking – miles	161	161	162	
Efficiency	Labor hours assigned to ditching/drainage activities.	561	714	700
	Maintenance cost/major road mile	\$47,488	\$52,885	51,200
	Percentage of major street network with raised reflectors.	62%	65%	65%

## REVENUE

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

Gas & Weight Tax (Act 51) Comes from state levied and collected gas taxes, drivers license and vehicle registration fees and are shared with local units of government based on population, miles and classification of road types. Gas & Weight Tax revenue is projected to decrease in 09/10 because gas sales have decreased.

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

Other Government This is money received from the county and other communities. There is an increase in 09/10 due to tri-party contribution and Middlebelt (10 Mile to 11 Mile) and Middlebelt (8 Mile to 10 Mile) stimulus programs.

Federal/State Grants This is money from the state or federal government for road work. There is a decrease in 08/09 estimated because of the advance construction of the 14 Mile project and Farmington Road project in separate line items.

Federal Stimulus Funds – County & City This is money from the federal stimulus program for Orchard Lake (8 Mile to Grand River), Middlebelt (10 Mile to 11 Mile), Middlebelt (8 Mile to 10 Mile) and Halsted (12 Mile to Emerald Forest).

Miscellaneous Income This is money put on deposit by developers. Activity in 09/10 increase for living wall design.

## Major Roads

### SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR

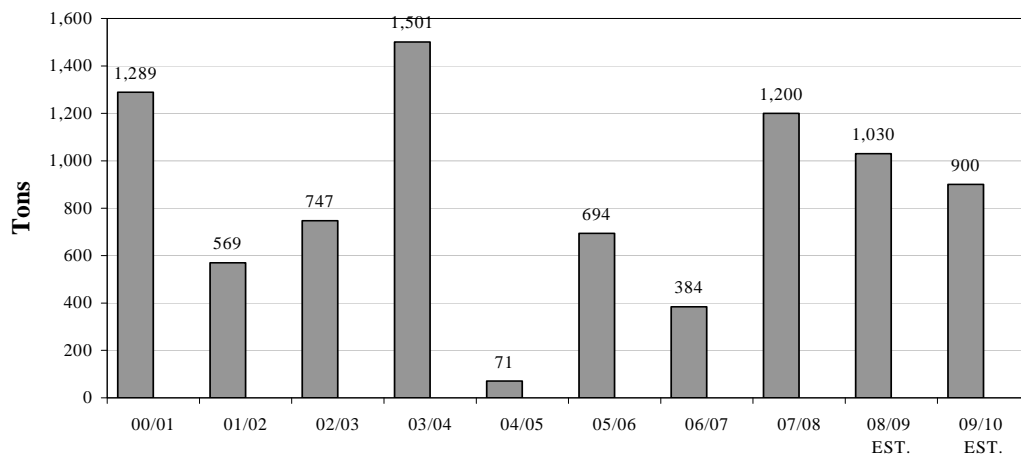
#### Routine Maintenance - 463

**013 – Surface Maintenance Materials** – The unit price of essential road maintenance materials such as cold patch escalated during 2008. Price reductions are not anticipated during FY 09/10.

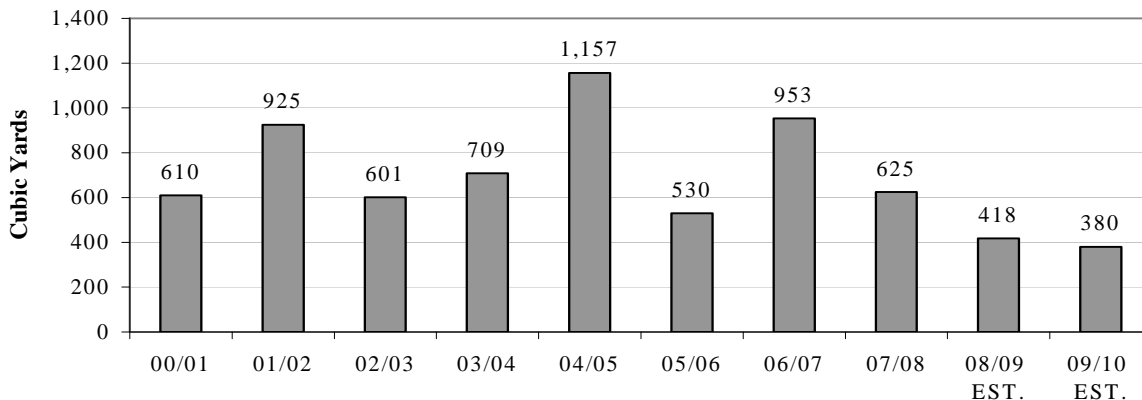
**081, 091, 092, 093 – Roadside Cleanup and Grass/Weed Services** – General reduction in roadside services proportionate to a reduction in seasonal staffing.

### KEY DEPARTMENTAL TRENDS

ASPHALT REMOVED AND REPLACED (Tons)

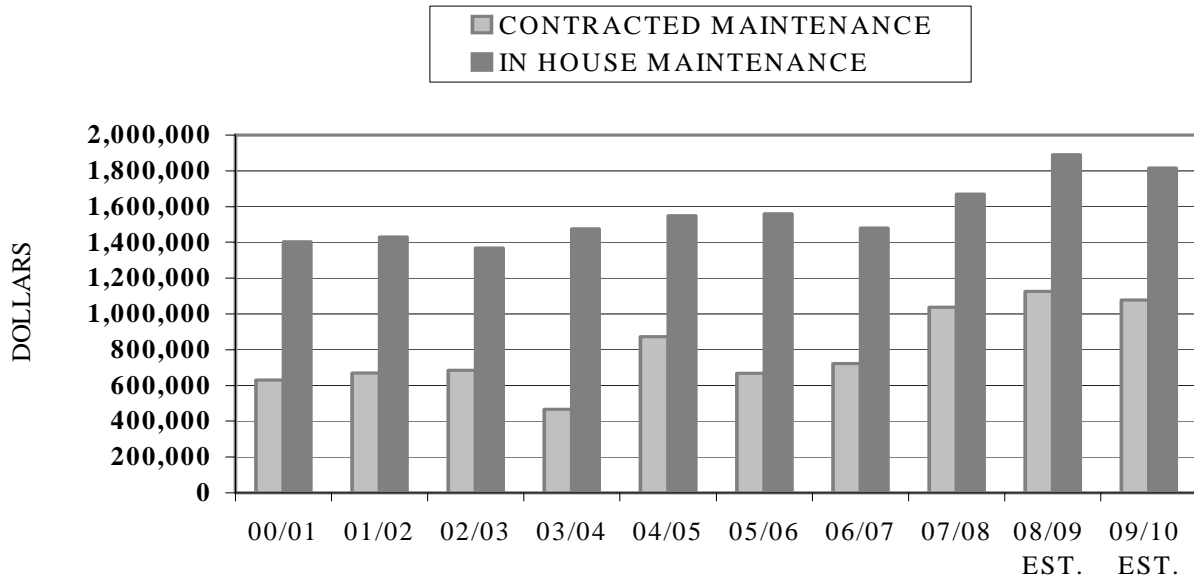


CONCRETE REMOVED AND REPLACED (Cubic yards)

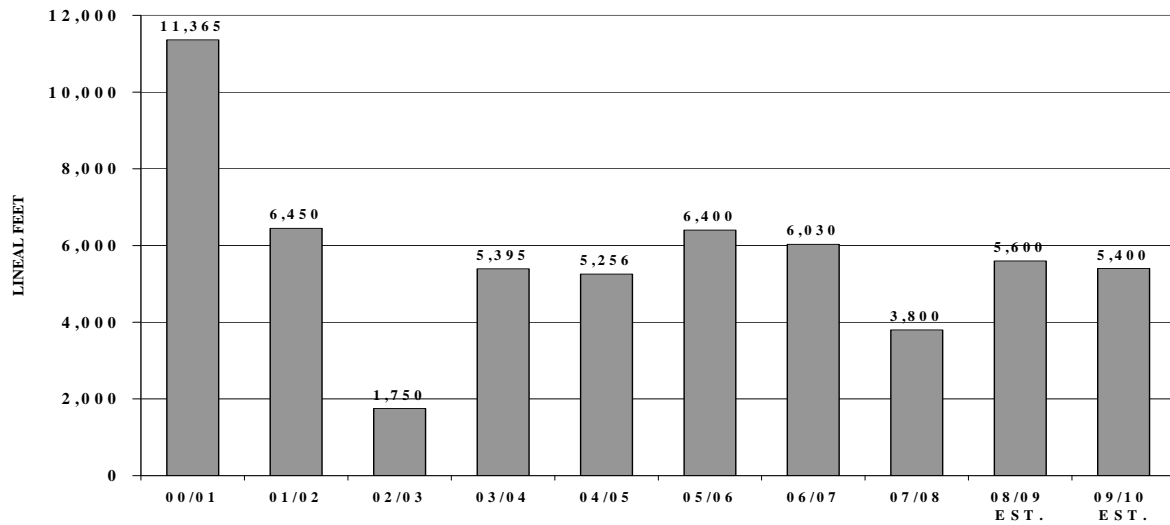


**KEY DEPARTMENTAL TRENDS (con't)**

**CONTRACTED MAINTENANCE VS  
IN HOUSE MAINTENANCE**



**DITCHING/LINEAL FEET**





## Major Roads

FUND NUMBER: 202

Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>FUND BALANCE AT JULY 1</b>	<b>3,462,953</b>	<b>3,871,675</b>	<b>1,845,770</b>	<b>3,046,377</b>	<b>1,627,429</b>	<b>1,627,429</b>
<b>REVENUES</b>						
Intergovernmental Revenues						
Gas & Weight Tax (Act 51)	3,832,611	3,769,553	3,725,000	3,725,000	3,700,000	3,700,000
Build Michigan Program Revenue	132,665	132,598	130,000	130,000	128,000	128,000
Other Government	264,831	327,192	385,000	167,000	332,512	332,512
Federal/State Grants	184,412	274,806	1,843,850	41,000	110,000	110,000
Federal Stimulus Funds - County & City	0	0	0	0	3,404,000	3,404,000
Advance Construct Conversion	0	0	0	2,400,050	0	0
<b>Total Intergovernmental Revenues</b>	<b>4,414,519</b>	<b>4,504,149</b>	<b>6,083,850</b>	<b>6,463,050</b>	<b>7,674,512</b>	<b>7,674,512</b>
Miscellaneous Income	279	0	0	34,000	322,000	322,000
Interest on Investments	134,226	96,848	65,000	25,000	14,000	14,000
<b>Total Other Revenues</b>	<b>134,505</b>	<b>96,848</b>	<b>65,000</b>	<b>59,000</b>	<b>336,000</b>	<b>336,000</b>
<b>TOTAL REVENUES</b>	<b>4,549,024</b>	<b>4,600,997</b>	<b>6,148,850</b>	<b>6,522,050</b>	<b>8,010,512</b>	<b>8,010,512</b>
<b>OTHER FINANCING SOURCES</b>						
Contributions from other Funds:						
Capital Improvement Fund						
Halsted Bridge over I-696	0	0	0	370,000	370,000	370,000
Northwestern Enhancement	0	0	0	0	0	0
Living Wall	0	0	185,500	0	0	0
Community Development Block Grant						
Inkster ROW Imp	63,173	0	0	0	0	0
General Fund	100,000	0	0	0	0	0
Act 175 Debt Fund 1990 & 1992	0	41,749	0	0	0	0
General Debt Service	323,450	307,650	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>486,623</b>	<b>349,399</b>	<b>185,500</b>	<b>370,000</b>	<b>370,000</b>	<b>370,000</b>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>5,035,647</b>	<b>4,950,396</b>	<b>6,334,350</b>	<b>6,892,050</b>	<b>8,380,512</b>	<b>8,380,512</b>

## Major Roads

FUND NUMBER: 202

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>EXPENDITURES</b>							
<b>(451)</b>	<b>CONSTRUCTION</b>						
	Category Total	1,903,513	2,256,999	4,694,800	4,798,494	6,317,400	6,317,400
<b>(463)</b>	<b>ROUTINE MAINTENANCE</b>						
011	Surface Maint - Labor	313,650	356,478	367,000	364,000	372,000	372,000
012	Surface Maint - Equip Rent	161,221	234,048	170,000	166,000	175,000	175,000
013	Surface Maint - Materials	41,925	20,583	40,000	53,000	55,000	55,000
014	Joint Sealing Program	61,409	84,332	96,793	85,000	85,000	85,000
015	Pavement Replacement	87,600	391,857	291,971	300,000	300,000	300,000
016	Surface Maint - Contract	26,654	24,011	41,000	39,432	35,000	35,000
021	Guard Rails - Labor	4,276	3,988	11,000	9,000	9,100	9,100
022	Guard Rails - Equip Rent	526	617	3,500	1,000	2,000	2,000
023	Guard Rails - Materials	0	804	1,000	1,000	500	500
024	Guard Rails - Contract	0	14,194	0	0	13,400	13,400
031	Sweep & Flush - Labor	19,282	12,189	29,500	30,000	30,500	30,500
032	Sweep & Flush - Equip Rent	47,607	25,614	57,500	52,000	59,000	59,000
033	Sweep & Flush - Materials	1,935	2,630	2,250	2,200	2,350	2,350
034	Sweep & Flush - Contract	17,340	15,544	24,125	15,887	21,625	21,625
041	Shoulder Maint - Labor	24,206	24,630	47,800	47,000	47,500	47,500
042	Shoulder Maint - Equip Rent	27,111	27,022	36,500	50,000	37,000	37,000
051	Forestry Maint - Labor	86,290	44,823	64,000	64,000	67,000	67,000
052	Forestry Maint - Equip Rent	56,294	29,596	41,200	41,000	43,500	43,500
054	Forestry Maint - Contract	162,818	51,384	87,500	93,173	80,721	80,721
061	Drain Structures - Labor	16,288	21,043	21,500	18,000	19,000	19,000
062	Drain Structures - Equip	12,354	14,883	14,550	13,000	14,000	14,000
063	Drain Structures - Mat	3,055	4,285	3,200	3,700	3,200	3,200
064	Drain Structures - Contract	24,458	0	17,370	21,808	15,873	15,873
071	Ditching & Bk Slope - Labor	30,504	26,365	53,400	48,000	50,000	50,000
072	Ditching & Bk Slope - Equip	23,456	18,395	37,500	30,000	31,000	31,000
073	Ditching & Bk Slope - Mat	1,098	1,956	3,000	2,000	1,000	1,000
081	Road Cleanup - Labor	67,661	57,643	74,000	59,000	55,000	55,000
082	Road Cleanup - Equip Rent	17,674	23,518	17,200	16,000	16,200	16,200
091	Grass/Weed - Labor	64,140	76,995	71,500	62,000	60,000	60,000
092	Grass/Weed - Equip Rental	44,416	43,932	73,000	55,000	50,000	50,000
093	Grass/Weed - Materials	5,027	2,955	10,000	7,500	5,000	5,000
094	Grass/Weed - Contract	148,500	200,661	266,800	238,088	235,922	235,922
	Category Total	1,598,775	1,856,975	2,075,659	1,987,788	1,992,391	1,992,391

## Major Roads

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(474)</b>	<b>TRAFFIC SERVICES - MAINT.</b>						
011	Sign Maint - Labor	87,951	90,070	80,900	74,000	73,000	73,000
012	Sign Maint - Equip Rent	8,889	14,338	11,300	10,000	11,000	11,000
013	Sign Maint - Materials	4,615	10,648	35,000	30,000	33,000	33,000
024	Signal Maint - Contract	87,204	150,227	116,500	116,500	120,000	120,000
031	Pavement Striping - Labor	1,187	76	500	3,000	500	500
032	Pavement Striping - Equip	300	9	500	4,000	500	500
033	Pavement Striping - Mat.	0	0	350	0	350	350
034	Pavement Striping - Contract	84,120	102,579	135,000	164,616	126,600	126,600
041	Traffic Count - Labor	6,893	10,499	10,000	5,000	5,000	5,000
042	Traffic Count - Equip Rent	1,783	2,866	2,600	1,500	1,550	1,550
043	Traffic Counts - Other	0	0	400	200	200	200
050	Overhead Lighting	22,315	1,673	0	2,000	0	0
	Category Total	305,257	382,985	393,050	410,816	371,700	371,700
<b>(478)</b>	<b>WINTER MAINTENANCE</b>						
001	Snow/Ice Control - Labor	67,449	107,529	87,000	120,000	93,000	93,000
002	Snow/Ice Control - Equip	70,737	103,478	81,000	107,000	83,000	83,000
003	Snow/Ice Control - Mat	161,240	255,891	280,000	340,000	310,000	310,000
	Category Total	299,426	466,898	448,000	567,000	486,000	486,000
<b>(482)</b>	<b>ADMIN., RECORDS, ENGINEERING</b>						
001	Admin., Records, Eng.	68,873	77,187	85,000	85,000	85,000	85,000
002	Traffic Improvement Assoc.	26,900	27,000	28,000	26,900	26,900	26,900
003	Pavement Management update	731	0	3,500	0	0	0
	Category Total	96,504	104,187	116,500	111,900	111,900	111,900
	<b>TOTAL EXPENDITURES</b>	4,203,475	5,068,044	7,728,009	7,875,998	9,279,391	9,279,391
<b>(485)</b>	<b>OTHER FINANCING USES</b>						
	Contributions to other Funds:						
001	Local Roads	100,000	400,000	390,000	435,000	710,000	710,000
320	Act 175 1990	0	0	0	0	0	0
322	Act 175 1992	323,450	307,650	0	0	0	0
	<b>TOTAL OTHER FINANCING USES</b>	423,450	707,650	390,000	435,000	710,000	710,000
	<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>	<b>4,626,925</b>	<b>5,775,694</b>	<b>8,118,009</b>	<b>8,310,998</b>	<b>9,989,391</b>	<b>9,989,391</b>
	Revenues over/(under) Expenditures	408,722	(825,298)	(1,783,659)	(1,418,948)	(1,608,879)	(1,608,879)
	<b>FUND BALANCE AT JUNE 30</b>	<b>3,871,675</b>	<b>3,046,377</b>	<b>62,111</b>	<b>1,627,429</b>	<b>18,550</b>	<b>18,550</b>

Fund balance is lower due to the timing of construction projects.

## Farmington Hills FY 09/10 – Special Revenue Funds

# Major Roads

## MAJOR ROAD CONSTRUCTION DETAIL

PROJECTS	Project Commitment Remaining	To Be Expended in 08/09				Other Govt.	Portion of Remaining Amount to be Spent in 2009/10
		Act 51	Grants	Other Funds			
<u>1997-98</u>							
	Farmington Widening, 8 Mile N -083	10,000	10,000	0	0	0	0
<u>1999/00</u>							
	Orchard Lake Widening/ROW/Const -111	10,000	10,000	0	0	0	0
	Reconstruction of I-275 -045	10,000	10,000	0	0	0	0
<u>2000/01</u>							
	12 Mile, Inkster to Telegraph-172	5,000	5,000	0	0	0	0
	NW Hwy Reconst. (Inkster - 14) -173	70,000	20,000	0	0	0	50,000
<u>2003/04</u>							
	2003 3R -204	10,000	10,000	0	0	0	0
<u>2004/05</u>							
	Freedom RD 3 R - 158	5,000	5,000	0	0	0	0
	I-275 Living Wall - 174	397,000	0	41,000	34,000	Trust	322,000
	Landscape Enhancement - Northwestern	10,000	10,000	0	0	0	0
<u>2006/07</u>							
	Halsted Rd. (Grand River to 11 Mile Rd) - 216	15,000	15,000	0	0	0	0
	9 Mile (W. of Tuck to Middlebelt) -217	15,000	15,000	0	0	0	0
	Halsted Safety Project N. of 8 Mile -229	5,000	5,000	0	0	0	0
	10 Mile/Middlebelt Intersection (Tri-Party)	177,501	177,501	0	0	0	0
<u>2007/08</u>							
	Orchard Lake, 8 Mile to GR - PE	417,000	0	0	0	0	417,000
	14 Mile Rd. (Farmington to Orchard Lk )Adv constr	786,646	(338,954)	1,115,600	0	0	10,000
	14 Mile Rd. (Drake to Farmington)Adv constr	815,332	(479,118)	1,284,450	0	0	10,000
	Farmington Rd. (13 Mile to 14 Mile)Adv constr	665,015	655,015	0	0	0	10,000
	Signals						
	Pebble Creek Condos - 013	10,000	10,000	0	0	0	0
<u>2008/09</u>							
	2008 Major Rd Resurfacing						
	9 Mile (Gill to M-5)	650,000	483,000	0	0	167,000	0
	Drake Rd. (9 Mile to Lytle)	330,000	330,000	0	0	0	0
	Halsted, S of 14 Mile	260,000	260,000	0	0	0	0
	Halsted Rd. (11 Mile to I-696)	375,000	375,000	0	0	0	0
	Halsted (12 Mile to Emerald Forest) - Stimulus	1,383,000	80,000	0	0	0	1,303,000
	13 Mile/Detroit Baptist Manor Signal Upgrade	150,000	6,000	0	0	0	144,000
	Pedestrian Upgrade @10 Mile & Haggerty	8,000	8,000	0	0	0	0
	MDOT Bridge at Halsted & I-696 plus Orchard Lake Deck	1,270,000	105,000	0	370,000	CIF	795,000
		7,859,494	1,786,444	2,441,050	404,000	167,000	3,061,000
Total Construction Projected 08/09		4,798,494					

# Major Roads

PROJECTS	Project Commitment Remaining	To Be Expended in 09/10				Other Govt.	Portion of Remaining Amount to be Spent in 10/11 & Beyond
		Act 51	Grants	General Fund & CIF			
<u>2009/10</u> Carryover from 08/09							
I-275 Living Wall - 183	322,000	0	0	322,000		0	0
Orchard Lake, 8 Mile to GR (Stimulus)	417,000	1,000	415,000			1,000	0
14 Mile Rd. (Farmington to Orchard Lk )Adv constr - 124	10,000	10,000	0	0		0	0
14 Mile Rd. (Drake to Farmington)Adv constr -125	10,000	10,000	0	0		0	0
Farmington Rd. (13 Mile to 14 Mile)Adv constr-139	10,000	10,000	0	0		0	0
13 Mile/Detroit Baptist Manor Signal Upgrade-014	144,000	34,000	110,000	0		0	0
MDOT Bridge at Halsted & I-696 plus Orchard Lake Deck-232	795,000	425,000	0	370,000	CIF	0	0
Halsted,12 Mile to Emerald Forest (Stimulus)	1,303,000	20,000	1,283,000	0		0	0
<u>2009/10</u> New Projects							
Pedestrian Bridge Crossing @ I-696 and Harrison High	30,650	25,650	0	0		5,000	0
MDOT Bridge at Drake & I-696	16,750	16,750	0	0		0	0
2009/2010 Major Roads							
Farmington Rd. Rehab (11 Mile to 12 Mile)	570,000	570,000	0	0		0	0
NW Hwy Connector Ph I (14/Farm Roundabout)	330,000	330,000	0	0		0	0
NW Hwy Connector Ph I (Remainder Phase 1))	870,000	70,000	0	0		0	800,000
Tri-Party Undesignated	1,210,000	119,988	0	0		240,012	850,000
Middlebelt, 10 Mile to 11 Mile (Stimulus)	740,000	33,500	673,000	0		33,500	0
Middlebelt, 8 Mile to 10 Mile (Stimulus)	1,139,000	53,000	1,033,000	0		53,000	0
Miscellaneous	50,000	50,000	0	0		0	0
	<u>7,967,400</u>	<u>1,778,888</u>	<u>3,514,000</u>	<u>692,000</u>		<u>332,512</u>	<u>1,650,000</u>
Total Construction Projected 09/10	<u>6,317,400</u>						

## LOCAL ROADS

The local road budget provides funding for the maintenance of the City's 245 miles of paved and unpaved local streets. Local street services include pavement patching and 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 engineering and subdivision associations.

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 and pavement replacement.

### GOALS

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

- Improve local road safety. (3,12,13)
- Extend longevity of the local road infrastructure. (2,12,13)
- Improve snow and 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.

## Local Roads

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	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
<b>Service Level</b>	Pothole Patching – tons of cold patch	198	208	200
	Pavement Replacement – tons of asphalt	540	450	400
	Pavement Replacement – cubic yards of concrete	930	613	560
	Gravel Road Grading – miles	390	385	385
	Joint Sealing – lineal feet	307,945	213,892	224,650
	Sweeping – curb miles	1,800	2,100	1,800
	Storm Drain Structure Repairs	45	50	65
	Edge Drain – lineal feet (sump pump program)	325	100	300
	Ditching – lineal feet	8,200	7,500	7,100
	Plowing – complete plowing of local rd. network	7	10	7
	Culvert Installations	25	26	23
	Roadside Cleanup – roadside miles	4	3	3
	Roadside Mowing – swath mile (5 ft. wide cut)	86	85	80
	Lawn Mowing – acres	95	95	95
	Sign Installations and Repairs	518	550	500
<b>Efficiency</b>	Labor hours assigned to storm drain maintenance	2,115	1,900	1,800
	Maintenance cost/local road mile	\$7,549	\$8,698	\$8,642

## REVENUE

Local Road funds are restricted by state statute 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. The Gas & Weight Tax revenue is projected to decrease in 09/10 because the sale of gas has decreased.

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

Miscellaneous No income projected this year.

Interest on Investments decreased due to lower fund balance and lower interest rates.

## **SUMMARY OF SIGNIFICANT BUDGET CHANGES FROM PRIOR YEAR**

### Routine Maintenance

**016 - Surface Maintenance** – Contracted – Increase primarily the result of increasing cost of hauling away and disposing of maintenance generated spoils from the DPW yard.

## Local Roads

**024 - Guardrail Replacement** – Contracted – Reduced need for local road guardrail replacements and upgrades.

**054 - Forestry Maintenance** – Contracted – Increase due to significant need for dead tree removal throughout local road network.

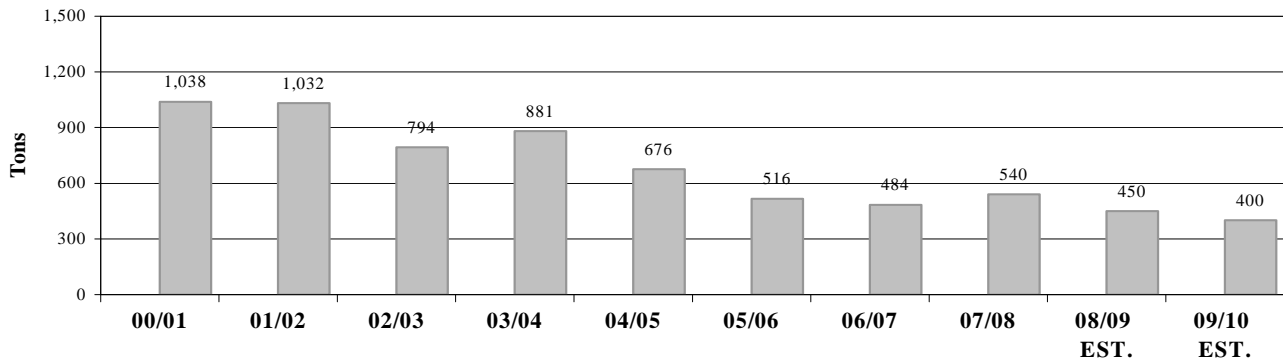
**062, 063 - Drain Structures** – Increased need for reconstruction of drain structures.

**071, 072, 073 – Ditching** - Reduction in ditch excavation/cleanout activities.

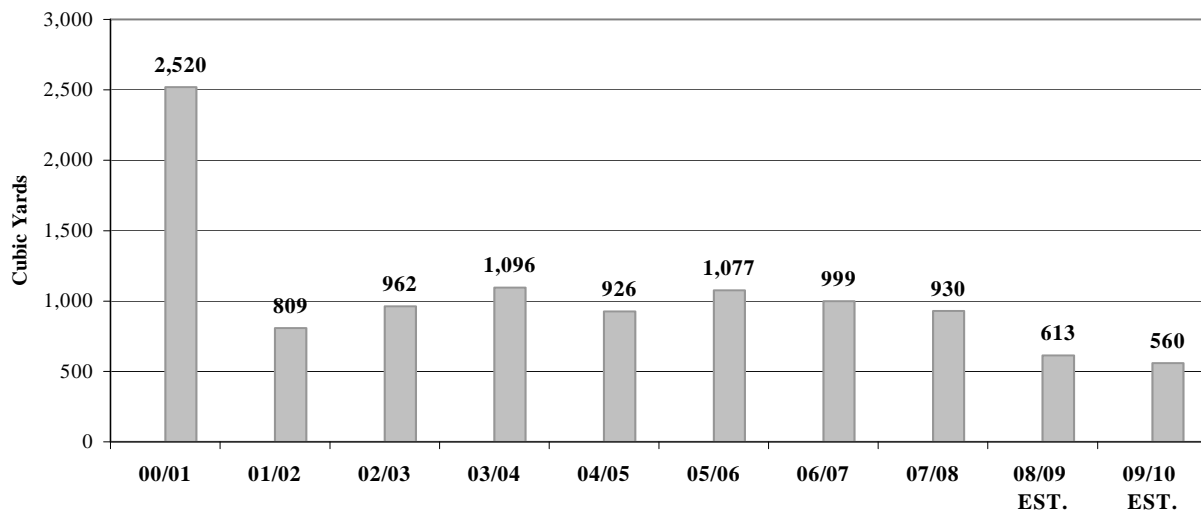
**081, 091, 092, 093 -- Roadside Cleanup and Grass/Weed Services** – General reduction in roadside services proportionate to a reduction in seasonal staffing.

## KEY DEPARTMENTAL TRENDS

ASPHALT REMOVED AND REPLACED (TONS)



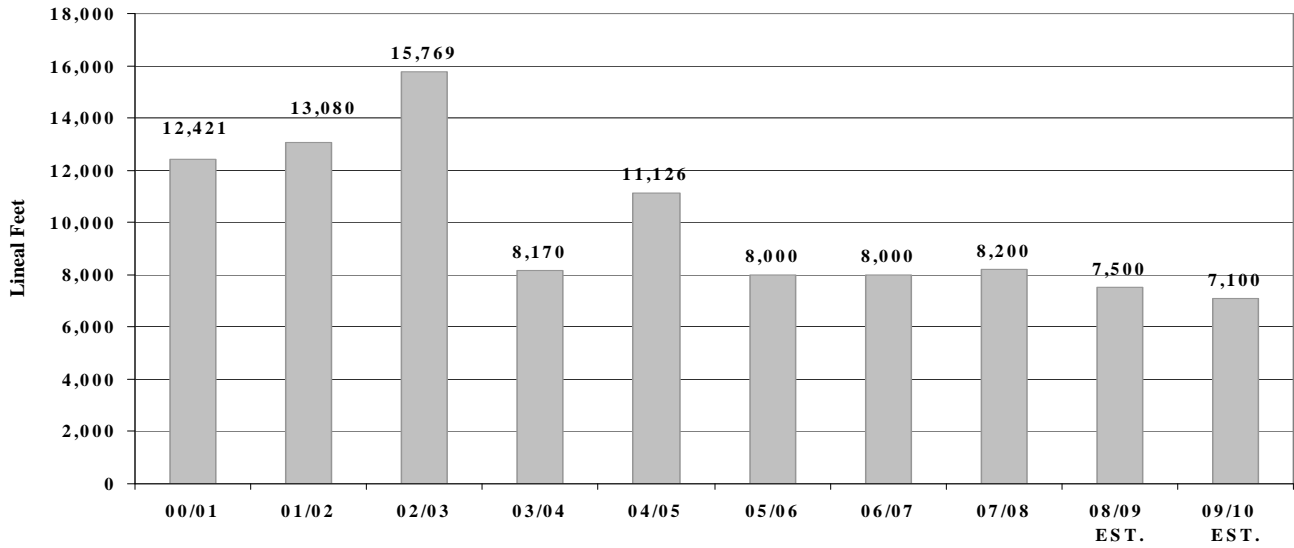
CONCRETE REMOVED AND REPLACED (Cubic yards)



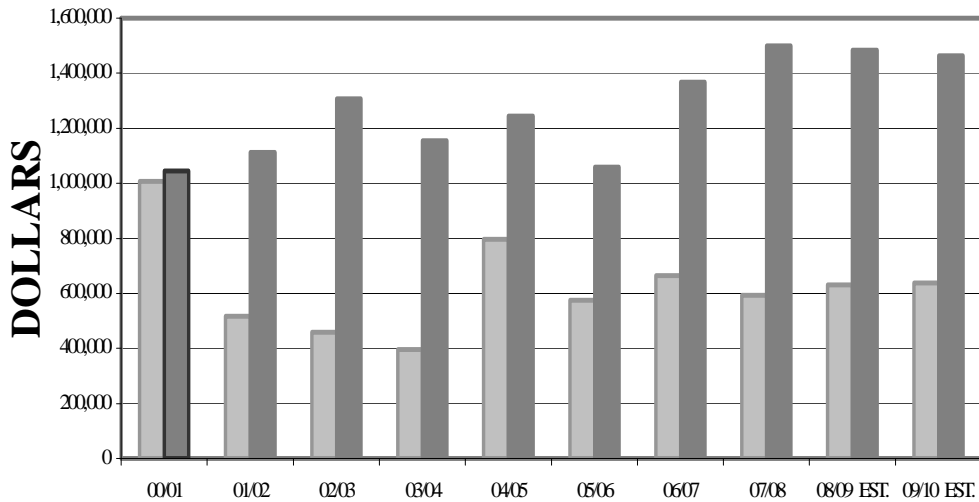
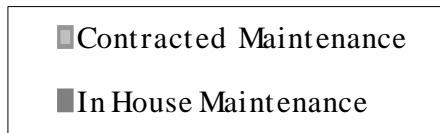


**KEY DEPARTMENTAL TRENDS (con't)**

**DITCHING /LINEAL FEET**



**CONTRACTED MAINTENANCE VS  
IN HOUSE MAINTENANCE**



## Local Roads

FUND NUMBER: 203

Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>FUND BALANCE AT JULY 1</b>	<b>1,149,205</b>	<b>639,393</b>	<b>277,556</b>	<b>290,510</b>	<b>3,201</b>	<b>3,201</b>
<b>REVENUES</b>						
Intergovernmental Revenues:						
Gas & Weight Tax (Act 51)	1,337,087	1,315,244	1,275,000	1,275,000	1,250,000	1,250,000
Build Michigan Fund	46,283	46,265	46,000	46,000	45,500	45,500
Total	1,383,370	1,361,509	1,321,000	1,321,000	1,295,500	1,295,500
Other Revenues:						
Interest on Investments	40,373	19,009	15,000	5,000	3,000	3,000
Total	40,373	19,009	15,000	5,000	3,000	3,000
<b>TOTAL REVENUES</b>	<b>1,423,743</b>	<b>1,380,518</b>	<b>1,336,000</b>	<b>1,326,000</b>	<b>1,298,500</b>	<b>1,298,500</b>
<b>OTHER FINANCING SOURCES</b>						
Contributions from other Funds:						
Special Assessments	15,638	1,268,440	2,782,753	2,654,897	2,463,857	2,463,857
Major Roads	100,000	400,000	390,000	435,000	710,000	710,000
SAD Revolving -Projects	0	324,328	912,627	796,135	586,603	586,603
SAD Revolving	0	0	125,000	0	0	0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>115,638</b>	<b>1,992,768</b>	<b>4,210,380</b>	<b>3,886,032</b>	<b>3,760,460</b>	<b>3,760,460</b>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>1,539,381</b>	<b>3,373,286</b>	<b>5,546,380</b>	<b>5,212,032</b>	<b>5,058,960</b>	<b>5,058,960</b>

## Local Roads

FUND NUMBER: 203

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>EXPENDITURES</b>							
<b>(451) CONSTRUCTION</b>							
	Category Total	8,319	1,592,788	3,710,380	3,451,032	3,065,460	3,065,460
<b>(463) ROUTINE MAINTENANCE</b>							
011	Surface Maint - Labor	288,656	282,361	310,000	309,000	312,000	312,000
012	Surface Maint - Equip Rent	276,796	288,387	275,000	271,000	277,000	277,000
013	Surface Maint - Materials	80,973	110,771	110,000	110,000	117,000	117,000
014	Joint Sealing Program	175,693	199,168	165,000	140,000	115,000	115,000
015	Pavement Replacement	240,796	194,433	130,000	100,000	85,000	85,000
016	Surface Main - Contract	8,885	8,004	13,700	17,605	18,500	18,500
021	Rails/Posts - Labor	1,553	2,232	2,500	2,500	2,550	2,550
022	Rails/Posts - Equip Rent	269	430	1,100	1,000	1,100	1,100
023	Rails/Posts - Materials	39	0	500	300	500	500
024	Rails/Posts - Contract	0	31,037	47,500	0	14,000	14,000
031	Sweep & Flush - Labor	14,369	16,084	12,500	13,500	15,000	15,000
032	Sweep & Flush - Equip Rent	39,078	43,768	36,500	36,000	36,500	36,500
034	Sweep & Flush - Contract	64,050	47,938	57,125	42,971	61,625	61,625
041	Shoulder Maint - Labor	418	1,310	1,500	1,300	1,500	1,500
042	Shoulder Maint - Equip Rent	414	1,851	1,400	1,000	1,400	1,400
051	Forestry Maint - Labor	101,738	47,287	62,000	60,000	61,500	61,500
052	Forestry Maint - Equip Rent	82,651	38,403	44,500	44,000	47,000	47,000
054	Forestry Maint - Contract	84,627	18,482	31,000	49,212	49,168	49,168
061	Drain Structures - Labor	87,739	118,158	55,000	75,000	60,000	60,000
062	Drain Structures - Equip	66,785	86,704	50,000	58,000	61,000	61,000
063	Drain Structures - Mat	3,888	1,219	3,300	3,500	3,700	3,700
064	Drain Structures - Contract	10,057	26,179	80,000	108,018	72,125	72,125
071	Ditching & Bk Slope - Labor	51,093	0	85,000	60,000	70,000	70,000
072	Ditching & Bk Slope - Equip	45,335	36	55,000	35,000	36,000	36,000
073	Ditching & Bk Slope - Mat	10,327	13,794	9,000	7,000	7,200	7,200
081	Road Cleanup - Labor	887	2,236	7,700	4,000	4,200	4,200
082	Road Cleanup - Equip Rent	797	1,789	10,000	3,000	3,000	3,000
091	Grass/Weed - Labor	17,583	10,896	21,000	17,000	15,000	15,000
092	Grass/Weed - Equip Rental	17,903	11,983	15,500	19,000	17,000	17,000
093	Grass/Weed - Materials	649	768	3,500	1,800	1,850	1,850
094	Grass/Weed - Contract	2,000	1,800	2,500	4,112	3,800	3,800
104	Dust Control - Contract	78,015	66,985	79,600	78,191	87,980	87,980
	Category Total	1,854,063	1,674,493	1,778,925	1,673,009	1,659,198	1,659,198

Farmington Hills FY 09/10 – Special Revenue Funds

## Local Roads

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(474) TRAFFIC SERVICES - MAINT.</b>							
011	Sign Maint - Labor	17,225	21,889	26,000	25,500	25,000	25,000
012	Sign Maint - Equip Rent	4,960	6,684	8,900	8,800	9,000	9,000
013	Sign Maint -Materials	2,172	6,694	30,000	26,000	28,000	28,000
041	Traffic Counts	407	488	0	0	0	0
042	Traffic Counts - Equip.	112	167	0	0	0	0
	Category Total	24,876	35,922	64,900	60,300	62,000	62,000
<b>(478) WINTER MAINTENANCE</b>							
001	Snow/Ice Control - Labor	67,866	178,793	118,500	140,000	121,000	121,000
002	Snow/Ice Control - Equip	83,749	203,692	125,000	150,000	129,000	129,000
003	Snow/Ice Control - Material	5	613	0	0	0	0
004	Snow/Ice Control - Contract	0	0	0	0	0	0
	Category Total	151,620	383,098	243,500	290,000	250,000	250,000
<b>(482) ADMIN., RECORDS, ENGINEERING</b>							
001	Admin., Records, Eng.	6,984	35,868	13,000	13,000	13,000	13,000
003	Pav't Mgt System Update	3,331	0	12,000	12,000	12,000	12,000
	Category Total	10,315	35,868	25,000	25,000	25,000	25,000
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>		<b>2,049,193</b>	<b>3,722,169</b>	<b>5,822,705</b>	<b>5,499,341</b>	<b>5,061,658</b>	<b>5,061,658</b>
Revenues over/(under) Expenditures		(509,812)	(348,883)	(276,325)	(287,309)	(2,698)	(2,698)
<b>FUND BALANCE AT JUNE 30</b>		<b>639,393</b>	<b>290,510</b>	<b>1,231</b>	<b>3,201</b>	<b>503</b>	<b>503</b>

Fund balance will decrease due to a decrease in gas tax revenue and the timing of construction projects.

**Local Roads**

PROJECT	Project Commitment Remaining	<u>To Be Expended in 2008/09</u>					Major Road	Portion of Remaining Amount to be Spent in 2009/10
		Act 51 Local	S.A.D.			S.A.D. Revolving Fund		
			S.A.D.	C.D.B.G.				
<u>2007/08</u>								
Barrington Green Road Improvements	782,308	0	631,870	0	150,438	0	0	
Ramble Hills Road Reimb.	228,522	0	184,577	0	43,945	0	0	
Lincolnshire Estates Road Imp	117,077	0	94,563	0	22,514	0	0	
Heather Hills Road Improvements	205,825	0	166,265	0	39,560	0	0	
Colony Park Remedial Drainage	24,900	0	24,900	0	0	0	0	
<u>2008/09</u>								
Springbrook Road Rehab	2,333,800	0	673,460	0	160,340	0	1,500,000	
Franklin Knolls Road Rehab	1,062,400	0	454,250	0	108,150	0	500,000	
Dunbar Oaks Road Improvements	526,200	0	425,012	0	101,188	0	0	
Old Homestead Patch	170,000	0	0	0	170,000	0	0	
<b>Total Construction Projected 08/09</b>	<b>5,451,032</b>	<b>0</b>	<b>2,654,897</b>	<b>0</b>	<b>796,135</b>	<b>0</b>	<b>2,000,000</b>	

PROJECT	Total Project Cost	<u>To Be Expended in 2009/10</u>				
		Act 51 Local	S.A.D.			Other Funds
			S.A.D.	C.D.B.G.	S.A.D. Revolving Fund	
<u>2009/10</u>						
Carryover						
Springbrook Road Rehab -327	1,500,000	0	1,211,550	0	288,450	0
Franklin Knolls Road Rehab -329	500,000	0	403,850	0	96,150	0
Residential Speed Control -015	15,000	15,000	0	0	0	0
Local Road Rehab (Woodbine Sub)	920,460		743,456	0	177,004	0
Quaker Valley Paving	130,000	0	105,001	0	24,999	0
<b>Total Construction Projected 09/10</b>	<b>3,065,460</b>	<b>15,000</b>	<b>2,463,857</b>	<b>0</b>	<b>586,603</b>	<b>0</b>

## REVOLVING SPECIAL ASSESSMENT FUND

### Overview

This fund was established by City Council in 1986 to be utilized for special assessment construction advances, loans to special assessment districts in lieu of selling special assessment bonds for small projects, elimination of deficits in special assessment districts too small to warrant the expense of reassessing, and for repairs and required maintenance activities related to the original special assessment district.

### Expenditures

Local road rehabilitation projects in Springbrook, Woodbine and Franklin Knolls subdivisions.

FUND NUMBER: 247

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>FUND BALANCE AT JULY 1</b>		<b>4,488,448</b>	<b>4,839,953</b>	<b>4,321,358</b>	<b>4,732,854</b>	<b>4,025,719</b>	<b>4,025,719</b>
<b>REVENUES</b>							
664	Interest Income	245,503	215,604	100,000	100,000	90,000	90,000
665	Miscellaneous Income	0	2,600	0	0	0	0
	<b>Total Revenues</b>	<b>245,503</b>	<b>218,204</b>	<b>100,000</b>	<b>100,000</b>	<b>90,000</b>	<b>90,000</b>
<b>OTHER FINANCING SOURCES</b>							
	Contribution from Special Assess.	111,710	0	0	0	0	0
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>		<b>357,213</b>	<b>218,204</b>	<b>100,000</b>	<b>100,000</b>	<b>90,000</b>	<b>90,000</b>
<b>EXPENDITURES</b>							
451	Construction	4,758	0	10,000	10,000	0	0
482	Administration	950	975	1,000	1,000	1,025	1,025
	<b>Total Expenditures</b>	<b>5,708</b>	<b>975</b>	<b>11,000</b>	<b>11,000</b>	<b>1,025</b>	<b>1,025</b>
<b>OTHER FINANCING USES</b>							
(482)	Contribution to other funds: Local Roads	0	324,328	1,037,627	796,135	586,603	586,603
	<b>Total Other Financing Uses</b>	<b>0</b>	<b>324,328</b>	<b>1,037,627</b>	<b>796,135</b>	<b>586,603</b>	<b>586,603</b>
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>		<b>5,708</b>	<b>325,303</b>	<b>1,048,627</b>	<b>807,135</b>	<b>587,628</b>	<b>587,628</b>
Excess Revenues over/(under) Expenditures and Other Financing Uses		351,505	(107,099)	(948,627)	(707,135)	(497,628)	(497,628)
<b>FUND BALANCE AT JUNE 30</b>		<b>4,839,953</b>	<b>4,732,854</b>	<b>3,372,731</b>	<b>4,025,719</b>	<b>3,528,091</b>	<b>3,528,091</b>

Fund balance decreased due to the transfers to local roads for construction projects.

## 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 has declined due to a decline in investment earnings.

### Expenditures

There are no expenditures for 09/10 other than annual audit fees.

Fund Number: 255

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>FUND BALANCE AT JULY 1</b>		<b>48,616</b>	<b>51,055</b>	<b>52,925</b>	<b>53,045</b>	<b>53,715</b>	<b>53,715</b>
<b>REVENUES</b>							
664	Interest Income	2,439	1,990	2,000	800	500	500
	<b>Total Revenues</b>	<b>2,439</b>	<b>1,990</b>	<b>2,000</b>	<b>800</b>	<b>500</b>	<b>500</b>
<b>EXPENDITURES</b>							
	Miscellaneous	0	0	130	130	130	130
	<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>130</b>	<b>130</b>	<b>130</b>	<b>130</b>
Revenues over/(under) Expenditures		2,439	1,990	1,870	670	370	370
<b>FUND BALANCE AT JUNE 30</b>		<b>51,055</b>	<b>53,045</b>	<b>54,795</b>	<b>53,715</b>	<b>54,085</b>	<b>54,085</b>

## NUTRITION GRANT FUND

### Overview

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

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

The home delivered meal program mandates the delivery of one hot meal, a minimum of three days per week, with the choice of a second cold meal, breakfast meal, and weekend package based on need. A shelf stable package consisting of 3 meals is required to be in every HDM client's home in the event of an emergency that may prohibit the daily meal delivery. (i.e. inclement weather, power failure, etc. preventing the preparation and delivery of meals) All meals are delivered by volunteers. Holiday meals are prepared and delivered by staff and volunteers on Thanksgiving, Christmas and Easter to those seniors unable to prepare or obtain a meal from family and friends. A total of 89,364 meals were served in FY 2007-08. A projection of 88,670 meals is estimated for the FY 2008-09 contract year.

### Revenue Assumptions

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

### Expenditures

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

FUND NUMBER: 281

Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>FUND BALANCE AT JULY 1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>REVENUES</b>						
Federal Grant	285,867	287,944	281,418	282,928	282,928	282,928
Program Income	107,472	118,446	103,756	101,564	101,564	101,564
Interest Income	7,116	5,265	6,000	3,500	2,500	2,500
Local Match	25,792	25,956	25,877	22,879	22,879	22,879
Other Income	0	0	11,444	12,199	12,000	12,000
<b>Total Revenues</b>	<b>426,247</b>	<b>437,611</b>	<b>428,495</b>	<b>423,070</b>	<b>421,871</b>	<b>421,871</b>
<b>EXPENDITURES</b>						
Congregate Meals	162,420	186,083	97,789	179,900	179,390	179,390
Homebound Meals	263,827	251,528	330,706	243,170	242,481	242,481
<b>Total Expenditures</b>	<b>426,247</b>	<b>437,611</b>	<b>428,495</b>	<b>423,070</b>	<b>421,871</b>	<b>421,871</b>
Revenues over/(under) Expenditures	0	0	0	0	0	0
<b>FUND BALANCE AT JUNE 30</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## PARKS MILLAGE FUND

### Overview

This fund provides for the accounting and budgeting of the voter approved \$0.50000 mill special millage. Revenue is calculated by multiplying the taxable value by the millage rate and reducing the figure for estimated delinquent taxes. The initial millage was approved in 1986 and renewed for a ten-year period in 1997. The current millage is set to expire June 30, 2009. Voters approved a 10 year renewal in August 2008 which will run July 2009 – June 2019.

### Revenue Assumptions

This fund receives revenue from the special millage levy, industrial facilities tax payments and interest income. This year revenue will decrease because of decreased property tax revenue from a lower taxable value and a lower interest rate on investments.

### Expenditures

Financial support this year will continue for senior programs, youth and family programs, athletic field improvements, cultural arts and equipment replacement.

FUND NUMBER: 410

Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>FUND BALANCE AT JULY 1</b>	<b>550,176</b>	<b>625,783</b>	<b>670,159</b>	<b>972,314</b>	<b>927,527</b>	<b>927,527</b>
<b>REVENUES</b>						
Special Levy	2,083,080	2,150,954	2,140,000	2,140,000	2,033,357	2,033,357
IFT Payments	3,576	3,434	3,576	3,576	3,576	3,576
Grants	0	2,500	0	0	0	0
Interest on Investments	77,874	91,994	40,000	45,000	30,000	30,000
<b>TOTAL REVENUES</b>	<b>2,164,530</b>	<b>2,248,882</b>	<b>2,183,576</b>	<b>2,188,576</b>	<b>2,066,933</b>	<b>2,066,933</b>
<b>EXPENDITURES</b>						
Audit & Legal Fees	950	975	1,010	1,000	1,000	1,000
Master Plan	0	38,928	0	0	0	0
Aquatic/Art Center Design	0	0	0	0	300,000	300,000
Heritage Park	227,029	120,404	55,000	54,000	40,000	40,000
Athletic Fields	31,243	17,010	45,000	73,000	45,000	45,000
Equipment	36,912	63,619	107,000	114,200	52,000	52,000
Comfort Station (Port-A-Johns)	7,432	6,930	9,000	7,200	8,000	8,000
Facility Maintenance	0	0	5,000	5,000	45,000	45,000
Playground Improvement	0	0	420,000	420,000	40,000	40,000
Activities Center Improvements	35,614	28,416	20,000	33,000	25,000	25,000
Skate Park	8,223	21,450	0	0	0	0
Founders Park Parking Lot	0	0	0	0	400,000	400,000
Property Acquisition	210,583	0	0	0	200,000	200,000
Players Barn Grant Exp.	0	30,000	25,000	25,000	25,000	25,000
<b>Total Expenditures</b>	<b>557,986</b>	<b>327,732</b>	<b>687,010</b>	<b>732,400</b>	<b>1,181,000</b>	<b>1,181,000</b>

## **Parks Millage Fund**

Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>OTHER FINANCING USES</b>						
General Fund						
Park Maintenance/Operations	320,259	329,451	339,746	339,746	350,000	350,000
Recreation	0	0	0	0	8,000	8,000
Naturalist	62,742	64,605	66,543	66,543	69,000	69,000
Youth Services	110,000	110,000	150,000	150,000	150,000	150,000
Activities Center/Seniors	294,236	296,863	299,974	299,974	305,400	305,400
Cultural Arts	110,000	152,000	150,000	150,000	150,000	150,000
Environmental Services	0	0	0	0	0	43,120
Facility/Programs	0	0	0	0	45,000	45,000
Ice Arena (Debt)	0	0	0	0	150,000	150,000
Water Fund (NW)	633,700	621,700	494,700	494,700	0	0
<b>Total Other Financing Uses</b>	<b>1,530,937</b>	<b>1,574,619</b>	<b>1,500,963</b>	<b>1,500,963</b>	<b>1,227,400</b>	<b>1,270,520</b>
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>	<b>2,088,923</b>	<b>1,902,351</b>	<b>2,187,973</b>	<b>2,233,363</b>	<b>2,408,400</b>	<b>2,451,520</b>
Revenues over/(under) Expenditures	75,607	346,531	(4,397)	(44,787)	(341,467)	(384,587)
<b>FUND BALANCE AT JUNE 30</b>	<b>625,783</b>	<b>972,314</b>	<b>665,762</b>	<b>927,527</b>	<b>586,060</b>	<b>542,940</b>



**CAPITAL PROJECT DETAIL**

	<u>FY 2008/09</u>	<u>FY 2009/10</u>
<b>HERITAGE PARK</b>		
Caretakers House Improvements-Parking	14,000	10,000
Longacre	25,000	15,000
Stable Improvements	0	10,000
Visitor Center	15,000	5,000
	<u>54,000</u>	<u>40,000</u>
<b>FOUNDERS SPORTS PARK IMPROVEMENTS</b>		
Parking lot resurfacing	<u>0</u>	<u>400,000</u>
<b>ATHLETIC FIELDS</b>		
Ball field & soccer field renovation	<u>73,000</u>	<u>45,000</u>
	<u>73,000</u>	<u>45,000</u>
<b>EQUIPMENT</b>		
36" Walk Mower		
52" Walk Mower		
60" STR Mower (2)		
Small Pick-up	18,200	0
K-2500 Pick-up with Plow	34,000	0
LCF 5500 Dump plow	51,000	52,000
Trailer 15'	11,000	0
	<u>114,200</u>	<u>52,000</u>
<b>COMFORT STATION</b>		
Portable units for Little League program	<u>7,200</u>	<u>8,000</u>
	<u>7,200</u>	<u>8,000</u>
<b>ACTIVITIES CENTER IMPROVEMENTS</b>		
Wall Covering (Shannon)	8,851	0
Lobby Bathroom Upgrades	5,440	0
Kitchen Updates	0	10,000
Kiosk - Lobby for registrations	0	5,000
Entry "B" repairs	0	10,000
Misc. Improvements	18,709	0
	<u>33,000</u>	<u>25,000</u>
<b>PLAYGROUND EQUIPMENT</b>		
Splash Park	420,000	0
Playground Equipment	0	40,000
	<u>420,000</u>	<u>40,000</u>

## GOLF COURSE CAPITAL IMPROVEMENT FUND

### Overview

This fund was established in 1992, and is financed by a per-round surcharge on green fees. It is used for golf course equipment and capital improvements.

### Revenue Assumptions

This fund receives revenue from a per-round surcharge on green fees and interest income.

### Expenditures

A 72" fairway rotary mower and a tractor with a ball picker for the driving range will be purchased in the 09/10 budget.

FUND NUMBER: 412

Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>FUND BALANCE AT JULY 1</b>	<b>26,669</b>	<b>47,002</b>	<b>17,947</b>	<b>28,091</b>	<b>22,540</b>	<b>22,540</b>
<b>REVENUES</b>						
Green Fees	18,954	21,407	22,300	21,900	22,000	22,000
Interest	1,529	884	600	400	200	200
<b>TOTAL REVENUES</b>	<b>20,483</b>	<b>22,291</b>	<b>22,900</b>	<b>22,300</b>	<b>22,200</b>	<b>22,200</b>
<b>EXPENDITURES</b>						
Miscellaneous	150	155	160	200	210	210
Capital Improvement	0	8,700	0	0	0	0
Equipment	0	32,347	27,000	27,651	37,400	37,400
<b>TOTAL EXPENDITURES</b>	<b>150</b>	<b>41,202</b>	<b>27,160</b>	<b>37,610</b>	<b>37,610</b>	<b>37,610</b>
Revenues Over/(Under) Expenditures	20,333	(18,911)	(4,260)	(5,551)	(15,410)	(15,410)
<b>FUND BALANCE AT JUNE 30</b>	<b>47,002</b>	<b>28,091</b>	<b>13,687</b>	<b>22,540</b>	<b>7,130</b>	<b>7,130</b>

### CAPITAL PROJECT DETAIL

	<u>FY 2008/09</u>	<u>FY 2009/10</u>
<b>EQUIPMENT</b>		
Tractor for Driving Range Ball Pick-up	0	15,000
Ball Picker	0	5,400
72" Out front rotary Mower	0	17,000
Tractor Loader (58 hp)	27,651	0
	<u>27,651</u>	<u>37,400</u>
<b>TOTAL CAPITAL OUTLAY</b>	<u>27,651</u>	<u>37,400</u>

## PUBLIC SAFETY MILLAGE FUND

### Overview

This fund was established to account for a \$1 mill levy (\$1.00 per \$1,000 of Taxable Value) approved by the electorate in 1995 for the purpose of expanding police and fire staff, constructing a central fire station and acquiring equipment and technology. The millage was renewed in 2003 for a ten year period. An addition .5 mill was also approved and became effective with the July 2006 levy. Revenue is calculated by multiplying the taxable value by the millage rate and reducing the figure for estimated delinquent taxes. The millage expires in 2015.

### Revenue Assumptions

This fund receives revenue from the special millage levy, industrial facilities tax payments and interest income. In 09/10 revenue will decrease because of decreased property tax revenue from a lower taxable value and a lower interest rate on investments.

### Expenditures

The millage funds 1 police sergeant, nineteen police officers, 5 dispatchers and 1 communication supervisor. It also funds fifteen full-time firefighters, 4 supervisors, 2 shift lieutenants and the equivalent of 5.68 paid callback firefighters.

FUND NUMBER: 205

Acct.	2006/07	2007/08	2008/09	2008/09	2009/10	2009/10
No. Category and Line Item	Actual	Actual	Budgeted	Estimated	Proposed	Adopted
<b>FUND BALANCE AT JULY 1</b>	<b>100</b>	<b>918,910</b>	<b>1,570,959</b>	<b>1,660,974</b>	<b>2,093,054</b>	<b>2,093,054</b>
<b>REVENUES</b>						
Public Safety Millage	6,299,717	6,505,264	6,482,356	6,482,356	6,149,219	6,149,219
IFT Payments	10,814	10,375	10,336	10,336	10,336	10,336
Interest Income	206,831	198,194	100,000	110,000	75,000	75,000
<b>TOTAL REVENUES</b>	<b>6,517,362</b>	<b>6,713,833</b>	<b>6,592,692</b>	<b>6,602,692</b>	<b>6,234,555</b>	<b>6,234,555</b>
<b>EXPENDITURES</b>						
<b>(445) REIMBURSEMENTS TO</b>						
<b>GENERAL FUND</b>						
300 Police Department						
Salaries and Wages	2,592,281	2,901,582	3,103,044	3,010,942	3,083,008	3,083,008
Operating Supplies	28,575	23,040	20,475	20,475	0	0
Professional & Contractual	14,000	4,100	4,100	4,100	0	0
Capital Outlay	13,359	18,320	26,070	23,198	0	0
Total Police Department Reimb.	2,648,215	2,947,042	3,153,689	3,058,715	3,083,008	3,083,008
337 Fire Department						
Salaries and Wages	2,747,227	2,882,769	3,063,112	3,111,897	3,120,842	3,120,842
Operating Supplies	200,000	35,913	0	0	0	0
Professional & Contractual	0	42,658	0	0	0	0
Capital Outlay	3,110	63,387	0	0	0	0
Total Fire Department Reimb.	2,950,337	3,024,727	3,063,112	3,111,897	3,120,842	3,120,842
<b>TOTAL EXPENDITURES AND</b>						
<b>OTHER FINANCING USES</b>	5,598,552	5,971,769	6,216,801	6,170,612	6,203,850	6,203,850
Excess Revenues over Expenditures	918,810	742,064	375,891	432,080	30,705	30,705
<b>FUND BALANCE AT JUNE 30</b>	<b>918,910</b>	<b>1,660,974</b>	<b>1,946,850</b>	<b>2,093,054</b>	<b>2,123,759</b>	<b>2,123,759</b>

# 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 proceeds from the distribution of forfeited assets seized in drug arrests under federal statutes.

## Revenue Assumptions

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

## Expenditures

In FY 2009/10 funding will be utilized to:

- continue support of the drug education and prevention programs in the schools
- provide community drug education programs
- obtain equipment for narcotics-related investigations
- purchase forensic equipment and a vehicle to be used in narcotics-related investigations.

FUND NUMBER: 213

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>FUND BALANCE AT JULY 1</b>		<b>0</b>	<b>272,761</b>	<b>248,216</b>	<b>393,106</b>	<b>658,706</b>	<b>658,706</b>
<b>REVENUES</b>							
013	Federal Forfeiture	0	181,516	200,000	350,000	350,000	350,000
664	Interest Income	0	11,831	10,000	6,000	6,000	6,000
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>		<b>0</b>	<b>193,347</b>	<b>210,000</b>	<b>356,000</b>	<b>356,000</b>	<b>356,000</b>
<b>EXPENDITURES</b>							
<b>(702) SALARIES &amp; WAGES</b>							
	Overtime	0	0	0	0	105,785	105,785
		0	0	0	0	105,785	105,785
<b>(740) OPERATING SUPPLIES</b>							
002	Books & Subscriptions	0	0	0	0	0	0
008	Drug Education & Supplies	0	2,932	3,600	3,600	41,755	41,755
009	Evidence Lab Supplies	0	0	2,896	1,500	2,500	2,500
011	Lease Equipment	0	0	12,200	11,300	17,040	17,040
012	Training Expenses	0	0	2,000	1,500	0	0
017	Prosecutor Fees	0	0	1,000	0	1,000	1,000
018	Ammunition & Weapons	0	0	14,289	10,000	59,005	59,005
019	Uniform	0	0	31,060	22,500	53,228	53,228
040	Miscellaneous	0	67,955	88,000	40,000	41,610	41,610
	Category Total	0	70,887	155,045	90,400	216,138	216,138

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(801) PROFESSIONAL &amp; CONTRACTUAL</b>							
002	Memberships and Licenses	0	0	0	0	240	240
006	Vehicle Maintenance	0	0	0	0	600	600
007	Office Equipment Main.	0	0	0	0	15,125	15,125
008	Firearms Range Maintenance	0	0	0	0	5,000	5,000
009	In-Car Camera Maintenance	0	0	0	0	27,200	27,200
013	Education & Training	0	0	0	0	7,500	7,500
098	Polygraph/DNA Services	0	0	0	0	1,000	1,000
	Category Total	0	0	0	0	56,665	56,665
<b>(970) CAPITAL OUTLAY</b>							
001	Office Furniture	0	2,115	0	0	0	0
002	Equipment	0	0	0	0	12,000	12,000
	Automotive & Auto						
015	Equipment	0	0	0	0	32,000	32,000
036	Building Improvements	0	0	37,000	0	0	0
	Category Total	0	2,115	37,000	0	44,000	44,000
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>		<b>0</b>	<b>73,002</b>	<b>192,045</b>	<b>90,400</b>	<b>422,588</b>	<b>422,588</b>
Revenues over/(under) Expenditures		0	120,345	17,955	265,600	(66,588)	(66,588)
Transfer from Forfeiture Fund		272,761	0	0	0	0	0
<b>FUND BALANCE AS OF JUNE 30</b>		<b>272,761</b>	<b>393,106</b>	<b>266,171</b>	<b>658,706</b>	<b>592,118</b>	<b>592,118</b>

### Capital Outlay

Department Number: 213

Acct.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget Quantity	Amount
<b>002</b>		<b>OFFICE EQUIPMENT</b>				
	1	Ruggedized Cellebrite Universal Forensic Extraction Device	7,000	7,000	1	7,000
	1	Undercover Transmitters with Recording Devices	5,000	5,000	1	5,000
		Total Office Equipment		12,000		12,000
<b>015</b>		<b>AUTOMOTIVE &amp; AUTO EQUIPMENT</b>				
	1	SONIC/DPU Raid Van	32,000	32,000	1	32,000
		Total Automotive & Auto Equipment		32,000		32,000
		<b>CAPITAL OUTLAY TOTAL</b>		<b>44,000</b>		<b>44,000</b>

## POLICE FORFEITURE FUND

### Overview

This fund was established in 1989, to comply with the guidelines of the Uniform Budgeting Act of 1978. It obtains its proceeds 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 2009/10 funding will be utilized to:

- continue support of the drug education and prevention programs in the schools.
- provide community drug education programs.
- obtain equipment for narcotics-related investigations.
- purchase vehicles to be used in narcotics-related investigations.

FUND NUMBER: 214

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>FUND BALANCE AT JULY 1</b>		<b>612,518</b>	<b>460,261</b>	<b>232,316</b>	<b>264,213</b>	<b>334,285</b>	<b>334,285</b>
<b>REVENUES</b>							
013	Federal Forfeiture	497,375	0	0	0	0	0
014	Forfeiture Funds	191,812	1,239	144,530	250,000	250,000	250,000
015	Miscellaneous	25,000	158,517	0	0	0	0
025	Sale of Fixed Assets	35,804	0	0	0	0	0
664	Interest Income	53,339	25,471	25,000	8,000	8,000	8,000
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>		<b>803,330</b>	<b>185,227</b>	<b>169,530</b>	<b>258,000</b>	<b>258,000</b>	<b>258,000</b>
<b>EXPENDITURES</b>							
<b>(740) OPERATING SUPPLIES</b>							
008	Drug Education & Supplies	12,894	6,134	10,000	7,000	15,000	15,000
009	Evidence Lab Supplies	3,665	0	0	0	0	0
011	Lease Equipment	16,834	17,683	13,900	13,000	10,200	10,200
012	Training Expenses	3,440	1,500	3,750	0	0	0
017	Prosecutor Fees	0	7,493	3,000	1,000	3,000	3,000
018	Ammunition & Weapons	13,719	0	21,090	18,000	22,390	22,390
019	Uniform	1,134	37,071	1,600	1,500	1,600	1,600
040	Miscellaneous	165,262	72,154	22,633	45,000	26,143	26,143
	Total Operating Supplies	216,948	142,035	75,973	85,500	78,333	78,333



**Police Forfeiture Fund**

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(801)</b>	<b>PROFESSIONAL &amp; CONTRACTUAL</b>						
006	Vehicle Maintenance	0	0	0	0	47,000	47,000
013	Education & Training	0	0	0	3,750	3,750	3,750
070	Crime Prevention	0	0	0	0	3,500	3,500
	Category Total	0	0	0	3,750	54,250	54,250
<b>(970)</b>	<b>CAPITAL OUTLAY</b>						
001	Office Furniture	0	0	0	0	4,609	4,609
002	Equipment	368,169	126,432	0	49,282	0	0
015	Automotive & Auto Equipment	19,743	83,057	54,000	49,396	54,000	54,000
036	Building Improvements	38,324	0	0	0	0	0
	Total Capital Outlay	426,236	209,489	54,000	98,678	58,609	58,609
	<b>TOTAL EXPENDITURES</b>	643,184	351,524	129,973	187,928	191,192	191,192
<b>(445)</b>	<b>OTHER FINANCING USES</b>						
	Contribution to Other Funds:						
101	General Fund	39,642	29,751	11,136	0	0	0
	<b>TOTAL OTHER FINANCING USES</b>	39,642	29,751	11,136	0	0	0
	<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>	<b>682,826</b>	<b>381,275</b>	<b>141,109</b>	<b>187,928</b>	<b>191,192</b>	<b>191,192</b>
	<b>Revenues over/(under) Expenditures</b>	<b>120,504</b>	<b>(196,048)</b>	<b>28,421</b>	<b>70,072</b>	<b>66,808</b>	<b>66,808</b>
	Transfer to Federal Forfeiture Fund	(272,761)	0	0	0	0	0
	<b>FUND BALANCE AS OF JUNE 30</b>	<b>460,261</b>	<b>264,213</b>	<b>260,737</b>	<b>334,285</b>	<b>401,093</b>	<b>401,093</b>

**Police Forfeiture Fund**

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Department Number: 214

Acct.	Quantity	Item Description	Unit Cost	Budget Request	Manager's Budget Quantity	Manager's Budget Amount
<b>001</b>		<b>OFFICE FURNITURE</b>				
	1	Biometrics Expansion	4,609	4,609	1	4,609
		Total Office Furniture		4,609		4,609
<b>015</b>		<b>AUTOMOTIVE &amp; AUTO EQUIPMENT</b>				
	2	Unmarked Car - Class B	17,500	35,000	2	35,000
	1	Marked Patrol Car - Class L	19,000	19,000	1	19,000
		Total Automotive & Auto Equipment		54,000		54,000
		<b>CAPITAL OUTLAY TOTAL</b>		<b>58,609</b>		<b>58,609</b>



## FIRE ACT GRANT

### Overview

The Farmington Hills Fire Department, along with 15 other communities applied for a Federal Grant #EMW-2007-FR-00657 (Fire Act) and was awarded \$1,355,000 (including local match). The grant is for a video conferencing system that will connect 45 fire stations and 11 training rooms in the 16 communities. The City of Farmington Hills will serve as the fiduciary for the grant, meaning that the City will procure the equipment and services, receive the funding from the Federal Government and local communities, and pay the invoices.

FUND NUMBER: 260

Acct. No. Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>FUND BALANCE AT JULY 1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>REVENUES</b>						
505 Federal Grant	0	0	0	1,084,000	0	0
664 Interest Income	0	0	0	1,151	0	0
676 Contribution from Other Governments	0	0	0	304,172	0	0
Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,389,323</u>	<u>0</u>	<u>0</u>
<b>OTHER FINANCING SOURCES</b>						
Contribution From Other Funds:						
404 Capital Improvement Fund	0	0	0	34,029	0	0
Total Other Financing Sources	<u>0</u>	<u>0</u>	<u>0</u>	<u>34,029</u>	<u>0</u>	<u>0</u>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>1,423,352</u></b>	<b><u>0</u></b>	<b><u>0</u></b>
<b>EXPENDITURES</b>						
020 Miscellaneous Equipment	0	0	0	142,472	0	0
040 Miscellaneous	0	0	0	1,280,880	0	0
Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,423,352</u>	<u>0</u>	<u>0</u>
Revenues over/(under) Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>FUND BALANCE AT JUNE 30</b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## JUSTICE ASSISTANCE GRANT II

### Overview

The Justice Assistance Grant was established by the United States Department of Justice. It is distributed to community police departments for the purpose of preventing and controlling crime based on local needs and conditions.

This grant fund will be used for the purchase of radio equipment.

FUND NUMBER: 272

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>FUND BALANCE AT JULY 1</b>		<b>0</b>	<b>1,000</b>	<b>0</b>	<b>1,374</b>	<b>0</b>	<b>0</b>
<b>REVENUES</b>							
505	Federal Grant	0	0	0	9,521	0	0
005	Interest Income	1,000	374	0	160	0	0
Total Revenues		1,000	374	0	9,681	0	0
<b>TOTAL REVENUES AND OTHER</b>							
<b>FINANCING SOURCES</b>		<b>1,000</b>	<b>374</b>	<b>0</b>	<b>9,681</b>	<b>0</b>	<b>0</b>
<b>EXPENDITURES</b>							
020	Miscellaneous Equipment	0	0	0	11,055	0	0
040	Miscellaneous	0	0	0	0	0	0
Total Expenditures		0	0	0	11,055	0	0
Revenues over/(under) Expenditures		1,000	374	0	(1,374)	0	0
<b>FUND BALANCE AT JUNE 30</b>		<b>1,000</b>	<b>1,374</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND</b>
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**Overview**

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

**Revenue Assumptions**

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

**Expenditures**

In FY 2009/10, approximately 38 homes will be rehabilitated at a cost of \$311,162 as part of the Housing Rehabilitation Program.

FUND NUMBER: 275

Acct. No. Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>FUND BALANCE AT JULY 1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>REVENUES</b>						
Community Development						
Block Grant	494,750	270,605	368,792	368,792	368,792	368,792
Block Grant Carryover	0	0	0	111,500	66,000	66,000
Housing Rehabilitation						
Program Loan Receipts	58,784	32,204	20,023	30,000	20,000	20,000
<b>Total Revenues</b>	<b>553,534</b>	<b>302,809</b>	<b>388,815</b>	<b>510,292</b>	<b>454,792</b>	<b>454,792</b>
<b>EXPENDITURES</b>						
<b>ADMINISTRATION</b>						
Salaries & Wages	60,110	81,091	48,000	48,000	48,000	48,000
Fringe Benefits	24,462	11,925	17,000	17,000	17,000	17,000
Supplies	0	0	500	300	500	500
Conferences & Workshops	833	958	1,100	1,100	1,100	1,100
Memberships & Dues	2,845	2,490	3,000	3,000	3,000	3,000
Legal Notices	1,087	1,351	2,280	2,000	2,280	2,280
Haven	7,500	7,500	5,000	5,000	5,000	5,000
Contracted Services	1,000	1,000	750	750	750	750
Category Total	97,837	106,315	77,630	77,150	77,630	77,630

## Community Development Block Grant Fund

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>CAPITAL OUTLAY</b>							
	Housing Rehab. Grants	15,391	19,392	25,000	23,480	30,000	30,000
	Housing Rehabilitation	155,547	144,898	200,185	202,162	261,162	261,162
	Housing Rehab. Income Est.	58,784	32,204	20,000	30,000	20,000	20,000
	Youth Cntr. Furn & Equipment	6,802	0	0	0	0	0
	Sidewalks	156,000	0	0	0	0	0
	Category Total	392,524	196,494	245,185	255,642	311,162	311,162
	<b>Total Expenditures</b>	490,361	302,809	322,815	332,792	388,792	388,792
<b>OTHER FINANCING USES</b>							
	Contribution to Other Funds						
	Capital Improvement Fund						
	13 Mile Rd Sidewalk	0	0	0	177,500	0	0
	Middlebelt San Souci Sidewalk	0	0	66,000	0	66,000	66,000
	Major Road Fund						
	Inkster ROW Improvement	63,173	0	0	0	0	0
	<b>Total Other Financing Uses</b>	63,173	0	66,000	177,500	66,000	66,000
	<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>	<b>553,534</b>	<b>302,809</b>	<b>388,815</b>	<b>510,292</b>	<b>454,792</b>	<b>454,792</b>
	Excess Revenue over Expenditures	0	0	0	0	0	0
	<b>FUND BALANCE AT JUNE 30</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## 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.

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.

Occasionally funds are transferred from the General Fund to the Capital Improvement Fund for construction projects. This year, \$2.5 million will be transferred from the General Fund to the Capital Improvement Fund for the City Hall revitalization project. Also, \$370,000 will be transferred from the Capital Improvement Fund to the Major Roads Fund for the Halsted Bridge over I-696.

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**

Millage is allocated to this fund from within the City Charter millage. Capital Improvement levy revenue will decrease in 09/10 due to decreased property tax revenue from lower taxable value in the City. Additional revenue comes from interest on investments and donations from the community for the youth program at the Jon Grant Community Center. A transfer of \$2.5 million from the General Fund will finance the City Hall Revitalization project.

### **Expenditures**

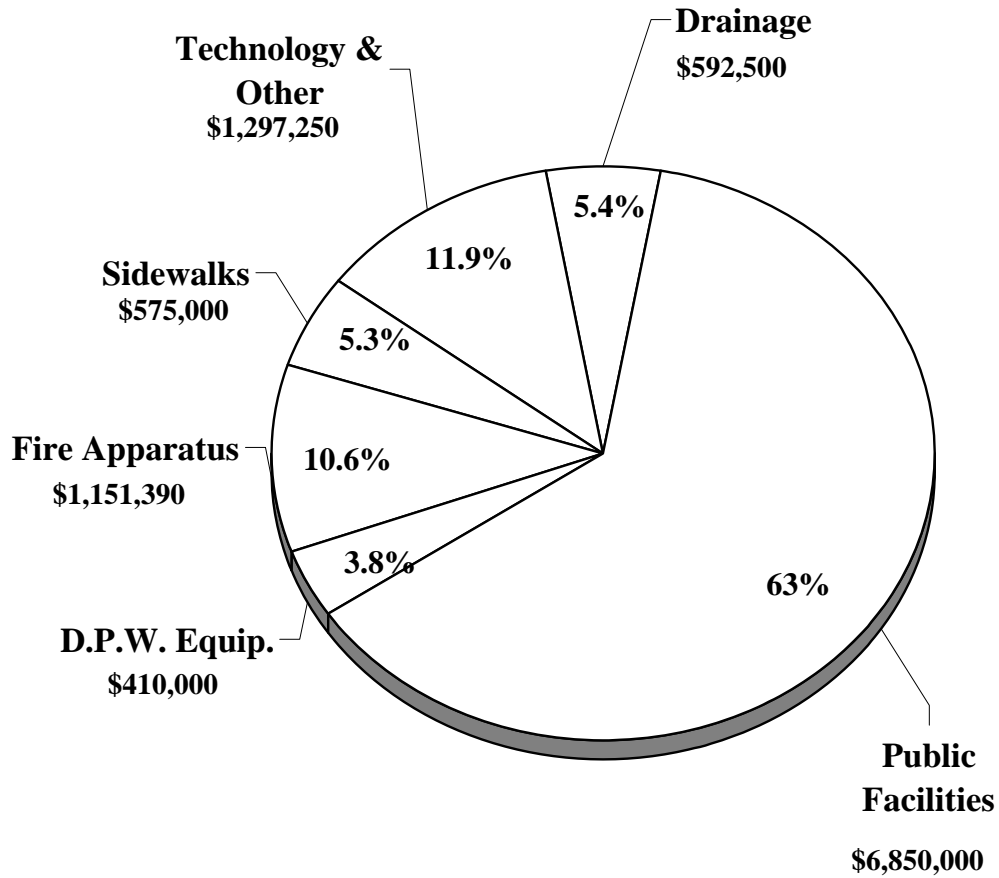
The annual Capital Improvement Fund budget is the financial means by which the first year of the Capital Improvement Program is implemented to the extent revenues are available. In addition to the construction projects contained in the Road Fund budgets, the City plans to expend over \$10 million for infrastructure improvements benefiting the entire community. This program is comprised of facility improvements and expansions, sidewalk and bike path construction, drainage improvements, technology enhancements, and the acquisition of Public Works equipment and Fire apparatus replacements. The Project Detail pages describe the capital projects.

### **Fund Balance:**

The fund balance for 09/10 will decrease due to decreased taxes, lower investment income and the timing of projects.



# Capital Improvement Fund Expenditures \$10,876,140



**FUND NUMBER: 404**

Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>FUND BALANCE AT JULY 1</b>	<b>4,242,341</b>	<b>5,719,111</b>	<b>7,299,421</b>	<b>8,449,244</b>	<b>10,691,523</b>	<b>10,691,523</b>
<b>REVENUES</b>						
Capital Improvement Levy	2,048,086	2,114,881	2,103,828	2,103,828	1,999,204	1,999,204
Federal Grant-Driver Simulator	0	0	0	112,000	0	0
Federal Grant-IDEP	39,510	0	25,000	0	0	0
Federal Grant-Costick Bio-Retention	0	0	0	44,109	0	0
Interest on Investments	304,191	241,132	100,000	150,000	90,000	90,000
Land Sale-McMann	0	56,000	0	0	0	0
Interest on Land Contract	0	23,542	0	0	0	0
Land Sale	0	0	0	0	0	0
Proceeds from Sale of Old Courthouse	178,386	0	0	0	0	0
Interest Income-Old Courthouse	8,919	0	0	0	0	0
Sale of Fixed Assets	27,000	177,114	0	90,000	0	0
Memorial Contributions	300	200	0	0	0	0
Donations-Fire Station #3	15,000	15,000	15,000	15,000	15,000	15,000
Sidewalk SAD's	24,851	49,285	27,000	48,400	0	0
Woodcreek Pond/Danvers/Homeowners	0	0	35,000	31,500	0	0
Miscellaneous	0	0	0	0	0	0
<b>Total Revenues</b>	<b>2,646,243</b>	<b>2,677,154</b>	<b>2,305,828</b>	<b>2,594,837</b>	<b>2,104,204</b>	<b>2,104,204</b>
<b>OTHER FINANCING SOURCES</b>						
Contribution From Other Funds:						
CDBG	40,243	0	66,000	177,500	66,000	66,000
General Fund-City Hall Revitalization	0	3,000,000	2,500,000	2,500,000	2,500,000	2,500,000
<b>Total Other Financing Sources</b>	<b>40,243</b>	<b>3,000,000</b>	<b>2,566,000</b>	<b>2,677,500</b>	<b>2,566,000</b>	<b>2,566,000</b>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>2,686,486</b>	<b>5,677,154</b>	<b>4,871,828</b>	<b>5,272,337</b>	<b>4,670,204</b>	<b>4,670,204</b>
<b>EXPENDITURES</b>						
<b>DRAINAGE</b>	<b>17,356</b>	<b>113,475</b>	<b>665,000</b>	<b>356,416</b>	<b>592,500</b>	<b>592,500</b>
<b>PUBLIC FACILITIES</b>						
Land Acquisition	0	205,314	300,000	102,000	200,000	200,000
Reconstruct Fire Station No.3	(355,757)	0	0	0	0	0
ADA Entr.City Hall Police Bldgs.	56,528	0	0	0	0	0
Costick Center Drive Improvements	0	1,460	320,000	0	50,000	50,000
City Hall Revitalization Project	0	3,464	5,500,000	500,000	6,500,000	6,500,000
Police Building Improvements	0	0	100,000	0	100,000	100,000
Municipal Campus Improvements	82,546	0	0	0	0	0
Underground Storage Tanks	164,576	0	0	0	0	0
Joint Sealing-Public Facilities	0	15,000	0	0	0	0
Costick Center - Bio Retention Proj.	44,512	13,005	0	0	0	0
<b>Total Public Facilities</b>	<b>(7,595)</b>	<b>238,243</b>	<b>6,220,000</b>	<b>602,000</b>	<b>6,850,000</b>	<b>6,850,000</b>

Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>SIDEWALKS</b>	263,365	234,320	368,000	305,347	575,000	575,000
<b>EQUIPMENT</b>						
Phone System Upgrade	26,950	0	75,000	0	35,000	35,000
Generators	1,000	0	0	0	0	0
Data Processing & Office Equip.	176,062	151,531	455,000	382,000	765,000	765,000
Election Equipment	0	83,829	0	0	0	0
911 Upgrade	0	0	125,000	0	125,000	125,000
Fire Apparatus	176,994	1,688,545	565,000	290,608	1,151,390	1,151,390
D.P.W. Equipment	551,289	434,414	501,000	687,458	410,000	410,000
Total Equipment	932,295	2,358,319	1,721,000	1,360,066	2,486,390	2,486,390
<b>ADMINISTRATIVE</b>						
NPDES Expenses	679	974	0	460	500	500
Audit Fees	3,616	1,690	1,740	1,740	1,750	1,750
Total Administrative	4,295	2,664	1,740	2,200	2,250	2,250
<b>Total Expenditures</b>	1,209,716	2,947,021	8,975,740	2,626,029	10,506,140	10,506,140
<b>OTHER FINANCING USES</b>						
Contribution To Other Funds						
Major Roads	0	0	185,500	370,000	370,000	370,000
Fire Grant Fund	0	0	0	34,029	0	0
<b>Total Other Financing Uses</b>	0	0	185,500	404,029	370,000	370,000
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>	1,209,716	2,947,021	9,161,240	3,030,058	10,876,140	10,876,140
Revenues Over/(under) Expenditures	1,476,770	2,730,133	(4,289,412)	2,242,279	(6,205,936)	(6,205,936)
<b>FUND BALANCE AT JUNE 30</b>	5,719,111	8,449,244	3,010,009	10,691,523	4,485,587	4,485,587

## PROJECT DETAIL

### 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 2009/10 drainage expenditures of \$592,500 will be as follows:

	<b>DRAINAGE PROJECTS</b>	<b>09/10 BUDGET</b>	<b>MAINT. COSTS</b>	<b>OTHER OPERATING COSTS</b>
1.	Storm Water Pollution Prevention Initiative	30,000	No Change	No Change
2.	Miscellaneous Drain Construction	100,000	No Change	No Change
3.	Illicit Discharge Elimination Program	100,000	No Change	No Change
4.	GIS Storm Phases I, II & III	25,000	No Change	No Change
5.	Open Channel Maintenance	100,000	No Change	No Change
6.	Storm Model & Master Plan Pilot	37,500	No Change	No Change
7.	Storm Model & Master Plan Update	\$75,000	No Change	No Change
8.	Woodcreek Pond at Danvers	115,000	No Change	No Change
9.	Springbrook Major Drain Plan Improvement	10,000	No Change	No Change

1. 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 control in the open watercourses and siltation basins to remove suspended sediment from storm water.
2. Miscellaneous Drain Construction. The construction of storage facilities, pipe and culvert enclosures and channel improvements throughout most of the drainage districts in the City. Projects from inspection programs are included.
3. Illicit Discharge Elimination Program. This program involves a visual inspection of all major watercourses to determine if there are illegal taps or pollutant discharges into the stream.
4. GIS Storm Phases I, II & III. This year's efforts will complete the GIS project. Additional plans and new as-builts will be digitized and added to the GIS storm sewer layer.
5. Open Channel Maintenance. A continuous program for maintenance of the City's open channel drainage system.
6. Storm Model & Master Plan Pilot. The North Bell Creek drainage district was chosen for a pilot area and will be used as the basis for completion of the Storm Water Master Plan Update for the entire city. This is the second year of a two- year program.

7. Storm Model & Master Plan Update. Update master plan adopted by City in 1986 to a modern approach to storm water management.
8. Woodcreek Pond at Danvers. The project calls for a planted wetland that will be self-sustaining.
9. Springbrook Major Drain Improvement. Replacement of the major drain culverts in conjunction with road improvements in the subdivision.

**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 2009/10 public facilities expenditures of \$6,850,000 will be as follows:

	<b>PUBLIC FACILITIES</b>	<b>09/10 BUDGET</b>	<b>MAINTENANCE COSTS</b>	<b>OTHER OPERATING COSTS</b>
1.	Land Acquisition	200,000	No Change	No Change
2.	City Hall Revitalization Project	6,500,000	No Change	No Change
3.	Costick Center Drive Improvements	50,000	No Change	No Change
4.	Police Building Improvements	100,000	No Change	No Change

1. Land Acquisition. Funds are for the potential purchase of land for municipal use.
2. City Hall Revitalization Project. This is the only significant non-routine capital expenditure in the 09/10 Capital Improvement Fund. (See the financial impact statement below). The current west wing of the main City Hall building was built in the early 1950's as the Township Hall. It houses the Mayor's Office, the Human Resources Office, the City Manager's Offices, and several conference rooms. It suffers from several deficiencies including ADA access to both the ground and second floor levels, heating, cooling and weather tightness, and overall efficiency. Capital repairs have been deferred for several years. The current City Council Chambers was originally built as a courtroom. While operationally adequate, the space could be more audience-friendly, presentation-friendly, and modern.
3. Costick Center Drive Improvements. Both drives will be resurfaced and improvements will be made to accommodate traffic flow. Handicap parking spaces will be added.
4. Police Building Maintenance. The Police Building is in need of maintenance, including replacing the HVAC system and facade improvements.

**Financial Impact:** The City Hall Revitalization project will not be completed in 2009/10 so there will be no impact on the operating budget.

**Non-financial Impact:** The non-financial impact of the City Hall Revitalization project will be improved public access (in accordance with the Americans with Disabilities Act) as well as improved efficiencies at City Hall.

## **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.

	<b>SIDEWALKS AND BIKE PATHS</b>	<b>09/10 BUDGET</b>	<b>MAINTENANCE COSTS</b>	<b>OTHER OPERATING COSTS</b>
1.	Sidewalk Replacement Program	80,000	No Change	No Change
2.	Halsted, eastside, south of Valhalla	19,000	No Change	No Change
3.	12 Mile, south side, west of Inkster to Herndonwood.	55,000	No Change	No Change
4.	Halsted, west side, Windwood to Grand River	60,000	No Change	No Change
5.	13 Mile, Detroit Baptist Manor to Middlebelt (CBDG)	95,000	No Change	No Change
6.	Folsom, south side, Power west to Farmington City limit.	100,000	No Change	No Change
7.	Middlebelt, east side, Chateau Ct. to Spring Road.	100,000	No Change	No Change
8.	Middlebelt, east side, Eldon to San Souci, (CDBG)	66,000	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 2009/10 equipment in the amount of \$ 2,486,390 will be purchased.

#### **Public Facilities 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: phone system upgrades, document imaging equipment that will provide electronic storage capabilities, scheduling software, and equipment upgrades to keep the network fast and reliable as well as technology improvements in the City Hall Revitalization project.

#### **Division of Public Works and Fire Equipment**

Due to the expense of major equipment purchases for the DPW and Fire Department, 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, mechanical condition, and service record.

	<b>EQUIPMENT</b>	<b>09/10 BUDGET</b>	<b>MAINT. COSTS</b>	<b>OTHER OPERATING COSTS</b>
	<b>Public Facilities</b>			
1.	City-Wide Technology	765,000	35,000	No Change
2.	Phone system upgrade	35,000	No Change	No Change
3.	911 Upgrade	125,000	No Change	No Change
	<b>Fire Department</b>			
4.	Engine #3 (replacement)	461,390	No Change	No Change
5.	Medic #5 (replacement)	140,000	No Change	No Change
6.	Rescue #3 (replacement)	275,000	No Change	No Change
7.	Rescue #4 (replacement)	275,000	No Change	No Change
	<b>Division of Public Works</b>			
8.	Hydro seeder (new)	40,000	3,000	1,000
9.	Three Yard Dump Truck (replacement)	40,000	No Change	No Change
10.	Five Yard Dump Truck (replacement)	130,000	No Change	No Change
11.	Ten Yard Dump Truck (replacement)	140,000	No Change	No Change
12.	Jet Truck	60,000	4,000	1,000

1. City-Wide technology includes: software systems, \$50,000; document imaging, \$15,000; Police Scheduling Software, \$50,000 and equipment and technology upgrades, \$650,000.

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.

### **Contribution to Major Road Fund**

In 2008/09 and 2009/10 the Capital Improvement Fund will contribute \$740,000 to the Major Road Fund for the Halsted Bridge over I-696.

	<b>CONTRIBUTION TO MAJOR ROADS</b>	<b>09/10 BUDGET</b>	<b>MAINTENANCE COSTS</b>	<b>OTHER OPERATING COSTS</b>
1.	Halsted Bridge over I-696	370,000	No Change	No Change

Financial Impact: This improvement will save money for the City.

Non-financial Impact: Once the bridge is repaired, the roadway will be resurfaced and safety will be improved.

The following schedules provide an overview of the comprehensive CIP. Capital projects are prioritized for the proposed budget. Items listed have not necessarily been recommended for funding due to the lack of financial resources available for all projects.

**PROJECT DETAIL**

<b><u>DRAINS</u></b>	<b>BUDGETED FY 2008/09</b>	<b>ESTIMATED FY 2008/09</b>	<b>PROPOSED FY 2009/10</b>	<b>ADOPTED FY 2009/10</b>
Storm Water Pollution Prevention Initiative	100,000	10,000	30,000	30,000
Miscellaneous Drainage	100,000	25,000	100,000	100,000
IDEP	50,000	50,000	100,000	100,000
GIS Storm Phases I & II & III	25,000	25,000	25,000	25,000
Open Channel Maintenance	100,000	25,000	100,000	100,000
Storm Model & Master Plan Pilot	75,000	37,500	37,500	37,500
Storm Model & Master Plan Update	0	0	75,000	75,000
Costick Center Biotention	0	1,000	0	0
Woodcreek Pond at Danvers	65,000	62,916	115,000	115,000
Springbrook Major Drain Plan Improvement	150,000	120,000	10,000	10,000
<b>TOTAL DRAINAGE</b>	<b>665,000</b>	<b>356,416</b>	<b>592,500</b>	<b>592,500</b>
 <b><u>PUBLIC FACILITIES</u></b>				
Land Acquisition	300,000	102,000	200,000	200,000
City Hall Revitalization project	5,500,000	500,000	6,500,000	6,500,000
Joint Sealing Public Facilities	0	0	0	0
Costick Center Drive Improvements	320,000	0	50,000	50,000
Police Bldg.-HVAC, Façade, 911,etc.	100,000	0	100,000	100,000
<b>TOTAL PUBLIC FACILITIES</b>	<b>6,220,000</b>	<b>602,000</b>	<b>6,850,000</b>	<b>6,850,000</b>
 <b><u>SIDEWALK PROGRAM</u></b>				
Sidewalk Replacement Program along Major Roads	80,000	80,000	80,000	80,000
Halsted, East side, South of Valhalla	19,000	0	19,000	19,000
12 Mile, Southside, West of Inkster to Herndonwood	0	0	55,000	55,000
Halsted, West Side, Windwood to Grand River	0	0	60,000	60,000
Folsom, Southside, Power West to Farmington City Limit	0	0	100,000	100,000
Middlebelt, East Side, Chateau Ct. to Spring	0	0	100,000	100,000
10 Mile North side, Power to Orchard Lake Road	120,000	80,087	0	0
Drake West Side, Valley Creek to Lytle	11,000	5,195	0	0
13 Mile DB Manor to Middlebelt (CDBG)	0	95,000	95,000	95,000
Drake, East Side, Thirteen Mile to Muer Cove	50,000	27,850	0	0
Shiawassee, South Side, Whittington to Rockwell	20,000	17,115	0	0
Middlebelt San Souci Sidewalk (CDBG)	68,000	100	66,000	66,000
<b>TOTAL SIDEWALK PROGRAM</b>	<b>368,000</b>	<b>305,347</b>	<b>575,000</b>	<b>575,000</b>



	<b>BUDGETED</b>	<b>ESTIMATED</b>	<b>PROPOSED</b>	<b>ADOPTED</b>
<b><u>EQUIPMENT</u></b>	<b><u>FY 2008/09</u></b>	<b><u>FY 2008/09</u></b>	<b><u>FY 2009/10</u></b>	<b><u>FY 2009/10</u></b>
<b>Data Processing &amp; Office Equipment</b>	455,000	382,000	765,000	765,000
Phone System Upgrade	75,000	0	35,000	35,000
911 Upgrade	125,000	0	125,000	125,000
<b>Fire Apparatus:</b>				
Replacement for medic #5	0	0	140,000	140,000
Replacement for Rescue #3	0	0	275,000	275,000
Replacement for Rescue #4	0	0	275,000	275,000
Driver Simulator	0	140,000	0	0
Replacement for Engine #3	385,000	0	461,390	461,390
Replace Mobile Laptops for Fire	110,000	93,208	0	0
Thermal Imaging Cameras	70,000	57,400	0	0
	565,000	290,608	1,151,390	1,151,390
<b>D.P.W. Equipment:</b>				
Hydro seeder	0	0	40,000	40,000
Jet Truck	0	0	60,000	60,000
Forestry Truck-Replacement - Carryover	0	119,177	0	0
Loader-Replacement - Carryover	0	166,450	0	0
Conveyor System for Salt Dome Carryover	0	163,365	0	0
Stake Truck - Carryover	0	53,466	0	0
Three Yard Dump Replacement	40,000	40,000	40,000	40,000
Five Yard Dump Replacement	0	0	130,000	130,000
Ten Yard Dump	139,000	145,000	140,000	140,000
Large Backhoe	260,000	110,000	0	0
Chipper - New	35,000	35,000	0	0
Scissor Platform - New	27,000	24,195	0	0
	501,000	687,458	410,000	410,000
<b>TOTAL EQUIPMENT</b>	<b>1,596,000</b>	<b>1,360,066</b>	<b>2,486,390</b>	<b>2,486,390</b>

## DATA PROCESSING & OFFICE EQUIPMENT

	2008/09	2009/10	2009/10
	Estimated	Proposed	Adopted
City-Wide Network:			
Fiber Optic	207,500	0	0
Software Systems	35,000	50,000	50,000
RecTrac Software	5,000	0	0
Document Imaging	4,500	15,000	15,000
Police Scheduling Software	0	50,000	50,000
Equipment Upgrade	130,000	150,000	150,000
City Hall Revitalization Technology	0	500,000	500,000
Total City-Wide Network	382,000	765,000	765,000
<b>Total Data Processing &amp; Office Equipment</b>	<b>382,000</b>	<b>765,000</b>	<b>765,000</b>

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PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	SIX-YEAR GENERAL PRIORITY SCHEDULE*							
					09/10	10/11	11/12	12/13	13/14	14/15	FUTURE	
Minnow Pond at Halsted	\$3,500,000	\$3,500,000	10,000 AC	100% City		-	-	-				3,500 CF
Storm Water GIS	150,000	150,000	NC	100% City	25 CF	25 CF	25 CF	25 CF	25 CF	25 CF		
Rollcrest/North Ravines	325,000	325,000	1,500 AC	100% City		-	325 CF					
Staman Acres Storm Water Relief	1,700,000	1,700,000	5,000 AC	100% City	-	800 CF	900 CF					
IDEP Elimination Program	180,000	180,000	NC	100% City	30 CF	30 CF	30 CF	30 CF	30 CF	30 CF		
Storm Water Pollution Prevention Initiative (SWPPI)	600,000	600,000	NC	100% City	100 CF	100 CF	100 CF	100 CF	100 CF	100 CF		
Brookhill Subdivision Drainage	910,000	182,000	NC	20% City 80% SAD								182 CF
North Bell, Ruth to Farmington	1,000,000	1,000,000	3,500 AC	100% City	-	-	-	-	500 CF	500 CF		
Miscellaneous Drain Construction	600,000	600,000	NC	100% City	100 CF	100 CF	100 CF	100 CF	100 CF	100 CF		
Open Channel Maintenance Program	600,000	600,000	NC	100% City	100 CF	100 CF	100 CF	100 CF	100 CF	100 CF		
Fendt Channel Improvement	100,000	100,000	NC	100% City	-		-		100 CF			
14 Mile Culvert Replacement	200,000	200,000	NC	100% City					200 CF			
Storm Modeling and Master Plan Update	1,700,000	1,700,000	NC	100% City	800 CF	900 CF						
North Bell, Eight Mile to Randall	800,000	800,000	3,000 AC	100% City	-	-		800 CF				
North Bell, Randall to Ruth	450,000	450,000	1,500 AC	100% City	-	-	450 CF					
Woodcreek Pond @ Danvers Construction	500,000	115,000	NC	23% City 77% O	115 CF							
Biddestone Culvert Replacement	700,000	700,000	3,000 AC	100% City	-			700 CF				
La Muera Culvert Replacement	350,000	350,000	1,500 AC	100% City	350 CF							
<b>TOTAL</b>	<b>\$14,365,000</b>	<b>\$13,252,000</b>	<b>\$29,000</b>		<b>1,620</b>	<b>2,055</b>	<b>2,030</b>	<b>1,855</b>	<b>1,155</b>	<b>855</b>		<b>3,682</b>

CF: Capital Fund

AC: Annual Cost

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SANITARY SEWER PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	SIX-YEAR GENERAL PRIORITY SCHEDULE*						
					09/10	10/11	11/12	12/13	013/14	14/15	FUTURE
Evergreen /Farmington Upgrade	\$17,400,000	\$1,740,000	NC	10% City 90% O	500 SS	500 SS	740 SS				
Oakland County Drain Commission earmark for leads and footing drain separation	2,000,000	1,100,000	NC	55% City 45% FG	500 SS	600 SS					
Town Outlet Capacity Adjustment	30,000,000	30,000,000	NC	100% City				30,000 SS			
<b>TOTAL</b>	<b>\$49,400,000</b>	<b>\$32,840,000</b>			<b>1,000</b>	<b>1,100</b>	<b>740</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

SS: Sewerage System Fund  
O: Other  
FG: Federal Grant  
NC: No Change

WATERMAIN PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	SIX-YEAR GENERAL PRIORITY SCHEDULE*						
					09/10	10/11	11/12	12/13	013/14	14/15	FUTURE
Grand River Homes	\$2,680,000	\$2,680,000	NC	100% City							2,680 WS
Community Well Conversion	2,400,000	0	NC	100% SAD							As requested
Replace existing 12" on Middlebelt under Northwestern	200,000	200,000	NC	100% City		200 WS					
New WM under M-5	650,000	650,000	NC	100% City					650 WS		
Replace existing 8" with 12", Grand River, Independence to Botsford Entrance	1,900,000	1,900,000	NC	100% City	1,900 WS						
Replace existing 6" with 8", Grayling, Rockwell to Waldron	285,000	285,000	NC	100% City	-		285 WS				
Replace existing 6" with 8", East of Lorikay	280,000	280,000	NC	100% City	280 WS						
Replace existing 6" with 8", 13 Mile & Aranel, Lorikay to Wayburn	370,000	370,000	NC	100% City	370 WS						

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WATERMAIN PROJECT Con't	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	SIX-YEAR GENERAL PRIORITY SCHEDULE*							
					09/10	10/11	11/12	12/13	013/14	14/15	FUTURE	
Replace existing 6" with 8", Coronet, Lorikay to Aranel	390,000	390,000	NC	100% City		390 WS						
Replace existing 8", Waldron, Shiawassee to Grand River	600,000	600,000	NC	100% City		600 WS						
Kendallwood No. 1, Replace existing 6" & 8" with 8", Entire Subdivision	5,100,000	5,100,000	NC	100% City	-	1,700 WS	1,700 WS	1,700 WS				
Replace existing 8", Collingham, Independence to Grand River	690,000	690,000	NC	100% City		-	690 WS					
Replace existing 8" & 12", Kendallwood, Twelve Mile to Tulipwood	615,000	615,000	NC	100% City			-		-	615 WS		
Replace existing 6" with 8", Twelve Mile, New Market to Kendallwood	345,000	345,000	NC	100% City				-	345 WS			
<b>TOTAL</b>	<b>\$16,505,000</b>	<b>\$14,105,000</b>			<b>2,550</b>	<b>2,890</b>	<b>2,675</b>	<b>1,700</b>	<b>995</b>	<b>615</b>		<b>2,680</b>

SAD: Special Assessment District  
 WS: Water System Fund  
 NC: No Change

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PUBLIC FACILITIES PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	SIX-YEAR GENERAL PRIORITY SCHEDULE*						
					09/10	10/11	11/12	12/13	13/14	14/15	FUTURE
City-Wide Technology	\$1,600,000	\$1,600,000	35,000 AC	100% City	250 CF	250 CF	300 CF	250 CF	250 CF	300 CF	On Going
Improved Phone System	110,000	110,000	NC	100% City	35 CF	75 CF		-			On Going
Fire & Police Department Training Facility	4,500,000	4,500,000	5,000 AC	100% City				4,500 BA			
Renovation of Fire Station # 1	250,000	250,000	NC	100% City		250 CF					
911 Next Generation Equipment	50,000	50,000	NC	100% City	50 CF						
Police Building Expansion	7,500,000	7,500,000	NC				7,500 BA				
<b>TOTAL:</b>	<b>\$14,010,000</b>	<b>\$14,010,000</b>	<b>\$40,000</b>		<b>335</b>	<b>575</b>	<b>7,800</b>	<b>4,750</b>	<b>250</b>	<b>300</b>	<b>0</b>

BA: Building Authority                      AC: Annual Cost  
CF: Capital                                      NC: No Change

PARKS & REC.	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	SIX-YEAR GENERAL PRIORITY SCHEDULE*						
					09/10	10/11	11/12	12/13	13/14	14/15	FUTURE
Founders Park Turn-Lane Improvements	\$100,000	\$100,000	NC	100% City							100 O
Maintenance Equipment and Operations	395,000	395,000	NC	100% City	50 PM	35 PM	35 PM	35 PM	50 PM	35 PM	155 PM
Acquisition of Park Land	1,500,000	1,500,000	NC	100% City							1,500 PM
Founders Sports Park Parking Lot Improvements	400,000	400,000	NC	100% PM	400 PM						
Costick Center Improvements Pool and Performing Arts Space	6,000,000	6,000,000	155,000 AC	100% PM							6,000 PM
Costick Center Parking Lot Improvements	250,000	250,000	NC	100% PM			250 PM				
Heritage Park Historic Buildings Upkeep and Improvements	350,000	350,000	NC	100% PM	40 PM	40 PM	50 PM	30 PM	35 PM	30 PM	125 PM
<b>TOTAL</b>	<b>\$8,995,000</b>	<b>\$8,995,000</b>	<b>\$155,000</b>		<b>490</b>	<b>75</b>	<b>335</b>	<b>65</b>	<b>85</b>	<b>65</b>	<b>7,880</b>

O: Other                                      PM: Parks Millage  
AC: Annual Costs                      NC: No Change

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DPW EQUIPMENT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	SIX-YEAR GENERAL PRIORITY SCHEDULE*							
					09/10	10/11	11/12	12/13	13/14	14/15	FUTURE	
DPW Equipment	\$280,000	\$280,000	NC	100% City	280 CF							
DPW Equipment	390,000	390,000	NC	100% City		390 CF						
DPW Equipment	290,000	290,000	NC	100% City			290 CF					
DPW Equipment	435,000	435,000	NC	100% City				435 CF				
DPW Equipment	410,000	410,000	NC	100% City					410 CF			
DPW Equipment	310,000	310,000	NC	100% City						310 CF		
<b>TOTAL</b>	<b>\$2,115,000</b>	<b>\$2,115,000</b>	<b>\$0</b>		<b>280</b>	<b>390</b>	<b>290</b>	<b>435</b>	<b>410</b>	<b>310</b>	<b>0</b>	

CF: Capital Fund                                      NC: No Change

FIRE EQUIP.	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	SIX-YEAR GENERAL PRIORITY SCHEDULE*							
					09/10	10/11	11/12	12/13	13/14	14/15	FUTURE	
Fire Equipment and Apparatus	\$748,000	\$748,000	10,000 AC	100% City	748 CF							
Fire Equipment and Apparatus	800,000	800,000	12,000 AC	100% City		800 CF						
Fire Equipment and Apparatus	588,000	588,000	7,000 AC	100% City			588 CF					
Fire Equipment and Apparatus	575,000	575,000	7,000 AC	100% City				575 CF				
Fire Equipment and Apparatus	997,000	997,000	5,000 AC	100% City					997 CF			
Fire Equipment and Apparatus	650,000	650,000	7,000 AC	100% City						650 CF		
<b>TOTAL:</b>	<b>\$4,358,000</b>	<b>\$4,358,000</b>	<b>\$48,000</b>		<b>748</b>	<b>800</b>	<b>588</b>	<b>575</b>	<b>997</b>	<b>650</b>	<b>0</b>	

CF: Capital Fund                                      AC: Annual Cost

This chart shows the identified public structures and improvements in the general order of their priority. Figures shown are in thousands of dollars.

**PLANNING COMMISSION'S  
CAPITAL IMPROVEMENTS PLAN  
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SIDEWALK PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	SIX-YEAR GENERAL PRIORITY SCHEDULE*						
					09/10	10/11	11/12	12/13	13/14	14/15	FUTURE
Non-Motorized Pathway Extensions	\$600,000	\$600,000	NC	100% City	100 WG	100 WG	100 WG	100 WG	100 WG	100 WG	
Haggerty, pedestrian closures at 10 Mile	8,000	8,000	NC	100% City	8 WG						
Inkster, west side, Thirteen Mile to Northwestern	115,000	115,000	NC	100% City			115 CF				
Halsted, east side, Brookwood to Fourteen Mile	330,000	330,000	NC	100% City							330 CF
12 Mile, south side, west of Inkster to Herndonwood	55,000	55,000	NC	100% City	55 CF						
Power, east side, Ten Mile to Eleven Mile	695,000	695,000	NC	100% City					-	695 CF	
Fourteen Mile, south side, Orchard Lake to Farmington	115,000	115,000	NC	100% City	-	115 CF					
Halsted, west side, Windwood to Grand River	60,000	60,000	NC	100% City	60 CF		-				
Ten Mile, north side, Power to Farmington	80,000	80,000	NC	100% City				80 CF			
Tuck/Folsom/Orchard Lake, Community Living Center to Orchard Lake	250,000	250,000	NC	100% City			250 CF				
Sidewalk replacement along major roads	480,000	480,000	80,000 AC	100% City	80 CF	80 CF	80 CF	80 CF	80 CF	80 CF	
Eight Mile, Halsted to I-275	125,000	125,000	NC	100% City					125 CF		
<b>SUB-TOTAL:</b>	<b>\$2,913,000</b>	<b>\$2,913,000</b>	<b>\$80,000</b>		<b>303</b>	<b>295</b>	<b>545</b>	<b>260</b>	<b>305</b>	<b>875</b>	<b>330</b>

CF: Capital Fund                      AC: Annual Costs  
WG: Weight & Gas Revenue        NC: No Change

\* This chart shows the identified public structures and improvements in the general order of their priority. Figures shown are in thousands of dollars.

**PLANNING COMMISSION'S  
CAPITAL IMPROVEMENTS PLAN  
2009/2010 – 2014/2015**

SIDEWALK PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	SIX-YEAR GENERAL PRIORITY SCHEDULE*						
					09/10	10/11	11/12	12/13	13/14	14/15	FUTURE
Gill, west side, Colfax to Nine Mile	\$280,000	\$280,000	NC	100% City							280 CF
Eleven Mile, north side, Old Homestead to Farmington Hills Golf Club	85,000	85,000	NC	100% City							85 CF
Folsom, south side, Power west to Farmington city limits	100,000	100,000	NC	100% City	100 CF						
Farmington, east side, between Thirteen and Fourteen Mile	90,000	90,000	NC	100% City				90 CF			
Thirteen Mile, south side, Drake to Valley Bend	85,000	85,000	NC	100% City	-					85 CF	
Inkster, west side, Twelve Mile to I-696	120,000	120,000	NC	100% City				120 CF			
Fourteen Mile, south side, Farmington to Drake	190,000	190,000	NC	100% City		190 CF					
Folsom, south side, Orchard Lake to Power	250,000	250,000	NC	100% City			250 CF				
Independence, south side, Wheeler to Waldron	210,000	210,000	NC	100% City		210 CF					
10 Mile, south side, Stoney Creek to Inkster	245,000	245,000	NC	100% City				245 CF			
Middlebelt, east side, Chateau Ct. to Spring	100,000	100,000	NC	100% City	100 CF						
Halsted, east side, I-696 to Valhalla	115,000	115,000	NC	100% City	115 CF						
<b>SUB-TOTAL:</b>	<b>1,870,000</b>	<b>1,870,000</b>	<b>0</b>		<b>315</b>	<b>400</b>	<b>250</b>	<b>210</b>	<b>245</b>	<b>85</b>	<b>365</b>
<b>PAGE 1 SUBTOTAL:</b>	<b>2,913,000</b>	<b>2,913,000</b>	<b>80,000</b>		<b>303</b>	<b>295</b>	<b>545</b>	<b>260</b>	<b>305</b>	<b>875</b>	<b>330</b>
<b>TOTAL:</b>	<b>\$4,783,000</b>	<b>\$4,783,000</b>	<b>\$80,000</b>		<b>618</b>	<b>695</b>	<b>795</b>	<b>470</b>	<b>550</b>	<b>960</b>	<b>695</b>

CF: Capital Fund  
AC: Annual Costs  
NC: No Change

\* This chart shows the identified public structures and improvements in the general order of their priority. Figures shown are in thousands of dollars.



**PLANNING COMMISSION'S  
CAPITAL IMPROVEMENTS PLAN  
2009/2010 – 2014/2015**

TRANSPORTATION PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	PROJECTED FUNDING & SOURCE	SIX-YEAR GENERAL PRIORITY SCHEDULE*						
					09/10	10/11	11/12	12/13	13/14	14/15	FUTURE
Thirteen Mile/Haggerty Intersection Improvements	\$500,000	\$100,000	NC	80% FG 20% City	-		-	-	-	100 WG	
Nine Mile/Halsted Intersection Improvements	920,000	184,000	NC	80% FG 20% City	-						184 WG
I-696 Bridges at Drake and Inkster	1,200,000	24,000	NC	98% FG 2% City	24 WG						
Twelve Mile Widening, Inkster to Middlebelt	2,100,000	210,000	10,000 AC	80% FG 10% RCOC 10% City			210 WG				
Halsted Widening, Grand River to Twelve Mile	19,000,000	3,800,000	20,000 AC	80% FG 20% City				-	1,900 WG	1,900 WG	
Tri-Party	2,340,000	780,000	NC	33% City 33% OC 33% RCOC	130 WG	130 WG	130 WG	130 WG	130 WG	130 WG	
Business Park Pavement Replacement	4,800,000	2,400,000	NC	50% City 50% SAD	-	800 WG	800 WG	800 WG			
Twelve Mile/Farmington Intersection Improvements	920,000	182,000	NC	80% FG 20% City	-						182 WG
Ten Mile/Grand River/M-5 Phase Two	16,500,000	206,000	NC	1.25% City 98.75% SG		-	-	-	206 WG		
Thirteen Mile Widening, Middlebelt to Orchard Lake	7,500,000	1,500,000	10,000 AC	80% FG 20% City	-						1,500 WG
Northwestern Connector Phase 1 REMAINDER	36,000,000	1,200,000	NC	0.3% City 19.7% O 80% FG	600 WG	600 WG					
Northwestern Connector Phase 2	\$120,000,000	\$1,800,000	NC	1.5% City 18.5% O 80% FG							1,800 WG
Local Road Paving SADs	6,000,000	1,200,000	NC	20% City 80% SAD	200 WG	200 WG	200 WG	200 WG	200 WG	200 WG	
<b>SUB-TOTAL:</b>	<b>\$217,780,000</b>	<b>\$13,586,000</b>	<b>\$40,000</b>		<b>954</b>	<b>1,730</b>	<b>1,340</b>	<b>1,130</b>	<b>2,436</b>	<b>2,330</b>	<b>3,666</b>

FG: Federal Grant                      RCOC: Road Commission for Oakland County  
O: Other                                      WG: Weight & Gas Revenue  
OC: Oakland County                      AC: Annual Costs  
SG: State Grant                              SAD: Special Assessment District  
NC: No change

\* This chart shows the identified public structures and improvements in the general order of their priority. Figures shown are in thousands of dollars.

**PLANNING COMMISSION'S  
CAPITAL IMPROVEMENTS PLAN  
2009/2010 – 2014/2015**

TRANSPOR- TATION PROJECT	TOTAL COST	CITY COST	MAINT. COSTS	PROJECTED FUNDING & SOURCE	SIX-YEAR GENERAL PRIORITY SCHEDULE*						
					09/10	10/11	11/12	12/13	13/14	14/15	FUTURE
Local Road Rehabilitation SADs	\$4,800,000	\$1,200,000	NC	80% SAD 20% City	200 WG	200 WG	200 WG	200 WG	200 WG	200 WG	
Major Road Resurfacing	12,073,000	12,073,000	NC	100% City	1,650 WG	1,823 WG	2,150 WG	2,150 WG	2,150 WG	2,150 WG	
Orchard Lake Boulevard, Twelve to Thirteen Mile	17,000,000	4,250,000	10,000 AC	50% FG 25% RCOC 25% City				2,125 WG	2,125 WG		
Orchard Lake Boulevard, Thirteen to Fourteen Mile	20,000,000	1,500,000	10,000 AC	70% FG 5% RCOC 17.5% O 7.5% City			750 WG	750 WG			
Halsted Road Resurfacing, Eleven Mile to I-696	500,000	500,000	NC	100% City	500 WG						
Noise abatement on I-275	5,314,000	4,995,000	NC	94% City 6% O	350 WG	4,645 WG					
Farmington, Biddestone to Eleven Mile	610,000	183,000	NC	70% FG 30% City							183 WG
Weigh master Eyebrow	250,000	250,000	NC	100% City			250 O				
Fourteen Mile, Northwestern to Middlebelt	1,092,500	327,000	10,000 AC	70% FG 30% City		327 WG					
Halsted, Nine Mile to M-5	600,000	600,000	10,000 AC	100% City			600 WG				
<b>PAGE 2 SUB-TOTAL:</b>	<b>\$62,239,500</b>	<b>\$25,878,000</b>	<b>\$40,000</b>		<b>2,700</b>	<b>6,995</b>	<b>3,950</b>	<b>5,225</b>	<b>4,475</b>	<b>2,350</b>	<b>183</b>
<b>PAGE 1 SUB-TOTAL:</b>	<b>217,780,000</b>	<b>13,586,000</b>	<b>40,000</b>		<b>954</b>	<b>1,730</b>	<b>1,340</b>	<b>1,130</b>	<b>2,436</b>	<b>2,330</b>	<b>3,666</b>
<b>TOTAL:</b>	<b>\$280,019,500</b>	<b>\$39,464,000</b>	<b>\$80,000</b>		<b>3,654</b>	<b>8,725</b>	<b>5,290</b>	<b>6,355</b>	<b>6,911</b>	<b>4,680</b>	<b>3,849</b>

FG: Federal Grant  
O: Other  
SAD: Special Assessment District  
RCOC: Road Commission for Oakland County  
NC: No Change  
WG: Weight & Gas Revenue  
AC: Annual Costs

\* This chart shows the identified public structures and improvements in the general order of their priority. Figures shown are in thousands of dollars.

**CIP SUMMARY TABLE**

DEPARTMENT	TOTAL COST	CITY COST	MAINTENANCE COSTS	SIX-YEAR GENERAL PRIORITY SCHEDULE*						
				09/10	10/11	11/12	12/13	13/14	14/15	FUTURE
<b>Drainage</b>	\$14,365,000	\$13,252,000	29,000	1,620	2,055	2,030	1,855	1,155	855	3,682
<b>Sanitary</b>	49,400,000	32,840,000	0	1,000	1,100	740	30,000	0	0	0
<b>Watermains</b>	16,505,000	14,105,000	0	2,550	2,890	2,675	1,700	995	615	2,680
<b>Public Facilities</b>	14,010,000	14,010,000	40,000	335	575	7,800	4,750	250	300	0
<b>Sidewalks</b>	4,783,000	4,783,000	80,000	618	695	795	470	550	960	695
<b>Transportation</b>	280,019,500	39,464,000	80,000	3,654	8,725	5,290	6,355	6,911	4,680	3,849
<b>DPW Equipment</b>	2,115,000	2,115,000	0	280	390	290	435	410	310	0
<b>Fire Equipment</b>	4,358,000	4,358,000	48,000	748	800	588	575	997	650	0
<b>Parks &amp; Recreation</b>	8,995,000	8,995,000	155,000	490	75	335	65	85	65	7,880
<b>TOTALS:</b>	<b>\$394,550,500</b>	<b>\$133,922,000</b>	<b>\$432,000</b>	<b>\$11,295</b>	<b>\$17,305</b>	<b>\$20,543</b>	<b>\$46,205</b>	<b>\$11,353</b>	<b>\$8,435</b>	<b>\$18,786</b>

\* This chart shows the identified public structures and improvements in the general order of their priority. Figures shown are in thousands of dollars.

## ENTERPRISE FUND

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises--where the intent is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where periodic determination of net income is appropriate for accountability purposes. The City has two enterprise funds, the Water & Sewer Fund which is not included in this document and the Ice Arena Fund.

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 Ice Arena revenues from ice rental fees and related arena income are intended to independently support the Ice Arena operating costs including annual Debt Service without any tax subsidy.



# ICE ARENA

## **MISSION STATEMENT:**

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

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 new Club 2<sup>nd</sup> 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. For financial reporting purposes, the Ice Arena is operated as an “Enterprise Fund”, which means it is financially self-supporting.

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

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

## **GOALS**

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

- Utilize available means to promote and increase awareness of Arena programs and activities. (6,11)
- Explore opportunities presented by the addition of the Riley Skate Park near the Ice Arena. (1,2,6)
- Implement and promote web-based registration for Arena programs. (2)
- Utilize the use of e-mail for registration receipts and confirmations, communications and promoting of programs and activities. (2)
- Identify and implement new revenue producing programs and activities. (2)
- Work cooperatively with Recreation and Youth & Family Services to promote the Club 2<sup>nd</sup> Floor. (2,6)
- Continue collaboration and develop enhanced partnerships with user associations. Current associations have a membership of over 1,500 members and 90+ teams. (2,6)
- Continue to provide the community with a first class facility offering the best in programming and services at an affordable price. (1,2,6)
- Research and analyze current data from ice arenas around the country for benchmarks and best practices. (2,6)
- Increase program enrollment by proactively promoting and marketing through specialized flyers, emails, mailing and other various media forms. (2, 11)
- Research and implement energy cost-savings plan. (2, 10)

**STAFFING LEVELS**

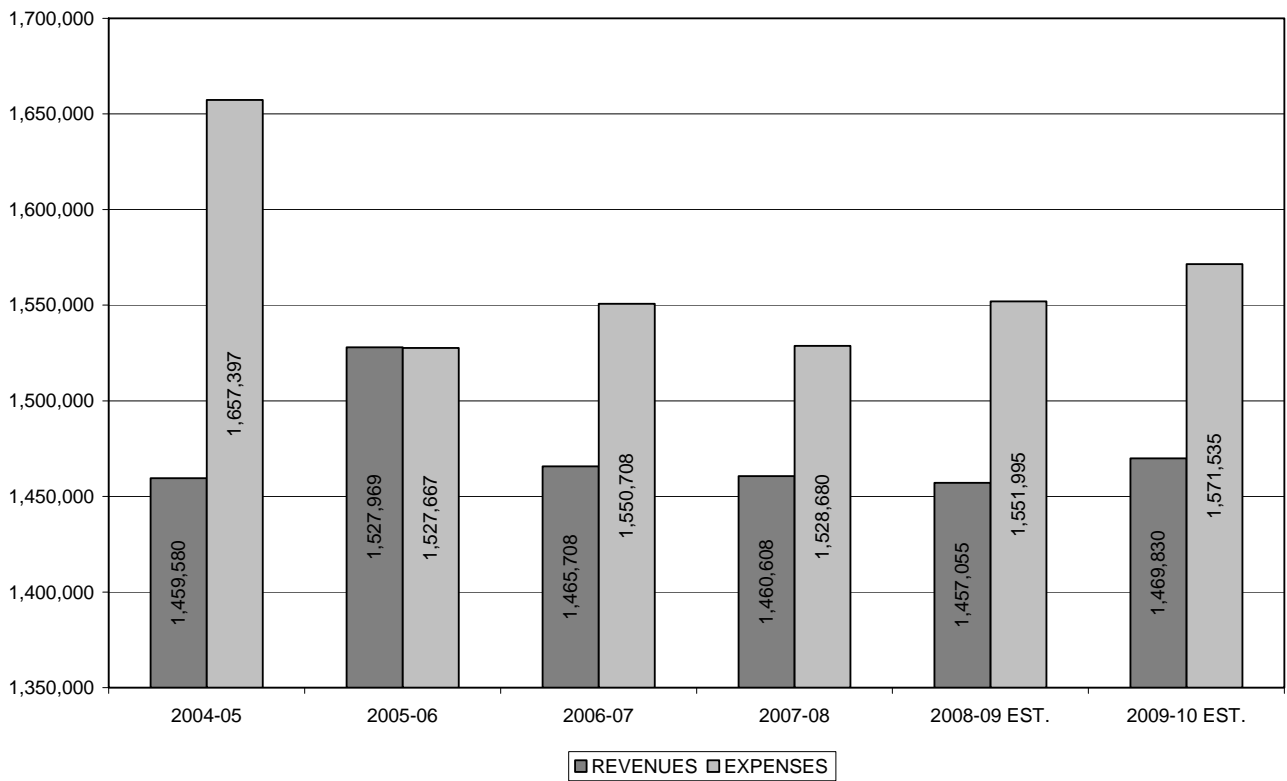
Title or Position	Authorized		Requested	Authorized
	Positions		Positions	Positions
	07/08	08/09	09/10	09/10
	Budget	Budget	Budget	Budget
<b>(720) ICE ARENA ADMINISTRATION</b>				
<b>(702) Salaries &amp; Wages</b>				
Ice Arena Manager	1	1	1	1
Arena Maintenance Supervisor	1	1	1	1
Operations Supervisor	1	1	1	1
Secretary	1	1	1	1
Total	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>
(038) Part Time (FTE)	<u>10.36</u>	<u>10.17</u>	<u>10.17</u>	<u>10.17</u>
<b>ADMINISTRATION TOTAL</b>	<b><u>14.36</u></b>	<b><u>14.17</u></b>	<b><u>14.17</u></b>	<b><u>14.17</u></b>
<b>(730) ICE ARENA CONCESSION STAND</b>				
<b>(702) Salaries &amp; Wages</b>				
(038) Part Time (FTE)	<u>3.37</u>	<u>2.76</u>	<u>3.17</u>	<u>3.17</u>
<b>CONCESSION STAND TOTAL</b>	<b><u>3.37</u></b>	<b><u>2.76</u></b>	<b><u>3.17</u></b>	<b><u>3.17</u></b>
<b>ICE ARENA TOTAL</b>	<b><u>17.73</u></b>	<b><u>16.93</u></b>	<b><u>17.34</u></b>	<b><u>17.34</u></b>

**PERFORMANCE OBJECTIVES**

- Increase new skater registration in Arena programs and activities.
- Promote efficient and effective operation to provide the most affordable skating activities and programs.
- Provide the Youth Hockey Association activities and programs that meet the needs of both house and travel players to increase membership and participation.
- Aggressively market the use of ice rentals during the months of April through August to increase Arena revenue during the off-season.

Service Level	Performance Indicators	FY 2007/08 Actual	FY 2008/09 Projected	FY 2009/10 Estimated
	Number of participants at open skate	21,127	21,000	22,500
Learn to Skate Class Participation	1,751	1,384	1,375	
Efficiency	Party package revenue	4,179	3,300	4,000
	Outside concession revenue	60,957	56,900	58,000

**ICE ARENA REVENUES AND EXPENSES**



## Ice Arena

DEPARTMENT NUMBER: 590

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>RETAINED EARNINGS AT JULY 1</b>		<b>186,630</b>	<b>271,611</b>	<b>326,967</b>	<b>328,539</b>	<b>458,599</b>	<b>458,599</b>
<b>REVENUES</b>							
<b>(610) SPRING/SUMMER SESSIONS</b>							
805	Youth Hockey Contract	615,615	656,975	676,855	681,065	681,630	681,630
807	Figure Skating Contract	17,922	15,383	19,650	19,572	19,650	19,650
809	Other Contract Ice	180,452	182,049	164,250	179,273	181,125	181,125
812	Misc. Hourly - Figure Skating	112,627	105,066	116,000	115,244	115,000	115,000
814	Misc. Hourly - Tournament	0	4,490	0	0	0	0
822	Single Usage - Shift Hockey	35,791	37,741	35,000	35,188	35,000	35,000
824	Single Usage - Open Skate	46,583	42,542	50,000	42,000	45,000	45,000
826	Adult Hockey	56,280	44,108	50,000	44,325	44,325	44,325
830	Learn to Skate	82,966	70,043	85,000	55,388	55,000	55,000
831	Non-Ice Activities	35,683	39,000	40,000	37,900	38,000	38,000
840	Special Events - Ice Show	7,483	6,396	8,000	6,000	6,000	6,000
	Category Total	1,191,402	1,203,793	1,244,755	1,215,955	1,220,730	1,220,730
<b>(644) PRO SHOP REVENUES</b>							
001	Retail Sales	9,326	4,595	3,000	3,000	3,000	3,000
002	Skate Sharpening	3,188	2,197	3,000	2,000	2,000	2,000
004	Tax Exempt	46	87	0	0	0	0
	Category Total	12,560	6,879	6,000	5,000	5,000	5,000
<b>(646) CONCESSION STAND REVENUES</b>							
001	Food Sales	108,131	112,214	115,000	108,800	112,000	112,000
002	Vending Machine Revenue	16,944	13,326	15,000	9,000	10,000	10,000
003	Coin Locker Revenue	515	434	700	400	400	400
004	Video Game Revenue	8,106	4,667	8,000	3,300	3,500	3,500
005	Outside Concession	54,545	60,957	60,000	56,900	58,000	58,000
	Category Total	188,241	191,598	198,700	178,400	183,900	183,900
<b>(648) MISCELLANEOUS REVENUES</b>							
001	Room Rentals	6,174	4,179	7,000	3,300	4,000	4,000
002	Advertising	10,357	0	5,000	4,400	5,000	5,000
003	Youth & Families Services	30,000	30,000	30,000	30,000	30,000	30,000
004	Pro-shop Lease	-1,000	0	2,100	0	1,200	1,200
005	Skate Rental	22,526	19,728	20,000	18,000	19,000	19,000
006	Contrib from Farmington	0	0	16,326	0	0	0
015	Misc Contributions	0	0	0	0	0	0
	Category Total	68,057	53,907	80,426	55,700	59,200	59,200

## Ice Arena

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(664)</b>	<b>INTEREST INCOME</b>						
005	Interest Income	5,429	4,431	5,500	2,000	1,000	1,000
<b>(676)</b>							
101	Contribution from General Fund	170,000	125,000	150,000	225,000	170,000	170,000
410	Contribution from Parks Millage	0	0	0	0	150,000	150,000
	Category Total	170,000	125,000	150,000	225,000	320,000	320,000
	<b>TOTAL ICE ARENA REVENUES</b>	<b>1,635,689</b>	<b>1,585,608</b>	<b>1,685,381</b>	<b>1,682,055</b>	<b>1,789,830</b>	<b>1,789,830</b>
	<b>EXPENSES</b>						
<b>(720)</b>	<b>ICE ARENA ADMINISTRATION</b>						
<b>(702)</b>	<b>Salaries &amp; Wages</b>						
010	Salaries & Wages	189,028	185,505	196,352	196,200	203,578	203,578
038	Part-time	203,716	215,593	209,446	209,446	209,446	209,446
106	Sick & Vacation	25,984	(2,543)	2,000	1,590	0	0
112	Overtime	1,090	1,105	1,000	1,000	1,000	1,000
200	Social Security	30,480	30,787	31,725	31,680	32,211	32,211
250	Blue Cross/Optical/Dental	39,871	43,256	62,278	58,000	62,468	62,468
275	Life Insurance	732	736	883	883	897	897
300	Pension	44,304	46,633	41,545	41,545	44,005	44,005
325	Longevity	5,458	5,417	5,915	5,869	6,574	6,574
350	Worker's Compensation	2,906	2,738	3,172	2,390	2,398	2,398
	Category Total	543,569	529,227	554,316	548,603	562,577	562,577
<b>(740)</b>	<b>Operating Supplies</b>						
001	Gas & Oil	613	2,016	1,200	1,800	1,600	1,600
002	Books & Subscriptions	0	0	150	150	150	150
008	Supplies	21,683	20,346	22,300	22,300	22,300	22,300
010	Chemical Supplies	43	0	500	300	500	500
019	Uniforms & Cleaning	1,227	1,224	750	750	750	750
021	Audit Fees	1,250	1,280	1,350	1,500	1,350	1,350
030	Miscellaneous Tools	79	0	200	300	200	200
035	Bank Credit Card Charges	3,984	3,362	4,000	3,800	3,800	3,800
041	Over/Short	99	(77)	0	0	0	0
	Category Total	28,978	28,151	30,450	30,900	30,650	30,650



## Ice Arena

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(801)</b>	<b>Professional &amp; Contractual</b>						
001	Conferences & Workshops	0	0	250	0	250	250
002	Memberships & Licenses	6,618	4,697	5,000	4,500	5,000	5,000
006	Vehicle Maintenance	82	51	0	0	0	0
007	Office Equip. Maintenance	2,760	420	2,500	2,500	2,500	2,500
008	Arena Equip. Maintenance	11,594	6,976	11,000	11,000	11,000	11,000
013	Education & Training	25	141	300	300	300	300
020	General Liability/Contents Insur.	14,082	13,642	15,000	13,787	15,000	15,000
024	Printing Costs	1,667	1,428	4,000	4,000	4,000	4,000
025	Utilities	316,706	334,796	325,000	325,000	330,000	330,000
029	Building Maintenance	17,213	22,007	35,500	35,500	45,500	45,500
042	Mileage Reimbursement	378	397	500	250	500	500
066	Contract Services	44,757	44,638	50,400	50,400	52,800	52,800
068	Non-Ice Activities	196	0	500	300	300	300
	Category Total	416,078	429,193	449,950	447,537	467,150	467,150
	<b>Administrative Total</b>	988,625	986,571	1,034,716	1,027,040	1,060,377	1,060,377
<b>(730)</b>	<b><u>ICE ARENA CONCESSION STAND</u></b>						
<b>(702)</b>	<b>Salaries &amp; Wages</b>						
038	Part-time	45,197	46,724	49,500	46,500	48,840	48,840
112	Overtime	114	15	250	200	500	500
200	Social Security	3,467	3,576	3,700	3,596	3,799	3,799
350	Worker's Compensation	326	319	390	266	281	281
	Category Total	49,104	50,634	53,840	50,562	53,420	53,420
<b>(740)</b>	<b>Operating Supplies</b>						
008	Supplies	71,320	77,934	75,000	75,000	75,000	75,000
	Category Total	71,320	77,934	75,000	75,000	75,000	75,000
<b>(801)</b>	<b>Professional &amp; Contractual</b>						
007	Equipment Maintenance	1,708	0	2,000	2,000	2,000	2,000
	Category Total	1,708	0	2,000	2,000	2,000	2,000
<b>(996)</b>	<b>Expenses</b>						
	Depreciation	370	154	0	155	0	0
	Category Total	370	154	0	155	0	0
	<b>Concession Stand Total</b>	122,502	128,722	130,840	127,717	130,420	130,420

## Ice Arena

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>(740)</b>	<b><u>ICE ARENA PRO SHOP</u></b>						
<b>(740)</b>	<b>Operating Supplies</b>						
020	Cost of Goods Sold	5,063	2,604	3,000	1,500	1,500	1,500
	Category Total	5,063	2,604	3,000	1,500	1,500	1,500
	<b>Pro Shop Total</b>	5,063	2,604	3,000	1,500	1,500	1,500
	<b>Total Operating Budget</b>	1,116,190	1,117,897	1,168,556	1,156,257	1,192,297	1,192,297
<b>(996)</b>	<b>OTHER EXPENSES</b>						
001	Bond Interest	152,608	137,957	123,238	123,238	108,738	108,738
002	Amortization of Refinancing	32,500	32,500	32,500	32,500	32,500	32,500
100	Depreciation	249,410	240,326	249,000	240,000	238,000	238,000
	<b>Total Other Expenses</b>	434,518	410,783	404,738	395,738	379,238	379,238
	<b>TOTAL ICE ARENA EXPENSES</b>	<b>1,550,708</b>	<b>1,528,680</b>	<b>1,573,294</b>	<b>1,551,995</b>	<b>1,571,535</b>	<b>1,571,535</b>
	Revenues over/(under) Expenses	84,981	56,928	112,087	130,060	218,295	218,295
	<b>RETAINED EARNINGS AT JUNE 30</b>	<b>271,611</b>	<b>328,539</b>	<b>439,054</b>	<b>458,599</b>	<b>676,894</b>	<b>676,894</b>

**FARMINGTON HILLS ICE ARENA  
STATEMENT OF CHANGES IN CASH FLOWS  
FOR YEARS ENDED JUNE 30, 2009 AND 2010**

	<u>FY 2008/09</u>	<u>FY 2009/10</u>
TOTAL ICE ARENA REVENUES	1,682,055	1,789,830
TOTAL ICE ARENA EXPENSES	<u>1,551,995</u>	<u>1,571,535</u>
NET INCOME	130,060	218,295
DEPRECIATION	240,155	238,000
AMORTIZATION OF REFINANCING	32,500	32,500
PRINCIPAL PAYMENT ON BONDS	<u>(360,000)</u>	<u>(430,000)</u>
CHANGES TO CASH AND CASH EQUIVALENTS	42,715	58,795
CASH AND CASH EQUIVALENTS - Beginning of Year	<u>262,410</u>	<u>305,125</u>
CASH AND CASH EQUIVALENTS - End of Year	<u><u>305,125</u></u>	<u><u>363,920</u></u>

## 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 is under contract with the Oakland County Department of Public Works to service debt on six bond issues for water and sewer projects and four issues for storm drain improvements, which were bonded and constructed on behalf of the City by the County Department of Public Works. The six water & sewer issues are paid through the City's water and sewer fund.

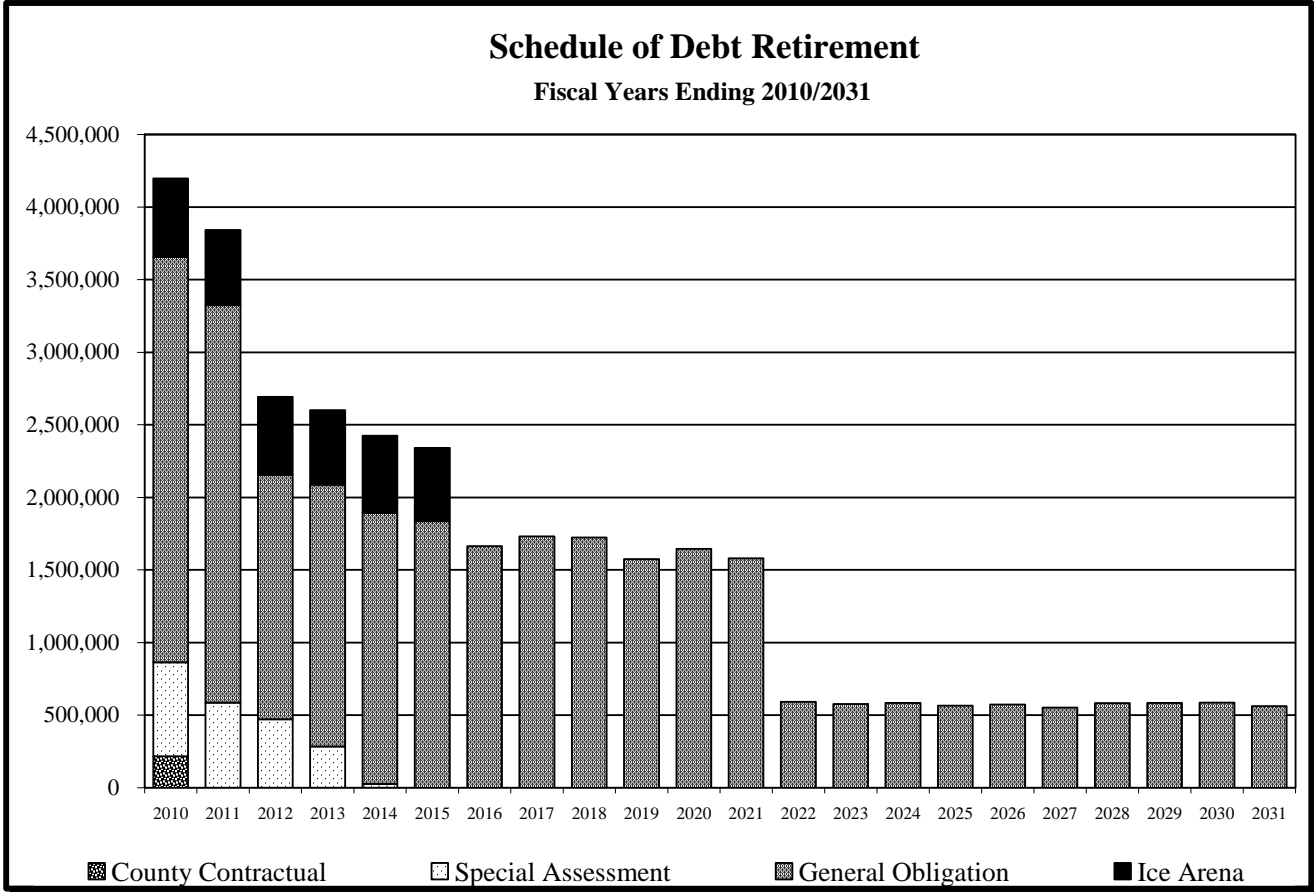
In accordance with State Statute, payments on motor vehicle highway bond issues are made through a debt service fund financed by transfers from the Major Road Fund's gasoline and weight tax revenues received from the State.

The Debt Service Fund was established in FY 1994/95 to consolidate into one fund all the debt service payments to be funded with local property tax revenues. The bond issues to be serviced by this Fund fall into three major categories: **Building Authority Bonds, Storm Drain Bonds, and Highway Bonds.**

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 tax levy is collected and budgeted through the 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 47<sup>th</sup> District Court Facility through the City of Farmington Hills Building Authority.

The City of Farmington Hills' Debt Management Policies are outlined in the Financial Policies Section of this Budget Document.

# DEBT SERVICE FY 2009/10



## DEBT SERVICE FUNDS SUMMARY

	General Debt Service Fund #301	Building Authority Fund #662	Special Assessment Funds	Total Debt Service Funds
<b>FUND BALANCE AT JULY 1, 2009</b>	<b>633,273</b>	<b>153,880</b>	<b>3,197,120</b>	<b>3,984,273</b>
<b>REVENUES</b>				
Income from Assessments and Other	140,000	0	3,113,410	<b>3,253,410</b>
Interest income	30,000	2,000	200,000	<b>232,000</b>
Intergovernmental Revenues	121,236	0	0	<b>121,236</b>
Debt levy	2,233,463	0	0	<b>2,233,463</b>
<b>Total Revenues</b>	<b>2,524,699</b>	<b>2,000</b>	<b>3,313,410</b>	<b>5,840,109</b>
<b>EXPENDITURES</b>				
Bond principal payments	1,250,789	675,000	585,000	<b>2,510,789</b>
Interest and fiscal charges	421,985	446,925	64,553	<b>933,463</b>
Misc. and construction	1,000	1,000	200,000	<b>202,000</b>
<b>Total Expenditures</b>	<b>1,673,774</b>	<b>1,122,925</b>	<b>849,553</b>	<b>3,646,252</b>
Revenues over/(under) Expenditures	850,925	(1,120,925)	2,463,857	<b>2,193,857</b>
<b>OTHER FINANCING SOURCES AND USES</b>				
Transfers In				
-from General Debt Fund	0	1,121,925	0	<b>1,121,925</b>
-from Major Roads	0	0	0	<b>0</b>
Total Transfers In	0	1,121,925	0	<b>1,121,925</b>
Transfers Out				
- to Building Authority	(1,121,925)	0	0	<b>(1,121,925)</b>
- to Capital Improvement	0	0	0	<b>0</b>
- to Major Roads	0	0	0	<b>0</b>
- to Local Roads	0	0	(2,463,857)	<b>(2,463,857)</b>
Total Transfers out	(1,121,925)	0	(2,463,857)	<b>(3,585,782)</b>
<b>Total Other Financing Sources and Uses</b>	<b>(1,121,925)</b>	<b>1,121,925</b>	<b>(2,463,857)</b>	<b>(2,463,857)</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(271,000)	1,000	0	<b>(270,000)</b>
<b>FUND BALANCE AT JUNE 30, 2010</b>	<b>362,273</b>	<b>154,880</b>	<b>3,197,120</b>	<b>3,714,273</b>

# GENERAL DEBT SERVICE FUND

FUND NUMBER: 301

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>FUND BALANCE AT JULY 1</b>		<b>434,582</b>	<b>487,793</b>	<b>464,644</b>	<b>475,752</b>	<b>633,273</b>	<b>633,273</b>
<b>REVENUES</b>							
(403)	Debt Service Levy	2,732,131	2,807,866	2,379,369	2,379,369	2,233,463	2,233,463
(642)	Oakland County Credit - Caddell Drain	0	87,804	0	0	0	0
	Oakland County Credit - Minnow Pond	0	0	0	127,814	0	0
	Oakland County Credit - Pebble Creek	0	0	0	79,565	0	0
	Oakland County Credit - Ten Mile	0	0	0	90,089	0	0
(664)	Interest Income	87,270	78,180	60,000	60,000	30,000	30,000
(655)	Contribution from Farmington - Court	0	0	0	104,570	121,236	121,236
(655)	District Court Building Fund	151,952	146,469	140,000	140,000	140,000	140,000
	<b>Total Revenues</b>	<b>2,971,353</b>	<b>3,120,319</b>	<b>2,579,369</b>	<b>2,981,407</b>	<b>2,524,699</b>	<b>2,524,699</b>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>		<b>2,971,353</b>	<b>3,120,319</b>	<b>2,579,369</b>	<b>2,981,407</b>	<b>2,524,699</b>	<b>2,524,699</b>
<b>EXPENDITURES</b>							
GENERAL DEBT ISSUES:							
(990)	Interest:						
	Pebble Creek Drain	27,958	23,972	19,044	18,700	13,046	13,046
	Minnow Pond	166,540	136,017	104,484	103,800	72,008	72,008
	Caddell Erosion - 1994	33,054	30,376	27,377	27,377	23,987	23,987
	Farmington Hills Golf Club	326,169	321,668	317,444	317,444	312,944	312,944
	Total	553,721	512,033	468,349	467,321	421,985	421,985
(995)	Principal:						
	Pebble Creek Drain	180,700	212,322	198,770	198,770	194,253	194,253
	Minnow Pond	681,920	758,419	753,557	753,557	787,589	787,589
	Caddell Erosion - 1994	126,621	122,784	118,947	118,947	118,947	118,947
	Farmington Hills Golf Club	150,000	150,000	150,000	150,000	150,000	150,000
	Total	1,139,241	1,243,525	1,221,274	1,221,274	1,250,789	1,250,789
<b>TOTAL GENERAL DEBT</b>		<b>1,692,962</b>	<b>1,755,558</b>	<b>1,689,623</b>	<b>1,688,595</b>	<b>1,672,774</b>	<b>1,672,774</b>

Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
(996)	Miscellaneous Expense	37	953	1,000	975	1,000	1,000
	<b>Total Expenditures</b>	<b>1,692,999</b>	<b>1,756,511</b>	<b>1,690,623</b>	<b>1,689,570</b>	<b>1,673,774</b>	<b>1,673,774</b>
<b>OTHER FINANCING USES</b>							
(202)	Contribution to Major Roads	323,450	307,650	0	0	0	0
(905)	Contribution to Building Authority						
	Interest:						
	Refunding Bond - 2003 DPW/Fire	75,766	70,073	63,691	63,691	58,100	58,100
	47th District Court	250,983	106,839	92,491	107,000	90,200	90,200
	47th District Court - Refunding	(23,936)	270,527	260,484	298,625	298,625	298,625
	Total	302,813	447,439	416,666	469,316	446,925	446,925
	Principal:						
	Refunding Bond - 2003 DPW/Fire	260,000	275,000	265,000	265,000	175,000	175,000
	47th District Court	338,880	345,760	348,080	400,000	500,000	500,000
	47th District Court - Refunding	0	0	0	0		
	Total	598,880	620,760	613,080	665,000	675,000	675,000
	Total Contribution to Building Auth.	901,693	1,068,199	1,029,746	1,134,316	1,121,925	1,121,925
	<b>Total Other Financing Uses</b>	<b>1,225,143</b>	<b>1,375,849</b>	<b>1,029,746</b>	<b>1,134,316</b>	<b>1,121,925</b>	<b>1,121,925</b>
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>		<b>2,918,142</b>	<b>3,132,360</b>	<b>2,720,369</b>	<b>2,823,886</b>	<b>2,795,699</b>	<b>2,795,699</b>
	Revenues Over/(Under) Expenditures	53,211	(12,041)	(141,000)	157,521	(271,000)	(271,000)
	<b>FUND BALANCE AT JUNE 30</b>	<b>487,793</b>	<b>475,752</b>	<b>323,644</b>	<b>633,273</b>	<b>362,273</b>	<b>362,273</b>



# BUILDING AUTHORITY FUND

FUND NUMBER: 662

Acct. No. Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>FUND BALANCE AT JULY 1</b>	<b>284,446</b>	<b>142,070</b>	<b>156,320</b>	<b>150,855</b>	<b>153,880</b>	<b>153,880</b>
<b>REVENUES</b>						
(664) Interest Income	15,199	9,499	14,000	4,000	2,000	2,000
(672) Miscellaneous Income	0	237	0	0	0	0
<b>Total Revenues</b>	<b>15,199</b>	<b>9,736</b>	<b>14,000</b>	<b>4,000</b>	<b>2,000</b>	<b>2,000</b>
<b>OTHER FINANCING SOURCES</b>						
(695) Proceeds from Bond Sale	6,916,604	0	0	0	0	0
<b>Contributions from other funds:</b>						
(301) General Debt Service Fund	901,693	1,068,199	1,029,746	1,134,316	1,121,925	1,121,925
<b>Total Other Financing Sources</b>	<b>7,818,297</b>	<b>1,068,199</b>	<b>1,029,746</b>	<b>1,134,316</b>	<b>1,121,925</b>	<b>1,121,925</b>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>						
	<b>7,833,496</b>	<b>1,077,935</b>	<b>1,043,746</b>	<b>1,138,316</b>	<b>1,123,925</b>	<b>1,123,925</b>
<b>EXPENDITURES</b>						
995 Bond Principal	598,880	620,760	613,080	665,000	675,000	675,000
996 Bond Interest:						
Refunding -DPW/Fire	75,766	70,073	63,691	63,691	58,100	58,100
47th District Court	181,183	106,840	92,491	107,000	90,200	90,200
47th District Court - Refunding	45,864	270,527	260,484	298,625	298,625	298,625
<b>Total Interest</b>	<b>302,813</b>	<b>447,440</b>	<b>416,666</b>	<b>469,316</b>	<b>446,925</b>	<b>446,925</b>
<b>Total Debt Service</b>	<b>901,693</b>	<b>1,068,200</b>	<b>1,029,746</b>	<b>1,134,316</b>	<b>1,121,925</b>	<b>1,121,925</b>
003 Miscellaneous	925	950	1,000	975	1,000	1,000
<b>TOTAL EXPENDITURES</b>	<b>902,618</b>	<b>1,069,150</b>	<b>1,030,746</b>	<b>1,135,291</b>	<b>1,122,925</b>	<b>1,122,925</b>
<b>OTHER FINANCING USES</b>						
Bond Issuance Costs	114,984	0	0	0	0	0
Transfer to Escrow Agent	6,958,270	0	0	0	0	0
<b>TOTAL OTHER FINANCING USES</b>	<b>7,073,254</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>						
	<b>7,975,872</b>	<b>1,069,150</b>	<b>1,030,746</b>	<b>1,135,291</b>	<b>1,122,925</b>	<b>1,122,925</b>
Revenues Over/(Under) Expenditures	(142,376)	8,785	13,000	3,025	1,000	1,000
<b>FUND BALANCE AT JUNE 30</b>	<b>142,070</b>	<b>150,855</b>	<b>169,320</b>	<b>153,880</b>	<b>154,880</b>	<b>154,880</b>

<b>CALCULATION OF DEBT LEVY FY 2009/10</b> <b>GENERAL DEBT SERVICE FUND</b>
--

<i>Description of Debt</i>	<i>Fund Servicing Debt</i>	<i>Final Maturity</i>	<i>Debt Outstanding Year Ended 6/30/09</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>	<i>Millage*</i>
<b>Building Authority Issues:</b>							
Refunding Bonds-2003 DPW/Fire Station No.2	Building Authority	11-17	1,700,000	175,000	58,100	233,100	0.0560
<b>47th District</b>							
Court Facility	Building Authority	04-12	2,100,000	500,000	90,200	590,200	
Court Refunding	Building Authority	04-21	6,555,000	0	298,625	298,625	
Farmington Hills Court Debt			8,655,000	500,000	388,825	888,825	0.2134
Less Farmington's Share (13.64%)				(68,200)	(53,036)	(121,236)	(0.0291)
Less Revenues/Contributions				(118,604)	(21,396)	(140,000)	(0.0336)
Net Debt Levy				313,196	314,393	627,589	0.1507
<b>Total Building Authority Issues</b>			<b>10,355,000</b>	<b>488,196</b>	<b>372,493</b>	<b>860,689</b>	<b>0.2066</b>
<b>Storm Drain Debt Issues:</b>							
Pebble Creek Drain	Debt Service Fund	05-11	379,471	194,253	13,046	207,299	0.0498
Minnow Pond Drain	Debt Service Fund	05-11	1,594,625	787,589	72,008	859,597	0.2064
Caddell Drain II	Debt Service Fund	10-14	717,519	118,947	23,987	142,934	0.0343
<b>Total Storm Drain Debt Issues</b>			<b>2,691,615</b>	<b>1,100,789</b>	<b>109,041</b>	<b>1,209,830</b>	<b>0.2905</b>
<b>Farmington Hills Golf Club:</b>		10-31	<b>7,750,000</b>	<b>150,000</b>	<b>312,944</b>	<b>462,944</b>	<b>0.1112</b>
Fund Balance Contribution						(300,000)	(0.0720)
<b>GRAND TOTAL</b>			<b>20,796,615</b>	<b>1,738,985</b>	<b>794,478</b>	<b>2,233,463</b>	<b>0.5362</b>
			<b>Gross Amount</b>	<b>Debt Millage</b>			
DEBT LEVY:			2,233,463	0.5362			
Taxable Value			4,165,008,570				

\* 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 limitations.

## DEBT SUMMARY FY 2009/10

Description of Debt	Fund Servicing Debt	Debt Outstanding at June 30, 2009	Principal	Interest	Total
General Obligation:					
Ice Arena	Ice Arena Fund	2,775,000	430,000	108,738	538,738
Farmington Golf Club	Debt Service	7,750,000	150,000	312,944	462,944
Building Authority Bonds	Debt Service	10,355,000	675,000	446,925	1,121,925
Special Assessment Bonds	Special Assessment	1,880,000	585,000	64,553	649,553
Contractual Obligation					
Oakland County	Debt Service	2,901,265	1,310,444	115,514	1,425,958
<b>TOTAL</b>		<b>25,661,265</b>	<b>3,150,444</b>	<b>1,048,674</b>	<b>4,199,118</b>

## STATEMENT OF LEGAL DEBT MARGIN AS OF JUNE 30, 2009

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.

2008 State Equalized Value	4,165,008,570
Debt Limited (10% of State Equalized Valuation and Equivalent)	416,500,857
Amount of Outstanding Debt	25,661,265
Less:	
Special Assessment Bonds	1,880,000
<b>LEGAL DEBT MARGIN</b>	<b>388,959,592</b>

## BUDGET RESOLUTION

WHEREAS, the appropriate City Officers have submitted to the City Manager an itemized estimate of expenditures for FY 2009/10 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 2009/10 including the General Fund, Special Revenue Funds, Capital Improvement Funds, Debt Service Funds and the Ice Arena Enterprise Fund, 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 2009/10 on June 8, 2009 and the property tax millage rate to be levied to support the FY 2009/10 budget; and,

WHEREAS, an appropriate public notice was published on May 24 and May 28, 2009, notifying citizens of the Public Hearing on the proposed FY 2009/10 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 at the June 9, 2008 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 2009/10;

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 2009/10 in the aggregate amount of \$ 52,961,529 for expenditures funded by \$ 50,291,529 in revenues and transfers and an appropriation from designated fund balances of \$2,670,000.
- 2) That the City Council for the City of Farmington Hills hereby appropriates the sum of \$ 52,961,529 in expenditures for FY 2009/10 for General Fund purposes on a departmental and activity total basis as follows:

General Government	8,464,983
Board & Commissions	3,124,202
Transfers to Other Funds	2,670,000
Public Safety (Police/Fire)	22,721,491
Planning & Community Development	2,258,901
Public Services	6,795,730
Special Services	6,926,222
	<hr/> 52,961,529

- 3) That the City of Farmington Hills shall levy 7.0408 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 2009/10 for general operating purposes.
- 4) That the City of Farmington Hills shall levy 0.5362 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 2009/10 for general debt service requirements (all 0.5362 mills are from within the City Charter Limit) and to adopt the 2009/10 Debt Service Fund Budgets schedule attached as per Item Number 14.
- 5) That the City of Farmington Hills shall levy 0.9682 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 2009/10 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 2009/10 Capital Improvement Budget and Parks & Recreation Capital Development Funds schedules attached as per Item Number 9.
- 6) That the City of Farmington Hills shall levy 1.4764 mills ad valorem (approved by the electorate for 10 years on November 4, 2003) on the taxable value of all real and personal property subject to taxation in the City of Farmington Hills for the FY 2009/10 for the purposes of public safety.
- 7) That of the City of Farmington Hills shall levy a total of 10.0216 mills ad valorem on the taxable value of all real and personal property subject to taxation in the City of Farmington Hills for FY 2009/10.
- 8) That the City of Farmington Hills estimates General Fund Revenues for the FY 2009/10 to total \$ 50,461,529.

Property Taxes	\$30,001,992
Licenses & Permits	705,150
Sales	653,132
Fines & Forfeitures	2,650,000
Interest Earnings	600,000
Recreation User Charges	3,620,119
Grants	284,000
State Shared Revenue	6,436,111
Fees	3,875,010
Contribution From Other Funds	1,120,520
Undesignated Fund Balance	515,495
<b>TOTAL OPERATING REVENUE</b>	<b><u>50,461,529</u></b>

- 9) That the City of Farmington Hills adopts the Special Revenue Funds Budgets for the FY 2009/10 as follows:

## SPECIAL REVENUE FUNDS SUMMARY

	Total Capital Funds	Total Recreation Funds	Total Public Safety Funds	C.D.B.G Fund #275	Total Special Revenue Funds
<b>FUND BALANCE AT JULY 1, 2009</b>	<b>16,401,587</b>	<b>950,067</b>	<b>3,086,045</b>	<b>0</b>	<b>20,437,699</b>
<b>REVENUES</b>					
Property Taxes	1,999,204	2,036,933	6,159,555	0	<b>10,195,692</b>
Intergovernmental	8,970,012	282,928	600,000	434,792	<b>10,287,732</b>
Interest Income	197,500	32,700	89,000	0	<b>319,200</b>
Miscellaneous	337,000	158,443	0	20,000	<b>515,443</b>
<b>Total Revenues</b>	<b>11,503,716</b>	<b>2,511,004</b>	<b>6,848,555</b>	<b>454,792</b>	<b>21,318,067</b>
<b>EXPENDITURES</b>					
Highways & Streets	14,341,049	0	0	0	<b>14,341,049</b>
Public Safety	0	0	6,715,021	0	<b>6,715,021</b>
Land Acquisition, Capital Improvements and Other	10,507,295	1,640,481	102,609	388,792	<b>12,639,177</b>
<b>Total Expenditures</b>	<b>24,848,344</b>	<b>1,640,481</b>	<b>6,817,630</b>	<b>388,792</b>	<b>33,695,247</b>
Revenues over/(under) Expenditures	(13,344,628)	870,523	30,925	66,000	<b>(12,377,180)</b>
<b>OTHER FINANCING SOURCES AND USES</b>					
Transfers In	6,696,460	0	0	0	<b>6,696,460</b>
Transfers Out	(1,666,603)	(1,270,520)	0	(66,000)	<b>(3,003,123)</b>
<b>Total</b>	<b>5,029,857</b>	<b>(1,270,520)</b>	<b>0</b>	<b>(66,000)</b>	<b>3,693,337</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(8,314,771)	(399,997)	30,925	0	<b>(8,683,843)</b>
<b>FUND BALANCE AT JUNE 30, 2010</b>	<b>8,086,816</b>	<b>550,070</b>	<b>3,116,970</b>	<b>0</b>	<b>11,753,856</b>

<b>SPECIAL REVENUE FUNDS CAPITAL FUNDS SUMMARY</b>
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	Major Roads Fund #202	Local Roads Fund #203	Revolving Special Assessment Fund #247	Deferred Special Assessment Fund #255	Capital Improvement Fund #404	Total Capital Funds
<b>FUND BALANCE AT JULY 1, 2009</b>	<b>1,627,429</b>	<b>3,201</b>	<b>4,025,719</b>	<b>53,715</b>	<b>10,691,523</b>	<b>16,401,587</b>
<b>REVENUES</b>						
Property Taxes	0	0	0	0	1,999,204	<b>1,999,204</b>
Intergovernmental	7,674,512	1,295,500	0	0	0	<b>8,970,012</b>
Interest Income	14,000	3,000	90,000	500	90,000	<b>197,500</b>
Miscellaneous	322,000	0	0	0	15,000	<b>337,000</b>
<b>Total Revenues</b>	<b>8,010,512</b>	<b>1,298,500</b>	<b>90,000</b>	<b>500</b>	<b>2,104,204</b>	<b>11,503,716</b>
<b>EXPENDITURES</b>						
Highways & Streets	9,279,391	5,061,658	0	0	0	<b>14,341,049</b>
Public Safety	0	0	0	0	0	<b>0</b>
Land Acquisition, Capital Improvements and Other	0	0	1,025	130	10,506,140	<b>10,507,295</b>
<b>Total Expenditures</b>	<b>9,279,391</b>	<b>5,061,658</b>	<b>1,025</b>	<b>130</b>	<b>10,506,140</b>	<b>24,848,344</b>
Revenues over/(under) Expenditures	(1,268,879)	(3,763,158)	88,975	370	(8,401,936)	<b>(13,344,628)</b>
<b>OTHER FINANCING SOURCES AND USES</b>						
Transfers In	370,000	3,760,460	0	0	2,566,000	<b>6,696,460</b>
Transfers Out	(710,000)	0	(586,603)	0	(370,000)	<b>(1,666,603)</b>
	(340,000)	3,760,460	(586,603)	0	2,196,000	<b>5,029,857</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(1,608,879)	(2,698)	(497,628)	370	(6,205,936)	<b>(8,314,771)</b>
<b>FUND BALANCE AT JUNE 30, 2010</b>	<b>18,550</b>	<b>503</b>	<b>3,528,091</b>	<b>54,085</b>	<b>4,485,587</b>	<b>8,086,816</b>

<b>SPECIAL REVENUE FUNDS RECREATION FUNDS SUMMARY</b>
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	Nutrition Fund #281	Recreation Special Millage Fund #410	Golf Course Improv. Fund #412	Total Recreation Funds
<b>FUND BALANCE AT JULY 1, 2009</b>	<b>0</b>	<b>927,527</b>	<b>22,540</b>	<b>950,067</b>
<b>REVENUES</b>				
Property Taxes	0	2,036,933	0	<b>2,036,933</b>
Intergovernmental	282,928	0	0	<b>282,928</b>
Interest Income	2,500	30,000	200	<b>32,700</b>
Miscellaneous	136,443	0	22,000	<b>158,443</b>
<b>Total Revenues</b>	<b>421,871</b>	<b>2,066,933</b>	<b>22,200</b>	<b>2,511,004</b>
<b>EXPENDITURES</b>				
Highways & Streets	0	0	0	<b>0</b>
Public Safety	0	0	0	<b>0</b>
Land Acquisition, Capital Improvements and Other	421,871	1,181,000	37,610	<b>1,640,481</b>
<b>Total Expenditures</b>	<b>421,871</b>	<b>1,181,000</b>	<b>37,610</b>	<b>1,640,481</b>
Revenues over/(under) Expenditures	0	885,933	(15,410)	<b>870,523</b>
<b>OTHER FINANCING SOURCES AND USES</b>				
Transfers In	0	0	0	<b>0</b>
Transfers Out	0	(1,270,520)	0	<b>(1,270,520)</b>
Total	0	(1,270,520)	0	<b>(1,270,520)</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	(384,587)	(15,410)	<b>(399,997)</b>
Residual Equity Transfer	0	0	0	<b>0</b>
<b>FUND BALANCE AT JUNE 30, 2010</b>	<b>0</b>	<b>542,940</b>	<b>7,130</b>	<b>550,070</b>



**SPECIAL REVENUE FUNDS  
PUBLIC SAFETY FUNDS SUMMARY**

	Public Safety Fund #205	Federal Forfeiture Fund #213	Police Forfeiture Fund #214	<b>Total Public Safety Funds</b>
<b>FUND BALANCE AT JULY 1, 2009</b>	<b>2,093,054</b>	<b>658,706</b>	<b>334,285</b>	<b>3,086,045</b>
<b>REVENUES</b>				
Property Taxes	6,159,555	0	0	<b>6,159,555</b>
Intergovernmental	0	350,000	250,000	<b>600,000</b>
Interest Income	75,000	6,000	8,000	<b>89,000</b>
Miscellaneous	0	0	0	<b>0</b>
<b>Total Revenues</b>	<b>6,234,555</b>	<b>356,000</b>	<b>258,000</b>	<b>6,848,555</b>
<b>EXPENDITURES</b>				
Highways & Streets	0	0	0	<b>0</b>
Public Safety	6,203,850	378,588	132,583	<b>6,715,021</b>
Land Acquisition, Capital Improvements and Other	0	44,000	58,609	<b>102,609</b>
<b>Total Expenditures</b>	<b>6,203,850</b>	<b>422,588</b>	<b>191,192</b>	<b>6,817,630</b>
Revenues over/(under) Expenditures	30,705	(66,588)	66,808	<b>30,925</b>
<b>OTHER FINANCING SOURCES AND USES</b>				
Transfers In	0	0	0	<b>0</b>
Transfers Out	0	0	0	<b>0</b>
	0	0	0	<b>0</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	30,705	(66,588)	66,808	<b>30,925</b>
<b>FUND BALANCE AT JUNE 30, 2010</b>	<b>2,123,759</b>	<b>592,118</b>	<b>401,093</b>	<b>3,116,970</b>

- 10) 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.
- 11) That the 2009/10 General Fund Budget shall be automatically amended on July 1, 2009 to re-appropriate encumbrances outstanding and reserved at June 30, 2009.
- 12) That the 2008/09 departmental and activity budget amounts for the General Fund be amended to the following estimated revenues and projected actual expenditures in the budget document submitted for 2009/10.

<b>GENERAL FUND</b>	<b>2008/09 AMENDED BUDGET</b>
<b>Expenditures</b>	
General Government	8,250,645
Boards & Commissions	3,263,468
Public Safety (Police/Fire)	23,239,840
Planning & Community Development	2,237,391
Public Services	6,864,197
Special Services	7,250,563
Transfer to Other Funds	2,725,000
	<u>53,831,104</u>
<b>Revenues</b>	
Property Taxes	31,715,264
Business Licenses & Permits	17,300
Other Licenses & Permits	777,850
Sales	817,852
Fines & Forfeitures	2,650,000
Interest Earnings	750,000
Recreation User Charges	3,522,093
Grants	418,464
State Shared Revenue	6,719,925
Fees	3,779,475
Interfund Reimbursement	1,006,263
Total Operating Revenues	<u>52,174,486</u>
Appropriation (To)/From Fund Balance	(843,382)
Appropriation (To)/From Designation/Reserves	2,500,000
	<u>53,831,104</u>

- 13) That the 2008/09 Special Revenue Funds Budget be amended to the following estimated revenues and projected actual expenditures in the budget document submitted for 2009/10.

## SPECIAL REVENUE FUNDS

	Total Capital Funds	Total Recreation Funds	Total Public Safety Funds	C.D.B.G Fund #275	Total Special Revenue Funds
<b>FUND BALANCE AT JULY 1, 2008</b>	<b>16,572,030</b>	<b>1,000,405</b>	<b>2,319,667</b>	<b>0</b>	<b>19,892,102</b>
<b>REVENUES</b>					
Property Taxes	2,103,828	2,143,576	6,492,692	0	<b>10,740,096</b>
Intergovernmental	7,940,159	282,928	1,997,693	480,292	<b>10,701,072</b>
Interest Income	280,800	3,900	125,311	0	<b>410,011</b>
Miscellaneous	218,900	203,542	0	30,000	<b>452,442</b>
<b>Total Revenues</b>	<b>10,543,687</b>	<b>2,633,946</b>	<b>8,615,696</b>	<b>510,292</b>	<b>22,303,621</b>
<b>EXPENDITURES</b>					
Highways & Streets	13,375,339	0	0	0	<b>13,375,339</b>
Public Safety	0	0	6,503,789	0	<b>6,503,789</b>
Land Acquisition, Capital Improvements and Other	2,637,159	1,183,321	1,379,558	332,792	<b>5,532,830</b>
<b>Total Expenditures</b>	<b>16,012,498</b>	<b>1,183,321</b>	<b>7,883,347</b>	<b>332,792</b>	<b>25,411,958</b>
Revenues over/(under) Expenditures	(5,468,811)	1,450,625	732,349	177,500	<b>(3,108,337)</b>
<b>OTHER FINANCING SOURCES AND USES</b>					
Transfers In	6,933,532	0	34,029	0	<b>6,967,561</b>
Transfers Out	(1,635,164)	(1,500,963)	0	(177,500)	<b>(3,313,627)</b>
<b>Total</b>	<b>5,298,368</b>	<b>(1,500,963)</b>	<b>34,029</b>	<b>(177,500)</b>	<b>3,653,934</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(170,443)	(50,338)	766,378	0	<b>545,597</b>
<b>FUND BALANCE AT JUNE 30, 2009</b>	<b>16,401,587</b>	<b>950,067</b>	<b>3,086,045</b>	<b>0</b>	<b>20,437,699</b>

<b>SPECIAL REVENUE FUNDS CAPITAL FUNDS SUMMARY</b>
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	Major Roads Fund #202	Local Roads Fund #203	Revolving Special Assessment Fund #247	Deferred Special Assessment Fund #255	Capital Improvement Fund #404	Total Capital Funds
<b>FUND BALANCE AT JULY 1, 2008</b>	<b>3,046,377</b>	<b>290,510</b>	<b>4,732,854</b>	<b>53,045</b>	<b>8,449,244</b>	<b>16,572,030</b>
<b>REVENUES</b>						
Property Taxes	0	0	0	0	2,103,828	<b>2,103,828</b>
Intergovernmental	6,463,050	1,321,000	0	0	156,109	<b>7,940,159</b>
Interest Income	25,000	5,000	100,000	800	150,000	<b>280,800</b>
Miscellaneous	34,000	0	0	0	184,900	<b>218,900</b>
<b>Total Revenues</b>	<b>6,522,050</b>	<b>1,326,000</b>	<b>100,000</b>	<b>800</b>	<b>2,594,837</b>	<b>10,543,687</b>
<b>EXPENDITURES</b>						
Highways & Streets	7,875,998	5,499,341	0	0	0	<b>13,375,339</b>
Public Safety	0	0	0	0	0	<b>0</b>
Land Acquisition, Capital Improvements and Other	0	0	11,000	130	2,626,029	<b>2,637,159</b>
<b>Total Expenditures</b>	<b>7,875,998</b>	<b>5,499,341</b>	<b>11,000</b>	<b>130</b>	<b>2,626,029</b>	<b>16,012,498</b>
Revenues over/(under) Expenditures	(1,353,948)	(4,173,341)	89,000	670	(31,192)	<b>(5,468,811)</b>
<b>OTHER FINANCING SOURCES AND USES</b>						
Transfers In	370,000	3,886,032	0	0	2,677,500	<b>6,933,532</b>
Transfers Out	(435,000)	0	(796,135)	0	(404,029)	<b>(1,635,164)</b>
	(65,000)	3,886,032	(796,135)	0	2,273,471	<b>5,298,368</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(1,418,948)	(287,309)	(707,135)	670	2,242,279	<b>(170,443)</b>
<b>FUND BALANCE AT JUNE 30, 2009</b>	<b>1,627,429</b>	<b>3,201</b>	<b>4,025,719</b>	<b>53,715</b>	<b>10,691,523</b>	<b>16,401,587</b>

<b>SPECIAL REVENUE FUNDS</b> <b>RECREATION FUNDS SUMMARY</b>
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	Nutrition Fund #281	Recreation Special Millage Fund #410	Golf Course Improv. Fund #412	Total Recreation Funds
<b>FUND BALANCE AT JULY 1, 2008</b>	<b>0</b>	<b>972,314</b>	<b>28,091</b>	<b>1,000,405</b>
<b>REVENUES</b>				
Property Taxes	0	2,143,576	0	2,143,576
Intergovernmental	282,928	0	0	282,928
Interest Income	3,500	0	400	3,900
Miscellaneous	136,642	45,000	21,900	203,542
<b>Total Revenues</b>	<b>423,070</b>	<b>2,188,576</b>	<b>22,300</b>	<b>2,633,946</b>
<b>EXPENDITURES</b>				
Highways & Streets	0	0	0	0
Public Safety	0	0	0	0
Land Acquisition, Capital Improvements and Other	423,070	732,400	27,851	1,183,321
<b>Total Expenditures</b>	<b>423,070</b>	<b>732,400</b>	<b>27,851</b>	<b>1,183,321</b>
Revenues over/(under) Expenditures	0	1,456,176	(5,551)	1,450,625
<b>OTHER FINANCING SOURCES AND USES</b>				
Transfers In	0	0	0	0
Transfers Out	0	(1,500,963)	0	(1,500,963)
Total	0	(1,500,963)	0	(1,500,963)
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	0	(44,787)	(5,551)	(50,338)
<b>FUND BALANCE AT JUNE 30, 2009</b>	<b>0</b>	<b>927,527</b>	<b>22,540</b>	<b>950,067</b>

## SPECIAL REVENUE FUNDS

	Public Safety Fund #205	Federal Forfeiture Fund #213	Police Forfeiture Fund #214	Fire Federal Grant Fund #260	Justice Assistance Grant II Fund #272	<b>Total Public Safety Funds</b>
<b>FUND BALANCE AT JULY 1, 2008</b>	<b>1,660,974</b>	<b>393,106</b>	<b>264,213</b>	<b>0</b>	<b>1,374</b>	<b>2,319,667</b>
<b>REVENUES</b>						
Property Taxes	6,492,692	0	0	0	0	<b>6,492,692</b>
Intergovernmental	0	350,000	250,000	1,388,172	9,521	<b>1,997,693</b>
Interest Income	110,000	6,000	8,000	1,151	160	<b>125,311</b>
Miscellaneous	0	0	0	0	0	<b>0</b>
<b>Total Revenues</b>	<b>6,602,692</b>	<b>356,000</b>	<b>258,000</b>	<b>1,389,323</b>	<b>9,681</b>	<b>8,615,696</b>
<b>EXPENDITURES</b>						
Highways & Streets	0	0	0	0	0	<b>0</b>
Public Safety	6,170,612	90,400	89,250	142,472	11,055	<b>6,503,789</b>
Land Acquisition, Capital Improvements and Other	0	0	98,678	1,280,880	0	<b>1,379,558</b>
<b>Total Expenditures</b>	<b>6,170,612</b>	<b>90,400</b>	<b>187,928</b>	<b>1,423,352</b>	<b>11,055</b>	<b>7,883,347</b>
Revenues over/(under) Expenditures	432,080	265,600	70,072	(34,029)	(1,374)	<b>732,349</b>
<b>OTHER FINANCING SOURCES AND USES</b>						
Transfers In	0	0	0	34,029	0	<b>34,029</b>
Transfers Out	0	0	0	0	0	<b>0</b>
	0	0	0	34,029	0	<b>34,029</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	432,080	265,600	70,072	0	(1,374)	<b>766,378</b>
<b>FUND BALANCE AT JUNE 30, 2009</b>	<b>2,093,054</b>	<b>658,706</b>	<b>334,285</b>	<b>0</b>	<b>0</b>	<b>3,086,045</b>

14) That the City of Farmington Hills adopts the 2009/10 Debt Service Fund Budgets as follows:

<b>DEBT SERVICE FUNDS SUMMARY</b>
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	General Debt Service Fund #301	Building Authority Fund #662	Special Assessment Funds	Total Debt Service Funds
<b>FUND BALANCE AT JULY 1, 2009</b>	<b>633,273</b>	<b>153,880</b>	<b>3,197,120</b>	<b>3,984,273</b>
<b>REVENUES</b>				
Income from Assessments and Other	140,000	0	3,113,410	<b>3,253,410</b>
Interest income	30,000	2,000	200,000	<b>232,000</b>
Intergovernmental Revenues	121,236	0	0	<b>121,236</b>
Debt levy	2,233,463	0	0	<b>2,233,463</b>
<b>Total Revenues</b>	<b>2,524,699</b>	<b>2,000</b>	<b>3,313,410</b>	<b>5,840,109</b>
<b>EXPENDITURES</b>				
Bond principal payments	1,250,789	675,000	585,000	<b>2,510,789</b>
Interest and fiscal charges	421,985	446,925	64,553	<b>933,463</b>
Misc. and construction	1,000	1,000	200,000	<b>202,000</b>
<b>Total Expenditures</b>	<b>1,673,774</b>	<b>1,122,925</b>	<b>849,553</b>	<b>3,646,252</b>
Revenues over/(under) Expenditures	850,925	(1,120,925)	2,463,857	<b>2,193,857</b>
<b>OTHER FINANCING SOURCES AND USES</b>				
Transfers In				
-from General Debt Fund	0	1,121,925	0	<b>1,121,925</b>
-from Major Roads	0	0	0	<b>0</b>
Total Transfers In	0	1,121,925	0	<b>1,121,925</b>
Transfers Out				
- to Building Authority	(1,121,925)	0	0	<b>(1,121,925)</b>
- to Capital Improvement	0	0	0	<b>0</b>
- to Major Roads	0	0	0	<b>0</b>
- to Local Roads	0	0	(2,463,857)	<b>(2,463,857)</b>
Total Transfers out	(1,121,925)	0	(2,463,857)	<b>(3,585,782)</b>
<b>Total Other Financing Sources and Uses</b>	<b>(1,121,925)</b>	<b>1,121,925</b>	<b>(2,463,857)</b>	<b>(2,463,857)</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(271,000)	1,000	0	<b>(270,000)</b>
<b>FUND BALANCE AT JUNE 30, 2010</b>	<b>362,273</b>	<b>154,880</b>	<b>3,197,120</b>	<b>3,714,273</b>

## GENERAL DEBT SERVICE FUND

FUND NUMBER: 301

Acct. No. Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>FUND BALANCE AT JULY 1</b>	<b>434,582</b>	<b>487,793</b>	<b>464,644</b>	<b>475,752</b>	<b>633,273</b>	<b>633,273</b>
<b>REVENUES</b>						
(403) Debt Service Levy	2,732,131	2,807,866	2,379,369	2,379,369	2,233,463	2,233,463
(642) Oakland County Credit - Caddell Drain	0	87,804	0	0	0	0
Oakland County Credit - Minnow Pond	0	0	0	127,814	0	0
Oakland County Credit - Pebble Creek	0	0	0	79,565	0	0
Oakland County Credit - Ten Mile	0	0	0	90,089	0	0
(664) Interest Income	87,270	78,180	60,000	60,000	30,000	30,000
(655) Contribution from Farmington - Court	0	0	0	104,570	121,236	121,236
(655) District Court Building Fund	151,952	146,469	140,000	140,000	140,000	140,000
<b>Total Revenues</b>	<b>2,971,353</b>	<b>3,120,319</b>	<b>2,579,369</b>	<b>2,981,407</b>	<b>2,524,699</b>	<b>2,524,699</b>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>						
	<b>2,971,353</b>	<b>3,120,319</b>	<b>2,579,369</b>	<b>2,981,407</b>	<b>2,524,699</b>	<b>2,524,699</b>
<b>EXPENDITURES</b>						
GENERAL DEBT ISSUES:						
(990) Interest:						
Pebble Creek Drain	27,958	23,972	19,044	18,700	13,046	13,046
Minnow Pond	166,540	136,017	104,484	103,800	72,008	72,008
Caddell Erosion - 1994	33,054	30,376	27,377	27,377	23,987	23,987
Farmington Hills Golf Club	326,169	321,668	317,444	317,444	312,944	312,944
Total	553,721	512,033	468,349	467,321	421,985	421,985
(995) Principal:						
Pebble Creek Drain	180,700	212,322	198,770	198,770	194,253	194,253
Minnow Pond	681,920	758,419	753,557	753,557	787,589	787,589
Caddell Erosion - 1994	126,621	122,784	118,947	118,947	118,947	118,947
Farmington Hills Golf Club	150,000	150,000	150,000	150,000	150,000	150,000
Total	1,139,241	1,243,525	1,221,274	1,221,274	1,250,789	1,250,789
<b>TOTAL GENERAL DEBT</b>	<b>1,692,962</b>	<b>1,755,558</b>	<b>1,689,623</b>	<b>1,688,595</b>	<b>1,672,774</b>	<b>1,672,774</b>
(996) Miscellaneous Expense	37	953	1,000	975	1,000	1,000
<b>Total Expenditures</b>	<b>1,692,999</b>	<b>1,756,511</b>	<b>1,690,623</b>	<b>1,689,570</b>	<b>1,673,774</b>	<b>1,673,774</b>



Acct. No.	Category and Line Item	2006/07 Actual	2007/08 Actual	2008/09 Budgeted	2008/09 Estimated	2009/10 Proposed	2009/10 Adopted
<b>OTHER FINANCING USES</b>							
(202)	Contribution to Major Roads	323,450	307,650	0	0	0	0
(905)	Contribution to Building Authority						
	Interest:						
	Refunding Bond - 2003 DPW/Fire	75,766	70,073	63,691	63,691	58,100	58,100
	47th District Court	250,983	106,839	92,491	107,000	90,200	90,200
	47th District Court - Refunding	(23,936)	270,527	260,484	298,625	298,625	298,625
	Total	302,813	447,439	416,666	469,316	446,925	446,925
	Principal:						
	Refunding Bond - 2003 DPW/Fire	260,000	275,000	265,000	265,000	175,000	175,000
	47th District Court	338,880	345,760	348,080	400,000	500,000	500,000
	47th District Court - Refunding	0	0	0	0	0	0
	Total	598,880	620,760	613,080	665,000	675,000	675,000
	Total Contribution to Building Auth.	901,693	1,068,199	1,029,746	1,134,316	1,121,925	1,121,925
	<b>Total Other Financing Uses</b>	1,225,143	1,375,849	1,029,746	1,134,316	1,121,925	1,121,925
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>		<b>2,918,142</b>	<b>3,132,360</b>	<b>2,720,369</b>	<b>2,823,886</b>	<b>2,795,699</b>	<b>2,795,699</b>
	Revenues Over/(Under) Expenditures	53,211	(12,041)	(141,000)	157,521	(271,000)	(271,000)
<b>FUND BALANCE AT JUNE 30</b>		<b>487,793</b>	<b>475,752</b>	<b>323,644</b>	<b>633,273</b>	<b>362,273</b>	<b>362,273</b>

## DEBT SERVICE FUNDS SUMMARY

15) That the FY 2008/09 Debt Service Fund Budget be amended to the following estimated revenues and projected actual expenditures in the budget document submitted for FY 2009/10:

	General Debt Service Fund #301	Building Authority Fund #662	Special Assessment Funds	<b>Total Debt Service Funds</b>
<b>FUND BALANCE AT JULY 1, 2008</b>	<b>475,752</b>	<b>150,855</b>	<b>3,197,120</b>	<b>3,823,727</b>
<b>REVENUES</b>				
Income from Assessments and Other	437,468	0	3,327,307	<b>3,764,775</b>
Interest income	60,000	4,000	250,000	<b>314,000</b>
Intergovernmental Revenues	104,570	0	0	<b>104,570</b>
Debt levy	2,379,369	0	0	<b>2,379,369</b>
<b>Total Revenues</b>	<b>2,981,407</b>	<b>4,000</b>	<b>3,577,307</b>	<b>6,562,714</b>
<b>EXPENDITURES</b>				
Bond principal payments	1,221,274	665,000	780,000	<b>2,666,274</b>
Interest and fiscal charges	467,321	469,316	92,410	<b>1,029,047</b>
Misc. and construction	975	975	50,000	<b>51,950</b>
<b>Total Expenditures</b>	<b>1,689,570</b>	<b>1,135,291</b>	<b>922,410</b>	<b>3,747,271</b>
Revenues over/(under) Expenditures	1,291,837	(1,131,291)	2,654,897	<b>2,815,443</b>
<b>OTHER FINANCING SOURCES AND USES</b>				
Proceeds from Bond Sale	0	0	0	<b>0</b>
Transfers In				
-from Parks Special Millage	0	0	0	<b>0</b>
-from General Debt Fund	0	1,134,316	0	<b>1,134,316</b>
-from Major Roads	0	0	0	<b>0</b>
Total Transfers In	0	1,134,316	0	<b>1,134,316</b>
Transfers Out				
- to SAD Revolving	0	0	0	<b>0</b>
- to Building Authority	(1,134,316)	0	0	<b>(1,134,316)</b>
- to Major Roads	0	0	0	<b>0</b>
- to Local Roads	0	0	(2,654,897)	<b>(2,654,897)</b>
Total Transfers out	(1,134,316)	0	(2,654,897)	<b>(3,789,213)</b>
<b>Total Other Financing Sources and Uses</b>	<b>(1,134,316)</b>	<b>1,134,316</b>	<b>(2,654,897)</b>	<b>(2,654,897)</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	157,521	3,025	0	<b>160,546</b>
<b>FUND BALANCE AT JUNE 30, 2009</b>	<b>633,273</b>	<b>153,880</b>	<b>3,197,120</b>	<b>3,984,273</b>

- 16) That the Retainer paid to the City's Corporation Counsel be \$ 14,194 per month as contained in the FY 2009/10 Budget Document.
- 17) That the City Council amends the Ice Arena Enterprise Fund Budget for FY 2008/09 and adopts the FY 2009/10 Ice Arena Enterprise Fund Budget as follows:

	2008/09 Amended Budget	2009/10 Budget
<b>REVENUES</b>		
Ice Sessions	1,215,955	1,220,730
Pro-Shop Revenue	5,000	5,000
Concession Stand Revenue	178,400	183,900
Miscellaneous	55,700	59,200
Interest Income	2,000	1,000
Contribution from General Fund	225,000	170,000
Contribution from Parks Millage	0	150,000
<b>TOTAL REVENUES</b>	<b>1,682,055</b>	<b>1,789,830</b>
<b>EXPENDITURES</b>		
Administrative	1,027,040	1,060,377
Concession Stand	127,717	130,420
Pro-Shop	1,500	1,500
Other Expenses	395,738	379,238
<b>TOTAL EXPENDITURES</b>	<b>1,551,995</b>	<b>1,571,535</b>
<b>NET INCOME</b>	<b>130,060</b>	<b>218,295</b>

- 18) That the City Council hereby adopt the following fee schedule for the Ice Arena Enterprise Fund for FY 2009/10:

	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2009-10</b>
	<b>Fees</b>	<b>Fees</b>	<b>Fees</b>	<b>Fees</b>	<b>Increase</b>
<b>Ice Rental</b>					
Prime Ice	\$255.00	\$255.00	\$260.00	\$260.00	\$0.00
Non-Prime	\$185.00	\$185.00	\$185.00	\$185.00	\$0.00
Skate Rental	\$2.50	\$2.50	\$2.50	\$2.50	\$0.00
<b>Public Skating</b>					
Lunch Hour Skate	\$2.00	\$2.00	\$2.00	\$2.00	\$0.00
Resident	\$7.00	\$3.50	\$3.50	\$3.50	\$0.00
Non-Resident	\$5.00	\$5.00	\$5.00	\$5.00	\$0.00
Resident Pass (10 PPD)	\$60.00	\$30.00	\$30.00	\$30.00	\$0.00
Non-Resident Pass (10 PPD)	\$90.00	\$45.00	\$45.00	\$45.00	\$0.00
<b>Learn to Skate (eight classes)</b>					
30-Min. Resident	\$63.00	\$63.00	\$65.00	\$65.00	\$0.00
30-Min Non-Resident	\$73.00	\$73.00	\$75.00	\$75.00	\$0.00
50-Min. Resident	\$89.00	\$89.00	\$92.00	\$92.00	\$0.00
50-Min. Non-Resident	\$99.00	\$99.00	\$102.00	\$102.00	\$0.00
<b>Drop-In Hockey (Adult)</b>	\$8.00	\$8.00	\$8.00	\$8.00	\$0.00
<b>Drop-In Hockey (Adult-Pass 5 PPD)</b>	\$40.00	\$40.00	\$40.00	\$40.00	\$0.00
<b>Drop-In Hockey (Youth)</b>	\$5.00	\$5.00	\$5.00	\$5.00	\$0.00
<b>Figure Skating</b>					
30-Min. Resident	\$4.00	\$4.00	\$4.50	\$4.50	\$0.00
30-Min Non-Resident	\$4.50	\$4.50	\$5.00	\$5.00	\$0.00
50-Min. Resident	\$7.50	\$7.50	\$8.00	\$8.00	\$0.00
50-Min. Non-Resident	\$8.50	\$8.50	\$9.00	\$9.00	\$0.00
Drop-In 50-Min	\$10.00	\$10.00	\$12.00	\$12.00	\$0.00
Drop-In 30-Min	\$6.00	\$6.00	\$7.00	\$7.00	\$0.00
Drop-In (Pass 6 PPD) 50-Min	\$57.00	\$57.00	\$69.00	\$69.00	\$0.00
Drop-In (Pass 6 PPD) 30-Min	\$34.50	\$34.50	\$40.50	\$40.50	\$0.00
<b>Meeting Room</b>					
Full Size	\$50.00	\$50.00	\$50.00	\$50.00	\$0.00
Half Room	\$40.00	\$40.00	\$40.00	\$40.00	\$0.00

- 19) That the City Council hereby adopt the following fee adjustment for the Farmington Hills Golf Club for FY 2009/10:

**Senior/Junior Resident 18 hole weekday** – Current rate \$20 no cart  
New rate \$25 with a cart

**Senior/Junior Non-Resident 18 hole weekday**  
Recommended weekday rates - 9 holes \$15, 18 holes \$25. (cart extra)

(Our junior rate is for ages 17 and under, and our senior rate 60 and over).

# YOUR 2008 TAX DOLLAR

Based on Farmington Schools Homestead Rate

**County**  
**14.20%**

**Education \***  
**59.14%**

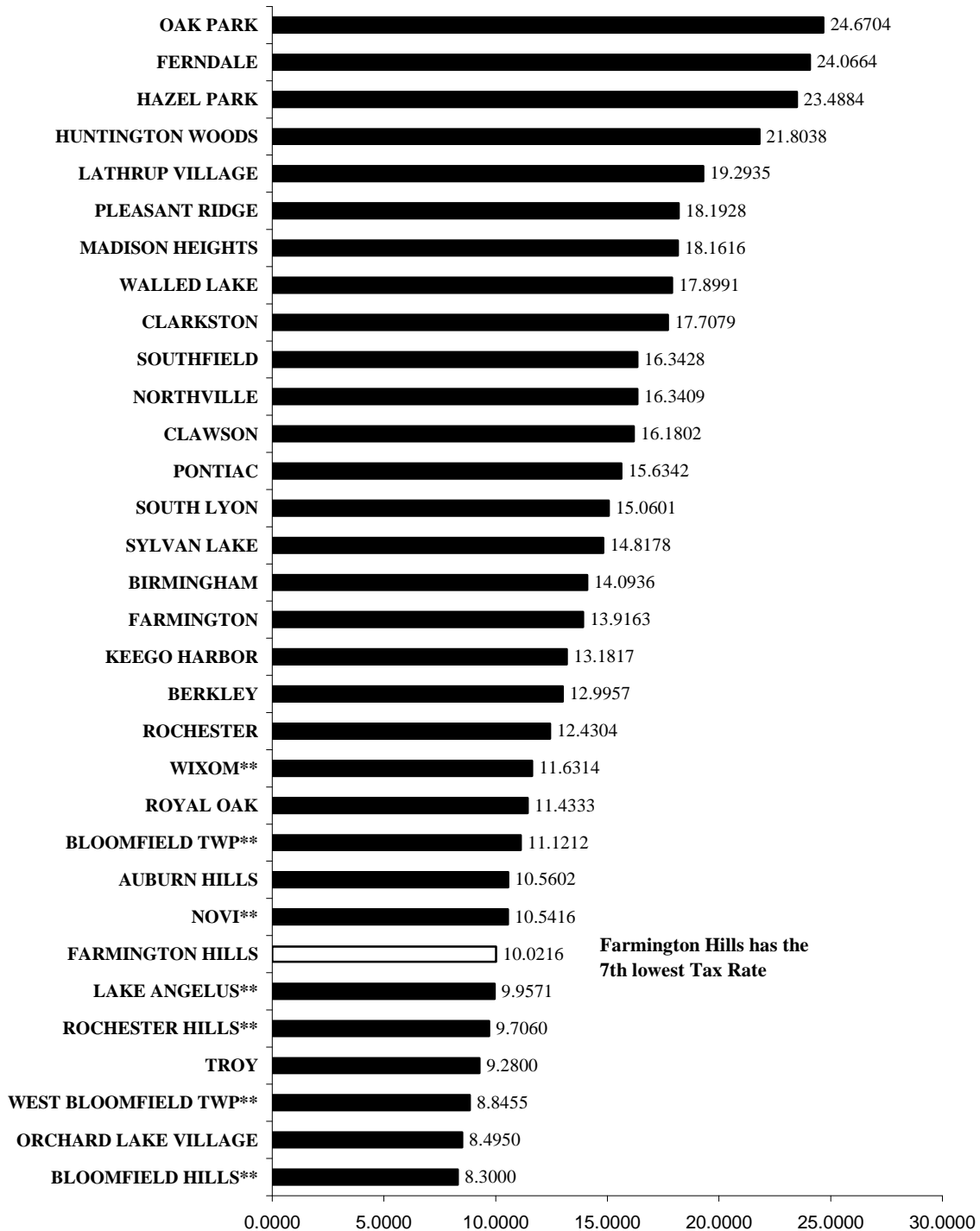
**City**  
**26.66%**



\* Farmington Schools – Oakland Intermediate Schools – Oakland Community College – Farmington Hills Library

# 2008 Local Unit Tax Rates

## For all Cities and Major Townships in Oakland County



\*\* Does Not Include Refuse Collection

Note: The above rates do not include the transportation millage.

**2008 Tax Comparison For All Local Units of Governments  
in Oakland County**

	2008 Millage Rate	2008 Taxable Value	2008 City Taxes
SOUTHFIELD	16.3428	3,752,556,640	61,327,283
TROY	9.2800	5,562,596,010	51,620,891
FARMINGTON HILLS	10.0216	4,411,543,260	44,210,722
BLOOMFIELD TOWNSHIP	11.1212	3,948,259,831	43,909,387
NOVI	10.5416	3,582,448,240	37,764,736
WEST BLOOMFIELD TWSP.	8.8455	4,183,812,200	37,007,911
ROCHESTER HILLS	9.7060	3,742,654,190	36,326,202
BIRMINGHAM	14.0936	2,100,386,533	29,602,008
ROYAL OAK	11.4333	2,455,393,430	28,073,250
AUBURN HILLS	10.5602	2,290,661,390	24,189,842
PONTIAC	15.6342	1,472,949,920	23,028,394
MADISON HEIGHTS	18.1616	1,207,191,170	21,924,523
OAK PARK	24.6704	728,574,330	17,974,220
FERNDALE	24.0664	650,809,480	15,662,641
WIXOM	11.6314	878,809,750	10,221,788
ROCHESTER	12.4304	770,822,930	9,581,637
HAZEL PARK	23.4884	345,542,700	8,116,245
BLOOMFIELD HILLS	8.3000	897,045,090	7,445,474
HUNTINGTON WOODS	21.8038	323,814,230	7,060,381
BERKLEY	12.9957	534,407,938	6,945,005
CLAWSON	16.1802	408,484,640	6,609,363
SOUTH LYON	15.0601	401,329,860	6,044,068
FARMINGTON	13.9163	419,820,960	5,842,354
WALLED LAKE	17.8991	255,616,850	4,575,312
LATHRUP VILLAGE	19.2935	189,353,180	3,653,286
ORCHARD LAKE	8.4950	394,399,250	3,350,422
NORTHVILLE	16.3409	175,333,758	2,865,111
PLEASANT RIDGE	18.1928	133,331,350	2,425,671
SYLVAN LAKE	14.8178	105,523,320	1,563,623
KEEGO HARBOR	13.1817	115,894,820	1,527,691
CLARKSTON	17.7079	48,217,370	853,828
LAKE ANGELUS	9.9571	69,662,380	693,635

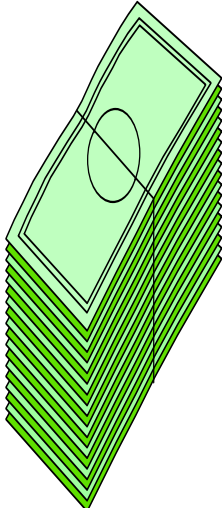
Source: Oakland County Equalization Department

<b>Tax Rate History &amp; FY 2009/10 Rate</b>							
<b>Including Taxable Value History</b>							

Fiscal Year			Operating	Drains & Capital	Debt Service	Parks Millage	Public Safety	Total Millage	Taxable Value
1978	-	1979	8.0000	1.0000				9.0000	\$502,439,100
1979	-	1980	8.3150		0.6850			9.0000	\$580,609,000
1980	-	1981	7.9720		0.5280			8.5000	\$741,683,000
1981	-	1982	8.0600		0.4400			8.5000	\$858,901,200
1982	-	1983	7.4360		0.3895			7.8255	\$950,936,472
1983	-	1984	7.4191		0.4064			7.8255	\$942,892,700
1984	-	1985	7.3193	0.3000	0.3807			8.0000	\$996,159,938
1985	-	1986	7.3713	0.5976	0.8311			8.8000	\$1,114,045,950
1986	-	1987	7.4290	1.6500	0.7377	0.5000		10.3167	\$1,248,645,175
1987	-	1988	6.7134	1.0752	1.0110	0.4586		9.2582	\$1,527,023,800
1988	-	1989	7.2680	0.6929	0.9990	0.4401		9.4000	\$1,776,746,200
1989	-	1990	6.8480	0.6512	0.9173	0.4137		8.8302	\$1,991,576,400
1990	-	1991	6.7254	0.9682	0.7864	0.3910		8.8710	\$2,212,260,950
1991	-	1992	6.6743	0.9575	0.7392	0.5000		8.8710	\$2,352,777,050
1992	-	1993	6.6844	0.9575	0.7242	0.5000		8.8661	\$2,420,872,700
1993	-	1994	6.8765	1.0078	0.6806	0.5000		9.0649	\$2,506,273,650
1994	-	1995	7.0564	0.4799	1.1046	0.5000		9.1409	\$2,593,603,150
1995	-	1996	7.1654	0.3954	1.1042	0.5000		9.1650	\$2,679,658,850
1996	-	1997	7.2193	0.3764	1.0693	0.5000	1.0000	10.1650	\$2,789,185,490
1997	-	1998	7.2193	0.4466	0.9991	0.5000	1.0000	10.1650	\$2,925,139,920
1998	-	1999	7.2193	0.5769	0.8688	0.5000	1.0000	10.1650	\$3,073,823,680
1999	-	2000	7.2193	0.6665	0.7830	0.4987	0.9975	10.1650	\$3,216,893,800
2000	-	2001	7.2193	0.6777	0.7785	0.4965	0.9930	10.1650	\$3,336,712,530
2001	-	2002	7.2193	0.7190	0.7432	0.4944	0.9891	10.1650	\$3,519,079,040
2002	-	2003	7.2193	0.7192	0.8117	0.4905	0.9814	10.2221	\$3,694,788,600
2003	-	2004	7.5705	0.3916	0.7932	0.4888	0.9780	10.2221	\$3,828,737,050
2004	-	2005	7.7142	0.3413	0.7014	0.4883	0.9769	10.2221	\$3,955,091,460
2005	-	2006	6.9452	0.4800	0.6318	0.4882	0.9769	9.5221	\$4,120,595,630
2006	-	2007	6.9408	0.4800	0.6362	0.4882	1.4764	10.0216	\$4,294,168,850
2007	-	2008	6.9423	0.4800	0.6347	0.4882	1.4764	10.0216	\$4,438,529,490
2008	-	2009	7.0368	0.4800	0.5402	0.4882	1.4764	10.0216	\$4,411,543,260
2009	-	2010	7.0408	0.4800	0.5362	0.4882	1.4764	10.0216	\$4,165,008,570



**CITY PROPERTY TAX LEVIES AND COLLECTIONS  
LAST TEN FISCAL YEARS**

	<b>Fiscal Year June 30</b>	<b>Total City Tax Levy</b>	<b>Current Collections</b>	<b>Percent of Levy Collected</b>
	2009	43,935,043	42,294,352	96.20%
	2008	44,275,683	42,889,157	96.86%
	2007	42,813,720	41,829,579	97.70%
	2006	41,391,842	40,586,343	98.00%
	2005	40,705,555	39,853,303	97.90%
	2004	39,165,401	38,305,987	97.81%
	2003	37,737,279	36,904,869	97.70%
	2002	35,771,438	34,932,994	97.66%
	2001	33,894,509	33,300,139	98.25%
	2000	32,658,074	32,112,752	98.33%

Source: Farmington Hills Treasury Department

**TOTAL PROPERTY TAX MILLAGE RATES  
LAST TEN FISCAL YEARS**

Fiscal Year Ended June 30	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
Operating	7.2193	7.2193	7.2193	7.2193	7.5705	7.7142	6.9452	6.9408	6.9423	7.0368
Drains & Capital	0.6777	.6777	.7190	.7192	.3916	.3413	.4800	.4800	.4800	.4800
Debt Service	0.7785	.7785	.7432	.8117	.7932	.7014	.6318	.6362	.6347	.5402
Parks	0.4965	.4965	.4944	.4905	.4888	.4883	.4882	.4882	.4882	.4882
Public Safety	0.9930	.9930	.9891	.9814	.9780	.9769	.9769	1.4764	1.4764	1.4764
<b>Total City</b>	<b>10.1650</b>	<b>10.1650</b>	<b>10.1650</b>	<b>10.2221</b>	<b>10.2221</b>	<b>10.2221</b>	<b>9.5221</b>	<b>10.0216</b>	<b>10.0216</b>	<b>10.0216</b>

Farmington Schools	14.0071	13.2614	12.8633	12.4459	11.8783	11.5466	11.1596	10.6511	10.1784	9.6915
Clarenceville Schools	3.6827	4.7395	4.5920	4.7548	4.7114	4.5763	4.3392	5.1766	5.1324	5.0892
Walled Lake Schools	7.8520	8.0982	7.9538	7.4728	7.5248	7.0548	6.8970	6.7841	6.6700	6.5722
State Education	6.0000	6.0000	6.0000	6.000	5.0000	6.000	6.0000	6.0000	6.0000	6.0000
Oakland Comm. College	1.6295	1.6109	1.5952	1.6090	1.5983	1.5889	1.5844	1.5844	1.5844	1.5844
Schoolcraft Comm. College	1.8444	1.8311	1.8193	1.8043	1.8024	1.7967	1.7967	1.7967	1.7967	1.7467
Oakland Inter. Schools	2.0998	2.0752	3.4526	3.4224	3.3991	3.3789	3.3690	3.3690	3.3690	3.3690
Oakland County	4.6522	4.6478	4.6438	4.6523	4.6497	4.6476	4.6461	4.6461	4.6461	4.6461
Library	0.5985	0.5958	.5933	0.5887	.5866	.5856	1.5856	1.5856	1.5856	1.5856
O. C. P. T. A.	0.3270	0.3236	.3207	0.6000	.5974	.5962	.5950	.5900	.5900	.5900

<b>Total Farmington Schools</b>	<b>39.4791</b>	<b>38.6796</b>	<b>39.6339</b>	<b>39.5404</b>	<b>37.9315</b>	<b>38.5659</b>	<b>38.4618</b>	<b>38.4478</b>	<b>37.9751</b>	<b>37.5882</b>
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<b>Total Clarenceville Schools</b>	<b>29.3692</b>	<b>30.3779</b>	<b>31.5667</b>	<b>32.0446</b>	<b>30.9687</b>	<b>31.8034</b>	<b>31.8537</b>	<b>33.1856</b>	<b>33.1414</b>	<b>33.1988</b>
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<b>Total Walled Lake Schools</b>	<b>33.3240</b>	<b>33.5164</b>	<b>34.7044</b>	<b>34.5673</b>	<b>32.5780</b>	<b>34.0741</b>	<b>34.1997</b>	<b>34.5808</b>	<b>34.4667</b>	<b>34.4667</b>
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**PROPERTY TAX LEVIES  
LAST TEN FISCAL YEARS**

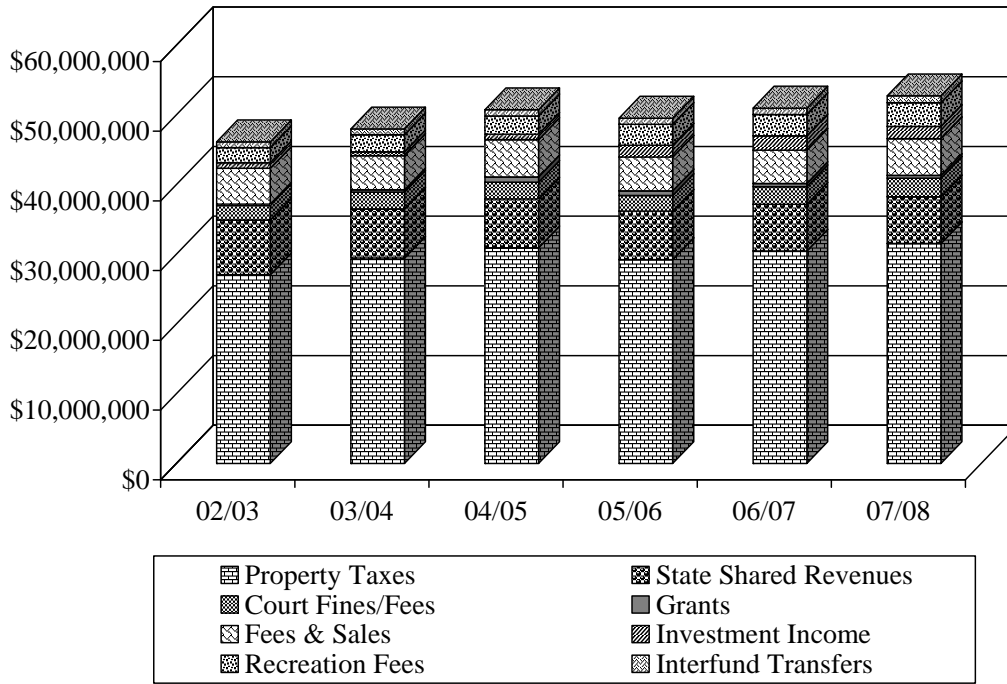
Fiscal Year Ended June 30	City Tax *	School Tax	County Tax	Community College Tax	Intermediate School Tax	State Education Tax	Library	OCTPA	Zoo Authority	Total
2009	44,468,705	57,569,188	20,368,664	6,971,627	14,769,813	25,696,309	6,951,326	2,586,581	739,862	179,822,075
2008	44,821,168	60,650,873	20,526,342	7,025,151	14,884,331	26,550,430	7,005,141	2,606,510		184,069,946
2007	43,356,131	59,586,932	19,848,809	6,792,877	14,392,854	25,632,865	6,773,912	2,520,565		178,904,945
2006	41,586,343	58,658,315	19,065,034	6,524,559	13,824,588	24,621,080	6,506,379	2,441,439		173,227,737
2005	40,705,555	57,462,866	18,381,532	6,304,891	13,363,709	23,730,549	2,315,953	2,357,875		164,622,930
2004	39,165,401	56,533,365	17,785,705	6,133,325	13,002,031	19,126,131	2,243,729	2,285,039		156,274,726
2003	37,737,279	55,815,451	17,175,056	5,958,330	12,634,592	22,150,407	2,173,324	2,215,041		155,859,480
2002	35,771,438	54,241,172	16,341,899	5,633,444	12,149,972	21,114,474	2,087,870	1,128,569		148,468,838
2001	33,894,509	52,165,252	15,497,846	5,389,911	6,919,566	20,006,880	1,986,535	1,078,489		136,939,388
2000	32,658,074	51,812,983	14,946,571	5,252,855	6,746,230	19,276,777	1,922,859	1,050,584		133,666,933
1999	31,195,930	50,243,601	14,290,283	5,066,619	6,508,640	18,413,731	1,841,373	1,012,755		128,572,932
1998	29,725,049	48,796,641	14,089,059	4,846,677	6,226,908	17,545,528		965,004		122,194,866

- \* 2004 City Tax includes Brownfield Authority Capture of \$ 63,855
- \* 2005 City Tax includes Brownfield Authority Capture of \$ 277,885
- \* 2006 City Tax includes Brownfield Authority Capture of \$ 414,911
- \* 2007 City Tax includes Brownfield Authority Capture of \$ 542,411
- \* 2008 City Tax includes Brownfield Authority Capture of \$ 545,485
- \* 2009 City Tax includes Brownfield Authority Capture of \$ 533,662

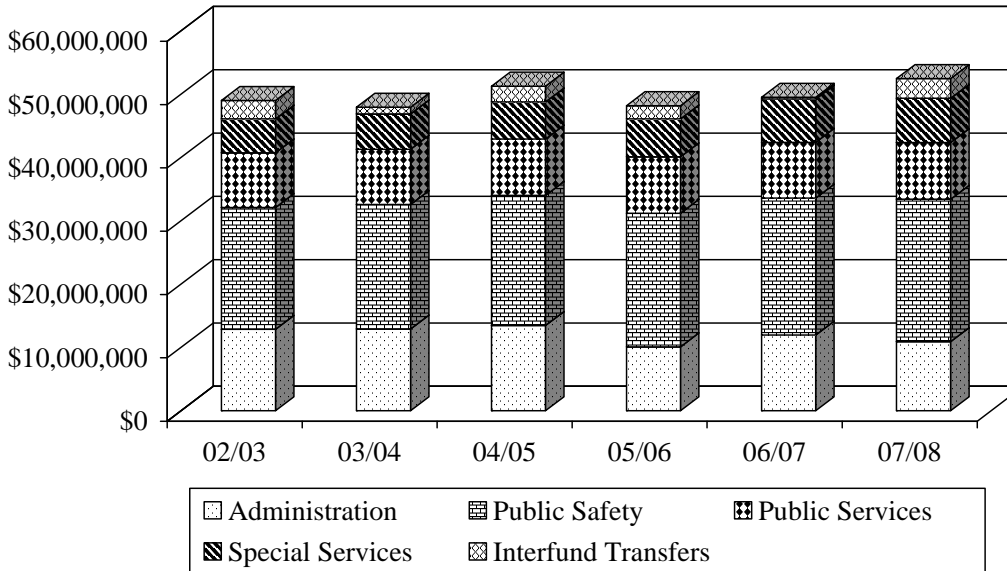
<b>General Fund</b>						
<b>Revenues by Source</b>						
<b>Fiscal 02/03 Through Fiscal 07/08</b>						
	<b>02/03</b>	<b>03/04</b>	<b>04/05</b>	<b>05/06</b>	<b>06/07</b>	<b>07/08</b>
Property Taxes	\$27,061,927	29,462,182	30,921,815	29,249,047	30,470,668	31,539,600
State Shared Revenues	\$7,868,621	7,047,458	7,001,464	6,932,486	6,719,632	6,719,665
Court Fines/Fees	\$2,087,250	2,406,864	2,405,720	2,262,481	2,498,603	2,667,589
Grants	\$190,711	339,179	786,122	653,203	450,727	392,072
Fees & Sales	\$5,139,206	4,900,682	5,350,046	4,850,533	4,795,916	5,274,312
Investment Income	\$789,978	538,666	760,104	1,699,399	2,054,329	1,766,133
Recreation Fees	\$2,161,716	2,454,971	2,634,918	3,003,900	3,045,932	3,389,288
Interfund Transfers	\$832,868	834,540	869,824	883,318	936,879	982,670
<b>Total Revenues</b>	<b>46,132,277</b>	<b>47,984,542</b>	<b>50,730,013</b>	<b>49,534,367</b>	<b>50,972,686</b>	<b>52,731,329</b>

<b>General Fund</b>						
<b>Expenditures by Function</b>						
<b>Fiscal 02/03 through 07/08</b>						
	<b>02/03</b>	<b>03/04</b>	<b>04/05</b>	<b>05/06</b>	<b>06/07</b>	<b>07/08</b>
Administration	\$12,858,189	12,918,528	13,480,195	10,102,470	11,937,774	10,918,107
Public Safety	\$19,242,031	19,640,291	20,534,992	21,085,582	21,641,868	22,480,849
Public Services	\$8,639,197	8,743,993	8,901,646	8,908,706	8,807,109	8,955,316
Special Services	\$5,332,284	5,586,899	5,851,002	6,002,851	6,841,552	6,996,253
Interfund Transfers	\$2,921,980	1,050,000	2,500,000	2,080,000	270,000	3,125,000
<b>Total Expenditures</b>	<b>48,993,681</b>	<b>47,939,711</b>	<b>51,267,835</b>	<b>48,179,609</b>	<b>49,498,303</b>	<b>52,475,525</b>

## General Fund Revenues by Source



## General Fund Expenditures by Function



## CONSOLIDATED BUDGET SUMMARY

	2006/07 Actual Expenditures	2007/08 Actual Expenditures	2008/09 Adopted Budget	2008/09 Projected Actuals	2009/10 Adopted Budget
<b>FUND BALANCE AT JULY 1</b>	<b>36,689,076</b>	<b>40,330,590</b>	<b>36,737,540</b>	<b>42,720,503</b>	<b>41,900,088</b>
<b>REVENUES</b>					
Property Taxes	43,648,072	45,132,374	44,791,119	44,834,729	42,431,147
Intergovernmental	14,310,154	13,721,199	15,044,090	18,241,499	17,129,079
Charges for Service	7,577,190	8,448,157	8,770,997	8,719,570	8,708,411
Debt Service Revenue	665,456	672,854	4,095,163	3,467,307	3,253,410
Interest Income	3,586,980	3,025,688	1,718,100	1,521,011	1,152,200
Fines and Forfeitures	2,498,603	2,667,589	2,600,000	2,650,000	2,650,000
Enterprise Revenues	1,460,260	1,456,177	1,529,881	1,455,055	1,468,830
Miscellaneous	983,011	895,714	475,400	602,442	660,443
<b>Total Revenues</b>	<b>74,729,726</b>	<b>76,019,752</b>	<b>79,024,750</b>	<b>81,491,613</b>	<b>77,453,520</b>
<b>EXPENDITURES</b>					
Boards and Commissions	2,760,841	3,203,119	3,273,286	3,263,468	3,124,202
General Government	9,176,933	7,714,988	8,476,646	8,250,645	8,464,983
Public Safety	27,908,281	28,877,144	30,163,491	29,842,307	29,436,512
Planning & Community Dev.	2,131,882	2,184,295	2,400,300	2,237,391	2,258,901
Public Services	6,675,227	6,771,021	7,186,562	6,864,197	6,795,730
Special Services	6,841,552	6,996,253	7,008,368	7,250,563	6,926,222
Highways and Streets	6,252,668	8,790,213	13,550,714	13,375,339	14,341,049
Land Acquisition, Capital Improvements and Other	2,704,684	4,071,433	10,954,350	5,486,102	12,841,177
Debt Service Principal	3,103,121	2,999,285	2,614,354	2,666,274	2,510,789
Debt Service Interest	1,236,722	1,268,358	1,133,163	1,184,785	1,074,701
Enterprise Expenses - Ice Arena	1,365,600	1,358,223	1,417,556	1,396,257	1,430,297
<b>Total Expenditures</b>	<b>70,157,511</b>	<b>74,234,332</b>	<b>88,178,790</b>	<b>81,817,328</b>	<b>89,204,563</b>
Revenues over/(under) Expenditures	4,572,215	1,785,420	(9,154,040)	(325,715)	(11,751,043)
<b>OTHER FINANCING SOURCES AND USES</b>					
Proceeds from Bond Sale	6,916,604	0	0	0	0
Bond Issuance & Transfers	(7,073,254)	0	0	0	0
Transfers In	3,358,997	7,825,686	9,159,025	9,333,140	9,258,905
Transfers Out	(4,133,048)	(7,221,193)	(9,653,725)	(9,827,840)	(9,258,905)
Total	(930,701)	604,493	(494,700)	(494,700)	0
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	3,641,514	2,389,913	(9,648,740)	(820,415)	(11,751,043)
<b>FUND BALANCE AT JUNE 30</b>	<b>40,330,590</b>	<b>42,720,503</b>	<b>27,088,800</b>	<b>41,900,088</b>	<b>30,149,045</b>

**CONSOLIDATED BUDGET SUMMARY  
GENERAL FUND**

	2006/07 Actual Expenditures	2007/08 Actual Expenditures	2008/09 Adopted Budget	2008/09 Projected Actuals	2009/10 Adopted Budget
<b>FUND BALANCE AT JULY 1</b>	<b>16,945,948</b>	<b>18,420,331</b>	<b>15,732,012</b>	<b>18,676,135</b>	<b>17,019,517</b>
<b>REVENUES</b>					
Property Taxes	30,470,668	31,539,600	31,671,654	31,715,264	30,001,992
Intergovernmental	7,170,359	7,111,737	6,619,500	7,138,389	6,720,111
Charges for Service	7,577,190	8,448,157	8,770,997	8,719,570	8,708,411
Interest Income	2,054,329	1,766,133	975,000	750,000	600,000
Fines and Forfeitures	2,498,603	2,667,589	2,600,000	2,650,000	2,650,000
Miscellaneous	264,658	215,443	215,000	195,000	145,000
<b>Total Revenues</b>	<b>50,035,807</b>	<b>51,748,659</b>	<b>50,852,151</b>	<b>51,168,223</b>	<b>48,825,514</b>
<b>EXPENDITURES</b>					
Boards & Commissions	2,760,841	3,203,119	3,273,286	3,263,468	3,124,202
General Government	9,176,933	7,714,988	8,476,646	8,250,645	8,464,983
Public Safety	21,641,868	22,480,849	23,624,672	23,239,840	22,721,491
Planning & Community Development	2,131,882	2,184,295	2,400,300	2,237,391	2,258,901
Public Services	6,675,227	6,771,021	7,186,562	6,864,197	6,795,730
Special Service	6,841,552	6,996,253	7,008,368	7,250,563	6,926,222
<b>Total Expenditure</b>	<b>49,228,303</b>	<b>49,350,525</b>	<b>51,969,834</b>	<b>51,106,104</b>	<b>50,291,529</b>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	807,504	2,398,134	(1,117,683)	62,119	(1,466,015)
<b>OTHER FINANCING SOURCES (USES)</b>					
Operating Transfers In	936,879	982,670	1,017,399	1,006,263	1,120,520
Operating Transfers Out	(270,000)	(3,125,000)	(2,650,000)	(2,725,000)	(2,670,000)
<b>Total</b>	<b>666,879</b>	<b>(2,142,330)</b>	<b>(1,632,601)</b>	<b>(1,718,737)</b>	<b>(1,549,480)</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	1,474,383	255,804	(2,750,284)	(1,656,618)	(3,015,495)
<b>FUND BALANCE AT JUNE 30</b>	<b>18,420,331</b>	<b>18,676,135</b>	<b>12,981,728</b>	<b>17,019,517</b>	<b>14,004,022</b>

**CONSOLIDATED BUDGET SUMMARY  
SPECIAL REVENUE FUNDS**

	2006/07 Actual Expenditures	2007/08 Actual Expenditures	2008/09 Adopted Budget	2008/09 Projected Actuals	2009/10 Adopted Budget
<b>FUND BALANCE AT JULY 1</b>	<b>14,581,131</b>	<b>17,446,904</b>	<b>16,536,627</b>	<b>19,892,102</b>	<b>20,437,699</b>
<b>REVENUES</b>					
Property Taxes	10,445,273	10,784,908	10,740,096	10,740,096	10,195,692
Intergovernmental	7,139,795	6,609,462	8,424,590	10,701,072	10,287,732
Interest Income	1,074,589	908,596	463,600	455,011	319,200
Miscellaneous	718,353	680,271	260,400	407,442	515,443
<b>Total Revenues</b>	<b>19,378,010</b>	<b>18,983,237</b>	<b>19,888,686</b>	<b>22,303,621</b>	<b>21,318,067</b>
<b>EXPENDITURES</b>					
Highways & Streets	6,252,668	8,790,213	13,550,714	13,375,339	14,341,049
Public Safety	6,266,413	6,396,295	6,538,819	6,602,467	6,715,021
Land Acquisition, Capital Improvements and Other	2,690,168	4,057,350	10,452,350	5,434,152	12,639,177
<b>Total Expenditures</b>	<b>15,209,249</b>	<b>19,243,858</b>	<b>30,541,883</b>	<b>25,411,958</b>	<b>33,695,247</b>
Revenues over/(under) Expenditures	4,168,761	(260,621)	(10,653,197)	(3,108,337)	(12,377,180)
<b>OTHER FINANCING SOURCES AND USES</b>					
Proceeds from Bond Sale	0	0	0	0	0
Transfers In	1,026,975	5,342,167	6,961,880	6,967,561	6,696,460
Transfers Out	(2,329,963)	(2,636,348)	(3,191,226)	(3,313,627)	(3,003,123)
<b>Total</b>	<b>(1,302,988)</b>	<b>2,705,819</b>	<b>3,770,654</b>	<b>3,653,934</b>	<b>3,693,337</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	2,865,773	2,445,198	(6,882,543)	545,597	(8,683,843)
<b>FUND BALANCE AT JUNE 30</b>	<b>17,446,904</b>	<b>19,892,102</b>	<b>9,654,084</b>	<b>20,437,699</b>	<b>11,753,856</b>



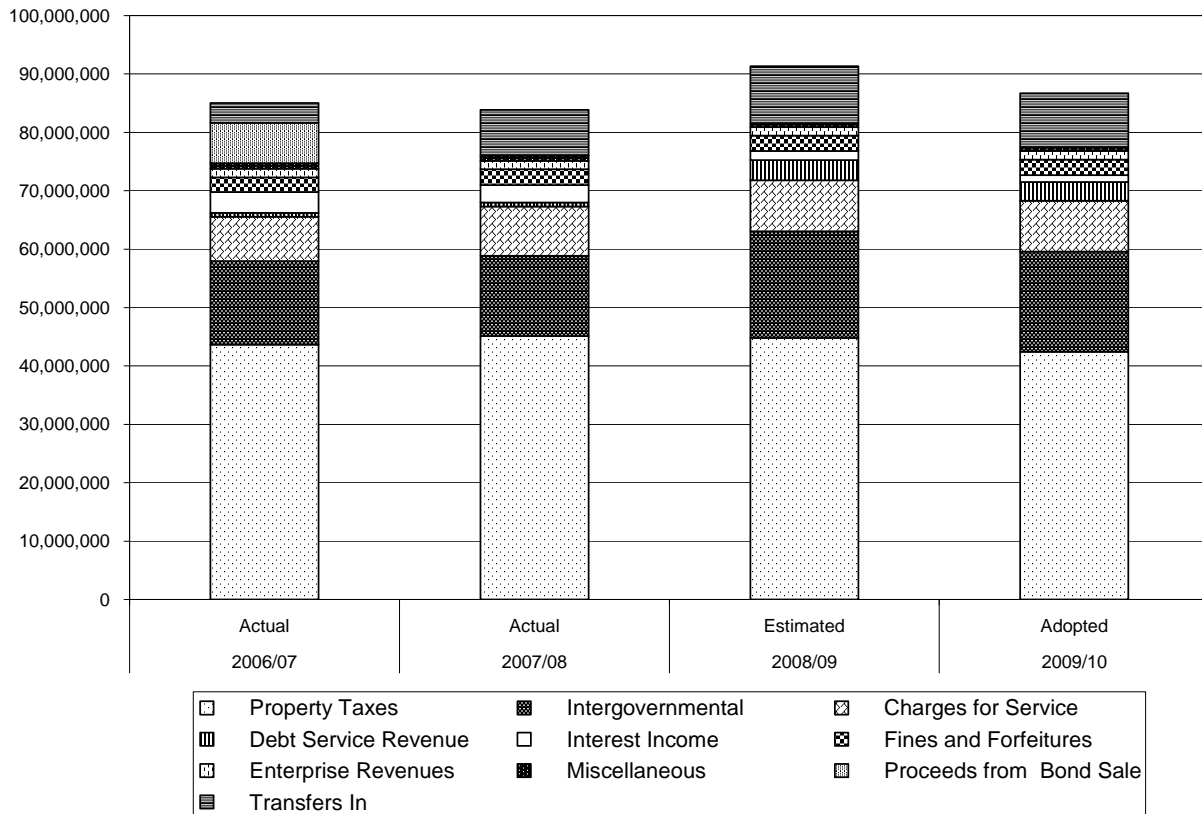
**CONSOLIDATED BUDGET SUMMARY  
DEBT SERVICE FUNDS**

	2006/07 Actual Expenditures	2007/08 Actual Expenditures	2008/09 Adopted Budget	2008/09 Projected Actuals	2009/10 Adopted Budget
<b>FUND BALANCE AT JULY 1</b>	<b>4,975,367</b>	<b>4,191,744</b>	<b>4,141,934</b>	<b>3,823,727</b>	<b>3,984,273</b>
<b>REVENUES</b>					
Income from Assessments and Other	665,456	672,854	4,095,163	3,467,307	3,253,410
Contribution from Other Gov.	0	0	0	402,038	121,236
Interest Income	452,633	346,528	274,000	314,000	232,000
Debt Levy	2,732,131	2,807,866	2,379,369	2,379,369	2,233,463
<b>Total Revenues</b>	<b>3,850,220</b>	<b>3,827,248</b>	<b>6,748,532</b>	<b>6,562,714</b>	<b>5,840,109</b>
<b>EXPENDITURES</b>					
Bond Principal Payment	3,103,121	2,999,285	2,614,354	2,666,274	2,510,789
Interest and Fiscal Charge	1,051,614	1,097,901	977,425	1,029,047	933,463
Misc. and Construction	14,516	14,083	502,000	51,950	202,000
<b>Total Expenditures</b>	<b>4,169,251</b>	<b>4,111,269</b>	<b>4,093,779</b>	<b>3,747,271</b>	<b>3,646,252</b>
Revenues over/(under) Expenditures	(319,031)	(284,021)	2,654,753	2,815,443	2,193,857
<b>OTHER FINANCING SOURCES AND USES</b>					
Proceeds from Bond Sale	6,916,604	0	0	0	0
Bond Issuance & Transfers	(7,073,254)	0	0	0	0
Transfers In	1,225,143	1,375,849	1,029,746	1,134,316	1,121,925
Transfers Out	(1,533,085)	(1,459,845)	(3,812,499)	(3,789,213)	(3,585,782)
<b>Total</b>	<b>(464,592)</b>	<b>(83,996)</b>	<b>(2,782,753)</b>	<b>(2,654,897)</b>	<b>(2,463,857)</b>
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	(783,623)	(368,017)	(128,000)	160,546	(270,000)
<b>FUND BALANCE AT JUNE 30</b>	<b>4,191,744</b>	<b>3,823,727</b>	<b>4,013,934</b>	<b>3,984,273</b>	<b>3,714,273</b>

<b>CONSOLIDATED BUDGET SUMMARY</b>
<b>ENTERPRISE FUND</b>

	2006/07 Actual Expenditures	2007/08 Actual Expenditures	2008/09 Adopted Budget	2008/09 Projected Actuals	2009/10 Adopted Budget
<b>RETAINED EARNINGS AT JULY 1</b>	<b>186,630</b>	<b>271,611</b>	<b>326,967</b>	<b>328,539</b>	<b>458,599</b>
<b>REVENUES</b>					
Enterprise Revenue	1,460,260	1,456,177	1,529,881	1,455,055	1,468,830
Interest Income	5,429	4,431	5,500	2,000	1,000
<b>Total Revenues</b>	<b>1,465,689</b>	<b>1,460,608</b>	<b>1,535,381</b>	<b>1,457,055</b>	<b>1,469,830</b>
<b>EXPENDITURES</b>					
Debt Service	185,108	170,457	155,738	155,738	141,238
Enterprise Expenses - Ice Arena	1,365,600	1,358,223	1,417,556	1,396,257	1,430,297
<b>Total Expenditures</b>	<b>1,550,708</b>	<b>1,528,680</b>	<b>1,573,294</b>	<b>1,551,995</b>	<b>1,571,535</b>
Revenues over/(under) Expenses	(85,019)	(68,072)	(37,913)	(94,940)	(101,705)
<b>OTHER FINANCING</b>					
<b>SOURCES AND USES</b>					
Operating Transfers In	170,000	125,000	150,000	225,000	320,000
Excess Revenues and Other Financing Sources over/(under) Expenditures and Other Uses	84,981	56,928	112,087	130,060	218,295
<b>RETAINED EARNINGS AT JUNE 30</b>	<b>271,611</b>	<b>328,539</b>	<b>439,054</b>	<b>458,599</b>	<b>676,894</b>

## REVENUE AND FINANCIAL SOURCES TRENDS CONSOLIDATED BUDGETS



### PROPERTY TAXES

The major source of revenue for all budgetary funds is property taxes. For 2009/10, property taxes will total \$42,431,127 or 48.9%. The City's tax rate for 09/10 is 10.0216.

### INTERGOVERNMENTAL REVENUES

Revenues from other governmental agencies are budgeted to be \$17,129,079 or 19.75% of all revenues for 2009/10. In 2008/09, it was \$15,708,144. These amounts are based on estimates provided by the State of Michigan, which is still experiencing depressed economic conditions.

### TRANSFERS

Interfund transfers for 2009/10 will total \$9,258,905 or 10.68% of total budgeted revenues. The majority of these transfers are received in the special revenue funds to facilitate projects and programs as they occur. Being as these transfers are on an as-needed basis, the amounts will fluctuate from year to year.

### BOND PROCEEDS

In 2006/07, the City sold bonds in the amount of \$6,555,000. These proceeds were used to fund the construction and improvement of the Farmington Hills Golf Club. Bond issues do not occur every year, therefore, there are fluctuations between years.



## General Fund Balance Fiscal 2002/03 Through Fiscal 2007/08

	02/03	03/04	04/05	05/06	06/07	07/08
Reserved Fund Balance	2,455,421	2,261,661	2,171,865	2,109,393	1,768,931	1,817,933
Designated Fund Balance	7,868,365	6,499,057	6,509,560	8,001,698	10,795,304	7,492,754
Reserved & Designated Total Fund Balance	10,323,786	8,760,718	8,681,425	10,111,081	12,564,235	9,310,687
Undesignated Fund Balance	5,760,395	7,368,294	6,909,763	6,834,857	5,856,093	9,365,446
<b>TOTAL FUND BALANCES</b>	<b>16,084,181</b>	<b>16,129,012</b>	<b>15,591,188</b>	<b>16,549,948</b>	<b>18,420,328</b>	<b>18,676,133</b>

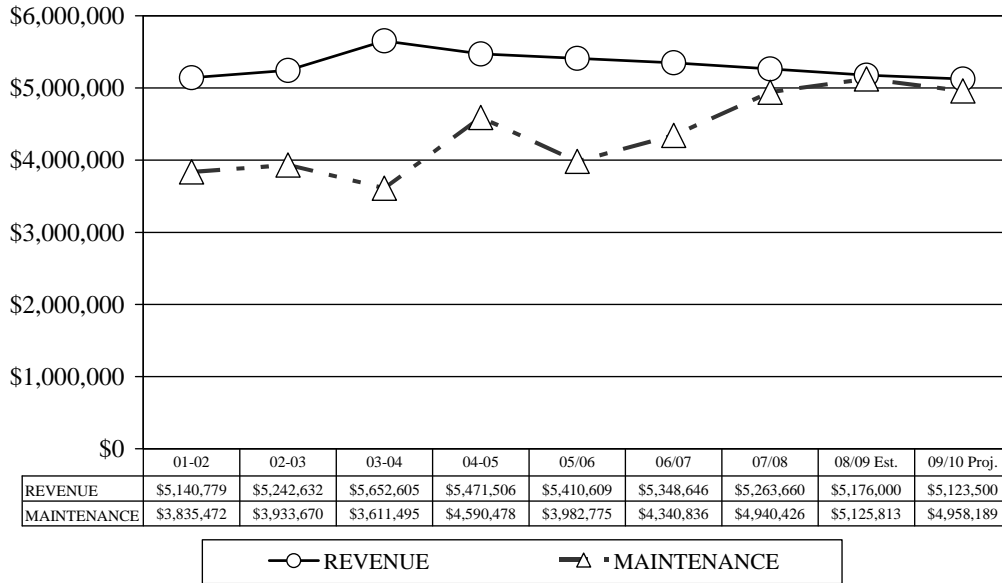
Designated Fund Balances have been accumulated in anticipation of capital projects which have had extended lead-time for engineering, design and are multi-year construction programs.

## General Fund Undesignated Fund Balance Compared to Annual Expenditures Fiscal 2002/03 through Fiscal 2007/08

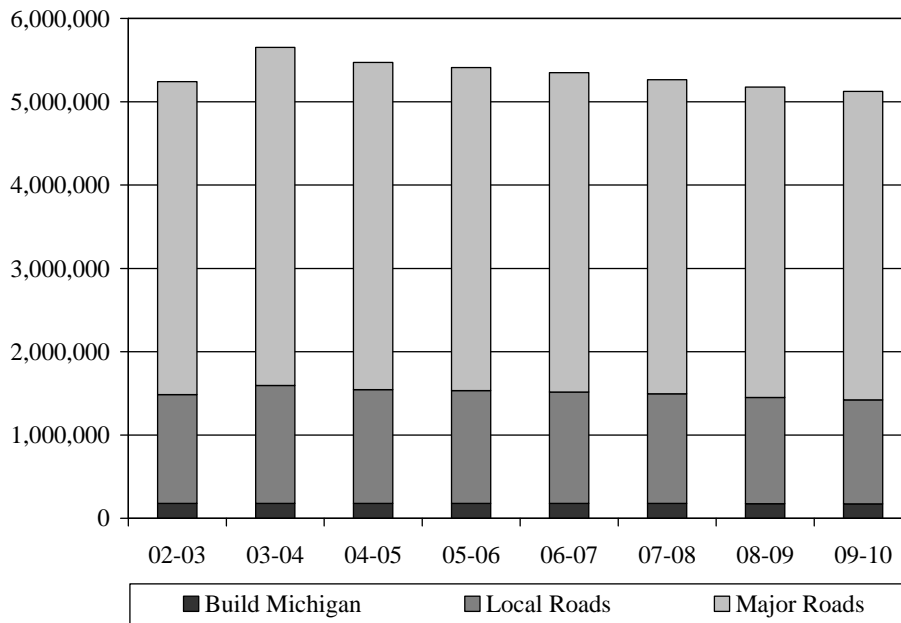
	02/03	03/04	04/05	05/06	06/07	07/08
Undesignated Fund Balance	5,760,395	7,368,294	6,909,763	6,834,897	5,856,093	9,365,446
Annual Expenditures	48,993,689	47,939,711	51,267,837	48,179,616	49,498,313	52,475,533
Undesignated Fund Balance as a percentage of expenditures	11.76%	15.37%	13.48%	14.19%	11.83%	17.85%

## MAJOR & LOCAL ROAD

### STATE SHARED REVENUE VS. MAINTENANCE



## GAS AND WEIGHT TAX HISTORY



<b>Road Fund Summary of Revenue &amp; Expenditures FY 2009/10</b>
---

Category	Major Roads	Local Roads	Eliminate Transfers Between Road Funds	Total Road Funds
<b>Revenues</b>				
Gas & Weight Funds (Act 51)	3,828,000	1,295,500	0	5,123,500
Contributions From Other Funds	370,000	3,050,460	0	3,420,460
Contributions From Other Governments	332,512	0	0	332,512
Federal and State Grants	3,514,000	0	0	3,514,000
Transfer From Major Roads	0	710,000	(710,000)	0
Interest Income	14,000	3,000	0	17,000
Miscellaneous Income	322,000	0		322,000
Appropriation From Fund Balance	1,608,879	2,698	0	1,611,577
<b>Total Revenues</b>	<b>9,989,391</b>	<b>5,061,658</b>	<b>(710,000)</b>	<b>14,341,049</b>
<b>Expenditures</b>				
Construction	6,317,400	3,065,460	0	9,382,860
Routine Maintenance	1,992,391	1,659,198	0	3,651,589
Traffic Services Maintenance	371,700	62,000	0	433,700
Winter Maintenance	486,000	250,000	0	736,000
Admin., Records, Engineering	111,900	25,000	0	136,900
Total Maintenance	2,961,991	1,996,198	0	4,958,189
Transfer To Local Roads	710,000	0	(710,000)	0
Bond Principal & interest	0	0	0	0
<b>Total Expenditures</b>	<b>9,989,391</b>	<b>5,061,658</b>	<b>(710,000)</b>	<b>14,341,049</b>

**PARK GRANTS  
1978 - 2008**

<b>SITE</b>	<b>PROJECT</b>	<b>FUND</b>	<b>LOCAL SHARE</b>	<b>GRANT RECEIVED</b>	<b>TOTAL FUNDS</b>
<b>1978</b> San Marino Golf Course	Construction of maintenance building	Land & Water Conservation Fund	105,000	105,000	210,000
<b>1983</b> Heritage Park	Acquisition of 211 acres	Kammer Trust Fund	800,000	1,200,000	2,000,000
<b>1987</b> Pioneer Park	Development of Athletic Fields at 15 acre site	Land & Water Conservation Fund	155,000	155,000	310,000
<b>1987</b> Heritage Park	Development of 3 picnic areas, outdoor classroom, 2 miles of paved handicapped trails & parking areas	Michigan Natural Resources Trust Fund	195,000	195,000	390,000
<b>1988</b> Heritage Park	Development of boardwalk & paved trail, outdoor arboretum, renovation of Visitor Center	Michigan Natural Resources Trust Fund	100,000	300,000	400,000
<b>1989</b> Heritage Park	Development of Day Camp Center	Recreation Bond Program	62,500	187,500	250,000
<b>1990</b> Woodland Hills	Acquisition of 74 acres	Michigan Natural Resources Trust Fund	220,000	661,200	881,200
<b>1991</b> Founders Sports Park	Acquisition of 85 acres	Michigan Natural Resources Trust Fund	1,890,000	2,000,000 (This was split into two grants in consecutive years)	3,890,000
<b>1996</b> Founders Sports Park	Development of 3 new soccer fields	Recreation Bond Program	586,000	100,000	686,000
<b>1997</b> Founders Sports Park	Improve park storm drain Pond	Michigan Dept. of Transportation	105,000	240,000	345,000
<b>1999</b>	Acquisition of 15.38 acres	Michigan Natural Resources Trust Fund	299,000	351,000	650,000
<b>2000</b>	Development of a Nature Center at Heritage Park	Michigan Natural Resource Trust Fund	200,000 Split between Schools & City	240,000	440,000

# Building Permits at Market Value

Ten Year History 1999-2008



## Residential

Year	New Construction		Additions & Improvements		Total Value
	Number	Value	Number	Value	
1999	211	27,420,665	1,319	9,369,529	36,790,194
2000	166	26,569,184	1,552	8,970,409	35,539,593
2001	147	29,169,491	1,576	8,241,983	37,411,474
2002	83	12,099,300	1,555	10,729,397	22,828,697
2003	108	19,476,862	1,275	22,729,161	42,206,023
2004	184	34,607,070	1,423	10,119,638	44,726,708
2005	119	26,238,412	1,238	7,577,929	33,816,341
2006	28	6,131,736	1,119	7,717,196	13,848,932
2007	29	6,048,965	1,336	6,425,830	12,474,795
2008	9	2,897,272	211	3,714,370	6,611,642

## Commercial

1999	19	8,296,180	169	15,979,000	24,275,180
2000	24	38,520,190	157	18,380,621	56,900,811
2001	9	36,302,003	145	13,504,356	49,806,359
2002	15	35,225,169	200	37,688,815	72,913,984
2003	10	18,960,000	135	22,818,301	41,778,301
2004	24	9,237,550	256	28,946,921	38,184,471
2005	6	14,941,512	168	23,360,330	38,301,842
2006	5	4,362,091	140	13,551,264	17,913,355
2007	8	2,584,392	160	24,966,680	27,551,072
2008	5	4,784,200	173	27,979,274	32,763,474

Source: Building Division records



## RETIREMENT BENEFIT COSTS

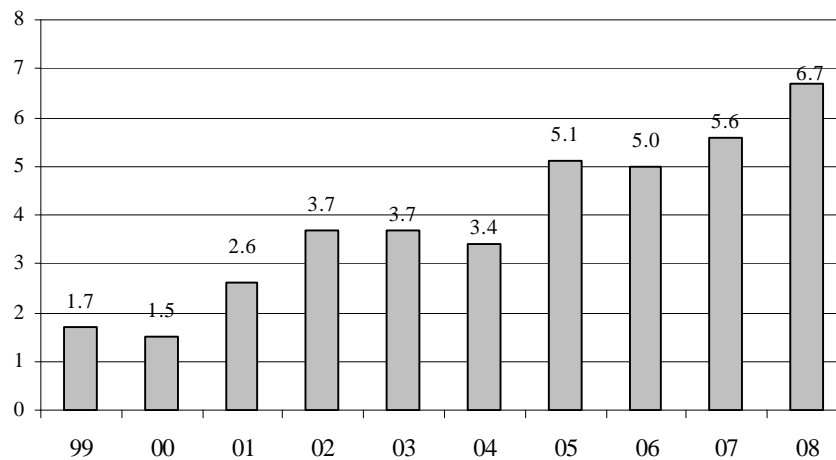
Fiscal Year	Valuation Date	Active Members	Contribution as % of Pay		Dollar Contribution	Actuarial Un-funded Accrued Liability
<b>Basic Pension Benefits</b>						
07-08	12/31/05	416	15.29		3,767,273	11,267,890
06-07	12/31/04	414	14.80		3,389,124	3,867,960
05-06	12/31/03	419	13.55	*	2,909,330	725,658
04-05	12/31/03	419	10.75	@	2,387,541	725,658
03-04	12/31/03	419	10.27		2,318,001	725,658
02-03	12/31/02	424	10.27	# @	2,262,014	3,177,365
01-02	12/31/01	415	8.06	#	1,696,924	(2,940,680)
00-01	12/31/00	408	7.19	#	1,438,356	(3,534,496)
99-00	12/31/99	411	7.79		1,501,521	(1,819,473)
98-99	12/31/98	398	7.53	#	1,365,104	(2,618,667)
<b>Post Retirement Health Care Benefits</b>						
07-08	12/31/05	416	12.49		3,051,388	18,624,433
06-07	12/31/04	414	12.02		2,741,840	18,921,001
05-06	12/31/03	419	12.21	*	2,714,840	22,815,863
04-05	12/31/03	419	11.20	@	2,555,472	22,815,863
03-04	12/31/03	419	10.94		2,481,041	22,815,863
02-03	12/31/02	424	10.94	# @	2,414,285	21,195,973
01-02	12/31/01	415	8.19	# @	1,722,464	11,606,755
00-01	12/31/00	408	5.62	@	1,129,061	6,469,988
99-00	12/31/99	411	5.45	#	1,052,691	6,300,292
98-99	12/31/98	398	4.79		867,933	5,504,653
<b>Total Pension &amp; Post Retirement Benefits</b>						
07/08	12/31/05	416	27.78		6,818,661	29,892,283
06-07	12/31/04	414	26.82		6,130,258	22,788,961
05-06	12/31/03	419	25.76	*	5,624,170	23,541,521
04-05	12/31/03	419	21.95	@	4,943,013	23,541,521
03-04	12/31/03	419	21.21		4,799,042	23,541,521
02-03	12/31/02	424	21.21	# @	4,676,299	24,373,338
01-02	12/31/01	415	16.25		3,419,388	8,666,075
00-01	12/31/00	408	12.81	# @	2,567,417	2,935,492
99-00	12/31/99	411	13.24	#	2,554,212	4,480,819
98-99	12/31/98	398	12.32	#	2,233,037	2,885,986
@ Actuarial Assumptions Revised    # Benefits Amended    *Changed Fiscal Year to end June 30 (Assets Exceed Liabilities)						

# COMMUNITY DEMOGRAPHIC STATISTICS

## Last Ten Fiscal Years

<u>Year</u>	<u>Population (1)</u>	<u>Number of Households</u>	<u>School Enrollment</u>	<u>Annual Average Unemployment Rate</u>
1999	81,620	32,588	11,716	1.7
2000	82,111	33,559	11,791	1.5
2001	81,970	33,656	11,928	2.6
2002	83,500	33,714	12,065	3.7
2003	82,274	33,854	12,059	3.7
2004	81,058	33,615	12,158	3.4
2005	80,895	33,676	12,154	5.1
2006	80,486	33,650	12,162	5.0
2007	80,280	33,754	12,023	5.6
2008	79,327	33,412	12,018	6.7

## Annual Average Unemployment Rate Last 10 Years



Source: SEMCOG, Farmington School District, and the Michigan Department of Labor and Economic Growth

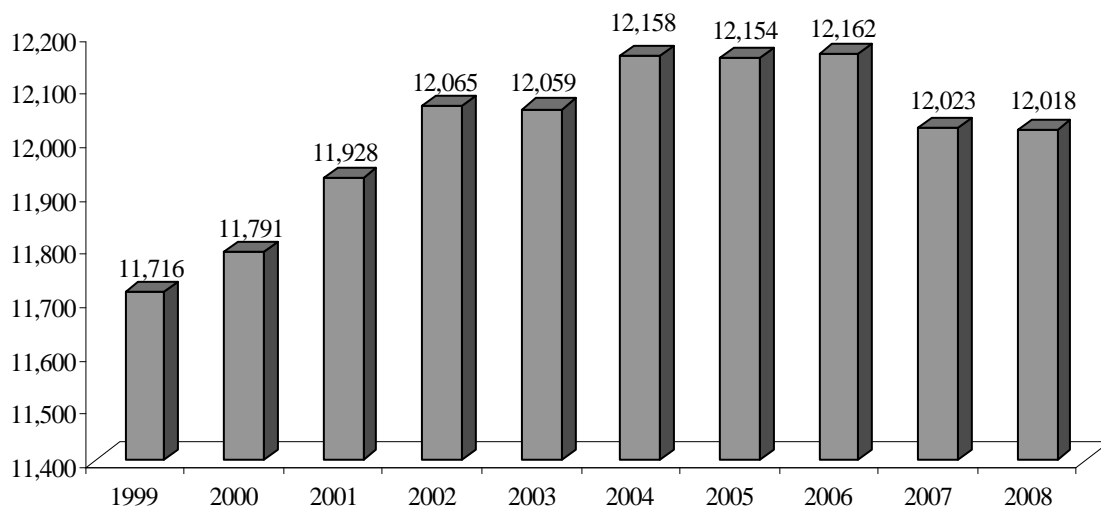
### Educational Opportunities

#### Public Education

The Farmington Public School District serves students from Farmington, Farmington Hills, and a portion of West Bloomfield.

Number of students in 2007-2008	12,018	<u>Number of Buildings</u>	
		Elementary	13
Number of highly qualified teachers	100%	Middle School	4
		High School	3
		Other Buildings	6
		TOTAL	<u>26</u>

Farmington School District School Enrollment Last 10 Years



#### Private/Parochial Schools

- Hillel Day - K-9
- The International School
- The Maria Montessori Center
- Mercy High School 9-12
- St. Fabian 1-9
- Steppingstone

#### Colleges and Universities

- Oakland Community College
- Wayne State University
- The Center for Humanistic Studies
- Michigan School for Professional Psychology

Source: Farmington School District Annual Report, CAFR and Web Site

## Community Information

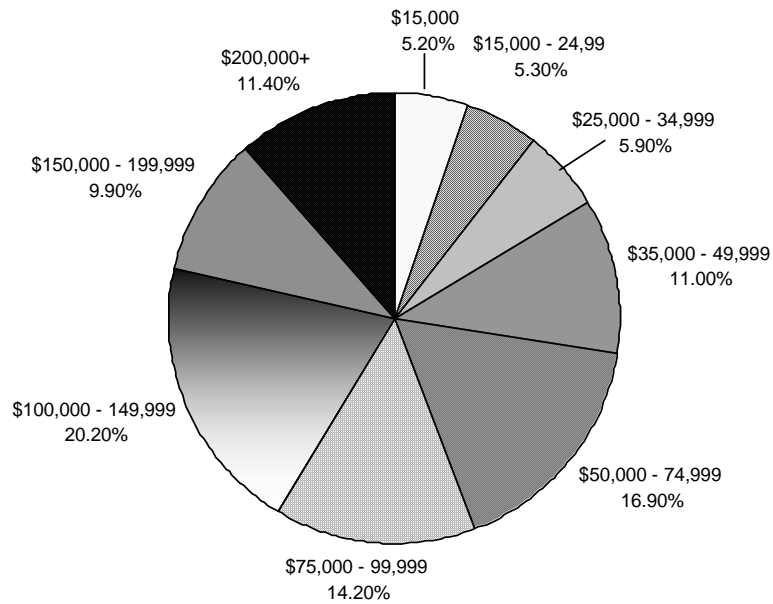
### COMMUNITY INFORMATION

6,000 businesses  
Over 82,000 residents  
More than 75 Fortune 500 Companies  
More than 170 foreign-owned firms  
17 business parks with a total of 836 acres  
High-tech facilities and premier office space available  
School District serves families who represent more than 85 languages

### HOUSEHOLD INCOME\*

Median Household Income \$83,378  
Per Capita Income \$47,644  
Median Home Value \$280,314

### 2007 Household by Income\*



\*Source: ESRI 2007 Forecast

**Community Demographic Statistics**

**CITY OF FARMINGTON HILLS, MICHIGAN  
2009 TOP TWENTY  
PRINCIPAL TAXPAYERS**

COMPANY NAME	PRODUCT / SERVICE	REAL ASSESSED VALUATION	PERSONAL ASSESSED VALUATION	TOTAL ASSESSED VALUATION	PERCENT OF TOTAL CITY VALUATION
Oakland Management Co. FH Corp. Investors (Kojaian)	Property management	81,789,490	98,680	81,888,170	1.91
Robert Bosch Corp.	Property management	58,193,130	0	58,193,130	1.35
Nissan Corp.	Automotive research & dev.	17,252,420	25,408,980	42,661,400	0.99
Detroit Edison	Automotive research & dev.	25,644,890	13,229,630	38,874,520	0.90
Arboretum Development	Public utility	980,440	24,952,720	25,933,160	0.60
Green Hill Apts. Aimco (Independence Green)	Office complex	24,321,340	0	24,321,340	0.57
Ramco/Lion Venture LP	Apartment complex	22,755,480	0	22,755,480	0.53
Frankel, Stuart	Apartment complex	22,171,250	0	22,171,250	0.52
North Orchard Plaza	Property management	18,637,920	1,030,950	19,668,870	0.46
Hartman & Tyner	Property management	19,339,130	0	19,339,130	0.45
Chrysler Financial Corp.	Property management	18,457,950	0	18,457,950	0.43
Haggerty Road I & II LLC	Apartment complex	18,457,770	0	18,457,770	0.43
Waldman, Saul	Financing	12,714,120	5,279,610	17,993,730	0.42
Edward Rose Bldg. Co. Transwestern Great Lakes LP	Industrial property mgmt	17,819,740	0	17,819,740	0.41
Kaftan Enterprises	Property management	15,243,670	0	15,243,670	0.35
Akebono Brake Systems	Apartment property mgmt	14,114,840	0	14,114,840	0.33
Gatefarm Ltd Partnership	Office property mgmt	13,212,900	2,150	13,215,050	0.31
	Property management	12,216,220	0	12,216,220	0.28
	Engineering	4,920,350	7,087,380	12,007,730	0.28
	Apartment property mgmt	11,996,040	0	11,996,040	0.28
<b>TOTAL</b>		<b>430,239,090</b>	<b>77,090,100</b>	<b>507,329,190</b>	<b>11.80</b>

## Community Demographic Statistics

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### City of Farmington Hills, Michigan

#### Miscellaneous Statistical Data

June 30, 2008

#### Public Works

Miles of City Streets	
Major Streets	58
Local Streets	245
Number of refuse stops	22,987

#### Police Protection

Group A crimes per 1,000 population (1)	51.89
Group B crimes per 1,000 population (2)	18.53
Burglary	
Residential	243
Commercial	101
Physical Arrest	
Juvenile	201
Adult	3,693
Traffic Violations	16,310
Dispatched Runs	37,975

#### Fire Protection

Stations	5
Number of incidents	7,060
# of Emergency Medical incidents	4,237
Fire Inspections conducted	102
Public Education Programs	94
Fire loss	\$4,469,795

#### 47th District Court

Cases filed	34,361
Cases disposed	37,235

#### Parks and Recreation

Developed Municipal parks	8
Park Acreage	629
Golf Rounds Played	44,341
Senior Adult Programs	
Senior program participation	107,748
Senior meals served	89,364
Transportation rides provided	38,827
Recreation Programs	2,495
Recreation programs offered	2,825
Volunteer hours	2,650

#### Community Library

Items checked out	1,272,317
Library visitors	729,576
Requests for information	204,337
Total book collection	210,000
Library programs	1,380
Program attendance	45,714

#### Planning and Development

Building permits issued	1,281
Certificates of Occupancy	1,293
Building Inspections	3,763

#### Election Data

New voter registrations	5,629
Voters at last Presidential Election	44,688

(1) Murder, criminal sexual conduct, robbery, aggravated assault, burglary, larceny, arson, motor vehicle theft.

(2) Malicious destruction of property, disorderly conduct, assault, family trouble, etc.

Source: Various Departments and Divisions of the City

## **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.

**ADA – AMERICANS WITH DISABILITIES ACT** - provides for equal opportunities for disabled persons.

**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.

**AED** Automatic External Defibrillator

**ALS** - Advanced Life Support

**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.

**AVL** Automatic Vehicle Locator

**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.

## **Glossary of Terms**

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**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 preparation and adoption of the budget.

**BUDGET POLICIES** – General and specific guidelines that govern financial plan preparation and administration.

**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.

**C.B.R.N.E. TRAINING** – Chemical, biological, radiological, nuclear and explosive training provided to first responders on equipment necessary to effectively respond to a terrorist incident.

**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.

**CLEMIS** Courts and Law Enforcement Management Information System.

**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, Motor Vehicle Highway and Special Assessments.



## **Glossary of Terms**

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**EFFICIENCY INDICATORS** quantify the relationship between input and output.

**EMERGENCY ADVISORY RADIO STATION** is a low power radio station designed to inform listeners about emergencies, weather, traffic, and road conditions.

**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.

**EOC** Emergency Operations Center.

**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 and Debt Service. Funds are defined in the Uniform Chart of Accounts for Counties and Local Units of Government in Michigan.

**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 (UNDESIGNATED)** – 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.

**G.I.S.** - the Geographic Information System.

**GOAL** – A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless.

## **Glossary of Terms**

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**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.

**MDEQ** Michigan Department of Environmental Quality

**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.

**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.

## **Glossary of Terms**

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**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.

**SEMCOG** the Southeast Michigan Council of Governments is the regional planner for Southeast Michigan in the areas of transportation, environment, community and economic development and education.

**SERVICE LEVEL INDICATOR** is the measure of quantity or volume of products or services provided.

**SMART** stands for the Suburban Mobility Authority for Regional Transportation, an agency responsible for public transportation services and facilities for the Southeastern Michigan region.

**SONIC** is the South Oakland Narcotics Intelligence Consortium, a multi-jurisdictional unit that engages in surveillance and narcotics enforcement operations.

**SPECIAL ASSESSMENT DISTRICT** a method of financing public improvements by distributing the cost of a project to those properties realizing a direct benefit. Types of projects most often financed through Special Assessments include sanitary sewers, water mains, road construction and reconstruction and sidewalk construction.

**SPECIAL REVENUE FUNDS** are used to account for the proceeds of specific revenue sources or to finance specified activities in accordance with statutory or administrative requirements. Budgeted special revenue funds are Major Roads, Local Roads, Senior Center, Community Development Block Grant, Parks Capital Development, Capital Improvement Fund, Revolving Special Assessment, Nutrition and Police Forfeiture Fund.

**STATE EQUALIZED VALUE (SEV)** the assessed valuation of property in the City as determined by the City Assessor subject to review by higher levels of government to assure that it equals 50% of fair market value, as required by State law.

**TAXABLE VALUE** In March 1994, the electorate of the State of Michigan approved Proposal A, which added new terminology to property tax administration. This terminology was "Taxable Value." Taxable Value is the State Equalized Value at December 31, 1994, adjusted for changes in fair market value, the cost of living index or 5%, whichever provides the lower Taxable Value for calculation of taxes.

**TAX BASE** the total value of taxable property in the City.

**TRANSFERS OUT** See Interfund Transfers.

**TRUST AND AGENCY FUNDS** are used to account for assets held by the City as trustee.

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